



## **CITY OF OVIEDO**

### **FY 2019/20 Adopted Budget**

**CITY OF OVIEDO**  
**ADOPTED ANNUAL BUDGET**  
**FOR THE 2019-20 FISCAL YEAR**  
**OCTOBER 1, 2019 THROUGH**  
**SEPTEMBER 30, 2020**



**CITY COUNCIL**

Dominic Persampiere	Mayor
Steve Henken	Councilmember
Keith Britton	Councilmember
Bob Pollack	Councilmember
Jeff Chudnow	Councilmember

---

Bryan Cobb	City Manager
Jerry Boop	Finance Director
Kelly R. Jones	Assistant Finance Director
Nadia Todor	Financial/Management Analyst
Tracy Rodriguez	Communications Specialist

# **TABLE OF CONTENTS**

## **ANNUAL BUDGET**

	<b><u>Section/Page Number</u></b>
City Manager's Budget Message	8
<b><u>Introduction</u></b>	
GFOA Award	21
Location Map	22
History of Oviedo	23
Miscellaneous Statistical Information	25
City Organizational Chart	28
Strategic Plan	29
Budget and Financial Policies	45
Budget Document Format	48
Budget Process and Calendar	49
Budget Preparation Schedule	51
Budget Development Guidelines	52
Significant Budget Assumptions	
Major Operating Revenues	55
Major Operating Expenditures	58
Basis of Governmental Finance and Fund Structure	61
Long-term Financial Planning	64
Five Year Forecast - General Fund	66
Five Year Forecast - Water/Sewer Fund	67
Five Year Forecast - Stormwater Fund	68
Forecasting of Major Revenues	69
<b><u>Budget Graphics &amp; Trends Section</u></b>	
Budget Graphics Overview	70
Summary of Property Tax Rate and Taxable Value Data	71
Gross Taxable Value	72
Six-Year Millage Rate Trend Seminole County	73
Residential Home Property Tax Calculation	74

**Table of Contents cont'd****Section/Page Number**

Organizational Fund Chart	75
Budget Comparison By Appropriated Fund	76
Consolidated Budget Summary	
Budgeted Revenue	78
Budgeted Expenditure	79
Three Year Consolidated Summary	80
Revenue Trends	85
Fund Balance Overview	99
Fund Balance by Fund	
Governmental Funds	101
Enterprise and Internal Service Funds	102
Position Authorization Summary	103
Composition of Personnel Costs	106
Initiatives	107

**General Fund**

Graphics Overview	118
Revenue by Source	119
Expenditures by Category	120
Expenditures by Major Category	121
Revenues and Expenditures Summary	122
Schedule of General Fund Appropriations	123
Actual and Budget Comparison	
Revenue Group	124
Expenditure Group	125
Revenues by Category	126
Expenditures by Department	129
Department Summaries with Performance Measures	131

**Special Revenue Funds**

Consolidated Summary Special Revenue Funds	
Budgeted Revenue	214
Budgeted Expenditure	215

**Table of Contents cont'd****Section/Page Number**

Oviedo CRA Fund	216
Administrative Facilities Impact Fee Fund	218
Transportation Impact Fee Fund	220
State Law Enforcement Trust Fund	222
Local Option Gas Tax Fund	224
Federal Law Enforcement Trust Fund	226
Police Impact Fee Fund	228
Fire Impact Fee Fund	230
Recreational Impact Fee Fund	232
Tree Bank Fund	234
Sidewalk Fund	236
Solid Waste Fund	238
Building Services Fund	240
Law Enforcement Fund	242
Police Donations Fund	244
Second Dollar Fund	246
Public Arts Fund	248
Multi-Mobility Fund	250
Street Light Fund	252

**Debt Service Funds**

Schedule of Debt Service Requirements, Governmental Activities	255
Public Improvement Revenue Bonds Fund	256
Debt Overview - Bonds/Notes	257
General Obligation Bond Debt Service Fund	259
Debt Overview - General Obligation Bond	260
Lease Financing Fund	261
Debt Overview - Lease Financing	262

**Capital Project Funds**

Capital Project Funds Overview	264
Consolidated Summary Capital Project Funds	
Budgeted Revenue	265
Budgeted Expenditure	266
Vehicle/Equipment Replacement Fund	267
Third Generation Sales Tax Fund	268
Local Option Sales Tax Construction Fund	270
Technology Improvement Fund	271
OSC Extension Landfill Closure Fund	272
General Facilities Improvement Fund	273
Recreation Facilities Improvements Fund	274
Fire Station Construction Fund	275
Police Station Construction Fund	276

**Enterprise Funds**

Consolidated Summary Enterprise Funds	
Budgeted Revenue	278
Budgeted Expenses	279
Water/Wastewater Operating Fund (401)	
Revenue Summary by Major Account Category	280
Expense Summary by Department/Division	281
Actual and Budget Comparison by Revenue Grouping	282
Actual and Budget Comparison by Expense Grouping	283
Department Summaries with Performance Measures	284
Utility Revenue Bond/SRF Sinking Fund Overview	300
Utility Revenue Bond/SRF Sinking Fund	301
Debt Overview	302
Water/Wastewater R & R Fund	305
Vehicle and Equipment Replacement Fund	306
Water System Impact Fee Fund	307
Wastewater System Impact Fee Fund	308

**Table of Contents cont'd****Section/Page Number**

Stormwater Fund	309
Revenue and Expense by Department/Division	310
Department Summaries with Performance Measures	311
Schedule of Debt Service Requirements and Overview	316
Series 2007 Utility Construction Fund	317
Series 2010A Utility Revenue Bonds Construction Fund	318
Series 2010B Utility Revenue Bonds Construction Fund	319
Twin Rivers Golf Course Fund	320

**Internal Service Funds**

Consolidated Summary Internal Service Funds	
Budgeted Revenue	323
Budgeted Expenditure	324
Fleet Internal Service Fund	
Department Summary with Performance Measures	325
Medical Insurance Fund	327
Revenue Summary by Major Account Category	328
Expenditure Summary by Major Account Category	329
Insurance Deductible Fund	331

**CIP Projects**

Ten Year Capital Improvement Program	
Project Summary and Operating Budget Impact	334
Ten Year CIP Summary by Fund	338
Ten Year CIP Expenditures by Fund	339
Ten Year CIP Operating Impact	385

**Appendix**

Glossary of Budget Terms	386
--------------------------	-----



THE CITY OF  
**OVIEDO**  
FLORIDA

---

400 ALEXANDRIA BOULEVARD \* OVIEDO, FLORIDA 32765

September 16, 2019

**Honorable Mayor Persampiere, Deputy Mayor Pollack, City Council Members and Citizens of the City of Oviedo:**

Respectfully submitted is the FY 2019-20 Adopted Annual Budget. At its July 15, 2019 meeting, the City Council formally set the tentative millage rate for FY 2019-20 pursuant to Chapter 200.065 (4), Florida Statutes (TRIM). The millage levy represents the maximum millage rate that can be set by the City Council. In other words, the rate can be maintained or lowered at the September public hearings, but not increased.

At its September 16, 2019 meeting, the City Council formally established the millage rates to be levied for FY 2019-20. The budget is predicated on maintaining the FY 2018-19 total City millage rate which is comprised of the Ad Valorem Millage and the General Obligation Bond Millage. The total millage rate for FY 2018-19 was 5.2820 mills, and remains at 5.2820 mills in FY 2019-20. While the total millage rate remains the same, an adjustment has been made to each type of millage rate.

The General Obligation Bond Millage rate is based on a formula using the City's current gross taxable value divided by the City's annual General Obligation debt service payments. Each year, as the City's assessed value increases, there is a reduction in the General Obligation Bond Millage needed to cover the debt payments. The reduction in the General Obligation Bond Millage Rate has been incorporated into the Ad Valorem Millage Rate. Based on this, the adopted budget is established using the reduction in the General Obligation Bond Millage Rate and increasing the Ad Valorem Millage Rate by 0.0175 mills from 5.0970 mills to 5.1145 mills to support General Fund operations. Setting the millage rate for the General Fund at 5.1145 mills will result in a citywide tax increase of 5.10% above the rolled back rate of 4.8663 mills.

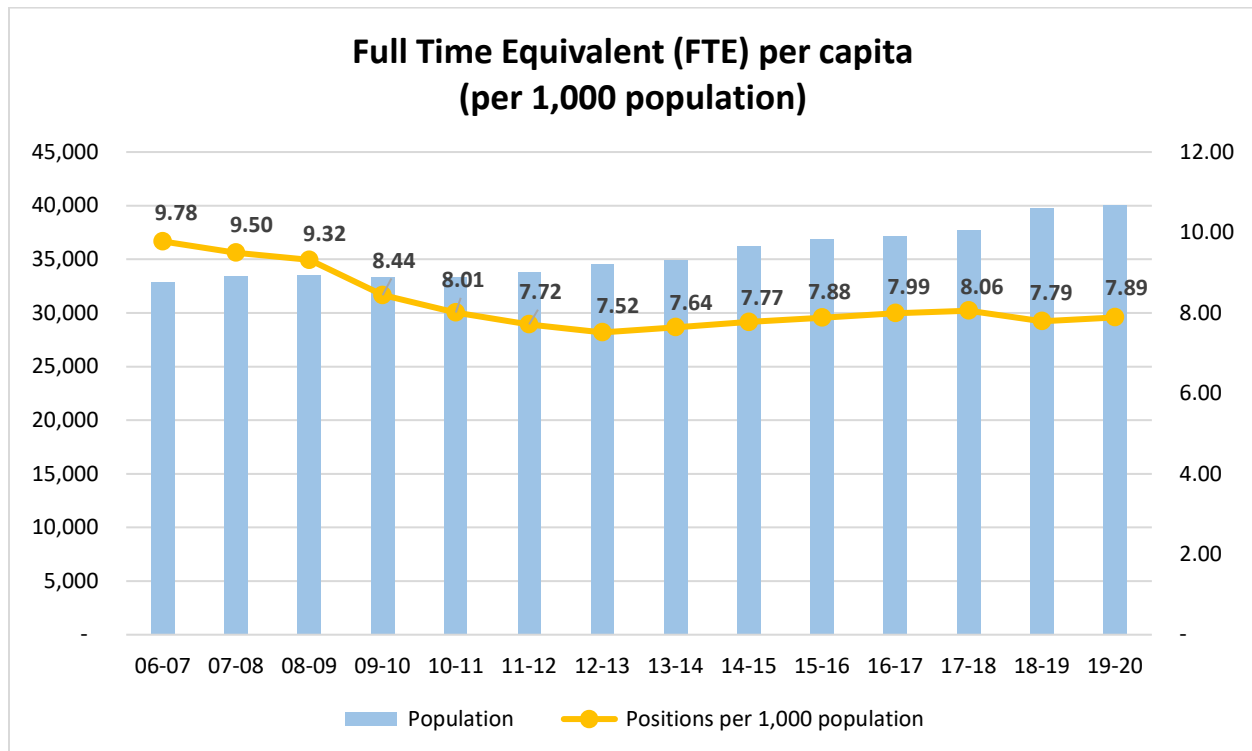
The Gross Taxable Value for 2019 increased by \$252,736,281 or 9.08% over the 2018 Final Gross Taxable Value. With the exception of modest increases projected for the Utility Service Taxes, Seminole County School Board (School Resource Officers), and Charges for Services, all other revenues are either flat or declining.

When preparing for the upcoming fiscal year, staff prepared financial trend projections for FY 2019-20. This information was used when instructing the City Departments in the development of the FY 2019-20 Annual Budget. Subsequently, they were required to submit "similar service level" proposals for the year. Exceptions were made for fixed costs, and employee costs such as health insurance, pensions and incentives, which were calculated separately by the Budget Office.

**The following "budget highlights" provide a concise summary of the FY 2019-20 Adopted Budget:**

- ❖ Excluding new construction of \$94.54 million, the City's tax base increased by \$158.2 million or 5.69%, which was due to an increase in market values. Some of this increase was offset by the 1.9% Save Our Homes inflation adjustment.
- ❖ For the City of Oviedo, a home assessed at \$229,976 (median assessed value for Seminole County per the property appraiser's office) in 2018, adjusted by 1.9% for save our homes inflation, and less the \$50,000 homestead exemption, will pay approximately \$23 more in City property taxes in 2019.

- ❖ The total Adopted Budget for all City funds combined is \$89.20 million, an increase of \$10,522,065 from FY 2018-19. Exclusive of interfund transfers, the total Adopted Budget for FY 2019-20 of \$76.48 million is \$9,244,581 or 13.75% greater than the FY 2018-19 Adopted Budget.
- ❖ The size of the City's workforce for FY 2019-20 will increase to 315.70 FTE's (full-time equivalent positions), up from 309.70 positions in the FY 2018-19 Adopted Budget. The workforce (both full-time and seasonal) has 5.55 fewer positions than in FY 2006-07 when the Employee to Citizen population ratio was 9.78 per 1,000 population as compared to 7.89 for FY 2019-20.



- ❖ The FY 2019-20 total payroll (salaries and benefits) for all operating funds of \$26,855,622 is \$875,118 or 3.37% more than the total adopted payroll for FY 2018-19.

The remaining portion of this transmittal letter presents a more detailed analysis of the budget, including analyses of the tax base, and General Fund expenditures, revenues, debt service and fund balance. Following the General Fund analyses are summary discussions about the City's Water/Wastewater Operating Fund, the City Workforce and Payroll, the Capital Improvements Program and several supporting funds.

The City maintains accounting records on a budget basis as well as a GAAP (Generally Accepted Accounting Principles) basis. For financial reporting purposes, governmental funds rely on the modified accrual basis of accounting, while proprietary funds use full accrual accounting.

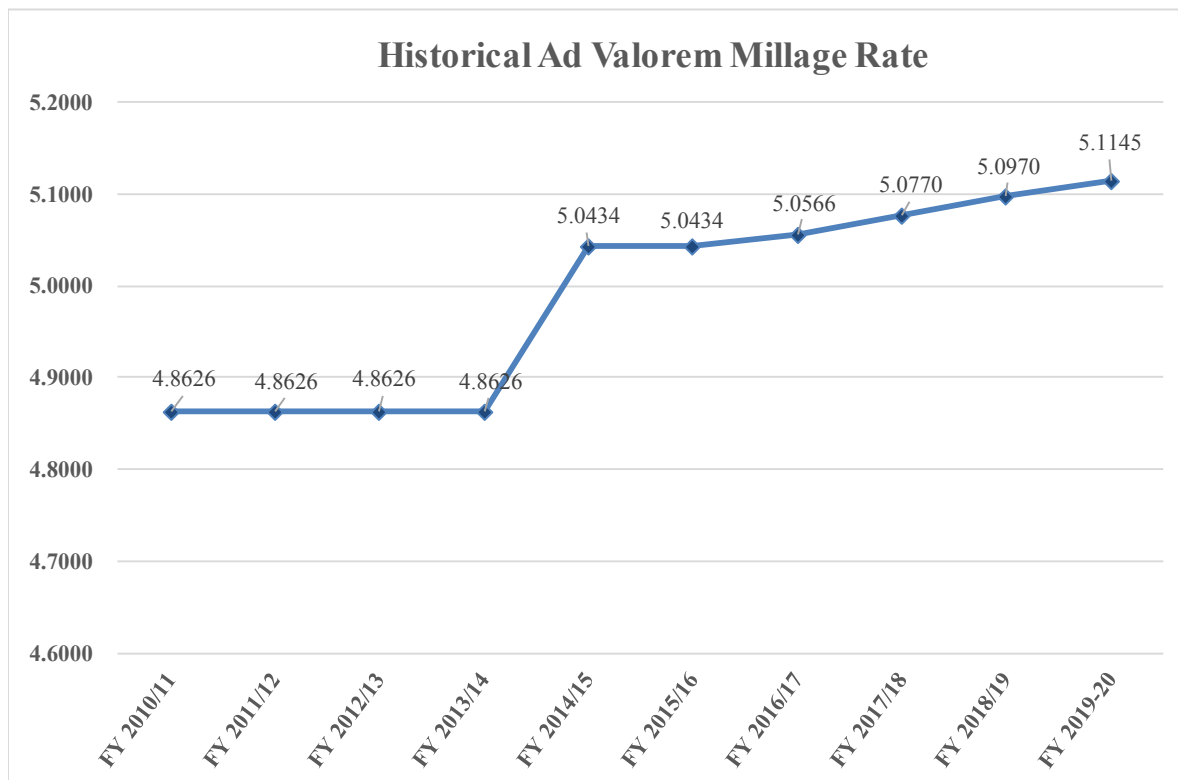
## **MILLAGE RATE HISTORY**

The General Fund Ad Valorem millage rate for FY 2019-20 is 5.1145 mills. The Ad Valorem millage rate is 5.10% greater than the rolled back millage rate of 4.8663 mills. The millage rate for the General Obligation Bond is 0.1675 mills. The combined millage rate for FY 2019-20 is 5.2820 mills, which remains consistent with the total combined millage rate in FY 2018-19.

### **Historical Millage Rate Analysis**

<b>Tax Year</b>	<b>Budget Year</b>	<b>Ad Valorem Millage</b>	<b>GO Bond Millage</b>	<b>Total City Millage</b>	<b>City Gross Taxable Value</b>	<b>Budgeted Ad Valorem Revenues *</b>	<b>Final Gross Taxable Value</b>
2010	FY 2010/11	4.8626	0.2910	5.1536	1,950,920,481	9,107,084	1,938,260,572
2011	FY 2011/12	4.8626	0.3071	5.1697	1,835,024,210	8,566,069	1,831,647,107
2012	FY 2012/13	4.8626	0.3071	5.1697	1,856,226,803	8,665,045	1,851,053,566
2013	FY 2013/14	4.8626	0.2741	5.1367	1,909,956,012	8,915,858	1,905,913,670
2014	FY 2014/15	5.0434	0.2546	5.2980	2,038,801,787	9,871,193	2,034,309,095
2015	FY 2015/16	5.0434	0.2386	5.2820	2,178,361,600	10,546,895	2,172,044,606
2016	FY 2016/17	5.0566	0.2254	5.2820	2,304,709,785	10,919,347	2,298,064,373
2017	FY 2017/18	5.0770	0.2050	5.2820	2,524,563,254	11,948,412	2,518,645,379
2018	FY 2018/19	5.0970	0.1850	5.2820	2,792,449,692	13,185,522	2,782,508,002
2019	FY 2019-20	5.1145	0.1675	5.2820	3,035,244,283	14,242,469	3,035,244,283

\* Percent budget of Ad Valorem Revenues decreased from 96% to 95% beginning in FY 2016/17. Beginning in FY 2016/17, budgeted Ad Valorem revenues were reduced by the General Fund's contribution to the CRA. Currently, the City contribution to the CRA is set at 50%.



## **TAX BASE SUMMARY**

Based on the Certification of Taxable Value provided by the Seminole County Property Appraiser on June 20, 2019, the City's tax base increased by \$252.7 million or 9.08% compared to last year.

Annexations and the reassessment of existing real properties are \$37.8 million in FY 2019-20, or 1.30% of the 2019 real property base.

The change in taxable values between 2018 and 2019 are reflected below for the major categories of real property. Inclusive of new construction valued at \$94.54 million, the total real property base increased \$247 million or 9.27%.

<b>Real Property Category</b>	<b>2019 Taxable Value</b>	<b>2018 Taxable Value</b>	<b>% Change</b>
<b>Residential</b>	2,251,221,521	2,094,460,967	7.48%
<b>Commercial</b>	564,236,354	486,990,831	15.86%
<b>Industrial</b>	36,343,078	33,842,144	7.39%
<b>Institutional/Other</b>	63,046,588	52,259,611	20.64%
<b>Total *</b>	2,914,847,541	2,667,553,553	9.27%

*\*excludes value of personal property*

**A summary of the changes in the entire tax base between 2010 and 2019 is depicted below:**

<b>SUMMARY OF TAX BASE DATA</b>										
(all dollar amounts expressed in 1,000's)										
<b>Budget Year</b>	<b>FY 10-11</b>	<b>FY 11-12</b>	<b>FY 12-13</b>	<b>FY 13-14</b>	<b>FY 14-15</b>	<b>FY 15-16</b>	<b>FY 16-17</b>	<b>FY 17-18</b>	<b>FY 18-19</b>	<b>FY 19-20</b>
<b>Tax Year</b>	<b>FY 2010</b>	<b>FY 2011</b>	<b>FY 2012</b>	<b>FY 2013</b>	<b>FY 2014</b>	<b>FY 2015</b>	<b>FY 2016</b>	<b>FY 2017</b>	<b>FY 2018</b>	<b>FY 2019</b>
New Construction	23,840	30,235	31,260	24,451	35,381	37,382	26,060	71,989	118,720	94,536
Annexations	-	-	-	456	-	-	-	-	-	-
Re-assessment of Existing Properties	(255,753)	(216,452)	(88,421)	(48,184)	13,692	18,163	21,577	59,568	40,130	37,803
Personal Property	111,749	82,980	81,741	82,180	83,815	88,508	85,028	94,942	114,954	120,397
Tax Base Net Change	(120,164)	(103,236)	24,580	58,902	132,888	144,053	132,665	226,499	273,804	252,736
Gross Taxable Value	1,950,920	1,835,024	1,856,227	1,909,956	2,038,802	2,178,362	2,304,710	2,524,563	2,792,450	3,035,244
FINAL Gross Taxable Value	1,938,261	1,831,647	1,851,054	1,905,914	2,034,309	2,172,045	2,298,064	2,518,645	2,782,508	3,035,244
% Inc (Dec) from Previous Year Final	(6.41%)	(5.50%)	1.06%	2.96%	6.74%	6.77%	5.80%	9.60%	10.48%	9.08%
Operating Millage	4.8626	4.8626	4.8626	4.8626	5.0434	5.0434	5.0566	5.0770	5.0970	5.1145
Ad Valorem *	9,107	8,566	8,665	8,916	9,871	10,547	11,071	12,176	13,521	14,748
CRA Revenues	-	-	-	-	-	-	(152)	(228)	(354)	(505)
<b>Total Ad Valorem Revenues</b>	<b>\$ 9,107</b>	<b>\$ 8,566</b>	<b>\$ 8,665</b>	<b>\$ 8,916</b>	<b>\$ 9,871</b>	<b>\$ 10,547</b>	<b>\$ 10,919</b>	<b>\$ 11,948</b>	<b>\$ 13,168</b>	<b>\$ 14,243</b>

The Tax Base Data chart provides general information on the City's taxable value and the ad valorem revenues for the current year and the prior nine (9) years. With the Gross Taxable Value of the City increasing for FY 2019-20, the Gross Taxable Value of the City is \$1.1 billion greater than the Final Gross Taxable Value seen in FY 2010-11.

## **GENERAL FUND**

The total general fund budget is \$33,005,940, which is \$1,673,999 or 5.34% greater than the FY 2018-19 Adopted Budget of \$31,331,941. General fund operating expenditures increased \$1,655,172 (excluding transfers and reserves).

<b>Expenditure Category</b>	<b>FY 2018-19</b>	<b>FY 2019-20</b>	<b>\$ Variance</b>	<b>% Variance</b>
Salaries	16,246,989	16,998,818	751,829	4.63%
Benefits	5,176,743	5,249,862	73,119	1.41%
Operating	7,174,423	7,733,359	558,936	7.79%
Capital	-	273,050	273,050	0.00%
Non-Operating	21,164	19,402	(1,762)	-8.33%
Transfers	2,351,110	2,556,449	205,339	8.73%
Reserve	361,512	175,000	(186,512)	-51.59%
<b>Total</b>	<b>\$ 31,331,941</b>	<b>\$ 33,005,940</b>	<b>\$ 1,673,999</b>	<b>5.34%</b>

The FY 2019-20 Adopted Budget is comprised of state and city revenues, as well as, tax revenues based on the ad valorem millage rate of 5.1145 mills, together these sources provide sufficient funds to accomplish the following:

- ✓ Maintains FY 2018-19 Service Levels,
- ✓ Funds debt service for FY 2019-20,
- ✓ Funds increases in fixed costs,
- ✓ Funds increases in benefits costs,
- ✓ Funds a 3% salary increase for General Employees,
- ✓ Funds the Police bargaining contract,
- ✓ Funds the Fire bargaining contract,
- ✓ Funds a full year of salaries and benefits for the Event Marketing Coordinator position,
- ✓ Funds the following new positions: School Resource Officer, Police Officer, Fire Inspector, Building Custodian, and Park Ranger,
- ✓ Funds the promotion of a Police Officer to a Police Sergeant,
- ✓ Funds an increase in overtime costs,
- ✓ Funds the Vehicle Replacement Plan,
- ✓ Funds a replacement Fire Rescue Unit,
- ✓ Funds the replacement of 22 Police radios,
- ✓ Funds the following capital items: vehicle extrication equipment, EMS cardiac monitors, hose tester, taser replacement, armored plates, replacement of lasers, replacement of SRT night vision equipment, firefighter rapid escape system bags, AED's, and thermal imaging cameras,
- ✓ Funds the replacement of Parks equipment to include: 2 Toro Reelmaster 5510-D's, Toro Workman HD, 4 Toro Workman's with bench seat; 2 Toro Sand Pro's; and a Toro Workman HDX,
- ✓ Funds capital purchases for IT as recommended by the IT Infrastructure & Organizational Assessment Plan,
- ✓ Funds the Comprehensive Plan Update,
- ✓ Maintains 15% Reserve Fund Balance as per the Budget and Financial Policy of the City.

## **GENERAL FUND, CONTINUED**

More detailed explanations of operating changes for each department and program can be found under the “budget highlights” section of each program’s Expenditure and Staffing Summary (within the operating budget detail section of the budget document). Additionally, all capital outlay requests, both funded and unfunded, are reported in the Capital Improvements Program section.

### **Transfers**

Transfers from the General Fund increased (net) by \$205,339 as compared to FY 2018-19. These include increases in the following:

- Transfers to the Lease Finance Fund of \$18,109 to fund the debt service on the purchase of a new Police Radios,
- Transfers to the Technology Improvement Fund of \$13,500 to fund the annual replacement needs for FY 2019-20,
- Transfers to the General Facility Improvement Fund of \$275,000 to fund facility maintenance projects,
- Transfers to the Insurance Deductible Fund of \$155,105.
- Transfers to the Debt Service Fund decreased \$256,375 as a result of the payoff of the 2012B Public Improvement Revenue Refunding Note.

### **General Fund Revenues**

General Fund revenues increased by \$1,673,999 primarily due to an increase in property tax revenues (plus receipt of delinquent tax payments). The increase in property tax revenues is due to an increase in assessed values of 9.08%; along with a slight increase in the Ad-Valorem millage rate of 0.0175 mills. Non-Ad Valorem revenues (excluding transfers and fund balance) reflect an increase of \$528,747 or 3.52% more than FY 2018-19. Transfers from several funds that are used to offset General Fund expenses increased by \$37,696.

### **Property Taxes (General Fund)**

The millage rate of 5.1145 mills will generate \$14,242,469 in property tax revenues (excluding delinquent tax payments) to support General Fund operations - an increase in property tax revenues of \$1,056,947 compared to the FY 2018-19 Adopted Budget. The FY 2019-20 Adopted Budget is based on 95% of the taxable value certified by the property appraiser as allowed in Section 200.065(2)(a)1, Florida Statutes. Prior to FY 2016-17, the budget was based on 96% of the taxable value certified by the property appraiser.

- FY 2019-20 Adopted Budget: \$14,242,469 - at 5.1145 millage rate
- FY 2018-19 Adopted Budget: \$13,185,522 - at 5.0970 millage rate

### **Non-Ad Valorem Revenues**

Total non-ad valorem revenues of \$15,541,471 are \$528,747 or 3.52% more than the FY 2018-19 non-ad valorem base of \$15,012,724. The increase is due to increases in the expected revenues for Utility Service Taxes of \$162,425; State Shared Revenues of \$163,410; Franchise Fees of \$193,730; reimbursement from the Seminole County School Board of \$123,662; Fines and Forfeitures of \$4,400; Interest Income of \$49,000 due to increasing interest rates. The increases were offset by decreases in Recreation Activity Fees of \$60,570; Development Services Fees of \$82,066; Licenses and Permits of \$4,131; Intergovernmental Revenues of \$3,500; Other Miscellaneous Revenues of \$15,500.

### **Fund Balance Appropriation**

The FY 2019-20 Adopted Budget includes a use of fund balance of \$335,406, which is 1.02% of the total FY 2019-20 Adopted Budget. Budget guidelines state that if fund balance must be appropriated to balance the budget, no more than three percent (3%) of all General Fund revenue will be comprised of appropriated fund balance.

## GENERAL FUND, CONTINUED

A comparison of the FY 2018-19 and FY 2019-20 budgets by major expense category is depicted below:

	<u>FY 2018-19 Adopted</u>	<u>Percent of Total</u>	<u>FY 2019-20 Adopted</u>	<u>Percent of Total</u>
Salaries	16,246,989	51.85%	16,998,818	51.50%
Benefits	5,176,743	16.52%	5,249,862	15.91%
Operating Expenditures	6,448,548	20.58%	6,737,387	20.41%
Vehicle Replacement Contribution	725,875	2.32%	995,972	3.02%
Capital Expenditures	-	0.00%	273,050	0.83%
<b>Sub-Total: Department Operations</b>	<b>\$ 28,598,155</b>	<b>91.27%</b>	<b>\$ 30,255,089</b>	<b>91.67%</b>
Debt Service (transfer to Sinking Fund)	1,937,185	6.18%	1,680,810	5.09%
Other Interfund Transfers*	413,925	1.32%	875,639	2.65%
Reserve for Contingency	361,512	1.15%	175,000	0.53%
Misc. Non-Departmental	21,164	0.07%	19,402	0.06%
<b>Sub-Total: Non-Departmental</b>	<b>\$ 2,733,786</b>	<b>8.73%</b>	<b>\$ 2,750,851</b>	<b>8.33%</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 31,331,941</b>	<b>100.0%</b>	<b>\$ 33,005,940</b>	<b>100.0%</b>

\* Other Interfund Transfers include all transfers other than those to the Debt Service Fund.

### Debt Service and Lease Financing Support

Debt service and lease financing expenses decreased by \$238,266 from FY 2018-19. The decrease is due to the following:

- Payoff of the 2012B Public Improvement Revenue Refunding Note, a savings of \$258,584
- Adjustments to the Debt Service Cost on existing Bonds/Notes of \$2,209
- Increase in lease expenses for leasing of new police radios, \$18,109

The General Fund's share of debt service includes debt service payments of \$1,680,810 and lease payments of \$201,883, for a total cost of \$1,882,693 or 5.70% of the FY 2019-20 Adopted General Fund budget, which is within the standard established by City financial policy which limits revenue bond debt to no more than 10% of General Fund operating revenues.

### Fund Balance for Economic Uncertainties

An important indicator of the City's financial position is the level of its unassigned fund balance relative to the total General Fund expenditures. The Comprehensive Annual Financial Report (CAFR) as of September 30, 2018, states the General Fund unassigned fund balance is \$6,865,245. Based on the FY 2018-19 Amended Budget, and the FY 2019-20 Adopted Budget, the ending unassigned fund balance at September 30, 2020 is projected to be \$6,673,932, or 21.92% of FY 2019-20 budgeted expenditures, less transfers.

## **WATER AND WASTEWATER OPERATIONS**

### **Revenues**

The projected revenues for Water, Sewer, and Reclaimed Water for FY 2019-20 reflect a rate increase of 3% over the FY 2018-19 rates. A Utility Revenue Sufficiency Analysis was completed by Willdan Financial Services in June of 2015 and approved by City Council on September 21, 2015 (Resolution No. 3019-15). Per the Resolution, effective October 1, 2015, and all subsequent fiscal years on October 1, all rates for water, sewer and reclaimed water shall be automatically increased based on the actual change in CPI for All Urban Consumers Unadjusted (CPI-U), as of the month of August each year. The increase will not exceed 5%, but in no event, shall the adjustment be less than 3%.

### **Expenses**

The total operating budget for Water and Wastewater operations for FY 2019-20 (Water Production and Distribution, Wastewater and Reclaimed Water, Administration and Utility Billing & Customer Service) is \$12,702,928, which is a \$3,749,701 increase over the FY 2018-19 Adopted Budget. The increase is primarily attributable to the following:

- An increase in healthcare costs of 2% and a citywide salary increase of 3%.
- Water Infrastructure Expansion – SR426/CR419 Phase II widening \$2,000,000.
- West Mitchell Hammock Water Treatment Plant Clearwell Improvements \$1,100,000.
- Oviedo Water Reclamation Facility Building Renovations \$200,000.

### **Transfers**

Transfers out of the Water and Wastewater Operating Fund increased by \$1,246,412 in FY 2019-20. These include increases in the following:

- Transfers to the General Government Debt Service Fund of \$1,206.
- Transfers to the Insurance Deductible Fund of \$84,109.
- Transfers to the Renewal and Replacement Fund of \$1,150,474.
- Transfers to the Utility Debt Service Fund of \$10,623.

### **Total Budget**

The total budget for FY 2019-20 for the entire Utility System is \$28,165,228 compared to \$22,768,258 for FY 2018-19. This includes the Water & Wastewater Fund, Renewal and Replacement Fund, Vehicle and Equipment Replacement Fund, Water Impact Fee Fund, Wastewater System Impact Fee Fund, Utility Revenue Bond Construction Funds, and the Utility Revenue Bond Debt Service Fund. The increase reflects the net increase in operating expenses and capital improvement projects. Some of the significant Water and Wastewater Capital Improvement Program (CIP) projects planned for FY 2019-20 are:

- Water Infrastructure Expansion – SR426/CR419 Phase II widening.
- West Mitchell Hammock Water Treatment Plant Clearwell Improvements.
- Oviedo Water Reclamation Facility Building Renovations.

## **WATER AND WASTEWATER OPERATIONS, CONTINUED**

### **Cash Reserves (Utility Operating Fund)**

The projected cash position at September 30, 2020, (not including capital reserves of \$2.89 million), is projected to be \$2.22 million. Budget policy requires that the City's Water/Wastewater Fund establish a working capital reserve equal to a minimum of ninety (90) days of the operating budget less depreciation, annual debt service and capital requirements. While budget policy requires a ninety (90) day reserve, the capital reserve is set to one hundred (120) days. The annual index of the Water rate is set to ensure adequate cash reserves and debt service coverage in future years per City policy and as required by the Utility Revenue bond covenants. As per the CAFR on September 30, 2018, the debt service coverage factor was 2.46. In other words, net utility revenues were more than two (2) times the total debt service requirement which compares favorably to the 125% minimum requirement set by the City's budget reserve guidelines and financial policy.

## **OTHER FUNDS**

### **Community Redevelopment Agency (\$1,059,483 total budget)**

In 2010, the Community Redevelopment Plan was developed in close coordination with Seminole County to address identified conditions of blight within the City of Oviedo. Seminole County is a Home Rule Charter County. The establishment and operation of a Community Redevelopment Agency by the City of Oviedo could only be accomplished through the approval of a Delegation of Authority Resolution by the Seminole County Board of County Commissioners. The Community Redevelopment Plan identifies redevelopment goals, strategies and specific projects to address the conditions of blight and stimulate redevelopment within the CRA's Boundaries. At its August 19, 2019 meeting, the Oviedo CRA Governing Board adopted the CRA Budget for FY 2019-20. The adopted CRA budget includes funding for the following:

- Support for expenses related to the Implementation of Oviedo on the Park; Renovation of the old Post Office into a Community Center; a Façade Grant Program; support of Public Arts projects within the CRA boundaries; and support for Administrative functions by the CRA Administrator and City Staff.

### **Building Services (\$468,000 total budget)**

FY 2010-11 was the first full year of outsourcing Building Services to a private company that started in February 2010. The City issued an RFP for Building Services in FY 2015-16, in which PDCS was awarded the contract. The new contract began in April 2016, was good for one (1) year, with four (4) one year extensions available in the contract. The contract term was not to exceed five (5) years. The contract is based on sharing of gross revenues whereby the City receives 28% (an increase from 23% in the prior years) of gross revenues from permit and plan review fees, and the contractor receives 72%. The City is responsible for a variety of miscellaneous operating expenses and overhead costs such as utilities, insurance and telephones that are estimated at \$28,534 for FY 2019-20. Revenues for FY 2019-20 are estimated at \$468,000.

### **Solid Waste Fund (\$2,614,708 total budget)**

The FY 2019-20 Solid Waste Fund Adopted Budget increased by \$21,768 over the previous year. A more cost effective single stream recycling option was implemented in FY 2013-14 which resulted in a monthly rate decrease to customers and at the same time, a decrease in the amount the City paid to the contractor for services. In September 2017, Republic Services requested a Refuse Rate Index (RRI) increase pursuant to their contract. Prior to this request, Republic Services' rate had not increased since 2013 due to recycling efficiencies and other economic factors such as lower fuel prices. The RRI increase was determined based on a combination of the consumer price increase for labor and equipment and other reasonable cost adjustments for disposal, insurance and fuel cost changes. As a direct result of Republic Services 2017 RRI increase, the cost of a single family unit increased \$0.12 per month per unit effective October 1, 2017.

## **OTHER FUNDS, CONTINUED**

### **Stormwater Utility Fund (\$2,719,959 total budget)**

Beginning in FY 2016-17, the Stormwater Utility Fund was moved from a Special Revenue Fund to an Enterprise Fund. A Revenue Sufficiency Analysis was completed by Willdan Financial Services in January of 2017 and approved by City Council on January 17, 2017 (Resolution No. 3349-17). Per the Resolution, effective February 1, 2017, the Stormwater rate increased from \$7.00 to \$10.00 per ERU, per month. Effective October 1, 2017, and all subsequent fiscal years on October 1, the Stormwater ERU rate shall automatically increase by two percent (2%) but in no event shall the adjustment exceed two percent (2%) without City Council approval. Both maintenance and capital improvement projects are funded from the Stormwater Utility Fee. The Stormwater Utility Fee will generate approximately \$2.57 million in revenue in FY 2019-20, up from \$2.43 million in FY 2018-19. The change in revenue is due to an increase in the Stormwater ERU rate, along with an increase in users of the Stormwater System. The FY 2019-20 expenditure budget increased over the FY 2018-19 expenses for pipe lining.

### **Golf Course Fund (\$1,427,630 total budget)**

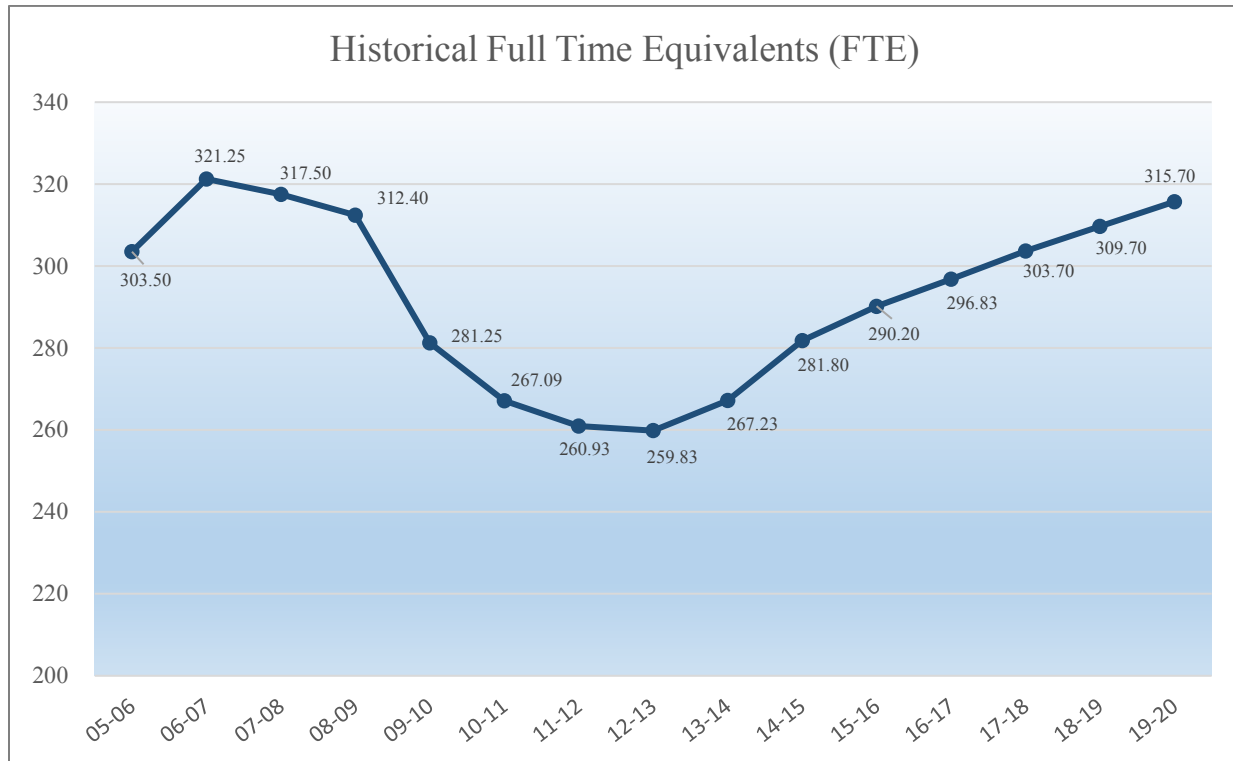
At its March 6, 2017, meeting, City Council adopted Resolution No. 3388-17 approving the purchase and sale agreement for the acquisition of the Twin Rivers Golf Course property. The purpose of the acquisition was to preserve the area currently occupied by the golf course and prevent residential development. The golf course provides an important function through its designation as open space in the City's Community Rating System (CRS). The open space credit the City receives for the golf course provides a major benefit for the Community Rating System. With the substantial acreage of the golf course, the City is able to offer its residents in special flood hazard areas a ten percent (10%) discount for flood insurance. Without the golf course, the flood insurance discount reduces to five percent (5%). The golf course is also a vital part of the flood plain management of the Little and Big Econlockhatchee Rivers.

On March 6, 2017, City Council also adopted Resolution No. 3389-17 approving an agreement for golf course management and maintenance operations with SSS Down to Earth OPCO, LLC. Following approval of Resolution No. 3389-17, the Twin Rivers Golf Course Enterprise Fund was established. The FY 2019-20 budget includes a transfer from the Stormwater Fund of \$100,000 to assist with funding of operations of the golf course.

**\*\* THIS SECTION INTENTIONALLY LEFT BLANK \*\***

## **CITY WORKFORCE AND TOTAL PAYROLL**

The total number of authorized full and regular part-time positions for FY 2019-20 for all funds and departments will increase from 309.70 to 315.70 full-time equivalent positions, which include the following new positions: (1) *Police Officer*, (1) *School Resource Officer*, (1) *Fire Inspector*, (1) *Building Custodian*, (1) *Marketing Coordinator* and (1) *Park Ranger*.



The citywide payroll of \$26.86 million for all operating funds combined is an increase over the FY 2018-19 payroll of \$875,118 or 3.37%. The increase is the result of funding the following:

- Six (6) new full-time positions, spread among Police, Fire and Recreation and Parks; for a cost of approximately \$180,250
- A 3% salary increase for all full and part-time employees, at a cost of approximately \$358,548;
- Implementation of the Police Bargaining contract, at a cost of \$127,079;
- Implementation of the Fire Bargaining contract, at a cost of \$48,936;
- An increase in health premiums of 2%, the addition of six (6) new FTE's, and the adjustment of employee health care coverage during FY 2018-19 as a result of a qualifying events, for a cost increase of approximately \$155,984;
- Departmental adjustments to overtime, temporary positions, incentives, special event pay and sick-leave buy-back at a cost of \$53,118;
- Adjustments to FICA, retirement, pension and worker's compensation within all departments reflect a decrease of approximately \$48,797, primarily due to pension rate adjustments within Public Safety and a 48.69% decrease in Workers' Compensation rates.

### **Total Benefits (Payroll Matching Costs and Health Insurance)**

- Health Insurance: Health insurance premiums established by the City through its self-insurance plan for all coverage types will increase for 2% for FY 2019-20. The cost of single (employee) coverage increased from \$12,120 to \$12,362 per year. The City pays for single coverage on behalf of City employees. In addition, the City pays for employee's Life Insurance, Long Term Disability and a portion of any dependent care health costs.

## **CITY WORKFORCE AND TOTAL PAYROLL, CONTINUED**

- City Retirement Contributions: The City's total contributions for FY 2019-20 retirements are estimated at \$1,555,546. The total contribution is comprised of the City's match toward the ICMA 401A plan which is based on the employee's contribution, not to exceed 5%. It also includes the City's contribution to the Fire and Police pension plans, which were adjusted for FY 2019-20 based on the Fire and Police Actuarial Reports. The Fire pension contribution rate increased from 10.1% in FY 2018-19 to 10.6% in FY 2019-20. The Police pension contribution rate increased from 13.19% in FY 2018-19 to 14.46% in FY 2019-20. For FY 2019-20, the Fire pension and Police pension accounts are budgeted at \$394,784 and \$735,099, respectively.
- Workers' Compensation: Workers' compensation is provided by Public Risk Management (PRM). The FY 2019-20 workers compensation costs are \$287,120, a decrease of \$272,495 or 48.69% over the FY 2018-19 Adopted Budget.

## **CAPITAL IMPROVEMENTS PROGRAM (CIP)**

The 10-Year Capital Improvements Program (CIP) serves as a blueprint for future capital improvements over the next 10-year period. The total funding commitment appropriated for FY 2019-20 from various dedicated funding sources for capital improvements is approximately \$26.5 million. Significant projects scheduled for FY 2019-20 include:

- Community Center Redevelopment.
- Mitchell Hammock Road and Lockwood Boulevard intersection improvements.
- Annual Road Resurfacing Project of City-maintained roadways.
- Annual sidewalk and curbing maintenance and installation.
- Continuation of the SR426 and CR419 Roadway Widening Project in conjunction with Seminole County and the Florida Department of Transportation (FDOT).
- Re-alignment of Geneva Drive.
- West Mitchell Hammock Water Treatment Plant clearwell improvements.
- Waverlee Woods/Kingsbridge East reclaimed interconnect.
- Development of a Historic Downtown Regional Stormwater Pond.

## **SUMMARY COMMENTS**

The City of Oviedo's economy has experienced positive growth the past few years which is reflected by the increase in the gross taxable value of City properties (up 65.71% since FY 2011-12); the decrease in the unemployment level in Seminole County (down from 3.4% in September 2017 to 2.6% in September 2018); and the increase in building permit activity which is the direct result of new construction. The City continues to take steps to facilitate and reinforce this economic growth. The City is located astride State Road 417, connecting Orange County's Innovation Way, the Medical City at Lake Nona, Orlando International Airport, the University of Central Florida, Central Florida Research Park, Oviedo Medical Center, and the Orlando-Sanford International Airport. The City's location is the key component to the burgeoning simulation, digital media, medical sciences and photonic industry clusters growing in Oviedo.

While the City's economy has experienced positive growth the past few years, the City continues to undertake a critical review of the services provided and the level at which those services are delivered. Beginning in 2006-07, the City saw a continued annual decline in Ad-Valorem revenues, with the lowest year being FY 2011-12. In FY 2012-13, Ad Valorem revenues began increasing once again, and in FY 2016-17 the City saw Ad-Valorem revenues at pre-recession levels. In FY 2019-20, Ad Valorem revenues are projected to be 66% greater

## **SUMMARY COMMENTS, CONTINUED**

than that the revenues received at the market low in FY 2011-12. The City will continue to face similar - but hopefully less severe challenges in FY 2019-20. During the budget planning process, Staff prepared a Long-Term Financial Analysis forecasting revenues and expenditures over the next five (5) years. The forecast takes into consideration the projected change in major revenue and expense categories, as well as, future capital improvement projects.

The City Council's goals, which serve as a compass to guide the City in decision making, focus on the following:

- ❖ Ensure that the infrastructure meets the capacity needs of the City,
- ❖ Ensure that new development or redevelopment is done in a sustainable manner,
- ❖ Promote diversification of the local economy,
- ❖ Maintain fire and police response times at superior levels,
- ❖ Maintain the current ratio of park land to number of residents,
- ❖ Continue high levels of customer service, productivity and efficiency while maintaining fiscal and organization health.

On a daily basis, Staff focuses on the needs of the City, which include Capital Improvement Projects, maintenance projects, new buildings, remodeling, new developments, new businesses, as well as many of the day-to-day services provided by the City. If you live and drive throughout the City, you are aware of these projects, and the changes to the roads, utilities, and infrastructure. When projects are approved, Staff takes into consideration the infrastructure and capacity needs of the roads, utilities, and community as a whole.

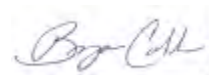
I look forward to working closely with the City Council as we strive to maintain Oviedo's standing as the 6<sup>th</sup> Safest Mid-Size City in Florida by Value Penguin; The Safest Cities in Florida 2018 by the National Council for Home Safety and Security; Top 10 Best Towns for Families 2017 by Neighborhood Scout; Best Suburbs to Raise a Family in the Orlando Area 2017 by Niche; and the 3<sup>rd</sup> Best Place to Raise Kids in the U.S. in 2015 by How Money Walks.

I appreciate the City's valuable and quality employees whose daily work is the key ingredient to providing quality municipal services. It is an honor to serve with them. I also appreciate the efforts of the City's Department Directors and staff for their efforts in preparing their respective budgets.

A special thank you goes to Mr. Boop, Ms. Jones, Ms. Todor and Ms. Rodriguez for their dedicated work and countless hours in preparing this budget.

Thank you to the City Council who made it possible for staff to review and discuss items of concern or new ideas through the Work Session forums in March, May and June of this budget cycle. The Work Sessions promoted an open discussion of the issues facing our government in serving the community and provided valuable feedback from the City Council as to the direction in which staff needed to go to prepare the budget reflecting the future year service expectations.

Respectfully Submitted,



Bryan Cobb  
City Manager



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
Award*

PRESENTED TO

**City of Oviedo  
Florida**

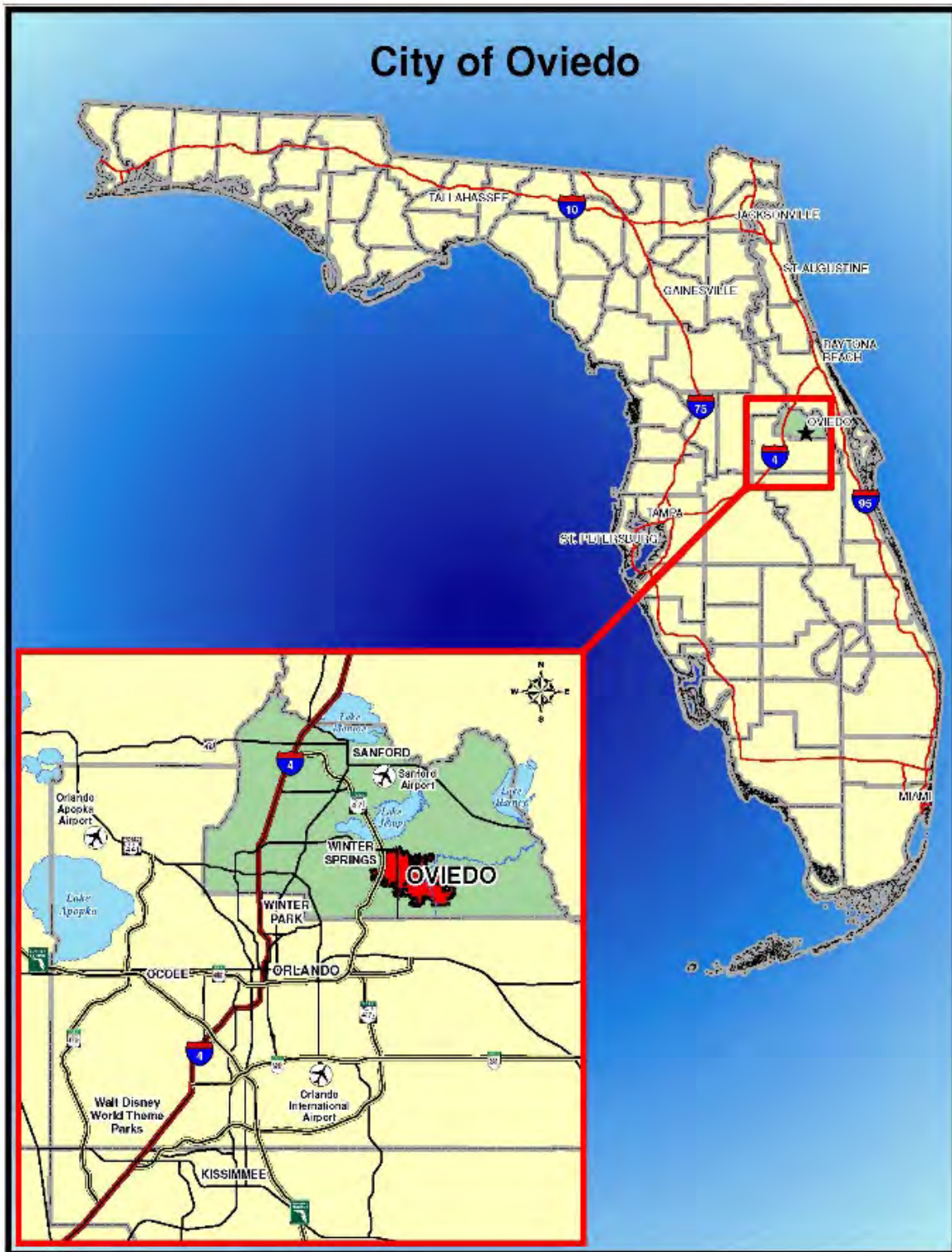
For the Fiscal Year Beginning

**October 1, 2018**

*Christopher P. Morill*

Executive Director

# Location Map



The City of Oviedo is part of the Orlando metropolitan area and is located in Seminole County. The City is bordered on the south by Orange County, to the north by Lake Jessup, and to the northwest by Winter Springs.

# History of Oviedo

Oviedo's history is the fascinating frontier history of Central Florida. During and after the Civil War period (1861-1869) settlers to the area homesteaded or bought land in the "Lake Jesup community". Oviedo was first settled mainly because of its accessibility to Lake Jesup via a landing at Solary's Wharf. The City received its name "Oviedo" in 1879 after the city in northern Spain, from the postmaster of the new post office, Andrew Aulin, a Swedish immigrant. The City began to grow its agricultural roots in the late 1800's with the establishment of citrus farms and flower nurseries. A disastrous freeze in 1895 wiped out the citrus industry and prompted the development of the celery and vegetable industry. Celery grew well in Oviedo's mucky, rich topsoil and became Oviedo's primary crop and was shipped to all parts of the United States. Despite the uncertain climate, many citrus growers replanted their citrus groves. The popular Temple Orange was developed in Oviedo in the early 1900's. In 1925 the City of Oviedo was chartered by the Florida State Legislature and incorporated. During World War II, the citrus and celery industry in Oviedo flourished and contributed to unprecedented growth and development in the area.



Oviedo's population continues to expand with new subdivisions located on the eastern and northern borders. Oviedo is home to the Oviedo Medical Center near its western border. Built on the same property as the Oviedo ER (a freestanding emergency department), the medical center contains a 64-bed acute care hospital with a full range of medical services. Economic

development is taking root at the center of Oviedo with the opening of Oviedo on the Park, a residential/commercial development with Center Lake Park's Cultural Center as a backdrop for community gatherings and events. Additionally, the SR426/CR419 road widening project through downtown is promising to revitalize this area by creating economic development between the downtown and the Oviedo on the Park development.



In 1963, nearby Florida Technological University was opened. Now known as the University of Central Florida (UCF), it's the nation's second largest university (56,000+ students) and one of the country's top research universities. UCF is home to the Center for Research Optics and Lasers, (CREOL), the National Simulation Center (NSC), the Institute for Simulation and Training (IST), and the College of Film and Digital Media.

Seminole State College (SSC) of Florida, with four (4) Seminole County campuses, is a full-service education provider, offering four-year degrees and two-year college-credit degrees. The Oviedo campus opened in January 2001, with a complement of college-credit, technical, continuing education, and personal enrichment class offerings.

# History of Oviedo

Also contributing to Oviedo's nascent technology clusters are the region's space related industries, missile and defense industries, and the region's entertainment, computer simulation, and digital media industries. Local technology-based employers of Oviedo residents include Florida's Space Coast's Kennedy Space Center and its related industries, Lockheed Martin, and the National Center for Simulation.

Located astride Central Florida's newest high-technology corridor, the City of Oviedo is positioned for dynamic business growth and success. This corridor connects Orange County's Innovation Way, the Medical City at Lake Nona, Orlando International Airport, the University of Central Florida, Central Florida Research Park, the Oviedo Medical Center, and the Orlando-Sanford International Airport. These key components contribute to the burgeoning simulation, digital media, medical sciences, and photonic industry clusters growing in the Oviedo area. The demographics of the communities along this corridor show a region with the key components possessed by established technology centers. The area already possesses similar concentrations of advanced degree residents and professionals, clusters of technology-oriented companies, and the higher education and research facilities found in 'technology centers', such as Tempe, Arizona; San Diego, California; and Austin, Texas.

Oviedo's more traditional business community includes robust retail, finance, real estate, and insurance sectors. These provide additional employment opportunities and the daily services and products utilized by residents, businesses, and visitors. Whether you are a Fortune 500 corporation, technology start-up, or a "home-based" business, Oviedo is fertile-ground to start, relocate, or grow your business.

# City of Oviedo

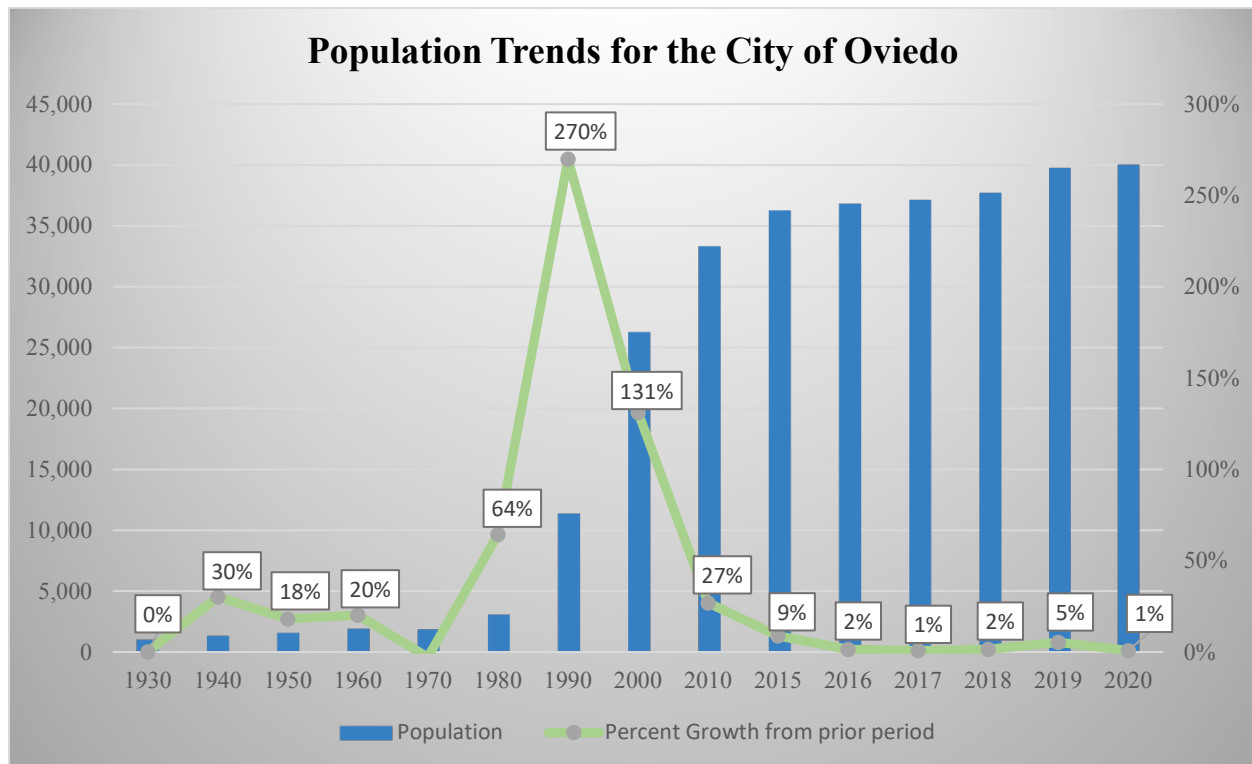
## Miscellaneous Statistical Information

Oviedo was incorporated into a City in 1925 with a population of 800. Today, Oviedo is home to 40,021 residents. Oviedo is located in eastern Seminole County and is approximately 16 square miles in size. The City of Oviedo is part of the Orlando metropolitan statistical area (MSA) and is located in Seminole County. The City is bordered on the south by Orange County, to the north by Lake Jesup and to the northwest by Winter Springs.



### Population

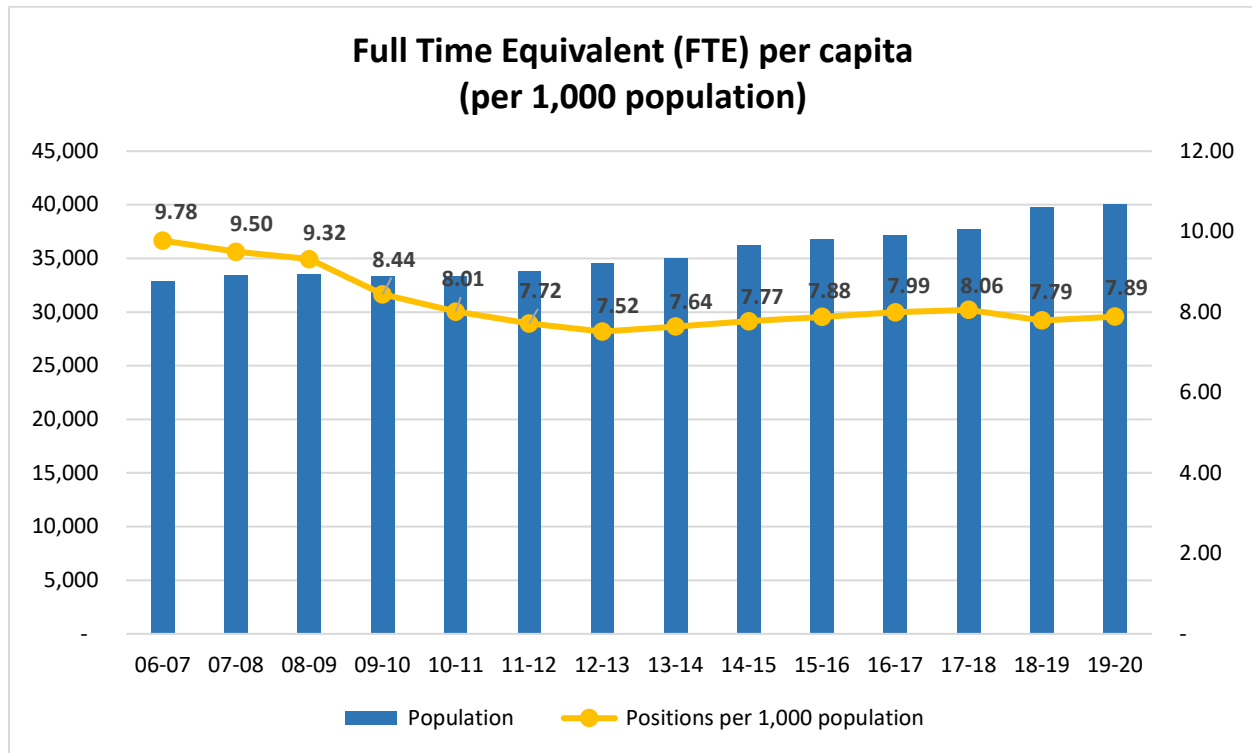
Oviedo resides in eastern Seminole County, which is the 13<sup>th</sup> most populous county in Florida, and makes up approximately 2.2% of the state's total population. The City of Oviedo continues to grow, with the most recent population estimate in FY 2019-20 at 40,021 residents. The median age in the City is 36.4 years. Oviedo is a desirable location due to its top-rated schools, multiple parks, low crime rate, affordable housing and excellent City facilities.



As the City's population continues to grow, so do the services provided to our Citizens. With the increase in services, the City has also had a corresponding growth in employees. While the City's workforce has steadily increased since FY 2012-13 when the number of full and part-time employees totaled 259.83, the City will still have less employees in FY 2019-20 than it did at its peak in FY 2006-07 at 321.25 employees.

# City of Oviedo

## Miscellaneous Statistical Information



### Housing

Homes in Oviedo are overwhelming single-family dwellings. Nearly 92% of homes in the City fit this description, with the remaining 8% of homes being multi-family units. Most homes in the City are fairly new. About 70% of the dwellings were constructed between 1970 and 1999, while 27% have been built since the year 2000. Per the Seminole County Property Appraisers Office, the average home value in Oviedo is \$234,346.



**Average Home Value \$234,346**

### Education

Seminole County Public Schools (SCPS) are renowned for excellence. SCPS has been an “A” rated district for 18 of the 19-year history of the program. In 2019, all of Oviedo’s Public Schools, which include 5 Elementary Schools, 2 Middle Schools, and 1 High School, were all “A” rated.

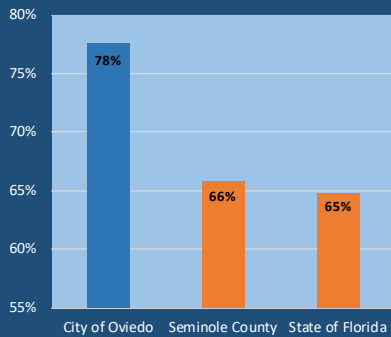
School Grades			
School Name	2017	2018	2019
Evans Elementary	A	A	A
Lawton Elementary	A	B	A
Partin Elementary	A	A	A
Stenstrom Elementary	A	A	A
Jackson Heights Middle	A	A	A
Lawton Chiles Middle	A	A	A
Oviedo High School	A	A	A

# City of Oviedo

## Miscellaneous Statistical Information

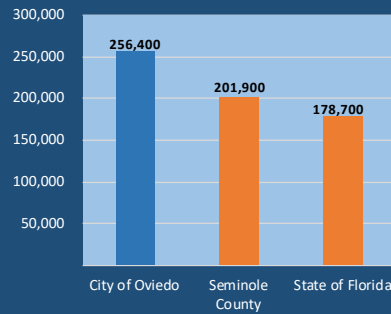
### OWNER OCCUPIED HOUSING

Source: US Census Bureau, 2013 2017 American Community Survey



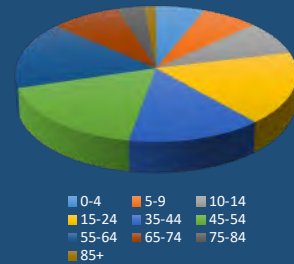
### MEDIAN VALUE OF OWNER OCCUPIED UNITS

Source: US Census Bureau, 2013 2017 American Community Survey



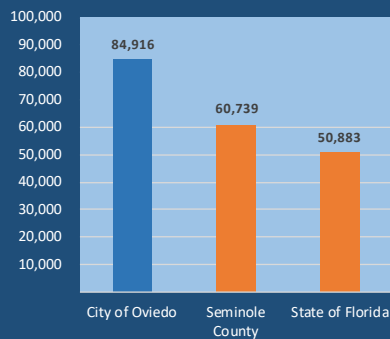
### POPULATION BY AGE

Source: BEBR

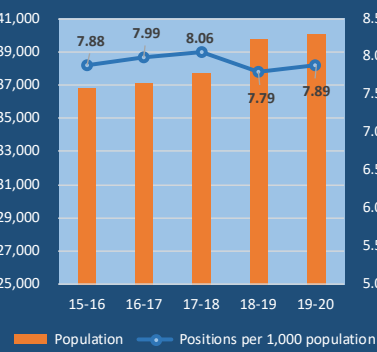


### MEDIAN HOUSEHOLD INCOME

Source: US Census Bureau, 2013 2017 American Community Survey

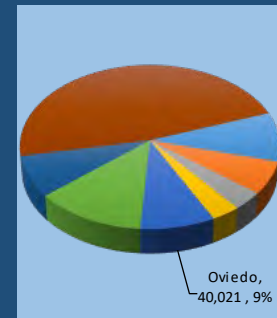


### FULL TIME EQUIVALENT/CAPITA (per 1,000 population)



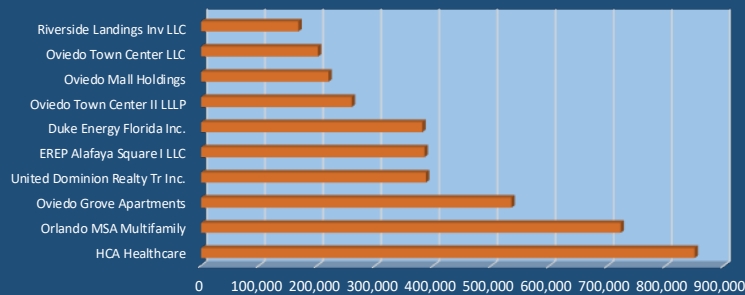
### POPULATION BY CITY

Source: BEBR

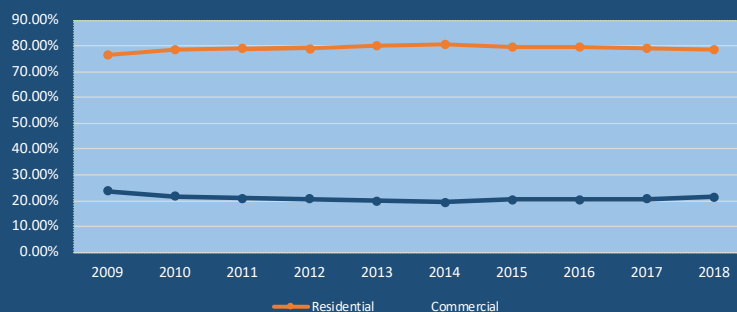


### 2018 TOP TEN TAXPAYERS

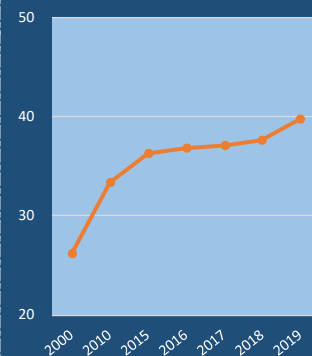
Source: Seminole County Property Appraiser



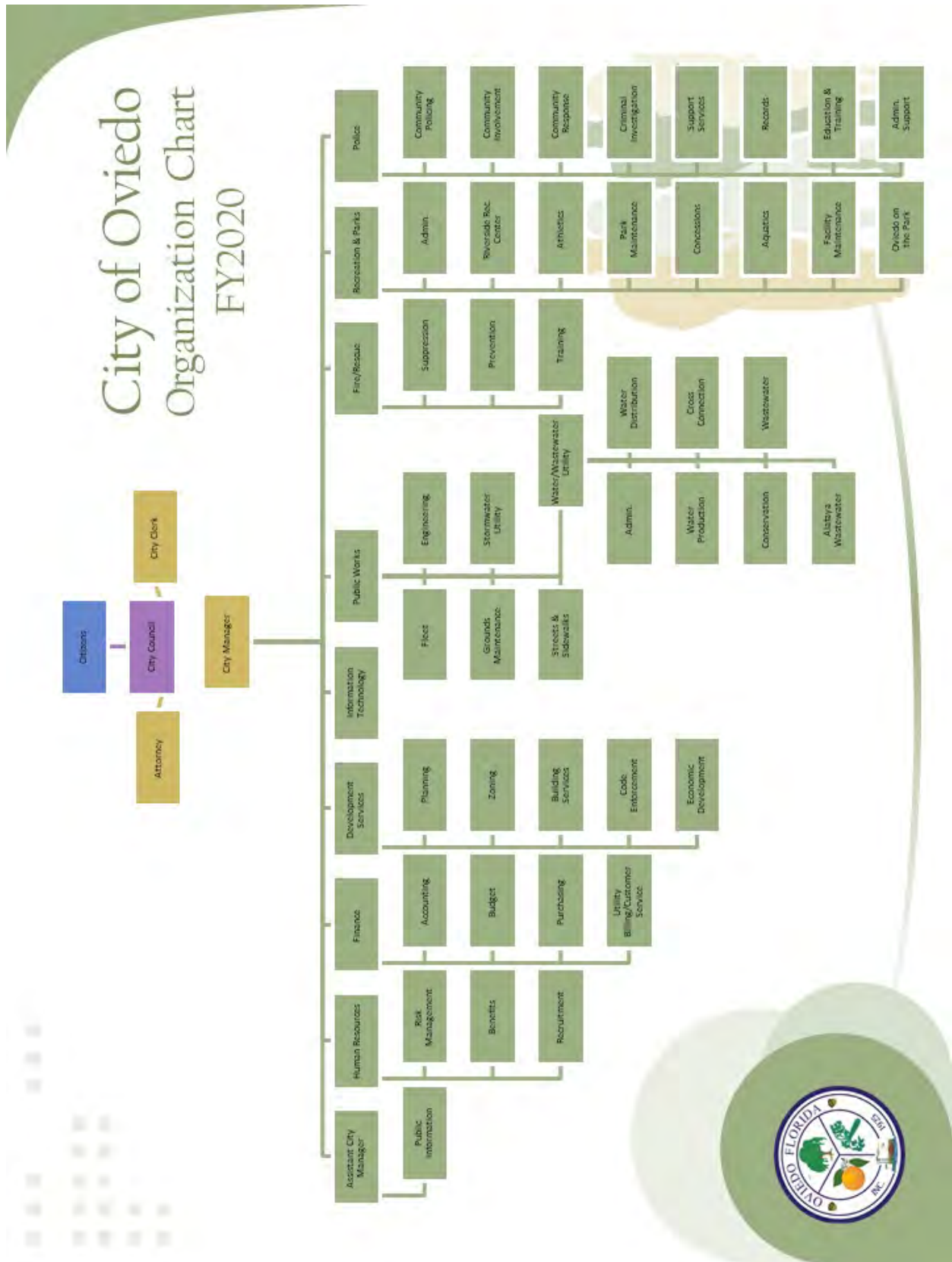
### RESIDENTIAL VS. COMMERCIAL TAXABLE VALUES



### POPULATION GROWTH IN THOUSANDS



# Organizational Chart



# Strategic Plan

An important aspect of Strategic Planning includes economic development. Economic development can be measured by the economic growth and evolution of a community. Economic development promotes changes that enhance the community's economic performance, and that improve/maintain the quality of life in the area. Typical economic development goals may include job creation and retention, wealth generation, property-value enhancement; and future economic stability and self-sufficiency.

The Strategic Plan for the City of Oviedo was created to help guide the City's goals and programs for the next ten years, while taking into account economic development. End results of the City's Strategic Plan are presented on the following pages.

## Strategic Plan

### Strategic Focus Area: Natural and Built Systems

**End Result:** Ensure that the natural and built environment of Oviedo is healthy and sustainable.

#### **Goals**

- Sustain programs and efforts to conserve natural resources.
- Ensure that the infrastructure meets the capacity needs of the City by:
  - Developing infrastructure that enables quality/smart growth.
  - Eliminating existing infrastructure deficits.
- Ensure that new development or redevelopment is done in a sustainable manner.
- Maintain public health protections.

#### **Accomplishments**

- The Regional Stormwater Pond arsenic mitigation evaluation was completed.
- Regional Stormwater Pond (Park) design was completed.
- Utility relocates for the Lockwood Rd. at County Road 419 turn lane improvements design was completed.
- Huntingdale Stormwater Improvements were completed.

#### **On-going Activities**

- Develop alternative water supply.
  - Enhancing distribution system.
  - Enhance Oviedo H2O program, i.e. Florida friendly landscaping.
- Promote energy conservation practices.
- Construct or modify city facilities to be sustainable within budgetary constraints.
- Optimize water conservation usage rates.
- Promote low impact development solutions, healthy-design solutions, and environmentally-friendly building design practices during the review of new development and redevelopment within the City.

# Strategic Plan

- Maintain and enhance stormwater management.
  - Develop programs to implement master plan.
  - Maintain FEMA CRS rating.
- Maintain highest water quality standards.
- Continue and strengthen environmental protection measures and programs.
  - Staff, with the support of the Environmental Consultant, developed language related to the well field protection requirements to allow restricted development of parcels around well fields while maintaining protection of the City aquifer.
- Continue and enhance solid waste recycling.
  - Expand recycling participation particularly in commercial and multi-family areas.
  - Maintain river buffers, natural lands, and conservation areas.

## **Years 2019-20 through 2025-26**

- Advance the City's wastewater reclamation facility to improve treatment and maximize sustainable reclaimed irrigation water supply.
- Evaluate City-owned properties to retain or surplus.
- Design and construct a master stormwater pond to be located in the old downtown area.
- Review infrastructure master plans to determine if updates are needed, and prepare a schedule for updating the plans. Construct an additional 2.5-million-gallon storage tank to the West Mitchell Hammock Water Treatment Facility.
- Plan to relocate the percolation ponds currently located north of City Hall to an undetermined location.
- Redirect master lift station flows to the Oviedo Water Reclamation Facility.
- Enhance sewer system distribution.
  - Evaluate the feasibility of sewer access throughout the City.
- Upgrade water main along SR426 to coincide with SR426/CR419 Phase 2 road widening project.
- Construct Twin Rivers and Riverside reclaimed water infrastructure if financially feasible.

## **Strategic Focus Area: Mobility and Transportation**

**End Result:** A transportation system that will foster economic development, responsible energy use and environmental protection, and health and safety of residents while increasing the ability of people to move around the City.

### **Goals**

- Continue implementing transportation master plan.
- Promote connections to regional multi-modal systems with particular emphasis on:
  - Promotion and expansion of the Flex area (Pick-up line).

# Strategic Plan

## On-going Activities

- Increase walking and biking options.
- Continue to implement strategies identified in the Transportation Master Plan.
- Continue to promote cross-access easement between commercial developments whenever feasible.
- Continue to execute strategies to reduce traffic crashes.
- Conduct public education on transportation alternatives.
- Develop connectivity for all types of vehicles and for pedestrians.
- Continue to support multi-modal options such as the negotiation of Park and Ride Sites.
- Continue to provide a high level of maintenance for the City's roadway network through an aggressive resurfacing program.
- Modify land development regulations to incorporate a parking management approach instead of strict parking requirements.
- Prepare a plan for providing alternative fuel charging stations at City facilities where feasible.

## Years 2019-20 through 2025-26

- Widen SR 426 – SR 426/CR 419 Phase 2 road widening project.
- Investigate widening Mitchell Hammock Road from four (4) to six (6) lanes.
- Re-evaluate the City's roadway system through a new pavement condition analysis.
- Develop an Adaptive Traffic Signalization system along the major arterial corridors of the City.
- Connect Wood Street from SR434 to Oviedo on the Park to improve transportation options in the new downtown.
- Enhance transit options.
- Widen CR 419 – SR 426/CR 419 Phase 3 road widening project.
- Prepare a plan to improve public transportation services that includes how to connect to Sun-Rail.
- Widen SR 434.

## Strategic Focus Area: Economic Vitality and Development

**End Result:** A diverse and strong local economy that brings good jobs and profitable businesses while contributing to the economic health of the City.

### Goals

- Promote diversification of the local economy.
- Continue to execute the strategic economic development plan with continued emphasis on regional efforts.
- Foster redevelopment of business and commercial areas.

### Accomplishments

- Undertook nine (9) pre-application meetings and received twelve (12) new development applications [six (6) associated with development review and six (6) associated with planning].

# Strategic Plan

## On-going Activities

- Enhance partnerships with University of Central Florida and Seminole State College.
- Pursue development of Oviedo on the Park.
- Pursue mixed-use development in the downtown mixed-use districts.
- Pursue development and redevelopment along main development corridor intersections.
- Continue to participate in regional economic development organizations.
- Focus on targeted industries as identified in the Economic Development Plan.
  - Pursue primary (job producing) businesses.
- Monitor and oversee improved permitting process.
- Continue on-going business retention efforts.
- Implement CRA plan.
- Revise city codes to promote redevelopment.
  - Under the LDC rewrite, Staff has already revised and City Council approved LDC Articles XIV, I, II, III, and VIII. Staff is currently working on the re-write of Articles XII, XV, and XVIII.

## Years 2019-20 through 2025-26

- Foster redevelopment of historic downtown.
- Pursue annexation where economically beneficial. Continue to enhance business relocation services.
- Revise City codes to address business needs.
- Plan for and relocate the percolation ponds currently located north of City Hall.

## Strategic Focus Area: Safety and Security

**End Result:** Oviedo will be one of Florida's safest cities.

### Goals

- Be one of the safest communities in the region.
- Maintain fire and police response times at superior levels.
- Ensure a high level of readiness to manage and recover from disasters.

### Accomplishments

- Second semester of school and traffic plans were enacted to educate about school zones, bike, and pedestrian safety.
- Continued the planning of the new police station.
- Completed articles for safety/security for the City newsletter.
- Continued ongoing car seat installation program.

### Professional Standards

- Completed quarterly audits.
- Oversaw the Policy and Procedure review and implementation.

# Strategic Plan

## Community Involvement

- Hosted the Following:
  - Seniors and Law Enforcement Together (SALT).
  - Citizen's Police Academy.
  - Rape Aggression Defense (RAD) class.
- Participated in the Following:
  - Cops and Kids Car Show.
  - A special needs class on safety.
  - Quarterly fire and Code Red drills in all schools.

## Community Policing

- Hosted two (2) High Visibility Traffic Enforcement (HVTE) state funded programs to educate and enforce pedestrian and bicycle safety.
- Implemented a back-to-school traffic safety plan.

## Community Response Team

- Three (3) search warrants were served.
- Twenty (20) alcohol compliance checks were made at establishments that sell/serve alcohol.
- Twenty-three (23) registered felon checks were completed.

## Criminal Investigation Division

- Investigated one hundred ten (110) cases, with twenty-nine (29) cases cleared.
- Had twenty-two (22) callouts.
- Responded to four (4) death investigations.
- Conducted four (4) background for new employees.

## On-going Activities

- Maintain up-to-date equipment and appropriate facilities with emphasis on:
  - Continue to fund a planned vehicle replacement program.
    - Vehicle and equipment replacement programs are in progress.
  - Planning for new Police Headquarters and renovation of the current building.
- Maintain traffic safety.
  - Traffic Crashes:

January 2019 – March 2019	
Traffic Crashes	151
Injuries	34
Fatalities	0
Motor Vehicle vs Bicycle	4
Motor Vehicle vs Motorcycle	3
Motor Vehicle vs Pedestrian	5

- Maintain disaster preparedness readiness and disaster recovery plan.

# Strategic Plan

- Use and update technology for crime prevention.
- Continue police participation in the ION Program and other neighborhood groups.
- Participate in the joint planning of a Boys and Girls Club opening in Oviedo.
- Maintain commitment to first response and other collaborative efforts that are beneficial to the City.
- Continue commitment to comparatively superior ISO and CRS ratings and performance measures.
- Focus on crime prevention, community awareness, and other community policing activities.
- Post a nightly 9:00 p.m. reminder to lock your doors.
- Participate on the Police Facebook page to inform the community of events and police.
  - Police Facebook page has four thousand five hundred forty-two (4,542) likes and four thousand eight hundred sixty-two (4,862) followers.
  - Twitter postings have increased and as of December 30, 2018. The Police Department Twitter account has three thousand two hundred forty-nine (3,249) followers.
- Expand internal fire re-inspection capabilities for existing commercial buildings.

## **Years 2019-20 through 2025-26**

- Enhance Workplace Safety:
  - Build Organizational Safety Awareness through use of the Safety Committee.
  - Conduct annual safety audits of City facilities/follow-up establish process for corrective actions.
- Review Safety Manual.
- Safety and Risk Analyst assists department in conducting investigations of employee accidents and injuries.
- Maintain up-to-date equipment and appropriate facilities with emphasis on:
  - Construction of a new police headquarters facility. Bond referendum approved November 2016 ballot for new police headquarters. Currently working on the next step in the process toward construction.
  - Development of a new EOC. The current plan is to incorporate the EOC within the new Police Department headquarters or other potential EOC locations.
  - Purchase tower truck for Fire Rescue Department in order to maintain ISO grade and respond to rapidly growing urban region with multi use and high-rise combustible structures and other truck company emergency operations in the community.
  - Implement a new Fire/Rescue CAD dispatching system through Seminole County Fire to allow for closest unit to automatically be dispatched utilizing GPS technology.
- Form a Bike Patrol Unit – patrol Oviedo on the Park and neighborhoods. Current staffing will not allow this to occur. Applying for COPS Grant to fund these positions.
  - Grant application not approved.

# Strategic Plan

## **Strategic Focus Area: Recreation, Arts and Culture**

**End Result:** Oviedo offers a wide range of quality recreation, arts and culture activities which satisfy the expectations of residents while also serving to attract new residents and business.

### **Goals**

- Execute and update the Recreation Master Plan.
- Maintain the fiscal health and affordability of recreation programming.
- Maintain the current ratio of park land to number of residents.

### **Accomplishments**

- The Oviedo City Council unveiled the winning design for a mural at Round Lake Park celebrating the Black History in Oviedo during the Dr. Martin Luther King Celebration on January 21, 2019.

### **Cultural Center, Concessions, and Special Events**

- Hosted the Following:
  - Annual Prayer Breakfast at the Cultural Center.
  - Dr. Martin Luther King, Jr. Parade and Celebration at Round Lake Park.
  - Fitness 5K and Wellness Expo at Center Lake Park.
  - Mardi Gras at Center Lake Park.
  - Bark and Brew at Center Lake Park.
  - Movie in the Park series at Center Lake Park.
  - Monthly Food Truck event at Center Lake Park.
  - Bonkerz Comedy Night at the Cultural Center.
  - Rentals for weddings, receptions, showers, parties, seminars, and trainings.
  - Quarterly Employee Appreciation Luncheon at the Cultural Center.

### **Athletics & Gymnasium**

- Hosted the Following:
  - Oviedo Babe Ruth Opening Day at the Oviedo Sports Complex.
  - Florida Kraze Krush began their season at Shane Kelly Park on January 28<sup>th</sup>.
- Initiated the Following:
  - The northwest corner of the Gymnasium basketball court underwent water damage restoration. The wood floor was damaged when the HVAC system experienced a leak during the summer of 2018. Approximately 1,500 sq. ft. of the floor was removed and replaced by Impact Sports Surfaces. Pure Air Control Services provided pre and post remediation to the renovation of the gym by performing environmental inspections and assessments.

### **Aquatics & Riverside**

- Hosted the Following:
  - March swim lessons at Riverside Pool.
  - Summer Camp registration opened March 18<sup>th</sup>.

# Strategic Plan

- Replaced the Following:
  - Three (3) non-operational pool heaters at the Riverside Pool.
  - 10 HP recirculation motor at the Riverside Pool.
- Facilitated the Following:
  - Pressure washed Rippin' Riverside Skate Park, Riverside Facility Pool deck and sidewalks.
  - Repainted the lines, speed bumps, and entrance divider in the parking lot at Riverside Park.

## Facilities Maintenance

- Replaced the Following:
  - Washing machine at Fire Station #1.
  - A/C unit at Center Lake Park Cantina.
  - HVAC at Riverside racquetball courts.
  - Ballast/lamps in Public Safety parking lot.
  - Installed pneumatic edge kits at Fire Station #48.
- Repaired the Following:
  - Sanded the hand rails at Oviedo on the Park.
  - Installed weather stripping to the doors at the Gymnasium.
  - Installed new sink legs on sinks at Center Lake Park bathrooms.
- Facilitated the Following:
  - Stage resurfacing at Cultural Center.
  - Building Health Check at Public Works Administration Building.
  - Safety evaluation of folding doors at Riverside Park.
  - Painting of Fire Chief's office.
  - Pressure cleaned concrete, curbs, and screen room at Fire Station #48.
  - HVAC duct cleaning at the Gymnasium.
- Maintained the Following:
  - Preventative maintenance on doors at City Hall and Annex.
  - Genie Lift Certification.
  - Lochinvar boiler inspection at the Gymnasium.
  - Quarterly preventative maintenance service at all locations.
  - Semi-annual certification of fire system at Gymnasium, Public Safety, Fire Station #48, Fire Station #1, and Shane Kelly Park.

## Parks

- Repaired the Following:
  - Shane Kelly Dog Park gates.
  - Resealed motor joints at Marlow's fountain.
  - Repaired dumpster gates at Shane Kelly Park.
  - Bleachers at the Aquatic Center and Oviedo Sports Complex.
  - Irrigation along Mitchell Hammock Road and Center Lake Park.
  - Bike rack at Gymnasium.

# Strategic Plan

- Replaced the Following:
  - Auto fill on fountain at Center Lake Park Marlow's.
  - Home plate at Boston Hill Park.
  - Bases on Fields D-1 and 3 at the Oviedo Sports Complex.
  - Backstops on fields D-1 and 3 at the Oviedo Sports Complex.
  - Left field fence on Field 3 at the Oviedo Sports Complex.
- Installed the Following:
  - New gates on Field 3 at the Oviedo Sports Complex.
  - New sod on Fields D-1 and 3 at the Oviedo Sports Complex.
  - Receptacle for holiday tree at Center Lake Park.
  - Spring gate closers for the Bark Park.
  - Contactors at Round Lake Park tennis courts.
  - Structures, signs, and sidewalks at the Bark Park.
  - Warning track material on Fields D-1 and 3 at the Oviedo Sports Complex.
- Maintained the Following:
  - Ball fields at Oviedo Sports Complex, Shane Kelly Park, Long Lake Park, and Boston Hill Park.
  - Fountains at Center Lake Park.
  - Mowed walking path at Round Lake Park.
  - Mowed bike path at Shane Kelly Park.
  - Ground stumps at the Oviedo Sports Complex.
  - Removed dead palm and ground stump at Center Lake Park.
- Facilitated the Following:
  - Exhaust fan motor change out at Twin Rivers Golf Course Clubhouse.
  - Fence repair at the Oviedo Sports Complex.
- Performed the Following Field Maintenance:
  - Aeration of Center Lake Park.
  - Aeration of Field 1 at Shane Kelly Park.
- Completed the Following Plantings and Treatments:
  - Herbicide applications at Oviedo Sports Complex, Center Lake Park, and Shane Kelly Park.
  - Fertilized all beds at Center Lake Park.
  - Planted sod along Mitchell Hammock Road right-of-way.
  - Wall-to-wall herbicide application and aeration at Center Lake Park.
  - Cleaned and replanted around the flag pole at the Oviedo Sports Complex.
  - Replanted raised beds behind scorer's table at Fields A, B, C, and D1 at the Oviedo Sports Complex.

# Strategic Plan

## On-going Activities

- Update recreation fees on an annual basis to maintain cost recovery at current levels to offset the General Fund subsidy.
- Continue to develop scholarships for recreation programs. Recreation and Parks issued twenty-four (24) scholarships that totaled \$8,423 in the second quarter of FY 2018/19.
- Continue to deliver a diverse range of recreation programs and community events.
- Review development regulations to ensure the goals of the Strategic Focus Area.
- Shane Kelly Park Dog Park ribbon cutting ceremony was held February 9<sup>th</sup>.
- Improvements to the Stubbs property have been placed on hold. Currently, there is no funding to begin construction. Staff requested funding in FY 2018/19. There are no capital improvement funds in next year's budget to begin the project.
- Round Lake Park improvements, related to the Land and Water Grant, are in progress with an anticipated completion date around the middle of May 2019.
- Staff is continuing the FRDAP Grant improvements to the Oviedo Sports Complex. Anticipated completion date is scheduled for the end of April 2019.
- Staff is taking the revised agreement from FDOT for Friendship Park to City Council for approval in January 2019.

## Years 2019-20 through 2025-26

- Develop new programming for Center Lake Park.
- Installation of the multipurpose field and park maintenance building in FY 2020-2021.
- Construction/renovation of Oviedo Sports Complex with funding from two grants: Land & Water Conservation Fund Program and a Florida Recreation Development Assistance Program in FY 2019-20.
- Accomplish national accreditation for Recreation and Parks in 2019.
- Consider a public referendum for facility construction and land acquisition if needed.
- Complete construction on the multipurpose field and new maintenance building at the Stubbs property.

## Strategic Focus Area: Community Character

**End Result:** Foster and maintain a strong sense of community identity and of place.

### Goals

- Develop a more uniquely identifiable and attractive city.
- Maintain and enhance neighborhood quality.
- Support civic pride and community participation.

### On-going Activities

- Continue, and enhance the neighborhood ION strategy.
- Create an architectural manual and a sign code manual to better communicate the desired character encouraged by the City. During the work sessions held with City Council, staff

# Strategic Plan

proposed a sample of design manuals to be distributed to developers in order to better communicate the proposed LDC urban and architectural design standards.

- Develop resources and awareness of resources to support beautification efforts.
  - Provide Code Enforcement services on a proactive basis, as well as with timely response to complaints. Educate citizens, staff, and other parties on the Code Enforcement process.
  - Promote an ongoing educational process on Code Enforcement issues with residents and businesses, onsite, and at the Department counter. This includes discussing administrative solutions to resolve code enforcement issues identified.
    - Staff is working closely with Development Review, Planning, and Building Services to improve internal processes and communication, as well as code requirements and the LDC rewrite.
    - Code Enforcement Staff continues to process Individual Residential Lot Tree Restoration Plan inspections and present to DRC when required.
    - The Code Enforcement Division continues to carry out the weekend sign pickup program.

## **Years 2019-20 through 2025-26**

- Adopt city-wide streetscaping standards.
  - Solicit RFP/RFQ for branding consultant services.
  - Improve City-owned buffer tract located on the east side of Oviedo Boulevard, north of Mitchell Hammock Road.
  - Create a new City street sign design with new colors and incorporate the City logo.
- Promote “Historic” Downtown redevelopment.
- Undertake neighborhood improvements in mature areas.
- Develop City plan to merge character of the historic downtown with the new town center.
- Conduct a branding initiative.
- Develop resources and awareness of resources to support beautification efforts.
  - Inventory properties.
  - Educate owners.
- Development of various districts and “Green Impact Overlays” to encourage more distinctive development and redevelopment and to broadly promote the goals and objectives of sustainability.

## **Strategic Focus Area: High Performance Government**

**End Result:** A high level of community confidence and trust in city government.

### **Goals**

- Continue high levels of customer service, productivity, and efficiency while maintaining fiscal and organizational health.
- Provide high quality, affordable services.
- Provide leadership on critical local and regional issues.
- Periodic review and updating of the strategic plan.

# Strategic Plan

## **City Clerk**

- Processed one hundred eighty-one (181) lien searches.
- Prepared for the upcoming Mayors and Managers meeting to be hosted by Oviedo in May.
- Completed 2019 candidate election packages.
- Monitored election reports that were due through the TR (termination report) for the 2018 election and the reports that were due for the upcoming 2019 election.
- Continued discussions with the Assistant City Manager and IT Director regarding the conversion of SIRE document imaging to OnBase and SIRE agenda to another software.
- Continued discussions with the Assistant City Manager and IT Director regarding ADA website compliance and interface with the agenda and document imaging software. Met with vendors to determine a possible selection of new software to include closed captioning.
- Scanned over eight thousand (8,000) pages of old records and uploaded over one thousand (1,000) documents into the document imaging system.
- Finalized corrections to the SIRE document imaging database regarding resolutions and ordinances to ensure entries were correct prior to conversion to a new software.
- Continued to evaluate the conditions of the Records Storage Facility, the site being used to store records, and the clean-up of assigned department areas. Provided supplies and safety equipment to the Records Storage Facility.
- Completed the process to streamline all templates used by the Development Services Department. Continued to assist with developing new templates.

## **Information Technology**

- Upgraded VMWare Horizon View from ver. 7.4 to ver. 7.7.
- Upgraded VMWare ESXi and vCenter from ver. 6.0u3 to ver. 6.7u1.
- Installed Site Secure burglar alarm and camera system in Gymnasium and Aquatics Facility.
- Renewed Microsoft licensing for a three (3) year term.
- Installed new Watchguard firewall.
- Installed redundant Unitrends backup appliance.

## **GIS**

- Created Code Enforcement app showing current Business Tax Receipts and Permits.
- Updated GIS with LED lights, and city parks and ponds.
- Assisted Jackson Heights Middle School with GIS program.
- Created maps for City events: Bark Park opening, Bark and Brew, and Mardis Gras.
- Addressed multiple properties and businesses.
- Corrected multiple addressing discrepancies.

## **Recruitment and Selection Employment Services**

- Recruited for twenty (20) position vacancies and filled ten (10) positions.
- Hired thirteen (13) regular employees to fill various department vacancies.
- Processed eighty-six (86) personnel actions.
- Reviewed and processed three hundred three (303) applications for employment.

# Strategic Plan

## **Training and Employee Development**

The HR Department coordinated eight (8) employee development trainings conducted by outside vendors such as FirstNet and Dramatic Solutions. The following training topics were provided:

- New Employee Safety Orientation.
- Sexual Harassment Prevention for Employees.
- Ethical Decision Making.
- Workplace Bullying and Violence Prevention.
- Stress Management at Work and Elsewhere.
- Diversity and Inclusion.
- Eye and Face Protection.
- Office Safety.

## **Safety Program**

The Human Resources Department coordinates and chairs the Safety Committee. Safety Accomplishments include:

- Access to over six hundred (600) online training videos has been made available through the Training Network. This training resource has been utilized as an assigned training for remedial training following an at-fault accident and/or work-related injury. Videos are also made available to supervisors as a proactive training resource for their staff.
- Continued to review and update the City's property schedule.
- Developed schedule for Safety Committee Team members to complete the FY 2018-19 Building Safety Audit.

## **Safety Training**

Shared the following training opportunities and Safety Talk topics with the Safety Committee to be distributed to their departmental staff:

- Get a Handle on Stress.
- What is a Job Hazard Analysis?
- Elements to an Effective Safety Program.
- Safety in the Office: Chair Crashes.
- Eye Protection: Remember Your Safety Eyewear.

## **Risk Management**

The City is self-insured for property and casualty claims. The HR department processes all workers' compensation, general liability, property, and auto claims against the City. HR investigates, adjusts, and works towards settling each claim. The following claims have been managed by the department for the second quarter:

- Reviewed and investigated eleven (11) workers' compensation claims.
- Reviewed and investigated five (5) property claims.
- Reviewed and investigated four (4) liability claims.

# Strategic Plan

- Reviewed and investigated six (6) auto claims.
- Secured consultant (Siver) to develop a Property and Casualty Insurance Request for Proposal.
- Completed draft of RFP and prepared for release to the public on April 6<sup>th</sup>.

## **Safety Orientation for New Hires**

FirstNet Learning System, through PRM, provides safety and compliance training. All new hires, promotions, and supervisory personnel will go through assigned classes. FirstNet covers all core compliance and safety training topics which include sexual harassment, diversity, personal protective equipment, hazard communications, and reporting of workers' compensation and auto accidents. Conducted six (6) new hire safety orientation sessions with a total of fourteen (14) employees.

## **Wellness and Health Care Management**

- Compiled and audited all 1095Cs to employees in compliance with Federal requirements of the ACA and approved and submitted 1094C document for City of Oviedo.
- Awarded \$25 gift cards to one hundred eight (108) employees for successfully completing Project Zero by maintaining or losing weight during the holidays. Sponsored raffle of a smart/watch/wearable to one employee. The number of employees completing the Project Zero challenge successfully represents an 18.6% increase over the number in FY 2017-18.
- Distributed wellness incentives to fifty-five (55) employees awarding \$50 gift cards for completing their Health Risk Assessment at the Wellness Center.
- Organized and promoted the City's 3rd Annual Walking Challenge with over one hundred (100) employees participating as individuals and twenty-three (23) teams.
- Provided support to employees and retirees for the effective utilization of their benefit plans.
- Managed the FMLA, short term, and long-term disability programs. Fourteen (14) employees utilized leave either on a continuous or intermittent basis.

## **On-going Activities**

- Continue to ensure financial health by tax base diversification and growth, adequate financial reserves, comprehensive contract management, health and liability insurance controls, and prudent cost recovery practices.
- Continue to pursue mutually beneficial strategies and partnerships with other local governments and regional agencies.
- Continue to develop a comprehensive approach to pursue Federal and State financial resources that is consistent with the strategic plan.
- Continue to enhance organizational productivity and efficiency by improving organizational performance and customer satisfaction by continuous process improvement and process management.
- Continue to align organizational structure and practices with mission.
- Maintain workforce diversity and opportunity.
- Continue to build a culture of responsiveness and responsibility.
- Continue review of old agreements and City documents for scanning and uploading into the appropriate SIRE cabinet.

# Strategic Plan

- Continue to rename and update documents converted from Questys into SIRE so that they are more easily searchable and located.
- Monitor and track City adherence to safety and compliance training for all new hires and promotions to supervisory positions.
- Research, coordinate, and deliver employee training on pertinent topics which provides employees with information that helps them do their jobs more safely, efficiently, and with greater skill.
- Continue managing the PRM Compliance and Safety training Program – First Net.
- Review the current Strategic Plan for effectiveness, relevance, and the City Council’s direction.
- Staff maintains and updates a bi-monthly interactive project status map in the City’s website.
- Staff manages to review the development applications within the approved review time frames.
- Continued review and implementation of Classification and Compensation Plan to address compression issues.
- Maintain competitive wage and benefit structure.
- Promote employee wellness by maintaining or enhancing incentives for completing Health Risk Assessments, as well as for employees meeting healthy benchmarks.
- Continued recruitment efforts via Neogov while performing external sourcing (when applicable).
- Continued to train key department personnel on the use of Neogov’s Online Hiring Center (OHC).

## **FY 2019-20 through 2025-26**

- Continue to enhance productivity and customer service through Staff development.
- Continue to expand e-government, including online services, GIS, and electronic records with an emphasis on:
  - Maintaining a robust IT infrastructure that encourages citizen participation.
  - Expansion of GIS.
- Continue to implement comprehensive citizen engagement practices.
  - Develop and implement a Social Media Marketing Plan.
- Reduce the amount of touches and time it takes to facilitate a process without impacting controls.
  - Review payroll for continued development of electronic processing.
  - Continue automation of labor-intensive services.
  - Continue transition to paperless environment.
- Study the implementation of a credit check option in lieu of collecting utility deposits.
- Develop mentoring effort to support succession plans.
  - Implement succession plan proposal to prepare the departments for pending retirements.
  - Pending approval of proposal made by Institute of Government and submitted in department’s budget proposal.
- Work with NCS in creating a new Citizen Survey.
- Review fees and charges associated with Utility customers turned off for non-pay or late payment.

# Strategic Plan

- Increase the Fund Balance within the General Fund from 15% to 20%, building financial capacity and strength in the General Fund.
  - Find suitable City records storage location that meets State requirements for paper records storage.
  - Select one representative from each department to be trained to search SIRE records that are not available through the search function on the website (agreements, land records, project files, etc.) and complete the training process.
  - Work with Hyland Software to migrate the SIRE agenda and document imaging systems to OnBase with the release of OnBase 16.
- 
- **Strategic Plan Goal, Objective, or strategy**
    - **Strategic Plan Sub-goal, Objective, or strategy**

# Budget and Financial Policies

## **Purpose:**

The City's financial and budget policies are intended to guide elected officials, the City Manager, and staff in their on-going role as the financial stewards of the City. The policies will guide essential decisions affecting budget and financial matters to ensure that the City is financially prepared to meet its immediate and long-term service objectives. The individual policies contained herein serve as guidelines for financial planning, budget preparation, implementation, evaluation, and internal financial management of the City, and may be amended from time to time.

## **Objectives:**

In order to achieve the purpose of the Comprehensive Financial and Budgetary Policies, the following are objectives for the City's fiscal performance.

- \* To guide City Council regarding management policy decisions having significant fiscal impact.
- \* To set forth operating principles to minimize the cost of government and financial risk.
- \* To employ balanced and equitable revenue policies that provide adequate funding for desired programs.
- \* To maintain appropriate financial capacity for present and future needs.
- \* To promote sound financial management by providing accurate and timely information on the City's financial condition.
- \* To protect the City's credit rating and provide for adequate resources to meet the provisions of the City's debt obligations on all municipal debt.
- \* To ensure the legal use of financial resources through an effective system of internal controls.

## **Financial Planning and Trends Monitoring:**

The City shall develop and maintain a 3 to 5 year financial trend model that forecasts revenues and expenditures based on a set of accepted assumptions. The financial trends forecast will be presented to the City Council to discuss long-term budget trends and implications of various budget scenarios. This will allow the City Council to establish budget policy and direction to the City Manager for the development of the upcoming annual operating and capital budgets.

## **Operating Policies:**

The City will adopt a balanced budget, in which total revenues equal total expenditures for each fund. Fund balance, within policy guidelines, may be used as a source of revenue if there is an imbalance between revenues and expenditures. The City will evaluate the fiscal impact of new proposals, operate as efficiently as possible, and constantly review City services for appropriateness and effectiveness.

### *1. Expenditures Shall be Within Current Revenue Projections:*

Ongoing expenditures should be equal to or less than ongoing revenues. The City must identify ongoing resources that at least match expected ongoing annual expenditure requirements. One-time revenues, non-recurring revenues, and ending fund balances will be applied to reserves or to fund one-time expenditures; they will not be used to fund ongoing programs.

# Budget and Financial Policies

## *2. Continual Improvement of Service Delivery:*

The City will seek to optimize the efficiency and effectiveness of its services through strategic planning efforts, performance budgeting and measuring, and by evaluating service provisions by surveying citizens and customers and by comparing to other cities.

## *3. Budget Lapses at Year End:*

All Operations and Maintenance (O&M) budget appropriations, except for capital project funds, shall expire at the end of a fiscal year. In accordance with Generally Accepted Accounting Principles (GAAP), purchases encumbered in the current year, but not received until the following year, will be paid from the budget of the following year. However, when necessary, City Council may authorize a re-appropriation to resolve unusual situations or hardships caused by this policy.

## *4. Fixed Asset Inventories:*

Accurate inventories of all physical assets to include their condition, life spans, and cost will be maintained to ensure proper stewardship of public property. The Finance Director will establish policies and appropriate procedures to manage fixed assets, including establishing the threshold dollar amount for which fixed asset records are maintained and how often physical inventories will be taken.

## **Accounting, Auditing, and Financial Reporting Policies:**

The City shall maintain a system of financial monitoring, control, and reporting for all operations and funds in order to provide an effective means of ensuring that overall City goals and objectives are met.

## *1. Auditing:*

The City's independent auditing firm will annually perform the City's financial and compliance audit. Their opinions will be contained in the City's Comprehensive Annual Financial Report (CAFR). Results of the annual audit shall be provided to the City Council in a timely manner.

The independent auditing firm will be competitively selected in accordance with Florida Statutes and standards of the Governmental Finance Officers Association.

## *2. Accounting System:*

Financial records will be maintained on a basis consistent with GAAP, the Governmental Accounting Standards Board (GASB), and the standard practices of the Government Finance Officers Association of the United States and Canada (GFOA). In addition, the City will comply with rules of the Auditor General and Uniform Accounting System as required by the State of Florida.

## *3. Excellence in Financial Reporting:*

As an additional independent confirmation of the quality of the City's financial reporting, the City will annually seek to obtain the Government Finance Officers Association Certificate of Achievement for Excellence in Financial Reporting. The CAFR will be presented as a method of communicating with citizens about the financial affairs of the City.

# Budget and Financial Policies

## Revenue Policies:

The City should be sensitive to the balance between the need for services and the City's ability to raise fees, charges for services, and taxes to support those services.

### *Revenue Diversification:*

The City shall strive to maintain a diversified mix of revenues in order to balance the sources of revenue amongst taxpayers and to provide ongoing stability and predictability in order to handle fluctuations in revenues and better distribute the cost of providing services.

### *Charges for Services:*

As much as is reasonably possible, City services that provide private benefit should be supported by fees and charges in order to provide maximum flexibility in use of general City taxes in meeting the cost of services of a broader public benefit.

1. Charges for services that benefit specific users should recover full costs, to the extent feasible, including all direct costs, and indirect costs, such as operating and maintenance costs, overhead, and charges to capital costs (depreciation and debt service).
2. When consistent with legal requirements and other City interests (such as remaining competitive within the region or meeting other City objectives), a subsidy of a portion of the costs for non-enterprise activities may be considered.
3. The City shall commit to obtaining or performing a cost of services study no less than once every three years, the result of which shall guide the development or

revision of charges for services and the level of cost recovery. Impact Fees shall be reviewed at least every five (5) years as required by the Comprehensive Plan.

4. The City will set fees and user charges for each enterprise fund, such as Water/Wastewater and Stormwater, at a level that fully supports the total direct and indirect costs of operation including the cost of annual depreciation of capital costs.

### *Grant Guidelines:*

The City shall identify and disseminate grant opportunities. The appropriate department shall be responsible to prepare and submit the application in compliance with all Grant requirements as detailed in the respective grant agreement. The Department will also prepare and submit financial and project reports, reimbursement requests, close-out reports and any other items required by the grantor. Submissions for grants that are less than or equal to \$35,000 can be approved by the City Manager and grants that are over \$35,000 require City Council approval. Grant agreements in acceptance of both competitive and entitlement grant awards shall be approved by the City Attorney. Anticipated entitlement funds received on an annual basis, should be included in the budget preparation to the fullest extent possible. Grant awards that are not included in the budget will require a City Council approved Budget Amendment to allocate the anticipated revenue and expenditures.

# Budget Document Format

## **Budget Message and Budget Introduction Information**

The budget message reflects the City Manager's perspectives and analysis of key budget issues. Following the budget message is information related to the location, history, organization, strategic priorities, and a general overview of the budget process.

## **Budget Graphics and Trends**

The budget graphics section contains an overview of this section with graphs summarizing changes in the tax rate and composition of the city's tax base, total appropriated budget by fund, total budget summary, fund balance overview by fund, position authorization summary and personnel related graphics, and revenue trends for major operating revenue sources.

## **Revenue Detail and Expenditure Summaries by Fund**

This section of the document provides revenue detail and expenditure summary information for each fund. The section is segregated by fund type. Each fund presents budgeted and actual revenues and expenses for two prior years, the adopted and amended budget for the current year, and the adopted budget for upcoming year.

## **Operating Budgets by Department and Program**

This section of the document includes the budget detail for each department and program of the City, consistent with the City's organizational structure. Each program budget displays the following two (2) budget pages:

\* **Performance Profile** with program description, department goals, department accomplishments, personnel summary, and performance outcomes.

\* **Expenditure Summary** with prior two years actuals, current year adopted and amended budgets and the upcoming year adopted budget.

## **Internal Service Funds**

This section of the document includes the budget detail for each department and program of the City, consistent with the City's organizational structure. Each budget displays a Summary of Revenues and Expenditures, as well as a Detail Breakdown of the Revenues and Expenditures.

## **CIP Projects**

This section includes the 10-Year Capital Improvements Program.

# Budget Process and Calendar

## Budget Process Overview

The process for preparing and adopting the City's Annual Budget and levying a property tax rate is conducted in accordance with the provisions of Chapter 200 of the Florida Statutes and the City's Code of Ordinances. Chapter 200, Florida Statutes, outlines the budget process beginning with the certification of taxable value on or before July 1 by the County Property Appraiser. The setting of the millage rate and budget involves a formal process otherwise known as "TRIM" (Truth in Millage). "TRIM" serves to formalize the tax levying and budget adoption process by requiring a specific method of calculating the tax rate and any increase, the form of notice to property owners, and public hearing and advertisement requirements prior to the adoption of the annual budget and tax rate.

## Budget Methodology

The development of the Annual Budget is comprised of three major (3) initiatives:

- \* Strategic Planning and the Financial Trends Outlook
- \* 10-Year Capital Improvements Program (CIP) development
- \* Operating Budget preparation

The budget entails a four-step process including *preliminary planning and preparation, review, adoption, and monitoring*.

## Preliminary Planning

Each year before actual preparation of the operating budgets by City departments, the City Council meets to review/revise the City's strategic priorities. Each quarter the

Council is provided with a quarterly prospectus, which provides a financial trends outlook for the City's three operating funds.

In a workshop setting, the City Council reviews and discusses major budget trends and then provides policy direction for preparation of the upcoming fiscal year budget.

## Budget Preparation

In March, the 10-Year CIP process is initiated with the City Departments. The CIP for the upcoming fiscal year is the only year in which actual funding is appropriated. In this way, the 10-Year CIP also serves as the basis for prioritizing and recommending capital improvements and related funding in the ensuing fiscal year budgets.

Development of the Annual Operating Budget begins with a budget kickoff meeting in March to review instructions and distribute budget materials. City departments are tasked with three major budget development activities during an approximate 60-day period from mid-March to mid-May:

Preparing estimated expenses for the current fiscal year by program and line item and reporting on the status of Program Performance Outcomes.

Review and revision of the current performance profile and revising of Performance Outcomes for the new budget year.

# Budget Process and Calendar

Development of the operating budget request utilizes the City's on-line budget preparation system. Operating expenditure requests include expenditures necessary to continue the current level of service for a program with allowances for increases in certain fixed/semi-fixed costs such as fuel, electricity, liability insurance, and vehicle repairs.

## **Review and Public Participation**

After review by the budget staff, each Department Director and Division Manager meets with the City Manager, Finance Director and Assistant Finance Director from late May to mid-June to discuss their budget requests, related trends and issues, and performance outcomes. Preliminary decisions are made regarding the department requests and the budgets are altered accordingly. The Budget Office and City Manager review any outstanding issues and determine if the proposed budget expenditures can be funded within projected revenues. If not, further budget adjustments may be required.

The proposed budget document is produced by the Budget Office from mid-May through mid-July and submitted to City Council prior to July 31. Individual meetings with City Council members and at least one work session are held to discuss the City Manager's recommended budget. The City Council then adopts the tentative millage rates prior to August 4 at either a regular or special meeting. The tentative millage rates are submitted to the Seminole County Property Appraiser for placement on the Truth In Millage (TRIM) notification that is mailed to all property owners in August.

In September, two required public hearings are held by the City Council to adopt the proposed millage rates and proposed budget. The new fiscal year starts on October 1 of each year.

## **Monitoring**

All Departments are required to monitor their respective budgets utilizing the City's on-line financial system. Budget status reports are also distributed on a quarterly basis to all Department Directors and Division Managers. These tools are used to ensure that the adopted budget is being adhered to. The Budget Office performs a more comprehensive monitoring of all budgets (revenues and expenses) on a monthly and quarterly basis to identify and explain significant variances.

# Budget Preparation Schedule

<b>February 13</b>	<b>CIP Kick-Off Meeting</b>	<b>City Manager Budget Office Department Directors Managers/Supervisors</b>
<b>March 14</b>	<b>Budget Kick-Off Meeting</b>	<b>City Manager Budget Office Department Directors Managers/Supervisors</b>
<b>March 25</b>	<b>City Council Budget Work Session</b>	<b>City Council</b>
<b>April 22- May 10</b>	<b>Budget Review Meetings</b>	<b>City Manager Budget Office Dept. Directors &amp; Staff</b>
<b>May 29</b>	<b>City Council Budget Work session</b>	<b>City Council</b>
<b>June 1</b>	<b>Preliminary Estimate of Taxable Value Submitted to the City</b>	<b>Property Appraiser</b>
<b>July 1</b>	<b>Certification of Taxable Value due to the City</b>	<b>Property Appraiser</b>
<b>July 15</b>	<b>Approval of Tentative Millage Rates By City Council</b>	<b>City Council</b>
<b>No later than July 31</b>	<b>Proposed Budget Books Provided to City Council</b>	<b>Budget Office</b>
<b>No later than August 4</b>	<b>Notification to the Property Appraiser of Proposed Millage Rates, Rolled Back Tax Rate, and Date, Time and Place of the First Budget Public Hearing</b>	<b>Budget Office</b>
<b>August 26</b>	<b>City Council Budget Work Session to Review Budget Document</b>	<b>City Council</b>
<b>September 5</b>	<b>First Public Hearing to adopt Proposed Millage Rates and Budget</b>	<b>City Council</b>
<b>September 16</b>	<b>Second Public Hearing to Adopt Final Millage Rates and Budget</b>	<b>City Council</b>
<b>October 1</b>	<b>Beginning of Fiscal Year</b>	

# Budget Development Guidelines

## Revenues:

1. The General Fund budgeted Ad Valorem revenues will be based on a 95% tax collection rate, or a rate that is consistent with prior years' collection trends as computed against the Current Year Gross Taxable Value as shown on Form DR-420 provided to the City by the Seminole County Property Appraiser.
2. Revenue projections for all major non-ad valorem revenue sources will be based on prudent trend analysis that considers current and projected economic conditions. Budget projections for State-shared revenues will consider State of Florida estimates that are contained in the Local Government Financial Information Handbook as one of several factors for determining final revenue estimates.
3. The City should exercise caution with regard to entering into agreements for one-time revenues that may adversely affect the City's long-term interests or result in future obligations.
4. The use of revenues which have been pledged to bond holders will conform to bond covenants which commit those revenues.
5. In balancing the City's annual budget, the City will balance the General Fund operating budget against current income. If fund balance must be appropriated to balance the budget, no more than three percent (3%) of all General Fund revenue will be comprised of appropriated fund balance and will be targeted to the extent possible against funding one-time capital improvement projects.

