



FINAL BUDGET 2018 FISCAL YEAR

October 1, 2017 – September 30, 2018

Prepared by the Office of the City Manager and Finance

City of Sanford, Florida

2017/2018 BUDGET

OCTOBER 1, 2017 – SEPTEMBER 30, 2018

CITY COMMISSION

JEFF TRIPLETT, MAYOR

ART WOODRUFF, DISTRICT 1

DR. VELMA H. WILLIAMS, DISTRICT 2

PATRICK AUSTIN, DISTRICT 3

PATTY MAHANY, DISTRICT 4, VICE MAYOR

CITY MANAGER

NORTON N. BONAPARTE, JR.

DEPUTY CITY MANAGER

THOMAS GEORGE

FINANCE DIRECTOR

CYNTHIA LINDSAY, CPA, CGFO



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SANFORD
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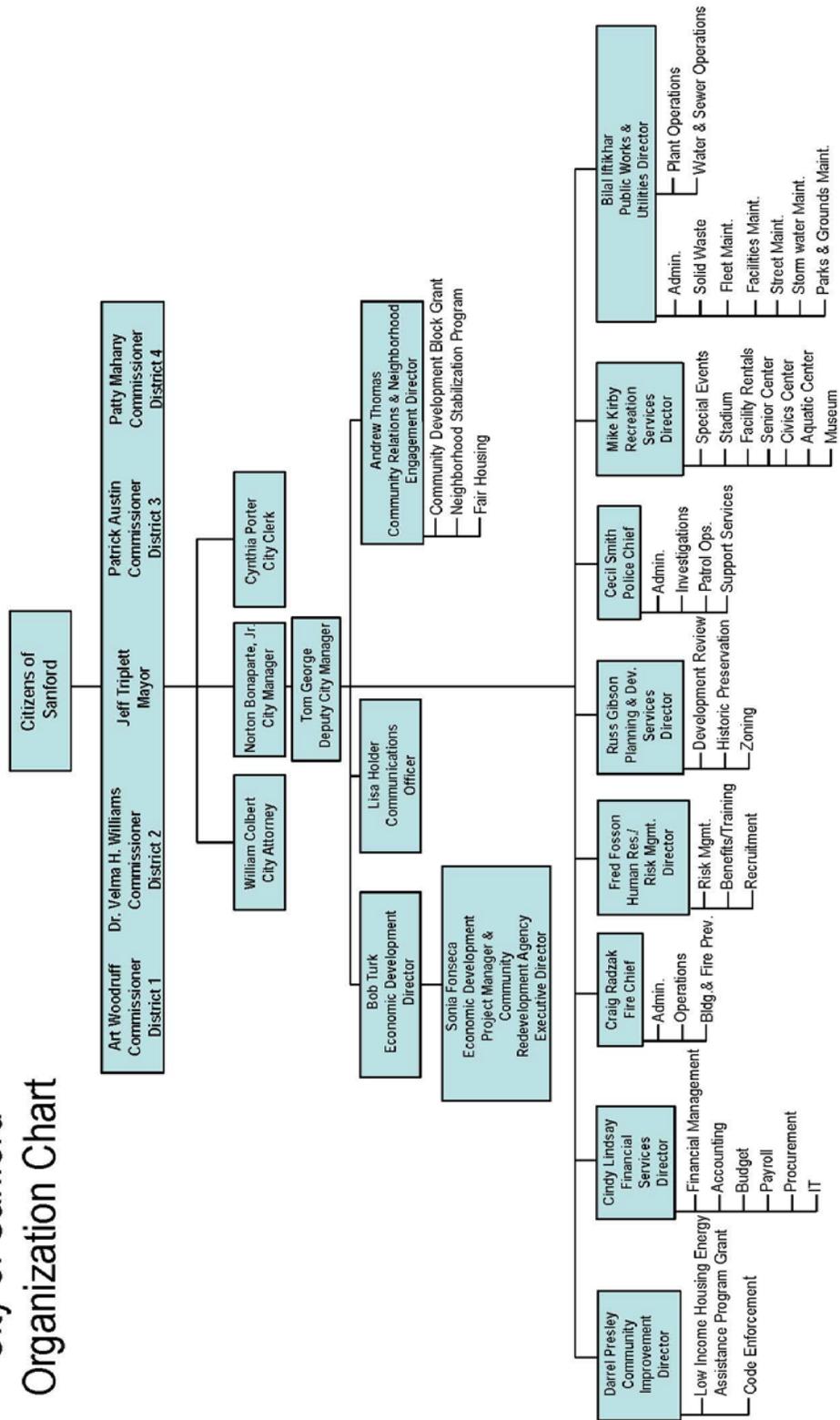
OUR VISION

Sanford is a significant cultural and business hub for the Central Florida region. With its showcase waterfront, extensive transportation network, distinctive cultural corridor and historic downtown, Sanford is a vibrant and safe City in which people choose to live, work, raise a family, attend school, shop, play and retire.

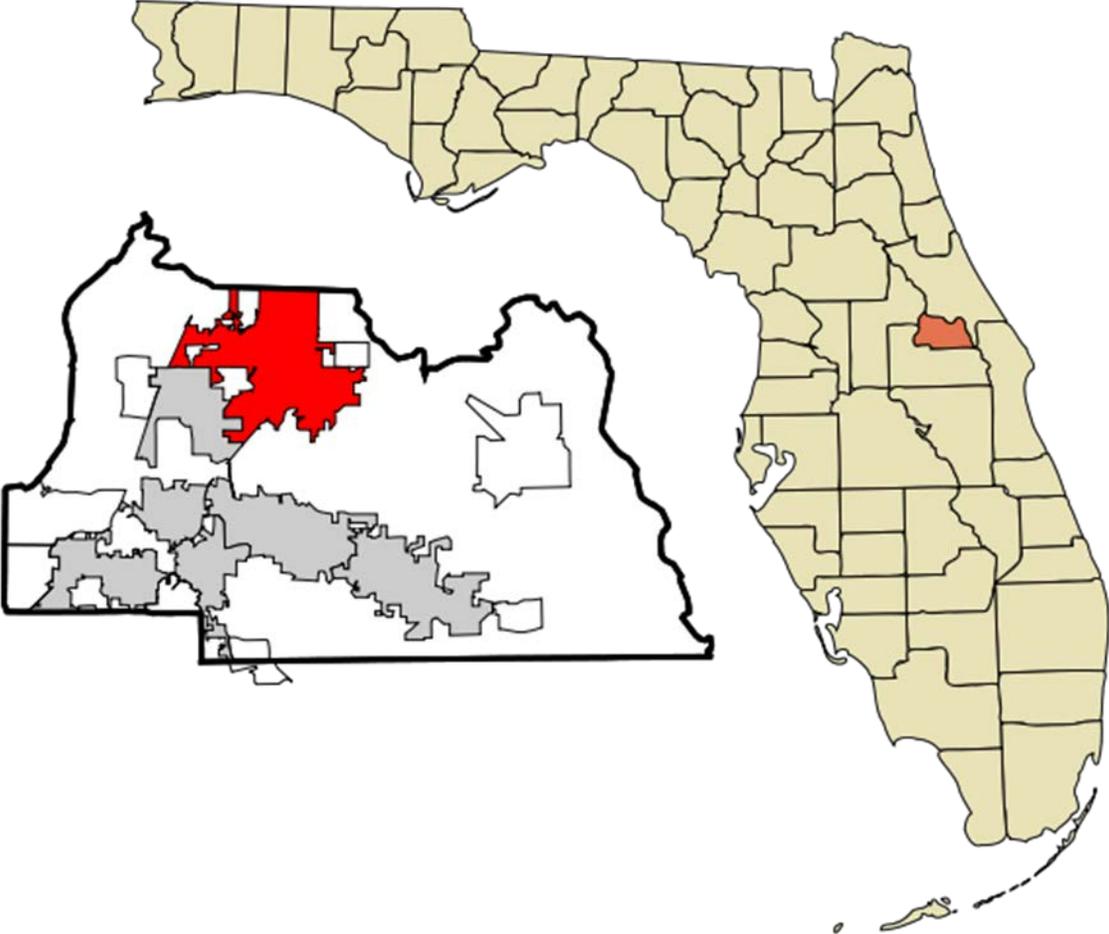
OUR MISSION

The City of Sanford is dedicated to the delivery of a high standard of service that cultivates a vibrant business and citizen partnership and fosters a well-connected, economically thriving community that celebrates its distinctive historical, natural, social and cultural character.

City of Sanford Organization Chart



CITY OF SANFORD LOCATION



THE CITY IS LOCATED AT 28° 47'22"N 81° 16'32"W WITH A TOTAL AREA OF 26.5 SQUARE MILES (68.63KM²), 22.96 SQUARE MILES (59.47KM²) OF LAND, AND 3.54 SQUARE MILES (9.17KM²) OF WATER.

SOURCE: WIKIPEDIA.ORG

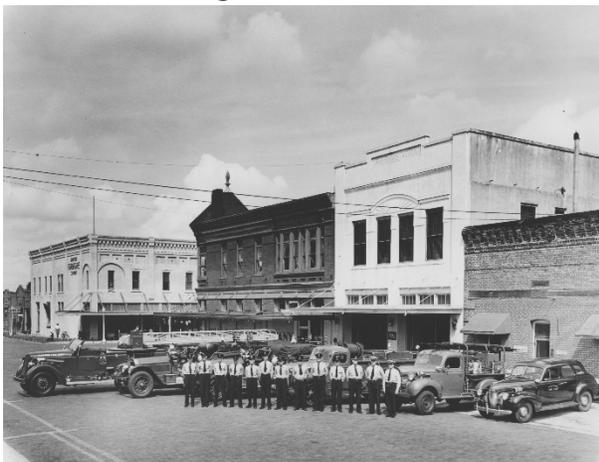
CITY OF SANFORD PROFILE

Sanford is located in Central Florida in Seminole County, one of the fastest growing counties in the nation and sits on the south shore of Lake Monroe at the head of the navigation on the St. John's River. During the Seminole Wars of the 1830's, the area was the site of an U.S. Army post named Fort Mellon. As settlers moved into the area, the town of Mellonville was established. With the advent of commercial steamboat service, the town became a distribution point for goods essential for the growth of Central Florida. When Orange County was created in 1845, Mellonville became the county seat.



In 1870, Henry Shelton Sanford purchased the land west of Mellonville. He planned a new city "the Gate City of South Florida," which he believed would become the transportation hub for all of southern Florida. In 1877, the City of Sanford was incorporated and Mellonville was annexed six years later. In 1880, Henry S. Sanford formed a land company in London to encourage investments in the new city. That same year construction began on the South Florida Railroad with a terminus in Sanford. By 1884, Sanford was a prosperous town with wharves, a railroad station and a large hotel.

Mr. Sanford's greatest interest in Florida was the development of Belair, a citrus grove and experimental garden near Sanford. More than 140 varieties of citrus, including the Valencia orange, were tested for adaptability to the Florida climate.



In September 1887, a bakery on First Street caught fire. The blaze spread rapidly through the wooden buildings on the east side of town until stopped by the volunteer fire department. When the town was rebuilt, the new structures were made of brick.

During the winter of 1894-95, the citrus industry received a serious blow when freezing temperatures destroyed the year's entire crop. Many citizens faced economic ruin and left the area. Those who stayed harnessed artesian wells and developed a sub-irrigation system that permitted commercial agriculture. By the first decade of the 20th century, Sanford was one of the largest vegetable shipping centers in the United States, and received the nickname "Celery City" for the most successful crop.



On April 25, 1913, Seminole County was officially established with Sanford as the county seat. In the boom and bust years that followed, Sanford shared in the growth of Central Florida.

From 1942 to 1968, the Sanford U.S. Naval Air Station drew many residents away from agriculture and brought new people to the city. Today the old station is Sanford's International Airport. The Sanford Commercial District was proclaimed a historic district and placed on the National Register in 1976.

Sanford, one of Central Florida's oldest incorporated cities, is home to brick lined streets, towering oaks, elegant store-fronts and large, nineteenth-century Victorian homes. The downtown, which once featured feed stores and dry good sellers, now showcases antique shops, restaurants and art galleries. Picturesque



First Street, the center of downtown Sanford, is a vibrant, enticing destination. Events, such as the Saturday morning Farmers Market and jazz concerts in Magnolia Square; theatrical productions at the newly renovated Wayne Densch Performing Arts Center; and the monthly Alive After 5 street parties attract visitors from all over Central Florida.

Sanford sits on the south shore of Lake Monroe, providing a waterfront backdrop for walking, jogging or just enjoying the natural beauty. Riverwalk, with its gazebos and swinging benches, has 1.2 miles of pedestrian walking paths. Along the way, you can visit Veterans Memorial Park, Marina Island, Ft. Mellon Park, and the Sanford Museum or have lunch at one of the lakeside restaurants.



The booming retail activity just west of downtown includes one of the largest malls in Central Florida, The Seminole Towne Center, as well as numerous retail enclaves surrounding it. One of the area's largest congregation of auto and motorcycle dealers is located in this vicinity, as well.

Restaurants, movie theatres, bookstores and other service facilities are readily available "close to home." And the marinas at the Port of Sanford, at the Osteen Bridge and in Downtown offer boaters of every level ready access to Lake Monroe and the beautiful St. John's River.

The City of Sanford is well protected by the authorized 130 sworn officers and 79 certified firefighters. The men and women of the Sanford Police Department are proud of the partnership they have created with our community. The Sanford Fire Department personnel are EMT trained and paramedic trained which allows the City to provide emergency medical service to its residents. The



fire protection service has an Insurance Services Office (ISO) rating of 4. The Sanford Police Department has many specialized units to better serve the citizens within our community. The units include: Traffic, K-9, Investigations, School Resource Officers,

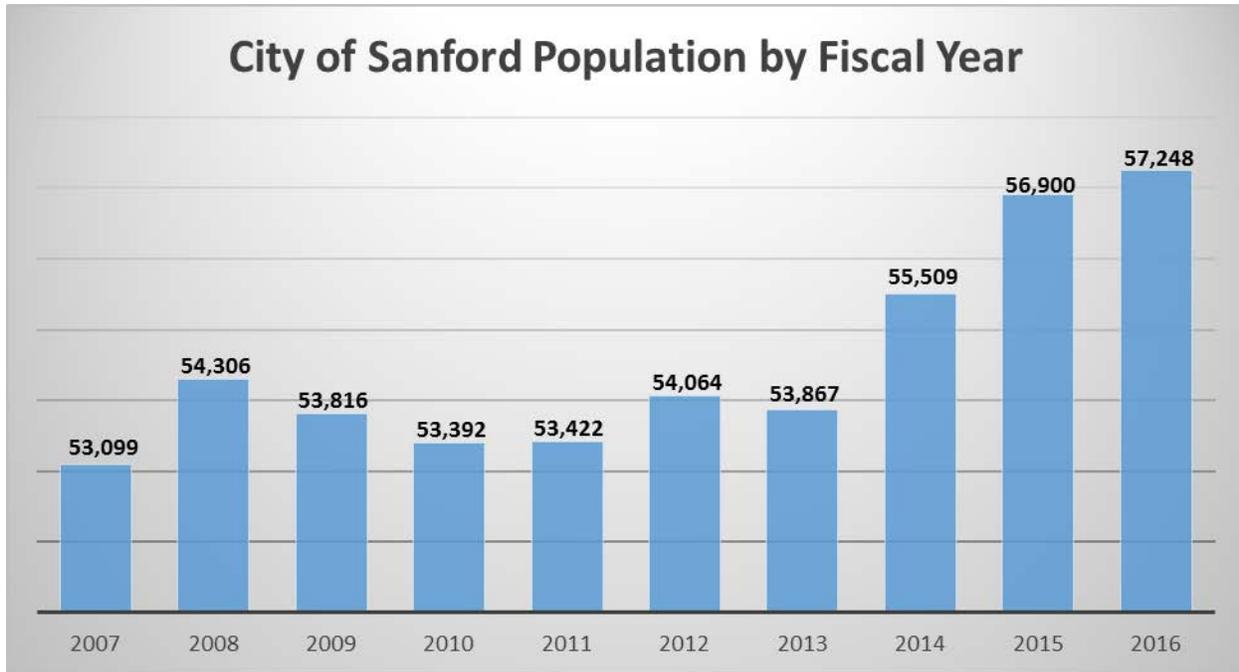
Crime Prevention and Community Policing Officers.

SANFORD DEMOGRAPHICS

Employer Name	Business Type	Employees
Seminole State College	College	1,746
Seminole County Public Schools	Public Schools	1,642
Seminole County Government	Government	1,581
Seminole County Sheriff	Government	1,230
Central Florida Regional Hospital	Medical	1,052
Walmart Stores - Sanford	Retail	822
City of Sanford	Government	481
Orlando Sanford International Airport		480
Benada Aluminum Products	Manufacturing	160
Wayne Densch	Liquor Stores	149

Unemployment Rate	FY 2013	FY 2014	FY 2015	FY 2016
City of Sanford	6.6%	5.4%	5.0%	4.3%

SANFORD DEMOGRAPHICS



Source: Office of Economic and Demographic Research - Florida Population Estimates for Counties and Municipalities - April, 2015

LARGEST LOCAL TAXPAYERS

Taxpayer Name	Taxable Value	Total Taxes
Seminole Town Center LP	64,226,778	1,287,464.30
Florida Power & Light Co.	54,995,565	1,102,419.10
Solstice Loop Holdings LLC	46,586,156	933,847.45
Central Florida Regional Hospital	39,472,310	791,246.14
CRLP Twin Lakes LLC	37,272,632	747,152.27
Lakes Edge Apartments LLC	36,823,032	738,139.77
WRI Seminole II LLC	36,562,792	747,152.27
Solara Holdings - CJ LLC	35,868,920	719,014.02
Wal-Mart Stores East LP	31,514,696	631,730.99
Bre Piper MF Westlake FL LLC	31,414,880	629,730.12

SANFORD CITY COMMISSION

The City of Sanford operates with a Commission-Manager form of government. The City Commission is comprised of a Mayor, who is elected at large, and four Commission Members, one elected from each district. The Commission appoints the City Manager, City Attorney, and City Clerk, who work with direction both from the City Commission and City Manager. All other staff members work under the direction of the City Manager.

Mayor Jeff Triplett

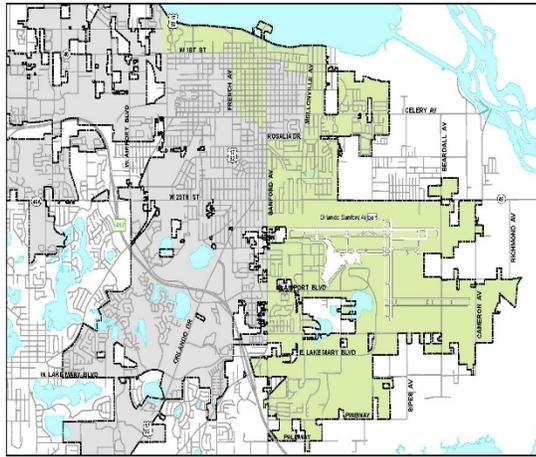
Elected to Mayor: 2010

Current Term Expires: 2019

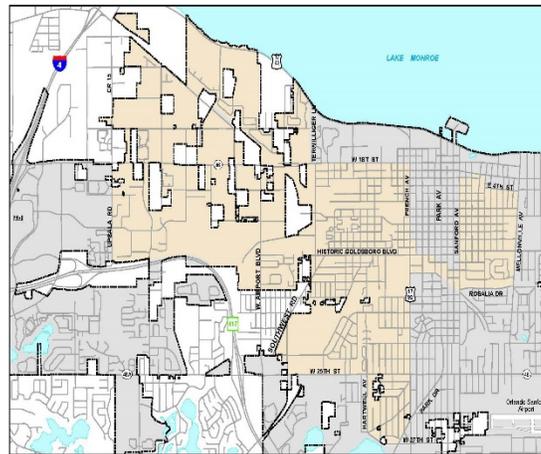


Jeff Triplett moved to Seminole County in 1992 after graduating from Missouri Southern State University. He has been a community banker for 17 years, and he is currently the Senior Vice President at United Legacy Bank. He is responsible for a multi-million dollar loan and deposit portfolio that consists of small business and commercial real estate holdings throughout Central Florida, with a primary focus on North Seminole County.

The Mayor presides at council meetings, serves as spokesperson for the community, and facilitates communication between elected and appointed officials. The Mayor also assists the council in setting goals and in advocating policy decisions, and serves as a key representative in intergovernmental relations.



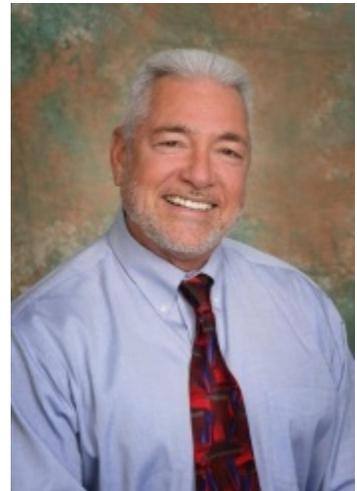
Art Woodruff, District 1
Elected: 2014
Current Term Expires: 2019



Velma Williams, District 2
Elected: 1997
Current Term Expires: 2019



Norton N. Bonaparte, Jr.
City Manager
Since: 2011



Thomas George
Deputy City Manager
Since: 2011

STRATEGIC PLAN

A core principle of the City of Sanford is to listen to its Citizens. By better understanding the priorities and needs of our customers we can better shape our service delivery and programs to meet those needs.

The City of Sanford strives to address community issues as they arise and anticipate the needs of the community by taking positive and proactive measures to address major issues and concerns of the Citizens. To achieve this end, the City Commission and City Manager initiated the Imagine Sanford Community Strategic Planning Initiative. This outreach to our community, our customers and all our stakeholders has resulted in the Sanford Vision and Strategic Plan document that will provide guidance for our budgeting process each year.



Strategic Planning

Strategic planning is a group dynamic process, which enables an organization to address immediate issues, examine trends, assess capabilities, re-examine its reason for existence, define a new sense of direction, and develop an action plan to put the new direction into effect. The goal of strategic planning is to have the stakeholders work collectively to identify the purpose and direction for the organization, identify the issues and trends that may inhibit that vision, assess the resources and capabilities of the organization, and then develop an action plan to put the vision into effect.

At its foundation strategic planning is about facing change, planning for it, and positioning the community to make the most of change. An organization and individuals must cope with change through communication and participation, these are core principles of this process. The primary objective of Strategic Planning is to focus on organizational direction or purpose. In strategic planning, the objective is to insure that the organization's direction guides the development of programs, the delivery of services and provides focus for our planning and budgeting efforts.

During the recent Imagine Sanford Community Strategic Planning Initiative the following Vision, Mission, Values and Initiatives were identified and adopted. These were the result of many hours of interaction and discussions between our citizens and communities, a very dedicated and representative Steering Committee and the Sanford City Commission.

Vision

Sanford is a significant cultural and business hub for the Central Florida Region. With its showcase waterfront, extensive transportation network, distinctive cultural corridor and historic downtown, Sanford is a vibrant and safe City in which people choose to live, work, raise a family, attend school, shop, play and retire.

Mission

The City of Sanford is dedicated to the delivery of a high standard of services that cultivates a vibrant business and citizen partnership and fosters a well-connected, economically thriving community that celebrates its distinctive historical, natural, social, and cultural character.

Community Values

The core values that stand at the center of Sanford's unique identity and vision:

Character

We value Sanford's authenticity as a resilient, hardworking community that preserves its history.

Culture

We enjoy a distinctive identity that reflects our diversity, friendliness and faith, each enriching our culture and history.

Connections

Sanford is a well-connected regional hub that offers opportunity through accessibility and a collaborative spirit of problem solving.

Commerce

Our growth depends on regional access, a thriving downtown, opportunities for personal growth and promotion of our cultural and economic assets.

Six Vision Themes

1. Unify Downtown and the Waterfront
2. Improve Connectivity
3. Promote Sanford's Distinct Culture
4. Build Capacity for Civic Leadership
5. Redevelop and Revitalize Disadvantaged Communities
6. Update the Regulatory & Policy Framework

Six Target Areas and Initiatives

Downtown Area

- Improve east/west connectivity across 17-92 and between neighborhoods
- Strengthen Sanford Avenue corridor with appropriate retail and civic uses at key intersections
- Relocate civic uses away from the waterfront to provide locations for mixed-use development and better waterfront access
- Improve connections to the water by strengthening north/south streets and establishing higher value uses along the waterfront
- Connect parks, open space and civic uses within the walkable downtown area
- Preserve the character of the historic neighborhoods south of 3rd Street

Goldsboro Area

- Strengthen connections across SR 46 to SunRail and the waterfront
- Enhance safety and the character of the SR 46 Corridor
- Focus on revitalization within the neighborhood through infill housing initiatives and a proposed civic hub along the 17-92 Corridor
- Re-stitch the fabric of the neighborhood by connecting streets and adding small neighborhood parks
- Strengthen north/south connectivity with proposed at-grade, street crossings across existing railroad tracks

- Improve east/west connectivity by extending the Goldsboro Trail and making both 4th & 7th Streets better for bicyclists and pedestrians
- Enhance and reinforce Historic Goldsboro Boulevard with neighborhood scale commercial infill

SunRail Station Area

- Capitalize on the location of SunRail transit stop by improving connectivity east/west along SR 46, to the neighborhoods beyond the railroad track to the north, and south across SR 46
- Reinforce Transit Oriented Development (TOD) with higher density multi-family uses and mixed-use infill
- Strengthen the SR 46 corridor with infill office and retail opportunities, enhancing the future character along this entry into downtown Sanford
- Create a new mixed-use and residential community in the mid-point of Sanford that capitalizes on great highway and regional transit access, offering proximity to Seminole Towne Center and historic downtown Sanford
- Redesignate 17-92 along the SR 46 and Monroe Avenue corridors, providing better connectivity and strengthening the visibility of the industrial area on the western edge along Monroe Avenue



Seminole Towne Center/St. John's Parkway Area

- Orient land uses to regional highway access and improve connectivity to SR 46
- Improve north/south connectivity and general access through the area with more complete street network
- Improve walking and bicycling along St Johns Parkway
- Provide for both light and heavy industrial expansion as employment base for the city
- Create a "place" for residents in surrounding high-density communities by focusing on entertainment-based retail opportunities
- Infill with appropriate retail, mixed-use, and multi-family uses within the immediate vicinity of Seminole Towne Center

Seminole State College Area

- Create gateway focal point at intersection of Airport Boulevard and 17-92 with service related retail and hotel uses
- Reinforce and enhance the character along 17-92 through streetscape improvements and appropriate infill projects
- Establish new mixed-use hub anchored by civic uses at the intersection of Lake Mary Boulevard and 17-92
- Strengthen Airport Boulevard connectivity from airport to planned SunRail stations
- Enhance connectivity across 17-92 for bicyclists and pedestrians

Airport Area

- Create gateway focal point at intersection of Airport Boulevard and Sanford Avenue with service-related retail and hotel uses
- Improve connectivity eastward to 17-92 by reinforcing Lake Mary Boulevard and Airport Boulevard
- Prepare for future passenger transit along existing RR spur
- Increase residential densities around the proposed gateway with appropriate multi-family uses
- Improve directional signage and way finding along Sanford Avenue
- Expand airport-related services to the south with office and distribution uses

The above Vision, Mission, Values and Initiatives will guide and direct our budget process and annual allocation of funds. In order to remain current and relevant, the City will periodically revisit our initiatives and progress. We will continue to engage and interact with our citizens, our customers and our City Commission in order to update and, when necessary, revise our initiatives, goals and priorities.





BUDGET MESSAGE

❖ CITY MANAGER'S MESSAGE



SANFORD
FLORIDA
—1877—



September 25, 2017

Mayor Jeff Triplett and Members of the City Commission
Sanford, Florida

In compliance with state law and the City Charter, we are submitting the 2017/2018 Budget. As required by Section 5.04 of the City Charter, the final budget for 2018 is balanced such that, “The total expenditures shall not exceed the total of estimated income and prior year surpluses, if any.”

Citywide Budget

The City’s final 2017/2018 budget totals approximately \$116.5 million for all activities, including utility funds, capital projects, debt service and other special revenue funds. Total expenditures are increasing \$3,465,390, an increase of 3.25% from last year’s final budget. The increase is attributed to the General Fund increasing \$2,803,627, the Internal Service Funds increasing \$319,888, Enterprise Funds increasing \$1,370,006, and the CRA fund increasing \$58,551.

After five consecutive years of falling tax revenues, this is the fourth year the City has seen an increase due to property tax value increases as well as being able to enjoy some growth. All other revenues are still flat for the City. Yet, the budget has been balanced.

General Fund

Economic factors continue to place constraints on the General Fund budget for fiscal year 2018. By employing zero based budgeting, the 2018 budget has been balanced without decreasing the wide array of municipal services that the citizens of Sanford have come to expect from the City.

The final budget is with a millage rate at 7.325mills. This represents a 4.78% increase over the prior year when compared to the rollback rate. The budget is balanced at this millage rate.

Budget Highlights:

- The final budget includes funding the health insurance fund by an additional \$134,789. The health insurance fund had been previously partially funded by using the accumulated reserves in this fund and this year this was not possible. So the general fund and enterprise funds picked up the \$1,299,686 previously used from reserves to support this fund.
- The final budget includes 3% for wage adjustments for non-union employees, in which the City plans on instituting a merit system. The budget also includes the contractually committed wage adjustments for the unions.
- Capital – this proposal includes funding for various infrastructure and equipment needs of which funding from General Fund amounts to \$899,765. Please see the CIP plan under the Capital Improvement Plan Section for further details.
- Further changes in the final budget include:
 1. Increase in general liability and auto insurance funding \$185,099.
 2. Repairs and Maintenance \$57,758.
 3. Professional Services \$110,127.
 4. Training and related costs \$128,849.
 5. Contractual Services \$282,000 for the services contracted out in the IT division.

Property Tax Rate and Revenues

On July 1st the Seminole County Property Appraiser provided the required Certification of Value with a total current year taxable value for property in Sanford of \$2.9 billion. This was a 5.14% increase from the prior year's valuation. For this reason, the rolled-back rate (that is the rate at which the prior year's tax amount can be raised from the new valuation) is 6.9906%, compared to the current year's rate of 7.325. The current millage rate of 7.325 will increase revenues by 4.78%. This is the first year since 2008 that the City's ad valorem tax revenue has exceeded the 2008 amount. The amount that is over the 2008 revenue is \$156,670.

Under new laws adopted in 2008 to implement the provisions of Amendment 1, and to further restrict the ability of local government to make local funding decisions, the City Commission has the following options when considering the property tax rate for the City.

<i>Millage Rate Options</i>	<i>Two-thirds</i> 4-1 or 4-0	<i>Majority</i> 3-2	<i>Majority</i> 3-2
Taxable Value	2,900,970,981	2,900,970,981	2,900,970,981
Roll-back Rate	6.9906	6.9906	6.9906
Rate Options	10.0000	6.9906	7.3250
Current Rate	7.3250	7.3250	7.8250
Percent Increase(Decrease) over Rollback	0.0457	0.0000	0.1066
Property Tax Revenues at Rate Option	29,009,710	20,279,528	21,249,612
Property Tax Revenue at Roll-back Rate	20,279,528	20,279,528	20,279,528
Revenues at Rate Option vs. Rolled-back Rate	8,730,182	-	970,085

At the final millage rate of 7.325, on average, the single family homeowner will pay \$462.12 a year or \$38.51 per month in taxes to the City of Sanford.

Special Revenue Funds

The City receives revenues that are restricted to certain governmental purposes, such as fuel taxes dedicated to street projects (Local Option Gas Tax), the 3rd Generation Sales Tax which is dedicated to transportation infrastructure projects, as well as impact fees for expanding recreation, police and fire services, and confiscations and fine revenue dedicated to police training and equipment (2nd Dollar Fund and Police Trust Fund). The budget also includes the Building Inspection Fund, where new construction fees and service charges fund Florida Building Code compliance and adherence to City codes, as well as the Cemetery Fund, which receives revenues for plot sales and provides maintenance services. The City also maintains a separate special revenue fund for grants, the Low Income Home Energy Fund (LIHEAP). The LIHEAP grant is a program that provides energy assistance to help eligible low income households.

Available funding for street maintenance and rehabilitation has been greatly reduced in the General Fund. The Local Option Gas Tax Fund, dedicated for this purpose, will provide about \$1.2 million for road work in 2017/2018. The Third Generation Sales Tax Fund will provide about \$3.4 million in new revenues for capital street projects.

Most of the Police training needs have been moved from the special reserve funds to the General Fund in 2018 due to the dwindling reserves in the special revenue funds for educational needs of law enforcement.

Component Funds

The budget includes a Community Redevelopment Agency, a funding mechanism for infrastructure improvements targeting redevelopment and economic development in Sanford, the Downtown Waterfront Agency. In 2017/2018 the City's obligation to this agency will exceed \$1.6 million. A second redevelopment district, the 17-92 Redevelopment Agency, which targets redevelopment along the 17-92 corridor throughout Seminole County, will receive \$690,166 from the City in 2017/2018.

Debt Service Fund

The Debt Service Fund provides for the repayment of debt for general government obligations (debt payments for enterprise and redevelopment funds are shown in their respective funds). This fund pays for the City's fire truck leases, police vehicle leases, and the Public Safety Complex Bond – approximately \$1.7 million in annual payments.

Capital Projects Funds

The Capital Projects Funds contain governmental capital projects, usually funded through a combination of transfers from the General Fund, Grants, Impact Fees, Donations and other funds as applicable. Capital funded from the General Fund in the 2018 budget is \$899,765 for various infrastructure and equipment replacement needs.

Enterprise Funds (Utilities)

Enterprise services, such as solid waste collection, storm water management and water and wastewater treatment are funded through service charges; the only rate increases planned for 2018 are from the change in CPI index or otherwise previously scheduled for storm water.

Internal Service Funds

The City has two insurance funds, the General Insurance Fund, which administers the City's liability and workers compensation insurance, and the Health Insurance Fund, which administers all employee and retiree health insurance costs. These are internal service funds, which means that the costs are charged back to the "client" funds based on an allocation related to the type of insurance. General Insurance Fund costs are managed by Risk Management staff in the Human Resources Department.

Guiding Principles for Budget Development

As in prior years, certain principles were employed to develop the 2018 budget. They are:

The City's budget is synonymous with policy. The budget establishes what programs and activities are important to the community.

The City is a service organization. The most important asset of a service organization is trained, motivated, adequately compensated, and properly led employees. With the exception of most Police Department personnel, employees through 2018 went through six years without merit raises and five years without COLA's while having many benefits reduced or eliminated. The final budget contains approximately 3% of the average pay set aside for a new merit based system for non-union employees. Additionally, the General Fund workforce has been reduced by approximately forty-seven positions (not including authorized and unfunded positions) over the last seven years.

The City's current services are to be given priority. In line with Commission direction, we have focused on maintaining basic services especially in the areas of public safety.

All fee schedules and user charges are to be reviewed and adjusted to ensure that rates are equitable and cover the cost of the service deemed appropriate by the City Commission. Residents will experience an increase in solid waste collection fees, storm water, and water fees.

The City will avoid budget and accounting procedures that balance the current budget at the expense of future budgets. The final budget provides basic services at a level below our current standard. With only enough funding for operating costs and limited capital replacement, the City risks more unanticipated costs as equipment and infrastructure age, which may also impact our ability to maintain a 17% operating reserve.

The City will maintain reserves adequate to ensure that resources are available annually for the replacement of vehicles and equipment. As noted above, this budget calls for very limited capital replacements and due to decreasing revenues adequate CIP funding for future years will be challenging.

The City will maintain reserves that are adequate to protect against unforeseen events. In 2017 the City Commission voted a minimum operating reserve for the General Fund of 17% of expenditures. Our neighboring Cities have policies ranging from 15%, 19% and 25% while their actual reserves are 20%, 23%, 40%, 41%, 54%, and 130% while the City's actual reserves are currently at 17.84%.

Local funds will be leveraged by aggressively seeking outside funding sources. The City continues to aggressively pursue both federal and state grants; however Federal and State agencies are also struggling to balance their budgets, so funds are severely limited.

High priority will be given to expenditures that will reduce future operating costs — such as better use of technology, equipment, and better business methods. Many improvements to the information technology “infrastructure” have been made in the last five years. However, in order to maintain this progress we need to continue to fund capital replacements as well as investigate improved technology to aid in basic services.

Future Budget Impacts

The current forecast on general fund revenues is approximately 2% with the exception of ad valorem taxes which are expected to increase in value another 4%-5% (\$952,544) in FY 2019 for a total revenue increase of \$1,196,442 and the following increases in expenditures are expected:

➤ Pension costs	\$ 375,553
➤ Medical Insurance	\$ 361,535
➤ 3% wage increases	\$ 674,183
➤ Operational costs	\$ 97,830
➤ 17-92 CRA TIF savings	(\$674,294)

This does not include unpredictable increases to electricity, fuel, health and liability insurance, and ongoing city contracts or continued support of capital costs.

As noted earlier – the property tax values in the City have increased for the fourth year in a row after five consecutive years of decline. City Commission provided tax relief to the residents as property values decreased; this tax relief totaled \$26,144,201 over the past nine years. This tax cut has required an offset reduction in expenditures for nonpublic safety expenditures in the City’s General Fund budget. The City has approximately \$51.7 million dollars’ worth of asset repairs and replacements that must be addressed on average every 23 years. The past nine years, these assets have been addressed on a limited to no basis. The amount of funds needed to address the assets neglected over the past several years is currently \$24 million dollars and going forward to address recurring repairs and replacements, the City is looking at needing a replacement plan that would allow for funding of \$6 million dollars per year. We continue to urge the City Commission to think strategically and long-term as it relates to budget development.

Sincerely,



Norton N. Bonaparte, Jr.
City Manager



Cynthia M. Lindsay
Finance Director

BUDGET OVERVIEW

❖ BUDGET PROCESS

❖ BUDGET CALENDAR

❖ UNDERSTANDING THE BUDGET DOCUMENT

❖ MAJOR REVENUE SOURCES

❖ FINANCIAL STRUCTURE



SANFORD
FLORIDA
—1877—

BUDGET PROCESS

The City's fiscal year runs from October 1st through September 30th. The annual budget process is approximately eight months starting in February and proceeding through the end of September.

Budget Guidelines (February)

February is the beginning of the Budget process. Budget guidelines, information, training session, and forms to be used are provided to each department. Departments prepare their budget requests, which include operating, 5 year capital plan, equipment replacements, and personnel.

Budget Submission and Review (March/April)

The Finance Department reviews and analyzes each Department's budget submission. Finance meets with Department Directors and Staff.

Budget Review (May)

During the first two weeks of the month of May, the City Manager reviews the details of each proposed budget for efficiency and compliance with the Commission's direction, and make any necessary adjustments to the requested budget.

Budget Workshop (July)

The City Commission holds a budget workshop to discuss the proposed budget and capital improvement program.

1st and 2nd Public Hearings (September)

The City Commissioners' first public hearing date is normally set during the second Monday of September. During the first public hearing the budget is tentatively approved. The second hearing date is usually set for the fourth Monday of September. The final public hearing is when the millage rate and the approved budget are adopted.

Amending the Budget

After the annual budget is adopted, any changes in appropriations that causes an increase or decrease to fund totals is considered a Budget Amendment. The budget can only be amended by Resolution by the City Commission.

BUDGET CALENDAR

BUDGET CALENDAR FY 2017 - 2018		
DATE	ACTIVITY	PARTICIPANTS
February 15	Distribute Budget Materials/Training Session	Department Directors Division Managers Finance Manager
March 2	Submit updated CIP Budgets to Finance	Department Directors Division Managers
March 16	Submit Budget Request to Finance	Department Directors Division Managers
March 30	Finance reviews Budget Requests and returns with questions to Departments	Finance Manager
April 11	Departments return Budget Requests with all questions answered to Finance	Department Directors Division Managers
April 16	Health, Liability, Property and Workers Compensation Insurance Cost Estimates Due	Finance Director Human Resources Director
April 17 – April 27	Departments & Finance Budget Review Meetings	Finance Director Finance Manager Department Directors Division Managers
May 1 - May 11	Budget Review Meetings	City Manager Deputy City Manager Finance Director Finance Manager Department Directors Division Managers
June 1	Preliminary estimate of taxable value submitted to City	Property Appraiser
June 15	Draft of Proposed Budget to City Manager	Finance City Manager
June 22	Proposed Budget submitted to Commission	City Manager
July 1	Certification of Taxable Value submitted to City	Property Appraiser

BUDGET CALENDAR

BUDGET CALENDAR FY 2017 - 2018		
DATE	ACTIVITY	PARTICIPANTS
July 6	Budget Workshop	City Commission City Manager Deputy City Manager Department Directors Division Managers
July 19	Budget Workshop (2nd day)	City Commission City Manager Deputy City Manager Department Directors Division Managers
July 24	Last Regular Meeting to approve tentative millage rate and hearing schedule.	City Commission City Manager
Not later than August 3	Notification to Property Appraiser of proposed millage rate rolled back tax rate, and date, time and place of First Public hearing.	City Manager Finance Director
August 10	Final Changes to budget completed	City Manager Finance Director
Not later than August 24	Mailing of Notice of Proposed Property Taxes (TRIM notice)	Property Appraiser
September 11	First Public Hearing to adopt proposed millage rates and budget (Due to Hurricane Irma this was later changed to September 18)	City Commission City Manager Finance Director
September 22	Newspaper advertisement of Second Public Hearing and Budget Summary Statement	Finance Director
Not Later Than September 22	Submission of approved millage resolution and budget to Property Appraiser, Tax Collector and Florida Department of Revenue	Finance Director
September 25	Second and Final Public Hearing to adopt final millage rates and budget	City Commission City Manager Finance Director

UNDERSTANDING THE BUDGET

The budget document is split into two main parts: the Operating Budget, and the Capital Budget.

Operating Budget - The Operating Budget provides quick access to general financial information for the City. It contains estimates of the total resources expected to come into the City and the total appropriations to fund City services. Each fund and anticipated revenue and expenditure budgets are described within the Operating Budget, including explanations of any major increases and decreases of budgeted amounts. Funds have been established to provide accountability for the different types of financial resources. Each fund is a separate entity with its own resources, liabilities, and fund balance. Some funds are consolidated for budget adoption and presentation. Funds with similar objectives, activities and legal restrictions are, for reporting purposes, placed in one of two groups: Governmental Funds and Proprietary Funds.

Governmental Funds - Governmental Funds account for general governmental activities which are largely supported by taxes and fees. They are accounted for on a “modified accrual basis” or current financial resources basis. They recognize revenue as income only when it becomes “measurable and “available” to meet current liabilities and expenditures of the current period.

Governmental Funds include the following fund types:

General Fund accounts for all resources not reported in other funds. Most citywide activities are accounted for in this fund.

Special Revenue Funds account for resources received from special sources which are dedicated or restricted to specific uses.

Debt Service Funds account for the accumulation of resources for, and the payment of, interest, principal and other costs of debt.

Capital Projects Funds account for the accumulation and use of resources for the acquisition of major buildings and other capital facilities where a specific project is designated or required.

Proprietary Funds - Proprietary Funds account for those external and internal business-type activities that are provided on a basis consistent with private enterprise. They are accounted for on “accrual” basis of accounting, recognizing revenues when earned and expenditures as the liability is incurred.

Proprietary Funds include the following two fund types:

Enterprise Funds account for activities such as water and solid waste disposal services that are similar to those provided by private enterprise and whose costs are paid from user charges or from revenue sources other than general governmental revenue.

Internal Service Fund (“Insurance Fund”) accounts for all types of insurance utilized by the City, including the self-insurance programs for workers’ compensation, general and automotive liability, and property as well as employee group health and life insurance. These costs are allocated to departments.

MAJOR REVENUE SOURCES

GENERAL FUND

Taxes

Ad Valorem Taxes – A tax on property paid by owners of real and personal property within the city limits. The tax is based on an assessment by the Seminole County Property Appraiser of the market value of property and improvements. A tax rate of one mill produces \$1 of tax revenue on each \$1,000 of taxable property value. The 2017-18 budget is based on an operating millage of 7.325. Anticipated collection of Ad Valorem Taxes (Property Taxes) revenues for the General Fund in FY17-18 is \$19,429,387, which represents approximately 43% of total General Fund revenues.

Community Service Tax - The Communications Services Tax took effect October 1, 2001, and represents a combination of the former Cable Television and Telecommunication Franchise Fees as well as the Public Service Tax on telecommunications services. Revenue estimates are based on expected growth, and historical trends. Collections from Communications Service Taxes are estimated at \$1,970,000 for fiscal year 2017-18, representing approximately 4% of total General Fund Revenues.

Utility Taxes - A tax levied on the purchase of electricity, natural gas, propane, and water. This revenue is based on a contracted percentage applied to the taxable amounts charged by the seller of the service. The City collects utility taxes for electric, water, and gas. Revenue estimates are based on expected growth and historical trends. Collections from utility taxes are estimated at \$5,512,937 for fiscal year 2017-18; which represents \$4,498,274 for electricity, \$789,549 for water, \$114,371 for gas, and \$110,743 for propane. Utility Tax revenue represents approximately 12% of total General Fund Revenues.

Franchise Fees - Franchise Fees are negotiated percentages of sales to a company or utility for the use of municipal right-of-ways (poles, lines, pipes, etc.) and may include the value of the right for the utility to be the exclusive provider of its services within the City. The City has franchise agreements for electricity, solid waste, and propane gas. Revenue estimates are based on rate increase information provided by the respective companies, expected growth and historical trends. Collections from franchise fees are estimated at \$4,644,204 for fiscal year 2017-18; which represents approximately 10% of total General Fund revenues.

Other Taxes – Other taxes consists of Professional & Occupational Licenses, Permit Transfer Fees and Other Permits. Collections related to these other taxes are estimated at \$857,049 for fiscal year 17-18, which represents approximately 2% of total General Fund Revenues.

Intergovernmental

Intergovernmental Revenues - Intergovernmental revenue consists of revenues that are received from other government agencies. The majority of these revenues consist of State Sales Tax, State Shared Revenue, Occupational and Mobile Home Licenses. Other revenues in this category consist of Federal, State and Local grants. Revenue estimates are based on expected growth and historical trends. Collections from Intergovernmental Revenues are estimated at \$6,319,097 for fiscal year 2017-18; this represents \$2,107,417 for State Revenue Sharing, \$11,826 for Mobile Home Licenses Tax, \$55,356 for Alcoholic Beverage License Tax, \$4,020,909 for Half-Cent Sales Tax, \$35,000 for Occupational Licenses, \$26,941 for Firefighters Supplemental Compensation Fund \$23,720 for Other Transportation. Intergovernmental Revenues represent approximately 14% of total General Fund Revenues.

Charges for Services

Charges for Services - Charges for Services represents fees charged as a result of direct benefit or in lieu of other charges. Charges for service revenue represents all fees collected by General Fund departments for services provided to residents and non-resident users. These charges include fees for building and planning services; public safety fees; fees for parks and recreation services such as pool fees, team sports activities, and admission charges; special events rentals, facilities usage fees (Civic Center, Stadium, Splash Pad, etc.). Other charges for services include miscellaneous protective inspection fees, EMS transport fees, and other miscellaneous fees. For fiscal year 2017-18, charges for service fees are estimated at \$2,966,573, which represents approximately 7% of General Fund revenues.

Administrative Reimbursement

Other Revenues – Other revenues include various reimbursements to the General Fund from the City’s Building Fund and Enterprise Funds (Solid Waste, Stormwater and Water and Wastewater). This includes an administrative charge representing an annual allocation distributing the estimated costs for General Fund administrative support departments such as Information Technology, Engineering, Human Resources, Finance, Administration, Fleet, and Utilities. The Administrative Reimbursements (Other Revenues) are budgeted at \$2,226,362 for fiscal 17-18, which represents approximately 5% of General Fund revenues.

Miscellaneous Revenues

Fines & Forfeitures - Includes revenues received from court fines and public safety ordinances. For fiscal year 2017-18, Fines and Forfeitures are estimated at \$151,072, which represents less than 1% of General Fund revenues.

Rents and Royalties – Marina Motel Lease Rent, Marina Docks Lease Rent, Trailhead Lease, One Harbor LP Lease Rent and other leases. For fiscal year 2017-18, Rents and Royalties are estimated at \$62,337, which represents approximately less than 1% of General Fund revenues.

Miscellaneous Revenues – Includes revenues received from Disposition of Property, Contributions and Donations, and Interests. For fiscal year 2017-18, Miscellaneous Revenues are estimated at \$399,703, which represents approximately 1% of General Fund revenues.

ENTERPRISE FUNDS

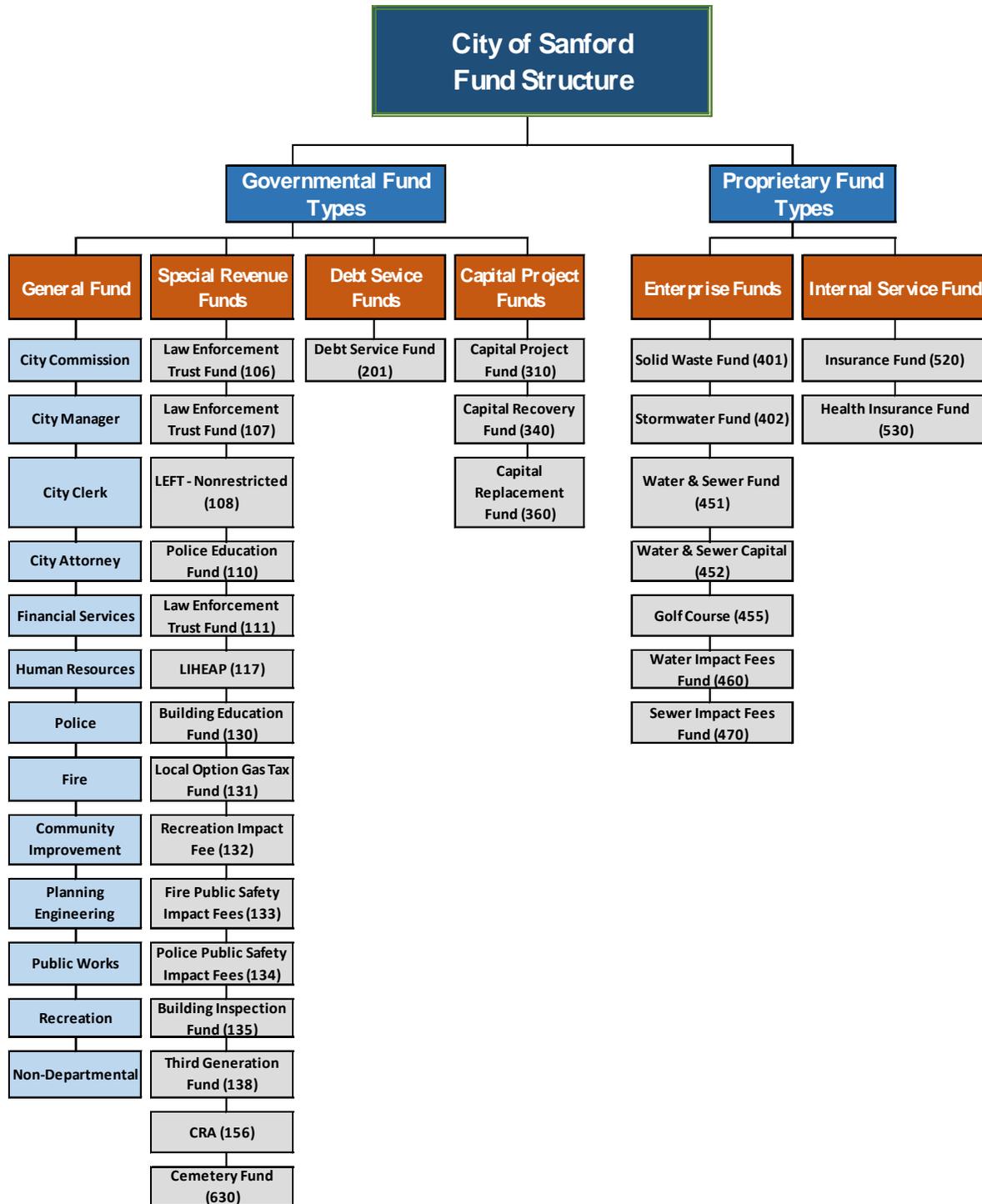
Water & Wastewater Charges - Charges paid by residents and businesses for the use of water and sewer services. Water and sewer charges are billed monthly and include a monthly minimum charge to cover administrative costs and specified monthly minimum gallons. These revenue are accounted for in the Utility Fund. For fiscal year 2017-18, Water and Wastewater Revenues are estimated at \$26,381,526, which represents approximately 69% of Enterprise Funds revenues.

Water and Wastewater Impact Fees – Impact Fees are collected for commercial and residential developments. For fiscal year 2017-18, Water Impact Fees Revenues are estimated at \$256,000, and Wastewater Impact Fees Revenues are estimated at \$490,000. Both represents approximately 2% of the total Enterprise Funds revenues.

Stormwater Fees - Stormwater activities are derived from fees through Stormwater Utility fees. As stipulated in Resolution No. 2462 the Stormwater fee will increase in October 1, 2017 from \$8.86 to \$9.27 per month. For fiscal year 2017-18, Stormwater Fees are estimated at \$5,100,000, which represents approximately 13% of Enterprise funds revenues.

Solid Waste Fees - The operating revenue of the Solid Waste Fund are derived from services provided for the commercial and residential collection of garbage and yard waste; and a residential, multi-family and commercial recycling operation through a franchise agreement. For fiscal year 2017-18, Solid Waste Fees are estimated at \$6,062,758, which represents approximately 16% of Enterprise funds revenues.

Financial Structure



FINANCIAL STRUCTURE

The City of Sanford budget conforms to Generally Accepted Accounting Principles as applicable to local governments. The accounts of the City are organized and operated on the basis of funds. A fund is an independent fiscal and accounting entity with a self-balancing set of accounts which comprise its assets, liabilities, fund balances, revenues and expenditures. The City prepares its budget on a fund accounting basis, which segregates funds according to their intended purpose and it is used to aid management in demonstrating compliance with financial related legal and contractual provisions. The City maintains the minimum number of funds consistent with legal and managerial requirements. The City reports the following funds in its annual budget.

General Fund

This is the general operating fund of the City. General tax revenues and other receipts that are not allocated by law or contractual agreement to some other fund are accounted for in this fund. General operating expenditures, fixed charges, and capital improvement costs not paid through other funds are paid from this fund.

Special Revenue Funds – are used to account for and report revenues from specific taxes or other earmarked revenue sources which, by law, are designated to finance particular functions or activities of government. The City has the following Special Revenue Funds:

Building Inspection Fund – To account for the activities related to administering and enforcing building regulations in the City.

Local Option Gas Tax Fund – To account for the City’s allocation of the 6-cent local option gas tax collected in Seminole County and the expenditures used for the additions to or maintenance of the City’s transportation system.

Local Option Sales Tax Fund – To account for the City’s share of distributions related to the local government infrastructure surtax. Monies are used to fund transportation projects.

Law Enforcement Trust Fund – To account for proceeds obtained through forfeiture of confiscated and unclaimed property through court judgment. The proceeds are to be used solely for law enforcement purposes, with emphasis given to community policing activities, training & law enforcement operations.

Police Education Fund – To account for the portion of fines on certain violations, per statute, to fund continuing education for police officers.

Cemetery Fund – To account for certain funds set aside to be used for capital improvements and perpetual care of a local cemetery.

Insurance Premium Tax Trust Fund – To account for intergovernmental revenue from the State that is transferred to the Police and Fire Pension funds.

LIHEAP Fund – To account for grants received by the City as a sub grantee; grant proceeds are utilized to provide home energy assistance to qualifying Seminole County residents.

Recreation Facilities Impact Fees Fund, Fire Public Safety Facilities Impact Fees Fund, and Police Public Safety Facilities Impact Fees Funds – To account for impact fees collected by the City to be used solely for the expansion or acquisition of capital facilities or equipment made necessary by the new construction from which the fees were collected or for principal payments (including sinking fund payments) on bonds to expand or acquire such facilities or equipment.

Debt Service Fund

The Debt Service Fund is used to account for the accumulation of resources and for payment of principal, interest and related costs on Special Facilities Revenue Bonds and capital leases.

Capital Projects Funds

The Capital Projects Funds are used to account for and report financial resources earmarked for the replacement of capital equipment, acquisition or construction of major capital facilities, and other project-oriented activities (other than those financed by proprietary funds):

Capital Project Fund – To account for funds set aside for capital projects.

Capital Recovery Fee Fund – To account for funds collected as a surcharge on recreation fees for the maintenance and improvement of recreation facilities.

Capital Replacement Fund – To account for funds set aside for replacement of equipment and vehicles.

CITYWIDE BUDGET

- ❖ CITYWIDE BUDGET
- ❖ CHANGES IN FUND BALANCE ANALYSIS
- ❖ BUDGET SUMMARIES
- ❖ FTE'S CITYWIDE



2018 Citywide Budget

	<i>General Fund</i>	<i>Special Revenue</i>	<i>Debt Service</i>	<i>Capital Projects</i>
<i>Use of Fund Balance</i>	\$ 233,605	\$ 61,513	\$ -	\$ -
<i>Estimated Revenues</i>				
<i>Taxes</i>				
Property (Ad Valorem)	\$ 19,429,387	\$ -	\$ -	\$ -
Utility and Other Taxes	12,127,141	4,584,765	-	-
Business Tax	656,936	-	-	-
Other General Tax	23,543	-	-	-
Permits and Special Assessments	176,570	1,377,720	-	-
Intergovernmental	6,319,097	967,319	-	-
Charges for Services	2,966,573	67,800	-	-
Fines and Forfeitures	151,072	13,000	-	-
Other Revenues	2,688,402	79,470	-	503,643
<i>Total Revenues</i>	44,538,721	7,090,074	-	503,643
Transfers In	-	-	1,699,532	1,083,765
Debt Proceeds	-	-	-	-
<i>Total Revenues and Other Sources</i>	44,538,721	7,090,074	1,699,532	1,587,408
Total Revenues, Transfers, and Balances	\$ 44,772,326	\$ 7,151,587	\$ 1,699,532	\$ 1,587,408
<i>Expenditures</i>				
General Government	\$ 6,535,788	\$ 1,154,968	\$ -	\$ 647,106
Public Safety	25,507,084	194,800	1,699,532	601,803
Physical Environment	2,035,357	115,203	-	65,987
Transportation	1,139,849	4,219,965	-	184,000
Economic Environment	1,351,223	-	-	-
Human Services	108,337	914,319	-	-
Culture and Recreation	5,135,391	30,325	-	81,080
<i>Total Expenditures/Expenses</i>	41,813,029	6,629,580	1,699,532	1,579,976
Transfers Out	2,599,297	-	-	-
Other Uses	360,000	-	-	-
<i>Total Expenditures and Other Uses</i>	44,772,326	6,629,580	1,699,532	1,579,976
<i>Addition to Reserve (Fund Balance)</i>	-	522,007	-	7,432
Total Appropriations and Reserves	\$ 44,772,326	\$ 7,151,587	\$ 1,699,532	\$ 1,587,408

The tentative, adopted, and/or final budgets are on file in the office of the above mentioned taxing authority as a public record

2018 Citywide Budget

	<i>Enterprise Fund</i>	<i>CRA Component</i>	<i>Internal Service</i>	<i>Total</i>
<i>Use of Fund Balance</i>	\$ 11,844,719	\$ 325,475	\$ 249,827	\$ 12,715,139
<i>Estimated Revenues</i>				
<i>Taxes</i>				
Property (Ad Valorem)	\$ -	\$ 757,745	\$ -	\$ 20,187,132
Utility and Other Taxes	-	-	-	16,711,906
Business Tax	-	-	-	656,936
Other General Tax	-	-	-	23,543
Permits and Special Assessments	746,000	-	-	2,300,290
Intergovernmental	13,000	504,344	-	7,803,760
Charges for Services	37,544,283	-	8,305,239	48,883,895
Fines and Forfeitures	-	-	-	164,072
Other Revenues	690,360	18,000	281,928	4,261,803
<i>Total Revenues</i>	38,993,643	1,280,089	8,587,167	100,993,337
Transfers In	-	-	-	2,783,297
Debt Proceeds	-	-	-	-
<i>Total Revenues and Other Sources</i>	38,993,643	1,280,089	8,587,167	103,776,634
Total Revenues, Transfers, and Balances	\$ 50,838,362	\$ 1,605,564	\$ 8,836,994	\$ 116,491,773
<i>Expenditures</i>				
General Government	\$ -	\$ -	\$ -	\$ 8,337,862
Public Safety	-	-	-	28,003,219
Physical Environment	44,919,386	-	-	47,135,933
Transportation	-	-	-	5,543,814
Economic Environment	-	880,037	-	2,231,260
Human Services	-	-	-	1,022,656
Culture and Recreation	-	-	-	5,246,796
<i>Total Expenditures/Expenses</i>	44,919,386	880,037	-	97,521,540
Transfers Out	184,000	725,527	-	3,508,824
Other Uses	-	-	8,836,994	9,196,994
<i>Total Expenditures and Other Uses</i>	45,103,386	1,605,564	8,836,994	110,227,358
<i>Addition to Reserve (Fund Balance)</i>	5,734,976	-	-	6,264,415
Total Appropriations and Reserves	\$ 50,838,362	\$ 1,605,564	\$ 8,836,994	\$ 116,491,773

The tentative, adopted, and/or final budgets are on file in the office of the above mentioned taxing authority as a public record.

Changes in Fund Balance Analysis

	Actual Balance as of 9/30/2016	Estimated Revenues 2016-17	Estimated Expenditures 2016-17	Net Change	Estimated Balance 9/30/2017	Budgeted Revenues 2017-18	Budgeted Expenditures 2017-18	Net Change	Estimated Balance 9/30/2018	
General Fund	20,334,955	41,968,699	(41,968,699)	0	20,334,955	44,538,721	(44,752,326)	(213,605)	20,121,350	-1%
2nd Dollar Fund	29,525	16,002	(7,000)	9,002	38,527	13,300	(13,300)	0	38,527	0%
Law Enforcement Trust Fund	89,102	45,565	(103,890)	(58,325)	30,777	54,500	(60,500)	(6,000)	24,777	-19%
LIHEAP	(62,975)	873,500	(873,500)	0	(62,975)	914,319	(914,319)	0	(62,975)	0%
Local Option Gas Tax Fund	1,063,849	1,199,281	(1,068,000)	131,281	1,195,130	1,219,965	(1,219,965)	0	1,195,130	0%
Impact Fees Fund	1,316,171	119,736	(79,475)	40,261	1,356,432	251,800	(156,825)	94,975	1,451,407	7%
Building Fund	1,806,249	949,272	(990,063)	(40,791)	1,765,458	1,162,590	(1,154,968)	7,622	1,773,080	0%
CRA Fund	978,046	1,238,189	(1,547,013)	(308,824)	669,222	1,280,089	(1,605,564)	(325,475)	343,747	-49%
3rd Generation Fund	5,196,241	3,278,737	(3,900,000)	(621,263)	4,574,978	3,405,800	(3,405,800)	0	4,574,978	0%
Cemetery Fund	263,822	66,343	(125,187)	(58,844)	204,978	67,800	(115,203)	(47,403)	157,575	-23%
Solid Waste Fund	110,285	5,930,858	(5,909,759)	21,099	131,384	6,062,758	(6,145,477)	(82,719)	48,665	-63%
Stormwater Fund	26,795,505	5,197,810	(5,511,186)	(313,376)	26,482,129	5,224,000	(3,752,335)	1,471,665	27,953,794	6%
Water and Wastewater Fund	139,526,137	36,317,917	(40,739,435)	(4,421,518)	135,104,619	32,886,885	(31,559,573)	1,327,312	136,431,931	1%

Fund balance is the excess of assets over liabilities. Fund Balance does not necessarily mean funds available for expenditure. Fund Balance can be restricted, committed, or assigned. Only the unassigned balance over the minimum fund balance policy, which for City of Sanford is 17% is available for allocation for future year budgets. A negative fund balance is often referred to as a deficit.

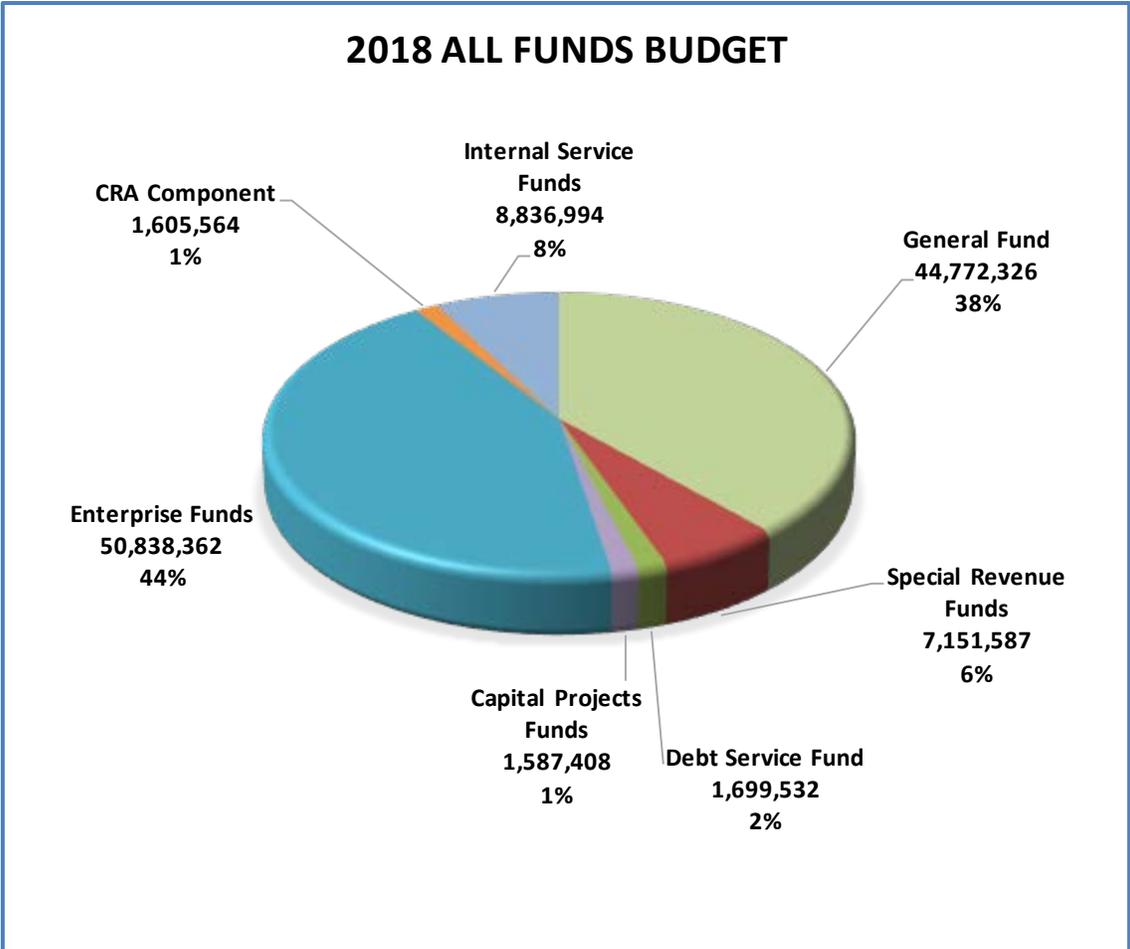
Law Enforcement Trust Fund: The City is using these funds to pay for police needs and we continue to try and use all the funds available.

CRA Fund: The CRA has set aside funds to pay for the road improvements in the district and they are planned to be used in 2018.

Cemetery Fund: This fund is depleting and the current revenue does not cover ongoing expenditures and once it is depleted, the General Fund will pick up the costs.

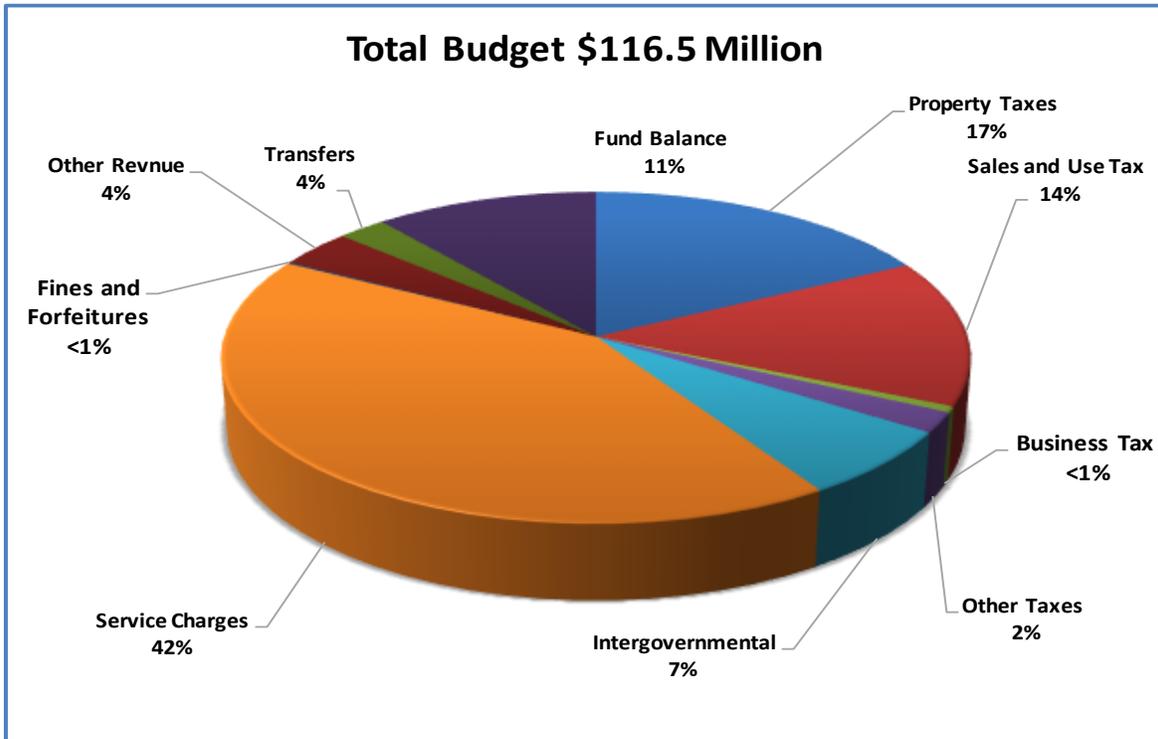
Solid Waste Fund: This fund is paying for much needed alleyway improvements for garbage truck movement from reserves.

