



CITY OF
SANFORD
FLORIDA

FINAL BUDGET 2020
FISCAL YEAR

October 1, 2019 – September 30, 2020
Prepared by the
Offices of the City Manager and Finance



CITY OF
SANFORD
FLORIDA

City of Sanford, Florida

2019/2020 BUDGET

OCTOBER 1, 2019 – SEPTEMBER 30, 2020

CITY COMMISSION

JEFF TRIPLETT, MAYORS
ART WOODRUFF, DISTRICT 1, VICE MAYOR
KERRY WIGGINS, SR., DISTRICT 2
PATRICK AUSTIN, DISTRICT 3
PATTY MAHANY, DISTRICT 4

CITY MANAGER

NORTON N. BONAPARTE, JR.

DEPUTY CITY MANAGER

THOMAS GEORGE

FINANCE DIRECTOR

CYNTHIA LINDSAY, CPA, CGFO



CITY OF
SANFORD
FLORIDA

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COMMUNITY PROFILE

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- ❖ STRATEGIC PLAN



CITY OF
SANFORD
FLORIDA



CITY OF **SANFORD** FLORIDA

OUR VISION

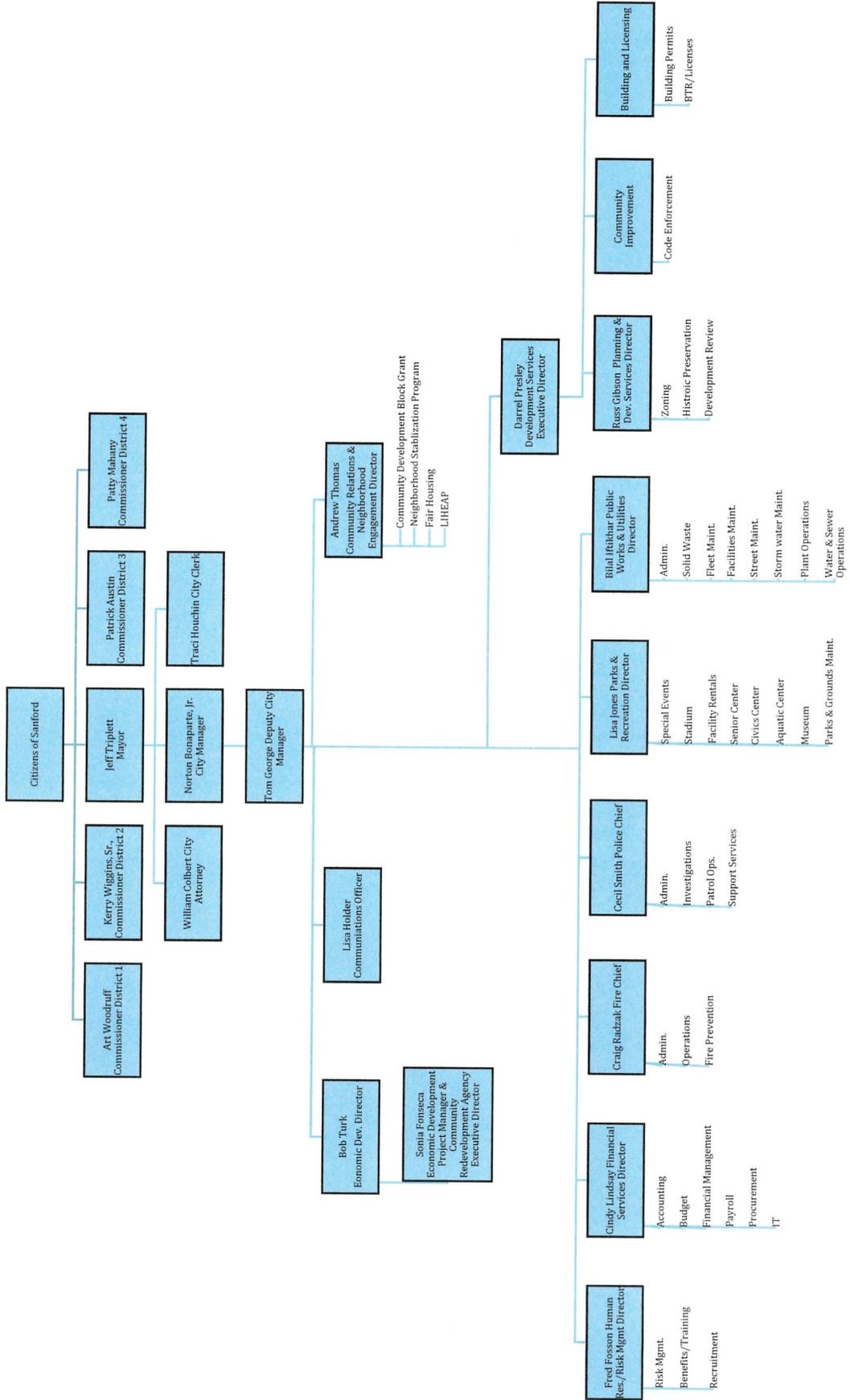
Sanford is a significant cultural and business hub for the Central Florida region. With its showcase waterfront, extensive transportation network, distinctive cultural corridor and historic downtown, Sanford is a vibrant and safe City in which people choose to live, work, raise a family, attend school,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

OUR MISSION

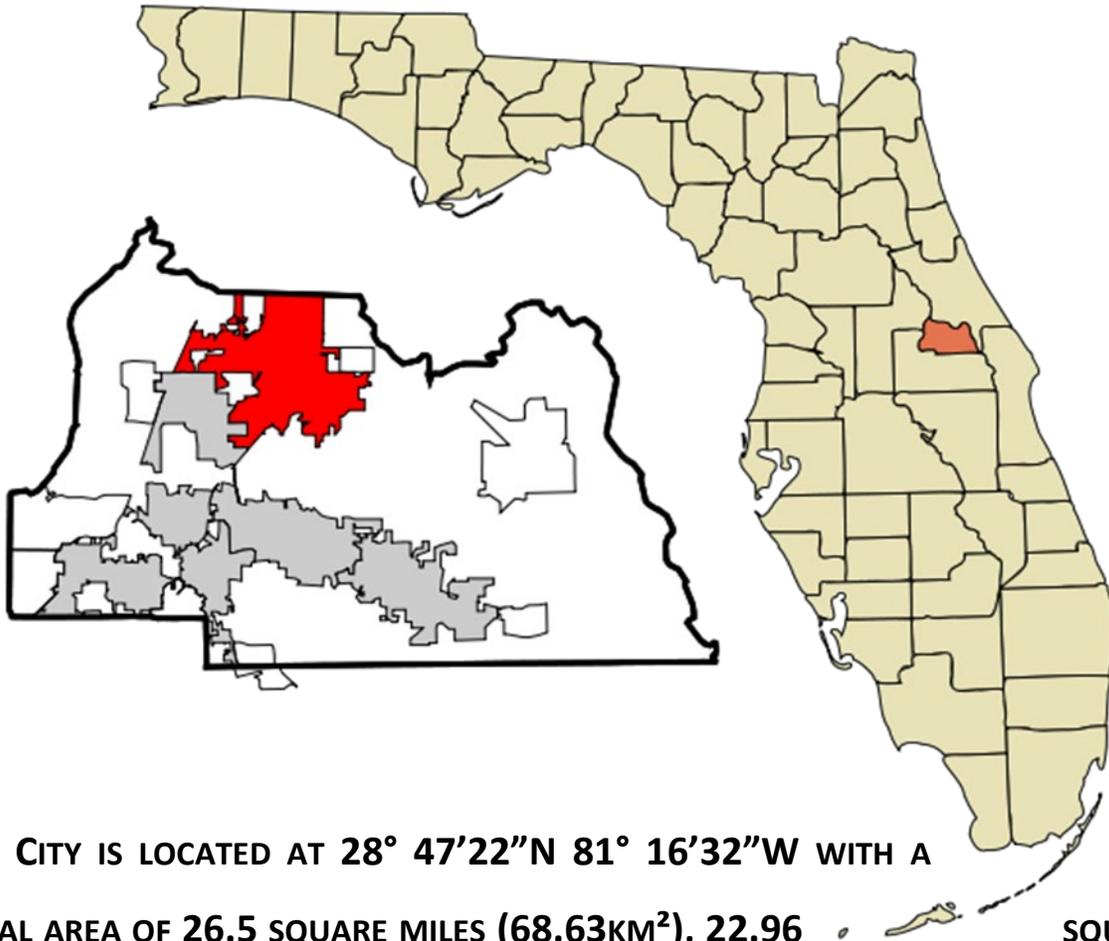
The City of Sanford is dedicated to the delivery of a high standard of service that cultivates a vibrant business and citizen partnership and fosters a well-connected, economically thriving community that celebrates its distinctive historical, natural, social and cultural character.



Organization Chart



CITY OF SANFORD LOCATION



THE CITY IS LOCATED AT $28^{\circ} 47'22''N$ $81^{\circ} 16'32''W$ WITH A
TOTAL AREA OF 26.5 SQUARE MILES (68.63KM^2), 22.96 SQUARE
MILES (59.47KM^2) OF LAND, AND 3.54 SQUARE MILES (9.17KM^2) 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 it was 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,

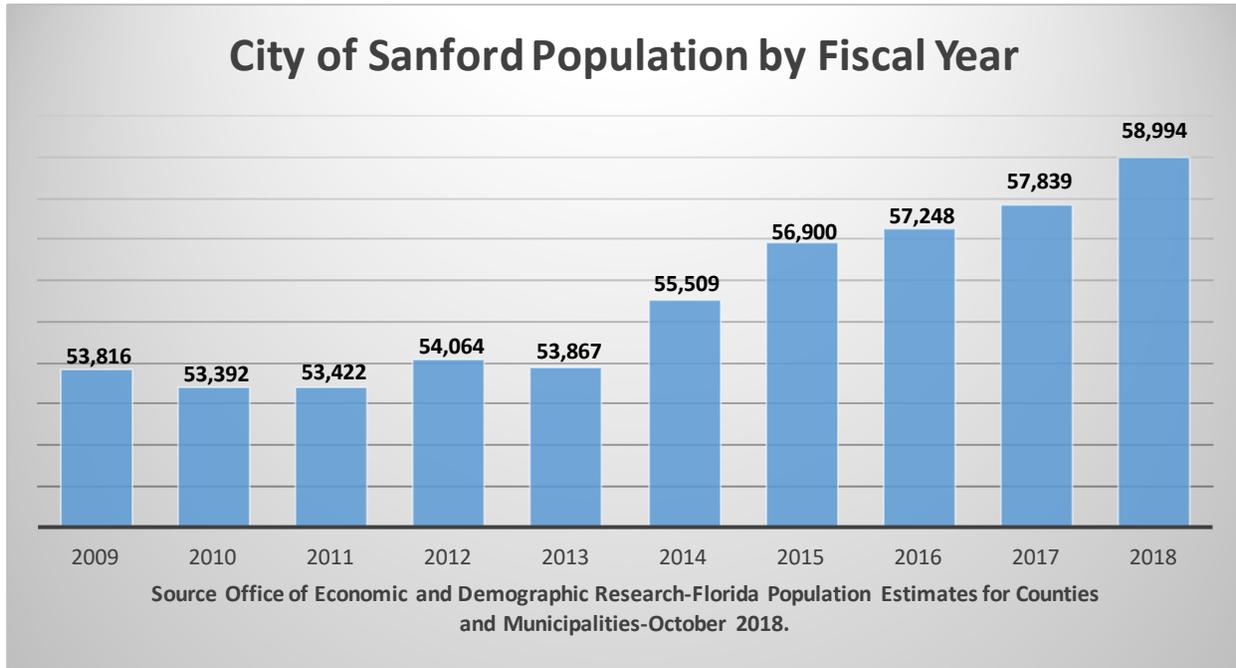
Crime Prevention and Community Policing Officers.

SANFORD DEMOGRAPHICS

Employer Name	Business Type	Employees
Orlando Sanford International Airport	Airport	4,000
Central Florida Regional Hospital	Medical	2,108
Seminole County Public Schools	Public Schools	1,766
Seminole State College	College	1,746
Seminole County Government	Government	1,522
Seminole County Sheriff	Government	1,257
Walmart Stores - Sanford	Retail	643
City of Sanford	Government	533
Benada Aluminum Products	Manufacturing	165
CPH Engineers	Engineering	126

Unemployment Rate	FY 2015	FY 2016	FY 2017	FY 2018
City of Sanford	5.0%	4.3%	3.0%	2.9%

SANFORD DEMOGRAPHICS



LARGEST LOCAL TAXPAYERS

Taxpayer Name	Taxable Value	Total Taxes
Seminole Town Center LP	59,068,547	432,677
Florida Power & Light Co.	58,895,644	431,411
Solstice Loop Holdings LLC	46,290,632	339,079
CRLP Twin Lakes LLC	40,118,960	293,871
Lakes Edge Apartments LLC	39,998,029	292,986
WRI Seminole II LLC	38,357,317	280,967
Solara Holdings - CJ LLC	36,001,112	263,708
Bre Piper MF Westlake FL LLC	31,491,641	230,676
Wal-Mart Stores East LP	30,728,192	225,084
Central Florida Regional Hospital	25,077,128	183,690

SANFORD CITY COMMISSION

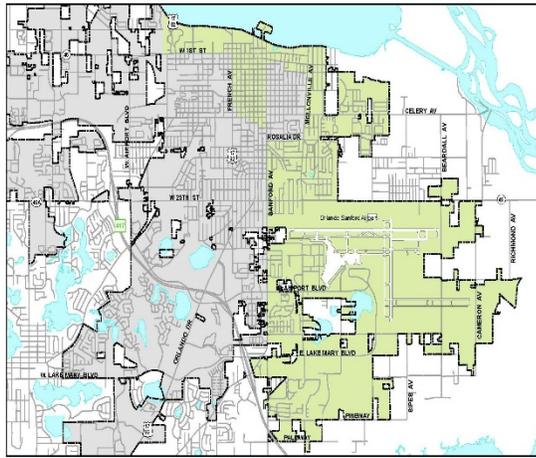
The City of Sanford operates with a Commission-Manager form of government. The City Commission is comprised of a Mayor, who is elected at large, and four Commission Members, one elected from each district. The Commission appoints the City Manager, City Attorney, and City Clerk, who work with direction 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: 2023

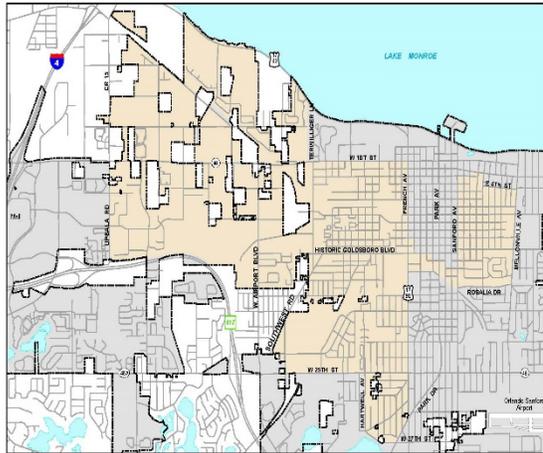


Jeff Triplett moved to Seminole County in 1992 after graduating from Missouri Southern State University. He has 20+ years in the financial services industry where he was responsible for multi-million dollar loan and deposit portfolios that consisted of small business and commercial real estate holdings throughout Central Florida.

