

City of Umatilla



*Umatilla Airport Project:
Completion of Parallel Taxiway*

Fiscal Year 2020~2021 Budget



Before and After Pictures of Daphne Street Reconstruction Project







September 22, 2020

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) 2021.

During the fiscal year ending September 30, 2019 we accomplished significant objectives including:

Water

- Completion of the CDBG waterline upgrade project.

Sewer Interconnect

- This \$6,000,000 dollar project is underway and we have completed the Design Phase of the sewer interconnect with Eustis. The DEP has accepted the project plans and specifications contingent upon the issuance of the construction permit. The next step in the process is funding for the construction. **Funding:** SJRWMD has indicated funding of \$1,500,000, and once their budget is adopted on September 22, 2020 a contract may be signed and submitted by the city. A Legislative Appropriation in the amount of \$500,000 is part of the state's budget for funding part of this project. The balance of the project will be funded through an SRF grant/loan. The amount anticipated to be funded is \$3,793,300. The State has forgiven 80% of the principle on this loan and allowed 0% percent interest on the balance. The total amount estimated for the 0% loan is \$800,000.

Sewer

- Relined deteriorated sewer lines along Kentucky Avenue.

Airport

- Purchased undeveloped property and two storage buildings with a \$408,079 FDOT grant in the thru-the-fence area at the southwest corner of the airport. The city's only contribution to this purchase was \$4,500 for appraisals.
- Staff anticipates a FDOT grant for approximately \$1,000,000 to fund the construction of Infrastructure Project, to be presented to the Council at the September 15th meeting. Council awarded the bid to P&S Paving at the August 18th meeting contingent upon the FDOT funding.
- Updating the airport's Master Plan utilizing \$202,968 grant from the FAA and FDOT. The city's contribution was 2% or \$4,039.
- Completed the runway rehab design and bidding project with a \$308,000 FDOT grant.
- Received \$20,000 CARES Act funding from FAA.

- Received \$35,000 FDOT grant funding for the fuel farm rehabilitation.

Cadwell Park and Larkin Park

- Cadwell Park Phase II - Received notification of \$50,000 in FRDAP funding; contracts are pending.
- Larkin Park Phase II - Received notification of \$50,000 in FRDAP funding; contracts are pending.

Roads & Streets

- Daphne Avenue reconstruction project complete. Repaving of streets indicated for this fiscal year have also been completed.

City Hall & Fire Department Renovations

- Both projects have been bid and construction on the City Hall has commenced.

Stormwater

- Grants were awarded by the Lake County Water Authority for the Trowell Avenue Baffle Box Project and a Master Stormwater property acquisition to address Umatilla Boulevard
- Completed the relining of deteriorated stormwater pipes along Seminole.

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 was strong until the COVID-19 Pandemic in early calendar year 2020, there are yet unrealized negative financial impacts to the City in this Fiscal Year. This unfortunate worldwide event will not keep the City from focusing on addressing our fiscal infrastructure needs to meet the needs of our citizens.

In FY 2021, we have also 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 2020 with a balance of \$905,384 which is \$101,598 more than originally budgeted. The City was able to reduce the budgeted use of General Fund Reserves for FY 2020, which will provide funding for unknown emergencies in Fiscal Year 2021.

Property values in Lake County have increased this year with City of Umatilla taxable values increasing by 8.46% or \$12.5 million. Of this total, \$1.7 million is attributable to new construction. The budget includes a millage rate of 7.1089, unchanged from FY 2020, generating property tax revenue of \$920,128 for General Fund and \$166,446 for Community Redevelopment Agency (CRA). These number reflect a net increase to the General Fund of \$141,972 over FY2020.

The remainder of this message is intended to highlight some of the more substantial areas of the overall operating budget for fiscal year 2021.

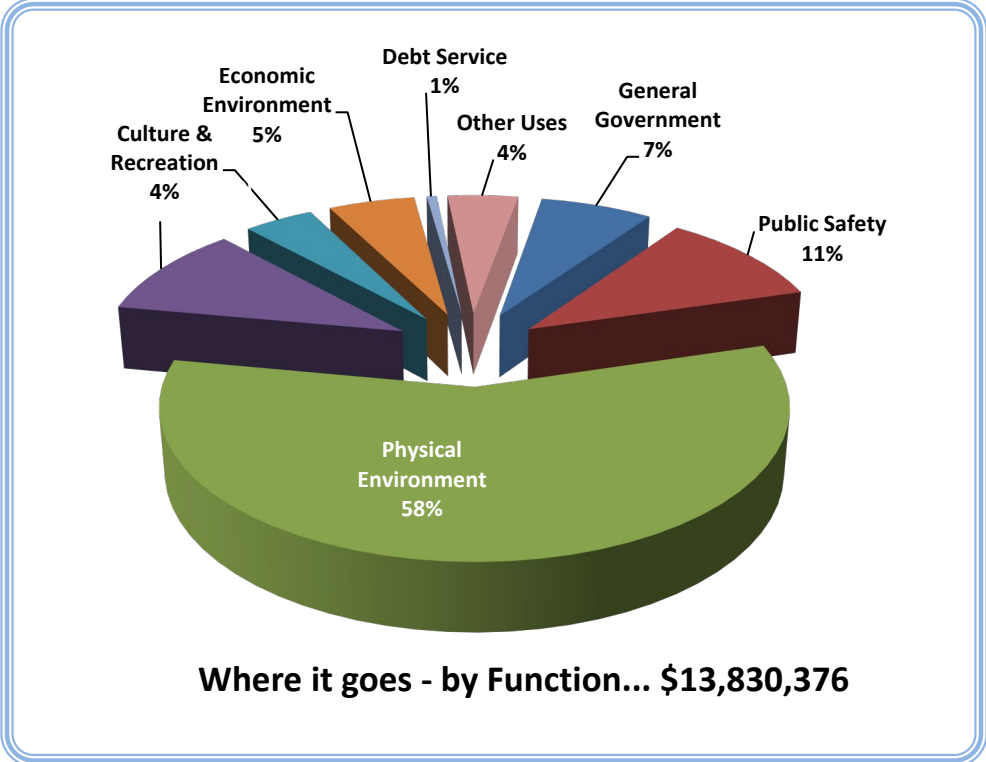
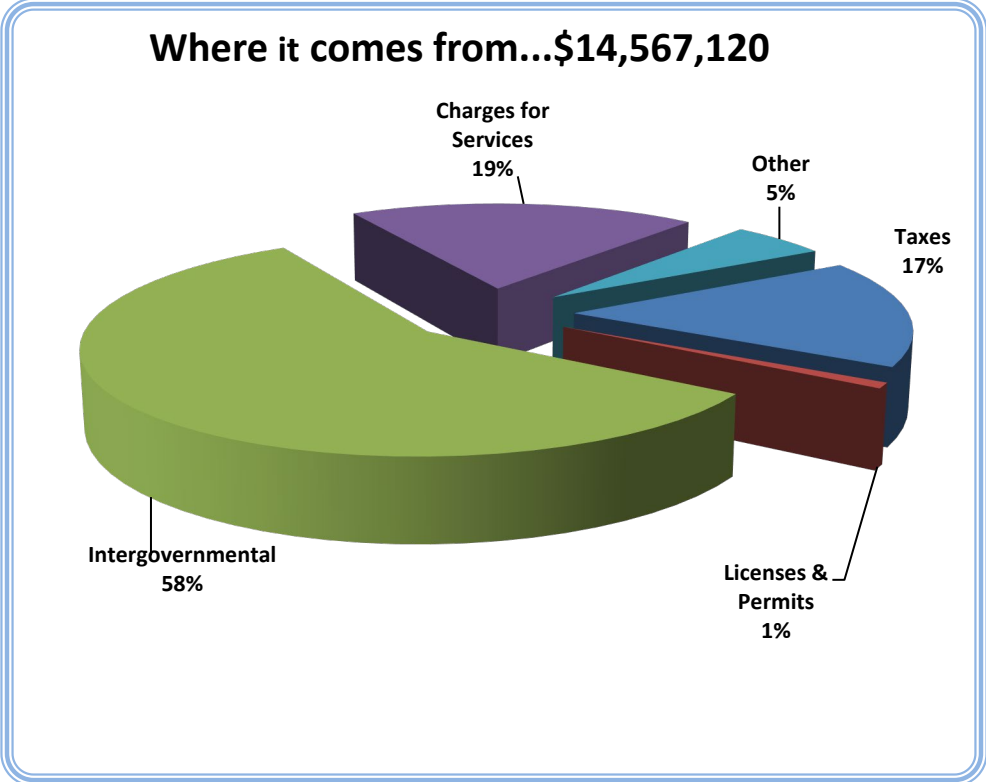
Budget Document

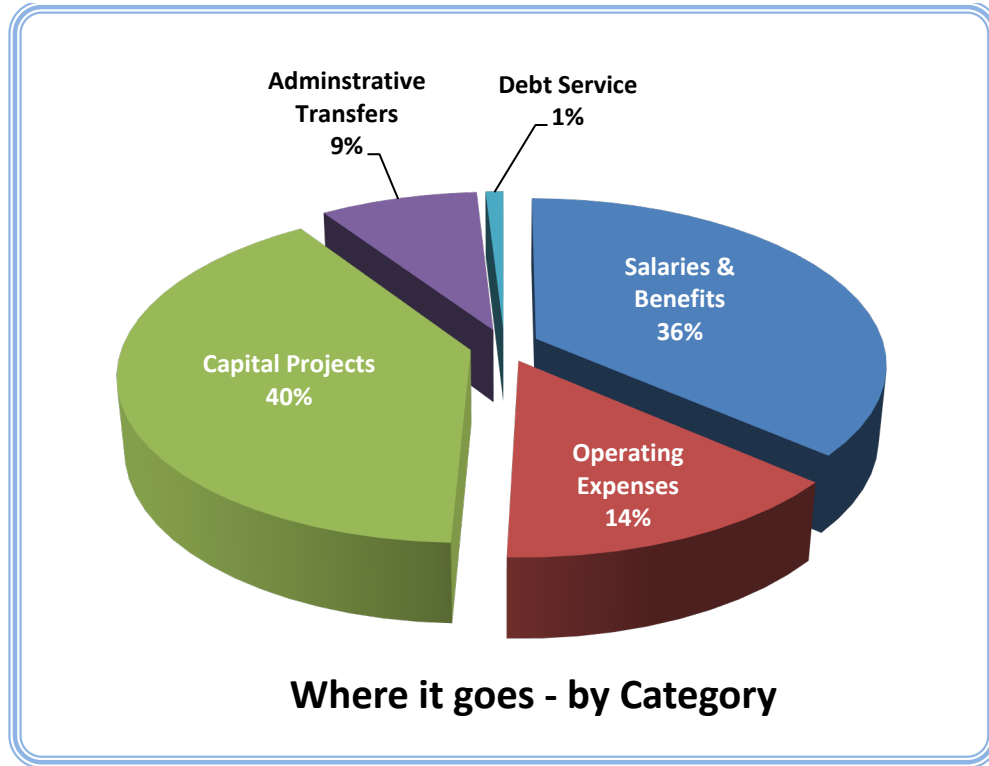
The budget is designed to provide the reader with a comprehensive and informative document that includes the policy directives of the Council. The budget is a plan that provides management with the necessary tools to analyze, diagnose, and evaluate how well appropriated funds are converted into the services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

Budget Highlights

The total expenditure budget for FY 2021 is \$13,830,376 compared to the FY 2020 adopted budget of \$10,174,666, which represents an overall increase of \$3,655,710. This increase is due to grant-funded projects planned for during FY 2021 as well as the Sewer Interconnect Project with the City of Eustis and the 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 projected are \$1,143,762, which is \$141,972 more than last year's budget. The FY 2021 General Fund property tax revenues are estimated at \$920,128, not including the City portion of the CRA property tax of \$166,446.
- 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 \$132,789. This amount may change based on the adopted millage rates of the other taxing authorities.
- Major funding for capital projects continues in FY 2021 with the City taking advantage of our REDI status for project funding through the Saint Johns River Water Management District and FDOT.





Roadway and Sidewalk Infrastructure

Our roadway improvements continue to be a high priority in FY 2021 with over \$200,000 budgeted to complete resurfacing projects.

Employee Salaries and Benefits

For FY 2021, the City health insurance costs increased 8.5% due to higher claims losses during last year. The increase in these costs have been absorbed by the City. All other insurance rates remained stable. We will continue to offer a third lower cost health insurance alternative to employees which we began in FY 2020. The City will continue its non-tobacco use and annual physical incentive program in FY 2021. We will again be increasing the amount paid by those that choose not to participate. 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 for FRS-covered employees, while Police Pension plan contribution remains the same after changes were approved by City Council during Fiscal Year 2020.

The payroll budgets have been prepared based on an overall increase of 2.5%. There will be no salary increases next year and instead the City will pay out lump sum performance-based awards from 0.0% - 3.0%. These amounts will be determined by Department Head evaluations and approved by the City Manager.

Property and Casualty Insurance

Property and casualty insurance rates remain flat for FY 2021. We went out for bid in FY 2019 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 2021 provides a sound financial plan for the City and enables staff to maintain a high level of service to our residents. I would like to take this opportunity to thank the Council members and Directors for all their hard work and dedication in preparing this budget.

Sincerely,



R. Scott Blankenship
City Manager



CITY OF UMATILLA

FISCAL YEAR 2020-2021 BUDGET

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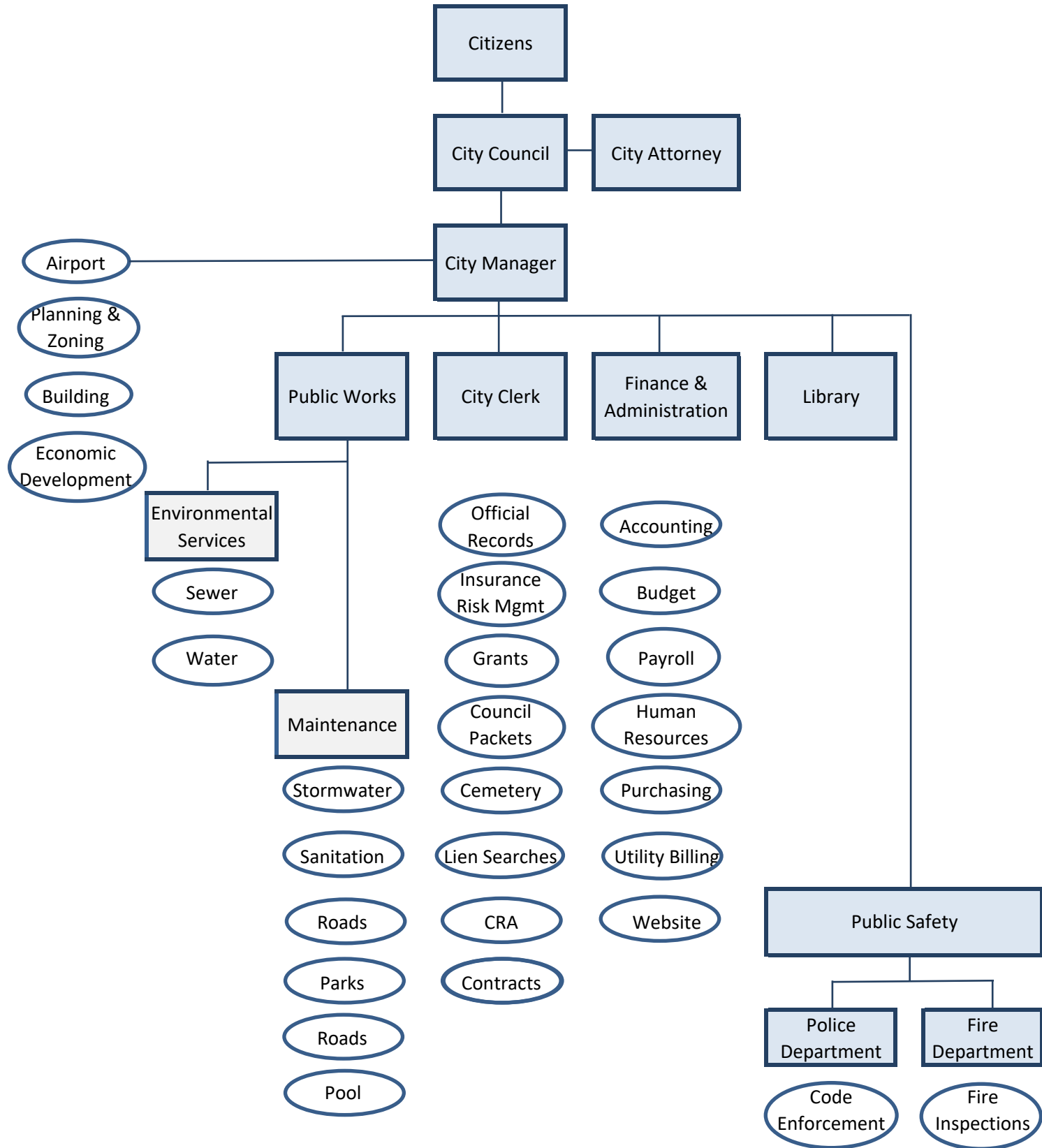


**CITY OF UMATILLA
BUDGET CALENDAR
FISCAL YEAR 2020-2021**

DATE	TASKS
06/01/20	Preliminary estimate of property tax value due from Property Appraiser
06/01/20	Departments begin budget preparation
06/15/20	Finance reviews budgets with departments
06/25/20	City Manager reviews budgets
06/29/20	Certification of Taxable Value by Property Appraiser
07/29/20	Budget workshop with City Council
07/29/20	Budget workshop with CRA Board
07/29/20	City Council sets Proposed Millage Rate (Special Meeting)
08/03/20	Deadline to submit Fire Assessment Roll to Property Appraiser for inclusion on TRIM notice
08/03/20	Statutory deadline to notify Property Appraiser of proposed millage rate and the date, time and place of the first public budget hearing
08/05/20	Budget workshop with City Council
08/17/20	Deadline for Property Appraiser to mail TRIM notices
09/08/20	Public Hearing to adopt tentative budget and millage rates, set final public hearing date, time and place.
09/08/20	Adopt Final Fire Assessment Resolution
09/15/20	Certify Fire Assessment Roll to Tax Collector
09/22/20	CRA Meeting to adopt CRA budget (held prior to Final Public Hearing)
09/22/20	Final Public Hearing to adopt FY 2021 millage rates and budget
09/25/20	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 2020-2021