FY 2018 Budget \$116,491,773

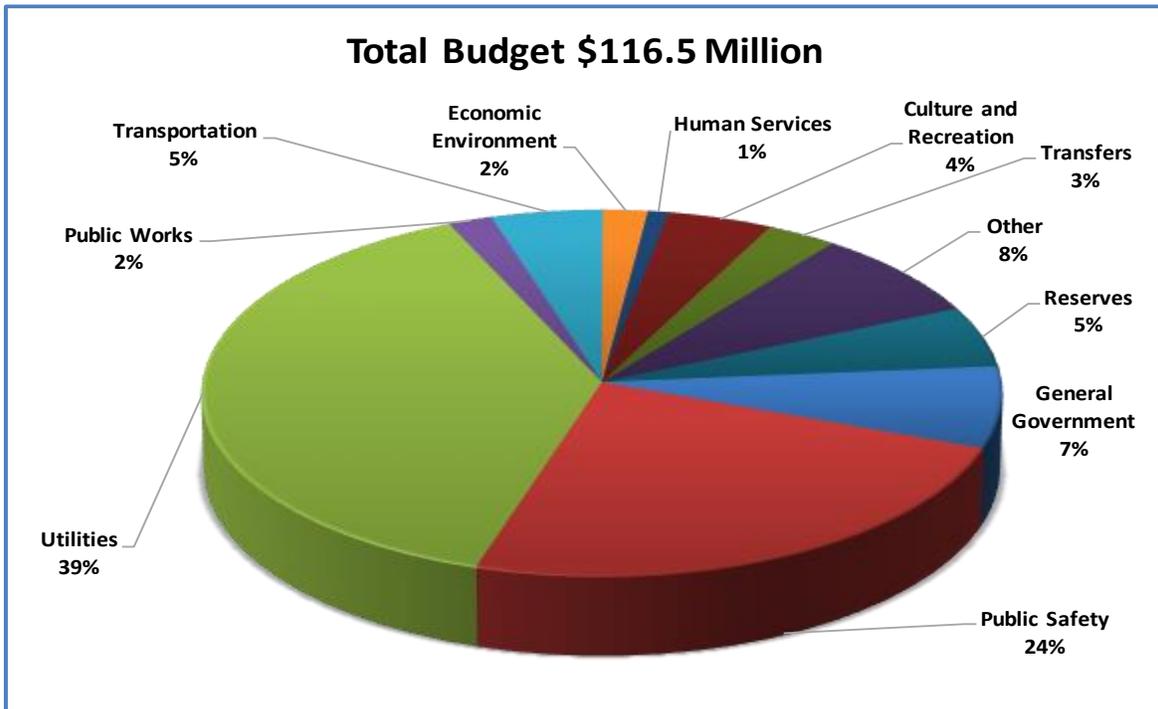


Citywide Budget Summaries

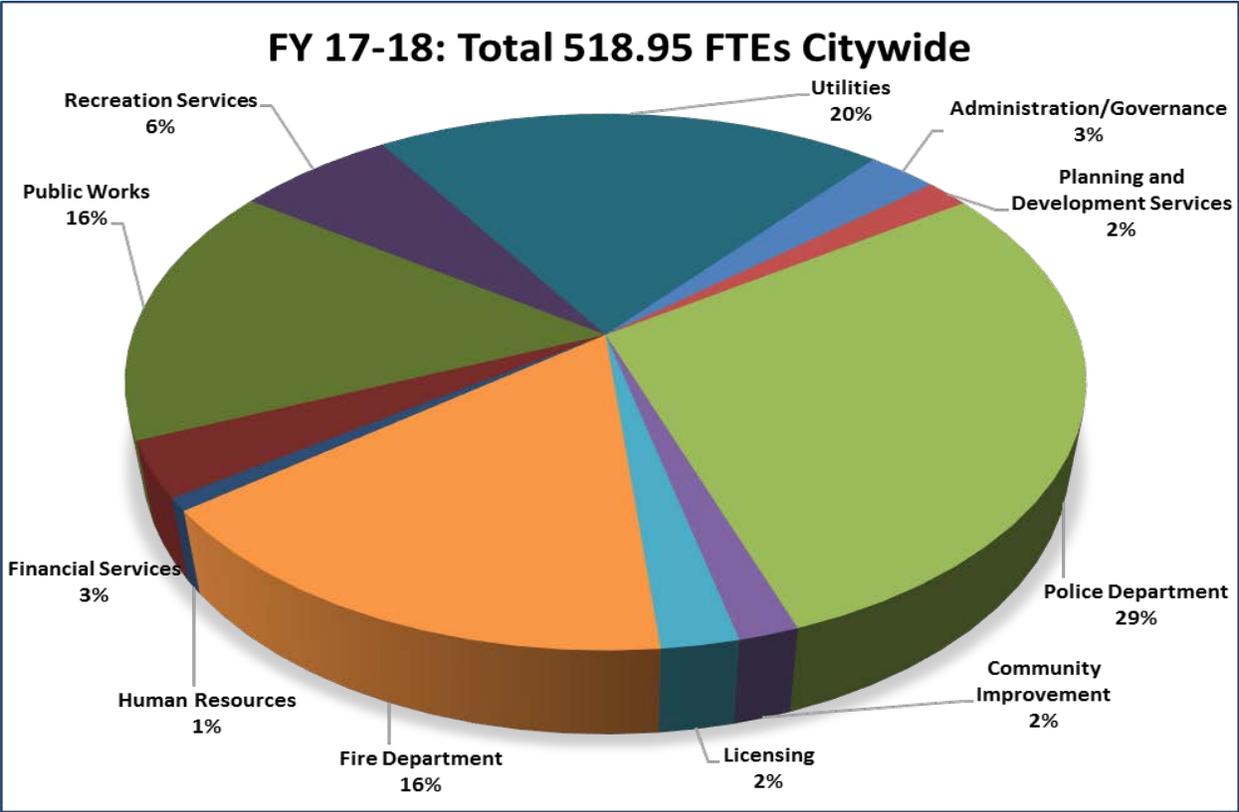
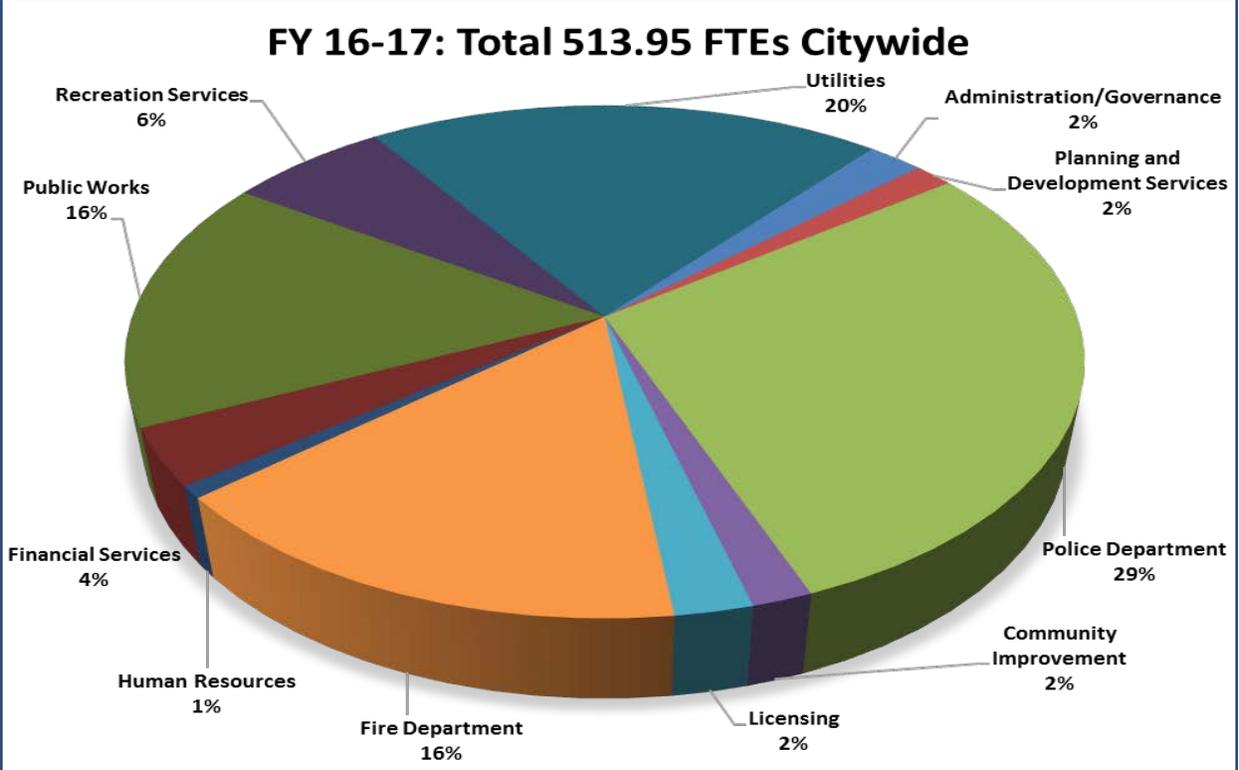
Revenues



Expenditures



Authorized Positions by Service Area





GENERAL FUND BUDGET

❖ GENERAL FUND BUDGET SUMMARIES

❖ GENERAL FUND FUNDING SOURCES

❖ GENERAL FUND EXPENDITURES

❖ GENERAL FUND FIVE YEAR FORECAST



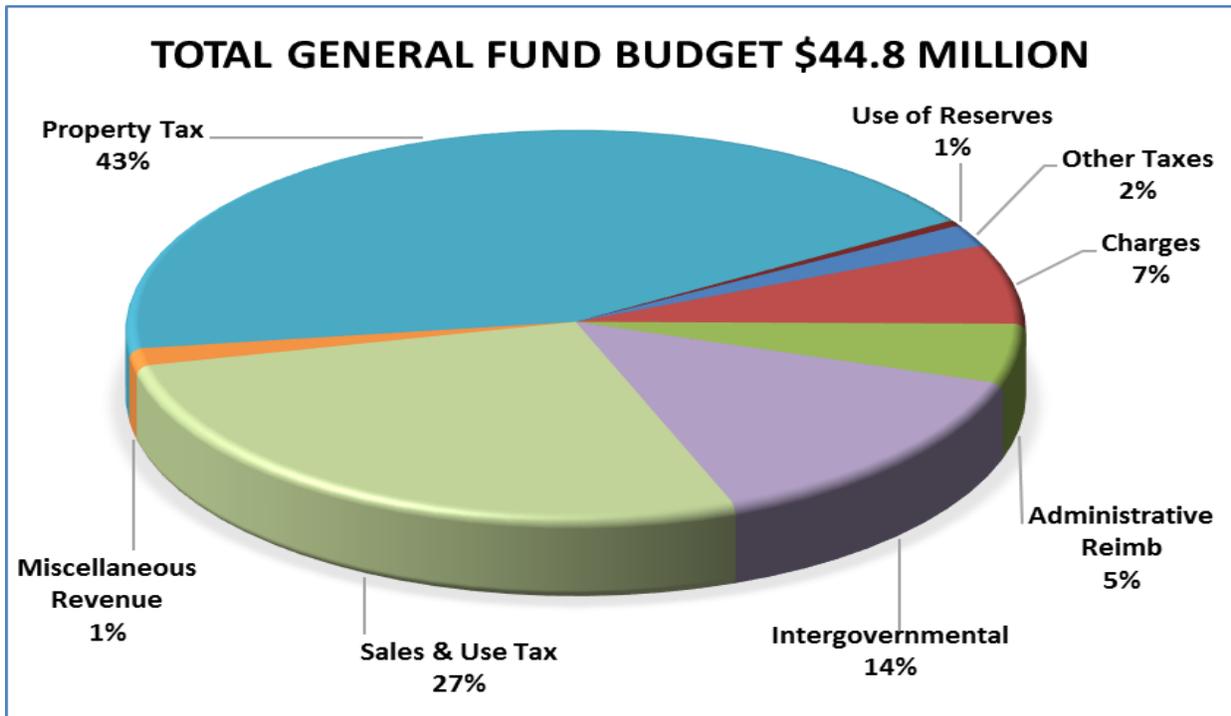


General Fund Budget Summary

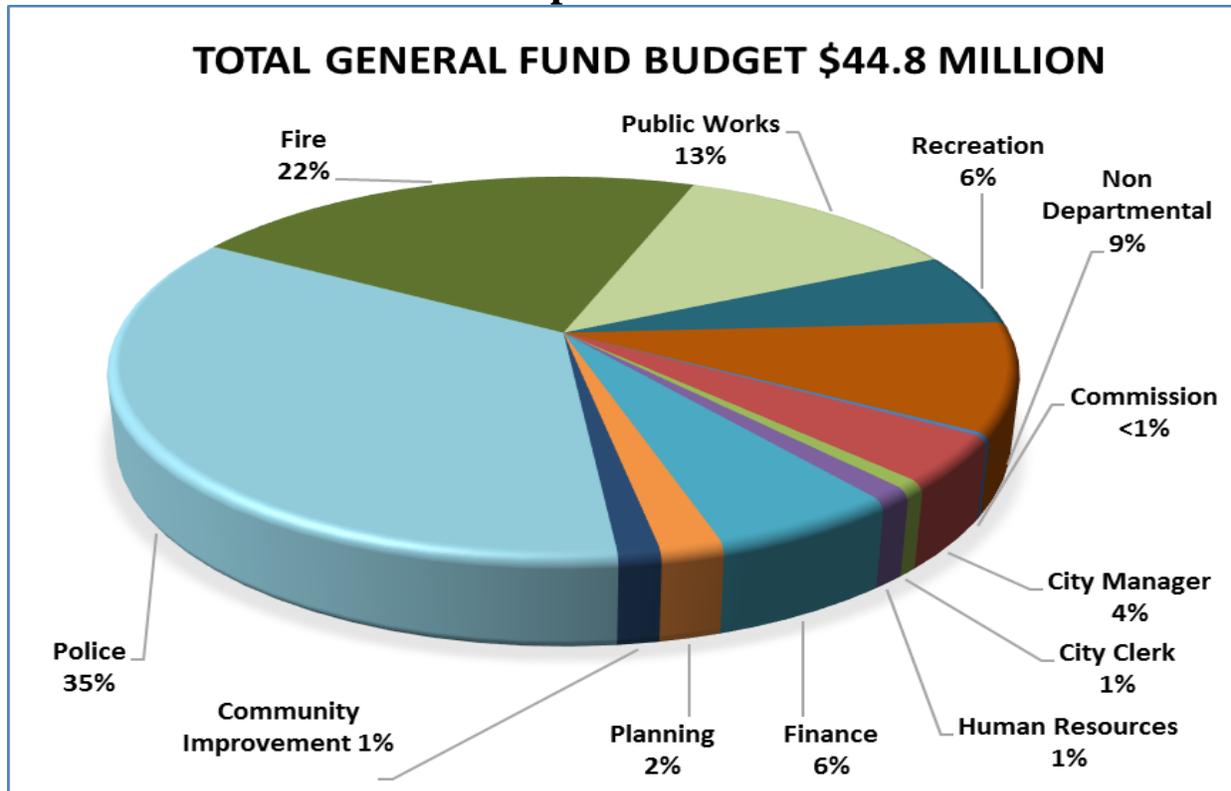
<i>General Government Fund</i>	<i>2014 Actual</i>	<i>2015 Actual</i>	<i>2016 Actual</i>	<i>2017 Budget</i>	<i>2018 Final Budget</i>
Revenues					
Taxes	27,667,147	28,567,206	30,968,064	31,245,621	32,413,577
Intergovernmental	5,490,731	6,045,112	6,170,714	6,174,675	6,319,097
Charges for Services	2,356,367	2,385,853	2,802,020	2,126,521	2,966,573
Fines and Forfeitures	165,992	212,296	160,872	205,619	151,072
Interest	98,237	114,512	292,822	118,818	288,945
Rents and Royalties	60,788	63,728	57,456	63,185	62,337
Disposition of Property	5,587	41,355	113,981	32,603	44,134
Contributions and Donations	18,697	13,526	9,300	12,739	6,600
Other	1,957,515	2,282,341	1,838,719	1,988,918	2,286,386
Transfers	161,163	171,732	82,158	-	-
Use of Fund Balance	-	-	-	-	233,605
Total Revenues	\$ 37,982,224	\$ 39,897,661	\$ 42,496,106	\$ 41,968,699	\$ 44,772,326
Expenditures					
Commission	111,194	158,274	213,095	116,275	117,915
City Manager	1,509,351	1,887,473	1,627,019	1,873,770	1,809,447
City Clerk	282,232	251,292	276,995	292,353	313,997
Human Resources	392,747	385,838	442,157	477,528	492,325
Finance	1,637,705	1,832,450	1,938,380	2,026,848	2,563,512
Planning	660,241	704,458	732,859	872,216	859,298
Community Improvement	460,132	444,601	463,762	529,879	578,707
Police	13,331,232	13,305,208	13,322,950	13,806,178	15,734,704
Fire	8,064,502	8,122,851	8,204,299	8,828,116	9,869,509
Public Works	4,630,355	4,610,994	4,648,519	5,086,510	5,517,033
Recreation	2,186,278	2,256,029	2,343,103	2,515,336	2,767,901
Non Departmental	7,262,157	5,330,037	5,364,686	5,543,690	4,147,978
Total Expenditures	\$ 40,528,126	\$ 39,289,505	\$ 39,577,824	\$ 41,968,699	\$ 44,772,326
Surplus/(Deficit)	\$ (2,545,902)	\$ 608,156	\$ 2,918,282	\$ -	\$ -
Total Appropriation and Reserves	\$ 37,982,224	\$ 39,897,661	\$ 42,496,106	\$ 41,968,699	\$ 44,772,326

General Fund Budget Summaries

Revenues



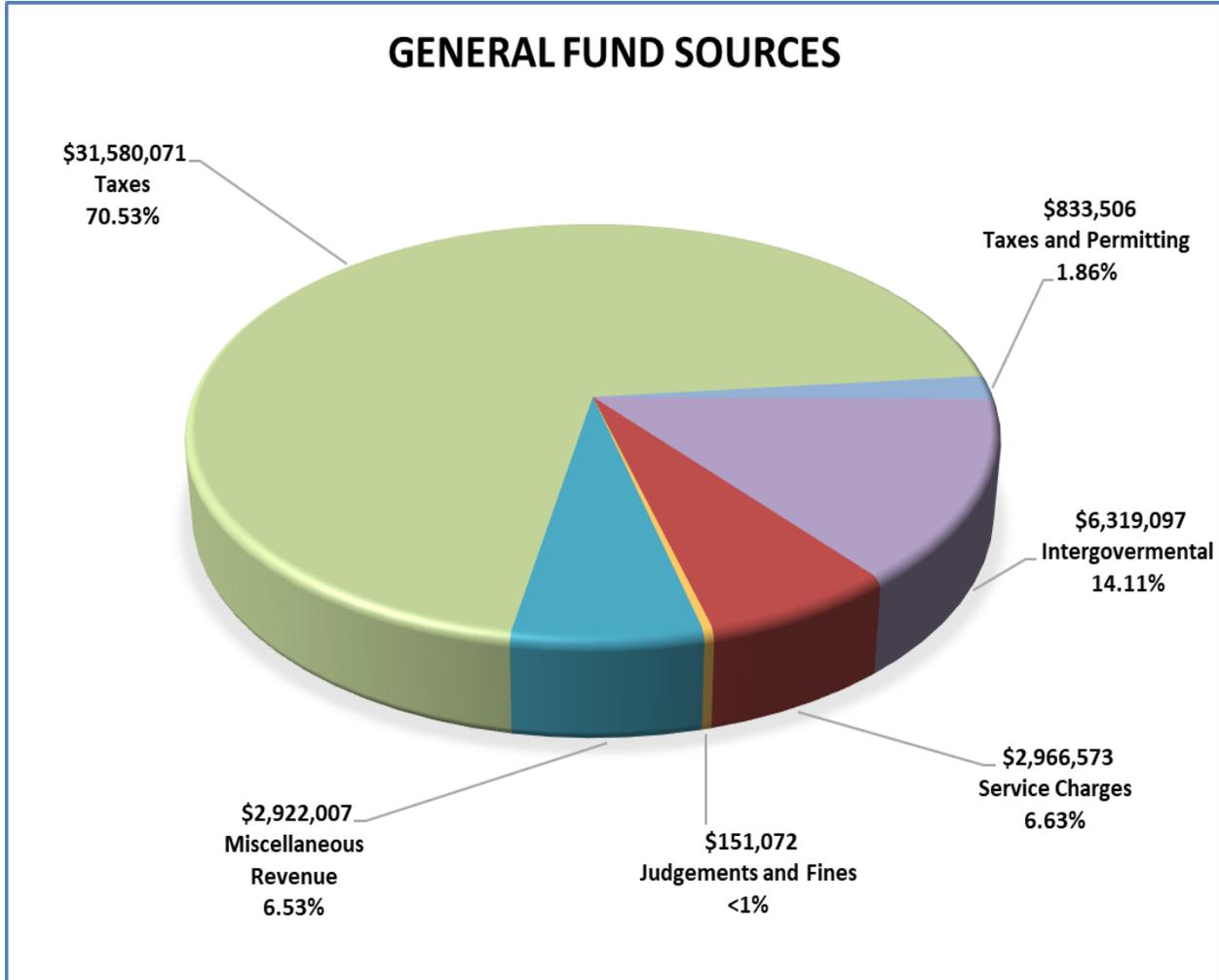
Expenditures



General Fund Sources

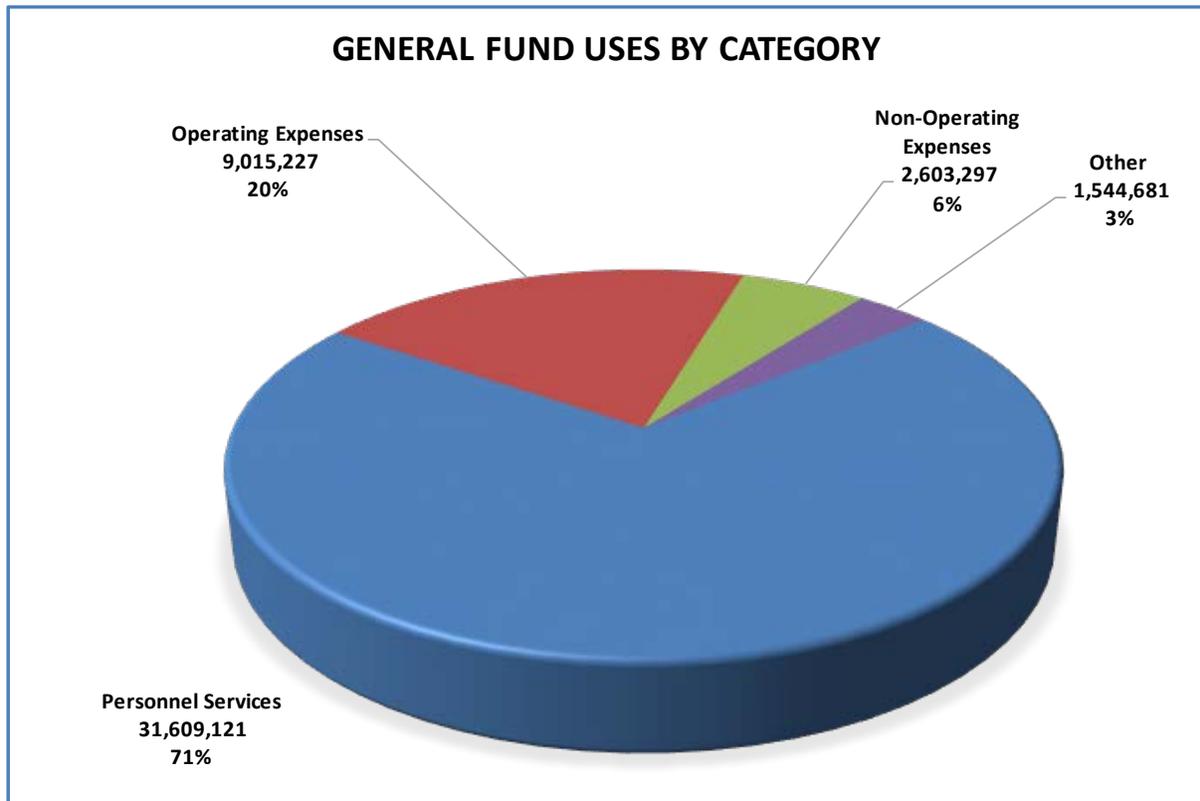
Sources	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2018 Final Budget
Property Taxes	\$ 14,709,466	\$ 15,473,136	\$ 17,946,522	\$ 18,482,970	\$ 19,429,387
Franchise Fees	4,588,044	4,694,634	4,644,204	4,527,661	4,644,204
Utility Service Tax	5,130,131	5,283,745	5,454,048	5,313,706	5,512,937
Communication Service Tax	2,333,544	2,236,472	2,074,317	2,021,079	1,970,000
Other General Tax	55,794	67,037	23,543	62,064	23,543
Total Taxes	\$ 26,816,979	\$ 27,755,024	\$ 30,142,634	\$ 30,407,480	\$ 31,580,071
Business Tax Receipts	\$ 763,955	\$ 640,224	\$ 647,645	\$ 684,514	\$ 656,936
Building Permitting	86,213	171,958	177,785	153,627	176,570
Total Taxes and Permits	\$ 850,168	\$ 812,182	\$ 825,430	\$ 838,141	\$ 833,506
Federal Grants	\$ 244,492	\$ 487,405	\$ 354,611	\$ 23,086	\$ 25,616
State Shared Revenue	5,205,174	5,521,192	5,772,367	6,115,074	6,258,481
County Shared Revenues	41,065	36,515	43,736	36,515	35,000
Total Intergovernmental	\$ 5,490,731	\$ 6,045,112	\$ 6,170,714	\$ 6,174,675	\$ 6,319,097
Payment in Lieu of Taxes	\$ 2,639	\$ 3,113	\$ 3,409	\$ 3,342	\$ 3,702
General Government	224,825	276,529	338,303	248,022	337,368
Public Safety	1,652,000	1,718,512	2,064,304	1,495,657	2,214,211
Physical Environment	16,187	13,197	60,849	9,589	61,752
Transportation	83,215	-	-	-	-
Culture and Recreation	377,501	374,502	335,155	369,911	349,540
Total Service Charges	\$ 2,356,367	\$ 2,385,853	\$ 2,802,020	\$ 2,126,521	\$ 2,966,573
Fines and Forfeitures	\$ 134,181	\$ 150,353	\$ 107,761	\$ 150,352	\$ 107,761
Violations of Local Ordinances	31,811	61,943	53,111	55,267	43,311
Total Judgments and Fines	\$ 165,992	\$ 212,296	\$ 160,872	\$ 205,619	\$ 151,072
Interest	\$ 98,237	\$ 114,512	\$ 292,822	\$ 118,818	\$ 288,945
Rents and Royalties	60,788	63,728	57,456	63,185	62,337
Disposition of Property	5,587	41,355	113,981	32,603	44,134
Contributions and Donations	18,697	13,526	9,300	12,739	6,600
Other Miscellaneous Revenues	1,957,515	2,282,341	1,838,719	1,988,918	2,286,386
Interfund Transfers	161,163	171,732	82,158	-	-
Use of Reserves (Fund Balances)	-	-	-	-	233,605
Total Other Revenues	\$ 2,301,987	\$ 2,687,194	\$ 2,394,436	\$ 2,216,263	\$ 2,922,007
Total Sources	\$ 37,982,224	\$ 39,897,661	\$ 42,496,106	\$ 41,968,699	\$ 44,772,326

General Fund Sources



General Fund Uses

Uses	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Salary	\$ 18,735,124	\$ 19,060,729	\$ 19,180,347	\$ 19,792,893	\$ 21,530,458
Benefits	7,646,264	7,431,155	7,458,040	8,253,075	10,078,663
Operating	5,160,294	5,839,384	5,868,620	6,739,349	7,202,746
Supplies	1,715,042	1,536,497	1,573,509	1,637,192	1,812,481
Capital	9,245	47,922	-	-	-
Transfers	6,321,447	4,291,545	4,353,811	3,147,455	2,599,297
Insurance	276,699	282,934	295,085	346,715	346,715
CRA Payment	531,808	530,898	596,273	636,126	690,166
Grants-in-Aid	3,860	46,758	107,617	4,000	4,000
Retiree Obligations	-	5,000	-	5,000	5,000
Other	128,343	216,683	115,552	1,406,894	502,800
<i>Total Revenue Over/(Under) Expenditures</i>	(2,545,902)	608,156	2,947,252	-	-
Total Uses	\$ 37,982,224	\$ 39,897,661	\$ 42,496,106	\$ 41,968,699	\$ 44,772,326



General Fund Five Year Forecast

FY2018 - FY2022

	<i>2015 Actual</i>	<i>2016 Actual</i>	<i>2017 Budget</i>	<i>2018 Budget</i>	<i>2019 Projected</i>	<i>2020 Projected</i>	<i>2021 Projected</i>	<i>2022 Projected</i>
Taxes	\$28,567,206	\$30,968,064	\$31,245,621	\$32,413,577	\$33,383,079	\$33,764,188	\$34,645,528	\$35,548,244
Intergovernmental	6,045,112	6,170,714	6,174,675	6,319,097	6,443,386	6,544,837	6,645,985	6,755,326
Charges for Services	2,385,853	2,802,020	2,126,521	2,966,573	2,567,774	2,595,145	2,756,801	2,712,756
Fines and Forfeitures	212,296	160,872	205,619	151,072	183,783	177,898	179,695	175,218
Interest	114,512	292,822	118,818	288,945	247,015	261,535	252,591	266,272
Rents and Royalties	63,728	57,456	63,185	62,337	61,549	61,306	62,526	62,016
Disposition of Property	41,355	113,981	32,603	44,134	44,575	45,021	45,471	45,926
Contributions and Donations	13,526	9,300	12,739	6,600	9,866	8,875	9,230	8,830
Other	2,282,341	1,838,719	1,988,918	2,286,386	2,364,038	2,383,707	2,311,894	2,418,371
Transfers	171,732	82,158	-	-	-	-	-	-
Total Revenues	\$ 39,897,661	\$ 42,496,106	\$ 41,968,699	\$ 44,538,721	\$ 45,305,065	\$ 45,842,512	\$ 46,909,721	\$ 47,992,959
Personnel Services	\$26,491,884	\$26,638,387	\$28,045,968	\$31,609,121	\$32,671,524	\$33,916,018	\$35,091,292	\$36,380,097
Operating	7,375,881	7,442,129	8,376,541	9,015,227	9,177,804	9,361,360	9,548,587	9,739,560
Capital Outlay	47,922	-	-	-	-	-	-	-
Non-Operating Expenses	5,373,818	5,497,308	5,546,190	4,147,978	3,335,182	3,345,250	3,355,519	3,365,993
Total Expenditures	\$ 39,289,505	\$ 39,577,824	\$ 41,968,699	\$ 44,772,326	\$ 45,184,510	\$ 46,622,628	\$ 47,995,398	\$ 49,485,650
Surplus/(Deficit)	\$ 608,156	\$ 2,918,282	\$ -	\$ (233,605)	\$ 120,555	\$ (780,116)	\$ (1,085,677)	\$ (1,492,691)
Surplus/(Deficit) as % of	1.5%	7.4%	0.0%	-0.5%	0.3%	-1.7%	-2.3%	-3.0%

DEPARTMENTS

❖ ADMINISTRATION AND GOVERNANCE

❖ HUMAN RESOURCES

❖ FINANCIAL SERVICES

❖ NON-DEPARTMENTAL

❖ PLANNING & DEVELOPMENT

❖ COMMUNITY IMPROVEMENT

❖ POLICE DEPARTMENT

❖ FIRE SERVICES

❖ PUBLIC WORKS

❖ RECREATION

❖ WATER AND WASTEWATER



SANFORD
FLORIDA
—1877—



Administration and Governance includes the City Commission, City Manager’s Department, City Attorney and City Clerk functions. The City Commission is responsible for making policy, passing ordinances and adopting the annual budget and tax rates. The Commission works directly with the City Manager, who is responsible for supervising government operations and implementing the policies adopted by the Commission. The City Clerk is the official keeper of the City’s records, and documenting the decisions of the Commission for publication and compliance with Florida’s stringent public records laws.

Summary

Expenditures	2015 Actual	2016 Actual	2016 Budget	2017 Final Budget
Salaries	\$ 877,736	\$ 848,421	\$ 882,845	\$ 942,933
Benefits	250,982	260,595	280,378	348,939
Operating	1,130,482	844,721	1,069,751	901,342
Supplies	37,839	59,720	46,924	48,145
Other	30,000	103,652	2,500	-
Total	2,327,039	2,117,109	2,282,398	2,241,359

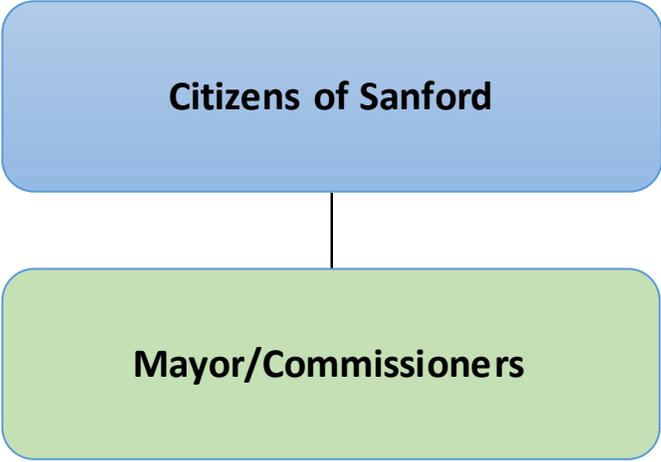
Funding Source				
General Fund	2,327,039	2,117,109	2,282,398	2,241,359
Total	\$ 2,327,039	\$ 2,117,109	\$ 2,282,398	\$ 2,241,359

Administration and Governance as a percentage of General Fund

5.0%



CITY COMMISSION





Role of City Commission

The legislative branch of the City is composed of a five-member elected Commission, including a citywide elected Mayor. The City Commission is governed by the City Charter and by State and Local laws and regulations. The City Commission is responsible for the establishment and adoption of policy. The execution of such policy is delegated by the Commission to their appointed City Manager.

The City Manager, City Clerk, and City Attorney serve at the pleasure of the City Commission. As the elected representatives for the citizens of Sanford, the City Commission is dedicated to a high level of communication with citizens. Individually and collectively, Commission members interact continually with citizens, community groups, business owners, as well as working together with other governmental agencies and jurisdictions. These relationships inform the policy-making decisions that the Commission undertakes in their bimonthly Workshops and Regular public meetings, which are held “in the Sunshine”. These meetings provide opportunities for citizen input and published minutes are available on the City’s web site.

Summary

Expenditures	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Salaries	\$ 79,660	\$ 82,671	\$ 79,800	\$ 79,800
Benefits	17,326	16,512	17,564	21,096
Operating	17,507	9,810	12,996	13,604
Supplies	-	450	3,415	3,415
Grants	43,781	103,652	2,500	-
Total	\$ 158,274	\$ 213,095	\$ 116,275	\$ 117,915

Funding Source	2015 Actual	2016 Actual	2017 Budget	2018 Budget
General Fund	158,274	213,095	116,275	117,915
Total	\$ 158,274	\$ 213,095	\$ 116,275	\$ 117,915

Our Accomplishments for 2016-17

- ❖ Adopted 35 ordinances and 66 resolutions in order to improve the quality of life of the residents.

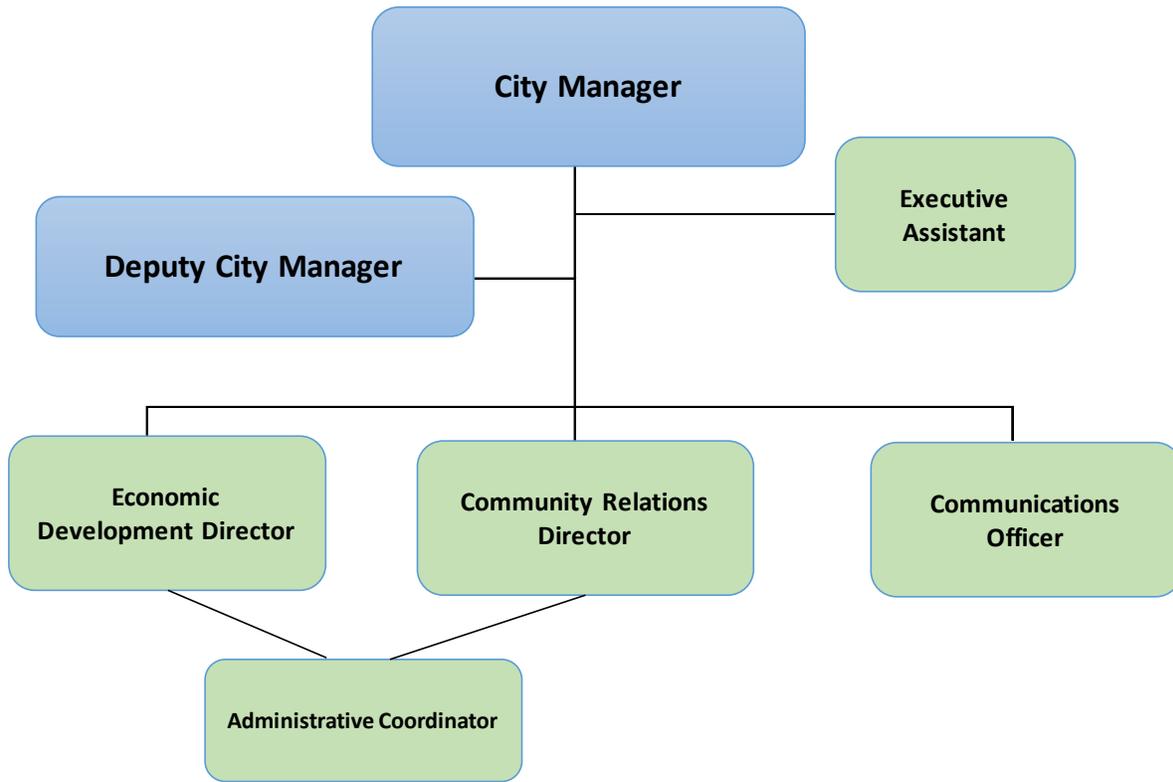
Goals and Objectives for 2017-18

- ❖ To meet the needs and concerns of the residents and businesses of the City of Sanford with effective representation and legislation.

CITY COMMISSION Performance Measures				
Activity	Actual 2014-2015	Actual 2015-2016	Expected 2016-2017	Proposed 2017-2018
Ordinances Adopted	30	35	35	35
Resolutions Approved	77	66	75	75

City Commission						
Account	Description	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2018 Final Budget
Personnel						
001-0101-511.11-00	Executive Salaries	39,187	39,187	41,687	39,000	39,000
001-0101-511.12-06	Reg Salaries - Opt Out Health Insurance	3,600	4,300	4,811	4,800	4,800
001-0101-511.15-01	Special Pay	36,173	36,173	36,173	36,000	36,000
001-0101-511.21-00	FICA/Medicare Taxes	5,157	5,215	5,459	6,121	6,121
001-0101-511.22-01	Retirement Contributions - FRS	2,769	2,876	2,874	2,957	3,115
001-0101-511.23-00	Medical Insurance	13,272	8,848	7,741	8,092	11,453
001-0101-511.23-02	Medical Insurance - Life & ST Disability	257	299	350	306	306
001-0101-511.24-00	Worker's Compensation	93	88	88	88	101
	Subtotal Personnel Services	100,508	96,986	99,183	97,364	100,896
Operating						
001-0101-511.31-00	Professional Services	-	3,500	-	-	-
001-0101-511.40-00	Travel & Per Diem	1,803	4,807	616	1,500	1,500
001-0101-511.41-00	Communications Services	1,536	1,549	2,011	1,328	1,874
001-0101-511.45-01	Insurance - Operating Liability	831	1,119	1,401	648	710
001-0101-511.47-00	Printing & Binding	120	191	178	200	200
001-0101-511.48-00	Promotional Activities	386	266	708	900	900
001-0101-511.49-00	Other Charges/Obligations	4,929	6,075	4,896	8,420	8,420
001-0101-511.52-00	Operating Supplies	16	-	-	2,000	2,000
001-0101-511.54-01	Books/Pubs/Subsc/Memb - Prof Dues	215	-	-	215	215
001-0101-511.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	850	-	450	1,200	1,200
	Subtotal Operating	10,686	17,507	10,260	16,411	17,019
Grants & Aids						
001-0101-511.81-00	Grants	-	43,781	103,652	2,500	-
	Subtotal Grants & Aids	-	43,781	103,652	2,500	-
Total City Commission		\$ 111,194	\$ 158,274	\$ 213,095	\$ 116,275	\$ 117,915

CITY MANAGER'S OFFICE





The purpose of the Office of the City Manager is to oversee the implementation of the City Commission policy directives and to oversee all City operations. The City Manager’s Department includes the Communications Officer, Community Relations Director, Economic Development, and the City Attorney.

Mission Statement

To provide the citizens of Sanford with efficient and effective services that meet their needs and to deliver them in a friendly and courteous manner. To manage and direct all activities of City government in a manner consistent with the City Charter, Code of Ordinances, and as directed by the Board of Commissioners.

Role of City Manager

The City Manager is the Chief Administrative Officer of the City. While the Commission sets the policies of the City, the City Manager is responsible for the operational management of all City activities, the direct supervision and administration of all departments, offices and agencies of the City, the enforcement of the City’s laws and policies, preparation and the presentation of annual financial reports and the annual budget.

Summary

Expenditures	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Salaries	\$529,738	\$474,930	\$409,633	\$ 421,956
Benefits	148,151	144,646	133,916	150,268
Operating	109,280	95,136	144,372	79,898
Supplies	15,346	27,163	20,898	22,712
Other	-	-	-	-
Total	\$802,515	\$741,875	\$708,819	\$ 674,834

Funding Source				
General Fund	802,515	741,875	708,819	674,834
Total	\$802,515	\$741,875	\$708,819	\$ 674,834

Our Accomplishments for 2016-17

- ❖ Organized the first successful Citizens Academy Alumni Event for January 18, 2017 - 210 total graduates invited.

Goals and Objectives for 2017-18

- ❖ Citizen Complaints received at the City Manager's Office will be responded to within two working days from receipt at the Office.
- ❖ At least four "Coffee with the City Manager" meeting will be held in various City locations so that employees can meet and talk more informally with the City Manager on topics and issues that they are concerned about.
- ❖ Connect with the community through expanded use of social media.
- ❖ The City will prioritize services and work to maintain expenditures at or below revenues.
- ❖ City will take care and properly maintain what it has before embarking on new programs or initiatives. Core services and capital needs will have priority over new programs and wish list initiatives.
- ❖ City will reduce excessive print and duplication costs by implementing an electronic and digital City Commission agenda management and distribution program.

CITY MANAGER Performance Measures				
Activity	Actual 2014-2015	Actual 2015-2016	Expected 2016-2017	Proposed 2017-2018
% of complaints responded to or actioned within two business days	-	-	90%	95%
Unassigned Fund Balance as a % of annual General Fund expenditures	30%	29%	25%	25%
City Manager's Annual Report Prepared	1	1	1	1

Authorized Positions

	Grade	Funded 2016	Funded 2017	+/-	Funded 2018	Authorized & Unfunded
City Manager	439	1.00	1.00	-	1.00	-
Deputy City Manager	436	1.00	1.00	-	1.00	-
Senior Project Manager*	427	1.00	-	-	-	-
Public Information Officer	422	1.00	1.00	-	1.00	-
Executive Assistant City Manager	418	1.00	1.00	-	1.00	-
Administrative Coordinator	413	-	-	-	-	0.50
Administrative Specialist III	412	0.50	-	-	-	-
Intern		-	-	-	-	0.50
Total		5.50	4.00	-	4.00	1.00

* Reclassed and Transferred

City Manager						
Account	Description	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2018 Final Budget
Personnel						
001-0102-512.11-00	Executive Salaries	-	-	-	167,110	172,124
001-0102-512.12-00	Regular Salaries & Wages	470,764	513,401	459,401	221,523	228,670
001-0102-512.12-02	Regular Salaries - Additional Pays	14,678	15,094	14,219	14,400	14,400
001-0102-512.12-06	Reg Salaries - Opt Out Health Insurance	1,200	1,200	1,203	1,200	1,200
001-0102-512.14-00	Overtime	233	43	107	5,400	5,562
001-0102-512.21-00	FICA/Medicare Taxes	33,636	36,732	32,460	27,130	27,539
001-0102-512.22-01	Retirement Contributions - FRS	69,630	74,119	73,658	71,423	76,874
001-0102-512.22-06	Retirement Contributions - City Cont ICMA	6,123	6,171	6,314	8,622	8,881
001-0102-512.23-00	Medical Insurance	28,190	28,326	29,089	24,276	34,358
001-0102-512.23-02	Medical Insurance - Life & ST Disability	2,051	2,241	2,391	1,991	2,055
001-0102-512.24-00	Worker's Compensation	580	562	734	474	561
	Subtotal Personnel Services	627,085	677,889	619,576	543,549	572,224
Operating						
001-0102-512.31-00	Professional Services	97,094	2,550	28,283	20,000	20,000
001-0102-512.34-21	Other Contractual Services-Lobbying Activity	60,104	60,000	-	60,100	20,000
001-0102-512.40-00	Travel & Per Diem	6,691	8,988	11,089	8,887	11,442
001-0102-512.41-00	Communications Services	3,163	2,940	3,078	3,336	3,336
001-0102-512.42-00	Postage & Transportation	394	411	146	295	295
001-0102-512.44-00	Rentals & Leases	2,464	2,129	2,267	2,129	2,129
001-0102-512.45-01	Insurance - Operating Liability	5,036	5,412	7,714	9,675	8,846
001-0102-512.46-00	Repair & Maintenance Services	102	-	-	100	100
001-0102-512.47-00	Printing & Binding	4,806	1,482	1,269	2,930	2,930
001-0102-512.48-00	Promotional Activities	5,544	21,084	23,613	34,500	9,000
001-0102-512.49-00	Other Charges/Obligations	5,038	4,284	17,677	2,420	1,820
001-0102-512.51-00	Office Supplies	1,057	659	1,040	2,320	2,320
001-0102-512.52-00	Operating Supplies	3,066	516	10,296	1,000	1,000
001-0102-512.52-05	Operating Supplies - Uniforms	-	-	153	-	-
001-0102-512.54-01	Books/Pubs/Subsc/Memb - Prof Dues	9,725	9,288	11,713	9,948	10,512
001-0102-512.54-02	Books/Pubs/Subsc/Memb - Conf/Seminar	5,595	4,883	3,752	7,430	8,680
001-0102-512.54-03	Books/Pubs/Subsc/Memb - Subscriptions	213	-	209	200	200
	Subtotal Operating	210,092	124,626	122,299	165,270	102,610
Grants & Aids						
001-0102-512.83-01	Grants	-	-	-	-	-
	Subtotal Grants & Aids	-	-	-	-	-
Total City Manager		\$ 837,177	\$ 802,515	\$ 741,875	\$ 708,819	\$ 674,834

Economic Development

Role of Economic Development

Sanford is an excellent place to locate diverse businesses. Through marketing and advertising the Economic Development Department effectively promotes the City to attract new business. Understanding the trends and conditions of economic development in the area is key to providing jobs that lead to a healthy local economy. This Department offers incentives for new businesses and incentives to retain existing ones, as well as coordinating activities throughout the City that market Sanford as a business hub that is committed to sustainability in the Central Florida region.

Summary

Expenditures	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Salaries	\$ 101,388	\$ 107,201	\$ 120,322	\$ 158,134
Benefits	30,004	33,156	39,868	71,849
Operating	455,308	365,998	429,940	418,074
Supplies	18,876	27,567	12,750	13,000
Capital	-	-	-	-
Total	\$ 605,576	\$ 533,922	\$ 602,880	\$ 661,057

Funding Source				
General Fund	605,576	533,922	602,880	661,057
Total	\$ 605,576	\$ 533,922	\$ 602,880	\$ 661,057

Our Accomplishments in 2016-17

- ❖ All Pro Freight – assisted in the expansion of their existing company. Company added an additional 60,000 square feet of warehouse space and hired several new employees.
- ❖ Allegiant Airlines – assisted Enterprise Florida, Inc. (EFI), Economic Development Commission (EDC), Seminole County and AWW in the selection of Orlando/Sanford International Airport (OSIA) as their eastern U.S. location for a 45,000 square foot simulation training center for pilots, mechanics and flight attendants. A minimum of 11 new jobs will be created in one year with an average salary of \$100,000. Company qualified for a tax abatement for the new facility of \$327,590 over a year period. Company also qualified for a state Qualified Target Industry (QTI) grant of \$55,000. A local general contractor is constructing the facility.
- ❖ Assisted in the retention/expansion of the Fathers Table. Sanford Chamber’s Business Retention and Expansion (BRE) program coordinated with city staff in the company’s decision to remain and grow in Sanford. Over 30 jobs were retained and a possible 25 new jobs will be created.
- ❖ Assisted in the expansion of Hernon Manufacturing’s existing facility in Sanford. A new 27,000 square foot building was constructed and over 25 new jobs were created. Hernon qualified for a city/county Job Growth Incentive (JGI) grant for \$40,000.
- ❖ Assisted in the recruitment and expansion of a new simulation training center at OSIA for Global One. Two simulators were moved from Miami and several new jobs were created. A local general contractor built the facility. Global One is planning an expansion in the near future by adding two more simulators and hiring more employees.
- ❖ Jetezy LLC – assisted EFI, EDC, Sanford Airport Authority (SAA) and Seminole County in the recruitment of a Singapore based company to assemble amphibious aircraft in 45,000 square feet of hanger space at OSIA. Jetezy will hire over 25 employees within two years with an average salary of \$61,000. Jetezy has begun maintenance and repair of existing lake aircraft and

partnered with Merlin Aircraft in the production of light sport aircraft at their hangars.

- ❖ Gleman and Sons – assisted in the relocation of the manufacturing facility from Oviedo to an available facility in Sanford, the old Cramer Lumber facility. The company needed a much larger facility for their expansion plans. Gleman will be retaining 14 employees and hiring an additional 20 new to Sanford employees.
- ❖ Del Air – assisted an existing Sanford company in expanding their operation into an existing vacant building in the Sanford Central industrial park. Their decision to keep their electrical division in Sanford meant the retention of several hundred jobs and the possibility of substantial job growth for the company.
- ❖ Project Willow – assisting Enterprise Florida, Inc. (EFI), EDC, and Seminole County in the recruitment of an international medical manufacturing company. This new to Florida company is considering a site near OSIA. The company will create 150 new jobs.
- ❖ Memberships with:
 - The Orlando Economic Development Commission (OEDC) and attended meetings and partnered regarding recruitment and expansion.
 - Manufacturers Association of Central Florida (MACF)
 - Florida Economic Development Council (FEDC)
 - International Economic Development Commission (IEDC)
 - Florida Redevelopment Council (FRA)
 - Sanford Chamber of Commerce
 - State of the Cities
 - Industry Recognition Dinner
 - Business Retention and Expansion (BRE) program
 - Seminole Chamber of Commerce
 - State of the County
 - Visit Florida
- ❖ Partnerships with:
 - Sanford Welcome Center
 - Alive After Five – radio promotions / marketing
 - Wayne Densch Performing Arts Center

- Movies on Magnolia film series
- Orlando North
 - Participated in the Florida Huddle
- Sanford Airport Authority
 - Attend Board meetings on a regular basis
 - Attend Economic Development Advisory Committee meetings

Goals and Objectives for 2017-18

- ❖ Continue to work with Enterprise Florida, the Orlando Economic Partnership and Seminole County to recruit Project Willow to Sanford, adjacent to OSIA.
- ❖ Recruitment of new companies to Sanford – creating new high wage high value jobs that are 115% - 150% over the County’s average wage.
- ❖ Retention and expansion of existing companies.
- ❖ Marketing and promotion of Sanford and the Downtown CRA.
- ❖ Continue to work with city staff and the Sanford CRA to address the parking situation in downtown Sanford.
- ❖ Work with several existing industry’s to address the identification of logistics/transportation as one of the City’s targeted industries.
- ❖ Assist city staff and the CRA in the development of the Catalyst Site.

Authorized Positions

	Grade	Funded 2016	Funded 2017	+/-	Funded 2018	Authorized & Unfunded
Economic Development and Promotions Director	427	0.55	1.00	-	1.00	-
Administrative Coordinator **	413	-	-	-	-	0.50
Economic Development Project Manager	424	-	-	0.40	0.40	-
Farmers Market Coordinator (Part-Time)	412	0.15	0.15	-	0.15	-
Administrative Specialist III **	412	0.50	0.50	-	0.50	-
Total		1.20	1.65	0.40	2.05	0.50

** Split between funds or departments/divisions

Economic Development

Account	Description	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2018 Final Budget
Personnel						
001-0102-559.12-00	Regular Salaries & Wages	72,773	88,204	93,380	105,537	147,846
001-0102-559.12-02	Regular Salaries - Additional Pays	6,925	6,925	6,944	6,907	6,907
001-0102-559.12-06	Reg Salaries - Opt Out Health Insurance	698	1,200	1,203	600	600
001-0102-559.13-00	Part Time Wages	4,285	4,329	4,469	4,578	-
001-0102-559.14-00	Overtime	254	730	1,205	2,700	2,781
001-0102-559.21-00	FICA/Medicare Taxes	6,274	7,644	8,101	9,226	12,129
001-0102-559.22-01	Retirement Contributions - FRS	13,307	16,479	18,032	21,883	31,219
001-0102-559.23-00	Medical Insurance	5,065	5,346	6,381	8,092	27,487
001-0102-559.23-02	Medical Insurance - Life & ST Disability	299	407	521	530	765
001-0102-559.24-00	Worker's Compensation	239	128	121	137	249
	Subtotal Personnel Services	110,119	131,392	140,357	160,190	229,983
Operating						
001-0102-559.31-00	Professional Services	92,531	176,456	155,175	33,000	33,000
001-0102-559.34-00	Other Contractual Services	35,354	16,820	15,000	15,000	15,000
001-0102-559.40-00	Travel & Per Diem	2,073	254	5,278	3,352	3,552
001-0102-559.41-00	Communications Services	1,745	1,667	1,565	1,717	1,717
001-0102-559.42-00	Postage & Transportation	114	193	3	400	200
001-0102-559.43-00	Utility Services	-	82	127	-	200
001-0102-559.45-01	Insurance - Operating Liability	427	457	1,971	3,771	4,255
001-0102-559.46-00	Repair & Maintenance Services	1,138	1,275	2,274	3,000	3,000
001-0102-559.47-00	Printing & Binding	238	2,202	534	900	1,650
001-0102-559.48-00	Promotional Activities	163,787	255,902	184,071	368,800	355,500
001-0102-559.49-00	Other Charges/Obligations	2,849	6,183	13,608	3,285	3,285
001-0102-559.51-00	Office Supplies	751	377	250	400	400
001-0102-559.52-00	Operating Supplies	667	4,470	973	-	-
001-0102-559.52-05	Operating Supplies - Uniforms	-	535	-	500	250
001-0102-559.54-01	Books/Pubs/Subsc/Memb - Prof Dues	5,490	5,715	7,920	5,670	6,170
001-0102-559.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	619	1,175	4,508	2,200	2,200
001-0102-559.54-03	Books/Pubs/Subsc/Memb - Subscriptions	324	421	308	695	695
	Subtotal Operating	308,107	474,184	393,565	442,690	431,074
Total Economic Development		\$ 418,226	\$ 605,576	\$ 533,922	\$ 602,880	\$ 661,057

Community Relations

Role of Community Relations

To ensure the City of Sanford embraces diversity and inclusion and promotes equality, justice and equal protection under the law for all its citizens. Also, to ensure that all residents in the City of Sanford are treated fairly and have equal access to opportunities in education, employment, housing, and certain public accommodations regardless of race, color, religion, sex (gender) or national origin.

Summary

Expenditures	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Salaries	\$ -	\$ 13,162	\$ 96,447	\$ 100,508
Benefits	-	3,553	23,296	27,720
Operating	-	3,732	40,449	40,449
Supplies	-	-	3,229	3,229
Capital	-	-	-	-
Total	\$ -	\$ 20,447	\$ 163,421	\$ 171,906

Funding Source				
General Fund	-	20,447	163,421	171,906
Total	\$ -	\$ 20,447	\$ 163,421	\$ 171,906

Our Accomplishments in 2016-17

- ❖ Completed the Distressed Areas Study.
- ❖ Completed 15 immediate needs housing repairs.
- ❖ Responded to 6 Fair Housing complaints.
- ❖ Assisted in writing the Choice Neighborhood Initiative grant application.
- ❖ Completed requirements for Sanford to become a member of the MBK National Alliance.
- ❖ Represented the City of Sanford in the DCP project and the publication of two documents on Civil Unrest.

Goals and Objectives for 2017-18

- ❖ Submit all reports to HUD on a timely basis and enter data into IDIS/DRGR on a timely basis.
- ❖ Maintain the CDBG advisory Board at full membership.
- ❖ Post Advisory Board Minutes to website in a timely manner.
- ❖ Revise CDBG Economic Development program.
- ❖ Expand CDBG Public Services program to include all ages and support services.
- ❖ Develop action plan for Distressed areas study.
- ❖ Donate four units to support homelessness.
- ❖ Collaborate with Habitat to construct 4 new houses for low income homebuyers.
- ❖ Secure additional funding for the My Brother's Keeper program.
- ❖ Re-establish Drop-in center for homeless in the downtown area.
- ❖ Keep Choice Neighborhood Initiative on schedule for final Report 6/29/18.
- ❖ Partner with Seminole County to conduct Homeownership Fair.
- ❖ Increase the number of youth in the Summer Youth Employment program to 75.
- ❖ Continue to be the liaison to SHA with the redevelopment of Redding Gardens.

COMMUNITY RELATIONS				
Performance Measures				
Activity	Actual 2014-2015	Actual 2015-2016	Expected 2016-2017	Proposed 2017-2018
Conduct a Distressed Areas Assessment		Contracted with UCF	Study Completed	Action Plan to address
NSP-3 Acquire/Rehab/ sale 12 units	Complete rehab of 12 units	Sold 8 units	Sale 2 Donate 2 units	Monitor
NSP-3 Administration	Submit 4 QPR's/DRGR	Submitted 4 QPR's	4 QPR's	1 Annual Report
NSP-3 - Monitor for Affordability Period		8 comp/1 Forec/3 vac	11 comp/1 Foreclosur	12 Compliance
CDBG Annual Action Plan	1	1	1	1
CDBG Economic Development	5 ED grants Goldsboro	0 ED to Georgetown	0 ED grants/Revise	5 ED grants
CDBG Facilities Improvemest	Upgraded Streetlights Pilot	Upgrade Streetlights GT	Complete project GT	Assess St. lights in Gold
CDBG Public Services	250/ youth	300/Youth	300/Youth	400 Y/A/S
CDBG Housing Immediate Neesd	6 Houses	19 Houses	15 Houses	15 Houses
SHIP/HOME Rehab/Reconstruct		5 Houses	7 Houses	7 Houses
Affordable Housing Rehab/Reconst Habitat		0 Houses	1 House	4 Houses
Affordable Housing Disabled Veterans		1 house	0	1House
Homeownership Fair	1	1	1	1
Summer Youth Employment Program	30 Youth	50 Youth	50 Youth	75 Youth
My Brother's Keeper/Mentoring Youth		25 Youth	50 Youth	75 Youth
MBK Activites for Youth			100 Youth	200 Youth
Divided Comminities Project			Establish Advisory BD	Pilot Prog Central FL
Goldsboro Choice Neighborhood Initiative			Implement Program	Complete Draft Plan
Homeless Services			Maintain Task Force	Open Drop-in Center

Authorized Positions

	Grade	Funded 2016	Funded 2017	+/-	Funded 2018	Authorized & Unfunded
Community Relations and Neighborhood Engagement Director	427	-	1.00	-	1.00	-
Administrative Specialist III**	412	-	0.50	-	0.50	-
Total		-	-	1.50	1.50	-

** Split between funds or departments/divisions

Community Relations						
Account	Description	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2018 Final Budget
Personnel						
001-0102-569.12-00	Regular Salaries & Wages	-	-	12,912	92,547	96,527
001-0102-569.12-02	Regular Salaries - Additional Pays	-	-	250	600	600
001-0102-569.12-06	Reg Salaries - Opt Out Health Insurance	-	-	-	600	600
001-0102-569.14-00	Overtime	-	-	-	2,700	2,781
001-0102-569.21-00	FICA/Medicare Taxes	-	-	1,019	7,398	7,709
001-0102-569.22-01	Retirement Contributions - FRS	-	-	1,016	7,221	7,932
001-0102-569.23-00	Medical Insurance	-	-	1,405	8,092	11,453
001-0102-569.23-02	Medical Insurance - Life & ST Disability	-	-	81	472	492
001-0102-569.24-00	Worker's Compensation	-	-	32	113	134
	Subtotal Personnel Services	-	-	16,715	119,743	128,228
Operating						
001-0102-569.34-00	Other Contractual Services	-	-	-	32,000	32,000
001-0102-569.40-00	Travel & Per Diem	-	-	3,217	5,827	5,827
001-0102-569.41-00	Communications Services	-	-	292	847	847
001-0102-569.42-00	Postage & Transportation	-	-	53	275	275
001-0102-569.48-00	Promotional Activities	-	-	-	1,000	1,000
001-0102-569.49-00	Other Charges/Obligations	-	-	170	500	500
001-0102-569.51-00	Office Supplies	-	-	-	180	180
001-0102-569.54-01	Books/Pubs/Subsc/Memb - Prof Dues	-	-	-	1,435	1,435
001-0102-569.54-02	Books/Pubs/Subsc/Memb - Conf/Seminar	-	-	-	1,115	1,115
001-0102-569.54-03	Books/Pubs/Subsc/Memb - Subscriptions	-	-	-	499	499
	Subtotal Operating	-	-	3,732	43,678	43,678
Total Community Relations		\$ -	\$ -	\$ 20,447	\$ 163,421	\$ 171,906

The Community Relations Director also oversees two grant funded programs: the Community Development Block Grant (CDBG) and the Neighborhood Stabilization Program (NSP). CDBG provides grants to entitled cities, urban counties and states to develop viable urban communities by providing decent housing and a suitable living environment. The CDBG is currently outsourced to the County for operational purposes, thus the City did not develop a budget for this program. The NSP is currently spent down but there is still necessary monitoring going forward.

City Attorney

Representing the interests of the City and its Commission, the law firm of Stenstrom, McIntosh, Colbert, Whigham & Partlow, P.A., provides legal advice to the City covering municipal law, liability issues, and contractual reviews, as well as recommending additional legal expertise when needed.

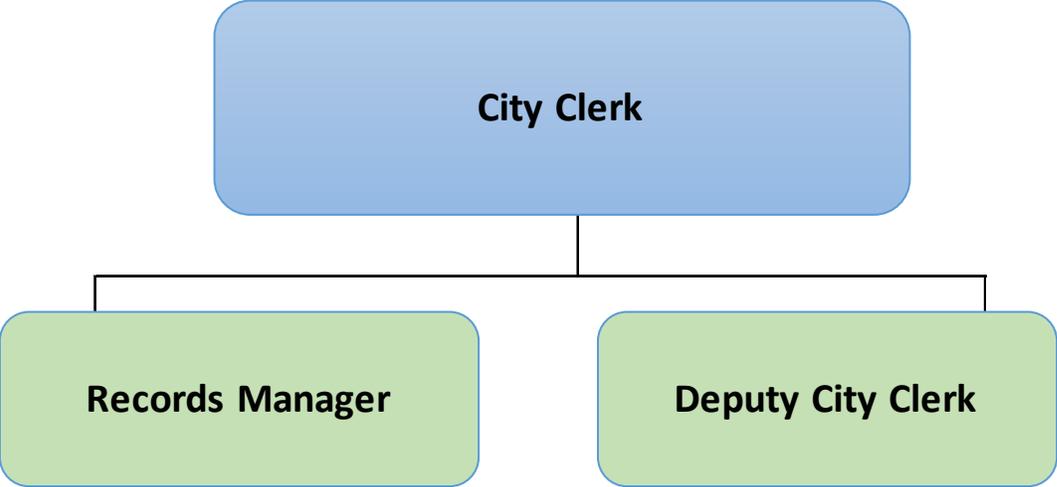
Summary

Expenditures	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Operating	\$479,107	\$ 330,500	\$397,700	\$ 300,700
Supplies	275	275	950	950
Total	\$479,382	\$ 330,775	\$398,650	\$ 301,650

Funding Source				
General Fund	479,382	330,775	398,650	301,650
Total	\$479,382	\$ 330,775	\$398,650	\$ 301,650

City Attorney						
Account	Description	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2018 Final Budget
Operating						
001-0103-514.31-00	Professional Services	252,435	278,450	329,888	397,000	300,000
001-0103-514.40-00	Travel & Per Diem	543	657	612	700	700
001-0103-514.49-00	Other Charges/Obligations	-	200,000	-	-	-
001-0103-514.54-01	Books/Pubs/Subsc/Memb - Prof Dues	695	-	-	700	700
001-0103-514.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	275	275	275	250	250
Subtotal Operating		253,948	479,382	330,775	398,650	301,650
Total City Attorney		\$ 253,948	\$ 479,382	\$ 330,775	\$ 398,650	\$ 301,650

CITY CLERK





Mission Statement

The City Clerk’s mission is to provide effective and efficient administrative support to the City Commission in accordance with Statutes, Charter, Code and City Commission directives. It is also to provide information to the public in a fair, impartial and efficient manner.

Role of City Clerk

The City Clerk serves as the official record-keeper for the City, perpetuating the minutes of all City Commission meetings and recording all ordinances, resolutions and other actions of the City Commission. The City Clerk is responsible for publishing the agenda and supplemental information for all City Commission meetings. In addition, the Clerk must ensure that all meetings are held “in the Sunshine” with legal notice and in compliance with public records laws.

Summary

Expenditures	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Salaries	\$166,950	\$ 170,457	\$176,643	\$ 182,535
Benefits	55,501	62,728	65,734	78,006
Operating	25,499	39,545	44,294	48,617
Supplies	3,342	4,265	5,682	4,839
Capital	-	-	-	-
Total	\$251,292	\$ 276,995	\$292,353	\$ 313,997

Funding Source				
General Fund	251,292	276,995	292,353	313,997
Total	\$251,292	\$ 276,995	\$292,353	\$ 313,997

Authorized Positions

	Grade	Funded 2016	Funded 2017	+/-	Funded 2018	Authorized & Unfunded
City Clerk	427	1.00	1.00	-	1.00	-
Records Manager	420	1.00	1.00	-	1.00	-
Deputy City Clerk	415	1.00	1.00	-	1.00	-
Total		3.00	3.00	-	3.00	-

Our Accomplishments in 2016-17

- ❖ Rolled out new technology - AV Capture which offers solutions and improves efficiency by streamlining the meeting workflow, while promoting transparency and accountability by empowering constituents to access valuable information pertaining to their community. With AV Capture, The City government can easily capture, manage & share meetings online.
- ❖ Prepared 46 agendas and attended official meetings; processed 124 public records requests; destroyed (shredded) 678 cubic feet of records that met their retention period; scanned 31,859 documents into Laserfiche; recorded, transcribed and archived 300 pages of City Commission minutes; prepared and published notices for 5 additional meetings other than City Commission meeting; managed land use files including advertising and follow up for 7 annexations, 7 rezones, 3 vacates, 6 comprehensive plan amendments, 12 ordinances pertaining to City Code, 67 resolutions, and 1 budget; placed 35 legal ads in the Sanford Herald.
- ❖ Rolled out WebQA Public Records Portal - introduced new technology on the front page of the City's website whereby a person could request public records 24/7 from any location provided there was internet access to the City's webpage. The portal allows a person to request records anonymously; automatic rerouting of request to appropriate department; automatic receipt/confirmation to requestor that request was received; ability for requestor to log in and see staff comments/progress pertaining to their request.
- ❖ City Clerk's Office was designated as an Adopt-A-Road sponsor for Fulton Street between Park Avenue and U.S. 17-92.
- ❖ Citizens Academy Presentations (2).
- ❖ Held staff/board member training sessions for ethics and sunshine law (2 sessions), public records (3 classes), records management (2 classes), Laserfiche (1 class), WebLink (1 class).

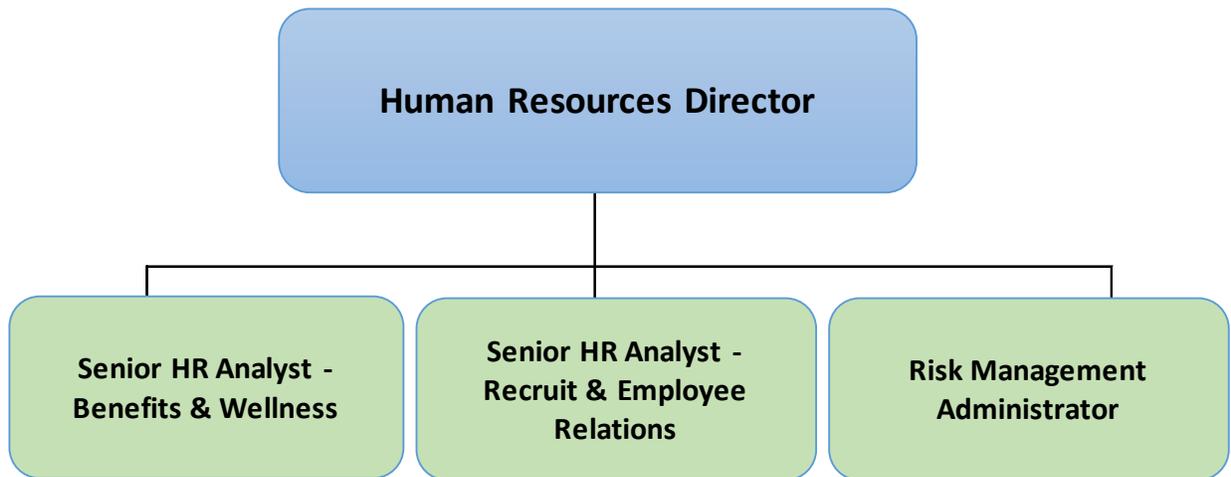
Goals and Objectives for 2017-18

- ❖ The goal of the City Clerk's Office is to continue to provide professionalism and service to our citizens, City Commission, and Staff through openness and transparency in government; and to continue to provide information to the public in a fair, impartial, and efficient manner.

CITY CLERK				
Performance Measures				
Activity	Actual 2014-2015	Actual 2015-2016	Expected 2016-2017	Proposed 2017-2018
Commission Agendas Prepared	49	49	49	49
Minutes Prepared	49	49	49	49
Ordinances Prepared for Adoption	30	35	35	35
Resolutions Prepared for Approval	77	66	75	75
Laserfished Documents Scanned	26,234	31,859	32,000	32,000
Documents Disposed (cubic feet)	501	678	700	700
Public Records Requests Processed	125	119	120	120

City Clerk						
Account	Description	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2018 Final Budget
Personnel						
001-0104-512.12-00	Regular Salaries & Wages	191,304	166,254	168,408	172,103	177,266
001-0104-512.12-02	Regular Salaries - Additional Pays	243	243	493	240	840
001-0104-512.14-00	Overtime	422	453	1,556	4,300	4,429
001-0104-512.21-00	FICA/Medicare Taxes	14,295	12,479	12,786	13,549	14,001
001-0104-512.22-01	Retirement Contributions - FRS	21,946	22,074	25,563	26,635	28,508
001-0104-512.23-00	Medical Insurance	18,249	19,908	23,223	24,276	34,358
001-0104-512.23-02	Medical Insurance - Life & ST Disability	745	850	960	868	896
001-0104-512.24-00	Worker's Compensation	188	190	196	406	243
	Subtotal Personnel Services	247,392	222,451	233,185	242,377	260,541
Operating						
001-0104-512.31-00	Professional Services	633	2,603	1,930	1,500	2,000
001-0104-512.34-00	Other Contractual Services	1,774	255	-	-	-
001-0104-512.40-00	Travel & Per Diem	2,400	1,837	3,736	4,339	4,339
001-0104-512.41-00	Communications Services	1,882	1,807	1,800	1,683	1,683
001-0104-512.42-00	Postage & Transportation	340	2,193	392	400	400
001-0104-512.44-00	Rentals & Leases	4,882	2,680	2,679	2,680	2,680
001-0104-512.45-01	Insurance - Operating Liability	646	697	925	919	2,442
001-0104-512.46-00	Repair & Maintenance Services	373	121	-	-	-
001-0104-512.47-00	Printing & Binding	2,281	2,750	1,456	903	1,503
001-0104-512.49-00	Other Charges/Obligations	16,535	10,556	26,627	31,870	33,570
001-0104-512.51-00	Office Supplies	641	943	440	918	918
001-0104-512.52-00	Operating Supplies	433	29	75	800	-
001-0104-512.54-01	Books/Pubs/Subsc/Memb - Prof Dues	980	995	970	1,040	1,055
001-0104-512.54-02	Books/Pubs/Subsc/Memb - Conf/Seminar	1,040	1,375	2,780	2,805	2,805
001-0104-512.54-03	Books/Pubs/Subsc/Memb - Subscriptions	-	-	-	119	61
	Subtotal Operating	34,840	28,841	43,810	49,976	53,456
Total City Clerk \$ 282,232 \$ 251,292 \$ 276,995 \$ 292,353 \$ 313,997						

HUMAN RESOURCES DEPARTMENT





Mission Statement

To administer a personnel system, which shall provide for an equitable system of operating procedures designed to ensure uniform, fair and effective treatment of all personnel in accordance with Federal and/or State laws relating to the functions of personnel administration. Also, to administer risk management services to identify insurance needs and risk potential and mitigate claims costs. As well as identify property and liability exposures, insure and mitigate accordingly. And to administer a quality benefits and wellness program to the benefit of employees and eligible dependents. Provide a level of customer service where all employees and citizens are treated as guests of honor.

Role of Human Resources

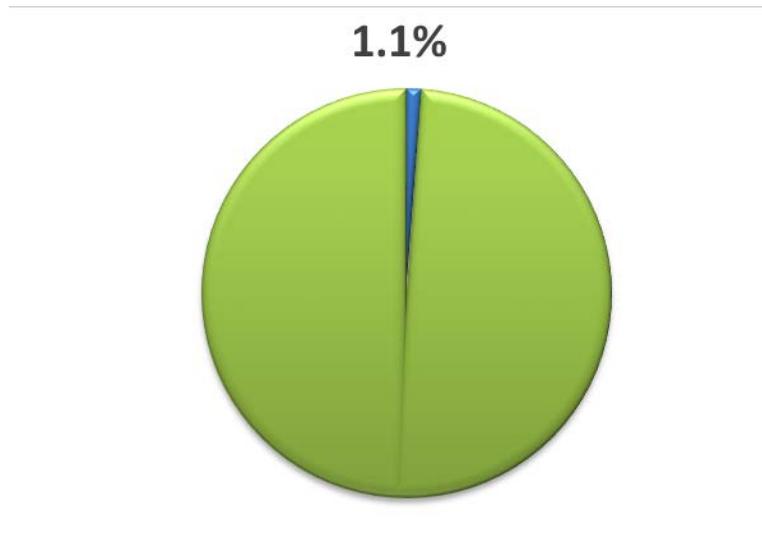
The Human Resources/Risk Management Department exists to provide an organizational frame work to recruit, select, classify, compensate, develop, and reward the City's diverse workforce, while ensuring an environment that optimizes safety, productivity, efficiency and effectiveness. Human Resources/Risk Management is also responsible for risk management which oversees almost \$8.5 million in liability, property, workers compensation and health insurance. The City administers liability, property, casualty, workers compensation and employee health insurance with a combination of self-insurance and risk outsourcing. The overall cost of insurance to the City is budgeted in an internal service fund which charges all funds for a share of the cost. The Department of Human Resources/Risk Management provides administrative support to all departments for the management of the City's workforce.

Summary

Expenditures	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Salaries	\$218,776	\$ 238,074	\$249,776	\$ 258,996
Benefits	67,468	72,708	77,722	91,328
Operating	95,197	125,993	142,060	133,726
Supplies	4,397	5,382	7,970	8,275
Capital	-	-	-	-
Total	\$385,838	\$ 442,157	\$477,528	\$ 492,325

Funding Source				
General Fund	\$385,838	\$ 442,157	\$477,528	\$ 492,325
Total	\$385,838	\$ 442,157	\$477,528	\$ 492,325

Human Resources as a percentage of General Fund



The functions of the department are as follows:

- Recruitment and Selection - Provide a quality pool of applicants to fill departmental vacancies through the proper mechanisms in determining relative ability, knowledge, and skills to meet the City's overall goals and objectives.
- Classification and Compensation - Assure both internal and external equities in pay and classification of City employees.
- Employee Relations - These functions revolve around customer service to the employees of the City with the goal of retaining top performers.
- Training - Provide an internal training program for employee training and development.
- Compliance - Endeavors that employee activities are conducted with the highest ethical standards and in compliance with all applicable State and Federal statutes, laws, and regulations.
- Benefits, Wellness and Records Administration - Coordinates the various benefits provided to employees, including, but not exclusive to, health, dental, life, vision, and short term disability insurance, general employee retirement, Family Medical Leave and Health Reimbursement Account reimbursement. This division develops and coordinates various wellness programs and initiatives in order to encourage employee healthy life styles and to mitigate health insurance costs. Also, this division administers the department's public records requests, document retention, as well as maintenance of department files in order to properly maintain personnel, medical, recruitment and claim files in accordance with State and

Federal laws as well as abide by State of Florida public records and retention statutes.

- Risk Management - Ensures proper property and casualty insurance coverages, as well as assist in mitigating claims exposure by reviewing language in Certificates of Insurance and City contracts with vendors. Risk Management is the first contact for all tort and professional liability claims and lawsuits made against the City, as well as workers compensation injuries, for administration, processing and defense. Ensures proper property and casualty insurance coverages, as well as assist in mitigating claims exposure by reviewing language in Certificates of Insurance and City contracts with vendors. Risk Management is the first contact for all tort and professional liability claims and lawsuits made against the City, as well as workers compensation injuries, for administration, processing and defense.

Our Accomplishments in 2016-17

- ❖ Maintained low levels of Workers Compensation Claims of 33 in FY16, 28 in FY15 compared to 37 in FY14.
- ❖ Maintained contributions to the Employee Health Insurance at the same level for the tenth year in a row.
- ❖ Completed the Health Insurance Dependent Review.
- ❖ Administered for the third year the reinstated Employee Service Awards Recognition and Luncheon for Years of Service.
- ❖ Held a successful Breast Cancer Awareness Week in October 2016.
- ❖ Conducted 16 Customer Service training sessions; now present in New Hire Orientation sessions.
- ❖ Hosted CareHere Lunch and Learns throughout the year on health and wellness topics.
- ❖ Recovered \$83,467 in CY2016, \$74,710 in CY2015, and \$88,366 in CY2014 from others due to their damage to City property and vehicles.

Goals and Objectives for 2017-18

- ❖ Complete the Benefits Survey from Management Advisory Group.
- ❖ Procure a vendor for electronic Performance Evaluations.

- ❖ Continue the training of staff member specifically in the area of recruitment, employee in-processing and employment related issues and activities.
- ❖ Partner with Central Florida Regional Hospital in the area of Wellness programs.
- ❖ Schedule Supervisory Training classes.
- ❖ Supervisor Performance Evaluation Training.
- ❖ Develop and offer for distribution a Code of Conduct Administrative Policy.
- ❖ Revise the Leave Bank Administrative Policy as needed.
- ❖ Execute CareerSource agreements.
- ❖ Begin Tuesday Morning Informational (TMI) sessions.
- ❖ Revise the current Paid Leave Administrative Policy as needed.
- ❖ Prepare and distribute Health Insurance Portability and Accountability Act (HIPAA) Administrative Policy.
- ❖ Contract Functional Capacity Exams or equivalent on general employee new hire as part of the new hire pre-employment/post offer process.

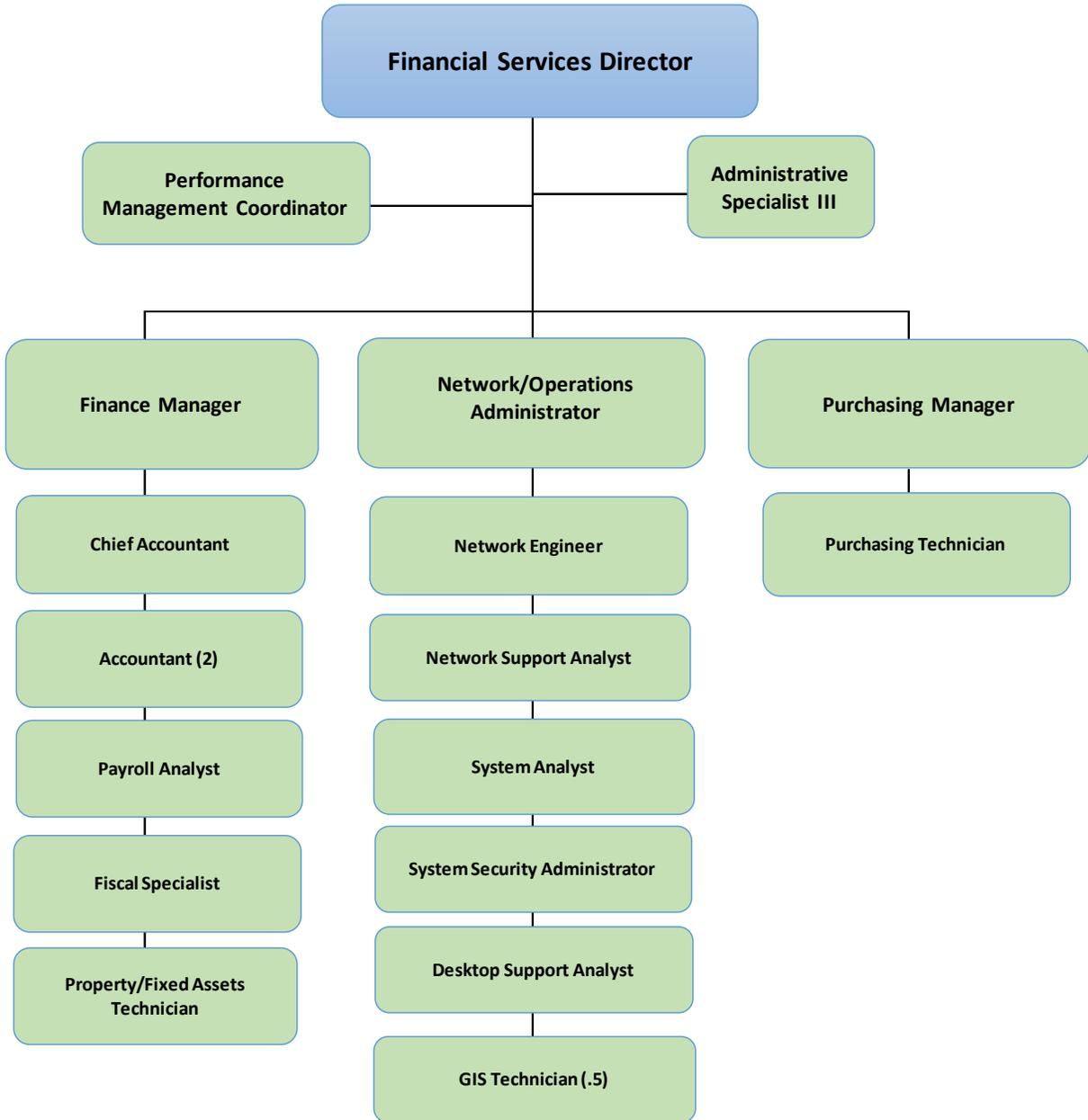
HUMAN RESOURCES				
Performance Measures				
Activity	Actual 2014-2015	Actual 2015-2016	Expected 2016-2017	Proposed 2017-2018
Number of days from final approval on requisition to job posting	10	11	10	9
Number of days from job posting closing to referrals to respective department	4	6	5	5
Number of workers compensation Lost Time Claims; bring employees back to work in restricted duty capacity.	7	8	7	6
Volume of general liability claims.	64	50	55	55
Volume of automobile liability claims.	15	20	20	20

Authorized Positions

	Grade	Funded 2016	Funded 2017	+/-	Funded 2018	Authorized & Unfunded
Human Resources Director	431	1.00	1.00	-	1.00	-
Risk Manager		-	-	-	-	1.00
Senior HR Analyst-Recruit & Employee Rela	419	1.00	1.00	-	1.00	-
Senior HR Analyst-Benefits, Wellness	418	1.00	1.00	-	1.00	-
Risk Management Administrator	422	1.00	1.00	-	1.00	-
Administrative Specialist III	412	-	-	-	-	1.00
Total		4.00	4.00	-	4.00	2.00

Human Resources						
Account	Description	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2018 Final Budget
Personnel						
001-0105-513.12-00	Regular Salaries & Wages	211,227	213,357	231,868	243,176	252,396
001-0105-513.12-02	Regular Salaries - Additional Pays	5,348	5,419	5,206	5,400	5,400
001-0105-513.12-06	Reg Salaries - Opt Out Health Insurance	300	-	1,000	1,200	1,200
001-0105-513.21-00	FICA/Medicare Taxes	15,933	15,803	17,155	19,159	19,866
001-0105-513.22-01	Retirement Contributions - FRS	26,087	28,215	30,749	32,761	35,474
001-0105-513.23-00	Medical Insurance	21,030	22,120	23,211	24,276	34,358
001-0105-513.23-02	Medical Insurance - Life & ST Disability	1,034	1,081	1,323	1,239	1,288
001-0105-513.24-00	Worker's Compensation	259	249	270	287	342
	Subtotal Personnel Services	281,218	286,244	310,782	327,498	350,324
Operating						
001-0105-513.31-00	Professional Services	62,632	76,305	92,455	101,509	91,720
001-0105-513.34-00	Other Contractual Services	27,837	2,290	6,311	9,806	9,854
001-0105-513.40-00	Travel & Per Diem	2,674	1,174	2,218	4,600	4,600
001-0105-513.41-00	Communications Services	1,669	1,410	2,167	2,791	1,718
001-0105-513.42-00	Postage & Transportation	319	809	1,163	1,917	1,260
001-0105-513.44-00	Rentals & Leases	2,234	1,998	1,998	1,998	1,998
001-0105-513.45-01	Insurance - Operating Liability	602	643	1,030	1,147	1,655
001-0105-513.45-02	Insurance - Auto Liability	208	209	225	207	243
001-0105-513.46-00	Repair & Maintenance Services	10	157	94	640	640
001-0105-513.47-00	Printing & Binding	1,480	852	2,588	755	2,098
001-0105-513.48-00	Promotional Activities	4,869	3,172	9,264	7,900	9,150
001-0105-513.49-00	Other Charges/Obligations	157	6,178	6,480	8,790	8,790
001-0105-513.51-00	Office Supplies	536	1,229	964	2,450	3,450
001-0105-513.52-00	Operating Supplies	1,737	122	766	200	200
001-0105-513.52-01	Operating Supplies - Gasoline/Diesel/Lubric	120	88	-	200	200
001-0105-513.54-01	Books/Pubs/Subsc/Memb - Prof Dues	1,771	(100)	660	1,870	1,075
001-0105-513.54-02	Books/Pubs/Subsc/Memb - Conf/Seminar	2,594	385	2,131	3,250	3,250
001-0105-513.54-03	Books/Pubs/Subsc/Memb - Subscriptions	80	2,673	100	-	100
001-0105-513.55-00	Training	-	-	761	-	-
	Subtotal Operating	111,529	99,594	131,375	150,030	142,001
Total Human Resources		\$ 392,747	\$ 385,838	\$ 442,157	\$ 477,528	\$ 492,325

FINANCIAL SERVICES DEPARTMENT





Mission Statement

To demonstrate excellence in the level of financial services provided to our public customers, elected officials, and the City of Sanford and its departments, while maintaining prudent use of financial resources in compliance with all associated laws, regulation and policies. To support the mission and goals of the City and its departments with timely, reliable, cost-effective technology services and to provide assistance and advice in its use.