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.



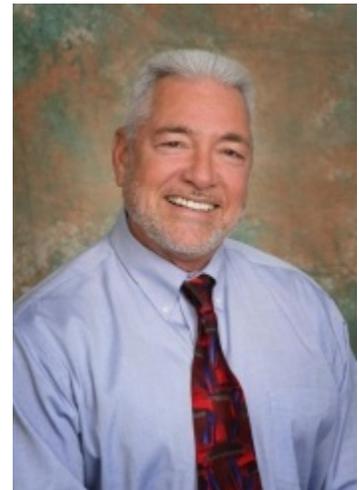
Vice Mayor, Art Woodruff, District 1
Elected: 2014
Current Term Expires: 2023



Kerry Wiggins, Sr., District 2
Elected: 2019
Current Term Expires: 2023



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 ensure 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. Johns 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.



CITY OF
SANFORD
FLORIDA

BUDGET MESSAGE

❖ CITY MANAGER'S MESSAGE



CITY OF
SANFORD
FLORIDA

September 30, 2019

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

In compliance with state law and the City Charter, we are submitting the 2019/2020 Budget. As required by Section 5.04 of the City Charter, the proposed budget for 2020 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 2019/2020 budget totals approximately \$137.9 million for all activities, including utility funds, capital projects, debt service and other special revenue funds. Total expenditures are increasing \$14,428,322, an increase of 11.68% from last year’s final budget. The increase is attributed to the General Fund increasing \$2,905,759, the Capital Projects Fund increasing \$2,036,983, the Enterprise Fund increasing \$10,317,487, the CRA Fund increasing \$95,506, and the Internal Service Funds increasing \$393,968 and offset decreases in the Special Revenue Funds of \$1,271,608 and the Debt Fund of \$49,773.

General Fund

By employing zero-based budgeting, the 2020 budget is balanced.

The final budget is with a millage rate at 7.325 mills. This represents a 6.18% 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 3% for possible wage adjustments for non-union employees. The budget also includes funds set aside for union employee raise adjustments.
- Capital – this proposal includes funding for various infrastructure and equipment needs of which funding from General Fund amounts to \$3,386,608. Please see the CIP plan under the Capital Improvement Plan Section for further details.

- Further changes in the final budget include:
 1. Increased costs for Repairs and Maintenance \$377,688.
 2. Increased costs for Operations supplies \$201,041.
 3. Increased costs for training and related costs \$47,174.
 4. Contractual Services \$112,272.

Property Tax Rate and Revenues

On June 20, the Seminole County Property Appraiser provided the required Certification of Value with a total current year taxable value for property in Sanford of \$3.5 billion. This was a 9.6% 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 6.8984%, compared to the current year's rate of 7.325 mills. The current millage rate of 7.325 will increase revenues by 9.2%. Since 2008, this is third year that the City's ad valorem tax revenue has exceeded the 2008 amount.

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.

Millage Rate Options	Two-thirds 4-1 or 4-0	Majority 3-2	Majority 3-2
Taxable Value	3,452,362,448	3,452,362,448	3,452,362,448
Roll-back Rate	6.6019	6.8984	6.8984
Rate Options	10	6.8984	7.325
Current Rate	7.325	7.325	7.325
Percent Increase(Decrease) over Rollback	0.5147	0.0000	0.0618
Property Tax Revenues at Rate Option	32,797,443	22,624,988	24,024,127
Property Tax Revenue at Roll-back Rate	22,624,988	22,624,988	22,624,988
Revenues at Rate Options vs. Rolled-back Rate	10,172,455	-	1,399,139

At the final millage rate of 7.325, on average, the single family homeowner will pay \$617.39 a year of \$51.45 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.

The Local Option Gas Tax Fund will provide about \$1.3 million for road work in 2019/2020. The Third Generation Sales Tax Fund will provide about \$3.9 million in new revenues for capital street projects.

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 2019/2020 the City's obligation to this agency will exceed \$1.5 million.

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 2020 budget is \$3,386,608 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 2020 are from the change in CPI index for water and sewer fees.

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 2020 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 from 2008 through 2019 have gone through seven years without merit raises and five years without COLA's while having many benefits reduced or eliminated. The final budget contains 3% raises for non-union employees. Additionally, the General Fund workforce has been reduced by approximately forty 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. 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 14% 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.

The City will maintain reserves that are adequate to protect against unforeseen events. In 2018 the City Commission voted a minimum operating reserve for the General Fund of 14% of expenditures. Our neighboring Cities have policies ranging from 15%, 19% and 25% while their actual reserves are 45%, 22%, 50%, 13%, 43%, and 71% while the City's actual reserves are currently at 22.72%.

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 3% in FY 2021 for a total revenue increase of \$1,436,921 and the following increases in expenditures are expected:

- Salary and Benefit Increases \$ 1,226,772
- Operational costs \$ 200,277

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 sixth year in a row after five consecutive years of decline. The City has approximately \$51.8 million dollars worth of asset repairs and replacements that must be addressed on average every 23 years. The past ten 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
Director of Finance

BUDGET OVERVIEW

❖ BUDGET PROCESS

❖ BUDGET CALENDAR

❖ UNDERSTANDING THE BUDGET DOCUMENT

❖ MAJOR REVENUE SOURCES

❖ FINANCIAL STRUCTURE

❖ FINANCIAL POLICIES



CITY OF
SANFORD
FLORIDA

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 cause 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 2019-2020		
DATE	ACTIVITY	PARTICIPANTS
February 11	Distribute Budget Materials/Training Session	Department Directors Division Managers Finance Manager
February 28	Submit updated CIP Budgets to Finance	Department Directors Division Managers
March 15	Submit Budget Request to Finance	Department Directors Division Managers
March 25	Finance reviews Budget Requests and returns with questions to Departments	Finance Manager
April 8	Departments return Budget Requests with all questions answered to Finance	Department Directors Division Managers
April 15	Health, Liability, Property and Workers Compensation Insurance Cost Estimates Due	Finance Director Human Resources Director
April 15 – April 25	Departments & Finance Budget Review Meetings	Finance Director Finance Manager Department Directors Division Managers
April 29 - May 09	Budget Review Meetings	City Manager Deputy City Manager Finance Director Finance Manager Department Directors Division Managers
June 3	Preliminary estimate of taxable value submitted to City	Property Appraiser
June 14	Draft of Proposed Budget to City Manager	Finance City Manager
June 28	Proposed Budget submitted to Commission	City Manager
July 1	Certification of Taxable Value submitted to City	Property Appraiser

BUDGET CALENDAR

FY 2019-2020

DATE	ACTIVITY	PARTICIPANTS
July 10	Budget Workshop	City Commission City Manager Deputy City Manager Department Directors Division Managers
July 17	Budget Workshop (2nd day)	City Commission City Manager Deputy City Manager Department Directors Division Managers
July 22	Last Regular Meeting to approve tentative millage rate and hearing schedule.	City Commission City Manager
Not later than August 2	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 9	Final Changes to budget completed	City Manager Finance Director
Not later than August 23	Mailing of Notice of Proposed Property Taxes (TRIM notice)	Property Appraiser
September 9	First Public Hearing to adopt proposed millage rates and budget	City Commission City Manager Finance Director
September 19	Newspaper advertisement of Second Public Hearing and Budget Summary Statement	Finance Director
September 23	Second and Final Public Hearing to adopt final millage rates and budget	City Commission City Manager Finance Director
Not Later Than September 25	Submission of approved millage resolution and budget to Property Appraiser, Tax Collector and Florida Department of Revenue	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 2019-20 budget is based on an operating millage of 7.325. Anticipated collection of Ad Valorem Taxes (Property Taxes) revenues for the General Fund in FY19-20 is \$23,145,197, which represents approximately 46% 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 \$1,997,671 for fiscal year 2019-20, 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 \$5,878,518 for fiscal year 2019-20; which represents \$4,865,715 for electricity, \$800,203 for water, \$124,386 for gas, and \$88,214 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 \$4,983,582 for fiscal year 2019-20; 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 \$816,594 for fiscal year 19-20, 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 \$6,827,469 for fiscal year 2019-20; this represents \$2,304,862 for State Revenue Sharing, \$12,971 for Mobile Home Licenses Tax, \$55,356 for Alcoholic Beverage License Tax, \$4,166,348 for Half-Cent Sales Tax, \$37,103 for Occupational Licenses, \$23,055 for Firefighters Supplemental Compensation Fund \$23,720 for Other Transportation, and \$198,261 in federal and state grants. 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 2019-20, charges for service fees are estimated at \$3,373,778, 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 \$2,445,932 for fiscal 19-20, 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 2019-20, Fines and Forfeitures are estimated at \$149,733, which represents less than 1% of General Fund revenues.

Rents and Royalties – Marina Motel Lease Rent, Marina Docks Lease Rent, One Harbor LP Lease Rent and other leases. For fiscal year 2019-20, Rents and Royalties are estimated at \$59,042, 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 2019-20, Miscellaneous Revenues are estimated at \$300,026, 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 2019-20, Water and Wastewater Revenues are estimated at \$26,788,138, which represents approximately 65% of Enterprise Funds revenues.

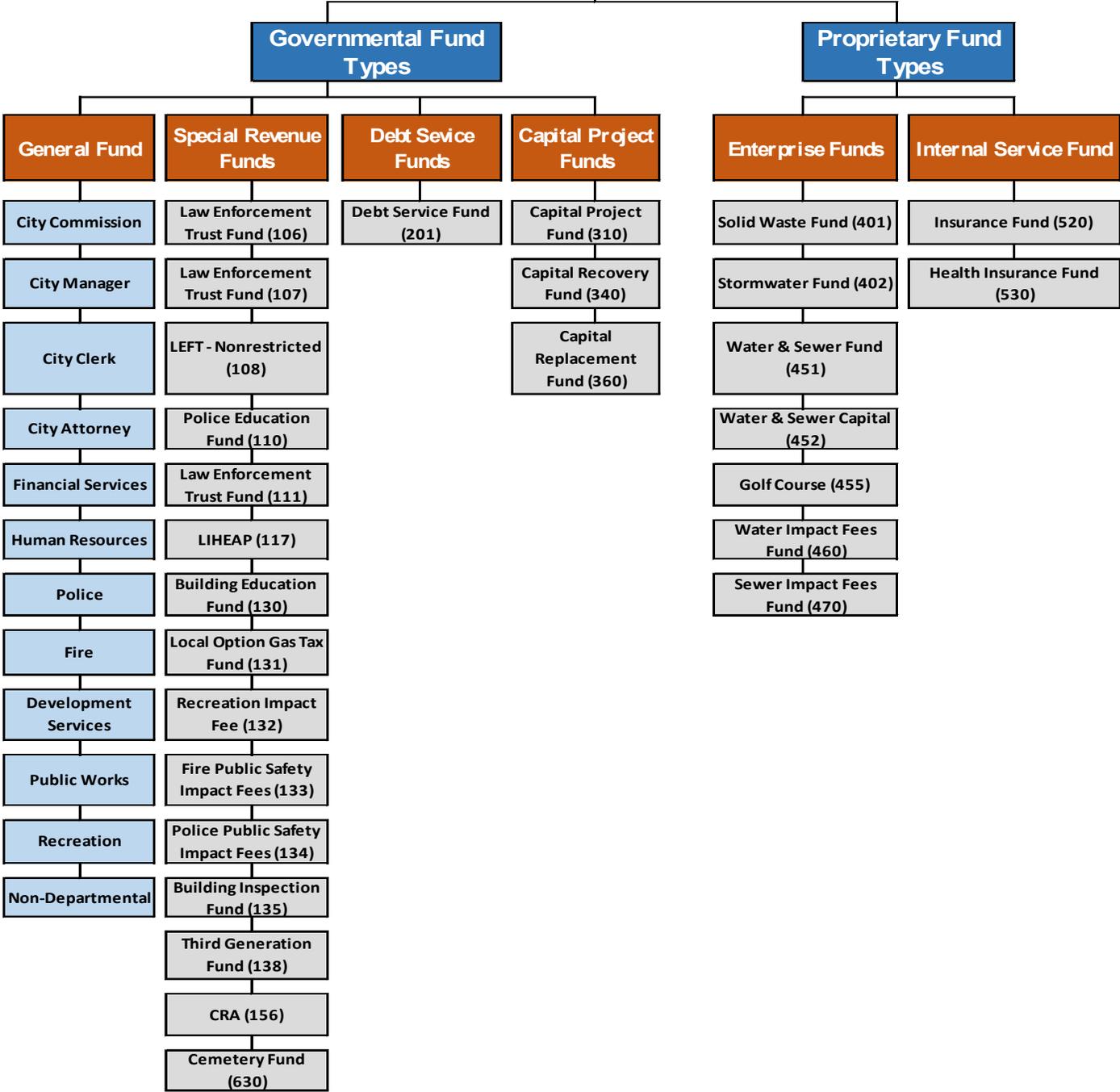
Water and Wastewater Impact Fees – Impact Fees are collected for commercial and residential developments. For fiscal year 2019-20, Water Impact Fees Revenues are estimated at \$550,000, and Wastewater Impact Fees Revenues are estimated at \$1,255,182. Both represents approximately 4% of the total Enterprise Funds revenues.

Stormwater Fees - Stormwater activities are derived from fees through Stormwater Utility fees. For fiscal year 2019-20, Stormwater Fees are estimated at \$6,044,240, which represents approximately 15% 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 2019-20, Solid Waste Fees are estimated at \$6,341,618, which represents approximately 15% of Enterprise funds revenues.

Financial Structure

City of Sanford Fund 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:

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.