## Expenditures:

1. The City Council will adopt the annual budget at the fund level, whereas department managers will prepare their respective budgets at the department and program level and allocate appropriations to specific line items.
2. Personnel services will be estimated based on collective bargaining provisions governing salary adjustments, whereas salary adjustments for non-bargaining unit employees are based on parameters defined by the City Manager and approved by the City Council.
3. Pension amounts are based on the defined level of funding as determined by the City's actuary and the parameters of the respective pension plans. Health insurance premiums and related benefit contributions to be paid on behalf of City employees will be estimated based on current market conditions that affect annual premium adjustments.

## Reserves:

1. The General Fund unappropriated fund balance will be maintained at a minimum equal to fifteen percent (15%) of the annual General Fund budget. Should the undesignated fund balance fall below 15%, the City Council will take necessary steps to replenish the reserve to the 15% target level prior to the close of the following fiscal year.
2. If the ending undesignated fund balance in the General Fund is above 15% of General Fund expenditures at fiscal year-end, the City Council may transfer the excess amount above 15% to any of the non-Water/Sewer Capital Project Funds.

# Budget Development Guidelines

The City Manager will disclose the excess amount, if any, after completion of the financial audit and recommend transfer options for the subsequent fiscal year.

3. In order to provide the resources necessary to ensure continued operations of the City's Water/Wastewater programs should a natural disaster occur or significant changes in the weather pattern, the City shall establish a cash reserve equal to a minimum of one hundred twenty (120) days of the Water/Wastewater operating budget. (Operating budget by definition does not include debt service or capital expenditures.)
4. The City shall maintain a minimum cash reserve balance in the Water/Wastewater Renewal and Replacement Fund equal to 50% of the prior year depreciation expense for plant and equipment. (Operating budget does not include depreciation expense which is used to fund renewal and replacement.)

## Capital Improvements Planning:

1. The City Manager will annually prepare and update a 10-Year Capital Improvements Program (CIP) to reflect the capital investment needs of the City consistent with the Comprehensive Plan and other master plans approved by the City Council. The 10-Year CIP will focus on projects that have an identified funding source and consistent revenue stream.
2. Capital Improvement Projects will be prioritized for funding in accordance with the following criteria:

- a. First priority to items which threaten public health or safety;
  - b. Second priority to correcting existing deficiencies of infrastructure and public facilities (with the deficiency measured against adopted levels of service);
  - c. Third priority to renewal and replacement of obsolete or "worn out" facilities;
  - d. Fourth priority to infrastructure and facilities needed to accommodate desired future growth;
  - e. Fifth priority to items determined by the City Council to be of citywide benefit.
3. To the extent that capital improvement projects will impact recurring operating expenses and revenues, the impacts will be projected in the 10-Year CIP and will be included as required in the proposed annual operating budget.
  4. As part of the 10-Year CIP, a vehicle replacement schedule will be developed and updated annually for a five-year period. A separate vehicle replacement fund will be established for the General Fund and the Water/Wastewater Enterprise Fund.
  5. To the extent possible, the City will develop and periodically update master plans for water/wastewater, stormwater, roads and sidewalks, and recreational facility improvements. The master plans will serve as the planning tool that will determine CIP priorities and costs for the respective improvements.

# Budget Development Guidelines

## Debt Management:

The City shall maintain a minimum Debt Service Coverage of one hundred twenty five percent (125%) in the Water/Wastewater fund (income available for debt service divided by the maximum debt service requirement).

The City shall review its outstanding debt issues annually for the purpose of determining if the financial marketplace will afford the City the opportunity to refund an issue and lessen debt service costs.

The City will confine long-term borrowing to capital improvements which have useful lives exceeding five years and cannot be financed from current revenues or fund equity.

The City shall limit debt service on revenue bond debt to no more than ten percent (10%) of General Fund operating revenues.

The City shall engage in long-term debt only to the extent authorized by controlling law.

## Budget Amendments:

### 1. Administrative Approval of Intra-departmental Budget Transfers

Any budget transfer within or between “object categories” (expenditure accounts such as personnel services, operating expenses, and capital outlay) that does not increase or decrease the approved total appropriation of a Department within the same department or fund shall be reviewed by the Finance and Budget Office or designee and approved by the City Manager or designee.

### 2. Council Approval of Budget Amendments

The following budget amendments shall be approved by Resolution by a majority vote of the City Council:

- a. All interfund transfers regardless of the amount;
- b. Recognition of non-budgeted and unanticipated grant revenues received during the fiscal year;
- c. Any increase or decrease in appropriated fund balance;
- d. Any increase or decrease in the total approved appropriation of a fund.

### 3. Budget Revisions

After adoption of the annual budget, any budgetary transaction that causes an increase or decrease to fund totals is considered a Budget Amendment. This includes, but is not limited to, grants, donations, insurance settlements, reimbursements, and increased receipts from enterprise funds or proprietary funds for a particular purpose.

After implementation of the budget, all requests to change any appropriation, personal structure, project, capital request, or contract change orders must be submitted to the Budget Office for appropriate routing and approvals.

## Review and Revision:

The Finance and Budget Office shall periodically review and recommend revisions to the comprehensive financial and budgetary policies as may be necessary to ensure ongoing legal compliance and/or to reflect actual or revised practices. The City Manager will recommend revisions to the City Council on a periodic basis as needed.

# Significant Budget Assumptions

## Major Operating Revenues

### **PROPERTY TAXES**

#### **Description**

Property taxes are levied by the City on the taxable value of real and personal property located within the City. Property taxes are the primary source of revenue (approximately 43% of all General Fund revenues) that support the traditional municipal services funded from the General Fund.

#### **Significant Assumptions**

Certification of the taxable value is received from the Seminole County Property Appraiser on or about July 1.

\* General Fund property tax revenues for the upcoming year are estimated based on a slight increase in the millage rate. The budget estimate for property tax revenue is as follows:

Prior Year Ad Valorem Proceeds/Adjusted Current year Taxable Value (excludes new construction) = Current Year Rolled Back Rate.

\* The estimated property tax rate for the voted debt service millage levy is based on the principal and interest payment required for the fiscal year less projected interest earnings. The millage levy is calculated as follows: Debt Service Payment/Gross Taxable Value/.95.

### **UTILITY SERVICES TAX**

#### **Description**

The Public Service Utility Tax is a local option tax currently set at the maximum rate of 10% on the purchases of electric, water,

and propane and a 5.56% telecommunication services tax that is passed on to the consumer as authorized by Section 166.231 of the Florida Statutes. All Utility Tax revenue is accounted for in the General Fund.

#### **Significant Assumptions**

Projected revenues for the upcoming fiscal year are based on historical trends and current year experience coupled with any proposed rate changes from the utility providers.

### **FRANCHISE FEES**

#### **Description**

This category of revenue is comprised of a 6% Franchise Fee assessed against electric, natural gas, solid waste (residential and commercial), propane, and sewer. The fee is passed on to the consumer and all Franchise Fee revenue is accounted for in the General Fund.

#### **Significant Assumptions**

Projected revenues for the current fiscal year are derived from historical trends and current year experience. Franchise Fee revenue forecasts also consider fuel adjustment increases approved for electric utility companies by the Public Service Commission (PSC) and any proposed rate changes.

### **LOCAL OPTION GAS TAX**

#### **Description**

The City's share of the 6<sup>th</sup> Cent gasoline tax levied in Seminole County and shared between the County (63.6% fixed share) and the County's 7 municipalities is based on an Interlocal agreement. Revenue is budgeted

# Significant Budget Assumptions

## Major Operating Revenues

in the Transportation Improvements Fund to fund road resurfacing and other road and sidewalk improvements.

### Significant Assumptions

Projected revenues are based on the countywide Gas Tax revenue estimate multiplied by the City's allocation factor. The estimate is then adjusted for current revenue trends.

### LICENSES AND PERMITS

#### Description

The primary source of revenue includes Occupational Licenses and Building Permit Fees. Building Permit fees are included in a Special Revenue Fund to account for the direct and indirect costs and related revenues related to the enforcement of the Florida Building Code. Occupational Licenses are remitted to the General Fund as in prior years.

### Significant Assumptions

Building Permit revenue projections are based on a continuation of current year trends that is considered as "base" revenue. Added to the base amount are revenues from projects that are expected to reach the permitting and plans review stage next fiscal year. Occupational License revenue estimates assume no growth over the current year estimate.

### INTERGOVERNMENTAL REVENUE

#### Description

Intergovernmental revenue consists primarily of State-shared revenues collected by the State of Florida and

remitted back to local governments based on statutory or administratively determined formulas. This category of revenues also includes State and Federal grants. The predominant source of revenue included in the intergovernmental category includes State Revenue Sharing and the State-Shared Half-Cent Sales Tax. Both revenue sources are used to support general government services funded from the General Fund.

### Significant Assumptions

Projected revenues for the upcoming fiscal year for the Half Cent Sales Tax are based on a seasonality projection of the current year and seven prior years. State Revenue Sharing is based on the prior year estimate with 4% growth assumed. Internal estimates are then compared against the estimates prepared by the *Florida Legislative Committee on Intergovernmental Relations*.

### CHARGES FOR SERVICE

#### Description

Charges for Service are locally generated revenues assessed against users of a particular program or service. The most significant charges for service in terms of revenue production include fees charged for recreation activities, emergency medical transport, school resource officer payments, and development related plan review fees. Revenues are remitted to the General Fund and offset a portion of the costs associated with providing the service. Charges for service in the City's Enterprise Funds include Water and Wastewater fees and Stormwater Utility fees.

# Significant Budget Assumptions

## Major Operating Revenues

### Significant Assumptions

Projections for EMS Transport Fees are based on current year trends.

Projections for Recreation Activity fees are based on an estimate of prior year revenues that are adjusted for facility/program usage trends.

Projections for Water, Sewer, and Reclaimed revenues have been adjusted based on a trend analysis.

### FINES AND FORFEITURES

#### Description

Court Fines levied for violations of City ordinances comprise the primary source of revenue in this category. The revenues are remitted back to local governments at varying percentages and deposited directly into the General Fund to offset the cost of Code Enforcement and Law Enforcement.

### INTEREST EARNINGS

#### Description

Interest earned on the City's pooled cash investments that are allocated to various funds based on the prorated share of cash that is invested from each fund.

### Significant Assumptions

Revenue estimates consider current and projected yield trends coupled with projected changes in cash balances of each fund.

### INTERFUND TRANSFERS

#### Description

Interfund transfers are internal movements of revenue among funds that provide needed sources of financing or reimbursements for expenses (such as indirect costs) incurred on behalf of another fund.

Transfers to the General Fund for indirect costs are reviewed periodically to ensure reasonableness. Indirect costs are calculated for the Building Services, Water/Wastewater Operating, and Stormwater Utility Funds.

# Significant Budget Assumptions

## Major Operating Expenditures

### **PERSONNEL SERVICES**

#### **Description**

Personnel costs include salaries, benefits, and payroll matching costs for all authorized full and part time employees. Salaries include regular wages, overtime, and special pays whereas payroll matching costs include FICA and workers compensation. Benefits funded directly in the budget include required pension contributions and payment of health, long-term disability, and life insurance premiums.

#### **Significant Assumptions**

The budget is predicated on the full (100%) funding of all current positions. The budget does not include a factor for turnover or lapse salaries. Wage adjustments and funding of benefits is based on the following factors:

- 3.0% wage adjustment for all employees.
- Police and Fire Union bargaining contract adjustments.
- On behalf of each City employee, the City budgets the full cost of Blue Cross/Blue Shield PPO health insurance plus life insurance and long-term disability. The FY 2019-20 budget includes a 2% increase in health premiums.
- The budget includes the required City contribution based on an actuarial study to fund the Fire and Police defined benefit pension plans. The Police contribution increased from 13.19% to 14.46% for FY 2019-20 and the Fire contribution increased from 10.10% to 10.60%.

- The employer contribution to the 401(A) defined contribution plan for all other City employees is set at the actual matching amount depending on the employee contribution up to a maximum of 5%.
- The City does not budget for compensated absences.

### **OTHER OPERATING EXPENSES**

#### **Description**

Includes recurring and one-time expenditures for purchasing goods and services (such as materials and supplies, utilities, telephone, building repairs, travel and training, fuel, and vehicle repairs) that are not classified as personnel services or capital outlay and are necessary for a City program to provide services to the public.

#### **Significant Assumptions**

Departments were required to develop their FY 2019-20 budget at operating expense levels similar to the current year FY 2018-19 budget amounts. Inflationary and/or market adjustments for fixed cost items such as fuel, electric, and liability insurance, were made to departments that could not fund normal activities with the increased costs of these adjustments without an increase to the overall budget.

Fixed costs such as general liability insurance, fuel, and electricity are adjusted based on market conditions whereas health insurance costs are based on current year trends and experience for claims liability coupled with estimated renewal costs for reinsurance and administrative costs.

# Significant Budget Assumptions

## Major Operating Expenditures

### **CAPITAL OUTLAY**

#### **Description**

Those items with per/unit costs of more than \$5,000, such as office equipment or furniture and other equipment with a useful life of one year or more.

#### **Significant Assumptions**

Capital outlay items are requested and evaluated on a case-by-case basis to maintain current service levels or to provide a higher service level.

During the budget development process, prior year appropriations are not considered, and therefore, all capital outlay is assumed to begin at a zero base.

### **CAPITAL IMPROVEMENTS**

#### **Description**

Capital Improvements are permanent additions to the City's fixed assets that include projects such as road improvements, recreation and general facility improvements, replacement and acquisition of vehicles and water/wastewater and storm water drainage improvements. Capital improvement projects generally have a total value of at least \$25,000 or more, have a minimum useful life of five years, and are included in a separate 10-Year Capital Improvements Program (CIP).

- The CIP serves as the companion to the Capital Improvements Element of the Comprehensive Plan, which outlines capital improvements that are required to maintain adopted levels of service and keep pace with community growth. The 10-Year CIP also is a primary tool for implementing the City's Strategic Priorities.

#### **Significant Assumptions**

Projects included in the CIP are recommended for funding based on one or more of the following factors:

1. Involves necessary or planned maintenance, renovation or construction of an existing facility, equipment or infrastructure.
2. Reflects a prior multi-year commitment previously approved by the City Council.
4. Enhances the use or appearance of an existing facility or City-maintained public area.
4. Included in a previous Master Plan or conceptual plan previously considered and endorsed or reviewed by the City Council.
5. A project that City Council has previously expressed an interest in completing based on an identified need that was supported by general consensus of Council members.

# Significant Budget Assumptions

## Major Operating Expenditures

### **DEBT SERVICE**

#### **Description**

Debt Service Funds account for all financial resources that are restricted, committed, or assigned to expenditure for principal and interest on debt issued by the City.

There are no statutory limitations on the amount of debt the City may issue; however, the City's charter requires voter approval for any bond issue or other form of indebtedness that exceeds \$5 million in a calendar year.

City financial policies limit revenue bond debt to no more than 10% of General Fund operating revenues and General Obligation debt to no more than 3% of the gross taxable value of the City. The City is also required to maintain debt service coverage of at least 125% in the Water/Wastewater Fund.

#### **Significant Assumptions**

The annual debt service payments are budgeted in distinct debt service funds that record the required principal and interest payments. The debt service payments are supported by transfers from other funds (General Fund, Impact Fee Funds, and Water Wastewater Operating Fund) or by a dedicated property tax levy in the case of the General Obligation Bond Issue.

# Basis of Governmental Finance and Fund Structure

## Basis of Accounting

Basis of accounting refers to when revenues and expenditures are recognized in the accounts and reported in the financial statements. Basis of accounting also relates to the timing of the measurements made, regardless of the measurement focus. The term measurement in this definition relates to the accounting of revenues and expenditures and how they are grouped for reporting in the City's financial statements.

The City of Oviedo maintains accounting records on a budget basis, as well as a GAAP (Generally Accepted Accounting Principles) basis. For financial reporting purposes (not budgeting itself), governmental funds rely on the modified accrual basis of accounting whereas proprietary funds use full accrual. Under the modified accrual basis, revenues are recognized when they are both measurable and available and expenditures are recognized when incurred. Under full accrual method, revenues are recorded when earned and expenses are recorded when the liability is incurred.

## Basis of Budgeting

Annual budgets are adopted on a basis consistent with U.S. generally accepted accounting principles, and the City uses a cash basis for budgeting governmental funds. Annual appropriated budgets are adopted for the General, Special Revenue, Debt Service, Capital Projects, Enterprise, and Internal Service Funds. All operating and capital expenditures and revenues are identified in the budgeting process because of the need for appropriation authority.

The budget is fully reconciled to the accounting system at the beginning of the fiscal year. A number of GAAP (generally accepted accounting principles) adjustments

are made to reflect balance sheet requirements and their effect on the budget. These include changes in designations and recognition of accrued liabilities.

Amounts needed for such long-term liabilities as future payoff of accumulated employee vacation and sick leave (i.e. compensated absences) are generally not budgeted, but are adjusted or reported for the actual amounts incurred as a result of an employee resignation or retirement.

## Internal Control Structure

The internal control structure is designed to provide reasonable, but not absolute, assurance that the government is protected from loss, theft, or misuse and to ensure that adequate accounting data is compiled to allow for the preparation of the annual financial statements in conformity with generally accepted accounting principles. This concept of reasonable assurance recognizes that the costs of a control should not exceed the benefits likely to be derived, and the valuation of cost and benefits require estimates and judgment by management. The internal control structure is the responsibility of the Finance Director and City Manager to establish and maintain.

## Level of Budgetary Control

Legal budgetary control is maintained at the fund level and expenditures may not exceed budgeted appropriations at this level. Administrative budgetary control is exercised by the City Manager and Department Directors within funds. The City Manager may make transfers of appropriations for operational and personnel expenditures within and between departments in the same fund. Transfers of appropriations between funds require City Council approval. The City also maintains

# Basis of Governmental Finance and Fund Structure

an encumbrance accounting system as one technique of accomplishing budgetary control.

## **Fund Categories and Types**

The City of Oviedo utilizes funds and account groups, each of which is considered a separate accounting entity, to report its financial position and the results of its operations.

The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues, and expenditures or expenses, as appropriate.

For budgeting purposes, all of the funds of the City can be divided into either governmental or proprietary and are summarized as follows:

## **GOVERNMENTAL**

### **General Fund**

The General Fund is the City's primary operating fund, accounting for all financial resources of the general government except those required to be accounted for in another fund. The majority of operating expenditures for the traditional municipal services of the City other than proprietary fund activities are financed through revenues received by the General Fund.

### **Special Revenue Funds**

Special Revenue Funds account for specific revenue sources that are restricted by law or internal administrative action for specific purposes. Special revenue funds include the CRA, Capital Expansion Funds, Local Option Gas Tax Fund, State and Federal Law Enforcement Trust Funds, Tree Bank Fund, Sidewalk Fund, Solid Waste Fund, Building Services Fund, Second Dollar Fund, Public

Arts Fund, Multi-Mobility Fund and Street Light Fund.

### **Debt Service Funds**

Debt Service Funds account for the accumulation of resources and the payment of, principal and interest on certain long-term debt, such as revenue bonds and General Obligation bonds.

### **Capital Project Funds**

Capital Project Funds account for financial resources segregated for the acquisition or construction of major capital facilities. Capital project funds include the Vehicle / Equipment Replacement Fund, Third Generation Sales Tax Fund, Local Option Sales Tax Construction Fund, Technology Improvements Fund, OSC Extension Landfill Closure Fund, General Facilities Improvements Fund, Recreational Facilities Improvements Fund, and the Police Construction Fund.

## **PROPRIETARY**

### **Enterprise Funds**

The Water and Sewer Utility Fund, including the Stormwater Fund and Twin Rivers Golf Course Fund, are used to account for the City's water, sewer, and stormwater operations, including debt service, capital recovery (impact fees), and capital improvements (renewal and replacement).

### **Internal Service Funds**

The Fleet Fund is used to account for all maintenance performed on the City's fleet. The fleet department and the operating cost of the department are part of the fund.

# Basis of Governmental Finance and Fund Structure

The Fleet Fund is supported by each City department reserving funds for planned maintenance and expected repairs based on a cost per vehicle basis, which includes overhead cost to pay for the operating function of the fleet department.

The Medical Insurance Fund is used to account for the City's health, life, and long-term disability insurance program. This fund was established to better monitor claim costs for the City's self-insured medical insurance program administered by Blue Cross and Blue Shield of Florida.

In FY 2018-19, the City transitioned from a zero-deductible insurance policy to a deductible property and casualty policy. The Insurance Deductible Fund was established to track deductible claims. The current policy allows for a \$10,000 deductible per incident, with a maximum aggregate loss of \$250,000.

## **Fiduciary Funds**

Fiduciary Funds are reported in the City's Comprehensive Annual Financial Report (CAFR), but are not adopted in the budget. Fiduciary Funds are used to account for resources held for the benefit of parties outside the government. The accounting used for fiduciary funds is similar to proprietary funds. Fiduciary funds include pension trust funds for the Police Officers' Retirement Trust Fund and the Firefighters' Pension Trust Fund that accumulate resources for pension benefit payments to the respective qualified public safety employees.

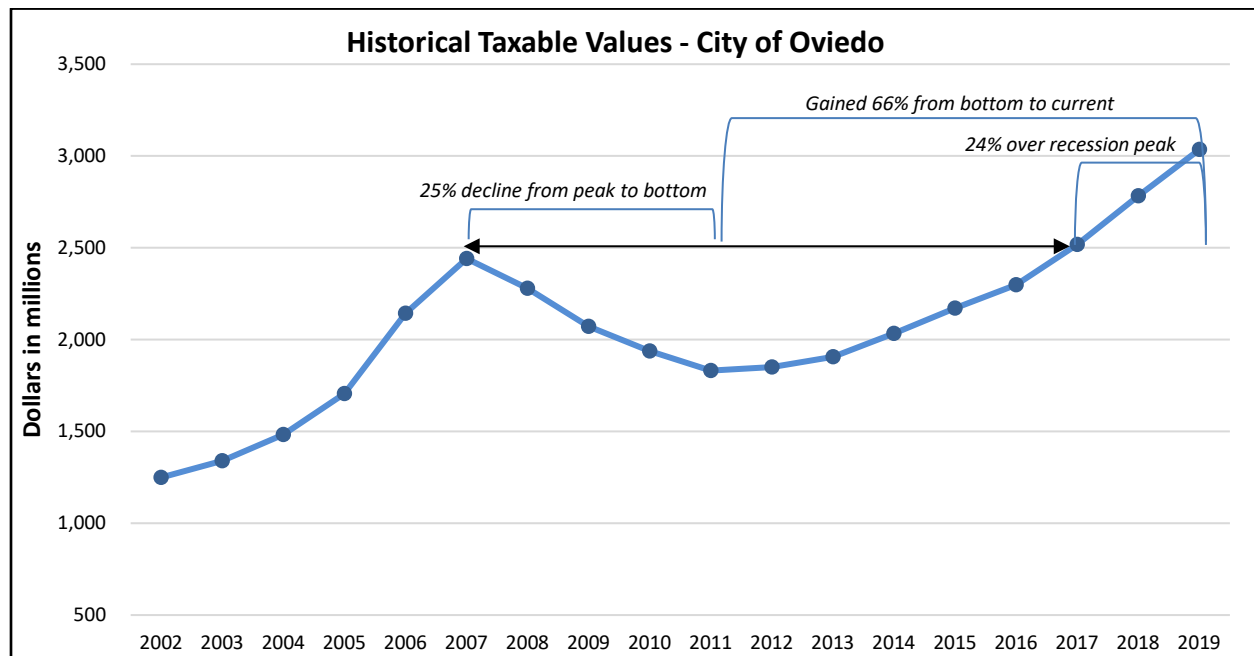
# Long-term Financial Planning

The mission of the City of Oviedo is to provide a high quality of life to our community through accessible and sustainable services. Long-term financial planning will promote sustainability for the City of Oviedo by aligning projected revenues and expenditures in future years, with minimal reliance on the use of unassigned fund balance.

One strategy the City is utilizing to help evaluate future revenues and expenditures is creating a five-year economic forecast. If the five-year forecast indicates a declining financial position, the City can reduce expenditures, utilize fund balance reserves, and/or augment various revenue sources. Unless known changes are anticipated, the City's forecast will include conservative estimates for both revenues and expenditures, based on historical data. Risks to the Five Year Forecast that require monitoring include:

## **Local Economy**

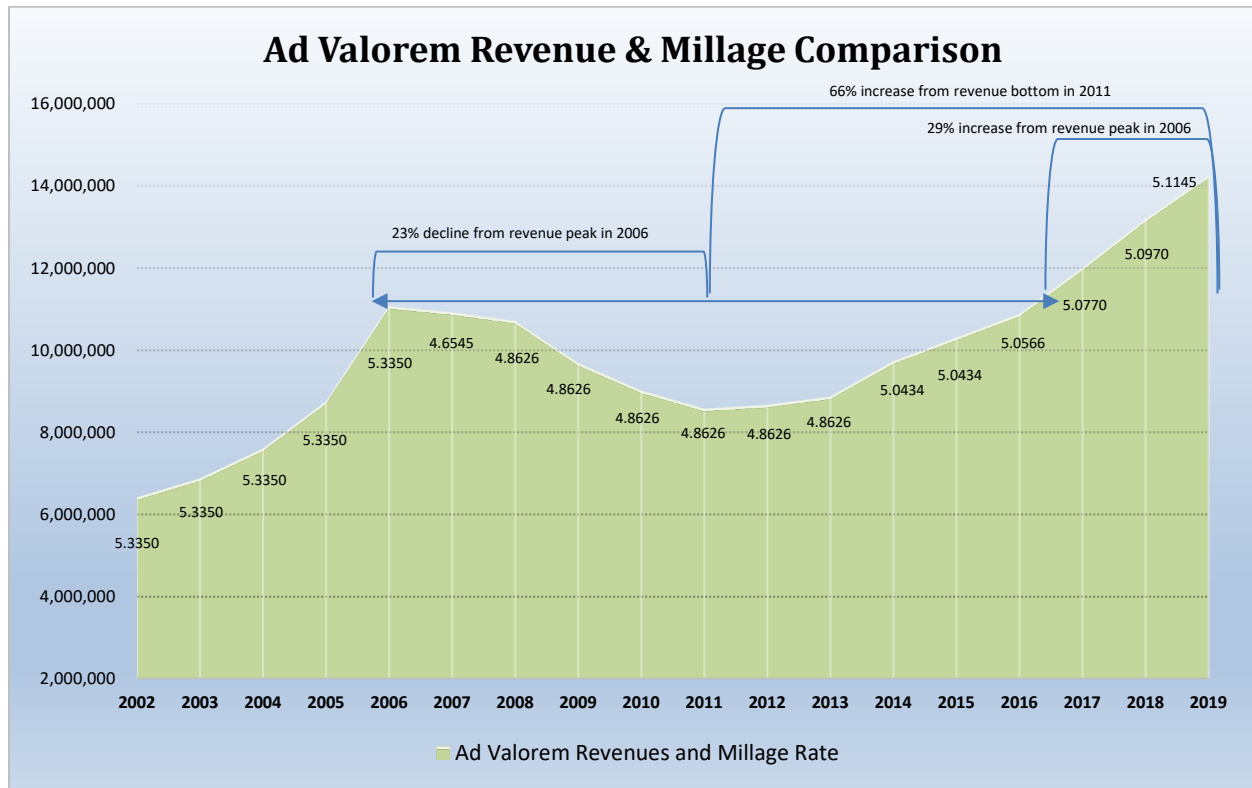
Overall, the local economy continues with steady growth since the last recession. The City's gross taxable value has increased 66% from the recession bottom in 2011. Additionally, the City's gross taxable value is currently 24% greater than the pre-recession peak in 2007. This growth is comprised both of new construction and re-evaluations of existing properties. The new construction in the City has led to a growth in population, as well as, a growth in commercial businesses locating to the City.



While the local economy has maintained growth for several years since the last recession ended in 2009, the possibility of a recession in the future should be thoughtfully considered. The National Bureau of Economic Research (NBER) records show that, over the period from the mid-1940's until 2007, the average recession lasted 10 months, while the average expansion lasted 57 months, giving an average business cycle of 67 months or about 5 years and 7 months. Any recession would likely have a significant impact on the total gross taxable value of the City of Oviedo and correspondingly a reduction in ad valorem revenues generated by the City.

The following graph demonstrates the total ad valorem revenues generated by the City since 2002, and the associated millage rate assessed by the City. Ad Valorem revenues are up 66% since the bottom of the recession in 2011, and are up 29% from the pre-recession peak in 2006.

# Long-term Financial Planning



## Costs of Operating and Maintaining Infrastructure

Major maintenance and renovation projects are included in the City's Ten-Year CIP schedules, while minor maintenance items are included in the City's general operating budgets. As the City continues to grow and build new infrastructure, there is a strain on the city's resources in ensuring proper maintenance and operations funding for the new facilities. This will place increasing pressure on the City's operating budgets.

# Long-term Financial Planning

## Five Year Forecast – General Fund

	Amended 2018-19	Budget 2019-20	Projected 2020-21	Projected 2021-22	Projected 2022-23	Projected 2023-24
<b>Beginning Unassigned Fund Balance</b>	<b>\$6,865,245</b>	<b>\$6,834,338</b>	<b>\$6,673,932</b>	<b>\$6,721,172</b>	<b>\$6,742,172</b>	<b>\$6,533,052</b>
<b><u>REVENUES</u></b>						
Property taxes	13,285,522	14,267,469	14,695,493	15,136,358	15,590,449	16,058,162
Utility Service Taxes	3,364,264	3,526,332	3,596,859	3,668,796	3,742,172	3,817,015
Communications Service Tax	1,046,443	1,046,800	1,025,864	1,005,347	985,240	965,535
Franchise Fees	2,453,938	2,647,668	2,727,098	2,808,911	2,893,178	2,979,974
Intergovernmental	4,242,243	4,324,393	4,454,125	4,587,749	4,725,381	4,867,142
Fines and Forfeitures	91,600	96,000	98,880	101,846	104,902	108,049
Licenses, Permits, Fees	154,194	150,063	154,565	159,202	163,978	168,897
Charges for services	3,388,202	3,366,615	3,467,613	3,571,642	3,678,791	3,789,155
Other	380,100	383,600	387,436	391,310	395,223	399,176
Transfers in	2,823,898	2,861,594	2,861,594	2,861,594	2,861,594	2,861,594
Used of Fund Balance	475,521	335,406	-	-	209,120	462,480
<b>Total Revenues</b>	<b>31,705,925</b>	<b>33,005,940</b>	<b>33,469,527</b>	<b>34,292,754</b>	<b>35,350,028</b>	<b>36,477,179</b>
<b><u>EXPENDITURES</u></b>						
Salaries	16,254,481	16,998,818	17,508,783	18,034,046	18,575,067	19,132,319
Benefits	5,091,059	5,249,862	5,512,355	5,787,973	6,077,371	6,381,240
Operating	5,864,474	5,981,087	6,160,520	6,345,335	6,535,695	6,731,766
Utility Service	625,581	646,587	665,985	685,964	706,543	727,739
Liability	356,287	271,708	293,445	316,920	342,274	369,656
Other	739,094	1,007,429	1,027,578	1,048,129	1,069,092	1,090,474
Capital	-	119,000	119,000	119,000	119,000	119,000
Transfers out	2,546,350	2,556,449	2,134,623	1,934,387	1,924,985	1,924,985
Reserve for Contingency	228,599	175,000	47,240	21,000	-	-
<b>Total Expenditures</b>	<b>31,705,925</b>	<b>33,005,940</b>	<b>33,469,527</b>	<b>34,292,755</b>	<b>35,350,028</b>	<b>36,477,179</b>
<b>Inc/(Dec) in Fund Balance</b>	<b>(246,922)</b>	<b>(160,406)</b>	<b>47,240</b>	<b>21,000</b>	<b>(209,120)</b>	<b>(462,480)</b>
<b>Change in Reserved Fund Balance</b>	<b>(216,015)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Ending Unassigned Fund Balance</b>	<b>\$6,834,338</b>	<b>\$6,673,932</b>	<b>\$6,721,172</b>	<b>\$6,742,172</b>	<b>\$6,533,052</b>	<b>\$6,070,571</b>
<b>Fund Balance as a % of Expenditures (less transfers)</b>	<b>23.44%</b>	<b>21.92%</b>	<b>21.45%</b>	<b>20.84%</b>	<b>19.55%</b>	<b>17.57%</b>

### **General Fund 5-Year Forecast Model Assumptions**

**Long Term Goals**: Maintain Fund Balance reserve at 20%; Maintain at a minimum the prior year service levels; Reduce dependence on Ad Valorem Revenues; Compensate employees appropriately by keeping up with market salary rates.

**Property Tax Revenues**: The City received a 9.08% increase in the Gross Taxable Value for FY 2019-20. Over the prior five years, the City has seen an average annual growth in the Gross Taxable Value of 7.87%. The FY 2019-20 City millage rate remained the same as FY2018-19, so the growth is related to appreciation in home values and new construction. The City has experienced significant growth over the past years due to new construction, this trend is not expected to continue. Future year projections are estimated at 3% as the City does not anticipate this significant growth to continue year over year.

**Other Revenues**: Other revenues are expected to grow from 1-3% per year.

**Expenditures**: In order to maintain salaries within the market, the FY 2019-20 includes a 3% salary increase for all General Government employees. Both Police and Fire Union employees received compensation as per their respective Union contracts. General Liability and Workers Compensation costs decreased in FY 2019-20 as the City went out for an RFP in FY 2018-19. Forecast assumptions in future years include: Health insurance and workers compensation costs are projected to increase at 5% per year. General Liability insurance is expected to increase at 8% per year; personnel, operating and utility services are projected to increase at 3% per year; while other expenses are projected to increase by 2%.

# Long-term Financial Planning

## Five Year Forecast – Water/Sewer Fund

	Amended 2018-19	Budget 2019-20	Budget 2020-21	Budget 2021-22	Budget 2022-23	Budget 2023-24
<b>Beginning Cash Balance</b>	<b>\$11,201,127</b>	<b>\$10,214,111</b>	<b>\$5,110,130</b>	<b>\$1,849,977</b>	<b>\$ (837,684)</b>	<b>\$ (1,014,273)</b>
<b>REVENUES</b>						
Water and Irrigation Sales	5,794,184	5,578,698	5,746,059	5,918,441	6,095,994	6,278,874
Sewer Service Fees	7,687,601	7,859,527	8,095,313	8,338,172	8,588,317	8,845,967
Reclaimed/Alternative Water	1,370,542	1,391,063	1,432,795	1,475,779	1,520,052	1,565,654
Meter Installation Fees	100,000	50,000	51,500	53,045	54,636	56,275
Meter Reconnection Fees	106,759	106,759	109,962	113,261	116,658	120,158
Miscellaneous Revenues	188,227	199,803	205,797	211,971	218,330	224,880
Interest	128,219	126,457	127,722	128,999	130,289	131,592
Federal ARRA (BABS)	550,000	550,000	550,000	550,000	550,000	550,000
Transfers in	70,500	70,500	70,500	70,500	70,500	70,500
Used of Fund Balance	990,464	5,203,981	-	-	-	-
<b>Total Revenues</b>	<b>16,986,496</b>	<b>21,136,788</b>	<b>16,389,647</b>	<b>16,860,167</b>	<b>17,344,777</b>	<b>17,843,900</b>
<b>EXPENDITURES</b>						
Salaries	2,699,895	2,743,720	2,826,032	2,910,813	2,998,137	3,088,081
Benefits	803,373	795,818	835,609	877,389	921,259	967,322
Operating	4,068,971	4,238,703	4,365,864	4,496,840	4,631,745	4,770,698
Utility Service	829,726	828,182	853,027	878,618	904,977	932,126
Liability	327,962	247,914	267,747	289,167	312,300	337,284
Other	333,349	323,863	330,340	336,947	343,686	350,560
Capital	721,207	3,524,728	2,265,000	2,383,859	-	-
Transfers out	7,198,565	8,333,860	7,906,181	7,374,195	7,409,262	7,348,535
Reserve for Contingency	3,448	100,000	-	-	-	-
<b>Total Expenditures</b>	<b>16,986,496</b>	<b>21,136,788</b>	<b>19,649,800</b>	<b>19,547,828</b>	<b>17,521,366</b>	<b>17,794,605</b>
<b>Revenues over Expenditures</b>	<b>(987,016)</b>	<b>(5,103,981)</b>	<b>(3,260,153)</b>	<b>(2,687,661)</b>	<b>(176,589)</b>	<b>49,294</b>
<b>Ending Cash Balance</b>	<b>\$ 10,214,111</b>	<b>\$ 5,110,130</b>	<b>\$ 1,849,977</b>	<b>\$ (837,684)</b>	<b>\$ (1,014,273)</b>	<b>\$ (964,979)</b>

### Water/Sewer Utility Fund 5-Year Forecast Model Assumptions

Long Term Goals: Ensure that the water/sewer infrastructure continues to meet the capacity needs of the City; Ensure new development and re-development is done in a sustainable manner; Maintain at a minimum the prior year service levels; Compensate employees appropriately by keeping up with market salary rates.

Water/Sewer Revenues: As the result of Utility Revenue Sufficiency Analysis, Water/sewer/reclaimed revenues to continue to increase at 3% each year.

Expenditures: In order to maintain salaries within the market, the FY 2019-20 includes a 3% salary increase for all General Government employees. Operating and Utility Services are projected to increase at 3%, while General Liability and Workers Compensation costs decreased in FY 2019-20 as the City went out for an RFP in FY 2018-19. Forecast assumptions in future years include: Health insurance and workers compensation costs are projected to increase at 5% per year. General Liability insurance is expected to increase at 8% per year; personnel, operating and utility services are projected to increase at 3% per year; while other expenses are projected to increase by 2%.

# Long-term Financial Planning

## Five Year Forecast – Stormwater Fund

	Amended 2018-19	Budget 2019-20	Budget 2020-21	Budget 2021-22	Budget 2022-23	Budget 2023-24
<b>Beginning Cash Balance</b>	<b>\$ 905,486</b>	<b>\$ 141,080</b>	<b>\$ 52,145</b>	<b>\$ 75,065</b>	<b>\$ 109,728</b>	<b>\$ 155,988</b>
<b>REVENUES</b>						
Stormwater charges	2,428,000	2,571,024	2,622,444	2,674,893	2,728,391	2,782,959
Interest	10,000	10,000	10,100	10,201	10,303	10,406
Used of Fund Balance	797,818	138,935	-	-	-	-
<b>Total Revenues</b>	<b>3,235,818</b>	<b>2,719,959</b>	<b>2,632,544</b>	<b>2,685,094</b>	<b>2,738,694</b>	<b>2,793,365</b>
<b>EXPENDITURES</b>						
Salaries	518,714	528,214	544,060	560,382	577,194	594,510
Benefits	189,701	192,002	201,602	211,682	222,266	233,380
Operating	734,629	338,852	349,018	359,488	370,273	381,381
Utility Service	6,148	7,675	7,905	8,142	8,387	8,638
Liability	17,099	12,494	13,494	14,573	15,739	16,998
Other	158,602	138,598	141,370	144,197	147,081	150,023
Capital	706,071	600,000	500,000	500,000	500,000	500,000
Debt	435,222	435,536	435,588	435,378	434,906	435,157
Transfers out	436,220	416,588	416,588	416,588	416,588	416,588
Reserve for Contingency	33,412	50,000	-	-	-	-
<b>Total Expenditures</b>	<b>3,235,818</b>	<b>2,719,959</b>	<b>2,609,625</b>	<b>2,650,431</b>	<b>2,692,434</b>	<b>2,736,674</b>
<b>Revenues over Expenditures</b>	<b>(764,406)</b>	<b>(88,935)</b>	<b>22,920</b>	<b>34,663</b>	<b>46,261</b>	<b>56,691</b>
<b>Ending Cash Balance</b>	<b>\$ 141,080</b>	<b>\$ 52,145</b>	<b>\$ 75,065</b>	<b>\$ 109,728</b>	<b>\$ 155,988</b>	<b>\$ 212,679</b>

### Stormwater Fund 5-Year Forecast Model Assumptions

Long Term Goals: Ensure that the stormwater infrastructure continues to meet the capacity needs of the City; Ensure new development and re-development is done in a sustainable manner; Maintain at a minimum the prior year service levels; Compensate employees appropriately by keeping up with market salary rates.

Stormwater Revenues: As the result of Utility Revenue Sufficiency Analysis, Stormwater revenues continue to increase at 2% each year.

Expenditures: In order to maintain salaries within the market, the FY 2019-20 includes a 3% salary increase for all General Government employees. Operating and Utility Services are projected to increase at 3%, while General Liability and Workers Compensation costs decreased in FY 2019-20 as the City went out for an RFP in FY 2018-19. Forecast assumptions in future years include: Health insurance and workers compensation costs are projected to increase at 5% per year. General Liability insurance is expected to increase at 8% per year; personnel, operating and utility services are projected to increase at 3% per year; while other expenses are projected to increase by 2%.

# Forecasting of Major Revenues

Revenue Source	Forecast
Property Taxes	Property tax revenues have steadily increased since FY 10-11, with more significant increases over the past three years as property values begin to approach pre-recession levels. The City is anticipating property tax revenues to increase approximately 3% per year.
Utility Service Taxes	Utility Service Taxes have been steady over the past five years. Due to new construction and growth throughout the City, the Utility Service Tax is expected to increase 2% per year.
Communications Service Tax	The Communications Service tax has been declining year over year since FY 09-10. Revenues have dropped approximately 32% since FY 09-10. FY 17-18 is the first year of growth in Communications Service Tax since FY 08-09. Revenues are projected to decrease 2% per year.
Franchise Fees	Franchise Fees have been steady over the past five years. Revenues are projected to increase 3% per year.
State Revenue Sharing	Forecasted by the State of Florida. Revenues have increased year over year since FY 09-10. Forecasted increase is 3% per year.
Stated Shared ½ Cent Sales Tax	Forecasted by the State of Florida. Revenues have increased year over year since FY 09-10. Forecasted increase is 3% per year.
Recreation Activity Fees	Recreation Activity Fees have been consistent over the past five years. The City saw slight growth in revenues in FY 15-16 as a result of the opening of Oviedo on the Park, but not at the levels that had been anticipated. The slow growth incline is due to the Park being new and the City finding which events best serve our community. An increase in Recreation Activity Fees is projected at 3% per year.
Building Permit Fees	Building Permit Fees have significantly increased since FY 13-14. This is due to new construction and growth throughout the City as the economy continues to improve. This trend is expected to significantly decrease over the next couple years as the construction projects will be completed.
Local Option Gas Tax	Forecasted by the State of Florida. Revenues have been flat over the past five years. No increase expected.
Water Revenues	Water revenues are forecasted to increase over the next several years due to growth in the City, along with an annual CPI adjustment to water rates. The increase will not exceed 5%, but in no event, shall be less than 3%.
Wastewater Revenues	Wastewater revenues are forecasted to increase over the next several years due to growth in the City, along with an annual CPI adjustment to wastewater rates. The increase will not exceed 5%, but in no event, shall be less than 3%.
Stormwater Fees	Stormwater Fees are projected to increase in FY 19-20 due to new development throughout the City, along with an annual CPI adjustment of 2% to Stormwater the Stormwater rate.

# Budget Graphics Overview

## **Summary of Tax Rate Summary and Taxable Value**

The **Tax Rate Summary** information compares the current fiscal year millage rates (operating and voted debt millage rates) to the previous fiscal year. The Summary also includes the percentage change in the Tax Rate compared to the Rolled Back Millage Rate (the tax rate, which produces the same amount of taxes as levied in the prior year when calculated against the current year's tax base exclusive of new construction).

The Tax Base Data steps the reader through the current fiscal year's final gross taxable value and five (5) prior year's by breaking out each component of the tax base and showing its increase (decrease).

## **Gross Taxable Value and Composition by Major Property Classification**

Both the table and the graph outline data that guides the reader to understand the individual makeup of the tax base. The table shows the City of Oviedo's gross taxable value net change and the composition by classification (residential, commercial, industrial, institutional and agricultural, and personal property) for the current year and prior five years.

## **Six Year Millage Rate Trend**

The table outlines Seminole County's seven (7) municipality's millage rates including GOB voted debt and MSTU's, if applicable.

The millage rate table depicts the millage rate trend for the current year and prior five years. The bar chart provides a graphical

representation of the total millage rate by municipality from highest to lowest.

## **Property Taxes as Percent of Total Seminole County Tax Bill for Oviedo Property Owners**

The chart shows the total tax rate to be paid by a City of Oviedo homeowner. It provides the individual tax rate percentages for each of the four taxing agencies: the Seminole County School Board, Seminole County Government, City Of Oviedo (City Millage and Voted Debt), and the St. Johns River Management District.

## **Budget Comparison by Appropriated Fund**

The data table provides an overview of budgeted appropriations by fund for the current budget year and three years prior. The data table also shows the dollar change and percentage change in appropriations by fund for the current budget year versus the prior year.

## **Total Budget Summary**

The data table and charts provide an overview and graphical representation of total budgeted revenues and total budgeted expenditures by category for the current budget year.

## **Revenue Trends**

A description of major revenue sources is provided, which details significant revenue trends and assumptions for the current year budget estimates. Each revenue trend includes a graph of the current year revenue estimate and four (4) prior year.

# Summary of Property Tax Rate and Taxable Value

<b>TAX RATE SUMMARY</b>	<b>General Fund</b>	<b>GO Bond Millage</b>	<b>Combined Tax Rate</b>
FY 2019-20 Adopted Millage Rate *	5.1145	0.1675	5.2820
FY 2019-20 Rolled Back Millage Rate	4.8663	N/A	N/A
FY 2018-19 Adopted Millage Rate	5.0970	0.1850	5.2820

\* The Adopted Millage Rate of 5.1145 mills is a tax increase of 5.10% over the rolled back rate of 4.8663 mills.

<b>City Property Tax Payment:</b> <b>\$234,346 Home with \$50K Homestead Exemption</b>	<b>General Millage</b>	<b>GO Debt Millage</b>	<b>Total</b>
FY 2019-20 **	942.84	30.88	973.72
FY 2018-19 **	917.34	33.30	950.64
<b>Increase (Decrease) over Prior Year</b>	<b>\$ 25.50</b>	<b>\$ (2.42)</b>	<b>\$ 23.08</b>

\*\*Per Section 193.155 (1), F.S. beginning in 1995, or the year after the property receives homestead exemption, an annual increase in assessment shall not exceed the lower of 3% of the assessed value of the property for the prior year, or the percentage change in the Consumer Price Index. The change in CPI for 2018 was 2.1% and in 2019 is 1.9%.

## Summary of the change in gross taxable values: Tax Years 2014 through 2019

The Summary of Tax Base Data below details the change in gross taxable value for the Adopted Budget year and five (5) years prior. The chart details increases/decreases in gross taxable value due to new construction, annexations, re-assessments of existing property and changes in personal property values.

<b>SUMMARY OF TAX BASE DATA</b> (all dollar amounts expressed in thousands)						
<b>Budget Year</b>	<b>FY 2014-15</b>	<b>FY 2015-16</b>	<b>FY 2016-17</b>	<b>FY 2017-18</b>	<b>FY 2018-19</b>	<b>FY 2019-20</b>
Prior Year Final						
Gross Taxable Value	1,905,914	2,034,309	2,172,045	2,298,064	2,518,645	2,782,508
New Construction	35,381	37,382	26,060	71,989	118,720	94,536
Re-assessment of Existing Properties	13,692	18,163	21,577	59,568	40,130	37,803
Personal Property	83,815	88,508	85,028	94,942	114,954	120,397
Tax Base Net Inc (Dec)	132,888	144,053	132,665	226,499	273,804	252,736
Gross Taxable Value	<b>2,038,802</b>	<b>2,178,362</b>	<b>2,304,710</b>	<b>2,524,563</b>	<b>2,792,450</b>	<b>3,035,244</b>
% Change in Taxable Value	6.97%	7.08%	6.11%	9.86%	10.87%	9.08%
Millage Rate	5.0434	5.0434	5.0566	5.0770	5.0970	5.1145
Taxes Levied @ 95%**	9,871	10,547	11,188	12,176	13,521	14,748
Less CRA Contribution	-	-	(152)	(228)	(354)	(505)
<b>Total Ad Valorem Taxes Levied</b>	<b>9,871</b>	<b>10,547</b>	<b>11,036</b>	<b>11,948</b>	<b>13,168</b>	<b>14,243</b>

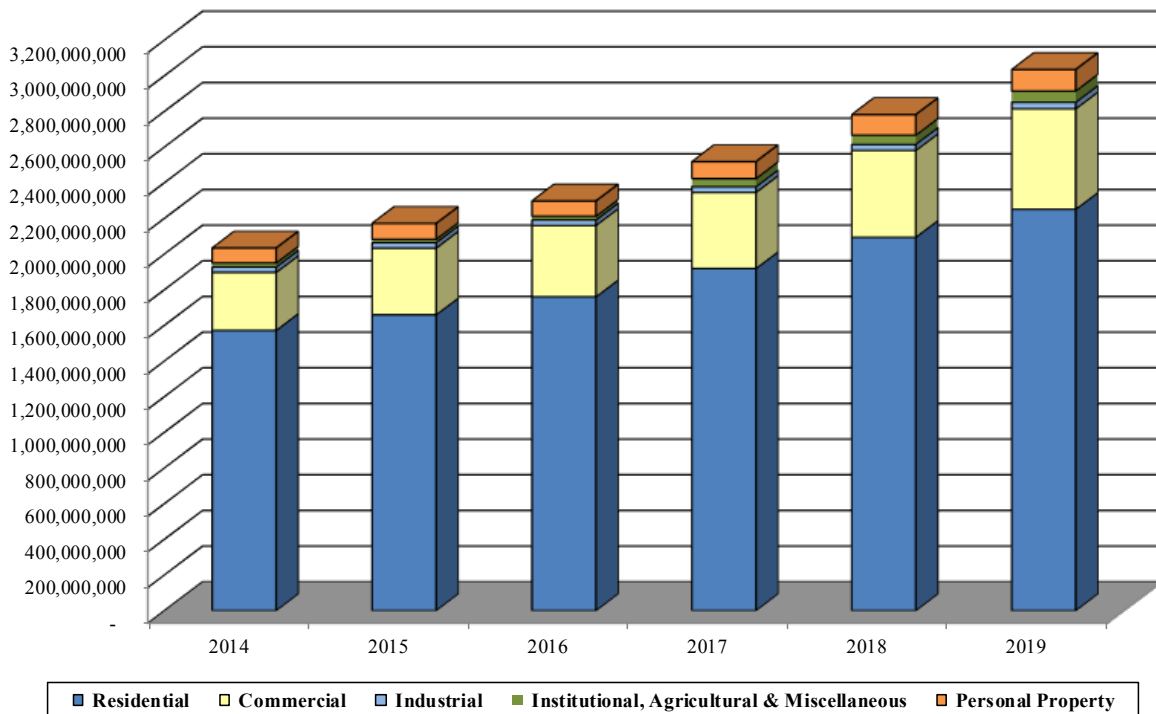
\*\* Taxes levied at 96% for Budget Years FY 2010-11 through FY 2015-16. Changed to 95% in FY 2016-17.

# Gross Taxable Value

## Tax Year 2019 and Prior 5 years

Tax Year	Gross Taxable Value	% Change from Prior Year	Residential	Commercial	Industrial	Institutional, Agricultural & Miscellaneous	Personal Property
2019	3,035,244,283	9.08%	2,251,221,521 74.17%	564,236,354 18.59%	36,343,078 1.20%	63,046,588 2.08%	120,396,742 3.97%
2018	2,782,508,002	10.48%	2,094,460,967 75.27%	486,990,831 17.50%	33,842,144 1.22%	52,259,611 1.88%	114,954,449 4.13%
2017	2,518,645,379	9.60%	1,919,296,690 76.20%	427,081,141 16.96%	31,666,922 1.26%	45,658,822 1.81%	94,941,804 3.77%
2016	2,298,064,373	5.80%	1,760,963,962 76.63%	400,078,702 17.41%	31,010,643 1.35%	20,983,026 0.91%	85,028,040 3.70%
2015	2,172,044,606	6.77%	1,659,693,229 76.41%	374,003,575 17.22%	30,275,751 1.39%	19,564,125 0.90%	88,507,926 4.07%
2014	2,034,309,095	6.74%	1,572,677,877 77.31%	324,902,779 15.97%	30,364,973 1.49%	22,548,918 1.11%	83,814,548 4.12%

Chart by Major Property Classification



# Six Year Millage Rate Trend Seminole County

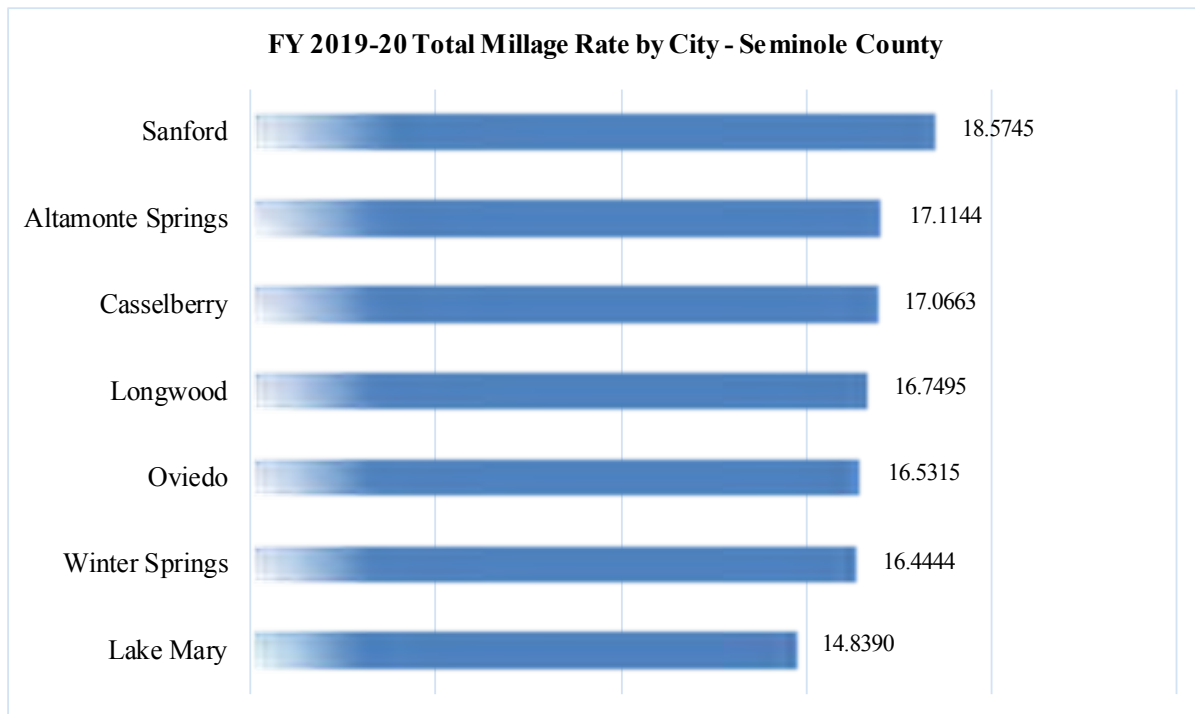
<b>City Millage Rates (A):</b>	<b>Tax Years</b>					
	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>
Altamonte Springs **	2.7624	3.1000	3.1000	3.1000	3.1000	3.1000
Casselberry **	5.4500	3.1201	3.1201	3.1201	3.0519	3.0519
Lake Mary	3.5895	3.5895	3.5895	3.5895	3.5895	3.5895
Longwood	5.5000	5.5000	5.5000	5.5000	5.5000	5.5000
Oviedo *	5.2980	5.2820	5.2820	5.2820	5.2820	5.2820
Sanford	6.8250	7.3250	7.3250	7.3250	7.3250	7.3250
Winter Springs **	2.5400	2.5400	2.5000	2.4900	2.4800	2.4300

\* Includes voted debt

\*\* Participates in County Fire Protection (MSTU)

## **County Millage Rates (A):**

Seminole County School Board	7.8970	7.8490	7.5570	6.5690	6.3130	6.1330
Seminole County Government	4.8751	4.8751	4.8751	4.8751	4.8751	4.8751
St Johns River Water Mngt District	0.3164	0.3023	0.2885	0.2724	0.2562	0.2414
County Fire Protection (MSTU)	2.3299	2.3299	2.3299	2.7649	2.7649	2.7649



(A) The FY 2019-20 data reflects the current millage rates for each jurisdiction.

# City of Oviedo

## Residential Home Property Tax Calculation

Single Family Residence within the City of Oviedo, with a 2019 Average Assessed Values of \$234,346, receiving a \$50,000 homestead exemption.



The 2019 property tax estimate is based on the average taxable value of a single-family residence within the City of Oviedo, paying City of Oviedo property taxes. Per the Seminole County Property Appraiser, the average taxable value of a single-family residence in the City of Oviedo was \$184,346 for 2019. Florida law permits up to a 4% early payment discount incentive for property taxes paid between November and February. Payment of the estimated tax bill below in November versus the March 31<sup>st</sup> deadline would reduce the homeowner's actual property taxes paid to \$2,925.62 a savings of approximately \$122.

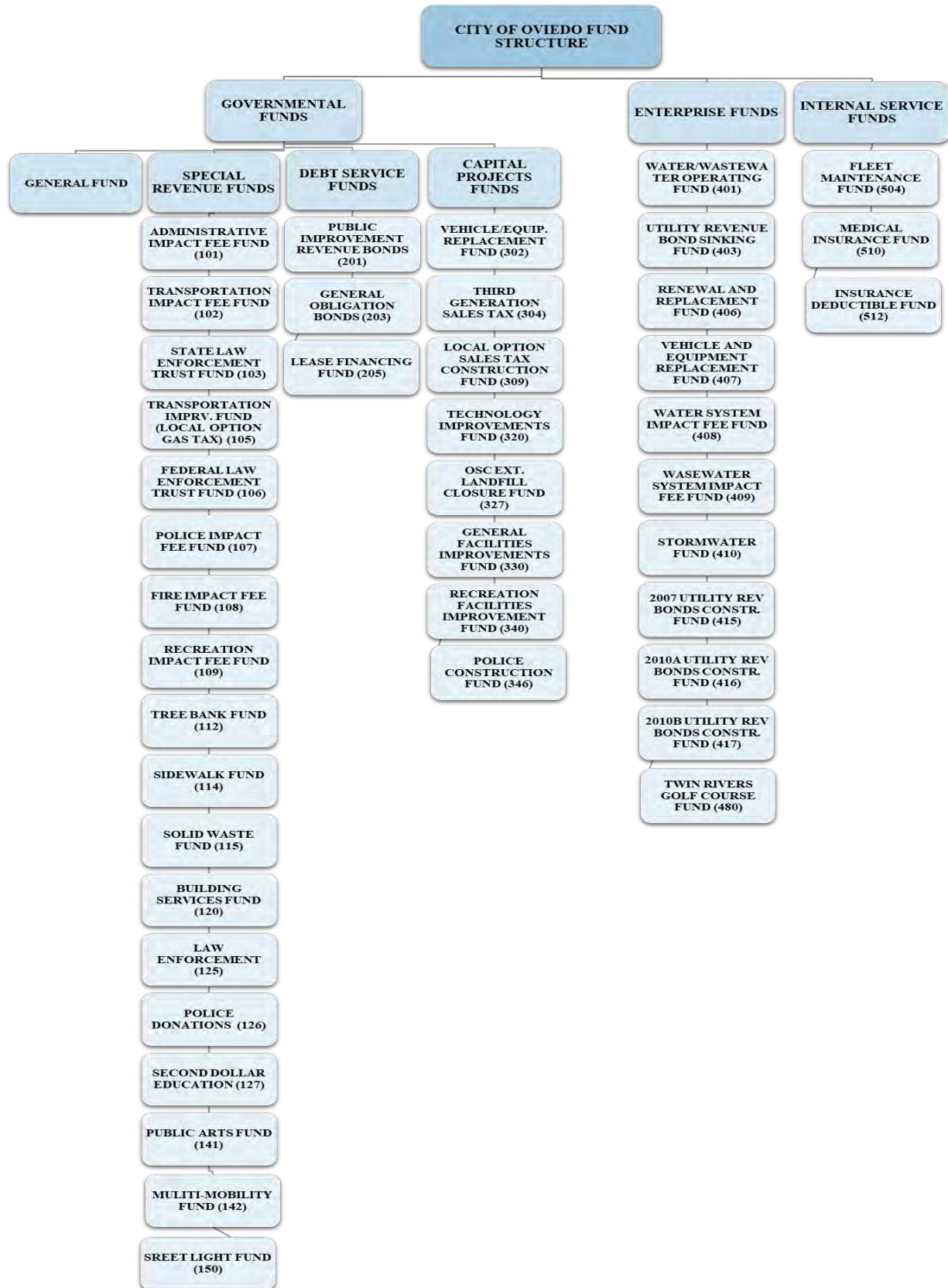
### FY 2019-20 Millage Rates

	Millage Rate	Taxes Paid	% of Taxes Paid	% Millage Rate Change from PY
Seminole County School Board	6.1330	1,130.59	37.10%	(1.08%)
Seminole County	4.8751	898.71	29.49%	0.00%
St Johns River Water Mgt District (SJRWMD)	0.2414	44.50	1.46%	(0.09%)
Oviedo	5.1145	942.84	30.94%	0.10%
Oviedo – Voted Debt	0.1675	30.88	1.01%	(0.10%)
<b>Totals</b>	<b>16.5315</b>	<b>\$3,047.52</b>	<b>100.00%</b>	<b>(1.16%)</b>

### FY 2018-19 Millage Rates

	Millage Rate	Taxes Paid	% of Taxes Paid
Seminole County School Board	6.3130	1,136.19	37.74%
Seminole County	4.8751	877.40	29.15%
St Johns River Water Mgt District (SJRWMD)	0.2562	46.11	1.53%
Oviedo	5.0970	917.34	30.47%
Oviedo – Voted Debt	0.1850	33.30	1.11%
<b>Totals</b>	<b>16.7263</b>	<b>\$3,010.34</b>	<b>100.00%</b>

# Organizational Fund Chart



# Budget Comparison by Appropriated Fund

	FY 2016-17 Actuals	FY 2017-18 Actuals	FY 2018-19 Adopted	FY 2019-20 Adopted	\$ Change over FY 2018-19	% Change over FY 18-19
<b><u>GENERAL FUND (001)</u></b>	<b>28,416,448</b>	<b>30,131,162</b>	<b>31,331,941</b>	<b>33,005,940</b>	<b>1,673,999</b>	<b>5.34% A</b>
<b><u>SPECIAL REVENUE FUNDS</u></b>						
Oviedo CRA Fund	142,989	374,243	882,250	1,059,483	177,233	20.09% B
Administrative Facilities Impact Fee Fund	127,589	127,611	127,358	130,748	3,390	2.66%
Transportation Impact Fee Fund	515,005	1,489,058	115,000	300,000	185,000	160.87% C
State/Local Law Enforcement Trust Fund	11,881	8,206	-	-	-	0.00%
Local Option Gas Tax Fund	923,878	965,393	885,842	845,338	(40,504)	(4.57%)
Federal Law Enforcement Trust Fund	3,989	113,484	92,000	50,000	(42,000)	(45.65%)
Police Impact Fee Fund	139,329	100,805	51,500	76,500	25,000	48.54%
Fire Impact Fee Fund	258,509	-	95,100	155,500	60,400	63.51%
Recreation Impact Fee Fund	457,056	600,000	240,500	31,000	(209,500)	(87.11%) D
Tree Bank Fund	-	27,370	45,000	50,000	5,000	11.11%
Solid Waste Fund	2,556,799	2,652,352	2,592,940	2,614,708	21,768	0.84%
Building Services Fund	1,426,661	1,256,422	542,000	468,000	(74,000)	(13.65%)
Law Enforcement Fund	26,610	19,071	-	-	-	0.00%
Police Donations Fund	45,042	36,882	-	-	-	0.00%
Second Dollar Fund	4,440	3,000	-	-	-	0.00%
Mobility Fund	-	-	-	-	-	0.00%
Street Light Fund	-	-	1,103,039	1,047,887	(55,152)	(5.00%)
<b>Sub-Total: Special Revenue Funds</b>	<b>6,639,777</b>	<b>7,773,897</b>	<b>6,772,529</b>	<b>6,829,164</b>	<b>56,635</b>	<b>0.84%</b>
<b><u>DEBT SERVICE FUNDS</u></b>						
Public Improvement Rev. Bonds Fund	2,265,322	2,263,106	2,249,486	1,842,292	(407,194)	(18.10%) E
General Obligation Bond Fund	494,656	494,424	494,026	488,576	(5,450)	(1.10%)
Lease Financing Fund	649,186	659,938	773,612	856,226	82,614	10.68%
<b>Sub-Total: Debt Service Funds</b>	<b>3,409,164</b>	<b>3,417,468</b>	<b>3,517,124</b>	<b>3,187,094</b>	<b>(330,030)</b>	<b>(9.38%)</b>
<b><u>CAPITAL PROJECT FUNDS</u></b>						
Vehicle/Equipment Replacement Fund	1,076,168	930,653	1,486,070	2,499,912	1,013,842	68.22% F
3rd Generation Sales Tax Fund	2,213,754	1,390,044	2,782,893	4,505,415	1,722,522	61.90% G
Local Option Sales Tax Construction Fund	25,384	1,146,249	50,000	87,000	37,000	74.00%
Technology Improvement Fund	386,381	218,553	430,000	265,000	(165,000)	(38.37%) H
OSC Extension Landfill Closure Fund	7,800	21,700	15,500	20,000	4,500	29.03%
General Facilities Improvements Fund	33,278	229,861	105,151	380,151	275,000	261.53% I
Recreation Facilities Improvements Fund	41,999	93,873	200,000	200,000	-	0.00%
Fire Station Construction Fund	-	3,529	-	-	-	0.00%
Police Station Construction Fund	80,032	44,255	-	-	-	0.00%
<b>Sub-Total: Capital Project Funds</b>	<b>3,864,796</b>	<b>4,078,717</b>	<b>5,069,614</b>	<b>7,957,478</b>	<b>2,887,864</b>	<b>56.96%</b>
<b><u>ENTERPRISE FUNDS</u></b>						
Water/Wastewater Utility Fund	18,701,454	18,708,980	16,216,456	21,136,788	4,920,332	30.34% J
Utility Revenue Bond/SRF Sinking Fund	2,396,297	2,346,993	4,186,260	4,196,825	10,565	0.25%
Water/Wastewater R&R Fund	546,777	727,936	1,550,000	2,119,500	569,500	36.74% K
Vehicle & Equipment Replacement Fund	445,037	186,914	540,176	500,807	(39,369)	(7.29%)
Water System Impact Fee Fund	336,634	142,951	100,000	103,500	3,500	3.50%
Wastewater System Impact Fee Fund	479,240	397,080	175,366	107,808	(67,558)	(38.52%)
Stormwater Fund	2,953,224	2,784,231	2,438,000	2,719,959	281,959	11.57% L
Series 2007 Utility Construction Fund	28,711	7,787	-	-	-	0.00%
Series 2010A Utility Rev Bond Const. Fund	56,231	99,275	-	-	-	0.00%
Series 2010B Utility Rev Bond Const. Fund	692,782	387,552	-	-	-	0.00%
Twin Rivers Golf Course Fund	907,321	2,451,928	1,320,195	1,427,630	107,435	8.14%
<b>Sub-Total: Enterprise Funds</b>	<b>27,543,708</b>	<b>28,241,627</b>	<b>26,526,453</b>	<b>32,312,817</b>	<b>5,786,364</b>	<b>21.81%</b>

# Budget Comparison by Appropriated Fund

	FY 2016-17 Actuals	FY 2017-18 Actuals	FY 2018-19 Adopted	FY 2019-20 Adopted	\$ Change over FY 2018-19	% Change over FY 18-19
<b>INTERNAL SERVICE FUNDS</b>						
Fleet Internal Service Fund	339,908	348,202	418,800	438,651	19,851	4.74%
Medical Insurance Fund	4,570,569	4,667,652	5,041,428	5,218,810	177,382	3.52% <b>M</b>
Insurance Deductible Fund	-	-	-	250,000	250,000	0.00%
<b>Sub-Total: Internal Service Funds</b>	<b>4,910,477</b>	<b>5,015,854</b>	<b>5,460,228</b>	<b>5,907,461</b>	<b>447,233</b>	<b>8.19%</b>
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 74,784,370</b>	<b>\$ 78,658,725</b>	<b>\$ 78,677,889</b>	<b>\$ 89,199,954</b>	<b>\$ 10,522,065</b>	<b>13.37%</b>
<b>LESS: Interfund Transfers (all funds)</b>	<b>16,608,842</b>	<b>14,601,980</b>	<b>11,438,918</b>	<b>12,716,402</b>	<b>1,277,484</b>	<b>11.17%</b>
<b>TOTAL NET BUDGET</b>	<b>\$ 58,175,528</b>	<b>\$ 64,056,745</b>	<b>\$ 67,238,971</b>	<b>\$ 76,483,552</b>	<b>\$ 9,244,581</b>	<b>13.75%</b>

## Notes:

Explanations are provided for all variance greater than \$100,000 and 5%.

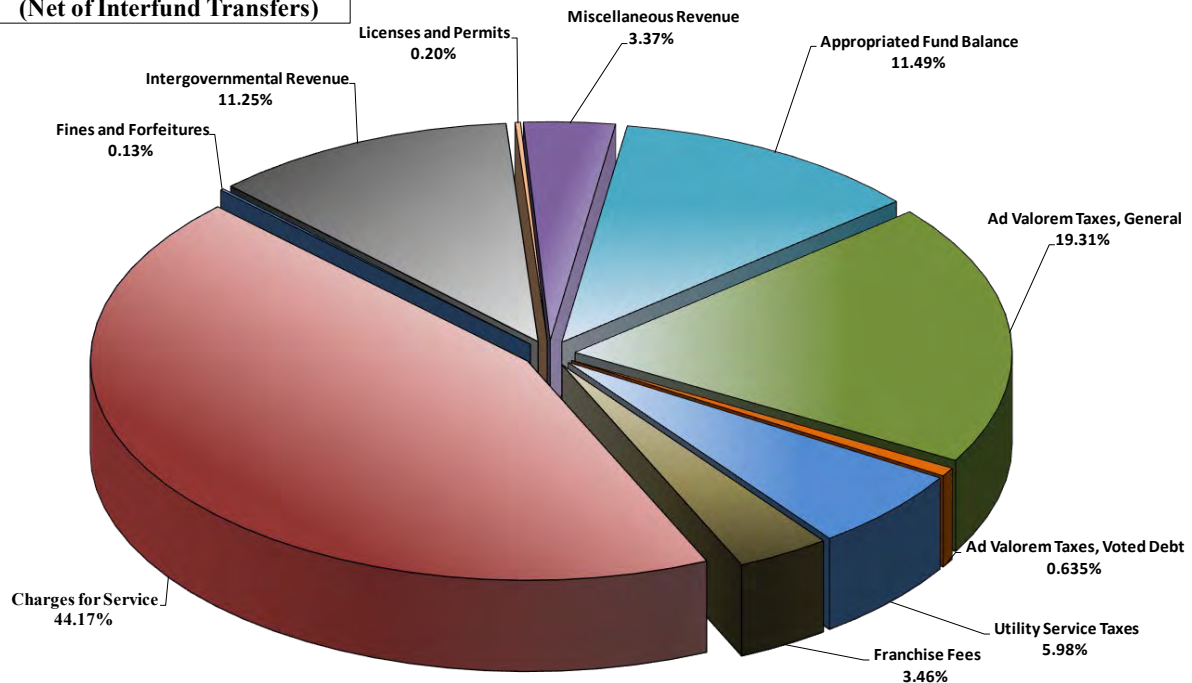
- A** In FY 2019-20 the City funded 3% salary increase for General Employees, compensation increases per the Police and Fire bargaining contracts and five (5) new FTEs. In addition, this year's budget reflects an increase in fixed costs, funding for replacement vehicles and equipment as well as capital expenditures for Public Safety. Some of these increases were offset by decreases in the insurance costs - General/Casualty and Medical.
- B** The increase is linked to the repurposing of the former US postal office into a Community Center. For more details please refer to the CIP section of the book.
- C** The increase is directly attributed to large capital projects.
- D** The City took a conservative approach in budgeting the Recreational Impact Fees for FY 2019-20. The current trend is a decrease in impact fee revenue commensurate to the slowdown of development.
- E** Decrease due to the payoff of the Public Improvement Refunding Revenue Note, Series 2012B (PIRRN 2012B).
- F** The FY 2019-20 budget increase over FY 2018-19 is associated with funding of replacement vehicles as recommended by the Vehicle Replacement Plan and the purchase of new Fire Rescue unit, Police Radios and Parks equipment.
- G** Increase is due to funding of construction projects approved to use the extra one cent sales tax. For more details please refer to the CIP section of the book.
- H** The Technology Improvement Fund is utilized to fund the scheduled replacement of City owned servers, hardware and other technological equipment as recommended by the IT Infrastructure and Organizational Assessment Plan. FY 2019-20 budget decrease is linked to less items being
- I** Investment in facilities maintenance has been limited to the availability of financial resources. This year the City funded an additional \$275,000 in order to address some of the necessary repairs to City facilities.
- J** Water/Wastewater Utility fund increase over FY 2018-19 is related to higher capital expenses along with an increased transfer into the Renewal and Replacement Fund. For more details on the funded capital projects please see the CIP section of the book.
- K** The increase is directly attributed to ongoing repairs and maintenance of the Utility System and the Water and Wastewater Plants.
- L** The FY 2019-20 budget increase is primary due to the funding of a large capital project. For more details please see the CIP section of the book.
- M** The City added the Pharmacy Benefit program in FY 2019-20 which resulted in small increase.

# Consolidated Budget Summary

## FY 2019-20 by Budgeted Revenues

	Millage Per \$1,000	General Fund	CRA Fund	Special Revenue Funds	Debt Service Funds	Capital Project Funds	Enterprise Funds	Internal Service Funds	Total All Funds
<b>BUDGETED REVENUES</b>									
Ad Valorem Taxes, General	5.1145	\$ 14,267,469	\$ 505,100	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 14,772,569
Ad Valorem Taxes, Voted Debt	0.1675	-	-	-	485,762	-	-	-	485,762
Utility Service Taxes		4,573,132	-	-	-	-	-	-	4,573,132
Franchise Fees		2,647,668	-	-	-	-	-	-	2,647,668
Charges for Service		3,366,615	-	4,372,845	-	1,018,042	19,501,508	5,524,932	33,783,942
Fines and Forfeitures		96,000	-	-	-	-	-	-	96,000
Intergovernmental Revenue		4,324,393	481,457	842,338	-	2,405,415	550,000	-	8,603,603
Licenses and Permits		150,063	-	1,000	-	-	-	-	151,063
Interest		126,600	-	11,750	2,814	2,000	175,793	10,000	328,957
Miscellaneous Revenue		257,000	-	-	-	1,631,870	239,803	122,529	2,251,202
	5.2820								
<b>TOTAL OPERATING REVENUES</b>		<b>\$29,808,940</b>	<b>\$ 986,557</b>	<b>\$ 5,227,933</b>	<b>\$ 488,576</b>	<b>\$ 5,057,327</b>	<b>\$20,467,104</b>	<b>\$ 5,657,461</b>	<b>\$67,693,898</b>
Interfund Transfers		\$ 2,861,594	\$ -	\$ -	\$ 2,698,518	\$ 708,651	\$ 6,197,639	\$ 250,000	\$ 12,716,402
Appropriated Fund Balance		335,406	72,926	541,748	-	2,191,500	5,648,074	-	8,789,654
<b>TOTAL NON-OPERATING REVENUES</b>		<b>\$ 3,197,000</b>	<b>\$ 72,926</b>	<b>\$ 541,748</b>	<b>\$ 2,698,518</b>	<b>\$ 2,900,151</b>	<b>\$11,845,713</b>	<b>\$ 250,000</b>	<b>\$21,506,056</b>
<b>TOTAL BUDGETED REVENUES AND FUND BALANCES</b>		<b>\$33,005,940</b>	<b>\$ 1,059,483</b>	<b>\$ 5,769,681</b>	<b>\$ 3,187,094</b>	<b>\$ 7,957,478</b>	<b>\$32,312,817</b>	<b>\$ 5,907,461</b>	<b>\$89,199,954</b>

**Composition of FY 2019-20  
Operating Revenues: \$76,483,552  
(Net of Interfund Transfers)**



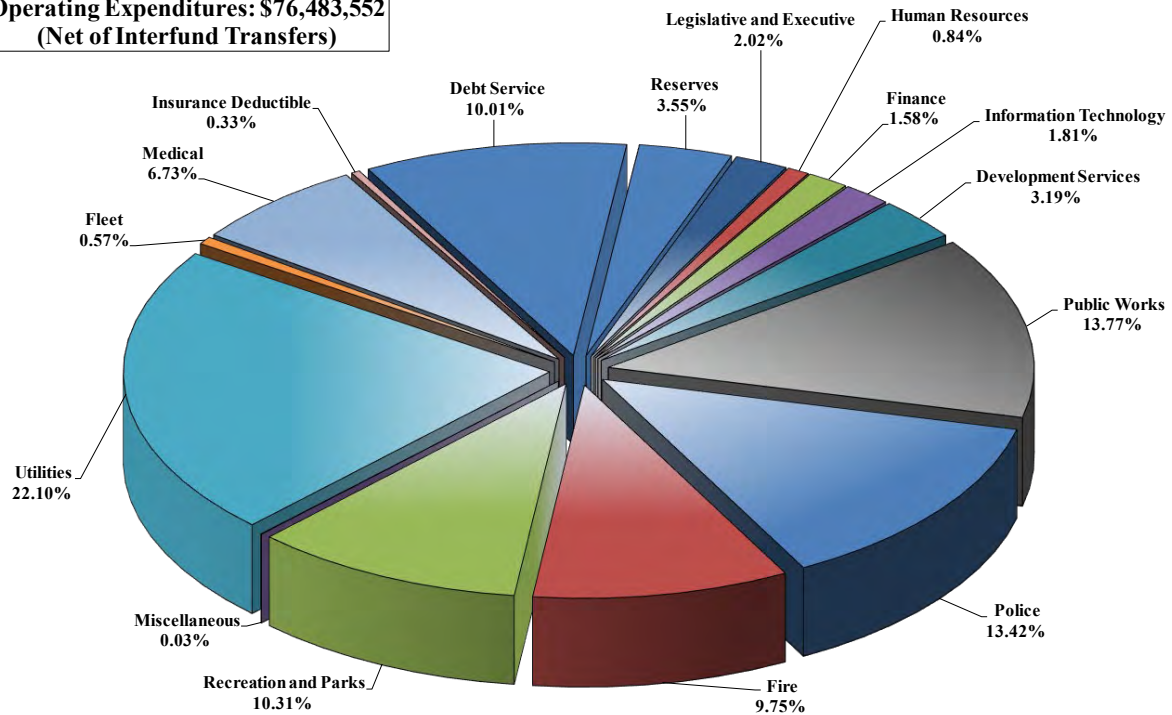
Percentages are calculated against budget of \$76,483,552 which is net of interfund transfers.

# Consolidated Budget Summary

## FY 2019-20 by Budgeted Expenditures

	General Fund	CRA Fund	Special Revenue Funds	Debt Service Funds	Capital Project Funds	Enterprise Funds	Internal Service Funds	Total All Funds
<b>BUDGETED EXPENDITURES</b>								
Legislative and Executive	\$ 1,537,764	\$ -	\$ -	\$ -	\$ 9,982	\$ -	\$ -	\$ 1,547,746
Human Resources	644,712	-	-	-	-	-	-	644,712
Finance	969,333	-	-	-	240,000	-	-	1,209,333
Information Technology	1,385,708	-	-	-	-	-	-	1,385,708
Development Services	1,332,635	739,000	364,505	-	-	-	-	2,436,140
Public Works	1,271,806	-	4,551,771	-	4,712,000	-	-	10,535,577
Police	9,903,284	-	-	-	361,000	-	-	10,264,284
Fire	6,981,079	-	-	-	473,000	-	-	7,454,079
Recreation and Parks	6,228,768	-	10,000	-	330,870	1,315,909	-	7,885,547
Miscellaneous	19,402	-	-	-	-	-	-	19,402
Utilities	-	-	-	-	-	16,900,263	-	16,900,263
Fleet	-	-	-	-	-	-	433,844	433,844
Medical	-	-	-	-	-	-	5,145,871	5,145,871
Insurance Deductible	-	-	-	-	-	-	250,000	250,000
Debt Service	-	-	-	3,017,695	4,337	4,632,361	-	7,654,393
<b>TOTAL OPERATING EXPENDITURES</b>	<b>\$30,274,491</b>	<b>\$ 739,000</b>	<b>\$ 4,926,276</b>	<b>\$ 3,017,695</b>	<b>\$ 6,131,189</b>	<b>\$22,848,533</b>	<b>\$ 5,829,715</b>	<b>\$73,766,899</b>
Interfund Transfers	\$ 2,556,449	\$ 258,368	\$ 424,151	\$ -	\$ 683,888	\$ 8,790,756	\$ 2,790	\$ 12,716,402
Reserve for Contingency	175,000	62,115	419,254	169,399	1,142,401	673,528	74,956	2,716,653
<b>TOTAL NON-OPERATING EXPENDITURES</b>	<b>\$ 2,731,449</b>	<b>\$ 320,483</b>	<b>\$ 843,405</b>	<b>\$ 169,399</b>	<b>\$ 1,826,289</b>	<b>\$ 9,464,284</b>	<b>\$ 77,746</b>	<b>\$15,433,055</b>
<b>TOTAL APPROPRIATED EXPENDITURES AND RESERVES</b>	<b>\$33,005,940</b>	<b>\$ 1,059,483</b>	<b>\$ 5,769,681</b>	<b>\$ 3,187,094</b>	<b>\$ 7,957,478</b>	<b>\$32,312,817</b>	<b>\$ 5,907,461</b>	<b>\$89,199,954</b>

**Composition of FY 2019-20  
Operating Expenditures: \$76,483,552  
(Net of Interfund Transfers)**



Percentages are calculated against budget of \$76,483,552 which is net of interfund transfers.

# Three Year Consolidated Summary

## By Major Fund and Non-Major Funds in the aggregate

	Total Government				General Fund (001)			
	Actual 2017/18	Adopted 2018/19	Adopted 2019/20	Percent Change	Actual 2017/18	Adopted 2018/19	Adopted 2019/20	Percent Change
<i>(\$'s in thousands)</i>								
<b>Financial Sources</b>								
Ad Valorem, General	12,309	13,621	14,773	8.45%	12,083	13,286	14,267	7.39%
Ad Valorem, Voted	502	491	486	-1.02%	-	-	-	0.00%
Utility Service Taxes	4,627	4,411	4,573	3.68%	4,627	4,411	4,573	3.68%
Franchise Fees	2,649	2,454	2,648	7.89%	2,649	2,454	2,648	7.89%
Charges for Services	32,227	33,459	33,784	0.97%	3,482	3,388	3,367	-0.62%
Fines and Forfeitures	259	92	96	4.80%	127	92	96	4.80%
Intergovernmental	8,226	8,562	8,604	0.49%	4,187	4,164	4,324	3.84%
Licenses and Permits	181	159	151	-5.11%	171	154	150	-2.68%
Interest	520	265	329	24.37%	147	78	127	63.14%
Misc. Revenue	1,913	1,441	2,251	56.18%	408	273	257	-5.69%
<b>Operating Revenues</b>	<b>63,414</b>	<b>64,954</b>	<b>67,694</b>	<b>4.22%</b>	<b>27,882</b>	<b>28,298</b>	<b>29,809</b>	<b>5.34%</b>
Interfund Transfers	14,602	11,439	12,716	11.17%	3,053	2,824	2,862	1.33%
Fund Balance	-	2,285	8,790	284.74%	-	210	335	59.87%
<b>Other Financing Sources</b>	<b>14,602</b>	<b>13,724</b>	<b>21,506</b>	<b>56.71%</b>	<b>3,053</b>	<b>3,034</b>	<b>3,197</b>	<b>5.38%</b>
<b>Total Financial Sources</b>	<b>\$ 78,016</b>	<b>\$ 78,678</b>	<b>\$ 89,200</b>	<b>13.37%</b>	<b>\$ 30,934</b>	<b>\$ 31,332</b>	<b>\$ 33,006</b>	<b>5.34%</b>
<b>Financial Uses</b>								
General Government	5,774	6,418	6,480	0.96%	4,593	5,519	5,865	6.26%
Public Safety	15,120	16,592	17,718	6.79%	14,572	15,804	16,884	6.83%
Physical Environment	19,515	20,654	27,436	32.84%	1,836	1,185	1,272	7.34%
Economic Development	73	155	744	380.00%	30	35	5	-85.71%
Parks and Recreation	8,328	7,422	7,886	6.24%	6,112	6,054	6,229	2.88%
Debt Service	5,916	8,079	7,654	-5.26%	-	-	-	0.00%
Depreciation Expense	4,641	-	-	0.00%	-	-	-	0.00%
Miscellaneous Expense	30	21	19	-8.33%	20	21	19	-8.33%
<b>Operating Expenditures</b>	<b>59,398</b>	<b>59,342</b>	<b>67,937</b>	<b>14.48%</b>	<b>27,163</b>	<b>28,619</b>	<b>30,274</b>	<b>5.78%</b>
Internal Service Funds	5,001	5,438	5,830	7.20%	-	-	-	0.00%
Transfers out	14,602	11,439	12,716	11.17%	2,968	2,351	2,556	8.73%
Reserve for Contingency	-	2,459	2,717	10.48%	-	362	175	-51.59%
<b>Other Financing Uses</b>	<b>19,603</b>	<b>19,336</b>	<b>21,263</b>	<b>9.97%</b>	<b>2,968</b>	<b>2,713</b>	<b>2,731</b>	<b>0.69%</b>
<b>Total Financial Uses</b>	<b>\$ 79,001</b>	<b>\$ 78,678</b>	<b>\$ 89,200</b>	<b>13.37%</b>	<b>\$ 30,131</b>	<b>\$ 31,332</b>	<b>\$ 33,006</b>	<b>5.34%</b>
<b>Net Income/(Loss)</b>	<b>\$ (986)</b>	<b>\$ -</b>	<b>\$ -</b>		<b>\$ 803</b>	<b>\$ -</b>	<b>\$ -</b>	
<b>Fund Balance</b>								
Beginning Fund Balance	60,024				6,313			
Ending Fund Balance	59,039				7,116			
Change in Fund Balance	(986)				803			
<b>% Change</b>	<b>-1.64%</b>				<b>12.72%</b>			

# Three Year Consolidated Summary

## By Major Fund and Non-Major Funds in the aggregate

(\$'s in thousands)	CRA Fund (015)				Special Revenue Funds (A)			
	Actual 2017/18	Adopted 2018/19	Adopted 2019/20	Percent Change	Actual 2017/18	Adopted 2018/19	Adopted 2019/20	Percent Change
<b>Financial Sources</b>								
Ad Valorem, General	226	336	505	50.36%	-	-	-	0.00%
Ad Valorem, Voted	-	-	-	0.00%	-	-	-	0.00%
Utility Service Taxes	-	-	-	0.00%	-	-	-	0.00%
Franchise Fees	-	-	-	0.00%	-	-	-	0.00%
Charges for Services	-	-	-	0.00%	4,534	4,617	4,373	-5.30%
Fines and Forfeitures	-	-	-	0.00%	132	-	-	0.00%
Intergovernmental	217	321	481	49.84%	814	883	842	-4.59%
Licenses and Permits	-	-	-	0.00%	10	5	1	-80.00%
Interest	5	-	-	0.00%	41	12	12	1.29%
Misc. Revenue	-	-	-	0.00%	51	-	-	0.00%
<b>Operating Revenues</b>	<b>449</b>	<b>657</b>	<b>987</b>	<b>50.10%</b>	<b>5,581</b>	<b>5,517</b>	<b>5,228</b>	<b>-5.24%</b>
Interfund Transfers	-	-	-	0.00%	263	-	-	0.00%
Fund Balance	-	225	73	-67.59%	-	373	542	45.10%
<b>Other Financing Sources</b>	<b>-</b>	<b>225</b>	<b>73</b>	<b>-67.59%</b>	<b>263</b>	<b>373</b>	<b>542</b>	<b>45.10%</b>
<b>Total Financial Sources</b>	<b>\$ 449</b>	<b>\$ 882</b>	<b>\$ 1,059</b>	<b>20.09%</b>	<b>\$ 5,843</b>	<b>\$ 5,890</b>	<b>\$ 5,770</b>	<b>-2.05%</b>

<b>Financial Uses</b>								
General Government	-	-	-	0.00%	963	436	365	-16.47%
Public Safety	-	-	-	0.00%	67	-	-	0.00%
Physical Environment	64	325	-	0.00%	5,011	4,216	4,552	7.96%
Economic Development	43	120	739	515.83%	-	-	-	0.00%
Parks and Recreation	-	-	-	0.00%	17	10	10	0.00%
Debt Service	-	-	-	0.00%	-	-	-	0.00%
Depreciation Expense	-	-	-	0.00%	-	-	-	0.00%
Miscellaneous Expense	-	-	-	0.00%	-	-	-	0.00%
<b>Operating Expenditures</b>	<b>107</b>	<b>445</b>	<b>739</b>	<b>66.07%</b>	<b>6,058</b>	<b>4,663</b>	<b>4,926</b>	<b>5.65%</b>
Internal Service Funds	-	-	-	0.00%	-	-	-	0.00%
Transfers out	267	263	258	-1.87%	1,341	650	424	-34.78%
Reserve for Contingency	-	174	62	-64.29%	-	577	419	-27.37%
<b>Other Financing Uses</b>	<b>267</b>	<b>437</b>	<b>320</b>	<b>-26.70%</b>	<b>1,341</b>	<b>1,228</b>	<b>843</b>	<b>-31.30%</b>
<b>Total Financial Uses</b>	<b>\$ 374</b>	<b>\$ 882</b>	<b>\$ 1,059</b>	<b>20.09%</b>	<b>\$ 7,400</b>	<b>\$ 5,890</b>	<b>\$ 5,770</b>	<b>-2.05%</b>
<b>Net Income/(Loss)</b>	<b>\$ 75</b>	<b>\$ -</b>	<b>\$ -</b>		<b>\$ (1,556)</b>	<b>\$ -</b>	<b>\$ -</b>	

<b>Fund Balance</b>				
Beginning Fund Balance	172			2,683
Ending Fund Balance	247			1,127
Change in Fund Balance	75			(1,556)
<b>% Change</b>	<b>43.64%</b>			<b>-58.00%</b>

(A) Special Revenue Funds include: 101-Administrative Facilities Impact Fee Fund; 102-Transportation Impact Fee Fund; 103-State Law Enforcement Trust Fund; 105-Local Option Gas Tax Fund; 106-Federal Law Enforcement Trust Fund; 107-Police Impact Fee Fund; 108-Fire Impact Fee Fund; 109-Recreation Impact Fee Fund; 112-Tree Bank Fund; 115-Solid Waste Fund; 120-Building Services Fund; 125-Law Enforcement Fund; 126-Police Donation Fund; 127-Second Dollar Fund; 141-Public Arts Fund; 142-Multi Mobility Fund; 150-Street Light Fund

# Three Year Consolidated Summary

## By Major Fund and Non-Major Funds in the aggregate

	Debt Service Funds (A)				Capital Project Funds (B)			
	Actual 2017/18	Adopted 2018/19	Adopted 2019/20	Percent Change	Actual 2017/18	Adopted 2018/19	Adopted 2019/20	Percent Change
<i>(\$'s in thousands)</i>								
<b>Financial Sources</b>								
Ad Valorem, General	-	-	-	0.00%	-	-	-	0.00%
Ad Valorem, Voted	502	491	486	-1.02%	-	-	-	0.00%
Utility Service Taxes	-	-	-	0.00%	-	-	-	0.00%
Franchise Fees	-	-	-	0.00%	-	-	-	0.00%
Charges for Services	-	-	-	0.00%	699	733	1,018	38.88%
Fines and Forfeitures	-	-	-	0.00%	-	-	-	0.00%
Intergovernmental	-	-	-	0.00%	2,424	2,643	2,405	-8.99%
Licenses and Permits	-	-	-	0.00%	-	-	-	0.00%
Interest	6	3	3	-13.50%	59	1	2	300.00%
Misc. Revenue	-	-	-	0.00%	357	860	1,632	89.75%
<b>Operating Revenues</b>	<b>508</b>	<b>494</b>	<b>489</b>	<b>-1.10%</b>	<b>3,539</b>	<b>4,236</b>	<b>5,057</b>	<b>19.38%</b>
Interfund Transfers	2,912	3,023	2,699	-10.74%	1,161	537	709	31.93%
Fund Balance	-	-	-	0.00%	-	296	2,192	640.33%
<b>Other Financing Sources</b>	<b>2,912</b>	<b>3,023</b>	<b>2,699</b>	<b>-10.74%</b>	<b>1,161</b>	<b>833</b>	<b>2,900</b>	<b>248.09%</b>
<b>Total Financial Sources</b>	<b>\$ 3,420</b>	<b>\$ 3,517</b>	<b>\$ 3,187</b>	<b>-9.38%</b>	<b>\$ 4,700</b>	<b>\$ 5,070</b>	<b>\$ 7,957</b>	<b>56.96%</b>

<b>Financial Uses</b>								
General Government	-	-	-	0.00%	219	462	250	-45.89%
Public Safety	-	-	-	0.00%	481	788	834	5.84%
Physical Environment	-	-	-	0.00%	2,558	2,495	4,712	88.87%
Economic Development	-	-	-	0.00%	-	-	-	0.00%
Parks and Recreation	-	-	-	0.00%	357	38	331	782.32%
Debt Service	3,417	3,453	3,018	-12.60%	6	5	4	-15.56%
Depreciation Expense	-	-	-	0.00%	-	-	-	0.00%
Miscellaneous Expense	-	-	-	0.00%	-	-	-	0.00%
<b>Operating Expenditures</b>	<b>3,417</b>	<b>3,453</b>	<b>3,018</b>	<b>-12.60%</b>	<b>3,621</b>	<b>3,788</b>	<b>6,131</b>	<b>61.88%</b>
Internal Service Funds	-	-	-	0.00%	-	-	-	0.00%
Transfers out	-	-	-	0.00%	458	619	684	10.56%
Reserve for Contingency	-	64	169	163.51%	-	663	1,142	72.18%
<b>Other Financing Uses</b>	<b>-</b>	<b>64</b>	<b>169</b>	<b>163.51%</b>	<b>458</b>	<b>1,282</b>	<b>1,826</b>	<b>42.45%</b>
<b>Total Financial Uses</b>	<b>\$ 3,417</b>	<b>\$ 3,517</b>	<b>\$ 3,187</b>	<b>-9.38%</b>	<b>\$ 4,079</b>	<b>\$ 5,070</b>	<b>\$ 7,957</b>	<b>56.96%</b>
<b>Net Income/(Loss)</b>	<b>\$ 3</b>	<b>\$ -</b>	<b>\$ -</b>		<b>\$ 621</b>	<b>\$ -</b>	<b>\$ -</b>	

<b>Fund Balance</b>			
Beginning Fund Balance	411		4,365
Ending Fund Balance	414		4,986
Change in Fund Balance	3		621
<b>% Change</b>	<b>0.65%</b>		<b>14.23%</b>

(A) Debt Service Funds include: 201-Public Improvement Revenue Bonds Fund; 203-General Obligation Bond Debt Service Fund; 205-Lease Finance Fund.

(B) Capital Project Funds include: 302-Vehicle/Equipment Replacement Fund; 304-3rd Generation Sales Tax Fund; 309-Local Option Sales Tax Fund; 320-Technology Improvement Fund; 327-OSC Extension Landfill Closure Fund; 330-General Facilities Improvement Fund; 340-Recreation Facilities Improvement Fund; 345-Fire Station Construction Fund; 346-Police Station Construction Fund.

# Three Year Consolidated Summary

## By Major Fund and Non-Major Funds in the aggregate

(\$'s in thousands)	Water/Sewer Fund (401)				Non-major Enterprise Funds (A)			
	Actual 2017/18	Adopted 2018/19	Adopted 2019/20	Percent Change	Actual 2017/18	Adopted 2018/19	Adopted 2019/20	Percent Change
<b>Financial Sources</b>								
Ad Valorem, General	-	-	-	0.00%	-	-	-	0.00%
Ad Valorem, Voted	-	-	-	0.00%	-	-	-	0.00%
Utility Service Taxes	-	-	-	0.00%	-	-	-	0.00%
Franchise Fees	-	-	-	0.00%	-	-	-	0.00%
Charges for Services	14,598	15,059	14,986	-0.49%	-	1,899	1,944	2.37%
Fines and Forfeitures	-	-	-	0.00%	-	-	-	0.00%
Intergovernmental	-	550	550	0.00%	-	-	-	0.00%
Licenses and Permits	-	-	-	0.00%	-	-	-	0.00%
Interest	180	128	126	-1.37%	60	28	39	38.82%
Misc. Revenue	622	188	200	6.15%	229	-	40	0.00%
<b>Operating Revenues</b>	<b>15,400</b>	<b>15,926</b>	<b>15,862</b>	<b>-0.40%</b>	<b>288</b>	<b>1,928</b>	<b>2,024</b>	<b>4.98%</b>
Interfund Transfers	300	71	71	0.00%	478	4,984	6,127	22.93%
Fund Balance	-	220	5,204	2260.90%	-	960	305	-68.21%
<b>Other Financing Sources</b>	<b>300</b>	<b>291</b>	<b>5,274</b>	<b>1713.01%</b>	<b>478</b>	<b>5,944</b>	<b>6,432</b>	<b>8.21%</b>
<b>Total Financial Sources</b>	<b>\$ 15,700</b>	<b>\$ 16,216</b>	<b>\$ 21,137</b>	<b>30.34%</b>	<b>\$ 767</b>	<b>\$ 7,872</b>	<b>\$ 8,456</b>	<b>7.42%</b>

<b>Financial Uses</b>								
General Government	-	-	-	0.00%	-	-	-	0.00%
Public Safety	-	-	-	0.00%	-	-	-	0.00%
Physical Environment	11,359	8,953	12,703	41.88%	558	2,070	2,380	14.98%
Economic Development	-	-	-	0.00%	-	-	-	0.00%
Parks and Recreation	-	-	-	0.00%	-	1,320	1,316	-0.32%
Debt Service	-	-	-	0.00%	-	4,186	4,197	0.25%
Depreciation Expense	-	-	-	0.00%	-	-	-	0.00%
Miscellaneous Expense	(576)	-	-	0.00%	2,347	-	-	0.00%
<b>Operating Expenditures</b>	<b>10,783</b>	<b>8,953</b>	<b>12,703</b>	<b>41.88%</b>	<b>2,905</b>	<b>7,576</b>	<b>7,892</b>	<b>4.17%</b>
Internal Service Funds	-	-	-	0.00%	-	-	-	0.00%
Transfers out	5,886	7,087	8,334	17.59%	(3,417)	40	40	-0.14%
Reserve for Contingency	-	176	100	-43.11%	-	256	524	104.76%
<b>Other Financing Uses</b>	<b>5,886</b>	<b>7,263</b>	<b>8,434</b>	<b>16.12%</b>	<b>(3,417)</b>	<b>296</b>	<b>564</b>	<b>90.46%</b>
<b>Total Financial Uses</b>	<b>\$ 16,669</b>	<b>\$ 16,216</b>	<b>\$ 21,137</b>	<b>30.34%</b>	<b>\$ (512)</b>	<b>\$ 7,872</b>	<b>\$ 8,456</b>	<b>7.42%</b>
<b>Net Income/(Loss)</b>	<b>\$ (969)</b>	<b>\$ -</b>	<b>\$ -</b>		<b>\$ 1,279</b>	<b>\$ -</b>	<b>\$ -</b>	

<b>Fund Balance (B)</b>		
Beginning Fund Balance	45,533	
Ending Fund Balance	45,844	
Change in Fund Balance	310	
<b>% Change</b>	<b>0.68%</b>	

(A) Non-Major Enterprise Funds include: 403-Debt Service Sinking Fund; 406-Water/Wastewater Renewal and Replacement Fund; 407-Vehicle Replacement Fund; 408-Water Impact Fee Fund; 409-Sewer Impact Fee Fund; 415-Series 2007 Utility Construction Fund; 416-Series 2010A Utility Revenue Bond Construction Fund; 417-Series 2010B Utility Revenue Bond Construction Fund; 480-Twin Rivers Golf Course Fund.

(B) For the calculation of Fund Balance the Water/Sewer Fund (401) and the Non-Major Enterprise Funds are grouped together.

# Three Year Consolidated Summary

## By Major Fund and Non-Major Funds in the aggregate

	Stormwater Fund (410)				Internal Service Funds (A)			
	Actual 2017/18	Adopted 2018/19	Adopted 2019/20	Percent Change	Actual 2017/18	Adopted 2018/19	Adopted 2019/20	Percent Change
<i>(\$'s in thousands)</i>								
<b>Financial Sources</b>								
Ad Valorem, General	-	-	-	0.00%	-	-	-	0.00%
Ad Valorem, Voted	-	-	-	0.00%	-	-	-	0.00%
Utility Service Taxes	-	-	-	0.00%	-	-	-	0.00%
Franchise Fees	-	-	-	0.00%	-	-	-	0.00%
Charges for Services	2,441	2,428	2,571	5.89%	4,553	5,335	5,525	3.57%
Fines and Forfeitures	-	-	-	0.00%	-	-	-	0.00%
Intergovernmental	-	-	-	0.00%	-	-	-	0.00%
Licenses and Permits	-	-	-	0.00%	-	-	-	0.00%
Interest	18	10	10	0.00%	12	5	10	100.00%
Misc. Revenue	102	-	-	0.00%	373	121	123	1.50%
<b>Operating Revenues</b>	<b>2,561</b>	<b>2,438</b>	<b>2,581</b>	<b>5.87%</b>	<b>4,938</b>	<b>5,460</b>	<b>5,657</b>	<b>3.61%</b>
Interfund Transfers	187	-	-	0.00%	279	-	250	0.00%
Fund Balance	-	-	139	0.00%	-	-	-	0.00%
<b>Other Financing Sources</b>	<b>187</b>	<b>-</b>	<b>139</b>	<b>0.00%</b>	<b>279</b>	<b>-</b>	<b>250</b>	<b>0.00%</b>
<b>Total Financial Sources</b>	<b>\$ 2,748</b>	<b>\$ 2,438</b>	<b>\$ 2,720</b>	<b>11.57%</b>	<b>\$ 5,217</b>	<b>\$ 5,460</b>	<b>\$ 5,907</b>	<b>8.19%</b>

<b>Financial Uses</b>								
General Government	-	-	-	0.00%	-	-	-	0.00%
Public Safety	-	-	-	0.00%	-	-	-	0.00%
Physical Environment	1,304	1,410	1,818	28.90%	-	-	-	0.00%
Economic Development	-	-	-	0.00%	-	-	-	0.00%
Parks and Recreation	-	-	-	0.00%	-	-	-	0.00%
Debt Service	146	435	436	0.07%	-	-	-	0.00%
Depreciation Expense	824	-	-	0.00%	-	-	-	0.00%
Miscellaneous Expense	-	-	-	0.00%	-	-	-	0.00%
<b>Operating Expenditures</b>	<b>2,273</b>	<b>1,845</b>	<b>2,253</b>	<b>22.10%</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.00%</b>
Internal Service Funds	-	-	-	0.00%	5,001	5,438	5,830	7.20%
Transfers out	511	428	417	-2.61%	15	-	3	0.00%
Reserve for Contingency	-	165	50	-69.66%	-	22	75	237.69%
<b>Other Financing Uses</b>	<b>511</b>	<b>593</b>	<b>467</b>	<b>-21.25%</b>	<b>5,016</b>	<b>5,460</b>	<b>5,907</b>	<b>8.19%</b>
<b>Total Financial Uses</b>	<b>\$ 2,784</b>	<b>\$ 2,438</b>	<b>\$ 2,720</b>	<b>11.57%</b>	<b>\$ 5,016</b>	<b>\$ 5,460</b>	<b>\$ 5,907</b>	<b>8.19%</b>
<b>Net Income/(Loss)</b>	<b>\$ (37)</b>	<b>\$ -</b>	<b>\$ -</b>		<b>\$ 201</b>	<b>\$ -</b>	<b>\$ -</b>	

<b>Fund Balance</b>		
Beginning Fund Balance	14,429	547
Ending Fund Balance	14,393	748
Change in Fund Balance	(37)	201
<b>% Change</b>	<b>-0.25%</b>	<b>36.82%</b>

(A) Internal Service Funds include: 504-Fleet Fund; 510-Medical Insurance Fund; 512-Insurance Deductible Fund.

# Revenue Trends

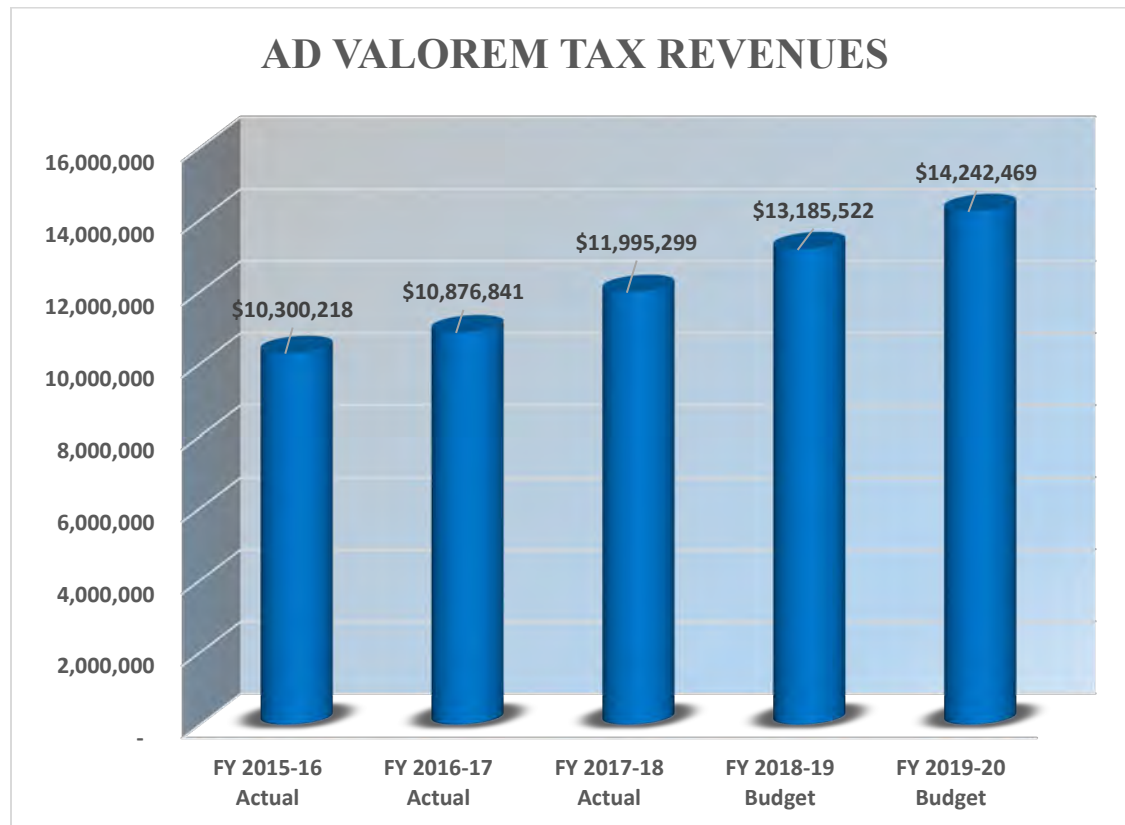
## Ad Valorem Tax Revenues

Ad Valorem Tax revenues, also known as Property Taxes, are based on the assessed value of real property and tangible personal property. A millage rate, as determined by each taxing authority, is assessed against each one thousand dollars in taxable value. As per *Florida Statutes 200.081*, no municipality shall levy ad valorem taxes against real property and tangible personal property in excess of 10 mills, except for voted levies.

Ad Valorem Tax revenues (exclusive of delinquent taxes paid each year), remain the predominant revenue source of the General Fund. Ad Valorem taxes account for 43% of budgeted General Fund revenues in FY 2019-20, as compared to 42% in FY 2018-19. During the recession and the downturn in the housing market from 2007 through 2011 the Ad Valorem Tax revenues experienced a decrease due to the declining tax base. In FY 2012-13, Ad Valorem Tax revenues began to increase again as property values began to increase. The past few years have been favorable for the City of Oviedo as the gross taxable value of the City has been steadily increasing. The increase is due in part to the increase in home values, along with the increase in new construction.

The City's gross taxable value has increased \$1.18 billion since FY 2012-13, to \$3.035 billion. The City is anticipating a continued increase in Ad Valorem Tax revenues over the next five years, mainly due to new construction projects and re-assessments of existing properties.

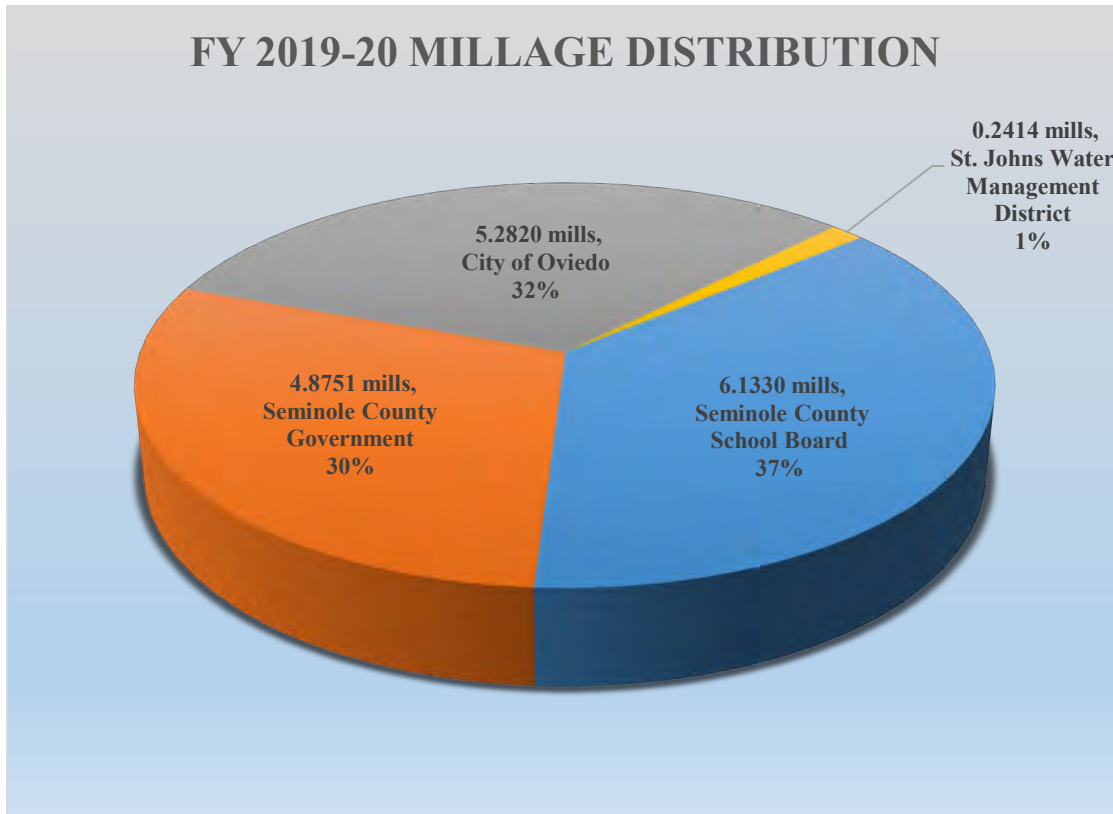
**Trend: Increasing**



# Revenue Trends

## Ad Valorem Tax Revenues, continued

The total millage rate for taxpayers in the City of Oviedo is made up of millage rates assessed by the following taxing authorities: Seminole County School Board, Seminole County Government, City of Oviedo, and the St. Johns River Water Management District. The total millage rate for the City of Oviedo taxpayers for FY 2019 is 16.5315 mills, a decrease of .01948 mills, or (1.16%) from FY 2018. The following graph depicts the distribution of taxes assessed to taxpayers in the City of Oviedo.

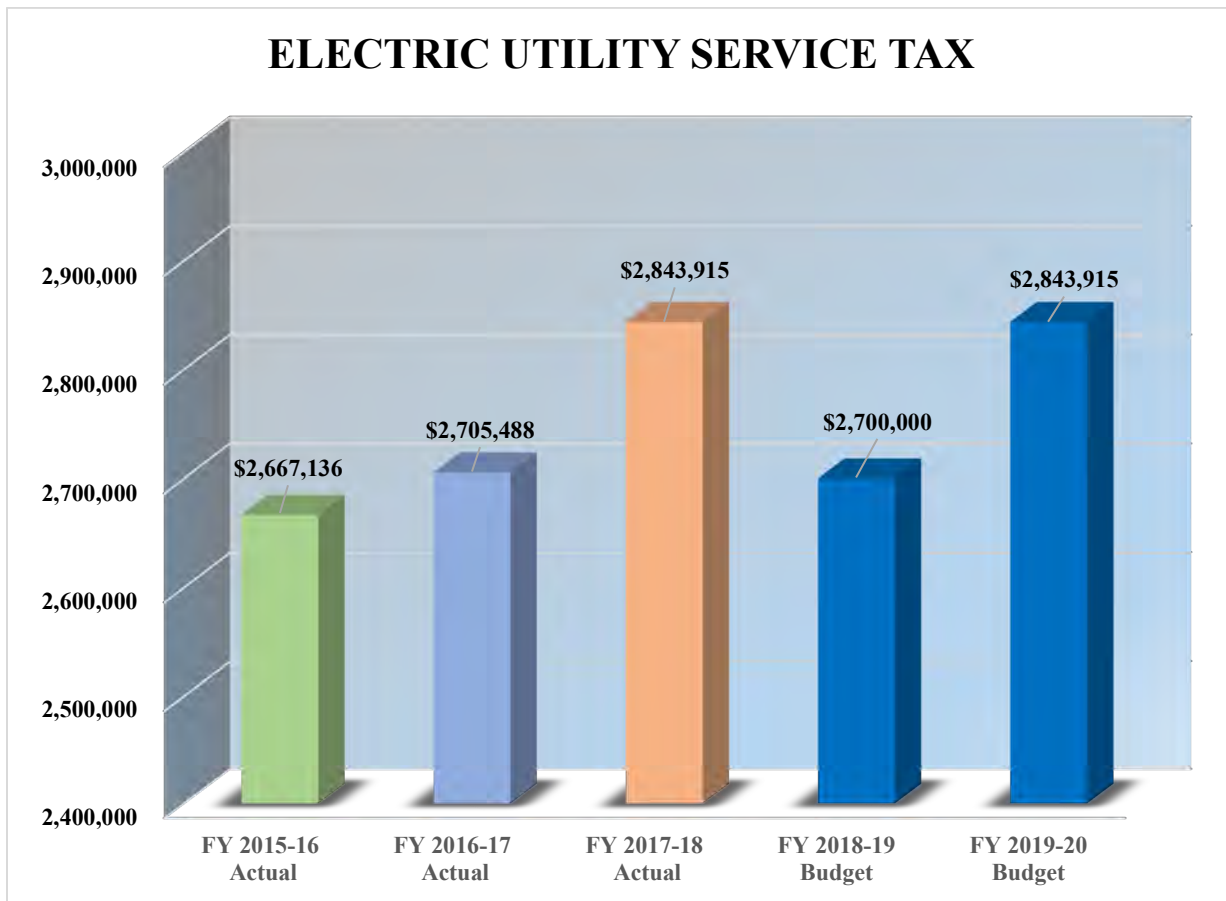


# Revenue Trends

## Electric Utility Service Tax Revenues

The Electric Service Utility Tax is a local option tax currently set at the maximum rate of 10%, as allowed per *Florida Statutes 166.231(1)(a)*, on the purchase of electricity within the City limits of Oviedo. Purchase of electricity means the purchase of electric power by a person who will consume it within the municipality. Electric Utility Service Tax revenues are greatly influenced by weather conditions. Mild winters and summers typically require less energy usage, while cold winters and hot summers would require more. Annual revenues are expected to increase in FY 2019-20 by \$143,915 or 5.33%.