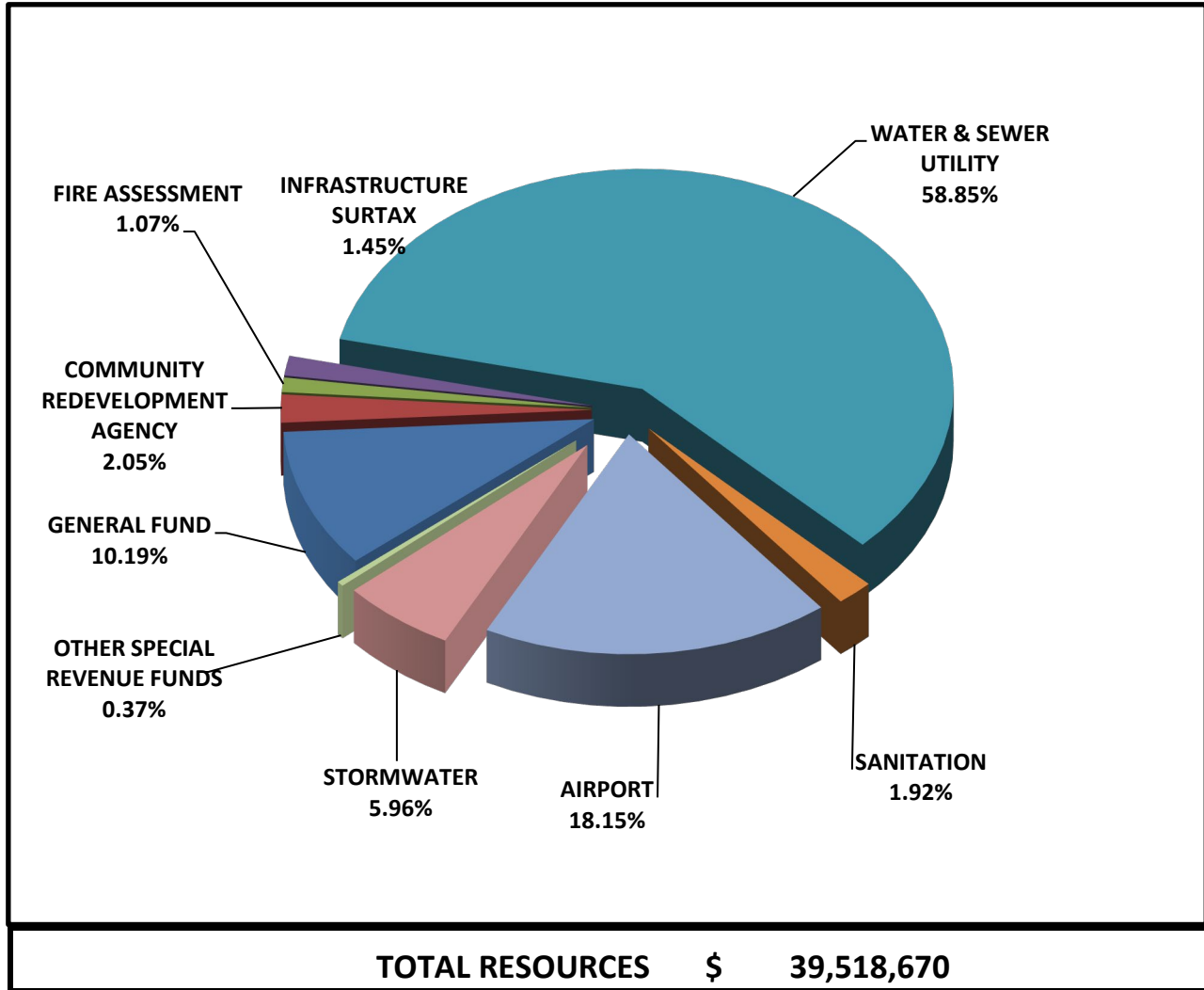
BUDGET SUMMARY

	GENERAL FUND	SPECIAL REVENUE FUNDS	CAPITAL PROJECTS FUND	ENTERPRISE FUNDS	TOTAL
CASH BALANCES BROUGHT FORWARD	\$909,387	\$493,249	\$255,762	\$23,293,152	\$24,951,550
ESTIMATED REVENUES:					
Ad Valorem Taxes - Millage 7.1089	920,128	299,235	-	-	1,219,363
Sales and Use Taxes	72,058	-	317,451	-	389,509
Franchise Fees	280,000	-	-	-	280,000
Utility Service Taxes	372,000	-	-	-	372,000
Communications Services Tax	112,830	-	-	-	112,830
Licenses and Permits	126,500	-	-	-	126,500
Intergovernmental	430,574	200,000	-	7,792,811	8,423,385
Charges for Services	22,000	377,854	-	2,452,850	2,852,704
Fines and Forfeitures	20,300	500	-	-	20,800
Miscellaneous	41,500	6,250	100	3,800	51,650
Other Financing Sources	718,379	-	-	-	718,379
	<u>3,116,269</u>	<u>883,839</u>	<u>317,551</u>	<u>10,249,461</u>	<u>14,567,120</u>
Total Estimated Revenues and Cash Balances Brought Forward	<u>4,025,656</u>	<u>1,377,088</u>	<u>\$573,313</u>	<u>\$33,542,613</u>	<u>39,518,670</u>
ESTIMATED EXPENDITURES/EXPENSES:					
General Government	960,761	-	-	-	960,761
Public Safety	1,083,510	401,554	-	-	1,485,064
Physical Environment	50,290	-	-	7,892,155	7,942,445
Transportation	545,130	-	485,510	387,440	1,418,080
Culture & Recreation	597,275	-	-	-	597,275
Economic Environment	-	738,565	-	-	738,565
Debt Service	-	-	65,087	20,654	85,741
Other Uses	2,445	-	-	600,000	602,445
	<u>3,239,411</u>	<u>1,140,119</u>	<u>550,597</u>	<u>8,900,249</u>	<u>13,830,376</u>
Total Expenditures / Expenses	<u>3,239,411</u>	<u>1,140,119</u>	<u>550,597</u>	<u>8,900,249</u>	<u>13,830,376</u>
Reserves	<u>786,245</u>	<u>236,969</u>	<u>22,716</u>	<u>24,642,364</u>	<u>25,688,294</u>
Total Appropriated Expenditures/ Expenses and Reserves	<u>\$4,025,656</u>	<u>\$1,377,088</u>	<u>\$573,313</u>	<u>\$33,542,613</u>	<u>\$39,518,670</u>



CITY OF UMATILLA

**TOTAL BUDGET RESOURCES
FISCAL YEAR 2020-2021**

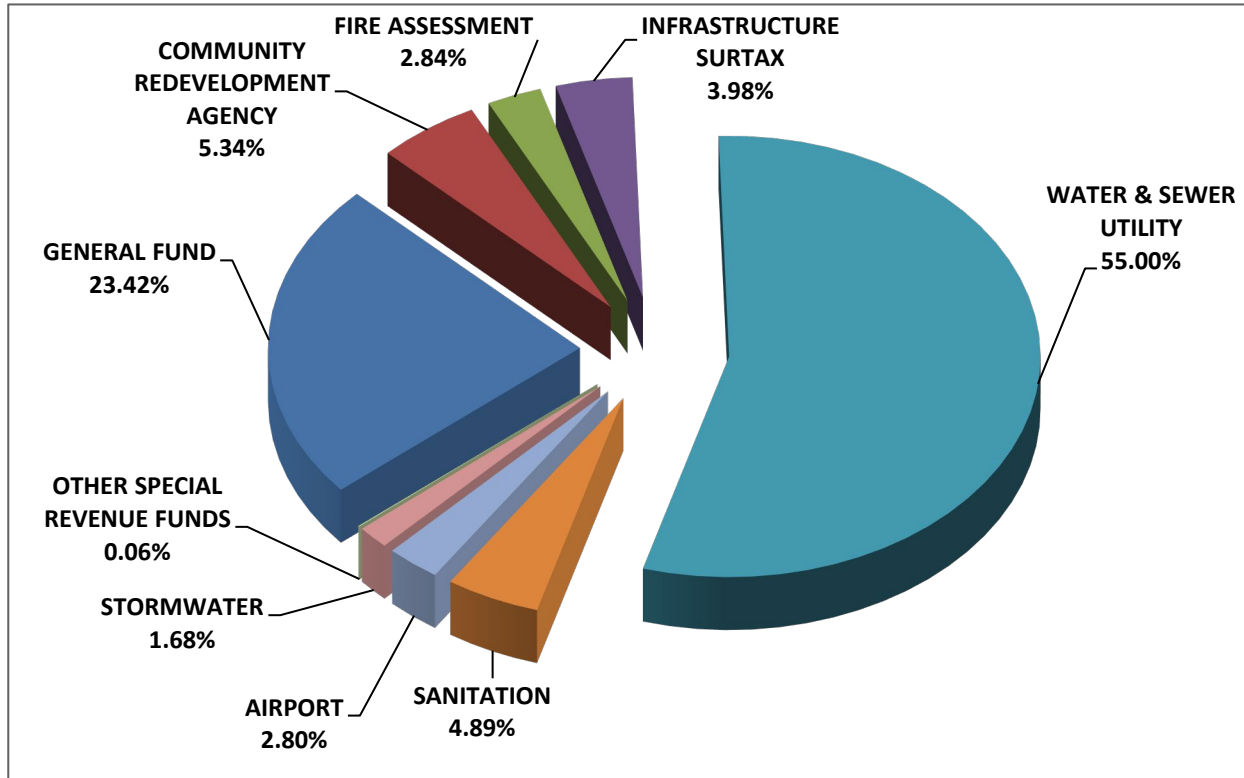


	<u>TOTALS</u>	<u>PERCENT OF BUDGET</u>
GENERAL FUND	\$ 4,025,656	10.19%
COMMUNITY REDEVELOPMENT AGENCY	811,284	2.05%
FIRE ASSESSMENT	421,087	1.07%
INFRASTRUCTURE SURTAX	573,313	1.45%
WATER & SEWER UTILITY	23,255,411	58.85%
SANITATION	756,930	1.92%
AIRPORT	7,173,223	18.15%
STORMWATER	2,357,049	5.96%
OTHER SPECIAL REVENUE FUNDS	144,717	0.37%
TOTAL RESOURCES	\$ 39,518,670	100.00%



CITY OF UMATILLA

**TOTAL BUDGET APPROPRIATIONS
FISCAL YEAR 2020-2021**



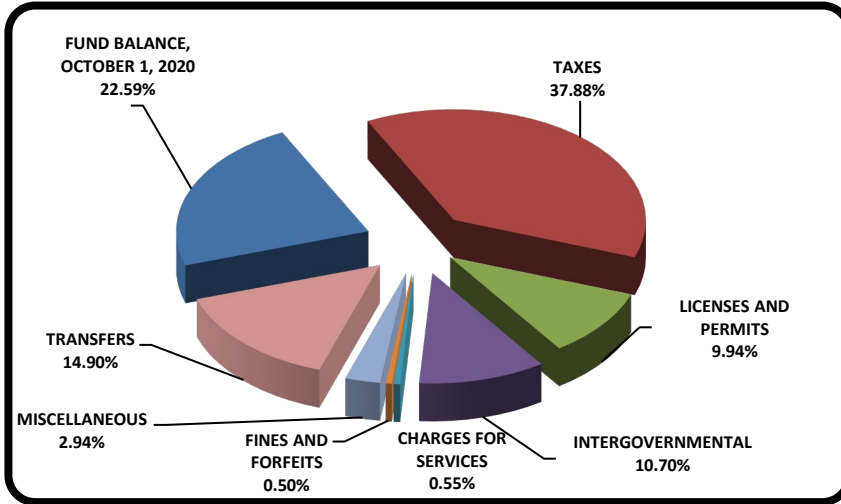
TOTAL APPROPRIATIONS \$ 13,834,409

	TOTALS	PERCENT OF BUDGET
GENERAL FUND	\$ 3,239,411	23.42%
COMMUNITY REDEVELOPMENT AGENCY	738,565	5.34%
FIRE ASSESSMENT	392,849	2.84%
INFRASTRUCTURE SURTAX	550,597	3.98%
WATER & SEWER UTILITY	7,608,237	55.00%
SANITATION	676,645	4.89%
AIRPORT	387,440	2.80%
STORMWATER	231,960	1.68%
OTHER SPECIAL REVENUE FUNDS	8,705	0.06%
TOTAL EXPENDITURES	\$ 13,834,409	100.00%

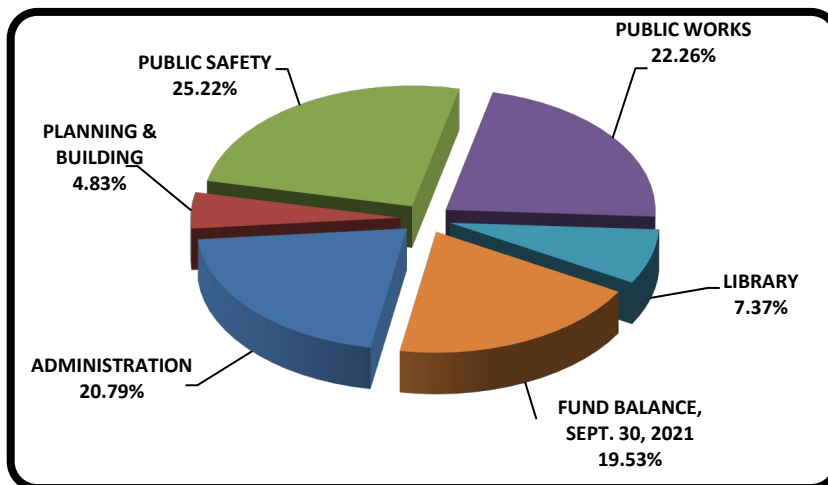




GENERAL FUND



	BUDGET	PERCENT REVENUES
FUND BALANCE, OCTOBER 1, 2020	\$ 909,387	22.59%
TAXES	1,525,016	37.88%
LICENSES AND PERMITS	400,000	9.94%
INTERGOVERNMENTAL	430,574	10.70%
CHARGES FOR SERVICES	22,000	0.55%
FINES AND FORFEITS	20,300	0.50%
MISCELLANEOUS	118,379	2.94%
TRANSFERS	600,000	14.90%
TOTAL AVAILABLE RESOURCES	<u>\$4,025,656</u>	<u>100.00%</u>



	BUDGET	PERCENT EXPENSES
ADMINISTRATION	\$ 837,026	20.79%
PLANNING & BUILDING	194,255	4.83%
PUBLIC SAFETY	1,015,435	25.22%
PUBLIC WORKS	896,165	22.26%
LIBRARY	296,530	7.37%
FUND BALANCE, SEPT. 30, 2021	786,245	19.53%
TOTAL USE OF RESOURCES	<u>\$4,025,656</u>	<u>100.00%</u>



CITY OF UMATILLA

GENERAL FUND BUDGET SUMMARY

	2019	2020	2020	2021
	ACTUAL	BUDGET	ESTIMATE	BUDGET
FUND BALANCE, OCTOBER 1	\$ 657,093	\$ 803,946	\$ 905,384	\$ 909,387
ADD REVENUES:				
TAXES:				
001-311-100 Ad Valorem Taxes @ 7.1089	788,167	888,278	843,278	920,128
001-311-200 Ad Valorem Tax Delinq.	53,955	41,500	40,045	41,500
001-312-100 \$.06 Local Option Gas Tax	75,854	85,153	72,750	72,058
001-314-100 Excise - Electric	319,114	290,000	311,120	310,000
001-314-300 Excise - Water	50,138	50,000	52,900	52,000
001-314-400 Excise - Gas	9,881	11,000	9,900	10,000
001-315-100 Communications Svcs Tax	103,800	135,488	111,080	112,830
001-316-100 Local Business Tax	6,482	8,500	6,400	6,500
TOTAL	1,407,391	1,509,919	1,447,473	1,525,016
LICENSES AND PERMITS:				
001-322-100 Building Permits	95,437	80,000	33,990	-
001-322-200 City Permits	15,966	20,000	186,760	120,000
001-323-100 Franchise Fees-Electric	260,892	245,000	236,160	240,000
001-323-400 Franchise Fees-Gas	4,490	5,500	4,935	5,000
001-323-700 Franchise Fees-Garbage	29,551	35,000	33,270	35,000
TOTAL	406,336	385,500	495,115	400,000
INTERGOVERNMENTAL REVENUES:				
001-331-200 Federal Justice Grants	3,919	-	-	-
001-331-620 FEMA - Hurricane Irma	33,321	-	-	-
001-334-201 State Pension Contribution	35,832	-	-	-
001-335-120 State Revenue Sharing	149,013	163,862	104,276	128,838
001-335-140 Mobile Home Licenses	4,041	4,500	4,095	4,100
001-335-150 Alcoholic Bev Licenses	2,216	3,000	1,500	2,500
001-335-180 1/2 Cent Sales Tax	229,990	253,632	231,680	199,438
001-335-490 Reb On Muni. Gas Tax	2,129	3,500	3,128	3,500
001-337-710 County Grants-Library	69,158	65,000	64,157	62,198
001-337-720 Library Grant	-	-	26,385	-
001-338-200 County Occup. Licenses	3,711	3,000	1,638	-
001-338-300 \$.01 County Gas Tax	29,918	35,000	29,270	30,000
TOTAL	563,248	531,494	466,129	430,574



CITY OF UMATILLA

GENERAL FUND BUDGET SUMMARY

	<u>2019</u>	<u>2020</u>	<u>2020</u>	<u>2021</u>
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>BUDGET</u>
Revenues Continued				
CHARGES FOR SERVICES:				
001-341-300 Zoning Fees	7,441	20,000	8,000	10,000
001-342-100 Police Services	2,259	2,000	1,196	2,000
001-347-240 Swimming Pool	6,989	7,500	1,500	-
001-347-500 Community Building Rent	5,414	20,000	3,170	10,000
TOTAL	22,103	49,500	13,866	22,000
FINES AND FORFEITS:				
001-351-100 Court Fines	6,146	7,500	5,910	7,500
001-351-500 Parking Fines	-	200	-	200
001-352-100 Library Fines	5,992	6,000	1,359	6,000
001-354-210 False Alarm Fees - Police	725	500	75	500
001-354-220 False Alarm Fees - Fire	-	100	-	100
001-354-300 Code Violations	2,678	5,000	-	5,000
001-354-400 Abandoned Property Reg	1,350	1,500	600	1,000
TOTAL	16,891	20,800	7,944	20,300
MISCELLANEOUS REVENUES:				
001-361-100 Interest Earned	22,646	15,000	16,600	15,000
001-361-310 Interest-Property Taxes	2,457	2,500	2,611	2,500
001-362-100 Cell Tower Rental	20,542	20,765	21,262	21,000
001-364-100 Cemetery Lots	7,100	7,500	14,725	8,000
001-364-200 Cemetery Mgmt Fee	2,125	2,250	3,725	2,500
001-364-500 Insurance Proceeds	1,794	-	7,094	-
001-366-400 Library Endowment	5,000	7,000	7,000	7,000
001-369-901 Library e-Rate Revenue	7,200	8,450	7,200	7,200
001-369-900 Reimbursed Expenses	3,746	-	18,957	-
001-369-920 Other Misc. Revenues	14,492	40,000	9,775	30,000
001-381-110 Fire Transfer	-	-	15,000	15,000
001-381-402 Sanitation Transfer	250,000	250,000	250,000	250,000
001-381-410 Water & Sewer Transfer	350,000	350,000	350,000	350,000
001-381-411 FDOT Traffic Signal Maint	9,941	10,179	10,179	10,179
001-381-412 PD Criminal Justice Grant	-	-	2,632	-
TOTAL	697,043	713,644	736,760	718,379
TOTAL REVENUES	3,113,012	3,210,857	3,167,287	3,116,269
TOTAL AVAILABLE RESOURCES	3,770,105	4,014,803	4,072,671	4,025,656



