

*City of Umatilla*  
*Fiscal Year 2019-2020 Budget*





# CITY OF UMATILLA

## FISCAL YEAR 2019-2020 BUDGET

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# City of Umatilla

*Incorporated in 1904*

September 18, 2019

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) 2020.

This past year we have accomplished many objectives including:

## ***Water***

- Completion of Kentucky Avenue water line replacement
- Construction of waterline upgrades through the CDBG grant program is ongoing

## ***Sewer***

- Finalized interlocal agreement with Eustis for the Wastewater Interconnect project that will pump the City's sewer to Eustis for treatment
- RFQs have been completed for the design phase of the project which is anticipated to begin in August

## ***Airport***

- Completed the Environmental Assessment, a prerequisite for the Runway Expansion (FDOT)
- Purchase of an additional hangar on the south end of the airport (FDOT)
- Began construction of an extension to the partial parallel taxiway (FDOT)
- Construction of a training room and installation of a donated flight simulator in the airport storage building for the high school aviation club.

## ***Cadwell Park and City Hall Campus***

- Installation of new chain saw carvings
- Renovation of the Community Center Building to include new soffits, ceiling fans, drywall, bathroom fixtures, floor tile, windows, kitchen cabinets and counter tops
- New round tables and chairs and rolling storage carts were also purchased to allow more versatile uses of the building as well as a new shed for storage of the equipment
- Purchase and demolition of residential home adjacent to the park
- Removal of shuffleboard court, old mechanic's shop and storage building and sodding of new open spaces

***Olson Park***

- The Gazebo was replaced earlier this year and a new basketball goal was added

***Roads & Streets***

- Daphne Avenue reconstruction design complete. Bidding and construction will begin later this year

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. Staff proposes a second new nutrient separating baffle box be installed on the southernmost portion of Trowell Avenue. Funding for this addition to our Stormwater system will be sought through a grant from the Lake County Water Authority. This additional baffle box will clean more runoff going into Lake Umatilla.

In FY 2020, 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 2019 with a balance of \$803,946 which is \$329,750 more than originally budgeted. The City was able to reduce the budgeted use of General Fund Reserves for FY 2019, which will provide funding for unknown emergencies in Fiscal Year 2020.

Property values in Lake County have increased this year with City of Umatilla taxable values increasing by 6.98% or \$9.7 million. Of this total, \$4.6 million is attributable to new construction. This year's budget includes a millage rate of 7.1089, unchanged from FY 2019, generating property tax revenue of \$888,278 for General Fund and \$113,714 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 2020.

**Budget Document**

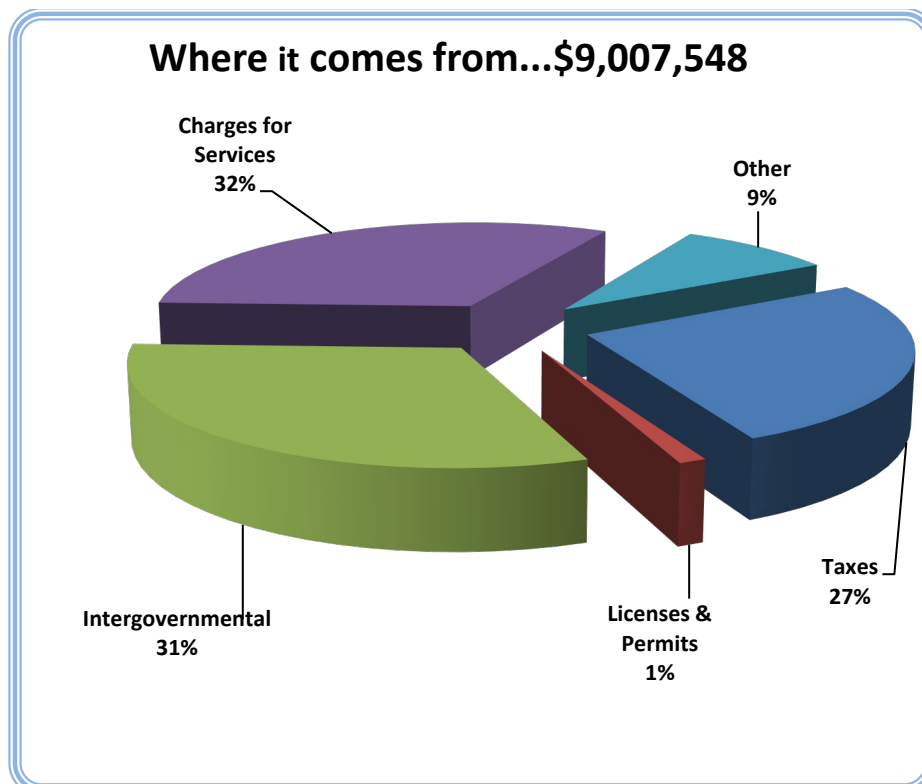
The budget is designed to provide the reader with a comprehensive and informative document that includes the policy directives of the Council. The budget is a plan that provides management with the necessary tools to analyze, diagnose, and evaluate how well appropriated funds are converted into the services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

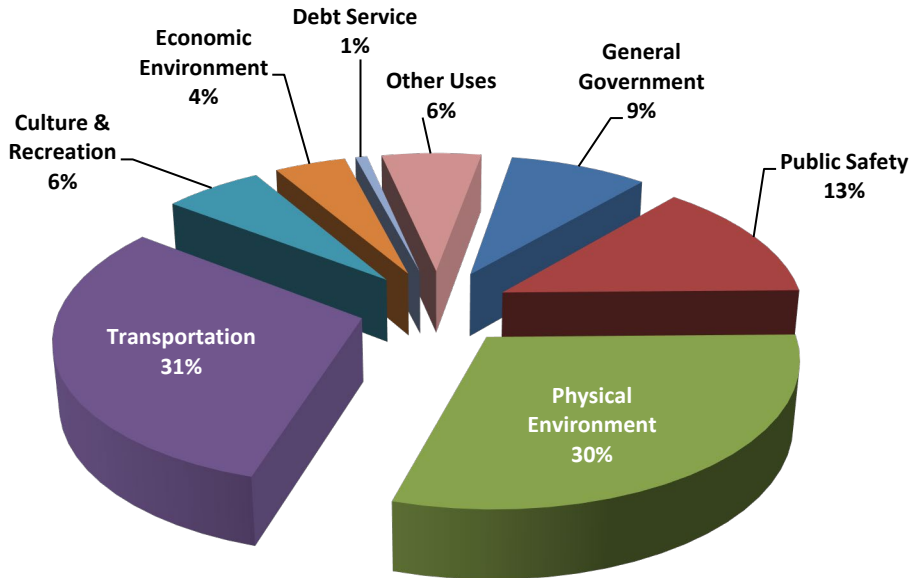
**Budget Highlights**

The total expenditure budget for FY 2020 is \$10,174,666 compared to the FY 2019 adopted budget of \$7,183,452, which represents an overall increase of \$2,991,214. This increase is due to grant-funded projects planned for during FY 2020 as well as planned rehabilitation of the City's pool.

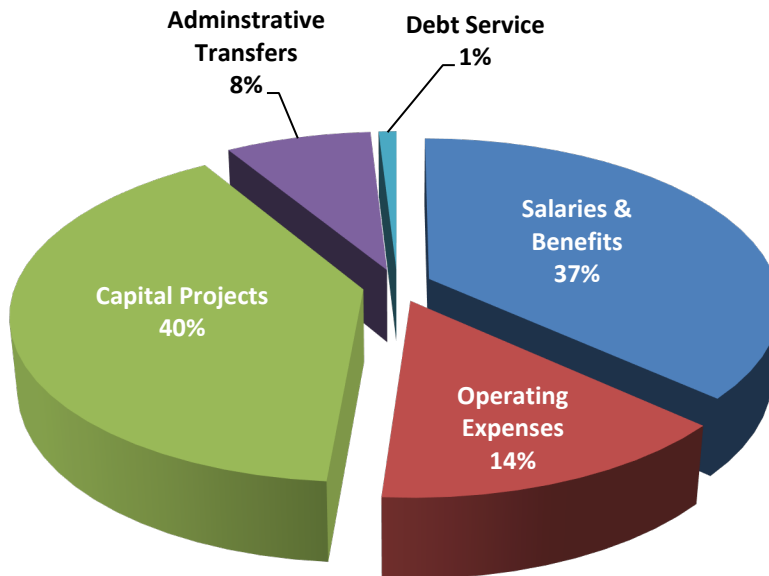
City management continues to work with grantor agencies to seek funding for future capital projects.

- The ad valorem millage rate is 7.1089, which is the same as adopted last year. Total ad valorem tax revenues budgeted are \$1,001,991, which is \$88,104 more than last year's budget. The FY 2020 General Fund property tax revenues are estimated at \$888,278, not including the City portion of the CRA property tax of \$113,714.
- 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 \$94,136. This amount may change based on the final adopted millage rates of the other taxing authorities.
- Major funding for capital projects continues in FY 2020 with the City taking advantage of our REDI status for project funding through the Saint Johns River Water Management District and FDOT.
- FDOT provided funding for the purchase of two (2) through-the-fence hangars. One hangar was purchased in FY 2018 and the other was purchased in FY 2019. Other projects funded by FDOT include the construction of partial parallel taxiway, which should be completed this later year as well as the extension of the runway next year and update of the Airport Master Plan.
- The waterline improvement project is ongoing and the \$700,000 CDBG Grant funds have been released. With ongoing construction oversight by BESH, substantial construction is expected to be complete November 10<sup>th</sup> with final completion on December 10, 2019.





**Where it goes - by Function... \$10,174,666**



**Where it goes - by Category**

### **Roadway and Sidewalk Infrastructure**

Our roadway improvements continue to be a high priority in FY 2020 with over \$200,000 budgeted to complete resurfacing projects.

### **Employee Salaries and Benefits**

For FY 2020, the City health insurance costs only increased 0.7% due to low claims losses during last year. We also had a slight decrease in our dental insurance rates. For FY 2020, we will also be offering a lower cost health insurance alternative to employees this year in order to help lower premiums for both the employees and the City. The City will continue to contribute at the same level for the current plan for employees but will reduce the contribution for family members by 1%. If employees chose to switch to the lower coverage alternative, the City will cover the entire cost for the employee and will cover an additional 3% for families. The City will continue its non-tobacco use and annual physical incentive program in FY 2020. We will again be increasing the amount paid by those that choose not to participate. Worker's compensation is expecting a relatively flat rate as well for next year. 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% - 4.0% 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 rates remain flat for FY 2020. We went out for bid last year to ensure we have the most competitive rates and were able to secure a 2-year rate guarantee with our current provider.

### **Conclusion**

The Adopted Budget for Fiscal Year 2020 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

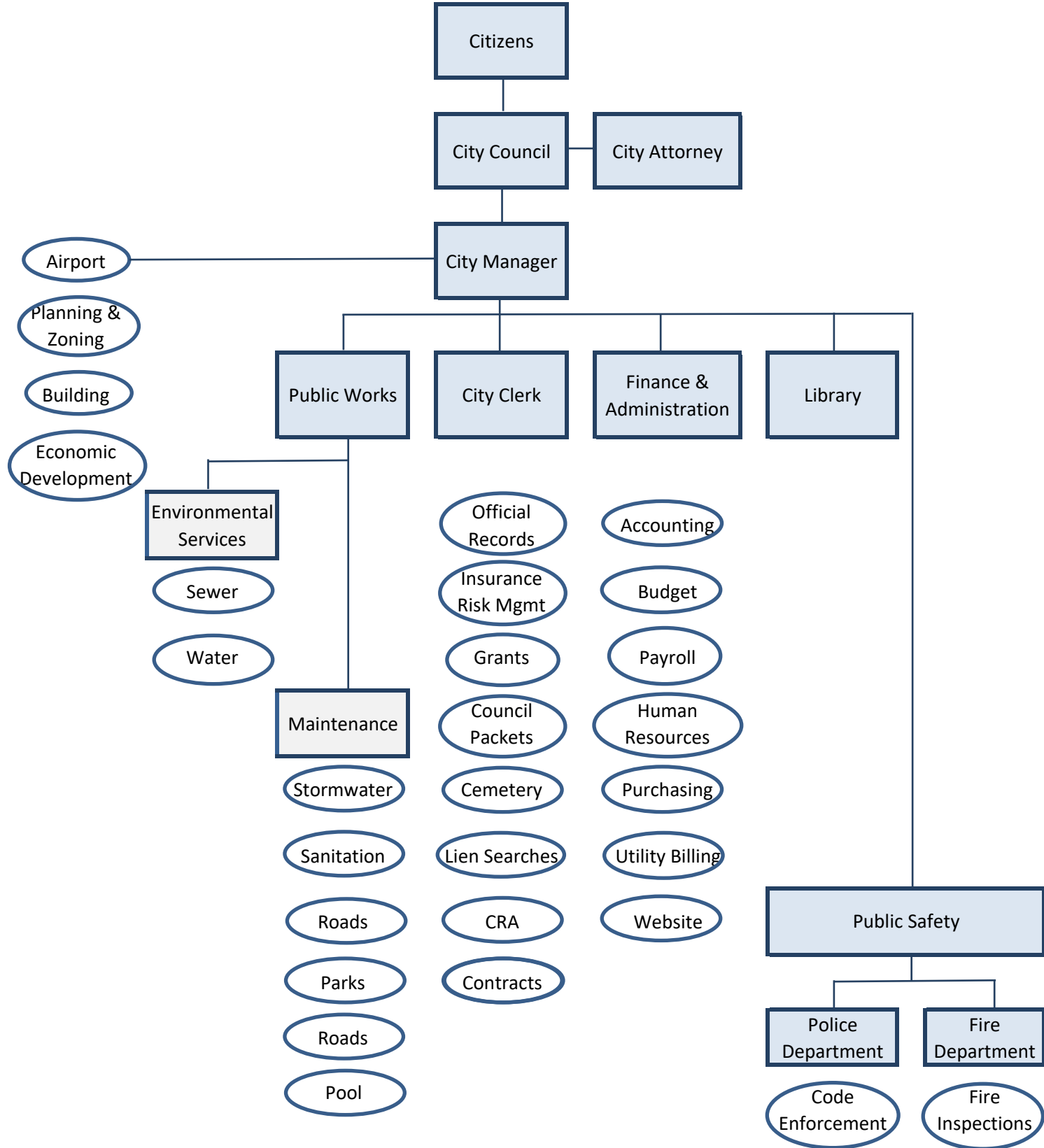
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### BUDGET CALENDAR FISCAL YEAR 2019-2020

| DATE     | TASKS   |
|----------|---|
| 05/31/19 | Preliminary estimate of property tax value due from Property Appraiser  |
| 06/01/19 | Departments begin budget preparation  |
| 06/15/19 | Finance reviews budgets with departments  |
| 06/25/19 | City Manager reviews budgets  |
| 06/28/19 | Certification of Taxable Value by Property Appraiser  |
| 07/30/19 | Budget workshop with City Council   |
| 07/30/19 | Budget workshop with CRA Board  |
| 07/30/19 | City Council sets Proposed Millage Rate (Special Meeting)   |
| 08/01/19 | Deadline to submit Fire Assessment Roll to Property Appraiser for inclusion on TRIM notice  |
| 08/02/19 | Statutory deadline to notify Property Appraiser of proposed millage rate and the date, time and place of the first public budget hearing            |
| 08/06/19 | Budget workshop with City Council   |
| 08/24/19 | Deadline for Property Appraiser to mail TRIM notices  |
| 09/11/19 | Public Hearing to adopt tentative budget and millage rates, set final public hearing date, time and place.  |
| 09/11/19 | Adopt Final Fire Assessment Resolution  |
| 09/13/19 | Certify Fire Assessment Roll to Tax Collector   |
| 09/17/19 | CRA Meeting to adopt CRA budget (held prior to Final Public Hearing)  |
| 09/17/19 | Final Public Hearing to adopt FY 2019 millage rates and budget  |
| 09/20/19 | Deadline to send adopted Millage Resolution to Property Appraiser, Tax Collector and the Florida Department of Revenue (3 days after final hearing) |



Organizational Chart





**CITY OF UMATILLA**

**FISCAL YEAR 2019-2020**

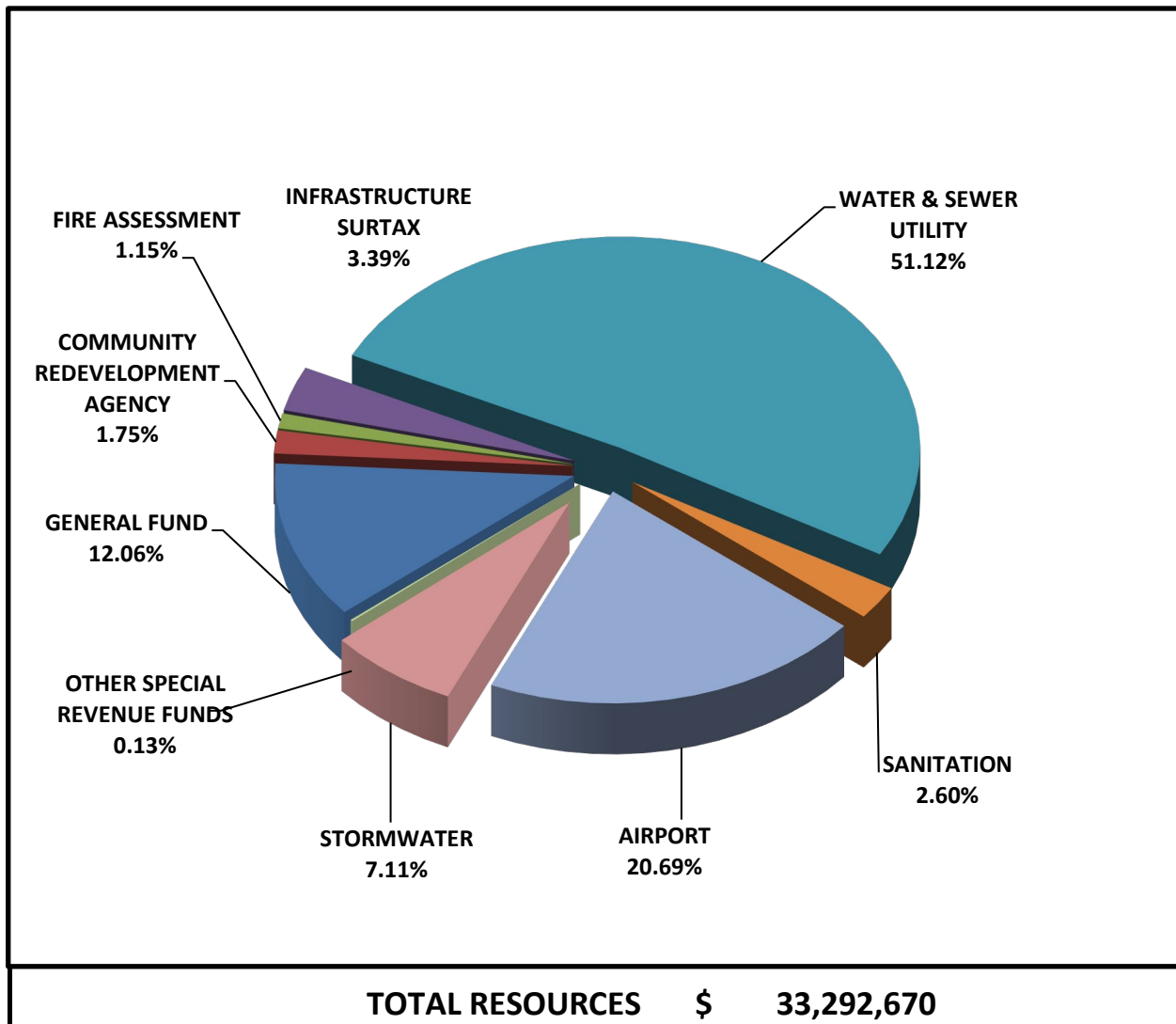
**BUDGET SUMMARY**

|   | GENERAL<br>FUND    | SPECIAL<br>REVENUE<br>FUNDS | CAPITAL<br>PROJECTS<br>FUND | ENTERPRISE<br>FUNDS | TOTAL               |
|---|--------------------|-----------------------------|-----------------------------|---------------------|---------------------|
| CASH BALANCES BROUGHT FORWARD                                 | \$803,946          | \$421,609                   | \$707,622                   | \$22,351,945        | \$24,285,122        |
| <b>ESTIMATED REVENUES:</b>                                    |                    |                             |                             |                     |                     |
| Ad Valorem Taxes - Millage 7.1089                             | 888,278            | 207,850                     | -                           | -                   | 1,096,128           |
| Sales and Use Taxes   | 85,153             | -                           | 422,545                     | -                   | 507,698             |
| Franchise Fees  | 285,500            | -                           | -                           | -                   | 285,500             |
| Utility Service Taxes   | 351,000            | -                           | -                           | -                   | 351,000             |
| Communications Services Tax                                   | 135,488            | -                           | -                           | -                   | 135,488             |
| Licenses and Permits  | 108,500            | -                           | -                           | -                   | 108,500             |
| Intergovernmental   | 531,494            | -                           | -                           | 2,292,811           | 2,824,305           |
| Charges for Services  | 49,500             | 350,287                     | -                           | 2,491,170           | 2,890,957           |
| Fines and Forfeitures   | 20,800             | 500                         | -                           | -                   | 21,300              |
| Miscellaneous   | 41,500             | 4,500                       | 100                         | 3,800               | 49,900              |
| Other Financing Sources                                       | 713,644            | 23,128                      | -                           | -                   | 736,772             |
|   | <u>3,210,857</u>   | <u>586,265</u>              | <u>422,645</u>              | <u>4,787,781</u>    | <u>9,007,548</u>    |
| Total Estimated Revenues and<br>Cash Balances Brought Forward | <u>4,014,803</u>   | <u>1,007,874</u>            | <u>\$1,130,267</u>          | <u>\$27,139,726</u> | <u>33,292,670</u>   |
| <b>ESTIMATED EXPENDITURES/EXPENSES:</b>                       |                    |                             |                             |                     |                     |
| General Government  | 868,791            | -                           | -                           | -                   | \$868,791           |
| Public Safety   | 1,027,615          | 337,981                     | -                           | -                   | 1,365,596           |
| Physical Environment  | 48,045             | -                           | -                           | 2,990,905           | 3,038,950           |
| Transportation  | 558,515            | -                           | 828,000                     | 1,744,436           | 3,130,951           |
| Culture & Recreation  | 622,680            | -                           | -                           | -                   | 622,680             |
| Economic Environment  | -                  | 449,045                     | -                           | -                   | 449,045             |
| Debt Service  | -                  | -                           | 56,558                      | 16,522              | 73,080              |
| Other Uses  | 25,573             | -                           | -                           | 600,000             | 625,573             |
|   | <u>3,151,219</u>   | <u>787,026</u>              | <u>884,558</u>              | <u>5,351,863</u>    | <u>10,174,666</u>   |
| Total Expenditures / Expenses                                 | <u>3,151,219</u>   | <u>787,026</u>              | <u>884,558</u>              | <u>5,351,863</u>    | <u>10,174,666</u>   |
| Reserves  | <u>863,584</u>     | <u>220,848</u>              | <u>245,709</u>              | <u>21,787,863</u>   | <u>23,118,004</u>   |
| Total Appropriated Expenditures/<br>Expenses and Reserves     | <u>\$4,014,803</u> | <u>\$1,007,874</u>          | <u>\$1,130,267</u>          | <u>\$27,139,726</u> | <u>\$33,292,670</u> |