**Trend: *Increasing***

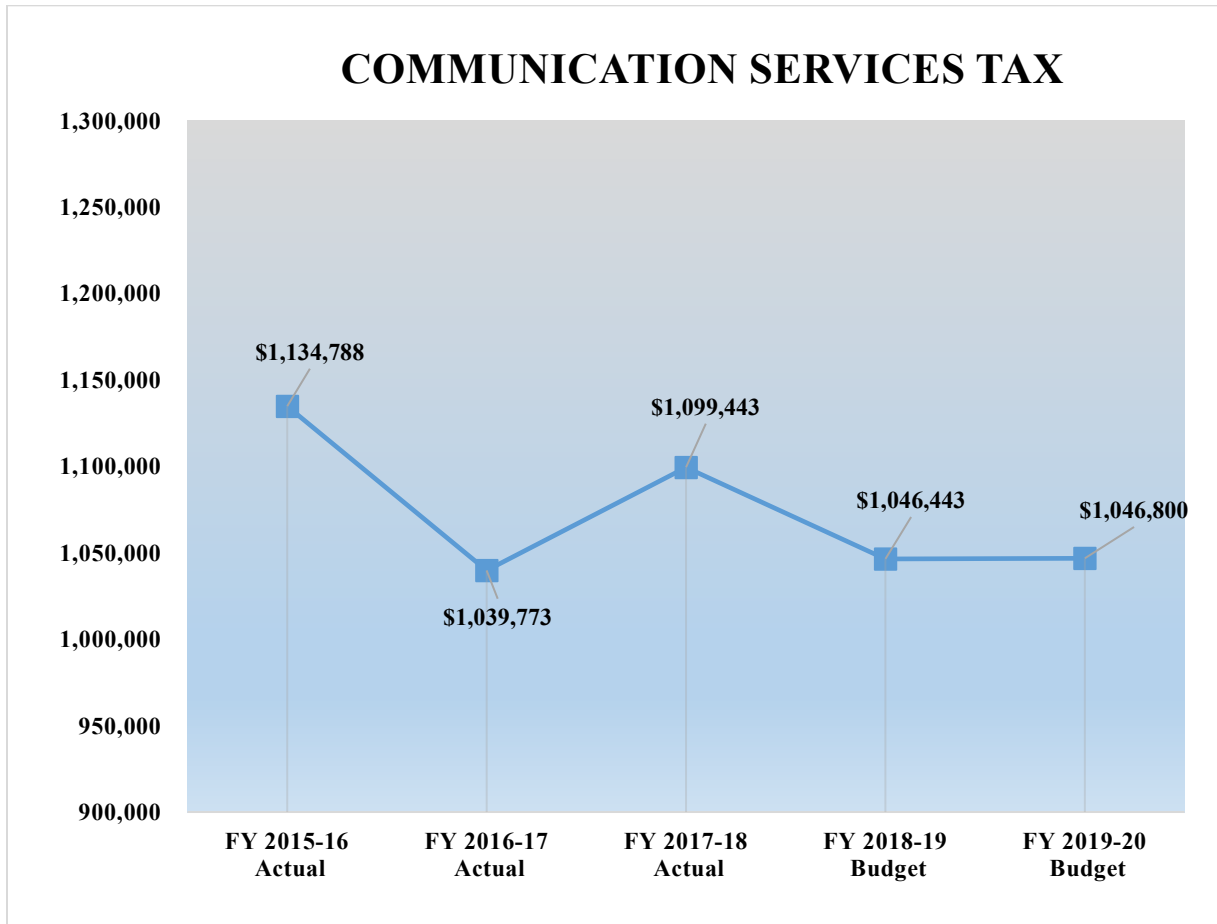


# Revenue Trends

## Communication Services Tax Revenues

The Communication Services Tax (CST) is imposed at a rate of 5.56% on retail sales of various types of communication services which originate and terminate in the state, or originate or terminate in this state and are billed to an address within the state. The State Department of Revenue administers collection and distribution of the Communication Services Tax to local governments. Changes in communication technology and the way in which it is administered, continue to adversely impact the collection of Communication Services Tax. Annual CST revenues are down \$730,414, or 41.10% since the peak of revenues in FY 2007-08. Communication Services Tax is projected to remain flat in FY 2019-20.

**Trend: *Neutral***

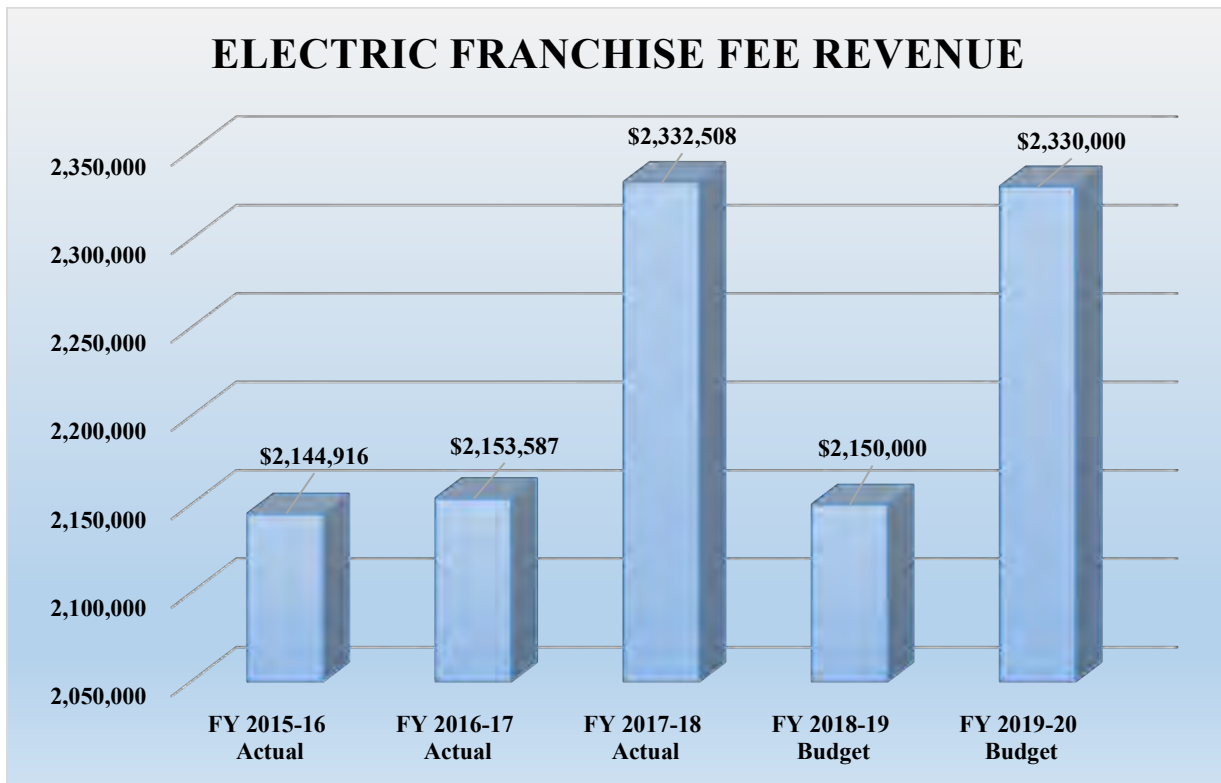


# Revenue Trends

## Electric Franchise Fee Revenues

The Electric Franchise Fee is currently set at the maximum rate of 6% levied against the gross receipts generated within the City limits from Duke Energy, formally Progress Energy, and Florida Power and Light. There was no growth in this revenue source between FY 2006-07 and FY 2007-08 as consumption was tempered by the slowing of the economy. Revenues rebounded in FY 2008-09 and FY 2009-10 due in part to rate increases granted to Duke Energy on January 1, 2009, along with fuel adjustments that were included as pass-throughs in the franchise fee calculation. Since FY 2010-11, revenues have averaged around \$2.2 million, with slight increase in revenue collections in FY2017-18. Current analysis indicates the City could anticipate a slight increase in FY 2019-20.

**Trend: *Increasing***

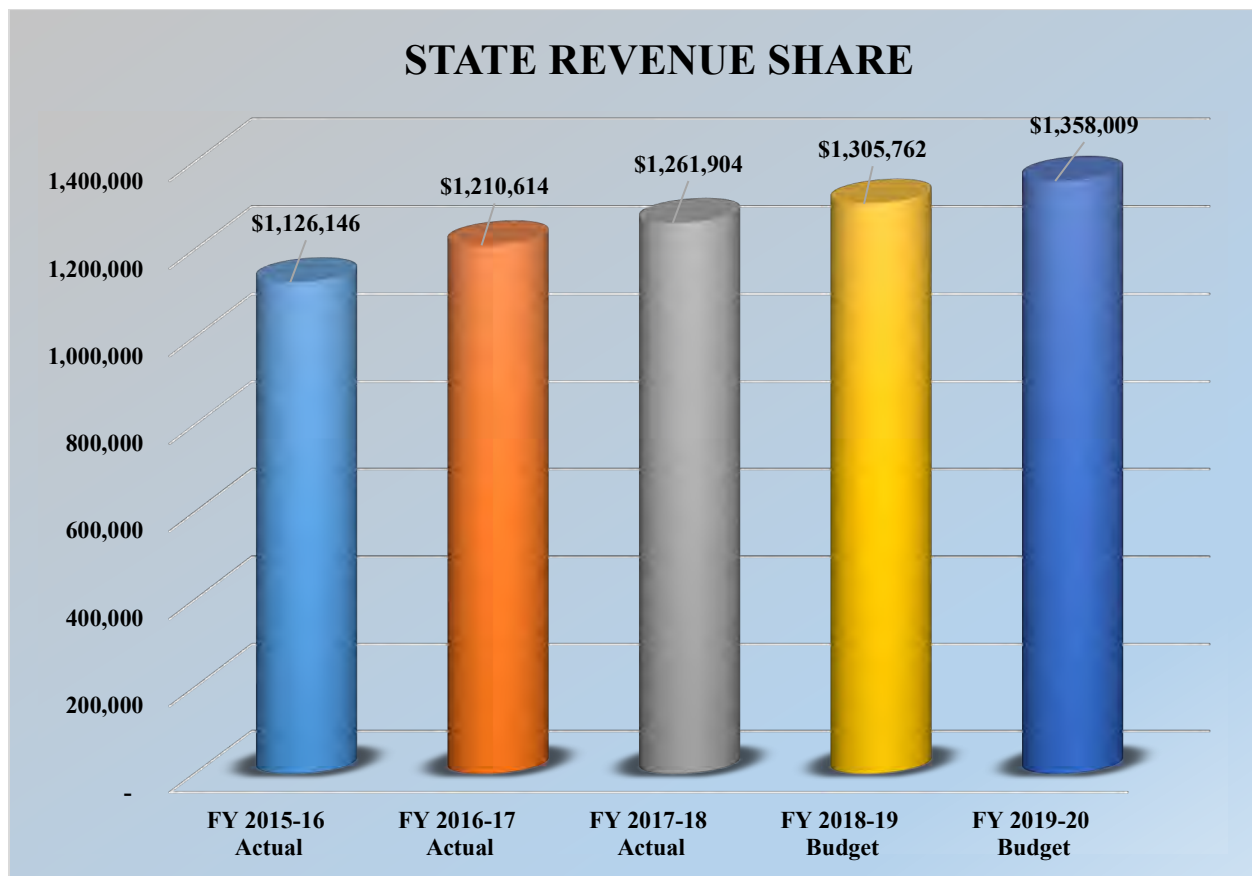


# Revenue Trends

## State Revenue Share

The State Revenue Sharing (SRS) pool for Florida municipalities is comprised of the One Cent Municipal Gas Tax (29%) and the State Sales Tax collections (71%). These funds are distributed back to municipalities based on a formula involving population, sales tax collections and the municipality's relative ability to raise revenue. Revenues declined from FY 2007-08 through FY 2009-10, commensurate with the recessionary economy. Revenues began increasing again in FY 2010-11 as the economy began recovering. Since the low in FY 2009-10, revenues have increased approximately \$595,713 through FY 2018-19. This is an 83.90% increase in revenues since FY 2009-10. As the economy continues to grow, the City expects to see an increase in State Revenue Sharing proceeds. The State Revenue share estimate for FY 2019-20 are \$1,358,009, an increase of 4.00% from FY 2018-19.

**Trend: *Increasing***

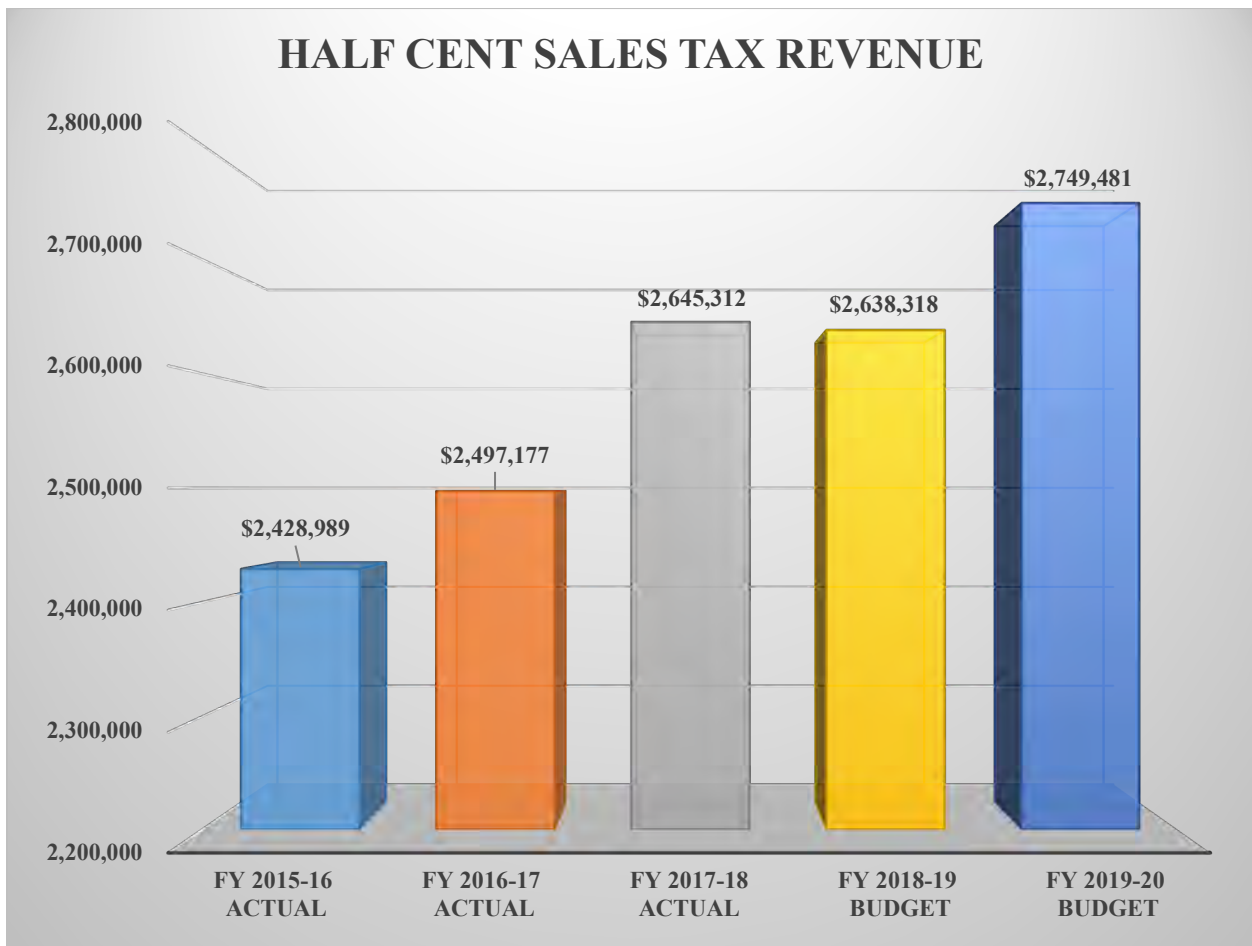


# Revenue Trends

## Half Cent Sales Tax

The Local Government Half-Cent Sales Tax generates the largest amount of revenue among the state-shared revenues. Half Cent Sales Tax revenues are distributed based on a population-based formula that returns estimated taxable sales within Seminole County back to the County and its 7 cities. Approximately 62% of estimated taxable sales are distributed to the County and the balance is remitted to the 7 municipalities. There was a consistent decline in sales tax revenue between FY 2007-10, which was commensurate with the period of recession. Other than a slight decrease in revenues in FY 2014-15, revenues increased \$841,224 or 47% from FY 2009-10 through FY 2018-19. As the economy continues to grow, the City expects to see an increase in Half Cent Sales Tax proceeds. The revenue estimate from the State of Florida for FY 2019-20 are estimated at \$2,749,481.

**Trend: *Increasing***

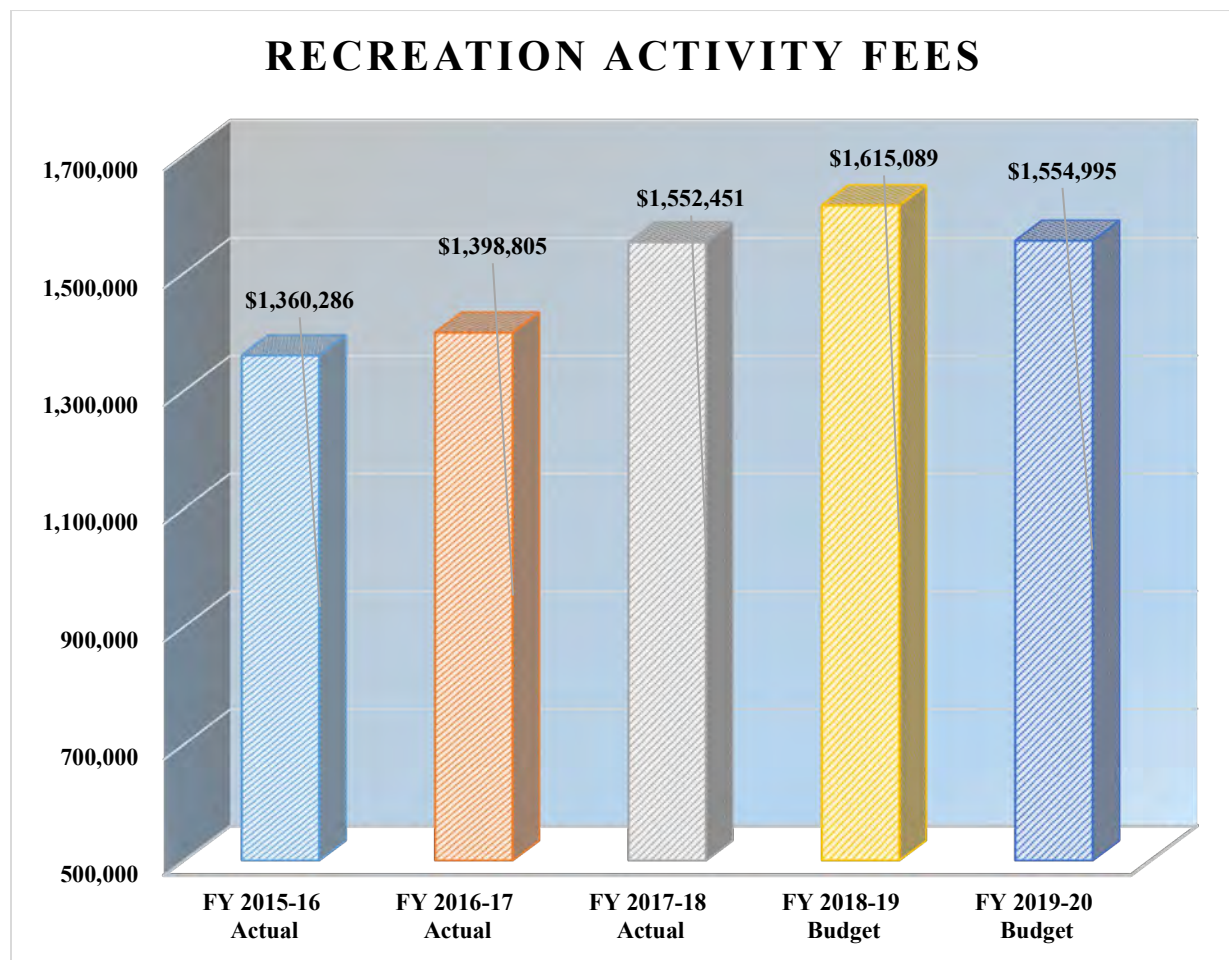


# Revenue Trends

## Recreation Activity Fees

In FY's 2012-13 and 2013-14, Recreation Activity Fees remained consistent at approximately \$1.2 million per year. In FY 2014-15, the revenues began increasing due to the completion of Center Lake Park at Oviedo on the Park. Recreation Activity Fees have been increasing year over year since the completion of Center Lake Park. Factors that will assist in the continued increase in Recreation Activity Fees include: the completion of construction at Oviedo on the Park; the growth in residential home construction; as Center Lake Park becomes more established, an increase in events and rentals is expected. Revenues for FY 2019-20 are projected to increase slightly from the FY 2017-18 actuals. The Recreation and Parks Department strives to obtain a 50% cost recovery on the 5 Signature Events it offers, and a 30% cost recover on all aquatic and recreation programs and administrative costs.

**Trend:** *Neutral*

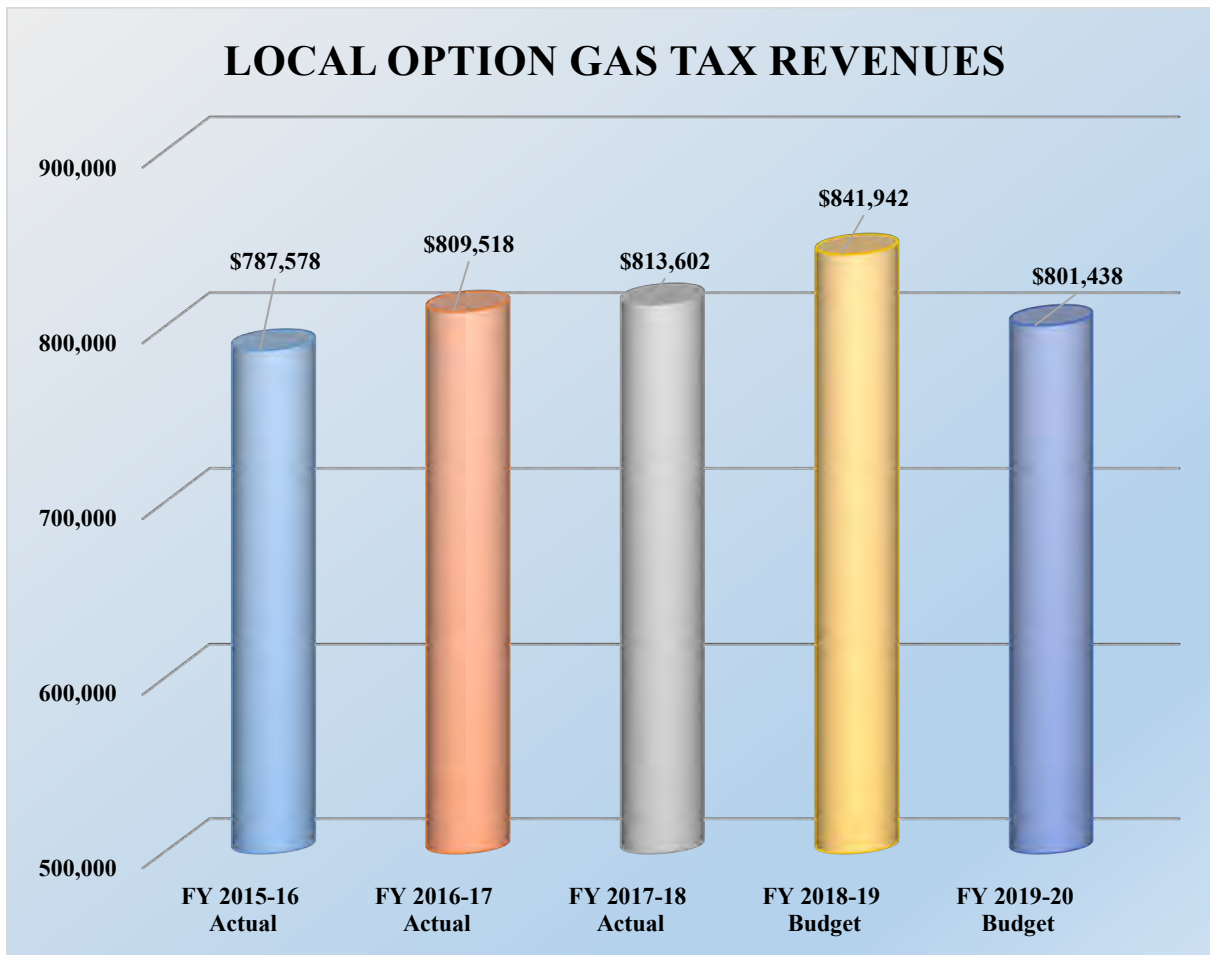


# Revenue Trends

## Local Option Gas Tax Revenues

The City's share of the 6 Cent Local Option Gas Tax is based on an inter-local agreement with Seminole County whereby the County receives a fixed share of 63.6% of countywide gas tax proceeds and the 7 municipalities share the balance. The municipal share is based on actual transportation-related expenses from the prior 5 years as a percent of total transportation expenses for all municipalities. The City's gas tax revenue is budgeted in its Transportation Improvements Fund and is utilized to fund road resurfacing and sidewalk improvements, along with other eligible transportation expenditures as stated in *Florida Statute 336.025*. The City's share of the 6 Cent Local Option Gas Tax has been fairly neutral over the past 5 years, with slight increases each year.

**Trend: *Neutral***



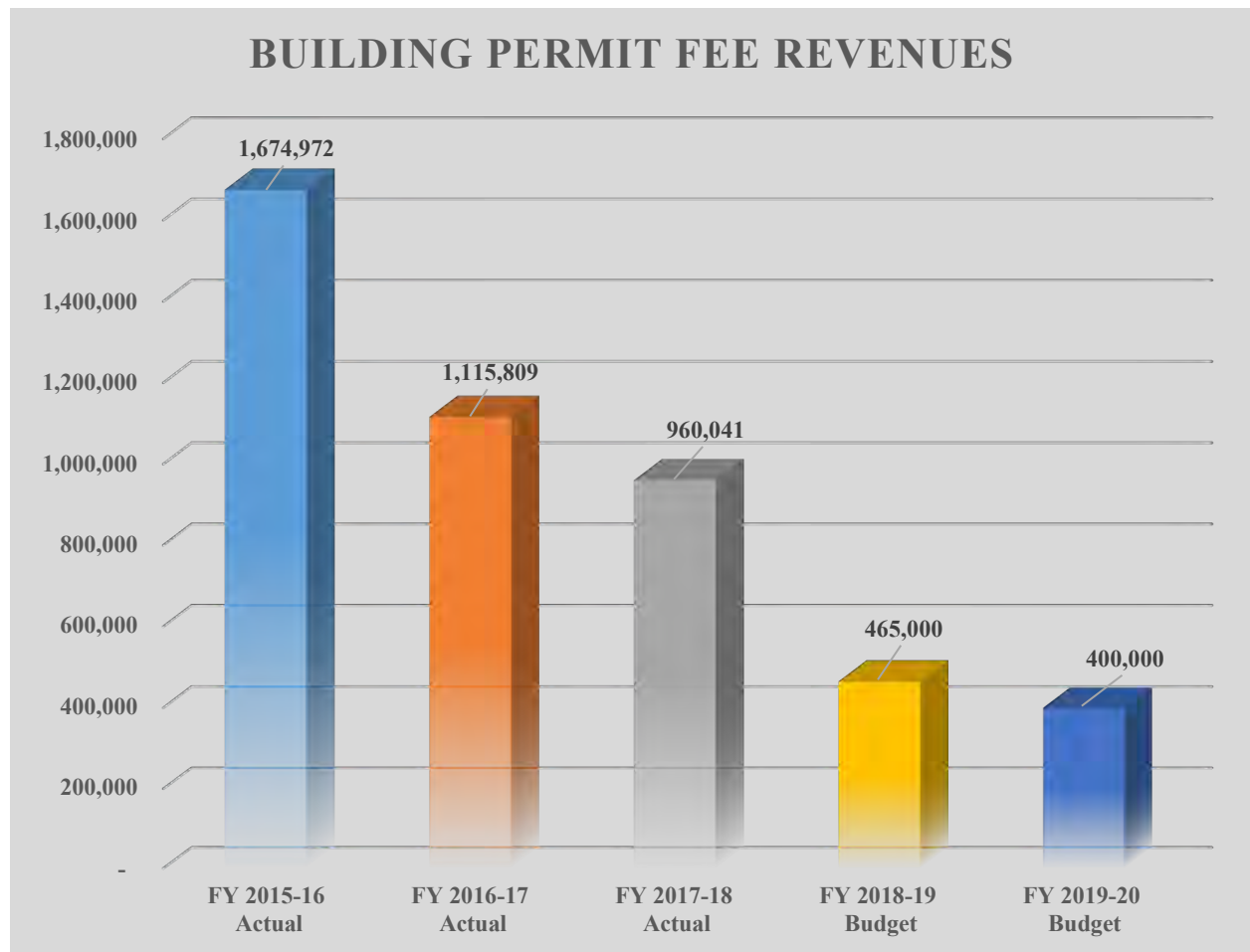
# Revenue Trends

## **Building Permit Fee Revenues**

Building Permit fee revenues are derived mainly from a base fee of \$6.50 per \$1,000 valuation. Effective July 1, 2007, the base permit fee was increased for the first time since 1983 from \$5 to \$6.50. Revenues from the base permit fee coupled with a plans review fee equal to 25% of the permit fee amount, and re-inspection fees, are intended to allow the Building Services Division to be a self-supporting operation.

The decline in permit activity and related revenues began toward the end of FY 2007-08, declined sharply in FY 2008-09, and remained low in FY 2009-10 commensurate with the recession. FY 2014-15 was the beginning of a boom in construction in Oviedo, related to: the development of multiple new single-family communities; construction of Oviedo the Park; a new Emergency Room and subsequently a new hospital. Revenues are anticipated to peak in FY 2015-16 and are projected to start trending down in subsequent years. The FY 2019-20 projected revenues are low, as current construction projects are wrapping up, and there is a decrease in the amount of new construction projects.

**Trend: *Declining***



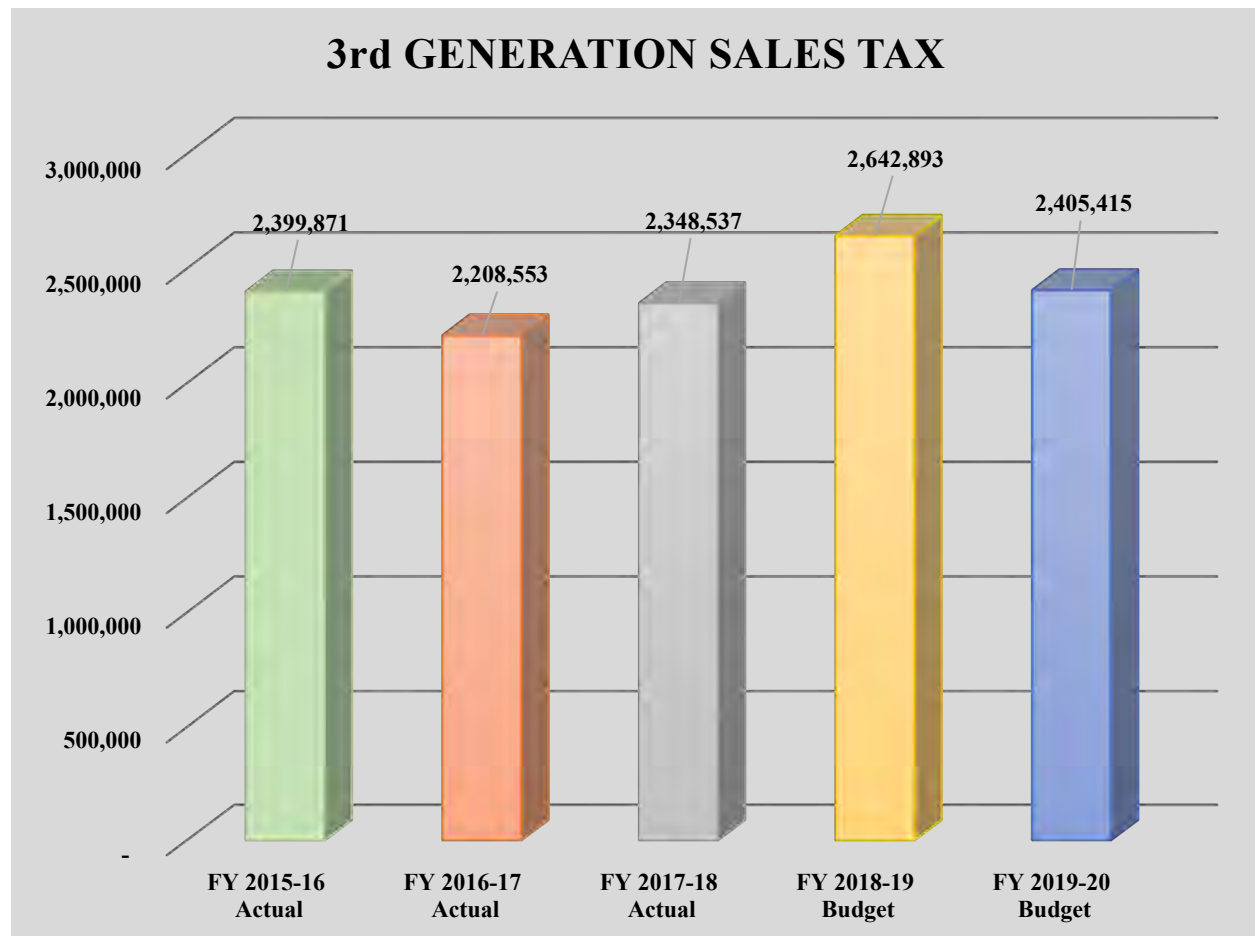
# Revenue Trends

## 3<sup>rd</sup> Generation Sales Tax Revenues

In FY 2014, Seminole County voters approved the Third Generation Penny Sales Tax Referendum. Under the authority of Section 212.055(2), Florida Statutes, and pursuant to Seminole County Ordinance No. 2014-8, Seminole County imposed a one percent local government infrastructure sales surtax upon taxable transactions occurring in Seminole County and has provided for distribution of the proceeds from the surtax. The net revenues derived from the sales surtax levied and imposed by the County shall be distributed by the Department of Revenue directly to the City of Oviedo. An interlocal agreement is in effect among Seminole County, the School Board of Seminole County and the Signatory Municipalities pertaining to the shared distribution and use of the one cent local government infrastructure surtax.

The City of Oviedo received the first proceeds of the 3<sup>rd</sup> Generation Sales Tax in FY 2014-15. Revenues for 2019-20 have not been received from the State of Florida. Revenues for FY 2019-20 are based on historical actuals, and are projected to be \$2,405,415, a decrease of \$237,478 or (8.99%) over FY 2018-19. 3<sup>rd</sup> Generation Sales Tax revenues are increasing moderately each year.

**Trend:** *Neutral*



# Revenue Trends

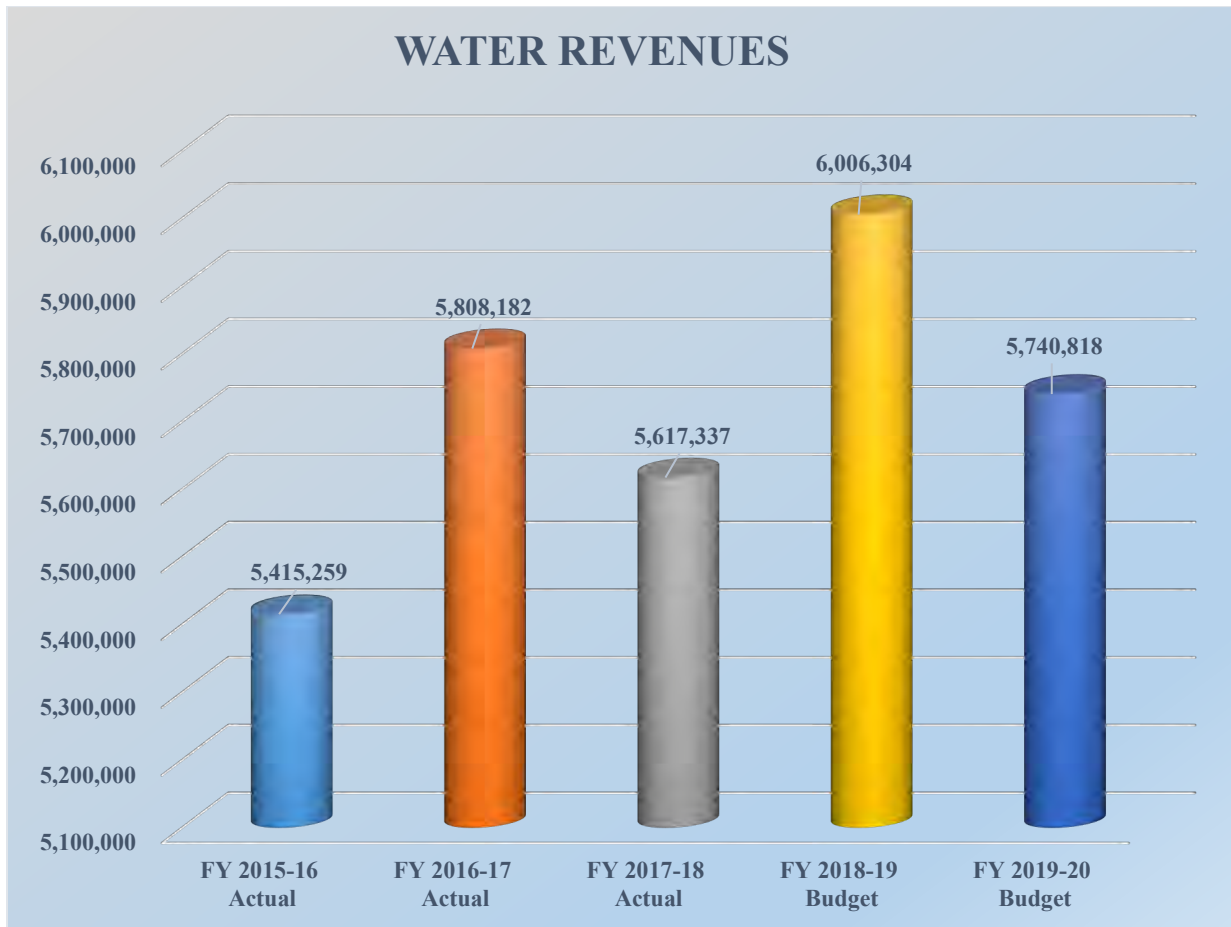
## Water, Wastewater and Reclaimed Revenues

The five-year trend for Water, Wastewater and Reclaimed revenues shows a steady increase in revenues year over year. The increase is the result of the following: new residential and commercial construction throughout the City over the past few years; and the Utility Revenue Sufficiency Analysis. A Utility Revenue Sufficiency Analysis was completed by Willdan Financial Services in June of 2015. As a result of the Analysis, the City discovered that an annual indexing of rates had not been applied in 2011, 2013 or 2014. The cumulative effect of these omissions was an increase in utility rates of 7.1%, which was implemented in June 2015. The Utility Revenue Sufficiency Analysis was approved by City Council in September 2015, per Resolution. The Resolution, effective October 1, 2015, and for all subsequent fiscal years on October 1, states all rates for water, sewer and reclaimed water shall be automatically increased based on the actual change in CPI for All Urban Consumers Unadjusted (CPI-U), as of the month of August each year. The increase will not exceed 5%, but in no event, shall the adjustment be less than 3%. The rate increase effective October 1, 2019 is 3%.

In addition to the items noted above, reclaimed water revenues have increased as the City has been expanding its reclaimed system over the past several years.

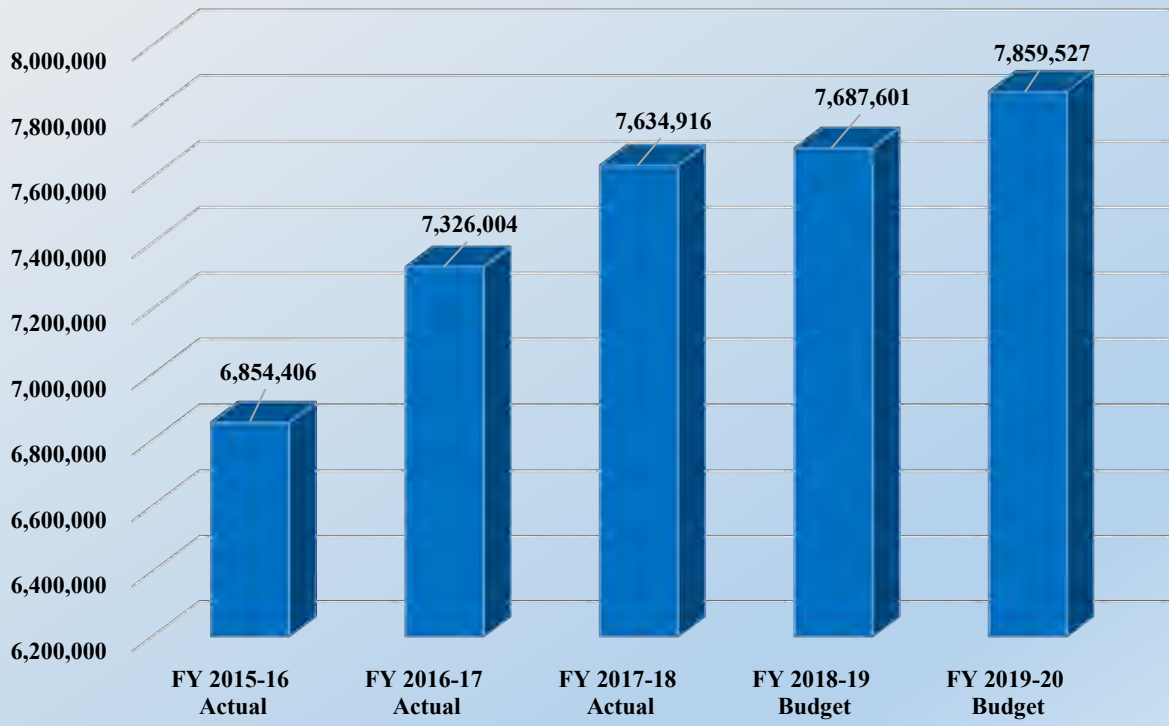
Water, Wastewater and Reclaimed revenues are expected to continue increasing.

**Trend: *Increasing***

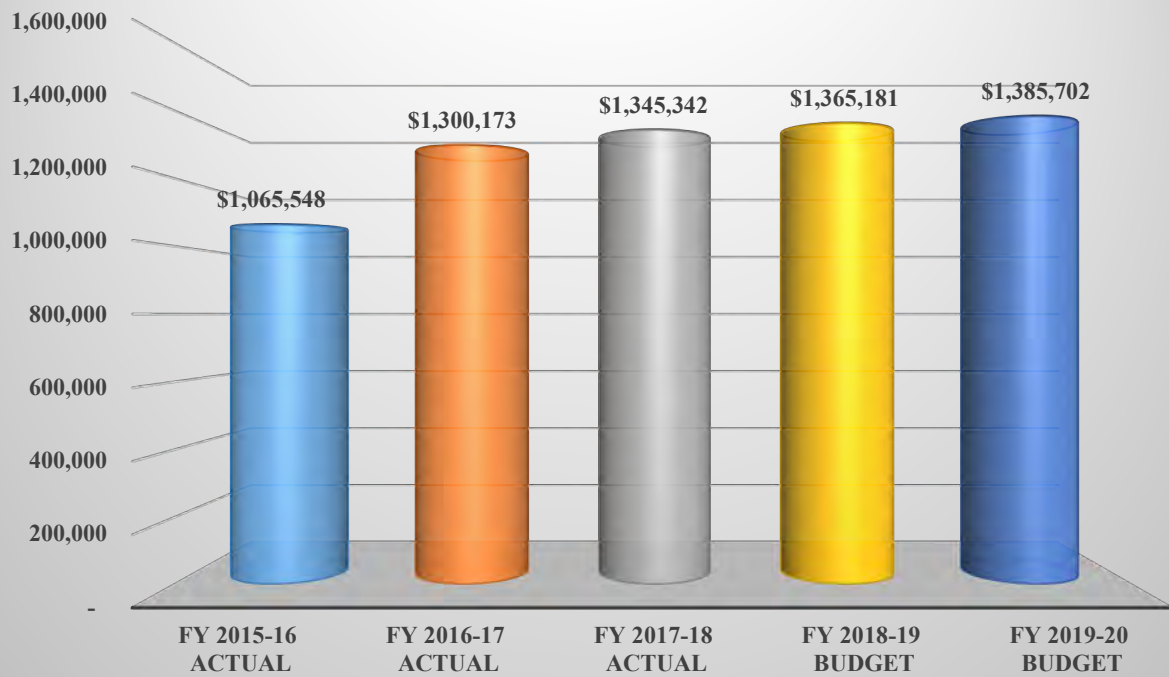


# Revenue Trends

## WASTEWATER REVENUES



## RECLAIMED WATER REVENUES

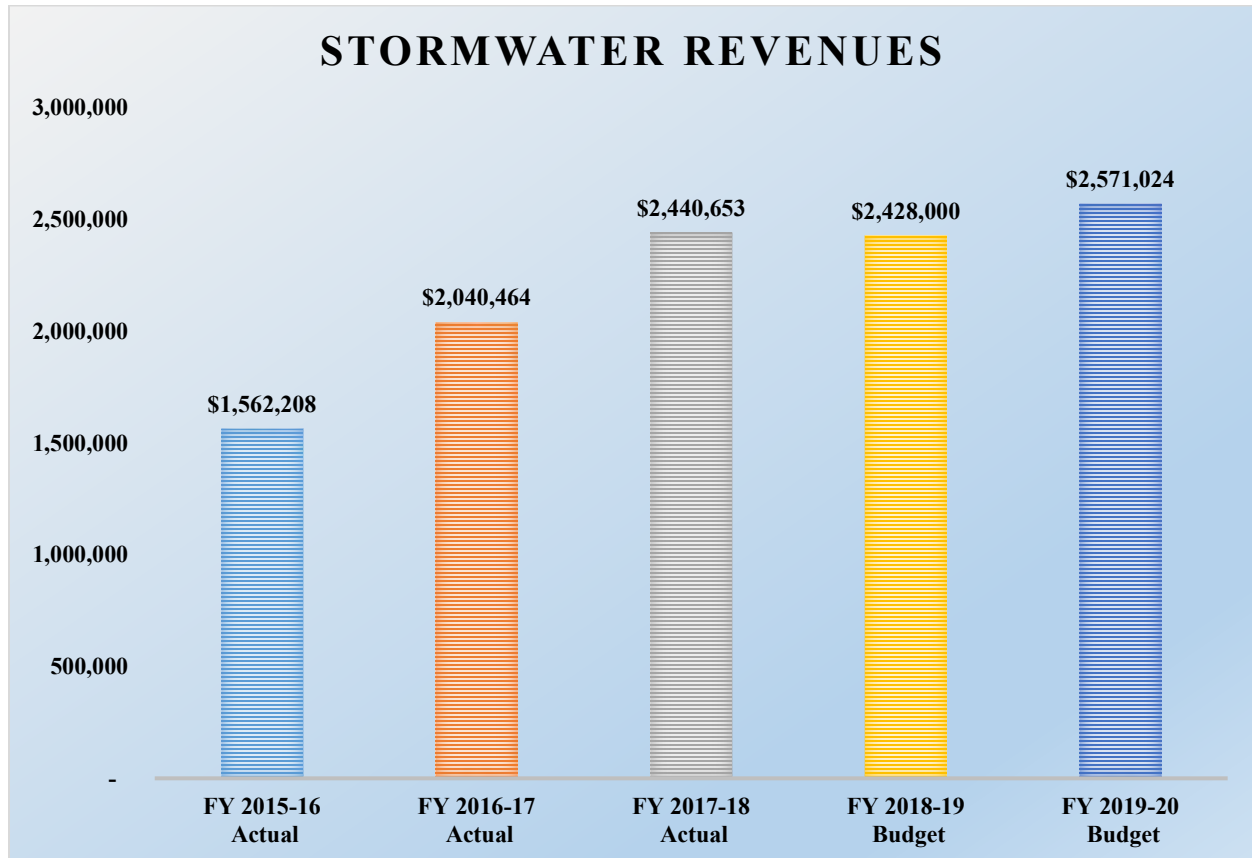


# Revenue Trends

## Stormwater Revenues

A Revenue Sufficiency Analysis was completed by Willdan Financial Services in January of 2017 and was approved by City Council on January 17, 2017 (Resolution No. 3349-17). Per the Resolution, effective February 1, 2017, the Stormwater rate increased from \$7.00 to \$10.00 per ERU, per month. Effective October 1, 2017, and all subsequent fiscal years on October 1, the Stormwater ERU rate shall automatically increase by two percent (2%) but in no event shall the adjustment exceed two percent (2%) without City Council approval. The 2.0% indexing will ensure sufficient revenues for current and long-term operating, capital, and related debt service expenses for the Stormwater System. The ERU is predicated on the effective impervious surface of a single-family residence and is equal to an average of 2,464 square feet of impervious surface. The associated ERU's assigned to all multi-family, commercial and other non-residential properties are based on this impervious surface relationship. Revenue trends over the past 4 years have remained flat as this revenue source had been set at \$7 per ERU for multiple years. FY 2017-18 show a tremendous increase in revenues as a result of the rate per ERU increasing from \$7.00 to \$10.00 in February 2017, along with the indexing of the rate on October 1, 2017. On October 1, 2019, Stormwater revenues will see an additional 2% rate increase. As a result of new development within the City, and the annual indexing of the Stormwater rate, Stormwater revenues are projected to increase.

**Trend: *Increasing***



# Fund Balance Overview

**Fund balance** - otherwise known as fund equity – is the assets of a fund minus its liabilities. Generally, in non-enterprise funds it represents the surplus of income over expenditures within a fund that is carried over from prior years and may be appropriated in the budget to support anticipated expenditures, although designated or restricted fund balance can only be appropriated for a specific use. The fund balance information represents a summary listing of the estimated cash balance for each fund (exclusive of pension and trust funds) at September 30, 2019 and September 30, 2020.

## General Fund

The target reserve set by the City Council is to retain an undesignated fund balance equal to 15% of budgeted General Fund expenditures. The undesignated fund balance allows the City to withstand severe economic downturns, respond to emergencies and natural disasters, and provide a measure of financial flexibility. At September 30, 2018, the undesignated "reserve" level was \$6.865 million. Based on the FY 2018-19 Amended Budget, and the FY 2019-20 Adopted Budget, the ending unassigned fund balance at September 30, 2020 is projected to be \$6,673,932, or 21.92% of the FY 2019-20 budgeted expenditures, less transfers.

## Special Revenue Funds

There are no fund balance requirements for Special Revenue Funds. Because these funds account for the receipts from revenue sources that are in most cases legally restricted for specific activities, the fund balance is similarly restricted.

## Capital Project Funds

There are no fund balance requirements for Capital Project Funds. The fund balance is normally appropriated to complete projects from the prior fiscal year, or if undesignated, to fund new capital improvement projects. In the case of the Vehicle Replacement Fund, the fund balance is needed to meet future vehicle replacement needs as identified in the vehicle replacement schedule.

## Debt Service Funds

There is no bond covenant requiring a minimum reserve requirement as is found in water and sewer sinking funds. If fund balance does accumulate in any of the City's General Obligation Bond sinking funds, it may be appropriated, thereby reducing the required tax rate necessary to retire debt.

## Enterprise Funds

The retained earnings in the *Water and Wastewater Utility Funds* on the following pages represent cash and cash equivalents. In the Comprehensive Annual Financial Report (CAFR), the retained earnings are consolidated for all water and wastewater funds in accordance with generally accepted accounting principles. In the budget, however, the water and wastewaters funds are presented separately on a cash basis.

# Fund Balance Overview

The City's budget guidelines, in conjunction with the financial policies, require a capital reserve equal to a minimum of ninety (90) days of the Water and Wastewater Utility operating budget. While budget policy requires a minimum of ninety (90) days, the City has set the reserve at one-hundred twenty (120) days. The capital reserve for FY 2019-20 is \$2.89 million. This will allow the Utility to meet working capital needs, provide a reserve for unforeseen repairs to the system and to withstand any significant economic downturns or increases in operating costs. The unaudited cash position at September 30, 2020, less the operating reserve of \$2.89 million, is expected to be \$2.2 million or 25.59% of the Water and Wastewater operating budget at September 30, 2020.

Any reserve in the *Water and Sewer Impact Fee Funds* are exclusively designated to fund the future expansion of the utility system.

The reserve in the *Renewal and Replacement Fund* is needed to fund current and future year's (non-capacity expansion) capital improvements to adequately maintain the utility system.

# Fund Balance by Fund

## Governmental Funds

	Actual Fund Balance 9/30/2018	Budgeted Change in Fund Balance FY 18-19	Estimated Fund Balance 9/30/2019	Budgeted Change in Fund Balance FY 19-20	Estimated Fund Balance 9/30/2020 (I)	Percent Change FY 19-20
<b><u>GOVERNMENTAL FUNDS</u></b>						
<b><u>General Fund (001)</u></b>						
Unassigned	6,865,245	(246,922)	6,834,338	(160,406)	6,673,932	-2.35%
<i>Assigned or Reserved</i>						
Nonspendable	13,180		6,459		6,459	
Assigned	209,797		-		-	
Restricted	27,947		28,450		28,450	
Total: Assigned or Reserved	250,924		34,909		34,909	
<b>Total General Fund</b>	<b>7,116,169</b>		<b>6,869,247</b>		<b>6,708,841</b>	
<b>Unassigned Fund Balance as a % of Actual Exp (excluding transfers)</b>			23.44%		21.92%	
<b><u>CRA (015)</u></b>	246,922	(173,995)	72,927	(10,811)	62,116	-14.82%
<b><u>Special Revenue Funds</u></b>						
Administrative Impact Fee Fund (101)	254,700	(66,358)	188,342	(74,748)	113,594	-39.69% <b>A</b>
Transportation Impact Fee Fund (102)	237,853	(103,779)	134,074	(227,000)	(92,926)	-169.31% <b>B</b>
State Law Enforcement Trust Fund (103)	35,314	-	35,314	-	35,314	0.00%
Transportation Imprv. Fund (Gas Tax) (105)	200,724	(80,631)	120,093	92,020	212,113	76.62% <b>C</b>
Federal Law Enforcement Trust Fund (106)	179,628	(92,000)	87,628	(50,000)	37,628	-57.06% <b>D</b>
Police Impact Fee Fund (107)	145,845	2,110	147,955	(3,500)	144,455	-2.37%
Fire Impact Fee Fund (108)	65,072	35,100	100,172	(44,500)	55,672	-44.42% <b>E</b>
Recreation Impact Fee Fund (109)	(428,450)	(45,750)	(474,200)	31,000	(443,200)	-6.54%
Tree Bank Fund (112)	249,130	(28,850)	220,280	(40,000)	180,280	-18.16% <b>F</b>
Solid Waste Fund (115)	(46,891)	19,060	(27,831)	6,783	(21,048)	-24.37% <b>G</b>
Building Services Fund (120)	11,310	-	11,310	92	11,402	0.81%
Law Enforcement (125)	132,143	-	132,143	-	132,143	0.00%
Police Donations (126)	25,579	-	25,579	-	25,579	0.00%
Second Dollar Education (127)	46,912	-	46,912	-	46,912	0.00%
Public Arts Fund (141)	10,077	-	10,077	-	10,077	0.00%
Multi-Mobility Fund (142)	7,844	-	7,844	-	7,844	0.00%
Street Light Fund (150)	-	291,378	291,378	187,359	478,737	64.30% <b>H</b>
<b>Total Special Revenue Funds</b>	<b>1,126,790</b>	<b>(69,720)</b>	<b>1,057,070</b>	<b>(122,494)</b>	<b>934,576</b>	
<b><u>Debt Service Funds</u></b>						
Public Improvement Revenue Bonds (201)	29	-	29	-	29	0.00%
General Obligation Bonds (203)	420,255	(25,000)	395,255	-	395,255	0.00%
Lease Financing Fund (205)	(6,215)	58,332	52,117	169,399	221,516	325.04% <b>I</b>
<b>Total Debt Service Funds</b>	<b>414,069</b>	<b>33,332</b>	<b>447,401</b>	<b>169,399</b>	<b>616,800</b>	
<b><u>Capital Project Funds</u></b>						
Vehicle/Equipment Replacement Fund (302)	782,021	(171,794)	610,227	594,968	1,205,195	97.50% <b>J</b>
3rd Generation Sales Tax (304)	3,408,597	(1,760,950)	1,647,647	(2,094,585)	(446,938)	-127.13% <b>K</b>
Local Option Sales Tax Construction Fund (309)	99,636	(13,677)	85,959	(35,000)	50,959	-40.72% <b>L</b>
Technology Improvements Fund (320)	333,730	(180,000)	153,730	15,018	168,748	9.77%
OSC Ext. Landfill Closure Fund (327)	66,585	500	67,085	(4,500)	62,585	-6.71%
General Facilities Improvements Fund (330)	(759,296)	-	(759,296)	275,000	(484,296)	-36.22% <b>M</b>
Recreation Facilities Improvement Fund (340)	1,178,753	(978,752)	200,001	200,000	400,001	100.00% <b>N</b>
Police Construction Fund (346)	(124,287)	-	(124,287)	-	(124,287)	0.00%
<b>Total Capital Project Funds</b>	<b>4,985,740</b>	<b>(3,104,673)</b>	<b>1,881,067</b>	<b>(1,049,099)</b>	<b>831,968</b>	
<b>TOTAL GOVERNMENTAL FUNDS</b>	<b>13,889,690</b>	<b>(3,315,056)</b>	<b>10,327,712</b>	<b>(1,013,005)</b>	<b>9,154,301</b>	

# Fund Balance by Fund

## Enterprise Funds and Internal Service Funds

	Actual	Budgeted	Estimated	Budgeted		
	Fund Balance	Change in	Fund Balance	Change in	Estimated	Percent
	9/30/2018	FY 18-19	9/30/2019	FY 19-20	9/30/2020 (1)	Change
						FY 19-20
<b><u>ENTERPRISE FUNDS</u></b>						
<b><u>Water/Wastewater Funds</u></b>						
Water/Wastewater Operating Fund (401)	11,201,127	(987,016)	10,214,111	(5,103,981)	5,110,130	-49.97%
Utility Revenue Bond Sinking Fund (403)	319,500	-	319,500	-	319,500	0.00%
Renewal and Replacement Fund (406)	1,780,169	(1,554,368)	225,801	(114,850)	110,951	-50.86%
Vehicle and Equipment Replacement Fund (407)	388,049	140,557	528,606	90,807	619,413	17.18%
Water System Impact Fee Fund (408)	367,672	(272,510)	95,162	103,500	198,662	108.76%
Wastewater System Impact Fee Fund (409)	722,141	(645,722)	76,419	27,192	103,611	35.58%
Stormwater Fund (410)	905,486	(764,406)	141,080	(88,935)	52,145	-63.04%
2007 Utility Rev Bonds Construction Fund (415)	14,635	(10,310)	4,325	-	4,325	0.00%
2010 Utility Rev Bonds Construction Fund (416)	3,570	(719)	2,851	-	2,851	0.00%
2010 Utility Rev Bonds Construction Fund (417)	39,501	(1,551)	37,950	-	37,950	0.00%
Twin Rivers Golf Fund (480)	(744,327)	-	(744,327)	111,721	(632,606)	-15.01%
<b>TOTAL ENTERPRISE FUNDS</b>	<b>14,997,522</b>	<b>(4,096,045)</b>	<b>10,901,477</b>	<b>(4,974,546)</b>	<b>5,926,931</b>	<b>-45.63% O</b>
<b><u>INTERNAL SERVICE FUNDS</u></b>						
Fleet Maintenance Fund (504)	41,344	1,363	42,707	2,017	44,724	4.72%
Medical Insurance Fund (510)	706,701	4,691	711,392	72,939	784,331	10.25%
Insurance Deductible Fund (512)	-	-	-	-	-	0.00%
<b>TOTAL INTERNAL SERVICE FUNDS</b>	<b>748,045</b>	<b>6,054</b>	<b>754,099</b>	<b>74,956</b>	<b>829,055</b>	
<b>TOTAL ALL FUNDS</b>	<b>\$ 36,500,502</b>	<b>\$ (7,651,969)</b>	<b>\$ 28,817,626</b>	<b>\$ (6,073,001)</b>	<b>\$22,584,219</b>	

**Notes:**

- I** Section 166.241 of Florida Statutes required that all budgets be balanced; that is, total anticipated revenues must equal total estimated expenditures. If expenditures exceed revenues, fund balance may be used and recognized as a revenue source. The City's Reserve Policy governs the use of Fund Balance. Additionally, if revenues exceed expenditures, reserve for contingencies may be used and recognized as an expenditure source.
- A** Revenues decreasing; use of fund balance is necessary to balance the budget.
- B** Revenues decreasing; use of fund balance is necessary to balance the budget.
- C** Revenues exceed expenditures.
- D** Transferred funds to the General Fund to assist with the salaries for SRO's.
- E** Transferred funds to the Vehicle Replacement Fund to fund a vehicle for the new Fire Inspector position.
- F** Budgeting the replacement of trees; projected revenues are non-recurring and are therefore not budgeted.
- G** Revenues remain consistent with FY 2018-19. A small amount of funding is budgeted to Reserve for Contingency.
- H** Building up Fund Balance to be able to perform capital improvement projects.
- I** Increased Reserve for Contingency for new leases.
- J** Budgeting for lease reimbursement on the purchase of large vehicles/equipment.
- K** Fund Balance is being used for capital improvement project commitments in FY 2019-20.
- L** Budgeting for use of remaining 2nd Generation Sales Tax Funds.
- M** Expenses will be allocated from reserve once projects are determined.
- N** Budgeted for receipt of grants funds into reserve for contingency.
- O** Budgeted for multiple large capital improvement projects.

# Position Authorization Summary

## FY 2015-16 through FY 2019-20

		<b>FY 15-16 Budget</b>	<b>FY 16-17 Budget</b>	<b>FY 17-18 Budget</b>	<b>FY 18-19 Budget</b>	<b>FY 19-20 Budget</b>	<b>FY 18-19 vs. FY 19-20</b>	
<b>Administration and General Government</b>								
<b><u>Legislative and Executive Services</u></b>								
1100	City Council	0.00	0.00	0.00	0.00	0.00	0.00	
1200	City Manager	2.00	2.00	1.00	1.00	1.00	0.00	
1202	City Clerk	3.00	3.00	3.00	3.00	3.00	0.00	
1205	Public Information	3.00	3.00	4.00	4.00	4.00	0.00	
1400	City Attorney	0.00	0.00	0.00	0.00	0.00	0.00	
	<b>Total: Legislative and Executive Services</b>	<b>8.00</b>	<b>8.00</b>	<b>8.00</b>	<b>8.00</b>	<b>8.00</b>	<b>0.00</b>	
<b><u>Human Resources</u></b>								
1201	Human Resources	5.00	5.00	5.00	5.00	5.00	0.00	
<b><u>Finance</u></b>								
1301	Accounting & Fiscal Services	5.47	6.70	7.70	7.70	7.70	0.00	
1302	Purchasing	1.00	1.00	1.00	1.00	1.00	0.00	
1303	Information Technology	6.66	7.00	7.00	7.00	7.00	0.00	
	<b>Total: Finance</b>	<b>13.13</b>	<b>14.70</b>	<b>15.70</b>	<b>15.70</b>	<b>15.70</b>	<b>0.00</b>	
<b><u>Management Services</u></b>								
1305	Management Services	1.00	1.00	0.00	0.00	0.00	0.00	
<b><u>Development Services</u></b>								
1500	Development Services Administration	2.00	2.00	2.00	2.00	2.00	0.00	
1501	Comprehensive Planning	3.00	3.00	4.00	4.00	4.00	0.00	
1502	Development Review	3.00	3.00	3.00	3.00	3.00	0.00	
2403	Code Enforcement	4.00	4.00	4.00	4.00	4.00	0.00	
	<b>Total: Development Services</b>	<b>12.00</b>	<b>12.00</b>	<b>13.00</b>	<b>13.00</b>	<b>13.00</b>	<b>0.00</b>	
	<b>Total: Administration and General Gov.</b>	<b>39.13</b>	<b>40.70</b>	<b>41.70</b>	<b>41.70</b>	<b>41.70</b>	<b>0.00</b>	
<b><u>Police Department</u></b>								
2100	Police Admin & Accreditation	7.00	7.00	7.00	7.00	7.00	0.00	
2101	Community Policing & Patrol	42.00	44.00	44.00	44.00	45.00	1.00	<b>A</b>
2103	Police Records	1.00	1.625	1.750	1.750	1.75	0.00	
2104	Community Involvement	8.00	8.00	11.00	13.00	14.00	1.00	<b>B</b>
2105	Criminal Investigations	8.00	8.00	7.00	7.00	7.00	0.00	
2106	Community Response Team	8.00	7.00	7.00	7.00	7.00	0.00	
2107	Police Education & Training	1.00	1.00	1.00	1.00	1.00	0.00	
	<b>Total: Police Department</b>	<b>75.00</b>	<b>76.625</b>	<b>78.750</b>	<b>80.750</b>	<b>82.750</b>	<b>2.000</b>	
<b><u>Fire Department</u></b>								
2200	Fire Admin & Emergency Mngt	2.00	2.00	2.00	2.00	2.00	0.00	
2201	Fire Suppression and Rescue	49.00	49.00	49.00	49.00	49.00	0.00	
2202	Fire Prevention	2.00	2.00	2.00	2.00	3.00	1.00	<b>C</b>
2203	Fire Education & Training	1.00	1.00	1.00	1.00	1.00	0.00	
	<b>Total: Fire Department</b>	<b>54.00</b>	<b>54.00</b>	<b>54.00</b>	<b>54.00</b>	<b>55.00</b>	<b>1.00</b>	
<b>Recreation and Parks Department</b>								
<b><u>Administration and Maintenance</u></b>								
7200	Recreation & Parks Administration	2.00	2.00	3.00	3.00	3.00	0.00	
7204	Athletic Field & Park Maintenance	13.00	13.00	13.00	13.00	14.00	1.00	<b>D</b>
7210	Facility Maintenance & Custodial Services	3.50	4.50	9.00	9.00	10.00	1.00	<b>E</b>
1910	General Facility Maintenance	4.50	4.50	0.00	0.00	0.00	0.00	
	<b>Total: Administration and Maintenance</b>	<b>23.00</b>	<b>24.00</b>	<b>25.00</b>	<b>25.00</b>	<b>27.00</b>	<b>2.00</b>	

# Position Authorization Summary

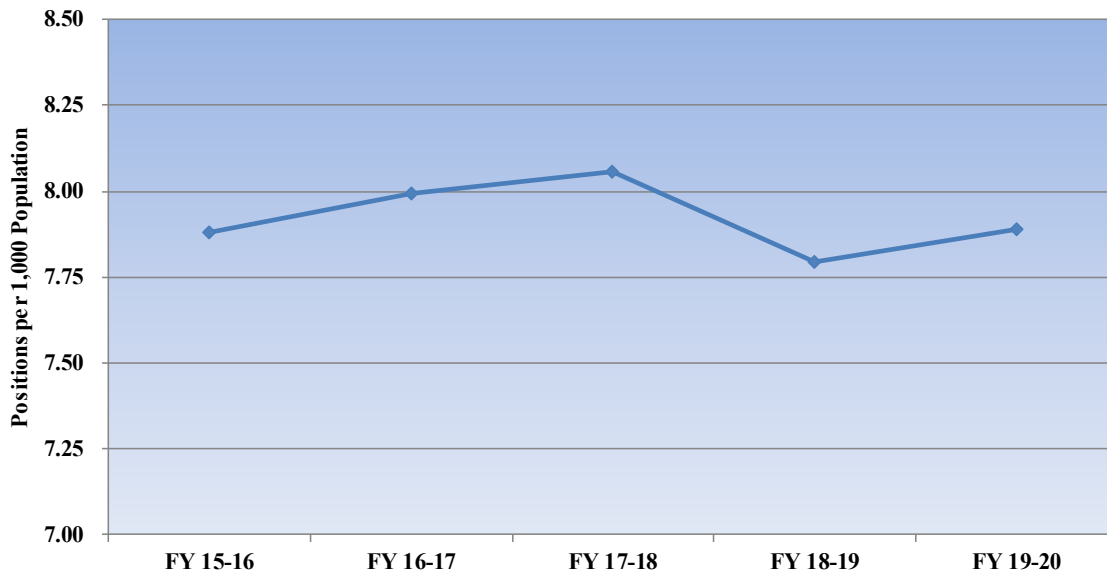
## FY 2015-16 through FY 2019-20

		<u>FY 15-16</u>	<u>FY 16-17</u>	<u>FY 17-18</u>	<u>FY 18-19</u>	<u>FY 19-20</u>	<u>FY 18-19 vs.</u>
		<u>Budget</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>	<u>FY 19-20</u>
<i>Recreation and Parks Department, continued</i>							
<b><u>Recreation Programming</u></b>							
7201	Riverside Recreation Center	5.50	5.50	6.00	6.00	6.00	0.00
7202	City Sponsored Athletics	6.50	6.50	8.25	8.25	8.25	0.00
7206	Concessions	3.00	3.00	0.00	0.00	0.00	0.00
7208	Oviedo Boulevard Aquatics	4.50	4.50	4.00	4.00	5.00	1.00 <b>F</b>
7211	Recreation Special Events	1.00	0.50	0.00	0.00	0.00	0.00
7212	Oviedo on the Park	12.00	12.50	15.50	15.50	15.50	0.00 <b>G</b>
<b>Total: Recreation Programming</b>		<u>32.50</u>	<u>32.50</u>	<u>33.75</u>	<u>33.75</u>	<u>34.75</u>	<u>1.00</u>
<b>Total: Recreation and Parks Department</b>		<u>55.50</u>	<u>56.50</u>	<u>58.75</u>	<u>58.75</u>	<u>61.75</u>	<u>3.00</u>
<i>Public Works Department</i>							
<b><u>Administration</u></b>							
1901	Engineering & Inspection Services	2.10	4.00	0.00	0.00	0.00	0.00
3800	Stormwater Admin, Engineering & Permitting	2.25	3.00	3.50	3.50	3.50	0.00
4100	Public Works Administration	2.75	1.00	1.00	1.00	2.00	1.00 <b>H.</b>
<b>Total: Administration</b>		<u>7.10</u>	<u>8.00</u>	<u>4.50</u>	<u>4.50</u>	<u>5.50</u>	<u>1.00</u>
<b><u>Fleet Maintenance</u></b>							
5104	Fleet Maintenance	4.25	4.00	5.00	5.00	5.00	0.00
<b>Total: Fleet Maintenance</b>		<u>4.25</u>	<u>4.00</u>	<u>5.00</u>	<u>5.00</u>	<u>5.00</u>	<u>0.00</u>
<b><u>Operations and Maintenance</u></b>							
3802	Stormwater Maintenance	8.75	9.00	9.00	8.00	8.00	0.00
4106	Grounds & ROW Maintenance	0.50	0.00	0.00	0.00	0.00	0.00
4107	Sidewalks & Streets Maintenance	8.75	8.00	9.00	9.00	9.00	0.00
<b>Total: Operations and Maintenance</b>		<u>18.00</u>	<u>17.00</u>	<u>18.00</u>	<u>17.00</u>	<u>17.00</u>	<u>0.00</u>
<b><u>Water and Wastewater Utility</u></b>							
3300	Administration	4.65	7.00	11.00	14.00	13.00	-1.00 <b>I.</b>
3301	Utility Billing and Customer Service	6.57	6.00	6.00	5.00	5.00	0.00
3302	Water Production	4.50	5.50	5.00	6.00	6.00	0.00
3303	Water Distribution and Maintenance	8.00	8.00	8.00	9.00	9.00	0.00
3306	Water Conservation	1.00	1.00	1.00	1.00	1.00	0.00
3308	Cross Connection and Control	1.00	1.00	1.00	1.00	1.00	0.00
3501	Wastewater Collection & Reuse Distribution	6.00	5.00	6.00	6.00	6.00	0.00
3503	Alafaya Wastewater and Reclaimed	5.50	6.50	5.00	6.00	6.00	0.00
<b>Total: Water and Wastewater Utility</b>		<u>37.22</u>	<u>40.00</u>	<u>43.00</u>	<u>48.00</u>	<u>47.00</u>	<u>-1.00</u>
<b>Total: Public Works Department</b>		<u>66.57</u>	<u>69.00</u>	<u>70.50</u>	<u>74.50</u>	<u>74.50</u>	<u>0.00</u>
<b>Total: Full Time and Regular Part Time</b>		<u>290.20</u>	<u>296.825</u>	<u>303.700</u>	<u>309.700</u>	<u>315.70</u>	<u>6.000</u>
<i>Other: Seasonal and Temporary Employees</i>		17.69	17.69	17.69	17.69	17.69	0.00
<b>Total Positions</b>		<u>307.89</u>	<u>314.52</u>	<u>321.39</u>	<u>327.39</u>	<u>333.39</u>	<u>6.000</u>
<b>Positions per 1,000 Population **</b>		7.88	7.99	8.06	7.79	7.89	
** Number of positions per 1,000 population excludes seasonal and temporary employees.							
<b>Oviedo Population</b>		36,819	37,128	37,701	39,739	40,021	

# Position Authorization Summary

## FY 2015-16 through FY 2019-20

### Positions per 1,000 Population



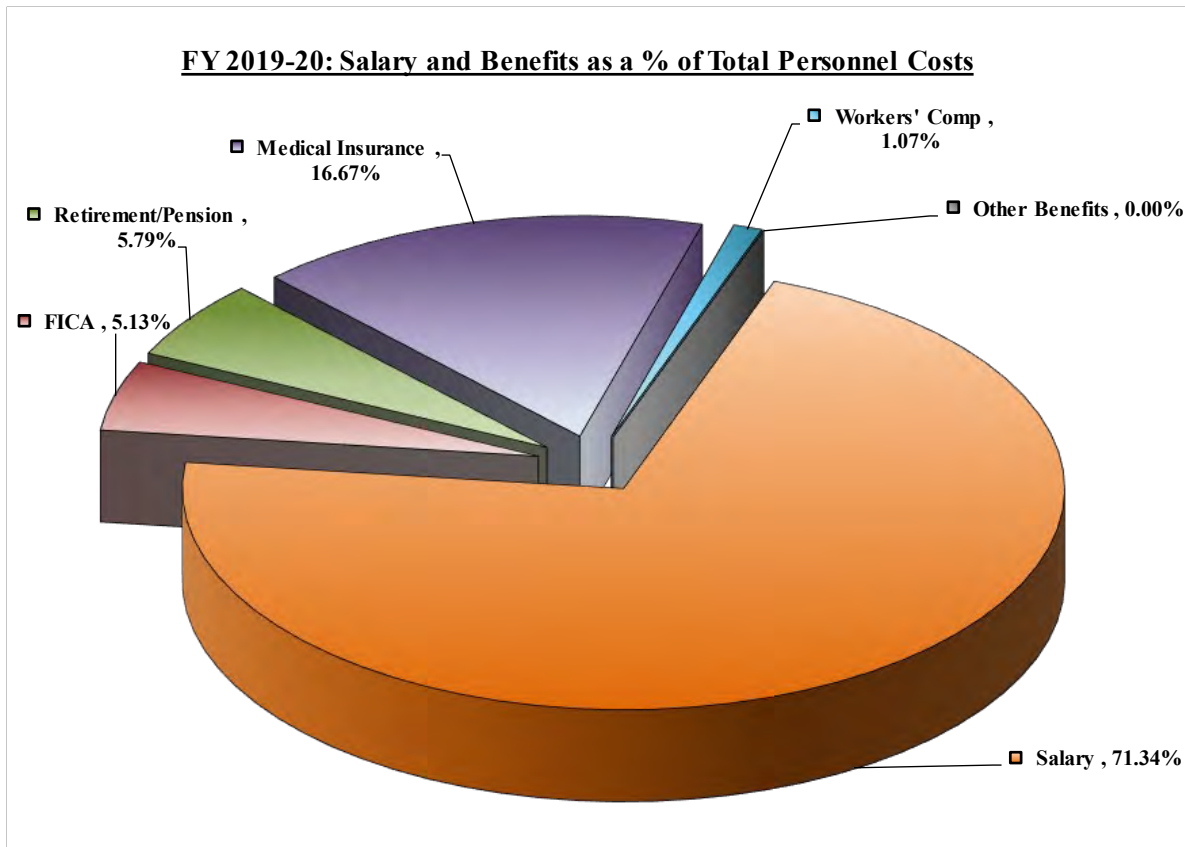
### FY 2019-20 Position Authorization Summary Details

- A. Added a new Police Officer.
- B. Added a new SRO and reclassified Police Officer to a Sergeant.
- C. Added a new Fire Inspector.
- D. Added a new Park Ranger Position
- E. Added a new Building Custodian
- F. Moved Aquatics Maintenance Technician FTE from 7212.
- G. Moved Aquatics Maint Technican FTE to 7208. Added Marketing Coordinator FTE (Approved Mid-Year FY18-19).
- H. Moved Special Contracts Inspector FTE from 3300.
- I. Moved Special Contracts Inspector FTE to 4100.

# Composition of Personnel Costs

## FY 2019-20 and 4 Prior Fiscal Years (All Funds Combined)

	Salary	FICA	Retirement/ Pension	Medical Insurance	Workers' Comp	Other Benefits	Total
<b>FY 19-20 Adopted Budget</b>							
Cost	19,159,121	1,376,780	1,555,546	4,477,055	287,120	-	<b>\$ 26,855,622</b>
Cost per \$100 of Salary		7.19	8.12	23.37	1.50	-	40.17
Percent of Total	71.34%	5.13%	5.79%	16.67%	1.07%	0.00%	100.00%
\$ Increase (Decrease) from PY	767,931	58,469	165,229	155,984	(272,495)	-	875,118
% Increase (Decrease) from PY	4.18%	4.44%	11.88%	3.61%	-48.69%	0.00%	3.37%
<b>FY 18-19 Adopted Budget</b>							
Cost	18,391,190	1,318,311	1,390,317	4,321,071	559,615	-	<b>\$ 25,980,504</b>
Cost per \$100 of Salary		7.17	7.56	23.50	3.04	-	41.27
Percent of Total	70.79%	5.07%	5.35%	16.63%	2.15%	0.00%	100.00%
% Increase (Decrease) from PY	7.85%	6.48%	9.90%	9.96%	5.00%	0.00%	8.17%
<b>FY 17-18 Adopted Budget</b>							
Cost	17,052,995	1,238,044	1,265,106	3,929,672	532,951	-	<b>\$ 24,018,768</b>
Cost per \$100 of Salary		7.26	7.42	23.04	3.13	-	40.85
Percent of Total	71.00%	5.15%	5.27%	16.36%	2.22%	0.00%	100.00%
<b>FY 16-17 Adopted Budget</b>							
Cost	16,223,924	1,186,020	1,111,796	3,497,945	411,169	-	<b>\$ 22,430,854</b>
Cost per \$100 of Salary		7.31	6.85	21.56	2.53	-	38.26
Percent of Total	72.33%	5.29%	4.96%	15.59%	1.83%	0.00%	100.00%
<b>FY 15-16 Adopted Budget</b>							
Cost	15,339,616	1,123,393	1,273,419	3,069,214	392,702	-	<b>\$ 21,198,344</b>
Cost per \$100 of Salary		7.32	8.30	20.01	2.56	-	38.19
Percent of Total	72.36%	5.30%	6.01%	14.48%	1.85%	0.00%	100.00%



# Initiatives

## **City Clerk:**

- Processed two hundred sixty-eight (268) lien searches.
- Deputy City Clerk attended the FACC Fall Academy and Conference.
- Prepared agendas and coordinated the monthly Mayors and Managers meetings.
- Completed election and prepared Oaths of Office for swearing-in. Continued to monitor remaining reports that are due up to and through the TR (termination report).
- Continued discussions with the Assistant City Manager and IT Director regarding the conversion of SIRE document imaging to OnBase and SIRE to another agenda software.
- Discussed ADA website compliance and interface with the agenda and document imaging software with the Assistant City Manager and IT Director. Met with vendors to determine a possible selection of new software to include closed captioning.
- Finalized corrections to SIRE document imaging data base to ensure entries are correct prior to conversion to a new software.
- Compared documents available on the City's website to ensure that they mirrored those residing in the document imaging system.
- Setup new Confidential Exemption Form to be used by City Departments.
- Dispositioned old documents for the Clerk and City Manager's offices.
- Streamlined lien search process for Code Enforcement Division.
- Evaluated the conditions of the Records Storage Facility. Addressed the process being used to store records and contacted the departments using the facility to clean-up their areas. Collected all keys to the building to better monitor building access and assisted several Departments with their records disposition. Provided supplies and safety equipment to the Records Storage Facility.
- Assisted Utility Billing with expediting receipt of water bills from the Post Office.
- Completed process to streamline all templates used by Development Services Department.
- Continued to assist with developing new templates.
- Completed 2019 candidate election packages.
- Scanned over eight thousand (8,000) pages of old records and uploaded over one thousand (1,000) documents into the document imaging system.

## **Development Services:**

- Adopted the Following Ordinances:
  - Ordinance No. 1677.
- Adopted six (6) Architectural Design Orders.
- Coordinated twenty (20) pre-application meetings.
- Awarded the 2018 Healthy Weight Community Champion Award for the sixth year in a row.
- The Oviedo City Council unveiled the winning design for a mural at Round Lake Park celebrating the black history in Oviedo during the Dr. Martin Luther King Celebration on January 21, 2019.

# Initiatives

## **Finance:**

- The GFOA awarded the Certificate of Achievement for Excellence in Financial Reporting, to the City for its CAFR, for the fiscal year ended September 30, 2017, which is the 27th time the City has received this prestigious award. The Certificate of Achievement is a national award recognizing conformance with the highest standards for preparation of state and local government financial reports.
- The Finance Staff completed field audit work for the 2017-18 Comprehensive Annual Financial Report.
- The City received the GFOA's Award for Distinguished Budget Presentation, for its annual financial plan, for the fiscal year beginning October 1, 2017, the same period covered by the CAFR. This was the 13th consecutive year the City has received this prestigious award. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan and as a communications device.
- Submitted the 2018-19 Adopted Budget to the GFOA for review.
- Participated in weekly FEMA calls for reimbursement of expenses associated with hurricane Irma.

## **Information Technology:**

### **Technology Services**

- Upgraded Kronos Workforce Timekeeper from version 6.3 to version 8.1.
- Enrolled in Adobe VIP licensing for subscription to Adobe Acrobat Pro for City staff.
- Replaced scanner in Development Services.
- Replaced plotters in Development Services, IT, and Public Works.
- Upgraded legacy T1 circuit at Wastewater Treatment Plant with AT&T Network on Demand circuit.
- Upgraded Microsoft Office 2013 to Office 2019.
- Upgraded VMWare Horizon View from ver. 7.4 to ver. 7.7.
- Upgraded VMWare ESXi and vCenter from ver. 6.0u3 to ver. 6.7ul.
- Installed Site Secure burglar alarm and camera system in the Gymnasium and Aquatics Facility.
- Renewed Microsoft licensing for a three (3) year term.
- Installed new WatchGuard firewall.
- Installed redundant Unitrends backup appliance.

### **GIS**

- Pictometry installed in Vantage Point (3-D Imagery).
- FEMA Maps – created multiple maps requested by FEMA.
- ESRI – updated computers with new software license.

# Initiatives

- Maps for City events – Great Day in the Country, 12 Days of Christmas, Bark Park opening, Bark and Brew, and Mardi Gras.
- Updated Santa Tracker app.
- Created Code Enforcement app showing current Business Tax Receipts and Permits.
- Updated GIS with LED lights and City parks and ponds.
- Assisted Jackson Heights Middle School with their GIS program.
- Addressed multiple properties and businesses.
- Corrected multiple addressing discrepancies.

## **Human Resources:**

### **Recruitment and Selection Employment Services**

- Recruited and filled forty-two (42) position vacancies.
- Hired twenty (20) regular employees and one (1) intern to fill various department vacancies.
- Processed one hundred ninety-three (193) personnel actions.
- Reviewed and processed seven hundred ten (710) applications for employment.

### **Safety Program**

- The Human Resources Department coordinates and chairs the Safety Committee. Safety Accomplishments to date include:
- Access to over six hundred (600) online training videos has been made available through the Training Network. This Training resource has been utilized as an assigned training for remedial training following an at-fault accident and/or work-related injury. Videos are also made available to supervisors as a proactive training resource for their staff. First and second quarter topics included the following:
  - Trenching & Shoring in Construction Environments
  - Trenching & Shoring: Meeting the Requirements
- Continued to review and update the City's property schedule.
- Continued to work with assigned insurance property adjuster and department points of contact with the processing of Hurricane Irma property damage claims.
- Continued work with FEMA recovery service, DMS, to ensure claim documentation from insurance company includes the necessary information required by FEMA.
- Implemented Safety Committee suggestion to create City-wide color-coded system to identify the correct sized ball and hitch when transporting trailers and equipment.
- Developed schedule for Safety Committee team members to complete the FY 2018-19 building safety audit.

# Initiatives

## **Training and Employee Development**

- The HR Department coordinated sixteen (16) employee development trainings conducted by outside vendors such as FirstNet. The following training topics were delivered:
  - Accident and Injury Investigation.
  - Diversity and Inclusion.
  - Driving While Impaired.
  - Ethical Decision Making.
  - Eye and Face Protection.
  - Fire and Explosion Hazards.
  - Intersections, Turning and Right of Way.
  - New Employee Safety Orientation.
  - Office Safety.
  - Post-Traumatic Stress Disorder.
  - Sexual Harassment Prevention for Employees.
  - Stress Management at Work and Elsewhere.
  - Workplace Bullying and Violence Prevention.

## **Risk Management**

The City is self-insured for property and casualty claims. The HR department processes all workers' compensation, general liability, property, and auto claims against the City. HR investigates, adjusts, and works towards settling each claim. The following claims have been managed by the department for the first and second quarters:

- Reviewed and investigated twenty-four (24) workers' compensation claims.
- Reviewed and investigated ten (10) property claims.
- Reviewed and investigated eight (8) liability claims.
- Reviewed and investigated thirteen (13) auto claims.
- Secured consultant (Siver) to develop a Property and Casualty Insurance Request for Proposal.
- Completed draft RFP and prepared for release to the public on April 6th.

## **Safety Orientation for New Hires**

FirstNet Learning System, through PRM, provides safety and compliance training. All new hires, promotions, and supervisory personnel will go through assigned classes. FirstNet covers all core compliance and safety training topics which include sexual harassment, diversity, personal protective equipment, hazard communications, and reporting of workers' compensation and auto accidents. Conducted ten (10) new hire safety orientation sessions with a total of twenty-three (23) employees.

# Initiatives

## **Safety Training**

- Safety Trainings topics delivered year to date:
  - Elements to an Effective Safety Program.
  - Eye Protection: Remember Your Safety Eyewear.
  - Get a Handle on Stress.
  - Safety in the Office: Chair Crashes.
  - Safety Matters Online Learning Course via Sunshine811.
  - Sunshine811 Process Videos on Safe Excavation.
  - Car Fire Safety.
  - Driving Drowsy is a Lousy Idea.
  - What is a Job Hazard Analysis?

## **Wellness and Health Care Management**

- Offered a flu clinic at our Wellness Center to provide flu shots to employees.
- Awarded one hundred twenty-four (124) gift cards to employees for completing their HRA and follow-up at the clinic.
- Promoted and recruited one hundred eight (108) employees to participate in the 2019 Project Zero Challenge. Incentives were established for maintaining weight and a healthy lifestyle during the holiday season. Awarded one hundred eight (108) \$25 gift cards to program participants successfully completing Project Zero.
- Organized and promoted the City's 3<sup>rd</sup> Annual Walking Challenge, with over one hundred (100) employees participating as individuals and twenty-three (23) teams.
- Compiled and audited all 1095C's to employees in compliance with federal requirements of the ACA and approved and submitted 1094C document for the City of Oviedo.
- Provided support to employees and retirees for the effective utilization of their benefit plans.
- Managed the FMLA, short term, and long-term disability programs. Twenty-six (26) employees utilized leave either on a continuous or intermittent basis.

## **Public Information**

- Attended the Following Webinars:
  - Municipal Social Media: Using Technology to Enhance Citizen Communication.
  - CivicEngage Q3 Enhancements.
  - Everything You Need to Know About Nextdoor in 2019: An Interactive Conversation with Nextdoor's Public Agency Lead.
- Produced thirteen (13) internal publications for Public Works, Utilities, Stormwater, and Oviedo in the News.
- Handled four hundred thirty-seven (437) internal media requests.
- Broadcasted sixteen (16) public meetings.
- Posted six hundred eighty-one (681) Facebook posts.
- Posted six hundred forty-three (643) Twitter posts.

# Initiatives

## **Public Safety:**

### **Police**

- Onsite accreditation was held and the police department was recommended for its sixth re-accreditation. We maintain our excelsior status which is the highest level attainable.
- Scope for the new police station is in its final stages.
- Enacted second semester of school and traffic plans to educate about school zones, bike, and pedestrian safety.
- Continued ongoing car seat installation program.
- Crime Prevention:
  - Increased patrol in the neighborhoods during Halloween and distributed candy.
  - Held regional K-9 competition.
  - Completed Byrne Grant for three (3) new radios.
  - Utilized grant funds to start a pedestrian/bicycle education campaign.
  - Implemented Operation Nutcracker during the holidays to prevent vehicle burglaries/thefts, shoplifting, and robberies.
  - Served four (4) search warrants.
  - Completed twenty (20) alcohol compliance checks at establishments that sell/serve alcohol.
  - Completed twenty-three (23) registered felon checks.
  - Investigated two hundred eighty-two (282) cases, with seventy (70) cases cleared.
  - Had thirty-six (36) callouts.
  - Responded to ten (10) death investigations.
  - Conducted five (5) backgrounds for new employees.
- Hosted, Held, Provided or Participated in the Following:
  - National Night Out at Oviedo on the Park.
  - Coffee with a Cop at the Townhouse Restaurant.
  - Seniors and Law Enforcement Working Together workshop at the Cops Center.
  - Halloween Haunted House at the Cops Center.
  - Two (2) Tip a Cop events to raise money for Shop with a Cop.
  - Midnight Basketball at the Gymnasium and Aquatic Facility.
  - Porch Pirate event to raise awareness for package thefts and reporting.
  - Shop with a Cop with kids from the community.
  - Cookie with a Cop at the Snow Mountain event at Center Lake Park.
  - Great Day in the Country at Center Lake Park.
  - Seniors and Law Enforcement Together (SALT).
  - Citizens Police Academy.
  - Rape Aggression Defense (RAD) Class.
  - Cops n Kids for Cars Car Show at the Oviedo Mall.
  - Special Needs Class on safety.
  - Quarterly Fire and Code Red Drills in all schools.
  - Two (2) High Visibility Traffic Enforcement (HVTE) state funded programs to educate and enforce pedestrian and bicycle safety.
- Completed the Following:
  - Completed quarterly audits. Prepared reports for accreditation.

# Initiatives

## **Recreation and Parks:**

### **Cultural Center, Concessions & Special Events**

- Hosted the Following:
  - Halloween and 5<sup>th</sup> Grade Dances.
  - Carnival of Screams.
  - Teenie Weenie Halloweenie.
  - Great Day in the Country.
  - 12 Days of Christmas.
  - City Employee Holiday Luncheon.
  - Bonkerz Comedy Nights.
  - Annual Prayer Breakfast.
  - Dr. Martin Luther King, Jr. Parade and Celebration.
  - Fitness 5K and Wellness Expo.
  - Mardi Gras.
  - Bark and Brew.
  - Monthly Food Truck Thursday series.
  - Movie in the Park series.
  - Ongoing rentals, meetings, and quarterly appreciation luncheons.

### **Athletics & Gymnasium**

- Hosted the Following:
  - Began offering a contracted Zumba program.
  - Oviedo Babe Ruth Opening Day at the Oviedo Sports Complex.
  - Florida Kraze Krush began their season at Shane Kelly Park.
- Initiated the Following:
  - Expanded the Youth Volleyball program by extending the age limit to 17 from 14.
  - Wood floor restoration in the Gymnasium.

### **Aquatics & Riverside**

- Hosted the Following:
  - The 2018 FHSAA Boys 4A State Champion Swim Team and 2018 FHSAA Girls 4A Runner-up State Champion Swim Team.
  - Swim Lessons.
  - Summer Camp registration.
- Replaced the Following
  - Three (3) non-operational pool heaters at the Riverside Pool.
  - One (1) 10 HP recirculation motor at the Riverside Pool.
- Facilitated the Following
  - Pressure cleaning at Rippin' Riverside Skate Park, Riverside pool deck, and the sidewalks around the Riverside Park facility.
  - Repainted the lines, speed bumps, and entrance divider in the Riverside Park parking lot.

# Initiatives

## Facilities Maintenance

- Replaced the Following:
  - Replaced fourteen (14) lights and six (6) ballasts at Gymnasium.
  - Replaced six (6) lights and six (6) ballasts on the Center Lake Park street lights.
  - Washing machine at Fire Station #1.
  - A/C unit at the Center Lake Park Cantina.
  - HVAC at the Riverside racquetball courts.
  - Ballast/lamps in the Public Safety parking lot.
  - Installed pneumatic edge kits at Fire Station #48.
- Repaired the Following:
  - Sanded the handrails at Oviedo on the Park.
  - Installed weather stripping to the doors at the Gymnasium.
  - Installed new sink legs on the bathroom sinks at Center Lake Park.
- Installed or Maintained the Following:
  - Quarterly HVAC preventative maintenance service at all locations.
  - Quarterly fire inspections at all locations.
  - Quarterly fire suppression systems (Halon) at Public Safety and IT.
  - Preventative maintenance on doors at City Hall and the Annex building.
  - Genie Lift certification.
  - Semi-annual certification of fire system at the Gymnasium, Public Safety building, Fire Station #48, Fire Station #1, and Shane Kelly Park.
- Facilitated the Following:
  - Pressure cleaning at Fire Administration, concrete, curbs, and screen room at Fire Station #48, Medical Center, and Round Lake Park.
  - Electrical transfer station installation at the Gymnasium.
  - Building/constructing Halloween props at Riverside for Carnival of Screams.
  - Setup and take down of Christmas décor/lights at various City locations.
  - Stage resurfacing at the Cultural Center.
  - Building health check at the Public Works Administration building.
  - Safety evaluation of folding doors at Riverside Park.
  - Painting of Fire Chief's office.
  - HVAC duct cleaning at the Gymnasium.
  - Lochinvar boiler inspection at the Gymnasium.

## Parks

- Repaired the Following:
  - Boardwalk walkway and railings at Round Lake Park.
  - Outfield fence at Boston Hill ballfield.
  - Several mainline irrigation breaks at Shane Kelly Park.
  - Irrigation controller at Center Lake Park.
  - Fountain at Center Lake Park.
  - Bark Park gates.
  - Motor joints at Marlow's fountain.

# Initiatives

- Dumpster gates at Shane Kelly Park.
- Bleachers at the Aquatic Facility and the Oviedo Sports Complex.
- Irrigation along Mitchell Hammock Road and Center Lake Park.
- Bike rack at the Gymnasium.
- Replaced the Following:
  - Pump starter at Gymnasium and Aquatic Center.
  - Climbing net at Center Lake Park playground.
  - Autofill on Marlow' fountain.
  - Home plate at Boston Hill Park.
  - Bases and backstops on Field D-1 and Field 3 at the Oviedo Sports Complex.
  - Left field fence on Field 3 at the Oviedo Sports Complex.
- Installed the Following.
  - Irrigation lines, valves and sprinkler heads at the Bark Park.
  - All structures and benches at the Bark Park.
  - Irrigation controller at the Bark Park.
  - Walkway around the Bark Park.
  - Wire for Bark Park power.
  - Potable waterlines for the Bark Park.
  - Overflow parking fence at Shane Kelly Park.
  - Holiday tree at Center Lake Park.
  - Power outlet under the Center Lake Park Boardwalk.
  - New Fence at Boston Hill Park.
  - Holiday banners.
  - New gates on Field 3 at the Oviedo Sports Complex.
  - New sod on Field D-1 and Field 3 at the Oviedo Sports Complex.
  - Spring gate closers for the Bark Park.
  - Contactors at the Round Lake Park tennis courts.
  - Warning track material on Field D-1 and Field 3 at the Oviedo Sports Complex.
- Maintained the Following
  - Center Lake Park fountains and rights-of-way.
  - Shane Kelly Park common areas and all wood lines in back.
  - Ball fields at the Oviedo Sports Complex, Shane Kelly Park, Long Lake Park, and Boston Hill Park.
  - Walking path at Round Lake Park.
  - Bike path at Shane Kelly Park.
  - Ground stumps at the Oviedo Sports Complex.
  - Removed dead palm and ground stump at Center Lake Park.

# Initiatives

- Facilitated the Following:
  - Event setup for Snow Mountain at Center Lake Park.
  - Setup and cleanup of two baseball tournaments at Oviedo Sports Complex.
  - Cleaning and servicing of septic system.
  - Exhaust fan motor change out at the Twin Rivers Golf Course Clubhouse.
  - Fence repair at the Oviedo Sports Complex.
  - Pressure washing of curbs and gutters at Center Lake Park.
- Performed the Following Field Maintenance:
  - Aeration of all sport fields and Center Lake Park.
  - Pre-emergent at all facilities.
  - Fertilization and herbicide applications at all facilities.
- Completed the following Plantings and Treatments:
  - Trees at the Bark Park and Aulin house office.
  - Cleaned and replanted Shane Kelly memorial at Shane Kelly Park.
  - Moved four (4) large trees at the Bark Park.
  - New ground cover and poinsettias at Center Lake Park.
  - Herbicide applications at the Oviedo Sports Complex, Center Lake Park, and Shane Kelly Park.
  - Fertilized all beds at Center Lake Park.
  - Sprayed pavers at Center Lake Park.
  - Fertilized trees at Center Lake Park and Shane Kelly Park.
  - Planted sod along Mitchell Hammock Road right-of-way.
  - Cleaned and replanted around the flag pole at the Oviedo Sports Complex.
  - Replanted the raised beds behind the scorer's table at Fields A, B, C, and D1 at the Oviedo Sports Complex.

## **Public Works Design and Construction:**

- Completed the Regional Stormwater Pond arsenic mitigation evaluation.
- Completed the Regional Stormwater Pond (Park) design.
- Completed utility relocates for the Lockwood Road at County Road 419 turn lane improvements design.
- Completed Huntingdale stormwater improvements.



# GENERAL FUND

# General Fund Graphics Overview

## **FY 2019-20 Revenue Summary**

Both the table and pie chart outline anticipated revenues for the City. The largest contributors to revenue are Property Taxes and Utility Service Taxes. The table depicts the budgeted revenues, while the pie chart shows the amounts as a percent of total revenues.

## **FY 2019-20 Expenditure Summary**

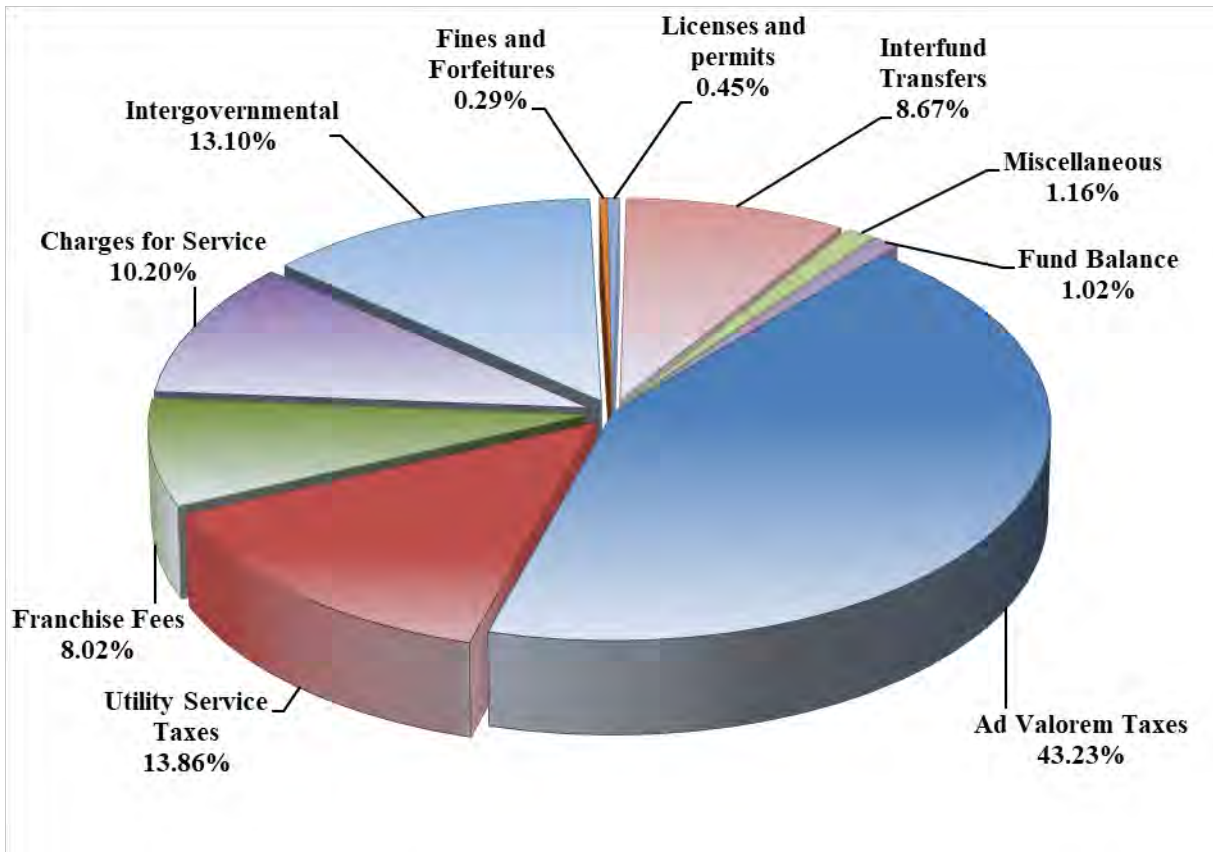
Both the table and the pie chart show the anticipated expenditures for the general fund departments, transfers and reserve for contingency. The pie chart depicts the expenditures by function/program as a percent of total expenditures.

## **General Fund Expenditures by Major Account Category**

As seen in this table for FY 2019-20, personnel services equal approximately 67.41% of the expenditures for the City, while operating, capital outlay, and vehicle replacement equal approximately 24.26%, and the remaining 8.33% is debt service, reserve, and miscellaneous transfers. The graph depicts the percentage of each portion relating to the General Fund.

# General Fund Revenues by Source

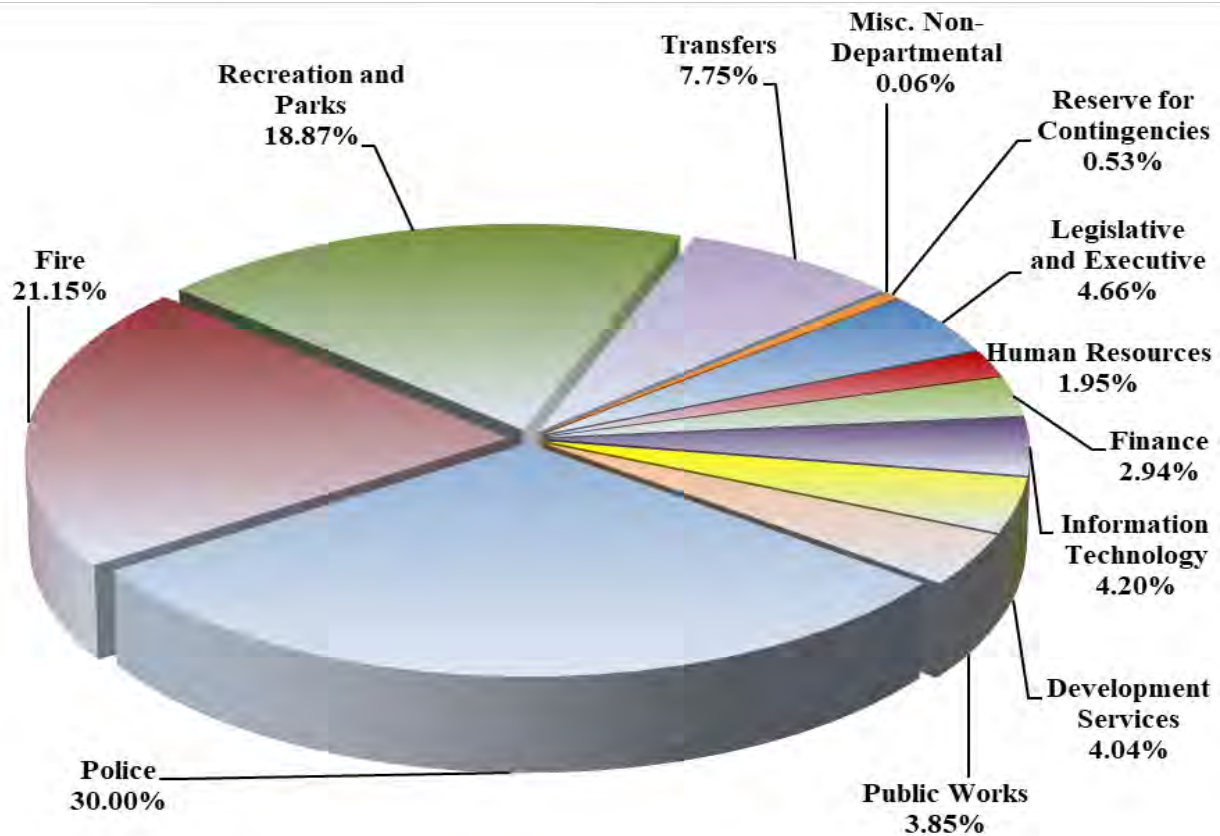
## FY 2019-20 Adopted Budget



General Fund Revenues by Source:	FY 2019-20 Adopted	FY 2018-19 Adopted	Variance
Ad Valorem Taxes	14,267,469	13,285,522	981,947
Utility Service Taxes	4,573,132	4,410,707	162,425
Franchise Fees	2,647,668	2,453,938	193,730
Charges for Service	3,366,615	3,387,702	(21,087)
Intergovernmental	4,324,393	4,164,483	159,910
Fines and Forfeitures	96,000	91,600	4,400
Licenses and permits	150,063	154,194	(4,131)
Interfund Transfers	2,861,594	2,823,898	37,696
Miscellaneous	383,600	350,100	33,500
Fund Balance	335,406	209,797	125,609
<b>Total:</b>	<b>\$ 33,005,940</b>	<b>\$ 31,331,941</b>	<b>\$ 1,673,999</b>

# General Fund Expenditures by Category

## FY 2019-20 Adopted Budget



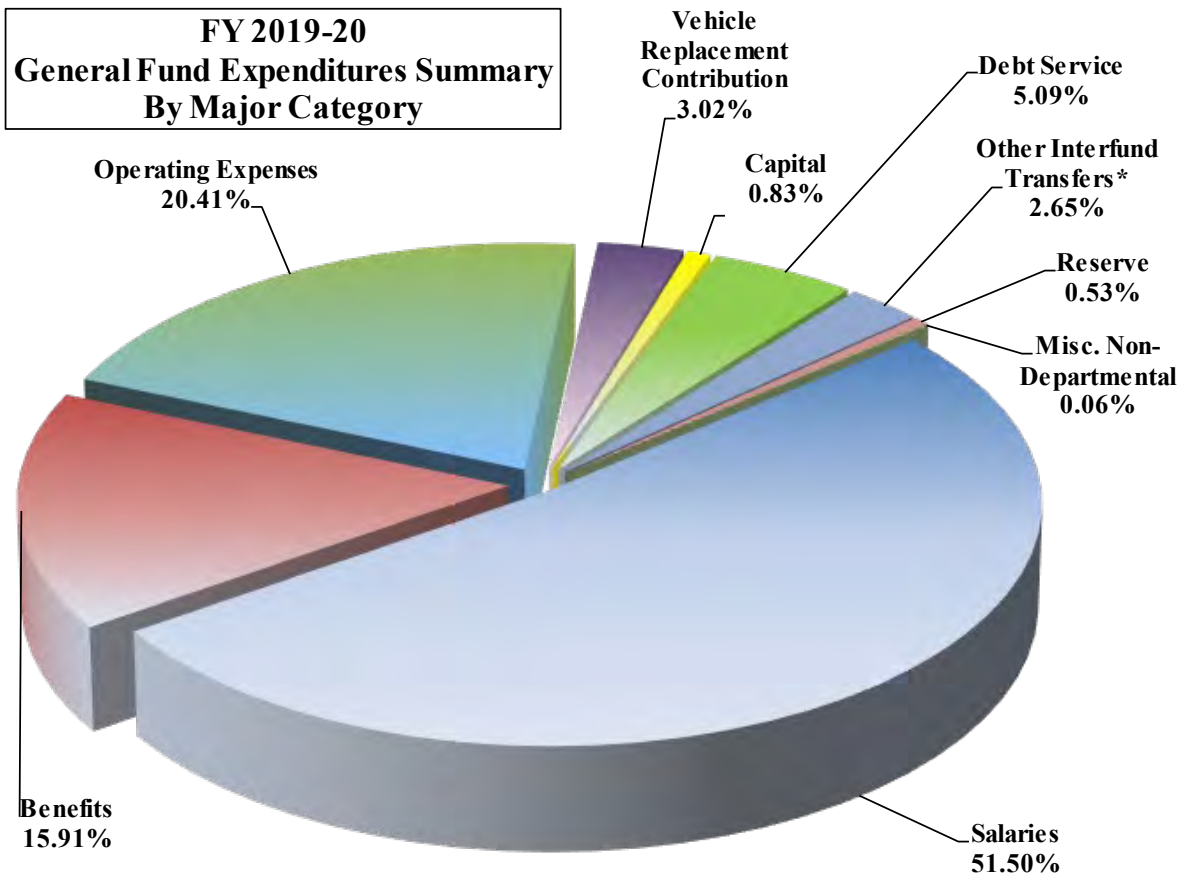
General Fund Expenditures by Function/Program Type:	FY 2019-20 Adopted	FY 2018-19 Adopted	Variance
Legislative and Executive	1,537,764	1,413,325	124,439
Human Resources	644,712	634,078	10,634
Finance	969,333	927,313	42,020
Information Technology	1,385,708	1,348,609	37,099
Development Services	1,332,635	1,231,069	101,566
Public Works	1,271,806	1,184,810	86,996
Police	9,903,284	9,177,835	725,449
Fire	6,981,079	6,626,633	354,446
Recreation and Parks	6,228,768	6,054,483	174,285
Transfers	2,556,449	2,351,110	205,339
Misc. Non-Departmental	19,402	21,164	(1,762)
Reserve for Contingencies	175,000	361,512	(186,512)
<b>Total:</b>	<b>\$ 33,005,940</b>	<b>\$ 31,331,941</b>	<b>\$ 1,673,999</b>

# General Fund Expenditures by Major Category

## FY 2018-19 versus FY 2019-20

	<b>FY 2018-19 Adopted</b>	<b>Percent of Total</b>	<b>FY 2019-20 Adopted</b>	<b>Percent of Total</b>
Salaries	16,246,989	51.85%	16,998,818	51.50%
Benefits	5,176,743	16.52%	5,249,862	15.91%
Operating Expenditures	6,448,548	20.58%	6,737,387	20.41%
Vehicle Replacement Contribution	725,875	2.32%	995,972	3.02%
Capital Expenditures	-	0.00%	273,050	0.83%
<b>Sub-Total: Department Operations</b>	<b>\$ 28,598,155</b>	<b>91.27%</b>	<b>\$ 30,255,089</b>	<b>91.67%</b>
Debt Service (transfer to Sinking Fund)	1,937,185	6.18%	1,680,810	5.09%
Other Interfund Transfers*	413,925	1.32%	875,639	2.65%
Reserve for Contingency	361,512	1.15%	175,000	0.53%
Misc. Non-Departmental	21,164	0.07%	19,402	0.06%
<b>Sub-Total: Non-Departmental</b>	<b>\$ 2,733,786</b>	<b>8.73%</b>	<b>\$ 2,750,851</b>	<b>8.33%</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 31,331,941</b>	<b>100.0%</b>	<b>\$ 33,005,940</b>	<b>100.0%</b>

\* Other Interfund Transfers include all transfers other than those to the Debt Service Fund.



# General Fund Revenues and Expenditures Summary

	FY 2016-17 Actual	FY 2017-18 Actual	FY 2018-19 Adopted	FY 2018-19 Amended	FY 2019-20 Adopted
<b><u>Operating Revenues</u></b>					
Property Taxes	11,040,445	12,083,000	13,285,522	13,285,522	14,267,469
Utility Service Taxes	4,430,002	4,626,688	4,410,707	4,410,707	4,573,132
Intergovernmental	4,004,444	4,187,350	4,164,483	4,242,243	4,324,393
Franchise Fees	2,474,889	2,649,148	2,453,938	2,453,938	2,647,668
Charges for Services	3,591,479	3,482,439	3,387,702	3,388,202	3,366,615
Licenses and Permits	237,896	170,750	154,194	154,194	150,063
Fines and Forfeitures	100,094	127,260	91,600	91,600	96,000
Miscellaneous	380,574	555,000	350,100	380,100	383,600
<b>Sub-Total: Operating Revenues</b>	<b>26,259,823</b>	<b>27,881,635</b>	<b>28,298,246</b>	<b>28,406,506</b>	<b>29,808,940</b>
<b><u>Non-Operating Revenues</u></b>					
Interfund Transfers	3,233,010	3,052,572	2,823,898	2,823,898	2,861,594
Appropriated Fund Balance	-	-	209,797	475,521	335,406
<b>Sub-Total: Non-Operating Revenues</b>	<b>3,233,010</b>	<b>3,052,572</b>	<b>3,033,695</b>	<b>3,299,419</b>	<b>3,197,000</b>
<b>Total Revenues</b>	<b>\$ 29,492,833</b>	<b>\$ 30,934,207</b>	<b>\$ 31,331,941</b>	<b>\$ 31,705,925</b>	<b>\$ 33,005,940</b>
<b><u>Personnel Services:</u></b>					
Salaries and Wages	14,568,995	14,754,004	16,246,989	16,254,481	16,998,818
Benefits	4,212,865	4,511,080	5,176,743	5,091,059	5,249,862
<b>Sub-Total: Personnel Services</b>	<b>18,781,860</b>	<b>19,265,084</b>	<b>21,423,732</b>	<b>21,345,540</b>	<b>22,248,680</b>
<b><u>Operating Expenditures</u></b>					
Professional and Contractual	1,505,567	1,931,766	1,573,296	1,798,505	1,709,412
Communications	178,750	169,300	168,943	184,697	212,812
Utilities	1,284,365	837,515	600,481	634,481	655,487
Streetlighting	-	-	-	-	-
Rentals and Leases	132,919	164,834	188,404	197,478	259,583
Insurance	396,625	408,786	456,503	381,242	297,831
Repairs and Maintenance	1,327,468	1,513,248	1,507,078	1,724,925	1,654,916
Operating Supplies	1,123,988	1,202,091	1,256,550	1,186,414	1,186,654
Unleaded and Diesel Fuel	244,726	273,544	267,422	271,654	284,626
Vehicle Replacement	728,116	686,837	725,875	725,875	995,972
Other	278,552	277,405	429,871	431,401	476,066
<b>Sub-Total: Operating Expenditures</b>	<b>7,201,076</b>	<b>7,465,326</b>	<b>7,174,423</b>	<b>7,536,672</b>	<b>7,733,359</b>
<b><u>Capital Outlay</u></b>	<b>35,552</b>	<b>94,922</b>	<b>-</b>	<b>27,600</b>	<b>273,050</b>
<b><u>Non-Departmental Expenditures</u></b>					
Promotional Activity - Employee Recognition	5,734	6,540	7,945	7,945	7,945
Interfund Loan Interest	16,839	13,219	13,219	13,219	11,457
Bad Debt	220,301	317,835	-	-	-
<b>Sub-Total: Non-Departmental Expenditures</b>	<b>242,874</b>	<b>337,594</b>	<b>21,164</b>	<b>21,164</b>	<b>19,402</b>
<b><u>Interfund Transfers and Reserves</u></b>					
Transfers to Debt Service	1,250,496	1,950,469	1,937,185	1,971,580	1,680,810
Transfers to Other Funds	904,590	1,017,767	413,925	574,770	875,639
Reserve for Contingency	-	-	361,512	228,599	175,000
<b>Sub-Total: Interfund Transfers and Reserves</b>	<b>2,155,086</b>	<b>2,968,236</b>	<b>2,712,622</b>	<b>2,774,949</b>	<b>2,731,449</b>
<b>Total Expenditures</b>	<b>\$ 28,416,448</b>	<b>\$ 30,131,162</b>	<b>\$ 31,331,941</b>	<b>\$ 31,705,925</b>	<b>\$ 33,005,940</b>

# Schedule of General Fund Appropriations

Functions/Programs	Appropriations	Program Revenues			Appropriations funded from non-program Revenues
		Grants and Contributions	Charges for Services	Miscellaneous Revenue *	Total
General Fund activities:					
Legislative and Executive **	1,537,764	-	72,000	-	(1,465,764)
Human Resources	644,712	-	-	-	(644,712)
Finance ***	969,333	-	-	-	(969,333)
Information Technology	1,385,708				(1,385,708)
Development Services	1,332,635	-	236,799	161,063	(934,773)
Public Works	1,271,806	93,853	117,408	-	(1,060,545)
Police Department	9,903,284	35,000	557,677	280,000	(9,030,607)
Fire Department	6,981,079	-	675,000	1,000	(6,305,079)
Recreation and Parks	6,228,768	-	1,707,731	-	(4,521,037)
Transfers	2,556,449	-	-	-	(2,556,449)
Misc. Non-Departmental	19,402		-	-	(19,402)
Reserve for Contingencies	175,000	-	-	-	(175,000)
Total General Fund activities	\$ 33,005,940	\$ 128,853	\$3,366,615	\$ 442,063	\$ (29,068,409)

## General Fund revenues not attributable to specific programs:

Taxes:	
Property taxes	14,267,469
Utility service taxes	4,573,132
Franchise fees	2,647,668
Occupational & county licenses	27,000
State shared revenues	4,168,540
Investment income	126,600
Miscellaneous revenues	61,000
Subtotal, general fund revenues before transfers	25,871,409
Transfers from other funds	2,861,594
Fund balance appropriated	335,406
<b>Total General Fund revenues not attributable to specific programs</b>	<b>\$ 29,068,409</b>

\* Miscellaneous revenue includes Fines and Forfeitures, Licenses and Permits, and Police and Fire Off -Duty services.