CITY OF UMATILLA

GENERAL FUND BUDGET SUMMARY

	<u>2019</u>	<u>2020</u>	<u>2020</u>	<u>2021</u>
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>BUDGET</u>
DEDUCT EXPENDITURES:				
CITY COUNCIL	73,623	81,866	63,955	81,816
FINANCE & ADMINISTRATION	583,374	656,725	644,635	735,365
PLANNING	59,776	109,200	138,432	126,180
GENERAL GOVERNMENT	88,553	42,973	43,436	19,845
POLICE	868,216	910,020	859,403	944,500
CODE ENFORCEMENT	61,484	62,595	65,059	70,935
BUILDING	75,860	105,000	157,929	68,075
CEMETERY	36,699	48,045	41,650	50,290
ROADS & STREETS	440,536	558,515	493,846	545,130
LIBRARY	298,138	304,987	293,530	296,530
PARKS & RECREATION	278,462	329,325	361,409	300,745
TOTAL EXPENDITURES	<u>2,864,721</u>	<u>3,209,251</u>	<u>3,163,284</u>	<u>3,239,411</u>
FUND BALANCE, SEPTEMBER 30	<u>\$ 905,384</u>	<u>\$ 805,552</u>	<u>\$ 909,387</u>	<u>\$ 786,245</u>



CITY COUNCIL

GOALS:

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

	2019 ACTUAL	2020 BUDGET	2020 ESTIMATE	2021 BUDGET
PERSONAL SERVICES	\$ 29,216	\$ 27,288	\$ 26,841	\$ 27,288
OPERATING EXPENDITURES	44,407	54,578	37,114	54,528
	<u>\$ 73,623</u>	<u>\$ 81,866</u>	<u>\$ 63,955</u>	<u>\$ 81,816</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>2019</u>	<u>2020</u>	<u>2020</u>	<u>2021</u>
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>BUDGET</u>
PERSONAL SERVICES:				
001-511-110 REGULAR SALARIES & WAGES	27,000	25,200	24,800	25,200
001-511-210 FICA TAXES	2,066	1,928	1,897	1,928
001-511-240 WORKERS COMPENSATION	150	160	144	160
PERSONAL SERVICES TOTAL	29,216	27,288	26,841	27,288
OPERATING EXPENDITURES:				
001-511-310 ATTORNEY SERVICES	24,780	32,000	25,000	32,000
001-511-400 TRAVEL AND PER DIEM	6,077	7,438	1,000	7,438
001-511-420 POSTAGE	50	50	30	50
001-511-450 INSURANCE	1,613	1,615	1,487	1,615
001-511-480 PROMOTIONAL ACTIVITIES	1,008	-	-	-
001-511-490 OTHER CURRENT CHARGES	644	600	484	600
001-511-491 ADVERTISING	2,916	3,000	2,450	3,000
001-511-510 OFFICE SUPPLIES	1,956	50	318	1,000
001-511-520 OPERATING SUPPLIES	3,833	5,000	4,580	4,000
001-511-540 DUES AND SUBSCRIPTIONS	1,170	1,125	975	1,125
001-511-550 TRAINING	360	3,700	790	3,700
OPERATING EXPENDITURES TOTAL	44,407	54,578	37,114	54,528
TOTAL CITY COUNCIL	73,623	81,866	63,955	81,816



CITY COUNCIL

MANPOWER ANALYSIS

<u>POSITION</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>
MAYOR	1.0	1.0	1.0
COUNCIL MEMBERS	<u>4.0</u>	<u>4.0</u>	<u>4.0</u>
TOTAL	5.0	5.0	5.0





FINANCE & ADMINISTRATION

GOALS:

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

	2019 ACTUAL	2020 BUDGET	2020 ESTIMATE	2021 BUDGET
PERSONAL SERVICES	\$ 436,981	\$ 495,750	\$ 485,565	\$ 570,900
OPERATING EXPENDITURES	146,393	160,975	159,070	160,865
CAPITAL OUTLAY	-	-	-	3,600
	<u>\$ 583,374</u>	<u>\$ 656,725</u>	<u>\$ 644,635</u>	<u>\$ 735,365</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>2019</u>	<u>2020</u>	<u>2020</u>	<u>2021</u>	
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>BUDGET</u>	
PERSONAL SERVICES:					
001-513-120	REGULAR SALARIES & WAGES	326,071	336,395	346,142	387,120
001-513-140	OVERTIME	4,409	5,000	3,490	5,000
001-513-210	FICA TAXES	24,840	26,195	26,420	29,615
001-513-220	RETIREMENT CONTRIBUTION	41,035	50,360	50,273	77,115
001-513-230	LIFE & HEALTH INSURANCE	38,567	77,000	58,510	71,150
001-513-240	WORKERS COMPENSATION	468	800	730	900
001-513-250	UNEMPLOYMENT COMP	1,591	-	-	-
PERSONAL SERVICES TOTAL		436,981	495,750	485,565	570,900
OPERATING EXPENDITURES:					
001-513-311	ATTORNEY SERVICES	3,969	2,000	2,500	2,000
001-513-320	ACCOUNTING & AUDITING	9,150	18,500	18,500	18,500
001-513-321	CONTRACT ACCOUNTING	-	450	450	450
001-513-340	CONTRACTUAL SERVICES	44,383	58,630	42,980	41,630
001-513-400	TRAVEL AND PER DIEM	8,017	9,600	2,500	9,100
001-513-410	COMMUNICATION SERVICES	5,828	5,500	6,723	5,725
001-513-420	POSTAGE	815	2,000	1,500	1,500
001-513-430	UTILITY SERVICES	14,893	14,300	14,890	14,450
001-513-440	RENTALS & LEASES	4,297	4,000	4,975	5,000
001-513-450	INSURANCE	5,588	5,600	5,155	5,600
001-513-460	REPAIRS & MAINTENANCE	21,093	3,190	26,975	27,000
001-513-461	R&M - BUILDINGS	-	1,500	980	500
001-513-462	R&M - EQUIPMENT	900	1,500	500	750
001-513-463	R&M - VEHICLE	-	500	125	500
001-513-470	PRINTING & BINDING	110	500	480	500
001-513-490	OTHER CURRENT CHARGES	1,310	800	600	545
001-513-491	LEGAL ADVERTISING	80	700	1,355	1,360
001-513-510	OFFICE SUPPLIES	17,593	19,990	18,950	16,800
001-513-520	OPERATING SUPPLIES	1,676	5,700	3,500	3,500
001-513-522	FUEL & OIL	132	500	200	150
001-513-540	DUES & SUBSCRIPTIONS	2,815	1,415	2,432	1,865
001-513-550	TRAINING	3,744	4,100	2,800	3,440
OPERATING EXPENDITURES TOTAL		146,393	160,975	159,070	160,865
CAPITAL OUTLAY:					
001-513-680	INTANGIBLE ASSETS	-	-	-	3,600
CAPITAL OUTLAY TOTAL		-	-	-	3,600
TOTAL FINANCE & ADMINISTRATION		583,374	656,725	644,635	735,365



FINANCE & ADMINISTRATION

MANPOWER ANALYSIS

<u>POSITION</u>	<u>2019</u>	<u>2020</u>	<u>2021</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
ACCOUNTING CLERK II	1.0	1.0	1.0
ACCOUNTING CLERK II (split with Utilities)	0.5	0.5	0.5
ACCOUNTING CLERK I	-	1.0	1.0
CUSTOMER SERVICE REPRESENTATIVE	1.0	1.0	1.0
CASHIER - PT (2)	1.0	-	-
TOTAL	6.5	6.5	6.5

CAPITAL OUTLAY

General Fund

001-513-680 - Intangible Assets	
Upgrade City telephone system software (Rollover from FY 2020)	\$ 3,600





GENERAL GOVERNMENT SERVICES

GOALS:

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

	2019 ACTUAL	2020 BUDGET	2020 ESTIMATE	2021 BUDGET
OPERATING EXPENDITURES	86,137	-	41,020	17,400
OTHER USES	2,416	42,973	2,416	2,445
	<u>\$ 88,553</u>	<u>\$ 42,973</u>	<u>\$ 43,436</u>	<u>\$ 19,845</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>2019</u>	<u>2020</u>	<u>2020</u>	<u>2021</u>
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>BUDGET</u>
OPERATING EXPENDITURES:				
001-519-340 CONTRACTUAL SERVICES	-	-	415	-
001-519-821 CIVIC FUNCTION SUPPORT	16,201	17,400	17,477	17,400
001-519-910 INTERFUND TRANSFERS	69,936	23,128	23,128	-
001-519-990 OTHER USES	2,416	2,445	2,416	2,445
TOTAL GENERAL GOVERNMENT SERVICES	88,553	42,973	43,436	19,845

SELECTED LINE ITEM DETAIL

	<u>2019</u>	<u>2020</u>	<u>2020</u>	<u>2021</u>
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>BUDGET</u>
001-519-821 CIVIC FUNCTION SUPPORT				
EVENT SPONSORSHIP	1,701	5,400	1,525	5,400
HISTORICAL SOCIETY	4,000	4,000	4,000	4,000
CHAMBER COMMUNITY PARTNER	3,000	3,000	3,000	3,000
CHRISTMAS PARADE	1,500	1,500	1,500	1,500
WILDLIFE FESTIVAL	5,000	1,500	5,952	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
	16,201	17,400	17,477	17,400



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.

	2019 ACTUAL	2020 BUDGET	2020 ESTIMATE	2021 BUDGET
PERSONAL SERVICES	\$ 41,574	\$ 85,280	\$ 89,687	\$ 92,660
OPERATING EXPENDITURES	18,202	23,920	48,745	33,520
	<u>\$ 59,776</u>	<u>\$ 109,200</u>	<u>\$ 138,432</u>	<u>\$ 126,180</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>2019</u>	<u>2020</u>	<u>2020</u>	<u>2021</u>	
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>BUDGET</u>	
PERSONAL SERVICES:					
001-515-120	REGULAR SALARIES & WAGES	29,209	54,925	56,160	58,610
001-515-140	OVERTIME	2,263	500	5,200	1,000
001-515-210	FICA TAXES	2,278	4,240	4,593	4,485
001-515-220	RETIREMENT CONTRIBUTION	2,559	4,695	5,112	5,860
001-515-230	LIFE & HEALTH INSURANCE	5,151	20,690	18,412	22,475
001-515-240	WORKERS COMPENSATION	114	230	210	230
PERSONAL SERVICES TOTAL		41,574	85,280	89,687	92,660
OPERATING EXPENDITURES:					
001-515-310	PROFESSIONAL SERVICES	454	-	8,775	-
001-515-311	ATTORNEY SERVICES	4,315	9,000	9,350	9,000
001-515-313	COMMUNITY PLANNING	11,412	10,000	18,260	15,000
001-515-340	CONTRACTUAL SERVICES	-	-	1,551	2,000
001-515-400	TRAVEL & PER DIEM	-	400	28	400
001-515-420	POSTAGE	7	100	125	150
001-515-450	INSURANCE	934	950	875	1,000
001-515-490	OTHER CURRENT CHARGES	-	100	90	100
001-515-491	LEGAL ADVERTISING	543	2,000	3,922	3,000
001-515-510	OFFICE SUPPLIES	117	500	4,625	2,000
001-515-540	DUES & SUBSCRIPTIONS	420	420	1,144	420
001-515-550	TRAINING	-	450	-	450
OPERATING EXPENDITURES TOTAL		18,202	23,920	48,745	33,520
TOTAL PLANNING & COMMUNITY DEVELOP		59,776	109,200	138,432	126,180



PLANNING & COMMUNITY DEVELOPMENT

MANPOWER ANALYSIS

<u>POSITION</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>
PERMIT CLERK	1.0	2.0	2.0
TOTAL	1.0	2.0	2.0



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.

	2019 ACTUAL	2020 BUDGET	2020 ESTIMATE	2021 BUDGET
PERSONAL SERVICES	\$ -	\$ 50,000	\$ 60,963	\$ 62,325
OPERATING EXPENDITURES	75,860	55,000	96,966	5,750
CAPITAL OUTLAY	-	-	-	-
	<u>\$ 75,860</u>	<u>\$ 105,000</u>	<u>\$ 157,929</u>	<u>\$ 68,075</u>

OBJECTIVES:

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

RESULTS:

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



BUILDING

	<u>2019</u>	<u>2020</u>	<u>2020</u>	<u>2021</u>
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>BUDGET</u>
PERSONAL SERVICES:				
001-529-120 REGULAR SALARIES & WAGES	-	46,000	56,160	57,610
001-529-210 FICA TAXES	-	3,770	4,593	4,485
001-529-240 WORKERS COMPENSATION	-	230	210	230
PERSONAL SERVICES TOTAL	-	50,000	60,963	62,325
OPERATING EXPENDITURES:				
001-529-340 CONTRACT BLDG INSPECTIONS	75,860	55,000	92,465	-
001-529-410 COMMUNICATIONS	-	-	152	455
001-529-450 INSURANCE	-	-	-	1,000
001-529-460 REPAIR & MAINT-VEHICLES	-	-	-	400
001-529-510 OFFICE SUPPLIES	-	-	560	500
001-529-520 OPERATING SUPPLIES	-	-	2,150	1,000
001-529-522 FUEL & OIL	-	-	495	800
001-529-540 DUES & SUBSCRIPTIONS	-	-	1,144	1,145
001-529-550 TRAINING	-	-	-	450
OPERATING EXPENDITURES TOTAL	75,860	55,000	96,966	5,750
TOTAL BUILDING DEPARTMENT	75,860	105,000	157,929	68,075



BUILDING

MANPOWER ANALYSIS

<u>POSITION</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>
BUILDING INSPECTOR - PT	-	0.5	0.5
TOTAL	-	0.5	0.5



LIBRARY

GOALS:

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

	2019 ACTUAL	2020 BUDGET	2020 ESTIMATE	2021 BUDGET
PERSONAL SERVICES	\$ 215,335	\$ 236,170	\$ 231,142	\$ 238,845
OPERATING EXPENDITURES	49,325	44,185	43,215	44,185
CAPITAL OUTLAY	33,478	24,632	19,173	13,500
	<u>\$ 298,138</u>	<u>\$ 304,987</u>	<u>\$ 293,530</u>	<u>\$ 296,530</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>2019</u>	<u>2020</u>	<u>2020</u>	<u>2021</u>
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>BUDGET</u>
PERSONAL SERVICES:				
001-571-120 REGULAR SALARIES & WAGES	145,246	158,420	152,533	153,530
001-571-130 OVERTIME	41	-	-	-
001-571-210 FICA TAXES	10,541	12,120	11,615	11,745
001-571-220 RETIREMENT CONTRIBUTION	11,909	13,420	12,267	15,355
001-571-230 LIFE & HEALTH INSURANCE	46,889	51,460	54,042	57,465
001-571-240 WORKERS COMPENSATION	709	750	685	750
PERSONAL SERVICES TOTAL	215,335	236,170	231,142	238,845
OPERATING EXPENDITURES:				
001-571-311 ATTORNEY SERVICES	200	-	-	-
001-571-340 CONTRACTUAL SERVICES	1,842	1,680	1,463	1,680
001-571-400 TRAVEL AND PER DIEM	218	250	-	200
001-571-410 COMMUNICATION SERVICES	21,490	21,360	21,652	21,910
001-571-430 UTILITY SERVICES	11,850	11,400	11,295	11,400
001-571-440 RENTALS & LEASES	1,801	1,060	2,320	1,060
001-571-450 INSURANCE	84	850	796	850
001-571-460 REPAIR & MAINTENANCE	6,980	1,585	449	1,585
001-571-461 R&M - BUILDINGS	831	2,000	1,500	1,500
001-571-490 OTHER CURRENT CHARGES	101	-	-	-
001-571-510 OFFICE SUPPLIES	2,250	2,500	2,350	2,500
001-571-520 OPERATING SUPPLIES	1,404	1,500	1,390	1,500
001-571-540 DUES & SUBSCRIPTIONS	251	-	-	-
001-571-550 TRAINING	23	-	-	-
OPERATING EXPENDITURES TOTAL	49,325	44,185	43,215	44,185
CAPITAL OUTLAY:				
001-571-640 MACHINERY & EQUIPMENT	21,368	11,632	6,188	-
001-571-660 BOOK COLLECTION	12,110	13,000	12,985	13,500
CAPITAL OUTLAY TOTAL	33,478	24,632	19,173	13,500
 TOTAL LIBRARY	 298,138	 304,987	 293,530	 296,530



LIBRARY

MANPOWER ANALYSIS

<u>POSITION</u>	<u>2019</u>	<u>2020</u>	<u>2021</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
TOTAL	7.0	7.0	7.0

CAPITAL OUTLAY

001-571-660 - Library Materials	
Annual Allocation	\$ 6,500
Endowment Allocation	7,000





LAW ENFORCEMENT

GOALS:

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

	2019 ACTUAL	2020 BUDGET	2020 ESTIMATE	2021 BUDGET
PERSONAL SERVICES	\$ 766,465	\$ 793,815	\$ 747,975	\$ 832,895
OPERATING EXPENDITURES	101,751	116,205	111,428	111,605
CAPITAL OUTLAY	-	-	-	-
	<u>\$ 868,216</u>	<u>\$ 910,020</u>	<u>\$ 859,403</u>	<u>\$ 944,500</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>2019</u>	<u>2020</u>	<u>2020</u>	<u>2021</u>	
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>BUDGET</u>	
PERSONAL SERVICES:					
001-521-120	REGULAR SALARIES & WAGES	506,077	520,440	492,195	549,670
001-521-125	INCENTIVE	11,838	11,550	10,755	11,550
001-521-140	OVERTIME	2,583	8,000	4,515	8,000
001-521-150	SPECIAL PAY	1,320	-	790	-
001-521-210	FICA TAXES	41,356	43,265	37,870	43,545
001-521-220	RETIREMENT CONTRIBUTION	62,152	27,210	26,155	23,005
001-521-230	LIFE & HEALTH INSURANCE	123,188	164,350	158,345	178,125
001-521-240	WORKERS COMPENSATION	17,951	19,000	17,350	19,000
PERSONAL SERVICES TOTAL		766,465	793,815	747,975	832,895
OPERATING EXPENDITURES:					
001-521-310	PROFESSIONAL SERVICES	6,122	2,830	2,755	2,830
001-521-311	ATTORNEY SERVICES	1,495	2,000	1,760	2,000
001-521-340	CONTRACTUAL SERVICES	2,193	6,040	6,039	6,040
001-521-400	TRAVEL & PER DIEM	1,031	150	296	150
001-521-410	COMMUNICATION SERVICES	10,379	7,365	7,350	7,365
001-521-420	POSTAGE	163	300	249	300
001-521-430	UTILITY SERVICES	9,724	7,000	7,110	7,000
001-521-440	RENTALS & LEASES	1,070	4,335	4,280	4,335
001-521-450	INSURANCE	15,351	16,360	15,981	16,360
001-521-451	INSURANCE - PENSION BOARD	-	100	100	100
001-521-460	REPAIRS & MAINTENANCE	3,465	8,825	8,857	8,825
001-521-461	R&M - BUILDINGS	307	500	124	500
001-521-462	R&M - EQUIPMENT	1,257	5,435	5,112	5,435
001-521-463	R&M - VEHICLES	7,798	8,000	10,070	8,000
001-521-470	PRINTING & BINDING	123	500	55	500
001-521-480	PROMOTIONAL ACTIVITIES	-	600	423	-
001-521-490	OTHER CURRENT CHARGES	552	-	-	-
001-521-510	OFFICE SUPPLIES	979	2,025	3,150	2,025
001-521-520	OPERATING SUPPLIES	12,397	13,595	9,312	9,595
001-521-521	UNIFORMS	5,064	5,000	6,010	5,000
001-521-522	FUEL AND OIL	21,241	25,000	22,150	25,000
001-521-540	DUES & SUBSCRIPTIONS	515	245	245	245
001-521-550	TRAINING	525	-	-	-
OPERATING EXPENDITURES TOTAL		101,751	116,205	111,428	111,605
TOTAL LAW ENFORCEMENT		868,216	910,020	859,403	944,500