**CITY OF UMATILLA**

**TOTAL BUDGET RESOURCES  
FISCAL YEAR 2019-2020**

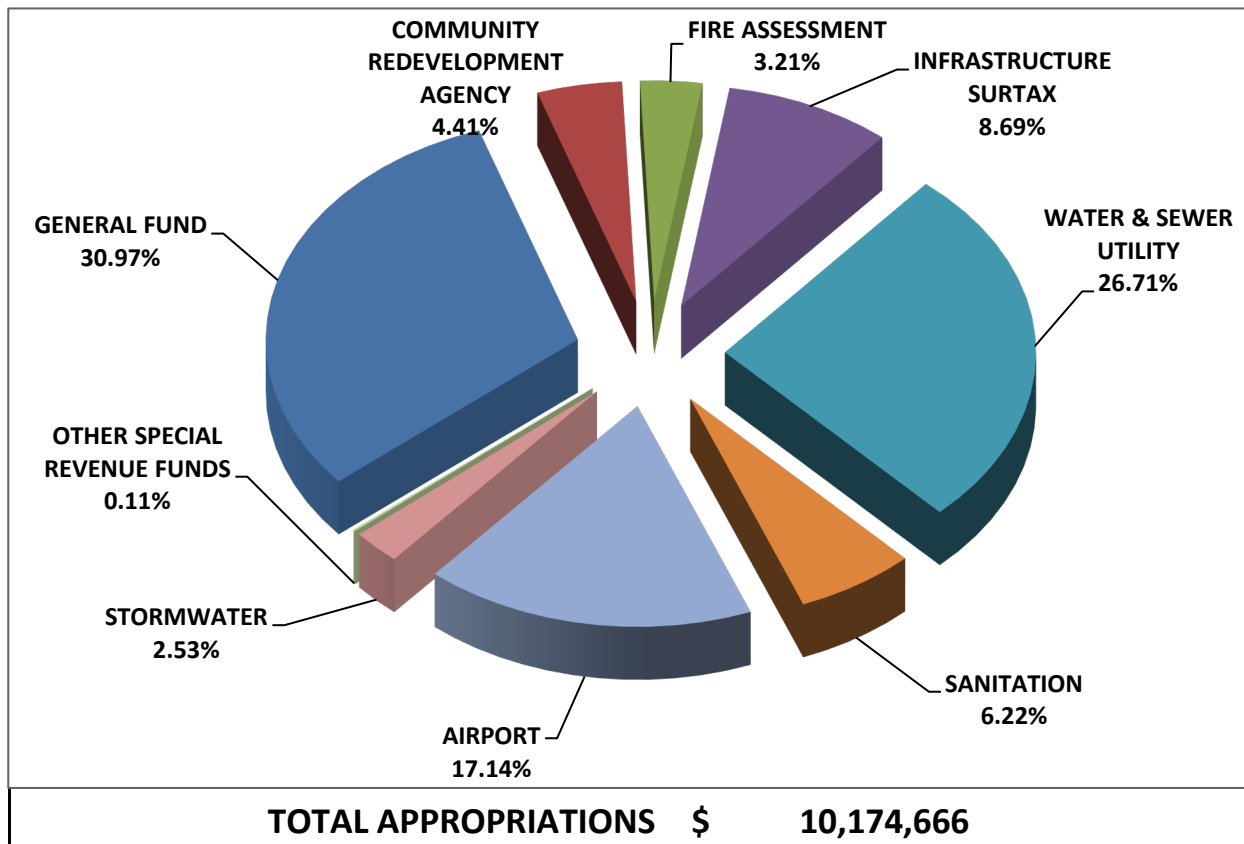


|                                | TOTALS               | PERCENT OF BUDGET |
|--------------------------------|----------------------|-------------------|
| GENERAL FUND                   | \$ 4,014,803         | 12.06%            |
| COMMUNITY REDEVELOPMENT AGENCY | 583,772              | 1.75%             |
| FIRE ASSESSMENT                | 381,842              | 1.15%             |
| INFRASTRUCTURE SURTAX          | 1,130,267            | 3.39%             |
| WATER & SEWER UTILITY          | 17,019,297           | 51.12%            |
| SANITATION                     | 864,337              | 2.60%             |
| AIRPORT                        | 6,888,826            | 20.69%            |
| STORMWATER                     | 2,367,266            | 7.11%             |
| OTHER SPECIAL REVENUE FUNDS    | 42,260               | 0.13%             |
| <b>TOTAL RESOURCES</b>         | <b>\$ 33,292,670</b> | <b>100.00%</b>    |



# CITY OF UMATILLA

## TOTAL BUDGET APPROPRIATIONS FISCAL YEAR 2019-2020

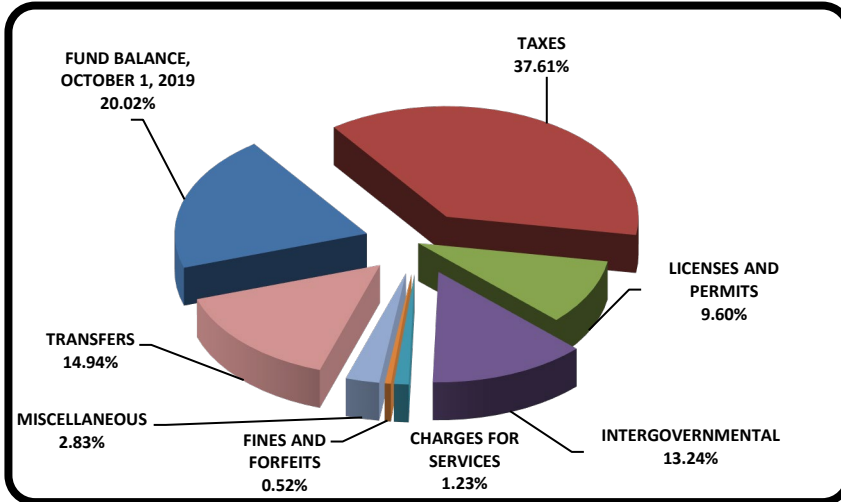


|                                | TOTALS               | PERCENT OF BUDGET |
|--------------------------------|----------------------|-------------------|
| GENERAL FUND                   | \$ 3,151,219         | 30.97%            |
| COMMUNITY REDEVELOPMENT AGENCY | 449,045              | 4.41%             |
| FIRE ASSESSMENT                | 326,745              | 3.21%             |
| INFRASTRUCTURE SURTAX          | 884,558              | 8.69%             |
| WATER & SEWER UTILITY          | 2,717,282            | 26.71%            |
| SANITATION                     | 632,445              | 6.22%             |
| AIRPORT                        | 1,744,436            | 17.14%            |
| STORMWATER                     | 257,700              | 2.53%             |
| OTHER SPECIAL REVENUE FUNDS    | 11,236               | 0.11%             |
| <b>TOTAL EXPENDITURES</b>      | <b>\$ 10,174,666</b> | <b>100.00%</b>    |

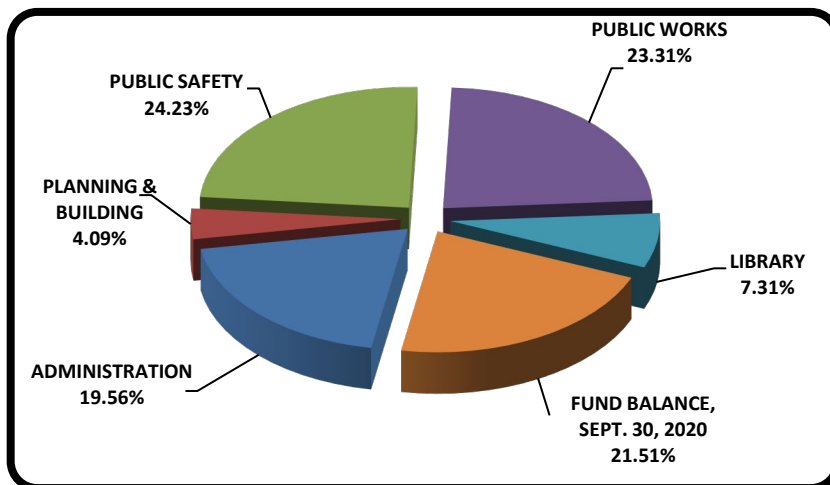




# GENERAL FUND



|                                  | BUDGET             | PERCENT REVENUES |
|----------------------------------|--------------------|------------------|
| FUND BALANCE, OCTOBER 1, 2019    | \$ 803,946         | 20.02%           |
| TAXES                            | 1,509,919          | 37.61%           |
| LICENSES AND PERMITS             | 385,500            | 9.60%            |
| INTERGOVERNMENTAL                | 531,494            | 13.24%           |
| CHARGES FOR SERVICES             | 49,500             | 1.23%            |
| FINES AND FORFEITS               | 20,800             | 0.52%            |
| MISCELLANEOUS                    | 113,644            | 2.83%            |
| TRANSFERS                        | 600,000            | 14.94%           |
| <b>TOTAL AVAILABLE RESOURCES</b> | <b>\$4,014,803</b> | <b>100.00%</b>   |



|                               | BUDGET             | PERCENT EXPENSES |
|-------------------------------|--------------------|------------------|
| ADMINISTRATION                | \$ 785,164         | 19.56%           |
| PLANNING & BUILDING           | 164,200            | 4.09%            |
| PUBLIC SAFETY                 | 972,615            | 24.23%           |
| PUBLIC WORKS                  | 935,885            | 23.31%           |
| LIBRARY                       | 293,355            | 7.31%            |
| FUND BALANCE, SEPT. 30, 2020  | 863,584            | 21.51%           |
| <b>TOTAL USE OF RESOURCES</b> | <b>\$4,014,803</b> | <b>100.00%</b>   |





# CITY OF UMATILLA

## GENERAL FUND BUDGET SUMMARY

|  | 2018             | 2019             | 2019             | 2020             |
|--|------------------|------------------|------------------|------------------|
|  | ACTUAL           | BUDGET           | ESTIMATE         | BUDGET           |
| <b>FUND BALANCE, OCTOBER 1</b>         | \$ 746,315       | \$ 765,922       | \$ 594,998       | \$ 803,946       |
| <b>ADD REVENUES:</b>                   |                  |                  |                  |                  |
| <b>TAXES:</b>                          |                  |                  |                  |                  |
| 001-311-100 Ad Valorem Taxes @ 7.1089  | 747,254          | 809,328          | 788,167          | 888,278          |
| 001-311-200 Ad Valorem Tax Delinq.     | 42,354           | 41,000           | 53,955           | 41,500           |
| 001-312-100 \$.06 Local Option Gas Tax | 76,579           | 85,435           | 83,275           | 85,153           |
| 001-314-100 Excise - Electric          | 291,229          | 285,000          | 288,990          | 290,000          |
| 001-314-300 Excise - Water             | 48,518           | 49,000           | 48,745           | 50,000           |
| 001-314-400 Excise - Gas               | 10,789           | 10,800           | 11,000           | 11,000           |
| 001-315-100 Communications Svcs Tax    | 135,693          | 140,615          | 135,900          | 135,488          |
| 001-316-100 Local Business Tax         | 12,356           | 7,300            | 6,785            | 8,500            |
| <b>TOTAL</b>                           | <b>1,364,772</b> | <b>1,428,478</b> | <b>1,416,817</b> | <b>1,509,919</b> |
| <b>LICENSES AND PERMITS:</b>           |                  |                  |                  |                  |
| 001-322-100 Building Permits           | 72,263           | 80,000           | 47,590           | 80,000           |
| 001-322-200 City Permits               | 2,810            | 2,000            | 4,500            | 20,000           |
| 001-323-100 Franchise Fees-Electric    | 241,018          | 240,000          | 238,985          | 245,000          |
| 001-323-400 Franchise Fees-Gas         | 4,947            | 4,600            | 5,155            | 5,500            |
| 001-323-700 Franchise Fees-Garbage     | 30,105           | 35,000           | 30,650           | 35,000           |
| <b>TOTAL</b>                           | <b>351,143</b>   | <b>361,600</b>   | <b>326,880</b>   | <b>385,500</b>   |
| <b>INTERGOVERNMENTAL REVENUES:</b>     |                  |                  |                  |                  |
| 001-331-200 Federal Justice Grants     | 577              | -                | -                | -                |
| 001-331-620 FEMA - Hurricane Irma      | 5,340            | -                | -                | -                |
| 001-334-201 State Pension Contribution | 32,337           | -                | -                | -                |
| 001-334-620 State - Hurricane Irma     | 890              | -                | -                | -                |
| 001-335-120 State Revenue Sharing      | 137,718          | 159,720          | 159,545          | 163,862          |
| 001-335-140 Mobile Home Licenses       | 3,890            | 3,100            | 4,020            | 4,500            |
| 001-335-150 Alcoholic Bev Licenses     | 2,021            | 2,300            | 2,890            | 3,000            |
| 001-335-180 1/2 Cent Sales Tax         | 247,822          | 249,400          | 250,425          | 253,632          |
| 001-335-490 Reb On Muni. Gas Tax       | 2,738            | 2,600            | 2,960            | 3,500            |
| 001-337-710 County Grants-Library      | 63,252           | 65,000           | 69,160           | 65,000           |
| 001-338-200 County Occup. Licenses     | 3,809            | 2,000            | 2,240            | 3,000            |
| 001-338-300 \$.01 County Gas Tax       | 26,085           | 30,000           | 29,115           | 35,000           |
| <b>TOTAL</b>                           | <b>526,479</b>   | <b>514,120</b>   | <b>520,355</b>   | <b>531,494</b>   |



# CITY OF UMATILLA

## GENERAL FUND BUDGET SUMMARY

|                                       | 2018             | 2019             | 2019             | 2020             |
|---------------------------------------|------------------|------------------|------------------|------------------|
|                                       | ACTUAL           | BUDGET           | ESTIMATE         | BUDGET           |
| <b>Revenues Continued</b>             |                  |                  |                  |                  |
| <b>CHARGES FOR SERVICES:</b>          |                  |                  |                  |                  |
| 001-341-300 Zoning Fees               | 3,642            | 5,000            | 4,660            | 20,000           |
| 001-342-100 Police Services           | 707              | 1,000            | 1,900            | 2,000            |
| 001-347-240 Swimming Pool             | 5,184            | 5,500            | 6,953            | 7,500            |
| 001-347-500 Community Building Rent   | 3,822            | 4,000            | 6,000            | 20,000           |
| <b>TOTAL</b>                          | <b>13,355</b>    | <b>15,500</b>    | <b>19,513</b>    | <b>49,500</b>    |
| <b>FINES AND FORFEITS:</b>            |                  |                  |                  |                  |
| 001-351-100 Court Fines               | 5,679            | 4,250            | 6,550            | 7,500            |
| 001-351-500 Parking Fines             | 30               | 200              | 50               | 200              |
| 001-352-100 Library Fines             | 5,226            | 4,100            | 5,900            | 6,000            |
| 001-354-210 False Alarm Fees - Police | -                | 500              | 150              | 500              |
| 001-354-220 False Alarm Fees - Fire   | -                | 100              | -                | 100              |
| 001-354-300 Code Violations           | 30,490           | 5,000            | -                | 5,000            |
| 001-354-400 Abandoned Property Reg    | 900              | 1,500            | 1,350            | 1,500            |
| <b>TOTAL</b>                          | <b>42,325</b>    | <b>15,650</b>    | <b>14,000</b>    | <b>20,800</b>    |
| <b>MISCELLANEOUS REVENUES:</b>        |                  |                  |                  |                  |
| 001-361-100 Interest Earned           | 6,085            | 2,500            | 8,500            | 15,000           |
| 001-361-310 Interest-Property Taxes   | 2,560            | 2,500            | 2,457            | 2,500            |
| 001-362-100 Cell Tower Rental         | 54,847           | 20,000           | 20,540           | 20,765           |
| 001-364-100 Cemetery Lots             | 6,650            | 7,500            | 7,575            | 7,500            |
| 001-364-200 Cemetery Mgmt Fee         | 1,625            | 2,250            | 1,750            | 2,250            |
| 001-364-500 Insurance Proceeds        | 5,399            | -                | 1,795            | -                |
| 001-369-901 Library e-Rate Revenue    | 16,884           | 8,450            | 7,200            | 8,450            |
| 001-369-900 Reimbursed Expenses       | 4,061            | -                | 3,613            | -                |
| 001-369-920 Other Misc. Revenues      | 32,146           | 6,000            | 40,200           | 40,000           |
| 001-381-400 Library Endowment         | 5,000            | 5,000            | 5,000            | 7,000            |
| 001-381-402 Sanitation Transfer       | 300,000          | 250,000          | 250,000          | 250,000          |
| 001-381-410 Water & Sewer Transfer    | 200,000          | 350,000          | 350,000          | 350,000          |
| 001-381-411 FDOT Traffic Signal Maint | 9,648            | 9,645            | 10,269           | 10,179           |
| <b>TOTAL</b>                          | <b>644,905</b>   | <b>663,845</b>   | <b>708,899</b>   | <b>713,644</b>   |
| <b>TOTAL REVENUES</b>                 | <b>2,942,979</b> | <b>2,999,193</b> | <b>3,006,464</b> | <b>3,210,857</b> |
| <b>TOTAL AVAILABLE RESOURCES</b>      | <b>3,689,294</b> | <b>3,765,115</b> | <b>3,601,462</b> | <b>4,014,803</b> |



**CITY OF UMATILLA**

**GENERAL FUND BUDGET SUMMARY**

|                                   | <u>2018</u>              | <u>2019</u>              | <u>2019</u>              | <u>2020</u>              |
|-----------------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
|                                   | <u>ACTUAL</u>            | <u>BUDGET</u>            | <u>ESTIMATE</u>          | <u>BUDGET</u>            |
| <b>DEDUCT EXPENDITURES:</b>       |                          |                          |                          |                          |
| CITY COUNCIL                      | 82,951                   | 82,823                   | 68,252                   | 81,866                   |
| FINANCE & ADMINISTRATION          | 635,799                  | 594,420                  | 592,354                  | 660,325                  |
| PLANNING                          | 22,958                   | 71,660                   | 69,074                   | 109,200                  |
| GENERAL GOVERNMENT                | 63,842                   | 59,300                   | 59,966                   | 42,973                   |
| POLICE                            | 839,592                  | 897,831                  | 865,663                  | 910,020                  |
| CODE ENFORCEMENT                  | 74,356                   | 61,180                   | 59,080                   | 62,595                   |
| FIRE                              | 237,742                  | -                        | -                        | -                        |
| BUILDING                          | 56,806                   | 60,000                   | 38,072                   | 55,000                   |
| CEMETERY                          | 41,947                   | 42,170                   | 33,000                   | 48,045                   |
| ROADS & STREETS                   | 526,682                  | 515,675                  | 478,967                  | 558,515                  |
| LIBRARY                           | 242,976                  | 297,480                  | 272,144                  | 293,355                  |
| PARKS & RECREATION                | 268,645                  | 258,890                  | 260,944                  | 329,325                  |
| <b>TOTAL EXPENDITURES</b>         | <b><u>3,094,296</u></b>  | <b><u>2,941,429</u></b>  | <b><u>2,797,516</u></b>  | <b><u>3,151,219</u></b>  |
| <b>FUND BALANCE, SEPTEMBER 30</b> | <b><u>\$ 594,998</u></b> | <b><u>\$ 823,686</u></b> | <b><u>\$ 803,946</u></b> | <b><u>\$ 863,584</u></b> |



## CITY COUNCIL

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### 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.

|                        | 2018<br>ACTUAL   | 2019<br>BUDGET   | 2019<br>ESTIMATE | 2020<br>BUDGET   |
|------------------------|------------------|------------------|------------------|------------------|
| PERSONAL SERVICES      | \$ 31,194        | \$ 31,196        | \$ 29,220        | \$ 27,288        |
| OPERATING EXPENDITURES | 51,757           | 51,627           | 39,032           | 54,578           |
|                        | <u>\$ 82,951</u> | <u>\$ 82,823</u> | <u>\$ 68,252</u> | <u>\$ 81,866</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>2018</u>   | <u>2019</u>   | <u>2019</u>     | <u>2020</u>   |
|--------------------------------------|---------------|---------------|-----------------|---------------|
|                                      | <u>ACTUAL</u> | <u>BUDGET</u> | <u>ESTIMATE</u> | <u>BUDGET</u> |
| <b>PERSONAL SERVICES:</b>            |               |               |                 |               |
| 001-511-110 REGULAR SALARIES & WAGES | 28,800        | 28,800        | 27,000          | 25,200        |
| 001-511-210 FICA TAXES               | 2,203         | 2,203         | 2,070           | 1,928         |
| 001-511-240 WORKERS COMPENSATION     | 191           | 193           | 150             | 160           |
| <b>PERSONAL SERVICES TOTAL</b>       | <b>31,194</b> | <b>31,196</b> | <b>29,220</b>   | <b>27,288</b> |
| <b>OPERATING EXPENDITURES:</b>       |               |               |                 |               |
| 001-511-310 ATTORNEY SERVICES        | 36,114        | 32,000        | 25,000          | 32,000        |
| 001-511-400 TRAVEL AND PER DIEM      | 2,703         | 5,888         | 3,000           | 7,438         |
| 001-511-420 POSTAGE                  | 16            | 50            | 50              | 50            |
| 001-511-450 INSURANCE                | 3,499         | 3,764         | 1,613           | 1,615         |
| 001-511-480 PROMOTIONAL ACTIVITIES   | -             | -             | 984             | -             |
| 001-511-490 OTHER CURRENT CHARGES    | 974           | 200           | 644             | 600           |
| 001-511-491 ADVERTISING              | 4,151         | 3,000         | 3,000           | 3,000         |
| 001-511-510 OFFICE SUPPLIES          | 116           | 50            | 1,841           | 50            |
| 001-511-520 OPERATING SUPPLIES       | 3,585         | 5,000         | 1,500           | 5,000         |
| 001-511-540 DUES AND SUBSCRIPTIONS   | 599           | 1,125         | 1,100           | 1,125         |
| 001-511-550 TRAINING                 | -             | 550           | 300             | 3,700         |
| <b>OPERATING EXPENDITURES TOTAL</b>  | <b>51,757</b> | <b>51,627</b> | <b>39,032</b>   | <b>54,578</b> |
| <b>TOTAL CITY COUNCIL</b>            | <b>82,951</b> | <b>82,823</b> | <b>68,252</b>   | <b>81,866</b> |



## CITY COUNCIL

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### MANPOWER ANALYSIS

| <b>POSITION</b> | <b>2018</b> | <b>2019</b> | <b>2020</b> |
|-----------------|-------------|-------------|-------------|
| MAYOR           | 1.0         | 1.0         | 1.0         |
| COUNCIL MEMBERS | 5.0         | 4.0         | 4.0         |
| <b>TOTAL</b>    | <b>6.0</b>  | <b>5.0</b>  | <b>5.0</b>  |





## FINANCE & ADMINISTRATION

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### 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.

|                        | 2018<br>ACTUAL    | 2019<br>BUDGET    | 2019<br>ESTIMATE  | 2020<br>BUDGET    |
|------------------------|-------------------|-------------------|-------------------|-------------------|
| PERSONAL SERVICES      | \$ 473,687        | \$ 436,075        | \$ 431,994        | \$ 495,750        |
| OPERATING EXPENDITURES | 162,112           | 158,345           | 160,360           | 160,975           |
| CAPITAL OUTLAY         | -                 | -                 | -                 | 3,600             |
|                        | <u>\$ 635,799</u> | <u>\$ 594,420</u> | <u>\$ 592,354</u> | <u>\$ 660,325</u> |

### OBJECTIVES:

- ☆ Proper allocation of City resources and manpower in conformance with City Council
- ☆ To provide complete and accurate financial data on a timely basis.
- ☆ To continue to produce a Comprehensive Annual Financial Report that 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>2018</u>              | <u>2019</u>    | <u>2019</u>     | <u>2020</u>    |                |
|---|--------------------------|----------------|-----------------|----------------|----------------|
|   | <u>ACTUAL</u>            | <u>BUDGET</u>  | <u>ESTIMATE</u> | <u>BUDGET</u>  |                |
| <b>PERSONAL SERVICES:</b>                 |                          |                |                 |                |                |
| 001-513-120                               | REGULAR SALARIES & WAGES | 372,207        | 311,600         | 328,900        | 336,395        |
| 001-513-140                               | OVERTIME                 | 282            | 1,000           | 5,175          | 5,000          |
| 001-513-210                               | FICA TAXES               | 27,612         | 23,840          | 24,360         | 26,195         |
| 001-513-220                               | RETIREMENT CONTRIBUTION  | 40,217         | 46,075          | 40,300         | 50,360         |
| 001-513-230                               | LIFE & HEALTH INSURANCE  | 32,724         | 52,910          | 31,200         | 77,000         |
| 001-513-240                               | WORKERS COMPENSATION     | 645            | 650             | 468            | 800            |
| 001-513-250                               | UNEMPLOYMENT COMP        | -              | -               | 1,591          | -              |
| <b>PERSONAL SERVICES TOTAL</b>            |                          | <b>473,687</b> | <b>436,075</b>  | <b>431,994</b> | <b>495,750</b> |
| <b>OPERATING EXPENDITURES:</b>            |                          |                |                 |                |                |
| 001-513-311                               | ATTORNEY SERVICES        | 2,846          | 2,000           | 1,750          | 2,000          |
| 001-513-320                               | ACCOUNTING & AUDITING    | 15,500         | 18,500          | 15,500         | 18,500         |
| 001-513-321                               | CONTRACT ACCOUNTING      | 2,478          | 450             | 450            | 450            |
| 001-513-340                               | CONTRACTUAL SERVICES     | 77,406         | 62,940          | 53,000         | 58,630         |
| 001-513-400                               | TRAVEL AND PER DIEM      | 5,322          | 9,600           | 7,675          | 9,600          |
| 001-513-410                               | COMMUNICATION SERVICES   | 4,482          | 5,500           | 5,485          | 5,500          |
| 001-513-420                               | POSTAGE                  | 1,179          | 2,000           | 1,500          | 2,000          |
| 001-513-430                               | UTILITY SERVICES         | 13,076         | 14,300          | 14,289         | 14,300         |
| 001-513-440                               | RENTALS & LEASES         | 1,660          | 2,500           | 4,000          | 4,000          |
| 001-513-450                               | INSURANCE                | 5,294          | 6,265           | 5,588          | 5,600          |
| 001-513-460                               | REPAIRS & MAINTENANCE    | 280            | 2,540           | 20,106         | 3,190          |
| 001-513-461                               | R&M - BUILDINGS          | 1,461          | 1,500           | -              | 1,500          |
| 001-513-462                               | R&M - EQUIPMENT          | 7,538          | 1,500           | 855            | 1,500          |
| 001-513-463                               | R&M - VEHICLE            | -              | -               | -              | 500            |
| 001-513-470                               | PRINTING & BINDING       | 276            | 500             | 400            | 500            |
| 001-513-490                               | OTHER CURRENT CHARGES    | 228            | 470             | 775            | 800            |
| 001-513-491                               | LEGAL ADVERTISING        | -              | 700             | 697            | 700            |
| 001-513-510                               | OFFICE SUPPLIES          | 11,439         | 16,290          | 18,920         | 19,990         |
| 001-513-520                               | OPERATING SUPPLIES       | 6,972          | 5,700           | 3,700          | 5,700          |
| 001-513-522                               | FUEL & OIL               | -              | -               | 350            | 500            |
| 001-513-540                               | DUES & SUBSCRIPTIONS     | 1,791          | 1,415           | 1,520          | 1,415          |
| 001-513-550                               | TRAINING                 | 2,884          | 3,675           | 3,800          | 4,100          |
| <b>OPERATING EXPENDITURES TOTAL</b>       |                          | <b>162,112</b> | <b>158,345</b>  | <b>160,360</b> | <b>160,975</b> |
| <b>CAPITAL OUTLAY:</b>                    |                          |                |                 |                |                |
| 001-513-680                               | INTANGIBLE ASSETS        | -              | -               | -              | 3,600          |
| <b>CAPITAL OUTLAY TOTAL</b>               |                          | <b>-</b>       | <b>-</b>        | <b>-</b>       | <b>3,600</b>   |
| <b>TOTAL FINANCE &amp; ADMINISTRATION</b> |                          | <b>635,799</b> | <b>594,420</b>  | <b>592,354</b> | <b>660,325</b> |



