

*City of Umatilla
Adopted Budget
Fiscal Year 2018-2019*





City of Umatilla

Incorporated in 1904

September 18, 2018

Mayor and City Council:

In accordance with State law and pursuant to the City Charter, I am pleased to present to you the Adopted Annual Operating Budget for Fiscal Year (FY) 2019.

This past year we have accomplished many objectives including:

Sewer

- Rehabilitation of lift stations throughout the city and purchase of a trailer mounted emergency lift station generator (SJRWMD)
- Smoke testing of city's sewer lines (SJRWMD) and determination of infiltration and intrusion areas

Airport

- Construction of three new airport box hangars with rest room (FAA and FDOT)
- Purchase of a hangar on the southwest end of the airport and the pending purchase of an additional hangar (FDOT)
- Purchase of the fuel farm (FDOT)
- Began engineering an extension to the partial parallel taxiway (FDOT)
- Undertaking an environmental study in preparation of runway expansion to 3,000 feet (FDOT)

Cadwell Park

- Relocation of playground equipment and reconfiguration of playground area (FRDAP)
- Installation of sidewalks (FRDAP)
- Installation of new basketball backboards and hoops (FRDAP)
- Purchase of additional picnic tables (FRDAP)
- Installation of new chain saw carvings
- Installation of trees

Roads & Streets

- Completion of \$200,000 in road resurfacing split between general fund and CRA dollars which included a public/private partnership with McDonald's to reconfigure the driveway and front parking area along Hatfield Drive

Budget Message

September 18, 2018

This year's budget is focused on improving our infrastructure that will provide superior service to our residents for many years to come.

While the economy is improving, we still have critical infrastructure objectives in the years ahead to meet the needs of our citizens. In FY 2019, we will continue to seek funding to replace our sewer plant as it is past its life cycle or seek other alternatives to provide superior wastewater services to our customers. A new nutrient separating baffle box has been installed and will clean runoff going into Lake Umatilla. Funding for this addition to our Stormwater system was obtained through a grant from the Lake County Water Authority.

In FY 2019, we have budgeted for improvements within our CRA boundaries that include improved signage, additional sidewalks, park improvements, road improvements and grants to businesses that want to enhance their properties.

These plans will be included in our Five Year Capital improvement Plan.

Fund Balance for the General Fund is projected to end the current FY 2018 with a balance of \$411,150, which is \$12,830 more than originally budgeted. The City was able to reduce the budgeted use of General Fund Reserves for FY 2018, which will provide funding for unknown emergencies in Fiscal Year 2019.

Property values in Lake County have increased this year with City of Umatilla taxable values increasing by 5.34% or \$6.8 million. Of this total, \$2.2 million is attributable to new construction. City Council adopted the same millage rate of 7.1089 for FY 2019, generating property tax revenue of \$809,328 for General Fund and \$104,559 for Community Redevelopment Agency (CRA).

The remainder of this message is intended to highlight some of the more substantial areas of the overall operating budget for fiscal year 2019.

Budget Document

The budget is designed to provide the reader with a comprehensive and informative document that includes the policy directives of the Council. The budget is a plan that provides management with the necessary tools to analyze, diagnose, and evaluate how well appropriated funds are converted into the services desired by our citizens.

Budget Highlights

The adopted total expenditure budget for FY 2019 is \$7,183,452 compared to the FY 2018 adopted budget of \$7,890,349, which represents an overall decrease of \$706,897. This decrease is due to grant-funded projects finishing up during FY 2018. City management continues to work with grantor agencies to seek funding for future capital projects.

Budget Message

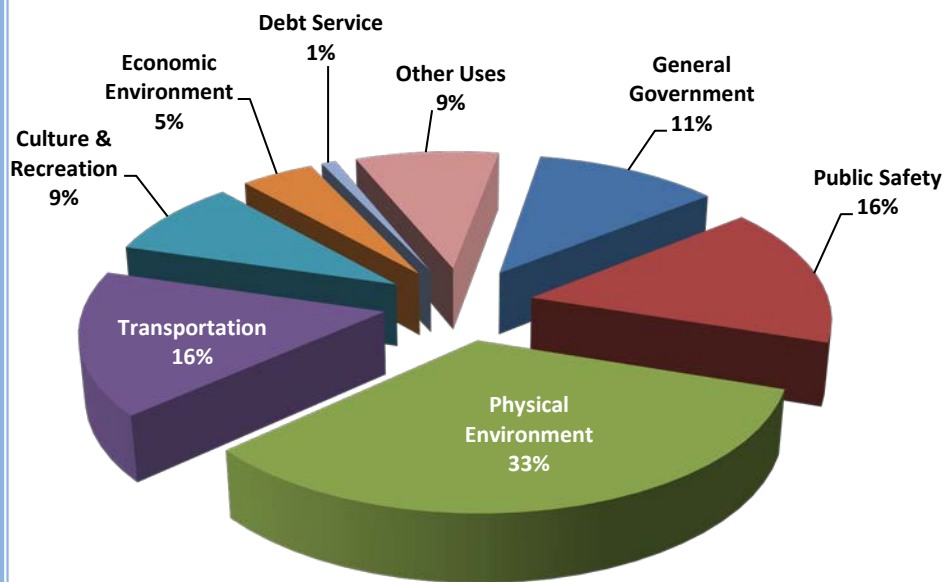
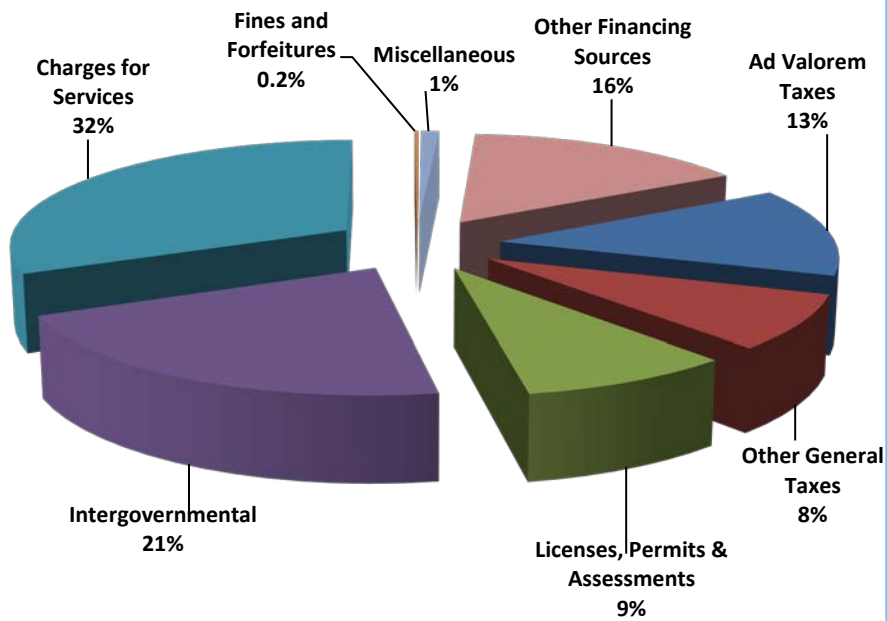
September 18, 2018

- The adopted ad valorem millage rate is 7.1089, which is the same as last year. Total ad valorem tax revenues projected are \$913,887, which is \$51,038 more than last year's budget. The FY 2019 General Fund property tax revenues are estimated at \$809,328, not including the City portion of the CRA property tax of \$104,559.
- The CRA also receives property tax revenue collected for properties within the district by the County and other taxing bodies. These revenues are included as Ad valorem Taxes for reporting purposes, but are in addition to the City millage collections. The total anticipated revenues from other agencies is budgeted at \$98,393. This amount may change based on the adopted millage rates of the other taxing authorities.
- The City adopted a fire assessment effective September 11, 2018. This assessment is apportioned based on call volume and therefore equally distributes the costs of the fire department among the users of the services. There is a flat rate for residential homes and per square foot rates for commercial, industrial/warehouse, institutional and nursing homes. This assessment enabled the City to maintain its current millage rate and levels of service in other areas by instituting a dedicated, equitable funding source for fire rescue within the City.
- Major funding for capital projects continues in FY 2019 with the City taking advantage of our REDI status for project funding through the Saint Johns River Water Management District and Florida Department of Transportation. Current ongoing funding through SJRWMD is the smoke testing, sewer intrusion repair and generator purchase. New sealed and locking manhole covers are on order and will be replaced by the end of October.
- FDOT provided funding for the purchase of two (2) through-the-fence hangars. One hangar has been purchased and the other purchase is anticipated to be completed by the end of December 2018. Other projects funded by FDOT include the environmental assessment for runway expansion, construction of partial parallel taxiway and purchase of surrounding airport property.
- The Environmental Review process for the \$700,000 CDBG Grant has been completed and release of funds is anticipated in the last quarter of 2018. The project identified is to continue waterline improvements within the city. The city match for this project is \$9,100. Construction oversight by BESH totals \$40,000 and Grant Administration by Fred Fox Enterprises totals \$56,000 leaving \$604,000 available for construction. Bidding and commencement of the project is anticipated in the later part of FY 2018.

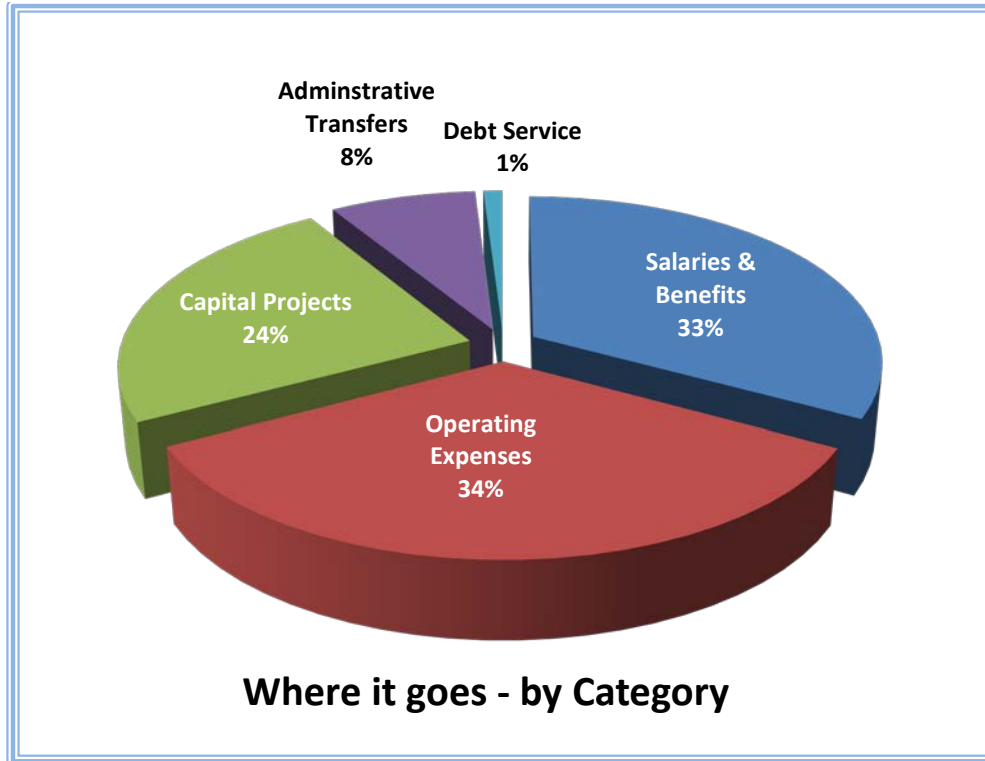
Staff is coordinating the FDOT Gateway Landscape Grant in the amount of \$250,000 with the work being done on the SR 19 Corridor Study. A portion of the landscaping will be done in FY 2018 with the project completion scheduled for FY 2019.

There are still significant unmet needs for major projects that include building a new Sewer Plant. Staff will be preparing for a bond issue or major borrowing for funding to accomplish those projects in accordance with Master Plans recommendation during the next months.

Where it comes from...\$7,515,115



Where it goes - by Function... \$7,183,452



Roadway and Sidewalk Infrastructure

In FY 2018, the City completed over \$200,000 worth of roadway resurfacing utilizing monies from the general fund and CRA. Our roadway improvements will continue to be a high priority in FY 2019.

Employee Salaries and Benefits

For FY 2019, the City is anticipating an increase of approximately \$48,300 or 12% in health insurance expense. We have increased the amount that the employees contribute to help offset this increase. We also continue to educate our employees on preventive healthcare to help reduce insurance costs in the future. The City implemented a non-tobacco use and annual physical incentive program in FY 2018. We will be increasing the amount paid by those that choose not to participate in FY 2019. Worker's compensation is expecting a moderate increase. The City has again applied to receive a 3% credit for workplace safety and a 5% credit for a drug free workplace. Pension contribution rates have increased slightly for FRS-covered employees, and Police Pension plan contribution is expected to increase if proposed changes are approved by City Council.

The payroll budgets have been prepared based on an overall increase of 3%. Salary increases will be performance-based from 0.0% - 3.0% and will be determined by Department Head evaluations and approval by the City Manager. The contribution will not exceed the overall budgeted amount allocated in total.

Property and Casualty Insurance

Property and casualty insurance remains relatively flat for FY 2019. After going out for bid in August we determined that we currently have the most competitive rates.

Conclusion

The Adopted Budget for Fiscal Year 2019 provides a sound financial plan for the City and enables staff to maintain a high level of service to our residents. I would like to take this opportunity to thank the Council members and Directors for all their hard work and dedication in preparing this budget.

Sincerely,



R. Scott Blankenship
City Manager



CITY OF UMATILLA

FISCAL YEAR 2018-2019 ADOPTED BUDGET

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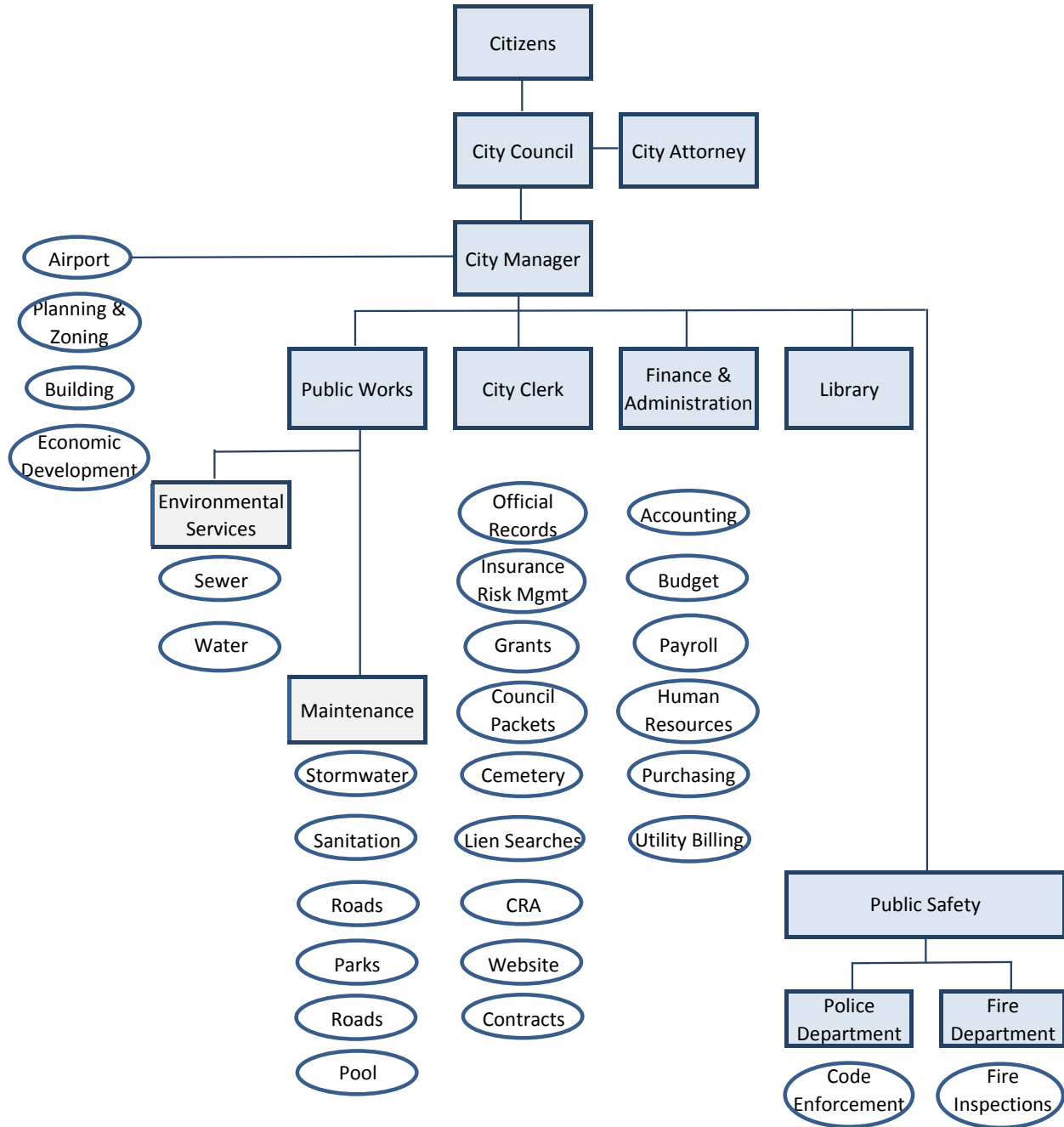
CITY OF UMATILLA

BUDGET CALENDAR FISCAL YEAR 2018-2019

DATE	ACTIVITY
04/01/18	Departments begin budget preparation
05/01/18	Finance reviews budget with departments
06/01/18	City Manager reviews budgets with departments
6/1/2018	Preliminary taxable values are due from the Property Appraiser
06/05/18	First Reading of Fire Assessment Ordinance
06/19/18	Adoption of Fire Assessment Ordinance
07/01/18	Certification of Taxable Value by Property Appraiser
07/31/18	Budget Workshop
07/31/18	Special Meeting to Set Proposed Millage Rate
08/01/18	Submit Fire Assessment Roll to Property Appraiser for inclusion on TRIM notices
08/03/18	DR-420 is submitted to the Property Appraiser
08/07/18	Budget Workshop
08/17/18	TRIM Notices mailed to property owners
08/21/18	Budget Workshop
08/21/18	Advertise Public Hearing for Fire Assessment
08/23/18	Fire Assessment Workshop
09/04/18	Public Hearing to adopt tentative budget and millage rates, set final public hearing date, time and place
09/11/18	Adopt Final Fire Assessment Resolution
09/14/18	Certify Fire Assessment Roll to Tax Collector
09/18/18	Adoption of CRA budget
09/18/18	Final Public Hearing to adopt FY 2019 millage rates and budget
09/21/18	Send adopted millage resolution to Property Appraiser, Tax Collector and the DOR