\*\* Legislative and Executive includes City Council, City Attorney, City Manager, Public Information and City Clerk.

\*\*\* Finance includes Finance, Budget, and Purchasing.

# General Fund Actual and Budget Comparison

## By Revenue Group

REVENUE GROUPINGS	FY 2016-17 Actual	FY 2017-18 Actual	FY 2018-19 Adopted	FY 2018-19 Amended	FY 2019-20 Adopted
<b><u>CHARGES FOR SERVICES</u></b>					
Culture/Recreation	1,398,805	1,552,451	1,615,089	1,615,089	1,554,995
General Government	299,263	312,478	366,436	366,436	297,299
Other Charges for Services	498,657	222,392	135,200	135,200	127,408
Physical Environment	1,240	5,456	4,500	4,500	1,500
Public Safety	1,195,344	1,236,563	1,113,265	1,113,765	1,232,677
Rents & Leases	198,170	153,099	153,212	153,212	152,736
<b>Total Charges for Services</b>	<b>3,591,479</b>	<b>3,482,439</b>	<b>3,387,702</b>	<b>3,388,202</b>	<b>3,366,615</b>
<b><u>FRANCHISE FEES</u></b>					
Franchise Fees	2,474,889	2,649,148	2,453,938	2,453,938	2,647,668
<b>Total Franchise Fees</b>	<b>2,474,889</b>	<b>2,649,148</b>	<b>2,453,938</b>	<b>2,453,938</b>	<b>2,647,668</b>
<b><u>FINES AND FORFEITURES</u></b>					
Judgements and Fines	85,359	112,810	80,100	80,100	85,000
Violations of Local Ord.	14,735	14,450	11,500	11,500	11,000
<b>Total Fines and Forfeitures</b>	<b>100,094</b>	<b>127,260</b>	<b>91,600</b>	<b>91,600</b>	<b>96,000</b>
<b><u>INTERGOVERNMENTAL REVENUE</u></b>					
Federal Grants	85,446	53,286	38,500	38,500	35,000
Intergovernmental Revenues	31,792	27,414	27,000	27,000	27,000
State Grants	126,228	134,735	93,853	171,613	93,853
State Shared Revenues	3,760,978	3,971,915	4,005,130	4,005,130	4,168,540
<b>Total Intergovernmental</b>	<b>4,004,444</b>	<b>4,187,350</b>	<b>4,164,483</b>	<b>4,242,243</b>	<b>4,324,393</b>
<b><u>LICENSES &amp; PERMITS</u></b>					
Business Tax Receipts	141,655	143,184	139,194	139,194	140,063
Other Lic, Fees & Permits	45,041	24,734	10,500	10,500	7,500
Other Fines &/or Forfeits	49,805	1,947	4,000	4,000	2,000
Miscellaneous Revenues	1,395	885	500	500	500
<b>Total Licenses &amp; Permits</b>	<b>237,896</b>	<b>170,750</b>	<b>154,194</b>	<b>154,194</b>	<b>150,063</b>
<b><u>MISCELLANEOUS REVENUES</u></b>					
Cont & Donation/Private	3	19,654	-	-	-
Disposition of Fixed Assets	1,367	47,951	5,000	5,000	1,000
Interest Earnings	73,289	146,573	77,600	77,600	126,600
Other Miscellaneous Revenues	305,915	340,822	267,500	297,500	256,000
<b>Total Misc Revenues</b>	<b>380,574</b>	<b>555,000</b>	<b>350,100</b>	<b>380,100</b>	<b>383,600</b>
<b><u>OTHER SOURCES</u></b>					
Interfund Transfers	3,233,010	3,052,572	2,823,898	2,823,898	2,861,594
Appropriated Fund Balance	-	-	209,797	475,521	335,406
<b>Total Other Sources</b>	<b>3,233,010</b>	<b>3,052,572</b>	<b>3,033,695</b>	<b>3,299,419</b>	<b>3,197,000</b>
<b><u>TAXES</u></b>					
Ad Valorem Taxes	11,040,445	12,083,000	13,285,522	13,285,522	14,267,469
Communications Svr Tax	1,039,773	1,099,443	1,046,443	1,046,443	1,046,800
Utility Service Taxes	3,390,229	3,527,245	3,364,264	3,364,264	3,526,332
<b>Total Taxes</b>	<b>15,470,447</b>	<b>16,709,688</b>	<b>17,696,229</b>	<b>17,696,229</b>	<b>18,840,601</b>
<b>Total Revenues by Grouping</b>	<b>\$ 29,492,833</b>	<b>\$ 30,934,207</b>	<b>\$ 31,331,941</b>	<b>\$ 31,705,925</b>	<b>\$ 33,005,940</b>

# General Fund Actual and Budget Comparison

## By Expenditure Group

<b>EXPENDITURE GROUPINGS</b>	<b>FY 2016-17 Actual</b>	<b>FY 2017-18 Actual</b>	<b>FY 2018-19 Adopted</b>	<b>FY 2018-19 Amended</b>	<b>FY 2019-20 Adopted</b>
<b><u>SALARIES</u></b>					
Executive Salaries	1,031,980	1,246,451	1,276,407	1,276,565	1,355,662
Regular Salaries & Wages	11,016,717	11,065,045	12,334,362	12,340,316	12,932,020
Other Salaries & Wages	551,379	610,342	709,662	710,504	689,307
Overtime	886,555	743,222	755,616	755,316	792,744
Special Pay	91,098	95,530	83,092	83,092	90,307
FICA/Medicare Taxes	991,266	993,414	1,087,850	1,088,688	1,138,778
Active Military Pay	1,278	1,938	-	-	-
<b>Total Salaries</b>	<b>14,570,273</b>	<b>14,755,942</b>	<b>16,246,989</b>	<b>16,254,481</b>	<b>16,998,818</b>
<b><u>BENEFITS</u></b>					
Retirement Contributions	999,649	1,104,173	1,248,315	1,248,863	1,405,646
Health Insurance	2,802,615	2,964,935	3,466,089	3,470,613	3,607,004
Workers' Compensation	409,048	440,016	462,339	371,583	237,212
Unemployment	275	18	-	-	-
<b>Total Benefits</b>	<b>4,211,587</b>	<b>4,509,142</b>	<b>5,176,743</b>	<b>5,091,059</b>	<b>5,249,862</b>
<b><u>OPERATING</u></b>					
Professional Services	418,302	647,722	607,023	777,773	729,965
Accounting & Auditing	44,903	44,000	52,000	47,855	57,000
Other Contractual Services	1,042,362	1,240,044	914,273	972,877	922,447
Travel & Per-Diem	30,432	44,103	84,588	84,970	92,375
Communications & Freight	178,750	169,300	168,943	184,697	212,812
Freight & Postage Service	13,125	12,732	15,685	14,255	13,255
Utility Services	1,284,365	837,515	600,481	634,481	655,487
Rentals & Leases	861,035	851,671	914,279	923,353	1,255,555
Insurance	396,625	408,786	456,503	381,242	297,831
Repair and Maintenance	1,327,468	1,513,248	1,507,078	1,724,925	1,654,916
Printing and Binding	24,362	20,128	40,921	40,516	39,458
Promotional Activities	48,908	22,757	40,481	40,481	40,455
Other Current Charges	82,300	86,147	85,661	89,763	112,981
Office Supplies	53,270	51,787	50,579	52,491	50,748
Operating Supplies	1,217,491	1,347,290	1,356,306	1,290,325	1,307,364
Road Materials & Supplies	11,558	20,941	20,000	20,000	20,000
Books, Publications, Subs	142,504	128,367	204,122	201,168	215,210
Educational Reimbursement	23,316	18,788	55,500	55,500	55,500
<b>Total Operating</b>	<b>7,201,076</b>	<b>7,465,326</b>	<b>7,174,423</b>	<b>7,536,672</b>	<b>7,733,359</b>
<b><u>CAPITAL</u></b>					
Land	-	51,649	-	-	-
Improvements Other than Bldgs	-	31,583	-	20,500	-
Capital Assets	35,552	11,690	-	7,100	273,050
<b>Total Capital</b>	<b>35,552</b>	<b>94,922</b>	<b>-</b>	<b>27,600</b>	<b>273,050</b>
<b><u>NON-DEPARTMENTAL</u></b>					
Promotional Activity - Employee Recognition	5,734	6,540	7,945	7,945	7,945
Interfund Loan Interest	16,839	13,219	13,219	13,219	11,457
Bad Debt	220,301	317,835	-	-	-
<b>Total Non-Departmental</b>	<b>242,874</b>	<b>337,594</b>	<b>21,164</b>	<b>21,164</b>	<b>19,402</b>
<b>TRANSFERS</b>	<b>2,155,086</b>	<b>2,968,236</b>	<b>2,351,110</b>	<b>2,546,350</b>	<b>2,556,449</b>
<b>RESERVE FOR CONTINGENCIES</b>	<b>-</b>	<b>-</b>	<b>361,512</b>	<b>228,599</b>	<b>175,000</b>
<b>Total Expenditures by Grouping</b>	<b>\$ 28,416,448</b>	<b>\$ 30,131,162</b>	<b>\$ 31,331,941</b>	<b>\$ 31,705,925</b>	<b>\$ 33,005,940</b>

# General Fund Revenues by Category

	FY 2016-17 Actual	FY 2017-18 Actual	FY 2018-19 Adopted	FY 2018-19 Amended	FY 2019-20 Adopted
<b><u>TAXES</u></b>					
<b><u>PROPERTY TAXES</u></b>					
Current	10,876,841	11,995,299	13,185,522	13,185,522	14,242,469
Delinquent	163,604	87,701	100,000	100,000	25,000
<b>Sub-Total: Property Taxes</b>	<b>11,040,445</b>	<b>12,083,000</b>	<b>13,285,522</b>	<b>13,285,522</b>	<b>14,267,469</b>
<b><u>UTILITY SERVICE TAXES</u></b>					
Electric	2,705,488	2,843,915	2,700,000	2,700,000	2,843,915
Water	629,926	628,614	618,923	618,923	626,550
Propane	54,815	54,716	45,341	45,341	55,867
Communications Services	1,039,773	1,099,443	1,046,443	1,046,443	1,046,800
<b>Sub-Total: Utility Service Taxes</b>	<b>4,430,002</b>	<b>4,626,688</b>	<b>4,410,707</b>	<b>4,410,707</b>	<b>4,573,132</b>
<b><u>FRANCHISE FEES</u></b>					
Electric	2,153,587	2,332,508	2,150,000	2,150,000	2,330,000
Solid Waste - Residential	147,946	130,484	119,138	119,138	129,556
Solid Waste - Commerical	166,389	170,378	172,800	172,800	176,112
Propane	6,967	15,778	12,000	12,000	12,000
<b>Sub-Total: Franchise Fees</b>	<b>2,474,889</b>	<b>2,649,148</b>	<b>2,453,938</b>	<b>2,453,938</b>	<b>2,647,668</b>
<b>TOTAL: TAXES</b>	<b>17,945,336</b>	<b>19,358,836</b>	<b>20,150,167</b>	<b>20,150,167</b>	<b>21,488,269</b>
<b><u>LICENSES AND PERMITS</u></b>					
City Business Tax Receipts	138,244	139,549	134,694	134,694	136,563
Business Tax Receipts - Late Fees	2,205	1,947	4,000	4,000	2,000
Environmental Preserve	47,600	-	-	-	-
County Business Tax Receipts	3,411	3,635	4,500	4,500	3,500
Radon Inspections	4,536	3,909	2,500	2,500	2,500
Right of Way Permits	360	480	500	500	500
Irrigation Permits	39,075	18,900	8,000	8,000	5,000
Other Licenses and Permits	2,465	2,330	-	-	-
<b>TOTAL: LICENSES AND PERMITS</b>	<b>237,896</b>	<b>170,750</b>	<b>154,194</b>	<b>154,194</b>	<b>150,063</b>
<b><u>INTERGOVERNMENTAL</u></b>					
<b><u>FEDERAL GRANTS</u></b>					
FEMA - Federal	44,918	-	-	-	-
DEA Overtime	32,316	30,523	30,000	30,000	30,000
HIIDTA Overtime	-	163	-	-	-
CCIB Overtime	4,705	7,099	8,500	8,500	5,000
DOJ Grants	3,507	15,501	-	-	-
<b>Sub-Total: Federal Grants</b>	<b>85,446</b>	<b>53,286</b>	<b>38,500</b>	<b>38,500</b>	<b>35,000</b>
<b><u>STATE AND COUNTY GRANTS</u></b>					
FDOT - Lighting Reimbursement	118,742	134,735	93,853	93,853	93,853
FEMA - State	7,486	-	-	-	-
FDACS	-	-	-	77,760	-
<b>Sub-Total: State and County Grants</b>	<b>126,228</b>	<b>134,735</b>	<b>93,853</b>	<b>171,613</b>	<b>93,853</b>
<b><u>STATE AND COUNTY SHARED REVENUE</u></b>					
State Revenue Share	1,210,614	1,261,904	1,305,762	1,305,762	1,358,009
State Mobile Home Licenses	5,031	6,878	5,500	5,500	5,500
State Alcoholic Beverage Licenses	9,964	25,858	11,000	11,000	11,000
State Half-Cent Sales Tax	2,497,177	2,645,312	2,638,318	2,638,318	2,749,481
State Firefighters Supplemental Comp.	16,790	15,999	24,550	24,550	24,550
State Motor Fuel Tax Rebate	21,402	15,964	20,000	20,000	20,000
County Occupational Licenses	31,792	27,414	27,000	27,000	27,000
<b>Sub-Total: State and County Shared Revenue</b>	<b>3,792,770</b>	<b>3,999,329</b>	<b>4,032,130</b>	<b>4,032,130</b>	<b>4,195,540</b>
<b>TOTAL: INTERGOVERNMENTAL</b>	<b>4,004,444</b>	<b>4,187,350</b>	<b>4,164,483</b>	<b>4,242,243</b>	<b>4,324,393</b>

# General Fund Revenues by Category

	FY 2016-17 Actual	FY 2017-18 Actual	FY 2018-19 Adopted	FY 2018-19 Amended	FY 2019-20 Adopted
<b><u>CHARGES FOR SERVICES</u></b>					
<b><u>DEVELOPMENT SERVICES FEES</u></b>					
Plats and Addressing Fees	3,060	900	4,000	4,000	1,000
Development Application Fees	174,310	196,265	221,027	221,027	179,591
Comprehensive Plan Amendments	48,055	36,622	72,338	72,338	44,708
Subdivision Quality Control Inspection	347,509	80,414	-	-	-
Handling Fees (County Impact Fee Collections)	38,342	26,468	20,000	20,000	10,000
Fire Inspection and Plan Reviews	56,658	45,437	50,000	50,000	50,000
<b>Sub-Total: Development Services Fees</b>	<b>667,934</b>	<b>386,106</b>	<b>367,365</b>	<b>367,365</b>	<b>285,299</b>
<b><u>OTHER CHARGES FOR SERVICES</u></b>					
Certification and Copies	7,462	5,396	5,071	5,071	5,000
Lien Searches	66,376	73,286	64,000	64,000	67,000
Police Reports/RAD/Other	355	-	3,000	3,500	-
Fingerprinting	3,595	2,505	3,000	3,000	2,000
School Resource Officers	271,863	307,169	431,615	431,615	555,277
Lockout Fee Services	-	(350)	250	250	-
Emergency Medical Transport Fees	862,591	881,421	625,000	625,000	625,000
Lot Mowing	1,240	4,510	4,500	4,500	1,500
Sidewalks	-	946	-	-	-
Solid Waste Administrative Handling Fee	112,806	115,510	115,200	115,200	117,408
Miscellaneous Charges for Services	282	390	400	400	400
<b>Sub-Total: Other Charges for Services</b>	<b>1,326,570</b>	<b>1,390,783</b>	<b>1,252,036</b>	<b>1,252,536</b>	<b>1,373,585</b>
<b><u>RECREATION ACTIVITY FEES:</u></b>					
Program, Athletic and Facility Fees					
- Riverside Activity Fees	332,814	296,845	378,775	378,775	340,580
- City Sponsored Athletics	350,831	396,750	432,370	432,370	367,678
- Oviedo Blvd Aquatic Facility	315,057	329,915	341,350	341,350	323,762
- Recreation Programs	26,048	26,307	26,500	26,500	26,970
- Special Events	68,608	65,454	62,701	62,701	66,802
- Oviedo on the Park	174,556	298,479	243,177	243,177	270,757
- Concessions	130,507	138,365	129,586	129,586	158,196
Rentals and Leases	198,170	153,099	153,212	153,212	152,736
Pass-through Registration Fees	384	336	630	630	250
<b>Sub-Total: Recreation Activity Fees</b>	<b>1,596,975</b>	<b>1,705,550</b>	<b>1,768,301</b>	<b>1,768,301</b>	<b>1,707,731</b>
<b>TOTAL: CHARGES FOR SERVICES</b>	<b>3,591,479</b>	<b>3,482,439</b>	<b>3,387,702</b>	<b>3,388,202</b>	<b>3,366,615</b>
<b><u>FINES AND FORFEITURES</u></b>					
Judgements and Fines	85,359	112,810	80,100	80,100	85,000
Violations of Local Ordinances	975	2,400	1,500	1,500	1,000
Code Enforcement	13,760	12,050	10,000	10,000	10,000
<b>TOTAL: FINES AND FORFEITURES</b>	<b>100,094</b>	<b>127,260</b>	<b>91,600</b>	<b>91,600</b>	<b>96,000</b>
<b><u>MISCELLANEOUS</u></b>					
Interest and Dividends	73,289	146,573	77,600	77,600	126,600
Insurance Proceeds	51,366	65,501	25,000	55,000	25,000
Gain/Loss on Sale of Assets	1,367	47,951	5,000	5,000	1,000
Police Off-Duty Services	201,036	237,668	195,000	195,000	195,000
Fire Off-Duty Services	1,170	1,321	2,000	2,000	1,000
Other Miscellaneous	52,346	53,795	45,500	45,500	35,000
<b>TOTAL: MISCELLANEOUS</b>	<b>380,574</b>	<b>555,000</b>	<b>350,100</b>	<b>380,100</b>	<b>383,600</b>
<b>TOTAL CURRENT INCOME</b>	<b>26,259,823</b>	<b>27,881,635</b>	<b>28,298,246</b>	<b>28,406,506</b>	<b>29,808,940</b>
<b>TOTAL NON-AD VALOREM REVENUE</b>	<b>15,219,378</b>	<b>15,798,635</b>	<b>15,012,724</b>	<b>15,120,984</b>	<b>15,541,471</b>

# General Fund Revenues by Category

	FY 2016-17 Actual	FY 2017-18 Actual	FY 2018-19 Adopted	FY 2018-19 Amended	FY 2019-20 Adopted
<b>NON-OPERATING REVENUES</b>					
<b>INTERFUND TRANSFERS (TRANSFERS FROM):</b>					
CRA Fund (015)	96,443	267,000	263,288	263,288	258,368
Local Option Gas Tax Fund (105)	236,300	-	-	-	-
STATE LAW ENFORCEMENT TRUST FUND (103)	1,530	-	-	-	-
DEA Fund (106)	-	113,484	50,000	50,000	50,000
Police Impact Fee Fund (107)	45,959	-	-	-	-
Fire Impact Fee Fund (108)	27,085	-	30,000	30,000	75,000
Solid Waste Fund (115)	40,895	-	-	-	-
Building Services Fund (120)	348,835	293,559	105,610	105,610	103,226
3rd Generation Sales Tax Fund (304)	223,863	-	-	-	-
Water and Sewer Utility Fund (401)	2,013,806	2,150,000	2,150,000	2,150,000	2,150,000
Stormwater Fund (410)	198,294	225,000	225,000	225,000	225,000
<b>TOTAL: INTERFUND TRANSFERS</b>	<b>3,233,010</b>	<b>3,052,572</b>	<b>2,823,898</b>	<b>2,823,898</b>	<b>2,861,594</b>
<b>APPROPRIATED FUND BALANCE</b>	<b>-</b>	<b>-</b>	<b>209,797</b>	<b>475,521</b>	<b>335,406</b>
<b>TOTAL: NON-OPERATING REVENUES</b>	<b>3,233,010</b>	<b>3,052,572</b>	<b>3,033,695</b>	<b>3,299,419</b>	<b>3,197,000</b>
<b>TOTAL REVENUES</b>	<b>\$ 29,492,833</b>	<b>\$ 30,934,207</b>	<b>\$ 31,331,941</b>	<b>\$ 31,705,925</b>	<b>\$ 33,005,940</b>

# General Fund Expenditures by Department

	FY 2016-17 Actual	FY 2017-18 Actual	FY 2018-19 Adopted	FY 2018-19 Amended	FY 2019-20 Adopted
<b><u>LEGISLATIVE AND EXECUTIVE</u></b>					
City Council	202,467	242,469	286,226	294,771	299,116
City Attorney	228,837	199,547	243,000	243,000	268,440
City Administration	229,558	231,769	250,174	249,818	266,686
Public Information	152,237	275,580	348,831	354,215	387,037
City Clerk	239,633	262,661	285,094	284,722	316,485
<b>TOTAL: LEGISLATIVE AND EXECUTIVE</b>	<b>1,052,732</b>	<b>1,212,026</b>	<b>1,413,325</b>	<b>1,426,526</b>	<b>1,537,764</b>
<b><u>HUMAN RESOURCES</u></b>	<b>500,062</b>	<b>577,133</b>	<b>634,078</b>	<b>648,382</b>	<b>644,712</b>
<b><u>FINANCE</u></b>					
Accounting and Fiscal Services	544,760	482,371	834,407	834,902	867,778
Purchasing	84,976	87,158	92,906	92,546	101,555
<b>TOTAL: FINANCE DEPARTMENT</b>	<b>629,736</b>	<b>569,529</b>	<b>927,313</b>	<b>927,448</b>	<b>969,333</b>
<b><u>INFORMATION TECHNOLOGY</u></b>	<b>1,120,800</b>	<b>1,231,236</b>	<b>1,348,609</b>	<b>1,348,463</b>	<b>1,385,708</b>
<b><u>MANAGEMENT SERVICES</u></b>	<b>13,784</b>	<b>130</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b><u>DEVELOPMENT SERVICES</u></b>					
Economic Development	23,500	30,000	35,000	35,000	5,000
Development Services Administration	166,585	181,237	193,913	193,499	202,567
Planning	252,601	351,141	377,045	419,139	538,899
Development Review	248,124	187,113	314,077	306,860	291,797
Code Enforcement	289,180	283,407	311,034	313,003	294,372
<b>TOTAL: DEVELOPMENT SERVICES</b>	<b>979,990</b>	<b>1,032,898</b>	<b>1,231,069</b>	<b>1,267,501</b>	<b>1,332,635</b>
<b><u>PUBLIC WORKS</u></b>					
Engineering and Inspection Services	367,197	209	-	-	-
Public Works Administration	112,069	124,860	124,060	122,050	195,787
Grounds and Right of Way Maintenance	394,148	237,756	282,295	283,295	239,451
Sidewalks and Streets Maintenance	1,510,322	929,091	778,455	775,366	836,568
Hurricane Recovery	27,182	544,411	-	80,882	-
<b>TOTAL: PUBLIC WORKS</b>	<b>2,410,918</b>	<b>1,836,327</b>	<b>1,184,810</b>	<b>1,261,593</b>	<b>1,271,806</b>
<b><u>POLICE DEPARTMENT</u></b>					
Police Administration and Accreditation	917,560	982,222	955,372	951,263	969,707
Community Policing & Patrol	4,064,316	4,297,990	4,708,641	4,703,048	5,115,960
Police Records	389,655	417,153	436,643	429,870	462,777
Community Involvement	1,100,863	1,083,732	1,252,245	1,260,675	1,491,146
Criminal Investigations	779,048	645,190	743,619	739,103	737,709
Community Response Team	820,830	884,432	872,845	868,197	900,697
Police Education and Training	170,138	190,829	208,470	206,874	225,288
<b>TOTAL: POLICE DEPARTMENT</b>	<b>8,242,410</b>	<b>8,501,548</b>	<b>9,177,835</b>	<b>9,159,030</b>	<b>9,903,284</b>
<b><u>FIRE DEPARTMENT</u></b>					
Fire Administration and Emergency Management	269,761	266,274	284,025	280,581	291,618
Fire Suppression and Rescue	5,282,245	5,437,050	5,960,452	5,914,841	6,231,837
Fire Prevention	173,427	213,387	219,972	216,618	284,185
Fire Education & Training	132,880	153,534	162,184	159,301	173,439
<b>TOTAL: FIRE DEPARTMENT</b>	<b>5,858,313</b>	<b>6,070,245</b>	<b>6,626,633</b>	<b>6,571,341</b>	<b>6,981,079</b>

# General Fund Expenditures by Department

	FY 2016-17 Actual	FY 2017-18 Actual	FY 2018-19 Adopted	FY 2018-19 Amended	FY 2019-20 Adopted
<b><u>RECREATION AND PARKS</u></b>					
Recreation & Parks Administration	459,614	649,292	582,712	629,365	675,169
Riverside Recreation Center	528,962	519,035	555,607	567,454	533,896
City-Sponsored Athletics	554,864	618,502	708,985	710,378	695,373
Athletic Fields and Park Maintenance	1,036,897	1,150,088	1,155,435	1,235,180	1,254,506
Concessions	213,165	21	-	-	-
Oviedo Blvd Aquatics	620,186	608,497	583,750	592,434	650,119
General Facility Maintenance	395,174	7,507	-	-	-
Facility Maintenance and Custodial Services	330,894	804,853	838,553	954,524	880,817
Recreation Special Events	122,926	75	-	-	-
Oviedo on the Park	947,061	1,436,390	1,629,441	1,610,193	1,538,888
<b>TOTAL: RECREATION AND PARKS DEPARTMENT</b>	<b>5,209,743</b>	<b>5,794,260</b>	<b>6,054,483</b>	<b>6,299,528</b>	<b>6,228,768</b>
<b>TOTAL: ALL DEPARTMENTAL EXPENSES</b>	<b>26,018,488</b>	<b>26,825,332</b>	<b>28,598,155</b>	<b>28,909,812</b>	<b>30,255,089</b>
<b><u>NON-DEPARTMENTAL EXPENDITURES</u></b>					
Promotional Activity - Employee Recognition	5,734	6,540	7,945	7,945	7,945
Interfund Loan Interest	16,839	13,219	13,219	13,219	11,457
Bad Debt Expenses	220,301	317,835	-	-	-
<b>SUB-TOTAL: NON DEPARTMENTAL</b>	<b>242,874</b>	<b>337,594</b>	<b>21,164</b>	<b>21,164</b>	<b>19,402</b>
<b><u>INTERFUND TRANSFERS TO DEBT</u></b>					
2012A PIRRN	641,293	720,905	721,208	721,208	720,268
2012B PIRRN	208,147	258,560	258,584	258,584	-
2012A CIRRN	142,558	189,878	190,837	190,837	190,738
2012B CIRRN	163,924	269,462	264,618	280,679	275,427
2012C CIRRN	30,344	60,796	60,669	60,669	60,518
2012D CIRRN	64,230	64,468	64,409	64,409	64,319
2013 PIRN	-	384,200	376,860	376,860	369,540
Other Debt Service	-	2,200	-	18,334	-
<b>SUB-TOTAL: INTERFUND TRANSFERS FOR DEBT SERVICE</b>	<b>1,250,496</b>	<b>1,950,469</b>	<b>1,937,185</b>	<b>1,971,580</b>	<b>1,680,810</b>
<b><u>INTERFUND TRANSFERS TO</u></b>					
Tree Bank Fund (112)	-	262,546	-	-	-
Lease Financing Fund (205)	123,634	123,634	183,774	183,774	201,883
Technology Improvement Fund (320)	215,232	113,350	125,000	125,000	138,500
General Facility Improvement Fund (330)	152,100	282,500	105,151	105,151	380,151
Recreation Facility Improvement Fund (340)	81,624	-	-	-	-
Medical Insurance Fund (510)	332,000	235,737	-	-	-
Insurance Deductible Fund (512)	-	-	-	160,845	155,105
<b>SUB-TOTAL: INTERFUND TRANSFERS</b>	<b>904,590</b>	<b>1,017,767</b>	<b>413,925</b>	<b>574,770</b>	<b>875,639</b>
<b>TOTAL: INTERFUND TRANSFERS</b>	<b>2,155,086</b>	<b>2,968,236</b>	<b>2,351,110</b>	<b>2,546,350</b>	<b>2,556,449</b>
<b><u>RESERVE FOR CONTINGENCIES</u></b>					
Reserve for Contingencies	-	-	123,455	14,135	100,000
Facilities Contingency	-	-	63,057	39,464	-
Pay for Performance	-	-	175,000	175,000	75,000
<b>SUB-TOTAL: RESERVE FOR CONTINGENCIES</b>	<b>-</b>	<b>-</b>	<b>361,512</b>	<b>228,599</b>	<b>175,000</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 28,416,448</b>	<b>\$ 30,131,162</b>	<b>\$ 31,331,941</b>	<b>\$ 31,705,925</b>	<b>\$ 33,005,940</b>

# City Council – 1100

## **Description**

The City Council is the five (5)-member elected legislative and governing body of the City, responsible for establishing policies, managing growth and land use, adopting an annual budget and tax rate, setting water, wastewater and storm water utility rates, and other fees and charges for City Services, adopting local laws and ordinances and hiring and overseeing the City Manager.



All City Council members and the Mayor, who is recognized as the head of the City Government for all ceremonial purposes, serve two (2) year terms, and are elected “at large” and must reside within the City to be an elected representative.

## **Goals**

- Enhance partnerships with the University of Central Florida and Seminole State College of Florida.
- Focus on targeted industries as identified in the Economic Development Plan and pursue primary (job producing) industries.
- Continue on-going business retention efforts.
- Pursue development of Oviedo on the Park and promote Historic Downtown redevelopment.

## **Accomplishments**

- See accomplishments for all City departments beginning on page 107.

# City Council – 1100

<b>EXPENDITURE GROUPING</b>	<b>FY 2016-17 Actuals</b>	<b>FY 2017-18 Actuals</b>	<b>FY 2018-19 Adopted</b>	<b>FY 2018-19 Amended</b>	<b>FY 2019-20 Adopted</b>
<b><u>SALARIES</u></b>					
Executive Salaries	63,329	64,279	66,208	66,208	68,193
Special Pay	141	-	-	-	-
FICA/Medicare Taxes	1,779	1,698	1,698	1,698	1,744
<b>Total Salaries</b>	<b>65,249</b>	<b>65,977</b>	<b>67,906</b>	<b>67,906</b>	<b>69,937</b>
<b><u>BENEFITS</u></b>					
Retirement Contributions	2,596	2,746	2,674	2,674	2,754
Health Insurance	35,170	38,410	41,797	41,797	47,895
Workers' Compensation	113	122	76	61	39
<b>Total Benefits</b>	<b>37,879</b>	<b>41,278</b>	<b>44,547</b>	<b>44,532</b>	<b>50,688</b>
<b><u>OPERATING EXPENDITURES</u></b>					
Professional Services	50,000	85,000	111,500	111,500	113,300
Other Contractual Services	4,490	4,250	4,900	4,900	5,000
Travel & Per-Diem	4,486	5,208	9,754	9,513	10,052
Communications & Freight	4,189	3,479	3,606	3,606	3,733
Freight & Postage Service	24	6	25	25	25
Utility Services	7,840	9,305	9,017	9,017	9,905
Rentals & Leases	1,590	1,590	1,590	1,590	1,590
Insurance	6,659	6,990	7,790	6,434	4,699
Printing and Binding	35	-	200	200	200
Promotional Activities	3,672	2,219	5,125	5,125	5,350
Office Supplies	381	360	519	519	493
Operating Supplies	49	171	2,150	12,066	7,626
Books, Publications, Subs	15,924	16,636	17,597	17,838	16,518
<b>Total Operating Expenditures</b>	<b>99,339</b>	<b>135,214</b>	<b>173,773</b>	<b>182,333</b>	<b>178,491</b>
<b>Total Expenditures by Grouping</b>	<b>\$ 202,467</b>	<b>\$ 242,469</b>	<b>\$ 286,226</b>	<b>\$ 294,771</b>	<b>\$ 299,116</b>

## **5 Year Budget Projection**

<b>EXPENDITURE GROUPING</b>	<b>2020-21 Projection</b>	<b>2021-22 Projection</b>	<b>2022-23 Projection</b>	<b>2023-24 Projection</b>	<b>2024-25 Projection</b>
Salaries	71,336	72,762	74,218	75,702	77,216
Benefits	53,141	55,715	58,416	61,251	64,225
Operating Expenditures	184,311	190,335	196,573	203,032	209,722
<b>Total Projection</b>	<b>\$ 308,787</b>	<b>\$ 318,812</b>	<b>\$ 329,206</b>	<b>\$ 339,985</b>	<b>\$ 351,163</b>

# City Administration - 1200

## **Description**

The City Manager is a position contained in the City Charter that is appointed by, answerable to, and under the direction and supervision of the City Council. The City Manager is the chief executive officer of the City who leads the organization and provides executive leadership necessary to carry out the mission, goals, and policies established by the City Council.



The City Manager's Office is responsible for the effective and efficient provision of all City Services and enforcement of all laws pursuant to the City Charter, including Human Resources and Financial Management, and the preparation and recommendation of the annual operating budget, including a ten-year capital improvement program. The City Manager is also responsible for keeping the City Council informed as to the financial condition and future needs of the City, signing contracts on behalf of the City, and implementing and administering the policy directives of the City Council within the parameters of the City Charter.

## **Goals**

- Continue high levels of customer service, productivity, and efficiency while maintaining fiscal and organizational health.
- Provide the necessary staff support and administrative leadership to implement the strategic goals endorsed by the City Council.
- Implement the strategies of the City's Economic Development Business Plan to enhance business recruitment and retention in the City.

## **Accomplishments**

- See accomplishments for all City departments beginning on page 107.

## **Personnel Summary**

<b>FY 15-16</b>	<b>FY 16-17</b>	<b>FY 17-18</b>	<b>FY 18-19</b>	<b>FY 19-20</b>
2.00	2.00	1.00	1.00	1.00

# City Administration - 1200

EXPENDITURE GROUPING	FY 2016-17 Actuals	FY 2017-18 Actuals	FY 2018-19 Adopted	FY 2018-19 Amended	FY 2019-20 Adopted
<b><u>SALARIES</u></b>					
Executive Salaries	170,289	175,551	181,247	181,247	193,702
FICA/Medicare Taxes	9,827	10,450	13,014	13,014	13,897
<b>Total Salaries</b>	180,116	186,001	194,261	194,261	207,599
<b><u>BENEFITS</u></b>					
Retirement Contributions	8,514	8,778	9,062	9,062	9,685
Health Insurance	20,635	21,270	22,514	22,514	23,083
Workers' Compensation	335	377	405	325	208
<b>Total Benefits</b>	29,484	30,425	31,981	31,901	32,976
<b><u>OPERATING EXPENDITURES</u></b>					
Other Contractual Services	(96)	384	350	350	360
Travel & Per-Diem	804	6	4,918	4,918	5,227
Communications & Freight	1,956	1,286	1,110	1,110	1,383
Freight & Postage Service	1	2	50	50	20
Utility Services	3,603	4,277	4,271	4,271	4,683
Rentals & Leases	6,149	5,407	5,308	5,308	6,508
Insurance	1,354	1,426	1,585	1,309	956
Repair and Maintenance	21	175	250	250	250
Other Current Charges	4,402	49	100	100	100
Office Supplies	383	419	665	665	608
Operating Supplies	721	629	1,000	1,000	1,400
Books, Publications, Subs	660	1,283	4,325	4,325	4,616
<b>Total Operating Expenditures</b>	19,958	15,343	23,932	23,656	26,111

<b>Total Expenditures by Grouping</b>	<b>\$ 229,558</b>	<b>\$ 231,769</b>	<b>\$ 250,174</b>	<b>\$ 249,818</b>	<b>\$ 266,686</b>
---------------------------------------	-------------------	-------------------	-------------------	-------------------	-------------------

## **5 Year Budget Projection**

EXPENDITURE GROUPING	2020-21 Projection	2021-22 Projection	2022-23 Projection	2023-24 Projection	2024-25 Projection
Salaries	211,751	215,986	220,306	224,712	229,206
Benefits	34,340	35,768	37,261	38,824	40,459
Operating Expenditures	27,166	28,268	29,418	30,620	31,876
<b>Total Projection</b>	<b>\$ 273,257</b>	<b>\$ 280,021</b>	<b>\$ 286,985</b>	<b>\$ 294,156</b>	<b>\$ 301,541</b>

# Human Resources - 1201

## **Description**

The Human Resources Department provides administrative and technical support services to assist in the management of the City's workforce. The core services provided by Human Resources staff include: recruitment; selection and processing of new employees; maintenance of the pay and classification system; maintenance of employee personnel records; administration of all employee voluntary and involuntary benefits, including the City's self-insured group health program and on-site employee health center; administration of the Wellness Program; administration of the City's Safety and Risk Management Program; administration of City Personnel Policy, labor relations; administration of disciplinary actions; coordination of employee training and development program; administration of public safety collective bargaining agreements; and participation in the planning of the City recognition and employee events.



## **Goals**

- Monitor and track City adherence to safety and compliance training for all employees.
- Research, coordinate, and deliver employee training on pertinent topics which will provide employees with information to help do their jobs safer, more efficiently, and with greater skill.
- Maintain competitive wage and benefit structure.
- Maintain workforce diversity and opportunity.
- Continue recruitment efforts.
- Promote employee wellness by offering incentives to employees for completing a Health Risk Assessment and for meeting health benchmarks.

## **Accomplishments**

- See accomplishments for all City departments beginning on page 107.

## **Personnel Summary**

FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20
5.00	5.00	5.00	5.00	5.00

## **Performance Outcomes**

Measurement	FY 16-17 Actual	FY 17-18 Actual	FY 18-19 Budget	FY 19-20 Budget
<b><i>Workload Output</i></b>				
# of emp. applications received/processed	1,683	1,854	1,600	1,400
# of job recruitments	73	70	80	80
# of new hires processed	109	112	112	92
# of training hours provided	1,819	4,100	3,500	3,500
<b><i>Effectiveness/Service Quality</i></b>				
Turnover rate (FTE only)	10.77%	12.00%	14.00%	14.00%
% of new FTE hires who remain on job 1 year	68.25%	68.00%	70.00%	70.00%
<b><i>Efficiency</i></b>				
HR cost per employee	1,221	1,456	1,446	1,519

# Human Resources - 1201

EXPENDITURE GROUPING	FY 2016-17 Actuals	FY 2017-18 Actuals	FY 2018-19 Adopted	FY 2018-19 Amended	FY 2019-20 Adopted
<b><u>SALARIES</u></b>					
Executive Salaries	102,807	109,981	119,750	119,908	127,886
Regular Salaries & Wages	192,688	203,217	207,782	207,782	225,893
Other Salaries & Wages	533	3,547	15,500	13,842	-
Overtime	3,073	4,601	3,117	4,617	5,500
Special Pay	-	213	74	74	148
FICA/Medicare Taxes	21,106	22,672	24,692	24,692	25,516
<b>Total Salaries</b>	<b>320,207</b>	<b>344,231</b>	<b>370,915</b>	<b>370,915</b>	<b>384,943</b>
<b><u>BENEFITS</u></b>					
Retirement Contributions	14,928	15,890	16,537	16,537	17,964
Health Insurance	72,171	75,478	81,696	81,696	78,558
Workers' Compensation	638	745	799	642	410
<b>Total Benefits</b>	<b>87,737</b>	<b>92,113</b>	<b>99,032</b>	<b>98,875</b>	<b>96,932</b>
<b><u>OPERATING EXPENDITURES</u></b>					
Professional Services	41,555	91,425	73,608	88,408	70,840
Other Contractual Services	105	100	240	240	240
Travel & Per-Diem	1,370	2,725	3,175	3,175	4,944
Communications & Freight	1,284	952	1,058	1,058	1,268
Freight & Postage Service	285	397	540	540	540
Utility Services	7,193	8,538	8,270	8,270	9,089
Rentals & Leases	3,179	3,180	3,180	3,180	3,180
Insurance	2,621	2,757	3,067	2,532	1,850
Repair and Maintenance	-	-	2,325	2,229	2,325
Printing and Binding	-	-	150	150	150
Other Current Charges	3,896	4,166	5,700	5,700	5,350
Office Supplies	3,178	2,652	2,987	2,983	3,304
Operating Supplies	292	357	632	728	632
Books, Publications, Subs	3,844	4,752	3,699	3,899	3,625
Educational Costs	23,316	18,788	55,500	55,500	55,500
<b>Total Operating Expenditures</b>	<b>92,118</b>	<b>140,789</b>	<b>164,131</b>	<b>178,592</b>	<b>162,837</b>
<b>Total Expenditures by Grouping</b>	<b>\$ 500,062</b>	<b>\$ 577,133</b>	<b>\$ 634,078</b>	<b>\$ 648,382</b>	<b>\$ 644,712</b>

## **5 Year Budget Projection**

EXPENDITURE GROUPING	2020-21 Projection	2021-22 Projection	2022-23 Projection	2023-24 Projection	2024-25 Projection
Salaries	392,642	400,495	408,505	416,675	425,008
Benefits	101,252	105,778	110,521	115,490	120,698
Operating Expenditures	168,060	173,459	179,042	184,813	190,782
<b>Total Projection</b>	<b>\$ 661,954</b>	<b>\$ 679,732</b>	<b>\$ 698,067</b>	<b>\$ 716,978</b>	<b>\$ 736,488</b>

# City Clerk - 1202

## **Description**

The City Clerk is a position contained in the City Charter that is appointed by the City Council but works under the direction and supervision of the City Manager. The City Clerk is responsible for recording and maintaining the minutes of the City Council; recording and maintaining ordinances and resolutions of the City Council; and maintaining contracts, deeds and other legal documents of the City. The City Clerk monitors terms of Board, Committee and Council members; is the chief election official; places legal advertisements and posts all official notices; conducts lien searches on properties located within the city limits; and serves as the City's records management officer.



## **Goals**

- Continue review of old agreements and City documents for scanning and uploading into SIRE.
- Migrate SIRE Agenda and Document Imaging systems to a new system.
- Train departments on how to search SIRE records.
- Find suitable city records storage location that meets State requirements for paper records storage.

## **Accomplishments**

- See accomplishments for all City departments beginning on page 107.

## **Personnel Summary**

<b>FY 15-16</b>	<b>FY 16-17</b>	<b>FY 17-18</b>	<b>FY 18-19</b>	<b>FY 19-20</b>
3.00	3.00	3.00	3.00	3.00

## **Performance Outcomes**

<b>Measurement</b>	<b>FY 16-17 Actual</b>	<b>FY 17-18 Actual</b>	<b>FY 18-19 Budget</b>	<b>FY 19-20 Budget</b>
<b><i>Workload Output</i></b>				
# of pages of synopsis minutes produced	70	394	102	100
# of pages of old documents scanned	9,106	19,219	12,000	20,000
# new document pages scanned	8,618	24,850	8,000	9,000
# agendas prepared	38	35	35	35
<b><i>Effectiveness/Service Quality</i></b>				
% old documents remaining to be scanned	80.00%	83.00%	79.00%	64.00%

# City Clerk - 1202

<b>EXPENDITURE GROUPING</b>	<b>FY 2016-17 Actuals</b>	<b>FY 2017-18 Actuals</b>	<b>FY 2018-19 Adopted</b>	<b>FY 2018-19 Amended</b>	<b>FY 2019-20 Adopted</b>
<b><u>SALARIES</u></b>					
Executive Salaries	69,793	78,281	81,385	81,385	92,593
Regular Salaries & Wages	74,396	79,429	77,771	77,771	76,881
Other Salaries & Wages	-	2,893	-	-	-
Overtime	1,725	2,620	7,660	7,660	5,000
Special Pay	-	-	668	668	-
FICA/Medicare Taxes	10,474	12,095	12,605	12,605	13,136
<b>Total Salaries</b>	<b>156,388</b>	<b>175,318</b>	<b>180,089</b>	<b>180,089</b>	<b>187,610</b>
<b><u>BENEFITS</u></b>					
Retirement Contributions	7,290	7,827	8,374	8,374	8,724
Health Insurance	40,655	32,220	37,235	37,235	37,960
Workers' Compensation	310	359	386	310	198
<b>Total Benefits</b>	<b>48,255</b>	<b>40,406</b>	<b>45,995</b>	<b>45,919</b>	<b>46,882</b>
<b><u>OPERATING EXPENDITURES</u></b>					
Other Contractual Services	263	300	400	400	400
Travel & Per-Diem	2,485	596	3,328	3,328	5,573
Communications & Freight	964	638	745	745	847
Freight & Postage Service	183	137	150	150	150
Utility Services	4,647	5,517	5,344	5,344	5,874
Rentals & Leases	5,285	4,931	4,662	4,662	5,712
Insurance	1,572	1,654	1,673	1,381	1,009
Printing and Binding	8,672	6,932	22,575	22,575	22,575
Other Current Charges	6,405	21,562	12,800	12,800	33,710
Office Supplies	1,860	1,984	2,868	2,864	1,943
Operating Supplies	720	1,224	700	700	700
Books, Publications, Subs	1,934	1,462	3,765	3,765	3,500
<b>Total Operating Expenditures</b>	<b>34,990</b>	<b>46,937</b>	<b>59,010</b>	<b>58,714</b>	<b>81,993</b>

<b>Total Expenditures by Grouping</b>	<b>\$ 239,633</b>	<b>\$ 262,661</b>	<b>\$ 285,094</b>	<b>\$ 284,722</b>	<b>\$ 316,485</b>
---------------------------------------	-------------------	-------------------	-------------------	-------------------	-------------------

## **5 Year Budget Projection**

<b>EXPENDITURE GROUPING</b>	<b>2020-21 Projection</b>	<b>2021-22 Projection</b>	<b>2022-23 Projection</b>	<b>2023-24 Projection</b>	<b>2024-25 Projection</b>
Salaries	191,362	195,189	199,093	203,075	207,137
Benefits	48,970	51,158	53,451	55,853	58,371
Operating Expenditures	84,735	87,575	90,516	93,564	96,721
<b>Total Projection</b>	<b>\$ 325,067</b>	<b>\$ 333,923</b>	<b>\$ 343,060</b>	<b>\$ 352,492</b>	<b>\$ 362,228</b>

# Public Information - 1205

## Description

The Public Information department is the Communication division of the City and is responsible for disseminating news and informational items to the public through a variety of publications and media sources. The department prepares the City's bi-monthly newsletter known as Oviedo in the News; maintains the content of the City's website, Facebook page and Twitter accounts; coordinates "town meetings" and similar events that are held by City Council; and develops presentations for the City Manager, City Council members, and City Clerk to present to the public and other outside organizations.

## Oviedo in the News

"The Best Place to Live,  
Work, and Play!"

## Goals

- Continue to implement comprehensive citizen engagement practices.
- Develop and implement a Social Media Marketing Plan.

## Accomplishments

- See accomplishments for all City departments beginning on page 107.

## Personnel Summary

FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20
3.00	3.00	4.00	4.00	4.00

## Performance Outcomes

Measurement	FY 16-17 Actual	FY 17-18 Actual	FY 18-19 Budget	FY 19-20 Budget
<b><i>Workload Output</i></b>				
# of in-house requests for media assistance	345	841	550	437
# of press releases produced or press contract	4	1	10	8
# of publications/literature produced	43	34	30	30
# of e-blast notifications sent	96	106	140	100
# of social media posts (Twitter, Facebook)	2,222	2,523	2,600	2,700
<b><i>Effectiveness/Service Quality</i></b>				
Facebook followers	9,445	9,869	10,400	11,500
Twitter followers	1,804	2,016	2,600	2,500

# Public Information -1205

<b>EXPENDITURE GROUPING</b>	<b>FY 2016-17 Actuals</b>	<b>FY 2017-18 Actuals</b>	<b>FY 2018-19 Adopted</b>	<b>FY 2018-19 Amended</b>	<b>FY 2019-20 Adopted</b>
<b><u>SALARIES</u></b>					
Executive Salaries	29,077	123,599	127,308	127,308	131,127
Regular Salaries & Wages	48,773	50,236	80,092	80,092	109,940
Other Salaries & Wages	23,572	26,158	27,604	27,604	28,432
Overtime	2,089	9	-	-	-
FICA/Medicare Taxes	7,835	14,382	19,150	19,150	19,663
<b>Total Salaries</b>	<b>111,346</b>	<b>214,384</b>	<b>254,154</b>	<b>254,154</b>	<b>289,162</b>
<b><u>BENEFITS</u></b>					
Retirement Contributions	3,810	8,644	11,786	11,786	12,053
Health Insurance	12,667	32,160	46,866	46,866	47,973
Workers' Compensation	219	469	643	516	330
<b>Total Benefits</b>	<b>16,696</b>	<b>41,273</b>	<b>59,295</b>	<b>59,168</b>	<b>60,356</b>
<b><u>OPERATING EXPENDITURES</u></b>					
Other Contractual Services	12,235	5,388	10,133	12,534	12,945
Travel & Per-Diem	212	18	850	573	850
Communications & Freight	430	1,220	1,300	1,300	1,382
Freight & Postage Service	20	8	50	50	50
Utility Services	693	1,519	1,595	1,595	1,756
Rentals & Leases	795	1,060	1,060	1,060	1,060
Insurance	939	983	1,099	907	663
Repair and Maintenance	1,171	505	1,000	1,000	1,000
Printing and Binding	-	161	1,500	1,500	500
Promotional Activities	1,000	1,000	2,625	2,625	2,625
Other Current Charges	-	148	-	3,302	-
Office Supplies	455	447	465	742	708
Operating Supplies	2,237	523	1,150	1,150	1,600
Books, Publications, Subs	4,008	6,943	12,555	12,555	12,380
<b>Total Operating Expenditures</b>	<b>24,195</b>	<b>19,923</b>	<b>35,382</b>	<b>40,893</b>	<b>37,519</b>
<b>Total Expenditures by Grouping</b>	<b>\$ 152,237</b>	<b>\$ 275,580</b>	<b>\$ 348,831</b>	<b>\$ 354,215</b>	<b>\$ 387,037</b>

## **5 Year Budget Projection**

<b>EXPENDITURE GROUPING</b>	<b>2020-21 Projection</b>	<b>2021-22 Projection</b>	<b>2022-23 Projection</b>	<b>2023-24 Projection</b>	<b>2024-25 Projection</b>
Salaries	294,945	300,844	306,861	312,998	319,258
Benefits	63,022	65,815	68,741	71,807	75,019
Operating Expenditures	38,734	39,991	41,291	42,637	44,030
<b>Total Projection</b>	<b>\$ 396,701</b>	<b>\$ 406,650</b>	<b>\$ 416,894</b>	<b>\$ 427,442</b>	<b>\$ 438,307</b>

# Accounting & Fiscal Services - 1301

## Description

Accounting and Fiscal Services is responsible for maintaining the City's financial system, which include the collection and disbursement of all City funds, accounts payable, accounts receivable, bi-weekly payroll processing, debt & treasury operations and oversight of the City's investment portfolio. Accounting & Fiscal Services is also responsible for the coordination of the financial statement audit and preparation of the City's Comprehensive Annual Financial Report (CAFR), for coordinating and directing the development of the City's Annual Operating Budget and Ten-Year Capital Improvement Program (CIP), maintenance of the City's fixed asset system, grant compliance, preparation of special and quarterly reports and other mandated/required reports to City departments or other governmental agencies. The department maintains financial records based on standards prescribed by the Governmental Accounting Standards Board (GASB), and prepares financial statements in conformity with generally accepted accounting principles (GAAP). The Finance Director oversees the Accounting, Budgeting, Customer Service, and Purchasing Divisions and is responsible for City-wide compliance with financial policies, procedures and internal controls.



## Goals

- Increase the unassigned Fund Balance of the General Fund from 15% to 20%, building financial capacity and strength within the General Fund.
- Review payroll for continued development of electronic processing.
- Continued improvement/automation of labor-intensive processes.
- Continue to ensure financial health of the City through tax base diversification and growth; adequate financial reserves; comprehensive contract management; and prudent cost recovery practices.

## Accomplishments

- See accomplishments for all City departments beginning on page 107.

## Personnel Summary

FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20
5.47	6.70	7.70	7.70	7.70

## Performance Outcomes

Measurement	FY 16-17 Actual	FY 17-18 Actual	FY 18-19 Budget	FY 19-20 Budget
<b><i>Workload Output</i></b>				
# of invoices paid	23,206	23,847	25,000	25,000
# of payroll checks issued	463	434	500	400
Total # of transactions posted	162,933	166,213	165,000	165,000
<b><i>Effectiveness/Service Quality</i></b>				
Monthly closeout time (days)	32	42	30	30
% of invoices paid under 30 days	85.35%	88.09%	90.00%	90.00%

# Accounting & Fiscal Services - 1301

<b>EXPENDITURE GROUPING</b>	<b>FY 2016-17 Actuals</b>	<b>FY 2017-18 Actuals</b>	<b>FY 2018-19 Adopted</b>	<b>FY 2018-19 Amended</b>	<b>FY 2019-20 Adopted</b>
<b><u>SALARIES</u></b>					
Executive Salaries	110,541	113,856	117,726	117,726	126,230
Regular Salaries & Wages	184,065	171,164	303,944	303,944	317,969
Other Salaries & Wages	59,938	16,266	166,241	166,241	167,479
Overtime	3,453	402	2,500	2,500	1,000
Special Pay	74	-	-	-	74
FICA/Medicare Taxes	25,731	22,106	33,939	33,939	35,482
<b>Total Salaries</b>	<b>383,802</b>	<b>323,794</b>	<b>624,350</b>	<b>624,350</b>	<b>648,234</b>
<b><u>BENEFITS</u></b>					
Retirement Contributions	14,978	13,535	20,452	20,452	21,386
Health Insurance	64,080	60,553	96,299	96,299	98,528
Workers' Compensation	739	708	1,133	910	581
<b>Total Benefits</b>	<b>79,797</b>	<b>74,814</b>	<b>117,884</b>	<b>117,661</b>	<b>120,495</b>
<b><u>OPERATING EXPENDITURES</u></b>					
Professional Services	1,250	-	-	-	-
Accounting & Auditing	44,903	44,000	52,000	47,855	57,000
Other Contractual Services	351	3,715	500	2,100	500
Travel & Per-Diem	2,138	934	2,450	2,450	2,350
Communications & Freight	1,195	552	936	936	1,242
Freight & Postage Service	3,520	3,677	4,000	4,000	4,000
Utility Services	9,558	10,648	9,842	9,842	10,993
Rentals & Leases	1,362	1,210	908	908	908
Insurance	4,301	4,520	5,032	4,154	3,035
Printing and Binding	440	1,119	1,300	1,300	1,300
Other Current Charges	6,807	6,855	6,230	6,230	7,230
Office Supplies	1,516	2,309	2,250	2,246	2,153
Operating Supplies	1,703	1,705	2,760	6,905	3,693
Books, Publications, Subs	2,117	2,519	3,965	3,965	4,645
<b>Total Operating Expenditures</b>	<b>81,161</b>	<b>83,763</b>	<b>92,173</b>	<b>92,891</b>	<b>99,049</b>
<b>Total Expenditures by Grouping</b>	<b>\$ 544,760</b>	<b>\$ 482,371</b>	<b>\$ 834,407</b>	<b>\$ 834,902</b>	<b>\$ 867,778</b>

## **5 Year Budget Projection**

<b>EXPENDITURE GROUPING</b>	<b>2020-21 Projection</b>	<b>2021-22 Projection</b>	<b>2022-23 Projection</b>	<b>2023-24 Projection</b>	<b>2024-25 Projection</b>
Salaries	661,199	674,423	687,911	701,669	715,703
Benefits	125,896	131,555	137,485	143,701	150,215
Operating Expenditures	103,550	108,268	113,212	118,395	123,828
<b>Total Projection</b>	<b>\$ 890,645</b>	<b>\$ 914,245</b>	<b>\$ 938,608</b>	<b>\$ 963,765</b>	<b>\$ 989,746</b>

# Purchasing - 1302

## Description

Purchasing oversees the City's purchase order system for commodities and services exceeding \$1,000. Purchasing coordinates and develops formal bids; requests for proposals; oversees compliance with the City's Purchasing Ordinance, Purchasing Policy, Purchasing Card Program, State of Florida government purchasing requirements and accepted industry standards. Purchasing provides assistance to all internal customers on procurement matters ensuring that transactions are conducted in an open, competitive and consistent process. Purchasing is involved in contract review and coordination with legal services. Purchasing conducts the annual inventory of assets and coordinates disposal of surplus equipment. Purchasing also provides oversight and assistance with coordinating the required documentation and justification necessary to obtain reimbursement from FEMA and the State of Florida Department of Emergency Management.

**PURCHASING**

## Goals

- Continue to ensure financial health of the City through comprehensive contract management review.

## Accomplishments

- See accomplishments for all City departments beginning on page 107.

## Personnel Summary

FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20
1.00	1.00	1.00	1.00	1.00

## Performance Outcomes

Measurement	FY 16-17 Actual	FY 17-18 Actual	FY 18-19 Budget	FY 19-20 Budget
<b><i>Workload Output</i></b>				
# of purchase orders processed	592	382	550	650
# of RFP's and bids issued	10	11	12	15
# of requisitions returned before completion	172	104	90	100
# of p-card transactions	6,237	6,976	8,000	7,500
\$ value of City fixed assets	18,560,538	18,095,786	18,500,000	18,735,000
<b><i>Effectiveness/Service Quality</i></b>				
Average # of responses to RFP's and bids	3.96	8.13	5.50	7.00
% of requisitions returned before completion	29.00%	28.80%	28.00%	40.00%
Average processing time for a PO (days)	3.32	4.43	3.30	4.00

# Purchasing - 1302

<b>EXPENDITURE GROUPING</b>	<b>FY 2016-17 Actuals</b>	<b>FY 2017-18 Actuals</b>	<b>FY 2018-19 Adopted</b>	<b>FY 2018-19 Amended</b>	<b>FY 2019-20 Adopted</b>
<b><u>SALARIES</u></b>					
Regular Salaries & Wages	52,021	53,781	55,394	55,394	63,860
FICA/Medicare Taxes	3,497	3,711	3,803	3,803	4,339
<b>Total Salaries</b>	<b>55,518</b>	<b>57,492</b>	<b>59,197</b>	<b>59,197</b>	<b>68,199</b>
<b><u>BENEFITS</u></b>					
Retirement Contributions	2,601	2,689	2,770	2,770	3,193
Health Insurance	17,941	16,294	17,462	17,462	17,902
Workers' Compensation	112	126	136	109	70
<b>Total Benefits</b>	<b>20,654</b>	<b>19,109</b>	<b>20,368</b>	<b>20,341</b>	<b>21,165</b>
<b><u>OPERATING EXPENDITURES</u></b>					
Travel & Per-Diem	955	1,542	1,819	1,819	2,000
Communications & Freight	203	103	125	125	166
Freight & Postage Service	49	259	300	300	300
Utility Services	228	840	1,386	1,386	1,165
Rentals & Leases	446	303	303	303	303
Insurance	1,631	1,714	1,908	1,575	1,151
Printing and Binding	-	255	300	35	-
Other Current Charges	1,370	1,958	3,000	3,800	3,500
Office Supplies	568	510	1,060	775	461
Books, Publications, Subs	3,354	3,073	3,140	2,426	3,145
<b>Total Operating Expenditures</b>	<b>8,804</b>	<b>10,557</b>	<b>13,341</b>	<b>13,008</b>	<b>12,191</b>
<b>Total Expenditures by Grouping</b>	<b>\$ 84,976</b>	<b>\$ 87,158</b>	<b>\$ 92,906</b>	<b>\$ 92,546</b>	<b>\$ 101,555</b>

## **5 Year Budget Projection**

<b>EXPENDITURE GROUPING</b>	<b>2020-21 Projection</b>	<b>2021-22 Projection</b>	<b>2022-23 Projection</b>	<b>2023-24 Projection</b>	<b>2024-25 Projection</b>
Salaries	69,563	70,954	72,373	73,821	75,297
Benefits	22,130	23,141	24,200	25,311	26,476
Operating Expenditures	12,644	13,116	13,609	14,124	14,661
<b>Total Projection</b>	<b>\$ 104,336</b>	<b>\$ 107,211</b>	<b>\$ 110,183</b>	<b>\$ 113,256</b>	<b>\$ 116,435</b>

# Information Technology -1303

## **Description**

Information Technology (IT) is a support service that oversees all computer and automation activities of City government, including system enhancements, technical support, upgrades, and repairs to all City computer systems. IT is responsible for support and administration of the Wide Area Network (WAN/VPN) and Local Area Network (LAN) consisting of Windows based servers, Cisco unified communications system, over 250 desktop and laptop computers, and various network routers, switches, Wi-Fi, printers, and other peripherals.



In addition, IT provides support for all Central Square enterprise software applications including but not limited to: building permits, cash receipts, customer information systems, fixed assets, accounting/budgeting, land management, occupational licenses, purchasing/inventory, payroll/personnel, and fleet management.

## **Goals**

- Continue to expand e-government, including online services, GIS, and electronic records with emphasis on:
  - Maintaining a robust IT infrastructure that encourages citizen participation.
  - Expansion of GIS.

## **Accomplishments**

- See accomplishments for all City departments beginning on page 107.

## **Personnel Summary**

FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20
6.66	7.00	7.00	7.00	7.00

## **Performance Outcomes**

Measurement	FY 16-17 Actual	FY 17-18 Actual	FY 18-19 Budget	FY 19-20 Budget
<b><i>Workload Output</i></b>				
# total work orders	3,282	3,730	4,000	4,120
<b><i>Effectiveness/Service Quality</i></b>				
Cost per available license	5,173	4,254	5,775	5,593
Cost per City employee (FTE)	5,158	4,283	5,737	6,274

# Information Technology - 1303

<b>EXPENDITURE GROUPING</b>	<b>FY 2016-17 Actuals</b>	<b>FY 2017-18 Actuals</b>	<b>FY 2018-19 Adopted</b>	<b>FY 2018-19 Amended</b>	<b>FY 2019-20 Adopted</b>
<b><u>SALARIES</u></b>					
Executive Salaries	41,442	110,984	114,312	114,312	117,741
Regular Salaries & Wages	324,920	314,363	324,776	324,776	338,297
Overtime	5,073	2,688	6,218	6,218	4,400
Special Pay	-	213	-	-	223
FICA/Medicare Taxes	26,226	30,625	32,133	32,133	31,577
<b>Total Salaries</b>	<b>397,661</b>	<b>458,873</b>	<b>477,439</b>	<b>477,439</b>	<b>492,238</b>
<b><u>BENEFITS</u></b>					
Retirement Contributions	14,692	17,329	18,319	18,319	18,876
Health Insurance	98,354	96,586	105,544	105,544	122,192
Workers' Compensation	790	969	1,056	848	541
<b>Total Benefits</b>	<b>113,836</b>	<b>114,884</b>	<b>124,919</b>	<b>124,711</b>	<b>141,609</b>
<b><u>OPERATING EXPENDITURES</u></b>					
Other Contractual Services	2,659	21,138	34,400	34,400	15,000
Travel & Per-Diem	770	963	7,472	7,472	5,683
Communications & Freight	53,512	42,712	42,261	43,124	50,530
Freight & Postage Service	197	46	400	400	400
Utility Services	5,548	6,586	6,312	6,312	6,942
Rentals & Leases	2,163	1,528	3,320	3,395	4,777
Insurance	4,058	4,257	4,592	3,791	2,770
Repair and Maintenance	497,316	569,789	596,734	596,659	615,744
Other Current Charges	17	84	100	100	100
Office Supplies	1,261	920	1,165	1,165	1,165
Operating Supplies	11,988	7,016	18,080	18,080	16,080
Books, Publications, Subs	29,814	2,440	31,415	31,415	32,670
<b>Total Operating Expenditures</b>	<b>609,303</b>	<b>657,479</b>	<b>746,251</b>	<b>746,313</b>	<b>751,861</b>
<b>Total Expenditures by Grouping</b>	<b>\$ 1,120,800</b>	<b>\$ 1,231,236</b>	<b>\$ 1,348,609</b>	<b>\$ 1,348,463</b>	<b>\$ 1,385,708</b>

## **5 Year Budget Projection**

<b>EXPENDITURE GROUPING</b>	<b>2020-21 Projection</b>	<b>2021-22 Projection</b>	<b>2022-23 Projection</b>	<b>2023-24 Projection</b>	<b>2024-25 Projection</b>
Salaries	502,083	512,124	522,367	532,814	543,471
Benefits	148,139	154,986	162,165	169,693	177,587
Operating Expenditures	774,790	798,429	822,802	847,932	873,843
<b>Total Projection</b>	<b>\$ 1,425,012</b>	<b>\$ 1,465,540</b>	<b>\$ 1,507,334</b>	<b>\$ 1,550,439</b>	<b>\$ 1,594,900</b>

# Management Services - 1305

## **Description**

The Management and Budget Office is a support service of City government responsible for coordinating and directing the development of the City's Annual Operating Budget and Ten-Year Capital Improvement Program (CIP). The department prepares and provides to the City Council the Quarterly Prospectus which evaluates the City's overall Budget to Actual Expenditures and Revenues at a point in time, and provides an updated status on the City's Strategic Plan. The City participates in the Florida Benchmark Consortium and the City's Performance Outcome System is evaluated and maintained by the Management Services Department.

The Management Services division was dissolved in FY 2016/17. Personnel and operating expenses related to Management Services and Benchmarking were allocated to department/division 1205, while personnel and operating expenses related to budget support were allocated to department/division 1301.

## **Personnel Summary**

<b>FY 15-16</b>	<b>FY 16-17</b>	<b>FY 17-18</b>	<b>FY 18-19</b>	<b>FY 19-20</b>
1.00	1.00	0.00	0.00	0.00

# Management Services - 1305

<b>EXPENDITURE GROUPING</b>	<b>FY 2016-17 Actuals</b>	<b>FY 2017-18 Actuals</b>	<b>FY 2018-19 Adopted</b>	<b>FY 2018-19 Amended</b>	<b>FY 2019-20 Adopted</b>
<b><u>OPERATING EXPENDITURES</u></b>					
Professional Services	9,880	-	-	-	-
Communications & Freight	358	-	-	-	-
Freight & Postage Service	30	-	-	-	-
Utility Services	693	130	-	-	-
Rentals & Leases	795	-	-	-	-
Insurance	463	-	-	-	-
Other Current Charges	1,352	-	-	-	-
Office Supplies	213	-	-	-	-
<b>Total Operating Expenditures</b>	<b>13,784</b>	<b>130</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Expenditures by Grouping</b>	<b>\$ 13,784</b>	<b>\$ 130</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

# City Attorney - 1400

## **Description**

The office of City Attorney is a contracted service responsible for providing legal advice and recommendations to City Council, City staff, and to the various advisory and quasi-judicial boards. In addition, the City Attorney's office is responsible for all litigation brought against or on behalf of the City. The office communicates the City's position on various legislative matters to State legislative bodies and participates in the land code development process. The City Attorney is guided by the following principles and goals:

1. Provide legal opinions and support to City Council and staff in a timely manner;
2. Keep City laws and policies in compliance with current law;
3. Keep City Council and management staff apprised of new developments in statutory, regulatory, and decisional law;
4. Assist City Council and management staff in avoiding litigation and claims to the maximum extent possible;
5. Successfully defend/prosecute litigation involving the City in a cost-effective manner.

# City Attorney - 1400

<b>EXPENDITURE GROUPING</b>	<b>FY 2016-17 Actuals</b>	<b>FY 2017-18 Actuals</b>	<b>FY 2018-19 Adopted</b>	<b>FY 2018-19 Amended</b>	<b>FY 2019-20 Adopted</b>
<b><u>OPERATING EXPENDITURES</u></b>					
Professional Services	228,411	199,547	243,000	243,000	268,440
Other Current Charges	426	-	-	-	-
<b>Total Operating Expenditures</b>	<b>228,837</b>	<b>199,547</b>	<b>243,000</b>	<b>243,000</b>	<b>268,440</b>
<b>Total Expenditures by Grouping</b>	<b>\$ 228,837</b>	<b>\$ 199,547</b>	<b>\$ 243,000</b>	<b>\$ 243,000</b>	<b>\$ 268,440</b>

## **5 Year Budget Projection**

<b>EXPENDITURE GROUPING</b>	<b>2020-21 Projection</b>	<b>2021-22 Projection</b>	<b>2022-23 Projection</b>	<b>2023-24 Projection</b>	<b>2024-25 Projection</b>
Operating Expenditures	276,493	284,788	293,332	302,132	311,196
<b>Total Projection</b>	<b>\$ 276,493</b>	<b>\$ 284,788</b>	<b>\$ 293,332</b>	<b>\$ 302,132</b>	<b>\$ 311,196</b>

# Development Services Administration - 1500

## **Description**

Under the direction of the Development Services Director, Administration is responsible for overseeing and providing managerial support for the Planning, Development Review, Code Enforcement, and Building Services Divisions. The Director also serves as liaison to the Local Planning Agency (LPA), the Public Arts Board, and interprets the provisions of the Land Development Code (LDC).

The Director serves as the staff liaison with the City's economic development consultant to ensure that the tasks assigned to the consultant relating to the implementation of the Economic Development Strategic Plan, business retention and recruitment, and the creation of a Community Redevelopment Agency (CRA) is completed in accordance with approved work plans and contracts.



In addition, the Administration staff represents the City at community meetings, serves as liaison with Seminole County, the School Board, and other cities and participates in various regional, state, and legislative committees. The Director is also responsible for coordinating special projects, such as amendments to the Land Development Code and the Comprehensive Plan.

The Development Service Departments main task is to ensure development in the City complies with the Comprehensive Plan, the Land Development Code and other related Ordinances while providing great customer service to all stakeholders involved in the City's development.

## **Goals**

- Development of various districts and "Green Impact Overlays" to encourage more distinctive development and redevelopment and broadly promote the goal of sustainability.
- Develop a City plan to merge the character of the Historic Downtown with the City's new Downtown.
- Foster connectivity for all types of vehicles; increase biking and walking options.
- Modify land development regulations to incorporate a parking management approach instead of strict parking requirements.
- Develop resources and awareness of resources to support beautification efforts.

## **Accomplishments**

- See accomplishments for all City departments beginning on page 107.

## **Personnel Summary**

FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20
2.00	2.00	2.00	2.00	2.00

# Development Services Administration - 1500

EXPENDITURE GROUPING	FY 2016-17 Actuals	FY 2017-18 Actuals	FY 2018-19 Adopted	FY 2018-19 Amended	FY 2019-20 Adopted
<b><u>SALARIES</u></b>					
Executive Salaries	93,960	99,184	105,060	105,060	112,253
Regular Salaries & Wages	29,021	30,634	32,540	32,540	33,722
Overtime	91	608	484	484	880
Special Pay	-	-	74	74	-
FICA/Medicare Taxes	9,302	9,788	10,525	10,525	11,194
<b>Total Salaries</b>	<b>132,374</b>	<b>140,214</b>	<b>148,683</b>	<b>148,683</b>	<b>158,049</b>
<b><u>BENEFITS</u></b>					
Retirement Contributions	6,154	6,423	6,908	6,908	7,343
Health Insurance	9,720	12,050	13,159	13,159	13,450
Workers' Compensation	264	301	337	271	173
<b>Total Benefits</b>	<b>16,138</b>	<b>18,774</b>	<b>20,404</b>	<b>20,338</b>	<b>20,966</b>
<b><u>OPERATING EXPENDITURES</u></b>					
Travel & Per-Diem	1,186	1,866	2,523	2,523	2,523
Communications & Freight	435	270	250	250	332
Freight & Postage Service	-	-	50	50	50
Utility Services	7,328	7,956	8,652	8,652	8,215
Rentals & Leases	564	477	3,495	3,495	3,501
Insurance	1,688	1,774	1,974	1,630	1,191
Printing and Binding	39	70	78	78	78
Other Current Charges	-	600	2,050	2,050	2,050
Office Supplies	3,668	6,445	2,141	2,137	1,974
Operating Supplies	1,057	881	1,000	1,000	1,000
Books, Publications, Subs	2,108	1,910	2,613	2,613	2,638
<b>Total Operating Expenditures</b>	<b>18,073</b>	<b>22,249</b>	<b>24,826</b>	<b>24,478</b>	<b>23,552</b>
<b>Total Expenditures by Grouping</b>	<b>\$ 166,585</b>	<b>\$ 181,237</b>	<b>\$ 193,913</b>	<b>\$ 193,499</b>	<b>\$ 202,567</b>

## **5 Year Budget Projection**

EXPENDITURE GROUPING	2020-21 Projection	2021-22 Projection	2022-23 Projection	2023-24 Projection	2024-25 Projection
Salaries	161,210	164,434	167,723	171,077	174,499
Benefits	21,799	22,670	23,580	24,532	25,527
Operating Expenditures	24,552	25,599	26,695	27,842	29,043
<b>Total Projection</b>	<b>\$ 207,562</b>	<b>\$ 212,704</b>	<b>\$ 217,998</b>	<b>\$ 223,452</b>	<b>\$ 229,070</b>

# Comprehensive Planning - 1501

## **Description**

The Planning Division is responsible for monitoring compliance with and administering the City's Comprehensive Plan in accordance with Chapter 163, Florida Statutes, and Chapter 9J-5, Florida Administrative Code.

The Planning Division is responsible for:

- 1) Review of Comprehensive Plan amendments;
- 2) Coordination with various regional and State agencies;
- 3) Review projects for consistency with the City's zoning map, Land Development Code and Comprehensive Plan;
- 4) Making sure that adequate infrastructure and basic services are available to support new development;
- 5) Assisting developers and residents in complying with the City's Comprehensive Plan and Land Dev. Codes.

Planning Division processes applications for future land use map amendments, zoning map amendments, annexations, special exception use orders, building and zoning deviations, zoning letters, special events, and other applications. In addition, the Planning Division provides technical data and recommendations for land development proposals to the City Council and the Local Planning Agency. Staff is responsible for assessing impact fees and coordinating the annual revision of the City's impact fees.

## **Goals**

- Ensure that development or redevelopment is done in a sustainable manner.
- Foster redevelopment of business and commercial areas, as well as the historic downtown.
- Revise the City codes to promote redevelopment; continue to enhance business relocation services.
- Pursue annexation where economically beneficial.

## **Accomplishments**

- See accomplishments for all City departments beginning on page 107.

## **Personnel Summary**

FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20
3.00	3.00	4.00	4.00	4.00

## **Performance Outcomes**

Measurement	FY 16-17 Actual	FY 17-18 Actual	FY 18-19 Budget	FY 19-20 Budget
<b><i>Workload Output</i></b>				
# of large-scale comp plan applications	0	1	0	3
# of rezoning applications	7	2	0	4
# of deviation applications	6	14	8	25
# of special event applications	36	33	48	30
BTR's processed	4,004	4,056	1,880	4,284
<b><i>Effectiveness/Service Quality</i></b>				
Average # of days to process applications:				
Large scale CPA	0	150	150	150
Small scale CPA	120	0	120	120
Rezoning application	200	150	150	150

# Comprehensive Planning - 1501

EXPENDITURE GROUPING	FY 2016-17 Actuals	FY 2017-18 Actuals	FY 2018-19 Adopted	FY 2018-19 Amended	FY 2019-20 Adopted
<b><u>SALARIES</u></b>					
Regular Salaries & Wages	153,850	180,492	198,724	198,724	214,577
Other Salaries & Wages	12,818	3,041	-	2,500	-
Overtime	978	4	4,850	2,350	4,500
Special Pay	-	178	-	-	223
FICA/Medicare Taxes	12,709	13,376	14,833	14,833	15,350
<b>Total Salaries</b>	<b>180,355</b>	<b>197,091</b>	<b>218,407</b>	<b>218,407</b>	<b>234,650</b>
<b><u>BENEFITS</u></b>					
Retirement Contributions	7,636	9,025	10,179	10,179	10,573
Health Insurance	27,204	44,362	54,132	54,132	55,273
Workers' Compensation	657	1,508	1,645	1,321	844
Unemployment	-	-	-	-	-
<b>Total Benefits</b>	<b>35,497</b>	<b>54,895</b>	<b>65,956</b>	<b>65,632</b>	<b>66,690</b>
<b><u>OPERATING EXPENDITURES</u></b>					
Professional Services	8,981	81,036	54,100	97,035	207,800
Travel & Per-Diem	982	1,812	2,130	2,130	3,112
Communications & Freight	1,178	517	624	624	829
Freight & Postage Service	1,808	1,774	3,000	3,000	2,000
Rentals & Leases	1,393	1,272	1,272	1,272	1,272
Insurance	2,532	2,661	2,962	2,445	1,787
Printing and Binding	660	595	781	781	503
Other Current Charges	14,210	5,079	22,090	22,090	13,280
Office Supplies	2,008	1,912	1,858	1,858	1,783
Operating Supplies	555	499	640	290	290
Books, Publications, Subs	2,442	1,998	3,225	3,575	4,903
<b>Total Operating Expenditures</b>	<b>36,749</b>	<b>99,155</b>	<b>92,682</b>	<b>135,100</b>	<b>237,559</b>
<b>Total Expenditures by Grouping</b>	<b>\$ 252,601</b>	<b>\$ 351,141</b>	<b>\$ 377,045</b>	<b>\$ 419,139</b>	<b>\$ 538,899</b>

## **5 Year Budget Projection**

EXPENDITURE GROUPING	2020-21 Projection	2021-22 Projection	2022-23 Projection	2023-24 Projection	2024-25 Projection
Salaries	239,343	244,130	249,012	253,993	259,073
Benefits	69,733	72,923	76,269	79,777	83,457
Operating Expenditures	244,801	252,268	259,968	267,909	276,099
<b>Total Projection</b>	<b>\$ 553,876</b>	<b>\$ 569,321</b>	<b>\$ 585,249</b>	<b>\$ 601,679</b>	<b>\$ 618,629</b>

# Development Review - 1502

## **Description**

The Development Review Division is responsible for site plan reviews, architectural plan reviews, and the permitting of development applications through a coordinated review process. The process ensures compliance with the City's Comprehensive Plan, Land Development Code, and related ordinances. The Development Review Division also coordinates pre-application meetings, pre-construction meetings, progress meetings, reviews building permit applications, deviations, plats, special exception use orders, master land use plans, development agreements, and schedules and provides technical data and recommendations for amendments to the Land Development Code (LDC), City Council and the Local Planning Agency (LPA). The program acts as liaison to Metroplan - Orlando on pedestrian and bike issues, to the Lynx Regional Working Group, and the Seminole County Sun Rail Working Group.

## **Goals**

- Ensure that development or redevelopment is done in a sustainable manner.
- Foster connectivity for all types of vehicles; increase biking and walking options.
- Develop a more uniquely identifiable and attractive City.
- Continue to develop Oviedo on the Park.

## **Accomplishments**

- See accomplishments for all City departments beginning on page 107.

## **Personnel Summary**

<b>FY 15-16</b>	<b>FY 16-17</b>	<b>FY 17-18</b>	<b>FY 18-19</b>	<b>FY 19-20</b>
3.00	3.00	3.00	3.00	3.00

## **Performance Outcomes**

<b>Measurement</b>	<b>FY 16-17 Actual</b>	<b>FY 17-18 Actual</b>	<b>FY 18-19 Budget</b>	<b>FY 19-20 Budget</b>
<b><i>Workload Output</i></b>				
Number of applications received:				
Sufficiency	47	77	47	50
Compliance reviews	45	33	47	45
<b><i>Effectiveness/Service Quality</i></b>				
Average # of days to conduct reviews:				
Sufficiency	1.03	1.24	2.00	2.00
Compliance reviews	26.58	27.79	28.00	28.00

# Development Review - 1502

<b>EXPENDITURE GROUPING</b>	<b>FY 2016-17 Actuals</b>	<b>FY 2017-18 Actuals</b>	<b>FY 2018-19 Adopted</b>	<b>FY 2018-19 Amended</b>	<b>FY 2019-20 Adopted</b>
<b><u>SALARIES</u></b>					
Regular Salaries & Wages	162,412	124,402	178,244	178,244	184,563
Overtime	72	56	478	478	345
FICA/Medicare Taxes	12,242	9,351	13,602	13,602	14,777
<b>Total Salaries</b>	<b>174,726</b>	<b>133,809</b>	<b>192,324</b>	<b>192,324</b>	<b>199,685</b>
<b><u>BENEFITS</u></b>					
Retirement Contributions	8,010	6,126	8,936	8,936	9,750
Health Insurance	22,933	23,722	37,340	37,340	38,132
Workers' Compensation	318	287	436	350	224
<b>Total Benefits</b>	<b>31,261</b>	<b>30,135</b>	<b>46,712</b>	<b>46,626</b>	<b>48,106</b>
<b><u>OPERATING EXPENDITURES</u></b>					
Professional Services	29,849	12,215	60,800	54,186	30,800
Travel & Per-Diem	702	466	1,953	1,953	1,953
Communications & Freight	799	517	125	125	166
Freight & Postage Service	90	106	200	200	200
Rentals & Leases	1,393	1,272	1,272	1,272	1,272
Insurance	2,532	2,661	2,963	2,446	1,787
Printing and Binding	500	172	517	517	517
Other Current Charges	1,935	1,006	1,860	1,860	2,010
Office Supplies	2,002	2,158	1,993	1,993	1,833
Operating Supplies	299	1,030	400	400	400
Books, Publications, Subs	2,036	1,566	2,958	2,958	3,068
<b>Total Operating Expenditures</b>	<b>42,137</b>	<b>23,169</b>	<b>75,041</b>	<b>67,910</b>	<b>44,006</b>
<b>Total Expenditures by Grouping</b>	<b>\$ 248,124</b>	<b>\$ 187,113</b>	<b>\$ 314,077</b>	<b>\$ 306,860</b>	<b>\$ 291,797</b>

## **5 Year Budget Projection**

<b>EXPENDITURE GROUPING</b>	<b>2020-21 Projection</b>	<b>2021-22 Projection</b>	<b>2022-23 Projection</b>	<b>2023-24 Projection</b>	<b>2024-25 Projection</b>
Salaries	203,679	207,752	211,907	216,145	220,468
Benefits	50,226	52,446	54,772	57,208	59,761
Operating Expenditures	45,441	46,927	48,467	50,064	51,718
<b>Total Projection</b>	<b>\$ 299,345</b>	<b>\$ 307,125</b>	<b>\$ 315,146</b>	<b>\$ 323,417</b>	<b>\$ 331,947</b>

# Engineering & Inspection Services - 1901

## **Description**

Public Works Administration includes Engineering and Inspection Services. It is responsible for coordinating and managing all City capital improvement projects from conceptual design through final construction, including:

- 1) Serving as liaison with consulting engineers for engineering and design services;
- 2) Bidding, construction, and project management of road, drainage, water and sewer, beautification, and other capital improvement projects identified in the City's 10 Year Capital Improvements Program (CIP);
- 3) Survey, mapping, and in-house design of projects that are not contracted to engineering consultants;
- 4) Monitoring, inspecting, and providing general oversight of projects under construction;
- 5) Obtaining professional technical services through the competitive bid process in accordance with the provisions of 287.55, Florida Statutes;
- 6) Management of contractual obligations for all awarded contracts.

In FY 2017-18, all personnel and operating expenses were moved from the General Fund, department/division 1901, and transferred to Water and Sewer Utility Fund in department/division 3300.

## **Personnel Summary**

<b>FY 15-16</b>	<b>FY 16-17</b>	<b>FY 17-18</b>	<b>FY 18-19</b>	<b>FY 19-20</b>
2.10	4.00	0.00	0.00	0.00

# Engineering & Inspection Services - 1901

<b>EXPENDITURE GROUPING</b>	<b>FY 2016-17 Actuals</b>	<b>FY 2017-18 Actuals</b>	<b>FY 2018-19 Adopted</b>	<b>FY 2018-19 Amended</b>	<b>FY 2019-20 Adopted</b>
<b><u>SALARIES</u></b>					
Regular Salaries & Wages	232,765	-	-	-	-
Overtime	7,655	-	-	-	-
Special Pay	223	-	-	-	-
FICA/Medicare Taxes	17,336	-	-	-	-
<b>Total Salaries</b>	<b>257,979</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b><u>BENEFITS</u></b>					
Retirement Contributions	10,527	-	-	-	-
Health Insurance	53,518	-	-	-	-
Workers' Compensation	4,256	-	-	-	-
<b>Total Benefits</b>	<b>68,301</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b><u>OPERATING EXPENDITURES</u></b>					
Travel & Per-Diem	200	-	-	-	-
Communications & Freight	7,307	155	-	-	-
Freight & Postage Service	9	-	-	-	-
Utility Services	4,697	-	-	-	-
Rentals & Leases	5,743	-	-	-	-
Insurance	3,811	-	-	-	-
Repair and Maintenance	7,270	-	-	-	-
Other Current Charges	304	-	-	-	-
Office Supplies	3,832	44	-	-	-
Operating Supplies	6,857	10	-	-	-
Books, Publications, Subs	887	-	-	-	-
<b>Total Operating Expenditures</b>	<b>40,917</b>	<b>209</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Expenditures by Grouping</b>	<b>\$ 367,197</b>	<b>\$ 209</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

# General Facility Maintenance - 1910

## **Description**

General Facility Maintenance is a support service function of City government. It provides repair and maintenance services for seven (7) City buildings and structures (excluding City parks and recreation facilities). The services provided include janitorial, routine electrical, plumbing, carpentry, air conditioning, painting, and miscellaneous repairs and is responsible for oversight and monitoring of contracted services for electrical, extermination, and air conditioning.

In FY 2017-18, all personnel and operating expense were moved from department/division 1910 and transferred to department/division 7210.

## **Personnel Summary**

<b>FY 15-16</b>	<b>FY 16-17</b>	<b>FY 17-18</b>	<b>FY 18-19</b>	<b>FY 19-20</b>
4.50	4.50	0.00	0.00	0.00

# General Facility Maintenance - 1910

<b>EXPENDITURE GROUPING</b>	<b>FY 2016-17 Actuals</b>	<b>FY 2017-18 Actuals</b>	<b>FY 2018-19 Adopted</b>	<b>FY 2018-19 Amended</b>	<b>FY 2019-20 Adopted</b>
<b><u>SALARIES</u></b>					
Executive Salaries	-	-	-	-	-
Regular Salaries & Wages	159,850	-	-	-	-
Overtime	4,479	-	-	-	-
Special Pay	74	-	-	-	-
FICA/Medicare Taxes	12,193	-	-	-	-
<b>Total Salaries</b>	<b>176,596</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b><u>BENEFITS</u></b>					
Retirement Contributions	8,216	-	-	-	-
Health Insurance	46,776	-	-	-	-
Workers' Compensation	5,682	-	-	-	-
<b>Total Benefits</b>	<b>60,674</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b><u>OPERATING EXPENDITURES</u></b>					
Professional Services	2,914	-	-	-	-
Other Contractual Services	24,805	1,850	-	-	-
Communications & Freight	2,776	-	-	-	-
Rentals & Leases	20,812	-	-	-	-
Insurance	17,240	-	-	-	-
Repair and Maintenance	62,390	5,655	-	-	-
Other Current Charges	13	2	-	-	-
Operating Supplies	26,954	-	-	-	-
<b>Total Operating Expenditures</b>	<b>157,904</b>	<b>7,507</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Expenditures by Grouping</b>	<b>\$ 395,174</b>	<b>\$ 7,507</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

# Police Administration & Accreditation - 2100

## Description

Police Administration provides the managerial support as well as command, control, and guidance to the Oviedo Police Department's six program areas: Community Policing/Patrol; Records; Community Involvement/Outreach; Criminal Investigations; Community Response Team and Training. Administration's role is focused on upholding and supporting all federal, state and municipal laws; safeguarding and respecting the constitutional rights of citizens and improving the quality of life in the Oviedo community.

Police Administration also includes the Department's Professional Standards Unit (responsible for Internal Affairs, Public Information Officer and Accreditation).



## Goals

- Be one of the safest communities in the region.
- Provide leadership on critical local and regional issues.
- Maintain up-to-date equipment and appropriate facilities with emphasis on the funding a vehicle replacement program and planning for a new Public Headquarters.
- Ensure a high level of readiness to manage and recover from disasters.
- Development of a new Emergency Operations Center (EOC).
- Periodic review and updating of the strategic plan.

## Accomplishments

- See accomplishments for all City departments beginning on page 107.

## Personnel Summary

FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20
7.00	7.00	7.00	7.00	7.00

## Performance Outcomes

Measurement	FY 16-17 Actual	FY 17-18 Actual	FY 18-19 Budget	FY 19-20 Budget
<b><i>Workload Output</i></b>				
# of internal complaints investigated	11	18	18	18
# of citizen complaints filed	6	7	7	7
<b><i>Efficiency</i></b>				
Police expenses per capita (department wide)	215	208	231	243

# Police Administration & Accreditation - 2100

<b>EXPENDITURE GROUPING</b>	<b>FY 2016-17 Actuals</b>	<b>FY 2017-18 Actuals</b>	<b>FY 2018-19 Adopted</b>	<b>FY 2018-19 Amended</b>	<b>FY 2019-20 Adopted</b>
<b><u>SALARIES</u></b>					
Executive Salaries	119,299	133,167	118,890	118,890	126,600
Regular Salaries & Wages	444,286	468,790	448,545	448,545	450,741
Overtime	3,084	1,691	1,200	1,900	2,000
Special Pay	10,531	10,892	9,490	9,490	9,787
FICA/Medicare Taxes	43,004	45,428	42,176	42,176	43,258
<b>Total Salaries</b>	<b>620,204</b>	<b>659,968</b>	<b>620,301</b>	<b>621,001</b>	<b>632,386</b>
<b><u>BENEFITS</u></b>					
Retirement Contributions	64,545	72,680	60,624	60,624	67,562
Health Insurance	80,673	96,111	106,537	106,537	104,740
Workers' Compensation	14,448	15,514	16,798	13,488	8,619
<b>Total Benefits</b>	<b>159,666</b>	<b>184,305</b>	<b>183,959</b>	<b>180,649</b>	<b>180,921</b>
<b><u>OPERATING EXPENDITURES</u></b>					
Professional Services	4,680	3,890	3,720	3,420	3,720
Other Contractual Services	-	-	-	-	1,600
Travel & Per-Diem	4,682	6,184	9,150	9,150	10,650
Communications & Freight	29,726	28,549	29,680	29,680	32,197
Freight & Postage Service	2,243	1,732	1,800	1,800	1,800
Utility Services	25,606	29,803	30,999	30,999	32,215
Rentals & Leases	14,481	20,870	19,907	19,907	19,907
Insurance	6,344	6,666	7,422	6,128	4,477
Repair and Maintenance	16,303	8,668	14,988	14,988	15,069
Printing and Binding	140	205	150	150	150
Promotional Activities	-	483	300	300	1,500
Other Current Charges	10	64	70	70	70
Office Supplies	2,830	3,008	2,539	2,534	2,640
Operating Supplies	21,143	11,543	12,707	14,207	12,965
Books, Publications, Subs	9,502	16,284	17,680	16,280	17,440
<b>Total Operating Expenditures</b>	<b>137,690</b>	<b>137,949</b>	<b>151,112</b>	<b>149,613</b>	<b>156,400</b>
<b>Total Expenditures by Grouping</b>	<b>\$ 917,560</b>	<b>\$ 982,222</b>	<b>\$ 955,372</b>	<b>\$ 951,263</b>	<b>\$ 969,707</b>

## **5 Year Budget Projection**

<b>EXPENDITURE GROUPING</b>	<b>2020-21 Projection</b>	<b>2021-22 Projection</b>	<b>2022-23 Projection</b>	<b>2023-24 Projection</b>	<b>2024-25 Projection</b>
Salaries	645,034	657,934	671,093	684,515	698,205
Benefits	188,199	195,821	203,804	212,169	220,936
Operating Expenditures	162,358	168,565	175,033	181,772	188,797
<b>Total Projection</b>	<b>\$ 995,591</b>	<b>\$ 1,022,320</b>	<b>\$ 1,049,930</b>	<b>\$ 1,078,457</b>	<b>\$ 1,107,938</b>

# Community Policing & Patrol - 2101

## Description

Community Policing/Patrol is the core law enforcement function of the Oviedo Police Department that provides an array of law enforcement services focusing on: responding to calls for service by the public both emergency and non-emergency in nature, the protection of life and property; prevention of crime; apprehension of criminals and traffic control. Community Policing responds to approximately 45,000 calls for service annually, conducts over 15,000 traffic stops and provides for area business checks under a program known as Night Eyes.



## Goals

- Be one of the safest communities in the region.
- Maintain traffic safety.
- Focus on crime prevention, community awareness, and other community policing activities.
- Use and update technology for crime prevention.
- Maintain presence on social media in order to inform the community of events and police.
- Maintain police response levels at superior levels.

## Accomplishments

- See accomplishments for all City departments beginning on page 107.

## Personnel Summary

FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20
42.00	44.00	44.00	44.00	45.00

## Performance Outcomes

Measurement	FY 16-17 Actual	FY 17-18 Actual	FY 18-19 Budget	FY 19-20 Budget
<b><i>Workload Output</i></b>				
Total calls for service	48,853	43,902	45,206	46,562
# of citations issued (written)	6,277	8,086	8,329	8,579
# of part 1 crimes	496	461	475	489
# of traffic stops	16,247	18,511	19,066	19,638
Total # of reports generated	3,995	4,321	4,451	4,585
<b><i>Effectiveness/Service Quality</i></b>				
Average response time to priority 1 calls	3.54	2.96	3.05	3.14
False alarm calls as a % of total calls	3.93%	4.23%	4.23%	4.23%
Part 1 crime rate per 1,000 population	13.36	12.23	11.95	12.31
<b><i>Efficiency</i></b>				
Cost per call	83.19	87.56	104.54	104.16

# Community Policing & Patrol - 2101

<b>EXPENDITURE GROUPING</b>	<b>FY 2016-17 Actuals</b>	<b>FY 2017-18 Actuals</b>	<b>FY 2018-19 Adopted</b>	<b>FY 2018-19 Amended</b>	<b>FY 2019-20 Adopted</b>
<b><u>SALARIES</u></b>					
Regular Salaries & Wages	2,157,238	2,318,948	2,605,786	2,605,786	2,710,140
Other Salaries & Wages	40	-	-	-	-
Overtime	195,407	152,120	130,000	130,000	155,000
Special Pay	38,930	39,350	36,192	36,192	40,437
FICA/Medicare Taxes	174,169	181,565	200,526	200,526	210,273
Active Military Pay	1,278	1,938	-	-	-
<b>Total Salaries</b>	<b>2,567,062</b>	<b>2,693,921</b>	<b>2,972,504</b>	<b>2,972,504</b>	<b>3,115,850</b>
<b><u>BENEFITS</u></b>					
Retirement Contributions	319,580	340,453	347,493	347,493	397,308
Health Insurance	489,536	548,287	660,247	660,247	671,363
Workers' Compensation	75,749	82,417	93,856	75,364	48,155
Unemployment	275	-	-	-	-
<b>Total Benefits</b>	<b>885,140</b>	<b>971,157</b>	<b>1,101,596</b>	<b>1,083,104</b>	<b>1,116,826</b>
<b><u>OPERATING EXPENDITURES</u></b>					
Professional Services	4,125	2,741	4,530	4,530	7,000
Travel & Per-Diem	1,034	2,707	5,400	5,400	5,400
Communications & Freight	10,099	11,200	11,533	11,533	26,387
Freight & Postage Service	24	110	100	100	200
Rentals & Leases	215,079	205,466	235,473	235,473	282,358
Insurance	54,763	55,118	59,206	48,880	35,717
Repair and Maintenance	97,337	109,590	105,008	111,128	157,758
Printing and Binding	3,396	2,900	2,780	2,780	3,200
Other Current Charges	366	229	500	500	500
Office Supplies	1,073	837	951	951	930
Operating Supplies	215,870	239,278	205,225	222,330	240,839
Books, Publications, Subs	1,940	2,736	3,835	3,835	3,995
<b>Total Operating Expenditures</b>	<b>605,106</b>	<b>632,912</b>	<b>634,541</b>	<b>647,440</b>	<b>764,284</b>
<b><u>CAPITAL</u></b>					
Capital Assets	7,008	-	-	-	119,000
<b>Total Capital</b>	<b>7,008</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>119,000</b>
<b>Total Expenditures by Grouping</b>	<b>\$ 4,064,316</b>	<b>\$ 4,297,990</b>	<b>\$ 4,708,641</b>	<b>\$ 4,703,048</b>	<b>\$ 5,115,960</b>

## **5 Year Budget Projection**

<b>EXPENDITURE GROUPING</b>	<b>2020-21 Projection</b>	<b>2021-22 Projection</b>	<b>2022-23 Projection</b>	<b>2023-24 Projection</b>	<b>2024-25 Projection</b>
Salaries	3,178,167	3,241,730	3,306,565	3,372,696	3,440,150
Benefits	1,162,193	1,209,705	1,259,474	1,311,619	1,366,264
Operating Expenditures	794,646	826,343	859,442	894,013	930,127
<b>Total Projection</b>	<b>\$ 5,135,005</b>	<b>\$ 5,277,778</b>	<b>\$ 5,425,482</b>	<b>\$ 5,578,328</b>	<b>\$ 5,736,541</b>

# Police Records - 2103

## **Description**

Police Records Management is the first point of contact with the public during normal business hours and provides internal upkeep and management of all Police Department records through an automated records management system maintained by Seminole County. Records processes over 12,000 arrest and accident reports, field contact cards, and citations annually. This division is responsible for copying case packages and forwarding them to the State Attorney's Office for prosecution or to the County Clerk for processing in the case of traffic violations and fulfilling public record requests that have increased dramatically over the past several years. Effective January 8, 2013, the City of Oviedo's Police dispatch services were transferred to the Seminole County Sheriff's Office. The line item for dispatch services contracted with the Seminole County Sheriff's Office included in the Police Records Department Budget.

## **Goals**

- Be one of the safest communities in the region.
- Continue high levels of customer service, productivity, and efficiency.

## **Accomplishments**

- See accomplishments for all City departments beginning on page 107.

## **Personnel Summary**

<b>FY 15-16</b>	<b>FY 16-17</b>	<b>FY 17-18</b>	<b>FY 18-19</b>	<b>FY 19-20</b>
1.00	1.625	1.75	1.75	1.75

## **Performance Outcomes**

<b>Measurement</b>	<b>FY 16-17 Actual</b>	<b>FY 17-18 Actual</b>	<b>FY 18-19 Budget</b>	<b>FY 19-20 Budget</b>
<b><i>Workload Output</i></b>				
Total calls received	48,853	48,210	48,900	49,000
# 911 calls	3,158	2,864	3,500	3,000
# citations entered and submitted	6,277	1,749	5,500	1,800
# case files sent to State Attorney	1,290	1,340	1,300	1,200
<b><i>Effectiveness/Service Quality</i></b>				
Average time to dispatch officer (priority 1 calls)	2.34	2.19	2.28	2.30
<b><i>Efficiency</i></b>				
Cost per call answered	7.95	8.61	8.93	9.18

# Police Records - 2103

<b>EXPENDITURE GROUPING</b>	<b>FY 2016-17 Actuals</b>	<b>FY 2017-18 Actuals</b>	<b>FY 2018-19 Adopted</b>	<b>FY 2018-19 Amended</b>	<b>FY 2019-20 Adopted</b>
<b><u>SALARIES</u></b>					
Regular Salaries & Wages	38,472	39,713	40,924	40,924	45,158
Other Salaries & Wages	15,541	19,295	18,767	18,767	19,523
Overtime	543	825	1,000	1,000	1,000
FICA/Medicare Taxes	4,055	4,450	4,505	4,505	4,886
<b>Total Salaries</b>	<b>58,611</b>	<b>64,283</b>	<b>65,196</b>	<b>65,196</b>	<b>70,567</b>
<b><u>BENEFITS</u></b>					
Retirement Contributions	1,951	2,021	2,178	2,178	2,308
Health Insurance	10,450	21,621	24,479	24,479	25,085
Workers' Compensation	117	139	146	117	75
<b>Total Benefits</b>	<b>12,518</b>	<b>23,781</b>	<b>26,803</b>	<b>26,774</b>	<b>27,468</b>
<b><u>OPERATING EXPENDITURES</u></b>					
Other Contractual Services	312,588	323,530	336,673	330,000	356,400
Travel & Per-Diem	-	630	1,570	1,570	1,770
Communications & Freight	2,906	1,735	2,919	2,919	2,441
Rentals & Leases	1,585	1,346	1,346	1,541	1,346
Insurance	349	371	408	337	246
Printing and Binding	50	55	50	50	50
Office Supplies	691	638	703	703	814
Operating Supplies	212	570	450	255	1,150
Books, Publications, Subs	145	214	525	525	525
<b>Total Operating Expenditures</b>	<b>318,526</b>	<b>329,089</b>	<b>344,644</b>	<b>337,900</b>	<b>364,742</b>
<b>Total Expenditures by Grouping</b>	<b>\$ 389,655</b>	<b>\$ 417,153</b>	<b>\$ 436,643</b>	<b>\$ 429,870</b>	<b>\$ 462,777</b>

## **5 Year Budget Projection**

<b>EXPENDITURE GROUPING</b>	<b>2020-21 Projection</b>	<b>2021-22 Projection</b>	<b>2022-23 Projection</b>	<b>2023-24 Projection</b>	<b>2024-25 Projection</b>
Salaries	71,978	73,418	74,886	76,384	77,912
Benefits	28,774	30,145	31,583	33,091	34,674
Operating Expenditures	375,723	387,037	398,692	410,699	423,070
<b>Total Projection</b>	<b>\$ 476,476</b>	<b>\$ 490,600</b>	<b>\$ 505,161</b>	<b>\$ 520,175</b>	<b>\$ 535,655</b>

# Community Involvement - 2104

## **Description**

Community Involvement provides the public with educational and pro-active crime prevention, community outreach and public safety information. It also provides youth with life-skills intervention through a school-based officer-taught program offered in cooperation with the public schools: FOCUS on Safety and Training. They are responsible for the safety and security planning and implementation in all seven public schools. In addition, the department is responsible for the security and traffic control planning of many special events held in the City, both organized by the City or outside organizations.



The School Resource Officer (SRO) program is a collaborative effort between the City and the Seminole County School Board for an equal sharing the costs incurred by the Oviedo Police Department in providing an SRO at all public schools within the City Limits.

## **Goals**

- Be one of the safest communities in the region.
- Maintain affordability of community involvement programs.
- Support community participation.

## **Accomplishments**

- See accomplishments for all City departments beginning on page 107.

## **Personnel Summary**

FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20
8.00	8.00	11.00	13.00	14.00

## **Performance Outcomes**

Measurement	FY 16-17 Actual	FY 17-18 Actual	FY 18-19 Budget	FY 19-20 Budget
<b><i>Workload Output</i></b>				
# of crime prevention presentations	16	10	20	15
# of crime prevention inspections	10	7	16	9
# classes offered @ COPS center	35	39	5	39
# of fingerprint services provided @ COPS center	381	407	415	420

# Community Involvement - 2104

EXPENDITURE GROUPING	FY 2016-17 Actuals	FY 2017-18 Actuals	FY 2018-19 Adopted	FY 2018-19 Amended	FY 2019-20 Adopted
<b><u>SALARIES</u></b>					
Regular Salaries & Wages	650,265	632,239	742,786	742,786	878,989
Other Salaries & Wages	-	10,836	-	-	-
Overtime	30,105	13,027	34,000	34,000	34,000
Special Pay	12,545	11,448	10,821	10,821	13,221
FICA/Medicare Taxes	49,507	47,786	51,896	51,896	66,055
<b>Total Salaries</b>	<b>742,422</b>	<b>715,336</b>	<b>839,503</b>	<b>839,503</b>	<b>992,265</b>
<b><u>BENEFITS</u></b>					
Retirement Contributions	93,829	90,794	93,087	93,087	129,453
Health Insurance	157,054	143,961	170,227	170,227	200,737
Workers' Compensation	22,123	23,150	26,887	21,589	13,795
<b>Total Benefits</b>	<b>273,006</b>	<b>257,905</b>	<b>290,201</b>	<b>284,903</b>	<b>343,985</b>
<b><u>OPERATING EXPENDITURES</u></b>					
Professional Services	889	1,007	3,100	3,100	3,100
Other Contractual Services	913	182	2,000	2,000	2,000
Travel & Per-Diem	2,200	6,495	5,500	5,500	6,100
Communications & Freight	3,281	5,975	7,838	20,338	17,897
Utility Services	3,747	3,246	4,091	4,091	3,803
Rentals & Leases	23,648	39,678	35,135	38,675	54,178
Insurance	11,333	11,905	13,258	10,946	7,998
Repair and Maintenance	14,133	16,912	20,096	20,096	22,665
Printing and Binding	166	227	420	420	420
Promotional Activities	4,890	4,774	5,700	5,700	5,700
Other Current Charges	-	39	50	50	50
Office Supplies	376	344	529	529	482
Operating Supplies	16,585	16,796	20,200	20,200	26,180
Books, Publications, Subs	3,274	2,911	4,624	4,624	4,323
<b>Total Operating Expenditures</b>	<b>85,435</b>	<b>110,491</b>	<b>122,541</b>	<b>136,269</b>	<b>154,896</b>
<b>Total Expenditures by Grouping</b>	<b>\$ 1,100,863</b>	<b>\$ 1,083,732</b>	<b>\$ 1,252,245</b>	<b>\$ 1,260,675</b>	<b>\$ 1,491,146</b>

## **5 Year Budget Projection**

EXPENDITURE GROUPING	2020-21 Projection	2021-22 Projection	2022-23 Projection	2023-24 Projection	2024-25 Projection
Salaries	1,012,110	1,032,353	1,053,000	1,074,060	1,095,541
Benefits	357,715	372,086	387,132	402,889	419,393
Operating Expenditures	161,102	167,585	174,357	181,434	188,831
<b>Total Projection</b>	<b>\$ 1,530,927</b>	<b>\$ 1,572,023</b>	<b>\$ 1,614,489</b>	<b>\$ 1,658,383</b>	<b>\$ 1,703,765</b>

# Criminal Investigations - 2105

## **Description**

The Criminal Investigations Program conducts follow-up investigations into approximately 600 criminal cases documented annually. This program responds to and evaluates each unattended death within the City to document the cause (natural, suspicious, or criminal). They investigate all reported criminal activity within the City. This includes, but is not limited to property crimes, fraud and financial crimes, and crimes against persons. In addition, Criminal Investigations participates with other law enforcement agencies in Seminole, Orange, Lake, Volusia and Brevard Counties, as well as in local task forces and ensures the proper custody and control of all crime evidence and impounded property submitted to the agency.

## **Goals**

- Be one of the safest communities in the region.
- Focus on criminal investigations and evidence protocols at superior levels.
- Provide leadership on critical local and regional issues.

## **Accomplishments**

- See accomplishments for all City departments beginning on page 107.

## **Personnel Summary**

<b>FY 15-16</b>	<b>FY 16-17</b>	<b>FY 17-18</b>	<b>FY 18-19</b>	<b>FY 19-20</b>
8.00	8.00	7.00	7.00	7.00

## **Performance Outcomes**

<b>Measurement</b>	<b>FY 16-17 Actual</b>	<b>FY 17-18 Actual</b>	<b>FY 18-19 Budget</b>	<b>FY 19-20 Budget</b>
<b><i>Workload Output</i></b>				
# of criminal cases investigated	591	606	530	600
# of criminal cases cleared	157	113	150	140
<b><i>Effectiveness/Service Quality</i></b>				
Overall clearance rate	31.98%	21.32%	33.33%	27.45%

# Criminal Investigations - 2105

<b>EXPENDITURE GROUPING</b>	<b>FY 2016-17 Actuals</b>	<b>FY 2017-18 Actuals</b>	<b>FY 2018-19 Adopted</b>	<b>FY 2018-19 Amended</b>	<b>FY 2019-20 Adopted</b>
<b><u>SALARIES</u></b>					
Regular Salaries & Wages	460,335	377,974	430,588	430,588	427,470
Overtime	24,090	11,556	13,000	13,000	13,000
Special Pay	10,667	7,042	7,794	7,794	6,840
FICA/Medicare Taxes	35,466	28,798	32,995	32,995	32,026
<b>Total Salaries</b>	<b>530,558</b>	<b>425,370</b>	<b>484,377</b>	<b>484,377</b>	<b>479,336</b>
<b><u>BENEFITS</u></b>					
Retirement Contributions	58,439	49,107	49,225	49,225	54,671
Health Insurance	117,873	95,421	105,613	105,613	113,040
Workers' Compensation	12,942	11,819	13,301	10,680	6,824
<b>Total Benefits</b>	<b>189,254</b>	<b>156,347</b>	<b>168,139</b>	<b>165,518</b>	<b>174,535</b>
<b><u>OPERATING EXPENDITURES</u></b>					
Professional Services	4,105	203	600	600	600
Travel & Per-Diem	2,234	2,312	4,050	4,050	4,050
Communications & Freight	4,132	3,791	4,095	4,095	3,622
Rentals & Leases	11,947	19,818	25,426	25,426	27,832
Insurance	9,286	9,758	10,863	8,968	6,554
Repair and Maintenance	6,442	6,433	8,408	8,408	6,340
Printing and Binding	91	105	100	100	100
Other Current Charges	155	219	184	184	184
Office Supplies	452	392	512	512	631
Operating Supplies	16,137	15,913	28,090	28,090	25,150
Books, Publications, Subs	4,255	4,529	8,775	8,775	8,775
<b>Total Operating Expenditures</b>	<b>59,236</b>	<b>63,473</b>	<b>91,103</b>	<b>89,208</b>	<b>83,838</b>
<b>Total Expenditures by Grouping</b>	<b>\$ 779,048</b>	<b>\$ 645,190</b>	<b>\$ 743,619</b>	<b>\$ 739,103</b>	<b>\$ 737,709</b>

## **5 Year Budget Projection**

<b>EXPENDITURE GROUPING</b>	<b>2020-21 Projection</b>	<b>2021-22 Projection</b>	<b>2022-23 Projection</b>	<b>2023-24 Projection</b>	<b>2024-25 Projection</b>
Salaries	488,923	498,701	508,675	518,849	529,226
Benefits	181,826	189,466	197,472	205,862	214,659
Operating Expenditures	87,237	90,793	94,513	98,405	102,480
<b>Total Projection</b>	<b>\$ 757,987</b>	<b>\$ 778,960</b>	<b>\$ 800,659</b>	<b>\$ 823,116</b>	<b>\$ 846,364</b>

# Community Response Team - 2106

## **Description**

The Community Response Team (CRT) is a proactive unit that specializes in neighborhood issues, street crime, sexual offender notification/verification, long term action plans (such as Operation Clerk Alert), addressing crime trends and illegal drug activity. The team is deployed to solve problems that cross shifts or are too time-consuming for patrol officers.

The Community Response team also participates in Federal, Statewide, and Local drug task-forces and ensures the proper custody and control of all crime evidence and impounded property submitted to the agency.

## **Goals**

- Be one of the safest communities in the region.
- Focus on drug task-force activities and evidence protocols at superior levels.

## **Accomplishments**

- See accomplishments for all City departments beginning on page 107.

## **Personnel Summary**

<b>FY 15-16</b>	<b>FY 16-17</b>	<b>FY 17-18</b>	<b>FY 18-19</b>	<b>FY 19-20</b>
8.00	7.00	7.00	7.00	7.00

## **Performance Outcomes**

<b>Measurement</b>	<b>FY 16-17 Actual</b>	<b>FY 17-18 Actual</b>	<b>FY 18-19 Budget</b>	<b>FY 19-20 Budget</b>
<b><i>Workload Output</i></b>				
# of complaints received for investigation	75	72	90	75
# of search warrants	22	15	20	20
# of registered felon checks	56	83	120	100
# of compliance checks for alcohol/tobacco	91	74	100	90
<b><i>Effectiveness/Service Quality</i></b>				
# Arrests/#NTA's/Capias'	52	68	80	80
# Compliance Alcohol/Tobacco Violations	12	14	15	15

# Community Response Team - 2106

<b>EXPENDITURE GROUPING</b>	<b>FY 2016-17 Actuals</b>	<b>FY 2017-18 Actuals</b>	<b>FY 2018-19 Adopted</b>	<b>FY 2018-19 Amended</b>	<b>FY 2019-20 Adopted</b>
<b><u>SALARIES</u></b>					
Regular Salaries & Wages	463,170	505,841	495,579	495,579	509,927
Overtime	63,735	52,323	50,000	50,000	50,000
Special Pay	10,199	10,934	10,570	10,570	11,055
FICA/Medicare Taxes	40,832	41,589	40,387	40,387	41,023
<b>Total Salaries</b>	<b>577,936</b>	<b>610,687</b>	<b>596,536</b>	<b>596,536</b>	<b>612,005</b>
<b><u>BENEFITS</u></b>					
Retirement Contributions	73,472	81,240	72,210	72,210	80,643
Health Insurance	80,089	104,331	109,379	109,379	113,505
Workers' Compensation	15,593	18,227	19,836	15,928	10,177
<b>Total Benefits</b>	<b>169,154</b>	<b>203,798</b>	<b>201,425</b>	<b>197,517</b>	<b>204,325</b>
<b><u>OPERATING EXPENDITURES</u></b>					
Travel & Per-Diem	310	24	2,100	2,100	2,350
Communications & Freight	2,823	2,538	2,379	2,379	2,938
Freight & Postage Service	83	-	-	-	-
Rentals & Leases	32,875	35,751	33,858	34,863	46,077
Insurance	8,554	8,980	10,007	8,262	6,037
Repair and Maintenance	8,177	4,194	3,550	3,550	3,345
Printing and Binding	21	35	100	100	100
Other Current Charges	33	56	50	50	30
Office Supplies	73	59	100	100	100
Operating Supplies	20,147	18,310	21,150	21,150	21,800
Books, Publications, Subs	644	-	1,590	1,590	1,590
<b>Total Operating Expenditures</b>	<b>73,740</b>	<b>69,947</b>	<b>74,884</b>	<b>74,144</b>	<b>84,367</b>
<b>Total Expenditures by Grouping</b>	<b>\$ 820,830</b>	<b>\$ 884,432</b>	<b>\$ 872,845</b>	<b>\$ 868,197</b>	<b>\$ 900,697</b>

## **5 Year Budget Projection**

<b>EXPENDITURE GROUPING</b>	<b>2020-21 Projection</b>	<b>2021-22 Projection</b>	<b>2022-23 Projection</b>	<b>2023-24 Projection</b>	<b>2024-25 Projection</b>
Salaries	624,245	636,730	649,465	662,454	675,703
Benefits	212,427	220,911	229,795	239,102	248,854
Operating Expenditures	88,121	92,059	96,188	100,521	105,068
<b>Total Projection</b>	<b>\$ 924,794</b>	<b>\$ 949,699</b>	<b>\$ 975,448</b>	<b>\$ 1,002,077</b>	<b>\$ 1,029,625</b>

# Police Education & Training - 2107

## **Description**

This program is responsible for the coordination of all in-service and new officer field training activities for the department. It oversees/schedules approximately 5,800 hours of training of various types for the varied activities of the law enforcement personnel, annually. In addition, it is responsible for tracking and maintaining all training records of all Department members.

## **Goals**

- Be one of the safest communities in the region.
- Enhance workplace safety.
- Move all training records to a paperless system.

## **Accomplishments**

- See accomplishments for all City departments beginning on page 107.

