



# CITY OF OVIEDO FY 2021-22 ADOPTED BUDGET



**CITY OF OVIEDO**  
**ADOPTED ANNUAL BUDGET**  
**FOR THE 2021-22 FISCAL YEAR**  
**OCTOBER 1, 2021 THROUGH**  
**SEPTEMBER 30, 2022**



**CITY COUNCIL**

Megan Sladek

Mayor

Bob Pollack

Councilmember

Keith Britton

Councilmember

Judith Dolores Smith

Councilmember

Jeff Boddiford

Councilmember

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Bryan Cobb

City Manager

Jerry Boop

Finance Director

Kelly R. Jones

Assistant Finance Director

Nadia Todor

Financial/Management Analyst

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# CITY OF OVIEDO FLORIDA

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September 20, 2021

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

Respectfully submitted, is the FY 2021-22 Adopted Annual Budget. The total Adopted Budget for all City funds combined is \$82.87 million, a decrease of \$7,851,933 from the FY 2020-21 Adopted Budget. Exclusive of interfund transfers, the total FY 2021-22 Adopted Budget of \$72.92 million is \$3,029,693 or 3.99% less than the FY 2020-21 Adopted Budget.

### **Coronavirus:**

During FY 2019-20, the United States suffered significant economic consequences from the Coronavirus Pandemic (COVID-19). The economic and social shutdowns significantly affected the State of Florida, whose economy is largely dependent upon by tourism and the collection of consumption-based revenues such as sales taxes, a portion of which is shared with the local governments. The development of the FY 2020-21 Adopted Budget took into consideration the impacts of COVID-19. Major consumption bases revenue sources with the potential of being impacted were reduced - State Shared Revenues declined 22.14% in FY 2020-21 as compared to FY 2019-20; State Half Cent Sales Tax declined 14.13%; Local Option Gas Tax declined 15.75%; and 3<sup>rd</sup> Generation Sales Tax declined 4.14%. Fiscal uncertainty required difficult decisions in order to balance the budget. Budget-preserving measures were implemented which included: “freezing” of vacant positions; reductions in departmental spending; reduction of training and travel; delayed capital projects equipment replacement purchases; and postponement of recreational programs. Federal assistance helped to offset many of the operating costs incurred in association with the pandemic. The Coronavirus Aid, Relief, and Economic Security (CARES) Act, signed into law on March 27, 2020, provided reimbursement of \$959,120 for the City’s COVID-19 related expenses incurred in FY 2019-20 and FY 2020-21. On March 22, 2021, President Joseph R. Biden Jr. signed into law the American Rescue Plan Act of 2021 (ARPA). Allocated within this Legislation is \$362 billion in Coronavirus State and Local Fiscal Recovery direct payments to address the economic effects of COVID-19 on State, Local and Tribal Governments in the United States. The City of Oviedo will receive \$20,965,734 which will be divided into two (2) equal payments. The first allocation of \$10,482,867 has been received, and the second will occur in 2022. City staff is proactively monitoring the state of the economy to ensure that the City is poised to provide continued government services. The FY 2021-22 Adopted Budget strives to deliver the best financial plan in this season of ongoing uncertainty.

### **Revenue Impacts of COVID-19**

Historical trends have shown that many of the consumption-based revenues were not as severely impacted as originally anticipated, while others such as the Local Option Gas Tax and Recreation Activity Fees were significantly impacted. These trends were taken into consideration when developing the FY 2021-22 Adopted Budget.

### **General Fund Operating Revenues**

General Government operations are funded by the following major revenue sources: Ad Valorem taxes, Utility Service Taxes, Franchise Fees, State Revenue Share, Half Cent Sales Tax, Communications Services Tax, and locally generated revenues such as Charges for Services. General Fund Operating Revenues were impacted by COVID-19 as follows:

- Property tax values have not been impacted as of yet by COVID-19. Ad Valorem revenues show a 4.02% increase over the FY 2020-21 Adopted Budget,
- State Revenue Share and Half Cent Sales Taxes were projected to be significantly impacted by COVID-19 in FY 2020-21, but current trends have shown that they are stabilizing. The State Revenue Share is expected to increase 42.49% in FY 2021-22 as compared to the FY 2020-21 Adopted Budget, and the Half Cent Sales Tax is expected to increase 21.08%,
- Recreation Activity Fees were significantly impacted by COVID-19, but are projected to recover in FY 2021-22. Actual collections in Recreation Activity Fees decreased from \$1,579,735 in FY 2018-19 to \$502,454 in FY 2019-20, a decrease of \$1,077,281, or reduction of -68.19%. The FY 2021-22 Adopted Budget projects the Recreation Activity Fees near pre-pandemic levels at \$1,543,100.

### **Local Option Gas Tax Revenues**

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. Gas Tax revenues were projected to decline \$126,487, or 15.87%, in FY 2020-21 as a result of COVID-19. The Gas Tax revenue is not anticipated to return to pre-pandemic levels in FY 2021-22, however, the FY 2021-22 Adopted Budget assumes a 4.40% increase as compared to the FY 2020-21 Adopted Budget.

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

In 2014, Seminole County Voters approved the 3<sup>rd</sup> Generation Penny Sales Tax Referendum. The 3<sup>rd</sup> Generation Sales Tax Revenue was projected to be significantly impacted by COVID-19 but current collections trend comparably with pre COVID-19 levels. The FY 2021-22 Adopted Budget assumes a 12.05% increase as compared to the FY 2020-21 Adopted Budget.

## **FY 2021-22 ADOPTED BUDGET OVERVIEW**

At its September 20, 2021 meeting, City Council formally established the millage rate to be levied for FY 2021-22. The budget is predicated on maintaining the FY 2020-21 total City millage rate which is comprised of the Ad Valorem Millage and the General Obligation Bond Millage. The total millage rate for FY 2020-21 was 5.2820 mills, and remains unchanged at 5.2820 mills in FY 2021-22. 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 budget is established using the reduction in the General Obligation Bond Millage Rate of 0.0045 and increasing the Ad Valorem Millage Rate from 5.1230 mills to 5.1275 mills to support General Fund operations. Setting the millage rate for the General Fund at 5.1275 mills will result in a citywide tax increase of 3.94% above the rolled back rate of 4.9333 mills.

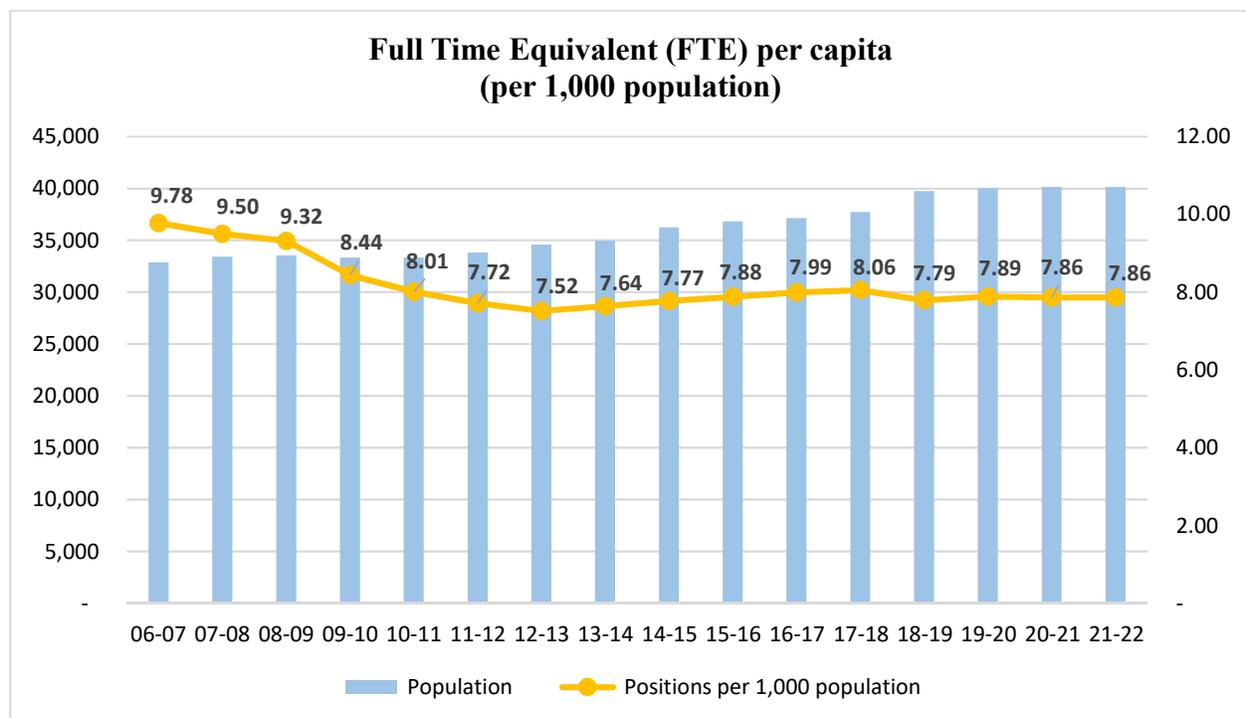
The Gross Taxable Value for 2021 increased by \$133,363,187 or 4.18% over the 2020 Final Gross Taxable Value. With the exception of modest increases projected for the Utility Service Taxes; Franchise Fees; Licenses Permits and Fees; Half Cent Sales Tax; and State Revenue Share, all other revenues are either flat or declining.

When preparing for the upcoming fiscal year, staff prepared financial trend projections for FY 2020-21 which were used by the City Departments in the development of the FY 2021-22 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.

**FY 2021-22 ADOPTED BUDGET OVERVIEW, CONTINUED**

The following “budget highlights” provide a concise summary of the FY 2021-22 Adopted Budget:

- ❖ Excluding new construction of \$14.95 million, the City’s tax base increased by \$118.4 million or 3.71%, which was due to an increase in market values. Some of this increase was offset by the 1.4% Save Our Homes inflation adjustment.
- ❖ For the City of Oviedo, a home assessed at \$250,000 in 2020, adjusted by 1.4% for save our homes inflation, and less the \$50,000 homestead exemption, will pay approximately \$18 more in City property taxes in 2021.
- ❖ The size of the City’s workforce for FY 2021-22 will remain at 315.70 FTE’s (full-time equivalent positions), which is the same as FY 2020-21. 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 7.86 for FY 2021-22.



- ❖ The FY 2021-22 total payroll (salaries and benefits) for all operating funds of \$28,399,367 is \$855,239 or 3.10% more than the total adopted payroll for FY 2020-21.

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, Workforce and Payroll, 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.

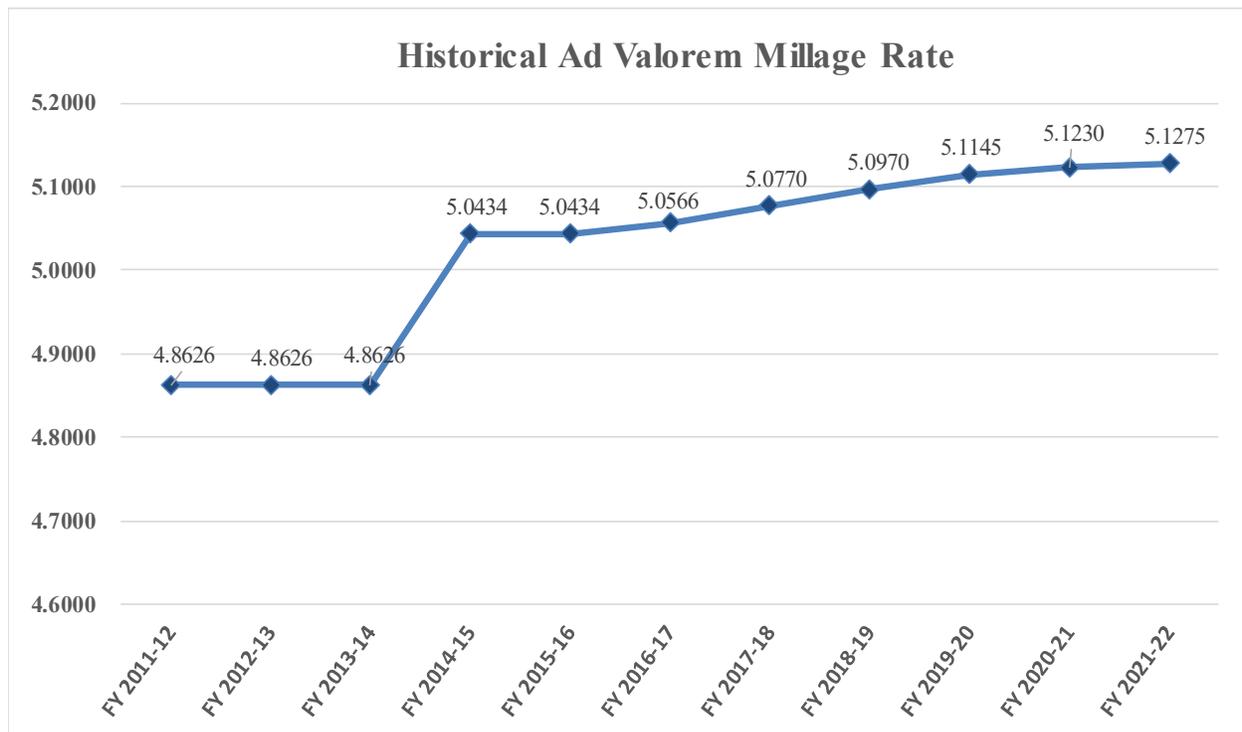
## MILLAGE RATE HISTORY

The General Fund Ad Valorem millage rate for FY 2021-22 is 5.1275 mills. The Ad Valorem millage rate is 3.94% greater than the rolled back millage rate of 4.9333 mills. The millage rate for the General Obligation Bond is 0.1545 mills. The combined millage rate for FY 2021-22 is 5.2820 mills, which remains consistent with the total combined millage rate in FY 2020-21.

### Historical Millage Rate Analysis

Tax Year	Budget Year	Ad Valorem Millage	GO Bond Millage	Total City Millage	City Gross Taxable Value	Budgeted Ad Valorem Revenues *	Final Gross Taxable Value
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	3,026,583,029
2020	FY 2020-21	5.1230	0.1590	5.2820	3,205,521,652	15,068,481	3,193,480,159
2021	FY 2021-22	5.1275	0.1545	5.2820	3,326,843,346	15,674,499	3,326,843,346

\* 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 9, 2021, the City's tax base increased by \$133.4 million or 4.18% compared to last year.

Annexations and the reassessment of existing real properties reflect a reduction of -\$3.9 million in FY 2021-22, or -0.12% of the 2021 real property base.

The change in taxable values between 2020 and 2021 are reflected below for the major categories of real property. Inclusive of new construction valued at \$14.9 million, the total real property base increased \$147.2 million or 4.82%.

Real Property Category	2021 Taxable Value	2020 Taxable Value	% Change
<b>Residential</b>	2,489,839,205	2,363,187,107	5.36%
<b>Commercial</b>	596,977,916	584,388,303	2.15%
<b>Industrial</b>	47,205,012	43,879,770	7.58%
<b>Institutional/Other</b>	70,472,346	65,813,337	7.08%
<b>Total *</b>	3,204,494,479	3,057,268,517	4.82%

\*excludes value of personal property

**A summary of the changes in the entire tax base between 2012 and 2021 is depicted below:**

<b>SUMMARY OF TAX BASE DATA</b>										
<b>(all dollar amounts expressed in 1,000's)</b>										
<b>Budget Year</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>FY 20-21</b>	<b>FY 21-22</b>
FINAL Gross Taxable Value	1,831,647	1,851,054	1,905,914	2,034,309	2,172,045	2,298,064	2,518,645	2,782,508	3,026,583	3,193,480
<b>Tax Year</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>	<b>FY 2020</b>	<b>FY 2021</b>
New Construction	31,260	24,451	35,381	37,382	26,060	71,989	118,720	94,536	28,326	14,951
Annexations	-	456	-	-	-	-	-	-	-	-
Re-assessment of										
Existing Properties	(88,421)	(48,184)	13,692	18,163	21,577	59,568	40,130	38,584	14,401	(3,937)
Personal Property	81,741	82,180	83,815	88,508	85,028	94,942	114,954	119,616	136,212	122,349
Tax Base Net Change	24,580	58,902	132,888	144,053	132,665	226,499	273,804	252,736	178,939	133,363
Gross Taxable Value	1,856,227	1,909,956	2,038,802	2,178,362	2,304,710	2,524,563	2,792,450	3,035,244	3,205,522	3,326,843
FINAL Gross Taxable Value	1,851,054	1,905,914	2,034,309	2,172,045	2,298,064	2,518,645	2,782,508	3,026,583	3,193,480	3,326,843
% Inc (Dec) from Previous Year Final	1.06%	2.96%	6.74%	6.77%	5.80%	9.60%	10.48%	8.77%	5.51%	4.18%
Operating Millage	4.8626	4.8626	5.0434	5.0434	5.0566	5.0770	5.0970	5.1145	5.1230	5.1275
Ad Valorem *	8,665	8,916	9,871	10,547	11,071	12,176	13,521	14,748	15,601	16,205
CRA Revenues	-	-	-	-	(152)	(228)	(354)	(505)	(532)	(531)
<b>Total Ad Valorem Revenues</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>\$ 14,242</b>	<b>\$ 15,068</b>	<b>\$ 15,674</b>

\*Ad Valorem budgeted revenues decreased from 96% to 95% during Budget Year FY

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 2021-22, the Gross Taxable Value of the City is \$1.48 billion greater than the Final Gross Taxable Value seen in FY 2012-13.

## GENERAL FUND

The total general fund budget is \$34,560,698, which is \$1,618,773 or 4.91% greater than the FY 2020-21 Adopted Budget of \$32,941,925.

The FY 2021-22 Adopted Budget is comprised of state and city revenues, as well as, tax revenues based on the ad valorem millage rate of 5.1275 mills, together these sources provide sufficient funds to accomplish the following:

- ✓ Maintains FY 2020-21 Service Levels,
- ✓ Funds a 4.0% salary increase for General Employees,
- ✓ Funds a 4.0% salary increase for the Public Safety employees,
- ✓ Funds an increase in benefit costs,
- ✓ Funds overtime costs,
- ✓ Funds an 8.7% increase to health insurance premium rates,
- ✓ Funds a 10% increase in Workers Compensation rates,
- ✓ Funds a 10% increase in General Insurance rates,
- ✓ Funds increases in fixed costs such as leases, telephone, and utilities,
- ✓ Funds capital purchases for IT,
- ✓ Funds the Vehicle Replacement Plan,
- ✓ Funds various capital and capital outlay items,
- ✓ Funds debt service for FY 2021-22,
- ✓ Maintains 15% Reserve Fund Balance as per the Budget and Financial Policy of the City,
- ✓ Maintains 16.67% Reserve Fund Balance as per GFOA Best Practices.

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.

### General Fund Revenues

General Fund revenues increased by \$1,618,773 primarily due to the increase in property tax revenue and non-Ad valorem revenues. Ad Valorem revenues increased \$606,018 which is due to an overall increase in the gross taxable value of the City of 4.18%, along with a slight increase in the Ad-Valorem millage rate of 0.0045 mills. Non-Ad Valorem revenues (excluding transfers and fund balance) reflect an increase of \$1,084,663 or 7.38% more than FY 2020-21 Adopted Budget. Transfers from several funds that are used to reimburse the General Fund for services provided, or offset expenses, decreased by \$135,108.

**GENERAL FUND, CONTINUED**

A comparison of the FY 2020-21 Adopted and FY 2021-22 Adopted budgets by major revenue category is depicted below:

<b>Revenue Category</b>	<b>FY 2020-21</b>	<b>FY 2021-22</b>	<b>\$ Variance</b>	<b>% Variance</b>
Ad Valorem	15,093,481	15,699,499	606,018	4.02%
Utility Taxes	4,663,831	4,841,165	177,334	3.80%
Business Receipt	126,457	140,500	14,043	11.10%
Licenses, Permits, Fees	2,777,850	2,847,460	69,610	2.51%
Intergovernmental	3,490,666	4,406,324	915,658	26.23%
Charges for Services	3,050,427	2,978,274	(72,153)	-2.37%
Fines and Forfeitures	108,000	102,400	(5,600)	-5.19%
Other Revenues	478,337	464,108	(14,229)	-2.97%
Transfers in	2,808,636	2,673,528	(135,108)	-4.81%
Use of Fund Balance	344,240	407,440	63,200	18.36%
<b>Total</b>	<b>\$ 32,941,925</b>	<b>\$ 34,560,698</b>	<b>\$ 1,618,773</b>	<b>4.91%</b>

**Property Taxes (General Fund)**

The millage rate of 5.1275 mills will generate \$15,674,499 in property tax revenues (excluding delinquent tax payments of \$25,000) to support General Fund operations - an increase in property tax revenues of \$606,018 compared to the FY 2020-21 Adopted Budget. The FY 2021-22 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 2021-22 Adopted Budget: \$15,674,499 - at 5.1275 millage rate
- FY 2020-21 Adopted Budget: \$15,068,481 - at 5.1230 millage rate

**Non-Ad Valorem Revenues**

Total non-ad valorem revenues of \$15,780,231 are \$1,084,663 or 7.38% more than the FY 2020-21 non-ad valorem base of \$14,695,568. The increase is due to many of the non-Ad valorem revenues returning to pre-COVID-19 levels. Increases are expected in the following: Utility Service Taxes of \$177,334; Franchise Fees of \$71,110; State Shared Revenues of \$432,719; State Half Cent Sales Tax of \$478,439; Recreation Activity Fees of \$24,472; and Fines and City Business Tax Receipts of \$15,943. The increases were offset by decreases in Development Service Fees of \$52,850; Reimbursement from the Seminole County School Board of \$42,455; Fines and Forfeitures of \$6,400; and Miscellaneous Revenue of \$16,901.

The FY 2021-22 Adopted Budget includes a use of fund balance of \$407,440, which is 1.18% of the total FY 2021-21 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 2020-21 Adopted and FY 2021-22 Adopted budgets by major expenditure category is depicted below:

<b>Expenditure Category</b>	<b>FY 2020-21</b>	<b>FY 2021-22</b>	<b>\$ Variance</b>	<b>% Variance</b>
Salaries	16,720,891	17,088,750	367,859	2.20%
Benefits	1,401,751	1,353,919	(47,832)	-3.41%
Overtime	773,599	772,165	(1,434)	-0.19%
Health Insurance	3,738,039	4,017,815	279,776	7.48%
Workers Compensation	262,688	299,566	36,878	14.04%
Vehicle Replacement Fund	995,972	644,941	(351,031)	-35.25%
General Insurance	260,336	316,868	56,532	21.72%
Operating Expenses	6,068,870	7,245,680	1,176,810	19.39%
Capital Expenses	400,900	333,500	(67,400)	-16.81%
Transfers Out	372,756	372,757	1	0.00%
Transfers Out - Debt	1,740,774	1,670,415	(70,359)	-4.04%
Reserve for Contingency	205,349	444,322	238,973	116.37%
<b>Total</b>	<b>\$ 32,941,925</b>	<b>\$ 34,560,698</b>	<b>\$ 1,618,773</b>	<b>4.91%</b>

### **Debt Service and Lease Financing Support**

Debt service and lease financing expenses decreased by \$70,359 from FY 2020-21. The decrease is due to the following:

- Payoff of the 2012A Capital Improvement Refunding Revenue Bonds, a savings of \$190,588,
- Adjustments to the Debt Service Cost on existing Bonds/Notes of \$9,648,
- Increase of the Administrative Impact Fee portion of the debt service on 2012B and 2012D Capital Improvement Refunding Revenue Bonds of \$129,877.

The General Fund's share of debt service includes debt service payments of \$1,604,322 and lease payments of \$66,093, for a total cost of \$1,670,415 or 4.83% of the FY 2021-22 Adopted General Fund budget, which is within the standard established by Budget policy guidelines which limits revenue bond debt to no more than 10% of General Fund operating revenues.

### **Transfers**

Transfers from the General Fund remain consistent with FY 2020-21 Adopted Budget at \$372,757.

### **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 September 30, 2020 Comprehensive Annual Financial Report, states the General Fund unassigned fund balance is \$9,693,254. Based on the FY 2020-21 Amended Budget, and the FY 2021-22 Adopted Budget, the ending unassigned fund balance at September 31, 2022 is projected to be \$8,726,333, or 26.84% of FY 2021-22 budgeted expenditures, less transfers.

## **WATER AND WASTEWATER OPERATIONS**

### **Revenues**

The projected revenues for Water, Sewer, and Reclaimed Water for FY 2021-22 reflect a rate increase of 3% over the FY 2020-21 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 with the adoption of 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%. Increases in excess of 5% per year or a change in rate structure shall require formal action by the City Council.

### **Expenses**

The total operating budget for Water and Wastewater operations for FY 2021-22 (Water Production and Distribution, Wastewater and Reclaimed Water, Administration and Utility Billing & Customer Service) is \$9,817,214, which is a \$3,732,681 decrease over the FY 2020-21 Adopted Budget. Significant changes to the FY2021-22 Adopted Budget include the following:

- Decrease in Capital of \$4,050,000,
- Citywide salary increases of 4.00%,
- An increase in healthcare costs of 8.7%,
- An increase in Workers Compensation and General Insurance of 10%.

### **Transfers**

Transfers out of the Water and Wastewater Operating Fund decreased by \$730,430 in FY 2021-22. These include changes in the following:

- Decrease in the Transfer out to the General Government Debt Service Fund of \$169,
- Decrease in the Transfer out to the Utility Debt Service Fund of \$501,763.
- Decrease in the Transfer out to the Renewal and Replacement Fund of \$228,498.

### **Total Budget**

The total budget for FY 2021-22 for the entire Utility System is \$23,054,901 compared to \$31,413,295 for FY 2020-21. 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 decrease reflects the net decrease in operating expenses and capital improvement projects.

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

Budget policy guidelines require that the City's Water/Wastewater Fund establish a working capital reserve equal to a minimum one hundred (120) days. The projected cash position on September 30, 2022, (not including capital reserves of \$2.95 million), is projected to be \$1.93 million. The annual index of the Water rate is set to ensure that the Water/Wastewater fund has 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 Comprehensive Annual Financial Report on September 30, 2020, the debt service coverage factor was 2.56. 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 (\$1,035,806 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 (CRA) 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 September 9, 2021 meeting, the Oviedo CRA Governing Board approved the following for inclusion in the FY 2021-22 Adopted Budget:

- Support for expenses related to Implementation of Oviedo on the Park;
- Financial Department Support Services;
- Façade Grant Program;
- Support Public Art Programming;
- CRA Administration;
- Third Party Audit of CRA Activities;
- Geneva Drive to SR434 Connector (construction);
- Demolition of Old Post Office;
- CRA Wastewater System Improvement - Master Plan.

### **Building Services (\$500,600 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 six (6) one-year extensions available in the contract. The contract term was not to exceed seven (7) 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 \$37,728 for FY 2021-22. Revenues for FY 2021-22 are estimated at \$500,600.

### **Solid Waste Fund (\$3,344,010 total budget)**

The FY 2021-22 Solid Waste Fund Adopted Budget increased by \$308,730 over the previous year. On September 21, 2020, City Council adopted Resolution No. 3958-20, approving an Exclusive Residential Solid Waste, Recycling, Yard Waste and Bulk Waste Collection, Transport, and Disposal Services Franchise Agreement with Waste Pro of Florida. The agreement became effective October 1, 2020. The initial term of the Agreement is five (5) years. At the option of the City, the agreement shall be automatically renewed for two (2) additional terms of one (1) year each. The residential rate charged to customers for FY 2020-21 is \$25.00 per month. The City bills customers for the actual services provided, plus franchise and administrative fees.

There are two (2) main cost components of the Waste Pro contract, the collection cost and the disposal cost. Under the new agreement, the City pays Waste Pro a flat rate per customer of \$16.84 per month for residential solid waste and recycling collection. In addition, the City pays Seminole County actual costs each month for residential disposal and processing costs.

### **Stormwater Utility Fund (\$3,059,041 total budget)**

A Revenue Sufficiency Analysis was completed by Willdan Financial Services in January of 2017 and approved by City Council on January 17, 2017 with the adoption of 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

## OTHER FUNDS, CONTINUED

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 \$2.82 million in revenue in FY 2021-22, up from \$2.58 million in FY 2020-21. The change in revenue is due to an increase in the Stormwater ERU rate, along with an increase in users of the Stormwater System.

### Golf Course Fund (\$1,700,919 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). 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.

## CITY WORKFORCE AND TOTAL PAYROLL

The total number of authorized full and regular part-time positions for FY 2021-22 for all funds and departments will remain at 315.70 full-time equivalent positions which is 5.55 positions below the FY 2006-07 peak of 321.25 full-time equivalent positions



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

In November 2020 Florida voters approved Amendment 2, the \$15/hour Minimum Wage Initiative, to the Florida Constitution, to incrementally increase the State's minimum wage from \$8.65 to \$15.00 per hour by September 30, 2026. The City's wages will increase by 4.00% in FY 2021-22 and, at a minimum, by 3.2% or 3.3% each consecutive year, starting in FY 2022-23 and ending in FY 2025-26. Thereafter the wages will be adjusted based on increases to the Consumer Price Index for Urban Wage Earners and Clerical Workers (CPI-W).

The citywide payroll of \$28.4 million for all operating funds combined, is an increase over the FY 2020-21 payroll of \$855,239 or 3.10%. The increase is the result of funding the following:

- A 4.0% salary increase for all full and part-time employees. 3.2% or \$399,289 is included in the Departments' salary lines with the remaining 0.8% included in the Reserve for Contingency,
- An increase in health premiums of 8.7%, and the adjustment of employee health care coverage during FY 2020-21 as a result of qualifying events, for a cost increase of approximately \$391,118,
- Departmental adjustments to overtime, temporary positions, incentives, special event pay and sick-leave buy-back at a cost of \$41,730,
- Adjustments to FICA, retirement, pension and worker's compensation within all departments reflect an increase of approximately \$23,102, primarily due to pension rate adjustments within Public Safety and a 10.00% increase 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 by 8.7% for FY 2021-22. The cost of single (employee) coverage increased from \$13,165 to \$14,233 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 Retirement Contributions:* The City's total contributions for FY 2021-22 retirements are estimated at \$1,511,048. 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 2021-22 based on the Fire and Police Actuarial Reports. The Fire pension contribution rate decreased from 12.3% in FY 2020-21 to 10.8% in FY 2021-22, while the Police pension contribution rate decreased from 13.02% to 12.20%. For FY 2021-22, the Fire and Police pension accounts are budgeted at \$438,117 and \$618,531, respectively.
- *Workers' Compensation:* Workers' compensation coverage is provided by Public Risk Management (PRM). The FY 2021-22 workers compensation costs are budgeted at \$355,181, an increase of \$39,545 or 12.53% over the FY 2020-21 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 2021-22 from various dedicated funding sources for capital improvements is approximately \$8.93 million. Significant projects scheduled for FY 2021-22 include:

- Oviedo Boulevard Reclaimed Water Extension.
- West Mitchell Hammock Water Treatment Plant Improvements 2018.
- Geneva Drive to SR434 Connector.
- Annual Road Resurfacing Project of City-maintained roadways.

## CAPITAL IMPROVEMENTS PROGRAM (CIP), CONTINUED

- Solary Park Trail Connectivity.
- Panther Street Ditch Piping Phase 3.
- Mitchell Hammock Road Corridor Improvement.
- Mitchell Hammock Road West Bound Turn Lane at Alafaya Woods Boulevard.
- Alafaya Woods Infrastructure Lining (Stormwater).

### SUMMARY COMMENTS

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 become 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, and Ms. Todor 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. 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 01, 2020**

*Christopher P. Morill*

Executive Director

# Introduction Section

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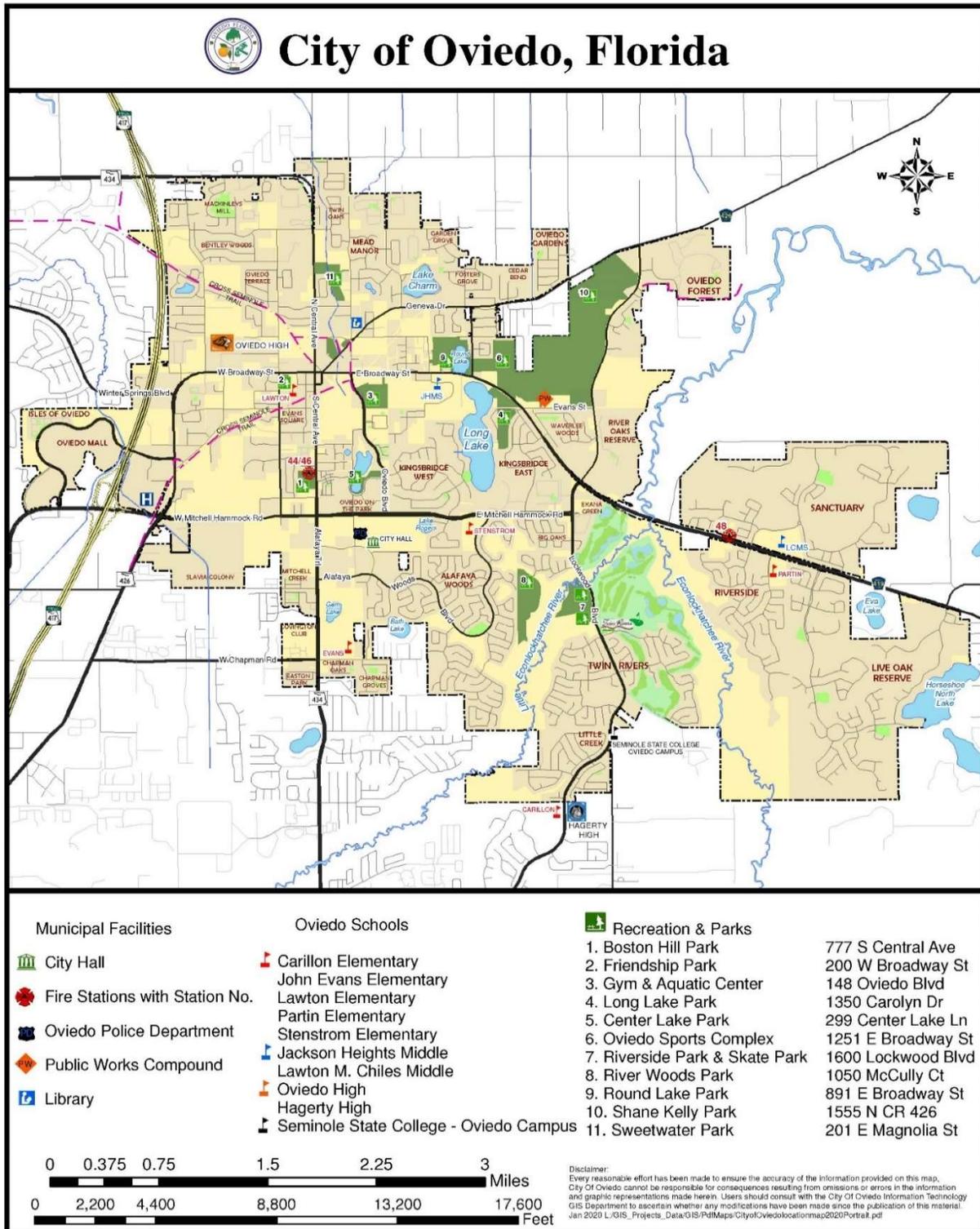


*The Introduction Section provides the reader with an overview of City of Oviedo location, history and statistical information. It also includes the City's Organizational Chart; Strategic Plan; Budget and Financial Policies; explanation of the Budget Document Format; Budget Process and Calendar; Budget Preparation Schedule and Development Guidelines; Significant Budget Assumptions; Basis of Government Finance and Fund Structure and Long-Term Financial Planning.*



# 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

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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's current population is estimated at 40,145, a far cry from the City's 1925 population of 800. The City of Oviedo encompasses 16 square miles. Located within the City limits are 13 parks, with 519 park acres. The parks offer residents a wide variety of recreational activities including basketball, tennis, pickle-ball, baseball, soccer,

swimming and much more. Also, within the City limits is the City-owned golf course, Twin Rivers, and the Riverside Skate Park. The newest addition to the City parks is Oviedo on the Park. This park includes a cultural center which can be used to host events, as well as, an outdoor amphitheater, Veteran's Tribute, children's playground and splash pad.

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.

The City of Oviedo is located within the Seminole County Public Schools (SCPS) district, which is renowned for excellence. SCPS is the 12<sup>th</sup> largest school district in Florida and is 60<sup>th</sup> nationally. Student enrollment for the 2019-20 school year was 67,300. SCPS was an "A" rated district for the FY 2018-19 school year by the Florida Department of Education. In 2019, all of Oviedo's Public Schools, which include 4 Elementary Schools, 2 Middle Schools, and 1 High School, were all "A" rated.

# History of Oviedo

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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.



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.

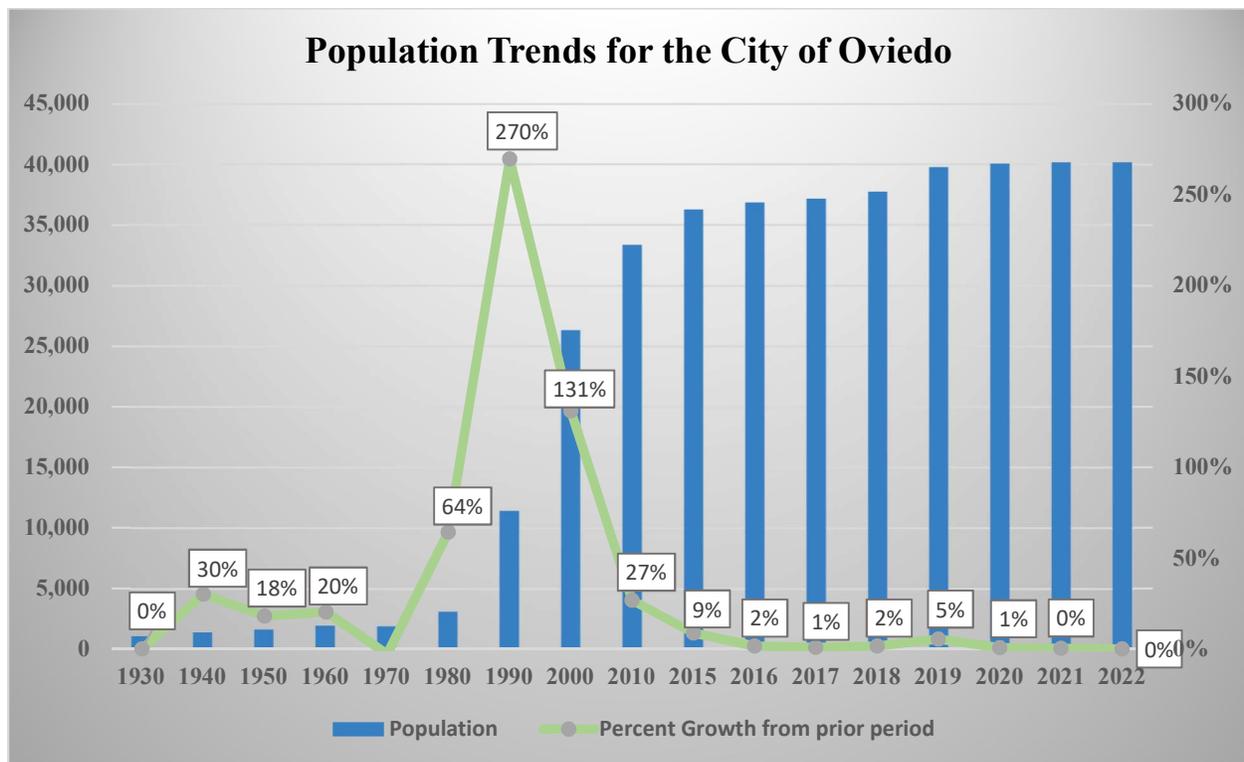
# City of Oviedo - Statistical Information

Oviedo was incorporated into a City in 1925 with a population of 800. Today, Oviedo is home to 40,145 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.



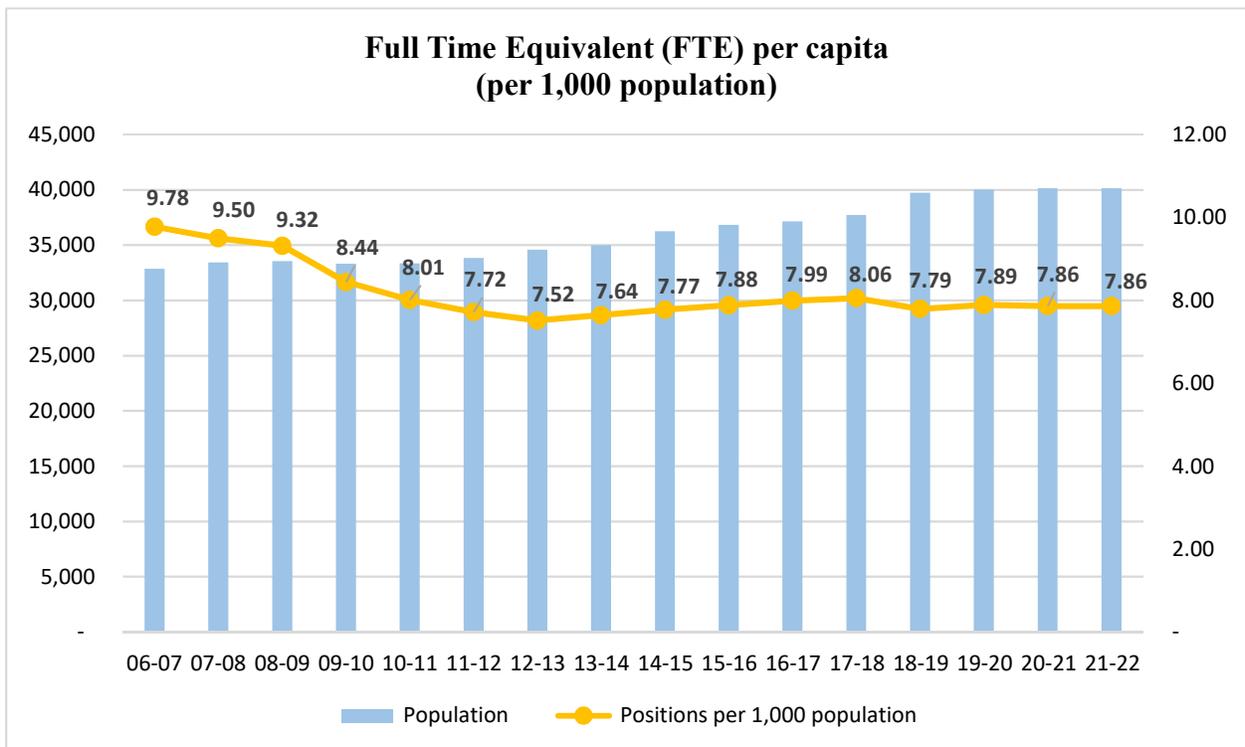
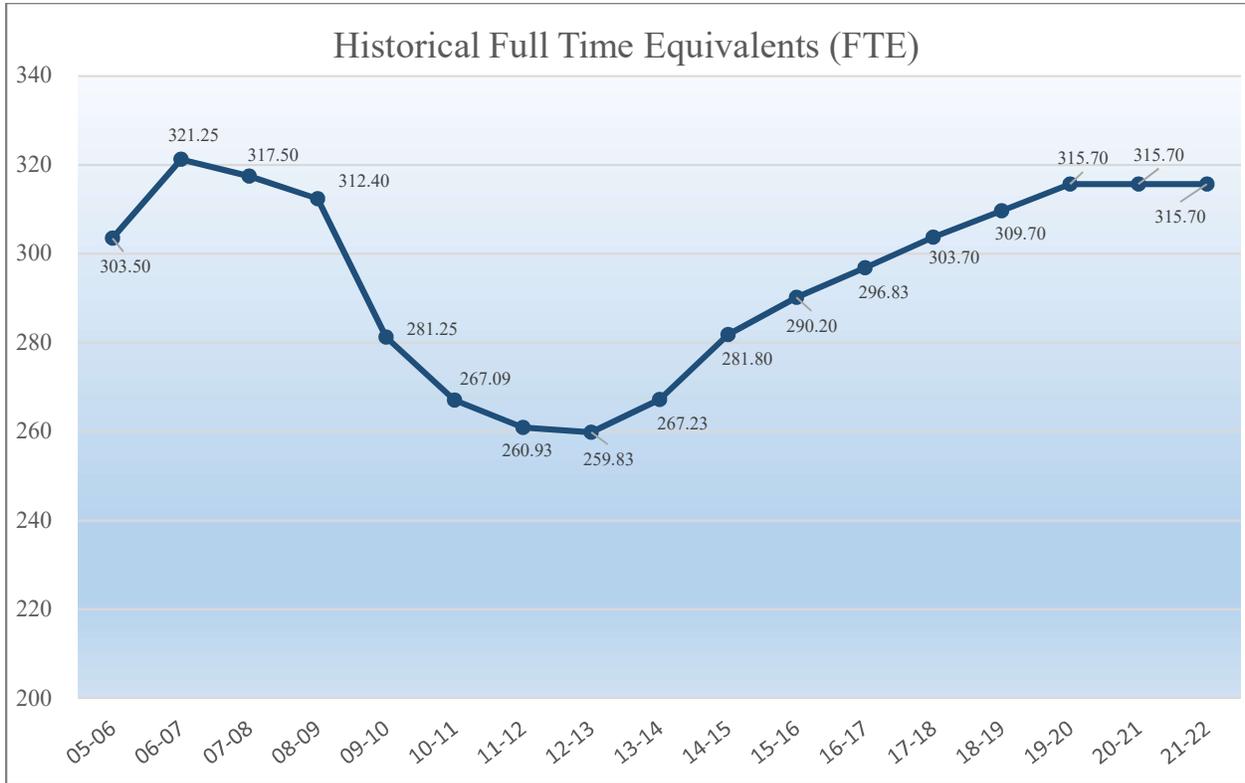
## Population

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 2021-22 at 40,145 residents. The median age in the City is 36.9 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 coming out of the recession in FY 2012-13 when the number of full and part-time employees totaled 259.83, the City will still have less employees in FY 2021-22 than it did at its peak in FY 2006-07 at 321.25 employees.

# City of Oviedo - Statistical Information



# City of Oviedo - 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 23.2% of the dwellings were constructed prior to 2000, 59.5% were constructed 2000-2014, and 17.2% since FY 2015. The City of Oviedo is also predominantly a residential community, with 77.70% of City's taxable value allocated to Residential properties.

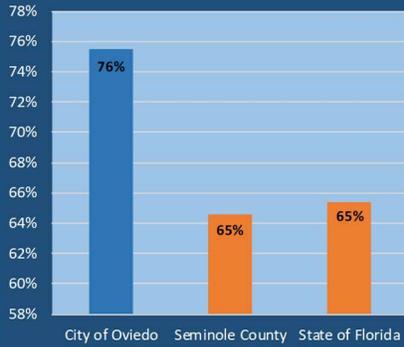
Residential vs. Commercial Taxable Values					
Year	Total Residential and Commercial Taxable Value	Residential * Taxable Value	% Residential	Commercial Taxable Value	% Commercial
2010	1,826,511,994	1,431,204,961	78.36%	395,307,033	21.64%
2011	1,748,666,753	1,381,857,792	79.02%	366,808,961	20.98%
2012	1,769,312,999	1,401,958,787	79.24%	367,354,212	20.76%
2013	1,823,733,802	1,461,165,450	80.12%	362,568,352	19.88%
2014	1,950,494,547	1,572,967,800	80.64%	377,526,747	19.36%
2015	2,083,536,680	1,660,008,655	79.67%	423,528,025	20.33%
2016	2,213,036,333	1,761,309,097	79.59%	451,727,236	20.41%
2017	2,423,703,575	1,919,862,422	79.21%	503,841,153	20.79%
2018	2,667,553,553	2,095,028,535	78.54%	572,525,018	21.46%
2019	2,906,967,020	2,247,220,104	77.30%	659,746,916	22.70%
2020	3,057,268,517	2,363,765,296	77.32%	693,503,221	22.68%
2021	3,204,494,479	2,489,839,205	77.70%	714,655,274	22.30%
* Residential values includes DOR codes: 00, 01, 02, 08, 04, & 05					
Source: Seminole County Property Appraiser					

Additional statistical information is noted on the following graph:

# City of Oviedo - Statistical Information

## OWNER OCCUPIED HOUSING

Source: US Census Bureau, 2015-2019 American Community Survey



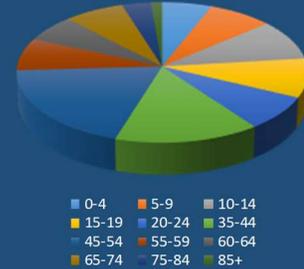
## MEDIAN VALUE OF OWNER OCCUPIED UNITS

Source: US Census Bureau, 2015-2019 American Community Survey



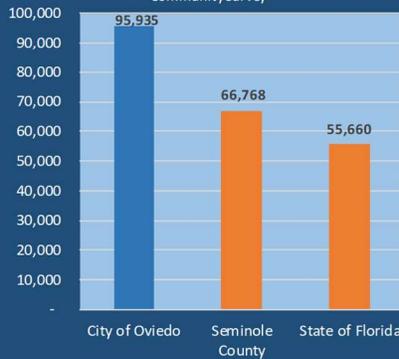
## POPULATION BY AGE

Source: BEBR

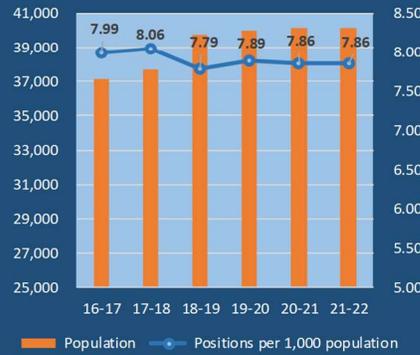


## MEDIAN HOUSEHOLD INCOME

Source: US Census Bureau, 2015-2019 American Community Survey

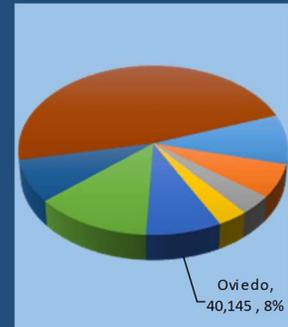


## FULL TIME EQUIVALENT/CAPITA (per 1,000 population)



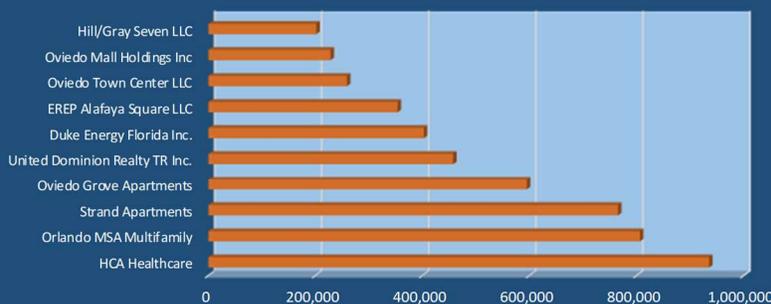
## POPULATION BY CITY

Source: BEBR



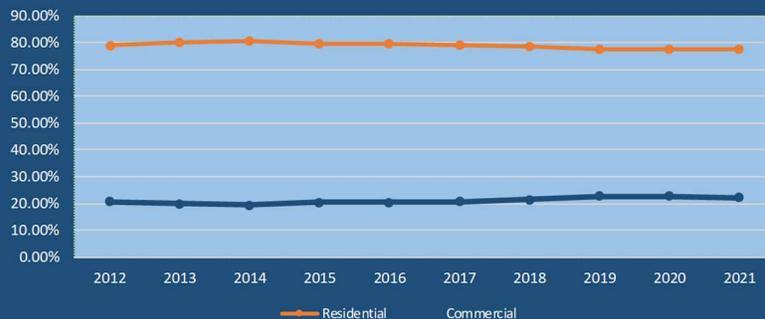
## 2020 TOP TEN TAXPAYERS

Source: Seminole County Property Appraiser



- Altamonte Springs
- Casselberry
- Lake Mary
- Longwood
- Oviedo
- Sanford
- Winter Springs
- Unincorporated areas

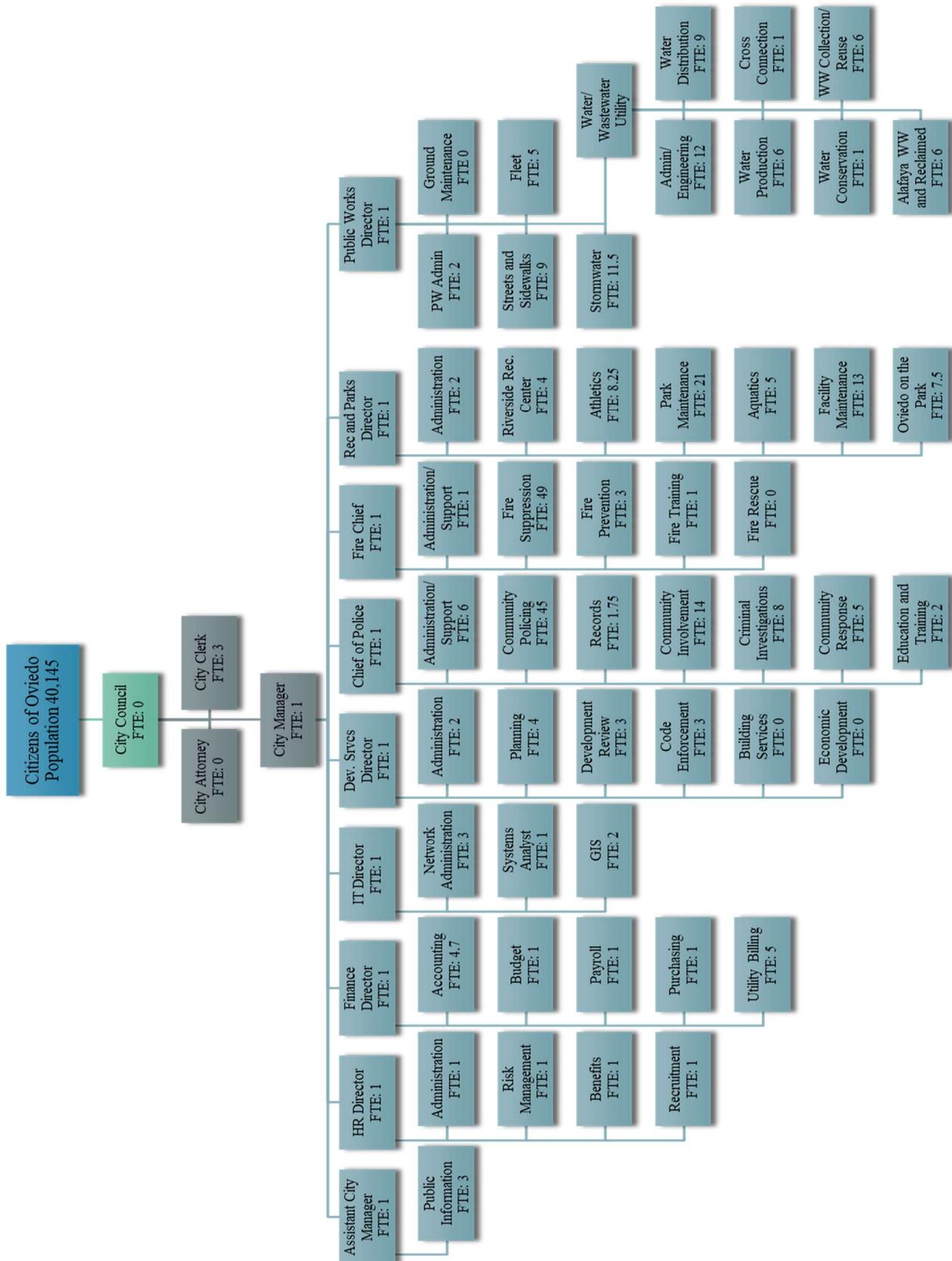
## RESIDENTIAL VS. COMMERCIAL TAXABLE VALUES



## POPULATION GROWTH IN THOUSANDS



# City-wide Organizational Chart



# Strategic Plan

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Strategic Planning is a systematic process for drawing a vision of a community's future. In 2011 City Council, along with senior management staff, gathered to update, refine, and re-prioritize the goals and strategies for City of Oviedo. Key stakeholders worked closely to develop a plan that:

- Identifies priorities that are relevant to the present, as well as future political, financial and social context;
- Links goals and outcomes with current and upcoming planning efforts and decision-making processes within the City, neighboring jurisdictions, the region and the State;
- Outlines on-going activities to achieve the goals.

The Strategic Plan Goals were derived through articulating core community values and identifying and analyzing emerging trends and community issues. Planning efforts included interviews with the Council members and city staff and extensive research into the forces and trends bearing down on the city. By the end of the work sessions, Council and senior staff established 7 Strategic focus areas (known as SFAs) and 22 goals. Of the 22 goals, all are considered very important to keep the City of Oviedo the best place to live, work and play!

## **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 Utility Revenue Refunding Bonds – 2020 Series Engineering Report was completed.
- The SR426/CR419 Phase 2 Widening Utility design was completed.
- The Geneva Drive Realignment Utility design was 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.
- Maintain and enhance stormwater management.

# Strategic Plan

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- 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 2020-21 through 2021-22**

- 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.

## **Years 2022-23 through 2027-28**

- 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).

### **Accomplishments**

- The Geneva Drive Realignment design was completed.
- The FY2021 Annual Road Resurfacing bid was awarded.

# Strategic Plan

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- The Solary Park Trail Connectivity design was started.
- The SR426/CR419 Phase 2 Widening Hardscape and Landscape Design was completed.
- With Metroplan support, the City has engaged VHB to provide a 10-year Transportation Mobility Plan to the City complementing the information to inform the City's Comprehensive Plan update. A public open house was held at the City's Cultural Center on June 10, 2021.
- The City hired Urban 3 to undertake a fiscal sustainability analysis. A virtual open house was held on June 6, 2021.

## **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 2020-21 through 2021-22**

- 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.

## **Years 2022-23 through 2027-28**

- 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.

# Strategic Plan

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

## Accomplishments

- The City undertook 17 pre-application meetings and received 22 new development applications (6 associated with development review and 16 associated with planning).
- The City Staff and a design firm are drafting the Comprehensive Plan Update after collecting public input from 3 virtual open houses to the public and three stakeholder meetings: one with the Old Downtown, another with the development community and the third one with the ION group.
- The City Staff continues to meet with Sustainability Task Force to brainstorm ideas on expanding and strengthening the City's Sustainability policies.

## 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 2020-21 through 2021-22

- 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.

# Strategic Plan

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## **Accomplishments**

- Implemented a defined daily stat collection with a different weekly focus.
- Continued to participate in some of our events with the community which were reinvented yet very successful.
- One officer graduated from the police academy and has started Field Training.
- Four Officers have completed Field Training and are now Solo officers.
- The department completed the bi-annual firearms training.
- Participated in the first Community Event (Taste of Oviedo) since COVID-19 and it was successful.
- Finished a full review and update of all policies and procedures.
- One Firefighter completed Paramedic school and is now a solo paramedic.
- One Firefighter was hired.
- Completed Hands Only CPR at Oviedo High School for Physical Education classes.
- Completed design of a new Tower truck and Rescue vehicle.
- Purchased a new Thermal Imaging Camera through Friends of Oviedo charity.
- The Fire Department was awarded a State EMS Grant for the purchase of three Lucas device chest compression systems.
- Purchased two new Aeroclave decontamination units to assist with the prevention of infectious viruses such as COVID-19.

## **Professional Standards**

- Six internals and seven completed (some held over from previous quarters).
- Quarterly Audits completed.
- Continued to oversee policy review and implementation.

## **Community Involvement**

- Community Involvement to include the Town House Restaurant raised over \$8,000 towards the 2020 Shop with a Cop event.
- Executed the Shop with a Cop event on 12/05/2020. This included a Parade of Lights throughout the city to distribute gifts at the residences of sponsored children.
- Conducted a safety class to the children at Creative World on 12/16/2020.
- Handed out candy at the COPS Center for the Mall's Halloween event.
- Participated in the Trunk or Treat event at the Reform Theological Seminary
- SRO officer at Lawton Chiles Middle School collected food for approximately 25 families for Thanksgiving.
- SRO officer provided Christmas presents and food for approximately 25 children and their families from the Angel Tree that was set up at Lawton Chiles Middle School.
- Community Involvement participated at the Transportation Day Event at Amazing Explorers Academy.
- Community Involvement participated in a community event with Fast Tax.
- Community Involvement participated in Taste of Oviedo.
- Officer Brongel hosted a Hat Day for Partin Elementary.

# Strategic Plan

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- Community Involvement participated in the Hot Rod for Heroes Car Show and displayed the Oviedo PD Armed Forces Unit.

## **Community Policing**

- Car Seat Inspections.
- Argentine went to Motor School.
- (4) POTUS Escorts and (1) funeral escort for Ocala Chief.
- (2) Running for Heroes Escort.
- Oviedo High School Public Safety Assessment.
- Fire Extinguisher certifications.
- Traffic conducted a texting and driving operation.
- Traffic had a hands-free driving operation in school zones.
- Traffic conducted a crosswalk enforcement operation.
- Traffic also conducted traffic studies at Lk. Charm, Palmetto St., Lee Ave, and Windy Pine.

## **Community Response Team**

- Purchased budgeted equipment for surveillance
- Provided support to other areas such as patrol and Criminal Investigation Division (CID) by conducting surveillance, assisting with search warrants, and locating wanted subjects. Including one who had an active warrant for aggravated stalking.
- Deployed proactively to address problems such as, vehicle burglaries, holiday thefts, and drug related issues. This resulted in multiple arrests, capiases, and warrants served.
- Conducted multiple alcohol and tobacco compliance checks.
- Conducted cases involving large seizures such as 3.7 lbs of marijuana and \$11,070 by Community Response Team (CRT) and an airplane seizure by the task force agents.
- Did an LSD sting at Oviedo High School with search warrants and one arrest.
- Put new camera into place and it is now operational.

## **Criminal Investigation Division**

- Investigated 238 cases, with 50 cases cleared.
- Had 60 callouts.
- Responded to 12 death investigations.
- Conducted 10 backgrounds for new employees.
- Helped paint new Oviedo Girls and Boys Club.

## **Fire Suppression/EMS Division**

- Conducted annual review and update of the City Exposure Control Plan.
- From October 2020 to June 2021:
  - Responded to 3,193 Incidents
  - Saved \$6,347,346 worth of Property and Contents
  - Completed 7,293 Hours of Training
  - Collected \$291,936 in EMS Transport Billing

## **Fire Prevention Division**

- From October 2020 to June 2021:

# Strategic Plan

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- Completed 956 Inspections
- Completed 279 Commercial Plan Reviews
- Completed 31 Public Education Events and Station Tours
- Reached 7,858 Citizens and Visitors through Prevention Education Activities

## Emergency Management

- Conducted annual review and update of the Emergency Management Plan.
- Participated in Seminole County Emergency Management Annual Hurricane drill.

## 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.
  - Evaluate potential locations and costs for an additional fire station.
- Maintain traffic safety.
  - Traffic Crashes:

October 2020 – March 2021	
Traffic Crashes	330
Injuries	63
Fatalities	0
Motor Vehicle vs Bicycle	5
Motor Vehicle vs Motorcycle	5
Motor Vehicle vs Pedestrian	6

- Maintain disaster preparedness readiness and disaster recovery 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 and six thousand six-hundred and one (6601) followers.
  - Police Twitter account has three thousand six- hundred and seventeen (3617) followers.
- Participate on the Fire Twitter page to inform the community of events and police.
  - Fire Twitter account has three thousand six- hundred and seventeen (3617) followers.
- Two Firefighters have completed Paramedic school.

# Strategic Plan

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## Years 2020-21 through 2021-22

- Enhance Workplace Safety:
  - Build Organizational Safety Awareness through use of the City Safety Committee.
  - Conduct annual safety audits of City facilities/follow-up establish process for corrective actions.
  - Continue the Fire Department Safety Committee and find opportunities to create a safer work environment.
- 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.
  - Expand internal fire re-inspection capabilities for exiting commercial buildings.
- 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 applications not approved.
- Brush Truck AFG vehicle grant has been submitted to FEMA and is awaiting review.
- Pursue potential additional safety grants or funding opportunities.

## 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

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

- Hosted the monthly Food Truck Thursdays in October, November, January, February, and March with the approved layout changes and other modifications and restrictions due to COVID-19.
- Hosted the seasonal Movies in the Park during the months of October, November, January, February, and March.
- 12 Days of Christmas was restructured and renamed to “Christmas in Oviedo” due to COVID-19. Winter Fest was cancelled but we were still able to offer the following events to the

# Strategic Plan

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community:

- Tree Lighting ceremony (prerecorded video presentation).
- Nutcracker offered two sessions with reduced capacity on the great lawn
- Breakfast with Santa's Helpers was offered at limited capacity.
- Dueling Pianos was offered at limited capacity.
- Build a Bear.
- Santa Paws in the park.
- Comedy Night was offered at reduced capacity.
- Jingle Bell 5k.
- Santa's Calling.
- Movie Night and Holiday Bingo capped off the holiday festivities
- The following events or programs were cancelled due to COVID-19 challenges: Oviedo Oktoberfest, Great Day in the Country, Festival of Frights, Martin Luther King (MLK) Parade & Celebration (provided a virtual viewing option), Bark & Brew, and the quarterly Employee appreciation luncheon.
- Staff has been working on the creation of new protocols, policies, procedures, etc. in order to offer different amenities and facilities.
- Staff continues to manage ongoing events as well as building relationships with existing and potential new sponsors.

## **Athletics & Gymnasium**

- Gymnasium floor was resurfaced and reopened on January 2<sup>nd</sup> for play.
- Gymnasium hosted voting for the 2020 Elections from October 19<sup>th</sup> – November 3<sup>rd</sup>.
- Athletics hosted a Fall Youth Flag Football League from October 3<sup>rd</sup> and concluded play on November 21<sup>st</sup>.
- Winter Youth Flag Football registration opened on November 2<sup>nd</sup> with the season to begin on January 9<sup>th</sup> 2021.
- Spring Youth Basketball League registration opened on November 16<sup>th</sup> with the season to begin on January 23<sup>rd</sup>.
- Round Lake Park hosted two women's WAIT Tennis League's throughout the quarter on Wednesday mornings.
- Round Lake Park officially opened the southern tennis courts for play with fees.
- Athletics completed the Winter Youth Flag Football season on Saturday, March 13, 2020, following approved modifications and restrictions due to COVID-19.
- Oviedo Bath Ruth and Oviedo Little League both had opening day games began on Saturday, February 20th. OBR did not host their annual opening day ceremony at the Oviedo Sports Complex due to the presence of the COVID-19 Pandemic. Both Leagues began practicing on Monday, January 25th at the Oviedo Sports Complex.
- Florida Kraze Krush began using Shane Kelly Park on Monday, February 1<sup>st</sup> for their soccer program following league guidelines and new protocol due to COVID-19.
- Spring Youth Flag Football assessments were held on Saturday, March 27th with practices beginning on Saturday, April 3<sup>rd</sup>, following approved modifications and restrictions due to COVID-19.
- The Spring Youth Basketball League began game play on Saturday, January 30th, and concluded league activities on Saturday, April 3<sup>rd</sup> following approved modifications and

# Strategic Plan

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restrictions due to COVID-19.

- Athletics Staff completed minor repairs to archery target stands to be fully operational once again.
- Oviedo High Tennis utilized the Round Lake Tennis Courts for their spring season from January through the end of March.
- Athletics concluded the Winter Monday Night Adult Softball League on March 15th, and begin the Spring Monday Night Adult Softball League on March 22<sup>nd</sup> following approved modifications and restrictions due to COVID-19.

## **Aquatics & Riverside**

- Aquatics was home to the Oviedo High School 2020 FHSAA Boys 4A State Champion Swim Team, and runner up Girls 4A State Champion Swim Team.
- Staff replaced the pump and motor for the Geothermal Pool heaters.
- Training Cudas continued to practice and swim on Tuesday & Thursday evenings throughout the quarter.
- Aquatics replaced a 12” butterfly valve on the Big Kahuna recirculation pump #2.
- Racquetball Court floor was resurfaced and reopened on January 2<sup>nd</sup> for play.
- Staff had begun the process of sealing cracks that have developed on the Tennis Court surface at Riverside.
- Staff trimmed the trees in the Skate Park and around the Tennis Courts.
- Riverside Staff hosted Family Bingo at Center Lake Park in October, November, and December.
- The Racquetball Courts reopened to the Public on October 12<sup>th</sup>.
- Riverside Park reopened the facility to the public on October 19<sup>th</sup>.
- Aquatics hosted a Lifeguard class for 9 participants during Seminole County Public School Spring Break following approved modifications and restrictions due to COVID-19.
- Aquatics hosted the Training Cudas Swim Team on Tuesday and Thursday evenings throughout the duration of the quarter following approved modifications and restrictions due to COVID-19.
- Aquatics replaced one of the 25hp recirculation pump and motors on the Big Kahuna Pool.
- Aquatics facilitated the annual water slide engineering inspection to prepare for the annual State inspection.
- Aquatics hosted Oviedo, Hagerty, and East River High School’s Boy’s & Girl’s water polo practices from January through the end of March following approved modifications and restrictions due to COVID-19.
- Aquatics replaced the splash-pad recirculation motor.
- The Riverside Pool Deck was resurfaced and all deck mounted water hose bibs relocated to irrigation boxes on the side of the pool deck.
- The Splash-pad, located at Center Lake Park, pebble flex surface was replaced with the only NSF-50 rated Aquatic Safety Surface, LifeFloor foam tiles.
- Riverside Park replaced the entire fence line surrounding the Skate Park. All fence posts mounted to the deck were removed and core drilled into the concrete. All chain link surrounding the Skate Park was replaced as well.

# Strategic Plan

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- The Skate Park received repairs to various areas of concrete within the park to include the grinding of coping which was removed and replaced, along with minor areas where a section of concrete was removed and replaced.
- While the Skate Park was receiving fence and concrete work, Riverside Staff pressure washed the entire park, and also re-painted all skate park obstacles.
- Riverside Staff introduced the Storytime & Crafts for Kids, ages 2-5 program on Wednesday, February 3rd. The program has switched to the 1st & 3rd Thursday of each month.
- Riverside Staff introduced the Virtual Trivia on Zoom on Wednesday, February 10th. Virtual Trivia is held on the 2nd and fourth Wednesday of each month.

## Facilities Maintenance

- Repaired the following:
  - Cooling system at the Gym/Aquatics
  - Pool heater at Riverside
  - Roof at Fire Station #48
  - A/C at COP Center
  - Various lights at OOTP
  - Blower fan at OSC offices
  - Heat pump at Riverside
  - Gym heat pump, replaced refrigerant and replaced sensors
- Replaced the following:
  - Urinal toilet at Public Safety
  - Lighting globes on exterior building of Public Safety
  - Cables on door at Fire Station #48
  - Roll-up door at Dial Building
  - Light fixture at Long Lake
  - Dispensers for toilet paper, paper towel and soap in all buildings
  - Chemical dispensers in buildings with mop sink
- Facilitated the following:
  - Privacy film installation on door in Human Resources
  - Pressure washing of buildings and surrounding sidewalks/curbs at City Hall, Annex and Medical Clinic
  - Interior and exterior window cleaning at City Hall, Annex and Public Safety
  - Carpet cleaning at Fire Station # 48
  - Tile glazing and new fixtures installation in bathroom at Public Safety
  - Christmas decorations on exterior of City buildings
  - Door at Fire Station #48 serviced and repaired
  - Renovation of shed at the Gym for Park Ranger
  - Cleaning and spraying for COVID-19, upon notification
  - Vendor installed power to shed at Gym
  - Vendor installed power for mini split HVAC at Fire Station #1
  - Vendor installed electrical upgrades for air purifiers at various City locations
  - New flooring installed in Clerk's office and Human Resource
  - Carpets cleaned at Public Safety, Fleet, Gym/ Aquatics & OOTP
  - Pressure washing performed at Public Works Administration, Fire Administration & Sweetwater Park

# Strategic Plan

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- Interior & Exterior windows cleaned at fire Administration, Fire Station 48, Fire Station 1, Public Works Administration, Fleet & OOTP
- Roll-up door at Dial Building
- Flooring installed at Round Lake
- PRM training for Facility staff
- Vendor made electrical repairs at OOTP
- Walk through with Siemens for the annual inspections as part of the past energy project
- Installation of new LED lights in Multi-purpose room at Riverside
- New Life/ HVAC and controls cleaning at Gym, Riverside and City Hall
- Hiring of two (2) new employees: Qamar Lewis and Margarita Penwell
- Maintain the following:
  - Annual certification/inspections of all City fire extinguishers
  - Quarterly grease trap serviced at Cultural Center
  - Semi-annual fire suppression inspections
  - Monthly pest control service in City buildings
  - Gutters at City Hall, Public Safety and Lawton House
  - Additional lighting installed outside of Medical clinic
  - Staff meeting and PRM training
  - Monthly elevator inspections at City Hall, Annex, Public Safety & Fire Station #1
  - Monthly pest service at all City facilities
  - Quarterly grease trap maintenance at OOTP
  - Annual preventative maintenance on eight (8) City ice machines
  - Safety Committee inspections performed by Troy and Kevin
  - Deep cleaning of HR dept. As part of the renovation of replacing the carpet and painting, staff thoroughly cleaned the entire footprint of the HR office setting.

## Parks

- Repaired the following:
  - Irrigation CLP, OSC, SKP, and Round Lake
  - PVC fence at Round Lake
  - Washouts at CLP
  - Waggin Trail leading to the Bark Park
  - Retaining wall bricks at OSC
  - Front gate at OSC
  - Sweetwater boardwalk
  - Retaining wall bricks at OSC
  - Front gate at OSC
  - Batting cage lights at OSC
  - Irrigation pump at Gymnasium Trail Head
  - Irrigation leak under the sidewalk on City Plaza Way
  - Irrigation on D2 at OSC
  - Repaired blue slide and swings at Friendship park
  - Repaired irrigation pump at Friendship
  - Repair mainline break at SKP
  - Fence at Long Lake
  - Irrigation at Riverside

# Strategic Plan

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- Replaced the following:
  - Irrigation in the islands at SKP
  - Sod on the hill and bad areas in the Bark Park
  - Palm leaf roof on Bark Park structure
  - Mulch at Aquatic Center SKP and CLP
  - Light contactor at OSC batting cages
  - Irrigation pump at OSC D2
  - Sod on field D2 at OSC
  - Sod on culvert at the Bark Park
  - Mulch at Aquatic Center SKP and CLP
  - Light contactor at OSC batting cages
  - Pump start switch at Friendship
  - All basketball goal nets
- Installed the Following:
  - Warning track material at OSC
  - Stone around batting cages and drain areas at OSC
  - Holiday tree and decorations at CLP
  - Asphalt millings on over-flo parking road at SKP
  - Banners and Windscreen at OSC
  - Score tables
  - Backstops at OSC softball
  - Score table covers at OSC
  - Bridge at Round Lake
  - Drainage at Round Lake
  - Drainage at OSC D2
  - Irrigation at SKP new Cypress trees
- Maintained the Following:
  - Athletics Fields at OSC, SKP, Long Lake
  - Hill and common areas at CLP
  - River woods Park
  - Fields at OSC, SKP, Long Lake
  - Event lawn and common areas at CLP
  - River woods Disc golf route
  - Bark Park at SKP
  - Friendship Park
- Facilitated the Following:
  - Purchase of Bahia sod for Bark Park
  - Purchase Crimson stone for OSC
  - Musco repair of Aquatic Center Basketball court lights
  - Installation and removal of barricades for events
  - Purchase of Bahia sod for Bark Park
  - Removal of plant material and trees at Friendship Park
  - Removal of basketball court and hand ball wall at Sweetwater Park
  - Removal of Playground at Sweetwater for the new playground to be installed
  - Removal of barricades for food truck events
- Performed the Following Field Maintenance:

# Strategic Plan

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- Aerate all sport fields
- Verti-cut all sport fields
- Topdress SKP
- Versa-vac fields
- Install warning track material
- Sprayed herbicides
- Spread fertilizer with pre-emergent
- Aeration of all sport fields
- Verti-cut all sport fields
- Top-dress SKP
- Versa-vac fields
- Edged and drug clay on all fields
- Sprayed herbicides & insecticides
- Spread bulk fertilizer
- Completed the Following Plantings and Treatments:
  - 500 blue daze at SKP
  - Pre-emerge plant beds at Gym and CLP
  - Islands at Gym
  - Pots at OOTP
  - Pre-emerge plant beds at Gym and CLP
  - Cypress at SKP
  - Wedelia beds at CLP

## **On-going Activities**

- Updated 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 four (4) scholarships that totaled \$455 in the first quarter of FY 2020/21.
- Continue to deliver a diverse range of recreation programs and community events.
- Review development regulations to ensure the goals of the Strategic Focus Area.
- Improvements to the Stubbs Property have been placed on hold. Currently, there is no funding to begin construction. Staff requested funding in FY 2020/21. There are no capital improvement funds in next year's budget to begin the project.
- Due to the outbreak of the COVID-19 pandemic, City Park facilities, playgrounds, and programs have been slowly opening to the public. During this time, staff has been and will continue to perform high level deep cleaning and sanitization of all City facilities, parks and playgrounds. Some facilities reopened and will continue to monitor weekly.

## **Years 2020-21 through 2021-22**

- Develop new programming for Center Lake Park.
- Construction/renovation of Oviedo Sports Complex with funding from the Land & Water Conservation Fund Program in FY 2019-2020. Improvements were completed in May of 2020.
- The design for the Owens property at Round Lake Park is ongoing with the City's continuing services engineer, VHB.
- Recreation staff received notice that the City was chosen for two FRDAP grants, which were approved. Staff is currently in the process of issuing Notice of Commencement in which these

# Strategic Plan

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grants will go towards improvements at Sweetwater Park and Shane Kelly Park.

- Recreation & Parks applied for national accreditation in December 2019. This process will take approximately two years to complete. Currently, staff is in the process of completing the self-assessment. Staff has also formalized Recreation & Parks standard operating procedures, which will be a part of our accreditation process.

## **Years 2022-2023 through 2027-28**

- The installation of the multipurpose field and park maintenance building in FY 2020-2021.
- Consider a public referendum for facility construction and land acquisition if needed in FY 2020-21.
- Complete construction on the multipurpose field and new maintenance building at the Stubbs property.
- Renovate the Old Post Office into a future senior community facility.

## **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.

### **Accomplishments**

- Approved four (4) Architectural Design Orders following the architectural standards of Land Development Code (LDC) Article VIII.

### **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 proposed a sample of design manuals to be distributed to developers in order to better communicate the proposed Land Development Code (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 Land Development Code (LDC) rewrite.
    - Code Enforcement Staff continues to process Individual Residential Lot Tree Restoration Plan inspections and present to DRC when required.

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- The Code Enforcement Division continues to carry out the weekend sign pickup program.

## **Years 2020-21 through 2021-22**

- 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.

## **Years 2022-23 through 2027-28**

- 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.

### **Accomplishments**

#### **City Clerk**

- Prepared for new Council Member; updated PrimeGov database, ordered business cards, name plates for dais, name tags, and other miscellaneous items required for new members.
- Trained one (1) Council Member and one (1) CRA members on PrimeGov.
- Processed 216 liens searches.
- Updated PrimeGov database to remove staff that left and added new staff.
- Prepared agendas and finalized minutes.
- Met with Development services to inform them of their options for adding their documents into OnBase.
- Uploaded and indexed all liens into OnBase.
- Continued the review and editing of documents converted to OnBase to ensure entries were

# Strategic Plan

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legible, indexed correctly, and easily accessible when searched

- Coordinated with Finance and Code Enforcement to ensure all data bases matched and processed satisfactions for liens that were paid.
- Processed satisfactions for any outstanding liens that were over 20 years old in accordance with Florida Statutes.
- Records Specialist assisted with Audio Visual set up for the Sustainability Task Force meeting, Council meeting, Special Magistrate meeting and Public Works training in the Council Chambers.
- Distributed Code Supplements to all departments and updated supplements for the City Manager, Assistant City Manager, and Council Members.
- Continued to implement sanitation and social distancing procedures for Council and CRA meetings.
- Designed a digital proclamation template.
- Implemented online Board Application Form.
- Advertised for applications for positions on the Local Planning Agency (LPA) Board, Charter Review Committee, Police Pension Board, and Public Arts Board members.
- Received and processed Election campaign reports for candidates.
- Records Specialist attended online courses required to obtain Certified Municipal Clerk (CMC) certifications.
- Deputy City Clerk and Records Specialist attended the virtual Florida Association of City Clerks (FACC) Fall Conference.
- Deputy City Clerk applied for and received an International Institute of Municipal Clerks (IIMC) online learning scholarship.

## **Finance**

- Issued the Utility Refunding and Revenues Bonds, Series 2020A, in the not to exceed amount of \$35 M, which refunded the outstanding Utility Revenue Bonds, Series 2010B, and will fund various capital improvements to the Utility System, in an estimated amount of \$3.165 M. By refunding the Series 2010B Bonds, the City was able to secure in excess of \$6.8 M in savings over the remaining life of the Bonds.
- Completed audit fieldwork for the FY 2019-20 Comprehensive Annual Financial Report.
- Submitted the FY 2020-21 Adopted Budget to the Government Finance Officers Association (GFOA) for consideration for the Distinguished Budget Presentation Award.
- Received Certificate of Achievement for Excellence in Financial Reporting for the City of Oviedo's FY 2018-19 Comprehensive Annual Financial Report.
- Attended Police and Fire pension meetings.

## **Information Technology**

- Obtained additional Microsoft licensing through CARES Act funding
- Obtained additional laptop computers through CARES Act funding
- Upgraded Adobe Acrobat VIP account to Adobe Enterprise LGA program to add additional licensing at a reduced cost
- Installed IT equipment in new concessions building at OSC
- Moved Verizon phones from NASPO contract to State of Florida account for cost savings
- Upgraded City Staff flip phones to smart phones

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- Upgraded Virtual Domain Controllers from Win 2012 to Win 2019
- Upgraded Horizon virtual client from Ver 7 to Build 2006 for instant clone technology
- Completed migration of historical documents from SIRE to PrimeGov
- Replaced end of life Cisco switches in Public Works
- Contracted Bright Consulting Services to provide Naviline training to new staff in Development Services
- Provided Seminole County Property Appraiser with updated data pulls for permits and CO's to enable auto uploading to SCPA system
- Updated Naviline from v9.1 Build 9.1.20.1 to v9.1 Build 9.1.20.3
- Replaced Cisco VG248 Analog Voice Gateway
- Installed Genetec access control at Evans St buildings for Fleet and Utilities
- Deployed GFI Languard for network inventory and patch management
- Installed additional network connectivity for CareHere
- Deployed AdobeSign as City electronic signature software
- Deployed new laptops funded from Cares Act
- Replaced batteries in Data Center UPS
- Installed Verizon Network Extender in Fire Administration building
- Installed Microsoft emergency patches for MS Exchange HAFNIUM hack. Ran validation tools to confirm the City Exchange server was not compromised.
- Implemented Crime Free multi-housing program for Oviedo PD
- Participated in Public Works Risk and Resilience Assessment (RRA) and the Emergency Response Plan (ERP) under the America's Water Infrastructure Act of 2018 (AWIA).

## GIS

- Updated Santa Run routes to be more efficient. Created map book for Firetruck with turn by turn directions
- Prepared documents and resolution for name change for Avenue B to Adeline B Tinsley Way
- Created a Trash Pickup Day GIS app to show trash pickup days for new solid waste provider
- Created maps for ION cleanup project, shop with a Cop parade, and Oviedo Police District
- Verified and updated tornado siren locations in GIS
- Mentored Mrs. Porter with Jackson Heights Middle School GIS program. Assisted with ESRI accounts for new students.
- Researched locations for possible Cricket field in the City, prepared maps.
- 2020 Census came to an end
- Provided Public Works with maps for Road Updates for the Public.
- Updated Access Gate Data for Public Safety
- Street ROW and Jurisdiction verification for Lake Charm Dr. and CR 419
- Verified and updated septic homes in GIS data.
- Finalized Adeline B Tinsley Way Street Name Change. Resolution 4019-21
- Provide Mayor Sladek with Information on estimated percentage of homes that are rentals in Oviedo and total Apartments in the City.
- Garbage Customer total for SFR – QA/QC with Finance
- Fire Hydrant Locations QA/QC
- Address new buildings and QA/QC address Issues that come up through permitting

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- Provide GIS data requests

## **Human Resources**

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

- Recruited and filled twelve (12) position vacancies.
- Hired nine (9) regular employees to fill various department vacancies.
- Processed the promotion of four (4) city employees.
- Processed one hundred and four (104) personnel actions.
- Reviewed and processed two hundred and six (206) applications for employment.
- Continued “Virtual” On-boarding process in response to COVID-19.

### **Training and Employee Development**

The HR Department coordinated fifteen (15) employee development trainings conducted by outside vendors such as FirstNet. The following training topics were provided:

- Hazard Recognition
- Avoiding Collisions While Backing & Parking
- Preventing Sprains & Strains
- Fall Protection
- 8 Tips for Working from Home
- New Employee Safety Orientation
- Ethical Decision Making in the Workplace
- Workplace Bullying and Violence Prevention
- Harassment Prevention for Employees
- Email in the Workplace
- Listening Skills
- The Role of Customer Service
- Diversity & Inclusion in the Workplace
- Cybersafe Cybersecurity
- Intent vs. Impact – Sexual Harassment Awareness for Today’s Workplace

### **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. First quarter topics included the following:
  - Backing, Parking, and Intersections
  - Distracted Driving
  - Defensive Driving
  - Three Keys to Safe Driving
- Continue to review and update the City’s property schedule.
- Continue to work with assigned insurance property adjuster and department points of contact with the processing of Hurricane Irma property damage claim.

# Strategic Plan

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- Continue work with FEMA recovery service, DMS, to ensure claim documentation from insurance company includes the necessary information required by FEMA.

## **Safety Training**

Safety Trainings to date include:

- Hazard Free Housekeeping For Your Work Area
- Safety on the Road: Safety in Reverse
- Safety of the Job: Give Safety a Lift

## **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 quarter:

- Reviewed and investigated fifteen (15) workers' compensation claims.
- Reviewed and investigated three (3) property claims.
- Reviewed and investigated three (3) liability claims.
- Reviewed and investigated seven (7) auto claims.

## **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. During the first quarter, Safety Orientation material was delivered to nine (9) new hires via in-person or virtually via an on-line narrated PowerPoint presentation.

## **COVID-19 Emergency Response**

- Assisted departments in transitioning employees on telework assignments back to the workplace. Approximately 95% of those previously on telework assignments have returned.
- Reviewed and helped manage the isolation orders of City employees who were required to self-quarantine as a precaution.
- Continued to facilitate interdepartmental communication/response to potential cases/exposures to ensure the health & safety of staff.
- Continued to manage and facilitate the Vacation Travel Request protocol.
- Continued to provide PPE to newly hired and existing employees.
- Continued to facilitate the Child Care Application/Authorization for First Responders to receive free emergency childcare assistance during the pandemic.

## **Wellness and Health Care Management**

- Implemented benefit open enrollment elections for 2020-21.
- Managed benefit changes and employee communications in accordance with employer's responsibilities under the CARES Act.
- Coordinated one-hundred (100) flu shots for employees and retirees, offered via drive-up and socially distanced service in Council Chambers and Employee Wellness Clinic.

# Strategic Plan

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- Distributed Wellness Incentive Awards (\$50 gift cards) to forty-three (43) eligible participants during the first quarter, for completing their Annual Health Assessment at the Employee Wellness Clinic.
- Assisted employees and retirees with claims, and reimbursements for medical deductible expenses.
- Audited and updated eligibility changes to the medical, dental and vision plans.
- Managed the FMLA, short-term and long-term disability programs. Thirteen (13) employees utilized leave either on a continuous or intermittent basis.

## Public Information

- Produced eighteen (18) internal publications for Public Works, Utilities, Stormwater, and Oviedo in the News.
- Handled six hundred seventy-six (676) internal media requests.
- Broadcasted sixteen (16) public meetings.
- Posted seven hundred thirty-six (736) Facebook posts.
- Posted seven hundred ten (710) Twitter posts.

## Purchasing

- Purchasing Policy update, August 2021.
- Implementation of electronic signatures for Work Order Reviews.
- Processed thirteen (13) solicitations in FY 2021.
- Reviewed the City's Purchasing Procedures to initiate centralization of the City's Purchasing functions.
- Collaborated with other governmental entities for input and assistance with purchasing improvements.

## Fleet

- Two technicians certified to performance PM Servicing and general repairs in Q2 of FY 20-21. Having these certifications leads to cost savings by performing work in house that was previously sent out.
- All PM work for Fire/Rescue equipment performed in house in Q3 of FY 20-21 and to continue, cutting the cost of servicing this equipment nearly in half and increasing readiness of the equipment for Fire.
- Fleet incentive program initiated and to begin as of Oct 1, 2021. This program was designed and initiated to incentivize technicians to gain further certification in both ASE (Automotive Service Excellence) and EVT (Emergency Vehicle Technician). The training along with the certifications earned increase the overall knowledge within the shop, allowing more repairs to be done in-house vs. sending the unit out for repair, which is a significant cost savings long term. This program also promotes advancement within the department and gives employees solid goals to work towards while earning more pay.

## 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.

# Strategic Plan

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- 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 (old document management software) cabinet.
- Continue to rename and update documents converted from SIRE (old document management and agenda software) into OnBase (new document management and agenda software) 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.
- Work with EPIC to facilitate completion of their three (3) tier project plan proposal.
  - Project One (1) – Stability is an assessment of immediate risk as it applies to the state of the City’s IT infrastructure and staffing resources; includes risk mitigation strategies. Track the three (3) year plan for stability provided by EPIC.
  - Project Two (2) – Strategy is the development of a long-term IT Master Plan for the City. Work with EPIC on the strategy for a long-term IT Master Plan.
  - Project Three (3) – Sustainability provides the information, instruction, and guidance to develop and implement IT governance to effectively manage the IT Master Plan as a continuous process. Work with EPIC on the development and implementation of ongoing sustainability.
- 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.
- Implement second phase of MAG Classification and Compensation Plan to address compression issues.
- Maintain competitive wage and benefit structure.
- Promote employee wellness by offering 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).

# Strategic Plan

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## **FY 2020-21 through 2021-22**

- Continue to enhance productivity and customer service by 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.
- Consider developing a convenience fee for those paying with credit cards.
- 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.

# Budget and Financial Policies

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## **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 balance recurring operating expenditures with current or recurring revenues, and to the extent possible, not appropriate fund balance to meet recurring operating needs. 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:*

Recurring expenditures should be equal to or less than recurring revenues. The City must identify recurring resources that at least match expected recurring annual expenditure requirements. One-time revenues, non-recurring revenues, and ending fund balances should be targeted to the extent possible to reserves or to fund one-time expenditures.

# Budget and Financial Policies

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## *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 (budget carryforward) to resolve unusual situations or hardships caused by these procedures.

## *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. 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 Comprehensive Annual Financial Report 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 five 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:*

Within the Finance Department, it is responsibility of the department to establish grant procedures; facilitate department grant coordination; and provide GAAP accounting and reporting. It is each individual department responsibility to identify and disseminate grant opportunities; prepare and submit grant-related requests of the City; and establish and maintain grants. All grant opportunities should be presented to the City Manager or designee for review and consideration.