LAW ENFORCEMENT

MANPOWER ANALYSIS

<u>POSITION</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>
POLICE CHIEF	1.0	1.0	1.0
POLICE OFFICERS	8.0	8.0	8.0
POLICE OFFICERS (PT)	-	2.0	2.0
CROSSING GUARDS (PT)	2.0	2.0	2.0
ADMINISTRATIVE ASSISTANT	1.0	1.0	1.0
TOTAL	12.0	14.0	14.0

CAPITAL OUTLAY

Infrastructure Surtax Fund

301-521-640 - Machinery and Equipment
Police Vehicles (2)
(applying for USDA grant match)

\$ 85,510



CODE ENFORCEMENT

GOALS:

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

	2019 ACTUAL	2020 BUDGET	2020 ESTIMATE	2021 BUDGET
PERSONAL SERVICES	\$ 53,691	\$ 52,630	\$ 58,719	\$ 62,550
OPERATING EXPENDITURES	7,793	9,965	6,340	8,385
CAPITAL OUTLAY	-	-	-	-
	<u>\$ 61,484</u>	<u>\$ 62,595</u>	<u>\$ 65,059</u>	<u>\$ 70,935</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>2019</u>	<u>2020</u>	<u>2020</u>	<u>2021</u>
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>BUDGET</u>
PERSONAL SERVICES:				
001-524-120 REGULAR SALARIES & WAGES	33,315	34,280	34,145	35,680
001-524-140 OVERTIME	180	500	-	200
001-524-210 FICA TAXES	2,317	2,660	2,445	2,730
001-524-220 RETIREMENT CONTRIBUTION	2,718	2,945	2,958	3,565
001-524-230 LIFE & HEALTH INSURANCE	13,443	10,345	17,436	18,475
001-524-240 WORKERS COMPENSATION	1,718	1,900	1,735	1,900
PERSONAL SERVICES TOTAL	53,691	52,630	58,719	62,550
OPERATING EXPENDITURES:				
001-524-311 ATTORNEY SERVICES	2,720	3,500	3,110	3,500
001-524-340 CONTRACTUAL SERVICES	-	-	-	
001-524-400 TRAVEL AND PER DIEM	358	-	-	
001-524-410 COMMUNICATION SERVICES	540	1,150	455	455
001-524-420 POSTAGE	254	400	125	400
001-524-450 INSURANCE	1,123	1,125	1,035	1,125
001-524-462 R&M - EQUIPMENT	-	-	-	150
001-524-463 R&M - VEHICLES	84	500	125	500
001-524-470 PRINTING & BINDING	-	100	-	-
001-524-490 OTHER CURRENT CHARGES	101	450	-	450
001-524-491 ADVERTISING	110	50	-	50
001-524-510 OFFICE SUPPLIES	920	550	415	550
001-524-520 OPERATING SUPPLIES	214	680	215	500
001-524-521 UNIFORMS	120	200	210	200
001-524-521 FUEL AND OIL	459	600	400	450
001-524-540 DUES & SUBSCRIPTIONS	35	55	50	55
001-524-550 TRAINING	755	605	200	-
OPERATING EXPENDITURES TOTAL	7,793	9,965	6,340	8,385
CAPITAL OUTLAY:				
001-524-640 MACHINERY & EQUIPMENT	-	-	-	-
CAPITAL OUTLAY TOTAL	-	-	-	-
 TOTAL CODE ENFORCEMENT	 61,484	 62,595	 65,059	 70,935



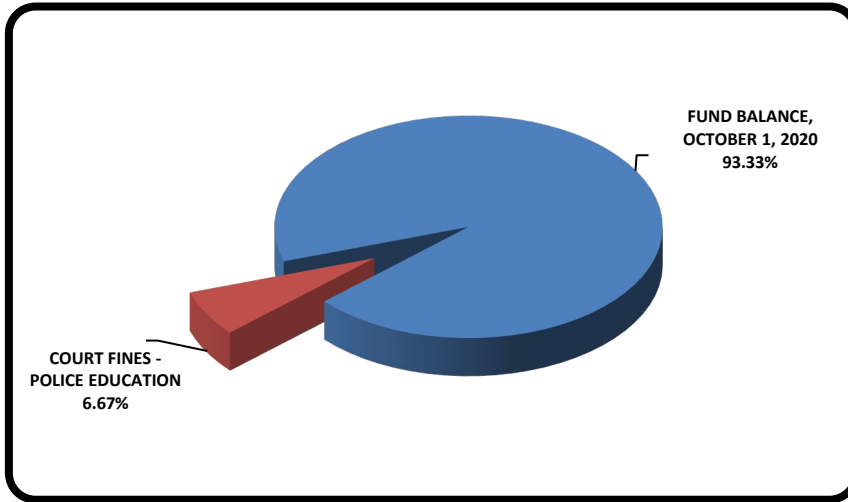
CODE ENFORCEMENT

MANPOWER ANALYSIS

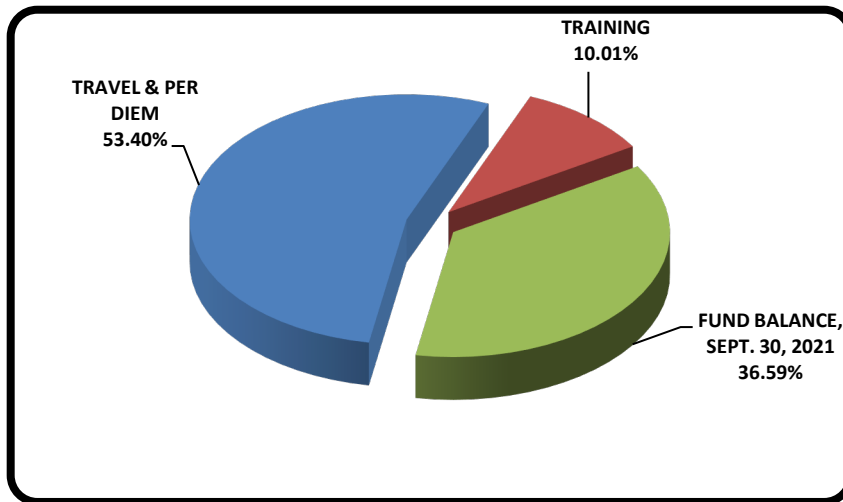
<u>POSITION</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>
COMPLIANCE OFFICER	<u>1.0</u>	<u>1.0</u>	<u>1.0</u>
TOTAL	1.0	1.0	1.0



POLICE EDUCATION FUND



	<u>BUDGET</u>	<u>PERCENT REVENUES</u>
FUND BALANCE, OCTOBER 1, 2020	\$ 6,991	93.33%
COURT FINES - POLICE EDUCATION	500	6.67%
TOTAL AVAILABLE RESOURCES	<u>\$ 7,491</u>	<u>100.00%</u>



	<u>BUDGET</u>	<u>PERCENT EXPENSES</u>
TRAVEL & PER DIEM	\$ 4,000	53.40%
TRAINING	750	10.01%
FUND BALANCE, SEPT. 30, 2021	<u>2,741</u>	<u>36.59%</u>
TOTAL USE OF RESOURCES	<u>\$ 7,491</u>	<u>100.00%</u>



POLICE EDUCATION FUND

GOALS:

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

	2019 ACTUAL	2020 BUDGET	2020 ESTIMATE	2021 BUDGET
OPERATING EXPENDITURES	-	4,750	510	4,750
	\$ -	\$ 4,750	\$ 510	\$ 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.

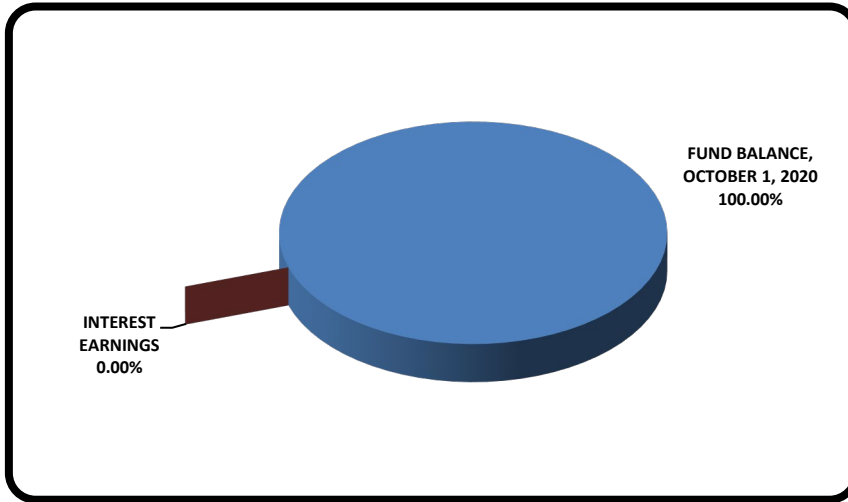


POLICE EDUCATION FUND

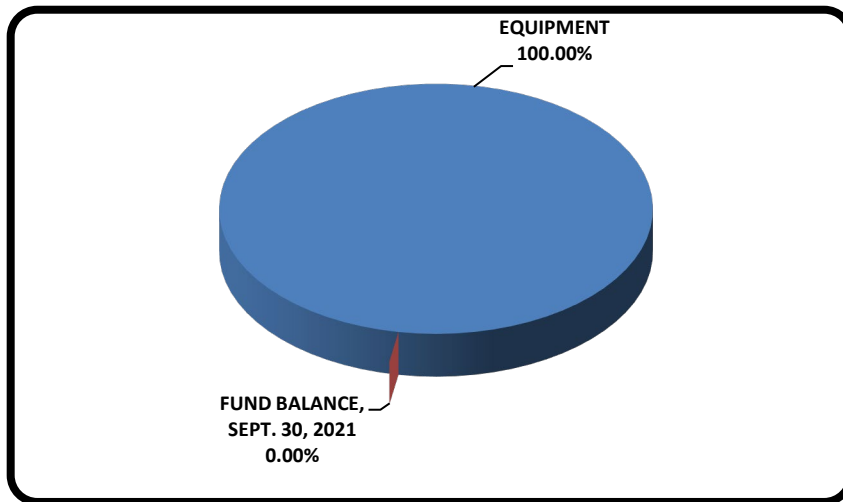
	<u>2019</u>	<u>2020</u>	<u>2020</u>	<u>2021</u>
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>BUDGET</u>
FUND BALANCE, OCTOBER 1	6,521	7,171	7,151	6,991
ADD REVENUES:				
106-351-300 COURT FINES - POLICE ED	630	500	350	500
TOTAL REVENUES AVAILABLE	7,151	7,671	7,501	7,491
DEDUCT EXPENDITURES:				
106-521-400 TRAVEL AND PER DIEM	-	4,000	510	4,000
106-521-550 TRAINING	-	750	-	750
TOTAL EXPENDITURES	-	4,750	510	4,750
FUND BALANCE, SEPTEMBER 30	<u>7,151</u>	<u>2,921</u>	<u>6,991</u>	<u>2,741</u>



POLICE AUTOMATION FUND



	<u>BUDGET</u>	<u>PERCENT REVENUES</u>
FUND BALANCE, OCTOBER 1, 2020	\$ 3,955	100.00%
INTEREST EARNINGS	-	0.00%
TOTAL AVAILABLE RESOURCES	<u>\$ 3,955</u>	<u>100.00%</u>



	<u>BUDGET</u>	<u>PERCENT EXPENSES</u>
EQUIPMENT	\$ 3,955	100.00%
FUND BALANCE, SEPT. 30, 2021	-	0.00%
TOTAL USE OF RESOURCES	<u>\$ 3,955</u>	<u>100.00%</u>



POLICE AUTOMATION FUND

GOALS:

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

	2019 ACTUAL	2020 BUDGET	2020 ESTIMATE	2021 BUDGET
CAPITAL OUTLAY	2,483	6,486	1,250	3,955
	\$ 2,483	\$ 6,486	\$ 1,250	\$ 3,955

OBJECTIVES:

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

RESULTS:

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

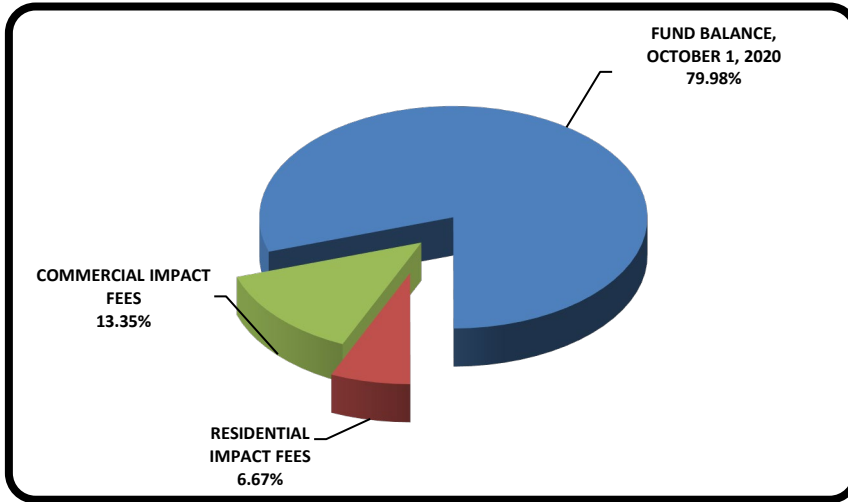


POLICE AUTOMATION FUND

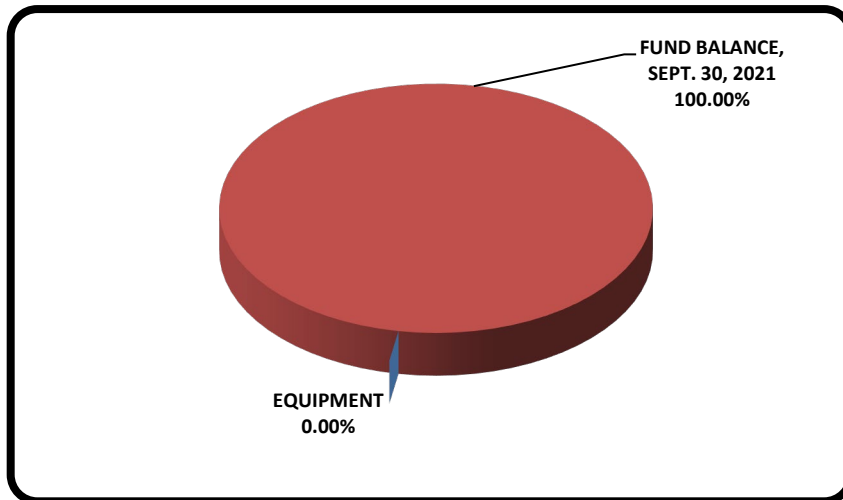
	<u>2019</u>	<u>2020</u>	<u>2020</u>	<u>2021</u>
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>BUDGET</u>
FUND BALANCE, OCTOBER 1	7,688	7,688	5,205	3,955
ADD REVENUES:				
107-361-100 INTEREST EARNINGS	-	50	-	-
TOTAL REVENUES AVAILABLE	7,688	7,738	5,205	3,955
DEDUCT EXPENDITURES:				
107-521-640 EQUIPMENT	2,483	6,486	1,250	3,955
TOTAL EXPENDITURES	2,483	6,486	1,250	3,955
FUND BALANCE, SEPTEMBER 30	<u>5,205</u>	<u>1,252</u>	<u>3,955</u>	<u>-</u>



POLICE IMPACT FEE FUND



	<u>BUDGET</u>	<u>PERCENT REVENUES</u>
FUND BALANCE, OCTOBER 1, 2020	\$ 59,913	79.98%
RESIDENTIAL IMPACT FEES	5,000	6.67%
COMMERCIAL IMPACT FEES	10,000	13.35%
TOTAL AVAILABLE RESOURCES	<u>\$ 74,913</u>	<u>100.00%</u>



	<u>BUDGET</u>	<u>PERCENT EXPENSES</u>
EQUIPMENT	\$ -	0.00%
FUND BALANCE, SEPT. 30, 2021	<u>74,913</u>	<u>100.00%</u>
TOTAL USE OF RESOURCES	<u>\$ 74,913</u>	<u>100.00%</u>



POLICE IMPACT FEE FUND

GOALS:

To provide funding to ensure the police department is able to continue to meet the needs of all if it's 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.