## FINANCE & ADMINISTRATION

### MANPOWER ANALYSIS

| <u>POSITION</u>                           | <u>2018</u> | <u>2019</u> | <u>2020</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         |
| PERMIT CLERK*                             | 1.0         | -           | -           |
| ACCOUNTING CLERK II                       | 1.0         | 2.0         | 2.0         |
| ACCOUNTING CLERK I (split with Utilities) | 0.5         | 0.5         | 0.5         |
| CUSTOMER SERVICE REPRESENTATIVE           | 1.0         | 1.0         | 1.0         |
| CASHIER - PT (2)                          | 1.0         | -           | -           |
| <b>TOTAL</b>                              | <b>7.5</b>  | <b>6.5</b>  | <b>6.5</b>  |

*\*Position moved to Planning & Community Development Department*

### CAPITAL OUTLAY

#### General Fund

001-513-680 - Intangible Assets  
 Upgrade City telephone system software \$ 3,600

#### Infrastructure Surtax Fund

301-513-620 - Buildings  
 City Hall - South side restrooms, drywall, and floors \$ 20,000





## GENERAL GOVERNMENT SERVICES

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### GOALS:

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

|                        | 2018<br>ACTUAL   | 2019<br>BUDGET   | 2019<br>ESTIMATE | 2020<br>BUDGET   |
|------------------------|------------------|------------------|------------------|------------------|
| OPERATING EXPENDITURES | 62,314           | -                | 57,550           | 40,528           |
| OTHER USES             | 1,528            | 59,300           | 2,416            | 2,445            |
|                        | <u>\$ 63,842</u> | <u>\$ 59,300</u> | <u>\$ 59,966</u> | <u>\$ 42,973</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>2018</u>   | <u>2019</u>   | <u>2019</u>     | <u>2020</u>   |
|--|---------------|---------------|-----------------|---------------|
|  | <u>ACTUAL</u> | <u>BUDGET</u> | <u>ESTIMATE</u> | <u>BUDGET</u> |
| <b>OPERATING EXPENDITURES:</b>           |               |               |                 |               |
| 001-519-340 CONTRACTUAL SERVICES         | 52,389        | -             | -               | -             |
| 001-519-821 CIVIC FUNCTION SUPPORT       | 9,925         | 17,400        | 17,200          | 17,400        |
| 001-519-910 INTERFUND TRANSFERS          | -             | 40,350        | 40,350          | 23,128        |
| 001-519-990 OTHER USES                   | 1,528         | 1,550         | 2,416           | 2,445         |
| <b>TOTAL GENERAL GOVERNMENT SERVICES</b> | <b>63,842</b> | <b>59,300</b> | <b>59,966</b>   | <b>42,973</b> |

### SELECTED LINE ITEM DETAIL

|   | <u>2018</u>   | <u>2019</u>   | <u>2019</u>     | <u>2020</u>   |
|---|---------------|---------------|-----------------|---------------|
|   | <u>ACTUAL</u> | <u>BUDGET</u> | <u>ESTIMATE</u> | <u>BUDGET</u> |
| <b>001-519-821 CIVIC FUNCTION SUPPORT</b> |               |               |                 |               |
| EVENT SPONSORSHIP                         | 2,225         | 5,400         | 8,000           | 5,400         |
| HISTORICAL SOCIETY                        | -             | 4,000         | -               | 4,000         |
| CHAMBER COMMUNITY PARTNER                 | 3,000         | 3,000         | 3,000           | 3,000         |
| CRACKER CHRISTMAS                         | 1,500         | 1,500         | 1,500           | 1,500         |
| WILDLIFE FESTIVAL                         | 1,700         | 1,500         | 2,500           | 1,500         |
| PROJECT GRADUATION                        | 500           | 500           | 500             | 500           |
| HIGH SCHOOL SCHOLARSHIP                   | 500           | 500           | 500             | 500           |
| BREAKFAST FOR EDUCATORS                   | -             | 500           | 500             | 500           |
| EARLY CHILDHOOD EDUCATION                 | 500           | 500           | 500             | 500           |
|   | <b>9,925</b>  | <b>17,400</b> | <b>17,000</b>   | <b>17,400</b> |



## 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.

|                        | 2018<br>ACTUAL   | 2019<br>BUDGET   | 2019<br>ESTIMATE | 2020<br>BUDGET    |
|------------------------|------------------|------------------|------------------|-------------------|
| PERSONAL SERVICES      | \$ 646           | \$ 47,105        | \$ 47,673        | \$ 85,280         |
| OPERATING EXPENDITURES | 22,312           | 24,555           | 21,401           | 23,920            |
|                        | <u>\$ 22,958</u> | <u>\$ 71,660</u> | <u>\$ 69,074</u> | <u>\$ 109,200</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>2018</u>              | <u>2019</u>   | <u>2019</u>     | <u>2020</u>   |                |
|---|--------------------------|---------------|-----------------|---------------|----------------|
|   | <u>ACTUAL</u>            | <u>BUDGET</u> | <u>ESTIMATE</u> | <u>BUDGET</u> |                |
| <b>PERSONAL SERVICES:</b>                     |                          |               |                 |               |                |
| 001-515-120                                   | REGULAR SALARIES & WAGES | 559           | 31,130          | 31,235        | 54,925         |
| 001-515-140                                   | OVERTIME                 | -             | 500             | 1,500         | 500            |
| 001-515-210                                   | FICA TAXES               | 41            | 2,420           | 2,175         | 4,240          |
| 001-515-220                                   | RETIREMENT CONTRIBUTION  | 46            | 2,610           | 2,360         | 4,695          |
| 001-515-230                                   | LIFE & HEALTH INSURANCE  | -             | 10,295          | 10,289        | 20,690         |
| 001-515-240                                   | WORKERS COMPENSATION     | -             | 150             | 114           | 230            |
| <b>PERSONAL SERVICES TOTAL</b>                |                          | <b>646</b>    | <b>47,105</b>   | <b>47,673</b> | <b>85,280</b>  |
| <b>OPERATING EXPENDITURES:</b>                |                          |               |                 |               |                |
| 001-515-310                                   | PROFESSIONAL SERVICES    | 538           | -               | 135           | -              |
| 001-515-311                                   | ATTORNEY SERVICES        | 8,610         | 9,000           | 5,600         | 9,000          |
| 001-515-313                                   | COMMUNITY PLANNING       | 8,549         | 10,000          | 10,662        | 10,000         |
| 001-515-400                                   | TRAVEL & PER DIEM        | -             | 400             | 565           | 400            |
| 001-515-420                                   | POSTAGE                  | 14            | 100             | 50            | 100            |
| 001-515-450                                   | INSURANCE                | 1,941         | 2,085           | 934           | 950            |
| 001-515-490                                   | OTHER CURRENT CHARGES    | 19            | -               | 90            | 100            |
| 001-515-491                                   | LEGAL ADVERTISING        | 1,801         | 2,000           | 1,945         | 2,000          |
| 001-515-510                                   | OFFICE SUPPLIES          | -             | 100             | 475           | 500            |
| 001-515-540                                   | DUES & SUBSCRIPTIONS     | 840           | 420             | 420           | 420            |
| 001-515-550                                   | TRAINING                 | -             | 450             | 525           | 450            |
| <b>OPERATING EXPENDITURES TOTAL</b>           |                          | <b>22,312</b> | <b>24,555</b>   | <b>21,401</b> | <b>23,920</b>  |
| <b>TOTAL PLANNING &amp; COMMUNITY DEVELOP</b> |                          | <b>22,958</b> | <b>71,660</b>   | <b>69,074</b> | <b>109,200</b> |



## PLANNING & COMMUNITY DEVELOPMENT

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### MANPOWER ANALYSIS

| <u>POSITION</u> | <u>2018</u> | <u>2019</u> | <u>2020</u> |
|-----------------|-------------|-------------|-------------|
| PERMIT CLERK    | -           | 1.0 *       | 2.0         |
| <b>TOTAL</b>    | -           | <b>1.0</b>  | <b>2.0</b>  |

*\*Position moved from Finance & Administration Department*





## 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.

|                        | 2018<br>ACTUAL   | 2019<br>BUDGET   | 2019<br>ESTIMATE | 2020<br>BUDGET   |
|------------------------|------------------|------------------|------------------|------------------|
| PERSONAL SERVICES      | \$ -             | \$ -             | \$ -             | \$ -             |
| OPERATING EXPENDITURES | 56,806           | 60,000           | 38,072           | 55,000           |
| CAPITAL OUTLAY         | -                | -                | -                | -                |
|                        | <u>\$ 56,806</u> | <u>\$ 60,000</u> | <u>\$ 38,072</u> | <u>\$ 55,000</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

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|                                       | <u>2018</u>          | <u>2019</u>          | <u>2019</u>          | <u>2020</u>          |
|---------------------------------------|----------------------|----------------------|----------------------|----------------------|
|                                       | <u>ACTUAL</u>        | <u>BUDGET</u>        | <u>ESTIMATE</u>      | <u>BUDGET</u>        |
| <b>PERSONAL SERVICES:</b>             |                      |                      |                      |                      |
| 001-529-340 CONTRACT BLDG INSPECTIONS | 56,806               | 60,000               | 38,072               | 55,000               |
| <b>TOTAL BUILDING DEPARTMENT</b>      | <u><u>56,806</u></u> | <u><u>60,000</u></u> | <u><u>38,072</u></u> | <u><u>55,000</u></u> |





## LIBRARY

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### 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.

|                        | 2018<br>ACTUAL    | 2019<br>BUDGET    | 2019<br>ESTIMATE  | 2020<br>BUDGET    |
|------------------------|-------------------|-------------------|-------------------|-------------------|
| PERSONAL SERVICES      | \$ 183,824        | \$ 230,695        | \$ 209,614        | \$ 236,170        |
| OPERATING EXPENDITURES | 47,403            | 53,785            | 49,605            | 44,185            |
| CAPITAL OUTLAY         | 11,749            | 13,000            | 12,925            | 13,000            |
|                        | <u>\$ 242,976</u> | <u>\$ 297,480</u> | <u>\$ 272,144</u> | <u>\$ 293,355</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>2018</u>    | <u>2019</u>    | <u>2019</u>     | <u>2020</u>    |
|--------------------------------------|----------------|----------------|-----------------|----------------|
|                                      | <u>ACTUAL</u>  | <u>BUDGET</u>  | <u>ESTIMATE</u> | <u>BUDGET</u>  |
| <b>PERSONAL SERVICES:</b>            |                |                |                 |                |
| 001-571-120 REGULAR SALARIES & WAGES | 125,080        | 154,090        | 145,190         | 158,420        |
| 001-571-130 OVERTIME                 | -              | -              | 25              | -              |
| 001-571-210 FICA TAXES               | 9,048          | 11,790         | 10,600          | 12,120         |
| 001-571-220 RETIREMENT CONTRIBUTION  | 10,299         | 12,725         | 11,585          | 13,420         |
| 001-571-230 LIFE & HEALTH INSURANCE  | 38,502         | 51,180         | 41,505          | 51,460         |
| 001-571-240 WORKERS COMPENSATION     | 895            | 910            | 709             | 750            |
| <b>PERSONAL SERVICES TOTAL</b>       | <b>183,824</b> | <b>230,695</b> | <b>209,614</b>  | <b>236,170</b> |
| <b>OPERATING EXPENDITURES:</b>       |                |                |                 |                |
| 001-571-311 ATTORNEY SERVICES        | 120            | 200            | 200             | -              |
| 001-571-340 CONTRACTUAL SERVICES     | 2,387          | 1,680          | 1,610           | 1,680          |
| 001-571-400 TRAVEL AND PER DIEM      | 57             | 250            | 205             | 250            |
| 001-571-410 COMMUNICATION SERVICES   | 23,519         | 21,360         | 21,175          | 21,360         |
| 001-571-420 POSTAGE                  | -              | 50             | -               | -              |
| 001-571-430 UTILITY SERVICES         | 9,202          | 11,400         | 10,950          | 11,400         |
| 001-571-440 RENTALS & LEASES         | 45             | 1,060          | 1,669           | 1,060          |
| 001-571-450 INSURANCE                | 7,506          | 8,100          | 850             | 850            |
| 001-571-461 REPAIRS & MAINTENANCE    | 107            | 1,585          | 6,855           | 1,585          |
| 001-571-462 R&M - BUILDINGS          | 105            | 1,500          | 1,200           | 2,000          |
| 001-571-463 R&M - EQUIPMENT          | 596            | 1,500          | 600             | -              |
| 001-571-470 PRINTING                 | 5              | 100            | 101             | -              |
| 001-571-510 OFFICE SUPPLIES          | 2,845          | 3,000          | 2,500           | 2,500          |
| 001-571-520 OPERATING SUPPLIES       | 909            | 2,000          | 1,690           | 1,500          |
| <b>OPERATING EXPENDITURES TOTAL</b>  | <b>47,403</b>  | <b>53,785</b>  | <b>49,605</b>   | <b>44,185</b>  |
| <b>CAPITAL OUTLAY:</b>               |                |                |                 |                |
| 001-571-660 BOOK COLLECTION          | 11,749         | 13,000         | 12,925          | 13,000         |
| <b>CAPITAL OUTLAY TOTAL</b>          | <b>11,749</b>  | <b>13,000</b>  | <b>12,925</b>   | <b>13,000</b>  |
| <b>TOTAL LIBRARY</b>                 | <b>242,976</b> | <b>297,480</b> | <b>272,144</b>  | <b>293,355</b> |



## LIBRARY

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### MANPOWER ANALYSIS

| <u>POSITION</u>        | <u>2018</u> | <u>2019</u> | <u>2020</u> |
|------------------------|-------------|-------------|-------------|
| Library Director       | 1.0         | 1.0         | 1.0         |
| Librarians - Full Time | 4.0         | 4.0         | 4.0         |
| Librarians - Part Time | 2.0         | 2.0         | 2.0         |
| <b>TOTAL</b>           | <b>7.0</b>  | <b>7.0</b>  | <b>7.0</b>  |

### CAPITAL OUTLAY

|                                 |          |
|---------------------------------|----------|
| 001-571-660 - Library Materials |          |
| Annual Allocation               | \$ 6,000 |
| Endowment Allocation            | 7,000    |





## LAW ENFORCEMENT

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### 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.

|                        | 2018<br>ACTUAL    | 2019<br>BUDGET    | 2019<br>ESTIMATE  | 2020<br>BUDGET    |
|------------------------|-------------------|-------------------|-------------------|-------------------|
| PERSONAL SERVICES      | \$ 745,728        | \$ 772,655        | \$ 752,196        | \$ 793,815        |
| OPERATING EXPENDITURES | 93,864            | 125,176           | 113,467           | 116,205           |
| CAPITAL OUTLAY         | -                 | -                 | -                 | -                 |
|                        | <u>\$ 839,592</u> | <u>\$ 897,831</u> | <u>\$ 865,663</u> | <u>\$ 910,020</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>2018</u>               | <u>2019</u>    | <u>2019</u>     | <u>2020</u>    |                |
|-------------------------------------|---------------------------|----------------|-----------------|----------------|----------------|
|                                     | <u>ACTUAL</u>             | <u>BUDGET</u>  | <u>ESTIMATE</u> | <u>BUDGET</u>  |                |
| <b>PERSONAL SERVICES:</b>           |                           |                |                 |                |                |
| 001-521-120                         | REGULAR SALARIES & WAGES  | 475,064        | 497,845         | 499,305        | 520,440        |
| 001-521-125                         | INCENTIVE                 | 11,834         | 11,550          | 11,399         | 11,550         |
| 001-521-140                         | OVERTIME                  | 4,166          | 8,000           | 4,000          | 8,000          |
| 001-521-150                         | SPECIAL PAY               | 2,080          | -               | 1,320          | -              |
| 001-521-210                         | FICA TAXES                | 35,795         | 39,580          | 38,827         | 43,265         |
| 001-521-220                         | RETIREMENT CONTRIBUTION   | 46,946         | 29,155          | 26,894         | 27,210         |
| 001-521-230                         | LIFE & HEALTH INSURANCE   | 146,977        | 163,475         | 152,500        | 164,350        |
| 001-521-240                         | WORKERS COMPENSATION      | 22,866         | 23,050          | 17,951         | 19,000         |
| <b>PERSONAL SERVICES TOTAL</b>      |                           | <b>745,728</b> | <b>772,655</b>  | <b>752,196</b> | <b>793,815</b> |
| <b>OPERATING EXPENDITURES:</b>      |                           |                |                 |                |                |
| 001-521-310                         | PROFESSIONAL SERVICES     | 6,532          | 9,240           | 6,890          | 2,830          |
| 001-521-311                         | ATTORNEY SERVICES         | 1,060          | 2,000           | 1,150          | 2,000          |
| 001-521-340                         | CONTRACTUAL SERVICES      | 8,973          | 10,330          | 9,875          | 6,040          |
| 001-521-400                         | TRAVEL & PER DIEM         | 670            | 584             | 150            | 150            |
| 001-521-410                         | COMMUNICATION SERVICES    | 9,640          | 7,290           | 7,350          | 7,365          |
| 001-521-420                         | POSTAGE                   | 281            | 500             | 545            | 300            |
| 001-521-430                         | UTILITY SERVICES          | 5,083          | 7,000           | 6,985          | 7,000          |
| 001-521-440                         | RENTALS & LEASES          | 1,238          | 3,300           | 1,070          | 4,335          |
| 001-521-450                         | INSURANCE                 | 16,721         | 17,535          | 15,351         | 16,360         |
| 001-521-451                         | INSURANCE - PENSION BOARD | 1,908          | 100             | 100            | 100            |
| 001-521-460                         | REPAIRS & MAINTENANCE     | 5,565          | 9,230           | 5,465          | 8,825          |
| 001-521-461                         | R&M - BUILDINGS           | 496            | 717             | 146            | 500            |
| 001-521-462                         | R&M - EQUIPMENT           | 476            | 5,260           | 5,150          | 5,435          |
| 001-521-463                         | R&M - VEHICLES            | 8,768          | 8,000           | 8,500          | 8,000          |
| 001-521-470                         | PRINTING & BINDING        | 170            | 500             | 330            | 500            |
| 001-521-480                         | PROMOTIONAL ACTIVITIES    | -              | 600             | 550            | 600            |
| 001-521-490                         | OTHER CURRENT CHARGES     | -              | -               | 382            | -              |
| 001-521-510                         | OFFICE SUPPLIES           | 1,509          | 1,945           | 1,900          | 2,025          |
| 001-521-520                         | OPERATING SUPPLIES        | 860            | 10,800          | 11,500         | 13,595         |
| 001-521-521                         | UNIFORMS                  | 3,049          | 5,000           | 4,950          | 5,000          |
| 001-521-522                         | FUEL AND OIL              | 19,632         | 25,000          | 24,865         | 25,000         |
| 001-521-540                         | DUES & SUBSCRIPTIONS      | 583            | 245             | 245            | 245            |
| 001-521-550                         | TRAINING                  | 650            | -               | 18             | -              |
| <b>OPERATING EXPENDITURES TOTAL</b> |                           | <b>93,864</b>  | <b>125,176</b>  | <b>113,467</b> | <b>116,205</b> |
| <b>TOTAL LAW ENFORCEMENT</b>        |                           | <b>839,592</b> | <b>897,831</b>  | <b>865,663</b> | <b>910,020</b> |



## LAW ENFORCEMENT

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### MANPOWER ANALYSIS

| <u>POSITION</u>          | <u>2018</u> | <u>2019</u> | <u>2020</u> |
|--------------------------|-------------|-------------|-------------|
| POLICE CHIEF             | 1.0         | 1.0         | 1.0         |
| POLICE OFFICERS          | 8.0         | 8.0         | 8.0         |
| POLICE OFFICERS (PT)     | -           | -           | 2.0         |
| CROSSING GUARDS (PT)     | 2.0         | 2.0         | 2.0         |
| ADMINISTRATIVE ASSISTANT | 1.0         | 1.0         | 1.0         |
| <b>TOTAL</b>             | <b>12.0</b> | <b>12.0</b> | <b>14.0</b> |

### CAPITAL OUTLAY

#### Infrastructure Surtax Fund

#### 301-521-640 - Machinery and Equipment

|  |           |
|--|-----------|
| Police Vehicles (2)                          | \$ 85,510 |
| New Countywide Radios (10 year payment plan) | 8,080     |
| Replacement Server                           | 6,910     |



## CODE ENFORCEMENT

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### GOALS:

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

|                        | 2018<br>ACTUAL   | 2019<br>BUDGET   | 2019<br>ESTIMATE | 2020<br>BUDGET   |
|------------------------|------------------|------------------|------------------|------------------|
| PERSONAL SERVICES      | \$ 46,080        | \$ 48,710        | \$ 50,718        | \$ 52,630        |
| OPERATING EXPENDITURES | 9,786            | 12,470           | 8,362            | 9,965            |
| CAPITAL OUTLAY         | 18,490           | -                | -                | -                |
|                        | <u>\$ 74,356</u> | <u>\$ 61,180</u> | <u>\$ 59,080</u> | <u>\$ 62,595</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>2018</u>              | <u>2019</u>   | <u>2019</u>     | <u>2020</u>   |               |
|-------------------------------------|--------------------------|---------------|-----------------|---------------|---------------|
|                                     | <u>ACTUAL</u>            | <u>BUDGET</u> | <u>ESTIMATE</u> | <u>BUDGET</u> |               |
| <b>PERSONAL SERVICES:</b>           |                          |               |                 |               |               |
| 001-524-120                         | REGULAR SALARIES & WAGES | 29,696        | 31,150          | 33,570        | 34,280        |
| 001-524-140                         | OVERTIME                 | 44            | 100             | 180           | 500           |
| 001-524-210                         | FICA TAXES               | 2,204         | 2,385           | 2,490         | 2,660         |
| 001-524-220                         | RETIREMENT CONTRIBUTION  | 2,374         | 2,570           | 2,690         | 2,945         |
| 001-524-230                         | LIFE & HEALTH INSURANCE  | 9,732         | 10,295          | 10,070        | 10,345        |
| 001-524-240                         | WORKERS COMPENSATION     | 2,030         | 2,210           | 1,718         | 1,900         |
| <b>PERSONAL SERVICES TOTAL</b>      |                          | <b>46,080</b> | <b>48,710</b>   | <b>50,718</b> | <b>52,630</b> |
| <b>OPERATING EXPENDITURES:</b>      |                          |               |                 |               |               |
| 001-524-311                         | ATTORNEY SERVICES        | 2,420         | 3,500           | 2,500         | 3,500         |
| 001-524-340                         | CONTRACTUAL SERVICES     | 350           | -               | -             | -             |
| 001-524-410                         | COMMUNICATION SERVICES   | 1,200         | 1,150           | 1,080         | 1,150         |
| 001-524-420                         | POSTAGE                  | 337           | 450             | 280           | 400           |
| 001-524-450                         | INSURANCE                | 3,196         | 3,430           | 1,123         | 1,125         |
| 001-524-462                         | R&M - EQUIPMENT          | -             | 150             | -             | -             |
| 001-524-463                         | R&M - VEHICLES           | 527           | 500             | 150           | 500           |
| 001-524-470                         | PRINTING & BINDING       | -             | 100             | 75            | 100           |
| 001-524-490                         | OTHER CURRENT CHARGES    | 423           | 450             | 375           | 450           |
| 001-524-491                         | ADVERTISING              | 11            | 50              | 110           | 50            |
| 001-524-510                         | OFFICE SUPPLIES          | 121           | 550             | 884           | 550           |
| 001-524-520                         | OPERATING SUPPLIES       | 593           | 680             | 380           | 680           |
| 001-524-521                         | UNIFORMS                 | 196           | 200             | 200           | 200           |
| 001-524-521                         | FUEL AND OIL             | 357           | 600             | 565           | 600           |
| 001-524-540                         | DUES & SUBSCRIPTIONS     | 55            | 55              | 35            | 55            |
| 001-524-550                         | TRAINING                 | -             | 605             | 605           | 605           |
| <b>OPERATING EXPENDITURES TOTAL</b> |                          | <b>9,786</b>  | <b>12,470</b>   | <b>8,362</b>  | <b>9,965</b>  |
| <b>CAPITAL OUTLAY:</b>              |                          |               |                 |               |               |
| 001-524-640                         | MACHINERY & EQUIPMENT    | 18,490        | -               | -             | -             |
| <b>CAPITAL OUTLAY TOTAL</b>         |                          | <b>18,490</b> | <b>-</b>        | <b>-</b>      | <b>-</b>      |
| <b>TOTAL CODE ENFORCEMENT</b>       |                          | <b>74,356</b> | <b>61,180</b>   | <b>59,080</b> | <b>62,595</b> |