1. When Grant notifications are received by a department, the department shall be responsible for reviewing the grant guidelines for compatibility with pending or proposed projects, and to determine any impacts to the City, including financial, if the Grant is awarded.
2. Prior to submitting a Grant to the City Manager or City Council for approval, the department responsible for the grant will validate the availability of required City funding from the City's Budget Office. If funding is available, it will be set aside as the required match for the Grant.

# Budget and Financial Policies

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3. Approval to Submit a Grant shall include the presentation of the Grant to the City Manager and then the City Council for approval, if required; if the Grant, including any local match, is equal to or less than \$50,000 the City Manager or designee can approve the submission of the Grant.
4. If a Grant application has been approved by the City Council and submitted but not awarded during a fiscal year and new funds are available in the next fiscal year then the City Manager can approve the re-submission of the Grant application. 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.
5. The department requesting the grant shall be responsible to prepare and submit applications within the required timeframe.
6. Grant Agreements in acceptance of both competitive and entitlement grant awards shall be approved by the City Attorney.
7. Anticipated entitlement funds received on an annual basis, should be included in the budget preparation to the fullest extent possible.
8. Amendments to existing Grant agreements impacting the commitment of the City resources shall require the City Council's approval. Non-material changes shall be approved and executed by the City Manager or his/her designee.
9. Budget Amendments to allocate the anticipated revenue and expenditures applicable to the grant awards shall be approved by the City Council. This should occur in conjunction with or subsequent to the approval of the grant agreements/contracts.
10. The department submitting the Grant will ensure compliance with all Grant requirements as detailed in the respective grant agreements. The department submitting for the grant will prepare and submit financial and project reports, reimbursement request, close-out reports and any other items required by the grantor. All mandated documents shall be filed with the grantor in accordance with their required format, content requirements, and deadlines. Approved grant agreements/contracts should be provided to the Finance Department for financial review and file maintenance of official documents.
11. Application Withdrawal:
  - a. If it should become necessary to rescind a grant application following its submission to the grantor, and prior to notification of award/denial, the withdraw notice shall include a letter executed by the City Manager.
  - b. If it should become necessary to rescind a grant application after award of the grant to the City, the withdraw notice shall include a letter executed by the City Manager. A budget amendment to remove grant-related revenue and expenditure allocations due to the termination of a previously approved agreement shall be presented to the City Council for approval.

# Budget Document Format

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## **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

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## 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 February, 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

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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>Date</b>	<b>Activity</b>	<b>Participants</b>
February 17	CIP Kick-Off Meeting City Hall Council Chambers 10:00-11:00 AM	<i>City Manager Budget Office Departments</i>
March 11	CIP Kick-Off Meeting City Hall Council Chambers 10:00-11:00 AM	<i>City Manager Budget Office Departments</i>
March 29	Budget Worksession City Hall Council Chambers @ 6:00 PM	<i>City Council</i>
April 10	Budget Input Closes	<i>Budget Office</i>
April 20 - May 13	Budget Review Meetings	<i>City Manager Budget Office Departments</i>
June 1	Preliminary estimate of taxable value submitted to the City from Property Appraiser.	<i>Property Appraiser</i>
June 28	Budget Worksession City Hall Council Chambers @ 5:30 PM	<i>City Council</i>
July 1	Property Appraiser certifies the taxable value on DR-420 and delivers it to each taxing authority.	<i>Property Appraiser</i>
July 19	City Council Meeting to approve FY 2021-22 Tentative Millage Rates and schedule 1st Budget Public Hearing	<i>City Council</i>
July 31	Proposed Budget Book submitted to City Council	<i>Budget Office</i>
No later than August 4	Advise the Property Appraiser of the proposed millage rates, rolled-back rate, and date, time, and location of the 1st budget public hearing.	<i>Budget Office</i>
No later than August 24	In compliance with section 200.065, F.S., the Property Appraiser mails the TRIM notice within 55 days after certification of value.	<i>Property Appraiser</i>
August 23	Budget Worksession City Hall Council Chambers @ 6:00 PM	<i>City Council</i>
September 9	Budget Regular Session - First Public Hearing City Hall Council Chambers 6:30 PM	<i>City Council</i>
September 16	Advertise the City's intent to adopt a final millage and budget.	<i>Budget Office</i>
September 20	Budget Regular Session - Second Public Hearing. Adoption of FY 2021-22 Budget Book and FY 2021-22 Millage Rates.	<i>City Council</i>
September 21	Send the resolution or ordinance adopting the final millage rate and budget to the Property Appraiser, the Tax Collector, and the Department of Revenue.	<i>Budget Office</i>
October 1	Beginning of Fiscal Year	

# Budget Development Guidelines

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## Revenues:

1. Florida State Statute 200.065(2)(a)(1) provides that each taxing authority shall utilize not less than ninety-five percent (95%) of taxable value for budget. The General Fund budgets 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 directors and managers will prepare their respective budgets at the department and program level and allocate appropriations to specific line items.
2. Personnel services for bargaining employees will be estimated based on collective bargaining provisions governing salary adjustments, whereas personnel services 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 most recent actuarial report 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. Actuarial reports will be completed annually and will be used to assist with recording medical reserves, monitoring liquidity and medical inflation and to facilitate State compliance.

## Reserves:

1. The General Fund unappropriated fund balance will be maintained at a minimum equal to fifteen percent (15%) of the annual General Fund expenditure budget, less transfers. Should the unappropriated fund balance fall below

# Budget Development Guidelines

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15%, the City Council will take necessary steps to replenish the balance to the 15% target level prior to the close of the following fiscal year.

2. If the ending unappropriated fund balance in the General Fund is above 15% of General Fund expenditures, less transfers, at fiscal year-end, the City Council may transfer the excess amount above 15% to any of the non-Water/Sewer Capital Project Funds. The City Manager will disclose the excess amount, if any, after completion of the financial audit and may recommend transfer options.
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 Working Capital reserve equal to a minimum of one hundred twenty (120) days of the Water/Wastewater operating budget. (Operating budget by definition does not include depreciation, debt service or capital expenditures.)
4. The City shall maintain a minimum capital reserve balance in the Water/Wastewater Renewal and Replacement Fund equal to 50% of the prior year's 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 5-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 5-Year CIP will focus on projects that have an identified funding source.

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 5-Year CIP and will be included as required in the annual operating budget.
4. As part of the 5-Year CIP, a vehicle replacement schedule will be developed and updated annually for a five-year period. Two separate vehicle replacement funds will be maintained, one for the General Fund and one for the Stormwater, Water/Wastewater Enterprise Funds.

# Budget Development Guidelines

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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 help determine CIP priorities and costs for the respective improvements.

## 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 on an on-going basis for the purpose of determining if the financial marketplace will provide the City the opportunity to refund any issuance for debt service savings.

The City will confine long-term borrowing to capital improvements which have useful lives exceeding five years.

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

The City shall limit its general government long-term debt (excluding revenue bonds) to no more than three percent (3%) of the gross taxable value of the City.

## 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 fund and is less than \$25,000 shall be reviewed by the Finance Director or designee; from \$25,000-\$50,000 shall also be reviewed and approved by the City Manager or designee.

Any budget transfer that is made between “object categories” (expenditure accounts such as personal services, operating expenses and capital outlay) within the same fund, that is an account correction shall be reviewed and approved by the Finance Director or designee; transactions greater than \$25,000 shall also be reviewed 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. Transfers of \$50,000 or more;
- b. All interfund transfers regardless of the amount;
- c. Recognition of non-budgeted and unanticipated grant revenues received during the fiscal year;
- d. Any increase or decrease in appropriated fund balance;
- e. 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

# Budget Development Guidelines

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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 Director 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 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 45.43% 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 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 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 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:

- 4.0% wage adjustment for all employees. 3.2% is included in the Salary Budget and the remaining 0.8% is budgeted in Reserve for Contingency.
- 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 2021-22 budget includes an 8.7% 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 decreased from 13.02% to 12.20% for FY 2021-22 and the Fire

contribution decreased from 12.30% to 10.80%.

- 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 2021-22 budget at operating expense levels similar to the current year FY 2020-21 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 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 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 Government Finance & Fund Structure**

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## **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. The revenues projected are expected to be received within the budget year presented. Likewise, the expenditures projected are expected to be paid out during the budget year. Using this assumption, the current year revenues are compared to the expenditures to ensure that each fund has sufficient revenues to cover expenditures during the budget year, or that there are sufficient cash reserves in the fund to cover a revenue shortfall. 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

# **Basis of Government Finance & Fund Structure**

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 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, Street Light Fund, and American Rescue Plan 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, and Recreational Facilities Improvements 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

# **Basis of Government Finance & Fund Structure**

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. 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.

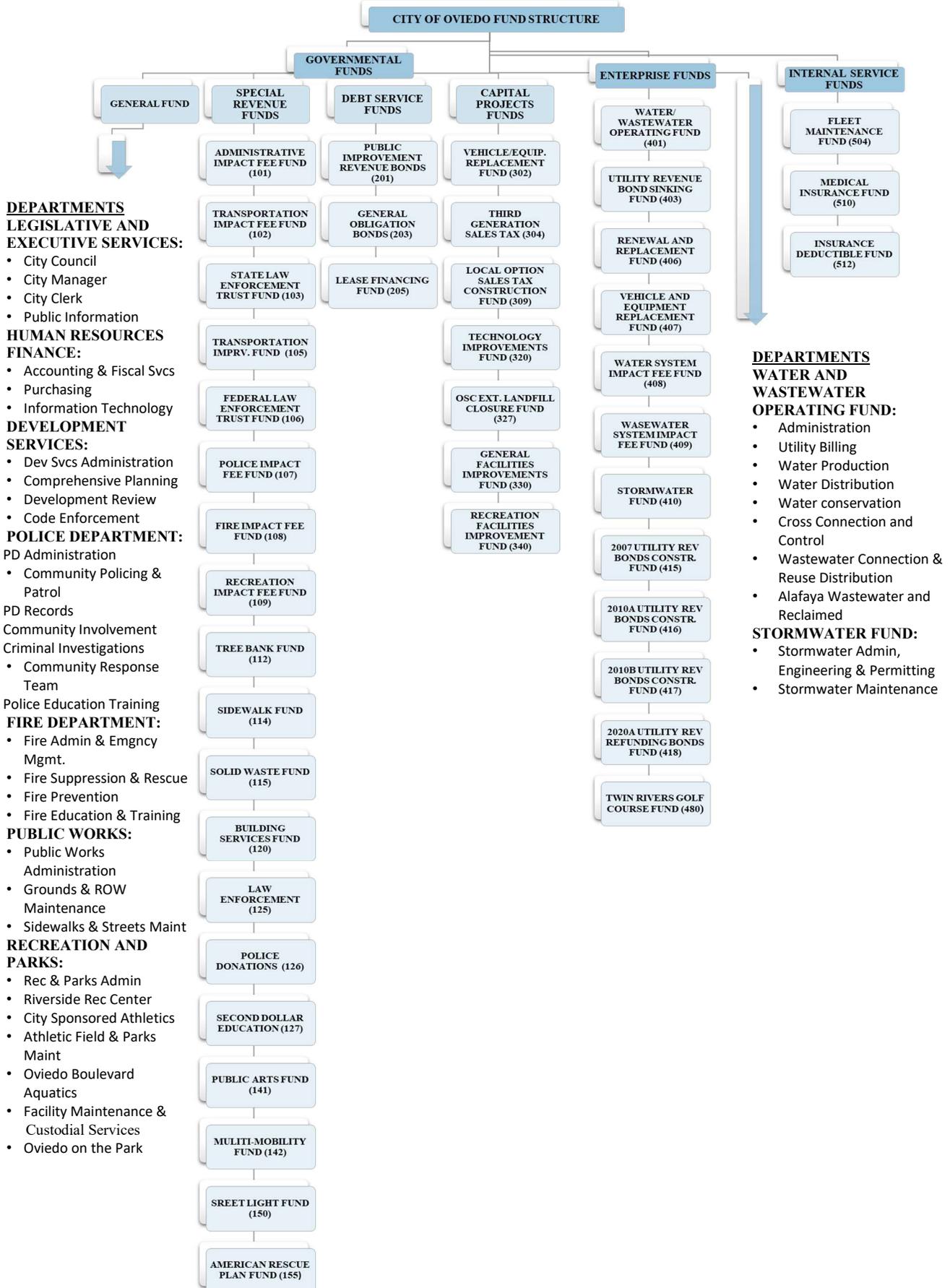
The Medical Insurance Fund is used to account for the City's health, life, and long-term disability insurance program. This fund was established to better monitor claim costs for the City's self-insured medical insurance program administered by Blue Cross and Blue Shield of Florida.

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, 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.

# Organizational Fund Chart



# 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.

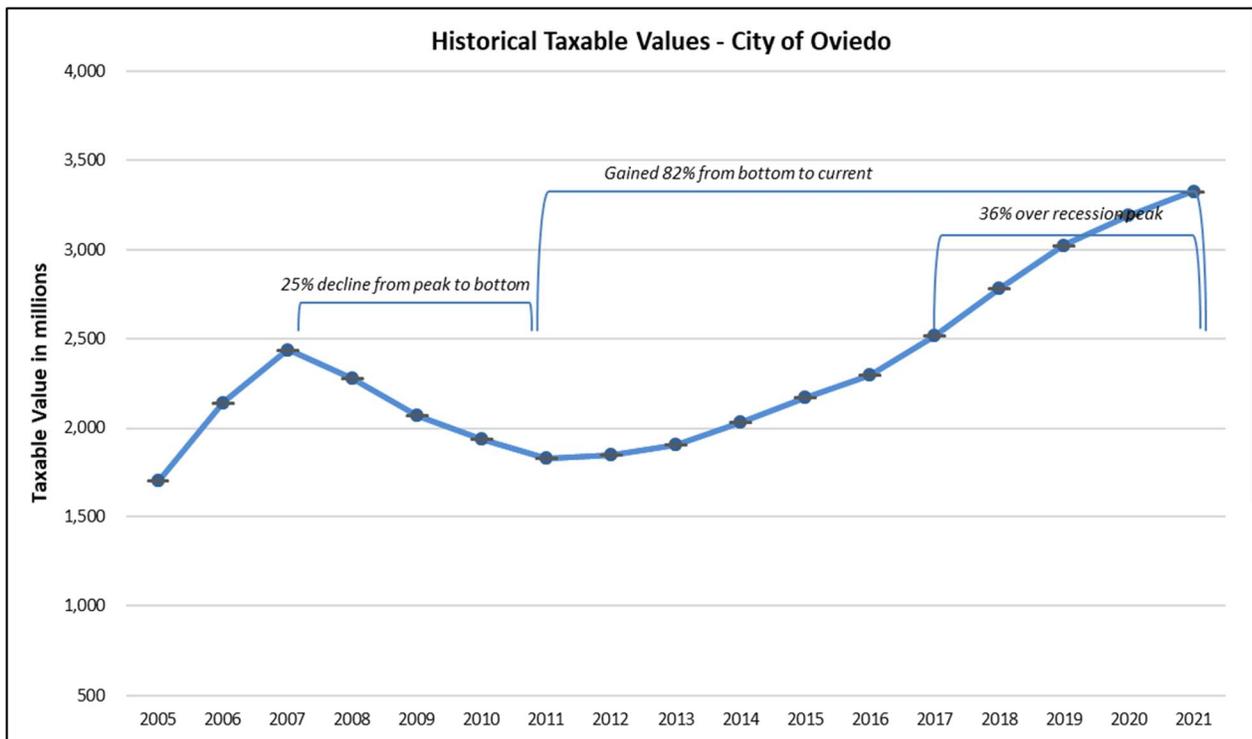
One strategy the City is utilizing to help evaluate future revenues and expenditures is creating a five-year economic forecast. If the five-year forecast indicates a declining financial position, the City can reduce expenditures, utilize fund balance reserves, and/or augment various revenue sources.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

## Changes in Revenues

Revenues are divided into four major categories: taxes, franchise fees, intergovernmental revenues and charges for services.

## Taxes

Per F.S. 200.081, *Millage limitation; municipalities* – No municipality shall levy ad valorem taxes against real property and tangible personal property in excess of 10 mills, except for voted levies. The City has been fortunate to have considerable growth in its taxable value over the last several years, attributable to both new construction and increase in existing taxable property values. For FY 2021-22, the City's gross taxable value increased 4.18%. The General Government operating millage increased to 5.1275 mills, while the General Obligation Bond millage decreased to .1545, for a total City millage of 5.2820. This millage rate remains the same as FY 2020-21. A millage rate of 5.1275 mills will result in an increase in Ad Valorem tax revenues of \$606,018. It is still too early to determine what affects COVID-19 may have on property values in subsequent years.



# Long-term Financial Planning

As noted in the graph above, the City's gross taxable value has increased 82% from the recession bottom in 2011. Additionally, the City's gross taxable value is currently 36% 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.

Under F.S. 166.231, a municipality may levy a tax on the purchase of electricity, metered natural gas, and water service. Currently, the tax is set at the maximum of 10%. Utility Service Taxes have remained fairly unaffected by COVID-19. The City has seen slight growth in utility service taxes over the past several years. The increase is due to new construction and growth within the City.

## Franchise Fees

Franchise Fees are charged at 6% and assessed against electric, natural gas, solid waste, propane, and sewer. Franchise Fees, like Utility Service Taxes, have remained fairly unaffected by COVID-19. The City has seen slight growth in franchise fees over the past several years. The increase is due to new construction and growth within the City.

## Intergovernmental Revenues

The predominant sources of revenue in intergovernmental revenues are State Shared Revenue, State Half Cent Sales Tax, Local Option Gas Tax, and the 3<sup>rd</sup> Generation Sales Tax. Municipal revenue estimates are calculated annually by the Florida Department of Revenue's Office of Tax Research. The FY 2021-22 Adopted Budget currently includes a 42% increase in State Revenue Share and 21% in State Half Cent Sales Tax, as compared to FY 2020-21 when the revenue estimates were low due to anticipated negative impact COVID-19 would have on the economy.

## Fees

The City of Oviedo imposes fees on various governmental services such as parks and recreation, water, sewer and stormwater services, solid waste collection, building permits, and police and fire services. The City's fees are reviewed annually by the Departments during the budget process and are reasonably based on the cost of the service. Recommended changes to City fees are presented to City Council for review and approval in September of each fiscal year. The FY 2021-22 budget also includes a 3% increase in water and sewer rates, along with a 2% increase in the stormwater rate.

## Changes in Expenditures

The City of Oviedo provides many services to its Citizens. These include, but are not limited to: Police and Fire Services, Recreation Programs and Events, Water, Sewer, Reclaimed and Stormwater Service, Solid Waste, and many others. The City strives to maintain the highest level of service available. The level of services provided can be affected by the varying requests of its Citizens, along with the economic environment. City Staff is constantly looking for ways to improve its service levels, and provide those services in the most efficient way possible.

# Long-term Financial Planning

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## **Personnel Services**

Personnel Services are one of the largest costs of the City and 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. In order to remain competitive in the market, wage increases are evaluated each year for inclusion in the budget. In addition, the City's actuary reviews healthcare claims and trends in order to establish health care premium rates. The City's healthcare consultant reviews the City's healthcare providers on an annual basis to ensure we are getting competitive rates.

## **Debt Service**

The City maintains a very high debt rating. The City's Water and Sewer Utility Revenue Bonds obtained a one-level upgrade to the City's Utility Bonds from Standard & Poor's in June 2009 (from A+ to AA). This rating was reaffirmed by Standard & Poor's in October 2020. In November 2020, Moody's reaffirmed it Aa3 rating. These high debt ratings allow the City to borrow money at a very low and competitive interest rates.

## **Changes in the Levels of Reserves**

Over the past several years, the City has been able to build up its reserve levels. City Budget Guidelines require the General Fund to maintain an unappropriated fund balance reserve equal to or greater than fifteen percent (15%) of the annual General Fund Budget. If the ending undesignated balance in the General Fund is above 15%, the City Council may transfer the excess amount above 15% to any of the non-Water/Sewer Capital Project Funds. For the FY 2021-22 Adopted Budget, the undesignated fund balance of the General Fund is estimated to be 26.84% of General Fund expenditures. The increased reserve level will afford the City the ability to address maintenance and operating concerns.

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.)

# Long-term Financial Planning

## Five Year Forecast – General Fund

	Amended 2020-21	Adopted 2021-22	Projected 2022-23	Projected 2023-24	Projected 2024-25	Projected 2025-26
<b>Beginning Unassigned Fund Balance</b>	<b>\$ 9,693,252</b>	<b>\$9,133,773</b>	<b>\$8,726,333</b>	<b>\$8,131,872</b>	<b>\$7,716,058</b>	<b>\$6,733,948</b>
<b>REVENUES</b>						
Property taxes	15,093,481	15,699,499	16,170,484	16,655,598	17,155,266	17,669,924
Utility Service Taxes	3,686,111	3,881,000	3,997,430	4,117,353	4,240,873	4,368,100
Communications Service Tax	977,720	960,165	940,962	922,142	903,700	885,626
Franchise Fees	2,770,350	2,841,460	2,926,704	3,014,505	3,104,940	3,198,088
Intergovernmental	4,467,449	4,406,324	4,538,514	4,674,669	4,814,909	4,959,356
Fines and Forfeitures	106,000	99,600	102,588	105,666	108,836	112,101
Licenses, Permits, Fees	164,849	152,400	156,972	161,681	166,532	171,528
Charges for services	3,176,297	3,131,082	3,225,014	3,321,765	3,421,418	3,524,060
Miscellaneous	325,101	308,200	311,282	314,395	317,539	320,714
Transfers in	2,812,420	2,673,528	2,643,594	2,638,674	2,633,755	2,628,835
Used of Fund Balance	1,223,719	407,440	-	-	-	-
<b>Total Revenues</b>	<b>34,803,497</b>	<b>34,560,698</b>	<b>35,013,544</b>	<b>35,926,448</b>	<b>36,867,768</b>	<b>37,838,332</b>
<b>EXPENDITURES</b>						
Salaries	17,587,113	17,860,915	18,432,464	19,022,303	19,631,017	20,259,209
Benefits	5,405,044	5,671,300	6,125,004	6,615,004	7,144,205	7,715,741
Operating	6,781,183	7,141,303	7,498,368	7,873,287	8,266,951	8,680,298
Utility Service	665,409	673,410	707,081	742,435	779,556	818,534
Liability	344,841	374,844	412,328	453,561	498,917	548,809
Other	461,045	17,932	16,169	14,406	12,644	10,881
Capital	382,181	333,500	333,500	333,500	333,500	333,500
Transfers out	2,648,430	2,043,172	1,877,741	1,082,418	977,739	898,575
Reserve for Contingency	528,251	444,322	205,349	205,349	205,349	205,349
<b>Total Expenditures</b>	<b>34,803,497</b>	<b>34,560,698</b>	<b>35,608,004</b>	<b>36,342,263</b>	<b>37,849,878</b>	<b>39,470,897</b>
<b>Inc/(Dec) in Fund Balance</b>	<b>(1,223,719)</b>	<b>(407,440)</b>	<b>(594,461)</b>	<b>(415,814)</b>	<b>(982,110)</b>	<b>(1,632,565)</b>
<b>Change in Reserved Fund Balance</b>	<b>(664,240)</b>					
<b>Ending Unassigned Fund Balance</b>	<b>\$ 9,133,773</b>	<b>\$8,726,333</b>	<b>\$8,131,872</b>	<b>\$ 7,716,058</b>	<b>\$ 6,733,948</b>	<b>\$ 5,101,383</b>
<b>Fund Balance as a % of Expenditures (less transfers)</b>	<b>28.41%</b>	<b>26.84%</b>	<b>24.11%</b>	<b>21.88%</b>	<b>18.26%</b>	<b>13.23%</b>

### General Fund 5-Year Forecast Model Assumptions

Property Tax Revenues: The City received a 4.18% increase in the Gross Taxable Value for FY 2021-22. The FY 2021-22 General Fund Operating millage rate increased from 5.1230 mills to 5.1275. The increase in Ad Valorem revenues is related to reassessments of existing properties, and new construction. The City has experienced significant growth over the past years due to new construction, this trend is not expected to continue. The impacts of COVID-19 on future property values has yet to be determined. As such, the City is taking a conservative approach and projecting a 3% growth in Ad Valorem revenues for each of the next four years.

Other Revenues: Other revenues are expected to grow from 1-3% per year. Communications Services Tax has been flat or decreasing over the past several years, as such, the City is budgeting a 2% decrease in this revenue line.

Expenditures: In order to maintain salaries within the market, the FY 2021-22 Budget includes a 4% salary increase for all General Government, Police and Fire employees - 3.2% is included in the Salary lines and the remaining 0.8% is budgeted in Reserve for Contingency. General Liability Insurance costs increased 10% for FY 2021-22. Forecast assumptions in future years include: Personnel increase of 3.2%, Health insurance and workers compensation costs are projected to increase at 8% per year. General Liability insurance is expected to increase at 10% per year; operating and utility services are projected to increase at 5% per year.

# Long-term Financial Planning

## Five Year Forecast – Water/Wastewater Fund

	Amended 2020-21	Adopted 2021-22	Projected 2022-23	Projected 2023-24	Projected 2024-25	Projected 2025-26
<b>Beginning Cash Balance</b>	<b>\$ 11,190,963</b>	<b>\$ 5,001,507</b>	<b>\$ 4,888,904</b>	<b>\$ 14,382,862</b>	<b>\$ 9,674,194</b>	<b>\$ 4,177,006</b>
<b>REVENUES</b>						
Water and Irrigation Sales	5,785,468	5,925,526	6,103,292	6,286,391	6,474,982	6,669,232
Sewer Service Fees	8,311,570	8,620,785	8,879,409	9,145,791	9,420,165	9,702,769
Reclaimed/Alternative Water	1,457,114	1,488,647	1,533,306	1,579,306	1,626,685	1,675,485
Meter Installation Fees	25,000	17,400	17,922	18,460	19,013	19,584
Meter Reconnection Fees	97,000	68,800	70,864	72,990	75,180	77,435
Miscellaneous Revenues	198,466	176,582	181,879	187,336	192,956	198,745
Interest	14,694	37,932	38,311	38,694	39,081	39,472
Federal ARRA (BABS)	550,000	-	-	-	-	-
Transfers in	70,500	70,500	70,500	70,500	70,500	70,500
New Debt Issue	-	-	15,000,000	-	-	-
Used of Fund Balance	6,189,456	112,603	-	-	-	-
<b>Total Revenues</b>	<b>22,699,268</b>	<b>16,518,775</b>	<b>31,895,484</b>	<b>17,399,467</b>	<b>17,918,562</b>	<b>18,453,222</b>
<b>EXPENSES</b>						
Salaries	2,768,419	2,838,288	2,929,113	3,022,845	3,119,576	3,219,402
Benefits	808,861	903,197	975,453	1,053,489	1,137,768	1,228,790
Operating	3,860,245	3,893,443	4,088,115	4,292,521	4,507,147	4,732,504
Utility Service	817,277	806,575	846,904	889,249	933,711	980,397
Liability	294,432	320,711	352,782	388,060	426,866	469,553
Capital	6,719,419	1,055,000	6,540,000	5,801,000	6,629,000	-
Transfers out	7,331,991	6,601,561	6,669,159	6,660,970	6,661,682	6,659,234
Reserve for Contingency	98,624	100,000	-	-	-	-
<b>Total Expenses</b>	<b>22,699,268</b>	<b>16,518,775</b>	<b>22,401,526</b>	<b>22,108,134</b>	<b>23,415,751</b>	<b>17,289,880</b>
<b>Revenues over Expenses</b>	<b>(6,189,456)</b>	<b>(112,603)</b>	<b>9,493,958</b>	<b>(4,708,667)</b>	<b>(5,497,189)</b>	<b>1,163,342</b>
<b>Ending Cash Balance</b>	<b>\$ 5,001,507</b>	<b>\$ 4,888,904</b>	<b>\$ 14,382,862</b>	<b>\$ 9,674,194</b>	<b>\$ 4,177,006</b>	<b>\$ 5,340,348</b>
<b>Daily Operating Amount</b>		<b>\$ 24,617</b>	<b>\$ 25,534</b>	<b>\$ 26,795</b>	<b>\$ 28,125</b>	<b>\$ 29,530</b>
<b>Days of Cash Reserve</b>		<b>203</b>	<b>191</b>	<b>537</b>	<b>344</b>	<b>141</b>

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

**Water/Sewer Revenues:** As the result of Utility Revenue Sufficiency Analysis, water/sewer/reclaimed revenues continue to increase at 3% each year. In June 2020, the City passed Res3919-20, *Intent to Reimburse Certain Capital Expenditures from Future Tax Exempt or Taxable Financing*, in an amount estimated at \$15 million. This new financing is anticipated for FY 2022-23.

**Expenses:** In order to maintain salaries within the market, the FY 2021-22 Budget includes a 4.0% salary increase for all Water/Wastewater employees - 3.2% is included in the Salary lines and the remaining 0.8% is budgeted in Reserve for Contingency. General Liability Insurance costs increased 10% for FY 2021-22. Forecast assumptions in future years include: Personnel increase of 3.2%, Health insurance and workers compensation costs are projected to increase at 8% per year. General Liability insurance is expected to increase at 10% per year; operating and utility services are projected to increase at 5% per year.

# Long-term Financial Planning

## Five Year Forecast – Stormwater Fund

	Amended 2020-21	Adopted 2021-22	Projection 2022-23	Projection 2023-24	Projection 2024-25	Projection 2025-26
<b>Beginning Cash Balance</b>	<b>\$1,154,920</b>	<b>\$ 665,400</b>	<b>\$ 432,905</b>	<b>\$ 194,931</b>	<b>\$ (51,536)</b>	<b>\$ (308,684)</b>
<b>REVENUES</b>						
Stormwater charges	2,578,745	2,823,546	2,880,017	2,937,617	2,996,370	3,056,297
Interest	3,000	3,000	3,030	3,060	3,091	3,122
Used of Fund Balance	489,520	232,495	-	-	-	-
<b>Total Revenues</b>	<b>3,071,265</b>	<b>3,059,041</b>	<b>2,883,047</b>	<b>2,940,678</b>	<b>2,999,461</b>	<b>3,059,419</b>
<b>EXPENSES</b>						
Salaries	510,108	530,147	547,112	564,619	582,687	601,333
Benefits	201,959	216,968	234,325	253,071	273,317	295,183
Operating	805,179	523,595	549,775	577,263	606,127	636,433
Utility Service	8,038	6,200	6,510	6,836	7,177	7,536
Liability	14,968	16,402	18,042	19,846	21,831	24,014
Capital	708,656	985,553	985,553	985,553	985,553	985,553
Debt	435,588	435,378	434,906	435,157	435,118	434,787
Transfers out	336,959	274,798	274,798	274,798	274,798	274,798
Reserve for Contingency	49,810	70,000	70,000	70,000	70,000	50,000
<b>Total Expenses</b>	<b>3,071,265</b>	<b>3,059,041</b>	<b>3,121,021</b>	<b>3,187,144</b>	<b>3,256,608</b>	<b>3,309,637</b>
<b>Revenues over Expenses</b>	<b>(489,520)</b>	<b>(232,495)</b>	<b>(237,974)</b>	<b>(246,467)</b>	<b>(257,148)</b>	<b>(250,218)</b>
<b>Ending Cash Balance</b>	<b>\$ 665,400</b>	<b>\$ 432,905</b>	<b>\$ 194,931</b>	<b>\$ (51,536)</b>	<b>\$ (308,684)</b>	<b>\$ (558,902)</b>

### Stormwater Fund 5-Year Forecast Model Assumptions

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

Expenses: In order to maintain salaries within the market, the FY 2021-22 Budget includes a 4.0% salary increase for all Stormwater employees - 3.2% is included in the Salary lines and the remaining 0.8% is budgeted in Reserve for Contingency. General Liability Insurance costs increased 10% for FY 2021-22. Forecast assumptions in future years include: Personnel increase of 3.2%, Health insurance and workers compensation costs are projected to increase at 8% per year. General Liability insurance is expected to increase at 10% per year; operating and utility services are projected to increase at 5% per year.

#### **Forecast Assumptions:**

*Additional revenue assumptions can be found on the following page.*

# 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 3% per year.
Communications Service Tax	The Communications Service tax has been declining year over year since FY 09-10. A reduction of 2% per year is projected in future years.
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. A slow recovery of the economy is anticipated, and revenues are forecasted to increase 3% per year.
½ Cent Sales Tax	Forecasted by the State of Florida. Revenues have increased year over year since FY 09-10. A slow recovery of the economy is anticipated, and revenues are forecasted to increase 3% per year.
Recreation Activity Fees	Recreation Activity Fees decreased significantly in FY 2019-20 as a result of COVID-19. Fees increased slightly in FY 2020-21, and are projected to continue increasing as the economy recovers. An increase in Recreation Activity Fees is projected at 3% per year.
Building Permit Fees	Building Permit Fees significantly increased in FY 14-15 due to new construction and growth throughout the City. Revenues have trended down since and are projected to decrease in FY 21-22.
Local Option Gas Tax	Forecasted by the State of Florida. A slow recovery of the economy is anticipated, and revenues are forecasted to increase 3% per year.
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 21-22 due to new development throughout the City, along with an annual CPI adjustment of 2% to Stormwater the Stormwater rate.

# Goals for FY 2021-22

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## **Short-Term Goals**

- Maintain FY 2020-21 Service Levels.
- Maintain 15% General Fund Reserve and only utilize the Use of Fund Balance for one-time capital purchases.
- 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 tuition reimbursement program for educational incentives to encourage professional development.
- Promote employee wellness by maintaining or enhancing incentives for completing Health Risk Assessments, as well as for employees meeting healthy benchmarks.
- Maintain commitment to first response and other collaborative efforts that are beneficial to the City.
- Update recreation fees on an annual basis to maintain cost recovery at current levels to offset the General Fund subsidy.
- Increase water and wastewater rates 3% in order to adequately fund operating and infrastructure needs.
- Increase stormwater rates 2% in order to adequately fund operating and infrastructure needs.

## **Long-Term Goals**

- Reduce dependence of Ad Valorem revenues in the General Fund.
- Compensate employees appropriately by keeping up with market salary rates.
- Comply with the \$15/hour Minimum Wage Initiative by FY 2025-26.
- Ensure new development and re-development is done in a sustainable manner.
- Ensure that the water/wastewater infrastructure continues to meet the capacity needs of the City.
- Development of a new EOC. The current plan is to incorporate the EOC within the new Police Department headquarters or other potential EOC locations.
- Prepare a plan to improve public transportation services that includes how to connect to Sun-Rail.
- 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.
- Promote “Historic” Downtown redevelopment.

# Budget Graphics and Trends Section



*The Budget Graphics & Trends Section contains the following summaries:*

- *Property Tax Rate and Taxable Value*
- *Gross Taxable Value by Major Property Classification*
- *Millage Rate trend; Tax Calculation*
- *Consolidated Budget Summaries*
- *Revenue Trends*
- *Fund Balance Overview*
- *Position Authorization Summaries*



# Budget Graphics Overview

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## 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 & Taxable Value

<u>TAX RATE SUMMARY</u>	<u>General Fund</u>	<u>GO Bond Millage</u>	<u>Combined Tax Rate</u>
FY 2021-22 Adopted Millage Rate *	5.1275	0.1545	5.2820
FY 2021-22 Rolled Back Millage Rate	4.9333	N/A	N/A
FY 2020-21 Adopted Millage Rate	5.1230	0.1590	5.2820

\* The Adopted Millage Rate of 5.1275 mills is a tax increase of 3.9370% over the rolled back rate of 4.9333 mills.

<u>City Property Tax Payment:</u> <u>\$250,000 Home with \$50K Homestead Exemption</u>	<u>General Millage</u>	<u>GO Debt Millage</u>	<u>Total</u>
FY 2021-22 **	1,043.45	31.44	1,074.89
FY 2020-21 **	1,024.60	31.80	1,056.40
<b>Increase (Decrease) over Prior Year</b>	<b>\$ 18.85</b>	<b>\$ (0.36)</b>	<b>\$ 18.49</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 2020 was 2.3% and in 2021 is 1.4%.

## Summary of the change in gross taxable values: Tax Years 2016 through 2021

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.

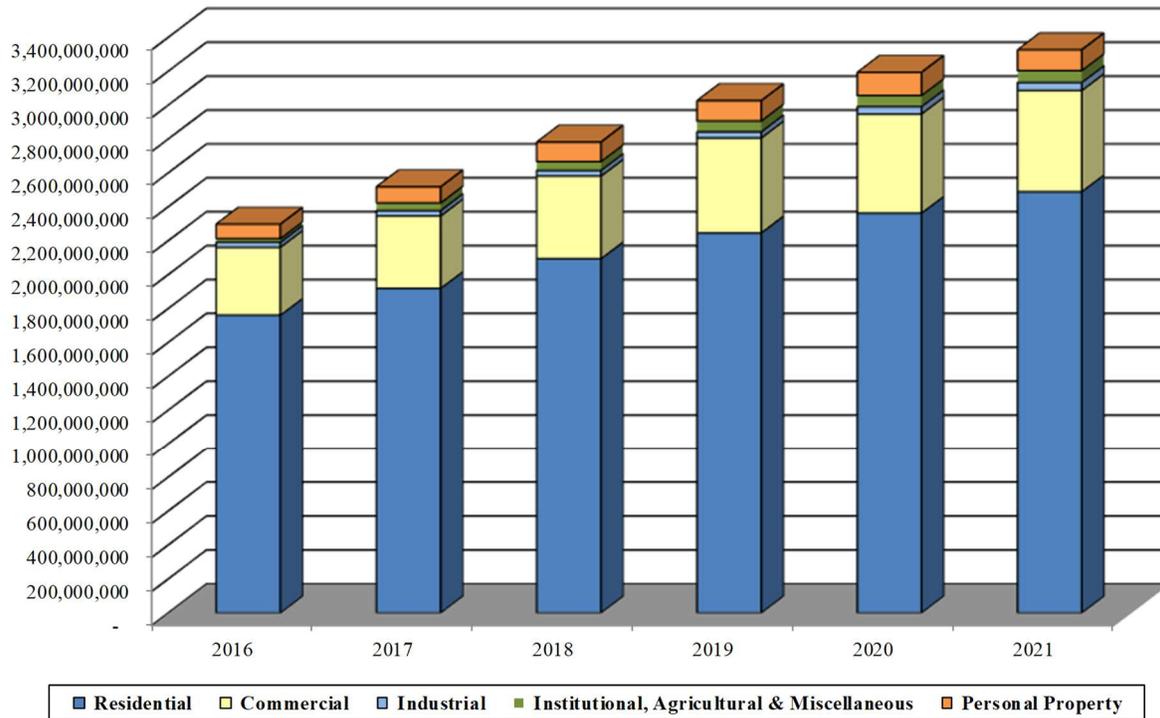
<u>SUMMARY OF TAX BASE DATA</u> (all dollar amounts expressed in thousands)						
<u>Budget Year</u>	<u>FY 2016-17</u>	<u>FY 2017-18</u>	<u>FY 2018-19</u>	<u>FY 2019-20</u>	<u>FY 2020-21</u>	<u>FY 2021-22</u>
Prior Year Final						
Gross Taxable Value	2,172,045	2,298,064	2,518,645	2,782,508	3,026,583	3,193,480
New Construction	26,060	71,989	118,720	94,536	28,326	14,951
Re-assessment of Existing Properties	21,577	59,568	40,130	38,584	14,401	(3,937)
Personal Property	85,028	94,942	114,954	119,616	136,212	122,349
Tax Base Net Inc (Dec)	132,665	226,499	273,804	252,736	178,939	133,363
Gross Taxable Value	<b>2,304,710</b>	<b>2,524,563</b>	<b>2,792,450</b>	<b>3,035,244</b>	<b>3,205,522</b>	<b>3,326,843</b>
% Change in Taxable Value	6.11%	9.86%	10.87%	9.08%	5.91%	4.18%
Millage Rate	5.0566	5.0770	5.0970	5.1145	5.1230	5.1275
Taxes Levied @ 95%**	11,071	12,176	13,521	14,748	15,601	16,205
Less CRA Contribution	(152)	(228)	(354)	(505)	(532)	(531)
<b>Total Ad Valorem Taxes Levied</b>	<b>10,919</b>	<b>11,948</b>	<b>13,168</b>	<b>14,242</b>	<b>15,068</b>	<b>15,674</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 2021 and Prior 5 years

Tax Year	Gross Taxable Value	% Change from Prior Year	Residential	Commercial	Industrial	Institutional, Agricultural & Miscellaneous	Personal Property
2021	3,326,843,346	4.18%	2,489,839,205 77.97%	596,977,916 18.69%	47,205,012 1.48%	70,472,346 2.21%	122,348,867 3.83%
2020	3,193,480,159	5.51%	2,363,187,107 74.00%	584,388,303 18.30%	43,879,770 1.37%	65,813,337 2.06%	136,211,642 4.27%
2019	3,026,583,029	8.77%	2,246,560,394 70.35%	559,992,629 17.54%	36,397,350 1.14%	64,016,647 2.00%	119,616,009 3.75%
2018	2,782,508,002	10.48%	2,094,460,967 69.20%	486,990,831 16.09%	33,842,144 1.12%	52,259,611 1.73%	114,954,449 3.80%
2017	2,518,645,379	9.60%	1,919,296,690 68.98%	427,081,141 15.35%	31,666,922 1.14%	45,658,822 1.64%	94,941,804 3.41%
2016	2,298,064,373	12.97%	1,760,963,962 69.92%	400,078,702 15.88%	31,010,643 1.23%	20,983,026 0.83%	85,028,040 3.38%

Chart by Major Property Classification



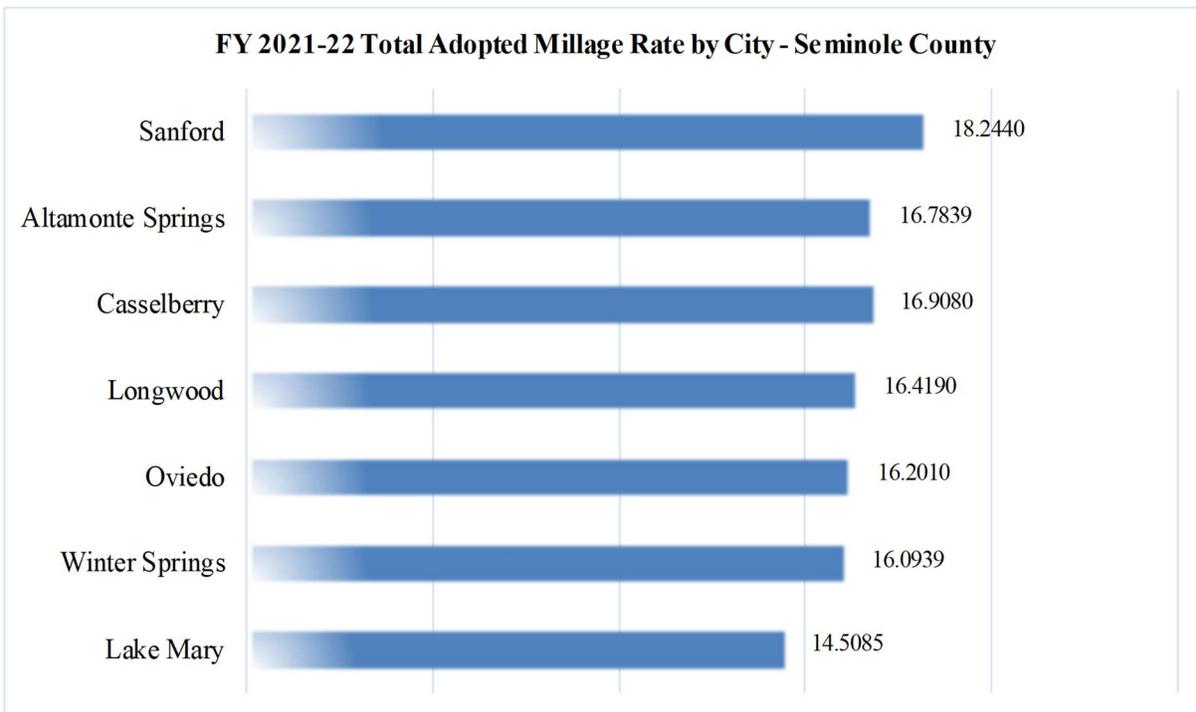
# Six Year Millage Rate Trend – Seminole County

<b>City Millage Rates (A):</b>	<b>Tax Years</b>					
	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>
Altamonte Springs **	3.1000	3.1000	3.1000	3.1000	3.1000	3.1000
Casselberry* **	3.1201	3.1201	3.0519	3.0519	2.9990	3.2241
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 *	5.2820	5.2820	5.2820	5.2820	5.2820	5.2820
Sanford	7.3250	7.3250	7.3250	7.3250	7.3250	7.3250
Winter Springs **	2.5000	2.4900	2.4800	2.4300	2.4100	2.4100

\* Includes voted debt

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

<b>County Millage Rates (A):</b>						
Seminole County School Board	7.5570	6.5690	6.3130	6.1330	5.9340	5.8250
Seminole County Government	4.8751	4.8751	4.8751	4.8751	4.8751	4.8751
St Johns River Water Mngt District	0.2885	0.2724	0.2562	0.2414	0.2287	0.2189
County Fire Protection (MSTU)	2.3299	2.7649	2.7649	2.7649	2.7649	2.7649



(A) The FY 2021-22 data reflects the adopted millage rates for each jurisdiction.

# City of Oviedo – Residential Home Property Tax Calculation



The 2021 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. The estimated taxes are based on a taxable value of a single-family residence in the City of Oviedo of \$250,000 for 2020, with a 1.4% CPI adjustment in 2021. 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 \$3,165.03 a savings of approximately \$132.

### FY 2021-22 Millage Rates

	Millage Rate	Taxes Paid	% of Taxes Paid	% Millage Rate Change from PY
Seminole County School Board	5.8250	1,185.39	35.95%	(1.84%)
Seminole County	4.8751	992.08	30.10%	0.00%
St Johns River Water Mgt District (SJRWMD)	.2189	44.55	1.35%	(4.29%)
Oviedo	5.1275	1,043.45	31.65%	0.09%
Oviedo – Voted Debt	0.1545	31.44	.95%	(2.83%)
<b>Totals</b>	<b>16.2010</b>	<b>\$3,296.90</b>	<b>100.00%</b>	<b>(0.73%)</b>

### FY 2020-21 Millage Rates

	Millage Rate	Taxes Paid	% of Taxes Paid
Seminole County School Board	5.9340	1,186.80	36.36%
Seminole County	4.8751	975.02	29.87%
St Johns River Water Mgt District (SJRWMD)	.2287	45.74	1.40%
Oviedo	5.1230	1,024.60	31.39%
Oviedo – Voted Debt	.1590	31.80	0.97%
<b>Totals</b>	<b>16.3198</b>	<b>\$3,263.96</b>	<b>100.00%</b>

# Budget Comparison by Appropriated Fund

	FY 2018-19 Actuals	FY 2019-20 Actuals	FY 2020-21 Adopted	FY 2021-22 Adopted	\$ Change over FY 20-21	% Change over FY 20-21
<b><u>GENERAL FUND (001)</u></b>	<b>31,129,866</b>	<b>30,902,841</b>	<b>32,941,925</b>	<b>34,560,698</b>	<b>1,618,773</b>	<b>4.91%</b>
<b><u>SPECIAL REVENUE FUNDS</u></b>						
Oviedo CRA Fund (015)	361,000	651,223	1,069,421	1,035,806	(33,615)	(3.14%)
Administrative Facilities Impact Fee Fund (101)	127,358	130,748	130,457	34,000	(96,457)	(73.94%)
Transportation Impact Fee Fund (102)	201,146	3,658	80,000	200,000	120,000	150.00% <b>A</b>
State/Local Law Enforcement Trust Fund (103)	13,500	5,000	-	-	-	0.00%
Local Option Gas Tax Fund (105)	612,676	357,348	781,677	728,596	(53,081)	(6.79%)
Federal Law Enforcement Trust Fund (106)	92,000	53,366	50,000	-	(50,000)	(100.00%)
Police Impact Fee Fund (107)	49,390	50,525	30,000	27,500	(2,500)	(8.33%)
Fire Impact Fee Fund (108)	30,000	100,000	60,000	27,500	(32,500)	(54.17%)
Recreation Impact Fee Fund (109)	-	-	30,000	35,000	5,000	16.67%
Tree Bank Fund (112)	20,443	-	190,000	40,000	(150,000)	(78.95%) <b>B</b>
Sidewalk Fund (114)	-	5,831	-	-	-	0.00%
Solid Waste Fund (115)	2,603,778	2,751,376	3,035,280	3,344,010	308,730	10.17% <b>C</b>
Building Services Fund (120)	765,920	565,526	491,000	500,600	9,600	1.96%
Law Enforcement Fund (125)	45,606	10,269	-	-	-	0.00%
Police Donations Fund (126)	30,624	18,812	-	-	-	0.00%
Second Dollar Fund (127)	1,132	19,990	-	-	-	0.00%
Public Arts Fund (141)	500	5,209	-	-	-	0.00%
Street Light Fund (150)	834,129	818,005	1,191,774	995,931	(195,843)	(16.43%) <b>D</b>
<b>Sub-Total: Special Revenue Funds</b>	<b>5,789,202</b>	<b>5,546,886</b>	<b>7,139,609</b>	<b>6,968,943</b>	<b>(170,666)</b>	<b>(2.39%)</b>
<b><u>DEBT SERVICE FUNDS</u></b>						
Public Improvement Rev. Bonds Fund (201)	2,283,879	1,841,256	1,835,798	1,634,813	(200,985)	(10.95%) <b>E</b>
General Obligation Bond Fund (203)	511,042	488,576	486,534	489,150	2,616	0.54%
Lease Financing Fund (205)	715,280	840,672	813,318	681,585	(131,733)	(16.20%) <b>F</b>
<b>Sub-Total: Debt Service Funds</b>	<b>3,510,201</b>	<b>3,170,504</b>	<b>3,135,650</b>	<b>2,805,548</b>	<b>(330,102)</b>	<b>(10.53%)</b>
<b><u>CAPITAL PROJECT FUNDS</u></b>						
Vehicle/Equipment Replacement Fund (302)	877,486	2,153,560	2,479,338	1,138,494	(1,340,844)	(54.08%) <b>G</b>
3rd Generation Sales Tax Fund (304)	381,763	3,617,428	3,000,000	2,583,660	(416,340)	(13.88%) <b>H</b>
Local Option Sales Tax Construction Fund (309)	870	20,846	35,000	-	(35,000)	(100.00%)
Technology Improvement Fund (320)	342,777	206,279	225,000	295,982	70,982	31.55%
OSC Extension Landfill Closure Fund (327)	12,100	9,128	20,000	20,000	-	0.00%
General Facilities Improvements Fund (330)	5,136	90,566	105,151	105,152	1	0.00%
Recreation Facilities Improvements Fund (340)	1,261,744	494,372	-	-	-	0.00%
<b>Sub-Total: Capital Project Funds</b>	<b>2,881,876</b>	<b>6,592,179</b>	<b>5,864,489</b>	<b>4,143,288</b>	<b>(1,721,201)</b>	<b>(29.35%)</b>
<b><u>ENTERPRISE FUNDS</u></b>						
Water/Wastewater Utility Fund (401)	19,337,834	20,164,432	20,981,886	16,518,775	(4,463,111)	(21.27%) <b>I</b>
Utility Revenue Bond/SRF Sinking Fund (403)	2,317,573	2,241,554	7,504,514	3,402,753	(4,101,761)	(54.66%) <b>J</b>
Water/Wastewater R&R Fund (406)	1,403,386	1,053,089	1,865,030	2,083,000	217,970	11.69% <b>K</b>
Vehicle & Equipment Replacement Fund (407)	113,298	478,310	341,365	350,016	8,651	2.53%
Water System Impact Fee Fund	139,788	114,989	625,000	125,000	(500,000)	(80.00%) <b>L</b>
Wastewater System Impact Fee Fund (409)	72,264	96,794	95,500	575,357	479,857	502.47% <b>M</b>
Stormwater Fund (410)	2,896,515	2,371,909	2,612,159	3,059,041	446,882	17.11% <b>N</b>
Series 2007 Utility Construction Fund (415)	10,237	1,141	-	-	-	0.00%
Series 2010B Utility Rev Bond Const. Fund (417)	1,551	-	-	-	-	0.00%
Twin Rivers Golf Course Fund (480)	1,429,578	1,455,475	1,477,291	1,700,919	223,628	15.14% <b>O</b>
<b>Sub-Total: Enterprise Funds</b>	<b>27,722,024</b>	<b>27,977,693</b>	<b>35,502,745</b>	<b>27,814,861</b>	<b>(7,687,884)</b>	<b>(21.65%)</b>

# Budget Comparison by Appropriated Fund

	FY 2018-19 Actuals	FY 2019-20 Actuals	FY 2020-21 Adopted	FY 2021-22 Adopted	\$ Change over FY 20-21	% Change over FY 20-21
<b>INTERNAL SERVICE FUNDS</b>						
Fleet Internal Service Fund (504)	380,756	431,211	452,620	485,812	33,192	7.33%
Medical Insurance Fund (510)	4,298,184	5,372,252	5,435,984	5,841,939	405,955	7.47% <b>P</b>
Insurance Deductible Fund (512)	250,001	250,001	250,000	250,000	-	0.00%
<b>Sub-Total: Internal Service Funds</b>	<b>4,928,941</b>	<b>6,053,464</b>	<b>6,138,604</b>	<b>6,577,751</b>	<b>439,147</b>	<b>7.15%</b>
<b>TOTAL APPROPRIATIONS</b>						
	<b>\$75,962,110</b>	<b>\$80,243,567</b>	<b>\$90,723,022</b>	<b>\$82,871,089</b>	<b>\$(7,851,933)</b>	<b>(8.65%)</b>
<i>LESS: Interfund Transfers (all funds)</i>	13,446,524	13,836,545	14,770,866	9,948,626	(4,822,240)	(32.65%)
<b>TOTAL NET BUDGET</b>	<b>\$62,515,586</b>	<b>\$66,407,022</b>	<b>\$75,952,156</b>	<b>\$72,922,463</b>	<b>\$(3,029,693)</b>	<b>(3.99%)</b>

**Notes:**

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

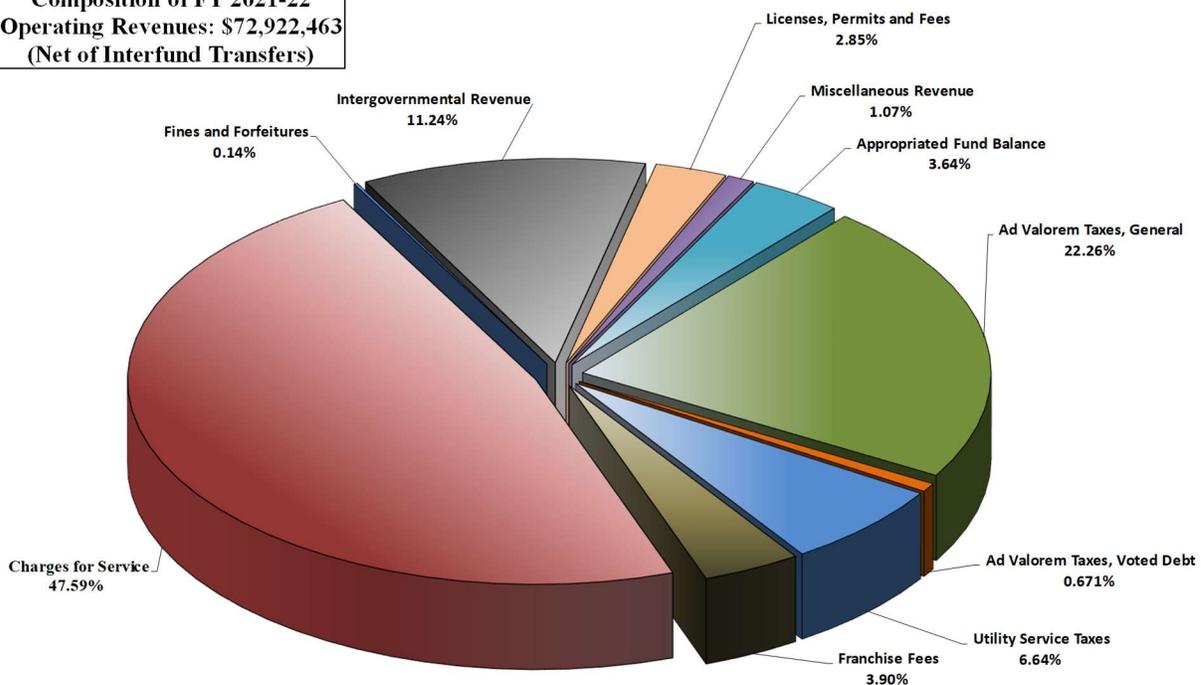
- A** The increase is due to an increase in capital projects.
- B** The decrease is due to a reduction in the use of tree bank funds.
- C** The increase is due to an increase in solid waste collection, recycling and disposal and processing costs.
- D** The decrease is due to a reduction in capital projects.
- E** The reduction is due to the payoff of CIRRN Series 2012A.
- F** The reduction is due to the payoff of the 5-year portion of the 2015 Fire Lease.
- G** The reduction is due to a reduction in approved purchases for FY 2021-22.
- H** The decrease is due to a reduction in capital projects costs.
- I** The decrease is due to a reduction in capital projects costs.
- J** The FY 2020-21 Adopted Budget included the refunding of Utility Revenue Note 2010B, which also included an additional borrowing of \$3.6M.
- K** The increase is due to additional repairs and maintenance expenses on the Utility System.
- L** Reduction in the use of Water Impact Fees for capital projects.
- M** The increase is due to an increase in capital projects.
- N** The increase is due to an increase in capital projects.
- O** The increase is due to an increased number of rounds of golf played and the associated costs.
- P** Claims expenses increased based on the increase in medical expense trends.

# Consolidated Budget Summary

## FY 2021-22 by Budgeted Revenue

	Milage 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	5.1275	\$ 15,699,499	\$ 530,971	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 16,230,470
Ad Valorem Taxes, Voted Debt	0.1545	-	-	-	489,093	-	-	-	489,093
Utility Service Taxes		4,841,165	-	-	-	-	-	-	4,841,165
Franchise Fees		2,841,460	-	-	-	-	-	-	2,841,460
Charges for Service		3,131,082	-	3,343,260	-	1,113,494	20,993,639	6,125,956	34,707,431
Fines and Forfeitures		99,600	-	-	-	-	-	-	99,600
Intergovernmental Revenue		4,406,324	504,835	704,977	-	2,583,660	-	-	8,199,796
Licenses, Permits and Fees		152,400	-	1,705,531	-	-	220,000	-	2,077,931
Interest		41,900	-	1,750	-	-	51,604	5,000	100,254
Miscellaneous Revenue		266,300	-	-	-	40,000	176,582	196,795	679,677
	5.2820								
<b>TOTAL OPERATING REVENUES</b>		<b>\$ 31,479,730</b>	<b>\$ 1,035,806</b>	<b>\$ 5,755,518</b>	<b>\$ 489,093</b>	<b>\$ 3,737,154</b>	<b>\$ 21,441,825</b>	<b>\$ 6,327,751</b>	<b>\$ 70,266,877</b>
Interfund Transfers		\$ 2,673,528	\$ -	\$ -	\$ 2,316,398	\$ 330,152	\$ 4,378,548	\$ 250,000	\$ 9,948,626
Appropriated Fund Balance		407,440	-	177,619	57	75,982	1,994,488	-	2,655,586
<b>TOTAL NON-OPERATING REVENUES</b>		<b>\$ 3,080,968</b>	<b>\$ -</b>	<b>\$ 177,619</b>	<b>\$ 2,316,455</b>	<b>\$ 406,134</b>	<b>\$ 6,373,036</b>	<b>\$ 250,000</b>	<b>\$ 12,604,212</b>
<b>REVENUES AND FUND BALANCES</b>		<b>\$ 34,560,698</b>	<b>\$ 1,035,806</b>	<b>\$ 5,933,137</b>	<b>\$ 2,805,548</b>	<b>\$ 4,143,288</b>	<b>\$ 27,814,861</b>	<b>\$ 6,577,751</b>	<b>\$ 82,871,089</b>

**Composition of FY 2021-22  
Operating Revenues: \$72,922,463  
(Net of Interfund Transfers)**



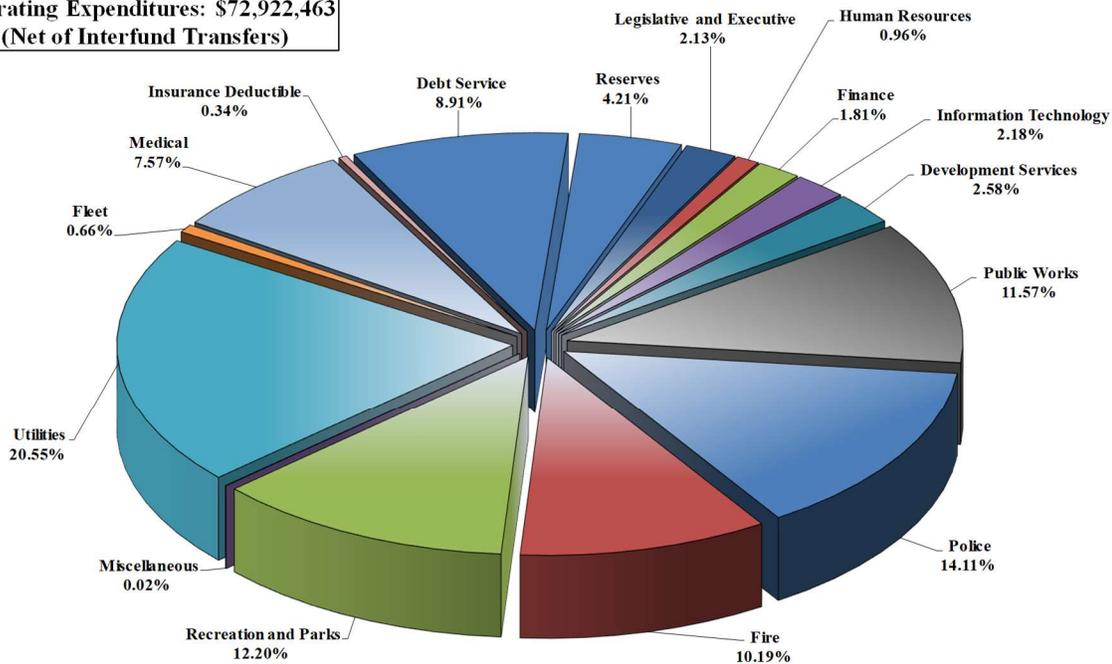
Percentages are calculated against budget of \$72,922,463 which is net of interfund transfers.

# Consolidated Budget Summary

## FY 2021-22 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	\$ 1,544,473	\$ -	\$ -	\$ -	\$ 9,982	\$ -	\$ -	\$ 1,554,455
Human Resources	698,551	-	-	-	-	-	-	698,551
Finance	1,080,829	-	-	-	238,000	-	-	1,318,829
Information Technology	1,586,444	-	-	-	-	-	-	1,586,444
Development Services	1,191,727	295,000	398,160	-	-	-	-	1,884,887
Public Works	1,404,437	454,630	5,025,976	-	1,555,000	-	-	8,440,043
Police	10,143,189	-	-	-	145,500	-	-	10,288,689
Fire	7,317,541	-	-	-	114,000	-	-	7,431,541
Recreation and Parks	7,088,081	-	10,000	-	129,000	1,670,559	-	8,897,640
Miscellaneous	17,932	-	-	-	-	-	-	17,932
Utilities	-	-	-	-	-	14,989,079	-	14,989,079
Fleet	-	-	-	-	-	-	478,081	478,081
Medical	-	-	-	-	-	-	5,521,258	5,521,258
Insurance Deductible	-	-	-	-	-	-	250,000	250,000
Debt Service	-	-	-	2,655,548	2,672	3,838,131	-	6,496,351
<b>TOTAL OPERATING EXPENDITURES</b>	<b>\$ 32,073,204</b>	<b>\$ 749,630</b>	<b>\$ 5,434,136</b>	<b>\$ 2,655,548</b>	<b>\$ 2,194,154</b>	<b>\$ 20,497,769</b>	<b>\$ 6,249,339</b>	<b>\$ 69,853,780</b>
Transfers out	\$ 2,043,172	\$ 248,528	\$ 50,177	\$ -	\$ 687,243	\$ 6,916,716	\$ 2,790	\$ 9,948,626
Reserve for Contingency	444,322	37,648	448,824	150,000	1,261,891	400,376	325,622	3,068,683
<b>TOTAL NON-OPERATING EXPENDITURES</b>	<b>\$ 2,487,494</b>	<b>\$ 286,176</b>	<b>\$ 499,001</b>	<b>\$ 150,000</b>	<b>\$ 1,949,134</b>	<b>\$ 7,317,092</b>	<b>\$ 328,412</b>	<b>\$ 13,017,309</b>
<b>TOTAL APPROPRIATED EXPENDITURES AND RESERVES</b>	<b>\$ 34,560,698</b>	<b>\$ 1,035,806</b>	<b>\$ 5,933,137</b>	<b>\$ 2,805,548</b>	<b>\$ 4,143,288</b>	<b>\$ 27,814,861</b>	<b>\$ 6,577,751</b>	<b>\$ 82,871,089</b>

**Composition of FY 2021-22 Operating Expenditures: \$72,922,463 (Net of Interfund Transfers)**



Percentages are calculated against budget of \$72,922,463 which is net of interfund transfers.

# Total Funds Comparison – Adopted vs Proposed

## Summary of changes

	FY 2021-22 Proposed	Percent of Total	FY 2021-22 Adopted	Percent of Total	Change Adopted vs Proposed
<b>REVENUE BY SOURCE</b>					
Ad Valorem Tax	16,719,563	20.49%	16,719,563	20.18%	-
Utility Service Taxes	4,856,200	5.95%	4,841,165	5.84%	(15,035) <b>A</b>
Franchise Fees	2,835,687	3.47%	2,841,460	3.43%	5,773 <b>B</b>
Charges for Service	34,716,745	42.54%	34,707,431	41.88%	(9,314) <b>C</b>
Fines and Forfeitures	99,600	0.12%	99,600	0.12%	-
Intergovernmental Revenue	7,593,834	9.31%	8,199,796	9.89%	605,962 <b>D</b>
Licenses, Permits and Fees	2,077,931	2.55%	2,077,931	2.51%	-
Interest	100,254	0.12%	100,254	0.12%	-
Miscellaneous Revenue	679,677	0.83%	679,677	0.82%	-
Interfund Transfers	10,223,626	12.53%	9,948,626	12.00%	(275,000) <b>E</b>
Appropriated Fund Balance	1,703,073	2.09%	2,655,586	3.20%	952,513 <b>F</b>
<b>TOTAL</b>	<b>\$ 81,606,190</b>	<b>100.0%</b>	<b>\$ 82,871,089</b>	<b>100.0%</b>	<b>\$ 1,264,899</b>
<b>EXPENDITURES BY CATEGORY</b>					
Salaries	21,444,937	26.28%	21,511,971	25.96%	67,034 <b>A</b>
Benefits	6,885,093	8.44%	6,887,396	8.31%	2,303 <b>A</b>
Operating Expenditures	27,445,136	33.63%	27,496,437	33.18%	51,301 <b>B</b>
Vehicle Replacement Contribution	1,461,510	1.79%	1,461,510	1.76%	-
Capital Expenditures	3,798,778	4.66%	5,982,183	7.22%	2,183,405 <b>C</b>
Non-Departmental	17,932	0.02%	17,932	0.02%	-
Debt Service	6,496,351	7.96%	6,496,351	7.84%	-
Transfers Out	10,223,626	12.53%	9,948,626	12.00%	(275,000) <b>E</b>
Reserve for Contingency	3,832,827	4.70%	3,068,683	3.70%	(764,144) <b>F</b>
<b>TOTAL</b>	<b>\$ 81,606,190</b>	<b>100.0%</b>	<b>\$ 82,871,089</b>	<b>100.0%</b>	<b>\$ 1,264,899</b>

### Changes to Revenue:

- A** Decrease in Communication Services Tax Revenue. Estimates from State of Florida Office of Economic and Demographic Research lower than FY 2021-22 Proposed Budget.
- B** Slight increase in General Fund Franchise fees for adjustments to the Solid Waste residential fee.
- C** Decrease in Charges for Services in the Solid Waste Fund due to adjustments to the Solid Waste residential fee.
- D** Increase in Half Cent Sales Tax, Revenue Sharing Distribution, and Local Option Gas Tax. Revenues were aligned with the estimates received from State of Florida Office of Economic and Demographic Research.
- E** Decrease in the Transfer In to the Renewal and Replacement Fund, 406 from the Utility Operating Fund, 401.
- F** Adjustments to Use of Appropriated Fund Balance in the Enterprise Funds for Capital Expenditures.

### Changes to Expenditures:

- A** Increase in Salaries and Benefits for adjustments to wages for Temporary/Seasonal employees to comply with the \$15/hour Minimum Wage Initiative; Reclass of Records Specialist position into Records Coordinator.
- B** Re-class of the Utility Rate Study for Capital to Operating; Small increase in the Police Dispatch contract; Decrease in Telephone costs.
- C** The Capital Improvement Plan was finalized for the Enterprise Funds and Capital expenses added to the appropriate categories; The Vehicle Replacement Plan was approved and vehicle purchases added to Capital expenditures.
- D** Decrease in the budget for closing costs for anticipated financing of the Fire Ladder Truck purchase.
- E** Decrease in the Transfer Out from the Utility Operating Fund, 401 to the Renewal and Replacement Fund, 406.
- F** Reallocating capital expenses to the appropriate accounts.

# Three Year Consolidated Summary

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

(\$'s in thousands)	Total Government				General Fund (001)			
	Actual 2019/20	Adopted 2020/21	Adopted 2021/22	Percent Change	Actual 2019/20	Adopted 2020/21	Adopted 2021/22	Percent Change
<b>Financial Sources</b>								
Ad Valorem, General	14,890	15,626	16,230	3.87%	14,386	15,093	15,699	4.02%
Ad Valorem, Voted	490	486	489	0.65%	-	-	-	0.00%
Utility Service Taxes	4,931	4,664	4,841	3.80%	4,931	4,664	4,841	3.80%
Franchise Fees	2,743	2,770	2,841	2.57%	2,743	2,770	2,841	2.57%
Charges for Services	31,701	32,845	34,927	6.34%	2,242	3,203	3,131	-2.25%
Fines and Forfeitures	161	106	100	-6.04%	80	106	100	-6.04%
Intergovernmental	9,055	7,629	8,200	7.48%	4,289	3,491	4,406	26.23%
Licenses, Permits and Fees	1,907	1,834	1,858	1.29%	150	136	152	11.68%
Debt Proceeds	-	3,600	-	-100.00%	-	-	-	0.00%
Interest	553	87	100	14.89%	183	52	42	-18.80%
Misc. Revenue	2,643	2,159	680	-68.51%	315	274	266	-2.63%
<b>Operating Revenues</b>	<b>69,074</b>	<b>71,807</b>	<b>70,267</b>	<b>-2.14%</b>	<b>29,318</b>	<b>29,789</b>	<b>31,480</b>	<b>5.68%</b>
Interfund Transfers	13,835	14,771	9,949	-32.65%	2,912	2,809	2,674	-4.81%
Fund Balance	-	4,145	2,656	-35.94%	-	344	407	18.36%
<b>Other Financing Sources</b>	<b>13,835</b>	<b>18,916</b>	<b>12,604</b>	<b>-33.37%</b>	<b>2,912</b>	<b>3,153</b>	<b>3,081</b>	<b>-2.28%</b>
<b>Total Financial Sources</b>	<b>\$ 82,909</b>	<b>\$ 90,723</b>	<b>\$ 82,871</b>	<b>-8.65%</b>	<b>\$ 32,231</b>	<b>\$ 32,942</b>	<b>\$ 34,561</b>	<b>4.91%</b>
<b>Financial Uses</b>								
General Government	5,785	6,417	6,748	5.16%	5,159	5,780	6,102	5.58%
Public Safety	17,153	18,371	17,720	-3.54%	15,893	16,845	17,461	3.65%
Physical Environment	19,213	27,544	23,429	-14.94%	1,137	1,247	1,404	12.61%
Economic Development	93	95	295	210.53%	-	-	-	0.00%
Parks and Recreation	7,841	8,222	8,898	8.21%	5,461	6,733	7,088	5.27%
Debt Service	5,554	7,479	6,646	-11.14%	-	-	-	0.00%
Depreciation Expense	4,772	-	-	0.00%	-	-	-	0.00%
Miscellaneous Expense	156	18	18	1.66%	156	18	18	1.66%
<b>Operating Expenditures</b>	<b>60,567</b>	<b>68,147</b>	<b>63,754</b>	<b>-6.45%</b>	<b>27,807</b>	<b>30,623</b>	<b>32,073</b>	<b>4.74%</b>
Internal Service Funds	5,912	5,921	6,249	5.55%	-	-	-	0.00%
Transfers out	13,837	14,771	9,949	-32.65%	3,096	2,114	2,043	-3.33%
Reserve for Contingency	(10)	1,885	2,919	54.88%	-	205	444	116.37%
<b>Other Financing Uses</b>	<b>19,739</b>	<b>22,576</b>	<b>19,117</b>	<b>-15.32%</b>	<b>3,096</b>	<b>2,319</b>	<b>2,487</b>	<b>7.27%</b>
<b>Total Financial Uses</b>	<b>\$ 80,305</b>	<b>\$ 90,723</b>	<b>\$ 82,871</b>	<b>-8.65%</b>	<b>\$ 30,903</b>	<b>\$ 32,942</b>	<b>\$ 34,561</b>	<b>4.91%</b>
<b>Net Income/(Loss)</b>	<b>\$ 2,604</b>	<b>\$ -</b>	<b>\$ -</b>		<b>\$ 1,328</b>	<b>\$ -</b>	<b>\$ -</b>	
<b>Fund Balance</b>								
Beginning Fund Balance	80,393				9,176			
Ending Fund Balance	82,997				10,504			
Change in Fund Balance	2,604				1,328			
<b>% Change</b>	<b>3.24%</b>				<b>14.47%</b>			

# Three Year Consolidated Summary

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

<i>(\$'s in thousands)</i>	CRA Fund (015)				Special Revenue Funds (A)			
	Actual 2019/20	Adopted 2020/21	Adopted 2021/22	Percent Change	Actual 2019/20	Adopted 2020/21	Adopted 2021/22	Percent Change
<b>Financial Sources</b>								
Ad Valorem, General	505	532	531	-0.25%	-	-	-	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%	2,778	3,035	3,343	10.17%
Fines and Forfeitures	-	-	-	0.00%	81	-	-	0.00%
Intergovernmental	481	507	505	-0.34%	705	675	705	4.40%
Licenses, Permits and Fees	-	-	-	0.00%	1,756	1,698	1,706	0.46%
Debt Proceeds	-	-	-	0.00%	-	-	-	0.00%
Interest	13	-	-	0.00%	38	2	2	6.06%
Misc. Revenue	-	-	-	0.00%	44	-	-	0.00%
<b>Operating Revenues</b>	<b>999</b>	<b>1,039</b>	<b>1,036</b>	<b>-0.29%</b>	<b>5,404</b>	<b>5,409</b>	<b>5,756</b>	<b>6.40%</b>
Interfund Transfers	-	-	-	0.00%	-	-	-	0.00%
Fund Balance	-	31	-	0.00%	-	661	178	-73.13%
<b>Other Financing Sources</b>	-	<b>31</b>	-	<b>0.00%</b>	-	<b>661</b>	<b>178</b>	<b>-73.13%</b>
<b>Total Financial Sources</b>	<b>\$ 999</b>	<b>\$ 1,069</b>	<b>\$ 1,036</b>	<b>-3.14%</b>	<b>\$ 5,404</b>	<b>\$ 6,070</b>	<b>\$ 5,933</b>	<b>-2.26%</b>
<b>Financial Uses</b>								
General Government	-	-	-	0.00%	420	390	398	2.17%
Public Safety	-	-	-	0.00%	65	-	-	0.00%
Physical Environment	300	508	455	-10.42%	3,936	4,927	5,026	2.00%
Economic Development	93	95	295	210.53%	-	-	-	0.00%
Parks and Recreation	-	-	-	0.00%	-	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>393</b>	<b>603</b>	<b>750</b>	<b>24.42%</b>	<b>4,421</b>	<b>5,327</b>	<b>5,434</b>	<b>2.01%</b>
Internal Service Funds	-	-	-	0.00%	-	-	-	0.00%
Transfers out	258	253	249	-1.94%	475	311	50	-83.86%
Reserve for Contingency	-	213	38	-82.36%	-	432	449	3.79%
<b>Other Financing Uses</b>	<b>258</b>	<b>467</b>	<b>286</b>	<b>-38.71%</b>	<b>475</b>	<b>743</b>	<b>499</b>	<b>-32.86%</b>
<b>Total Financial Uses</b>	<b>\$ 651</b>	<b>\$ 1,069</b>	<b>\$ 1,036</b>	<b>-3.14%</b>	<b>\$ 4,896</b>	<b>\$ 6,070</b>	<b>\$ 5,933</b>	<b>-2.26%</b>
<b>Net Income/(Loss)</b>	<b>\$ 348</b>	<b>\$ -</b>	<b>\$ -</b>		<b>\$ 508</b>	<b>\$ -</b>	<b>\$ -</b>	
<b>Fund Balance</b>								
Beginning Fund Balance	590				2,322			
Ending Fund Balance	938				2,830			
Change in Fund Balance	348				508			
<b>% Change</b>	<b>58.92%</b>				<b>21.88%</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

<i>(\$'s in thousands)</i>	Debt Service Funds (A)				Capital Project Funds (B)			
	Actual 2019/20	Adopted 2020/21	Adopted 2021/22	Percent Change	Actual 2019/20	Adopted 2020/21	Adopted 2021/22	Percent Change
<b>Financial Sources</b>								
Ad Valorem, General	-	-	-	0.00%	-	-	-	0.00%
Ad Valorem, Voted	490	486	489	0.65%	-	-	-	0.00%
Utility Service Taxes	-	-	-	0.00%	-	-	-	0.00%
Franchise Fees	-	-	-	0.00%	-	-	-	0.00%
Charges for Services	-	-	-	0.00%	1,018	654	1,113	70.17%
Fines and Forfeitures	-	-	-	0.00%	-	-	-	0.00%
Intergovernmental	-	-	-	0.00%	2,947	2,407	2,584	7.35%
Licenses, Permits and Fees	-	-	-	0.00%	-	-	-	0.00%
Debt Proceeds	-	-	-	0.00%	-	-	-	0.00%
Interest	4	-	-	0.00%	86	-	-	0.00%
Misc. Revenue	-	-	-	0.00%	1,614	1,490	40	-97.32%
<b>Operating Revenues</b>	<b>495</b>	<b>486</b>	<b>489</b>	<b>0.65%</b>	<b>5,666</b>	<b>4,551</b>	<b>3,737</b>	<b>-17.88%</b>
Interfund Transfers	2,699	2,649	2,316	-12.56%	900	330	330	0.00%
Fund Balance	-	1	0	0.00%	-	983	76	-92.27%
<b>Other Financing Sources</b>	<b>2,699</b>	<b>2,650</b>	<b>2,316</b>	<b>-12.58%</b>	<b>900</b>	<b>1,313</b>	<b>406</b>	<b>-69.08%</b>
<b>Total Financial Sources</b>	<b>\$ 3,193</b>	<b>\$ 3,136</b>	<b>\$ 2,806</b>	<b>-10.53%</b>	<b>\$ 6,566</b>	<b>\$ 5,864</b>	<b>\$ 4,143</b>	<b>-29.35%</b>
<b>Financial Uses</b>								
General Government	-	-	-	0.00%	206	248	248	0.00%
Public Safety	-	-	-	0.00%	1,089	1,526	260	-82.99%
Physical Environment	-	-	-	0.00%	3,792	3,190	1,555	-51.25%
Economic Development	-	-	-	0.00%	-	-	-	0.00%
Parks and Recreation	-	-	-	0.00%	919	52	129	148.08%
Debt Service	3,171	3,136	2,806	-10.53%	4	4	3	-23.98%
Depreciation Expense	-	-	-	0.00%	-	-	-	0.00%
Miscellaneous Expense	-	-	-	0.00%	-	-	-	0.00%
<b>Operating Expenditures</b>	<b>3,171</b>	<b>3,136</b>	<b>2,806</b>	<b>-10.53%</b>	<b>6,011</b>	<b>5,019</b>	<b>2,194</b>	<b>-56.29%</b>
Internal Service Funds	-	-	-	0.00%	-	-	-	0.00%
Transfers out	-	-	-	0.00%	583	781	687	-12.00%
Reserve for Contingency	-	-	-	0.00%	-	64	1,262	1871.06%
<b>Other Financing Uses</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.00%</b>	<b>583</b>	<b>845</b>	<b>1,949</b>	<b>130.67%</b>
<b>Total Financial Uses</b>	<b>\$ 3,171</b>	<b>\$ 3,136</b>	<b>\$ 2,806</b>	<b>-10.53%</b>	<b>\$ 6,594</b>	<b>\$ 5,864</b>	<b>\$ 4,143</b>	<b>-29.35%</b>
<b>Net Income/(Loss)</b>	<b>\$ 23</b>	<b>\$ -</b>	<b>\$ -</b>		<b>\$ (28)</b>	<b>\$ -</b>	<b>\$ -</b>	
<b>Fund Balance</b>								
Beginning Fund Balance	470				7,034			
Ending Fund Balance	492				7,006			
Change in Fund Balance	23				(28)			
<b>% Change</b>	<b>4.86%</b>				<b>-0.40%</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.

# Three Year Consolidated Summary

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

<i>(\$'s in thousands)</i>	Water/Sewer Fund (401)				Non-major Enterprise Funds (A)			
	Actual 2019/20	Adopted 2020/21	Adopted 2021/22	Percent Change	Actual 2019/20	Adopted 2020/21	Adopted 2021/22	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	15,628	15,676	16,121	2.84%	2,276	2,012	2,269	12.79%
Fines and Forfeitures	-	-	-	0.00%	-	-	-	0.00%
Intergovernmental	612	550	-	0.00%	-	-	-	0.00%
Licenses, Permits and Fees	-	-	-	0.00%	-	-	-	0.00%
Debt Proceeds	-	-	-	0.00%	-	3,600	-	-100.00%
Interest	141	15	38	158.15%	50	11	11	-5.68%
Misc. Revenue	225	198	177	-11.03%	-	-	-	0.00%
<b>Operating Revenues</b>	<b>16,606</b>	<b>16,439</b>	<b>16,336</b>	<b>-0.63%</b>	<b>2,326</b>	<b>5,623</b>	<b>2,280</b>	<b>-59.46%</b>
Interfund Transfers	579	3,671	71	-98.08%	5,997	5,062	4,308	-14.90%
Fund Balance	-	872	113	-87.09%	-	1,223	1,649	34.83%
<b>Other Financing Sources</b>	<b>579</b>	<b>4,543</b>	<b>183</b>	<b>-95.97%</b>	<b>5,997</b>	<b>6,286</b>	<b>5,957</b>	<b>-5.22%</b>
<b>Total Financial Sources</b>	<b>\$ 17,185</b>	<b>\$ 20,982</b>	<b>\$ 16,519</b>	<b>-21.27%</b>	<b>\$ 8,323</b>	<b>\$ 11,909</b>	<b>\$ 8,237</b>	<b>-30.83%</b>
<b>Financial Uses</b>								
General Government	-	-	-	0.00%	-	-	-	0.00%
Public Safety	-	-	-	0.00%	-	-	-	0.00%
Physical Environment	7,771	13,550	9,817	-27.55%	1,144	2,333	2,893	24.00%
Economic Development	-	-	-	0.00%	-	-	-	0.00%
Parks and Recreation	-	-	-	0.00%	1,455	1,427	1,671	17.08%
Debt Service	-	-	-	0.00%	2,251	3,905	3,403	-12.85%
Depreciation Expense	3,972	-	-	0.00%	-	-	-	0.00%
Miscellaneous Expense	-	-	-	0.00%	-	-	-	0.00%
<b>Operating Expenditures</b>	<b>11,743</b>	<b>13,550</b>	<b>9,817</b>	<b>-27.55%</b>	<b>4,850</b>	<b>7,664</b>	<b>7,966</b>	<b>3.94%</b>
Internal Service Funds	-	-	-	0.00%	-	-	-	0.00%
Transfers out	8,421	7,332	6,602	-9.96%	661	3,640	40	-98.89%
Reserve for Contingency	-	100	100	0.00%	(10)	604	230	-61.85%
<b>Other Financing Uses</b>	<b>8,421</b>	<b>7,432</b>	<b>6,702</b>	<b>-9.83%</b>	<b>651</b>	<b>4,244</b>	<b>271</b>	<b>-93.62%</b>
<b>Total Financial Uses</b>	<b>\$ 20,164</b>	<b>\$ 20,982</b>	<b>\$ 16,519</b>	<b>-21.27%</b>	<b>\$ 5,502</b>	<b>\$ 11,909</b>	<b>\$ 8,237</b>	<b>-30.83%</b>
<b>Net Income/(Loss)</b>	<b>\$ (2,979)</b>	<b>\$ -</b>	<b>\$ -</b>		<b>\$ 2,822</b>	<b>\$ -</b>	<b>\$ -</b>	
<b>Fund Balance (B)</b>								
Beginning Fund Balance	44,774							
Ending Fund Balance	44,616							
Change in Fund Balance	(157)							
<b>% Change</b>	<b>-0.35%</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; 418-2020A Revenue Refunding Bonds; 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

<i>(\$'s in thousands)</i>	Stormwater Fund (410)				Internal Service Funds (A)			
	Actual 2019/20	Adopted 2020/21	Adopted 2021/22	Percent Change	Actual 2019/20	Adopted 2020/21	Adopted 2021/22	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	2,768	2,579	2,824	9.49%	4,990	5,687	6,126	7.72%
Fines and Forfeitures	-	-	-	0.00%	-	-	-	0.00%
Intergovernmental	20	-	-	0.00%	-	-	-	0.00%
Licenses, Permits and Fees	-	-	-	0.00%	-	-	-	0.00%
Debt Proceeds	-	-	-	0.00%	-	-	-	0.00%
Interest	11	3	3	0.00%	26	5	5	0.00%
Misc. Revenue	8	-	-	0.00%	436	197	197	0.05%
<b>Operating Revenues</b>	<b>2,807</b>	<b>2,582</b>	<b>2,827</b>	<b>9.48%</b>	<b>5,453</b>	<b>5,889</b>	<b>6,328</b>	<b>7.46%</b>
Interfund Transfers	40	-	-	0.00%	708	250	250	0.00%
Fund Balance	-	30	232	0.00%	-	-	-	0.00%
<b>Other Financing Sources</b>	<b>40</b>	<b>30</b>	<b>232</b>	<b>0.00%</b>	<b>708</b>	<b>250</b>	<b>250</b>	<b>0.00%</b>
<b>Total Financial Sources</b>	<b>\$ 2,847</b>	<b>\$ 2,612</b>	<b>\$ 3,059</b>	<b>17.11%</b>	<b>\$ 6,161</b>	<b>\$ 6,139</b>	<b>\$ 6,578</b>	<b>7.15%</b>
<b>Financial Uses</b>								
General Government	-	-	-	0.00%	-	-	-	0.00%
Public Safety	-	-	-	0.00%	106	-	-	0.00%
Physical Environment	1,109	1,790	2,279	27.34%	23	-	-	0.00%
Economic Development	-	-	-	0.00%	-	-	-	0.00%
Parks and Recreation	-	-	-	0.00%	6	-	-	0.00%
Debt Service	128	436	435	-0.05%	-	-	-	0.00%
Depreciation Expense	800	-	-	0.00%	-	-	-	0.00%
Miscellaneous Expense	-	-	-	0.00%	-	-	-	0.00%
<b>Operating Expenditures</b>	<b>2,037</b>	<b>2,225</b>	<b>2,714</b>	<b>21.98%</b>	<b>135</b>	<b>-</b>	<b>-</b>	<b>0.00%</b>
Internal Service Funds	-	-	-	0.00%	5,912	5,921	6,249	5.55%
Transfers out	335	337	275	-18.45%	7	3	3	0.00%
Reserve for Contingency	-	50	70	40.00%	-	215	326	51.24%
<b>Other Financing Uses</b>	<b>335</b>	<b>387</b>	<b>345</b>	<b>-10.90%</b>	<b>5,919</b>	<b>6,139</b>	<b>6,578</b>	<b>7.15%</b>
<b>Total Financial Uses</b>	<b>\$ 2,372</b>	<b>\$ 2,612</b>	<b>\$ 3,059</b>	<b>17.11%</b>	<b>\$ 6,053</b>	<b>\$ 6,139</b>	<b>\$ 6,578</b>	<b>7.15%</b>
<b>Net Income/(Loss)</b>	<b>\$ 475</b>	<b>\$ -</b>	<b>\$ -</b>		<b>\$ 108</b>	<b>\$ -</b>	<b>\$ -</b>	
<b>Fund Balance</b>								
Beginning Fund Balance	14,298				1,730			
Ending Fund Balance	14,774				1,837			
Change in Fund Balance	475				108			
<b>% Change</b>	<b>3.32%</b>				<b>6.22%</b>			

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

# Revenue Trends

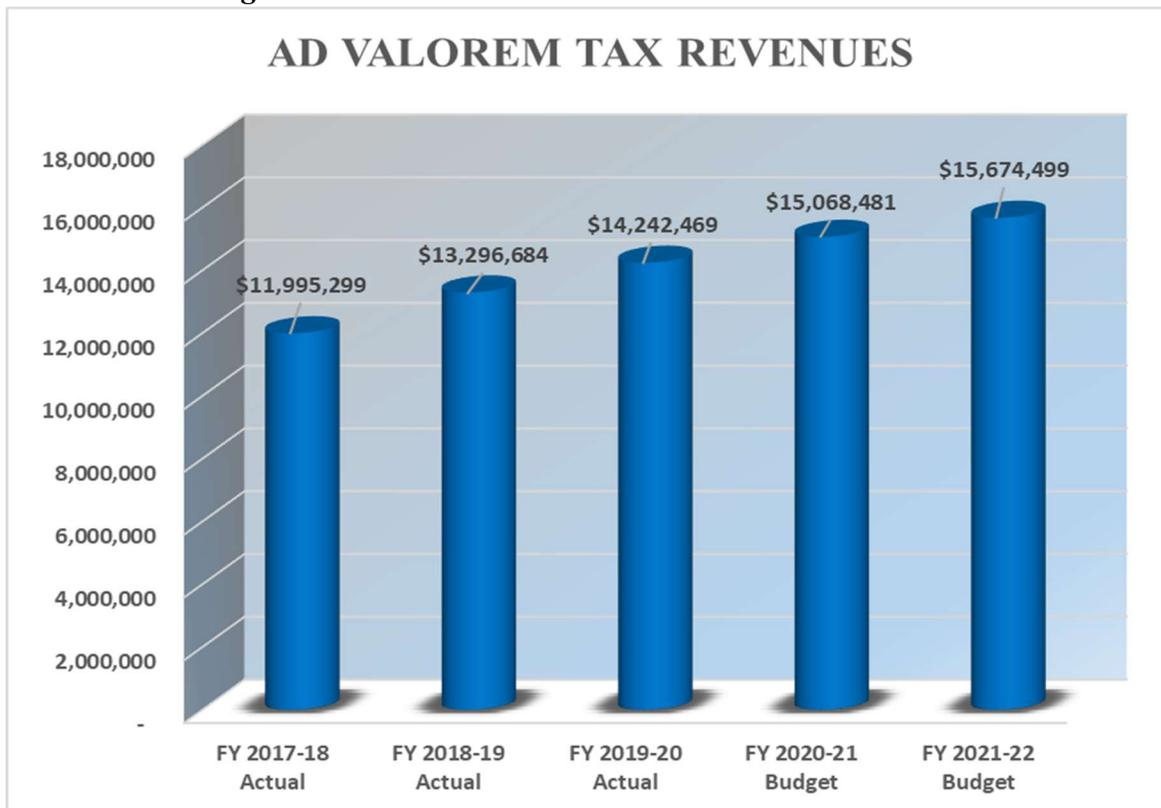
## Ad Valorem Tax Revenues

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 46% of budgeted General Fund revenues in FY 2021-22, consistent with FY 2020-21. 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 \$1.50 billion since FY 2011-12, to \$3.327 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***

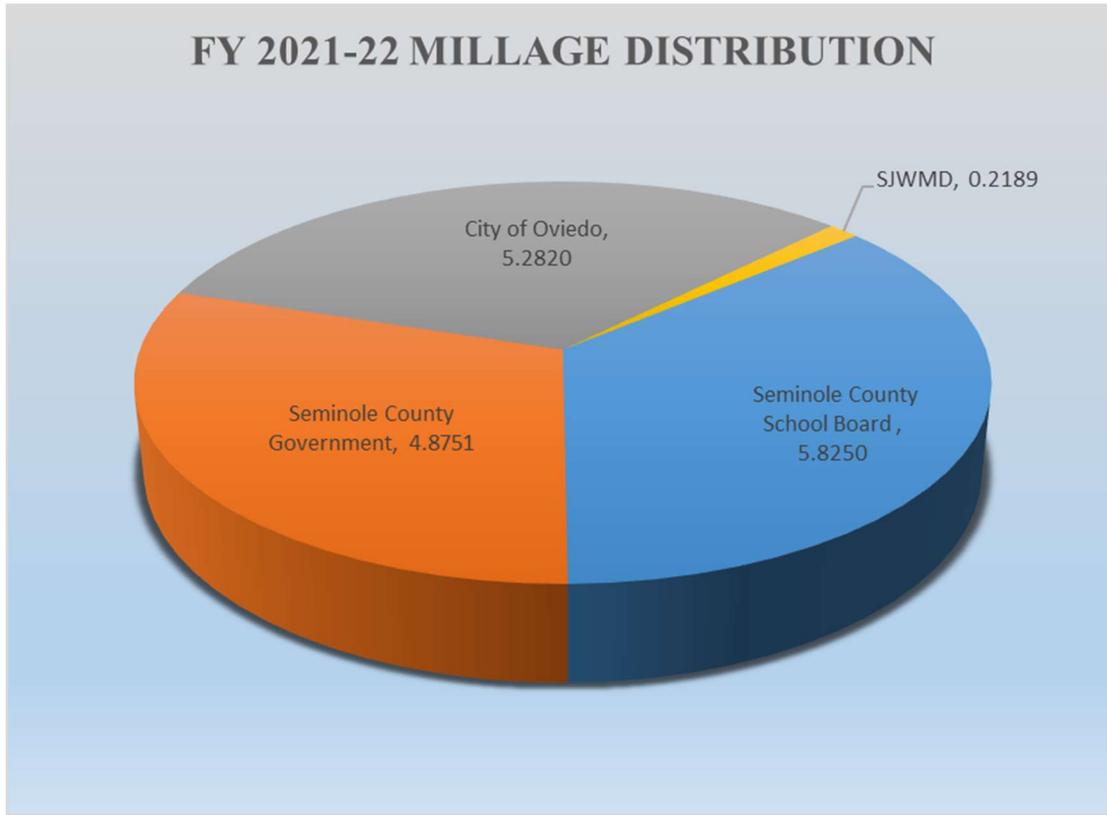


# Revenue Trends

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## 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 2021 is 16.2010 mills, a decrease of 0.1188 mills or (0.73%) from FY 2020. The following graph depicts the distribution of taxes assessed to taxpayers in the City of Oviedo.