	2019 ACTUAL	2020 BUDGET	2020 ESTIMATE	2021 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.



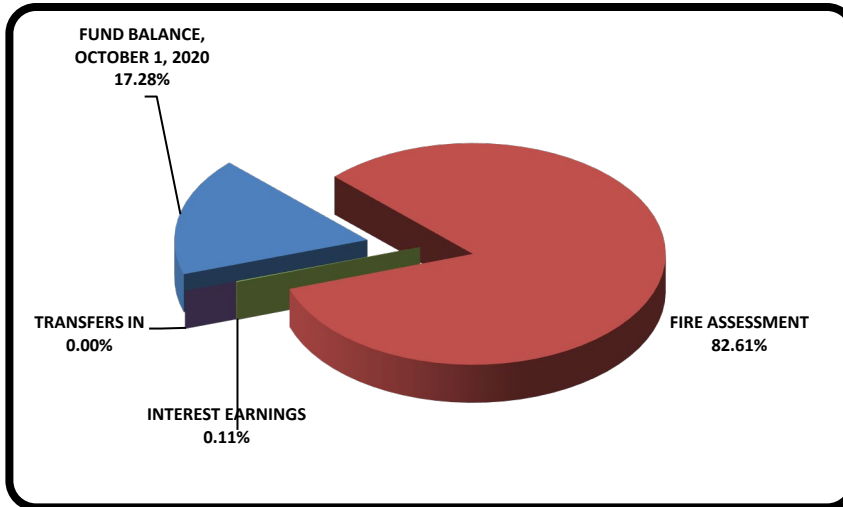
POLICE IMPACT FEE FUND

	<u>2019</u>	<u>2020</u>	<u>2020</u>	<u>2021</u>
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>BUDGET</u>
FUND BALANCE, OCTOBER 1	-	-	20,035	59,913
ADD REVENUES:				
114-324-110 RESIDENTIAL IMPACT FEES	16,864	4,960	21,824	5,000
114-324-120 COMMERCIAL IMPACT FEES	3,171	10,000	18,054	10,000
TOTAL REVENUES AVAILABLE	20,035	14,960	59,913	74,913
DEDUCT EXPENDITURES:				
114-521-640 EQUIPMENT	-	-	-	-
TOTAL EXPENDITURES	-	-	-	-
FUND BALANCE, SEPTEMBER 30	<u>20,035</u>	<u>14,960</u>	<u>59,913</u>	<u>74,913</u>

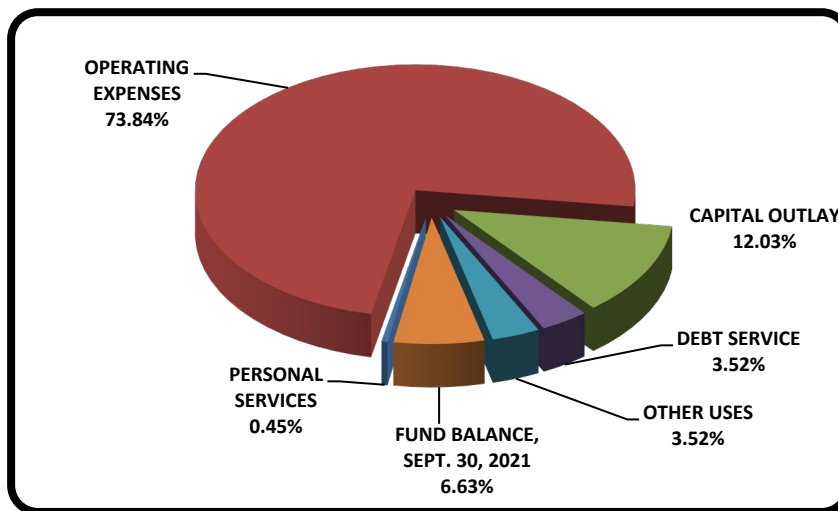




FIRE ASSESSMENT FUND



	<u>BUDGET</u>	<u>PERCENT REVENUES</u>
FUND BALANCE, OCTOBER 1, 2020	\$ 72,783	17.28%
FIRE ASSESSMENT	347,854	82.61%
INTEREST EARNINGS	450	0.11%
TRANSFERS IN	-	0.00%
TOTAL AVAILABLE RESOURCES	<u>\$ 421,087</u>	<u>100.00%</u>



	<u>BUDGET</u>	<u>PERCENT EXPENSES</u>
PERSONAL SERVICES	\$ 1,900	0.45%
OPERATING EXPENSES	314,345	73.84%
CAPITAL OUTLAY	51,200	12.03%
DEBT SERVICE	15,000	3.52%
OTHER USES	15,000	3.52%
FUND BALANCE, SEPT. 30, 2021	28,238	6.63%
TOTAL USE OF RESOURCES	<u>\$ 425,683</u>	<u>100.00%</u>



FIRE ASSESSMENT FUND

	<u>2019</u>	<u>2020</u>	<u>2020</u>	<u>2021</u>
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>BUDGET</u>
FUND BALANCE, OCTOBER 1	-	-	66,955	72,783
ADD REVENUES:				
110-325-200 FIRE ASSESSMENT	316,585	327,407	311,664	347,854
110-331-100 STATE GRANTS	26,155	-	-	-
110-361-100 INTEREST EARNINGS	345	450	450	450
110-369-900 MISCELLANEOUS REVENUE	1,780	-	-	-
110-381-001 TRANSFERS IN	69,936	23,128	23,128	-
CAPITAL LEASE	90,124	-	-	-
TOTAL REVENUES AVAILABLE	504,925	350,985	402,197	421,087
DEDUCT EXPENDITURES:				
PERSONAL SERVICES	1,833	1,900	1,879	1,900
OPERATING EXPENSES	282,411	314,415	302,132	314,345
CAPITAL OUTLAY	143,026	1,200	-	51,200
DEBT SERVICES	10,700	9,230	10,403	10,404
OTHER USES	-	-	15,000	15,000
TOTAL EXPENDITURES	437,970	326,745	329,414	392,849
FUND BALANCE, SEPTEMBER 30	66,955	24,240	72,783	28,238



FIRE RESCUE DEPARTMENT

GOALS:

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

	2019 ACTUAL	2020 BUDGET	2020 ESTIMATE	2021 BUDGET
PERSONAL SERVICES	\$ 1,833	\$ 1,900	\$ 1,879	\$ 1,900
OPERATING EXPENDITURES	282,411	314,415	302,132	314,345
CAPITAL OUTLAY	143,026	1,200	-	51,200
DEBT SERVICES	10,700	9,230	10,403	10,404
OTHER USES	-	-	15,000	15,000
	<u>\$ 437,970</u>	<u>\$ 326,745</u>	<u>\$ 329,414</u>	<u>\$ 392,849</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>2019</u>	<u>2020</u>	<u>2020</u>	<u>2021</u>
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>BUDGET</u>
PERSONAL SERVICES:				
001-522-240 WORKERS COMPENSATION	1,833	1,900	1,879	1,900
PERSONAL SERVICES TOTAL	1,833	1,900	1,879	1,900
OPERATING EXPENDITURES:				
001-522-310 PROFESSIONAL SERVICES	28,694	23,650	27,152	24,600
001-522-311 ATTORNEY SERVICES	400	500	480	500
001-522-340 CONTRACTUAL SERVICES	14,553	12,100	9,312	9,100
001-522-341 VOLUNTEER FIREFIGHTERS	145,768	164,500	156,980	164,500
001-522-400 TRAVEL & PER DIEM	-	50	10	50
001-522-410 COMMUNICATION SERVICES	5,819	5,465	5,230	5,465
001-522-420 POSTAGE	98	100	70	100
001-522-430 UTILITY SERVICES	1,903	5,800	5,375	5,800
001-522-450 INSURANCE	13,991	16,990	16,561	16,990
001-522-460 REPAIRS & MAINTENANCE	3,383	2,540	1,050	12,790
001-522-461 R&M - BUILDINGS	1,811	20,000	20,800	-
001-522-462 R&M - EQUIPMENT	2,054	7,755	8,974	8,930
001-522-463 R&M - VEHICLES	17,122	14,600	11,350	15,200
001-522-490 OTHER CURRENT CHARGES	6,366	1,000	6,038	6,000
001-522-510 OFFICE SUPPLIES	2	4,000	4,490	-
001-522-520 OPERATING SUPPLIES	32,266	20,845	18,350	27,800
001-522-521 UNIFORMS	1,007	3,000	1,775	5,000
001-522-522 FUEL AND OIL	6,501	7,500	6,690	7,500
001-522-540 DUES & SUBSCRIPTIONS	433	2,020	1,445	2,020
001-522-550 TRAINING	240	2,000	-	2,000
OPERATING EXPENDITURES TOTAL	282,411	314,415	302,132	314,345
CAPITAL OUTLAY:				
110-522-640 MACHINERY & EQUIPMENT	143,026	1,200	-	51,200
CAPITAL OUTLAY TOTAL	143,026	1,200	-	51,200
DEBT SERVICES:				
110-522-710 PRINCIPAL	10,403	9,230	7,835	7,973
110-522-720 INTEREST	297	-	2,568	2,431
DEBT SERVICES TOTAL	10,700	9,230	10,403	10,404
110-522-910 ADMINISTRATIVE SERVICES	-	-	15,000	15,000
TOTAL FIRE RESCUE DEPARTMENT	437,970	326,745	329,414	392,849



FIRE RESCUE DEPARTMENT

MANPOWER ANALYSIS

<u>POSITION</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>
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
TOTAL	3.5	3.75	4.00

CAPITAL OUTLAY

110-522-640 - Machinery and Equipment

Back-up camera for E17 (rollover from FY 2020)

1,200

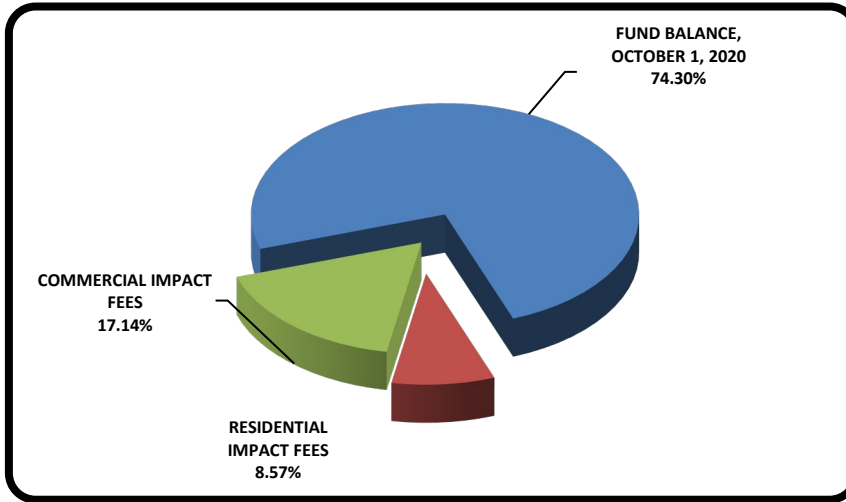
New Chief's Vehicle and equipment

50,000

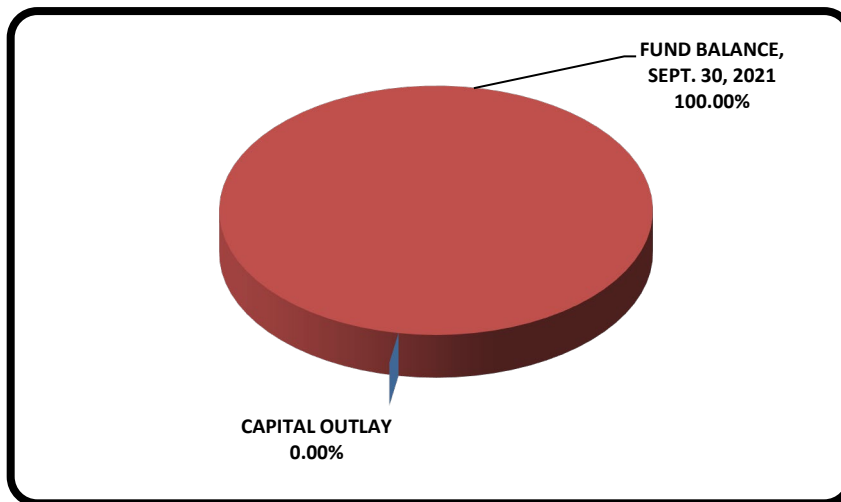
(applying for USDA grant match)



FIRE IMPACT FEE FUND



	<u>BUDGET</u>	<u>PERCENT REVENUES</u>
FUND BALANCE, OCTOBER 1, 2020	\$ 43,358	74.30%
RESIDENTIAL IMPACT FEES	5,000	8.57%
COMMERCIAL IMPACT FEES	10,000	17.14%
TOTAL AVAILABLE RESOURCES	<u>\$ 58,358</u>	<u>100.00%</u>



	<u>BUDGET</u>	<u>PERCENT EXPENSES</u>
CAPITAL OUTLAY	\$ -	0.00%
FUND BALANCE, SEPT. 30, 2021	<u>58,358</u>	<u>100.00%</u>
TOTAL USE OF RESOURCES	<u>\$ 58,358</u>	<u>100.00%</u>



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.

	2019 ACTUAL	2020 BUDGET	2020 ESTIMATE	2021 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>2019</u>	<u>2020</u>	<u>2020</u>	<u>2021</u>
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>BUDGET</u>
FUND BALANCE, OCTOBER 1	-	-	13,003	43,358
ADD REVENUES:				
112-324-110 RESIDENTIAL IMPACT FEES	9,928	2,920	12,848	5,000
112-324-120 COMMERCIAL IMPACT FEES	3,075	5,000	17,507	10,000
TOTAL REVENUES AVAILABLE	13,003	7,920	43,358	58,358
DEDUCT EXPENDITURES:				
114-521-640 EQUIPMENT	-	-	-	-
TOTAL EXPENDITURES	-	-	-	-
FUND BALANCE, SEPTEMBER 30	<u><u>13,003</u></u>	<u><u>7,920</u></u>	<u><u>43,358</u></u>	<u><u>58,358</u></u>



PUBLIC WORKS - CEMETERY

GOALS:

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

	2019 ACTUAL	2020 BUDGET	2020 ESTIMATE	2021 BUDGET
PERSONAL SERVICES	\$ 32,678	\$ 38,970	\$ 35,500	\$ 41,415
OPERATING EXPENDITURES	4,021	9,075	6,150	8,875
	<u>\$ 36,699</u>	<u>\$ 48,045</u>	<u>\$ 41,650</u>	<u>\$ 50,290</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>2019</u>	<u>2020</u>	<u>2020</u>	<u>2021</u>
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>BUDGET</u>
PERSONAL SERVICES:				
001-539-120 REGULAR SALARIES & WAGES	18,413	23,565	18,636	24,215
001-539-120 OVERTIME	355	500	341	500
001-539-210 FICA TAXES	1,310	1,840	1,337	1,890
001-539-220 RETIREMENT CONTRIBUTION	1,550	2,040	1,652	2,470
001-539-230 LIFE & HEALTH INSURANCE	10,048	9,925	12,529	11,240
001-539-240 WORKERS COMPENSATION	1,002	1,100	1,005	1,100
PERSONAL SERVICES TOTAL	32,678	38,970	35,500	41,415
OPERATING EXPENDITURES:				
001-539-311 ATTORNEY SERVICES	-	-	740	-
001-539-340 CONTRACTUAL SERVICES	-	-	598	-
001-539-430 UTILITY SERVICES	676	1,100	1,085	1,100
001-539-450 INSURANCE	440	450	414	450
001-539-460 REPAIRS & MAINTENANCE	950	5,200	2,500	5,200
001-539-462 R&M - EQUIPMENT	39	200	75	200
001-539-463 R&M - VEHICLES	132	250	58	250
001-539-520 OPERATING SUPPLIES	534	200	130	200
001-539-521 UNIFORMS	376	475	395	475
001-539-522 FUEL AND OIL	874	1,200	895	1,000
OPERATING EXPENDITURES TOTAL	4,021	9,075	6,150	8,875
TOTAL CEMETERY	36,699	48,045	41,650	50,290



PUBLIC WORKS - CEMETERY

MANPOWER ANALYSIS

<u>POSITION</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>
MAINTENANCE SPECIALIST	<u>1.0</u>	<u>1.0</u>	<u>1.0</u>
TOTAL	1.0	1.0	1.0



PUBLIC WORKS - ROADS & STREETS

GOALS:

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

	2019 ACTUAL	2020 BUDGET	2020 ESTIMATE	2021 BUDGET
PERSONAL SERVICES	\$ 244,434	\$ 296,730	\$ 243,328	\$ 313,560
OPERATING EXPENDITURES	196,102	256,785	250,518	231,570
CAPITAL OUTLAY	-	5,000	-	-
	<u>\$ 440,536</u>	<u>\$ 558,515</u>	<u>\$ 493,846</u>	<u>\$ 545,130</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>2019</u>	<u>2020</u>	<u>2020</u>	<u>2021</u>
	ACTUAL	BUDGET	ESTIMATE	BUDGET
PERSONAL SERVICES:				
001-541-120 REGULAR SALARIES & WAGES	143,779	170,995	143,135	176,185
001-541-140 OVERTIME	2,550	2,500	2,350	2,500
001-541-210 FICA TAXES	10,596	13,275	10,780	13,670
001-541-220 RETIREMENT CONTRIBUTION	12,150	15,610	14,980	18,430
001-541-230 LIFE & HEALTH INSURANCE	61,609	79,350	58,385	87,775
001-541-240 WORKERS COMPENSATION	13,750	15,000	13,698	15,000
PERSONAL SERVICES TOTAL	244,434	296,730	243,328	313,560
OPERATING EXPENDITURES:				
001-541-310 PROFESSIONAL SERVICES	3,445	-	50	-
001-541-311 ATTORNEY SERVICES	80	500	240	500
001-541-312 ENGINEERING	500	-	-	-
001-541-340 CONTRACTUAL SERVICES	17,448	10,970	8,900	10,970
001-541-400 TRAVEL AND PER DIEM	1,690	480	200	480
001-541-410 COMMUNICATION SERVICES	1,554	2,605	1,600	2,390
001-541-420 POSTAGE	117	50	-	50
001-541-430 UTILITY SERVICES	75,060	74,800	70,280	74,800
001-541-440 RENTALS & LEASES	102	650	575	650
001-541-450 INSURANCE	5,333	5,350	4,927	5,350
001-541-460 REPAIRS & MAINTENANCE	7,630	50,610	15,330	50,610
001-541-461 R&M - BUILDINGS	36	-	2,961	-
001-541-462 R&M - EQUIPMENT	14,214	13,650	21,584	13,650
001-541-463 R&M - VEHICLES	6,445	5,150	5,420	5,150
001-541-490 OTHER CURRENT CHARGES	-	-	82	-
001-541-510 OFFICE SUPPLIES	3,035	1,650	1,820	1,650
001-541-520 OPERATING SUPPLIES	15,218	12,000	14,610	12,000
001-541-521 UNIFORMS	1,673	2,750	2,690	2,750
001-541-522 FUEL AND OIL	11,038	18,000	15,300	18,000
001-541-530 ROAD MATERIALS	5,234	5,000	9,281	5,000
001-541-540 DUES & SUBSCRIPTIONS	150	200	168	200
001-541-550 TRAINING	-	2,370	800	2,370
001-541-560 URBAN FORESTRY	26,100	50,000	73,700	25,000
OPERATING EXPENDITURES TOTAL	196,102	256,785	250,518	231,570
CAPITAL OUTLAY:				
001-521-620 BUILDINGS	-	5,000	-	-
CAPITAL OUTLAY TOTAL	-	5,000	-	-
TOTAL ROADS & STREETS	440,536	558,515	493,846	545,130



PUBLIC WORKS - ROADS & STREETS

MANPOWER ANALYSIS

<u>POSITION</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>
PUBLIC WORKS MAINTENANCE WORKER	6.0	6.0	6.0
PUBLIC WORKS DIRECTOR (split with Utilities)	0.5	0.5	0.5
TOTAL	6.5	6.5	6.5



PUBLIC WORKS - PARKS & RECREATION

GOALS:

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

	2019 ACTUAL	2020 BUDGET	2020 ESTIMATE	2021 BUDGET
PERSONAL SERVICES	\$ 168,560	\$ 251,735	\$ 268,660	\$ 217,305
OPERATING EXPENDITURES	103,902	77,590	92,749	83,440
CAPITAL OUTLAY	6,000	-	-	-
	<u>\$ 278,462</u>	<u>\$ 329,325</u>	<u>\$ 361,409</u>	<u>\$ 300,745</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>2019</u>	<u>2020</u>	<u>2020</u>	<u>2021</u>
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>BUDGET</u>
PERSONAL SERVICES:				
001-572-120 REGULAR SALARIES & WAGES	113,241	162,960	178,920	126,210
001-572-140 OVERTIME	1,183	1,500	750	1,500
001-572-210 FICA TAXES	8,151	12,585	13,140	9,770
001-572-220 RETIREMENT CONTRIBUTION	8,408	14,130	15,185	14,050
001-572-230 LIFE & HEALTH INSURANCE	35,579	58,260	58,565	63,475
001-572-240 WORKERS COMPENSATION	1,998	2,300	2,100	2,300
PERSONAL SERVICES TOTAL	168,560	251,735	268,660	217,305
OPERATING EXPENDITURES:				
001-572-310 PROFESSIONAL SERVICES	264	-	-	-
001-572-311 ATTORNEY SERVICES	840	-	400	-
001-572-340 CONTRACTUAL SERVICES	1,853	1,060	9,050	7,060
001-572-400 TRAVEL AND PER DIEM	478	135	110	135
001-572-410 COMMUNICATION SERVICES	2,653	2,015	1,985	2,015
001-572-420 POSTAGE	-	200	-	50
001-572-430 UTILITY SERVICES	29,535	22,900	26,500	22,900
001-572-440 RENTALS & LEASES	602	500	350	500
001-572-450 INSURANCE	2,747	3,500	3,222	3,500
001-572-460 REPAIRS & MAINTENANCE	26,070	9,830	8,585	9,830
001-572-461 R&M - BUILDINGS	1,211	-	5,980	-
001-572-462 R&M - EQUIPMENT	2,193	2,700	6,910	2,700
001-572-463 R&M - VEHICLES	1,360	3,100	980	3,100
001-572-490 OTHER CURRENT CHARGES	350	350	350	350
001-572-491 ADVERTISING	27	400	82	400
001-572-510 OFFICE SUPPLIES	422	100	418	100
001-572-520 OPERATING SUPPLIES	29,833	28,300	25,460	28,300
001-572-521 UNIFORMS	808	1,000	975	1,000
001-572-522 FUEL AND OIL	1,739	800	695	800
001-572-540 DUES & SUBSCRIPTIONS	18	200	-	200
001-572-550 TRAINING	899	500	697	500
OPERATING EXPENDITURES TOTAL	103,902	77,590	92,749	83,440
CAPITAL OUTLAY:				
001-521-620 BUILDINGS	6,000	-	-	-
001-521-630 INFRASTRUCTURE	-	-	-	-
CAPITAL OUTLAY TOTAL	6,000	-	-	-
TOTAL PARKS & RECREATION	278,462	329,325	361,409	300,745