## CODE ENFORCEMENT

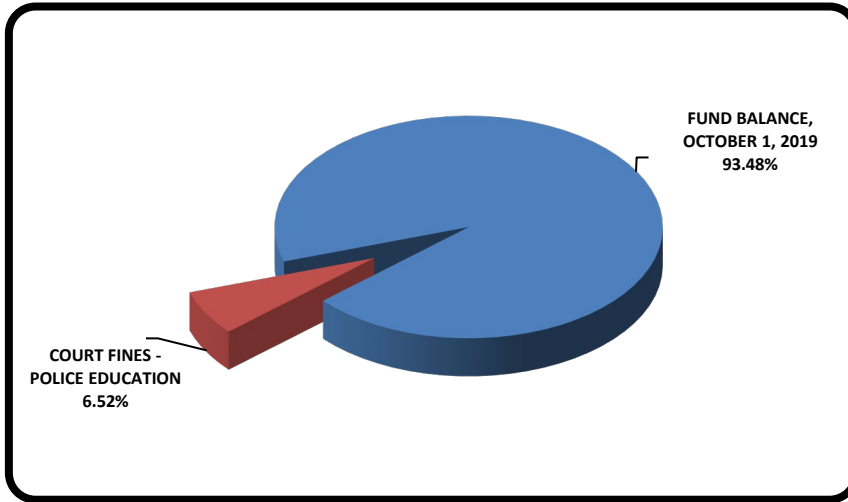
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### MANPOWER ANALYSIS

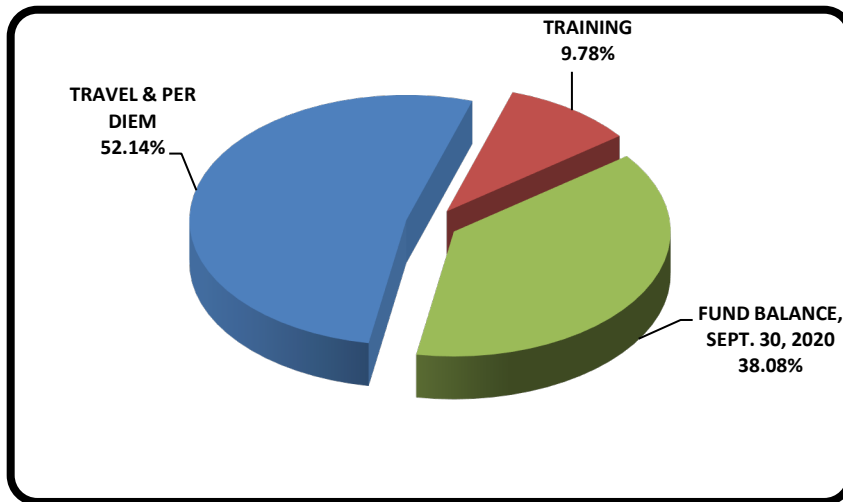
| <u>POSITION</u>    | <u>2018</u> | <u>2019</u> | <u>2020</u> |
|--------------------|-------------|-------------|-------------|
| COMPLIANCE OFFICER | <u>1.0</u>  | <u>1.0</u>  | <u>1.0</u>  |
| <b>TOTAL</b>       | <b>1.0</b>  | <b>1.0</b>  | <b>1.0</b>  |



# POLICE EDUCATION FUND



|                                  | <u>BUDGET</u>          | <u>PERCENT REVENUES</u> |
|----------------------------------|------------------------|-------------------------|
| FUND BALANCE, OCTOBER 1, 2019    | \$ 7,171               | 93.48%                  |
| COURT FINES - POLICE EDUCATION   | 500                    | 6.52%                   |
| <b>TOTAL AVAILABLE RESOURCES</b> | <b><u>\$ 7,671</u></b> | <b><u>100.00%</u></b>   |



|                               | <u>BUDGET</u>          | <u>PERCENT EXPENSES</u> |
|-------------------------------|------------------------|-------------------------|
| TRAVEL & PER DIEM             | \$ 4,000               | 52.14%                  |
| TRAINING                      | 750                    | 9.78%                   |
| FUND BALANCE, SEPT. 30, 2020  | <u>2,921</u>           | <u>38.08%</u>           |
| <b>TOTAL USE OF RESOURCES</b> | <b><u>\$ 7,671</u></b> | <b><u>100.00%</u></b>   |



## POLICE EDUCATION FUND

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### GOALS:

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

|                        | 2018   | 2019     | 2019     | 2020     |
|------------------------|--------|----------|----------|----------|
|                        | ACTUAL | BUDGET   | ESTIMATE | BUDGET   |
| OPERATING EXPENDITURES | 572    | 4,750    | -        | 4,750    |
|                        | \$ 572 | \$ 4,750 | \$ -     | \$ 4,750 |

### 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

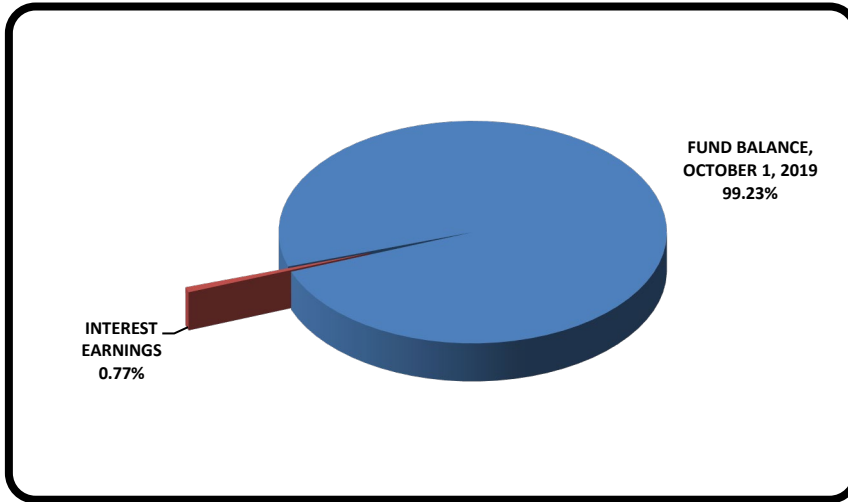
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|                                     | <u>2018</u>         | <u>2019</u>         | <u>2019</u>         | <u>2020</u>         |
|-------------------------------------|---------------------|---------------------|---------------------|---------------------|
|                                     | <u>ACTUAL</u>       | <u>BUDGET</u>       | <u>ESTIMATE</u>     | <u>BUDGET</u>       |
| <b>FUND BALANCE, OCTOBER 1</b>      | <b>6,532</b>        | <b>6,482</b>        | <b>6,521</b>        | <b>7,171</b>        |
| <b>ADD REVENUES:</b>                |                     |                     |                     |                     |
| 106-351-300 COURT FINES - POLICE ED | 561                 | 500                 | 650                 | 500                 |
| <b>TOTAL REVENUES AVAILABLE</b>     | <b>7,093</b>        | <b>6,982</b>        | <b>7,171</b>        | <b>7,671</b>        |
| <b>DEDUCT EXPENDITURES:</b>         |                     |                     |                     |                     |
| 106-521-400 TRAVEL AND PER DIEM     | 272                 | 4,000               | -                   | 4,000               |
| 106-521-550 TRAINING                | 300                 | 750                 | -                   | 750                 |
| <b>TOTAL EXPENDITURES</b>           | <b>572</b>          | <b>4,750</b>        | <b>-</b>            | <b>4,750</b>        |
| <b>FUND BALANCE, SEPTEMBER 30</b>   | <b><u>6,521</u></b> | <b><u>2,232</u></b> | <b><u>7,171</u></b> | <b><u>2,921</u></b> |

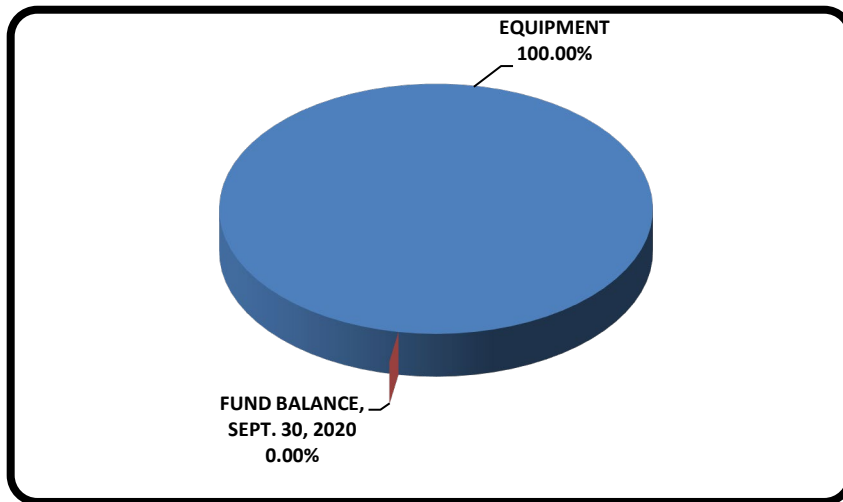




# POLICE AUTOMATION FUND



|                                  | <u>BUDGET</u>          | <u>PERCENT REVENUES</u> |
|----------------------------------|------------------------|-------------------------|
| FUND BALANCE, OCTOBER 1, 2019    | \$ 6,436               | 99.23%                  |
| INTEREST EARNINGS                | 50                     | 0.77%                   |
| <b>TOTAL AVAILABLE RESOURCES</b> | <b><u>\$ 6,486</u></b> | <b><u>100.00%</u></b>   |



|                               | <u>BUDGET</u>          | <u>PERCENT EXPENSES</u> |
|-------------------------------|------------------------|-------------------------|
| EQUIPMENT                     | \$ 6,486               | 100.00%                 |
| FUND BALANCE, SEPT. 30, 2020  | -                      | 0.00%                   |
| <b>TOTAL USE OF RESOURCES</b> | <b><u>\$ 6,486</u></b> | <b><u>100.00%</u></b>   |



## **POLICE AUTOMATION FUND**

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### **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.

|                | 2018<br>ACTUAL | 2019<br>BUDGET | 2019<br>ESTIMATE | 2020<br>BUDGET |
|----------------|----------------|----------------|------------------|----------------|
| CAPITAL OUTLAY | 5,535          | 7,738          | 1,252            | 6,486          |
|                | \$ 5,535       | \$ 7,738       | \$ 1,252         | \$ 6,486       |

### **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.



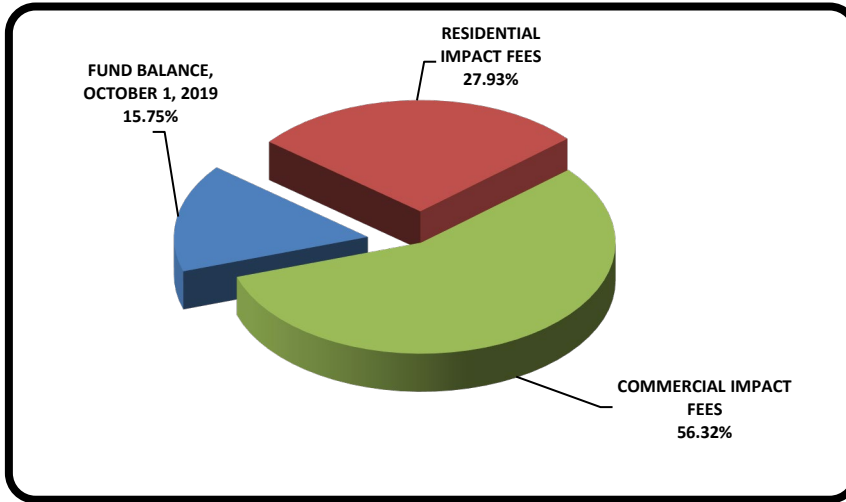
## POLICE AUTOMATION FUND

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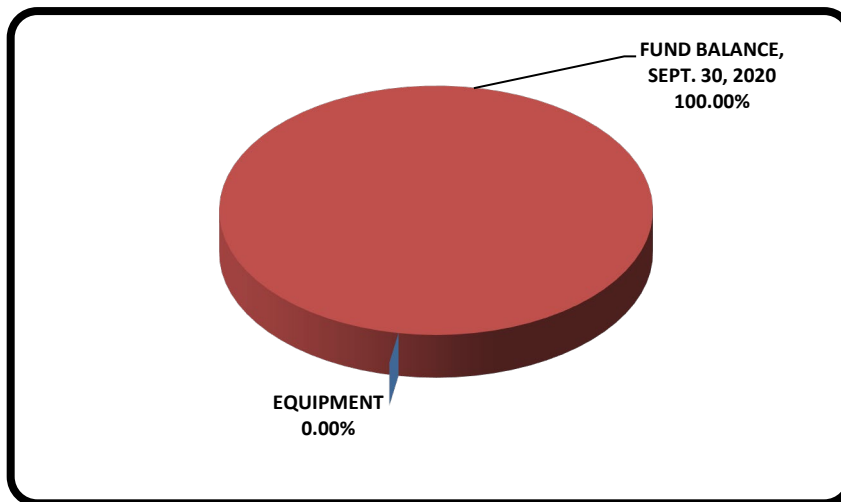
|                                   | <u>2018</u>         | <u>2019</u>     | <u>2019</u>         | <u>2020</u>     |
|-----------------------------------|---------------------|-----------------|---------------------|-----------------|
|                                   | <u>ACTUAL</u>       | <u>BUDGET</u>   | <u>ESTIMATE</u>     | <u>BUDGET</u>   |
| <b>FUND BALANCE, OCTOBER 1</b>    | <b>13,223</b>       | <b>7,688</b>    | <b>7,688</b>        | <b>6,436</b>    |
| <b>ADD REVENUES:</b>              |                     |                 |                     |                 |
| 107-361-100 INTEREST EARNINGS     | <u>-</u>            | <u>50</u>       | <u>-</u>            | <u>50</u>       |
| <b>TOTAL REVENUES AVAILABLE</b>   | <b>13,223</b>       | <b>7,738</b>    | <b>7,688</b>        | <b>6,486</b>    |
| <b>DEDUCT EXPENDITURES:</b>       |                     |                 |                     |                 |
| 107-521-640 EQUIPMENT             | <u>5,535</u>        | <u>7,738</u>    | <u>1,252</u>        | <u>6,486</u>    |
| <b>TOTAL EXPENDITURES</b>         | <b>5,535</b>        | <b>7,738</b>    | <b>1,252</b>        | <b>6,486</b>    |
| <b>FUND BALANCE, SEPTEMBER 30</b> | <b><u>7,688</u></b> | <b><u>-</u></b> | <b><u>6,436</u></b> | <b><u>-</u></b> |



## POLICE IMPACT FEE FUND



|                                  | <u>BUDGET</u>           | <u>PERCENT REVENUES</u> |
|----------------------------------|-------------------------|-------------------------|
| FUND BALANCE, OCTOBER 1, 2019    | \$ 2,796                | 15.75%                  |
| RESIDENTIAL IMPACT FEES          | 4,960                   | 27.93%                  |
| COMMERCIAL IMPACT FEES           | 10,000                  | 56.32%                  |
| <b>TOTAL AVAILABLE RESOURCES</b> | <b><u>\$ 17,756</u></b> | <b><u>100.00%</u></b>   |



|                               | <u>BUDGET</u>           | <u>PERCENT EXPENSES</u> |
|-------------------------------|-------------------------|-------------------------|
| EQUIPMENT                     | \$ -                    | 0.00%                   |
| FUND BALANCE, SEPT. 30, 2020  | <u>17,756</u>           | <u>100.00%</u>          |
| <b>TOTAL USE OF RESOURCES</b> | <b><u>\$ 17,756</u></b> | <b><u>100.00%</u></b>   |



## **POLICE IMPACT FEE FUND**

---

### **GOALS:**

To provide funding to ensure the police department is able to continue to meet the needs of all of its citizens as the City grows. Increased growth requires increased demand on the department, the impact fees are used when additional capital is needed to expand the existing resources of the department.

|                | 2018<br>ACTUAL | 2019<br>BUDGET | 2019<br>ESTIMATE | 2020<br>BUDGET |
|----------------|----------------|----------------|------------------|----------------|
| CAPITAL OUTLAY | -              | -              | -                | -              |
|                | \$ -           | \$ -           | \$ -             | \$ -           |

### **OBJECTIVES:**

☆ To provide resources in order to maintain a consistent level of service for all citizens.

### **RESULTS:**

⇒ To ensure the police functions are able to remain stable as the City grows without using tax dollars.



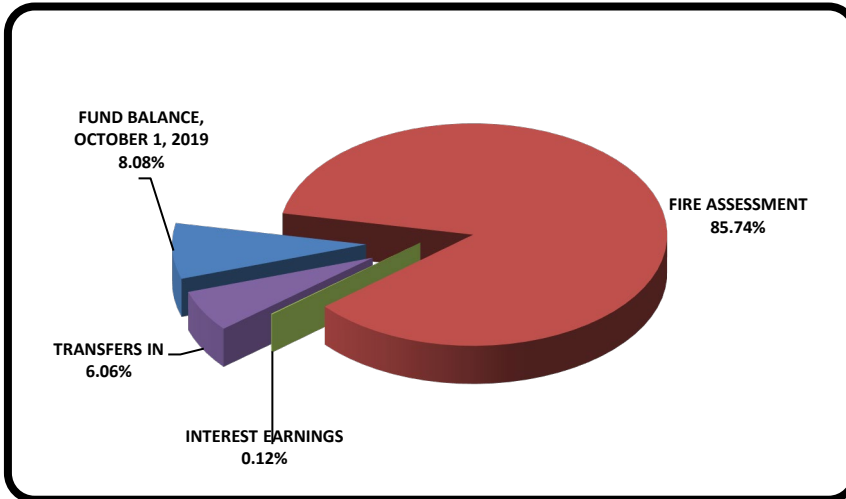
## POLICE IMPACT FEE FUND

|                                     | <u>2018</u>   | <u>2019</u>   | <u>2019</u>     | <u>2020</u>   |
|-------------------------------------|---------------|---------------|-----------------|---------------|
|                                     | <u>ACTUAL</u> | <u>BUDGET</u> | <u>ESTIMATE</u> | <u>BUDGET</u> |
| <b>FUND BALANCE, OCTOBER 1</b>      | -             | -             | -               | <b>2,796</b>  |
| <b>ADD REVENUES:</b>                |               |               |                 |               |
| 114-324-110 RESIDENTIAL IMPACT FEES | -             | -             | 496             | 4,960         |
| 114-324-120 COMMERCIAL IMPACT FEES  | -             | -             | 2,300           | 10,000        |
| <b>TOTAL REVENUES AVAILABLE</b>     | -             | -             | 2,796           | 17,756        |
| <b>DEDUCT EXPENDITURES:</b>         |               |               |                 |               |
| 114-521-640 EQUIPMENT               | -             | -             | -               | -             |
| <b>TOTAL EXPENDITURES</b>           | -             | -             | -               | -             |
| <b>FUND BALANCE, SEPTEMBER 30</b>   | <u>-</u>      | <u>-</u>      | <u>2,796</u>    | <u>17,756</u> |

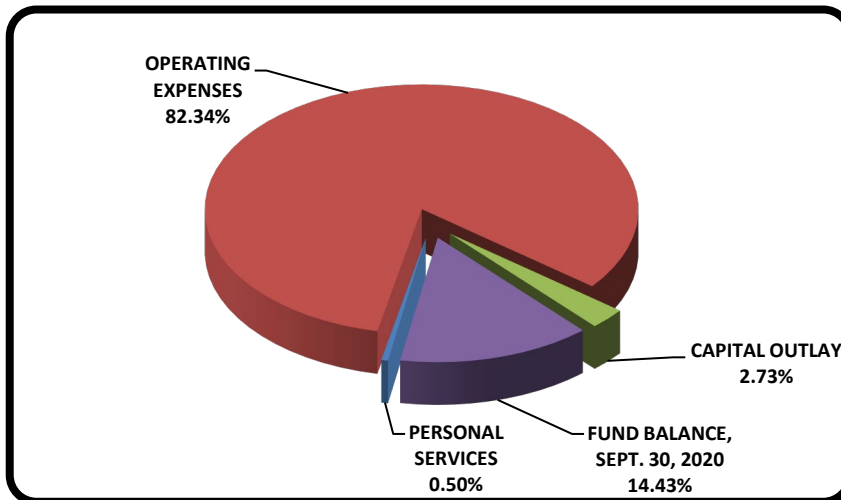




# FIRE ASSESSMENT FUND



|                                  | <u>BUDGET</u>            | <u>PERCENT REVENUES</u> |
|----------------------------------|--------------------------|-------------------------|
| FUND BALANCE, OCTOBER 1, 2019    | \$ 30,857                | 8.08%                   |
| FIRE ASSESSMENT                  | 327,407                  | 85.74%                  |
| INTEREST EARNINGS                | 450                      | 0.12%                   |
| TRANSFERS IN                     | 23,128                   | 6.06%                   |
| <b>TOTAL AVAILABLE RESOURCES</b> | <b><u>\$ 381,842</u></b> | <b><u>100.00%</u></b>   |



|                               | <u>BUDGET</u>            | <u>PERCENT EXPENSES</u> |
|-------------------------------|--------------------------|-------------------------|
| PERSONAL SERVICES             | \$ 1,900                 | 0.50%                   |
| OPERATING EXPENSES            | 314,415                  | 82.34%                  |
| CAPITAL OUTLAY                | 10,430                   | 2.73%                   |
| FUND BALANCE, SEPT. 30, 2020  | 55,097                   | 14.43%                  |
| <b>TOTAL USE OF RESOURCES</b> | <b><u>\$ 381,842</u></b> | <b><u>100.00%</u></b>   |





## FIRE ASSESSMENT FUND

|  | <u>2018</u>   | <u>2019</u>   | <u>2019</u>     | <u>2020</u>   |
|--|---------------|---------------|-----------------|---------------|
|  | <u>ACTUAL</u> | <u>BUDGET</u> | <u>ESTIMATE</u> | <u>BUDGET</u> |
| <b>FUND BALANCE, OCTOBER 1</b>                         | -             | -             | 284             | 30,857        |
| <b>ADD REVENUES:</b>                                   |               |               |                 |               |
| 110-325-200 FIRE ASSESSMENT                            | 284           | 303,005       | 311,664         | 327,407       |
| 110-361-100 INTEREST EARNINGS                          | -             | -             | 439             | 450           |
| 110-381-001 BUY DOWN TRANSFERS IN                      | -             | 40,350        | 40,350          | 23,128        |
| <b>TOTAL REVENUES AVAILABLE</b>                        | 284           | 343,355       | 352,737         | 381,842       |
| <b>DEDUCT EXPENDITURES:</b>                            |               |               |                 |               |
| <i>*Note: 2018 Expenditures funded by General Fund</i> |               |               |                 |               |
| PERSONAL SERVICES                                      | 2,047         | 2,360         | 1,833           | 1,900         |
| OPERATING EXPENSES                                     | 234,295       | 259,860       | 284,663         | 314,415       |
| CAPITAL OUTLAY   | 1,400         | 53,000        | 35,384          | 10,430        |
| <b>TOTAL EXPENDITURES</b>                              | 237,742       | 315,220       | 321,880         | 326,745       |
| <b>FUND BALANCE, SEPTEMBER 30</b>                      | <b>284</b>    | <b>28,135</b> | <b>30,857</b>   | <b>55,097</b> |



## FIRE RESCUE DEPARTMENT

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### 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.