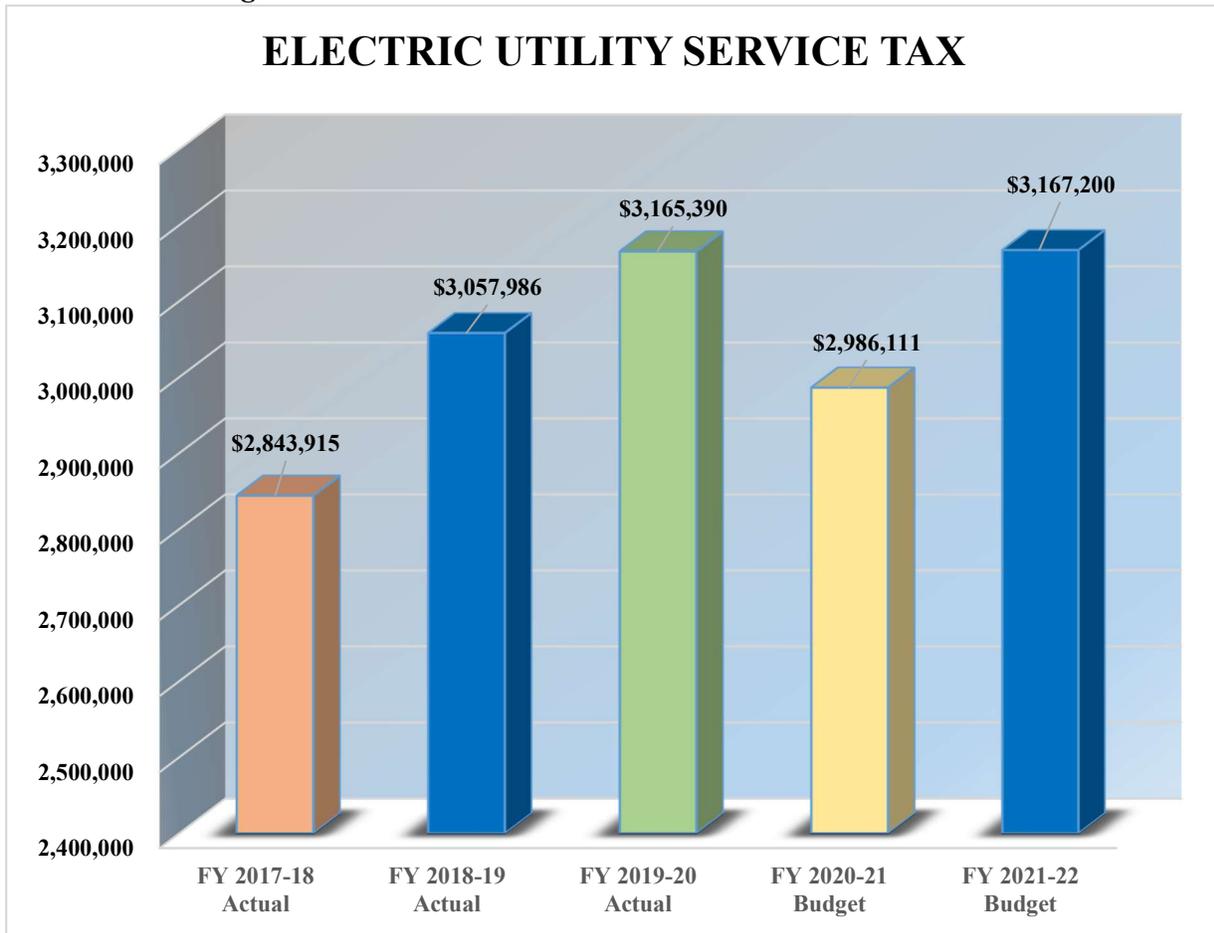


# Revenue Trends

## 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 2021-22 by \$181,089 or 6.06%.

**Trend: *Increasing***

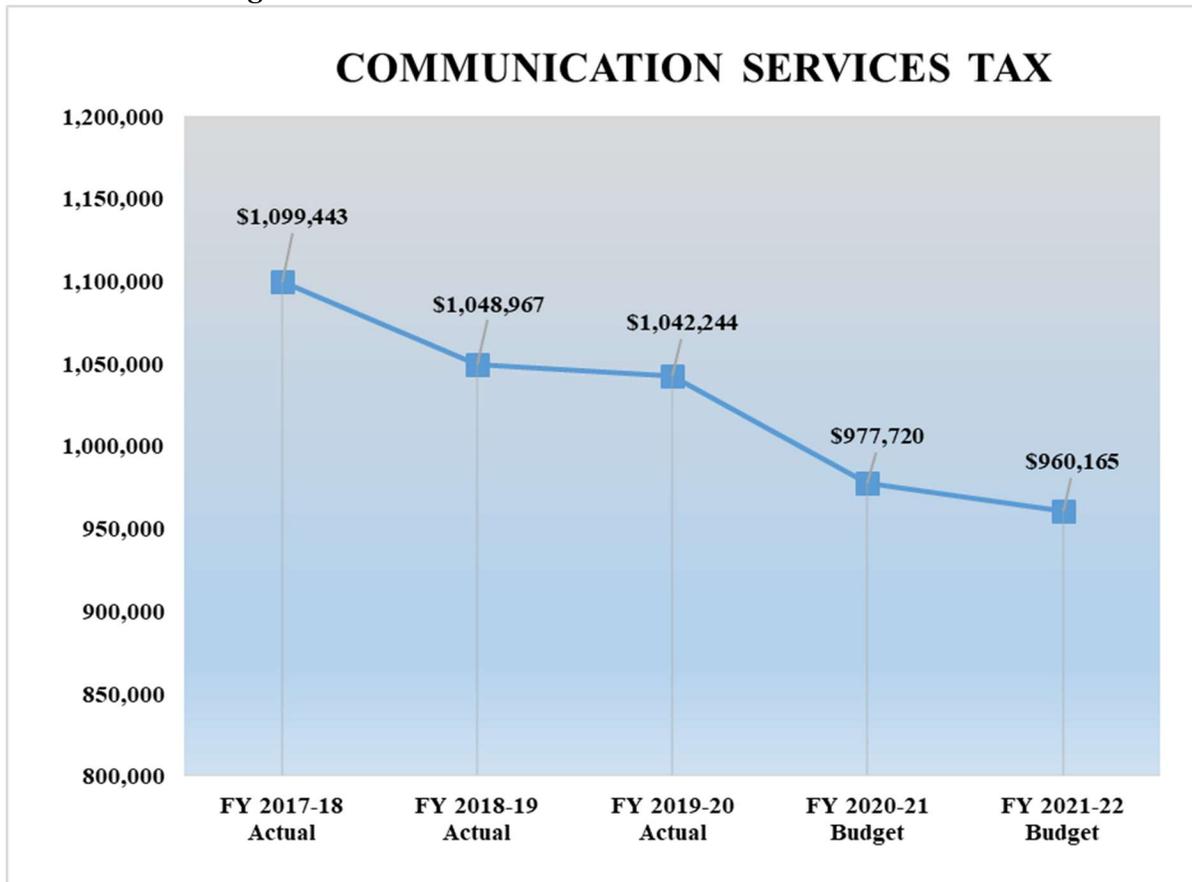


# Revenue Trends

## 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 \$817,049, or 45.97% since the peak of revenues in FY 2007-08. Communication Services Tax is projected to decrease slightly in FY 2021-22.

**Trend: *Decreasing***

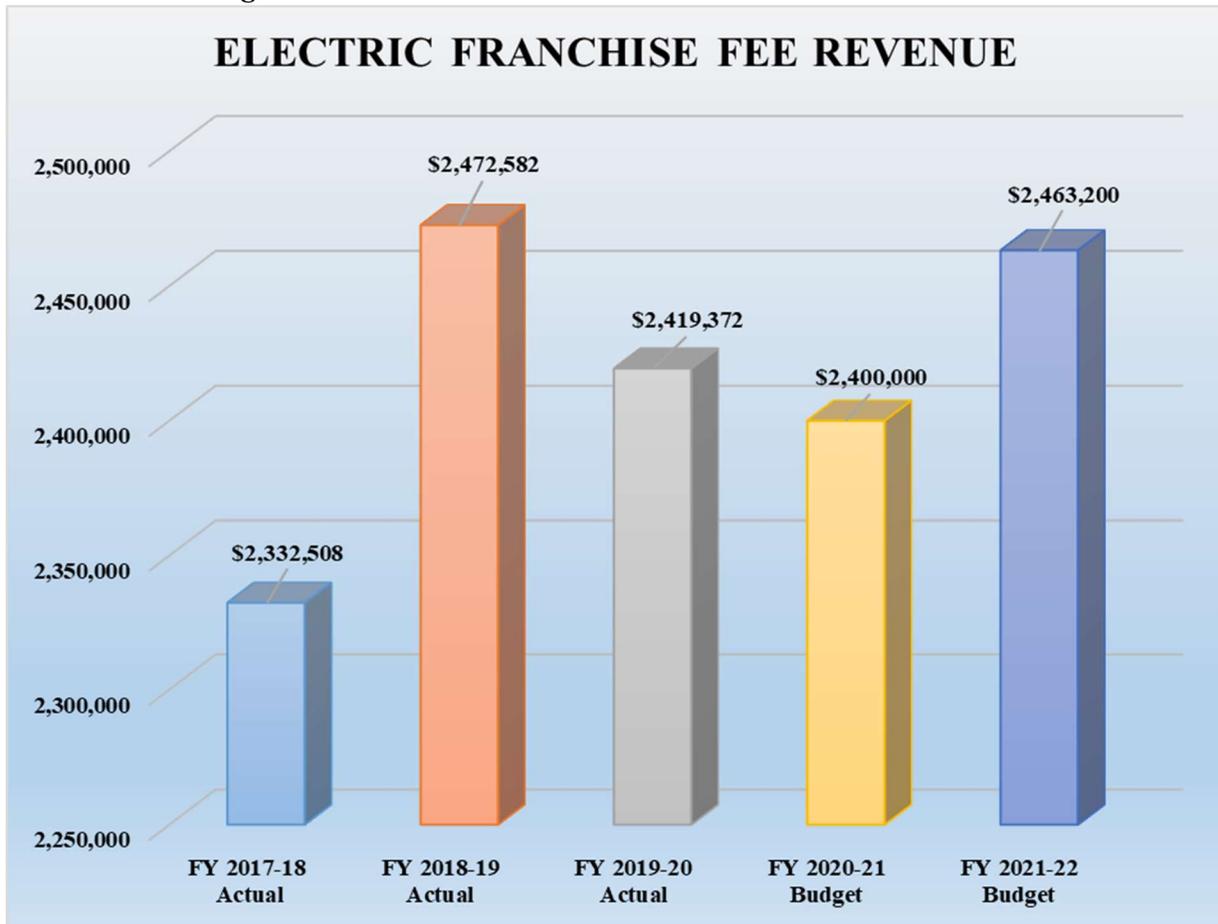


# Revenue Trends

## 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. Current analysis indicates the City could anticipate a slight increase in FY 2021-22.

**Trend: *Increasing***

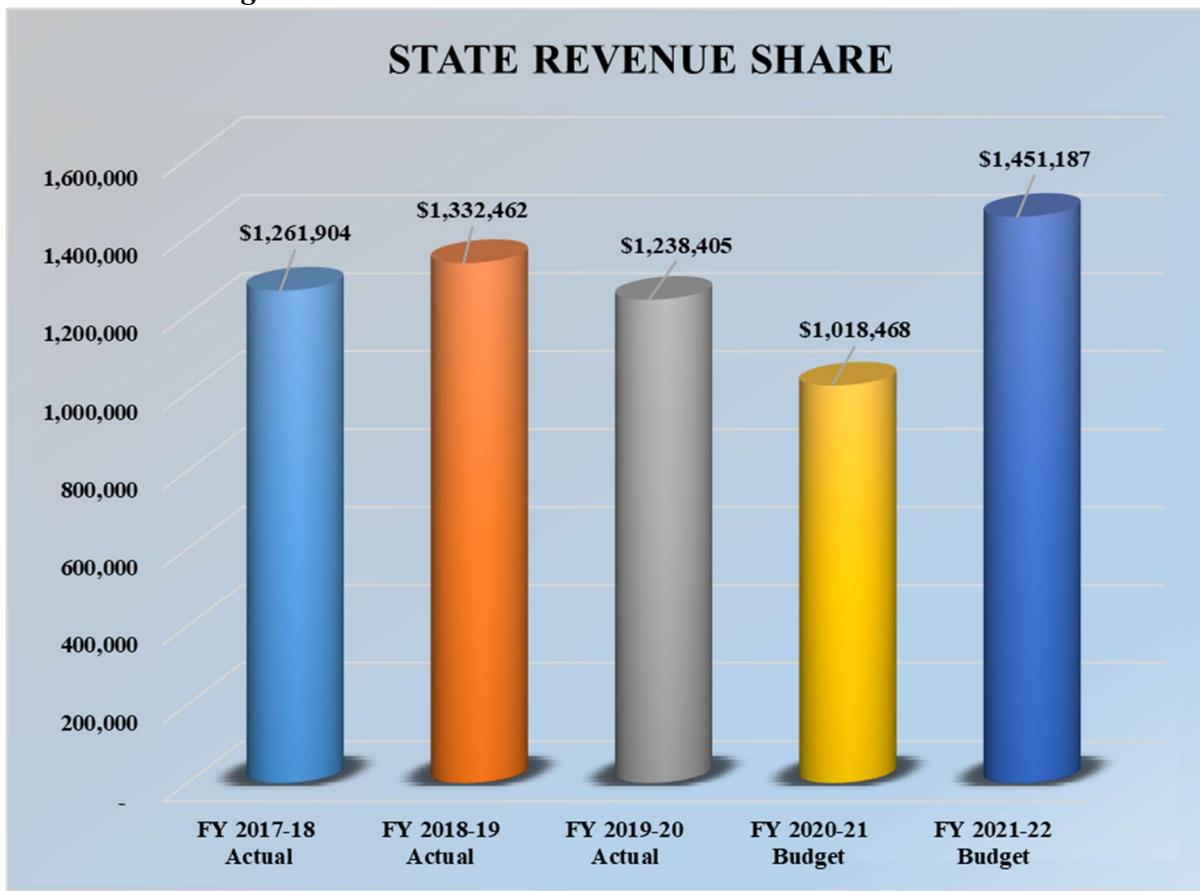


# Revenue Trends

## 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 \$528,356 through FY 2019-20. This is an 74.41% increase in revenues since FY 2009-10. Revenues declined again in FY 2020-21 as a result of the COVID-19 pandemic, but are projected to increase to pre COVID-19 levels in FY 2021-22. This trend was confirmed by the projections released by State of Florida Office of Economic and Demographic Research.

**Trend: *Increasing***

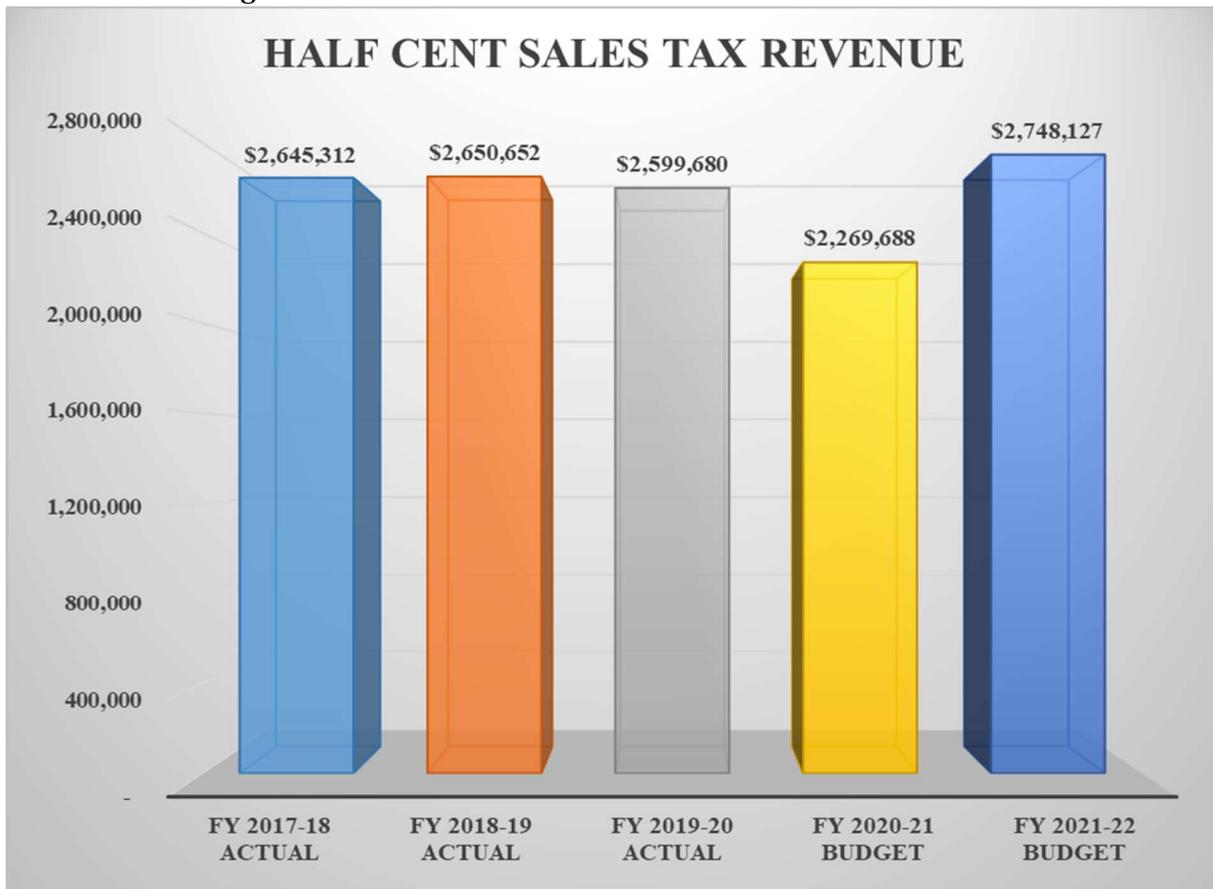


# Revenue Trends

## 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. Revenues increased \$802,586 or 45% from FY 2009-10 through FY 2019-20. Revenues declined again in FY 2020-21 as a result of the COVID-19 pandemic, but are projected to increase to pre COVID-19 levels in FY 2021-22. The State of Florida Office of Economic and Demographic Research is forecasting a 21.08% increase in revenue collections, as compared to FY 2020-21.

**Trend: *Increasing***

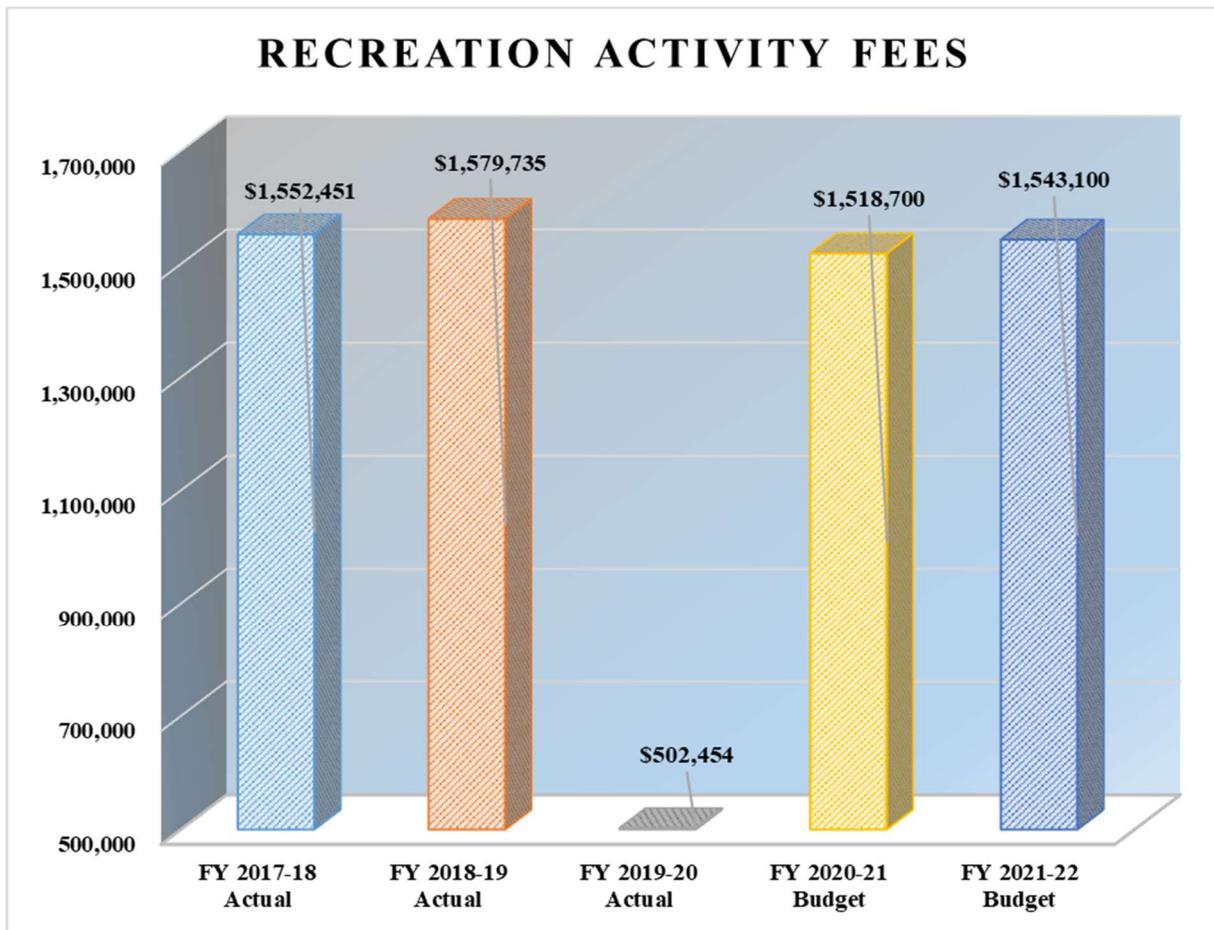


# Revenue Trends

## Recreation Activity Fees

Recreation Activity Fees have been increasing year over year since the completion of Center Lake Park in FY 2015. Factors that will assist in the continued increase in Recreation Activity Fees include: the growth in residential home construction; and as Center Lake Park becomes more established, an increase in events and rentals is expected. COVID-19 negatively impacted the Recreation Activity Fees in FY 2019-20 as many of the events and athletic programs were cancelled. Revenues declined sharply by 68%, compared to FY 2018-19. Revenues for FY 2021-22 are projected to rebound back to pre COVID-19 levels. The Recreation and Parks Department strives to obtain a 50% cost recovery on the 5 Signature Events it offers, and a 30% cost recovery on all aquatic and recreation programs and administrative costs.

**Trend:** *Neutral*

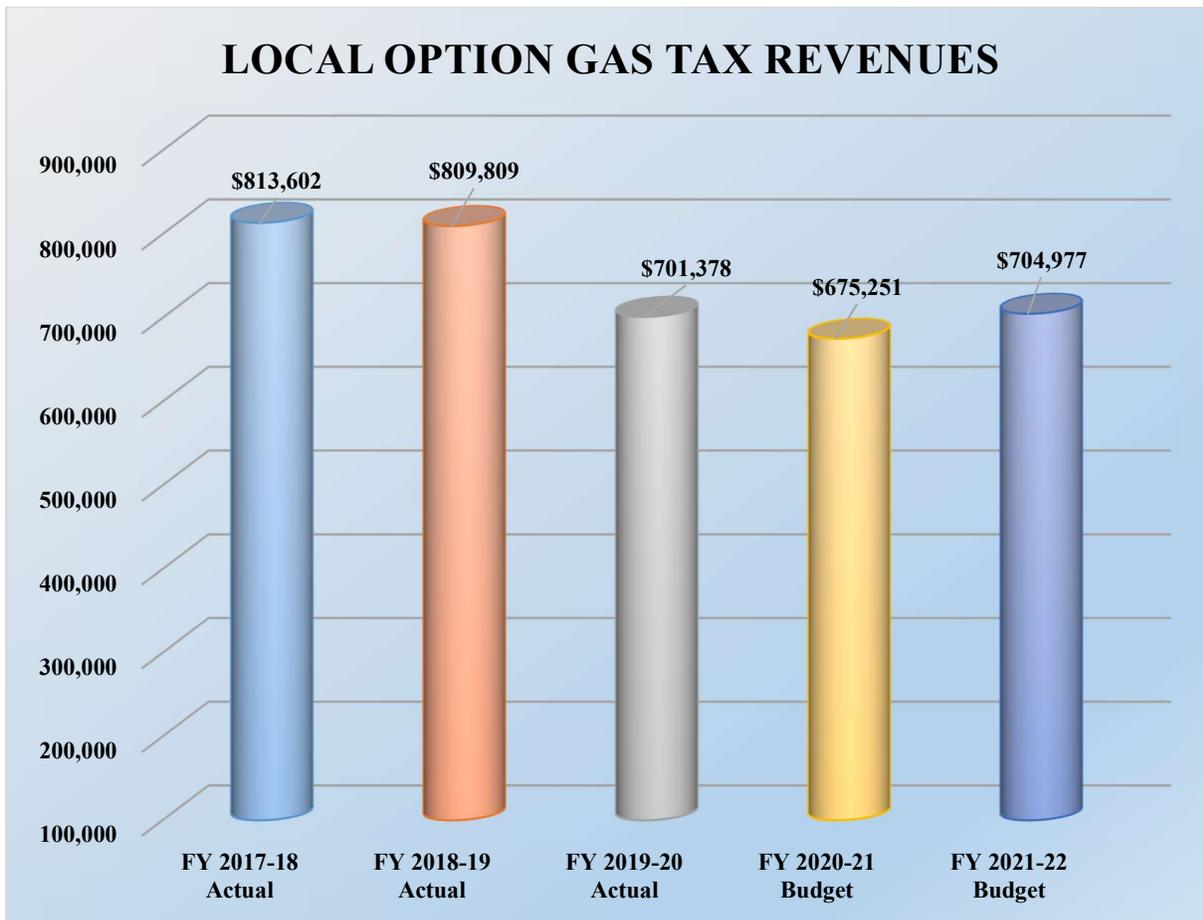


# Revenue Trends

## 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 a slight decline in FY 2020-21 due to COVID-19. The State of Florida Office of Economic and Demographic Research is forecasting a 4% increase in revenue collections, as compared to FY 2020-21.

**Trend:** *Neutral*



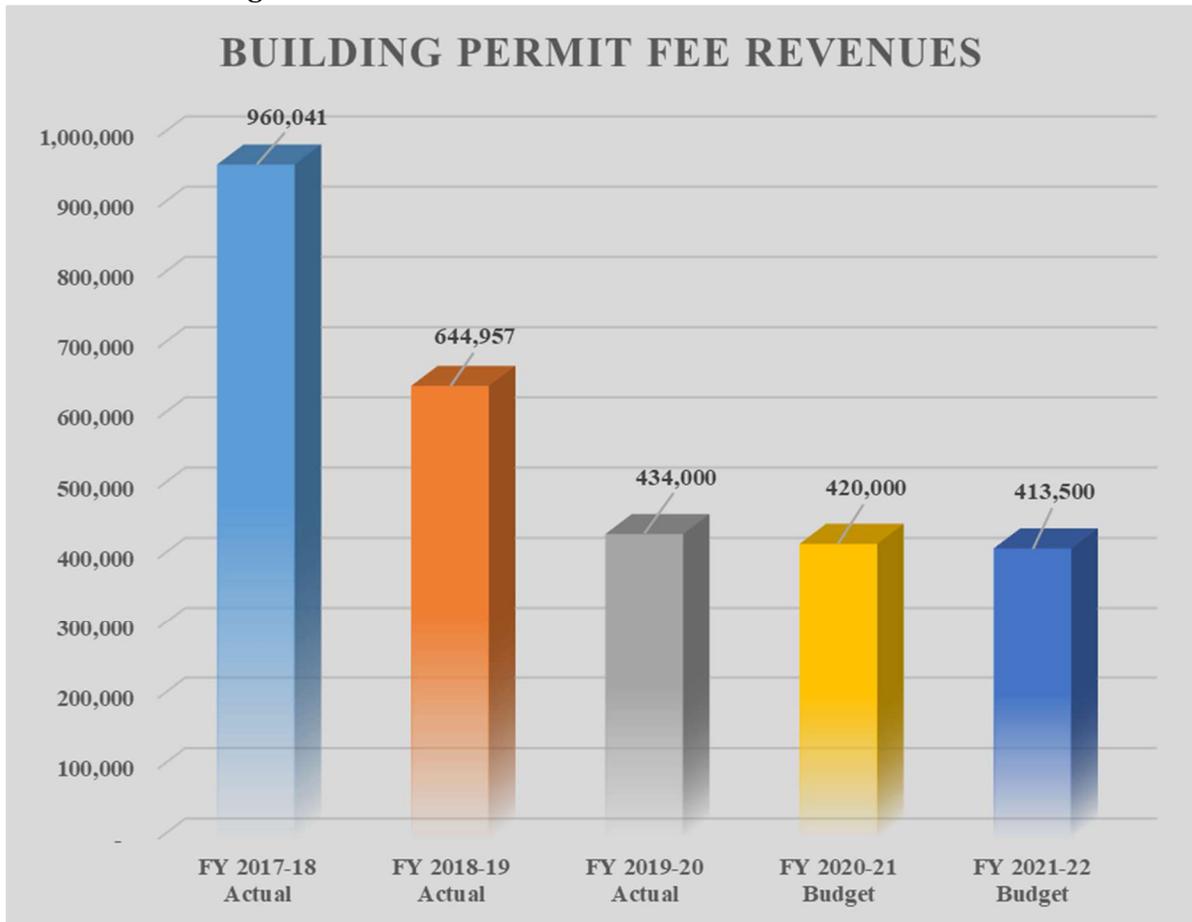
# Revenue Trends

## 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 peaked in FY 2015-16 and have trended down since. The FY 2021-22 revenues are decreasing slightly from FY 2020-21.

**Trend: *Decreasing***



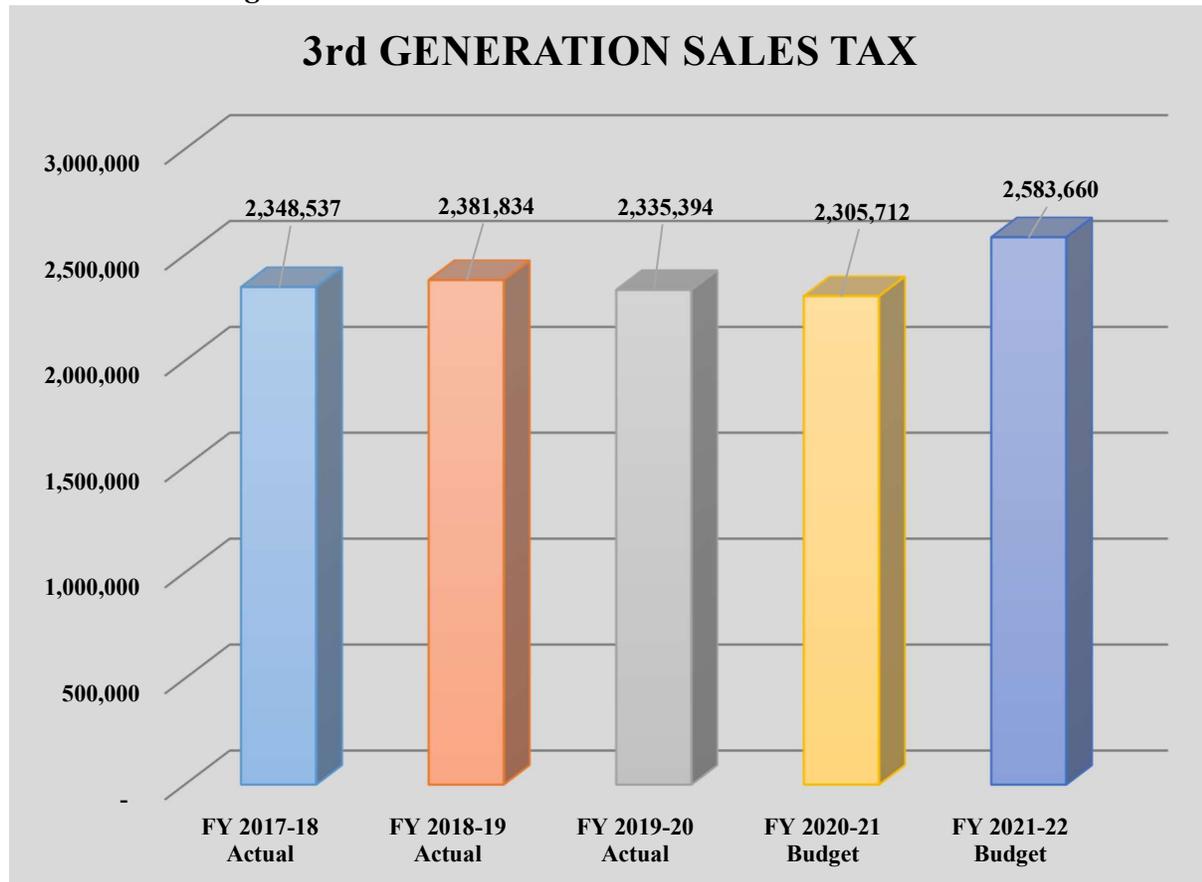
# Revenue Trends

## 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. The State of Florida Office of Economic and Demographic Research is projecting FY 2021-22 revenues to increase by 12.05%, as compared to FY 2020-21.

**Trend: *Increasing***



# Revenue Trends

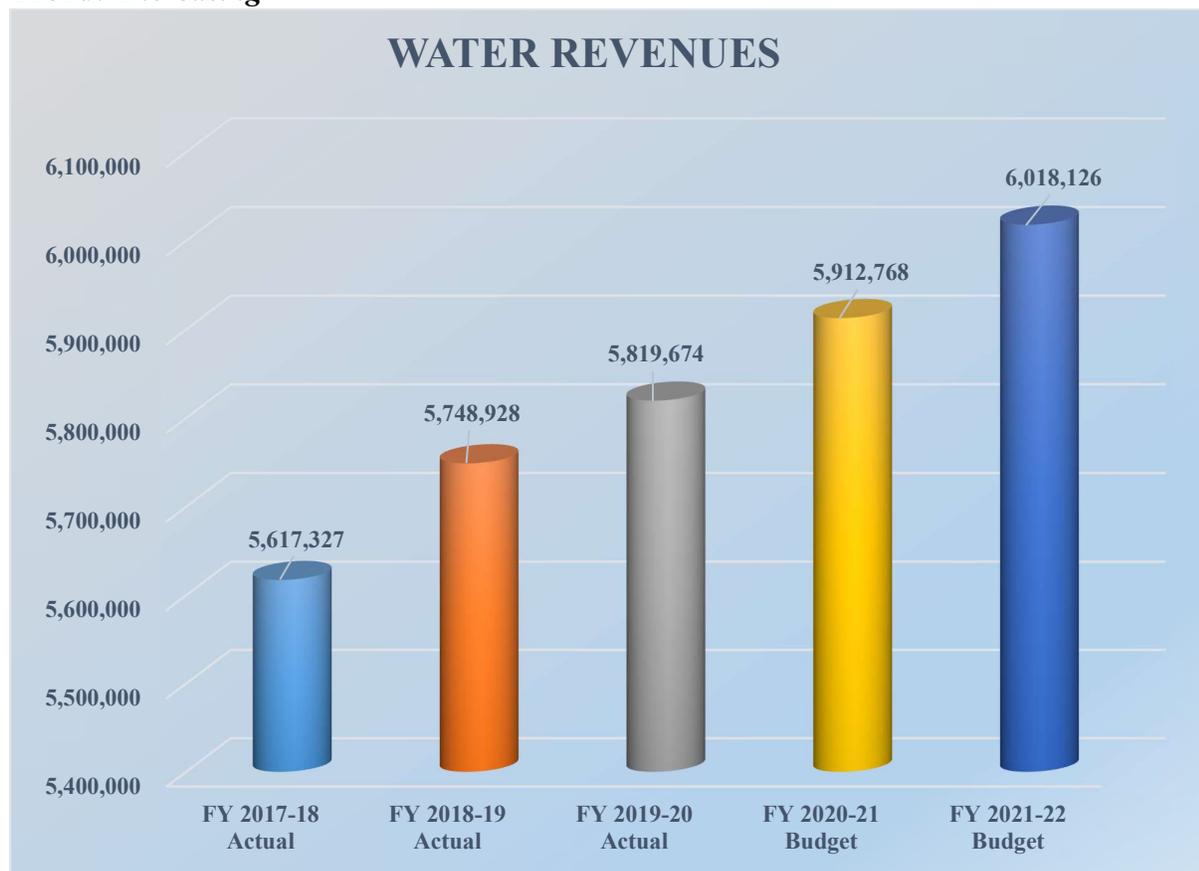
## Water, Wastewater and Reclaimed Revenues

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. The Utility Revenue Sufficiency Analysis was approved by City Council in September 2015, per Resolution 3019-15. 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%. Increases in excess of 5% per year or a change in rate structure shall require formal action by City Council. The rate increase for FY 2021-22 is budgeted at 3%.

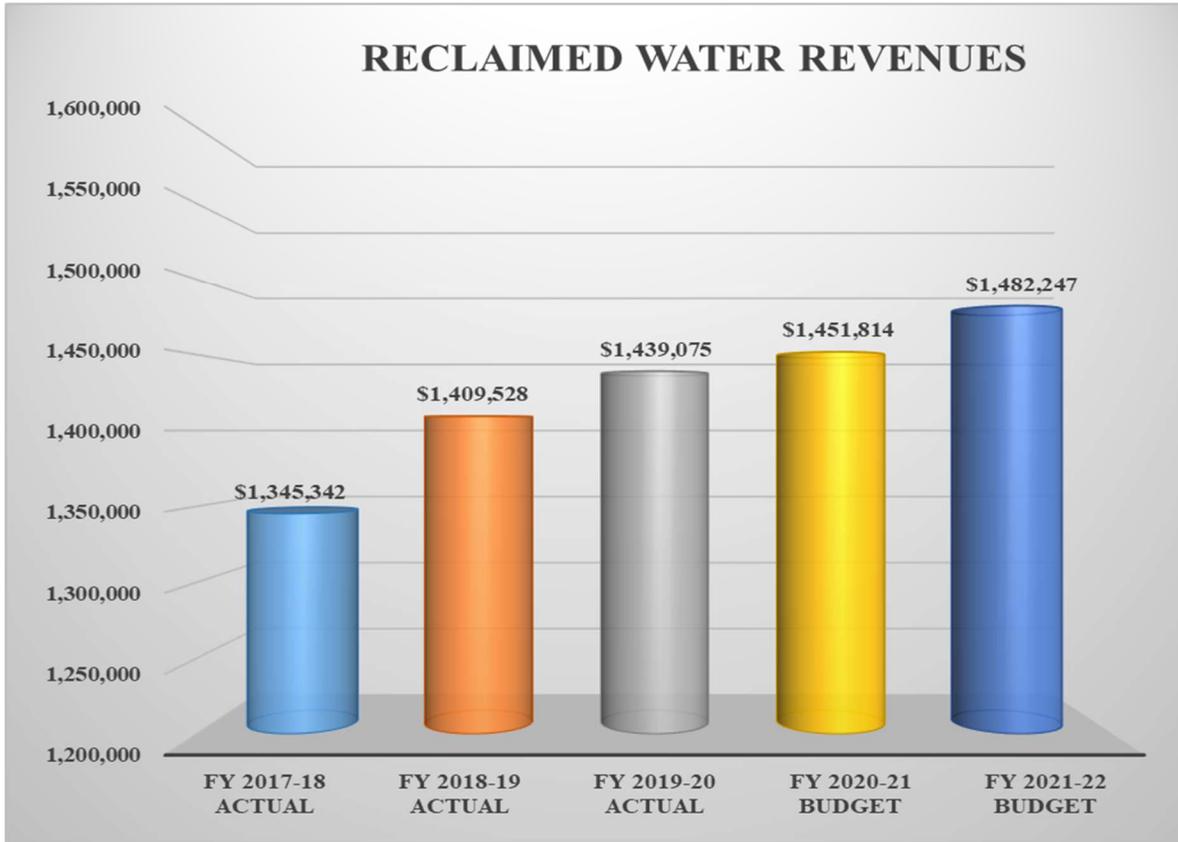
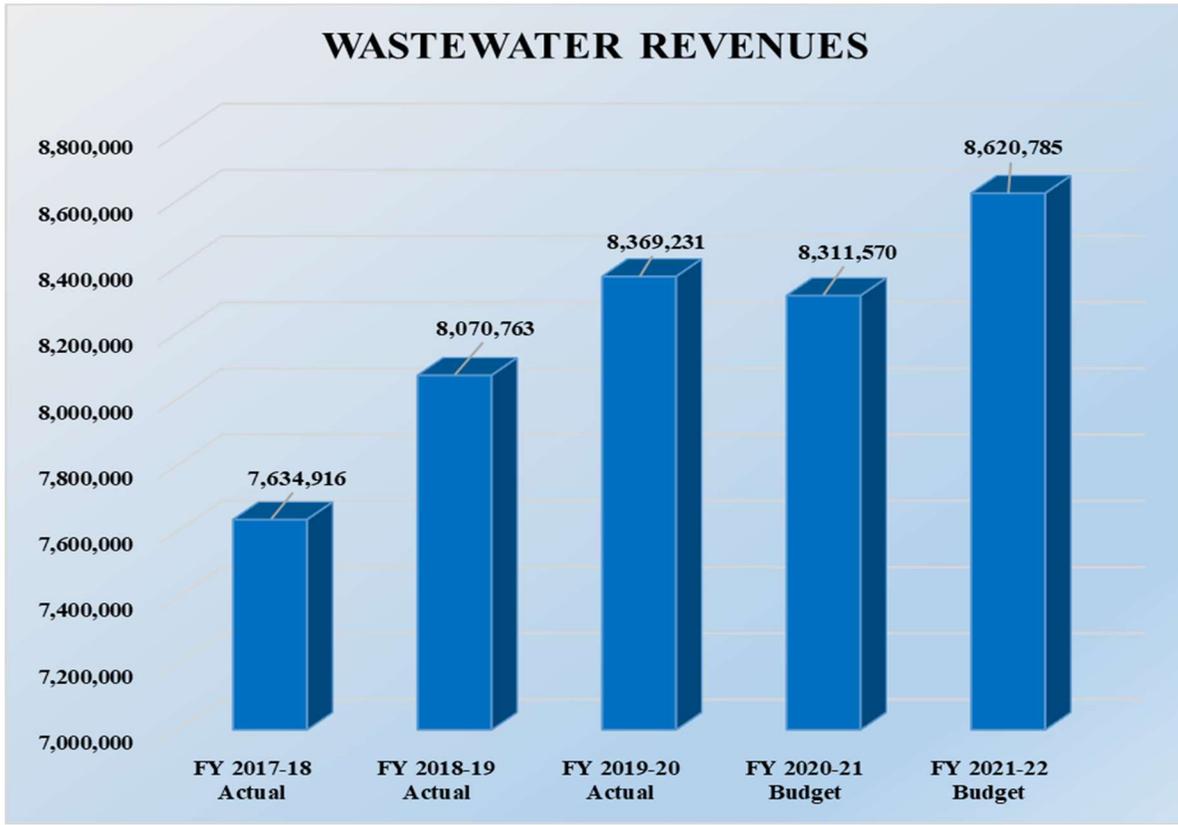
In addition to the items noted above, reclaimed water revenues have increased as the City has been expanding its reclaimed system over the past several years.

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

**Trend: *Increasing***



# Revenue Trends

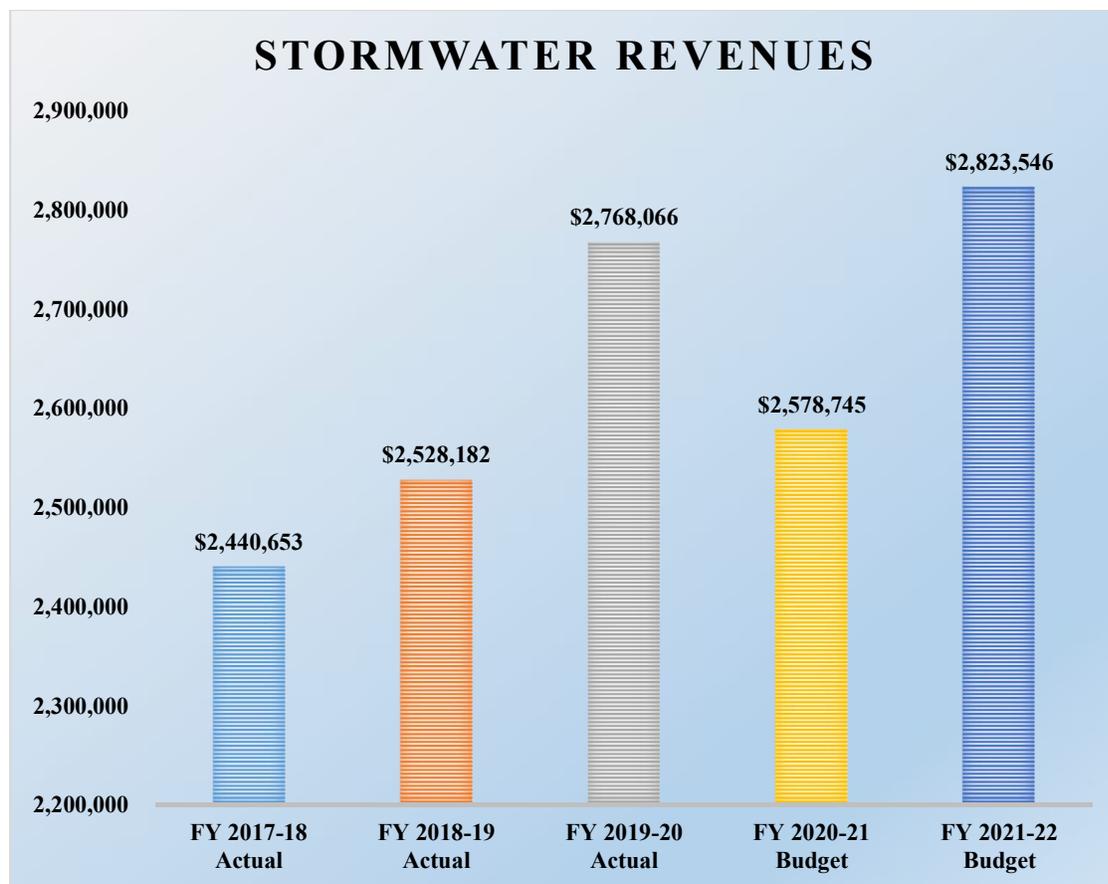


# Revenue Trends

## 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. On October 1, 2021, Stormwater revenues are projected to increase an additional 2%. 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

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**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, 2021 and September 30, 2022.

## General Fund

The target reserve set by the City Council is to retain an undesigned 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, 2020, the undesignated "reserve" level was \$9.693 million. Based on the FY 2020-21 Amended Budget, and the FY 2021-22 Adopted Budget, the ending unassigned fund balance at September 30, 2022 is projected to be \$8,726,333, or 26.84% of the FY 2021-22 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, 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

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The City's budget guidelines, in conjunction with the financial policies, require that the City shall establish a working capital reserve equal to a minimum of ninety (120) days of the Water/Wastewater operating budget less depreciation, annual debt service and capital expenses. The capital reserve for FY 2021-22 is \$2.95 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, 2022, less the operating reserve of \$2.95 million, is expected to be \$1.93 million or 20.30% of the Water and Wastewater operating budget at September 30, 2022.

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 9/30/2020	Budgeted Change in Fund Balance FY 20-21	Estimated Fund Balance 9/30/2021 (1)	Budgeted Change in Fund Balance FY 21-22	Estimated Fund Balance 9/30/2022 (1)	Percent Change FY 21-22 (3)
<b><u>GOVERNMENTAL FUNDS</u></b>						
<b><u>General Fund (001)</u></b>						
Unassigned	9,693,252	(1,223,719)	9,133,773	(407,440)	8,726,333	-4.46%
<i>Assigned or Reserved</i>						
Nonspendable	69,879		51,416		51,416	
Assigned	344,240		-		-	
Restricted	396,887		95,350		95,350	
Total: Assigned or Reserved	811,006		146,766		146,766	
<b>Total General Fund</b>	<b>10,504,258</b>		<b>9,280,539</b>		<b>8,873,099</b>	
<b>Transfers</b>			2,648,430		2,043,172	
<b>Unassigned Fund Balance as a % of Actual Exp (excluding transfers) (2)</b>			28.41%		26.84%	
<b>CRA (015)</b>	937,580	(937,580)	-	-	-	0.00%
<b><u>Special Revenue Funds</u></b>						
Administrative Impact Fee Fund (101)	114,648	(85,457)	29,191	-	29,191	0.00%
Transportation Impact Fee Fund (102)	451,215	(303,070)	148,145	(115,000)	33,145	-77.63% A
State Law Enforcement Trust Fund (103)	29,817	-	29,817	-	29,817	0.00%
Transportation Imprv. Fund (Gas Tax) (105)	802,758	(426,949)	375,809	(22,619)	353,190	-6.02%
Federal Law Enforcement Trust Fund (106)	81,738	(53,784)	27,954	-	27,954	0.00%
Police Impact Fee Fund (107)	106,465	-	106,465	-	106,465	0.00%
Fire Impact Fee Fund (108)	24,908	(30,000)	(5,092)	-	(5,092)	0.00%
Recreation Impact Fee Fund (109)	58,184	(80,000)	(21,816)	-	(21,816)	0.00%
Tree Bank Fund (112)	307,085	(190,000)	117,085	(40,000)	77,085	-34.16% B
Sidewalk Fund (114)	35,777	-	35,777	-	35,777	0.00%
Solid Waste Fund (115)	112,141	-	112,141	-	112,141	0.00%
Building Services Fund (120)	19,311	-	19,311	-	19,311	0.00%
Law Enforcement (125)	190,386	(85,411)	104,975	-	104,975	0.00%
Police Donations (126)	34,909	-	34,909	-	34,909	0.00%
Second Dollar Education (127)	45,204	-	45,204	-	45,204	0.00%
Public Arts Fund (141)	28,046	-	28,046	-	28,046	0.00%
Multi-Mobility Fund (142)	35,668	-	35,668	-	35,668	0.00%
Street Light Fund (150)	351,608	(368,122)	(16,514)	-	(16,514)	0.00%
<b>Total Special Revenue Funds</b>	<b>2,829,866</b>	<b>(1,622,793)</b>	<b>1,207,073</b>	<b>(177,619)</b>	<b>1,029,454</b>	
<b><u>Debt Service Funds</u></b>						
Public Improvement Revenue Bonds (201)	1,067	-	1,067	-	1,067	0.00%
General Obligation Bonds (203)	423,682	(607)	423,075	(57)	423,018	-0.01%
Lease Financing Fund (205)	67,670	-	67,670	-	67,670	0.00%
<b>Total Debt Service Funds</b>	<b>492,420</b>	<b>(607)</b>	<b>491,813</b>	<b>(57)</b>	<b>491,756</b>	
<b><u>Capital Project Funds</u></b>						
Vehicle/Equipment Replacement Fund (302)	1,143,672	(757,281)	386,391	-	386,391	0.00%
3rd Generation Sales Tax (304)	5,316,387	(5,268,568)	47,819	-	47,819	0.00%
Local Option Sales Tax Construction Fund (309)	81,885	(81,863)	22	-	22	0.00%
Technology Improvements Fund (320)	315,135	(24,000)	291,135	(70,982)	220,153	-24.38% C
OSC Ext. Landfill Closure Fund (327)	77,909	(5,000)	72,909	(5,000)	67,909	-6.86%
General Facilities Improvements Fund (330)	(178,519)	(361,766)	(540,285)	-	(540,285)	0.00%
Recreation Facilities Improvement Fund (340)	374,236	(346,324)	27,912	-	27,912	0.00%
Police Construction Fund (346)	(124,287)	-	(124,287)	-	(124,287)	0.00%
<b>Total Capital Project Funds</b>	<b>7,006,418</b>	<b>(6,844,802)</b>	<b>161,616</b>	<b>(75,982)</b>	<b>85,634</b>	
<b>TOTAL GOVERNMENTAL FUNDS</b>	<b>21,770,542</b>	<b>(10,629,501)</b>	<b>11,141,041</b>	<b>(661,098)</b>	<b>10,479,943</b>	

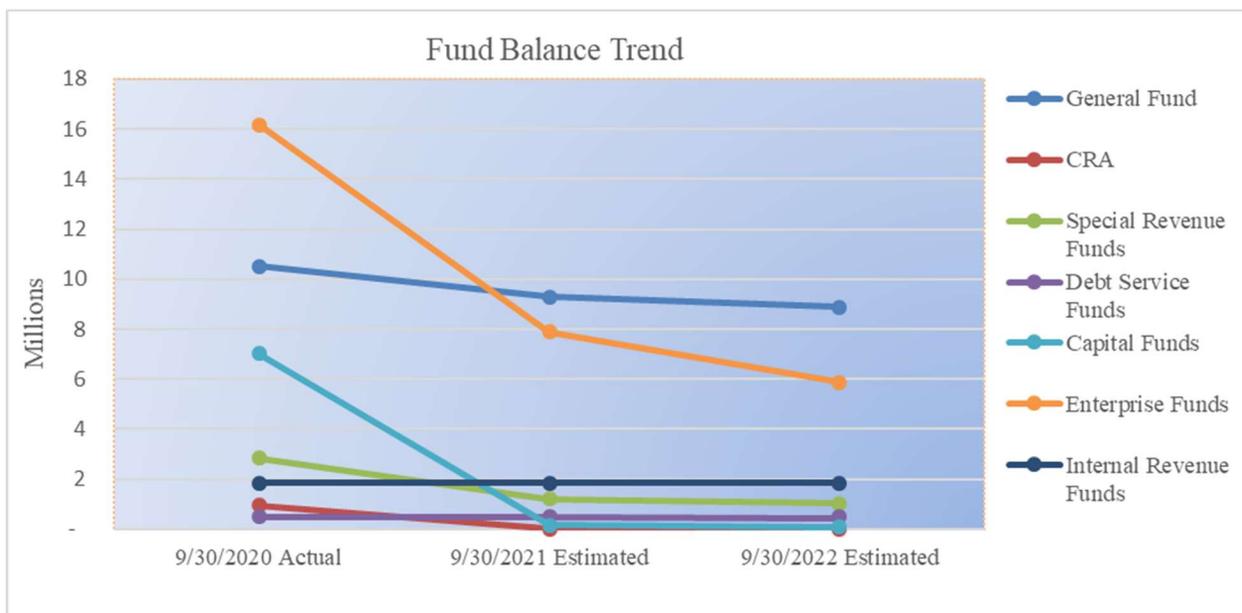
# Fund Balance by Fund

## Enterprise Funds and Internal Service Funds

	Estimated Fund Balance 9/30/2020	Budgeted Change in Fund Balance FY 20-21	Estimated Fund Balance 9/30/2021 (1)	Budgeted Change in Fund Balance FY 21-22	Estimated Fund Balance 9/30/2022 (1)	Percent Change FY 20-21
<b>ENTERPRISE FUNDS</b>						
<b>Water/Wastewater Funds</b>						
Water/Wastewater Operating Fund (401)	11,190,963	(6,189,456)	5,001,507	(112,603)	4,888,904	-2.25%
Utility Revenue Bond Sinking Fund (403)	336,618	(143,454)	193,164	-	193,164	0.00%
Renewal and Replacement Fund (406)	1,912,436	(861,386)	1,051,050	(1,170,033)	(118,983)	-111.32% <b>D</b>
Vehicle and Equipment Replacement Fund (407)	828,142	(84,053)	744,089	-	744,089	0.00%
Water System Impact Fee Fund (408)	549,000	(506,021)	42,979	-	42,979	0.00%
Wastewater System Impact Fee Fund (409)	828,954	(24,997)	803,957	(479,357)	324,600	-59.62% <b>E</b>
Stormwater Fund (410)	1,154,920	(489,520)	665,400	(232,495)	432,905	-34.94% <b>F</b>
Twin Rivers Golf Fund (480)	(627,524)	-	(627,524)	-	(627,524)	0.00%
<b>TOTAL ENTERPRISE FUNDS</b>	<b>16,173,510</b>	<b>(8,298,887)</b>	<b>7,874,623</b>	<b>(1,994,488)</b>	<b>5,880,135</b>	<b>-25.33%</b>
<b>INTERNAL SERVICE FUNDS</b>						
Fleet Maintenance Fund (504)	122,003	-	122,003	-	122,003	0.00%
Medical Insurance Fund (510)	1,715,396	-	1,715,396	-	1,715,396	0.00%
<b>TOTAL INTERNAL SERVICE FUNDS</b>	<b>1,837,399</b>	<b>-</b>	<b>1,837,399</b>	<b>-</b>	<b>1,837,399</b>	
<b>TOTAL ALL FUNDS</b>	<b>\$ 39,781,450</b>	<b>\$ (18,928,388)</b>	<b>\$ 20,853,062</b>	<b>\$ (2,655,586)</b>	<b>\$ 18,197,476</b>	

**Notes:**

- 1** 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.
  - 2** Budget Guidelines state the General Fund unappropriated fund balance will be maintained at a minimum equal to fifteen percent (15%) of the annual General Fund budget.
  - 3** Provided explanations below for percentage change greater than 10%:
- A** Fund Balance is being used for various capital projects for the Transportation Impact Fee Fund.
  - B** Decrease in proposed capital projects in FY 2021-22.
  - C** Increase in proposed expenditures will be funded through use of Fund Balance.
  - D** Fund Balance is being used for Renewal and Replacement expenses.
  - E** Fund Balance is being used for a sewer expansion capital project.
  - F** Fund Balance is being used for various capital projects for the Stormwater System.



# Position Authorization Summary

## FY 2017-18 through FY 2021-22

		<u>FY 17-18</u>	<u>FY 18-19</u>	<u>FY 19-20</u>	<u>FY 20-21</u>	<u>FY 21-22</u>	<u>FY 20-21 vs</u>
		<u>Budget</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>	<u>FY 21-22</u>
<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	1.00	1.00	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	4.00	4.00	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	7.70	7.70	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	7.00	7.00	7.00	7.00	7.00	0.00
	<b>Total: Finance</b>	<b>15.70</b>	<b>15.70</b>	<b>15.70</b>	<b>15.70</b>	<b>15.70</b>	<b>0.00</b>
<b><u>Development Services</u></b>							
1500	Development Services Administration	2.00	2.00	3.00	3.00	3.00	0.00
1501	Comprehensive Planning	4.00	4.00	4.00	4.00	4.00	0.00
1502	Development Review	3.00	3.00	3.00	3.00	3.00	0.00
2401	Building Services	0.00	0.00	0.00	0.00	0.00	0.00
2402	Zoning	0.00	0.00	0.00	0.00	0.00	0.00
2403	Code Enforcement	4.00	4.00	3.00	3.00	3.00	0.00
5900	Economic Development	0.00	0.00	0.00	0.00	0.00	0.00
	<b>Total: Development Services</b>	<b>13.00</b>	<b>13.00</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>41.70</b>	<b>41.70</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	44.00	44.00	47.00	47.00	45.00	-2.00 <b>A</b>
2103	Police Records	1.750	1.750	1.75	1.75	1.75	0.00
2104	Community Involvement	11.00	13.00	13.00	13.00	14.00	1.00 <b>B</b>
2105	Criminal Investigations	7.00	7.00	7.00	7.00	8.00	1.00 <b>C</b>
2106	Community Response Team	7.00	7.00	6.00	6.00	5.00	-1.00 <b>D</b>
2107	Police Education & Training	1.00	1.00	1.00	1.00	2.00	1.00 <b>E</b>
	<b>Total: Police Department</b>	<b>78.750</b>	<b>80.750</b>	<b>82.750</b>	<b>82.750</b>	<b>82.750</b>	<b>0.000</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	3.00	3.00	3.00	0.00
2203	Fire Education & Training	1.00	1.00	1.00	1.00	1.00	0.00
2204	Fire Rescue/EMS	0.00	0.00	0.00	0.00	0.00	0.00
	<b>Total: Fire Department</b>	<b>54.00</b>	<b>54.00</b>	<b>55.00</b>	<b>55.00</b>	<b>55.00</b>	<b>0.00</b>
<b><u>Recreation and Parks Department</u></b>							
<b><u>Administration and Maintenance</u></b>							
7200	Recreation & Parks Administration	3.00	3.00	3.00	3.00	3.00	0.00
7204	Athletic Field & Park Maintenance	13.00	13.00	21.00	21.00	21.00	0.00
7210	Facility Maintenance & Custodial Services	9.00	9.00	13.00	13.00	13.00	0.00
	<b>Total: Administration and Maintenance</b>	<b>25.00</b>	<b>25.00</b>	<b>37.00</b>	<b>37.00</b>	<b>37.00</b>	<b>0.00</b>

# Position Authorization Summary

## FY 2017-18 through FY 2021-22

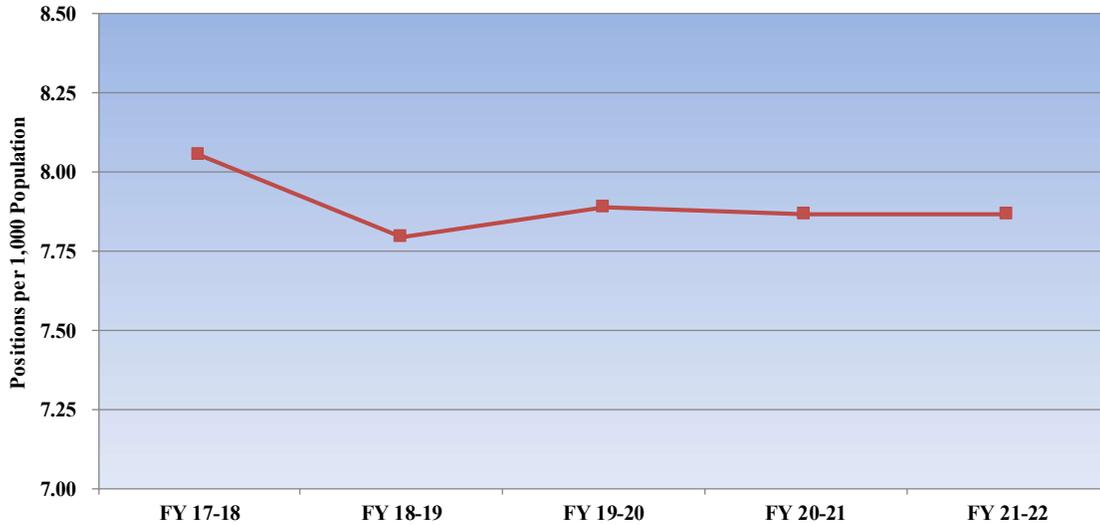
	<u>FY 17-18</u>	<u>FY 18-19</u>	<u>FY 19-20</u>	<u>FY 20-21</u>	<u>FY 21-22</u>	<u>FY 20-21 vs</u>	
	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>	<u>FY 21-22</u>	
<i>Recreation and Parks Department, continued</i>							
<b>Recreation Programming</b>							
7201	Riverside Recreation Center	6.00	6.00	6.00	6.00	4.00	-2.00 <b>F</b>
7202	City Sponsored Athletics	8.25	8.25	7.25	7.25	8.25	1.00 <b>G</b>
7208	Oviedo Boulevard Aquatics	4.00	4.00	4.00	4.00	5.00	1.00 <b>H</b>
7212	Oviedo on the Park	15.50	15.50	7.50	7.50	7.50	0.00
<b>Total: Recreation Programming</b>		<u>33.75</u>	<u>33.75</u>	<u>24.75</u>	<u>24.75</u>	<u>24.75</u>	<u>0.00</u>
<b>Total: Recreation and Parks Department</b>		<u>58.75</u>	<u>58.75</u>	<u>61.75</u>	<u>61.75</u>	<u>61.75</u>	<u>0.00</u>
<i>Public Works Department</i>							
<b>Administration</b>							
3800	Stormwater Admin, Engineering & Permitting	3.50	3.50	3.50	3.50	3.50	0.00
4100	Public Works Administration	1.00	1.00	2.00	2.00	2.00	0.00
<b>Total: Administration</b>		<u>4.50</u>	<u>4.50</u>	<u>5.50</u>	<u>5.50</u>	<u>5.50</u>	<u>0.00</u>
<b>Fleet Maintenance</b>							
5104	Fleet Maintenance	5.00	5.00	5.00	5.00	5.00	0.00
<b>Total: Fleet Maintenance</b>		<u>5.00</u>	<u>5.00</u>	<u>5.00</u>	<u>5.00</u>	<u>5.00</u>	<u>0.00</u>
<b>Operations and Maintenance</b>							
3802	Stormwater Maintenance	9.00	8.00	8.00	8.00	8.00	0.00
4106	Grounds & ROW Maintenance	0.00	0.00	0.00	0.00	0.00	0.00
4107	Sidewalks & Streets Maintenance	9.00	9.00	9.00	9.00	9.00	0.00
<b>Total: Operations and Maintenance</b>		<u>18.00</u>	<u>17.00</u>	<u>17.00</u>	<u>17.00</u>	<u>17.00</u>	<u>0.00</u>
<b>Water and Wastewater Utility</b>							
3300	Administration	11.00	14.00	13.00	13.00	13.00	0.00
3301	Utility Billing and Customer Service	6.00	5.00	5.00	5.00	5.00	0.00
3302	Water Production	5.00	6.00	6.00	6.00	6.00	0.00
3303	Water Distribution and Maintenance	8.00	9.00	9.00	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	6.00	6.00	6.00	6.00	0.00
3503	Alafaya Wastewater and Reclaimed	5.00	6.00	6.00	6.00	6.00	0.00
<b>Total: Water and Wastewater Utility</b>		<u>43.00</u>	<u>48.00</u>	<u>47.00</u>	<u>47.00</u>	<u>47.00</u>	<u>0.00</u>
<b>Total: Public Works Department</b>		<u>70.50</u>	<u>74.50</u>	<u>74.50</u>	<u>74.50</u>	<u>74.50</u>	<u>0.00</u>
<b>Total: Full Time and Regular Part Time</b>		<i>303.70</i>	<i>309.70</i>	<i>315.70</i>	<i>315.70</i>	<i>315.70</i>	<i>0.000</i>
<i>Other: Seasonal and Temporary Employees</i>		<i>17.69</i>	<i>17.69</i>	<i>17.69</i>	<i>17.69</i>	<i>17.69</i>	<i>0.00</i>
<b>Total Positions</b>		<u>321.39</u>	<u>327.39</u>	<u>333.39</u>	<u>333.39</u>	<u>333.39</u>	<u>0.000</u>
<b>Positions per 1,000 Population **</b>		8.06	7.79	7.89	7.86	7.86	
** Number of positions per 1,000 population excludes seasonal and temporary employees.							
<b>Oviedo Population</b>		37,701	39,739	40,021	40,145	40,145	

# Position Authorization Summary

## FY 2017-18 through FY 2021-22

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**Positions per 1,000 Population**



### **FY 2021-22 Position Authorization Summary Details**

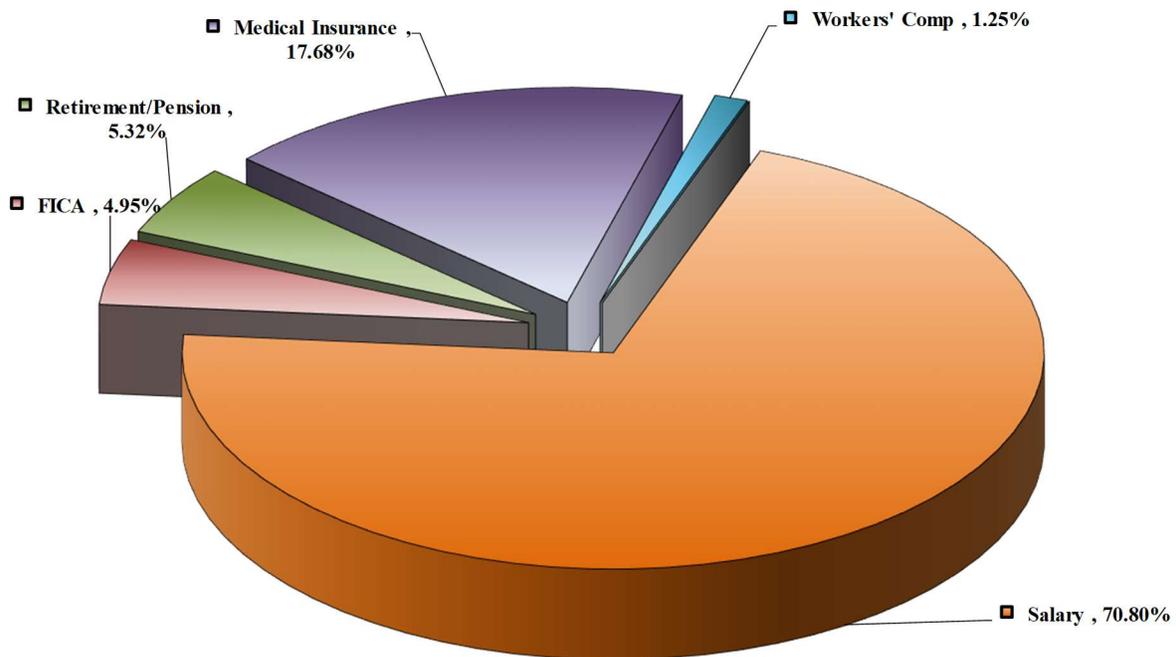
- A. Moved one Police Officer to 2104 and one to 2107.
- B. Added Police Officer from 2101
- C. Added Police Lieutenant from 2106
- D. Moved Police Lieutenant to 2105
- E. Added Police Officer from 2101
- F. Moved Aquatics and Parks Superintendent to 7208. Moved Recreation Aide Specialist to 7202
- G. Added Recreation Aide Specialist from 7201
- H. Added Aquatics and Parks Superintendent from 7201

# Composition of Personnel Costs

## FY 2021-22 and 4 Prior Fiscal Years (All Funds Combined)

	Salary	FICA	Retirement/ Pension	Medical Insurance	Workers' Comp	Other Benefits	Total
<b>FY 21-22 Adopted Budget</b>							
Cost	20,106,466	1,405,505	1,511,048	5,021,167	355,181	-	\$ 28,399,367
Cost per \$100 of Salary		6.99	7.52	24.97	1.77	-	41.24
Percent of Total	70.80%	4.95%	5.32%	17.68%	1.25%	0.00%	100.00%
\$ Increase (Decrease) from PY	441,019	28,530	(44,973)	391,118	39,545	-	855,239
% Increase (Decrease) from PY	2.24%	2.07%	-2.89%	8.45%	12.53%	0.00%	3.10%
<b>FY 20-21 Adopted Budget</b>							
Cost	19,665,447	1,376,975	1,556,021	4,630,049	315,636	-	\$ 27,544,128
Cost per \$100 of Salary		7.00	7.91	23.54	1.61	-	40.06
Percent of Total	71.40%	5.00%	5.65%	16.81%	1.15%	0.00%	100.00%
% Increase (Decrease) from PY	2.64%	0.01%	0.03%	3.42%	9.93%	0.00%	2.56%
<b>FY 19-20 Adopted Budget</b>							
Cost	19,159,121	1,376,780	1,555,546	4,477,055	287,120	-	\$ 26,855,622
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%
<b>FY 18-19 Adopted Budget</b>							
Cost	18,391,190	1,318,311	1,390,317	4,321,071	559,615	-	\$ 25,980,504
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%
<b>FY 17-18 Adopted Budget</b>							
Cost	17,052,995	1,238,044	1,265,106	3,929,672	532,951	-	\$ 24,018,768
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%

**FY 2021-22: Salary and Benefits as a % of Total Personnel Costs**



# Budget Detail Section



*The Budget Detail Section includes fiscal and performance information for each city department as well as consolidated financial summaries for all Governmental, Enterprise and Internal Service Funds.*

*Each department budget includes the following:*

- *Department Overview*
- *Personnel Summary – a five-year record of budgeted FTE's*
- *Performance Goals*
- *Performance Measurements*
- *Budget Highlights – brief explanation of the major changes*
- *Financial Information*





# GENERAL FUND

# General Fund Graphics Overview

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## **FY 2021-22 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 2021-22 Expenditure Summary**

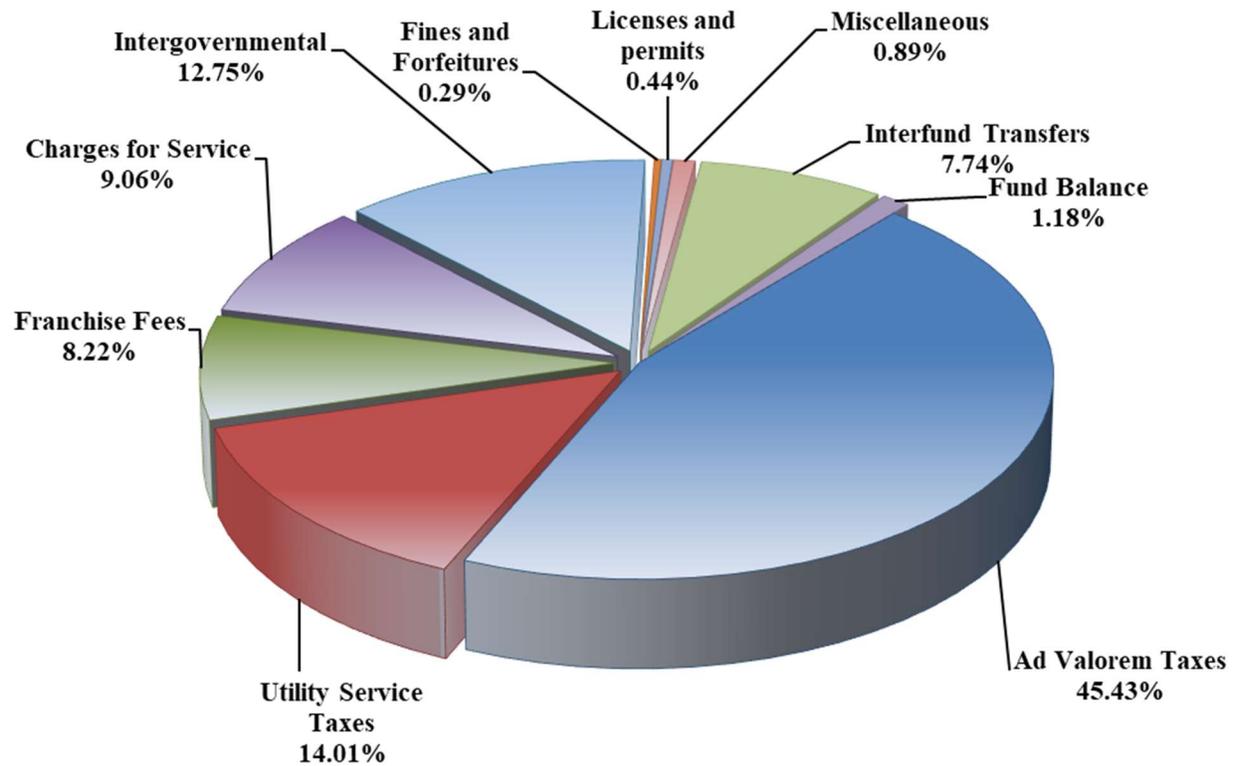
Both the table and the pie chart show the anticipated expenditures for the general fund departments, transfers and reserve for contingency. The pie chart depicts the expenditures by function/program as a percent of total expenditures.