Organizational Chart





CITY OF UMATILLA

FISCAL YEAR 2018-2019

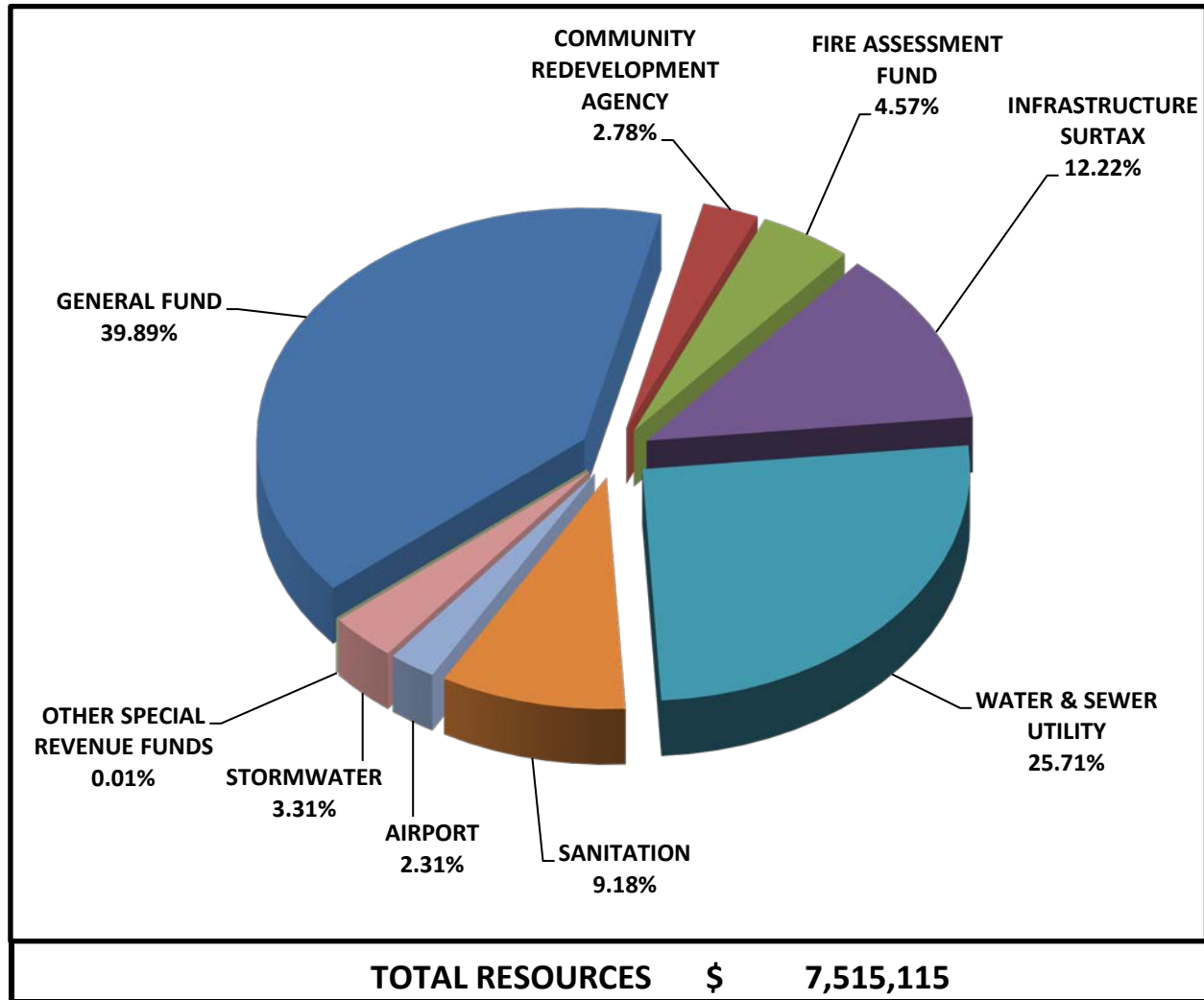
BUDGET SUMMARY

	GENERAL FUND	SPECIAL REVENUE FUNDS	CAPITAL PROJECTS FUND	ENTERPRISE FUNDS	TOTAL
CASH BALANCES BROUGHT FORWARD	\$411,150	\$281,988	\$181,950	\$22,085,786	\$22,960,874
ESTIMATED REVENUES:					
Ad Valorem Taxes - Millage 7.1089	809,328	202,952	-	-	1,012,280
Other General Taxes	618,850	-	-	-	618,850
Permits, Fees & Special Assessments	361,600	303,005	-	-	664,605
Intergovernmental	514,120	-	918,545	150,000	1,582,665
Charges for Services	15,500	-	-	2,361,670	2,377,170
Fines and Forfeitures	14,900	500	-	-	15,400
Miscellaneous	63,845	6,050	100	3,800	73,795
Other Financing Sources	600,000	40,350	-	530,000	1,170,350
	<u>2,998,143</u>	<u>552,857</u>	<u>918,645</u>	<u>3,045,470</u>	<u>7,515,115</u>
Total Estimated Revenues and Cash Balances Brought Forward	<u>3,409,293</u>	<u>834,845</u>	<u>\$1,100,595</u>	<u>\$25,131,256</u>	<u>30,475,989</u>
ESTIMATED EXPENDITURES/EXPENSES:					
General Government	\$803,753	-	20,000	-	\$823,753
Public Safety	700,862	327,708	106,795	-	1,135,365
Physical Environment	43,217	-	-	2,349,614	2,392,831
Transportation	515,675	-	525,500	124,638	1,165,813
Culture & Recreation	556,370	-	77,000	-	633,370
Economic Environment	-	327,270	-	-	327,270
Debt Service	-	-	48,178	16,522	64,700
Other Uses	40,350	-	-	600,000	640,350
	<u>2,660,227</u>	<u>654,978</u>	<u>777,473</u>	<u>3,090,774</u>	<u>7,183,452</u>
Total Expenditures / Expenses	<u>2,660,227</u>	<u>654,978</u>	<u>777,473</u>	<u>3,090,774</u>	<u>7,183,452</u>
Reserves	<u>749,066</u>	<u>179,867</u>	<u>323,122</u>	<u>22,040,482</u>	<u>23,292,537</u>
Total Appropriated Expenditures/ Expenses and Reserves	<u>\$3,409,293</u>	<u>\$834,845</u>	<u>\$1,100,595</u>	<u>\$25,131,256</u>	<u>\$30,475,989</u>



CITY OF UMATILLA

**TOTAL BUDGET RESOURCES
FISCAL YEAR 2018-2019**

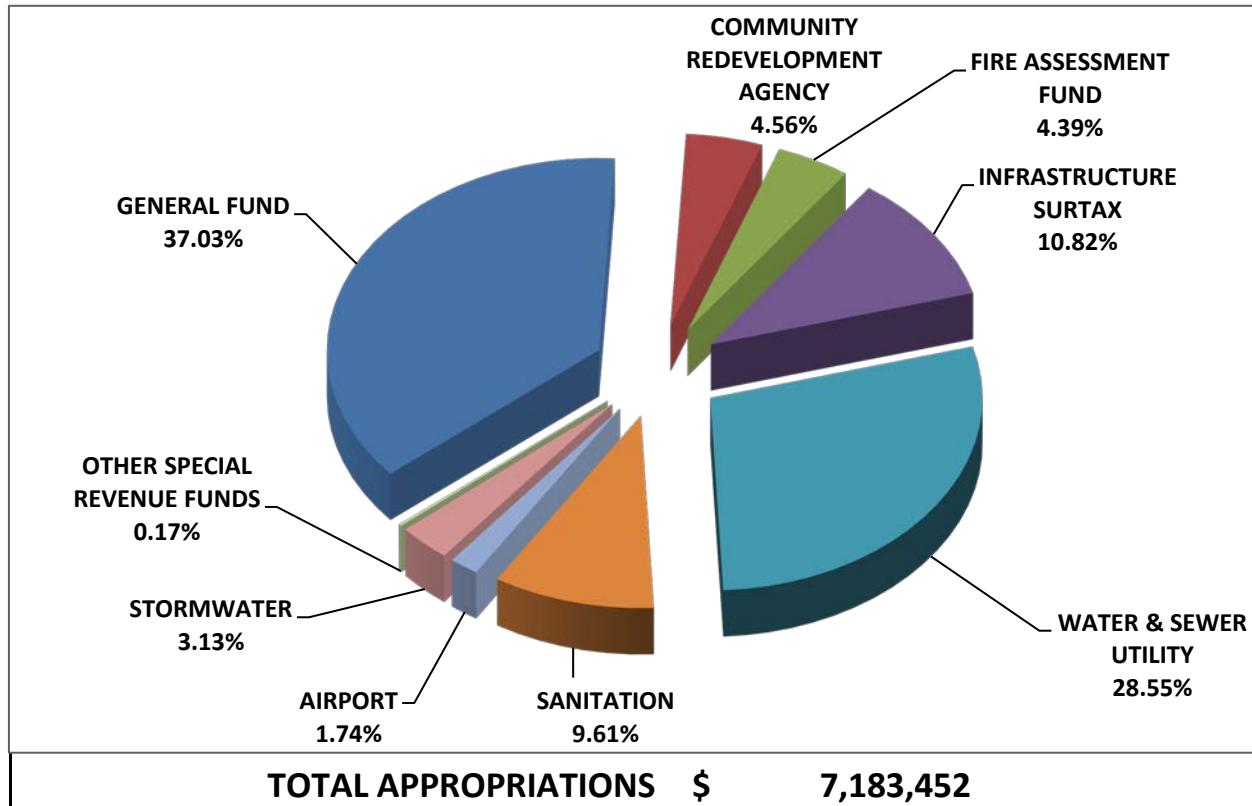


	TOTALS	PERCENT OF BUDGET
GENERAL FUND	\$ 2,998,143	39.89%
COMMUNITY REDEVELOPMENT AGENCY	208,952	2.78%
FIRE ASSESSMENT FUND	343,355	4.57%
INFRASTRUCTURE SURTAX	918,645	12.22%
WATER & SEWER UTILITY	1,932,500	25.71%
SANITATION	690,000	9.18%
AIRPORT	173,870	2.31%
STORMWATER	249,100	3.31%
OTHER SPECIAL REVENUE FUNDS	550	0.01%
TOTAL RESOURCES	\$ 7,515,115	100.00%



CITY OF UMATILLA

**TOTAL BUDGET APPROPRIATIONS
FISCAL YEAR 2018-2019**

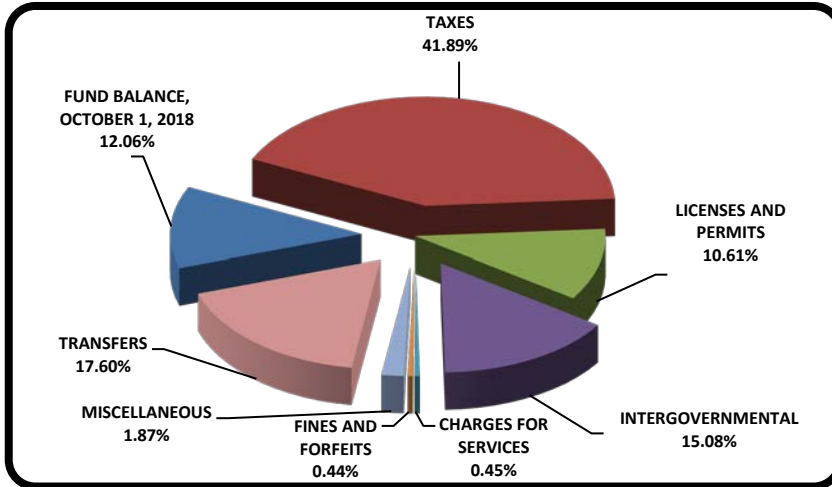


	TOTALS	PERCENT OF BUDGET
GENERAL FUND	\$ 2,660,227	37.03%
COMMUNITY REDEVELOPMENT AGENCY	327,270	4.56%
FIRE ASSESSMENT FUND	315,220	4.39%
INFRASTRUCTURE SURTAX	777,473	10.82%
WATER & SEWER UTILITY	2,050,992	28.55%
SANITATION	690,170	9.61%
AIRPORT	124,638	1.74%
STORMWATER	224,974	3.13%
OTHER SPECIAL REVENUE FUNDS	12,488	0.17%
TOTAL EXPENDITURES	\$ 7,183,452	100.00%





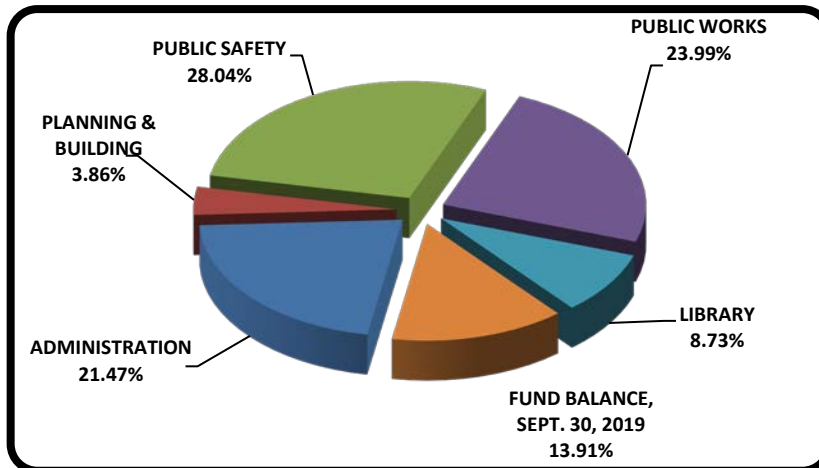
GENERAL FUND



Category	ADOPTED	PERCENT REVENUES
FUND BALANCE, OCTOBER 1, 2018	\$ 411,150	12.06%
TAXES	1,428,178	41.89%
LICENSES AND PERMITS	361,600	10.61%
INTERGOVERNMENTAL	514,120	15.08%
CHARGES FOR SERVICES	15,500	0.45%
FINES AND FORFEITS	14,900	0.44%
MISCELLANEOUS	63,845	1.87%
TRANSFERS	600,000	17.60%

TOTAL AVAILABLE RESOURCES

ADOPTED	PERCENT REVENUES
\$ 3,409,293	100.00%



Category	ADOPTED	PERCENT EXPENSES
ADMINISTRATION	\$ 731,993	21.47%
PLANNING & BUILDING	131,760	3.86%
PUBLIC SAFETY	956,082	28.04%
PUBLIC WORKS	817,782	23.99%
LIBRARY	297,480	8.73%
FUND BALANCE, SEPT. 30, 2019	474,196	13.91%

TOTAL USE OF RESOURCES

ADOPTED	PERCENT EXPENSES
\$ 3,409,293	100.00%



CITY OF UMATILLA

GENERAL FUND BUDGET SUMMARY

	<u>2017</u>	<u>2018</u>	<u>2018</u>	<u>2019</u>
	ACTUAL	BUDGET	ESTIMATE	ADOPTED
FUND BALANCE, OCTOBER 1	\$ 864,239	\$ 765,922	\$ 746,315	\$ 411,150
ADD REVENUES:				
TAXES:				
001-311-100 Ad Valorem Taxes @ 7.1089	727,118	778,750	747,255	809,328
001-311-200 Ad Valorem Tax Delinq.	41,141	41,000	44,500	41,000
001-312-100 \$.06 Local Option Gas Tax	86,084	95,000	79,100	85,435
001-314-100 Excise - Electric	280,819	285,000	255,300	285,000
001-314-300 Excise - Water	46,843	52,000	48,500	49,000
001-314-400 Excise - Gas	10,666	18,000	10,300	10,500
001-315-100 Communications Svcs Tax	129,481	139,137	136,250	140,615
001-316-100 Local Business Tax	6,647	6,500	9,100	7,300
TOTAL	1,328,799	1,415,387	1,330,305	1,428,178
LICENSES AND PERMITS:				
001-322-100 Building Permits	92,081	100,000	65,000	80,000
001-322-200 City Permits-Special Events	2,445	1,300	2,575	2,000
001-323-100 Franchise Fees-Electric	223,685	250,000	223,300	240,000
001-323-400 Franchise Fees-Gas	4,453	5,000	4,500	4,600
001-323-700 Franchise Fees-Garbage	-	-	27,900	35,000
TOTAL	322,664	356,300	323,275	361,600
INTERGOVERNMENTAL REVENUES:				
001-331-200 Federal Justice Grants	-	-	577	-
001-331-620 FEMA - Hurricane Irma	-	-	5,340	-
001-334-620 State - Hurricane Irma	-	-	890	-
001-335-120 State Revenue Sharing	139,425	144,102	137,700	159,720
001-335-140 Mobile Home Licenses	14,625	3,000	3,680	3,100
001-335-150 Alcoholic Bev Licenses	2,755	2,500	2,200	2,300
001-335-180 1/2 Cent Sales Tax	227,492	234,392	228,500	249,400
001-335-490 Reb On Muni. Gas Tax	2,709	2,400	2,800	2,600
001-337-710 County Grants-Library	104,023	63,221	68,525	65,000
001-338-200 County Occup. Licenses	3,827	1,600	3,500	2,000
001-338-300 \$.01 County Gas Tax	30,802	32,000	25,400	30,000
TOTAL	525,658	483,215	479,112	514,120



CITY OF UMATILLA

GENERAL FUND BUDGET SUMMARY

	<u>2017</u>	<u>2018</u>	<u>2018</u>	<u>2019</u>	
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>ADOPTED</u>	
Revenues Continued					
CHARGES FOR SERVICES:					
001-341-300	Zoning Fees	5,785	5,000	3,750	5,000
001-342-100	Police Services	3,905	2,500	1,000	1,000
001-347-240	Swimming Pool	5,288	7,500	5,054	5,500
001-347-500	Community Building Rent	5,133	5,000	3,800	4,000
TOTAL		20,111	20,000	13,604	15,500
FINES AND FORFEITS:					
001-351-100	Court Fines	3,276	4,000	5,500	4,250
001-351-500	Parking Fines	10	200	30	50
001-352-100	Library Fines	3,618	3,000	5,000	4,100
001-354-210	False Alarm Fees - Police	-	500	-	-
001-354-220	False Alarm Fees - Fire	-	100	-	-
001-354-300	Code Violations	18,925	5,000	30,490	5,000
001-354-400	Abandoned Property Reg	1,050	3,000	1,500	1,500
TOTAL		26,879	15,800	42,520	14,900
MISCELLANEOUS REVENUES:					
001-361-100	Interest Earned	3,212	2,500	5,000	2,500
001-361-310	Interest-Property Taxes	2,020	2,000	2,560	2,500
001-362-100	Cell Tower Rental	19,176	19,000	54,800	20,000
001-364-100	Cemetery Lots	9,600	7,500	7,300	7,500
001-364-200	Cemetery Mgmt Fee	2,500	2,250	2,250	2,250
001-364-500	Insurance Proceeds	5,399	-	-	-
001-369-900	Reimbursed Expenses	75	-	1,330	-
001-369-901	Library e-Rate Revenue	25,207	8,500	14,042	8,450
001-369-920	Other Misc. Revenues	8,358	6,000	6,500	6,000
001-381-400	Library Endowment	-	15,000	10,000	5,000
001-381-402	Sanitation Transfer	300,000	300,000	300,000	250,000
001-381-410	Water & Sewer Transfer	200,000	200,000	200,000	350,000
001-381-411	FDOT Traffic Signal Maint	9,393	7,000	9,648	9,645
001-381-412	PD Criminal Justice Grant	3,530	2,500	566	-
001-381-413	Insurance Reimb Non Emp	(9)	7,500	7,660	-
TOTAL		588,461	579,750	621,656	663,845



CITY OF UMATILLA

GENERAL FUND BUDGET SUMMARY

	<u>2017</u>	<u>2018</u>	<u>2018</u>	<u>2019</u>
	ACTUAL	BUDGET	ESTIMATE	ADOPTED
TOTAL REVENUES	2,812,572	2,870,452	2,810,472	2,998,143
TOTAL AVAILABLE RESOURCES	3,676,811	3,636,374	3,556,787	3,409,293
DEDUCT EXPENDITURES:				
CITY COUNCIL	80,381	81,662	74,124	82,823
FINANCE & ADMINISTRATION	580,446	625,825	647,366	589,870
PLANNING	33,884	49,120	28,535	71,760
GENERAL GOVERNMENT	14,090	70,100	108,928	59,300
POLICE	795,778	861,694	839,119	894,902
CODE ENFORCEMENT	28,146	60,699	74,104	61,180
FIRE	208,417	234,004	234,721	-
BUILDING	68,647	75,000	52,000	60,000
CEMETERY	43,831	46,201	46,729	43,217
ROADS & STREETS	550,177	567,876	528,606	515,675
LIBRARY	281,712	310,181	249,903	297,480
PARKS & RECREATION	244,987	255,693	261,502	258,890
TOTAL EXPENDITURES	2,930,496	3,238,055	3,145,637	2,935,097
FUND BALANCE, SEPTEMBER 30	\$ 746,315	\$ 398,319	\$ 411,150	\$ 474,196



CITY COUNCIL

GOALS:

Build and develop partnerships with Lake County municipal, county government and educational agencies for shared benefits and returns to our citizens. Maintain open relations with community business groups, media and residents. Seek economic development opportunities to provide commercial growth within our City. Identify opportunities to beautify the City and its gateways. Improve the City's infrastructure and facilities. Actively participate in events within our community. Be good stewards of our taxpayer's dollars.