|                        | 2018<br>ACTUAL    | 2019<br>BUDGET    | 2019<br>ESTIMATE  | 2020<br>BUDGET    |
|------------------------|-------------------|-------------------|-------------------|-------------------|
| PERSONAL SERVICES      | \$ 2,047          | \$ 2,360          | \$ 1,833          | \$ 1,900          |
| OPERATING EXPENDITURES | 234,295           | 259,860           | 284,663           | 314,415           |
| CAPITAL OUTLAY         | 1,400             | 53,000            | 35,384            | 10,430            |
|                        | <u>\$ 237,742</u> | <u>\$ 315,220</u> | <u>\$ 321,880</u> | <u>\$ 326,745</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

|   | <u>2018</u>        | <u>2019</u>        | <u>2019</u>        | <u>2020</u>        |
|---|--------------------|--------------------|--------------------|--------------------|
|   | <u>ACTUAL</u>      | <u>BUDGET</u>      | <u>ESTIMATE</u>    | <u>BUDGET</u>      |
| <b>PERSONAL SERVICES:</b>               |                    |                    |                    |                    |
| 001-522-240 WORKERS COMPENSATION        | 2,047              | 2,360              | 1,833              | 1,900              |
| <b>PERSONAL SERVICES TOTAL</b>          | <b>2,047</b>       | <b>2,360</b>       | <b>1,833</b>       | <b>1,900</b>       |
| <b>OPERATING EXPENDITURES:</b>          |                    |                    |                    |                    |
| 001-522-310 PROFESSIONAL SERVICES       | 19,777             | 18,150             | 24,450             | 23,650             |
| 001-522-311 ATTORNEY SERVICES           | 520                | 500                | 400                | 500                |
| 001-522-340 CONTRACTUAL SERVICES        | 11,609             | 11,915             | 18,200             | 12,100             |
| 001-522-341 VOLUNTEER FIREFIGHTERS      | 126,563            | 146,720            | 148,950            | 164,500            |
| 001-522-400 TRAVEL & PER DIEM           | 12                 | 50                 | -                  | 50                 |
| 001-522-410 COMMUNICATION SERVICES      | 7,213              | 5,465              | 3,500              | 5,465              |
| 001-522-420 POSTAGE                     | 75                 | 100                | 75                 | 100                |
| 001-522-430 UTILITY SERVICES            | 5,059              | 5,800              | 5,800              | 5,800              |
| 001-522-450 INSURANCE                   | 16,737             | 18,550             | 13,991             | 16,990             |
| 001-522-460 REPAIRS & MAINTENANCE       | 3,375              | 2,540              | 8,250              | 2,540              |
| 001-522-461 R&M - BUILDINGS             | 1,060              | -                  | 1,611              | 20,000             |
| 001-522-462 R&M - EQUIPMENT             | 5,968              | 7,305              | 1,901              | 7,755              |
| 001-522-463 R&M - VEHICLES              | 14,670             | 14,600             | 22,880             | 14,600             |
| 001-522-490 OTHER CURRENT CHARGES       | 5,336              | 2,000              | 50                 | 1,000              |
| 001-522-510 OFFICE SUPPLIES             | 325                | 300                | 50                 | 4,000              |
| 001-522-520 OPERATING SUPPLIES          | 8,627              | 14,345             | 25,020             | 20,845             |
| 001-522-521 UNIFORMS                    | 1,403              | 2,000              | 1,035              | 3,000              |
| 001-522-522 FUEL AND OIL                | 5,571              | 6,500              | 7,000              | 7,500              |
| 001-522-540 DUES & SUBSCRIPTIONS        | 395                | 2,020              | 1,000              | 2,020              |
| 001-522-550 TRAINING                    | -                  | 1,000              | 500                | 2,000              |
| <b>OPERATING EXPENDITURES TOTAL</b>     | <b>234,295</b>     | <b>259,860</b>     | <b>284,663</b>     | <b>314,415</b>     |
| <b>CAPITAL OUTLAY:</b>                  |                    |                    |                    |                    |
| 110-522-640 MACHINERY & EQUIPMENT       | 1,400              | 53,000             | 35,384             | 10,430             |
| <b>CAPITAL OUTLAY TOTAL</b>             | <b>1,400</b>       | <b>53,000</b>      | <b>35,384</b>      | <b>10,430</b>      |
| <br><b>TOTAL FIRE RESCUE DEPARTMENT</b> | <br><b>237,742</b> | <br><b>315,220</b> | <br><b>321,880</b> | <br><b>326,745</b> |



## **FIRE RESCUE DEPARTMENT**

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### **MANPOWER ANALYSIS**

| <b><u>POSITION</u></b>       | <b><u>2018</u></b> | <b><u>2019</u></b> | <b><u>2020</u></b> |
|------------------------------|--------------------|--------------------|--------------------|
| CONTRACT FIRE CHIEF          | 1.00               | 1.00               | 1.00               |
| VOLUNTEER FIREFIGHTERS (FTE) | 1.50               | 1.75               | 2.00               |
| FIRE INSPECTOR (FTE)         | 1.00               | 1.00               | 1.00               |
| <b>TOTAL</b>                 | <b>3.5</b>         | <b>3.75</b>        | <b>4.00</b>        |

### **CAPITAL OUTLAY**

110-522-640 - Machinery and Equipment

Back-up camera for E17

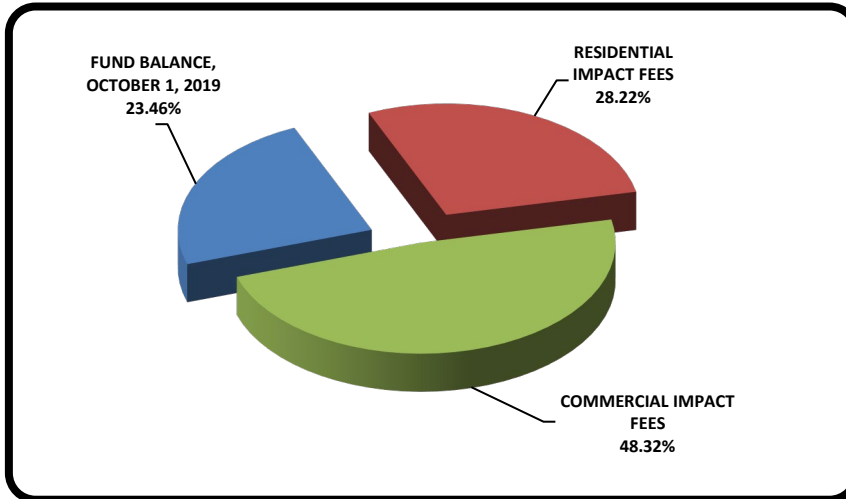
1,200

New Countywide Radios (10 year payment plan)

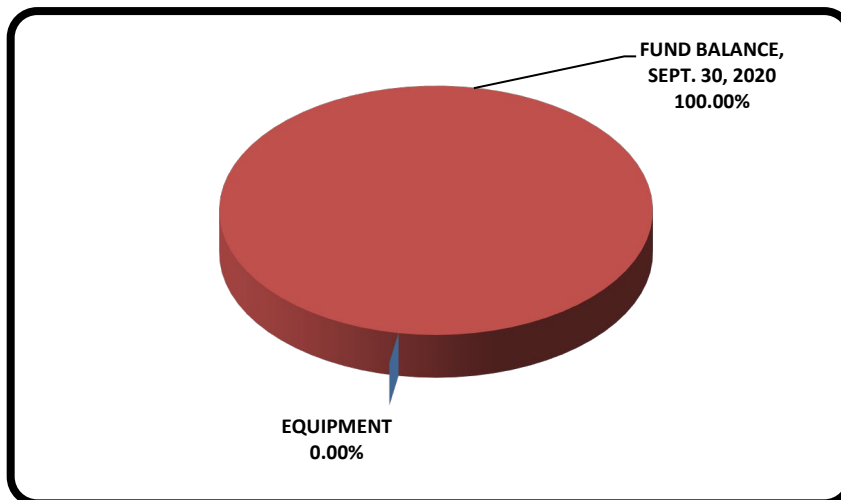
9,230



# FIRE IMPACT FEE FUND



|                                  | <u>BUDGET</u>           | <u>PERCENT REVENUES</u> |
|----------------------------------|-------------------------|-------------------------|
| FUND BALANCE, OCTOBER 1, 2019    | \$ 2,427                | 23.46%                  |
| RESIDENTIAL IMPACT FEES          | 2,920                   | 28.22%                  |
| COMMERCIAL IMPACT FEES           | 5,000                   | 48.32%                  |
| <b>TOTAL AVAILABLE RESOURCES</b> | <b><u>\$ 10,347</u></b> | <b><u>100.00%</u></b>   |



|                               | <u>BUDGET</u>           | <u>PERCENT EXPENSES</u> |
|-------------------------------|-------------------------|-------------------------|
| EQUIPMENT                     | \$ -                    | 0.00%                   |
| FUND BALANCE, SEPT. 30, 2020  | <u>10,347</u>           | <u>100.00%</u>          |
| <b>TOTAL USE OF RESOURCES</b> | <b><u>\$ 10,347</u></b> | <b><u>100.00%</u></b>   |



## **FIRE IMPACT FEE FUND**

---

### **GOALS:**

To provide funding to ensure the fire department is able to continue to meet the needs of all of its citizens as the City grows. Increased growth requires increased demand on the department, the impact fees are used when additional capital is needed to expand the existing resources of the department.

|                | 2018<br>ACTUAL | 2019<br>BUDGET | 2019<br>ESTIMATE | 2020<br>BUDGET |
|----------------|----------------|----------------|------------------|----------------|
| CAPITAL OUTLAY | -              | -              | -                | -              |
|                | \$ -           | \$ -           | \$ -             | \$ -           |

### **OBJECTIVES:**

☆ To provide resources in order to maintain a consistent level of service for all citizens.

### **RESULTS:**

⇒ To ensure fire protection services are able to remain stable as the City grows without using tax dollars.



## **FIRE IMPACT FEE FUND**

|                                     | <u>2018</u>   | <u>2019</u>   | <u>2019</u>     | <u>2020</u>   |
|-------------------------------------|---------------|---------------|-----------------|---------------|
|                                     | <u>ACTUAL</u> | <u>BUDGET</u> | <u>ESTIMATE</u> | <u>BUDGET</u> |
| <b>FUND BALANCE, OCTOBER 1</b>      | -             | -             | -               | 2,427         |
| <b>ADD REVENUES:</b>                |               |               |                 |               |
| 114-324-110 RESIDENTIAL IMPACT FEES | -             | -             | 292             | 2,920         |
| 114-324-120 COMMERCIAL IMPACT FEES  | -             | -             | 2,135           | 5,000         |
| <b>TOTAL REVENUES AVAILABLE</b>     | -             | -             | 2,427           | 10,347        |
| <b>DEDUCT EXPENDITURES:</b>         |               |               |                 |               |
| 114-521-640 EQUIPMENT               | -             | -             | -               | -             |
| <b>TOTAL EXPENDITURES</b>           | -             | -             | -               | -             |
| <b>FUND BALANCE, SEPTEMBER 30</b>   | <u>-</u>      | <u>-</u>      | <u>2,427</u>    | <u>10,347</u> |



## **PUBLIC WORKS - CEMETERY**

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### **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.

|                        | 2018<br>ACTUAL   | 2019<br>BUDGET   | 2019<br>ESTIMATE | 2020<br>BUDGET   |
|------------------------|------------------|------------------|------------------|------------------|
| PERSONAL SERVICES      | \$ 38,052        | \$ 37,215        | \$ 28,982        | \$ 38,970        |
| OPERATING EXPENDITURES | 3,895            | 4,955            | 4,018            | 9,075            |
|                        | <u>\$ 41,947</u> | <u>\$ 42,170</u> | <u>\$ 33,000</u> | <u>\$ 48,045</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>2018</u>   | <u>2019</u>   | <u>2019</u>     | <u>2020</u>   |
|--------------------------------------|---------------|---------------|-----------------|---------------|
|                                      | <u>ACTUAL</u> | <u>BUDGET</u> | <u>ESTIMATE</u> | <u>BUDGET</u> |
| <b>PERSONAL SERVICES:</b>            |               |               |                 |               |
| 001-539-120 REGULAR SALARIES & WAGES | 26,673        | 22,800        | 18,590          | 23,565        |
| 001-539-120 OVERTIME                 | 246           | 500           | 450             | 500           |
| 001-539-210 FICA TAXES               | 1,992         | 1,790         | 1,590           | 1,840         |
| 001-539-220 RETIREMENT CONTRIBUTION  | 1,796         | 1,930         | 1,680           | 2,040         |
| 001-539-230 LIFE & HEALTH INSURANCE  | 6,068         | 8,908         | 5,670           | 9,925         |
| 001-539-240 WORKERS COMPENSATION     | 1,277         | 1,287         | 1,002           | 1,100         |
| <b>PERSONAL SERVICES TOTAL</b>       | <b>38,052</b> | <b>37,215</b> | <b>28,982</b>   | <b>38,970</b> |
| <b>OPERATING EXPENDITURES:</b>       |               |               |                 |               |
| 001-539-430 UTILITY SERVICES         | 793           | 1,100         | 1,025           | 1,100         |
| 001-539-450 INSURANCE                | 1,237         | 1,330         | 440             | 450           |
| 001-539-460 REPAIRS & MAINTENANCE    | -             | 200           | 150             | 5,200         |
| 001-539-462 R&M - EQUIPMENT          | 151           | 200           | 100             | 200           |
| 001-539-463 R&M - VEHICLES           | 157           | 250           | 150             | 250           |
| 001-539-520 OPERATING SUPPLIES       | 267           | 200           | 498             | 200           |
| 001-539-521 UNIFORMS                 | 558           | 475           | 480             | 475           |
| 001-539-522 FUEL AND OIL             | 732           | 1,200         | 1,175           | 1,200         |
| <b>OPERATING EXPENDITURES TOTAL</b>  | <b>3,895</b>  | <b>4,955</b>  | <b>4,018</b>    | <b>9,075</b>  |
| <b>TOTAL CEMETERY</b>                | <b>41,947</b> | <b>42,170</b> | <b>33,000</b>   | <b>48,045</b> |



## **PUBLIC WORKS - CEMETERY**

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### **MANPOWER ANALYSIS**

| <b><u>POSITION</u></b> | <b><u>2018</u></b> | <b><u>2019</u></b> | <b><u>2020</u></b> |
|------------------------|--------------------|--------------------|--------------------|
| MAINTENANCE SPECIALIST | <u>1.0</u>         | <u>1.0</u>         | <u>1.0</u>         |
| <b>TOTAL</b>           | <b>1.0</b>         | <b>1.0</b>         | <b>1.0</b>         |



## **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.

|                        | 2018<br>ACTUAL    | 2019<br>BUDGET    | 2019<br>ESTIMATE  | 2020<br>BUDGET    |
|------------------------|-------------------|-------------------|-------------------|-------------------|
| PERSONAL SERVICES      | \$ 332,973        | \$ 288,970        | \$ 252,085        | \$ 296,730        |
| OPERATING EXPENDITURES | 193,709           | 226,705           | 226,882           | 256,785           |
| CAPITAL OUTLAY         | -                 | -                 | -                 | 5,000             |
|                        | <u>\$ 526,682</u> | <u>\$ 515,675</u> | <u>\$ 478,967</u> | <u>\$ 558,515</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 and repairs of the City's streets and sidewalks.
- ☆ Operate and maintain city infrastructure 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.
- ⇒ Ensure City streets are safe and sufficient for motorists.
- ⇒ City property that is safe and attractive.



## PUBLIC WORKS - ROADS & STREETS

|                                      | <u>2018</u>    | <u>2019</u>    | <u>2019</u>    | <u>2020</u>    |
|--------------------------------------|----------------|----------------|----------------|----------------|
|                                      | ACTUAL         | BUDGET         | ESTIMATE       | BUDGET         |
| <b>PERSONAL SERVICES:</b>            |                |                |                |                |
| 001-541-120 REGULAR SALARIES & WAGES | 204,712        | 162,640        | 151,200        | 170,995        |
| 001-541-140 OVERTIME                 | 1,874          | 2,500          | 2,700          | 2,500          |
| 001-541-210 FICA TAXES               | 14,981         | 12,635         | 11,795         | 13,275         |
| 001-541-220 RETIREMENT CONTRIBUTION  | 16,164         | 14,540         | 13,550         | 15,610         |
| 001-541-230 LIFE & HEALTH INSURANCE  | 77,477         | 79,005         | 59,090         | 79,350         |
| 001-541-240 WORKERS COMPENSATION     | 17,765         | 17,650         | 13,750         | 15,000         |
| <b>PERSONAL SERVICES TOTAL</b>       | <b>332,973</b> | <b>288,970</b> | <b>252,085</b> | <b>296,730</b> |
| <b>OPERATING EXPENDITURES:</b>       |                |                |                |                |
| 001-541-310 PROFESSIONAL SERVICES    | 48             | -              | 265            | -              |
| 001-541-311 ATTORNEY SERVICES        | 480            | 500            | 450            | 500            |
| 001-541-312 ENGINEERING              | -              | -              | 500            | -              |
| 001-541-340 CONTRACTUAL SERVICES     | 4,584          | 10,130         | 9,995          | 10,970         |
| 001-541-400 TRAVEL AND PER DIEM      | 2,172          | 300            | 764            | 480            |
| 001-541-410 COMMUNICATION SERVICES   | 2,443          | 2,605          | 1,950          | 2,605          |
| 001-541-420 POSTAGE                  | 38             | 50             | 40             | 50             |
| 001-541-430 UTILITY SERVICES         | 66,625         | 74,800         | 73,950         | 74,800         |
| 001-541-440 RENTALS & LEASES         | 1,157          | 650            | 1,473          | 650            |
| 001-541-450 INSURANCE                | 7,588          | 8,160          | 5,333          | 5,350          |
| 001-541-460 REPAIRS & MAINTENANCE    | 44,547         | 50,610         | 29,500         | 50,610         |
| 001-541-462 R&M - EQUIPMENT          | 7,467          | 13,650         | 22,435         | 13,650         |
| 001-541-463 R&M - VEHICLES           | 3,460          | 5,150          | 6,040          | 5,150          |
| 001-541-510 OFFICE SUPPLIES          | 2,307          | 4,780          | 3,500          | 1,650          |
| 001-541-520 OPERATING SUPPLIES       | 11,820         | 12,000         | 19,950         | 12,000         |
| 001-541-521 UNIFORMS                 | 2,117          | 2,750          | 3,180          | 2,750          |
| 001-541-522 FUEL AND OIL             | 15,691         | 18,000         | 16,255         | 18,000         |
| 001-541-530 ROAD MATERIALS           | 2,724          | 5,000          | 5,202          | 5,000          |
| 001-541-540 DUES & SUBSCRIPTIONS     | 376            | 200            | 150            | 200            |
| 001-541-550 TRAINING                 | -              | 2,370          | -              | 2,370          |
| 001-541-560 URBAN FORESTRY           | 18,065         | 15,000         | 25,950         | 50,000         |
| <b>OPERATING EXPENDITURES TOTAL</b>  | <b>193,709</b> | <b>226,705</b> | <b>226,882</b> | <b>256,785</b> |
| <b>CAPITAL OUTLAY:</b>               |                |                |                |                |
| 001-521-620 BUILDINGS                | -              | -              | -              | 5,000          |
| <b>CAPITAL OUTLAY TOTAL</b>          | <b>-</b>       | <b>-</b>       | <b>-</b>       | <b>5,000</b>   |
| <b>TOTAL ROADS &amp; STREETS</b>     | <b>526,682</b> | <b>515,675</b> | <b>478,967</b> | <b>558,515</b> |



## **PUBLIC WORKS - ROADS & STREETS**

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### **MANPOWER ANALYSIS**

| <b><u>POSITION</u></b>                         | <b><u>2018</u></b> | <b><u>2019</u></b> | <b><u>2020</u></b> |
|--|--------------------|--------------------|--------------------|
| PUBLIC WORKS MAINT. WORKER                     | 6.0                | 6.0                | 6.0                |
| PUBLIC WORKS DIRECTOR (split with Utilities)   | 1.0                | 0.5                | 0.5                |
| ACCOUNTING CLERK (split with Finance & Admin)* | 0.5                | -                  | -                  |
| <b>TOTAL</b>                                   | <b>7.5</b>         | <b>6.5</b>         | <b>6.5</b>         |

*\*Moved to Water & Sewer Fund*



## **PUBLIC WORKS - PARKS & RECREATION**

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### **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.

|                        | 2018<br>ACTUAL    | 2019<br>BUDGET    | 2019<br>ESTIMATE  | 2020<br>BUDGET    |
|------------------------|-------------------|-------------------|-------------------|-------------------|
| PERSONAL SERVICES      | \$ 172,460        | \$ 176,810        | \$ 166,458        | \$ 251,735        |
| OPERATING EXPENDITURES | 80,075            | 82,080            | 88,486            | 77,590            |
| CAPITAL OUTLAY         | 16,110            | -                 | 6,000             | -                 |
|                        | <u>\$ 268,645</u> | <u>\$ 258,890</u> | <u>\$ 260,944</u> | <u>\$ 329,325</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>2018</u>    | <u>2019</u>    | <u>2019</u>     | <u>2020</u>    |
|--------------------------------------|----------------|----------------|-----------------|----------------|
|                                      | <u>ACTUAL</u>  | <u>BUDGET</u>  | <u>ESTIMATE</u> | <u>BUDGET</u>  |
| <b>PERSONAL SERVICES:</b>            |                |                |                 |                |
| 001-572-120 REGULAR SALARIES & WAGES | 111,223        | 105,620        | 104,490         | 162,960        |
| 001-572-140 OVERTIME                 | 852            | 1,500          | 1,485           | 1,500          |
| 001-572-210 FICA TAXES               | 7,909          | 8,855          | 8,765           | 12,585         |
| 001-572-220 RETIREMENT CONTRIBUTION  | 8,531          | 8,850          | 8,830           | 14,130         |
| 001-572-230 LIFE & HEALTH INSURANCE  | 41,402         | 49,420         | 40,890          | 58,260         |
| 001-572-240 WORKERS COMPENSATION     | 2,543          | 2,565          | 1,998           | 2,300          |
| <b>PERSONAL SERVICES TOTAL</b>       | <b>172,460</b> | <b>176,810</b> | <b>166,458</b>  | <b>251,735</b> |
| <b>OPERATING EXPENDITURES:</b>       |                |                |                 |                |
| 001-572-310 PROFESSIONAL SERVICES    | 2,620          | -              | 3,444           | -              |
| 001-572-311 ATTORNEY SERVICES        | 40             | -              | 200             | -              |
| 001-572-340 CONTRACTUAL SERVICES     | 2,801          | 1,060          | 990             | 1,060          |
| 001-572-400 TRAVEL AND PER DIEM      | 48             | 135            | 40              | 135            |
| 001-572-410 COMMUNICATION SERVICES   | 1,927          | 2,015          | 2,090           | 2,015          |
| 001-572-420 POSTAGE                  | 151            | 200            | 50              | 200            |
| 001-572-430 UTILITY SERVICES         | 26,418         | 22,900         | 21,750          | 22,900         |
| 001-572-440 RENTALS & LEASES         | 190            | 500            | 527             | 500            |
| 001-572-450 INSURANCE                | 6,616          | 7,115          | 2,747           | 3,500          |
| 001-572-460 REPAIRS & MAINTENANCE    | 8,300          | 9,530          | 19,350          | 9,830          |
| 001-572-461 R&M - BUILDINGS          | -              | -              | 1,300           | -              |
| 001-572-462 R&M - EQUIPMENT          | 3,514          | 2,700          | 8,000           | 2,700          |
| 001-572-463 R&M - VEHICLES           | 1,129          | 3,100          | 1,890           | 3,100          |
| 001-572-490 OTHER CURRENT CHARGES    | 250            | 350            | 350             | 350            |
| 001-572-491 ADVERTISING              | -              | 400            | -               | 400            |
| 001-572-510 OFFICE SUPPLIES          | 25             | 100            | 486             | 100            |
| 001-572-520 OPERATING SUPPLIES       | 23,998         | 28,300         | 21,997          | 28,300         |
| 001-572-521 UNIFORMS                 | 1,189          | 1,000          | 1,075           | 1,000          |
| 001-572-522 FUEL AND OIL             | 811            | 800            | 2,100           | 800            |
| 001-572-540 DUES & SUBSCRIPTIONS     | -              | 200            | 50              | 200            |
| 001-572-550 TRAINING                 | 48             | 1,675          | 50              | 500            |
| <b>OPERATING EXPENDITURES TOTAL</b>  | <b>80,075</b>  | <b>82,080</b>  | <b>88,486</b>   | <b>77,590</b>  |
| <b>CAPITAL OUTLAY:</b>               |                |                |                 |                |
| 001-521-620 BUILDINGS                | -              | -              | 6,000           | -              |
| 001-521-630 INFRASTRUCTURE           | 16,110         | -              | -               | -              |
| <b>CAPITAL OUTLAY TOTAL</b>          | <b>16,110</b>  | <b>-</b>       | <b>6,000</b>    | <b>-</b>       |
| <b>TOTAL PARKS &amp; RECREATION</b>  | <b>268,645</b> | <b>258,890</b> | <b>260,944</b>  | <b>329,325</b> |



## **PUBLIC WORKS - PARKS & RECREATION**

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### **MANPOWER ANALYSIS**

| <b><u>POSITION</u></b>          | <b><u>2018</u></b> | <b><u>2019</u></b> | <b><u>2020</u></b> |
|---------------------------------|--------------------|--------------------|--------------------|
| 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                |
| <b>TOTAL</b>                    | <b>5.0</b>         | <b>5.0</b>         | <b>5.0</b>         |

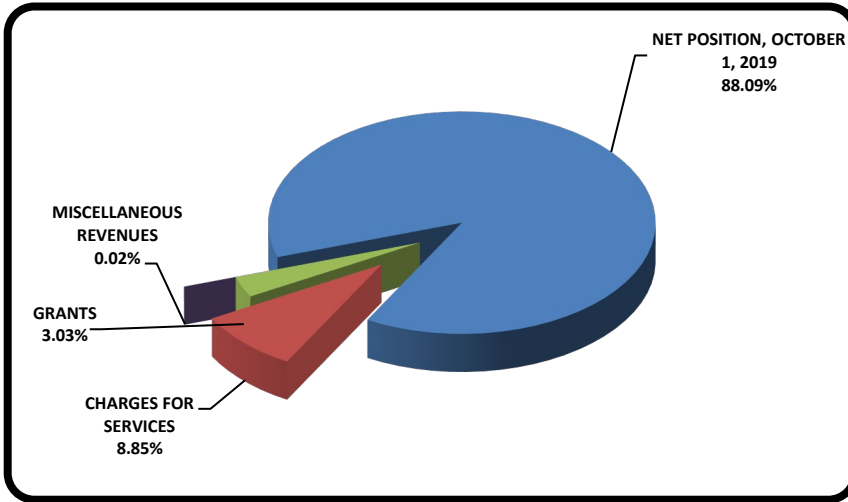
*Note: Funding has been included for the retirement of the Parks Superintendent as well as an overlap in hiring a replacement in order to allow ample time for training.*