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

As seen in this table for FY 2021-22, personnel services equal approximately 68.09% of the expenditures for the City, while operating, capital outlay, and vehicle replacement equal approximately 24.66%, and the remaining 7.25% 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

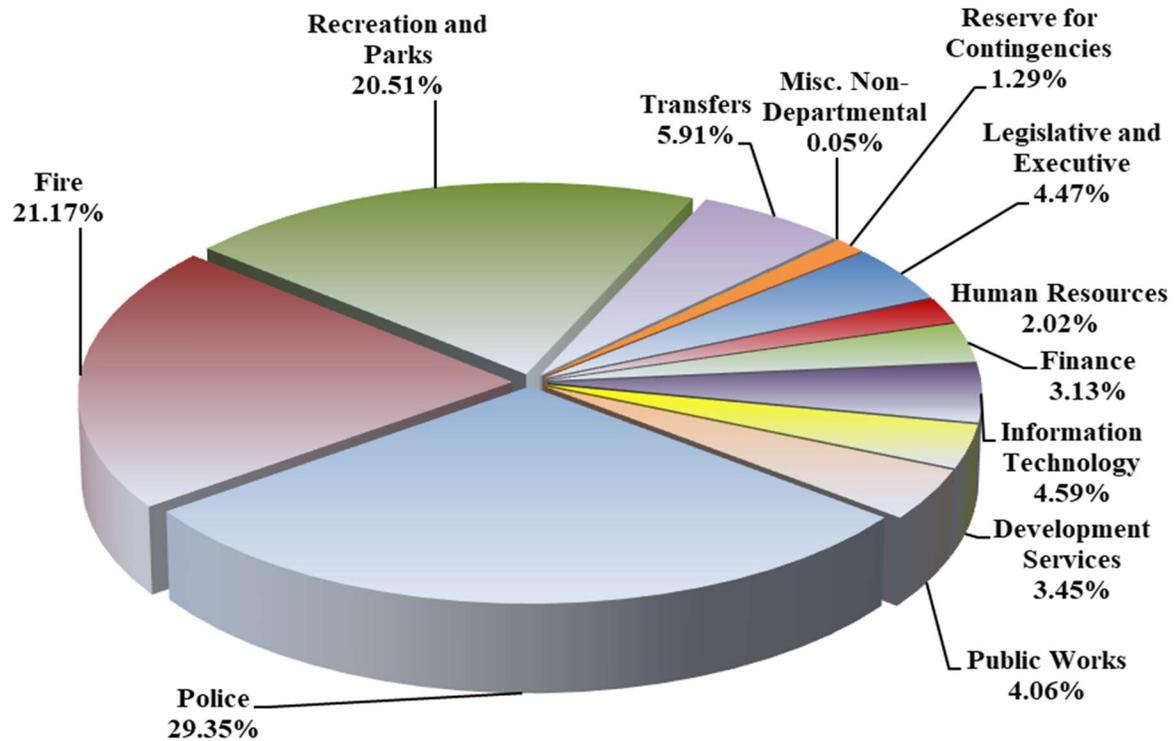
## FY 2021-22 Adopted Budget



General Fund Revenues by Source:	FY 2021-22 Adopted	FY 2020-21 Adopted	Variance
Ad Valorem Taxes	15,699,499	15,093,481	606,018
Utility Service Taxes	4,841,165	4,663,831	177,334
Franchise Fees	2,841,460	2,770,350	71,110
Charges for Service	3,131,082	3,203,163	(72,081)
Intergovernmental	4,406,324	3,490,666	915,658
Fines and Forfeitures	99,600	106,000	(6,400)
Licenses and permits	152,400	136,457	15,943
Miscellaneous	308,200	325,101	(16,901)
Interfund Transfers	2,673,528	2,808,636	(135,108)
Fund Balance	407,440	344,240	63,200
<b>Total:</b>	<b>\$ 34,560,698</b>	<b>\$ 32,941,925</b>	<b>\$ 1,618,773</b>

# General Fund Expenditures by Category

## FY 2021-22 Adopted Budget



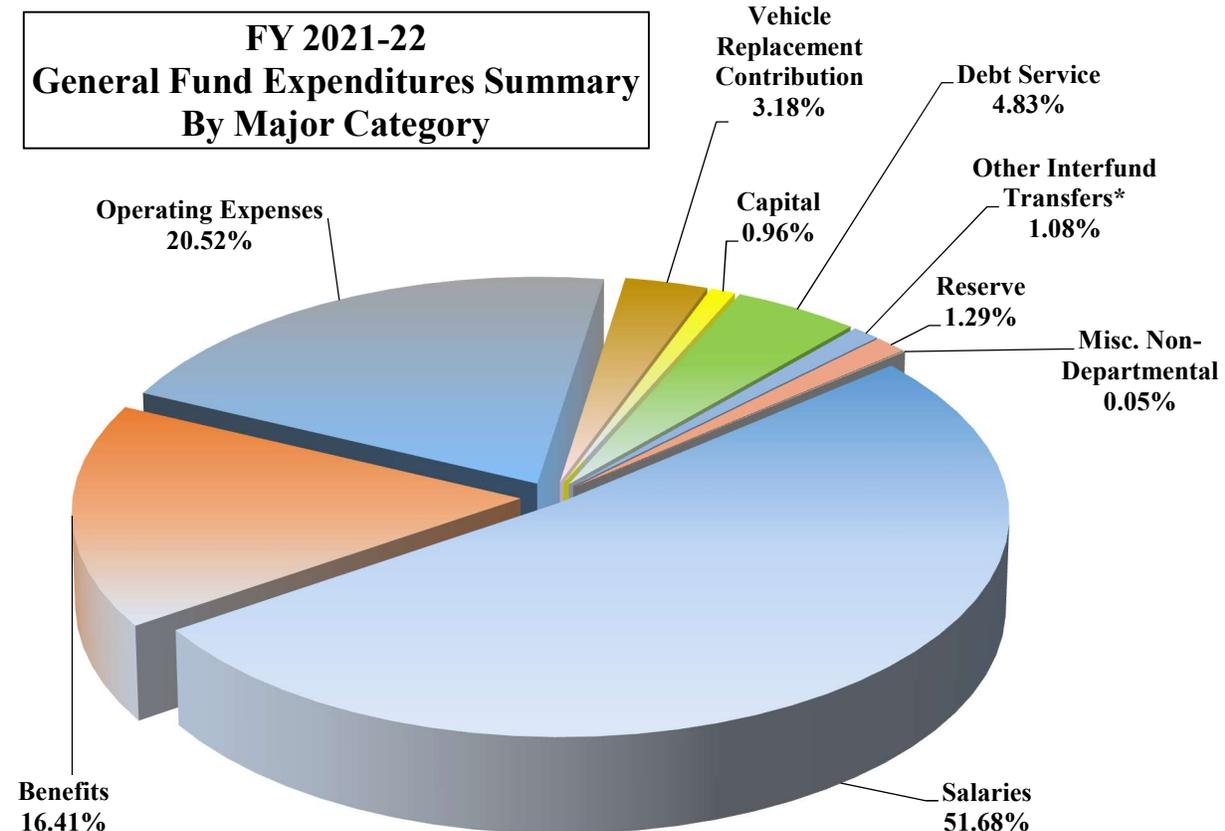
General Fund Expenditures by Function/Program Type:	FY 2021-22 Adopted	FY 2020-21 Adopted	Variance
Legislative and Executive	1,544,473	1,507,386	37,087
Human Resources	698,551	655,651	42,900
Finance	1,080,829	1,006,588	74,241
Information Technology	1,586,444	1,471,885	114,559
Development Services	1,191,727	1,138,011	53,716
Public Works	1,404,437	1,247,204	157,233
Police	10,143,189	9,732,095	411,094
Fire	7,317,541	7,113,106	204,435
Recreation and Parks	7,088,081	6,733,481	354,600
Transfers	2,043,172	2,113,530	(70,358)
Misc. Non-Departmental	17,932	17,639	293
Reserve for Contingencies	444,322	205,349	238,973
<b>Total: \$</b>	<b>\$ 34,560,698</b>	<b>\$ 32,941,925</b>	<b>\$ 1,618,773</b>

# General Fund Expenditures by Major Category

## FY 2020-21 versus FY 2021-22

	<b>FY 2020-21 Adopted</b>	<b>Percent of Total</b>	<b>FY 2021-22 Adopted</b>	<b>Percent of Total</b>
Salaries	17,494,490	53.11%	17,860,915	51.68%
Benefits	5,402,478	16.40%	5,671,300	16.41%
Operating Expenditures	6,662,598	20.23%	7,091,517	20.52%
Vehicle Replacement Contribution	644,941	1.96%	1,098,040	3.18%
Capital Expenditures	400,900	1.22%	333,500	0.96%
<b>Sub-Total: Department Operations</b>	<b>\$ 30,605,407</b>	<b>92.91%</b>	<b>\$ 32,055,272</b>	<b>92.75%</b>
Debt Service (transfer to Sinking Fund)	1,740,774	5.28%	1,670,415	4.83%
Other Interfund Transfers*	372,756	1.13%	372,757	1.08%
Reserve for Contingency	205,349	0.62%	444,322	1.29%
Misc. Non-Departmental	17,639	0.05%	17,932	0.05%
<b>Sub-Total: Non-Departmental</b>	<b>\$ 2,336,518</b>	<b>7.09%</b>	<b>\$ 2,505,426</b>	<b>7.25%</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 32,941,925</b>	<b>100.0%</b>	<b>\$ 34,560,698</b>	<b>100.0%</b>

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



# General Fund Revenues & Expenditures - Summary

	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2020-21 Amended	FY 2021-22 Adopted
<b>Operating Revenues</b>					
Property Taxes	13,301,970	14,385,528	15,093,481	15,093,481	15,699,499
Utility Service Taxes	4,808,801	4,930,684	4,663,831	4,663,831	4,841,165
Franchise Fees	2,796,424	2,743,493	2,770,350	2,770,350	2,841,460
Charges for Services	3,550,556	2,242,271	3,203,163	3,176,297	3,131,082
Intergovernmental	4,867,975	4,289,021	3,490,666	4,467,449	4,406,324
Fines and Forfeitures	153,536	79,610	106,000	106,000	99,600
Licenses and Permits	163,766	150,453	136,457	164,849	152,400
Miscellaneous	673,119	497,274	325,101	325,101	308,200
<b>Sub-Total: Operating Revenues</b>	<b>30,316,147</b>	<b>29,318,334</b>	<b>29,789,049</b>	<b>30,767,358</b>	<b>31,479,730</b>
<b>Non-Operating Revenues</b>					
Interfund Transfers	2,873,898	2,912,425	2,808,636	2,812,420	2,673,528
Appropriated Fund Balance	-	-	344,240	1,223,719	407,440
<b>Sub-Total: Non-Operating Revenues</b>	<b>2,873,898</b>	<b>2,912,425</b>	<b>3,152,876</b>	<b>4,036,139</b>	<b>3,080,968</b>
<b>Total Revenues</b>	<b>\$33,190,045</b>	<b>\$32,230,759</b>	<b>\$32,941,925</b>	<b>\$34,803,497</b>	<b>\$34,560,698</b>
<b>Personnel Services:</b>					
Salaries and Wages	15,687,994	15,918,196	17,494,490	17,585,113	17,860,915
Benefits	4,657,761	4,676,698	5,402,478	5,405,044	5,671,300
<b>Sub-Total: Personnel Services</b>	<b>20,345,755</b>	<b>20,594,894</b>	<b>22,896,968</b>	<b>22,990,157</b>	<b>23,532,215</b>
<b>Operating Expenditures</b>					
Professional and Contractual	1,792,070	1,389,062	1,636,058	1,940,373	1,762,533
Communications	176,613	182,809	233,279	233,394	197,282
Utilities	647,394	629,149	665,409	665,409	673,410
Rentals and Leases	171,936	202,771	202,091	205,991	190,858
Insurance	377,427	296,948	343,654	344,841	374,844
Repairs and Maintenance	1,675,833	1,669,407	1,723,723	1,874,019	1,835,528
Operating Supplies	1,033,762	878,815	1,169,707	1,202,693	1,286,731
Unleaded and Diesel Fuel	270,126	198,291	290,124	295,224	296,941
Vehicle Replacement	718,980	995,972	644,941	644,941	1,098,040
Other	274,575	230,852	398,553	386,548	473,390
<b>Sub-Total: Operating Expenditures</b>	<b>7,138,716</b>	<b>6,674,076</b>	<b>7,307,539</b>	<b>7,793,433</b>	<b>8,189,557</b>
<b>Capital Outlay</b>	<b>22,482</b>	<b>140,227</b>	<b>400,900</b>	<b>382,181</b>	<b>333,500</b>
<b>Non-Departmental Expenditures</b>					
Promotional Activity - Employee Recognition	7,944	5,538	7,945	10,351	10,000
Other Operating Supplies	-	139,140	-	441,000	-
Interfund Loan Interest	13,219	11,456	9,694	9,694	7,932
Bad Debt	570,550	241,219	-	-	-
<b>Sub-Total: Non-Departmental Expenditures</b>	<b>591,713</b>	<b>397,353</b>	<b>17,639</b>	<b>461,045</b>	<b>17,932</b>
<b>Interfund Transfers and Reserves</b>					
Transfers to Debt Service	2,155,354	1,882,693	1,740,774	1,740,774	1,670,415
Transfers to Other Funds	875,846	1,213,597	372,756	907,656	372,757
Reserve for Contingency	-	-	205,349	528,251	444,322
<b>Sub-Total: Interfund Transfers and Reserves</b>	<b>3,031,200</b>	<b>3,096,290</b>	<b>2,318,879</b>	<b>3,176,681</b>	<b>2,487,494</b>
<b>Total Expenditures</b>	<b>\$31,129,866</b>	<b>\$30,902,840</b>	<b>\$32,941,925</b>	<b>\$34,803,497</b>	<b>\$34,560,698</b>

# Schedule of General Fund Appropriations

Functions/Programs	Appropriations	Program Revenues			Appropriations
		Grants and	Charges for	Miscellaneous	funded from
		Contributions	Services	Revenue *	non-program
					Revenues
					Total
General Fund activities:					
Legislative and Executive **	1,544,473	-	75,300	-	(1,469,173)
Human Resources	698,551	-	-	-	(698,551)
Finance ***	1,080,829	-	-	-	(1,080,829)
Information Technology	1,586,444	-	-	-	(1,586,444)
Development Services	1,191,727	-	184,300	175,100	(832,327)
Public Works	1,404,437	96,210	118,080	-	(1,190,147)
Police Department	10,143,189	30,000	479,494	288,900	(9,344,795)
Fire Department	7,317,541	-	578,000	900	(6,738,641)
Recreation and Parks	7,088,081	-	1,695,908	-	(5,392,173)
Transfers	2,043,172	-	-	-	(2,043,172)
Misc. Non-Departmental	17,932	-	-	-	(17,932)
Reserve for Contingencies	444,322	-	-	-	(444,322)
<b>Total General Fund activities</b>	<b>\$ 34,560,698</b>	<b>\$ 126,210</b>	<b>\$ 3,131,082</b>	<b>\$ 464,900</b>	<b>\$ (30,838,506)</b>

## General Fund revenues not attributable to specific programs:

Taxes:	
Property taxes	15,699,499
Utility service taxes	4,841,165
Franchise fees	2,841,460
Occupational & county licenses	27,000
State shared revenues	4,253,114
Investment income	41,900
Miscellaneous revenues	53,400
Subtotal, general fund revenues before transfers	27,757,538
Transfers from other funds	2,673,528
Fund balance appropriated	407,440
<b>Total General Fund revenues not attributable to specific programs</b>	<b>\$ 30,838,506</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

	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2020-21 Amended	FY 2021-22 Adopted
<b><u>CHARGES FOR SERVICES</u></b>					
Culture/Recreation	1,579,735	502,454	1,518,700	1,518,700	1,543,100
General Government	285,234	236,106	298,350	298,350	252,500
Other Charges for Services	149,919	124,284	128,328	128,328	124,180
Physical Environment	1,900	852	2,000	2,000	1,200
Public Safety	1,353,398	1,201,893	1,103,049	1,076,183	1,057,294
Rents & Leases	180,370	176,682	152,736	152,736	152,808
<b>Total Charges for Services</b>	<b>3,550,556</b>	<b>2,242,271</b>	<b>3,203,163</b>	<b>3,176,297</b>	<b>3,131,082</b>
<b><u>FRANCHISE FEES</u></b>					
Franchise Fees	2,796,424	2,743,493	2,770,350	2,770,350	2,841,460
<b>Total Franchise Fees</b>	<b>2,796,424</b>	<b>2,743,493</b>	<b>2,770,350</b>	<b>2,770,350</b>	<b>2,841,460</b>
<b><u>FINES AND FORFEITURES</u></b>					
Judgements and Fines	130,411	46,235	85,000	85,000	76,900
Violations of Local Ord.	23,125	33,375	21,000	21,000	22,700
<b>Total Fines and Forfeitures</b>	<b>153,536</b>	<b>79,610</b>	<b>106,000</b>	<b>106,000</b>	<b>99,600</b>
<b><u>INTERGOVERNMENTAL REVENUE</u></b>					
Federal Grants	657,415	258,004	31,300	972,558	30,000
Grants from Other Local	-	17,535	-	35,525	-
Intergovernmental Revenues	32,268	22,748	27,000	27,000	27,000
State Grants	120,388	88,069	96,210	96,210	96,210
State Shared Revenues	4,057,904	3,902,665	3,336,156	3,336,156	4,253,114
<b>Total Intergovernmental</b>	<b>4,867,975</b>	<b>4,289,021</b>	<b>3,490,666</b>	<b>4,467,449</b>	<b>4,406,324</b>
<b><u>LICENSES &amp; PERMITS</u></b>					
Business Tax Receipts	150,210	132,506	126,457	154,849	140,500
Other Lic, Fees & Permits	10,712	7,214	7,500	7,500	6,000
Other Fines &/or Forfeits	1,967	2,648	2,000	2,000	2,800
Miscellaneous Revenues	877	8,085	500	500	3,100
<b>Total Licenses &amp; Permits</b>	<b>163,766</b>	<b>150,453</b>	<b>136,457</b>	<b>164,849</b>	<b>152,400</b>
<b><u>MISCELLANEOUS REVENUES</u></b>					
Cont & Donation/Private	500	-	-	-	-
Disposition of Fixed Assets	5,492	31,054	1,001	1,001	2,100
Interest Earnings	284,516	182,760	51,600	51,600	41,900
Other Miscellaneous Revenues	382,611	283,460	272,500	272,500	264,200
<b>Total Misc Revenues</b>	<b>673,119</b>	<b>497,274</b>	<b>325,101</b>	<b>325,101</b>	<b>308,200</b>
<b><u>OTHER SOURCES</u></b>					
Interfund Transfers	2,873,898	2,912,425	2,808,636	2,812,420	2,673,528
Appropriated Fund Balance	-	-	344,240	1,223,719	407,440
<b>Total Other Sources</b>	<b>2,873,898</b>	<b>2,912,425</b>	<b>3,152,876</b>	<b>4,036,139</b>	<b>3,080,968</b>
<b><u>TAXES</u></b>					
Ad Valorem Taxes	13,301,970	14,385,528	15,093,481	15,093,481	15,699,499
Communications Svr Tax	1,048,967	1,042,244	977,720	977,720	960,165
Utility Service Taxes	3,759,834	3,888,440	3,686,111	3,686,111	3,881,000
<b>Total Taxes</b>	<b>18,110,771</b>	<b>19,316,212</b>	<b>19,757,312</b>	<b>19,757,312</b>	<b>20,540,664</b>
<b>Total Revenues by Grouping</b>	<b>\$ 33,190,045</b>	<b>\$ 32,230,759</b>	<b>\$ 32,941,925</b>	<b>\$ 34,803,497</b>	<b>\$ 34,560,698</b>

# General Fund Actual and Budget Comparison

## By Expenditure Group

	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2020-21 Amended	FY 2021-22 Adopted
<b><u>SALARIES</u></b>					
Executive Salaries	1,330,026	1,376,476	1,402,819	1,402,819	1,408,090
Regular Salaries & Wages	11,830,848	12,213,134	13,266,954	13,255,954	13,538,106
Other Salaries & Wages	675,525	370,515	820,006	831,006	888,758
Overtime	716,438	795,414	773,599	864,222	772,165
Special Pay	91,651	94,070	93,233	93,233	92,170
FICA/Medicare Taxes	1,043,506	1,068,587	1,137,879	1,137,879	1,161,626
<b>Total Salaries</b>	<b>15,687,994</b>	<b>15,918,196</b>	<b>17,494,490</b>	<b>17,585,113</b>	<b>17,860,915</b>
<b><u>BENEFITS</u></b>					
Retirement Contributions	1,116,811	1,191,598	1,401,751	1,401,751	1,353,919
Health Insurance	3,183,268	3,254,643	3,738,039	3,738,039	4,017,815
Workers' Compensation	356,880	215,678	262,688	265,254	299,566
Unemployment	802	14,779	-	-	-
<b>Total Benefits</b>	<b>4,657,761</b>	<b>4,676,698</b>	<b>5,402,478</b>	<b>5,405,044</b>	<b>5,671,300</b>
<b><u>OPERATING</u></b>					
Professional Services	525,336	593,919	548,200	908,594	590,476
Accounting & Auditing	52,826	49,350	57,000	64,650	57,000
Other Contractual Services	1,213,908	745,793	1,030,858	967,129	1,115,057
Travel & Per-Diem	52,486	21,733	80,296	76,460	93,189
Communications & Freight	176,613	182,809	233,279	233,394	197,282
Freight & Postage Service	12,765	11,120	12,925	12,955	13,090
Utility Services	647,394	629,149	665,409	665,409	673,410
Rentals & Leases	890,916	1,198,743	847,032	850,932	1,288,898
Insurance	377,427	296,948	343,654	344,841	374,844
Repair and Maintenance	1,675,833	1,669,407	1,723,723	1,874,019	1,835,528
Printing and Binding	24,359	16,500	28,467	28,617	38,958
Promotional Activities	17,505	22,352	43,750	39,438	45,050
Other Current Charges	79,740	81,206	85,444	78,479	121,014
Office Supplies	39,221	32,983	45,669	46,034	44,639
Operating Supplies	1,188,626	978,561	1,309,020	1,350,873	1,374,935
Road Materials & Supplies	21,412	15,590	20,000	20,000	67,000
Books, Publications, Subs	131,485	121,377	207,813	206,609	235,187
Educational Reimbursement	10,864	6,536	25,000	25,000	24,000
<b>Total Operating</b>	<b>7,138,716</b>	<b>6,674,076</b>	<b>7,307,539</b>	<b>7,793,433</b>	<b>8,189,557</b>
<b><u>CAPITAL</u></b>					
Buildings	-	-	10,000	10,000	105,000
Improvements Other than Bldgs	15,850	-	314,900	249,347	148,000
Capital Assets	6,632	140,227	76,000	122,834	80,500
<b>Total Capital</b>	<b>22,482</b>	<b>140,227</b>	<b>400,900</b>	<b>382,181</b>	<b>333,500</b>
<b><u>NON-DEPARTMENTAL</u></b>					
Promotional Activity - Employee Recognition	7,944	5,538	7,945	10,351	10,000
Bad Debt	570,550	241,219	-	-	-
Other Operating Supplies	-	139,140	-	441,000	-
Interfund Loan Interest	13,219	11,456	9,694	9,694	7,932
<b>Total Non-Departmental</b>	<b>591,713</b>	<b>397,353</b>	<b>17,639</b>	<b>461,045</b>	<b>17,932</b>
<b>TRANSFERS</b>	<b>3,031,200</b>	<b>3,096,290</b>	<b>2,113,530</b>	<b>2,648,430</b>	<b>2,043,172</b>
<b>RESERVE FOR CONTINGENCIES</b>	<b>-</b>	<b>-</b>	<b>205,349</b>	<b>528,251</b>	<b>444,322</b>
<b>Total Expenditures by Grouping</b>	<b>\$ 31,129,866</b>	<b>\$ 30,902,840</b>	<b>\$ 32,941,925</b>	<b>\$ 34,803,497</b>	<b>\$ 34,560,698</b>

# General Fund Revenues by Category

	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2020-21 Amended	FY 2021-22 Adopted
<b><u>TAXES</u></b>					
<b><u>PROPERTY TAXES</u></b>					
Current	13,296,684	14,384,600	15,068,481	15,068,481	15,674,499
Delinquent	5,286	928	25,000	25,000	25,000
<b>Total: Property Taxes</b>	<b>13,301,970</b>	<b>14,385,528</b>	<b>15,093,481</b>	<b>15,093,481</b>	<b>15,699,499</b>
<b><u>UTILITY SERVICE TAXES</u></b>					
Electric	3,057,986	3,165,390	2,986,111	2,986,111	3,167,200
Water	645,016	671,251	645,000	645,000	659,800
Propane	56,832	51,799	55,000	55,000	54,000
Communications Services	1,048,967	1,042,244	977,720	977,720	960,165
<b>Total: Utility Service Taxes</b>	<b>4,808,801</b>	<b>4,930,684</b>	<b>4,663,831</b>	<b>4,663,831</b>	<b>4,841,165</b>
<b><u>FRANCHISE FEES</u></b>					
Electric	2,472,582	2,419,372	2,400,000	2,400,000	2,463,200
Solid Waste - Residential	139,373	130,916	128,000	128,000	130,100
Solid Waste - Commercial	173,030	180,003	230,350	230,350	236,160
Propane	11,439	13,202	12,000	12,000	12,000
<b>Total: Franchise Fees</b>	<b>2,796,424</b>	<b>2,743,493</b>	<b>2,770,350</b>	<b>2,770,350</b>	<b>2,841,460</b>
<b>TOTAL: TAXES</b>	<b>20,907,195</b>	<b>22,059,705</b>	<b>22,527,662</b>	<b>22,527,662</b>	<b>23,382,124</b>
<b><u>LICENSES AND PERMITS</u></b>					
City Business Tax Receipts	144,627	128,019	122,957	151,349	137,300
Business Tax Receipts - Late Fees	1,967	2,648	2,000	2,000	2,800
County Business Tax Receipts	5,583	4,487	3,500	3,500	3,200
Radon Inspections	2,617	1,939	2,500	2,500	1,900
Right of Way Permits	277	7,620	500	500	2,600
Irrigation Permits	5,400	3,975	5,000	5,000	4,600
Other Licenses and Permits	3,175	1,765	-	-	-
<b>TOTAL: LICENSES AND PERMITS</b>	<b>163,646</b>	<b>150,453</b>	<b>136,457</b>	<b>164,849</b>	<b>152,400</b>
<b><u>INTERGOVERNMENTAL</u></b>					
<b><u>FEDERAL GRANTS</u></b>					
FEMA - Federal	621,634	227,189	-	-	-
CARES Act	-	-	-	941,258	-
DEA Overtime	31,904	19,219	30,000	30,000	30,000
Homeland Security Task Force	3,784	-	-	-	-
CCIB Overtime	93	-	1,300	1,300	-
HHS - CARES Grant	-	11,596	-	-	-
<b>Total: Federal Grants</b>	<b>657,415</b>	<b>258,004</b>	<b>31,300</b>	<b>972,558</b>	<b>30,000</b>
<b><u>STATE AND COUNTY GRANTS</u></b>					
EMS	-	-	-	35,525	-
JAG Grant	-	17,535	-	-	-
FDOT - Lighting Reimbursement	81,355	95,014	96,210	96,210	96,210
FEMA - State	39,033	(6,945)	-	-	-
<b>Total: State and County Grants</b>	<b>120,388</b>	<b>105,604</b>	<b>96,210</b>	<b>131,735</b>	<b>96,210</b>
<b><u>STATE AND COUNTY SHARED REVENUE</u></b>					
State Revenue Share	1,332,462	1,238,405	1,018,468	1,018,468	1,451,187
State Mobile Home Licenses	8,333	10,526	8,000	8,000	10,200
State Alcoholic Beverage Licenses	23,116	19,405	10,000	10,000	15,000
State Half-Cent Sales Tax	2,650,652	2,599,680	2,269,688	2,269,688	2,748,127
State Firefighters Supplemental Comp.	16,587	16,303	15,000	15,000	15,000
State Motor Fuel Tax Rebate	26,754	18,346	15,000	15,000	13,600
County Occupational Licenses	32,268	22,748	27,000	27,000	27,000
<b>Total: State and County Shared Revenue</b>	<b>4,090,172</b>	<b>3,925,413</b>	<b>3,363,156</b>	<b>3,363,156</b>	<b>4,280,114</b>
<b>TOTAL: INTERGOVERNMENTAL</b>	<b>4,867,975</b>	<b>4,289,021</b>	<b>3,490,666</b>	<b>4,467,449</b>	<b>4,406,324</b>

# General Fund Revenues by Category

	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2020-21 Amended	FY 2021-22 Adopted
<b><u>CHARGES FOR SERVICES</u></b>					
<b><u>DEVELOPMENT SERVICES FEES</u></b>					
Plats and Addressing Fees	1,250	1,335	1,250	1,250	1,100
Development Application Fees	165,710	117,101	178,800	178,800	132,700
Comprehensive Plan Amendments	44,592	39,627	43,000	43,000	43,400
Subdivision Quality Control Inspection	24,276	-	-	-	-
Handling Fees (County Impact Fee Collections)	8,034	6,631	10,000	10,000	5,900
Fire Inspection and Plan Reviews	65,492	52,160	55,900	55,900	53,000
<b>Total: Development Services Fees</b>	<b>309,354</b>	<b>216,854</b>	<b>288,950</b>	<b>288,950</b>	<b>236,100</b>
<b><u>OTHER CHARGES FOR SERVICES</u></b>					
Certification and Copies	8,948	8,743	7,300	7,300	8,800
Lien Searches	64,725	69,300	68,000	68,000	66,500
Police Reports/RAD/Other	500	-	-	-	-
Fingerprinting	2,481	1,796	2,000	2,000	1,600
School Resource Officers	449,100	416,458	520,149	493,283	477,694
Emergency Medical Transport Fees	835,825	731,479	525,000	525,000	525,000
Lot Mowing	1,900	852	2,000	2,000	1,200
Solid Waste Administrative Handling Fee	117,309	117,473	118,128	118,128	118,080
Miscellaneous Charges for Services	429	180	200	200	200
<b>Total: Other Charges for Services</b>	<b>1,481,217</b>	<b>1,346,281</b>	<b>1,242,777</b>	<b>1,215,911</b>	<b>1,199,074</b>
<b><u>RECREATION ACTIVITY FEES:</u></b>					
Program, Athletic and Facility Fees					
- Riverside Activity Fees	326,166	38,810	326,000	326,000	326,000
- City Sponsored Athletics	342,560	87,282	342,000	342,000	342,000
- Oviedo Blvd Aquatic Facility	360,920	75,494	360,000	360,000	360,000
- Recreation Programs	23,163	15,129	23,000	23,000	23,000
- Special Events	74,236	57,199	74,000	74,000	74,000
- Oviedo on the Park	253,791	134,317	253,000	253,000	253,000
- Membership Fee	-	18,853	-	-	16,500
- Concessions	190,746	68,856	140,700	140,700	140,700
Rentals and Leases	180,370	176,682	152,736	152,736	152,808
Pass-through Registration Fees	8,153	6,514	-	-	7,900
<b>Total: Recreation Activity Fees</b>	<b>1,760,105</b>	<b>679,136</b>	<b>1,671,436</b>	<b>1,671,436</b>	<b>1,695,908</b>
<b>TOTAL: CHARGES FOR SERVICES</b>	<b>3,550,676</b>	<b>2,242,271</b>	<b>3,203,163</b>	<b>3,176,297</b>	<b>3,131,082</b>
<b><u>FINES AND FORFEITURES</u></b>					
Judgments and Fines	130,411	46,235	85,000	85,000	76,900
Violations of Local Ordinances	975	450	1,000	1,000	1,000
Code Enforcement	22,150	32,925	20,000	20,000	21,700
<b>TOTAL: FINES AND FORFEITURES</b>	<b>153,536</b>	<b>79,610</b>	<b>106,000</b>	<b>106,000</b>	<b>99,600</b>
<b><u>MISCELLANEOUS</u></b>					
Interest and Dividends	284,516	182,760	51,600	51,600	41,900
Insurance Proceeds	55,085	67,048	25,000	25,000	20,000
Gain/Loss on Sale of Assets	5,492	31,054	1,001	1,001	2,100
Police Off-Duty Services	251,363	172,790	212,000	212,000	212,000
Fire Off-Duty Services	546	593	500	500	900
Other Miscellaneous	76,117	43,029	35,000	35,000	31,300
<b>TOTAL: MISCELLANEOUS</b>	<b>673,119</b>	<b>497,274</b>	<b>325,101</b>	<b>325,101</b>	<b>308,200</b>
<b>TOTAL CURRENT INCOME</b>	<b>30,316,147</b>	<b>29,318,334</b>	<b>29,789,049</b>	<b>30,767,358</b>	<b>31,479,730</b>
ELIMINATION OF FLEET INTERNAL SERVICE (	-	-	-	-	-
<b>TOTAL NON-AD VALOREM REVENUE</b>	<b>17,014,177</b>	<b>14,932,806</b>	<b>14,695,568</b>	<b>15,673,877</b>	<b>15,780,231</b>

# General Fund Revenues by Category

	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2020-21 Amended	FY 2021-22 Adopted
<b><u>NON-OPERATING REVENUES</u></b>					
<b><u>INTERFUND TRANSFERS (TRANSFERS FROM):</u></b>					
CRA Fund (015)	263,288	258,368	253,448	253,448	248,528
DEA Fund (106)	50,000	53,366	50,000	53,784	-
Fire Impact Fee Fund (108)	30,000	75,000	30,000	30,000	-
Building Services Fund (120)	155,610	150,691	100,188	100,188	50,000
Water and Sewer Utility Fund (401)	2,150,000	2,150,000	2,150,000	2,150,000	2,150,000
Stormwater Fund (410)	225,000	225,000	225,000	225,000	225,000
<b>TOTAL: INTERFUND TRANSFERS</b>	<b>2,873,898</b>	<b>2,912,425</b>	<b>2,808,636</b>	<b>2,812,420</b>	<b>2,673,528</b>
<b><u>APPROPRIATED FUND BALANCE</u></b>	<b>-</b>	<b>-</b>	<b>344,240</b>	<b>1,223,719</b>	<b>407,440</b>
<b>TOTAL: NON-OPERATING REVENUES</b>	<b>2,873,898</b>	<b>2,912,425</b>	<b>3,152,876</b>	<b>4,036,139</b>	<b>3,080,968</b>
<b>TOTAL REVENUES</b>	<b>\$ 33,190,045</b>	<b>\$ 32,230,759</b>	<b>\$ 32,941,925</b>	<b>\$ 34,803,497</b>	<b>\$ 34,560,698</b>

# General Fund Expenditures by Department

	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2020-21 Amended	FY 2021-22 Adopted
<b><u>LEGISLATIVE AND EXECUTIVE</u></b>					
City Council	285,771	263,875	292,991	304,433	284,695
City Attorney	175,008	213,425	268,440	268,440	268,440
City Administration	240,349	259,692	273,693	291,849	280,818
Public Information	295,146	290,585	390,428	390,434	400,204
City Clerk	263,962	284,791	281,834	282,951	310,316
<b>TOTAL: LEGISLATIVE &amp; EXECUTIVE</b>	<b>1,260,236</b>	<b>1,312,368</b>	<b>1,507,386</b>	<b>1,538,107</b>	<b>1,544,473</b>
<b><u>HUMAN RESOURCES</u></b>					
	<b>567,427</b>	<b>596,560</b>	655,651	663,794	698,551
<b><u>FINANCE</u></b>					
Accounting and Fiscal Services	655,076	724,679	901,073	950,593	960,750
Purchasing	96,006	96,777	105,515	105,521	120,079
<b>TOTAL: FINANCE DEPARTMENT</b>	<b>751,082</b>	<b>821,456</b>	<b>1,006,588</b>	<b>1,056,114</b>	<b>1,080,829</b>
<b><u>INFORMATION TECHNOLOGY</u></b>					
	<b>1,247,025</b>	<b>1,327,616</b>	1,471,885	1,491,904	1,586,444
<b><u>DEVELOPMENT SERVICES</u></b>					
Economic Development	30,000	-	-	-	-
Development Services Administration	191,990	209,425	263,558	260,321	258,889
Planning	346,992	388,899	354,505	556,284	373,841
Development Review	251,266	259,691	271,913	290,167	297,415
Code Enforcement	295,115	242,948	248,035	248,068	261,582
<b>TOTAL: DEVELOPMENT SERVICES</b>	<b>1,115,363</b>	<b>1,100,963</b>	<b>1,138,011</b>	<b>1,354,840</b>	<b>1,191,727</b>
<b><u>PUBLIC WORKS</u></b>					
Public Works Administration	149,602	188,490	192,267	192,322	201,081
Grounds and Right of Way Maintenance	254,355	248,611	230,421	234,983	263,308
Sidewalks and Streets Maintenance	786,708	696,384	824,516	825,126	940,048
Hurricane Recovery	381,673	3,840	-	50,000	-
<b>TOTAL: PUBLIC WORKS</b>	<b>1,572,338</b>	<b>1,137,325</b>	<b>1,247,204</b>	<b>1,302,431</b>	<b>1,404,437</b>
<b><u>POLICE DEPARTMENT</u></b>					
Police Administration and Accreditation	900,814	913,672	974,988	971,463	997,412
Community Policing & Patrol	4,532,186	4,551,034	4,977,478	5,027,748	5,214,858
Police Records	432,796	460,266	494,000	495,602	537,588
Community Involvement	1,272,803	1,350,434	1,427,374	1,427,578	1,540,220
Criminal Investigations	696,759	707,045	742,133	742,232	872,062
Community Response Team	851,955	847,474	900,535	901,867	641,898
Police Education and Training	201,560	204,239	215,587	215,620	339,151
<b>TOTAL: POLICE DEPARTMENT</b>	<b>8,888,873</b>	<b>9,034,164</b>	<b>9,732,095</b>	<b>9,782,110</b>	<b>10,143,189</b>
<b><u>FIRE DEPARTMENT</u></b>					
Fire Admin and Emergency Management	325,147	285,780	359,010	359,079	317,001
Fire Suppression and Rescue	5,588,675	6,182,346	6,289,877	6,421,793	6,046,984
Fire Prevention	222,258	225,326	275,730	275,792	288,644
Fire Education & Training	162,289	165,661	188,489	188,547	192,962
EMS	-	-	-	-	471,950
<b>TOTAL: FIRE DEPARTMENT</b>	<b>6,298,369</b>	<b>6,859,113</b>	<b>7,113,106</b>	<b>7,245,211</b>	<b>7,317,541</b>

# General Fund Expenditures by Department

	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2020-21 Amended	FY 2021-22 Adopted
<b><u>RECREATION AND PARKS</u></b>					
Recreation & Parks Administration	628,856	669,815	973,039	973,265	983,850
Riverside Recreation Center	526,801	359,266	594,703	559,786	500,443
City-Sponsored Athletics	679,650	464,003	642,197	597,776	703,410
Athletic Fields and Park Maintenance	1,242,778	1,278,819	1,657,516	1,714,293	1,820,600
Concessions	76	-	-	-	-
Oviedo Blvd Aquatics	579,244	412,989	619,109	626,037	774,345
Facility Maintenance and Custodial Services	847,864	828,245	1,066,893	1,163,572	1,134,879
Oviedo on the Park	1,300,971	1,206,495	1,180,024	1,096,531	1,170,554
<b>TOTAL: RECREATION AND PARKS</b>	<b>5,806,240</b>	<b>5,219,632</b>	<b>6,733,481</b>	<b>6,731,260</b>	<b>7,088,081</b>
<b>TOTAL: DEPARTMENTAL</b>	<b>27,506,953</b>	<b>27,409,197</b>	<b>30,605,407</b>	<b>31,165,771</b>	<b>32,055,272</b>
<b><u>NON-DEPARTMENTAL EXPENDITURES</u></b>					
Promotional Activity - Employee Recognition	7,944	5,538	7,945	10,351	10,000
Other Operating Supplies	-	139,140	-	441,000	-
Interfund Loan Interest	13,219	11,456	9,694	9,694	7,932
Bad Debt Expenses	570,550	241,219	-	-	-
<b>SUB-TOTAL: NON DEPARTMENTAL</b>	<b>591,713</b>	<b>397,353</b>	<b>17,639</b>	<b>461,045</b>	<b>17,932</b>
<b><u>INTERFUND TRANSFERS TO DEBT</u></b>					
2012A PIRRN	721,208	720,268	721,076	721,076	720,622
2012B PIRRN	258,584	-	-	-	-
2012A CIRRN	190,837	190,738	190,588	190,588	-
2012B CIRRN	280,680	275,427	274,759	274,759	360,415
2012C CIRRN	60,669	60,518	61,336	61,336	61,123
2012D CIRRN	64,409	64,319	64,202	64,202	106,762
2013 PIRN	395,193	369,540	362,220	362,220	354,900
Other Debt Service	-	-	500	500	500
<b>TOTAL: INTERFUND TRANSFERS FOR DEBT SERVICE</b>	<b>1,971,580</b>	<b>1,680,810</b>	<b>1,674,681</b>	<b>1,674,681</b>	<b>1,604,322</b>
<b><u>INTERFUND TRANSFERS TO</u></b>					
Lease Financing Fund (205)	183,774	201,883	66,093	66,093	66,093
Vehicle Replacement Fund (302)	-	-	-	14,900	-
Technology Improvement Fund (320)	125,000	138,500	112,500	112,500	112,500
General Facility Improvement Fund (330)	105,151	571,328	105,151	105,151	105,152
Recreation Facility Improvement Fund (340)	100,000	-	-	520,000	-
Medical Insurance Fund (510)	284,850	348,664	-	-	-
Solid Waste Fund	100,000	-	-	-	-
Insurance Deductible Fund (512)	160,845	155,105	155,105	155,105	155,105
<b>TOTAL: INTERFUND TRANSFERS</b>	<b>1,059,620</b>	<b>1,415,480</b>	<b>438,849</b>	<b>973,749</b>	<b>438,850</b>
<b>TOTAL: INTERFUND TRANSFERS</b>	<b>3,031,200</b>	<b>3,096,290</b>	<b>2,113,530</b>	<b>2,648,430</b>	<b>2,043,172</b>
<b><u>RESERVE FOR CONTINGENCIES</u></b>					
Reserve for Contingencies	-	-	80,349	403,251	319,322
Pay for Performance	-	-	125,000	125,000	125,000
<b>TOTAL: CONTINGENCIES</b>	<b>-</b>	<b>-</b>	<b>205,349</b>	<b>528,251</b>	<b>444,322</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 31,129,866</b>	<b>\$ 30,902,840</b>	<b>\$ 32,941,925</b>	<b>\$ 34,803,497</b>	<b>\$ 34,560,698</b>

# City Council

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## **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**

1. Enhance partnerships with the University of Central Florida and Seminole State College of Florida.
2. Focus on targeted industries as identified in the Economic Development Plan and pursue primary (job producing) industries.
3. Continue on-going business retention efforts.
4. Develop City plan to merge character of the historic downtown with the new town center.

## **Accomplishments**

- See accomplishments for all City departments beginning on page 30.

## **Budget Highlights**

The FY 2021-22 Adopted Budget of \$284,695, is decrease of \$8,296, or -2.83%, over the FY 2020-21 Adopted Budget of \$292,991. Significant changes to the FY 2021-22 Adopted Budget include the following:

- Wage increase for General Government employees;
- 8.7% Health Insurance premium rate increase;
- 10% increase in Workers Compensation and General Liability Insurance premiums,
- Reduction in Health Insurance costs as a result of changes to elected coverage.

# City Council

EXPENDITURE GROUPING	FY 2018-19 Actuals	FY 2019-20 Actuals	FY 2020-21 Adopted	FY 2020-21 Amended	FY 2021-22 Adopted
<b><u>SALARIES</u></b>					
Executive Salaries	66,696	69,302	70,238	70,238	72,486
Special Pay	-	-	-	-	286
FICA/Medicare Taxes	1,756	1,241	1,042	1,042	1,092
<b>Total Salaries</b>	<b>68,452</b>	<b>70,543</b>	<b>71,280</b>	<b>71,280</b>	<b>73,864</b>
<b><u>BENEFITS</u></b>					
Retirement Contributions	2,865	3,447	3,512	3,512	3,625
Health Insurance	44,103	35,347	33,072	33,072	15,824
Workers' Compensation	93	35	61	62	77
<b>Total Benefits</b>	<b>47,061</b>	<b>38,829</b>	<b>36,645</b>	<b>36,646</b>	<b>19,526</b>
<b><u>OPERATING EXPENDITURES</u></b>					
Professional Services	111,124	106,227	118,300	128,300	118,300
Other Contractual Services	4,650	4,640	5,000	5,000	5,200
Travel & Per-Diem	5,663	4,336	11,387	11,387	14,444
Communications & Freight	2,660	3,362	3,924	3,894	3,083
Freight & Postage Service	10	31	25	55	25
Utility Services	9,857	9,380	10,145	10,145	9,972
Rentals & Leases	1,590	1,590	1,591	1,591	1,591
Insurance	6,434	4,839	5,719	5,740	6,291
Printing and Binding	(105)	281	415	415	415
Promotional Activities	2,733	1,908	5,050	5,050	5,050
Office Supplies	203	252	579	579	560
Operating Supplies	10,403	3,760	5,126	5,126	5,126
Books, Publications, Subs	15,036	13,897	17,805	19,225	21,248
<b>Total Operating Expenditures</b>	<b>170,258</b>	<b>154,503</b>	<b>185,066</b>	<b>196,507</b>	<b>191,305</b>
<b>Total Expenditures by Grouping</b>	<b>\$ 285,771</b>	<b>\$ 263,875</b>	<b>\$ 292,991</b>	<b>\$ 304,433</b>	<b>\$ 284,695</b>

## **5 Year Budget Projection**

EXPENDITURE GROUPING	2022-23 Projection	2023-24 Projection	2024-25 Projection	2025-26 Projection	2026-27 Projection
Salaries	76,228	78,667	81,184	83,782	86,463
Benefits	21,088	22,775	24,597	26,565	28,876
Operating Expenditures	201,185	211,590	222,550	234,096	246,262
Capital	-	-	-	-	-
<b>Total Projection</b>	<b>\$ 298,501</b>	<b>\$ 313,032</b>	<b>\$ 328,332</b>	<b>\$ 344,443</b>	<b>\$ 361,601</b>

# City Administration

**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.

**Personnel Summary**

	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	Change
City Manager	1.00	1.00	1.00	1.00	1.00	0.00
<b>Total</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>0.00</b>

**Goals**

1. Continue high levels of customer service, productivity, and efficiency while maintaining fiscal and organizational health.
2. Provide leadership on critical local and regional issues.
3. Continue to pursue mutually beneficial strategies and partnerships with other local governments and regional agencies.

**Accomplishments**

- See accomplishments for all City departments beginning on page 30.

**Budget Highlights**

The FY 2021-22 Adopted Budget of \$280,818, is an increase of \$7,125, or 2.60%, over the FY 2020-21 Adopted Budget of \$273,693. The increase is primarily attributable to the following:

- Wage increase for General Government employees;
- 8.7% Health Insurance premium rate increase;
- 10% increase in Workers Compensation and General Liability Insurance premiums.

# City Administration

EXPENDITURE GROUPING	FY 2018-19 Actuals	FY 2019-20 Actuals	FY 2020-21 Adopted	FY 2020-21 Amended	FY 2021-22 Adopted
<b>SALARIES</b>					
Executive Salaries	\$ 180,353	\$ 193,620	\$ 198,555	\$ 198,555	\$ 203,426
Special Pay	-	-	445	445	-
FICA/Medicare Taxes	10,824	11,342	14,286	14,286	14,656
<b>Total Salaries</b>	<b>191,813</b>	<b>204,962</b>	<b>213,286</b>	<b>213,286</b>	<b>218,082</b>
<b>BENEFITS</b>					
Retirement Contributions	9,049	9,681	9,928	9,928	10,171
Health Insurance	22,582	23,441	24,545	24,545	26,858
Workers' Compensation	301	186	227	229	261
<b>Total Benefits</b>	<b>31,932</b>	<b>33,308</b>	<b>34,700</b>	<b>34,702</b>	<b>37,290</b>
<b>OPERATING EXPENDITURES</b>					
Professional Services	-	1,850	-	18,150	-
Other Contractual Services	358	(298)	360	360	360
Travel & Per-Diem	963	8	5,337	5,337	5,919
Communications & Freight	1,111	1,167	1,278	1,278	999
Freight & Postage Service	3	22	20	20	25
Utility Services	4,531	4,311	4,663	4,663	4,614
Rentals & Leases	5,389	6,727	5,177	5,177	5,177
Insurance	1,309	985	1,164	1,168	1,280
Repair and Maintenance	107	184	250	250	300
Other Current Charges	51	110	292	292	292
Office Supplies	285	260	686	686	380
Operating Supplies	626	3,876	1,850	1,850	1,470
Books, Publications, Subs	1,871	2,220	4,630	4,630	4,630
<b>Total Operating Expenditures</b>	<b>16,604</b>	<b>21,422</b>	<b>25,707</b>	<b>43,861</b>	<b>25,446</b>
<b>Total Expenditures by Grouping</b>	<b>\$ 240,349</b>	<b>\$ 259,692</b>	<b>\$ 273,693</b>	<b>\$ 291,849</b>	<b>\$ 280,818</b>

## 5 Year Budget Projection

EXPENDITURE GROUPING	2022-23 Projection	2023-24 Projection	2024-25 Projection	2025-26 Projection	2026-27 Projection
Salaries	225,061	232,263	239,695	247,365	255,281
Benefits	40,273	43,495	46,975	50,733	55,146
Operating Expenditures	26,782	28,192	29,679	31,248	32,904
Capital	-	-	-	-	-
<b>Total Projection</b>	<b>\$ 292,116</b>	<b>\$ 303,949</b>	<b>\$ 316,348</b>	<b>\$ 329,346</b>	<b>\$ 343,331</b>

# Human Resources

## 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;
- participation in the planning of the City recognition and employee events.

## Personnel Summary

	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	Change
Human Resources Director	1.00	1.00	1.00	1.00	1.00	0.00
Assistant HR Director	0.00	0.00	0.00	0.00	1.00	1.00
Benefits Analyst	1.00	1.00	1.00	1.00	1.00	0.00
HR Analyst Recruitment	1.00	1.00	1.00	1.00	1.00	0.00
HR Specialist	1.00	1.00	1.00	1.00	1.00	0.00
Sr. HR Coordinator	1.00	1.00	1.00	1.00	0.00	-1.00
<b>Total</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>	<b>0.00</b>

## Goals

1. Monitor and track City adherence to safety and compliance training for all employees.
2. 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.
3. Maintain competitive wage and benefit structure.
4. Maintain workforce diversity and opportunity.
5. Continue recruitment efforts.
6. Promote employee wellness by offering incentives to employees for completing a Health Risk Assessment and for meeting health benchmarks.

# Human Resources

## Performance Measurements

### Legend

Workload = Level of Productivity

Goal	Department Objective	Strategy/Measure	Performance Indicator	2018-19	2019-20	2020-21	2021-22
				Actual	Actual	Target	Target
2	Research , coordinate and deliver employee training on pertinent topics which provides employees with information that allows them to do their jobs more safely.	# of training hours provided to employees	Workload	3,131	2,982	3,000	3,000
		# new General Liability Claims	Workload	14	21	21	21
		# new Auto Claims	Workload	25	29	29	29
		# new Medical Claims	Workload	46	27	31	20
3	Maintain competitive wage and benefit structure	% of new FTE hires who remain on the job greater than 1 year	Workload	90.25%	76.00%	70.00%	85.00%
		Turnover Rate (FTE)	Workload	14.31%	9.82%	14.00%	10.00%
5	Continued recruitment efforts	# of employment applications received/ processed	Workload	1,552	987	1,500	1,200
		# of new hires processed	Workload	60	43	60	50

## Accomplishments

- See accomplishments for Human Resources on pages 48-50.

## Budget Highlights

The FY 2021-22 Adopted Budget of \$698,551, is an increase of \$42,900, or 6.54%, over the FY 2020-21 Adopted Budget of \$655,651. The increase is primarily attributable to the following:

- Wage increase for General Government employees;
- 8.7% Health Insurance premium rate increase;
- 10% increase in Workers Compensation and General Liability Insurance premiums;
- Increase in Professional Services for Fire and Police Union contracts negotiations;
- Increase in Repair and Maintenance for Automated External Defibrillator (AED) batteries replacement.



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# Human Resources

EXPENDITURE GROUPING	FY 2018-19 Actuals	FY 2019-20 Actuals	FY 2020-21 Adopted	FY 2020-21 Amended	FY 2021-22 Adopted
<b><u>SALARIES</u></b>					
Executive Salaries	\$ 121,296	\$ 130,477	\$ 133,393	\$ 133,393	\$ 136,775
Regular Salaries & Wages	221,963	230,910	235,338	235,338	257,850
Other Salaries & Wages	2,743	9,205	11,000	11,000	11,000
Overtime	3,799	6,903	5,811	5,811	6,185
Special Pay	71	142	-	-	72
FICA/Medicare Taxes	24,935	26,764	27,274	27,274	29,629
<b>Total Salaries</b>	<b>374,807</b>	<b>404,401</b>	<b>412,816</b>	<b>412,816</b>	<b>441,511</b>
<b><u>BENEFITS</u></b>					
Retirement Contributions	17,241	18,316	18,728	18,728	20,041
Health Insurance	77,122	85,578	89,180	89,180	90,925
Workers' Compensation	621	367	460	465	549
<b>Total Benefits</b>	<b>94,984</b>	<b>104,261</b>	<b>108,368</b>	<b>108,373</b>	<b>111,515</b>
<b><u>OPERATING EXPENDITURES</u></b>					
Professional Services	57,839	54,465	71,810	79,940	77,301
Other Contractual Services	80	107	240	240	240
Travel & Per-Diem	3,044	787	4,944	4,944	4,399
Communications & Freight	1,028	1,173	1,517	1,517	1,338
Freight & Postage Service	456	360	540	540	540
Utility Services	9,045	8,607	9,309	9,309	9,127
Rentals & Leases	3,180	3,180	3,181	3,181	3,181
Insurance	2,532	1,905	2,252	2,260	2,477
Repair and Maintenance	-	1,309	2,125	2,125	8,500
Printing and Binding	35	20	150	300	150
Other Current Charges	2,488	4,192	4,350	4,200	5,350
Office Supplies	2,751	3,154	3,292	3,292	3,590
Operating Supplies	508	221	1,932	1,932	1,932
Books, Publications, Subs	3,786	1,882	3,825	3,825	3,400
Educational Costs	10,864	6,536	25,000	25,000	24,000
<b>Total Operating Expenditures</b>	<b>97,636</b>	<b>87,898</b>	<b>134,467</b>	<b>142,605</b>	<b>145,525</b>
<b>Total Expenditures by Grouping</b>	<b>\$ 567,427</b>	<b>\$ 596,560</b>	<b>\$ 655,651</b>	<b>\$ 663,794</b>	<b>\$ 698,551</b>

## 5 Year Budget Projection

EXPENDITURE GROUPING	2022-23 Projection	2023-24 Projection	2024-25 Projection	2025-26 Projection	2026-27 Projection
Salaries	455,639	470,220	485,267	500,795	516,821
Benefits	120,436	130,071	140,477	151,715	164,914
Operating Expenditures	152,925	160,708	168,893	177,502	186,559
Capital	-	-	-	-	-
<b>Total Projection</b>	<b>\$ 729,001</b>	<b>\$ 760,998</b>	<b>\$ 794,636</b>	<b>\$ 830,013</b>	<b>\$ 868,294</b>

# City Clerk

## 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.



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.

## Personnel Summary

	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	Change
City Clerk	1.00	1.00	1.00	1.00	1.00	0.00
Deputy City Clerk	1.00	1.00	1.00	1.00	1.00	0.00
Records Specialist	1.00	1.00	1.00	1.00	0.00	-1.00
Records Coordinator	0.00	0.00	0.00	0.00	1.00	1.00
<b>Total</b>	<b>3.00</b>	<b>3.00</b>	<b>3.00</b>	<b>3.00</b>	<b>3.00</b>	<b>0.00</b>

## Goals

1. Continue review of old agreements and City documents for scanning and uploading into SIRE.
2. Migrate SIRE Agenda and Document Imaging systems to OnBase.

## Performance Measurements

### Legend

Workload = Level of Productivity

Goal	Department Objective	Strategy/Measure	Performance Indicator	2018-19	2019-20	2020-21	2021-22
				Actual	Actual	Target	Target
1-2	Continue review of old agreements and City documents for scanning and uploading into SIRE (now OnBase)	# of old page documents scanned	Workload	18,332	13,252	21,000	21,000
		# of new page documents scanned	Workload	8,350	7,640	9,000	9,000
		% of old documents remaining to be scanned	Workload	64.00%	53.00%	44.00%	46.00%

## Accomplishments

- See accomplishments for City Clerk on pages 45-46.

## Budget Highlights

The FY 2021-22 Adopted Budget of \$310,316, is an increase of \$28,482, or 10.11%, over the FY 2020-21 Adopted Budget of \$281,834. Significant changes to FY 2021-22 Adopted Budget include the following:

- Wage increase for General Government employees;
- Reduction in Salary costs as a result of retirement.
- Reclass of Records Specialist position into Records Coordinator;
- Increase in the Printing and Binding line for the printing of Land Development Code rewrite;
- Increase in Other Current Charges for Election costs;

# City Clerk

EXPENDITURE GROUPING	FY 2018-19 Actuals	FY 2019-20 Actuals	FY 2020-21 Adopted	FY 2020-21 Amended	FY 2021-22 Adopted
<b><u>SALARIES</u></b>					
Executive Salaries	\$ 88,658	\$ 90,659	\$ 94,401	\$ 94,401	\$ 67,200
Regular Salaries & Wages	75,542	80,163	82,211	82,211	87,882
Overtime	3,574	4,438	5,000	5,000	5,000
Special Pay	426	-	-	-	-
FICA/Medicare Taxes	12,685	13,229	13,683	13,683	11,946
<b>Total Salaries</b>	<b>180,885</b>	<b>188,489</b>	<b>195,295</b>	<b>195,295</b>	<b>172,028</b>
<b><u>BENEFITS</u></b>					
Retirement Contributions	8,389	8,763	9,081	9,081	8,205
Health Insurance	37,140	26,170	27,505	27,505	29,715
Workers' Compensation	294	177	221	223	210
<b>Total Benefits</b>	<b>45,823</b>	<b>35,110</b>	<b>36,807</b>	<b>36,809</b>	<b>38,130</b>
<b><u>OPERATING EXPENDITURES</u></b>					
Other Contractual Services	325	333	400	400	400
Travel & Per-Diem	1,334	1,138	3,336	4,156	5,536
Communications & Freight	745	790	1,069	1,069	912
Freight & Postage Service	133	166	150	150	150
Utility Services	5,845	5,562	6,016	6,016	5,951
Rentals & Leases	4,846	5,153	5,944	5,944	5,944
Insurance	1,381	1,039	1,228	1,233	1,351
Printing and Binding	10,072	3,426	10,965	10,965	22,965
Other Current Charges	8,711	28,872	14,610	14,610	49,425
Office Supplies	1,261	1,603	1,379	1,379	1,360
Operating Supplies	1,032	2,568	800	800	1,100
Books, Publications, Subs	1,569	3,407	3,835	4,125	5,064
<b>Total Operating Expenditures</b>	<b>37,254</b>	<b>54,057</b>	<b>49,732</b>	<b>50,847</b>	<b>100,158</b>
<b><u>CAPITAL</u></b>					
Capital Assets	-	7,135	-	-	-
<b>Total Capital</b>	<b>-</b>	<b>7,135</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Expenditures by Grouping</b>	<b>\$ 263,962</b>	<b>\$ 284,791</b>	<b>\$ 281,834</b>	<b>\$ 282,951</b>	<b>\$ 310,316</b>

## 5 Year Budget Projection

EXPENDITURE GROUPING	2022-23 Projection	2023-24 Projection	2024-25 Projection	2025-26 Projection	2026-27 Projection
Salaries	177,533	183,214	189,077	195,127	201,371
Benefits	41,180	44,475	48,033	51,875	56,389
Operating Expenditures	105,233	110,569	116,180	122,079	128,281
Capital	-	-	-	-	-
<b>Total Projection</b>	<b>\$ 323,947</b>	<b>\$ 338,258</b>	<b>\$ 353,289</b>	<b>\$ 369,081</b>	<b>\$ 386,041</b>

# Public Information

## 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.

## Personnel Summary

	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	Change
Assistant City Manager	1.00	1.00	1.00	1.00	1.00	0.00
Communications Manager/PIO	1.00	1.00	1.00	1.00	1.00	0.00
Communications Specialist	1.00	1.00	1.00	1.00	1.00	0.00
Staff Assistant-PT *	1.00	1.00	1.00	1.00	0.00	-1.00
Staff Assistant	0.00	0.00	0.00	0.00	1.00	1.00
<b>Total</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>	<b>0.00</b>

\* Two (2) Staff Assistants worked 1,040 hours each per year, for a total of one (1) FTE.

## Goals

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

## Performance Measurements

				Legend			
				Workload = Level of Productivity			
Goal	Department Objective	Strategy/Measure	Performance Indicator	2018-19	2019-20	2020-21	2021-22
				Actual	Actual	Target	Target
1	Continue to implement comprehensive citizen engagement practices.	# of in-house requests for media assistance	Workload	871	875	800	1,200
		# of press releases produced/ press contacted	Workload	1	3	8	5
		# of publications/ literature produced	Workload	27	34	30	35
		# of e-blast notifications	Workload	76	72	100	80
		# of social media posts (Twitter, Facebook)	Workload	2,553	1,978	2,700	2,850
		Facebook Followers	Workload	11,798	12,955	13,500	13,500
		Twitter Followers	Workload	2,610	3,125	2,500	3,200

## Accomplishments

- See accomplishments for Public Information on page 50.

## Budget Highlights

The FY 2021-22 Adopted Budget of \$400,204, is an increase of \$9,776, or 2.50%, over the FY 2020-21 Adopted Budget of \$390,428. The increase is primarily attributable to the following:

- Wage increase for General Government employees;
- 8.7% Health Insurance premium rate increase;
- 10% increase in Workers Compensation and General Liability Insurance premiums;
- Increase in Other Contractual Services for document remediation and new service for social media optimization.

# Public Information

EXPENDITURE GROUPING	FY 2018-19 Actuals	FY 2019-20 Actuals	FY 2020-21 Adopted	FY 2020-21 Amended	FY 2021-22 Adopted
<b><u>SALARIES</u></b>					
Executive Salaries	\$ 127,125	\$ 132,515	\$ 135,061	\$ 135,061	\$ 139,383
Regular Salaries & Wages	52,479	53,270	113,208	113,208	137,802
Other Salaries & Wages	28,319	28,079	29,435	29,435	-
Overtime	225	6	-	-	-
Special Pay	-	-	-	-	72
FICA/Medicare Taxes	15,034	15,333	20,039	20,039	20,010
<b>Total Salaries</b>	<b>223,182</b>	<b>229,203</b>	<b>297,743</b>	<b>297,743</b>	<b>297,267</b>
<b><u>BENEFITS</u></b>					
Retirement Contributions	8,967	9,253	12,413	12,413	13,859
Health Insurance	34,643	33,659	51,048	51,048	55,873
Workers' Compensation	372	295	348	351	389
<b>Total Benefits</b>	<b>43,982</b>	<b>43,207</b>	<b>63,809</b>	<b>63,812</b>	<b>70,121</b>
<b><u>OPERATING EXPENDITURES</u></b>					
Professional Services	2,595	-	-	-	-
Other Contractual Services	7,788	7,471	10,725	10,725	16,455
Travel & Per-Diem	39	1,111	1,100	1,100	1,300
Communications & Freight	1,300	1,258	1,603	1,603	1,380
Freight & Postage Service	26	4	50	50	50
Utility Services	1,748	1,663	1,799	1,799	1,828
Rentals & Leases	1,060	1,060	1,061	1,061	1,061
Insurance	907	683	807	810	887
Repair and Maintenance	232	-	500	500	500
Printing and Binding	-	-	50	50	50
Promotional Activities	1,000	712	500	500	1,250
Other Current Charges	3,302	-	-	-	-
Office Supplies	566	545	601	601	530
Operating Supplies	377	191	700	700	700
Books, Publications, Subs	7,042	3,477	9,380	9,380	6,825
<b>Total Operating Expenditures</b>	<b>27,982</b>	<b>18,175</b>	<b>28,876</b>	<b>28,879</b>	<b>32,816</b>
<b>Total Expenditures by Grouping</b>	<b>\$ 295,146</b>	<b>\$ 290,585</b>	<b>\$ 390,428</b>	<b>\$ 390,434</b>	<b>\$ 400,204</b>

## 5 Year Budget Projection

EXPENDITURE GROUPING	2022-23 Projection	2023-24 Projection	2024-25 Projection	2025-26 Projection	2026-27 Projection
Salaries	306,780	316,596	326,728	337,183	347,973
Benefits	75,731	81,789	88,332	95,399	103,699
Operating Expenditures	34,501	36,275	38,142	40,109	42,179
Capital	-	-	-	-	-
<b>Total Projection</b>	<b>\$ 417,011</b>	<b>\$ 434,661</b>	<b>\$ 453,202</b>	<b>\$ 472,690</b>	<b>\$ 493,850</b>

# Accounting & Fiscal Services

## Description

Accounting and Fiscal Services is responsible for maintaining the City’s financial system, which include:

- 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;
- coordination of the financial statement audit and preparation of the City’s Comprehensive Annual Financial Report);
- coordinate and direct 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.

## Personnel Summary

	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	Change
Finance Director	1.00	1.00	1.00	1.00	1.00	0.00
Assistant Finance Director	0.00	0.00	1.00	1.00	1.00	0.00
Accountant	1.00	1.00	1.00	1.00	1.00	0.00
Accounting Coordinator	1.00	1.00	1.00	1.00	1.00	0.00
Accounting Manager	0.00	0.00	1.00	1.00	1.00	0.00
Accounting Specialist	1.00	1.00	0.00	0.00	0.00	0.00
Accountant Sr.	1.00	1.00	0.00	0.00	0.00	0.00
Accountant Sr. PT	0.70	0.70	0.70	0.70	0.70	0.00
Financial Management Analyst	1.00	1.00	1.00	1.00	1.00	0.00
Payroll Accountant	1.00	1.00	1.00	1.00	1.00	0.00
<b>Total</b>	<b>7.70</b>	<b>7.70</b>	<b>7.70</b>	<b>7.70</b>	<b>7.70</b>	<b>0.00</b>

## Goals

1. Continue high levels of customer service, productivity, and efficiency while maintaining fiscal and organizational health.
2. Maintain the unassigned Fund Balance of the General Fund at 20%, building financial capacity and strength within the General Fund.
3. Review payroll for continued development of electronic processing.
4. Continued improvement/automation of labor-intensive processes.
5. Continue to enhance organizational productivity and efficiency.

# Accounting & Fiscal Services

## Performance Measurements

### Legend

Workload = Level of Productivity

Goal	Department Objective	Strategy/Measure	Performance Indicator	2018-19	2019-20	2020-21	2021-22
				Actual	Actual	Target	Target
1	Continue high levels of customer service, productivity, and efficiency while maintaining fiscal and organizational health.	Obtain GFOA Distinguished Budget Presentation Award	Yes	Yes	Yes	Yes	(1)
		Obtain GFOA Certificate of Achievement for Excellence in Financial Reporting	Yes	Yes	(2)	(3)	(3)
2	Increase the unassigned Fund Balance of the General Fund from 15%-20%	Fund Balance of the General Fund	15%	30.66%	35.16%	34.47%	28.50%
5	Continue to enhance organizational productivity and efficiency	Days to complete monthly closeout	Less than 25 Days	35	30	30	30
		# invoices paid	Workload	23,385	20,742	23,000	23,000
		% invoices paid under 30 days	100.00%	91.58%	89.98%	90.00%	90.00%

(1) FY 2021-22 Budget to be submitted to the GFOA for review.

(2) FY 2019-20 Comprehensive Annual Financial Report submitted to the GFOA in March 2021.

(3) FY's 2020-21 and 2021-22 have not been completed.

## Accomplishments

- See accomplishments for Finance on page 46.

## Budget Highlights

The FY 2021-22 Adopted Budget of \$960,750, is an increase of \$59,677, or 6.62%, over the FY 2020-21 Adopted Budget of \$901,073. The increase is primarily attributable to the following:

- Wage increase for General Government employees;
- 8.7% Health Insurance premium rate increase;
- 10% increase in Workers Compensation and General Liability Insurance premiums.



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# Accounting & Fiscal Services

EXPENDITURE GROUPING	FY 2018-19 Actuals	FY 2019-20 Actuals	FY 2020-21 Adopted	FY 2020-21 Amended	FY 2021-22 Adopted
<b><u>SALARIES</u></b>					
Executive Salaries	\$ 119,426	\$ 128,163	\$ 130,999	\$ 130,999	\$ 136,740
Regular Salaries & Wages	286,194	332,805	343,490	343,490	362,082
Other Salaries & Wages	17,115	19,810	156,252	156,252	170,153
Overtime	349	23	500	500	100
Special Pay	-	71	149	149	143
FICA/Medicare Taxes	30,576	34,711	36,918	36,918	39,325
<b>Total Salaries</b>	<b>453,660</b>	<b>515,583</b>	<b>668,308</b>	<b>668,308</b>	<b>708,543</b>
<b><u>BENEFITS</u></b>					
Retirement Contributions	15,326	21,755	22,832	22,832	24,000
Health Insurance	90,857	98,526	104,890	104,890	124,839
Workers' Compensation	733	520	631	637	755
<b>Total Benefits</b>	<b>106,916</b>	<b>120,801</b>	<b>128,353</b>	<b>128,359</b>	<b>149,594</b>
<b><u>OPERATING EXPENDITURES</u></b>					
Professional Services	-	5,538	3,100	44,950	3,100
Accounting & Auditing	52,826	49,350	57,000	64,650	57,000
Other Contractual Services	2,100	926	400	400	900
Travel & Per-Diem	1,927	200	4,039	4,039	3,824
Communications & Freight	1,189	771	1,338	1,338	1,271
Freight & Postage Service	3,835	3,932	3,990	3,990	4,150
Utility Services	10,887	10,336	11,125	11,125	10,995
Rentals & Leases	908	908	908	908	908
Insurance	4,154	3,125	3,694	3,708	4,063
Printing and Binding	210	843	400	400	-
Other Current Charges	6,177	6,416	7,905	7,905	7,205
Office Supplies	1,498	1,709	2,251	2,251	2,240
Operating Supplies	5,965	1,418	1,939	1,939	1,790
Books, Publications, Subs	2,824	2,823	6,323	6,323	5,167
<b>Total Operating Expenditures</b>	<b>94,500</b>	<b>88,295</b>	<b>104,412</b>	<b>153,926</b>	<b>102,613</b>
<b>Total Expenditures by Grouping</b>	<b>\$ 655,076</b>	<b>\$ 724,679</b>	<b>\$ 901,073</b>	<b>\$ 950,593</b>	<b>\$ 960,750</b>

## 5 Year Budget Projection

EXPENDITURE GROUPING	2022-23 Projection	2023-24 Projection	2024-25 Projection	2025-26 Projection	2026-27 Projection
Salaries	731,216	754,615	778,763	803,683	829,401
Benefits	161,562	174,486	188,445	203,521	221,227
Operating Expenditures	107,947	113,568	119,492	125,737	132,321
Capital	-	-	-	-	-
<b>Total Projection</b>	<b>\$ 1,000,725</b>	<b>\$ 1,042,669</b>	<b>\$ 1,086,700</b>	<b>\$ 1,132,941</b>	<b>\$ 1,182,950</b>

# Purchasing

## 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; is involved in contract review and coordination with legal services; conducts the annual inventory of assets and coordinates disposal of surplus equipment; 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.



## Personnel Summary

	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	Change
Purchasing Agent	1.00	1.00	1.00	1.00	0.00	-1.00
Purchasing & Contracts Admin	0.00	0.00	0.00	0.00	1.00	1.00
<b>Total</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>0.00</b>

## Goals

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

## Performance Measurements

				Legend			
				Workload = Level of Productivity			
Goal	Department Objective	Strategy/Measure	Performance Indicator	2018-19	2019-20	2020-21	2021-22
				Actual	Actual	Target	Target
1	Continue to ensure financial health through comprehensive contract management review.	# of purchase orders processed	Workload	513	523	500	500
		# of RFPs and bids issued.	Workload	4	6	15	15
		# of requisitions returned before completion	Workload	150	180	150	150
		# of p-card transactions	Workload	6,035	4,945	5,000	5,000
		Average # of responses to RFPs and bids	Workload	4.46	6.88	6.00	6.00
		% of requisitions returned before completion	Workload	30.80%	34.30%	40.00%	40.00%
		Average processing time for a PO (days)	5 days or less	5.06	6.64	5.00	5.00

## Accomplishments

- See accomplishments for Purchasing on page 50.

## Budget Highlights

The FY 2021-22 Adopted Budget of \$120,079, is an increase of \$14,564, or 13.80%, over the FY 2020-21 Adopted Budget of \$105,515. The increase is primarily attributable to the following:

- Wage increase for General Government employees;
- Reclass of the Purchasing Agent position into a Purchasing and Contracts Administrator;
- Increase in Travel & Per-Diem for training and certifications;
- Reduction in Health Insurance costs as a result of change to elected coverage.

# Purchasing

EXPENDITURE GROUPING	FY 2018-19 Actuals	FY 2019-20 Actuals	FY 2020-21 Adopted	FY 2020-21 Amended	FY 2021-22 Adopted
<b><u>SALARIES</u></b>					
Regular Salaries & Wages	\$ 59,570	\$ 64,536	\$ 65,776	\$ 65,776	\$ 80,496
Special Pay	-	-	74	74	-
FICA/Medicare Taxes	4,051	4,417	4,474	4,474	6,158
<b>Total Salaries</b>	<b>63,621</b>	<b>68,953</b>	<b>70,324</b>	<b>70,324</b>	<b>86,654</b>
<b><u>BENEFITS</u></b>					
Retirement Contributions	2,979	3,227	3,289	3,289	4,025
Health Insurance	17,541	18,200	19,093	19,093	14,647
Workers' Compensation	106	63	83	84	113
<b>Total Benefits</b>	<b>20,626</b>	<b>21,490</b>	<b>22,465</b>	<b>22,466</b>	<b>18,785</b>
<b><u>OPERATING EXPENDITURES</u></b>					
Travel & Per-Diem	1,537	-	2,000	2,000	3,150
Communications & Freight	125	143	179	179	169
Freight & Postage Service	127	15	250	250	250
Utility Services	1,218	1,224	1,323	1,323	1,337
Rentals & Leases	303	303	303	303	303
Insurance	1,575	1,185	1,401	1,406	1,541
Printing and Binding	35	-	400	400	450
Other Current Charges	4,004	1,536	3,000	3,000	3,000
Office Supplies	591	419	725	725	650
Operating Supplies	464	395	-	-	250
Books, Publications, Subs	1,780	1,114	3,145	3,145	3,540
<b>Total Operating Expenditures</b>	<b>11,759</b>	<b>6,334</b>	<b>12,726</b>	<b>12,731</b>	<b>14,640</b>
<b>Total Expenditures by Grouping</b>	<b>\$ 96,006</b>	<b>\$ 96,777</b>	<b>\$ 105,515</b>	<b>\$ 105,521</b>	<b>\$ 120,079</b>

## 5 Year Budget Projection

EXPENDITURE GROUPING	2022-23 Projection	2023-24 Projection	2024-25 Projection	2025-26 Projection	2026-27 Projection
Salaries	89,427	92,289	95,242	98,290	101,435
Benefits	20,288	21,911	23,664	25,557	27,780
Operating Expenditures	15,449	16,306	17,215	18,178	19,200
Capital	-	-	-	-	-
<b>Total Projection</b>	<b>\$ 125,164</b>	<b>\$ 130,506</b>	<b>\$ 136,120</b>	<b>\$ 142,024</b>	<b>\$ 148,415</b>

# Information Technology

## 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.



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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.

## Personnel Summary

	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	Change
IT Director	1.00	1.00	1.00	1.00	1.00	0.00
GIS Coordinator	1.00	1.00	1.00	1.00	1.00	0.00
GIS Technician	1.00	1.00	1.00	1.00	1.00	0.00
Help Desk Technician	1.00	1.00	1.00	1.00	1.00	0.00
IT Technician	1.00	1.00	1.00	1.00	1.00	0.00
Network Specialist	1.00	1.00	1.00	1.00	1.00	0.00
Systems Analyst	1.00	1.00	1.00	1.00	1.00	0.00
<b>Total</b>	<b>7.00</b>	<b>7.00</b>	<b>7.00</b>	<b>7.00</b>	<b>7.00</b>	<b>0.00</b>

## 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.

## Performance Measurements

### Legend

Workload = Level of Productivity

Goal	Department Objective	Strategy/Measure	Performance Indicator	2018-19	2019-20	2020-21	2021-22
				Actual	Actual	Target	Target
1	Continue to expand e-government, including online services.	Total Non-Virtual services supported by IT	Workload	16	17	17	15
		Total Virtual services supported by IT	Workload	35	39	41	42
		Total # Non Virtualized WS supported by IT	Workload	213	223	231	230
		Total # Virtualized WS supported by IT	Workload	67	73	74	72

# Information Technology

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## Accomplishments

- See accomplishments for Information Technology on pages 46-47.

## Budget Highlights

The FY 2021-22 Adopted Budget of \$1,586,444, is an increase of \$114,559, or 7.78%, over the FY 2020-21 Adopted Budget of \$1,471,885. The increase is primarily attributable to the following:

- Wage increase for General Government employees;
- 8.7% Health Insurance premium rate increase;
- 10% increase in Workers Compensation and General Liability Insurance premiums;
- Increase in Other Contractual Services for Disaster Recovery and Business Continuity Consultant;
- An increase in the contribution to the vehicle replacement plan;
- Increase in annual software maintenance costs.



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# Information Technology

EXPENDITURE GROUPING	FY 2018-19 Actuals	FY 2019-20 Actuals	FY 2020-21 Adopted	FY 2020-21 Amended	FY 2021-22 Adopted
<b><u>SALARIES</u></b>					
Executive Salaries	\$ 113,872	\$ 118,533	\$ 121,274	\$ 121,274	\$ 125,154
Regular Salaries & Wages	328,855	342,194	349,638	349,638	362,517
Other Salaries & Wages	-	1,205	9,200	9,200	9,200
Overtime	3,797	2,250	4,400	4,400	4,400
Special Pay	-	213	74	74	144
FICA/Medicare Taxes	30,878	32,263	33,544	33,544	34,723
<b>Total Salaries</b>	<b>477,402</b>	<b>496,658</b>	<b>518,130</b>	<b>518,130</b>	<b>536,138</b>
<b><u>BENEFITS</u></b>					
Retirement Contributions	18,063	18,737	19,492	19,492	20,106
Health Insurance	118,397	119,018	125,067	125,067	136,290
Workers' Compensation	790	484	581	587	673
<b>Total Benefits</b>	<b>137,250</b>	<b>138,239</b>	<b>145,140</b>	<b>145,146</b>	<b>157,069</b>
<b><u>OPERATING EXPENDITURES</u></b>					
Other Contractual Services	1,150	28,756	15,000	15,000	50,000
Travel & Per-Diem	5,075	1,038	4,024	4,024	3,991
Communications & Freight	54,629	44,129	52,237	52,237	41,561
Freight & Postage Service	89	26	150	150	350
Utility Services	6,977	6,639	7,181	7,181	7,057
Rentals & Leases	3,104	4,771	3,047	3,047	8,521
Insurance	3,791	2,853	3,371	3,384	3,708
Repair and Maintenance	534,524	579,087	680,694	700,694	720,039
Other Current Charges	171	20	100	100	100
Office Supplies	335	391	461	461	530
Operating Supplies	14,026	14,928	15,880	15,880	23,060
Books, Publications, Subs	8,502	10,081	26,470	26,470	34,320
<b>Total Operating Expenditures</b>	<b>632,373</b>	<b>692,719</b>	<b>808,615</b>	<b>828,628</b>	<b>893,237</b>
<b>Total Expenditures by Grouping</b>	<b>\$ 1,247,025</b>	<b>\$ 1,327,616</b>	<b>\$ 1,471,885</b>	<b>\$ 1,491,904</b>	<b>\$ 1,586,444</b>

## 5 Year Budget Projection

EXPENDITURE GROUPING	2022-23 Projection	2023-24 Projection	2024-25 Projection	2025-26 Projection	2026-27 Projection
Salaries	553,294	571,000	589,272	608,129	627,589
Benefits	169,635	183,205	197,862	213,691	232,282
Operating Expenditures	938,084	985,192	1,034,676	1,086,657	1,141,261
Capital	-	-	-	-	-
<b>Total Projection</b>	<b>\$ 1,661,013</b>	<b>\$ 1,739,398</b>	<b>\$ 1,821,810</b>	<b>\$ 1,908,476</b>	<b>\$ 2,001,132</b>

# City Attorney

**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.

EXPENDITURE GROUPING	FY 2018-19 Actuals	FY 2019-20 Actuals	FY 2020-21 Adopted	FY 2020-21 Amended	FY 2021-22 Adopted
<b>OPERATING EXPENDITURES</b>					
Professional Services	\$ 175,008	\$ 213,425	\$ 268,440	\$ 268,440	\$ 268,440
<b>Total Operating Expenditures</b>	<b>175,008</b>	<b>213,425</b>	<b>268,440</b>	<b>268,440</b>	<b>268,440</b>
<b>Total Expenditures by Grouping</b>	<b>\$ 175,008</b>	<b>\$ 213,425</b>	<b>\$ 268,440</b>	<b>\$ 268,440</b>	<b>\$ 268,440</b>

**5 Year Budget Projection**

EXPENDITURE GROUPING	2022-23 Projection	2023-24 Projection	2024-25 Projection	2025-26 Projection	2026-27 Projection
Operating Expenditures	281,862	295,955	310,753	326,290	342,605
Capital	-	-	-	-	-
<b>Total Projection</b>	<b>\$ 281,862</b>	<b>\$ 295,955</b>	<b>\$ 310,753</b>	<b>\$ 326,290</b>	<b>\$ 342,605</b>

# Development Services Department

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## **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 **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:

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

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.

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 **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.

# Development Services Department

## Personnel Summary

	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	Change
Development Svcs Director	1.00	1.00	1.00	1.00	1.00	0.00
Administrative Assistant	1.00	1.00	1.00	1.00	1.00	0.00
Code Enforcement Officer	2.00	2.00	2.00	2.00	2.00	0.00
Code Enforcement Mng	1.00	1.00	1.00	1.00	1.00	0.00
Code Enforcement Spec.	1.00	1.00	1.00	0.00	0.00	0.00
Development Review Mng.	1.00	1.00	1.00	1.00	1.00	0.00
Development Review Coord.	0.00	0.00	0.00	1.00	1.00	0.00
Development Svcs Spec	0.00	0.00	0.00	1.00	1.00	0.00
Planner I	0.00	0.00	0.00	1.00	1.00	0.00
Planner II	2.00	2.00	2.00	1.00	1.00	0.00
Planning Manager	1.00	1.00	1.00	1.00	1.00	0.00
Planning Technician	1.00	1.00	1.00	1.00	1.00	0.00
Sr. Admin Assistant	1.00	1.00	1.00	0.00	0.00	0.00
Zoning Administrator	1.00	1.00	1.00	1.00	1.00	0.00
<b>Total</b>	<b>13.00</b>	<b>13.00</b>	<b>13.00</b>	<b>13.00</b>	<b>13.00</b>	<b>0.00</b>

## Goals

1. Foster redevelopment of business and commercial areas.
2. Pursue mixed-use development in the downtown mixed-use districts.
3. Ensure development and redevelopment is done in a sustainable manner.
4. Develop a City plan to merge the character of the Historic Downtown with the City's new Downtown.
5. Foster connectivity for all types of vehicles; increase biking and walking options.
6. Ensure that development or redevelopment is done in a sustainable manner.
7. Revise the City codes to promote redevelopment; continue to enhance business relocation services.
8. Continue on-going business retention efforts.
9. Compliance with the City's Code of Ordinances.
10. Provide Code Enforcement services on a proactive basis, as well as, with timely response to complaints.

## Performance Measurements

### Legend

Workload = Level of Productivity

Goal	Department Objective	Strategy/Measure	Performance Indicator	2018-19	2019-20	2020-21	2021-22
				Actual	Actual	Target	Target
3	Ensure development and redevelopment is done in a sustainable manner.	# of large scale comp plan applications	Workload	1	1	1	1
		# of rezoning applications	Workload	2	3	2	2
		# of deviation applications	Workload	19	18	18	19
8	Continue on-going business retention efforts	Business tax receipts applications (new and renewals)	Workload	1,918	4,000	3,060	2,100
10	Provide Code Enforcement services on a proactive basis, as well as, with timely response to complaints.	# of proactive cases	Workload	1,583	1,298	2,000	2,000
		# of reactive cases	Workload	1,003	914	1,250	1,250
		Business days from complaint till first inspection	1	-	1	1	1
		% of complaints resolved without Code Enforcement Board	95%	90.20%	96.50%	95.00%	95.00%

# Development Services Department

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## Accomplishments

- See accomplishments for Development Services Department on page 44.

## Budget Highlights

The FY 2021-22 Adopted Budget of \$1,191,727, is an increase of \$53,716, or 4.72%, over the FY 2020-21 Adopted Budget of \$1,138,011. The increase is primarily attributable to the following:

- Wage increase for General Government employees;
- 8.7% Health Insurance premium rate increase;
- 10% increase in Workers Compensation and General Liability Insurance premiums;
- Increase in Professional Services for Planning and Development Review consulting services;



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# Development Services Department

EXPENDITURE GROUPING	FY 2018-19 Actuals	FY 2019-20 Actuals	FY 2020-21 Adopted	FY 2020-21 Amended	FY 2021-22 Adopted
<b><u>SALARIES</u></b>					
Executive Salaries	\$ 108,969	\$ 118,525	\$ 121,286	\$ 121,286	\$ 125,167
Regular Salaries & Wages	583,534	515,236	612,576	612,576	632,505
Other Salaries & Wages	16,546	32,385	6,322	6,322	6,322
Overtime	821	649	1,929	1,329	3,430
Special Pay	71	284	-	-	72
FICA/Medicare Taxes	53,196	50,775	56,518	56,518	58,443
<b>Total Salaries</b>	<b>763,137</b>	<b>717,854</b>	<b>798,631</b>	<b>798,031</b>	<b>825,939</b>
<b><u>BENEFITS</u></b>					
Retirement Contributions	32,371	29,990	34,943	34,943	36,110
Health Insurance	141,309	118,536	162,540	162,540	161,282
Workers' Compensation	4,343	3,158	3,444	3,477	4,479
Unemployment	-	441	-	-	-
<b>Total Benefits</b>	<b>178,023</b>	<b>152,125</b>	<b>200,927</b>	<b>200,960</b>	<b>201,871</b>
<b><u>OPERATING EXPENDITURES</u></b>					
Professional Services	100,882	164,894	53,665	273,672	76,200
Travel & Per-Diem	4,801	244	6,882	3,714	7,515
Communications & Freight	3,397	4,621	5,055	5,055	5,339
Freight & Postage Service	3,740	3,454	3,750	3,750	3,750
Utility Services	8,042	7,706	8,224	8,224	7,992
Rentals & Leases	13,901	16,707	15,310	15,310	15,120
Insurance	10,076	7,582	8,965	8,998	9,865
Repair and Maintenance	1,978	745	1,000	1,000	1,000
Printing and Binding	881	1,316	1,882	1,882	1,843
Other Current Charges	8,347	11,133	11,120	11,120	11,240
Office Supplies	5,749	3,892	5,590	5,590	5,185
Operating Supplies	6,559	4,084	7,706	8,544	9,016
Books, Publications, Subs	5,850	4,606	9,304	8,990	9,852
<b>Total Operating Expenditures</b>	<b>174,203</b>	<b>230,984</b>	<b>138,453</b>	<b>355,849</b>	<b>163,917</b>
<b>Total Expenditures by Grouping</b>	<b>\$ 1,115,363</b>	<b>\$ 1,100,963</b>	<b>\$ 1,138,011</b>	<b>\$ 1,354,840</b>	<b>\$ 1,191,727</b>

## 5 Year Budget Projection

EXPENDITURE GROUPING	2022-23 Projection	2023-24 Projection	2024-25 Projection	2025-26 Projection	2026-27 Projection
Salaries	852,369	879,645	907,793	936,843	966,822
Benefits	218,021	235,462	254,299	274,643	298,537
Operating Expenditures	172,606	181,779	191,465	201,695	212,501
Capital	-	-	-	-	-
<b>Total Projection</b>	<b>\$ 1,242,996</b>	<b>\$ 1,296,886</b>	<b>\$ 1,353,558</b>	<b>\$ 1,413,181</b>	<b>\$ 1,477,860</b>

# Police Department

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## **Description**

The Oviedo Police Department is divided into six program areas: Community Policing/Patrol; Records; Community Involvement/Outreach; Criminal Investigations; Community Response Team and Education and Training. Police Administration provides managerial support as well as command, control and guidance over the six program areas. The 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.



**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.

**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.

**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.

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.

The **Community Response Team (CRT)** is a pro-active unit that specializes in neighborhood issues, street crime, sexual offender notification/verification, long term action plans (such as Operation Clerk Alert),

# Police Department

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.

This **Police Education & Training** 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.

## Personnel Summary

	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	Change
Police Chief	1.00	1.00	1.00	1.00	1.00	0.00
Accreditation Manager	1.00	1.00	1.00	1.00	1.00	0.00
Administrative Assistant	2.00	2.00	2.00	2.00	2.00	0.00
Administrative Coordinator	1.00	1.00	1.00	1.00	1.00	0.00
Crime Analyst	1.00	1.00	1.00	1.00	1.00	0.00
Deputy Police Chief	2.00	2.00	2.00	2.00	2.00	0.00
Detective	8.00	9.00	9.00	8.00	8.00	0.00
Police Lieutenant	6.00	6.00	6.00	6.00	6.00	0.00
Police Officer	39.00	38.00	39.00	41.00	40.00	-1.00
Police Sergeant	8.00	8.00	8.00	8.00	9.00	1.00
Police Records	1.00	1.00	1.00	1.00	1.00	0.00
Property & Evidence	1.00	1.00	1.00	1.00	1.00	0.00
School Resource Officer *	7.00	9.00	10.00	9.00	9.00	0.00
Staff Assistant - PT	0.75	0.75	0.75	0.75	0.75	0.00
<b>Total</b>	<b>78.75</b>	<b>80.75</b>	<b>82.75</b>	<b>82.75</b>	<b>82.75</b>	<b>0.00</b>

*\* For the 9 School Resource Officers Budgeted in the FY 2021-22 Budget, 2 are funded at 100% (salary and benefits) by the Seminole County Sherriff's Office, and 7 are funded at 50%.*

## Goals

1. Be one of the safest communities in the region.
2. Provide leadership on critical local and regional issues.
3. Maintain up-to-date equipment and appropriate facilities with emphasis on the funding a vehicle replacement program and planning for a new Public Headquarters.
4. Maintain traffic safety.
5. Focus on crime prevention, community awareness, and other policing activities.
6. Maintain police response levels at superior levels.
7. Support community participation.
8. Ensure a high level of readiness to manage and recover from disasters.
9. Development of a new Emergency Operations Center (EOC).
10. Periodic review and updating of the strategic plan.

# Police Department

## Performance Measurements

### Legend

Workload = Level of Productivity

Goal	Department Objective	Strategy/Measure	Performance Indicator	2018-19	2019-20	2020-21	2021-22
				Actual	Actual	Target	Target
1	Be one of the safest communities in the region	Number of Part 1 Crimes	Workload	389	348	427	513
		Number of Traffic Stops	Workload	18,834	10,158	10,582	20,610
		Number of citations issued	Workload	8,944	4,097	4,266	9,008
		# of criminal cases investigated	Workload	645	428	620	620
		Part 1 crimes per 1,000 population	Workload	9.79	8.70	10.23	12.82
		Total Service and Activity Calls	Workload	48,490	35,921	37,379	48,890
5	Focus on Crime Prevention, Community Awareness, and other community policing activities	Number of Crime Prevention presentations	16	10.00	6.00	16.00	16.00
		Number of Crime Prevention inspections	6	5.00	-	6.00	6.00
		Classes offered at the COPS center	50	45.00	32.00	50.00	50.00
6	Maintain fire and police response times at superior levels	Total calls received	Workload	48,490	35,923	50,470	50,470
		# 911 calls	Workload	2,786	2,712	3,090	3,090
		Avg response time to priority 1 calls (1)	N/A	2.33	2.18	2.27	2.27

(1) Officer Dispatch is done by the County.

## Accomplishments

- Onsite accreditation was held and the Oviedo Police Department was recommended for its sixth re-accreditation. The Department maintains its excelsior status which is the highest level attainable.
- Enacted the second semester of school and traffic plans to educate citizens about school zones, bike and pedestrian safety.
- See all accomplishments on page 33-35.

## Budget Highlights

The FY 2021-22 Adopted Budget of \$10,143,189 is an increase of \$411,094, or 4.22%, over the FY 2020-21 Adopted Budget of \$9,732,095. Significant changes to FY 2021-22 Adopted Budget include the following:

- Wage increase for Police employees;
- 8.7% Health Insurance premium rate increase;
- 10% increase in Workers Compensation and General Liability Insurance premiums;
- Decrease in the City's Police Pension Contribution percentage as per the current Actuarial report;
- Decrease in Communication for the removal of the COPS phone/data line;
- An increase in the contribution to the vehicle replacement plan.
- An increase in Operating Supplies for fuel, uniforms and small tools;
- Capital purchase, totaling \$19,000:
  - Electronic Message Board.

# Police Department

EXPENDITURE GROUPING	FY 2018-19 Actuals	FY 2019-20 Actuals	FY 2020-21 Adopted	FY 2020-21 Amended	FY 2021-22 Adopted
<b><u>SALARIES</u></b>					
Executive Salaries	\$ 121,016	\$ 128,943	\$ 131,253	\$ 131,253	\$ 136,176
Regular Salaries & Wages	4,721,263	4,824,286	5,193,961	5,193,961	5,281,270
Other Salaries & Wages	20,199	20,395	20,109	20,109	22,205
Overtime	220,102	170,468	240,200	251,673	241,200
Special Pay	87,248	89,666	89,447	89,447	89,379
FICA/Medicare Taxes	374,599	381,379	412,469	412,469	420,242
<b>Total Salaries</b>	<b>5,544,427</b>	<b>5,615,137</b>	<b>6,087,439</b>	<b>6,098,912</b>	<b>6,190,472</b>
<b><u>BENEFITS</u></b>					
Retirement Contributions	632,435	679,085	676,405	676,405	630,991
Health Insurance	1,106,044	1,111,669	1,281,109	1,281,109	1,390,112
Workers' Compensation	130,411	80,238	100,839	101,824	113,315
Unemployment	802	1,524	-	-	-
<b>Total Benefits</b>	<b>1,869,692</b>	<b>1,872,516</b>	<b>2,058,353</b>	<b>2,059,338</b>	<b>2,134,418</b>
<b><u>OPERATING EXPENDITURES</u></b>					
Professional Services	9,857	16,724	18,020	18,020	19,020
Other Contractual Services	331,526	358,522	388,200	389,800	419,600
Travel & Per-Diem	16,538	9,243	18,905	18,905	21,536
Communications & Freight	60,626	69,221	89,301	89,301	74,211
Freight & Postage Service	2,140	1,531	2,100	2,100	2,100
Utility Services	38,352	33,975	38,351	38,351	36,057
Rentals & Leases	368,071	451,598	320,959	320,959	479,992
Insurance	88,933	66,247	78,356	78,648	86,146
Repair and Maintenance	187,093	198,192	228,802	225,167	243,865
Printing and Binding	2,714	2,959	5,055	5,055	4,835
Promotional Activities	5,880	1,412	7,200	7,200	7,200
Other Current Charges	686	1,240	860	860	870
Office Supplies	4,885	4,333	6,000	6,000	5,530
Operating Supplies	328,568	306,604	324,864	364,164	353,597
Books, Publications, Subs	28,885	19,680	42,330	42,330	44,740
<b>Total Operating Expenditures</b>	<b>1,474,754</b>	<b>1,541,481</b>	<b>1,569,303</b>	<b>1,606,860</b>	<b>1,799,299</b>
<b><u>CAPITAL</u></b>					
Buildings	-	-	10,000	10,000	-
Capital Assets	-	5,030	7,000	7,000	19,000
<b>Total Capital</b>	<b>-</b>	<b>5,030</b>	<b>17,000</b>	<b>17,000</b>	<b>19,000</b>
<b>Total Expenditures by Grouping</b>	<b>\$ 8,888,873</b>	<b>\$ 9,034,164</b>	<b>\$ 9,732,095</b>	<b>\$ 9,782,110</b>	<b>\$ 10,143,189</b>

## 5 Year Budget Projection

EXPENDITURE GROUPING	2022-23 Projection	2023-24 Projection	2024-25 Projection	2025-26 Projection	2026-27 Projection
Salaries	6,388,567	6,593,001	6,803,977	7,021,705	7,246,399
Benefits	2,305,171	2,489,585	2,688,752	2,903,852	3,156,487
Operating Expenditures	1,893,571	1,992,988	2,097,849	2,208,475	2,325,205
Capital	-	-	-	-	-
<b>Total Projection</b>	<b>\$ 10,587,310</b>	<b>\$ 11,075,574</b>	<b>\$ 11,590,578</b>	<b>\$ 12,134,031</b>	<b>\$ 12,728,091</b>

# Fire Department

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## **Description**

Fire 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.

**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

**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.

The **Education and Training** division directs fire and EMS-related training, including scheduling and development of required training activities; maintains department training records; and conducts new employee orientation. The division also oversees the department's EMS transport service and coordinates all EMS activities in consultation with the Seminole County Medical Director. The division is 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 division serves as the City's Infections Control Officer and manages the infectious control program. Other activities include serving as the public information officer for emergency incidents and general media release liaison with the public and media and serving as the Department Safety officer.

# Fire Department

## Personnel Summary

	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	Change
Fire Chief	1.00	1.00	1.00	1.00	1.00	0.00
Administrative Coordinator	1.00	1.00	1.00	1.00	1.00	0.00
Battalion Chief	3.00	3.00	3.00	3.00	3.00	0.00
Division Chief	2.00	2.00	2.00	2.00	2.00	0.00
Fire Inspector	1.00	1.00	2.00	2.00	2.00	0.00
Fire Lieutenant	9.00	9.00	9.00	9.00	9.00	0.00
Fire Marshal	1.00	1.00	1.00	1.00	1.00	0.00
Firefighter/EMT	36.00	36.00	36.00	36.00	36.00	0.00
<b>Total</b>	<b>54.00</b>	<b>54.00</b>	<b>55.00</b>	<b>55.00</b>	<b>55.00</b>	<b>0.00</b>

## Goals

1. Be one of the safest communities in the region.
2. Maintain fire response times at superior levels.
3. Ensure a high level of readiness to manage and recover from disasters.
4. Maintain disaster preparedness readiness and disaster recovery plan.
5. Continue commitment to comparatively superior ISO and CRS ratings and performance measures.
6. Expand internal fire re-inspection capabilities for existing commercial buildings.

## Performance Measurements

### Legend

Workload = Level of Productivity

Goal	Department Objective	Strategy/Measure	Performance Indicator	2018-19	2019-20	2020-21	2021-22
				Actual	Actual	Target	Target
2	Maintain fire response times at superior levels	# EMS/rescue calls	Workload	2,699	2,592	2,850	3,020
		# Fire related calls	Workload	71	76	65	65
		# of transports	Workload	1,605	1,509	1,650	1,650
		# of first responder calls outside the City limits	Workload	979	1,116	900	900
		% of in City calls with response time < 5 minutes	90.00%	82.00%	84.00%	82.00%	80.00%
		% of calls as first responder with response time < 5 minutes outside City	30.00%	23.30%	29.10%	20.80%	30.00%
		% property contents saved as a % of pre-incident value	95.00%	88.40%	70.10%	92.90%	95.00%
5	Continued commitment to comparatively superior ISO and CRS ratings and performance measures.	ISO Community rating	2.00	2.00	2.00	2.00	2.00
6	Expand internal fire re-inspection capabilities for existing commercial buildings.	# of commercial inspections - existing	Workload	146	268	500	650
		# of reinspections	Workload	123	210	250	250
		% of all commercial structures inspected	Workload	11.00%	19.00%	46.00%	46.00%

# Fire Department

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## **Accomplishments**

- See accomplishments for Fire Department on pages 35-36.

## **Budget Highlights**

The FY 2021-22 Adopted Budget of \$7,317,541, is an increase of \$204,435, or 2.87%, over the FY 2020-21 Adopted Budget of \$7,113,106. Significant changes to FY 2021-22 Adopted Budget include the following:

- Wage increase for Fire employees;
- 8.7% Health Insurance premium rate increase;
- 10% increase in Workers Compensation and General Liability Insurance premiums;
- Decrease in the City's Fire Pension Contribution percentage as per the current Actuarial report;
- An increase in the contribution to the vehicle replacement plan.
- An increase in Repair and Maintenance for equipment repairs;
- Capital purchase, totaling \$15,000:
  - 800mhz Portable Radios.



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# Fire Department

EXPENDITURE GROUPING	FY 2018-19 Actuals	FY 2019-20 Actuals	FY 2020-21 Adopted	FY 2020-21 Amended	FY 2021-22 Adopted
<b><u>SALARIES</u></b>					
Executive Salaries	\$ 158,079	\$ 129,377	\$ 132,067	\$ 132,067	\$ 124,106
Regular Salaries & Wages	3,326,892	3,453,484	3,605,979	3,605,979	3,607,375
Overtime	422,059	564,465	456,900	529,150	458,800
Special Pay	1,137	2,345	2,673	2,673	857
FICA/Medicare Taxes	285,312	303,841	306,035	306,035	304,870
<b>Total Salaries</b>	<b>4,193,479</b>	<b>4,453,512</b>	<b>4,503,654</b>	<b>4,575,904</b>	<b>4,496,008</b>
<b><u>BENEFITS</u></b>					
Retirement Contributions	260,422	272,924	457,715	457,715	443,170
Health Insurance	759,902	802,558	876,746	876,746	923,510
Workers' Compensation	131,902	76,265	95,541	96,474	105,385
Unemployment	-	359	-	-	-
<b>Total Benefits</b>	<b>1,152,226</b>	<b>1,152,106</b>	<b>1,430,002</b>	<b>1,430,935</b>	<b>1,472,065</b>
<b><u>OPERATING EXPENDITURES</u></b>					
Professional Services	2,440	2,790	3,860	3,860	3,860
Other Contractual Services	38,322	32,871	40,240	40,240	41,080
Travel & Per-Diem	(356)	145	6,976	6,488	8,827
Communications & Freight	21,656	24,967	29,195	29,195	24,448
Freight & Postage Service	876	853	1,050	1,050	1,050
Utility Services	61,974	61,284	64,246	64,246	65,754
Rentals & Leases	266,466	393,781	239,521	239,521	389,553
Insurance	114,334	95,963	109,130	109,504	119,116
Repair and Maintenance	196,986	238,202	252,284	256,784	278,180
Printing and Binding	926	1,048	2,150	2,150	2,250
Promotional Activities	886	294	1,450	1,450	2,000
Other Current Charges	-	120	140	140	140
Office Supplies	5,266	4,736	5,118	5,118	5,035
Operating Supplies	212,514	232,470	323,511	337,780	326,111
Books, Publications, Subs	30,374	44,109	51,579	48,979	67,064
<b>Total Operating Expenditures</b>	<b>952,664</b>	<b>1,133,633</b>	<b>1,130,450</b>	<b>1,146,505</b>	<b>1,334,468</b>
<b><u>CAPITAL</u></b>					
Capital Assets	-	119,862	49,000	91,867	15,000
<b>Total Capital</b>	<b>-</b>	<b>119,862</b>	<b>49,000</b>	<b>91,867</b>	<b>15,000</b>
<b>Total Expenditures by Grouping</b>	<b>\$ 6,298,369</b>	<b>\$ 6,859,113</b>	<b>\$ 7,113,106</b>	<b>\$ 7,245,211</b>	<b>\$ 7,317,541</b>

## 5 Year Budget Projection

EXPENDITURE GROUPING	2022-23 Projection	2023-24 Projection	2024-25 Projection	2025-26 Projection	2026-27 Projection
Salaries	4,639,880	4,788,356	4,941,584	5,099,715	5,262,905
Benefits	1,589,830	1,717,017	1,854,378	2,002,728	2,176,966
Operating Expenditures	910,055	960,410	1,013,768	1,070,328	1,130,303
Capital	-	-	-	-	-
<b>Total Projection</b>	<b>\$ 7,139,766</b>	<b>\$ 7,465,783</b>	<b>\$ 7,809,730</b>	<b>\$ 8,172,771</b>	<b>\$ 8,570,174</b>

# Public Works

## Description

Public Works Operations oversees the daily activities of the Grounds and Right of Way Maintenance (ROW) department, along with, the Streets and Sidewalks Maintenance departments. 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.