## **Personnel Summary**

<b>FY 15-16</b>	<b>FY 16-17</b>	<b>FY 17-18</b>	<b>FY 18-19</b>	<b>FY 19-20</b>
1.00	1.00	1.00	1.00	1.00

## **Performance Outcomes**

<b>Measurement</b>	<b>FY 16-17 Actual</b>	<b>FY 17-18 Actual</b>	<b>FY 18-19 Budget</b>	<b>FY 19-20 Budget</b>
<b><i>Workload Output</i></b>				
# of department in-service training classes	55	116	36	37
# of outside training classes	79	87	74	76
# of training hours for sworn officers	8,284	7,564	3,700	3,811
# of training hours per sworn officer	127	113	50	52
# of civilian employee training hours	141	207	140	144
<b><i>Effectiveness/Service Quality</i></b>				
Cost per training hour for sworn officers	33.04	25.88	33.40	34.40

# Police Education & Training - 2107

<b>EXPENDITURE GROUPING</b>	<b>FY 2016-17 Actuals</b>	<b>FY 2017-18 Actuals</b>	<b>FY 2018-19 Adopted</b>	<b>FY 2018-19 Amended</b>	<b>FY 2019-20 Adopted</b>
<b><u>SALARIES</u></b>					
Regular Salaries & Wages	90,761	87,364	95,560	95,560	97,407
Special Pay	4,820	4,808	4,810	4,810	5,107
FICA/Medicare Taxes	7,274	6,950	7,567	7,567	7,750
<b>Total Salaries</b>	<b>102,855</b>	<b>99,122</b>	<b>107,937</b>	<b>107,937</b>	<b>110,264</b>
<b><u>BENEFITS</u></b>					
Retirement Contributions	12,451	12,800	12,302	12,302	14,188
Health Insurance	10,481	11,300	12,610	12,610	12,858
Workers' Compensation	3,129	3,438	3,758	3,018	1,928
<b>Total Benefits</b>	<b>26,061</b>	<b>27,538</b>	<b>28,670</b>	<b>27,930</b>	<b>28,974</b>
<b><u>OPERATING EXPENDITURES</u></b>					
Professional Services	603	900	1,000	1,000	1,500
Travel & Per-Diem	640	330	2,400	2,400	2,400
Communications & Freight	105	69	875	875	902
Freight & Postage Service	63	52	100	100	100
Rentals & Leases	1,152	20,484	20,491	20,491	20,491
Insurance	4,198	4,412	4,910	4,054	2,962
Repair and Maintenance	2,945	2,804	3,004	3,004	3,320
Printing and Binding	101	-	100	100	100
Other Current Charges	-	8	10	10	10
Office Supplies	-	6	-	-	-
Operating Supplies	28,474	29,653	32,643	32,643	45,919
Books, Publications, Subs	2,941	5,451	6,330	6,330	8,346
<b>Total Operating Expenditures</b>	<b>41,222</b>	<b>64,169</b>	<b>71,863</b>	<b>71,007</b>	<b>86,050</b>
<b>Total Expenditures by Grouping</b>	<b>\$ 170,138</b>	<b>\$ 190,829</b>	<b>\$ 208,470</b>	<b>\$ 206,874</b>	<b>\$ 225,288</b>

## **5 Year Budget Projection**

<b>EXPENDITURE GROUPING</b>	<b>2020-21 Projection</b>	<b>2021-22 Projection</b>	<b>2022-23 Projection</b>	<b>2023-24 Projection</b>	<b>2024-25 Projection</b>
Salaries	112,469	114,719	117,013	119,353	121,740
Benefits	30,055	31,186	32,370	33,610	34,908
Operating Expenditures	89,189	92,455	95,854	99,390	103,072
<b>Total Projection</b>	<b>\$ 231,714</b>	<b>\$ 238,360</b>	<b>\$ 245,237</b>	<b>\$ 252,353</b>	<b>\$ 259,720</b>

# Fire Admin & Emergency Management - 2200

## Description

Administration is responsible for providing the managerial support for Fire/Rescue (a system that includes 2 fire stations that provide City-wide fire suppression, rescue services, hazardous materials response, basic and advanced life support, and EMS transport), Community Outreach, Fire Prevention, and Training/Education programs.



Administration also coordinates EMS billing for emergency medical services with an outside contractor and oversees and coordinates the City's Emergency Management activities. The Fire Chief also serves as the City's Emergency Management Coordinator and is responsible for the maintenance and updating of the Emergency Management Plan.

## Goals

- Be one of the safest communities in the region.
- Continue commitment to comparatively superior ISO and CRS ratings and performance measures.
- Maintain disaster preparedness readiness and disaster recovery plan.
- Provide leadership on critical local and regional issues.
- Periodic review and updating of the strategic plan.
- Development of a new Emergency Operations Center (EOC).

## Accomplishments

- See accomplishments for all City departments beginning on page 107.

## Personnel Summary

FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20
2.00	2.00	2.00	2.00	2.00

## Performance Outcomes

Measurement	FY 16-17 Actual	FY 17-18 Actual	FY 18-19 Budget	FY 19-20 Budget
<b><i>Workload Output</i></b>				
# of employees supervised	53.00	53.00	53.00	53.00
# of vehicles maintained	17	17	17	17
<b><i>Effectiveness/Service Quality</i></b>				
ISO Community Rating	2.00	2.00	2.00	2.00
% satisfaction rate	100.00%	100.00%	100.00%	100.00%
<b><i>Efficiency</i></b>				
Fire department cost per capita (department wide)	157.79	129.52	166.75	168.77

# Fire Admin & Emergency Management - 2200

EXPENDITURE GROUPING	FY 2016-17 Actuals	FY 2017-18 Actuals	FY 2018-19 Adopted	FY 2018-19 Amended	FY 2019-20 Adopted
<b><u>SALARIES</u></b>					
Executive Salaries	119,737	118,086	121,011	121,011	127,445
Regular Salaries & Wages	33,633	34,284	35,313	35,313	36,630
Overtime	128	41	-	-	-
Special Pay	-	1,066	-	-	-
FICA/Medicare Taxes	11,125	11,041	11,200	11,200	12,011
<b>Total Salaries</b>	164,623	164,518	167,524	167,524	176,086
<b><u>BENEFITS</u></b>					
Retirement Contributions	333	343	353	353	366
Health Insurance	28,381	27,963	30,172	30,172	30,230
Workers' Compensation	5,251	5,910	6,321	5,076	3,243
<b>Total Benefits</b>	33,965	34,216	36,846	35,601	33,839
<b><u>OPERATING EXPENDITURES</u></b>					
Other Contractual Services	105	100	240	240	240
Travel & Per-Diem	-	167	600	600	600
Communications & Freight	2,520	7,101	7,722	7,722	9,453
Freight & Postage Service	984	784	1,050	1,050	1,050
Utility Services	24,684	24,304	25,153	25,153	24,542
Rentals & Leases	2,426	6,318	6,315	6,315	8,523
Insurance	10,752	11,293	12,579	10,385	7,589
Repair and Maintenance	18,222	7,416	8,501	8,501	12,867
Printing and Binding	264	180	200	200	200
Promotional Activities	1,174	2,159	1,200	1,200	1,450
Other Current Charges	-	18	-	-	-
Office Supplies	4,070	2,923	3,934	4,229	4,297
Operating Supplies	5,161	3,628	10,622	10,322	9,007
Books, Publications, Subs	811	1,149	1,539	1,539	1,875
<b>Total Operating Expenditures</b>	71,173	67,540	79,655	77,456	81,693
<b>Total Expenditures by Grouping</b>	<b>\$ 269,761</b>	<b>\$ 266,274</b>	<b>\$ 284,025</b>	<b>\$ 280,581</b>	<b>\$ 291,618</b>

## **5 Year Budget Projection**

EXPENDITURE GROUPING	2020-21 Projection	2021-22 Projection	2022-23 Projection	2023-24 Projection	2024-25 Projection
Salaries	179,608	183,200	186,864	190,601	194,413
Benefits	35,617	37,492	39,469	41,553	43,751
Operating Expenditures	85,185	88,844	92,681	96,705	100,926
<b>Total Projection</b>	<b>\$ 300,410</b>	<b>\$ 309,536</b>	<b>\$ 319,014</b>	<b>\$ 328,859</b>	<b>\$ 339,091</b>

# Fire Suppression & Rescue - 2201

## Description

Fire Suppression and Rescue responds to service-related calls, rescue incidents, fire calls, and medical-related emergencies that require basic or advanced life support and provides patient transport to medical facilities from 2 fire stations located within the City limits.

The Department also participates in the countywide first response program, a reciprocal arrangement between the Cities and Seminole County that provides for an initial response from the closest unit or station regardless of jurisdictional boundaries.



## Goals

- Be one of the safest communities in the region.
- Maintain fire response times at a superior level of less than 5 minutes.

## Accomplishments

- See accomplishments for all City departments beginning on page 107.

## Personnel Summary

FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20
49.00	49.00	49.00	49.00	49.00

## Performance Outcomes

Measurement	FY 16-17 Actual	FY 17-18 Actual	FY 18-19 Budget	FY 19-20 Budget
<b><i>Workload Output</i></b>				
EMS/Rescue	2,666	2,714	2,760	2,800
Fire related	128	84	70	60
# of transports	1,612	1,591	1,600	1,600
# of first responder calls outside City limits	1,293	968	850	860
<b><i>Effectiveness/Service Quality</i></b>				
% of in City calls with response time < 5 minutes	84.00%	81.00%	80.00%	80.00%
% of calls as first responder outside City limits	30.00%	23.00%	19.70%	19.80%
% property contents saved as % of pre-incident value	90.40%	96.70%	93.80%	93.80%
<b><i>Efficiency</i></b>				
Cost per call	1,193	1,255	1,384	1,391

# Fire Suppression & Rescue - 2201

EXPENDITURE GROUPING	FY 2016-17 Actuals	FY 2017-18 Actuals	FY 2018-19 Adopted	FY 2018-19 Amended	FY 2019-20 Adopted
<b><u>SALARIES</u></b>					
Regular Salaries & Wages	2,828,528	2,865,450	3,173,055	3,173,055	3,162,738
Overtime	496,954	435,893	455,000	455,000	455,000
Special Pay	2,227	5,236	1,188	1,188	1,561
FICA/Medicare Taxes	245,711	241,839	265,027	265,027	261,836
<b>Total Salaries</b>	<b>3,573,420</b>	<b>3,548,418</b>	<b>3,894,270</b>	<b>3,894,270</b>	<b>3,881,135</b>
<b><u>BENEFITS</u></b>					
Retirement Contributions	154,971	222,825	346,402	346,402	370,142
Health Insurance	606,540	666,856	738,629	738,629	722,567
Workers' Compensation	135,016	146,406	144,183	115,775	73,976
<b>Total Benefits</b>	<b>896,527</b>	<b>1,036,087</b>	<b>1,229,214</b>	<b>1,200,806</b>	<b>1,166,685</b>
<b><u>OPERATING EXPENDITURES</u></b>					
Professional Services	914	1,320	1,310	2,210	3,110
Other Contractual Services	46,297	38,068	49,590	48,690	49,590
Travel & Per-Diem	10	1,031	480	480	480
Communications & Freight	8,908	9,091	9,580	9,580	14,133
Utility Services	31,190	34,309	35,333	35,333	34,804
Rentals & Leases	298,908	247,440	246,124	246,124	371,336
Insurance	84,319	88,546	98,639	81,436	70,877
Repair and Maintenance	110,201	175,493	175,725	175,725	227,979
Printing and Binding	-	35	200	200	200
Other Current Charges	440	675	100	100	100
Office Supplies	-	128	106	168	221
Operating Supplies	214,466	238,266	196,321	196,259	227,807
Books, Publications, Subs	16,645	18,143	23,460	23,460	29,330
<b>Total Operating Expenditures</b>	<b>812,298</b>	<b>852,545</b>	<b>836,968</b>	<b>819,765</b>	<b>1,029,967</b>
<b><u>CAPITAL</u></b>					
Capital Assets	-	-	-	-	154,050
<b>Total Capital</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>154,050</b>
<b>Total Expenditures by Grouping</b>	<b>\$ 5,282,245</b>	<b>\$ 5,437,050</b>	<b>\$ 5,960,452</b>	<b>\$ 5,914,841</b>	<b>\$ 6,231,837</b>

## **5 Year Budget Projection**

EXPENDITURE GROUPING	2020-21 Projection	2021-22 Projection	2022-23 Projection	2023-24 Projection	2024-25 Projection
Salaries	3,958,758	4,037,933	4,118,692	4,201,065	4,285,087
Benefits	1,216,134	1,268,011	1,322,448	1,379,582	1,439,561
Operating Expenditures	1,072,533	1,117,065	1,163,666	1,212,443	1,263,511
<b>Total Projection</b>	<b>\$ 6,247,425</b>	<b>\$ 6,423,009</b>	<b>\$ 6,604,805</b>	<b>\$ 6,793,090</b>	<b>\$ 6,988,158</b>

# Fire Prevention - 2202

## **Description**

Fire Prevention is a life safety program that conducts fire inspections of approximately 1,352 existing commercial businesses on a routine basis and all daycare centers, assisted living facilities, and hospital/free standing ER annually. Fire Prevention also conducts multiple inspections during the new construction and remodel phases for commercial projects. The Fire Marshal reviews building plans for approximately 534 private commercial projects annually and conducts fire investigations and public education through prevention workshops and presentations.

Fire Prevention staff also participates in the City's development review process through the review of site development plans, attendance at pre-application meetings and pre-construction meetings. The program also reviews all City special event permits.

## **Goals**

- Be one of the safest communities in the region.
- Continue high levels of fire inspections and building plan review.
- Support community participation.

## **Accomplishments**

- See accomplishments for all City departments beginning on page 107.

## **Personnel Summary**

<b>FY 15-16</b>	<b>FY 16-17</b>	<b>FY 17-18</b>	<b>FY 18-19</b>	<b>FY 19-20</b>
2.00	2.00	2.00	2.00	3.00

## **Performance Outcomes**

<b>Measurement</b>	<b>FY 16-17 Actual</b>	<b>FY 17-18 Actual</b>	<b>FY 18-19 Budget</b>	<b>FY 19-20 Budget</b>
<b><i>Workload Output</i></b>				
# of commercial inspections (existing)	113	87	50	500
# of new commercial inspections	271	335	250	175
# of re-inspections	83	47	50	250
# of commercial plans review	665	559	400	400
# of public education events	101	96	100	100
<b><i>Effectiveness/Service Quality</i></b>				
% of all commercial structures inspected	1.00%	2.00%	1.00%	37.00%
% of plans reviewed within 21 working days	82.50%	77.80%	85.00%	100.00%
% of citizens reached by a fire prevention event	12.00%	9.00%	11.00%	38.00%

# Fire Prevention - 2202

<b>EXPENDITURE GROUPING</b>	<b>FY 2016-17 Actuals</b>	<b>FY 2017-18 Actuals</b>	<b>FY 2018-19 Adopted</b>	<b>FY 2018-19 Amended</b>	<b>FY 2019-20 Adopted</b>
<b><u>SALARIES</u></b>					
Regular Salaries & Wages	103,502	122,381	124,577	124,577	175,572
Overtime	1,011	781	1,900	1,900	1,900
Special Pay	-	220	-	-	74
FICA/Medicare Taxes	7,791	9,533	9,608	9,608	13,508
<b>Total Salaries</b>	<b>112,304</b>	<b>132,915</b>	<b>136,085</b>	<b>136,085</b>	<b>191,054</b>
<b><u>BENEFITS</u></b>					
Retirement Contributions	5,937	10,984	12,774	12,774	16,552
Health Insurance	20,630	23,273	24,957	24,957	38,124
Workers' Compensation	3,742	4,953	5,317	4,269	2,728
<b>Total Benefits</b>	<b>30,309</b>	<b>39,210</b>	<b>43,048</b>	<b>42,000</b>	<b>57,404</b>
<b><u>OPERATING EXPENDITURES</u></b>					
Travel & Per-Diem	80	120	105	105	200
Communications & Freight	1,982	2,070	2,101	2,101	2,164
Utility Services	1,544	1,507	1,639	1,639	1,461
Rentals & Leases	3,882	11,097	10,839	10,839	10,469
Insurance	11,305	11,869	13,225	10,919	7,978
Repair and Maintenance	3,464	5,527	3,853	3,853	3,053
Printing and Binding	365	110	200	200	70
Other Current Charges	5	-	-	-	-
Office Supplies	369	276	204	344	406
Operating Supplies	5,767	6,362	6,688	6,548	7,781
Books, Publications, Subs	2,051	2,324	1,985	1,985	2,145
<b>Total Operating Expenditures</b>	<b>30,814</b>	<b>41,262</b>	<b>40,839</b>	<b>38,533</b>	<b>35,727</b>
<b>Total Expenditures by Grouping</b>	<b>\$ 173,427</b>	<b>\$ 213,387</b>	<b>\$ 219,972</b>	<b>\$ 216,618</b>	<b>\$ 284,185</b>

## **5 Year Budget Projection**

<b>EXPENDITURE GROUPING</b>	<b>2020-21 Projection</b>	<b>2021-22 Projection</b>	<b>2022-23 Projection</b>	<b>2023-24 Projection</b>	<b>2024-25 Projection</b>
Salaries	194,875	198,773	202,748	206,803	210,939
Benefits	59,859	62,434	65,135	67,968	70,940
Operating Expenditures	37,436	39,241	41,146	43,159	45,287
<b>Total Projection</b>	<b>\$ 292,171</b>	<b>\$ 300,448</b>	<b>\$ 309,029</b>	<b>\$ 317,930</b>	<b>\$ 327,166</b>

# Fire Education & Training - 2203

## **Description**

The Education and Training Program provides direct fire and EMS-related training including scheduling and development of required training activities, maintaining department training records, and conducting new employee orientation. The program also oversees the department's EMS transport service and coordinates all EMS activities in consultation with the Seminole County Medical Director. The division is also in charge of assuring compliance with the Florida Bureau of Health EMS' rules and protocols, as well as ensuring compliance with Florida State Fire Marshal and Federal safety regulations. In addition, the Division Chief assigned to this program serves as the City's Infections Control Officer and manages the infectious control program.

Other activities include serving as public information officer for emergency incidents and general media releases liaison with the public and media and serving as the Department Safety officer.

## **Goals**

- Be one of the safest communities in the region.
- Focus on Emergency Medical Services protocols and safety regulations at superior levels.
- Enhance workplace safety. Conduct annual safety audits of City facilities and establish process for corrective actions.

## **Accomplishments**

- See accomplishments for all City departments beginning on page 107.

## **Personnel Summary**

FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20
1.00	1.00	1.00	1.00	1.00

## **Performance Outcomes**

Measurement	FY 16-17 Actual	FY 17-18 Actual	FY 18-19 Budget	FY 19-20 Budget
<b><i>Workload Output</i></b>				
# of fire related training hours	9,894	12,221	10,000	10,000
# of EMS related training hours	1,610	1,619	1,000	1,000
# of medical protocol complaints	1	2	3	3
\$ value of collections on EMS billing	441,519	474,102	600,000	600,000
<b><i>Effectiveness/Service Quality</i></b>				
Medical complaints as a % of total rescue calls	0.04%	0.07%	0.15%	0.11%
% collection rate on EMS billings	57.30%	52.30%	60.00%	60.00%
<b><i>Efficiency</i></b>				
Cost per training hour	11.53	10.10	12.50	14.55

# Fire Education & Training - 2203

<b>EXPENDITURE GROUPING</b>	<b>FY 2016-17 Actuals</b>	<b>FY 2017-18 Actuals</b>	<b>FY 2018-19 Adopted</b>	<b>FY 2018-19 Amended</b>	<b>FY 2019-20 Adopted</b>
<b><u>SALARIES</u></b>					
Regular Salaries & Wages	68,965	83,083	85,574	85,574	95,350
Special Pay	74	371	-	-	-
FICA/Medicare Taxes	5,007	6,044	6,184	6,184	6,692
<b>Total Salaries</b>	<b>74,046</b>	<b>89,498</b>	<b>91,758</b>	<b>91,758</b>	<b>102,042</b>
<b><u>BENEFITS</u></b>					
Retirement Contributions	4,050	7,168	8,643	8,643	10,107
Health Insurance	15,155	15,965	17,105	17,105	17,563
Workers' Compensation	3,116	4,101	4,410	3,541	2,263
<b>Total Benefits</b>	<b>22,321</b>	<b>27,234</b>	<b>30,158</b>	<b>29,289</b>	<b>29,933</b>
<b><u>OPERATING EXPENDITURES</u></b>					
Travel & Per-Diem	376	352	583	583	420
Communications & Freight	1,424	1,116	917	917	857
Utility Services	772	754	820	820	731
Rentals & Leases	2,381	1,005	816	816	3,417
Insurance	9,873	10,370	11,550	9,536	6,967
Repair and Maintenance	1,775	456	2,213	2,213	4,744
Printing and Binding	486	784	1,000	860	1,000
Office Supplies	369	276	204	344	406
Operating Supplies	11,581	12,282	12,390	12,390	13,167
Books, Publications, Subs	7,476	9,407	9,775	9,775	9,755
<b>Total Operating Expenditures</b>	<b>36,513</b>	<b>36,802</b>	<b>40,268</b>	<b>38,254</b>	<b>41,464</b>
<b>Total Expenditures by Grouping</b>	<b>\$ 132,880</b>	<b>\$ 153,534</b>	<b>\$ 162,184</b>	<b>\$ 159,301</b>	<b>\$ 173,439</b>

## **5 Year Budget Projection**

<b>EXPENDITURE GROUPING</b>	<b>2020-21 Projection</b>	<b>2021-22 Projection</b>	<b>2022-23 Projection</b>	<b>2023-24 Projection</b>	<b>2024-25 Projection</b>
Salaries	104,083	106,164	108,288	110,454	112,663
Benefits	31,194	32,518	33,908	35,367	36,899
Operating Expenditures	43,139	44,897	46,741	48,679	50,714
<b>Total Projection</b>	<b>\$ 178,416</b>	<b>\$ 183,579</b>	<b>\$ 188,937</b>	<b>\$ 194,499</b>	<b>\$ 200,276</b>

# Code Enforcement - 2403

## Description

The Code Enforcement Division is responsible for the enforcement of the City's Land Development Code and Code of Ordinances. The Code Enforcement Officers are proactive in inspecting properties for violations, and the Division also receives complaints via phone, email or in person, from residents, business owners and other city staff. Each complaint is then inspected and investigated to determine whether a violation exists or not.

The number one goal of Code Enforcement is compliance. Staff works with residents and business owners to educate them about City codes and provide them with information on how to comply with the codes. We utilize both formal and informal methods of notification and corrective action. Staff follows FS 162 explicitly in the enforcement process and procedures we utilize to achieve compliance. Violations not corrected are subject to citations and/or public hearing before the City's Special Magistrate where corrective actions can be ordered and fines imposed.

## Goals

- Compliance with the City's Code of Ordinances.
- Focus on proactive property inspections for violations at superior levels.
- Promote an ongoing educational process on Code Enforcement issues with residents and businesses.
- Continue to process Individual Residential Lot Tree inspections.
- Continue the weekend sign pickup program.
- Participate in the Land Development Code re-write.

## Accomplishments

- See accomplishments for all City departments beginning on page 107.

## Personnel Summary

FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20
4.00	4.00	4.00	4.00	4.00

## Performance Outcomes

Measurement	FY 16-17 Actual	FY 17-18 Actual	FY 18-19 Budget	FY 19-20 Budget
<b><i>Workload Output</i></b>				
Total cases opened	2,844	3,074	2,700	2,474
Days from complaint to first inspection	1.00	1.00	1.00	1.00
<b><i>Effectiveness/Service Quality</i></b>				
% of all complaints resolved without CEB	92.00%	91.30%	98.10%	97.00%
<b><i>Efficiency</i></b>				
Cost per complaint	98.90	89.73	115.20	123.41

# Code Enforcement - 2403

<b>EXPENDITURE GROUPING</b>	<b>FY 2016-17 Actuals</b>	<b>FY 2017-18 Actuals</b>	<b>FY 2018-19 Adopted</b>	<b>FY 2018-19 Amended</b>	<b>FY 2019-20 Adopted</b>
<b><u>SALARIES</u></b>					
Regular Salaries & Wages	181,978	179,082	194,119	194,119	181,624
Other Salaries & Wages	4,024	4,427	6,322	6,322	6,322
Overtime	227	-	-	-	210
Special Pay	297	148	-	-	148
FICA/Medicare Taxes	13,216	12,977	14,190	14,190	14,215
<b>Total Salaries</b>	<b>199,742</b>	<b>196,634</b>	<b>214,631</b>	<b>214,631</b>	<b>202,519</b>
<b><u>BENEFITS</u></b>					
Retirement Contributions	7,571	7,363	8,067	8,067	7,339
Health Insurance	55,050	54,337	58,539	58,539	50,428
Workers' Compensation	3,653	3,918	4,464	3,584	2,290
<b>Total Benefits</b>	<b>66,274</b>	<b>65,618</b>	<b>71,070</b>	<b>70,190</b>	<b>60,057</b>
<b><u>OPERATING EXPENDITURES</u></b>					
Travel & Per-Diem	376	731	810	1,710	910
Communications & Freight	1,962	1,770	1,812	2,412	3,775
Freight & Postage Service	2,448	2,825	3,000	1,570	1,500
Utility Services	-	-	-	-	-
Rentals & Leases	2,152	3,572	4,943	8,543	11,052
Insurance	3,883	4,076	4,306	3,555	2,598
Repair and Maintenance	4,642	1,455	1,437	1,437	1,249
Printing and Binding	188	698	220	220	1,045
Promotional Activities	-	-	50	50	50
Other Current Charges	-	-	-	-	130
Office Supplies	659	471	699	549	523
Operating Supplies	5,540	5,007	5,956	6,356	6,633
Books, Publications, Subs	1,314	550	2,100	1,780	2,331
<b>Total Operating Expenditures</b>	<b>23,164</b>	<b>21,155</b>	<b>25,333</b>	<b>28,182</b>	<b>31,796</b>
<b>Total Expenditures by Grouping</b>	<b>\$ 289,180</b>	<b>\$ 283,407</b>	<b>\$ 311,034</b>	<b>\$ 313,003</b>	<b>\$ 294,372</b>

## **5 Year Budget Projection**

<b>EXPENDITURE GROUPING</b>	<b>2020-21 Projection</b>	<b>2021-22 Projection</b>	<b>2022-23 Projection</b>	<b>2023-24 Projection</b>	<b>2024-25 Projection</b>
Salaries	206,569	210,701	214,915	219,213	223,597
Benefits	62,908	65,903	69,050	72,355	75,828
Operating Expenditures	33,101	34,466	35,895	37,392	38,959
<b>Total Projection</b>	<b>\$ 302,579</b>	<b>\$ 311,070</b>	<b>\$ 319,860</b>	<b>\$ 328,960</b>	<b>\$ 338,384</b>

# Public Works Administration - 4100

## **Description**

Public Works Operations oversees the daily activities of Streets and Ground Maintenance and Stormwater Maintenance. The Public Works Operations Division is the liaison with the City's solid waste contractor and serves as the central point of contact for citizen inquiries and complaints.



## **Goals**

- Develop a more uniquely identifiable and attractive City.
- Provide leadership on critical local and regional issues.
- Periodic review and updating of the Strategic Plan.
- Continue to provide a high level of maintenance for the City's roadway network.

## **Accomplishments**

- See accomplishments for all City departments beginning on page 107.

## **Personnel Summary**

FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20
2.75	1.00	1.00	1.00	2.00

## **Performance Outcomes**

Measurement	FY 16-17 Actual	FY 17-18 Actual	FY 18-19 Budget	FY 19-20 Budget
<b><i>Workload Output</i></b>				
Tons of garbage collected	10,231	8,934	10,845	13,000
Tons of recyclables collected	3,204	3,505	7,221	3,595
Tons of yard waste collected	3,892	2,670	4,209	3,200
# of service complaints received	15	130	40	150
<b><i>Effectiveness/Service Quality</i></b>				
% "on-time" collection rate	100.00%	100.00%	100.00%	100.00%
% recycling rate	41.00%	54.00%	62.00%	42.00%
Complaints per 1,000 customers	0.40	3.45	1.01	3.74
<b><i>Efficiency</i></b>				
Cost per ton collected and disposed	140.52	222.64	139.47	159.93

# Public Works Administration - 4100

<b>EXPENDITURE GROUPING</b>	<b>FY 2016-17 Actuals</b>	<b>FY 2017-18 Actuals</b>	<b>FY 2018-19 Adopted</b>	<b>FY 2018-19 Amended</b>	<b>FY 2019-20 Adopted</b>
<b><u>SALARIES</u></b>					
Regular Salaries & Wages	46,422	51,002	52,531	52,531	110,972
Overtime	393	-	-	-	-
FICA/Medicare Taxes	3,602	3,808	4,019	4,019	8,354
<b>Total Salaries</b>	<b>50,417</b>	<b>55,023</b>	<b>56,550</b>	<b>56,550</b>	<b>119,326</b>
<b><u>BENEFITS</u></b>					
Retirement Contributions	1,437	1,501	1,601	1,601	4,409
Health Insurance	10,846	11,092	12,428	12,428	24,143
Workers' Compensation	3,469	4,069	4,460	3,581	2,288
<b>Total Benefits</b>	<b>15,752</b>	<b>16,662</b>	<b>18,489</b>	<b>17,610</b>	<b>30,840</b>
<b><u>OPERATING EXPENDITURES</u></b>					
Other Contractual Services	599	-	-	-	-
Travel & Per-Diem	-	-	500	500	500
Communications & Freight	3,917	4,734	4,649	4,649	1,284
Freight & Postage Service	419	363	400	400	400
Utility Services	9,636	9,718	367	367	1,800
Rentals & Leases	7,842	9,216	10,896	10,896	12,785
Insurance	14,889	16,101	18,623	17,497	14,232
Repair and Maintenance	3,339	5,208	4,264	4,264	4,022
Other Current Charges	64	474	150	150	900
Office Supplies	1,335	1,621	2,047	2,042	2,369
Operating Supplies	3,685	5,548	4,500	4,500	6,729
Books, Publications, Subs	175	192	2,625	2,625	600
<b>Total Operating Expenditures</b>	<b>45,900</b>	<b>53,175</b>	<b>49,021</b>	<b>47,890</b>	<b>45,621</b>
<b>Total Expenditures by Grouping</b>	<b>\$ 112,069</b>	<b>\$ 124,860</b>	<b>\$ 124,060</b>	<b>\$ 122,050</b>	<b>\$ 195,787</b>

## **5 Year Budget Projection**

<b>EXPENDITURE GROUPING</b>	<b>2020-21 Projection</b>	<b>2021-22 Projection</b>	<b>2022-23 Projection</b>	<b>2023-24 Projection</b>	<b>2024-25 Projection</b>
Salaries	121,713	124,147	126,630	129,162	131,746
Benefits	32,318	33,874	35,510	37,231	39,043
Operating Expenditures	47,993	50,508	53,174	56,004	59,006
<b>Total Projection</b>	<b>\$ 202,024</b>	<b>\$ 208,528</b>	<b>\$ 215,314</b>	<b>\$ 222,397</b>	<b>\$ 229,795</b>

# Grounds & ROW Maintenance - 4106

## **Description**

Grounds and ROW (right-of-way) Maintenance is performed by continuing service contracts. The landscape and grounds maintenance of various City facilities, parks and rights-of-way including mowing, landscape maintenance, irrigation repairs, fertilizer and pest management, and tree trimming is managed by the Contract Compliance Inspector.

In FY 2016-17, all personnel were removed from division 4106 and were transferred to other Public Works divisions.

## **Personnel Summary**

<b>FY 15-16</b>	<b>FY 16-17</b>	<b>FY 17-18</b>	<b>FY 18-19</b>	<b>FY 19-20</b>
0.50	0.00	0.00	0.00	0.00

# Grounds & ROW Maintenance - 4106

<b>EXPENDITURE GROUPING</b>	<b>FY 2016-17 Actuals</b>	<b>FY 2017-18 Actuals</b>	<b>FY 2018-19 Adopted</b>	<b>FY 2018-19 Amended</b>	<b>FY 2019-20 Adopted</b>
<b><u>SALARIES</u></b>					
Overtime	327	-	-	-	-
FICA/Medicare Taxes	24	-	-	-	-
<b>Total Salaries</b>	<b>351</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b><u>BENEFITS</u></b>					
Retirement Contributions	16	-	-	-	-
Health Insurance	57	-	-	-	-
Workers' Compensation	4	-	-	-	-
<b>Total Benefits</b>	<b>77</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b><u>OPERATING EXPENDITURES</u></b>					
Other Contractual Services	323,903	160,538	186,229	186,229	160,529
Communications & Freight	1,049	-	168	168	-
Utility Services	52,751	58,628	53,318	54,318	57,842
Insurance	3,231	-	-	-	-
Repair and Maintenance	873	626	-	-	-
Promotional Activities	3,796	4,052	80	80	80
Other Current Charges	42	-	-	-	-
Operating Supplies	8,075	13,929	42,500	42,500	21,000
Books, Publications, Subs	-	(17)	-	-	-
<b>Total Operating Expenditures</b>	<b>393,720</b>	<b>237,756</b>	<b>282,295</b>	<b>283,295</b>	<b>239,451</b>
<b>Total Expenditures by Grouping</b>	<b>\$ 394,148</b>	<b>\$ 237,756</b>	<b>\$ 282,295</b>	<b>\$ 283,295</b>	<b>\$ 239,451</b>

## **5 Year Budget Projection**

<b>EXPENDITURE GROUPING</b>	<b>2020-21 Projection</b>	<b>2021-22 Projection</b>	<b>2022-23 Projection</b>	<b>2023-24 Projection</b>	<b>2024-25 Projection</b>
Operating Expenditures	247,791	256,440	265,408	274,710	284,357
<b>Total Projection</b>	<b>\$ 247,791</b>	<b>\$ 256,440</b>	<b>\$ 265,408</b>	<b>\$ 274,710</b>	<b>\$ 284,357</b>

# Sidewalks & Streets Maintenance - 4107

## Description

Streets and Sidewalk Maintenance is responsible for the following maintenance activities:

- 1) Repairing and replacing City street signs;
- 2) Repair and construction of sidewalks and curbs;
- 3) General street repairs and pothole patching to City-maintained roads;
- 4) Tree trimming and other roadway maintenance.



## Goals

- Be one of the safest cities in the region.
- Increase walking and biking options.
- Continue to provide a high level of maintenance for the City's roadway network through an aggressive resurfacing program.
- Re-evaluate the City's roadway system through a new pavement condition analysis.

## Accomplishments

- See accomplishments for all City departments beginning on page 107.

## Personnel Summary

FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20
8.75	8.00	9.00	9.00	9.00

## Performance Outcomes

Measurement	FY 16-17 Actual	FY 17-18 Actual	FY 18-19 Budget	FY 19-20 Budget
<b><i>Workload Output</i></b>				
Concrete repairs (in square feet)	44,103	46,251	40,000	40,000
Asphalt repairs (tons)	69	76	80	150
# street/traffic signs repaired/replaced	82	75	80	80
# of work orders completed	641	416	500	500
<b><i>Effectiveness/Service Quality</i></b>				
% of street/traffic signs replaced	1.58%	1.45%	1.54%	1.54%
% of concrete budget spent	68.30%	75.61%	100.00%	100.00%
% of asphalt budget spent	23.73%	71.58%	100.00%	100.00%
<b><i>Efficiency</i></b>				
Cost per square foot of concrete installed	2.97	2.50	2.50	2.50

# Sidewalks & Streets Maintenance - 4107

<b>EXPENDITURE GROUPING</b>	<b>FY 2016-17 Actuals</b>	<b>FY 2017-18 Actuals</b>	<b>FY 2018-19 Adopted</b>	<b>FY 2018-19 Amended</b>	<b>FY 2019-20 Adopted</b>
<b><u>SALARIES</u></b>					
Regular Salaries & Wages	265,647	281,937	316,459	316,459	323,306
Other Salaries & Wages	-	8,547	-	-	-
Overtime	13,193	15,778	10,000	10,000	15,000
Special Pay	148	1,079	297	297	-
FICA/Medicare Taxes	20,678	22,372	24,343	24,343	24,894
<b>Total Salaries</b>	<b>299,666</b>	<b>329,713</b>	<b>351,099</b>	<b>351,099</b>	<b>363,200</b>
<b><u>BENEFITS</u></b>					
Retirement Contributions	9,578	11,103	12,641	12,641	14,954
Health Insurance	80,718	81,934	107,335	107,335	114,096
Workers' Compensation	18,306	22,420	25,265	20,287	12,963
<b>Total Benefits</b>	<b>108,602</b>	<b>115,457</b>	<b>145,241</b>	<b>140,263</b>	<b>142,013</b>
<b><u>OPERATING EXPENDITURES</u></b>					
Professional Services	1,900	-	-	-	-
Other Contractual Services	72,000	-	-	-	-
Communications & Freight	4,471	4,724	4,539	4,539	9,261
Utility Services	732,001	216,573	2,304	2,304	2,366
Rentals & Leases	56,192	45,322	55,404	55,404	85,088
Insurance	14,832	18,377	20,337	17,226	11,961
Repair and Maintenance	135,975	126,682	125,536	130,536	145,153
Promotional Activities	22,844	51	5,000	5,000	5,000
Other Current Charges	1,249	644	1,500	1,500	500
Office Supplies	682	360	325	325	706
Operating Supplies	47,905	49,867	45,770	45,770	49,320
Road Materials & Supplies	11,558	20,941	20,000	20,000	20,000
Books, Publications, Subs	445	380	1,400	1,400	2,000
<b>Total Operating Expenditures</b>	<b>1,102,054</b>	<b>483,921</b>	<b>282,115</b>	<b>284,004</b>	<b>331,355</b>
<b>Total Expenditures by Grouping</b>	<b>\$ 1,510,322</b>	<b>\$ 929,091</b>	<b>\$ 778,455</b>	<b>\$ 775,366</b>	<b>\$ 836,568</b>

## **5 Year Budget Projection**

<b>EXPENDITURE GROUPING</b>	<b>2020-21 Projection</b>	<b>2021-22 Projection</b>	<b>2022-23 Projection</b>	<b>2023-24 Projection</b>	<b>2024-25 Projection</b>
Salaries	370,464	377,873	385,431	393,139	401,002
Benefits	149,054	156,469	164,279	172,507	181,176
Operating Expenditures	343,643	356,434	369,753	383,624	398,073
<b>Total Projection</b>	<b>\$ 863,161</b>	<b>\$ 890,777</b>	<b>\$ 919,464</b>	<b>\$ 949,271</b>	<b>\$ 980,251</b>

# Hurricane Recovery - 4199

## **Description**

The hurricane recovery department is used to isolate and record all the general fund expenditures for debris removal and clean up as a result of hurricane. The FY 2016-17 Actuals reflect expenses related to Hurricane Matthew, while the FY 2017-18 Actuals and FY 2018-19 Amended Budget reflect expenses related to Hurricane Irma.

## **Accomplishments**

- See accomplishments for all City departments beginning on page 107.

## **Personnel Summary**

<b>FY 15-16</b>	<b>FY 16-17</b>	<b>FY 17-18</b>	<b>FY 18-19</b>	<b>FY 19-20</b>
0.00	0.00	0.00	0.00	0.00

# Hurricane Recovery - 4199

<b>EXPENDITURE GROUPING</b>	<b>FY 2016-17 Actuals</b>	<b>FY 2017-18 Actuals</b>	<b>FY 2018-19 Adopted</b>	<b>FY 2018-19 Amended</b>	<b>FY 2019-20 Adopted</b>
<b><u>OPERATING EXPENDITURES</u></b>					
Professional Services	-	119,118	-	80,882	-
Other Contractual Services	26,995	425,293	-	-	-
Other Current Charges	187	-	-	-	-
<b>Total Operating Expenditures</b>	<b>27,182</b>	<b>544,411</b>	<b>-</b>	<b>80,882</b>	<b>-</b>
<b>Total Expenditures by Grouping</b>	<b>\$ 27,182</b>	<b>\$ 544,411</b>	<b>\$ -</b>	<b>\$ 80,882</b>	<b>\$ -</b>

# Economic Development - 5900

## **Description**

The Economic Development program is responsible for promoting new business recruitment consistent with the City's Economic Development Strategic Plan and identifying target industries, developing and overseeing efforts focused on retention and expansion of existing businesses. In FY 2016-17 through FY 2018-19 The City also used a consultant, Retail Strategies, to meet the needs and services essential to building a commercial base for the City. Retail Strategies is a full-service consulting firm that develops and implements long-term retail commercial real estate strategies for municipalities and economic development agencies.

## **Goals**

- Connecting the right people around a solid recruitment strategy.
- Providing retailers with a clear understanding of our community and the opportunity it represents to them.
- Knowing what the retailers are looking for and translate the needs of the community into their language.
- Working in harmony with local brokers, developers, and property owners to facilitate success.

## **Accomplishments**

- See accomplishments for all City departments beginning on page 107.

## **Personnel Summary**

<b>FY 15-16</b>	<b>FY 16-17</b>	<b>FY 17-18</b>	<b>FY 18-19</b>	<b>FY 19-20</b>
0.00	0.00	0.00	0.00	0.00

# Economic Development - 5900

<b>EXPENDITURE GROUPING</b>	<b>FY 2016-17 Actuals</b>	<b>FY 2017-18 Actuals</b>	<b>FY 2018-19 Adopted</b>	<b>FY 2018-19 Amended</b>	<b>FY 2019-20 Adopted</b>
<b><u>OPERATING EXPENDITURES</u></b>					
Professional Services	20,000	30,000	35,000	35,000	5,000
Books, Publications, Subs	3,500	-	-	-	-
<b>Total Operating Expenditures</b>	<b>23,500</b>	<b>30,000</b>	<b>35,000</b>	<b>35,000</b>	<b>5,000</b>
<b>Total Expenditures by Grouping</b>	<b>\$ 23,500</b>	<b>\$ 30,000</b>	<b>\$ 35,000</b>	<b>\$ 35,000</b>	<b>\$ 5,000</b>

## **5 Year Budget Projection**

<b>EXPENDITURE GROUPING</b>	<b>2020-21 Projection</b>	<b>2021-22 Projection</b>	<b>2022-23 Projection</b>	<b>2023-24 Projection</b>	<b>2024-25 Projection</b>
Operating Expenditures	5,150	5,305	5,464	5,628	5,796
<b>Total Projection</b>	<b>\$ 5,150</b>	<b>\$ 5,305</b>	<b>\$ 5,464</b>	<b>\$ 5,628</b>	<b>\$ 5,796</b>

# Recreation & Parks Administration -7200

## Description

Recreation and Parks Administration provides the administrative support and leadership necessary to oversee the daily activities of ten operating programs, including:

- 1) Administration;
- 2) Riverside Recreational Programs;
- 3) Oviedo Blvd. Aquatics;
- 4) Gymnasium and Athletic Programs;
- 5) Parks Maintenance;
- 6) Concessions;
- 7) Recreation Facilities Maintenance;
- 8) Special Events; including the Annual Relay for Life Golf Outing;
- 9) General Facilities Maintenance; and
- 10) Center Lake Park Amphitheater/Cultural Center.



## Goals

- Execute and update the Recreation Master Plan.
- Maintain the current ratio of park land to number of residents.
- Provide leadership on critical local and regional issues.
- Periodic review and updating of the Strategic Plan.
- Attain national accreditation for Recreation and Parks.

## Accomplishments

- See accomplishments for all City departments beginning on page 107.

## Personnel Summary

FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20
2.00	2.00	3.00	3.00	3.00

## Performance Outcomes

Measurement	FY 16-17 Actual	FY 17-18 Actual	FY 18-19 Budget	FY 19-20 Budget
<b><i>Workload Output</i></b>				
Total # of participants for all programs	309,203	299,787	318,468	333,199
<b><i>Efficiency</i></b>				
% cost recovery department wide	31.50%	29.90%	28.00%	28.30%
Total cost per participant (department wide)	16.85	18.57	19.01	18.22
Total cost per capita (department wide)	140.32	147.65	152.36	152.77

# Recreation & Parks Administration -7200

EXPENDITURE GROUPING	FY 2016-17 Actuals	FY 2017-18 Actuals	FY 2018-19 Adopted	FY 2018-19 Amended	FY 2019-20 Adopted
<b><u>SALARIES</u></b>					
Executive Salaries	111,706	119,483	123,510	123,510	131,892
Regular Salaries & Wages	39,765	101,671	104,301	104,301	109,244
Overtime	1,353	804	900	900	900
Special Pay	-	74	223	223	445
FICA/Medicare Taxes	11,532	16,777	17,046	17,046	17,984
<b>Total Salaries</b>	<b>164,356</b>	<b>238,809</b>	<b>245,980</b>	<b>245,980</b>	<b>260,465</b>
<b><u>BENEFITS</u></b>					
Retirement Contributions	6,155	9,770	10,001	10,001	10,567
Health Insurance	22,013	39,067	42,152	42,152	43,081
Workers' Compensation	326	511	543	436	279
<b>Total Benefits</b>	<b>28,494</b>	<b>49,348</b>	<b>52,696</b>	<b>52,589</b>	<b>53,927</b>
<b><u>OPERATING EXPENDITURES</u></b>					
Professional Services	5,492	14,931	10,255	15,255	10,255
Other Contractual Services	163	95	-	-	1,600
Travel & Per-Diem	1,332	3,253	4,773	4,773	5,373
Communications & Freight	5,267	3,227	2,667	2,667	2,077
Freight & Postage Service	469	454	470	470	470
Utility Services	178,609	207,631	194,904	214,904	228,858
Rentals & Leases	11,692	10,519	12,857	12,857	19,742
Insurance	9,803	10,214	10,173	8,938	14,059
Repair and Maintenance	4,742	5,471	7,084	30,084	11,171
Promotional Activities	5,090	-	500	500	500
Other Current Charges	33,145	36,968	23,150	23,150	37,210
Office Supplies	5,184	4,209	5,003	4,998	6,853
Operating Supplies	4,961	10,983	7,335	7,335	17,329
Books, Publications, Subs	815	1,531	4,865	4,865	5,280
<b>Total Operating Expenditures</b>	<b>266,764</b>	<b>309,486</b>	<b>284,036</b>	<b>330,796</b>	<b>360,777</b>
<b><u>CAPITAL</u></b>					
Land	-	51,649	-	-	-
<b>Total Capital</b>	<b>-</b>	<b>51,649</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Expenditures by Grouping</b>	<b>\$ 459,614</b>	<b>\$ 649,292</b>	<b>\$ 582,712</b>	<b>\$ 629,365</b>	<b>\$ 675,169</b>

## 5 Year Budget Projection

EXPENDITURE GROUPING	2020-21 Projection	2021-22 Projection	2022-23 Projection	2023-24 Projection	2024-25 Projection
Salaries	265,674	270,988	276,408	281,936	287,574
Benefits	56,315	58,816	61,437	64,183	67,060
Operating Expenditures	377,275	394,573	412,712	431,735	451,687
<b>Total Projection</b>	<b>\$ 699,264</b>	<b>\$ 724,377</b>	<b>\$ 750,556</b>	<b>\$ 777,853</b>	<b>\$ 806,321</b>

# Riverside Recreation Center - 7201

## Description

Riverside Park Recreation promotes and coordinates activities focused mainly at youth events such as: summer camps, school days out events (approximately 30 days per school year), and five (5) fifth grade dances, which will be relocated to Center Lake Park in FY 2019-20. In addition, this division oversees other recreation facilities and programs such as tennis, racquetball, and indoor contractual programs. Staff also oversees a special needs program that meets 3 times each month throughout the school year. Riverside Skate Park includes a 30,000 square foot Skate Park facility that allows beginners, intermediate, and advanced skaters to utilize, on a fee basis, the state-of-the-art facility to learn fundamentals of skating or gain experience. The Skate Park, is a supervised facility, and is available for rollerblading and/or skateboarding. The skate park also offers BMX bike and scooter sessions, which have been introduced this past year.



## Goals

- Maintain the fiscal health and affordability of recreation programming.
- Continue to deliver a diverse range of recreation programs.
- Support civic pride and community participation.
- Provide high levels of customer service, productivity, and efficiency.

## Accomplishments

- See accomplishments for all City departments beginning on page 107.

## Personnel Summary

FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20
5.50	5.50	6.00	6.00	6.00

## Performance Outcomes

Measurement	FY 16-17 Actual	FY 17-18 Actual	FY 18-19 Budget	FY 19-20 Budget
<b><i>Workload Output</i></b>				
Total # of participants in all programs	11,464	11,797	10,773	11,885
# hours Riverside Facility is "in use"	3,857	4,469	4,270	4,516
# of skate park residents	1,335	1,782	1,519	1,328
# of skate park non-residents	3,640	2,177	3,090	1,914
# of skate park injuries	3.5	4.8	4.5	4.0
<b><i>Effectiveness/Service Quality</i></b>				
% hours "in use"	83.80%	95.90%	95.00%	96.40%
Participant satisfaction rating	95.00%	94.00%	94.00%	95.00%
# of injuries per 1,000 skaters	0.7	1.2	1.0	1.2
Average skaters per hour	2.3	1.8	2.1	1.5

# Riverside Recreation Center - 7201

EXPENDITURE GROUPING	FY 2016-17 Actuals	FY 2017-18 Actuals	FY 2018-19 Adopted	FY 2018-19 Amended	FY 2019-20 Adopted
<b><u>SALARIES</u></b>					
Regular Salaries & Wages	193,471	184,310	209,574	209,574	202,279
Other Salaries & Wages	100,454	104,978	98,654	98,654	97,960
Overtime	2,077	1,579	1,200	1,200	1,200
Special Pay	-	107	223	223	74
FICA/Medicare Taxes	21,771	21,270	22,199	22,199	21,632
<b>Total Salaries</b>	<b>317,773</b>	<b>312,244</b>	<b>331,850</b>	<b>331,850</b>	<b>323,145</b>
<b><u>BENEFITS</u></b>					
Retirement Contributions	9,259	8,452	9,865	9,865	8,844
Health Insurance	58,917	55,019	64,477	64,477	65,922
Workers' Compensation	8,244	8,688	5,705	4,581	2,927
Unemployment	-	-	-	-	-
<b>Total Benefits</b>	<b>76,420</b>	<b>72,159</b>	<b>80,047</b>	<b>78,923</b>	<b>77,693</b>
<b><u>OPERATING EXPENDITURES</u></b>					
Other Contractual Services	28,960	32,693	28,800	47,881	27,300
Travel & Per-Diem	177	352	375	375	375
Communications & Freight	1,534	1,583	1,830	1,830	1,732
Utility Services	12,612	14,452	14,085	14,085	15,825
Rentals & Leases	5,819	5,819	5,820	5,820	5,819
Insurance	17,131	17,995	20,039	16,544	12,089
Repair and Maintenance	1,209	4,317	8,070	8,070	6,620
Promotional Activities	-	-	200	200	200
Office Supplies	4,834	6,250	6,806	6,806	6,552
Operating Supplies	61,298	49,555	55,555	52,940	53,921
Books, Publications, Subs	1,195	1,616	2,130	2,130	2,625
<b>Total Operating Expenditures</b>	<b>134,769</b>	<b>134,632</b>	<b>143,710</b>	<b>156,681</b>	<b>133,058</b>
<b>Total Expenditures by Grouping</b>	<b>\$ 528,962</b>	<b>\$ 519,035</b>	<b>\$ 555,607</b>	<b>\$ 567,454</b>	<b>\$ 533,896</b>

## **5 Year Budget Projection**

EXPENDITURE GROUPING	2020-21 Projection	2021-22 Projection	2022-23 Projection	2023-24 Projection	2024-25 Projection
Salaries	329,608	336,200	342,924	349,783	356,778
Benefits	81,400	85,294	89,385	93,684	98,200
Operating Expenditures	138,087	143,337	148,819	154,547	160,531
<b>Total Projection</b>	<b>\$ 549,095</b>	<b>\$ 564,831</b>	<b>\$ 581,129</b>	<b>\$ 598,013</b>	<b>\$ 615,510</b>

# City Sponsored Athletics - 7202

## Description

This division oversees all athletic activities and programming, including those programs offered at the Gymnasium/Aquatic Facility. This division is responsible for coordinating and scheduling the use of fields by outside youth and adult athletic leagues such as Babe Ruth, Little League, Central Florida Soccer Alliance Seminole County schools. Adult leagues include flag-football, basketball, and softball. Youth leagues include archery, flag-football, basketball, volleyball, indoor rock climbing, and the Start Smart youth program.

The Gymnasium consists of a 20,000 square foot building with a high school regulation basketball/volleyball court, fitness center, climbing wall, multi-purpose room, and locker rooms for men and women. Programming includes volleyball and basketball league play for youth and adults, clinics, and an “open use” for the gym and fitness room. Located adjacent to the Aquatics facility, the Gymnasium staff also monitors Aquatic facility usage, registers participants, and collects pool fees.

## Goals

- Maintain the fiscal health and affordability of athletic programming.
- Continue to deliver a diverse range of athletic programs.
- Support civic pride and community participation.
- Provide high levels of customer service, productivity, and efficiency.

## Accomplishments

- See accomplishments for all City departments beginning on page 107.

## Personnel Summary

FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20
6.50	6.50	8.25	8.25	8.25

## Performance Outcomes

Measurement	FY 16-17 Actual	FY 17-18 Actual	FY 18-19 Budget	FY 19-20 Budget
<b><i>Workload Output</i></b>				
Revenue generated	363,267	415,469	383,047	410,165
Total # participants (all programs)	84,813	79,058	81,145	77,962
# of athletic residents	10,510	10,337	8,548	10,711
# of athletic non-residents	20,799	17,130	17,307	17,687
# of fitness center users	5,293	4,445	5,524	4,623
# of hours gym is “in-use”	2,160	2,805	2,535	1,535
<b><i>Effectiveness/Service Quality</i></b>				
% hours gym is in used	80.00%	79.20%	81.30%	49.20%
<b><i>Efficiency</i></b>				
Cost per participant (net of revenue)	2.06	2.26	4.02	3.83
% cost recovery	67.50%	70.00%	54.00%	57.90%

# City Sponsored Athletics - 7202

<b>EXPENDITURE GROUPING</b>	<b>FY 2016-17 Actuals</b>	<b>FY 2017-18 Actuals</b>	<b>FY 2018-19 Adopted</b>	<b>FY 2018-19 Amended</b>	<b>FY 2019-20 Adopted</b>
<b><u>SALARIES</u></b>					
Regular Salaries & Wages	208,784	258,235	283,383	283,383	296,506
Other Salaries & Wages	42,373	55,871	74,829	74,829	73,013
Overtime	1,922	2,678	1,200	1,200	1,200
Special Pay	74	-	74	74	-
FICA/Medicare Taxes	18,446	23,069	25,305	25,305	26,880
<b>Total Salaries</b>	<b>271,599</b>	<b>339,853</b>	<b>384,791</b>	<b>384,791</b>	<b>397,599</b>
<b><u>BENEFITS</u></b>					
Retirement Contributions	10,292	12,475	13,334	13,334	14,375
Health Insurance	76,834	79,370	92,986	92,986	90,333
Workers' Compensation	7,476	10,150	10,468	8,405	5,371
<b>Total Benefits</b>	<b>94,602</b>	<b>101,995</b>	<b>116,788</b>	<b>114,725</b>	<b>110,079</b>
<b><u>OPERATING EXPENDITURES</u></b>					
Other Contractual Services	79,752	75,646	97,713	87,713	82,213
Travel & Per-Diem	-	696	1,750	1,750	1,650
Communications & Freight	2,059	2,189	2,626	2,626	2,769
Rentals & Leases	5,870	5,870	7,891	7,891	9,610
Insurance	11,609	12,193	13,580	11,212	8,193
Repair and Maintenance	25,693	5,798	8,700	25,990	8,700
Office Supplies	3,496	3,023	2,079	2,079	2,183
Operating Supplies	51,284	62,625	61,555	61,555	60,325
Books, Publications, Subs	8,900	8,614	11,512	10,046	12,052
<b>Total Operating Expenditures</b>	<b>188,663</b>	<b>176,654</b>	<b>207,406</b>	<b>210,862</b>	<b>187,695</b>
<b>Total Expenditures by Grouping</b>	<b>\$ 554,864</b>	<b>\$ 618,502</b>	<b>\$ 708,985</b>	<b>\$ 710,378</b>	<b>\$ 695,373</b>

## **5 Year Budget Projection**

<b>EXPENDITURE GROUPING</b>	<b>2020-21 Projection</b>	<b>2021-22 Projection</b>	<b>2022-23 Projection</b>	<b>2023-24 Projection</b>	<b>2024-25 Projection</b>
Salaries	405,551	413,662	421,935	430,374	438,981
Benefits	115,313	120,813	126,593	132,667	139,053
Operating Expenditures	193,928	200,390	207,091	214,042	221,255
<b>Total Projection</b>	<b>\$ 714,792</b>	<b>\$ 734,864</b>	<b>\$ 755,619</b>	<b>\$ 777,084</b>	<b>\$ 799,289</b>

# Athletic Field & Park Maintenance - 7204

## Description

The Parks Maintenance Program includes:

- 1) Fields maintenance;
- 2) Hard court maintenance;
- 3) Maintenance and repair of playground equipment, shelters, and restroom facilities at 11 city parks. The maintenance activities include field preparation and mowing of 20 athletic fields (5 adult softball fields, 8 youth baseball fields, 3 multi-purpose fields, 4 soccer fields), 11 tennis courts, and general facility maintenance including janitorial services, as well as repair of lighting, fencing, and irrigation.



## Goals

- Provide high levels of park and athletic field maintenance.
- Be one of the safest cities in the region.
- Support civic pride and community participation.
- Provide high levels of customer service, productivity, and efficiency.

## Accomplishments

- See accomplishments for all City departments beginning on page 107.

## Personnel Summary

FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20
13.00	13.00	13.00	13.00	14.00

## Performance Outcomes

Measurement	FY 16-17 Actual	FY 17-18 Actual	FY 18-19 Budget	FY 19-20 Budget
<b><i>Workload Output</i></b>				
# of field mowing's	1,291	1,138	1,116	1,365
# of field preparations	4,393	4,459	4,429	3,763
Total # of maintenance work orders	9,980	9,744	10,086	9,872
<b><i>Effectiveness/Service Quality</i></b>				
Participant satisfaction rating:				
Facility appearance	95.00%	95.00%	95.00%	95.00%
Parks appearance	95.00%	95.00%	95.00%	95.00%
<b><i>Efficiency</i></b>				
Cost per hour of maintenance	41.48	49.99	48.34	51.97

# Athletic Field & Park Maintenance - 7204

EXPENDITURE GROUPING	FY 2016-17 Actuals	FY 2017-18 Actuals	FY 2018-19 Adopted	FY 2018-19 Amended	FY 2019-20 Adopted
<b><u>SALARIES</u></b>					
Regular Salaries & Wages	440,239	430,587	485,929	485,929	531,349
Other Salaries & Wages	-	52,845	-	-	-
Overtime	8,953	16,632	12,000	12,000	16,000
Special Pay	-	1,221	223	223	371
FICA/Medicare Taxes	33,314	32,759	36,263	36,263	40,092
<b>Total Salaries</b>	482,506	534,044	534,415	534,415	587,812
<b><u>BENEFITS</u></b>					
Retirement Contributions	21,372	21,177	23,805	23,805	26,669
Health Insurance	136,047	138,482	168,068	168,068	201,066
Workers' Compensation	18,352	21,682	27,419	22,017	14,068
<b>Total Benefits</b>	175,771	181,341	219,292	213,890	241,803
<b><u>OPERATING EXPENDITURES</u></b>					
Communications & Freight	6,931	10,902	7,155	6,496	5,182
Utility Services	62,695	64,560	69,484	82,484	71,903
Rentals & Leases	55,820	48,588	57,714	58,019	89,186
Insurance	13,570	14,255	15,875	13,106	9,577
Repair and Maintenance	140,111	178,549	169,262	247,022	168,339
Other Current Charges	175	150	-	-	-
Office Supplies	1,225	574	750	750	-
Operating Supplies	97,494	104,990	80,688	71,098	79,904
Books, Publications, Subs	599	445	800	800	800
<b>Total Operating Expenditures</b>	378,620	423,013	401,728	479,775	424,891
<b><u>CAPITAL</u></b>					
Capital Assets	-	11,690	-	7,100	-
<b>Total Capital</b>	-	11,690	-	7,100	-
<b>Total Expenditures by Grouping</b>	<b>\$ 1,036,897</b>	<b>\$ 1,150,088</b>	<b>\$ 1,155,435</b>	<b>\$ 1,235,180</b>	<b>\$ 1,254,506</b>

## **5 Year Budget Projection**

EXPENDITURE GROUPING	2020-21 Projection	2021-22 Projection	2022-23 Projection	2023-24 Projection	2024-25 Projection
Salaries	599,568	611,560	623,791	636,267	648,992
Benefits	253,515	265,831	278,782	292,404	306,732
Operating Expenditures	441,338	458,479	476,343	494,967	514,383
<b>Total Projection</b>	<b>\$ 1,294,422</b>	<b>\$ 1,335,869</b>	<b>\$ 1,378,916</b>	<b>\$ 1,423,637</b>	<b>\$ 1,470,107</b>

# Concessions - 7206

## **Description**

Concessions consists of six (6) sites – including one full service concession facility with hot and cold menu items located at the Gymnasium/Aquatics Facility. All other concession facilities serve pre-packaged food items. One concession stand is available at the Riverside Park; two are available at the Oviedo Sports Complex; one at Shane Kelly Park; and one at Center Lake Park's Cantina. There is also one mobile cart available at various parks and recreation facilities. The Concession program is working on various strategies to increase sales as well as menu variety and quality in an effort to become a self-supporting operation.

In FY 2017-18, all personnel and operating expenses were moved from department/division 7206 and transferred to department/division 7212.

## **Personnel Summary**

<b>FY 15-16</b>	<b>FY 16-17</b>	<b>FY 17-18</b>	<b>FY 18-19</b>	<b>FY 19-20</b>
3.00	3.00	0.00	0.00	0.00

# Concessions - 7206

<b>EXPENDITURE GROUPING</b>	<b>FY 2016-17 Actuals</b>	<b>FY 2017-18 Actuals</b>	<b>FY 2018-19 Adopted</b>	<b>FY 2018-19 Amended</b>	<b>FY 2019-20 Adopted</b>
<b><u>SALARIES</u></b>					
Regular Salaries & Wages	53,217	-	-	-	-
Other Salaries & Wages	39,414	-	-	-	-
Overtime	3,297	-	-	-	-
FICA/Medicare Taxes	7,274	-	-	-	-
<b>Total Salaries</b>	103,202	-	-	-	-
<b><u>BENEFITS</u></b>					
Retirement Contributions	2,807	-	-	-	-
Health Insurance	18,168	-	-	-	-
Workers' Compensation	8,111	-	-	-	-
Unemployment	-	-	-	-	-
<b>Total Benefits</b>	29,086	-	-	-	-
<b><u>OPERATING EXPENDITURES</u></b>					
Communications & Freight	422	21	-	-	-
Utility Services	540	-	-	-	-
Insurance	5,132	-	-	-	-
Repair and Maintenance	900	-	-	-	-
Promotional Activities	422	-	-	-	-
Other Current Charges	1,606	-	-	-	-
Operating Supplies	71,176	-	-	-	-
Books, Publications, Subs	679	-	-	-	-
<b>Total Operating Expenditures</b>	80,877	21	-	-	-
Operating Expenditures	<b>\$ 213,165</b>	<b>\$ 21</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

# Oviedo Boulevard Aquatics - 7208

## Description

The Aquatics Facility consists of a 50-meter Olympic sized swimming pool and a “Splash Zone” family pool. The 552,000-gallon Olympic pool has a 306-person capacity, whereas the recreational Splash Zone/family pool contains almost 60,000 gallons and has a 66-person capacity.

The Aquatic Facility provides private and public swimming instruction. Programs include: water aerobics, youth school days out, and summer camp, and the facility can be rented for birthday parties, family reunions, etc. Youth pool dances and family pool nights are also offered at Riverside Park.



## Goals

- Maintain the fiscal health and affordability of aquatic programming.
- Continue to deliver a diverse range of aquatic programs.
- Support civic pride and community participation.
- Provide high levels of customer service, productivity, and efficiency.

## Accomplishments

- See accomplishments for all City departments beginning on page 107.

## Personnel Summary

FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20
4.50	4.50	4.00	4.00	5.00

## Performance Outcomes

Measurement	FY 16-17 Actual	FY 17-18 Actual	FY 18-19 Budget	FY 19-20 Budget
<b><i>Workload Output</i></b>				
Total # of participants:				
Olympic pool	26,426	23,419	27,157	23,655
City residents – open swim	9,671	8,692	9,769	8,673
Non-residents – open swim	5,349	2,873	5,322	2,966
Average # of swimmers per day/hour	40	26	39	28
<b><i>Effectiveness/Service Quality</i></b>				
Participant satisfaction rating	97.00%	97.00%	97.00%	98.00%
<b><i>Efficiency</i></b>				
Cost per participant (net of revenue)	2.41	3.06	2.19	3.04
% cost recovery	51.20%	56.20%	53.80%	55.90%

# Oviedo Boulevard Aquatics - 7208

EXPENDITURE GROUPING	FY 2016-17 Actuals	FY 2017-18 Actuals	FY 2018-19 Adopted	FY 2018-19 Amended	FY 2019-20 Adopted
<b><u>SALARIES</u></b>					
Regular Salaries & Wages	143,524	119,394	131,506	131,506	164,938
Other Salaries & Wages	195,264	187,459	195,002	195,002	195,001
Overtime	1,097	2,176	1,000	1,000	1,000
Special Pay	-	-	-	-	74
FICA/Medicare Taxes	25,694	23,031	24,185	24,185	26,731
<b>Total Salaries</b>	<b>365,579</b>	<b>332,060</b>	<b>351,693</b>	<b>351,693</b>	<b>387,744</b>
<b><u>BENEFITS</u></b>					
Retirement Contributions	6,999	6,040	6,525	6,525	8,297
Health Insurance	45,508	48,182	58,442	58,442	72,313
Workers' Compensation	12,345	12,235	5,428	4,359	2,785
<b>Total Benefits</b>	<b>64,852</b>	<b>66,457</b>	<b>70,395</b>	<b>69,326</b>	<b>83,395</b>
<b><u>OPERATING EXPENDITURES</u></b>					
Other Contractual Services	-	-	2,500	4,400	2,500
Travel & Per-Diem	240	206	510	510	510
Communications & Freight	1,440	2,371	2,622	2,622	2,978
Utility Services	53,750	68,502	63,865	63,865	75,098
Rentals & Leases	-	-	-	-	-
Insurance	13,071	13,727	15,290	12,623	9,224
Repair and Maintenance	63,311	43,953	29,800	43,989	34,210
Operating Supplies	42,481	46,704	44,075	40,406	49,860
Books, Publications, Subs	3,885	2,934	3,000	3,000	4,600
<b>Total Operating Expenditures</b>	<b>178,178</b>	<b>178,397</b>	<b>161,662</b>	<b>171,415</b>	<b>178,980</b>
<b><u>CAPITAL</u></b>					
Improvements Other than Bldgs	-	31,583	-	-	-
Capital Assets	11,577	-	-	-	-
<b>Total Capital</b>	<b>11,577</b>	<b>31,583</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Expenditures by Grouping</b>	<b>\$ 620,186</b>	<b>\$ 608,497</b>	<b>\$ 583,750</b>	<b>\$ 592,434</b>	<b>\$ 650,119</b>

## **5 Year Budget Projection**

EXPENDITURE GROUPING	2020-21 Projection	2021-22 Projection	2022-23 Projection	2023-24 Projection	2024-25 Projection
Salaries	395,499	403,409	411,477	419,707	428,101
Benefits	87,399	91,606	96,024	100,667	105,544
Operating Expenditures	186,313	193,977	201,990	210,370	219,134
<b>Total Projection</b>	<b>\$ 669,211</b>	<b>\$ 688,992</b>	<b>\$ 709,492</b>	<b>\$ 730,743</b>	<b>\$ 752,779</b>

# Facility Maint. & Custodial Services - 7210

## Description

Recreation Facility Maintenance is a support service function of City government. It provides repair and maintenance services for recreation facility buildings and structures. The services provided include janitorial, routine electrical, plumbing, carpentry, air conditioning, painting, and miscellaneous repairs as well as oversight of contracted services for electrical, extermination, and air conditioning.

In FY 2017-18, all personnel and operating expenses were moved from department/division 1910 and transferred to department/division 7210.



## Goals

- Be one of the safest cities in the region.
- Provide a high level of custodial service and building maintenance for City buildings.
- Continue high levels of customer service, productivity, and efficiency.

## Accomplishments

- See accomplishments for all City departments beginning on page 107.

## Personnel Summary

FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20
3.50	4.50	9.00	9.00	10.00

## Performance Outcomes

Measurement	FY 16-17 Actual	FY 17-18 Actual	FY 18-19 Budget	FY 19-20 Budget
<b><i>Workload Output</i></b>				
# of work orders completed				
Custodial services	1,381	2,062	2,288	1,773
Repairs	110	356	335	403
Emergencies	3	40	35	34
Other	121	358	152	575
<b><i>Effectiveness/Service Quality</i></b>				
% of emergency work orders completed in 24 hrs.	100.00%	100.00%	100.00%	100.00%
<b><i>Efficiency</i></b>				
Cost per work order completed	204.89	276.06	298.42	296.87
Cost per square foot to maintain/repair	7.34	7.10	7.66	7.55

# Facility Maint. & Custodial Services - 7210

EXPENDITURE GROUPING	FY 2016-17 Actuals	FY 2017-18 Actuals	FY 2018-19 Adopted	FY 2018-19 Amended	FY 2019-20 Adopted
<b><u>SALARIES</u></b>					
Regular Salaries & Wages	121,394	295,906	332,299	332,299	349,235
Overtime	2,343	12,534	6,200	6,200	12,000
Special Pay	74	284	297	297	371
FICA/Medicare Taxes	9,408	22,950	24,379	24,379	27,059
<b>Total Salaries</b>	133,219	342,485	363,175	363,175	388,665
<b><u>BENEFITS</u></b>					
Retirement Contributions	6,074	15,322	16,307	16,307	18,061
Health Insurance	32,381	86,990	103,707	103,707	130,700
Workers' Compensation	4,078	12,116	12,796	10,275	6,565
<b>Total Benefits</b>	42,533	114,428	132,810	130,289	155,326
<b><u>OPERATING EXPENDITURES</u></b>					
Professional Services	-	2,966	4,500	37,297	4,500
Other Contractual Services	50,194	58,193	53,100	53,100	53,700
Communications & Freight	2,075	7,830	4,676	6,626	3,527
Utility Services	2,847	3,779	4,000	4,000	4,000
Rentals & Leases	2,232	23,121	21,979	22,333	30,463
Insurance	5,303	23,678	26,371	21,772	15,909
Repair and Maintenance	68,940	169,684	167,890	223,570	167,523
Other Current Charges	5	7	-	-	-
Office Supplies	1,066	1,079	1,000	1,000	-
Operating Supplies	22,480	57,404	58,302	70,112	56,454
Books, Publications, Subs	-	199	750	750	750
<b>Total Operating Expenditures</b>	155,142	347,940	342,568	440,560	336,826
<b><u>CAPITAL</u></b>					
Improvements Other than Bldgs	-	-	-	20,500	-
<b>Total Capital</b>	-	-	-	20,500	-
<b>Total Expenditures by Grouping</b>	<b>\$ 330,894</b>	<b>\$ 804,853</b>	<b>\$ 838,553</b>	<b>\$ 954,524</b>	<b>\$ 880,817</b>

## **5 Year Budget Projection**

EXPENDITURE GROUPING	2020-21 Projection	2021-22 Projection	2022-23 Projection	2023-24 Projection	2024-25 Projection
Salaries	396,438	404,367	412,454	420,703	429,118
Benefits	162,747	170,545	178,738	187,348	196,397
Operating Expenditures	348,415	360,451	372,952	385,941	399,439
<b>Total Projection</b>	<b>\$ 907,601</b>	<b>\$ 935,363</b>	<b>\$ 964,144</b>	<b>\$ 993,992</b>	<b>\$ 1,024,953</b>

# Recreation Special Events - 7211

## **Description**

Ordinance No. 1546 defines events "sponsored by the City". The Recreation and Parks Department currently organizes (5) five special events annually. These events are Carnival of Screams, Winterfest at Snow Mountain, Dr. Martin Luther King Jr., Marshmallow Drop, and 4th of July Celebration.

In FY 2017-18, all personnel and operating expense were moved from department/division 7211 and transferred to department/division 7212.

## **Personnel Summary**

<b>FY 15-16</b>	<b>FY 16-17</b>	<b>FY 17-18</b>	<b>FY 18-19</b>	<b>FY 19-20</b>
1.00	.50	0.00	0.00	0.00

# Recreation Special Events - 7211

<b>EXPENDITURE GROUPING</b>	<b>FY 2016-17 Actuals</b>	<b>FY 2017-18 Actuals</b>	<b>FY 2018-19 Adopted</b>	<b>FY 2018-19 Amended</b>	<b>FY 2019-20 Adopted</b>
<b><u>SALARIES</u></b>					
Other Salaries & Wages	12,682	-	-	-	-
Overtime	541	-	-	-	-
FICA/Medicare Taxes	1,010	-	-	-	-
<b>Total Salaries</b>	14,233	-	-	-	-
<b><u>BENEFITS</u></b>					
Retirement Contributions	24	-	-	-	-
Health Insurance	155	-	-	-	-
Workers' Compensation	330	-	-	-	-
<b>Total Benefits</b>	509	-	-	-	-
<b><u>OPERATING EXPENDITURES</u></b>					
Other Contractual Services	39,305	-	-	-	-
Rentals & Leases	29,422	-	-	-	-
Insurance	4,974	-	-	-	-
Promotional Activities	3,461	-	-	-	-
Operating Supplies	31,022	75	-	-	-
<b>Total Operating Expenditures</b>	108,184	75	-	-	-
<b>Total Expenditures by Grouping</b>	<b>\$ 122,926</b>	<b>\$ 75</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

# Oviedo on the Park - 7212

## Description

Center Lake Park includes a Cultural Center which can be used to host weddings, receptions, conferences, theater productions, and programs, as well as, host musical concert style events. In addition, the park offers a large outdoor Amphitheatre, small outdoor stage, Veterans Tribute, wet deck, dog park, children's playground, and a boat house with paddle boat rentals.



Ordinance No. 1546 defines events "sponsored by the City". The Recreation and Parks Department currently organizes (5) five special events annually. These events are Carnival of Screams, Winterfest at Snow Mountain, Dr. Martin Luther King Jr., Marshmallow Drop, and 4th of July Celebration.

Concessions consists of six (6) sites – including one full service concession facility with hot and cold menu items located at the Gymnasium/Aquatic Facility. All other concession facilities serve pre-packaged food items. One concession stand is available at the Riverside Park; two are available at the Oviedo Sports Complex; one at Shane Kelly Park; and one new concession facility at Center Lake Park's Cantina.

## Goals

- Promote a variety of special events unique to Oviedo.
- Host an array of private events at the Cultural Center.
- Support civic pride and community participation.
- Continue to offer a variety of hot and cold menu items and increase concession sales.

## Accomplishments

- See accomplishments for all City departments beginning on page 107.

## Personnel Summary

FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20
12.00	12.50	15.50	15.50	15.50

## Performance Outcomes

Measurement	FY 16-17 Actual	FY 17-18 Actual	FY 18-19 Budget	FY 19-20 Budget
<b><i>Workload Output</i></b>				
# total participants (OOTP events)	21,154	50,750	38,147	64,293
# total participants (special events)	20,620	26,777	21,777	22,000
# customers served (concessions)	45,889	47,511	44,685	60,775
Cost of goods sold	67,952	94,120	81,585	101,416
<b><i>Effectiveness/Service Quality</i></b>				
Participant satisfaction rating (OOTP)	96.00%	96.00%	96.00%	96.00%
Participant satisfaction rating (special events)	95.00%	95.00%	95.00%	95.00%
Customer service satisfaction rating (concessions)	96.00%	96.00%	96.00%	96.00%
<b><i>Efficiency</i></b>				
% cost recovery (OOTP)	18.40%	21.50%	14.90%	16.10%
% cost recovery (special events)	56.30%	59.10%	59.10%	34.40%

# Oviedo on the Park - 7212

<b>EXPENDITURE GROUPING</b>	<b>FY 2016-17 Actuals</b>	<b>FY 2017-18 Actuals</b>	<b>FY 2018-19 Adopted</b>	<b>FY 2018-19 Amended</b>	<b>FY 2019-20 Adopted</b>
<b><u>SALARIES</u></b>					
Regular Salaries & Wages	368,360	419,136	486,707	492,661	506,743
Other Salaries & Wages	44,726	99,823	100,743	100,743	95,577
Overtime	7,087	11,796	11,709	11,709	11,709
Special Pay	-	433	74	74	74
FICA/Medicare Taxes	31,099	39,124	43,856	44,694	44,944
<b>Total Salaries</b>	<b>451,272</b>	<b>570,312</b>	<b>643,089</b>	<b>649,881</b>	<b>659,047</b>
<b><u>BENEFITS</u></b>					
Retirement Contributions	18,555	21,543	24,881	25,429	26,530
Health Insurance	127,235	162,268	203,956	208,480	184,164
Workers' Compensation	18,695	22,182	23,926	19,550	12,275
Event Manager - OOTP	-	3,545	6,000	6,000	6,000
<b>Total Benefits</b>	<b>164,485</b>	<b>209,538</b>	<b>258,763</b>	<b>259,459</b>	<b>228,969</b>
<b><u>OPERATING EXPENDITURES</u></b>					
Professional Services	2,754	1,423	-	350	-
Other Contractual Services	15,776	88,581	106,505	157,700	150,330
Travel & Per-Diem	451	2,377	3,560	3,560	4,370
Communications & Freight	3,131	4,313	4,420	4,920	5,358
Freight & Postage Service	176	-	-	-	-
Utility Services	39,353	44,433	45,430	45,430	41,617
Rentals & Leases	23,961	68,141	74,675	74,675	115,793
Insurance	16,720	27,485	35,197	30,314	21,689
Repair and Maintenance	30,566	57,888	39,380	58,359	31,470
Printing and Binding	8,748	5,490	8,000	8,000	7,000
Promotional Activities	2,559	8,019	19,701	19,701	18,000
Other Current Charges	3,681	5,087	5,967	5,967	5,967
Office Supplies	3,161	5,153	4,117	5,117	4,210
Operating Supplies	161,115	333,957	375,072	281,040	240,703
Books, Publications, Subs	2,185	4,193	5,565	5,720	4,365
<b>Total Operating Expenditures</b>	<b>314,337</b>	<b>656,540</b>	<b>727,589</b>	<b>700,853</b>	<b>650,872</b>
<b><u>CAPITAL</u></b>					
Capital Assets	16,967	-	-	-	-
<b>Total Capital</b>	<b>16,967</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Expenditures by Grouping</b>	<b>\$ 947,061</b>	<b>\$ 1,436,390</b>	<b>\$ 1,629,441</b>	<b>\$ 1,610,193</b>	<b>\$ 1,538,888</b>

## **5 Year Budget Projection**

<b>EXPENDITURE GROUPING</b>	<b>2020-21 Projection</b>	<b>2021-22 Projection</b>	<b>2022-23 Projection</b>	<b>2023-24 Projection</b>	<b>2024-25 Projection</b>
Salaries	672,228	685,672	699,386	713,374	727,641
Benefits	233,690	244,960	256,810	269,269	282,372
Operating Expenditures	674,631	699,347	725,063	751,825	779,682
<b>Total Projection</b>	<b>\$ 1,580,549</b>	<b>\$ 1,629,979</b>	<b>\$ 1,681,258</b>	<b>\$ 1,734,468</b>	<b>\$ 1,789,695</b>



# **SPECIAL REVENUE FUNDS**

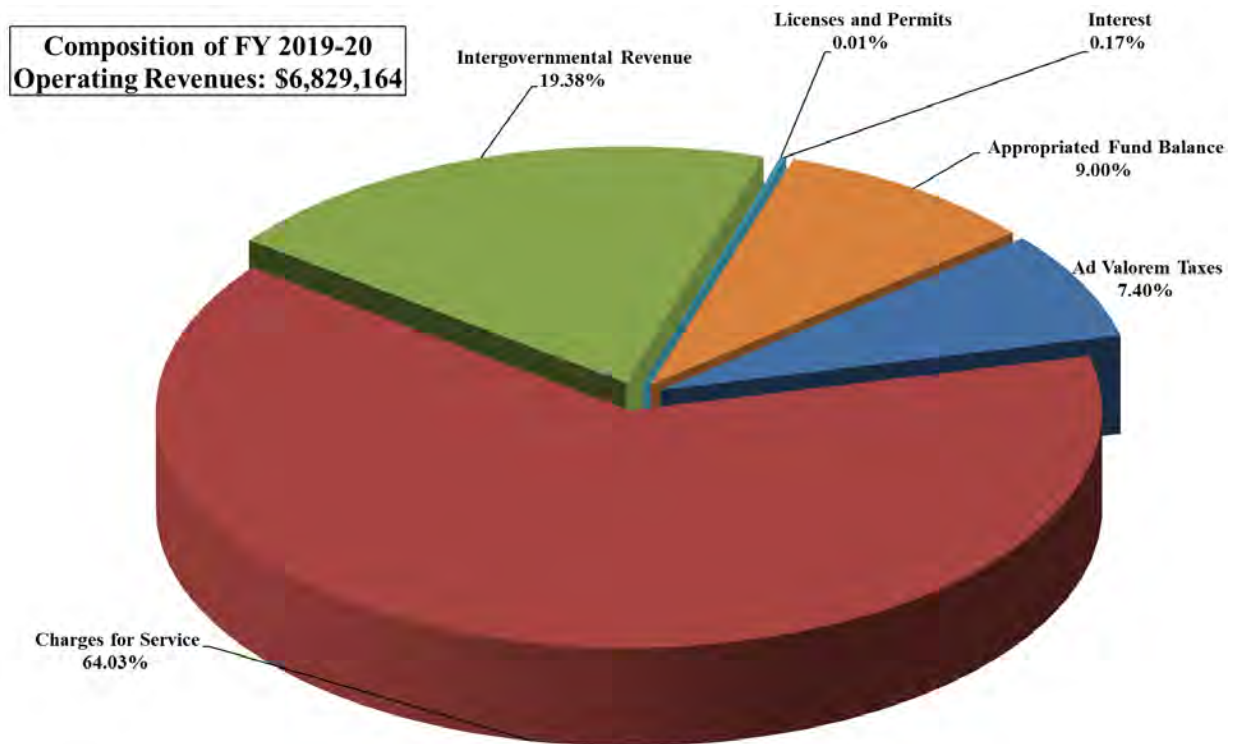
# Consolidated Summary Special Revenue Funds

## FY 2019-20 by Budgeted Revenues

	CRA Fund	Capital Expansion Funds (A)	Transp. Improv Fund	Special Police Trust Funds (B)	Tree Bank Fund	Solid Waste Fund	Building Services Fund	Street Light Fund	Total All Funds
<b>BUDGETED REVENUES</b>									
Ad Valorem Taxes	\$ 505,100	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 505,100
Charges for Service	-	245,000	-	-	-	2,613,958	466,000	1,047,887	4,372,845
Intergovernmental Revenue	481,457	-	842,338	-	-	-	-	-	1,323,795
Licenses and Permits	-	-	-	-	-	-	1,000	-	1,000
Interest	-	7,000	3,000	-	-	750	1,000	-	11,750
<b>TOTAL OPERATING REVENUES</b>	<b>\$ 986,557</b>	<b>\$ 252,000</b>	<b>\$ 845,338</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,614,708</b>	<b>\$ 468,000</b>	<b>\$ 1,047,887</b>	<b>\$ 6,214,490</b>
Appropriated Fund Balance	\$ 72,926	\$ 441,748	\$ -	\$ 50,000	\$ 50,000	\$ -	\$ -	\$ -	\$ 614,674
<b>TOTAL NON-OPERATING REVENUES</b>	<b>\$ 72,926</b>	<b>\$ 441,748</b>	<b>\$ -</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 614,674</b>
<b>TOTAL BUDGETED REVENUES AND FUND BALANCES</b>	<b>\$ 1,059,483</b>	<b>\$ 693,748</b>	<b>\$ 845,338</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>	<b>\$ 2,614,708</b>	<b>\$ 468,000</b>	<b>\$ 1,047,887</b>	<b>\$ 6,829,164</b>

(A) Capital Expansion Funds include: Administrative, Transportation, Police, Fire and Recreation Impact Fees; Sidewalk Fund; Public Arts Fund; and Multi-Mobility Fund.

(B) Special Police Trust Funds include: State Law Enforcement Trust Fund; Federal Law Enforcement Trust Fund; Law Enforcement Trust Fund; Police Donations Fund; and Second Dollar Trust Fund.



# Consolidated Summary Special Revenue Funds

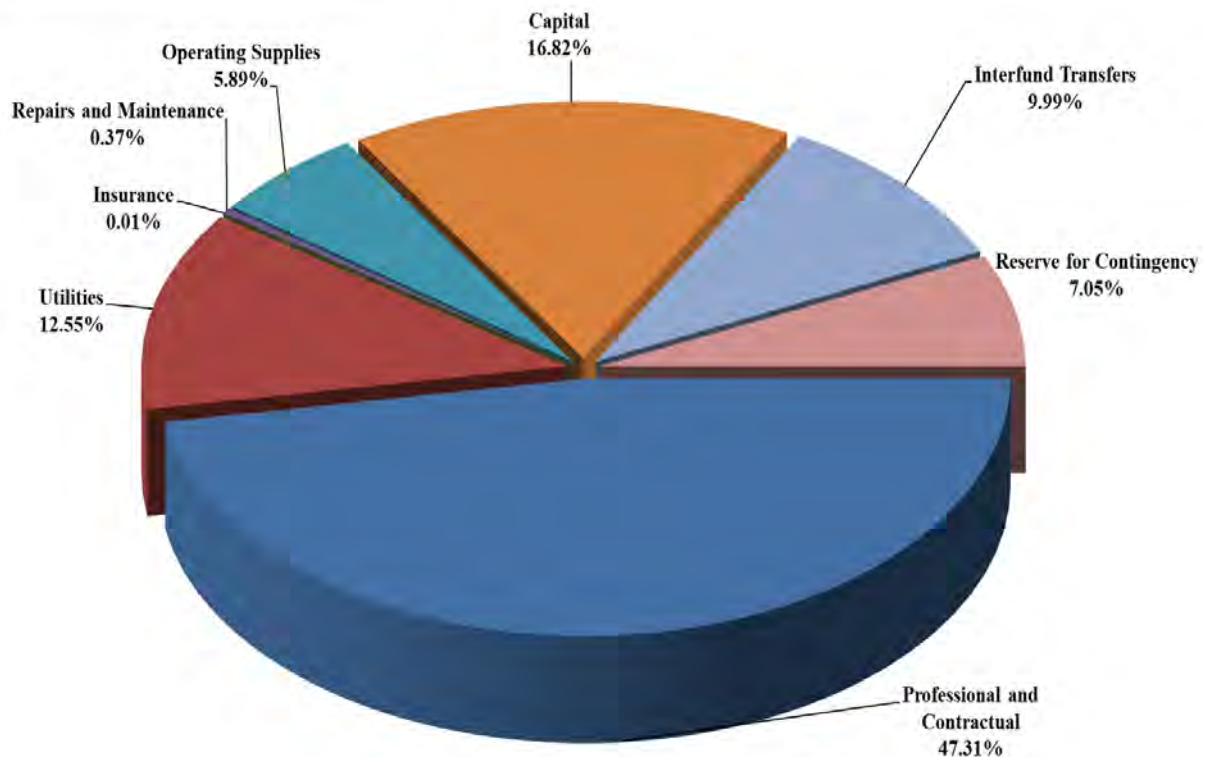
## FY 2019-20 by Budgeted Expenditure

	CRA Fund	Capital Expansion Funds (A)	Transp. Improv Fund	Special Police Trust Funds (B)	Tree Bank Fund	Solid Waste Fund	Building Services Fund	Street Light Fund	Total All Funds
<b>BUDGETED EXPENDITURES</b>									
Professional and Contractual	\$ -	\$ -	\$ 278,318	\$ -	\$ -	\$ 2,607,925	\$ 336,240	\$ 8,500	\$ 3,230,983
Communications and Utilities	-	-	-	-	-	-	10,774	846,513	857,287
Insurance	-	-	-	-	-	-	533	-	533
Repairs and Maintenance	-	-	25,000	-	-	-	-	-	25,000
Operating Supplies	90,000	-	250,000	-	40,000	-	16,958	5,515	402,473
<b>TOTAL OPERATING EXPENDITURES</b>	<b>\$ 90,000</b>	<b>\$ -</b>	<b>\$ 553,318</b>	<b>\$ -</b>	<b>\$ 40,000</b>	<b>\$ 2,607,925</b>	<b>\$ 364,505</b>	<b>\$ 860,528</b>	<b>\$ 4,516,276</b>
Capital	\$ 649,000	\$ 300,000	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,149,000
<b>TOTAL CAPITAL</b>	<b>\$ 649,000</b>	<b>\$ 300,000</b>	<b>\$ 200,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,149,000</b>
Interfund Transfers	\$ 258,368	\$ 270,748	\$ -	\$ 50,000	\$ -	\$ -	\$ 103,403	\$ -	\$ 682,519
Reserve for Contingency	62,115	123,000	92,020	-	10,000	6,783	92	187,359	\$ 481,369
<b>TOTAL NON-OPERATING EXPENDITURES</b>	<b>\$ 320,483</b>	<b>\$ 393,748</b>	<b>\$ 92,020</b>	<b>\$ 50,000</b>	<b>\$ 10,000</b>	<b>\$ 6,783</b>	<b>\$ 103,495</b>	<b>\$ 187,359</b>	<b>\$ 1,163,888</b>
<b>TOTAL APPROPRIATED EXPENDITURES AND RESERVES</b>	<b>\$ 1,059,483</b>	<b>\$ 693,748</b>	<b>\$ 845,338</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>	<b>\$ 2,614,708</b>	<b>\$ 468,000</b>	<b>\$ 1,047,887</b>	<b>\$ 6,829,164</b>

(A) Capital Expansion Funds include: Administrative, Transportation, Police, Fire and Recreation Impact Fees; Sidewalk Fund; Public Arts Fund; and Multi-Mobility Fund.

(B) Special Police Trust Funds include: State Law Enforcement Trust Fund; Federal Law Enforcement Trust Fund; Law Enforcement Trust Fund; Police Donations Fund; and Second Dollar Trust Fund.

**Composition of FY 2019-20  
Operating Expenditures: \$6,829,164**



# Oviedo CRA Fund (015)

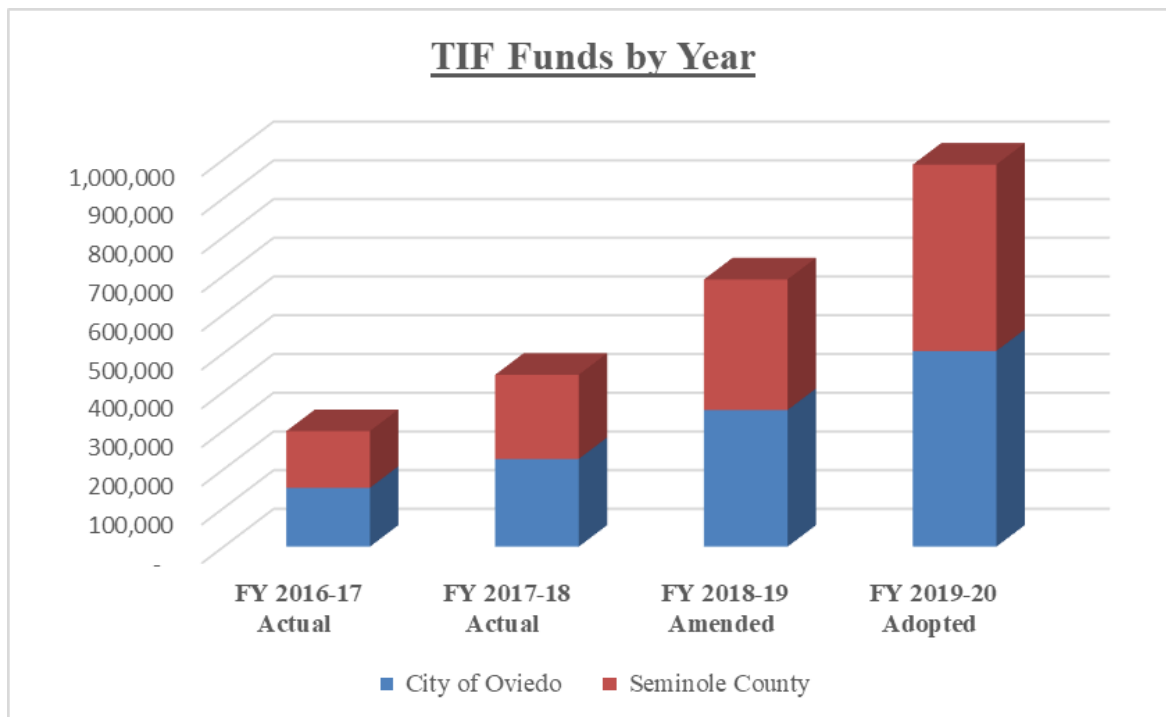
## Description

A Community Redevelopment Agency (CRA) is a mechanism used to help direct ad valorem tax revenue within a designated boundary of a City or County. The long-term goal of the CRA is to rejuvenate blighted areas by enabling and stimulating new development, creating new job opportunities, and focusing public investment in an area to foster additional private development. Tax Increment Financing or Funds (TIF) is the funding method generated by establishing a base year of property values at the date of establishment of the CRA. Tax increment is the additional ad-valorem tax revenue generated from increases in property values in excess of the base year values. Funds derived from a Tax Increment can only be used within the CRA boundary on public investment or public improvement projects.

The City of Oviedo created the City of Oviedo Community Redevelopment Agency on June 30, 2008 through the adoption of Resolution 1836-08 pursuant to *Florida Statutes 163.512*, and generates a majority of its annual income from tax increment revenues. The CRA Trust Fund was created on September 20, 2010 through the adoption of Ordinance No. 1496. The base year value was established in 2010 with an assessed taxable value of \$69,546,934. Subsequent years' ad valorem taxes that are collected by the City and County beyond the base-year's value are placed in the CRA Trust Fund. For FY 2019-20, both the City of Oviedo and Seminole County will make a TIF contribution to the CRA of 50% of the increment value. The County's participation in the TIF is limited to twenty (20) years, while the term of the CRA is thirty (30) years. CRA Trust Fund dollars may be used for programs, projects, and improvements within the CRA area that have been identified in the Oviedo Community Redevelopment Plan.

The Oviedo CRA boundary encompasses the Old Downtown Oviedo, the New Downtown Oviedo, Oviedo on the Park development area, and four residential neighborhoods. The CRA boundary contains approximately 674 acres of developed and undeveloped land.

The chart below details the historical collection of TIF Funds by year.



# Oviedo CRA Fund (015)

	<u>FY 2016-17</u> <u>Actual</u>	<u>FY 2017-18</u> <u>Actual</u>	<u>FY 2018-19</u> <u>Adopted</u>	<u>FY 2018-19</u> <u>Amended</u>	<u>FY 2019-20</u> <u>Adopted</u>
<b><u>REVENUES</u></b>					
<b><u>Operating Revenues</u></b>					
Property Taxes	151,949	226,442	335,938	352,676	505,100
Intergovernmental	146,495	217,437	321,312	337,322	481,457
Interest/Change in Fair Value	2,634	5,381	-	6,000	-
<b>Total Operating Revenues</b>	<b>301,078</b>	<b>449,260</b>	<b>657,250</b>	<b>695,998</b>	<b>986,557</b>
<b><u>Appropriated for other eligible</u></b>					
<b><u>Capital Projects</u></b>	-	-	225,000	246,921	72,926
<b>TOTAL REVENUES</b>	<b>\$ 301,078</b>	<b>\$ 449,260</b>	<b>\$ 882,250</b>	<b>\$ 942,919</b>	<b>\$1,059,483</b>
<b><u>EXPENDITURES</u></b>					
<b><u>Operating Expenditures</u></b>					
Operating Supplies	41,586	43,312	120,000	165,000	90,000
<b>Total Operating Expenditures</b>	<b>41,586</b>	<b>43,312</b>	<b>120,000</b>	<b>165,000</b>	<b>90,000</b>
<b><u>Capital</u></b>					
Improv Other than Buildings	4,960	63,931	325,000	434,955	649,000
<b>Total Capital</b>	<b>4,960</b>	<b>63,931</b>	<b>325,000</b>	<b>434,955</b>	<b>649,000</b>
<b><u>Transfers out</u></b>	<b>96,443</b>	<b>267,000</b>	<b>263,288</b>	<b>263,288</b>	<b>258,368</b>
<b><u>Reserve for Contingencies</u></b>	<b>-</b>	<b>-</b>	<b>173,962</b>	<b>79,676</b>	<b>62,115</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 142,989</b>	<b>\$ 374,243</b>	<b>\$ 882,250</b>	<b>\$ 942,919</b>	<b>\$1,059,483</b>

# Administrative Facilities Impact Fee Fund (101)

## **Description**

As permitted under *Florida Statutes 163.31801*, the City of Oviedo adopted its original Transportation, Recreation and Parks, Fire and Rescue, and Law Enforcement Impact Fees on April 8, 1987 under Ordinance No. 591. On September 6, 2006, the City Council adopted Ordinance No. 1371 updating the Impact Fee Schedules and creating the City's Administrative Facilities Impact Fee consistent with the 2006 Impact Fee Update Technical Report prepared by Tindale-Oliver & Associates. Ordinance No. 1371 was codified in the City's *Code of Ordinances* as Chapter 28, Impact Fees by Public Facility. Ordinance No. 1371 required the City to annually adjust the impact schedules to account for inflationary increases in costs to the City of providing public facilities during years when no update to the technical report occurred. The last update to the Impact Schedules occurred on November 4, 2013 through the adoption of Ordinance No. 1576.

Code of Ordinances Section 28-12 states that "at least once every five (5) years the City shall update the technical report which provides the basis for the impact fees imposed under this chapter".

Administrative Facilities Impact Fees shall be assessed and collected from new development, pursuant to all applicable provisions of the City of Oviedo Code of Ordinances, Chapter 28-25, and in accordance with the fee schedule. Administrative facilities impact fee revenues shall be spent only on administrative facilities and administrative facilities capital costs. Administrative facilities means the land and buildings as may be necessary to meet the needs for City Administration which are created by new development. Administrative facilities capital costs include, but are not limited to, costs associated with the planning, design and construction of new or expanded administrative facilities, which have a life expectancy of three or more years, and the land acquisitions, land improvements, design, and engineering related thereto.

Historically, the City has budgeted and appropriated current year projected revenues. This year's budget employs a conservative approach where appropriations will not exceed available fund balance.

# Administrative Facilities Impact Fee Fund (101)

	<u>FY 2016-17</u> <u>Actual</u>	<u>FY 2017-18</u> <u>Actual</u>	<u>FY 2018-19</u> <u>Adopted</u>	<u>FY 2018-19</u> <u>Amended</u>	<u>FY 2019-20</u> <u>Adopted</u>
<b><u>REVENUES</u></b>					
<b><u>Operating Revenues</u></b>					
Charges for Services	248,145	151,158	60,000	60,000	55,000
Interest/Change in Fair Value	1,316	2,927	1,000	1,000	1,000
<b>Total Operating Revenues</b>	<b>249,461</b>	<b>154,085</b>	<b>61,000</b>	<b>61,000</b>	<b>56,000</b>
<b><u>Appropriated Fund Balance</u></b>	<b>-</b>	<b>-</b>	<b>66,358</b>	<b>66,358</b>	<b>74,748</b>
<b>TOTAL REVENUES</b>	<b>\$ 249,461</b>	<b>\$ 154,085</b>	<b>\$ 127,358</b>	<b>\$ 127,358</b>	<b>\$ 130,748</b>
<b><u>EXPENDITURES</u></b>					
<b><u>Transfers out</u></b>	<b>127,589</b>	<b>127,611</b>	<b>127,358</b>	<b>127,358</b>	<b>130,748</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 127,589</b>	<b>\$ 127,611</b>	<b>\$ 127,358</b>	<b>\$ 127,358</b>	<b>\$ 130,748</b>

# Transportation Impact Fee Fund (102)

## **Description**

As permitted under *Florida Statutes 163.31801*, the City of Oviedo adopted its original Transportation, Recreation and Parks, Fire and Rescue, and Law Enforcement Impact Fees on April 8, 1987 under Ordinance No. 591. On September 6, 2006, the City Council adopted Ordinance No. 1371 updating the Impact Fee Schedules and creating the City's Administrative Facilities Impact Fee consistent with the 2006 Impact Fee Update Technical Report prepared by Tindale-Oliver & Associates. Ordinance No. 1371 was codified in the City's *Code of Ordinances* as Chapter 28, Impact Fees by Public Facility. Ordinance No. 1371 required the City to annually adjust the impact schedules to account for inflationary increases in costs to the City of providing public facilities during years when no update to the technical report occurred. The last update to the Impact Schedules occurred on November 4, 2013 through the adoption of Ordinance No. 1576.

Code of Ordinances Section 28-12 states that "at least once every five (5) years the City shall update the technical report which provides the basis for the impact fees imposed under this chapter".

Transportation Impact Fees shall be assessed and collected from new development, pursuant to all applicable provisions of the City of Oviedo Code of Ordinances, Chapter 28-21, and in accordance with the fee schedule. Transportation impact fee revenues shall be spent only on transportation facilities and transportation capital costs. Transportation facilities means the transportation and transit facilities, including land that are planned and designed to provide off-site transportation capacity to new development. Transportation capital costs include, but are not limited to, costs associated with the planning, design and construction of new or expanded roadway improvements to the City's classified road system and transit facilities which have a life expectancy of three or more years, and the land acquisitions, land improvements, design, and engineering related thereto.

Historically, the City has budgeted and appropriated current year projected revenues. This year's budget employs a conservative approach where appropriations will not exceed available fund balance.

# Transportation Impact Fee Fund (102)

	<b>FY 2016-17</b>	<b>FY 2017-18</b>	<b>FY 2018-19</b>	<b>FY 2018-19</b>	<b>FY 2019-20</b>
	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Amended</b>	<b>Adopted</b>
<b><u>REVENUES</u></b>					
<b><u>Operating Revenues</u></b>					
Charges for Services	129,062	185,468	110,000	110,000	70,000
Interest/Change in Fair Value	15,452	11,960	5,000	5,000	3,000
<b>Total Operating Revenues</b>	<b>144,514</b>	<b>197,428</b>	<b>115,000</b>	<b>115,000</b>	<b>73,000</b>
<b><u>Appropriated Fund Balance</u></b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>109,509</b>	<b>227,000</b>
<b>TOTAL REVENUES</b>	<b>\$ 144,514</b>	<b>\$ 197,428</b>	<b>\$ 115,000</b>	<b>\$ 224,509</b>	<b>\$ 300,000</b>
<b><u>EXPENDITURES</u></b>					
<b><u>Operating Expenditures</u></b>					
Professional and Contractual	39,346	5,120	-	-	-
Operating Supplies	6,288	15,985	-	-	-
<b>Total Operating Expenditures</b>	<b>45,634</b>	<b>21,105</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b><u>Capital</u></b>					
Improv Other than Buildings	363,390	1,361,939	-	112,754	300,000
<b>Total Capital</b>	<b>363,390</b>	<b>1,361,939</b>	<b>-</b>	<b>112,754</b>	<b>300,000</b>
<b><u>Transfers out</u></b>	<b>105,981</b>	<b>106,014</b>	<b>106,025</b>	<b>106,025</b>	<b>-</b>
<b><u>Reserve for Contingencies</u></b>	<b>-</b>	<b>-</b>	<b>8,975</b>	<b>5,730</b>	<b>-</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 515,005</b>	<b>\$ 1,489,058</b>	<b>\$ 115,000</b>	<b>\$ 224,509</b>	<b>\$ 300,000</b>

# State Law Enforcement Trust Fund (103)

## **Description**

As per *Florida Statutes 932.703*, a contraband article, vessel, motor vehicle, aircraft, other personal property, or real property used in violation of any provision of the Florida Contraband Forfeiture Act, or in, upon, or by means of which any violation of the Florida Contraband Act has taken or is taking place, may be seized and shall be forfeited subject to the Florida Contraband Forfeiture Act. Florida Statutes 932.7055(5)(a) states that if the seizing agency is a county or municipal agency, any remaining proceeds from the seizure, after payment of any liens and costs, shall be deposited into a special law enforcement trust fund established by the governing body of the municipality. Such proceeds and interest earned therefrom shall be used for school resource officer, crime prevention, safe neighborhood, drug abuse education and prevention programs, or for other law enforcement purposes. The proceeds and interest earned may not be used to meet normal operating expenses of the law enforcement agency. The funds may be expended upon request by the chief of police to the governing body of the municipality.

Florida Statutes 932.7061, states that the law enforcement agency and the entity having budgetary control over the law enforcement agency may not anticipate future forfeitures or proceeds therefrom in the adoption and approval of the budget for the law enforcement agency. As such, proceeds and uses of funds are not budgeted annually and are expended upon request of the Chief of Police and based on available funding.

# State Law Enforcement Trust Fund (103)

	<u>FY 2016-17</u> <u>Actual</u>	<u>FY 2017-18</u> <u>Actual</u>	<u>FY 2018-19</u> <u>Adopted</u>	<u>FY 2018-19</u> <u>Amended</u>	<u>FY 2019-20</u> <u>Adopted</u>
<b><u>REVENUES</u></b>					
<b><u>Operating Revenues</u></b>					
Fines and Forfeitures	2,107	10,789	-	-	-
Interest/Change in Fair Value	362	500	-	-	-
<b>Total Operating Revenues</b>	<b>2,469</b>	<b>11,289</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL REVENUES</b>	<b>\$ 2,469</b>	<b>\$ 11,289</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b><u>EXPENDITURES</u></b>					
<b><u>Operating Expenditures</u></b>					
Professional and Contractual	881	-	-	-	-
Operating Supplies	11,000	8,206	-	-	-
<b>Total Operating Expenditures</b>	<b>11,881</b>	<b>8,206</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 11,881</b>	<b>\$ 8,206</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

# Local Option Gas Tax Fund (105)

## **Description**

As per *Florida Statutes 336.025*, County and Municipal governments may levy a fuel tax upon every gallon of motor fuel and diesel fuel sold in a county. County and municipal governments shall use moneys received for transportation expenditures needed to meet the requirement of the capital improvements element of an adopted comprehensive plan or for expenditures needed to meet immediate local transportation problems and for other transportation-related expenditures that are critical for building comprehensive roadway networks by local governments.

Transportation expenditures includes: public transportation operations and maintenance; roadway and right-of-way maintenance; street lighting, installation, operation, maintenance and repair; traffic signs, traffic engineering, signalization; bridge maintenance and operation; and debt service and current expenditures for transportation capital projects. Expenditures for the construction of new roads, the reconstruction or resurfacing of existing paved roads, or the paving of existing graded roads shall be deemed to increase capacity and such projects shall be included in the capital improvements element of an adopted comprehensive plan.

# Local Option Gas Tax Fund (105)

	<b>FY 2016-17 Actual</b>	<b>FY 2017-18 Actual</b>	<b>FY 2018-19 Adopted</b>	<b>FY 2018-19 Amended</b>	<b>FY 2019-20 Adopted</b>
<b><u>REVENUES</u></b>					
<b><u>Operating Revenues</u></b>					
Intergovernmental	829,181	813,602	882,842	882,842	842,338
Interest/Change in Fair Value	3,992	5,084	3,000	3,000	3,000
<b>Total Operating Revenues</b>	<b>833,173</b>	<b>818,686</b>	<b>885,842</b>	<b>885,842</b>	<b>845,338</b>
<b><u>Appropriated Fund Balance</u></b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>104,832</b>	<b>-</b>
<b>TOTAL REVENUES</b>	<b>\$ 833,173</b>	<b>\$ 818,686</b>	<b>\$ 885,842</b>	<b>\$ 990,674</b>	<b>\$ 845,338</b>
<b><u>EXPENDITURES</u></b>					
<b><u>Operating Expenditures</u></b>					
Professional and Contractual	66,105	311,567	274,238	300,238	278,318
Utilities	-	583,513	-	-	-
Repairs and Maintenance	25,992	12,006	325,000	331,403	25,000
Operating Supplies	397,919	4,742	150,000	174,634	250,000
Other	-	1,131	-	-	-
<b>Total Operating Expenditures</b>	<b>490,016</b>	<b>912,959</b>	<b>749,238</b>	<b>806,275</b>	<b>553,318</b>
<b><u>Capital</u></b>					
Land Acquisitions	10,281	-	-	-	-
Improv Other than Buildings	187,281	52,434	80,000	118,590	200,000
<b>Total Capital</b>	<b>197,562</b>	<b>52,434</b>	<b>80,000</b>	<b>118,590</b>	<b>200,000</b>
<b><u>Transfers out</u></b>	<b>236,300</b>	<b>-</b>	<b>-</b>	<b>41,608</b>	<b>-</b>
<b><u>Reserve for Contingencies</u></b>	<b>-</b>	<b>-</b>	<b>56,604</b>	<b>24,201</b>	<b>92,020</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 923,878</b>	<b>\$ 965,393</b>	<b>\$ 885,842</b>	<b>\$ 990,674</b>	<b>\$ 845,338</b>

# Federal Law Enforcement Trust Fund (106)

## **Description**

The Federal Law Enforcement Trust Fund accounts for the receipt of funds received from the Department of Justice Asset Forfeiture Program and the disbursement of funds in accordance with the *Guide to Equitable Sharing for State and Local Law Enforcement Agencies*.

The Department of Justice Asset Forfeiture Program is a nationwide law enforcement initiative that removes the tools of crime from criminal organizations, deprives wrongdoers of the proceeds of their crimes, recovers property that may be used to compensate victims and deters crime. Any state or local law enforcement agency that directly participates in an investigation or prosecution that results in a federal forfeiture may request an equitable share of the net proceeds of the forfeiture

Equitable Sharing specifies that shared funds shall not be used to replace or supplant the appropriated resources of the recipient. The recipient agency must benefit directly from the sharing. Agencies should not spend or budget anticipated receipts. Receiving agencies may not commit to the spending of sharing funds for a certain purpose in advance. However, agencies may earmark or budget sharing funds already received. As such, shared funds are not budgeted and are expended as needed in addition to the City of Oviedo Police Departments annual appropriations.

Shared funds may be used for the following: law enforcement operations and investigations; law enforcement training and education; law enforcement, public safety, and detention facilities; law enforcement equipment; joint law enforcement/public safety operations; law enforcement travel and per diem; law enforcement awards and memorials; drug and gang education and other awareness programs; and support of community-based programs. Shared funds may be used to pay salaries and benefits of sworn officers only under the following circumstances: an officer is hired to replace an officer assigned to a task force or the officer is assigned to a specialized program such as an SRO or DARE officer.

# Federal Law Enforcement Trust Fund (106)

	FY 2016-17 Actual	FY 2017-18 Actual	FY 2018-19 Adopted	FY 2018-19 Amended	FY 2019-20 Adopted
<b><u>REVENUES</u></b>					
<b><u>Operating Revenues</u></b>					
Fines and Forfeitures	76,908	36,351	-	-	-
Miscellaneous	-	-	-	-	-
Interest/Change in Fair Value	2,153	3,951	-	-	-
Sale fo Assets	1,663	-	-	-	-
<b>Total Operating Revenues</b>	<b>80,724</b>	<b>40,302</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b><u>Appropriated Fund Balance</u></b>	<b>-</b>	<b>-</b>	<b>92,000</b>	<b>92,000</b>	<b>50,000</b>
<b>TOTAL REVENUES</b>	<b>\$ 80,724</b>	<b>\$ 40,302</b>	<b>\$ 92,000</b>	<b>\$ 92,000</b>	<b>\$ 50,000</b>
<b><u>EXPENDITURES</u></b>					
<b><u>Operating Expenditures</u></b>					
Professional and Contractual	2,314	-	-	-	-
Operating Supplies	1,675	-	-	-	-
<b>Total Operating Expenditures</b>	<b>3,989</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b><u>Transfers out</u></b>	<b>-</b>	<b>113,484</b>	<b>92,000</b>	<b>92,000</b>	<b>50,000</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 3,989</b>	<b>\$ 113,484</b>	<b>\$ 92,000</b>	<b>\$ 92,000</b>	<b>\$ 50,000</b>

# Police Impact Fee Fund (107)

## **Description**

As permitted under *Florida Statutes 163.31801*, the City of Oviedo adopted its original Transportation, Recreation and Parks, Fire and Rescue, and Law Enforcement Impact Fees on April 8, 1987 under Ordinance No. 591. On September 6, 2006, the City Council adopted Ordinance No. 1371 updating the Impact Fee Schedules and creating the City's Administrative Facilities Impact Fee consistent with the 2006 Impact Fee Update Technical Report prepared by Tindale-Oliver & Associates. Ordinance No. 1371 was codified in the City's *Code of Ordinances* as Chapter 28, Impact Fees by Public Facility. Ordinance No. 1371 required the City to annually adjust the impact schedules to account for inflationary increases in costs to the City of providing public facilities during years when no update to the technical report occurred. The last update to the Impact Schedules occurred on November 4, 2013 through the adoption of Ordinance No. 1576.

Code of Ordinances Section 28-12 states that "at least once every five (5) years the City shall update the technical report which provides the basis for the impact fees imposed under this chapter".

Law Enforcement Impact Fees shall be assessed and collected from new development, pursuant to all applicable provisions of the City of Oviedo Code of Ordinances, Chapter 28-22, and in accordance with the fee schedule. Law Enforcement impact fee revenues shall be spent only on law enforcement facilities and law enforcement capital costs. Law Enforcement facilities means the land, building, structures, equipment and facilities as may be necessary to meet the needs for city law enforcement protection which are created by new development. Law Enforcement capital costs include, but are not limited to, costs associated with the planning, design and construction of new or expanded law enforcement facilities which have a life expectancy of three or more years, and the land acquisitions, land improvements, design, and engineering related thereto.

# Police Impact Fee Fund (107)

	<b>FY 2016-17 Actual</b>	<b>FY 2017-18 Actual</b>	<b>FY 2018-19 Adopted</b>	<b>FY 2018-19 Amended</b>	<b>FY 2019-20 Adopted</b>
<b><u>REVENUES</u></b>					
<b><u>Operating Revenues</u></b>					
Charges for Services	109,831	68,784	50,000	50,000	35,000
Interest/Change in Fair Value	1,823	2,569	1,500	1,500	1,500
<b>Total Operating Revenues</b>	<b>111,654</b>	<b>71,353</b>	<b>51,500</b>	<b>51,500</b>	<b>36,500</b>
<b><u>Appropriated Fund Balance</u></b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>40,000</b>
<b>TOTAL REVENUES</b>	<b>\$ 111,654</b>	<b>\$ 71,353</b>	<b>\$ 51,500</b>	<b>\$ 51,500</b>	<b>\$ 76,500</b>
<b><u>EXPENDITURES</u></b>					
<b><u>Transfers out</u></b>	<b>139,329</b>	<b>100,805</b>	<b>49,390</b>	<b>49,390</b>	<b>40,000</b>
<b><u>Reserve for Contingencies</u></b>	<b>-</b>	<b>-</b>	<b>2,110</b>	<b>2,110</b>	<b>36,500</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 139,329</b>	<b>\$ 100,805</b>	<b>\$ 51,500</b>	<b>\$ 51,500</b>	<b>\$ 76,500</b>

# Fire Impact Fee Fund (108)

## **Description**

As permitted under *Florida Statutes 163.31801*, the City of Oviedo adopted its original Transportation, Recreation and Parks, Fire and Rescue, and Law Enforcement Impact Fees on April 8, 1987 under Ordinance No. 591. On September 6, 2006, the City Council adopted Ordinance No. 1371 updating the Impact Fee Schedules and creating the City's Administrative Facilities Impact Fee consistent with the 2006 Impact Fee Update Technical Report prepared by Tindale-Oliver & Associates. Ordinance No. 1371 was codified in the City's *Code of Ordinances* as Chapter 28, Impact Fees by Public Facility. Ordinance No. 1371 required the City to annually adjust the impact schedules to account for inflationary increases in costs to the City of providing public facilities during years when no update to the technical report occurred. The last update to the Impact Schedules occurred on November 4, 2013 through the adoption of Ordinance No. 1576.

Code of Ordinances Section 28-12 states that "at least once every five (5) years the City shall update the technical report which provides the basis for the impact fees imposed under this chapter".

Fire and Rescue Impact Fees shall be assessed and collected from new development, pursuant to all applicable provisions of the City of Oviedo Code of Ordinances, Chapter 28-23, and in accordance with the fee schedule. Fire and Rescue impact fee revenues shall be spent only on Fire and Rescue facilities and Fire and Rescue capital costs. Fire and Rescue facilities means the land, building, structures, equipment and facilities as may be necessary to meet the needs for city fire and emergency medical services which are created by new development. Fire and Rescue capital costs include, but are not limited to, costs associated with the planning, design and construction of new or expanded fire and rescue (emergency medical service) facilities which have a life expectancy of three or more years, and the land acquisitions, land improvements, design, and engineering related thereto.