	2017 ACTUAL	2018 BUDGET	2018 ESTIMATE	2019 ADOPTED
PERSONAL SERVICES	\$ 31,178	\$ 31,196	\$ 31,194	\$ 31,196
OPERATING EXPENDITURES	45,985	50,466	42,930	51,627
CAPITAL OUTLAY	3,218	-	-	-
	<u>\$ 80,381</u>	<u>\$ 81,662</u>	<u>\$ 74,124</u>	<u>\$ 82,823</u>

OBJECTIVES:

- ☆ Preserve the character and improve the quality of life in "Nature's Hometown".
- ☆ Provide a safe community for our citizens.
- ☆ Deliver desirable levels of municipal services.
- ☆ Continue to seek grant funding to improve City infrastructure.

RESULTS:

- ⇒ Continue responsiveness to citizens needs.
- ⇒ Maintain a presence to promote and improve the image of the City.
- ⇒ Maintain a viable and balanced tax base in the City.



CITY COUNCIL

	<u>2017</u>	<u>2018</u>	<u>2018</u>	<u>2019</u>
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>ADOPTED</u>
PERSONAL SERVICES:				
001-511-110 REGULAR SALARIES & WAGES	28,800	28,800	28,800	28,800
001-511-210 FICA TAXES	2,203	2,203	2,203	2,203
001-511-240 WORKERS COMPENSATION	175	193	191	193
PERSONAL SERVICES TOTAL	31,178	31,196	31,194	31,196
OPERATING EXPENDITURES:				
001-511-311 ATTORNEY SERVICES	25,233	30,000	29,500	32,000
001-511-340 CONTRACTUAL SERVICES	2,753	-	-	-
001-511-400 TRAVEL AND PER DIEM	5,388	4,607	2,000	5,888
001-511-420 POSTAGE	107	75	25	50
001-511-450 INSURANCE	3,450	3,764	3,499	3,764
001-511-460 REPAIRS & MAINTENANCE	685	-	-	-
001-511-490 OTHER CURRENT CHARGES	3,418	4,000	291	200
001-511-491 ADVERTISING	576	2,400	2,900	3,000
001-511-510 OFFICE SUPPLIES	32	50	116	50
001-511-520 OPERATING SUPPLIES	3,782	5,000	4,000	5,000
001-511-540 DUES AND SUBSCRIPTIONS	561	570	599	1,125
001-511-550 TRAINING	-	-	-	550
OPERATING EXPENDITURES TOTAL	45,985	50,466	42,930	51,627
CAPITAL OUTLAY:				
001-511-640 MACHINERY & EQUIPMENT	3,218	-	-	-
CAPITAL OUTLAY TOTAL	3,218	-	-	-
TOTAL CITY COUNCIL	80,381	81,662	74,124	82,823



CITY COUNCIL

MANPOWER ANALYSIS

POSITION	2017	2018	2019
MAYOR	1.0	1.0	1.0
COUNCIL MEMBERS	5.0	5.0	5.0
TOTAL	6.0	6.0	6.0





FINANCE & ADMINISTRATION

GOALS:

To efficiently and effectively implement and administer the policies, programs and services approved by the City Council. To provide administrative, city clerk and fiscal programs to meet all legal, professional and management requirements.

	2017 ACTUAL	2018 BUDGET	2018 ESTIMATE	2019 ADOPTED
PERSONAL SERVICES	\$ 433,632	\$ 446,290	\$ 468,850	\$ 436,025
OPERATING EXPENDITURES	146,814	179,535	178,516	153,845
CAPITAL OUTLAY	-	-	-	-
	<u>\$ 580,446</u>	<u>\$ 625,825</u>	<u>\$ 647,366</u>	<u>\$ 589,870</u>

OBJECTIVES:

- ☆ Proper allocation of City resources and manpower in conformance with City Council Policy.
- ☆ To provide complete and accurate financial data on a timely basis.
- ☆ To continue to produce a Comprehensive Annual Financial Report that the meets the GFOA Award for Excellence guidelines.
- ☆ To continue produce a high quality Annual Budget document.
- ☆ Maintain the official records of the City Council in accordance with legal requirements.

RESULTS:

- ⇒ Effective execution of City Council policy.
- ⇒ Permanent documentation of all action taken by City Council.
- ⇒ Conduct elections in strict compliance with state statutes
- ⇒ To communicate effectively with the citizens of Umatilla regarding results of operations as well as planning for the future.
- ⇒ To safeguard the City's liquid assets while earning interest to provide additional operating capital.
- ⇒ Secure and protect the City's information systems, networks and data.



FINANCE & ADMINISTRATION

	<u>2017</u>	<u>2018</u>	<u>2018</u>	<u>2019</u>	
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>ADOPTED</u>	
PERSONAL SERVICES:					
001-513-120	REGULAR SALARIES & WAGES	327,883	320,031	368,325	311,600
001-513-140	OVERTIME	65	1,000	485	1,000
001-513-210	FICA TAXES	24,416	24,559	27,680	23,840
001-513-220	RETIREMENT CONTRIBUTION	35,325	39,025	40,140	46,075
001-513-230	LIFE & HEALTH INSURANCE	45,242	61,025	31,575	52,910
001-513-240	WORKERS COMPENSATION	701	650	645	600
PERSONAL SERVICES TOTAL		433,632	446,290	468,850	436,025
OPERATING EXPENDITURES:					
001-513-310	PROFESSIONAL SERVICES	3,440	-	-	-
001-513-311	ATTORNEY SERVICES	160	3,000	2,850	2,000
001-513-320	ACCOUNTING & AUDITING	14,310	18,500	18,500	18,500
001-513-321	CONTRACT ACCOUNTING	24,091	15,000	2,478	450
001-513-340	CONTRACTUAL SERVICES	50,510	82,183	82,000	58,440
001-513-400	TRAVEL AND PER DIEM	8,548	11,025	8,900	9,600
001-513-410	COMMUNICATION SERVICES	5,996	5,500	5,485	5,500
001-513-420	POSTAGE	1,135	2,300	1,590	2,000
001-513-430	UTILITY SERVICES	14,856	14,300	14,289	14,300
001-513-440	RENTALS & LEASES	972	1,000	2,000	2,500
001-513-450	INSURANCE	5,175	5,695	5,295	6,265
001-513-460	REPAIRS & MAINTENANCE	-	-	310	2,540
001-513-461	R&M - BUILDINGS	1,579	1,500	1,500	1,500
001-513-462	R&M - EQUIPMENT	92	1,000	7,540	1,500
001-513-470	PRINTING & BINDING	-	500	400	500
001-513-490	OTHER CURRENT CHARGES	-	-	575	470
001-513-491	LEGAL ADVERTISING	-	700	697	700
001-513-510	OFFICE SUPPLIES	7,203	8,000	11,160	16,290
001-513-520	OPERATING SUPPLIES	6,710	5,700	7,580	5,700
001-513-540	DUES & SUBSCRIPTIONS	1,678	2,132	1,867	1,415
001-513-550	TRAINING	359	1,500	3,500	3,675
OPERATING EXPENDITURES TOTAL		146,814	179,535	178,516	153,845
TOTAL FINANCE & ADMINISTRATION		580,446	625,825	647,366	589,870



FINANCE & ADMINISTRATION

MANPOWER ANALYSIS

<u>POSITION</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
CITY MANAGER	1.0	1.0	1.0
CITY CLERK	1.0	1.0	1.0
FINANCE DIRECTOR	1.0	1.0	1.0
FINANCE MANAGER	1.0	-	-
PERMIT CLERK*	1.0	1.0	-
ACCOUNTING CLERK II	1.0	1.0	1.0
ACCOUNTING CLERK I (split with Utilities)	1.0	0.5	0.5
CUSTOMER SERVICE REPRESENTATIVE	-	1.0	1.0
CASHIER - PT (2)	1.25	1.0	1.0
TOTAL	8.25	7.5	6.5

**Position moved to Planning & Community Development Department*

CAPITAL OUTLAY

Infrastructure Surtax Fund

301-513-620 - Buildings

City Hall - South side restrooms, drywall, and floors

\$ 20,000

***Carryforward from FY 2018*





GENERAL GOVERNMENT SERVICES

GOALS:

To provide for non-department-specific general fund programs.

	2017 ACTUAL	2018 BUDGET	2018 ESTIMATE	2019 ADOPTED
PERSONAL SERVICES	\$ -	\$ -	\$ -	\$ -
OPERATING EXPENDITURES	13,000	18,600	107,400	57,750
OTHER USES	1,090	51,500	1,528	1,550
	<u>\$ 14,090</u>	<u>\$ 70,100</u>	<u>\$ 108,928</u>	<u>\$ 59,300</u>

OBJECTIVES:

- ☆ To provide funding for civic function support, aids to other governmental agencies.
- ☆ To provide funding for election services.

RESULTS:

- ⇒ Funding needs of the Community.



GENERAL GOVERNMENT SERVICES

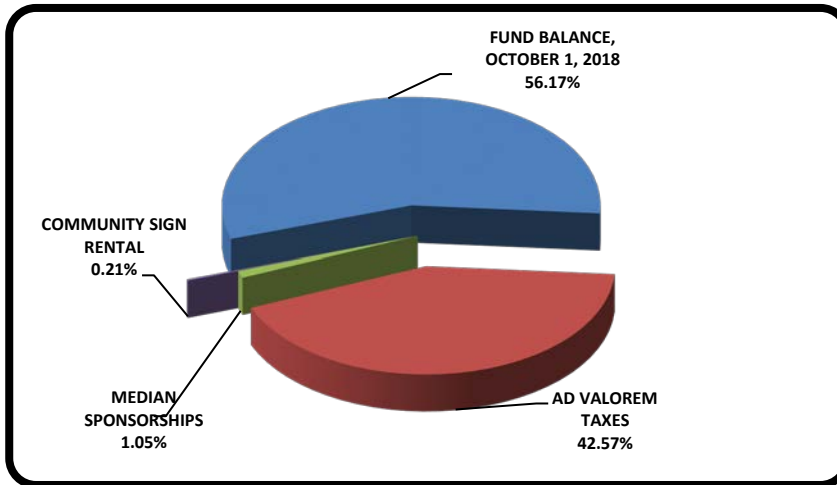
	<u>2017</u>	<u>2018</u>	<u>2018</u>	<u>2019</u>
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>ADOPTED</u>
OPERATING EXPENDITURES:				
001-519-340 CONTRACTUAL SERVICES	-	-	92,400	-
001-519-342 ELECTION SERVICES	-	-	-	-
001-519-520 OPERATING SUPPLIES	-	1,200	-	-
001-519-821 CIVIC FUNCTION SUPPORT	13,000	17,400	15,000	17,400
001-519-910 TRANSFER TO FIRE FUND	-	-	-	40,350
001-519-990 OTHER USES	1,090	1,500	1,528	1,550
001-519-991 MISCELLANEOUS	-	50,000	-	-
TOTAL GENERAL GOVERNMENT SERVICES	14,090	70,100	108,928	59,300

SELECTED LINE ITEM DETAIL

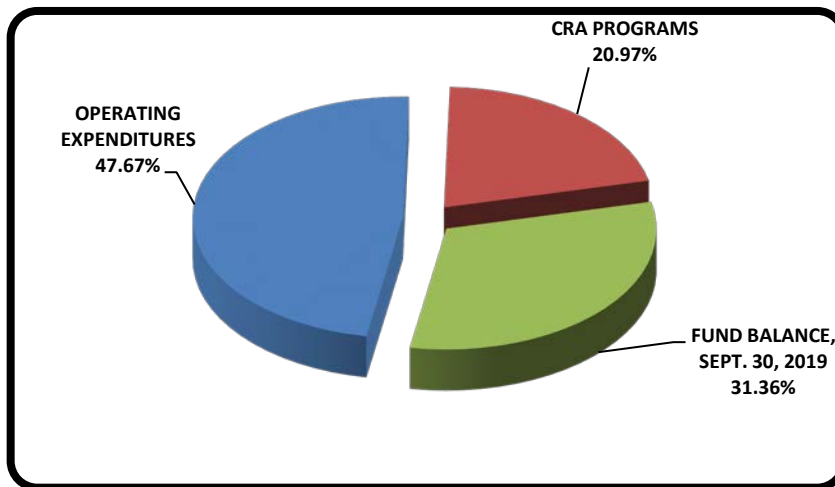
	<u>2017</u>	<u>2018</u>	<u>2018</u>	<u>2019</u>
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>ADOPTED</u>
001-519-821 CIVIC FUNCTION SUPPORT				
CHAMBER OF COMMERCE SUPPORT	4,000	-	-	-
EVENT SPONSORSHIP	-	5,400	-	5,400
HISTORICAL SOCIETY	4,000	4,000	4,000	4,000
CHAMBER COMMUNITY PARTNER	-	3,000	3,000	3,000
CRACKER CHRISTMAS	1,300	1,500	1,500	1,500
WILDLIFE FESTIVAL	1,700	1,500	1,500	1,500
PROJECT GRADUATION	500	500	500	500
HIGH SCHOOL SCHOLARSHIP	500	500	500	500
BREAKFAST FOR EDUCATORS	-	500	500	500
EARLY CHILDHOOD EDUCATION	1,000	500	500	500
	13,000	17,400	12,000	17,400



COMMUNITY REDEVELOPMENT AGENCY



	<u>ADOPTED</u>	<u>PERCENT REVENUES</u>
FUND BALANCE, OCTOBER 1, 2018	\$ 267,818	56.17%
AD VALOREM TAXES	202,952	42.57%
MEDIAN SPONSORSHIPS	5,000	1.05%
COMMUNITY SIGN RENTAL	1,000	0.21%
TOTAL AVAILABLE RESOURCES	<u>\$ 476,770</u>	<u>100.00%</u>



	<u>ADOPTED</u>	<u>PERCENT EXPENSES</u>
OPERATING EXPENDITURES	\$ 227,270	47.67%
CRA PROGRAMS	100,000	20.97%
FUND BALANCE, SEPT. 30, 2019	149,500	31.36%
TOTAL USE OF RESOURCES	<u>\$ 476,770</u>	<u>100.00%</u>



COMMUNITY REDEVELOPMENT AGENCY

GOALS:

Redevelopment Incentive Program, Commercial Improvement Matching Grant Program, Streetscape Program, and Public Property Program.

	2017 ACTUAL	2018 BUDGET	2018 ESTIMATE	2019 ADOPTED
PERSONAL SERVICES	\$ -	\$ -	\$ -	\$ -
OPERATING EXPENDITURES	47,057	149,780	27,978	150,770
CAPITAL OUTLAY	48,594	180,500	125,000	176,500
	<u>\$ 95,651</u>	<u>\$ 330,280</u>	<u>\$ 152,978</u>	<u>\$ 327,270</u>

OBJECTIVES:

- ☆ Redevelopment Incentive Program - to encourage the development of commercial buildings and sites within the CRA District.
- ☆ Commercial Improvement Matching Grant Program - to provide an incentive to owners or tenants for rehabilitation of commercial property in the form of a matching grant.
- ☆ Streetscape Program - to promote community events, outdoor activities, quality of life and economic prosperity by improving pedestrian access within the CRA. Improve Safety and traffic conditions within the CRA by calming and slowing traffic. Assist local businesses by improving parking conditions and drawing attention to the City's commercial areas.
- ☆ Public Property Program - City to acquire property, maintain and/or improve within the CRA for other programs.

RESULTS:

- ⇒ Creation of an improved business environment for citizens within the community.