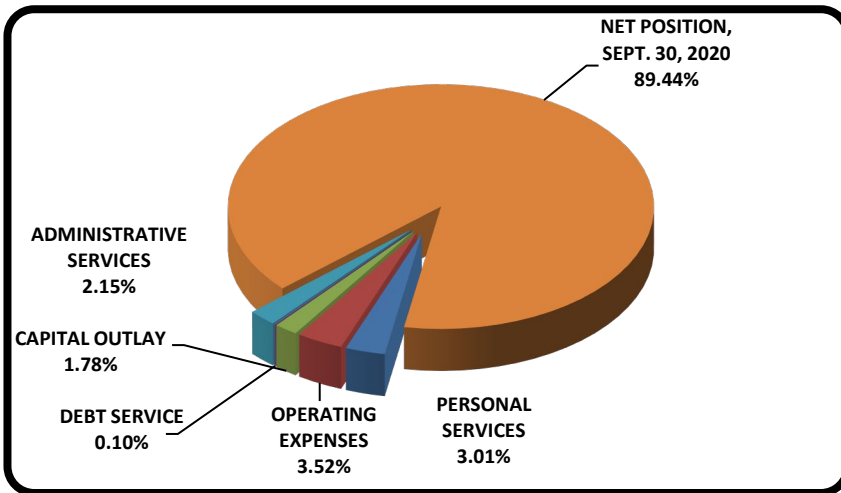




# WATER & SEWER FUND



|                                  | <u>BUDGET</u>               | <u>PERCENT REVENUES</u> |
|----------------------------------|-----------------------------|-------------------------|
| NET POSITION, OCTOBER 1, 2019    | \$ 14,525,730               | 88.09%                  |
| CHARGES FOR SERVICES             | 1,459,500                   | 8.85%                   |
| GRANTS                           | 500,000                     | 3.03%                   |
| MISCELLANEOUS REVENUES           | 3,500                       | 0.02%                   |
| <b>TOTAL AVAILABLE RESOURCES</b> | <b><u>\$ 16,488,730</u></b> | <b><u>100.00%</u></b>   |



|                               | <u>BUDGET</u>               | <u>PERCENT EXPENSES</u> |
|-------------------------------|-----------------------------|-------------------------|
| PERSONAL SERVICES             | \$ 489,390                  | 3.01%                   |
| OPERATING EXPENSES            | 572,200                     | 3.52%                   |
| CAPITAL OUTLAY                | 289,170                     | 1.78%                   |
| DEBT SERVICE                  | 16,522                      | 0.10%                   |
| ADMINISTRATIVE SERVICES       | 350,000                     | 2.15%                   |
| NET POSITION, SEPT. 30, 2020  | 14,547,648                  | 89.44%                  |
| <b>TOTAL USE OF RESOURCES</b> | <b><u>\$ 16,264,930</u></b> | <b><u>100.00%</u></b>   |



## 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.

|                        | 2018<br>ACTUAL      | 2019<br>BUDGET      | 2019<br>ESTIMATE    | 2020<br>BUDGET      |
|------------------------|---------------------|---------------------|---------------------|---------------------|
| PERSONAL SERVICES      | \$ 343,334          | \$ 454,685          | \$ 410,555          | \$ 489,390          |
| OPERATING EXPENDITURES | 940,817             | 663,164             | 493,863             | 572,200             |
| CAPITAL OUTLAY         | 645,316             | 1,133,426           | 834,390             | 789,170             |
| DEBT SERVICE           | -                   | 16,522              | 16,522              | 16,522              |
| TRANSFERS              | 200,000             | 350,000             | 350,000             | 350,000             |
|                        | <u>\$ 2,129,467</u> | <u>\$ 2,617,797</u> | <u>\$ 2,105,330</u> | <u>\$ 2,217,282</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>2018</u>       | <u>2019</u>       | <u>2019</u>       | <u>2020</u>       |
|--|-------------------|-------------------|-------------------|-------------------|
|  | <u>ACTUAL</u>     | <u>BUDGET</u>     | <u>ESTIMATE</u>   | <u>BUDGET</u>     |
| <b>NET POSITION, OCTOBER 1</b>             | <b>14,437,185</b> | <b>15,028,552</b> | <b>14,449,229</b> | <b>14,525,730</b> |
| <b>ADD REVENUES FROM OPERATIONS:</b>       |                   |                   |                   |                   |
| <b>CHARGES FOR SERVICES:</b>               |                   |                   |                   |                   |
| 401-343-310 WATER SALES                    | 701,247           | 680,000           | 705,325           | 700,000           |
| 401-343-320 WATER CONNECTIONS              | 7,035             | 8,000             | 8,900             | 9,500             |
| 401-343-330 NEW METER SALES                | 14,490            | 10,000            | 10,100            | 10,000            |
| 401-343-360 RECONNECT CHARGES              | 7,112             | 6,000             | 5,410             | 6,000             |
| 401-343-370 PENALTIES                      | 26,114            | 25,000            | 23,390            | 24,000            |
| 401-343-500 SEWER CHARGES                  | 712,170           | 700,000           | 706,460           | 710,000           |
| <b>TOTAL</b>                               | <b>1,468,168</b>  | <b>1,429,000</b>  | <b>1,459,585</b>  | <b>1,459,500</b>  |
| <b>MISCELLANEOUS REVENUES:</b>             |                   |                   |                   |                   |
| 401-361-100 INTEREST EARNED                | 128               | 500               | 300               | 500               |
| 401-369-900 NSF CHARGES                    | 595               | 500               | 500               | 500               |
| 401-369-910 MISCELLANEOUS REVENUES         | 175               | 2,500             | 2,684             | 2,500             |
|  | <b>898</b>        | <b>3,500</b>      | <b>3,484</b>      | <b>3,500</b>      |
| <b>TOTAL OPERATING REVENUES</b>            | <b>1,469,066</b>  | <b>1,432,500</b>  | <b>1,463,069</b>  | <b>1,463,000</b>  |
| WATER OPERATING EXPENSES                   | 726,745           | 680,775           | 558,225           | 605,795           |
| SEWER OPERATING EXPENSES                   | 581,821           | 692,542           | 588,253           | 468,765           |
| <b>TOTAL OPERATING EXPENSES</b>            | <b>1,308,566</b>  | <b>1,373,317</b>  | <b>1,146,478</b>  | <b>1,074,560</b>  |
| <b>NET OPERATING INCOME</b>                | <b>160,500</b>    | <b>59,183</b>     | <b>316,591</b>    | <b>388,440</b>    |
| <b>NON-OPERATING REVENUE (EXPENSES):</b>   |                   |                   |                   |                   |
| WATER DEBT SERVICE                         | -                 | -                 | (16,522)          | (16,522)          |
| IMPACT FEE REVENUE                         | 103,916           | -                 | 67,475            | -                 |
| LOAN PROCEEDS                              | -                 | -                 | 58,957            | -                 |
| INTEREST EXPENSE                           | (3,556)           | -                 | -                 | -                 |
| LOSS ON DISPOSAL OF FIXED ASSETS           | (48,816)          | -                 | -                 | -                 |
| ADMINISTRATIVE TRANSFERS                   | (200,000)         | (350,000)         | (350,000)         | (350,000)         |
| <b>CHANGE IN UNRESTRICTED NET POSITION</b> | <b>12,044</b>     | <b>(290,817)</b>  | <b>76,501</b>     | <b>21,918</b>     |
| <b>NET POSITION, SEPTEMBER 30</b>          | <b>14,449,229</b> | <b>14,737,735</b> | <b>14,525,730</b> | <b>14,547,648</b> |

**RECAP OF GRANTS AND LEGISLATIVE APPROPRIATION ACTIVITY - WATER & SEWER**



## PUBLIC WORKS - WATER & SEWER FUND

|   | 2018              | 2019              | 2019              | 2020              |
|---|-------------------|-------------------|-------------------|-------------------|
|   | ACTUAL            | BUDGET            | ESTIMATE          | BUDGET            |
| <b>GRANT REVENUES RECEIVED/BUDGETED</b> |                   |                   |                   |                   |
| 401-334-361 LP LEG AP WATER LINE REHAB  | -                 | -                 | -                 | -                 |
| 401-334-362 LP35073 LEG AP WATER PLANT  | -                 | -                 | -                 | -                 |
| 401-334-360 LP LEG AP WATER LINE REHAB  | -                 | -                 | -                 | -                 |
| 401-334-350 CDBG GRANT - CLARIFIER      | -                 | -                 | -                 | -                 |
| 401-334-363 SJRWMD REDI GRANT           | 498,750           | 500,000           | 498,914           | 500,000           |
|   | <b>498,750</b>    | <b>500,000</b>    | <b>498,914</b>    | <b>500,000</b>    |
| <b>GRANT EXPENDITURES/BUDGETED</b>      |                   |                   |                   |                   |
| 401-533-630 WATER INFRASTRUCTURE        | 30,330            | 5,745             | 96,430            | 276,200           |
| 401-535-630 SEWER INFRASTRUCTURE        | 566,979           | 872,213           | 495,900           | 500,000           |
|   | <b>597,309</b>    | <b>877,958</b>    | <b>592,330</b>    | <b>776,200</b>    |
| <b>NET GRANT ACTIVITY</b>               | <b>(98,559)</b>   | <b>(377,958)</b>  | <b>(93,416)</b>   | <b>(276,200)</b>  |
| <b>TOTAL WATER &amp; SEWER ACTIVITY</b> |                   |                   |                   |                   |
| TOTAL RESOURCES - WATER                 | 729,884           | 704,000           | 729,735           | 725,500           |
| TOTAL RESOURCES - SEWER                 | 1,210,920         | 700,000           | 1,205,374         | 710,000           |
| TOTAL RESOURCES - OTHER                 | 14,568,113        | 15,057,052        | 14,543,578        | 14,553,230        |
| <b>TOTAL RESOURCES</b>                  | <b>16,508,917</b> | <b>16,461,052</b> | <b>16,478,687</b> | <b>15,988,730</b> |
| TOTAL EXPENDITURES - WATER              | 779,117           | 680,775           | 574,747           | 898,517           |
| TOTAL EXPENDITURES - SEWER              | 1,179,130         | 692,542           | 588,253           | 468,765           |
| TOTAL ADMINISTRATION                    | 200,000           | 350,000           | 350,000           | 350,000           |
| <b>TOTAL USES</b>                       | <b>2,158,247</b>  | <b>1,723,317</b>  | <b>1,513,000</b>  | <b>1,717,282</b>  |
| <b>NET ACTIVITY</b>                     | <b>14,350,670</b> | <b>14,737,735</b> | <b>14,965,687</b> | <b>14,547,648</b> |



## PUBLIC WORKS - WATER & SEWER FUND

### WATER DIVISION

|                                      | <u>2018</u>    | <u>2019</u>    | <u>2019</u>    | <u>2020</u>    |
|--------------------------------------|----------------|----------------|----------------|----------------|
|                                      | ACTUAL         | BUDGET         | ESTIMATE       | BUDGET         |
| <b>PERSONAL SERVICES:</b>            |                |                |                |                |
| 401-533-120 REGULAR SALARIES & WAGES | 99,162         | 184,760        | 183,005        | 196,155        |
| 401-533-140 OVERTIME                 | 6,677          | 5,000          | 6,300          | 5,000          |
| 401-533-210 FICA TAXES               | 8,359          | 14,520         | 15,260         | 15,390         |
| 401-533-220 RETIREMENT CONTRIBUTION  | 13,530         | 15,675         | 16,120         | 18,865         |
| 401-533-230 LIFE & HEALTH INSURANCE  | 41,708         | 73,990         | 65,800         | 82,615         |
| 401-533-240 WORKERS COMPENSATION     | 9,521          | 9,600          | 7,476          | 9,000          |
| <b>PERSONAL SERVICES TOTAL</b>       | <b>178,957</b> | <b>303,545</b> | <b>293,961</b> | <b>327,025</b> |
| <b>OPERATING EXPENSES:</b>           |                |                |                |                |
| 401-533-311 ATTORNEY SERVICES        | 680            | 500            | 280            | 500            |
| 401-533-312 ENGINEERING FEES         | 3,205          | 65,000         | 9,500          | 65,000         |
| 401-533-320 ACCOUNTING & AUDITING    | 8,000          | 8,000          | 8,000          | 8,000          |
| 401-533-340 CONTRACTUAL SERVICES     | 22,660         | 57,005         | 38,365         | 5,005          |
| 401-533-400 TRAVEL AND PER DIEM      | 240            | 960            | 550            | 960            |
| 401-533-410 COMMUNICATION SERVICES   | 6,609          | 8,010          | 6,700          | 8,010          |
| 401-533-420 POSTAGE                  | 2,502          | 3,950          | 3,970          | 3,950          |
| 401-533-430 UTILITY SERVICES         | 28,280         | 26,630         | 26,725         | 26,630         |
| 401-533-440 RENTALS & LEASES         | -              | 500            | -              | 500            |
| 401-533-450 INSURANCE                | 29,215         | 31,580         | 32,199         | 32,750         |
| 401-533-460 REPAIRS & MAINTENANCE    | 4,015          | 39,090         | 15,000         | 39,090         |
| 401-533-462 R&M - EQUIPMENT          | 6,198          | 13,955         | 28,260         | 13,955         |
| 401-533-463 R&M - VEHICLES           | 15,637         | 7,000          | 2,500          | 7,000          |
| 401-533-464 METER REPLACEMENT        | 10,051         | 20,000         | -              | 10,000         |
| 401-533-470 PRINTING                 | 1,890          | 1,900          | 1,890          | 1,900          |
| 401-533-490 OTHER CURRENT CHARGES    | (4,814)        | 2,400          | 2,380          | 2,400          |
| 401-533-491 ADVERTISING              | 4,437          | 500            | 645            | 500            |
| 401-533-510 OFFICE SUPPLIES          | 1,067          | 2,700          | 1,900          | 1,100          |
| 401-533-520 OPERATING SUPPLIES       | 34,569         | 31,090         | 38,920         | 31,090         |
| 401-533-521 UNIFORMS                 | 1,309          | 1,850          | 1,775          | 1,850          |
| 401-533-522 FUEL AND OIL             | 8,571          | 11,000         | 10,995         | 11,000         |
| 401-533-540 DUES & SUBSCRIPTIONS     | 693            | 670            | 650            | 670            |
| 401-533-550 TRAINING                 | 315            | 3,640          | 2,500          | 3,640          |
| 401-533-590 DEPRECIATION             | 355,329        | -              | -              | -              |
| <b>TOTAL OPERATING EXPENSES</b>      | <b>540,658</b> | <b>337,930</b> | <b>233,704</b> | <b>275,500</b> |



## PUBLIC WORKS - WATER & SEWER FUND

### WATER DIVISION

|                                      | <u>2018</u>    | <u>2019</u>    | <u>2019</u>     | <u>2020</u>      |
|--------------------------------------|----------------|----------------|-----------------|------------------|
|                                      | <u>ACTUAL</u>  | <u>BUDGET</u>  | <u>ESTIMATE</u> | <u>BUDGET</u>    |
| <b>CAPITAL OUTLAY:</b>               |                |                |                 |                  |
| 401-533-630 INFRASTRUCTURE           | 30,330         | 5,745          | 96,430          | 276,200          |
| 401-533-640 MACHINERY & EQUIPMENT    | 18,842         | 39,300         | 30,560          | 3,270            |
| <b>TOTAL CAPITAL OUTLAY</b>          | <b>49,172</b>  | <b>45,045</b>  | <b>126,990</b>  | <b>279,470</b>   |
| <b>DEBT SERVICE:</b>                 |                |                |                 |                  |
| 401-533-710 PRINCIPAL                | 16,300         | 11,821         | 11,821          | 12,269           |
| 401-533-720 INTEREST                 | 3,556          | 4,701          | 4,701           | 4,253            |
| 401-533-730 OTHER DEBT SERVICE COSTS | -              | -              | -               | -                |
| <b>TOTAL DEBT SERVICE</b>            | <b>19,856</b>  | <b>16,522</b>  | <b>16,522</b>   | <b>16,522</b>    |
| 401-533-910 ADMINISTRATIVE SERVICES  | 100,000        | 175,000        | 175,000         | 175,000          |
| <b>TOTAL WATER DIVISION</b>          | <b>888,643</b> | <b>878,042</b> | <b>846,177</b>  | <b>1,073,517</b> |



## PUBLIC WORKS - WATER & SEWER FUND

### SEWER DIVISION

|                                      | <u>2018</u>    | <u>2019</u>    | <u>2019</u>     | <u>2020</u>    |
|--------------------------------------|----------------|----------------|-----------------|----------------|
|                                      | <u>ACTUAL</u>  | <u>BUDGET</u>  | <u>ESTIMATE</u> | <u>BUDGET</u>  |
| <b>PERSONAL SERVICES:</b>            |                |                |                 |                |
| 401-535-120 REGULAR SALARIES & WAGES | 102,442        | 87,000         | 59,000          | 96,410         |
| 401-535-140 OVERTIME                 | 2,464          | 5,000          | 4,800           | 5,000          |
| 401-535-210 FICA TAXES               | 7,545          | 7,040          | 5,970           | 7,760          |
| 401-535-220 RETIREMENT CONTRIBUTION  | 12,661         | 7,600          | 6,500           | 8,590          |
| 401-535-230 LIFE & HEALTH INSURANCE  | 36,592         | 41,805         | 38,225          | 41,910         |
| 401-535-240 WORKERS COMPENSATION     | 2,673          | 2,695          | 2,099           | 2,695          |
| <b>PERSONAL SERVICES TOTAL</b>       | <b>164,377</b> | <b>151,140</b> | <b>116,594</b>  | <b>162,365</b> |
| <b>OPERATING EXPENSES:</b>           |                |                |                 |                |
| 401-535-310 PROFESSIONAL SERVICES    | -              | -              | 8,486           | -              |
| 401-535-311 ATTORNEY SERVICES        | 2,680          | 500            | 2,800           | 500            |
| 401-535-312 ENGINEERING FEES         | 78,049         | 95,439         | 40,250          | 70,000         |
| 401-535-320 ACCOUNTING & AUDITING    | 8,000          | 8,000          | 8,000           | 8,000          |
| 401-535-340 CONTRACTUAL SERVICES     | 49,893         | 26,000         | 32,940          | 26,000         |
| 401-535-400 TRAVEL AND PER DIEM      | 592            | 270            | 200             | 270            |
| 401-535-410 COMMUNICATION SERVICES   | 4,198          | 4,640          | 4,340           | 4,640          |
| 401-535-420 POSTAGE                  | 2,370          | 3,830          | 3,590           | 4,300          |
| 401-535-430 UTILITY SERVICES         | 49,958         | 48,650         | 46,500          | 48,650         |
| 401-535-440 RENTALS & LEASES         | -              | 6,250          | -               | 6,250          |
| 401-535-450 INSURANCE                | 30,953         | 33,450         | 29,684          | 29,885         |
| 401-535-460 REPAIRS & MAINTENANCE    | 15,309         | 18,685         | 12,140          | 18,685         |
| 401-535-462 R&M - EQUIPMENT          | 15,568         | 38,890         | 31,260          | 38,890         |
| 401-535-463 R&M - VEHICLES           | 6,044          | 5,100          | 4,975           | 5,100          |
| 401-535-470 PRINTING                 | 319            | 1,900          | 1,890           | 1,900          |
| 401-535-490 OTHER CURRENT CHARGES    | 45             | -              | -               | -              |
| 401-535-510 OFFICE SUPPLIES          | 61             | 1,900          | 6,300           | 1,900          |
| 401-535-520 OPERATING SUPPLIES       | 15,780         | 21,500         | 18,800          | 21,500         |
| 401-535-521 UNIFORMS                 | 1,115          | 1,400          | 1,250           | 1,400          |
| 401-535-522 FUEL AND OIL             | 4,840          | 5,750          | 5,679           | 5,750          |
| 401-535-540 DUES & SUBSCRIPTIONS     | 280            | 290            | 100             | 290            |
| 401-535-550 TRAINING                 | 60             | 2,790          | 975             | 2,790          |
| 401-535-590 DEPRECIATION             | 114,045        | -              | -               | -              |
| <b>TOTAL OPERATING EXPENSES</b>      | <b>400,159</b> | <b>325,234</b> | <b>260,159</b>  | <b>296,700</b> |





## PUBLIC WORKS - WATER & SEWER FUND

### SEWER DIVISION

|                                     | <u>2018</u>      | <u>2019</u>      | <u>2019</u>      | <u>2020</u>      |
|-------------------------------------|------------------|------------------|------------------|------------------|
|                                     | <u>ACTUAL</u>    | <u>BUDGET</u>    | <u>ESTIMATE</u>  | <u>BUDGET</u>    |
| <b>CAPITAL OUTLAY:</b>              |                  |                  |                  |                  |
| 401-535-630 INFRASTRUCTURE          | 566,979          | 872,213          | 495,900          | 500,000          |
| 401-535-635 PLANT                   | 11,880           | -                | -                | -                |
| 401-535-640 MACHINERY & EQUIPMENT   | 17,285           | 216,168          | 211,500          | 9,700            |
| <b>TOTAL CAPITAL OUTLAY</b>         | <b>596,144</b>   | <b>1,088,381</b> | <b>707,400</b>   | <b>509,700</b>   |
| <br>                                |                  |                  |                  |                  |
| 401-535-910 ADMINISTRATIVE SERVICES | 100,000          | 175,000          | 175,000          | 175,000          |
| <br>                                |                  |                  |                  |                  |
| <b>TOTAL SEWER DIVISION</b>         | <b>1,260,680</b> | <b>1,739,755</b> | <b>1,259,153</b> | <b>1,143,765</b> |



## PUBLIC WORKS - WATER & SEWER FUND

### MANPOWER ANALYSIS

| <u>POSITION</u>                            | <u>2018</u> | <u>2019</u> | <u>2020</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         |
| <b>TOTAL</b>                               | <b>6.0</b>  | <b>6.0</b>  | <b>7.0</b>  |

*\*Moved from Streets*

### Capital Outlay

#### Water

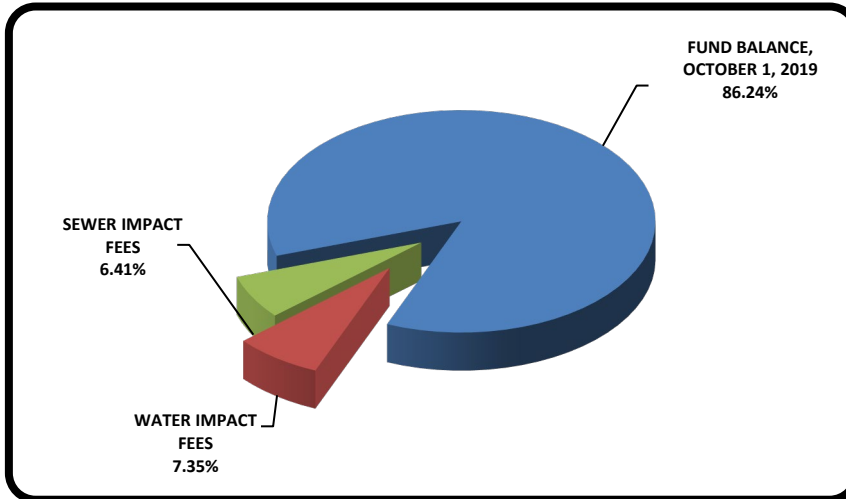
|  |            |
|--|------------|
| 401-533-630 Infrastructure               |            |
| Valve Replacement project                | \$ 276,200 |
| 401-533-640 Machinery & Equipment        |            |
| Schaunstat Valve locator and line tracer | 1,500      |
| Wachs valve exerciser                    | 1,770      |

#### Sewer

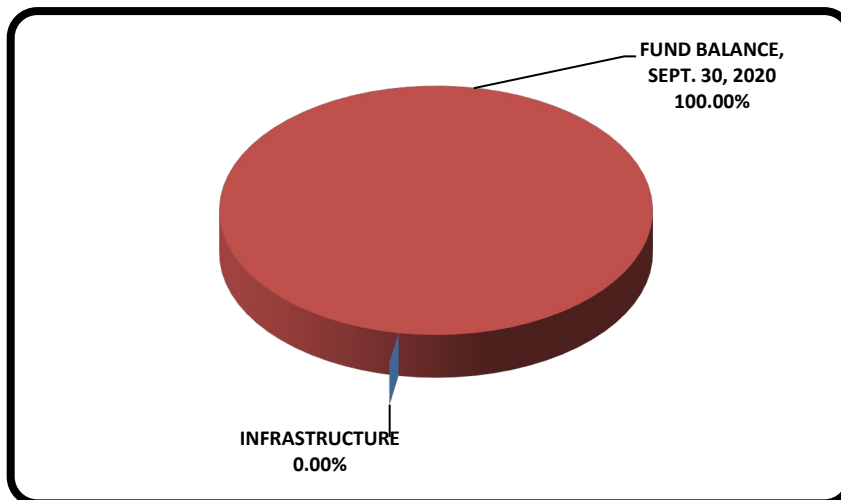
|   |            |
|---|------------|
| 401-535-630 Infrastructure                  |            |
| Redi Grant Sewer Lines & Lift Station Rehab | \$ 500,000 |
| 401-535-640 Machinery & Equipment           |            |
| Auto Crane 4000 crane for truck             | 9,700      |



# WATER & SEWER IMPACT FEE FUND



|                                  | <u>BUDGET</u>            | <u>PERCENT REVENUES</u> |
|----------------------------------|--------------------------|-------------------------|
| FUND BALANCE, OCTOBER 1, 2019    | \$ 457,567               | 86.24%                  |
| WATER IMPACT FEES                | 39,000                   | 7.35%                   |
| SEWER IMPACT FEES                | 34,000                   | 6.41%                   |
| <b>TOTAL AVAILABLE RESOURCES</b> | <b><u>\$ 530,567</u></b> | <b><u>100.00%</u></b>   |



|                               | <u>BUDGET</u>            | <u>PERCENT EXPENSES</u> |
|-------------------------------|--------------------------|-------------------------|
| INFRASTRUCTURE                | \$ -                     | 0.00%                   |
| FUND BALANCE, SEPT. 30, 2020  | 530,567                  | 100.00%                 |
| <b>TOTAL USE OF RESOURCES</b> | <b><u>\$ 530,567</u></b> | <b><u>100.00%</u></b>   |



## **WATER & SEWER IMPACT FEE FUND**

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### **GOALS:**

To provide funding to ensure the utilities department is able to continue to meet the needs of all of its citizens as the City grows. Increased growth requires increased demand on the department, the impact fees are used when additional capital is needed to expand the existing resources of the department.

|                | 2018<br>ACTUAL | 2019<br>BUDGET | 2019<br>ESTIMATE | 2020<br>BUDGET |
|----------------|----------------|----------------|------------------|----------------|
| CAPITAL OUTLAY | -              | -              | 10,000           | -              |
|                | \$ -           | \$ -           | \$ 10,000        | \$ -           |

### **OBJECTIVES:**

☆ To provide resources in order to maintain a consistent level of service for all citizens.