Role of Financial Services Department

The Financial Services Department administers Accounting and Treasury functions, Debt Management, as well as Grant Compliance, Budgeting, Financial Management, Purchasing, and Information Technology Services for all City departments.

Summary

Expenditures	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Salaries	\$ 884,067	\$ 957,874	\$1,047,073	\$ 1,026,091
Benefits	244,732	261,964	318,704	351,203
Operating	632,615	669,951	629,253	1,155,057
Supplies	36,695	48,591	31,818	31,161
Capital	34,341	-	-	-
Total	\$ 1,832,450	\$1,938,380	\$2,026,848	\$ 2,563,512

Funding Source				
General Fund	\$ 1,832,450	\$1,938,380	\$2,026,848	\$ 2,563,512
Total	\$ 1,832,450	\$1,938,380	\$2,026,848	\$ 2,563,512

Financial Services as a percentage of General Fund

5.7%



Accounting Division

In its accounting, treasury, debt management, budgeting and financial and grant compliance capacities the Finance Department must ensure complete and accurate accounting of all transactions, and to report all financial information in accordance with professional accounting standards and federal, state, and local laws. This division handles the payroll for all City employees, pays all invoices for goods and services used by City departments, records and tracks fixed assets, monitors grant funding and manages the City's investing and borrowing activities. Finance also coordinates the Comprehensive Annual Financial Report, which is part of the City's annual, independent audit process. The Finance department also assumed the duties of the Budget Department starting with fiscal year 2011 and as such administers the City's budget process as well.

Our Accomplishments for 2016-17

- ❖ Completed the CAFR without audit comments and received the Certificate of Achievement for Excellence in Financial Reporting.
- ❖ Completion of the budget process.

Goals and Objectives for 2017-18

- ❖ Obtain the Certificate of Excellence in Financial Reporting award.
- ❖ Performance Measurement enhancement Citywide.
- ❖ Coordinate the preparation of the budget document and publish the adopted budget by October 1st.
- ❖ Update accounting policies and procedures.
- ❖ Coordinate with the City's external auditors and provide account analysis, reconciliations, and audit schedules to expedite the audit process and reduce the time needed to complete the Comprehensive Annual Financial Report (CAFR).

FINANCE - ACCOUNTING
Performance Measures

Activity	Actual 2014-2015	Actual 2015-2016	Expected 2016-2017	Proposed 2017-2018
# A/P Transactions	5,903	5,698	6,000	6,200
# Purchase Card Transactions	8,161	8,646	8,700	8,900
# Payroll Transactions	13,525	13,908	14,000	14,100
# Budget Adjustments Updated	81	98	100	100
# of Grants Managed	26	20	23	27
# of A/R Invoices Processed	232,031	234,455	245,000	250,000
Value of Fixed Assets (Citywide Inventory)	\$449,159,046	\$456,788,949	\$456,996,844	\$461,788,949
# of Journal Entries Updated	1,977	2,010	2,100	2,150
# of Grant Compliance Findings	1	0	0	0
# of Audit Adjustments	0	0	0	0
# CAFR Comments (with Grant Compliance)	1	0	0	0
# of Adverse Comments on TRIM from DOR	0	0	0	0

Summary

Expenditures	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Salaries	\$ 417,472	\$ 460,871	\$ 556,709	\$ 549,184
Benefits	126,861	142,798	188,016	221,913
Operating	205,215	228,555	140,141	184,271
Supplies	7,726	8,949	8,532	8,426
Capital	-	-	-	-
Total	\$ 757,274	\$ 841,173	\$ 893,398	\$ 963,794

Funding Source				
General Fund	\$ 757,274	\$ 841,173	\$ 893,398	\$ 963,794
Total	\$ 757,274	\$ 841,173	\$ 893,398	\$ 963,794

Authorized Positions

	Grade	Funded 2016	Funded 2017	+/-	Funded 2018	Authorized & Unfunded
Finance Director	431	1.00	1.00	-	1.00	-
Finance Manager	426	1.00	1.00	-	1.00	-
Chief Accountant	420	1.00	1.00	-	1.00	-
Performance Managemt Coord	418	1.00	1.00	-	1.00	-
Accountant	417	2.00	2.00	-	2.00	1.00
Payroll Analyst	414	1.00	1.00	-	1.00	-
Fiscal Specialist	412	1.00	1.00	-	1.00	-
Administrative Specialist III	412	1.00	1.00	-	1.00	-
Property/Fixed Assets Technic	410	1.00	1.00	-	1.00	-
Senior Accountant		-	-	-	-	1.00
Resource Specialist		-	-	-	-	1.00
Fiscal Technician		-	-	-	-	2.00
Total		10.00	10.00	-	10.00	5.00

Finance/Accounting

Account	Description	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2018 Final Budget
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Personnel

001-0401-513.12-00	Regular Salaries & Wages	417,105	415,798	459,584	555,009	547,469
001-0401-513.12-02	Regular Salaries - Additional Pays	4,055	1,175	1,163	1,200	1,200
001-0401-513.12-06	Reg Salaries - Opt Out Health Insurance	1,613	-	-	-	-
001-0401-513.14-00	Overtime	-	499	124	500	515
001-0401-513.21-00	FICA/Medicare Taxes	29,991	29,662	33,154	42,702	42,125
001-0401-513.22-01	Retirement Contributions - FRS	42,336	44,656	49,642	59,087	61,770
001-0401-513.23-00	Medical Insurance	46,556	48,542	55,693	80,920	114,527
001-0401-513.23-02	Medical Insurance - Life & ST Disability	2,017	2,032	2,427	2,804	2,761
001-0401-513.24-00	Worker's Compensation	500	472	529	2,503	730
001-0401-513.25-00	Unemployment Compensation	-	1,497	1,353	-	-
	Subtotal Personnel Services	544,173	544,333	603,669	744,725	771,097

Operating

001-0401-513.31-00	Professional Services	8,890	97,890	61,489	2,900	1,500
001-0401-513.32-00	Accounting & Auditing	75,000	71,600	75,200	75,383	77,260
001-0401-513.34-00	Other Contractual Services	-	-	-	2,800	2,800
001-0401-513.40-00	Travel & Per Diem	3,050	7,414	3,432	7,617	7,616
001-0401-513.41-00	Communications Services	2,135	2,635	2,297	2,311	2,343
001-0401-513.42-00	Postage & Transportation	8,470	4,994	6,489	4,995	6,816
001-0401-513.44-00	Rentals & Leases	7,167	8,174	5,372	7,663	6,581
001-0401-513.45-01	Insurance - Operating Liability	2,443	2,636	3,739	3,279	5,249
001-0401-513.46-00	Repair & Maintenance Services	4,795	-	195	-	-
001-0401-513.47-00	Printing & Binding	4,236	1,743	2,943	1,906	3,226
001-0401-513.48-00	Promotional Activities	47	-	-	-	-
001-0401-513.49-00	Other Charges/Obligations	13,742	8,129	67,399	31,287	70,880
001-0401-513.51-00	Office Supplies	4,941	4,104	4,588	4,196	4,090
001-0401-513.52-00	Operating Supplies	632	738	1,853	800	800
001-0401-513.52-01	Operating Supplies - Gasoline/Diesel/Lubric	-	-	38	-	-
001-0401-513.54-01	Books/Pubs/Subsc/Memb - Prof Dues	1,221	1,055	935	1,196	1,196
001-0401-513.54-02	Books/Pubs/Subsc/Memb - Conf/Seminar	1,328	1,585	1,535	2,340	2,340
001-0401-513.54-03	Books/Pubs/Subsc/Memb - Subscriptions	19	244	-	-	-
	Subtotal Operating	138,116	212,941	237,504	148,673	192,697

Total Finance/Accounting	\$ 682,289	\$ 757,274	\$ 841,173	\$ 893,398	\$ 963,794
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Information Technology Services

Mission Statement

“Our mission as the City of Sanford’s Information Technology Services Division is to support the mission and goals of the City and its internal departments with timely, reliable, cost-effective technology services and to provide assistance and advice on its use.”

Role of Information Technology

The Information Technology Division is responsible for installing and maintaining all of the City’s computers and the supporting infrastructure to include: Desktops, Laptops, Servers, Routers, Switches, Cell Phones, Desk Phones, Software Applications and more. The department suggests and pioneers new technology implementations that meet the goals and needs of the city, develops policies and procedures relating to technology, and trains employees on its use. The IT department also services the cities GIS needs, maintaining and working with GPS related data in order for city employees to understand this information as it relates to a location on a map.

Summary

Expenditures	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Salaries	\$ 360,187	\$ 393,690	\$ 382,453	\$ 362,376
Benefits	95,092	96,888	105,607	110,874
Operating	425,966	438,904	486,319	968,103
Supplies	27,441	38,133	21,375	20,725
Capital	34,341	-	-	-
Total	\$ 943,027	\$ 967,615	\$ 995,754	\$ 1,462,078

Funding Source				
General Fund	\$ 943,027	\$ 967,615	\$ 995,754	\$ 1,462,078
Total	\$ 943,027	\$ 967,615	\$ 995,754	\$ 1,462,078

Our Accomplishments in 2016-17

- ❖ Installation of our new VM Server and migration of all servers from the old system to the new in order to improve stability and performance for all applications housed in the City.
- ❖ Internet Connection - Increased the bandwidth of our internet connection in order to improve performance. Worked with ATT to implement BGP routes which will provide redundancy during an outage for Email, Click2Gov, Mobile Devices, VPN, and other services. Implemented Netmotion enterprise VPN solution to improve overall user experience with mobile devices such as laptops and tablets.
- ❖ SCADA Network - This is the network which manages the Utility water systems that provides water to the City. Increased security, reliability, and added requested functionality to allow Utility employees to manage their water equipment more efficiently.
- ❖ Implemented the Cisco Contact Center Express product for the Utilities department in order to allow their customer service division to work more efficiently and provided a better experience for customers contacting the customer service division.
- ❖ Transitioned our desk side support functionality to an outside vendor. This allowed the adequate support of the City's departments with regard to the desk side services offered and allowed IT to focus more on improving the organization by business process review and improvement.
- ❖ Downtown Wi-Fi - the implementation of the downtown Wi-Fi project to provide outside wireless amenities in designated areas.

Goals and Objectives for 2017-18

- ❖ Internet Connection - Increase the bandwidth of our internet connection in order to improve performance. Work with ATT to implement BGP routes which will provide redundancy during an outage for Email, Click2Gov, Mobile Devices, VPN, and other services. Implement Netmotion enterprise VPN

solution to improve overall user experience with mobile devices such as laptops and tablets. Multi Year 2017 and 2018 project.

- ❖ Replace 50%, approximately 30, of our edge switches. Solution will create better visibility into outages and greater stability for our network. Increase the link speed for each location from 1GB to 10GB fiber connections between these switches.
- ❖ City Website - This project when finalized will upgrade and update the City's Website. We continue to work through and complete a redesign of the City's website with a focus on the mobile experience. We put together a website team to review and make recommendations to the departments on the content and structure of their current pages in an effort to improve the overall website experience of our citizens.
- ❖ Replace 50% of the PDs MCTs with newer version and implement hard drive encryption for FDLE audit requirements.
- ❖ Create a fully redundant DR site here at City Hall once the new VM Server at the PSC is finished and working. This will ease the impact of server outages and minimize risk during a natural disaster.
- ❖ Push a new initiative to work with departments, understand their business processes and pain points, and assist in developing improvements. These are to be road mapped in IT and prioritized like projects. The goal is to either through training or assistance to increase usability of currently owned products.

FINANCE - INFORMATION TECHNOLOGY Performance Measures				
Activity	Actual 2014-2015	Actual 2015-2016	Expected 2016-2017	Proposed 2017-2018
% of Requests Completed	98.04%	91.21%	100%	99.90%
% of time with No Significant Outage	99.68%	93.47%	95%	96%
% of Projects Completed	28%	29%	20%	40%
Customer Satisfaction	Very Satisfied	Very Satisfied	Very Satisfied	Very Satisfied

Authorized Positions

	Grade	Funded 2016	Funded 2017	+/-	Funded 2018	Authorized & Unfunded
Communications Manager		-	-	-	-	1.00
Network/Operations Administrator	426	1.00	1.00	-	1.00	-
Network Support Analyst	422	1.00	1.00	-	1.00	-
Network Engineer	422	1.00	1.00	-	1.00	-
System Analyst	420	1.00	1.00	-	1.00	-
System Security Administrator	420	-	-	1.00	1.00	-
Desktop Support Analyst	417	1.00	1.00	(1.00)	-	1.00
GIS Technician **	416	0.50	0.50	-	0.50	-
Help Desk Technician	413	1.00	1.00	(1.00)	-	1.00
Total		6.50	6.50	(1.00)	5.50	3.00

** Split between funds or departments/divisions

Information Technology

Account	Description	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2018 Final Budget
Personnel						
001-0402-513.12-00	Regular Salaries & Wages	359,638	347,350	370,025	358,962	337,564
001-0402-513.12-02	Regular Salaries - Additional Pays	11,833	12,237	11,299	12,291	11,252
001-0402-513.12-06	Reg Salaries - Opt Out Health Insurance	600	600	600	1,200	1,200
001-0402-513.14-00	Overtime	-	-	11,766	10,000	12,360
001-0402-513.21-00	FICA/Medicare Taxes	27,877	26,810	29,435	29,334	27,793
001-0402-513.22-01	Retirement Contributions - FRS	24,351	25,879	27,976	28,813	28,752
001-0402-513.23-00	Medical Insurance	38,691	37,051	36,770	44,506	51,537
001-0402-513.23-02	Medical Insurance - Life & ST Disability	1,656	1,750	1,794	1,845	1,734
001-0402-513.24-00	Worker's Compensation	882	852	913	1,109	1,058
001-0402-513.25-00	Unemployment Compensation	-	2,750	-	-	-
	Subtotal Personnel Services	465,528	455,279	490,578	488,060	473,250
Operating						
001-0402-513.31-00	Professional Services	5,736	16,786	-	10,000	292,000
001-0402-513.40-00	Travel & Per Diem	-	-	978	2,450	2,800
001-0402-513.41-00	Communications Services	8,395	9,656	10,355	13,590	14,300
001-0402-513.42-00	Postage & Transportation	59	99	138	100	300
001-0402-513.44-00	Rentals & Leases	-	99	96	128	128
001-0402-513.45-01	Insurance - Operating Liability	5,301	4,804	8,321	10,316	11,822
001-0402-513.45-02	Insurance - Auto Liability	400	401	432	397	344
001-0402-513.46-00	Repair & Maintenance Services	308,173	392,141	418,162	448,338	645,389
001-0402-513.47-00	Printing & Binding	108	402	204	200	220
001-0402-513.49-00	Other Charges/Obligations	264	1,578	218	800	800
001-0402-513.51-00	Office Supplies	1,880	1,860	898	800	800
001-0402-513.52-00	Operating Supplies	14,150	20,099	33,296	12,000	12,000
001-0402-513.52-01	Operating Supplies - Gasoline/Diesel/Lubric	1,816	517	441	2,000	800
001-0402-513.54-01	Books/Pubs/Subsc/Memb - Prof Dues	-	200	395	200	395
001-0402-513.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	4,500	-	3,074	6,375	6,380
001-0402-513.54-03	Books/Pubs/Subsc/Memb - Subscriptions	-	-	29	-	350
001-0402-513.55-00	Training	-	4,765	-	-	-
	Subtotal Operating	350,782	453,407	477,037	507,694	988,828
Capital						
001-0402-513.64-00	Machinery & Equipment	9,245	34,341	-	-	-
	Subtotal Capital	9,245	34,341	-	-	-
Total Information Technology		\$ 825,555	\$ 943,027	\$ 967,615	\$ 995,754	\$ 1,462,078

Purchasing Division

The Finance Department, also includes the Purchasing Division, which is responsible to manage the citywide procurement process to provide a highly cost-effective acquisition process that delivers innovative, effective, and timely contracting solutions in concert with the highest standards of ethics and professionalism.

Summary

Expenditures	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Salaries	\$ 106,408	\$ 103,313	\$ 107,911	\$ 114,531
Benefits	22,779	22,278	25,081	18,416
Operating	1,434	2,492	2,793	2,683
Supplies	1,528	1,509	1,911	2,010
Capital	-	-	-	-
Total	\$ 132,149	\$ 129,592	\$ 137,696	\$ 137,640

Funding Source				
General Fund	\$ 132,149	\$ 129,592	\$ 137,696	\$ 137,640
Total	\$ 132,149	\$ 129,592	\$ 137,696	\$ 137,640

Our Accomplishments in 2016-17

- ❖ Savings of over \$264,717 using owner direct purchasing.

Goals and Objectives for 2017-18

- ❖ Enhance using Share Point.
- ❖ Continued update of purchasing policies and procedures.

FINANCE - PURCHASING Performance Measures

Activity	Actual 2014-2015	Actual 2015-2016	Expected 2016-2017	Proposed 2017-2018
Purchase orders processed	475	531	550	560
RFP's, RFQ's and bids processed	20	24	20	25

Authorized Positions

	Grade	Funded 2016	Funded 2017	+/-	Funded 2018	Authorized & Unfunded
Purchasing Manager **	425	0.97	0.97	-	0.97	-
Purchasing Technician	414	1.00	1.00	-	1.00	-
Total		1.97	1.97	-	1.97	-

** Split between funds or departments/divisions

Purchasing

Account	Description	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2018 Final Budget
Personnel						
001-0403-513.12-00	Regular Salaries & Wages	102,548	104,079	101,096	105,645	111,585
001-0403-513.12-02	Regular Salaries - Additional Pays	1,129	1,129	1,014	1,102	582
001-0403-513.12-06	Reg Salaries - Opt Out Health Insurance	1,188	1,200	1,203	1,164	2,364
001-0403-513.21-00	FICA/Medicare Taxes	7,960	8,064	7,863	8,278	8,785
001-0403-513.22-01	Retirement Contributions - FRS	7,181	7,530	7,365	8,049	8,913
001-0403-513.23-00	Medical Insurance	6,325	6,636	6,451	8,092	-
001-0403-513.23-02	Medical Insurance - Life & ST Disability	401	430	485	538	569
001-0403-513.24-00	Worker's Compensation	124	119	114	124	149
	Subtotal Personnel Services	126,856	129,187	125,591	132,992	132,947
Operating						
001-0403-513.40-00	Travel & Per Diem	-	-	-	94	100
001-0403-513.41-00	Communications Services	423	465	461	500	360
001-0403-513.42-00	Postage & Transportation	288	301	294	320	320
001-0403-513.44-00	Rentals & Leases	770	-	287	383	383
001-0403-513.45-01	Insurance - Operating Liability	356	381	619	735	678
001-0403-513.47-00	Printing & Binding	430	287	582	288	592
001-0403-513.49-00	Other Charges/Obligations	473	-	249	473	250
001-0403-513.51-00	Office Supplies	95	706	742	711	800
001-0403-513.52-00	Operating Supplies	170	154	9	-	10
001-0403-513.54-01	Books/Pubs/Subsc/Memb - Prof Dues	-	185	285	380	380
001-0403-513.54-02	Books/Pubs/Subsc/Memb - Conf/Seminar	-	473	473	820	820
001-0403-513.54-03	Books/Pubs/Subsc/Memb - Subscriptions	-	10	-	-	-
	Subtotal Operating	3,005	2,962	4,001	4,704	4,693
Total Purchasing		\$ 129,861	\$ 132,149	\$ 129,592	\$ 137,696	\$ 137,640



Mission Statement

The non-departmental program includes all costs and activities not allocated to one specific department. Expenditures are managed by the Finance Director, including: amortization expense and any related debt expense; retiree payments and insurance; aid to private organizations and transfers.

Summary

Expenditures	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Transfers	\$ 4,291,545	\$ 4,353,811	\$ 3,147,455	\$ 2,599,297
Insurance	282,934	295,085	346,715	346,715
CRA Payment	530,898	596,273	636,126	690,166
Grants-in-Aid	2,977	3,965	1,500	4,000
Retiree Obligations	5,000	-	5,000	5,000
Other	216,683	115,552	1,406,894	502,800
Total	\$ 5,330,037	\$ 5,364,686	\$ 5,543,690	\$ 4,147,978

Funding Source	2015 Actual	2016 Actual	2017 Budget	2018 Budget
General Fund	\$ 5,330,037	\$ 5,364,686	\$ 5,543,690	\$ 4,147,978
Total	\$ 5,330,037	\$ 5,364,686	\$ 5,543,690	\$ 4,147,978

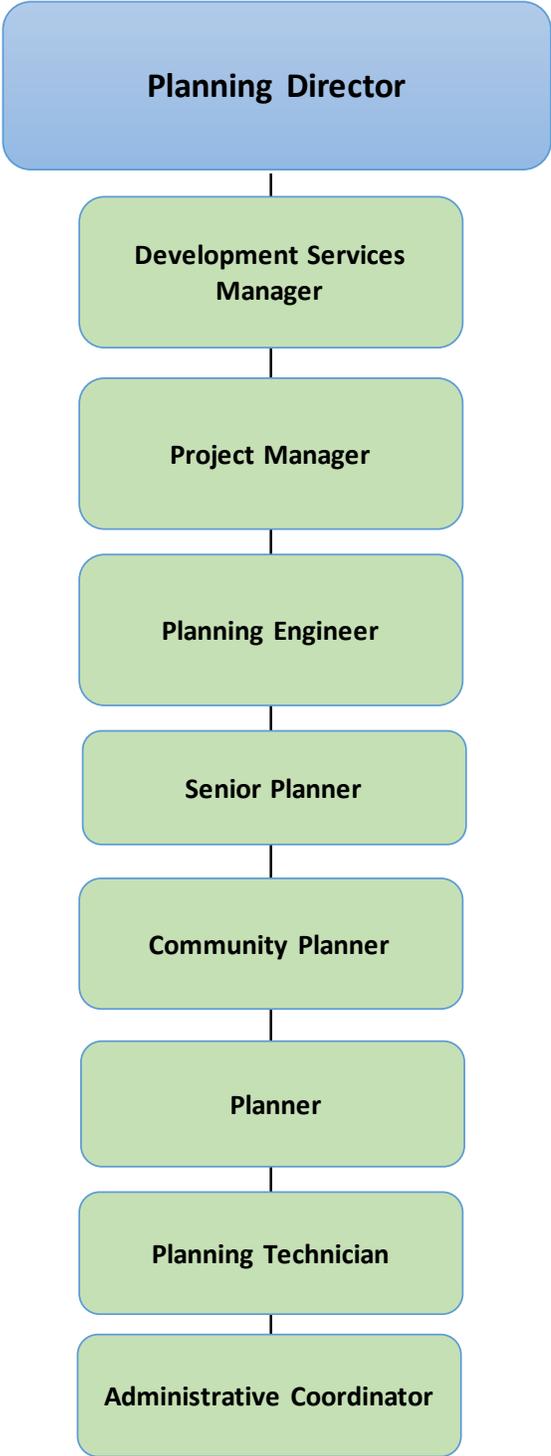
Non-Departmental as a percentage of General Fund

9.3%



Non-Departmental						
<i>Account</i>	<i>Description</i>	<i>2014 Actual</i>	<i>2015 Actual</i>	<i>2016 Actual</i>	<i>2017 Budget</i>	<i>2018 Final Budget</i>
Personnel						
001-7979-517.73-03	Amortization Expense	-	5,000	-	5,000	5,000
001-7979-518.12-06	Retiree Payments	26,921	15,900	13,100	15,600	12,800
001-7979-518.23-03	Medical/Life Insurance	276,699	282,934	295,085	346,715	346,715
001-7979-539.31-00	Professional Services	101,422	101,298	102,452	116,451	130,000
001-7979-559.81-00	17-92 TIF County Portion	531,808	530,898	596,273	636,126	690,166
001-7979-569.82-06	Aid to Private Organization	3,860	2,977	3,965	1,500	4,000
001-7979-581.91-20	Transfers	1,425,537	1,672,106	1,846,370	1,831,310	1,699,532
001-7979-581.91-22	Transfers	696,509	663,763	-	-	-
001-7979-581.91-28	Transfers	4,199,401	1,753,395	2,300,441	1,316,145	899,765
001-7979-581.91-36	Transfers	-	202,281	-	-	-
001-7979-581.91-45	Transfers	-	-	207,000	-	-
001-7979-590.99-01	Other Uses	-	99,485	-	343,322	340,000
001-7979-590.99-70	Other Uses	-	-	-	931,521	20,000
Total Non Departmental		\$ 7,262,157	\$ 5,330,037	\$ 5,364,686	\$ 5,543,690	\$ 4,147,978

PLANNING AND DEVELOPMENT DEPARTMENT





Mission Statement

Make Sanford a place where people want to be by providing a safe, clean, healthy and sustainable environment that exceed expectations.

Vision

To make Sanford a premier City in which to live, work and play by embracing our diversity, celebrating our past and planning for our future.

Role of Planning & Development Services

The Planning and Development department is responsible for the administration of the City’s Comprehensive Plan and Land Development Regulations.

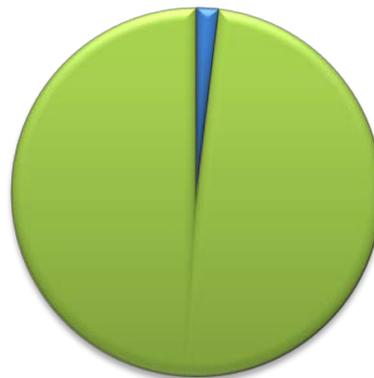
Summary

Expenditures	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Salaries	\$ 506,256	\$ 510,956	\$ 525,775	\$ 567,240
Benefits	150,051	161,955	171,046	217,941
Operating	16,647	27,429	137,073	35,207
Supplies	31,504	32,519	38,322	38,910
Capital	-	-	-	-
Total	\$ 704,458	\$ 732,859	\$ 872,216	\$ 859,298

Funding Source	2015 Actual	2016 Actual	2017 Budget	2018 Budget
General Fund	\$ 704,458	\$ 732,859	\$ 872,216	\$ 859,298
Total	\$ 704,458	\$ 732,859	\$ 872,216	\$ 859,298

Planning & Development as a percentage of General Fund

1.9%



Planning activities include but are not limited to the following:

- Addressing
- Annexations
- Building Plans Review
- Certificates of Appropriateness
- Concurrency
- Conditional Uses
- Development Agreements
- Future Land Use Amendments
- Historic Preservation
- Master Plans
- Public Art
- Rezoning
- ROW Use Permits
- Site and Engineering Plans
- Site Development Inspections
- Street Vacates and Easements
- Subdivision Plats
- Variances
- Vested Rights

The department also issues site development permits and development orders. In addition to working with the business and development community on the items listed, Planning's staff also coordinates the activities of the Planning and Zoning Commission, Historic Preservation Board, Public Art Commission and the Development Review Team as well as development approvals before the City Commission.

Our Accomplishments in 2016-17

- ❖ Facilitated getting the City into the Community Rating System to reduce flood risk, damage and cost to property owners.
- ❖ Completed design and improvements for Paw Park.
- ❖ Processed over 1,200 development applications, a 10 percent increase from FY 2015-16.
- ❖ Reviewed and inspected more than 1,600 Building Permits for zoning compliance.
- ❖ Reviewed over 2,000 Business Tax Receipt applications for zoning compliance.

Goals and Objectives for 2017-18

- ❖ Complete updates to City's Comprehensive Plan and Land Development Regulations.
- ❖ Continue improvements to City's Open for Business program including implementing Electronic Plans Review systems.
- ❖ Continue work on Goldsboro Choice Neighborhood Planning Grant initiatives.

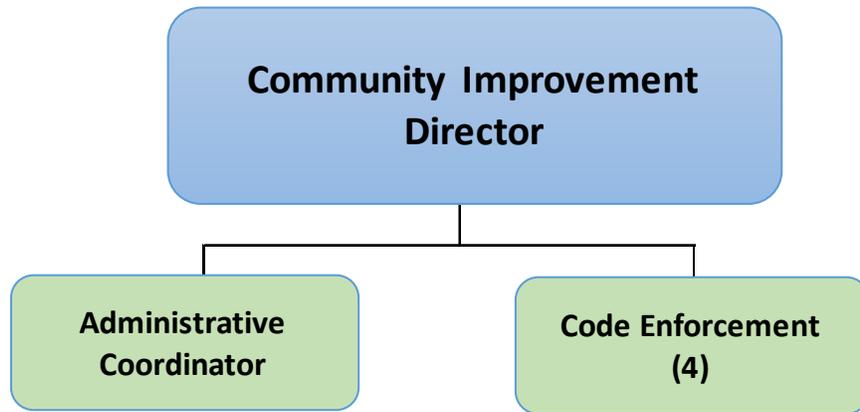
PLANNING AND DEVELOPMENT Performance Measures				
Activity	Actual 2014-2015	Actual 2015-2016	Expected 2016-2017	Proposed 2017-2018
Development Applications Processed	1,259	1,289	1,448	1,600
Building Permits Reviewed	3,600	3,614	3,600	3,700
Development Permits	929	896	984	1,000
Development Fees	216,208	188,876	425,070	500,000

Authorized Positions

	Grade	Funded 2016	Funded 2017	+/-	Funded 2018	Authorized & Unfunded
Planning Director	431	1.00	1.00	-	1.00	-
Development Services Manager	424	1.00	1.00	-	1.00	-
Project Manager	423	1.00	1.00	-	1.00	-
Planning Engineer	421	1.00	1.00	-	1.00	-
Senior Planner	419	1.00	1.00	-	1.00	-
Community Planner	418	1.00	1.00	-	1.00	-
Planner	418	1.00	1.00	-	1.00	-
Planning Technician	413	-	-	1.00	1.00	-
Administrative Coordinator	413	1.00	1.00	-	1.00	-
Development Services Inspector		-	-	-	-	1.00
Principal Planner		-	-	-	-	1.00
Intern		-	-	-	-	0.50
Total		8.00	8.00	1.00	9.00	2.50

Planning and Development						
Account	Description	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2018 Final Budget
Personnel						
001-1010-515.12-00	Regular Salaries & Wages	468,458	497,552	502,164	516,085	557,529
001-1010-515.12-02	Regular Salaries - Additional Pays	8,436	8,704	8,792	8,990	8,990
001-1010-515.12-06	Reg Salaries - Opt Out Health Insurance	700	-	-	-	-
001-1010-515.14-00	Overtime	-	-	-	700	721
001-1010-515.21-00	FICA/Medicare Taxes	35,639	37,084	37,380	40,329	43,509
001-1010-515.22-01	Retirement Contributions - FRS	49,667	52,051	53,814	57,188	60,583
001-1010-515.23-00	Medical Insurance	43,134	52,535	61,928	64,736	103,074
001-1010-515.23-02	Medical Insurance - Life & ST Disability	2,178	2,544	2,890	2,621	2,833
001-1010-515.24-00	Worker's Compensation	5,541	5,837	5,943	6,172	7,942
	Subtotal Personnel Services	613,753	656,307	672,911	696,821	785,181
Operating						
001-1010-515.31-00	Professional Services	-	250	7,500	110,000	-
001-1010-515.34-00	Other Contractual Services	320	-	-	-	-
001-1010-515.40-00	Travel & Per Diem	24	1,393	543	2,947	2,422
001-1010-515.41-00	Communications Services	4,906	3,543	3,792	3,480	3,480
001-1010-515.42-00	Postage & Transportation	716	1,040	1,126	1,044	1,044
001-1010-515.44-00	Rentals & Leases	2,801	2,435	2,435	2,436	2,436
001-1010-515.45-01	Insurance - Operating Liability	1,639	1,753	2,799	3,112	4,550
001-1010-515.45-02	Insurance - Auto Liability	324	325	350	322	322
001-1010-515.46-00	Repair & Maintenance Services	437	1,925	703	1,620	11,220
001-1010-515.47-00	Printing & Binding	1,858	1,488	2,138	3,003	3,353
001-1010-515.48-00	Promotional Activities	255	277	70	330	330
001-1010-515.49-00	Other Charges/Obligations	1,166	2,218	5,973	8,779	6,050
001-1010-515.51-00	Office Supplies	1,051	1,246	615	2,376	2,000
001-1010-515.52-00	Operating Supplies	211	13	624	-	700
001-1010-515.52-01	Operating Supplies - Gasoline/Diesel/Lubric	2,160	1,072	834	1,820	1,820
001-1010-515.52-05	Operating Supplies - Uniforms	-	-	120	-	120
001-1010-515.54-01	Books/Pubs/Subsc/Memb - Prof Dues	1,917	2,039	2,196	3,051	3,021
001-1010-515.54-02	Books/Pubs/Subsc/Memb - Conf/Seminar	180	200	375	2,625	2,625
001-1010-515.54-05	Books/Pubs/Subsc/Memb - Metro Plan	26,523	26,934	27,755	28,450	28,624
	Subtotal Operating	46,488	48,151	59,948	175,395	74,117
Total Planning		\$ 660,241	\$ 704,458	\$ 732,859	\$ 872,216	\$ 859,298

COMMUNITY IMPROVEMENT





Mission Statement

To enhance the quality of life, preserve and protect neighborhoods by strengthening civic responsibility, education and enforcement of the City Code. To promote voluntary compliance by establishing partnerships with citizens, businesses and other agencies.

Role of Community Improvement

The Community Improvement Department assists the citizens of Sanford in keeping their neighborhoods in compliance with City codes. Keeping properties code compliant, protects and enhances property values and makes the City a more attractive place to live, work and shop.

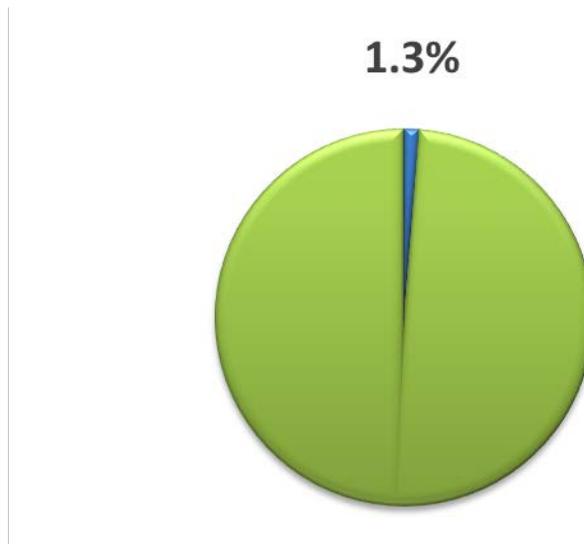
Community Improvement is primarily responsible for enforcement of most of the City’s Code of Ordinances and Land Development Codes. The Community Improvement office completes proactive inspections in the City and receives complaints from citizens with the goal of achieving cooperative compliance. Cases that go unresolved by the responsible party may go to the City’s Special Magistrate for action.

Summary

Expenditures	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Salaries	\$ 271,747	\$ 290,448	\$ 282,050	\$ 306,356
Benefits	81,898	94,198	94,252	119,077
Operating	81,956	66,430	140,302	139,099
Supplies	9,000	12,686	13,275	14,175
Capital	-	-	-	-
Total	\$ 444,601	\$ 463,762	\$ 529,879	\$ 578,707

Funding Source				
General Fund	\$ 444,601	\$ 463,762	\$ 529,879	\$ 578,707
Total	\$ 444,601	\$ 463,762	\$ 529,879	\$ 578,707

Community Improvement as a percentage of General Fund



Our Accomplishments in 2016-17

- ❖ Collected \$46,094 in outstanding code enforcement liens through the Lien Amnesty Programs which allowed 26 properties to be brought into code compliance.
- ❖ 2,102 code complaints were investigated by code enforcement officers.
- ❖ Collected \$169,100 in vacant property registration fees.

Goals and Objectives for 2017-18

- ❖ Advancing Technology - Keeping up with the available technological advances as they become available.
- ❖ Educate the Public on what code enforcement does - continue to speak to HOA's, civic and neighborhood groups to educate the community on our goal of voluntary compliance.
- ❖ Partner with other departments to reach our common goals.
- ❖ Training - provide continued training to code enforcement officers to ensure we perform in a fair, professional and courteous manner.
- ❖ Establish and maintain a proactive environment to help solve community problems and provide creative and effective Code Enforcement.

COMMUNITY IMPROVEMENT Performance Measures

Activity	Actual 2014-2015	Actual 2015-2016	Expected 2016-2017	Proposed 2017-2018
Numer of code compliants received	1,740	1,998	2,000	2,010
Numer of cases taken to Special Magistrate	357	366	365	365
Number of cases closed by compliance	1,314	1,439	1,440	1,450
Number of cases fine imposed	28	34	30	30
Number of cases abated by city	187	208	120	235

Authorized Positions

	Grade	Funded 2016	Funded 2017	+/-	Funded 2018	Authorized & Unfunded
Community Improvement Director**	431	0.64	0.64	0.11	0.75	-
Administrative Coordinator	413	1.00	1.00	-	1.00	-
Code Enforcement Officer	413	4.00	4.00	-	4.00	-
Total		5.64	5.64	0.11	5.75	-

** Split between funds or departments/divisions

Community Improvement						
Account	Description	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2018 Final Budget
Personnel						
001-1103-519.12-00	Regular Salaries & Wages	270,972	266,624	284,723	273,378	297,024
001-1103-519.12-02	Regular Salaries - Additional Pays	5,738	4,878	4,625	3,072	3,600
001-1103-519.12-06	Reg Salaries - Opt Out Health Insurance	1,200	200	1,100	1,200	1,200
001-1103-519.14-00	Overtime	46	45	-	4,400	4,532
001-1103-519.21-00	FICA/Medicare Taxes	19,720	19,878	21,332	21,634	23,498
001-1103-519.22-01	Retirement Contributions - FRS	25,922	28,859	31,710	31,343	36,897
001-1103-519.23-00	Medical Insurance	31,027	30,057	37,348	37,547	54,401
001-1103-519.23-02	Medical Insurance - Life & ST Disability	1,279	1,228	1,595	1,388	1,507
001-1103-519.24-00	Worker's Compensation	3,031	1,876	2,213	2,340	2,774
	Subtotal Personnel Services	358,935	353,645	384,646	376,302	425,433
Operating						
001-1103-519.31-00	Professional Services	5,530	5,276	6,710	6,500	7,800
001-1103-519.34-01	Other Contractual Services - Lot Mowing	18,415	10,284	16,827	36,000	44,000
001-1103-519.34-02	Other Contractual Services - Landfill Fees	26,321	27,641	-	48,000	40,000
001-1103-519.40-00	Travel & Per Diem	-	-	-	1,073	1,073
001-1103-519.41-00	Communications Services	4,706	5,221	5,398	5,443	5,443
001-1103-519.42-00	Postage & Transportation	9,553	9,718	10,271	10,000	10,000
001-1103-519.44-00	Rentals & Leases	1,639	1,573	1,573	1,574	1,574
001-1103-519.45-01	Insurance - Operating Liability	1,044	1,116	1,814	2,026	2,847
001-1103-519.45-02	Insurance - Auto Liability	1,489	1,494	1,723	1,586	1,862
001-1103-519.46-00	Repair & Maintenance Services	13,813	13,229	16,096	15,800	12,200
001-1103-519.47-00	Printing & Binding	402	834	633	800	800
001-1103-519.49-00	Other Charges/Obligations	8,233	5,570	5,385	11,500	11,500
001-1103-519.51-00	Office Supplies	1,667	849	1,339	3,000	3,000
001-1103-519.52-00	Operating Supplies	1,809	2,037	5,475	3,000	3,000
001-1103-519.52-01	Operating Supplies - Gasoline/Diesel/Lubric	4,798	2,930	2,653	3,000	3,900
001-1103-519.52-05	Operating Supplies - Uniforms	1,038	1,392	1,252	1,500	1,500
001-1103-519.54-01	Books/Pubs/Subsc/Memb - Prof Dues	175	175	397	275	275
001-1103-519.54-02	Books/Pubs/Subsc/Memb - Conf/Seminar	565	1,575	1,570	2,500	2,500
001-1103-519.54-03	Books/Pubs/Subsc/Memb - Subscriptions	-	42	-	-	-
	Subtotal Operating	101,197	90,956	79,116	153,577	153,274
Total Community Improvement		\$ 460,132	\$ 444,601	\$ 463,762	\$ 529,879	\$ 578,707

The Community Improvement Department also oversees the Low Income Home Energy Assistance Program (LIHEAP) grant program. LIHEAP provides grants to local governments to assist eligible low-income households in meeting the cost of home heating and cooling. The LIHEAP budget for 2018 is \$914,319.

Authorized Positions

LIHEAP (Grant Funded)	Grade	Funded 2016	Funded 2017	+/-	Funded 2018	Authorized & Unfunded
Community Improvement Director**	431	0.36	0.36	(0.11)	0.25	-
Customer Service Supervisor	412	1.00	1.00	-	1.00	-
Administrative Specialist I	406	1.00	1.00	-	1.00	-
LIHEAP Outreach Technician	403	1.00	1.00	-	1.00	1.00
Total		3.00	3.36	(0.11)	3.25	1.00

** Split between funds or departments/divisions

The budget for this program is located in the Special Revenue Fund section of this budget document.

Our Accomplishments in 2016-17

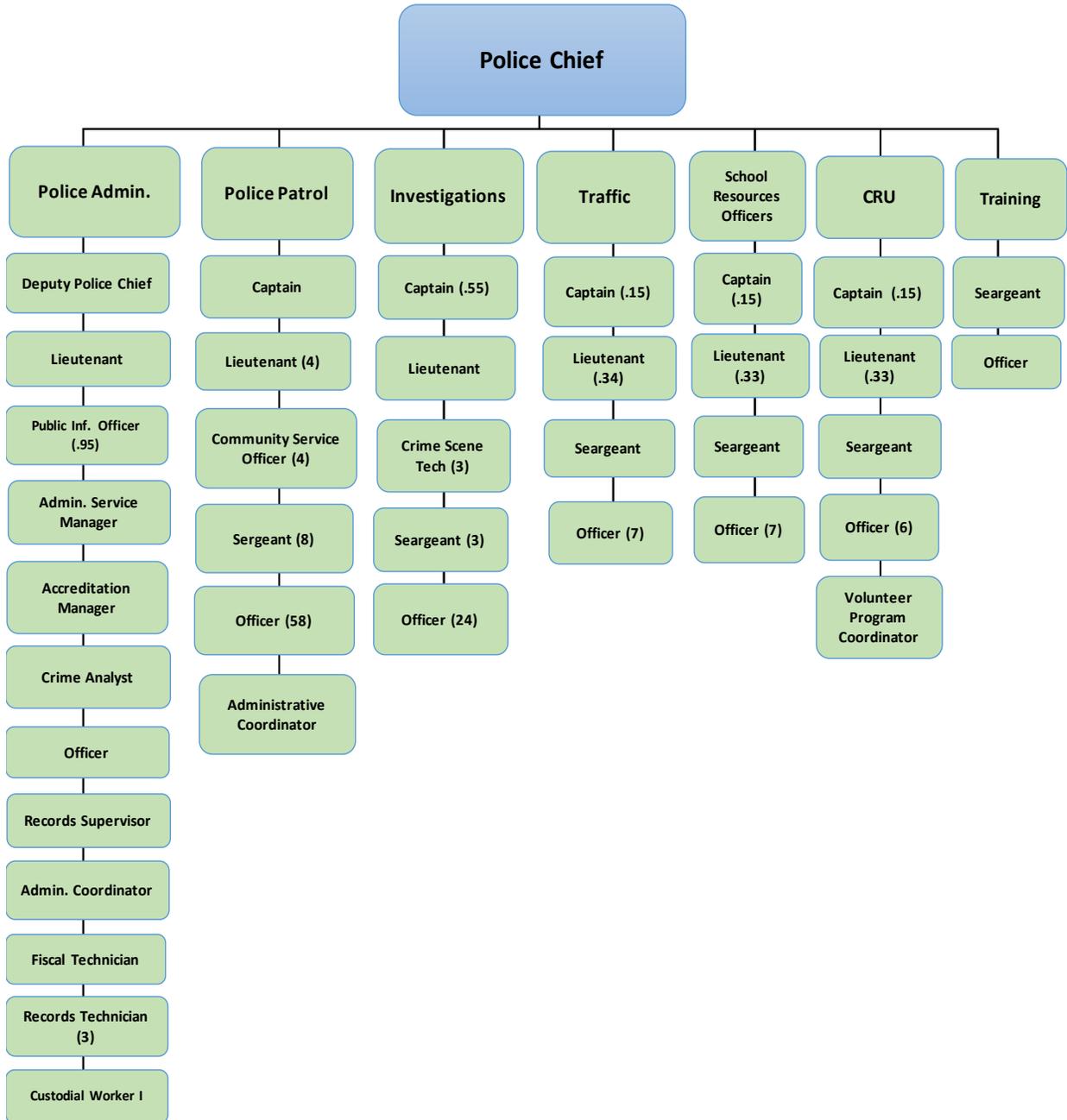
- ❖ Provided supplemental energy assistance to 1,672 families in Seminole County.

Goals and Objectives for 2017-18

- ❖ Expend at least 95% of our client service funding.
- ❖ Conduct two outreach programs this year.

LIHEAP Performance Measures				
Activity	Actual 2014-2015	Actual 2015-2016	Expected 2016-2017	Proposed 2017-2018
Number of clients served	2,252	2,203	1,822	1,925
Percentage of funding expended for services	93%	97%	85%	95%

POLICE DEPARTMENT





Mission Statement

It is the mission of the Sanford Police Department to enhance the quality of life in our city by working in partnership with the community, within the framework of the constitution, to enforce the laws, preserve the peace, reduce fear, and provide a safe environment.

Vision

The Sanford Police Department, in partnership with the community, is committed to providing and maintaining a highly motivated, professional police agency, thereby making our neighborhoods safe to all.

Values

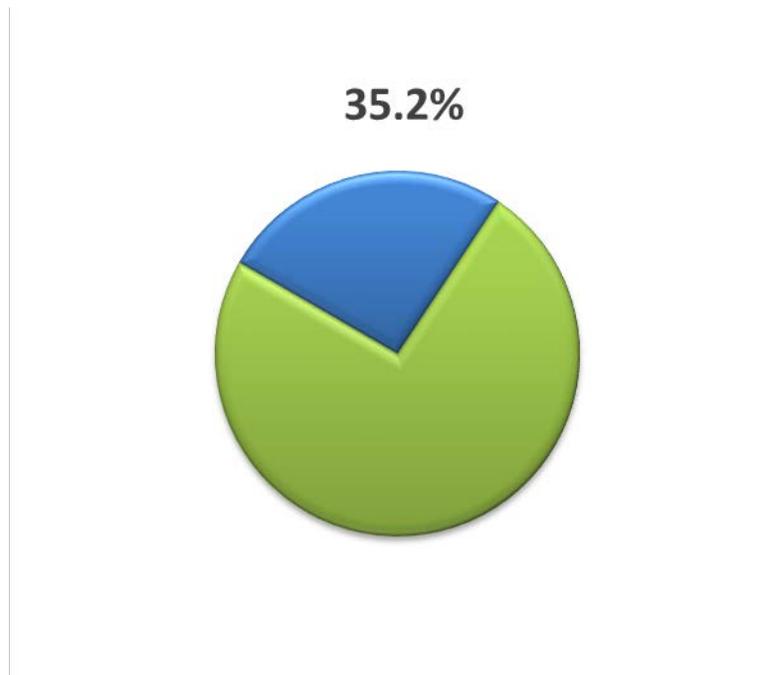
- Honesty and integrity in personal and professional relationships.
- Respect for the worth and dignity of persons, freedoms and property.
- Moral conviction to excellence in service through tolerance and hard work.
- Positive enthusiasm, recognizing and welcoming creativity and warranted change.
- Faith and support of the constitution and the laws associated with our chosen profession.
- Courage to officiate duties regardless of ridicule, scorn or danger.

Summary

Expenditures	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Salaries	\$ 7,818,148	\$ 7,832,542	\$ 7,743,561	\$ 8,779,819
Benefits	3,376,038	3,332,391	3,712,459	4,513,641
Operating	1,517,566	1,615,401	1,772,126	1,774,638
Supplies	593,456	542,616	578,032	666,606
Capital	-	-	-	-
Total	\$ 13,305,208	\$ 13,322,950	\$ 13,806,178	\$ 15,734,704

Funding Source				
General Fund	\$ 13,305,208	\$ 13,322,950	\$ 13,806,178	\$ 15,734,704
Total	\$ 13,305,208	\$ 13,322,950	\$ 13,806,178	\$ 15,734,704

Police Department as a percentage of General Fund



With a total workforce of 150 employees, 130 of which are sworn officers, the Police Department is the largest department in number of employees. This reflects the nature of this 24/7 operation and the deep commitment of our citizens to a safe community.

A Fully Accredited Police Department

The Sanford Police Department has been accredited through the Commission for Florida Law Enforcement Accreditation since February 2005. The Sanford Police Department was assessed and successfully reaccredited during February 2008 and September 2012. Accreditation has long been recognized as a means of maintaining the highest standards of professionalism. Accreditation is the certification by an independent reviewing authority that an entity has met specific requirements and prescribed standards. Schools, universities, and hospitals are some of the most well-known organizations that are required to maintain accreditation. Since 1993 law enforcement agencies in Florida have attained accredited status through the Commission for Florida Law Enforcement Accreditation, Inc. To maintain law enforcement accreditation, the Sanford Police Department is required to comply with over 250 professional standards.

Police Department Combined						
Account	Description	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2018 Final Budget
Personnel						
001-2020-521.12-00	Regular Salaries & Wages	7,063,075	7,153,435	7,089,586	7,092,028	8,114,210
001-2020-521.12-02	Regular Salaries - Additional Pays	95,690	110,853	130,173	123,967	121,953
001-2020-521.12-05	Regular Salaries - Incentive Bonus	-	-	-	2,328	3,492
001-2020-521.12-06	Reg Salaries - Opt Out Health Insurance	27,400	27,300	26,460	20,988	20,952
001-2020-521.14-00	Overtime	227,343	271,914	343,725	396,843	416,630
001-2020-521.15-00	Special Pay	32,726	36,573	44,379	37,856	33,410
001-2020-521.15-02	Special Pay - Police State Incentive	70,081	72,723	69,305	60,096	62,045
001-2020-521.15-07	Special Pay - Mortgage Assistance	24,570	12,947	7,746	9,455	7,127
001-2020-521.21-00	FICA/Medicare Taxes	560,943	572,912	575,557	592,089	670,558
001-2020-521.22-01	Retirement Contributions - FRS	68,902	69,672	76,518	77,648	81,867
001-2020-521.22-02	Retirement Contributions - Police Pension	2,163,298	1,907,608	1,758,701	1,844,062	2,092,348
001-2020-521.22-06	Retirement Contributions - City Cont ICMA	17,471	17,653	17,344	18,245	18,764
001-2020-521.23-00	Medical Insurance	799,935	780,518	868,989	1,013,376	1,443,625
001-2020-521.23-02	Medical Insurance - Life & ST Disability	19,429	19,466	19,120	19,127	20,898
001-2020-521.24-00	Worker's Compensation	136,451	136,212	137,330	147,912	185,581
001-2020-521.25-00	Unemployment Compensation	875	4,400	-	-	-
	Subtotal Personnel Services	11,308,189	11,194,186	11,164,933	11,456,020	13,293,460
Operating						
001-2020-521.31-00	Professional Services	5,993	634	6,516	1,800	3,300
001-2020-521.34-00	Other Contractual Services	521,078	532,193	557,188	585,875	644,380
001-2020-521.40-00	Travel & Per Diem	2,476	(108)	1,970	1,000	21,405
001-2020-521.41-00	Communications Services	182,194	180,871	193,535	207,837	211,146
001-2020-521.42-00	Postage & Transportation	2,433	1,518	1,611	2,651	2,651
001-2020-521.43-00	Utility Services	96,181	96,174	94,090	96,474	96,474
001-2020-521.44-00	Rentals & Leases	118,802	160,497	160,592	167,695	168,134
001-2020-521.45-01	Insurance - Operating Liability	42,281	38,025	73,137	74,843	86,580
001-2020-521.45-02	Insurance - Auto Liability	49,851	51,654	55,462	54,336	73,617
001-2020-521.46-00	Repair & Maintenance Services	323,982	355,532	388,237	490,305	361,988
001-2020-521.47-00	Printing & Binding	16,575	10,204	12,833	18,530	17,183
001-2020-521.48-00	Promotional Activities	349	13,309	15,858	20,000	40,000
001-2020-521.49-00	Other Charges/Obligations	26,851	77,063	54,372	50,780	47,780
001-2020-521.51-00	Office Supplies	27,793	17,462	13,795	22,273	20,845
001-2020-521.52-00	Operating Supplies	102,244	180,599	179,386	177,412	174,882
001-2020-521.52-01	Operating Supplies - Gasoline/Diesel/Lubric	452,640	318,839	252,409	315,409	336,556
001-2020-521.52-05	Operating Supplies - Uniforms	46,964	72,869	99,084	59,998	59,998
001-2020-521.54-01	Books/Pubs/Subsc/Memb - Prof Dues	1,603	1,392	910	510	7,170
001-2020-521.54-02	Books/Pubs/Subsc/Memb - Conf/Seminar	450	-	100	-	4,100
001-2020-521.54-03	Books/Pubs/Subsc/Memb - Subscriptions	2,303	2,295	(3,068)	2,430	2,430
001-2020-521.54-04	Books/Pubs/Subsc/Memb - Subscriptions	-	-	-	-	60,625
	Subtotal Operating	2,023,043	2,111,022	2,158,017	2,350,158	2,441,244
Total Police		\$ 13,331,232	\$ 13,305,208	\$ 13,322,950	\$ 13,806,178	\$ 15,734,704

Administration

The Administration Division coordinates and directs department activities which relate to budget and fiscal control, personnel administration, data collection, records management, training, accreditation and public relations. The training unit is responsible for handling recruitment and testing, career development, both in-house and external training classes, promotional testing and training documentation for all employees, as well as assisting outside organizations in their pursuit for professional training.

Summary

Expenditures	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Salaries	\$ 798,033	\$ 827,764	\$ 777,345	\$ 819,904
Benefits	277,832	276,751	262,305	357,672
Operating	388,213	382,874	352,932	386,778
Supplies	65,587	64,607	36,040	48,703
Capital	-	-	-	-
Total	\$ 1,529,665	\$ 1,551,996	\$ 1,428,622	\$ 1,613,057

Funding Source				
General Fund	\$ 1,529,665	\$ 1,551,996	\$ 1,428,622	\$ 1,613,057
Total	\$ 1,529,665	\$ 1,551,996	\$ 1,428,622	\$ 1,613,057

Our Accomplishments in 2016-17

- ❖ Active Shooter Kits provided to every officer.
- ❖ Body Camera Room upgrade.
- ❖ M4 Rifle Lights for all Officers.
- ❖ Capital funding totaling \$653,453, enabled the purchase of eleven new Police Vehicles: Patrol (07), K-9 (02), Unmarked (01), Traffic Enforcement (01), Crime Scene Vehicle (01), All Terrain Vehicle (01). Also (40) additional body cameras have been ordered. These will achieve the goal of every officer being issued a body camera. The purchase of two additional Police K-9's. Seven Additional Tasers, Conversion Kits for the Sig Sauer Simulation Training Handguns, Purchase of RUVIS - a fingerprint detection and collection device. Upgrading of the Public Fingerprinting Machine. Body Camera Room Upgrades.

- ❖ Renewing of lease for seven (07) Police Motorcycles.
- ❖ Community Relations Unit directly participated in 460 community outreach events fostering a closer more productive and trusting relationship with the community.

Goals and Objectives for 2017-18

- ❖ Safe Community by Reducing Serious Crime, Improving Traffic Safety and Utilizing Technology.
- ❖ Fostering Community Partnerships.
- ❖ Promote Employee Development & Wellness.
- ❖ Employee Retention.

POLICE ADMINISTRATION (2022)				
Performance Measures				
Activity	Actual 2014-2015	Actual 2015-2016	Expected 2016-2017	Proposed 2017-2018
Internal Complaints	22	55	39	21
Citizen Complaints	8	11	10	7
Crime Analyst Inquiries	526	769	647	700
Number of Officer Body Cameras Deployed	80	80	90	133

Authorized Positions

	Grade	Funded 2016	Funded 2017	+/-	Funded 2018	Authorized & Unfunded
Police Chief	432	1.00	1.00	-	1.00	-
Deputy Police Chief	216	1.00	1.00	-	1.00	-
Lieutenant	213	1.00	1.00	-	1.00	-
Public Information Officer **	422	0.95	0.95	-	0.95	-
Administrative Services Manager	422	1.00	1.00	-	1.00	-
Support Services Supervisor		-	-	-	-	1.00
Accreditation Manager	416	1.00	1.00	-	1.00	-
Crime Analyst	416	1.00	1.00	-	1.00	-
Officer	205	1.00	1.00	-	1.00	-
Records Supervisor	412	1.00	1.00	-	1.00	-
Administrative Coordinator	413	1.00	1.00	-	1.00	-
Fiscal Technician	410	1.00	1.00	-	1.00	-
Records Technician	409	3.00	3.00	-	3.00	-
Administrative Specialist I	406	-	-	-	-	1.00
Custodial Worker I	302	1.00	1.00	-	1.00	-
Total		14.95	14.95	-	14.95	2.00

** Split between funds or departments/divisions

Police Administration						
Account	Description	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2018 Final Budget
Personnel						
001-2022-521.12-00	Regular Salaries & Wages	773,241	756,513	776,905	766,402	810,222
001-2022-521.12-02	Regular Salaries - Additional Pays	4,600	5,538	9,270	6,752	4,831
001-2022-521.12-06	Reg Salaries - Opt Out Health Insurance	2,400	2,400	2,905	2,328	2,328
001-2022-521.14-00	Overtime	10,377	31,653	33,414	-	-
001-2022-521.15-00	Special Pay	(4)	-	3,420	-	1,009
001-2022-521.15-02	Special Pay - Police State Incentive	1,929	1,929	1,850	1,863	1,514
001-2022-521.15-07	Special Pay - Mortgage Assistance	3,600	-	-	-	-
001-2022-521.21-00	FICA/Medicare Taxes	59,148	59,176	61,511	59,076	62,123
001-2022-521.22-01	Retirement Contributions - FRS	33,356	30,611	31,838	32,880	36,794
001-2022-521.22-02	Retirement Contributions - Police Pension	68,619	71,732	63,668	36,865	71,269
001-2022-521.22-06	Retirement Contributions - City Cont ICMA	17,471	17,653	17,344	18,245	18,764
001-2022-521.23-00	Medical Insurance	84,194	86,296	89,745	101,648	154,972
001-2022-521.23-02	Medical Insurance - Life & ST Disability	3,463	3,748	3,802	3,566	3,736
001-2022-521.24-00	Worker's Compensation	7,374	8,616	8,843	10,025	10,014
	Subtotal Personnel Services	1,069,768	1,075,865	1,104,515	1,039,650	1,177,576
Operating						
001-2022-521.31-00	Professional Services	1,092	-	5,801	300	300
001-2022-521.34-00	Other Contractual Services	-	1,538	-	828	828
001-2022-521.40-00	Travel & Per Diem	2,485	(114)	(531)	-	-
001-2022-521.41-00	Communications Services	24,817	39,725	24,758	21,038	21,038
001-2022-521.42-00	Postage & Transportation	2,433	1,518	1,534	2,651	2,651
001-2022-521.43-00	Utility Services	96,181	96,174	94,090	96,474	96,474
001-2022-521.44-00	Rentals & Leases	19,031	17,125	17,996	17,338	17,338
001-2022-521.45-01	Insurance - Operating Liability	42,281	38,025	73,137	74,843	86,580
001-2022-521.45-02	Insurance - Auto Liability	1,426	1,431	1,586	2,176	2,945
001-2022-521.46-00	Repair & Maintenance Services	96,983	116,640	114,129	103,684	105,024
001-2022-521.47-00	Printing & Binding	4,635	2,836	4,525	4,198	4,198
001-2022-521.48-00	Promotional Activities	349	13,309	15,485	20,000	40,000
001-2022-521.49-00	Other Charges/Obligations	8,452	60,006	30,364	9,402	9,402
001-2022-521.51-00	Office Supplies	14,751	8,207	6,431	6,591	6,591
001-2022-521.52-00	Operating Supplies	13,580	20,141	29,145	15,270	15,270
001-2022-521.52-01	Operating Supplies - Gasoline/Diesel/Lubric	12,862	31,488	24,798	11,603	10,276
001-2022-521.52-05	Operating Supplies - Uniforms	3,457	4,189	3,483	1,846	1,846
001-2022-521.54-01	Books/Pubs/Subsc/Memb - Prof Dues	1,603	1,342	750	510	4,300
001-2022-521.54-02	Books/Pubs/Subsc/Memb - Conf/Seminar	450	-	-	-	3,800
001-2022-521.54-03	Books/Pubs/Subsc/Memb - Subscriptions	428	220	-	220	220
001-2022-521.54-04	Books/Pubs/Subsc/Memb - School Tuition	-	-	-	-	6,400
	Subtotal Operating	347,296	453,800	447,481	388,972	435,481
Total Police Administration		\$ 1,417,064	\$ 1,529,665	\$ 1,551,996	\$ 1,428,622	\$ 1,613,057

Patrol Operations

The Patrol Division is committed to preventing and reducing crime, protecting our citizens from harm and providing assistance to those in need. They are responsible for general field operations, including the protection of life and property, the apprehension of criminals, and the enforcement of state and municipal traffic laws. Community Service Officers (CSO's) respond to minor crime scenes, traffic crashes, and conduct initial scene investigation and evidence processing. With CSO's responding to some of the non-emergency calls, sworn officers are available for emergency calls. This allows for quicker response times and more time with victims.

Summary

Expenditures	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Salaries	\$ 3,781,806	\$ 3,716,281	\$ 3,548,351	\$ 3,787,260
Benefits	1,604,145	1,569,176	1,711,942	1,886,821
Operating	770,989	868,181	990,280	931,673
Supplies	325,341	304,080	287,431	312,904
Capital	-	-	-	-
Total	\$ 6,482,281	\$ 6,457,718	\$ 6,538,004	\$ 6,918,658

Funding Source				
General Fund	\$ 6,482,281	\$ 6,457,718	\$ 6,538,004	\$ 6,918,658
Total	\$ 6,482,281	\$ 6,457,718	\$ 6,538,004	\$ 6,918,658

Our Accomplishments in 2016-17

- ❖ Eleven New Patrol Vehicles.
- ❖ Two New K-9's bring total K-9's to four.
- ❖ Additional Automatic License Plate Reader (ALPR).

Goals and Objectives for 2017-18

- ❖ Safe Community by Reducing Serious Crime, Improving Traffic Safety and Utilizing Technology.
- ❖ Fostering Community Partnerships.
- ❖ Promote Employee Development & Wellness.
- ❖ Employee Retention.

PATROL OPERATIONS (2023)				
Performance Measures				
Activity	Actual 2014-2015	Actual 2015-2016	Expected 2016-2017	Proposed 2017-2018
Total Call for Service	130,052	127,543	125,000	125,000
Officer Initiated Calls	61,913	51,384	52,789	55,000
# Citations/ Warnings Issued	18,675	16,358	20,000	22,000
# Part 1 Crimes	3,224	3,266	3,000	2,900
Total Number of Reports Generated	15,639	18,088	20,000	22,000
Average Reponse Time to Priority 1 Calls (min)	3.5	3.2	3	3

Authorized Positions

	Grade	Funded 2016	Funded 2017	+/-	Funded 2018	Authorized & Unfunded
Sergeant	209	8.00	8.00	-	8.00	2.00
Captain	214	1.00	1.00	-	1.00	-
Lieutenant	213	4.00	4.00	-	4.00	-
Administrative Coordinator	413	1.00	1.00	-	1.00	-
Community Service Officer	411	4.00	4.00	-	4.00	1.00
Officer	205	52.00	58.00	-	58.00	1.00
Officer - 2011 Cops Grant Funded	205	6.00	-	-	-	-
Total		76.00	76.00	-	76.00	4.00

Patrol Operations						
Account	Description	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2018 Final Budget
Personnel						
001-2023-521.12-00	Regular Salaries & Wages	3,582,225	3,192,034	3,112,951	3,156,537	3,406,272
001-2023-521.12-02	Regular Salaries - Additional Pays	49,565	56,504	72,312	66,257	58,047
001-2023-521.12-06	Reg Salaries - Opt Out Health Insurance	14,200	12,729	10,425	10,512	9,312
001-2023-521.14-00	Overtime	103,163	99,225	128,852	247,394	262,695
001-2023-521.15-00	Special Pay	21,137	21,456	26,312	25,458	18,431
001-2023-521.15-02	Special Pay - Police State Incentive	40,020	37,493	35,760	35,066	27,704
001-2023-521.15-07	Special Pay - Mortgage Assistance	9,370	6,147	3,673	7,127	4,799
001-2023-521.21-00	FICA/Medicare Taxes	284,266	254,281	252,794	271,504	289,177
001-2023-521.22-01	Retirement Contributions - FRS	15,282	16,875	14,596	18,417	16,270
001-2023-521.22-02	Retirement Contributions - Police Pension	1,206,664	906,609	842,906	888,194	901,872
001-2023-521.23-00	Medical Insurance	406,890	350,292	387,519	456,470	588,781
001-2023-521.23-02	Medical Insurance - Life & ST Disability	9,356	8,051	7,494	7,854	7,774
001-2023-521.24-00	Worker's Compensation	73,713	63,637	63,867	69,503	82,947
001-2023-521.25-00	Unemployment Compensation	875	4,400	-	-	-
	Subtotal Personnel Services	5,816,726	5,029,733	4,959,461	5,260,293	5,674,081
Operating						
001-2023-521.31-00	Professional Services	983	634	715	1,500	3,000
001-2023-521.34-00	Other Contractual Services	520,250	530,655	557,188	585,047	643,552
001-2023-521.40-00	Travel & Per Diem	-	-	290	-	-
001-2023-521.41-00	Communications Services	95,691	77,715	104,764	102,876	102,876
001-2023-521.44-00	Rentals & Leases	3,095	2,862	2,862	2,862	2,862
001-2023-521.45-02	Insurance - Auto Liability	27,771	27,867	30,898	31,118	41,961
001-2023-521.46-00	Repair & Maintenance Services	126,983	122,022	158,369	246,955	126,005
001-2023-521.47-00	Printing & Binding	5,088	5,051	3,629	11,126	5,621
001-2023-521.48-00	Promotional Activities	-	-	373	-	-
001-2023-521.49-00	Other Charges/Obligations	4,967	4,183	9,093	8,796	5,796
001-2023-521.51-00	Office Supplies	1,574	1,178	594	4,774	3,328
001-2023-521.52-00	Operating Supplies	51,831	103,156	89,418	76,997	78,467
001-2023-521.52-01	Operating Supplies - Gasoline/Diesel/Lubric	253,464	163,505	129,966	171,206	179,830
001-2023-521.52-05	Operating Supplies - Uniforms	31,938	56,413	86,540	33,230	33,230
001-2023-521.54-01	Books/Pubs/Subsc/Memb - Prof Dues	-	-	-	-	200
001-2023-521.54-03	Books/Pubs/Subsc/Memb - Subscriptions	1,050	1,089	(2,438)	1,224	1,224
001-2023-521.54-04	Books/Pubs/Subsc/Memb - School Tuition	-	-	-	-	16,625
	Subtotal Operating	1,124,685	1,096,330	1,172,261	1,277,711	1,244,577
Total Police Patrol		\$ 6,941,411	\$ 6,126,063	\$ 6,131,722	\$ 6,538,004	\$ 6,918,658

Police COPS Grant						
Account	Description	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2018 Final Budget
Personnel						
001-2029-521.12-00	Regular Salaries & Wages	197,107	222,615	203,728	-	-
001-2029-521.12-06	Reg Salaries - Opt Out Health Insurance	1,200	1,200	1,100	-	-
001-2029-521.21-00	FICA/Medicare Taxes	14,805	16,958	15,526	-	-
001-2029-521.22-02	Retirement Contributions - Police Pension	78,047	77,308	64,794	-	-
001-2029-521.23-00	Medical Insurance	27,650	33,180	36,286	-	-
001-2029-521.23-02	Medical Insurance - Life & ST Disability	458	533	512	-	-
001-2029-521.24-00	Worker's Compensation	3,982	4,424	4,050	-	-
	Subtotal Personnel Services	323,249	356,218	325,996	-	-
Total Police COPS Grant		\$ 323,249	\$ 356,218	\$ 325,996	\$ -	\$ -

Strategic Services

The Strategic Services Division consists of Investigations, Traffic Unit, Community Relations Unit, Neighborhood Response Unit, School Resource Officers, Crime Scene Technicians and Volunteers. The Investigations Unit is responsible for the active investigation of reported crimes by both overt and covert methods. These actions result in the apprehension of offenders. The Neighborhood Response Unit is comprised of Uniformed Tactical Investigators who focus upon violent crimes and quality of life issues surrounding vice and narcotic offenses occurring in and around the city. The Traffic Unit provides traffic control for the City by writing citations for traffic violations, working traffic crashes and conducting traffic homicide investigations.

The Traffic Unit is also responsible for conducting speed assessments, traffic control inquires and planning. The Community Relations Unit enhances communication and relations between the police and citizens, as well as our businesses. They are here to help communities establish active Neighborhood Watch programs, assist businesses and homeowners with preventing crime, and work with the patrol officers to address neighborhood issues and facilitate problem-solving methods. The Community Relations Unit also specializes in response to the needs of the homeless, elder services and Hispanic outreach.

The ten School Resource Officers are assigned to assist school administrators and staff, students, parents, and nearby residents in ensuring that the school environment remains safe from crime and disorder. There is now one Resource Officer in each of the ten schools. The Volunteer Unit allows law enforcement officers to focus on policing and enforcement activities by providing supplemental non-enforcement support services. Volunteers provide a value-added level of support by donating 6,767.25 hours of their personal time, assisting the Department in a wide range of roles and functions including Citizens on Patrol, Bicycle Patrol, Assistance with Administrative Duties, at a savings of \$160,018.49. The Crime Scene Unit is responsible for documenting crime scenes; identifying, collecting, and preserving evidence.

Police Investigations

Summary

Expenditures	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Salaries	\$ 1,513,800	\$ 1,379,231	\$ 1,455,757	\$ 1,680,589
Benefits	709,093	602,850	679,499	848,808
Operating	213,731	239,360	267,414	273,514
Supplies	97,028	92,118	122,465	141,253
Capital	-	-	-	-
Total	\$ 2,533,652	\$ 2,313,559	\$ 2,525,135	\$ 2,944,164

Funding Source				
General Fund	\$ 2,533,652	\$ 2,313,559	\$ 2,525,135	\$ 2,944,164
Total	\$ 2,533,652	\$ 2,313,559	\$ 2,525,135	\$ 2,944,164

Our Accomplishments in 2016-17

- ❖ Electronic fingerprint detection and collection equipment (RUVIS).
- ❖ Tactical Surveillance Equipment (Grant Funded).
- ❖ 2763 Community Outreach Activities - included business contacts, walk and talks and community meetings.
- ❖ Processed 1,792 investigations.
- ❖ Assigned School Resource Officer to all ten schools within Sanford as requested by the Seminole County School Board.
- ❖ Police Department volunteers have donated 6,767.25 hours. Using the nationally calculated volunteer monetary value of \$21.61/hours the total donated value = \$160,018.49.
- ❖ Investigation clearance rate was 34% - among the highest in Seminole County.

Goals and Objectives for 2017-18

- ❖ Safe Community by Reducing Serious Crime, Improving Traffic Safety and Utilizing Technology.
- ❖ Fostering Community Partnerships.
- ❖ Promote Employee Development & Wellness.
- ❖ Employee Retention.