# Fire Impact Fee Fund (108)

	<b>FY 2016-17</b>	<b>FY 2017-18</b>	<b>FY 2018-19</b>	<b>FY 2018-19</b>	<b>FY 2019-20</b>
	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Amended</b>	<b>Adopted</b>
<b><u>REVENUES</u></b>					
<b><u>Operating Revenues</u></b>					
Charges for Services	199,849	122,971	65,000	65,000	55,000
Interest/Change in Fair Value	(1,048)	287	100	100	500
<b>Total Operating Revenues</b>	<b>198,801</b>	<b>123,258</b>	<b>65,100</b>	<b>65,100</b>	<b>55,500</b>
<b><u>Appropriated Fund Balance</u></b>	<b>-</b>	<b>-</b>	<b>30,000</b>	<b>30,000</b>	<b>100,000</b>
<b>TOTAL REVENUES</b>	<b>\$ 198,801</b>	<b>\$ 123,258</b>	<b>\$ 95,100</b>	<b>\$ 95,100</b>	<b>\$ 155,500</b>
<b><u>EXPENDITURES</u></b>					
<b><u>Transfers out</u></b>	<b>258,509</b>	<b>-</b>	<b>30,000</b>	<b>30,000</b>	<b>100,000</b>
<b><u>Reserve for Contingencies</u></b>	<b>-</b>	<b>-</b>	<b>65,100</b>	<b>65,100</b>	<b>55,500</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 258,509</b>	<b>\$ -</b>	<b>\$ 95,100</b>	<b>\$ 95,100</b>	<b>\$ 155,500</b>

# Recreational Impact Fee Fund (109)

## **Description**

As permitted under *Florida Statutes 163.31801*, the City of Oviedo adopted its original Transportation, Recreation and Parks, Fire and Rescue, and Law Enforcement Impact Fees on April 8, 1987 under Ordinance No. 591. On September 6, 2006, the City Council adopted Ordinance No. 1371 updating the Impact Fee Schedules and creating the City's Administrative Facilities Impact Fee consistent with the 2006 Impact Fee Update Technical Report prepared by Tindale-Oliver & Associates. Ordinance No. 1371 was codified in the City's *Code of Ordinances* as Chapter 28, Impact Fees by Public Facility. Ordinance No. 1371 required the City to annually adjust the impact schedules to account for inflationary increases in costs to the City of providing public facilities during years when no update to the technical report occurred. The last update to the Impact Schedules occurred on November 4, 2013 through the adoption of Ordinance No. 1576.

Code of Ordinances Section 28-12 states that "at least once every five (5) years the City shall update the technical report which provides the basis for the impact fees imposed under this chapter".

Recreation and Parks Impact Fees shall be assessed and collected from new development, pursuant to all applicable provisions of the City of Oviedo Code of Ordinances, Chapter 28-23, and in accordance with the fee schedule. Recreation and Parks impact fee revenues shall be spent only on recreation and parks facilities and recreation and parks capital costs. Recreation and Parks facilities means the land, building, structures, equipment and facilities as may be necessary to meet the needs for city community and regional recreation and parks system, which are created by new development. Recreation and parks facilities capital costs include, but are not limited to, costs associated with the planning, design and construction of new or expanded recreation and parks facilities which have a life expectancy of three or more years, and the land acquisitions, land improvements, design, and engineering related thereto.

# Recreation Impact Fee Fund (109)

	<u>FY 2016-17</u> <u>Actual</u>	<u>FY 2017-18</u> <u>Actual</u>	<u>FY 2018-19</u> <u>Adopted</u>	<u>FY 2018-19</u> <u>Amended</u>	<u>FY 2019-20</u> <u>Adopted</u>
<b><u>REVENUES</u></b>					
<b><u>Operating Revenues</u></b>					
Charges for Services	260,098	164,026	100,000	100,000	30,000
Interest/Change in Fair Value	(465)	1,625	500	500	1,000
<b>Total Operating Revenues</b>	<b>259,633</b>	<b>165,651</b>	<b>100,500</b>	<b>100,500</b>	<b>31,000</b>
<b><u>Appropriated Fund Balance</u></b>	<b>-</b>	<b>-</b>	<b>140,000</b>	<b>146,250</b>	<b>-</b>
<b>TOTAL REVENUES</b>	<b>\$ 259,633</b>	<b>\$ 165,651</b>	<b>\$ 240,500</b>	<b>\$ 246,750</b>	<b>\$ 31,000</b>
<b><u>EXPENDITURES</u></b>					
<b><u>Capital</u></b>					
Improv Other than Buildings	12,700	-	-	6,250	-
<b>Total Capital</b>	<b>12,700</b>	<b>-</b>	<b>-</b>	<b>6,250</b>	<b>-</b>
<b><u>Transfers out</u></b>	<b>444,356</b>	<b>600,000</b>	<b>140,000</b>	<b>140,000</b>	<b>-</b>
<b><u>Reserve for Contingencies</u></b>	<b>-</b>	<b>-</b>	<b>100,500</b>	<b>100,500</b>	<b>31,000</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 457,056</b>	<b>\$ 600,000</b>	<b>\$ 240,500</b>	<b>\$ 246,750</b>	<b>\$ 31,000</b>

# Tree Bank Fund (112)

## **Description**

On September 18, 2017, City Council approved Resolution No. 3470-17, which created a new Standard Operating Procedure (SOP) establishing a mechanism to facilitate the use of funds related to LDC Section 15.2(E)(5).

Land Development Code (LDC) Section 15.2 (E)(5) established a City Tree Bank. Monies collected in the tree bank are to be used for planting of trees on public lands. Amounts to be paid into the tree bank are determined by the provisions established in LDC Article XV, Environmental Preserve.

# Tree Bank Fund (112)

	<u>FY 2016-17</u> <u>Actual</u>	<u>FY 2017-18</u> <u>Actual</u>	<u>FY 2018-19</u> <u>Adopted</u>	<u>FY 2018-19</u> <u>Amended</u>	<u>FY 2019-20</u> <u>Adopted</u>
<b><u>REVENUES</u></b>					
<b><u>Operating Revenues</u></b>					
Fines and Forfeitures	-	12,025	-	13,150	-
Interest/Change in Fair Value	-	1,929	-	-	-
<b>Total Operating Revenues</b>	-	13,954	-	13,150	-
<b><u>Interfund Transfers</u></b>	-	262,546	-	-	-
<b><u>Appropriated Fund Balance</u></b>	-	-	45,000	45,000	50,000
<b>TOTAL REVENUES</b>	<b>\$ -</b>	<b>\$ 276,500</b>	<b>\$ 45,000</b>	<b>\$ 58,150</b>	<b>\$ 50,000</b>
<b><u>EXPENDITURES</u></b>					
<b><u>Operating Expenditures</u></b>					
Operating Supplies	-	27,370	35,000	42,000	40,000
<b>Total Operating Expenditures</b>	-	27,370	35,000	42,000	40,000
<b><u>Reserve for Contingencies</u></b>	-	-	10,000	16,150	10,000
<b>TOTAL EXPENDITURES</b>	<b>\$ -</b>	<b>\$ 27,370</b>	<b>\$ 45,000</b>	<b>\$ 58,150</b>	<b>\$ 50,000</b>

# Sidewalk Fund (114)

## **Description**

On July 15, 2019, City Council approved Resolution No. 3774-19, which created a new Standard Operating Procedure (SOP) establishing a mechanism to facilitate the use of funds related to LDC Section 11.1(D)(3).

Land Development Code (LDC) Section 11.1(D)(3) states that in lieu of construction, a fee equal to the cost of constructing the sidewalk may be paid into the City's Sidewalk Fund upon review and approval by the City Engineer.

Special Revenue Funds account for specific revenue sources that are restricted by law or internal administrative action for a specific purpose. Prior to July, 2019, all proceeds collected for the Sidewalk Fund are deposited into a restricted cash account within the Local Option Gas Tax Fund.

# Sidewalk Fund (114)

	FY 2016-17 Actual	FY 2017-18 Actual	FY 2018-19 Adopted	FY 2018-19 Amended	FY 2019-20 Adopted
<b><u>REVENUES</u></b>					
<b><u>Interfund Transfers</u></b>	-	-	-	41,608	-
<b>TOTAL REVENUES</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 41,608</b>	<b>\$ -</b>
<b><u>EXPENDITURES</u></b>					
<b><u>Operating Expenditures</u></b>					
Operating Supplies	-	-	-	-	-
	-	-	-	41,608	-
<b>TOTAL EXPENDITURES</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 41,608</b>	<b>\$ -</b>

# Solid Waste Fund (115)

## **Description**

The Solid Waste Fund accounts for the receipt of monthly residential solid waste and recycling collection revenues and payment for services to the City's solid waste contractor, Republic Services.

In October 2008, the City of Oviedo entered into a solid waste franchise agreement with Republic Services, Inc. for residential solid waste and recycling services. The original franchise agreement was for seven (7) years.

The franchise agreement was modified in 2013 under Resolution No. 2763-13, which provided a more efficient recycling service and a reduced cost. The monthly rate charged to residents includes the City's \$0.80 per month administrative fee for billing services, the 9% franchise fee, and the monthly single-family unit cost paid to Republic Services.

In September 2017, Republic Services requested a rate adjustment increase pursuant to their contract. Prior to this request, Republic Services' rate has not increased since 2013 due to recycling efficiencies and other economic factors such as lower fuel prices. The RRI is a combination of the consumer price increase for labor and equipment and other reasonable cost adjustments for disposal insurance and fuel cost changes. As a direct result of Republic Services 2017 rate adjustment, the cost of a single-family unit increased \$0.12 per month per unit effective October 1, 2017.



# Solid Waste Fund (115)

	<u>FY 2016-17 Actual</u>	<u>FY 2017-18 Actual</u>	<u>FY 2018-19 Adopted</u>	<u>FY 2018-19 Amended</u>	<u>FY 2019-20 Adopted</u>
<b><u>REVENUES</u></b>					
<b><u>Operating Revenues</u></b>					
Intergovernmental	85,887	-	-	-	-
Charges for Services	2,528,938	2,597,200	2,592,440	2,592,440	2,613,958
Interest/Change in Fair Value	253	1,189	500	500	750
<b>Total Operating Revenues</b>	<u>2,615,078</u>	<u>2,598,389</u>	<u>2,592,940</u>	<u>2,592,940</u>	<u>2,614,708</u>
<b>TOTAL REVENUES</b>	<b>\$ 2,615,078</b>	<b>\$ 2,598,389</b>	<b>\$ 2,592,940</b>	<b>\$ 2,592,940</b>	<b>\$ 2,614,708</b>
<b><u>EXPENDITURES</u></b>					
<b><u>Operating Expenditures</u></b>					
Professional and Contractual	2,518,996	2,648,974	2,558,880	2,573,880	2,607,925
Operating Supplies	(3,092)	3,378	-	-	-
<b>Total Operating Expenditures</b>	<u>2,515,904</u>	<u>2,652,352</u>	<u>2,558,880</u>	<u>2,573,880</u>	<u>2,607,925</u>
<b><u>Transfers out</u></b>	40,895	-	-	-	-
<b><u>Reserve for Contingencies</u></b>	-	-	34,060	19,060	6,783
<b>TOTAL EXPENDITURES</b>	<b>\$ 2,556,799</b>	<b>\$ 2,652,352</b>	<b>\$ 2,592,940</b>	<b>\$ 2,592,940</b>	<b>\$ 2,614,708</b>

# Building Services Fund (120)

## Description

The Building Services Division is responsible for the review of all building construction plans and specifications to ensure compliance with the Florida Building Code and other applicable code regulations. The Division reviews and issues approximately 5,000 building permits annually and conducts approximately 12,000 inspections per year.



Building Services was outsourced in 2010. Consequently, there is no City staff or related personnel costs for this program. The personnel are supplied by the contractor, PCDS, LLC.

## Goals

- Ensure that new development is done in a sustainable manner.
- Review building construction plans at a superior level to comply with the Florida Building Code and other applicable code regulations.
- Continue high levels of customer service, productivity, and efficiency.

## Performance Outcomes

Measurement	FY 16-17 Actual	FY 17-18 Actual	FY 18-19 Budget	FY 19-20 Budget
<b>Workload Output</b>				
# inspections completed	4,047	13,250	4,811	14,229
# re-inspections required	2,058	3,272	1,824	3,315
# plans reviewed	1,864	1,970	1,954	1,905
# plans reviewed requiring corrections	292	391	407	390
Total revenue generated	1,431,425	1,259,750	517,000	517,000
<b>Effectiveness/Service Quality</b>				
% inspections requiring re-inspection	50.90%	24.70%	37.90%	23.30%
% plans requiring corrections	15.70%	19.80%	20.80%	20.50%
Average # of days for all plan review	5.90	4.00	4.50	4.25
<b>Efficiency</b>				
Cost recovery %	100.30%	100.30%	100.00%	100.00%
# inspections completed/day/inspector	5.19	16.99	6.17	18.24
# plans reviewed/day/inspector	2.39	2.51	2.51	2.44

# Building Services Fund (120)

	<b>FY 2016-17</b>	<b>FY 2017-18</b>	<b>FY 2018-19</b>	<b>FY 2018-19</b>	<b>FY 2019-20</b>
	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Amended</b>	<b>Adopted</b>
<b><u>REVENUES</u></b>					
<b><u>Operating Revenues</u></b>					
Charges for Services	1,411,525	1,244,527	537,000	537,000	466,000
Licenses and Permits	15,960	9,840	5,000	5,000	1,000
Miscellaneous	-	(328)	-	-	-
Interest/Change in Fair Value	3,940	5,709	-	-	1,000
<b>Total Operating Revenues</b>	<b>1,431,425</b>	<b>1,259,748</b>	<b>542,000</b>	<b>542,000</b>	<b>468,000</b>
<b>TOTAL REVENUES</b>	<b>\$ 1,431,425</b>	<b>\$ 1,259,748</b>	<b>\$ 542,000</b>	<b>\$ 542,000</b>	<b>\$ 468,000</b>
<b><u>EXPENDITURES</u></b>					
<b><u>Operating Expenditures</u></b>					
Professional and Contractual	1,030,015	916,142	390,240	390,240	336,240
Communications	3,118	2,593	2,356	2,395	2,561
Utilities	7,402	8,114	8,623	8,623	8,213
Rentals and Leases	1,531	1,210	1,210	1,210	1,210
Insurance	825	791	883	729	533
Operating Supplies	31,861	30,942	28,489	28,450	11,159
Other	3,074	3,071	4,589	4,589	4,589
<b>Total Operating Expenditures</b>	<b>1,077,826</b>	<b>962,863</b>	<b>436,390</b>	<b>436,236</b>	<b>364,505</b>
<b><u>Transfers out</u></b>	<b>348,835</b>	<b>293,559</b>	<b>105,610</b>	<b>105,764</b>	<b>103,403</b>
<b><u>Reserve for Contingencies</u></b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>92</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,426,661</b>	<b>\$ 1,256,422</b>	<b>\$ 542,000</b>	<b>\$ 542,000</b>	<b>\$ 468,000</b>

# Law Enforcement Fund (125)

## **Description**

In all criminal and violation-of-probation or community-control cases, convicted persons are liable for payment of the costs of prosecution, including investigative costs incurred by law enforcement agencies. *Florida Statutes 938.27(7)* states that investigative costs that are recovered must be returned to the appropriate investigative agency that incurred the expense. Such costs include actual expenses incurred in conducting the investigation and prosecution of the criminal case; however, recoverable costs may also include the salaries of permanent employees.

Investigative funds collected are restricted for law enforcement purposes. Law Enforcement Funds are not budgeted during the annual budget process. Funds are spent throughout the year as determined and authorized by the appropriate level of authority and based on available funding.

# Law Enforcement Fund (125)

	<u>FY 2016-17</u> <u>Actual</u>	<u>FY 2017-18</u> <u>Actual</u>	<u>FY 2018-19</u> <u>Adopted</u>	<u>FY 2018-19</u> <u>Amended</u>	<u>FY 2019-20</u> <u>Adopted</u>
<b><u>REVENUES</u></b>					
<b><u>Operating Revenues</u></b>					
Fines and Forfeitures	55,072	61,899	-	-	-
Interest/Change in Fair Value	671	1,690	-	-	-
<b>Total Operating Revenues</b>	<b>55,743</b>	<b>63,589</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL REVENUES</b>	<b>\$ 55,743</b>	<b>\$ 63,589</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b><u>EXPENDITURES</u></b>					
<b><u>Operating Expenditures</u></b>					
Operating Supplies	25,080	19,071	-	-	-
<b>Total Operating Expenditures</b>	<b>25,080</b>	<b>19,071</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Transfers out</b>	<b>1,530</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 26,610</b>	<b>\$ 19,071</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

## Police Donations Fund (126)

### **Description**

The Police Donations Fund accounts for donated funds received that are specifically restricted to law enforcement purposes. Donated funds received are currently restricted into the following categories: General Law Enforcement; Cops and Explorers; K-9; and Shop with a Cop. Police Donation Funds are not budgeted during the annual budget process. Funds are spent throughout the year as determined and authorized by the appropriate level of authority and based on available funding.

# Police Donations Fund (126)

	<b>FY 2016-17</b>	<b>FY 2017-18</b>	<b>FY 2018-19</b>	<b>FY 2018-19</b>	<b>FY 2019-20</b>
	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Amended</b>	<b>Adopted</b>
<b><u>REVENUES</u></b>					
<b><u>Operating Revenues</u></b>					
Miscellaneous	37,423	33,433	-	-	-
Interest/Change in Fair Value	345	450	-	-	-
<b>Total Operating Revenues</b>	<b>37,768</b>	<b>33,883</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL REVENUES</b>	<b>\$ 37,768</b>	<b>\$ 33,883</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b><u>EXPENDITURES</u></b>					
<b>Total Operating Expenditures</b>					
Operating Supplies	45,042	36,882	-	-	-
<b>Total Operating Expenditures</b>	<b>45,042</b>	<b>36,882</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 45,042</b>	<b>\$ 36,882</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

## Second Dollar Fund (127)

### **Description**

Second Dollar Funds are covered under Florida Statute 938.15. In addition to the costs provided for in F.S. 938.01, municipalities and counties may assess an additional \$2 for expenditures for criminal justice education degree programs and training courses, including basic recruit training, for their respective officers and employing agency support personnel, provided such education degree programs and training courses are approved by the employing agency administrator, on a form provided by the Criminal Justice Standards and Training Commission, for local funding.

- (1) Workshops, meetings, conference, and conventions shall, on a form approved by the Criminal Justice Standards and Training Commission for use by the employing agency, be individually approved by the employing agency administrator prior to attendance.

Second Dollar Funds are not budgeted during the annual budget process and are expended throughout the year as determined by the agency administrator.

# Second Dollar Fund (127)

	<u>FY 2016-17</u> <u>Actual</u>	<u>FY 2017-18</u> <u>Actual</u>	<u>FY 2018-19</u> <u>Adopted</u>	<u>FY 2018-19</u> <u>Amended</u>	<u>FY 2019-20</u> <u>Adopted</u>
<b><u>REVENUES</u></b>					
<b><u>Operating Revenues</u></b>					
Fines and Forfeitures	8,407	10,641	-	-	-
Interest/Change in Fair Value	340	656	-	-	-
<b>Total Operating Revenues</b>	<b>8,747</b>	<b>11,297</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL REVENUES</b>	<b>\$ 8,747</b>	<b>\$ 11,297</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b><u>EXPENDITURES</u></b>					
<b><u>Operating Expenditures</u></b>					
Other	4,440	3,000	-	-	-
<b>Total Operating Expenditures</b>	<b>4,440</b>	<b>3,000</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 4,440</b>	<b>\$ 3,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

# Public Arts Fund (141)

## **Description**

On August 7, 2017, City Council approved Ordinance No. 1653, which created a new public arts policy, created City of Oviedo Public Arts Board and established a public arts fund in which funds appropriated or donated for the purposes of public art shall be deposited. Funds for public works of art projects may be identified or solicited from public sector agencies, private foundations and granting bodies, businesses, organizations or individuals. In addition, any estimates for the construction or renovation of capital projects, with the exception of infrastructure, roadway and utility, shall include a contribution to the Public Art Fund equal to one percent (1%) of the total cost of the project.

Art works may be defined as works of art, architectural enhancement or special landscape treatment which may be integral parts of the building; situated within or outside the building, may be located in or near government facilities which have already been constructed, or may be located in other public places where numbers of people may experience them.

# Public Arts Fund (141)

	FY 2016-17 Actual	FY 2017-18 Actual	FY 2018-19 Adopted	FY 2018-19 Amended	FY 2019-20 Adopted
<b><u>REVENUES</u></b>					
<b><u>Operating Revenues</u></b>					
Miscellaneous	-	10,000	-	-	-
Sale fo Assets	-	-	-	-	-
Interest/Change in Fair Value	-	77	-	-	-
<b>Total Operating Revenues</b>	-	10,077	-	-	-
<b><u>Appropriated Fund Balance</u></b>	-	-	-	-	-
<b>TOTAL REVENUES</b>	<b>\$ -</b>	<b>\$ 10,077</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b><u>EXPENDITURES</u></b>					
<b><u>Reserve for Contingencies</u></b>	-	-	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

# Multi-Mobility Fund (142)

## **Description**

On July 15, 2019, City Council approved Resolution No. 3773-19 which created a new Standard Operating Procedure (SOP) for application and expenditure of Multi-Mobility revenues. Revenues are received by the City from certain property owners/developers for which mobility strategies, of fee in lieu of, are required pursuant to Goal 2-2 of the Transportation Element of the adopted Comprehensive Plan. The funds could be used for city approved projects that enhance transportation mobility options and reduce greenhouse gas emissions. Some of the permitted uses include: enhancements to pedestrian and bicycle facilities, interconnectivity of sidewalks and roads, and ride-sharing lots that promote carpooling.

# Multi-Mobility Fund (142)

	<b>FY 2016-17</b>	<b>FY 2017-18</b>	<b>FY 2018-19</b>	<b>FY 2018-19</b>	<b>FY 2019-20</b>
	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Amended</b>	<b>Adopted</b>
<b><u>REVENUES</u></b>					
<b><u>Operating Revenues</u></b>					
Miscellaneous	-	7,800	-	-	-
Interest/Change in Fair Value	-	44	-	-	-
<b>Total Operating Revenues</b>	-	7,844	-	-	-
<b>TOTAL REVENUES</b>	<b>\$ -</b>	<b>\$ 7,844</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b><u>EXPENDITURES</u></b>					
<b><u>Reserve for Contingencies</u></b>	-	-	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

# Street Light Fund (150)

## **Description**

On February 19, 2018, City Council adopted Ordinance No. 1667 which established a Street Lighting special assessment district in the City of Oviedo. Ordinance No. 1667 established the guidelines for the implementation of a special assessment in accordance with Florida Statutes.

On July 16, 2018, City Council adopted Resolution No. 3578-18, which adopted a preliminary rate resolution for FY 2018-19.

The Street Lighting assessment is structured to fund the costs of operating and maintaining the public right-of-way street lighting and to establish a capital infrastructure expansion funding source to install streetlights currently in un-lit areas. The service area covered by the Street Lighting assessment encompasses the corporate limits of the City and applies to all street lighting within the public right-of-way.

# Street Light Fund (150)

	<b>FY 2016-17 Actual</b>	<b>FY 2017-18 Actual</b>	<b>FY 2018-19 Adopted</b>	<b>FY 2018-19 Amended</b>	<b>FY 2019-20 Adopted</b>
<b><u>REVENUES</u></b>					
<b><u>Operating Revenues</u></b>					
Charges for Services	-	-	1,103,039	1,103,039	1,047,887
<b>Total Operating Revenues</b>	-	-	1,103,039	1,103,039	1,047,887
<b>TOTAL REVENUES</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,103,039</b>	<b>\$ 1,103,039</b>	<b>\$ 1,047,887</b>
<b><u>EXPENDITURES</u></b>					
<b><u>Operating Expenses</u></b>					
Professional and Contractual	-	-	-	8,500	8,500
Utilities	-	-	803,161	803,161	846,513
Operating Supplies	-	-	-	-	5,515
<b>Total Operating Expenses</b>	-	-	803,161	811,661	860,528
<b>Reserve for Contingencies</b>	-	-	299,878	291,378	187,359
<b>TOTAL EXPENDITURES</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,103,039</b>	<b>\$ 1,103,039</b>	<b>\$ 1,047,887</b>



# **DEBT SERVICE FUNDS**

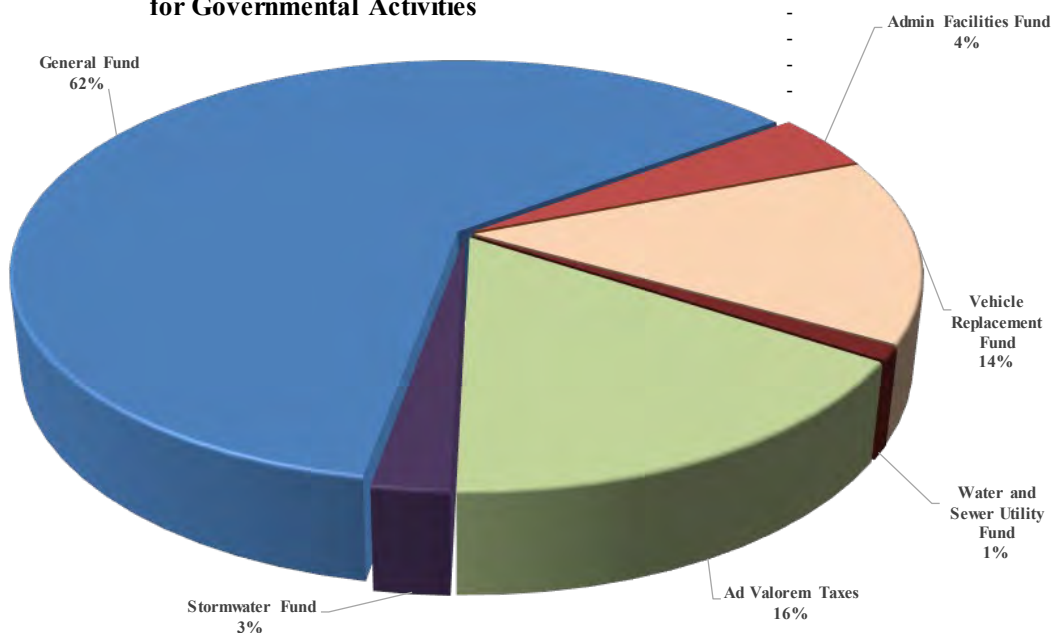
# Schedule of Debt Service Requirements

## Governmental Activities

			Total Debt Service Requirements		
	FY 2019/20 Debt Service Requirements	Percent of Total Debt Service Requirement	Principal Outstanding 10/1/2019	Total Interest to Maturity at 10/1/2019	Requirements to Maturity
<b>Governmental Activities:</b>					
<i>Revenue Notes</i>					
Public Improvement Refunding Revenue Note Series 2012A	720,268	23.87%	2,773,000	108,882	2,881,882
Capital Improvement Refunding Revenue Note Series 2012A	190,738	6.32%	375,000	6,326	381,326
Capital Improvement Refunding Revenue Note Series 2012B	394,030	13.06%	3,076,000	406,805	3,482,805
Capital Improvement Refunding Revenue Note Series 2012C	60,518	2.01%	289,000	15,498	304,498
Capital Improvement Refunding Revenue Note Series 2012D	107,198	3.55%	690,000	58,528	748,528
Public Improvement Revenue Note Series 2013	369,540	12.25%	3,000,000	366,000	3,366,000
Limited Ad Valorem Revenue Note Series 2013	488,576	16.19%	5,801,000	1,530,441	7,331,441
<i>Leases</i>					
Vehicle Equipment Lease	399,701	13.25%	1,033,525	25,224	1,058,749
Siemens Lease	123,634	4.10%	121,096	2,538	123,634
Fire Equipment Lease	97,399	3.23%	197,064	3,755	200,819
SCBA Lease	66,093	2.19%	247,977	16,394	264,371
<i>Debt Service Costs</i>	-	0.00%	-	-	-
<b>Total Governmental Activities</b>	<b>\$ 3,017,695</b>	<b>100.00%</b>	<b>\$ 17,603,662</b>	<b>\$ 2,540,391</b>	<b>\$ 20,144,053</b>

<b>Budget Guidelines:</b>			General Fund Operating Revenues	2019 Gross Taxable Value
	Actual	Guideline		
City financial policies limit revenue bond debt to no more than ten percent (10%) of General Fund Operating Revenues.	7.06%	< 10%	33,005,940	
The City shall limit its General obligation debt (excluding revenue bonds) to no more than three percent (3%) of the gross taxable value of the City.	0.05%	<3%		3,035,244,283

**FY 2019-20 Revenue Sources for Debt Service Payments  
for Governmental Activities**



# Public Imp. Revenue Bonds Fund (201)

	<b>FY 2016-17</b>	<b>FY 2017-18</b>	<b>FY 2018-19</b>	<b>FY 2018-19</b>	<b>FY 2019-20</b>
	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Amdended</b>	<b>Adopted</b>
<b><u>REVENUES</u></b>					
<b><u>Transfers in:</u></b>					
General Fund	1,250,496	1,950,469	1,937,185	1,971,580	1,680,810
Administrative Impact Fee Fund	127,589	127,611	127,358	127,358	130,748
Transportation Impact Fee Fund	105,981	106,014	106,025	106,025	-
Police Impact Fee Fund	49,370	49,385	49,390	49,390	-
Fire Impact Fee Fund	231,424	-	-	-	-
Recreation Impact Fee Fund	444,356	-	-	-	-
Utility Fund	29,587	29,603	29,528	29,528	30,734
<b>Total Transfers in</b>	<b>2,238,803</b>	<b>2,263,082</b>	<b>2,249,486</b>	<b>2,283,881</b>	<b>1,842,292</b>
<b>TOTAL REVENUES</b>	<b>\$ 2,238,803</b>	<b>\$ 2,263,082</b>	<b>\$ 2,249,486</b>	<b>\$ 2,283,881</b>	<b>\$ 1,842,292</b>

## **EXPENDITURES**

<b><u>Principal:</u></b>					
Bond/Note	1,941,000	1,971,000	2,003,000	2,003,000	1,617,000
<b><u>Interest:</u></b>					
Bond/Note	324,322	289,906	246,486	262,547	225,292
<b><u>Other:</u></b>					
Bond/Note	-	2,200	-	18,334	-
<b>Total Bonds</b>	<b>2,265,322</b>	<b>2,263,106</b>	<b>2,249,486</b>	<b>2,283,881</b>	<b>1,842,292</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 2,265,322</b>	<b>\$ 2,263,106</b>	<b>\$ 2,249,486</b>	<b>\$ 2,283,881</b>	<b>\$ 1,842,292</b>

## **5 Year Budget Projections**

	<b>2020-21</b>	<b>2021-22</b>	<b>2022-23</b>	<b>2023-24</b>	<b>2024-25</b>
<b><u>Expenditures:</u></b>	<b>Projection</b>	<b>Projection</b>	<b>Projection</b>	<b>Projection</b>	<b>Projection</b>
Principal	1,646,000	1,480,000	1,504,000	802,000	752,000
Interest	189,298	154,313	120,380	92,946	72,778
<b>Total Projections</b>	<b>\$ 1,835,298</b>	<b>\$ 1,634,313</b>	<b>\$ 1,624,380</b>	<b>\$ 894,946</b>	<b>\$ 824,778</b>

# Debt Overview – Bonds/Notes

## **GOVERNMENTAL ACTIVITIES DEBT: FUND 201 (BONDS/NOTES)**

### **Public Improvement Refunding Revenue Note, Series 2012A (PIRRN 2012A)**

A \$6,526,000 Note was issued in July 2012. PIRRN 2012A refunds the Series 2002 Bonds, which refunded Revenue Bonds, Series 1997 and Public Improvement Revenue Bonds, Series 1999. The Series 1997 and 1999 Bonds upgrading the City's existing parks; developed an integrated system of sidewalks between the City's schools, parks and residential and commercial areas; and financed the acquisition and construction of new parks. This Note matures in 4 years (2022/23).

FY	PRINCIPAL	INTEREST	TOTAL
2019-20	673,000	47,268	720,268
2020-21	687,000	34,076	721,076
2021-22	700,000	20,622	720,622
2022-23	713,000	6,916	719,916
2023-24	-	-	-
Thereafter	-	-	-
TOTAL	\$ 2,773,000	\$ 108,882	\$ 2,881,882

Revenue Pledged: Taxes levied and collected by the City of Oviedo on the purchased of electricity, water, metered or bottled gas, and local communications services.

### **Capital Improvement Refunding Revenue Note, Series 2012A (CIRRN 2012A)**

A \$1,422,000 Note was issued in July 2012. CIRRN 2012A refunds the Series 2006 Note, which refunded Capital Improvement Revenue Bonds, Series 1993, which advance refunded Capital Improvement Revenue Bonds, Series 1990. The Series 1990 Bonds funded the acquisition and construction of Riverside Park and the acquisition of land for other recreation improvements within the City. This Note matures in 2 years (2020/21).

FY	PRINCIPAL	INTEREST	TOTAL
2019-20	186,000	4,738	190,738
2020-21	189,000	1,588	190,588
2021-22	-	-	-
2022-23	-	-	-
2023-24	-	-	-
Thereafter	-	-	-
TOTAL	\$ 375,000	\$ 6,326	\$ 381,326

Revenue Pledged: Utility tax revenues and communication service tax revenues.

### **Capital Improvement Refunding Revenue Note, Series 2012B (CIRRN 2012B)**

A \$4,779,000 Note was issued in July 2012. CIRRN 2012B refunds the Capital Improvement Revenue Note, Series 2007. The Series 2007 Note financed the acquisition, construction and equipping of a firestation and related administration building; and a public works complex consisting of an administration, operations and fleet maintenance facility. This Note matures in 9 years (2027/28).

FY	PRINCIPAL	INTEREST	TOTAL
2019-20	311,000	83,030	394,030
2020-21	319,000	74,074	393,074
2021-22	326,000	64,906	390,906
2022-23	334,000	55,524	389,524
2023-24	341,000	45,929	386,929
Thereafter	1,445,000	83,342	1,528,342
TOTAL	\$ 3,076,000	\$ 406,805	\$ 3,482,805

Revenue Pledged: Utility tax revenues and communication service tax revenues.

### **Capital Improvement Refunding Revenue Note, Series 2012C (CIRRN 2012C)**

A \$595,000 Note was issued in July 2012. CIRRN 2012C refunds the Capital Improvement Revenue Note, Series 2009. The Series 2009 Note financed the acquisition and construction of capital improvements in the City, which included the purchase of Oviedo Materials, Inc. Landfill (Martin Property). This acquisition provided for future expansion of the Oviedo Sports Complex. This Note matures in 5 years (2023/24).

FY	PRINCIPAL	INTEREST	TOTAL
2019-20	55,000	5,518	60,518
2020-21	57,000	4,336	61,336
2021-22	58,000	3,123	61,123
2022-23	59,000	1,888	60,888
2023-24	60,000	633	60,633
Thereafter	-	-	-
TOTAL	\$ 289,000	\$ 15,498	\$ 304,498

Revenue Pledged: Electric Franchise Fees

### **Capital Improvement Refunding Revenue Note, Series 2012D (CIRRN 2012D)**

A \$1,194,000 Note was issued in July 2012. CIRRN 2012D refunds the Capital Improvement Revenue Note, Series 2011. The Series 2011 Note financed the remaining acquisition, construction and equipping of a public works complex, consisting of an administration, operations and fleet maintenance facility (to include heavy equipment storage bays) and the land therefor. This Note matures in 7 years (2025/26).

FY	PRINCIPAL	INTEREST	TOTAL
2019-20	92,000	15,198	107,198
2020-21	94,000	13,004	107,004
2021-22	96,000	10,762	106,762
2022-23	98,000	8,472	106,472
2023-24	101,000	6,124	107,124
Thereafter	209,000	4,968	213,968
TOTAL	\$ 690,000	\$ 58,528	\$ 748,528

Revenue Pledged: State-Shared Half Cent Sales Tax

# Debt Overview – Bonds/Notes, Continued

## GOVERNMENTAL ACTIVITIES DEBT: FUND 201 (BONDS/NOTES), CONTINUED

### Public Improvement Revenue Note, Series 2013 (PIRN 2013)

A \$3,900,000 Note was issued in August 2013. PIRN 2013 financed the costs of various capital improvements within the City, including but not limited to improvements to Oviedo on the Park's Center Lake Park; the construction of a new fire station, that will combine two existing fire stations; and the construction of a new Public Safety building. This Note matures in 10 years (2028/29).

Revenue Pledged: Utility tax revenues and communication service tax revenues.

FY	PRINCIPAL	INTEREST	TOTAL
2019-20	300,000	69,540	369,540
2020-21	300,000	62,220	362,220
2021-22	300,000	54,900	354,900
2022-23	300,000	47,580	347,580
2023-24	300,000	40,260	340,260
Thereafter	1,500,000	91,500	1,591,500
TOTAL	\$ 3,000,000	\$ 366,000	\$ 3,366,000

### **Total Governmental Activities Debt: Fund 201**

FY	PRINCIPAL	INTEREST	TOTAL
2019-20	1,617,000	225,292	1,842,292
2020-21	1,646,000	189,298	1,835,298
2021-22	1,480,000	154,313	1,634,313
2022-23	1,504,000	120,380	1,624,380
2023-24	802,000	92,946	894,946
Thereafter	3,154,000	179,810	3,333,810
TOTAL	\$ 10,203,000	\$ 962,039	\$ 11,165,039

# General Obligation Bond Debt Service Fund (203)

	<b>FY 2016-17 Actual</b>	<b>FY 2017-18 Actual</b>	<b>FY 2018-19 Adopted</b>	<b>FY 2018-19 Amdended</b>	<b>FY 2019-20 Adopted</b>
<b><u>REVENUES</u></b>					
Ad Valorem	498,904	501,844	490,773	490,773	485,762
Interest/Change in Fair Value	3,563	6,048	3,253	3,253	2,814
<b>Total Revenues</b>	<b>502,467</b>	<b>507,892</b>	<b>494,026</b>	<b>494,026</b>	<b>488,576</b>
<b><u>Appropriated Fund Balance</u></b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>25,000</b>	<b>-</b>
<b>TOTAL REVENUES</b>	<b>\$ 502,467</b>	<b>\$ 507,892</b>	<b>\$ 494,026</b>	<b>\$ 519,026</b>	<b>\$ 488,576</b>

## **EXPENDITURES**

### **Principal:**

GO Bond	267,000	278,000	289,000	289,000	305,000
---------	---------	---------	---------	---------	---------

### **Interest:**

GO Bond	227,356	216,424	204,726	204,726	183,576
---------	---------	---------	---------	---------	---------

### **Other:**

GO Bond	300	-	300	25,300	-
<b>Total Bonds</b>	<b>494,656</b>	<b>494,424</b>	<b>494,026</b>	<b>519,026</b>	<b>488,576</b>

<b>TOTAL EXPENDITURES</b>	<b>\$ 494,656</b>	<b>\$ 494,424</b>	<b>\$ 494,026</b>	<b>\$ 519,026</b>	<b>\$ 488,576</b>
---------------------------	-------------------	-------------------	-------------------	-------------------	-------------------

## **5 Year Budget Projections**

	<b>2020-21 Projection</b>	<b>2021-22 Projection</b>	<b>2022-23 Projection</b>	<b>2023-24 Projection</b>	<b>2024-25 Projection</b>
<b><u>Expenditures:</u></b>					
Principal	313,000	326,000	333,000	345,000	356,000
Interest	173,534	163,150	152,441	141,424	130,033
<b>Total Projections</b>	<b>\$ 486,534</b>	<b>\$ 489,150</b>	<b>\$ 485,441</b>	<b>\$ 486,424</b>	<b>\$ 486,033</b>

# Debt Overview – General Obligation Bond

## GOVERNMENTAL ACTIVITIES DEBT: FUND 203 (BONDS/NOTES)

### Limited Ad Valorem Revenue Note, Series 2013

A \$5,900,000 Note was issued in September 2013. The Limited Ad Valorem Revenue Note, Series 2013, refunds a portion of the City's outstanding Limited Ad Valorem Bonds, Series 2003. The Limited Ad Valorem Bonds, Series 2003 were issued to finance the cost of implementation of the Oviedo Downtown Master Plan. This Note matures in 15 years (2033/34).

Revenue Pledged: Ad Valorem revenues not to exceed 0.9 mills per year.

FY	PRINCIPAL	INTEREST	TOTAL
2019-20	305,000	183,576	488,576
2020-21	313,000	173,534	486,534
2021-22	326,000	163,150	489,150
2022-23	333,000	152,441	485,441
2023-24	345,000	141,424	486,424
Thereafter	4,179,000	716,316	4,895,316
TOTAL	\$ 5,801,000	\$ 1,530,441	\$ 7,331,441

### **Total Governmental Activities Debt: Fund 203**

FY	PRINCIPAL	INTEREST	TOTAL
2019-20	305,000	183,576	488,576
2020-21	313,000	173,534	486,534
2021-22	326,000	163,150	489,150
2022-23	333,000	152,441	485,441
2023-24	345,000	141,424	486,424
Thereafter	4,179,000	716,316	4,895,316
TOTAL	5,801,000	1,530,441	\$ 7,331,441

# Lease Financing Fund (205)

	<b>FY 2016-17 Actual</b>	<b>FY 2017-18 Actual</b>	<b>FY 2018-19 Adopted</b>	<b>FY 2018-19 Amdended</b>	<b>FY 2019-20 Adopted</b>
<b><u>REVENUES</u></b>					
<b><u>Transfers in:</u></b>					
General Fund	123,634	123,634	183,774	183,774	201,883
Vehicle Replacement Fund	454,284	454,283	518,570	518,570	583,074
Stormwater	71,268	71,269	71,268	71,268	71,269
<b>Total Transfers in</b>	<b>649,186</b>	<b>649,186</b>	<b>773,612</b>	<b>773,612</b>	<b>856,226</b>
<b>TOTAL REVENUES</b>	<b>\$ 649,186</b>	<b>\$ 649,186</b>	<b>\$ 773,612</b>	<b>\$ 773,612</b>	<b>\$ 856,226</b>

## **EXPENDITURES**

<b><u>Principal:</u></b>					
Lease	597,032	608,289	672,161	677,240	661,919
<b><u>Interest:</u></b>					
Lease	52,154	40,899	37,165	37,165	24,908
<b><u>Other:</u></b>					
Lease	-	10,750	64,286	59,207	169,399
<b>Total Bonds</b>	<b>649,186</b>	<b>659,938</b>	<b>773,612</b>	<b>773,612</b>	<b>856,226</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 649,186</b>	<b>\$ 659,938</b>	<b>\$ 773,612</b>	<b>\$ 773,612</b>	<b>\$ 856,226</b>

## **5 Year Budget Projections**

	<b>2020-21 Projection</b>	<b>2021-22 Projection</b>	<b>2022-23 Projection</b>	<b>2023-24 Projection</b>	<b>2024-25 Projection</b>
<b><u>Expenditures:</u></b>					
Principal	500,004	240,018	197,721	-	-
Interest	13,622	6,876	2,505	-	-
<b>Total Projections</b>	<b>\$ 513,626</b>	<b>\$ 246,894</b>	<b>\$ 200,226</b>	<b>\$ -</b>	<b>\$ -</b>

# Debt Overview - Leases

## GOVERNMENTAL ACTIVITIES DEBT: FUND 205 (LEASES)

### Siemens Lease

A \$3,600,000 Lease was issued in October 2010. The Lease was obtained to finance the cost of various facility energy improvements, to include labor, materials and audit costs; and the installation of radio read meters throughout the City's Utility System. This Note matures in 1 years (2019/20).

FY	PRINCIPAL	INTEREST	TOTAL
2019-20	121,096	2,538	123,634
2020-21	-	-	-
2021-22	-	-	-
2022-23	-	-	-
2023-24	-	-	-
Thereafter	-	-	-
TOTAL	\$ 121,096	\$ 2,538	\$ 123,634

### 2015 Fire Equipment Lease

A \$730,258 Lease was issued in March 2015. The Lease was obtained to purchase a new Wheeled Coach Rescue Vehicle and Pierce Quantum Engine for the Fire Department. This Note matures in 3 years (2021/22).

FY	PRINCIPAL	INTEREST	TOTAL
2019-20	94,991	2,408	97,399
2020-21	67,766	1,181	68,947
2021-22	34,307	166	34,473
2022-23	-	-	-
2023-24	-	-	-
Thereafter	-	-	-
TOTAL	\$ 197,064	\$ 3,755	\$ 200,819

### 2016 Equipment Lease

A \$2,160,611 Lease was issued in August 2016. The Lease will finance various vehicle and equipment purchases made by the City for upgrade or replacement of existing vehicles and equipment; or for the purchase of new vehicles/equipment as needed. This Note matures in 4 years (2022/23).

FY	PRINCIPAL	INTEREST	TOTAL
2019-20	386,480	13,221	399,701
2020-21	371,158	7,428	378,586
2021-22	142,853	3,475	146,328
2022-23	133,034	1,100	134,134
2023-24	-	-	-
Thereafter	-	-	-
TOTAL	\$ 1,033,525	\$ 25,224	\$ 1,058,749

### 2017 SCBA Lease

A \$305,650 Lease was issued in November 2018. The Lease will finance Fire Safety equipment - Self Contained Breathing Apparatus. This Note matures in 4 years (2022/23).

FY	PRINCIPAL	INTEREST	TOTAL
2019-20	59,352	6,741	66,093
2020-21	61,080	5,013	66,093
2021-22	62,858	3,235	66,093
2022-23	64,687	1,405	66,092
2023-24	-	-	-
Thereafter	-	-	-
TOTAL	\$ 247,977	\$ 16,394	\$ 264,371

## **Total Governmental Activities Debt: Fund 205**

FY	PRINCIPAL	INTEREST	TOTAL
2019-20	661,919	24,908	686,827
2020-21	500,004	13,622	513,626
2021-22	240,018	6,876	246,894
2022-23	197,721	2,505	200,226
2023-24	-	-	-
Thereafter	-	-	-
TOTAL	\$ 1,599,662	\$ 47,911	\$ 1,647,573



# CAPITAL PROJECT FUNDS

# Capital Project Funds

Capital project funds are used to account for the acquisition and construction of major capital facilities other than those financed by proprietary funds and trust funds.

**Vehicle/Equipment Replacement Fund (302)** – to account for the purchase of transportation vehicles and equipment for the General Fund. Vehicles and equipment are funded through charges for services to the General Fund.

**3<sup>rd</sup> Generation Sales Tax (304)** – to account for the City’s construction projects approved to use the extra one cent sales tax approved by voters. Additional information on the 3<sup>rd</sup> Generation Sales Tax Fund is included in this section preceding the Fund 304 schedule of appropriations.

**Local Option Sales Tax Construction Fund (309)** – to account for the City’s road construction projects approved to use the extra one cent sales tax approved by voters through the year 2011. No additional funds are received into this fund. Any remaining fund balance may be budgeted and used on approved projects.

**Technology Improvement Fund (320)** – to account for the purchase of the City’s technology improvements.

**OSC Extension Landfill Closure Fund (327)** – to account for the costs associated with the post closure monitoring of the OSC Extension Landfill.

**General Facilities Improvement Fund (330)** – to account for the purchase and improvement of the City’s facilities as they relate to the General Government programs and activities. Projects are funded through a transfer from the General Fund, proceeds from grants received, or other sources.

**Recreation Facilities Improvement Fund (340)** – to account for the purchase and improvement of the City’s recreational facilities as they relate to the General Government programs and activities. Projects are funded through a transfer from the General Fund, proceeds from grants received, or other sources.

**Fire Station Construction Fund (345)** – to account for the construction of the new fire station which combined Fire Stations 44 and 46. This project was completed in FY 2016. No additional funding will be received and all funds have been expended.

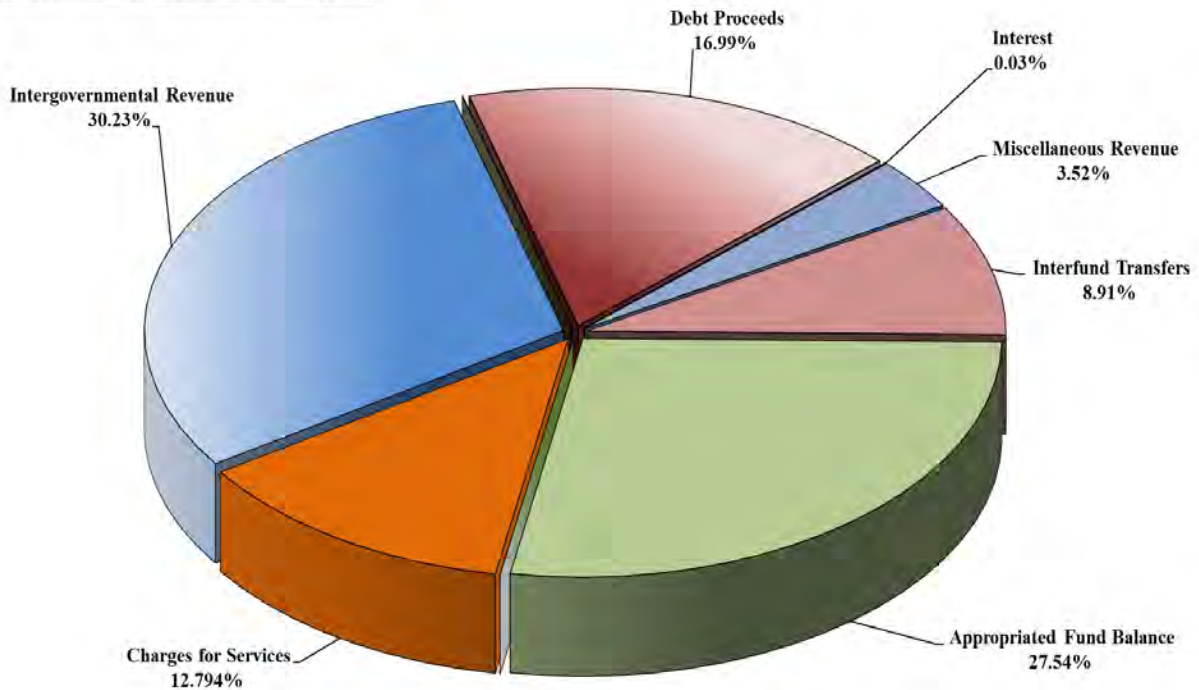
**Police Station Construction Fund (346)** – to account for the costs associated with the construction of the new police station at City Hall. This project was voter approved in 2016.

# Consolidated Summary Capital Project Funds

## FY 2019-20 by Budgeted Revenue

	Vehicle Replacement Fund	3rd Generation Sales Tax Fund	Local Option Sales Tax Fund	Technology Improvement Fund	OSC Landfill Closure Fund	Facilities Improvement Fund	Recreation Facilities Improvement Fund	Total All Funds
<b>BUDGETED REVENUES</b>								
Charges for Services	\$ 1,018,042	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,018,042
Intergovernmental Revenue	-	2,405,415	-	-	-	-	-	2,405,415
Debt Proceeds	1,351,870	-	-	-	-	-	-	1,351,870
Interest	-	-	-	1,500	500	-	-	2,000
Miscellaneous Revenue	65,000	-	-	-	15,000	-	200,000	280,000
<b>TOTAL OPERATING REVENUES</b>	<b>\$ 2,434,912</b>	<b>\$ 2,405,415</b>	<b>\$ -</b>	<b>\$ 1,500</b>	<b>\$ 15,500</b>	<b>\$ -</b>	<b>\$ 200,000</b>	<b>\$ 5,057,327</b>
Interfund Transfers	\$ 65,000	\$ -	\$ -	\$ 263,500	\$ -	\$ 380,151	\$ -	\$ 708,651
Appropriated Fund Balance	-	2,100,000	87,000	-	4,500	-	-	2,191,500
<b>TOTAL NON-OPERATING REVENUES</b>	<b>\$ 65,000</b>	<b>\$ 2,100,000</b>	<b>\$ 87,000</b>	<b>\$ 263,500</b>	<b>\$ 4,500</b>	<b>\$ 380,151</b>	<b>\$ -</b>	<b>\$ 2,900,151</b>
<b>TOTAL BUDGETED REVENUES AND FUND BALANCES</b>	<b>\$ 2,499,912</b>	<b>\$ 4,505,415</b>	<b>\$ 87,000</b>	<b>\$ 265,000</b>	<b>\$ 20,000</b>	<b>\$ 380,151</b>	<b>\$ 200,000</b>	<b>\$ 7,957,478</b>

**Composition of FY 2019-20  
Operating Revenues: \$7,957,478**

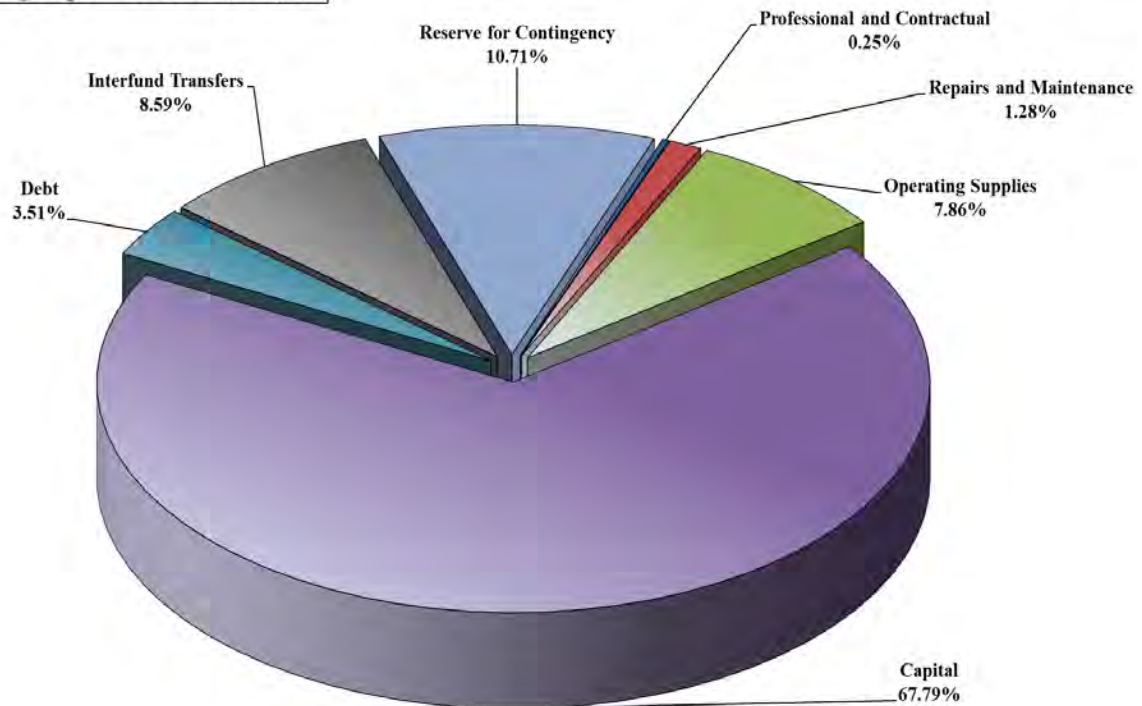


# Consolidated Summary Capital Project Funds

## FY 2019-20 by Budgeted Expenditure

	Vehicle Replacement Fund	3rd Generation Sales Tax Fund	Local Option Sales Tax Fund	Technology Improvement Fund	OSC Landfill Closure Fund	Facilities Improvement Fund	Recreation Facilities Improvement Fund	Total All Funds
<b>BUDGETED EXPENDITURES</b>								
Professional and Contractual	\$ -	\$ -	\$ -	\$ -	\$ 20,000	\$ -	\$ -	\$ 20,000
Repairs and Maintenance	-	100,000	-	2,000	-	-	-	102,000
Operating Supplies	110,000	400,000	-	115,482	-	-	-	625,482
<b>TOTAL OPERATING EXPENDITURES</b>	<b>\$ 110,000</b>	<b>\$ 500,000</b>	<b>\$ -</b>	<b>\$ 117,482</b>	<b>\$ 20,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 747,482</b>
Capital	\$ 1,211,870	\$ 4,000,000	\$ 35,000	\$ 147,518	\$ -	\$ -	\$ -	\$ 5,394,388
<b>TOTAL CAPITAL</b>	<b>\$ 1,211,870</b>	<b>\$ 4,000,000</b>	<b>\$ 35,000</b>	<b>\$ 147,518</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 5,394,388</b>
Debt	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 279,337	\$ -	\$ 279,337
Interfund Transfers	583,074	-	-	-	-	100,814	-	683,888
Reserve for Contingency	594,968	5,415	52,000	-	-	-	200,000	852,383
<b>TOTAL NON-OPERATING EXPENDITURES</b>	<b>\$ 1,178,042</b>	<b>\$ 5,415</b>	<b>\$ 52,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 380,151</b>	<b>\$ 200,000</b>	<b>\$ 1,815,608</b>
<b>TOTAL APPROPRIATED EXPENDITURES AND RESERVES</b>	<b>\$ 2,499,912</b>	<b>\$ 4,505,415</b>	<b>\$ 87,000</b>	<b>\$ 265,000</b>	<b>\$ 20,000</b>	<b>\$ 380,151</b>	<b>\$ 200,000</b>	<b>\$ 7,957,478</b>

**Composition of FY 2019-20  
Operating Expenditures: \$7,957,478**



# Vehicle/Equipment Replacement Fund (302)

	<b>FY 2016-17 Actual</b>	<b>FY 2017-18 Actual</b>	<b>FY 2018-19 Adopted</b>	<b>FY 2018-19 Amended</b>	<b>FY 2019-20 Adopted</b>
<b><u>REVENUES</u></b>					
<b><u>Operating Revenues</u></b>					
Charges for Services	744,046	698,544	733,054	733,054	1,018,042
Debt Proceeds	-	305,650	620,000	620,000	1,351,870
Miscellaneous	59,770	34,720	25,000	25,000	65,000
Interest/Change in Fair Value	6,195	10,308	-	-	-
<b>Total Operating Revenues</b>	<b>810,011</b>	<b>1,049,222</b>	<b>1,378,054</b>	<b>1,378,054</b>	<b>2,434,912</b>
<b><u>Interfund Transfers</u></b>	<b>44,000</b>	<b>51,420</b>	<b>42,000</b>	<b>42,000</b>	<b>65,000</b>
<b><u>Appropriated Fund Balance</u></b>	<b>-</b>	<b>-</b>	<b>66,016</b>	<b>171,794</b>	<b>-</b>
<b>TOTAL REVENUES</b>	<b>\$ 854,011</b>	<b>\$1,100,642</b>	<b>\$1,486,070</b>	<b>\$1,591,848</b>	<b>\$2,499,912</b>
<b><u>EXPENDITURES</u></b>					
<b><u>Operating Expenditures</u></b>					
Operating Supplies	3,417	107,971	-	-	110,000
<b>Total Operating Expenditures</b>	<b>3,417</b>	<b>107,971</b>	<b>-</b>	<b>-</b>	<b>110,000</b>
<b><u>Capital</u></b>					
Machinery and Equipment	618,467	368,399	967,500	1,073,278	1,211,870
<b>Total Capital</b>	<b>618,467</b>	<b>368,399</b>	<b>967,500</b>	<b>1,073,278</b>	<b>1,211,870</b>
<b><u>Transfers out</u></b>	<b>454,284</b>	<b>454,283</b>	<b>518,570</b>	<b>518,570</b>	<b>583,074</b>
<b><u>Reserve for Contingencies</u></b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>594,968</b>
<b>TOTAL EXPENDITURES</b>	<b>\$1,076,168</b>	<b>\$ 930,653</b>	<b>\$1,486,070</b>	<b>\$1,591,848</b>	<b>\$2,499,912</b>

# Third Generation Sales Tax (304)

## **Description**

Per Section 212.055(2)(a)(1), Florida Statutes, the governing authority in each county may levy a discretionary sales surtax of 0.5 percent or 1 percent. The levy of the surtax shall be pursuant to an ordinance enacted by a majority of the members of the county governing authority and approved by a majority of the electors of the county voting in a referendum on the surtax. If the governing bodies of the municipalities representing a majority of the county's population adopt uniform resolutions establishing the rate of the surtax and calling for a referendum on the surtax, the levy of the surtax shall be placed on the ballot and shall take effect if approved by a majority of the electors of the county voting in the referendum on the surtax.

Pursuant to s. 212.054(4), the proceeds of the surtax levied under this subsection shall be distributed to the county and the municipalities within such county in which the surtax was collected, according to:

1. An interlocal agreement between the county governing authority and the governing bodies of the municipalities representing a majority of the county's municipal population, which agreement may include a school district with the consent of the county governing authority and the governing bodies of the municipalities representing a majority of the county's municipal population.

In FY 2014, Seminole County voters approved the Third Generation Penny Sales Tax Referendum. Under the authority of Section 212.055(2), Florida Statutes, and pursuant to Seminole County Ordinance No. 2014-8, Seminole County imposed a one percent local government infrastructure sales surtax upon taxable transactions occurring in Seminole County and has provided for distribution of the proceeds from the surtax. The net revenues derived from the sales surtax levied and imposed by the County shall be distributed by the Department of Revenue directly to the City of Oviedo. An interlocal agreement is in effect among Seminole County, the School Board of Seminole County and the Signatory Municipalities pertaining to the shared distribution and use of the one cent local government infrastructure surtax.

A projects list is included in the interlocal agreement with Seminole County. Projects may be added or removed from the projects list only after approval by the governmental entity controlling the project following a noticed public meeting. City of Oviedo projects include, but are not limited to: State Road 426/CR 419 widening; city-wide road resurfacing; future sidewalk connectivity projects; Mitchell Hammock Road Corridor Improvement; and Recreation Facilities Improvements.

# Third Generation Sales Tax (304)

	<u>FY 2016-17 Actual</u>	<u>FY 2017-18 Actual</u>	<u>FY 2018-19 Adopted</u>	<u>FY 2018-19 Amended</u>	<u>FY 2019-20 Adopted</u>
<b><u>REVENUES</u></b>					
<b><u>Operating Revenues</u></b>					
Intergovernmental	2,208,553	2,348,537	2,642,893	4,242,893	2,405,415
Miscellaneous	15,641	-	-	-	-
Interest/Change in Fair Value	20,185	34,105	-	-	-
<b>Total Operating Revenues</b>	<u>2,244,379</u>	<u>2,382,642</u>	<u>2,642,893</u>	<u>4,242,893</u>	<u>2,405,415</u>
<b><u>Interfund Transfers</u></b>	-	600,000	140,000	140,000	-
<b><u>Appropriated Fund Balance</u></b>	-	-	-	1,768,619	2,100,000
<b>TOTAL REVENUES</b>	<b>\$ 2,244,379</b>	<b>\$ 2,982,642</b>	<b>\$ 2,782,893</b>	<b>\$ 6,151,512</b>	<b>\$ 4,505,415</b>
<b><u>EXPENDITURES</u></b>					
<b><u>Operating Expenditures</u></b>					
Professional and Contractual	6,500	55,962	-	52,092	-
Repairs and Maintenance	31,685	145,825	225,000	313,749	100,000
Operating Supplies	208,978	597,512	-	1,088,865	400,000
<b>Total Operating Expenditures</b>	<u>247,163</u>	<u>799,299</u>	<u>225,000</u>	<u>1,454,706</u>	<u>500,000</u>
<b><u>Capital</u></b>					
Improv Other than Buildings	542,728	590,745	2,150,000	4,689,137	4,000,000
<b>Total Capital</b>	<u>542,728</u>	<u>590,745</u>	<u>2,150,000</u>	<u>4,689,137</u>	<u>4,000,000</u>
<b><u>Transfers out</u></b>	1,423,863	-	-	-	-
<b><u>Reserve for Contingencies</u></b>	-	-	407,893	7,669	5,415
<b>TOTAL EXPENDITURES</b>	<b>\$ 2,213,754</b>	<b>\$ 1,390,044</b>	<b>\$ 2,782,893</b>	<b>\$ 6,151,512</b>	<b>\$ 4,505,415</b>

# Local Option Sales Tax Construction Fund (309)

	FY 2016-17 Actual	FY 2017-18 Actual	FY 2018-19 Adopted	FY 2018-19 Amended	FY 2019-20 Adopted
<b><u>REVENUES</u></b>					
<b><u>Operating Revenues</u></b>					
Intergovernmental	-	75,826	-	-	-
Interest/Change in Fair Value	27,955	8,808	-	-	-
<b>Total Operating Revenues</b>	27,955	84,634	-	-	-
<b><u>Appropriated Fund Balance</u></b>	-	-	50,000	63,677	87,000
<b>TOTAL REVENUES</b>	<b>\$ 27,955</b>	<b>\$ 84,634</b>	<b>\$ 50,000</b>	<b>\$ 63,677</b>	<b>\$ 87,000</b>
<b><u>EXPENDITURES</u></b>					
<b><u>Operating Expenditures</u></b>					
Professional and Contractual	-	-	-	2,780	-
Repairs and Maintenance	1,530	15,559	-	-	-
Operating Supplies	-	1,112,279	-	-	-
<b>Total Operating Expenditures</b>	1,530	1,127,838	-	2,780	-
<b><u>Capital</u></b>					
Improv Other than Buildings	23,854	18,411	-	10,897	35,000
<b>Total Capital</b>	23,854	18,411	-	10,897	35,000
<b><u>Reserve for Contingencies</u></b>	-	-	50,000	50,000	52,000
<b>TOTAL EXPENDITURES</b>	<b>\$ 25,384</b>	<b>\$ 1,146,249</b>	<b>\$ 50,000</b>	<b>\$ 63,677</b>	<b>\$ 87,000</b>

# Technology Improvement Fund (320)

	<b>FY 2016-17 Actual</b>	<b>FY 2017-18 Actual</b>	<b>FY 2018-19 Adopted</b>	<b>FY 2018-19 Amended</b>	<b>FY 2019-20 Adopted</b>
<b><u>REVENUES</u></b>					
<b><u>Operating Revenues</u></b>					
Miscellaneous	1,900	1,495	-	-	-
Interest/Change in Fair Value	2,996	5,168	-	-	1,500
<b>Total Operating Revenues</b>	<b>4,896</b>	<b>6,663</b>	<b>-</b>	<b>-</b>	<b>1,500</b>
<b><u>Interfund Transfers</u></b>	<b>405,378</b>	<b>226,700</b>	<b>250,000</b>	<b>250,000</b>	<b>263,500</b>
<b><u>Appropriated Fund Balance</u></b>	<b>-</b>	<b>-</b>	<b>180,000</b>	<b>180,000</b>	<b>-</b>
<b>TOTAL REVENUES</b>	<b>\$ 410,274</b>	<b>\$ 233,363</b>	<b>\$ 430,000</b>	<b>\$ 430,000</b>	<b>\$ 265,000</b>
<b><u>EXPENDITURES</u></b>					
<b><u>Operating Expenditures</u></b>					
Professional and Contractual	30,744	-	-	-	-
Repairs and Maintenance	61,634	12,433	8,000	8,000	2,000
Operating Supplies	194,433	161,355	302,000	302,000	115,482
<b>Total Operating Expenditures</b>	<b>286,811</b>	<b>173,788</b>	<b>310,000</b>	<b>310,000</b>	<b>117,482</b>
<b><u>Capital</u></b>					
Machinery and Equipment	99,570	44,765	120,000	120,000	147,518
<b>Total Capital</b>	<b>99,570</b>	<b>44,765</b>	<b>120,000</b>	<b>120,000</b>	<b>147,518</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 386,381</b>	<b>\$ 218,553</b>	<b>\$ 430,000</b>	<b>\$ 430,000</b>	<b>\$ 265,000</b>

# OSC Extension Landfill Closure Fund (327)

	<u>FY 2016-17 Actual</u>	<u>FY 2017-18 Actual</u>	<u>FY 2018-19 Adopted</u>	<u>FY 2018-19 Amended</u>	<u>FY 2019-20 Adopted</u>
<b><u>REVENUES</u></b>					
<b><u>Operating Revenues</u></b>					
Miscellaneous	15,000	15,000	15,000	15,000	15,000
Interest/Change in Fair Value	651	1,109	500	500	500
<b>Total Operating Revenues</b>	<u>15,651</u>	<u>16,109</u>	<u>15,500</u>	<u>15,500</u>	<u>15,500</u>
<b><u>Appropriated Fund Balance</u></b>	-	-	-	-	4,500
<b>TOTAL REVENUES</b>	<b>\$ 15,651</b>	<b>\$ 16,109</b>	<b>\$ 15,500</b>	<b>\$ 15,500</b>	<b>\$ 20,000</b>
<b><u>EXPENDITURES</u></b>					
<b><u>Operating Expenditures</u></b>					
Professional and Contractual	7,800	21,700	9,900	15,000	20,000
<b>Total Operating Expenditures</b>	<u>7,800</u>	<u>21,700</u>	<u>9,900</u>	<u>15,000</u>	<u>20,000</u>
<b><u>Reserve for Contingencies</u></b>	-	-	5,600	500	-
<b>TOTAL EXPENDITURES</b>	<b>\$ 7,800</b>	<b>\$ 21,700</b>	<b>\$ 15,500</b>	<b>\$ 15,500</b>	<b>\$ 20,000</b>

# General Facilities Improvement Fund (330)

	<b>FY 2016-17 Actual</b>	<b>FY 2017-18 Actual</b>	<b>FY 2018-19 Adopted</b>	<b>FY 2018-19 Amended</b>	<b>FY 2019-20 Adopted</b>
<b><u>REVENUES</u></b>					
<b><u>Interfund Transfers</u></b>	152,100	282,500	105,151	105,151	380,151
<b>TOTAL REVENUES</b>	<b>\$ 152,100</b>	<b>\$ 282,500</b>	<b>\$ 105,151</b>	<b>\$ 105,151</b>	<b>\$ 380,151</b>
<b><u>EXPENDITURES</u></b>					
<b><u>Operating Expenditures</u></b>					
Repairs and Maintenance	26,605	59,470	-	-	-
<b>Total Operating Expenditures</b>	26,605	59,470	-	-	-
<b><u>Capital</u></b>					
Improv Other than Buildings	-	164,476	-	-	-
<b>Total Capital</b>	-	164,476	-	-	-
<b><u>Debt</u></b>	6,673	5,915	5,136	5,136	4,337
<b><u>Transfers out</u></b>	-	-	100,015	100,015	100,814
<b><u>Reserve for Contingencies</u></b>	-	-	-	-	275,000
<b>TOTAL EXPENDITURES</b>	<b>\$ 33,278</b>	<b>\$ 229,861</b>	<b>\$ 105,151</b>	<b>\$ 105,151</b>	<b>\$ 380,151</b>

# Recreation Facilities Improvement Fund (340)

	<u>FY 2016-17 Actual</u>	<u>FY 2017-18 Actual</u>	<u>FY 2018-19 Adopted</u>	<u>FY 2018-19 Amended</u>	<u>FY 2019-20 Adopted</u>
<b><u>REVENUES</u></b>					
<b><u>Operating Revenues</u></b>					
Miscellaneous	-	-	200,000	251,092	200,000
<b>Total Operating Revenues</b>	-	-	200,000	251,092	200,000
<b><u>Interfund Transfers</u></b>					
	1,281,624	-	-	-	-
<b><u>Appropriated Fund Balance</u></b>					
	-	-	-	1,178,752	-
<b>TOTAL REVENUES</b>	<b>\$ 1,281,624</b>	<b>\$ -</b>	<b>\$ 200,000</b>	<b>\$ 1,429,844</b>	<b>\$ 200,000</b>
<b><u>EXPENDITURES</u></b>					
<b><u>Operating Expenditures</u></b>					
Repairs and Maintenance	33,000	-	-	-	-
Operating Supplies	-	-	-	5,729	-
<b>Total Operating Expenditures</b>	<b>33,000</b>	<b>-</b>	<b>-</b>	<b>5,729</b>	<b>-</b>
<b><u>Capital</u></b>					
Land Acquisitions	-	-	-	-	-
Improv Other than Buildings	8,999	93,873	-	1,224,115	-
<b>Total Capital</b>	<b>8,999</b>	<b>93,873</b>	<b>-</b>	<b>1,224,115</b>	<b>-</b>
<b><u>Reserve for Contingencies</u></b>					
	-	-	200,000	200,000	200,000
<b>TOTAL EXPENDITURES</b>	<b>\$ 41,999</b>	<b>\$ 93,873</b>	<b>\$ 200,000</b>	<b>\$ 1,429,844</b>	<b>\$ 200,000</b>

# Fire Station Construction Fund (345)

	<u>FY 2016-17</u> <u>Actual</u>	<u>FY 2017-18</u> <u>Actual</u>	<u>FY 2018-19</u> <u>Adopted</u>	<u>FY 2018-19</u> <u>Amended</u>	<u>FY 2019-20</u> <u>Adopted</u>
<b><u>REVENUES</u></b>					
<u>Interfund Transfers</u>	-	-	-	-	-
<u>Appropriated Fund Balance</u>	-	-	-	-	-
<b>TOTAL REVENUES</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b><u>EXPENDITURES</u></b>					
<u>Transfers out</u>	-	3,529	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>\$ -</b>	<b>\$ 3,529</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

# Police Station Construction Fund (346)

	FY 2016-17 Actual	FY 2017-18 Actual	FY 2018-19 Adopted	FY 2018-19 Amended	FY 2019-20 Adopted
<b><u>REVENUES</u></b>					
<b><u>Interfund Transfers</u></b>	-	-	-	-	-
<b><u>Appropriated Fund Balance</u></b>	-	-	-	-	-
<b>TOTAL REVENUES</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b><u>EXPENDITURES</u></b>					
<b><u>Operating Expenditures</u></b>					
Professional and Contractual	44,017	-	-	-	-
<b>Total Operating Expenditures</b>	<b>44,017</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b><u>Capital</u></b>					
Improv Other than Buildings	36,015	44,255	-	-	-
<b>Total Capital</b>	<b>36,015</b>	<b>44,255</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 80,032</b>	<b>\$ 44,255</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>



# **ENTERPRISE FUNDS**

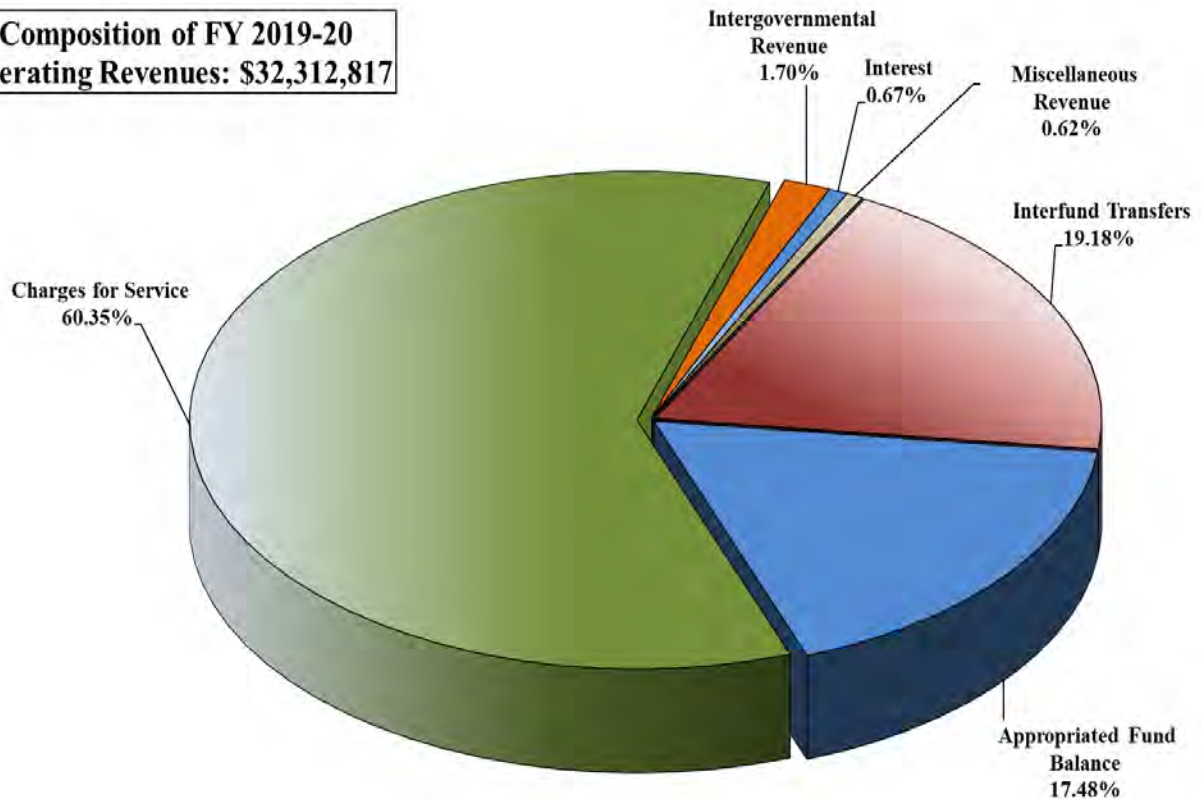
# Consolidated Summary Enterprise Funds

## FY 2019-20 by Budgeted Revenue

	Water / Wastewater Operating Fund	Debt Service Sinking Fund	Water / Wastewater R & R Fund	Vehicle Replacement Fund	Utility Capital Expansion Funds (A)	Stormwater Fund	Twin Rivers Golf Course Fund	Total All Funds
<b>BUDGETED REVENUES</b>								
Charges for Service	\$ 14,986,047	\$ -	\$ -	\$ 456,807	\$ 160,000	\$ 2,571,024	\$ 1,327,630	\$ 19,501,508
Intergovernmental Revenue	550,000	-	-	-	-	-	-	550,000
Interest	126,457	-	24,336	44,000	11,000	10,000	-	215,793
Miscellaneous Revenue	199,803	-	-	-	-	-	-	199,803
<b>TOTAL OPERATING REVENUE</b>	<b>\$ 15,862,307</b>	<b>\$ -</b>	<b>\$ 24,336</b>	<b>\$ 500,807</b>	<b>\$ 171,000</b>	<b>\$ 2,581,024</b>	<b>\$ 1,327,630</b>	<b>\$ 20,467,104</b>
Interfund Transfers	\$ 70,500	\$ 4,196,825	\$ 1,830,314	\$ -	\$ -	\$ -	\$ 100,000	\$ 6,197,639
Appropriated Fund Balance	5,203,981	-	264,850	-	40,308	138,935	-	5,648,074
<b>TOTAL NON-OPERATING REVENUES</b>	<b>\$ 5,274,481</b>	<b>\$ 4,196,825</b>	<b>\$ 2,095,164</b>	<b>\$ -</b>	<b>\$ 40,308</b>	<b>\$ 138,935</b>	<b>\$ 100,000</b>	<b>\$ 11,845,713</b>
<b>TOTAL BUDGETED REVENUES AND FUND BALANCES</b>	<b>\$ 21,136,788</b>	<b>\$ 4,196,825</b>	<b>\$ 2,119,500</b>	<b>\$ 500,807</b>	<b>\$ 211,308</b>	<b>\$ 2,719,959</b>	<b>\$ 1,427,630</b>	<b>\$ 32,312,817</b>

(A) - Utility Capital Expansion Funds include: Water and Sewer Impact Fee Funds.

**Composition of FY 2019-20  
Operating Revenues: \$32,312,817**

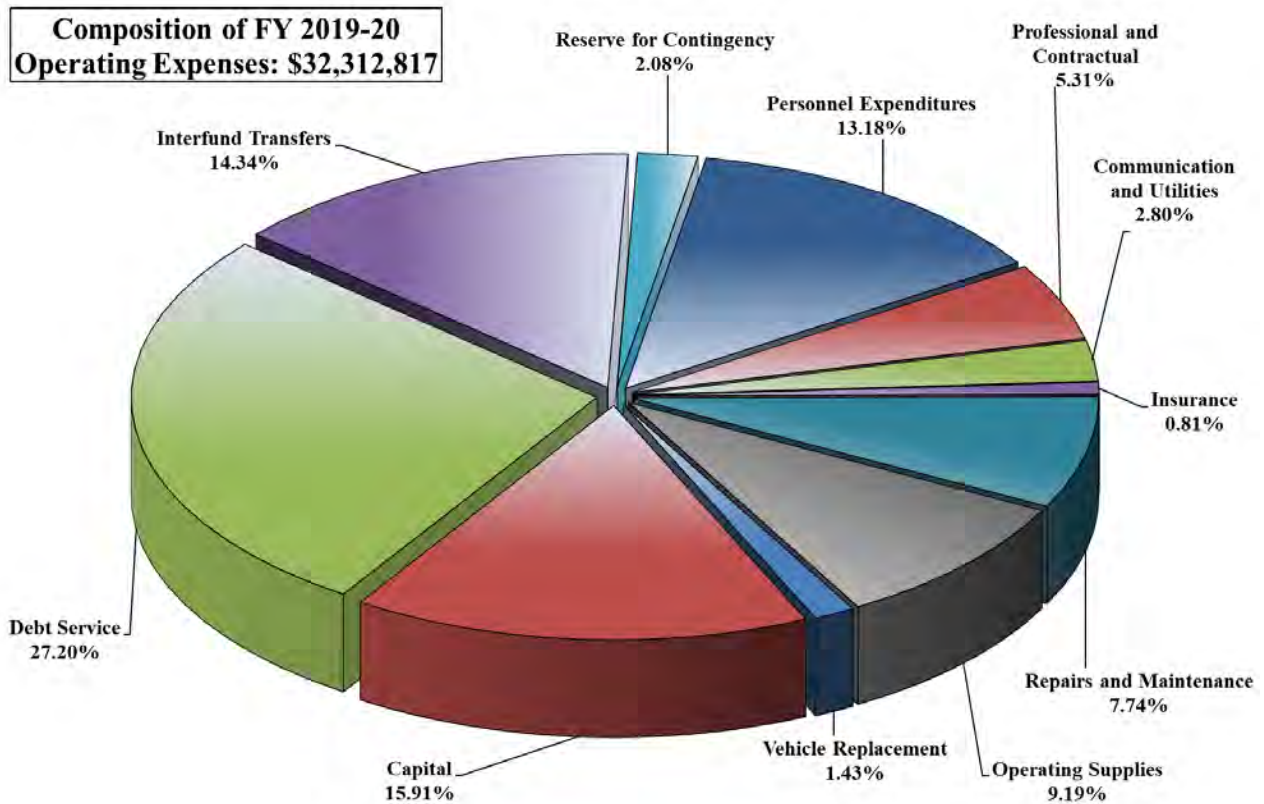


# Consolidated Summary Enterprise Funds

## FY 2019-20 by Budgeted Expenses

	Water / Wastewater Operating Fund	Debt Service Sinking Fund	Water / Wastewater R & R Fund	Vehicle Replacement Fund	Utility Capital Expansion Funds (A)	Stormwater Fund	Twin Rivers Golf Course Fund	Total All Funds
<b>BUDGETED EXPENSES</b>								
Personnel Expenditures	\$ 3,539,538	\$ -	\$ -	\$ -	\$ -	\$ 720,216	\$ -	\$ 4,259,754
Professional and Contractual	1,572,434	-	-	-	-	144,777	-	1,717,211
Communication and Utilities	890,648	-	-	-	-	13,698	-	904,346
Insurance	247,914	-	-	-	-	12,494	-	260,408
Repairs and Maintenance	738,387	-	1,654,500	-	-	108,627	-	2,501,514
Operating Supplies	1,360,416	-	215,000	-	-	79,425	1,315,909	2,970,750
Vehicle Replacement	323,863	-	-	-	-	138,598	-	462,461
<b>TOTAL OPERATING EXPENSES</b>	<b>\$ 8,673,200</b>	<b>\$ -</b>	<b>\$ 1,869,500</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,217,835</b>	<b>\$ 1,315,909</b>	<b>\$ 13,076,444</b>
Capital	\$ 4,029,728	\$ -	\$ 100,000	\$ 410,000	\$ -	\$ 600,000	\$ -	\$ 5,139,728
<b>TOTAL CAPITAL</b>	<b>\$ 4,029,728</b>	<b>\$ -</b>	<b>\$ 100,000</b>	<b>\$ 410,000</b>	<b>\$ -</b>	<b>\$ 600,000</b>	<b>\$ -</b>	<b>\$ 5,139,728</b>
Debt Service	\$ 4,156,517	\$ 4,196,825	\$ -	\$ -	\$ -	\$ 435,536	\$ -	\$ 8,788,878
Interfund Transfers	4,177,343	-	-	-	40,308	416,588	-	4,634,239
Reserve for Contingency	100,000	-	150,000	90,807	171,000	50,000	111,721	673,528
<b>TOTAL NON-OPERATING EXPENSES</b>	<b>\$ 8,433,860</b>	<b>\$ 4,196,825</b>	<b>\$ 150,000</b>	<b>\$ 90,807</b>	<b>\$ 211,308</b>	<b>\$ 902,124</b>	<b>\$ 111,721</b>	<b>\$ 14,096,645</b>
<b>TOTAL APPROPRIATED EXPENSES AND RESERVES</b>	<b>\$ 21,136,788</b>	<b>\$ 4,196,825</b>	<b>\$ 2,119,500</b>	<b>\$ 500,807</b>	<b>\$ 211,308</b>	<b>\$ 2,719,959</b>	<b>\$ 1,427,630</b>	<b>\$ 32,312,817</b>

(A) - Utility Capital Expansion Funds include: Water and Sewer Impact Fee Funds.



# Water/Wastewater Operating Fund (401)

## Revenue Summary by Major Account Category

<b><u>REVENUE CATEGORY</u></b>	<b><u>FY 2016-17 Actual</u></b>	<b><u>FY 2017-18 Actual</u></b>	<b><u>FY 2018-19 Adopted</u></b>	<b><u>FY 2018-19 Amended</u></b>	<b><u>FY 2019-20 Adopted</u></b>
<b><u>Charges for Services</u></b>					
Water and Irrigation Sales	5,556,140	5,419,252	5,794,184	5,794,184	5,578,698
Sewer Service Fees	7,326,004	7,634,916	7,687,601	7,687,601	7,859,527
Reclaimed Water/Alternative Water Sales	1,306,310	1,351,797	1,370,542	1,370,542	1,391,063
Meter Installation Fees (Parts and Labor)	143,375	86,275	100,000	100,000	50,000
Meter Re-connection Charges	102,530	105,355	106,759	106,759	106,759
<b>Sub-Total: Charges for Service</b>	<b>14,434,359</b>	<b>14,597,595</b>	<b>15,059,086</b>	<b>15,059,086</b>	<b>14,986,047</b>
<b><u>Other Revenues</u></b>					
Other Revenues	-	-	-	-	-
Sale of Fixed Assets	-	-	-	-	-
Miscellaneous Revenue	210,818	276,173	188,227	188,227	199,803
<b>Sub-Total: Other Revenues</b>	<b>210,818</b>	<b>276,173</b>	<b>188,227</b>	<b>188,227</b>	<b>199,803</b>
<b><u>Non-Operating Revenues</u></b>					
Interest Earnings	109,106	172,771	128,219	128,219	126,457
Federal ARRA (BABS) **	581,470	583,344	550,000	550,000	550,000
Developer Contributions	2,324,049	345,666	-	-	-
<b>Sub-Total: Non-Operating Revenues</b>	<b>3,014,625</b>	<b>1,101,781</b>	<b>678,219</b>	<b>678,219</b>	<b>676,457</b>
<i>** Build America Bonds (BABS) subsidy relate to the Series 2010B taxable Utility Revenue Bonds</i>					
<b><u>Interfund Transfers</u></b>					
General Facility Improvement Fund (330)	-	-	70,500	70,500	70,500
Reuse Construction Fund (402)	-	-	-	-	-
Renewal and Replacement Fund (406)	124,822	297,701	-	-	-
Equipment Replacement Fund (407)	299,785	-	-	-	-
Water Impact Fee Fund (408)	24,488	29,605	-	-	-
Sewer Impact Fee Fund (409)	438,878	342,645	-	-	-
2007 Utility Construction Fund (415)	28,711	7,787	-	-	-
2010A Utility Revenue Bond (416)	56,231	99,275	-	-	-
2010B Utility Revenue Bond (417)	692,782	387,552	-	-	-
Twin Rivers Golf Course Fund (480)	-	600,000	-	-	-
<b>Sub-Total: Interfund Transfers</b>	<b>1,665,697</b>	<b>1,764,565</b>	<b>70,500</b>	<b>70,500</b>	<b>70,500</b>
<b><u>Appropriated Retained Earnings</u></b>	<b>-</b>	<b>-</b>	<b>220,424</b>	<b>990,464</b>	<b>5,203,981</b>
<b>Total Revenues</b>	<b>\$ 19,325,499</b>	<b>\$ 17,740,114</b>	<b>\$ 16,216,456</b>	<b>\$ 16,986,496</b>	<b>\$ 21,136,788</b>

# Water/Wastewater Operating Fund (401)

## Expense Summary by Department/Division

<b>EXPENSE CATEGORY</b>	<b>FY 2016-17 Actual</b>	<b>FY 2017-18 Actual</b>	<b>FY 2018-19 Adopted</b>	<b>FY 2018-19 Amended</b>	<b>FY 2019-20 Adopted</b>
<b><u>Water and Sewer Administration</u></b>					
Personal Services	540,265	951,452	1,202,799	1,200,103	1,207,240
Operating Expenses	358,334	258,836	201,685	270,729	263,054
Capital Outlay	-	-	-	378,590	250,000
<b>Sub-Total: Water Production and Distribution</b>	<b>898,599</b>	<b>1,210,288</b>	<b>1,404,484</b>	<b>1,849,422</b>	<b>1,720,294</b>
<b><u>Utility Billing and Customer Service</u></b>					
Personal Services	394,539	398,076	303,389	303,290	312,227
Operating Expenses	312,971	271,498	305,817	303,920	304,246
<b>Sub-Total: Utility Billing and Customer Service</b>	<b>707,510</b>	<b>669,574</b>	<b>609,206</b>	<b>607,210</b>	<b>616,473</b>
<b><u>Water Production</u></b>					
Personal Services	359,572	394,576	480,711	478,322	478,446
Operating Expenses	1,179,877	1,286,996	1,477,655	1,591,488	1,375,670
Capital Outlay	-	-	207,500	75,500	1,222,872
<b>Sub-Total: Water Production</b>	<b>1,539,449</b>	<b>1,681,572</b>	<b>2,165,866</b>	<b>2,145,310</b>	<b>3,076,988</b>
<b><u>Water Distribution and Maintenance</u></b>					
Personal Services	484,429	515,326	580,574	578,057	555,618
Operating Expenses	253,016	269,351	290,257	287,421	287,822
Capital Outlay	-	-	-	-	2,000,000
<b>Sub-Total: Water Distribution and Maintenance</b>	<b>737,445</b>	<b>784,677</b>	<b>870,831</b>	<b>865,478</b>	<b>2,843,440</b>
<b><u>Reclaimed Water</u></b>					
Personal Services	63,608	75,149	74,622	74,211	76,555
Operating Expenses	249,020	328,281	389,218	388,105	399,923
<b>Sub-Total: Reclaimed Water</b>	<b>312,628</b>	<b>403,430</b>	<b>463,840</b>	<b>462,316</b>	<b>476,478</b>
<b><u>Cross Connection Control</u></b>					
Personal Services	78,289	81,089	82,921	82,457	84,160
Operating Expenses	32,264	36,382	42,420	40,939	39,856
<b>Sub-Total: Cross Connection Control</b>	<b>110,553</b>	<b>117,471</b>	<b>125,341</b>	<b>123,396</b>	<b>124,016</b>
<b><u>Wastewater Collection and Reuse Distribution</u></b>					
Personal Services	296,051	323,240	364,000	362,022	361,228
Operating Expenses	894,363	1,032,752	1,034,501	1,032,766	1,097,542
<b>Sub-Total: Wastewater Collection and Reuse</b>	<b>1,190,414</b>	<b>1,355,992</b>	<b>1,398,501</b>	<b>1,394,788</b>	<b>1,458,770</b>
<b><u>Alafaya Wastewater/Reclaimed</u></b>					
Personal Services	388,058	360,222	427,046	424,806	464,064
Operating Expenses	1,045,276	1,258,190	1,393,112	1,488,237	1,365,549
Capital Outlay	-	-	95,000	423,520	556,856
<b>Sub-Total: Alafaya Wastewater/Reclaimed</b>	<b>1,433,334</b>	<b>1,618,412</b>	<b>1,915,158</b>	<b>2,336,563</b>	<b>2,386,469</b>
<b><u>Depreciation Expense</u></b>	<b>3,756,357</b>	<b>3,817,498</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b><u>Interfund Transfers</u></b>					
General Fund (001)	2,013,806	2,150,000	2,150,000	2,150,000	2,150,000
Stormwater Fund (410)	500,000	-	-	-	-
Revenue Bond Sinking Fund (201)	29,587	29,603	29,528	29,528	30,734
Technology Improvement Fund (320)	173,014	102,015	112,500	112,500	112,500
Utility Debt Service (403)	3,918,883	4,148,812	4,145,894	4,179,437	4,156,517
Renewal and Replacement Fund (406)	727,875	619,636	649,526	649,526	1,800,000
Twin Rivers Golf Course (480)	600,000	-	-	-	-
Insurance Deductible Fund	-	-	-	77,574	84,109
Health Insurance Fund (510)	52,000	-	-	-	-
<b>Sub-Total: Interfund Transfers</b>	<b>8,015,165</b>	<b>7,050,066</b>	<b>7,087,448</b>	<b>7,198,565</b>	<b>8,333,860</b>
<b><u>Reserve for Contingency</u></b>	<b>-</b>	<b>-</b>	<b>175,781</b>	<b>3,448</b>	<b>100,000</b>
<b>Total Expenses</b>	<b>\$ 18,701,454</b>	<b>\$ 18,708,980</b>	<b>\$ 16,216,456</b>	<b>\$ 16,986,496</b>	<b>\$ 21,136,788</b>

# Water/Wastewater Operating Fund (401)

## Actual and Budget Comparison by Revenue Grouping

<b>REVENUE GROUPINGS</b>	<b>FY 2016-17 Actual</b>	<b>FY 2017-18 Actual</b>	<b>FY 2018-19 Adopted</b>	<b>FY 2018-19 Amended</b>	<b>FY 2019-20 Adopted</b>
<b><u>CHARGES FOR SERVICES</u></b>					
Physical Environment	14,434,359	14,597,595	15,059,086	15,059,086	14,986,047
<b>Total Charges for Services</b>	14,434,359	14,597,595	15,059,086	15,059,086	14,986,047
<b><u>INTERGOVERNMENTAL REVENUE</u></b>					
Federal Grants	581,470	583,344	550,000	550,000	550,000
<b>Total Intergovernmental</b>	581,470	583,344	550,000	550,000	550,000
<b><u>MISCELLANEOUS REVENUES</u></b>					
Interest Earnings	109,106	172,771	128,219	128,219	126,457
Capital Contributions	2,324,049	345,666	-	-	-
Other Miscellaneous Revenues	210,818	276,173	188,227	188,227	199,803
<b>Total Misc Revenues</b>	2,643,973	794,610	316,446	316,446	326,260
<b><u>OTHER SOURCES</u></b>					
Interfund Transfers	1,665,697	1,764,565	70,500	70,500	70,500
Appropriated Fund Balance	-	-	220,424	990,464	5,203,981
<b>Total Other Sources</b>	1,665,697	1,764,565	290,924	1,060,964	5,274,481
<b>Total Revenues by Grouping</b>	<b>\$ 19,325,499</b>	<b>\$ 17,740,114</b>	<b>\$ 16,216,456</b>	<b>\$ 16,986,496</b>	<b>\$ 21,136,788</b>

# Water/Wastewater Operating Fund (401)

## Actual and Budget Comparison by Expense Grouping

EXPENSE GROUPINGS	FY 2016-17 Actual	FY 2017-18 Actual	FY 2018-19 Adopted	FY 2018-19 Amended	FY 2019-20 Adopted
<b><u>SALARIES</u></b>					
Executive Salaries	107,389	107,640	112,078	112,078	127,115
Regular Salaries & Wages	1,684,360	1,971,044	2,308,834	2,308,834	2,319,308
Other Salaries & Wages	6,620	1,167	4,500	-	5,000
Overtime	102,943	149,333	89,800	94,300	95,400
Special Pay	891	5,852	5,397	5,397	12,428
FICA/Medicare Taxes	135,111	161,404	179,286	179,286	184,469
<b>Total Salaries</b>	<b>2,037,314</b>	<b>2,396,440</b>	<b>2,699,895</b>	<b>2,699,895</b>	<b>2,743,720</b>
<b><u>BENEFITS</u></b>					
Retirement Contributions	81,356	98,625	111,493	111,493	116,595
Health Insurance	441,104	549,398	639,739	639,739	645,907
Workers' Compensation	45,037	54,667	64,935	52,141	33,316
<b>Total Benefits</b>	<b>567,497</b>	<b>702,690</b>	<b>816,167</b>	<b>803,373</b>	<b>795,818</b>
<b><u>OPERATING EXPENSES</u></b>					
Professional Services	272,662	114,264	102,627	208,680	163,917
Other Contractual Services	1,134,002	1,214,290	1,329,708	1,299,708	1,408,517
Travel & Per-Diem	4,294	4,115	12,860	12,620	15,683
Communications & Freight	35,252	41,358	50,816	63,477	62,466
Freight & Postage Service	2,367	2,487	3,350	3,350	3,230
Utility Services	745,253	804,489	829,726	829,726	828,182
Rentals & Leases	426,243	495,710	516,919	602,553	515,458
Insurance	335,306	346,370	392,742	327,962	247,914
Repair and Maintenance	412,017	715,268	729,847	881,604	738,387
Printing and Binding	3,718	4,045	8,697	8,297	6,899
Promotional Activities	10,377	10,053	12,000	12,000	11,000
Other Current Charges	298,965	294,863	231,440	239,640	240,276
Office Supplies	6,431	13,142	12,058	12,080	19,056
Operating Supplies	625,023	664,029	871,005	877,347	843,192
Road Materials & Supplies	327	595	2,000	31	2,000
Books, Publications, Subs	12,884	17,208	28,870	24,530	27,485
<b>Total Operating Expenses</b>	<b>4,325,121</b>	<b>4,742,286</b>	<b>5,134,665</b>	<b>5,403,605</b>	<b>5,133,662</b>
<b><u>DEPRECIATION</u></b>					
Depreciation	3,756,357	3,817,498	-	-	-
<b>Total Depreciation</b>	<b>3,756,357</b>	<b>3,817,498</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b><u>CAPITAL</u></b>					
Buildings	-	-	60,000	42,118	-
Improvements Other than Bldgs	10,763	198,673	88,000	492,875	3,977,872
Capital Assets	-	83,418	154,500	342,617	51,856
Contra Assets	(10,763)	(282,091)	-	-	-
<b>Total Capital</b>	<b>-</b>	<b>-</b>	<b>302,500</b>	<b>877,610</b>	<b>4,029,728</b>
<b><u>TRANSFERS AND RESERVES</u></b>					
Interfund Transfers	8,015,165	7,050,066	7,087,448	7,198,565	8,333,860
Reserve for Contingencies	-	-	175,781	3,448	100,000
<b>Total Transfers and Reserve for Contingencies</b>	<b>8,015,165</b>	<b>7,050,066</b>	<b>7,263,229</b>	<b>7,202,013</b>	<b>8,433,860</b>
<b>Total Expenses by Grouping</b>	<b>\$18,701,454</b>	<b>\$18,708,980</b>	<b>\$ 16,216,456</b>	<b>\$16,986,496</b>	<b>\$21,136,788</b>

# Water/Wastewater Utility Administration - 3300

## **Description**

Utilities Administration, which includes the City's Engineering division, directs and manages the services and technical activities of Water Production and Distribution; Wastewater Collection; Reuse Distribution; and Cross Connection Control/Backflow Prevention. In conjunction with the City's Engineering Division, the Utilities Administration Division also coordinates "renewal and replacement" capital improvement projects that are essential to the on-going maintenance and repair of the utility system infrastructure.

Utilities Administration also includes Engineering and Inspection Services. It is responsible for coordinating and managing all City capital improvement projects from conceptual design through final construction, including:

- 1) Serving as liaison with consulting engineers for engineering and design services;
- 2) Bidding, construction, and project management of road, drainage, water and sewer, beautification, and other capital improvement projects identified in the City's 10-Year Capital Improvements Program (CIP);
- 3) Survey, mapping, and in-house design of projects that are not contracted to engineering consultants;
- 4) Monitoring, inspecting, and providing general oversight of projects under construction;
- 5) Obtaining professional technical services through the competitive bid process in accordance with the provisions of 287.55, Florida Statutes;
- 6) Management of contractual obligations for all awarded contracts.

In FY 2017-18, all personnel and operating expenses were moved from department/division 1910 in the General Fund, and transferred to department/division 3300.

## **Goals**

- Ensure that the infrastructure meets the capacity needs of the City by developing infrastructure that enables quality/smart growth; and eliminating existing infrastructure deficits.
- Review infrastructure master plan and prepare a schedule for updating the plan.
- Plan to relocate the percolation ponds currently located north of City Hall to new location.
- Widen SR 426 – SR 426/CR 419 Phase 2 road widening project.

## **Accomplishments**

- See accomplishments for all City departments beginning on page 107.

## **Personnel Summary**

<b>FY 15-16</b>	<b>FY 16-17</b>	<b>FY 17-18</b>	<b>FY 18-19</b>	<b>FY 19-20</b>
4.65	7.00	11.00	14.00	13.00

## **Performance Outcomes**

<b>Measurement</b>	<b>FY 16-17 Actual</b>	<b>FY 17-18 Actual</b>	<b>FY 18-19 Budget</b>	<b>FY 19-20 Budget</b>
<b><i>Workload Output</i></b>				
Miles of road resurfaces (lane miles)	0.5	1.7	8.0	8.0
# of development plans reviewed	110	152	200	200
Plot plans/final surveys reviewed and inspected	474	501	538	1,200
<b><i>Effectiveness/Service Quality</i></b>				
% of miles resurfaced	7.17%	2.78%	6.41%	3.42%
<b><i>Efficiency</i></b>				
Cost per mile of resurfaced road (lane miles)	51,044	50,769	83,333	48,747

# Water/Wastewater Utility Administration - 3300

EXPENSE GROUPING	FY 2016-17 Actuals	FY 2017-18 Actuals	FY 2018-19 Adopted	FY 2018-19 Amended	FY 2019-20 Adopted
<b><u>SALARIES</u></b>					
Executive Salaries	107,389	107,640	112,078	112,078	127,115
Regular Salaries & Wages	310,557	583,752	774,951	774,951	759,743
Other Salaries & Wages	3,657	1,167	-	-	5,000
Overtime	810	6,523	1,000	1,000	5,000
Special Pay	297	762	74	74	-
FICA/Medicare Taxes	26,945	49,242	61,947	61,947	63,087
<b>Total Salaries</b>	<b>449,655</b>	<b>749,086</b>	<b>950,050</b>	<b>950,050</b>	<b>959,945</b>
<b><u>BENEFITS</u></b>					
Retirement Contributions	16,672	32,252	40,985	40,985	41,577
Health Insurance	71,049	159,963	198,082	198,082	198,698
Workers' Compensation	2,889	10,151	13,682	10,986	7,020
<b>Total Benefits</b>	<b>90,610</b>	<b>202,366</b>	<b>252,749</b>	<b>250,053</b>	<b>247,295</b>
<b><u>OPERATING EXPENSES</u></b>					
Professional Services	212,794	35,431	25,300	87,885	85,300
Other Contractual Services	500	12,565	23,500	23,500	30,630
Travel & Per-Diem	440	663	2,240	2,240	2,000
Communications & Freight	2,089	6,970	10,413	10,574	7,432
Freight & Postage Service	407	456	500	500	500
Utility Services	4,550	10,916	17,248	17,248	19,744
Rentals & Leases	33,999	47,853	56,383	59,513	53,806
Insurance	7,018	10,970	10,273	8,481	11,934
Repair and Maintenance	17,477	25,074	21,309	21,309	21,919
Printing and Binding	537	-	1,000	1,000	1,000
Other Current Charges	61,742	80,439	1,700	1,700	1,700
Office Supplies	816	6,487	4,334	4,334	4,369
Operating Supplies	11,647	11,351	13,000	21,090	10,000
Books, Publications, Subs	4,318	9,661	14,485	11,355	12,720
<b>Total Operating Expenses</b>	<b>358,334</b>	<b>258,836</b>	<b>201,685</b>	<b>270,729</b>	<b>263,054</b>
<b><u>CAPITAL</u></b>					
Improvements Other than Bldgs	10,763	198,673	-	378,590	250,000
Contra Asset Account	(10,763)	(198,673)	-	-	-
<b>Total Capital</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>378,590</b>	<b>250,000</b>
<b>Total Expenses by Grouping</b>	<b>\$ 898,599</b>	<b>\$ 1,210,288</b>	<b>\$ 1,404,484</b>	<b>\$ 1,849,422</b>	<b>\$ 1,720,294</b>

## 5 Year Budget Projection

EXPENSE GROUPING	2020-21 Projection	2021-22 Projection	2022-23 Projection	2023-24 Projection	2024-25 Projection
Salaries	979,144	998,727	1,018,701	1,039,075	1,059,857
Benefits	258,623	270,509	282,983	296,074	309,814
Operating Expenses	273,013	283,393	294,212	305,493	317,258
<b>Total Projection</b>	<b>\$ 1,510,780</b>	<b>\$ 1,552,629</b>	<b>\$ 1,595,896</b>	<b>\$ 1,640,642</b>	<b>\$ 1,686,928</b>

# Utility Billing & Customer Service - 3301

## Description

Utility Billing and Customer Service manage and oversee the City's utility billing system which include billing, cash receipts, customer services, collection agency referrals and lien processing. Approximately 160,000 bills are produced annually for utility services which consist of water, reclaimed water, irrigation, sewer, stormwater and solid waste. Customer Service also assists customers with service applications, payments, billing questions, and other related services.



## Goals

- Provide timely billing of utility accounts and a broad spectrum of payment options.
- Continue high levels of customer service, productivity, and efficiency.

## Accomplishments

- See accomplishments for all City departments beginning on page 107.

## Personnel Summary

FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20
6.57	6.00	6.00	5.00	5.00

## Performance Outcomes

Measurement	FY 16-17 Actual	FY 17-18 Actual	FY 18-19 Budget	FY 19-20 Budget
<b><i>Workload Output</i></b>				
Total # of utility bills processed	161,369	164,880	162,000	163,000
Total # of bank draft payments	17,683	17,890	17,800	18,000
Total # of credit card payments	62,077	56,228	76,000	74,000
Total # of walk up customers served	20,104	18,359	20,000	16,000
# delinquent accts (cut off for nonpayment)	2,137	2,090	2,000	2,100
<b><i>Effectiveness/Service Quality</i></b>				
% payments from bank drafting	11.00%	10.90%	12.00%	11.00%
% payments from credit card transactions	38.50%	34.10%	40.00%	45.40%
% payments from walk up customers	12.50%	11.10%	13.00%	9.80%
Delinquent accounts as % of total (cutoffs)				
<b><i>Efficiency</i></b>				
Operating cost per utility bill processed	4.19	3.89	3.76	3.77

# Utility Billing & Customer Service - 3301

EXPENSE GROUPING	FY 2016-17 Actuals	FY 2017-18 Actuals	FY 2018-19 Adopted	FY 2018-19 Amended	FY 2019-20 Adopted
<b><u>SALARIES</u></b>					
Regular Salaries & Wages	285,662	282,332	208,202	208,202	215,096
Overtime	559	703	1,800	1,800	1,000
Special Pay	74	216	-	-	743
FICA/Medicare Taxes	18,915	18,794	13,985	13,985	14,217
<b>Total Salaries</b>	<b>305,210</b>	<b>302,045</b>	<b>223,987</b>	<b>223,987</b>	<b>231,056</b>
<b><u>BENEFITS</u></b>					
Retirement Contributions	13,559	13,907	10,499	10,499	10,805
Health Insurance	75,189	81,493	68,399	68,399	70,107
Workers' Compensation	581	631	504	405	259
<b>Total Benefits</b>	<b>89,329</b>	<b>96,031</b>	<b>79,402</b>	<b>79,303</b>	<b>81,171</b>
<b><u>OPERATING EXPENSES</u></b>					
Other Contractual Services	92,581	75,982	85,491	85,491	82,780
Travel & Per-Diem	1,682	-	850	850	3,000
Communications & Freight	497	276	311	311	413
Freight & Postage Service	1,778	1,543	2,100	2,100	1,980
Utility Services	1,228	1,552	1,563	1,563	1,684
Rentals & Leases	1,085	1,018	1,210	1,210	1,210
Insurance	10,581	11,001	10,876	8,979	6,561
Repair and Maintenance	22,737	20,340	27,320	27,320	22,000
Printing and Binding	188	825	675	675	1,027
Other Current Charges	175,177	155,936	169,100	169,100	167,900
Office Supplies	1,664	1,717	1,861	1,861	5,981
Operating Supplies	2,589	1,308	2,810	2,810	8,060
Books, Publications, Subs	1,184	-	1,650	1,650	1,650
<b>Total Operating Expenses</b>	<b>312,971</b>	<b>271,498</b>	<b>305,817</b>	<b>303,920</b>	<b>304,246</b>
<b>Total Expenses by Grouping</b>	<b>\$ 707,510</b>	<b>\$ 669,574</b>	<b>\$ 609,206</b>	<b>\$ 607,210</b>	<b>\$ 616,473</b>

## 5 Year Budget Projection

EXPENSE GROUPING	2020-21 Projection	2021-22 Projection	2022-23 Projection	2023-24 Projection	2024-25 Projection
Salaries	235,677	240,391	245,198	250,102	255,104
Benefits	84,913	88,837	92,950	97,264	101,786
Operating Expenses	313,759	323,587	333,741	344,234	355,077
<b>Total Projection</b>	<b>\$ 634,350</b>	<b>\$ 652,814</b>	<b>\$ 671,890</b>	<b>\$ 691,600</b>	<b>\$ 711,968</b>

# Water Utility Production - 3302

## Description

The Water Production program is responsible for the operation and maintenance of all equipment associated with the City's drinking water treatment facilities for maintaining the highest water quality standards per the City's Strategic Plan Focus Area for Natural and Built Systems. The West Mitchell Hammock Water Treatment Facility (WMHWTF) has a 10 million gallon per day (MGD) capacity. The WMHWTF has a drinking water storage capacity of 2.5 MG and the AM Jones Re-pump Facility has a drinking water storage capacity of 1.0 MG. The water production program has emergency backup power production generators for each plant and well fields to ensure uninterrupted water production.

The Water Production program operates and maintains ten (10) raw water production wells, eleven (11) ground water monitoring wells, and completes all required quality testing, sampling, and reporting as permitted by the St. Johns River Water Management Regulation Protection (FDEP) division.

## Goals

- Sustain programs and efforts to conserve natural resources.
- Maintain public health protections.
- Continue quality testing, sampling, and reporting at superior levels.

## Accomplishments

- See accomplishments for all City departments beginning on page 107.

## Personnel Summary

FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20
4.50	5.50	5.00	6.00	6.00

## Performance Outcomes

Measurement	FY 16-17 Actual	FY 17-18 Actual	FY 18-19 Budget	FY 19-20 Budget
<b><i>Workload Output</i></b>				
# gallons water produced (in million)	1,773	1,619	1,619	1,460
Water consumption – Citywide (million gall.)	1,353	1,281	1,281	1,196
Average daily demand (million gallons/day)	4.85	4.54	4.54	4.01
Avg total max daily flow (million gallons/day)	6.57	6.03	6.03	5.09
# water quality complaints				
<b><i>Effectiveness/Service Quality</i></b>				
% satisfaction rating good or better for service	85.0%	85.0%	85.0%	85.0%
<b><i>Efficiency</i></b>				
Cost per million gallons treated	866.62	1,025.86	1,209.61	1,525.14
Per capita consumption/day (gallons)	198.05	184.66	191.36	83.60
% of water produced not sold	23.7%	20.9%	20.9%	18.1%

# Water Utility Production - 3302

EXPENSE GROUPING	FY 2016-17 Actuals	FY 2017-18 Actuals	FY 2018-19 Adopted	FY 2018-19 Amended	FY 2019-20 Adopted
<b><u>SALARIES</u></b>					
Regular Salaries & Wages	230,330	250,037	313,054	313,054	316,481
Overtime	32,014	38,293	35,000	35,000	35,000
Special Pay	-	-	-	-	743
FICA/Medicare Taxes	19,615	22,406	24,990	24,990	26,557
<b>Total Salaries</b>	<b>281,959</b>	<b>310,736</b>	<b>373,044</b>	<b>373,044</b>	<b>378,781</b>
<b><u>BENEFITS</u></b>					
Retirement Contributions	13,233	15,101	16,803	16,803	17,574
Health Insurance	55,009	58,826	78,740	78,740	75,870
Workers' Compensation	9,371	9,913	12,124	9,735	6,221
<b>Total Benefits</b>	<b>77,613</b>	<b>83,840</b>	<b>107,667</b>	<b>105,278</b>	<b>99,665</b>
<b><u>OPERATING EXPENSES</u></b>					
Professional Services	25,447	38,283	39,136	54,136	39,136
Other Contractual Services	114,663	122,416	112,054	112,054	114,694
Travel & Per-Diem	548	685	2,090	2,090	3,003
Communications & Freight	10,356	10,886	10,082	10,082	10,540
Freight & Postage Service	11	89	200	200	200
Utility Services	360,489	363,048	401,226	401,226	358,081
Rentals & Leases	17,972	24,165	27,576	27,576	29,021
Insurance	174,089	177,675	198,050	164,883	121,570
Repair and Maintenance	125,395	169,570	164,631	298,612	188,584
Printing and Binding	2,568	2,050	3,372	3,372	3,372
Other Current Charges	842	1,135	1,520	1,520	1,520
Office Supplies	2,085	2,610	2,853	2,853	5,719
Operating Supplies	344,026	372,205	512,405	510,679	497,395
Books, Publications, Subs	1,386	2,179	2,460	2,205	2,835
<b>Total Operating Expenses</b>	<b>1,179,877</b>	<b>1,286,996</b>	<b>1,477,655</b>	<b>1,591,488</b>	<b>1,375,670</b>
<b><u>CAPITAL</u></b>					
Improvements Other than Bldgs	-	-	88,000	-	1,222,872
Capital Assets	-	33,423	119,500	75,500	-
Contra Asset Account	-	(33,423)	-	-	-
<b>Total Capital</b>	<b>-</b>	<b>-</b>	<b>207,500</b>	<b>75,500</b>	<b>1,222,872</b>
<b>Total Expenses by Grouping</b>	<b>\$ 1,539,449</b>	<b>\$ 1,681,572</b>	<b>\$ 2,165,866</b>	<b>\$ 2,145,310</b>	<b>\$ 3,076,988</b>

## **5 Year Budget Projection**

EXPENSE GROUPING	2020-21 Projection	2021-22 Projection	2022-23 Projection	2023-24 Projection	2024-25 Projection
Salaries	386,357	394,084	401,965	410,005	418,205
Benefits	104,308	109,187	114,315	119,707	125,375
Operating Expenses	1,430,761	1,488,377	1,548,654	1,611,733	1,677,766
<b>Total Projection</b>	<b>\$ 1,921,425</b>	<b>\$ 1,991,648</b>	<b>\$ 2,064,935</b>	<b>\$ 2,141,445</b>	<b>\$ 2,221,346</b>

# Water Utility Distribution & Maint. – 3303

## **Description**

Water Distribution is responsible for distributing an average of over 4.0 million gallons per day of water to more than 13,600 accounts and maintaining approximately 183 miles of water mains and 1,249 hydrants.

In addition, this program is responsible for the installation of all new water meters, testing, calibration and/or replacement of existing water meters. This program uses all radio read meters and responds to customer requests for assistance and completes any repairs necessary to maintain the system with the goal of distributing water with the highest quality standards, and promoting water conservation per the City's Strategic Plan Focus Area for Natural and Built Systems.

## **Goals**

- Sustain programs and efforts to conserve natural resources.
- Maintain public health protections.
- Distribute water with the highest quality standards.
- Promote water conservation initiatives.
- Continue a high level of customer service, productivity, and efficiency.

## **Accomplishments**

- See accomplishments for all City departments beginning on page 107.