### **RESULTS:**

⇒ To ensure there is sufficient water and sewer infrastructure in place for new growth in order to not use existing customer user fees for expansion.

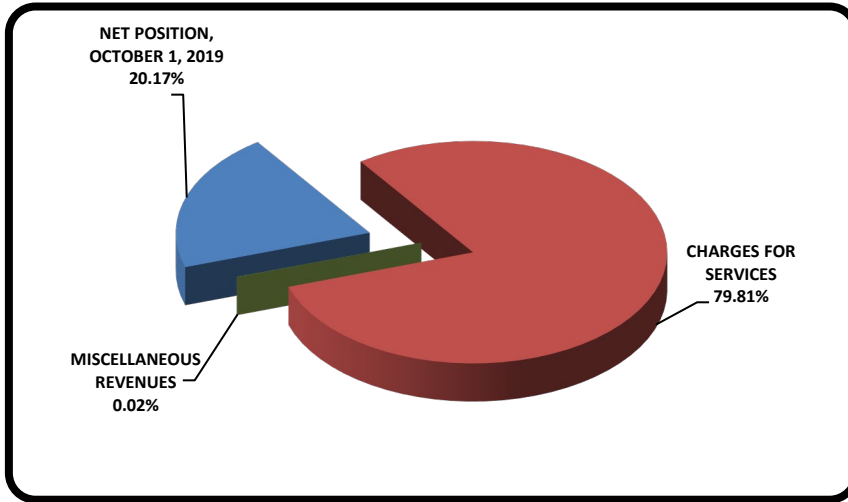


## WATER & SEWER IMPACT FEE FUND

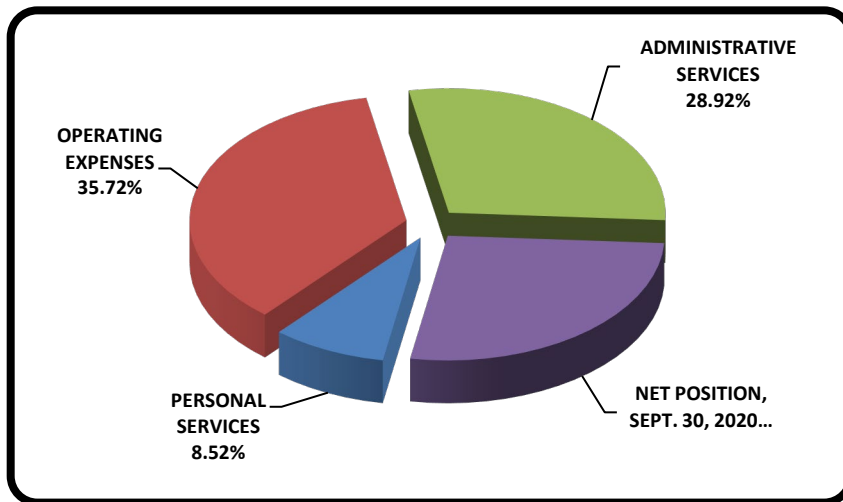
|  | <u>2018</u>           | <u>2019</u>     | <u>2019</u>           | <u>2020</u>           |
|--|-----------------------|-----------------|-----------------------|-----------------------|
|  | <u>ACTUAL</u>         | <u>BUDGET</u>   | <u>ESTIMATE</u>       | <u>BUDGET</u>         |
| <b>FUND BALANCE, OCTOBER 1</b>         | <b>293,050</b>        | -               | <b>396,966</b>        | <b>457,567</b>        |
| <b>ADD REVENUES:</b>                   |                       |                 |                       |                       |
| 411-343-350    WATER IMPACT FEES       | 42,418                | -               | 29,978                | 30,000                |
| 411-343-380    WATER REUSE IMPACT FEES | 12,364                | -               | 8,053                 | 9,000                 |
| 411-343-530    SEWER IMPACT FEES       | 49,134                | -               | 32,570                | 34,000                |
| <b>TOTAL REVENUES AVAILABLE</b>        | <b>396,966</b>        | -               | <b>467,567</b>        | <b>530,567</b>        |
| <b>DEDUCT EXPENDITURES:</b>            |                       |                 |                       |                       |
| 411-535-630    SEWER INFRASTRUCTURE    | -                     | -               | 10,000                | -                     |
| <b>TOTAL EXPENDITURES</b>              | -                     | -               | 10,000                | -                     |
| <b>FUND BALANCE, SEPTEMBER 30</b>      | <b><u>396,966</u></b> | <b><u>-</u></b> | <b><u>457,567</u></b> | <b><u>530,567</u></b> |



# SANITATION FUND



|                                  | <u>BUDGET</u>            | <u>PERCENT REVENUES</u> |
|----------------------------------|--------------------------|-------------------------|
| NET POSITION, OCTOBER 1, 2019    | \$ 174,337               | 20.17%                  |
| CHARGES FOR SERVICES             | 689,800                  | 79.81%                  |
| MISCELLANEOUS REVENUES           | 200                      | 0.02%                   |
| <b>TOTAL AVAILABLE RESOURCES</b> | <b><u>\$ 864,337</u></b> | <b><u>100.00%</u></b>   |



|                               | <u>BUDGET</u>            | <u>PERCENT EXPENSES</u> |
|-------------------------------|--------------------------|-------------------------|
| PERSONAL SERVICES             | \$ 73,675                | 8.52%                   |
| OPERATING EXPENSES            | 308,770                  | 35.72%                  |
| ADMINISTRATIVE SERVICES       | 250,000                  | 28.92%                  |
| NET POSITION, SEPT. 30, 2020  | 231,892                  | 26.83%                  |
| <b>TOTAL USE OF RESOURCES</b> | <b><u>\$ 864,337</u></b> | <b><u>100.00%</u></b>   |



## **PUBLIC WORKS - SANITATION FUND**

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### **GOALS:**

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

|                        | 2018<br>ACTUAL    | 2019<br>BUDGET    | 2019<br>ESTIMATE  | 2020<br>BUDGET    |
|------------------------|-------------------|-------------------|-------------------|-------------------|
| PERSONAL SERVICES      | \$ 47,835         | \$ 63,750         | \$ 63,289         | \$ 73,675         |
| OPERATING EXPENDITURES | 371,961           | 376,420           | 265,149           | 308,770           |
| TRANSFERS              | 300,000           | 250,000           | 250,000           | 250,000           |
|                        | <u>\$ 719,796</u> | <u>\$ 690,170</u> | <u>\$ 578,438</u> | <u>\$ 632,445</u> |

### **OBJECTIVES:**

☆ Improve service while reducing costs.

### **RESULTS:**

⇒ Customer satisfaction and a clean city.



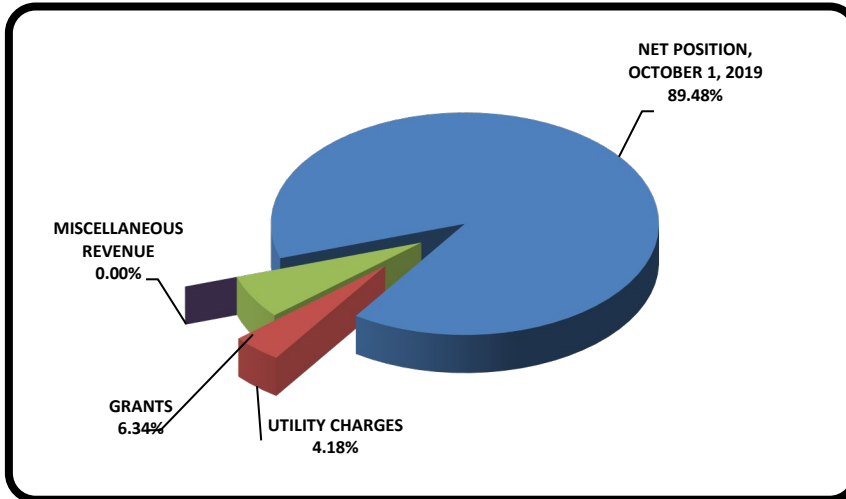
## PUBLIC WORKS - SANITATION FUND

|                                      | <u>2018</u>    | <u>2019</u>    | <u>2019</u>     | <u>2020</u>    |
|--------------------------------------|----------------|----------------|-----------------|----------------|
|                                      | <u>ACTUAL</u>  | <u>BUDGET</u>  | <u>ESTIMATE</u> | <u>BUDGET</u>  |
| <b>NET POSITION, OCTOBER 1</b>       | <b>117,290</b> | <b>47,231</b>  | <b>66,975</b>   | <b>174,337</b> |
| <b>ADD REVENUES:</b>                 |                |                |                 |                |
| 402-343-400 GARBAGE REVENUE          | 669,481        | 689,800        | 685,700         | 689,800        |
| 402-361-000 INTEREST EARNED          | -              | 200            | 100             | 200            |
| <b>TOTAL REVENUES AVAILABLE</b>      | <b>669,481</b> | <b>737,231</b> | <b>752,775</b>  | <b>864,337</b> |
| <b>DEDUCT EXPENSES:</b>              |                |                |                 |                |
| <b>PERSONAL SERVICES:</b>            |                |                |                 |                |
| 402-534-120 REGULAR SALARIES & WAGES | 32,384         | 47,980         | 45,600          | 49,415         |
| 402-534-140 OVERTIME                 | 671            | 400            | 800             | 400            |
| 402-534-210 FICA TAXES               | 2,132          | 3,670          | 3,420           | 3,810          |
| 402-534-220 RETIREMENT CONTRIBUTION  | 2,305          | 4,865          | 3,800           | 5,100          |
| 402-534-230 LIFE & HEALTH INSURANCE  | 9,699          | 5,985          | 9,010           | 14,250         |
| 402-534-240 WORKERS COMPENSATION     | 644            | 850            | 659             | 700            |
| <b>PERSONAL SERVICES TOTAL</b>       | <b>47,835</b>  | <b>63,750</b>  | <b>63,289</b>   | <b>73,675</b>  |
| <b>OPERATING EXPENSES:</b>           |                |                |                 |                |
| 402-534-311 ATTORNEY SERVICES        | 2,080          | 1,000          | -               | 1,000          |
| 402-534-340 CONTRACTUAL SERVICES     | 334            | -              | 1,579           | -              |
| 402-534-343 GARBAGE TIPPING FEES     | 76,444         | 70,000         | 27,111          | -              |
| 402-534-344 GARBAGE HAULING FEES     | 271,813        | 290,000        | 225,900         | 290,000        |
| 402-534-420 FREIGHT & POSTAGE        | 2,808          | 5,500          | 5,700           | 7,750          |
| 402-534-460 REPAIR & MAINTENANCE     | 1,792          | 2,420          | 1,580           | 2,420          |
| 402-534-463 R&M - VEHICLES           | 4,378          | 4,350          | 750             | 4,350          |
| 402-534-470 PRINTING                 | 1,798          | 1,900          | 1,879           | 1,900          |
| 402-534-491 LEGAL ADVERTISING        | 298            | -              | -               | -              |
| 402-534-520 OPERATING SUPPLIES       | 163            | 1,000          | 300             | 1,000          |
| 402-534-521 UNIFORMS                 | -              | -              | 100             | 100            |
| 402-534-522 FUEL AND OIL             | 343            | 250            | 250             | 250            |
| 402-534-590 DEPRECIATION             | 9,710          | -              | -               | -              |
| <b>TOTAL OPERATING EXPENSES:</b>     | <b>371,961</b> | <b>376,420</b> | <b>265,149</b>  | <b>308,770</b> |
| 402-534-910 ADMINISTRATIVE SERVICES  | 300,000        | 250,000        | 250,000         | 250,000        |
| <b>TOTAL EXPENSES</b>                | <b>719,796</b> | <b>690,170</b> | <b>578,438</b>  | <b>632,445</b> |
| <b>NET POSITION, SEPTEMBER 30</b>    | <b>66,975</b>  | <b>47,061</b>  | <b>174,337</b>  | <b>231,892</b> |

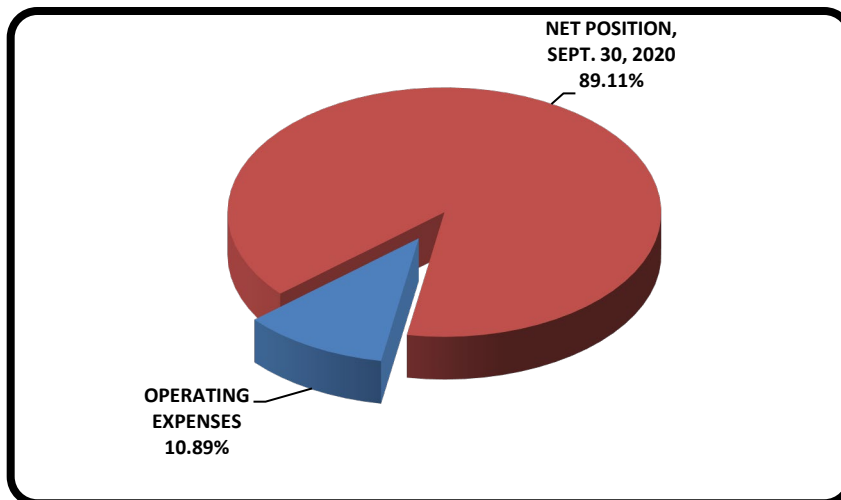




## PUBLIC WORKS - STORMWATER FUND



|                                  | <u>BUDGET</u>              | <u>PERCENT REVENUES</u> |
|----------------------------------|----------------------------|-------------------------|
| NET POSITION, OCTOBER 1, 2019    | \$ 2,118,166               | 89.48%                  |
| UTILITY CHARGES                  | 99,000                     | 4.18%                   |
| GRANTS                           | 150,000                    | 6.34%                   |
| MISCELLANEOUS REVENUE            | 100                        | 0.00%                   |
| <b>TOTAL AVAILABLE RESOURCES</b> | <b><u>\$ 2,367,266</u></b> | <b><u>100.00%</u></b>   |



|                               | <u>BUDGET</u>              | <u>PERCENT EXPENSES</u> |
|-------------------------------|----------------------------|-------------------------|
| OPERATING EXPENSES            | 257,700                    | 10.89%                  |
| NET POSITION, SEPT. 30, 2020  | 2,109,566                  | 89.11%                  |
| <b>TOTAL USE OF RESOURCES</b> | <b><u>\$ 2,367,266</u></b> | <b><u>100.00%</u></b>   |



## **PUBLIC WORKS - STORMWATER FUND**

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**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.

|                        | 2018<br>ACTUAL    | 2019<br>BUDGET    | 2019<br>ESTIMATE | 2020<br>BUDGET    |
|------------------------|-------------------|-------------------|------------------|-------------------|
| OPERATING EXPENDITURES | 108,985           | 36,800            | 6,979            | 38,800            |
| CAPITAL OUTLAY         | -                 | 150,000           | 9,021            | 180,000           |
| DEBT SERVICE           | 172,244           | 38,174            | 38,174           | 38,900            |
|                        | <u>\$ 281,229</u> | <u>\$ 224,974</u> | <u>\$ 54,174</u> | <u>\$ 257,700</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.
- ☆ Regular maintenance, cleaning procedures and repairs of the City's stormwater system.
- ☆ 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.
- ⇒ Allow maximum efficiency and quality of stormwater 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.

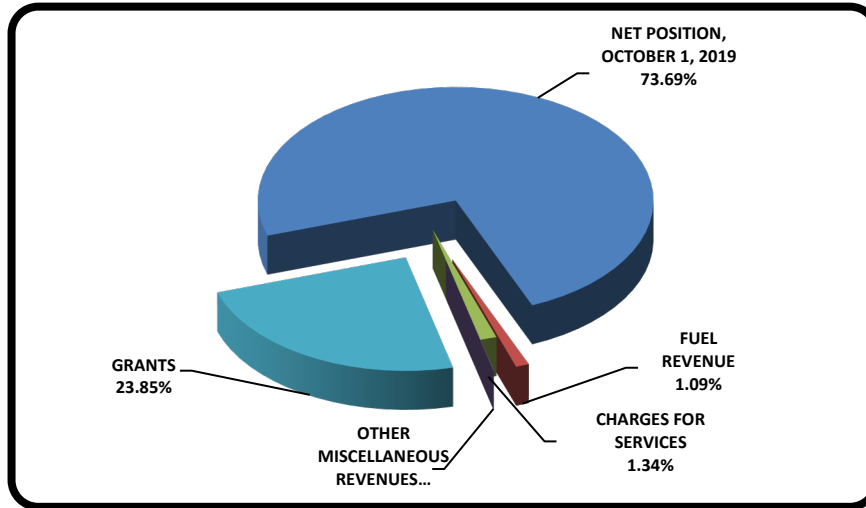


## PUBLIC WORKS - STORMWATER FUND

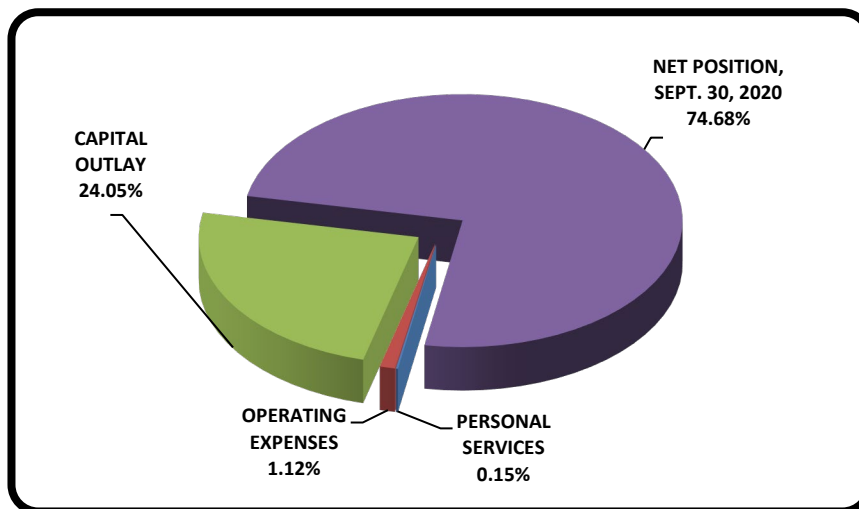
|                                       | <u>2018</u>          | <u>2019</u>          | <u>2019</u>          | <u>2020</u>          |
|---------------------------------------|----------------------|----------------------|----------------------|----------------------|
|                                       | <u>ACTUAL</u>        | <u>BUDGET</u>        | <u>ESTIMATE</u>      | <u>BUDGET</u>        |
| <b>NET POSITION, OCTOBER 1</b>        | <b>2,168,409</b>     | <b>2,103,026</b>     | <b>1,991,220</b>     | <b>2,118,166</b>     |
| <b>ADD REVENUES:</b>                  |                      |                      |                      |                      |
| 404-337-403 LCWA GRANT                | -                    | 150,000              | 82,420               | 150,000              |
| 404-343-700 STORMWATER UTILITY CHGS   | 104,040              | 99,000               | 98,700               | 99,000               |
| 404-361-100 INTEREST EARNED           | -                    | 100                  | -                    | 100                  |
| <b>TOTAL REVENUES AVAILABLE</b>       | <b>104,040</b>       | <b>249,100</b>       | <b>181,120</b>       | <b>249,100</b>       |
| <b>DEDUCT EXPENDITURES:</b>           |                      |                      |                      |                      |
| 404-538-311 ATTORNEY SERVICES         | -                    | -                    | -                    | -                    |
| 404-538-314 ENGINEERING FEES          | -                    | 14,130               | -                    | 14,130               |
| 404-538-340 CONTRACTUAL SERVICES      | 12,500               | 19,500               | 4,750                | 21,500               |
| 404-538-400 TRAVEL & PER DIEM         | 635                  | 980                  | 635                  | 980                  |
| 404-538-420 POSTAGE                   | -                    | 50                   | 30                   | 50                   |
| 404-538-480 ADVERTISING               | 663                  | 665                  | 664                  | 665                  |
| 404-538-540 DUES & SUBSCRIPTIONS      | 1,000                | 500                  | 500                  | 500                  |
| 404-538-550 TRAINING                  | 400                  | 975                  | 400                  | 975                  |
| 404-538-590 DEPRECIATION              | 93,787               | -                    | -                    | -                    |
| 404-538-630 INFRASTRUCTURE            | -                    | 150,000              | 9,021                | 180,000              |
| 404-538-710 PRINCIPAL - SRF LOAN      | -                    | 30,053               | 30,053               | 31,000               |
| 404-538-720 INTEREST - SRF LOAN       | 9,400                | 8,121                | 8,121                | 7,900                |
| LOSS ON DISPOSAL OF ASSETS            | 162,844              | -                    | -                    | -                    |
| <b>TOTAL EXPENDITURES</b>             | <b>281,229</b>       | <b>224,974</b>       | <b>54,174</b>        | <b>257,700</b>       |
| <br><b>NET POSITION, SEPTEMBER 30</b> | <br><b>1,991,220</b> | <br><b>2,127,152</b> | <br><b>2,118,166</b> | <br><b>2,109,566</b> |



## AIRPORT FUND



|                                  | <u>BUDGET</u>                     | <u>PERCENT REVENUES</u>      |
|----------------------------------|-----------------------------------|------------------------------|
| NET POSITION, OCTOBER 1, 2019    | \$ 5,076,145                      | 73.69%                       |
| FUEL REVENUE                     | 75,000                            | 1.09%                        |
| CHARGES FOR SERVICES             | 92,370                            | 1.34%                        |
| OTHER MISCELLANEOUS REVENUES     | 2,500                             | 0.04%                        |
| GRANTS                           | <u>1,642,811</u>                  | <u>23.85%</u>                |
| <b>TOTAL AVAILABLE RESOURCES</b> | <b><u><u>\$ 6,888,826</u></u></b> | <b><u><u>100.00%</u></u></b> |



|                               | <u>BUDGET</u>                     | <u>PERCENT EXPENSES</u>      |
|-------------------------------|-----------------------------------|------------------------------|
| PERSONAL SERVICES             | \$ 10,300                         | 0.15%                        |
| OPERATING EXPENSES            | 77,088                            | 1.12%                        |
| CAPITAL OUTLAY                | 1,657,048                         | 24.05%                       |
| NET POSITION, SEPT. 30, 2020  | <u>5,144,390</u>                  | <u>74.68%</u>                |
| <b>TOTAL USE OF RESOURCES</b> | <b><u><u>\$ 6,888,826</u></u></b> | <b><u><u>100.00%</u></u></b> |