Strategic Services (2024, 2031, 2032, 2033, 2041) Performance Measures				
Activity	Actual 2014-2015	Actual 2015-2016	Expected 2016-2017	Proposed 2017-2018
# Homicide cases assigned to CID	2	6	3	0
# Homicide cases cleared by Arrest/ Capias	0	3	0	0
# Agg. Assault cases assigned to CID	60	60	55	54
# Agg. Assault cases cleared by Arrest/ Capias	17	21	15	14
# Robbery cases assigned to CID	107	110	105	104
# Robbery cases cleared by Arrest/ Capias	22	9	8	7
# Sexual Assault cases assigned to CID	48	40	35	34
#Sexual Assault cases cleared by Arrest/ Capias	14	15	10	9
# Burglary cases assigned to CID	478	364	350	349
# Burglary cases cleared by Arrest/ Capias	28	4	3	2
# Larceny cases assigned to CID	748	617	600	599
# Larceny cases cleared by Arrest/ Capias	75	23	20	19
Citations Issued	13,150	18,675	16,358	17,000
# of Part 1 Crimes	3,593	3,224	3,266	3,500
Training Hours	7,814	2,051	14,000	14,000
FTO Training Hours	12,520	10,834	10,000	10,000
Number of CRU Outreach Events/Meetings	80	90	460	500

Authorized Positions

	Grade	Funded 2016	Funded 2017	+/-	Funded 2018	Authorized & Unfunded
Sergeant	209	3.00	3.00	-	3.00	-
Captain **	214	0.55	0.55	-	0.55	-
Lieutenant	213	1.00	1.00	-	1.00	-
Crime Scene/Evidence Technician	413	2.00	3.00	-	3.00	-
Investigative Aide	413	-	-	-	-	1.00
Evidence Technician	413	1.00	-	-	-	-
Administrative Specialist II	409	-	-	-	-	1.00
Officer	205	24.00	24.00	-	24.00	-
Total		31.55	31.55	-	31.55	2.00

** Split between funds or departments/divisions

Police Investigations						
Account	Description	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2018 Final Budget
Personnel						
001-2024-521.12-00	Regular Salaries & Wages	1,646,533	1,369,727	1,234,395	1,320,093	1,531,666
001-2024-521.12-02	Regular Salaries - Additional Pays	32,439	29,021	24,217	23,106	28,228
001-2024-521.12-06	Reg Salaries - Opt Out Health Insurance	7,500	6,700	6,419	5,820	5,820
001-2024-521.14-00	Overtime	82,478	79,448	95,193	97,912	100,850
001-2024-521.15-00	Special Pay	7,388	6,722	4,220	1,940	970
001-2024-521.15-02	Special Pay - Police State Incentive	15,294	15,382	11,987	4,558	10,727
001-2024-521.15-07	Special Pay - Mortgage Assistance	8,800	6,800	2,800	2,328	2,328
001-2024-521.21-00	FICA/Medicare Taxes	133,921	113,627	103,267	111,397	128,598
001-2024-521.22-01	Retirement Contributions - FRS	20,264	19,449	27,183	23,594	25,875
001-2024-521.22-02	Retirement Contributions - Police Pension	518,772	398,681	299,206	350,506	402,737
001-2024-521.23-00	Medical Insurance	177,790	145,439	144,820	161,302	250,510
001-2024-521.23-02	Medical Insurance - Life & ST Disability	4,129	3,644	3,273	3,258	3,732
001-2024-521.24-00	Worker's Compensation	33,226	28,253	25,101	29,442	37,356
	Subtotal Personnel Services	2,688,534	2,222,893	1,982,081	2,135,256	2,529,397
Operating						
001-2024-521.31-00	Professional Services	3,707	-	-	-	-
001-2024-521.34-00	Other Contractual Services	828	-	-	-	-
001-2024-521.40-00	Travel & Per Diem	(9)	6	2,211	1,000	11,205
001-2024-521.41-00	Communications Services	32,429	30,007	32,442	46,160	46,160
001-2024-521.42-00	Postage & Transportation	-	-	77	-	-
001-2024-521.44-00	Rentals & Leases	96,676	106,910	106,134	105,495	105,934
001-2024-521.45-02	Insurance - Auto Liability	13,530	13,576	15,054	10,086	13,987
001-2024-521.46-00	Repair & Maintenance Services	62,755	53,611	66,282	72,516	61,516
001-2024-521.47-00	Printing & Binding	4,882	1,467	3,245	745	3,300
001-2024-521.49-00	Other Charges/Obligations	12,596	8,154	13,915	31,412	31,412
001-2024-521.51-00	Office Supplies	3,342	7,580	5,352	5,168	5,186
001-2024-521.52-00	Operating Supplies	18,349	15,550	28,269	32,649	28,649
001-2024-521.52-01	Operating Supplies - Gasoline/Diesel/Lubric	122,051	66,220	52,172	70,720	77,070
001-2024-521.52-05	Operating Supplies - Uniforms	5,404	7,084	6,065	13,384	13,384
001-2024-521.54-01	Books/Pubs/Subsc/Memb - Prof Dues	-	50	160	-	520
001-2024-521.54-02	Books/Pubs/Subsc/Memb - Conf/Seminar	-	-	100	-	-
001-2024-521.54-03	Books/Pubs/Subsc/Memb - Subscriptions	450	544	-	544	544
001-2024-521.54-04	Books/Pubs/Subsc/Memb - School Tuition	-	-	-	-	15,900
	Subtotal Operating	376,990	310,759	331,478	389,879	414,767
Total Police Investigations		\$ 3,065,524	\$ 2,533,652	\$ 2,313,559	\$ 2,525,135	\$ 2,944,164

Special Operations

Summary

Expenditures	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Salaries	\$ 63,578	\$ 212,991	\$ -	\$ -
Benefits	27,255	90,293	-	-
Operating	13,529	9,099	-	-
Supplies	30	-	-	-
Total	\$ 104,392	\$ 312,383	\$ -	\$ -

Funding Source				
General Fund	\$ 104,392	\$ 312,383	\$ -	\$ -
Total	\$ 104,392	\$ 312,383	\$ -	\$ -

Police Special Operations						
Account	Description	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2018 Final Budget
Personnel						
001-2030-521.12-00	Regular Salaries & Wages	863,969	61,293	201,029	-	-
001-2030-521.12-02	Regular Salaries - Additional Pays	9,086	718	2,615	-	-
001-2030-521.12-06	Reg Salaries - Opt Out Health Insurance	2,100	86	200	-	-
001-2030-521.14-00	Overtime	31,325	-	3,124	-	-
001-2030-521.15-00	Special Pay	4,205	349	1,942	-	-
001-2030-521.15-02	Special Pay - Police State Incentive	12,838	1,132	2,808	-	-
001-2030-521.15-07	Special Pay - Mortgage Assistance	2,800	-	1,273	-	-
001-2030-521.21-00	FICA/Medicare Taxes	68,803	4,785	15,902	-	-
001-2030-521.22-02	Retirement Contributions - Police Pension	291,196	9,992	45,699	-	-
001-2030-521.23-00	Medical Insurance	103,411	10,862	23,868	-	-
001-2030-521.23-02	Medical Insurance - Life & ST Disability	2,023	412	723	-	-
001-2030-521.24-00	Worker's Compensation	18,156	1,204	4,101	-	-
	Subtotal Personnel Services	1,409,912	90,833	303,284	-	-
Operating						
001-2030-521.31-00	Professional Services	211	-	-	-	-
001-2030-521.41-00	Communications Services	29,257	11,348	8,105	-	-
001-2030-521.45-02	Insurance - Auto Liability	7,124	-	-	-	-
001-2030-521.46-00	Repair & Maintenance Services	37,261	1,814	277	-	-
001-2030-521.47-00	Printing & Binding	1,970	367	717	-	-
001-2030-521.49-00	Other Charges/Obligations	836	-	-	-	-
001-2030-521.51-00	Office Supplies	8,126	-	-	-	-
001-2030-521.52-00	Operating Supplies	18,484	-	-	-	-
001-2030-521.52-01	Operating Supplies - Gasoline/Diesel/Lubric	64,263	-	-	-	-
001-2030-521.52-05	Operating Supplies - Uniforms	6,165	30	-	-	-
001-2030-521.54-03	Books/Pubs/Subsc/Memb - Subscriptions	375	-	-	-	-
	Subtotal Operating	174,072	13,559	9,099	-	-
Total Police Special Operations		\$ 1,583,984	\$ 104,392	\$ 312,383	\$ -	\$ -

Funding for Police Special Operations is now allocated under Police Traffic, School Resource Officers, Police CRU, and Police Training.

Police Traffic

Summary

Expenditures	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Salaries	\$ 445,460	\$ 294,398	\$ 499,192	\$ 543,390
Benefits	187,567	132,045	242,375	275,316
Operating	75,275	63,540	100,042	103,149
Supplies	30,199	18,788	33,955	31,455
Capital	-	-	-	-
Total	\$ 738,501	\$ 508,771	\$ 875,564	\$ 953,310

Funding Source				
General Fund	\$ 738,501	\$ 508,771	\$ 875,564	\$ 953,310
Total	\$ 738,501	\$ 508,771	\$ 875,564	\$ 953,310

Authorized Positions

	Grade	Funded 2016	Funded 2017	+/-	Funded 2018	Authorized & Unfunded
Captain **	214	0.15	0.15	-	0.15	-
Lieutenant **	213	0.34	0.34	-	0.34	-
Sergeant	209	1.00	1.00	-	1.00	-
Officer	205	7.00	7.00	-	7.00	-
Total		8.49	8.49	-	8.49	-

** Split between funds or departments/divisions

Police Traffic						
Account	Description	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2018 Final Budget
Personnel						
001-2031-521.12-00	Regular Salaries & Wages	-	418,319	275,466	464,062	511,064
001-2031-521.12-02	Regular Salaries - Additional Pays	-	6,852	6,882	8,323	7,904
001-2031-521.12-05	Regular Salaries - Incentive Bonus	-	-	-	1,164	1,164
001-2031-521.12-06	Reg Salaries - Opt Out Health Insurance	-	1,443	1,103	-	-
001-2031-521.14-00	Overtime	-	8,560	4,499	17,179	17,695
001-2031-521.15-00	Special Pay	-	2,640	1,374	1,320	980
001-2031-521.15-02	Special Pay - Police State Incentive	-	7,646	5,074	7,144	4,583
001-2031-521.21-00	FICA/Medicare Taxes	-	33,386	21,680	38,189	41,572
001-2031-521.22-02	Retirement Contributions - Police Pension	-	109,544	69,639	134,403	137,342
001-2031-521.23-00	Medical Insurance	-	35,748	34,512	58,791	83,207
001-2031-521.23-02	Medical Insurance - Life & ST Disability	-	912	599	1,010	1,068
001-2031-521.24-00	Worker's Compensation	-	7,977	5,615	9,982	12,127
	Subtotal Personnel Services	-	633,027	426,443	741,567	818,706
Operating						
001-2031-521.40-00	Travel & Per Diem	-	-	-	-	1,600
001-2031-521.41-00	Communications Services	-	5,685	5,812	11,344	11,344
001-2031-521.44-00	Rentals & Leases	-	33,600	33,600	42,000	42,000
001-2031-521.45-02	Insurance - Auto Liability	-	2,208	1,981	2,739	3,681
001-2031-521.46-00	Repair & Maintenance Services	-	31,671	21,115	43,434	43,434
001-2031-521.47-00	Printing & Binding	-	483	717	135	700
001-2031-521.49-00	Other Charges/Obligations	-	1,628	315	390	390
001-2031-521.51-00	Office Supplies	-	-	995	3,382	3,382
001-2031-521.52-00	Operating Supplies	-	7,111	848	4,628	4,628
001-2031-521.52-01	Operating Supplies - Gasoline/Diesel/Lubric	-	17,814	14,105	22,100	18,000
001-2031-521.52-05	Operating Supplies - Uniforms	-	5,121	2,840	3,692	3,692
001-2031-521.54-03	Books/Pubs/Subsc/Memb - Subscriptions	-	153	-	153	153
001-2031-521.54-04	Books/Pubs/Subsc/Memb - School Tuition	-	-	-	-	1,600
	Subtotal Operating	-	105,474	82,328	133,997	134,604
Total Police Traffic \$		\$ -	\$ 738,501	\$ 508,771	\$ 875,564	\$ 953,310

Police School Resource Officers

Summary

Expenditures	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Salaries	\$ 380,483	\$ 365,759	\$ 405,210	\$ 689,179
Benefits	157,377	175,256	220,159	393,124
Operating	21,958	19,954	22,882	33,467
Supplies	18,103	14,035	26,441	38,451
Capital	-	-	-	-
Total	\$ 577,921	\$ 575,004	\$ 674,692	\$ 1,154,221

Funding Source				
General Fund	\$ 577,921	\$ 575,004	\$ 674,692	\$ 1,154,221
Total	\$ 577,921	\$ 575,004	\$ 674,692	\$ 1,154,221

Authorized Positions

	Grade	Funded 2016	Funded 2017	+/-	Funded 2018	Authorized & Unfunded
Captain **	214	0.15	0.15	-	0.15	-
Lieutenant **	213	0.33	0.33	-	0.33	-
Sergeant	209	1.00	1.00	-	1.00	-
Officer	205	7.00	7.00	-	7.00	-
Total		8.48	8.48	-	8.48	-

** Split between funds or departments/divisions

Police School Resource Officers						
Account	Description	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2018 Final Budget
Personnel						
001-2032-521.12-00	Regular Salaries & Wages	-	368,361	347,455	377,753	648,019
001-2032-521.12-02	Regular Salaries - Additional Pays	-	1,615	2,585	2,276	5,923
001-2032-521.12-06	Reg Salaries - Opt Out Health Insurance	-	400	2,405	1,164	2,328
001-2032-521.14-00	Overtime	-	4,299	7,177	17,179	17,695
001-2032-521.15-00	Special Pay	-	1,504	1,508	1,455	5,757
001-2032-521.15-02	Special Pay - Police State Incentive	-	4,304	4,629	5,383	9,457
001-2032-521.15-07	Special Pay - Mortgage Assistance	-	-	-	-	-
001-2032-521.21-00	FICA/Medicare Taxes	-	28,565	27,499	31,000	52,725
001-2032-521.22-02	Retirement Contributions - Police Pension	-	85,266	101,300	121,347	206,774
001-2032-521.23-00	Medical Insurance	-	36,222	38,705	58,713	116,423
001-2032-521.23-02	Medical Insurance - Life & ST Disability	-	643	753	916	1,589
001-2032-521.24-00	Worker's Compensation	-	6,681	6,999	8,183	15,613
	Subtotal Personnel Services	-	537,860	541,015	625,369	1,082,303
Operating						
001-2032-521.40-00	Travel & Per Diem	-	-	-	-	3,000
001-2032-521.41-00	Communications Services	-	6,318	5,136	10,059	13,368
001-2032-521.45-02	Insurance - Auto Liability	-	2,208	1,981	2,739	3,681
001-2032-521.46-00	Repair & Maintenance Services	-	13,152	12,557	9,162	11,455
001-2032-521.47-00	Printing & Binding	-	-	-	571	1,612
001-2032-521.49-00	Other Charges/Obligations	-	280	280	351	351
001-2032-521.51-00	Office Supplies	-	-	-	786	786
001-2032-521.52-00	Operating Supplies	-	-	-	4,147	4,147
001-2032-521.52-01	Operating Supplies - Gasoline/Diesel/Lubric	-	17,814	14,035	17,680	25,690
001-2032-521.52-05	Operating Supplies - Uniforms	-	-	-	3,692	3,692
001-2032-521.54-03	Books/Pubs/Subsc/Memb - Subscriptions	-	289	-	136	136
001-2032-521.54-04	Books/Pubs/Subsc/Memb - School Tuition	-	-	-	-	4,000
	Subtotal Operating	-	40,061	33,989	49,323	71,918
Total Police School Resource Officers		\$ -	\$ 577,921	\$ 575,004	\$ 674,692	\$ 1,154,221

Police CRU

Summary

Expenditures	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Salaries	\$ 294,672	\$ 353,821	\$ 421,004	\$ 527,896
Benefits	133,971	174,092	216,275	281,410
Operating	21,126	20,643	29,525	31,267
Supplies	17,901	14,384	25,963	32,085
Capital	-	-	-	-
Total	\$ 467,670	\$ 562,940	\$ 692,767	\$ 872,658

Funding Source				
General Fund	\$ 467,670	\$ 562,940	\$ 692,767	\$ 872,658
Total	\$ 467,670	\$ 562,940	\$ 692,767	\$ 872,658

Authorized Positions

	Grade	Funded 2016	Funded 2017	+/-	Funded 2018	Authorized & Unfunded
Captain **	214	0.15	0.15	-	0.15	-
Lieutenant **	213	0.33	0.33	-	0.33	-
Sergeant	209	1.00	1.00	-	1.00	-
Officer	205	6.00	6.00	-	6.00	-
Volunteer Program Coordinator	410	1.00	1.00	-	1.00	-
Total		8.48	8.48	-	8.48	-

** Split between funds or departments/divisions

Police CRU						
Account	Description	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2018 Final Budget
Personnel						
001-2033-521.12-00	Regular Salaries & Wages	-	253,474	299,325	389,415	493,545
001-2033-521.12-02	Regular Salaries - Additional Pays	-	4,120	4,406	6,602	6,369
001-2033-521.12-05	Regular Salaries - Incentive Bonus	-	-	-	1,164	2,328
001-2033-521.12-06	Reg Salaries - Opt Out Health Insurance	-	1,171	1,203	-	-
001-2033-521.14-00	Overtime	-	34,204	42,216	17,179	17,695
001-2033-521.15-00	Special Pay	-	174	2,450	2,425	3,391
001-2033-521.15-02	Special Pay - Police State Incentive	-	1,529	4,221	4,219	4,568
001-2033-521.21-00	FICA/Medicare Taxes	-	21,687	26,242	32,215	40,395
001-2033-521.22-01	Retirement Contributions - FRS	-	2,622	2,714	2,757	2,928
001-2033-521.22-02	Retirement Contributions - Police Pension	-	74,994	91,990	113,408	142,756
001-2033-521.23-00	Medical Insurance	-	29,200	46,446	58,713	83,096
001-2033-521.23-02	Medical Insurance - Life & ST Disability	-	654	892	1,040	1,292
001-2033-521.24-00	Worker's Compensation	-	4,814	5,808	8,142	10,943
	Subtotal Personnel Services	-	428,643	527,913	637,279	809,306
Operating						
001-2033-521.40-00	Travel & Per Diem	-	-	-	-	800
001-2033-521.41-00	Communications Services	-	5,521	5,860	13,368	13,368
001-2033-521.45-02	Insurance - Auto Liability	-	2,208	1,981	2,739	3,681
001-2033-521.46-00	Repair & Maintenance Services	-	13,152	12,557	11,455	11,455
001-2033-521.47-00	Printing & Binding	-	-	-	1,612	1,612
001-2033-521.49-00	Other Charges/Obligations	-	245	245	351	351
001-2033-521.51-00	Office Supplies	-	35	73	786	786
001-2033-521.52-00	Operating Supplies	-	54	276	4,147	4,147
001-2033-521.52-01	Operating Supplies - Gasoline/Diesel/Lubric	-	17,812	14,035	17,680	20,552
001-2033-521.52-05	Operating Supplies - Uniforms	-	-	-	3,231	3,231
001-2033-521.54-01	Books/Pubs/Subsc/Memb - Prof Dues	-	-	-	-	650
001-2033-521.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	-	-	-	-	300
001-2033-521.54-03	Books/Pubs/Subsc/Memb - Subscriptions	-	-	-	119	119
001-2033-521.54-04	Books/Pubs/Subsc/Memb - School Tuition	-	-	-	-	2,300
	Subtotal Operating	-	39,027	35,027	55,488	63,352
Total Police CRU		\$ -	\$ 467,670	\$ 562,940	\$ 692,767	\$ 872,658

Police Training

Summary

Expenditures	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Salaries	\$ 540,316	\$ 682,297	\$ 636,702	\$ 731,601
Benefits	278,798	311,928	379,904	470,490
Operating	12,745	11,750	9,051	14,790
Supplies	39,267	34,604	45,737	61,755
Capital	-	-	-	-
Total	\$ 871,126	\$ 1,040,579	\$ 1,071,394	\$ 1,278,636

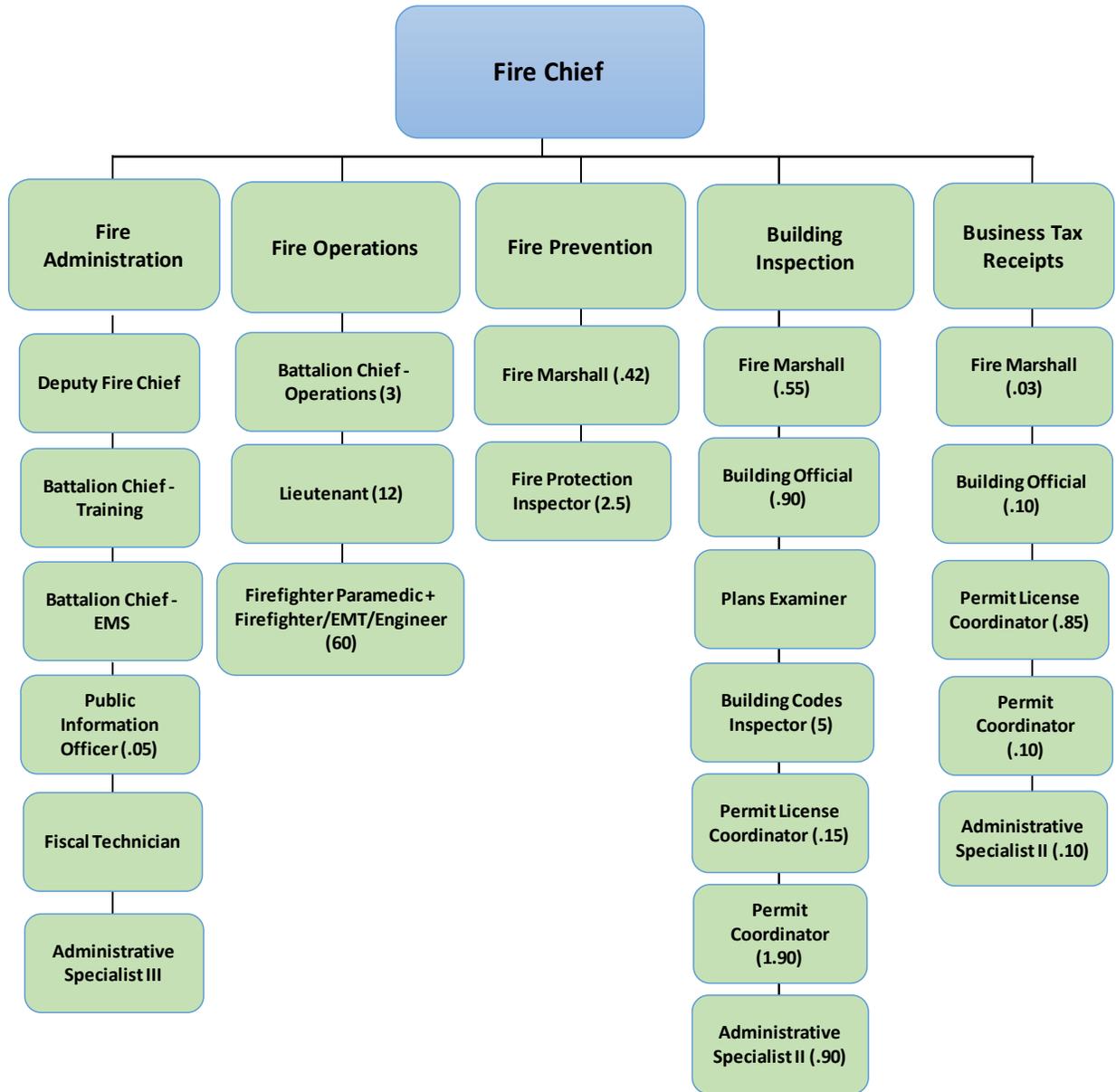
Funding Source				
General Fund	\$ 871,126	\$ 1,040,579	\$ 1,071,394	\$ 1,278,636
Total	\$ 871,126	\$ 1,040,579	\$ 1,071,394	\$ 1,278,636

Authorized Positions

	Grade	Funded 2016	Funded 2017	+/-	Funded 2018	Authorized & Unfunded
Sergeant	209	1.00	1.00	-	1.00	-
Officer	205	1.00	1.00	-	1.00	-
Total		2.00	2.00	-	2.00	-

Police Training						
Account	Description	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2018 Final Budget
Personnel						
001-2041-521.12-00	Regular Salaries & Wages	-	511,099	638,332	617,766	713,422
001-2041-521.12-02	Regular Salaries - Additional Pays	-	6,485	7,886	10,651	10,651
001-2041-521.12-06	Reg Salaries - Opt Out Health Insurance	-	1,171	700	1,164	1,164
001-2041-521.14-00	Overtime	-	14,525	29,250	-	-
001-2041-521.15-00	Special Pay	-	3,728	3,153	5,258	2,872
001-2041-521.15-02	Special Pay - Police State Incentive	-	3,308	2,976	1,863	3,492
001-2041-521.21-00	FICA/Medicare Taxes	-	40,447	51,136	48,708	55,968
001-2041-521.22-01	Retirement Contributions - FRS	-	115	187	-	-
001-2041-521.22-02	Retirement Contributions - Police Pension	-	173,482	179,499	199,339	229,598
001-2041-521.23-00	Medical Insurance	-	53,279	67,088	117,739	166,636
001-2041-521.23-02	Medical Insurance - Life & ST Disability	-	869	1,072	1,483	1,707
001-2041-521.24-00	Worker's Compensation	-	10,606	12,946	12,635	16,581
	Subtotal Personnel Services	-	819,114	994,225	1,016,606	1,202,091
Operating						
001-2041-521.40-00	Travel & Per Diem	-	-	-	-	4,800
001-2041-521.41-00	Communications Services	-	4,552	6,658	2,992	2,992
001-2041-521.45-02	Insurance - Auto Liability	-	2,156	1,981	2,739	3,681
001-2041-521.46-00	Repair & Maintenance Services	-	3,470	2,951	3,099	3,099
001-2041-521.47-00	Printing & Binding	-	-	-	143	140
001-2041-521.49-00	Other Charges/Obligations	-	2,567	160	78	78
001-2041-521.51-00	Office Supplies	-	462	350	786	786
001-2041-521.52-00	Operating Supplies	-	34,587	31,430	39,574	39,574
001-2041-521.52-01	Operating Supplies - Gasoline/Diesel/Lubric	-	4,186	3,298	4,420	5,138
001-2041-521.52-05	Operating Supplies - Uniforms	-	32	156	923	923
001-2041-521.54-01	Books/Pubs/Subsc/Memb - Prof Dues	-	-	-	-	1,500
001-2041-521.54-03	Books/Pubs/Subsc/Memb - Subscriptions	-	-	(630)	34	34
001-2041-521.54-04	Books/Pubs/Subsc/Memb - School Tuition	-	-	-	-	13,800
	Subtotal Operating	-	52,012	46,354	54,788	76,545
Total Police Training \$		-	\$ 871,126	\$ 1,040,579	\$ 1,071,394	\$ 1,278,636

FIRE DEPARTMENT





Mission Statement

To provide protection and prevention against the loss of life and property by fire, emergency services, and mitigation of hazards to the public, both natural and manmade.

Vision

Through a collaborative and cooperative effort of dedicated professionals, the Sanford Fire Department will strive for the continual improvement of its services and personnel to provide quality services and develop the next generation of leaders to ensure long term success.

The Role of Fire Department

The Sanford Fire Department has been providing service to our citizens since 1873. With a total workforce of 95.55 FTE's, 82.87 of which are certified firefighters, the Fire Department is the second largest department in the General Fund.

The Fire Department contains three divisions: administration, operations, and building & fire prevention. These divisions operate a variety of programs aimed at supporting the City's mission and goals. The Fire Department also oversees the Building Inspection Fund and business tax receipts for the City.

Summary

Expenditures	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Salaries	\$4,817,115	\$4,845,767	\$ 5,228,333	\$ 5,661,312
Benefits	2,128,376	2,104,589	2,282,866	2,735,140
Operating	748,025	792,352	840,100	952,071
Supplies	415,754	432,621	476,817	520,986
Capital	13,581	28,970	-	-
Total	\$8,122,851	\$8,204,299	\$ 8,828,116	\$ 9,869,509

Funding Source	2015 Actual	2016 Actual	2017 Budget	2018 Budget
General Fund	\$8,122,851	\$8,204,299	\$ 8,828,116	\$ 9,869,509
Total	\$8,122,851	\$8,204,299	\$ 8,828,116	\$ 9,869,509

Fire Department as a percentage of General Fund



Fire Administration

The Administrative Division is responsible for general policy and direction of the department by providing management and leadership for the operating divisions. Operational oversight, strategic planning, administration of the budget and record keeping are all part of Administration’s responsibilities. The Fire Chief also serves as the City’s Emergency Management Coordinator in response to natural and man-made disasters.

Summary

Expenditures	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Salaries	\$ 339,360	\$ 337,375	\$ 444,510	\$ 489,813
Benefits	148,193	148,313	204,428	239,307
Operating	25,397	35,802	41,805	45,041
Supplies	18,747	15,823	21,681	21,397
Capital	-	-	-	-
Total	\$ 531,697	\$ 537,313	\$ 712,424	\$ 795,558

Funding Source				
General Fund	\$ 531,697	\$ 537,313	\$ 712,424	\$ 795,558
Total	\$ 531,697	\$ 537,313	\$ 712,424	\$ 795,558

Our Accomplishments in 2016-17

- ❖ Trained six personnel in the International Police Mountain Bike Association (IPMBA) 40 hour EMS Cyclist Course to add to the EMS Bike Team.
- ❖ Continue the training of all City employees in ICS 300 & 800 level courses.
- ❖ Continue the training of all new personnel and refresher training as needed for existing employees on Swift Assisted Victim Extraction (SAVE) to coordinate law enforcement and fire personnel actions in active shooter incidents.
- ❖ Coordinated an emergency management drill to improve our emergency preparedness.
- ❖ Improved communications with public through social media.
- ❖ Trained and orientated 8 new recruits in our 4-week program to prepare them for shift work.
- ❖ Explored a more advanced performance data software system.
- ❖ Re-qualified all engineers with the pump training.

Goals and Objectives for 2017-18

- ❖ Build the next generation of leaders to ensure the Department's long term success.
- ❖ Improve our Emergency Management Preparedness Citywide.
- ❖ Purchase / lease land for future fire station and provide services.
- ❖ Update our Department Strategic Plan.
- ❖ Authorize a full time Administrative Services Manager.

**FIRE ADMINISTRATION
Performance Measures**

Activity	Actual 2014-2015	Actual 2015-2016	Expected 2016-2017	Proposed 2017-2018
# Unit Responses	17,389	18,006	19,536	20,513
# of calls inside city	12,994	18,222	16,584	17,413
# of total calls responded to by City units:	9,880	10,334	10,568	10,991
- EMS/Rescue / Fire related / Other	7,377 / 199 / 2,110	7,902 / 246 / 1,193	8,180 / 336 / 2,052	8,508 / 369 / 2,257
# of Transports	4,077	4,647	4,496	4,766
# First responder calls outside City	1,455	2,346	2,440	2,586
# of other first responder calls inside City	3,114	5,801	5,392	5,716
% calls with response time 5 minutes or less	48.0%	28.0%	30.0%	35.0%
- Fire related / EMS/Rescue	37.0% / 40.0%	30.0% / 29.0%	30.0% / 30.0%	35.0% / 35.0%
% calls as first responder outside City	15.0%	23.0%	15.0%	20.0%
% calls as first responder inside City	23.0%	32.0%	28.00%	30.0%
Property Loss	178,150	388,450	287,268	258,541
Civilian Injuries	1	0	0	0
Civilian Deaths	0	0	0	0
Cost per call	686.15	698.28	548.2	581.1
Unscheduled Leave Hours	7,644	7,677	6,290	6,290
Unscheduled Leave Shifts	318.5	319.89	262.09	262.09

Authorized Positions

	Grade	Funded 2016	Funded 2017	+/-	Funded 2018	Authorized & Unfunded
Fire Chief	432	1.00	1.00	-	1.00	-
Deputy Fire Chief	216	1.00	1.00	-	1.00	-
Battalion Chief - Training	213	1.00	1.00	-	1.00	-
Battalion Chief - Emergency Medical Services	213	1.00	1.00	-	1.00	-
Public Information Officer **	422	0.05	0.05	-	0.05	-
Administrative Specialist III	412	1.00	1.00	-	1.00	-
Fiscal Specialist	412	1.00	1.00	-	1.00	-
Total		6.05	6.05	-	6.05	-

** Split between funds or departments/divisions

Fire Administration						
Account	Description	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2018 Final Budget
Personnel						
001-3003-522.12-00	Regular Salaries & Wages	307,279	303,409	306,861	417,882	460,253
001-3003-522.12-06	Reg Salaries - Opt Out Health Insurance	1,200	1,200	1,203	1,173	1,173
001-3003-522.14-00	Overtime	6,138	9,911	4,551	-	-
001-3003-522.15-00	Special Pay	22,373	24,840	24,760	25,455	28,387
001-3003-522.21-00	FICA/Medicare Taxes	24,915	25,142	24,900	34,096	37,491
001-3003-522.22-01	Retirement Contributions - FRS	5,268	5,750	5,743	6,185	7,311
001-3003-522.22-03	Retirement Contributions - Fire Pension	83,208	80,907	77,404	112,506	123,500
001-3003-522.23-00	Medical Insurance	27,722	28,074	31,678	39,946	56,535
001-3003-522.23-02	Medical Insurance - Life & ST Disability	1,486	1,667	1,838	2,167	2,398
001-3003-522.24-00	Worker's Compensation	6,243	6,653	6,750	9,528	12,072
	Subtotal Personnel Services	485,832	487,553	485,688	648,938	729,120
Operating						
001-3003-522.31-00	Professional Services	1,695	1,695	1,760	1,958	2,060
001-3003-522.34-00	Other Contractual Services	5,440	6,278	7,378	12,028	12,028
001-3003-522.40-00	Travel & Per Diem	2,678	3,159	4,246	5,695	5,695
001-3003-522.41-00	Communications Services	7,967	6,519	6,758	6,460	6,332
001-3003-522.42-00	Postage & Transportation	6	-	-	40	-
001-3003-522.44-00	Rentals & Leases	2,004	2,140	2,140	2,140	2,140
001-3003-522.45-01	Insurance - Operating Liability	199	212	358	413	421
001-3003-522.45-02	Insurance - Auto Liability	1,701	1,707	1,838	1,692	1,986
001-3003-522.46-00	Repair & Maintenance Services	6,135	2,886	10,299	10,300	13,300
001-3003-522.47-00	Printing & Binding	135	202	132	225	225
001-3003-522.49-00	Other Charges/Obligations	769	599	893	854	854
001-3003-522.51-00	Office Supplies	866	501	832	1,100	1,100
001-3003-522.52-00	Operating Supplies	5,905	5,295	3,162	6,000	6,000
001-3003-522.52-01	Operating Supplies - Gasoline/Diesel/Lubric	14,995	7,753	5,272	7,061	6,527
001-3003-522.52-05	Operating Supplies - Uniforms	2,062	2,215	2,744	2,800	3,000
001-3003-522.54-01	Books/Pubs/Subsc/Memb - Prof Dues	969	1,154	944	1,195	895
001-3003-522.54-02	Books/Pubs/Subsc/Memb - Conf/Seminar	1,948	1,445	2,494	2,730	3,080
001-3003-522.54-03	Books/Pubs/Subsc/Memb - Subscriptions	442	384	375	795	795
	Subtotal Operating	55,916	44,144	51,625	63,486	66,438
Total Fire Administration		\$ 541,748	\$ 531,697	\$ 537,313	\$ 712,424	\$ 795,558

Fire Operations

The Operations Division responds to fire, medical and other hazardous emergency calls from its three stations throughout the City. The division responds to and extinguishes fire, prevents fires in cases of fuel spills and electrical malfunctions, delivers effective medical and rescue services for injuries, illnesses and accidents, transports patient to appropriate emergency room facilities, responds to and controls hazardous materials emergencies and provides technical rescue services. Through the development of mutual aid and intergovernmental agreements with other emergency responders in the area, the SFD provides and receives assistance throughout the County.

Summary

Expenditures	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Salaries	\$4,185,847	\$ 4,228,386	\$ 4,479,644	\$ 4,831,011
Benefits	1,875,770	1,855,902	1,967,552	2,343,651
Operating	696,684	736,255	769,369	877,478
Supplies	385,823	405,264	440,738	483,413
Capital	13,581	28,970	-	-
Total	\$7,157,705	\$7,254,777	\$ 7,657,303	\$ 8,535,553

Funding Source	2015 Actual	2016 Actual	2017 Budget	2018 Budget
General Fund	\$7,157,705	\$7,254,777	\$ 7,657,303	\$ 8,535,553
Total	\$7,157,705	\$7,254,777	\$ 7,657,303	\$ 8,535,553

Our Accomplishments in 2016-17

- ❖ Implemented a "Wash Your Hood" Program improving cancer awareness for personnel. Each Sunday and after each fire, firefighters wash their nomex hoods of decontaminates that may be carcinogenic.
- ❖ Institutionalized a Fire Station safety inspection policy in accordance with State law.
- ❖ Replaced self-contained breathing apparatus bottles that were out of hydrostatic date.
- ❖ Planned to construct a new training prop behind Fire Station 32.
- ❖ Implemented a new program for pre-fire plans.
- ❖ Enhanced operational readiness.

Goals and Objectives for 2017-18

- ❖ Build a systematic approach to risk management and provide the safest environment possible for our employees.
- ❖ Maintain operational readiness.
- ❖ Lower our dependency on our mutual aid partners.
- ❖ Improve our level and quality of services to the citizens and surrounding areas.
- ❖ Improve our succession program.
- ❖ Make employee retention a priority.
- ❖ Fund our employee education reimbursement account.

FIRE - OPERATIONS Performance Measures				
Activity	Actual 2014-2015	Actual 2015-2016	Expected 2016-2017	Proposed 2017-2018
# Unit Responses	17,389	18,006	19,536	20,513
# of calls inside city	12,994	18,222	16,584	17,413
# of total calls responded to by City units:	9,880	10,334	10,568	10,991
- EMS/Rescue / Fire related / Other	7377 / 199 / 2110	7902 / 246 / 1193	8180 / 336 / 2052	8508 / 369 / 2257
# of Transports	4,077	4,647	4,496	4,766
# First responder calls outside City	1,455	2,346	2,440	2,586
# of other first responder calls inside City	3,114	5,801	5,392	5,716
% calls with response time 5 minutes or less	48.0%	28.0%	30.0%	35.0%
Fire related / EMS/Rescue	37.0% / 40.0%	30.0% / 29.0%	30.0% / 30.0%	35.0% / 35.0%
% calls as first responder outside City	15.0%	23.0%	15.0%	20.0%
% calls as first responder inside City	23.0%	32.0%	28.00%	30.0%
Property Loss	178,150	388,450	287,268	258,541
Civilian Injuries	1	0	0	0
Civilian Deaths	0	0	0	0
Cost per call	686.15	698.28	548.20	581.10
Unscheduled Leave Hours	7,644	7,677	6,290	6,290
Unscheduled Leave Shifts	318.50	319.89	262.09	262.09

Authorized Positions

	Grade	Funded 2016	Funded 2017	+/-	Funded 2018	Authorized & Unfunded
Battalion Chief - Operations	213	3.00	3.00	-	3.00	-
Lieutenant	211	12.00	12.00		12.00	-
Firefighter/Paramedic & Firefighter/EMT/Engi	202/203	27.00	57.00	3.00	60.00	1.00
Firefighter/EMT/Engineer	203	29.00	-	-	-	-
Total		71.00	72.00	3.00	75.00	1.00

** Split between funds or departments/divisions

Fire Operations						
Account	Description	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2018 Final Budget
Personnel						
001-3001-522.12-00	Regular Salaries & Wages	3,074,722	3,191,402	3,103,861	3,041,277	3,302,311
001-3001-522.12-02	Regular Salaries - Additional Pays	-	487	523	5,425	7,910
001-3001-522.12-06	Reg Salaries - Opt Out Health Insurance	17,300	16,200	15,236	14,076	16,422
001-3001-522.14-00	Overtime	420,704	327,590	463,254	713,332	750,608
001-3001-522.14-02	Overtime - Garcia Overtime	232,824	239,368	228,037	278,653	294,172
001-3001-522.15-00	Special Pay	386,969	410,800	417,475	426,881	459,588
001-3001-522.21-00	FICA/Medicare Taxes	305,985	310,180	314,664	343,215	369,684
001-3001-522.22-03	Retirement Contributions - Fire Pension	1,100,825	1,055,966	981,230	1,021,368	1,141,953
001-3001-522.23-00	Medical Insurance	365,746	388,173	438,385	466,686	660,503
001-3001-522.23-02	Medical Insurance - Life & ST Disability	17,106	19,133	20,329	18,588	20,239
001-3001-522.24-00	Worker's Compensation	97,855	102,318	101,294	117,695	151,272
	Subtotal Personnel Services	6,020,036	6,061,617	6,084,288	6,447,196	7,174,662
Operating						
001-3001-522.31-00	Professional Services	28,439	29,399	33,634	32,660	73,500
001-3001-522.34-00	Other Contractual Services	89,485	87,142	64,507	95,693	112,818
001-3001-522.34-01	Other Contractual Services - Fire W&S	65,150	65,150	65,150	65,150	65,150
001-3001-522.40-00	Travel & Per Diem	657	2,157	322	200	600
001-3001-522.41-00	Communications Services	22,336	22,005	28,614	27,197	31,548
001-3001-522.42-00	Postage & Transportation	1,539	454	716	850	825
001-3001-522.43-00	Utility Services	94,009	94,968	93,654	96,050	93,180
001-3001-522.44-00	Rentals & Leases	7,750	6,271	7,058	7,082	6,882
001-3001-522.45-01	Insurance - Operating Liability	29,694	25,971	52,211	53,380	63,139
001-3001-522.45-02	Insurance - Auto Liability	47,447	47,610	54,323	56,239	64,537
001-3001-522.46-00	Repair & Maintenance Services	267,324	310,840	331,623	327,968	359,989
001-3001-522.47-00	Printing & Binding	945	814	939	2,000	1,110
001-3001-522.48-00	Promotional Activities	-	644	-	1,000	300
001-3001-522.49-00	Other Charges/Obligations	2,539	3,259	3,504	3,900	3,900
001-3001-522.51-00	Office Supplies	4,538	4,190	3,134	4,800	3,500
001-3001-522.52-00	Operating Supplies	226,541	223,176	257,205	245,568	263,220
001-3001-522.52-01	Operating Supplies - Gasoline/Diesel/Lubric	119,801	84,749	66,061	80,211	86,082
001-3001-522.52-05	Operating Supplies - Uniforms	48,851	31,920	39,240	49,926	55,200
001-3001-522.52-21	Operating Supplies - CPR Class Materials	-	365	1,358	-	1,400
001-3001-522.54-01	Books/Pubs/Subsc/Memb - Prof Dues	672	5,039	410	3,145	2,708
001-3001-522.54-02	Books/Pubs/Subsc/Memb - Conf/Seminar	2,284	3,355	2,351	8,980	5,995
001-3001-522.54-03	Books/Pubs/Subsc/Memb - Subscriptions	6,982	7,595	8,886	20,108	19,308
001-3001-522.54-04	Books/Pubs/Subsc/Memb - School Tuition	14,245	25,434	26,619	28,000	46,000
	Subtotal Operating	1,081,228	1,082,507	1,141,519	1,210,107	1,360,891
Capital						
001-3001-522.64-00	Machinery & Equipment	-	13,581	28,970	-	-
	Subtotal Capital	-	13,581	28,970	-	-
Total Fire Operations		\$ 7,101,264	\$ 7,157,705	\$ 7,254,777	\$ 7,657,303	\$ 8,535,553

Fire Prevention

Fire Prevention is responsible for enforcement of the Fire Prevention Code, plans review, fire investigations, and public fire education. The division conducts routine inspections of commercial buildings and augments the City's plan review and code enforcement processes.

Summary

Expenditures	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Salaries	\$ 214,145	\$ 207,244	\$ 241,737	\$ 276,280
Benefits	81,516	77,083	91,426	128,805
Operating	20,303	11,843	21,225	21,012
Supplies	10,611	10,987	13,128	15,172
Capital	-	-	-	-
Total	\$ 326,575	\$ 307,157	\$ 367,516	\$ 441,269

Funding Source	2015 Actual	2016 Actual	2017 Budget	2018 Budget
General Fund	\$ 326,575	\$ 307,157	\$ 367,516	\$ 441,269
Total	\$ 326,575	\$ 307,157	\$ 367,516	\$ 441,269

Our Accomplishments in 2016-17

- ❖ Worked on public records disposition in accordance with State Law.
- ❖ Completed over 2,000 annual fire inspections.

Goals and Objectives for 2017-18

- ❖ Fully fund an additional Fire Inspector position.
- ❖ Improve our public education events and public awareness of fire safety.
- ❖ Expand our smoke detector replacement program.
- ❖ Implement a digital review of some fire prevention plans by utilizing SharePoint.

FIRE PREVENTION Performance Measures

Activity	Actual 2014-2015	Actual 2015-2016	Expected 2016-2017	Proposed 2017-2018
Occupational Licenses	237	234	90	100
Annual Inspections	2699	2206	2260	2200
Reinspections	294	281	270	250
Investigations	26	25	60	70
PIO	6	5	3	1
Plans Review	312	177	248	250
Certificates of Occupancy	173	147	102	98
Public Education Events	84	65	90	95
Car Seat Classes	66	31	12	12

Authorized Positions

	Grade	Funded 2016	Funded 2017	+/-	Funded 2018	Authorized & Unfunded
Fire Marshal**	214	0.32	0.42	-	0.42	-
Fire Protection Inspector	417	2.50	2.50	-	2.50	1.00
Total		2.82	2.92	-	2.92	1.00

** Split between funds or departments/divisions

Fire Prevention						
Account	Description	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2018 Final Budget
Personnel						
001-3002-522.12-00	Regular Salaries & Wages	150,664	155,102	158,395	163,738	196,726
001-3002-522.12-02	Regular Salaries - Additional Pays	-	487	523	509	128
001-3002-522.12-06	Reg Salaries - Opt Out Health Insurance	300	-	-	-	-
001-3002-522.13-00	Part Time Wages	24,198	19,606	21,108	22,920	22,861
001-3002-522.14-00	Overtime	43,973	29,562	17,903	45,308	46,326
001-3002-522.15-00	Special Pay	9,388	9,388	9,315	9,262	10,239
001-3002-522.21-00	FICA/Medicare Taxes	17,010	15,658	15,046	18,528	21,185
001-3002-522.22-03	Retirement Contributions - Fire Pension	43,064	42,129	36,602	46,882	48,727
001-3002-522.23-00	Medical Insurance	15,663	17,535	19,172	19,143	49,482
001-3002-522.23-02	Medical Insurance - Life & ST Disability	824	867	914	822	1,138
001-3002-522.24-00	Worker's Compensation	5,424	5,327	5,349	6,051	8,273
	Subtotal Personnel Services	310,508	295,661	284,327	333,163	405,085
Operating						
001-3002-522.31-00	Professional Services	1,275	1,275	1,320	1,348	1,545
001-3002-522.40-00	Travel & Per Diem	-	-	584	250	750
001-3002-522.41-00	Communications Services	5,958	3,937	3,989	4,077	3,942
001-3002-522.42-00	Postage & Transportation	33	36	10	50	30
001-3002-522.44-00	Rentals & Leases	998	713	713	713	713
001-3002-522.45-01	Insurance - Operating Liability	228	244	412	574	586
001-3002-522.45-02	Insurance - Auto Liability	1,197	1,201	1,293	1,633	1,916
001-3002-522.46-00	Repair & Maintenance Services	3,157	10,834	2,829	9,105	7,800
001-3002-522.47-00	Printing & Binding	618	545	494	810	740
001-3002-522.48-00	Promotional Activities	72	1,284	150	2,500	2,800
001-3002-522.49-00	Other Charges/Obligations	48	234	49	165	190
001-3002-522.51-00	Office Supplies	850	521	484	600	600
001-3002-522.52-00	Operating Supplies	1,098	822	962	1,000	1,000
001-3002-522.52-01	Operating Supplies - Gasoline/Diesel/Lubric	9,711	7,285	5,528	7,514	6,782
001-3002-522.52-05	Operating Supplies - Uniforms	1,429	1,097	1,943	2,000	3,000
001-3002-522.54-01	Books/Pubs/Subsc/Memb - Prof Dues	345	375	115	570	435
001-3002-522.54-02	Books/Pubs/Subsc/Memb - Conf/Seminar	68	136	275	1,084	1,084
001-3002-522.54-03	Books/Pubs/Subsc/Memb - Subscriptions	343	375	1,680	360	2,271
	Subtotal Operating	27,428	30,914	22,830	34,353	36,184
Total Fire Prevention		\$ 337,936	\$ 326,575	\$ 307,157	\$ 367,516	\$ 441,269

Building Division & Building Inspection Fund

Responsible for routing and issuing all permits for all vertical construction throughout the city. Responsible for all plan review and inspections for all the applicable trades involved, by being assured that all pertinent codes and state statutes are followed and that all contractors are properly licensed and insured. While the Building Inspection Fund resides in the Fire Department operationally, it is 100% funded by fee revenues and contained in its own fund as required by Florida Statute.

Summary

	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Salaries	\$ 637,976	\$ 639,687	\$ 651,516	\$ 677,053
Benefits	170,190	180,354	190,867	212,511
Operating	135,018	144,058	172,135	269,073
Supplies	22,396	28,442	42,418	36,460
Capital	46,630	-	24,000	57,000
Other	-	-	-	15,732
Total	\$ 1,012,210	\$ 992,541	\$ 1,080,936	\$ 1,267,829

Funding Source				
General Fund	\$ 106,874	\$ 105,052	\$ 90,873	\$ 97,129
Building Inspection Fund	905,336	887,489	990,063	1,170,700
Total	\$ 1,012,210	\$ 992,541	\$ 1,080,936	\$ 1,267,829

Authorized Positions

	Grade	Funded 2016	Funded 2017	+/-	Funded 2018	Authorized & Unfunded
Fire Marshall **	214	0.65	0.55	-	0.55	-
Building Official **	425	0.90	0.90	-	0.90	-
Plans Examiner	419	1.00	1.00	-	1.00	-
Building Codes Inspector I	415	1.00	1.00	-	1.00	-
Building Codes Inspector II	417	1.00	1.00	-	1.00	1.00
Building Codes Inspector III	419	3.00	3.00	-	3.00	-
Permit/Licensing Coordinator **	415	0.15	0.15	-	0.15	-
Permit Technician II		-	-	-	-	1.00
Permit Coordinator **	408	1.90	1.90	-	1.90	-
Administrative Specialist II **	409	0.90	0.90	-	0.90	-
Total		10.50	10.40	-	10.40	2.00

** Split between funds or departments/divisions

The budget for Building Inspection Fund is located in the Special Revenue Fund section of this budget document.

Business Tax Receipts

The Business Tax Receipts division is the collection and assessment point for business tax revenue. The conduct of businesses in the City is regulated by verification of compliance with State statutes and licensing requirements.

Summary

Expenditures	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Salaries	\$ 77,763	\$ 72,762	\$ 62,442	\$ 64,208
Benefits	22,897	23,291	19,460	23,377
Operating	5,641	8,452	7,701	8,540
Supplies	573	547	1,270	1,004
Capital	-	-	-	-
Total	\$ 106,874	\$ 105,052	\$ 90,873	\$ 97,129

Funding Source	2015 Actual	2016 Actual	2017 Budget	2018 Budget
General Fund	\$ 106,874	\$ 105,052	\$ 90,873	\$ 97,129
Total	\$ 106,874	\$ 105,052	\$ 90,873	\$ 97,129

Our Accomplishments in 2016-17

- ❖ State of Florida license lists are run to verify businesses are compliant and up to date.
- ❖ On site visits are made to delinquent businesses to ensure remittance of revenue.
- ❖ Interaction with State agencies such as Dept. of Business and Professional Regulation or the Department of Agriculture for business license complaints by citizens or compliance verification.

Goals and Objectives for 2017-18

- ❖ Update email addresses to allow second notice to email.

BUSINESS TAX RECEIPTS
Performance Measures

Activity	Actual 2014-2015	Actual 2015-2016	Expected 2016-2017	Proposed 2017-2018
Business Tax Receipts billed	2984	2864	2900	2930
Business Tax Receipts second notices	660	683	600	600
Tax Due Notices to collections	104	30	20	20

Authorized Positions

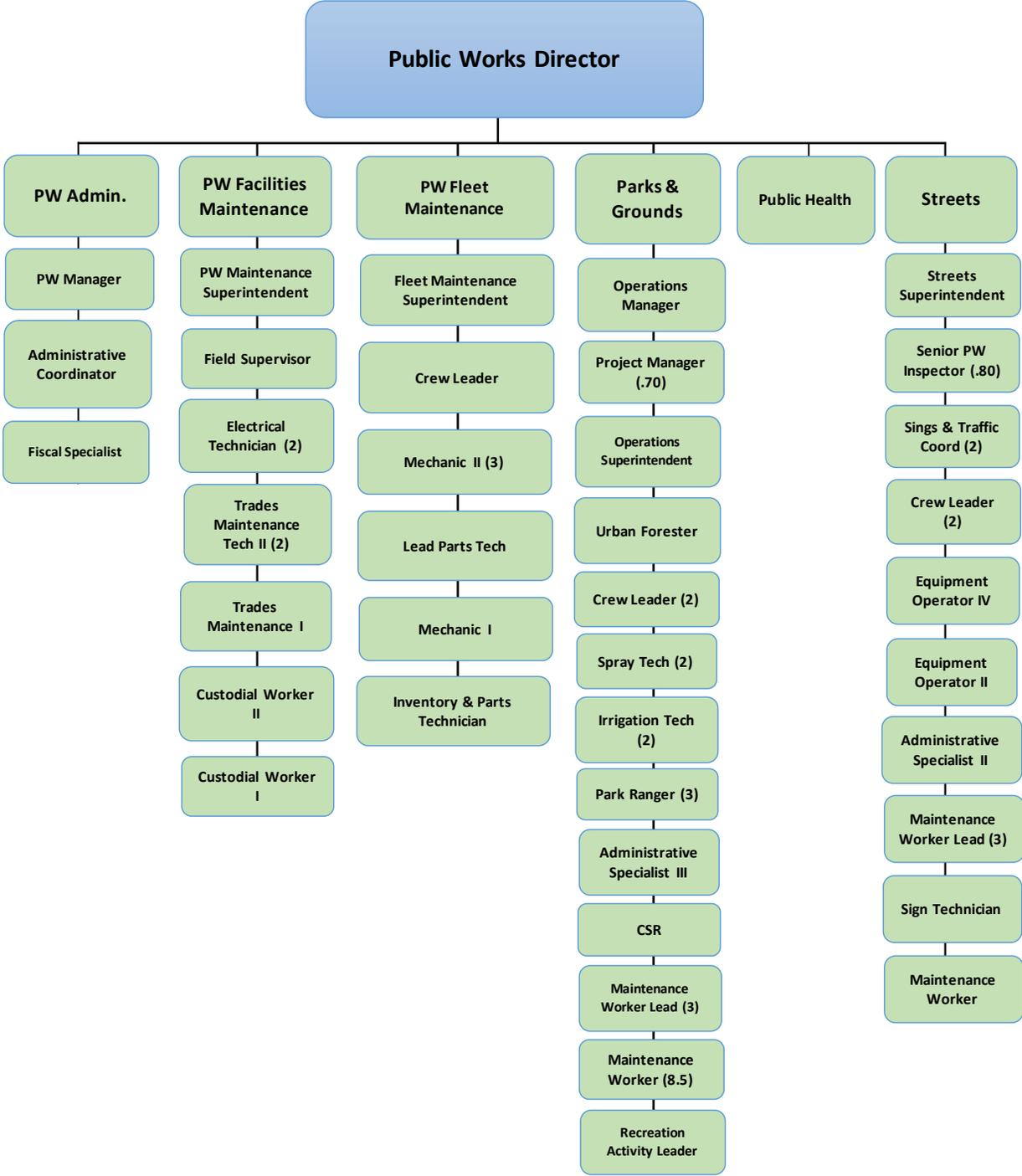
	Grade	Funded 2016	Funded 2017	+/-	Funded 2018	Authorized & Unfunded
Fire Marshall **	214	0.03	0.03	-	0.03	-
Building Official **	425	0.10	0.10	-	0.10	-
Permit Licensing Coordinator **	415	0.85	0.85	-	0.85	-
Permit Coordinator **	408	0.10	0.10	-	0.10	-
Administrative Specialist II **	409	0.10	0.10	-	0.10	-
Total		1.18	1.18	-	1.18	-

** Split between funds or departments/divisions

Business Tax Receipts

<i>Account</i>	<i>Description</i>	<i>2014 Actual</i>	<i>2015 Actual</i>	<i>2016 Actual</i>	<i>2017 Budget</i>	<i>2018 Final Budget</i>
Personnel						
001-1101-513.12-00	Regular Salaries & Wages	60,337	77,723	72,714	62,302	64,005
001-1101-513.12-06	Reg Salaries - Opt Out Health Insurance	15	-	10	-	60
001-1101-513.14-00	Overtime	-	-	-	100	103
001-1101-513.15-00	Special Pay	40	40	38	40	40
001-1101-513.21-00	FICA/Medicare Taxes	4,291	5,608	5,248	4,790	4,925
001-1101-513.22-01	Retirement Contributions - FRS	3,991	5,419	5,123	4,538	4,911
001-1101-513.22-03	Retirement Contributions - Fire Pension	-	-	-	-	-
001-1101-513.23-00	Medical Insurance	7,143	11,176	12,272	9,549	12,942
001-1101-513.23-02	Medical Insurance - Life & ST Disability	271	389	417	313	322
001-1101-513.24-00	Worker's Compensation	230	305	231	270	277
	Subtotal Personnel Services	76,318	100,660	96,053	81,902	87,585
Operating						
001-1101-513.34-00	Other Contractual Services	-	705	1,069	500	1,000
001-1101-513.40-00	Travel & Per Diem	-	230	75	104	110
001-1101-513.41-00	Communications Services	213	233	230	222	235
001-1101-513.42-00	Postage & Transportation	3,154	980	2,707	3,325	2,720
001-1101-513.44-00	Rentals & Leases	970	713	713	730	730
001-1101-513.45-01	Insurance - Operating Liability	9	10	16	19	19
001-1101-513.46-00	Repair & Maintenance Services	-	-	-	-	300
001-1101-513.47-00	Printing & Binding	439	569	944	551	1,176
001-1101-513.49-00	Other Charges/Obligations	1,712	2,201	2,698	2,250	2,250
001-1101-513.51-00	Office Supplies	449	159	125	225	225
001-1101-513.52-00	Operating Supplies	-	54	157	-	-
001-1101-513.52-01	Operating Supplies - Gasoline/Diesel/Lubric	-	-	-	-	144
001-1101-513.54-01	Books/Pubs/Subsc/Memb - Prof Dues	90	115	45	165	165
001-1101-513.54-02	Books/Pubs/Subsc/Memb - Conf/Seminar	200	245	220	880	470
	Subtotal Operating	7,236	6,214	8,999	8,971	9,544
Total Business Tax Receipts		\$ 83,554	\$ 106,874	\$ 105,052	\$ 90,873	\$ 97,129

PUBLIC WORKS DEPARTMENT





Mission Statement

We work for you! Our mission is to improve the quality of life for City residents through responsive, efficient, and effective delivery of services to every neighborhood in order to meet the demands of our growing, diverse community.

Role of Public Works

The Public Works Department includes a variety of divisions, most of which are dedicated to the construction operation and maintenance of infrastructure.

Summary

Expenditures	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Salaries	\$ 2,406,752	\$ 2,377,600	\$ 2,487,882	\$ 2,578,997
Benefits	790,515	802,582	913,236	1,130,915
Operating	1,140,091	1,189,494	1,389,934	1,500,970
Supplies	273,636	278,843	295,458	306,151
Capital	-	-	-	-
Total	\$ 4,610,994	\$ 4,648,519	\$ 5,086,510	\$ 5,517,033

Funding Source	2015 Actual	2016 Actual	2017 Budget	2018 Budget
General Fund	\$ 4,610,994	\$ 4,648,519	\$ 5,086,510	\$ 5,517,033
Total	\$ 4,610,994	\$ 4,648,519	\$ 5,086,510	\$ 5,517,033

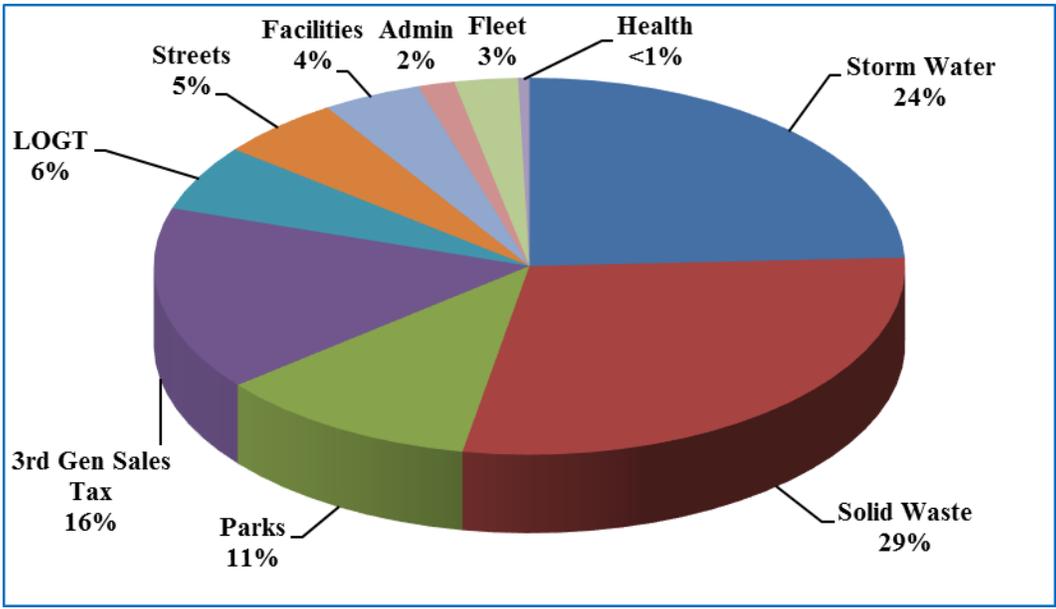
Public Works Department as a percentage of General Fund

12.3%



FY 2018 Public Works Divisions Totals

Storm Water	\$ 5,224,000
Solid Waste	6,145,477
Parks	2,427,253
3rd Gen Sales Tax	3,405,800
LOGT	1,219,965
Streets	1,139,849
Facilities	916,613
Admin	340,092
Fleet	588,889
Health	104,337
Total	\$ 21,512,275



Public Works Administration

The Administrative Division is responsible for general policy and direction of the department by providing management and leadership for the operating divisions. Operational oversight, strategic planning, administration of the budget and record keeping are all part of Administration's responsibilities.

Summary

Expenditures	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Salaries	\$ 226,106	\$ 229,300	\$ 231,335	\$ 258,812
Benefits	58,279	58,560	64,069	81,833
Operating	24,734	25,609	32,212	37,505
Supplies	5,890	6,515	7,945	21,705
Capital	-	-	-	-
Total	\$ 315,009	\$ 319,984	\$ 335,561	\$ 399,855

Funding Source				
General Fund	\$ 315,009	\$ 319,984	\$ 335,561	\$ 399,855
Total	\$ 315,009	\$ 319,984	\$ 335,561	\$ 399,855

Our Accomplishments in 2016-17

- ❖ Completed road projects in Hidden Lakes, Persimmon Avenue, Sanford Ave repairs & Town Center Blvd. resurfacing.
- ❖ Performed pre-pour and Certificate of Occupancy (CO) Inspections for the Thornbrooke Subdivision & various locations Citywide.
- ❖ Completed inspections for the Seminole County Sports Complex.
- ❖ Replaced curbs, gutters & various miscellaneous concrete projects Citywide.

Goals and Objectives for 2017-18

- ❖ Continue to monitor contractors to assure projects are completed on time and within the budget.
- ❖ Address customers concerns to best of our ability and make sure all calls and requests are answered within the same day.
- ❖ Assess the City's streets & sidewalks and make the necessary repairs that are needed.

Public Works - Administration Performance Measures				
Activity	Actual 2014-2015	Actual 2015-2016	Expected 2016-2017	Proposed 2017-2018
Amount of CIP's Managed	10	10	12	3
Resurfacing Costs		565,247	1,250,000	1,150,000
Sidewalk Costs - Repairs & New		249,190	200,000	200,000
Traffic Calming Costs		8,745	25,000	28,000
Lane Miles within the City	322	322	322	322
Capital Projects Managed - Design Phase		6	7	4
Capital Projects Managed - Construction		8	8	6
Miles of Roads Resurfaced (Lane Miles)		5.9	7	8
LF Sidewalk New		5,750	500	350
LF Sidewalk Repair/Replaced		2,400	2,000	1,000
Curb Ramps Installed/Replaced		138	15	25
Traffic Calming Devices Installed		2	12	8
Locates Performed		855	750	850
Inspections Performed (Driveways, C.O.'s & Demolition)		51	75	125

Authorized Positions

	Grade	Funded 2016	Funded 2017	+/-	Funded 2018	Authorized & Unfunded
Public Works Director **	433	0.50	0.50	(0.15)	0.35	-
City Engineer **		-	-	-	-	0.50
Public Works Manager	422	1.00	1.00	-	1.00	-
Administrative Coordinator	413	1.00	1.00	-	1.00	-
Administrative Specialist II	409			1.00	1.00	
Fiscal Specialist	412	1.00	1.00	(1.00)	-	1.00
Total		3.50	3.50	(0.15)	3.35	1.50

** Split between funds or departments/divisions

Public Works Administration

Account	Description	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2018 Final Budget
Personnel						
001-4001-539.12-00	Regular Salaries & Wages	216,135	223,115	227,164	223,246	250,805
001-4001-539.12-02	Regular Salaries - Additional Pays	1,509	1,091	291	294	206
001-4001-539.12-06	Reg Salaries - Opt Out Health Insurance	1,800	1,900	1,845	1,760	1,584
001-4001-539.14-00	Overtime	-	-	-	6,035	6,217
001-4001-539.21-00	FICA/Medicare Taxes	16,584	17,024	17,398	17,743	19,851
001-4001-539.22-01	Retirement Contributions - FRS	24,150	25,579	25,346	28,067	26,421
001-4001-539.23-00	Medical Insurance	13,272	13,272	13,547	15,820	30,407
001-4001-539.23-02	Medical Insurance - Life & ST Disability	1,043	1,133	1,192	1,125	1,270
001-4001-539.24-00	Worker's Compensation	1,817	1,271	1,077	1,314	3,884
	Subtotal Personnel Services	276,310	284,385	287,860	295,404	340,645
Operating						
001-4001-539.34-00	Other Contractual Services	1,349	2,698	2,698	5,000	5,000
001-4001-539.40-00	Travel & Per Diem	53	70	43	700	660
001-4001-539.41-00	Communications Services	2,797	3,101	2,975	2,522	2,970
001-4001-539.42-00	Postage & Transportation	133	170	37	300	300
001-4001-539.44-00	Rentals & Leases	1,047	1,036	1,036	1,036	1,036
001-4001-539.45-01	Insurance - Operating Liability	7,834	8,360	14,036	16,130	17,149
001-4001-539.45-02	Insurance - Auto Liability	879	882	950	874	1,026
001-4001-539.46-00	Repair & Maintenance Services	1,017	5,964	1,600	2,000	5,600
001-4001-539.47-00	Printing & Binding	1,257	819	940	1,300	1,414
001-4001-539.49-00	Other Charges/Obligations	1,382	1,634	1,294	2,350	2,350
001-4001-539.51-00	Office Supplies	1,036	526	903	1,000	1,000
001-4001-539.52-00	Operating Supplies	501	401	420	1,000	1,000
001-4001-539.52-01	Operating Supplies - Gasoline/Diesel/Lubric	3,936	3,064	3,115	3,100	3,100
001-4001-539.52-05	Operating Supplies - Uniforms	79	88	87	425	550
001-4001-539.54-01	Books/Pubs/Subsc/Memb - Prof Dues	316	300	310	725	360
001-4001-539.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	265	705	680	695	14,695
001-4001-539.54-03	Books/Pubs/Subsc/Memb - Subscriptions	716	806	1,000	1,000	1,000
	Subtotal Operating	24,597	30,624	32,124	40,157	59,210
Total Public Works Administration		\$ 300,907	\$ 315,009	\$ 319,984	\$ 335,561	\$ 399,855

Public Health

The Public Health division coordinates with the Seminole County Mosquito Authority for mosquito control and the East Volusia Mosquito Control for controlling the midge population. Public Health monitors the nuisance pest population and sprays on a limited basis for outbreaks and special events.

Summary

Expenditures	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Salaries	\$ 65	\$ 67	\$ 5,538	\$ 5,704
Benefits	26	28	1,135	1,223
Operating	23,400	2,648	95,095	95,170
Supplies	101	76	6,833	2,240
Capital	-	-	-	-
Total	\$ 23,592	\$ 2,819	\$ 108,601	\$ 104,337

Funding Source				
General Fund	\$ 23,592	\$ 2,819	\$ 108,601	\$ 104,337
Total	\$ 23,592	\$ 2,819	\$ 108,601	\$ 104,337

Our Accomplishments in 2016-17

- ❖ Organized information to post for the contract to go out to bid to larvicide Lake Monroe.
- ❖ Staff successfully passed the DODD Short Course for mosquito & midge control.

Goals and Objectives for 2017-18

- ❖ Fog for midges when the need arises.
- ❖ Continue to oversee contract management for Clarke Environmental.

- ❖ Continue to educate staff on materials, new species of insects and applications.

PW - HEALTH				
Performance Measures				
Activity	Actual 2014-2015	Actual 2015-2016	Expected 2016-2017	Proposed 2017-2018
Oversee Contract Management for Clarke Environmental	100%	100%	100%	100%

Public Health						
<i>Account</i>	<i>Description</i>	<i>2014 Actual</i>	<i>2015 Actual</i>	<i>2016 Actual</i>	<i>2017 Budget</i>	<i>2018 Final Budget</i>
Personnel						
001-4041-562.12-02	Regular Salaries - Additional Pays	821	65	-	5,538	5,704
001-4041-562.14-00	Overtime	-	-	67	-	-
001-4041-562.21-00	FICA/Medicare Taxes	62	5	5	424	437
001-4041-562.22-01	Retirement Contributions - FRS	59	5	5	420	443
001-4041-562.23-00	Medical Insurance	90	13	15	-	-
001-4041-562.23-02	Medical Insurance - Life & ST Disability	2	-	-	-	-
001-4041-562.24-00	Worker's Compensation	22	3	3	291	343
	Subtotal Personnel Services	1,056	91	95	6,673	6,927
Operating						
001-4041-562.34-00	Other Contractual Services	48,503	22,151	-	90,000	90,000
001-4041-562.40-00	Travel & Per Diem	562	-	45	1,276	1,276
001-4041-562.45-01	Insurance - Operating Liability	753	803	1,356	1,564	1,595
001-4041-562.45-02	Insurance - Auto Liability	255	256	275	253	297
001-4041-562.46-00	Repair & Maintenance Services	1,946	190	972	2,002	2,002
001-4041-562.51-00	Office Supplies	-	-	-	100	100
001-4041-562.52-00	Operating Supplies	3,556	(91)	46	6,000	1,500
001-4041-562.52-01	Operating Supplies - Gasoline/Diesel/Lubric	74	17	30	143	50
001-4041-562.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	305	175	-	590	590
001-4041-562.54-03	Books/Pubs/Subsc/Memb - Subscriptions	-	-	-	-	-
	Subtotal Operating	55,954	23,501	2,724	101,928	97,410
Total Public Health		\$ 57,010	\$ 23,592	\$ 2,819	\$ 108,601	\$ 104,337

Fleet Maintenance

Fleet Maintenance is responsible for preventative maintenance and repairs to City-owned vehicles and equipment, and for management of the fuel system.

Summary

Expenditures	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Salaries	\$ 318,488	\$ 324,433	\$ 326,510	\$ 349,707
Benefits	104,723	110,409	119,870	152,405
Operating	39,207	64,904	58,763	66,807
Supplies	20,032	17,362	20,805	19,970
Capital	-	-	-	-
Total	\$ 482,450	\$ 517,108	\$ 525,948	\$ 588,889

Funding Source				
General Fund	\$ 482,450	\$ 517,108	\$ 525,948	\$ 588,889
Total	\$ 482,450	\$ 517,108	\$ 525,948	\$ 588,889

Our Accomplishments in 2016-17

- ❖ Overhead fans Installed.
- ❖ New vehicle lift Installed.
- ❖ New unleaded fuel pumps installed.

Goals and Objectives for 2017-18

- ❖ Update fleet maintenance equipment - vehicle lifts.
- ❖ Maintain 100% completion on scheduled maintenance.
- ❖ Continue monthly comparison with in house vs. outsource savings.
- ❖ Maintain 100% accident/incident free record.
- ❖ Install another big ceiling fan to expel hazardous fumes.

**Public Works - Fleet
Performance Measures**

Activity	Actual 2014-2015	Actual 2015-2016	Expected 2016-2017	Proposed 2017-2018
Number of Mechanics FTE's	4	4	4	5
Mechanic Billable Hours	8,000	8,000	8,000	10,000
Work Days	200	200	200	200
# Pieces of Rolling Stock	553	572	571	571
# Pieces Non-Rolling Stock	45	43	45	45
# "Services" or Work Orders Completed	2,354	2,241	2,241	2,500
# Preventative Maintenance Services	794	774	774	795
# Repairs Other	1560	1467	1467	1500
Average Time to Complete Repairs (Hours)	1.49	1.52	1.53	1.53
Mechanic Productivity Rate	147	175	141	141
% Repairs Returned	0%	0%	0%	0%
Customer Satisfaction Rating	100%	100%	100%	100%
Hourly Labor Rate	16.00	17.00	17.00	17.00
Average Operating Cost per Work Order	24.00	26.00	26.00	26.00
Average Hourly Rate - Private Shops	100.00	100.00	100.00	100.00
Work Orders to Mechanic Ratio	147	141	141	141

Authorized Positions

	Grade	Funded 2016	Funded 2017	+/-	Funded 2018	Authorized & Unfunded
Fleet Maintenance Superintendent	420	1.00	1.00	-	1.00	-
Crew Leader	414	1.00	1.00	-	1.00	-
Mechanic II	312	3.00	3.00	-	3.00	-
Lead Parts Technician	310	1.00	1.00	-	1.00	-
Mechanic I	310	1.00	1.00	-	1.00	1.00
Inventory & Parts Technician	308	1.00	1.00	-	1.00	-
Total		8.00	8.00	-	8.00	1.00

Fleet Maintenance						
Account	Description	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2018 Final Budget
Personnel						
001-4042-539.12-00	Regular Salaries & Wages	291,486	314,698	323,761	322,883	345,035
001-4042-539.12-02	Regular Salaries - Additional Pays	1,840	3,755	658	2,346	2,346
001-4042-539.14-00	Overtime	123	35	14	1,281	2,326
001-4042-539.21-00	FICA/Medicare Taxes	21,997	23,842	24,119	25,045	26,824
001-4042-539.22-01	Retirement Contributions - FRS	20,363	22,666	23,136	24,576	27,744
001-4042-539.23-00	Medical Insurance	46,452	51,291	56,213	63,280	89,560
001-4042-539.23-02	Medical Insurance - Life & ST Disability	1,295	1,564	1,778	1,619	1,733
001-4042-539.24-00	Worker's Compensation	4,494	5,085	5,163	-	6,544
001-4042-539.25-00	Unemployment Compensation	-	275	-	5,350	-
	Subtotal Personnel Services	388,050	423,211	434,842	446,380	502,112
Operating						
001-4042-539.34-00	Other Contractual Services	48,040	-	3,753	3,200	3,753
001-4042-539.41-00	Communications Services	2,527	1,584	1,576	1,787	1,787
001-4042-539.42-00	Postage & Transportation	-	-	-	10	10
001-4042-539.43-00	Utility Services	6,686	6,468	6,252	6,992	6,992
001-4042-539.44-00	Rentals & Leases	535	515	515	515	515
001-4042-539.45-01	Insurance - Operating Liability	3,175	3,433	4,119	4,265	1,819
001-4042-539.45-02	Insurance - Auto Liability	1,092	1,095	1,179	1,086	1,726
001-4042-539.46-00	Repair & Maintenance Services	13,985	22,621	27,829	18,520	28,570
001-4042-539.47-00	Printing & Binding	357	437	481	1,060	1,060
001-4042-539.49-00	Other Charges/Obligations	1,226	3,054	19,200	21,328	20,575
001-4042-539.51-00	Office Supplies	657	709	1,209	1,000	1,000
001-4042-539.52-00	Operating Supplies	7,180	9,117	7,830	9,200	9,200
001-4042-539.52-01	Operating Supplies - Gasoline/Diesel/Lubric	8,130	5,203	3,877	5,200	4,000
001-4042-539.52-05	Operating Supplies - Uniforms	2,133	2,415	2,537	2,600	2,925
001-4042-539.54-01	Books/Pubs/Subsc/Memb - Prof Dues	-	179	155	180	180
001-4042-539.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	69	909	254	1,125	165
001-4042-539.54-03	Books/Pubs/Subsc/Memb - Subscriptions	1,500	1,500	1,500	1,500	2,500
	Subtotal Operating	97,292	59,239	82,266	79,568	86,777
Total Fleet Maintenance		\$ 485,342	\$ 482,450	\$ 517,108	\$ 525,948	\$ 588,889

Facilities Maintenance

Facilities Maintenance operates and maintains 35 City owned buildings to ensure their readiness for use by our citizens, visitors and staff, in order to maintain a safe and comfortable environment for all. Staff must be skilled in various trades, including electrical, plumbing, air conditioning system, carpentry, elevator and mechanical repairs. This division also provides custodial services as well as mail delivery and lighting maintenance.

Summary

Expenditures	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Salaries	\$ 400,373	\$ 348,558	\$ 394,655	\$ 381,571
Benefits	126,222	124,428	141,913	177,067
Operating	285,147	245,673	327,320	322,480
Supplies	35,883	66,604	33,730	35,495
Capital	-	-	-	-
Total	\$ 847,625	\$ 785,263	\$ 897,618	\$ 916,613

Funding Source				
General Fund	\$ 847,625	\$ 785,263	\$ 897,618	\$ 916,613
Total	\$ 847,625	\$ 785,263	\$ 897,618	\$ 916,613

Our Accomplishments in 2016-17

- ❖ Overseeing the A/C project at city hall.
- ❖ Assisted in the re-roof and re-skin project of the fleet maintenance building.
- ❖ Installed (2) new signs with lighting at city hall.
- ❖ Had contractor replace the Welcome Center doors with new wooden doors.
- ❖ Built a new wall for the City Clerk's office.
- ❖ Assisted in the remodeling of the city hall break room.

Goals and Objectives for 2017-18

- ❖ Replace the last (2) electrical cabinets on Seminole Blvd.
- ❖ Remodeling of the City Commission Chambers at city hall to include new seating, flooring & ceiling.
- ❖ 20,000 in ADA compliance upgrades.
- ❖ Refurbish PWC break room Streets & Stormwater Division.