PUBLIC WORKS - PARKS & RECREATION

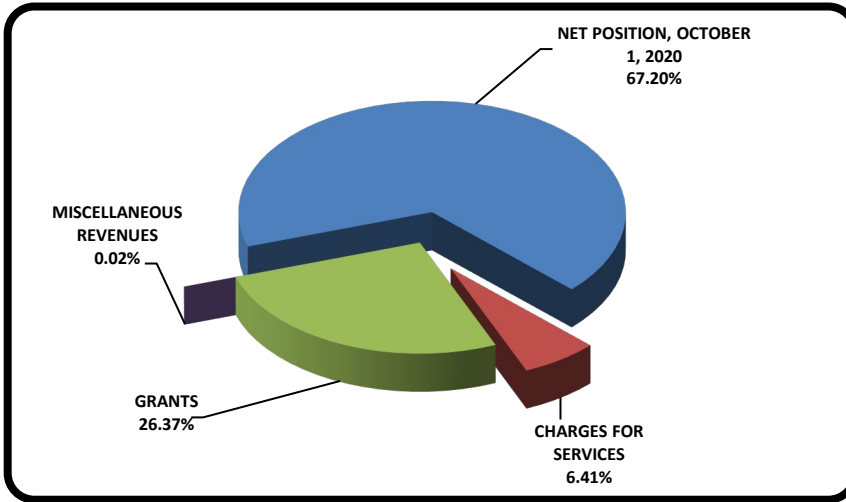
MANPOWER ANALYSIS

<u>POSITION</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>
ASSISTANT PW DIRECTOR (split with Utilities)	-	0.5	0.5
PARKS SUPERINTENDENT	1.0	0.5	-
PARKS MAINTENANCE WORKERS	2.0	2.0	2.0
SWIM INSTRUCTOR (PT) (SEASONAL)	1.0	1.0	1.0
LIFEGUARDS (PT) (SEASONAL)	1.0	1.0	1.0
TOTAL	5.0	5.0	4.5

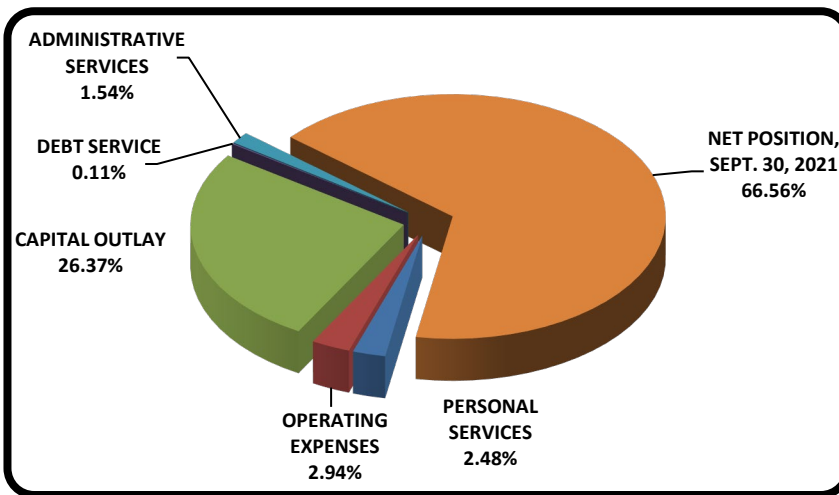




WATER & SEWER FUND



	BUDGET	PERCENT REVENUES
NET POSITION, OCTOBER 1, 2020	\$ 15,289,017	67.20%
CHARGES FOR SERVICES	1,459,500	6.41%
GRANTS	6,000,000	26.37%
MISCELLANEOUS REVENUES	3,500	0.02%
TOTAL AVAILABLE RESOURCES	\$ 22,752,017	100.00%



	BUDGET	PERCENT EXPENSES
PERSONAL SERVICES	\$ 564,420	2.48%
OPERATING EXPENSES	669,130	2.94%
CAPITAL OUTLAY	6,000,000	26.37%
DEBT SERVICE	24,687	0.11%
ADMINISTRATIVE SERVICES	350,000	1.54%
NET POSITION, SEPT. 30, 2021	15,143,780	66.56%
TOTAL USE OF RESOURCES	\$ 22,752,017	100.00%



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.

	2019 ACTUAL	2020 BUDGET	2020 ESTIMATE	2021 BUDGET
PERSONAL SERVICES	\$ 382,308	\$ 489,390	\$ 410,315	\$ 564,420
OPERATING EXPENDITURES	1,029,197	630,978	585,285	669,130
CAPITAL OUTLAY	579,484	1,943,222	1,322,006	6,000,000
DEBT SERVICE	-	16,522	16,519	24,687
TRANSFERS	350,000	350,000	350,000	350,000
	<u>\$ 2,340,989</u>	<u>\$ 3,430,112</u>	<u>\$ 2,684,125</u>	<u>\$ 7,608,237</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>2019</u> <u>ACTUAL</u>	<u>2020</u> <u>BUDGET</u>	<u>2020</u> <u>ESTIMATE</u>	<u>2021</u> <u>BUDGET</u>
NET POSITION, OCTOBER 1	14,947,979	14,525,730	14,639,734	15,289,017
ADD REVENUES FROM OPERATIONS:				
CHARGES FOR SERVICES:				
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
TOTAL	1,468,168	1,429,000	1,459,585	1,459,500
MISCELLANEOUS REVENUES:				
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
	898	3,500	3,484	3,500
TOTAL OPERATING REVENUES	1,469,066	1,432,500	1,463,069	1,463,000
WATER OPERATING EXPENSES	1,095,321	664,573	592,873	728,410
SEWER OPERATING EXPENSES	442,491	468,765	420,466	505,140
TOTAL OPERATING EXPENSES	1,537,812	1,133,338	1,013,339	1,233,550
NET OPERATING INCOME	(68,746)	299,162	449,730	229,450
NON-OPERATING REVENUE (EXPENSES):				
WATER DEBT SERVICE	-	-	(16,519)	(24,687)
IMPACT FEE REVENUE	103,916	-	67,475	-
LOAN PROCEEDS	58,957	-	498,597	-
INTEREST EXPENSE	(3,556)	-	-	-
LOSS ON DISPOSAL OF FIXED ASSETS	(48,816)	-	-	-
ADMINISTRATIVE TRANSFERS	(350,000)	(350,000)	(350,000)	(350,000)
CHANGE IN UNRESTRICTED NET POSITION	(308,245)	(50,838)	649,283	(145,237)
NET POSITION, SEPTEMBER 30	14,639,734	14,474,892	15,289,017	15,143,780



PUBLIC WORKS - WATER & SEWER FUND

RECAP OF GRANTS AND LEGISLATIVE APPROPRIATION ACTIVITY - WATER & SEWER

	2019	2020	2020	2021
	ACTUAL	BUDGET	ESTIMATE	PROPOSED
GRANT REVENUES RECEIVED/BUDGETED				
401-334-360 LEG APPROPRIATION-SEWER	-	-	-	500,000
401-334-364 FDEP SRF	-	-	-	4,000,000
401-334-362 LP35073 LEG AP WATER PLANT	-	-	-	-
401-334-350 CDBG GRANT - CLARIFIER	-	-	-	-
401-334-363 SJRWMD GRANT	498,914	-	-	1,500,000
	498,914	-	-	6,000,000
GRANT EXPENDITURES/BUDGETED				
401-533-630 WATER INFRASTRUCTURE	98,099	931,655	725,655	-
401-535-630 SEWER INFRASTRUCTURE	343,366	998,597	578,612	6,000,000
	441,465	1,930,252	1,304,267	6,000,000
NET GRANT ACTIVITY	57,449	(1,930,252)	(1,304,267)	-
TOTAL WATER & SEWER ACTIVITY				
TOTAL RESOURCES - WATER	729,884	704,000	729,735	725,500
TOTAL RESOURCES - SEWER	1,211,084	700,000	706,460	710,000
TOTAL RESOURCES - OTHER	15,078,907	14,554,230	14,734,083	15,316,517
TOTAL RESOURCES	17,019,875	15,958,230	16,170,278	16,752,017
TOTAL EXPENDITURES - WATER	1,147,693	664,573	609,392	753,097
TOTAL EXPENDITURES - SEWER	883,956	468,765	420,466	505,140
TOTAL ADMINISTRATION	350,000	350,000	350,000	350,000
TOTAL USES	2,381,649	1,483,338	1,379,858	1,608,237
NET ACTIVITY	14,638,226	14,474,892	14,790,420	15,143,780



PUBLIC WORKS - WATER & SEWER FUND

WATER DIVISION

	<u>2019</u>	<u>2020</u>	<u>2020</u>	<u>2021</u>
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>BUDGET</u>
PERSONAL SERVICES:				
401-533-120 REGULAR SALARIES & WAGES	199,049	196,155	230,615	239,750
401-533-140 OVERTIME	8,324	5,000	6,100	5,000
401-533-210 FICA TAXES	15,185	15,390	18,160	18,720
401-533-220 RETIREMENT CONTRIBUTION	37,528	18,865	21,955	25,970
401-533-230 LIFE & HEALTH INSURANCE	44,172	82,615	48,030	95,090
401-533-240 WORKERS COMPENSATION	7,476	9,000	8,219	9,000
PERSONAL SERVICES TOTAL	311,734	327,025	333,079	393,530
OPERATING EXPENSES:				
401-533-311 ATTORNEY SERVICES	480	500	1,960	500
401-533-312 ENGINEERING FEES	6,773	65,000	5,000	65,000
401-533-320 ACCOUNTING & AUDITING	4,000	8,000	6,000	8,000
401-533-340 CONTRACTUAL SERVICES	20,392	57,005	35,900	57,000
401-533-400 TRAVEL AND PER DIEM	-	960	-	960
401-533-410 COMMUNICATION SERVICES	7,693	8,080	7,965	8,080
401-533-420 POSTAGE	5,602	3,950	4,790	4,950
401-533-430 UTILITY SERVICES	45,418	26,630	24,980	26,630
401-533-440 RENTALS & LEASES	-	500	75	500
401-533-450 INSURANCE	32,199	32,750	36,829	40,000
401-533-460 REPAIRS & MAINTENANCE	14,597	39,090	19,995	34,000
401-533-462 R&M - EQUIPMENT	32,276	20,663	52,060	20,000
401-533-463 R&M - VEHICLES	494	7,000	4,215	6,000
401-533-464 METER REPLACEMENT	-	10,000	-	5,000
401-533-470 PRINTING	463	1,900	500	500
401-533-490 OTHER CURRENT CHARGES	1,161	2,400	645	2,000
401-533-491 ADVERTISING	645	500	535	600
401-533-510 OFFICE SUPPLIES	543	1,100	730	1,000
401-533-520 OPERATING SUPPLIES	43,913	31,090	40,635	37,000
401-533-521 UNIFORMS	1,252	1,850	2,150	1,850
401-533-522 FUEL AND OIL	8,172	11,000	10,790	11,000
401-533-540 DUES & SUBSCRIPTIONS	665	670	650	670
401-533-550 TRAINING	-	3,640	140	3,640
401-533-590 DEPRECIATION	537,882	-	-	-
TOTAL OPERATING EXPENSES	764,620	334,278	256,544	334,880



PUBLIC WORKS - WATER & SEWER FUND

WATER DIVISION

	<u>2019</u>	<u>2020</u>	<u>2020</u>	<u>2021</u>
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>BUDGET</u>
CAPITAL OUTLAY:				
401-533-630 INFRASTRUCTURE	98,099	931,655	725,655	-
401-533-640 MACHINERY & EQUIPMENT	30,679	3,270	3,250	-
TOTAL CAPITAL OUTLAY	128,778	934,925	728,905	-
DEBT SERVICE:				
401-533-710 PRINCIPAL	-	12,269	12,267	16,867
401-533-720 INTEREST	4,401	4,253	4,252	3,787
401-533-730 OTHER DEBT SERVICE COSTS	-	-	-	-
TOTAL DEBT SERVICE	4,401	16,522	16,519	20,654
401-533-910 ADMINISTRATIVE SERVICES	175,000	175,000	175,000	175,000
TOTAL WATER DIVISION	1,384,533	1,787,750	1,510,047	924,064



PUBLIC WORKS - WATER & SEWER FUND

SEWER DIVISION

	<u>2019</u>	<u>2020</u>	<u>2020</u>	<u>2021</u>
	ACTUAL	BUDGET	ESTIMATE	BUDGET
PERSONAL SERVICES:				
401-535-120 REGULAR SALARIES & WAGES	43,108	96,410	44,615	99,030
401-535-140 OVERTIME	3,805	5,000	4,850	5,000
401-535-210 FICA TAXES	3,388	7,760	3,685	7,960
401-535-220 RETIREMENT CONTRIBUTION	2,501	8,590	4,395	10,405
401-535-230 LIFE & HEALTH INSURANCE	15,673	41,910	17,230	45,800
401-535-240 WORKERS COMPENSATION	2,099	2,695	2,461	2,695
PERSONAL SERVICES TOTAL	70,574	162,365	77,236	170,890
OPERATING EXPENSES:				
401-535-310 PROFESSIONAL SERVICES	8,486	-	-	60,000
401-535-311 ATTORNEY SERVICES	2,880	500	3,250	2,500
401-535-312 ENGINEERING FEES	21,452	70,000	77,129	50,000
401-535-320 ACCOUNTING & AUDITING	4,000	8,000	5,000	8,000
401-535-340 CONTRACTUAL SERVICES	40,719	26,000	37,940	26,000
401-535-400 TRAVEL AND PER DIEM	200	270	25	270
401-535-410 COMMUNICATION SERVICES	4,924	4,640	4,495	4,640
401-535-420 POSTAGE	3,322	4,300	3,820	4,300
401-535-430 UTILITY SERVICES	72,616	48,650	49,500	48,650
401-535-440 RENTALS & LEASES	-	6,250	1,400	4,000
401-535-450 INSURANCE	29,684	29,885	34,192	29,885
401-535-460 REPAIRS & MAINTENANCE	10,014	18,685	17,980	18,685
401-535-462 R&M - EQUIPMENT	30,749	38,890	49,915	38,890
401-535-463 R&M - VEHICLES	1,499	5,100	8,695	5,100
401-535-470 PRINTING	276	1,900	-	500
401-535-490 OTHER CURRENT CHARGES	133	-	-	100
401-535-510 OFFICE SUPPLIES	6,371	1,900	750	1,000
401-535-520 OPERATING SUPPLIES	21,162	21,500	29,320	21,500
401-535-521 UNIFORMS	550	1,400	1,250	1,400
401-535-522 FUEL AND OIL	4,561	5,750	3,735	5,750
401-535-540 DUES & SUBSCRIPTIONS	110	290	110	290
401-535-550 TRAINING	869	2,790	235	2,790
401-535-590 DEPRECIATION	-	-	-	-
TOTAL OPERATING EXPENSES	264,577	296,700	328,741	334,250



PUBLIC WORKS - WATER & SEWER FUND

SEWER DIVISION

	<u>2019</u>	<u>2020</u>	<u>2020</u>	<u>2021</u>
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>BUDGET</u>
CAPITAL OUTLAY:				
401-535-630 INFRASTRUCTURE	343,366	998,597	578,612	6,000,000
401-535-640 MACHINERY & EQUIPMENT	107,340	9,700	14,489	-
TOTAL CAPITAL OUTLAY	450,706	1,008,297	593,101	6,000,000
DEBT SERVICE:				
401-535-710 PRINCIPAL	-	-	-	3,902
401-535-720 INTEREST	-	-	-	27
401-535-730 OTHER DEBT SERVICE COSTS	-	-	-	104
TOTAL DEBT SERVICE	-	-	-	4,033
401-535-910 ADMINISTRATIVE SERVICES	175,000	175,000	175,000	175,000
TOTAL SEWER DIVISION	960,857	1,642,362	1,174,078	6,680,140



PUBLIC WORKS - WATER & SEWER FUND

MANPOWER ANALYSIS

<u>POSITION</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>
UTILITIES SUPERVISOR	1.00	1.00	1.00
WATER SUPERVISOR	1.00	1.00	1.00
PLANT OPERATOR - WATER	1.00	1.00	1.00
UTILITIES MAINTENANCE WORKER	2.00	2.00	2.00
SEWER OPERATOR	1.00	1.00	1.00
PUBLIC WORKS DIR (split with Streets & Sanitation)	0.25	0.25	0.25
ASSISTANT PW DIRECTOR (split with Utilities)	-	0.50	0.50
ACCOUNTING CLERK II (split with Finance)	0.50	0.50	0.50
TOTAL	6.75	7.25	7.25

Capital Outlay

Sewer

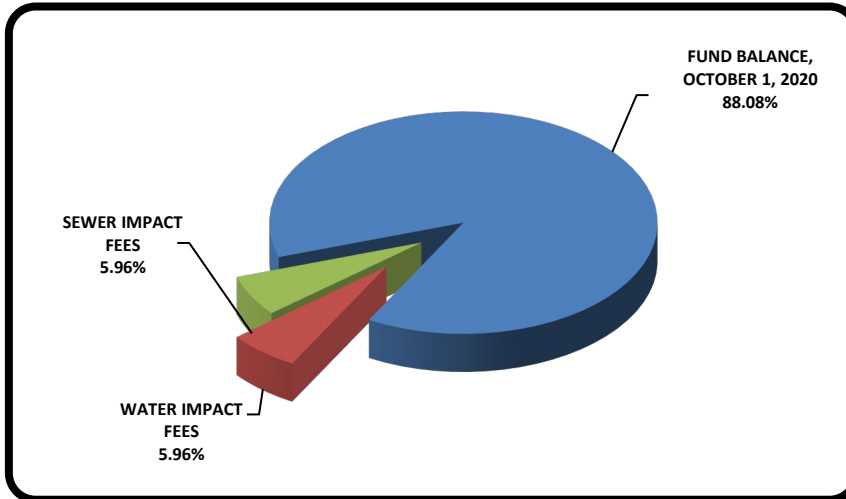
401-535-630 Infrastructure

Wastewater Interconnection Project

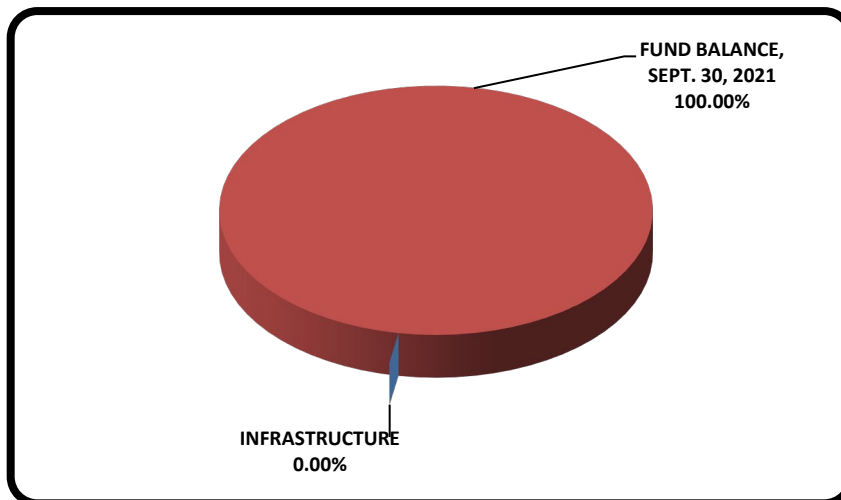
\$ 6,000,000



WATER & SEWER IMPACT FEE FUND



	<u>BUDGET</u>	<u>PERCENT REVENUES</u>
FUND BALANCE, OCTOBER 1, 2020	\$ 443,394	88.08%
WATER IMPACT FEES	30,000	5.96%
SEWER IMPACT FEES	30,000	5.96%
TOTAL AVAILABLE RESOURCES	<u>\$ 503,394</u>	<u>100.00%</u>



	<u>BUDGET</u>	<u>PERCENT EXPENSES</u>
INFRASTRUCTURE	\$ -	0.00%
FUND BALANCE, SEPT. 30, 2021	503,394	100.00%
TOTAL USE OF RESOURCES	<u>\$ 503,394</u>	<u>100.00%</u>



WATER & SEWER IMPACT FEE FUND

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.