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.

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.

FINANCIAL POLICIES

This section describes the major financial policies that affect the City's long term financial planning and budgeting processes. The City's financial policies serve to match fluctuating spending needs with available resources. The annual budget is prepared as a balanced budget, with total revenues and other financing sources equaling total expenditures/expenses and other financing uses for each fund. Any shortfalls of current revenue sources matched against anticipated expenditures are supplemented with a reduction in existing fund balance.

The use of fund balance to balance a fund's budget makes a fund balance reserve policy an important planning and budget tool. Large scale capital project spending needs and fluctuating interest rates make debt management a closely watched financial policy issue. Investing the City's financial resources so that the fund's values keep pace with rising costs is aggressively administered.

Operating Policies - To adequately safeguard the assets held in public trust, the City will develop and maintain accounting and budgetary control systems.

The City will limit current expenditures to match against current anticipated revenues. The City will avoid balancing current operating expenditures with borrowed revenues.

The City will provide for adequate maintenance of capital, plant and equipment and for their orderly replacement.

The City will balance its budget year so that each fund's anticipated revenues equal the anticipated expenditures. Utilization of existing fund balance as a revenue source to meet current needs will be monitored.

The City will monitor budget to actual activity to ensure compliance with budgetary policy.

The City will annually prepare a Five-year Forecast for the General Fund. The forecast will include estimated operating costs, revenues, and future capital improvements.

The Water and Sewer Fund will cause a Utility Rate Study to be performed every three to five years in which estimated operating costs will be identified.

Revenue Policies - The City shall maintain, as permitted by State law, a diversified revenue base to offset the effects of short-term fluctuations in any one revenue source and reduce reliance on any one revenue source.

The City shall estimate its annual revenues as part of the budgetary process through a conservative, objective and analytical process.

It will review and evaluate new revenue sources to fund operating expenditures consistent with City Commission goals and objectives.

The City shall establish all user charges and fees to recover all or a portion of the cost of providing a service.

The City shall review user fees/charges periodically to ensure they are fair and equitable to all users.

Annual transfers from the Water and Sewer Utility Fund, Stormwater Fund, Building Safety Fund, and Solid Waste Fund to the General Fund are based on FTE's, budgeted expenditures, fleet value, and building value as appropriate.

The Water and Sewer Fund shall establish utility rates sufficient to support the revenue requirements of the short and long-term anticipated operating and renewal and replacement costs of the utility system, consistent with the goals and objectives of the City.

The Water and Sewer Fund will transfer to the Renewal and Replacement Fund an amount equal to the anticipated capital expenditures for renewal and replacement each year.

The Water and Sewer Capital Improvement Fund shall capture impact fees charged to developers for funding infrastructure expansion and related expenditure in accordance with Florida Statutes Sec. 163.31801.

Fund Balance Policy - The City has established a Fund Balance Policy in accordance with Governmental Accounting Standards Board Statement No. 54. Fund Balances have been designated as non-spendable, restricted, committed, assigned and unassigned fund amounts. Actual fund balances and classifications are determined annually in the preparation of the Comprehensive Annual Financial Report (CAFR).

A 14% reserve balance in General Fund will be calculated as a percentage of total expenditures. This reserve will be used to cover short-term cash flow variations, economic downturns, and emergencies.

Fund balance reserves for the Water & Sewer Utility Fund are calculated as 25% (approximately 3 months) of the operating budget or 90 days of cash reserves. This reserve will be used to cover short-term cash flow variations, economic downturns, and emergencies.

Investment Policy - The City has established an investment policy as adopted in Resolution 2106. The City will comply with all applicable Florida Statutes guiding investment policies of local governments and the current Investment Policy of the City of Sanford.

The City's investment policy applies to all of the City's funds except deferred compensation and other employee benefit plans, which have other existing policies or indentures in effect.

The investment objectives are: 1) protection of investment principal, 2) liquidity to meet anticipated cash flows, 3) attainment of a market rate of return 4) diversification to avoid incurring unreasonable market risks, and 5)

conformance with all applicable City policies and State and Federal regulations.

The City will utilize an investment manager and investment advisor in order to diversify the City's investment options while minimizing the cost of administering such a program.

Authorized investment instruments are detailed in the policy document and consist of an array of conservative instruments including U.S. Treasuries, Federal Agencies, Federal Instrumentality Securities, Repurchase Agreements, Commercial Paper, Corporate Securities, Intergovernmental Investment Pools under Chapter 163.01, Florida Local Government Surplus Funds, Money Market Mutual Funds, Time Certificate of Deposit, and Guaranteed Investment Contracts.

Debt Management Policy - The City will issue debt only in cases where it is a practical method for financing large capital projects. Debt may not be issued to cover operating expenditures.

The City will match the length of financing with the useful life of the asset being financed, wherever practical. The City will utilize the services of an outside financial advisor in the debt decision-making process. Refunding of existing debt is periodically analyzed to take advantage of lower interest rates where possible. The City will adhere to the bond covenants of each debt issue.

Legal Debt Limits - The City of Sanford currently has no legal debt limitations imposed on its ability to borrow funds.

Capital Improvement Policy - The City will develop multi-year business plans every three to five years for capital improvements. These plans will be updated as necessary and used for future annual and five-year capital budgets.

The five-year Capital Improvement Plan will be incorporated into the City's Comprehensive Plan.

In the development of capital improvement Projects, the City will review the operational impact of each project.

Capital Asset Policy - The City will comply with the standards established by the Governmental Accounting Standards Board Statement (GASS) 34 and all subsequent pronouncements set forth by the GASB regarding Capital Asset Accounting.

The City has adopted a Capital Asset Policy Number 2.2.

The City will capitalize all property, plant and equipment with a cost of \$5,000 or more with an estimated useful life of at least two years. Short-lived assets which do not meet the capital asset threshold will be budgeted as operational materials and supplies.

Roads, bridges, water/sewer/stormwater lines and sidewalks will be capitalized when initial costs equal or exceed \$20,000 and have an estimated useful life of more than ten years. Short-lived assets which do not meet the capital asset threshold will be budgeted as operational materials and supplies.

Capital assets will be depreciated utilizing a straight-line method of depreciation.

CITYWIDE BUDGET

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

2020 Citywide Budget

	<i>General Fund</i>	<i>Special Revenue</i>	<i>Debt Service</i>	<i>Capital Projects</i>
Use of Fund Balance	\$ -	\$ 569,531	\$ -	\$ 83,535
Estimated Revenues				
Taxes				
Property (Ad Valorem)	\$ 23,145,197	\$ -	\$ -	\$ -
Utility and Other Taxes	12,859,771	5,059,884	-	-
Business Tax	623,301	-	-	-
Other General Tax	25,612	-	-	-
Permits and Special Assessments	167,681	2,382,943	-	-
Intergovernmental	6,827,469	1,325,654	-	-
Charges for Services	3,373,778	53,478	-	-
Fines and Forfeitures	149,733	6,850	-	-
Other Revenues	2,689,650	380,641	-	654,578
Total Revenues	49,862,192	9,209,450	-	654,578
Transfers In	115,350	-	1,731,941	3,386,608
Debt Proceeds	-	-	-	-
Total Revenues and Other Sources	49,977,542	9,209,450	1,731,941	4,041,186
Total Revenues, Transfers, and Balances	\$ 49,977,542	\$ 9,778,981	\$ 1,731,941	\$ 4,124,721
Expenditures				
General Government	\$ 7,611,968	\$ 1,692,094	\$ -	\$ 142,000
Public Safety	26,819,552	655,618	1,731,941	1,578,286
Physical Environment	1,932,718	151,727	-	479,693
Transportation	1,268,738	4,626,863	-	49,790
Economic Environment	591,810	-	-	-
Human Services	397,645	1,299,654	-	-
Culture and Recreation	5,861,562	146,215	-	1,005,917
Total Expenditures/Expenses	44,483,993	8,572,171	1,731,941	3,255,686
Transfers Out	5,118,549	-	-	-
Other Uses	375,000	-	-	-
Total Expenditures and Other Uses	49,977,542	8,572,171	1,731,941	3,255,686
<i>Addition to Reserve (Fund Balance)</i>	-	1,206,810	-	869,035
Total Appropriations and Reserves	\$ 49,977,542	\$ 9,778,981	\$ 1,731,941	\$ 4,124,721

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

2020 Citywide Budget

	<i>Enterprise Fund</i>	<i>CRA Component</i>	<i>Internal Service</i>	<i>Total</i>
Use of Fund Balance	\$ 18,273,160	\$ -	\$ -	\$ 18,926,226
Estimated Revenues				
Taxes				
Property (Ad Valorem)	\$ -	\$ 878,930	\$ -	\$ 24,024,127
Utility and Other Taxes	-	-	-	17,919,655
Business Tax	-	-	-	623,301
Other General Tax	-	-	-	25,612
Permits and Special Assessments	1,690,182	-	-	4,240,806
Intergovernmental	13,000	615,753	-	8,781,876
Charges for Services	38,285,480	-	9,816,425	51,529,161
Fines and Forfeitures	-	-	-	156,583
Other Revenues	990,516	35,241	221,251	4,971,877
Total Revenues	40,979,178	1,529,924	10,037,676	112,272,998
Transfers In	1,500,000	-	-	6,733,899
Debt Proceeds	-	-	-	-
Total Revenues and Other Sources	42,479,178	1,529,924	10,037,676	119,006,897
Total Revenues, Transfers, and Balances	\$ 60,752,338	\$ 1,529,924	\$ 10,037,676	\$ 137,933,123
Expenditures				
General Government	\$ -	\$ -	\$ -	\$ 9,446,062
Public Safety	-	-	-	30,785,397
Physical Environment	59,252,338	-	-	61,816,476
Transportation	-	-	-	5,945,391
Economic Environment	-	749,745	-	1,341,555
Human Services	-	-	-	1,697,299
Culture and Recreation	-	-	-	7,013,694
Total Expenditures/Expenses	59,252,338	749,745	-	118,045,874
Transfers Out	1,500,000	725,527	-	7,344,076
Other Uses	-	54,652	10,037,676	10,467,328
Total Expenditures and Other Uses	60,752,338	1,529,924	10,037,676	135,857,278
<i>Addition to Reserve (Fund Balance)</i>	-	-	-	2,075,845
Total Appropriations and Reserves	\$ 60,752,338	\$ 1,529,924	\$ 10,037,676	\$ 137,933,123

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

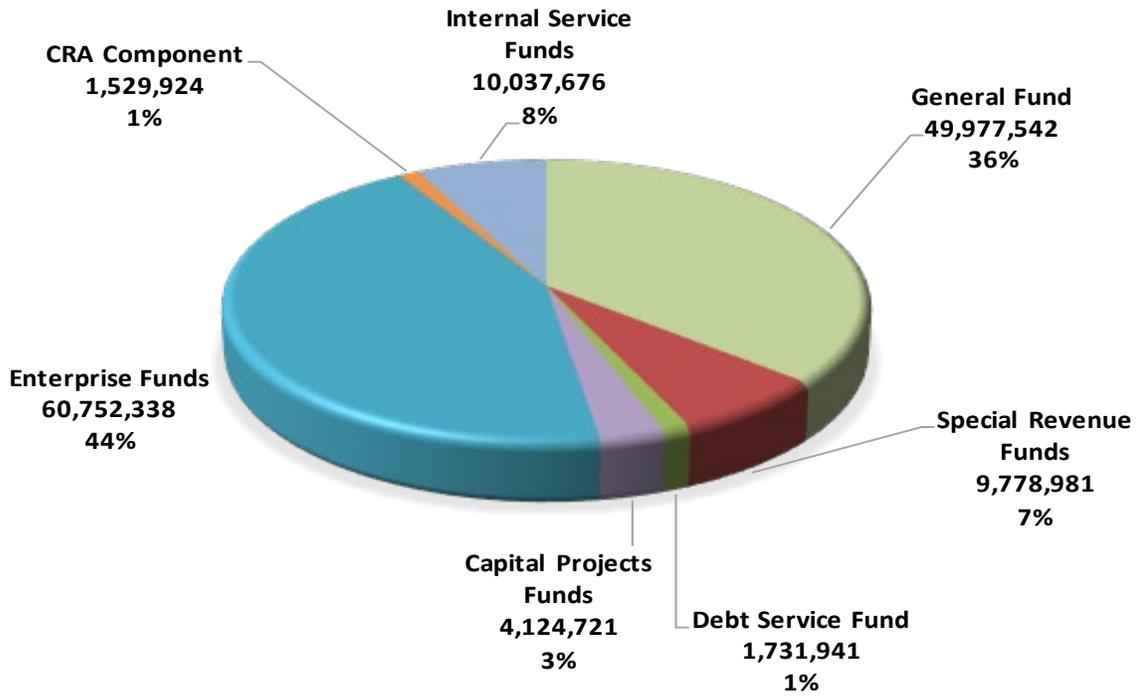
Changes in Fund Balance Analysis

	Actual Balance as of 9/30/2018	Estimated Revenues 2018-19	Estimated Expenditures 2018-19	Net Change	Estimated Balance 9/30/2019	Budgeted Revenues 2019-20	Budgeted Expenditures 2019-20	Net Change	Estimated Balance 9/30/2020	
General Fund	24,675,991	47,071,783	(57,027,103)	(9,955,320)	14,720,671	49,975,878	(49,975,878)	(0)	14,720,671	0%
2nd Dollar Fund	51,099	13,300	(27,000)	(13,700)	37,399	8,026	(45,000)	(36,974)	425	-99%
Law Enforcement Trust Fund	89,068	11,250	(35,000)	(23,750)	65,318	27,363	(37,100)	(9,737)	55,581	-15%
LIHEAP	(195,702)	983,456	(983,456)	0	(195,702)	1,299,654	(1,299,654)	0	(195,702)	0%
Local Option Gas Tax Fund	1,323,048	1,254,758	(1,219,965)	34,793	1,357,841	1,268,508	(1,216,364)	52,144	1,409,985	4%
Impact Fee Funds	2,550,766	1,079,743	(64,500)	1,015,243	3,566,009	355,782	(719,733)	(363,951)	3,202,058	-10%
Building Fund	4,412,535	3,401,330	(1,731,297)	1,670,033	6,082,568	2,236,395	(1,692,094)	544,301	6,626,869	9%
CRA Fund	462,481	1,369,418	(1,434,418)	(65,000)	397,481	1,529,924	(1,475,272)	54,652	452,133	14%
3rd Generation Fund	8,832,542	4,130,949	(2,855,182)	1,275,767	10,108,309	3,960,244	(3,410,499)	549,745	10,658,054	5%
Cemetery Fund	154,314	82,470	(127,253)	(44,783)	109,531	53,478	(151,727)	(98,249)	11,282	-90%
Solid Waste Fund	(241,758)	6,237,044	(5,990,563)	246,481	4,723	6,341,618	(6,418,410)	(76,791)	(72,068)	1626%
Stormwater Fund	31,977,421	5,524,000	(3,752,392)	1,771,608	33,749,029	6,044,239	(13,419,053)	(7,374,814)	26,374,215	-22%
Water and Wastewater Fund	149,951,483	28,244,957	(38,637,457)	(10,392,500)	139,558,983	28,593,320	(39,377,875)	(10,784,555)	128,774,428	-8%

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 14% and is available for allocation for future year budgets. A negative fund balance is often referred to as a deficit.