COMMUNITY REDEVELOPMENT AGENCY

	<u>2017</u>	<u>2018</u>	<u>2018</u>	<u>2019</u>
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>ADOPTED</u>
FUND BALANCE, OCTOBER 1	182,695	222,144	244,660	267,818
ADD REVENUES:				
104-311-100 AD VALOREM TAXES	149,911	149,222	170,036	202,952
104-361-200 COMMUNITY SIGN RENTAL	1,295	1,000	1,100	1,000
104-366-100 CRA MEDIAN SPONSORSHIP	6,410	5,000	5,000	5,000
TOTAL REVENUES	157,616	155,222	176,136	208,952
TOTAL AVAILABLE RESOURCES	340,311	377,366	420,796	476,770
DEDUCT EXPENDITURES:				
104-559-310 PROFESSIONAL SERVICES	360	2,500	-	2,500
104-559-311 ATTORNEY SERVICES	2,240	1,500	-	1,500
104-559-340 CONTRACTUAL SERVICES	5,250	32,500	8,000	32,500
104-559-400 TRAVEL AND PER DIEM	-	-	-	415
104-559-420 POSTAGE	49	100	10	50
104-559-450 INSURANCE - P&C	4,312	4,785	4,448	4,785
104-559-460 REPAIRS & MAINTENANCE	28,825	7,375	4,320	7,375
104-559-460 R&M - BUILDINGS	4,600	-	-	-
104-559-490 OTHER CURRENT CHARGES	424	-	-	-
104-559-491 LEGAL ADVERTISING	-	-	-	-
104-559-492 SPECIAL DISTRICT FEE	670	-	175	175
104-559-499 CRA PROGRAMS	-	100,000	10,000	100,000
104-559-520 OPERATING SUPPLIES	327	350	300	350
104-559-540 DUES & SUBSCRIPTIONS	-	670	725	725
104-559-550 TRAINING	-	-	-	395
104-559-620 BUILDINGS	25,964	-	-	-
104-559-630 INFRASTRUCTURE	21,530	180,500	125,000	176,500
104-559-640 EQUIPMENT	1,100	-	-	-
TOTAL EXPENDITURES	95,651	330,280	152,978	327,270
FUND BALANCE, SEPTEMBER 30	244,660	47,086	267,818	149,500



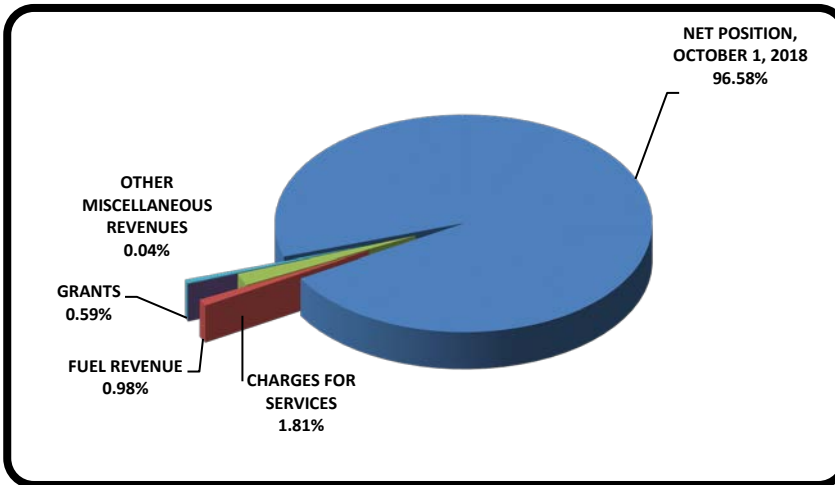
COMMUNITY REDEVELOPMENT AGENCY

CAPITAL OUTLAY DETAILS

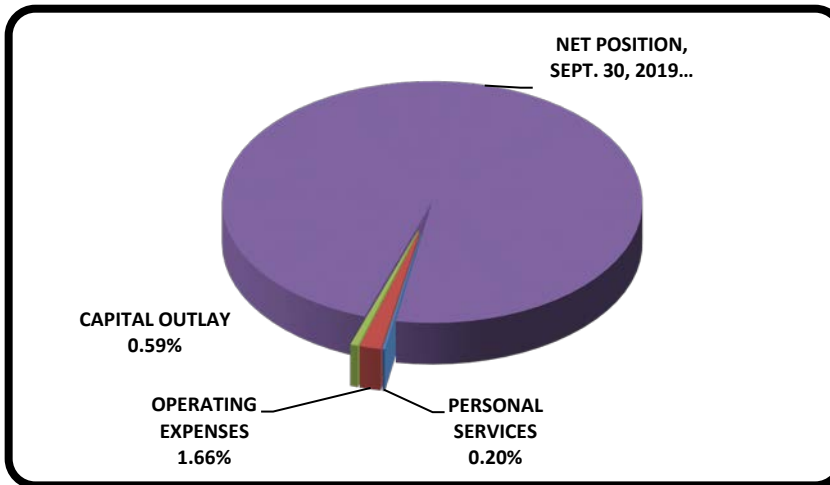
104-559-630 Infrastructure	
Cadwell Park master plan	\$ 20,000
Street resurfacing	75,000
Street signs and other wayfinding signage	11,500
Larkin dugouts and field improvements	5,000
Bus shelters and benches	5,000
Parking	25,000
Tree removal, planting and carvings	35,000
	<u>\$ 176,500</u>



AIRPORT FUND



	<u>ADOPTED</u>	<u>PERCENT REVENUES</u>
NET POSITION, OCTOBER 1, 2018	\$ 4,906,977	96.58%
FUEL REVENUE	50,000	0.98%
CHARGES FOR SERVICES	92,070	1.81%
OTHER MISCELLANEOUS REVENUES	1,800	0.04%
GRANTS	<u>30,000</u>	<u>0.59%</u>
TOTAL AVAILABLE RESOURCES	<u>\$ 5,080,847</u>	<u>100.00%</u>



	<u>ADOPTED</u>	<u>PERCENT EXPENSES</u>
PERSONAL SERVICES	\$ 10,335	0.20%
OPERATING EXPENSES	84,303	1.66%
CAPITAL OUTLAY	30,000	0.59%
NET POSITION, SEPT. 30, 2019	<u>4,956,209</u>	<u>97.55%</u>
TOTAL USE OF RESOURCES	<u>\$ 5,080,847</u>	<u>100.00%</u>



AIRPORT FUND

GOALS: To develop a first class local airport serving Umatilla and surrounding area.

	2017 ACTUAL	2018 BUDGET	2018 ESTIMATE	2019 ADOPTED
PERSONAL SERVICES	\$ -	\$ 7,790	\$ 7,826	\$ 10,335
OPERATING EXPENDITURES	320,499	341,888	68,829	84,303
CAPITAL OUTLAY	74,431	651,226	1,094,823	30,000
	<u>\$ 394,930</u>	<u>\$ 1,000,904</u>	<u>\$ 1,171,478</u>	<u>\$ 124,638</u>

OBJECTIVES:

- ☆ Continue to obtain grants to assist in developing airport infrastructure.
- ☆ Keep airport hangars leased at maximum capacity.
- ☆ Maintain airport property and provide services and fuel.

RESULTS:

- ⇒ Continue to be an impressive small local airport facility.



AIRPORT FUND

	<u>2017</u>	<u>2018</u>	<u>2018</u>	<u>2019</u>
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>ADOPTED</u>
NET POSITION, OCTOBER 1	3,897,509	86,955	3,713,406	4,906,977
ADD REVENUES:				
403-344-100 OFF SITE ACCESS FEES	3,600	3,600	3,150	3,150
403-344-101 FUEL REVENUES	-	302,500	45,000	50,000
403-344-200 TIE DOWN FEES	997	500	580	600
403-344-300 APARTMENT RENTAL	16,845	11,400	12,093	13,320
403-344-400 HANGAR RENTAL	55,842	52,000	71,200	75,000
403-344-500 FUEL FLOW FEES	2,855	3,000	1,540	-
403-369-900 OTHER MISC REVENUES	-	-	1,520	1,800
TOTAL REVENUES AVAILABLE	80,139	373,000	135,083	143,870
DEDUCT EXPENSES:				
403-542-100 PERSONAL SERVICES	-	7,790	7,826	10,335
403-542-300 OPERATING EXPENSES	320,499	341,888	68,829	84,303
TOTAL EXPENSES	320,499	349,678	76,655	94,638
NET OPERATING INCOME	(240,360)	23,322	58,428	49,232
NON-OPERATING INCOME:				
403-389-200 FAA GRANT	56,257	474,336	108,145	-
403-389-301 FDOT GRANT	-	136,570	1,026,998	30,000
	56,257	610,906	1,135,143	30,000
NON-OPERATING EXPENSES:				
403-542-600 CAPITAL PROJECTS	-	651,226	-	30,000
NET POSITION, SEPTEMBER 30	3,713,406	69,957	4,906,977	4,956,209



AIRPORT FUND

	<u>2017</u> <u>ACTUAL</u>	<u>2018</u> <u>BUDGET</u>	<u>2018</u> <u>ESTIMATE</u>	<u>2019</u> <u>ADOPTED</u>
PERSONAL SERVICES:				
403-542-120 REGULAR SALARIES & WAGES	-	6,740	6,511	8,570
403-524-210 FICA TAXES	-	516	500	655
403-542-220 RETIREMENT CONTRIBUTION	-	534	515	710
403-542-240 WORKERS COMPENSATION	-	-	300	400
PERSONAL SERVICES TOTAL	-	7,790	7,826	10,335
OPERATING EXPENSES:				
403-542-311 ATTORNEY SERVICES	4,512	2,000	3,295	5,000
403-542-340 CONTRACTUAL SERVICES	8,747	5,980	6,000	2,300
403-542-400 TRAVEL & PER DIEM	-	-	-	600
403-542-410 COMMUNICATION SERVICES	2,633	2,475	1,875	2,475
403-542-421 POSTAGE	21	50	75	75
403-542-431 UTILITY SERVICES	11,892	11,800	11,800	11,800
403-542-440 RENTALS & LEASES	-	-	61	-
403-542-450 INSURANCE	18,950	22,715	21,338	22,715
403-542-460 REPAIRS & MAINTENANCE	6,175	13,000	8,000	17,070
403-542-461 R&M - BUILDINGS	-	5,000	8,100	13,000
403-542-462 R&M - EQUIPMENT	1,199	2,000	500	2,100
403-542-463 R&M - VEHICLES	40	500	475	1,000
403-542-480 PROMOTIONAL ACTIVITIES	-	-	635	700
403-542-510 OFFICE SUPPLIES	-	-	200	200
403-542-520 OPERATING SUPPLIES	726	275,900	4,220	2,400
403-542-522 FUEL AND OIL	36	100	1,900	2,000
403-542-540 DUES AND SUBSCRIPTIONS	330	368	355	368
403-542-550 TRAINING	-	-	-	500
403-542-590 DEPRECIATION	265,238	-	-	-
TOTAL OPERATING EXPENSES	320,499	341,888	68,829	84,303
CAPITAL OUTLAY:				
403-542-610 LAND	-	-	19,000	10,000
403-542-620 BUILDINGS	54,431	-	225,823	-
403-542-630 INFRASTRUCTURE	20,000	651,226	850,000	20,000
TOTAL CAPITAL OUTLAY	74,431	651,226	1,094,823	30,000
TOTAL EXPENSES	394,930	1,000,904	1,171,478	124,638



PLANNING & COMMUNITY DEVELOPMENT

GOALS:

To promote the physical and economic development/redevelopment of property within the City in a manner consistent with adopted plans, regulations and policies. To provide the planning, organization, direction and supervisory services necessary to implement the functions managed under the jurisdiction of the program.

	2017 ACTUAL	2018 BUDGET	2018 ESTIMATE	2019 ADOPTED
PERSONAL SERVICES	\$ 484	\$ 1,077	\$ 646	\$ 47,105
OPERATING EXPENDITURES	33,400	48,043	27,889	24,655
CAPITAL OUTLAY	-	-	-	-
	<u>\$ 33,884</u>	<u>\$ 49,120</u>	<u>\$ 28,535</u>	<u>\$ 71,760</u>

OBJECTIVES:

- ☆ Keep the City in compliance with state and county planning and development requirements.
- ☆ Process applications for development and redevelopment, voluntary annexations, comp plan amendments and variances in a timely manner.
- ☆ Protect and preserve the City's natural environment.
- ☆ Aid and advise citizens, organizations and City staff in engineering and other matters requiring engineering expertise.

RESULTS:

- ⇒ Maintain strict compliance with all applicable regulations.
- ⇒ Continued ability to provide a variety of services which stimulate the development and redevelopment of property in the City.
- ⇒ Promote the City as a desirable place to live and work.
- ⇒ Manage budget and resources for their maximum potential.



PLANNING & COMMUNITY DEVELOPMENT

	<u>2017</u>	<u>2018</u>	<u>2018</u>	<u>2019</u>	
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>ADOPTED</u>	
PERSONAL SERVICES:					
001-513-120	REGULAR SALARIES & WAGES	450	-	559	31,130
001-513-130	MEETING PAY	-	1,000	-	-
001-513-140	OVERTIME	-	-	-	500
001-513-210	FICA TAXES	34	77	41	2,420
001-513-220	RETIREMENT CONTRIBUTION	-	-	46	2,610
001-513-230	LIFE & HEALTH INSURANCE	-	-	-	10,295
001-513-240	WORKERS COMPENSATION	-	-	-	150
PERSONAL SERVICES TOTAL		484	1,077	646	47,105
OPERATING EXPENDITURES:					
001-515-311	ATTORNEY SERVICES	7,120	9,000	8,200	9,000
001-515-312	ENGINEERING FEES	-	2,000	538	-
001-515-313	COMMUNITY PLANNING	16,286	30,000	15,000	10,000
001-515-400	TRAVEL & PER DIEM	-	855	-	400
001-515-420	POSTAGE	-	200	30	100
001-515-450	INSURANCE	1,898	2,088	1,941	2,085
001-515-490	OTHER CURRENT CHARGES	5,557	-	30	100
001-515-491	LEGAL ADVERTISING	2,119	3,000	1,260	2,000
001-515-510	OFFICE SUPPLIES	-	-	50	100
001-515-520	OPERATING SUPPLIES	29	500	-	-
001-515-540	DUES & SUBSCRIPTIONS	391	400	840	420
001-515-550	TRAINING	-	-	-	450
OPERATING EXPENDITURES TOTAL		33,400	48,043	27,889	24,655
TOTAL PLANNING & COMMUNITY DEVELOP		33,884	49,120	28,535	71,760



PLANNING & COMMUNITY DEVELOPMENT

MANPOWER ANALYSIS

<u>POSITION</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
PERMIT CLERK*	-	-	1.0
P & Z BOARD MEMBERS**	5.0	-	-
TOTAL	5.0	-	1.0

**Position moved from Finance & Administration Department*

***Board dissolved during FY 2018*



BUILDING

GOALS:

To organize the services necessary to implement the functions managed under the jurisdiction of the Building Division. To ensure that all construction within the City conforms to all applicable state and local codes and improve the image, reputation and attractiveness of the City to its current and potential residents.

	2017 ACTUAL	2018 BUDGET	2018 ESTIMATE	2019 ADOPTED
PERSONAL SERVICES	\$ -	\$ -	\$ -	\$ -
OPERATING EXPENDITURES	68,647	75,000	52,000	60,000
CAPITAL OUTLAY	-	-	-	-
	<u>\$ 68,647</u>	<u>\$ 75,000</u>	<u>\$ 52,000</u>	<u>\$ 60,000</u>

OBJECTIVES:

- ☆ Conduct the Building Inspection Department in a professional and efficient manner which benefits the community.
- ☆ Review all building plans to ensure compliance with all applicable codes.
- ☆ Issue permits in the City where required by applicable codes.
- ☆ Provide comprehensive inspections and ensure proper construction practices are followed.

RESULTS:

- ⇒ A professional and expeditious operation of the Building Department.
- ⇒ Construction plans that maintain compliance with applicable codes.
- ⇒ Promotion of health, safety and welfare through the permitting process.
- ⇒ To provide inspections to ensure safe and proper installations.



BUILDING

	<u>2017</u>	<u>2018</u>	<u>2018</u>	<u>2019</u>
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>ADOPTED</u>
PERSONAL SERVICES:				
001-529-340 CONTRACT BLDG INSPECTIONS	68,647	75,000	52,000	60,000
TOTAL BUILDING DEPARTMENT	<u><u>68,647</u></u>	<u><u>75,000</u></u>	<u><u>52,000</u></u>	<u><u>60,000</u></u>





LAW ENFORCEMENT

GOALS:

Provide a high caliber police force capable of maintaining law and order through the enforcement of laws and city codes thus ensuring a safe environment for our citizens. To provide timely and professional response to calls for service.

	2017 ACTUAL	2018 BUDGET	2018 ESTIMATE	2019 ADOPTED
PERSONAL SERVICES	\$ 708,384	\$ 749,787	\$ 731,310	\$ 776,875
OPERATING EXPENDITURES	79,061	111,907	107,809	118,027
CAPITAL OUTLAY	8,333	-	-	-
	<u>\$ 795,778</u>	<u>\$ 861,694</u>	<u>\$ 839,119</u>	<u>\$ 894,902</u>

OBJECTIVES:

- ☆ Provide officers with effective training in current procedures.
- ☆ Partner with other agencies to build relationships and enhance knowledge.
- ☆ Maintain records documenting delivery of police services and the reporting of crime.
- ☆ Arrest law violators to ensure compliance with local and state laws.

RESULTS:

- ⇒ Conduct initial investigations into reported crimes: documenting the results.
- ⇒ Provide effective Code Enforcement within the City.
- ⇒ Conduct highly visible preventative crime patrols.
- ⇒ Participation in local events to interact with the public in social settings.



LAW ENFORCEMENT

	<u>2017</u>	<u>2018</u>	<u>2018</u>	<u>2019</u>	
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>ADOPTED</u>	
PERSONAL SERVICES:					
001-521-120	REGULAR SALARIES & WAGES	461,811	487,556	484,100	497,845
001-521-125	INCENTIVE	10,708	11,000	10,930	11,550
001-521-140	OVERTIME	6,539	8,000	6,000	8,000
001-521-150	SPECIAL PAY	2,800	546	2,255	-
001-521-210	FICA TAXES	35,053	38,794	35,450	39,580
001-521-220	RETIREMENT CONTRIBUTION	22,979	26,142	22,985	33,375
001-521-230	LIFE & HEALTH INSURANCE	147,656	154,699	146,720	163,475
001-521-240	WORKERS COMPENSATION	20,838	23,050	22,870	23,050
PERSONAL SERVICES TOTAL		708,384	749,787	731,310	776,875
OPERATING EXPENDITURES:					
001-521-310	PROFESSIONAL SERVICES	-	-	12,000	2,525
001-521-311	ATTORNEY SERVICES	480	2,000	1,000	2,000
001-521-340	CONTRACTUAL SERVICES	7,048	19,670	14,500	10,330
001-521-400	TRAVEL & PER DIEM	112	150	232	150
001-521-410	COMMUNICATION SERVICES	10,298	10,263	9,783	7,290
001-521-420	POSTAGE	184	500	230	500
001-521-430	UTILITY SERVICES	4,924	7,000	6,400	7,000
001-521-440	RENTALS & LEASES	506	840	1,500	3,300
001-521-450	INSURANCE	15,516	17,535	16,721	17,535
001-521-451	INSURANCE - PENSION BOARD	1,908	350	100	100
001-521-460	REPAIRS & MAINTENANCE	-	-	430	9,230
001-521-461	R&M - BUILDINGS	552	500	475	717
001-521-462	R&M - EQUIPMENT	1,861	1,500	800	5,260
001-521-463	R&M - VEHICLES	6,423	8,000	8,750	8,000
001-521-470	PRINTING & BINDING	330	500	170	500
001-521-480	PROMOTIONAL ACTIVITIES	-	-	-	600
001-521-490	OTHER CURRENT CHARGES	1,117	1,950	-	-
001-521-510	OFFICE SUPPLIES	1,205	1,500	1,600	1,945
001-521-520	OPERATING SUPPLIES	6,767	10,800	9,900	10,800
001-521-521	UNIFORMS	1,259	3,324	2,785	5,000
001-521-522	FUEL AND OIL	18,196	25,000	19,200	25,000
001-521-540	DUES & SUBSCRIPTIONS	375	525	583	245
001-521-550	TRAINING	-	-	650	-
OPERATING EXPENDITURES TOTAL		79,061	111,907	107,809	118,027
CAPITAL OUTLAY:					
001-521-640	MACHINERY & EQUIPMENT	8,333	-	-	-
CAPITAL OUTLAY TOTAL		8,333	-	-	-
TOTAL LAW ENFORCEMENT		795,778	861,694	839,119	894,902



LAW ENFORCEMENT

MANPOWER ANALYSIS

<u>POSITION</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
POLICE CHIEF	1.0	1.0	1.0
POLICE OFFICERS	8.0	8.0	8.5
CROSSING GUARDS (PT)	2.0	2.0	2.0
SECRETARY	1.0	1.0	1.0
TOTAL	12.0	12.0	12.5

CAPITAL OUTLAY

Infrastructure Surtax Fund

301-521-640 - Machinery and Equipment	
Police Vehicles (2)	\$ 80,000
New Countywide Radios (10 year payment plan)	8,080
Watchguard body cameras	10,920



CODE ENFORCEMENT

GOALS:

To provide enforcement of City Codes and efficiently and effectively implement and administer the policies, programs and services approved by the City Council.