## **Personnel Summary**

FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20
8.00	8.00	8.00	9.00	9.00

## **Performance Outcomes**

Measurement	FY 16-17 Actual	FY 17-18 Actual	FY 18-19 Budget	FY 19-20 Budget
<b><i>Workload Output</i></b>				
# total work orders completed	8,269	12,813	10,051	13,064
# all other misc. work orders	2,950	6,739	5,360	4,736
# located responded to	4,917	5,204	4,500	3,208
# new meters installed (all radio read)	382	565	360	126
# hydrants maintained	20	305	25	258
<b><i>Effectiveness/Service Quality</i></b>				
% new building installs (all radio read)	2.3%	3.2%	2.0%	0.7%
% hydrants maintained	0.27%	2.27%	0.2%	20.1%

# Water Utility Distribution & Maint. - 3303

EXPENSE GROUPING	FY 2016-17 Actuals	FY 2017-18 Actuals	FY 2018-19 Adopted	FY 2018-19 Amended	FY 2019-20 Adopted
<b><u>SALARIES</u></b>					
Regular Salaries & Wages	309,093	299,704	386,303	386,303	360,225
Overtime	31,179	67,282	20,000	20,000	20,000
Special Pay	223	320	-	-	5,768
FICA/Medicare Taxes	25,228	27,554	28,942	28,942	28,586
<b>Total Salaries</b>	<b>365,723</b>	<b>394,860</b>	<b>435,245</b>	<b>435,245</b>	<b>414,579</b>
<b><u>BENEFITS</u></b>					
Retirement Contributions	15,242	16,511	17,694	17,694	17,244
Health Insurance	92,231	92,474	114,861	114,861	117,241
Workers' Compensation	11,233	11,481	12,774	10,257	6,554
<b>Total Benefits</b>	<b>118,706</b>	<b>120,466</b>	<b>145,329</b>	<b>142,812</b>	<b>141,039</b>
<b><u>OPERATING EXPENSES</u></b>					
Professional Services	20,886	22,710	23,191	23,191	24,481
Travel & Per-Diem	703	930	2,000	2,000	2,000
Communications & Freight	10,995	11,530	11,176	11,176	11,900
Freight & Postage Service	46	158	300	300	300
Utility Services	2,544	4,050	4,369	4,369	5,236
Rentals & Leases	77,525	82,086	95,207	95,207	100,897
Insurance	14,369	14,602	16,263	13,427	9,811
Repair and Maintenance	61,428	76,560	71,088	74,652	65,235
Printing and Binding	210	760	600	200	600
Other Current Charges	767	968	450	450	550
Office Supplies	494	1,081	755	755	697
Operating Supplies	60,289	51,241	60,058	60,058	61,315
Road Materials & Supplies	327	595	2,000	31	2,000
Books, Publications, Subs	2,433	2,080	2,800	1,605	2,800
<b>Total Operating Expenses</b>	<b>253,016</b>	<b>269,351</b>	<b>290,257</b>	<b>287,421</b>	<b>287,822</b>
<b><u>CAPITAL</u></b>					
Improvements Other than Bldgs	-	-	-	-	2,000,000
<b>Total Capital</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,000,000</b>
<b>Total Expenses by Grouping</b>	<b>\$ 737,445</b>	<b>\$ 784,677</b>	<b>\$ 870,831</b>	<b>\$ 865,478</b>	<b>\$ 2,843,440</b>

## 5 Year Budget Projection

EXPENSE GROUPING	2020-21 Projection	2021-22 Projection	2022-23 Projection	2023-24 Projection	2024-25 Projection
Salaries	422,871	431,328	439,955	448,754	457,729
Benefits	147,770	154,843	162,277	170,089	178,301
Operating Expenses	299,070	310,801	323,037	335,803	349,125
<b>Total Projection</b>	<b>\$ 869,711</b>	<b>\$ 896,972</b>	<b>\$ 925,268</b>	<b>\$ 954,646</b>	<b>\$ 985,155</b>

# Reclaimed Water & Conservation - 3306

## **Description**

The Reclaimed Water Conservation program is in direct response to a City Council initiative to create sustainable water resources through a series of incentives to residents. The promotion of conservation practices is a goal included in the City's Strategic Plan Focus Area for Natural and Built Systems.



This division also supports and adheres to the St. Johns River Water Management District 40C rule pertaining to the City's CUP for potable water distribution and water conservation. The program has several ordinances and award-winning programs, such as the H<sub>2</sub>O Oviedo incentive program, that saves our natural resource potable water for future generations.

The City produces up to 1.0 MGD of reclaimed water through its own Reclamation facility. The City also has a supplemental supply of reclaimed water from the City of Orlando's Iron Bridge Wastewater Treatment facility through an agreement between Seminole County and the City of Oviedo. This agreement provides up to 3 million additional gallons of reclaimed water per day. The City currently has over 4,800 metered, reclaimed water customers.

## **Goals**

- Sustain programs and efforts to conserve natural resources.
- Maintain public health protections.
- Promote water conservation initiatives.
- Support community participation.

## **Accomplishments**

- See accomplishments for all City departments beginning on page 107.

## **Personnel Summary**

FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20
1.00	1.00	1.00	1.00	1.00

## **Performance Outcomes**

Measurement	FY 16-17 Actual	FY 17-18 Actual	FY 18-19 Budget	FY 19-20 Budget
<b><i>Workload Output</i></b>				
# customers served	4,294	4,520	5,179	4,807
Linear ft. of reclaimed lines maintained	239,750	241,400	245,000	245,000
# new reclaimed meters installed	128	67	50	76
# landscape & irrigation plans reviews	90	38	150	150
# home water use inspections	63	46	255	275
<b><i>Effectiveness/Service Quality</i></b>				
Average hrs. to resolve customer issues	2	2	2	2
# complaints high water consumption	258	182	155	272
# water restriction violations	17	14	18	35

# Reclaimed Water & Conservation - 3306

EXPENSE GROUPING	FY 2016-17 Actuals	FY 2017-18 Actuals	FY 2018-19 Adopted	FY 2018-19 Amended	FY 2019-20 Adopted
<b><u>SALARIES</u></b>					
Regular Salaries & Wages	41,442	50,853	48,980	48,980	51,277
Overtime	132	343	750	750	750
Special Pay	223	-	-	-	-
FICA/Medicare Taxes	2,813	3,305	3,417	3,417	3,532
<b>Total Salaries</b>	<b>44,610</b>	<b>54,501</b>	<b>53,147</b>	<b>53,147</b>	<b>55,559</b>
<b><u>BENEFITS</u></b>					
Retirement Contributions	2,013	2,395	2,487	2,487	2,601
Health Insurance	15,483	16,306	16,900	16,900	17,324
Workers' Compensation	1,502	1,947	2,088	1,677	1,071
<b>Total Benefits</b>	<b>18,998</b>	<b>20,648</b>	<b>21,475</b>	<b>21,064</b>	<b>20,996</b>
<b><u>OPERATING EXPENSES</u></b>					
Professional Services	1,050	-	-	-	-
Other Contractual Services	221,861	304,203	352,500	352,500	369,250
Travel & Per-Diem	-	731	200	200	200
Communications & Freight	1,064	1,123	1,348	1,348	1,305
Freight & Postage Service	-	-	50	50	50
Rentals & Leases	2,076	2,076	2,581	2,581	2,101
Insurance	5,959	5,730	6,379	5,266	3,848
Repair and Maintenance	4,403	2,096	8,155	8,155	8,169
Printing and Binding	-	-	2,500	2,500	500
Promotional Activities	10,377	10,053	12,000	12,000	11,000
Other Current Charges	24	4	30	30	30
Office Supplies	115	157	150	150	150
Operating Supplies	1,921	1,793	2,655	2,655	2,650
Books, Publications, Subs	170	315	670	670	670
<b>Total Operating Expenses</b>	<b>249,020</b>	<b>328,281</b>	<b>389,218</b>	<b>388,105</b>	<b>399,923</b>
<b>Total Expenses by Grouping</b>	<b>\$ 312,628</b>	<b>\$ 403,430</b>	<b>\$ 463,840</b>	<b>\$ 462,316</b>	<b>\$ 476,478</b>

## 5 Year Budget Projection

EXPENSE GROUPING	2020-21 Projection	2021-22 Projection	2022-23 Projection	2023-24 Projection	2024-25 Projection
Salaries	56,670	57,804	58,960	60,139	61,342
Benefits	22,000	23,055	24,164	25,330	26,556
Operating Expenses	412,155	424,772	437,786	451,210	465,059
<b>Total Projection</b>	<b>\$ 490,825</b>	<b>\$ 505,630</b>	<b>\$ 520,909</b>	<b>\$ 536,679</b>	<b>\$ 552,957</b>

# Cross Connection Control - 3308

## Description

The Cross-Connection/Back Flow Prevention program was established in June 1996 and is responsible for the following activities: inspections of over 6,000 water service connections annually; testing of over 2,000 residential back flow preventers; changing-out over 2,000 dual checks annually; monitoring the testing of over 2,000 commercial backflow preventers annually; and performing inspections of new water services for cross-connection compliance. Working in conjunction with the Water Distribution and Water Production divisions, Cross-Connection Control ensures the safety of drinking water that is supplied through the water distribution system. Cross-Connection Control activities are required by federal and state regulations and are mandatory for all public drinking water systems.

## Goals

- Sustain programs and efforts to conserve natural resources.
- Maintain public health protections.
- Continue a high level of water service inspections and backflow testing.
- Support community participation.

## Accomplishments

- See accomplishments for all City departments beginning on page 107.

## Personnel Summary

FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20
1.00	1.00	1.00	1.00	1.00

## Performance Outcomes

Measurement	FY 16-17 Actual	FY 17-18 Actual	FY 18-19 Budget	FY 19-20 Budget
<b><i>Workload Output</i></b>				
Residential dual checks repaired/changed out – reclaim irrigation	593	627	680	691
Residential dual checks repaired/changed out – well water irrigation	172	261	218	235
<b><i>Effectiveness/Service Quality</i></b>				
% active water connections that have been surveyed or inspected	68.9%	69.5%	70.8%	70.6%
% residential backflow assemblies tested	100.0%	103.5%	100.0%	100.0%
% residential dual check repair/changed out	19.3%	19.6%	19.3%	19.4%

# Cross Connection Control - 3308

EXPENSE GROUPING	FY 2016-17 Actuals	FY 2017-18 Actuals	FY 2018-19 Adopted	FY 2018-19 Amended	FY 2019-20 Adopted
<b><u>SALARIES</u></b>					
Regular Salaries & Wages	53,185	55,206	56,460	56,460	58,318
Overtime	194	632	300	300	300
FICA/Medicare Taxes	3,710	3,922	4,031	4,031	4,045
<b>Total Salaries</b>	<b>57,089</b>	<b>59,760</b>	<b>60,791</b>	<b>60,791</b>	<b>62,663</b>
<b><u>BENEFITS</u></b>					
Retirement Contributions	2,614	2,753	2,838	2,838	2,931
Health Insurance	16,636	16,347	16,936	16,936	17,357
Workers' Compensation	1,950	2,229	2,356	1,892	1,209
<b>Total Benefits</b>	<b>21,200</b>	<b>21,329</b>	<b>22,130</b>	<b>21,666</b>	<b>21,497</b>
<b><u>OPERATING EXPENSES</u></b>					
Travel & Per-Diem	-	-	680	680	680
Communications & Freight	795	759	922	922	858
Freight & Postage Service	41	57	50	50	50
Rentals & Leases	5,376	5,376	5,376	5,376	5,376
Insurance	7,500	7,625	8,489	7,008	5,122
Repair and Maintenance	1,916	2,070	2,728	2,728	2,806
Printing and Binding	215	410	550	550	400
Other Current Charges	41	33	30	30	30
Office Supplies	112	187	300	300	350
Operating Supplies	15,678	19,135	22,375	22,375	23,264
Books, Publications, Subs	590	730	920	920	920
<b>Total Operating Expenses</b>	<b>32,264</b>	<b>36,382</b>	<b>42,420</b>	<b>40,939</b>	<b>39,856</b>
<b>Total Expenses by Grouping</b>	<b>\$ 110,553</b>	<b>\$ 117,471</b>	<b>\$ 125,341</b>	<b>\$ 123,396</b>	<b>\$ 124,016</b>

## **5 Year Budget Projection**

EXPENSE GROUPING	2020-21 Projection	2021-22 Projection	2022-23 Projection	2023-24 Projection	2024-25 Projection
Salaries	63,916	65,195	66,498	67,828	69,185
Benefits	22,520	23,596	24,726	25,915	27,165
Operating Expenses	41,415	43,047	44,756	46,546	48,421
<b>Total Projection</b>	<b>\$ 127,852</b>	<b>\$ 131,838</b>	<b>\$ 135,981</b>	<b>\$ 140,289</b>	<b>\$ 144,771</b>

# Wastewater Collection & Reuse Dist. - 3501

## **Description**

Wastewater Collection is responsible for collecting an average of 1,500,000 gallons per day of wastewater from approximately 10,375 accounts. The City's wastewater collection system utilizes 127 miles of sanitary sewer (both gravity and force main) and seventy (70) lift stations, meeting the goal of protecting the public health, as included in the City's Strategic Plan Focus Area for Natural and Built Systems.

The City presently relies on its own wastewater facility and a sewer agreement with Seminole County (at wholesale prices) that allows the City to pump wastewater into Seminole County's transmission main, which is interconnected to the City of Orlando's Iron Bridge Wastewater Treatment Facility.

## **Goals**

- Sustain programs and efforts to conserve natural resources.
- Maintain public health protections.
- Continue to provide a high level of maintenance for the City's wastewater infrastructure.
- Enhance sewer system distribution.

## **Accomplishments**

- See accomplishments for all City departments beginning on page 107.

## **Personnel Summary**

<b>FY 15-16</b>	<b>FY 16-17</b>	<b>FY 17-18</b>	<b>FY 18-19</b>	<b>FY 19-20</b>
6.00	5.00	6.00	6.00	6.00

## **Performance Outcomes**

<b>Measurement</b>	<b>FY 16-17 Actual</b>	<b>FY 17-18 Actual</b>	<b>FY 18-19 Budget</b>	<b>FY 19-20 Budget</b>
<b><i>Workload Output</i></b>				
Wastewater transmission (per million gallons)	545	574	574	600
# customers served	154	114	114	182
# lift stations in service	71	70	70	70
Linear feet of gravity sewer main	490,620	490,621	490,621	490,621
Linear feet of gravity main cleaned	245,310	29,862	60,000	14,000
Linear feet of force main	200,256	200,256	200,256	200,256
<b><i>Effectiveness/Service Quality</i></b>				
Average hours to resolve complaint	3	3	3	3
# customer complaints	95	41	6	12
# residential sewer backups	75	20	15	20
# DEP violations	4	0	0	1

# Wastewater Collection & Reuse Dist. - 3501

EXPENSE GROUPING	FY 2016-17 Actuals	FY 2017-18 Actuals	FY 2018-19 Adopted	FY 2018-19 Amended	FY 2019-20 Adopted
<b><u>SALARIES</u></b>					
Regular Salaries & Wages	193,336	209,879	238,148	238,148	238,921
Overtime	17,099	14,602	13,350	13,350	13,350
Special Pay	-	4,412	5,100	5,100	5,174
FICA/Medicare Taxes	15,985	16,668	19,137	19,137	19,026
<b>Total Salaries</b>	<b>226,420</b>	<b>245,561</b>	<b>275,735</b>	<b>275,735</b>	<b>276,471</b>
<b><u>BENEFITS</u></b>					
Retirement Contributions	9,544	9,794	11,546	11,546	11,534
Health Insurance	52,304	59,424	66,680	66,680	68,073
Workers' Compensation	7,783	8,461	10,039	8,061	5,150
<b>Total Benefits</b>	<b>69,631</b>	<b>77,679</b>	<b>88,265</b>	<b>86,287</b>	<b>84,757</b>
<b><u>OPERATING EXPENSES</u></b>					
Professional Services	-	3,415	-	-	-
Other Contractual Services	599,000	625,782	600,000	600,000	655,000
Travel & Per-Diem	151	1,106	2,550	2,550	2,550
Communications & Freight	3,436	3,873	10,418	10,418	13,027
Utility Services	65,600	89,175	69,962	69,962	72,615
Rentals & Leases	99,892	106,069	121,287	121,287	118,467
Insurance	13,828	14,686	15,959	14,224	11,109
Repair and Maintenance	77,641	148,793	160,805	160,805	172,737
Other Current Charges	955	521	900	900	700
Office Supplies	280	88	450	472	450
Operating Supplies	32,858	37,846	49,720	49,698	48,437
Books, Publications, Subs	722	1,398	2,450	2,450	2,450
<b>Total Operating Expenses</b>	<b>894,363</b>	<b>1,032,752</b>	<b>1,034,501</b>	<b>1,032,766</b>	<b>1,097,542</b>
<b>Total Expenses by Grouping</b>	<b>\$ 1,190,414</b>	<b>\$ 1,355,992</b>	<b>\$ 1,398,501</b>	<b>\$ 1,394,788</b>	<b>\$ 1,458,770</b>

## **5 Year Budget Projection**

EXPENSE GROUPING	2020-21 Projection	2021-22 Projection	2022-23 Projection	2023-24 Projection	2024-25 Projection
Salaries	282,000	287,640	293,393	299,261	305,246
Benefits	88,803	93,057	97,530	102,234	107,182
Operating Expenses	1,134,845	1,173,503	1,213,570	1,255,100	1,298,154
<b>Total Projection</b>	<b>\$ 1,505,649</b>	<b>\$ 1,554,201</b>	<b>\$ 1,604,493</b>	<b>\$ 1,656,596</b>	<b>\$ 1,710,583</b>

# Alafaya WW & Reclaimed Water Dist. - 3503

## **Description**

The Wastewater Reclamation Facility is a 2.4 MGD (million gallons per day) permitted facility. It is a domestic wastewater treatment facility consisting of two extended aeration treatment (parallel) plants designed for a maximum of 1.2 MGD each. The plant facility includes a new sludge dewatering screw press; a master lift station; one mechanical bar screen; one surge tank with aeration from two surge blowers and surge pumps; two clarifiers; two 1.5 MGD filtration units; two aerobic digesters; and two reuse tanks totaling 2.5 MGD of storage. The wastewater facility also operates two bio-solids sludge removal containers. The facility currently treats an average of 1.5 MGD of influent and produces about 1 MGD of reclaimed water.

On August 24, 2010, the City purchased the assets of Alafaya Utilities. This facility is regulated by permit from the Florida Department of Environmental Protection (FDEP).

## **Goals**

- Sustain programs and efforts to conserve natural resources.
- Maintain public health protections.
- Continue to provide a high level of wastewater treatment.
- Advance the City's wastewater reclamation facility to improve treatment and maximize sustainable reclaimed irrigation supply.

## **Accomplishments**

- See accomplishments for all City departments beginning on page 107.

## **Personnel Summary**

<b>FY 15-16</b>	<b>FY 16-17</b>	<b>FY 17-18</b>	<b>FY 18-19</b>	<b>FY 19-20</b>
5.50	6.50	5.00	6.00	6.00

## **Performance Outcomes**

<b>Measurement</b>	<b>FY 16-17 Actual</b>	<b>FY 17-18 Actual</b>	<b>FY 18-19 Budget</b>	<b>FY 19-20 Budget</b>
<b><i>Workload Output</i></b>				
Reuse water produced (millions of gallons)	440	320	320	160
Reuse sold (millions of gallons)	489	480	480	222
Sludge removal (wet tons)	3,032	1,115	1,115	800
Total influent per year (millions of gallons)	547	574	574	600
<b><i>Effectiveness/Service Quality</i></b>				
Reuse directed to ponds (millions of gallons)	38	248	248	328

# Alafaya WW & Reclaimed Water Dist. - 3503

EXPENSE GROUPING	FY 2016-17 Actuals	FY 2017-18 Actuals	FY 2018-19 Adopted	FY 2018-19 Amended	FY 2019-20 Adopted
<b><u>SALARIES</u></b>					
Regular Salaries & Wages	260,755	239,281	282,736	282,736	319,247
Other Salaries & Wages	2,963	-	4,500	-	-
Overtime	20,956	20,955	17,600	22,100	20,000
Special Pay	74	142	223	223	-
FICA/Medicare Taxes	21,900	19,513	22,837	22,837	25,419
<b>Total Salaries</b>	<b>306,648</b>	<b>279,891</b>	<b>327,896</b>	<b>327,896</b>	<b>364,666</b>
<b><u>BENEFITS</u></b>					
Retirement Contributions	8,479	5,912	8,641	8,641	12,329
Health Insurance	63,203	64,565	79,141	79,141	81,237
Workers' Compensation	9,728	9,854	11,368	9,128	5,832
<b>Total Benefits</b>	<b>81,410</b>	<b>80,331</b>	<b>99,150</b>	<b>96,910</b>	<b>99,398</b>
<b><u>OPERATING EXPENSES</u></b>					
Professional Services	12,485	14,425	15,000	43,468	15,000
Other Contractual Services	105,397	73,342	156,163	126,163	156,163
Travel & Per-Diem	770	-	2,250	2,010	2,250
Communications & Freight	6,020	5,941	6,146	18,646	16,991
Freight & Postage Service	84	184	150	150	150
Utility Services	310,842	335,748	335,358	335,358	370,822
Rentals & Leases	188,318	227,067	207,299	289,803	204,580
Insurance	101,962	104,081	126,453	105,694	77,959
Repair and Maintenance	101,020	270,765	273,811	288,023	256,937
Other Current Charges	59,417	55,827	57,710	65,910	67,846
Office Supplies	865	815	1,355	1,355	1,340
Operating Supplies	156,015	169,150	207,982	207,982	192,071
Books, Publications, Subs	2,081	845	3,435	3,675	3,440
<b>Total Operating Expenses</b>	<b>1,045,276</b>	<b>1,258,190</b>	<b>1,393,112</b>	<b>1,488,237</b>	<b>1,365,549</b>
<b><u>CAPITAL</u></b>					
Buildings	-	-	60,000	42,118	-
Improvements Other than Bldgs	-	-	-	114,285	505,000
Capital Assets	-	49,995	35,000	267,117	51,856
Contra Asset Account	-	(49,995)	-	-	-
<b>Total Capital</b>	<b>-</b>	<b>-</b>	<b>95,000</b>	<b>423,520</b>	<b>556,856</b>
<b>Total Expenses by Grouping</b>	<b>\$ 1,433,334</b>	<b>\$ 1,618,412</b>	<b>\$ 1,915,158</b>	<b>\$ 2,336,563</b>	<b>\$ 2,386,469</b>

## 5 Year Budget Projection

EXPENSE GROUPING	2020-21 Projection	2021-22 Projection	2022-23 Projection	2023-24 Projection	2024-25 Projection
Salaries	371,959	379,399	386,986	394,726	402,621
Benefits	104,173	109,193	114,472	120,024	125,863
Operating Expenses	1,421,921	1,480,872	1,542,533	1,607,041	1,674,543
<b>Total Projection</b>	<b>\$ 1,898,054</b>	<b>\$ 1,969,464</b>	<b>\$ 2,043,991</b>	<b>\$ 2,121,791</b>	<b>\$ 2,203,027</b>

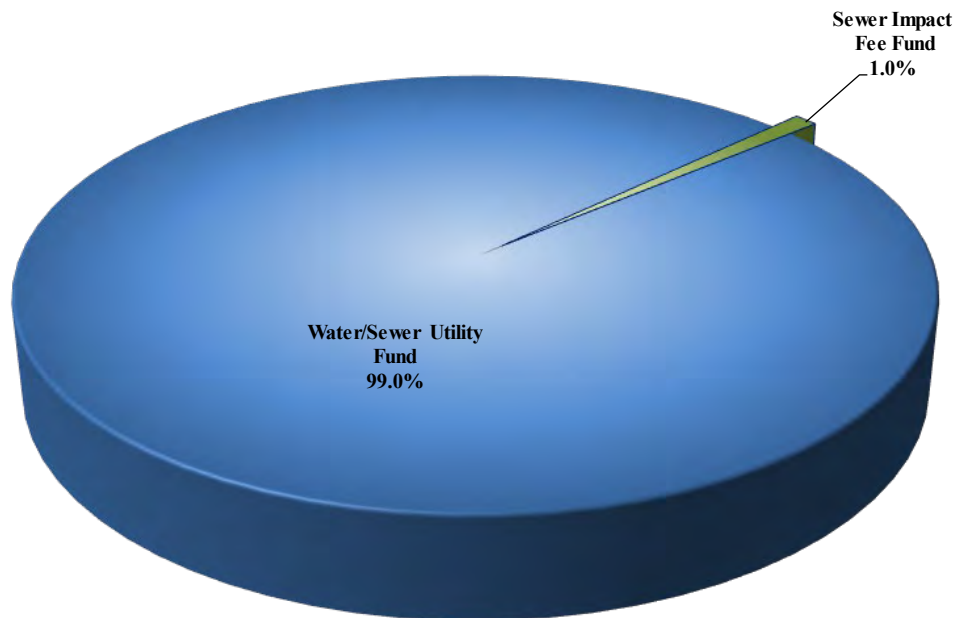
# Utility Revenue Bond/SRF Sinking Fund (403)

## Schedule of Debt Service Requirements, Business Type Activities

			Total Debt Service Requirements		
	FY 2019/20 Debt Service Requirements	Percent of Total Debt Service Requirement	Principal Outstanding 10/1/2019	Total Interest to Maturity at 10/1/2019	Requirements to Maturity
<b>Business Type Activities:</b>					
<u>Revenue Notes Supported by Enterprise Funds</u>					
Utility Revenue Note Series 2007	270,521	6.45%	2,054,000	376,620	2,430,620
Utility Refunding Revenue Note Series 2014	450,744	10.74%	7,119,000	2,068,252	9,187,252
Utility Refunding Revenue Note Series 2014A	374,688	8.93%	2,387,000	214,514	2,601,514
Utility Revenue Note Series 2017					
<u>Revenue Bonds Supported by Enterprise Funds</u>					
Utility Revenue Bonds Series 2010A	626,850	14.94%	1,220,000	36,150	1,256,150
Utility Revenue Bonds Series 2010B	1,784,472	42.52%	30,820,000	27,103,411	57,923,411
<u>Notes Payable</u>					
State Revolving Fund Loan Series 2006	237,546	5.66%	1,505,377	157,443	1,662,819
State Revolving Fund Loan Series 2012	157,369	3.75%	1,869,738	490,800	2,360,539
<u>Leases</u>					
Siemens Lease	291,385	6.94%	285,402	5,983	291,385
<u>Debt Service Costs</u>					
Arbitrage	3,250	0.08%	-	-	-
Other Debt Service Costs	-	0.00%	-	-	-
<b>Total Business Type Activities</b>	<b>\$ 4,196,825</b>	<b>100.00%</b>	<b>\$ 47,260,517</b>	<b>\$ 30,453,173</b>	<b>\$ 77,713,690</b>

<b>Budget Guidelines:</b>	Income Available for Debt Service	Guideline	Income Available for Debt Service
	1.73	>1.25	\$ 7,259,607
Debt Service coverage should be a minimum of 125% in the Water/Wastewater Fund			

**FY 2019-20 Revenue Sources for Debt Service Payments  
for Business Type Activities**



# Utility Revenue Bond/SRF Sinking Fund (403)

	FY 2016-17 Actual	FY 2017-18 Actual	FY 2018-19 Adopted	FY 2018-19 Amended	FY 2019-20 Adopted
<b><u>REVENUES</u></b>					
<b><u>Transfers in</u></b>	4,189,769	4,189,196	4,186,260	4,219,803	4,196,825
<b>TOTAL REVENUES</b>	<b>\$4,189,769</b>	<b>\$4,189,196</b>	<b>\$4,186,260</b>	<b>\$4,219,803</b>	<b>\$4,196,825</b>
<b><u>EXPENSES</u></b>					
<b><u>Debt Services</u></b>					
Principal	-	-	1,865,081	1,865,081	1,919,733
Interest	2,403,117	2,352,713	2,321,179	2,329,722	2,273,842
Other	2,814	3,914	-	25,000	3,250
<b>Total Debt Service</b>	<b>2,405,931</b>	<b>2,356,627</b>	<b>4,186,260</b>	<b>4,219,803</b>	<b>4,196,825</b>
<b><u>Reserve for Contingencies</u></b>	<b>(9,634)</b>	<b>(9,634)</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL EXPENSES</b>	<b>\$2,396,297</b>	<b>\$2,346,993</b>	<b>\$4,186,260</b>	<b>\$4,219,803</b>	<b>\$4,196,825</b>

# Utility Revenue Bond/SRF Sinking Fund (403)

## Debt Overview – Bonds/Notes

### Utility Revenue Bond, Series 2007

A \$3,752,000 Bond was issued in 2007. The Series 2007 Bond financed the cost of the design, permitting, acquisition and construction of the sewer line extension of SR 426 and the water main installation along Mitchell Hammock Road. This Bond matures in 9 years (2027/28).

Revenue Pledged: Net revenues of the City's Utility System.

FY	PRINCIPAL	INTEREST	TOTAL
2019-20	195,000	75,521	270,521
2020-21	203,000	67,840	270,840
2021-22	211,000	59,849	270,849
2022-23	219,000	51,550	270,550
2023-24	227,000	42,943	269,943
Thereafter	999,000	78,918	1,077,918
<b>TOTAL</b>	<b>\$ 2,054,000</b>	<b>\$ 376,620</b>	<b>\$ 2,430,620</b>

### Utility Revenue Bonds, Series 2010A

A \$5,080,000 Bond was issued in September 2010. The 2010A Bond is being issued to finance the acquisition of a wastewater collection, treatment and effluent disposal utility system, including reclaimed water utility facilities, from Alafaya Utilities, Inc; and to finance the acquisition, construction and equipping of capital improvements to the Alafaya System and the City's existing utility system. This Bond matures in 2 years (2020/21).

Revenue Pledged: Net revenues of the Utility System, System Development Charges, and Water System Development Charges.

FY	PRINCIPAL	INTEREST	TOTAL
2019-20	600,000	26,850	626,850
2020-21	620,000	9,300	629,300
2021-22	-	-	-
2022-23	-	-	-
2023-24	-	-	-
Thereafter	-	-	-
<b>TOTAL</b>	<b>\$ 1,220,000</b>	<b>\$ 36,150</b>	<b>\$ 1,256,150</b>

### Taxable Utility Revenue Bonds, Series 2010B

A \$30,820,000 Taxable Utility Bond was issued in September 2010. The 2010B Bond is being issued to finance the acquisition of a wastewater collection, treatment and effluent disposal utility system, including reclaimed water utility facilities, from Alafaya Utilities, Inc; and to finance the acquisition, construction and equipping of capital improvements to the Alafaya System and the City's existing utility system. This Bond matures in 22 years (2040/41).

Revenue Pledged: Net revenues of the Utility System, System Development Charges, and Water System Development Charges.

FY	PRINCIPAL	INTEREST	TOTAL
2019-20	-	1,784,472	1,784,472
2020-21	-	1,784,472	1,784,472
2021-22	640,000	1,768,389	2,408,389
2022-23	660,000	1,735,720	2,395,720
2023-24	685,000	1,701,920	2,386,920
Thereafter	28,835,000	18,328,439	47,163,439
<b>TOTAL</b>	<b>\$ 30,820,000</b>	<b>\$ 27,103,411</b>	<b>\$ 57,923,411</b>

### Utility Refunding Revenue Note, Series 2014

A \$8,054,000 Note was issued in April 2014. The Series 2014 Note refunded the outstanding principal amount of the Revenue Bonds, Series 2003. The Series 2003 Bonds were issued for the purpose of financing the cost of acquisition, construction and equipping of a new water treatment plant for the City's Utility System. This Note matures in 14 years (2032/33).

Revenue Pledged: Net revenues of the City's Utility System.

FY	PRINCIPAL	INTEREST	TOTAL
2019-20	223,000	227,744	450,744
2020-21	232,000	220,350	452,350
2021-22	241,000	212,664	453,664
2022-23	245,000	204,766	449,766
2023-24	251,000	196,706	447,706
Thereafter	5,927,000	1,006,021	6,933,021
<b>TOTAL</b>	<b>\$ 7,119,000</b>	<b>\$ 2,068,252</b>	<b>\$ 9,187,252</b>

### Utility Refunding Revenue Note, Series 2014A

A \$3,628,000 Note was issued in August 2014. The Series 2014A Note refunded the outstanding principal amount of the City's Utility Revenue Refunding Bonds, Series 2004, which refunded the City's Utility Revenue Bonds, Series 1996. The Series 1996 Bonds were issued to provide funds to finance the design, permitting, acquisition and construction of Phase I and Phase II of the Water System Master Plan. This Note matures in 7 years (2025/26).

Revenue Pledged: Net revenues of the City's Utility System.

FY	PRINCIPAL	INTEREST	TOTAL
2019-20	319,000	55,688	374,688
2020-21	325,000	47,638	372,638
2021-22	330,000	39,450	369,450
2022-23	340,000	31,075	371,075
2023-24	349,000	22,463	371,463
Thereafter	724,000	18,200	742,200
<b>TOTAL</b>	<b>\$ 2,387,000</b>	<b>\$ 214,514</b>	<b>\$ 2,601,514</b>

# Utility Revenue Bond/SRF Sinking Fund (403)

## Debt Overview – Bonds/Notes, continued

### BUSINESS TYPE ACTIVITIES OBLIGATION DEBT (BONDS/NOTES), CONTINUED

#### State Revolving Fund (SRF) 2006

A \$3,656,548 Loan was issued in 2006. The SRF 2006 funds various surface water restoration and wastewater projects. The Loan matures in 7 years

Revenue Pledged: Gross revenues derived yearly from the operation of the Water & Sewer Systems.

FY	PRINCIPAL	INTEREST	TOTAL
2019-20	198,083	39,463	237,546
2020-21	203,487	34,058	237,546
2021-22	209,039	28,506	237,546
2022-23	214,742	22,803	237,546
2023-24	220,601	16,944	237,546
Thereafter	459,424	15,668	475,091
TOTAL	\$ 1,505,377	\$ 157,443	\$ 1,662,819

#### State Revolving Fund (SRF) 2012

A \$2,278,892 Loan was issued in 2012. The SRF 2012 funds various surface water restoration and wastewater projects. This Loan matures in 15 years (2033/34).

Revenue Pledged: Gross revenues derived yearly from the operation of the Water & Sewer Systems.

FY	PRINCIPAL	INTEREST	TOTAL
2019-20	99,248	58,121	157,369
2020-21	102,399	54,970	157,369
2021-22	105,650	51,719	157,369
2022-23	109,004	48,365	157,369
2023-24	112,465	44,905	157,369
Thereafter	1,340,973	232,720	1,573,693
TOTAL	\$ 1,869,738	\$ 490,800	\$ 2,360,539

### **Total Business Type Obligation Debt (Bonds/Notes)**

FY	PRINCIPAL	INTEREST	TOTAL
2019-20	1,634,331	2,267,859	3,902,190
2020-21	1,685,886	2,218,628	3,904,514
2021-22	1,736,689	2,160,578	3,897,267
2022-23	1,787,747	2,094,280	3,882,026
2023-24	1,845,066	2,025,880	3,870,946
Thereafter	38,285,396	19,679,966	57,965,362
TOTAL	\$ 46,975,115	\$ 30,447,190	\$ 77,422,305

# Utility Revenue Bond/SRF Sinking Fund (403)

## Debt Overview - Leases

### BUSINESS TYPE ACTIVITIES OBLIGATION DEBT (LEASES)

#### Siemens Lease

A \$3,600,000 Lease was issued in October 2010. The Lease was obtained to finance the cost of various facility energy improvements, to include labor, materials and audit costs; and the installation of radio read meters throughout the City's Utility System. This Note matures in 1 year (2019/20).

FY	PRINCIPAL	INTEREST	TOTAL
2019-20	285,402	5,983	291,385
2020-21	-	-	-
2021-22	-	-	-
2022-23	-	-	-
2023-24	-	-	-
Thereafter	-	-	-
TOTAL	\$ 285,402	\$ 5,983	\$ 291,385

#### Total Business Type Obligation Debt (Leases)

FY	PRINCIPAL	INTEREST	TOTAL
2019-20	285,402	5,983	291,385
2020-21	-	-	-
2021-22	-	-	-
2022-23	-	-	-
2022-23	-	-	-
Thereafter	-	-	-
TOTAL	\$ 285,402	\$ 5,983	\$ 291,385

#### Total Business Type Obligation Debt

FY	PRINCIPAL	INTEREST	TOTAL
2019-20	1,919,733	2,273,842	4,193,575
2020-21	1,685,886	2,218,628	3,904,514
2021-22	1,736,689	2,160,578	3,897,267
2022-23	1,787,747	2,094,280	3,882,026
2022-23	1,845,066	2,025,880	3,870,946
Thereafter	38,285,396	19,679,966	57,965,362
TOTAL	\$ 47,260,517	\$ 30,453,173	\$ 77,713,690

# Water/Wastewater R & R Fund (406)

	<b>FY 2016-17 Actual</b>	<b>FY 2017-18 Actual</b>	<b>FY 2018-19 Adopted</b>	<b>FY 2018-19 Amended</b>	<b>FY 2019-20 Adopted</b>
<b><u>REVENUES</u></b>					
Interest	22,516	33,072	20,136	20,136	24,336
<b>Total Revenues</b>	<b>22,516</b>	<b>33,072</b>	<b>20,136</b>	<b>20,136</b>	<b>24,336</b>
<b><u>Transfers in</u></b>	<b>727,875</b>	<b>619,636</b>	<b>679,041</b>	<b>679,041</b>	<b>1,830,314</b>
<b><u>Appropriated Fund Balance</u></b>	<b>-</b>	<b>-</b>	<b>850,823</b>	<b>1,555,082</b>	<b>264,850</b>
<b>TOTAL REVENUES</b>	<b>\$ 750,391</b>	<b>\$ 652,708</b>	<b>\$1,550,000</b>	<b>\$2,254,259</b>	<b>\$2,119,500</b>
<b><u>EXPENSES</u></b>					
<b><u>Operating Expenses</u></b>					
Repairs and Maintenance	247,451	311,739	810,000	1,043,859	1,654,500
Operating Supplies	174,504	118,496	215,000	215,000	215,000
<b>Total Operating Expenses</b>	<b>421,955</b>	<b>430,235</b>	<b>1,025,000</b>	<b>1,258,859</b>	<b>1,869,500</b>
<b><u>Capital:</u></b>	<b>-</b>	<b>-</b>	<b>475,000</b>	<b>994,686</b>	<b>100,000</b>
<b><u>Transfer out</u></b>	<b>124,822</b>	<b>297,701</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b><u>Reserve for Contingencies</u></b>	<b>-</b>	<b>-</b>	<b>50,000</b>	<b>714</b>	<b>150,000</b>
<b>TOTAL EXPENSES</b>	<b>\$ 546,777</b>	<b>\$ 727,936</b>	<b>\$1,550,000</b>	<b>\$2,254,259</b>	<b>\$2,119,500</b>

# Vehicle and Equipment Replacement Fund (407)

	<u>FY 2016-17 Actual</u>	<u>FY 2017-18 Actual</u>	<u>FY 2018-19 Adopted</u>	<u>FY 2018-19 Amended</u>	<u>FY 2019-20 Adopted</u>
<b><u>REVENUES</u></b>					
Charges for Services	299,918	478,418	539,676	539,676	456,807
Interest	(42)	4,296	500	500	44,000
<b>Total Revenues</b>	<u>299,876</u>	<u>482,714</u>	<u>540,176</u>	<u>540,176</u>	<u>500,807</u>
<b><u>Transfers in</u></b>	105,000	-	-	-	-
<b>TOTAL REVENUES</b>	<b>\$ 404,876</b>	<b>\$ 482,714</b>	<b>\$ 540,176</b>	<b>\$ 540,176</b>	<b>\$ 500,807</b>
<b><u>EXPENSES</u></b>					
<b><u>Operating Expenses</u></b>					
Operating Supplies	3,852	-	-	-	-
<b>Total Operating Expenses</b>	<u>3,852</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b><u>Capital:</u></b>	-	193	334,500	399,619	410,000
<b><u>Transfer out</u></b>	441,185	186,721	-	-	-
<b><u>Reserve for Contingencies</u></b>	-	-	205,676	140,557	90,807
<b>TOTAL EXPENSES</b>	<b>\$ 445,037</b>	<b>\$ 186,914</b>	<b>\$ 540,176</b>	<b>\$ 540,176</b>	<b>\$ 500,807</b>

# Water System Impact Fee Fund (408)

	<u>FY 2016-17 Actual</u>	<u>FY 2017-18 Actual</u>	<u>FY 2018-19 Adopted</u>	<u>FY 2018-19 Amended</u>	<u>FY 2019-20 Adopted</u>
<b><u>REVENUES</u></b>					
Charges for Services	150,280	134,618	98,500	98,500	100,000
Interest	3,517	5,283	1,500	1,500	3,500
<b>Total Revenues</b>	<u>153,797</u>	<u>139,901</u>	<u>100,000</u>	<u>100,000</u>	<u>103,500</u>
<b><u>Appropriated Fund Balance</u></b>	-	-	-	272,510	-
<b>TOTAL REVENUES</b>	<b>\$ 153,797</b>	<b>\$ 139,901</b>	<b>\$ 100,000</b>	<b>\$ 372,510</b>	<b>\$ 103,500</b>
<b><u>EXPENSES</u></b>					
<b><u>Operating Expenses</u></b>					
Professional and Contractual	8,732	15,854	-	410	-
Operating Supplies	72,890	97,492	100,000	100,000	-
<b>Total Operating Expenses</b>	<u>81,622</u>	<u>113,346</u>	<u>100,000</u>	<u>100,410</u>	<u>-</u>
<b><u>Capital:</u></b>	-	-	-	272,100	-
<b><u>Transfer out</u></b>	255,012	29,605	-	-	-
<b><u>Reserve for Contingencies</u></b>	-	-	-	-	103,500
<b>TOTAL EXPENSES</b>	<b>\$ 336,634</b>	<b>\$ 142,951</b>	<b>\$ 100,000</b>	<b>\$ 372,510</b>	<b>\$ 103,500</b>

# Wastewater System Impact Fee Fund (409)

	<u>FY 2016-17 Actual</u>	<u>FY 2017-18 Actual</u>	<u>FY 2018-19 Adopted</u>	<u>FY 2018-19 Amended</u>	<u>FY 2019-20 Adopted</u>
<b><u>REVENUES</u></b>					
Charges for Services	86,275	93,942	60,000	86,500	60,000
Interest	11,131	14,630	6,200	6,200	7,500
<b>Total Revenues</b>	<u>97,406</u>	<u>108,572</u>	<u>66,200</u>	<u>92,700</u>	<u>67,500</u>
<b><u>Appropriated Fund Balance</u></b>	-	-	109,166	660,690	40,308
<b>TOTAL REVENUES</b>	<b>\$ 97,406</b>	<b>\$ 108,572</b>	<b>\$ 175,366</b>	<b>\$ 753,390</b>	<b>\$ 107,808</b>
<b><u>EXPENSES</u></b>					
<b><u>Operating Expenses</u></b>					
Professional and Contractual	-	-	-	24,996	-
<b>Total Operating Expenses</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>24,996</u>	<u>-</u>
<b><u>Capital:</u></b>	-	14,051	135,000	673,060	-
<b><u>Transfer out</u></b>	479,240	383,029	40,366	40,366	40,308
<b><u>Reserve for Contingencies</u></b>	-	-	-	14,968	67,500
<b>TOTAL EXPENSES</b>	<b>\$ 479,240</b>	<b>\$ 397,080</b>	<b>\$ 175,366</b>	<b>\$ 753,390</b>	<b>\$ 107,808</b>

# Stormwater Fund (410)

## Revenue and Expense by Category

	2016-17 Actual	2017-18 Actual	2018-19 Adopted	2018-19 Amended	2019-20 Adopted
<b><u>REVENUES</u></b>					
<b><u>Operating Revenues</u></b>					
Stormwater Operating	2,040,464	2,440,653	2,428,000	2,428,000	2,571,024
Interest Earnings	15,996	17,790	10,000	10,000	10,000
Miscellaneous	838,114	102,357	-	-	-
<b>Total Operating Revenues</b>	<b>2,894,574</b>	<b>2,560,800</b>	<b>2,438,000</b>	<b>2,438,000</b>	<b>2,581,024</b>
<b><u>Non-Operating Revenues</u></b>					
Interfund Transfers	13,128,559	186,721	-	-	-
Appropriated Fund Balance	-	-	-	797,818	138,935
<b>Total Non-Operating Revenues</b>	<b>13,128,559</b>	<b>186,721</b>	<b>-</b>	<b>797,818</b>	<b>138,935</b>
<b>TOTAL REVENUES</b>	<b>\$16,023,133</b>	<b>\$ 2,747,521</b>	<b>\$ 2,438,000</b>	<b>\$ 3,235,818</b>	<b>\$ 2,719,959</b>
<b><u>EXPENSES</u></b>					
<b><u>Personnel Services</u></b>					
Salaries & Wages	455,588	482,616	516,430	516,430	528,214
Benefits	208,586	167,660	194,570	189,701	192,002
<b>Total Personnel Services</b>	<b>664,174</b>	<b>650,276</b>	<b>711,000</b>	<b>706,131</b>	<b>720,216</b>
<b><u>Operating Expenses</u></b>					
Professional and Contractual	177,062	156,935	113,735	117,684	144,777
Communications	3,559	4,056	4,020	4,028	6,023
Utilities	6,315	6,578	6,148	6,148	7,675
Rentals and Leases	-	-	1,500	8,500	8,000
Insurance	22,019	20,982	20,712	17,099	12,494
Repairs and Maintenance	225,521	147,687	174,130	526,881	108,627
Operating Supplies	98,706	71,657	70,920	71,320	64,425
Unleaded and Diesel Fuel	-	-	-	-	-
Vehicle Replacement	39,776	178,432	158,602	158,602	138,598
Other	45,934	66,989	9,500	8,500	7,000
<b>Total Operating Expenses</b>	<b>618,892</b>	<b>653,316</b>	<b>559,267</b>	<b>918,762</b>	<b>497,619</b>
<b>Capital</b>	<b>-</b>	<b>-</b>	<b>140,000</b>	<b>697,169</b>	<b>600,000</b>
<b>Debt</b>	<b>161,598</b>	<b>145,750</b>	<b>435,222</b>	<b>435,222</b>	<b>435,536</b>
<b>Depreciation</b>	<b>825,866</b>	<b>823,971</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b><u>Transfers &amp; Reserve</u></b>					
Transfers to Other Funds	682,694	510,918	427,738	436,220	416,588
Reserve for Contingency	-	-	164,773	42,314	50,000
<b>Total Transfers &amp; Reserve</b>	<b>682,694</b>	<b>510,918</b>	<b>592,511</b>	<b>478,534</b>	<b>466,588</b>
<b>TOTAL EXPENSES</b>	<b>\$ 2,953,224</b>	<b>\$ 2,784,231</b>	<b>\$ 2,438,000</b>	<b>\$ 3,235,818</b>	<b>\$ 2,719,959</b>

# Stormwater Fund (410)

## Revenue and Expense by Department/Division

	2016-17 Actual	2017-18 Actual	2018-19 Adopted	2018-19 Amended	2019-20 Adopted
<b><u>REVENUES</u></b>					
<b><u>Charges for Services</u></b>					
Stormwater Operating	2,040,464	2,440,653	2,428,000	2,428,000	2,571,024
<b>Total Charges for Services</b>	2,040,464	2,440,653	2,428,000	2,428,000	2,571,024
<b><u>Miscellaneous Revenues</u></b>					
Interest Earnings	15,996	17,790	10,000	10,000	10,000
Miscellaneous	838,114	102,357	-	-	-
<b>Total Miscellaneous Revenues</b>	854,110	120,147	10,000	10,000	10,000
<b><u>Interfund Transfers</u></b>	13,128,559	186,721	-	-	-
<b><u>Fund Balance</u></b>	-	-	-	797,818	138,935
<b>TOTAL REVENUES</b>	<b>\$ 16,023,133</b>	<b>\$ 2,747,521</b>	<b>\$2,438,000</b>	<b>\$3,235,818</b>	<b>\$2,719,959</b>
<b><u>EXPENSES</u></b>					
<b><u>Stormwater Administration</u></b>					
Personnel Services	156,655	174,505	239,589	238,810	246,013
Operating Expenses	73,823	137,105	58,320	61,747	78,620
<b>Total Administrative</b>	230,478	311,610	297,909	300,557	324,633
<b><u>Stormwater Maintenance</u></b>					
Personnel Services	507,519	475,771	471,411	467,321	474,203
Operating Expenses	445,317	516,211	500,947	857,015	418,999
<b>Total Operations</b>	<b>952,836</b>	<b>991,982</b>	<b>972,358</b>	<b>1,324,336</b>	<b>893,202</b>
<b><u>Stormwater Capital Projects</u></b>					
Operating Expenses	99,752	-	-	-	-
Capital Outlay	-	-	140,000	697,169	600,000
<b>Total Capital Projects</b>	99,752	-	140,000	697,169	600,000
<b><u>Debt</u></b>	161,598	145,750	435,222	435,222	435,536
<b><u>Depreciation</u></b>	825,866	823,971	-	-	-
<b><u>Transfers/Reserve for Contingency</u></b>					
Transfers to Other Funds	682,694	510,918	427,738	436,220	416,588
Reserve for Contingency	-	-	164,773	42,314	50,000
<b>Total Transfers/Reserves</b>	682,694	510,918	592,511	478,534	466,588
<b>TOTAL EXPENSES</b>	<b>\$ 2,953,224</b>	<b>\$ 2,784,231</b>	<b>\$2,438,000</b>	<b>\$3,235,818</b>	<b>\$2,719,959</b>

# Stormwater Administration - 3800

## **Description**

Stormwater Administration is a division of the Public Works Administration Department. Stormwater is responsible for maintenance and repairs to City maintained ponds, ditches/culverts, and drain structures. In addition, the City's street sweeping is also maintained within the Stormwater department. The City's Stormwater Coordinator oversees the monitoring of City-owned environmentally sensitive lands per state and federal permit requirements and ensures compliance with the National Pollutant Discharge Elimination System Permit (NPDES). Other compliance responsibilities include, but are not limited to: preparation of permit documents; submittal of annual reports; and coordinating with local and national auditors to oversee that higher regulatory standards are being met. The Community Rating System through the National Flood Insurance Program and FEMA is also part of the Stormwater Coordinator's daily functions, as well as creating public outreach documents to educate the residents and businesses about Floodplain Management and the necessity of Flood Protection; Best Management Practices to reduce pollutants and protect the environment; cost effective measures for both public and private properties; and is available to the residents to provide Base Flood Determinations and information on the availability of Elevation Certificates on those properties within Special Flood Hazard Areas.

## **Goals**

- Maintain and enhance stormwater management.
- Monitor NPDES permit compliance at a high level.
- Provide leadership on critical local issues.
- Periodic review and updating of the Strategic Plan.
- Supports community participation.

## **Accomplishments**

- See accomplishments for all City departments beginning on page 107.

## **Personnel Summary**

FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20
2.25	3.00	3.50	3.50	3.50

# Stormwater Administration - 3800

EXPENSE GROUPING	FY 2016-17 Actuals	FY 2017-18 Actuals	FY 2018-19 Adopted	FY 2018-19 Amended	FY 2019-20 Adopted
<b><u>SALARIES</u></b>					
Regular Salaries & Wages	87,541	110,002	150,856	150,856	150,035
Other Salaries & Wages	22,787	25,046	30,208	30,208	32,369
Overtime	188	649	400	400	400
Special Pay	-	433	-	-	-
FICA/Medicare Taxes	7,788	9,182	12,580	12,580	13,011
<b>Total Salaries</b>	<b>118,304</b>	<b>145,312</b>	<b>194,044</b>	<b>194,044</b>	<b>195,815</b>
<b><u>BENEFITS</u></b>					
Retirement Contributions	2,781	3,449	5,343	5,343	6,767
Health Insurance	33,850	23,651	36,246	36,246	41,402
Workers' Compensation	1,720	2,093	3,956	3,177	2,029
<b>Total Benefits</b>	<b>38,351</b>	<b>29,193</b>	<b>45,545</b>	<b>44,766</b>	<b>50,198</b>
<b><u>OPERATING EXPENSES</u></b>					
Professional Services	18,446	52,213	20,000	23,949	46,856
Travel & Per-Diem	-	-	250	250	250
Communications & Freight	946	888	931	931	953
Utility Services	4,552	5,347	5,133	5,133	6,075
Rentals & Leases	-	4,920	3,689	3,689	4,919
Insurance	3,074	2,950	2,991	2,469	1,804
Repair and Maintenance	-	1,033	3,356	3,356	413
Printing and Binding	45	-	1,000	1,000	2,500
Promotional Activities	2,430	2,000	2,000	2,000	-
Other Current Charges	42,416	64,289	-	-	-
Office Supplies	29	-	20	20	100
Operating Supplies	495	2,485	13,600	13,600	13,000
Books, Publications, Subs	1,390	980	5,350	4,350	1,750
<b>Total Operating Expenses</b>	<b>73,823</b>	<b>137,105</b>	<b>58,320</b>	<b>61,747</b>	<b>78,620</b>
<b><u>CAPITAL</u></b>					
Improvements Other than Bldgs	-	21,018	-	-	-
Contra Asset Account	-	(21,018)	-	-	-
<b>Total Capital</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Expenses by Grouping</b>	<b>\$ 230,478</b>	<b>\$ 311,610</b>	<b>\$ 297,909</b>	<b>\$ 300,557</b>	<b>\$ 324,633</b>

## **5 Year Budget Projection**

EXPENSE GROUPING	2020-21 Projection	2021-22 Projection	2022-23 Projection	2023-24 Projection	2024-25 Projection
Salaries	199,731	203,726	207,800	211,956	216,196
Benefits	52,566	55,053	57,665	60,410	63,293
Operating Expenses	81,289	84,056	86,925	89,901	92,988
<b>Total Projection</b>	<b>\$ 333,586</b>	<b>\$ 342,834</b>	<b>\$ 352,391</b>	<b>\$ 362,267</b>	<b>\$ 372,477</b>

# Stormwater Maintenance - 3802

## Description

The Stormwater Maintenance Department is responsible for maintaining and keeping in functional condition, City owned Stormwater ponds. Some privately owned ponds, which receive public roadway drainage, are functionally maintained as well, but not aesthetically. Stormwater Maintenance's primary goal is to reduce flooding, and meet state water quality standards and the City's National Pollutant Discharge and Elimination Permit requirement standards through FDEP. In addition, the Stormwater Maintenance Department is responsible to inspect for compliance the 576 wet or dry retention/detention ponds that serve as treatment areas for Stormwater run-off.

## Goals

- Reduce flooding; meet State water quality standards and NPDES standards.
- Maintain stormwater ponds at a superior level.
- Continue to inspect wet and dry retention/detention ponds at high level.

## Accomplishments

- See accomplishments for all City departments beginning on page 107.

## Personnel Summary

FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20
8.75	9.00	9.00	8.00	8.00

## Performance Outcomes

Measurement	FY 16-17 Actual	FY 17-18 Actual	FY 18-19 Budget	FY 19-20 Budget
<b><i>Workload Output</i></b>				
# of ponds maintained	138	270	300	100
# of work orders received	608	393	1,000	500
# of ponds inspected	199	232	554	306
Storm pipe cleaned	3,260	3,715	4,000	5,000
Miles of ditch maintained	25	16	11	11
# of lane miles swept	9,376	8,225	9,000	8,500
<b><i>Effectiveness/Service Quality</i></b>				
% of City ponds inspected one time per year	35%	42%	100%	100%
% of City ponds in compliance with standards	73%	72%	100%	100%
# of illicit dumping notices	5	2	0	10
# of deficiency notices of private ponds	0	1	0	3
<b><i>Efficiency</i></b>				
Maintenance cost per pond	742	829	950	1,500
Cost per lane mile swept	10	13	15	10
Cost per ditch mile maintained	1,694	1,852	2,000	7,000
Cost per foot of pipe cleaned	6.00	7.08	9.00	175.00
Operating cost per square mile	26,995	32,620	41,017	38,333

# Stormwater Maintenance - 3802

EXPENSE GROUPING	FY 2016-17 Actuals	FY 2017-18 Actuals	FY 2018-19 Adopted	FY 2018-19 Amended	FY 2019-20 Adopted
<b><u>SALARIES</u></b>					
Regular Salaries & Wages	300,091	300,211	288,048	288,048	298,144
Overtime	15,305	13,498	12,600	12,600	12,000
Special Pay	891	824	-	-	-
FICA/Medicare Taxes	20,997	22,771	21,738	21,738	22,255
<b>Total Salaries</b>	<b>337,284</b>	<b>337,304</b>	<b>322,386</b>	<b>322,386</b>	<b>332,399</b>
<b><u>BENEFITS</u></b>					
Retirement Contributions	14,224	15,566	15,033	15,033	15,507
Health Insurance	138,136	103,609	113,232	113,232	115,646
Workers' Compensation	17,875	19,292	20,760	16,670	10,651
<b>Total Benefits</b>	<b>170,235</b>	<b>138,467</b>	<b>149,025</b>	<b>144,935</b>	<b>141,804</b>
<b><u>OPERATING EXPENSES</u></b>					
Other Contractual Services	93,698	104,722	93,735	93,735	97,921
Communications & Freight	2,613	3,168	3,089	3,097	5,070
Utility Services	1,763	1,231	1,015	1,015	1,600
Rentals & Leases	39,776	173,512	156,413	163,413	141,679
Insurance	18,945	18,032	17,721	14,630	10,690
Repair and Maintenance	225,521	146,654	170,774	523,525	108,214
Promotional Activities	-	2,164	-	-	-
Other Current Charges	151	496	900	900	500
Office Supplies	305	237	500	500	200
Operating Supplies	60,568	64,771	53,800	53,200	48,625
Books, Publications, Subs	1,977	1,224	3,000	3,000	4,500
<b>Total Operating Expenses</b>	<b>445,317</b>	<b>516,211</b>	<b>500,947</b>	<b>857,015</b>	<b>418,999</b>
<b>Total Expenses by Grouping</b>	<b>\$ 952,836</b>	<b>\$ 991,982</b>	<b>\$ 972,358</b>	<b>\$ 1,324,336</b>	<b>\$ 893,202</b>

## **5 Year Budget Projection**

EXPENSE GROUPING	2020-21 Projection	2021-22 Projection	2022-23 Projection	2023-24 Projection	2024-25 Projection
Salaries	339,047	345,828	352,744	359,799	366,995
Benefits	148,749	156,057	163,748	171,844	180,368
Operating Expenses	434,969	451,604	468,935	486,994	505,814
<b>Total Projection</b>	<b>\$ 922,765</b>	<b>\$ 953,489</b>	<b>\$ 985,428</b>	<b>\$ 1,018,637</b>	<b>\$ 1,053,177</b>

# Stormwater Capital Projects - 3803

<b>EXPENSE GROUPING</b>	<b>FY 2016-17 Actuals</b>	<b>FY 2017-18 Actuals</b>	<b>FY 2018-19 Adopted</b>	<b>FY 2018-19 Amended</b>	<b>FY 2019-20 Adopted</b>
<b><u>OPERATING EXPENSES</u></b>					
Professional Services	64,918	-	-	-	-
Operating Supplies	34,834	-	-	-	-
<b>Total Operating Expenses</b>	<b>99,752</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b><u>CAPITAL</u></b>					
Improvements Other than Bldgs	173,148	638,708	140,000	697,169	600,000
Capital Assets	9,994	-	-	-	-
Contra Asset Account	(183,142)	(638,708)	-	-	-
<b>Total Capital</b>	<b>-</b>	<b>-</b>	<b>140,000</b>	<b>697,169</b>	<b>600,000</b>
<b>Total Expenses by Grouping</b>	<b>\$ 99,752</b>	<b>\$ -</b>	<b>\$ 140,000</b>	<b>\$ 697,169</b>	<b>\$ 600,000</b>

# Stormwater Fund (410)

## Schedule of Debt Service Requirements and Overview

	FY 2019/20 Debt Service Requirements	Percent of Total Debt Service Requirement	Total Debt Service Requirements		
			Principal Outstanding 10/1/2019	Total Interest to Maturity at 10/1/2019	Requirements to Maturity
<b><u>Stormwater Activities:</u></b>					
<u>Revenue Notes Supported by Stormwater Funds</u>					
Utility Revenue Note Series 2017	435,536	100.00%	4,706,000	944,995	5,650,995
<b>Total Stormwater Activities</b>	<b>\$ 435,536</b>	<b>100.00%</b>	<b>\$ 4,706,000</b>	<b>\$ 944,995</b>	<b>\$ 5,650,995</b>

**FY 2019-20 Revenue Sources for Debt Service Payments  
for Stormwater Activities**



### **STORMWATER ACTIVITIES OBLIGATION DEBT (BONDS/NOTES)**

#### **Utility Revenue Note, Series 2017**

A \$5,000,000 Note was issued in January 2017. The Series 2017 Note financed the purchase of the Twin Rivers Golf Course. The Note matures in 13 years (2031/32).

Revenue Pledged: Net revenues of the System, Sewer System Development Charges, the Water System Development Charges and the moneys in certain funds and accounts creation pursuant to the Resolution all in the manner and to the extent provided in the Resolution.

FY	PRINCIPAL	INTEREST	TOTAL
2019-20	303,000	132,536	435,536
2020-21	312,000	123,588	435,588
2021-22	321,000	114,378	435,378
2022-23	330,000	104,906	434,906
2023-24	340,000	95,157	435,157
Thereafter	3,100,000	374,430	3,474,430
<b>TOTAL</b>	<b>\$ 4,706,000</b>	<b>\$ 944,995</b>	<b>\$ 5,650,995</b>

# Series 2007 Utility Construction Fund (415)

	FY 2016-17 Actual	FY 2017-18 Actual	FY 2018-19 Adopted	FY 2018-19 Amended	FY 2019-20 Adopted
<b><u>REVENUES</u></b>					
Interest	443	276	-	-	-
<b>Total Revenues</b>	<b>443</b>	<b>276</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b><u>Appropriated Fund Balance</u></b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>10,310</b>	<b>-</b>
<b>TOTAL REVENUES</b>	<b>\$ 443</b>	<b>\$ 276</b>	<b>\$ -</b>	<b>\$ 10,310</b>	<b>\$ -</b>
<b><u>EXPENSES</u></b>					
<b><u>Capital:</u></b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>10,310</b>	<b>-</b>
<b><u>Transfer out</u></b>	<b>28,711</b>	<b>7,787</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL EXPENSES</b>	<b>\$ 28,711</b>	<b>\$ 7,787</b>	<b>\$ -</b>	<b>\$ 10,310</b>	<b>\$ -</b>

# Series 2010A Util. Rev. Bonds Const. Fund (416)

	FY 2016-17 Actual	FY 2017-18 Actual	FY 2018-19 Adopted	FY 2018-19 Amended	FY 2019-20 Adopted
<b><u>REVENUES</u></b>					
Interest	1,263	431	-	-	-
<b>Total Revenues</b>	<b>1,263</b>	<b>431</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b><u>Appropriated Fund Balance</u></b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>719</b>	<b>-</b>
<b>TOTAL REVENUES</b>	<b>\$ 1,263</b>	<b>\$ 431</b>	<b>\$ -</b>	<b>\$ 719</b>	<b>\$ -</b>
<b><u>EXPENSES</u></b>					
<b><u>Capital:</u></b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>719</b>	<b>-</b>
<b><u>Transfer out</u></b>	<b>56,231</b>	<b>99,275</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL EXPENSES</b>	<b>\$ 56,231</b>	<b>\$ 99,275</b>	<b>\$ -</b>	<b>\$ 719</b>	<b>\$ -</b>

# Series 2010B Util. Rev. Bonds Const. Fund (417)

	FY 2016-17 Actual	FY 2017-18 Actual	FY 2018-19 Adopted	FY 2018-19 Amended	FY 2019-20 Adopted
<b><u>REVENUES</u></b>					
Interest	9,422	1,709	-	-	-
Miscellaneous	-	-	-	-	-
<b>Total Revenues</b>	9,422	1,709	-	-	-
<b><u>Appropriated Fund Balance</u></b>	-	-	-	1,551	-
<b>TOTAL REVENUES</b>	<b>\$ 9,422</b>	<b>\$ 1,709</b>	<b>\$ -</b>	<b>\$ 1,551</b>	<b>\$ -</b>
<b><u>EXPENSES</u></b>					
<b><u>Capital:</u></b>	-	-	-	1,551	-
<b><u>Transfer out</u></b>	692,782	387,552	-	-	-
<b>TOTAL EXPENSES</b>	<b>\$ 692,782</b>	<b>\$ 387,552</b>	<b>\$ -</b>	<b>\$ 1,551</b>	<b>\$ -</b>

# Twin Rivers Golf Course Fund (480)

## **Description**

At its March 6, 2017, meeting, City Council adopted Resolution No. 3388-17 approving the purchase and sale agreement for the acquisition of the Twin Rivers Golf Course property. The purpose of the acquisition was to preserve the area currently occupied by the golf course and prevent residential development. The golf course provides an important function through its designation as open space in the City's Community Rating System (CRS). The open space credit the City receives for the golf course provides a major benefit for the Community Rating System. With the substantial acreage of the golf course, the City is able to offer its residents in special flood hazard areas a ten percent (10%) discount for flood insurance. Without the golf course, the flood insurance discount reduces to five percent (5%). The golf course is also a vital part of the flood plain management of the Little and Big Econlockhatchee Rivers.

On March 6, 2017, City Council also adopted Resolution No. 3389-17 approving an agreement for golf course management and maintenance operations with SSS Down to Earth OPCO, LLC. Following approval of Resolution No. 3389-17, the Twin Rivers Golf Course Enterprise Fund was established. The City Council committed operational funding from the Stormwater Fund to assist with operational start-up costs associated with the first three (3) years of operations. The FY 2019-20 budget includes a transfer from the Stormwater Fund of \$100,000 to assist with funding of the fourth (4<sup>th</sup>) year of operations of the golf course. The City intends to continue the golf course operation, however, if the operation is not financially feasible, the City may convert it to park land and open space.

# Twin Rivers Golf Course Fund (480)

	<u>FY 2016-17 Actual</u>	<u>FY 2017-18 Actual</u>	<u>FY 2018-19 Adopted</u>	<u>FY 2018-19 Amended</u>	<u>FY 2019-20 Adopted</u>
<b><u>REVENUES</u></b>					
Charges for Services	351,335	1,213,587	1,201,225	1,201,225	1,327,630
<b>Total Revenues</b>	351,335	1,213,587	1,201,225	1,201,225	1,327,630
<b><u>Transfers in</u></b>	875,000	175,000	118,970	118,970	100,000
<b>TOTAL REVENUES</b>	<b>\$1,226,335</b>	<b>\$1,388,587</b>	<b>\$1,320,195</b>	<b>\$1,320,195</b>	<b>\$1,427,630</b>
<b><u>EXPENSES</u></b>					
<b><u>Operating Expenses</u></b>					
Operating Supplies	907,321	2,451,928	1,320,195	1,320,195	1,315,909
<b>Total Operating Expenses</b>	907,321	2,451,928	1,320,195	1,320,195	1,315,909
<b><u>Reserve for Contingencies</u></b>	-	-	-	-	111,721
<b>TOTAL EXPENSES</b>	<b>\$ 907,321</b>	<b>\$2,451,928</b>	<b>\$1,320,195</b>	<b>\$1,320,195</b>	<b>\$1,427,630</b>



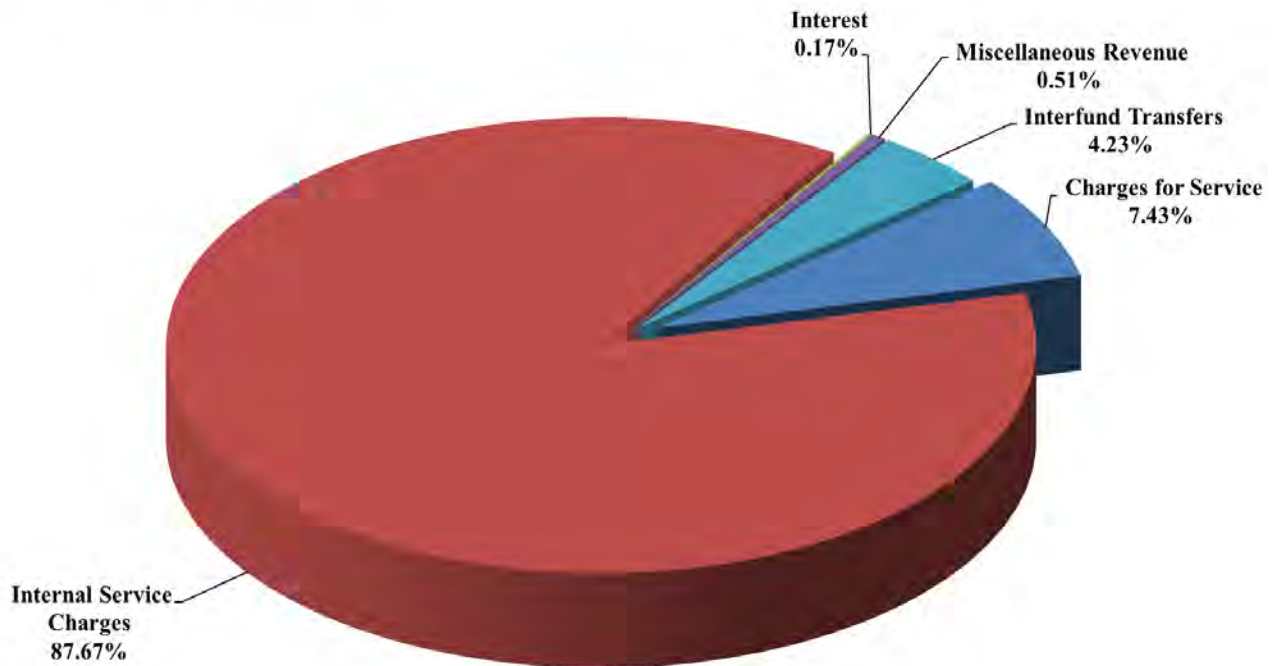
# **INTERNAL SERVICE FUNDS**

# Consolidated Summary Internal Service Funds

## FY 2019-20 by Budgeted Revenue

	Fleet Fund	Medical Insurance Fund	Insurance Deductible Fund	Total All Funds
<b><u>BUDGETED REVENUES</u></b>				
Charges for Service	\$ 438,651	\$ -	\$ -	\$ 438,651
Internal Service Charges	-	5,178,810	-	5,178,810
Interest	-	10,000	-	10,000
Miscellaneous Revenue	-	30,000	-	30,000
<b>TOTAL OPERATING REVENUES</b>	<b>\$ 438,651</b>	<b>\$ 5,218,810</b>	<b>\$ -</b>	<b>\$ 5,657,461</b>
Interfund Transfers	\$ -	\$ -	\$ 250,000	\$ 250,000
Appropriated Fund Balance	-	-	-	-
<b>TOTAL NON-OPERATING REVENUES</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 250,000</b>	<b>\$ 250,000</b>
<b>TOTAL BUDGETED REVENUES AND FUND BALANCES</b>	<b>\$ 438,651</b>	<b>\$ 5,218,810</b>	<b>\$ 250,000</b>	<b>\$ 5,907,461</b>

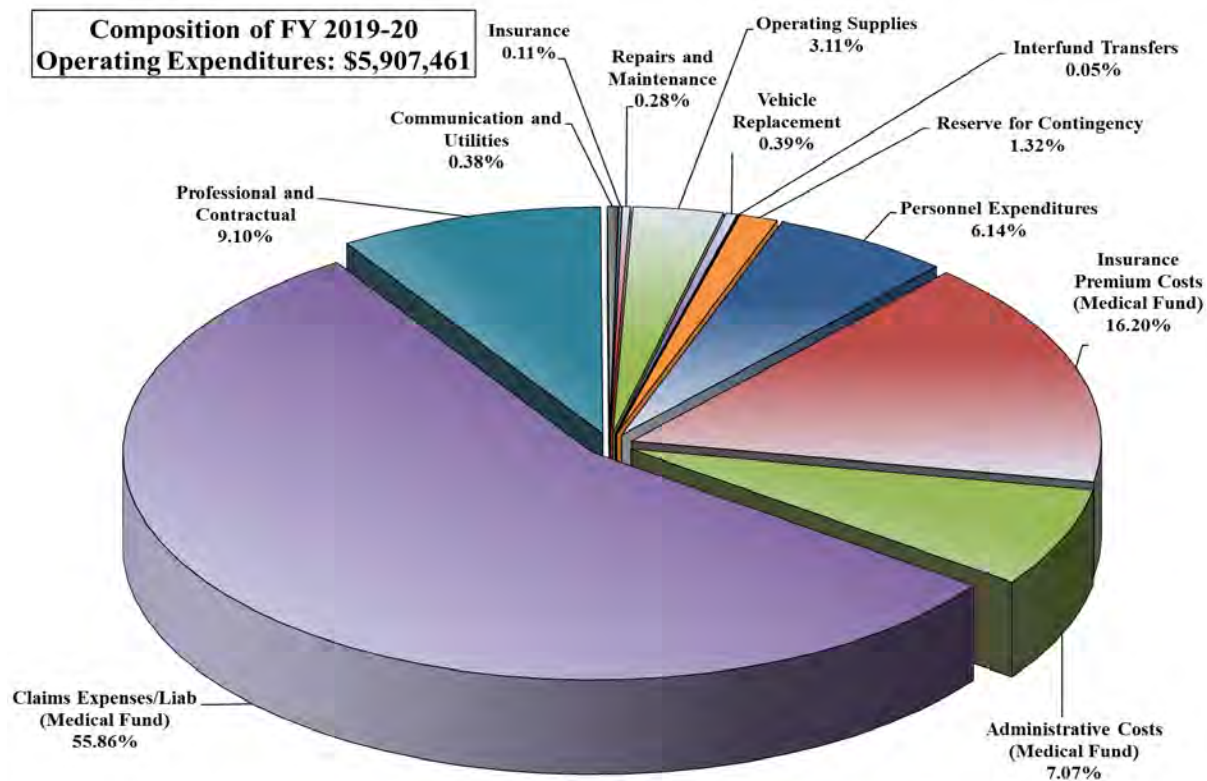
**Composition of FY 2019-20  
Operating Revenues: \$5,907,461**



# Consolidated Summary Internal Service Funds

## FY 2019-20 by Budgeted Expenditure

	Fleet Fund	Medical Insurance Fund	Insurance Deductible Fund	Total All Funds
<b>BUDGETED EXPENSES</b>				
Personnel Expenditures	\$ 347,188	\$ -	\$ -	\$ 347,188
Insurance Premium Costs (Medical Fund)	-	916,613	-	916,613
Administrative Costs (Medical Fund)	-	399,934	-	399,934
Claims Expenses/Liab (Medical Fund)	-	3,160,000	-	3,160,000
Professional and Contractual	3,158	511,780	-	514,938
Communication and Utilities	8,550	12,863	-	21,413
Insurance	5,952	-	-	5,952
Repairs and Maintenance	14,750	872	-	15,622
Operating Supplies	32,176	143,809	-	175,985
Vehicle Replacement	22,070	-	-	22,070
Other	-	-	250,000	250,000
<b>TOTAL OPERATING EXPENSES</b>	<b>\$ 433,844</b>	<b>\$ 5,145,871</b>	<b>\$ 250,000</b>	<b>\$ 5,829,715</b>
Interfund Transfers	\$ 2,790	\$ -	\$ -	\$ 2,790
Reserve for Contingency	2,017	72,939	-	74,956
<b>TOTAL NON-OPERATING EXPENSES</b>	<b>\$ 4,807</b>	<b>\$ 72,939</b>	<b>\$ -</b>	<b>\$ 77,746</b>
<b>TOTAL APPROPRIATED EXPENSES AND RESERVES</b>	<b>\$ 438,651</b>	<b>\$ 5,218,810</b>	<b>\$ 250,000</b>	<b>\$ 5,907,461</b>



# Fleet Internal Service Fund (504)

## Description

Fleet Maintenance is a support service department of City government that provides a comprehensive array of repair and preventive maintenance services for a fleet of approximately 190 vehicles and 330 pieces of equipment, including twenty (20) emergency generators and other non-rolling stock. The fleet department maintains a parts shop and inventory, coordinates all sublet repairs, including some for fire pumpers and rescue vehicles, and manages the City's vehicle replacement program. In addition, fleet oversees operations of the City's central fueling facility and maintains management and billing information for all vehicles and equipment.

As an "internal service" operation, Fleet Maintenance recovers its labor and overhead through an hourly labor rate charged to user departments. The cost of all parts and sublet repairs are charged directly to the affected department, as well as a monthly charge to the departments for the overhead costs budgeted in the Fleet Fund in total.

## Goals

- Be one of the safest communities in the region.
- Ensure a high level of City vehicle maintenance.
- Continue high levels of customer service, productivity, and efficiency while maintaining fiscal health.

## Accomplishments

- See accomplishments for all City departments beginning on page 107.

## Personnel Summary

FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20
4.25	4.00	5.00	5.00	5.00

## Performance Outcomes

Measurement	FY 16-17 Actual	FY 17-18 Actual	FY 18-19 Budget	FY 19-20 Budget
<b>Workload Output</b>				
# of pieces of rolling stock	215	210	200	204
# of pieces of non-rolling stock	176	176	176	176
<b>Effectiveness/Service Quality</b>				
Average time to complete repairs (hours)	4.00	1.42	1.15	1.12
Mechanic productivity rate	52.00%	54.00%	65.00%	68.00%
% of repairs returned	2.00%	2.30%	1.00%	1.00%
% of police vehicles in shop more than 4 hours	10.00%	8.00%	5.00%	2.00%
<b>Efficiency</b>				
Hourly labor rate	85.00	85.00	85.00	85.00
Average hourly labor rate in private shop	98.00	110.00	110.00	110.00
Work orders to mechanic (quarterly)	151	158	177	200

# Fleet Internal Service Fund (504)

## Revenue and Expenditure Summary by Major Account Category

	2016-17 Actual	2017-18 Actual	2018-19 Adopted	2018-19 Amended	2019-20 Adopted
<b><u>REVENUES</u></b>					
<b><u>Operating Revenues</u></b>					
Charges for Services	355,529	365,284	418,800	418,800	438,651
<b>Total Operating Revenues</b>	<b>355,529</b>	<b>365,284</b>	<b>418,800</b>	<b>418,800</b>	<b>438,651</b>
<b><u>Non-Operating Revenues</u></b>					
Miscellaneous	(18)	(3)	-	-	-
<b>Total Non-Operating Revenues</b>	<b>(18)</b>	<b>(3)</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL REVENUES</b>	<b>\$ 355,511</b>	<b>\$ 365,281</b>	<b>\$ 418,800</b>	<b>\$ 418,800</b>	<b>\$ 438,651</b>
<b><u>EXPENDITURES</u></b>					
<b><u>Personnel Services</u></b>					
Salaries & Wages	182,110	184,416	246,187	246,187	265,149
Benefits	55,418	68,451	83,523	82,021	82,039
<b>Total Personnel Services</b>	<b>237,528</b>	<b>252,867</b>	<b>329,710</b>	<b>328,208</b>	<b>347,188</b>
<b><u>Operating Expenditures</u></b>					
Professional and Contractual	1,800	538	1,727	1,727	3,158
Communications	1,732	1,800	1,891	1,891	1,994
Utilities	3,918	4,416	4,488	4,488	6,556
Rentals and Leases	770	1,184	1,442	1,442	1,342
Insurance	7,560	7,385	9,404	7,961	5,952
Repairs and Maintenance	40,341	28,091	15,450	15,450	14,750
Operating Supplies	11,175	10,460	21,148	21,257	14,034
Unleaded and Diesel Fuel	5,654	4,091	4,200	4,200	3,870
Vehicle Replacement	15,930	11,707	7,177	7,177	22,070
Other	13,500	10,858	20,800	20,691	12,930
<b>Total Operating Expenditures</b>	<b>102,380</b>	<b>80,530</b>	<b>87,727</b>	<b>86,284</b>	<b>86,656</b>
<b><u>Transfers &amp; Reserve</u></b>					
Transfers to Other Funds	-	14,805	-	2,945	2,790
Reserve for Contingency	-	-	1,363	1,363	2,017
<b>Total Transfers &amp; Reserve</b>	<b>-</b>	<b>14,805</b>	<b>1,363</b>	<b>4,308</b>	<b>4,807</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 339,908</b>	<b>\$ 348,202</b>	<b>\$ 418,800</b>	<b>\$ 418,800</b>	<b>\$ 438,651</b>

# Medical Insurance Fund (510)

## **Description**

Effective October 1, 2006 the City of Oviedo established a self-insurance program for the payment of health and medical claims, long term disability and life insurance. The fund is operated on cost reimbursement and break-even basis and accounts for the City's and employees' contributions for health insurance, medical claims and premiums, claims processing and administration, and costs associated with the wellness program and the operation of the wellness facility. The fund is managed by the City with the assistance of a third-party broker.

The City is committed to providing comprehensive, yet cost effective health benefits to its employees. Each year staff explores new ways to reduce group claims and mitigate the impact of medical trends in order to provide an affordable health insurance program. In recent years, the program has experienced significant reductions in costs as a result of adding a wellness incentive program to reward positive steps made by employees to better their health; providing preventive care and health screenings; providing long-term health education and maintenance; and through efficient management of employee's health at the on-site Wellness Clinic.

Despite the rising medical insurance costs nationwide, this year's budget includes an increase in health benefits costs of only 2%.

## **Goals**

- Continue to ensure financial health of the City through tax base diversification and growth; adequate financial reserves; comprehensive contract management; and prudent cost recovery practices.
- Promote employee wellness by offering incentive for completing Health Risk Assessments, as well as for employees meeting health benchmarks.
- Work with Wellness Committee and recommend continuing incentives to encourage continued employee wellness.

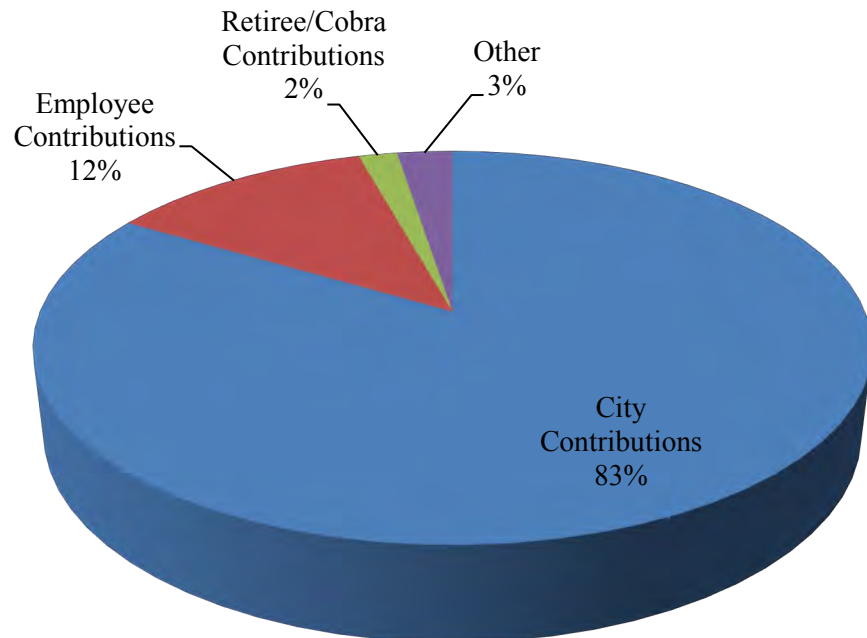
## **Accomplishments**

- See accomplishments for all City departments beginning on page 107.

# Medical Insurance Fund (510)

## Revenue Summary by Major Account Category

	2016-17 Actual	2017-18 Actual	2018-19 Adopted	2018-19 Amended	2019-20 Adopted
<b><u>REVENUES</u></b>					
<b><u>INTERNAL SERVICE CHARGES</u></b>					
City Contribution/Employee Health	1,744,215	1,817,682	2,319,276	2,319,276	2,528,265
City Contribution/Dependent Health	1,540,990	1,739,641	1,851,611	1,851,611	1,830,015
Employee Contribution/Dependent Health	421,632	547,573	655,223	655,223	635,147
Retiree/Cobra Contribution	59,563	88,950	90,714	90,714	92,529
Charges for Services - Other	80,657	83,290	89,604	89,604	92,854
<b>Total Internal Service Charges</b>	<b>3,847,057</b>	<b>4,277,136</b>	<b>5,006,428</b>	<b>5,006,428</b>	<b>5,178,810</b>
<b><u>Non-Operating Revenues</u></b>					
Interest Earnings	6,372	11,544	5,000	5,000	10,000
Miscellaneous	297,446	284,351	30,000	30,000	30,000
Interfund Transfers	400,000	278,856	-	-	-
<b>Total Non-Operating Revenues</b>	<b>703,818</b>	<b>574,751</b>	<b>35,000</b>	<b>35,000</b>	<b>40,000</b>
<b>TOTAL REVENUES</b>	<b>\$4,550,875</b>	<b>\$4,851,887</b>	<b>\$5,041,428</b>	<b>\$5,041,428</b>	<b>\$5,218,810</b>



Medical Insurance Fund Revenues by Source:	FY 2019-20 Adopted	FY 2018-19 Adopted	Variance
City Contributions	\$ 4,358,280	\$ 4,170,887	\$ 187,393
Employee Contributions	635,147	655,223	(20,076)
Retiree/Cobra Contributions	92,529	90,714	1,815
Other	132,854	124,604	8,250
<b>Total</b>	<b>\$ 5,218,810</b>	<b>\$ 5,041,428</b>	<b>\$ 177,382</b>

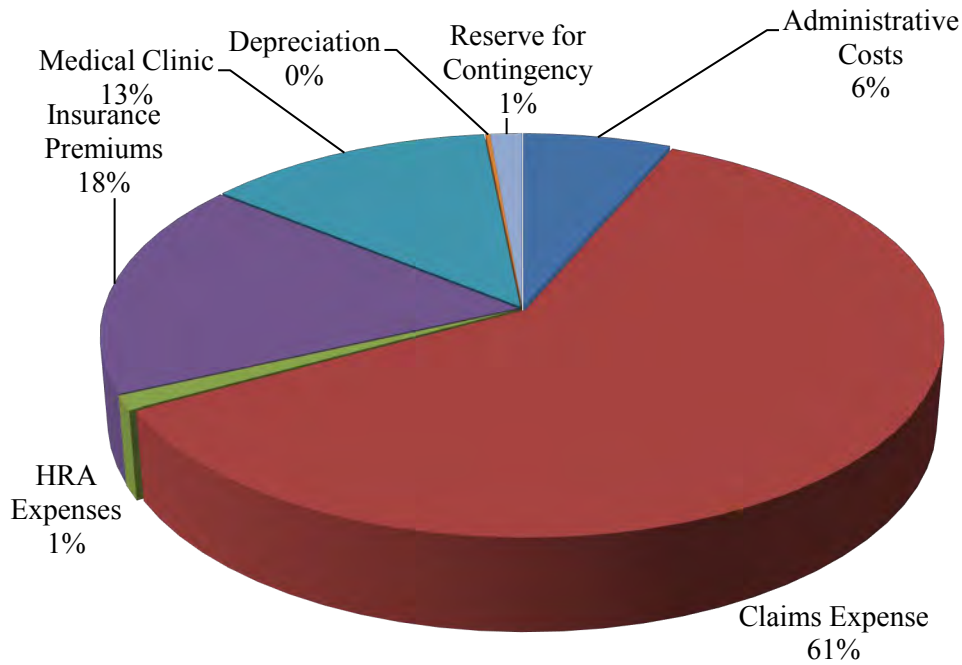
# Medical Insurance Fund (510)

## Expenditure Summary by Major Account Category

	2016-17 Actual	2017-18 Actual	2018-19 Adopted	2018-19 Amended	2019-20 Adopted
<b><u>EXPENDITURES</u></b>					
<b><u>ADMINISTRATIVE COSTS</u></b>					
Claims Processing and Administration	257,251	263,667	293,750	293,750	323,434
Accounting/Auditing/Actuary	-	9,276	-	5,143	15,000
Health Reimbursement Account	43,106	46,971	60,000	60,000	60,000
Contractual Services	1,203	1,242	1,250	1,250	1,500
Other Administrative Expenses	7,785	8,293	1,000	1,200	-
<b>Total Administrative Costs</b>	<b>309,345</b>	<b>329,449</b>	<b>356,000</b>	<b>361,343</b>	<b>399,934</b>
<b><u>CLAIMS EXPENDITURES/LIABILITIES</u></b>					
Shock Claims	914,212	1,377,751	1,300,000	1,251,000	950,000
Pharmacy Benefit Program	-	-	-	10,000	150,000
Inpatient Claims	812,964	852,668	800,000	800,000	900,000
Other Medical Claims	-	63,640	100,000	100,000	110,000
Outpatient Claims	72,910	75,159	100,000	100,000	100,000
Pharmacy Claims	540,927	342,535	400,000	390,000	400,000
Specialist Claims	724,076	481,196	620,000	620,000	550,000
IBNR Claims	(7,881)	(32,368)	-	-	-
<b>Total Claims Expenditures</b>	<b>3,057,208</b>	<b>3,160,581</b>	<b>3,320,000</b>	<b>3,271,000</b>	<b>3,160,000</b>
<b><u>INSURANCE PREMIUMS</u></b>					
Individual Excess Loss & Aggregate	528,135	510,457	634,766	634,766	823,759
Transitional Reinsurance Fee	12,072	-	-	-	-
Life Insurance	27,486	28,576	30,903	30,903	31,388
Long Term Disability	53,177	54,856	58,701	58,701	61,466
<b>Total Insurance Premiums</b>	<b>620,870</b>	<b>593,889</b>	<b>724,370</b>	<b>724,370</b>	<b>916,613</b>
<b><u>EMPLOYEE MEDICAL CLINIC</u></b>					
<b><u>Operating Expenditures</u></b>					
Professional and Contractual	432,040	447,151	473,007	473,807	511,780
Communications	4,829	4,010	4,788	4,788	4,872
Utilities	7,157	7,832	8,583	8,583	7,991
Rentals and Leases	754	754	754	754	756
Repairs and Maintenance	814	955	752	752	872
Operating Supplies	107,032	87,928	97,188	146,188	107,901
Other	20,368	24,951	25,000	25,000	25,000
<b>Total Operating Expenditures</b>	<b>572,994</b>	<b>573,581</b>	<b>610,072</b>	<b>659,872</b>	<b>659,172</b>
<b><u>Depreciation</u></b>	<b>10,152</b>	<b>10,152</b>	<b>10,152</b>	<b>10,152</b>	<b>10,152</b>
<b><u>Transfers &amp; Reserve</u></b>					
Reserve for Contingency	-	-	20,834	14,691	72,939
<b>Total Transfers &amp; Reserve</b>	<b>-</b>	<b>-</b>	<b>20,834</b>	<b>14,691</b>	<b>72,939</b>
<b>TOTAL EXPENDITURES</b>	<b>\$4,570,569</b>	<b>\$4,667,652</b>	<b>\$5,041,428</b>	<b>\$5,041,428</b>	<b>\$5,218,810</b>

# Medical Insurance Fund (510)

## Expenditure Summary by Major Account Category



Medical Insurance Fund Expenditures by Category:	FY 2019-20 Adopted	FY 2018-19 Adopted	Variance
Administrative Costs	\$ 339,934	\$ 296,000	\$ 43,934
Claims Expense	3,160,000	3,320,000	(160,000)
HRA Expenses	60,000	60,000	-
Insurance Premiums	916,613	724,370	192,243
Medical Clinic	659,172	610,072	49,100
Depreciation	10,152	10,152	
Reserve for Contingency	72,939	20,834	52,105
<b>Total</b>	<b>\$ 5,218,810</b>	<b>\$ 5,041,428</b>	<b>\$ 177,382</b>

# Insurance Deductible Fund (512)

## **Description**

The City has transitioned from a zero-deductible insurance policy to a deductible property and casualty insurance policy. This transition resulted in significant savings in insurance premiums but also created the need to establish an insurance deductible reserve. The current property and casualty insurance contract require a \$10,000 deductible option per incident, with a maximum aggregate loss of \$250,000. In order to track the payments related to the insurance deductible, the City has established an internal service fund - Insurance Deductible Fund, that will be funded via internal transfers from the General Fund, Water and Sewer Fund, Stormwater Fund and the Fleet Fund.

## **Goals**

- Continue to ensure financial health of the City through tax base diversification and growth; adequate financial reserves; comprehensive contract management; and prudent cost recovery practices.
- Continue high levels of customer service, productivity, and efficiency while maintaining fiscal and organizational health.

## **Accomplishments**

- See accomplishments for all City departments beginning on page 107.

# Insurance Deductible Fund (512)

	2016-17 Actual	2017-18 Actual	2018-19 Adopted	2018-19 Amended	2019-20 Adopted
<b><u>REVENUES</u></b>					
<b><u>Non-Operating Revenues</u></b>					
Interfund Transfers	-	-	-	250,000	250,000
<b>Total Non-Operating Revenues</b>	-	-	-	250,000	250,000
<b>TOTAL REVENUES</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 250,000</b>	<b>\$ 250,000</b>
<b><u>EXPENDITURES</u></b>					
<b><u>Operating Expenditures</u></b>					
Other	-	-	-	250,000	250,000
<b>Total Operating Expenditures</b>	-	-	-	250,000	250,000
<b>TOTAL EXPENDITURES</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 250,000</b>	<b>\$ 250,000</b>



# **CAPITAL IMPROVEMENT PROGRAM**

# Ten Year Capital Improvements Program (CIP)

## Project Summary and Operating Budget Impact

The Ten Year Capital Improvement Program (CIP) serves as the basis for prioritizing and recommending capital improvements and needs of the City consistent with the Comprehensive Plan and other master plans approved by City Council. The Ten Year CIP allows for forecasting of future costs and their effect on revenues and future borrowing needs. It helps ensure the City is financially prepared to meet its immediate and long-term objectives.

The City of Oviedo defines a “Capital Expenditure” as the cost(s) associated with the acquisition of land, improvements to land, buildings, improvements to buildings, vehicles, machinery, equipment, infrastructure, and other assets with an initial, individual cost of more than \$5,000 and an estimated useful life in excess of one year.

Capital expenditures can be recurring and non-recurring. Recurring expenditures represent the cost(s) associated with items that are purchased on an annual basis, such as computer hardware, vehicles and equipment. Non-recurring expenditures represent the cost(s) associated with items that are not purchased on a regular basis.

At the start of the budget process, departments are directed to complete and submit capital project request forms, in addition to their annual operating budget requests. The forms state a description of the project, estimated costs, justification of the project, funding source and any impact to the annual operating budget. The forms are provided to the Finance/Budget Department for review. A CIP prioritization meeting is set up to review all submitted CIP requests for funding in the upcoming budget year. The CIP prioritization team includes the City Manager, Assistant City Manager, City Departments Directors and the Finance/Budget Officer.

Capital Improvement Projects are prioritized for funding in accordance with the following criteria:

- Items which threaten public health or safety;
- Correcting existing deficiencies of infrastructure and public facilities;
- Renewal and replacement of obsolete or “worn out” facilities;
- Infrastructure and facilities needed to accommodate desired future growth;
- Items determined by the City Council to be of citywide benefit.

To the extent that capital improvement projects will impact recurring operating expenses and revenues, the impacts will be projected in the Ten Year CIP and will be included as required in the annual operating budget.

The Capital Budget is not a separate document and the process runs concurrently with the annual operating budget process. The City Council adopts the Ten Year Capital Plan as part of the annual budget process. The first year of the Plan is formally adopted as the Capital Budget for the current year. The City’s Ten-Year Capital Improvements Program identifies an investment of \$96.7 million for infrastructure and community improvements of which \$27 million is scheduled for FY 2019-20.

# Ten Year Capital Improvements Program (CIP)

## Project Summary and Operating Budget Impact

A detailed listing of the Ten-Year CIP Expenditures by Fund is included. This listing represents all CIP requests submitted by the departments during the budget process. Any CIP request that could not be funded for the current year, will be carried forward to the next fiscal year. All items that have been funded are denoted in the “Ten Year CIP” with an “*F*”. A copy of the CIP request forms are included for all capital improvement projects funded in the current year. Forms are not required for capital outlay requests. A summary of the Operating Impact for Capital Improvement Projects for 5 years is also included.

*Below are highlights of projects within the major project categories.*

### **General Fund Projects**

**Fund 001:** Projects include Capital requests submitted by departments that reside in the General Fund, whose projects don’t have a specific funding source. Capital requests in the General Fund are funded based on available funding, and are prioritized for funding in accordance with the Capital Improvement Planning Guidelines. Capital Outlay requests funded in FY 2019-20 are Development Services and Public Safety related.

### **CRA Fund Project**

**Fund 015:** Funded for FY 2019-20 is the renovation and repurposing of the old Post Office facility that the City acquired in 2012 into a multi-use Community Center. Programming planned for the new Center will include: Cultural / Arts/ Crafts; Educational classes; Senior programming, Community rental, and other.

### **Transportation Improvements**

**Fund 102:** Roadway Improvement projects planned and funded for FY 2019-20 include: Mitchell Hammock Road geometry improvements, and Mitchell Hammock Road/Lockwood Boulevard intersection improvements.

**Fund 105:** Roadway Improvement projects planned and funded for FY 2019-20 include: annual road resurfacing and Lockwood Road bridge repairs.

**Fund 304:** Projects planned and funded for FY 2019-20 include: landscape and hardscape improvements throughout State Road 426 and County Road 419 and the related realignment of Geneva Drive intersection. The Geneva Drive project will provide a new signalized intersection connection between Geneva Drive and County Road 419. Also included in FY19-20 CIP is funding for the development of a Regional Stormwater pond in the Historic area of Downtown Oviedo. This project started in FY18-19 and would allow for future development of the City’s historic downtown which is expected to increase revenues to the City in the form of utility revenues, building revenues and impact fees revenues. Any operating costs associated with maintaining the pond should be offset by the revenues earned. Annual Road Resurfacing and Sidewalk and Curbing maintenance will continue in FY 2019-20. This should reduce future repairs and maintenance costs associated with road deterioration.

# Ten Year Capital Improvements Program (CIP)

## Project Summary and Operating Budget Impact

### **Vehicle Replacement Fund 302**

**Fund 302:** The major expenses for this fund for FY 2019-20 are for: the replacement of Public Safety vehicles, including the replacement of a Fire Rescue Unit; scheduled vehicle replacements for Public Works and Recreation and Parks departments; two new vehicles for new positions; and the replacement of field maintenance equipment for Recreation and Parks. Operating impacts include decreased maintenance costs as older vehicles are disposed of from the City's fleet.

### **Technology Improvement Fund**

**Fund 320:** The major expenses for this fund are the replacement of City owned computers, servers, and other technological equipment. FY2019-20 projects include: Dell server replacement; annual desktop computer and phone replacement; Network Infrastructure; Thin Client replacement, Eaton UPS Capacity Pack and Cisco Wireless Controller replacement; Smartboards for City Hall and Annex; and Site Secure access control.

### **Water and Wastewater Utility Improvements and Vehicles & Equipment**

**Fund 401:** FY 2019-20 projects include: Waverlee Woods and Kingsbridge East subdivisions reclaim interconnect; installation of a new portable water main for the widening of SR426; West Mitchell Hammock Water Treatment Plant improvements; design of the Public Works Complex Phase III; upgrades to the Control Operation System for both the Water Production and the Wastewater Treatment Plants; design of the Lockwood Master Lift Station rehabilitation/replacement; Oviedo Reclamation Facility building expansion; and Risk and Resilience Assessment to meet new regulations.

**Fund 406:** The renewal and replacement fund expenditures for FY 2019-20 center around projects designed to keep the Water Plant and Water Distribution System, Wastewater Plant and Wastewater System in peak working order. Operating impacts include decreased maintenance costs as older parts are replaced/upgraded.

- *Water Plant projects include:* painting pipes and rehab/painting of wells.
- *Water Distribution system projects include:* repair and maintenance of fire hydrants; commercial and residential meter replacements; valve hot-taps; Sentinel water monitoring enhancements and miscellaneous fittings.
- *Wastewater Plant projects include:* lift station rehab; treatment train rehab; lift station motor, pump and valve replacement; welding and painting of pipes and tanks; blower repair/replacement; GST#1 tank cover replacement; bypass pumping for critical re-pumps.
- *Wastewater system projects include:* the rebuild of the master lift station control and piping; manhole rehabilitation; lift station motor/pump/valve replacements; and bypass pumps.

# Ten Year Capital Improvements Program (CIP)

## Project Summary and Operating Budget Impact

**Fund 407:** The FY 2019-20 budget includes the replacement of three (3) Utility work trucks and two Stormwater trucks. In addition, the fund will provide two thirds (2/3) of the cost to purchase a new Dump truck to be used by Public Utilities, Stormwater and General Fund. The remaining one third (1/3) is budgeted in General fund. Operating impacts include decreased maintenance costs as older vehicles are disposed of from the City's fleet. Operating impacts include decreased maintenance costs as older vehicles are disposed of from the City's fleet.

### **Stormwater System Improvements**

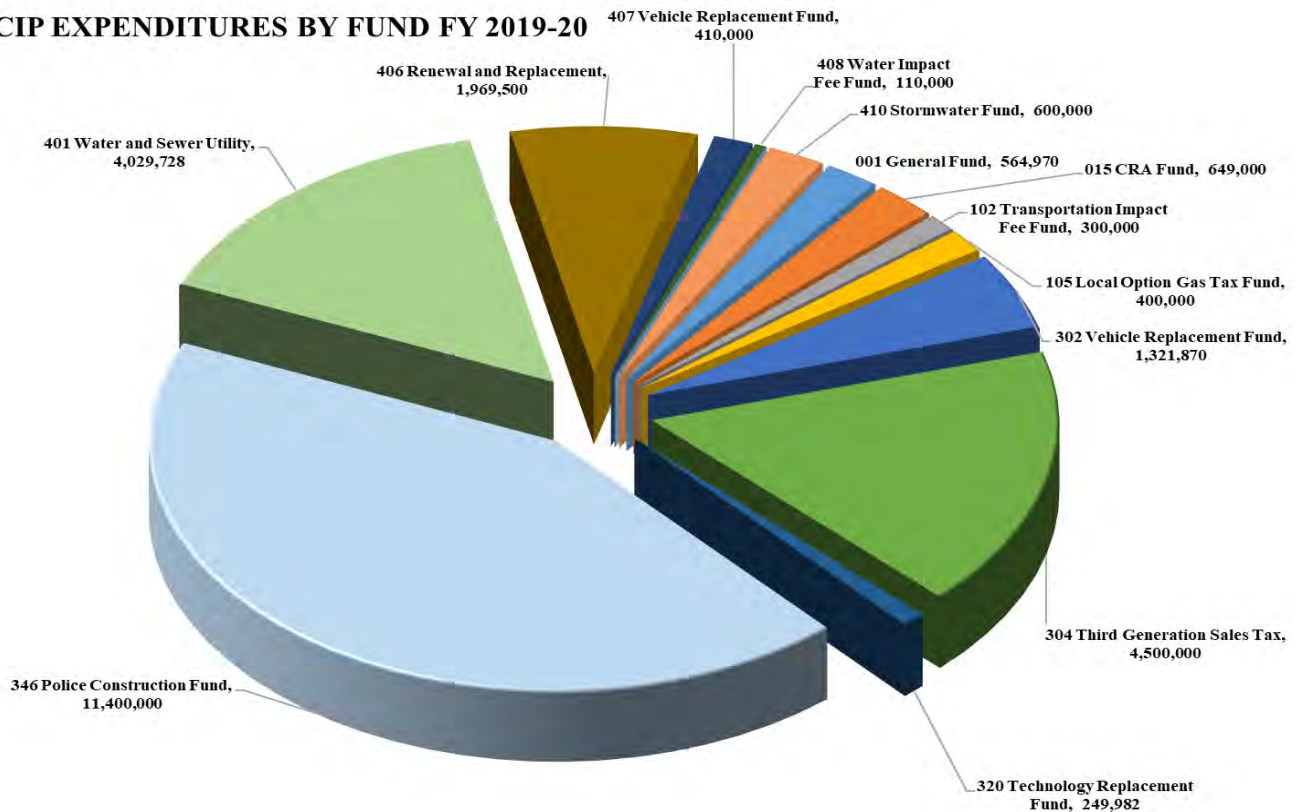
**Fund 410:** Stormwater projects include: Lake Charm Drainage Improvements; and pipe lining.

# Ten Year CIP Summary by Fund

## 10 YEAR CIP EXPENDITURES BY FUND

		FY 2019-20	% of Total	10 Year Outlook	% of Total
001	General Fund	564,970	2.13%	13,647,138	14.11%
015	CRA Fund	649,000	2.45%	649,000	0.67%
102	Transportation Impact Fee Fund	300,000	1.13%	3,860,000	3.99%
105	Local Option Gas Tax Fund	400,000	1.51%	3,105,000	3.21%
302	Vehicle Replacement Fund	1,321,870	4.99%	13,285,750	13.73%
304	Third Generation Sales Tax	4,500,000	16.98%	11,000,000	11.37%
320	Technology Replacement Fund	249,982	0.94%	1,922,514	1.99%
346	Police Construction Fund	11,400,000	43.01%	11,400,000	11.79%
401	Water and Sewer Utility	4,029,728	15.20%	13,858,334	14.33%
406	Renewal and Replacement	1,969,500	7.43%	12,954,500	13.39%
407	Vehicle Replacement Fund	410,000	1.55%	3,500,280	3.62%
408	Water Impact Fee Fund	110,000	0.42%	2,285,000	2.36%
409	Sewer Impact Fee Fund	-	0.00%	550,000	0.57%
410	Stormwater Fund	600,000	2.26%	4,712,401	4.87%
<b>Total</b>		<b>26,505,050</b>	<b>100.00%</b>	<b>96,729,917</b>	<b>100.00%</b>

## CIP EXPENDITURES BY FUND FY 2019-20



# Ten Year CIP Expenditure by Fund

## Total Government Expenditure Summary

CIP SUMMARY	FY 19/20 Adopted	FY 20/21 Projected	FY 21/22 Projected	FY 22/23 Projected	FY 23/24 Projected	FY 24/25 - FY 28/29 Projected	Estimated Total Cost
<b>Grand Total</b>	<b>\$26,505,050</b>	<b>\$ 17,669,259</b>	<b>\$ 10,607,887</b>	<b>\$ 8,182,038</b>	<b>\$ 11,180,673</b>	<b>\$ 22,585,010</b>	<b>\$ 96,729,917</b>
<b>USE OF FUNDS</b>							
General Fund							
Development Services	200,000	-	-	-	-	-	200,000
Fire	154,050	425,850	105,390	56,000	9,500	451,000	1,201,790
Police	11,610,920	143,900	207,600	262,850	85,300	947,350	13,257,920
Public Works	-	450,182	-	-	-	-	450,182
Recreation and Parks	-	4,276,795	1,613,825	1,455,000	508,626	2,083,000	9,937,246
CRA	649,000	-	-	-	-	-	649,000
Transportation Impact Fee Fund	300,000	180,000	1,000,000	1,380,000	1,000,000	-	3,860,000
Local Option Gas Tax Fund	400,000	405,000	550,000	250,000	250,000	1,250,000	3,105,000
Vehicle Replacement Fund	1,321,870	2,789,000	1,090,000	1,135,000	1,595,500	5,354,380	13,285,750
3rd Generation Sales Tax Fund	4,500,000	1,600,000	1,600,000	1,100,000	1,100,000	1,100,000	11,000,000
Information Technology Fund	249,982	441,532	215,000	301,000	165,000	550,000	1,922,514
Utility Funds	6,404,228	5,667,000	3,712,859	1,275,000	5,666,747	8,537,440	31,263,274
Stormwater Fund	715,000	1,290,000	513,213	967,188	800,000	2,311,840	6,597,241

CIP SUMMARY	FY 19/20 Adopted	FY 20/21 Projected	FY 21/22 Projected	FY 22/23 Projected	FY 23/24 Projected	FY 24/25 - FY 28/29 Projected	Estimated Total Cost
<b>Grand Total</b>	<b>\$26,505,050</b>	<b>\$ 17,669,259</b>	<b>\$ 10,607,887</b>	<b>\$ 8,182,038</b>	<b>\$ 11,180,673</b>	<b>\$ 22,585,010</b>	<b>\$ 96,729,917</b>
<b>SOURCE OF FUNDS</b>							
General Fund (001)	564,970	5,296,727	1,926,815	1,773,850	603,426	3,481,350	13,647,138
CRA (015)	649,000	-	-	-	-	-	649,000
Transportation Impact Fee Fund (102)	300,000	180,000	1,000,000	1,380,000	1,000,000	-	3,860,000
Local Option Gas Tax Fund (105)	400,000	405,000	550,000	250,000	250,000	1,250,000	3,105,000
Vehicle Replacement Fund (302)	1,321,870	2,789,000	1,090,000	1,135,000	1,595,500	5,354,380	13,285,750
Third Generation Sales Tax (304)	4,500,000	1,600,000	1,600,000	1,100,000	1,100,000	1,100,000	11,000,000
Technology Replacement Fund (320)	249,982	441,532	215,000	301,000	165,000	550,000	1,922,514
Police Construction Fund (346)	11,400,000	-	-	-	-	-	11,400,000
Water and Sewer Utility (401)	4,029,728	3,215,000	2,383,859	-	4,229,747	-	13,858,334
Renewal and Replacement (406)	1,969,500	1,665,000	1,140,000	1,190,000	1,140,000	5,850,000	12,954,500
Vehicle Replacement Fund (407)	410,000	392,000	202,000	350,000	272,000	1,874,280	3,500,280
Water Impact Fee Fund (408)	110,000	75,000	75,000	75,000	75,000	1,875,000	2,285,000
Sewer Impact Fee Fund (409)	-	550,000	-	-	-	-	550,000
Stormwater Fund (410)	600,000	1,060,000	425,213	627,188	750,000	1,250,000	4,712,401

# Ten Year CIP

## General Fund (001) – Development Services

DEVELOPMENT SERVICES	FY 19/20 Adopted	FY 20/21 Projected	FY 21/22 Projected	FY 22/23 Projected	FY 23/24 Projected	FY 24/25 - FY 28/29 Projected	Estimated Total Cost
<b>Department Total</b>	<b>\$ 200,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 200,000</b>
<b>CIP-PLANNING</b>							
<b>F</b> Comprehensive Plan Update	200,000	-	-	-	-	-	200,000
<b>CAPITAL OUTLAY</b>							
	-	-	-	-	-	-	-

DEVELOPMENT SERVICES	FY 19/20 Adopted	FY 20/21 Projected	FY 21/22 Projected	FY 22/23 Projected	FY 23/24 Projected	FY 24/25 - FY 28/29 Projected	Estimated Total Cost
<b>Department Total</b>	<b>\$ 200,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 200,000</b>
<b>SOURCE OF FUNDS</b>							
General Fund (001)	200,000	-	-	-	-	-	200,000
Unfunded	-	-	-	-	-	-	-

Items denoted with an "**F**" are funded in the FY 2019-20 Adopted Budget.

CIP forms are included for all capital improvement projects (CIP) funded in the current year. Forms are not required for capital outlay requests.

# Ten Year CIP

## General Fund (001) – Development Services

### CAPITAL IMPROVEMENT PROGRAM DETAIL

<b>Project Name:</b>	Comprehensive Plan Update	<b>Project #:</b>	
<b>Department:</b>	Development Services/Planning Division		
<b>Location:</b>	City-wide	<b>Priority:</b>	High
<b>Strategic Goal:</b>	All of the goals within the City's Strategic Plan		
<b>Objective:</b>	Develop a more uniquely identifiable and attractive city		

#### DESCRIPTION/JUSTIFICATION

Chapter 163, Florida Statutes, requires that each local government's comprehensive plan must include at least two planning periods, one covering at least the first 5-year period and one covering at least a 10-year period. The City adopted Comprehensive Plan, previously adopted November 1, 2010, has a long term horizon year of 2025, which is 6 years from now. The Comprehensive Plan will need to be updated and adopted by the City by year 2020 to avoid the City being in noncompliance with the required minimum 5-year planning horizon. The update of the Comprehensive Plan will update all of the Data, Inventory and Analysis and relevant objectives and policies of all Elements of the Plan and will set a new long-term planning horizon (at least 2030, ideally 20235). This budget request is to fund a contract with an outside consultant to assist with the update of the City's Comprehensive Plan so that the City can remain in compliance with Chapter 163, Florida Statutes.

#### PROJECT EXPENDITURES/FUNDING SOURCES

<b>Project Costs</b>	<b>Prior Years</b>	<b>FY 19/20</b>	<b>FY 20/21</b>	<b>FY 21/22</b>	<b>FY 22/23</b>	<b>FY 23/24</b>	<b>FY 25-29</b>	<b>Total</b>
Engineering & Design	-	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-	-
Other	-	200,000	-	-	-	-	-	200,000
<b>Total Project Costs</b>	<b>\$ -</b>	<b>\$ 200,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 200,000</b>

<b>Source of Funds</b>	<b>Prior Years</b>	<b>FY 19/20</b>	<b>FY 20/21</b>	<b>FY 21/22</b>	<b>FY 22/23</b>	<b>FY 23/24</b>	<b>FY 25-29</b>	<b>Total</b>
General Fund	-	200,000	-	-	-	-	-	200,000
Other	-	-	-	-	-	-	-	-
<b>Total Project Revenues</b>	<b>\$ -</b>	<b>\$ 200,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 200,000</b>

#### OPERATIONAL IMPACT

No additional operating impact costs are expected related to this project.

<b>Operational Impact</b>	<b>Prior Years</b>	<b>FY 19/20</b>	<b>FY 20/21</b>	<b>FY 21/22</b>	<b>FY 22/23</b>	<b>FY 23/24</b>	<b>FY 25-29</b>	<b>Total</b>
<b>Additional Revenues:</b>								
Charges for Services	-	-	-	-	-	-	-	-
Other Revenues	-	-	-	-	-	-	-	-
<b>Less Expenditures:</b>								
Personnel	-	-	-	-	-	-	-	-
Operating	-	-	-	-	-	-	-	-
Non-operating	-	-	-	-	-	-	-	-
<b>Net Operating Impact</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

# Ten Year CIP

## General Fund (001) - Fire

FIRE DEPARTMENT	FY 19/20 Adopted	FY 20/21 Projected	FY 21/22 Projected	FY 22/23 Projected	FY 23/24 Projected	FY 24/25 - FY 28/29 Projected	Estimated Total Cost
<b>Department Total</b>	<b>\$ 154,050</b>	<b>\$ 425,850</b>	<b>\$ 105,390</b>	<b>\$ 56,000</b>	<b>\$ 9,500</b>	<b>\$ 451,000</b>	<b>\$1,201,790</b>
<b>CIP-SUPPRESSION</b>							
<b>F</b> Vehicle/Machinery Extrication Equip.	55,000	-	-	-	-	-	55,000
<b>F</b> EMS Cardiac Monitors	69,000	105,000	75,000	-	-	268,500	517,500
Wildland Fire Apparatus	-	165,000	-	-	-	-	165,000
SCBA Compressor and Fill Station	-	48,000	-	-	-	-	48,000
Tornado Siren-Shane Kelly Park	-	35,000	-	-	-	-	35,000
<b>CAPITAL OUTLAY</b>							
<b>F</b> Hose Tester-Replacement	5,200	-	-	-	-	-	5,200
<b>F</b> Firefighter Rapid Escape System Bags	10,500	-	-	-	-	-	10,500
<b>F</b> AED	6,850	-	-	-	-	7,500	14,350
Paint/Carpet Replacement-Station 48	-	9,800	-	-	-	-	9,800
<b>F</b> Thermal Imaging Cameras	7,500	-	-	-	-	17,000	24,500
MX6 Industrial Scientific Gas Detectors	-	6,500	-	-	-	-	6,500
Wellness and Training Equipment	-	9,500	-	-	-	-	9,500
Fan Cooling System - Station 44/46	-	16,000	-	-	-	-	16,000
U Cap-it Medication Dist. System	-	10,600	-	-	-	-	10,600
Tornado Siren Replacement-McKinnon	-	10,500	-	-	-	-	10,500
800mhz Portable Radios	-	9,950	9,950	-	-	20,000	39,900
Ballistic Body Armor/SAVE	-	-	20,440	10,000	9,500	32,000	71,940
Mobile Data Terminals	-	-	-	46,000	-	48,000	94,000
AeroClave Decon System	-	-	-	-	-	24,500	24,500
Positive Pressure Ventilation Fans	-	-	-	-	-	21,500	21,500
Generators for apparatus	-	-	-	-	-	12,000	12,000

FIRE DEPARTMENT	FY 19/20 Adopted	FY 20/21 Projected	FY 21/22 Projected	FY 22/23 Projected	FY 23/24 Projected	FY 24/25 - FY 28/29 Projected	Estimated Total Cost
<b>Department Total</b>	<b>\$ 154,050</b>	<b>\$ 425,850</b>	<b>\$ 105,390</b>	<b>\$ 56,000</b>	<b>\$ 9,500</b>	<b>\$ 451,000</b>	<b>\$1,201,790</b>
<b>SOURCE OF FUNDS</b>							
General Fund (001)	154,050	425,850	105,390	56,000	9,500	451,000	1,201,790
Fire Impact Fee Fund (108)	-	-	-	-	-	-	-

Items denoted with an "**F**" are funded in the FY 2019-20 Adopted Budget.

CIP forms are included for all capital improvement projects (CIP) funded in the current year. Forms are not required for capital outlay requests.