## Grounds and ROW (right-of-way) Maintenance is

performed by continuing service contracts. The landscape and grounds maintenance of various City facilities, parks and right-of-way’s, includes mowing, landscape maintenance, irrigation repairs, fertilizer and pest management, and tree trimming, which is managed by the Special Contracts Inspector.

The Streets and Sidewalk Maintenance department 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.

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 a hurricane. The FY 2018-19 Actuals reflect expenses related to Hurricane Irma, while the 2019-20 Actuals reflect expenses related to Hurricane Dorian and the COVID-19 Pandemic.

## Personnel Summary

	<b>FY 17-18</b>	<b>FY 18-19</b>	<b>FY 19-20</b>	<b>FY 20-21</b>	<b>FY 21-22</b>	<b>Change</b>
Crew Leader	2.00	2.00	2.00	2.00	2.00	0.00
Heavy Equip Operator I	1.00	1.00	1.00	1.00	1.00	0.00
Heavy Equip Operator II	1.00	1.00	1.00	1.00	1.00	0.00
Maintenance Worker I	3.00	2.00	4.00	4.00	4.00	0.00
Maintenance Worker II	2.00	3.00	1.00	1.00	1.00	0.00
Operations Supervisor	1.00	1.00	1.00	1.00	1.00	0.00
Special Contracts Inspect.	0.00	0.00	1.00	1.00	1.00	0.00
<b>Total</b>	<b>10.00</b>	<b>10.00</b>	<b>11.00</b>	<b>11.00</b>	<b>11.00</b>	<b>0.00</b>

# Public Works

## Goals

1. Develop a more uniquely identifiable and attractive City.
2. Adopt city-wide streetscaping standards.
3. Increase walking and biking options.
4. Develop connectivity for all types of vehicles and for pedestrians.
5. Continue to provide a high level of maintenance for the City's roadway network.
6. Continue and enhance solid waste recycling

## Performance Measurements

Legend							
Workload = Level of Productivity							
▲ Impacted by COVID-19							
Goal	Department Objective	Strategy/Measure	Performance Indicator	2018-19	2019-20	2020-21	2021-22
				Actual	Actual	Target	Target
5	Continue to provide a high level of maintenance for the City's roadway network.	Concrete repairs (in square feet)	Workload	43,989	55,704	44,000	40,000
		Asphalt repairs (tons)	Workload	158	112	150	140
		# street/traffic signs repaired/replaced	Workload	31	72	100	100
		% of street/ traffic signs replaced	Workload	0.60%	1.35%	1.87%	1.87%
6	Continue and enhance solid waste recycling	▲ Tons of recyclables collected	Workload	3,277	3,604	5,318	4,485
		▲ Tons of yard waste collected	Workload	2,405	2,645	3,000	2,850
		▲ % recycling rate (1)	Workload	48.00%	52.00%	38.00%	57.00%

(1) % recycling rate is calculated as a percentage of tons of recyclables collected plus tons of yard waste collected divided by the total tons collected, which includes garbage/waste.

## Accomplishments

- See accomplishments for Public Works on pages 30-32.

## Budget Highlights

The FY 2021-22 Adopted Budget of \$1,404,437, is an increase of \$157,233, or 12.61%, over the FY 2020-21 Adopted Budget of \$1,247,204. Significant changes to FY 2021-22 Adopted Budget include the following:

- Wage increase for General Government employees;
- 8.7% Health Insurance premium rate increase;
- 10% increase in Workers Compensation and General Liability Insurance premiums;
- An increase in the contribution to the vehicle replacement plan.
- An increase in Utilities;
- An increase in Road Materials and Supplies for parking lot resurfacing at various parks locations.

# Public Works

EXPENDITURE GROUPING	FY 2018-19 Actuals	FY 2019-20 Actuals	FY 2020-21 Adopted	FY 2020-21 Amended	FY 2021-22 Adopted
<b><u>SALARIES</u></b>					
Regular Salaries & Wages	\$ 389,655	\$ 371,260	\$ 434,295	\$ 434,295	\$ 448,536
Overtime	13,022	4,372	15,000	15,000	10,100
Special Pay	639	-	-	-	500
FICA/Medicare Taxes	29,986	28,148	33,979	33,979	34,159
<b>Total Salaries</b>	<b>433,302</b>	<b>403,780</b>	<b>483,274</b>	<b>483,274</b>	<b>493,295</b>
<b><u>BENEFITS</u></b>					
Retirement Contributions	16,226	15,537	19,270	19,270	19,636
Health Insurance	126,798	117,492	144,881	144,881	155,443
Workers' Compensation	23,211	13,641	16,304	16,464	18,808
<b>Total Benefits</b>	<b>166,235</b>	<b>146,670</b>	<b>180,455</b>	<b>180,615</b>	<b>193,887</b>
<b><u>OPERATING EXPENDITURES</u></b>					
Professional Services	39,039	4,090	-	50,000	-
Other Contractual Services	529,856	162,407	155,733	160,295	170,508
Travel & Per-Diem	-	54	-	-	-
Communications & Freight	5,724	6,194	10,524	10,524	6,824
Freight & Postage Service	663	320	400	400	200
Utility Services	58,340	73,527	58,532	58,532	76,286
Rentals & Leases	64,802	94,901	68,152	67,152	121,797
Insurance	32,214	25,558	30,209	30,276	30,993
Repair and Maintenance	147,602	147,733	156,207	156,645	156,317
Promotional Activities	204	15	5,000	438	5,000
Other Current Charges	796	(196)	700	335	350
Office Supplies	2,758	2,671	3,098	3,463	3,160
Operating Supplies	67,940	53,144	72,320	77,882	76,320
Road Materials & Supplies	21,412	15,590	20,000	20,000	67,000
Books, Publications, Subs	1,451	867	2,600	2,600	2,500
<b>Total Operating Expenditures</b>	<b>972,801</b>	<b>586,875</b>	<b>583,475</b>	<b>638,542</b>	<b>717,255</b>
<b>Total Expenditures by Grouping</b>	<b>\$ 1,572,338</b>	<b>\$ 1,137,325</b>	<b>\$ 1,247,204</b>	<b>\$ 1,302,431</b>	<b>\$ 1,404,437</b>

## 5 Year Budget Projection

EXPENDITURE GROUPING	2022-23 Projection	2023-24 Projection	2024-25 Projection	2025-26 Projection	2026-27 Projection
Salaries	509,080	525,371	542,183	559,533	577,438
Benefits	209,398	226,150	244,242	263,781	286,730
Operating Expenditures	754,667	794,105	835,686	879,533	925,778
Capital	-	-	-	-	-
<b>Total Projection</b>	<b>\$ 1,473,146</b>	<b>\$ 1,545,626</b>	<b>\$ 1,622,110</b>	<b>\$ 1,702,846</b>	<b>\$ 1,789,946</b>

# Recreation & Parks Department

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## **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) Gymnasium and Athletic Programs;
- 4) Recreation & Parks Maintenance;
- 5) Oviedo Blvd Aquatics;
- 6) Facility Maintenance & Custodial; and
- 7) Oviedo on the Park Amphitheater/Cultural Center.



**Riverside 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. In addition, this division oversees other recreation facilities and programs such as tennis, racquetball, and indoor contractual programs. Staff 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.

The **Gymnasium and Athletic Program** division oversees all athletic activities and programming. The 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.

The **Recreation & 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.

# Recreation & Parks Department

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**Oviedo Blvd Aquatics** 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.

**Facility Maintenance and Custodial Services** 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.

**Oviedo on the 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.

Special events are included in the Oviedo on the Park budget. 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., Egg-ceptional Family Fest, and 4th of July Celebration.

Additionally, concessions are included in the Oviedo on the Park budget. 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 facility at Center Lake Park’s Cantina.

# Recreation & Parks Department

## Personnel Summary

	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	Change
Recreation & Parks Director	1.00	1.00	1.00	1.00	1.00	0.00
Admin Assistant	3.00	3.00	2.00	2.00	2.00	0.00
Admin Assistant Sr.	0.00	0.00	1.00	1.00	1.00	0.00
Aquatics Coordinator II	1.00	1.00	1.00	1.00	2.00	1.00
Aquatics Supervisor	1.00	1.00	1.00	1.00	0.00	-1.00
Aquatics & Rec Superint.	0.00	0.00	0.00	0.00	1.00	1.00
Athletic Program Coordinator	2.00	2.00	2.00	2.00	2.00	0.00
Athletic Program Supervisor	0.00	0.00	1.00	1.00	1.00	0.00
Athletic Superintendent	1.00	1.00	1.00	1.00	1.00	0.00
Building Custodian	7.00	7.00	9.00	9.00	9.00	0.00
Concession Coordinator	1.00	1.00	2.00	2.00	2.00	0.00
Concession Coordinator - PT	0.50	0.50	0.00	0.00	0.00	0.00
Crew Leader	3.00	3.00	4.00	4.00	4.00	0.00
Events Manager	1.00	1.00	1.00	1.00	1.00	0.00
Events Marketing Coord.	1.00	1.00	1.00	1.00	1.00	0.00
Facilities Manager	1.00	1.00	1.00	1.00	1.00	0.00
Facilities Maint. Foreman	1.00	1.00	1.00	1.00	1.00	0.00
Food Service Supervisor	1.00	1.00	1.00	1.00	1.00	0.00
Head Lifeguard	2.00	2.00	2.00	2.00	1.00	-1.00
Irrigation & Project Spec.	0.00	0.00	0.00	0.00	1.00	1.00
Landscape & Project Spec.	0.00	0.00	0.00	0.00	1.00	1.00
Lifeguard PT	0.00	0.00	0.00	0.00	1.00	1.00
Maintenance Worker I	10.00	10.00	8.00	8.00	7.00	-1.00
Maintenance Worker II	3.00	3.00	3.00	3.00	3.00	0.00
Maintenance Worker III	0.00	0.00	1.00	1.00	1.00	0.00
Park & Field Supervisor	1.00	1.00	0.00	0.00	0.00	0.00
Parks Manager	1.00	1.00	1.00	1.00	1.00	0.00
Parks Ranger	0.00	0.00	2.00	2.00	2.00	0.00
Parks Superintendent	1.00	1.00	1.00	1.00	1.00	0.00
Rec Aide Specialist	5.00	5.00	3.00	3.00	2.00	-1.00
Rec Aide Specialist -PT	1.25	1.25	1.75	1.75	1.75	0.00
Rec Events Program Coord.	1.00	1.00	1.00	1.00	1.00	0.00
Rev Events Superintendent	1.00	1.00	1.00	1.00	1.00	0.00
Recreation Business Mngr	1.00	1.00	1.00	1.00	1.00	0.00
Recreation Program Coord.	3.00	3.00	2.00	2.00	2.00	0.00
Skate Park Supervisor	1.00	1.00	1.00	1.00	0.00	-1.00
Sr. Recreation Manager	1.00	1.00	1.00	1.00	1.00	0.00
Tennis Program Coordinator	0.00	0.00	1.00	1.00	1.00	0.00
Tradesworker	1.00	1.00	1.00	1.00	1.00	0.00
<b>Total</b>	<b>58.75</b>	<b>58.75</b>	<b>61.75</b>	<b>61.75</b>	<b>61.75</b>	<b>0.00</b>

# Recreation & Parks Department

## Goals

1. Execute and update the Recreation Master Plan.
2. Maintain the fiscal health and affordability of recreation programming.
3. Maintain the current ratio of park land to number of residents.
4. Update recreation fees on an annual basis to maintain cost recovery.
5. Continue high levels of customer service, productivity and efficiency.
6. Continue to deliver a diverse range of recreation programs.
7. Develop new programming at Oviedo on the Park.
8. Attain national accreditation for Recreation and Parks.
9. Support civic pride and community participation.

## Performance Measurements

### Legend

Workload = Level of Productivity

▲ Impacted by COVID-19

Goal	Department Objective	Strategy/Measure	Performance Indicator	2018-19	2019-20	2020-21	2021-22
				Actual	Actual	Target	Target
4	Update recreation fees on an annual basis to maintain cost recovery.	Total revenue collected	Workload	1,621,426	532,366	1,548,700	1,573,100
		Percent cost recovery	30.00%	27.93%	10.20%	24.35%	30.14%
5	Continue high levels of customer service, productivity and efficiency.	# of work orders completed	Workload	2,651	2,933	2,976	2,544
		# of emergency work orders completed within 24 hours	100.00%	100.00%	75.00%	75.00%	100.00%
6	Continue to deliver a diverse range of recreation programming.	Total number of participants:					
		▲ Riverside recreation	Workload	10,875	919	8,741	1,343
		▲ Gym & Athletics	Workload	69,395	25,161	56,983	31,835
		▲ Aquatics	Workload	26,908	5,906	85,793	12,745
		▲ OOTP Events	Workload	61,467	22,710	37,962	38,200
		▲ OOTP Special Events	Workload	22,500	8,700	19,200	19,000

## Accomplishments

- See accomplishments for all Recreation & Parks Divisions on pages 37-43.

## Budget Highlights

The FY 2021-22 Adopted Budget of \$7,088,081, is an increase of \$354,600, or 5.27%, over the FY 2020-21 Adopted Budget of \$6,733,481. The increase is primarily attributable to the following:

- Wage increase for General Government employees;
- Wage increase for temporary employees;
- 8.7% Health Insurance premium rate increase;
- 10% increase in Workers Compensation and General Liability Insurance premiums;
- An increase in the contribution to the vehicle replacement plan;
- An increase in Repair and Maintenance for park equipment repairs;
- Purchase of various Capital Items in the amount of \$299,500:
  - Chemical Storage Building
  - Boston Hill Park Storage Building
  - Riverside Storage Shed
  - Thorgard Lightning Upgrade
  - Rebuilding of the Riverside Tennis Courts
  - Aquatic Facility Heat Pump Replacement
  - Riverside Pool heater replacement
  - Splash Pad Chemical Controller
  - Replacement of Ice Machines - Police

# Recreation & Parks Department

EXPENDITURE GROUPING	FY 2018-19 Actuals	FY 2019-20 Actuals	FY 2020-21 Adopted	FY 2020-21 Amended	FY 2021-22 Adopted
<b><u>SALARIES</u></b>					
Executive Salaries	\$ 124,536	\$ 136,362	\$ 134,292	\$ 134,292	\$ 141,477
Regular Salaries & Wages	1,784,265	1,944,990	2,230,482	2,219,482	2,279,791
Other Salaries & Wages	590,603	259,436	587,688	598,688	669,878
Overtime	48,690	41,840	43,859	51,359	42,950
Special Pay	2,059	1,349	371	371	645
FICA/Medicare Taxes	169,674	165,144	177,618	177,618	186,373
<b>Total Salaries</b>	<b>2,719,827</b>	<b>2,549,121</b>	<b>3,174,310</b>	<b>3,181,810</b>	<b>3,321,114</b>
<b><u>BENEFITS</u></b>					
Retirement Contributions	92,478	100,883	114,143	114,143	119,980
Health Insurance	606,830	664,449	798,363	798,363	892,497
Workers' Compensation	63,703	40,249	43,948	44,377	54,552
Unemployment	-	12,455	-	-	-
<b>Total Benefits</b>	<b>763,011</b>	<b>818,036</b>	<b>956,454</b>	<b>956,883</b>	<b>1,067,029</b>
<b><u>OPERATING EXPENDITURES</u></b>					
Professional Services	26,552	23,916	11,005	23,262	24,255
Other Contractual Services	297,753	150,058	414,560	344,669	410,314
Travel & Per-Diem	11,921	3,429	11,366	11,366	12,748
Communications & Freight	22,423	25,013	36,059	36,204	35,747
Freight & Postage Service	667	406	450	450	450
Utility Services	430,578	404,935	444,495	444,495	436,440
Rentals & Leases	157,296	218,064	181,878	186,778	255,750
Insurance	109,787	84,984	97,358	97,706	107,126
Repair and Maintenance	607,311	503,955	401,861	530,854	426,827
Printing and Binding	9,591	6,607	7,000	7,000	6,000
Promotional Activities	6,802	18,011	24,550	24,550	24,550
Other Current Charges	45,007	27,763	42,367	35,917	43,042
Office Supplies	13,073	9,018	15,889	15,889	15,889
Operating Supplies	539,644	354,902	552,392	533,526	574,463
Books, Publications, Subs	22,515	13,214	26,587	26,587	26,837
<b>Total Operating Expenditures</b>	<b>2,300,920</b>	<b>1,844,275</b>	<b>2,267,817</b>	<b>2,319,253</b>	<b>2,400,438</b>
<b><u>CAPITAL</u></b>					
Buildings	-	-	-	-	105,000
Improvements Other than Bldgs	15,850	-	314,900	249,347	148,000
Capital Assets	6,632	8,200	20,000	23,967	46,500
<b>Total Capital</b>	<b>22,482</b>	<b>8,200</b>	<b>334,900</b>	<b>273,314</b>	<b>299,500</b>
<b>Total Expenditures by Grouping</b>	<b>\$ 5,806,240</b>	<b>\$ 5,219,632</b>	<b>\$ 6,733,481</b>	<b>\$ 6,731,260</b>	<b>\$ 7,088,081</b>

## 5 Year Budget Projection

EXPENDITURE GROUPING	2022-23 Projection	2023-24 Projection	2024-25 Projection	2025-26 Projection	2026-27 Projection
Salaries	3,421,198	3,530,676	3,643,658	3,760,255	3,880,583
Benefits	1,152,391	1,244,583	1,344,149	1,451,681	1,577,977
Operating Expenditures	2,525,816	2,657,999	2,797,380	2,944,378	3,099,439
Capital	-	-	-	-	-
<b>Total Projection</b>	<b>\$ 7,099,405</b>	<b>\$ 7,433,258</b>	<b>\$ 7,785,187</b>	<b>\$ 8,156,314</b>	<b>\$ 8,558,000</b>



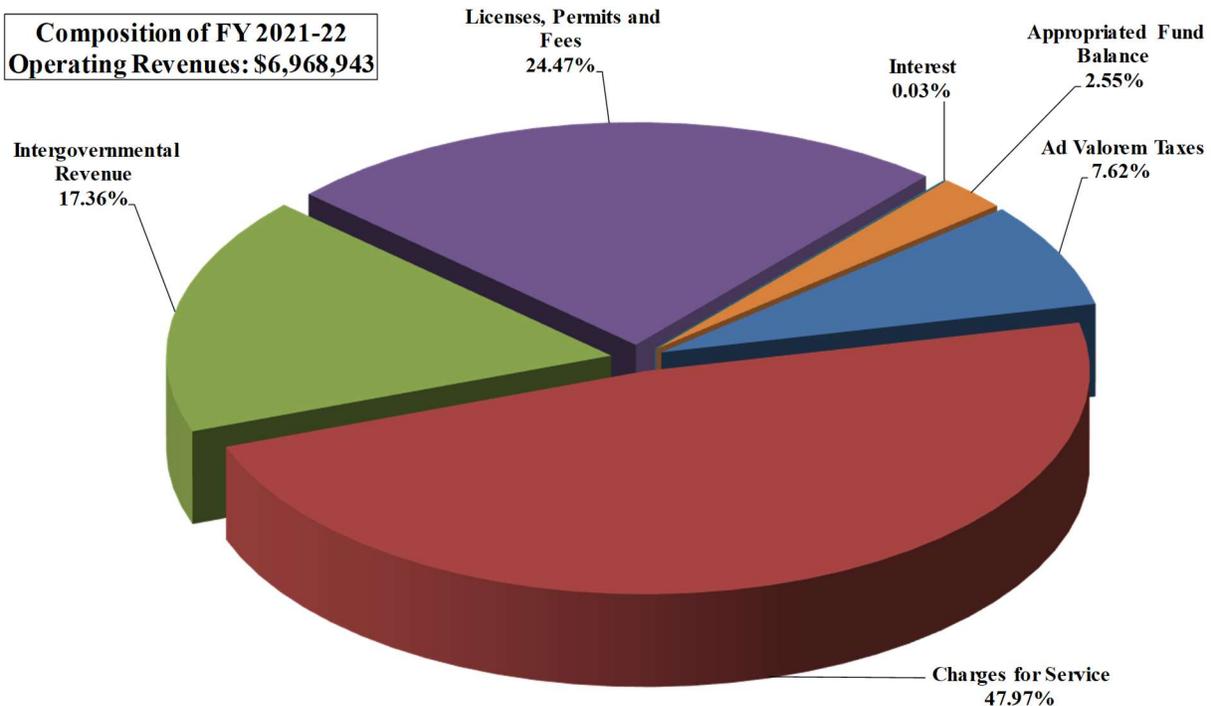
# **SPECIAL REVENUE FUNDS**

# Consolidated Summary Special Revenue Funds

## FY 2021-22 Budgeted Revenues

	CRA Fund	Capital Expansion Funds (A)	Transp. Improv Fund	Tree Bank Fund	Solid Waste Fund	Building Services Fund	Street Light Fund	Total All Funds
<b>BUDGETED REVENUES</b>								
Ad Valorem Taxes	\$ 530,971	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 530,971
Charges for Service	-	-	-	-	3,343,260	-	-	3,343,260
Intergovernmental Revenue	504,835	-	704,977	-	-	-	-	1,209,812
Licenses, Permits and Fees	-	209,000	-	-	-	500,600	995,931	1,705,531
Interest	-	-	1,000	-	750	-	-	1,750
Miscellaneous Revenue	-	-	-	-	-	-	-	-
<b>TOTAL OPERATING REVENUES</b>	<b>\$ 1,035,806</b>	<b>\$ 209,000</b>	<b>\$ 705,977</b>	<b>\$ -</b>	<b>\$ 3,344,010</b>	<b>\$ 500,600</b>	<b>\$ 995,931</b>	<b>\$ 6,791,324</b>
Appropriated Fund Balance	\$ -	\$ 115,000	\$ 22,619	\$ 40,000	\$ -	\$ -	\$ -	\$ 177,619
<b>TOTAL NON-OPERATING REVENUES</b>	<b>\$ -</b>	<b>\$ 115,000</b>	<b>\$ 22,619</b>	<b>\$ 40,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 177,619</b>
<b>TOTAL BUDGETED REVENUES AND FUND BALANCES</b>	<b>\$ 1,035,806</b>	<b>\$ 324,000</b>	<b>\$ 728,596</b>	<b>\$ 40,000</b>	<b>\$ 3,344,010</b>	<b>\$ 500,600</b>	<b>\$ 995,931</b>	<b>\$ 6,968,943</b>

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

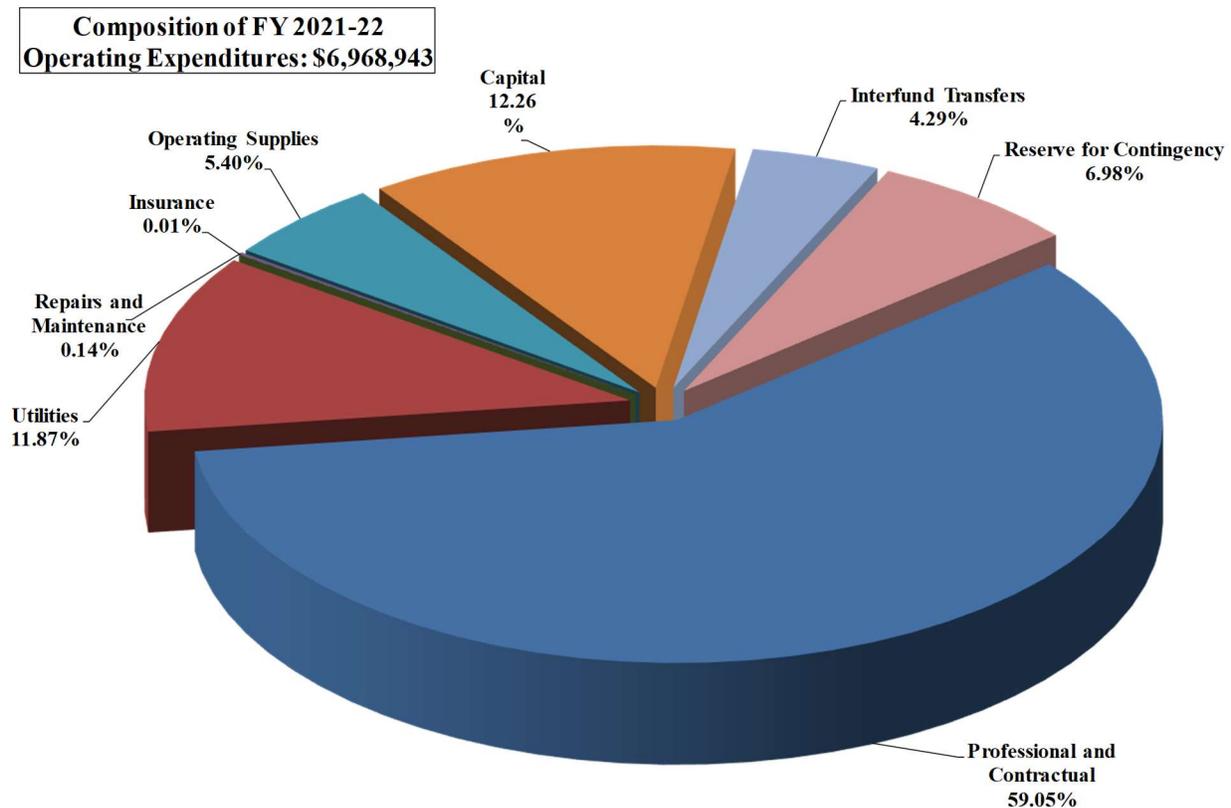


# Consolidated Summary Special Revenue Funds

## FY 2021-22 Budgeted Expenditures

	CRA Fund	Capital Expansion Funds (A)	Transp. Improv Fund	Tree Bank Fund	Solid Waste Fund	Building Services Fund	Street Light Fund	Total All Funds
<b>BUDGETED EXPENDITURES</b>								
Professional and Contractual	\$ 90,000	\$ -	\$ 418,596	\$ -	\$ 3,237,900	\$ 360,432	\$ 8,500	\$ 4,115,428
Communications and Utilities	-	-	-	-	-	10,887	816,000	826,887
Insurance	-	-	-	-	-	714	-	714
Repairs and Maintenance	-	-	10,000	-	-	-	-	10,000
Operating Supplies	55,000	-	250,000	40,000	-	26,127	4,980	376,107
Unleaded and Diesel Fuel	-	-	-	-	-	-	-	-
Vehicle Replacement	-	-	-	-	-	-	-	-
Capital	604,630	200,000	50,000	-	-	-	-	854,630
<b>TOTAL OPERATING EXPENDITURES</b>	<b>\$ 749,630</b>	<b>\$ 200,000</b>	<b>\$ 728,596</b>	<b>\$ 40,000</b>	<b>\$ 3,237,900</b>	<b>\$ 398,160</b>	<b>\$ 829,480</b>	<b>\$ 6,183,766</b>
Transfers out	\$ 248,528	\$ -	\$ -	\$ -	\$ -	\$ 50,177	\$ -	\$ 298,705
Reserve for Contingency	37,648	124,000	-	-	106,110	52,263	166,451	486,472
<b>TOTAL NON-OPERATING EXPENDITURES</b>	<b>\$ 286,176</b>	<b>\$ 124,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 106,110</b>	<b>\$ 102,440</b>	<b>\$ 166,451</b>	<b>\$ 785,177</b>
<b>TOTAL APPROPRIATED EXPENDITURES AND RESERVES</b>	<b>\$ 1,035,806</b>	<b>\$ 324,000</b>	<b>\$ 728,596</b>	<b>\$ 40,000</b>	<b>\$ 3,344,010</b>	<b>\$ 500,600</b>	<b>\$ 995,931</b>	<b>\$ 6,968,943</b>

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



# Oviedo CRA Fund (015)

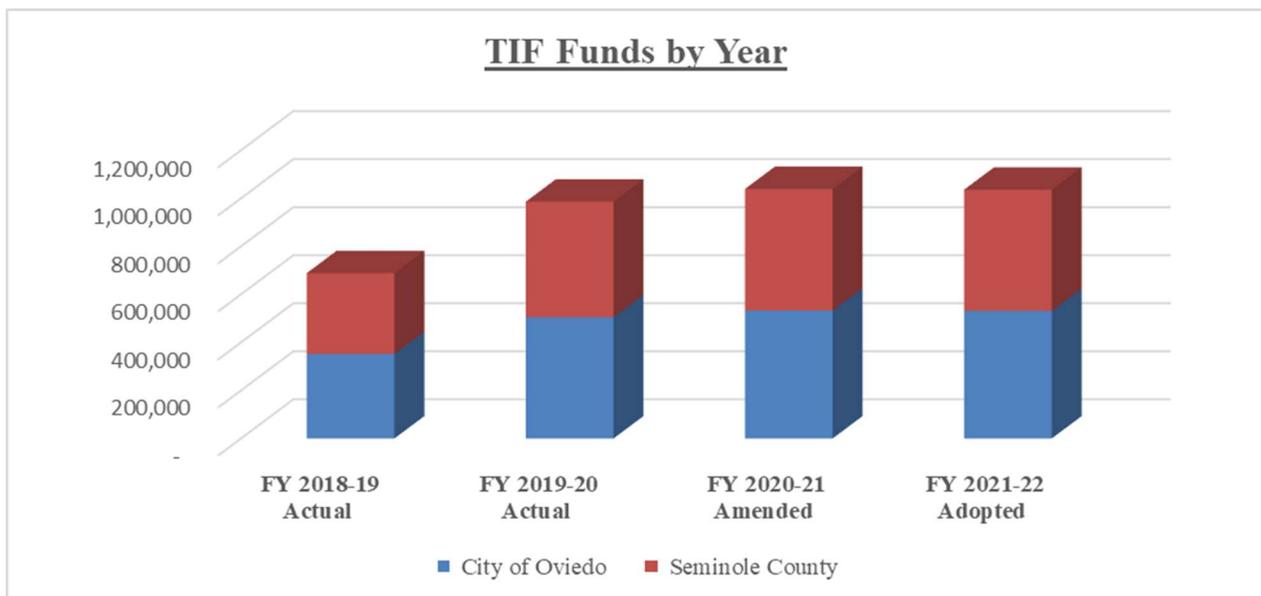
## Description

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 2021-22, 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)

REVENUE GROUPING	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2020-21 Amended	FY 2021-22 Adopted
<b><u>Operating Revenues</u></b>					
Property Taxes	351,886	504,866	532,312	532,312	530,971
Intergovernmental	336,566	481,234	506,554	506,554	504,835
Interest/Change in Fair Value	15,598	12,730	-	-	-
<b>Total Operating Revenues</b>	<b>704,050</b>	<b>998,830</b>	<b>1,038,866</b>	<b>1,038,866</b>	<b>1,035,806</b>
<b><u>Appropriated for other eligible Capital Projects</u></b>					
	-	-	30,555	937,580	-
<b>Total Revenues</b>	<b>\$ 704,050</b>	<b>\$ 998,830</b>	<b>\$ 1,069,421</b>	<b>\$ 1,976,446</b>	<b>\$ 1,035,806</b>
EXPENDITURE GROUPING	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2020-21 Amended	FY 2021-22 Adopted
<b><u>Operating Expenditures</u></b>					
Professional and Contractual	43,166	90,000	57,500	232,848	90,000
Operating Supplies	2,674	2,797	45,000	25,000	55,000
<b>Total Operating Expenditures</b>	<b>45,840</b>	<b>92,797</b>	<b>102,500</b>	<b>257,848</b>	<b>145,000</b>
<b><u>Capital</u></b>					
Improv Other than Buildings	51,872	300,058	500,000	1,465,150	604,630
<b>Total Capital</b>	<b>51,872</b>	<b>300,058</b>	<b>500,000</b>	<b>1,465,150</b>	<b>604,630</b>
<b>Transfers out</b>	<b>263,288</b>	<b>258,368</b>	<b>253,448</b>	<b>253,448</b>	<b>248,528</b>
<b>Reserve for Contingencies</b>	<b>-</b>	<b>-</b>	<b>213,473</b>	<b>-</b>	<b>37,648</b>
<b>Total Expenditures</b>	<b>\$ 361,000</b>	<b>\$ 651,223</b>	<b>\$ 1,069,421</b>	<b>\$ 1,976,446</b>	<b>\$ 1,035,806</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. On November 4, 2013, City Council adopted Ordinance No. 1576 which amended Part II, Chapter 28, Impact Fees for Fire Rescue, Law Enforcement, Recreation & Parks, and Administrative Facilities, and converted Transportation Impact Fees to Multimodal Fees. The last update to the Impact Schedules occurred on June 3, 2019 through the adoption of Ordinance No. 1683. Ordinance No. 1683 amended Chapter 28, Articles I and II, updated the Impact Fees and adopted an Impact Fee update study.

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.

REVENUE GROUPING	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2020-21 Amended	FY 2021-22 Adopted
<b><u>Operating Revenues</u></b>					
Licenses, Permits and Fees	82,642	29,945	45,000	45,000	34,000
Interest/Change in Fair Value	4,237	1,231	-	-	-
<b>Total Operating Revenues</b>	<b>86,879</b>	<b>31,176</b>	<b>45,000</b>	<b>45,000</b>	<b>34,000</b>
<b><u>Appropriated Fund Balance</u></b>	-	-	85,457	85,457	-
<b>Total Revenues</b>	<b>\$ 86,879</b>	<b>\$ 31,176</b>	<b>\$ 130,457</b>	<b>\$ 130,457</b>	<b>\$ 34,000</b>

EXPENDITURE GROUPING	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2020-21 Amended	FY 2021-22 Adopted
<b><u>Transfers out</u></b>	127,358	130,748	130,457	130,457	-
<b><u>Reserve for Contingencies</u></b>	-	-	-	-	34,000
<b>Total Expenditures</b>	<b>\$ 127,358</b>	<b>\$ 130,748</b>	<b>\$ 130,457</b>	<b>\$ 130,457</b>	<b>\$ 34,000</b>

# Transportation Impact Fee Fund (102)

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## **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. On November 4, 2013, City Council adopted Ordinance No. 1576 which amended Part II, Chapter 28, Impact Fees for Fire Rescue, Law Enforcement, Recreation & Parks, and Administrative Facilities, and converted Transportation Impact Fees to Multimodal Fees. The last update to the Impact Schedules occurred on June 3, 2019 through the adoption of Ordinance No. 1683. Ordinance No. 1683 amended Chapter 28, Articles I and II, updated the Impact Fees and adopted an Impact Fee update study.

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.

# Transportation Impact Fee Fund (102)

REVENUE GROUPING	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2020-21 Amended	FY 2021-22 Adopted
<b><u>Operating Revenues</u></b>					
Licenses, Permits and Fees	285,434	121,602	80,000	100,000	85,000
Interest/Change in Fair Value	6,426	4,704	-	-	-
<b>Total Operating Revenues</b>	<b>291,860</b>	<b>126,306</b>	<b>80,000</b>	<b>100,000</b>	<b>85,000</b>
<b><u>Appropriated Fund Balance</u></b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>303,070</b>	<b>115,000</b>
<b>Total Revenues</b>	<b>\$ 291,860</b>	<b>\$ 126,306</b>	<b>\$ 80,000</b>	<b>\$ 403,070</b>	<b>\$ 200,000</b>
EXPENDITURE GROUPING	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2020-21 Amended	FY 2021-22 Adopted
<b><u>Capital</u></b>					
Improv Other than Buildings	95,121	3,658	50,000	353,070	200,000
<b>Total Capital</b>	<b>95,121</b>	<b>3,658</b>	<b>50,000</b>	<b>353,070</b>	<b>200,000</b>
<b><u>Transfers out</u></b>	<b>106,025</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b><u>Reserve for Contingencies</u></b>	<b>-</b>	<b>-</b>	<b>30,000</b>	<b>50,000</b>	<b>-</b>
<b>Total Expenditures</b>	<b>\$ 201,146</b>	<b>\$ 3,658</b>	<b>\$ 80,000</b>	<b>\$ 403,070</b>	<b>\$ 200,000</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.

REVENUE GROUPING	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2020-21 Amended	FY 2021-22 Adopted
<b><u>Operating Revenues</u></b>					
Fines and Forfeitures	9,605	-	-	-	-
Miscellaneous	-	2,420	-	-	-
Interest/Change in Fair Value	604	373	-	-	-
<b>Total Operating Revenues</b>	<b>10,209</b>	<b>2,793</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Revenues</b>	<b>\$ 10,209</b>	<b>\$ 2,793</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

EXPENDITURE GROUPING	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2020-21 Amended	FY 2021-22 Adopted
<b><u>Operating Expenditures</u></b>					
Operating Supplies	13,500	5,000	-	-	-
<b>Total Operating Expenditures</b>	<b>13,500</b>	<b>5,000</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Expenditures</b>	<b>\$ 13,500</b>	<b>\$ 5,000</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.

REVENUE GROUPING	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2020-21 Amended	FY 2021-22 Adopted
<b>Operating Revenues</b>					
Intergovernmental	857,859	701,378	675,251	675,251	704,977
Interest/Change in Fair Value	5,865	6,957	900	900	1,000
<b>Total Operating Revenues</b>	<b>863,724</b>	<b>708,335</b>	<b>676,151</b>	<b>676,151</b>	<b>705,977</b>
<b>Appropriated Fund Balance</b>	-	-	105,526	426,949	22,619
<b>Total Revenues</b>	<b>\$ 863,724</b>	<b>\$ 708,335</b>	<b>\$ 781,677</b>	<b>\$ 1,103,100</b>	<b>\$ 728,596</b>
EXPENDITURE GROUPING	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2020-21 Amended	FY 2021-22 Adopted
<b>Operating Expenditures</b>					
Professional and Contractual	256,719	297,343	256,677	268,150	418,596
Repairs and Maintenance	192,723	5,857	10,000	28,637	10,000
Operating Supplies	80,620	28,960	300,000	694,456	250,000
<b>Total Operating Expenditures</b>	<b>530,062</b>	<b>332,160</b>	<b>566,677</b>	<b>991,243</b>	<b>678,596</b>
<b>Capital</b>					
Improv Other than Buildings	41,006	25,188	215,000	111,857	50,000
<b>Total Capital</b>	<b>41,006</b>	<b>25,188</b>	<b>215,000</b>	<b>111,857</b>	<b>50,000</b>
<b>Transfers out</b>	<b>41,608</b>	-	-	-	-
<b>Total Expenditures</b>	<b>\$ 612,676</b>	<b>\$ 357,348</b>	<b>\$ 781,677</b>	<b>\$ 1,103,100</b>	<b>\$ 728,596</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.

REVENUE GROUPING	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2020-21 Amended	FY 2021-22 Adopted
<b>Operating Revenues</b>					
Fines and Forfeitures	24,914	17,453	-	-	-
Interest/Change in Fair Value	3,823	1,285	-	-	-
<b>Total Operating Revenues</b>	<b>28,737</b>	<b>18,738</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Appropriated Fund Balance</b>	<b>-</b>	<b>-</b>	<b>50,000</b>	<b>53,784</b>	<b>-</b>
<b>Total Revenues</b>	<b>\$ 28,737</b>	<b>\$ 18,738</b>	<b>\$ 50,000</b>	<b>\$ 53,784</b>	<b>\$ -</b>
EXPENDITURE GROUPING	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2020-21 Amended	FY 2021-22 Adopted
<b>Transfers out</b>	<b>92,000</b>	<b>53,366</b>	<b>50,000</b>	<b>53,784</b>	<b>-</b>
<b>Total Expenditures</b>	<b>\$ 92,000</b>	<b>\$ 53,366</b>	<b>\$ 50,000</b>	<b>\$ 53,784</b>	<b>\$ -</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. On November 4, 2013, City Council adopted Ordinance No. 1576 which amended Part II, Chapter 28, Impact Fees for Fire Rescue, Law Enforcement, Recreation & Parks, and Administrative Facilities, and converted Transportation Impact Fees to Multimodal Fees. The last update to the Impact Schedules occurred on June 3, 2019 through the adoption of Ordinance No. 1683. Ordinance No. 1683 amended Chapter 28, Articles I and II, updated the Impact Fees and adopted an Impact Fee update study.

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.

REVENUE GROUPING	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2020-21 Amended	FY 2021-22 Adopted
<b>Operating Revenues</b>					
Licenses, Permits and Fees	36,929	18,994	30,000	30,000	27,500
Interest/Change in Fair Value	2,833	1,778	-	-	-
<b>Total Operating Revenues</b>	<b>39,762</b>	<b>20,772</b>	<b>30,000</b>	<b>30,000</b>	<b>27,500</b>
<b>Total Revenues</b>	<b>\$ 39,762</b>	<b>\$ 20,772</b>	<b>\$ 30,000</b>	<b>\$ 30,000</b>	<b>\$ 27,500</b>
EXPENDITURE GROUPING	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2020-21 Amended	FY 2021-22 Adopted
<b>Operating Expenses</b>					
Operating Supplies	-	10,525	-	-	-
<b>Total Operating Expenses</b>	<b>-</b>	<b>10,525</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Transfers out</b>	<b>49,390</b>	<b>40,000</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Reserve for Contingencies</b>	<b>-</b>	<b>-</b>	<b>30,000</b>	<b>30,000</b>	<b>27,500</b>
<b>Total Expenditures</b>	<b>\$ 49,390</b>	<b>\$ 50,525</b>	<b>\$ 30,000</b>	<b>\$ 30,000</b>	<b>\$ 27,500</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. On November 4, 2013, City Council adopted Ordinance No. 1576 which amended Part II, Chapter 28, Impact Fees for Fire Rescue, Law Enforcement, Recreation & Parks, and Administrative Facilities, and converted Transportation Impact Fees to Multimodal Fees. The last update to the Impact Schedules occurred on June 3, 2019 through the adoption of Ordinance No. 1683. Ordinance No. 1683 amended Chapter 28, Articles I and II, updated the Impact Fees and adopted an Impact Fee update study.

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.

REVENUE GROUPING	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2020-21 Amended	FY 2021-22 Adopted
<b>Operating Revenues</b>					
Licenses, Permits and Fees	66,048	20,844	30,000	30,000	27,500
Interest/Change in Fair Value	1,941	1,003	-	-	-
<b>Total Operating Revenues</b>	<b>67,989</b>	<b>21,847</b>	<b>30,000</b>	<b>30,000</b>	<b>27,500</b>
<b>Appropriated Fund Balance</b>	-	-	30,000	30,000	-
<b>Total Revenues</b>	<b>\$ 67,989</b>	<b>\$ 21,847</b>	<b>\$ 60,000</b>	<b>\$ 60,000</b>	<b>\$ 27,500</b>
EXPENDITURE GROUPING	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2020-21 Amended	FY 2021-22 Adopted
<b>Transfers out</b>	30,000	100,000	30,000	30,000	-
<b>Reserve for Contingencies</b>	-	-	30,000	30,000	27,500
<b>Total Expenditures</b>	<b>\$ 30,000</b>	<b>\$ 100,000</b>	<b>\$ 60,000</b>	<b>\$ 60,000</b>	<b>\$ 27,500</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.

REVENUE GROUPING	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2020-21 Amended	FY 2021-22 Adopted
<b>Operating Revenues</b>					
Licenses, Permits and Fees	38,191	46,032	30,000	30,000	35,000
Miscellaneous	400,000	-	-	-	-
Interest/Change in Fair Value	1,909	503	-	-	-
<b>Total Operating Revenues</b>	<b>440,100</b>	<b>46,535</b>	<b>30,000</b>	<b>30,000</b>	<b>35,000</b>
<b>Appropriated Fund Balance</b>	-	-	-	80,000	-
<b>Total Revenues</b>	<b>\$ 440,100</b>	<b>\$ 46,535</b>	<b>\$ 30,000</b>	<b>\$ 110,000</b>	<b>\$ 35,000</b>

EXPENDITURE GROUPING	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2020-21 Amended	FY 2021-22 Adopted
<b>Transfers out</b>	-	-	-	80,000	-
<b>Reserve for Contingencies</b>	-	-	30,000	30,000	35,000
<b>Total Expenditures</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 30,000</b>	<b>\$ 110,000</b>	<b>\$ 35,000</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.

REVENUE GROUPING	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2020-21 Amended	FY 2021-22 Adopted
<b><u>Operating Revenues</u></b>					
Fines and Forfeitures	50,900	17,700	-	-	-
Interest/Change in Fair Value	6,058	3,739	-	-	-
<b>Total Operating Revenues</b>	<b>56,958</b>	<b>21,439</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b><u>Appropriated Fund Balance</u></b>	<b>-</b>	<b>-</b>	<b>190,000</b>	<b>190,000</b>	<b>40,000</b>
<b>Total Revenues</b>	<b>\$ 56,958</b>	<b>\$ 21,439</b>	<b>\$ 190,000</b>	<b>\$ 190,000</b>	<b>\$ 40,000</b>

EXPENDITURE GROUPING	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2020-21 Amended	FY 2021-22 Adopted
<b><u>Operating Expenditures</u></b>					
Operating Supplies	20,443	-	40,000	40,000	40,000
<b>Total Operating Expenditures</b>	<b>20,443</b>	<b>-</b>	<b>40,000</b>	<b>40,000</b>	<b>40,000</b>
<b><u>Reserve for Contingencies</u></b>	<b>-</b>	<b>-</b>	<b>150,000</b>	<b>109,932</b>	<b>-</b>
<b>Total Expenditures</b>	<b>\$ 20,443</b>	<b>\$ -</b>	<b>\$ 190,000</b>	<b>\$ 190,000</b>	<b>\$ 40,000</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.

REVENUE GROUPING	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2020-21 Amended	FY 2021-22 Adopted
<u>Interfund Transfers</u>	41,608	-	-	-	-
<b>Total Revenues</b>	<b>\$ 41,608</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

EXPENDITURE GROUPING	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2020-21 Amended	FY 2021-22 Adopted
<u>Operating Expenditures</u>					
Repairs and Maintenance	-	5,831	-	-	-
<b>Total Operating Expenditures</b>	<b>-</b>	<b>5,831</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Expenditures</b>	<b>\$ -</b>	<b>\$ 5,831</b>	<b>\$ -</b>	<b>\$ -</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, Waste Pro of Florida.



On September 21, 2020, City Council adopted Resolution 3958-20, approving an Exclusive Residential Solid Waste, Recycling, Yard Waste and Bulk Waste Collection, Transport, and Disposal Services Franchise Agreement with Waste Pro of Florida. The agreement became effective October 1, 2020. The initial term of the Agreement is five (5) years. At the option of the City, the agreement shall be automatically renewed for two (2) additional terms of one (1) year each. The residential rate charged to customers is \$25.00 per month. The City bills customers for the actual services provided, plus franchise and administrative fees.

There are two (2) main cost components of the Waste Pro contract, the collection cost and the disposal cost. Under the new agreement, the City pays Waste Pro a flat rate per customer of \$16.84 per month for residential solid waste and recycling collection. In addition, the City pays Seminole County actual costs each month for residential disposal and processing costs.

REVENUE GROUPING	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2020-21 Amended	FY 2021-22 Adopted
<b>Operating Revenues</b>					
Intergovernmental	7,834	-	-	-	-
Charges for Services	2,623,016	2,778,272	3,034,530	3,034,530	3,343,260
Interest/Change in Fair Value	2,399	2,664	750	750	750
<b>Total Operating Revenues</b>	<b>2,633,249</b>	<b>2,780,936</b>	<b>3,035,280</b>	<b>3,035,280</b>	<b>3,344,010</b>
<b>Interfund Transfers</b>	100,000	-	-	-	-
<b>Total Revenues</b>	<b>\$ 2,733,249</b>	<b>\$ 2,780,936</b>	<b>\$ 3,035,280</b>	<b>\$ 3,035,280</b>	<b>\$ 3,344,010</b>
EXPENDITURE GROUPING	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2020-21 Amended	FY 2021-22 Adopted
<b>Operating Expenditures</b>					
Professional and Contractual	2,598,693	2,744,509	3,027,030	3,027,030	3,237,900
Operating Supplies	5,085	6,867	-	-	-
<b>Total Operating Expenditures</b>	<b>2,603,778</b>	<b>2,751,376</b>	<b>3,027,030</b>	<b>3,027,030</b>	<b>3,237,900</b>
<b>Reserve for Contingencies</b>	-	-	8,250	8,250	106,110
<b>Total Expenditures</b>	<b>\$ 2,603,778</b>	<b>\$ 2,751,376</b>	<b>\$ 3,035,280</b>	<b>\$ 3,035,280</b>	<b>\$ 3,344,010</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

1. Ensure that new development or redevelopment is done in a sustainable manner.
2. Monitor and oversee improved permitting process.
3. Continue high levels of customer service, productivity, and efficiency.

## Performance Outcomes

### Legend

Workload = Number or percent that is dependent on business operations  
 Output = actual production, customer base, physical assets or inventories  
 ★ Impacted by new construction and growth

Goal	Department Objective	Strategy/Measure	Performance Indicator	2018-19	2019-20	2020-21	2021-22
				Actual	Actual (1)	Target	Target
2	Monitor and oversee improved permitting process	★ # of inspections completed	Workload	9,967	14,229	8,260	9,100
		# re-inspections required	Workload	1,897	3,315	1,310	1,402
		★ # plans reviewed	Workload	1,891	1,905	1,789	1,850
		# of plans reviewed requiring corrections	Workload	329	390	305	331
		Total revenue generated	Output	810,058	529,389	491,000	500,600
		% of inspections requiring re-inspection	Workload	23.12%	19.00%	15.86%	15.41%
		% of plans reviewed requiring correction	Workload	17.40%	20.47%	17.05%	17.89%
		Average # of days for all plan reviews	5	5.00	4.25	5.00	5.00

(1) FY 2018-19 Actuals have been amended.

## Budget Highlights

The FY 2021-22 Adopted Budget of \$500,600, is an increase of \$9,600, or 1.96%, over the FY 2020-21 Adopted Budget of \$491,000. The increase is primarily attributable to the following:

- An increase in the projected building revenues and corresponding increase in professional/contractual fees to PDCS.

# Building Services Fund (120)

REVENUE GROUPING	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2020-21 Amended	FY 2021-22 Adopted
<b><u>Operating Revenues</u></b>					
Intergovernmental	-	3,705	-	-	-
Licenses, Permits and Fees	804,104	523,112	491,000	491,000	500,600
Miscellaneous	35	-	-	-	-
Interest/Change in Fair Value	5,919	2,572	-	-	-
<b>Total Operating Revenues</b>	<b>810,058</b>	<b>529,389</b>	<b>491,000</b>	<b>491,000</b>	<b>500,600</b>
<b>Total Revenues</b>	<b>\$ 810,058</b>	<b>\$ 529,389</b>	<b>\$ 491,000</b>	<b>\$ 491,000</b>	<b>\$ 500,600</b>
EXPENDITURE GROUPING	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2020-21 Amended	FY 2021-22 Adopted
<b><u>Operating Expenditures</u></b>					
Professional and Contractual	578,955	377,767	352,800	352,800	360,432
Communications	2,394	2,445	2,625	2,438	2,587
Utilities	8,219	7,935	8,417	8,417	8,300
Rentals and Leases	1,210	1,210	1,211	1,211	1,211
Insurance	729	549	649	649	714
Operating Supplies	18,016	22,494	19,066	20,066	19,986
Other	633	2,258	4,930	4,930	4,930
<b>Total Operating Expenditures</b>	<b>610,156</b>	<b>414,658</b>	<b>389,698</b>	<b>390,511</b>	<b>398,160</b>
<b>Transfers out</b>	<b>155,764</b>	<b>150,868</b>	<b>100,365</b>	<b>100,365</b>	<b>50,177</b>
<b>Reserve for Contingencies</b>	<b>-</b>	<b>-</b>	<b>937</b>	<b>124</b>	<b>52,263</b>
<b>Total Expenditures</b>	<b>\$ 765,920</b>	<b>\$ 565,526</b>	<b>\$ 491,000</b>	<b>\$ 491,000</b>	<b>\$ 500,600</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.

REVENUE GROUPING	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2020-21 Amended	FY 2021-22 Adopted
<b>Operating Revenues</b>					
Fines and Forfeitures	66,737	41,536	-	-	-
Interest/Change in Fair Value	3,707	2,137	-	-	-
<b>Total Operating Revenues</b>	70,444	43,673	-	-	-
<b>Appropriated Fund Balance</b>	-	-	-	85,411	-
<b>Total Revenues</b>	<b>\$ 70,444</b>	<b>\$ 43,673</b>	<b>\$ -</b>	<b>\$ 85,411</b>	<b>\$ -</b>
EXPENDITURE GROUPING	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2020-21 Amended	FY 2021-22 Adopted
<b>Operating Expenditures</b>					
Operating Supplies	45,606	10,269	-	47,419	-
<b>Total Operating Expenditures</b>	45,606	10,269	-	47,419	-
<b>Transfers out</b>	-	-	-	37,992	-
<b>Total Expenditures</b>	<b>\$ 45,606</b>	<b>\$ 10,269</b>	<b>\$ -</b>	<b>\$ 85,411</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.

REVENUE GROUPING	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2020-21 Amended	FY 2021-22 Adopted
<b><u>Operating Revenues</u></b>					
Miscellaneous	38,761	18,936	-	-	-
Interest/Change in Fair Value	662	406	-	-	-
<b>Total Operating Revenues</b>	<b>39,423</b>	<b>19,342</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Revenues</b>	<b>\$ 39,423</b>	<b>\$ 19,342</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
EXPENDITURE GROUPING	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2020-21 Amended	FY 2021-22 Adopted
<b><u>Operating Expenditures</u></b>					
Operating Supplies	30,624	18,812	-	-	-
<b>Total Operating Expenditures</b>	<b>30,624</b>	<b>18,812</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Expenditures</b>	<b>\$ 30,624</b>	<b>\$ 18,812</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.

REVENUE GROUPING	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2020-21 Amended	FY 2021-22 Adopted
<b><u>Operating Revenues</u></b>					
Fines and Forfeitures	12,646	4,735	-	-	-
Interest/Change in Fair Value	1,251	782	-	-	-
<b>Total Operating Revenues</b>	13,897	5,517	-	-	-
<b>Total Revenues</b>	\$ 13,897	\$ 5,517	\$ -	\$ -	\$ -
EXPENDITURE GROUPING	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2020-21 Amended	FY 2021-22 Adopted
<b><u>Operating Expenditures</u></b>					
Other	1,132	19,990	-	-	-
<b>Total Operating Expenditures</b>	1,132	19,990	-	-	-
<b>Total Expenditures</b>	\$ 1,132	\$ 19,990	\$ -	\$ -	\$ -

# 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.

REVENUE GROUPING	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2020-21 Amended	FY 2021-22 Adopted
<b><u>Operating Revenues</u></b>					
Miscellaneous	18,500	4,238	-	-	-
Interest/Change in Fair Value	577	363	-	-	-
<b>Total Operating Revenues</b>	<b>19,077</b>	<b>4,601</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Revenues</b>	<b>\$ 19,077</b>	<b>\$ 4,601</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

EXPENDITURE GROUPING	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2020-21 Amended	FY 2021-22 Adopted
<b><u>Operating Expenditures</u></b>					
Professional and Contractual	500	500	-	-	-
Operating Supplies	-	4,709	-	-	-
<b>Total Operating Expenditures</b>	<b>500</b>	<b>5,209</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Expenditures</b>	<b>\$ 500</b>	<b>\$ 5,209</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.

REVENUE GROUPING	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2020-21 Amended	FY 2021-22 Adopted
<b>Operating Revenues</b>					
Miscellaneous	8,441	18,830	-	-	-
Interest/Change in Fair Value	220	333	-	-	-
<b>Total Operating Revenues</b>	<b>8,661</b>	<b>19,163</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Revenues</b>	<b>\$ 8,661</b>	<b>\$ 19,163</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
EXPENDITURE GROUPING	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2020-21 Amended	FY 2021-22 Adopted
<b>Reserve for Contingencies</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.

REVENUE GROUPING	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2020-21 Amended	FY 2021-22 Adopted
<b><u>Operating Revenues</u></b>					
Licenses, Permits and Fees	990,565	995,766	991,774	991,774	995,931
Interest/Change in Fair Value	9,993	7,418	-	-	-
<b>Total Operating Revenues</b>	<b>1,000,558</b>	<b>1,003,184</b>	<b>991,774</b>	<b>991,774</b>	<b>995,931</b>
<b><u>Appropriated Fund Balance</u></b>	<b>-</b>	<b>-</b>	<b>200,000</b>	<b>368,122</b>	<b>-</b>
<b>Total Revenues</b>	<b>\$ 1,000,558</b>	<b>\$ 1,003,184</b>	<b>\$ 1,191,774</b>	<b>\$ 1,359,896</b>	<b>\$ 995,931</b>
EXPENDITURE GROUPING	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2020-21 Amended	FY 2021-22 Adopted
<b><u>Operating Expenditures</u></b>					
Professional and Contractual	8,500	8,500	8,500	8,500	8,500
Utilities	819,091	802,503	825,097	825,097	816,000
Operating Supplies	6,538	7,002	4,910	4,910	4,980
<b>Total Operating Expenditures</b>	<b>834,129</b>	<b>818,005</b>	<b>838,507</b>	<b>838,507</b>	<b>829,480</b>
<b><u>Capital</u></b>					
Improv Other than Buildings	-	-	200,000	521,122	-
<b>Total Capital</b>	<b>-</b>	<b>-</b>	<b>200,000</b>	<b>521,122</b>	<b>-</b>
<b><u>Reserve for Contingencies</u></b>	<b>-</b>	<b>-</b>	<b>153,267</b>	<b>267</b>	<b>166,451</b>
<b>Total Expenditures</b>	<b>\$ 834,129</b>	<b>\$ 818,005</b>	<b>\$ 1,191,774</b>	<b>\$ 1,359,896</b>	<b>\$ 995,931</b>

# American Rescue Plan Fund (155)

## Description

On March 22, 2021, President Joseph R. Biden Jr. signed into law the American Rescue Plan Act of 2021 (ARPA). Allocated within this Legislation is \$362 billion in Coronavirus State and Local Fiscal Recovery Funds. This funding provides direct payments to address the economic effects of COVID-19 on State, Local and Tribal Governments in the United States. On September 20, 2021 City Council adopted Resolution No. 4133-21, which approved the American Rescue Plan Act Local Fiscal Recovery Fund Agreement with the State of Florida, Division of Emergency Management (FDEM). The City of Oviedo will receive \$20,965,734 which will be divided into two (2) equal payments. The first payment of \$10,482,867 has been received, and the second will occur in 2022.

REVENUE GROUPING	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2020-21 Amended	FY 2021-22 Adopted
<b>Operating Revenues</b>					
Intergovernmental	-	-	-	10,482,867	-
<b>Total Operating Revenues</b>	-	-	-	10,482,867	-
<b>Total Revenues</b>	\$ -	\$ -	\$ -	\$ 10,482,867	\$ -

EXPENDITURE GROUPING	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2020-21 Amended	FY 2021-22 Adopted
<b>Reserve for Contingencies</b>	-	-	-	10,482,867	-
<b>Total Expenditures</b>	\$ -	\$ -	\$ -	\$ 10,482,867	\$ -



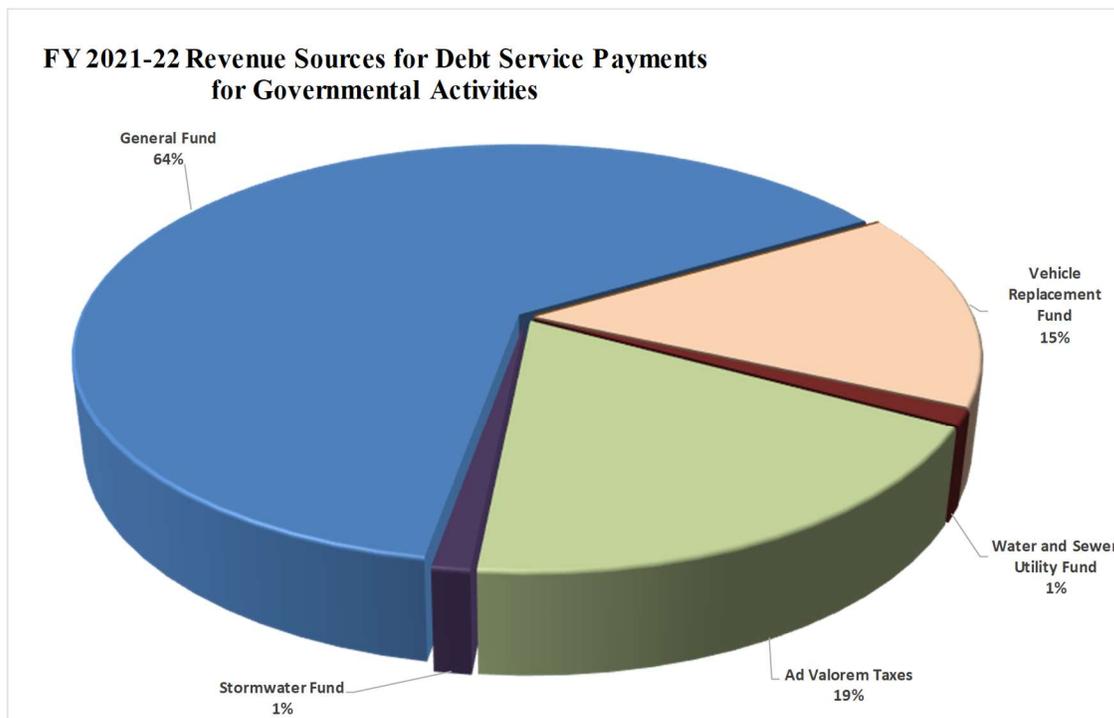
# DEBT SERVICE FUNDS

# Schedule of Debt Service Requirements

## Governmental Activities

	FY 2021-22 Debt Service Requirements	Percent of Total Debt Service Requirement	Total Debt Service Requirements		
			Principal Outstanding 10/1/2021	Total Interest to Maturity at 10/1/2021	Requirements to Maturity
<b>Governmental Activities:</b>					
<i>Revenue Notes</i>					
Public Improvement Refunding Revenue Note Series 2012A	720,622	27.50%	1,413,000	27,538	1,440,538
Capital Improvement Refunding Revenue Note Series 2012B	390,906	14.92%	2,446,000	249,701	2,695,701
Capital Improvement Refunding Revenue Note Series 2012C	61,123	2.33%	177,000	5,644	182,644
Capital Improvement Refunding Revenue Note Series 2012D	106,762	4.07%	504,000	30,326	534,326
Public Improvement Revenue Note Series 2013	354,900	13.55%	2,400,000	234,240	2,634,240
Limited Ad Valorem Revenue Note Series 2013	489,150	18.67%	5,183,000	1,173,332	6,356,332
<i>Leases</i>					
2015 Fire Lease	34,473	1.32%	34,307	166	34,473
2016 Vehicle Equipment Lease	146,328	5.58%	275,887	4,575	280,462
2018 SCBA Lease	66,093	2.52%	127,545	4,640	132,185
2020 Equipment Lease	249,691	9.53%	1,029,939	26,968	1,056,907
<b>Total Governmental Activities</b>	<b>\$ 2,620,048</b>	<b>100.00%</b>	<b>\$ 13,590,678</b>	<b>\$ 1,757,130</b>	<b>\$ 15,347,808</b>

<b>Budget Guidelines:</b>	Actual	Guideline	General Fund Operating Revenues	2021 Gross Taxable Value
Debt Service on revenue bonds as a percent of General Fund Operating Revenues should not exceed 10%	6.20%	< 10%	34,239,804	
The City shall limit its long term debt (excluding revenue bonds) to no more than three percent (3%) of the gross taxable value of the City.	0.41%	<3%		3,326,843,346



# Public Improvement Revenue Bonds

## Fund 201

REVENUE GROUPING	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2020-21 Amended	FY 2021-22 Adopted
<b><u>Operating Revenues</u></b>					
<b><u>Transfers in:</u></b>					
General Fund	1,971,580	1,680,810	1,674,681	1,674,681	1,604,322
Administrative Impact Fee Fund	127,358	130,748	130,457	130,457	-
Fire Impact Fee Fund	-	-	-	-	-
Recreation Impact Fee Fund	-	-	-	-	-
Utility Fund	29,528	30,734	30,660	30,660	30,491
<b>Total Transfers in</b>	<b>2,283,881</b>	<b>1,842,292</b>	<b>1,835,798</b>	<b>1,835,798</b>	<b>1,634,813</b>
<b>TOTAL REVENUES</b>	<b>\$ 2,283,881</b>	<b>\$ 1,842,292</b>	<b>\$ 1,835,798</b>	<b>\$ 1,835,798</b>	<b>\$ 1,634,813</b>

EXPENDITURE GROUPING	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2020-21 Amended	FY 2021-22 Adopted
<b><u>Operating Expenditures</u></b>					
<b><u>Principal:</u></b>					
Bond/Note	2,003,000	1,617,000	1,646,000	1,646,000	1,480,000
<b><u>Interest:</u></b>					
Bond/Note	262,546	224,256	189,298	189,298	154,313
<b><u>Other:</u></b>					
Bond/Note	18,333	-	500	500	500
<b>Total Bonds</b>	<b>2,283,879</b>	<b>1,841,256</b>	<b>1,835,798</b>	<b>1,835,798</b>	<b>1,634,813</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 2,283,879</b>	<b>\$ 1,841,256</b>	<b>\$ 1,835,798</b>	<b>\$ 1,835,798</b>	<b>\$ 1,634,813</b>

### **5 Year Budget Projections**

EXPENDITURE GROUPING	2022-23 Projection	2023-24 Projection	2024-25 Projection	2025-26 Projection	2026-27 Projection
Principal	1,504,000	802,000	752,000	763,000	665,000
Interest	120,380	92,946	72,778	52,956	34,121
Other	-	-	-	-	-
<b>Total Projections</b>	<b>\$ 1,624,380</b>	<b>\$ 894,946</b>	<b>\$ 824,778</b>	<b>\$ 815,956</b>	<b>\$ 699,121</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 2 years (2022/23).

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.

FY	PRINCIPAL	INTEREST	TOTAL
2021-22	700,000	20,622	720,622
2022-23	713,000	6,916	719,916
2023-24	-	-	-
2024-25	-	-	-
2025-26	-	-	-
Thereafter	-	-	-
<b>TOTAL</b>	<b>\$ 1,413,000</b>	<b>\$ 27,538</b>	<b>\$ 1,440,538</b>

#### **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 7 years (2027/28).

Revenue Pledged: Utility tax revenues and communication service tax revenues.

FY	PRINCIPAL	INTEREST	TOTAL
2021-22	326,000	64,906	390,906
2022-23	334,000	55,524	389,524
2023-24	341,000	45,929	386,929
2024-25	349,000	36,120	385,120
2025-26	357,000	26,085	383,085
Thereafter	739,000	21,137	760,137
<b>TOTAL</b>	<b>\$ 2,446,000</b>	<b>\$ 249,701</b>	<b>\$ 2,695,701</b>

#### **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 3 years (2023/24).

Revenue Pledged: Electric Franchise Fees

FY	PRINCIPAL	INTEREST	TOTAL
2021-22	58,000	3,123	61,123
2022-23	59,000	1,888	60,888
2023-24	60,000	633	60,633
2024-25	-	-	-
2025-26	-	-	-
Thereafter	-	-	-
<b>TOTAL</b>	<b>\$ 177,000</b>	<b>\$ 5,644</b>	<b>\$ 182,644</b>

#### **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 5 years (2025/26).

Revenue Pledged: State-Shared Half Cent Sales Tax

FY	PRINCIPAL	INTEREST	TOTAL
2021-22	96,000	10,762	106,762
2022-23	98,000	8,472	106,472
2023-24	101,000	6,124	107,124
2024-25	103,000	3,717	106,717
2025-26	106,000	1,251	107,251
Thereafter	-	-	-
<b>TOTAL</b>	<b>\$ 504,000</b>	<b>\$ 30,326</b>	<b>\$ 534,326</b>

# 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 8 years (2028/29).

Revenue Pledged: Utility tax revenues and communication service tax revenues.

FY	PRINCIPAL	INTEREST	TOTAL
2021-22	300,000	54,900	354,900
2022-23	300,000	47,580	347,580
2023-24	300,000	40,260	340,260
2024-25	300,000	32,940	332,940
2025-26	300,000	25,620	325,620
Thereafter	900,000	32,940	932,940
<b>TOTAL</b>	<b>\$ 2,400,000</b>	<b>\$ 234,240</b>	<b>\$ 2,634,240</b>

**Total Governmental Activities Debt: Fund 201**

FY	PRINCIPAL	INTEREST	TOTAL
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
2024-25	752,000	72,777	824,777
2025-26	763,000	52,956	815,956
Thereafter	1,639,000	54,077	1,693,077
<b>TOTAL</b>	<b>\$ 6,940,000</b>	<b>\$ 547,449</b>	<b>\$ 7,487,449</b>

# General Obligation Bond Debt Service Fund

## Fund 203

REVENUE GROUPING	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2020-21 Amended	FY 2021-22 Adopted
Ad Valorem	499,201	490,461	485,927	485,927	489,093
Interest/Change in Fair Value	9,040	4,343	-	-	-
<b>Total Revenues</b>	<b>508,241</b>	<b>494,804</b>	<b>485,927</b>	<b>485,927</b>	<b>489,093</b>
<b>Appropriated Fund Balance</b>	-	-	607	607	57
<b>TOTAL REVENUES</b>	<b>\$ 508,241</b>	<b>\$ 494,804</b>	<b>\$ 486,534</b>	<b>\$ 486,534</b>	<b>\$ 489,150</b>

EXPENDITURE GROUPING	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2020-21 Amended	FY 2021-22 Adopted
<b>Principal:</b>					
GO Bond	289,000	305,000	313,000	313,000	326,000
<b>Interest:</b>					
GO Bond	200,609	183,576	173,534	173,534	163,150
<b>Other:</b>					
GO Bond	21,433	-	-	-	-
<b>Total Bonds</b>	<b>511,042</b>	<b>488,576</b>	<b>486,534</b>	<b>486,534</b>	<b>489,150</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 511,042</b>	<b>\$ 488,576</b>	<b>\$ 486,534</b>	<b>\$ 486,534</b>	<b>\$ 489,150</b>

### 5 Year Budget Projections

EXPENDITURE GROUPING	2022-23 Projection	2023-24 Projection	2024-25 Projection	2025-26 Projection	2026-27 Projection
Principal	333,000	345,000	356,000	372,000	383,000
Interest	152,441	141,424	130,033	118,203	105,934
<b>Total Projections</b>	<b>\$ 485,441</b>	<b>\$ 486,424</b>	<b>\$ 486,033</b>	<b>\$ 490,203</b>	<b>\$ 488,934</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 13 years (2033/34).

Revenue Pledged: Ad Valorem revenues not to exceed 0.9 mills per year.

FY	PRINCIPAL	INTEREST	TOTAL
2021-22	326,000	163,150	489,150
2022-23	333,000	152,441	485,441
2023-24	345,000	141,424	486,424
2024-25	356,000	130,033	486,033
2025-26	372,000	118,203	490,203
Thereafter	3,451,000	468,081	3,919,081
<b>TOTAL</b>	<b>\$ 5,183,000</b>	<b>\$ 1,173,332</b>	<b>\$ 6,356,332</b>

#### **Total Governmental Activities Debt: Fund 203**

FY	PRINCIPAL	INTEREST	TOTAL
2021-22	326,000	163,150	489,150
2022-23	333,000	152,441	485,441
2023-24	345,000	141,424	486,424
2024-25	356,000	130,033	486,033
2025-26	372,000	118,203	490,203
Thereafter	3,451,000	468,081	3,919,081
<b>TOTAL</b>	<b>5,183,000</b>	<b>1,173,332</b>	<b>\$ 6,356,332</b>

# Lease Financing Fund

## Fund 205

REVENUE GROUPING	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2020-21 Amended	FY 2021-22 Adopted
<b>Transfers in:</b>					
General Fund	183,774	201,883	66,093	66,093	66,093
Vehicle Replacement Fund	518,570	583,074	679,335	679,335	584,763
Stormwater	71,268	71,269	67,890	67,890	30,729
<b>Total Transfers in</b>	<u>773,612</u>	<u>856,226</u>	<u>813,318</u>	<u>813,318</u>	<u>681,585</u>
<b>TOTAL REVENUES</b>	<b>\$ 773,612</b>	<b>\$ 856,226</b>	<b>\$ 813,318</b>	<b>\$ 813,318</b>	<b>\$ 681,585</b>

EXPENDITURE GROUPING	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2020-21 Amended	FY 2021-22 Adopted
<b>Principal:</b>					
Lease	677,239	780,935	736,849	736,849	479,425
<b>Interest:</b>					
Lease	38,041	30,737	26,469	26,469	17,160
<b>Other:</b>					
Lease	-	29,000	50,000	50,000	35,000
<b>Total Bonds</b>	<u>715,280</u>	<u>840,672</u>	<u>813,318</u>	<u>813,318</u>	<u>531,585</u>
<b>Reserve for Contingencies:</b>	-	-	-	-	150,000
<b>TOTAL EXPENDITURES</b>	<b>\$ 715,280</b>	<b>\$ 840,672</b>	<b>\$ 813,318</b>	<b>\$ 813,318</b>	<b>\$ 681,585</b>

### 5 Year Budget Projections

EXPENDITURE GROUPING	2022-23 Projection	2023-24 Projection	2024-25 Projection	2025-26 Projection	2026-27 Projection
Principal	439,718	244,615	168,062	90,309	45,549
Interest	10,199	5,076	2,531	1,185	198
<b>Total Projections</b>	<u>\$ 449,917</u>	<u>\$ 249,691</u>	<u>\$ 170,593</u>	<u>\$ 91,494</u>	<u>\$ 45,747</u>

# Debt Overview

## Leases

### **GOVERNMENTAL ACTIVITIES DEBT: FUND 205 (LEASES)**

#### **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 Quantam Engine for the Fire Department. This Note matures in 1 year (2021/22).

FY	PRINCIPAL	INTEREST	TOTAL
2021-22	34,307	166	34,473
2022-23	-	-	-
2023-24	-	-	-
2024-25	-	-	-
2025-26	-	-	-
Thereafter	-	-	-
<b>TOTAL</b>	<b>\$ 34,307</b>	<b>\$ 166</b>	<b>\$ 34,473</b>

#### **2016 Equipment Lease**

A \$2,160,611 Lease was issued in August 2016. The Lease finances 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 2 years (2022/23).

FY	PRINCIPAL	INTEREST	TOTAL
2021-22	142,853	3,475	146,328
2022-23	133,034	1,100	134,134
2023-24	-	-	-
2024-25	-	-	-
2025-26	-	-	-
Thereafter	-	-	-
<b>TOTAL</b>	<b>\$ 275,887</b>	<b>\$ 4,575</b>	<b>\$ 280,462</b>

#### **2018 SCBA Lease**

A \$305,650 Lease was issued in November 2018. The Lease finances Fire Safety equipment - Self Contained Breathing Apparatus. This Note matures in 2 years (2022/23).

FY	PRINCIPAL	INTEREST	TOTAL
2021-22	62,858	3,235	66,093
2022-23	64,687	1,405	66,092
2023-24	-	-	-
2024-25	-	-	-
2025-26	-	-	-
Thereafter	-	-	-
<b>TOTAL</b>	<b>\$ 127,545</b>	<b>\$ 4,640</b>	<b>\$ 132,185</b>

#### **2020 Equipment Lease**

A \$1,385,800 Lease was issued in April 2020. The Lease finances a Fire Engine, Ambulance, Parks equipment and Police radios. This Note matures in 6 years (2026/27).

FY	PRINCIPAL	INTEREST	TOTAL
2021-22	239,407	10,284	249,691
2022-23	241,997	7,694	249,691
2023-24	244,615	5,076	249,691
2024-25	168,062	2,531	170,593
2025-26	90,309	1,185	91,494
Thereafter	45,549	198	45,747
<b>TOTAL</b>	<b>\$ 1,029,939</b>	<b>\$ 26,968</b>	<b>\$ 1,056,907</b>

#### **Total Governmental Activities Debt: Fund 205**

FY	PRINCIPAL	INTEREST	TOTAL
2021-22	479,425	17,160	496,585
2022-23	439,718	10,199	449,917
2023-24	244,615	5,076	249,691
2024-25	168,062	2,531	170,593
2025-26	90,309	1,185	91,494
Thereafter	45,549	198	45,747
<b>TOTAL</b>	<b>\$ 1,467,678</b>	<b>\$ 36,349</b>	<b>\$ 1,504,027</b>



# CAPITAL PROJECT FUNDS

# Capital Project Funds

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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.

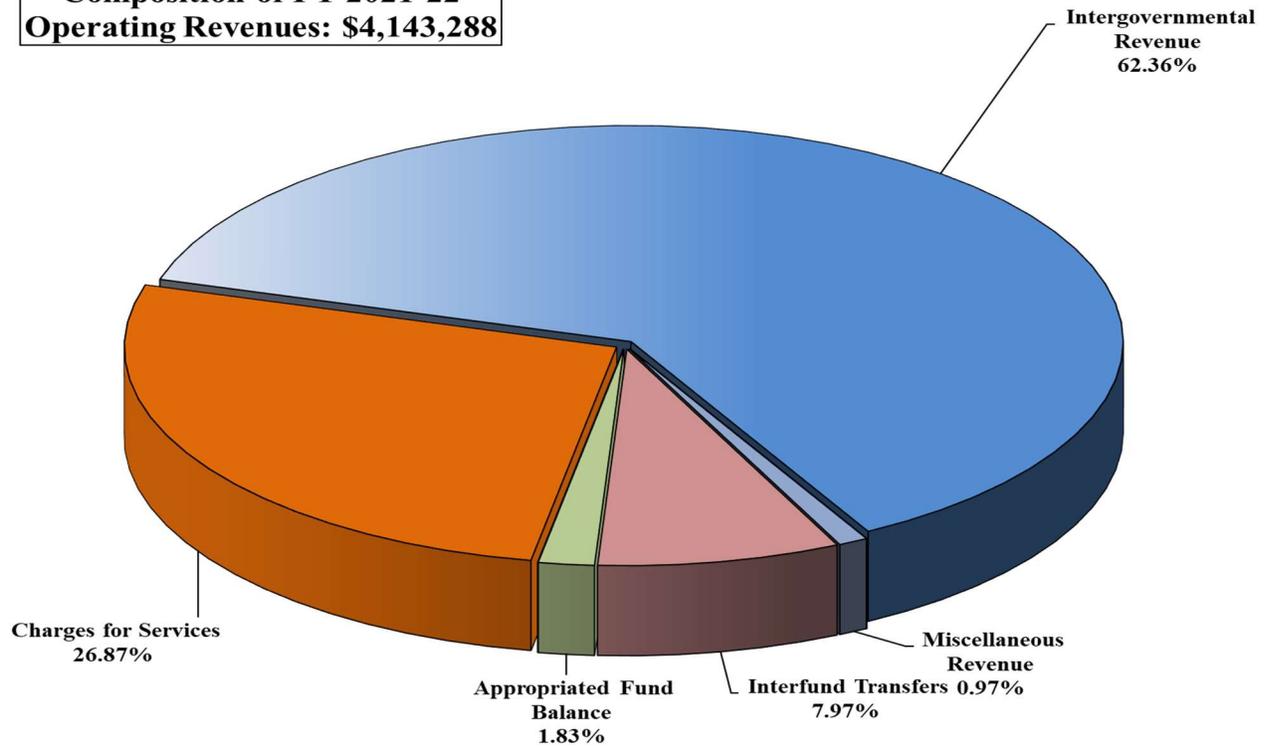
**Recreation Facilities Improvement Fund (340)** – to account for the purchase and improvement of the City’s recreational facilities as they relate to the General Government programs and activities. Projects are funded through a transfer from the General Fund, proceeds from grants received, or other sources.

# Consolidated Summary Capital Project Funds

## FY 2021-22 Budgeted Revenues

	Vehicle Replacement Fund	3rd Generation Sales Tax Fund	Technology Improvement Fund	OSC Landfill Closure Fund	Facilities Improvement Fund	Total All Funds
<b><u>BUDGETED REVENUES</u></b>						
Charges for Services	\$ 1,113,494	\$ -	\$ -	\$ -	\$ -	\$ 1,113,494
Intergovernmental Revenue	-	2,583,660	-	-	-	2,583,660
Miscellaneous Revenue	25,000	-	-	15,000	-	40,000
<b>TOTAL OPERATING REVENUES</b>	<b>\$ 1,138,494</b>	<b>\$ 2,583,660</b>	<b>\$ -</b>	<b>\$ 15,000</b>	<b>\$ -</b>	<b>\$ 3,737,154</b>
Interfund Transfers	\$ -	\$ -	\$ 225,000	\$ -	\$ 105,152	\$ 330,152
Appropriated Fund Balance	-	-	70,982	5,000	-	75,982
<b>TOTAL NON-OPERATING REVENUES</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 295,982</b>	<b>\$ 5,000</b>	<b>\$ 105,152</b>	<b>\$ 406,134</b>
<b>TOTAL BUDGETED REVENUES AND FUND BALANCES</b>	<b>\$ 1,138,494</b>	<b>\$ 2,583,660</b>	<b>\$ 295,982</b>	<b>\$ 20,000</b>	<b>\$ 105,152</b>	<b>\$ 4,143,288</b>

**Composition of FY 2021-22 Operating Revenues: \$4,143,288**

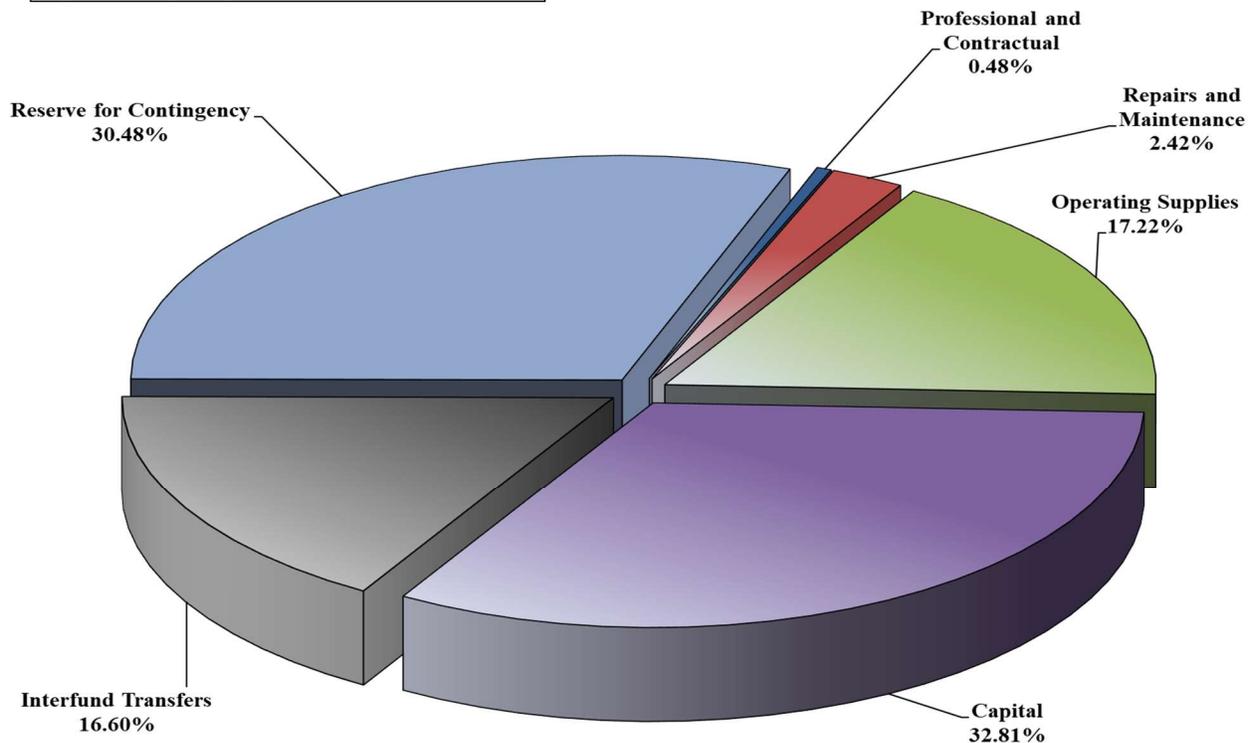


# Consolidated Summary Capital Project Funds

## FY 2021-22 Budgeted Expenditures

	Vehicle Replacement Fund	3rd Generation Sales Tax Fund	Technology Improvement Fund	OSC Landfill Closure Fund	Facilities Improvement Fund	Total All Funds
<b><u>BUDGETED EXPENDITURES</u></b>						
Professional and Contractual	\$ -	\$ -	\$ -	\$ 20,000	\$ -	\$ 20,000
Repairs and Maintenance	-	100,000	-	-	-	100,000
Operating Supplies	-	500,000	212,982	-	-	712,982
Capital	525,500	750,000	83,000	-	-	1,358,500
<b>TOTAL OPERATING EXPENDITURES</b>	<b>\$ 525,500</b>	<b>\$ 1,350,000</b>	<b>\$ 295,982</b>	<b>\$ 20,000</b>	<b>\$ 2,672</b>	<b>\$ 2,194,154</b>
Transfers Out	\$ 584,763	\$ -	\$ -	\$ -	\$ 102,480	\$ 687,243
Reserve for Contingency	28,231	1,233,660	-	-	-	1,261,891
<b>TOTAL NON-OPERATING EXPENDITURES</b>	<b>\$ 612,994</b>	<b>\$ 1,233,660</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 102,480</b>	<b>\$ 1,949,134</b>
<b>TOTAL APPROPRIATED EXPENDITURES AND RESERVES</b>	<b>\$ 1,138,494</b>	<b>\$ 2,583,660</b>	<b>\$ 295,982</b>	<b>\$ 20,000</b>	<b>\$ 105,152</b>	<b>\$ 4,143,288</b>

**Composition of FY 2021-22 Operating Expenditures: \$4,143,288**



# Vehicle Replacement Fund (302)

REVENUE GROUPING	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2020-21 Amended	FY 2021-22 Adopted
<b><u>Operating Revenues</u></b>					
Charges for Services	725,924	1,018,042	654,338	654,338	1,113,494
Debt Proceeds	-	1,385,800	1,450,000	1,450,000	-
Miscellaneous	30,492	113,920	25,000	25,000	25,000
Interest/Change in Fair Value	6,610	4,909	-	-	-
<b>Total Operating Revenues</b>	<b>763,026</b>	<b>2,522,671</b>	<b>2,129,338</b>	<b>2,129,338</b>	<b>1,138,494</b>
<b><u>Interfund Transfers</u></b>	<b>42,000</b>	<b>65,000</b>	<b>-</b>	<b>84,363</b>	<b>-</b>
<b><u>Appropriated Fund Balance</u></b>	<b>-</b>	<b>-</b>	<b>350,000</b>	<b>757,281</b>	<b>-</b>
<b>TOTAL REVENUES</b>	<b>\$ 805,026</b>	<b>\$2,587,671</b>	<b>\$2,479,338</b>	<b>\$2,970,982</b>	<b>\$1,138,494</b>
EXPENDITURE GROUPING	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2020-21 Amended	FY 2021-22 Adopted
<b><u>Operating Expenditures</u></b>					
Operating Supplies	37,979	124,773	-	14,785	-
<b>Total Operating Expenditures</b>	<b>37,979</b>	<b>124,773</b>	<b>-</b>	<b>14,785</b>	<b>-</b>
<b><u>Capital</u></b>					
Machinery and Equipment	320,937	1,445,713	1,742,000	2,235,564	525,500
<b>Total Capital</b>	<b>320,937</b>	<b>1,445,713</b>	<b>1,742,000</b>	<b>2,235,564</b>	<b>525,500</b>
<b><u>Transfers out</u></b>	<b>518,570</b>	<b>583,074</b>	<b>679,335</b>	<b>679,335</b>	<b>584,763</b>
<b><u>Reserve for Contingencies</u></b>	<b>-</b>	<b>-</b>	<b>58,003</b>	<b>41,298</b>	<b>28,231</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 877,486</b>	<b>\$2,153,560</b>	<b>\$2,479,338</b>	<b>\$2,970,982</b>	<b>\$1,138,494</b>

# Third Generation Sales Tax Fund (304)

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## **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: Mitchell Hammock Road Corridor Improvement; Solary Park Trail Connectivity; city-wide road resurfacing; future sidewalk connectivity projects; Lockwood Road Access Management Study; and Oviedo Blvd Extension study.