## AIRPORT FUND

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

|                        | 2018<br>ACTUAL      | 2019<br>BUDGET    | 2019<br>ESTIMATE  | 2020<br>BUDGET      |
|------------------------|---------------------|-------------------|-------------------|---------------------|
| PERSONAL SERVICES      | \$ 13,140           | \$ 10,335         | \$ 10,240         | \$ 10,300           |
| OPERATING EXPENDITURES | 358,377             | 84,303            | 65,433            | 77,088              |
| CAPITAL OUTLAY         | 910,962             | 66,089            | 295,215           | 1,657,048           |
|                        | <u>\$ 1,282,479</u> | <u>\$ 160,727</u> | <u>\$ 370,888</u> | <u>\$ 1,744,436</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>2018</u>      | <u>2019</u>      | <u>2019</u>      | <u>2020</u>      |
|-----------------------------------|------------------|------------------|------------------|------------------|
|                                   | <u>ACTUAL</u>    | <u>BUDGET</u>    | <u>ESTIMATE</u>  | <u>BUDGET</u>    |
| <b>NET POSITION, OCTOBER 1</b>    | <b>3,713,406</b> | <b>4,906,977</b> | <b>4,367,126</b> | <b>5,076,145</b> |
| <b>ADD REVENUES:</b>              |                  |                  |                  |                  |
| 403-344-100 OFF SITE ACCESS FEES  | 3,150            | 3,150            | 3,150            | 3,150            |
| 403-344-101 FUEL REVENUES         | 29,067           | 50,000           | 75,000           | 75,000           |
| 403-344-200 TIE DOWN FEES         | 946              | 600              | 900              | 900              |
| 403-344-300 APARTMENT RENTAL      | 11,368           | 13,320           | 13,320           | 13,320           |
| 403-344-400 HANGAR RENTAL         | 73,545           | 75,000           | 74,575           | 75,000           |
| 403-344-500 FUEL FLOW FEES        | 1,540            | -                | -                | -                |
| 403-369-900 OTHER MISC REVENUES   | 1,997            | 1,800            | 3,500            | 2,500            |
| <b>TOTAL REVENUES AVAILABLE</b>   | <b>121,613</b>   | <b>143,870</b>   | <b>170,445</b>   | <b>169,870</b>   |
| <b>DEDUCT EXPENSES:</b>           |                  |                  |                  |                  |
| 403-542-100 PERSONAL SERVICES     | 13,140           | 10,335           | 10,240           | 10,300           |
| 403-542-300 OPERATING EXPENSES    | 358,377          | 84,303           | 65,433           | 77,088           |
| <b>TOTAL EXPENSES</b>             | <b>371,517</b>   | <b>94,638</b>    | <b>75,673</b>    | <b>87,388</b>    |
| <b>NET OPERATING INCOME</b>       | <b>(249,904)</b> | <b>49,232</b>    | <b>94,772</b>    | <b>82,482</b>    |
| <b>NON-OPERATING INCOME:</b>      |                  |                  |                  |                  |
| 403-389-200 FAA GRANT             | 445,110          | -                | -                | 181,771          |
| 403-389-301 FDOT GRANT            | 458,514          | 30,000           | 909,462          | 1,461,040        |
|                                   | <b>903,624</b>   | <b>30,000</b>    | <b>909,462</b>   | <b>1,642,811</b> |
| <b>NON-OPERATING EXPENSES:</b>    |                  |                  |                  |                  |
| 403-542-600 CAPITAL PROJECTS      | -                | 66,089           | 295,215          | 1,657,048        |
| <b>NET POSITION, SEPTEMBER 30</b> | <b>4,367,126</b> | <b>4,920,120</b> | <b>5,076,145</b> | <b>5,144,390</b> |

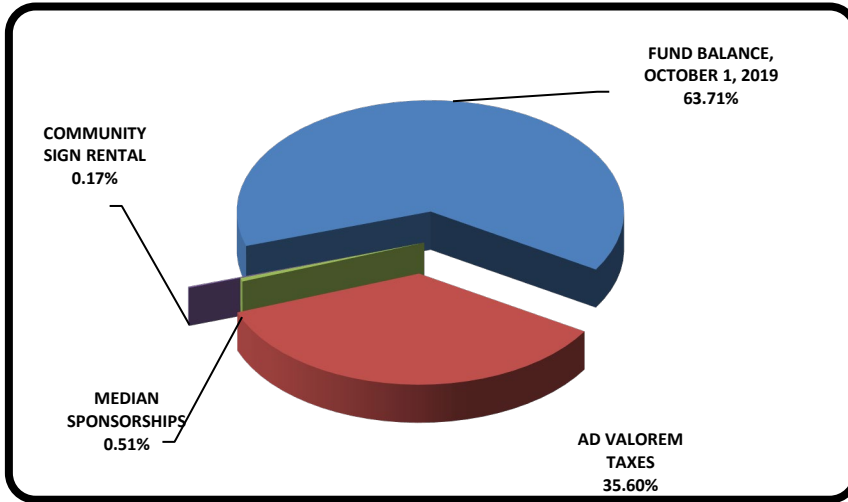


## AIRPORT FUND

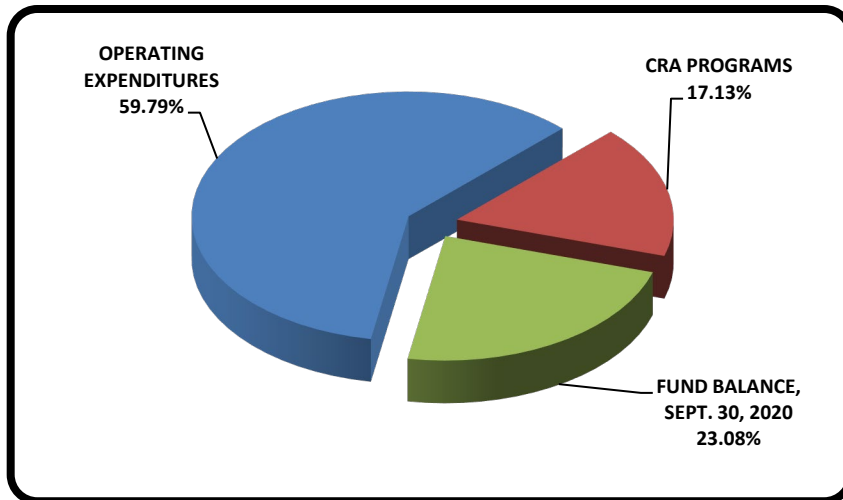
|                                      | <u>2018</u>      | <u>2019</u>    | <u>2019</u>     | <u>2020</u>      |
|--------------------------------------|------------------|----------------|-----------------|------------------|
|                                      | <u>ACTUAL</u>    | <u>BUDGET</u>  | <u>ESTIMATE</u> | <u>BUDGET</u>    |
| <b>PERSONAL SERVICES:</b>            |                  |                |                 |                  |
| 403-542-120 REGULAR SALARIES & WAGES | 11,071           | 8,570          | 8,565           | 8,570            |
| 403-524-210 FICA TAXES               | 635              | 655            | 655             | 655              |
| 403-542-220 RETIREMENT CONTRIBUTION  | 1,084            | 710            | 715             | 725              |
| 403-542-240 WORKERS COMPENSATION     | 350              | 400            | 305             | 350              |
| <b>PERSONAL SERVICES TOTAL</b>       | <b>13,140</b>    | <b>10,335</b>  | <b>10,240</b>   | <b>10,300</b>    |
| <b>OPERATING EXPENSES:</b>           |                  |                |                 |                  |
| 403-542-310 PROFESSIONAL SERVICES    | -                | -              | 2,468           | -                |
| 403-542-311 ATTORNEY SERVICES        | 3,895            | 5,000          | 3,020           | 5,000            |
| 403-542-340 CONTRACTUAL SERVICES     | 4,498            | 2,300          | 2,258           | 2,300            |
| 403-542-400 TRAVEL & PER DIEM        | -                | 600            | 294             | 600              |
| 403-542-410 COMMUNICATION SERVICES   | 2,246            | 2,475          | 2,440           | 2,475            |
| 403-542-421 POSTAGE                  | 81               | 75             | 30              | 75               |
| 403-542-431 UTILITY SERVICES         | 13,331           | 11,800         | 10,110          | 11,800           |
| 403-542-440 RENTALS & LEASES         | 60               | -              | -               | -                |
| 403-542-450 INSURANCE                | 21,338           | 22,715         | 15,098          | 15,100           |
| 403-542-460 REPAIRS & MAINTENANCE    | 9,604            | 17,070         | 14,760          | 17,770           |
| 403-542-461 R&M - BUILDINGS          | 13,644           | 13,000         | 3,225           | 11,500           |
| 403-542-462 R&M - EQUIPMENT          | 717              | 2,100          | 5,600           | 2,100            |
| 403-542-463 R&M - VEHICLES           | 1,162            | 1,000          | 900             | 1,250            |
| 403-542-480 PROMOTIONAL ACTIVITIES   | 635              | 700            | 130             | 700              |
| 403-542-490 OTHER CURRENT CHARGES    | 5,610            | -              | 737             | 750              |
| 403-542-510 OFFICE SUPPLIES          | 219              | 200            | 150             | 200              |
| 403-542-520 OPERATING SUPPLIES       | 4,080            | 2,400          | 1,794           | 2,600            |
| 403-542-522 FUEL AND OIL             | 1,202            | 2,000          | 1,900           | 2,000            |
| 403-542-540 DUES AND SUBSCRIPTIONS   | 355              | 368            | 519             | 368              |
| 403-542-550 TRAINING                 | -                | 500            | -               | 500              |
| 403-542-590 DEPRECIATION             | 275,700          | -              | -               | -                |
| <b>TOTAL OPERATING EXPENSES</b>      | <b>358,377</b>   | <b>84,303</b>  | <b>65,433</b>   | <b>77,088</b>    |
| <b>CAPITAL OUTLAY:</b>               |                  |                |                 |                  |
| 403-542-610 LAND                     | 8,284            | 20,717         | 13,617          | -                |
| 403-542-620 BUILDINGS                | 696,001          | -              | 1,900           | 1,162,580        |
| 403-542-630 INFRASTRUCTURE           | 206,677          | 45,372         | 273,198         | 292,500          |
| 403-542-640 MACHINERY & EQUIPMENT    | -                | -              | 6,500           | -                |
| 403-542-680 INTANGIBLE ASSET         | -                | -              | -               | 201,968          |
| <b>TOTAL CAPITAL OUTLAY</b>          | <b>910,962</b>   | <b>66,089</b>  | <b>295,215</b>  | <b>1,657,048</b> |
| <b>TOTAL EXPENSES</b>                | <b>1,282,479</b> | <b>160,727</b> | <b>370,888</b>  | <b>1,744,436</b> |



# COMMUNITY REDEVELOPMENT AGENCY



|                                  | <u>BUDGET</u>            | <u>PERCENT REVENUES</u> |
|----------------------------------|--------------------------|-------------------------|
| FUND BALANCE, OCTOBER 1, 2019    | \$ 371,922               | 63.71%                  |
| AD VALOREM TAXES                 | 207,850                  | 35.60%                  |
| MEDIAN SPONSORSHIPS              | 3,000                    | 0.51%                   |
| COMMUNITY SIGN RENTAL            | 1,000                    | 0.17%                   |
| <b>TOTAL AVAILABLE RESOURCES</b> | <b><u>\$ 583,772</u></b> | <b><u>100.00%</u></b>   |



|                               | <u>BUDGET</u>            | <u>PERCENT EXPENSES</u> |
|-------------------------------|--------------------------|-------------------------|
| OPERATING EXPENDITURES        | \$ 349,045               | 59.79%                  |
| CRA PROGRAMS                  | 100,000                  | 17.13%                  |
| FUND BALANCE, SEPT. 30, 2020  | 134,727                  | 23.08%                  |
| <b>TOTAL USE OF RESOURCES</b> | <b><u>\$ 583,772</u></b> | <b><u>100.00%</u></b>   |





## COMMUNITY REDEVELOPMENT AGENCY

### GOALS:

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

|                        | 2018<br>ACTUAL    | 2019<br>BUDGET    | 2019<br>ESTIMATE  | 2020<br>BUDGET    |
|------------------------|-------------------|-------------------|-------------------|-------------------|
| PERSONAL SERVICES      | \$ -              | \$ -              | \$ -              | \$ -              |
| OPERATING EXPENDITURES | 28,933            | 150,770           | 123,990           | 172,545           |
| CAPITAL OUTLAY         | 90,537            | 176,500           | 7,500             | 276,500           |
|                        | <u>\$ 119,470</u> | <u>\$ 327,270</u> | <u>\$ 131,490</u> | <u>\$ 449,045</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>2018</u>    | <u>2019</u>    | <u>2019</u>     | <u>2020</u>    |
|------------------------------------|----------------|----------------|-----------------|----------------|
|                                    | <u>ACTUAL</u>  | <u>BUDGET</u>  | <u>ESTIMATE</u> | <u>BUDGET</u>  |
| <b>FUND BALANCE, OCTOBER 1</b>     | <b>244,660</b> | <b>267,818</b> | <b>296,561</b>  | <b>371,922</b> |
| <b>ADD REVENUES:</b>               |                |                |                 |                |
| 104-311-100 AD VALOREM TAXES       | 170,036        | 202,952        | 202,801         | 207,850        |
| 104-361-200 COMMUNITY SIGN RENTAL  | 1,335          | 1,000          | 1,050           | 1,000          |
| 104-366-100 CRA MEDIAN SPONSORSHIP | -              | 5,000          | 3,000           | 3,000          |
| <b>TOTAL REVENUES</b>              | <b>171,371</b> | <b>208,952</b> | <b>206,851</b>  | <b>211,850</b> |
| <b>TOTAL AVAILABLE RESOURCES</b>   | <b>416,031</b> | <b>476,770</b> | <b>503,412</b>  | <b>583,772</b> |
| <b>DEDUCT EXPENDITURES:</b>        |                |                |                 |                |
| 104-559-310 PROFESSIONAL SERVICES  | -              | 2,500          | 9,520           | 25,000         |
| 104-559-311 ATTORNEY SERVICES      | 120            | 1,500          | 1,190           | 1,500          |
| 104-559-340 CONTRACTUAL SERVICES   | 9,000          | 32,500         | 69,656          | 32,500         |
| 104-559-400 TRAVEL AND PER DIEM    | -              | 415            | 793             | 800            |
| 104-559-420 POSTAGE                | -              | 50             | -               | 50             |
| 104-559-450 INSURANCE - P&C        | 4,448          | 4,785          | 3,424           | 3,425          |
| 104-559-460 REPAIRS & MAINTENANCE  | 4,135          | 7,375          | 2,406           | 7,375          |
| 104-559-490 OTHER CURRENT CHARGES  | 184            | -              | 87              | 100            |
| 104-559-491 LEGAL ADVERTISING      | 23             | -              | 180             | 150            |
| 104-559-492 SPECIAL DISTRICT FEE   | -              | 175            | 175             | 175            |
| 104-559-499 CRA PROGRAMS           | 10,000         | 100,000        | 19,000          | 100,000        |
| 104-559-520 OPERATING SUPPLIES     | 228            | 350            | 234             | 350            |
| 104-559-540 DUES & SUBSCRIPTIONS   | 795            | 725            | 725             | 725            |
| 104-559-550 TRAINING               | -              | 395            | -               | 395            |
| 104-559-610 LAND                   | -              | -              | 16,600          | -              |
| 104-559-630 INFRASTRUCTURE         | 90,537         | 176,500        | 7,500           | 276,500        |
| <b>TOTAL EXPENDITURES</b>          | <b>119,470</b> | <b>327,270</b> | <b>131,490</b>  | <b>449,045</b> |
| <b>FUND BALANCE, SEPTEMBER 30</b>  | <b>296,561</b> | <b>149,500</b> | <b>371,922</b>  | <b>134,727</b> |



## COMMUNITY REDEVELOPMENT AGENCY

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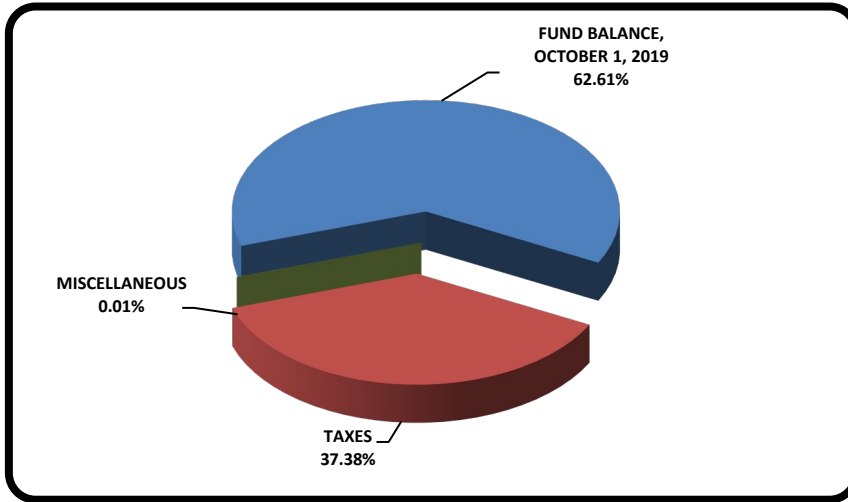
### CAPITAL OUTLAY DETAILS

#### 104-559-630 Infrastructure

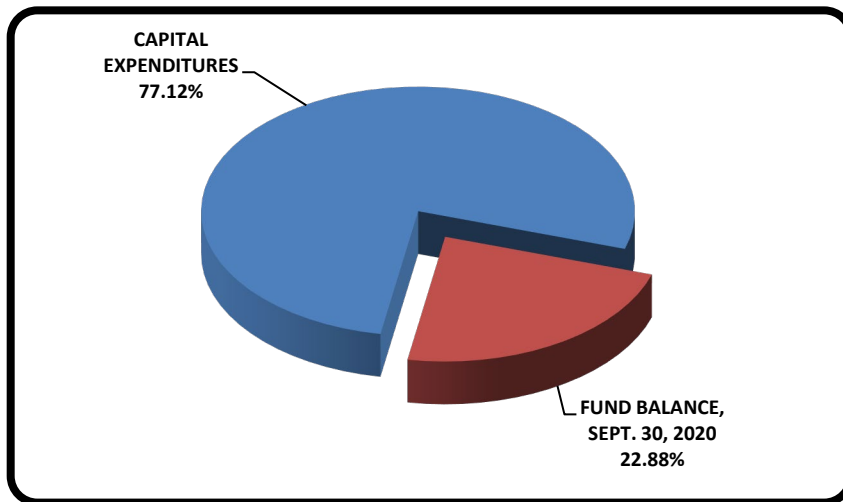
|   |                   |
|---|-------------------|
| Cadwell Park master plan                  | \$ 20,000         |
| Street resurfacing                        | 75,000            |
| Street signs and other wayfinding signage | 11,500            |
| Larkin dugouts and field improvements     | 5,000             |
| Bus shelters and benches                  | 5,000             |
| Parking                                   | 25,000            |
| Tree removal, planting and carvings       | 35,000            |
| Splash pad                                | 100,000           |
|   | <u>\$ 276,500</u> |



# CAPITAL PROJECTS FUND



|                                  | <u>BUDGET</u>             | <u>PERCENT REVENUES</u> |
|----------------------------------|---------------------------|-------------------------|
| FUND BALANCE, OCTOBER 1, 2019    | \$ 707,622                | 62.61%                  |
| TAXES                            | 422,545                   | 37.38%                  |
| MISCELLANEOUS                    | 100                       | 0.01%                   |
| <b>TOTAL AVAILABLE RESOURCES</b> | <b><u>\$1,130,267</u></b> | <b><u>100.00%</u></b>   |



|                               | <u>BUDGET</u>             | <u>PERCENT EXPENSES</u> |
|-------------------------------|---------------------------|-------------------------|
| CAPITAL EXPENDITURES          | 828,000                   | 73.26%                  |
| FUND BALANCE, SEPT. 30, 2020  | 245,709                   | 21.74%                  |
| <b>TOTAL USE OF RESOURCES</b> | <b><u>\$1,130,267</u></b> | <b><u>100.00%</u></b>   |



## CAPITAL PROJECTS FUND

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### GOALS:

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

|                | 2018<br>ACTUAL    | 2019<br>BUDGET    | 2019<br>ESTIMATE  | 2020<br>BUDGET    |
|----------------|-------------------|-------------------|-------------------|-------------------|
| CAPITAL OUTLAY | 321,615           | 775,275           | 482,617           | 828,000           |
| DEBT SERVICE   | 42,050            | 48,178            | 56,559            | 56,558            |
|                | <u>\$ 363,665</u> | <u>\$ 823,453</u> | <u>\$ 539,176</u> | <u>\$ 884,558</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>2018</u>    | <u>2019</u>      | <u>2019</u>      | <u>2020</u>      |
|--------------------------------------|----------------|------------------|------------------|------------------|
|                                      | ACTUAL         | BUDGET           | ESTIMATE         | BUDGET           |
| <b>FUND BALANCE, OCTOBER 1</b>       | <b>80,904</b>  | <b>181,950</b>   | <b>627,626</b>   | <b>707,622</b>   |
| <b>ADD REVENUES:</b>                 |                |                  |                  |                  |
| 301-312-600 INFRASTRUCTURE SURTAX    | 430,387        | 422,545          | 376,180          | 422,545          |
| 301-334-390 MEDIAN IMPROVEMENT GRANT | -              | 250,000          | -                | -                |
| 301-334-390 FRDAP GRANTS             | -              | 50,000           | 46,892           | -                |
| 301-331-200 USDA GRANTS - POLICE     | -              | 28,000           | 28,000           | -                |
| 301-331-200 USDA GRANTS - FIRE       | -              | 168,000          | 168,000          | -                |
| 301-384-100 NOTE PROCEEDS            | 480,000        | -                | -                | -                |
| 301-361-100 INTEREST EARNED          | -              | 100              | 100              | 100              |
| <b>TOTAL REVENUES AVAILABLE</b>      | <b>991,291</b> | <b>1,100,595</b> | <b>1,246,798</b> | <b>1,130,267</b> |
| <b>DEDUCT EXPENDITURES:</b>          |                |                  |                  |                  |
| 301-XXX-600 CAPITAL PROJECTS         | 321,615        | 775,275          | 482,617          | 828,000          |
| 301-519-700 DEBT SERVICE             | 42,050         | 48,178           | 56,559           | 56,558           |
| <b>TOTAL EXPENDITURES</b>            | <b>363,665</b> | <b>823,453</b>   | <b>539,176</b>   | <b>884,558</b>   |
| <b>FUND BALANCE, SEPTEMBER 30</b>    | <b>627,626</b> | <b>277,142</b>   | <b>707,622</b>   | <b>245,709</b>   |



## CAPITAL PROJECTS FUND

|                                     | <u>2018</u>            | <u>2019</u>    | <u>2019</u>     | <u>2020</u>    |                |
|-------------------------------------|------------------------|----------------|-----------------|----------------|----------------|
|                                     | <u>ACTUAL</u>          | <u>BUDGET</u>  | <u>ESTIMATE</u> | <u>BUDGET</u>  |                |
| <b>CAPITAL PROJECTS:</b>            |                        |                |                 |                |                |
| <i>FINANCE &amp; ADMINISTRATION</i> |                        |                |                 |                |                |
| 301-513-620                         | BUILDINGS              | -              | 20,000          | -              | 20,000         |
| 301-513-640                         | MACHINERY & EQUIPMENT  | -              | -               | 36,748         | -              |
| <i>POLICE</i>                       |                        |                |                 |                |                |
| 301-521-620                         | BUILDINGS              | -              | -               | -              | -              |
| 301-521-640                         | MACHINERY & EQUIPMENT  | 99,977         | 99,000          | 88,569         | 100,500        |
| <i>FIRE</i>                         |                        |                |                 |                |                |
| 301-522-640                         | MACHINERY & EQUIPMENT  | 49,614         | 53,775          | 55,209         | -              |
| <i>ROADS &amp; STREETS</i>          |                        |                |                 |                |                |
| 301-541-630                         | INFRASTRUCTURE         | 142,033        | 515,000         | 192,032        | 200,000        |
| 301-541-640                         | MACHINERY & EQUIPMENT  | -              | 10,500          | 5,327          | 7,500          |
| <i>PARKS</i>                        |                        |                |                 |                |                |
| 301-572-620                         | BUILDINGS              | 24,000         | 50,000          | 77,525         | -              |
| 301-572-630                         | INFRASTRUCTURE         | 5,991          | -               | 900            | 500,000        |
| 301-572-640                         | MACHINERY & EQUIPMENT  | -              | 27,000          | 26,307         | -              |
| <b>TOTAL</b>                        |                        | <b>321,615</b> | <b>775,275</b>  | <b>482,617</b> | <b>828,000</b> |
| <b>DEBT SERVICE:</b>                |                        |                |                 |                |                |
| 301-519-713                         | USB LOAN - PRINCIPAL   | 22,850         | -               | -              | -              |
| 301-519-714                         | CHASE LOAN - PRINCIPAL | -              | 41,679          | 41,679         | 42,970         |
| 301-519-723                         | USB LOAN - INTEREST    | 19,200         | -               | -              | -              |
| 301-519-724                         | CHASE LOAN - INTEREST  | -              | 6,499           | 14,880         | 13,588         |
| <b>TOTAL</b>                        |                        | <b>42,050</b>  | <b>48,178</b>   | <b>56,559</b>  | <b>56,558</b>  |
| <b>TOTAL COST</b>                   |                        | <b>363,665</b> | <b>823,453</b>  | <b>539,176</b> | <b>884,558</b> |



## CAPITAL PROJECTS FUND

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### CAPITAL OUTLAY DETAILS

|             |   |                |
|-------------|---|----------------|
| 301-513-620 | City Hall South - Update Restrooms, Walls, and Floors | 20,000         |
| 301-521-640 | 2 Police Cars   | 85,510         |
| 301-521-640 | New Countywide Radios                                 | 8,080          |
| 301-521-640 | Replace 5 year old server at Police Department        | 6,910          |
| 301-541-630 | Street Paving and Improvements                        | 200,000        |
| 301-541-640 | New dump trailer                                      | 7,500          |
| 301-572-630 | Upgrades to swimming pool and bathrooms               | 500,000        |
|             |   | <u>828,000</u> |