Public Works - Facilities Performance Measures

Activity	Actual 2014-2015	Actual 2015-2016	Expected 2016-2017	Proposed 2017-2018
Total Square Footage Maintained	310,318	310,318	310,318	310,318
# Work Orders Completed	1,482	1,415	1,415	1,425
Total # Repairs	0	735	735	750
Total # Emergencies	0	329	329	335
Total # Other	0	342	342	342
% Non Emergency Work Orders Completed within (5) days of request	0	86%	86%	86%
% Emergency Repairs Completed within 24 Hours	100%	100%	100%	100%
Cost per Work Order Completed	0	140.71	140.71	140.71

Authorized Positions

	Grade	Funded 2016	Funded 2017	+/-	Funded 2018	Authorized & Unfunded
PW Maintenance Superintendent	420	1.00	1.00	-	1.00	-
Field Supervisor	416	1.00	1.00	-	1.00	-
Electrical Technician	314	2.00	2.00	-	2.00	-
Trades Maintenance Technician II	313	2.00	2.00	-	2.00	1.00
Trades Maintenance Technician I	309	1.00	1.00	-	1.00	1.00
Custodial Worker II	305	1.00	1.00	-	1.00	-
Custodial Worker I	302	1.00	1.00	-	1.00	-
Total		9.00	9.00	-	9.00	2.00

Facilities Maintenance						
Account	Description	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2018 Final Budget
Personnel						
001-4046-539.12-00	Regular Salaries & Wages	368,766	394,816	343,871	375,984	362,340
001-4046-539.12-06	Reg Salaries - Opt Out Health Insurance	1,200	300	-	-	-
001-4046-539.14-00	Overtime	7,724	5,257	4,687	18,671	19,231
001-4046-539.21-00	FICA/Medicare Taxes	28,016	29,620	25,841	30,268	29,264
001-4046-539.22-01	Retirement Contributions - FRS	30,016	30,228	25,964	29,920	35,797
001-4046-539.23-00	Medical Insurance	53,088	56,406	63,506	71,190	100,755
001-4046-539.23-02	Medical Insurance - Life & ST Disability	1,760	1,820	1,834	1,871	1,809
001-4046-539.24-00	Worker's Compensation	8,169	8,148	7,283	8,664	9,442
	Subtotal Personnel Services	498,739	526,595	472,986	536,568	558,638
Operating						
001-4046-539.31-00	Professional Services	-	-	-	150	150
001-4046-539.34-00	Other Contractual Services	19,732	15,887	5,330	20,128	17,620
001-4046-539.41-00	Communications Services	4,094	4,639	5,022	5,902	5,902
001-4046-539.42-00	Postage & Transportation	-	-	-	-	25
001-4046-539.43-00	Utility Services	132,981	135,300	140,283	136,591	141,498
001-4046-539.44-00	Rentals & Leases	535	669	634	1,515	1,515
001-4046-539.45-01	Insurance - Operating Liability	9,180	9,840	14,913	24,444	18,468
001-4046-539.45-02	Insurance - Auto Liability	3,811	3,824	4,117	4,134	5,038
001-4046-539.46-00	Repair & Maintenance Services	55,679	100,081	60,266	103,790	102,598
001-4046-539.47-00	Printing & Binding	58	214	258	316	316
001-4046-539.48-00	Promotional Activities	6,464	13,290	14,746	30,000	29,000
001-4046-539.49-00	Other Charges/Obligations	289	1,403	104	350	350
001-4046-539.51-00	Office Supplies	628	556	513	500	500
001-4046-539.52-00	Operating Supplies	16,014	22,272	55,403	18,000	19,600
001-4046-539.52-01	Operating Supplies - Gasoline/Diesel/Lubric	21,450	11,028	9,108	11,100	11,100
001-4046-539.52-05	Operating Supplies - Uniforms	1,732	1,880	1,580	2,925	2,925
001-4046-539.54-01	Books/Pubs/Subsc/Memb - Prof Dues	-	52	-	280	280
001-4046-539.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	180	95	-	925	1,090
	Subtotal Operating	272,827	321,030	312,277	361,050	357,975
Total Facilities Maintenance		\$ 771,566	\$ 847,625	\$ 785,263	\$ 897,618	\$ 916,613

Streets

Funding for roads are included in the General Fund and one Special Revenue fund; the Local Option Gas Tax Fund. Roadway structures include roads, sidewalks, curbs, drainage systems and signalization of roads. The City currently contains 185 miles of roads and 80 miles of sidewalks.

Summary

Expenditures	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Salaries	\$ 486,334	\$ 503,641	\$ 507,427	\$ 543,200
Benefits	178,663	187,798	208,546	249,738
Operating	213,293	234,039	224,601	262,171
Supplies	83,523	64,011	88,495	84,740
Capital	-	-	-	-
Total	\$ 961,813	\$ 989,489	\$ 1,029,069	\$ 1,139,849

Funding Source				
General Fund	\$ 961,813	\$ 989,489	\$ 1,029,069	\$ 1,139,849
Total	\$ 961,813	\$ 989,489	\$ 1,029,069	\$ 1,139,849

Our Accomplishments in 2016-17

- ❖ Rehabbed over 24,000 linear feet of alleyways.
- ❖ Trimmed trees in Georgetown, Historic District & Goldsboro.
- ❖ Removed dead, diseased and fallen trees - citywide.
- ❖ Continued maintenance on 180 miles of roads (pot holes, road cuts & repairs) citywide.
- ❖ 106 miles of sidewalks (repaired, replaced broken panels & trip hazards) citywide.

Goals and Objectives for 2017-18

- ❖ Continue Alley Rehab project.
- ❖ Continue 24hour response to pothole complaints and trip hazards.
- ❖ Improve on sandbag disbursement in emergency situations.
- ❖ Continue ROW mowing citywide.

PW - Streets				
Performance Measures				
Activity	Actual 2014-2015	Actual 2015-2016	Expected 2016-2017	Proposed 2017-2018
Total Work Orders		2,612	1,306	1,306
Pot Holes		123	125	125
Asphalt Repair		70	70	70
Concrete Work		55	60	60
Grading		12	15	15
Brick Repair/Replace		52	25	25
Tractor Machine Mow Lots & ROWs		111	115	115
Tree Work		322	325	325
Alley Maintenance		90	90	90
Sign Maintenance		896	900	900
% of Non-Emergency Work Orders Completed within (5) Days of Request		90%	100%	100%
% of Emergency Repairs Completed within (24) hours		100%	100%	100%
Cost per Work Order Completed		\$ 221.06	\$ 230.00	\$ 230.00

Authorized Positions

	Grade	Funded 2016	Funded 2017	+/-	Funded 2018	Authorized & Unfunded
Project Manager	423	-	-	-	-	1.00
Streets Superintendent	421	1.00	1.00	-	1.00	-
Senior Public Works Inspector **	418	0.80	0.80	-	0.80	-
Signs and Traffic Coordinator	416	1.00	1.00	-	1.00	-
Crew Leader	414	2.00	2.00	-	2.00	-
Equipment Operator IV	312	2.00	2.00	-	2.00	-
Equipment Operator II	309	1.00	1.00	-	1.00	-
Administrative Specialist II **	409	0.50	0.50	-	0.50	-
Maintenance Worker, Lead	307	3.00	3.00	-	3.00	-
Sign Technician	307	1.00	1.00	-	1.00	-
Equipment Operator I	307	-	-	-	-	1.00
Maintenance Worker	304	1.00	1.00	-	1.00	2.00
Total		13.30	13.30	-	13.30	4.00

** Split between funds or departments/divisions

Streets						
Account	Description	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2018 Final Budget
Personnel						
001-4047-541.12-00	Regular Salaries & Wages	448,904	475,360	489,837	495,599	519,306
001-4047-541.12-02	Regular Salaries - Additional Pays	10	-	-	-	-
001-4047-541.12-06	Reg Salaries - Opt Out Health Insurance	1,700	-	698	-	1,643
001-4047-541.14-00	Overtime	6,474	10,974	13,106	11,828	22,251
001-4047-541.21-00	FICA/Medicare Taxes	33,321	35,259	36,973	38,919	41,661
001-4047-541.22-01	Retirement Contributions - FRS	31,619	34,504	35,363	37,935	42,693
001-4047-541.23-00	Medical Insurance	71,799	85,963	92,505	105,203	133,220
001-4047-541.23-02	Medical Insurance - Life & ST Disability	2,120	2,411	2,685	2,460	2,600
001-4047-541.24-00	Worker's Compensation	19,392	20,526	20,272	24,029	29,564
	Subtotal Personnel Services	615,339	664,997	691,439	715,973	792,938
Operating						
001-4047-541.34-00	Other Contractual Services	93,284	99,532	93,330	94,988	94,988
001-4047-541.40-00	Travel & Per Diem	-	-	-	70	70
001-4047-541.41-00	Communications Services	4,975	2,656	2,274	3,038	3,038
001-4047-541.42-00	Postage & Transportation	-	44	-	60	60
001-4047-541.43-00	Utility Services	6,590	6,762	8,228	6,727	8,727
001-4047-541.44-00	Rentals & Leases	535	515	1,792	1,615	2,615
001-4047-541.45-01	Insurance - Operating Liability	15,512	16,589	28,433	35,939	39,380
001-4047-541.45-02	Insurance - Auto Liability	7,730	7,757	8,824	10,816	11,933
001-4047-541.46-00	Repair & Maintenance Services	92,516	77,475	89,622	69,750	99,750
001-4047-541.47-00	Printing & Binding	111	618	220	278	290
001-4047-541.49-00	Other Charges/Obligations	1,067	1,345	1,316	1,320	1,320
001-4047-541.51-00	Office Supplies	405	322	528	800	800
001-4047-541.52-00	Operating Supplies	7,543	5,917	7,046	11,495	11,495
001-4047-541.52-01	Operating Supplies - Gasoline/Diesel/Lubric	47,598	38,704	27,459	37,100	33,000
001-4047-541.52-05	Operating Supplies - Uniforms	3,550	3,372	3,355	4,550	4,550
001-4047-541.53-00	Road Materials & Supplies	31,027	33,708	23,923	31,575	31,575
001-4047-541.54-01	Books/Pubs/Subsc/Memb - Prof Dues	452	485	695	520	820
001-4047-541.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	1,110	415	1,005	2,455	2,500
001-4047-541.54-03	Books/Pubs/Subsc/Memb - Subscriptions	274	600	-	-	-
	Subtotal Operating	314,279	296,816	298,050	313,096	346,911
Total Streets		\$ 929,618	\$ 961,813	\$ 989,489	\$ 1,029,069	\$ 1,139,849

Parks and Grounds

The Parks and Grounds division is responsible for the operation and maintenance of 29 City parks, 20 traffic medians, 18 facilities, 6 signs locations, 2 trails and the historic downtown CRA district for a total of 242 acres. This division is responsible for a variety of activities including:

- Landscape maintenance of all properties, including lake treatment in parks.
- Maintenance and renovation of play equipment, amenities and facilities.
- Oversee contractual maintenance at 25 sites, the cemetery, and schedule annual replacement at various City planting locations and lake treatments at various locations.
- Maintain and staff Fort Mellon Park amenities as required (Splash pad attendants, Park Rangers, Landscape Maintenance, restroom cleaning/monitoring, rental services)
- Monthly pest control at 18 city facilities. Fertilization, weed control and insect control for landscape areas.
- Clean-up response to emergency weather conditions.
- Set-up/break-down and manpower for over 100 special events per year.
- Cemetery management to include lot sales, lot marking, open/closings, deed management.
- Rental of park facilities (scheduling, cash receipts).
- Special projects (historic trees, street rights-of-way beautification).

Summary

Expenditures	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Salaries	\$ 975,386	\$ 971,601	\$ 995,471	\$ 1,040,003
Benefits	322,602	321,359	365,577	468,649
Operating	554,310	616,621	691,015	716,837
Supplies	128,207	124,275	137,650	142,001
Capital	-	-	-	-
Total	\$ 1,980,505	\$ 2,033,856	\$ 2,189,713	\$ 2,367,490

Funding Source				
General Fund	\$ 1,980,505	\$ 2,033,856	\$ 2,189,713	\$ 2,367,490
Total	\$ 1,980,505	\$ 2,033,856	\$ 2,189,713	\$ 2,367,490

Our Accomplishments in 2016-17

- ❖ Outsourced 12 sites for landscape maintenance.
- ❖ Performed \$20,000 in replanting in the Downtown and Riverwalk areas.
- ❖ Applied for and received a \$20,320 Go Greenfield grant to install exercise equipment in two parks.
- ❖ Refurbished Chase Park tennis courts.
- ❖ Repainted and striped three tennis courts at Groveview Park.
- ❖ Demolished the gazebo at Centennial Park.
- ❖ Replaced the safety surface and arch climber at Ft. Mellon Park.
- ❖ Strung over 20,000 lights for the annual holiday lighting.
- ❖ Worked 90 special events and completed 518 work orders.
- ❖ Completed annual tree trimming on Seminole Blvd. and the Historic Downtown.
- ❖ Seal coated and striped the Lee P. Moore and Groveview Parks parking lots.

Goals and Objectives for 2017-18

- ❖ Replace playground, install swing set and add new rubberized safety at George Starke Park.
- ❖ Replace a bridge at George Starke Park.
- ❖ Trim palms on N Palmetto Avenue.
- ❖ Replace landscape in the city hall parking lot.
- ❖ Install asphalt millings and create a drive access in Evergreen III cemetery.
- ❖ Replace swing benches on Riverwalk.
- ❖ Paint swing pavilions and all structures in Ft. Mellon Park.
- ❖ Mulch all playgrounds.
- ❖ Address washout areas on Riverwalk Phase II.
- ❖ Replace the signage at the Municipal cemetery.

PW - PARKS AND GROUNDS
Performance Measures

Activity	Actual 2014-2015	Actual 2015-2016	Expected 2016-2017	Proposed 2017-2018
Acres Maintained	251	251	251	251
Acres Contracted	48	81	81	118
Acres In-House	203	170	170	133
Work Orders Generated	1,375	593	593	550
Work Orders Completed	1,177	518	518	525

Authorized Positions

	Grade	Funded 2016	Funded 2017	+/-	Funded 2018	Authorized & Unfunded
Operations Manager	422	1.00	1.00	-	1.00	-
Project Manager **	423	0.70	0.70	-	0.70	-
Operations Superintendent	419	1.00	1.00	-	1.00	-
Urban Forester	416	1.00	1.00	-	1.00	-
Crew Leader	414	3.00	2.00	-	2.00	1.00
Spray Technician	312	2.00	2.00	-	2.00	-
Irrigation Technician	311	1.00	1.00	1.00	2.00	-
Park Ranger	309	2.00	3.00	-	3.00	-
Administrative Specialist III	412	1.00	1.00	-	1.00	-
Equipment Operator II	309	-	-	-	-	1.00
Customer Service Representative	408	1.00	1.00	-	1.00	-
Maintenance Worker, Lead	307	4.00	4.00	(1.00)	3.00	1.00
Maintenance Worker	304	10.00	8.50	-	8.50	2.00
Recreation Activity Leader (part-time)	401	1.40	1.00	-	1.00	-
Total		29.10	27.20	-	27.20	5.00

** Split between funds or departments/divisions

Parks and Grounds

Account	Description	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2018 Final Budget
Personnel						
001-4048-572.12-00	Regular Salaries & Wages	976,673	915,571	919,098	931,722	950,160
001-4048-572.12-02	Regular Salaries - Additional Pays	10,170	12,058	12,058	11,730	23,461
001-4048-572.12-06	Reg Salaries - Opt Out Health Insurance	5,100	4,800	4,211	4,692	3,519
001-4048-572.13-10	Other Salaries & Wages - Part Time	21,273	20,994	14,340	18,002	32,658
001-4048-572.14-00	Overtime	24,647	21,963	21,894	29,325	30,205
001-4048-572.21-00	FICA/Medicare Taxes	76,406	72,217	72,234	76,447	79,765
001-4048-572.22-01	Retirement Contributions - FRS	82,967	76,754	71,072	76,547	85,599
001-4048-572.23-00	Medical Insurance	155,651	146,134	150,715	179,374	268,499
001-4048-572.23-02	Medical Insurance - Life & ST Disability	4,644	4,665	4,461	4,680	4,930
001-4048-572.24-00	Worker's Compensation	23,763	22,832	22,929	28,529	29,856
001-4048-572.25-00	Unemployment Compensation	3,416	-	(52)	-	-
	Subtotal Personnel Services	1,384,710	1,297,988	1,292,960	1,361,048	1,508,652
Operating						
001-4048-572.31-00	Professional Services	25,250	28,500	27,569	27,000	27,000
001-4048-572.34-00	Other Contractual Services	29,425	34,617	1,186	918	2,118
001-4048-572.40-00	Travel & Per Diem	657	27	149	400	450
001-4048-572.41-00	Communications Services	19,801	16,164	13,611	18,899	18,899
001-4048-572.42-00	Postage & Transportation	561	509	396	550	550
001-4048-572.43-00	Utility Services	242,790	237,378	245,918	265,160	242,322
001-4048-572.44-00	Rentals & Leases	2,747	3,246	7,261	5,964	5,964
001-4048-572.45-01	Insurance - Operating Liability	23,309	24,868	42,261	73,523	80,327
001-4048-572.45-02	Insurance - Auto Liability	10,315	10,350	11,143	11,175	13,856
001-4048-572.46-00	Repair & Maintenance Services	132,093	192,995	259,899	278,946	308,446
001-4048-572.47-00	Printing & Binding	1,279	747	481	1,380	1,000
001-4048-572.48-00	Promotional Activities	2,890	804	3,969	3,000	11,665
001-4048-572.49-00	Other Charges/Obligations	2,814	4,105	2,778	4,100	4,240
001-4048-572.51-00	Office Supplies	2,699	2,218	2,496	2,700	2,700
001-4048-572.52-00	Operating Supplies	133,984	78,510	81,105	81,550	84,341
001-4048-572.52-01	Operating Supplies - Gasoline/Diesel/Lubric	60,343	38,425	29,025	36,500	36,500
001-4048-572.52-05	Operating Supplies - Uniforms	7,993	7,103	8,837	9,750	9,750
001-4048-572.54-01	Books/Pubs/Subsc/Memb - Prof Dues	520	640	1,194	1,050	1,050
001-4048-572.54-02	Books/Pubs/Subsc/Memb - Conf/Seminar	1,732	944	1,618	5,650	7,160
001-4048-572.54-03	Books/Pubs/Subsc/Memb - Subscriptions	-	367	-	450	500
	Subtotal Operating	701,202	682,517	740,896	828,665	858,838
Total Parks and Grounds		\$ 2,085,912	\$ 1,980,505	\$ 2,033,856	\$ 2,189,713	\$ 2,367,490

Local Option Gas Tax Fund

Local Option Gas Tax Revenue is received from a Local Fuel Tax adopted county wide and is collected by the State, and distributed to county and local governments based on a statutory formula. The revenues collected are restricted in use to public transportation, roadway and right-of-way maintenance, roadway drainage, street lighting, traffic engineering and signalization, pavement marking, bridge maintenance and operation, and debt service for the same [S.336.025(7) F.S.].

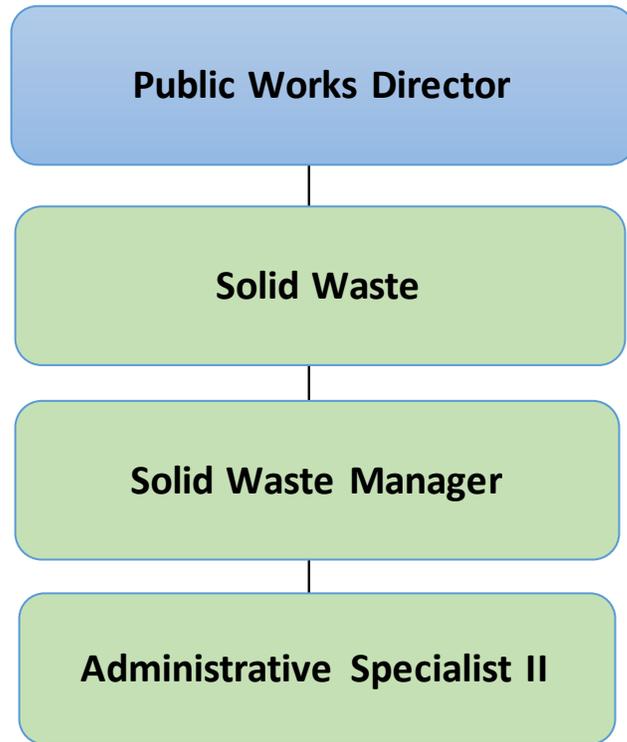
Summary

Expenditures	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Operating	519,291	1,027,410	504,078	535,000
Supplies	92,062	80,584	97,250	105,250
Capital	327,482	620,356	466,672	579,715
Other	-	-	131,281	-
Total	\$ 938,835	\$ 1,728,350	\$ 1,199,281	\$ 1,219,965

Funding Source				
Local Option Gas Tax	\$ 938,835	\$ 1,728,350	\$ 1,199,281	\$ 1,219,965
Total	\$ 938,835	\$ 1,728,350	\$ 1,199,281	\$ 1,219,965

This fund includes utilities for street lights (\$400,000), CSX transportation (\$13,408), traffic agreement with Seminole County (\$123,354), and funding for asphalt rehabilitation (\$579,715). The detailed budget for this program is located in the Special Revenue Fund section of this budget document.

PUBLIC WORKS DEPARTMENT



Solid Waste

The Solid Waste Division provides for the scheduled collection and disposal of residential and commercial solid waste services through management of contractual services. The franchise agreement, solid waste ordinance and contract ensure accountability to the City and service consistency.

Summary

Expenditures	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Salaries	\$ 82,429	\$ 84,745	\$ 85,985	\$ 110,713
Benefits	29,342	37,837	30,487	43,256
Operating	5,362,387	5,459,926	5,564,337	5,727,458
Supplies	3,410	8,047	14,950	48,050
Capital	-	-	30,000	32,000
Other	342,313	184,760	184,000	184,000
Additions to Reserves	-	-	21,099	-
Total	\$ 5,819,881	\$ 5,775,315	\$ 5,930,858	\$ 6,145,477
Funding Source				
Solid Waste Fund	\$ 5,819,881	\$ 5,775,315	\$ 5,930,858	\$ 6,145,477
Total	\$ 5,819,881	\$ 5,775,315	\$ 5,930,858	\$ 6,145,477

Our Accomplishments in 2016-17

- ❖ Collected 16,943 tons of residential solid waste from approximately 13,136 residents.
- ❖ Collected 2,970 tons of residential yard waste from approximately 13,136 residents.
- ❖ Collected 1,297 tons of residential recycling from approximately 13,136 residents.
- ❖ Collected 294 tons of debris was collected during April and October for the Community Clean-Up Days.
- ❖ Roll Off Collection - 5,452 hauls and 23,278 tons of debris collected from businesses.
- ❖ Front Load Collection - 22,203 tons of debris collected from business.

Goals and Objectives for 2017-18

- ❖ Protect the quality of air, water, soil another natural resources of the City, as well as the health, safety and welfare of its citizens.
- ❖ Ensure solid waste and recyclable materials are collected, transported and disposed in a proper, sanitary and efficient manner.
- ❖ Eliminate illegal dumping.
- ❖ Provide an effective method of paying the costs for the services rendered.
- ❖ Encourage and promote Adopt-A-Road Program participation.

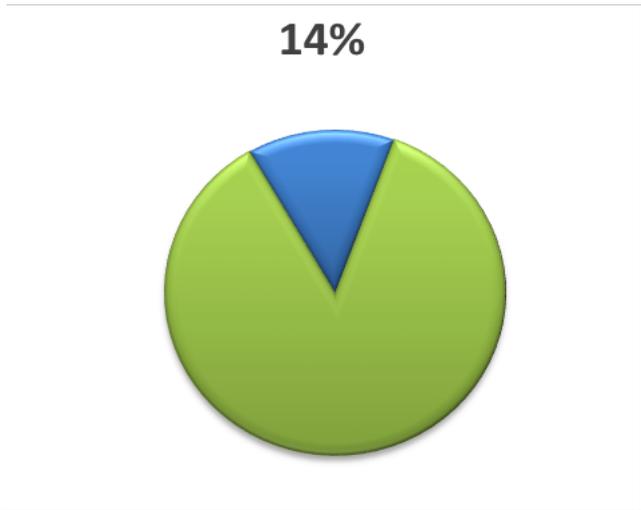
PW - SOLID WASTE				
Performance Measures				
Activity	Actual 2014-2015	Actual 2015-2016	Expected 2016-2017	Proposed 2017-2018
Payment to Solid Waste Contractor (Residential Only)	2,450,034	2,478,880	4,959,187	4,959,187
Monthly Service Charge for Solid Waste	19	18	18	18
# Tons of Waste Collected	15,339	16,706	16,706	16,706
# Tons of Recycled Waste Collected	1,365	1,184	1,184	1,184
# Tons of Yard Waste Collected	3,439	3,263	3,263	3,263
# Residential Customers Served	13,059	13,214	13,298	14,000
# Service Complaints	517	598	598	598
% "On Time" Collection Rate	99%	100%	99%	99%
Complaints per 1000 Customers	98%	95%	112%	100%
Cost for Ton for Disposal	33	33	33	33
\$ Value of Recyclables diverted from Landfill	67,294	48,218	35,736	48,219
Revenue Received from Recycled Materials	26,110	12,483	12,871	12,871

Authorized Positions

	Grade	Funded 2016	Funded 2017	+/-	Funded 2018	Authorized & Unfunded
Public Works Director**	433	-	-	0.10	0.10	-
Solid Waste Manager	419	1.00	1.00	-	1.00	-
Administrative Specialist II	409	1.00	1.00	-	1.00	-
Total		2.00	2.00	0.10	2.10	-

** Split between funds or departments/divisions

Solid Waste as a percentage of Enterprise Funds

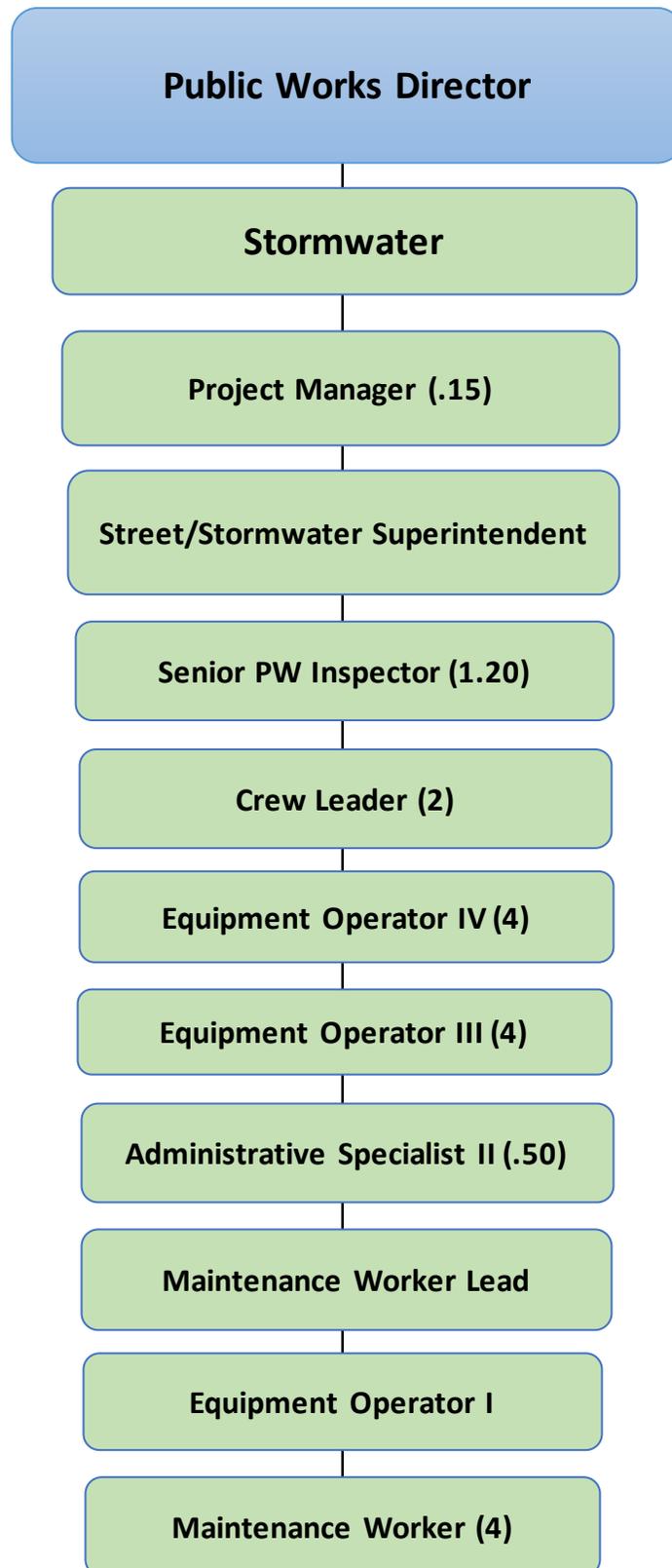


Solid Waste Revenues and Expenses	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2018 Final Budget
Operating Revenues					
Charges for Services	\$ 5,403,337	\$ 5,520,377	\$ 5,553,701	\$ 5,930,858	\$ 6,062,758
Other	2,871	3,781	(56)	-	-
Total operating revenue	5,406,208	5,524,158	5,553,646	5,930,858	6,062,758
Operating Expenses					
Personnel Services	92,181	111,771	122,582	116,472	153,969
Materials/Other Services	5,348,223	5,366,159	5,468,733	5,579,287	5,775,508
Total operating expenses	5,440,404	5,477,930	5,591,315	5,695,759	5,929,477
Operating Income	(34,196)	46,228	(37,669)	235,099	133,281
Non-Operating Revenue/(Expense)					
Capital Expenses	-	-	-	30,000	32,000
Total Non-Operating	-	-	-	30,000	32,000
Income Before Transfers and Contributions					
	(34,196)	46,228	(37,669)	205,099	101,281
Transfers In	-	-	-	-	-
Transfers Out	(335,163)	(341,951)	(184,000)	(184,000)	(184,000)
Net Change in Assets	(369,359)	(295,723)	(221,669)	21,099	(82,719)
Net Assets - Beginning*	997,036	627,677	331,954	110,286	131,385
Net Assets - Ending*	\$ 627,677	\$ 331,954	\$ 110,286	\$ 131,385	\$ 48,666

*Includes Restricted Assets.

Solid Waste						
Account	Description	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2018 Final Budget
Revenues						
401-0000-343.40-01	Service Charges - Residential	2,339,350	2,483,439	2,524,447	2,694,315	2,745,079
401-0000-343.40-02	Service Charges - Commercial	2,393,389	2,447,236	2,458,964	2,635,935	2,745,079
401-0000-343.41-01	Recycling Income - Residential	37,758	12,367	45,077	23,566	46,000
401-0000-343.41-04	Recycling Income - Commercial	112,169	113,215	111,380	112,509	112,600
401-0000-343.90-00	Physical Env - Other Charges	4,761	3,328	2,948	2,977	3,000
401-0000-349.10-00	Handling Fee	354,305	290,549	293,347	292,556	295,000
401-0000-361.10-00	Interest	4,547	1,459	(651)	-	-
401-0000-361.30-00	Interest - Unrealized	539	637	(58)	-	-
401-0000-361.40-00	Interest - Realized	(2,240)	(689)	101	-	-
401-0000-369.30-00	Refund for Prior Year Expense	-	2,298	-	-	-
401-0000-369.41-00	Reimbursement of Claims	25	76	552	-	-
401-0000-369.92-10	Admin Share	161,606	170,244	117,539	169,000	116,000
401-0000-389.99-00	Use of Net Assets	-	-	-	-	82,719
Total Solid Waste Revenues		\$5,406,208	\$5,524,158	\$ 5,553,646	\$5,930,858	\$ 6,145,477
Expenses						
401-4002-534.12-00	Regular Salaries & Wages	69,146	80,700	83,064	85,385	104,096
401-4002-534.12-02	Regular Salaries - Additional Pays	606	606	581	600	6,497
401-4002-534.12-06	Reg Salaries - Opt Out Health Insurance	500	-	-	-	120
401-4002-534.12-10	Regular Salaries & Wages - OPEB	2,160	1,123	1,100	-	-
401-4002-534.21-00	FICA/Medicare Taxes	5,119	6,208	6,180	6,596	8,492
401-4002-534.22-01	Retirement Contributions - FRS	4,809	5,936	6,029	6,474	10,257
401-4002-534.23-00	Medical Insurance	8,710	13,272	15,482	16,184	22,906
401-4002-534.23-02	Medical Insurance - Life & ST Disability	367	424	476	431	544
401-4002-534.24-00	Worker's Compensation	764	760	782	802	1,057
401-4002-534.27-00	Pension GASB 68	-	2,742	8,888	-	-
401-4002-534.31-00	Professional Services	3,875	-	2,325	3,000	3,000
401-4002-534.34-00	Other Contractual Services	16,174	-	197	-	-
401-4002-534.34-01	Private Hauler	5,059,490	5,144,327	5,217,881	5,330,250	5,490,158
401-4002-534.34-07	Utilities and Facilities - GF	-	-	-	-	1,918
401-4002-534.34-08	Computer Services - GF	3,102	3,315	3,841	3,888	5,289
401-4002-534.34-09	Engineering - GF	-	-	-	-	18
401-4002-534.34-10	Personnel Services - GF	1,807	1,859	1,555	1,876	1,835
401-4002-534.34-11	Finance/Administration - GF	194,746	204,139	211,270	178,857	178,087
401-4002-534.34-12	Fleet - GF	839	817	839	801	851
401-4002-534.34-22	Artlane Landfill Testing	22,919	1,507	3,518	-	-
401-4002-534.40-00	Travel & Per Diem	-	-	-	1,457	1,457
401-4002-534.41-00	Communications Services	961	646	858	631	880
401-4002-534.42-00	Postage & Transportation	34	38	28	50	50
401-4002-534.44-00	Rentals & Leases	1,047	1,036	1,036	1,036	1,036
401-4002-534.45-01	Insurance - Operating Liability	171	183	294	325	459
401-4002-534.45-02	Insurance - Auto Liability	327	328	353	328	382
401-4002-534.46-00	Repair & Maintenance Services	3,638	818	14,573	29,000	29,000
401-4002-534.47-00	Printing & Binding	3,592	2,163	956	4,588	4,588
401-4002-534.48-00	Promotional Activities	2,534	-	51	5,000	6,000
401-4002-534.49-00	Other Charges/Obligations	2,018	1,211	351	3,250	2,450
401-4002-534.51-00	Office Supplies	693	686	154	1,200	1,200
401-4002-534.52-00	Operating Supplies	28,405	1,485	7,014	10,000	40,000
401-4002-534.52-01	Operating Supplies	801	667	580	1,900	1,000
401-4002-534.52-05	Operating Supplies	36	372	52	525	525
401-4002-534.54-01	Books/Pubs/Subscrs/Membs	195	200	212	225	225
401-4002-534.54-02	Books/Pubs/Subscrs/Membs	-	-	35	1,100	5,100
401-4002-534.64-00	Machinery & Equipment	-	-	-	30,000	32,000
401-4002-534.72-40	Debt Service - Interest	819	362	760	-	-
401-7979-581.91-01	Transfers	151,163	157,951	-	-	-
401-7979-581.91-22	Transfers	184,000	184,000	184,000	184,000	184,000
401-9999-591.99-90	Addition to Reserves	-	-	-	21,099	-
Total Solid Waste Expenses		\$5,775,567	\$5,819,881	\$ 5,775,315	\$5,930,858	\$ 6,145,477

PUBLIC WORKS/STORMWATER



Stormwater

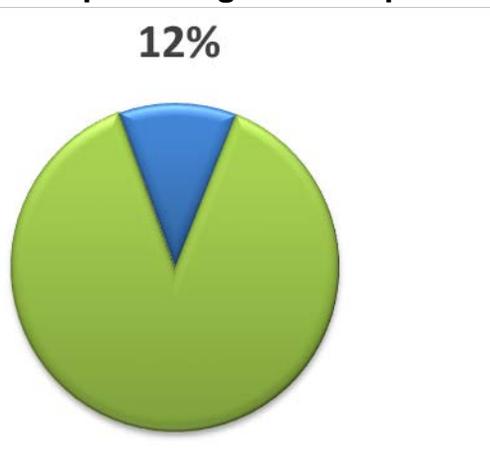
The Storm Water division is responsible for effectively managing the 50 miles of drainage ditches and other drainage structures that make up the City’s drainage system. This division is also responsible for planning, designing and constructing new drainage facilities to augment the existing, older systems, and provide adequate drainage for new development. Storm Water activities are accounted for in a separate enterprise fund which derives its fees from Storm Water Utility fees. The Storm Water will increase October 1, 2017 from \$8.86 to \$9.27 per month.

Summary

Expenditures	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Salaries	\$ 659,262	\$ 690,748	\$ 734,514	\$ 733,926
Benefits	265,723	341,900	299,513	342,372
Operating	597,648	585,055	698,368	860,613
Supplies	156,129	129,102	182,474	176,457
Capital	-	-	2,920,000	1,117,295
Other	829,032	856,988	676,317	521,672
Additions to Reserves	-	-	-	1,471,665
Total	\$ 2,507,794	\$ 2,603,793	\$ 5,511,186	\$ 5,224,000

Funding Source				
Stormwater Fund	\$ 2,507,794	\$ 2,603,793	\$ 5,511,186	\$ 5,224,000
Total	\$ 2,507,794	\$ 2,603,793	\$ 5,511,186	\$ 5,224,000

Storm Water as a percentage of Enterprise Funds



Stormwater Revenues and Expenses	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2018 Final Budget
Operating Revenues					
Charges for Services	\$ 4,435,015	\$ 4,705,595	\$ 5,003,504	\$ 5,083,910	\$ 5,100,000
Other	-	5,300	17,700	-	-
Total operating revenue	4,435,015	4,710,895	5,021,204	5,083,910	5,100,000
Operating Expenses					
Personnel Services	915,480	924,985	1,032,648	1,034,027	1,076,298
Materials/Other Services	726,164	753,777	714,157	880,842	1,037,070
Depreciation	619,628	671,640	708,494	-	-
Total operating expenses	2,261,272	2,350,402	2,455,299	1,914,869	2,113,368
Operating Income	2,173,743	2,360,493	2,565,905	3,169,041	2,986,632
Non-Operating Revenue/(Expense)					
Interest income	34,868	64,463	113,474	110,000	120,000
Intergovernmental	4,955	4,291	4,189	3,900	4,000
Interest expense	(166,650)	(157,392)	(148,494)	(141,032)	(131,070)
Capital Expenses	-	-	-	(2,920,000)	(1,117,295)
Debt Costs	-	-	-	(535,285)	(390,602)
Revenues/(Expenses)	(126,827)	(88,639)	(30,832)	(3,482,417)	(1,514,967)
Income Before Transfers and Contributions	2,046,916	2,271,855	2,535,074	(313,376)	1,471,665
Transfers In/(Out)	-	-	-	-	-
Change in Net Assets	2,046,916	2,271,855	2,535,074	(313,376)	1,471,665
Net Assets - Beginning*	19,941,660	21,988,576	24,260,431	26,795,505	26,482,129
Net Assets - Ending*	\$ 21,988,576	\$ 24,260,431	\$ 26,795,505	\$ 26,482,129	\$ 27,953,794

*Includes restricted assets.

Our Accomplishments in 2016-17

- ❖ Added inlets and 100' of pipe along Central Park Drive at St. John's Parkway to help alleviate flooding along Central Park Drive.
- ❖ 14th and Mangoustine added pipe and inlets in the area to help alleviate localized flooding.
- ❖ Started a pipe inspection program utilizing our camera truck to identify and repair problem areas before they become major pipe failures.
- ❖ 18th & Merthie Drive pipe swales and inlets to help with localized flooding in the area.
- ❖ Monitored the Cloud Branch Phase III Project.
- ❖ Monitored the NPDES and BMAP programs.

Goals and Objectives for 2017-18

- ❖ Re-build headwalls along the McCracken ditch to help with erosion control along the ditch.
- ❖ Pipe swales along 15th street from Mulberry to Southwest road to help with localized flooding in the area.
- ❖ Clean the Pinehurst Pond of vegetation.
- ❖ Re-align 800' of ditch that runs along Park Avenue from 25th street to 26th Place.
- ❖ Pipe 600' of ditch and add inlets behind the baseball stadium along the back bus drive for Hamilton Elementary.
- ❖ Add 100' of pipe and inlets along Wildwood Drive in Hidden Lakes to help with localized flooding.
- ❖ Continue monitoring the NPDES & BMAP programs.
- ❖ Continue monitoring the Cloud Branch Phase III Project.

**Public Works - Stormwater
Performance Measures**

Activity	Actual 2014-2015	Actual 2015-2016	Expected 2016-2017	Proposed 2017-2018
Linear Feet of Stormwater Lines	562,636	562,636	562,636	562,636
# Lane Miles	320	320	320	320
# of Miles of Roads Swept	3,254	11,833	11,833	11,833
Linear Feet of Stormwater Lines Cleaned	142,997	141,055	150,000	150,000
% of Streets Swept One Time per Month	100%	100%	100%	100%
% Compliance with NPDES Permit Conditions	100%	100%	100%	100%
% of Linear Feet of Stormwater Lines Cleaned	26%	7%	6%	7%
Cost per Lane Mile Swept	\$ 17.00	\$ 17.00	\$ 17.00	\$ 17.00

Authorized Positions

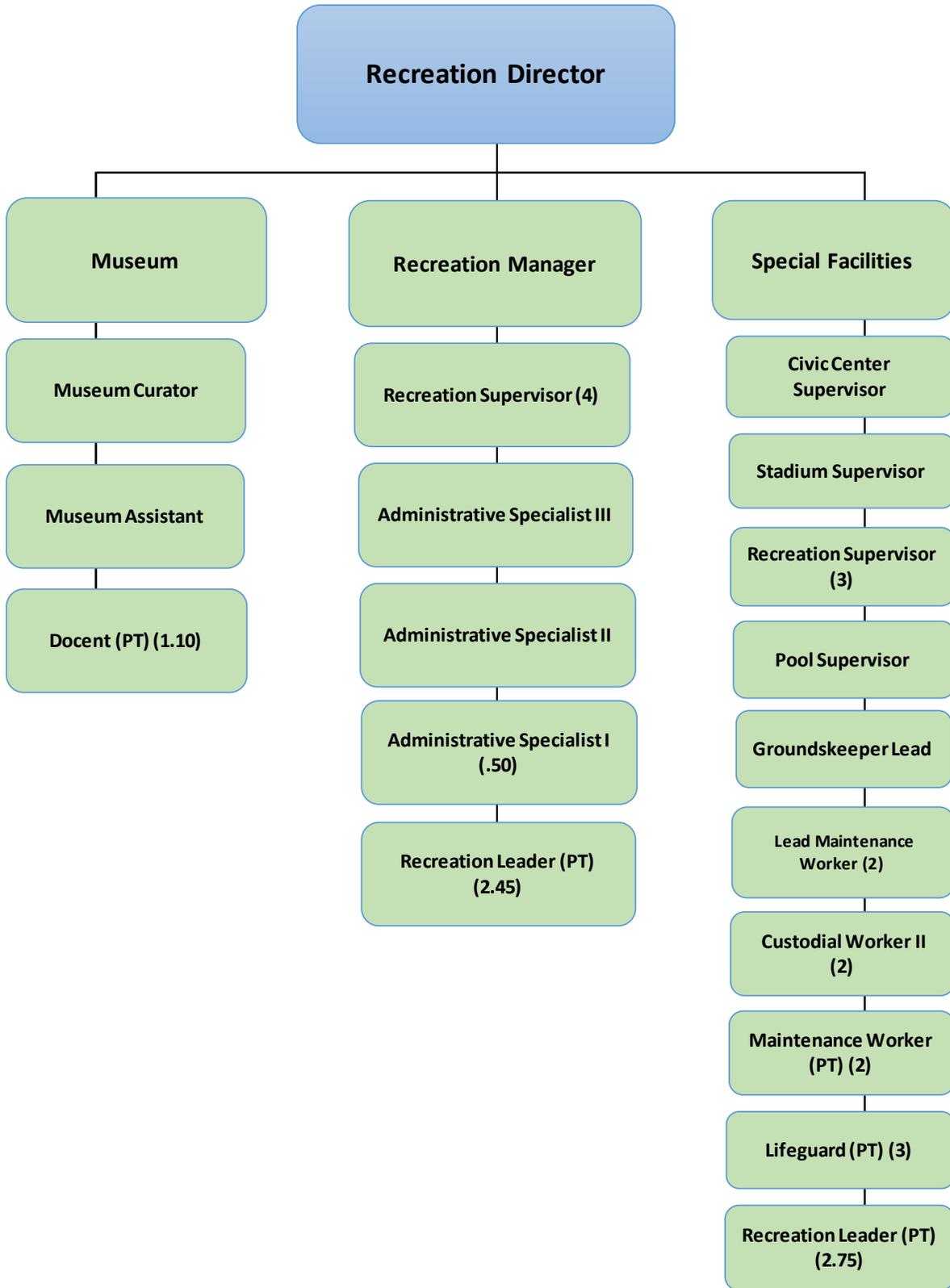
	Grade	Funded 2016	Funded 2017	+/-	Funded 2018	Authorized & Unfunded
Public Works Director **	433	0.50	0.50	(0.40)	0.10	-
City Engineer **		-	-	-	-	0.50
Project Manager **	423	0.15	0.15	-	0.15	-
Streets/Stormwater Superintendent	421	1.00	1.00	-	1.00	-
Senior Public Works Inspector **	418	1.20	1.20	-	1.20	-
Crew Leader	414	2.00	2.00	-	2.00	-
Equipment Operator IV	312	4.00	4.00	-	4.00	-
Equipment Operator III	311	4.00	4.00	-	4.00	-
Administrative Specialist II **	409	0.50	0.50	-	0.50	1.00
Maintenance Worker, Lead	307	1.00	1.00	-	1.00	-
Equipment Operator I	307	1.00	1.00	-	1.00	-
Maintenance Worker	304	4.00	4.00	-	4.00	-
Total		19.35	19.35	-	18.95	1.50

** Split between funds or departments/divisions

Stormwater						
Account	Description	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2018 Final Budget
Revenues						
402-0000-335.49-01	Other - Fuel Tax	4,955	4,291	4,189	3,900	4,000
402-0000-343.93-01	Fees - Stormwater	4,435,015	4,705,595	5,003,504	5,083,910	5,100,000
402-0000-361.10-00	Interest	60,178	83,851	133,239	110,000	120,000
402-0000-361.30-00	Interest - Unrealized	4,486	13,817	(8,697)	-	-
402-0000-361.40-00	Interest - Realized	(29,796)	(33,205)	(11,068)	-	-
402-0000-364.41-00	Disposition of Assets	-	5,275	3,747	-	-
402-0000-369.41-00	Reimb of Claims & Expense	-	25	-	-	-
402-0000-389.40-05	Grants & Donations	-	-	13,953	-	-
402-0000-389.98-00	Use of Net Assets	-	-	-	313,376	-
Total Stormwater Revenues		\$ 4,474,838	\$ 4,779,649	\$ 5,138,867	\$ 5,511,186	\$ 5,224,000

Account	Description	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2018 Final Budget
Expenses						
402-4045-541.12-00	Regular Salaries & Wages	655,086	646,009	677,792	713,614	711,826
402-4045-541.12-02	Regular Salaries - Additional Pays	1,509	1,091	291	300	60
402-4045-541.12-06	Reg Salaries - Opt Out Health Insurance	1,600	600	1,066	600	2,040
402-4045-541.12-10	Regular Salaries & Wages - OPEB	20,246	10,868	10,639	-	-
402-4045-541.14-00	Overtime	738	694	960	20,000	20,000
402-4045-541.21-00	FICA/Medicare Taxes	48,768	48,885	49,559	56,336	56,291
402-4045-541.22-01	Retirement Contributions - FRS	50,447	53,256	56,161	64,957	59,723
402-4045-541.23-00	Medical Insurance	112,662	116,470	131,743	152,535	197,559
402-4045-541.23-02	Medical Insurance - Life & ST Disability	3,133	3,352	3,705	3,600	3,598
402-4045-541.24-00	Worker's Compensation	21,291	19,165	18,378	22,085	25,201
402-4045-541.27-00	Pension GASB 68	-	24,595	82,354	-	-
402-4045-541.31-00	Professional Services	1,240	2,000	9,716	5,950	7,000
402-4045-541.34-00	Other Contractual Services	31,596	83,973	24,142	62,200	62,200
402-4045-541.34-07	Utilities - GF	-	-	-	-	4,272
402-4045-541.34-08	Computer Services - GF	29,080	31,080	36,010	36,010	51,172
402-4045-541.34-09	Engineering Services - GF	13,692	14,117	13,549	13,549	5,597
402-4045-541.34-10	Personnel Services - GF	16,941	17,428	14,582	14,582	17,756
402-4045-541.34-11	Finance/Administration - GF	159,214	160,021	124,281	124,281	118,275
402-4045-541.34-12	Fleet - GF	55,907	55,742	57,298	57,298	67,389
402-4045-541.40-00	Travel & Per Diem	61	61	965	1,150	1,060
402-4045-541.41-00	Communications SErVICES	5,389	1,790	2,118	6,265	2,265
402-4045-541.42-00	Postage & Transportation	1	19	56	500	500
402-4045-541.43-00	Utility Services	12,772	12,284	13,682	11,523	13,800
402-4045-541.44-00	Rentals & Leases	5,501	5,179	1,753	15,865	5,865
402-4045-541.45-01	Insurance - Operating Liability	41,340	44,104	76,045	76,045	125,085
402-4045-541.45-02	Insurance - Auto Liability	21,777	21,852	25,872	25,872	93,061
402-4045-541.46-00	Repair & Maintenance Services	120,811	129,492	164,831	238,660	263,660
402-4045-541.47-00	Printing & Binding	58	510	530	618	656
402-4045-541.49-00	Other Charges/Obligations	14,127	17,996	19,625	8,000	21,000
402-4045-541.51-00	Office Supplies	268	394	185	1,000	1,000
402-4045-541.52-00	Operating Supplies	17,523	10,663	13,795	19,250	26,200
402-4045-541.52-01	Operating Supplies	93,582	62,891	48,032	78,098	51,000
402-4045-541.52-05	Operating Supplies	4,677	5,120	4,927	6,825	6,825
402-4045-541.53-00	Road Materials & Supplies	77,283	74,631	55,939	70,000	80,000
402-4045-541.54-01	Books/Pubs/Subscrs/Membs	246	349	420	155	180
402-4045-541.54-02	Books/Pubs/Subscrs/Membs	3,078	2,043	5,726	7,146	11,252
402-4045-541.54-03	Books/Pubs/Subscrs/Membs	-	38	78	-	-
402-4045-541.63-00	Improve Other Than Bldg	923,059	519,014	330,831	2,750,000	650,000
402-4045-541.64-00	Machinery & Equipment	174,750	195,671	334,847	170,000	467,295
402-7979-541.69-99	Fixed Assets - Capitalized	(1,097,809)	(714,685)	(665,678)	-	-
402-4045-541.71-21	Debt Service - Principal	-	-	-	227,542	233,797
402-4045-541.71-22	Debt Service - Principal	-	-	-	115,183	118,431
402-4045-541.71-23	Debt Service - Principal	-	-	-	20,142	20,604
402-4045-541.71-24	Debt Service - Principal	-	-	-	168,849	16,053
402-4045-541.72-21	Debt Service - Interest	93,601	87,804	81,845	77,035	70,781
402-4045-541.72-22	Debt Service - Interest	63,852	60,826	57,714	55,999	52,752
402-4045-541.72-23	Debt Service - Interest	9,197	8,762	8,318	7,998	7,537
402-4045-541.72-24	Debt Service - Interest	-	-	617	3,569	1,717
402-7979-541.59-99	Non Classified Expense	619,628	671,640	708,494	-	-
402-7979-590.99-90	Addition to Reserves	-	-	-	-	1,471,665
Total Stormwater Expenses		\$ 2,427,922	\$ 2,507,794	\$ 2,603,793	\$ 5,511,186	\$ 5,224,000

RECREATION DEPARTMENT





Mission Statement

To provide the citizens of Sanford with an enhancement of the quality of life in the City through designing, developing, maintaining, and efficiently operating recreation facilities and offering a variety of quality recreation programs and Special Events for the citizens to enjoy during their leisure.

Role of Recreation Department

The Recreation Department is dedicated to providing a comprehensive program that includes all phases of leisure and recreation services. The goal is to provide a wide variety of activities and facilities to accommodate the leisure pursuits of our residents in every stage of their life, youth, adult and the elderly.

Summary

Expenditures	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Salaries	\$1,260,132	\$ 1,278,665	\$1,373,434	\$ 1,408,714
Benefits	341,095	367,058	413,648	570,479
Operating	520,586	536,849	579,678	610,636
Supplies	134,216	160,531	148,576	178,072
Capital	-	-	-	-
Total	\$2,256,029	\$ 2,343,103	\$2,515,336	\$ 2,767,901

Funding Source				
General Fund	\$2,256,029	\$ 2,343,103	\$2,515,336	\$ 2,767,901
Total	\$2,256,029	\$ 2,343,103	\$2,515,336	\$ 2,767,901

Recreation Department as a percentage of General Fund

6.0%



Recreation Division

The Recreation Division is responsible for providing a variety of quality recreational facilities and programs for the enjoyment and needs of our community.

Summary

Expenditures	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Salaries	\$ 474,236	\$ 512,136	\$ 572,853	\$ 583,323
Benefits	122,802	136,582	175,994	223,405
Operating	182,252	193,194	220,154	216,699
Supplies	41,241	45,344	46,200	48,950
Capital	-	-	-	-
Total	\$ 820,531	\$ 887,256	\$1,015,201	\$ 1,072,377

Funding Source				
General Fund	\$ 820,531	\$ 887,256	\$1,015,201	\$ 1,072,377
Total	\$ 820,531	\$ 887,256	\$1,015,201	\$ 1,072,377

Our Accomplishments in 2016-17

- ❖ Soap Box Derby Masters Champion went on to win World Championship in Ohio.
- ❖ Department organized and hosted largest Christmas parade to date, as well as, 4th of July, Martin Luther King Day, Veterans Day, and Memorial Day.
- ❖ Special events continue to grow in numbers.

Goals and Objectives for 2017-18

- ❖ Special events - retain annual events and attract new clients.

RECREATION
Performance Measures

Activity	Actual 2014-2015	Actual 2015-2016	Expected 2016-2017	Proposed 2017-2018
Economic Impact on Guests Attending Events	11,158,876	11,637,513	12,000,000	12,000,000
Total Volunteer Hours	5,599	5,503	5,500	5,600

Authorized Positions

	Grade	Funded 2015	Funded 2016	+/-	Funded 2017	Authorized & Unfunded
Recreation Director	431	1.00	1.00	-	1.00	-
Recreation Manager	423	1.00	1.00	-	1.00	-
Recreation Supervisor	412	4.00	4.00	-	4.00	-
Special Event Supervisor	412	-	-	-	-	1.00
Administrative Specialist III	412	1.00	1.00	-	1.00	-
Administrative Specialist I	406	-	0.50	-	0.50	-
Administrative Specialist II	409	1.00	1.00	-	1.00	-
Maintenance Worker	304	-	-	-	-	1.00
Recreation Leader (Part-Time)	401	2.95	2.45	-	2.45	0.55
Total		10.95	10.95	-	10.95	2.55

Recreation						
Account	Description	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2018 Final Budget
Personnel						
001-5501-572.12-00	Regular Salaries & Wages	388,927	405,789	442,770	471,215	479,053
001-5501-572.12-02	Regular Salaries - Additional Pays	9,850	10,288	10,938	13,964	13,964
001-5501-572.12-06	Reg Salaries - Opt Out Health Insurance	1,200	300	-	-	-
001-5501-572.13-00	Part Time Wages	36,742	40,662	49,691	57,840	59,576
001-5501-572.14-00	Overtime	12,667	17,197	8,737	29,834	30,730
001-5501-572.21-00	FICA/Medicare Taxes	33,823	35,688	38,050	43,922	44,749
001-5501-572.22-01	Retirement Contributions - FRS	37,574	39,030	42,179	48,928	51,979
001-5501-572.23-00	Medical Insurance	40,369	39,816	46,762	72,828	114,527
001-5501-572.23-02	Medical Insurance - Life & ST Disability	1,936	2,139	2,660	2,400	2,902
001-5501-572.24-00	Worker's Compensation	5,733	6,129	6,931	7,916	9,248
	Subtotal Personnel Services	568,821	597,038	648,718	748,847	806,728
Operating						
001-5501-572.34-00	Other Contractual Services	29,274	34,125	30,867	35,700	36,825
001-5501-572.40-00	Travel & Per Diem	624	2,181	-	3,582	3,382
001-5501-572.41-00	Communications Services	5,484	4,308	3,999	4,390	4,390
001-5501-572.42-00	Postage & Transportation	94	231	271	250	250
001-5501-572.44-00	Rentals & Leases	11,560	9,990	11,750	11,935	12,435
001-5501-572.45-01	Insurance - Operating Liability	33,648	41,915	54,527	59,572	48,383
001-5501-572.45-02	Insurance - Auto Liability	-	-	-	1,490	1,749
001-5501-572.46-00	Repair & Maintenance Services	758	1,747	1,956	6,500	6,500
001-5501-572.47-00	Printing & Binding	2,214	2,798	2,613	3,000	3,000
001-5501-572.48-00	Promotional Activities	116,750	78,863	80,799	87,600	92,500
001-5501-572.49-00	Other Charges/Obligations	4,136	6,094	6,412	6,135	7,285
001-5501-572.51-00	Office Supplies	1,862	1,804	2,457	2,000	2,500
001-5501-572.52-00	Operating Supplies	33,732	36,188	41,164	40,450	42,500
001-5501-572.52-05	Operating Supplies - Uniforms	-	896	1,073	800	1,100
001-5501-572.54-01	Books/Pubs/Subsc/Memb - Prof Dues	728	1,098	650	1,380	1,280
001-5501-572.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	1,642	1,255	-	1,570	1,570
	Subtotal Operating	242,506	223,493	238,538	266,354	265,649
Total Recreation		\$ 811,327	\$ 820,531	\$ 887,256	\$ 1,015,201	\$ 1,072,377

Special Facilities

The Special Facilities Division handles the operation of the City's many recreational facilities, including:

- Sanford Civic Center
- Bettye D. Smith Cultural Arts Center
- Henry S. Sanford Museum
- Sanford Senior Center
- Historic Sanford Memorial Stadium
- Eckstein Youth Sports Complex
- Larry A. Dale Aquatic Center (LADAC)
- Westside Community Center

Summary

Expenditures	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Salaries	\$ 685,288	\$ 656,704	\$ 688,075	\$ 705,265
Benefits	190,880	198,711	203,720	292,363
Operating	323,005	325,761	342,269	375,279
Supplies	89,297	111,990	96,311	122,983
Capital	-	-	-	-
Total	\$1,288,470	\$ 1,293,166	\$1,330,375	\$ 1,495,890

Funding Source				
General Fund	\$1,288,470	\$ 1,293,166	\$1,330,375	\$ 1,495,890
Total	\$1,288,470	\$ 1,293,166	\$1,330,375	\$ 1,495,890

Our Accomplishments in 2016-17

- ❖ Sanford Memorial Stadium recognized and won the Sports Facility Team Award from the Tourism Development Council (TDC).
- ❖ Westside Community Center expanded the mentoring program to include young men and women.
- ❖ LADAC hosted 5 USA swimming sanctioned meets.
- ❖ LADAC staff taught over 500 children to swim.

- ❖ Cultural Arts Center and the Museum have been painted.

Goals and Objectives for 2017-18

- ❖ For the Stadium to continue to be the most utilized facility in Central Florida.
- ❖ LADAC - host additional sanctioned meets.
- ❖ Westside Community Center will continue to work with Goldsboro Initiative for future expansion.

RECREATION - FACILITIES				
Performance Measures				
Activity	Actual 2014-2015	Actual 2015-2016	Expected 2016-2017	Proposed 2017-2018
Economic Impact on Guests Attending Events	17,722,418	16,476,673	17,000,000	18,000,000
Total Volunteer Hours	1,250	1,605	1,500	1,500

Authorized Positions

	Grade	Funded 2016	Funded 2017	+/-	Funded 2018	Authorized & Unfunded
Civic Center Supervisor	415	1.00	1.00	-	1.00	-
Stadium Supervisor	414	1.00	1.00	-	1.00	-
Recreation Supervisor	412	3.00	3.00	-	3.00	1.00
Pool Supervisor	415	1.00	1.00	-	1.00	-
Groundskeeper, Lead	312	1.00	1.00	-	1.00	-
Lead Maintenance Worker	307	2.00	2.00	-	2.00	-
Custodial Worker II	305	2.00	2.00	-	2.00	-
Maintenance Worker (Part-Time)	304	2.00	2.00	-	2.00	-
Lifeguard (Part-Time)	401	3.00	3.00	-	3.00	1.00
Recreation Leader (Part-Time)	401	2.75	2.75	-	2.75	0.25
Total		18.75	18.75	-	18.75	2.25

Recreation Special Facilities						
Account	Description	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2018 Final Budget
Personnel						
001-5502-575.12-00	Regular Salaries & Wages	489,696	503,790	473,647	485,079	499,394
001-5502-575.12-02	Regular Salaries - Additional Pays	12,622	10,298	7,977	8,400	8,400
001-5502-575.12-06	Reg Salaries - Opt Out Health Insurance	2,340	2,400	2,406	2,400	2,400
001-5502-575.13-00	Part Time Wages	122,543	131,635	137,672	146,756	148,267
001-5502-575.14-00	Overtime	34,257	37,165	35,002	45,440	46,804
001-5502-575.21-00	FICA/Medicare Taxes	49,493	51,057	49,358	52,739	54,117
001-5502-575.22-01	Retirement Contributions - FRS	48,503	50,631	48,411	53,254	57,386
001-5502-575.23-00	Medical Insurance	71,890	72,865	84,828	80,920	160,337
001-5502-575.23-02	Medical Insurance - Life & ST Disability	2,374	2,595	2,999	2,466	3,683
001-5502-575.24-00	Worker's Compensation	13,131	13,451	13,115	14,341	16,840
001-5502-575.25-00	Unemployment Compensation	-	281	-	-	-
	Subtotal Personnel Services	846,849	876,168	855,415	891,795	997,628
Operating						
001-5502-575.34-00	Other Contractual Services	17,515	16,604	19,073	39,316	33,569
001-5502-575.40-00	Travel & Per Diem	1,109	249	-	-	200
001-5502-575.41-00	Communications Services	5,945	7,349	6,035	8,170	6,050
001-5502-575.42-00	Postage & Transportation	436	-	-	-	-
001-5502-575.43-00	Utility Services	170,368	155,927	187,176	167,338	189,945
001-5502-575.44-00	Rentals & Leases	3,733	7,896	13,233	8,583	16,520
001-5502-575.45-01	Insurance - Operating Liability	8,476	9,049	11,995	12,444	15,900
001-5502-575.45-02	Insurance - Auto Liability	2,037	2,043	2,108	118	138
001-5502-575.46-00	Repair & Maintenance Services	76,895	115,963	74,868	92,000	101,357
001-5502-575.47-00	Printing & Binding	126	653	443	800	600
001-5502-575.48-00	Promotional Activities	7,907	7,272	10,830	13,500	11,000
001-5502-575.49-00	Other Charges/Obligations	1,489	695	1,821	961	1,933
001-5502-575.51-00	Office Supplies	2,064	903	1,585	1,400	1,400
001-5502-575.52-00	Operating Supplies	68,077	73,673	93,885	77,400	103,100
001-5502-575.52-01	Operating Supplies - Gasoline/Diesel/Lubric	12,993	10,602	11,551	12,000	12,000
001-5502-575.52-05	Operating Supplies - Uniforms	3,125	3,424	3,148	4,550	4,550
	Subtotal Operating	382,295	412,302	437,751	438,580	498,262
Total Recreation Special Facilities		\$ 1,229,144	\$ 1,288,470	\$ 1,293,166	\$ 1,330,375	\$ 1,495,890

Museum

The Sanford Museum is located in Fort Mellon Park on the Lake Monroe waterfront. The museum houses exhibits illustrating the history of the City of Sanford and the life and times of city founder Henry S. Sanford. The Sanford Museum's collections include a local history archives containing historic photographs, maps, and city directories; the Sanford Papers; extensive sports memorabilia; and the Henry S. Sanford library.

Summary

	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Salaries	\$ 100,608	\$ 109,825	\$ 112,506	\$ 120,126
Benefits	27,413	31,765	33,934	54,711
Operating	15,329	17,894	17,255	18,658
Supplies	3,678	3,197	6,065	6,139
Capital	-	-	-	-
Total	\$ 147,028	\$ 162,681	\$ 169,760	\$ 199,634

Funding Source				
General Fund	\$ 147,028	\$ 162,681	\$ 169,760	\$ 199,634
Total	\$ 147,028	\$ 162,681	\$ 169,760	\$ 199,634

Our Accomplishments in 2016-17

- ❖ Staff provided research assistance to the Vietnam Virtual Wall project.
- ❖ Collected, inventoried and reorganized 100 years of historical materials from First Baptist Church of Sanford.
- ❖ Updated the Tim Raines exhibit to acknowledge his induction to the Hall of Fame.
- ❖ Oversaw the active Museum Board.

Goals and Objectives for 2017-18

- ❖ Work closely with the Historical Society.
- ❖ Continue to receive and answer calls for research requests.

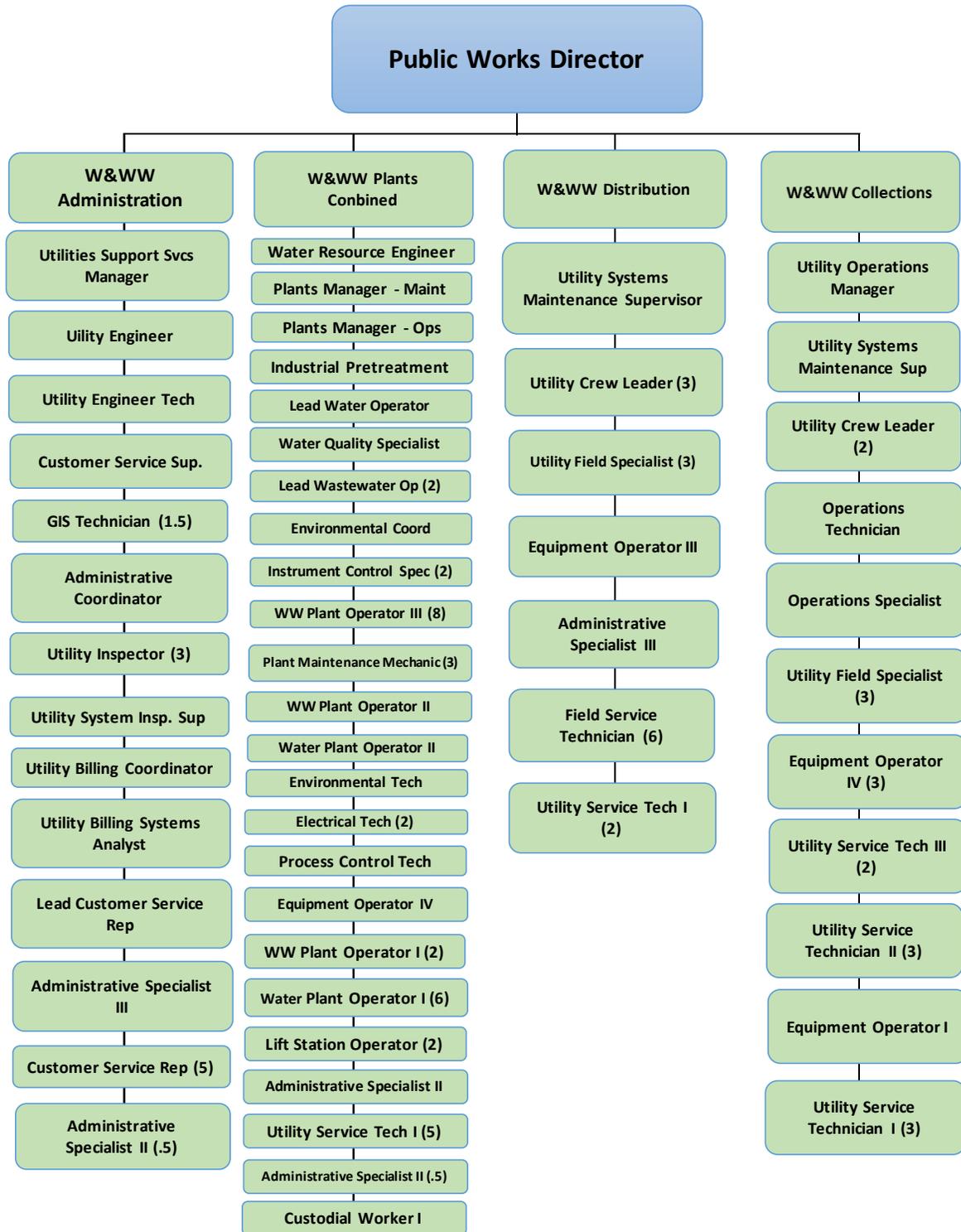
RECREATION - MUSEUM				
Performance Measures				
Activity	Actual 2014-2015	Actual 2015-2016	Expected 2016-2017	Proposed 2017-2018
Economic Impact on Guests Attending Events	46,680	39,460	50,000	50,000
Total Volunteer Hours	838	238	146	300
Research Requests Received	-	-	-	400

Authorized Positions

	Grade	Funded 2015	Funded 2016	+/-	Funded 2017	Authorized & Unfunded
Museum Curator	433	1.00	1.00	-	1.00	-
Museum Assistant	419	1.00	1.00	-	1.00	-
Docent (Part-Time)	409	1.10	1.10	-	1.10	-
Total		3.10	3.10	-	3.10	-

Recreation Museum						
Account	Description	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2018 Final Budget
Personnel						
001-5052-573.12-00	Regular Salaries & Wages	83,215	84,475	90,496	88,773	93,266
001-5052-573.12-06	Reg Salaries - Opt Out Health Insurance	-	-	1,400	-	3,600
001-5052-573.13-00	Part Time Wages	15,586	16,133	17,929	22,843	23,260
001-5052-573.14-00	Overtime	-	-	-	890	917
001-5052-573.21-00	FICA/Medicare Taxes	7,302	7,418	8,098	8,625	9,284
001-5052-573.22-01	Retirement Contributions - FRS	6,831	7,298	7,527	8,530	9,381
001-5052-573.23-00	Medical Insurance	11,613	12,166	15,482	16,184	34,358
001-5052-573.23-02	Medical Insurance - Life & ST Disability	400	416	538	447	615
001-5052-573.24-00	Worker's Compensation	117	115	120	148	156
	Subtotal Personnel Services	125,064	128,021	141,590	146,440	174,837
Operating						
001-5052-573.34-00	Other Contractual Services	1,873	1,766	2,154	1,446	1,349
001-5052-573.41-00	Communications Services	918	1,056	1,024	1,075	1,075
001-5052-573.43-00	Utility Services	7,816	8,218	10,218	8,220	10,600
001-5052-573.45-01	Insurance - Operating Liability	2,061	2,184	2,342	3,664	2,934
001-5052-573.46-00	Repair & Maintenance Services	2,953	1,764	2,145	2,500	2,500
001-5052-573.47-00	Printing & Binding	345	341	-	350	200
001-5052-573.49-00	Other Charges/Obligations	-	-	11	-	-
001-5052-573.51-00	Office Supplies	1,682	909	1,262	1,500	1,500
001-5052-573.52-00	Operating Supplies	2,978	2,604	1,670	4,300	3,750
001-5052-573.54-01	Books/Pubs/Subsc/Memb - Prof Dues	104	165	265	165	515
001-5052-573.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	-	-	-	-	174
001-5052-573.54-03	Books/Pubs/Subsc/Memb - Subscriptions	13	-	-	100	200
	Subtotal Operating	20,743	19,007	21,091	23,320	24,797
Total Recreation Museum		\$ 145,807	\$ 147,028	\$ 162,681	\$ 169,760	\$ 199,634

WATER & SEWER DEPARTMENT





Mission Statement

To provide utility customers of the City of Sanford with drinking water, sewer service and reclaimed water in safe, cost effective, environmentally acceptable and approved manner.

Role of Water and Wastewater Department

The Sanford Water and Wastewater Utility provides the City’s residential, commercial, light industrial, agricultural and rural areas with potable water and wastewater collection, treatment and disposal. In addition, the utility provides services to unincorporated areas of Seminole County within its service area, and through wholesale agreements. Groundwater from the Floridian Aquifer is drawn and treated at two water treatment facilities and the potable water produced is distributed throughout the service area through the system’s transmission pipelines. Wastewater is collected throughout the service area and conveyed to either the Sanford North Water Reclamation Facility, or to the new South Water Reclamation Facility. The treated effluent, or reclaimed water, is then conveyed into the City’s Reclaimed Water distribution System for irrigation purposes. The 2018 final budget anticipates a 1.9% CPI rate increase to water and wastewater, effective October 1, 2017.

Summary

Expenditures	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Salaries	\$ 4,461,664	\$ 4,453,360	\$ 4,853,962	\$ 5,230,566
Benefits	1,445,264	1,817,207	1,571,727	1,967,172
Operating	5,611,340	5,662,856	6,653,029	7,053,978
Supplies	820,710	942,921	1,417,850	1,460,065
Other	-	-	-	-
Capital Projects	549,470	1,887,713	8,427,000	11,771,600
Non Departmental	7,601,618	6,179,210	8,163,867	10,535,504
Total	\$ 20,490,066	\$20,943,267	\$ 31,087,435	\$ 38,018,885

Water and Wastewater Department as a percentage of Enterprise Fund



Water/Wastewater						
Account	Description	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2018 Final Budget
Revenues						
451-0000-325.10-00	Capital Improvement Reimbursements	30,775	-	-	-	-
451-0000-334.30-10	RWAP Volusia County Portion	73,168	-	-	-	-
451-0000-335.49-01	Fuel Tax Refund	8,625	8,905	9,133	9,006	9,000
451-0000-337.30-04	Grant - Seminole County	95,360	-	-	-	-
451-0000-337.30-36	Grant - SJRWMD	25,671	-	-	-	-
451-0000-341.90-03	Tax Collection Commission	190	193	197	190	200
451-0000-341.90-04	Utilities Plan Reviews	900	-	-	-	-
451-0000-343.60-61	Sewer Charges	9,076,379	9,693,438	9,577,682	9,984,241	10,586,706
451-0000-343.60-62	Sewer Base	3,438,980	3,538,617	3,616,671	3,673,305	3,972,542
451-0000-343.60-63	Water Metered	5,297,140	5,607,803	5,513,217	5,776,038	6,019,891
451-0000-343.60-64	Water Base	2,381,043	2,464,019	2,497,142	2,537,940	2,749,418
451-0000-343.60-65	Reclaimed Water Flow	1,044,355	1,068,963	1,142,657	1,101,032	1,925,096
451-0000-343.60-66	Reclaimed Water Base	295,838	304,355	311,419	314,893	360,690
451-0000-343.65-02	Hydrant Rental Other	9,967	28,426	19,826	23,876	11,106
451-0000-343.66-00	Sewer Service Fee	9,300	2,100	5,025	2,000	7,200
451-0000-343.66-10	Interceptor Services	51,720	(429)	104,691	-	-
451-0000-343.66-12	Permitting Fees	25,300	36,980	35,550	-	-
451-0000-343.66-14	Test and Analysis Fees	2,471	2,015	10,994	-	-
451-0000-343.66-16	Violations and Penalties	-	1,450	4,579	-	-
451-0000-343.67-00	Water Service Charges	300,609	309,169	356,499	351,277	351,692
451-0000-343.68-00	Reclaimed Water Services	8,267	28,797	23,800	19,123	17,184
451-0000-361.10-00	Interest	141,235	179,818	285,900	270,000	270,000
451-0000-361.10-99	Interest	11,540	7,805	-	-	-
451-0000-361.30-00	Interest	12,342	33,998	(24,844)	-	-
451-0000-361.30-99	Interest	892	2,514	-	-	-
451-0000-361.40-00	Interest	(69,798)	(74,055)	(24,033)	-	-
451-0000-361.40-99	Interest	(5,669)	(2,742)	-	-	-
451-0000-362.01-00	Rent Lake Jessup Groves	17,417	4,349	-	-	-
451-0000-362.10-00	Rent	20	9	10	10	10
451-0000-362.10-01	Rent Cattle Lease Site 10	4,863	46,863	43,260	43,000	43,000
451-0000-362.10-02	Rent Derby Park	44,371	42,566	46,273	45,548	47,000
451-0000-362.10-06	Deltona Sod	8,634	468	-	-	-
451-0000-362.10-07	Rent - AT&T Tower Lease	21,188	21,824	22,479	21,500	22,500
451-0000-364.41-00	Disposition of Assets	20,936	(21,137)	290,427	-	-
451-0000-365.10-00	Sale of Scrap	7,450	1,447	779	1,500	1,000
451-0000-369.40-19	Reimbursements	65,150	65,150	65,150	65,150	65,150
451-0000-369.41-00	Reimbursements	18,633	(327)	5,527	7,000	6,000
451-0000-369.42-00	Reimbursements - contract work	1,817	800	504	800	500
451-0000-369.90-00	Other Miscellaneous	8,385	(2,082)	3,275	-	-
451-0000-369.90-01	Cash Over/(Short)	26	(357)	5	-	-
451-0000-369.91-01	Returned Checks	9,437	7,584	7,175	8,000	7,000
451-0000-369.92-00	Delinquent Late Fees	(5,982)	5,636	3,116	-	3,000
451-0000-369.92-01	Delinquent Late Fees	361,283	367,325	365,121	379,533	370,000
451-0000-381.14-00	Transfers - Impact Fee Fund	-	-	320,000	800,000	800,000
451-0000-381.48-01	Transfers	6,765,807	-	-	-	-
451-0000-384.01-00	Debt Proceeds	-	-	-	-	-
451-0000-389.80-01	Contributions - Subdivisions	636,049	871,724	63,198	-	-
451-0000-389.98-00	Use of Reserves	-	-	-	5,552,473	5,927,000
Total Water/Wastewater Revenues		\$30,252,084	\$24,653,981	\$ 24,702,404	\$ 30,987,435	\$ 33,572,885

Administration

The Administration function provides overall utility management, strategic planning, billing, intake and processing of customer payments, new account services and utility line location services.