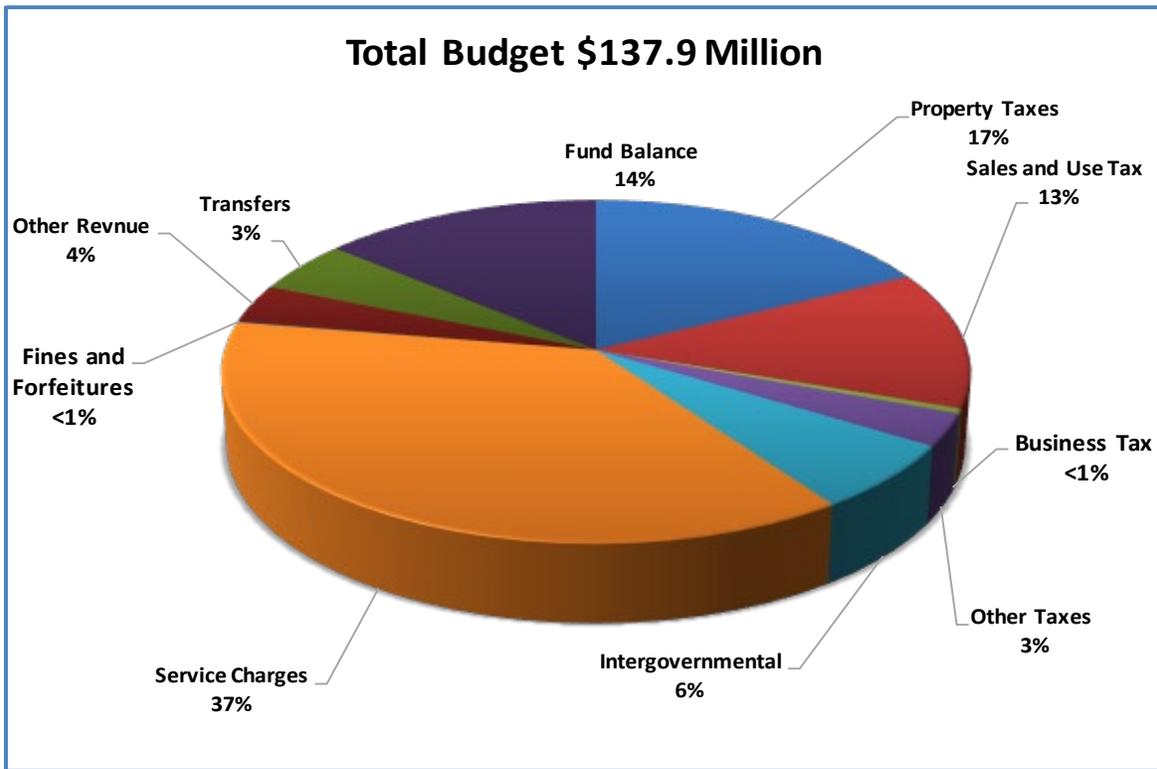
FY 2020 Budget \$137,933,123

2020 ALL FUNDS BUDGET

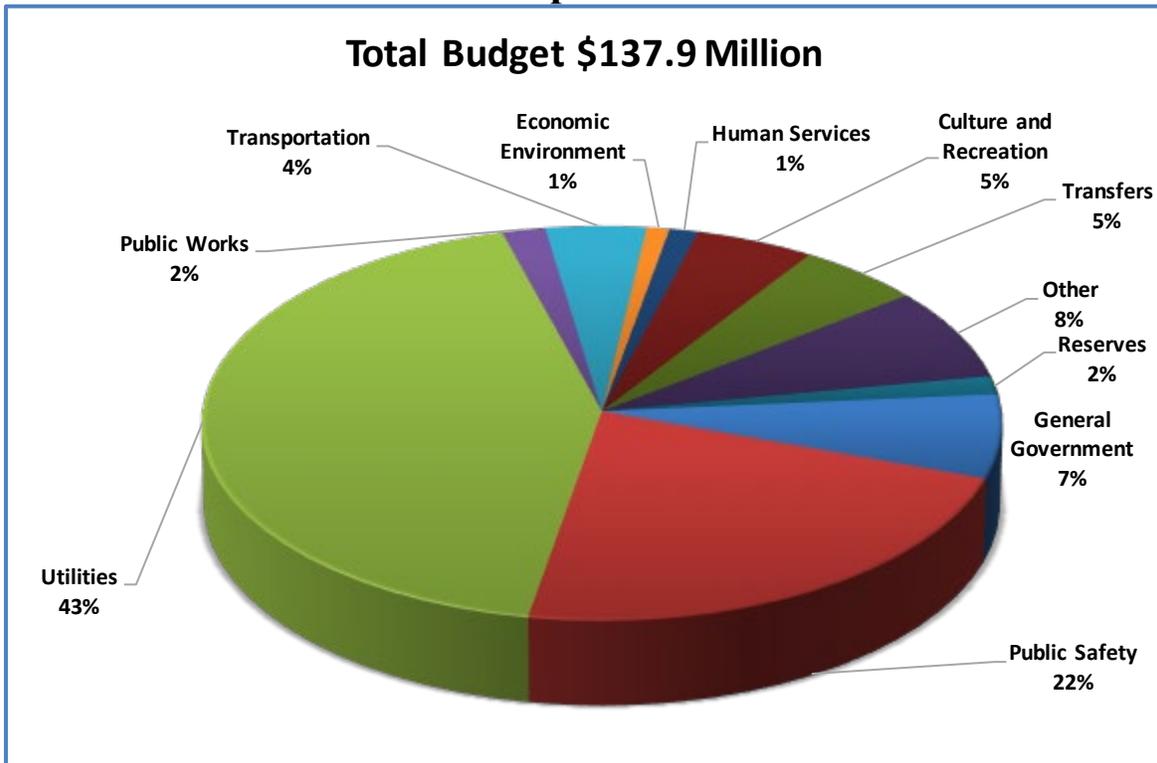


Citywide Budget Summaries

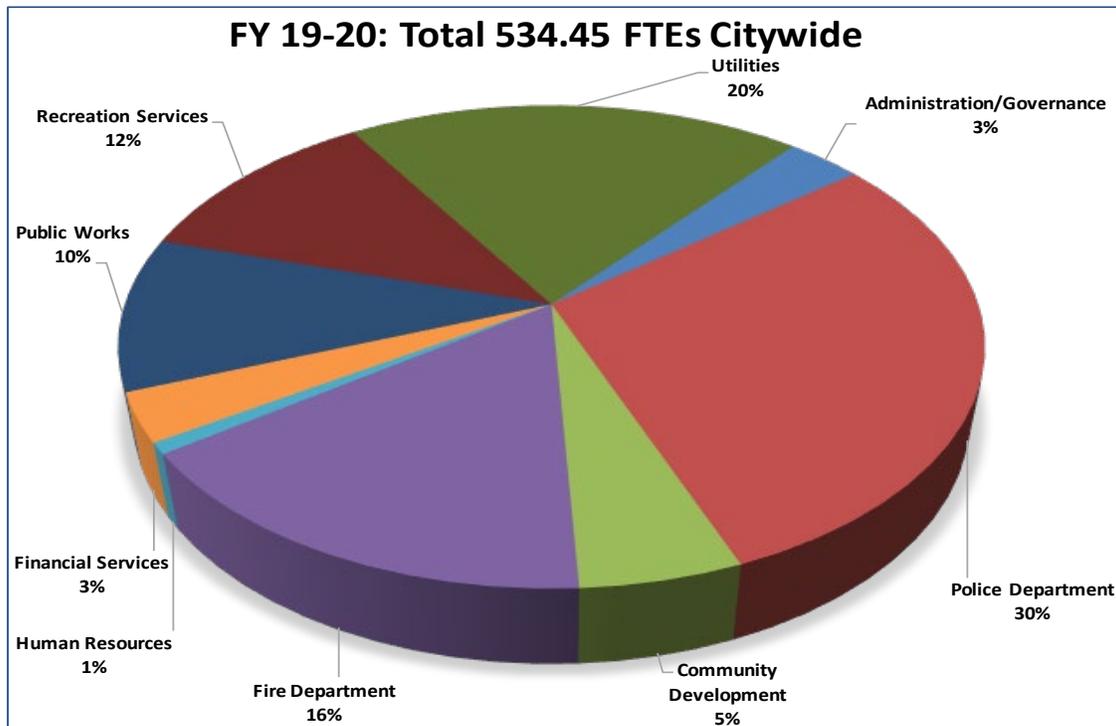
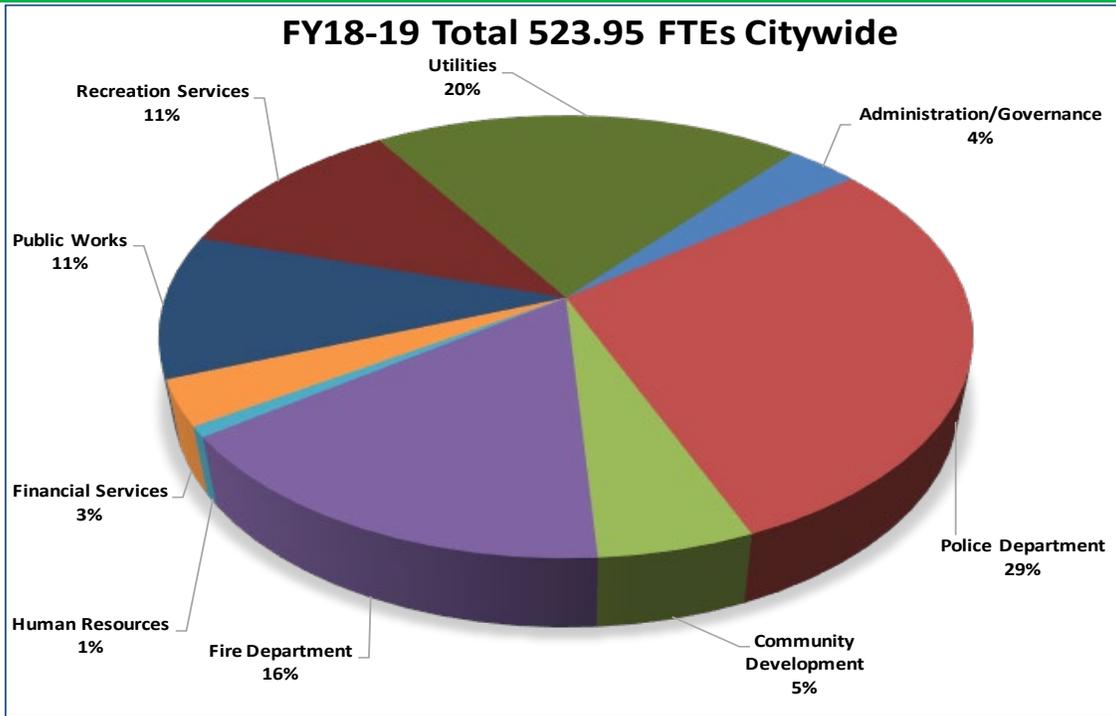
Revenues