# Ten Year CIP

## General Fund (001) - Fire

### CAPITAL IMPROVEMENT PROGRAM DETAIL

<b>Project Name:</b>	Vehicle and Machinery Extrication Equipment	<b>Project #:</b>	
<b>Department:</b>	Fire		
<b>Location:</b>	Fire	<b>Priority:</b>	High
<b>Strategic Goal:</b>	Safety and Security		
<b>Objective:</b>	Maintain up to date equipment and facilities		

DESCRIPTION/JUSTIFICATION
<p>To purchase replacement extrication equipment (cutters, spreaders, rams, power units, vehicle stabilizers, etc.) that is currently carried on Engine 46. The current extrication equipment was purchased with FEMA Fire Act funds in 2005. Due to age, the equipment is experiencing increased repairs and down time. This is expected to increase as the equipment continues to age. Since the equipment is 14 years old, it often has issues with cutting through the newer metals being used in today's vehicle construction. This has caused lengthy extrication times for patient removal which results in delayed patient care.</p>

PROJECT EXPENDITURES/FUNDING SOURCES								
Project Costs	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 25-29	Total
Engineering & Design	-	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-	-
Other	-	55,000	-	-	-	-	-	55,000
<b>Total Project Costs</b>	<b>\$ -</b>	<b>\$ 55,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 55,000</b>
Source of Funds	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 25-29	Total
General Fund (001)	-	55,000	-	-	-	-	-	55,000
New Debt	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-
<b>Total Project Revenues</b>	<b>\$ -</b>	<b>\$ 55,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 55,000</b>

OPERATIONAL IMPACT								
No additional operating impact costs are expected related to this project.								
Operational Impact	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 25-29	Total
Additional Revenues:								
Charges for Services	-	-	-	-	-	-	-	-
Other Revenues	-	-	-	-	-	-	-	-
Less Expenditures:								
Personnel	-	-	-	-	-	-	-	-
Operating	-	-	-	-	-	-	-	-
Non-operating	-	-	-	-	-	-	-	-
<b>Net Operating Impact</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

# Ten Year CIP

## General Fund (001) - Fire

### CAPITAL IMPROVEMENT PROGRAM DETAIL

<b>Project Name:</b>	EMS Cardiac Monitors	<b>Project #:</b>	
<b>Department:</b>	Fire		
<b>Location:</b>	Fire	<b>Priority:</b>	High
<b>Strategic Goal:</b>	Safety and Security		
<b>Objective:</b>	Maintain up to date equipment and facilities		

DESCRIPTION/JUSTIFICATION
This project is for the replacement of a total of seven (7) Defibrillator/Monitor units over three fiscal years at a unit cost of \$34,500 ea. Two (2) units are scheduled for replacement in FY 2019-20, three (3) units are scheduled for replacement in FY 2020-21, and two (2) units are scheduled for replacement in FY 2021-22. Medical recommendations are that the units be replaced on a five (5) to eight (8) year cycle due to increases in down time and new capabilities and technology updates. This cycle of replacement puts these current monitors on the eight (8) to nine (9) year end of the replacement cycle. The next generation of Defibrillator/Monitor units are expected to be released in 2020. Once the new models are released the industry moves away from servicing and making replacement parts for the older models. These units are required to maintain our current Advanced Life Support (ALS) license and provide the current ALS level of service.

PROJECT EXPENDITURES/FUNDING SOURCES								
Project Costs	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 25-29	Total
Engineering & Design	-	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-	-
Other	-	69,000	105,000	75,000	-	-	268,500	517,500
<b>Total Project Costs</b>	<b>\$ -</b>	<b>\$ 69,000</b>	<b>\$ 105,000</b>	<b>\$ 75,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 268,500</b>	<b>\$ 517,500</b>
Source of Funds	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 25-29	Total
General Fund (001)	-	69,000	105,000	75,000	-	-	268,500	517,500
New Debt	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-
<b>Total Project Revenues</b>	<b>\$ -</b>	<b>\$ 69,000</b>	<b>\$ 105,000</b>	<b>\$ 75,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 268,500</b>	<b>\$ 517,500</b>

OPERATIONAL IMPACT								
No additional operating impact costs are expected related to this project.								
Operational Impact	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 25-29	Total
Additional Revenues:								
Charges for Services	-	-	-	-	-	-	-	-
Other Revenues	-	-	-	-	-	-	-	-
Less Expenditures:								
Personnel	-	-	-	-	-	-	-	-
Operating	-	-	-	-	-	-	-	-
Non-operating	-	-	-	-	-	-	-	-
<b>Net Operating Impact</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

# Ten Year CIP

## General Fund (001) – Police

POLICE DEPARMENT	FY 19/20 Adopted	FY 20/21 Projected	FY 21/22 Projected	FY 22/23 Projected	FY 23/24 Projected	FY 24/25 - FY 28/29 Projected	Estimated Total Cost
<b>Department Total</b>	<b>\$ 11,610,920</b>	<b>\$ 143,900</b>	<b>\$ 207,600</b>	<b>\$ 262,850</b>	<b>\$ 85,300</b>	<b>\$ 947,350</b>	<b>\$13,257,920</b>
<b>CIP-ADMIN</b>							
Keytrack System	-	-	30,000	-	-	-	30,000
<b>F</b> Public Safety Building	11,400,000	-	-	-	-	-	11,400,000
<b>CIP-COMMUNITY REL.</b>							
COPS Center Remodel	-	30,000	-	-	-	-	30,000
<b>CIP-CRT/SRT</b>							
Incident Command Trailer	-	-	-	-	-	100,000	100,000
Special Response Team Vehicle	-	-	-	100,000	-	-	100,000
<b>CAPITAL OUTLAY</b>							
SRT Vests	-	-	-	35,000	-	38,000	73,000
<b>F</b> SRT Night Vision Equipment	40,000	-	-	-	-	50,000	90,000
<b>F</b> Ballistic Vests	12,800	11,900	13,600	17,850	15,300	73,100	144,550
<b>F</b> Taser Replacement	34,000	34,000	34,000	-	-	102,000	204,000
Glock Replacement	-	-	-	-	-	60,000	60,000
Patrol Rifles	-	10,000	11,000	11,000	-	-	32,000
Speed Measurement Trailer	-	-	-	10,000	-	10,000	20,000
Electronic Message Board	-	-	19,000	19,000	-	40,000	78,000
SRT Rifles	-	-	-	-	-	19,250	19,250
<b>F</b> Replacement of Lasers	10,000	-	-	10,000	10,000	40,000	70,000
<b>F</b> Axon Body Cameras	58,000	58,000	100,000	60,000	60,000	380,000	716,000
<b>F</b> Portable Printers	21,120	-	-	-	-	-	21,120
<b>F</b> Armored Plates	35,000	-	-	-	-	35,000	70,000

POLICE DEPARMENT	FY 19/20 Adopted	FY 20/21 Projected	FY 21/22 Projected	FY 22/23 Projected	FY 23/24 Projected	FY 24/25 - FY 28/29 Projected	Estimated Total Cost
<b>Department Total</b>	<b>\$ 11,610,920</b>	<b>\$ 143,900</b>	<b>\$ 207,600</b>	<b>\$ 262,850</b>	<b>\$ 85,300</b>	<b>\$ 947,350</b>	<b>\$13,257,920</b>
<b>SOURCE OF FUNDS</b>							
General Fund (001)	210,920	143,900	207,600	262,850	85,300	947,350	1,857,920
Police Impact Fee Fund (107)	-	-	-	-	-	-	-
Police Construction Fund (346)	11,400,000	-	-	-	-	-	11,400,000

Items denoted with an "**F**" are funded in the FY 2019-20 Adopted Budget.

CIP forms are included for all capital improvement projects (CIP) funded in the current year. Forms are not required for capital outlay requests.

# Ten Year CIP

## General Fund (001) – Police

### CAPITAL IMPROVEMENT PROGRAM DETAIL

<b>Project Name:</b>	New Public Safety Building	<b>Project #:</b>	
<b>Department:</b>	Police		
<b>Location:</b>	Police	<b>Priority:</b>	Low
<b>Strategic Goal:</b>	Safety & Security		
<b>Objective:</b>	Construction of a new Public Safety Building		

DESCRIPTION/JUSTIFICATION
In November of 2016 City of Oviedo voters approved a General Obligation Bonds not to exceed \$11,400,000 to fund the construction of a 21st century law enforcement headquarters and renovation of the current public safety complex. The new building will provide more space for handling and housing evidence, taring, detective work, as well as sufficient office space for employees and meeting areas for visitors. Also, part of the project is the construction of Emergency Operations Center (EOC) equipped with the latest technology and communication equipment that could house all city departments and representatives from outside agencies.

PROJECT EXPENDITURES/FUNDING SOURCES								
Project Costs	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 25-29	Total
Engineering & Design	-	-	-	-	-	-	-	-
Construction	-	11,400,000	-	-	-	-	-	11,400,000
Other	-	-	-	-	-	-	-	-
<i>Total Project Costs</i>	<i>\$ -</i>	<i>\$ 11,400,000</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ 11,400,000</i>
Source of Funds	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 25-29	Total
General Fund (001)	-	-	-	-	-	-	-	-
Police Impact Fee Fund (107)	-	-	-	-	-	-	-	-
Debt	-	11,400,000	-	-	-	-	-	11,400,000
<i>Total Project Revenues</i>	<i>\$ -</i>	<i>\$ 11,400,000</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ 11,400,000</i>

OPERATIONAL IMPACT								
No additional operating impact costs are expected related to this project.								
Operational Impact	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 25-29	Total
Additional Revenues:								
Charges for Services	-	-	-	-	-	-	-	-
Other Revenues	-	-	-	-	-	-	-	-
Less Expenditures:								
New Personnel	-	-	-	-	-	-	-	-
Operating	-	-	-	-	-	-	-	-
Non-operating	-	-	-	-	-	-	-	-
<i>Net Operating Impact</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>

# Ten Year CIP

## General Fund (001) – Public Works

PUBLIC WORKS	FY 19/20 Adopted	FY 20/21 Projected	FY 21/22 Projected	FY 22/23 Projected	FY 23/24 Projected	FY 24/25 - FY 28/29 Projected	Estimated Total Cost
<b>Department Total</b>	\$ -	\$ 450,182	\$ -	\$ -	\$ -	\$ -	\$ 450,182
<b>CIP-ADMIN</b>							
41" Small Double Drum Roller	-	41,732	-	-	-	-	41,732
Flip Screen	-	53,626	-	-	-	-	53,626
2018 Mauldin 1750C Paver	-	153,495	-	-	-	-	153,495
Asphalt Zipper	-	182,330	-	-	-	-	182,330
<b>CAPITAL OUTLAY</b>							
20 Ton Capacity 30' Paver Trailer	-	18,999	-	-	-	-	18,999
	-	-	-	-	-	-	-

PUBLIC WORKS	FY 19/20 Adopted	FY 20/21 Projected	FY 21/22 Projected	FY 22/23 Projected	FY 23/24 Projected	FY 24/25 - FY 28/29 Projected	Estimated Total Cost
<b>Department Total</b>	\$ -	\$ 450,182	\$ -	\$ -	\$ -	\$ -	\$ 450,182
<b>SOURCE OF FUNDS</b>							
General Fund (001)	-	450,182	-	-	-	-	450,182
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-

Items denoted with an "**F**" are funded in the FY 2019-20 Adopted Budget.

CIP forms are included for all capital improvement projects (CIP) funded in the current year. Forms are not required for capital outlay requests.

# Ten Year CIP

## General Fund (001) – Recreation and Parks

RECREATION AND PARKS	FY 19/20 Adopted	FY 20/21 Projected	FY 21/22 Projected	FY 22/23 Projected	FY 23/24 Projected	FY 24/25 - FY 28/29 Projected	Estimated Total Cost
<b>Department Total</b>	<b>\$ -</b>	<b>\$4,276,795</b>	<b>\$1,613,825</b>	<b>\$1,455,000</b>	<b>\$ 508,626</b>	<b>\$2,083,000</b>	<b>\$9,937,246</b>
<b>CIP-RECREATION AND PARKS</b>							
Riverside Skate Park Building	-	20,000	100,000	-	-	-	120,000
Gym Fitness Room Addition	-	74,750	306,250	85,000	-	-	466,000
Long Lake Park / Stubbs Property	-	400,000	400,000	400,000	200,000	-	1,400,000
Gym Overhang	-	-	92,575	-	-	-	92,575
Shade Structures	-	350,000	140,000	100,000	70,000	310,000	970,000
Shane Kelly Park FCT Management Plan	-	115,000	155,000	25,000	35,000	118,000	448,000
Riverwoods Restroom	-	100,000	-	-	-	-	100,000
Aquatics Facility Overhang	-	75,000	-	-	-	-	75,000
OSC Parks Maintenance Building	-	200,000	-	-	-	-	200,000
Riverwoods Park FCT Management Plan	-	13,000	15,000	75,000	155,000	35,000	293,000
Splash Zone Play Structure Replacement	-	200,000	-	-	-	-	200,000
Splash Zone Second Waterslide	-	-	120,000	-	-	-	120,000
New Master Plan Consultant	-	125,000	-	-	-	-	125,000
Round Lake Park Community Center	-	1,100,000	-	-	-	-	1,100,000
Sweetwater Park (Master Plan)	-	500,000	-	-	-	-	500,000
Trails / Park-to-Park Trails (Master Plan)	-	500,000	-	500,000	-	1,500,000	2,500,000
Boston Hill Park (Master Plan)	-	250,000	250,000	250,000	-	-	750,000
<b>CAPITAL OUTLAY</b>							
Storage Shed(s)	-	8,000	10,000	20,000	-	-	38,000
Riverside Tennis Court Shade	-	18,000	-	-	-	-	18,000
CLP Video Upgrades at Splash Park	-	20,000	-	-	-	40,000	60,000
Boston Hill Park Storage Building	-	25,000	-	-	-	-	25,000
Thorgard Lighting Upgrade	-	-	-	-	15,000	-	15,000
Towable Generators	-	25,000	25,000	-	-	-	50,000
OSC bullpens fields B, C and gates	-	11,980	-	-	-	-	11,980
Self propelled boom lift	-	54,570	-	-	-	-	54,570
Mobile Electronic Message Boards	-	32,025	-	-	33,626	80,000	145,651
Riverside Pool Obstacle Course	-	8,670	-	-	-	-	8,670
Fitness Training Station	-	12,000	-	-	-	-	12,000
Splash Pad UV System	-	12,000	-	-	-	-	12,000
Aquatic Facility Heat Pump Controls	-	6,800	-	-	-	-	6,800
Concession Equipment (OSC LW grant)	-	20,000	-	-	-	-	20,000
Storage Building	-	-	-	-	-	-	-

RECREATION AND PARKS	FY 19/20 Adopted	FY 20/21 Projected	FY 21/22 Projected	FY 22/23 Projected	FY 23/24 Projected	FY 24/25 - FY 28/29 Projected	Estimated Total Cost
<b>Department Total</b>	<b>\$ -</b>	<b>\$4,276,795</b>	<b>\$1,613,825</b>	<b>\$1,455,000</b>	<b>\$ 508,626</b>	<b>\$2,083,000</b>	<b>\$9,937,246</b>
<b>SOURCE OF FUNDS</b>							
General Fund (001)	-	4,276,795	1,613,825	1,455,000	508,626	2,083,000	9,937,246
Recreation Improvement Fund (340)	-	-	-	-	-	-	-

Items denoted with an "**F**" are funded in the FY 2019-20 Adopted Budget.

CIP forms are included for all capital improvement projects (CIP) funded in the current year. Forms are not required for capital outlay requests.

# Ten Year CIP

## CRA Fund (015)

CRA FUND	FY 19/20 Adopted	FY 20/21 Projected	FY 21/22 Projected	FY 22/23 Projected	FY 23/24 Projected	FY 24/25 - FY 28/29 Projected	Estimated Total Cost
<b>Department Total</b>	<b>\$ 649,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 649,000</b>
<b>CIP</b>							
<b>F</b> Community Center Redevelopment	649,000	-	-	-	-	-	649,000

CRA FUND	FY 19/20 Adopted	FY 20/21 Projected	FY 21/22 Projected	FY 22/23 Projected	FY 23/24 Projected	FY 24/25 - FY 28/29 Projected	Estimated Total Cost
<b>Department Total</b>	<b>\$ 649,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 649,000</b>
<b>SOURCE OF FUNDS</b>							
CRA (015)	649,000	-	-	-	-	-	649,000

Items denoted with an "**F**" are funded in the FY 2019-20 Adopted Budget.

CIP forms are included for all capital improvement projects (CIP) funded in the current year. Forms are not required for capital outlay requests.

# Ten Year CIP

## CRA Fund (015)

### CAPITAL IMPROVEMENT PROGRAM DETAIL

<b>Project Name:</b>	Community Center Redevelopment	<b>Project #:</b>	
<b>Department:</b>	Parks and Recreation	<b>Priority:</b>	High
<b>Location:</b>	CRA		
<b>Strategic Goal:</b>	Recreation, Arts and Culture		
<b>Objective:</b>	Deliver a diverse range of recreation programs and community events		

#### DESCRIPTION/JUSTIFICATION

The City purchased the former United States postal facility in 2012. This project is requesting funding to renovate the current building in order to convert the space into a multi-use Community Center for the following uses:

- Senior Programming
- Community Rental
- Educational Classes
- Cultural/ Arts / Crafts

The redevelopment of the former Post Office facility to function as a community center within the Oviedo Community Redevelopment Area is consistent with the redevelopment goals and strategies of the adopted Community Redevelopment Plan.

#### PROJECT EXPENDITURES/FUNDING SOURCES

Project Costs	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 25-29	Total
Engineering & Design	-	85,000	-	-	-	-	-	85,000
Construction	-	564,000	-	-	-	-	-	564,000
Other	-	-	-	-	-	-	-	-
<b>Total Project Costs</b>	<b>\$ -</b>	<b>\$ 649,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 649,000</b>
Source of Funds	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 25-29	Total
CRA Fund (015)	-	649,000	-	-	-	-	-	649,000
New Debt	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-
<b>Total Project Revenues</b>	<b>\$ -</b>	<b>\$ 649,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 649,000</b>

#### OPERATIONAL IMPACT

To operate the facility seven (7) days per week the department estimates three point zero sixty five (3.065) FTEs - Facility Supervisor, Custodian, Facility Specialist and five hundred forty one (541) hours of seasonal staff. In addition, a requiring operation expenses are expected.

Operational Impact	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 25-29	Total
Additional Revenues:								
Charges for Services	-	-	-	-	-	-	-	-
Other Revenues	-	-	-	-	-	-	-	-
Less Expenditures:								
Personnel	-	-	166,073	169,394	172,782	176,238	920,386	1,604,874
Operating	-	-	131,300	133,926	136,605	139,337	805,209	1,346,377
Non-operating	-	-	-	-	-	-	-	-
<b>Net Operating Impact</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 297,373</b>	<b>\$ 303,320</b>	<b>\$ 309,387</b>	<b>\$ 315,575</b>	<b>\$ 1,725,595</b>	<b>\$ 2,951,250</b>

# Ten Year CIP

## Transportation Impact Fee Fund (102)

TRANSPORTATION IMPACT FEE FUND	FY 19/20 Adopted	FY 20/21 Projected	FY 21/22 Projected	FY 22/23 Projected	FY 23/24 Projected	FY 24/25 - FY 28/29 Projected	Estimated Total Cost
<b>Department Total</b>	<b>\$ 300,000</b>	<b>\$ 180,000</b>	<b>\$1,000,000</b>	<b>\$1,380,000</b>	<b>\$1,000,000</b>	<b>\$ -</b>	<b>\$3,860,000</b>
<b>CIP</b>							
MHR Westbound turn lane at AWB	-	-	-	700,000	-	-	700,000
<b>F</b> MHR Geometry Improvements	50,000	-	-	-	-	-	50,000
Lockwood Rd/Old Lockwood roundabout	-	-	-	180,000	1,000,000	-	1,180,000
Lockwood Rd/Riviera Blvd roundabout	-	180,000	1,000,000	-	-	-	1,180,000
MHR Access Management Improvements	-	-	-	500,000	-	-	500,000
<b>F</b> MHR/Lockwood Blvd Intersection Imp.	250,000	-	-	-	-	-	250,000
	-	-	-	-	-	-	-

TRANSPORTATION IMPACT FEE FUND	FY 19/20 Adopted	FY 20/21 Projected	FY 21/22 Projected	FY 22/23 Projected	FY 23/24 Projected	FY 24/25 - FY 28/29 Projected	Estimated Total Cost
<b>Department Total</b>	<b>\$ 300,000</b>	<b>\$ 180,000</b>	<b>\$1,000,000</b>	<b>\$1,380,000</b>	<b>\$1,000,000</b>	<b>\$ -</b>	<b>\$3,860,000</b>
<b>SOURCE OF FUNDS</b>							
Transportation Impact Fee Fund (102)	300,000	180,000	1,000,000	1,380,000	1,000,000	-	3,860,000

Items denoted with an "**F**" are funded in the FY 2019-20 Adopted Budget.

CIP forms are included for all capital improvement projects (CIP) funded in the current year. Forms are not required for capital outlay requests.

# Ten Year CIP

## Transportation Impact Fee Fund (102)

### CAPITAL IMPROVEMENT PROGRAM DETAIL

<b>Project Name:</b>	Mitchell Hammock Road Geometry Improvements	<b>Project #:</b>	
<b>Department:</b>	Public Works		
<b>Location:</b>	Mitchell Hammock Road	<b>Priority:</b>	Low
<b>Strategic Goal:</b>	Mobility and Transportation		
<b>Objective:</b>	Continue implementation of Transportation Master Plan		

DESCRIPTION/JUSTIFICATION
Westbound Mitchell Hammock Roadway alignment adjustment. This is a recommended Transportation Master Plan improvement project to improve roadway operations.

PROJECT EXPENDITURES/FUNDING SOURCES								
Project Costs	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 25-29	Total
Engineering & Design	-	-	-	-	-	-	-	-
Construction	-	50,000	-	-	-	-	-	50,000
Other	-	-	-	-	-	-	-	-
<i>Total Project Costs</i>	<i>\$ -</i>	<i>\$ 50,000</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ 50,000</i>
Source of Funds	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 25-29	Total
Transportation Impact Fee (102)	-	50,000	-	-	-	-	-	50,000
New Debt	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-
<i>Total Project Revenues</i>	<i>\$ -</i>	<i>\$ 50,000</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ 50,000</i>

OPERATIONAL IMPACT								
No additional operating impact costs are expected related to this project.								
Operational Impact	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 25-29	Total
Additional Revenues:								
Charges for Services	-	-	-	-	-	-	-	-
Other Revenues	-	-	-	-	-	-	-	-
Less Expenditures:								
Personnel	-	-	-	-	-	-	-	-
Operating	-	-	-	-	-	-	-	-
Non-operating	-	-	-	-	-	-	-	-
<i>Net Operating Impact</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>

# Ten Year CIP

## Transportation Impact Fee Fund (102)

### CAPITAL IMPROVEMENT PROGRAM DETAIL

<b>Project Name:</b>	Mitchell Hammock Rd/Lockwood Blvd Intersection Impr.	<b>Project #:</b>	
<b>Department:</b>	Public Works		
<b>Location:</b>	Mitchell Hammock Rd and Lockwood Blvd	<b>Priority:</b>	Low
<b>Strategic Goal:</b>	Mobility and Transportation		
<b>Objective:</b>	Continue implementation of Transportation Master Plan		

DESCRIPTION/JUSTIFICATION
Intersection enhancements include textured crosswalks and decorative treatments to mast arms to match those on the Mitchell Hammock Road corridor.

PROJECT EXPENDITURES/FUNDING SOURCES								
Project Costs	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 25-29	Total
Engineering & Design	-	-	-	-	-	-	-	-
Construction	-	250,000	-	-	-	-	-	250,000
Other	-	-	-	-	-	-	-	-
<i>Total Project Costs</i>	<i>\$ -</i>	<i>\$ 250,000</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ 250,000</i>
Source of Funds	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 25-29	Total
Transportation Impact Fee (102)	-	250,000	-	-	-	-	-	250,000
New Debt	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-
<i>Total Project Revenues</i>	<i>\$ -</i>	<i>\$ 250,000</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ 250,000</i>

OPERATIONAL IMPACT								
Annual roadway maintenance and staff time								
Operational Impact	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 25-29	Total
Additional Revenues:								
Charges for Services	-	-	-	-	-	-	-	-
Other Revenues	-	-	-	-	-	-	-	-
Less Expenditures:								
Personnel	-	500	500	500	500	500	2,500	5,000
Operating	-	1,000	1,000	1,000	1,000	1,000	5,000	10,000
Non-operating	-	-	-	-	-	-	-	-
<i>Net Operating Impact</i>	<i>\$ -</i>	<i>\$ 1,500</i>	<i>\$ 1,500</i>	<i>\$ 1,500</i>	<i>\$ 1,500</i>	<i>\$ 1,500</i>	<i>\$ 7,500</i>	<i>\$ 15,000</i>

# Ten Year CIP

## Local Option Gas Tax Fund (105)

LOCAL OPTION GAS TAX	FY 19/20 Adopted	FY 20/21 Projected	FY 21/22 Projected	FY 22/23 Projected	FY 23/24 Projected	FY 24/25 - FY 28/29 Projected	Estimated Total Cost
<b>Department Total</b>	<b>\$ 400,000</b>	<b>\$ 405,000</b>	<b>\$ 550,000</b>	<b>\$ 250,000</b>	<b>\$ 250,000</b>	<b>\$1,250,000</b>	<b>\$3,105,000</b>
<b>CIP</b>							
<b>F</b> Annual Road Resurfacing	200,000	250,000	250,000	250,000	250,000	1,250,000	2,450,000
<b>F</b> Lockwood Road Bridge Repair	200,000	-	-	-	-	-	200,000
Clara Lee Evans Way hardscape improvements	-	75,000	300,000	-	-	-	375,000
Franklin Street landscape improvements	-	-	-	-	-	-	-
City Facilities landscape improvements	-	80,000	-	-	-	-	80,000
	-	-	-	-	-	-	-

LOCAL OPTION GAS TAX	FY 19/20 Adopted	FY 20/21 Projected	FY 21/22 Projected	FY 22/23 Projected	FY 23/24 Projected	FY 24/25 - FY 28/29 Projected	Estimated Total Cost
<b>Department Total</b>	<b>\$ 400,000</b>	<b>\$ 405,000</b>	<b>\$ 550,000</b>	<b>\$ 250,000</b>	<b>\$ 250,000</b>	<b>\$1,250,000</b>	<b>\$3,105,000</b>
<b>SOURCE OF FUNDS</b>							
Local Option Gas Tax Fund (105)	400,000	405,000	550,000	250,000	250,000	1,250,000	3,105,000

Items denoted with an "**F**" are funded in the FY 2019-20 Adopted Budget.

CIP forms are included for all capital improvement projects (CIP) funded in the current year. Forms are not required for capital outlay requests.

# Ten Year CIP

## Local Option Gas Tax Fund (105)

### CAPITAL IMPROVEMENT PROGRAM DETAIL

<b>Project Name:</b>	Annual Road Resurfacing	<b>Project #:</b>	RESURF
<b>Department:</b>	Public Works		
<b>Location:</b>	City Wide	<b>Priority:</b>	High
<b>Strategic Goal:</b>	Mobility and Transportation		
<b>Objective:</b>	Evaluate the City's roadway system through pavement condition analysis		

#### DESCRIPTION/JUSTIFICATION

A regular program of road resurfacing is necessary to prevent City-maintained roads from rapid deterioration. The Pavement Management System is designed to treat arterials and residential streets in the worst conditions along with preventative maintenance measures to treat roadways in good to fair condition. This approach is proven to be the most efficient and cost-effective in pavement management and one which will have a lasting effect on the City. The strategy is to eliminate the roadways in poor condition. After that time, a moderate preventative maintenance program will be implemented to keep all the roadways in the City in fair or better conditions.

#### PROJECT EXPENDITURES/FUNDING SOURCES

Project Costs	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 25-29	Total
Engineering & Design	-	-	-	-	-	-	-	-
Construction	-	200,000	250,000	250,000	250,000	250,000	1,250,000	2,450,000
Other	-	-	-	-	-	-	-	-
<b>Total Project Costs</b>	<b>\$ -</b>	<b>\$ 200,000</b>	<b>\$ 250,000</b>	<b>\$ 250,000</b>	<b>\$ 250,000</b>	<b>\$ 250,000</b>	<b>\$ 1,250,000</b>	<b>\$ 2,450,000</b>
Source of Funds	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 25-29	Total
Local Option Gas Tax Fund (105)	-	200,000	250,000	250,000	250,000	250,000	1,250,000	2,450,000
New Debt	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-
<b>Total Project Revenues</b>	<b>\$ -</b>	<b>\$ 200,000</b>	<b>\$ 250,000</b>	<b>\$ 250,000</b>	<b>\$ 250,000</b>	<b>\$ 250,000</b>	<b>\$ 1,250,000</b>	<b>\$ 2,450,000</b>

#### OPERATIONAL IMPACT

No additional operating impact costs are expected related to this project.

Operational Impact	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 25-29	Total
Additional Revenues:								
Charges for Services	-	-	-	-	-	-	-	-
Other Revenues	-	-	-	-	-	-	-	-
Less Expenditures:								
Personnel	-	-	-	-	-	-	-	-
Operating	-	-	-	-	-	-	-	-
Non-operating	-	-	-	-	-	-	-	-
<b>Net Operating Impact</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

# Ten Year CIP

## Local Option Gas Tax Fund (105)

### CAPITAL IMPROVEMENT PROGRAM DETAIL

<b>Project Name:</b>	Lockwood Road Bridge Repair	<b>Project #:</b>	
<b>Department:</b>	Public Works		
<b>Location:</b>	Lockwood Road	<b>Priority:</b>	High
<b>Strategic Goal:</b>	Mobility and Transportation		
<b>Objective:</b>	Develop connectivity for all types of vehicles and for pedestrians		

#### DESCRIPTION/JUSTIFICATION

FDOT annual bridge inspection determined need for miscellaneous bridge maintenance repairs.

#### PROJECT EXPENDITURES/FUNDING SOURCES

<b>Project Costs</b>	<b>Prior Years</b>	<b>FY 19/20</b>	<b>FY 20/21</b>	<b>FY 21/22</b>	<b>FY 22/23</b>	<b>FY 23/24</b>	<b>FY 25-29</b>	<b>Total</b>
Engineering & Design	50,000	-	-	-	-	-	-	-
Construction	-	200,000	-	-	-	-	-	200,000
Other	-	-	-	-	-	-	-	-
<b>Total Project Costs</b>	<b>\$ 50,000</b>	<b>\$ 200,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 200,000</b>
<b>Source of Funds</b>	<b>Prior Years</b>	<b>FY 19/20</b>	<b>FY 20/21</b>	<b>FY 21/22</b>	<b>FY 22/23</b>	<b>FY 23/24</b>	<b>FY 25-29</b>	<b>Total</b>
Local Option Gas Tax Fund (105)	50,000	200,000	-	-	-	-	-	200,000
New Debt	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-
<b>Total Project Revenues</b>	<b>\$ 50,000</b>	<b>\$ 200,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 200,000</b>

#### OPERATIONAL IMPACT

Annual Roadway Maintenance and staff time.

<b>Operational Impact</b>	<b>Prior Years</b>	<b>FY 19/20</b>	<b>FY 20/21</b>	<b>FY 21/22</b>	<b>FY 22/23</b>	<b>FY 23/24</b>	<b>FY 25-29</b>	<b>Total</b>
<b>Additional Revenues:</b>								
Charges for Services	-	-	-	-	-	-	-	-
Other Revenues	-	-	-	-	-	-	-	-
<b>Less Expenditures:</b>								
Personnel	-	500	500	500	500	500	2,500	5,000
Operating	-	1,000	1,000	1,000	1,000	1,000	5,000	10,000
Non-operating	-	-	-	-	-	-	-	-
<b>Net Operating Impact</b>	<b>\$ -</b>	<b>\$ 1,500</b>	<b>\$ 1,500</b>	<b>\$ 1,500</b>	<b>\$ 1,500</b>	<b>\$ 1,500</b>	<b>\$ 7,500</b>	<b>\$ 15,000</b>

# Ten Year CIP

## Vehicle Replacement Fund (302)

VEHICLE REPLACEMENT FUND	FY 19/20 Adopted	FY 20/21 Projected	FY 21/22 Projected	FY 22/23 Projected	FY 23/24 Projected	FY 24/25 - FY 28/29 Projected	Estimated Total Cost
<b>Department Total</b>	<b>\$1,321,870</b>	<b>\$2,789,000</b>	<b>\$1,090,000</b>	<b>\$1,135,000</b>	<b>\$1,595,500</b>	<b>\$5,354,380</b>	<b>\$ 13,285,750</b>
<b>CIP</b>							
Code Enforcement	-	-	-	-	-	-	-
<b>F</b> Fire	473,000	1,438,000	467,000	680,000	1,065,000	1,910,880	6,033,880
Fleet	-	-	-	-	-	33,000	33,000
Information Technology	-	31,000	-	-	-	-	31,000
<b>F</b> Police	361,000	644,000	334,000	346,000	304,500	1,876,460	3,865,960
<b>F</b> Public Works	157,000	418,000	104,000	-	145,000	917,540	1,741,540
<b>F</b> Recreation and Parks	330,870	258,000	185,000	109,000	81,000	616,500	1,580,370

VEHICLE REPLACEMENT FUND	FY 19/20 Adopted	FY 20/21 Projected	FY 21/22 Projected	FY 22/23 Projected	FY 23/24 Projected	FY 24/25 - FY 28/29 Projected	Estimated Total Cost
<b>Department Total</b>	<b>\$1,321,870</b>	<b>\$2,789,000</b>	<b>\$1,090,000</b>	<b>\$1,135,000</b>	<b>\$1,595,500</b>	<b>\$5,354,380</b>	<b>\$ 13,285,750</b>
<b>SOURCE OF FUNDS</b>							
Vehicle Replacement Fund (302)	1,321,870	2,789,000	1,090,000	1,135,000	1,595,500	5,354,380	13,285,750

Items denoted with an "**F**" are funded in the FY 2019-20 Adopted Budget.

CIP forms are included for all capital improvement projects (CIP) funded in the current year. Forms are not required for capital outlay requests.

# Ten Year CIP

## Vehicle Replacement Fund (302)

### CAPITAL IMPROVEMENT PROGRAM DETAIL

<b>Project Name:</b>	<b>Fire Vehicle / Equipment Replacement</b>
<b>Fiscal Year:</b>	2019/20
<b>Priority:</b>	Low
<b>Department:</b>	Fire
<b>Division:</b>	Fire

DESCRIPTION/JUSTIFICATION							
Annual fleet replacement program. The following vehicles/equipment will be replaced in the upcoming fiscal year:							
Year	Division	Fleet #	Year	Make	Model	Est. Mileage	Est. Cost
FY 2019/20	2201	5482	1997	Ford	F350	55,000	\$ 58,000
	2201	4039/R44	2008	Freightliner*	Rescue Unit		375,000
	2202	TBD	2019	New Fire Inspector Vehicle			40,000
						Total:	\$ 473,000

\* The equipment will be purchased and then turned into a lease.

PROJECT EXPENDITURES/FUNDING SOURCES								
Project Costs	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 25-29	Total
Engineering & Design	-	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-	-
Purchase	-	473,000	1,438,000	467,000	680,000	1,065,000	1,910,880	6,033,880
<b>Total Project Costs</b>	<b>\$ -</b>	<b>\$ 473,000</b>	<b>\$ 1,438,000</b>	<b>\$ 467,000</b>	<b>\$ 680,000</b>	<b>\$ 1,065,000</b>	<b>\$ 1,910,880</b>	<b>\$ 6,033,880</b>
Source of Funds	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 25-29	Total
Veh replacement Fund (302)	-	473,000	1,438,000	467,000	680,000	1,065,000	1,910,880	6,033,880
New Debt	-	-	-	-	-	-	-	-
<b>Total Project Revenues</b>	<b>\$ -</b>	<b>\$ 473,000</b>	<b>\$ 1,438,000</b>	<b>\$ 467,000</b>	<b>\$ 680,000</b>	<b>\$ 1,065,000</b>	<b>\$ 1,910,880</b>	<b>\$ 6,033,880</b>

OPERATIONAL IMPACT								
The City strives to replace vehicles every five to seven years. There should be no increase in operating costs to the budget for the replacement vehicles as the operating costs already exist in the budget. There will be an increase in operating costs for the new Police Officer vehicle for annual maintenance and fuel expenses.								
Operational Impact	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 25-29	Total
Additional Revenues:								
Charges for Services	-	-	-	-	-	-	-	-
Other Revenues	-	-	-	-	-	-	-	-
Less Expenditures:								
Personnel	-	-	-	-	-	-	-	-
Operating	-	1,500	1,500	1,500	2,000	2,000	10,000	18,500
Non-operating	-	-	-	-	-	-	-	-
<b>Net Operating Impact</b>	<b>\$ -</b>	<b>\$ 1,500</b>	<b>\$ 1,500</b>	<b>\$ 1,500</b>	<b>\$ 2,000</b>	<b>\$ 2,000</b>	<b>\$ 10,000</b>	<b>\$ 18,500</b>

# Ten Year CIP

## Vehicle Replacement Fund (302)

### CAPITAL IMPROVEMENT PROGRAM DETAIL

<b>Project Name:</b> Police Vehicle / Equipment Replacement	
<b>Fiscal Year:</b>	2019/20
<b>Priority:</b>	Low
<b>Department:</b>	Police
<b>Division:</b>	Police

DESCRIPTION/JUSTIFICATION							
Annual fleet replacement program. The following vehicles/equipment will be replaced in the upcoming fiscal year:							
Year	Division	Fleet #	Year	Make	Model	Est. Mileage	Est. Cost
FY 2019/20	2101	PD105	2006	Chevy	Impala U	85,000	\$ 39,000
	2101	PD101	2006	Chevy	Impala M	105,000	43,000
	2101	PD115	2007	Chevy	Impala M	103,000	43,000
	2101	PD112	2007	Chevy	Impala M	92,000	43,000
	2101	PD129	2009	Chevy	Impala M	98,000	43,000
	2101	TBD	2019	New Police Officer Vehicle			40,000
				Replacement Radios			110,000
	Total:						\$ 361,000

PROJECT EXPENDITURES/FUNDING SOURCES								
Project Costs	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 25-29	Total
Engineering & Design	-	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-	-
Purchase	-	361,000	644,000	334,000	346,000	304,500	1,876,460	3,865,960
<b>Total Project Costs</b>	<b>\$ -</b>	<b>\$ 361,000</b>	<b>\$ 644,000</b>	<b>\$ 334,000</b>	<b>\$ 346,000</b>	<b>\$ 304,500</b>	<b>\$ 1,876,460</b>	<b>\$ 3,865,960</b>
Source of Funds	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 25-29	Total
Veh replacement Fund (302)	-	361,000	644,000	334,000	346,000	304,500	1,876,460	3,865,960
New Debt	-	-	-	-	-	-	-	-
<b>Total Project Revenues</b>	<b>\$ -</b>	<b>\$ 361,000</b>	<b>\$ 644,000</b>	<b>\$ 334,000</b>	<b>\$ 346,000</b>	<b>\$ 304,500</b>	<b>\$ 1,876,460</b>	<b>\$ 3,865,960</b>

OPERATIONAL IMPACT								
The City strives to replace vehicles every five to seven years. There should be no increase in operating costs to the budget for the replacement vehicles as the operating costs already exist in the budget. There will be an increase in operating costs for the new Police Officer vehicle for annual maintenance and fuel expenses.								
Operational Impact	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 25-29	Total
Additional Revenues:								
Charges for Services	-	-	-	-	-	-	-	-
Other Revenues	-	-	-	-	-	-	-	-
Less Expenditures:								
Personnel	-	-	-	-	-	-	-	-
Operating	-	2,000	2,000	2,500	2,500	2,500	12,500	24,000
Non-operating	-	-	-	-	-	-	-	-
<b>Net Operating Impact</b>	<b>\$ -</b>	<b>\$ 2,000</b>	<b>\$ 2,000</b>	<b>\$ 2,500</b>	<b>\$ 2,500</b>	<b>\$ 2,500</b>	<b>\$ 12,500</b>	<b>\$ 24,000</b>

# Ten Year CIP

## Vehicle Replacement Fund (302)

### CAPITAL IMPROVEMENT PROGRAM DETAIL

<b>Project Name:</b>	<b>Public Works Vehicle / Equipment Replacement</b>
<b>Fiscal Year:</b>	2019/20
<b>Priority:</b>	Low
<b>Department:</b>	Public Works
<b>Division:</b>	Public Works

DESCRIPTION/JUSTIFICATION							
Annual fleet replacement program. The following vehicles/equipment will be replaced in the upcoming fiscal year:							
Year	Division	Fleet #	Year	Make	Model	Est. Mileage	Est. Cost
FY 2019/20	4107	3951	2008	Ford	F-350 Utility	92,000	\$ 45,000
	4107	3980	2008	Ford	F-550 Dump	100,000	72,000
	4107	TBD	2019	New Dump Truck*			40,000
						Total:	\$ 157,000
*The cost for the new Dump Truck will be shared between General Fund and Vehicle Replacement Fund (407).							

PROJECT EXPENDITURES/FUNDING SOURCES								
Project Costs	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 25-29	Total
Engineering & Design	-	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-	-
Purchase	-	157,000	418,000	104,000	-	145,000	917,540	1,741,540
<b>Total Project Costs</b>	<b>\$ -</b>	<b>\$ 157,000</b>	<b>\$ 418,000</b>	<b>\$ 104,000</b>	<b>\$ -</b>	<b>\$ 145,000</b>	<b>\$ 917,540</b>	<b>\$ 1,741,540</b>
Source of Funds	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 25-29	Total
Veh replacement Fund (302)	-	157,000	418,000	104,000	-	145,000	917,540	1,741,540
New Debt	-	-	-	-	-	-	-	-
<b>Total Project Revenues</b>	<b>\$ -</b>	<b>\$ 157,000</b>	<b>\$ 418,000</b>	<b>\$ 104,000</b>	<b>\$ -</b>	<b>\$ 145,000</b>	<b>\$ 917,540</b>	<b>\$ 1,741,540</b>

OPERATIONAL IMPACT								
The City strives to replace vehicles every five to seven years. There should be no increase in operating costs to the budget for the replacement vehicles as the operating costs already exist in the budget. There will be an increase in operating costs for the new Dump Truck for annual maintenance and fuel expenses. The cost will be shared between General Fund, Utilities and Stormwater Fund.								
Operational Impact	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 25-29	Total
Additional Revenues:								
Charges for Services	-	-	-	-	-	-	-	-
Other Revenues	-	-	-	-	-	-	-	-
Less Expenditures:								
Personnel	-	-	-	-	-	-	-	-
Operating	-	500	500	500	500	500	2,500	5,000
Non-operating	-	-	-	-	-	-	-	-
<b>Net Operating Impact</b>	<b>\$ -</b>	<b>\$ 500</b>	<b>\$ 500</b>	<b>\$ 500</b>	<b>\$ 500</b>	<b>\$ 500</b>	<b>\$ 2,500</b>	<b>\$ 5,000</b>

# Ten Year CIP

## Vehicle Replacement Fund (302)

### CAPITAL IMPROVEMENT PROGRAM DETAIL

<b>Project Name:</b>	<b>Recreation and Parks Vehicle / Equipment Replacement</b>
<b>Fiscal Year:</b>	2019/20
<b>Priority:</b>	Low
<b>Department:</b>	Recreation and Parks Department
<b>Division:</b>	Athletic Field & Park Maintenance

DESCRIPTION/JUSTIFICATION							
Annual fleet replacement program. The following vehicles/equipment will be replaced in the upcoming fiscal year:							
Year	Division	Fleet #	Year	Make	Model	Est. Mileage	Est. Cost
FY 2019/20	7204	1020	2005	Ford	F-250	82,000	\$ 32,000
	7204	1021	2005	Ford	F-250	95,000	32,000
	7204	TBD	2019	Toro	Reelmaster 5510-D - Two (2)*	0	119,255
	7204	TBD	2019	Toro	Workman HD*	0	\$ 21,386
	7204	TBD	2019	Toro	Workman GTX w Bench - Four (4)*	0	\$ 35,600
	7204	TBD	2019	Toro	Sand Pro 5040 Mid-Mount ASM*	0	\$ 23,360
	7204	TBD	2019	Toro	Sand Pro 5040 QAS Edger*	0	\$ 25,860
	7204	TBD	2019	Toro	Workman HDX*	0	\$ 41,409
Total:						\$	330,870

\* The equipment will be purchased and then turned into a lease.

PROJECT EXPENDITURES/FUNDING SOURCES								
Project Costs	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 25-29	Total
Engineering & Design	-	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-	-
Purchase	-	330,870	258,000	185,000	109,000	81,000	616,500	1,580,370
<b>Total Project Costs</b>	<b>\$ -</b>	<b>\$ 330,870</b>	<b>\$ 258,000</b>	<b>\$ 185,000</b>	<b>\$ 109,000</b>	<b>\$ 81,000</b>	<b>\$ 616,500</b>	<b>\$ 1,580,370</b>
Source of Funds	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 25-29	Total
Veh replacement Fund (302)	-	330,870	258,000	185,000	109,000	81,000	616,500	1,580,370
New Debt	-	-	-	-	-	-	-	-
<b>Total Project Revenues</b>	<b>\$ -</b>	<b>\$ 330,870</b>	<b>\$ 258,000</b>	<b>\$ 185,000</b>	<b>\$ 109,000</b>	<b>\$ 81,000</b>	<b>\$ 616,500</b>	<b>\$ 1,580,370</b>

OPERATIONAL IMPACT								
The City strives to replace vehicles every five to seven years. There should be no increase in operating costs to the budget for the replacement vehicles as the operating costs already exist in the budget.								
Operational Impact	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 25-29	Total
Additional Revenues:								
Charges for Services	-	-	-	-	-	-	-	-
Other Revenues	-	-	-	-	-	-	-	-
Less Expenditures:								
Personnel	-	-	-	-	-	-	-	-
Operating	-	-	-	-	-	-	-	-
Non-operating	-	-	-	-	-	-	-	-
<b>Net Operating Impact</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

# Ten Year CIP

## 3<sup>rd</sup> Generation Sales Tax Fund (304)

3RD GENERATION SALES TAX	FY 19/20 Adopted	FY 20/21 Projected	FY 21/22 Projected	FY 22/23 Projected	FY 23/24 Projected	FY 24/25 - FY 28/29 Projected	Estimated Total Cost
<b>Department Total</b>	<b>\$4,500,000</b>	<b>\$1,600,000</b>	<b>\$1,600,000</b>	<b>\$1,100,000</b>	<b>\$1,100,000</b>	<b>\$1,100,000</b>	<b>\$ 11,000,000</b>
<b>CIP</b>							
<i>F</i> Annual Sidewalk and Curbing Maint.	100,000	100,000	100,000	100,000	100,000	100,000	600,000
<i>F</i> Annual Road Resurfacing	400,000	500,000	500,000	500,000	500,000	500,000	2,900,000
<i>F</i> SR426/CR419 Phase II	1,500,000	-	-	-	-	-	1,500,000
<i>F</i> Geneva Drive Re-alignmment	1,500,000	-	-	-	-	-	1,500,000
MHR Access Mngt and Op Improvements	-	1,000,000	1,000,000	500,000	500,000	500,000	3,500,000
<i>F</i> Regional Stormwater Pond	1,000,000	-	-	-	-	-	1,000,000
	-	-	-	-	-	-	-

3RD GENERATION SALES TAX	FY 19/20 Adopted	FY 20/21 Projected	FY 21/22 Projected	FY 22/23 Projected	FY 23/24 Projected	FY 24/25 - FY 28/29 Projected	Estimated Total Cost
<b>Department Total</b>	<b>\$4,500,000</b>	<b>\$1,600,000</b>	<b>\$1,600,000</b>	<b>\$1,100,000</b>	<b>\$1,100,000</b>	<b>\$1,100,000</b>	<b>\$ 11,000,000</b>
<b>SOURCE OF FUNDS</b>							
Seminole County/Transportation (SC)	-	-	-	-	-	-	-
Third Generation Sales Tax (304)	4,500,000	1,600,000	1,600,000	1,100,000	1,100,000	1,100,000	11,000,000

Items denoted with an "*F*" are funded in the FY 2019-20 Adopted Budget.

CIP forms are included for all capital improvement projects (CIP) funded in the current year. Forms are not required for capital outlay requests.

# Ten Year CIP

## 3<sup>rd</sup> Generation Sales Tax Fund (304)

### CAPITAL IMPROVEMENT PROGRAM DETAIL

<b>Project Name:</b>	Annual sidewalk and curbing maintenance	<b>Project #:</b>	
<b>Department:</b>	Public Works		
<b>Location:</b>	City-wide	<b>Priority:</b>	High
<b>Strategic Goal:</b>	Mobility and Transportation		
<b>Objective:</b>	Develop connectivity for all types of vehicles and pedestrians		

#### DESCRIPTION/JUSTIFICATION

This funding is used to augment the efforts of Public Works crews and increase the number of repairs made annually and reduce the number of trip hazards. In addition, the construction of new sidewalks as listed below is to connect existing pedestrian walkways and improve connectivity throughout the City. Annual sidewalk maintenance is required to remove trip and fall hazards throughout the City. Curbing maintenance is required to replace settled or tree root damaged curbing which can upset normal drainage and cause standing water within the roadway. New sidewalks are also necessary to provide safe pedestrian pathways throughout the City as areas are identified.

#### PROJECT EXPENDITURES/FUNDING SOURCES

Project Costs	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 25-29	Total
Engineering & Design	-	-	-	-	-	-	-	-
Construction	-	100,000	100,000	100,000	100,000	100,000	100,000	600,000
Other	-	-	-	-	-	-	-	-
<i>Total Project Costs</i>	<i>\$ -</i>	<i>\$ 100,000</i>	<i>\$ 100,000</i>	<i>\$ 100,000</i>	<i>\$ 100,000</i>	<i>\$ 100,000</i>	<i>\$ 100,000</i>	<i>\$ 600,000</i>
Source of Funds	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 25-29	Total
3rd Gen Sales Tax Fund (304)	-	100,000	100,000	100,000	100,000	100,000	100,000	600,000
New Debt	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-
<i>Total Project Revenues</i>	<i>\$ -</i>	<i>\$ 100,000</i>	<i>\$ 100,000</i>	<i>\$ 100,000</i>	<i>\$ 100,000</i>	<i>\$ 100,000</i>	<i>\$ 100,000</i>	<i>\$ 600,000</i>

#### OPERATIONAL IMPACT

No additional operating impact costs are expected related to this project.

Operational Impact	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 25-29	Total
Additional Revenues:								
Charges for Services	-	-	-	-	-	-	-	-
Other Revenues	-	-	-	-	-	-	-	-
Less Expenditures:								
Personnel	-	-	-	-	-	-	-	-
Operating	-	-	-	-	-	-	-	-
Non-operating	-	-	-	-	-	-	-	-
<i>Net Operating Impact</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>

# Ten Year CIP

## 3<sup>rd</sup> Generation Sales Tax Fund (304)

### CAPITAL IMPROVEMENT PROGRAM DETAIL

<b>Project Name:</b>	Annual Road Resurfacing	<b>Project #:</b>	RESURF
<b>Department:</b>	Public Works		
<b>Location:</b>	City-wide	<b>Priority:</b>	Low
<b>Strategic Goal:</b>	Mobility and Transportation		
<b>Objective:</b>	Evaluate the City's roadway system through pavement condition analysis		

#### DESCRIPTION/JUSTIFICATION

In January 2008, the City's pavement management consultant, Infrastructure Management Systems (IMS), Inc., performed an inventory of the pavement condition for all the streets in the City. The pavement condition inventory includes an inspection for each block of roadway, including the measurement of cracks, weathering and other distresses. Based on this evaluation, a numerical value was assigned to each street reflecting the overall condition of the roadway. This index is called the Pavement Condition Index (PCI). The PCI index is an objective rating method based on the measurements of the quantity and severity of each distress type that is present in the pavement. The PCI is a numerical indicator that divides the condition rating into 7 main categories from Excellent to Very Poor. A regular program of road resurfacing is necessary to prevent City-maintained roads from rapid deterioration. The Pavement Management System is designed to treat arterials and residential streets in the worst conditions along with preventative maintenance measures to treat roadways in good to fair condition. This approach is proven to be the most efficient and cost-effective in pavement management and one which will have a lasting effect on the City. The strategy is to eliminate the roadways in poor condition. After that time, a moderate preventative maintenance program will be implemented to keep all the roadways in the City in fair or better conditions.

#### PROJECT EXPENDITURES/FUNDING SOURCES

Project Costs	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 25-29	Total
Engineering & Design	-	-	-	-	-	-	-	-
Construction	-	400,000	500,000	500,000	500,000	500,000	500,000	2,900,000
Other	-	-	-	-	-	-	-	-
<b>Total Project Costs</b>	<b>\$ -</b>	<b>\$ 400,000</b>	<b>\$ 500,000</b>	<b>\$ 500,000</b>	<b>\$ 500,000</b>	<b>\$ 500,000</b>	<b>\$ 500,000</b>	<b>\$ 2,900,000</b>
Source of Funds	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 25-29	Total
3rd Gen Sales Tax Fund (304)	-	400,000	500,000	500,000	500,000	500,000	500,000	2,900,000
New Debt	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-
<b>Total Project Revenues</b>	<b>\$ -</b>	<b>\$ 400,000</b>	<b>\$ 500,000</b>	<b>\$ 500,000</b>	<b>\$ 500,000</b>	<b>\$ 500,000</b>	<b>\$ 500,000</b>	<b>\$ 2,900,000</b>

#### OPERATIONAL IMPACT

No additional operating impact costs are expected related to this project.

Operational Impact	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 25-29	Total
Additional Revenues:								
Charges for Services	-	-	-	-	-	-	-	-
Other Revenues	-	-	-	-	-	-	-	-
Less Expenditures:								
Personnel	-	-	-	-	-	-	-	-
Operating	-	-	-	-	-	-	-	-
Non-operating	-	-	-	-	-	-	-	-
<b>Net Operating Impact</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

# Ten Year CIP

## 3<sup>rd</sup> Generation Sales Tax Fund (304)

### CAPITAL IMPROVEMENT PROGRAM DETAIL

<b>Project Name:</b>	SR426/CR419 Phase II Widening	<b>Project #:</b>	17-001
<b>Department:</b>	Public Works		
<b>Location:</b>	SR426/CR419 Phase II Widening	<b>Priority:</b>	High
<b>Strategic Goal:</b>	Mobility and Transportation		
<b>Objective:</b>	Widen SR426/CR419 Phase 2 road widening project		

#### DESCRIPTION/JUSTIFICATION

This is an FDOT project. The City is providing funding for landscape and hardscape improvements throughout the SR426 and CR419 Phase 2 widening corridor from Pine Street to Avenue B. FDOT requires funding in advance in order to escrow all project costs prior to bidding. Construction of the project is currently scheduled for FY2020/21. Funding is anticipated to be required in FY 2019/20. \$2,000,000 is budgeted in Utilities (Fund 401) for Utility relocates related to this project.

#### PROJECT EXPENDITURES/FUNDING SOURCES

Project Costs	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 25-29	Total
Engineering & Design	-	-	-	-	-	-	-	-
Construction	-	1,500,000	-	-	-	-	-	1,500,000
Other	-	-	-	-	-	-	-	-
<b>Total Project Costs</b>	<b>\$ -</b>	<b>\$ 1,500,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,500,000</b>
Source of Funds	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 25-29	Total
3rd Gen Sales Tax Fund (304)	-	1,500,000	-	-	-	-	-	1,500,000
New Debt	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-
<b>Total Project Revenues</b>	<b>\$ -</b>	<b>\$ 1,500,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,500,000</b>

#### OPERATIONAL IMPACT

Annual road maintenance and staff time.								
Operational Impact	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 25-29	Total
Additional Revenues:								
Charges for Services	-	-	-	-	-	-	-	-
Other Revenues	-	-	-	-	-	-	-	-
Less Expenditures:								
Personnel	-	-	1,000	1,000	1,000	1,000	5,000	9,000
Operating	-	-	1,000	1,000	1,000	1,000	5,000	9,000
Non-operating	-	-	-	-	-	-	-	-
<b>Net Operating Impact</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,000</b>	<b>\$ 2,000</b>	<b>\$ 2,000</b>	<b>\$ 2,000</b>	<b>\$ 10,000</b>	<b>\$ 18,000</b>

# Ten Year CIP

## 3<sup>rd</sup> Generation Sales Tax Fund (304)

### CAPITAL IMPROVEMENT PROGRAM DETAIL

<b>Project Name:</b>	Geneva Drive Realignment	<b>Project #:</b>	PW1907
<b>Department:</b>	Public Works		
<b>Location:</b>	Geneva Drive	<b>Priority:</b>	High
<b>Strategic Goal:</b>	Mobility and Transportation		
<b>Objective:</b>	Develop connectivity for all types of vehicles and pedestrians		

DESCRIPTION/JUSTIFICATION
Realignment of Geneva Drive to intersection with the widened section of County Road 419. Includes signalization of new intersection. The State Road 426/County Road 419 Phase 1 widening project will disconnect the existing connection of Geneva Drive and County Road 419. This project provides a new future signalized intersection connection with Geneva Drive and County Road 419.

PROJECT EXPENDITURES/FUNDING SOURCES								
Project Costs	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 25-29	Total
Engineering & Design	117,086	-	-	-	-	-	-	117,086
Construction	-	1,500,000	-	-	-	-	-	1,500,000
Other	-	-	-	-	-	-	-	-
<b>Total Project Costs</b>	<b>\$ 117,086</b>	<b>\$ 1,500,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,617,086</b>
Source of Funds	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 25-29	Total
3rd Gen Sales Tax Fund (304)	117,086	1,500,000	-	-	-	-	-	1,617,086
New Debt	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-
<b>Total Project Revenues</b>	<b>\$ 117,086</b>	<b>\$ 1,500,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,617,086</b>

OPERATIONAL IMPACT								
Annual road maintenance and staff time.								
Operational Impact	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 25-29	Total
Additional Revenues:								
Charges for Services	-	-	-	-	-	-	-	-
Other Revenues	-	-	-	-	-	-	-	-
Less Expenditures:								
Personnel	-	-	1,000	1,000	1,000	1,000	5,000	9,000
Operating	-	-	1,000	1,000	1,000	1,000	5,000	9,000
Non-operating	-	-	-	-	-	-	-	-
<b>Net Operating Impact</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,000</b>	<b>\$ 2,000</b>	<b>\$ 2,000</b>	<b>\$ 2,000</b>	<b>\$ 10,000</b>	<b>\$ 18,000</b>

# Ten Year CIP

## 3<sup>rd</sup> Generation Sales Tax Fund (304)

### CAPITAL IMPROVEMENT PROGRAM DETAIL

<b>Project Name:</b>	Regional Stormwater Pond	<b>Project #:</b>	14-016
<b>Department:</b>	Public Works		
<b>Location:</b>	Historic Commercial District	<b>Priority:</b>	High
<b>Strategic Goal:</b>	Natural and Built Systems		
<b>Objective:</b>	Provide adequate stormwater conveyance		

DESCRIPTION/JUSTIFICATION
This would allow development of a historic commercial district where space would not normally allow an extensive building square footage. The development of a communal commercial treatment pond would allow local business owners to purchase credit to convey and treat the drainage from their properties via the Regional Stormwater Pond.

PROJECT EXPENDITURES/FUNDING SOURCES								
Project Costs	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 25-29	Total
Engineering & Design	-	-	-	-	-	-	-	-
Construction	2,500,000	1,000,000	-	-	-	-	-	1,000,000
Other	-	-	-	-	-	-	-	-
<b>Total Project Costs</b>	<b>\$ 2,500,000</b>	<b>\$ 1,000,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,000,000</b>
Source of Funds	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 25-29	Total
3rd Gen Sales Tax Fund (304)	-	1,000,000	-	-	-	-	-	1,000,000
New Debt	-	-	-	-	-	-	-	-
Shared Seminole County Fund:	-	-	-	-	-	-	-	-
<b>Total Project Revenues</b>	<b>\$ -</b>	<b>\$ 1,000,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,000,000</b>

OPERATIONAL IMPACT								
Operating budget impacts include annual stormwater pond maintenance.								
Operational Impact	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 25-29	Total
Additional Revenues:								
Charges for Services	-	-	-	-	-	-	-	-
Other Revenues	-	-	-	-	-	-	-	-
Less Expenditures:								
Personnel	-	-	-	-	-	-	-	-
Operating	-	5,000	5,000	5,000	5,000	5,000	25,000	50,000
Non-operating	-	-	-	-	-	-	-	-
<b>Net Operating Impact</b>	<b>\$ -</b>	<b>\$ 5,000</b>	<b>\$ 5,000</b>	<b>\$ 5,000</b>	<b>\$ 5,000</b>	<b>\$ 5,000</b>	<b>\$ 25,000</b>	<b>\$ 50,000</b>

# Ten Year CIP

## Information Technology Fund (320)

TECHNOLOGY REPLACEMENT	FY 19/20 Adopted	FY 20/21 Projected	FY 21/22 Projected	FY 22/23 Projected	FY 23/24 Projected	FY 24/25 - FY 28/29 Projected	Estimated Total Cost
<b>Department Total</b>	<b>\$ 249,982</b>	<b>\$ 441,532</b>	<b>\$ 215,000</b>	<b>\$ 301,000</b>	<b>\$ 165,000</b>	<b>\$ 550,000</b>	<b>\$1,922,514</b>
<b>CAPITAL OUTLAY</b>							
<i>F</i> Desktop computer replacement	75,000	75,000	75,000	75,000	75,000	300,000	675,000
<i>F</i> Dell server replacement	21,000	12,000	60,000	-	-	-	93,000
<i>F</i> Desktop phone replacement	2,000	2,000	-	-	-	-	4,000
<i>F</i> Network Infrastructure	28,000	-	80,000	46,000	30,000	-	184,000
<i>F</i> Thin Client replacement	3,000	-	-	-	-	-	3,000
Toughbook replacement	-	-	-	180,000	-	180,000	360,000
<i>F</i> Eaton UPS Capacity pack	4,000	-	-	-	-	-	4,000
<i>F</i> Cisco Wireless Controller replacement	3,500	-	-	-	-	-	3,500
<i>F</i> Smartboard for City Hall 2nd Floor	7,500	-	-	-	-	-	7,500
<i>F</i> Site Secure Access Control Gym	20,000	-	-	-	-	-	20,000
Monument sign replacement - Rec	-	50,000	-	-	-	-	50,000
Text message archiving -Admin	-	21,500	-	-	-	-	21,500
Cultural Center A/V - OOTP	-	35,000	-	-	-	-	35,000
City Hall Council Chambers screens	-	10,000	-	-	-	-	10,000
<i>F</i> Monitor replacement	14,000	-	-	-	-	-	14,000
<i>F</i> Access points	6,000	-	-	-	-	-	6,000
<i>F</i> Site Secure Access control - PD	25,000	-	-	-	-	-	25,000
Data Center battery replacement	-	5,000	-	-	-	-	5,000
Firewall replacement	-	-	-	-	-	10,000	10,000
Nexgen replacement	-	-	-	-	60,000	60,000	120,000
Fusion payroll interface - HR	-	8,000	-	-	-	-	8,000
Pro 2200 Roll Fiche Scanning - Clerk	-	8,032	-	-	-	-	8,032
Quatred inventory management - Fleet	-	15,000	-	-	-	-	15,000
Electronic Interface - Dev Svcs	-	200,000	-	-	-	-	200,000
<i>F</i> Smartboard for Annex 1st Fl-Dev Serv	10,000	-	-	-	-	-	10,000
<i>F</i> Smartboard for Annex 2nd Fl-Dev Serv	7,500	-	-	-	-	-	7,500
<i>F</i> Tyco Upgrades	13,500	-	-	-	-	-	13,500
<i>F</i> Civic Plus	9,982	-	-	-	-	-	9,982

TECHNOLOGY REPLACEMENT	FY 19/20 Adopted	FY 20/21 Projected	FY 21/22 Projected	FY 22/23 Projected	FY 23/24 Projected	FY 24/25 - FY 28/29 Projected	Estimated Total Cost
<b>Department Total</b>	<b>\$ 249,982</b>	<b>\$ 441,532</b>	<b>\$ 215,000</b>	<b>\$ 301,000</b>	<b>\$ 165,000</b>	<b>\$ 550,000</b>	<b>\$1,922,514</b>
<b>SOURCE OF FUNDS</b>							
General Fund (001)	-	-	-	-	-	-	-
Technology Replacement Fund (320)	249,982	441,532	215,000	301,000	165,000	550,000	1,922,514

Items denoted with an "*F*" are funded in the FY 2019-20 Adopted Budget.

CIP forms are included for all capital improvement projects (CIP) funded in the current year. Forms are not required for capital outlay requests.

# Ten Year CIP

## Utility Funds (401-409)

UTILITIES	FY 19/20 Adopted	FY 20/21 Projected	FY 21/22 Projected	FY 22/23 Projected	FY 23/24 Projected	FY 24/25 - FY 28/29 Projected	Estimated Total Cost
<b>Department Total</b>	<b>\$6,404,228</b>	<b>\$5,667,000</b>	<b>\$3,712,859</b>	<b>\$1,275,000</b>	<b>\$5,666,747</b>	<b>\$8,537,440</b>	<b>\$ 31,263,274</b>
<b>CIP-Admin (401)</b>							
Waverlee Woods/Kingsbridge East							
<b>F</b> Reclaimed Interconnect	305,000	-	-	-	-	-	305,000
Twin Rivers Retrofit Phase I	-	265,000	2,383,859	-	-	-	2,648,859
Twin Rivers Retrofit Phase II	-	-	-	-	1,620,905	-	1,620,905
Riverside Reclaimed Retrofit	-	-	-	-	2,608,842	-	2,608,842
<b>F</b> SR426 Phase II widening at CR419	2,000,000	-	-	-	-	-	2,000,000
OSC Reclaimed Water Extension	-	300,000	-	-	-	-	300,000
<b>F</b> WMHWTF Improvements 2018	1,100,000	-	-	-	-	-	1,100,000
<b>F</b> Public Works Complex Phase III	100,000	1,500,000	-	-	-	-	1,600,000
<b>F</b> Upgrade SCADA Equip-Water Plant	72,872	-	-	-	-	-	72,872
<b>F</b> Upgrade SCADA Equip-Wastewater	51,856	-	-	-	-	-	51,856
<b>F</b> Lockwood Master Lift Station Rehab/Repl	150,000	1,100,000	-	-	-	-	1,250,000
<b>F</b> OWRF Building Renovations	200,000	-	-	-	-	-	200,000
<b>F</b> WMHWTF-America's Water Infrastructure Act	50,000	50,000	-	-	-	-	100,000
<b>CIP-R and R (406)</b>							
<b>F</b> Renewal and Replacement	1,969,500	1,665,000	1,140,000	1,190,000	1,140,000	5,850,000	12,954,500
<b>CIP-Vehicles (407)</b>							
<b>F</b> Vehicle Replacement (Utilities)	295,000	162,000	114,000	10,000	222,000	812,440	1,615,440
<b>CIP-Water Impact (408)</b>							
SR426 Phase III widening at CR419	-	-	-	-	-	1,500,000	1,500,000
<b>CIP-Sewer Impact (409)</b>							
Reroute Master LS to OWRF	-	550,000	-	-	-	-	550,000
<b>Capital Outlay</b>							
New Water Meters	110,000	75,000	75,000	75,000	75,000	375,000	785,000
	-	-	-	-	-	-	-

UTILITIES	FY 19/20 Adopted	FY 20/21 Projected	FY 21/22 Projected	FY 22/23 Projected	FY 23/24 Projected	FY 24/25 - FY 28/29 Projected	Estimated Total Cost
<b>Department Total</b>	<b>\$6,404,228</b>	<b>\$5,667,000</b>	<b>\$3,712,859</b>	<b>\$1,275,000</b>	<b>\$5,666,747</b>	<b>\$8,537,440</b>	<b>\$ 31,263,274</b>
<b>SOURCE OF FUNDS</b>							
Water and Sewer Utility (401)	4,029,728	3,215,000	2,383,859	-	4,229,747	-	13,858,334
Renewal and Replacement (406)	1,969,500	1,665,000	1,140,000	1,190,000	1,140,000	5,850,000	12,954,500
Vehicle Replacement Fund (407)	295,000	162,000	114,000	10,000	222,000	812,440	1,615,440
Water Impact Fee Fund (408)	110,000	75,000	75,000	75,000	75,000	1,875,000	2,285,000
Sewer Impact Fee Fund (409)	-	550,000	-	-	-	-	550,000

Items denoted with an "**F**" are funded in the FY 2019-20 Adopted Budget.

CIP forms are included for all capital improvement projects (CIP) funded in the current year. Forms are not required for capital outlay requests.

# Ten Year CIP

## Utility Funds (401-409)

### CAPITAL IMPROVEMENT PROGRAM DETAIL

<b>Project Name:</b>	Waverlee Woods/Kingsbridge East reclaimed interconnect	<b>Project #:</b>	
<b>Department:</b>	Reclaimed		
<b>Location:</b>	Waverlee Woods/Kingsbridge East	<b>Priority:</b>	High
<b>Strategic Goal:</b>	Natural and Build Systems		
<b>Objective:</b>	Ensure that the infrastructure meets the capacity needs of the City		

#### DESCRIPTION/JUSTIFICATION

Reclaimed system infrastructure looping connection between Waverlee Woods Subdivision and Kingsbridge East. This project will provide better operational function of the reclaimed system by looping the developments of Waverlee Woods and Kingsbridge East together.

#### PROJECT EXPENDITURES/FUNDING SOURCES

Project Costs	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 25-29	Total
Engineering & Design	-	-	-	-	-	-	-	-
Construction	-	30,000	-	-	-	-	-	30,000
Other	-	275,000	-	-	-	-	-	275,000
<i>Total Project Costs</i>	\$ -	\$ 305,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 305,000
Source of Funds	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 25-29	Total
Water and Sewer Fund (401)	-	305,000	-	-	-	-	-	305,000
Renewal & Repl Fund (406)	-	-	-	-	-	-	-	-
Vehicle Repl Fund (407)	-	-	-	-	-	-	-	-
Water Impact Fee Fund (408)	-	-	-	-	-	-	-	-
Sewer Impact Fee Fund (409)	-	-	-	-	-	-	-	-
New Debt	-	-	-	-	-	-	-	-
<i>Total Project Revenues</i>	\$ -	\$ 305,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 305,000

#### OPERATIONAL IMPACT

No additional operating impact costs are expected related to this project.

Operational Impact	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 25-29	Total
Additional Revenues:								
Charges for Services	-	-	-	-	-	-	-	-
Other Revenues	-	-	-	-	-	-	-	-
Less Expenditures:								
Personnel	-	-	-	-	-	-	-	-
Operating	-	-	-	-	-	-	-	-
Non-operating	-	-	-	-	-	-	-	-
<i>Net Operating Impact</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

# Ten Year CIP

## Utility Funds (401-409)

### CAPITAL IMPROVEMENT PROGRAM DETAIL

<b>Project Name:</b>	Water Infrastructure Expansion - SR426/CR419 Phase II widening	<b>Project #:</b>	17-001
<b>Department:</b>	Utilities		
<b>Location:</b>	SR426/CR419	<b>Priority:</b>	Low
<b>Strategic Goal:</b>	Natural and Built Systems		
<b>Objective:</b>	Ensure that the infrastructure meets the capacity needs of the City		

DESCRIPTION/JUSTIFICATION
Water Main upgrade and installation to coincide with roadway widening. Per the City's potable water master plan, staff has coordinated the design and installation of a new potable water main along State Road 426 to coincide with the anticipated roadway widening. Pre-payment will be required to FDOT to escrow funds for roadway expansion project. Payment is due in April 2020.

PROJECT EXPENDITURES/FUNDING SOURCES								
Project Costs	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 25-29	Total
Engineering & Design	-	-	-	-	-	-	-	-
Construction	-	2,000,000	-	-	-	-	-	2,000,000
Other	-	-	-	-	-	-	-	-
<b>Total Project Costs</b>	<b>\$ -</b>	<b>\$ 2,000,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,000,000</b>
Source of Funds	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 25-29	Total
Water and Sewer Fund (401)	-	2,000,000	-	-	-	-	-	2,000,000
Renewal & Repl Fund (406)	-	-	-	-	-	-	-	-
Vehicle Repl Fund (407)	-	-	-	-	-	-	-	-
Water Impact Fee Fund (408)	-	-	-	-	-	-	-	-
Sewer Impact Fee Fund (409)	-	-	-	-	-	-	-	-
New Debt	-	-	-	-	-	-	-	-
<b>Total Project Revenues</b>	<b>\$ -</b>	<b>\$ 2,000,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,000,000</b>

OPERATIONAL IMPACT								
No additional operating impact costs are expected related to this project.								
Operational Impact	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 25-29	Total
Additional Revenues:								
Charges for Services	-	-	-	-	-	-	-	-
Other Revenues	-	-	-	-	-	-	-	-
Less Expenditures:								
Personnel	-	-	-	-	-	-	-	-
Operating	-	-	-	-	-	-	-	-
Non-operating	-	-	-	-	-	-	-	-
<b>Net Operating Impact</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

# Ten Year CIP

## Utility Funds (401-409)

### CAPITAL IMPROVEMENT PROGRAM DETAIL

<b>Project Name:</b>	West Mitchell Hammock Water Treat Plant Improvements 2018	<b>Project #:</b>	PW1903
<b>Department:</b>	Utilities		
<b>Location:</b>	West Mitchell Hammock Water Treatment Facility	<b>Priority:</b>	Low
<b>Strategic Goal:</b>	Natural and Built Systems		
<b>Objective:</b>	Enhance water treatment while optimizing disinfection and maximizing use of existing storage tank		

DESCRIPTION/JUSTIFICATION
The project includes improvements to the West Mitchell Hammock Road Water Treatment Plant that will optimize disinfection of the drinking water by adding a downstream large (36-inch) pipe. The improvement will also provide needed modifications to the existing power distribution system, including a new 600kw generator. The improvements are identified in the Clearwell Improvements Report prepared by CPH and will maximize the use of the existing 2.5 MGD ground storage tank and the plant's permitted capacity.

PROJECT EXPENDITURES/FUNDING SOURCES								
Project Costs	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 25-29	Total
Engineering & Design	91,182	-	-	-	-	-	-	91,182
Construction	-	1,100,000	-	-	-	-	-	1,100,000
Other	-	-	-	-	-	-	-	-
<b>Total Project Costs</b>	<b>\$ 91,182</b>	<b>\$ 1,100,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,191,182</b>
Source of Funds	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 25-29	Total
Water and Sewer Fund (401)	-	1,100,000	-	-	-	-	-	1,100,000
Renewal & Repl Fund (406)	-	-	-	-	-	-	-	-
Vehicle Repl Fund (407)	-	-	-	-	-	-	-	-
Water Impact Fee Fund (408)	91,182	-	-	-	-	-	-	91,182
Sewer Impact Fee Fund (409)	-	-	-	-	-	-	-	-
New Debt	-	-	-	-	-	-	-	-
<b>Total Project Revenues</b>	<b>\$ 91,182</b>	<b>\$ 1,100,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,191,182</b>

OPERATIONAL IMPACT								
No additional operating impact costs are expected related to this project.								
Operational Impact	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 25-29	Total
Additional Revenues:								
Charges for Services	-	-	-	-	-	-	-	-
Other Revenues	-	-	-	-	-	-	-	-
Less Expenditures:								
Personnel	-	-	-	-	-	-	-	-
Operating	-	-	-	-	-	-	-	-
Non-operating	-	-	-	-	-	-	-	-
<b>Net Operating Impact</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

# Ten Year CIP

## Utility Funds (401-409)

### CAPITAL IMPROVEMENT PROGRAM DETAIL

<b>Project Name:</b>	Public Works Complex Phase III	<b>Project #:</b>	
<b>Department:</b>	Public Works	<b>Priority:</b>	Low
<b>Location:</b>	Evans Street		
<b>Strategic Goal:</b>	Natural and Built Systems		
<b>Objective:</b>	Ensure that the infrastructure meets the capacity needs of the City		

DESCRIPTION/JUSTIFICATION
With the continued demands on the City's infrastructure through both internal and external development and population growth, the Department has reached another critical need for additional facilities to provide professional office space and to address storage needs. Phase 3 was defined as a future building for operations' office, support and storage; plus, fleet facilities and supporting infrastructure to be initiated depending on City requirements. The fleet component was addressed in 2011 with a renovation of the existing Public Works Operations facility which upgraded the City's fleet maintenance facility. To affect the initial planning of Phase 3, staff prepared and budgeted for an evaluation and design in Fiscal Year 2019-2020. Construction of Phase 3 is anticipated for Fiscal Year 2020-21, but not confirmed at this time.

PROJECT EXPENDITURES/FUNDING SOURCES								
Project Costs	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 25-29	Total
Engineering & Design	-	100,000	-	-	-	-	-	100,000
Construction	-	-	1,500,000	-	-	-	-	1,500,000
Other	-	-	-	-	-	-	-	-
<b>Total Project Costs</b>	<b>\$ -</b>	<b>\$ 100,000</b>	<b>\$ 1,500,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,600,000</b>
Source of Funds	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 25-29	Total
Water and Sewer Fund (401)	-	100,000	1,500,000	-	-	-	-	1,600,000
Renewal & Repl Fund (406)	-	-	-	-	-	-	-	-
Vehicle Repl Fund (407)	-	-	-	-	-	-	-	-
Water Impact Fee Fund (408)	-	-	-	-	-	-	-	-
Sewer Impact Fee Fund (409)	-	-	-	-	-	-	-	-
New Debt	-	-	-	-	-	-	-	-
<b>Total Project Revenues</b>	<b>\$ -</b>	<b>\$ 100,000</b>	<b>\$ 1,500,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,600,000</b>

OPERATIONAL IMPACT								
No additional operating impact costs are expected related to this project.								
Operational Impact	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 25-29	Total
Additional Revenues:								
Charges for Services	-	-	-	-	-	-	-	-
Other Revenues	-	-	-	-	-	-	-	-
Less Expenditures:								
Personnel	-	-	-	-	-	-	-	-
Operating	-	-	-	-	-	-	-	-
Non-operating	-	-	-	-	-	-	-	-
<b>Net Operating Impact</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

# Ten Year CIP

## Utility Funds (401-409)

### CAPITAL IMPROVEMENT PROGRAM DETAIL

<b>Project Name:</b>	Upgrade SCADA Equipment at the Water Plant	<b>Project #:</b>	
<b>Department:</b>	Utilities		
<b>Location:</b>	Water Plant	<b>Priority:</b>	High
<b>Strategic Goal:</b>	Safety and Security		
<b>Objective:</b>	Maintain up-to-date equipment and appropriate facilities		

#### DESCRIPTION/JUSTIFICATION

The City of Oviedo Water Plant currently uses Yokogawa Centum VP R5 to control plant operations. This version uses workstations that have Microsoft Windows 7 as the operating system. Microsoft has decided in the near future to stop supporting this version of operating system. To be able to use Microsoft Windows 10, the City of Oviedo has to upgrade Yokogawa Centum VP R6. Currently security patches are made to the computers as part of the LCA maintenance agreement. When Windows 7 is no longer supported there will be no patches available. The computers are on the internet so operators can log on and make adjustments in the evening when there are no operators at the plant. This makes having the correct security patches critical so the system is not compromised. The following is included and needed for the upgrade: Upgrade software and licenses to R6; 6 R6 bus cards for workstation communication; Upgrade for Win 911 call out system; 7 new Window 10 Computers, 6 for the Centum VP control system and 1 for the Win 911 system and Complete Engineering and Installation of the upgrades.

#### PROJECT EXPENDITURES/FUNDING SOURCES

<b>Project Costs</b>	<b>Prior Years</b>	<b>FY 19/20</b>	<b>FY 20/21</b>	<b>FY 21/22</b>	<b>FY 22/23</b>	<b>FY 23/24</b>	<b>FY 25-29</b>	<b>Total</b>
Engineering & Design	-	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-	-
Other	-	72,872	-	-	-	-	-	72,872
<b>Total Project Costs</b>	<b>\$ -</b>	<b>\$ 72,872</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 72,872</b>

<b>Source of Funds</b>	<b>Prior Years</b>	<b>FY 19/20</b>	<b>FY 20/21</b>	<b>FY 21/22</b>	<b>FY 22/23</b>	<b>FY 23/24</b>	<b>FY 25-29</b>	<b>Total</b>
Water and Sewer Fund (401)	-	72,872	-	-	-	-	-	72,872
Renewal & Repl Fund (406)	-	-	-	-	-	-	-	-
Vehicle Repl Fund (407)	-	-	-	-	-	-	-	-
Water Impact Fee Fund (408)	-	-	-	-	-	-	-	-
Sewer Impact Fee Fund (409)	-	-	-	-	-	-	-	-
New Debt	-	-	-	-	-	-	-	-
<b>Total Project Revenues</b>	<b>\$ -</b>	<b>\$ 72,872</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 72,872</b>

#### OPERATIONAL IMPACT

No additional operating impact costs are expected related to this project.

<b>Operational Impact</b>	<b>Prior Years</b>	<b>FY 19/20</b>	<b>FY 20/21</b>	<b>FY 21/22</b>	<b>FY 22/23</b>	<b>FY 23/24</b>	<b>FY 25-29</b>	<b>Total</b>
<b>Additional Revenues:</b>								
Charges for Services	-	-	-	-	-	-	-	-
Other Revenues	-	-	-	-	-	-	-	-
<b>Less Expenditures:</b>								
Personnel	-	-	-	-	-	-	-	-
Operating	-	-	-	-	-	-	-	-
Non-operating	-	-	-	-	-	-	-	-
<b>Net Operating Impact</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

# Ten Year CIP

## Utility Funds (401-409)

### CAPITAL IMPROVEMENT PROGRAM DETAIL

<b>Project Name:</b>	Upgrade SCADA Equipment at the Wastewater Treatment Plant	<b>Project #:</b>	
<b>Department:</b>	Utilities		
<b>Location:</b>	Wastewater Treatment Plant	<b>Priority:</b>	High
<b>Strategic Goal:</b>	Safety and Security		
<b>Objective:</b>	Maintain up-to-date equipment and appropriate facilities		

#### DESCRIPTION/JUSTIFICATION

The City of Oviedo Waste Water Plant currently uses Yokogawa Centum VP R5 to control plant operations. This version uses workstations that have Microsoft Windows 7 as the operating system. Microsoft has decided in the near future to stop supporting this version of operating system. To be able to use Microsoft Windows 10, the City of Oviedo has to upgrade Yokogawa Centum VP R6. Currently security patches are made to the computers as part of the LCA maintenance agreement. When Windows 7 is no longer supported there will be no patches available. The computers are on the internet so operators can log on and make adjustments in the evening when there are no operators at the plant. This makes having the correct security patches critical so the system is not compromised. The following is included and needed for the upgrade: Upgrade software and licenses to R6; 2 R6 bus cards for workstation communication; Upgrade for Win 911 call out system; 3 new Window 10 Computers, 2 for the Centum VP control system and 1 for the Win 911 system and Complete Engineering and Installation of the upgrades.

#### PROJECT EXPENDITURES/FUNDING SOURCES

Project Costs	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 25-29	Total
Engineering & Design	-	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-	-
Other	-	51,856	-	-	-	-	-	51,856
<b>Total Project Costs</b>	<b>\$ -</b>	<b>\$ 51,856</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 51,856</b>
Source of Funds	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 25-29	Total
Water and Sewer Fund (401)	-	51,856	-	-	-	-	-	51,856
Renewal & Repl Fund (406)	-	-	-	-	-	-	-	-
Vehicle Repl Fund (407)	-	-	-	-	-	-	-	-
Water Impact Fee Fund (408)	-	-	-	-	-	-	-	-
Sewer Impact Fee Fund (409)	-	-	-	-	-	-	-	-
New Debt	-	-	-	-	-	-	-	-
<b>Total Project Revenues</b>	<b>\$ -</b>	<b>\$ 51,856</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 51,856</b>

#### OPERATIONAL IMPACT

No additional operating impact costs are expected related to this project.

Operational Impact	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 25-29	Total
<b>Additional Revenues:</b>								
Charges for Services	-	-	-	-	-	-	-	-
Other Revenues	-	-	-	-	-	-	-	-
<b>Less Expenditures:</b>								
Personnel	-	-	-	-	-	-	-	-
Operating	-	-	-	-	-	-	-	-
Non-operating	-	-	-	-	-	-	-	-
<b>Net Operating Impact</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

# Ten Year CIP

## Utility Funds (401-409)

### CAPITAL IMPROVEMENT PROGRAM DETAIL

<b>Project Name:</b>	Lockwood Master Lift Station Rehab/Replacement	<b>Project #:</b>	PW1906
<b>Department:</b>	Public Works Utilities		
<b>Location:</b>		<b>Priority:</b>	Low
<b>Strategic Goal:</b>	Natural and Built Systems		
<b>Objective:</b>	Ensure that the infrastructure meets the capacity needs of the City		

### DESCRIPTION/JUSTIFICATION

This project is to evaluate the Lockwood Master Lift Station and the related downstream conveyance system in order to determine necessary improvements, address various operational challenges, including a lack of station performance, excess run times, excess wet well levels and excessive utilization of backup pump on a routine basis. Based on the evaluation a replacement may be necessary.

### PROJECT EXPENDITURES/FUNDING SOURCES

Project Costs	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 25-29	Total
Engineering & Design	-	150,000	-	-	-	-	-	150,000
Construction	-	-	1,100,000	-	-	-	-	1,100,000
Other	-	-	-	-	-	-	-	-
<b>Total Project Costs</b>	<b>\$ -</b>	<b>\$ 150,000</b>	<b>\$ 1,100,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,250,000</b>
Source of Funds	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 25-29	Total
Water and Sewer Fund (401)	-	150,000	1,100,000	-	-	-	-	1,250,000
Renewal & Repl Fund (406)	-	-	-	-	-	-	-	-
Vehicle Repl Fund (407)	-	-	-	-	-	-	-	-
Water Impact Fee Fund (408)	-	-	-	-	-	-	-	-
Sewer Impact Fee Fund (409)	-	-	-	-	-	-	-	-
New Debt	-	-	-	-	-	-	-	-
<b>Total Project Revenues</b>	<b>\$ -</b>	<b>\$ 150,000</b>	<b>\$ 1,100,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,250,000</b>

### OPERATIONAL IMPACT

No additional operating impact costs are expected related to this project.

Operational Impact	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 25-29	Total
Additional Revenues:								
Charges for Services	-	-	-	-	-	-	-	-
Other Revenues	-	-	-	-	-	-	-	-
Less Expenditures:								
Personnel	-	-	-	-	-	-	-	-
Operating	-	-	-	-	-	-	-	-
Non-operating	-	-	-	-	-	-	-	-
<b>Net Operating Impact</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

# Ten Year CIP

## Utility Funds (401-409)

### CAPITAL IMPROVEMENT PROGRAM DETAIL

<b>Project Name:</b>	OWRF Building Renovations	<b>Project #:</b>	PW1909
<b>Department:</b>	Public Works Utilities		
<b>Location:</b>	Oviedo Water Reclamation Facility	<b>Priority:</b>	Low
<b>Strategic Goal:</b>	Natural and Built Systems		
<b>Objective:</b>	Construct or modify city facilities to be sustainable within budgetary constraints		

#### DESCRIPTION/JUSTIFICATION

This project includes the design of the planned OWRF building expansion to include staff offices. Currently the entire building has been built-out to include electrical control equipment, testing lab, and scada controls, not allowing any space to meet to discuss operational, safety, or planning needs. The current space is very loud and not conducive to perform administration functions.

#### PROJECT EXPENDITURES/FUNDING SOURCES

<b>Project Costs</b>	<b>Prior Years</b>	<b>FY 19/20</b>	<b>FY 20/21</b>	<b>FY 21/22</b>	<b>FY 22/23</b>	<b>FY 23/24</b>	<b>FY 25-29</b>	<b>Total</b>
Engineering & Design	-	-	-	-	-	-	-	-
Construction	-	200,000	-	-	-	-	-	200,000
Other	-	-	-	-	-	-	-	-
<b>Total Project Costs</b>	<b>\$ -</b>	<b>\$ 200,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 200,000</b>

<b>Source of Funds</b>	<b>Prior Years</b>	<b>FY 19/20</b>	<b>FY 20/21</b>	<b>FY 21/22</b>	<b>FY 22/23</b>	<b>FY 23/24</b>	<b>FY 25-29</b>	<b>Total</b>
Water and Sewer Fund (401)	-	200,000	-	-	-	-	-	200,000
Renewal & Repl Fund (406)	-	-	-	-	-	-	-	-
Vehicle Repl Fund (407)	-	-	-	-	-	-	-	-
Water Impact Fee Fund (408)	-	-	-	-	-	-	-	-
Sewer Impact Fee Fund (409)	-	-	-	-	-	-	-	-
New Debt	-	-	-	-	-	-	-	-
<b>Total Project Revenues</b>	<b>\$ -</b>	<b>\$ 200,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 200,000</b>

#### OPERATIONAL IMPACT

Increase in utility expenses due to increased space.

<b>Operational Impact</b>	<b>Prior Years</b>	<b>FY 19/20</b>	<b>FY 20/21</b>	<b>FY 21/22</b>	<b>FY 22/23</b>	<b>FY 23/24</b>	<b>FY 25-29</b>	<b>Total</b>
<b>Additional Revenues:</b>								
Charges for Services	-	-	-	-	-	-	-	-
Other Revenues	-	-	-	-	-	-	-	-
<b>Less Expenditures:</b>								
Personnel	-	-	-	-	-	-	-	-
Operating	-	500	500	500	500	500	2,500	5,000
Non-operating	-	-	-	-	-	-	-	-
<b>Net Operating Impact</b>	<b>\$ -</b>	<b>\$ 500</b>	<b>\$ 500</b>	<b>\$ 500</b>	<b>\$ 500</b>	<b>\$ 500</b>	<b>\$ 2,500</b>	<b>\$ 5,000</b>

# Ten Year CIP

## Utility Funds (401-409)

### CAPITAL IMPROVEMENT PROGRAM DETAIL

<b>Project Name:</b>	WMHWTF-America's Water Infrastructure Act	<b>Project #:</b>	
<b>Department:</b>	Public Works Utilities		
<b>Location:</b>	WMH Water Treatment Facility	<b>Priority:</b>	Low
<b>Strategic Goal:</b>	Natural and Built Systems		
<b>Objective:</b>	Continue and strengthen environmental protection measures and programs		

#### DESCRIPTION/JUSTIFICATION

AWIA was passed into law in October 2018 requiring water systems serving more than 3,300 population to conduct a Risk and Resilience Assessment (RRA) and an Emergency Response Plan (ERP). The RRA and ERP are to be submitted to Environmental Protection Agency (EPA) by 6/2021 and 12/2021, respectively.

#### PROJECT EXPENDITURES/FUNDING SOURCES

<b>Project Costs</b>	<b>Prior Years</b>	<b>FY 19/20</b>	<b>FY 20/21</b>	<b>FY 21/22</b>	<b>FY 22/23</b>	<b>FY 23/24</b>	<b>FY 25-29</b>	<b>Total</b>
Engineering & Design	-	50,000	50,000	-	-	-	-	100,000
Construction	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-
<b>Total Project Costs</b>	<b>\$ -</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 100,000</b>

<b>Source of Funds</b>	<b>Prior Years</b>	<b>FY 19/20</b>	<b>FY 20/21</b>	<b>FY 21/22</b>	<b>FY 22/23</b>	<b>FY 23/24</b>	<b>FY 25-29</b>	<b>Total</b>
Water and Sewer Fund (401)	-	50,000	50,000	-	-	-	-	100,000
Renewal & Repl Fund (406)	-	-	-	-	-	-	-	-
Vehicle Repl Fund (407)	-	-	-	-	-	-	-	-
Water Impact Fee Fund (408)	-	-	-	-	-	-	-	-
Sewer Impact Fee Fund (409)	-	-	-	-	-	-	-	-
New Debt	-	-	-	-	-	-	-	-
<b>Total Project Revenues</b>	<b>\$ -</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 100,000</b>

#### OPERATIONAL IMPACT

No additional operating impact costs are expected related to this project.

<b>Operational Impact</b>	<b>Prior Years</b>	<b>FY 19/20</b>	<b>FY 20/21</b>	<b>FY 21/22</b>	<b>FY 22/23</b>	<b>FY 23/24</b>	<b>FY 25-29</b>	<b>Total</b>
<b>Additional Revenues:</b>								
Charges for Services	-	-	-	-	-	-	-	-
Other Revenues	-	-	-	-	-	-	-	-
<b>Less Expenditures:</b>								
Personnel	-	-	-	-	-	-	-	-
Operating	-	-	-	-	-	-	-	-
Non-operating	-	-	-	-	-	-	-	-
<b>Net Operating Impact</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

# Ten Year CIP

## Utility Funds (401-409)

### CAPITAL IMPROVEMENT PROGRAM DETAIL

<b>Project Name:</b>	Renewal and Replacement	<b>Project #:</b>	
<b>Department:</b>	Utilities		
<b>Location:</b>	City-wide	<b>Priority:</b>	Low
<b>Strategic Goal:</b>	Natural and Built Systems		
<b>Objective:</b>	Ensure the infrastructure meets the capacity needs of the City.		

DESCRIPTION/JUSTIFICATION
R&R includes anticipated annual renewal and replacement based on experience or useful life evaluation. Also includes monies for repair or replacement of infrastructure and equipment that is currently in good working order, but in window failure.
The list of specific improvements is attached. Annually occurring items like replacement meters and lift station pump and motor replacements are shown as continuing known annual cost projections.

PROJECT EXPENDITURES/FUNDING SOURCES								
Project Costs	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 25-29	Total
Engineering & Design	-	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-	-
Other	-	1,969,500	1,665,000	1,140,000	1,190,000	1,140,000	5,850,000	12,954,500
<i>Total Project Costs</i>	<i>\$ -</i>	<i>\$ 1,969,500</i>	<i>\$ 1,665,000</i>	<i>\$ 1,140,000</i>	<i>\$ 1,190,000</i>	<i>\$ 1,140,000</i>	<i>\$ 5,850,000</i>	<i>\$ 12,954,500</i>
Source of Funds	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 25-29	Total
Water and Sewer Fund (401)	-	-	-	-	-	-	-	-
Renewal & Repl Fund (406)	-	1,969,500	1,665,000	1,140,000	1,190,000	1,140,000	5,850,000	12,954,500
Vehicle Repl Fund (407)	-	-	-	-	-	-	-	-
Water Impact Fee Fund (408)	-	-	-	-	-	-	-	-
Sewer Impact Fee Fund (409)	-	-	-	-	-	-	-	-
New Debt	-	-	-	-	-	-	-	-
<i>Total Project Revenues</i>	<i>\$ -</i>	<i>\$ 1,969,500</i>	<i>\$ 1,665,000</i>	<i>\$ 1,140,000</i>	<i>\$ 1,190,000</i>	<i>\$ 1,140,000</i>	<i>\$ 5,850,000</i>	<i>\$ 12,954,500</i>

OPERATIONAL IMPACT								
No additional operating impact costs are expected related to this project.								
Operational Impact	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 25-29	Total
Additional Revenues:								
Charges for Services	-	-	-	-	-	-	-	-
Other Revenues	-	-	-	-	-	-	-	-
Less Expenditures:								
Personnel	-	-	-	-	-	-	-	-
Operating	-	-	-	-	-	-	-	-
Non-operating	-	-	-	-	-	-	-	-
<i>Net Operating Impact</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>

# Ten Year CIP

## Utility Funds (401-409)

### Renewal and Replacement Details

<b><u>Distribution System (406-3303)</u></b>	<b><u>2019/20</u></b>	<b><u>2020/21</u></b>	<b><u>2021/22</u></b>	<b><u>2022/23</u></b>	<b><u>2023/24</u></b>	<b><u>2025/29</u></b>	<b><u>Total</u></b>
Fire Hydrant repair/maintenance	25,000	25,000	25,000	25,000	25,000	125,000	250,000
Commercial meter maint/replacemen	50,000	50,000	50,000	50,000	50,000	250,000	500,000
Residential meter maint/replacement	75,000	75,000	75,000	75,000	75,000	375,000	750,000
Sentinal Water Monitoring Enhancem	25,000	25,000	25,000	25,000	25,000	125,000	250,000
Boxes and Fittings	50,000	50,000	50,000	50,000	50,000	250,000	500,000
Valve Hot Taps	40,000	40,000	40,000	40,000	40,000	200,000	400,000
General Repair and Maintenance	70,000	70,000	70,000	70,000	70,000	350,000	700,000
Total	335,000	335,000	335,000	335,000	335,000	1,675,000	3,350,000
<b><u>Water Plant (406-3302)</u></b>							
Painting pipes	25,000	25,000	25,000	25,000	25,000	125,000	250,000
Rehab/Paint Wells	55,000	55,000	55,000	55,000	55,000	275,000	550,000
General repair and maintenance	65,000	65,000	65,000	65,000	65,000	325,000	650,000
Total	145,000	145,000	145,000	145,000	145,000	725,000	1,450,000
<b><u>Wastewater System (406-3501)</u></b>							
Rebuild LS Control & Piping	115,000	115,000	115,000	115,000	115,000	575,000	1,150,000
Lockwood Master LS Rehab/Repl.	-	-	-	-	-	-	-
Bypass Pumps	80,000	75,000	-	-	-	-	155,000
L/S motor, pump and valve replacem	90,000	90,000	90,000	90,000	90,000	450,000	900,000
Manhole Rehab	110,000	35,000	35,000	35,000	35,000	175,000	425,000
Generator	75,000	-	-	-	-	-	75,000
General repair and maintenance	100,000	75,000	75,000	75,000	75,000	375,000	775,000
Total	570,000	390,000	315,000	315,000	315,000	1,575,000	3,480,000
<b><u>Wastewater Plant (406-3503)</u></b>							
General repair and maintenance	110,000	110,000	110,000	110,000	110,000	550,000	1,100,000
Welding & painting of pipes & tanks	45,000	45,000	45,000	45,000	45,000	225,000	450,000
Reuse Pumping Station VFD Repl.	-	15,000	-	15,000	-	45,000	75,000
Treatment Train Rehab	400,000	400,000	-	-	-	-	800,000
L/S motor, pump and valve replacem	165,000	90,000	90,000	90,000	90,000	450,000	975,000
Lift Station Rehab	-	35,000	-	35,000	-	105,000	175,000
Blower Repair/Replacement	25,000	25,000	25,000	25,000	25,000	125,000	250,000
GST #1 Tank Cover Replacement	99,500	-	-	-	-	-	99,500
Bypass pumping for critical repump	75,000	75,000	75,000	75,000	75,000	375,000	750,000
Total	919,500	795,000	345,000	395,000	345,000	1,875,000	4,674,500
Total	1,969,500	1,665,000	1,140,000	1,190,000	1,140,000	5,850,000	12,954,500

# Ten Year CIP

## Vehicle Replacement Fund – Water and Sewer Utility (407)

### CAPITAL IMPROVEMENT PROGRAM DETAIL

<b>Project Name:</b>	<b>Water and Sewer Utility Vehicle Replacement</b>
<b>Fiscal Year:</b>	2019/20
<b>Priority:</b>	Low
<b>Department:</b>	Public Utilities
<b>Division:</b>	Public Utilities

DESCRIPTION/JUSTIFICATION							
Annual fleet replacement program. The following vehicles/equipment will be replaced in the upcoming fiscal year:							
Year	Division	Fleet #	Year	Make	Model	Est. Mileage	Est. Cost
FY 2019/20	3501	902	2005	Ford	F-250 Utility	95,000	\$ 72,000
	3303	3950	2008	Ford	F-250 Utility	80,000	68,000
	3306	4015	2009	Ford	F-150	90,000	35,000
	3303	TBD	2019	New Dump Truck*			120,000
	Total:						\$ 295,000

\*The cost for the new Dump Truck will be shared between General Fund and Vehicle Replacement Fund (407).

PROJECT EXPENDITURES/FUNDING SOURCES									
Project Costs	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25-29	Total
Engineering & Design	-	-	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-	-	-
Purchase	-	295,000	162,000	114,000	10,000	222,000	141,440	812,440	1,615,440
<b>Total Project Costs</b>	<b>\$ -</b>	<b>\$ 295,000</b>	<b>\$ 162,000</b>	<b>\$ 114,000</b>	<b>\$ 10,000</b>	<b>\$ 222,000</b>	<b>\$ 141,440</b>	<b>\$ 812,440</b>	<b>\$ 1,615,440</b>
Source of Funds	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25-29	Total
Veh replacement Fund (407)	-	295,000	162,000	114,000	10,000	222,000	141,440	812,440	1,615,440
New Debt	-	-	-	-	-	-	-	-	-
<b>Total Project Revenues</b>	<b>\$ -</b>	<b>\$ 295,000</b>	<b>\$ 162,000</b>	<b>\$ 114,000</b>	<b>\$ 10,000</b>	<b>\$ 222,000</b>	<b>\$ 141,440</b>	<b>\$ 812,440</b>	<b>\$ 1,615,440</b>

OPERATIONAL IMPACT									
The City strives to replace vehicles every five to seven years. There should be no increase in operating costs to the budget for the replacement vehicles as the operating costs already exist in the budget. There will be an increase in operating costs for the new Dump Truck for annual maintenance and fuel expenses. The cost will be shared between General Fund, Utilities and Stormwater Fund.									
Operational Impact	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25-29	Total
Additional Revenues:									
Charges for Services	-	-	-	-	-	-	-	-	-
Other Revenues	-	-	-	-	-	-	-	-	-
Less Expenditures:									
Personnel	-	-	-	-	-	-	-	-	-
Operating	-	500	500	500	500	500	500	2,500	5,000
Non-operating	-	-	-	-	-	-	-	-	-
<b>Net Operating Impact</b>	<b>\$ -</b>	<b>\$ 500</b>	<b>\$ 500</b>	<b>\$ 500</b>	<b>\$ 500</b>	<b>\$ 500</b>	<b>\$ 500</b>	<b>\$ 2,500</b>	<b>\$ 5,000</b>

# Ten Year CIP

## Stormwater Fund (410)

STORMWATER	FY 19/20 Adopted	FY 20/21 Projected	FY 21/22 Projected	FY 22/23 Projected	FY 23/24 Projected	FY 24/25 - FY 28/29 Projected	Estimated Total Cost
<b>Department Total</b>	<b>\$ 715,000</b>	<b>\$1,290,000</b>	<b>\$ 513,213</b>	<b>\$ 967,188</b>	<b>\$ 800,000</b>	<b>\$2,311,840</b>	<b>\$6,597,241</b>
<b>CIP-Stormwater</b>							
Timberwood Trail Pond - Drainage	-	-	55,213	197,188	-	-	252,401
Aulin Ave North - Drainage Imprv	-	310,000	-	-	-	-	310,000
Pine Avenue - Drainage Imprv	-	-	-	60,000	500,000	-	560,000
East MHR - Drainage Imprv	-	30,000	120,000	120,000	-	-	270,000
Allendale - Drainage Imprv	-	300,000	-	-	-	-	300,000
Stormwater Master Plan	-	100,000	-	-	-	-	100,000
<b>F</b> Lake Charm Drainage Improvements	200,000	-	-	-	-	-	200,000
<b>CIP-Vehicles (407)</b>							
<b>F</b> Vehicle Replacement (Stormwater)	115,000	230,000	88,000	340,000	50,000	1,061,840	1,884,840
<b>Capital Outlay</b>							
<b>F</b> Pipe Lining	400,000	300,000	250,000	250,000	250,000	1,250,000	2,700,000
Mitchell Hammock Median	-	20,000	-	-	-	-	20,000

STORMWATER	FY 19/20 Adopted	FY 20/21 Projected	FY 21/22 Projected	FY 22/23 Projected	FY 23/24 Projected	FY 24/25 - FY 28/29 Projected	Estimated Total Cost
<b>Department Total</b>	<b>\$ 715,000</b>	<b>\$1,290,000</b>	<b>\$ 513,213</b>	<b>\$ 967,188</b>	<b>\$ 800,000</b>	<b>\$2,311,840</b>	<b>\$6,597,241</b>
<b>SOURCE OF FUNDS</b>							
Vehicle Replacement Fund (407)	115,000	230,000	88,000	340,000	50,000	1,061,840	1,884,840
Stormwater Fund (410)	600,000	1,060,000	425,213	627,188	750,000	1,250,000	4,712,401

Items denoted with an "**F**" are funded in the FY 2019-20 Adopted Budget.

CIP forms are included for all capital improvement projects (CIP) funded in the current year. Forms are not required for capital outlay requests.

# Ten Year CIP

## Stormwater Fund (410)

### CAPITAL IMPROVEMENT PROGRAM DETAIL

<b>Project Name:</b>	Lake Charm Drainage Improvements	<b>Project #:</b>	
<b>Department:</b>	Public Works Stormwater		
<b>Location:</b>	Lake Charm	<b>Priority:</b>	High
<b>Strategic Goal:</b>	Natural and Built Systems		
<b>Objective:</b>	Provide adequate stormwater conveyance		

#### DESCRIPTION/JUSTIFICATION

Lake Charm Drainage Improvement is the construction of an additional 30-inch culvert under Lake Charm Drive and minor intersection improvements at Alemany Place as identified in the Preliminary Engineering Plan.

#### PROJECT EXPENDITURES/FUNDING SOURCES

Project Costs	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 25-29	Total
Engineering & Design	20,620	-	-	-	-	-	-	-
Construction	-	200,000	-	-	-	-	-	200,000
Other	-	-	-	-	-	-	-	-
<i>Total Project Costs</i>	<i>\$ 20,620</i>	<i>\$ 200,000</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ 200,000</i>
Source of Funds	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 25-29	Total
Stormwater Fund (410)	20,620	200,000	-	-	-	-	-	200,000
New Debt	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-
<i>Total Project Revenues</i>	<i>\$ 20,620</i>	<i>\$ 200,000</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ 200,000</i>

#### OPERATIONAL IMPACT

No additional operating impact costs are expected related to this project.

Operational Impact	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 25-29	Total
Additional Revenues:								
Charges for Services	-	-	-	-	-	-	-	-
Other Revenues	-	-	-	-	-	-	-	-
Less Expenditures:								
New Personnel	-	-	-	-	-	-	-	-
Operating	-	-	-	-	-	-	-	-
Non-operating	-	-	-	-	-	-	-	-
<i>Net Operating Impact</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>

# Ten Year CIP

## Vehicle Replacement Fund (407) – Stormwater

### CAPITAL IMPROVEMENT PROGRAM DETAIL

<b>Project Name:</b>	Stormwater Fund Vehicle Replacement
<b>Fiscal Year:</b>	2019/20
<b>Priority:</b>	Low
<b>Department:</b>	Stormwater
<b>Division:</b>	Stormwater

DESCRIPTION/JUSTIFICATION							
Annual fleet replacement program. The following vehicles/equipment will be replaced in the upcoming fiscal year:							
Year	Division	Fleet #	Year	Make	Model	Est. Mileage	Est. Cost
FY 2019/20	3802	4032	2009	Ford	F-350 Utility 4x4	95,000	\$ 72,000
	3802	4031	2008	Ford	F-250 Utility 4x4	90,000	43,000
Total:							\$ 115,000

PROJECT EXPENDITURES/FUNDING SOURCES								
Project Costs	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 25-29	Total
Engineering & Design	-	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-	-
Purchase	-	115,000	230,000	88,000	340,000	50,000	1,061,840	1,884,840
<b>Total Project Costs</b>	<b>\$ -</b>	<b>\$ 115,000</b>	<b>\$ 230,000</b>	<b>\$ 88,000</b>	<b>\$ 340,000</b>	<b>\$ 50,000</b>	<b>\$ 1,061,840</b>	<b>\$ 1,884,840</b>
Source of Funds	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 25-29	Total
Veh replacement Fund (407)	-	115,000	230,000	88,000	340,000	50,000	1,061,840	1,884,840
New Debt	-	-	-	-	-	-	-	-
<b>Total Project Revenues</b>	<b>\$ -</b>	<b>\$ 115,000</b>	<b>\$ 230,000</b>	<b>\$ 88,000</b>	<b>\$ 340,000</b>	<b>\$ 50,000</b>	<b>\$ 1,061,840</b>	<b>\$ 1,884,840</b>

OPERATIONAL IMPACT								
The City strives to replace vehicles every five to seven years. There should be no increase in operating costs to the budget for the replacement vehicles as the operating costs already exist in the budget. There will be an increase in operating costs for the new Dump Truck for annual maintenance and fuel expenses. The cost will be shared between General Fund, Utilities and Stormwater Fund.								
Operational Impact	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 25-29	Total
Additional Revenues:								
Charges for Services	-	-	-	-	-	-	-	-
Other Revenues	-	-	-	-	-	-	-	-
Less Expenditures:								
Personnel	-	-	-	-	-	-	-	-
Operating	-	500	500	500	500	500	2,500	5,000
Non-operating	-	-	-	-	-	-	-	-
<b>Net Operating Impact</b>	<b>\$ -</b>	<b>\$ 500</b>	<b>\$ 500</b>	<b>\$ 500</b>	<b>\$ 500</b>	<b>\$ 500</b>	<b>\$ 2,500</b>	<b>\$ 5,000</b>

# Ten Year CIP

## Operating Impact for Capital Projects 5 Year Summary

Operating Impact for Capital Improvement Projects funded in FY 2019-20		FY 19/20 Adopted	FY 20/21 Projected	FY 21/22 Projected	FY 22/23 Projected	FY 23/24 Projected	FY 24/25 - FY 28/29 Projected	Estimated Total Cost
<b>Total</b>		<b>\$ 20,500</b>	<b>\$ 321,873</b>	<b>\$ 328,320</b>	<b>\$ 334,887</b>	<b>\$ 341,075</b>	<b>\$ 449,386</b>	<b>\$1,346,655</b>
<b>Operating Impact - Five Year</b>		<b>Long-term Operating Costs Associated</b>						
<b>CRA Fund (015)</b>								
Community Center Redevelopment	Annual operating maintenance/staff time		297,373	303,320	309,387	315,575	321,886	1,547,541
<b>Transportation Impact Fee Fund (102)</b>								
MHR/Lockwood Blvd Intersection Imp.	Annual roadway maintenance/staff time	1,500	1,500	1,500	1,500	1,500	7,500	15,000
<b>Local Option Gas Tax Fund (105)</b>								
Lockwood Road Bridge Repair	Annual roadway maintenance/staff time	1,500	1,500	1,500	1,500	1,500	7,500	15,000
<b>Vehicle Replacement Fund (302)</b>								
<b>A</b> Veh Replacement- Fire Department	Regular maintenance/Mechanic time	1,500	1,500	1,500	2,000	2,000	10,000	18,500
<b>A</b> Veh Replacement - Police Department	Regular maintenance/Mechanic time	2,000	2,000	2,500	2,500	2,500	12,500	24,000
<b>A</b> Veh Replacement - Public Works Dept.	Regular maintenance/Mechanic time	500	500	500	500	500	2,500	5,000
<b>3rd Generation Sales Tax Fund (304)</b>								
SR426/CR419 Phase II	Annual roadway maintenance/staff time	-	2,000	2,000	2,000	2,000	10,000	18,000
Geneva Drive Re-alignment	Annual roadway maintenance/staff time	-	2,000	2,000	2,000	2,000	10,000	18,000
Regional Stormwater Pond	Annual maintenance	5,000	5,000	5,000	5,000	5,000	25,000	50,000
<b>Information Technology Fund (320)</b>								
Site Secure Access Control-Gym	Security monitoring	7,000	7,000	7,000	7,000	7,000	35,000	70,000
<b>Utilities Fund (401-417)</b>								
OWRF Building Renovations	No impact to operating budget	500	500	500	500	500	2,500	5,000
<b>A</b> Vehicle Replacement (Utilities)	Regular maintenance/Mechanic time	500	500	500	500	500	2,500	5,000
<b>A</b> Vehicle Replacement (Stormwater)	Regular maintenance/Mechanic time	500	500	500	500	500	2,500	5,000
								-

**A** - Estimated life of new vehicles is 5 years, while the Fire engine is 7 years. It is projected that the reduction in operating costs associated with the vehicles which are being replaced and disposed of will help offset the increase in operating costs associated with the new vehicles noted above.

# Glossary of Budget Terms

## **ACCRUAL**

A revenue or expense which gets recognized in the accounting period where it is earned or incurred, even if it gets received or paid in a subsequent period.

## **ACTUAL**

Previously occurred, i.e., monies, which have already been used or received, as opposed to budgeted monies that are estimates of possible monies to be spent or received.

## **AD VALOREM TAX**

A tax paid on the fair market value of real property (land and buildings) and personal property (business equipment). Fair market or "just" value is determined by the County Property Appraiser as of January 1 of each year, under the guidelines of Chapter 193, Florida Statutes.

## **APPROPRIATION**

A specific amount of funds authorized by the City Council to which financial obligations and expenditures may be made.

## **ASSESSED VALUATION**

A valuation set upon real estate or personal property by the County's Property Appraiser and the State as a basis for levying taxes.

## **AUDIT**

An official inspection of the City's financial records performed by an independent certified public accountant.

## **BALANCED BUDGET**

Total estimated receipts, including balances brought forward, equal total appropriations and reserves.

## **BOND**

A written promise to pay a sum of money on a specific date at a specific interest rate as detailed in a bond ordinance.

## **BUDGET**

An estimate of probable income and expenditures for a fiscal year period, (October 1 - September 30) with a program or organizational plan for maintaining a proper balance between the two.

## **CAPITAL EXPENDITURES**

Permanent additions to the City's fixed assets which include projects such as road improvements, land acquisition, facilities and park construction or renovation, and replacement or acquisition of equipment and vehicles. Capital expenditures generally have a value of \$25,000 or more, have a minimum useful life of five years and are included in a separate capital budget plan.

## **CAPITAL OUTLAY**

Items with a per unit cost value of more than \$5,000 such as office equipment or furniture, computer hardware and similar items with a useful life of one year or more.

## **DEBT SERVICE**

Payments of annual principal and interest on long and short-term debt issues of the City.

# Glossary of Budget Terms

## **FIDUCIARY FUNDS**

Funds used to account for assets held by a governmental unit in a trustee capacity or as an agent for individuals, private organizations, other governmental units or other funds.

## **EQUITY AND POOLED CASH (NET)**

The cash position of an enterprise fund at the beginning or end of a fiscal year net of liabilities such as accounts payable, wages and contracts payable and utility customer deposits.

## **ESTIMATED REVENUES**

Annualized projections of income to be received in a fiscal year.

## **FISCAL YEAR**

The twelve-month financial period used by the City beginning October 1 and ending September 30 of the following calendar year.

## **FTE**

Full time equivalent position, which is calculated on the basis of the number of hours that a position is budgeted (i.e. 1 FTE = 2080 hours, .5 FTE = 1040 hours, .25 FTE = 520 hours).

## **FUND**

An accounting entity that has a set of self-balancing accounts and that records all financial transactions or specific activities of government functions.

## **FUND BALANCE**

Surplus of income over expenditures (i.e. prior years' surplus) within a fund that is carried over from prior years and may be appropriated in the budget to support anticipated expenditures.

## **FUND TYPES**

### **General Fund**

Accounts for most of the general operating revenues and basic operational services associated with City government. It is used to account for all financial resources, except those required to be accounted for in another fund.

### **Special Revenue Funds**

Account for the receipts from revenue sources that are legally restricted for specific activities. (i.e., Impact Fees, Local Option Gas Tax, Law Enforcement Block Grant).

### **Capital Improvement Funds**

Account for the acquisition and construction of major capital facilities. These funds are limited to accounting for the receipts and the expenditures on capital projects.

### **Debt Service Funds**

Account for the financing of general long-term debt principal and interest.

### **Enterprise Funds**

Account for operations financed and operated in a manner similar to private business enterprises. (i.e., Water/Wastewater and Stormwater)

# Glossary of Budget Terms

## **Internal Service Funds**

Account for the financing of goods and services provided by one department or agency to other departments or agencies of the governmental unit, or to other governmental units, on a cost reimbursement basis.

## **Trust and Agency Funds**

Account for assets held by a governmental unit in a trustee capacity or as an agent for individuals, private organizations, other governmental units, and/or other funds.

## **GENERAL OBLIGATION BOND (GOB)**

Also known as a “full faith and credit bond” is one of four basic forms of long term debt that pledges the general credit and taxing powers of the borrowing government jurisdiction. Since the power to levy and collect property taxes provides the basic security to these bonds, voter approval is required for issuance.

## **MILLAGE RATE**

The rate at which real and personal property is taxed, with one mill equal to \$1.00 per \$1,000 of assessed taxable value. For example, a property tax rate of 2.5 mills would mean a tax of \$2.50 per \$1,000 of assessed taxable value.

## **NASCENT**

Beginning to exist or develop.

## **OPERATING BUDGET**

That part of the City budget, which accounts for income used to support expenditures, which are annually recurring.

**OPERATING EXPENSES** Includes expenditures for goods and services, which primarily benefit the current period and are not defined as personal services or capital outlay.

## **PERSONAL SERVICES EXPENSE**

Expenses for salaries, wages, workers compensation, health/life insurance and retirement contributions provided to employees of the City.

## **PROPERTY TAX RATE**

Taxes derived from all non-exempt real and personal property located within the County. Property taxes are computed on the basis of multiplying the millage rate by the value of real or personal property expressed per thousand.

## **ROLL-BACK MILLAGE RATE**

The tax rate, which produces the same amount of taxes as, levied in the prior year when calculated against the current year's tax base exclusive of new construction.

## **TRANSFERS**

Internal movements of revenue among funds in the budget, to provide needed sources of financing or reimbursements for expenses incurred on behalf of another fund.

# Glossary of Budget Terms

**TRIM (Truth in Millage law)**

A statutory process which requires a specific (Truth in Millage) method of calculating the tax rate, form of notice to advise the public of proposed taxes for various taxing authorities, and public hearing and advertisement requirements to adopt final budgets and millage rates.

**USER FEE**

Charges for specific services rendered only to those paying such charges (i.e. water/wastewater service fees and recreational fees).