Summary

Expenditures	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Salaries	\$ 873,288	\$ 819,434	\$ 1,044,754	\$ 974,449
Benefits	288,381	333,249	325,073	357,909
Operating	2,155,089	2,215,941	2,334,766	2,537,365
Supplies	27,292	25,595	34,414	66,554
Capital	-	-	-	-
Other	-	-	-	-
Total	\$ 3,344,050	\$ 3,394,219	\$ 3,739,007	\$ 3,936,277

Funding Source				
Water and Wastewater Fund	\$ 3,344,050	\$ 3,394,219	\$ 3,739,007	\$ 3,936,277
Total	\$ 3,344,050	\$ 3,394,219	\$ 3,739,007	\$ 3,936,277

Our Accomplishments in 2016-17

- ❖ Completed SJRWMD water audit.
- ❖ Planned for strategic land purchases for plant expansion.
- ❖ Completed financial forecast.
- ❖ Reestablished ASR cycle testing.
- ❖ Presented Water Wise event.
- ❖ Obtained \$300,000 from the Florida Department of Environmental Protection for a Nutrient Reduction Grant from Florida Legislature.
- ❖ Improved how to quickly solve customer concerns by improving the process of handling problems, improving vertical training among customer services representatives, adapting the model of “going the extra mile,” and implementing the call tracking system.

Goals and Objectives for 2017-18

- ❖ Alternative/ Reclaimed Water
 - Volusia County start of regular service
 - Lake Mary Blvd. Project II
- ❖ Water Conservation
 - Water Wise Event
 - Toilet to Conservation Rebate
 - Spring Water Conservation cost share application
- ❖ Water Supply Development
 - ASR cycle testing
 - Land purchase
- ❖ Safety
 - Facility safety inspections
 - After hours safety
- ❖ Customer Service
 - City Works expansion
 - Customer service training
 - Call tracking system
 - Change to Pinnacle mailing service through Winter Springs
- ❖ Financial
 - PRMG financial model
 - State and District cost shares
 - 1. Lake Monroe bionutrient reduction
- ❖ Management
 - Utility vertical training plan
 - Public Works merger activities
 - SOP development
- ❖ Special
 - Water Quality project

UTILITIES - ADMINISTRATION

Performance Measures

Activity	Actual 2014-2015	Actual 2015-2016	Expected 2016-2017	Proposed 2017-2018
Total # of utility bills processed	-	226,011	228,000	230,000
Total # of bank draft payments	-	12,850	13,696	14,000
Total # of credit card payments	-	80,797	84,000	88,000
Total # of walk up customers served	-	34,956	42,756	43,000
Water Quality Compliants	-	63	64	60
Stolen Meters	-	18	1	0
% of payments from bank drafting	-	8.40%	5.70%	6.00%
% payments from credit card transactions	-	53.70%	33.40%	36.80%

Authorized Positions

	Grade	Funded 2016	Funded 2017	+/-	Funded 2018	Authorized & Unfunded
Public Utilities Director	432	1.00	1.00	(1.00)	-	1.00
Public Works Director**	433	-	-	0.45	0.45	-
Utility Support Services Manager	426	1.00	1.00	-	1.00	-
Utility System Engineer	423	1.00	1.00	-	1.00	-
Utility Engineer Technician		-	1.00	-	1.00	-
Project Manager	423	1.00	-	-	-	-
Customer Service Supervisor	412	1.00	1.00	-	1.00	-
Senior Utility Inspector	418	1.00	-	-	-	-
GIS Technician **	416	1.50	1.50	-	1.50	-
Administrative Coordinator	413	1.00	1.00	-	1.00	-
Utility Inspector	415	3.00	3.00	-	3.00	-
Utility Systems Inspections Supervisor	419	-	1.00	-	1.00	-
Utility Billing Coordinator	410	1.00	1.00	-	1.00	-
Utility Billing System Analyst	420	-	1.00	-	1.00	-
Lead Customer Service Representative	410	1.00	1.00	-	1.00	-
Administrative Specialist III	412	1.00	1.00	-	1.00	-
Customer Service Representative	408	5.00	5.00	-	5.00	-
Administrative Specialist II**	409	0.50	0.50	-	0.50	-
Total		20.00	21.00	(0.55)	20.45	1.00

** Split between funds or departments/divisions

<i>Account</i>	<i>Description</i>	<i>2014 Actual</i>	<i>2015 Actual</i>	<i>2016 Actual</i>	<i>2017 Budget</i>	<i>2018 Final Budget</i>
Administration						
451-4510-536.12-00	Regular Salaries & Wages	859,181	847,487	787,138	1,015,166	946,199
451-4510-536.12-02	Regular Salaries - Additional Pays	5,348	5,080	3,869	4,800	16,710
451-4510-536.12-06	Reg Salaries - Opt Out Health Insurance	1,500	2,200	3,403	3,600	6,540
451-4510-536.12-10	Regular Salaries & Wages - OPEB	21,596	10,952	10,721	-	-
451-4510-536.13-00	Other Salaries & Wages	-	-	-	16,188	-
451-4510-536.14-00	Overtime	5,145	7,569	14,303	5,000	5,000
451-4510-536.21-00	FICA/Medicare Taxes	64,788	66,420	64,098	79,773	74,743
451-4510-536.22-01	Retirement Contributions	73,699	73,031	66,227	87,746	82,008
451-4510-536.23-00	Medical Insurance	115,596	103,411	92,901	141,610	188,969
451-4510-536.23-02	Medical Insurance - Life & ST Disability	4,094	4,227	3,788	5,126	4,836
451-4510-536.24-00	Worker's Compensation	6,429	7,565	5,922	10,818	7,353
451-4510-536.25-00	Unemployment Comp	-	-	1,030	-	-
451-4510-536.27-00	Pension GASB 68	-	33,727	99,283	-	-
451-4510-536.31-00	Professional Services	256,204	240,073	322,246	323,000	404,600
451-4510-536.32-00	Professional Services	-	-	-	4,000	4,000
451-4510-536.34-00	Other Contractual Services	47,108	45,394	57,248	99,825	46,452
451-4510-536.34-08	Computer Services - GF	160,524	171,563	198,771	205,101	278,998
451-4510-536.34-09	Engineering Services - GF	91,865	94,720	90,914	94,720	37,538
451-4510-536.34-10	Personnel Services - GF	93,512	96,204	80,492	97,314	96,811
451-4510-536.34-11	Finance/Administration - GF	801,676	883,277	770,629	883,277	1,013,531
451-4510-536.34-12	Fleet - GF	95,558	97,306	100,027	97,306	107,383
451-4510-536.40-00	Travel & Per Diem	4,843	851	1,637	3,500	3,700
451-4510-536.41-00	Communications Services	10,645	10,345	11,289	10,050	10,050
451-4510-536.42-00	Postage & Transportation	76,376	67,241	66,648	72,500	72,500
451-4510-536.43-00	Utility Services	172,045	184,420	196,184	172,000	172,000
451-4510-536.44-00	Rentals & Leases	6,025	6,118	6,556	6,500	6,500
451-4510-536.45-01	Insurance - Operating Liability	11,533	12,304	20,742	23,997	24,417
451-4510-536.45-02	Insurance - Auto Liability	1,539	1,545	1,465	1,672	1,686
451-4510-536.46-00	Repair & Maintenance Services	17,391	16,768	14,477	16,850	32,045
451-4510-536.47-00	Printing & Binding	50,555	48,968	54,293	68,954	70,954
451-4510-536.48-00	Promotional Activities	3,205	1,894	2,267	7,200	7,200
451-4510-536.49-00	Other Charges/Obligations	154,261	176,098	220,056	147,000	147,000
451-4510-536.51-00	Office Supplies	10,923	11,348	10,347	11,000	18,000
451-4510-536.52-00	Operating Supplies	5,543	4,306	4,799	1,317	5,017
451-4510-536.52-01	Operating Supplies - Gasoline/Diesel/Lubric	8,081	6,493	4,205	9,952	9,952
451-4510-536.52-05	Operating Supplies - Uniforms	496	860	1,113	1,500	1,900
451-4510-536.54-01	Books/Pubs/Subsc/Memb - Prof Dues	958	1,095	1,816	2,795	2,655
451-4510-536.54-02	Books/Pubs/Subsc/Memb - Conf/Seminar	2,245	3,000	3,295	2,250	21,200
451-4510-536.54-03	Books/Pubs/Subsc/Memb - Subscriptions	25	40	20	100	100
451-4510-536.54-04	Books/Pubs/Subsc/Memb - School Tuition	-	-	-	5,500	7,730
451-4510-536.55-00	Training	-	150	-	-	-
451-4510-536.72-45	Debt Service - Interest	7,544	3,900	7,913	-	-
Total Administration		\$ 3,248,056	\$ 3,347,950	\$ 3,402,132	\$ 3,739,007	\$ 3,936,277

Water/Wastewater Plants Combined

This division is responsible for the four plants operated by the utility, as well as lift station operations (wastewater collection). It is also responsible for four well fields. The City has nearly 18,000 water customers who consume over 7 million gallons of potable water per day. Combined, the City's water plants have the capacity to produce 15.1 million gallons per day. The City has 19 deep wells and nearly 1,500 fire hydrants.

Summary

Expenditures	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Salaries	\$ 2,111,746	\$ 2,155,869	\$ 2,273,783	\$ 2,372,131
Benefits	648,138	863,260	715,207	865,621
Operating	190,893	281,358	372,859	419,878
Supplies	108,144	88,387	113,756	117,231
Capital	-	-	-	-
Total	\$ 3,058,921	\$ 3,388,874	\$ 3,475,605	\$ 3,774,861

Funding Source				
Water and Wastewater Fund	\$ 3,058,921	\$ 3,388,874	\$ 3,475,605	\$ 3,774,861
Total	\$ 3,058,921	\$ 3,388,874	\$ 3,475,605	\$ 3,774,861

Our Accomplishments in 2016-17

- ❖ Purchased and installed onsite, stationary back-up emergency generators for at least two lift stations.
- ❖ Collected over 300 gallons of used cooking oil since August 2015 at the newly established cooking oil recycling center located on 412 W. 14th St.
- ❖ Replaced the submersible irrigation well pump, control valve and several sections of the 30+ year old piping that very badly corroded the Mayfair Golf Course non-reclaim water irrigation system.
- ❖ Completed construction of the cross connection control pump station to be used with the aquifer storage and recovery (ASR) well.
- ❖ Completed nutrient reduction construction project at the North Water Reclamation facility.

- ❖ Started construction of the biosolids treatment and disposal project.
- ❖ Replaced the turbine pump and associated column piping for Twin Lakes Well #3, which is one of the two major potable water supply wells at Twin Lakes' well field.
- ❖ Installed firewalls at all water and wastewater plants so its SCADA Systems can be remotely and securely accessed by authorized personnel to aid in troubleshooting and operating the plants.

Goals and Objectives for 2017-18

- ❖ Replace the dissolved oxygen system for the SWRC oxidation ditches.
- ❖ Replace/rehab Sunland lift station.
- ❖ Rehab Oregon Wellfield Well #3.
- ❖ Implement computerized maintenance management system (CMMS) for equipment repair and preventative maintenance.
- ❖ Continue vertical training for employees.
- ❖ Improve organization and storage of spare equipment.

UTILITIES - COMBINED WATER AND WASTEWATER				
Performance Measures				
Activity	Actual 2014-2015	Actual 2015-2016	Expected 2016-2017	Proposed 2017-2018
# Gallons water produced (in million gallons)	2,420	2,417	2,352	2,500
Water Consumption (in million gallons)	1,904	2,109	2,148	2,200
Average daily demand (MGD)	6.5	6.5	6.4	6.4
Average total maximum daily flow (MGD)		2,017		
% water produced within FDEP compliance	100%	100%	100%	100%

Authorized Positions

	Grade	Funded 2016	Funded 2017	+/-	Funded 2018	Authorized & Unfunded
Water Resource Engineer	423	1.00	1.00	-	1.00	-
Plants Manager - Maintenance	422	1.00	1.00	-	1.00	-
Plants Manager - Operations	422	1.00	1.00	-	1.00	-
Industrial Pre-Treatment Coordinator	419	1.00	1.00	-	1.00	-
Lead Water Operator	418	1.00	1.00	-	1.00	-
Water Quality Specialist	418	1.00	1.00	-	1.00	-
Lead Wastewater Operator	418	2.00	2.00	-	2.00	-
Environmental Coordinator	420	1.00	1.00	-	1.00	-
Instrument Control Specialist	416	2.00	2.00	-	2.00	-
Utility Wastewater Plant Operator III	416	8.00	8.00	-	8.00	-
Utility Plant Maintenance Mechanic	415	3.00	3.00	-	3.00	-
Utility Wastewater Plant Operator II	415	1.00	1.00	-	1.00	-
Utility Water Plant Operator II	415	1.00	1.00	-	1.00	-
Environmental Technician	411	1.00	1.00	-	1.00	-
Electrical Technician	314	2.00	2.00	-	2.00	-
Process Control Technician	413	1.00	1.00	-	1.00	-
Equipment Operator IV	312	1.00	1.00	-	1.00	-
Utility Wastewater Plant Operator I	412	2.00	2.00	-	2.00	-
Utility Water Plant Operator I	412	6.00	6.00	-	6.00	-
Lift Station Operator	311	2.00	2.00	-	2.00	-
Administrative Specialist II	409	1.00	1.00	-	1.00	-
Utility Service Technician I	307	5.00	5.00	-	5.00	-
Administrative Specialist II**	409	0.50	0.50	-	0.50	-
Custodial Worker I	302	1.00	1.00	-	1.00	-
Total		46.50	46.50	-	46.50	-

** Split between funds or departments/divisions

<i>Account</i>	<i>Description</i>	<i>2014 Actual</i>	<i>2015 Actual</i>	<i>2016 Actual</i>	<i>2017 Budget</i>	<i>2018 Final Budget</i>
Combined Water and Wastewater						
451-4520-536.12-00	Regular Salaries & Wages	2,042,785	1,994,391	2,033,251	2,190,745	2,273,570
451-4520-536.12-02	Regular Salaries - Additional Pays	12,057	5,323	5,528	7,900	19,887
451-4520-536.12-06	Reg Salaries - Opt Out Health Insurance	11,200	12,800	10,725	10,800	12,000
451-4520-536.12-10	Regular Salaries & Wages - OPEB	49,131	26,117	25,566	-	-
451-4520-536.13-00	Other Salaries & Wages	-	-	-	14,338	16,674
451-4520-536.14-00	Overtime	42,862	73,115	80,799	50,000	50,000
451-4520-536.21-00	FICA/Medicare Taxes	155,311	154,696	160,195	174,394	181,944
451-4520-536.22-01	Retirement Contributions	162,901	161,632	163,167	183,052	191,759
451-4520-536.23-00	Medical Insurance	219,403	217,882	249,969	307,496	435,201
451-4520-536.23-02	Medical Insurance - Life & ST Disability	9,487	9,747	11,052	10,986	11,566
451-4520-536.24-00	Worker's Compensation	32,830	33,405	33,747	39,279	45,151
451-4520-536.25-00	Unemployment Cont	1,253	(3,869)	4,400	-	-
451-4520-536.27-00	Pension GASB 68	-	74,645	240,730	-	-
451-4520-536.31-00	Professional Services	111,744	67,810	133,282	130,000	185,000
451-4520-536.34-00	Other Contractual Services	16,001	13,966	10,089	40,000	30,000
451-4520-536.40-00	Travel & Per Diem	1,342	911	4,064	6,800	6,800
451-4520-536.41-00	Communications Services	13,178	11,778	11,910	17,076	17,076
451-4520-536.42-00	Postage & Transportation	1,153	454	185	1,400	1,000
451-4520-536.44-00	Rentals & Leases	6,692	7,425	7,425	5,000	5,000
451-4520-536.45-01	Insurance - Operating Liability	3,449	3,679	6,625	7,966	8,345
451-4520-536.45-02	Insurance - Auto Liability	13,209	13,256	14,115	13,767	16,457
451-4520-536.46-00	Repair & Maintenance Services	82,160	61,408	76,061	107,000	107,000
451-4520-536.47-00	Printing & Binding	1,571	842	699	400	250
451-4520-536.48-00	Promotional Activities	-	-	-	100	100
451-4520-536.49-00	Other Charges/Obligations	17,417	9,364	16,903	43,350	42,850
451-4520-536.51-00	Office Supplies	2,512	3,967	1,547	4,100	3,200
451-4520-536.52-00	Operating Supplies	19,025	20,599	15,462	13,500	13,500
451-4520-536.52-01	Operating Supplies - Gasoline/Diesel/Lubric	83,674	68,597	55,591	77,191	77,191
451-4520-536.52-05	Operating Supplies - Uniforms	5,695	7,551	11,689	6,500	10,000
451-4520-536.54-01	Books/Pubs/Subsc/Memb - Prof Dues	1,011	3,207	278	2,240	2,390
451-4520-536.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	2,589	3,952	3,820	9,775	10,500
451-4520-536.54-03	Books/Pubs/Subsc/Memb - Subscriptions	-	271	-	450	450
451-4520-536.63-00	Improve Other Than Bldg	-	-	-	-	-
Total Combined Water and Wastewater		\$ 3,121,642	\$ 3,058,921	\$ 3,388,874	\$ 3,475,605	\$ 3,774,861

<i>Account</i>	<i>Description</i>	<i>2014 Actual</i>	<i>2015 Actual</i>	<i>2016 Actual</i>	<i>2017 Budget</i>	<i>2018 Final Budget</i>
Water Plant #1						
451-4521-536.31-00	Professional Services	-	-	4,259	30,000	30,000
451-4521-536.34-00	Other Contractual Services	38,525	31,080	35,272	91,000	66,000
451-4521-536.43-00	Utility Services	233,786	258,742	224,239	225,978	225,978
451-4521-536.44-00	Rentals & Leases	-	-	-	1,890	1,890
451-4521-536.45-01	Insurance - Operating Liability	951	1,014	1,712	1,975	2,014
451-4521-536.46-00	Repair & Maintenance Services	47,256	59,592	25,212	73,000	73,000
451-4521-536.47-00	Printing & Binding	-	-	-	1,000	1,000
451-4521-536.51-00	Office Supplies	826	437	-	2,000	1,500
451-4521-536.52-00	Operating Supplies	120,509	94,014	117,056	155,500	155,500
451-4521-536.52-01	Operating Supplies - Gasoline/Diesel/Lubric	7,974	4,091	2,784	8,000	8,000
Total Water Plant #1		\$ 449,827	\$ 448,970	\$ 410,534	\$ 590,343	\$ 564,882

<i>Account</i>	<i>Description</i>	<i>2014 Actual</i>	<i>2015 Actual</i>	<i>2016 Actual</i>	<i>2017 Budget</i>	<i>2018 Final Budget</i>
Water Plant #2						
451-4522-536.31-00	Professional Services	-	-	-	-	30,000
451-4522-536.34-00	Other Contractual Services	-	13,601	26,365	-	25,000
451-4522-536.43-00	Utility Services	53,135	144,417	140,251	134,000	134,000
451-4522-536.44-00	Rentals & Leases	-	-	161	1,890	1,890
451-4522-536.45-01	Insurance - Operating Liability	588	627	1,059	1,222	1,606
451-4522-536.46-00	Repair & Maintenance Services	20,118	15,226	41,170	38,500	38,500
451-4522-536.52-00	Operating Supplies	38,086	87,575	92,782	291,000	296,000
Total Water Plant #2		\$ 111,927	\$ 261,446	\$ 301,788	\$ 466,612	\$ 526,996

<i>Account</i>	<i>Description</i>	<i>2014 Actual</i>	<i>2015 Actual</i>	<i>2016 Actual</i>	<i>2017 Budget</i>	<i>2018 Final Budget</i>
Well Fields						
451-4525-536.45-01	Insurance - Operating Liability	1,022	1,090	1,841	2,124	5,695
451-4525-536.46-00	Repair & Maintenance Services	33,144	23,622	59,070	53,500	53,500
451-4525-536.49-00	Other Charges/Obligations	-	-	-	500	250
451-4525-536.52-00	Operating Supplies	89	-	411	500	500
Total Well Fields		\$ 34,255	\$ 24,712	\$ 61,322	\$ 56,624	\$ 59,945

<i>Account</i>	<i>Description</i>	<i>2014 Actual</i>	<i>2015 Actual</i>	<i>2016 Actual</i>	<i>2017 Budget</i>	<i>2018 Final Budget</i>
Wastewater Treatment - North Plant						
451-4527-536.31-00	Professional Services	-	19,950	-	15,000	29,000
451-4527-536.34-00	Other Contractual Services	66,322	86,053	319,396	385,000	385,000
451-4527-536.42-00	Communications Services	50	-	-	-	-
451-4527-536.43-00	Utility Services	650,476	691,088	623,229	622,308	622,308
451-4527-536.44-00	Rentals & Leases	-	-	-	1,106	1,106
451-4527-536.45-01	Insurance - Operating Liability	111,056	118,478	200,256	230,988	235,792
451-4527-536.46-00	Repair & Maintenance Services	219,627	269,821	158,998	303,000	316,500
451-4527-536.47-00	Printing & Binding	46	-	454	100	100
451-4527-536.49-00	Other Charges/Obligations	493	799	329	700	700
451-4527-536.51-00	Office Supplies	3,264	2,844	2,379	3,000	3,000
451-4527-536.52-00	Operating Supplies	300,574	294,388	452,839	566,500	547,500
451-4527-536.52-01	Operating Supplies - Gasoline/Diesel/Lubric	22,368	-	12,015	-	20,000
Total Wastewater Treatment - North Plant		\$ 1,374,276	\$ 1,483,421	\$ 1,769,895	\$ 2,127,702	\$ 2,161,006

<i>Account</i>	<i>Description</i>	<i>2014 Actual</i>	<i>2015 Actual</i>	<i>2016 Actual</i>	<i>2017 Budget</i>	<i>2018 Final Budget</i>
Wastewater Treatment - South Plant						
451-4528-536.31-00	Professional Services	101	100	100	14,100	14,100
451-4528-536.34-00	Other Contractual Services	238,338	326,903	62,790	45,000	45,000
451-4528-536.43-00	Utility Services	229,322	157,209	134,204	207,000	207,000
451-4528-536.44-00	Rentals & Leases	-	-	-	1,890	1,890
451-4528-536.46-00	Repair & Maintenance Services	61,439	70,873	62,365	126,400	126,400
451-4528-536.49-00	Other Charges/Obligations	-	146	-	500	500
451-4528-536.51-00	Office Supplies	617	1,056	571	1,500	1,500
451-4528-536.52-00	Operating Supplies	41,507	51,891	34,785	55,700	55,700
451-4528-536.52-01	Operating Supplies - Gasoline/Diesel/Lubric	2,048	2,315	3,197	8,000	8,000
Total Wastewater Treatment - South Plant		\$ 573,372	\$ 610,493	\$ 298,012	\$ 460,090	\$ 460,090
Wastewater Lift Stations						
451-4529-536.34-00	Other Contractual Services	76	-	-	-	-
451-4529-536.43-00	Utility Services	113,113	124,817	117,516	113,803	113,803
451-4529-536.45-01	Insurance - Operating Liability	3,746	3,997	7,004	8,274	8,681
451-4529-536.46-00	Repair & Maintenance Services	170,622	62,352	45,848	118,000	118,000
451-4529-536.49-00	Other Charges/Obligations	1,200	-	-	-	-
451-4529-536.51-00	Office Supplies	-	-	-	400	250
451-4529-536.52-00	Operating Supplies	2,444	11,520	11,291	1,280	1,280
451-4529-536.52-01	Operating Supplies - Gasoline/Diesel/Lubric	-	-	268	1,500	1,500
Total Wastewater Lift Stations		\$ 291,201	\$ 202,686	\$ 181,927	\$ 243,257	\$ 243,514
Total Water/Wastewater Plants Combined		\$ 5,956,500	\$ 6,090,649	\$ 6,412,352	\$ 7,420,233	\$ 7,791,294

Wastewater Distribution

This division is responsible for mains, lines and pumps for the safe and reliable delivery of water to all customers.

Summary

Expenditures	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Salaries	\$ 559,623	\$ 595,006	\$ 661,329	\$ 941,993
Benefits	201,272	255,141	240,380	371,821
Operating	423,733	435,869	542,340	617,809
Supplies	53,021	50,986	73,100	73,600
Capital	-	7,603	-	-
Total	\$ 1,237,649	\$ 1,344,605	\$ 1,517,149	\$ 2,005,223

Funding Source				
Water and Wastewater Fund	\$ 1,237,649	\$ 1,344,605	\$ 1,517,149	\$ 2,005,223
Total	\$ 1,237,649	\$ 1,344,605	\$ 1,517,149	\$ 2,005,223

Our Accomplishments in 2016-17

- ❖ Changed out at least (4) 2 barrel hydrants with hydrant valves and system valves.
- ❖ Developed a comprehensive Automatic Meter Reading (AMR) register change out to get aged registers exchanged and updated meter locations.
- ❖ Replaced six fire hydrants.
- ❖ Installed 173 new meter sets.
- ❖ Completed 3,382 work orders.
- ❖ Read 61,669 meters.

Goals and Objectives for 2017-18

- ❖ Improve communication of maintenance with lift station and vacuum system.
- ❖ Install 26 new valve/controllers and pits.
- ❖ Replace four fire hydrants.

- ❖ Developing a comprehensive AMR Register change out approach to get aged registers exchanged and updating meter locations.
- ❖ Water improvement project in the 2400 block of Willow Ave to improve main from old 2" galvanized to 6" PVC and add fire hydrants for fire protection and water quality purposes.

Utilities Water Distribution				
Performance Measures				
Activity	Actual 2014-2015	Actual 2015-2016	Expected 2016-2017	Proposed 2017-2018
# total meters system wide	20,543	81,398	82,500	84,000
# radio reads meters system wide	80,324	81,309	85,312	83,600
# hydrants system wide	-	5,678	5,668	5,672
Miles of mains system wide	-	1,136	1,136	1,136
# direct read meters (system wide)	462	1,628	565	600
# work orders completed	13,968	14,465	14,528	14,600
# locates responded to	5,900	8,646	8,000	8,500
# new meters installed (all are radio read)	-	262	173	175
# meters read	247,012	247,225	247,676	248,000
# hydrants maintained	540	540	540	540
Radio read meters as % of all City meters	391%	100%	103%	100%
% of City wide meters converted to Radio Reads			39.00%	
% new building installs (all radio reads)			39.00%	
% hydrants maintained	-	9.51%	9.53%	9.52%

Authorized Positions

	Grade	Funded 2016	Funded 2017	+/-	Funded 2018	Authorized & Unfunded
Utility Systems Maintenance Supervisor	416	1.00	1.00	-	1.00	-
Utility Crew Leader	415	3.00	3.00	-	3.00	-
Utility Field Specialist	312	3.00	3.00	-	3.00	-
Equipment Operator III	311	1.00	1.00	-	1.00	-
Administrative Specialist III	412	1.00	1.00	-	1.00	-
Field Service Technician	307	6.00	6.00	-	6.00	-
Utility Service Technician I	307	3.00	2.00	-	2.00	-
Total		18.00	17.00	-	17.00	-

<i>Account</i>	<i>Description</i>	<i>2014 Actual</i>	<i>2015 Actual</i>	<i>2016 Actual</i>	<i>2017 Budget</i>	<i>2018 Final Budget</i>
Water Distribution						
451-4530-536.12-00	Regular Salaries & Wages	479,375	506,888	537,469	628,929	900,393
451-4530-536.12-06	Reg Salaries - Opt Out Health Insurance	1,900	1,400	2,606	2,400	3,600
451-4530-536.12-10	Regular Salaries & Wages - OPEB	17,277	10,110	9,897	-	-
451-4530-536.14-00	Overtime	41,149	41,225	45,034	30,000	38,000
451-4530-536.21-00	FICA/Medicare Taxes	42,806	40,284	42,718	50,718	72,247
451-4530-536.22-01	Retirement Contributions	40,336	38,767	43,239	52,939	71,142
451-4530-536.23-00	Medical Insurance	78,787	88,470	93,537	121,380	206,148
451-4530-536.23-02	Medical Insurance - Life & ST Disability	2,127	2,406	2,730	3,066	4,507
451-4530-536.24-00	Worker's Compensation	10,567	9,652	9,985	12,277	17,777
451-4530-536.25-00	Unemployment Cont	-	3,789	-	-	-
451-4530-536.27-00	Pension GASB 68	-	17,904	62,932	-	-
451-4530-536.31-00	Professional Services	-	-	-	15,000	15,000
451-4530-536.34-00	Other Contractual Services	7,153	-	315	15,000	15,000
451-4530-536.40-00	Travel & Per Diem	1,075	-	-	-	-
451-4530-536.41-00	Communications Services	9,854	8,137	6,753	14,159	14,159
451-4530-536.42-00	Postage & Transportation	1	-	13	100	100
451-4530-536.43-00	Utility Services	19,184	20,819	21,323	18,517	18,517
451-4530-536.44-00	Rentals & Leases	1,900	11,339	2,139	5,000	5,000
451-4530-536.45-01	Insurance - Operating Liability	68,579	73,255	124,472	188,999	193,488
451-4530-536.45-02	Insurance - Auto Liability	18,256	18,318	4,494	3,865	4,845
451-4530-536.46-00	Repair & Maintenance Services	87,474	69,790	68,442	99,500	163,500
451-4530-536.46-05	Repair & Maintenance Services/Utility Lines	106,050	220,572	206,937	180,000	186,000
451-4530-536.47-00	Printing & Binding	337	718	664	200	200
451-4530-536.49-00	Other Charges/Obligations	341	785	317	2,000	2,000
451-4530-536.51-00	Office Supplies	2,837	1,226	744	3,000	2,500
451-4530-536.52-00	Operating Supplies	11,834	7,791	16,051	8,000	8,000
451-4530-536.52-01	Operating Supplies - Gasoline/Diesel/Lubric	51,928	37,798	28,661	55,000	55,000
451-4530-536.52-05	Operating Supplies - Uniforms	2,959	4,056	4,185	4,800	4,800
451-4530-536.54-01	Books/Pubs/Subsc/Memb - Prof Dues	144	200	84	300	300
451-4530-536.54-02	Books/Pubs/Subsc/Memb - Conf/Seminar	1,544	1,950	935	2,000	3,000
451-4530-536.54-03	Books/Pubs/Subsc/Memb - Subscriptions	-	-	326	-	-
451-4530-536.64-00	Machinery & Equipment	-	-	7,603	-	-
Total Water Distribution		\$ 1,105,774	\$ 1,237,649	\$ 1,344,605	\$ 1,517,149	\$ 2,005,223

Wastewater Collection

This division is responsible for the maintenance and repair of the City's system of wastewater transmission lines, lift stations and pumps.

Summary

Expenditures	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Salaries	\$ 917,007	\$ 883,051	\$ 874,096	\$ 941,993
Benefits	307,473	365,557	291,067	371,821
Operating	360,028	436,588	553,816	562,973
Supplies	82,122	47,575	101,200	102,200
Capital	-	-	-	-
Total	\$ 1,666,630	\$ 1,732,771	\$ 1,820,179	\$ 1,978,987

Funding Source				
Water and Wastewater Fund	\$ 1,666,630	\$ 1,732,771	\$ 1,820,179	\$ 1,978,987
Total	\$ 1,666,630	\$ 1,732,771	\$ 1,820,179	\$ 1,978,987

Our Accomplishments in 2016-17

- ❖ Responded to 8,723 locate tickets.
- ❖ Cleaned 573,185 linear feet of sewer lines.
- ❖ Completed 22 sewer disconnects.
- ❖ Repaired 42 sewer lines.
- ❖ Rebuilt 75 Vacuum pits and 5 buffer tanks.

Goals and Objectives for 2017-18

- ❖ Complete construction of the Riverview manhole and force-main repair.
- ❖ Rehabilitate 1,000ft of sanitary sewer line.
- ❖ Rebuild 60 controllers and valves for buffer tanks and pits.

UTILITIES - WASTEWATER COLLECTIONS

Performance Measures

Activity	Actual 2014-2015	Actual 2015-2016	Expected 2016-2017	Proposed 2017-2018
Wastewater Consumption (per million gallons)	4.918	-	4.445	-
# customers served	-	56,503	60,025	60,100
# lift stations in service	-	65	65	65
Point Repairs	27	18	17	17
Linear feet of gravity sewer main	872,320	871,276	868,145	870,000
Linear feet of gravity main cleaned	580,000	681,450	690,000	-
Linear feet of force main	334,284	334,546	335,332	335,332

Authorized Positions

	Grade	Funded 2016	Funded 2017	+/-	Funded 2018	Authorized & Unfunded
Utility Operations Manager	423	1.00	1.00	-	1.00	-
Utility Systems Maintenance Supervisor	416	1.00	1.00	-	1.00	-
Utility Crew Leader	415	2.00	2.00	-	2.00	-
Utility Operations Technician	414	1.00	1.00	-	1.00	-
Utility Operations Specialist	312	1.00	1.00	-	1.00	-
Utility Field Specialist	312	3.00	3.00	-	3.00	-
Equipment Operator IV	312	3.00	3.00	-	3.00	-
Utility Service Technician III	312	2.00	2.00	-	2.00	-
Utility Service Technician II	309	3.00	3.00	-	3.00	-
Equipment Operator I	307	1.00	1.00	-	1.00	-
Utility Service Technician I	307	2.00	3.00	-	3.00	-
Total		20.00	21.00	-	21.00	-

<i>Account</i>	<i>Description</i>	<i>2014 Actual</i>	<i>2015 Actual</i>	<i>2016 Actual</i>	<i>2017 Budget</i>	<i>2018 Final Budget</i>
Wastewater Collection						
451-4540-536.12-00	Regular Salaries & Wages	920,295	857,941	827,562	831,296	900,393
451-4540-536.12-06	Reg Salaries - Opt Out Health Insurance	1,900	3,900	4,914	4,800	3,600
451-4540-536.12-10	Regular Salaries & Wages - OPEB	23,756	11,233	10,996	-	-
451-4540-536.14-00	Overtime	38,329	43,933	39,579	38,000	38,000
451-4540-536.21-00	FICA/Medicare Taxes	69,524	68,319	66,201	67,039	72,247
451-4540-536.22-01	Retirement Contributions	70,110	68,766	63,651	65,904	71,142
451-4540-536.23-00	Medical Insurance	133,826	119,172	122,565	137,564	206,148
451-4540-536.23-02	Medical Insurance - Life & ST Disability	4,090	4,252	4,420	4,153	4,507
451-4540-536.24-00	Worker's Compensation	21,855	15,206	13,600	16,407	17,777
451-4540-536.27-00	Pension GASB 68	-	31,758	95,120	-	-
451-4540-536.31-00	Professional Services	-	2,270	9,218	45,000	45,000
451-4540-536.34-00	Other Contractual Services	-	-	-	15,000	15,000
451-4540-536.40-00	Travel & Per Diem	2,074	-	5	-	-
451-4540-536.41-00	Communications Services	10,241	10,736	11,111	8,930	8,930
451-4540-536.42-00	Postage & Transportation	13	-	1	100	100
451-4540-536.43-00	Utility Services	1,893	1,582	1,919	2,500	2,500
451-4540-536.44-00	Rentals & Leases	543	899	132	800	500
451-4540-536.45-01	Insurance - Operating Liability	76,910	82,046	138,604	161,203	164,966
451-4540-536.45-02	Insurance - Auto Liability	4,218	4,232	4,556	4,833	6,527
451-4540-536.46-00	Repair & Maintenance Services	152,214	88,721	141,189	143,650	144,650
451-4540-536.46-05	Repair & Maintenance Services/Utility Lines	135,430	168,310	128,434	170,000	173,000
451-4540-536.47-00	Printing & Binding	246	718	744	100	100
451-4540-536.49-00	Other Charges/Obligations	756	514	675	1,700	1,700
451-4540-536.51-00	Office Supplies	367	474	410	1,500	1,500
451-4540-536.52-00	Operating Supplies	23,838	30,483	12,900	24,000	24,000
451-4540-536.52-01	Operating Supplies - Gasoline/Diesel/Lubric	65,418	46,135	29,233	68,000	68,000
451-4540-536.52-05	Operating Supplies - Uniforms	5,776	3,782	3,560	5,000	5,000
451-4540-536.54-01	Books/Pubs/Subsc/Memb - Prof Dues	-	400	-	200	200
451-4540-536.54-02	Books/Pubs/Subsc/Memb - Conf/Seminar	355	848	1,273	2,500	3,500
451-4540-536.54-03	Books/Pubs/Subsc/Memb - Subscriptions	-	-	199	-	-
Total Wastewater Collection		\$ 1,763,977	\$ 1,666,630	\$ 1,732,771	\$ 1,820,179	\$ 1,978,987

Reclaim Water Program

The utility division is responsible for establishing reclaim water lines within City limits so City residents can connect and providing reclaim water to neighboring Cities and Counties through interconnection agreements. Reclaim water is the byproduct of wastewater for irrigation purposes and helps reduce the demand on potable water.

Non-Departmental

Account	Description	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2018 Final Budget
Non-Departmental						
451-4510-536.72-45	Debt Service - Interest	-	-	-	4,000	4,000
451-7979-518.23-03	Medical/Life Insurance	65,799	85,776	76,928	86,000	86,000
451-7979-536.59-89	Non Classified Expense	88,800	88,800	66,600	-	-
451-7979-536.59-99	Non Classified Expense	3,333,989	4,464,255	4,801,062	-	-
451-7979-536.69-99	Fixed Assets Capitalized	-	-	(7,603)	-	-
451-7979-536.71-15	Debt Service - Principal	-	-	-	242,594	250,765
451-7979-536.71-16	Debt Service - Principal	-	-	-	348,071	360,537
451-7979-536.71-18	Debt Service - Principal	-	-	-	948,532	971,724
451-7979-536.71-19	Debt Service - Principal	-	-	-	116,423	119,529
451-7979-536.71-20	Debt Service - Principal	-	-	-	20,297	20,851
451-7979-536.71-21	Debt Service - Principal	-	-	-	1,885,000	1,955,000
451-7979-536.71-22	Debt Service - Principal	-	-	-	9,269	9,482
451-7979-536.71-24	Debt Service - Principal	-	-	-	378,970	436,043
451-7979-536.71-25	Debt Service - Principal	-	-	-	46,475	37,883
451-7979-536.71-26	Debt Service - Principal	-	-	-	661,322	466,157
451-7979-536.71-27	Debt Service - Principal	-	-	-	-	16,052
451-7979-536.72-14	Debt Service - Interest	128	67,850	-	-	-
451-7979-536.72-15	Debt Service - Interest	75,361	105,882	60,086	55,790	47,620
451-7979-536.72-16	Debt Service - Interest	117,216	-	94,142	85,605	73,139
451-7979-536.72-17	Debt Service - Interest	55,125	308,437	-	-	-
451-7979-536.72-18	Debt Service - Interest	330,073	58,105	286,271	266,468	243,277
451-7979-536.72-19	Debt Service - Interest	60,998	10,776	55,136	52,992	49,887
451-7979-536.72-20	Debt Service - Interest	9,526	569,664	13,668	9,489	8,936
451-7979-536.72-21	Debt Service - Interest	569,664	3,886	501,945	432,086	359,136
451-7979-536.72-22	Debt Service - Interest	4,086	58,990	3,682	3,535	3,322
451-7979-536.72-24	Debt Service - Interest	51,038	-	211,777	488,402	431,330
451-7979-536.72-25	Debt Service - Interest	-	-	-	15,995	24,588
451-7979-536.72-26	Debt Service - Interest	-	-	-	100,052	295,218
451-7979-536.72-27	Debt Service - Interest	-	-	-	-	1,716
451-7979-581.91-01	Transfer to Cap Rep Fund	-	3,425,500	9,523,000	10,233,500	9,584,900
451-7979-581.91-46	Transfer	2,961,979	106,000	-	-	-
451-7979-590.99-90	Addition to Reserves	-	1,775,297	-	-	2,004,012
Total Non-Departmental		\$ 7,723,782	\$ 11,129,218	\$ 15,686,694	\$ 16,490,867	\$ 17,861,104
TOTAL EXPENSES		19,798,089	23,472,096	28,578,554	30,987,435	33,572,885

Water/Wastewater Capital Replacement Fund

Revenue and Expenditures

Account	Description	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2018 Final Budget
Revenues						
452-0000-334.30-10	Intergovernmental	451,944	101,845	(3,902)	100,000	-
452-0000-334.32-30	Intergovernmental	875,120	1,423,682	215,214	-	-
452-0000-337.30-04	Intergovernmental	161,971	-	-	-	-
452-0000-337.30-36	Intergovernmental	180,850	38,376	352,875	-	-
452-0000-361.10-00	Interest	(34,832)	(88,816)	(59,921)	-	66,000
452-0000-361.30-00	Interest	(1,781)	(7,152)	11,914	-	-
452-0000-361.40-00	Interest	17,807	30,877	7,870	-	-
452-0000-366.90-00	Contributions - Private Sources	-	-	553,510	-	-
452-0000-381.45-20	Transfers	2,961,979	3,531,500	9,523,000	10,233,500	9,584,900
452-0000-389.99-00	Use of Reserves	-	-	-	-	4,380,000
Total Water/Wastewater Revenues		\$ 4,613,058	\$ 5,030,312	\$ 10,600,560	\$ 10,333,500	\$ 14,030,900
Expenses						
452-4510-536.46-00	Repair & Maintenance Services	2,190	18,382	5,453	-	60,000
452-4510-536.52-00	Operating Supplies	1,910	-	-	-	-
452-4510-536.62-00	Buildings	-	-	-	10,000	-
452-4510-536.64-00	Machinery & Equipment	-	23,333	-	60,000	-
Total Capital - Administration		\$ 4,100	\$ 41,715	\$ 5,453	\$ 70,000	\$ 60,000
452-4520-536.31-00	Professional Services	420	-	-	35,000	60,000
452-4520-536.46-00	Repair & Maintenance Services	-	-	53,089	50,000	50,000
452-4520-536.63-91	Improve Other Than Bldg	480,080	541,758	274,410	-	-
452-4520-536.64-00	Machinery & Equipment	105,330	116,059	69,958	326,000	490,000
Total Capital - Combined Water and Wastewater		\$ 585,830	\$ 657,817	\$ 397,457	\$ 411,000	\$ 600,000
452-4530-536.31-00	Professional Services	-	-	-	-	9,600
452-4530-536.46-00	Repair & Maintenance Services	49,999	221,398	653,498	1,095,000	2,466,600
452-4530-536.52-00	Operating Supplies	1,579	21,697	7,563	-	-
452-4530-536.63-00	Improve Other Than Bldg	817,784	217,796	-	500,000	500,000
452-4530-536.63-03	Improve Other Than Bldg	8,279,633	1,538,563	209,809	-	-
452-4530-536.64-00	Machinery & Equipment	103,081	34,272	80,659	200,000	200,000
452-4530-536.64-13	Machinery & Equipment	137,453	194,498	-	-	-
Total Capital - Water Distribution		\$ 9,389,529	\$ 2,228,224	\$ 951,529	\$ 1,795,000	\$ 3,176,200

Water/Wastewater Capital Replacement Fund

Revenue and Expenditures

Account	Description	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2018 Final Budget
452-4540-536.46-00	Repair & Maintenance Services	-	34,950	518,612	226,000	305,400
452-4540-536.63-00	Improve Other Than Bldg	135,236	618,900	29,463	300,000	400,000
452-4540-536.64-00	Machinery & Equipment	28,391	38,072	133,266	165,000	335,000
Total Capital - Wastewater Collection		\$ 163,627	\$ 691,922	\$ 681,341	\$ 691,000	\$ 1,040,400
452-4525-536.46-00	Repair & Maintenance Services	115,744	33,866	447,267	755,000	-
452-4525-536.63-00	Improve Other Than Bldg	925,089	240,160	789,321	100,000	285,000
452-4525-536.64-00	Machinery & Equipment	-	113,375	416,074	-	-
Total Capital - Reclaimed Water		\$ 1,040,833	\$ 387,401	\$ 1,652,662	\$ 855,000	\$ 285,000
452-4527-536.46-00	Repair & Maintenance Services	142,684	253,473	77,299	3,820,000	5,245,000
452-4527-536.52-00	Operating Supplies	-	2,714	5,282	-	-
452-4527-536.63-91	SRF 590131 Improvements	-	2,487,179	8,273,649	210,000	340,000
452-4527-536.64-00	Machinery & Equipment	38,314	85,957	78,485	-	-
Total Capital - Wastewater Plant North		\$ 180,998	\$ 2,829,323	\$ 8,434,715	\$ 4,030,000	\$ 5,585,000
452-4528-536.46-00	Repair & Maintenance Services	63,513	18,071	117,189	100,000	550,000
452-4528-536.52-00	Operating Supplies	-	-	2,462	-	-
452-4528-536.63-91	Improve Other Than Bldg	827,502	1,635,567	-	-	-
452-4528-536.64-00	Machinery & Equipment	28,507	40,394	-	25,000	25,000
Total Capital - Wastewater Plant South		\$ 919,522	\$ 1,694,032	\$ 119,651	\$ 125,000	\$ 575,000
452-4529-536.46-00	Repair & Maintenance Services	40,462	8,596	-	-	-
452-4529-536.64-00	Machinery & Equipment	94,205	62,729	76,935	450,000	450,000
Total Capital - Wastewater Lift Stations		\$ 134,667	\$ 71,325	\$ 76,935	\$ 450,000	\$ 450,000
452-7979-591.99-90	Other Uses	(5,285,839)	(8,052,289)	(10,432,030)	1,906,500	2,259,300
Total Non-Departmental		\$ (5,285,839)	\$ (8,052,289)	\$ (10,432,030)	\$ 1,906,500	\$ 2,259,300
Total Water/Wastewater Expenses		7,133,267	549,470	1,887,713	10,333,500	14,030,900

Water Impact Fees Fund

Revenue and Expenditures

Account	Description	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2018 Final Budget
Revenues						
460-0000-324.21-61	Residential	82,601	109,706	113,152	76,556	66,000
460-0000-324.22-61	Commercial	81,584	112,211	172,066	191,714	190,000
460-0000-361.10-00	Interest	10,080	14,166	16,443	12,208	14,000
460-0000-361.30-00	Interest - Unrealized	745	2,267	(1,793)	-	-
460-0000-361.40-00	Interest - Realized	(4,966)	(5,203)	(1,593)	-	-
460-0000-389.98-00	Use of Reserves	-	-	-	-	330,000
Total Water Impact Fee Revenue		\$ 170,044	\$ 233,147	\$ 298,275	\$ 280,478	\$ 600,000
Expenses						
460-4528-536.61-00	Land	-	-	-	-	500,000
460-4530-536.49-00	Other Charges/Obligations	1,808	2,236	2,219	-	-
460-4525-536.63-00	Improve Other Than Bldg	-	-	-	110,000	-
460-7979-536.59-99	Depreciation Expense	821	2,703	2,726	-	-
460-7979-581.91-45	W/S Utility Fund	-	-	320,000	100,000	100,000
460-7979-590.99-90	Additions to Reserve	-	-	-	70,478	-
Total Water Impact Fee Expenditures		\$ 2,629	\$ 4,939	\$ 324,945	\$ 280,478	\$ 600,000

Wastewater Impact Fees Fund

Revenue and Expenditures

Account	Description	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2018 Final Budget
Revenues						
470-0000-324.21-62	Residential	198,138	208,536	214,775	133,100	140,000
470-0000-324.22-62	Commercial	174,594	189,976	333,087	106,173	350,000
470-0000-361.10-00	Interest	23,963	32,292	39,669	29,704	35,000
470-0000-361.30-00	Interest - Unrealized	1,788	5,238	(3,591)	-	-
470-0000-361.40-00	Interest - Realized	(11,793)	(11,875)	(3,719)	-	-
470-0000-389.98-00	Use of Reserves	-	-	-	846,023	1,125,000
Total Wastewater Impact Fee Revenues		\$ 386,690	\$ 424,167	\$ 580,221	\$ 1,115,000	\$ 1,650,000
Expenses						
470-4528-536.46-00	Repair & Maintenance Services	-	-	-	415,000	-
470-4528-536.64-00	Machinery & Equipment	-	-	-	-	900,000
470-4540-536.49-00	Other Charges/Obligations	4,295	5,104	5,364	-	-
470-4540-536.52-00	Operating Supplies	9,472	-	-	-	-
470-4540-536.64-00	Machinery & Equipment	-	103,833	-	-	50,000
470-7979-536.59-99	Depreciation Expense	8,897	10,611	10,200	-	-
470-7979-536.69-99	Fixed Assets Capitalized	-	(103,833)	-	-	-
470-7979-581.91-45	W/S Utility Fund	-	-	-	700,000	700,000
470-7979-590.99-90	Additions to Reserve	-	-	-	-	-
Total Wastewater Impact Fee Expenditures		\$ 22,664	\$ 15,715	\$ 15,564	\$ 1,115,000	\$ 1,650,000



SPECIAL REVENUE FUNDS

❖ REVENUES AND EXPENDITURE SCHEDULE

❖ 2ND DOLLAR FUND

❖ LAW ENFORCEMENT TRUST FUND

❖ LIHEAP

❖ LOCAL OPTION GAS TAX

❖ IMPACT FEES FUND

❖ BUILDING INSPECTION FUND

❖ 3RD GENERATION FUND

❖ CEMETERY FUND



City of Sanford
Special Revenue Funds
Revenue and Expenditures Schedule

	Police 2nd Dollar Fund	Police Trust Fund	Low Income Home Energy	Streets Local Option	Impact Fees Recreation
Use of Fund Balance	\$ -	\$ 6,000	\$ -	\$ -	\$ -
Revenues					
Taxes					
Property (Ad Valorem)	\$ -	\$ -	\$ -	\$ -	\$ -
Sales and Use Tax	-	-	-	1,208,965	-
Permits, Impact Fees, Assessments	-	-	-	-	50,000
Intergovernmental	-	53,000	914,319	-	-
Charges for Services	-	-	-	-	-
Fines and Forfeitures	13,000	-	-	-	-
Other Revenues	300	1,500	-	11,000	11,400
Total Revenues	13,300	54,500	914,319	1,219,965	61,400
Total Revenues, Transfers, and Balances	\$ 13,300	\$ 60,500	\$ 914,319	\$ 1,219,965	\$ 61,400
Expenditures					
General Government	\$ -	\$ -	\$ -	\$ -	\$ -
Public Safety	13,300	55,000	-	-	-
Physical Environment	-	-	-	-	-
Transportation	-	-	-	1,219,965	-
Economic Environment	-	-	-	-	-
Human Services	-	-	914,319	-	-
Culture and Recreation	-	-	-	-	30,325
Total Expenditures	13,300	55,000	914,319	1,219,965	30,325
Transfers Out	-	-	-	-	-
Total Expenditures and Other Uses	13,300	55,000	914,319	1,219,965	30,325
Total Revenue Over/(Under) Expenditure	-	5,500	-	-	31,075
Total Appropriations and Reserves	\$ 13,300	\$ 60,500	\$ 914,319	\$ 1,219,965	\$ 61,400

City of Sanford Special Revenue Funds Revenue and Expenditures

	Impact Fees Fire	Impact Fees Police	Building Inspection	Streets 3rd Generation	Cemetery	Total
Use of Fund Balance	\$ -	\$ -	\$ 8,110	\$ -	\$ 47,403	\$ 61,513
Revenues						
Taxes						
Property (Ad Valorem)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Sales and Use Tax	-	-	-	3,375,800	-	4,584,765
Permits, Impact Fees, Assessments	75,000	106,000	1,146,720	-	-	1,377,720
Intergovernmental	-	-	-	-	-	967,319
Charges for Services	-	-	-	-	67,800	67,800
Fines and Forfeitures	-	-	-	-	-	13,000
Other Revenues	6,400	3,000	15,870	30,000	-	79,470
Total Revenues	81,400	109,000	1,162,590	3,405,800	67,800	7,090,074
Total Revenues, Transfers, and Balances	\$ 81,400	\$ 109,000	\$ 1,170,700	\$ 3,405,800	\$ 115,203	\$ 7,151,587
Expenditures						
General Government	\$ -	\$ -	\$ 1,154,968	\$ -	\$ -	\$ 1,154,968
Public Safety	41,000	85,500	-	-	-	194,800
Physical Environment	-	-	-	-	115,203	115,203
Transportation	-	-	-	3,000,000	-	4,219,965
Economic Environment	-	-	-	-	-	-
Human Services	-	-	-	-	-	914,319
Culture and Recreation	-	-	-	-	-	30,325
Total Expenditures	41,000	85,500	1,154,968	3,000,000	115,203	6,629,580
Transfers Out	-	-	-	-	-	-
<i>Total Expenditures and Other Uses</i>	<i>41,000</i>	<i>85,500</i>	<i>1,154,968</i>	<i>3,000,000</i>	<i>115,203</i>	<i>6,629,580</i>
<i>Total Revenue Over/(Under) Expenditure</i>	<i>40,400</i>	<i>23,500</i>	<i>15,732</i>	<i>405,800</i>	<i>-</i>	<i>522,007</i>
Total Appropriations and Reserves	\$ 81,400	\$ 109,000	\$ 1,170,700	\$ 3,405,800	\$ 115,203	\$ 7,151,587

Special Revenue Funds

Revenue and Expenditures

Police Training (2nd Dollar Fund)					
	<i>2014 Actual</i>	<i>2015 Actual</i>	<i>2016 Actual</i>	<i>2017 Budget</i>	<i>2018 Final Budget</i>
Judgements and Fines	\$ 14,895	\$ 16,534	\$ 12,847	\$ 15,650	\$ 13,000
Interest	118	245	368	352	300
Use of Fund Balance	-	-	-	-	-
Total Revenues	\$ 15,013	\$ 16,779	\$ 13,215	\$ 16,002	\$ 13,300
Travel	\$ 650	\$ 5,272	\$ 11,914	\$ 7,000	\$ 13,300
Training	21	292	173	-	-
Additions to Fund Balance	-	-	-	9,002	-
Total Expenditures	\$ 671	\$ 5,564	\$ 12,087	\$ 16,002	\$ 13,300

Police Trust Fund					
	<i>2014 Actual</i>	<i>2015 Actual</i>	<i>2016 Actual</i>	<i>2017 Budget</i>	<i>2018 Final Budget</i>
Grants	\$ 12,379	\$ -	\$ 9,736	\$ -	\$ -
Confiscations and Forfeits	56,107	64,571	44,551	38,632	53,000
Interest	1,736	843	1,935	2,676	1,500
Disposition of Assets	4,679	-	-	-	-
Contributions	-	-	-	4,257	-
Use of Fund Balance	-	-	-	66,067	6,000
Total Revenues	\$ 74,901	\$ 65,415	\$ 56,223	\$ 111,632	\$ 60,500
Salary	\$ -	\$ -	\$ -	\$ -	\$ -
Operating	38,555	49,189	46,346	31,100	55,000
Supplies	98,698	45,141	44,088	72,790	-
Other	-	-	-	-	5,500
Total Expenditures	\$ 137,253	\$ 94,330	\$ 90,434	\$ 103,890	\$ 60,500

Special Revenue Funds

Revenue and Expenditures

Low Income Home Energy Assistance						
	<i>2014 Actual</i>	<i>2015 Actual</i>	<i>2016 Actual</i>	<i>2017 Budget</i>	<i>2018 Final Budget</i>	
Grants	\$ 907,659	\$ 1,069,297	\$ 732,665	\$ 873,500	\$ 914,319	
Transfers from General Fund	-	-	-	-	-	
Use of Fund Balance	-	-	-	-	-	
Total Revenues	\$ 907,659	\$ 1,069,297	\$ 732,665	\$ 873,500	\$ 914,319	
Salary	\$ 120,595	\$ 122,092	\$ 125,060	\$ 138,148	\$ 128,933	
Benefits	46,067	42,618	42,036	55,660	61,729	
Operating	17,907	5,082	5,101	5,900	5,600	
Supplies	1,623	1,466	1,347	2,300	2,800	
Assistance	736,996	945,329	566,668	671,492	715,257	
Total Expenditures	\$ 923,188	\$ 1,116,587	\$ 740,212	\$ 873,500	\$ 914,319	
Streets - Local Option Gas Tax						
	<i>2014 Actual</i>	<i>2015 Actual</i>	<i>2016 Actual</i>	<i>2017 Budget</i>	<i>2018 Final Budget</i>	
Tax	\$ 1,082,037	\$ 1,124,378	\$ 1,162,428	\$ 1,185,881	\$ 1,208,965	
Interest	8,258	10,818	12,193	13,400	11,000	
Use of Fund Balance	-	-	-	-	-	
Total Revenues	\$ 1,090,295	\$ 1,135,196	\$ 1,174,621	\$ 1,199,281	\$ 1,219,965	
Operating	\$ 495,090	\$ 517,461	\$ 1,026,492	\$ 504,078	\$ 535,000	
Supplies	70,366	93,892	81,502	97,250	105,250	
Capital	213,271	327,482	620,356	466,672	579,715	
Additions to Fund Balance	-	-	-	131,281	-	
Total Expenditures	\$ 778,727	\$ 938,835	\$ 1,728,350	\$ 1,199,281	\$ 1,219,965	

Special Revenue Funds

Revenue and Expenditures

Impact Fee Funds					
	<i>2014 Actual</i>	<i>2015 Actual</i>	<i>2016 Actual</i>	<i>2017 Budget</i>	<i>2018 Final Budget</i>
Fees - Recreation	\$ 52,752	\$ 62,126	\$ 78,491	\$ 43,830	\$ 50,000
Fees - Fire	61,712	57,583	65,908	25,894	75,000
Fees - Police	86,396	83,561	83,479	27,092	106,000
Interest	16,476	14,735	21,677	22,920	20,800
Use of Fund Balance	-	-	-	14,969	-
Total Revenues	\$ 217,336	\$ 218,005	\$ 249,555	\$ 134,705	\$ 251,800
Recreation	\$ 47,880	\$ 120,066	\$ 510,256	\$ -	\$ 30,325
Fire	34,388	88,311	59,035	33,500	41,000
Police	349,631	63,581	123,289	45,975	85,500
Transfers	343,249	158,252	-	-	-
Additions to Fund Balance	29,612	-	18,781	55,230	94,975
Total Expenditures	\$ 804,760	\$ 430,210	\$ 711,361	\$ 134,705	\$ 251,800

Building Inspection					
	<i>2014 Actual</i>	<i>2015 Actual</i>	<i>2016 Actual</i>	<i>2017 Budget</i>	<i>2018 Final Budget</i>
Permit Fees	\$ 376,240	\$ 584,021	\$ 736,160	\$ 581,339	\$ 782,000
Application Fees	212,858	262,169	307,470	296,756	312,000
Other	69,027	85,321	83,556	56,692	54,520
Interest	7,700	10,997	16,278	14,485	14,070
Use of Fund Balance	-	-	-	30,018	8,110
Total Revenues	\$ 665,825	\$ 942,508	\$ 1,143,464	\$ 979,290	\$ 1,170,700
Salary	\$ 537,194	\$ 560,213	\$ 566,925	\$ 589,074	\$ 612,845
Benefits	131,581	147,293	157,063	171,407	189,134
Operating	159,321	122,844	131,683	164,434	253,673
Supplies	36,950	28,356	31,818	41,148	42,316
Capital	40,394	46,630	-	24,000	57,000
Other	-	-	-	-	15,732
Total	\$ 905,440	\$ 905,336	\$ 887,489	\$ 990,063	\$ 1,170,700

Special Revenue Funds

Revenue and Expenditures

Streets - 3rd Generation Sales Tax					
	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2018 Final Budget
Tax	\$ -	\$ 2,083,115	\$ 3,280,177	\$ 3,261,737	\$ 3,375,800
Interest	-	4,296	28,698	17,000	30,000
Use of Fund Balance	-	-	-	621,263	-
Total Revenues	\$ -	\$ 2,087,411	\$ 3,308,875	\$ 3,900,000	\$ 3,405,800
Operating	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	-	-	-	-	-
Capital	-	-	144,408	3,900,000	3,000,000
Additions to Fund Balance	-	-	-	-	405,800
Total Expenditures	\$ -	\$ -	\$ 144,408	\$ 3,900,000	\$ 3,405,800

Cemetery					
	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2018 Final Budget
Cemetery Fees	\$ 61,507	\$ 64,143	\$ 66,787	\$ 66,343	\$ 67,800
Use of Fund Balance	-	-	-	58,844	47,403
Total Revenues	\$ 61,507	\$ 64,143	\$ 66,787	\$ 125,187	\$ 115,203
Operating	\$ 81,445	\$ 75,374	\$ 75,008	\$ 125,187	\$ 115,203
Capital	-	-	-	-	-
Transfers	-	-	-	-	-
Additions to Fund Balance	-	-	-	-	-
Total Expenditures	\$ 81,445	\$ 75,374	\$ 75,008	\$ 125,187	\$ 115,203

2nd Dollar Fund

Revenue and Expenditures

Account	Description	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2018 Final Budget
Revenues						
110-0000-351.30-00	Judgements and Fines	14,895	16,534	12,847	15,650	13,000
110-0000-361.10-00	Interest	118	245	368	352	300
110-0000-361.30-00	Interest	7	41	(9)	-	-
110-0000-361.40-00	Interest	(59)	(99)	(32)	-	-
110-0000-389.98-00	Use of Fund Balance	-	-	-	-	-
Total 2nd\$ Fund Revenues		\$ 14,961	\$ 16,721	\$ 13,174	\$ 16,002	\$ 13,300
Expenditures						
110-2020-521.40-00	Travel & Per Diem	650	5,272	11,914	7,000	13,300
110-2020-521.49-00	Other Charges/Obligations	21	42	44	-	-
110-2020-521.52-05	Operating Supplies - Uniforms	-	382	-	-	-
110-2020-521.54-01	Books/Pubs/Subscrs/Membs	-	250	129	-	-
110-2020-521.54-02	Books/Pubs/Subscrs/Membs	2,023	-	3,224	-	-
110-2020-521.55-00	Training	-	3,610	-	-	-
110-7979-590.99-90	Additions to Reserve	-	-	-	9,002	-
Total 2nd\$ Fund Expenditures		\$ 2,694	\$ 9,556	\$ 15,311	\$ 16,002	\$ 13,300

Law Enforcement Trust Fund

Revenue and Expenditures

Account	Description	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2018 Final Budget
Revenues						
106-0000-351.21-25	Confiscated Property - Justice	41,543	55,048	31,017	16,689	40,000
106-0000-361.10-00	Interest	1,382	979	751	620	500
106-0000-361.30-00	Interest	128	182	(99)	-	-
106-0000-361.40-00	Interest	(673)	(362)	(82)	-	-
106-0000-389.98-00	Use of Reserves	-	-	-	53,791	-
108-0000-361.10-00	Interest	253	116	(12)	-	-
108-0000-361.30-00	Interest	22	33	(5)	-	-
108-0000-361.40-00	Interest	(119)	(43)	(1)	-	-
108-0000-366.90-00	Misc Donations	3,605	4,166	345	-	-
108-0000-369.90-02	Misc	12,379	-	9,736	-	-
108-0000-389.98-00	Use of Reserves	-	-	-	12,276	-
111-0000-351.21-26	Confiscated Property - State	10,959	5,357	13,189	21,943	13,000
111-0000-351.22-26	Confiscated Property - State	-	-	83	-	-
111-0000-361.10-00	Bank Investment	101	(252)	1,196	2,056	1,000
111-0000-361.30-00	Unrealized Gain (Loss)	5	34	(25)	-	-
111-0000-361.40-00	Realized Gain (Loss)	(51)	(76)	(27)	-	-
111-0000-364.41-00	Disposition of Assets	4,679	-	-	-	-
111-0000-369.90-02	Misc	-	-	-	4,257	-
111-0000-389.98-00	Use of Reserves	-	-	-	-	6,000
Total Law Enforcement Trust Fund Revenues		\$ 74,213	\$ 65,182	\$ 56,066	\$ 111,632	\$ 60,500
Expenditures						
106-2020-521.31-00	Professional Services	814	-	504	-	-
106-2020-521.34-00	Contractual	-	2,080	-	-	-
106-2020-521.40-00	Travel & Per Diem	20,504	15,937	28,034	17,100	35,000
106-2020-521.49-00	Other Charges/Obligations	248	157	(72)	-	-
106-2020-521.52-00	Operating Supplies	47,032	1,471	6,765	-	-
106-2020-521.54-01	Books/Pubs/Subscrs/Membs	-	2,566	1,624	-	-
106-2020-521.54-02	Books/Pubs/Subscrs/Membs	17,555	16,537	19,756	-	-
106-2020-521.54-03	Books/Pubs/Subscrs/Membs	-	-	7,475	-	-
106-2020-521.55-00	Training	10,004	15,079	5,858	54,000	-
106-2020-521.64-00	Machinery & Equipment	26,893	27,500	-	-	-
106-7979-590.99-90	Additions to Reserves	-	-	-	-	5,500
108-2020-521.40-00	Travel & Per Diem	-	-	2,909	7,000	-
108-2020-521.48-00	Promotional Activities	9,019	19,126	2,762	-	-
108-2020-521.49-00	Other Charges/Obligations	6,996	3,390	6,458	-	-
108-2020-521.52-00	Operating Supplies	18,714	4,107	180	-	-
108-2020-521.54-01	Books/Pubs/Subscrs/Membs	1,785	2,074	1,370	5,276	-
108-2020-521.54-02	Books/Pubs/Subscrs/Membs	428	1,500	-	-	-
111-2020-521.40-00	Travel & Per Diem	497	8,467	5,554	7,000	20,000
111-2020-521.49-00	Other Charges/Obligations	477	32	197	-	-
111-2020-521.52-01	Operating Supplies/Gasoline/Diese	-	58	-	-	-
111-2020-521.54-01	Books/Pubs/Subscrs/Membs	-	630	-	13,514	-
111-2020-521.54-02	Books/Pubs/Subscrs/Membs	995	1,119	1,060	-	-
111-2020-521.55-00	Training	2,185	-	-	-	-
111-7979-590.99-90	Additions to Reserves	-	-	-	7,742	-
Total Law Enforcement Trust Fund Expenditures		\$ 164,146	\$ 121,830	\$ 90,434	\$ 111,632	\$ 60,500

Low Income Home Energy Assistance Fund

Revenue and Expenditures

Account	Description	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2018 Final Budget
Revenues						
117-0000-331.59-01	Low Income Home Energy Assistance Program	907,659	1,069,297	732,665	873,500	914,319
117-0000-369.41-00	Other Misc. Rev/Reimb of Claims & Expense	-	24	-	-	-
117-0000-389.98-00	Use of Fund Balance	-	-	-	-	-
Total Low Income Home Energy Assistance Revenues		\$ 907,659	\$ 1,069,321	\$ 732,665	\$ 873,500	\$ 914,319
Expenditures						
117-1104-564.12-00	Regular Salaries & Wages	118,719	118,275	123,785	135,380	126,693
117-1104-564.12-02	Regular Salaries & Wages	1,065	1,045	1,045	2,768	2,240
117-1104-564.14-00	Overtime	811	2,772	230	-	-
117-1104-564.21-00	FICA/Medicare Taxes	9,718	9,131	9,514	10,597	9,890
117-1104-564.22-01	Retirement Contributions	13,832	12,973	13,299	16,127	13,799
117-1104-564.23-00	Medical Insurance	21,232	19,713	18,411	27,190	37,222
117-1104-564.23-02	Medical Insurance	603	603	664	690	646
117-1104-564.24-00	Worker's Compensation	682	198	148	1,056	172
117-1104-564.31-00	Public Assistance/Professional Services	78	194	-	-	-
117-1104-564.34-00	Other Contractual Services	13,345	-	-	-	-
117-1104-564.40-00	Travel & Per Diem	99	57	876	800	-
117-1104-564.41-00	Communications Services	851	870	922	900	900
117-1104-564.42-00	Postage & Transportation	892	840	235	900	900
117-1104-564.46-00	Repairs & Maintenance Services	2,200	2,695	2,500	2,500	3,000
117-1104-564.47-00	Printing & Binding	442	426	568	800	800
117-1104-564.51-00	Office Supplies	779	1,370	1,347	1,500	2,000
117-1104-564.52-00	Operating Supplies	844	96	-	800	800
117-1104-564.54-01	Books/Pubs/Subsc/Memb - Prof Dues	-	-	372	-	-
117-1104-564.54-02	Books/Pubs/Subscrs/Membs	500	-	-	-	-
117-1104-564.86-00	Benefits for LIHEAP	736,996	945,329	566,668	671,492	715,257
Total Low Income Home Energy Assistance Expenditures		\$ 923,688	\$ 1,116,587	\$ 740,584	\$ 873,500	\$ 914,319

Local Option Gas Tax Fund

Revenue and Expenditures

Account	Description	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2018 Final Budget
Revenues						
131-0000-312.41-00	Local Option Gas Tax	1,082,037	1,124,378	1,162,428	1,185,881	1,208,965
131-0000-344.90-00	Transportation Revenue Other	-	64,916	66,864	-	-
131-0000-361.10-00	Interest	8,258	10,818	12,193	13,400	11,000
131-0000-361.30-00	Interest-Unrealized Gain (Loss)	533	2,140	(187)	-	-
131-0000-361.40-00	Interest - Realized Gain (Loss)	(4,051)	(4,266)	(1,316)	-	-
131-0000-389.98-00	Use of Fund Balance	-	-	-	-	-
Total Local Option Gas Tax Revenues		\$ 1,086,777	\$ 1,197,986	\$ 1,239,982	\$ 1,199,281	\$ 1,219,965
Expenditures						
131-4047-541.34-00	Other Contractual Service	115,334	124,703	142,905	124,078	135,000
131-4047-541.43-00	Utility Services	379,276	392,439	380,446	380,000	400,000
131-4047-541.46-00	Repair & Maintenance Services	480	319	-	-	-
131-4047-541.46-08	Repair & Maintenance Services	-	-	503,141	-	-
131-4047-541.49-00	Other Charges/Obligations	1,481	1,830	23	-	-
131-4047-541.52-00	Operating Supplies	-	-	895	-	-
131-4047-541.53-00	Road Materials & Supplies	68,885	92,062	80,584	97,250	105,250
131-4047-541.63-00	Improve Other Than Building	213,271	327,482	620,356	466,672	579,715
131-7979-590.99-90	Addition to Reserves	-	-	-	131,281	-
Total Local Option Gas Tax Expenditures		\$ 778,727	\$ 938,835	\$ 1,728,350	\$ 1,199,281	\$ 1,219,965

Impact Fee Funds

Revenue and Expenditures

Account	Description	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2018 Final Budget
Recreation Revenues						
132-0000-324.61-00	Impact Fees/Residential	52,752	62,126	78,491	43,830	50,000
132-0000-334.70-04	State Grants	-	-	17,913	-	-
132-0000-361.10-00	Interest	9,404	11,024	12,284	11,400	11,400
132-0000-361.30-00	Interest-Unrealized Gain (Loss)	719	1,920	(1,214)	-	-
132-0000-361.40-00	Interest - Realized Gain (Loss)	(4,624)	(4,343)	(1,149)	-	-
132-0000-366.00-00	Donations	-	-	20,320	-	-
132-0000-389.98-00	Use of Fund Balance	-	-	-	-	-
Total Recreation Revenues		\$ 58,251	\$ 70,727	\$ 126,645	\$ 55,230	\$ 61,400
Recreation Expenditures						
132-4048-572.63-00	Improve Other Than Building	42,601	108,196	348,652	-	-
132-5501-572.52-00	Operating Supplies	-	-	-	-	22,085
132-5501-572.64-00	Machinery & Equipment	-	-	-	-	8,240
132-7979-590.49-00	Other Charges/Obligations	1,687	1,870	1,528	-	-
132-7979-581.91-22	Transfers	3,592	10,000	76,435	-	-
132-7979-581.91-28	Transfers	-	-	83,641	-	-
132-7979-590.99-90	Additions to Reserves	-	-	-	55,230	31,075
Total Recreation Expenditures		\$ 47,880	\$ 120,066	\$ 510,256	\$ 55,230	\$ 61,400
Fire Revenues						
133-0000-324.11-00	Impact Fees/Residential	29,682	26,237	25,426	6,410	28,000
133-0000-324.12-00	Impact Fees/Commercial	32,030	31,346	40,482	19,484	47,000
133-0000-361.10-00	Interest	4,324	3,887	6,167	6,400	6,400
133-0000-361.30-00	Interest-Unrealized Gain (Loss)	352	864	(427)	-	-
133-0000-361.40-00	Interest - Realized Gain (Loss)	(2,092)	(1,699)	(450)	-	-
133-0000-389.98-00	Use of Fund Balance	-	-	-	1,206	-
Total Fire Revenues		\$ 64,296	\$ 60,635	\$ 71,198	\$ 33,500	\$ 81,400
Fire Expenditures						
133-3001-522.52-00	Operating Supplies	29,612	-	18,781	-	-
133-7979-590.49-00	Other Charges/Obligations	775	730	1,439	-	-
133-3001-522.64-00	Machinery & Equipment	33,613	87,581	57,596	21,500	41,000
133-7979-581.91-20	Transfer to Debt Service Fund	81,677	72,126	-	-	-
133-7979-581.91-28	Transfers	-	-	-	12,000	-
133-7979-590.99-90	Addition to Reserves	-	-	-	-	40,400
Total Fire Expenditures		\$ 145,677	\$ 160,437	\$ 77,816	\$ 33,500	\$ 81,400

Impact Fee Funds

Revenue and Expenditures

Account	Description	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2018 Final Budget
Police Revenues						
134-0000-324.11-00	Impact Fees/Residential	30,530	26,977	26,883	7,819	30,000
134-0000-324.12-00	Impact Fees/Commercial	55,866	56,584	56,596	19,273	76,000
134-0000-331.29-09	BJA Grant	1,652	-	-	-	-
134-0000-361.10-00	Interest	2,748	(176)	3,226	5,120	3,000
134-0000-361.30-00	Interest-Unrealized Gain (Loss)	426	207	(130)	-	-
134-0000-361.40-00	Interest - Realized Gain (Loss)	(1,256)	(339)	(76)	-	-
134-0000-364.41-00	Disposition-Fixed Assets/Surplus Furn	-	4,835	2,095	-	-
134-0000-389.98-00	Use of Fund Balance	-	-	-	13,763	-
Total Police Revenues		\$ 89,966	\$ 88,088	\$ 88,594	\$ 45,975	\$ 109,000
Police Expenditures						
134-2020-521.52-00	Operating Supplies	309,581	26,521	82,986	20,475	11,000
134-2020-521.64-00	Machinery & Equipment	39,555	36,914	39,658	25,500	74,500
134-7979-581.91-20	Transfer to Debt Service Fund	261,572	86,126	-	-	-
134-7979-590.49-00	Other Charges/Obligations	495	146	645	-	-
134-7979-590.99-90	Addition to Reserves	-	-	-	-	23,500
Total Police Expenditures		\$ 611,203	\$ 149,707	\$ 123,289	\$ 45,975	\$ 109,000

Building Inspection Fund

Revenue and Expenditures

Account	Description	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2018 Final Budget
Revenues						
130-0000-361.10-00	Interest	81	106	82	85	70
130-0000-361.30-00	Interest	7	19	(9)	-	-
130-0000-361.40-00	Interest	(40)	(39)	(10)	-	-
130-0000-369.90-05	Misc Rev	2,320	2,579	1,467	2,500	1,800
135-0000-322.01-00	Build Inspection Permit	261,407	463,701	609,135	470,000	650,000
135-0000-322.02-00	Plumbing Inspect Permit	21,404	22,532	27,295	18,800	28,000
135-0000-322.03-00	Electric Inspect Permit	47,654	40,743	40,091	35,400	42,000
135-0000-322.04-00	Mechanical Inspect Permit	45,775	57,045	59,639	57,139	62,000
135-0000-322.06-00	Application Fees	212,858	262,169	307,470	296,756	312,000
135-0000-322.07-00	Contractor Registration	10,580	10,385	7,175	9,570	7,000
135-0000-329.01-00	Other License & Miscellaneous	18,173	23,510	21,714	24,425	22,000
135-0000-329.01-01	Other License & Miscellaneous	10,160	16,615	19,240	20,047	23,570
135-0000-329.01-02	Other License & Miscellaneous	615	185	-	150	150
135-0000-361.10-00	Interest	12,936	13,689	16,196	14,400	14,000
135-0000-361.30-00	Interest	1,071	2,274	(1,712)	-	-
135-0000-361.40-00	Interest	(6,355)	(5,052)	(1,466)	-	-
135-0000-369.41-00	Reim Claims & Exp	27,179	32,016	33,960	-	-
135-0000-369.90-00	Misc Rev	-	31	-	-	-
130-0000-389.98-00	Use of Fund Balance	-	-	-	10,773	8,110
135-0000-389.98-00	Use of Fund Balance	-	-	-	30,018	-
Total Fire - Building Inspection Revenues		\$ 665,825	\$ 942,508	\$ 1,140,267	\$ 990,063	\$ 1,170,700