	2017 ACTUAL	2018 BUDGET	2018 ESTIMATE	2019 ADOPTED
PERSONAL SERVICES	\$ 2,683	\$ 45,218	\$ 45,290	\$ 48,710
OPERATING EXPENDITURES	25,463	15,481	10,324	12,470
CAPITAL OUTLAY	-	-	18,490	-
	<u>\$ 28,146</u>	<u>\$ 60,699</u>	<u>\$ 74,104</u>	<u>\$ 61,180</u>

OBJECTIVES:

- ☆ Proper allocation of City resources and manpower in conformance with City Council policy.
- ☆ Monitor and encourage compliance with City Code.
- ☆ Continue to communicate with citizens and employees.

RESULTS:

- ⇒ Effective execution of City Council policy.
- ⇒ Visible organization and enforcement.
- ⇒ Informed citizenry.



CODE ENFORCEMENT

	<u>2017</u>	<u>2018</u>	<u>2018</u>	<u>2019</u>	
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>ADOPTED</u>	
PERSONAL SERVICES:					
001-524-120	REGULAR SALARIES & WAGES	-	30,242	30,860	31,150
001-524-140	OVERTIME	-	-	100	100
001-524-210	FICA TAXES	-	2,314	2,300	2,385
001-524-220	RETIREMENT CONTRIBUTION	-	2,396	2,440	2,570
001-524-230	LIFE & HEALTH INSURANCE	823	8,220	7,560	10,295
001-524-240	WORKERS COMPENSATION	1,860	2,046	2,030	2,210
PERSONAL SERVICES TOTAL		2,683	45,218	45,290	48,710
OPERATING EXPENDITURES:					
001-524-311	ATTORNEY SERVICES	3,070	3,500	2,500	3,500
001-524-340	CONTRACTUAL SERVICES	16,203	1,653	350	-
001-524-410	COMMUNICATION SERVICES	946	1,160	1,150	1,150
001-524-420	POSTAGE	293	450	415	450
001-524-450	INSURANCE	3,122	3,438	3,196	3,430
001-524-462	R&M - EQUIPMENT	-	150	100	150
001-524-463	R&M - VEHICLES	1,293	3,000	600	500
001-524-470	PRINTING & BINDING	-	100	50	100
001-524-490	OTHER CURRENT CHARGES	-	-	450	450
001-524-491	ADVERTISING	-	-	12	50
001-524-510	OFFICE SUPPLIES	153	550	200	550
001-524-520	OPERATING SUPPLIES	189	680	650	680
001-524-521	UNIFORMS	-	200	196	200
001-524-521	FUEL AND OIL	194	600	400	600
001-524-540	DUES & SUBSCRIPTIONS	-	-	55	55
001-524-550	TRAINING	-	-	-	605
OPERATING EXPENDITURES TOTAL		25,463	15,481	10,324	12,470
CAPITAL OUTLAY:					
001-524-640	MACHINERY & EQUIPMENT	-	-	18,490	-
CAPITAL OUTLAY TOTAL		-	-	18,490	-
TOTAL CODE ENFORCEMENT		28,146	60,699	74,104	61,180



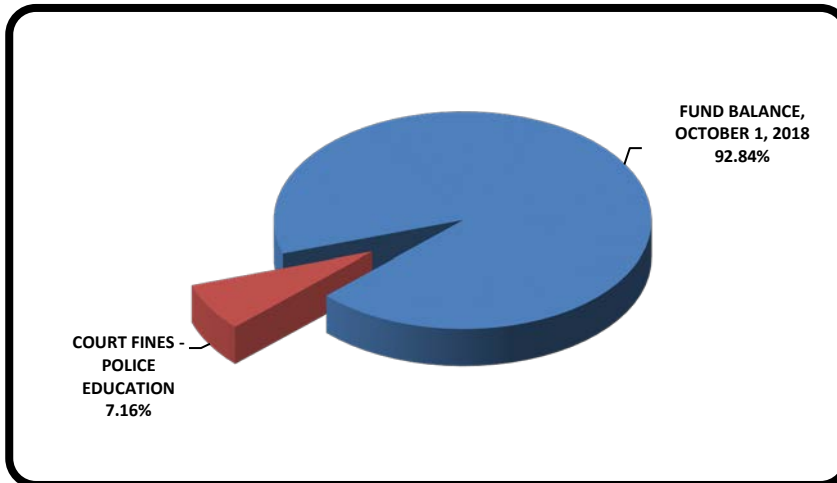
CODE ENFORCEMENT

MANPOWER ANALYSIS

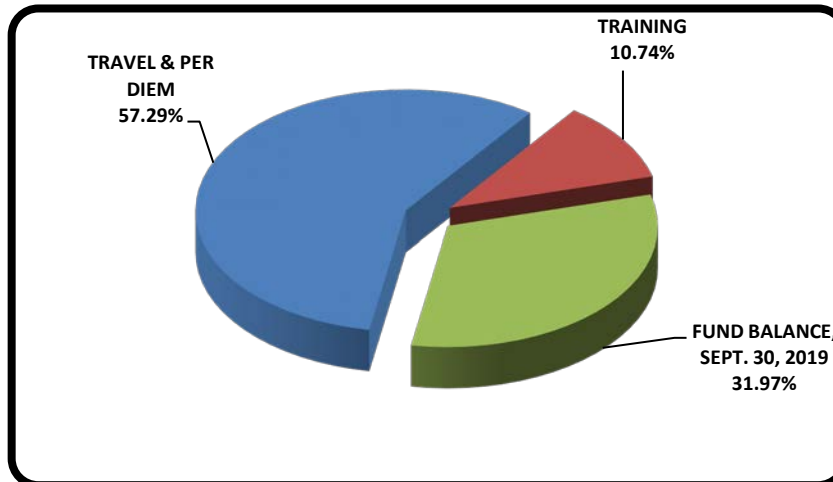
<u>POSITION</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
CODE ENFORCEMENT OFFICER	0.5	1.0	1.0
TOTAL	0.5	1.0	1.0



POLICE EDUCATION FUND



	<u>ADOPTED</u>	<u>PERCENT REVENUES</u>
FUND BALANCE, OCTOBER 1, 2018	\$ 6,482	92.84%
COURT FINES - POLICE EDUCATION	500	7.16%
TOTAL AVAILABLE RESOURCES	<u>\$ 6,982</u>	<u>100.00%</u>



	<u>ADOPTED</u>	<u>PERCENT EXPENSES</u>
TRAVEL & PER DIEM	\$ 4,000	57.29%
TRAINING	750	10.74%
FUND BALANCE, SEPT. 30, 2019	2,232	31.97%
TOTAL USE OF RESOURCES	<u>\$ 6,982</u>	<u>100.00%</u>



POLICE EDUCATION FUND

GOALS:

To provide job specific state mandated training, and provide for individual and organizational development while reducing potential liabilities.

	2017 ACTUAL	2018 BUDGET	2018 ESTIMATE	2019 ADOPTED
PERSONAL SERVICES	\$ -	\$ -	\$ -	\$ -
OPERATING EXPENDITURES	350	2,000	575	4,750
CAPITAL OUTLAY	-	-	-	-
	<u>\$ 350</u>	<u>\$ 2,000</u>	<u>\$ 575</u>	<u>\$ 4,750</u>

OBJECTIVES:

☆ To complete the following core courses within the recommended time frames.

RESULTS:

⇒ To ensure that police personnel are similarly trained and educated, providing a base from which they will each be able to identify specific training related direction and needs, during the course of their career.

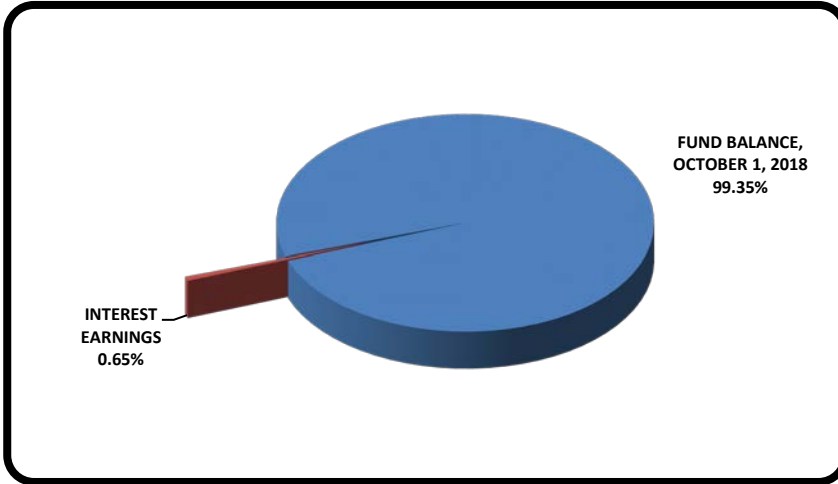


POLICE EDUCATION FUND

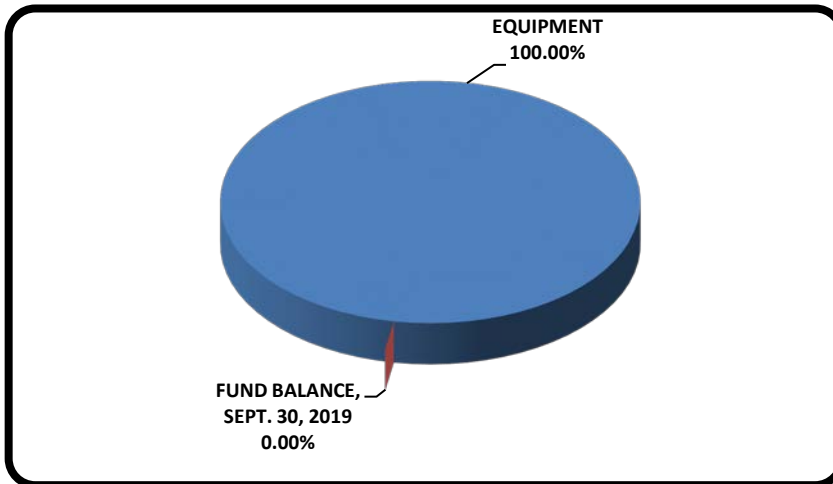
	<u>2017</u> <u>ACTUAL</u>	<u>2018</u> <u>BUDGET</u>	<u>2018</u> <u>ESTIMATE</u>	<u>2019</u> <u>ADOPTED</u>
FUND BALANCE, OCTOBER 1	6,567	5,187	6,532	6,482
ADD REVENUES:				
106-351-300 COURT FINES - POLICE ED	315	500	525	500
TOTAL REVENUES AVAILABLE	6,882	5,687	7,057	6,982
DEDUCT EXPENDITURES:				
106-521-400 TRAVEL AND PER DIEM	350	2,000	275	4,000
106-521-550 TRAINING	-	-	300	750
TOTAL EXPENDITURES	350	2,000	575	4,750
FUND BALANCE, SEPTEMBER 30	<u>6,532</u>	<u>3,687</u>	<u>6,482</u>	<u>2,232</u>



POLICE AUTOMATION FUND



	<u>ADOPTED</u>	<u>PERCENT REVENUES</u>
FUND BALANCE, OCTOBER 1, 2018	\$ 7,688	99.35%
INTEREST EARNINGS	50	0.65%
TOTAL AVAILABLE RESOURCES	<u>\$ 7,738</u>	<u>100.00%</u>



	<u>ADOPTED</u>	<u>PERCENT EXPENSES</u>
EQUIPMENT	\$ 7,738	100.00%
FUND BALANCE, SEPT. 30, 2019	-	0.00%
TOTAL USE OF RESOURCES	<u>\$ 7,738</u>	<u>100.00%</u>



POLICE AUTOMATION FUND

GOALS:

To provide funding for upgrades of electronic devices to enable improvements of crime fighting equipment and services. The funding for this was eliminated by the County in 2012 to use it for the new 800 MHz radio system. The remaining funds are being rolled over until depleted.

	2017 ACTUAL	2018 BUDGET	2018 ESTIMATE	2019 ADOPTED
PERSONAL SERVICES	\$ -	\$ -	\$ -	\$ -
OPERATING EXPENDITURES	-	-	-	-
CAPITAL OUTLAY	16,496	10,550	5,535	7,738
GRANTS & AIDS	-	-	-	-
	<u>\$ 16,496</u>	<u>\$ 10,550</u>	<u>\$ 5,535</u>	<u>\$ 7,738</u>

OBJECTIVES:

☆ To fund the police mission in areas where there are no budgeted provisions.

RESULTS:

⇒ To enhance the working environment of the Criminal Investigation Unit with more efficient equipment without using tax dollars.

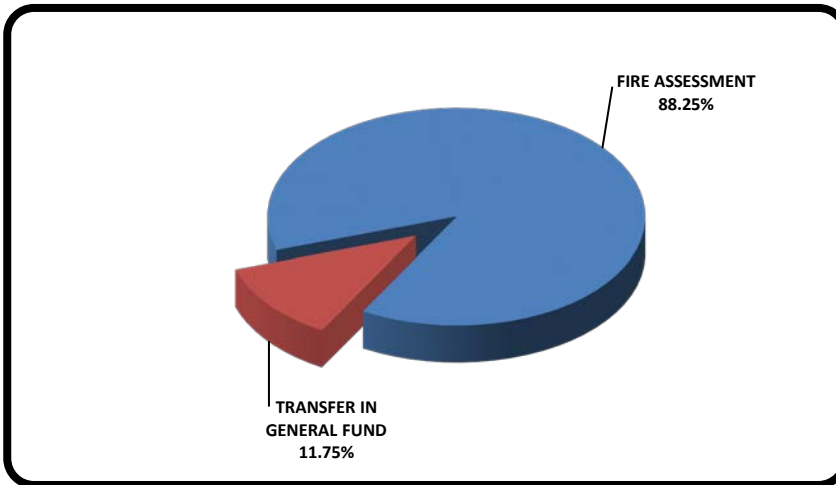


POLICE AUTOMATION FUND

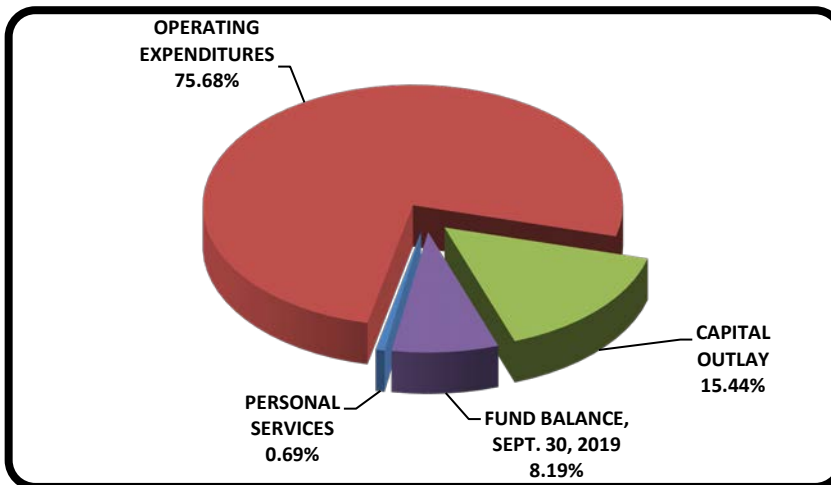
	<u>2017</u> <u>ACTUAL</u>	<u>2018</u> <u>BUDGET</u>	<u>2018</u> <u>ESTIMATE</u>	<u>2019</u> <u>ADOPTED</u>
FUND BALANCE, OCTOBER 1	29,719	10,719	13,223	7,688
ADD REVENUES:				
107-361-100 INTEREST EARNINGS	-	100	-	50
TOTAL REVENUES AVAILABLE	29,719	10,819	13,223	7,738
DEDUCT EXPENDITURES:				
107-521-640 EQUIPMENT	16,496	10,550	5,535	7,738
TOTAL EXPENDITURES	16,496	10,550	5,535	7,738
FUND BALANCE, SEPTEMBER 30	<u>13,223</u>	<u>269</u>	<u>7,688</u>	-



FIRE ASSESSMENT FUND



	<u>ADOPTED</u>	<u>PERCENT REVENUES</u>
FUND BALANCE, OCTOBER 1, 2018	\$ -	0.00%
FIRE ASSESSMENT	303,005	88.25%
TRANSFER IN GENERAL FUND	40,350	11.75%
TOTAL AVAILABLE RESOURCES	<u>\$ 343,355</u>	<u>100.00%</u>



	<u>ADOPTED</u>	<u>PERCENT EXPENSES</u>
PERSONAL SERVICES	\$ 2,360	0.69%
OPERATING EXPENDITURES	259,860	75.68%
CAPITAL OUTLAY	53,000	15.44%
FUND BALANCE, SEPT. 30, 2019	28,135	8.19%
TOTAL USE OF RESOURCES	<u>\$ 343,355</u>	<u>100.00%</u>



FIRE RESCUE DEPARTMENT

GOALS:

To provide comprehensive services for the protection of citizens from the damages of fire and medical emergencies and to provide prevention and education services that are responsive to the needs of the community.

	GENERAL FUND		ASSESSMENT	
	2017 ACTUAL	2018 BUDGET	2018 ESTIMATE	2019 ADOPTED
PERSONAL SERVICES	\$ 1,860	\$ 2,063	\$ 2,047	\$ 2,360
OPERATING EXPENDITURES	206,557	231,941	231,074	259,860
CAPITAL OUTLAY	-	-	1,600	53,000
	<u>\$ 208,417</u>	<u>\$ 234,004</u>	<u>\$ 234,721</u>	<u>\$ 315,220</u>

OBJECTIVES:

- ☆ Provide fire protection and prevention and related services commensurate with community expectations through effective administration.
- ☆ Increase positive contact with the businesses and keep up to date with any changes to the City so as to ensure the protection of our citizen's lives and property.
- ☆ Improve commercial pre-fire planning process and documentation.

RESULTS:

- ⇒ A trained volunteer staff capable of providing a wide range of information and services responsive to the community's needs.
- ⇒ Encourage quality improvement through a continuous self assessment process.
- ⇒ Increase positive contact with the businesses and keep up to date with any changes to the interior of buildings.