# Third Generation Sales Tax Fund (304)

REVENUE GROUPING	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2020-21 Amended	FY 2021-22 Adopted
<b>Operating Revenues</b>					
Intergovernmental	2,381,834	2,947,159	2,406,712	4,684,328	2,583,660
Miscellaneous	-	16,012	-	-	-
Interest/Change in Fair Value	86,480	75,497	-	-	-
<b>Total Operating Revenues</b>	<u>2,468,314</u>	<u>3,038,668</u>	<u>2,406,712</u>	<u>4,684,328</u>	<u>2,583,660</u>
<b>Interfund Transfers</b>	400,000	-	-	240,068	-
<b>Appropriated Fund Balance</b>	-	-	593,288	5,268,568	-
<b>TOTAL REVENUES</b>	<b>\$ 2,868,314</b>	<b>\$ 3,038,668</b>	<b>\$ 3,000,000</b>	<b>\$ 10,192,964</b>	<b>\$ 2,583,660</b>
<b>EXPENDITURE GROUPING</b>					
<b>Operating Expenditures</b>					
Professional and Contractual	23,771	38,604	-	13,825	-
Repairs and Maintenance	99,649	160,868	100,000	100,000	100,000
Operating Supplies	15,641	-	400,000	1,908,121	500,000
<b>Total Operating Expenditures</b>	<u>139,061</u>	<u>199,472</u>	<u>500,000</u>	<u>2,021,946</u>	<u>600,000</u>
<b>Capital</b>					
Improv Other than Buildings	242,702	3,417,956	2,500,000	8,171,018	750,000
<b>Total Capital</b>	<u>242,702</u>	<u>3,417,956</u>	<u>2,500,000</u>	<u>8,171,018</u>	<u>750,000</u>
<b>Reserve for Contingencies</b>	-	-	-	-	1,233,660
<b>TOTAL EXPENDITURES</b>	<b>\$ 381,763</b>	<b>\$ 3,617,428</b>	<b>\$ 3,000,000</b>	<b>\$ 10,192,964</b>	<b>\$ 2,583,660</b>

# Local Option Sales Tax Construction Fund (309)

REVENUE GROUPING	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2020-21 Amended	FY 2021-22 Adopted
<b>Operating Revenues</b>					
Interest/Change in Fair Value	2,734	1,230	-	-	-
<b>Total Operating Revenues</b>	<b>2,734</b>	<b>1,230</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Appropriated Fund Balance</b>	<b>-</b>	<b>-</b>	<b>35,000</b>	<b>81,863</b>	<b>-</b>
<b>TOTAL REVENUES</b>	<b>\$ 2,734</b>	<b>\$ 1,230</b>	<b>\$ 35,000</b>	<b>\$ 81,863</b>	<b>\$ -</b>
EXPENDITURE GROUPING	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2020-21 Amended	FY 2021-22 Adopted
<b>Operating Expenditures</b>					
Professional and Contractual	-	2,394	-	1,490	-
Repairs and Maintenance	220	-	-	-	-
<b>Total Operating Expenditures</b>	<b>220</b>	<b>2,394</b>	<b>-</b>	<b>1,490</b>	<b>-</b>
<b>Capital</b>					
Improv Other than Buildings	650	18,452	35,000	78,597	-
<b>Total Capital</b>	<b>650</b>	<b>18,452</b>	<b>35,000</b>	<b>78,597</b>	<b>-</b>
<b>Reserve for Contingencies</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,776</b>	<b>-</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 870</b>	<b>\$ 20,846</b>	<b>\$ 35,000</b>	<b>\$ 81,863</b>	<b>\$ -</b>

# Technology Improvement Fund (320)

REVENUE GROUPING	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2020-21 Amended	FY 2021-22 Adopted
<b>Operating Revenues</b>					
Miscellaneous	-	4,966	-	-	-
Interest/Change in Fair Value	8,290	3,703	-	-	-
<b>Total Operating Revenues</b>	<u>8,290</u>	<u>8,669</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Interfund Transfers</b>	250,000	263,500	225,000	225,000	225,000
<b>Appropriated Fund Balance</b>	-	-	-	24,000	70,982
<b>TOTAL REVENUES</b>	<b>\$ 258,290</b>	<b>\$ 272,169</b>	<b>\$ 225,000</b>	<b>\$ 249,000</b>	<b>\$ 295,982</b>
EXPENDITURE GROUPING	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2020-21 Amended	FY 2021-22 Adopted
<b>Operating Expenditures</b>					
Repairs and Maintenance	2,880	12,852	-	4,335	-
Operating Supplies	231,955	150,951	92,982	117,882	212,982
<b>Total Operating Expenditures</b>	<u>234,835</u>	<u>163,803</u>	<u>92,982</u>	<u>122,217</u>	<u>212,982</u>
<b>Capital</b>					
Machinery and Equipment	107,942	42,476	126,000	121,665	83,000
<b>Total Capital</b>	<u>107,942</u>	<u>42,476</u>	<u>126,000</u>	<u>121,665</u>	<u>83,000</u>
<b>Reserve for Contingencies</b>	-	-	6,018	5,118	-
<b>TOTAL EXPENDITURES</b>	<b>\$ 342,777</b>	<b>\$ 206,279</b>	<b>\$ 225,000</b>	<b>\$ 249,000</b>	<b>\$ 295,982</b>

# OSC Extension Landfill Closure Fund (327)

REVENUE GROUPING	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2020-21 Amended	FY 2021-22 Adopted
<b>Operating Revenues</b>					
Miscellaneous	15,000	15,000	15,000	15,000	15,000
Interest/Change in Fair Value	1,611	943	-	-	-
<b>Total Operating Revenues</b>	<u>16,611</u>	<u>15,943</u>	<u>15,000</u>	<u>15,000</u>	<u>15,000</u>
<b>Appropriated Fund Balance</b>	-	-	5,000	5,000	5,000
<b>TOTAL REVENUES</b>	<b>\$ 16,611</b>	<b>\$ 15,943</b>	<b>\$ 20,000</b>	<b>\$ 20,000</b>	<b>\$ 20,000</b>

EXPENDITURE GROUPING	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2020-21 Amended	FY 2021-22 Adopted
<b>Operating Expenditures</b>					
Professional and Contractual	12,100	9,128	20,000	20,000	20,000
<b>Total Operating Expenditures</b>	<u>12,100</u>	<u>9,128</u>	<u>20,000</u>	<u>20,000</u>	<u>20,000</u>
<b>TOTAL EXPENDITURES</b>	<b>\$ 12,100</b>	<b>\$ 9,128</b>	<b>\$ 20,000</b>	<b>\$ 20,000</b>	<b>\$ 20,000</b>

# General Facilities Improvement Fund (330)

REVENUE GROUPING	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2020-21 Amended	FY 2021-22 Adopted
<u>Interfund Transfers</u>	105,151	571,328	105,151	105,151	105,152
<u>Appropriated Fund Balance</u>	-	-	-	361,766	-
<b>TOTAL REVENUES</b>	<b>\$ 105,151</b>	<b>\$ 571,328</b>	<b>\$ 105,151</b>	<b>\$ 466,917</b>	<b>\$ 105,152</b>

EXPENDITURE GROUPING	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2020-21 Amended	FY 2021-22 Adopted
<b><u>Operating Expenditures</u></b>					
Repairs and Maintenance	-	29,835	-	-	-
<b>Total Operating Expenditures</b>	-	29,835	-	-	-
<b><u>Capital</u></b>					
Buildings	-	34,411	-	280,295	-
Machinery and Equipment	-	21,984	-	-	-
<b>Total Capital</b>	-	56,395	-	361,766	-
<b><u>Transfers out</u></b>	5,136	4,336	105,151	105,151	105,152
<b>TOTAL EXPENDITURES</b>	<b>\$ 5,136</b>	<b>\$ 90,566</b>	<b>\$ 105,151</b>	<b>\$ 466,917</b>	<b>\$ 105,152</b>

# Recreation Facilities Improvements Fund (340)

REVENUE GROUPING	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2020-21 Amended	FY 2021-22 Adopted
<b><u>REVENUES</u></b>					
<b><u>Operating Revenues</u></b>					
Intergovernmental	501,091	77,760	-	250,000	-
Miscellaneous	272,748	-	-	-	-
<b>Total Operating Revenues</b>	<b>773,839</b>	<b>77,760</b>	<b>-</b>	<b>250,000</b>	<b>-</b>
<b><u>Interfund Transfers</u></b>	<b>100,000</b>	<b>-</b>	<b>-</b>	<b>600,000</b>	<b>-</b>
<b><u>Appropriated Fund Balance</u></b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>346,324</b>	<b>-</b>
<b>TOTAL REVENUES</b>	<b>\$ 873,839</b>	<b>\$ 77,760</b>	<b>\$ -</b>	<b>\$ 1,196,324</b>	<b>\$ -</b>

EXPENDITURE GROUPING	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2020-21 Amended	FY 2021-22 Adopted
<b><u>Operating Expenditures</u></b>					
Repairs and Maintenance	-	-	-	23,060	-
Operating Supplies	5,729	-	-	6,000	-
<b>Total Operating Expenditures</b>	<b>5,729</b>	<b>-</b>	<b>-</b>	<b>29,060</b>	<b>-</b>
<b><u>Capital</u></b>					
Improv Other than Buildings	856,015	494,372	-	967,264	-
<b>Total Capital</b>	<b>856,015</b>	<b>494,372</b>	<b>-</b>	<b>967,264</b>	<b>-</b>
<b><u>Transfers out</u></b>	<b>400,000</b>	<b>-</b>	<b>-</b>	<b>200,000</b>	<b>-</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,261,744</b>	<b>\$ 494,372</b>	<b>\$ -</b>	<b>\$ 1,196,324</b>	<b>\$ -</b>



# ENTERPRISE FUNDS

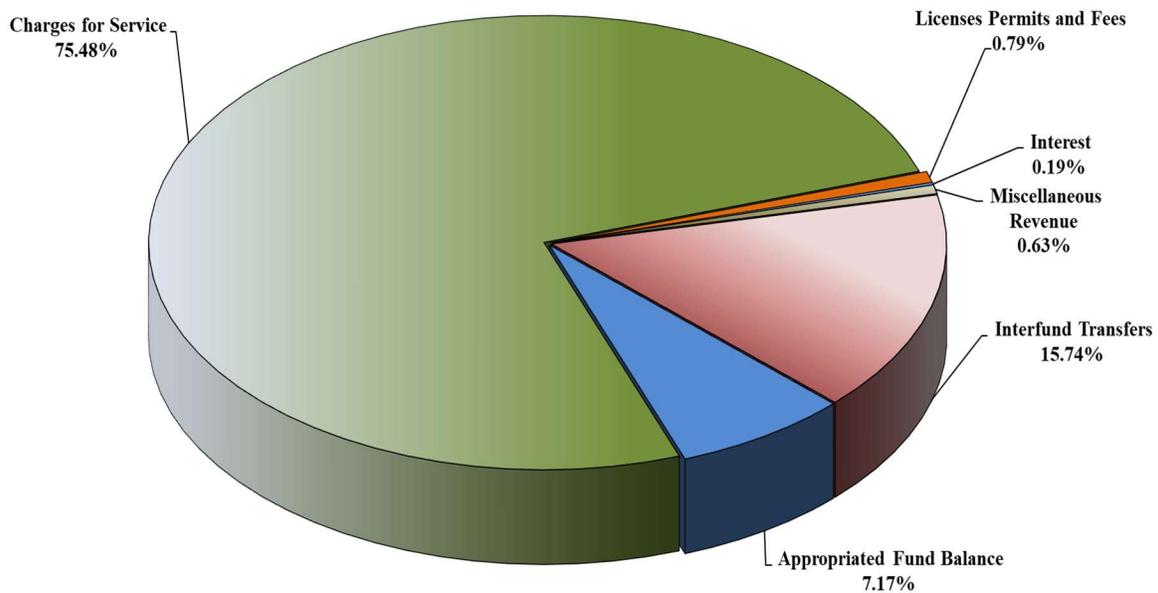
# Consolidated Summary Enterprise Funds

## FY 2021-22 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	\$ 16,121,158	\$ -	\$ -	\$ 348,016	\$ -	\$ 2,823,546	\$ 1,700,919	\$ 20,993,639
Licenses, Permits and Fees	-	-	-	-	220,000	-	-	220,000
Interest	37,932	-	7,672	2,000	1,000	3,000	-	51,604
Miscellaneous Revenue	176,582	-	-	-	-	-	-	176,582
<b>TOTAL OPERATING REVENUE</b>	<b>\$ 16,335,672</b>	<b>\$ -</b>	<b>\$ 7,672</b>	<b>\$ 350,016</b>	<b>\$ 221,000</b>	<b>\$ 2,826,546</b>	<b>\$ 1,700,919</b>	<b>\$ 21,441,825</b>
Interfund Transfers	\$ 70,500	\$ 3,402,753	\$ 905,295	\$ -	\$ -	\$ -	\$ -	\$ 4,378,548
Appropriated Fund Balance	112,603	-	1,170,033	-	479,357	232,495	-	1,994,488
<b>TOTAL NON-OPERATING REVENUES</b>	<b>\$ 183,103</b>	<b>\$ 3,402,753</b>	<b>\$ 2,075,328</b>	<b>\$ -</b>	<b>\$ 479,357</b>	<b>\$ 232,495</b>	<b>\$ -</b>	<b>\$ 6,373,036</b>
<b>TOTAL BUDGETED REVENUES AND FUND BALANCES</b>	<b>\$ 16,518,775</b>	<b>\$ 3,402,753</b>	<b>\$ 2,083,000</b>	<b>\$ 350,016</b>	<b>\$ 700,357</b>	<b>\$ 3,059,041</b>	<b>\$ 1,700,919</b>	<b>\$ 27,814,861</b>

(A) - Utility Capital Expansion Funds include: Water and Sewer Impact Fee Funds.

**Composition of FY 2021-22  
Operating Revenues: \$27,814,861**



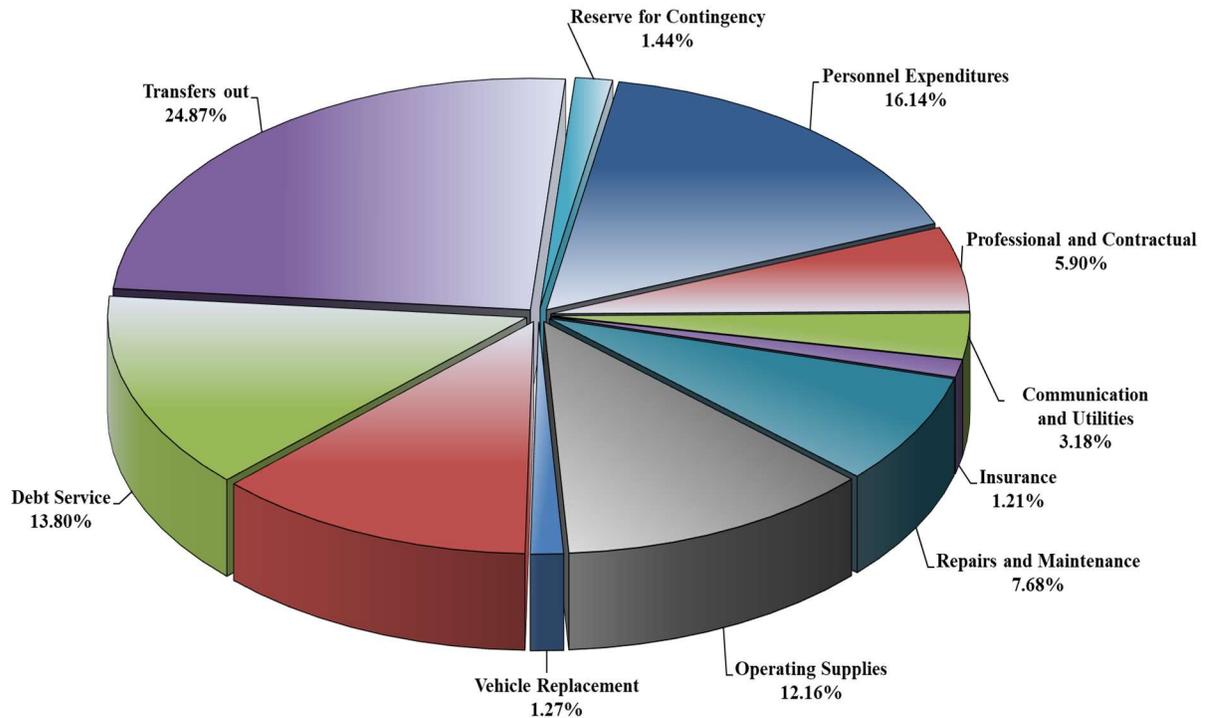
# Consolidated Summary Enterprise Funds

## FY 2021-22 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	\$ 3,741,485	\$ -	\$ -	\$ -	\$ -	\$ 747,115	\$ -	\$ 4,488,600
Professional and Contractual	1,483,840	-	-	-	-	157,272	-	1,641,112
Communication and Utilities	870,763	-	-	-	-	13,856	-	884,619
Insurance	320,711	-	-	-	-	16,402	-	337,113
Repairs and Maintenance	798,355	-	1,170,000	-	-	168,791	-	2,137,146
Operating Supplies	1,314,452	-	253,000	-	75,000	68,815	1,670,559	3,381,826
Vehicle Replacement	232,608	-	-	-	-	121,061	-	353,669
Capital	1,055,000	-	560,000	310,000	525,000	985,553	-	3,435,553
Debt Service	-	3,402,753	-	-	-	435,378	-	3,838,131
<b>TOTAL OPERATING EXPENSES</b>	<b>\$ 9,817,214</b>	<b>\$ 3,402,753</b>	<b>\$ 1,983,000</b>	<b>\$ 310,000</b>	<b>\$ 600,000</b>	<b>\$ 2,714,243</b>	<b>\$ 1,670,559</b>	<b>\$ 20,497,769</b>
Transfers out	6,601,561	-	-	-	40,357	274,798	-	6,916,716
Reserve for Contingency	100,000	-	100,000	40,016	60,000	70,000	30,360	400,376
<b>TOTAL NON-OPERATING EXPENSES</b>	<b>\$ 6,701,561</b>	<b>\$ -</b>	<b>\$ 100,000</b>	<b>\$ 40,016</b>	<b>\$ 100,357</b>	<b>\$ 344,798</b>	<b>\$ 30,360</b>	<b>\$ 7,317,092</b>
<b>TOTAL APPROPRIATED EXPENSES AND RESERVES</b>	<b>\$ 16,518,775</b>	<b>\$ 3,402,753</b>	<b>\$ 2,083,000</b>	<b>\$ 350,016</b>	<b>\$ 700,357</b>	<b>\$ 3,059,041</b>	<b>\$ 1,700,919</b>	<b>\$ 27,814,861</b>

(A) - Utility Capital Expansion Funds include: Water and Sewer Impact Fee Funds.

**Composition of FY 2021-22  
Operating Expenses: \$27,814,861**



# Water/Wastewater Operating Fund (401)

## Revenue Summary by Major Account Category

	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2020-21 Amended	FY 2021-22 Adopted
<b><u>Water/Wastewater Fund Revenues:</u></b>					
<b><u>Operating Revenues</u></b>					
Water and Irrigation Sales	5,625,743	5,733,483	5,790,768	5,790,768	5,931,926
Sewer Service Fees	8,070,763	8,369,231	8,311,570	8,311,570	8,620,785
Reclaimed Water/Alternative Water Sales	1,409,528	1,439,075	1,451,814	1,451,814	1,482,247
Meter Installation Fees (Parts and Labor)	26,155	17,423	25,000	25,000	17,400
Meter Reconnection Charges	97,040	68,780	97,000	97,000	68,800
<b>Total Operating Revenues</b>	<b>15,229,229</b>	<b>15,627,992</b>	<b>15,676,152</b>	<b>15,676,152</b>	<b>16,121,158</b>
<b><u>Other Revenues</u></b>					
Miscellaneous Revenue	197,261	185,142	198,466	198,466	176,582
<b>Total Other Revenues</b>	<b>197,261</b>	<b>185,142</b>	<b>198,466</b>	<b>198,466</b>	<b>176,582</b>
<b><u>Non-Operating Revenues</u></b>					
Interest Earnings	257,038	129,584	14,694	14,694	37,932
Federal ARRA (BABS) **	610,397	611,802	550,000	550,000	-
Developer Contributions	38,547	51,418	-	-	-
Interfund Transfers	849,391	579,492	3,670,500	70,500	70,500
Appropriated Fund Balance	-	-	872,074	6,189,456	112,603
<b>Total Non-Operating Revenues</b>	<b>1,755,373</b>	<b>1,372,296</b>	<b>5,107,268</b>	<b>6,824,650</b>	<b>221,035</b>
<i>** Build America Bonds (BABS) subsidy relate to the Series 2010B taxable Utility Revenue Bonds</i>					
<b>Total Revenues</b>	<b>\$ 17,181,863</b>	<b>\$ 17,185,430</b>	<b>\$ 20,981,886</b>	<b>\$ 22,699,268</b>	<b>\$ 16,518,775</b>

# Water/Wastewater Operating Fund (401)

## Expense Summary by Department/Division

EXPENSE GROUPING	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2020-21 Amended	FY 2021-22 Adopted
<b><u>Water and Sewer Administration</u></b>					
Personal Services	1,005,357	1,128,372	1,220,939	1,220,995	1,281,398
Operating Expenses	287,607	384,355	164,612	198,476	306,752
Capital Outlay	-	19,500	1,050,000	1,210,676	155,000
<b>Sub-Total: Water Production and Distribution</b>	<b>1,292,964</b>	<b>1,532,227</b>	<b>2,435,551</b>	<b>2,630,147</b>	<b>1,743,150</b>
<b><u>Utility Billing and Customer Service</u></b>					
Personal Services	307,466	291,808	334,461	334,464	346,061
Operating Expenses	261,987	318,925	281,091	281,121	306,311
<b>Sub-Total: Utility Billing and Customer Service</b>	<b>569,453</b>	<b>610,733</b>	<b>615,552</b>	<b>615,585</b>	<b>652,372</b>
<b><u>Water Production</u></b>					
Personal Services	369,680	389,136	437,845	437,908	487,831
Operating Expenses	1,375,907	1,248,952	1,388,850	1,398,800	1,416,716
Capital Outlay	-	-	2,850,000	1,836,281	590,000
<b>Sub-Total: Water Production</b>	<b>1,745,587</b>	<b>1,638,088</b>	<b>4,676,695</b>	<b>3,672,989</b>	<b>2,494,547</b>
<b><u>Water Distribution and Maintenance</u></b>					
Personal Services	530,295	567,394	582,768	582,848	601,847
Operating Expenses	265,341	353,025	276,141	276,186	280,095
Capital Outlay	-	-	15,000	2,011,986	35,000
<b>Sub-Total: Water Distribution and Maintenance</b>	<b>795,636</b>	<b>920,419</b>	<b>873,909</b>	<b>2,871,020</b>	<b>916,942</b>
<b><u>Reclaimed Water</u></b>					
Personal Services	75,622	77,113	79,597	79,609	83,653
Operating Expenses	313,746	159,346	286,038	286,056	240,685
Capital Outlay	-	-	120,000	120,000	-
<b>Sub-Total: Reclaimed Water</b>	<b>389,368</b>	<b>236,459</b>	<b>485,635</b>	<b>485,665</b>	<b>324,338</b>
<b><u>Cross Connection Control</u></b>					
Personal Services	83,846	83,837	87,552	87,565	92,167
Operating Expenses	37,356	34,197	39,764	39,787	41,433
<b>Sub-Total: Cross Connection Control</b>	<b>121,202</b>	<b>118,034</b>	<b>127,316</b>	<b>127,352</b>	<b>133,600</b>
<b><u>Wastewater Collection and Reuse Distribution</u></b>					
Personal Services	278,715	271,876	358,123	358,182	376,894
Operating Expenses	1,277,805	920,875	1,050,149	1,078,876	1,023,157
Capital Outlay	-	-	805,000	931,622	150,000
<b>Sub-Total: Wastewater Collection and Reuse</b>	<b>1,556,520</b>	<b>1,192,751</b>	<b>2,213,272</b>	<b>2,368,680</b>	<b>1,550,051</b>
<b><u>Alafaya Wastewater/Reclaimed</u></b>					
Personal Services	348,557	342,868	475,641	475,709	471,634
Operating Expenses	1,354,433	1,178,609	1,381,324	1,412,652	1,405,580
Capital Outlay	-	-	265,000	608,854	125,000
<b>Sub-Total: Alafaya Wastewater/Reclaimed</b>	<b>1,702,990</b>	<b>1,521,477</b>	<b>2,121,965</b>	<b>2,497,215</b>	<b>2,002,214</b>
<b><u>Depreciation Expense</u></b>					
	3,865,993	3,972,065	-	-	-
<b><u>Non-Departmental Expense</u></b>					
	-	939	-	-	-
<b><u>Interfund Transfers</u></b>					
General Fund (001)	2,150,000	2,150,000	2,150,000	2,150,000	2,150,000
Revenue Bond Sinking Fund (201)	29,528	30,734	30,660	30,660	30,491
Technology Improvement Fund (320)	112,500	112,500	101,250	101,250	101,250
Utility Debt Service (403)	4,179,437	4,156,517	3,864,159	3,864,159	3,362,396
Renewal and Replacement Fund (406)	649,526	1,800,000	1,101,813	1,101,813	873,315
Insurance Deductible Fund	77,574	84,109	84,109	84,109	84,109
Health Insurance Fund (510)	99,556	87,380	-	-	-
<b>Sub-Total: Interfund Transfers</b>	<b>7,298,121</b>	<b>8,421,240</b>	<b>7,331,991</b>	<b>7,331,991</b>	<b>6,601,561</b>
<b><u>Reserve for Contingency</u></b>					
	-	-	100,000	98,624	100,000
<b>Total Expenses</b>	<b>\$ 19,337,834</b>	<b>\$ 20,164,432</b>	<b>\$ 20,981,886</b>	<b>\$ 22,699,268</b>	<b>\$ 16,518,775</b>

# Water/Wastewater Operating Fund (401)

## Actual and Budget Comparison by Revenue Grouping

REVENUE GROUPINGS	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2020-21 Amended	FY 2021-22 Adopted
<b><u>CHARGES FOR SERVICES</u></b>					
Physical Environment	15,229,229	15,627,992	15,676,152	15,676,152	16,121,158
<b>Total Charges for Services</b>	<b>15,229,229</b>	<b>15,627,992</b>	<b>15,676,152</b>	<b>15,676,152</b>	<b>16,121,158</b>
<b><u>INTERGOVERNMENTAL REVENUE</u></b>					
Federal Grants	610,397	611,802	550,000	550,000	-
<b>Total Intergovernmental</b>	<b>610,397</b>	<b>611,802</b>	<b>550,000</b>	<b>550,000</b>	<b>-</b>
<b><u>MISCELLANEOUS REVENUES</u></b>					
Interest Earnings	257,038	129,584	14,694	14,694	37,932
Capital Contributions	38,547	51,418	-	-	-
Other Miscellaneous Revenues	197,261	185,142	198,466	198,466	176,582
<b>Total Misc Revenues</b>	<b>492,846</b>	<b>366,144</b>	<b>213,160</b>	<b>213,160</b>	<b>214,514</b>
<b><u>OTHER SOURCES</u></b>					
Interfund Transfers	849,391	579,492	3,670,500	70,500	70,500
Appropriated Fund Balance	-	-	872,074	6,189,456	112,603
<b>Total Other Sources</b>	<b>849,391</b>	<b>579,492</b>	<b>4,542,574</b>	<b>6,259,956</b>	<b>183,103</b>
<b>Total Revenues by Grouping</b>	<b>\$ 17,181,863</b>	<b>\$ 17,185,430</b>	<b>\$ 20,981,886</b>	<b>\$ 22,699,268</b>	<b>\$16,518,775</b>

# Water/Wastewater Operating Fund (401)

## Actual and Budget Comparison by Expense Grouping

EXPENSE GROUPINGS	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2020-21 Amended	FY 2021-22 Adopted
<b><u>SALARIES</u></b>					
Executive Salaries	119,825	128,299	131,868	131,868	136,192
Regular Salaries & Wages	1,927,269	2,050,466	2,339,194	2,339,194	2,400,155
Other Salaries & Wages	11,084	6,018	5,000	5,000	5,000
Overtime	105,360	88,619	94,750	94,750	95,250
Special Pay	12,610	12,412	10,869	10,869	12,197
FICA/Medicare Taxes	157,774	163,314	186,738	186,738	189,494
<b>Total Salaries</b>	<b>2,333,922</b>	<b>2,449,128</b>	<b>2,768,419</b>	<b>2,768,419</b>	<b>2,838,288</b>
<b><u>BENEFITS</u></b>					
Retirement Contributions	100,049	103,966	120,422	120,422	122,009
Health Insurance	522,937	569,099	652,213	652,213	743,210
Workers' Compensation	42,630	29,798	35,872	36,226	37,978
Unemployment	-	413	-	-	-
<b>Total Benefits</b>	<b>665,616</b>	<b>703,276</b>	<b>808,507</b>	<b>808,861</b>	<b>903,197</b>
<b><u>OPERATING EXPENSES</u></b>					
Professional Services	167,234	211,201	131,227	214,040	201,227
Other Contractual Services	1,457,195	1,007,463	1,290,176	1,284,276	1,282,613
Travel & Per-Diem	3,449	(70)	16,576	16,321	14,410
Communications & Freight	54,232	57,981	65,129	65,129	64,188
Freight & Postage Service	2,551	2,378	2,990	2,990	2,965
Utility Services	785,624	769,366	817,277	817,277	806,575
Rentals & Leases	619,445	514,650	425,221	425,436	433,856
Insurance	326,857	249,427	293,410	294,432	320,711
Repair and Maintenance	778,419	716,730	758,323	782,375	798,355
Printing and Binding	2,420	3,296	5,599	5,599	5,599
Promotional Activities	10,509	3,145	9,000	8,700	7,500
Other Current Charges	302,938	385,998	237,979	237,979	273,468
Office Supplies	12,390	13,500	14,489	15,089	15,801
Operating Supplies	633,505	650,114	771,629	775,236	765,667
Road Materials & Supplies	1,053	1,300	2,000	1,031	2,000
Books, Publications, Subs	16,361	11,805	26,944	26,044	25,794
<b>Total Operating Expenses</b>	<b>5,174,182</b>	<b>4,598,284</b>	<b>4,867,969</b>	<b>4,971,954</b>	<b>5,020,729</b>
<b><u>DEPRECIATION</u></b>					
Depreciation	3,865,993	3,972,065	-	-	-
<b>Total Depreciation</b>	<b>3,865,993</b>	<b>3,972,065</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b><u>CAPITAL</u></b>					
Buildings	11,208	20,738	-	10,172	-
Improvements Other than Bldgs	179,169	277,359	4,215,000	5,796,091	1,055,000
Capital Assets	290,969	6,350	890,000	913,156	-
Contra Assets	(481,346)	(284,947)	-	-	-
<b>Total Capital</b>	<b>-</b>	<b>19,500</b>	<b>5,105,000</b>	<b>6,719,419</b>	<b>1,055,000</b>
<b><u>NON-DEPARTMENTAL</u></b>					
	-	939	-	-	-
<b><u>TRANSFERS AND RESERVES</u></b>					
Interfund Transfers	7,298,121	8,421,240	7,331,991	7,331,991	6,601,561
Reserve for Contingencies	-	-	100,000	98,624	100,000
<b>Total Transfers and Reserve for Contingencies</b>	<b>7,298,121</b>	<b>8,421,240</b>	<b>7,431,991</b>	<b>7,430,615</b>	<b>6,701,561</b>
<b>Total Expenses by Grouping</b>	<b>\$19,337,834</b>	<b>\$20,164,432</b>	<b>\$ 20,981,886</b>	<b>\$22,699,268</b>	<b>\$ 16,518,775</b>

# Water/Wastewater Utility Administration

## 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.

## **Personnel Summary**

	<b>FY 17-18</b>	<b>FY 18-19</b>	<b>FY 19-20</b>	<b>FY 20-21</b>	<b>FY 21-22</b>	<b>Change</b>
Public Works Director	1.00	1.00	1.00	1.00	1.00	0.00
Administrative Assistant	2.00	2.00	2.00	2.00	2.00	0.00
Asst PW Director/ City Eng.	1.00	1.00	1.00	1.00	1.00	0.00
Business Analyst	1.00	1.00	1.00	1.00	1.00	0.00
Engineer I	1.00	1.00	1.00	1.00	1.00	0.00
Engineer II	1.00	2.00	1.00	1.00	1.00	0.00
Engineer III	0.00	0.00	1.00	0.00	0.00	0.00
Engineering Coordinator	0.00	0.00	0.00	1.00	1.00	0.00
Eng. Specialist/Inspector	1.00	1.00	1.00	1.00	1.00	0.00
Ops and Utility Manager	1.00	0.00	0.00	0.00	0.00	0.00
Operational Resources Mngr	1.00	1.00	1.00	1.00	1.00	0.00
Operations Manager	0.00	1.00	1.00	1.00	1.00	0.00
Project Administrator	0.00	1.00	1.00	1.00	1.00	0.00
Special Contract Inspector	1.00	1.00	0.00	0.00	0.00	0.00
Utilities Manager	0.00	1.00	1.00	1.00	1.00	0.00
<b>Total</b>	<b>11.00</b>	<b>14.00</b>	<b>13.00</b>	<b>13.00</b>	<b>13.00</b>	<b>0.00</b>

# Water/Wastewater Utility Administration

## Goals

1. Ensure that the infrastructure meets the capacity needs of the City by developing infrastructure that enables quality/smart growth; and eliminating existing infrastructure deficits.
2. Review infrastructure master plan and prepare a schedule for updating the plan.
3. Removal of the percolation ponds currently located north of City Hall from service.
4. Widen SR 426 – SR 426/CR 419 Phase 2 road widening project.

## Performance Measurements

### Legend

Workload = Level of Productivity

★ Impacted by new construction and growth

Goal	Department Objective	Strategy/Measure	Performance Indicator	2018-19	2019-20	2020-21	2021-22
				Actual	Actual	Target	Target
1	Ensure that the infrastructure meets the capacity needs of the City by developing infrastructure that enables quality/smart growth; and eliminating existing infrastructure deficits.	★ # Design Projects Completed	Workload	20	9	10	11
		# Construction Projects Completed	Workload	13	7	11	11
		% Projects Designed within 30 days of schedule	100%	42%	43%	100%	100%
		% Projects Constructed within 45 days of scheduler	100%	93%	100%	100%	100%
2	Review infrastructure master plan and prepare a schedule for updating the plan.	# Development Plans Reviewed	Workload	211	165	196	196
		# Plot Plans/Final Surveys/Reviewed and Inspected	Workload	615	79	134	134

## Accomplishments

- See accomplishments Water/Wastewater Utility Administration on pages 30 and 31.

## Budget Highlights

The FY 2021-22 Adopted Budget of \$1,743,150 is a decrease of \$692,401, or -28.43%, over the FY 2020-21 Adopted Budget of \$2,435,551. Significant changes to the FY 2021-22 Adopted Budget include the following:

- Wage increase for General Government employees;
- 8.7% Health Insurance premium rate increase;
- 10% increase in Workers Compensation and General Liability Insurance premiums;
- Decrease in Capital expenses.

# Water/Wastewater Utility Administration

EXPENSE GROUPING	FY 2018-19 Actuals	FY 2019-20 Actuals	FY 2020-21 Adopted	FY 2020-21 Amended	FY 2021-22 Adopted
<b><u>SALARIES</u></b>					
Executive Salaries	\$ 119,825	\$ 128,299	\$ 131,868	\$ 131,868	\$ 136,192
Regular Salaries & Wages	604,469	691,084	754,720	754,720	781,328
Other Salaries & Wages	11,084	6,018	5,000	5,000	5,000
Overtime	4,221	3,704	4,000	4,000	4,500
Special Pay	640	71	520	520	642
FICA/Medicare Taxes	53,215	58,411	62,686	62,686	64,304
<b>Total Salaries</b>	<b>793,454</b>	<b>887,587</b>	<b>958,794</b>	<b>958,794</b>	<b>991,966</b>
<b><u>BENEFITS</u></b>					
Retirement Contributions	34,729	38,476	41,409	41,409	42,922
Health Insurance	169,218	196,030	215,035	215,035	241,311
Workers' Compensation	7,956	6,279	5,701	5,757	5,199
<b>Total Benefits</b>	<b>211,903</b>	<b>240,785</b>	<b>262,145</b>	<b>262,201</b>	<b>289,432</b>
<b><u>OPERATING EXPENSES</u></b>					
Professional Services	55,796	109,643	25,300	58,886	85,300
Other Contractual Services	5,360	4,189	20,000	20,100	100,000
Travel & Per-Diem	1,665	(70)	1,570	1,570	894
Communications & Freight	7,351	7,182	7,491	7,491	7,618
Freight & Postage Service	454	539	500	500	500
Utility Services	19,281	20,492	19,647	19,647	21,376
Rentals & Leases	57,210	60,990	31,267	31,267	31,372
Insurance	8,481	6,950	8,021	8,049	8,776
Repair and Maintenance	18,661	21,766	20,972	20,972	20,786
Printing and Binding	140	71	200	200	200
Other Current Charges	82,609	124,580	1,259	1,259	1,259
Office Supplies	5,398	4,738	4,584	4,734	5,870
Operating Supplies	17,248	17,620	11,300	11,300	11,550
Books, Publications, Subs	7,953	5,665	12,501	12,501	11,251
<b>Total Operating Expenses</b>	<b>287,607</b>	<b>384,355</b>	<b>164,612</b>	<b>198,476</b>	<b>306,752</b>
<b><u>CAPITAL</u></b>					
Improvements Other than Bldgs	119,945	230,980	1,050,000	1,210,676	155,000
Contra Asset Account	(119,945)	(211,480)	-	-	-
<b>Total Capital</b>	<b>-</b>	<b>19,500</b>	<b>1,050,000</b>	<b>1,210,676</b>	<b>155,000</b>
<b>Total Expenses by Grouping</b>	<b>\$ 1,292,964</b>	<b>\$ 1,532,227</b>	<b>\$ 2,435,551</b>	<b>\$ 2,630,147</b>	<b>\$ 1,743,150</b>

## **5 Year Budget Projection**

EXPENSE GROUPING	2022-23 Projection	2023-24 Projection	2024-25 Projection	2025-26 Projection	2026-27 Projection
Salaries	1,023,709	1,056,468	1,090,275	1,125,163	1,161,169
Benefits	312,587	337,593	364,601	393,769	428,027
Operating Expenses	322,528	339,138	356,625	375,041	394,435
Capital	-	-	-	-	-
<b>Total Projection</b>	<b>\$ 1,658,824</b>	<b>\$ 1,733,199</b>	<b>\$ 1,811,501</b>	<b>\$ 1,893,973</b>	<b>\$ 1,983,631</b>

# Utility Billing & Customer Service

## 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 167,000 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.

## Personnel Summary

	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	Change
Customer Service Rep	4.00	3.00	2.00	2.00	2.00	0.00
Sr. Customer Service Rep	0.00	0.00	1.00	1.00	1.00	0.00
Utility Billing Specialist	1.00	1.00	1.00	1.00	1.00	0.00
Utility Billing Supervisor	1.00	1.00	1.00	1.00	1.00	0.00
<b>Total</b>	<b>6.00</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>	<b>0.00</b>

## Goals

1. Provide timely billing of utility accounts and a broad spectrum of payment options.
2. Continue high levels of customer service, productivity, and efficiency.

## Performance Measurements

### Legend

Workload = Level of Productivity

Efficiency=how much did it cost

▲ Impacted by COVID-19

Goal	Department Objective	Strategy/Measure	Performance Indicator	2018-19	2019-20	2020-21	2021-22
				Actual	Actual	Target	Target
1	Provide timely billing of utility accounts and a broad spectrum of payment options	% of payments from bank drafting	Workload	11.2%	11.4%	11.4%	11.4%
		% payments from credit card transactions	Workload	43.6%	44.8%	44.9%	44.9%
		▲ % payments from walk up customers	Workload	8.9%	5.4%	9.0%	9.0%
2	Continue high levels of customer service, productivity, and efficiency.	Total # of utility bills processed (Annual)	167,000	166,298	166,827	167,000	167,000
		▲ Total # of walk up customers served	15,000	14,785	9,041	15,000	15,000
		Total # of Liens Recorded	Workload	11	10	12	12
		Cost per bill processed	Efficiency	3.89	4.00	3.78	3.69
		% Productivity rate of personnel as % of total available hours	85.00%	83.89%	83.30%	85.00%	85.00%

## Accomplishments

- See accomplishments for Utility Billing and Customer Service on pages 46 and 50-51.

## Budget Highlights

The FY 2021-22 Adopted Budget of \$652,372 is an increase of \$36,820, or 5.98%, over the FY 2020-21 Adopted Budget of \$615,552. Significant changes to the FY 2021-22 Adopted Budget include the following:

- Wage increase for General Government employees;
- 8.7% Health Insurance premium rate increase;
- 10% increase in Workers Compensation and General Liability Insurance premiums.

# Utility Billing & Customer Service

EXPENSE GROUPING	FY 2018-19 Actuals	FY 2019-20 Actuals	FY 2020-21 Adopted	FY 2020-21 Amended	FY 2021-22 Adopted
<b>SALARIES</b>					
Regular Salaries & Wages	\$ 210,889	\$ 197,589	\$ 230,323	\$ 230,323	\$ 240,885
Overtime	636	837	1,000	1,000	1,000
Special Pay	-	711	-	-	-
FICA/Medicare Taxes	13,914	14,590	16,017	16,017	16,268
<b>Total Salaries</b>	<b>225,439</b>	<b>213,727</b>	<b>247,340</b>	<b>247,340</b>	<b>258,153</b>
<b>BENEFITS</b>					
Retirement Contributions	14,556	10,291	11,566	11,566	10,620
Health Insurance	67,080	67,558	75,267	75,267	76,952
Workers' Compensation	391	232	288	291	336
<b>Total Benefits</b>	<b>82,027</b>	<b>78,081</b>	<b>87,121</b>	<b>87,124</b>	<b>87,908</b>
<b>OPERATING EXPENSES</b>					
Professional Services	-	25,381	-	-	-
Other Contractual Services	75,346	74,692	82,780	82,780	80,280
Travel & Per-Diem	-	-	2,071	2,071	581
Communications & Freight	311	356	445	445	422
Freight & Postage Service	1,655	1,529	1,740	1,740	1,700
Utility Services	1,577	1,679	1,741	1,741	1,796
Rentals & Leases	1,159	1,210	1,211	1,211	1,211
Insurance	8,979	6,757	7,993	8,023	8,792
Repair and Maintenance	18,180	19,086	20,210	20,210	20,900
Printing and Binding	376	723	1,027	1,027	1,027
Other Current Charges	151,475	180,159	155,000	155,000	184,830
Office Supplies	1,791	3,576	1,963	1,963	2,012
Operating Supplies	1,138	3,777	4,260	4,260	2,010
Books, Publications, Subs	-	-	650	650	750
<b>Total Operating Expenses</b>	<b>261,987</b>	<b>318,925</b>	<b>281,091</b>	<b>281,121</b>	<b>306,311</b>
<b>Total Expenses by Grouping</b>	<b>\$ 569,453</b>	<b>\$ 610,733</b>	<b>\$ 615,552</b>	<b>\$ 615,585</b>	<b>\$ 652,372</b>

## 5 Year Budget Projection

EXPENSE GROUPING	2022-23 Projection	2023-24 Projection	2024-25 Projection	2025-26 Projection	2026-27 Projection
Salaries	266,414	274,939	283,737	292,817	302,187
Benefits	94,941	102,536	110,739	119,598	130,003
Operating Expenses	322,066	338,653	356,118	374,509	393,878
Capital	-	-	-	-	-
<b>Total Projection</b>	<b>\$ 683,421</b>	<b>\$ 716,128</b>	<b>\$ 750,594</b>	<b>\$ 786,923</b>	<b>\$ 826,067</b>

# Water Division

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The **Water Production Division** 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 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.

The **Water Distribution Division** 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.

The **Reclaimed Water Conservation Division** 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.

The **Cross-Connection/Back Flow Prevention Division** 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.

# Water Division

## Personnel Summary

	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	Change
Compliance Project Admin	0.00	0.00	0.00	0.00	1.00	1.00
Cross Connection Ctrl Coord.	1.00	1.00	1.00	1.00	1.00	0.00
Lead Operator	1.00	1.00	1.00	1.00	1.00	0.00
Maintenance Worker II	0.00	1.00	1.00	0.00	0.00	0.00
Plant Maint and Elec Tech	1.00	1.00	1.00	1.00	1.00	0.00
Plant Operator	2.00	3.00	3.00	3.00	3.00	0.00
Utility Supervisor	1.00	1.00	1.00	1.00	1.00	0.00
Utility Technician	7.00	7.00	7.00	8.00	8.00	0.00
Water Conservation Coord	1.00	1.00	1.00	1.00	1.00	0.00
Water Plant Superintendent	1.00	1.00	1.00	1.00	0.00	-1.00
<b>Total</b>	<b>15.00</b>	<b>17.00</b>	<b>17.00</b>	<b>17.00</b>	<b>17.00</b>	<b>0.00</b>

## Goals

1. Sustain programs and efforts to conserve natural resources.
2. Maintain highest water quality standards.
3. Ensure that the infrastructure meets the capacity needs of the City by developing infrastructure that enables quality/smart growth; and eliminating existing infrastructure deficits.
4. Ensure that new development or redevelopment is done in a sustainable manner.
5. Maintain public health protections.
6. Continue high levels of customer service, productivity, and efficiency.

## Performance Measurements

### Legend

Workload = Level of Productivity

★ Impacted by new construction and growth

Goal	Department Objective	Strategy/Measure	Performance Indicator	2018-19	2019-20	2020-21	2021-22
				Actual	Actual	Target	Target
2	Maintain highest water quality standards	# gallons water produced (in million)	Workload	1,510	1,681	1,712	1,733
		Water Consumption	Workload	1,274	1,278	1,292	1,305
		Per capita consumption/day (gal)	Workload	89	89	85	85
		Water Quality Complains	0	2	3	3	5
		% water produced within FDEP compliance	100%	100.00%	100.00%	100.00%	100.00%
6	Continue high levels of customer service, productivity, and efficiency.	Total Meters Systemwide	Workload	18,413	18,549	18,594	18,594
		★ #new meters installs	26	92.00	48.00	26.00	26.00
		# Total work orders completed	Workload	14,300	11,073	12,650	12,650
		Linear ft of reclaim lines maintained	376,200	242,375	308,188	245,000	376,200
		Avg time to resolve customer issue (hours)	2	2	2	2	2
		Total # of reclaimed water customers	Workload	4,512	4,526	4,540	4,540

# Water Division

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## Accomplishments

- See accomplishments for Water Division on pages 30 and 31.

## Budget Highlights

The FY 2021-22 Adopted Budget of \$3,869,427 is a decrease of \$2,294,128 or -37.22%, over the FY 2020-21 Adopted Budget of \$6,163,555. Significant changes to the FY 2021-22 Adopted Budget include the following:

- Wage increase for General Government employees;
- 8.7% Health Insurance premium rate increase;
- 10% increase in Workers Compensation and General Liability Insurance premiums;
- Decrease in Capital expenses.



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# Water Division

EXPENSE GROUPING	FY 2018-19 Actuals	FY 2019-20 Actuals	FY 2020-21 Adopted	FY 2020-21 Amended	FY 2021-22 Adopted
<b><u>SALARIES</u></b>					
Regular Salaries & Wages	\$ 691,959	\$ 740,103	\$ 789,177	\$ 789,177	\$ 810,826
Overtime	64,918	57,901	56,400	56,400	56,400
Special Pay	6,069	6,491	5,100	5,100	6,240
FICA/Medicare Taxes	55,540	58,010	62,986	62,986	63,840
<b>Total Salaries</b>	<b>818,486</b>	<b>862,505</b>	<b>913,663</b>	<b>913,663</b>	<b>937,306</b>
<b><u>BENEFITS</u></b>					
Retirement Contributions	35,163	36,806	40,453	40,453	41,469
Health Insurance	184,846	204,291	216,663	216,663	267,871
Workers' Compensation	20,948	13,465	16,983	17,151	18,852
Unemployment	-	413	-	-	-
<b>Total Benefits</b>	<b>240,957</b>	<b>254,975</b>	<b>274,099</b>	<b>274,267</b>	<b>328,192</b>
<b><u>OPERATING EXPENSES</u></b>					
Professional Services	68,279	58,457	60,617	68,844	60,617
Other Contractual Services	420,644	192,005	394,402	388,402	344,798
Travel & Per-Diem	903	-	6,603	6,348	6,603
Communications & Freight	23,931	24,591	25,604	25,604	25,863
Freight & Postage Service	220	275	600	600	615
Utility Services	360,138	375,620	379,550	379,550	392,408
Rentals & Leases	119,697	132,822	120,571	120,786	115,901
Insurance	191,500	144,177	170,203	170,812	186,470
Repair and Maintenance	347,521	390,945	272,218	277,570	292,846
Printing and Binding	1,904	2,502	4,372	4,372	4,372
Promotional Activities	10,509	3,145	9,000	8,700	7,500
Other Current Charges	2,248	2,119	2,580	2,580	2,370
Office Supplies	3,825	3,723	6,125	6,575	6,139
Operating Supplies	435,501	460,571	528,295	531,002	522,374
Road Materials & Supplies	1,053	1,300	2,000	1,031	2,000
Books, Publications, Subs	4,477	3,268	8,053	8,053	8,053
<b>Total Operating Expenses</b>	<b>1,992,350</b>	<b>1,795,520</b>	<b>1,990,793</b>	<b>2,000,829</b>	<b>1,978,929</b>
<b><u>CAPITAL</u></b>					
Improvements Other than Bldgs	-	19,792	2,850,000	3,836,281	625,000
Capital Assets	23,852	-	135,000	131,986	-
Contra Asset Account	(23,852)	(19,792)	-	-	-
<b>Total Capital</b>	<b>-</b>	<b>-</b>	<b>2,985,000</b>	<b>3,968,267</b>	<b>625,000</b>
<b>Total Expenses by Grouping</b>	<b>\$ 3,051,793</b>	<b>\$ 2,913,000</b>	<b>\$ 6,163,555</b>	<b>\$ 7,157,026</b>	<b>\$ 3,869,427</b>

## **5 Year Budget Projection**

EXPENSE GROUPING	2022-23 Projection	2023-24 Projection	2024-25 Projection	2025-26 Projection	2026-27 Projection
Salaries	2,257,423	2,329,660	2,404,209	2,481,144	2,560,541
Benefits	761,975	822,933	888,767	959,868	1,043,377
Operating Expenses	2,731,794	2,879,605	3,035,930	3,201,305	3,376,307
Capital	-	-	-	-	-
<b>Total Projection</b>	<b>\$ 5,751,191</b>	<b>\$ 6,032,198</b>	<b>\$ 6,328,906</b>	<b>\$ 6,642,317</b>	<b>\$ 6,980,225</b>

# Wastewater Division

## 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.

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).

## Personnel Summary

	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	Change
Lead Operator	1.00	1.00	1.00	1.00	1.00	0.00
Lift Station Mechanic	3.00	3.00	3.00	4.00	4.00	0.00
Maintenance Worker I	0.00	0.00	1.00	1.00	0.00	-1.00
Maintenance Worker II	1.00	1.00	0.00	0.00	1.00	1.00
Plant Maintenance Specialist	0.00	1.00	0.00	0.00	0.00	0.00
Plant Operator	3.00	3.00	3.00	3.00	3.00	0.00
Utility Equipment Operator	2.00	2.00	2.00	1.00	1.00	0.00
Utility Supervisor	1.00	1.00	1.00	1.00	1.00	0.00
Wastewater Plant Superint.	0.00	0.00	1.00	1.00	1.00	0.00
<b>Total</b>	<b>11.00</b>	<b>12.00</b>	<b>12.00</b>	<b>12.00</b>	<b>12.00</b>	<b>0.00</b>

## Goals

1. Sustain programs and efforts to conserve natural resources.
2. Maintain public health protections.
3. Continue to provide a high level of maintenance for the City's wastewater infrastructure.
4. Enhance sewer system distribution.
5. Advance the City's wastewater reclamation facility to improve treatment and maximize sustainable reclaimed irrigation supply.

# Wastewater Division

## Performance Measurements

### Legend

Workload = Level of Productivity

Input = resources used

★ Impacted by new construction and growth

Goal	Department Objective	Strategy/Measure	Performance Indicator	2018-19	2019-20	2020-21	2021-22
				Actual	Actual	Target	Target
3	Continue to provide a high level of maintenance for the City's wastewater infrastructure	Waste Water transmission (per million gallons)	Workload	530	619	620	620
		★ Customers Served	Workload	10,375	10,375	10,400	10,400
		Lift Stations in Service	Input	70	70	70	71
		# customer complains	Workload	15	41	42	42
		Avg time to resolve complains	3	3	3	3	3
4	Enhance sewer system distribution	# gallons reuse produced (MG)	612	337	539	550	612
		Reuse sold (MG)	466	502	479	550	466

## Accomplishments

- See accomplishments for Wastewater Division on pages 30 and 31.

## Budget Highlights

The FY 2021-22 Adopted Budget of \$3,552,265 is a decrease of \$782,972, or -18.06%, over the FY 2020-21 Adopted Budget of \$4,335,237. Significant changes to the FY 2021-22 Adopted Budget include the following:

- Wage increase for General Government employees;
- 8.7% Health Insurance premium rate increase;
- 10% increase in Workers Compensation and General Liability Insurance premiums;
- Decrease in Capital expenses.

# Wastewater Division

EXPENSE GROUPING	FY 2018-19 Actuals	FY 2019-20 Actuals	FY 2020-21 Adopted	FY 2020-21 Amended	FY 2021-22 Adopted
<b>SALARIES</b>					
Regular Salaries & Wages	\$ 419,952	\$ 421,690	\$ 564,974	\$ 564,974	\$ 567,116
Overtime	35,585	26,177	33,350	33,350	33,350
Special Pay	5,901	5,139	5,249	5,249	5,315
FICA/Medicare Taxes	35,105	32,303	45,049	45,049	45,082
<b>Total Salaries</b>	<b>496,543</b>	<b>485,309</b>	<b>648,622</b>	<b>648,622</b>	<b>650,863</b>
<b>BENEFITS</b>					
Retirement Contributions	15,601	18,393	26,994	26,994	26,998
Health Insurance	101,793	101,220	145,248	145,248	157,076
Workers' Compensation	13,335	9,822	12,900	13,027	13,591
<b>Total Benefits</b>	<b>130,729</b>	<b>129,435</b>	<b>185,142</b>	<b>185,269</b>	<b>197,665</b>
<b>OPERATING EXPENSES</b>					
Professional Services	43,159	17,720	45,310	86,310	55,310
Other Contractual Services	955,845	736,577	792,994	792,994	757,535
Travel & Per-Diem	881	-	6,332	6,332	6,332
Communications & Freight	22,639	25,852	31,589	31,589	30,285
Freight & Postage Service	222	35	150	150	150
Utility Services	404,628	371,575	416,339	416,339	390,995
Rentals & Leases	441,379	319,628	272,172	272,172	285,372
Insurance	117,897	91,543	107,193	107,548	116,673
Repair and Maintenance	394,057	284,933	444,923	463,623	463,823
Other Current Charges	66,606	79,140	79,140	79,140	85,009
Office Supplies	1,376	1,463	1,817	1,817	1,780
Operating Supplies	179,618	168,146	227,774	228,674	229,733
Books, Publications, Subs	3,931	2,872	5,740	4,840	5,740
<b>Total Operating Expenses</b>	<b>2,632,238</b>	<b>2,099,484</b>	<b>2,431,473</b>	<b>2,491,528</b>	<b>2,428,737</b>
<b>CAPITAL</b>					
Buildings	11,208	20,738	-	10,172	-
Improvements Other than Bldgs	59,224	26,587	315,000	749,134	275,000
Capital Assets	267,117	6,350	755,000	781,170	-
Contra Asset Account	(337,549)	(53,675)	-	-	-
<b>Total Capital</b>	<b>-</b>	<b>-</b>	<b>1,070,000</b>	<b>1,540,476</b>	<b>275,000</b>
<b>Total Expenses by Grouping</b>	<b>\$ 3,259,510</b>	<b>\$ 2,714,228</b>	<b>\$ 4,335,237</b>	<b>\$ 4,865,895</b>	<b>\$ 3,552,265</b>

## 5 Year Budget Projection

EXPENSE GROUPING	2022-23 Projection	2023-24 Projection	2024-25 Projection	2025-26 Projection	2026-27 Projection
Salaries	671,691	693,185	715,367	738,258	761,883
Benefits	213,478	230,556	249,001	268,921	292,317
Operating Expenses	2,556,008	2,690,225	2,831,795	2,981,149	3,138,748
Capital	-	-	-	-	-
<b>Total Projection</b>	<b>\$ 3,441,176</b>	<b>\$ 3,613,966</b>	<b>\$ 3,796,162</b>	<b>\$ 3,988,329</b>	<b>\$ 4,192,947</b>

# Utility Revenue Bond/SRF Sinking Fund (403)

## Schedule of Debt Service Requirements, Business-type Activities

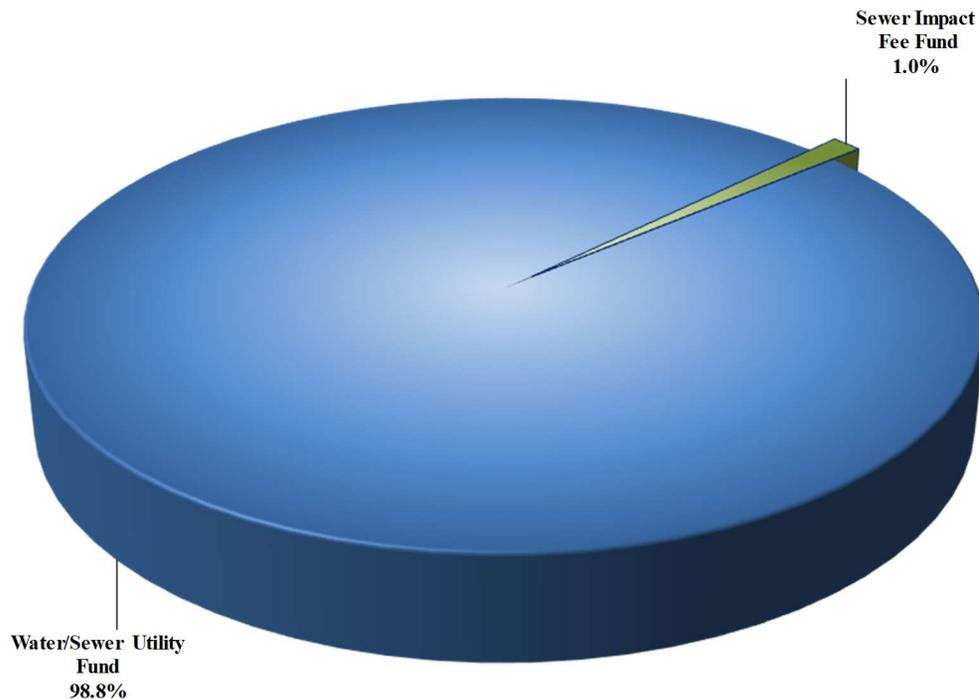
	FY 2021-22 Debt Service Requirements	Percent of Total Debt Service Requirement	Total Debt Service Requirements		
			Principal Outstanding 10/1/2021	Total Interest to Maturity at 10/1/2021	Requirements to Maturity
<b>Business Type Activities:</b>					
<i>Revenue Notes Supported by Enterprise Funds</i>					
Utility Revenue Note Series 2007	270,849	7.96%	1,656,000	233,260	1,889,260
Utility Refunding Revenue Note Series 2014	453,664	13.33%	6,664,000	1,620,157	8,284,157
Utility Refunding Revenue Note Series 2014A	369,450	10.86%	1,743,000	111,188	1,854,188
Utility Revenue Note Series 2017					
<i>Revenue Bonds Supported by Enterprise Funds</i>					
Utility Revenue Bonds Series 2020A*	1,913,875	56.24%	28,360,000	15,866,150	44,226,150
<i>Notes Payable</i>					
State Revolving Fund Loan Series 2006	237,546	6.98%	1,103,807	83,922	1,187,728
State Revolving Fund Loan Series 2012	157,369	4.62%	1,668,092	377,709	2,045,800
<b>Total Business Type Activities</b>	<b>\$ 3,402,753</b>	<b>100.00%</b>	<b>\$ 41,194,898</b>	<b>\$ 18,292,385</b>	<b>\$ 59,487,283</b>

\* Bond Ratings:  
 Moody's Investors Services, Inc ("Moody's")  
 S&P Global Ratings (S&P)

**Aa3**  
**AA**

<b>Budget Guidelines:</b>	Actual	Guideline	Income Available for Debt Service
Debt Service coverage should be a minimum of 125% in the Water/Wastewater Fund	2.25	>1.25	7,643,958

### FY 2021-22 Revenue Sources for Debt Service Payments for Business Type Activities



# Utility Revenue Bond/SRF Sinking Fund (403)

REVENUE GROUPINGS	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2020-21 Amended	FY 2021-22 Adopted
Debt Proceeds	-	-	3,600,000	3,615,000	-
<b>Total Revenues</b>	-	-	3,600,000	3,615,000	-
<b>Transfers in</b>	4,219,803	4,196,825	3,904,514	3,904,514	3,402,753
<b>Appropriated Fund Balance</b>	-	-	-	143,454	-
<b>TOTAL REVENUES</b>	<b>\$4,219,803</b>	<b>\$4,196,825</b>	<b>\$7,504,514</b>	<b>\$7,662,968</b>	<b>\$3,402,753</b>

EXPENSE GROUPINGS	FY 2017-18 Actual	FY 2018-19 Actual	FY 2019-20 Adopted	FY 2019-20 Amended	FY 2021-22 Adopted
<b>Debt Services</b>					
Principal	-	-	1,685,886	1,685,886	1,781,689
Interest	2,303,859	2,248,450	2,218,628	2,084,689	1,621,064
Other	13,714	(6,896)	-	310,562	-
<b>Total Debt Service</b>	2,317,573	2,241,554	3,904,514	4,081,137	3,402,753
<b>Transfer out</b>	-	-	3,600,000	3,581,831	-
<b>TOTAL EXPENSES</b>	<b>\$2,317,573</b>	<b>\$2,241,554</b>	<b>\$7,504,514</b>	<b>\$7,662,968</b>	<b>\$3,402,753</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 7 years (2027/28).

Revenue Pledged: Net revenues of the City's Utility System.

FY	PRINCIPAL	INTEREST	TOTAL
2021-22	211,000	59,849	270,849
2022-23	219,000	51,550	270,550
2023-24	227,000	42,943	269,943
2024-25	236,000	34,007	270,007
2025-26	245,000	24,723	269,723
Thereafter	518,000	20,188	538,188
<b>TOTAL</b>	<b>\$ 1,656,000</b>	<b>\$ 233,260</b>	<b>\$ 1,889,260</b>

### Utility Refunding and Revenue Bonds, Series 2020A

A \$28,360,000 Series 2020A Bonds were issued in November 2020. The Series 2020A Bonds were issued to (1) refund the outstanding balance of the Taxable Utility Revenue Bonds, Series 2010B that funded the acquisition of a wastewater collection, treatment, effluent disposal utility system, and reclaimed water utility facility, from Alafaya Utilities, Inc, and (2) finance various improvements to the utility system. This Bond matures in 20 years (2040/41).

Revenue Pledged: Net revenues of the Utility System, System Development Charges, and Water System Development Charges.

FY	PRINCIPAL	INTEREST	TOTAL
2021-22	685,000	1,228,875	1,913,875
2022-23	510,000	1,199,000	1,709,000
2023-24	530,000	1,173,000	1,703,000
2024-25	560,000	1,145,750	1,705,750
2025-26	585,000	1,117,125	1,702,125
Thereafter	25,490,000	10,002,400	35,492,400
<b>TOTAL</b>	<b>\$ 28,360,000</b>	<b>\$ 15,866,150</b>	<b>\$ 44,226,150</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 12 years (2032/33).

Revenue Pledged: Net revenues of the City's Utility System.

FY	PRINCIPAL	INTEREST	TOTAL
2021-22	241,000	212,664	453,664
2022-23	245,000	204,766	449,766
2023-24	251,000	196,706	447,706
2024-25	257,000	188,451	445,451
2025-26	268,000	179,920	447,920
Thereafter	5,402,000	637,650	6,039,650
<b>TOTAL</b>	<b>\$ 6,664,000</b>	<b>\$ 1,620,157</b>	<b>\$ 8,284,157</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 5 years (2025/26).

Revenue Pledged: Net revenues of the City's Utility System.

FY	PRINCIPAL	INTEREST	TOTAL
2021-22	330,000	39,450	369,450
2022-23	340,000	31,075	371,075
2023-24	349,000	22,463	371,463
2024-25	358,000	13,625	371,625
2025-26	366,000	4,575	370,575
Thereafter	-	-	-
<b>TOTAL</b>	<b>\$ 1,743,000</b>	<b>\$ 111,188</b>	<b>\$ 1,854,188</b>

# Utility Revenue Bond/SRF Sinking Fund (403)

## Debt Overview – 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 5 years (2025/26).

Revenue Pledged: Gross revenues derived yearly from the operation of the Water & Sewer Systems.

FY	PRINCIPAL	INTEREST	TOTAL
2021-22	209,039	28,506	237,546
2022-23	214,742	22,803	237,546
2023-24	220,601	16,944	237,546
2024-25	226,620	10,926	237,546
2025-26	232,803	4,742	237,545
Thereafter	-	-	-
<b>TOTAL</b>	<b>\$ 1,103,807</b>	<b>\$ 83,922</b>	<b>\$ 1,187,728</b>

### 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 13 years (2033/34).

Revenue Pledged: Gross revenues derived yearly from the operation of the Water & Sewer Systems.

FY	PRINCIPAL	INTEREST	TOTAL
2021-22	105,650	51,719	157,369
2022-23	109,004	48,365	157,369
2023-24	112,465	44,905	157,369
2024-25	116,035	41,334	157,369
2025-26	119,719	37,650	157,369
Thereafter	1,105,218	153,736	1,258,954
<b>TOTAL</b>	<b>\$ 1,668,092</b>	<b>\$ 377,709</b>	<b>\$ 2,045,800</b>

### Total Business Type Obligation Debt (Bonds/Notes)

FY	PRINCIPAL	INTEREST	TOTAL
2021-22	1,781,689	1,621,064	3,402,753
2022-23	1,637,747	1,557,559	3,195,306
2023-24	1,690,066	1,496,960	3,187,026
2024-25	1,753,656	1,434,093	3,187,749
2025-26	1,816,523	1,368,735	3,185,258
Thereafter	32,515,218	10,813,974	43,329,192
<b>TOTAL</b>	<b>\$ 41,194,898</b>	<b>\$ 18,292,385</b>	<b>\$ 59,487,283</b>

## Water/Wastewater R & R Fund (406)

REVENUE GROUPINGS	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2020-21 Amended	FY 2021-22 Adopted
Interest	38,388	23,324	8,515	8,515	7,672
<b>Total Revenues</b>	<b>38,388</b>	<b>23,324</b>	<b>8,515</b>	<b>8,515</b>	<b>7,672</b>
<b>Transfers in</b>	<b>649,526</b>	<b>1,800,000</b>	<b>1,132,949</b>	<b>1,132,949</b>	<b>905,295</b>
<b>Appropriated Fund Balance</b>	<b>-</b>	<b>-</b>	<b>723,566</b>	<b>861,386</b>	<b>1,170,033</b>
<b>TOTAL REVENUES</b>	<b>\$ 687,914</b>	<b>\$1,823,324</b>	<b>\$1,865,030</b>	<b>\$2,002,850</b>	<b>\$2,083,000</b>
EXPENSE GROUPINGS	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2020-21 Amended	FY 2021-22 Adopted
<b>Operating Expenses</b>					
Repairs and Maintenance	604,701	873,212	1,173,000	1,065,442	1,170,000
Operating Supplies	145,089	111,712	215,000	215,000	253,000
<b>Total Operating Expenses</b>	<b>749,790</b>	<b>984,924</b>	<b>1,388,000</b>	<b>1,280,442</b>	<b>1,423,000</b>
<b>Capital:</b>	<b>-</b>	<b>-</b>	<b>327,030</b>	<b>417,408</b>	<b>560,000</b>
<b>Transfer out</b>	<b>653,596</b>	<b>68,165</b>	<b>-</b>	<b>155,000</b>	<b>-</b>
<b>Reserve for Contingencies</b>	<b>-</b>	<b>-</b>	<b>150,000</b>	<b>150,000</b>	<b>100,000</b>
<b>TOTAL EXPENSES</b>	<b>\$1,403,386</b>	<b>\$1,053,089</b>	<b>\$1,865,030</b>	<b>\$2,002,850</b>	<b>\$2,083,000</b>

## Vehicle and Equipment Replacement Fund (407)

REVENUE GROUPINGS	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2020-21 Amended	FY 2021-22 Adopted
Charges for Services	484,687	456,807	339,365	339,365	348,016
Interest	19,996	70,211	2,000	22,329	2,000
<b>Total Revenues</b>	<b>504,683</b>	<b>527,018</b>	<b>341,365</b>	<b>361,694</b>	<b>350,016</b>
<b>Transfers in</b>	-	-	-	155,000	-
<b>Appropriated Fund Balance</b>	-	-	-	84,053	-
<b>TOTAL REVENUES</b>	<b>\$ 504,683</b>	<b>\$ 527,018</b>	<b>\$ 341,365</b>	<b>\$ 600,747</b>	<b>\$ 350,016</b>
EXPENSE GROUPINGS	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2020-21 Amended	FY 2021-22 Adopted
<b>Operating Expenses</b>					
Operating Supplies	7,942	-	-	-	-
<b>Total Operating Expenses</b>	<b>7,942</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Capital:</b>	-	-	48,000	319,045	310,000
<b>Transfer out</b>	105,356	478,310	-	-	-
<b>Reserve for Contingencies</b>	-	-	293,365	281,702	40,016
<b>TOTAL EXPENSES</b>	<b>\$ 113,298</b>	<b>\$ 478,310</b>	<b>\$ 341,365</b>	<b>\$ 600,747</b>	<b>\$ 350,016</b>

# Water System Impact Fee Fund (408)

REVENUE GROUPINGS	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2020-21 Amended	FY 2021-22 Adopted
Intergovernmental	62,994	-	-	-	-
Intergovernmental	62,994	-	-	-	-
Licenses, Permits and Fees	232,671	150,636	125,000	125,000	125,000
Interest	10,544	6,909	300	300	-
<b>Total Revenues</b>	<b>369,203</b>	<b>157,545</b>	<b>125,300</b>	<b>125,300</b>	<b>125,000</b>
<b>Appropriated Fund Balance</b>	-	-	499,700	506,021	-
<b>TOTAL REVENUES</b>	<b>\$ 369,203</b>	<b>\$ 157,545</b>	<b>\$ 625,000</b>	<b>\$ 631,321</b>	<b>\$ 125,000</b>
EXPENSE GROUPINGS	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2020-21 Amended	FY 2021-22 Adopted
<b>Operating Expenses</b>					
Professional and Contractual	-	-	-	410	-
Operating Supplies	57,403	98,552	70,000	72,041	75,000
<b>Total Operating Expenses</b>	<b>57,403</b>	<b>98,552</b>	<b>70,000</b>	<b>72,451</b>	<b>75,000</b>
<b>Capital:</b>	-	-	500,000	505,911	-
<b>Transfer out</b>	82,385	16,437	-	-	-
<b>Reserve for Contingencies</b>	-	-	55,000	52,959	50,000
<b>TOTAL EXPENSES</b>	<b>\$ 139,788</b>	<b>\$ 114,989</b>	<b>\$ 625,000</b>	<b>\$ 631,321</b>	<b>\$ 125,000</b>

# Wastewater System Impact Fee Fund (409)

REVENUE GROUPINGS	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2020-21 Amended	FY 2021-22 Adopted
Licenses, Permits and Fees	137,641	109,096	95,000	95,000	95,000
Interest	18,349	10,116	500	500	1,000
<b>Total Revenues</b>	<b>155,990</b>	<b>119,212</b>	<b>95,500</b>	<b>95,500</b>	<b>96,000</b>
<b>Appropriated Fund Balance</b>	-	-	-	24,997	479,357
<b>TOTAL REVENUES</b>	<b>\$ 155,990</b>	<b>\$ 119,212</b>	<b>\$ 95,500</b>	<b>\$ 120,497</b>	<b>\$ 575,357</b>

EXPENSE GROUPINGS	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2020-21 Amended	FY 2021-22 Adopted
<b>Operating Expenses</b>					
Professional and Contractual	-	-	-	24,997	-
<b>Total Operating Expenses</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>24,997</b>	<b>-</b>
<b>Capital</b>	-	-	-	-	525,000
<b>Transfer out</b>	<b>72,263</b>	<b>96,794</b>	<b>40,355</b>	<b>40,355</b>	<b>40,357</b>
<b>Reserve for Contingencies</b>	-	-	55,145	55,145	10,000
<b>TOTAL EXPENSES</b>	<b>\$ 72,263</b>	<b>\$ 96,794</b>	<b>\$ 95,500</b>	<b>\$ 120,497</b>	<b>\$ 575,357</b>

# Stormwater Fund (410)

## Revenue and Expense by Category

REVENUE GROUPING	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2020-21 Amended	FY 2021-22 Adopted
<b>Operating Revenues</b>					
Stormwater Operating	2,528,182	2,768,066	2,578,745	2,578,745	2,823,546
Intergovernmental	-	20,316	-	-	-
Interest Earnings	18,492	10,898	3,000	3,000	3,000
Miscellaneous	219,736	7,964	-	-	-
<b>Total Operating Revenues</b>	<b>2,766,410</b>	<b>2,807,244</b>	<b>2,581,745</b>	<b>2,581,745</b>	<b>2,826,546</b>
<b>Non-Operating Revenues</b>					
Interfund Transfers	35,631	39,906	-	-	-
Appropriated Fund Balance	-	-	30,414	489,520	232,495
<b>Total Non-Operating Revenues</b>	<b>35,631</b>	<b>39,906</b>	<b>30,414</b>	<b>489,520</b>	<b>232,495</b>
<b>TOTAL REVENUES</b>	<b>\$ 2,802,041</b>	<b>\$ 2,847,150</b>	<b>\$ 2,612,159</b>	<b>\$ 3,071,265</b>	<b>\$ 3,059,041</b>
EXPENSE GROUPING	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2020-21 Amended	FY 2021-22 Adopted
<b>Personnel Services</b>					
Salaries & Wages	400,516	438,616	510,108	510,108	530,147
Benefits	146,960	171,378	201,826	201,959	216,968
<b>Total Personnel Services</b>	<b>547,476</b>	<b>609,994</b>	<b>711,934</b>	<b>712,067</b>	<b>747,115</b>
<b>Operating Expenses</b>					
Professional and Contractual	117,520	118,024	141,581	148,006	157,272
Communications	4,017	3,591	7,503	7,503	7,656
Utilities	7,886	5,991	8,038	8,038	6,200
Rentals and Leases	9,062	-	8,000	4,000	8,000
Insurance	17,259	12,867	14,911	14,968	16,402
Repairs and Maintenance	514,224	154,850	458,304	456,329	168,791
Operating Supplies	81,059	40,652	61,215	61,215	56,450
Vehicle Replacement	170,026	138,598	121,131	121,131	121,061
Other	68,876	24,881	6,995	6,995	4,365
<b>Total Operating Expenses</b>	<b>989,929</b>	<b>499,454</b>	<b>827,678</b>	<b>828,185</b>	<b>546,197</b>
<b>Capital</b>	<b>-</b>	<b>-</b>	<b>250,000</b>	<b>708,656</b>	<b>985,553</b>
<b>Debt</b>	<b>136,945</b>	<b>128,127</b>	<b>435,588</b>	<b>435,588</b>	<b>435,378</b>
<b>Depreciation</b>	<b>826,590</b>	<b>799,765</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Transfers &amp; Reserve</b>					
Transfers to Other Funds	395,575	334,568	336,959	336,959	274,798
Reserve for Contingency	-	-	50,000	49,810	70,000
<b>Total Transfers &amp; Reserve</b>	<b>395,575</b>	<b>334,568</b>	<b>386,959</b>	<b>386,769</b>	<b>344,798</b>
<b>TOTAL EXPENSES</b>	<b>\$ 2,896,515</b>	<b>\$ 2,371,908</b>	<b>\$ 2,612,159</b>	<b>\$ 3,071,265</b>	<b>\$ 3,059,041</b>

# Stormwater Fund (410)

## Revenue and Expense by Department/Division

REVENUE GROUPING	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2020-21 Amended	FY 2021-22 Adopted
<b><u>Charges for Services</u></b>					
Stormwater Operating	2,528,182	2,768,066	2,578,745	2,578,745	2,823,546
<b>Total Charges for Services</b>	<b>2,528,182</b>	<b>2,768,066</b>	<b>2,578,745</b>	<b>2,578,745</b>	<b>2,823,546</b>
<b><u>Intergovernmental Revenue</u></b>					
Stormwater Operating	-	20,316	-	-	-
<b>Total Intergovernmental Revenue</b>	<b>-</b>	<b>20,316</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b><u>Miscellaneous Revenues</u></b>					
Interest Earnings	18,492	10,898	3,000	3,000	3,000
Miscellaneous	219,736	7,964	-	-	-
<b>Total Miscellaneous Revenues</b>	<b>238,228</b>	<b>18,862</b>	<b>3,000</b>	<b>3,000</b>	<b>3,000</b>
<b><u>Interfund Transfers</u></b>					
	35,631	39,906	-	-	-
<b><u>Fund Balance</u></b>					
	-	-	30,414	489,520	232,495
<b>TOTAL REVENUES</b>	<b>\$ 2,802,041</b>	<b>\$ 2,847,150</b>	<b>\$2,612,159</b>	<b>\$3,071,265</b>	<b>\$3,059,041</b>
EXPENSE GROUPING	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2020-21 Amended	FY 2021-22 Adopted
<b><u>Stormwater Administration</u></b>					
Personnel Services	138,647	165,533	226,755	226,771	246,188
Operating Expenses	102,209	56,656	73,710	73,719	67,911
<b>Total Administrative</b>	<b>240,856</b>	<b>222,189</b>	<b>300,465</b>	<b>300,490</b>	<b>314,099</b>
<b><u>Stormwater Maintenance</u></b>					
Personnel Services	408,829	444,461	485,179	485,296	500,927
Operating Expenses	887,667	442,798	753,968	754,016	478,286
<b>Total Operations</b>	<b>1,296,496</b>	<b>887,259</b>	<b>1,239,147</b>	<b>1,239,312</b>	<b>1,064,766</b>
<b><u>Stormwater Capital Projects</u></b>					
Operating Expenses	53	-	-	450	-
Capital Outlay	-	-	250,000	708,656	900,000
<b>Total Capital Projects</b>	<b>53</b>	<b>-</b>	<b>250,000</b>	<b>709,106</b>	<b>900,000</b>
<b><u>Debt</u></b>					
	136,945	128,127	435,588	435,588	435,378
<b><u>Depreciation</u></b>					
	826,590	799,765	-	-	-
<b><u>Transfers/Reserve for Contingency</u></b>					
Transfers to Other Funds	395,575	334,568	336,959	336,959	274,798
Reserve for Contingency	-	-	50,000	49,810	70,000
<b>Total Transfers/Reserves</b>	<b>395,575</b>	<b>334,568</b>	<b>386,959</b>	<b>386,769</b>	<b>344,798</b>
<b>TOTAL EXPENSES</b>	<b>\$ 2,896,515</b>	<b>\$ 2,371,908</b>	<b>\$2,612,159</b>	<b>\$3,071,265</b>	<b>\$3,059,041</b>

# Stormwater Utility

**Description**

The **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.

The **Stormwater Maintenance Division** 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 308 wet or dry retention/detention ponds that serve as treatment areas for Stormwater run-off.

**Personnel Summary**

	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	Change
Engineer II PT	0.50	0.50	0.50	0.50	0.50	0.00
Crew Leader	1.00	1.00	1.00	1.00	1.00	0.00
Eng & Operations Coord.	1.00	0.00	0.00	0.00	0.00	0.00
Eng Specialist/ Inspector	1.00	1.00	1.00	1.00	0.00	-1.00
Environmental Technician	1.00	1.00	1.00	1.00	1.00	0.00
Field Inspector	0.00	0.00	0.00	0.00	1.00	1.00
Heavy Equipment Operator II	2.00	2.00	2.00	2.00	2.00	0.00
Maintenance Worker I	2.00	1.00	2.00	2.00	3.00	1.00
Maintenance Worker II	1.00	2.00	1.00	1.00	0.00	-1.00
Stormwater Coordinator	1.00	1.00	1.00	1.00	1.00	0.00
Street Sweeper/Vac Truck	2.00	2.00	2.00	2.00	2.00	0.00
<b>Total</b>	<b>12.50</b>	<b>11.50</b>	<b>11.50</b>	<b>11.50</b>	<b>11.50</b>	<b>0.00</b>

**Goals**

1. Maintain and enhance stormwater management.
2. Monitor NPDES permit compliance at a high level.
3. Provide leadership on critical local issues.
4. Periodic review and updating of the Strategic Plan.
5. Reduce flooding; meet State water quality standards and NPDES standards.
6. Maintain stormwater ponds at a superior level.
7. Continue to inspect wet and dry retention/detention ponds at high level
8. Supports community participation

# Stormwater Utility

## Performance Measurements

**Legend**

Workload = Level of Productivity  
 Input = resources used

Goal	Department Objective	Strategy/Measure	Performance Indicator	2018-19	2019-20	2020-21	2021-22
				Actual	Actual	Target	Target
1	Maintain and enhance stormwater management.	Linear feet of stormwater lines (1)	Input	727,012	397,150	397,150	400,000
		# of work orders received	Workload	506	823	900	900
		Stormpipe cleaned (feet)	3,500	225	1,062	3,500	3,500
		Miles of Ditches Maintained & Inspected (2)	Workload	32	22	28	28
		Drainage Complaints/ Inquiries by residents	Workload	32	38	30	30
6	Maintain stormwater ponds at a superior level	# of ponds maintained (3)	120	59	286	120	120
		# of public pond inspections (4)	308	98	237	308	308
		% of City ponds inspected one time per year	100%	42%	17%	100%	80%
		% of City ponds in compliance with standards	100%	29%	80%	100%	100%
(1) Linear feet of stormwater lines was revised in FY 2019-20 to include length between inlets.							
(2) Includes Ditch work and construction.							
(3) The goal is to perform maintenance on all of the public ponds within three (3) years.							
(4) The City has 308 public ponds that should be inspected once a year.							

## Accomplishments

- See accomplishments for Stormwater Utility on pages 32 and 33.

## Budget Highlights

The FY 2021-22 Adopted Budget of \$2,278,865 is an increase of \$489,253, or 27.34%, over the FY 2020-21 Adopted Budget of \$1,789,612. Significant changes to the FY 2021-22 Adopted Budget include the following:

- Wage increase for General Government employees;
- 8.7% Health Insurance premium rate increase;
- 10% increase in Workers Compensation and General Liability Insurance premiums;
- Increase in Capital expenses for on-going maintenance and improvements to the stormwater system, totaling \$985,553:
  - Pipe Lining;
  - Panther Street Ditch piping;
  - Alafaya Woods Infrastructure lining;
  - Update to the Stormwater Master Plan;
  - Purchase of ditch clearing and dredging machine

# Stormwater Utility

EXPENSE GROUPING	FY 2018-19 Actuals	FY 2019-20 Actuals	FY 2020-21 Adopted	FY 2020-21 Amended	FY 2021-22 Adopted
<b>SALARIES</b>					
Regular Salaries & Wages	\$ 326,233	\$ 370,249	\$ 429,333	\$ 429,333	\$ 450,297
Other Salaries & Wages	30,213	33,244	34,081	34,081	35,918
Overtime	16,571	5,538	12,400	12,400	8,200
Special Pay	-	-	445	445	427
FICA/Medicare Taxes	27,499	29,585	33,849	33,849	35,305
<b>Total Salaries</b>	<b>400,516</b>	<b>438,616</b>	<b>510,108</b>	<b>510,108</b>	<b>530,147</b>
<b>BENEFITS</b>					
Retirement Contributions	16,085	18,449	21,307	21,307	22,127
Health Insurance	116,370	141,587	167,023	167,023	181,342
Workers' Compensation	14,505	11,342	13,496	13,629	13,499
<b>Total Benefits</b>	<b>146,960</b>	<b>171,378</b>	<b>201,826</b>	<b>201,959</b>	<b>216,968</b>
<b>OPERATING EXPENSES</b>					
Professional Services	22,567	19,798	47,700	48,150	50,000
Other Contractual Services	94,953	98,226	93,881	99,856	107,272
Travel & Per-Diem	-	-	430	430	-
Communications & Freight	4,017	3,591	7,503	7,503	7,656
Freight & Postage Service	79	2	-	200	-
Utility Services	7,886	5,991	8,038	8,038	6,200
Rentals & Leases	179,088	138,598	129,131	125,131	129,061
Insurance	17,259	12,867	14,911	14,968	16,402
Repair and Maintenance	514,224	154,850	458,304	456,329	168,791
Printing and Binding	-	-	500	350	500
Promotional Activities	2,000	2,000	6,000	6,000	2,500
Other Current Charges	65,486	23,645	465	465	265
Office Supplies	71	194	300	250	300
Operating Supplies	78,909	38,456	54,415	54,415	53,150
Books, Publications, Subs	3,390	1,236	6,100	6,100	4,100
<b>Total Operating Expenses</b>	<b>989,929</b>	<b>499,454</b>	<b>827,678</b>	<b>828,185</b>	<b>546,197</b>
<b>CAPITAL</b>					
Land	203,931	-	-	-	-
Improvements Other than Bldgs	507,074	237,760	250,000	708,656	900,000
Capital Assets	-	8,118	-	-	85,553
Contra Asset Account	(711,005)	(245,878)	-	-	-
<b>Total Capital</b>	<b>-</b>	<b>-</b>	<b>250,000</b>	<b>708,656</b>	<b>985,553</b>
<b>Total Expenses by Grouping</b>	<b>\$ 1,537,405</b>	<b>\$ 1,109,448</b>	<b>\$ 1,789,612</b>	<b>\$ 2,248,908</b>	<b>\$ 2,278,865</b>

## 5 Year Budget Projection

EXPENSE GROUPING	2022-23 Projection	2023-24 Projection	2024-25 Projection	2025-26 Projection	2026-27 Projection
Salaries	547,112	564,619	582,687	601,333	620,576
Benefits	234,325	253,071	273,317	295,183	320,863
Operating Expenses	574,327	603,945	635,135	667,983	702,583
Capital	-	-	-	-	-
<b>Total Projection</b>	<b>\$ 1,355,764</b>	<b>\$ 1,421,636</b>	<b>\$ 1,491,139</b>	<b>\$ 1,564,499</b>	<b>\$ 1,644,022</b>

# Stormwater Fund (410)

## Schedule of Debt Service Requirements and Overview

	FY 2021-22 Debt Service Requirements	Percent of Total Debt Service Requirement	Total Debt Service Requirements		
			Principal Outstanding 10/1/2021	Total Interest to Maturity at 10/1/2021	Requirements to Maturity
<b>Stormwater Activities:</b>					
<i>Revenue Notes Supported by Stormwater Funds</i>					
Utility Revenue Note Series 2017	435,378	100.00%	4,091,000	688,871	4,779,871
<b>Total Stormwater Activities</b>	<b>\$ 435,378</b>	<b>100.00%</b>	<b>\$ 4,091,000</b>	<b>\$ 688,871</b>	<b>\$ 4,779,871</b>

**FY 2021-22 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 11 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
2021-22	321,000	114,378	435,378
2022-23	330,000	104,906	434,906
2023-24	340,000	95,157	435,157
2024-25	350,000	85,118	435,118
2025-26	360,000	74,787	434,787
Thereafter	2,390,000	214,525	2,604,525
<b>TOTAL</b>	<b>\$ 4,091,000</b>	<b>\$ 688,871</b>	<b>\$ 4,779,871</b>

#### Total Stormwater Obligation Debt

FY	PRINCIPAL	INTEREST	TOTAL
2021-22	321,000	114,378	435,378
2022-23	330,000	104,906	434,906
2023-24	340,000	95,157	435,157
2024-25	350,000	85,118	435,118
2025-26	360,000	74,787	434,787
Thereafter	2,390,000	214,525	2,604,525
<b>TOTAL</b>	<b>\$ 4,091,000</b>	<b>\$ 688,871</b>	<b>\$ 4,779,871</b>

## Series 2007 Utility Construction Fund (415)

REVENUE GROUPINGS	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2020-21 Amended	FY 2021-22 Adopted
Interest	195	15	-	-	-
<b>Total Revenues</b>	195	15	-	-	-
<b>TOTAL REVENUES</b>	<b>\$ 195</b>	<b>\$ 15</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

EXPENSE GROUPINGS	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2020-21 Amended	FY 2021-22 Adopted
<u>Transfer out</u>	10,237	1,141	-	-	-
<b>TOTAL EXPENSES</b>	<b>\$ 10,237</b>	<b>\$ 1,141</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

# Series 2010A Util. Rev. Bonds Const. Fund (416)

REVENUE GROUPINGS	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2020-21 Amended	FY 2021-22 Adopted
Interest	75	12	-	-	-
<b>Total Revenues</b>	75	12	-	-	-
<b>TOTAL REVENUES</b>	<b>\$ 75</b>	<b>\$ 12</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
EXPENSE GROUPINGS	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2020-21 Amended	FY 2021-22 Adopted
<u>Transfer out</u>	-	-	-	-	-
<b>TOTAL EXPENSES</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

## Series 2010B Util. Rev. Bonds Const. Fund (417)

REVENUE GROUPINGS	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2020-21 Amended	FY 2021-22 Proposed
Interest	783	27	-	-	-
<b>Total Revenues</b>	<b>783</b>	<b>27</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL REVENUES</b>	<b>\$ 783</b>	<b>\$ 27</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

EXPENSE GROUPINGS	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2020-21 Amended	FY 2021-22 Proposed
<u>Transfer out</u>	1,551	-	-	-	-
<b>TOTAL EXPENSES</b>	<b>\$ 1,551</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

## 2020A Revenue Refunding Bonds Fund (418)

REVENUE GROUPINGS	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2020-21 Amended	FY 2021-22 Adopted
<u>Transfers in</u>	-	-	-	3,581,831	-
<b>TOTAL REVENUES</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$3,581,831</b>	<b>\$ -</b>

EXPENSE GROUPINGS	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2020-21 Amended	FY 2021-22 Adopted
<u>Operating Expenses</u>					
Professional and Contractual	-	-	-	5,740	-
<b>Total Operating Expenses</b>	-	-	-	5,740	-
<u>Capital:</u>	-	-	-	3,576,091	-
<b>TOTAL EXPENSES</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$3,581,831</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 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.