Building Inspection Fund

Revenue and Expenditures

Account	Description	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2018 Final Budget
Expenditures						
130-3004-524.40-00	Travel & Per Diem	-	163	3,350	3,100	3,100
130-3004-524.49-00	Other Charges/Obligations	16	17	-	20	20
130-3004-524.54-01	Books/Pubs/Subscrs/Membs	35	810	978	855	1,060
130-3004-524.54-02	Books/Pubs/Subscrs/Membs	-	3,692	2,945	8,383	5,300
130-3004-524.54-03	Books/Pubs/Subscrs/Membs	-	2,031	-	1,000	500
135-3004-524.12-00	Regular Salaries & Wages	521,241	553,574	558,326	581,547	603,578
135-3004-524.12-02	Regular Salaries & Wages	12,798	4,019	5,808	5,601	6,201
135-3004-524.12-06	Regular Salaries & Wages	1,485	1,200	1,393	1,200	2,340
135-3004-524.14-00	Overtime	808	558	571	-	-
135-3004-524.15-00	Special Pay	862	862	827	726	726
135-3004-524.21-00	FICA/Medicare Taxes	39,918	41,506	41,815	45,184	47,008
135-3004-524.22-01	Retirement Contributions	33,353	36,322	37,026	40,918	42,108
135-3004-524.23-00	Medical Insurance	49,905	60,526	68,809	76,065	96,775
135-3004-524.23-02	Medical Insurance	2,199	2,796	3,193	2,955	3,071
135-3004-524.24-00	Worker's Compensation	6,206	6,143	6,220	6,285	172
135-3004-524.31-00	Professional Services	349	388	7,999	3,000	3,000
135-3004-524.34-00	Other Contractual Service	9,874	-	-	20,000	80,000
135-3004-524.34-12	Other Contractual Service	82,233	76,680	75,693	75,693	94,648
135-3004-524.40-00	Travel & Per Diem	1,185	8	-	-	-
135-3004-524.41-00	Communications Services	7,871	7,493	6,822	7,036	7,166
135-3004-524.42-00	Postage & Transportation	358	2,684	641	2,700	-
135-3004-524.44-00	Rentals & Leases	5,240	4,763	4,429	15,913	15,913
135-3004-524.45-01	Insurance	1,588	1,698	2,623	3,212	4,597
135-3004-524.45-02	Insurance	1,422	1,426	1,917	2,070	2,429
135-3004-524.46-00	Repair & Maintenance Services	37,466	15,036	15,979	19,240	32,440
135-3004-524.47-00	Printing & Binding	1,444	515	1,911	1,350	2,360
135-3004-524.48-00	Promotional	-	-	-	-	300
135-3004-524.49-00	Other Charges/Obligations	10,275	11,973	10,319	11,100	7,700
135-3004-524.51-00	Office Supplies	2,529	1,592	1,591	2,500	2,500
135-3004-524.52-00	Operating Supplies	14,616	3,916	16,084	13,600	13,500
135-3004-524.52-01	Operating Supplies	13,304	10,679	8,897	12,310	12,556
135-3004-524.52-05	Operating Supplies	1,523	1,834	1,177	2,500	2,500
135-3004-524.54-01	Books/Pubs/Subscrs/Membs	1,474	847	-	-	-
135-3004-524.54-02	Books/Pubs/Subscrs/Membs	2,608	5	146	-	-
135-3004-524.54-03	Books/Pubs/Subscrs/Membs	861	2,950	-	-	4,400
135-3004-524.64-00	Machinery & Equipment	40,394	46,630	-	24,000	57,000
135-7979-590.99-90	Addition to Reserves	-	-	-	-	15,732
Total Fire - Building Inspection Expenditures		\$ 905,440	\$ 905,336	\$ 887,489	\$ 990,063	\$ 1,170,700

3rd Generation Fund

Revenue and Expenditures

Account	Description	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2018 Final Budget
Revenues						
138-0000-312.63-00	3rd Generation Sales Tax	-	2,083,115	3,280,177	3,261,737	3,375,800
138-0000-361.10-00	Interest	-	5,396	32,179	17,000	30,000
138-0000-361.30-00	Interest-Unrealized Gain (Loss)	-	(574)	2,239	-	-
138-0000-361.40-00	Interest - Realized Gain (Loss)	-	(526)	(5,720)	-	-
138-0000-389.98-00	Use of Fund Balance	-	-	-	621,263	-
Total Streets - 3rd Generation Sales Tax Revenues		\$ -	\$ 2,087,411	\$ 3,308,875	\$ 3,900,000	\$ 3,405,800
Expenditures						
138-4047-541.46-08	Repairs & Maint	-	-	51,212	-	-
138-4047-541.49-00	Other Charges/Obligations	-	-	4,425	-	-
138-4047-541.63-86	Sidewalks	-	-	8,425	400,000	400,000
138-4047-541.63-90	Improve Other Than Building	-	-	135,983	3,500,000	2,600,000
138-9999-591.99-90	Addition to Reserves	-	-	-	-	405,800
Total Streets - 3rd Generation Sales Tax Expenditures		\$ -	\$ -	\$ 200,045	\$ 3,900,000	\$ 3,405,800

Cemetery Fund

Revenue and Expenditures

Account	Description	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2018 Final Budget
Revenues						
630-0000-343.80-01	Cemetery Fees	26,450	27,550	27,750	27,343	27,750
630-0000-361.10-00	Interest	2,224	1,790	4,534	5,000	5,000
630-0000-361.30-00	Interest - Unrealized	169	422	(265)	-	-
630-0000-361.40-00	Interest - Realized	(1,086)	(969)	(282)	-	-
630-0000-364.10-00	Disposition of Assets	33,750	35,350	35,050	34,000	35,050
630-0000-389.98-00	Use of Fund Balance	-	-	-	58,844	47,403
Total Cemetery Revenues		\$ 61,507	\$ 64,143	\$ 66,787	\$ 125,187	\$ 115,203
Expenditures						
630-4048-572.31-00	Professional Services	-	1,211	5,520	-	-
630-4048-572.43-00	Utility Services	4,354	7,408	6,302	11,431	11,431
630-4048-572.45-01	Insurance	388	414	699	806	822
630-4048-572.46-00	Repair & Maintenance Services	76,703	67,552	68,007	112,950	102,950
630-4048-572.49-00	Other Charges/Obligations	399	418	679	-	-
630-4048-572.52-00	OPERATING SUPPLIES	732	-	51	-	-
630-9999-591.99-90	Addition to Reserves	-	-	-	-	-
Total Cemetery Expenditures		\$ 82,576	\$ 77,003	\$ 81,258	\$ 125,187	\$ 115,203

SANFORD
FLORIDA
—1877—

COMPONENT AND DEBT SERVICE FUNDS

❖ COMPONENT AND DEBT SERVICE FUNDS SCHEDULE

❖ CRA DOWNTOWN FUND

❖ DEBT SERVICE FUND

❖ LONG TERM DEBT

❖ CAPITAL LEASES

❖ RATIOS OF OUTSTANDING DEBT

❖ PLEDGE REVENUE COVERAGE



SANFORD
FLORIDA
—1877—

Component and Debt Service Funds

Revenue and Expenditures

	<i>Component Fund</i>	<i>Debt Service</i>
	<i>CRA</i>	<i>General and</i>
	<i>Downtown</i>	<i>Public Safety</i>
<i>Use of Fund Balance</i>	\$ 325,475	\$ -
 <i>Revenues</i>		
Taxes		
Property (Ad Valorem)	\$ 757,745	\$ -
Intergovernmental	504,344	-
Other Revenues	18,000	-
<i>Total Revenues</i>	1,280,089	-
Transfers In	-	1,699,532
Debt Proceeds	-	-
<i>Total Revenues and Other Sources</i>	1,280,089	1,699,532
Total Revenues, Transfers, and Balances	\$ 1,605,564	\$ 1,699,532
 <i>Expenditures</i>		
General Government	\$ -	\$ -
Public Safety	-	1,699,532
Physical Environment	-	-
Transportation	-	-
Economic Environment	880,037	-
Human Services	-	-
Culture and Recreation	-	-
<i>Total Expenditures</i>	880,037	1,699,532
Transfers Out	725,527	-
Other Uses	-	-
<i>Total Expenditures and Other Uses</i>	1,605,564	1,699,532
<i>Additions to Reserves (Fund Balance)</i>	-	-
Total Appropriations and Reserves	\$ 1,605,564	\$ 1,699,532

CRA Downtown Fund

Revenue and Expenditures

	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2018 Final Budget
CRA - Downtown					
Tax Increment Proceeds	1,103,960	951,381	1,140,955	1,225,852	1,262,089
Interest	8,386	5,165	17,688	12,337	18,000
Use of Fund Balance	-	-	-	308,824	325,475
Total Revenues	1,112,346	956,546	1,158,643	1,547,013	1,605,564
Salary	67,057	63,473	62,054	169,123	220,068
Benefits	23,115	22,394	23,700	17,687	93,683
Operating	100,042	201,758	261,269	521,832	349,211
Supplies	10,925	10,314	2,431	2,250	2,075
Capital	2,059,784	(28,651)	11,844	416,121	-
Debt Service	230,397	232,811	-	-	-
Grants and Aids	122,063	207,206	201,804	420,000	215,000
Other	10,000	-	-	-	725,527
Total	2,623,383	709,305	563,102	1,547,013	1,605,564

CRA Downtown Fund

Revenue and Expenditures

Account	Description	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2018 Final Budget
Revenues						
156-0000-311.10-00	Ad Valorem - Current	646,584	662,142	675,501	735,838	757,745
156-0000-311.20-00	Ad Valorem - Delinquent	13,469	2	1,316	-	-
156-0000-311.30-00	Ad Valorem - Sem County Portion	457,376	289,239	465,454	490,014	504,344
156-0000-319.09-00	Ad Valorem - Penalty	5	-	237	-	-
156-0000-361.10-00	Interest	13,489	7,392	17,533	12,337	18,000
156-0000-361.30-00	Interest - Unrealized Gain (Loss)	1,556	1,268	1,316	-	-
156-0000-361.40-00	Interest - Realized Gain (Loss)	(6,659)	(3,495)	(1,161)	-	-
156-0000-389.98-00	Use of Reserves	-	-	-	308,824	325,475
Total CRA - Downtown Revenues		\$1,125,820	\$ 956,548	\$1,160,196	\$1,547,013	\$1,605,564
Expenditures						
156-0108-552.12-00	Regular Salaries & Wages	65,194	59,824	59,515	167,342	216,015
156-0108-552.12-02	Regular Salaries & Wages	1	-	-	18	2,338
156-0108-552.12-06	Regular Salaries & Wages	27	-	-	36	36
156-0108-552.14-00	Overtime	1,835	3,649	2,539	1,727	1,679
156-0108-552.21-00	FICA/Medicare Taxes	4,991	4,862	4,781	3,136	13,028
156-0108-552.22-01	Retirement Contributions	7,058	7,180	6,537	3,096	11,892
156-0108-552.22-06	Retirement Contributions	-	-	-	-	33,556
156-0108-552.23-00	Medical Insurance	9,277	8,524	10,289	9,306	31,495
156-0108-552.23-02	Life Insurance	284	300	341	197	556
156-0108-552.24-00	Worker's Compensation	1,505	1,528	1,752	1,952	3,156
156-0108-552.31-00	Professional Services	8,293	27,706	29,006	101,000	35,330
156-0108-552.34-00	Other Contractual Services	58,293	118,115	148,805	313,500	214,290
156-0108-552.40-00	Travel & Per Diem	-	212	897	500	505
156-0108-552.41-07	Communication	-	-	-	5,680	-
156-0108-552.42-00	Postage & Transportation	54	15	-	300	303
156-0108-552.45-01	Insurance	-	-	-	-	5,753
156-0108-552.46-00	Repair & Maintenance Services	-	-	9,521	-	-
156-0108-552.47-00	Printing & Binding	-	57	-	200	202
156-0108-552.48-00	Promotional Activities	30,798	53,862	71,859	60,000	75,000
156-0108-552.49-00	Other Charges/Obligations	2,604	1,791	1,181	3,000	3,030
156-0108-552.52-00	Operating Supplies	9,810	9,119	1,686	33,652	10,000
156-0108-552.54-01	Books/Pubs/Subscrs/Membs	-	745	745	1,500	2,075
156-0108-552.54-02	Books/Pubs/Subscrs/Membs	1,115	450	-	750	-
156-0108-552.55-00	Training	-	-	-	4,000	4,798
156-0108-552.63-00	Improve Other Than Building	2,059,784	(28,651)	11,844	416,121	-
156-0108-552.71-00	Debt Service - Principal	215,000	225,000	-	-	-
156-0108-552.72-00	Debt Service - Interests	15,397	7,811	-	-	-
156-0108-552.81-00	Grants and Aids	122,063	207,206	201,804	420,000	215,000
156-7979-581.91-01	Transfers	10,000	-	-	-	725,527
156-9999-591.99-90	Addition to Reserves	-	-	-	-	-
Total CRA - Downtown Expenditures		\$2,623,383	\$ 709,305	\$ 563,102	\$1,547,013	\$1,605,564

Debt Service Fund

Revenue and Expenditures

Account	Description	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2018 Final Budget
Revenues						
201-0000-361.10-00	Interest	3,863	6,074	10,396	-	-
201-0000-361.30-00	Interest - Unrealized	(5)	576	747	-	-
201-0000-361.40-00	Interest - Realized	(2,126)	(2,230)	(969)	-	-
201-0000-381.01-04	Transfers - General Fund	1,425,537	1,672,106	1,846,370	1,831,310	1,699,532
201-0000-381.01-05	Transfers	343,249	158,252	-	-	-
201-0000-389.98-00	Use of Fund Balance	-	-	-	-	-
Total Debt Service Revenue		\$1,770,518	\$1,834,778	\$1,856,544	\$1,831,310	\$1,699,532
Expenditures						
201-2020-521.71-01	Police Vehicle Lease	341,852	408,951	613,243	596,609	521,446
201-2020-521.72-01	Police Vehicle Lease	12,113	12,498	18,506	15,303	11,961
201-3001-522.71-30	Fire Ladder Lease	170,552	143,219	51,288	51,991	-
201-3001-522.72-30	Fire Ladder Lease	7,047	3,089	1,148	444	-
201-7979-517.71-15	2008/2012 Revenue Bonds	720,000	745,000	770,000	795,000	820,000
201-7979-517.72-15	2008/2012 Revenue Bonds Int	444,600	421,200	396,988	371,963	346,125
201-7979-590.49-00	Other Charges/Obligations	696	993	1,300	-	-
Total Debt Service Expenditures		\$1,696,860	\$1,734,950	\$1,852,473	\$1,831,310	\$1,699,532

Long Term Debt

Governmental Activities Special Facilities Revenue Note

On April 2, 2012, the City issued \$15,050,000 of Sales Tax Refunding Revenue Note, Series 2012 for the purpose of refunding all of the City’s outstanding Sales Tax Revenue Note, Series 2008, which were issued for the construction of a public safety complex to include a fire, police, and Emergency Operations Center (EOC). The note bears interest at 3.25%, payable semiannually on April 1 and October 1. Principal payments are due and payable on October 1 of each fiscal year beginning October 1, 2012 through October 1, 2028. The refunding was undertaken to reduce the total debt service payments over the remaining life of the 2008 note (15 years at the time of refunding) by \$1,870,189 and resulted in an economic gain of \$1,212,878. The Sales Tax Refunding Revenue Note will mature as follows:

Fiscal Year Ending September 30,	Sales Tax Revenue Note, Series 2012		Total Debt Service
	Principal	Interest	
2017	\$ 795,000	\$ 371,963	\$ 1,166,963
2018	820,000	346,125	1,166,125
2019	850,000	319,475	1,169,475
2020	875,000	291,849	1,166,849
2021	905,000	263,412	1,168,412
2022-2026	4,975,000	857,024	5,832,024
2027-2028	2,225,000	109,038	2,334,038
	\$ 11,445,000	\$ 2,558,886	\$ 14,003,886

Long Term Debt

Water and Sewer Fund Revenue Bonds and Notes

On April 28, 2010, the City issued a Water and Sewer Revenue Note, Series 2010, in the amount of \$14,720,000 for the purpose of refunding all of the City's outstanding Water and Sewer Revenue Bonds, Series 1993, to finance \$1,000,000 in capital improvements to the system, and to pay for financing costs of the issuance of the Series 2010 Note. The note bears interest at 3.87%, payable semiannually on April 1 and October 1. Principal payments are due and payable on October 1 of each fiscal year beginning October 1, 2015 through October 1, 2022.

On September 25, 2003, the City issued Water and Sewer Refunding Revenue Bonds, Series 2003, in the amount of \$12,450,000 for the purpose of refunding all of the City's outstanding Water and Sewer Revenue Bonds, Series 1992, and a portion of the City's outstanding Water and Sewer Revenue Bonds, Series 1993, and financing costs of issuance of the Series 2003 Bonds. The bonds bear interest of 2.00-4.00%, payable semiannually on April 1 and October 1. The final principal payment is payable on October 1, 2014.

- (1) Pledge of Revenues - The Series 2003 and 2010 Bonds are payable solely from and collateralized by, the net revenues derived from the:
 - a. Operations of the System.
 - b. Water and Sewer System Development Charges - The growth fees and charges levied upon, and collected from, property owners when they first connect to the Water and Sewer System and until released, as provided for in the bond resolution.
- (2) Establishment of Various Accounts - The Water and Sewer Bond Resolution provides for the creation and establishment of the following funds and accounts:
 - a. Revenue Account - To deposit all gross revenues and provide for payment of costs of operation and maintenance of the System.
 - b. Bond Sinking Fund:
 - Interest Account - To deposit monthly from the Revenue Account one-sixth (1/6) of all interest coming due on the next interest payment date.

Long Term Debt

- Principal Account - To deposit monthly from the Revenue Account one-twelfth (1/12) of the principal amount, which will become due on such annual maturity date.

c. Renewal, Replacement and Improvement Account - To deposit monthly from the Revenue Account an amount equal to one-twelfth (1/12) of five percent (5%) of the gross revenues received during the immediately preceding fiscal year until the amount on deposit equals or exceeds \$200,000.

(3) Rate Covenants - The City has covenanted that it will collect rates and charges sufficient to cover either of two debt service coverage options. One debt service coverage option is for revenues, including all earnings and connection fees, to cover the costs of operation and maintenance, exclusive of depreciation, plus 110% of the bond service requirement. The second option is to achieve 105% of the bond debt service requirement, under the prior calculation, plus have sufficient revenues and water and sewer development charges to achieve 120% of the bond debt service requirement.

(4) Water and Sewer Fund Bonds Issued and Annual Debt Service Requirements - The following is a schedule of annual debt service requirements to maturity for the Water and Sewer Fund Bonds and Notes at September 30, 2016:

Fiscal Year Ending September 30,	Note, Series 2010		Total
	Principal	Interest	Debt Service
2017	\$ 1,885,000	\$ 432,086	\$ 2,317,086
2018	1,955,000	359,136	2,314,136
2019	2,030,000	283,478	2,313,478
2020	2,105,000	204,916	2,309,916
2021	2,185,000	123,452	2,308,452
2022	1,005,000	38,893	1,043,893
	\$ 11,165,000	\$ 1,441,961	\$ 12,606,961

Long Term Debt

Bonds, Notes and Loans Payable

The City has revenue bonds and notes outstanding at September 30, 2016. The revenue notes and bonds under governmental activities are secured by several pledged revenue sources. The following is a summary schedule of these long-term obligations of the City and their impact on those present and future pledged revenue sources:

	Purpose of Issue	Revenue Pledged	Amount Issued
Governmental Activities			
Revenue Notes:			
Sales Tax Note, Series 2012 Public Safety		Sales tax revenues	\$ 15,050,000
Complex Capital Leases:			
TD Equipment Finance, In	Fire truck	N/A	582,482
TD Equipment Finance, In	Police vehicles	N/A	540,000
U.S. Bancorp	Fire truck	N/A	203,781
Mears Motor Leasing	Police vehicles	N/A	451,810
U.S. Bancorp	Police vehicles	N/A	519,235
U.S. Bancorp	Police vehicles	N/A	530,500
U.S. Bancorp	Police vehicles	N/A	551,292
Total Governmental Activities:			<u>\$ 18,429,100</u>
Business-type Activities			
Water/Sewer Utility Debt:			
Revenue Bonds:			
Revenue Note:			
Series 2010	Refunding	Net revenue of water and sewer system/ water and sewer development charges	14,720,000
State Revolving Fund Loans:			
CS120586220	Wastewater pollution control	Net revenues of water and sewer system	7,403,173
WW586250	Sanford south water resource	Net revenues of water and sewer system	19,367,124
DW5906010	Drinking water system	Net revenues of water and sewer system	6,599,510
WW590100	Sewer Restoration of underground	Net revenues of water and sewer system	2,622,385
WW590101	Sewer Restoration of underground	Net revenues of water and sewer system	205,020
DW590110	Drinking water system	Net revenues of water and sewer system	455,247
DW590120	AMR Water Replacement and pre-	Net revenues of water and sewer system	13,433,578
WW590130	Water Treatment facility	Net revenues of water and sewer system	981,185
WW590131	Biological nutrient removal	Net revenues of water and sewer system	14,239,635
Total Water/Sewer Utility Debt			<u>80,026,857</u>
Stormwater Utility Debt:			
State Revolving Fund Loans:			
SWG12058624P	Stormwater management	Net revenue of the stormwater system	4,623,557
SW586260	Stormwater management	Net revenue of the stormwater system	2,612,309
SW586261	Stormwater management	Net revenue of the stormwater system	452,818
SW590140	Stormwater management	Net revenue of the stormwater system	236,491
Total Stormwater Utility Debt			<u>7,925,175</u>
Total Business-type Activities:			<u>\$ 87,952,032</u>

Long Term Debt

Bonds, Notes and Loans Payable

	Amount O/S and/or Pledged	Interest Rate	Debt Service as Portion of Revenue Pledged	Total Debt Service Paid	Annual Pledged Revenues
Governmental Activities					
Revenue Notes:					
Sales Tax Note, Series 2012	\$11,445,000	3.25%	22882.12%	\$1,166,988	\$ 5,100
Capital Leases:					
TD Equipment Finance, Inc.	-	2.68%	N/A	1,148	N/A
TD Equipment Finance, Inc.	-	1.45%	N/A	104,021	N/A
U.S. Bancorp Government	51,991	1.365%	N/A	51,288	N/A
Mears Motor Leasing	57,575	1.295%	N/A	115,711	N/A
U.S. Bancorp Government	164,474	1.2%	N/A	132,745	N/A
U.S. Bancorp Government	368,387	1.169%	N/A	137,234	N/A
U.S. Bancorp Government	415,111	1.619%	N/A	142,038	N/A
Total Governmental Activities:	\$12,502,538			\$1,851,173	
Business-type Activities					
Water/Sewer Utility Debt:					
Revenue Bonds:					
Revenue Note:					
Series 2010	11,165,000	3.87%	21.88%	2,311,945	10,564,161
State Revolving Fund Loans:					
CS120586220	1,730,503	3.34% - 3.55%	3.07%	298,384	9,731,081
WW586250	11,200,210	2.42% - 2.48%	12.49%	1,215,000	9,731,081
DW5906010	2,497,643	3.55%	4.46%	433,675	9,731,081
WW590100	2,028,618	2.65%	1.74%	169,415	9,731,081
WW590101	157,328	2.28%	0.13%	12,804	9,731,081
DW590110	355,183	2.71%	0.31%	29,786	9,731,081
DW590120	10,667,832	1.98% - 2.66%	9.02%	877,642	9,731,081
WW590130	981,185	2.63% - 2.87%	0.00%	-	9,731,081
WW590131	14,239,635	2.16%	0.00%	-	9,731,081
Total Water/Sewer Utility Debt	55,023,137			5,348,651	
Stormwater Utility Debt:					
State Revolving Fund Loans:					
SWG12058624P	2,877,042	2.52% - 2.90%	9.03%	304,577	3,374,365
SW586260	2,028,574	2.80%	5.07%	171,182	3,374,365
SW586261	355,793	2.28%	0.83%	28,140	3,374,365
SW590140	236,491	2.63%	0.00%	-	3,374,365
Total Stormwater Utility Debt	5,497,900			503,899	
Total Business-type Activities:	\$60,521,037			\$5,852,550	

Long Term Debt

Enterprise Funds – Loans Payable

Enterprise Funds loans payable at September 30, 2016 are as follows:

Primary Government: Stormwater:

State Revolving Fund Loan SWG12058624P payable, \$4,623,557 authorized, \$4,623,557 drawn for planning and design for downtown drainage study, payable in 40 equal semiannual installments, including interest at 2.9% on \$899,354, 2.81% on \$2,199,972, and 2.52% on \$1,524,231, on July 15 and January 15 of each year.

State Revolving Fund Loan SW586260 payable, \$2,612,309 authorized, \$2,612,309 drawn for planning and design for downtown drainage, payable in 40 equal semiannual installments, including interest at 2.8%, on October 15 and April 15 of each year.

State Revolving Fund Loan SW586261 payable, \$452,818 authorized, \$452,818 drawn for planning and design for downtown drainage, payable in 40 equal semiannual installments, including interest at 2.28%, on June 15 and December 15 of each year.

State Revolving Fund Loan SW590140 payable, \$2,617,490 authorized, \$236,491 drawn for planning and design for drainage, payable in 40 equal semiannual installments, including interest at 2.63%, on February 15 and August 15 of each year.

State Revolving Fund Loan SWG12058624P	\$	2,877,042
State Revolving Fund Loan SW586260		2,028,574
State Revolving Fund Loan SW586261		355,793
State Revolving Fund Loan SW590140		236,491
Subtotal Stormwater		<u>5,497,900</u>

Long Term Debt

Enterprise Funds – Loans Payable

Primary Government: Water and Sewer:

State Revolving Fund Loan CS120586220 payable, \$7,403,173 authorized, \$7,403,173 drawn for collection, transmission and treatment facilities, payable in 40 equal semiannual installments, including interest at 1.67%, on October 15 and April 15 of each year.

State Revolving Fund Loan WW586250 payable, \$19,367,124 authorized, \$19,367,124 drawn for construction of wastewater pollution control facilities of South Water Resource Center, payable in 40 semiannual installments, including interest at 2.42% on \$18,520,336 and 2.48% on \$982,324, on February 15 and August 15 of each year.

State Revolving Fund Loan DW5906010 payable, \$6,599,510 authorized, \$6,599,510 drawn for drinking water extension, payable in 40 equal semiannual installments, including interest at 3.55%, on December 15 and June 15 of each year.

State Revolving Fund Loan WW590100 payable, \$2,622,385 authorized, \$2,622,385 drawn for sewer restoration of underground pipe and manhole rehabilitation payable in 40 semiannual installments, including interest at 2.65% on December 15 and June 15 of each year.

State Revolving Fund Loan WW590101 payable, \$205,020 authorized, \$205,020 drawn for restoration of underground pipe and manhole rehabilitation, payable in 40 equal semiannual installments, including interest at 2.28%, on June 15 and December 15 of each year.

State Revolving Fund Loan DW590110 payable, \$456,700 authorized, \$455,247 drawn for pre-chlorinated water pipe bursting, payable in 40 equal semiannual installments, including interest at 2.71%, on March 15 and September 15 of each year.

State Revolving Fund Loan DW590120 payable, \$17,105,683 authorized, \$13,433,578 drawn for meter replacements and pre-chlorinated water pipe bursting auxiliary plant looping, payable in 40 equal semiannual installments, including interest at 1.98% to 2.66%, on February 15 and August 15 of each year.

Long Term Debt

Enterprise Funds – Loans Payable

State Revolving Fund Loan WW590130 payable, \$981,185 authorized, \$981,185 drawn for construction of wastewater transmission, collection, reuse, and treatment facilities, payable in 40 equal semiannual installments, including interest at 2.63% to 2.87%, on April 15 and October 15 of each year.

State Revolving Fund Loan WW590131 payable, \$22,662,532 authorized, \$14,239,635 drawn for construction of biological nutrient removal improvements, payable in 40 equal semiannual installments, including interest at 2.28%, on April 15 and October 15 of each year.

State Revolving Fund Loan CS120586220	\$ 1,730,503
State Revolving Fund Loan WW586250	11,200,210
State Revolving Fund Loan DW5906010	2,497,643
State Revolving Fund Loan WW590100	2,028,618
State Revolving Fund Loan WW590101	157,328
State Revolving Fund Loan DW590110	355,183
State Revolving Fund Loan DW590120	10,667,832
State Revolving Fund Loan WW590130	981,185
State Revolving Fund Loan WW590131	14,239,635
Subtotal Water and Sewer	43,858,137

Required principal and interest deposits for State Revolving Fund (SRF) loans are presented as part of restricted assets for debt service. SRF Loan payments for the first years are based upon the full loan amount available, not the monies actually drawn to date. After completion of the project, a final loan dollar amount is established and a final loan payment/amortization schedule is established. Maturity schedules for those loans which have final loan payment/amortization schedules are as follows (loans SW590140, DW590120, DW590130 and DW590131 are not closed out and do not have a final loan payment/amortization schedule at September 30, 2016):

Long Term Debt

Enterprise Funds – Loans Payable

Fiscal Year Ending September 30,	SRF SWG12058624P		
	Principal	Interest	Total
2017	\$ 227,542	\$ 77,035	\$ 304,577
2018	233,796	70,781	304,577
2019	240,223	64,354	304,577
2020	246,827	57,750	304,577
2021	253,613	50,963	304,576
2022-2026	1,376,593	146,290	1,522,883
2027	298,448	6,130	304,578
	\$ 2,877,042	\$ 473,303	\$ 3,350,345

Fiscal Year Ended September 30,	SRF Loan SW586260		
	Principal	Interest	Total
2017	\$ 115,183	\$ 55,999	\$ 171,182
2018	118,430	52,752	171,182
2019	121,770	49,412	171,182
2020	125,203	45,979	171,182
2021	128,733	42,449	171,182
2022-2026	700,203	155,707	855,910
2027-2031	719,052	51,266	770,318
	\$ 2,028,574	\$ 453,564	\$ 2,482,138

Fiscal Year Ended September 30,	SRF Loan SW586261		
	Principal	Interest	Total
2017	\$ 20,142	\$ 7,998	\$ 28,140
2018	20,604	7,536	28,140
2019	21,076	7,064	28,140
2020	21,560	6,580	28,140
2021	22,054	6,086	28,140
2022-2026	118,091	22,608	140,699
2027-2031	132,266	8,434	140,700
	\$ 355,793	\$ 66,306	\$ 422,099

Long Term Debt

Enterprise Funds – Loans Payable

Fiscal Year Ending September 30,	SRF Loan CS120586220		
	Principal	Interest	Total
2017	\$ 242,594	\$ 55,790	\$ 298,384
2018	250,764	47,620	298,384
2019	259,210	39,174	298,384
2020	267,939	30,444	298,383
2021	276,963	21,420	298,383
2022-2023	433,033	14,543	447,575
	\$ 1,730,503	\$ 208,991	\$ 1,939,494

Fiscal Year Ending September 30,	SRF Loan WW586250		
	Principal	Interest	Total
2017	\$ 948,532	\$ 266,468	\$ 1,215,000
2018	971,725	243,277	1,215,002
2019	995,483	219,518	1,215,001
2020	1,019,823	195,178	1,215,001
2021	1,044,758	170,243	1,215,001
2022-2026	5,619,684	455,318	6,075,002
2027	600,205	7,293	607,498
	\$ 11,200,210	\$ 1,557,295	\$ 12,757,505

Fiscal Year Ending September 30,	SRF Loan DW590601		
	Principal	Interest	Total
2017	\$ 348,070	\$ 85,604	\$ 433,674
2018	360,538	73,138	433,676
2019	373,449	60,226	433,675
2020	386,824	46,850	433,674
2021	400,679	32,996	433,675
2022-2023	628,083	22,428	650,511
	\$ 2,497,643	\$ 321,242	\$ 2,818,885

Long Term Debt

Enterprise Funds – Loans Payable

Fiscal Year Ended September 30,	SRF Loan WW590100		
	Principal	Interest	Total
2017	\$ 116,423	\$ 52,992	\$ 169,415
2018	119,528	49,887	169,415
2019	122,717	46,698	169,415
2020	125,990	43,425	169,415
2021	129,351	40,064	169,415
2022-2026	700,391	146,682	847,073
2027-2031	714,218	48,147	762,365
	\$ 2,028,618	\$ 427,895	\$ 2,456,513

Fiscal Year Ended September 30,	SRF Loan WW590101		
	Principal	Interest	Total
2017	\$ 9,270	\$ 3,535	\$ 12,805
2018	9,482	3,322	12,804
2019	9,699	3,105	12,804
2020	9,921	2,882	12,803
2021	10,150	2,655	12,805
2022-2026	54,343	9,674	64,017
2027-2031	54,463	3,151	57,614
	\$ 157,328	\$ 28,324	\$ 185,652

Fiscal Year Ended September 30,	SRF Loan DW590110		
	Principal	Interest	Total
2017	\$ 20,297	\$ 9,489	\$ 29,786
2018	20,851	8,935	29,786
2019	21,420	8,366	29,786
2020	22,004	7,782	29,786
2021	22,605	7,181	29,786
2022-2026	122,617	26,313	148,930
2027-2031	125,389	8,647	134,036
	\$ 355,183	\$ 76,713	\$ 431,896

Capital Leases

The City has entered into several leases detailed below that qualifies as a capital lease for accounting purposes and, therefore, has been recorded at the present value of the future minimum lease payments as of the inception date.

On June 1, 2010, the City entered into a lease agreement with a local finance company to finance the acquisition of an aerial fire pumper. The agreement has a 5-year fixed term at 2.68% and calls for quarterly payments of \$31,291. The aggregate cost and accumulated depreciation of the governmental activities machinery & equipment asset acquired through the capital lease are \$630,979 and \$390,060, respectively, as of September 30, 2016.

On July 17, 2012, the City entered into a lease agreement with a local finance company to finance the acquisition of police vehicles. The agreement has a 4-year fixed term at 1.45% and calls for quarterly payments of \$34,674. The aggregate cost and accumulated depreciation of the governmental activities machinery & equipment assets acquired through the capital lease are \$540,031 and \$432,656, respectively, as of September 30, 2016.

On June 24, 2013, the City entered into a lease agreement with a local finance company to finance the acquisition of police vehicles. The agreement has a 4-year fixed term at 1.295% and calls for quarterly payments of \$28,928. The aggregate cost and accumulated depreciation of the governmental activities machinery & equipment assets acquired through the capital lease are \$451,810, and \$285,977, respectively, as of September 30, 2016.

On August 15, 2013, the City entered into a lease agreement with a local finance company to finance the acquisition of a fire pumper truck. The agreement has a 4-year fixed term at 1.365% and calls for quarterly payments of \$13,109. The aggregate cost and accumulated depreciation of the governmental activities machinery & equipment asset acquired through the capital lease are \$435,850 and \$141,651, respectively, as of September 30, 2016.

Capital Leases

On March 17, 2014 the City entered into a lease agreement with a local finance company to finance the acquisition of police vehicles. The agreement has a 4-year fixed term at 1.2% and calls for quarterly payments of \$33,186. The aggregate cost and accumulated depreciation of the governmental activities machinery & equipment asset acquired through the capital lease are \$519,235 and \$174,161, respectively, as of September 30, 2016.

On April 27, 2015 the City entered into a lease agreement with a local finance company to finance the acquisition of police vehicles. The agreement has a 4-year fixed term at 1.619% and calls for quarterly payments of \$34,308. The aggregate cost and accumulated depreciation of the governmental activities machinery & equipment asset acquired through the capital lease are \$530,500 and \$88,471, respectively, as of September 30, 2016.

On January 1, 2016 the City entered into a lease agreement with a local finance company to finance the acquisition of police vehicles. The agreement has a 4-year fixed term at 1.619% and calls for quarterly payments of \$35,509. The aggregate cost and accumulated depreciation of the governmental activities machinery & equipment asset acquired through the capital lease are \$347,271 and \$46,442, respectively, as of September 30, 2016.

The future minimum lease obligations and the net present value of these minimum lease payments as of September 30, 2016, were as follows:

Year Ending September 30,	Governmental Activities
2017	\$ 522,308
2018	312,483
2019	244,963
Total minimum lease payments	1,079,754
Less: Amount representing interest costs	(22,216)
Present value of minimum lease payments	\$ 1,057,538

Ratios of Outstanding Debt by Type

Last Ten Fiscal Years

Fiscal Year	Governmental-type Activities				Business-type Activities			Total Primary Government	Sanford * Personal Income	Percentage of Personal Income	Per Capita
	Special Facilities Revenue Bonds	Public Safety Complex Revenue Bonds	CRA Bank Loan	Capital Leases	Utility System Revenue Notes	State Revolving Fund Loans	Stormwater System Revenue Bonds				
2007	\$1,115,000	\$ -	\$1,600,000	\$ -	\$ 21,699,236	\$ 31,505,217	\$ 1,267,539	\$ 57,186,992	\$ 2,260,796,123	2.5%	1,077
2008	1,000,000	18,000,000	1,425,000	240,065	20,828,102	32,712,870	924,058	75,130,095	2,397,121,146	3.1%	1,383
2009	-	17,410,000	1,240,000	211,371	19,921,968	30,854,659	564,805	70,202,803	2,336,529,272	3.0%	1,304
2010	-	16,795,000	1,050,000	700,502	19,107,056	33,717,701	189,126	71,559,385	2,140,111,536	3.3%	1,340
2011	-	16,155,000	855,000	518,760	18,153,995	34,110,664	-	69,793,419	2,140,245,586	3.3%	1,306
2012	-	14,375,000	650,000	836,051	16,948,428	32,719,107	-	65,528,586	2,207,000,608	3.0%	1,212
2013	-	13,680,000	440,000	1,185,616	15,788,466	33,513,261	-	64,607,343	2,272,702,597	2.8%	1,199
2014	-	12,960,000	225,000	1,192,447	14,720,000	39,807,828	-	68,905,275	2,386,109,874	2.9%	1,241
2015	-	12,215,000	-	1,170,776	12,975,000	43,601,820	-	69,962,596	2,378,761,400	2.9%	1,230
2016	-	11,445,000	-	1,057,538	11,165,000	49,356,037	-	73,023,575	2,211,604,736	3.3%	1,276

Sources: Population data from the Office of Economic and Demographic Research, Florida Population Estimates of Counties and Municipalities, Bureau of Economic Business Research (BEBR) @ the University of Florida. Personal income data the U.S. Department of Commerce Bureau of Economic Analysis.

Note: Details regarding the City's outstanding debt can be found in the notes to the financial statements. CRA bank loan and capital leases added retroactively for years 2012 and prior.

Debt limitation: There are no legal debt limits for Florida municipalities.

Pledge Revenue Coverage

Last Ten Fiscal Years

Proprietary Funds							
Water and Sewer Revenue Bonds							
Fiscal Year	Gross Revenues (1), (5)	Water System Development Charges (7)	Operating Expenses (2)	Net Available For Debt Service	Debt Service Requirements (3)		Coverage
					Principal	Interest	
2007	\$ 16,874,390	\$ 907,253	\$ 11,573,187	\$ 6,208,456	\$ 1,010,000	\$ 991,883	3.10
2008	17,105,148	906,018	13,170,977	4,840,189	1,030,000	969,158	2.42
2009	17,490,831	907,877	11,691,337	6,707,371	1,065,000	938,258	3.35
2010	19,244,661	721,961	12,093,933	7,872,689	1,095,000	924,297	3.90
2011	20,294,405	837,165	11,915,644	9,215,926	1,120,000	769,764	4.88
2012	21,108,818	927,715	12,667,718	9,368,815	1,365,000	729,164	4.47
2013	22,027,671	928,700	12,416,929	10,539,442	1,415,000	681,389	5.03
2014	22,570,956	536,916	12,509,032	10,598,840	1,470,000	624,789	5.06
2015	23,710,035	620,429	14,759,306	9,571,158	1,745,000	569,664	4.14
2016	24,522,417	833,080	14,791,336	10,564,161	1,810,000	501,945	4.57

Water and Sewer State Revolving Loans							
Fiscal Year	Gross Revenues (1)	Less: Operating Expenses (2)	Net Available For Debt Service	Debt Service Requirements (4)		Coverage	
				Principal	Interest		
2007	\$ 16,874,390	\$ 11,573,187	\$ 5,301,203	\$ 1,455,791	\$ 572,969	2.61	
2008	17,105,148	13,170,977	3,934,171	1,844,249	792,010	1.49	
2009	17,490,831	11,691,337	5,799,494	1,796,473	789,846	2.24	
2010	19,244,661	12,093,933	7,150,728	1,851,177	716,019	2.79	
2011	20,294,405	11,915,644	8,378,761	1,854,547	757,727	3.21	
2012	21,108,818	12,667,718	8,441,100	1,967,848	705,047	3.16	
2013	22,027,671	12,416,929	9,610,742	2,439,435	649,489	3.11	
2014	22,570,956	12,509,032	10,061,924	2,381,877	597,388	3.38	
2015	23,710,035	14,759,306	8,950,729	2,410,939	565,114	3.01	
2016	24,522,417	14,791,336	9,731,081	2,300,903	724,762	3.22	

Pledge Revenue Coverage

Last Ten Fiscal Years

Proprietary Funds							
Stormwater Revenue Bonds							
Fiscal Year	Stormwater Revenues	Less:	Net Available	Debt Service		Coverage	
		Operating Expenses (2)	For Debt Service	Requirements (4)			
				Principal	Interest		
2007	\$ 2,959,982	\$ 1,444,894	\$ 1,515,088	\$ 330,627	\$ 68,557	7.42	
2008	3,035,556	1,863,121	1,172,435	344,270	53,618	7.63	
2009	3,249,301	1,259,700	1,989,601	360,043	62,662	7.69	
2010	3,800,074	1,574,814	2,225,260	376,471	8,468	9.87	
2011	3,731,188	1,895,947	1,835,241	191,564	4,239	19.06	
2012	4,066,178	1,915,200	2,150,978	-	-	-	
2013	4,269,917	1,686,945	2,582,972	-	-	-	
2014	4,474,837	1,641,644	2,833,193	-	-	-	
2015	4,774,373	1,678,762	3,095,611	-	-	-	
2016	5,121,169	1,746,804	3,374,365	-	-	-	

Stormwater State Revolving Loans							
Fiscal Year	Stormwater Revenues	Less:	Net Available	Debt Service		Coverage (9)	
		Operating Expenses (2)	For Debt Service	Principal	Interest		
2007	\$ -	\$ -	\$ -	\$ -	\$ -	-	
2008	3,035,556	1,863,121	1,172,435	132,120	122,937	4.60	
2009	3,249,301	1,259,700	1,989,601	183,184	121,393	6.53	
2010	3,800,074	1,574,814	2,225,260	188,215	116,361	7.31	
2011	3,731,188	1,895,947	1,835,241	245,250	191,783	4.20	
2012	4,066,178	1,915,200	2,150,978	321,442	183,107	4.26	
2013	4,269,917	1,686,945	2,582,972	325,628	175,662	5.15	
2014	4,474,837	1,641,644	2,833,193	334,549	166,650	5.65	
2015	4,774,373	1,678,762	3,095,611	343,733	157,392	6.18	
2016	5,121,169	1,746,804	3,374,365	353,171	148,494	6.73	

Pledge Revenue Coverage

Last Ten Fiscal Years

General Government				
Sales Tax Note				
Fiscal Year	Half-Cent Sales Tax	Debt Service Requirements (4), (8)		Coverage
		Principal	Interest	
2007	\$ -	\$ -	\$ -	-
2008	3,371,680	-	286,960	11.75
2009	2,975,011	590,000	759,600	2.20
2010	2,915,832	615,000	734,702	2.16
2011	2,939,839	640,000	708,749	2.18
2012	3,098,395	670,000	585,968	2.47
2013	3,213,921	695,000	467,188	2.77
2014	3,400,139	720,000	444,600	2.92
2015	3,564,749	745,000	421,200	3.06
2016	3,714,761	770,000	396,988	3.18

Special Facilities Revenue Bonds				
Fiscal Year	Facilities Revenue	Debt Service Requirements (4)		Coverage (6)
		Principal	Interest	
2007	\$ 48,551	\$ 110,000	\$ 65,710	NA
2008	67,256	115,000	59,064	NA
2009	71,347	1,000,000	51,682	NA
2010	-	-	-	-
2011	-	-	-	-
2012	-	-	-	-
2013	-	-	-	-
2014	-	-	-	-
2015	-	-	-	-
2016	-	-	-	-

Pledge Revenue Coverage

Last Ten Fiscal Years

General Government					
CRA Note					
Fiscal Year	CRA Ad Valorem Taxes	Debt Service Requirements (4)		Coverage (6)	
		Principal	Interest		
2007	\$ 1,307,165	\$ 170,000	\$ 61,773		5.64
2008	1,378,763	175,000	55,840		5.97
2009	1,587,494	185,000	49,733		6.76
2010	1,342,653	190,000	43,276		5.76
2011	1,097,603	195,000	36,645		4.74
2012	1,014,246	205,000	29,840		4.32
2013	1,025,900	210,000	22,685		4.41
2014	1,117,433	215,000	15,397		4.85
2015	951,384	225,500	7,853		4.08
2016	-	-	-		-

- (1) Gross revenues from water and sewer charges for services, plus interest income and service charges.
- (2) Total operating expenses exclusive of depreciation, amortization of intangibles and non-recurring costs.
- (3) Includes principal and interest of revenue bonds only. Does not include debt defeasance transactions.
- (4) Includes principal and interest only.
- (5) Does not include pledged public service taxes which are allowable revenues to meet extended covenant requirements.
- (6) There is no provision in bonds for covenant coverage.
- (7) No more than 14.00% of debt service can be paid from Water System Development Charges and no more than 30.30% of debt service can be paid from Sewer System Development Charges.
- (8) FY2012 does not include current refunding.
- (9) Changes made to correct calculation of coverage ratio for FY2008-FY2011.

INTERNAL SERVICE FUNDS

❖ INTERNAL SERVICE FUNDS SCHEDULE

❖ GENERAL LIABILITY INSURANCE FUND

❖ HEALTH INSURANCE FUND



Internal Services Funds

Revenue and Expenditures

	General Insurance	Health Insurance	Total Internal Service
<i>Use of Net Assets</i>	\$ 249,827	\$ -	\$ 249,827
 <i>Revenues</i>			
Charges for Services	\$ 2,001,102	\$ 6,304,137	\$ 8,305,239
Other Revenues	45,000	236,928	281,928
<i>Total Revenues</i>	2,046,102	6,541,065	8,587,167
Transfers In	-	-	-
<i>Total Revenues and Other Sources</i>	2,046,102	6,541,065	8,587,167
Total Revenues, Transfers, and Balances	\$ 2,295,929	\$ 6,541,065	\$ 8,836,994
 <i>Expenses</i>			
Citywide Insurance Costs	\$ 2,295,929	\$ 6,541,065	\$ 8,836,994
<i>Total Expenses</i>	2,295,929	6,541,065	8,836,994
Transfers Out	-	-	-
Other Uses	-	-	-
<i>Total Expenses and Other Uses</i>	2,295,929	6,541,065	8,836,994
<i>Total Revenue Over/(Under) Expenses</i>	-	-	-
Total Appropriations and Reserves	\$ 2,295,929	\$ 6,541,065	\$ 8,836,994

General Liability Insurance Fund

Revenue and Expenditures

Account	Description	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2018 Final Budget
Revenues						
520-0000-341.20-01	Internal Service Fees	515,205	543,410	912,425	1,072,238	1,163,698
520-0000-341.20-02	Internal Service Fees	189,484	191,765	197,014	197,014	244,992
520-0000-341.20-04	Internal Service Fees	436,808	432,384	429,462	482,550	592,412
520-0000-361.10-00	Interest	29,176	29,969	41,888	45,000	45,000
520-0000-361.30-00	Interest - Unrealized Gain (Loss)	2,316	5,945	(2,866)	-	-
520-0000-361.40-00	Interest - Realized Gain (Loss)	(14,129)	(12,613)	(3,479)	-	-
520-0000-369.30-00	Reimbursement of Claims	-	24,442	-	-	-
520-0000-369.30-01	Reimbursement of Claims	23,224	-	17,105	-	-
520-0000-369.30-02	Reimbursement of Claims	62,421	-	51,665	-	-
520-0000-369.41-00	Reimbursement of Claims	-	2,329	82	-	-
520-0000-369.50-00	Reimbursement of Claims	(106,331)	155,264	43,555	-	-
520-0000-392.00-00	Extraordinary Item	339,802	-	-	-	-
520-0000-389.98-00	Use of Fund Balance	-	-	-	314,028	249,827
Total Insurance Fund Revenues		\$1,477,976	\$1,372,895	\$1,686,851	\$2,110,830	\$2,295,929
Expenditures						
520-4046-539.46-00	Repair & Maintenance Services	20,600	-	-	-	-
520-7979-590.12-00	Regular Salaries & Wages	71,170	88,785	95,918	72,850	72,850
520-7979-590.21-00	FICA/Medicare Taxes	5,445	6,792	6,971	7,150	7,150
520-7979-590.24-00	Worker's Compensation Misc Prof	(2,000)	-	-	-	-
520-7979-590.31-06	Other	715,887	388,135	602,877	469,644	304,000
520-7979-590.31-12	Worker's Compensation Misc Prof	82,147	104,597	103,799	125,961	114,179
520-7979-590.31-14	Liability Misc Professional Fees	491	-	-	-	-
520-7979-590.31-50	Professional Service/Same Year Recov	(417,515)	(497)	(313,467)	-	-
520-7979-590.45-01	Operating Liability	233,749	416,285	437,951	503,705	444,205
520-7979-590.45-02	Auto Liability	196,376	175,311	195,313	197,014	244,993
520-7979-590.45-03	Surety Bond	5,005	12,750	19,171	5,994	6,100
520-7979-590.45-04	Worker's Compensation Premium Pmt	277,272	(36,594)	719,587	100,000	253,252
520-7979-590.45-05	Property Liability	343,795	339,685	376,030	426,515	428,067
520-7979-590.45-06	AD&D	6,180	6,279	7,240	7,598	8,358
520-7979-590.45-07	Insurance/Sports Accident Policy	8,134	8,270	7,979	10,551	8,646
520-7979-590.45-08	W/C Quality Install to FDOT	20,494	18,026	19,859	21,811	215,911
520-7979-590.45-09	Stop Loss Deductible	162,681	95,433	112,559	115,474	123,815
520-7979-590.45-10	Storage Tank Liability	1,533	-	-	5,624	5,841
520-7979-590.45-11	Insurance/ General Liability TPA	21,021	17,550	17,349	242	20,464
520-7979-590.45-12	Special Events	10,936	13,689	14,180	18,197	15,598
520-7979-590.49-00	Other Charges/Obligations	5,397	25,935	4,813	2,500	2,500
520-7979-590.49-87	Safety Incentive PProgram	2,166	3,196	2,465	20,000	20,000
520-7979-581.91-01	Transfers	-	13,781	82,158	-	-
520-7979-590.99-90	Additions to Reserves	-	-	-	-	-
Total Insurance Fund Expenditures		\$1,770,964	\$1,697,408	\$2,512,752	\$2,110,830	\$2,295,929

Health Insurance Fund

Revenue and Expenditures

Account	Description	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2018 Final Budget
Revenues						
530-0000-341.20-20	Internal Services Fees - City	2,688,410	2,710,668	2,987,141	3,492,162	4,672,675
530-0000-341.20-21	Internal Service Fees - Employee	864,158	892,764	898,380	997,080	934,704
530-0000-341.20-22	Internal Service Fees - Retirees	327,829	354,021	357,238	463,712	696,758
530-0000-361.10-00	Interest	38,167	34,953	37,972	16,764	35,000
530-0000-361.30-00	Interest - Unrealized	3,232	7,960	(3,325)	-	-
530-0000-361.40-00	Interest - Realized	(18,879)	(13,801)	(3,488)	-	-
530-0000-369.01-00	Cobra Payments	6,963	3,917	21,544	4,000	12,000
530-0000-369.02-00	Retiree Payments	92,128	76,150	84,274	82,872	110,928
530-0000-369.03-00	Active Employee Leave	-	280	2,164	-	-
530-0000-369.30-00	Reimbursement of Claims	63	-	(919)	-	-
530-0000-369.41-00	Reimbursement of Claims	53,941	54,503	87,391	50,000	79,000
530-0000-369.50-00	Miscellaneous Income	69	10	18,648	-	-
530-0000-389.98-00	Use of Fund Balance	-	-	-	1,299,686	-
Total Health Insurance Revenues		\$ 4,056,081	\$ 4,121,425	\$ 4,487,020	\$ 6,406,276	\$ 6,541,065
Expenditures						
530-7905-562.31-00	Professional Services	210,515	307,173	360,483	308,230	365,671
530-7905-562.34-00	Other Contractual Services	199,820	232,281	238,263	232,208	234,698
530-7905-562.41-00	Communication Services	2,978	3,152	4,372	4,272	4,561
530-7905-562.42-00	Postage & Transportation	-	11	-	-	-
530-7905-562.43-00	Utility Services	1,525	1,603	1,898	1,680	1,985
530-7905-562.44-00	Rentals & Leases	1,875	1,956	1,696	1,875	1,875
530-7905-562.46-00	Repair & Maintenance Services	879	54	-	2,400	2,400
530-7905-562.47-00	Printing & Binding	142	130	28	200	-
530-7905-562.49-00	Other Charges/Obligations	7,654	6,908	6,914	9,824	7,945
530-7905-562.51-00	Office Supplies	146	-	-	300	-
530-7905-562.52-00	Operating Supplies	66,491	89,451	113,225	92,000	122,663
530-7905-562.64-00	Machinery & Equipment	5,265	-	-	-	-
530-7979-562.12-00	Wellness Program	29,548	8,319	12,377	30,000	22,500
530-7979-562.21-00	Wellness Program	2,208	635	957	2,500	2,500
530-7979-562.23-00	Wellness Program	-	-	121	-	-
530-7979-562.23-16	Health Reimbursement/HRA	36,191	25,345	11,432	90,000	87,600
530-7979-562.23-25	Medical Insurance/Excess Risk	476,382	571,651	692,915	788,955	900,790
530-7979-562.23-35	Medical Insurance/Copay Reimb	27,049	42,139	25,763	25,344	24,480
530-7979-562.31-00	Professional Services	1,121	575	-	1,200	2,400
530-7979-562.31-01	Professional Services	3,723,833	4,897,513	3,614,476	4,438,088	4,356,950
530-7979-562.31-50	Professional Services-Recovery	(960,629)	(755,372)	(441,089)	-	-
530-7979-562.31-96	Professional Services	274,949	277,557	278,919	299,700	324,547
530-7979-562.46-00	Repair & Maintenance Services	9,975	9,270	8,793	10,000	10,000
530-7979-562.49-00	Other Charges/Obligations	17,133	88,166	48,729	67,500	67,500
530-7979-562.52-00	Operating Supplies	1,913	-	694	-	-
530-7979-590.99-90	Addition to Reserves	-	-	-	-	-
Total Health Insurance Expenditures		\$ 4,136,963	\$ 5,808,517	\$ 4,980,966	\$ 6,406,276	\$ 6,541,065

CAPITAL PROJECTS FUNDS

❖ CAPITAL PROJECTS FUNDS SCHEDULE

❖ RECREATION CAPITAL FUND

❖ EQUIPMENT REPLACEMENT FUND



Capital Projects Fund

Revenue and Expenditures

	Capital Projects	Equipment Replacement	Recreation Capital Recovery	Capital	Total Capital Funds
Use of Fund Balance	\$ -	\$ -	\$ -	\$ -	\$ -
Revenues					
Capital Replacement Fee	\$ -	\$ -	\$ -	9,000	\$ 9,000
Other Revenues	-	494,193	-	450	494,643
Total Revenues	-	494,193	-	9,450	503,643
Transfers In	184,000	899,765	-	-	1,083,765
<i>Total Revenues and Other Sources</i>	184,000	1,393,958	-	9,450	1,587,408
Total Revenues, Transfers, and Balances	\$ 184,000	\$ 1,393,958	\$ -	\$ 9,450	\$ 1,587,408
Expenditures					
General Government	\$ -	\$ 645,088	\$ -	\$ -	\$ 645,088
Public Safety	-	601,803	-	-	601,803
Physical Environment	-	65,987	-	-	65,987
Transportation	184,000	-	-	-	184,000
Culture and Recreation	-	81,080	-	-	81,080
Total Expenditures	184,000	1,393,958	-	-	1,577,958
<i>Additions to Reserves (Fund Balance)</i>	-	-	-	9,450	9,450
Total Appropriations and Reserves	\$ 184,000	\$ 1,393,958	\$ -	\$ 9,450	\$ 1,587,408

Capital Projects Fund

Revenue and Expenditures

Account	Description	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2018 Final Budget
Revenues						
310-0000-331.15-00	Federal Grants/Dept of Interior	-	15,000	-	-	-
310-0000-331.49-02	Federal Grants/FDOT	1,335,912	2,706,317	227,753	-	-
310-0000-334.50-10	State Grants	-	-	20,000	-	-
310-0000-334.70-04	State Grants	-	-	3,256	-	-
310-0000-334.70-05	Culture/Recreation/Land & Water Consv Grant	185,368	-	-	-	-
310-0000-334.70-06	Culture/Recreation/FL Boating Improve Grant	186,540	-	-	-	-
310-0000-334.70-07	Culture/Recreation/Dept of Economic Opp	-	25,000	-	-	-
310-0000-337.30-00	Grants From Other Lcl Unit/Sem County Interlocal	862,952	731,628	918,056	-	-
310-0000-337.37-00	Grants From Other Lcl Unit/Sem County Interlocal	36,909	196,663	-	-	-
310-0000-337.70-06	Culture & Recreation/Sem Cty Boating Improv Grant	40,813	33,296	-	-	-
310-0000-361.10-00	Interest Earned/Interest Earned	(2,566)	(11,299)	7,863	-	-
310-0000-361.30-00	Interest Earned/Unrealized Gain (Loss)	219	(1,772)	3,474	-	-
310-0000-361.40-00	Interest Earned/Realized Gain (Loss)	1,437	3,645	(229)	-	-
310-0000-366.90-00	Contbtn/Donate-Private/Misc Private Sources	5,000	3,809	-	-	-
310-0000-381.14-00	Interfund Transfers/From Impact Fee Fund	3,592	10,000	160,076	-	-
310-0000-381.36-00	Interfund Group Transfers/From Capital Repl	-	205,260	-	-	-
310-0000-381.40-00	Transfers/Solid Waste	184,000	184,000	184,000	184,000	184,000
310-0000-381.60-00	Interfund Transfers/From General Fund	696,509	663,763	-	-	-
310-0000-389.98-00	Use of Fund Balance	-	-	-	-	-
Total Capital Projects Revenues		\$ 3,536,685	\$ 4,765,310	\$ 1,524,249	\$ 184,000	\$ 184,000
Expenditures						
310-0102-512.61-00	Land Acquisitions	462,039	492,562	-	-	-
310-0102-559.34-00	Other Contractural Services	-	-	60,381	-	-
310-4046-539.46-00	Repair & Maintenance Services	-	262,141	4,481	-	-
310-4047-541.31-00	Professional Services	145,957	65,145	8,253	-	-
310-4047-541.63-00	Improve Other Than Building	4,628,181	1,423,870	927,147	184,000	184,000
310-4048-572.31-00	Professional Services	-	26,510	14,181	-	-
310-4048-572.34-00	Other Contractural Services	3,069	10,000	30,000	-	-
310-4048-572.46-00	Repair & Maintenance Services	20,513	131,551	-	-	-
310-4048-572.47-00	Printing & Binding	-	883	-	-	-
310-4048-572.52-00	Operating Supplies	19,759	10,500	-	-	-
310-4048-572.63-00	Improve Other Than Building	264,483	49,214	489,187	-	-
310-4048-572.64-00	Machinery & Equipment	13,400	-	-	-	-
310-7979-590.49-00	Other Charges/Obligations	-	-	1,005	-	-
310-7979-591.99-90	Additonto Reserves	-	-	-	-	-
Total Capital Projects Expenditures		\$ 5,557,401	\$ 2,472,376	\$ 1,534,635	\$ 184,000	\$ 184,000

Recreation Capital Fund

Revenue and Expenditures

<i>Account</i>	<i>Description</i>	<i>2014 Actual</i>	<i>2015 Actual</i>	<i>2016 Actual</i>	<i>2017 Budget</i>	<i>2018 Final Budget</i>
Revenues						
340-0000-347.50-80	Capital Recovery Fee	8,394	8,804	7,870	8,776	9,000
340-0000-361.10-00	Interest	193	326	442	330	450
340-0000-361.30-00	Interest - Unrealized	13	49	(32)	-	-
340-0000-361.40-00	Interest - Realized	(96)	(120)	(41)	-	-
340-0000-389.98-00	Use of Reserves	-	-	-	-	-
Total Capital - Recreational Capital Recovery Charges		\$ 8,504	\$ 9,059	\$ 8,239	\$ 9,106	\$ 9,450
Expenditures						
340-7979-590.49-00	Other Charges/Obligations	35	51	60	-	-
340-7979-591.99-90	Addition to Reserves	-	-	-	9,106	9,450
Total Capital - Recreational Capital Recovery Expenditures		\$ 35	\$ 51	\$ 60	\$ 9,106	\$ 9,450

Equipment Replacement Fund

Revenue and Expenditures

Account	Description	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2018 Final Budget
Revenues						
360-0000-331.70-03	Urban Forestry Grant	10,000	-	-	-	-
360-0000-331.80-08	Public Safety Grant - FEMA	-	22,167	-	-	-
360-0000-334.20-24	Public Safety Grants/FDLE JAG	-	83,550	4,033	-	-
360-0000-361.10-00	Interest	11,086	31,850	39,681	-	-
360-0000-361.30-00	Interest - Unrealized	154	4,925	(2,791)	-	-
360-0000-361.40-00	Interest - Realized	(5,452)	(11,620)	(3,788)	-	-
360-0000-364.41-00	Sale of Capital Asset	20,390	16,351	169,190	16,000	16,000
360-0000-369.90-00	Miscellaneous Income	15	-	5,000	-	-
360-0000-381.15-00	Transfers	-	-	-	12,000	-
360-0000-381.60-00	Transfers - General Fund	4,199,401	1,753,395	2,300,441	1,316,145	899,765
360-0000-384.00-00	Debt Service	519,235	530,500	551,292	489,200	478,193
360-0000-389.98-00	Use of Fund Balance	-	-	-	-	-
Total Capital Replacement Revenues		\$4,754,829	\$2,431,118	\$3,063,058	\$1,833,345	\$1,393,958

Equipment Replacement Fund

Revenue and Expenditures

Account	Description	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2018 Final Budget
Expenditures						
360-0104-512.46-00	Repair & Maintenance Services	-	4,740	1,441	22,414	-
360-0104-512.52-00	Operating Supplies	-	3,000	4,969	-	-
360-0105-513.52-00	Operating Supplies	-	2,495	-	-	2,000
360-0402-513.46-00	Repair & Maintenance Services	132,655	196,037	124,770	134,453	-
360-0402-513.52-00	Operating Supplies	123,923	27,887	165,027	-	619,088
360-0402-513.64-00	Machinery & Equipment	96,335	189,963	231,544	159,181	-
360-1010-515.52-00	Operating Supplies	-	-	2,117	-	-
360-1103-519.64-00	Operating Supplies	19,028	-	-	-	24,000
360-2020-521.46-00	Repair & Maintenance Services	-	10,555	755	13,691	-
360-2020-521.49-00	Other Charges/Obligations	1,000	1,805	-	-	-
360-2020-521.52-00	Operating Supplies	51,903	57,597	234,181	4,000	-
360-2020-521.64-00	Machinery & Equipment	227,070	527,167	1,088,642	589,787	525,063
360-2031-521.52-00	Law Enforcement/OPS	-	60,400	-	-	-
360-3001-522.52-00	Operating Supplies	133,762	13,968	36,264	17,575	-
360-3001-522.62-00	Buildings	-	-	-	12,000	-
360-3001-522.64-00	Machinery & Equipment	461,715	449,873	25,012	566,478	76,740
360-3002-522.64-00	Fire Machinery & Equipment	-	31,978	-	-	-
360-4042-539.52-00	Operating Supplies	2,745	-	10,825	-	2,587
360-4042-539.63-00	Improve Other Than Building	-	-	14,142	-	-
360-4042-539.64-00	Machinery & Equipment	9,153	54,789	45,270	41,190	5,400
360-4046-539.46-00	Repair & Maintenance Services	45,379	55,687	87,171	40,000	20,000
360-4046-539.64-00	Machinery & Equipment	-	24,835	428,530	-	38,000
360-4047-541.52-00	Operating Supplies	2,158	-	-	-	-
360-4047-541.64-00	Machinery & Equipment	31,483	385,112	42,958	199,492	-
360-4048-572.46-00	Repair & Maintenance Services	14,428	7,107	26,697	-	-
360-4048-572.52-00	Operating Supplies	119,348	-	1,364	-	62,000
360-4048-572.63-00	Improve Other Than Building	-	104,919	204,619	-	-
360-4048-572.64-00	Machinery & Equipment	100,500	238,159	84,274	-	-
360-5501-572.52-00	Operating Supplies	3,636	1,199	-	-	19,080
360-5501-572.64-00	Machinery & Equipment	47,821	-	-	-	-
360-5502-575.46-00	Repair & Maintenance Services	-	26,891	79,453	17,969	-
360-5502-575.52-00	Operating Supplies	13,339	31,069	11,067	-	-
360-5502-575.64-00	Machinery & Equipment	40,865	21,301	24,340	15,115	-
360-7979-581.91-22	Intragovernmental Transfer	-	205,260	-	-	-
360-7979-590.49-00	Other Charges/Obligations	1,982	5,039	5,398	-	-
360-7979-590.99-90	Addition to Reserves	-	-	-	-	-
Total Capital Replacement Expenditures		\$ 1,680,228	\$ 2,738,832	\$ 2,980,830	\$ 1,833,345	\$ 1,393,958

WORKFORCE

❖ **FULL TIME EQUIVALENT STAFFING LEVELS**

❖ **SUMMARY OF FTE'S CHANGES**

❖ **GRADE SCHEDULE**



City of Sanford

Full-Time Equivalent Staffing Levels

Fund	Department/Divisions	Final Budget FY 2016/17	Final Budget FY 2017/18	Change
General Fund				
	City Manager's Office	4.00	4.00	-
	City Manager/Economic Dev	1.65	2.05	0.40
	City Manager/Community Relations	1.50	1.50	-
	City Clerk	3.00	3.00	-
	Human Resources	4.00	4.00	-
	Financial Services/Accounting	10.00	10.00	-
	Financial Services/IT	6.50	5.50	(1.00)
	Financial Services/Purchasing	1.97	1.97	-
	Planning and Development	8.00	9.00	1.00
	Community Improvement	5.64	5.75	0.11
	Police Administration	14.95	14.95	-
	Police Patrol	76.00	76.00	-
	Police Investigations	31.55	31.55	-
	Police Traffic	8.49	8.49	-
	Police School Resource Officers	8.48	8.48	-
	Police CRU	8.48	8.48	-
	Police Training	2.00	2.00	-
	Fire Operations	72.00	75.00	3.00
	Fire Prevention	2.92	2.92	-
	Fire Administration	6.05	6.05	-
	Business Tax Receipts	1.18	1.18	-
	Public Works Administration	3.50	3.35	(0.15)
	Public Works Fleet	8.00	8.00	-
	Public Works Facilities	9.00	9.00	-
	Public Works Streets	13.30	13.30	-
	Public Works Parks & Grounds	27.20	27.20	-
	Recreation	10.95	10.95	-
	Recreation/Museum	3.10	3.10	-
	Recreation/Special Facilities	18.75	18.75	-
	Total Fund	372.16	375.52	3.36

City of Sanford

Full-Time Equivalent Staffing Levels

Fund	Department/Divisions	Final Budget FY 2016/17	Final Budget FY 2017/18	Change
Building Inspection Fund				
	Building Inspection	10.40	10.40	-
	Total Fund	10.40	10.40	-
LIHEAP Fund				
	LIHEAP	3.36	3.25	(0.11)
	Total Fund	3.36	3.25	(0.11)
Stormwater Fund				
	Public Works/Stormwater	19.35	18.95	(0.40)
	Total Fund	19.35	18.95	(0.40)
Solid Waste Fund				
	Public Works/Solid Waste	2.00	2.10	0.10
	Total Fund	2.00	2.10	0.10
Water & Wastewater Fund				
	Water/Wastewater Administration	21.00	20.45	(0.55)
	Water/Wastewater Plants	46.50	46.50	-
	Water Distribution	17.00	17.00	-
	Water/Wastewater Collections	21.00	21.00	-
	Total Fund	105.50	104.95	-
Community Reevaluation Agency				
	CRA	1.18	3.78	2.60
	Total Fund	1.18	3.78	2.60
GRAND TOTAL		513.95	518.95	5.00

**Authorized Positions by Service Area
Summary of FTEs
Changes for FY 17-18 by Department/Division**

Administration/Governance:

- ❖ **Economic Development** – New position Economic Development Project Manager (.40) added and split with CRA (.60).

Finance Department:

- ❖ **Information Technology** – Help Desk Technician position and Computer Support Technician eliminated and a System Security Administration position created.

Planning and Development:

- ❖ Previously unfunded Planning Technician was added and funded in 2018.

Community Improvement:

- ❖ Percentage allocation for Community Improvement Director .11 transferred from LIHEAP.

Fire Department:

- ❖ **Fire Operations** – Overtime expenditures reduced to fund for three new Firefighter positions.

Public Works Department:

- ❖ **Administration** – Percentage allocation for Public Works Director split between Stormwater Fund (.10), Solid Waste (.10) and Utilities Fund (.45).

Water/Wastewater Department:

- ❖ **Administration** – Public Utilities Director position eliminated.

CRA:

- ❖ **CRA-** Two new Police Officer positions added and Economic Development Project Manager (.60) position added.