Expenses



Authorized Positions by Service Area





CITY OF
SANFORD
FLORIDA

GENERAL FUND BUDGET

❖ GENERAL FUND BUDGET SUMMARIES

❖ GENERAL FUND FUNDING SOURCES

❖ GENERAL FUND EXPENDITURES

❖ GENERAL FUND FIVE YEAR FORECAST



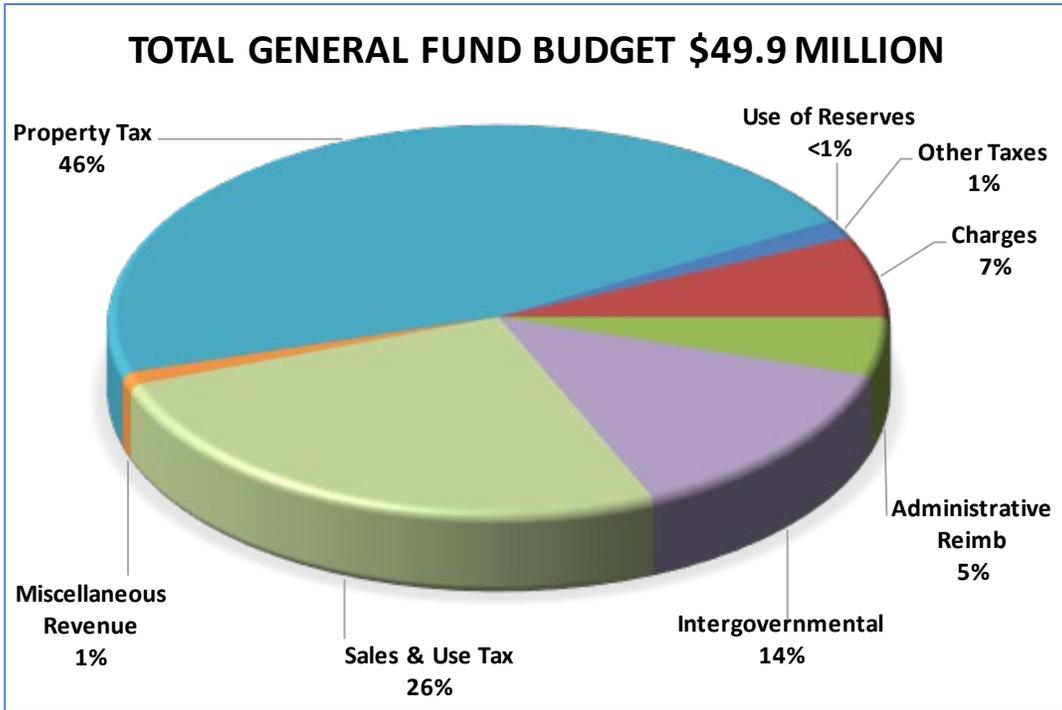
CITY OF
SANFORD
FLORIDA

General Fund Budget Summary

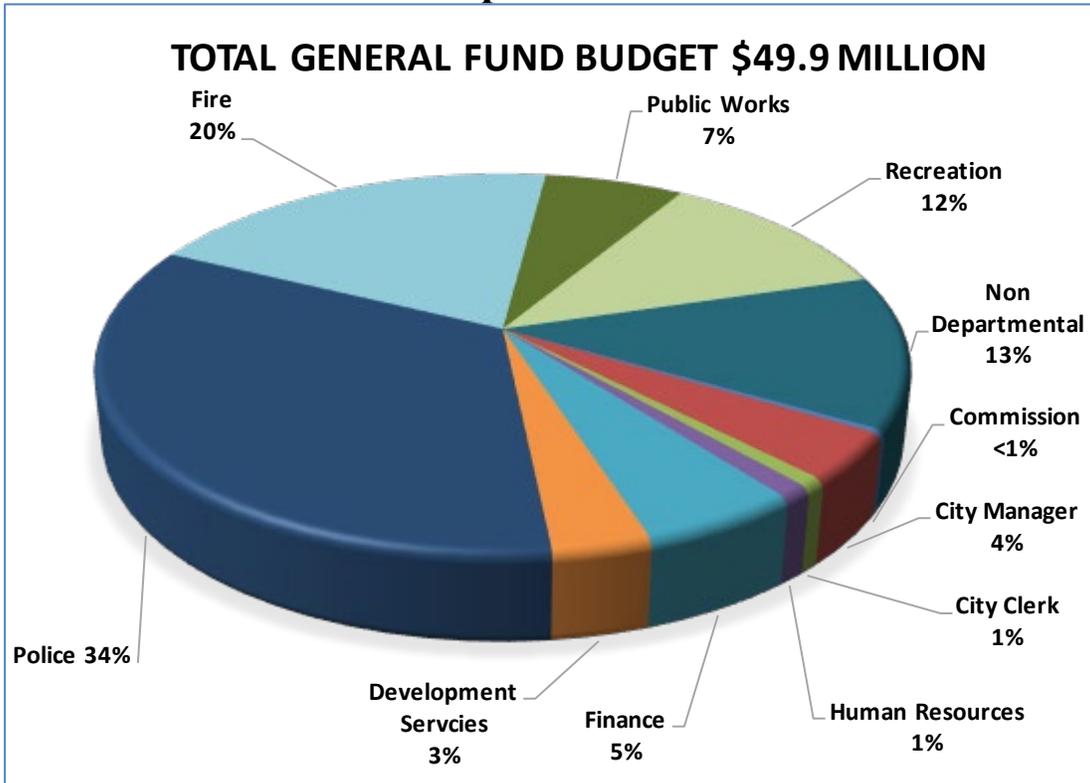
<i>General Government Fund</i>	<i>2016 Actual</i>	<i>2017 Actual</i>	<i>2018 Actual</i>	<i>2019 Budget</i>	<i>2020 Final Budget</i>
Revenues					
Taxes	30,968,064	31,941,507	33,268,822	34,608,300	36,821,562
Intergovernmental	6,170,714	6,123,080	6,717,124	6,627,309	6,827,469
Charges for Services	2,802,020	2,975,704	3,845,823	2,922,453	3,373,778
Fines and Forfeitures	160,872	157,442	244,621	149,871	149,733
Interest	292,822	148,764	269,357	118,695	148,765
Rents and Royalties	57,456	62,338	61,400	62,999	59,042
Disposition of Property	113,981	60,414	13,308	43,898	14,000
Contributions and Donations	9,300	1,624	2,998	7,690	6,741
Other	1,838,719	1,912,563	2,333,307	2,415,218	2,461,102
Transfers	82,158	75,600	87,650	115,350	115,350
Use of Fund Balance	-	-	-	-	-
Total Revenues	\$ 42,496,106	\$ 43,459,036	\$ 46,844,410	\$ 47,071,783	\$ 49,977,542
Expenditures					
Commission	213,095	287,394	360,846	158,176	160,581
City Manager	1,627,019	1,372,197	1,584,394	1,904,763	2,032,063
City Clerk	276,995	277,198	319,591	330,157	381,764
Human Resources	442,157	446,740	464,045	513,426	531,550
Finance	1,938,380	2,094,797	2,538,144	2,600,186	2,722,038
Development Services	1,301,673	1,398,364	1,556,171	1,602,730	1,687,552
Police	13,322,950	14,147,198	15,430,219	16,418,258	16,924,942
Fire	8,099,247	8,656,491	9,056,831	10,132,116	9,894,610
Public Works	2,614,663	2,952,967	3,243,394	3,175,190	3,299,939
Recreation	4,376,959	4,664,937	4,966,704	5,338,335	5,861,562
Non Departmental	5,364,686	5,251,229	4,892,607	4,898,446	6,480,941
Total Expenditures	\$ 39,577,824	\$ 41,549,511	\$ 44,412,946	\$ 47,071,783	\$ 49,977,542
Surplus/(Deficit)	\$ 2,918,282	\$ 1,909,525	\$ 2,431,464	\$ -	\$ (0)
Total Appropriation and Reserves	\$ 42,496,106	\$ 43,459,036	\$ 46,844,410	\$ 47,071,783	\$ 49,977,542

General Fund Budget Summaries

Revenues



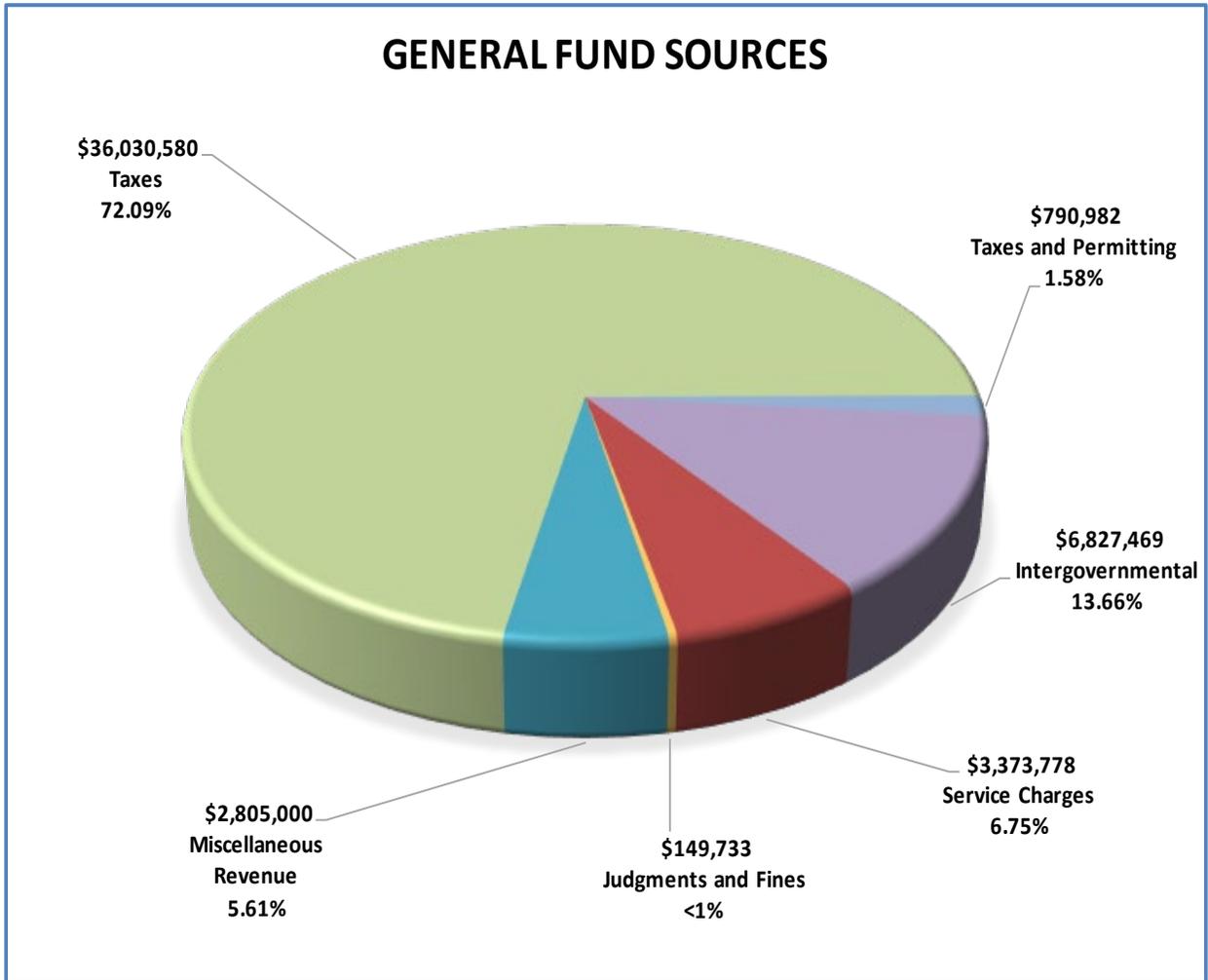
Expenditures



General Fund Sources

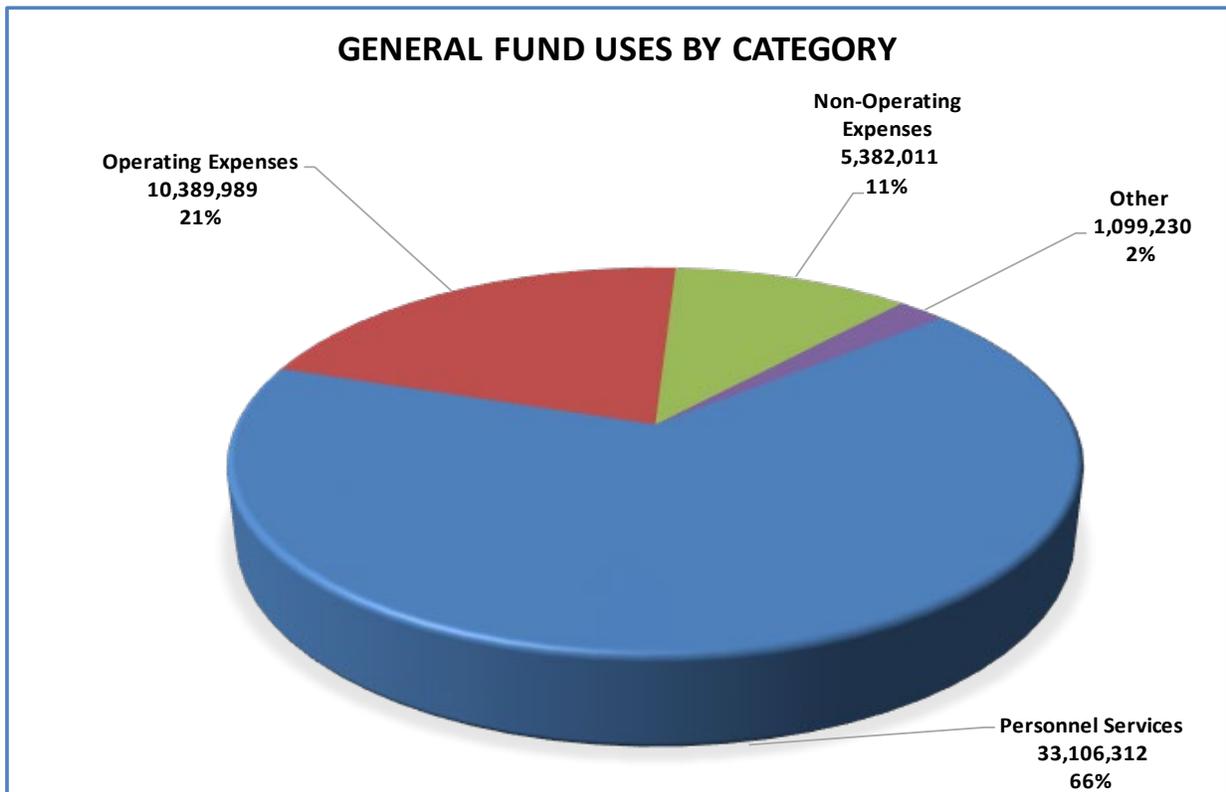
Sources	Actual	Actual	Actual	Budget	2020 Final Budget
Property Taxes	\$ 17,946,522	\$ 18,739,174	\$ 19,741,400	\$ 21,184,807	\$ 23,145,197
Franchise Fees	4,644,204	4,837,155	4,981,823	4,845,657	4,983,582
Utility Service Tax	5,454,048	5,544,225	5,756,734	5,700,973	5,878,518
Communication Service Tax	2,074,317	1,954,749	2,065,212	2,028,163	1,997,671
Other General Tax	23,543	38,415	13,870	23,299	25,612
Total Taxes	\$ 30,142,634	\$ 31,113,718	\$ 32,559,039	\$ 33,782,899	\$ 36,030,580
Business Tax Receipts	\$ 647,645	\$ 658,219	\$ 645,003	\$ 658,789	\$ 623,301
Building Permitting	177,785	169,570	64,780	166,612	167,681
Total Taxes and Permits	\$ 825,430	\$ 827,789	\$ 709,783	\$ 825,401	\$ 790,982
Federal Grants	\$ 354,611	\$ 31,798	\$ 306,033	\$ 182,773	\$ 191,111
State Grants	-	-	38,708	-	-
State Shared Revenue	5,772,367	6,044,906	6,331,182	6,409,607	6,599,255
County Shared Revenues	43,736	46,376	41,201	34,929	37,103
Total Intergovernmental	\$ 6,170,714	\$ 6,123,080	\$ 6,717,124	\$ 6,627,309	\$ 6,827,469
Payment in Lieu of Taxes	\$ 3,409	\$ 3,702	\$ 4,022	\$ 4,022	\$ 4,375
General Government	338,303	368,278	543,694	320,984	340,898
Public Safety	2,064,304	2,214,047	2,848,461	2,218,670	2,649,922
Physical Environment	60,849	57,774	104,349	61,620	55,665
Transportation	-	22,557	955	-	-
Culture and Recreation	335,155	309,346	344,342	317,157	322,918
Total Service Charges	\$ 2,802,020	\$ 2,975,704	\$ 3,845,823	\$ 2,922,453	\$ 3,373,778
Fines and Forfeitures	\$ 107,761	\$ 106,828	\$ 115,745	\$ 107,761	\$ 107,743
Violations of Local Ordinances	53,111	50,614	128,876	42,110	41,990
Total Judgments and Fines	\$ 160,872	\$ 157,442	\$ 244,621	\$ 149,871	\$ 149,733
Interest	\$ 292,822	\$ 148,764	\$ 269,357	\$ 118,695	\$ 148,765
Rents and Royalties	57,456	62,338	61,400	62,999	59,042
Disposition of Property	113,981	60,414	13,308	43,898	14,000
Contributions and Donations	9,300	1,624	2,998	7,690	6,741
Other Miscellaneous Revenues	1,838,719	1,912,563	2,333,307	2,415,218	2,461,102
Interfund Transfers	82,158	75,600	87,650	115,350	115,350
Use of Reserves (Fund Balances)	-	-	-	-	-
Total Other Revenues	\$ 2,394,436	\$ 2,261,303	\$ 2,768,020	\$ 2,763,850	\$ 2,805,000
Total Sources	\$ 42,496,106	\$ 43,459,036	\$ 46,844,410	\$ 47,071,783	\$ 49,977,542