FIRE RESCUE DEPARTMENT

	GENERAL FUND			ASSESSMENT
	2017	2018	2018	2019
	ACTUAL	BUDGET	ESTIMATE	ADOPTED
FUND BALANCE, OCTOBER 1	-	-	-	-
ADD REVENUES:				
110-325-200 FIRE ASSESSMENT	-	-	-	303,005
110-381-001 TRANSFER IN GENERAL FUND	-	-	-	40,350
TOTAL REVENUES AVAILABLE	-	-	-	343,355
DEDUCT EXPENDITURES:				
PERSONAL SERVICES:				
110-522-240 WORKERS COMPENSATION	1,860	2,063	2,047	2,360
PERSONAL SERVICES TOTAL	1,860	2,063	2,047	2,360
OPERATING EXPENDITURES:				
110-522-310 PROFESSIONAL SERVICES	15,288	15,000	15,000	18,150
110-522-311 ATTORNEY SERVICES	200	500	440	500
110-522-340 CONTRACTUAL SERVICES	10,869	12,453	12,450	11,915
110-522-341 VOLUNTEER FIREFIGHTERS	104,448	126,978	127,110	146,720
110-522-400 TRAVEL & PER DIEM	361	-	12	50
110-522-410 COMMUNICATION SERVICES	7,493	7,803	7,370	5,465
110-522-420 POSTAGE	-	100	75	100
110-522-430 UTILITY SERVICES	5,520	5,800	5,800	5,800
110-522-450 INSURANCE	16,293	17,552	16,740	18,550
110-522-460 REPAIRS & MAINTENANCE	1,159	1,000	3,375	2,540
110-522-462 R&M - EQUIPMENT	3,598	5,375	5,610	7,305
110-522-463 R&M - VEHICLES	15,808	14,600	15,150	14,600
110-522-490 OTHER CURRENT CHARGES	1,655	3,150	2,000	2,000
110-522-510 OFFICE SUPPLIES	205	300	285	300
110-522-520 OPERATING SUPPLIES	14,595	13,345	10,400	14,345
110-522-521 UNIFORMS	779	1,200	1,715	2,000
110-522-522 FUEL AND OIL	4,366	4,000	5,600	6,500
110-522-540 DUES & SUBSCRIPTIONS	3,115	1,785	395	2,020
110-522-550 TRAINING	805	1,000	500	1,000
OPERATING EXPENDITURES TOTAL	206,557	231,941	231,074	259,860
CAPITAL OUTLAY:				
110-521-640 MACHINERY & EQUIPMENT	-	-	1,600	53,000
CAPITAL OUTLAY TOTAL	-	-	1,600	53,000
TOTAL EXPENDITURES	208,417	234,004	234,721	315,220
FUND BALANCE, SEPTEMBER 30	-	-	-	28,135



FIRE RESCUE DEPARTMENT

MANPOWER ANALYSIS

<u>POSITION</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
CONTRACT FIRE CHIEF	1.00	1.00	1.00
VOLUNTEER FIREFIGHTERS (FTE)	1.50	1.75	2.00
FIRE INSPECTOR (PT)	1.00	1.00	1.00
TOTAL	3.5	3.75	4.00

CAPITAL OUTLAY

110-522-640 - Machinery and Equipment	
SCBA (5 @ \$5,500 each)	\$ 27,500
Compressor Upgrade	4,000
Bunker Gear (10 Sets @ \$2,150 each)	21,500

Infrastructure Surtax Fund

301-522-640 - Machinery and Equipment	
New Countywide Radios (10 year payment plan)	\$ 7,795



PUBLIC WORKS - CEMETERY

GOALS:

To provide quality service to the public in making final resting place arrangements along with the highest standards of maintenance possible for existing and future cemetery facilities and preservation of all burial and historical records.

	2017 ACTUAL	2018 BUDGET	2018 ESTIMATE	2019 ADOPTED
PERSONAL SERVICES	\$ 40,125	\$ 41,245	\$ 42,284	\$ 38,262
OPERATING EXPENDITURES	3,706	4,956	4,445	4,955
CAPITAL OUTLAY	-	-	-	-
	<u>\$ 43,831</u>	<u>\$ 46,201</u>	<u>\$ 46,729</u>	<u>\$ 43,217</u>

OBJECTIVES:

- ☆ Provide attractive and safe grounds which individuals and families can visit.
- ☆ Maintain official records of the cemetery in accordance with legal requirements.

RESULTS:

- ⇒ Grounds that are suitable for paying respects to loved ones.
- ⇒ Continued records retention/retrieval system for accessibility of data for staff and public inquiries.



PUBLIC WORKS - CEMETERY

	<u>2017</u>	<u>2018</u>	<u>2018</u>	<u>2019</u>
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>ADOPTED</u>
PERSONAL SERVICES:				
001-539-120 REGULAR SALARIES & WAGES	26,085	26,866	30,866	22,880
001-539-120 OVERTIME	508	-	300	500
001-539-210 FICA TAXES	1,962	2,056	2,021	1,790
001-539-220 RETIREMENT CONTRIBUTION	2,026	2,128	1,830	1,930
001-539-230 LIFE & HEALTH INSURANCE	8,382	8,908	5,990	9,875
001-539-240 WORKERS COMPENSATION	1,162	1,287	1,277	1,287
PERSONAL SERVICES TOTAL	40,125	41,245	42,284	38,262
OPERATING EXPENDITURES:				
001-539-430 UTILITY SERVICES	1,010	1,100	1,025	1,100
001-539-450 INSURANCE	1,207	1,331	1,237	1,330
001-539-460 REPAIRS & MAINTENANCE	103	200	50	200
001-539-462 R&M - EQUIPMENT	-	200	151	200
001-539-463 R&M - VEHICLES	15	250	200	250
001-539-520 OPERATING SUPPLIES	-	200	267	200
001-539-521 UNIFORMS	616	475	565	475
001-539-522 FUEL AND OIL	740	1,200	950	1,200
001-539-550 TRAINING	15	-	-	-
OPERATING EXPENDITURES TOTAL	3,706	4,956	4,445	4,955
TOTAL CEMETERY	43,831	46,201	46,729	43,217



PUBLIC WORKS - CEMETERY

MANPOWER ANALYSIS

<u>POSITION</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
MAINTENANCE SPECIALIST	<u>1.0</u>	<u>1.0</u>	<u>1.0</u>
TOTAL	1.0	1.0	1.0



PUBLIC WORKS - ROADS & STREETS

GOALS:

To maintain the City's streets, sidewalks, stormwater systems and rights of way efficiently within the allotted financial and labor resources. To provide management and administration for all Public Works operations including Water & Wastewater, Sanitation, Cemetery, Parks & Recreation, Stormwater and public facilities.

	2017 ACTUAL	2018 BUDGET	2018 ESTIMATE	2019 ADOPTED
PERSONAL SERVICES	\$ 353,705	\$ 352,939	\$ 326,605	\$ 288,970
OPERATING EXPENDITURES	196,472	214,937	202,001	226,705
CAPITAL OUTLAY	-	-	-	-
	<u>\$ 550,177</u>	<u>\$ 567,876</u>	<u>\$ 528,606</u>	<u>\$ 515,675</u>

OBJECTIVES:

- ☆ Use innovative ideas and processes that will improve maintenance programs, plans and direction which ensure that City resources and personnel are trained and educated at their most efficient and productive level.
- ☆ Regular maintenance, cleaning procedures and repairs of the City's stormwater system.
- ☆ Operate and maintain Public Utilities efficiently and in compliance with all laws, rules and regulations.

RESULTS:

- ⇒ Better maintained roads, streets and rights of way.
- ⇒ Efficient and productive use of City personnel, equipment and materials to accomplish immediate goals and long range planning of these resources.
- ⇒ Allow maximum efficiency and quality of stormwater run-off.
- ⇒ City property that is safe and attractive.



PUBLIC WORKS - ROADS & STREETS

	<u>2017</u>	<u>2018</u>	<u>2018</u>	<u>2019</u>
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>ADOPTED</u>
PERSONAL SERVICES:				
001-541-120 REGULAR SALARIES & WAGES	224,439	224,074	195,900	162,640
001-541-140 OVERTIME	4,371	2,500	2,030	2,500
001-541-210 FICA TAXES	16,825	17,333	15,690	12,635
001-541-220 RETIREMENT CONTRIBUTION	17,297	17,945	16,370	14,540
001-541-230 LIFE & HEALTH INSURANCE	71,473	73,179	78,850	79,005
001-541-240 WORKERS COMPENSATION	16,275	17,908	17,765	17,650
001-541-250 UNEMPLOYMENT COMP	3,025	-	-	-
PERSONAL SERVICES TOTAL	353,705	352,939	326,605	288,970
OPERATING EXPENDITURES:				
001-541-311 ATTORNEY SERVICES	360	500	480	500
001-541-340 CONTRACTUAL SERVICES	10,284	11,733	6,500	10,130
001-541-400 TRAVEL AND PER DIEM	986	2,620	1,554	300
001-541-410 COMMUNICATION SERVICES	1,866	2,605	2,650	2,605
001-541-420 POSTAGE	3	50	50	50
001-541-430 UTILITY SERVICES	75,925	74,800	69,950	74,800
001-541-440 RENTALS & LEASES	283	650	1,157	650
001-541-450 INSURANCE	7,417	8,162	7,590	8,160
001-541-460 REPAIRS & MAINTENANCE	35,848	50,000	45,300	50,610
001-541-462 R&M - EQUIPMENT	10,347	8,150	7,690	13,650
001-541-463 R&M - VEHICLES	4,417	3,950	3,820	5,150
001-541-510 OFFICE SUPPLIES	242	-	2,500	4,780
001-541-520 OPERATING SUPPLIES	12,506	12,800	11,540	12,000
001-541-521 UNIFORMS	3,757	2,750	3,180	2,750
001-541-522 FUEL AND OIL	14,367	18,000	16,000	18,000
001-541-530 ROAD MATERIALS	-	-	4,000	5,000
001-541-540 DUES & SUBSCRIPTIONS	500	1,100	625	200
001-541-550 TRAINING	239	2,067	1,400	2,370
001-541-560 URBAN FORESTRY	17,125	15,000	16,015	15,000
OPERATING EXPENDITURES TOTAL	196,472	214,937	202,001	226,705
 TOTAL ROADS & STREETS	 550,177	 567,876	 528,606	 515,675



PUBLIC WORKS - ROADS & STREETS

MANPOWER ANALYSIS

<u>POSITION</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
PUBLIC WORKS MAINT. WORKER	7.0	6.0	6.0
PUBLIC WORKS DIRECTOR (split with Utilities)	1.0	1.0	0.5
ACCOUNTING CLERK (split with Finance & Admin)*	0.5	0.5	-
TOTAL	8.5	7.5	6.5

**Moved to Water & Sewer Fund*



PUBLIC WORKS - PARKS & RECREATION

GOALS:

To promote the public welfare by providing opportunities for wholesome and affordable recreation, and offer the citizens active/passive leisure activities that are essential to their well-being.

	2017 ACTUAL	2018 BUDGET	2018 ESTIMATE	2019 ADOPTED
PERSONAL SERVICES	\$ 159,486	\$ 170,571	\$ 159,750	\$ 176,810
OPERATING EXPENDITURES	85,501	85,122	85,642	82,080
CAPITAL OUTLAY	-	-	16,110	-
	<u>\$ 244,987</u>	<u>\$ 255,693</u>	<u>\$ 261,502</u>	<u>\$ 258,890</u>

OBJECTIVES:

- ☆ Provide an environment that encourages educational, recreational and cultural opportunities through cost efficient programming and facilities.

RESULTS:

- ⇒ To provide programs, resources and facilities which are relevant, attractive and affordably accessible to the public.
- ⇒ To update all existing facilities in the parks.



PUBLIC WORKS - PARKS & RECREATION

	<u>2017</u>	<u>2018</u>	<u>2018</u>	<u>2019</u>
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>ADOPTED</u>
PERSONAL SERVICES:				
001-572-120 REGULAR SALARIES & WAGES	104,580	100,629	104,750	105,620
001-572-140 OVERTIME	1,642	1,500	1,000	1,500
001-572-150 SPECIAL PAY	-	8,630	-	-
001-572-210 FICA TAXES	7,599	8,474	7,768	8,855
001-572-220 RETIREMENT CONTRIBUTION	7,568	8,089	8,089	8,850
001-572-230 LIFE & HEALTH INSURANCE	35,772	40,686	35,600	49,420
001-572-240 WORKERS COMPENSATION	2,325	2,563	2,543	2,565
001-572-250 UNEMPLOYMENT COMP	-	-	-	-
PERSONAL SERVICES TOTAL	159,486	170,571	159,750	176,810
OPERATING EXPENDITURES:				
001-572-310 PROFESSIONAL SERVICES	-	-	12,000	-
001-572-311 ATTORNEY SERVICES	-	-	40	-
001-572-340 CONTRACTUAL SERVICES	3,779	1,430	2,755	1,060
001-572-400 TRAVEL AND PER DIEM	52	135	-	135
001-572-410 COMMUNICATION SERVICES	1,941	2,015	2,090	2,015
001-572-420 POSTAGE	2	50	200	200
001-572-430 UTILITY SERVICES	27,103	22,900	21,750	22,900
001-572-440 RENTALS & LEASES	1,715	500	190	500
001-572-450 INSURANCE	6,469	7,117	6,616	7,115
001-572-460 REPAIRS & MAINTENANCE	14,993	13,200	7,500	9,530
001-572-462 R&M - EQUIPMENT	1,189	2,700	3,515	2,700
001-572-463 R&M - VEHICLES	1,548	2,700	1,200	3,100
001-572-490 OTHER CURRENT CHARGES	-	-	250	350
001-572-491 ADVERTISING	350	400	200	400
001-572-510 OFFICE SUPPLIES	17	100	50	100
001-572-520 OPERATING SUPPLIES	23,789	27,600	25,280	28,300
001-572-521 UNIFORMS	1,048	1,000	1,158	1,000
001-572-522 FUEL AND OIL	1,481	1,400	800	800
001-572-540 DUES & SUBSCRIPTIONS	-	200	-	200
001-572-550 TRAINING	25	1,675	48	1,675
OPERATING EXPENDITURES TOTAL	85,501	85,122	85,642	82,080
CAPITAL OUTLAY:				
001-521-630 INFRASTRUCTURE	-	-	16,110	-
CAPITAL OUTLAY TOTAL	-	-	16,110	-
 TOTAL PARKS & RECREATION	 244,987	 255,693	 261,502	 258,890



PUBLIC WORKS - PARKS & RECREATION

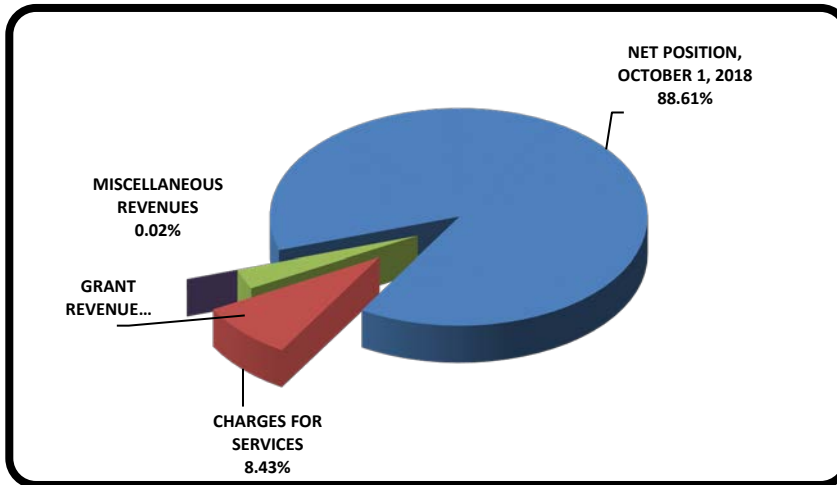
MANPOWER ANALYSIS

<u>POSITION</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
PARKS SUPERINTENDENT	1.0	1.0	1.0
PARKS MAINTENANCE WORKERS	2.0	2.0	2.0
SWIM INSTRUCTOR (PT) (SEASONAL)	1.0	1.0	1.0
LIFEGUARDS (PT) (SEASONAL)	1.0	1.0	1.0
TOTAL	5.0	5.0	5.0

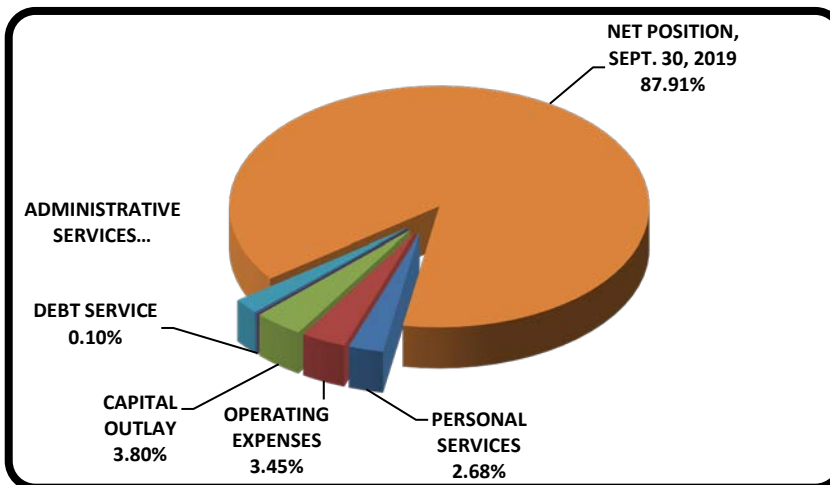




WATER & SEWER FUND



	<u>ADOPTED</u>	<u>PERCENT REVENUES</u>
NET POSITION, OCTOBER 1, 2018	\$ 15,028,552	88.61%
CHARGES FOR SERVICES	1,429,000	8.43%
GRANT REVENUE	500,000	2.95%
MISCELLANEOUS REVENUES	3,500	0.02%
TOTAL AVAILABLE RESOURCES	<u>\$ 16,961,052</u>	<u>100.00%</u>



	<u>ADOPTED</u>	<u>PERCENT EXPENSES</u>
PERSONAL SERVICES	\$ 454,685	2.68%
OPERATING EXPENSES	585,725	3.45%
CAPITAL OUTLAY	644,060	3.80%
DEBT SERVICE	16,522	0.10%
ADMINISTRATIVE SERVICES	350,000	2.06%
NET POSITION, SEPT. 30, 2019	14,910,060	87.91%
TOTAL USE OF RESOURCES	<u>\$ 16,961,052</u>	<u>100.00%</u>



PUBLIC WORKS - WATER & SEWER FUND

GOALS:

To provide the planning, organization, coordination and supervisory services which are necessary to implement and control the functional programs which are the responsibility of the Water & Sewer Department of Public Works.

	2017 ACTUAL	2018 BUDGET	2018 ESTIMATE	2019 ADOPTED
PERSONAL SERVICES	\$ 281,944	\$ 365,432	\$ 312,307	\$ 454,685
OPERATING EXPENDITURES	766,953	568,795	850,450	585,725
CAPITAL OUTLAY	4,428,117	529,500	598,252	644,060
DEBT SERVICE	-	-	16,519	16,522
TRANSFERS	200,000	200,000	200,000	350,000
	<u>\$ 5,677,014</u>	<u>\$ 1,663,727</u>	<u>\$ 1,977,528</u>	<u>\$ 2,050,992</u>

OBJECTIVES:

- ☆ Provide proper maintenance of the water and sewer systems.
- ☆ Inspect, test, certify and document backflow devices annually in accordance with F.A.C.
- ☆ Design and plan grant and legislative funded major capital projects for existing water and sewer infrastructure improvements and repairs, secure funding and manage implementation of projects.
- ☆ Continue to install water and wastewater infrastructure in the commercial and industrial areas of the City as well as develop expansion planning.