City of Sanford Grade Schedule

Class Codes	Min Annual Salary	Max Annual Salary
Accountant	\$40,825.00	\$66,316.00
Accreditation Manager	\$38,881.00	\$63,158.00
Administrative Coordinator	\$33,587.00	\$54,558.00
Administrative Services Manager	\$52,104.00	\$84,638.00
Administrative Specialist I	\$23,869.00	\$38,773.00
Administrative Specialist II	\$27,632.00	\$44,885.00
Administrative Specialist III	\$31,987.00	\$51,960.00
Assistant Plant Manager	\$45,009.00	\$73,113.00
Battalion Chief (All)	\$61,598.00	\$95,354.00
Building Codes Inspector I	\$37,029.00	\$60,150.00
Building Codes Inspector II	\$40,825.00	\$66,316.00
Building Codes Inspector III	\$45,009.00	\$73,113.00
Building Official	\$60,317.00	\$97,979.00
Chief Accountant	\$47,260.00	\$76,769.00
City Clerk	\$66,499.00	\$108,021.00
City Manager	\$119,423.00	\$193,991.00
Civic Center Supervisor	\$37,029.00	\$60,150.00
Code Enforcement Officer	\$33,587.00	\$54,558.00
Community Improvement Director	\$80,830.00	\$131,301.00
Community Relations and Neighborhood Engagemen	\$66,499.00	\$108,021.00
Community Service Officer	\$30,464.00	\$49,486.00
Crew Leader	\$35,266.00	\$57,286.00
Crime Analyst	\$38,881.00	\$63,158.00
Crime Scene/Evidence Technician	\$33,587.00	\$54,558.00
Custodial Worker I	\$19,637.00	\$31,899.00
Custodial Worker II	\$22,733.00	\$36,927.00
Customer Service Representative	\$26,316.00	\$42,748.00
Customer Service Supervisor	\$31,987.00	\$51,960.00
Customer Service Supervisor/Utilities	\$35,266.00	\$57,286.00
Deputy City Clerk	\$37,029.00	\$60,150.00
Deputy City Manager	\$103,162.00	\$167,577.00
Deputy Fire Chief	\$71,307.00	\$110,384.00
Deputy Police Chief	\$71,307.00	\$110,384.00
Desktop Support Analyst	\$40,825.00	\$66,316.00
Development Services Manager	\$57,445.00	\$93,313.00
Director of Human Resources and Risk Management	\$80,830.00	\$131,301.00
Director of Planning and Development	\$80,830.00	\$131,301.00
Docent	\$18,702.00	\$30,380.00
Economic Development Director	\$66,499.00	\$108,021.00

City of Sanford Grade Schedule

Class Codes	Min Annual Salary	Max Annual Salary
Economic Development Project Manager	\$57,445.00	\$93,313.00
Electrical Technician	\$35,266.00	\$57,286.00
Environmental Coordinator	\$47,260.00	\$76,769.00
Environmental Technician	\$30,464.00	\$49,486.00
Equipment Operator I	\$25,063.00	\$40,712.00
Equipment Operator II	\$27,632.00	\$44,885.00
Equipment Operator III	\$30,464.00	\$49,486.00
Equipment Operator IV	\$31,987.00	\$51,960.00
Executive Assistant to City Manager	\$42,866.00	\$69,632.00
Farmers Market Coordinator	\$31,987.00	\$51,960.00
Field Service Technician	\$25,063.00	\$40,712.00
Finance Director	\$80,830.00	\$131,301.00
Finance Manager	\$63,333.00	\$102,877.00
Fire Chief	\$84,872.00	\$137,866.00
Fire Lieutenant	\$52,427.00	\$88,394.00
Fire Marshal	\$64,678.00	\$100,121.00
Fire Protection Inspector	\$40,825.00	\$66,316.00
Firefighter/EMT/Engineer	\$38,279.00	\$64,539.00
Firefighter/Paramedic	\$39,427.00	\$66,475.00
Fiscal Specialist	\$31,987.00	\$51,960.00
Fiscal Technician	\$29,013.00	\$47,129.00
Fleet Maintenance Superintendent	\$47,260.00	\$76,769.00
Garage Foreman	\$35,266.00	\$57,286.00
GIS Technician	\$38,881.00	\$63,158.00
Help Desk Technician	\$33,587.00	\$54,558.00
Industrial Pretreatment Coordinator	\$45,009.00	\$73,113.00
Instrument Control Specialist	\$38,881.00	\$63,158.00
Intern	\$23,948.73	\$36,251.82
Irrigation Tech	\$30,464.00	\$49,486.00
Inventory and Parts Technician	\$26,316.00	\$42,748.00
Lead Customer Service Representative	\$29,013.00	\$47,129.00
Lead Groundskeeper	\$31,987.00	\$51,960.00
Lead Maintenance Worker	\$25,063.00	\$40,712.00
Lead Parts technician	\$29,013.00	\$47,129.00
Lead Wastewater Operator	\$42,866.00	\$69,632.00
Lead Water Plant operator	\$42,866.00	\$69,632.00
Lead Waterwastewater Plant Operator	\$42,866.00	\$69,632.00
Leisure Services Director	\$80,830.00	\$131,301.00
Leisure Services Leader	\$18,702.00	\$30,380.00

City of Sanford Grade Schedule

Class Codes	Min Annual Salary	Max Annual Salary
Leisure Services Manager	\$54,709.00	\$88,869.00
Leisure Services Supervisor	\$31,987.00	\$51,960.00
Lifeguard	\$18,702.00	\$30,380.00
Lift Station Operator	\$30,464.00	\$49,486.00
LIHEAP Outreach Technician	\$20,619.00	\$33,494.00
Maintenance Worker	\$21,650.00	\$35,169.00
Mechanic I	\$29,013.00	\$47,129.00
Mechanic II	\$31,987.00	\$51,960.00
Mechanic III	\$35,266.00	\$57,286.00
Museum Assistant	\$26,316.00	\$42,748.00
Museum Curator	\$38,881.00	\$63,158.00
Network Engineer	\$52,104.00	\$84,638.00
Network/Operations Manager	\$63,333.00	\$102,877.00
Park Ranger	\$27,632.00	\$44,885.00
Parks & Grounds Operations Manager	\$52,104.00	\$84,638.00
Parks & Grounds Operations Superintendent	\$45,009.00	\$73,113.00
Payroll Analyst	\$35,266.00	\$57,286.00
Performance Management Coordinator	\$42,866.00	\$69,632.00
Permit Coordinator	\$26,316.00	\$42,748.00
Permit/Licensing Coordinator	\$37,029.00	\$60,150.00
Planner	\$42,866.00	\$69,632.00
Planning Engineer	\$49,623.00	\$80,607.00
Plans Examiner	\$45,009.00	\$73,113.00
Plants Manager - Operations	\$52,104.00	\$84,638.00
Plants Manager - Maintenance	\$52,104.00	\$84,638.00
Police Captain	\$64,678.00	\$100,121.00
Police Chief	\$84,872.00	\$137,866.00
Police Lieutenant	\$61,598.00	\$95,354.00
Police Officer	\$41,638.00	\$64,483.00
Police Records Technician	\$27,632.00	\$44,885.00
Police Sergeant	\$50,567.00	\$78,380.00
Pool Supervisor	\$37,029.00	\$60,150.00
Project Manager	\$54,709.00	\$88,869.00
Projects Planner	\$45,009.00	\$73,113.00
Property Technician	\$29,013.00	\$47,129.00
Property Technician (regular part-time)	\$29,013.00	\$47,129.00
Property/Fixed Assets Technician	\$29,013.00	\$47,129.00
Public Information Officer	\$52,104.00	\$84,638.00
Public Information Officer: Public Safety	\$52,104.00	\$84,638.00

City of Sanford Grade Schedule

Class Codes	Min Annual Salary	Max Annual Salary
Public Utilities Director	\$84,872.00	\$137,866.00
Public Works Director	\$89,115.00	\$144,759.00
Public Works Maintenance Superintendent	\$47,260.00	\$76,769.00
Public Works Manager	\$52,104.00	\$84,638.00
Purchasing Manager	\$60,317.00	\$97,979.00
Purchasing Analyst	\$35,266.00	\$57,286.00
Records Supervisor	\$31,987.00	\$51,960.00
Records Manager	\$47,260.00	\$76,769.00
Recreation Activity Leader	\$18,702.00	\$30,380.00
Risk Management Administrator	\$52,104.00	\$84,638.00
Senior Human Resources Analyst: Benefits, Wellness	\$42,866.00	\$69,632.00
Senior Human Resources Analyst-Recruitment and E	\$45,009.00	\$73,113.00
Senior Planner	\$45,009.00	\$73,113.00
Senior Public Works Inspector	\$42,866.00	\$69,632.00
Sign Technician	\$25,063.00	\$40,712.00
Signs and Traffic Coordinator	\$38,881.00	\$63,158.00
Solid Waste Manager	\$45,009.00	\$73,113.00
Spray Technician	\$31,987.00	\$51,960.00
Stadium Supervisor	\$35,266.00	\$57,286.00
Streets Superintendent	\$49,623.00	\$80,607.00
Streets-Stormwater Maintenance Superintendent	\$49,623.00	\$80,607.00
System Analyst	\$47,260.00	\$76,769.00
System Security Administrator	\$47,260.00	\$76,769.00
System Engineer	\$52,104.00	\$84,638.00
Trades Maintenance Technician I	\$27,632.00	\$44,885.00
Trades Maintenance Technician II	\$33,587.00	\$54,558.00
Urban Forester	\$38,881.00	\$63,158.00
Utilities Crew Leader	\$37,029.00	\$60,150.00
Utility Billing Coordinator	\$29,013.00	\$47,129.00
Utility Billing and Customer Service Coordinator	\$29,013.00	\$47,129.00
Utility Field Specialist	\$31,987.00	\$51,960.00
Utility Inspector	\$37,029.00	\$60,150.00
Utility Operations Technician	\$35,266.00	\$57,286.00
Utility Plant Maintenance Mechanic	\$37,029.00	\$60,150.00
Utility Plant Manager - Maintenance	\$52,277.07	\$82,336.39
Utility Plant Manager - Operations	\$52,277.07	\$82,336.39
Utility Service Technician I	\$25,063.00	\$40,712.00
Utility Service Technician II	\$27,632.00	\$44,885.00
Utility Service Technician III	\$31,987.00	\$51,960.00

City of Sanford Grade Schedule

Class Codes	Min Annual Salary	Max Annual Salary
Utility Support Services Manager	\$63,333.00	\$102,877.00
Utility Systems Engineer	\$54,709.00	\$88,869.00
Utility Systems Inspections Supervisor	\$45,009.00	\$73,113.00
Utility Systems Maintenance Supervisor	\$38,881.00	\$63,158.00
Utility W/WW Plant Operator Trainee	\$21,650.00	\$35,169.00
Utility W/WW Quality Control Technician	\$35,266.00	\$57,286.00
Utility Wastewater Plant Operator I	\$31,987.00	\$51,960.00
Utility Wastewater Plant Operator II	\$37,029.00	\$60,150.00
Utility Wastewater Plant Operator III	\$38,881.00	\$63,158.00
Utility Water Plant Operator I	\$31,987.00	\$51,960.00
Utility Water Plant Operator II	\$37,029.00	\$60,150.00
Utility Water Plant Operator III	\$38,881.00	\$63,158.00
Utility Operations Specialist	\$31,987.00	\$51,960.00
Volunteer Program Coordinator	\$29,013.00	\$47,129.00
Water Quality Specialist	\$42,866.00	\$69,632.00
Water Resource Engineer	\$54,709.00	\$88,869.00



CAPITAL IMPROVEMENT PLAN

❖ FIVE YEAR CAPITAL PLAN

❖ CAPITAL PLAN PROJECT DETAIL



City of Sanford

Five Year Capital Plan

	2018	2019	2020	2021	2022	Total
Governmental						
Revenues						
Impact Fees - Fire	41,000	90,000	-	-	-	131,000
Impact Fees - Police	85,500	-	-	-	-	85,500
Impact Fees - Recreation	30,325	-	-	-	-	30,325
Transfers from General Fund	899,765	1,008,072	797,419	320,560	-	3,025,816
Transfers from Solidwaste Fund	184,000	184,000	184,000	184,000	184,000	920,000
Transfers from Stormwater Fund	250,000	-	-	-	-	250,000
Sales of Fixed Assets	16,000	16,480	16,974	16,974	17,484	83,912
Debt Proceeds	478,193	467,434	492,539	507,315	522,534	2,468,015
Grants*	250,000	9,500,000	-	-	-	9,750,000
Use of Reserves	-	500,000	500,000	500,000	500,000	2,000,000
Total Governmental Capital Funding	\$ 2,234,783	\$ 11,765,986	\$ 1,990,932	\$ 1,528,849	\$ 1,224,018	\$ 18,744,568
Expenditures						
Fire						
Rescue Replacements (2)	-	-	257,905	-	257,905	515,810
Ballistic Protection & EMS Equipment for Active Shooter	-	-	-	-	30,000	30,000
7 SCBA Units	-	60,000	-	-	-	60,000
Cardiac Monitor***	-	-	36,000	145,119	36,000	217,119
Stryker Power Loads (5) Stretchers	76,740	-	-	137,735	45,163	259,638
Station Security Access Controllers***	41,000	-	-	-	-	41,000
Station 38 Refurbish And Hardening***	-	500,000	-	-	-	500,000
Engine Replacement	-	-	-	960,000	-	960,000
Tower 30***	-	-	-	-	1,000,000	1,000,000
Tower 31 Replacement	-	-	1,000,000	-	-	1,000,000
Replacement Dive Truck	-	275,000	-	-	-	275,000
Human Patient Simulator***	-	90,000	-	-	-	90,000
Station 38 Driveway and Drainage Repairs	-	75,000	-	-	-	75,000
Command Vehicle Replacement	-	-	-	102,572	-	102,572
Inspector Vehicle Replacement	-	-	25,085	-	50,170	75,255
Equipment	-	450,980	23,685	176,431	117,825	768,921
Boat	-	-	35,000	-	-	35,000
Vehicle for Battalion 31	-	70,000	-	-	-	70,000
Jet Ski Replacement	-	-	40,000	-	-	40,000
Fire Substation - North White Cedar***	-	-	-	2,250,000	-	2,250,000
Engine - 31B***	-	-	510,000	-	-	510,000
Rescue - 31B***	-	-	340,000	-	-	340,000
Engine - 30***	-	-	-	-	515,000	515,000
Rescue - 30***	-	-	-	-	345,000	345,000
Thermal Imaging Cameras	-	-	34,392	-	22,000	56,392
Stretchers (5)	-	-	19,952	-	15,660	35,612
Cascade Breathing Compressor	-	60,000	-	-	-	60,000
Staff Vehicles	-	-	-	-	40,137	40,137
Utility Vehicle Replacements	-	-	-	35,000	35,000	70,000
Anti-Theft Vehicle System	-	-	-	3,800	-	3,800
EMS Bicycle Replacements (4)	-	-	10,000	-	-	10,000
Total Fire	117,740	1,580,980	2,332,019	3,810,657	2,509,860	10,351,256

City of Sanford

Five Year Capital Plan

	2018	2019	2020	2021	2022	Total
<u>City Manager</u>						
Furniture	-	-	16,725	-	-	16,725
Total City Manager	-	-	16,725	-	-	16,725
<u>Economic Development</u>						
Furniture	-	-	3,345	-	-	3,345
Total Economic Development	-	-	3,345	-	-	3,345
<u>City Clerk</u>						
Laserfiche Upgrade	-	-	-	-	-	-
Furniture	-	-	10,035	-	-	10,035
Total City Clerk	-	-	10,035	-	-	10,035
<u>Planning</u>						
Furniture	-	-	50,175	-	-	50,175
Total Planning	-	-	50,175	-	-	50,175
<u>Community Improvement</u>						
Vehicle Replacements	24,000	48,000	-	-	23,000	95,000
Total Community Improvement	24,000	48,000	-	-	23,000	95,000
<u>Human Resources</u>						
Office Furniture	2,000	-	16,725	-	-	18,725
Carpeting	-	1,500	-	-	-	1,500
Vehicle Replacements	-	20,000	-	-	-	20,000
Total Human Resources	2,000	21,500	16,725	-	-	40,225
<u>Finance - Information Technology</u>						
Equipment and Hardware	619,088	242,197	40,136	-	189,199	1,090,620
Microsoft Upgrade	-	-	-	-	-	-
VM Server Expansion***	-	18,400	-	-	-	18,400
Server Room Security Cameras***	-	8,000	-	-	-	8,000
SQL Storage for Sharepoint***	-	4,000	-	-	-	4,000
Backup Storage (NAS)***	-	2,000	-	-	-	2,000
Move storage closet in Recreation**	-	15,000	-	-	-	15,000
Digital Signage***	-	40,000	-	-	-	40,000
Office Furniture	-	-	55,204	-	-	55,204
Total Finance- Information Technology	619,088	329,597	95,340	-	189,199	1,233,224

City of Sanford

Five Year Capital Plan

	2018	2019	2020	2021	2022	Total
Police						
Vehicle Replacements	478,193	467,434	492,539	507,315	522,534	2,468,015
Mobile Dispatch Radios***	62,000	-	-	-	-	62,000
Video Monitoring System***	-	150,000	-	-	-	150,000
Zebra Ticket Printers***	-	11,000	11,670	12,021	12,382	47,073
PSC Interior/Exterior Painting Maintenance	-	5,000	-	-	-	5,000
Crime Scene Van	46,870	-	-	-	-	46,870
Modify Police Vehicle for PIT Training	-	4,000	-	-	-	4,000
Replace all Bike lighting	-	7,000	-	-	-	7,000
Gym Equipment	-	4,000	-	-	-	4,000
Tasers***	-	-	207,827	-	-	207,827
Golf Cart***	-	10,000	-	-	-	10,000
Sig Sauer P320 Laser Shot Training Handguns	-	7,000	-	-	-	7,000
Computer Voice Stress Analysis	-	9,000	-	-	-	9,000
Aptean UTC and Parking Ticket Software***	-	30,000	-	-	-	30,000
PSC Security Cameras	-	25,000	-	-	-	25,000
Fingerprint Scanner	-	6,000	-	-	-	6,000
Motorycycle Mounted Radars***	-	26,000	-	-	-	26,000
iPhone/Andrioid Application***	-	12,480	-	-	-	12,480
Automatic License Plate Reader (Portable)***	12,500	-	-	-	35,783	48,283
Vehicle Security Gun Boxes***	11,000	-	-	-	-	11,000
Reseal and Restripe Public Safety Complex Parking Lot	-	6,000	-	-	-	6,000
In Car Camera System	-	15,000	-	-	-	15,000
Body Camera Signal Unit	-	3,000	-	-	-	3,000
Handheld Traffic Radars	-	3,000	3,000	3,000	3,000	12,000
Three Dimensional Scanner***	-	26,500	-	-	-	26,500
Mobile Forensics Software***	-	5,999	-	-	-	5,999
Equipment	-	91,639	4,460	-	14,494	110,593
Total Police	610,563	925,052	719,496	522,336	588,193	3,365,639
Recreation						
Equipment	-	387,434	6,291	112,026	-	505,751
Carpeting	19,080	-	-	-	-	19,080
22 Gold Medal Lane Lines for Aquatic Center	11,485	-	-	-	-	11,485
Civic Center Security Cameras	10,600	-	-	-	-	10,600
Passenger Golf Cart for Derby Park	8,240	-	-	-	-	8,240
Recreation Offices Interior Painting	-	27,810	-	-	-	27,810
Furniture	-	11,149	33,450	-	-	44,599
Billard Tables (2)	-	5,600	-	-	-	5,600
Shuffleboard Clubhouse Remodel	-	10,000	-	-	-	10,000
Cultural Arts Center HVAC System	-	25,978	-	-	-	25,978
Stadium HVAC Ssystem	-	23,814	-	-	-	23,814
Civic Center Building Improvements	-	10,404	-	-	-	10,404
Civic Center PA System	-	36,524	-	-	-	36,524
Civic Center Tables 36x96 (15)	-	10,291	-	-	-	10,291
Civic Center Tables 72x36 (7)	-	4,500	-	-	-	4,500
Senior Center Improvements	-	71,500	-	-	-	71,500
Senior Center Partitions	-	9,270	-	-	-	9,270
Vehicle Replacements	-	27,873	-	-	130,444	158,317
Museum Security System Upgrade	-	21,060	-	-	-	21,060
Buddy Lake Room AC	-	17,146	-	-	-	17,146
Stadium Hoshizaki KM5000MAE / B500PD Ice Machine (2)	-	4,000	-	-	-	4,000
Stadium Offices AC	-	5,000	-	-	-	5,000
Cultural Arts Center Interior Painting	-	9,000	-	-	-	9,000

City of Sanford

Five Year Capital Plan

	2018	2019	2020	2021	2022	Total
Cultural Arts Center Event Chairs (21)	-	4,230	-	-	-	4,230
Aquatic Center A/C Unit	-	6,500	-	-	-	6,500
Aquatic Center Roof	-	12,413	-	-	-	12,413
Museum Paint Exterior	-	28,576	-	-	-	28,576
Museum Floor Covering	-	-	8,699	-	-	8,699
Westside Community Center Painting	-	5,768	-	-	-	5,768
Floor Stage, Refinishing	-	7,725	-	-	-	7,725
Tornado 20" Floor Scrubber Model EZ180	-	4,400	-	-	-	4,400
Aquatic Center Door Replacement	-	1,800	-	-	-	1,800
Aquatic Center BTU heaters	-	18,037	9,407	9,666	-	37,110
Stadium Locker Room AC	-	5,500	-	-	-	5,500
Automated External Defibrillators (AED) Replacements	-	17,838	-	-	2,230	20,068
Stadium Painting Stadium	-	-	-	-	333,500	333,500
Stadium World 16X8 Double Axle Utility - Trailer	-	6,688	-	-	-	6,688
Commercial Vulcan VC4GP-10 Double Deck Gas Oven	-	-	10,292	-	-	10,292
Senior Center Interior Painting	-	21,000	-	-	-	21,000
Light Duty Workman	-	10,900	-	-	-	10,900
Geni Lift 34' Aerial Platform	-	27,500	-	-	-	27,500
Commercial Vulcan 36L 36" 4-Burner Gas Range	-	-	5,220	-	-	5,220
Commerical Refrigerator Traulsen G30013 Stainless Steel	-	-	5,220	-	-	5,220
Pump Lift Station	-	4,500	-	-	-	4,500
Total Recreation	49,405	901,728	78,579	121,692	466,174	1,617,578

Public Works

Parks and Grounds - Sanford Marina Break Water Walls (SCBIP \$50,000, LWCF \$200,000 and Stormwater \$250,000)*	500,000	-	-	-	-	500,000
Parks and Grounds - Improvements	-	1,343,130	117,449	201,395	555,039	2,217,013
Parks and Grounds - Fort Mellon Park II*	-	7,000,000	-	-	-	7,000,000
Parks and Grounds - School Board Property Development*	-	2,500,000	-	-	-	2,500,000
Parks and Grounds - Building Rehabilitation - 6th Street	-	150,000	-	-	-	150,000
Parks and Grounds - Academy Manor Park	-	150,000	-	-	-	150,000
Parks and Grounds - Derby Park	-	342,789	-	-	-	342,789
Parks and Grounds - Equipment	62,000	514,850	41,189	6,553	13,379	637,971
Parks and Grounds - Fort Mellon Park - Playground / Safety	-	100,000	50,000	50,000	-	200,000
Parks and Grounds - Fort Mellon Park - Playground Shade	-	175,000	-	-	-	175,000
Parks and Grounds - Groveview Park - Shelter Roof	-	39,500	-	-	-	39,500
Parks and Grounds - Lee P. Moore Park (Rehab Restroom Bldg.)	-	65,000	-	-	-	65,000
Parks and Grounds - Vehicle Replacements	-	130,667	71,354	-	20,448	222,469
Streets - Alleyway Improvement Program (Funded by Solid Waste)	184,000	184,000	184,000	184,000	184,000	920,000
Streets - Flatbed Dump Truck	-	73,110	179,779	-	-	252,889
Streets - Pickup Truck	-	56,918	-	25,855	25,855	108,628
Streets - Massey Ferguson 383 - Bush Hog Tractor	-	36,794	-	-	-	36,794
Streets - Gradall	-	183,969	-	-	-	183,969
Streets - Full Matrix Message Board	-	15,000	-	-	-	15,000
Streets - Utility Trailers (2) #5709 and #0245	-	3,790	4,616	-	-	8,406
Streets - Equipment	-	327,647	-	44,902	19,065	391,614
Fleet - Vehicle A/C Machine	-	7,500	-	-	-	7,500
Fleet - Vehicle Replacement	-	26,011	-	-	-	26,011
Fleet - Equipment	7,987	60,707	39,380	6,500	-	114,574

City of Sanford

Five Year Capital Plan

	2018	2019	2020	2021	2022	Total
Facilities - Vehicle Replacements (1)	38,000	26,758	-	-	-	64,758
Facilities - Pickup Truck Replacement	-	21,624	-	-	-	21,624
Facilities - Welcome Center - Window Repair / Replace	-	42,000	-	-	-	42,000
Facilities - Welcome Center - Carpet	-	28,700	-	-	-	28,700
Facilities - Welcome Center - HVAC	-	17,220	-	-	-	17,220
Facilities - Welcome Center - Paint	-	8,610	-	-	-	8,610
Facilities - 26th Place Gym - Building Roof	-	200,000	-	-	-	200,000
Facilities - City Hall - Carpet	-	150,512	-	-	-	150,512
Facilities - City Hall - Paint	-	33,447	-	-	-	33,447
Facilities - City Hall - Fire Alarm System	-	11,149	-	-	-	11,149
Facilities - City Hall - Duct Clean & Repair	-	139,363	-	-	-	139,363
Facilities - City Hall - Ice Maker	-	3,345	-	-	-	3,345
Facilities - City Hall - Sealing	-	86,995	-	-	-	86,995
Facilities - Chamber of Commerce - HVAC	-	-	8,000	-	-	8,000
Facilities - Streets & Stormwater Breakroom Refurbish	-	51,000	-	-	-	51,000
Facilities - City Hall - ADA Infrastructure Compliance***	-	200,000	100,000	100,000	100,000	500,000
Facilities - Fleet Maintenance - Bathroom Refurbish	-	30,000	-	-	-	30,000
Facilities - Public Works Complex - Breakroom Rehab	20,000	-	-	-	-	20,000
Facilities - Goldsboro Museum - Carpet	-	7,804	-	-	-	7,804
Facilities - Goldsboro Museum - HVAC	-	28,700	-	-	-	28,700
Facilities - Goldsboro Museum - Windows/Doors	-	43,051	-	-	-	43,051
Facilities - Goldsboro Museum - Interior Refurbish	-	-	27,061	-	-	27,061
Facilities - Groveview Park - Roof	-	2,787	-	-	-	2,787
Facilities - Commission Chamber - Door Opener	-	3,345	-	-	-	3,345
Facilities - Equipment	-	296,732	-	-	-	296,732
Facilities - Bucket Truck	-	-	95,523	196,894	-	292,417
Health - Handheld GPS	-	9,184	-	-	-	9,184
Administration - Vehicles	-	-	31,208	-	-	31,208
Administration - Office Furniture	-	-	3,247	-	-	3,247
	811,987	15,178,708	1,152,806	1,016,099	1,167,786	19,327,386
Total Capital Projects Expenditures	2,234,783	18,985,565	4,475,245	5,470,784	4,944,212	36,110,588
Surplus/(Deficit)	-	(7,219,579)	(2,484,313)	(3,941,935)	(3,720,194)	(17,366,020)

The following capital items are budgeted in Special Revenue Funds but are part of the Five Year Capital Plan.

Roads and Streets						
Local Option Gas Tax						
Revenues						
Local Option Gas Tax	1,123,600	1,123,600	1,123,600	1,123,600	1,123,600	5,618,000
Total Capital Funding	1,123,600	1,123,600	1,123,600	1,123,600	1,123,600	5,618,000
Expenditures						
Street Rehabilitation Program	684,965	495,092	509,945	525,243	541,000	2,756,245
Total Capital Expenditures	684,965	495,092	509,945	525,243	541,000	2,756,245
Surplus/(Deficit)	438,635	628,508	613,655	598,357	582,600	2,861,755

City of Sanford

Five Year Capital Plan

	2018	2019	2020	2021	2022	Total
Fire						
Building						
Revenues						
Revenues	57,000	30,000	-	-	-	87,000
Total Capital Funding	57,000	30,000	-	-	-	87,000
Expenditures						
Vehicle Replacement	57,000	30,000	-	-	-	87,000
Total Capital Expenditures	57,000	30,000	-	-	-	87,000
Surplus/(Deficit)	-	-	-	-	-	-
Roads and Streets						
Third Generation Sales Tax						
Revenues						
Sales Tax	3,405,800	3,426,781	3,495,317	3,565,223	3,672,180	17,565,301
Use of Reserve	(405,800)	-	-	-	-	(405,800)
Total Capital Funding	3,000,000	3,426,781	3,495,317	3,565,223	3,672,180	17,159,501
Expenditures						
Streets - ADA Compliance	-	229,604	236,492	-	-	466,096
Streets - Streets	2,600,000	2,103,299	2,080,741	-	-	6,784,040
Streets - Sidewalks	400,000	258,304	266,053	-	-	924,357
Streets - Curbs	-	229,604	236,492	-	-	466,096
Streets - Streetlighting	-	34,441	35,474	-	-	69,915
Total Capital Expenditures	3,000,000	2,855,252	2,855,252	-	-	8,710,504
Surplus/(Deficit)	-	571,529	640,065	3,565,223	3,672,180	8,448,997
Stormwater						
Revenues						
Rate Revenue	1,367,295	636,000	630,000	450,000	450,000	3,533,295
Total Capital Funding	1,367,295	636,000	630,000	450,000	450,000	3,533,295
Expenditures						
Pipelining (Citywide)	200,000	150,000	150,000	-	-	500,000
Parks and Grounds - Sanford Marina Break Water Walls (SCBIP \$50,000, LWCF \$200,000 and Stormwater \$250,000)*	250,000	-	-	-	-	50,000
Secondary Drainage Improvements	250,000	250,000	250,000	250,000	250,000	1,250,000
Lk. Jessup & Lk. Monroe Basin Management Action Plan (BMAP)	200,000	200,000	200,000	200,000	200,000	1,000,000
Pickup Truck	30,000	-	-	-	-	30,000
Hydroseeder	7,295	-	-	-	-	7,295
Vacon	400,000	36,000	-	-	-	436,000
Vehicle Replacement	30,000	-	30,000	-	-	60,000
Total Capital Expenditures	1,367,295	636,000	630,000	450,000	450,000	3,333,295
Surplus/(Deficit)	-	-	-	-	-	200,000

City of Sanford

Five Year Capital Plan

	2018	2019	2020	2021	2022	Total
Water/Wastewater						
Revenues						
Operating Reserves	10,307,000	6,161,000	5,278,000	5,020,000	-	26,766,000
Water Rate Revenue	319,600	285,000	255,000	255,000	-	1,114,600
Wastewater Rate Revenue	1,145,000	995,000	495,000	495,000	-	3,130,000
Water System Development Charges	500,000	500,000	500,000	-	-	1,500,000
Sewer System Development Charges	950,000	150,000	-	-	-	1,100,000
Debt Proceeds	5,500,000	2,500,000	-	-	-	8,000,000
Other Funding Sources	-	5,000,000	-	-	-	5,000,000
Total Capital Funding	18,721,600	15,591,000	6,528,000	5,770,000	-	46,610,600
<u>Administration - Water</u>						
Expenditures						
Equipment and Hardware	50,000	50,000	20,000	20,000	-	140,000
Total Administration - Water	50,000	50,000	20,000	20,000	-	140,000
<u>Administration - Wastewater</u>						
Equipment and Hardware	10,000	20,000	20,000	20,000	-	70,000
Total - Administration - Wastewater	10,000	20,000	20,000	20,000	-	70,000
<u>Water Treatment Plants, Wellfield and Water Quality</u>						
Consumptive Use Permit Monitoring	60,000	35,000	35,000	35,000	-	165,000
Aquifer Storage & Recovery Well (ASR) Pump Station	60,000	-	-	-	-	60,000
Auxiliary Water Treatment Plant Improvements	50,000	50,000	50,000	50,000	-	200,000
Vehicle Replacement	30,000	30,000	30,000	30,000	-	120,000
Disinfection By-Products Treatment (Main Plant)**	5,500,000	2,500,000	-	-	-	8,000,000
Future WTP Planning & Supply Analysis I	50,000	150,000	-	-	-	200,000
Future WTP Planning & Supply Analysis II	200,000	200,000	-	-	-	400,000
Water Well Rehab	100,000	100,000	100,000	100,000	-	400,000
Elevated Water Tank Improvements	40,000	40,000	40,000	40,000	-	160,000
Equipment Replacement & Rehab	60,000	60,000	60,000	60,000	-	240,000
Total - Water Treatment Plants, Wellfield and Water Quality	6,150,000	3,165,000	315,000	315,000	-	9,945,000
<u>North Water Reclamation Facility</u>						
North Water Reclamation Facility Improvements	220,000	220,000	220,000	220,000	-	880,000
O & M Manual Updates/SOP's	75,000	50,000	-	-	-	125,000
Sand Filter Rehabilitation	250,000	1,000,000	1,000,000	1,000,000	-	3,250,000
Electrical Upgrade	600,000	-	-	-	-	600,000
Replace Reclaimed Vertical Turbine Pumps	200,000	-	-	-	-	200,000
Front Entrance Wall, Gate and Landscaping	300,000	-	-	-	-	300,000
Master Lift Station Controls	1,450,000	-	-	-	-	1,450,000
New Transfer Pump Station	1,500,000	-	-	-	-	1,500,000
Control Valve at River	150,000	-	-	-	-	150,000
Vehicle Replacement	60,000	60,000	60,000	60,000	-	240,000
Asset Management	50,000	-	-	-	-	50,000
Distribution Pump	130,000	220,000	1,200,000	-	-	1,550,000
Equipment Replacement (WW Plants)	200,000	100,000	100,000	100,000	-	500,000
Total - North Water Reclamation Facility	5,185,000	1,650,000	2,580,000	1,380,000	-	10,795,000

City of Sanford

Five Year Capital Plan

	2018	2019	2020	2021	2022	Total
<u>South Water Reclamation Facility</u>						
Land Purchases	350,000	450,000	-	-	-	800,000
Land Purchases Improvements	500,000	-	-	-	-	500,000
O & M Manual Updates/SOP's	50,000	50,000	50,000	50,000	-	200,000
Storage Holding Tank	150,000	100,000	-	-	-	250,000
Vehicles and Equipment	900,000	-	-	-	-	900,000
	25,000	390,000	40,000	40,000	-	495,000
Total - South Water Reclamation Facility	1,975,000	990,000	90,000	90,000	-	3,145,000
<u>Lift Stations</u>						
Lift Station/FM Modeling	50,000	75,000	-	-	-	125,000
Equipment and Improvements	400,000	500,000	500,000	500,000	-	1,900,000
Total - Lift Stations	450,000	575,000	500,000	500,000	-	2,025,000
<u>Water Distribution</u>						
Automated Meter Reading Program	100,000	50,000	50,000	50,000	-	250,000
17-92 CEI Relocation	9,600	-	-	-	-	9,600
Security Improvements - Water Treatment	10,000	10,000	10,000	10,000	-	40,000
Line Renewal, Replace, Loop and Extend	606,600	500,000	500,000	500,000	-	2,106,600
Utility Relocations	800,000	-	-	-	-	800,000
SR 46 WM Replacement	1,500,000	-	-	-	-	1,500,000
Airport Blvd. WM Relocation	-	-	-	920,000	-	920,000
S. Summerlin Ave. WM Extensions	-	-	-	250,000	-	250,000
Equipment	100,000	100,000	100,000	100,000	-	400,000
Vehicles	50,000	50,000	50,000	50,000	-	200,000
Total Water Distribution	3,176,200	710,000	710,000	1,880,000	-	6,476,200
<u>Sewer Collection</u>						
Line Rehabilitation	700,000	400,000	400,000	400,000	-	1,900,000
17-92 Relocation Project	5,400	-	-	-	-	5,400
Excavator	170,000	-	-	-	-	170,000
Airport Blvd FM Relocation	-	-	-	750,000	-	750,000
Equipment	90,000	340,000	340,000	90,000	-	860,000
Vehicles	75,000	75,000	75,000	75,000	-	300,000
Total Sewer Collection Distribution	1,040,400	815,000	815,000	1,315,000	-	3,985,400
<u>Reclaimed Water System</u>						
Site 10 Storage Pond and Distribution System*	-	5,000,000	-	-	-	5,000,000
Site 10 Maintenance	250,000	250,000	250,000	250,000	-	1,000,000
Site 10 Culvert Work	100,000	-	-	-	-	100,000
Future Water Supply Planning (SR46) Site 10 Plan	-	500,000	500,000	-	-	1,000,000
Reclaimed Water Projects - Misc	50,000	-	-	-	-	50,000
Discharge Line Repair	50,000	50,000	50,000	-	-	150,000
Reclaimed WM Looping - Ohio/Mellonville/Airport	185,000	1,720,000	-	-	-	1,905,000
Reclaimed WM Extension - Marquette/Red Cleveland	-	96,000	678,000	-	-	774,000
Cost Share Match - SJRWMD	50,000	-	-	-	-	50,000
Total Reclaimed Water System	685,000	7,616,000	1,478,000	250,000	-	10,029,000
Total Capital Expenditures	18,721,600	15,591,000	6,528,000	5,770,000	-	46,610,600
Surplus/(Deficit)	-	-	-	-	-	-
	23,065,643	35,737,657	12,143,190	12,216,027	5,935,212	88,897,729

*These items are listed in the CIP budget but not in the City's budget - awaiting grant funding.

**These items are listed in the CIP budget but not in the City's budget - awaiting debt funding.

***These items are requests for new infrastructure, equipment, etc... and not in the City's current asset inventory.



2018 CAPITAL IMPROVEMENT PROGRAM

Project Name: **Stryker Power-PRO XT Stretchers (5)**

Contact: Deputy Chief Ronnie McNeil

Department: Fire Department

Location: One for each 5 Rescues - Fleet

Type: Replacement

Useful Life: 6 Years

District: All Districts

5 Year (2013-2017) Historical Total	\$	-
2018-2022 Total	\$	259,638
CIP Project Total	\$	259,638

Description:

Stryker Power-PRO XT stretchers. These stretchers will work just as the current stretchers do and will include the necessary equipment to be used with the power loading system installed on the rescues.

Justification:

The current stretchers were purchased May 2010. Our stretchers have a life of approximately 6 years which ended last fiscal year.

<u>Expenditures</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>Total</u>
Stryker Power-PRO XT Stretchers (5)	\$ 76,740	\$ -	\$ -	\$ 137,735	\$ 45,163	\$ 259,638
Total Expenditures	\$ 76,740	\$ -	\$ -	\$ 137,735	\$ 45,163	\$ 259,638

<u>Funding Source</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>Total</u>
Capital Equipment Replacement	\$ 76,740	\$ -	\$ -	\$ 137,735	\$ 45,163	\$ 259,638
Total Expenditures	\$ 76,740	\$ -	\$ -	\$ 137,735	\$ 45,163	\$ 259,638

Estimated Operating Expenditures	\$	-	\$	1,000	\$	1,000	\$	1,000	\$	1,000	\$	4,000
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Maintenance costs should be reduced and inspection costs will be waived the first six months of service.

Estimated Revenues	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
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2018 CAPITAL IMPROVEMENT PROGRAM

Project Name: **Station Security (ST32 & ST38)**

Contact: Deputy Chief Ronnie McNeil

Department: Fire

Location: ST32 & ST38

Type: New

Useful Life:

District: All Districts

5 Year (2013-2017) Historical Total	\$	-
2018-2022 Total	\$	41,000
CIP Project Total	\$	41,000

Description:

Install Card access controllers on all points of entry for Stations 32 and 38.

Justification:

Increase the security/accessibility to enter stations with the ability to monitor access similar to City Hall and the Police Safety Complex. This will eliminate the need to rekey and recode door locks every time an employee leaves the city.

<u>Expenditures</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>Total</u>
Station Security (ST32 & ST38)	\$ 41,000	\$ -	\$ -	\$ -	\$ -	\$ 41,000
Total Expenditures	\$ 41,000	\$ -	\$ -	\$ -	\$ -	\$ 41,000

<u>Funding Source</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>Total</u>
Impact Fees	\$ 41,000	\$ -	\$ -	\$ -	\$ -	\$ 41,000
Total Expenditures	\$ 41,000	\$ -	\$ -	\$ -	\$ -	\$ 41,000

Estimated Operating Expenditures \$ - \$ - \$ - \$ - \$ - \$ -

No operating impact.

Estimated Revenues \$ - \$ - \$ - \$ - \$ - \$ -



2018 CAPITAL IMPROVEMENT PROGRAM

Project Name: **Vehicle Replacement**

Contact: Darrel Presley

Department: Community Improvement

Location: City Hall

Type: Replacement

Useful Life: 10 years

District:

5 Year (2013-2017) Historical Total	\$	-
2018-2022 Total	\$	95,000
CIP Project Total	\$	95,000

Description:

Replace vehicle #142 a 2003 Ford Ranger Pickup with new Chevrolet 1500 pickup.

Justification:

Vehicle #142 is a 2003 Ford Ranger Pickup with 100,926 miles. The vehicle has been in operation for 14 years and has exceeded its useful service life. The vehicle is in poor condition and unreliable for use.

<u>Expenditures</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>Total</u>
Vehicle Replacement	\$ 24,000	\$ 48,000	\$ -	\$ -	\$ 23,000	\$ 95,000
Total Expenditures	\$ 24,000	\$ 48,000	\$ -	\$ -	\$ 23,000	\$ 95,000

<u>Funding Source</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>Total</u>
Capital Replacement Fund 360	24,000	48,000	-	-	23,000	95,000
Total Expenditures	\$ 24,000	\$ 48,000	\$ -	\$ -	\$ 23,000	\$ 95,000

Estimated Operating Expenditures \$ - \$ - \$ - \$ - \$ - \$ -

Fuel and normal maintenance

Estimated Revenues \$ - \$ - \$ - \$ - \$ - \$ -



2018 CAPITAL IMPROVEMENT PROGRAM

Project Name: **Furniture**

Contact: Fred Fosson

Department: Human Resources/Risk Management

Location: City Hall

Type: Replacement and New

Useful Life: 10 years

District:

5 Year (2013-2017) Historical Total	\$	-
2018-2022 Total	\$	2,000
CIP Project Total	\$	2,000

Description:

Replace and add chairs in offices. Some chairs appear to be decades old. Add a professional client or customer table inside the work area where new employees can privately complete personal information on required in-processing paperwork. The table would also be used for the various activities that the Department conducts throughout the year

Justification:

Chairs are old. Table would provide privacy for new hires and employees to complete required documents in a more private setting.

<u>Expenditures</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>Total</u>
Furniture	\$ 2,000	\$ -	\$ -	\$ -	\$ -	2,000
Total Expenditures	\$ 2,000	\$ -	\$ -	\$ -	\$ -	2,000

<u>Funding Source</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>Total</u>
Capital Replacement Fund 360	2,000	-	-	-	-	2,000
Total Expenditures	\$ 2,000	\$ -	\$ -	\$ -	\$ -	2,000

Estimated Operating Expenditures \$ - \$ - \$ - \$ - \$ - \$ -

No operating impact.

Estimated Revenues \$ - \$ - \$ - \$ - \$ - \$ -



2018 CAPITAL IMPROVEMENT PROGRAM

Project Name: **Equipment and Hardware**

Contact: Chris McDeed
 Department: Finance/IT
 Location: Citywide
 Type: Replacement
 Useful Life: 3-5 years
 District: All Districts

5 Year (2013-2017) Historical Total	\$	807,196
2018-2022 Total	\$	1,401,808
CIP Project Total	\$	2,209,004

Description:

Annual replacement of City Hardware and Equipment. This roughly includes Laptops, Tablets, Computers, Monitors, Network switches, conference rooms, and phone server.

Justification:

During this 3 year period we will endeavor to replace about 400 computer systems with their respective desktops, laptops, or tablets. Also included is the replacement of 56 switches around the City, our UCS Phone server, and conference room equipment. Monitors are also seeing end of life as many have been in service for 8 to 10 years and are overdue for replacement. Budgetting for the replacement of this equipment reduces loss of work for the users due to failed equipment. We target equipment that is failing and leave equipment that is working in order to utilize the equipment to its fullest.

<u>Expenditures</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>Total</u>
Equipment and Hardware	\$ 619,088	\$ 415,061	\$ 328,691	\$ 38,968	\$ -	\$ 1,401,808
Total Expenditures	\$ 619,088	\$ 415,061	\$ 328,691	\$ 38,968	\$ -	\$ 1,401,808

<u>Funding Source</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>Total</u>
Fund 360 Capital Equipment Replac	619,088	415,061	328,691	38,968	-	1,401,808
Total Expenditures	\$ 619,088	\$ 415,061	\$ 328,691	\$ 38,968	\$ -	\$ 1,401,808

Estimated Operating Expenditure: \$ - \$ - \$ - \$ - \$ - \$ -

No operating impact.

Estimated Revenues \$ - \$ - \$ - \$ - \$ - \$ -



2018 CAPITAL IMPROVEMENT PROGRAM

Project Name: Replacement Police Vehicles

Contact: Jim Krzenski
 Department: Police Department
 Location: Police Department
 Type: Replacement
 Useful Life: 5 -10 years
 District: All Districts

5 Year (2013-2017) Historical Total	\$ 2,502,788
2018-2022 Total	\$ 2,538,790
CIP Project Total	\$ 5,041,578

Description:

Police Department Vehicles: The standard Sanford Police Department patrol vehicle (Chevrolet Impala) is no longer manufactured as a Police Vehicle. With the exception of the one additional Command Vehicle the following vehicles would be replacements: Patrol Vehicle - Ford Interceptor Utility (Explorer) Patrol Vehicle: \$43,211 x 10 = \$432,110; Traffic Enforcement Vehicle - Unmarked Dodge Charger: \$34,083 x (1) Special Event Vehicle: \$12,000 x (1) = Total: \$478,193. Because police vehicles have a five to ten year service life depending on individual usage we estimate that it will be necessary to replace at least ten to twelve vehicles annually to indefinitely sustain a safe reliable fleet of police vehicles.

Justification:

Due to the nature of municipal law enforcement work, police vehicles must endure rigorous service. Fleet Maintenance provides outstanding service for the Police Department's fleet and recommends annually which vehicles should be replaced. They track the age, mileage and the amount of funding that is annually expended to maintain each vehicle. Historically, Sanford Police Department patrol vehicles have been replaced when the mileage has reached between 100,000 and 125,000 miles. The benefits of the FY 2012 Commission approved Vehicle Procurement Plan are just beginning to be realized. This year we will have achieved the goal of every officer operating a police vehicle with less than 100,000 miles. Operating these lower mileage vehicles improves officer safety, decreases maintenance costs and increases the amount of funding returned to the city when auctioning off vehicles taken out of services. As described in the approved 2012 Vehicle Procurement Plan eventually we would like to achieve the goal of trading in vehicles when they have reached 75,000 miles. Other agencies that are using similar plans are experiencing the maximum monetary return on their vehicles when sold with this lesser mileage, thereby resulting in an overall net savings. Because police vehicles have a five to ten year service life depending on individual usage we estimate that it will be necessary to replace at least ten to twelve vehicles annually to indefinitely sustain a safe reliable fleet of police vehicles.

<u>Expenditures</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>Total</u>
Replacement Police Vehicles	\$ 478,193	\$ 492,538	\$ 507,315	\$ 522,534	\$ 538,210	\$ 2,538,790
Total Expenditures	\$ 478,193	\$ 492,538	\$ 507,315	\$ 522,534	\$ 538,210	\$ 2,538,790

<u>Funding Source</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>Total</u>
Fund 360 Capital Equipment Replac	478,193	492,538	507,315	522,534	538,210	2,538,790
Total Expenditures	\$ 478,193	\$ 492,538	\$ 507,315	\$ 522,534	\$ 538,210	\$ 2,538,790

Estimated Operating Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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Normal fuel and maintenance costs.

Estimated Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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2018 CAPITAL IMPROVEMENT PROGRAM

Project Name: Mobile Dispatch Radios

Contact: Jim Krzenski
 Department: Police Department
 Location: Sanford Police Department
 Type: New
 Useful Life: 15 years
 District: All Districts

5 Year (2013-2017) Historical Total	\$	-
2018-2022 Total	\$	62,000
CIP Project Total	\$	62,000

Description:

Procure fifteen mobile dispatch radios.

Justification:

The continued procurement of in-car mounted dispatch radios is providing our patrol officers with an improved more reliable communication capability. Prior to the start of this multi-year project this capability was limited to being provided to officers of the rank of Sergeant and above, and K-9 Officers. These dispatch radios will be installed in the (11) newly purchased vehicles. This purchase will successfully accomplish the goal of providing a Dispatch Radio to every Patrol Officer.

<u>Expenditures</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>Total</u>
Mobile Dispatch Radios	\$ 62,000	\$ -	\$ -	\$ -	\$ -	\$ 62,000
Total Expenditures	\$ 62,000	\$ -	\$ -	\$ -	\$ -	\$ 62,000

<u>Funding Source</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>Total</u>
Police Impact Fees	62,000	-	-	-	-	62,000
Total Expenditures	\$ 62,000	\$ -	\$ -	\$ -	\$ -	\$ 62,000

Estimated Operating Expenditures \$ - \$ - \$ 960 \$ 960 \$ 960 \$ 2,880

First year Motorola parts and labor warranty. Subsequent years Seminole County Radio Maintenance will charge \$960 per the current service contract.

Estimated Revenues \$ - \$ - \$ - \$ - \$ - \$ -



2018 CAPITAL IMPROVEMENT PROGRAM

Project Name: Automatic License Plate Reader

Contact: Jim Krzenski
 Department: Police Department
 Location: Police Department
 Type: New
 Useful Life: 10 years
 District: All Districts

5 Year (2013-2017) Historical Total	\$	-
2018-2022 Total	\$	12,500
CIP Project Total	\$	12,500

Description:

The Police Department has successfully used ALPR technology for the past five years. The mobile vehicle mounted ALPR cameras record a vehicles license plate and cross reference it with multiple law enforcement data bases, instantly providing the officer with information such as whether the vehicle has been reported stolen, whether there is an outstanding arrest warrant for the owner, as well as vehicle's traffic violation history and much more.

Justification:

Expansion of this technology will increase the Police Department's ability to identify vehicles driven by persons with outstanding traffic violations including expired driver's licenses as well as stolen vehicles and persons with outstanding arrest warrants. There is a high probability that the identification of these persons and the subsequent law enforcement actions taken will result in less traffic violations as well as violations of criminal laws. The expansion of the use of this technology will directly support an improvement in public safety.

<u>Expenditures</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>Total</u>
Automatic License Plate Reader	\$ 12,500	\$ -	\$ -	\$ -	\$ -	\$ 12,500
Total Expenditures	\$ 12,500	\$ -	\$ -	\$ -	\$ -	\$ 12,500

<u>Funding Source</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>Total</u>
Impact Fees	12,500	-	-	-	-	12,500
Total Expenditures	\$ 12,500	\$ -	\$ -	\$ -	\$ -	\$ 12,500

Estimated Operating Expenditures	\$	-	\$	-	\$	3,651	\$	3,651	\$	3,651	\$	10,953
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Operating costs after two year extended warranty

Estimated Revenues	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
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2018 CAPITAL IMPROVEMENT PROGRAM

Project Name: Vehicle Security Gun Boxes

Contact: Jim Krzenski
 Department: Police
 Location: Police Department
 Type: New Requirement
 Useful Life: Ten years
 District: All Districts

5 Year (2013-2017) Historical Total	\$	-
2018-2022 Total	\$	11,000
CIP Project Total	\$	11,000

Description:

Securely mounted rifle gunbox in 15 unmarked leased police vehicles for the purpose of securing the assigned officer's rifle.

Justification:

Failure to provide the appropriate level of security for the assigned rifles can result in theft of the rifle from the vehicle.

<u>Expenditures</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>Total</u>
Vehicle Security Gun Boxes	\$ 11,000	\$ -	\$ -	\$ -	\$ -	\$ 11,000
Total Expenditures	\$ 11,000	\$ -	\$ -	\$ -	\$ -	\$ 11,000

<u>Funding Source</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>Total</u>
Police Impact Fees	11,000	-	-	-	-	11,000
Total Expenditures	\$ 11,000	\$ -	\$ -	\$ -	\$ -	\$ 11,000

Estimated Operating Expenditures \$ - \$ - \$ - \$ - \$ - \$ -

No operating impact.

Estimated Revenues \$ - \$ - \$ - \$ - \$ - \$ -



2018 CAPITAL IMPROVEMENT PROGRAM

Project Name: Carpeting - Recreation Offices

Contact: Lisa Jones
 Department: Recreation
 Location: Recreation Office
 Type: Replacement
 Useful Life: 15 years
 District: District 1

5 Year (2013-2017) Historical Total	\$	-
2018-2022 Total	\$	19,080
CIP Project Total	\$	19,080

Description:

Replacement of carpets in the Recreation Division.

Justification:

The carpeting in the Recreation offices are extremely worn that it has become uneven and creates a tripping hazard for employees and or visitors.

<u>Expenditures</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>Total</u>
Carpeting - Recreation Offices	\$ 19,080	\$ -	\$ -	\$ -	\$ -	\$ 19,080
Total Expenditures	\$ 19,080	\$ -	\$ -	\$ -	\$ -	\$ 19,080

<u>Funding Source</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>Total</u>
Capital Replacement Fund 360	19,080	-	-	-	-	19,080
	\$ 19,080	\$ -	\$ -	\$ -	\$ -	\$ 19,080

Estimated Operating Expenditures	\$	-	\$	-	\$	-	\$	-	\$	-
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No operating impact.

Estimated Revenues	\$	-	\$	-	\$	-	\$	-	\$	-
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2018 CAPITAL IMPROVEMENT PROGRAM

Project Name: Gold Medal Lane Lines

Contact: Tony Ackerson
 Department: Recreation
 Location: Aquatic Center
 Type: New
 Useful Life: 5 years
 District:

5 Year (2013-2017) Historical Total	\$	-
2018-2022 Total	\$	11,485
CIP Project Total	\$	11,485

Description:

Twenty-two (22) Competitor brand "Gold Medal" lane lines with 6 inch discs, 75 feet length.

Justification:

The lane lines are plastic discs, strung on a length of nylon-coated cable. These lines are used to divide the swimming area into lanes for lap swimming, although we also use them to divide the pool into recreational and lap swimming zones, and the formation of a floating water polo course boundary. They are an integral part of every municipal pool, and they also serve a safety purpose by allowing tired swimmers to have something to hold onto, should they become fatigued or cramped. The life of these lane lines is approximately 5-7 years, at which point they begin a deterioration process. When they deteriorate, they become brittle and can form jagged edges. This obviously can present a danger to bathers, in terms of cuts and lacerations.

<u>Expenditures</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>Total</u>
Gold Medal Lane Lines	\$ 11,485	\$ -	\$ -	\$ -	\$ -	\$ 11,485
Total Expenditures	\$ 11,485	\$ -	\$ -	\$ -	\$ -	\$ 11,485

<u>Funding Source</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>Total</u>
Recreation Impact Fees	11,485	-	-	-	-	11,485
Total Expenditures	\$ 11,485	\$ -	\$ -	\$ -	\$ -	\$ 11,485

Estimated Operating Expenditures \$ - \$ - \$ - \$ - \$ - \$ -

No operating impact.

Estimated Revenues \$ - \$ - \$ - \$ - \$ - \$ -



2018 CAPITAL IMPROVEMENT PROGRAM

Project Name: **Security Camera @ Civic CTR**

Contact: Alvarise James

Department: Recreation

Location: 401 E. Seminole Blvd

Type: New

Useful Life: 10 years

District: District 1

5 Year (2013-2017) Historical Total	\$	-
2018-2022 Total	\$	10,600
CIP Project Total	\$	10,600

Description:

Pan zoom camera, turns 180 degrees

Justification:

The camera is needed to monitor the surrounding space to act as a deterrent to criminal activity and proof thereof.

<u>Expenditures</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>Total</u>
Security Camera @ Civic CTR	\$ 10,600	\$ -	\$ -	\$ -	\$ -	10,600
Total Expenditures	\$ 10,600	\$ -	\$ -	\$ -	\$ -	10,600

<u>Funding Source</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>Total</u>
Recreation Impact Fees	10,600	-	-	-	-	10,600
Total Expenditures	\$ 10,600	\$ -	\$ -	\$ -	\$ -	10,600

Estimated Operating Expenditures \$ - \$ - \$ - \$ - \$ - \$ -

Estimated Revenues \$ - \$ - \$ - \$ - \$ - \$ -



2018 CAPITAL IMPROVEMENT PROGRAM

Project Name: **Passenger Golf Carts**

Contact: Eric Griffin
 Department: Recreation
 Location: Derby Park
 Type: New
 Useful Life: 10 years
 District: District 4

5 Year (2013-2017) Historical Total	\$	-
2018-2022 Total	\$	8,240
CIP Project Total	\$	8,240

Description:

Eight (8) passenger electric golf cart-rebuilt.

Justification:

The soap box derby program transports the derby cars and competitors to the top of the Derby Park track for their competition races down the hill. Typically about 200 to 250 round trips are made per race day. The electric golf carts are more economical to operate than the currently used full size pick up trucks. Golf carts will provide greater safety and also comfort for the passengers on each trip.

<u>Expenditures</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>Total</u>
Passenger Golf Carts	\$ 8,240					\$ 8,240
Total Expenditures	\$ 8,240	\$ -	\$ -	\$ -	\$ -	\$ 8,240

<u>Funding Source</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>Total</u>
Recreation Impact Fees	8,240	-	-	-	-	8,240
Total Expenditures	\$ 8,240	\$ -	\$ -	\$ -	\$ -	\$ 8,240

Estimated Operating Expenditures \$ - \$ - \$ - \$ - \$ - \$ -

Normal maintenance.

Estimated Revenues \$ - \$ - \$ - \$ - \$ - \$ -



Project # _____ New _____

2018 CAPITAL IMPROVEMENT PROGRAM

Project Name: **Sanford Marina Breakwater Walls**

Contact: Russell Sheibenberger
 Department: Public Works Stormwater Division
 Location: Sanford Marina Basins
 Type: New
 Useful Life: 50 years
 District:

5 Year (2013-2017) Historical Total	\$	-
2018-2022 Total	\$	500,000
CIP Project Total	\$	500,000

Description:

Replacement of the 50 year old wooden breakwater walls located in the east and west basin of the Sanford Marina. This design-build project will consist of concrete piles and aluminum interlocking sheets approx. 330 LF in length.

Justification:

Currently, these 50 year old wooden walls are not reparable and must be replaced. These walls protect all the boats and boating facilities and infrastructures of the Sanford Marina.

<u>Expenditures</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>Total</u>
Sanford Marina Breakwater Walls	\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ 500,000
Total Expenditures	\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ 500,000

<u>Funding Source</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>Total</u>
Land & Water Conservation Fund	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ 200,000
Seminole County Boater Imp. Funds	\$ 50,000					\$ 50,000
Stormwater Fund	250,000	-	-	-	-	250,000
Total Expenditures	\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ 500,000

Estimated Operating Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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No operating impact.

Estimated Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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2018 CAPITAL IMPROVEMENT PROGRAM

Project Name: Equipment

Contact: Robert Beall
 Department: Public Works - Parks and Grounds
 Location: 6th St Shop & Parks II
 Type: Replacement
 Useful Life: 3-10 years
 District:

5 Year (2013-2017) Historical Total	\$	-
2018-2022 Total	\$	262,000
CIP Project Total	\$	262,000

Description:

Replace one 2003 hustler 72" mower, two 61" scag mowers, one 2005 fertilizer sprayer (Z-Sprayer), one skid mounted sprayer w/motor and tank, and one John Deere utility vehicle with spray rig.

Justification:

The mowers are 9-10 years old, in need of complete over haul and not cost effective to keep repairing them. The z-sprayer and the skid mounted sprayer are over 12 years old, have been repaired numerous times, they are no longer reliable and not cost effective to repair. The utility vehicle is over 10 years old, not dependable and hard to keep running.

<u>Expenditures</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>Total</u>
Equipment	\$ 62,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 262,000
Total Expenditures	\$ 62,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 262,000

<u>Funding Source</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>Total</u>
Capital Equipment Replacement Fund	62,000	50,000	50,000	50,000	50,000	262,000
Total Expenditures	\$ 62,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 262,000

Estimated Operating Expenditures \$ 3,800 \$ 3,800 \$ 3,800 \$ 3,800 \$ 3,800 \$ 19,000

Maintenance and fuel.

Estimated Revenues \$ - \$ - \$ - \$ - \$ - \$ -



Project # PW1401

2018 CAPITAL IMPROVEMENT PROGRAM

Project Name: **Alleway Improvement Program**

Contact:
 Department: PW - Streets
 Location: Citywide
 Type: New
 Useful Life: 20 years
 District: All Districts

5 Year (2013-2017) Historical Total	\$	448,426
2018-2022 Total	\$	920,000
CIP Project Total	\$	1,368,426

Description:

Cutting back vegetation and base reconstruction of the alleys throughout the City. Also, adding/replacing alley aprons and applying sealant.

Justification:

Preventative maintenance for alleways where garbage is collected. Making safer access for garbage trucks and residents.

<u>Expenditures</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>Total</u>
Alleway Improvement Program	\$ 184,000	\$ 184,000	\$ 184,000	\$ 184,000	\$ 184,000	\$ 920,000
Total	\$ 184,000	\$ 920,000				

<u>Funding Source</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>Total</u>
Transfer from Solid Waste Fund (401)	\$ 184,000	\$ 184,000	\$ 184,000	\$ 184,000	\$ 184,000	\$ 920,000
Total	\$ 184,000	\$ 920,000				

Estimated Operating Expenditures	\$	-	\$	-	\$	-	\$	-	\$	-
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No impact on operating expenses

Estimated Revenues	\$	-	\$	-	\$	-	\$	-	\$	-
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2018 CAPITAL IMPROVEMENT PROGRAM

Project Name: **Equipment**

Contact: Bill Getman

Department: PW - Fleet

Location: Fleet Maintenance

Type: New

Useful Life: 10 years

District:

5 Year (2013-2017) Historical Total \$ 109,063

2018-2022 Total \$ 7,987

CIP Project Total \$ 117,050

Description:

2006 Port a-cool PAC2K3635 Portable Fans (2 each @ \$2,700 each), and an emissions analyzer (EVAP Smoke Machine \$2,587).

Justification:

The current equipment (2006 portable fans) is outdated and constant repairs exceeds the value of the equipment. The emissions analyzer will help keeping repairs in house instead of outsourcing.

Expenditures

	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>Total</u>
Equipment	\$ 7,987	\$ -	\$ -	\$ -	\$ -	7,987
Total	\$ 7,987	\$ -	\$ -	\$ -	\$ -	7,987

Funding Source

	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>Total</u>
Capital Fund	7,987	-	-	-	-	7,987
Total	\$ 7,987	\$ -	\$ -	\$ -	\$ -	7,987

Estimated Operating Expenditures

\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
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No impact on operating expenses

Estimated Revenues

\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
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2018 CAPITAL IMPROVEMENT PROGRAM

Project Name: **Pickup Truck Replacement**

Contact: Jim Beard

Department: PW - Facilities

Location: Facilities Maintenance Division

Type: Replacement

Useful Life: 10 Years

District:

5 Year (2013-2017) Historical Total	\$	-
2018-2022 Total	\$	38,000
CIP Project Total	\$	38,000

Description:

Replacement of Vehicle #128.

Justification:

Vehicle #128 is 11 years old and it has more than 122,000 miles, which meets the criteria for replacement.

<u>Expenditures</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>Total</u>
Pickup Truck Replacement	\$ 38,000	\$ -	\$ -	\$ -	\$ -	\$ 38,000
Total Expenditures	\$ 38,000	\$ -	\$ -	\$ -	\$ -	\$ 38,000

<u>Funding Source</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>Total</u>
Capital Equipment Replacement Fund	38,000	-	-	-	-	38,000
Total Expenditures	\$ 38,000	\$ -	\$ -	\$ -	\$ -	\$ 38,000

Estimated Operating Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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Normal maintenance and fuel.

Estimated Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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Project # _____ New _____

2018 CAPITAL IMPROVEMENT PROGRAM

Project Name: Breakroom and Bathroom Refurb

Contact: Jim Beard
 Department: PW - Facilities
 Location: 800 W Fulton Street
 Type: Replacement
 Useful Life: 15 - 20Years
 District:

5 Year (2013-2017) Historical Total	\$	-
2018-2022 Total	\$	20,000
CIP Project Total	\$	20,000

Description:

This project includes refurbishment of the breakroom for the Streets and Stormwater Division. The breakroom needs the replacing of ceiling grid and tiles, the paneling, floor tiles, and installation of a new sink and countertops.

Justification:

The current breakroom is over 40 years old, has no sink or counter space only tables and chairs which have been salvaged from the trash. The grid is rusty, the walls are dry rotted and the floor tiles are worn or missing.

<u>Expenditures</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>Total</u>
Breakroom and Bathroom Refurb	\$ 20,000	\$ -	\$ -	\$ -	\$ -	20,000
Total Expenditures	\$ 20,000	\$ -	\$ -	\$ -	\$ -	20,000

<u>Funding Source</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>Total</u>
Capital Equipment Replacement Fund	20,000	-	-	-	-	20,000
Total Expenditures	\$ 20,000	\$ -	\$ -	\$ -	\$ -	20,000

Estimated Operating Expenditures \$ - \$ - \$ - \$ - \$ - \$ -

No operating impact.

Estimated Revenues \$ - \$ - \$ - \$ - \$ - \$ -



Project # RS0708

2018 CAPITAL IMPROVEMENT PROGRAM

Project Name: **Street Rehabilitation Program**

Contact: Jeff Davis
 Department: Public Works
 Location: Citywide
 Type: New
 Useful Life: 10-15 Years
 District: All Districts

5 Year (2013-2017) Historical Total \$ 4,147,896
 2018-2022 Total \$ 2,756,245
CIP Project Total \$ 6,904,141

Description:

Citywide on going road rehabilitation program.

Justification:

Ensure quality and driveability of our roadways.

<u>Expenditures</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>Total</u>
Street Rehabilitation Program	\$ 684,965	\$ 495,092	\$ 509,945	\$ 525,243	\$ 541,000	\$ 2,756,245
Total	\$ 684,965	\$ 495,092	\$ 509,945	\$ 525,243	\$ 541,000	\$ 2,756,245

<u>Funding Source</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>Total</u>
Local Gas Option Tax	\$ 684,965	\$ 495,092	\$ 509,945	\$ 525,243	\$ 541,000	\$ 2,756,245
Total	\$ 684,965	\$ 495,092	\$ 509,945	\$ 525,243	\$ 541,000	\$ 2,756,245

Estimated Operating Expenditures \$ - \$ - \$ - \$ - \$ - \$ -

No operating impact.

Estimated Revenues \$ - \$ - \$ - \$ - \$ - \$ -



2018 CAPITAL IMPROVEMENT PROGRAM

Project Name: **Vehicle Replacement**

Contact:

Department: Fire - Building

Location: Building Division

Type: New

Useful Life: 10 Years

District:

5 Year (2013-2017) Historical Total	\$	-
2018-2022 Total	\$	57,000
CIP Project Total	\$	57,000

Description:

Vehicle # 147 2007 Chevrolet Colorado and Vehicle #144 2006 Ford Taurus need to be replaced.

Justification:

Vehicle #147 was previously scheduled to be replaced in 2019, but it already has 120,875 miles and is over ten years old. Vehicle # 144 was originally proposed to be replaced in 2018. Both vehicles meet all of the requirements to be replaced.

<u>Expenditures</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>Total</u>
Vehicle Replacement	\$ 57,000	\$ -	\$ -	\$ -	\$ -	57,000
Total Expenditures	\$ 57,000	\$ -	\$ -	\$ -	\$ -	57,000

<u>Funding Source</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>Total</u>
Building Fund 135	57,000	-	-	-	-	57,000
Total Expenditures	\$ 57,000	\$ -	\$ -	\$ -	\$ -	57,000

Estimated Operating Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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Normal maintenance and fuel.

Estimated Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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Project # RS1303

2018 CAPITAL IMPROVEMENT PROGRAM

Project Name: 17/92 Beautification Project

Contact: Jeff Davis
 Department: Public Works
 Location: Citywide
 Type: New
 Useful Life: 30+ Years
 District: All Districts

5 Year (2013-2017) Historical Total	\$	24
2018-2022 Total	\$	1,000,000
CIP Project Total	\$	1,000,024

Description:

Beautification of the 17/92 corridor from 1st Street to Park Drive with new sidewalks, curbs and some brick work in the intersections, along with new LED Lighting with decorative antique style poles.

Justification:

The main project has been funded through the 17/92 CRA and this would be for any additional work above the Grant Funds.

<u>Expenditures</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>Total</u>
17/92 Beautification Project	\$ 1,000,000	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000
Total Expenditures	\$ 1,000,000	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000

<u>Funding Source</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>Total</u>
3rd Generation Sales Tax	1,000,000	-	-	-	-	1,000,000
Total Expenditures	\$ 1,000,000	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000

Estimated Operating Expenditures \$ - \$ - \$ - \$ - \$ - \$ -

No operating impact.

Estimated Revenues \$ - \$ - \$ - \$ - \$ - \$ -



Project # PW1406

2018 CAPITAL IMPROVEMENT PROGRAM

Project Name: Riverwalk Phase III

Contact: Jeff Davis
 Department: Public Works
 Location: Seminole Blvd (Hospital to I-4)
 Type: New
 Useful Life: 30 Years
 District: District 2

5 Year (2013-2017) Historical Total	\$	1,926,803
2018-2022 Total	\$	1,000,000
CIP Project Total	\$	2,926,803

Description:

This is the 3rd Phase of the Riverwalk Extension from the hospital entrance west to I-4. This project will continue the Riverwalk from Mangoustine Avenue along the lakefront to the park at the 17-92 bridge.

Justification:

Funding for this project has already been set aside. These funds are for additional items that may arise during the construction phase of this project.

<u>Expenditures</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>Total</u>
Riverwalk Phase III	\$ 1,000,000	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000
Total Expenditures	\$ 1,000,000	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000

<u>Funding Source</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>Total</u>
3rd Gen	1,000,000	-	-	-	-	1,000,000
Total Expenditures	\$ 1,000,000	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000

Estimated Operating Expenditures \$ - \$ - \$ - \$ - \$ - \$ -

No operating impact.

Estimated Revenues \$ - \$ - \$ - \$ - \$ - \$ -



2018 CAPITAL IMPROVEMENT PROGRAM

Project Name: **Road Rehabilitation Project**

Contact: Jeff Davis
 Department: Public Works
 Location: Citywide
 Type: New
 Useful Life: 20 Years
 District: All Districts

5 Year (2013-2017) Historical Total	\$	-
2018-2022 Total	\$	600,000
CIP Project Total	\$	600,000

Description:

Road rehabilitation to include asphalt and concrete services on roads within the City limits.

Justification:

Rehabilitate our roadway network citywide.

<u>Expenditures</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>Total</u>
Road Rehabilitation Project	\$ 600,000	\$ -	\$ -	\$ -	\$ -	600,000
Total Expenditures	\$ 600,000	\$ -	\$ -	\$ -	\$ -	600,000

<u>Funding Source</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>Total</u>
3rd Generation Sales Tax	600,000	-	-	-	-	600,000
Total Expenditures	\$ 600,000	\$ -	\$ -	\$ -	\$ -	600,000

Estimated Operating Expenditures \$ - \$ - \$ - \$ - \$ - \$ -

No operating impact.

Estimated Revenues \$ - \$ - \$ - \$ - \$ - \$ -



Project # RS1605

2018 CAPITAL IMPROVEMENT PROGRAM

Project Name: **Sidewalks (New & Repair/Replace)**

Contact: Jeff Davis
 Department: Public Works
 Location: Citywide
 Type: New
 Useful Life: 30 Years
 District: All Districts

5 Year (2013-2017) Historical Total	\$	409,362
2018-2022 Total	\$	400,000
CIP Project Total	\$	809,362

Description:

To install new sidewalks or repair sidewalks that have been damaged Citywide.

Justification:

Making safer walkways for the citizens and repairing broken sidewalks to prevent trip and fall hazards.

<u>Expenditures</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>Total</u>
Sidewalks (New & Repair/Replace)	\$ 400,000	\$ -	\$ -	\$ -	\$ -	400,000
Total Expenditures	\$ 400,000	\$ -	\$ -	\$ -	\$ -	400,000

<u>Funding Source</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>Total</u>
3rd Generation Sales Tax	400,000	-	-	-	-	400,000
Total Expenditures	\$ 400,000	\$ -	\$ -	\$ -	\$ -	400,000

Estimated Operating Expenditures \$ - \$ - \$ - \$ - \$ - \$ -

No operating impact.

Estimated Revenues \$ - \$ - \$ - \$ - \$ - \$ -



Project # ST0902

2018 CAPITAL IMPROVEMENT PROGRAM

Project Name: **Pipelining - Citywide**

Contact: Russ Sheibenberger
 Department: PW - Stormwater
 Location: Citywide
 Type: New
 Useful Life: 30 years
 District: All Districts

5 Year (2013-2017) Historical Total	\$	811,963
2018-2022 Total	\$	500,000
CIP Project Total	\$	1,311,963

Description:

Repair old and failing stormwater lines that can not be reached by conventional means due to the proximity of houses, garages and other shelters.

Justification:

If these storm lines were to fail the City would be held liable for the damages due to cave-ins to abutting properties & dwellings. This was also approved by the City Commission in January 2009 as part of the Stormwater Rate Study.

<u>Expenditures</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>Total</u>
Pipelining - Citywide	\$ 200,000	\$ 150,000	\$ 150,000	\$ -	\$ -	500,000
Total Expenditures	\$ 200,000	\$ 150,000	\$ 150,000	\$ -	\$ -	\$ 500,000

<u>Funding Source</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>Total</u>
Stormwater Fund	\$ 200,000	\$ 150,000	\$ 150,000	\$ -	\$ -	500,000
Total Expenditures	\$ 200,000	\$ 150,000	\$ 150,000	\$ -	\$ -	\$ 500,000

Estimated Operating Expenditures	\$	-	\$	-	\$	-	\$	-	\$	-
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No impact on operating expenses.

Estimated Revenues	\$	-	\$	-	\$	-	\$	-	\$	-
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Project # ST093

2018 CAPITAL IMPROVEMENT PROGRAM

Project Name: Secondary Drainage Improvement

Contact: Russ Sheibenberger
 Department: PW - Stormwater
 Location: Citywide
 Type: New
 Useful Life: 30 Years
 District: All Districts

5 Year (2013-2017) Historical Total	\$	412,896
2018-2022 Total	\$	1,250,000
CIP Project Total	\$	1,662,896

Description:

To provide secondary drainage projects to help with localized flooding citywide.

Justification:

This is part of the Stormwater Rate Study that was approved by the City Commission in January 2009.

<u>Expenditures</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>Total</u>
Secondary Drainage Improvement	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 1,250,000
Total	\$ 250,000	\$ 1,250,000				

<u>Funding Source</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>Total</u>
Stormwater Fund	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 1,250,000
Total	\$ 250,000	\$ 1,250,000				

Estimated Operating Expenditures	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
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No impact on operating expense.

Estimated Revenues	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
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Project # ST1301

2018 CAPITAL IMPROVEMENT PROGRAM

Project Name: **Lake Jessup-Lake Monroe Basin**

Contact: Russ Sheibenberger

Department: PW - Stormwater

Location: Citywide

Type: New

Useful Life:

District:

5 Year (2013-2017) Historical Total	\$	-
2018-2022 Total	\$	1,000,000
CIP Project Total	\$	1,000,000

Description:

Stormwater Control Infrastructure

Justification:

NPDES & TMDL are permits/programs enforced by the State of Florida in order to control the direct discharge of pollutants to waters of the State. These Department of Environmental Protection permits place limits on the amount of pollutants that may be discharged into the water of the State by each discharger. These limits are set at levels protective of both the aquatic life in the water which receive the discharge and protective of Human Health.

<u>Expenditures</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>Total</u>
Lake Jessup-Lake Monroe Basin	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 1,000,000
Total Expenditures	\$ 200,000	\$ 1,000,000				

<u>Funding Source</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>Total</u>
Stormwater Fund	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 1,000,000
Total Expenditures	\$ 200,000	\$ 1,000,000				

Estimated Operating Expenditures	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
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No impact on operating expense.

Estimated Revenues	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
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2018 CAPITAL IMPROVEMENT PROGRAM

Project Name: Pick Up Truck Replacement

Contact: Russ Sheibenberger
 Department: PW - Stormwater
 Location: Stormwater
 Type: New
 Useful Life: 10 Years
 District:

5 Year (2013-2017) Historical Total	\$	-
2018-2022 Total	\$	30,000
CIP Project Total	\$	30,000

Description:

Vehicle Replacement for #72 - Ford F250 Super Cab

Justification:

This vehicle is from 2001 and has 92,955 miles which meets the criteria for replacement.

<u>Expenditures</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>Total</u>
Pick Up Truck Replacement	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ 30,000
Total Expenditures	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ 30,000

<u>Funding Source</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>Total</u>
Stormwater Fund	30,000	-	-	-	-	30,000
Total Expenditures	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ 30,000

Estimated Operating Expenditures	\$	-	\$	-	\$	-	\$	-	\$	-
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Normal fuel and maintenance

Estimated Revenues	\$	-	\$	-	\$	-	\$	-	\$	-
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2018 CAPITAL IMPROVEMENT PROGRAM

Project Name: **Hydroseeder**

Contact: Russ Sheibenberger

Department: PW - Stormwater

Location: Stormwater

Type: New

Useful Life: 8-10 Years

District:

5 Year (2013-2017) Historical Total	\$	-
2018-2022 Total	\$	7,295
CIP Project Total	\$	7,295

Description:

Hydroseeder

Justification:

The Hydroseeder is needed to seed and mulch areas that have washed out along our ditches we repair. It is very labor intensive to spread the grass seed by hand. We can also use this to water the seed and any sod we install.

<u>Expenditures</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>Total</u>
Hydroseeder	\$ 7,295	\$ -	\$ -	\$ -	\$ -	\$ 7,295
Total Expenditures	\$ 7,295	\$ -	\$ -	\$ -	\$ -	\$ 7,295

<u>Funding Source</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>Total</u>
Stormwater Fund	\$ 7,295	\$ -	\$ -	\$ -	\$ -	\$ 7,295
Total Expenditures	\$ 7,295	\$ -	\$ -	\$ -	\$ -	\$ 7,295

Estimated Operating Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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No operating impact.

Estimated Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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2018 CAPITAL IMPROVEMENT PROGRAM

Project Name: **Vacon**

Contact: Russ Sheibenberger

Department: PW - Stormwater

Location: Stormwater

Type: New

Useful Life: 10 Years

District: All Districts

5 Year (2013-2017) Historical Total	\$	-
2018-2022 Total	\$	400,000
CIP Project Total	\$	400,000

Description:

Replacing Vacon Truck #89, 2005 Sterling

Justification:

2005 Streling Vacon with 455,000 combined miles and hours which meets the criteria for replacement. The vehicle is used to clean storm water pipes, baffle boxes and perform pipe repairs. All of these activities are required to meet our NPDES Requirements.

<u>Expenditures</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>Total</u>
Vacon	\$ 400,000	\$ -	\$ -	\$ -	\$ -	400,000
Total Expenditures	\$ 400,000	\$ -	\$ -	\$ -	\$ -	400,000

<u>Funding Source</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>Total</u>
Stormwater Fund	400,000	-	-	-	-	400,000
Total Expenditures	\$ 400,000	\$ -	\$ -	\$ -	\$ -	400,000

Estimated Operating Expenditures \$ - \$ - \$ - \$ - \$ - \$ -

Normal maintenance

Estimated Revenues \$ - \$ - \$ - \$ - \$ - \$ -



2018 CAPITAL IMPROVEMENT PROGRAM

Project Name: **Vehicle Replacement**

Contact: Russ Sheibenberger

Department: PW - Stormwater

Location: Stormwater

Type: New

Useful Life: 10 Years

District:

5 Year (2013-2017) Historical Total	\$	-
2018-2022 Total	\$	30,000
CIP Project Total	\$	30,000

Description:

New Vehicle - Chevy Colorado extended cab LT

Justification:

This is a new vehicle for the Stormwater Crew Leader.

<u>Expenditures</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>Total</u>
Vehicle Replacement	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ 30,000
Total Expenditures	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ 30,000

<u>Funding Source</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>Total</u>
Stormwater Fund	30,000	-	-	-	-	30,000
Total Expenditures	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ 30,000

Estimated Operating Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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Normal fuel and maintenance

Estimated Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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GLOSSARY

❖ GLOSSARY



Glossary

Accrual Basis - Accounting basis whereby revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows.

Activity - A specified and distinguishable line of work performed by a division.

Adopted Budget - The original budget as approved by City Commission at the beginning of the fiscal year.

Ad Valorem Taxes - Commonly referred to as property taxes, levied on both real and personal property, according to the property's valuation and tax rate.

Appropriation - An authorization made by the legislative body of a government, which permits officials to incur obligations and to make expenditures of governmental resources. Specific appropriations are usually made at the fund level and are granted for a one-year period.

Assets - Resources owned or held by the City, which have monetary value.

Balanced Budget - A budget adopted by the legislative body and authorized by ordinance where the proposed expenditures are equal to or less than the proposed resources.

Budget - A plan of financial operation, embodying an estimate of proposed means of financing it. The Budget "operating budget" is the financial plan adopted for a single fiscal year. The "proposed budget" designates the financial plan initially developed by departments and presented by the City Manager to the City Commission for approval. The "final budget" is the plan as modified and finally approved by that body. The approved budget is authorized by resolution and specifies the legal spending limits for the fiscal year.

Glossary

Budget Amendment - A legal procedure utilized by the City Staff and City Commission to revise a budget appropriation.

Budget Document - The compilation of the spending plans for the various funds, along with supporting schedules, tables and charts, which in total, comprises the annual revenue and expenditure plan.

Budget Message - A general discussion of the proposed budget presented in writing by the budget-making authority (City Manager) to the legislative body (City Commission).

Budgetary Control - The control or management of the organization in accordance with an approved budget for the purpose of keeping expenditures within the limitations of available appropriations and revenues.

Capital Budget - A plan of proposed capital outlays and the means of financing them for the current fiscal year.

Capital Improvement Program - A five-year plan for those expenditures anticipated within the City's capital improvement funds. It sets forth each project and its contemplated costs.

Current Taxes - Taxes that are levied and due within one year.

Encumbrances - Obligations in the form of purchase orders, contract or salary commitments, which are chargeable to an appropriation and for which a part of the appropriation is reserved. When paid, the encumbrance is liquidated.

Enterprise Fund - A fund established to account for operations that are financed and operated in a manner similar to private business enterprises-where the intent of the governing body is that the costs of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges.

Expenditures - The cost of goods received or services rendered whether cash payments have been made or encumbered.

Glossary

Fiscal Year - A twelve-month period designated as the operating year for accounting and budgeting purposes in an organization. The City's fiscal year runs from October 1 through September 30.

Five-Year Capital Plan - A plan for capital expenditures to be incurred each year over a five-year period to meet capital needs arising from the long-term work program or other capital needs. It sets forth each project or other contemplated expenditure in which the government is to have a part.

Fund - An accounting entity established to control receipt and disbursement of income from sources set aside to support specific activities or attain certain objectives. Each fund is treated as a distinct fiscal entity with a self-balancing set of accounts.

Fund Balance - Fund balance is the excess of assets over liabilities. Fund Balance does not necessarily mean funds available for expenditure. Fund Balance can be restricted, committed, or assigned. Only the unassigned balance over the minimum fund balance policy, which for City of Sanford is 25% is available for allocation for future year budgets. A negative fund balance is often referred to as a *deficit*.

Funding - Provides budgetary resources to cover the total cost of a program or project at the time it is undertaken.

GAAP - Generally Accepted Accounting Principles.

GASB - Governmental Accounting Standards Board.

GASB 34 - Governmental Accounting Standards Board Statement Number 34. This requires division of the City's assets into Governmental Activities, Business-Type Activities, and Component Units using the accrual basis of accounting.

General Fund - The fund used to account for all financial resources except those required to be accounted for in another fund. The General Fund is tax supported and is the general operating fund of the City.

Glossary

Grant - This is a financial award given by the state government, federal government, or other agency to support a particular program or activity. Grant proceeds are restricted to the use stipulated by the Grant Award. Misuse or misappropriation of Grant funds can impact the City for years to come.

Infrastructure - That portion of a City's assets located at or below ground level, including the water system, sewer system, and streets.

One-Time Expenditures - These are one-time expenditures authorized on a fiscal year basis for a specific purpose, and are not expected to be recurring costs as a part of normal operating expenditures.

Ongoing Expenditures - These expenditures are authorized as a part of the budget process for recurring/ongoing operational needs.

Operating Budget - Plans of current expenditures and the proposed means of financing them. The annual operating budget is the primary means by which most of the financing, acquisition, spending, and service delivery activities of the City are controlled.

Public Hearing - a noticed meeting (per statute and/or ordinance) relating to legal action by the City Commission; usually requires that the public must be heard before action is taken.

Revenue - These are amounts estimated to be received from taxes and other sources during the fiscal year.

Roll-Back Rate - The millage necessary to raise the same amount of Ad Valorem tax revenue as the previous year, excluding taxes for new construction.

Rollover - Any equipment, contractual, commodity, or capital project that has been previously approved by the City Commission but for various reasons has not been implemented on schedule.

Glossary

Taxable Value - The assessed value less homestead and other exemptions, if applicable.

Truth in Millage - The Florida Truth in Millage Act (TRIM) serves to formalize the property tax levying process by requiring a specific method of tax rate calculation, form of notice, public hearing requirements, and advertisement specifications prior to the adoption of a budget tax rate.