General Fund Sources



General Fund Uses

Uses	2016 Actual	2017 Actual	2018 Actual	2019 Budget	2020 Final Budget
Salary	\$ 19,180,347	\$ 19,764,479	\$ 20,619,836	\$ 22,045,702	\$ 22,287,196
Benefits	7,458,040	8,206,513	9,255,411	10,669,847	10,819,116
Operating	5,868,620	6,571,863	7,587,387	7,463,422	8,159,108
Supplies	1,573,509	1,602,390	1,946,367	1,986,866	2,230,881
Capital	-	-	-	-	-
Transfers	4,353,811	3,935,605	3,119,727	3,552,026	5,118,549
Insurance	295,085	387,702	571,785	584,758	675,430
CRA Payment	596,273	626,672	687,213	-	-
Grants-in-Aid	107,617	147,544	113,680	270,662	263,462
Retiree Obligations	-	-	-	-	-
Other	115,552	298,944	511,540	498,500	423,800
<i>Total Revenue Over/(Under) Expenditures</i>	2,947,252	1,909,525	-	-	-
Total Uses	\$ 42,496,106	\$ 43,451,236	\$ 44,412,946	\$ 47,071,783	\$ 49,977,542



General Fund Five Year Forecast

FY2020 - FY2024

	<i>2020 Budget</i>	<i>2021 Projected</i>	<i>2022 Projected</i>	<i>2023 Projected</i>	<i>2024 Projected</i>
Taxes	\$36,819,898	\$37,865,239	\$39,144,249	\$40,541,559	\$41,959,252
Intergovernmental	6,827,469	6,881,647	6,990,062	6,933,525	7,046,283
Charges for Services	3,373,778	3,681,474	3,704,187	3,650,444	3,707,235
Fines and Forfeitures	149,733	176,702	180,291	171,266	169,505
Interest	148,765	248,166	270,916	247,641	271,711
Rents and Royalties	59,042	61,265	61,181	61,096	60,704
Disposition of Property	14,000	14,140	14,281	14,424	14,568
Contributions and Donations	6,741	3,750	5,821	5,630	5,212
Other	2,461,102	2,649,231	2,761,776	2,656,855	2,645,150
Transfers	115,350	-	-	-	-
Total Revenues	\$ 49,975,878	\$ 51,581,613	\$ 53,132,765	\$ 54,282,440	\$ 55,879,620
Personnel Services	\$33,106,312	\$36,493,377	\$36,493,377	\$36,493,377	\$36,493,377
Operating	10,389,989	9,865,255	11,442,022	12,980,470	14,580,805
Capital Outlay	-	-	-	-	-
Non-Operating Expenses	6,479,577	5,013,843	5,013,843	5,013,843	5,013,843
Total Expenditures	\$ 49,975,878	\$ 51,372,475	\$ 52,949,241	\$ 54,487,690	\$ 56,088,024
Surplus/(Deficit)	\$ (0)	\$ 209,138	\$ 183,523	\$ (205,249)	\$ (208,404)
Surplus/(Deficit) as % of	0.0%	0.4%	0.3%	-0.4%	-0.4%

DEPARTMENTS

- ❖ ADMINISTRATION AND GOVERNANCE
- ❖ HUMAN RESOURCES
- ❖ FINANCIAL SERVICES
- ❖ NON-DEPARTMENTAL
- ❖ COMMUNITY DEVELOPMENT
- ❖ POLICE DEPARTMENT
- ❖ FIRE SERVICES
- ❖ PUBLIC WORKS
- ❖ RECREATION
- ❖ WATER AND WASTEWATER



CITY OF
SANFORD
FLORIDA

Administration and Governance



Administration and Governance includes the City Commission, City Manager’s Department, City Attorney, Economic Development, Community Relations, 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	2017 Actual	2018 Actual	2019 Budget	2020 Budget
Salaries	\$ 866,642	\$ 974,626	\$ 989,800	\$ 1,018,082
Benefits	267,621	326,050	377,049	405,779
Operating	616,422	799,711	955,746	1,069,915
Supplies	40,866	53,105	63,001	80,332
Other	145,238	111,338	7,500	300
Total	1,936,789	2,264,830	2,393,096	2,574,408

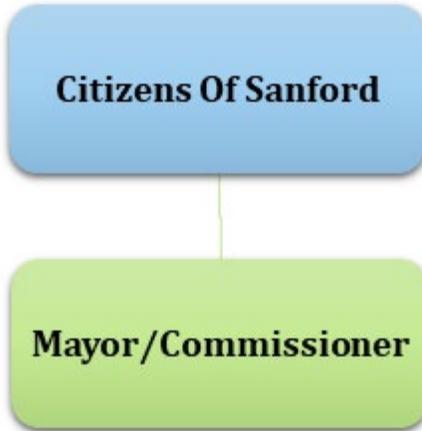
Funding Source				
General Fund	1,936,789	2,264,830	2,393,096	2,574,408
Total	\$ 1,936,789	\$ 2,264,830	\$ 2,393,096	\$ 2,574,408

Administration and Governance as a percentage of General Fund

5.2%



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	2017 Actual	2018 Actual	2019 Budget	2020 Budget
Salaries	\$ 79,700	\$ 82,197	\$ 102,600	\$ 108,748
Benefits	16,672	20,168	28,589	30,902
Operating	41,726	145,168	14,147	15,291
Supplies	4,058	1,975	5,340	5,340
Other	145,238	111,338	7,500	300
Total	287,394	360,846	158,176	160,581

Funding Source				
General Fund	287,394	360,846	158,176	160,581
Total	\$ 287,394	\$ 360,846	\$ 158,176	\$ 160,581

Our Accomplishments for 2018-19

- ❖ Adopted 40 ordinances and 70 resolutions in order to improve the quality of life of the residents.

Goals and Objectives for 2019-20

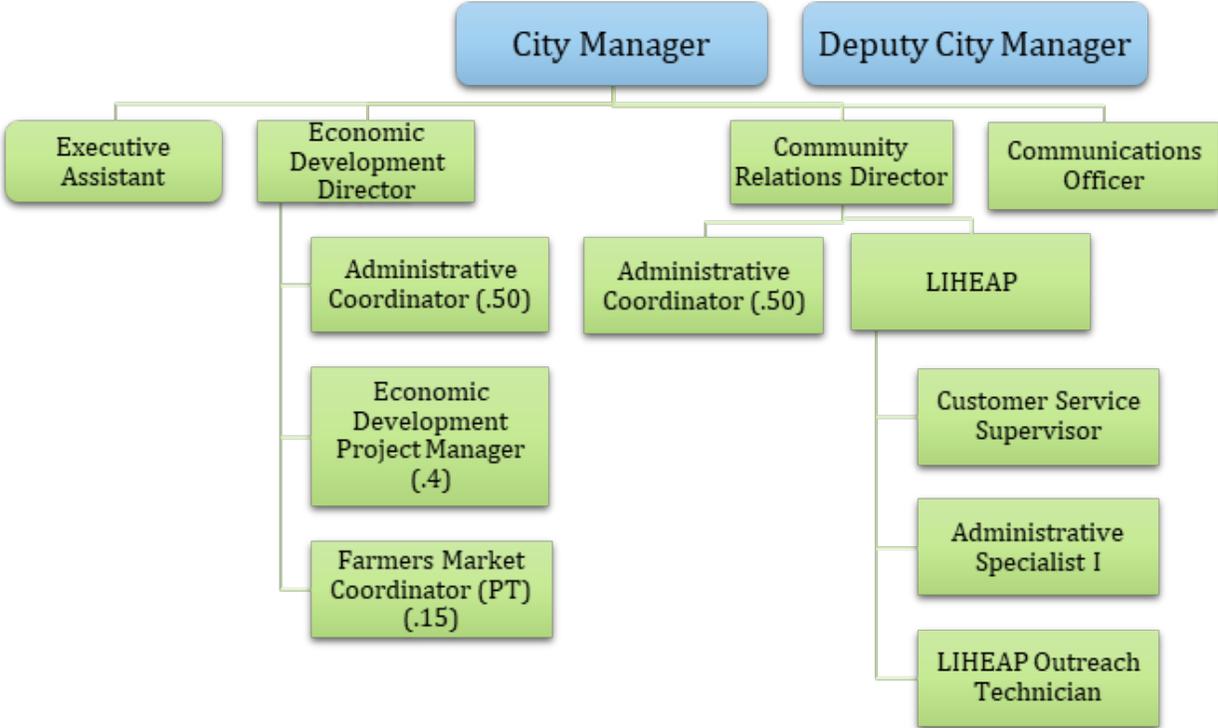
- ❖ To meet the needs and concerns of the residents and businesses of the City of Sanford with effective representation and legislation.

CITY COMMISSION Performance Measures				
Activity	Actual 2016-2017	Actual 2017-2018	Expected 2018-2019	Proposed 2019-2020
Ordinances Adopted	35	48	40	50
Resolutions Approved	75	53	70	70

City Commission

<i>Account</i>	<i>Description</i>	<i>2016 Actual</i>	<i>2017 Actual</i>	<i>2018 Actual</i>	<i>2019 Budget</i>	<i>2020 Final Budget</i>
Personnel						
001-0101-511.11-00	Executive Salaries	41,687	39,000	44,582	97,800	103,948
001-0101-511.12-06	Reg Salaries - Opt Out Health Insurance	4,811	4,700	4,800	4,800	4,800
001-0101-511.15-01	Special Pay	36,173	36,000	32,815	-	-
001-0101-511.21-00	FICA/Medicare Taxes	5,459	5,203	5,484	7,870	8,342
001-0101-511.22-01	Retirement Contributions - FRS	2,874	2,978	3,589	8,144	9,122
001-0101-511.23-00	Medical Insurance	7,741	8,004	10,612	11,840	12,703
001-0101-511.23-02	Medical Insurance - Life & ST Disability	350	399	391	508	539
001-0101-511.24-00	Worker's Compensation	88	88	92	227	196
	Subtotal Personnel Services	99,183	96,372	102,365	131,189	139,650
Operating						
001-0101-511.31-00	Professional Services	-	-	-	-	-
001-0101-511.40-00	Travel & Per Diem	616	512	1,423	1,500	1,500
001-0101-511.41-00	Communications Services	2,011	3,294	3,001	1,874	2,898
001-0101-511.45-01	Insurance - Operating Liability	1,401	648	710	1,253	1,373
001-0101-511.47-00	Printing & Binding	178	190	110	200	200
001-0101-511.48-00	Promotional Activities	708	1,820	925	900	900
001-0101-511.49-00	Other Charges/Obligations	4,896	35,262	138,998	8,420	8,420
001-0101-511.52-00	Operating Supplies	-	31	-	2,000	2,000
001-0101-511.54-01	Books/Pubs/Subsc/Memb - Prof Dues	-	1,782	1,450	1,565	1,565
001-0101-511.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	450	1,670	525	1,200	1,200
001-0101-511.54-03	Books/Pubs/Subsc/Memb - Subscriptions	-	575	-	575	575
	Subtotal Operating	10,260	45,784	147,143	19,487	20,631
Grants & Aids						
001-0101-511.81-00	Grants	103,652	145,238	111,338	7,500	300
	Subtotal Grants & Aids	103,652	145,238	111,338	7,500	300
Total City Commission		\$ 213,095	\$ 287,394	\$ 360,846	\$ 158,176	\$ 160,581

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	2017 Actual	2018 Actual	2019 Budget	2020 Budget
Salaries	\$ 433,606	\$ 416,809	\$ 428,417	\$ 440,802
Benefits	127,156	146,275	159,636	172,268
Operating	50,389	104,006	167,606	265,114
Supplies	20,243	26,269	25,903	31,266
Other	-	-	-	-
Total	631,394	693,359	781,562	909,450

Funding Source				
General Fund	631,394	693,359	781,562	909,450
Total	\$ 631,394	\$ 693,359	\$ 781,562	\$ 909,450

Our Accomplishments for 2018-19

- ❖ Launched Sanford Style Guide.
- ❖ Launched Sanford Says City Podcast.
- ❖ Hosted two successful Citizens Academies.
- ❖ Launched Citizens Academy 2.0.
- ❖ Launched “How To” City video series.
- ❖ Increased social media presence on Facebook, Twitter, Instagram, and YouTube.

Goals and Objectives for 2019-20

- ❖ Enhance our community through the promotion and placement of public art in City hall and other public places.
- ❖ Develop a safe and complete transportation system that provides mobility for all modes of travel from automobiles to bicycles, golf carts, electric vehicles, motorcycles, and pedestrians.
- ❖ Protect our established neighborhoods while maintaining the individual character of each community.
- ❖ Develop and publish an Economic Development plan that identifies opportunities and serves as a guide in decision making concerning incentives and desired development.
- ❖ Continue to foster internal and external communication with transparency and access to City information and actives’.
- ❖ Develop a realistic annual budget that addresses current capital needs as well as future operational and maintenance needs of the City’s assets.
- ❖ Develop a Public Safety plan that addresses current needs and anticipates and addresses future growth.