RESULTS:

- ⇒ Ensure the health, safety and welfare of the public.
- ⇒ Ensure continuation of water and sewer utility services to the public.
- ⇒ Ensure water quality through the installation and maintenance of backflow prevention devices.



PUBLIC WORKS - WATER & SEWER FUND

	<u>2017</u>	<u>2018</u>	<u>2018</u>	<u>2019</u>
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>ADOPTED</u>
NET POSITION, OCTOBER 1	10,310,835	624,641	14,446,650	15,028,552
ADD REVENUES FROM OPERATIONS:				
CHARGES FOR SERVICES:				
401-343-310 WATER SALES	671,337	653,000	672,450	680,000
401-343-320 WATER CONNECTIONS	6,825	6,500	6,500	8,000
401-343-330 NEW METER SALES	15,660	4,000	11,160	10,000
401-343-360 RECONNECT CHARGES	5,964	6,000	5,000	6,000
401-343-370 PENALTIES	20,995	21,000	25,280	25,000
401-343-500 SEWER CHARGES	661,650	664,000	689,010	700,000
TOTAL	1,382,431	1,354,500	1,409,400	1,429,000
MISCELLANEOUS REVENUES:				
401-369-900 NSF CHARGES	1,505	500	490	500
401-369-910 MISCELLANEOUS REVENUES	1,500	2,500	2,200	2,500
	3,005	3,000	2,690	3,000
TOTAL OPERATING REVENUES	1,385,436	1,357,500	1,412,090	1,432,000
WATER OPERATING EXPENSES	684,722	516,327	741,491	628,775
SEWER OPERATING EXPENSES	363,377	447,400	475,108	555,695
TOTAL OPERATING EXPENSES	1,048,099	963,727	1,216,599	1,184,470
NET OPERATING INCOME	337,337	393,773	195,491	247,530
NON-OPERATING REVENUE (EXPENSES):				
INTEREST EARNED	402	500	400	500
WATER DEBT SERVICE	-	-	(16,519)	(16,522)
CAPITAL CONTRIBUTIONS				
IMPACT FEES	120,118	-	70,000	-
GRANT REVENUE	3,877,958	500,000	532,530	500,000
CAPITAL PROJECTS	-	(500,000)	-	(500,000)
ADMINISTRATIVE TRANSFERS	(200,000)	(200,000)	(200,000)	(350,000)
CHANGE IN NET POSITION	4,135,815	194,273	581,902	(118,492)
NET POSITION, SEPTEMBER 30	14,446,650	818,914	15,028,552	14,910,060



PUBLIC WORKS - WATER & SEWER FUND

RECAP OF GRANTS AND LEGISLATIVE APPROPRIATION ACTIVITY - WATER & SEWER

	2017 ACTUAL	2018 BUDGET	2018 ESTIMATE	2019 ADOPTED
GRANT REVENUES RECEIVED/BUDGETED				
401-334-361 LP LEG AP WATER LINE REHAB	2,467,357	-	-	-
401-334-362 LP35073 LEG AP WATER PLANT	976,342	-	-	-
401-334-363 SJRWMD REDI GRANT	434,259	500,000	532,530	500,000
	3,877,958	500,000	532,530	500,000
GRANT EXPENDITURES/BUDGETED				
401-533-630 WATER INFRASTRUCTURE	2,535,356	-	16,300	-
401-533-635 WATER PLANT	1,442,462	-	-	-
401-535-630 SEWER INFRASTRUCTURE	439,385	500,000	516,230	500,000
	4,417,203	500,000	532,530	500,000
NET GRANT ACTIVITY	(539,245)	-	-	-
TOTAL WATER & SEWER ACTIVITY				
TOTAL RESOURCES - WATER	4,143,485	669,500	695,110	704,000
TOTAL RESOURCES - SEWER	1,095,909	1,164,000	1,221,540	1,200,000
TOTAL RESOURCES - OTHER	10,334,835	648,641	14,474,620	15,057,052
TOTAL RESOURCES	15,574,229	2,482,141	16,391,270	16,961,052
TOTAL EXPENDITURES - WATER	4,662,540	516,327	741,272	628,775
TOTAL EXPENDITURES - SEWER	802,762	947,400	974,819	1,055,695
TOTAL DEBT SERVICE	-	-	16,519	16,522
TOTAL ADMINISTRATION	200,000	200,000	200,000	350,000
TOTAL USES	5,665,302	1,663,727	1,932,610	2,050,992
NET ACTIVITY	9,908,927	818,414	14,458,660	14,910,060



PUBLIC WORKS - WATER & SEWER FUND

WATER DIVISION

	<u>2017</u>	<u>2018</u>	<u>2018</u>	<u>2019</u>
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>ADOPTED</u>
PERSONAL SERVICES:				
401-533-120 REGULAR SALARIES & WAGES	81,894	127,332	102,970	184,760
401-533-140 OVERTIME	5,291	5,000	6,300	5,000
401-533-210 FICA TAXES	6,836	10,124	7,970	14,520
401-533-220 RETIREMENT CONTRIBUTION	13,657	10,481	8,575	15,675
401-533-230 LIFE & HEALTH INSURANCE	30,258	58,924	41,200	73,990
401-533-240 WORKERS COMPENSATION	8,719	9,598	9,522	9,600
PERSONAL SERVICES TOTAL	146,655	221,459	176,537	303,545
OPERATING EXPENSES:				
401-533-311 ATTORNEY SERVICES	240	500	520	500
401-533-312 ENGINEERING FEES	3,003	70,000	7,500	65,000
401-533-320 ACCOUNTING & AUDITING	6,095	8,000	8,000	8,000
401-533-340 CONTRACTUAL SERVICES	28,779	24,569	21,800	5,005
401-533-400 TRAVEL AND PER DIEM	1,223	2,700	550	960
401-533-410 COMMUNICATION SERVICES	6,040	8,010	8,050	8,010
401-533-420 POSTAGE	3,220	3,800	3,970	3,950
401-533-430 UTILITY SERVICES	26,995	24,630	26,725	26,630
401-533-440 RENTALS & LEASES	-	500	-	500
401-533-450 INSURANCE	28,678	31,579	29,215	31,580
401-533-460 REPAIRS & MAINTENANCE	2,833	16,000	5,000	39,090
401-533-462 R&M - EQUIPMENT	9,988	14,000	10,000	13,955
401-533-463 R&M - VEHICLES	4,725	4,000	14,805	7,000
401-533-464 METER REPLACEMENT	10,051	20,000	500	20,000
401-533-470 PRINTING	-	-	1,900	1,900
401-533-490 OTHER CURRENT CHARGES	75	-	2,400	2,400
401-533-491 ADVERTISING	275	500	1,810	500
401-533-510 OFFICE SUPPLIES	146	1,600	1,100	2,700
401-533-520 OPERATING SUPPLIES	35,879	32,040	32,475	31,090
401-533-521 UNIFORMS	1,659	1,850	1,775	1,850
401-533-522 FUEL AND OIL	12,354	10,000	10,995	11,000
401-533-540 DUES & SUBSCRIPTIONS	-	290	693	670
401-533-550 TRAINING	1,278	2,300	1,000	3,640
401-533-590 DEPRECIATION	355,329	-	355,329	-
TOTAL OPERATING EXPENSES	538,865	276,868	546,112	285,930



PUBLIC WORKS - WATER & SEWER FUND

WATER DIVISION

	<u>2017</u>	<u>2018</u>	<u>2018</u>	<u>2019</u>
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>ADOPTED</u>
CAPITAL OUTLAY:				
401-533-630 INFRASTRUCTURE	2,535,356	-	16,300	-
401-533-635 PLANT	1,442,462	-	-	-
401-533-640 MACHINERY & EQUIPMENT	10,914	18,000	18,842	39,300
TOTAL CAPITAL OUTLAY	3,988,732	18,000	35,142	39,300
DEBT SERVICE:				
401-533-710 PRINCIPAL	-	-	16,326	11,821
401-533-720 INTEREST	-	-	193	4,701
TOTAL DEBT SERVICE	-	-	16,519	16,522
401-533-910 ADMINISTRATIVE SERVICES	100,000	100,000	100,000	175,000
TOTAL WATER DIVISION	4,774,252	616,327	874,310	820,297



PUBLIC WORKS - WATER & SEWER FUND

SEWER DIVISION

	<u>2017</u>	<u>2018</u>	<u>2018</u>	<u>2019</u>
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>ADOPTED</u>
PERSONAL SERVICES:				
401-535-120 REGULAR SALARIES & WAGES	82,218	84,711	79,120	87,000
401-535-140 OVERTIME	3,257	5,000	3,280	5,000
401-535-210 FICA TAXES	6,108	6,863	5,970	7,040
401-535-220 RETIREMENT CONTRIBUTION	6,513	7,106	6,500	7,600
401-535-230 LIFE & HEALTH INSURANCE	34,751	37,598	38,225	41,805
401-535-240 WORKERS COMPENSATION	2,442	2,695	2,675	2,695
PERSONAL SERVICES TOTAL	135,289	143,973	135,770	151,140
OPERATING EXPENSES:				
401-535-311 ATTORNEY SERVICES	2,040	500	360	500
401-535-312 ENGINEERING FEES	14,178	70,000	108,850	70,000
401-535-320 ACCOUNTING & AUDITING	6,095	8,000	8,000	8,000
401-535-340 CONTRACTUAL SERVICES	49,793	39,346	44,050	26,000
401-535-400 TRAVEL AND PER DIEM	443	810	1,000	270
401-535-410 COMMUNICATION SERVICES	4,592	4,640	4,340	4,640
401-535-420 POSTAGE	2,985	3,800	3,830	3,830
401-535-430 UTILITY SERVICES	47,417	48,650	46,500	48,650
401-535-440 RENTALS & LEASES	-	500	-	6,250
401-535-450 INSURANCE	30,228	33,449	30,953	33,450
401-535-460 REPAIRS & MAINTENANCE	3,844	15,000	5,300	18,685
401-535-462 R&M - EQUIPMENT	39,377	29,300	20,000	38,890
401-535-463 R&M - VEHICLES	1,134	3,100	6,050	5,100
401-535-470 PRINTING	-	-	1,900	1,900
401-535-510 OFFICE SUPPLIES	572	1,900	500	1,900
401-535-520 OPERATING SUPPLIES	17,344	23,180	15,000	21,500
401-535-521 UNIFORMS	854	1,400	1,475	1,400
401-535-522 FUEL AND OIL	6,334	5,600	5,750	5,750
401-535-540 DUES & SUBSCRIPTIONS	-	490	280	290
401-535-550 TRAINING	858	2,262	200	2,790
TOTAL OPERATING EXPENSES	228,088	291,927	304,338	299,795
CAPITAL OUTLAY:				
401-535-630 INFRASTRUCTURE	439,385	500,000	516,230	500,000
401-535-635 PLANT	-	-	11,880	-
401-535-640 MACHINERY & EQUIPMENT	-	11,500	35,000	104,760
TOTAL CAPITAL OUTLAY	439,385	511,500	563,110	604,760
401-535-910 ADMINISTRATIVE SERVICES	100,000	100,000	100,000	175,000
TOTAL SEWER DIVISION	902,762	1,047,400	1,103,218	1,230,695



PUBLIC WORKS - WATER & SEWER FUND

MANPOWER ANALYSIS

<u>POSITION</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
UTILITIES SUPERVISOR	1.0	1.0	1.0
WATER SUPERVISOR	1.0	1.0	1.0
PLANT OPERATOR - WATER	-	1.0	1.0
UTILITIES MAINTENANCE WORKER	3.0	2.0	2.0
SEWER OPERATOR	1.0	1.0	1.0
PUBLIC WORKS DIRECTOR (split with Streets)	-	-	0.5
ACCOUNTING CLERK I (split with Finance)*	-	-	0.5
TOTAL	6.0	6.0	7.0

*Moved from Streets

Capital Outlay

Water

401-533-640 Machinery & Equipment	
Generator for new valve machine	\$ 800
Wachs valve exerciser	8,500
F250 with utility bed	30,000
	\$ <u>39,300</u>

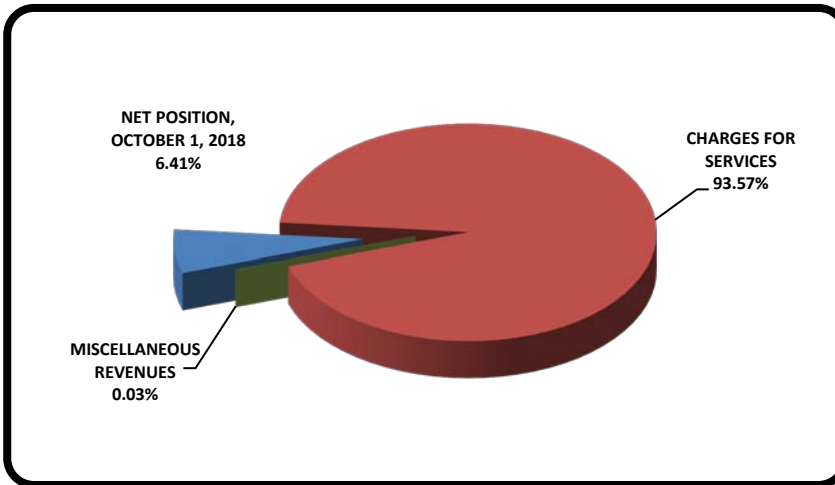
Sewer

401-535-630 Infrastructure	
Redi Grant Sewer Lines & Lift Station Rehab	\$ 500,000
401-535-640 Machinery & Equipment	
52" zero turn mower	8,000
Vac/Jetter machine	87,060
5 HP pumps for Lakeside liftstations (2 @ \$4,850 each)	9,700
	\$ <u>604,760</u>

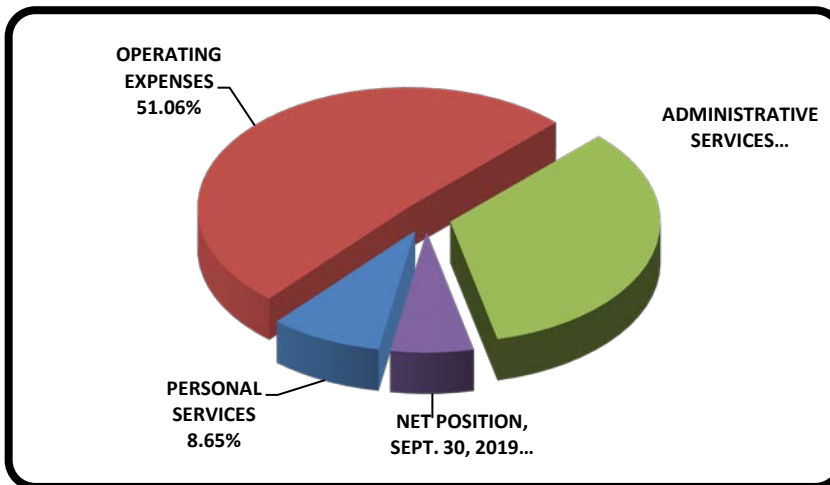




SANITATION FUND



	<u>ADOPTED</u>	<u>PERCENT REVENUES</u>
NET POSITION, OCTOBER 1, 2018	\$ 47,231	6.41%
CHARGES FOR SERVICES	689,800	93.57%
MISCELLANEOUS REVENUES	200	0.03%
TOTAL AVAILABLE RESOURCES	<u>\$ 737,231</u>	<u>100.00%</u>



	<u>ADOPTED</u>	<u>PERCENT EXPENSES</u>
PERSONAL SERVICES	\$ 63,750	8.65%
OPERATING EXPENSES	376,420	51.06%
ADMINISTRATIVE SERVICES	250,000	33.91%
NET POSITION, SEPT. 30, 2019...	47,061	6.38%
TOTAL USE OF RESOURCES	<u>\$ 737,231</u>	<u>100.00%</u>



PUBLIC WORKS - SANITATION FUND

GOALS:

To provide reliable quality garbage and recycling service to the residents of the City at a reasonable price.

	2017 ACTUAL	2018 BUDGET	2018 ESTIMATE	2019 ADOPTED
PERSONAL SERVICES	\$ 46,727	\$ 42,527	\$ 40,765	\$ 63,750
OPERATING EXPENDITURES	337,941	344,521	416,349	376,420
CAPITAL OUTLAY	-	-	-	-
TRANSFERS	300,000	300,000	300,000	250,000
	<u>\$ 684,668</u>	<u>\$ 687,048</u>	<u>\$ 757,114</u>	<u>\$ 690,170</u>

OBJECTIVES:

☆ Improve service while reducing costs.

RESULTS:

⇒ Customer satisfaction and a clean city.