	2019 ACTUAL	2020 BUDGET	2020 ESTIMATE	2021 BUDGET
CAPITAL OUTLAY	-	-	-	-
	\$ -	\$ -	\$ -	\$ -

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.

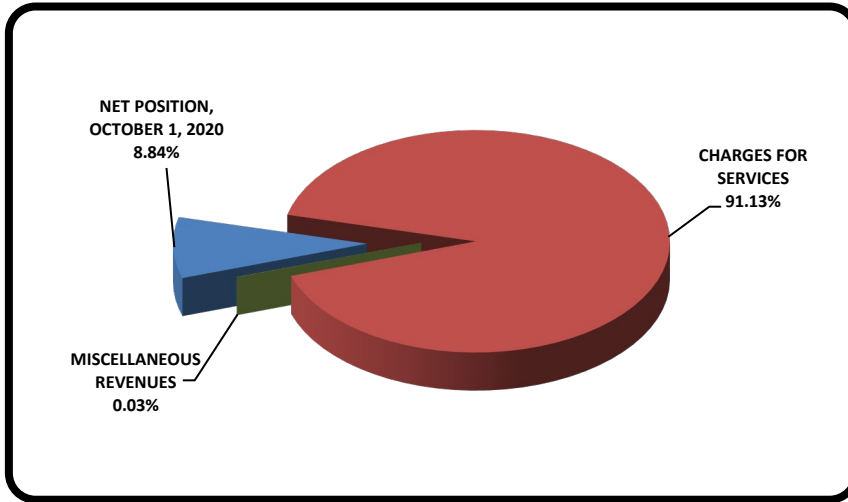


WATER & SEWER IMPACT FEE FUND

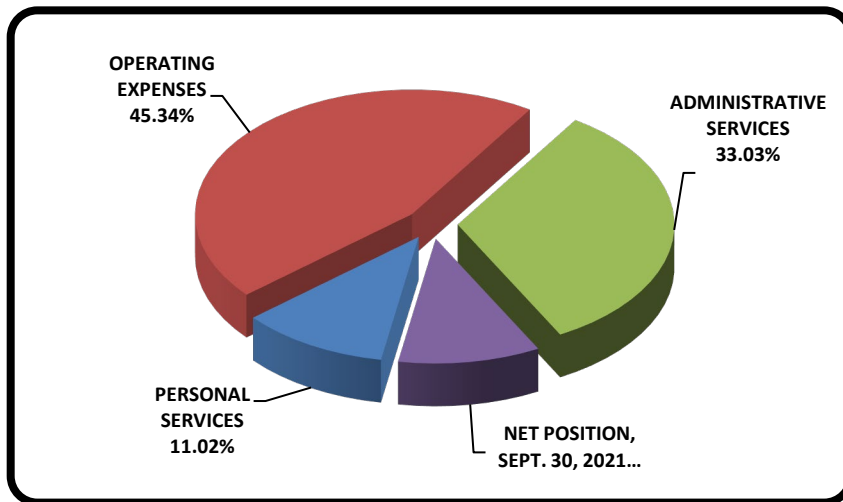
	<u>2019</u>	<u>2020</u>	<u>2020</u>	<u>2021</u>
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>BUDGET</u>
FUND BALANCE, OCTOBER 1	327,242	457,567	396,966	443,394
ADD REVENUES:				
411-343-350 WATER IMPACT FEES	35,046	30,000	33,612	30,000
411-343-530 SEWER IMPACT FEES	42,276	34,000	12,816	30,000
TOTAL REVENUES AVAILABLE	404,564	521,567	443,394	503,394
DEDUCT EXPENDITURES:				
411-535-630 SEWER INFRASTRUCTURE	7,598	-	-	-
TOTAL EXPENDITURES	7,598	-	-	-
FUND BALANCE, SEPTEMBER 30	<u>396,966</u>	<u>521,567</u>	<u>443,394</u>	<u>503,394</u>



SANITATION FUND



	<u>BUDGET</u>	<u>PERCENT REVENUES</u>
NET POSITION, OCTOBER 1, 2020	\$ 66,930	8.84%
CHARGES FOR SERVICES	689,800	91.13%
MISCELLANEOUS REVENUES	200	0.03%
TOTAL AVAILABLE RESOURCES	<u>\$ 756,930</u>	<u>100.00%</u>



	<u>BUDGET</u>	<u>PERCENT EXPENSES</u>
PERSONAL SERVICES	\$ 83,450	11.02%
OPERATING EXPENSES	343,195	45.34%
ADMINISTRATIVE SERVICES	250,000	33.03%
NET POSITION, SEPT. 30, 2021...	80,285	10.61%
TOTAL USE OF RESOURCES	<u>\$ 756,930</u>	<u>100.00%</u>



PUBLIC WORKS - SANITATION FUND

GOALS:

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

	2019 ACTUAL	2020 BUDGET	2020 ESTIMATE	2021 BUDGET
PERSONAL SERVICES	\$ 103,253	\$ 73,675	\$ 92,138	\$ 83,450
OPERATING EXPENDITURES	355,717	308,770	330,412	343,195
TRANSFERS	250,000	250,000	250,000	250,000
	<u>\$ 708,970</u>	<u>\$ 632,445</u>	<u>\$ 672,550</u>	<u>\$ 676,645</u>

OBJECTIVES:

☆ Improve service while reducing costs.

RESULTS:

⇒ Customer satisfaction and a clean city.



PUBLIC WORKS - SANITATION FUND

	<u>2019</u>	<u>2020</u>	<u>2020</u>	<u>2021</u>
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>BUDGET</u>
NET POSITION, OCTOBER 1	66,975	174,337	30,250	66,930
ADD REVENUES:				
402-343-400 GARBAGE REVENUE	672,245	689,800	709,130	689,800
402-361-000 INTEREST EARNED	-	200	100	200
TOTAL REVENUES AVAILABLE	672,245	864,337	739,480	756,930
DEDUCT EXPENSES:				
PERSONAL SERVICES:				
402-534-120 REGULAR SALARIES & WAGES	55,567	49,415	55,054	50,140
402-534-140 OVERTIME	1,147	400	325	400
402-534-210 FICA TAXES	3,824	3,810	4,045	3,865
402-534-220 RETIREMENT CONTRIBUTION	24,285	5,100	4,785	5,935
402-534-230 LIFE & HEALTH INSURANCE	17,771	14,250	27,290	22,410
402-534-240 WORKERS COMPENSATION	659	700	639	700
PERSONAL SERVICES TOTAL	103,253	73,675	92,138	83,450
OPERATING EXPENSES:				
402-534-311 ATTORNEY SERVICES	-	1,000	-	500
402-534-340 CONTRACTUAL SERVICES	1,911	-	-	-
402-534-343 GARBAGE TIPPING FEES	27,111	-	-	-
402-534-344 GARBAGE HAULING FEES	305,262	290,000	323,300	325,000
402-534-410 COMMUNICATION SERVICES	218	-	120	120
402-534-420 FREIGHT & POSTAGE	3,643	7,750	3,450	7,750
402-534-460 REPAIR & MAINTENANCE	1,579	2,420	-	2,000
402-534-463 R&M - VEHICLES	5,773	4,350	740	4,500
402-534-470 PRINTING	508	1,900	1,790	1,900
402-534-520 OPERATING SUPPLIES	284	1,000	840	1,000
402-534-521 UNIFORMS	208	100	172	175
402-534-522 FUEL AND OIL	572	250	-	250
402-534-590 DEPRECIATION	8,648	-	-	-
TOTAL OPERATING EXPENSES:	355,717	308,770	330,412	343,195
402-534-910 ADMINISTRATIVE SERVICES	250,000	250,000	250,000	250,000
TOTAL EXPENSES	708,970	632,445	672,550	676,645
NET POSITION, SEPTEMBER 30	30,250	231,892	66,930	80,285



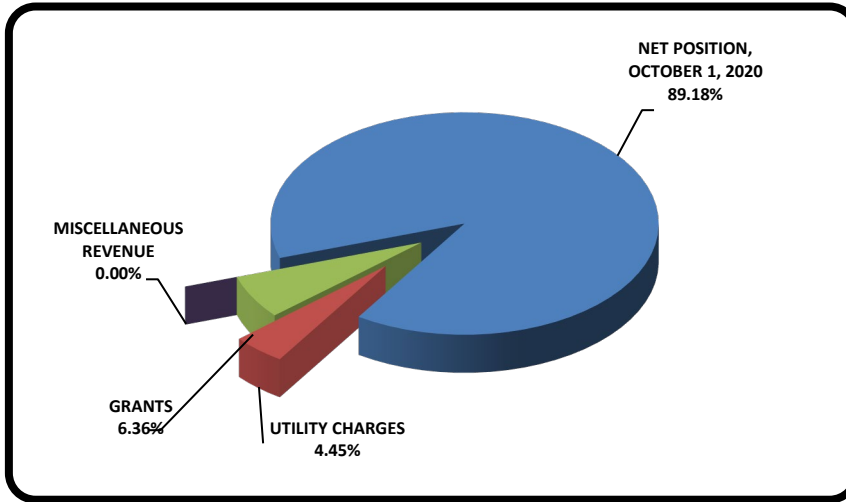
PUBLIC WORKS - SANITATION

MANPOWER ANALYSIS

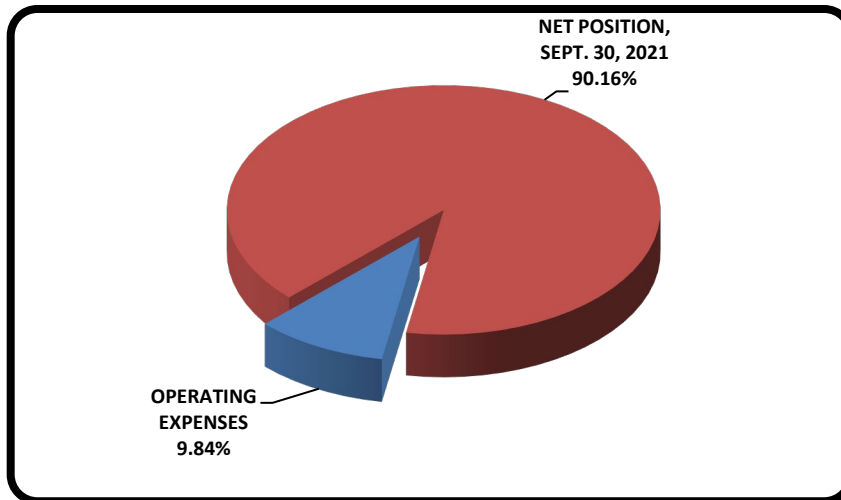
<u>POSITION</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>
PW DIRECTOR (split with Roads & Water)	0.25	0.25	0.25
MAINTENANCE TECHNICIAN	1.00	1.00	1.00
TOTAL	1.25	1.25	1.25



PUBLIC WORKS - STORMWATER FUND



	<u>BUDGET</u>	<u>PERCENT REVENUES</u>
NET POSITION, OCTOBER 1, 2020	\$ 2,101,949	89.18%
UTILITY CHARGES	105,000	4.45%
GRANTS	150,000	6.36%
MISCELLANEOUS REVENUE	100	0.00%
TOTAL AVAILABLE RESOURCES	<u><u>\$ 2,357,049</u></u>	<u><u>100.00%</u></u>



	<u>BUDGET</u>	<u>PERCENT EXPENSES</u>
OPERATING EXPENSES	231,960	9.84%
NET POSITION, SEPT. 30, 2021	2,125,089	90.16%
TOTAL USE OF RESOURCES	<u><u>\$ 2,357,049</u></u>	<u><u>100.00%</u></u>



PUBLIC WORKS - STORMWATER FUND

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

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

	2019 ACTUAL	2020 BUDGET	2020 ESTIMATE	2021 BUDGET
OPERATING EXPENDITURES	105,014	38,800	27,420	43,060
CAPITAL OUTLAY	-	180,000	10,000	150,000
DEBT SERVICE	7,816	38,900	38,356	38,900
	<u>\$ 112,830</u>	<u>\$ 257,700</u>	<u>\$ 75,776</u>	<u>\$ 231,960</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.



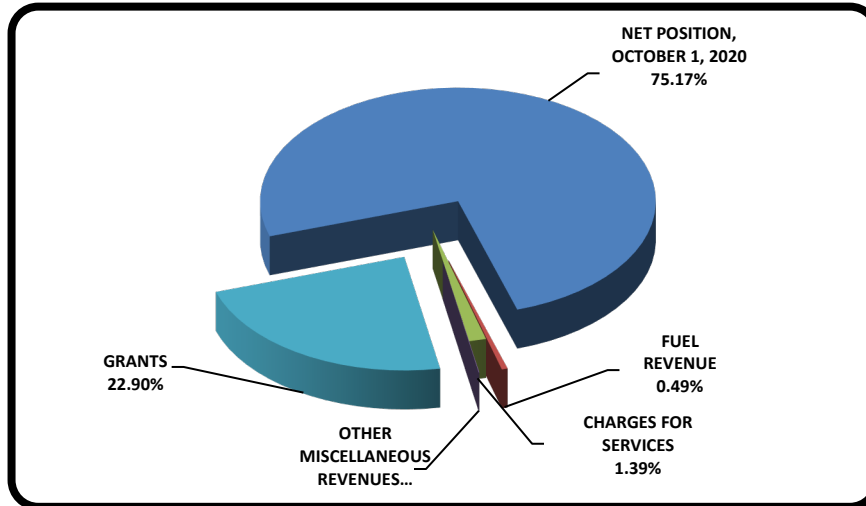
PUBLIC WORKS - STORMWATER FUND

	<u>2019</u>	<u>2020</u>	<u>2020</u>	<u>2021</u>
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>BUDGET</u>
NET POSITION, OCTOBER 1	1,991,220	2,118,166	2,065,969	2,101,949
ADD REVENUES:				
404-337-403 LCWA GRANT	82,420	150,000	-	150,000
404-343-700 STORMWATER UTILITY CHGS	105,159	99,000	111,756	105,000
404-361-100 INTEREST EARNED	-	100	-	100
TOTAL REVENUES AVAILABLE	187,579	249,100	111,756	255,100
DEDUCT EXPENDITURES:				
404-538-311 ATTORNEY SERVICES	80	-	500	-
404-538-314 ENGINEERING FEES	-	14,130	2,000	18,390
404-538-340 CONTRACTUAL SERVICES	7,500	21,500	21,000	21,500
404-538-400 TRAVEL & PER DIEM	-	980	-	980
404-538-420 POSTAGE	-	50	-	50
404-538-460 REPAIR & MAINTENANCE	-	-	10	-
404-538-480 ADVERTISING	-	665	510	665
404-538-540 DUES & SUBSCRIPTIONS	1,152	500	400	500
404-538-550 TRAINING	-	975	-	975
404-538-590 DEPRECIATION	96,282	-	-	-
404-538-610 LAND	-	-	3,000	-
404-538-630 INFRASTRUCTURE	-	180,000	10,000	150,000
404-538-710 PRINCIPAL - SRF LOAN	-	31,000	30,873	31,000
404-538-720 INTEREST - SRF LOAN	7,816	7,900	7,483	7,900
TOTAL EXPENDITURES	112,830	257,700	75,776	231,960
NET POSITION, SEPTEMBER 30	2,065,969	2,109,566	2,101,949	2,125,089

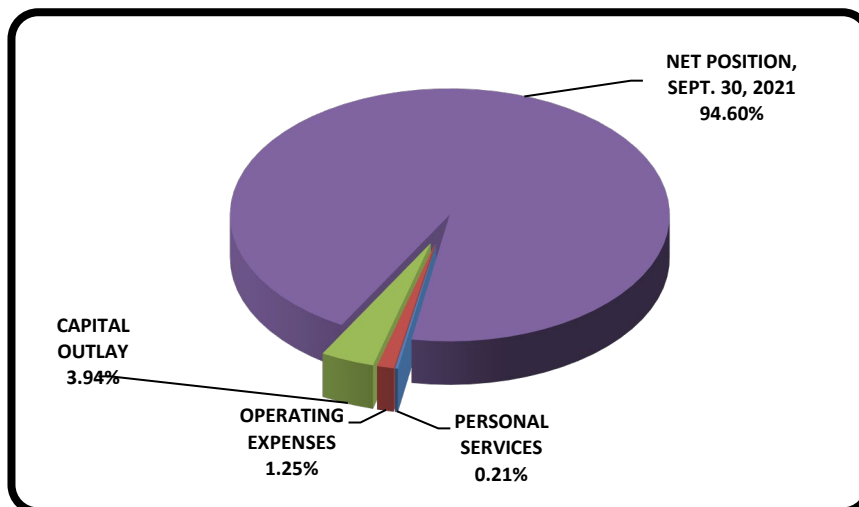




AIRPORT FUND



	<u>BUDGET</u>	<u>PERCENT REVENUES</u>
NET POSITION, OCTOBER 1, 2020	\$ 5,391,862	75.17%
FUEL REVENUE	35,000	0.49%
CHARGES FOR SERVICES	99,900	1.39%
OTHER MISCELLANEOUS REVENUES	3,650	0.05%
GRANTS	<u>1,642,811</u>	<u>22.90%</u>
TOTAL AVAILABLE RESOURCES	<u><u>\$ 7,173,223</u></u>	<u><u>100.00%</u></u>