CITY MANAGER Performance Measures				
Activity	Actual 2016-2017	Actual 2017-2018	Expected 2018-2019	Proposed 2019-2020
% of complaints responded to or actioned within two business days	90%	98%	99%	99%
Unassigned Fund Balance as a % of annual General Fund expenditures	17%	17%	14%	14%
City Maanger's Annual Report Prepared	1	1	1	1

Authorized Positions

Full Time Equivalents	Grade	Funded 2018	Funded 2019	+/-	Funded 2020	Authorized & Unfunded
City Manager						
City Manager	439	1.00	1.00	-	1.00	-
Deputy City Manager	436	1.00	1.00	-	1.00	-
Public Information Officer	422	1.00	1.00	-	1.00	-
Executive Assistant to the City Manager	418	1.00	1.00	-	1.00	-
Administrative Coordinator **	413	-	-	-	-	0.50
Intern		-	-	-	-	0.50
Total Full Time Equivalents		4.00	4.00	-	4.00	1.00

**Split between funds or departments/divisions

City Manager						
Account	Description	2016 Actual	2017 Actual	2018 Actual	2019 Budget	2020 Final Budget
Personnel						
001-0102-512.11-00	Executive Salaries	-	-	-	177,287	182,606
001-0102-512.12-00	Regular Salaries & Wages	459,401	417,984	401,209	235,530	242,596
001-0102-512.12-02	Regular Salaries - Additional Pays	14,219	14,400	14,400	14,400	14,400
001-0102-512.12-06	Reg Salaries - Opt Out Health Insurance	1,203	1,200	1,200	1,200	1,200
001-0102-512.14-00	Overtime	107	22	-	-	-
001-0102-512.21-00	FICA/Medicare Taxes	32,460	26,121	28,782	28,934	29,316
001-0102-512.22-01	Retirement Contributions - FRS	73,658	71,038	75,672	82,936	92,424
001-0102-512.22-06	Retirement Contributions - City Cont 457	6,314	6,428	6,536	9,147	9,421
001-0102-512.23-00	Medical Insurance	29,089	20,921	32,319	35,518	38,107
001-0102-512.23-02	Medical Insurance - Life & ST Disability	2,391	2,201	2,475	2,115	2,177
001-0102-512.24-00	Worker's Compensation	734	447	491	986	823
	Subtotal Personnel Services	619,576	560,762	563,084	588,053	613,070
Operating						
001-0102-512.31-00	Professional Services	28,283	3,950	14,000	10,000	10,000
001-0102-512.34-00	Other Contractual Services	-	1,500	-	-	-
001-0102-512.34-21	Other Contractual Services-Lobbying Activity	-	-	13,750	30,800	30,800
001-0102-512.40-00	Travel & Per Diem	11,089	7,314	8,682	11,887	11,887
001-0102-512.41-00	Communications Services	3,078	2,654	2,614	3,792	2,064
001-0102-512.42-00	Postage & Transportation	146	216	182	295	295
001-0102-512.44-00	Rentals & Leases	2,267	2,129	2,129	2,129	2,129
001-0102-512.45-01	Insurance - Operating Liability	7,714	9,675	8,846	9,874	9,983
001-0102-512.46-00	Repair & Maintenance Services	-	197	3,529	196	3,646
001-0102-512.47-00	Printing & Binding	1,269	952	2,745	2,930	2,930
001-0102-512.48-00	Promotional Activities	23,613	18,456	12,232	18,000	17,000
001-0102-512.48-01	Promotional Activities-Marketing	-	-	32,398	75,824	173,301
001-0102-512.49-00	Other Charges/Obligations	17,677	3,346	2,900	1,879	1,079
001-0102-512.51-00	Office Supplies	1,040	889	1,354	2,320	2,320
001-0102-512.52-00	Operating Supplies	10,296	844	528	1,000	1,000
001-0102-512.52-05	Operating Supplies - Uniforms	153	67	52	500	500
001-0102-512.54-01	Books/Pubs/Subsc/Memb - Prof Dues	11,713	12,054	13,705	10,298	12,826
001-0102-512.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	3,752	6,369	10,013	11,585	13,420
001-0102-512.54-03	Books/Pubs/Subsc/Memb - Subscriptions	209	20	(383)	200	200
001-0102-512.55-00	Books/Pubs/Subsc/Memb - Subscriptions	-	-	1,000	-	1,000
	Subtotal Operating	122,299	70,632	130,275	193,509	296,380
Total City Manager		\$ 741,875	\$ 631,394	\$ 693,359	\$ 781,562	\$ 909,450

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	2017 Actual	2018 Actual	2019 Budget	2020 Budget
Salaries	\$ 126,336	\$ 193,312	\$ 161,544	\$ 168,707
Benefits	46,138	62,030	75,646	82,098
Operating	214,704	149,062	380,512	307,160
Supplies	11,078	14,302	22,140	33,845
Capital	-	-	-	-
Total	\$ 398,256	\$ 418,706	\$ 639,842	\$ 591,810

Funding Source				
General Fund	398,256	418,706	639,842	591,810
Total	\$ 398,256	\$ 418,706	\$ 639,842	\$ 591,810

Our Accomplishments in 2018-19

- ❖ Worked closely with Enterprise Florida, the Orlando Economic Partnership and Seminole County's Economic Development Dept. to recruit a new company to Sanford – Quantum Flo.
- ❖ Worked closely with Seminole County's Economic Development Dept. and the Sanford Chamber of Commerce to assist in the expansion /retention of a minimum of two companies in Sanford –Benada Aluminum, Hernon Manufacturing, World Housing Solution, Next Horizon and Boss Laser.
- ❖ Ensured the success of the Business Retention & Expansion (BRE) program by supporting the visitations by the Sanford Chamber of Commerce of 60 existing businesses.
- ❖ Assisted the Sanford Chamber of Commerce in planning a “Captains of Industry” reception for targeted industry executives and in continuing and expanding the Industry Recognition Dinner.
- ❖ Participated in the Florida Virtual Entrepreneur Center website.
- ❖ Continues to build a strong partnership with Orlando North Tourism to promote the City of Sanford.
- ❖ Attended Visit Florida meetings and conferences to determine other opportunities to promote the City of Sanford.
- ❖ Continued to build the Craft Brew/Distillery industry as another targeted industry in Sanford – Wops Hops, Sanford Brewing Co., Deviant Wolfe, Inner Compass; Tuffy's Cidery.
- ❖ Continued to work with City staff and the Sanford CRA to address the parking situation in downtown Sanford.
- ❖ Continued to work with World Housing Solution, Constant Aviation, L-3 Technologies/Commercial Training Solutions and Hernon Manufacturing in expanding their operations in Sanford.
- ❖ Worked with site consultant to attract interested company to potential brownfield site on East Lake Mary Blvd.
- ❖ Worked with the AAA Dental Assistant Academy in finding an appropriate facility for their expansion.
- ❖ Worked with several hotel developers in the development of new hotels within the City.
- ❖ Assisted City staff and CRA in the future development of the Catalyst Site – Heritage Park.
- ❖ Worked with Seminole County to produce ‘business spotlights’ for Sanford existing businesses.

Goals and Objectives for 2019-20

- ❖ Recruitment of new companies to Sanford – creating new high wage high value jobs that are 115% - 150% over the County’s average wage.
- ❖ Expansion and retention of existing companies.
- ❖ Marketing and promotion of Sanford and the Downtown CRA.
- ❖ Maintain a system that tracks fair housing complaints.
- ❖ Communication with staff expectations of their performance.
- ❖ Assessment of training needs for staff & what is being done to acquire training.
- ❖ Succession Planning.

CITY MANAGER - ECONOMIC DEVELOPMENT Performance Measures				
Activity	Actual 2016-2017	Actual 2017-2018	Expected 2018-2019	Proposed 2019-2020
# of Projects Recruited/Expanded	N/A	14	20	15
# of Jobs Created	N/A	195	2000	1000
% Increase in promotional and marketing opp	N/A	10	10	10
# of Existing business contacts	N/A	100	100	100

Authorized Positions

Full Time Equivalents	Grade	Funded 2018	Funded 2019	+/-	Funded 2020	Authorized & Unfunded
City Manager-Economic Development						
Economic Development and Promotions Director **	427	1.00	1.00	-	1.00	-
Administrative Coordinator **	413	-	-	-	-	0.50
Economic Development Project Manager	424	0.40	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 Full Time Equivalents		2.05	2.05	-	2.05	0.50

**Split between funds or departments/divisions

Economic Development

Account	Description	2016 Actual	2017 Actual	2018 Actual	2019 Budget	2020 Final Budget
Personnel						
001-0102-559.12-00	Regular Salaries & Wages	93,380	111,331	177,879	151,256	155,400
001-0102-559.12-02	Regular Salaries - Additional Pays	6,944	6,925	7,789	6,907	11,107
001-0102-559.12-06	Reg Salaries - Opt Out Health Insurance	1,203	600	600	600	600
001-0102-559.13-00	Part Time Wages	4,469	7,257	5,698	-	-
001-0102-559.14-00	Overtime	1,205	223	1,346	2,781	1,600
001-0102-559.21-00	FICA/Medicare Taxes	8,101	9,131	14,400	12,391	12,940
001-0102-559.22-01	Retirement Contributions - FRS	18,032	22,198	28,934	33,619	37,506
001-0102-559.23-00	Medical Insurance	6,381	13,963	17,386	28,415	30,486
001-0102-559.23-02	Medical Insurance - Life & ST Disability	521	699	1,084	782	818
001-0102-559.24-00	Worker's Compensation	121	147	227	439	348
Subtotal Personnel Services		140,357	172,474	255,342	237,190	250,805
Operating						
001-0102-559.31-00	Professional Services	155,175	47,419	13,097	35,000	35,000
001-0102-559.34-00	Other Contractual Services	15,000	21,725	-	15,000	15,000
001-0102-559.40-00	Travel & Per Diem	5,278	2,832	8,140	8,100	16,100
001-0102-559.41-00	Communications Services	1,565	1,277	1,166	965	1,471
001-0102-559.42-00	Postage & Transportation	3	6	615	200	200
001-0102-559.43-00	Utility Services	127	171	139	-	139
001-0102-559.44-00	Rentals & Leases	-	76	(0)	-	-
001-0102-559.45-01	Insurance - Operating Liability	1,971	3,771	4,255	3,992	4,236
001-0102-559.46-00	Repair & Maintenance Services	2,274	1,400	1,400	3,000	3,800
001-0102-559.47-00	Printing & Binding	534	383	7,698	2,750	7,604
001-0102-559.48-00	Promotional Activities	184,071	135,644	112,553	311,505	223,610
001-0102-559.49-00	Other Charges/Obligations	13,608	3,753	1,893	3,400	3,400
001-0102-559.51-00	Office Supplies	250	99	484	400	400
001-0102-559.52-00	Operating Supplies	973	1,982	251	-	-
001-0102-559.52-01	Operating Supplies - Gasoline/Diesel/Lubric	-	9	-	-	-
001-0102-559.52-05	Operating Supplies - Uniforms	-	125	193	250	250
001-0102-559.54-01	Books/Pubs/Subsc/Memb - Prof Dues	7,920	2,115	5,545	5,175	7,375
001-0102-559.54-02	Books/Pubs/Subsc/Memb - Conf/Seminar	4,508	2,758	5,838	12,220	18,720
001-0102-559.54-03	Books/Pubs/Subsc/Memb - Subscriptions	308	237	98	695	3,700
Subtotal Operating		393,565	225,782	163,364	402,652	341,005
Total Economic Development \$ 533,922 \$ 398,256 \$ 418,706 \$ 639,842 \$ 591,810						

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	2017 Actual	2018 Actual	2019 Budget	2020 Budget
Salaries	\$ 53,173	\$ 93,957	\$ 103,404	\$ 105,206
Benefits	12,864	25,382	29,027	30,619
Operating	42,387	39,729	45,449	50,983
Supplies	208	3,227	3,229	1,745
Capital	-	-	-	-
Total	\$ 108,632	\$ 162,296	\$ 181,109	\$ 188,553

Funding Source				
General Fund	108,632	162,296	181,109	188,553
Total	\$ 108,632	\$ 162,296	\$ 181,109	\$ 188,553

Our Accomplishments in 2018-19

- ❖ Submitted CDBG Annual Action Plan and CAPER on Time.
- ❖ Completed 9 Immediate Needs houses, in collaboration with Seminole County completed 6 reconstructed houses.
- ❖ Upgrading of Streetlights in Georgetown Completed.
- ❖ Secured T.A. from HUD to assist with preparing for closeout of NSP-3 program in 2020.
- ❖ In collaboration with Seminole County conducted one Homeownership Fair.
- ❖ In collaboration with Code enforcement facilitated the donation of three properties to Habitat for Humanity for low-income homeownership.
- ❖ In collaboration with Habitat for Humanity conducted the Builder Blitz in Sanford.

- ❖ Completed the Goldsboro Choice Neighborhood Initiative Transformation Plan and submitted to HUD.
- ❖ Continued to facilitate the Homeless Task Force and increase services to the chronic homeless in the City of Sanford.
- ❖ Participated in three My Brother Keepers Webinar and established the advisory Committee.
- ❖ Partnered with Goldsboro Front Porch Council and CareerSource to provide summer employment for 50 students.
- ❖ Successfully relocated the Goldsboro Farmers Market and increased the visibility.
- ❖ In collaboration with SPD and Westside community Center held two events to promote positive police youth relations.
- ❖ Established a positive working relationship with the LGBTQ community to address diversity, equity and inclusion in the City of Sanford.
- ❖ As a member of the Divided Community Project at The Ohio State University assisted with planning and participated in the American Spirit Summit.

Goals and Objectives for 2019-20

- ❖ Be compliant with HUD/CDBG/NSP program guidelines and policy.
- ❖ Implement CDBG programs, monitor and enter information on a timely basis to HUD.
- ❖ Address Homelessness in the 2019-2020 Annual Action Plan.
- ❖ Increase community awareness of CDBG funded activities.
- ❖ Support CDBG Advisory Board.
- ❖ Complete NSP-3 Program requirements for Closeout.
- ❖ Maintain a system that track housing complaints.
- ❖ Continue to work with Sanford Housing Authority, Habitat for Humanity, Golden Rule and other affordable housing organizations to identify grants to assist with development of affordable housing units.
- ❖ Promote homeownership for low and middle-income homebuyers.
- ❖ Build a home for a disabled veteran (Mortgage Free).
- ❖ Address needs in distressed areas of the City that are not part of CDBG target area.

- ❖ Continue to convene the Sanford Task Force on Homelessness and increase services.
- ❖ Activate My Brother's Keeper Initiative.
- ❖ Implementation of Goldsboro CNI Transformation Plan.
- ❖ Expand opportunities for youth employment & Expand opportunities for youth leadership and development programs.
- ❖ Promote diversity, equality and inclusion of all City communities e.g. to include LGBTQ.