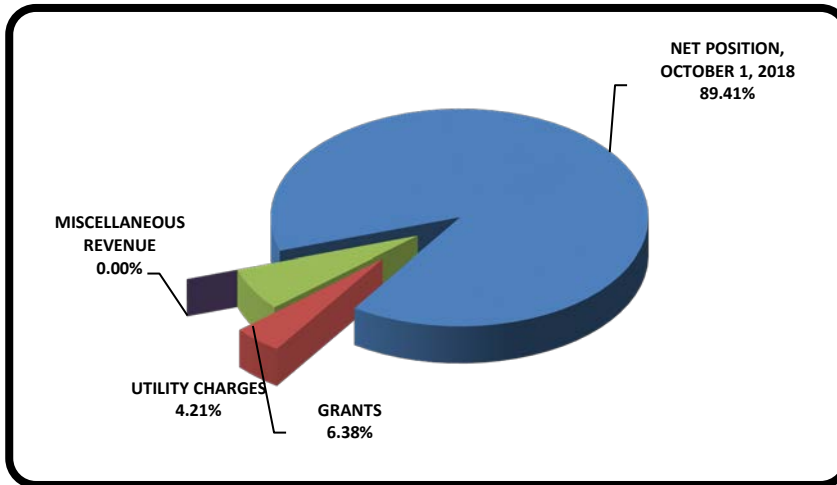


PUBLIC WORKS - SANITATION FUND

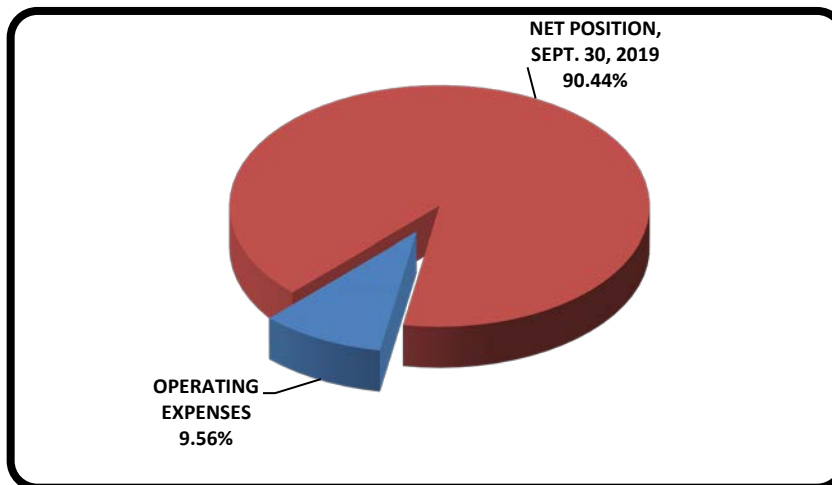
	<u>2017</u>	<u>2018</u>	<u>2018</u>	<u>2019</u>
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>ADOPTED</u>
NET POSITION, OCTOBER 1	139,964	88,710	118,530	47,231
ADD REVENUES:				
402-343-400 GARBAGE REVENUE	663,234	667,000	685,715	689,800
402-361-000 INTEREST EARNED	-	200	100	200
402-366-920 MISCELLANEOUS REVENUES	-	-	-	-
TOTAL REVENUES AVAILABLE	663,234	755,910	804,345	737,231
DEDUCT EXPENSES:				
PERSONAL SERVICES:				
402-534-120 REGULAR SALARIES & WAGES	26,488	28,409	26,560	47,980
402-534-140 OVERTIME	1,588	-	400	400
402-534-210 FICA TAXES	2,024	2,174	2,015	3,670
402-534-220 RETIREMENT CONTRIBUTION	7,527	2,250	2,135	4,865
402-534-230 LIFE & HEALTH INSURANCE	8,519	9,045	9,010	5,985
402-534-240 WORKERS COMPENSATION	581	649	645	850
PERSONAL SERVICES TOTAL	46,727	42,527	40,765	63,750
OPERATING EXPENSES:				
402-534-311 ATTORNEY SERVICES	-	-	1,440	1,000
402-534-340 CONTRACTUAL SERVICES	1,850	2,850	-	-
402-534-343 GARBAGE TIPPING FEES	73,071	75,000	75,000	70,000
402-534-344 GARBAGE HAULING FEES	247,212	248,000	315,000	290,000
402-534-420 FREIGHT & POSTAGE	3,391	5,500	5,500	5,500
402-534-460 REPAIR & MAINTENANCE	-	2,420	1,800	2,420
402-534-463 R&M - VEHICLES	334	3,000	4,380	4,350
402-534-470 PRINTING	-	-	1,900	1,900
402-534-520 OPERATING SUPPLIES	915	2,776	300	1,000
402-534-521 UNIFORMS	-	475	-	-
402-534-522 FUEL AND OIL	389	4,500	250	250
402-534-590 DEPRECIATION	10,779	-	10,779	-
TOTAL OPERATING EXPENSES:	337,941	344,521	416,349	376,420
402-534-910 ADMINISTRATIVE SERVICES	300,000	300,000	300,000	250,000
TOTAL EXPENSES	684,668	687,048	757,114	690,170
NET POSITION, SEPTEMBER 30	118,530	68,862	47,231	47,061



PUBLIC WORKS - STORMWATER FUND



	<u>ADOPTED</u>	<u>PERCENT REVENUES</u>
NET POSITION, OCTOBER 1, 2018	\$ 2,103,026	89.41%
UTILITY CHARGES	99,000	4.21%
GRANTS	150,000	6.38%
MISCELLANEOUS REVENUE	100	0.00%
TOTAL AVAILABLE RESOURCES	<u>\$ 2,352,126</u>	<u>100.00%</u>



	<u>ADOPTED</u>	<u>PERCENT EXPENSES</u>
OPERATING EXPENSES	224,974	9.56%
NET POSITION, SEPT. 30, 2019	2,127,152	90.44%
TOTAL USE OF RESOURCES	<u>\$ 2,352,126</u>	<u>100.00%</u>



PUBLIC WORKS - STORMWATER FUND

GOALS: To provide for the health, safety and welfare of residents by regular maintenance programs to insure the proper functioning of drainage systems and facilities.

Obtain grant and loan funding to improve drainage systems located in low or impaired areas of the City.

	2017 ACTUAL	2018 BUDGET	2018 ESTIMATE	2019 ADOPTED
PERSONAL SERVICES	\$ -	\$ -	\$ -	\$ -
OPERATING EXPENDITURES	110,404	34,180	126,027	36,800
CAPITAL OUTLAY	-	150,000	-	150,000
DEBT SERVICE	19,684	44,358	38,356	38,174
	<u>\$ 130,088</u>	<u>\$ 228,538</u>	<u>\$ 164,383</u>	<u>\$ 224,974</u>

OBJECTIVES:

- ☆ Continue with inspection, monitoring, and cleaning procedures of all City catch basins, open channels, storm drains and other stormwater conveyance facilities to meet Federal regulations as established by the NPDES Stormwater Permit Program.
- ☆ Inspect underground facilities for leaks and repairs as needed.
- ☆ Utilize private contractors to maintain retention ponds.
- ☆ Continue the development of a city wide drainage infrastructure map.

RESULTS:

- ⇒ Cleaner and safer storm drains, catch basins, and open channels will reduce the amount of pollutants entering the City's drainage system and retention ponds.
- ⇒ Maximum efficiency of nuisance water run-off.
- ⇒ Attractive and functional retention ponds at the least possible cost.
- ⇒ Provide an inventory of city-wide public and private drainage systems to ensure future flood protection.



PUBLIC WORKS - STORMWATER FUND

	<u>2017</u>	<u>2018</u>	<u>2018</u>	<u>2019</u>
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>ADOPTED</u>
NET POSITION, OCTOBER 1	2,160,036	178,984	2,168,409	2,103,026
ADD REVENUES:				
404-331-361 FDEP ORANGE AVE	-	-	-	-
404-334-362 SJWMD GRANT - CASSADY ST	35,000	-	-	-
404-337-403 LCWA GRANT	-	150,000	-	150,000
404-343-700 STORMWATER UTILITY CHGS	103,461	99,000	99,000	99,000
404-361-100 INTEREST EARNED	-	100	-	100
TOTAL REVENUES AVAILABLE	138,461	249,100	99,000	249,100
DEDUCT EXPENDITURES:				
404-538-311 ATTORNEY SERVICES	321	-	-	-
404-538-314 ENGINEERING FEES	-	14,130	13,840	14,130
404-538-340 CONTRACTUAL SERVICES	15,500	19,500	15,375	19,500
404-538-400 TRAVEL & PER DIEM	-	-	635	980
404-538-420 POSTAGE	-	50	30	50
404-538-480 ADVERTISING	-	-	664	665
404-538-540 DUES & SUBSCRIPTIONS	-	500	500	500
404-538-550 TRAINING	-	-	400	975
404-538-590 DEPRECIATION	94,583	-	94,583	-
404-538-630 INFRASTRUCTURE	-	150,000	-	150,000
404-538-710 PRINCIPAL - SRF LOAN	-	34,970	29,959	30,053
404-538-720 INTEREST - SRF LOAN	6,243	9,388	8,397	8,121
404-538-730 DEBT SERVICE COSTS	13,441	-	-	-
TOTAL EXPENDITURES	130,088	228,538	164,383	224,974
NET POSITION, SEPTEMBER 30	2,168,409	199,546	2,103,026	2,127,152





LIBRARY

GOALS:

Foster a lifelong love of reading, learning and commitment to literacy. Offer books using all formats, technology, and resources that ensure free, reliable access to information and ideas. To provide programs that promote creativity and love of reading through the continuation of the summer reading program as well as adult and teen programs. To provide training, guidance, and instruction to help library users navigate the information environment. To provide a place for our community to collaborate and explore ideas.

	2017 ACTUAL	2018 BUDGET	2018 ESTIMATE	2019 ADOPTED
PERSONAL SERVICES	\$ 223,838	\$ 246,901	\$ 184,655	\$ 230,695
OPERATING EXPENDITURES	52,448	55,280	47,348	53,785
CAPITAL OUTLAY	5,426	8,000	17,900	13,000
	<u>\$ 281,712</u>	<u>\$ 310,181</u>	<u>\$ 249,903</u>	<u>\$ 297,480</u>

Objectives:

- ☆ Ensure that everyone has access to current technology, information, and ideas.
- ☆ Provide ample resources to meet community needs and interests.
- ☆ Cooperate and partner with other county organizations to improve and deliver library service.

RESULTS:

- ⇒ Encouraging and environment of innovation.
- ⇒ Promote community ownership of the library as a personal resource.
- ⇒ Improve user access to Library print and computer-based holdings in order to promote greater use of collections.



LIBRARY

	<u>2017</u>	<u>2018</u>	<u>2018</u>	<u>2019</u>
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>ADOPTED</u>
PERSONAL SERVICES:				
001-571-120 REGULAR SALARIES & WAGES	142,461	150,511	126,900	154,090
001-571-210 FICA TAXES	10,295	11,515	9,840	11,790
001-571-220 RETIREMENT CONTRIBUTION	10,815	11,921	9,515	12,725
001-571-230 LIFE & HEALTH INSURANCE	59,453	72,052	37,505	51,180
001-571-240 WORKERS COMPENSATION	814	902	895	910
PERSONAL SERVICES TOTAL	223,838	246,901	184,655	230,695
OPERATING EXPENDITURES:				
001-571-311 ATTORNEY SERVICES	80	300	120	200
001-571-340 CONTRACTUAL SERVICES	2,459	2,771	2,490	1,680
001-571-400 TRAVEL AND PER DIEM	29	210	50	250
001-571-410 COMMUNICATION SERVICES	23,861	24,475	20,175	21,360
001-571-420 POSTAGE	-	50	-	50
001-571-430 UTILITY SERVICES	11,662	11,400	10,950	11,400
001-571-440 RENTALS & LEASES	-	-	309	1,060
001-571-450 INSURANCE	7,331	8,074	7,506	8,100
001-571-461 REPAIRS & MAINTENANCE	1,304	1,500	107	1,585
001-571-462 R&M - BUILDINGS	2,460	1,500	1,200	1,500
001-571-463 R&M - EQUIPMENT	-	-	596	1,500
001-571-470 PRINTING	-	-	10	100
001-571-510 OFFICE SUPPLIES	2,456	3,500	2,835	3,000
001-571-520 OPERATING SUPPLIES	806	1,500	1,000	2,000
OPERATING EXPENDITURES TOTAL	52,448	55,280	47,348	53,785
CAPITAL OUTLAY:				
001-571-660 BOOK COLLECTION	5,426	8,000	17,900	13,000
CAPITAL OUTLAY TOTAL	5,426	8,000	17,900	13,000
TOTAL LIBRARY	281,712	310,181	249,903	297,480



LIBRARY

MANPOWER ANALYSIS

<u>POSITION</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
Library Director	1.0	1.0	1.0
Librarians - Full Time	4.0	4.0	4.0
Librarians - Part Time	3.0	2.0	2.0
TOTAL	8.0	7.0	7.0

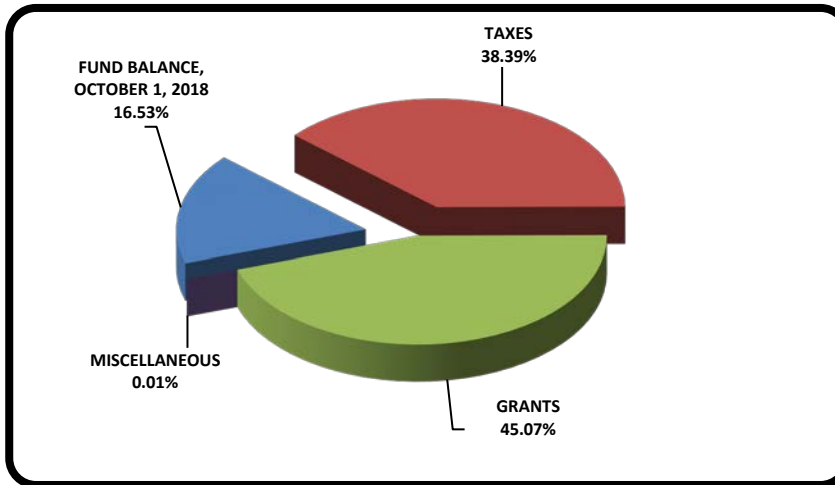
CAPITAL OUTLAY

001-571-660 - Library Materials	
Annual Allocation	\$ 8,000
Endowment Allocation	5,000

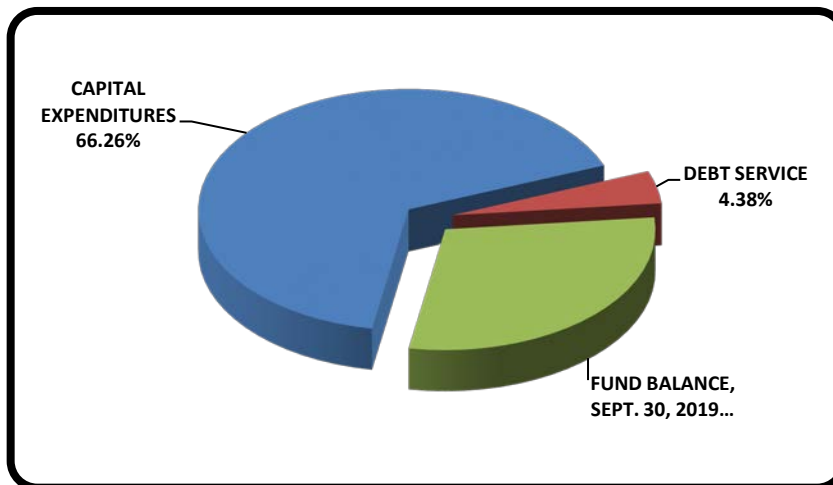




CAPITAL PROJECTS FUND



	<u>ADOPTED</u>	<u>PERCENT REVENUES</u>
FUND BALANCE, OCTOBER 1, 2018	\$ 181,950	16.53%
TAXES	422,545	38.39%
GRANTS	496,000	45.07%
MISCELLANEOUS	100	0.01%
TOTAL AVAILABLE RESOURCES	<u>\$ 1,100,595</u>	<u>100.00%</u>



	<u>ADOPTED</u>	<u>PERCENT EXPENSES</u>
CAPITAL EXPENDITURES	729,295	66.26%
DEBT SERVICE	48,178	4.38%
FUND BALANCE, SEPT. 30, 2019...	323,122	29.36%
TOTAL USE OF RESOURCES	<u>\$ 1,100,595</u>	<u>100.00%</u>



CAPITAL PROJECTS FUND

GOALS:

Optimum utilization of Infrastructure Surtax funding in compliance with specific purposes as required and in accordance with Interlocal Agreement.

	2017 ACTUAL	2018 BUDGET	2018 ESTIMATE	2019 ADOPTED
CAPITAL OUTLAY	362,295	637,000	788,076	729,295
DEBT SERVICE	53,121	56,100	42,050	48,178
	<u>\$ 415,416</u>	<u>\$ 693,100</u>	<u>\$ 830,126</u>	<u>\$ 777,473</u>

OBJECTIVES:

- ☆ Purchase major capital equipment as needed, primarily through utilization of multi-year capital lease programs.
- ☆ Provide for major Capital Projects as may be undertaken.

RESULTS:

- ⇒ Major equipment purchases are financed over 3-5 year programs with debt service paid from Infrastructure Surtax Revenues.



CAPITAL PROJECTS FUND

	<u>2017</u>	<u>2018</u>	<u>2018</u>	<u>2019</u>
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>ADOPTED</u>
FUND BALANCE, OCTOBER 1	82,424	137,862	80,904	181,950
ADD REVENUES:				
301-312-600 INFRASTRUCTURE SURTAX	364,161	389,264	376,180	422,545
301-334-390 MEDIAN IMPROVEMENT GRANT	-	250,000	-	250,000
301-334-390 FRDAP GRANTS	49,735	100,000	46,892	50,000
301-331-200 USDA GRANTS - POLICE	-	28,000	28,000	28,000
301-331-200 USDA GRANTS - FIRE	-	168,000	-	168,000
301-384-100 LOAN PROCEEDS	-	-	480,000	-
301-364-300 AUCTION PROCEEDS	-	-	-	-
301-361-100 INTEREST EARNED	-	100	100	100
TOTAL REVENUES AVAILABLE	496,320	1,073,226	1,012,076	1,100,595
DEDUCT EXPENDITURES:				
301-XXX-600 CAPITAL PROJECTS	362,295	637,000	788,076	729,295
301-519-700 DEBT SERVICE	53,121	56,100	42,050	48,178
TOTAL EXPENDITURES	415,416	693,100	830,126	777,473
FUND BALANCE, SEPTEMBER 30	80,904	380,126	181,950	323,122



CAPITAL PROJECTS FUND

		<u>2017</u>	<u>2018</u>	<u>2018</u>	<u>2019</u>
		<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>ADOPTED</u>
CAPITAL PROJECTS:					
<i>FINANCE & ADMINISTRATION</i>					
301-513-620	BUILDINGS	14,563	20,000	-	20,000
301-513-640	MACHINERY & EQUIPMENT	35,901	-	36,748	-
<i>POLICE</i>					
301-521-620	BUILDINGS	65,952	-	-	-
301-521-640	MACHINERY & EQUIPMENT	-	80,000	34,316	99,000
<i>FIRE</i>					
301-522-640	MACHINERY & EQUIPMENT	-	-	529,614	7,795
<i>ROADS & STREETS</i>					
301-541-630	INFRASTRUCTURE	139,195	437,000	142,032	515,000
301-541-640	MACHINERY & EQUIPMENT	15,374	-	15,374	10,500
<i>PARKS</i>					
301-572-620	BUILDINGS	67,676	100,000	24,000	-
301-572-630	INFRASTRUCTURE	-	-	5,992	50,000
301-572-640	MACHINERY & EQUIPMENT	23,634	-	-	27,000
TOTAL		362,295	637,000	788,076	729,295
DEBT SERVICE:					
301-519-712	CAPITAL LEASE - 12 PRINCIPAL	9,168	-	-	-
301-519-713	USB LOAN - PRINCIPAL	42,861	34,500	22,850	-
301-519-714	CHASE LOAN - PRINCIPAL	-	-	-	41,679
301-519-722	CAPITAL LEASE - 12 INTEREST	14	-	-	-
301-519-723	USB LOAN - INTEREST	1,078	1,600	200	-
301-519-714	CHASE LOAN - INTEREST	-	-	-	6,499
301-519-726	CAPITAL LEASE - INTEREST FD	-	-	-	-
301-519-734	OTHER DEBT SERVICE COSTS	-	20,000	19,000	-
TOTAL		53,121	56,100	42,050	48,178
TOTAL COST		415,416	693,100	830,126	777,473



CAPITAL PROJECTS FUND

CAPITAL OUTLAY DETAILS

301-513-620	City Hall South - Update Restrooms, Walls, and Floors	20,000
301-521-640	2 Police Cars	80,000
301-521-640	New Countywide Radios	8,080
301-521-640	Watchguard body cameras	10,920
301-522-640	New Countywide Radios	7,795
301-541-630	Street Paving and Improvements	200,000
301-541-630	FDOT Gateway Program	315,000
301-541-640	New dump trailer	5,500
301-541-640	New vehicle lift	5,000
301-572-630	Cadwell Park Improvements	50,000
301-572-640	Parks Ford F-150	27,000
		<u>729,295</u>