REVENUE GROUPINGS	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2020-21 Amended	FY 2021-22 Adopted
Charges for Services	1,392,456	1,559,401	1,452,291	1,452,291	1,700,919
<b>Total Revenues</b>	<b>1,392,456</b>	<b>1,559,401</b>	<b>1,452,291</b>	<b>1,452,291</b>	<b>1,700,919</b>
<b>Transfers in</b>	50,000	-	25,000	25,000	-
<b>TOTAL REVENUES</b>	<b>\$1,442,456</b>	<b>\$1,559,401</b>	<b>\$1,477,291</b>	<b>\$1,477,291</b>	<b>\$1,700,919</b>
EXPENSE GROUPINGS	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2020-21 Amended	FY 2021-22 Adopted
<b>Operating Expenses</b>					
Operating Supplies	1,419,422	1,445,200	1,426,869	1,426,869	1,670,559
<b>Total Operating Expenses</b>	<b>1,419,422</b>	<b>1,445,200</b>	<b>1,426,869</b>	<b>1,426,869</b>	<b>1,670,559</b>
<b>Debt Services</b>					
Interest	10,156	10,275	-	-	-
<b>Total Debt Service</b>	<b>10,156</b>	<b>10,275</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Reserve for Contingencies</b>	-	-	50,422	50,422	30,360
<b>TOTAL EXPENSES</b>	<b>\$1,429,578</b>	<b>\$1,455,475</b>	<b>\$1,477,291</b>	<b>\$1,477,291</b>	<b>\$1,700,919</b>



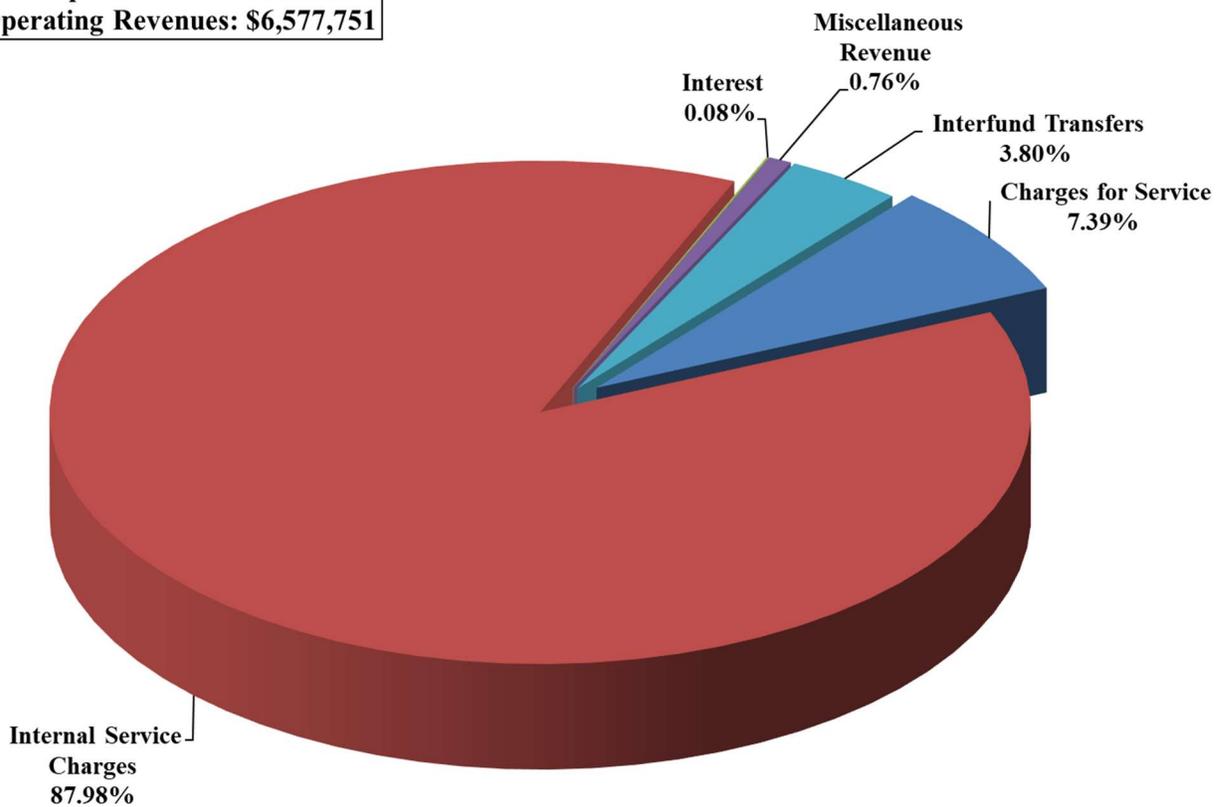
# **INTERNAL SERVICE FUNDS**

# Consolidated Summary – Internal Service Funds

## FY 2021-22 by Budgeted Revenues

	Fleet Fund	Medical Insurance Fund	Insurance Deductible Fund	Total All Funds
<b>BUDGETED REVENUES</b>				
Charges for Service	\$ 485,812	\$ -	\$ -	\$ 485,812
Internal Service Charges	-	5,786,939	-	5,786,939
Interest	-	5,000	-	5,000
Miscellaneous Revenue	-	50,000	-	50,000
<b>TOTAL OPERATING REVENUES</b>	<b>\$ 485,812</b>	<b>\$ 5,841,939</b>	<b>\$ -</b>	<b>\$ 6,327,751</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>\$ 485,812</b>	<b>\$ 5,841,939</b>	<b>\$ 250,000</b>	<b>\$ 6,577,751</b>

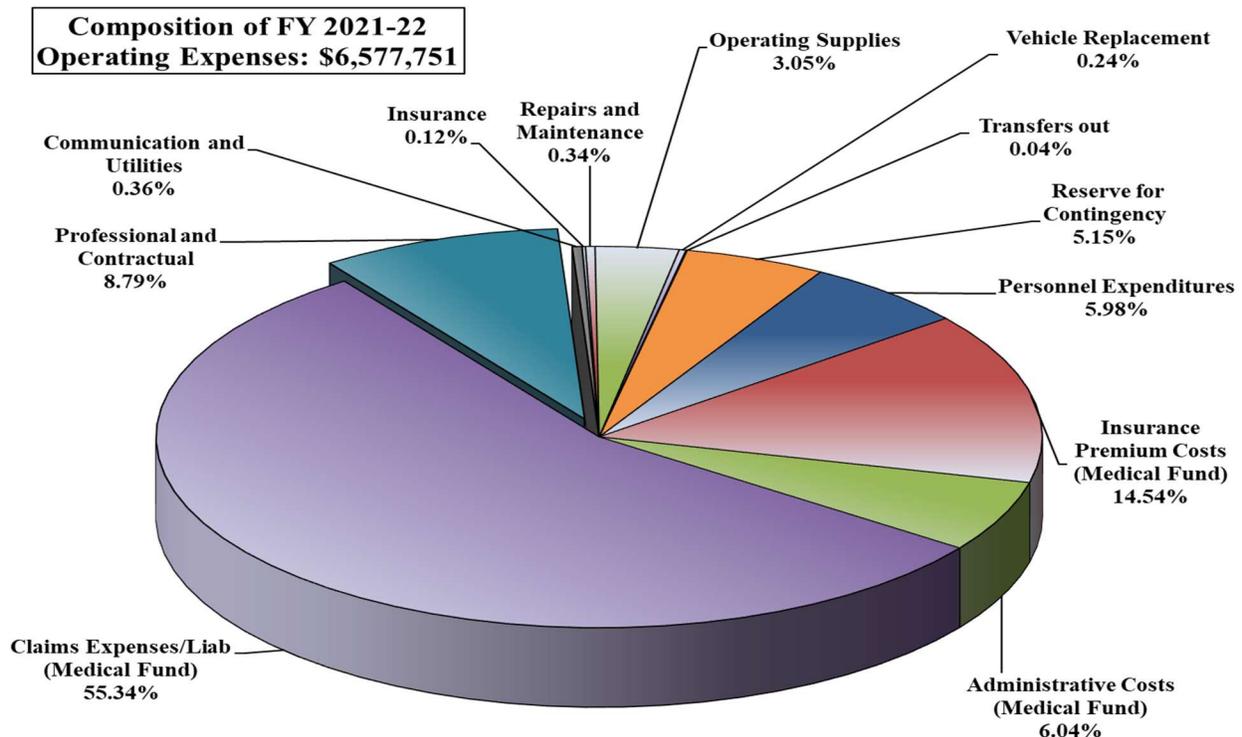
**Composition of FY 2021-22  
Operating Revenues: \$6,577,751**



# Consolidated Summary – Internal Service Funds

## FY 2021-22 by Budgeted Expenses

	Fleet Fund	Medical Insurance Fund	Insurance Deductible Fund	Total All Funds
<b>BUDGETED EXPENSES</b>				
Personnel Expenditures	\$ 378,552	\$ -	\$ -	\$ 378,552
Insurance Premium Costs (Medical Fund)	-	920,051	-	920,051
Administrative Costs (Medical Fund)	-	382,087	-	382,087
Claims Expenses/Liab (Medical Fund)	-	3,502,000	-	3,502,000
Professional and Contractual	3,100	553,120	-	556,220
Communication and Utilities	9,469	13,101	-	22,570
Insurance	7,738	-	-	7,738
Repairs and Maintenance	20,900	872	-	21,772
Operating Supplies	42,868	150,027	-	192,895
Vehicle Replacement	15,454	-	-	15,454
Other	-	-	250,000	250,000
<b>TOTAL OPERATING EXPENSES</b>	<b>\$ 478,081</b>	<b>\$ 5,521,258</b>	<b>\$ 250,000</b>	<b>\$ 6,249,339</b>
Transfers out	\$ 2,790	\$ -	\$ -	\$ 2,790
Reserve for Contingency	4,941	320,681	-	325,622
<b>TOTAL NON-OPERATING EXPENSES</b>	<b>\$ 7,731</b>	<b>\$ 320,681</b>	<b>\$ -</b>	<b>\$ 328,412</b>
<b>TOTAL APPROPRIATED EXPENSES AND RESERVES</b>	<b>\$ 485,812</b>	<b>\$ 5,841,939</b>	<b>\$ 250,000</b>	<b>\$ 6,577,751</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.

## Personnel Summary

	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	Change
Fleet Maint. Supervisor	1.00	1.00	1.00	1.00	1.00	0.00
Fleet Maint. Mechanic	2.00	2.00	2.00	2.00	2.00	0.00
Fleet Specialist	1.00	1.00	1.00	1.00	1.00	0.00
Lead Fleet Maint. Mechanic	1.00	1.00	1.00	1.00	1.00	0.00
<b>Total</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>	<b>0.00</b>

## Goals

1. Be one of the safest communities in the region.
2. Ensure a high level of City vehicle maintenance.
3. Continue high levels of customer service, productivity, and efficiency while maintaining fiscal health.

## Performance Measurements

### Legend

Workload = Level of Productivity

Input = resources used

Efficiency=how much did it cost

Goal	Department Objective	Strategy/Measure	Performance Indicator	2018-19	2019-20	2020-21	2021-22
				Actual	Actual	Target	Target
2	Ensure a high level of City vehicle maintenance	# pieces of rolling stock	Input	210	210	210	220
		# pieces of non-rolling stock	Input	176	176	176	180
		# "services" or work orders completed: Preventive Maintenance Services	Workload	513	1,222	600	1,730
		# "services" or work orders completed: Repairs/Other	Workload	1,542	891	1,400	390
3	Continue high levels of customer service, productivity, and efficiency while maintaining fiscal health	Average Cost per Vehicle	Efficiency	-	364	300	525
		Average time to complete repairs (hours)	1	2	1	1	
		Mechanic productivity rate	80%	58.00%	55.00%	80.00%	80.00%

## Accomplishments

- See accomplishments for Fleet on pages 50.

# Fleet Internal Service Fund (504)

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## **Budget Highlights**

The FY 2021-22 Adopted Budget of \$485,812, is an increase of \$33,192, or 7.33%, over the FY 2020-21 Adopted Budget of \$452,620. Significant changes to the FY 2021-22 Adopted Budget include the following:

- Wage increase for General Government employees;
- 8.7% Health Insurance premium rate increase;
- 10.0% Workers Compensation and General Liability Insurance premium increases;
- Increase in Repairs and Maintenance for fuel island repairs;
- Increase in the contribution to the Vehicle Replacement Fund;
- Increase in Other for recertifications and training subscriptions.



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# Fleet Internal Service Fund (504)

REVENUE GROUPING	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2020-21 Amended	FY 2021-22 Adopted
<b>Operating Revenues</b>					
Charges for Services	450,396	442,234	452,620	452,620	485,812
<b>Total Operating Revenues</b>	450,396	442,234	452,620	452,620	485,812
<b>TOTAL REVENUES</b>	<b>\$ 450,396</b>	<b>\$ 442,234</b>	<b>\$ 452,620</b>	<b>\$ 452,620</b>	<b>\$ 485,812</b>
EXPENSE GROUPING	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2020-21 Amended	FY 2021-22 Adopted
<b>Personnel Services</b>					
Salaries & Wages	218,273	249,152	269,405	269,405	282,621
Benefits	69,175	78,181	88,895	88,895	95,931
<b>Total Personnel Services</b>	287,448	327,333	358,300	358,300	378,552
<b>Operating Expenses</b>					
Professional and Contractual	1,629	358	3,158	3,158	3,100
Communications	1,916	2,184	2,176	2,176	2,488
Utilities	6,610	6,554	6,864	6,864	6,981
Rentals and Leases	1,073	730	1,342	1,342	1,342
Insurance	7,791	6,101	7,131	7,131	7,738
Repairs and Maintenance	25,390	37,776	14,750	20,750	20,900
Operating Supplies	15,094	10,281	14,583	14,583	16,956
Unleaded and Diesel Fuel	2,464	(284)	3,870	3,870	3,870
Vehicle Replacement	6,944	22,070	9,397	9,397	15,454
Other	12,160	10,932	12,900	12,900	20,700
<b>Total Operating Expenses</b>	81,071	96,702	76,171	82,171	99,529
<b>Transfers &amp; Reserve</b>					
Transfers to Other Funds	12,237	7,176	2,790	2,790	2,790
Reserve for Contingency	-	-	15,359	9,359	4,941
<b>Total Transfers &amp; Reserve</b>	12,237	7,176	18,149	12,149	7,731
<b>TOTAL EXPENSES</b>	<b>\$ 380,756</b>	<b>\$ 431,211</b>	<b>\$ 452,620</b>	<b>\$ 452,620</b>	<b>\$ 485,812</b>

# **Medical Insurance Fund (510)**

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## **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.

As a result of rising medical insurance costs nationwide, this year's budget includes an increase in health benefits costs of 8.7%.

## **Goals**

1. 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.
2. Promote employee wellness by offering incentive for completing Health Risk Assessments, as well as for employees meeting health benchmarks.
3. Work with Wellness Committee and recommend continuing incentives to encourage continued employee wellness.

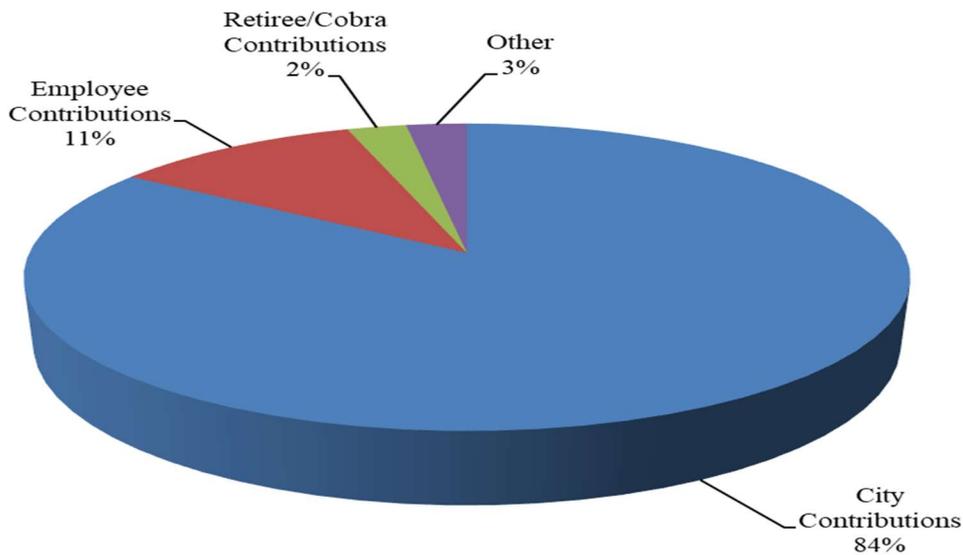
## **Accomplishments**

- See accomplishments for Risk, Wellness and Health Management on pages 49-50.

# Medical Insurance Fund (510)

## Revenue Summary by Major Account Category

REVENUE GROUPING	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2020-21 Amended	FY 2021-22 Adopted
<b>INTERNAL SERVICE CHARGES</b>					
City Contribution/Employee Health	2,028,011	2,219,840	2,798,518	2,798,518	3,028,035
City Contribution/Dependent Health	1,769,444	1,664,558	1,729,935	1,729,935	1,897,597
Employee Contribution/Dependent Health	626,731	578,215	609,801	609,801	618,986
Retiree/Cobra Contribution	95,912	122,546	146,694	146,694	146,795
Charges for Services - Other	84,278	87,480	96,036	96,036	95,526
<b>Total Internal Service Charges</b>	<b>4,604,376</b>	<b>4,672,639</b>	<b>5,380,984</b>	<b>5,380,984</b>	<b>5,786,939</b>
<b>Non-Operating Revenues</b>					
Interest Earnings	35,135	24,315	5,000	5,000	5,000
Miscellaneous	148,739	313,491	50,000	75,000	50,000
Interfund Transfers	422,023	458,410	-	-	-
<b>Total Non-Operating Revenues</b>	<b>605,897</b>	<b>796,216</b>	<b>55,000</b>	<b>80,000</b>	<b>55,000</b>
<b>TOTAL REVENUES</b>	<b>\$5,210,273</b>	<b>\$5,468,855</b>	<b>\$5,435,984</b>	<b>\$5,460,984</b>	<b>\$5,841,939</b>



Medical Insurance Fund Revenues by Source:	FY 2021-22 Adopted	FY 2020-21 Adopted	Variance
City Contributions	\$ 4,925,632	\$ 4,528,453	\$ 397,179
Employee Contributions	618,986	609,801	9,185
Retiree/Cobra Contributions	146,795	146,694	101
Other	150,526	151,036	(510)
<b>Total</b>	<b>\$ 5,841,939</b>	<b>\$ 5,435,984</b>	<b>\$ 405,955</b>

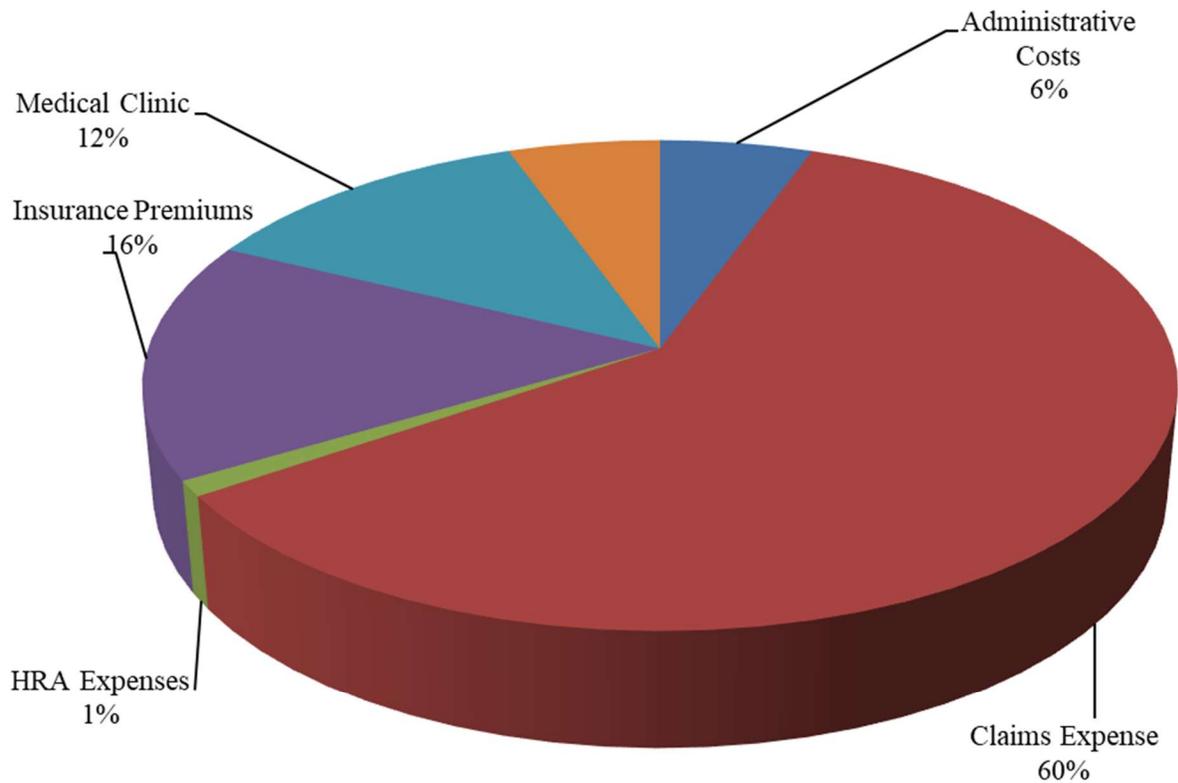
# Medical Insurance Fund (510)

## Expense Summary by Major Account Category

EXPENSE GROUPING	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2020-21 Amended	FY 2021-22 Adopted
<b><u>ADMINISTRATIVE COSTS</u></b>					
Claims Processing and Administration	281,128	278,493	317,980	317,980	305,068
Accounting/Auditing/Actuary	6,333	8,760	15,000	15,000	15,000
Health Reimbursement Account	42,000	32,754	60,000	60,000	60,000
Contractual Services	1,303	1,202	1,500	1,500	1,202
Other Administrative Expenses	1,160	1,163	1,200	1,200	817
<b>Total Administrative Costs</b>	<b>331,924</b>	<b>322,372</b>	<b>395,680</b>	<b>395,680</b>	<b>382,087</b>
<b><u>CLAIMS EXPENSES/LIABILITIES</u></b>					
Shock Claims	864,446	1,790,512	1,150,000	1,150,000	1,250,000
Pharmacy Benefit Program	-	27,121	150,000	150,000	150,000
Inpatient Claims	770,652	1,037,808	850,000	850,000	1,000,000
Other Medical Claims	89,388	85,414	100,000	100,000	102,000
Outpatient Claims	52,130	58,878	100,000	100,000	100,000
Pharmacy Claims	301,679	261,402	400,000	400,000	350,000
Specialist Claims	451,341	484,009	550,000	550,000	550,000
IBNR Claims	69,738	33,557	-	-	-
<b>Total Claims Expenditures</b>	<b>2,599,374</b>	<b>3,778,701</b>	<b>3,300,000</b>	<b>3,300,000</b>	<b>3,502,000</b>
<b><u>INSURANCE PREMIUMS</u></b>					
Individual Excess Loss & Aggregate	638,273	546,689	746,661	746,661	824,525
Life Insurance	28,507	29,594	32,543	32,543	32,274
Long Term Disability	55,865	57,948	63,493	63,493	63,252
<b>Total Insurance Premiums</b>	<b>722,645</b>	<b>634,231</b>	<b>842,697</b>	<b>842,697</b>	<b>920,051</b>
<b><u>Operating Expenses</u></b>					
Professional and Contractual	477,759	503,529	539,148	539,148	553,120
Communications	4,384	4,249	4,722	4,722	5,174
Utilities	7,824	7,601	8,015	8,015	7,927
Rentals and Leases	754	576	247	247	247
Repairs and Maintenance	652	280	872	872	872
Operating Supplies	117,840	96,469	119,665	119,665	124,780
Other	24,876	20,014	25,000	50,000	25,000
<b>Total Operating Expenses</b>	<b>634,089</b>	<b>632,718</b>	<b>697,669</b>	<b>722,669</b>	<b>717,120</b>
<b><u>Depreciation</u></b>	<b>10,152</b>	<b>4,230</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b><u>Transfers &amp; Reserve</u></b>					
Reserve for Contingency	-	-	199,938	199,938	320,681
<b>Total Transfers &amp; Reserve</b>	<b>-</b>	<b>-</b>	<b>199,938</b>	<b>199,938</b>	<b>320,681</b>
<b>TOTAL EXPENSES</b>	<b>\$4,298,184</b>	<b>\$5,372,252</b>	<b>\$5,435,984</b>	<b>\$5,460,984</b>	<b>\$5,841,939</b>

# Medical Insurance Fund (510)

## Expense Summary by Major Account Category



Medical Insurance Fund Expenses by Category:	FY 2021-22 Adopted	FY 2020-21 Adopted	Variance
Administrative Costs	\$ 322,087	\$ 335,680	\$ (13,593)
Claims Expense	3,502,000	3,300,000	202,000
HRA Expenses	60,000	60,000	-
Insurance Premiums	920,051	842,697	77,354
Medical Clinic	717,120	697,669	19,451
Reserve for Contingency	320,681	199,938	120,743
<b>Total</b>	<b>\$ 5,841,939</b>	<b>\$ 5,435,984</b>	<b>\$ 405,955</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

1. 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.
2. Continue high levels of customer service, productivity, and efficiency while maintaining fiscal and organizational health.

## Accomplishments

- See accomplishments for Risk Management on pages 49-50.

REVENUE GROUPING	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2020-21 Amended	FY 2021-22 Adopted
<b>Non-Operating Revenues</b>					
Interfund Transfers	250,000	250,000	250,000	250,000	250,000
<b>Total Non-Operating Revenues</b>	250,000	250,000	250,000	250,000	250,000
<b>TOTAL REVENUES</b>	<b>\$ 250,000</b>	<b>\$ 250,000</b>	<b>\$ 250,000</b>	<b>\$ 250,000</b>	<b>\$ 250,000</b>
EXPENSE GROUPING	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2020-21 Amended	FY 2021-22 Adopted
<b>Operating Expenses</b>					
Insurance	62,983	134,546	-	-	-
Other	187,018	115,455	250,000	250,000	250,000
<b>Total Operating Expenses</b>	250,001	250,001	250,000	250,000	250,000
<b>TOTAL EXPENSES</b>	<b>\$ 250,001</b>	<b>\$ 250,001</b>	<b>\$ 250,000</b>	<b>\$ 250,000</b>	<b>\$ 250,000</b>

# Capital Improvements Program (CIP) Section



*In the Capital Improvement Program Section, the reader will familiarize themselves with the City's planned capital improvements over the next ten years and their effect on each Capital Fund. This section also includes project pages for each capital project along with brief descriptions of the project, estimated costs, funding sources and operational impact.*



# Ten Year Capital Improvements Program (CIP)

## Project Summary and Operating Budget Impact

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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.

The City of Oviedo CIP serves to:

- Identify, plan, build and maintain capital infrastructure while being fiscally responsible;
- Further the City of Oviedo Strategic Goals as identified in the Strategic Plan;
- Provide an annual update of the 10-year Capital Improvement Plan;
- Coordinate department resources and allow for project adjustments due to changing priorities and available funding;
- Effectively communicate the Capital Plan to stakeholders using the description/justification, costs and funding for the individual projects;
- Identify the operational impact of capital projects.

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 Budget Office.

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.

# Ten Year Capital Improvements Program (CIP)

## Project Summary and Operating Budget Impact

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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 \$106 million for infrastructure and community improvements of which \$8.93 million is scheduled for FY 2021-22.

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 is included for all capital improvement projects funded in the current year. Forms are not required for capital outlay requests. Many of the Capital Improvement Program projects are not completed within one year. Consequently, these programs are re-budgeted with carryforward funds until completion. The Uncommitted Appropriation sections in the CIP detail provide information on programs and projects that have not been expended or encumbered at the time of the FY 2021-22 Adopted Budget development. These programs have been approved and appropriated by City Council in prior years. If the department spends any of the uncommitted funds on these programs in FY 2020-21, the appropriation will be lowered in FY 2021-22.

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 Projects funded with the FY2021-22 Adopted budget include: Riverside Park Tennis courts rebuild; Chemical storage building at Oviedo Sports Complex replacement and various public safety and recreation and parks related capital outlay items.

**Strategic Focus Area/Goal:** Safety and Security

**Objective:** Maintain up-to date equipment and appropriate facilities

- CIP Project: Riverside Park Tennis courts rebuild, \$115,000
- CIP Project: Chemical storage building at Oviedo Sports Complex replacement, \$50,000

### **Transportation Improvements**

**Fund 015:** The community redevelopment activities undertaken by the Oviedo Community Redevelopment Agency (CRA) are guided by the redevelopment priorities, strategies, activities and projects identified in the City of Oviedo Community Redevelopment Plan. Projects included in the FY 2021-22 CIP are: Geneva Drive Connector and Demolition of the Old Post Office.

**Strategic Focus Area/Goal:** Community Character

**Objective:** Promote Historic Downtown Redevelopment

- CIP Project: Geneva Drive Connector, \$454,630
- CIP Project: Demolition of Old Post Office, \$150,000

**Fund 102:** The Transportation Impact Fee Fund is a funding source for planning, design and construction of new and expanded roadway improvement to the City's classified road system and transit facilities.

# Ten Year Capital Improvements Program (CIP)

## Project Summary and Operating Budget Impact

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**Strategic Focus Area/Goal:** Mobility and Transportation

**Objective:** Continue implementing Transportation Master Plan

- CIP Project: Mitchell Hammock Road (MHR) West Bound turn lane at Alfaya Woods, \$200,000

**Fund 105:** Roadway Improvement projects for the construction of new roads, and the reconstruction and resurfacing of existing paved roads that increase capacity are eligible for funding from the Local Option Gas Tax Fund. The FY 2021-22 CIP includes: Annual Road Resurfacing; North Lockwood Right Turn Lane; and Traffic Calming study.

**Strategic Focus Area/Goal: Mobility and Transportation**

**Objective:** High level of maintenance for the City roadway network

- CIP Project: Annual Road Resurfacing, \$250,000

**Objective:** Develop connectivity for all types of vehicles and pedestrians

- CIP Project: North Lockwood Right Turn Lane design, \$50,000

**Objective:** Develop public transportation services that connect to Sun-Rail

- Traffic Calming study, \$150,000

**Fund 304:** Projects funded by the Third Generation Sales Tax Fund for FY 2021-22 include: Mitchell Hammock Road (MHR) Corridor Improvement; Solary Park Trail; Lockwood Access Management study and Oviedo Boulevard Extension study. The MHR Corridor improvements will provide enhancements to lighting, as well as access and operational improvements. Solary Park Trail Connectivity will include cross walk, boardwalk, and sidewalks connecting the new Solary Park to the south side of Oviedo Blvd. Included in FY 2021-22 CIP are also the Annual Road Resurfacing and Sidewalk Maintenance.

**Strategic Focus Area/Goal:** Mobility and Transportation

**Objective:** Develop connectivity for all types of vehicles and for pedestrians

- CIP Project: Annual sidewalk and curbing maintenance, \$100,000
- CIP Project: Solary Park Trail Connectivity, \$300,000

**Objective:** High level of maintenance for the City's roadway network

- CIP Project: Annual Road Resurfacing, \$500,000

**Objective:** Continue to execute strategies to reduce traffic crashes

- CIP Project: MHR Corridor Improvement, \$200,000

**Objective:** Implement strategies identified in the Transportation Master Plan

- CIP Project: Lockwood Rd Access Management Study, \$200,000
- CIP Project: Oviedo Blvd Extension Study, \$50,000

### **Vehicle Replacement Fund 302**

**Fund 302:** The Vehicle and Equipment Replacement Fund is a capital fund that accounts for replacement purchases of vehicles and equipment for General Fund. The major expenses for this fund for FY 2021-22 are: purchase of a Cat Loader for the Public Works Department; and scheduled replacements of vehicles for the Police, Fire and Parks and Recreation departments. Operating impacts include decreased maintenance costs as older vehicles are disposed of from the City fleet.

**Strategic Focus Area/Goal:** Safety and Security

# Ten Year Capital Improvements Program (CIP)

## Project Summary and Operating Budget Impact

---

**Objective:** Maintain up-to date equipment and appropriate facilities

- CIP Projects: Police, Fire, Public Works and Recreation and Parks vehicle replacements, \$525,500

### **Technology Improvement Fund**

**Fund 320:** The major expenses for this fund are the replacement of City owned computers, servers, and other technological equipment. FY2021-22 projects include: annual desktop computer and phone replacement; Network Infrastructure; Veeam Backup solution; Watchguard redundant firewall; replacement of cameras at the Cultural center; and call recording system – Finance.

### **Water and Wastewater Utility Improvements and Vehicles & Equipment**

**Fund 401:** Funded by the Water/Wastewater Operating Fund are various projects as depicted below:

**Strategic Focus Area/Goal:** Natural and Build Systems

**Objective:** Construct or modify city facilities to be sustainable

- CIP Project: Waverlee Woods and Kingsbridge East subdivision reclaim interconnect design, \$50,000

**Objective:** Strengthen environmental protection measures and programs

- CIP Project: America’s Water Infrastructure Act, \$50,000

**Objective:** Developing infrastructure that enables quality/smart growth

- CIP Project: Consumptive Use Permit (CUP), \$70,000
- CIP Project: WMHWTP Improvements 2018, \$500,000
- CIP Project: Alafaya-Chapman Main Looping Study, \$35,000

**Objective:** Maintain public health protections

- CIP Project: Oviedo Forest Looping Study, \$35,000
- CIP Project: Disk Filters, \$10,000

**Objective:** Maintain highest water quality standards

- CIP Project: Water Supply Plan 2021, \$40,000

**Objective:** Removal of percolation ponds, north of City Hall from service

- CIP Project: Percolation Pond Alternative Study, \$75,000

**Objective:** Eliminate existing infrastructure deficits

- CIP Projects: Lift Station #7 Relocation, \$150,000

**Strategic Focus Area/Goal:** High Performance Government

**Objective:** Review fees and charges associated with Utility customers

- CIP Project: Water/Wastewater Rate Study, \$60,000

**Fund 406:** The renewal and replacement fund expenditures for FY 2021-22 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: two (2) FDA blower rebuilds; replace opener and fix gate at Water Plant; replace leaking and obsolete tanks, painting pipes; rehab/painting of wells; and general repair and maintenance.

# Ten Year Capital Improvements Program (CIP)

## Project Summary and Operating Budget Impact

---

- *Water Distribution system projects include:* repair and maintenance of fire hydrants; commercial and residential meter replacements; valve hot-taps; Sentinel water monitoring enhancements; miscellaneous fittings; and general repair and maintenance.
- *Wastewater Plant projects include:* welding and painting of pipes and tanks; Reuse Pumping Station VFD replacement; two thirty (30) cubic yard sludge mate roll offs; spare SCADA computer; lift station motor, pump and valve replacement; lift station rehab; blower repair/replacement; bypass pumping for critical re-pumps; EQ tank cleaning; and general repair and maintenance.
- *Wastewater system projects include:* the rebuild of the master lift station control and piping; bypass pumps; lift station motor/pump/valve replacements; manhole rehabilitation/smoke testing; upgrade to 4G and 5G Modems; generator replacements; and general repair and maintenance.

**Fund 407:** The Vehicle and Equipment Replacement Fund 407 is a capital fund that accounts for replacement purchases of vehicles and equipment for the Enterprise funds. The major expenses for this fund for FY 2021-22 are: one (1) Utility Dump truck; one (1) portable genset generator; one (1) Bobcat tractor for Stormwater; and one (1) trailer for Stormwater. Operating impacts include decreased maintenance costs as older vehicles are disposed of from the City's fleet.

**Strategic Focus Area/Goal:** Safety and Security

**Objective:** Maintain up-to date equipment and appropriate facilities

- CIP Projects: Utility and Stormwater vehicle replacements, \$310,000

**Fund 408:** Replacement of water meters for new developments projects are considered as capital expansion and are funded from the Water Impact Fee Fund (408).

**Fund 409:** Capital expansions of the wastewater system are funded with Wastewater Impact Fee Fund (409):

**Strategic Focus Area/Goal:** Natural and Build Systems

**Objective:** Maximize sustainable reclaimed irrigation water supply

- CIP Project: Oviedo Boulevard Reclaimed Water Extension, \$525,000

### **Stormwater System Improvements**

**Fund 410:** Stormwater projects address infrastructure deficiency and maintenance issues as a result of the aging infrastructure. Included in the FY 2021-22 CIP are the projects listed below:

**Strategic Focus Area/Goal:** Natural and Build Systems

**Objective:** Eliminate existing infrastructure deficits

- CIP Project: Panther Street Ditch Piping Phase 3, \$300,000

**Objective:** Review infrastructure master plan

- CIP Project: Stormwater Master Plan, \$150,000

**Objective:** Maintain and enhance stormwater management

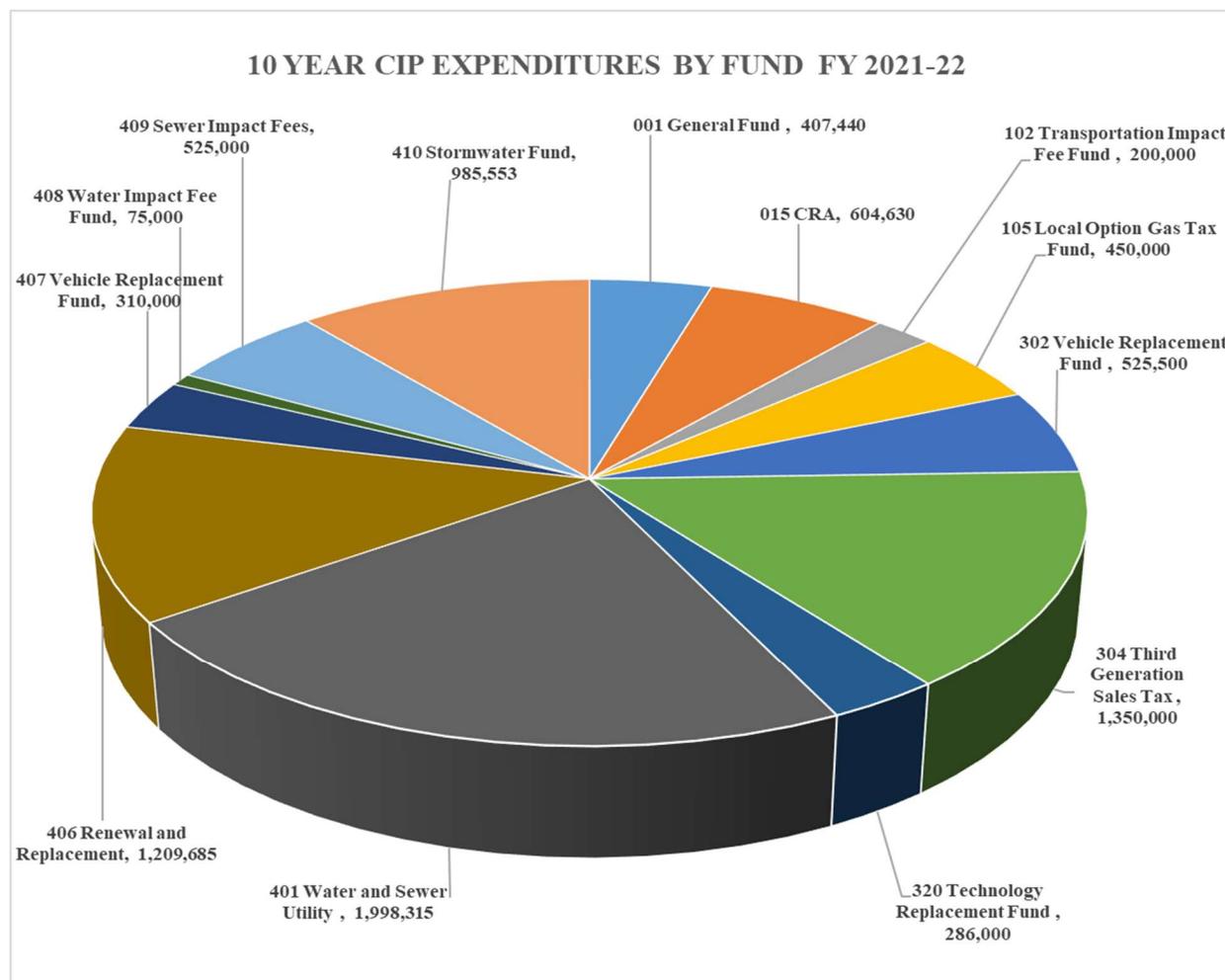
- CIP Project: Alafaya Woods Infrastructure Lining, \$150,000
- CIP Project: Pipe Lining, \$300,000

**Objective:** Maintain up-to date equipment and appropriate facilities

- CIP Project: Mobitrac Amphibious, \$85,553

# Ten Year CIP Summary by Fund

10 YEAR CIP EXPENDITURES BY FUND					
		FY 2021-22	% of Total	10 Year Outlook	% of Total
001	General Fund	407,440	4.56%	17,470,200	16.46%
015	CRA	604,630	6.77%	1,804,630	1.70%
102	Transportation Impact Fee Fund	200,000	2.24%	2,080,000	1.96%
105	Local Option Gas Tax Fund	450,000	5.04%	2,975,000	2.80%
302	Vehicle Replacement Fund	525,500	5.89%	16,934,710	15.96%
304	Third Generation Sales Tax	1,350,000	15.12%	7,150,000	6.74%
320	Technology Replacement Fund	286,000	3.20%	1,742,160	1.64%
346	Police Construction Fund	-	0.00%	11,400,000	10.74%
401	Water and Sewer Utility	1,998,315	22.38%	22,418,315	21.13%
406	Renewal and Replacement	1,209,685	13.55%	13,459,685	12.68%
407	Vehicle Replacement Fund	310,000	3.47%	6,398,000	6.03%
408	Water Impact Fee Fund	75,000	0.84%	600,000	0.57%
409	Sewer Impact Fees	525,000	5.88%	525,000	0.49%
410	Stormwater Fund	985,553	11.04%	1,135,553	1.07%
504	Fleet Fund	-	0.00%	26,000	0.02%
<b>Total</b>		<b>8,927,123</b>	<b>100.00%</b>	<b>106,119,253</b>	<b>100.00%</b>



# Ten Year CIP Expenditure by Fund

## Total Government Expenditure Summary

CIP SUMMARY	FY 21/22 Adopted	FY 22/23 Projected	FY 23/24 Projected	FY 24/25 Projected	FY 25/26 Projected	FY 27-31 Projected	Total
<b>Grand Total</b>	<b>\$ 8,927,123</b>	<b>\$ 34,094,340</b>	<b>\$ 18,856,700</b>	<b>\$ 14,076,250</b>	<b>\$ 4,455,840</b>	<b>\$ 25,709,000</b>	<b>\$106,119,253</b>
<b>USE OF FUNDS</b>							
General Fund	407,440	19,040,930	1,530,200	1,792,750	969,880	5,129,000	28,870,200
Development Services	-	325,000	175,000	-	-	-	500,000
Fire	35,440	431,500	104,500	35,000	59,730	811,500	1,477,670
Police	25,500	11,703,350	42,800	637,350	78,150	635,000	13,122,150
Public Works	47,000	-	-	-	-	-	47,000
Recreation and Parks	299,500	6,581,080	1,207,900	1,120,400	832,000	3,682,500	13,723,380
CRA	604,630	1,200,000	-	-	-	-	1,804,630
Transportation Impact Fee Fund	200,000	180,000	1,000,000	700,000	-	-	2,080,000
Local Option Gas Tax Fund	450,000	525,000	250,000	250,000	250,000	1,250,000	2,975,000
Vehicle Replacement Fund-Gen Gov	525,500	2,971,250	1,300,500	1,612,500	1,095,960	9,429,000	16,934,710
3rd Generation Sales Tax Fund	1,350,000	2,600,000	2,600,000	600,000	-	-	7,150,000
Technology Replacement Fund	286,000	737,160	100,000	168,000	130,000	321,000	1,742,160
Utility Funds	4,118,000	6,664,000	12,076,000	8,953,000	2,010,000	9,580,000	43,401,000
Stormwater Fund	985,553	150,000	-	-	-	-	1,135,553
Fleet Fund	-	26,000	-	-	-	-	26,000

CIP SUMMARY	FY 21/22 Adopted	FY 22/23 Projected	FY 23/24 Projected	FY 24/25 Projected	FY 25/26 Projected	FY 27-31 Projected	Total
<b>Grand Total</b>	<b>\$ 8,927,123</b>	<b>\$ 34,094,340</b>	<b>\$ 18,856,700</b>	<b>\$ 14,076,250</b>	<b>\$ 4,455,840</b>	<b>\$ 25,709,000</b>	<b>\$106,119,253</b>
<b>SOURCE OF FUNDS</b>							
General Fund (001)	407,440	7,640,930	1,530,200	1,792,750	969,880	5,129,000	17,470,200
CRA Fund (015)	604,630	1,200,000	-	-	-	-	1,804,630
Transportation Impact Fee Fund (102)	200,000	180,000	1,000,000	700,000	-	-	2,080,000
Local Option Gas Tax Fund (105)	450,000	525,000	250,000	250,000	250,000	1,250,000	2,975,000
Vehicle Replacement Fund (302)	525,500	2,971,250	1,300,500	1,612,500	1,095,960	9,429,000	16,934,710
Third Generation Sales Tax (304)	1,350,000	2,600,000	2,600,000	600,000	-	-	7,150,000
Technology Replacement Fund (320)	286,000	737,160	100,000	168,000	130,000	321,000	1,742,160
Police Construction Fund (346)	-	11,400,000	-	-	-	-	11,400,000
Water and Sewer Utility (401)	1,998,315	1,700,000	1,000,000	-	-	-	4,698,315
Renewal and Replacement (406)	1,209,685	1,550,000	1,350,000	1,340,000	1,290,000	6,720,000	13,459,685
Vehicle Replacement Fund (407)	310,000	1,199,000	700,000	909,000	645,000	2,635,000	6,398,000
Water Impact Fee Fund (408)	75,000	75,000	75,000	75,000	75,000	225,000	600,000
Sewer Impact Fee Fund (409)	525,000	-	-	-	-	-	525,000
Stormwater Fund (410)	985,553	150,000	-	-	-	-	1,135,553
Fleet Fund (504)	-	26,000	-	-	-	-	26,000
SRF Loan	-	265,000	2,651,000	5,379,000	-	-	8,295,000
New Debt	-	1,875,000	6,300,000	1,250,000	-	-	9,425,000

# Funded FY 2021-22 CIP and Capital Outlay

## Total Government Summary by Department and Funding Source

Pj. Type [1]	Department	Gen Fund	CRA	Trans Impact Fee Fund	Gas Tax Fund	Veh Repl Fund	3rd Gen Sales Tax Fund	Tech Improv Fund	Utility Funds [2]	Stormwt Fund	TOTAL
	<b>Information Technology</b>	-	-	-	-	-	-	<b>213,000</b>	-	-	<b>213,000</b>
CO	Desktop computer replacement	-	-	-	-	-	-	75,000	-	-	75,000
CO	Network Infrastructure	-	-	-	-	-	-	80,000	-	-	80,000
CO	Veeam Backup solution	-	-	-	-	-	-	48,000	-	-	48,000
CO	Watchguard firewall replacement	-	-	-	-	-	-	10,000	-	-	10,000
	<b>Fire</b>	<b>35,440</b>	-	-	-	<b>114,000</b>	-	-	-	-	<b>149,440</b>
CO	800 Portable Radios	15,000	-	-	-	-	-	-	-	-	15,000
CO	Ballistic Body Armor/SAVE	20,440	-	-	-	-	-	-	-	-	20,440
CO	Fire Vehicle/Equip Repl	-	-	-	-	114,000	-	-	-	-	114,000
	<b>Police</b>	<b>25,500</b>	-	-	-	<b>145,500</b>	-	-	-	-	<b>171,000</b>
CO	AED Replacement Pads & Batteries	6,500	-	-	-	-	-	-	-	-	6,500
CO	Electronic Message Board	19,000	-	-	-	-	-	-	-	-	19,000
CO	Police Vehicle/Equip Repl	-	-	-	-	145,500	-	-	-	-	145,500
	<b>Parks</b>	<b>299,500</b>	-	-	-	<b>81,000</b>	-	<b>48,000</b>	-	-	<b>428,500</b>
CIP	Riverside Park Tennis Courts	115,000	-	-	-	-	-	-	-	-	115,000
CIP	Chemical Storage Building - OS.C & BH	50,000	-	-	-	-	-	-	-	-	50,000
CO	Storage Shed(s)	30,000	-	-	-	-	-	-	-	-	30,000
CO	Boston Hill Park Storage Building	25,000	-	-	-	-	-	-	-	-	25,000
CO	Thorgard Lighting Upgrade	33,000	-	-	-	-	-	-	-	-	33,000
CO	Aquatic Facility Heat Pump Replacement	21,000	-	-	-	-	-	-	-	-	21,000
CO	Splash Pad Chemical Controller	12,000	-	-	-	-	-	-	-	-	12,000
CO	RS pool heater replacement	6,000	-	-	-	-	-	-	-	-	6,000
CO	Annual Replacement of Ice Machines	7,500	-	-	-	-	-	-	-	-	7,500
CO	Recreation & Parks Vehicle/Equip Repl	-	-	-	-	81,000	-	-	-	-	81,000
CO	Cultural Center cameras - Rec	-	-	-	-	-	-	48,000	-	-	48,000
	<b>Public Works</b>	<b>47,000</b>	<b>604,630</b>	<b>200,000</b>	<b>450,000</b>	<b>185,000</b>	<b>1,350,000</b>	-	-	-	<b>2,836,630</b>
CO	Parking Lot Black Top Resurfacing	47,000	-	-	-	-	-	-	-	-	47,000
CIP	Geneva Drive to SR434 Connector	-	454,630	-	-	-	-	-	-	-	454,630
CIP	Demolition of Old Post Office	-	150,000	-	-	-	-	-	-	-	150,000
CIP	MHR W Bound Turn Ln At Alafaya	-	-	200,000	-	-	-	-	-	-	200,000
CIP	Annual Road Resurfacing	-	-	-	250,000	-	-	-	-	-	250,000
CIP	North Lockwood Right Turn Lane	-	-	-	50,000	-	-	-	-	-	50,000
CIP	Traffic Calming	-	-	-	150,000	-	-	-	-	-	150,000
CO	Public Works Vehicle/Equip Repl	-	-	-	-	185,000	-	-	-	-	185,000
CIP	Annual Sidewalk And Curbing Maint	-	-	-	-	-	100,000	-	-	-	100,000
CIP	Annual Road Resurfacing	-	-	-	-	-	500,000	-	-	-	500,000
CIP	M.H.R. Corridor Improvement	-	-	-	-	-	200,000	-	-	-	200,000
CIP	Solar Park Trail Connectivity	-	-	-	-	-	300,000	-	-	-	300,000
CIP	Lockwood Rd Access Mgt Study	-	-	-	-	-	200,000	-	-	-	200,000
CIP	Oviedo Blvd Extension Study	-	-	-	-	-	50,000	-	-	-	50,000
	<b>Utilities</b>	-	-	-	-	-	-	<b>25,000</b>	<b>4,012,000</b>	-	<b>4,037,000</b>
CIP	Waverlee Woods/Kingsbridge East Interc	-	-	-	-	-	-	-	50,000	-	50,000
CIP	Renewal And Replacement	-	-	-	-	-	-	-	2,083,000	-	2,083,000
CIP	Water/Wastewater Rate Study	-	-	-	-	-	-	-	60,000	-	60,000
CIP	Oviedo Blvd Reclaimed Water Extension	-	-	-	-	-	-	-	525,000	-	525,000
CIP	America'S Water Infrastr Act	-	-	-	-	-	-	-	50,000	-	50,000
CIP	Consumptive Use Permit (CUP)	-	-	-	-	-	-	-	70,000	-	70,000
CIP	W.M.H.W.T.P Improvements 2018	-	-	-	-	-	-	-	500,000	-	500,000
CIP	Oviedo Forest Looping Study	-	-	-	-	-	-	-	35,000	-	35,000
CIP	Water Supply Plan 2021	-	-	-	-	-	-	-	40,000	-	40,000
CIP	Perc Pond Alternative Study	-	-	-	-	-	-	-	75,000	-	75,000
CIP	Lift Station #7 Relocation	-	-	-	-	-	-	-	150,000	-	150,000
CIP	Engineering Standard Manual	-	-	-	-	-	-	-	50,000	-	50,000
CIP	Disk Filters	-	-	-	-	-	-	-	10,000	-	10,000
CIP	Alafaya-Chapman Main Looping Study	-	-	-	-	-	-	-	35,000	-	35,000
CIP	Vehicle Replacement (Utilities)	-	-	-	-	-	-	-	204,000	-	204,000
CO	New Water Meters	-	-	-	-	-	-	-	75,000	-	75,000
CO	Call recording system - Finance	-	-	-	-	-	-	25,000	-	-	25,000

# Funded FY 2021-22 CIP and Capital Outlay

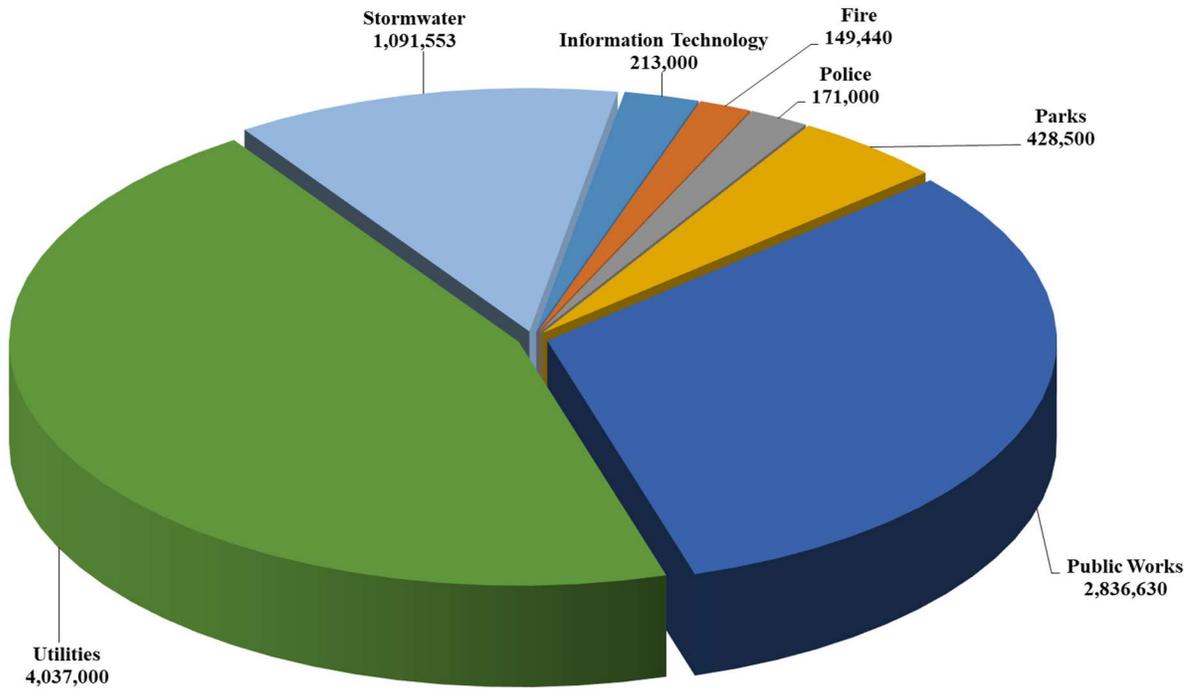
## Total Government Summary by Department and Funding Source

Prj. Type <sup>[1]</sup>	Department	Gen Fund	CRA	Trans Impact Fee Fund	Gas Tax Fund	Veh Repl Fund	3rd Gen Sales Tax Fund	Tech Improv Fund	Utility Funds <sup>[2]</sup>	Stormwt Fund	TOTAL
	<b>Stormwater</b>	-	-	-	-	-	-	-	<b>106,000</b>	<b>985,553</b>	<b>1,091,553</b>
CIP	Panther Street Ditch Piping-Ph 3	-	-	-	-	-	-	-	-	300,000	300,000
CIP	Stormwater Master Plan	-	-	-	-	-	-	-	-	150,000	150,000
CIP	Alafaya Woods Infrastructure Lining	-	-	-	-	-	-	-	-	150,000	150,000
CIP	Pipe Lining	-	-	-	-	-	-	-	-	300,000	300,000
CIP	Mobitrac Amphibious 5070	-	-	-	-	-	-	-	-	85,553	85,553
CIP	Vehicle Replacements (Stormwater)	-	-	-	-	-	-	-	106,000	-	106,000
	<b>TOTAL</b>	<b>407,440</b>	<b>604,630</b>	<b>200,000</b>	<b>450,000</b>	<b>525,500</b>	<b>1,350,000</b>	<b>286,000</b>	<b>4,118,000</b>	<b>985,553</b>	<b>8,927,123</b>

**Notes:**

- [1] "CO" stands for Capital Outlay and "CIP" for Capital Improvement Program
- [2] Utility Funds include: Water and Sewer Operating Fund; Renewal and Replacement Fund; Water Impact Fees Fund; Vehicle/Equipment Replacement Fund; and Sewer Impact Fee Fund.

**Composition of Funded CIP and Capital Outlay**



# Ten Year CIP

## General Fund (001) – Development Services

DEVELOPMENT SERVICES DEPARTMENT - GENERAL FUND 001								
[2] Major Capital Project Name [3]	Uncommitted	New						Total
	Appropriations FY2020-21[1]	FY2021-22	FY2022-23	FY2023-24	FY2024-25	FY2025-26	FY2027-31	
Land Development Code Update	-	-	150,000	-	-	-	-	150,000
Sustainability Plan	-	-	175,000	175,000	-	-	-	350,000
<b>Capital Outlay [3]</b>								
N/A	-	-	-	-	-	-	-	-
<b>Total Capital Budgets</b>	-	-	<b>325,000</b>	<b>175,000</b>	-	-	-	<b>500,000</b>
<b>Source of Funds</b>								
General Fund	-	-	325,000	175,000	-	-	-	500,000
New Debt	-	-	-	-	-	-	-	-
<b>Total Source of Funds</b>	-	-	<b>325,000</b>	<b>175,000</b>	-	-	-	<b>500,000</b>

**Notes:**

[1] Uncommitted Appropriation FY2020-21 represent remaining balances on projects that are active in FY2020-21. Balances are updated as of 08/31/2021.

[2] Items denoted with an "F" are funded in the FY 2021-22 Adopted Budget.

[3] CIP forms are included for all capital improvement projects (CIP) funded in the FY 2021-22 Budget. Forms are not required for capital outlay requests.

# Ten Year CIP

## General Fund (001) – Fire

FIRE DEPARTMENT - GENERAL FUND 001								
[2] Major Capital Project Name [3]	Uncommitted	New						Total
	Appropriations FY2020-21[1]	FY2021-22	FY2022-23	FY2023-24	FY2024-25	FY2025-26	FY2027-31	
Wildland Fire Apparatus	-	-	170,000	-	-	-	-	170,000
E.M.S. Cardiac Monitors	-	-	112,500	75,000	-	-	278,000	465,500
S.C.B.A. Compressor And Fill Station	-	-	50,000	-	-	-	-	50,000
<b>Capital Outlay [3]</b>								
Vehicle/Machinery Extrication Equip	-	-	60,000	-	-	30,000	95,000	185,000
<b>F</b> 800 Portable Radios	-	15,000	-	15,000	-	-	30,000	60,000
<b>F</b> Ballistic Body Armor/SAVE	-	20,440	10,000	9,500	-	-	32,000	71,940
Thermal Imaging Camera	-	-	4,000	-	8,500	8,500	-	21,000
Wellness and Training Equipment	-	-	15,000	5,000	-	-	25,000	45,000
New radios	-	-	10,000	-	-	-	-	10,000
Power Tool Replacement Package	-	-	-	-	5,000	5,000	10,000	20,000
Aeroclave Apparatus Decon System	-	-	-	-	-	13,230	-	13,230
Positive Pressure Ventilation Fans	-	-	-	-	21,500	-	-	21,500
SCBA Replacement Program	-	-	-	-	-	-	298,000	298,000
Replacement Gas Detectors	-	-	-	-	-	3,000	-	3,000
AED's	-	-	-	-	-	-	31,500	31,500
Generators carried on Apparatus	-	-	-	-	-	-	12,000	12,000
<b>Total Capital Budgets</b>	-	<b>35,440</b>	<b>431,500</b>	<b>104,500</b>	<b>35,000</b>	<b>59,730</b>	<b>811,500</b>	<b>1,477,670</b>
<b>Source of Funds</b>								
General Fund		35,440	431,500	104,500	35,000	59,730	811,500	1,477,670
New Debt		-	-	-	-	-	-	-
<b>Total Source of Funds</b>	-	<b>35,440</b>	<b>431,500</b>	<b>104,500</b>	<b>35,000</b>	<b>59,730</b>	<b>811,500</b>	<b>1,477,670</b>

**Notes:**

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# Ten Year CIP

## General Fund (001) – Police

POLICE DEPARTMENT - GENERAL FUND 001								
[2] Major Capital Project Name [3]	Uncommitted	New						Total
	Appropriations	Appropriations						
	FY2020-21[1]	FY2021-22	FY2022-23	FY2023-24	FY2024-25	FY2025-26	FY2027-31	
Keytrack System	-	-	35,000	-	-	-	-	35,000
C.O.P.S. Center Remodel	-	-	30,000	-	-	-	-	30,000
New Public Safety Building	-	-	11,400,000	-	-	-	-	11,400,000
Incident Command Trailer	-	-	-	-	-	-	110,000	110,000
Special Response Team Vehicle	-	-	110,000	-	-	-	-	110,000
Axon Officer Safety Plan	-	-	-	-	570,000	-	-	570,000
Project Name	-	-	-	-	-	-	-	-
Project Name	-	-	-	-	-	-	-	-
Project Name	-	-	-	-	-	-	-	-
Project Name	-	-	-	-	-	-	-	-
<b>Capital Outlay [3]</b>								
Patrol Rifles	-	-	11,000	11,000	-	-	-	22,000
F AED Replacement Pads & Batteries	-	6,500	6,500	6,500	6,500	7,000	36,000	69,000
Ice Machine Replacement	-	-	-	-	-	-	-	-
Repl Camera for Incident Trailer	-	-	10,000	-	-	-	-	10,000
Mobile Transportation Devices	-	-	9,000	-	-	10,000	11,000	30,000
Ballistic Vest	-	-	17,850	15,300	14,450	11,900	84,000	143,500
F Electronic Message Board	-	19,000	19,000	-	-	-	40,000	78,000
SRT vests	-	-	35,000	-	-	-	38,000	73,000
Speed Measurement Trailer	-	-	10,000	-	-	-	10,000	20,000
Replacement of Lasers	-	-	10,000	10,000	10,000	10,000	20,000	60,000
Portable Printers	-	-	-	-	26,400	-	-	26,400
SRT Camera & Pole Replacement	-	-	-	-	10,000	-	-	10,000
Training Robot Replacement	-	-	-	-	-	20,000	-	20,000
SRT Rifles	-	-	-	-	-	19,250	-	19,250
Glock Replacement	-	-	-	-	-	-	60,000	60,000
Property & Evidence Shed Repl	-	-	-	-	-	-	10,000	10,000
Replace SRT Night Vision Equip.	-	-	-	-	-	-	50,000	50,000
Replacement of Radios	-	-	-	-	-	-	121,000	121,000
Armored Plates (Patrol Rifle Vest)	-	-	-	-	-	-	35,000	35,000
Evidence Refrigerator/Freezer	-	-	-	-	-	-	10,000	10,000
<b>Total Capital Budgets</b>	-	<b>25,500</b>	<b>11,703,350</b>	<b>42,800</b>	<b>637,350</b>	<b>78,150</b>	<b>635,000</b>	<b>13,122,150</b>
<b>Source of Funds</b>								
General Fund		25,500	303,350	42,800	637,350	78,150	635,000	1,722,150
Police Impact Fees		-	-	-	-	-	-	-
Police Construction fund		-	11,400,000	-	-	-	-	11,400,000
New Debt		-	-	-	-	-	-	-
<b>Total Source of Funds</b>	-	<b>25,500</b>	<b>11,703,350</b>	<b>42,800</b>	<b>637,350</b>	<b>78,150</b>	<b>635,000</b>	<b>13,122,150</b>

**Notes:**

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# Ten Year CIP

## General Fund (001) – Public Works

PUBLIC WORKS DEPARTMENT - GENERAL FUND 001								
[2] Major Capital Project Name [3]	Uncommitted	New						Total
	Appropriations FY2020-21 [1]	FY2021-22	FY2022-23	FY2023-24	FY2024-25	FY2025-26	FY2027-31	
N/A		-	-	-	-	-	-	-
<b>Capital Outlay [3]</b>								
<b>F</b> Parking Lot Black Top Resurfacing		47,000	-	-	-	-	-	47,000
<b>Total Capital Budgets</b>	-	<b>47,000</b>	-	-	-	-	-	<b>47,000</b>
<b>Source of Funds</b>								
General Fund	-	47,000	-	-	-	-	-	47,000
New Debt		-	-	-	-	-	-	-
<b>Total Source of Funds</b>	-	<b>47,000</b>	-	-	-	-	-	<b>47,000</b>

**Notes:**

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# Ten Year CIP

## General Fund (001) – Parks

RECREATION AND PARKS DEPARTMENT - GENERAL FUND 001								
[2] Major Capital Project Name [3]	Uncommitted	New						Total
	Appropriations	Appropriations						
	FY2020-21[1]	FY2021-22	FY2022-23	FY2023-24	FY2024-25	FY2025-26	FY2027-31	
O.S.C. Parks Maintenance Building	-	-	200,000	-	-	-	-	200,000
Big Kahuna Pool Liner	-	-	350,000	-	-	-	-	350,000
Aquatic Fac Splash Play Structure	-	-	175,000	-	-	-	-	175,000
Sweetwater Park Master Plan	-	-	300,000	-	-	-	-	300,000
Boston Hill Park Master Plan	3,960	-	296,500	250,000	-	-	-	546,500
Riverwoods Park Fct Management Plan	-	-	113,000	80,000	75,000	155,000	15,000	438,000
Shane Kelly Park Fct Management Plan	-	-	115,000	155,000	25,000	35,000	118,000	448,000
New Master Plan Consultant	-	-	175,000	-	-	-	-	175,000
Shade Structures	-	-	350,000	140,000	100,000	70,000	310,000	970,000
Aquatics Facility Overhang	-	-	75,000	-	-	-	-	75,000
Round Lake Park Community Center	-	-	1,575,000	-	-	-	-	1,575,000
Trails/Park-To-Park Trails	-	-	500,000	-	500,000	-	1,500,000	2,500,000
Long Lake Park/Stubbs Property	-	-	500,000	-	-	200,000	-	700,000
Riverside Skate Park Building	-	-	-	180,000	-	-	-	180,000
F Riverside Park Tennis Courts	-	115,000	-	-	-	-	-	115,000
Splash Zone Second Waterslide	-	-	50,000	-	-	-	-	50,000
New Vehicle Purchase - Facilities	-	-	40,000	-	-	-	-	40,000
Self Propelled Boom Lift	-	-	50,000	-	-	-	-	50,000
F Chemical Storage Building - OS.C & BH	-	50,000	50,000	-	-	-	-	100,000
Sweetwater Park Boardwalk Ext	-	-	250,000	-	-	-	-	250,000
H.V.A.C. Air Handler Replacement	-	-	577,000	39,800	8,300	24,000	192,500	841,600
Big Kahuna Pool Deck Shade Extension	-	-	45,000	45,000	-	-	-	90,000
City Parks Playground / P.I.P. Restoratic	-	-	100,000	100,000	225,000	180,000	730,000	1,335,000
Pavilion Replacement	-	-	60,000	30,000	30,000	30,000	150,000	300,000
Public Safety Bathroom Renovation	-	-	75,000	-	-	-	-	75,000
Bathroom Renovation - Parks	-	-	50,000	25,000	25,000	25,000	125,000	250,000
<b>Capital Outlay [3]</b>								
F Storage Shed(s)	-	30,000	25,000	-	-	-	-	55,000
F Boston Hill Park Storage Building	-	25,000	-	-	-	-	-	25,000
F Thorgard Lighting Upgrade	-	33,000	33,000	27,000	-	-	93,000	186,000
OSC bullpens fields B, C and gates	-	-	11,980	-	-	-	-	11,980
Splash Pad UV System	-	-	14,000	-	-	-	-	14,000
CLP Aqua Cycles	-	-	10,000	-	-	-	-	10,000
HVAC bard unit replacement	-	-	15,000	15,000	15,000	15,000	45,000	105,000
OSC scoreboard replacement	-	-	24,000	12,000	12,000	12,000	60,000	120,000
BB Goal Replacement (parks)	-	-	32,400	21,600	21,600	-	-	75,600
F Aquatic Facility Heat Pump Replacement	-	21,000	21,000	21,000	21,000	21,000	21,000	126,000
Gym Fitness Equipment	-	-	91,000	-	-	-	-	91,000
Parks Equipment Replacement	-	-	34,000	17,000	17,000	17,000	85,000	170,000
F Splash Pad Chemical Controller	-	12,000	-	-	-	-	12,000	24,000
Daktronics Video/Sound Upgrades	-	-	30,000	15,000	15,000	15,000	75,000	150,000
Towable Generators/light tower	-	-	10,000	10,000	-	10,000	20,000	50,000
Giant Block Letters	-	-	8,000	-	-	-	-	8,000
Riverside Lockers	-	-	12,000	-	-	-	-	12,000
Jon Boat and trailer for Solary Park / Shane Kelly	-	-	7,000	-	-	-	-	7,000
Steel Safety Bollards for parks	-	-	19,000	9,500	9,500	9,500	47,500	95,000
F RS pool heater replacement	-	6,000	-	-	6,000	6,000	18,000	36,000
Splash Zone Funbrellas	-	-	7,500	7,500	7,500	-	-	22,500
F Annual Replacement of Ice Machines	-	7,500	7,500	7,500	7,500	7,500	37,500	75,000
Mobile Electronic Message Boards	-	-	24,000	-	-	-	-	24,000
CLP Pedal Limo Cart	-	-	8,200	-	-	-	-	8,200
Fitness Training Station	-	-	12,000	-	-	-	-	12,000
Floating LED Tree CLP	-	-	10,000	-	-	-	-	10,000
CLP Swan Boat Replacement	-	-	28,000	-	-	-	28,000	56,000
Aquatic Facility Pump Room Lift	-	-	15,000	-	-	-	-	15,000
<b>Total Capital Budgets</b>	<b>3,960</b>	<b>299,500</b>	<b>6,581,080</b>	<b>1,207,900</b>	<b>1,120,400</b>	<b>832,000</b>	<b>3,682,500</b>	<b>13,723,380</b>
<b>Source of Funds</b>								
General Fund	3,960	299,500	6,581,080	1,207,900	1,120,400	832,000	3,682,500	13,723,380
<b>Total Source of Funds</b>	<b>3,960</b>	<b>299,500</b>	<b>6,581,080</b>	<b>1,207,900</b>	<b>1,120,400</b>	<b>832,000</b>	<b>3,682,500</b>	<b>13,723,380</b>

**Notes:**

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# Ten Year CIP

## General Fund (001) – Parks

### CAPITAL IMPROVEMENT PROGRAM DETAIL

#### RIVERSIDE PARK TENNIS COURTS

<b>Department:</b>	Recreation and Parks Department	<b>Division:</b>	Parks Administration	<b>Project #:</b>	N/A
<b>Location:</b>	Aquatics Center/Gym				
<b>Project Status:</b>	Replacement			<b>Priority:</b>	Low
<b>Strategic Goal:</b>	Safety and Security				
<b>Objective:</b>	Maintain up-to-date equipment and appropriate facilities				

DESCRIPTION/JUSTIFICATION	
Rebuild the four tennis courts at the Aquatic Center/Gym. The asphalt and lime rock are failing and cracks are reappearing. The tennis courts are not only aesthetically unpleasant but the cracks are also posing safety concerns for the users. This project will remove the asphalt and replace it with new.	

PROJECT EXPENDITURES/FUNDING SOURCES								
Project Costs	Prior Years	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 27-31	Total
Engineering & Design	-	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-	-
Other	-	115,000	-	-	-	-	-	115,000
<b>Total Project Costs</b>	<b>\$ -</b>	<b>\$ 115,000</b>	<b>\$ -</b>	<b>\$ 115,000</b>				
Source of Funds	Prior Years	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 27-31	Total
General Fund	-	115,000	-	-	-	-	-	115,000
Rec Impact Fee	-	-	-	-	-	-	-	-
New Debt	-	-	-	-	-	-	-	-
<b>Total Project Revenues</b>	<b>\$ -</b>	<b>\$ 115,000</b>	<b>\$ -</b>	<b>\$ 115,000</b>				

OPERATIONAL IMPACT								
No additional operating impact costs are expected related to this project.								
Operational Impact	Prior Years	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 27-31	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>							

# Ten Year CIP

## General Fund (001) – Parks

### CAPITAL IMPROVEMENT PROGRAM DETAIL

#### CHEMICAL STORAGE BUILDING - O.S.C. & BOSTON HILL

<b>Department:</b>	Recreation and Parks Department	<b>Division:</b>	Please Select	<b>Project #:</b>	N/A
<b>Location:</b>	Oviedo Sports Complex				
<b>Project Status:</b>	Replacement	<b>Priority:</b>	Please Select		
<b>Strategic Goal:</b>	Safety and Security				
<b>Objective:</b>	Maintain up-to-date equipment and appropriate facilities				

DESCRIPTION/JUSTIFICATION
Replacement needed for OSC and Boston Hill as a safety concern for storing chemicals



PROJECT EXPENDITURES/FUNDING SOURCES								
Project Costs	Prior Years	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 27-31	Total
Engineering & Design	-	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-	-
Other	-	50,000	50,000	-	-	-	-	100,000
<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>
Source of Funds	Prior Years	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 27-31	Total
General Fund	-	50,000	50,000	-	-	-	-	100,000
Rec Impact Fee	-	-	-	-	-	-	-	-
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.								
Operational Impact	Prior Years	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 27-31	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>							

# Ten Year CIP

## CRA Fund (015)

COMMUNITY REDEVELOPMENT AGENCY (CRA) FUND 015									
[2] Major Capital Project Name [3]	Uncommitted	New							Total
	Appropriations	Appropriations							
	FY2020-21 <sup>[1]</sup>	FY2021-22	FY2022-23	FY2023-24	FY2024-25	FY2025-26	FY2027-31		
Franklin Street Extension	12,367	-	1,200,000	-	-	-	-	-	1,200,000
<b>F</b> Geneva Drive to SR434 Connector	1,156,940	454,630	-	-	-	-	-	-	454,630
<b>F</b> Demolition of Old Post Office	-	150,000	-	-	-	-	-	-	150,000
Master Plan Capacity Analysis	41,850	-	-	-	-	-	-	-	-
<b>Capital Outlay</b> [3]									
N/A		-	-	-	-	-	-	-	-
<b>Total Capital Budgets</b>	<b>1,211,157</b>	<b>604,630</b>	<b>1,200,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,804,630</b>
<b>Source of Funds</b>									
CRA	1,211,157	604,630	1,200,000	-	-	-	-	-	1,804,630
New Debt		-	-	-	-	-	-	-	-
<b>Total Source of Funds</b>	<b>1,211,157</b>	<b>604,630</b>	<b>1,200,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,804,630</b>

**Notes:**

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# Ten Year CIP

## CRA Fund (015)

### CAPITAL IMPROVEMENT PROGRAM DETAIL

#### GENEVA DRIVE TO SR434 CONNECTOR

<b>Department:</b> CRA	<b>Division:</b> Public Works	<b>Project #:</b> PW2006
<b>Location:</b>		
<b>Project Status:</b> New		<b>Priority:</b> High
<b>Strategic Goal:</b> Community Character		
<b>Objective:</b> Promote "Historic" Downtown redevelopment		

#### DESCRIPTION/JUSTIFICATION

The City of Oviedo is planning on constructing a connector road from State Road (SR) 434 to County Road (CR) 426. The approximate length of the project is 790 feet.



#### PROJECT EXPENDITURES/FUNDING SOURCES

Project Costs	Prior Years	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 27-31	Total
Engineering & Design	140,471	-	-	-	-	-	-	-
Construction	-	454,630	-	-	-	-	-	454,630
Other	-	-	-	-	-	-	-	-
<b>Total Project Costs</b>	<b>\$ 140,471</b>	<b>\$ 454,630</b>	<b>\$ -</b>	<b>\$ 454,630</b>				
Source of Funds	Prior Years	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 27-31	Total
CRA	140,471	454,630	-	-	-	-	-	454,630
New Debt	-	-	-	-	-	-	-	-
<b>Total Project Revenues</b>	<b>\$ 140,471</b>	<b>\$ 454,630</b>	<b>\$ -</b>	<b>\$ 454,630</b>				

#### OPERATIONAL IMPACT

No additional operating impact costs are expected related to this project.

Operational Impact	Prior Years	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 27-31	Total
<b>Additional Revenues:</b>								
Charges for Services	-	-	-	-	-	-	-	-
Other Revenues	-	-	-	-	-	-	-	-
<b>Less Expenditures:</b>								
Personnel	-	-	500	500	500	500	2,500	4,500
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>\$ 1,500</b>	<b>\$ 1,500</b>	<b>\$ 1,500</b>	<b>\$ 1,500</b>	<b>\$ 7,500</b>	<b>\$ 13,500</b>

# Ten Year CIP

## CRA Fund (015)

### CAPITAL IMPROVEMENT PROGRAM DETAIL

#### DEMOLITION OF OLD POST OFFICE

<b>Department:</b> CRA	<b>Division:</b> Public Works	<b>Project #:</b> N/A
<b>Location:</b>		
<b>Project Status:</b> Replacement		<b>Priority:</b> High
<b>Strategic Goal:</b> Community Character		
<b>Objective:</b> Promote "Historic" Downtown redevelopment		

DESCRIPTION/JUSTIFICATION	
<p>This project is for the demolition of the Old Post Office facility, located on SR426 in the historic downtown. The current building requires too many structural changes and remediation of hazardous materials that make rehabilitation unfeasible.</p>	

PROJECT EXPENDITURES/FUNDING SOURCES								
Project Costs	Prior Years	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 27-31	Total
Engineering & Design	-	150,000	-	-	-	-	-	150,000
Construction	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-
<i>Total Project Costs</i>	\$ -	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 150,000
Source of Funds	Prior Years	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 27-31	Total
CRA	-	150,000	-	-	-	-	-	150,000
New Debt	-	-	-	-	-	-	-	-
<i>Total Project Revenues</i>	\$ -	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 150,000

OPERATIONAL IMPACT								
No additional operating impact costs are expected related to this project.								
Operational Impact	Prior Years	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 27-31	Total
<b>Additional Revenues:</b>								
Charges for Services	-	-	-	-	-	-	-	-
Other Revenues	-	-	-	-	-	-	-	-
<b>Less Expenditures:</b>								
Personnel	-	-	-	-	-	-	-	-
Operating	-	-	-	-	-	-	-	-
Non-operating	-	-	-	-	-	-	-	-
<i>Net Operating Impact</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

# Ten Year CIP

## Transportation Impact Fee Fund (102)

TRANSPORTATION IMPACT FEE FUND 102								
[2] Major Capital Project Name [3]	Uncommitted	New						Total
	Appropriations FY2020-21[1]	Appropriations FY2021-22	FY2022-23	FY2023-24	FY2024-25	FY2025-26	FY2027-31	
MHR E Bound Turn Ln At Alafaya W	-	-	-	-	700,000	-	-	700,000
Lockwood/Old Lockwood Roundabout	-	-	180,000	1,000,000	-	-	-	1,180,000
F MHR W Bound Turn Ln At Alafaya W	-	200,000	-	-	-	-	-	200,000
Lockwood/M.H.R Left Turn Imprv	296,863	-	-	-	-	-	-	-
<b>Capital Outlay [3]</b>								
N/A		-	-	-	-	-	-	-
<b>Total Capital Budgets</b>	<b>296,863</b>	<b>200,000</b>	<b>180,000</b>	<b>1,000,000</b>	<b>700,000</b>	<b>-</b>	<b>-</b>	<b>2,080,000</b>
<b>Source of Funds</b>								
Transportation Impact Fee	296,863	200,000	180,000	1,000,000	700,000	-	-	2,080,000
New Debt		-	-	-	-	-	-	-
<b>Total Source of Funds</b>	<b>296,863</b>	<b>200,000</b>	<b>180,000</b>	<b>1,000,000</b>	<b>700,000</b>	<b>-</b>	<b>-</b>	<b>2,080,000</b>

**Notes:**

- [1] Uncommitted Appropriation FY2020-21 represent remaining balances on projects that are active in FY2020-21. Balances are updated as of 08/31/2021.
- [2] Items denoted with an "F" are funded in the FY 2021-22 Adopted Budget.
- [3] CIP forms are included for all capital improvement projects (CIP) funded in the FY 2021-22 Budget. Forms are not required for capital outlay requests.

# Ten Year CIP

## Transportation Impact Fee Fund (102)

### CAPITAL IMPROVEMENT PROGRAM DETAIL

#### M.H.R. W.B TURN LN AT ALAFAYA WOODS

<b>Department:</b> Public Works Department	<b>Division:</b> Public Works Admin	<b>Project #:</b> PW2101
<b>Location:</b> Mitchell Hammock and Alafaya Woods Blvd		
<b>Project Status:</b> New		<b>Priority:</b> Please Select
<b>Strategic Goal:</b> Mobility and Transportation		
<b>Objective:</b> Continue implementing Transportation Master Plan		

DESCRIPTION/JUSTIFICATION	
Extension of existing westbound turn lane on Mitchell Hammock Rd. at the intersection with Alafaya Woods Blvd.	

PROJECT EXPENDITURES/FUNDING SOURCES								
Project Costs	Prior Years	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 27-31	Total
Engineering & Design	-	-	-	-	-	-	-	-
Construction	-	200,000	-	-	-	-	-	200,000
Other	-	-	-	-	-	-	-	-
<b>Total Project Costs</b>	<b>\$ -</b>	<b>\$ 200,000</b>	<b>\$ -</b>	<b>\$ 200,000</b>				
Source of Funds	Prior Years	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 27-31	Total
Transportation Impact Fee	-	200,000	-	-	-	-	-	200,000
New Debt	-	-	-	-	-	-	-	-
<b>Total Project Revenues</b>	<b>\$ -</b>	<b>\$ 200,000</b>	<b>\$ -</b>	<b>\$ 200,000</b>				

OPERATIONAL IMPACT								
Annual Roadway Maintenance and staff time.								
Operational Impact	Prior Years	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 27-31	Total
Additional Revenues:								
Charges for Services	-	-	-	-	-	-	-	-
Other Revenues	-	-	-	-	-	-	-	-
Less Expenditures:								
Personnel	-	-	500	500	500	500	2,500	4,500
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>\$ 1,500</b>	<b>\$ 1,500</b>	<b>\$ 1,500</b>	<b>\$ 1,500</b>	<b>\$ 7,500</b>	<b>\$ 13,500</b>

# Ten Year CIP

## Local Option Gas Tax Fund (105)

LOCAL OPTION GAS TAX FUND 105								
[2] Major Capital Project Name [3]	Uncommitted	New						Total
	Appropriations FY2020-21[1]	FY2021-22	FY2022-23	FY2023-24	FY2024-25	FY2025-26	FY2027-31	
<i>F</i> Annual Road Resurfacing	30,220	250,000	250,000	250,000	250,000	250,000	1,250,000	2,500,000
<i>F</i> North Lockwood Right Turn Lane	26,857	50,000	150,000	-	-	-	-	200,000
Franklin St Landscape Imprv	54,050	-	-	-	-	-	-	-
Solary Park Trail Connectivity	25,339	-	-	-	-	-	-	-
Boston Hill Pedestrian Crossing	-	-	125,000	-	-	-	-	125,000
Lockwood Rd Bridge Repair	-	-	-	-	-	-	-	-
<i>F</i> Traffic Calming	-	150,000	-	-	-	-	-	150,000
<b>Capital Outlay [3]</b>								
N/A	-	-	-	-	-	-	-	-
<b>Total Capital Budgets</b>	<b>136,466</b>	<b>450,000</b>	<b>525,000</b>	<b>250,000</b>	<b>250,000</b>	<b>250,000</b>	<b>1,250,000</b>	<b>2,975,000</b>
<b>Source of Funds</b>								
Local Option Gas Tax Fund	136,466	450,000	525,000	250,000	250,000	250,000	1,250,000	2,975,000
New Debt	-	-	-	-	-	-	-	-
<b>Total Source of Funds</b>	<b>136,466</b>	<b>450,000</b>	<b>525,000</b>	<b>250,000</b>	<b>250,000</b>	<b>250,000</b>	<b>1,250,000</b>	<b>2,975,000</b>

**Notes:**

- [1] Uncommitted Appropriation FY2020-21 represent remaining balances on projects that are active in FY2020-21. Balances are updated as of 08/31/2021.
- [2] Items denoted with an "F" are funded in the FY 2021-22 Adopted Budget.
- [3] CIP forms are included for all capital improvement projects (CIP) funded in the FY 2021-22 Budget. Forms are not required for capital outlay requests.

# Ten Year CIP

## Local Option Gas Tax Fund (105)

### CAPITAL IMPROVEMENT PROGRAM DETAIL

#### ANNUAL ROAD RESURFACING

<b>Department:</b>	Public Works Department	<b>Division:</b>	Public Works Admin	<b>Project #:</b>	RESURF
<b>Location:</b>	City Wide				
<b>Project Status:</b>	Replacement			<b>Priority:</b>	High
<b>Strategic Goal:</b>	Mobility and Transportation				
<b>Objective:</b>	High level of maintenance for the City's roadway network				

DESCRIPTION/JUSTIFICATION	
<p>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.</p>	

PROJECT EXPENDITURES/FUNDING SOURCES								
Project Costs	Prior Years	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 27-31	Total
Engineering & Design	-	-	-	-	-	-	-	-
Construction	1,054,219	250,000	250,000	250,000	250,000	250,000	1,250,000	2,500,000
Other	17,630	-	-	-	-	-	-	-
<b>Total Project Costs</b>	<b>\$ 1,071,849</b>	<b>\$ 250,000</b>	<b>\$ 1,250,000</b>	<b>\$ 2,500,000</b>				
Source of Funds	Prior Years	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 27-31	Total
Local Option Gas Tax Fund	1,071,849	250,000	250,000	250,000	250,000	250,000	1,250,000	2,500,000
New Debt	-	-	-	-	-	-	-	-
<b>Total Project Revenues</b>	<b>\$ 1,071,849</b>	<b>\$ 250,000</b>	<b>\$ 1,250,000</b>	<b>\$ 2,500,000</b>				

OPERATIONAL IMPACT								
No additional operating impact costs are expected related to this project.								
Operational Impact	Prior Years	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 27-31	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>							

# Ten Year CIP

## Local Option Gas Tax Fund (105)

### CAPITAL IMPROVEMENT PROGRAM DETAIL

#### NORTH LOCKWOOD RIGHT TURN LANE

<b>Department:</b> Public Works Department	<b>Division:</b> Public Works Admin	<b>Project #:</b> PW2102
<b>Location:</b> Lockwood/CR426		
<b>Project Status:</b> New		<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	
Construction of a new dedicated right turn lane from north Lockwood Rd. onto eastbound County Road 426.	

PROJECT EXPENDITURES/FUNDING SOURCES								
Project Costs	Prior Years	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 27-31	Total
Engineering & Design	-	50,000		-	-	-	-	50,000
Construction	-	-	150,000	-	-	-	-	150,000
Other	-	-	-	-	-	-	-	-
<b>Total Project Costs</b>	<b>\$ -</b>	<b>\$ 50,000</b>	<b>\$ 150,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 200,000</b>
Source of Funds	Prior Years	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 27-31	Total
Local Option Gas Tax Fund	-	50,000	150,000	-	-	-	-	200,000
New Debt	-	-	-	-	-	-	-	-
<b>Total Project Revenues</b>	<b>\$ -</b>	<b>\$ 50,000</b>	<b>\$ 150,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 200,000</b>

OPERATIONAL IMPACT								
Annual Roadway Maintenance and staff time.								
Operational Impact	Prior Years	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 27-31	Total
Additional Revenues:								
Charges for Services	-	-	-	-	-	-	-	-
Other Revenues	-	-	-	-	-	-	-	-
Less Expenditures:								
Personnel	-	-	-	500	500	500	2,500	4,000
Operating	-	-	-	1,000	1,000	1,000	5,000	8,000
Non-operating	-	-	-	-	-	-	-	-
<b>Net Operating Impact</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,500</b>	<b>\$ 1,500</b>	<b>\$ 1,500</b>	<b>\$ 7,500</b>	<b>\$ 12,000</b>

# Ten Year CIP

## Local Option Gas Tax Fund (105)

### CAPITAL IMPROVEMENT PROGRAM DETAIL

#### TRAFFIC CALMING

<b>Department:</b> Public Works Department	<b>Division:</b> Public Works Admin	<b>Project #:</b>
<b>Location:</b>		
<b>Project Status:</b> New		<b>Priority:</b> Please Select
<b>Strategic Goal:</b> Mobility and Transportation		
<b>Objective:</b> Develop public transportation services that connect to Sun-Rail.		

DESCRIPTION/JUSTIFICATION	
New Study	

PROJECT EXPENDITURES/FUNDING SOURCES								
Project Costs	Prior Years	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 27-31	Total
Engineering & Design	-	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-	-
Other	-	150,000	-	-	-	-	-	150,000
<i>Total Project Costs</i>	<i>\$ -</i>	<i>\$ 150,000</i>	<i>\$ -</i>	<i>\$ 150,000</i>				
Source of Funds	Prior Years	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 27-31	Total
Local Option Gas Tax Fund	-	150,000	-	-	-	-	-	150,000
New Debt	-	-	-	-	-	-	-	-
<i>Total Project Revenues</i>	<i>\$ -</i>	<i>\$ 150,000</i>	<i>\$ -</i>	<i>\$ 150,000</i>				

OPERATIONAL IMPACT								
No additional operating impact costs are expected related to this project.								
Operational Impact	Prior Years	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 27-31	Total
Additional Revenues:								
Charges for Services	-	-	-	-	-	-	-	-
Other Revenues	-	-	-	-	-	-	-	-
Less Expenditures:								
Personnel	-	-	-	-	-	-	-	-
Operating	-	-	-	-	-	-	-	-
Non-operating	-	-	-	-	-	-	-	-
<i>Net Operating Impact</i>	<i>\$ -</i>							

# Ten Year CIP

## Vehicle Replacement Fund (302)

VEHICLE REPLACEMENT FUND 302								
[2] Major Capital Project Name [3]	Uncommitted	New						Total
	Appropriations	Appropriations						
	FY2020-21[1]	FY2021-22	FY2022-23	FY2023-24	FY2024-25	FY2025-26	FY2027-31	
N/A		-	-	-	-	-	-	-
<b>Capital Outlay [3]</b>								
F Police Vehicle/Equip Repl	-	145,500	1,215,000	670,500	554,500	446,460	2,664,000	5,695,960
F Fire Vehicle/Equip Repl	-	114,000	619,500	192,000	700,000	95,000	4,785,000	6,505,500
F Public Works Vehicle/Equip Repl	-	185,000	546,750	185,000	230,000	439,500	910,000	2,496,250
IT Vehicle/Equip Repl	-	-	-	-	-	-	-	-
Code Enforcement Vehicle/Equip Repl	-	-	-	-	-	-	-	-
F Recreation & Parks Vehicle/Equip Repl	-	81,000	449,000	208,000	128,000	115,000	1,070,000	2,051,000
Fleet Vehicle/Equip Replacement	-	-	100,000	45,000	-	-	-	145,000
<b>Total Capital Budgets</b>	-	<b>525,500</b>	<b>2,930,250</b>	<b>1,300,500</b>	<b>1,612,500</b>	<b>1,095,960</b>	<b>9,429,000</b>	<b>16,893,710</b>
<b>Source of Funds</b>								
Veh replacement Fund	-	525,500	2,930,250	1,300,500	1,612,500	1,095,960	9,429,000	16,893,710
New Debt	-	-	-	-	-	-	-	-
<b>Total Source of Funds</b>	-	<b>525,500</b>	<b>2,930,250</b>	<b>1,300,500</b>	<b>1,612,500</b>	<b>1,095,960</b>	<b>9,429,000</b>	<b>16,893,710</b>

**Notes:**

- [1] Uncommitted Appropriation FY2020-21 represent remaining balances on projects that are active in FY2020-21. Balances are updated as of 08/31/2021.
- [2] Items denoted with an "F" are funded in the FY 2021-22 Adopted Budget.
- [3] CIP forms are included for all capital improvement projects (CIP) funded in the FY 2021-22 Budget. Forms are not required for capital outlay requests.