	<u>BUDGET</u>	<u>PERCENT EXPENSES</u>
PERSONAL SERVICES	\$ 15,085	0.21%
OPERATING EXPENSES	89,375	1.25%
CAPITAL OUTLAY	282,980	3.94%
NET POSITION, SEPT. 30, 2021	<u>6,785,783</u>	<u>94.60%</u>
TOTAL USE OF RESOURCES	<u><u>\$ 7,173,223</u></u>	<u><u>100.00%</u></u>



AIRPORT FUND

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

	2019 ACTUAL	2020 BUDGET	2020 ESTIMATE	2021 BUDGET
PERSONAL SERVICES	\$ 13,364	\$ 10,300	\$ 12,273	\$ 15,085
OPERATING EXPENDITURES	388,113	77,088	66,744	89,375
CAPITAL OUTLAY	1,423,286	1,702,037	1,200,900	282,980
	<u>\$ 1,824,763</u>	<u>\$ 1,789,425</u>	<u>\$ 1,279,917</u>	<u>\$ 387,440</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>2019</u>	<u>2020</u>	<u>2020</u>	<u>2021</u>
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>BUDGET</u>
NET POSITION, OCTOBER 1	5,402,861	5,076,145	5,755,646	5,391,862
ADD REVENUES:				
403-344-100 OFF SITE ACCESS FEES	3,150	3,150	3,150	2,000
403-344-101 FUEL REVENUES	36,768	75,000	20,000	35,000
403-344-200 TIE DOWN FEES	761	900	780	900
403-344-300 APARTMENT RENTAL	13,864	13,320	12,291	12,000
403-344-400 HANGAR RENTAL	71,355	75,000	85,175	85,000
403-369-900 OTHER MISC REVENUES	2,132	2,500	5,150	3,650
TOTAL REVENUES AVAILABLE	128,030	169,870	126,546	138,550
DEDUCT EXPENSES:				
403-542-100 PERSONAL SERVICES	13,364	10,300	12,273	15,085
403-542-300 OPERATING EXPENSES	388,113	77,088	66,744	89,375
TOTAL EXPENSES	401,477	87,388	79,017	104,460
NET OPERATING INCOME	(273,447)	82,482	47,529	34,090
NON-OPERATING INCOME:				
403-389-200 FAA GRANT	79,281	181,771	201,771	181,771
403-389-301 FDOT GRANT	546,951	1,461,040	587,816	1,461,040
	626,232	1,642,811	789,587	1,642,811
NON-OPERATING EXPENSES:				
403-542-600 CAPITAL PROJECTS	-	1,702,037	1,200,900	282,980
NET POSITION, SEPTEMBER 30	5,755,646	5,099,401	5,391,862	6,785,783

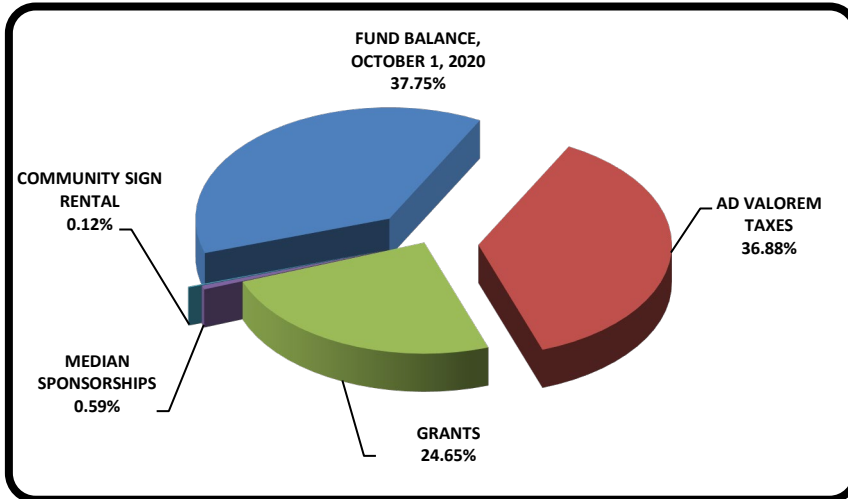


AIRPORT FUND

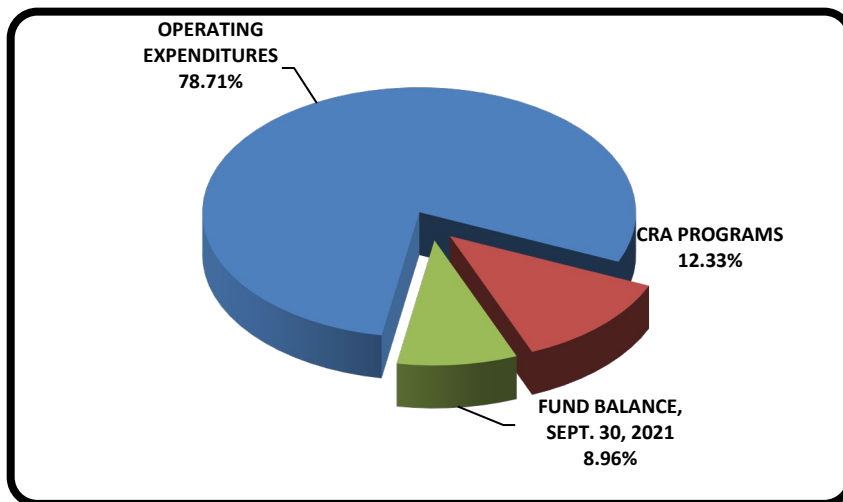
	<u>2019</u>	<u>2020</u>	<u>2020</u>	<u>2021</u>
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>BUDGET</u>
PERSONAL SERVICES:				
403-542-120 REGULAR SALARIES & WAGES	9,510	8,570	10,260	12,480
403-524-210 FICA TAXES	715	655	803	955
403-542-220 RETIREMENT CONTRIBUTION	2,834	725	890	1,250
403-542-240 WORKERS COMPENSATION	305	350	320	400
PERSONAL SERVICES TOTAL	13,364	10,300	12,273	15,085
OPERATING EXPENSES:				
403-542-310 PROFESSIONAL SERVICES	2,468	-	-	-
403-542-311 ATTORNEY SERVICES	3,900	5,000	5,825	5,000
403-542-340 CONTRACTUAL SERVICES	2,770	2,300	1,820	2,300
403-542-400 TRAVEL & PER DIEM	294	600	-	600
403-542-410 COMMUNICATION SERVICES	3,179	2,475	2,415	2,475
403-542-421 POSTAGE	126	75	50	50
403-542-431 UTILITY SERVICES	22,673	11,800	18,560	20,000
403-542-450 INSURANCE	15,098	15,100	16,251	18,000
403-542-460 REPAIRS & MAINTENANCE	13,217	17,770	5,575	18,715
403-542-461 R&M - BUILDINGS	350	11,500	1,190	11,500
403-542-462 R&M - EQUIPMENT	6,208	2,100	11,260	2,100
403-542-463 R&M - VEHICLES	887	1,250	865	1,250
403-542-480 PROMOTIONAL ACTIVITIES	169	700	-	700
403-542-490 OTHER CURRENT CHARGES	737	750	1,028	750
403-542-510 OFFICE SUPPLIES	369	200	-	200
403-542-520 OPERATING SUPPLIES	2,053	2,600	275	2,600
403-542-522 FUEL AND OIL	9	2,000	995	2,000
403-542-540 DUES AND SUBSCRIPTIONS	519	368	635	635
403-542-550 TRAINING	-	500	-	500
403-542-590 DEPRECIATION	313,087	-	-	-
TOTAL OPERATING EXPENSES	388,113	77,088	66,744	89,375
CAPITAL OUTLAY:				
403-542-610 LAND	675,997	-	420,579	-
403-542-620 BUILDINGS	128,969	1,162,580	127,580	-
403-542-630 INFRASTRUCTURE	618,320	337,489	353,179	282,980
403-542-640 MACHINERY & EQUIPMENT	-	-	34,262	-
403-542-680 INTANGIBLE ASSET	-	201,968	265,300	-
TOTAL CAPITAL OUTLAY	1,423,286	1,702,037	1,200,900	282,980
TOTAL EXPENSES	1,824,763	1,789,425	1,279,917	387,440



COMMUNITY REDEVELOPMENT AGENCY



	<u>BUDGET</u>	<u>PERCENT REVENUES</u>
FUND BALANCE, OCTOBER 1, 2020	\$ 306,249	37.75%
AD VALOREM TAXES	299,235	36.88%
GRANTS	200,000	24.65%
MEDIAN SPONSORSHIPS	4,800	0.59%
COMMUNITY SIGN RENTAL	1,000	0.12%
TOTAL AVAILABLE RESOURCES	<u>\$ 811,284</u>	<u>100.00%</u>



	<u>BUDGET</u>	<u>PERCENT EXPENSES</u>
OPERATING EXPENDITURES	\$ 638,565	78.71%
CRA PROGRAMS	100,000	12.33%
FUND BALANCE, SEPT. 30, 2021	72,719	8.96%
TOTAL USE OF RESOURCES	<u>\$ 811,284</u>	<u>100.00%</u>



COMMUNITY REDEVELOPMENT AGENCY

GOALS:

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

	2019 ACTUAL	2020 BUDGET	2020 ESTIMATE	2021 BUDGET
PERSONAL SERVICES	\$ -	\$ -	\$ -	\$ -
OPERATING EXPENDITURES	174,884	191,693	70,400	422,065
CAPITAL OUTLAY	39,526	276,500	125,000	316,500
	<u>\$ 214,410</u>	<u>\$ 468,193</u>	<u>\$ 195,400</u>	<u>\$ 738,565</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>2019</u> <u>ACTUAL</u>	<u>2020</u> <u>BUDGET</u>	<u>2020</u> <u>ESTIMATE</u>	<u>2021</u> <u>BUDGET</u>
FUND BALANCE, OCTOBER 1	296,561	267,818	290,107	306,249
ADD REVENUES:				
104-311-100 AD VALOREM TAXES	202,801	207,850	205,942	299,235
104-337-403 LCWA GRANT	-	-	-	200,000
104-361-200 COMMUNITY SIGN RENTAL	1,075	1,000	800	1,000
104-366-100 CRA MEDIAN SPONSORSHIP	4,080	3,000	4,800	4,800
TOTAL REVENUES	207,956	211,850	211,542	505,035
TOTAL AVAILABLE RESOURCES	504,517	479,668	501,649	811,284
DEDUCT EXPENDITURES:				
104-559-310 PROFESSIONAL SERVICES	9,520	25,000	13,530	10,000
104-559-311 ATTORNEY SERVICES	1,430	1,500	540	1,500
104-559-320 AUDITING & ACCOUNTING	-	-	-	5,000
104-559-340 CONTRACTUAL SERVICES	76,406	42,020	35,000	42,020
104-559-400 TRAVEL AND PER DIEM	793	800	-	800
104-559-420 POSTAGE	-	50	15	50
104-559-450 INSURANCE - P&C	3,424	3,425	3,153	3,425
104-559-460 REPAIRS & MAINTENANCE	2,565	7,375	7,250	7,375
104-559-490 OTHER CURRENT CHARGES	87	100	75	100
104-559-491 LEGAL ADVERTISING	194	150	59	150
104-559-492 SPECIAL DISTRICT FEE	795	175	175	175
104-559-499 CRA PROGRAMS	10,000	109,628	9,628	100,000
104-559-520 OPERATING SUPPLIES	234	350	250	350
104-559-540 DUES & SUBSCRIPTIONS	1,245	725	725	725
104-559-550 TRAINING	-	395	-	395
104-559-610 LAND	68,191	-	-	250,000
104-559-630 INFRASTRUCTURE	39,526	276,500	125,000	316,500
TOTAL EXPENDITURES	214,410	468,193	195,400	738,565
FUND BALANCE, SEPTEMBER 30	290,107	11,475	306,249	72,719



COMMUNITY REDEVELOPMENT AGENCY

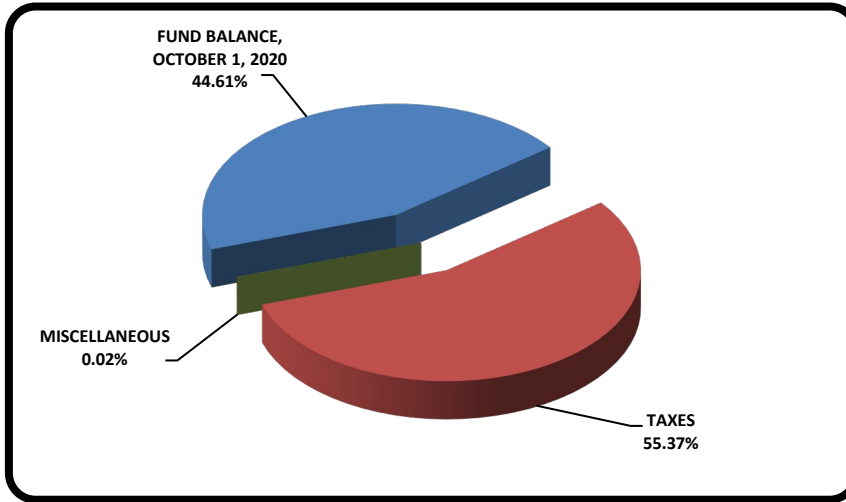
CAPITAL OUTLAY DETAILS

104-559-630 Infrastructure

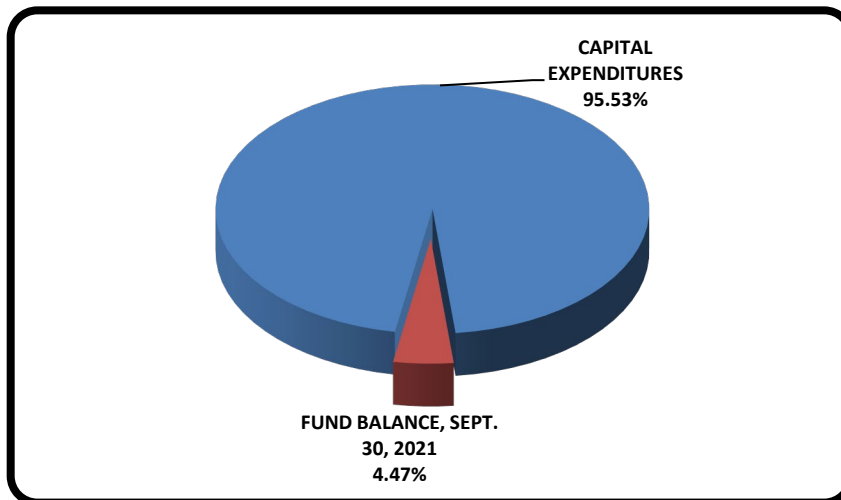
Cadwell Park master plan (rollover from FY 2020)	\$ 20,000
Street resurfacing	200,000
Street signs and other wayfinding signage	11,500
Larkin dugouts and field improvements	5,000
Bus shelters and benches	5,000
Parking	25,000
Tree removal, planting and carvings	50,000
	<u>\$ 316,500</u>



CAPITAL PROJECTS FUND



	<u>BUDGET</u>	<u>PERCENT REVENUES</u>
FUND BALANCE, OCTOBER 1, 2020	\$ 255,762	44.61%
TAXES	317,451	55.37%
MISCELLANEOUS	100	0.02%
TOTAL AVAILABLE RESOURCES	<u>\$ 573,313</u>	<u>100.00%</u>



	<u>BUDGET</u>	<u>PERCENT EXPENSES</u>
CAPITAL EXPENDITURES	485,510	84.68%
FUND BALANCE, SEPT. 30, 2021	22,716	3.96%
TOTAL USE OF RESOURCES	<u>\$ 573,313</u>	<u>100.00%</u>



CAPITAL PROJECTS FUND

GOALS:

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

	2019 ACTUAL	2020 BUDGET	2020 ESTIMATE	2021 BUDGET
CAPITAL OUTLAY	938,630	877,007	341,739	485,510
DEBT SERVICE	57,672	56,558	65,308	65,087
	<u>\$ 996,302</u>	<u>\$ 933,565</u>	<u>\$ 407,047</u>	<u>\$ 550,597</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>2019</u> <u>ACTUAL</u>	<u>2020</u> <u>BUDGET</u>	<u>2020</u> <u>ESTIMATE</u>	<u>2021</u> <u>BUDGET</u>
FUND BALANCE, OCTOBER 1	627,626	707,622	288,254	255,762
ADD REVENUES:				
301-312-600 INFRASTRUCTURE SURTAX	388,248	422,545	367,155	317,451
301-331-200 USDA GRANTS - POLICE	20,700	-	7,300	-
301-331-200 USDA GRANTS - FIRE	168,000	-	-	-
301-384-100 NOTE PROCEEDS	79,982	-	-	-
301-361-100 INTEREST EARNED	-	100	100	100
TOTAL REVENUES AVAILABLE	1,284,556	1,130,267	662,809	573,313
DEDUCT EXPENDITURES:				
301-XXX-600 CAPITAL PROJECTS	938,630	877,007	341,739	485,510
301-519-700 DEBT SERVICE	57,672	56,558	65,308	65,087
TOTAL EXPENDITURES	996,302	933,565	407,047	550,597
FUND BALANCE, SEPTEMBER 30	288,254	196,702	255,762	22,716



CAPITAL PROJECTS FUND

	<u>2019</u>	<u>2020</u>	<u>2020</u>	<u>2021</u>	
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>BUDGET</u>	
CAPITAL PROJECTS:					
<i>FINANCE & ADMINISTRATION</i>					
301-513-620	BUILDINGS	-	20,000	49,697	-
301-513-640	MACHINERY & EQUIPMENT	-	-	2,798	-
<i>POLICE</i>					
301-521-640	MACHINERY & EQUIPMENT	168,730	100,500	92,925	85,510
<i>FIRE</i>					
301-522-640	MACHINERY & EQUIPMENT	542,830	6,200	6,196	-
<i>ROADS & STREETS</i>					
301-541-630	INFRASTRUCTURE	107,802	242,807	147,489	-
301-541-640	MACHINERY & EQUIPMENT	5,327	7,500	7,914	-
<i>PARKS</i>					
301-572-620	BUILDINGS	87,514	-	1,200	-
301-572-630	INFRASTRUCTURE	-	500,000	30,000	400,000
301-572-640	MACHINERY & EQUIPMENT	26,427	-	3,520	-
TOTAL		938,630	877,007	341,739	485,510
DEBT SERVICE:					
301-519-710	PD RADIO LEASE PRINCIPAL	9,233	-	6,953	7,076
301-519-713	USB LOAN - PRINCIPAL	41,678	-	-	-
301-519-714	CHASE LOAN - PRINCIPAL	-	42,970	42,970	44,033
301-519-720	PD RADIO LEASE INTEREST	263	-	2,279	2,157
301-519-723	USB LOAN - INTEREST	6,498	-	-	-
301-519-724	CHASE LOAN - INTEREST	-	13,588	13,106	11,821
TOTAL		57,672	56,558	65,308	65,087
TOTAL COST		996,302	933,565	407,047	550,597



CAPITAL PROJECTS FUND

CAPITAL OUTLAY DETAILS

301-521-640	2 Police Cars	85,510
301-572-630	Upgrades to swimming pool and bathrooms	<u>400,000</u>
		<u><u>485,510</u></u>