# Ten Year CIP

## Vehicle Replacement Fund (302)

### CAPITAL IMPROVEMENT PROGRAM DETAIL

#### POLICE VEHICLE/EQUIP REPL

**Department:** Police Department      **Division:** Patrol      **Project#** N/A  
**Location:**  
**Project Status:** Replacement  
**Strategic Goal:** Safety and Security  
**Objective:** Maintain up-to-date equipment and appropriate facilities

#### DESCRIPTION/JUSTIFICATION

Division	Fleet #	Year	Make	Model	Est. Cost
2101	PD148	2012	Chevy	Caprice M	\$ 48,500
2101	PD149	2012	Chevy	Caprice M	\$ 48,500
2101	PD150	2012	Chevy	Caprice M	\$ 48,500



#### PROJECT EXPENDITURES/FUNDING SOURCES

Project Costs	Prior Years	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 27-31	Total
Engineering & Design	-	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-	-
Purchase	-	145,500	1,215,000	670,500	554,500	446,460	2,664,000	5,695,960
<b>Total Project Costs</b>	<b>\$ -</b>	<b>\$ 145,500</b>	<b>\$ 1,215,000</b>	<b>\$ 670,500</b>	<b>\$ 554,500</b>	<b>\$ 446,460</b>	<b>\$ 2,664,000</b>	<b>\$ 5,695,960</b>
Source of Funds	Prior Years	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 27-31	Total
Veh replacement Fund (302)	-	145,500	1,215,000	670,500	554,500	446,460	2,664,000	5,695,960
New Debt	-	-	-	-	-	-	-	-
<b>Total Project Revenues</b>	<b>\$ -</b>	<b>\$ 145,500</b>	<b>\$ 1,215,000</b>	<b>\$ 670,500</b>	<b>\$ 554,500</b>	<b>\$ 446,460</b>	<b>\$ 2,664,000</b>	<b>\$ 5,695,960</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.

Operational Impact	Prior Years	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 27-31	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>							



# Ten Year CIP

## Vehicle Replacement Fund (302)

### CAPITAL IMPROVEMENT PROGRAM DETAIL

#### PUBLIC WORKS VEHICLE/EQUIP REPL

**Department:** Public Works Department      **Division:** Sidewalk and Street Maint      Project#      N/A  
**Location:**  
**Project Status:** Replacement  
**Strategic Goal:** Safety and Security  
**Objective:** Maintain up-to-date equipment and appropriate facilities

#### DESCRIPTION/JUSTIFICATION

Division	Fleet #	Year	Make	Model	Est. Cost
4107	550	1999	Cat	Loader	\$ 185,000



#### PROJECT EXPENDITURES/FUNDING SOURCES

Project Costs	Prior Years	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 27-31	Total
Engineering & Design	-	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-	-
Purchase	-	185,000	546,750	185,000	230,000	439,500	910,000	2,496,250
<b>Total Project Costs</b>	<b>\$ -</b>	<b>\$ 185,000</b>	<b>\$ 546,750</b>	<b>\$ 185,000</b>	<b>\$ 230,000</b>	<b>\$ 439,500</b>	<b>\$ 910,000</b>	<b>\$ 2,496,250</b>
Source of Funds	Prior Years	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 27-31	Total
Veh replacement Fund (302)	-	185,000	546,750	185,000	230,000	439,500	910,000	2,496,250
New Debt	-	-	-	-	-	-	-	-
<b>Total Project Revenues</b>	<b>\$ -</b>	<b>\$ 185,000</b>	<b>\$ 546,750</b>	<b>\$ 185,000</b>	<b>\$ 230,000</b>	<b>\$ 439,500</b>	<b>\$ 910,000</b>	<b>\$ 2,496,250</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 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 27-31	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>							

# Ten Year CIP

## Vehicle Replacement Fund (302)

### CAPITAL IMPROVEMENT PROGRAM DETAIL

#### RECREATION AND PARKS VEHICLE/EQUIP REPL

<b>Department:</b>	Parks Department	<b>Division:</b>	Multiple	<b>Project #</b>	N/A
<b>Location:</b>					
<b>Project Status:</b>	Replacement				
<b>Strategic Goal:</b>	Safety and Security				
<b>Objective:</b>	Maintain up-to-date equipment and appropriate facilities				

DESCRIPTION/JUSTIFICATION					
Division	Fleet #	Year	Make	Model	Est. Cost
7204	614	2005	Ford	F-250 4X2	\$ 41,000
7210	615	2007	Ford	F-150	\$ 40,000



PROJECT EXPENDITURES/FUNDING SOURCES								
Project Costs	Prior Years	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 27-31	Total
Engineering & Design	-	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-	-
Purchase	-	81,000	449,000	208,000	128,000	115,000	1,070,000	2,051,000
<b>Total Project Costs</b>	<b>\$ -</b>	<b>\$ 81,000</b>	<b>\$ 449,000</b>	<b>\$ 208,000</b>	<b>\$ 128,000</b>	<b>\$ 115,000</b>	<b>\$ 1,070,000</b>	<b>\$ 2,051,000</b>
Source of Funds	Prior Years	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 27-31	Total
Veh replacement Fund (302)	-	81,000	449,000	208,000	128,000	115,000	1,070,000	2,051,000
New Debt	-	-	-	-	-	-	-	-
<b>Total Project Revenues</b>	<b>\$ -</b>	<b>\$ 81,000</b>	<b>\$ 449,000</b>	<b>\$ 208,000</b>	<b>\$ 128,000</b>	<b>\$ 115,000</b>	<b>\$ 1,070,000</b>	<b>\$ 2,051,000</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 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 27-31	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>							

# Ten Year CIP

## 3<sup>rd</sup> Generation Sales Tax Fund (304)

3RD GENERATION SALES TAX FUND 304								
[2] Major Capital Project Name [3]	Uncommitted	New						Total
	Appropriations	Appropriations						
	FY2020-21[1]	FY2021-22	FY2022-23	FY2023-24	FY2024-25	FY2025-26	FY2027-31	
<i>F</i> Annual Sidewalk And Curbing Maint	-	100,000	100,000	100,000	100,000	-	-	400,000
<i>F</i> Annual Road Resurfacing	32,363	500,000	500,000	500,000	500,000	-	-	2,000,000
<i>F</i> M.H.R. Corridor Improvement	-	200,000	1,000,000	1,000,000	-	-	-	2,200,000
S.R.426/C.R.419 Phase 2 Widening	608,495	-	-	-	-	-	-	-
Geneva Drive Realignment	1,488,901	-	-	-	-	-	-	-
M.H.R. Left Turn Lane At S.R434	1,402,525	-	-	-	-	-	-	-
<i>F</i> Solary Park Trail Connectivity	75,053	300,000	-	-	-	-	-	300,000
Solary Park	10,219	-	-	-	-	-	-	-
<i>F</i> Lockwood Rd Access Mgt Study	-	200,000	1,000,000	1,000,000	-	-	-	2,200,000
<i>F</i> Oviedo Blvd Extension Study	-	50,000	-	-	-	-	-	50,000
<b>Capital Outlay [3]</b>								
N/A		-	-	-	-	-	-	-
<b>Total Capital Budgets</b>	<b>3,617,556</b>	<b>1,350,000</b>	<b>2,600,000</b>	<b>2,600,000</b>	<b>600,000</b>	<b>-</b>	<b>-</b>	<b>7,150,000</b>
<b>Source of Funds</b>								
3rd Gen Sales Tax Fund	3,617,556	1,350,000	2,600,000	2,600,000	600,000	-	-	7,150,000
New Debt		-	-	-	-	-	-	-
<b>Total Source of Funds</b>	<b>3,617,556</b>	<b>1,350,000</b>	<b>2,600,000</b>	<b>2,600,000</b>	<b>600,000</b>	<b>-</b>	<b>-</b>	<b>7,150,000</b>

**Notes:**

- [1] Uncommitted Appropriation FY2020-21 represent remaining balances on projects that are active in FY2020-21. Balances are updated as of 08/31/2021.
- [2] Items denoted with an "F" are funded in the FY 2021-22 Adopted Budget.
- [3] CIP forms are included for all capital improvement projects (CIP) funded in the FY 2021-22 Budget. Forms are not required for capital outlay requests.

# Ten Year CIP

## 3<sup>rd</sup> Generation Sales Tax Fund (304)

### CAPITAL IMPROVEMENT PROGRAM DETAIL

#### ANNUAL SIDEWALK AND CURBING MAINT

<b>Department:</b>	Public Works Department	<b>Division:</b>	Public Works Admin	<b>Project #:</b>	N/A
<b>Location:</b>	City-wide				
<b>Project Status:</b>	Replacement Program			<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

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 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 27-31	Total
Engineering & Design	-	-	-	-	-	-	-	-
Construction	-	100,000	100,000	100,000	100,000	-	-	400,000
Other	-	-	-	-	-	-	-	-
<b>Total Project Costs</b>	<b>\$ -</b>	<b>\$ 100,000</b>	<b>\$ 100,000</b>	<b>\$ 100,000</b>	<b>\$ 100,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 400,000</b>
Source of Funds	Prior Years	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 27-31	Total
3rd Gen Sales Tax Fund	-	100,000	100,000	100,000	100,000	-	-	400,000
New Debt	-	-	-	-	-	-	-	-
<b>Total Project Revenues</b>	<b>\$ -</b>	<b>\$ 100,000</b>	<b>\$ 100,000</b>	<b>\$ 100,000</b>	<b>\$ 100,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 400,000</b>

#### OPERATIONAL IMPACT

No additional operating impact costs are expected related to this project.

Operational Impact	Prior Years	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 27-31	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>							

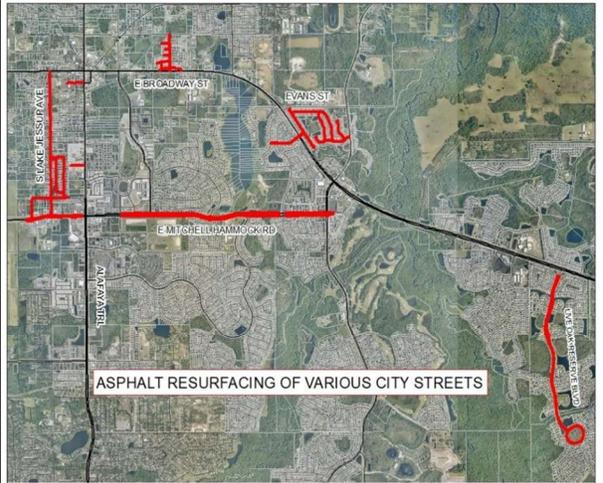
# Ten Year CIP

## 3<sup>rd</sup> Generation Sales Tax Fund (304)

### CAPITAL IMPROVEMENT PROGRAM DETAIL

#### ANNUAL ROAD RESURFACING

<b>Department:</b>	Public Works Department	<b>Division:</b>	Public Works Admin	<b>Project #:</b>	RESURF
<b>Location:</b>	City-wide				
<b>Project Status:</b>	Replacement Program			<b>Priority:</b>	High
<b>Strategic Goal:</b>	Mobility and Transportation				
<b>Objective:</b>	High level of maintenance for the City's roadway network				

DESCRIPTION/JUSTIFICATION	
<p>In January 2008, the City's pavement management consultant, performed an inventory of the pavement condition for all the streets in the City. Based on this evaluation, a numerical value was assigned to each street reflecting the overall condition of the roadway, ranging 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.</p>	

PROJECT EXPENDITURES/FUNDING SOURCES								
Project Costs	Prior Years	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 27-31	Total
Engineering & Design	-	-	-	-	-	-	-	-
Construction	3,785,803	500,000	500,000	500,000	500,000	-	-	2,000,000
Other	-	-	-	-	-	-	-	-
<b>Total Project Costs</b>	<b>\$ 3,785,803</b>	<b>\$ 500,000</b>	<b>\$ 500,000</b>	<b>\$ 500,000</b>	<b>\$ 500,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,000,000</b>
Source of Funds	Prior Years	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 27-31	Total
3rd Gen Sales Tax Fund	3,785,803	500,000	500,000	500,000	500,000	-	-	2,000,000
New Debt	-	-	-	-	-	-	-	-
<b>Total Project Revenues</b>	<b>\$ 3,785,803</b>	<b>\$ 500,000</b>	<b>\$ 500,000</b>	<b>\$ 500,000</b>	<b>\$ 500,000</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 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 27-31	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>							

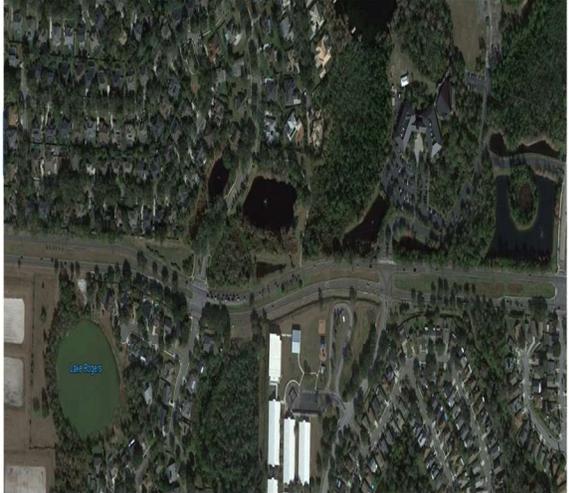
# Ten Year CIP

## 3<sup>rd</sup> Generation Sales Tax Fund (304)

### CAPITAL IMPROVEMENT PROGRAM DETAIL

#### M.H.R.CORRIDOR IMPROVEMENT

<b>Department:</b>	Public Works Department	<b>Division:</b>	Public Works Admin	<b>Project #:</b>	N/A
<b>Location:</b>	Mitchell Hammock Road				
<b>Project Status:</b>	New			<b>Priority:</b>	High
<b>Strategic Goal:</b>	Mobility and Transportation				
<b>Objective:</b>	Continue to execute strategies to reduce traffic crashes				

DESCRIPTION/JUSTIFICATION	
Access/Operational/Drainage and lighting improvements along the Mitchell Hammock Corridor. With increased vehicular traffic along Mitchell Hammock Road there is an increased need for access, operational and lighting improvements.	

PROJECT EXPENDITURES/FUNDING SOURCES								
Project Costs	Prior Years	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 27-31	Total
Engineering & Design	-	-	-	-	-	-	-	-
Construction	-	200,000	1,000,000	1,000,000	-	-	-	2,200,000
Other	-	-	-	-	-	-	-	-
<b>Total Project Costs</b>	<b>\$ -</b>	<b>\$ 200,000</b>	<b>\$ 1,000,000</b>	<b>\$ 1,000,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,200,000</b>
Source of Funds	Prior Years	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 27-31	Total
3rd Gen Sales Tax Fund	-	200,000	1,000,000	1,000,000	-	-	-	2,200,000
New Debt	-	-	-	-	-	-	-	-
<b>Total Project Revenues</b>	<b>\$ -</b>	<b>\$ 200,000</b>	<b>\$ 1,000,000</b>	<b>\$ 1,000,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,200,000</b>

OPERATIONAL IMPACT								
No additional operating impact costs are expected related to this project.								
Operational Impact	Prior Years	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 27-31	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>							

# Ten Year CIP

## 3<sup>rd</sup> Generation Sales Tax Fund (304)

### CAPITAL IMPROVEMENT PROGRAM DETAIL

#### SOLARY PARK TRAIL CONNECTIVITY

<b>Department:</b>	Public Works Department	<b>Division:</b>	Public Works Admin	<b>Project #:</b>	PW2003
<b>Location:</b>	Solary Park and Franklin St.				
<b>Project Status:</b>	New	<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

The Solary Park Trail Connectivity project will include cross walk, boardwalk, and sidewalks connecting Solary Park to the south side of Oviedo Blvd.



#### PROJECT EXPENDITURES/FUNDING SOURCES

Project Costs	Prior Years	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 27-31	Total
Engineering & Design	450	-	-	-	-	-	-	-
Construction	-	300,000	-	-	-	-	-	300,000
Other	-	-	-	-	-	-	-	-
<b>Total Project Costs</b>	<b>\$ 450</b>	<b>\$ 300,000</b>	<b>\$ -</b>	<b>\$ 300,000</b>				

Source of Funds	Prior Years	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 27-31	Total
3rd Gen Sales Tax Fund	450	300,000	-	-	-	-	-	300,000
New Debt	-	-	-	-	-	-	-	-
<b>Total Project Revenues</b>	<b>\$ 450</b>	<b>\$ 300,000</b>	<b>\$ -</b>	<b>\$ 300,000</b>				

#### OPERATIONAL IMPACT

No additional operating impact costs are expected related to this project.

Operational Impact	Prior Years	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 27-31	Total
<b>Additional Revenues:</b>								
Charges for Services	-	-	-	-	-	-	-	-
Other Revenues	-	-	-	-	-	-	-	-
<b>Less Expenditures:</b>								
Personnel	-	-	500	500	500	500	2,500	4,500
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>\$ 1,500</b>	<b>\$ 1,500</b>	<b>\$ 1,500</b>	<b>\$ 1,500</b>	<b>\$ 7,500</b>	<b>\$ 13,500</b>

# Ten Year CIP

## 3<sup>rd</sup> Generation Sales Tax Fund (304)

### CAPITAL IMPROVEMENT PROGRAM DETAIL

#### LOCKWOOD RD ACCESS MGT STUDY

<b>Department:</b> Public Works Department	<b>Division:</b> Public Works Admin	<b>Project #:</b> N/A
<b>Location:</b>		
<b>Project Status:</b> New		<b>Priority:</b> Please Select
<b>Strategic Goal:</b> Mobility and Transportation		
<b>Objective:</b> Implement strategies identified in the Transport Master Plan		

DESCRIPTION/JUSTIFICATION	
<p>The 2025 Oviedo Transportation Master Plan, approved in 2009, provided a long range transportation strategy to meet future multi-modal needs of the City. The plan included new roadway capacity, network connections, bicycle and pedestrian projects, transit and transportation system management projects packaged in five year program increments. The City has successfully implemented many of the Master Plan recommendations. The Master Plan requires periodic updates to respond to changing opportunities and economic conditions. The plan focuses on near term mobility strategies and improvements that will be used in the development and refinement of transportation capital improvements within the Downtown Core and along Lockwood Boulevard over the next ten years.</p>	

PROJECT EXPENDITURES/FUNDING SOURCES								
Project Costs	Prior Years	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 27-31	Total
Engineering & Design	-	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-	-
Other	-	200,000	1,000,000	1,000,000	-	-	-	2,200,000
<b>Total Project Costs</b>	<b>\$ -</b>	<b>\$ 200,000</b>	<b>\$ 1,000,000</b>	<b>\$ 1,000,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,200,000</b>
Source of Funds	Prior Years	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 27-31	Total
3rd Gen Sales Tax Fund	-	200,000	1,000,000	1,000,000	-	-	-	2,200,000
New Debt	-	-	-	-	-	-	-	-
<b>Total Project Revenues</b>	<b>\$ -</b>	<b>\$ 200,000</b>	<b>\$ 1,000,000</b>	<b>\$ 1,000,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,200,000</b>

OPERATIONAL IMPACT								
No additional operating impact costs are expected related to this project.								
Operational Impact	Prior Years	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 27-31	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>							

# Ten Year CIP

## 3<sup>rd</sup> Generation Sales Tax Fund (304)

### CAPITAL IMPROVEMENT PROGRAM DETAIL

#### OVIEDO BLVD EXTENSION STUDY

<b>Department:</b> Public Works Department	<b>Division:</b> Public Works Admin	<b>Project #:</b> N/A
<b>Location:</b>		
<b>Project Status:</b> New		<b>Priority:</b> Please Select
<b>Strategic Goal:</b> Mobility and Transportation		
<b>Objective:</b> Continue implementing Transportation Master Plan		

DESCRIPTION/JUSTIFICATION
Study associated with other improvements related to the Master Plan.



PROJECT EXPENDITURES/FUNDING SOURCES								
Project Costs	Prior Years	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 27-31	Total
Engineering & Design	-	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-	-
Other	-	50,000	-	-	-	-	-	50,000
<b>Total Project Costs</b>	<b>\$ -</b>	<b>\$ 50,000</b>	<b>\$ -</b>	<b>\$ 50,000</b>				
Source of Funds	Prior Years	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 27-31	Total
3rd Gen Sales Tax Fund	-	50,000	-	-	-	-	-	50,000
New Debt	-	-	-	-	-	-	-	-
<b>Total Project Revenues</b>	<b>\$ -</b>	<b>\$ 50,000</b>	<b>\$ -</b>	<b>\$ 50,000</b>				

OPERATIONAL IMPACT								
No additional operating impact costs are expected related to this project.								
Operational Impact	Prior Years	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 27-31	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>							

# Ten Year CIP

## Information Technology Fund (320)

TECHNOLOGY REPLACEMENT FUND 320								
[2] Major Capital Project Name [3]	Uncommitted	New						Total
	Appropriations	Appropriations						
	FY2020-21[1]	FY2021-22	FY2022-23	FY2023-24	FY2024-25	FY2025-26	FY2027-31	
Time Management System Upgrade	-	-	44,160	-	-	-	-	44,160
<b>Capital Outlay [3]</b>								
<b>F</b> Desktop computer replacement	-	75,000	75,000	75,000	75,000	75,000	75,000	450,000
<b>F</b> Network Infrastructure	-	80,000	30,000	-	-	-	-	110,000
Toughbook replacement program	-	-	180,000	-	-	-	180,000	360,000
Nexgen replacement	-	-	60,000	-	-	-	60,000	120,000
Firewall replacement	-	-	-	25,000	-	-	-	25,000
<b>F</b> Veeam Backup solution	-	48,000	-	-	-	-	-	48,000
VDI server cluster replacement	-	-	-	-	-	30,000	-	30,000
VDI host replacement	-	-	-	-	40,000	-	-	40,000
Dell server replacement	-	-	-	-	20,000	-	-	20,000
Thin client replacement	-	-	3,000	-	3,000	-	6,000	12,000
Data Center UPS replacement	-	-	-	-	30,000	-	-	30,000
<b>F</b> Watchguard firewall replacement	-	10,000	-	-	-	-	-	10,000
<b>F</b> Cultural Center cameras - Rec	-	48,000	-	-	-	-	-	48,000
Cisco wireless controller replacement	-	-	-	-	-	25,000	-	25,000
Microsoft Exchange replacement	-	-	25,000	-	-	-	-	25,000
Call Manager UM repl Cloud solution	-	-	50,000	-	-	-	-	50,000
Genetec Server replacement	-	-	20,000	-	-	-	-	20,000
<b>F</b> Call recording system - Finance	-	25,000	-	-	-	-	-	25,000
Development Services Electronic Interface - DS	-	-	250,000	-	-	-	-	250,000
<b>Total Capital Budgets</b>	<b>-</b>	<b>286,000</b>	<b>737,160</b>	<b>100,000</b>	<b>168,000</b>	<b>130,000</b>	<b>321,000</b>	<b>1,742,160</b>
<b>Source of Funds</b>								
Technology Replacement Fund	-	286,000	737,160	100,000	168,000	130,000	321,000	1,742,160
New Debt	-	-	-	-	-	-	-	-
<b>Total Source of Funds</b>	<b>-</b>	<b>286,000</b>	<b>737,160</b>	<b>100,000</b>	<b>168,000</b>	<b>130,000</b>	<b>321,000</b>	<b>1,742,160</b>

**Notes:**

[1] Uncommitted Appropriation FY2020-21 represent remaining balances on projects that are active in FY2020-21. Balances are updated as of 08/31/2021.

[2] Items denoted with an "F" are funded in the FY 2021-22 Adopted Budget.

[3] CIP forms are included for all capital improvement projects (CIP) funded in the FY 2021-22 Budget. Forms are not required for capital outlay requests.

# Ten Year CIP

## Utility Funds (401-409)

UTILITY FUNDS 401-409								
[2] Major Capital Project Name [3]	Uncommitted	New						Total
	Appropriations	Appropriations						
	FY2020-21[1]	FY2021-22	FY2022-23	FY2023-24	FY2024-25	FY2025-26	FY2027-31	
F Waverlee Woods/Kingsbridge East Inte	43,137	50,000	250,000	-	-	-	-	300,000
Twin Rivers Reclaimed Retrofit - Ph 1	-	-	265,000	2,651,000	-	-	-	2,916,000
Twin Rivers Reclaimed Retrofit - Ph 2	-	-	-	-	2,000,000	-	-	2,000,000
Riverside Reclaimed Retrofit	-	-	-	-	3,379,000	-	-	3,379,000
F Renewal And Replacement	-	2,083,000	1,550,000	1,350,000	1,340,000	1,290,000	6,720,000	14,333,000
Septic To Sewer Study	-	-	250,000	-	-	-	-	250,000
F Water/Wastewater Rate Study	-	60,000	-	-	-	-	-	60,000
F Oviedo Blvd Reclaimed Water Extensio	-	525,000	-	-	-	-	-	525,000
F America'S Water Infrastr Act	-	50,000	-	-	-	-	-	50,000
2.5 M.G Portable Wtr Strg Tank	2,541,831	-	-	-	-	-	-	-
Convert Am Jones To A Reject Strge A	-	-	300,000	3,150,000	-	-	-	3,450,000
2.7 M.G Reclaimed Wtr Strg Tank	-	-	300,000	3,050,000	-	-	-	3,350,000
Convert Golf Course Stormwter Lake 5	-	-	-	100,000	1,250,000	-	-	1,350,000
F Consumptive Use Permit (CUP)	1,000	70,000	-	-	-	-	-	70,000
Live Oak Reserve Force Main	771,300	-	-	-	-	-	-	-
S.R.426/C.R. 419 Phase 2 Widening	967,416	-	-	-	-	-	-	-
F W.M.H.W.T.P Improvements 2018	1,441,336	500,000	-	-	-	-	-	500,000
Lockwood Master Lift St-Ph 1	1,000,000	-	-	-	-	-	-	-
2.0 M.G Portable Wtr Strg Tank	1,993,281	-	-	-	-	-	-	-
O.W.R.F Chlorine Chambers Rehab	265,000	-	-	-	-	-	-	-
O.W.R.F. Process & Hydraulic	4,650	-	-	-	-	-	-	-
Pump Station For Reclaimed Water Por	45,881	-	-	-	-	-	-	-
Chlorine Dioxide/G.A.C.-Bench Test	74,874	-	-	-	-	-	-	-
Upgrade S.C.A.D.A. Eqp-Wastewater	2,950	-	-	-	-	-	-	-
Public Works Complex Ph 3	-	-	1,575,000	-	-	-	-	1,575,000
F Oviedo Forest Looping Study	-	35,000	-	-	-	-	-	35,000
F Water Supply Plan 2021	-	40,000	-	-	-	-	-	40,000
Lockwood Master Lift Station Phase 2	-	-	100,000	1,000,000	-	-	-	1,100,000
F Perc Pond Alternative Study	-	75,000	-	-	-	-	-	75,000
F Lift Station #7 Relocation	-	150,000	-	-	-	-	-	150,000
F Engineering Standard Manual	-	50,000	-	-	-	-	-	50,000
F Disk Filters	-	10,000	800,000	-	-	-	-	810,000
F Alafaya-Chapman Main Looping Study	-	35,000	-	-	-	-	-	35,000
<b>Capital Outlay [3]</b>								
F Vehicle Replacement (Utilities)	-	204,000	764,000	315,000	322,000	375,000	1,673,000	3,653,000
F New Water Meters	-	75,000	75,000	75,000	75,000	75,000	225,000	600,000
<b>Total Capital Budgets</b>	<b>9,152,656</b>	<b>4,012,000</b>	<b>6,229,000</b>	<b>11,691,000</b>	<b>8,366,000</b>	<b>1,740,000</b>	<b>8,618,000</b>	<b>40,656,000</b>
<b>Source of Funds</b>								
Water and Sewer Fund	4,617,544	1,998,315	1,700,000	1,000,000	-	-	-	4,698,315
Renewal & Repl Fund	-	1,209,685	1,550,000	1,350,000	1,340,000	1,290,000	6,720,000	13,459,685
Vehicle Repl Fund	-	204,000	764,000	315,000	322,000	375,000	1,673,000	3,653,000
Water Impact Fee Fund	-	75,000	75,000	75,000	75,000	75,000	225,000	600,000
Sewer Impact Fee Fund	1,160,000	525,000	-	-	-	-	-	525,000
2020A Util Rev Ref Bonds	3,375,112	-	-	-	-	-	-	-
SRF Loan	-	-	265,000	2,651,000	5,379,000	-	-	8,295,000
New Debt	-	-	1,875,000	6,300,000	1,250,000	-	-	9,425,000
<b>Total Source of Funds</b>	<b>9,152,656</b>	<b>4,012,000</b>	<b>6,229,000</b>	<b>11,691,000</b>	<b>8,366,000</b>	<b>1,740,000</b>	<b>8,618,000</b>	<b>40,656,000</b>

### Notes:

- [1] Uncommitted Appropriation FY2020-21 represent remaining balances on projects that are active in FY2020-21. Balances are updated as of 08/31/2021.
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- [3] CIP forms are included for all capital improvement projects (CIP) funded in the FY 2021-22 Budget. Forms are not required for capital outlay requests.

# Ten Year CIP

## Utility Funds (401-409)

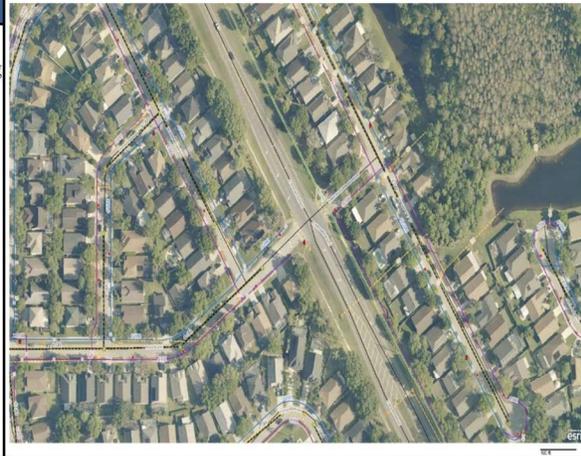
### CAPITAL IMPROVEMENT PROGRAM DETAIL

#### WAVERLEE WOODS/KINGSBRIDGE EAST

<b>Department:</b>	Public Works Department	<b>Division:</b>	Alafaya Wastewater	<b>Project #:</b>	PW2110
<b>Location:</b>	Waverlee Woods/Kingsbridge East			<b>Priority:</b>	High
<b>Project Status:</b>	New				
<b>Strategic Goal:</b>	Natural and Built Systems				
<b>Objective:</b>	Construct or modify city facilities to be sustainable				

#### DESCRIPTION/JUSTIFICATION

1) A study to have the ability to re-route wastewater flows.  
 2) Design and construction of a reclaimed system infrastructure looping connection between Waverlee Woods and Kingsbridge East that will provide better operational function of the reclaimed system by looping the developments together.



#### PROJECT EXPENDITURES/FUNDING SOURCES

Project Costs	Prior Years	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 27-31	Total
Engineering & Design	12,300	50,000	-	-	-	-	-	50,000
Construction	-	-	250,000	-	-	-	-	250,000
Other	-	-	-	-	-	-	-	-
<b>Total Project Costs</b>	<b>\$ 12,300</b>	<b>\$ 50,000</b>	<b>\$ 250,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 300,000</b>

Source of Funds	Prior Years	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 27-31	Total
Water and Sewer Fund	12,300	50,000	250,000	-	-	-	-	300,000
Renewal & Repl Fund	-	-	-	-	-	-	-	-
Vehicle Repl Fund	-	-	-	-	-	-	-	-
Water Impact Fee Fund	-	-	-	-	-	-	-	-
Sewer Impact Fee Fund	-	-	-	-	-	-	-	-
SRF Loan	-	-	-	-	-	-	-	-
2020A Util Rev Ref Bonds	-	-	-	-	-	-	-	-
New Debt	-	-	-	-	-	-	-	-
<b>Total Project Revenues</b>	<b>\$ 12,300</b>	<b>\$ 50,000</b>	<b>\$ 250,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 300,000</b>

#### OPERATIONAL IMPACT

No additional operating impact costs are expected related to this project.

Operational Impact	Prior Years	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 27-31	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>							

# Ten Year CIP

## Utility Funds (401-409)

### CAPITAL IMPROVEMENT PROGRAM DETAIL

#### RENEWAL AND REPLACEMENT

<b>Department:</b> Public Works Department	<b>Division:</b> Please Select	<b>Project #:</b> N/A
<b>Location:</b> City-wide		
<b>Project Status:</b> Replacement Program		<b>Priority:</b> High
<b>Strategic Goal:</b> Natural and Built Systems		
<b>Objective:</b> Construct or modify city facilities to be sustainable		

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 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 27-31	Total
Engineering & Design	-	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-	-
Other	-	2,083,000	1,550,000	1,350,000	1,340,000	1,290,000	6,720,000	14,333,000
<b>Total Project Costs</b>	<b>\$ -</b>	<b>\$ 2,083,000</b>	<b>\$ 1,550,000</b>	<b>\$ 1,350,000</b>	<b>\$ 1,340,000</b>	<b>\$ 1,290,000</b>	<b>\$ 6,720,000</b>	<b>\$ 14,333,000</b>
Source of Funds	Prior Years	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 27-31	Total
Water and Sewer Fund	-	873,315	-	-	-	-	-	873,315
Renewal & Repl Fund	-	1,209,685	1,550,000	1,350,000	1,340,000	1,290,000	6,720,000	13,459,685
Vehicle Repl Fund	-	-	-	-	-	-	-	-
Water Impact Fee Fund	-	-	-	-	-	-	-	-
Sewer Impact Fee Fund	-	-	-	-	-	-	-	-
SRF Loan	-	-	-	-	-	-	-	-
2020A Util Rev Ref Bonds	-	-	-	-	-	-	-	-
New Debt	-	-	-	-	-	-	-	-
<b>Total Project Revenues</b>	<b>\$ -</b>	<b>\$ 2,083,000</b>	<b>\$ 1,550,000</b>	<b>\$ 1,350,000</b>	<b>\$ 1,340,000</b>	<b>\$ 1,290,000</b>	<b>\$ 6,720,000</b>	<b>\$ 14,333,000</b>

#### OPERATIONAL IMPACT

No additional operating impact costs are expected related to this project.								
Operational Impact	Prior Years	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 27-31	Total
Additional Revenues:								
Charges for Services	-	-	-	-	-	-	-	-
Other Revenues	-	-	-	-	-	-	-	-
Less Expenditures:								
Personnel	-	-	-	-	-	-	-	-
Operating	-	-	-	-	-	-	-	-
Non-operating	-	-	-	-	-	-	-	-
<b>Net Operating Impact</b>	<b>\$ -</b>							

# Ten Year CIP

## Utility Funds (401-409)

<b>Renewal and Replacement Details</b>							
<b><u>Distribution System (406-3303)</u></b>	<b><u>2021/22</u></b>	<b><u>2022/23</u></b>	<b><u>2023/24</u></b>	<b><u>2024/25</u></b>	<b><u>2025/26</u></b>	<b><u>2027/31</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/replacement	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 Enhancemnt	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
<b>Total</b>	<b>335,000</b>	<b>335,000</b>	<b>335,000</b>	<b>335,000</b>	<b>335,000</b>	<b>1,675,000</b>	<b>3,350,000</b>
<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
2 FDA Blower Rebuilds (CECO Environmental)	60,000	-	60,000	-	-	-	240,000
Replace Opener & Fix Gate AMJ (Prestige Fence)	10,000	-	-	-	-	-	10,000
Replace leaking & obsolete tanks (3 Hypo Storage	150,000	-	-	-	-	-	150,000
General repair and maintenance	65,000	65,000	65,000	65,000	65,000	325,000	650,000
<b>Total</b>	<b>365,000</b>	<b>145,000</b>	<b>205,000</b>	<b>145,000</b>	<b>145,000</b>	<b>725,000</b>	<b>1,850,000</b>
<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
Bypass Pumps	80,000	-	-	-	-	-	80,000
L/S motor, pump and valve replacement	150,000	150,000	90,000	90,000	90,000	450,000	1,020,000
Manhole Rehab/Smoke Testing	110,000	110,000	35,000	35,000	35,000	175,000	500,000
General repair and maintenance	75,000	75,000	75,000	75,000	75,000	375,000	750,000
Upgrade to 4g & 5g Modem (\$400/modem, 70 mod	28,000	-	-	-	-	-	28,000
Generator	75,000	75,000	-	-	-	-	150,000
<b>Total</b>	<b>633,000</b>	<b>525,000</b>	<b>315,000</b>	<b>315,000</b>	<b>315,000</b>	<b>1,575,000</b>	<b>3,678,000</b>
<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
L/S motor, pump and valve replacement	90,000	90,000	90,000	90,000	90,000	450,000	900,000
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
2 30 CU.yd Sludge mate roll offs (Flo Trend)	80,000	-	-	-	-	-	80,000
Spare SCADA Computer (Classic Controls)	10,000	-	-	-	-	-	10,000
HSP #1 (60hp)	40,000	-	-	-	-	-	40,000
Bypass pumping for critical repump	75,000	75,000	75,000	75,000	75,000	375,000	750,000
EQ Tank Cleaning	125,000	-	-	-	-	-	125,000
Disk Filters	50,000	-	-	-	-	-	50,000
<b>Total</b>	<b>650,000</b>	<b>395,000</b>	<b>345,000</b>	<b>395,000</b>	<b>345,000</b>	<b>1,875,000</b>	<b>4,005,000</b>
<b>Total</b>	<b>1,983,000</b>	<b>1,400,000</b>	<b>1,200,000</b>	<b>1,190,000</b>	<b>1,140,000</b>	<b>5,970,000</b>	<b>12,883,000</b>
<b><u>General Contingency</u></b>	<b>100,000</b>	<b>150,000</b>	<b>150,000</b>	<b>150,000</b>	<b>150,000</b>	<b>750,000</b>	<b>1,450,000</b>
<b>Total Funding Request</b>	<b>2,083,000</b>	<b>1,550,000</b>	<b>1,350,000</b>	<b>1,340,000</b>	<b>1,290,000</b>	<b>6,720,000</b>	<b>14,333,000</b>

# Ten Year CIP

## Utility Funds (401-409)

### CAPITAL IMPROVEMENT PROGRAM DETAIL

#### WATER/WASTEWATER RATE STUDY

<b>Department:</b> Public Works Department	<b>Division:</b> Utility Administration	<b>Project #:</b> N/A
<b>Location:</b>		
<b>Project Status:</b> New		<b>Priority:</b> Low
<b>Strategic Goal:</b> High Performance Government		
<b>Objective:</b> Review fees and charges associated with Utility customers		

#### DESCRIPTION/JUSTIFICATION

The water and wastewater study aims to ensure projected revenues are recovered to fund capital needs of the utility system.



#### PROJECT EXPENDITURES/FUNDING SOURCES

Project Costs	Prior Years	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 27-31	Total
Engineering & Design	-	60,000	-	-	-	-	-	60,000
Construction	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-
<b>Total Project Costs</b>	<b>\$ -</b>	<b>\$ 60,000</b>	<b>\$ -</b>	<b>\$ 60,000</b>				

Source of Funds	Prior Years	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 27-31	Total
Water and Sewer Fund	-	60,000	-	-	-	-	-	60,000
Renewal & Repl Fund	-	-	-	-	-	-	-	-
Vehicle Repl Fund	-	-	-	-	-	-	-	-
Water Impact Fee Fund	-	-	-	-	-	-	-	-
Sewer Impact Fee Fund	-	-	-	-	-	-	-	-
SRF Loan	-	-	-	-	-	-	-	-
2020A Util Rev RefBonds	-	-	-	-	-	-	-	-
New Debt	-	-	-	-	-	-	-	-
<b>Total Project Revenues</b>	<b>\$ -</b>	<b>\$ 60,000</b>	<b>\$ -</b>	<b>\$ 60,000</b>				

#### OPERATIONAL IMPACT

No additional operating impact costs are expected related to this project.

Operational Impact	Prior Years	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 27-31	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>							

# Ten Year CIP

## Utility Funds (401-409)

### CAPITAL IMPROVEMENT PROGRAM DETAIL

#### AMERICA'S WATER INFRASTR ACT

<b>Department:</b>	Public Works Department	<b>Division:</b>	Water Production	<b>Project #:</b>	N/A
<b>Location:</b>	West Mitchel Hammock Water Treatment Facility			<b>Priority:</b>	High
<b>Project Status:</b>	New				
<b>Strategic Goal:</b>	Natural and Built Systems				
<b>Objective:</b>	Strengthen environmental protection measures and programs				

DESCRIPTION/JUSTIFICATION	RISK AND RESILIENCE ASSESSMENTS AND EMERGENCY RESPONSE PLANS:
<p>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.</p>	<p><b>NEW REQUIREMENTS FOR DRINKING WATER UTILITIES</b></p> <p><b>RISK AND RESILIENCE ASSESSMENT</b> Your utility must conduct a risk and resilience assessment and submit certification of its completion to the U.S. EPA by the following dates:</p> <ul style="list-style-type: none"> <li>March 31, 2021 for serving 100,000 people.</li> <li>September 30, 2021 for serving 30,000 to 99,999 people.</li> <li>June 30, 2021 for serving 5,001 to 29,999 people.</li> </ul> <p><b>EMERGENCY RESPONSE PLAN</b> Your utility must develop or update an emergency response plan and certify completion to the U.S. EPA <b>no later than six months</b> after risk and resilience assessment completion. Each utility deadline to complete, however, the dates below are the due dates for utilities who submit a risk and resilience assessment certification by the final due date according to the population served.</p> <ul style="list-style-type: none"> <li>September 30, 2021 for serving 100,000 people.</li> <li>June 30, 2021 for serving 30,000 to 99,999 people.</li> <li>December 31, 2021 for serving 5,001 to 29,999 people.</li> </ul> <p><b>TOOLS OR METHODS</b> AWIA does not require the use of any standards, methods or tools for the risk and resilience assessment or emergency response plan. Your utility is responsible for ensuring that the risk and resilience assessment and emergency response plan adhere to all the criteria in AWIA Sections 201.2(a) and (b), respectively. The U.S. EPA recommends the use of standards, including AWWA F100-10 Risk and Resilience Management of Water and Wastewater Systems, along with tools from the U.S. EPA and other organizations, to facilitate sound risk and resilience assessments and emergency response plans.</p>

PROJECT EXPENDITURES/FUNDING SOURCES								
Project Costs	Prior Years	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 27-31	Total
Engineering & Design	-	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-	-
Other	107,100	50,000	-	-	-	-	-	50,000
<b>Total Project Costs</b>	<b>\$ 107,100</b>	<b>\$ 50,000</b>	<b>\$ -</b>	<b>\$ 50,000</b>				
Source of Funds	Prior Years	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 27-31	Total
Water and Sewer Fund	107,100	50,000	-	-	-	-	-	50,000
Renewal & Repl Fund	-	-	-	-	-	-	-	-
Vehicle Repl Fund	-	-	-	-	-	-	-	-
Water Impact Fee Fund	-	-	-	-	-	-	-	-
Sewer Impact Fee Fund	-	-	-	-	-	-	-	-
SRF Loan	-	-	-	-	-	-	-	-
2020A Util Rev Ref Bonds	-	-	-	-	-	-	-	-
New Debt	-	-	-	-	-	-	-	-
<b>Total Project Revenues</b>	<b>\$ 107,100</b>	<b>\$ 50,000</b>	<b>\$ -</b>	<b>\$ 50,000</b>				

OPERATIONAL IMPACT								
No additional operating impact costs are expected related to this project.								
Operational Impact	Prior Years	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 27-31	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>							

# Ten Year CIP

## Utility Funds (401-409)

### CAPITAL IMPROVEMENT PROGRAM DETAIL

#### CONSUMPTIVE USE PERMIT (CUP)

<b>Department:</b> Public Works Department	<b>Division:</b> Water Production	<b>Project #:</b> N/A
<b>Location:</b>		
<b>Project Status:</b> New		<b>Priority:</b> High
<b>Strategic Goal:</b> Natural and Built Systems		
<b>Objective:</b> Developing infrastructure that enables quality/smart growth		

#### DESCRIPTION/JUSTIFICATION

The City's current Consumptive Use Permit (CUP) number 8252 expires in 2028 and requires a compliance report every 5 years (2013, 2018, and 2023). Instead of producing a compliance report, the proposed project aims to modify the existing CUP because of the increase in water consumption and continued growth in the service area.



#### PROJECT EXPENDITURES/FUNDING SOURCES

Project Costs	Prior Years	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 27-31	Total
Engineering & Design	33,000	70,000	-	-	-	-	-	70,000
Construction	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-
<b>Total Project Costs</b>	<b>\$ 33,000</b>	<b>\$ 70,000</b>	<b>\$ -</b>	<b>\$ 70,000</b>				
Source of Funds	Prior Years	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 27-31	Total
Water and Sewer Fund	33,000	70,000	-	-	-	-	-	70,000
Renewal & Repl Fund	-	-	-	-	-	-	-	-
Vehicle Repl Fund	-	-	-	-	-	-	-	-
Water Impact Fee Fund	-	-	-	-	-	-	-	-
Sewer Impact Fee Fund	-	-	-	-	-	-	-	-
SRF Loan	-	-	-	-	-	-	-	-
2020A Util Rev Ref Bonds	-	-	-	-	-	-	-	-
New Debt	-	-	-	-	-	-	-	-
<b>Total Project Revenues</b>	<b>\$ 33,000</b>	<b>\$ 70,000</b>	<b>\$ -</b>	<b>\$ 70,000</b>				

#### OPERATIONAL IMPACT

No additional operating impact costs are expected related to this project.

Operational Impact	Prior Years	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 27-31	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>							

# Ten Year CIP

## Utility Funds (401-409)

### CAPITAL IMPROVEMENT PROGRAM DETAIL

#### W.M.H.W.T.P IMPROVEMENTS 2018

<b>Department:</b>	Public Works Department	<b>Division:</b>	Water Production	<b>Project #:</b>	PW1903
<b>Location:</b>	West Mitchell Hammock Water Treatment Facility			<b>Priority:</b>	Please Select
<b>Project Status:</b>	Replacement				
<b>Strategic Goal:</b>	Natural and Built Systems				
<b>Objective:</b>	Developing infrastructure that enables quality/smart growth				

#### 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 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 27-31	Total
Engineering & Design	205,993	-	-	-	-	-	-	-
Construction	1,000	500,000	-	-	-	-	-	500,000
Other	-	-	-	-	-	-	-	-
<b>Total Project Costs</b>	<b>\$ 206,993</b>	<b>\$ 500,000</b>	<b>\$ -</b>	<b>\$ 500,000</b>				

Source of Funds	Prior Years	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 27-31	Total
Water and Sewer Fund	102,260	500,000	-	-	-	-	-	500,000
Renewal & Repl Fund	-	-	-	-	-	-	-	-
Vehicle Repl Fund	-	-	-	-	-	-	-	-
Water Impact Fee Fund	104,733	-	-	-	-	-	-	-
Sewer Impact Fee Fund	-	-	-	-	-	-	-	-
SRF Loan	-	-	-	-	-	-	-	-
2020A Util Rev Ref Bonds	-	-	-	-	-	-	-	-
New Debt	-	-	-	-	-	-	-	-
<b>Total Project Revenues</b>	<b>\$ 206,993</b>	<b>\$ 500,000</b>	<b>\$ -</b>	<b>\$ 500,000</b>				

#### OPERATIONAL IMPACT

No additional operating impact costs are expected related to this project.

Operational Impact	Prior Years	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 27-31	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>							

# Ten Year CIP

## Utility Funds (401-409)

### CAPITAL IMPROVEMENT PROGRAM DETAIL

#### OVIEDO FOREST LOOPING STUDY

<b>Department:</b>	Public Works Department	<b>Division:</b>	Water Distribution & Main	<b>Project #:</b>	N/A
<b>Location:</b>				<b>Priority:</b>	Please Select
<b>Project Status:</b>	New				
<b>Strategic Goal:</b>	Natural and Built Systems				
<b>Objective:</b>	Maintain public health protections				

DESCRIPTION/JUSTIFICATION
<p>The project aims to study looping the water main infrastructure at Oviedo Forest area with the objective optimizing pressured disinfection residual and reduce flushing.</p>



PROJECT EXPENDITURES/FUNDING SOURCES								
Project Costs	Prior Years	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 27-31	Total
Engineering & Design	-	35,000	-	-	-	-	-	35,000
Construction	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-
<b>Total Project Costs</b>	\$ -	\$ 35,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 35,000

Source of Funds	Prior Years	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 27-31	Total
Water and Sewer Fund	-	35,000	-	-	-	-	-	35,000
Renewal & Repl Fund	-	-	-	-	-	-	-	-
Vehicle Repl Fund	-	-	-	-	-	-	-	-
Water Impact Fee Fund	-	-	-	-	-	-	-	-
Sewer Impact Fee Fund	-	-	-	-	-	-	-	-
SRF Loan	-	-	-	-	-	-	-	-
2020A Util Rev Ref Bonds	-	-	-	-	-	-	-	-
New Debt	-	-	-	-	-	-	-	-
<b>Total Project Revenues</b>	\$ -	\$ 35,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 35,000

OPERATIONAL IMPACT								
No additional operating impact costs are expected related to this project.								
Operational Impact	Prior Years	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 27-31	Total
<b>Additional Revenues:</b>								
Charges for Services	-	-	-	-	-	-	-	-
Other Revenues	-	-	-	-	-	-	-	-
<b>Less Expenditures:</b>								
Personnel	-	-	-	-	-	-	-	-
Operating	-	-	-	-	-	-	-	-
Non-operating	-	-	-	-	-	-	-	-
<b>Net Operating Impact</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

# Ten Year CIP

## Utility Funds (401-409)

### CAPITAL IMPROVEMENT PROGRAM DETAIL

#### WATER SUPPLY PLAN 2021

<b>Department:</b> Public Works Department	<b>Division:</b> Water Production	<b>Project #:</b> N/A
<b>Location:</b>		
<b>Project Status:</b> Replacement		<b>Priority:</b> Please Select
<b>Strategic Goal:</b> Natural and Built Systems		
<b>Objective:</b> Maintain highest water quality standards		

DESCRIPTION/JUSTIFICATION	
The City is required to update their water supply elements.	

PROJECT EXPENDITURES/FUNDING SOURCES								
Project Costs	Prior Years	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 27-31	Total
Engineering & Design	-	40,000	-	-	-	-	-	40,000
Construction	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-
<b>Total Project Costs</b>	<b>\$ -</b>	<b>\$ 40,000</b>	<b>\$ -</b>	<b>\$ 40,000</b>				
Source of Funds	Prior Years	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 27-31	Total
Water and Sewer Fund	-	40,000	-	-	-	-	-	40,000
Renewal & Repl Fund	-	-	-	-	-	-	-	-
Vehicle Repl Fund	-	-	-	-	-	-	-	-
Water Impact Fee Fund	-	-	-	-	-	-	-	-
Sewer Impact Fee Fund	-	-	-	-	-	-	-	-
SRF Loan	-	-	-	-	-	-	-	-
2020A Util Rev Ref Bonds	-	-	-	-	-	-	-	-
New Debt	-	-	-	-	-	-	-	-
<b>Total Project Revenues</b>	<b>\$ -</b>	<b>\$ 40,000</b>	<b>\$ -</b>	<b>\$ 40,000</b>				

OPERATIONAL IMPACT								
No additional operating impact costs are expected related to this project.								
Operational Impact	Prior Years	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 27-31	Total
Additional Revenues:								
Charges for Services	-	-	-	-	-	-	-	-
Other Revenues	-	-	-	-	-	-	-	-
Less Expenditures:								
Personnel	-	-	-	-	-	-	-	-
Operating	-	-	-	-	-	-	-	-
Non-operating	-	-	-	-	-	-	-	-
<b>Net Operating Impact</b>	<b>\$ -</b>							

# Ten Year CIP

## Utility Funds (401-409)

### CAPITAL IMPROVEMENT PROGRAM DETAIL

#### PERC POND ALTERNATIVE STUDY

<b>Department:</b>	Public Works Department	<b>Division:</b>	Alafaya Wastewater	<b>Project #:</b>	N/A
<b>Location:</b>				<b>Priority:</b>	Please Select
<b>Project Status:</b>	New				
<b>Strategic Goal:</b>	Natural and Built Systems				
<b>Objective:</b>	Removal of percolation ponds, north of City Hall from service				

DESCRIPTION/JUSTIFICATION
<p>The study will expand upon the existing engineering evaluation of the removal of percolation ponds from service providing additional alternatives.</p>

#### PROJECT EXPENDITURES/FUNDING SOURCES

Project Costs	Prior Years	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 27-31	Total
Engineering & Design	-	75,000	-	-	-	-	-	75,000
Construction	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-
<b>Total Project Costs</b>	<b>\$ -</b>	<b>\$ 75,000</b>	<b>\$ -</b>	<b>\$ 75,000</b>				

Source of Funds	Prior Years	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 27-31	Total
Water and Sewer Fund	-	75,000	-	-	-	-	-	75,000
Renewal & Repl Fund	-	-	-	-	-	-	-	-
Vehicle Repl Fund	-	-	-	-	-	-	-	-
Water Impact Fee Fund	-	-	-	-	-	-	-	-
Sewer Impact Fee Fund	-	-	-	-	-	-	-	-
SRF Loan	-	-	-	-	-	-	-	-
2020A Util Rev Ref Bonds	-	-	-	-	-	-	-	-
New Debt	-	-	-	-	-	-	-	-
<b>Total Project Revenues</b>	<b>\$ -</b>	<b>\$ 75,000</b>	<b>\$ -</b>	<b>\$ 75,000</b>				

#### OPERATIONAL IMPACT

No additional operating impact costs are expected related to this project.

Operational Impact	Prior Years	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 27-31	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>							

# Ten Year CIP

## Utility Funds (401-409)

### CAPITAL IMPROVEMENT PROGRAM DETAIL

#### LIFT STATION #7 RELOCATION

<b>Department:</b> Public Works Department	<b>Division:</b> Wastewater Collection	<b>Project #:</b> N/A
<b>Location:</b>		
<b>Project Status:</b> Replacement		<b>Priority:</b> Please Select
<b>Strategic Goal:</b> Natural and Built Systems		
<b>Objective:</b> Eliminating existing infrastructure deficits		

DESCRIPTION/JUSTIFICATION	
<p>The existing LS #7 will beed to be related because of the new Geneva Drive/SR434 Connection Rd</p>	

PROJECT EXPENDITURES/FUNDING SOURCES								
Project Costs	Prior Years	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 27-31	Total
Engineering & Design	-	-	-	-	-	-	-	-
Construction	-	150,000	-	-	-	-	-	150,000
Other	-	-	-	-	-	-	-	-
<b>Total Project Costs</b>	<b>\$ -</b>	<b>\$ 150,000</b>	<b>\$ -</b>	<b>\$ 150,000</b>				
Source of Funds	Prior Years	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 27-31	Total
Water and Sewer Fund	-	150,000	-	-	-	-	-	150,000
Renewal & Repl Fund	-	-	-	-	-	-	-	-
Vehicle Repl Fund	-	-	-	-	-	-	-	-
Water Impact Fee Fund	-	-	-	-	-	-	-	-
Sewer Impact Fee Fund	-	-	-	-	-	-	-	-
SRF Loan	-	-	-	-	-	-	-	-
2020A Util Rev Ref Bonds	-	-	-	-	-	-	-	-
New Debt	-	-	-	-	-	-	-	-
<b>Total Project Revenues</b>	<b>\$ -</b>	<b>\$ 150,000</b>	<b>\$ -</b>	<b>\$ 150,000</b>				

OPERATIONAL IMPACT								
No additional operating impact costs are expected related to this project.								
Operational Impact	Prior Years	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 27-31	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>							

# Ten Year CIP

## Utility Funds (401-409)

### CAPITAL IMPROVEMENT PROGRAM DETAIL

#### ENGINEERING STANDARD MANUAL

<b>Department:</b> Public Works Department	<b>Division:</b> Utility Administration	<b>Project #:</b> N/A
<b>Location:</b>		
<b>Project Status:</b> Replacement		<b>Priority:</b> Please Select
<b>Strategic Goal:</b> High Performance Government		
<b>Objective:</b> High levels of customer service, productivity, and efficiency		

DESCRIPTION/JUSTIFICATION	DETAILS										
<p>The City's ESM is to be updated to be in line with current criteria.</p>	<p><b>NOTES:</b>            1. METER SHALL CONTAIN A STRAINING DEVICE.            2. ALL ABOVE GRADE PIPE SHALL BE FLANGED DUCTILE IRON.</p> <p>THESE DETAILS ARE PROVIDED ONLY TO ASSIST IN THE DESIGN PROCESS. ALL DESIGN SHALL BE IN ACCORDANCE WITH THE SUBDIVISION ARTICLES AND SECTIONS OF THE CITY OF OVIEDO'S MOST CURRENT ENGINEERING STANDARDS MANUAL. IT IS THE ENGINEER'S RESPONSIBILITY TO OBTAIN AND USE UPDATED VERSIONS OF THESE DETAILS SHOULD THEY BECOME AVAILABLE FROM THE CITY.</p> <p style="text-align: center;"><b>CITY OF OVIEDO</b> Engineering Department</p> <table border="1" style="float: right;"> <tr> <td>REV.</td> <td>SHEET</td> </tr> <tr> <td>9/2016</td> <td>1 OF 1</td> </tr> <tr> <td>FILE</td> <td>SCALE</td> </tr> <tr> <td>NTS</td> <td>38</td> </tr> <tr> <td></td> <td>DETAIL</td> </tr> </table>	REV.	SHEET	9/2016	1 OF 1	FILE	SCALE	NTS	38		DETAIL
REV.	SHEET										
9/2016	1 OF 1										
FILE	SCALE										
NTS	38										
	DETAIL										

PROJECT EXPENDITURES/FUNDING SOURCES									
Project Costs	Prior Years	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 27-31	Total	
Engineering & Design	-	-	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-	-	-
Other	-	50,000	-	-	-	-	-	-	50,000
<b>Total Project Costs</b>	<b>\$ -</b>	<b>\$ 50,000</b>	<b>\$ -</b>	<b>\$ 50,000</b>					
Source of Funds	Prior Years	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 27-31	Total	
Water and Sewer Fund	-	50,000	-	-	-	-	-	-	50,000
Renewal & Repl Fund	-	-	-	-	-	-	-	-	-
Vehicle Repl Fund	-	-	-	-	-	-	-	-	-
Water Impact Fee Fund	-	-	-	-	-	-	-	-	-
Sewer Impact Fee Fund	-	-	-	-	-	-	-	-	-
SRF Loan	-	-	-	-	-	-	-	-	-
2020A Util Rev Ref Bonds	-	-	-	-	-	-	-	-	-
New Debt	-	-	-	-	-	-	-	-	-
<b>Total Project Revenues</b>	<b>\$ -</b>	<b>\$ 50,000</b>	<b>\$ -</b>	<b>\$ 50,000</b>					

OPERATIONAL IMPACT									
No additional operating impact costs are expected related to this project.									
Operational Impact	Prior Years	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 27-31	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>								

# Ten Year CIP

## Utility Funds (401-409)

### CAPITAL IMPROVEMENT PROGRAM DETAIL

#### DISK FILTERS

<b>Department:</b>	Public Works Department	<b>Division:</b>	Alafaya Wastewater	<b>Project #:</b>	N/A
<b>Location:</b>	Wastewater Treatment Plant			<b>Priority:</b>	Please Select
<b>Project Status:</b>	Replacement				
<b>Strategic Goal:</b>	Natural and Built Systems				
<b>Objective:</b>	Maintain public health protections				

DESCRIPTION/JUSTIFICATION	
<p>The Disc filters at the wastewater treatment plant are used to filter Suspended solids (particulate) from the wastewater before the disinfection process can take place. This process is a vital part of the treatment system that ensures plant effluent can meet FDEP permit requirements. The current filters have had difficulty maintaining filtration requirements (poor performance) and are in need of major repairs. The parts needed to complete these repairs have been very difficult to procure through the manufacturers and very expensive. In addition, the current filters were manufactured by two different companies. This makes obtaining and storing parts on hand difficult since we have limited space at the facility. Since these filters are not built by the same manufacturer the facility has to spend more on parts since every part is unique to each filter and they are not interchangeable. Funding in FY 2021/22 is for Disk Filter Evaluation.</p>	

PROJECT EXPENDITURES/FUNDING SOURCES								
Project Costs	Prior Years	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 27-31	Total
Engineering & Design	-	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-	-
Other	-	10,000	800,000	-	-	-	-	810,000
<i>Total Project Costs</i>	<i>\$ -</i>	<i>\$ 10,000</i>	<i>\$ 800,000</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ 810,000</i>
Source of Funds	Prior Years	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 27-31	Total
Water and Sewer Fund	-	10,000	800,000	-	-	-	-	810,000
Renewal & Repl Fund	-	-	-	-	-	-	-	-
Vehicle Repl Fund	-	-	-	-	-	-	-	-
Water Impact Fee Fund	-	-	-	-	-	-	-	-
Sewer Impact Fee Fund	-	-	-	-	-	-	-	-
SRF Loan	-	-	-	-	-	-	-	-
2020A Util Rev Ref Bonds	-	-	-	-	-	-	-	-
New Debt	-	-	-	-	-	-	-	-
<i>Total Project Revenues</i>	<i>\$ -</i>	<i>\$ 10,000</i>	<i>\$ 800,000</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ 810,000</i>

OPERATIONAL IMPACT								
No additional operating impact costs are expected related to this project.								
Operational Impact	Prior Years	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 27-31	Total
Additional Revenues:								
Charges for Services	-	-	-	-	-	-	-	-
Other Revenues	-	-	-	-	-	-	-	-
Less Expenditures:								
Personnel	-	-	-	-	-	-	-	-
Operating	-	-	-	-	-	-	-	-
Non-operating	-	-	-	-	-	-	-	-
<i>Net Operating Impact</i>	<i>\$ -</i>							

# Ten Year CIP

## Utility Funds (401-409)

### CAPITAL IMPROVEMENT PROGRAM DETAIL

#### ALAFAYA-CHAPMAN MAIN LOOPING STUDY

<b>Department:</b> Public Works Department	<b>Division:</b> Utility Administration	<b>Project #:</b> N/A
<b>Location:</b>		
<b>Project Status:</b> New		<b>Priority:</b> Please Select
<b>Strategic Goal:</b> Natural and Built Systems		
<b>Objective:</b> Developing infrastructure that enables quality/smart growth		

DESCRIPTION/JUSTIFICATION	
Connect Alafaya Woods Subdivision to Chapman Road	

PROJECT EXPENDITURES/FUNDING SOURCES								
Project Costs	Prior Years	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 27-31	Total
Engineering & Design	-	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-	-
Other	-	35,000	-	-	-	-	-	35,000
<b>Total Project Costs</b>	<b>\$ -</b>	<b>\$ 35,000</b>	<b>\$ -</b>	<b>\$ 35,000</b>				
Source of Funds	Prior Years	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 27-31	Total
Water and Sewer Fund	-	35,000	-	-	-	-	-	35,000
Renewal & Repl Fund	-	-	-	-	-	-	-	-
Vehicle Repl Fund	-	-	-	-	-	-	-	-
Water Impact Fee Fund	-	-	-	-	-	-	-	-
Sewer Impact Fee Fund	-	-	-	-	-	-	-	-
SRF Loan	-	-	-	-	-	-	-	-
2020A Util Rev Ref Bonds	-	-	-	-	-	-	-	-
New Debt	-	-	-	-	-	-	-	-
<b>Total Project Revenues</b>	<b>\$ -</b>	<b>\$ 35,000</b>	<b>\$ -</b>	<b>\$ 35,000</b>				

OPERATIONAL IMPACT								
No additional operating impact costs are expected related to this project.								
Operational Impact	Prior Years	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 27-31	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>							

# Ten Year CIP

## Utility Funds (401-409)

### CAPITAL IMPROVEMENT PROGRAM DETAIL

#### WATER AND SEWER VEHICLE/EQIP REPLACEMENT

**Department:** Public Works Department      **Division:** Water and Wastewater      Project#      N/A  
**Location:**  
**Project Status:** Replacement  
**Strategic Goal:** Safety and Security  
**Objective:** Maintain up-to-date equipment and appropriate facilities

#### DESCRIPTION/JUSTIFICATION

Division	Fleet #	Year	Make	Model	Est. Cost
3300	1031	2005	Ford	F-550 Dump	\$ 73,000
3501	5983		Magnatek	40RD Port. Genset	\$131,000



#### PROJECT EXPENDITURES/FUNDING SOURCES

Project Costs	Prior Years	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 27-31	Total
Engineering & Design	-	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-	-
Equipment	-	204,000	764,000	315,000	322,000	375,000	1,673,000	3,653,000
<b>Total Project Costs</b>	<b>\$ -</b>	<b>\$ 204,000</b>	<b>\$ 764,000</b>	<b>\$ 315,000</b>	<b>\$ 322,000</b>	<b>\$ 375,000</b>	<b>\$ 1,673,000</b>	<b>\$ 3,653,000</b>
Source of Funds	Prior Years	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 27-31	Total
Veh replacement Fund (407)	-	204,000	764,000	315,000	322,000	375,000	1,673,000	3,653,000
New Debt	-	-	-	-	-	-	-	-
<b>Total Project Revenues</b>	<b>\$ -</b>	<b>\$ 204,000</b>	<b>\$ 764,000</b>	<b>\$ 315,000</b>	<b>\$ 322,000</b>	<b>\$ 375,000</b>	<b>\$ 1,673,000</b>	<b>\$ 3,653,000</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 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 27-31	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>							

# Ten Year CIP

## Utility Funds (401-409)

### CAPITAL IMPROVEMENT PROGRAM DETAIL

#### OVIEDO BLVD RECLAIMED WATER EXTENSION

<b>Department:</b> Public Works Department	<b>Division:</b> Water Conservation	<b>Project #:</b> 17-012
<b>Location:</b> Oviedo Blvd		
<b>Project Status:</b>		<b>Priority:</b> Low
<b>Strategic Goal:</b> Natural and Built Systems		
<b>Objective:</b> Maximize sustainable reclaimed irrigation water supply		

DESCRIPTION/JUSTIFICATION	DRAWING INDEX																																																																																																																																																																																																										
<p>Due to residential and commercial growth along Oviedo Blvd. The city aims to expand its reclaimed water infrastructure by installing a new reclaimed water line on Oviedo Blvd. The new main will connect the existing main south of Oviedo Gym to the existing main at East Broadway street.</p>	 <p><b>DRAWING INDEX</b></p> <table border="1"> <thead> <tr> <th>SHEET # (DRAWING)</th> <th>DESCRIPTION</th> </tr> </thead> <tbody> <tr><td>001</td><td>GENERAL NOTES</td></tr> <tr><td>002</td><td>LOCATION MAP</td></tr> <tr><td>003</td><td>PROPOSED RECLAIMED WATER MAIN AND BRANCH LINES</td></tr> <tr><td>004</td><td>PROPOSED 12" DIAMETER RECLAIMED WATER MAIN</td></tr> <tr><td>005</td><td>PROPOSED 12" DIAMETER RECLAIMED WATER MAIN</td></tr> <tr><td>006</td><td>PROPOSED 12" DIAMETER RECLAIMED WATER MAIN</td></tr> <tr><td>007</td><td>PROPOSED 12" DIAMETER RECLAIMED WATER MAIN</td></tr> <tr><td>008</td><td>PROPOSED 12" DIAMETER RECLAIMED WATER MAIN</td></tr> <tr><td>009</td><td>PROPOSED 12" DIAMETER 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PROJECT EXPENDITURES/FUNDING SOURCES								
Project Costs	Prior Years	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 27-31	Total
Engineering & Design	84,296	25,000	-	-	-	-	-	25,000
Construction	-	500,000	-	-	-	-	-	500,000
Other	-	-	-	-	-	-	-	-
<b>Total Project Costs</b>	<b>\$ 84,296</b>	<b>\$ 525,000</b>	<b>\$ -</b>	<b>\$ 525,000</b>				
Source of Funds	Prior Years	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 27-31	Total
Water and Sewer Fund	84,296	-	-	-	-	-	-	-
Renewal & Repl Fund	-	-	-	-	-	-	-	-
Vehicle Repl Fund	-	-	-	-	-	-	-	-
Water Impact Fee Fund	-	-	-	-	-	-	-	-
Sewer Impact Fee Fund	-	525,000	-	-	-	-	-	525,000
SRF Loan	-	-	-	-	-	-	-	-
2020A Util Rev Ref Bonds	-	-	-	-	-	-	-	-
New Debt	-	-	-	-	-	-	-	-
<b>Total Project Revenues</b>	<b>\$ 84,296</b>	<b>\$ 525,000</b>	<b>\$ -</b>	<b>\$ 525,000</b>				

OPERATIONAL IMPACT								
No additional operating impact costs are expected related to this project.								
Operational Impact	Prior Years	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 27-31	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>							

# Ten Year CIP

## Stormwater Fund (410)

STRMWATER FUND 410								
[2] Major Capital Project Name [3]	Uncommitted	New						Total
	Appropriations	Appropriations						
	FY2020-21 [1]	FY2021-22	FY2022-23	FY2023-24	FY2024-25	FY2025-26	FY2027-31	
Allendale Drainage Improvements	-	-	150,000	-	-	-	-	150,000
<i>F</i> Panther Street Ditch Piping-Ph 3	26,841	300,000	-	-	-	-	-	300,000
<i>F</i> Stormwater Master Plan	-	150,000	-	-	-	-	-	150,000
Shed Street Drainage Imprv	1,550	-	-	-	-	-	-	-
Twin Rivers Blvd Drainage Imp	50,000	-	-	-	-	-	-	-
Shaffer Trail Pipe Lining	120,055	-	-	-	-	-	-	-
<i>F</i> Alafaya Woods Infrastructure Lining	-	150,000	-	-	-	-	-	150,000
<i>F</i> Pipe Lining	-	300,000	-	-	-	-	-	300,000
<i>F</i> Mobitrac Amphibious 5070	-	85,553	-	-	-	-	-	85,553
	-	-	-	-	-	-	-	-
<b>Capital Outlay [3]</b>								
<i>F</i> Vehicle Replacements (Stormwater)	-	106,000	435,000	385,000	587,000	270,000	962,000	2,745,000
<b>Total Capital Budgets</b>	<b>198,446</b>	<b>1,091,553</b>	<b>585,000</b>	<b>385,000</b>	<b>587,000</b>	<b>270,000</b>	<b>962,000</b>	<b>3,880,553</b>
<b>Source of Funds</b>								
Stormwater Fund	198,446	985,553	150,000	-	-	-	-	1,135,553
Vehicle Replacement Fund	-	106,000	435,000	385,000	587,000	270,000	962,000	2,745,000
New Debt	-	-	-	-	-	-	-	-
<b>Total Source of Funds</b>	<b>198,446</b>	<b>1,091,553</b>	<b>585,000</b>	<b>385,000</b>	<b>587,000</b>	<b>270,000</b>	<b>962,000</b>	<b>3,880,553</b>

- [1] Uncommitted Appropriation FY2020-21 represent remaining balances on projects that are active in FY2020-21. Balances are updated as of 08/31/2021.  
 [2] Items denoted with an "F" are funded in the FY 2021-22 Adopted Budget.  
 [3] CIP forms are included for all capital improvement projects (CIP) funded in the FY 2021-22 Budget. Forms are not required for capital outlay requests.

# Ten Year CIP

## Stormwater Fund (410)

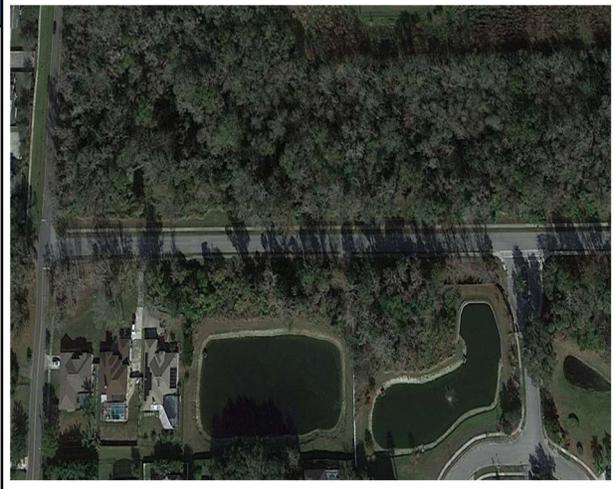
### CAPITAL IMPROVEMENT PROGRAM DETAIL

#### PANTHER STREET DITCH PIPING-PH 3

<b>Department:</b>	Public Works Department	<b>Division:</b>	SW Capital Projects	<b>Project #:</b>	16-001
<b>Location:</b>	Panther Street Ditch Piping			<b>Priority:</b>	Low
<b>Project Status:</b>	New				
<b>Strategic Goal:</b>	Natural and Built Systems				
<b>Objective:</b>	Eliminating existing infrastructure deficits				

#### DESCRIPTION/JUSTIFICATION

Panther Street has a historic agricultural ditch. The area has become residential and the ditch line is a maintenance burden and has the potential for residential hazardous elements. The plans for piping have already been designed and the ditch will be piped in phases to spread the cost of several budget years:  
 Phase 1 FY 19/20 completed  
 Phase 2 FY 20/21 near completion  
 Phase 3 FY 21/22 requested



#### PROJECT EXPENDITURES/FUNDING SOURCES

Project Costs	Prior Years	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 27-31	Total
Engineering & Design	76,377	-	-	-	-	-	-	-
Construction	490,709	300,000	-	-	-	-	-	300,000
Other	450	-	-	-	-	-	-	-
<b>Total Project Costs</b>	<b>\$ 567,536</b>	<b>\$ 300,000</b>	<b>\$ -</b>	<b>\$ 300,000</b>				

Source of Funds	Prior Years	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 27-31	Total
Stormwater Fund	567,536	300,000	-	-	-	-	-	300,000
New Debt	-	-	-	-	-	-	-	-
<b>Total Project Revenues</b>	<b>\$ 567,536</b>	<b>\$ 300,000</b>	<b>\$ -</b>	<b>\$ 300,000</b>				

#### OPERATIONAL IMPACT

No additional operating impact costs are expected related to this project.

Operational Impact	Prior Years	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 27-31	Total
Additional Revenues:								
Charges for Services	-	-	-	-	-	-	-	-
Other Revenues	-	-	-	-	-	-	-	-
Less Expenditures:								
Personnel	-	-	-	-	-	-	-	-
Operating	-	-	-	-	-	-	-	-
Non-operating	-	-	-	-	-	-	-	-
<b>Net Operating Impact</b>	<b>\$ -</b>							

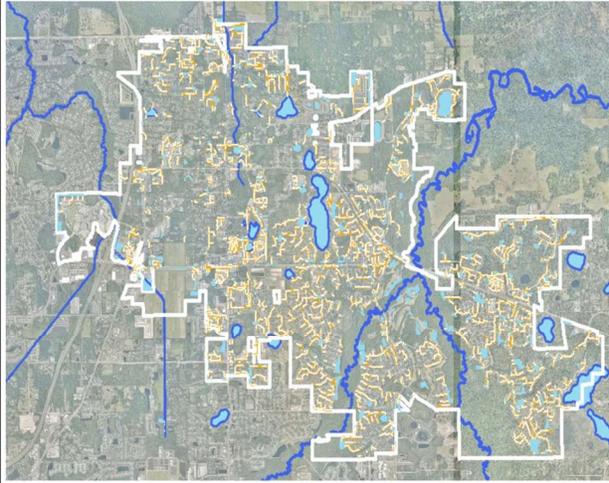
# Ten Year CIP

## Stormwater Fund (410)

### CAPITAL IMPROVEMENT PROGRAM DETAIL

#### STORMWATER MASTER PLAN

<b>Department:</b>	Public Works Department	<b>Division:</b>	SW Capital Projects	<b>Project #:</b>	N/A
<b>Location:</b>	N/A				
<b>Project Status:</b>	New			<b>Priority:</b>	Low
<b>Strategic Goal:</b>	Natural and Built Systems				
<b>Objective:</b>	Review infrastructure master plans				

DESCRIPTION/JUSTIFICATION	
<p>The City's Stormwater Master Plan was created and approved in April 2004, since this time operational maintenance, local development and general changes in prioritization for drainage improvements have altered. The level of service of aging infrastructure in the older areas of Oviedo continues to decline, these areas require emergency repairs and costly reactive investigations. A review and reprioritization of the current Master Plan will benefit both the operational budget and also capital improvement stormwater spending. The Master Plan Revision will identify those areas most likely to need rehabilitation, retrofitting or replacement of current aging infrastructure as opposed to those areas that have received support by operational maintenance orders and the priority need has been significantly lessened.</p>	

PROJECT EXPENDITURES/FUNDING SOURCES								
Project Costs	Prior Years	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 27-31	Total
Engineering & Design	-	-	-	-	-	-	-	-
Construction	-	150,000	-	-	-	-	-	150,000
Other	-	-	-	-	-	-	-	-
<i>Total Project Costs</i>	\$ -	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 150,000
Source of Funds	Prior Years	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 27-31	Total
Stormwater Fund	-	150,000	-	-	-	-	-	150,000
New Debt	-	-	-	-	-	-	-	-
<i>Total Project Revenues</i>	\$ -	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 150,000

OPERATIONAL IMPACT								
No additional operating impact costs are expected related to this project.								
Operational Impact	Prior Years	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 27-31	Total
Additional Revenues:								
Charges for Services	-	-	-	-	-	-	-	-
Other Revenues	-	-	-	-	-	-	-	-
Less Expenditures:								
Personnel	-	-	-	-	-	-	-	-
Operating	-	-	-	-	-	-	-	-
Non-operating	-	-	-	-	-	-	-	-
<i>Net Operating Impact</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

# Ten Year CIP

## Stormwater Fund (410)

### CAPITAL IMPROVEMENT PROGRAM DETAIL

#### ALAFAYA WOODS INFRASTRUCTURE LINING

<b>Department:</b>	Public Works Department	<b>Division:</b>	Please Select	<b>Project #:</b>	N/A
<b>Location:</b>				<b>Priority:</b>	Please Select
<b>Project Status:</b>	New				
<b>Strategic Goal:</b>	Natural and Built Systems				
<b>Objective:</b>	Maintain and enhance stormwater management				

DESCRIPTION/JUSTIFICATION	
Lining of multiple locations with aged and faulty stormlines. Lining the aging stormpipes save on costs and prevents road cuts and repaving. Infrastructure lining eliminates interruption to services.	

PROJECT EXPENDITURES/FUNDING SOURCES								
Project Costs	Prior Years	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 27-31	Total
Engineering & Design	-	-	-	-	-	-	-	-
Construction	-	150,000	-	-	-	-	-	150,000
Other	-	-	-	-	-	-	-	-
<i>Total Project Costs</i>	<i>\$ -</i>	<i>\$ 150,000</i>	<i>\$ -</i>	<i>\$ 150,000</i>				
Source of Funds	Prior Years	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 27-31	Total
Stormwater Fund	-	150,000	-	-	-	-	-	150,000
New Debt	-	-	-	-	-	-	-	-
<i>Total Project Revenues</i>	<i>\$ -</i>	<i>\$ 150,000</i>	<i>\$ -</i>	<i>\$ 150,000</i>				

OPERATIONAL IMPACT								
No additional operating impact costs are expected related to this project.								
Operational Impact	Prior Years	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 27-31	Total
Additional Revenues:								
Charges for Services	-	-	-	-	-	-	-	-
Other Revenues	-	-	-	-	-	-	-	-
Less Expenditures:								
Personnel	-	-	-	-	-	-	-	-
Operating	-	-	-	-	-	-	-	-
Non-operating	-	-	-	-	-	-	-	-
<i>Net Operating Impact</i>	<i>\$ -</i>							

# Ten Year CIP

## Stormwater Fund (410)

### CAPITAL IMPROVEMENT PROGRAM DETAIL

#### PIPE LINING

<b>Department:</b>	Public Works Department	<b>Division:</b>	Stormwater Maintenance	<b>Project #:</b>	N/A
<b>Location:</b>	City Wide				
<b>Project Status:</b>	New			<b>Priority:</b>	Low
<b>Strategic Goal:</b>	Natural and Built Systems				
<b>Objective:</b>	Maintain and enhance stormwater management				

DESCRIPTION/JUSTIFICATION	
Renewal and Replacement project to repair deteriorated pipes with liners to improve stormwater conveyance and reduce the potential of flooding.	

PROJECT EXPENDITURES/FUNDING SOURCES								
Project Costs	Prior Years	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 27-31	Total
Engineering & Design	-	-	-	-	-	-	-	-
Construction	-	300,000	-	-	-	-	-	300,000
Other	-	-	-	-	-	-	-	-
<i>Total Project Costs</i>	\$ -	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 300,000
Source of Funds	Prior Years	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 27-31	Total
Stormwater Fund	-	300,000	-	-	-	-	-	300,000
New Debt	-	-	-	-	-	-	-	-
<i>Total Project Revenues</i>	\$ -	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 300,000

OPERATIONAL IMPACT								
No additional operating impact costs are expected related to this project.								
Operational Impact	Prior Years	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 27-31	Total
Additional Revenues:								
Charges for Services	-	-	-	-	-	-	-	-
Other Revenues	-	-	-	-	-	-	-	-
Less Expenditures:								
Personnel	-	-	-	-	-	-	-	-
Operating	-	-	-	-	-	-	-	-
Non-operating	-	-	-	-	-	-	-	-
<i>Net Operating Impact</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

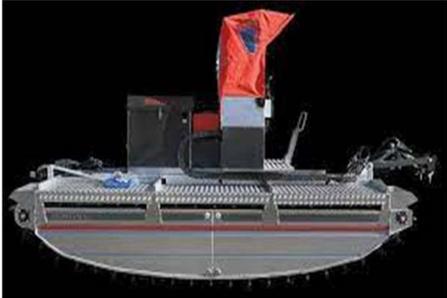
# Ten Year CIP

## Stormwater Fund (410)

### CAPITAL IMPROVEMENT PROGRAM DETAIL

#### MOBITRAC AMPHIBIOUS 5070

<b>Department:</b>	Public Works Department	<b>Division:</b>	Stormwater Maintenance	<b>Project #:</b>	N/A
<b>Location:</b>	Stormwater				
<b>Project Status:</b>	New	<b>Priority:</b>	Low		
<b>Strategic Goal:</b>	Safety and Security				
<b>Objective:</b>	Maintain up-to-date equipment and appropriate facilities				

DESCRIPTION/JUSTIFICATION	
The Mobitrac Amphibious 5070 will be used to clear and clean the City's retention ponds, water lands, river banks and canals. There is also an array of optional attachment tools for aquatic cutting, collecting, excavating and dredging.	

PROJECT EXPENDITURES/FUNDING SOURCES								
Project Costs	Prior Years	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 27-31	Total
Engineering & Design	-	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-	-
Other	-	85,553	-	-	-	-	-	85,553
<b>Total Project Costs</b>	<b>\$ -</b>	<b>\$ 85,553</b>	<b>\$ -</b>	<b>\$ 85,553</b>				
Source of Funds	Prior Years	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 27-31	Total
Stormwater Fund	-	85,553	-	-	-	-	-	85,553
New Debt	-	-	-	-	-	-	-	-
<b>Total Project Revenues</b>	<b>\$ -</b>	<b>\$ 85,553</b>	<b>\$ -</b>	<b>\$ 85,553</b>				

OPERATIONAL IMPACT								
No additional operating impact costs are expected related to this project.								
Operational Impact	Prior Years	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 27-31	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>							

# Ten Year CIP

## Vehicle Replacement Fund (407) Stormwater

### CAPITAL IMPROVEMENT PROGRAM DETAIL

#### STORMWATER VEHICLE/EQUIP REPLACEMENT

**Department:** Public Works Department      **Division:** Stormwater      **Project #** N/A  
**Location:**  
**Project Status:** Replacement  
**Strategic Goal:** Safety and Security  
**Objective:** Maintain up-to-date equipment and appropriate facilities

#### DESCRIPTION/JUSTIFICATION

Division	Fleet #	Year	Make	Model	Est. Cost
3802	4198	2011	Bobcat	T650	\$ 66,000
3802	4337	1998	Eager	Trailer	\$ 40,000



#### PROJECT EXPENDITURES/FUNDING SOURCES

Project Costs	Prior Years	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 27-31	Total
Engineering & Design	-	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-	-
Equipment	-	106,000	435,000	385,000	587,000	270,000	962,000	2,745,000
<b>Total Project Costs</b>	<b>\$ -</b>	<b>\$ 106,000</b>	<b>\$ 435,000</b>	<b>\$ 385,000</b>	<b>\$ 587,000</b>	<b>\$ 270,000</b>	<b>\$ 962,000</b>	<b>\$ 2,745,000</b>

Source of Funds	Prior Years	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 27-31	Total
Veh replacement Fund (407)	-	106,000	435,000	385,000	587,000	270,000	962,000	2,745,000
New Debt	-	-	-	-	-	-	-	-
<b>Total Project Revenues</b>	<b>\$ -</b>	<b>\$ 106,000</b>	<b>\$ 435,000</b>	<b>\$ 385,000</b>	<b>\$ 587,000</b>	<b>\$ 270,000</b>	<b>\$ 962,000</b>	<b>\$ 2,745,000</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 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 27-31	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>							

# Ten Year CIP

## Fleet Fund (504)

FLEET REPLACEMENT FUND FUND 504								
[2] Major Capital Project Name [3]	Uncommitted	New						Total
	Appropriations	Appropriations						
	Y2020-21[1]	FY2021-22	FY2022-23	FY2023-24	FY2024-25	FY2025-26	FY2027-31	
Drive-On Style Four Post Lift	-	-	26,000	-	-	-	-	26,000
<b>Capital Outlay [3]</b>								
N/A		-	-	-	-	-	-	-
<b>Total Capital Budgets</b>	-	-	26,000	-	-	-	-	26,000
<b>Source of Funds</b>								
Fleet Fund		-	26,000	-	-	-	-	26,000
New Debt		-	-	-	-	-	-	-
<b>Total Capital Budgets</b>	-	-	26,000	-	-	-	-	26,000

**Notes:**

- [1] Uncommitted Appropriation FY2020-21 represent remaining balances on projects that are active in FY2020-21. Balances are updated as of 08/31/2021
- [2] Items denoted with an "F" are funded in the FY 2021-22 Adopted Budget.
- [3] CIP forms are included for all capital improvement projects (CIP) funded in the FY 2021-22 Budget. Forms are not required for capital outlay requests

# Ten Year CIP

## Operating Impact for Capital Projects 5 Year Summary

Operating Impact for Capital Improvement Projects funded in FY 2021-22		FY 21/22 Adopted	FY 22/23 Projected	FY 23/24 Projected	FY 24/25 Projected	FY 25/26 Projected	FY 27-31 Projected	Estimated Total Cost
<b>Total</b>		<b>\$ 7,000</b>	<b>\$ 11,500</b>	<b>\$ 13,000</b>	<b>\$ 13,000</b>	<b>\$ 13,000</b>	<b>\$ 65,000</b>	<b>\$ 122,500</b>
<b>Operating Impact - Five Year</b>								
<b>CRA Fund (015)</b>								
Geneva Drive to SR434 Connector		-	1,500	1,500	1,500	1,500	7,500	13,500
Personnel	Roadway Maintenance	-	500	500	500	500	2,500	4,500
Operating	Materials	-	1,000	1,000	1,000	1,000	5,000	9,000
<b>Transportation Impact Fee Fund (102)</b>								
MHR West Bound Turn Ln at Alafaya Woods		-	1,500	1,500	1,500	1,500	7,500	13,500
Personnel	Roadway Maintenance	-	500	500	500	500	2,500	4,500
Operating	Materials	-	1,000	1,000	1,000	1,000	5,000	9,000
<b>Local Option Gas Tax Fund (105)</b>								
North Lockwood Right Turn Lane		-	-	1,500	1,500	1,500	7,500	12,000
Personnel	Roadway Maintenance	-	-	500	500	500	2,500	4,000
Operating	Materials	-	-	1,000	1,000	1,000	5,000	8,000
<b>3rd Generation Sales Tax Fund (304)</b>								
Solary Park Trail Connectivity		-	1,500	1,500	1,500	1,500	7,500	13,500
Personnel	Roadway Maintenance	-	500	500	500	500	2,500	4,500
Operating	Materials	-	1,000	1,000	1,000	1,000	5,000	9,000
<b>Information Technology Fund (320)</b>								
Site Secure camera and burglar PD		7,000	7,000	7,000	7,000	7,000	35,000	70,000
Operating	Security monitoring	7,000	7,000	7,000	7,000	7,000	35,000	70,000



# APPENDIX

# Glossary of Terms

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## **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.

## **AFG**

Assistance to Firefighters Grant. Federal Emergency Management Agency (FEMA) grant to meet the firefighting and emergency response needs of fire departments and non-affiliated emergency medical service organizations.

## **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 ASSETS**

Long-lived tangible assets obtained or controlled as a result of past transactions, events or circumstances. Capital assets include buildings, equipment, improvements other than buildings, infrastructure, and land. In the private sector, these assets are referred to most often as property, plant and equipment.

## **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

# Glossary of Terms

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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.

## **CARES ACT**

Coronavirus Aid, Relief, and Economic Security Act, also known as the CARES Act, is an economic stimulus bill passed by the 116th U.S. Congress and signed into law by President Donald Trump on March 27, 2020, in response to the economic fallout of the COVID-19 pandemic in the United States.

## **CASH BASIS**

A basis of accounting under which transactions are recognized only when cash changes hands.

## **CLP**

Center Lake Park

## **CRA**

Community Redevelopment Agency

## **CRS**

Community Rating System is a part of the National Flood Insurance Program (NFIP) and awards discounts on flood insurance premiums based on communities' efforts to mitigate flood damage.

## **DEBT SERVICE**

Payments of annual principal and interest on long and short-term debt issues of the City.

## **DEPRECIATION**

1) Expiration in the service life of capital assets, attributable to wear and tear, deterioration, action of the physical elements, inadequacy and obsolescence; 2) The portion of the cost of a capital asset, charged as an expense during a particular period. In accounting for depreciation, the cost of a capital asset, less any salvage value, is prorated over the estimated service life of such an asset, and each period is charged with a portion of such cost. Through this process, the entire cost of the asset is ultimately charged off as an expense.

## **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.

## **FRDAP**

The Land and Recreation Grants staff administers grants to local governments through the Florida Recreation Development Assistance Program (FRDAP). This competitive, reimbursement grant program provides financial assistance for acquisition or development of land for public outdoor recreation.

## **EOC**

Emergency Operation Center

## **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

# Glossary of Terms

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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).

### **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

# Glossary of Terms

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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.

**GENERALLY ACCEPTED ACCOUNTING PRINCIPLES (GAAP)**

Conventions, norms, rules and procedures that serve as a standard for fair presentation of financial statements.

**GOVERNMENT ACCOUNTING STANDARDS BOARD (GASB)**

A standard-setting body, associated with the Financial Accounting Foundation, which prescribes standard accounting practices for governmental units.

**ISO**

An ISO fire rating, also referred to as a fire score or Public Protection Classification (PPC), is a score from one to 10 that indicates how well-protected your community is by the fire department.

**LDC**

Land Development Code

**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.

**OOTP**

Oviedo on the Park. Also referred to as Center Lake Park. Located within the park are Oviedo Cultural Center and Amphitheatre.

**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.

**OSC**

Oviedo Sports Complex

**PERSONAL SERVICES EXPENSE**

Expenses for salaries, wages, workers compensation, health/life insurance and retirement contributions provided to employees of the City.

**POTUS**

President of the United States

**PRM**

Public Risk Management. Member-owned, self-insured, Not-for-Profit organization that provides property and casualty insurance to Florida counties, cities, towns and special districts.

**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

# Glossary of Terms

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multiplying the millage rate by the value of real or personal property expressed per thousand.

## **RFP**

A request for proposal is a document that solicits proposal, often made through a bidding process, by an agency or company interested in procurement of a commodity, service, or valuable asset, to potential suppliers to submit business proposals.

## **RFQ**

Request for quotation is a business process in which a company or public entity requests a quote from a supplier for the purchase of specific products or services.

## **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.

## **SKP**

Shane Kelly Park

## **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.

## **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).