CITY MANAGER - COMMUNITY RELATIONS				
Performance Measures				
Activity	Actual 2016-2017	Actual 2017-2018	Expected 2018-2019	Proposed 2019-2020
Conducts Distressed Areas Assessment	Study Completed	Develop action plan	Develop action plan	Create a neighborhood revitalization program
NSP-3 Acquire/Rehab/ sale 12 units	Sold 2 units/Donated 2 units	Donate 2 units	Donate 2 units	Complete donation of 2 duplexes
NSP-3 Administration	Submitted 4 QPR's	Submitted 4 QPR's	4 QPR's	Submit quarterly reports on time
NSP-3 Monitor for Affordability Period	11 comp/1 Foreclosure	12 units	12 units	Complete annual monitoring on 12 units
CDBG Annual Action Plan	1	1	1	Submit annual action plan by 8/15/19
CDBG Economic Development	0 ED grants/Revise	4 ED grants	4 ED grants	Complete 4 façade improvement grants on HGB
CDBG Facilities Improvement	Complete project GT	Upgrade street lights Gold	Upgrade str. lights Gold	N/A
CDBG Public Services	300/Youth	300/Youth	300/Youth	400/Youth
Increase awareness of CDBG				Publish two newsletters
CDBG Housing Immediate Needs	15 Houses	15 Houses	15 Houses	5 Houses
SHIP/HOME Rehab/Reconstruct	7 Houses	7 Houses	7 Houses	3 Houses
Affordable Housing Rehab/Reconst habitat	1 House	1 House	1 House	3 Houses
Affordable Housing Disabled Veterans	0 House	1 House	1 House	1 House
Homeownership Fair	1	1	1	1
Summer Yough Employment Program	50 Youth	60 Youth	60 Youth	60 Youth
My Brother's Keeper Mentoring Youth	50 Youth	50 Youth	50 Youth	50 Youth
MBK Activities for Youth	100 Youth	100 Youth	100 Youth	100 Youth
Promote Diversity, Equality and inclusion	Establish Advisory BD	I Mock exercise	I Mock exercise	Enhance relations with the LGBTQ community
Goldsboro Farmers Market	N/A	N/A	N/A	Increase visibility/website and activity/vendors
Goldsboro Choice Neighborhood Initiative	Implement Program	Complete Report	Establish lead agency	Facilitate meetings with SHA and GFPC
Homless Services	Maintain Task Force	Revise brochure	Day program	Establish a day center downtown
Homeless Information Card	N/A	N/A	N/A	Publish in spanish and english and distribute
Homeless Information and referral service	N/A	N/A	N/A	Establish a call center for homeless services

Authorized Positions

Full Time Equivalents	Grade	Funded 2018	Funded 2019	+/-	Funded 2020	Authorized & Unfunded
City Manager-Community Relations						
Community Relations and Neighborhood Engagement Director **	427	1.00	1.00	(0.25)	0.75	-
Administrative Specialist III **	412	0.50	0.50	-	0.50	-
Total Full Time Equivalents		1.50	1.50	(0.25)	1.25	-

**Split between funds or departments/divisions

Community Relations						
Account	Description	2016 Actual	2017 Actual	2018 Actual	2019 Budget	2020 Final Budget
Personnel						
001-0102-569.12-00	Regular Salaries & Wages	12,912	51,788	91,411	99,423	102,406
001-0102-569.12-02	Regular Salaries - Additional Pays	250	600	600	600	600
001-0102-569.12-06	Reg Salaries - Opt Out Health Insurance	-	600	600	600	600
001-0102-569.14-00	Overtime	-	185	1,346	2,781	1,600
001-0102-569.21-00	FICA/Medicare Taxes	1,019	3,940	7,093	7,931	8,070
001-0102-569.22-01	Retirement Contributions - FRS	1,016	3,997	7,444	8,511	9,127
001-0102-569.23-00	Medical Insurance	1,405	4,512	10,131	11,840	12,703
001-0102-569.23-02	Medical Insurance - Life & ST Disability	81	354	604	506	522
001-0102-569.24-00	Worker's Compensation	32	61	110	239	197
	Subtotal Personnel Services	16,715	66,037	119,340	132,431	135,825
Operating						
001-0102-569.31-00	Professional Services	-	3,300	-	-	-
001-0102-569.34-00	Other Contractual Services	-	31,452	32,692	37,000	35,000
001-0102-569.40-00	Travel & Per Diem	3,217	4,605	4,763	5,827	6,731
001-0102-569.41-00	Communications Services	292	1,030	1,384	847	1,177
001-0102-569.42-00	Postage & Transportation	53	194	-	275	275
001-0102-569.46-00	Repair & Maintenance Services	-	-	50	-	800
001-0102-569.47-00	Printing & Binding	-	-	50	-	-
001-0102-569.48-00	Promotional Activities	-	875	599	1,000	500
001-0102-569.49-00	Other Charges/Obligations	170	931	191	500	6,500
001-0102-569.51-00	Office Supplies	-	35	226	180	250
001-0102-569.52-00	Operating Supplies	-	28	2,659	-	-
001-0102-569.52-05	Operating Supplies	-	-	95	-	100
001-0102-569.54-01	Books/Pubs/Subsc/Memb - Prof Dues	-	-	-	1,435	195
001-0102-569.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	-	145	220	1,614	1,200
001-0102-569.54-03	Books/Pubs/Subsc/Memb - Subscriptions	-	-	27	-	-
	Subtotal Operating	3,732	42,595	42,956	48,678	52,728
Total Community Relations		\$ 20,447	\$ 108,632	\$ 162,296	\$ 181,109	\$ 188,553

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.

LIHEAP Division & LIHEAP Fund

The Community Relations division 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 2019 is \$983,456.

Authorized Positions

Full Time Equivalents	Grade	Funded 2018	Funded 2019	+/-	Funded 2020	Authorized & Unfunded
Community Improvement - LIHEAP (Grant Funded)						
Executive Director of Development Services **	433	-	0.25	-	0.25	-
Community Relations and Neighborhood Engagement Director **	427	-	-	0.25	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 Full Time Equivalents		3.25	3.25	0.25	3.50	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 2018-19

- ❖ Provided supplemental energy assistance to 1,793 families in Seminole County.

Goals and objectives for 2019-20

- ❖ Expend at least 95% of our client service funding.
- ❖ Conduct two outreach programs this year.
- ❖ Target senior with disabilities for services.

LIHEAP Performance Measures				
Activity	Actual 2016-2017	Actual 2017-2018	Expected 2018-2019	Proposed 2019-2020
Number of clients served	1,514	1,793	1,925	2,118
Percentage of funding expended for services	90.00%	78.00%	95.00%	95.00%

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.

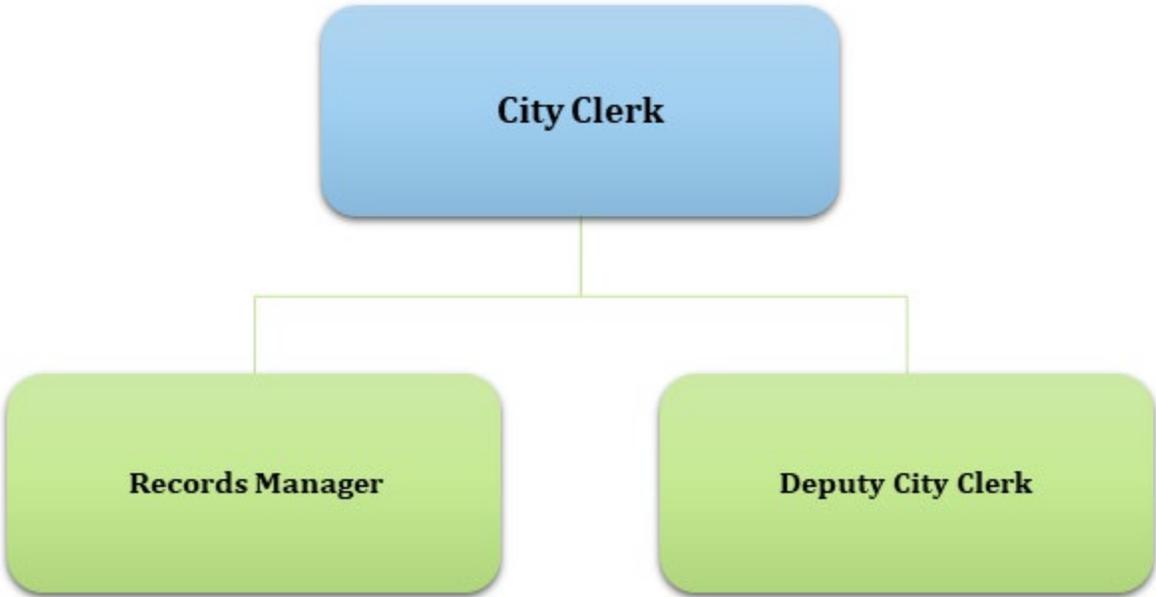
Summary

Expenditures	2017 Actual	2018 Actual	2019 Budget	2020 Budget
Operating	\$ 232,851	\$ 309,758	\$ 300,700	\$ 340,700
Supplies	1,064	275	1,550	1,550
Total	\$ 233,915	\$ 310,033	\$ 302,250	\$ 342,250

Funding Source				
General Fund	233,915	310,033	302,250	342,250
Total	\$ 233,915	\$ 310,033	\$ 302,250	\$ 342,250

City Attorney						
Account	Description	2016 Actual	2017 Actual	2018 Actual	2019 Budget	2020 Final Budget
Operating						
001-0103-514.31-00	Professional Services	329,888	232,432	309,053	300,000	340,000
001-0103-514.40-00	Travel & Per Diem	612	419	705	700	700
001-0103-514.49-00	Other Charges/Obligations	-	168	-	-	-
001-0103-514.54-01	Books/Pubs/Subsc/Memb - Prof Dues	-	-	-	700	700
001-0103-514.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	275	896	275	850	850
	Subtotal Operating	330,775	233,915	310,033	302,250	342,250
Total City Attorney		\$ 330,775	\$ 233,915	\$ 310,033	\$ 302,250	\$ 342,250

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	2017 Actual	2018 Actual	2019 Budget	2020 Budget
Salaries	\$ 173,827	\$ 188,350	\$ 193,835	\$ 194,619
Benefits	64,791	72,195	84,151	89,892
Operating	34,365	51,987	47,332	90,667
Supplies	4,215	7,058	4,839	6,586
Capital	-	-	-	-
Total	\$ 277,198	\$ 319,591	\$ 330,157	\$ 381,764

Funding Source				
General Fund	277,198	319,591	330,157	381,764
Total	\$ 277,198	\$ 319,591	\$ 330,157	\$ 381,764

Authorized Positions

	Grade	Funded 2018	Funded 2019	+/-	Funded 2020	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 2018-19

- ❖ Held several training sessions for staff and board members for Ethics Training (2 – 4 hour sessions), Public Records (1 class), Records Management (3 classes), Laserfiche (2 classes), and WebLink (2 classes).
- ❖ Conducted (2) Citizen’s Academy Presentations.
- ❖ Coordinated the 3rd Annual Board Appreciation Event at the Civic Center.
- ❖ Assistance in coordinating the City’s Annual Safety Luncheon.
- ❖ Held elections - 2018

Goals and Objectives for 2019-20

- ❖ 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 2016-2017	Actual 2017-2018	Expected 2018-2019	Proposed 2019-2020
Commission Agendas Prepared	49	42	50	50
Minutes Prepared	49	42	50	50
Ordinances Prepared for Adoption	35	48	40	50
Resolutions Prepared for Approval	75	53	70	70
Laserfiche Documents Scanned	32,000	11,433	32,000	32,000
Documents Disposed (cubic feet)	700	625	1,000	1,000
Public Records Requests Processed	120	168	160	160

City Clerk

<i>Account</i>	<i>Description</i>	<i>2016 Actual</i>	<i>2017 Budget</i>	<i>2018 Actual</i>	<i>2019 Budget</i>	<i>2020 Final Budget</i>
Personnel						
001-0104-512.12-00	Regular Salaries & Wages	168,408	171,804	183,452	188,566	190,779
001-0104-512.12-02	Regular Salaries - Additional Pays	493	480	3,651	840	840
001-0104-512.14-00	Overtime	1,556	1,543	1,247	4,429	3,000
001-0104-512.21-00	FICA/Medicare Taxes	12,786	12,894	14,105	14,867	14,928
001-0104-512.22-01	Retirement Contributions - FRS	25,563	26,595	30,755	32,360	35,527
001-0104-512.23-00	Medical Insurance	23,223	24,013	26,111	35,518	38,107
001-0104-512.23-02	Medical Insurance - Life & ST Disability	960	1,088	1,029	956	965
001-0104-512.24-00	Worker's Compensation	196	201	194	450	365
	Subtotal Personnel Services	233,185	238,618	260,546	277,986	284,511
Operating						
001-0104-512.31-00	Professional Services	1,930	1,424	2,626	2,000	2,000
001-0104-512.34-00	Other Contractual Services	-	-	-	-	39,600
001-0104-512.40-00	Travel & Per Diem	3,736	3,697	3,052	4,339	6,506
001-0104-512.41-00	Communications Services	1,800	1,702	1,459	1,683	1,495
001-0104-512.42-00	Postage & Transportation	392	274	325	400	400
001-0104-512.44-00	Rentals & Leases	2,679	2,679	2,679	2,680	2,680
001-0104-512.45-01	Insurance - Operating Liability	925	919	2,442	1,157	1,248
001-0104-512.46-00	Repair & Maintenance Services	-	-	236	-	600
001-0104-512.47-00	Printing & Binding	1,456	1,278	1,299	1,503	1,503
001-0104-512.49-00	Other Charges/Obligations	26,627	22,392	37,869	33,570	34,635
001-0104-512.51-00	Office Supplies	440	939	399	918	900
001-0104-512.52-00	Operating Supplies	75	183	2,585	-	2,500
001-0104-512.54-01	Books/Pubs/Subsc/Memb - Prof Dues	970	1,040	1,271	1,055	1,055
001-0104-512.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	2,780	2,050	2,804	2,805	2,110
001-0104-512.54-03	Books/Pubs/Subsc/Memb - Subscriptions	-	3	-	61	21
	Subtotal Operating	43,810	38,580	59,045	52,171	97,253
Total City Clerk \$		276,995 \$	277,198 \$	319,591 \$	330,157 \$	381,764

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

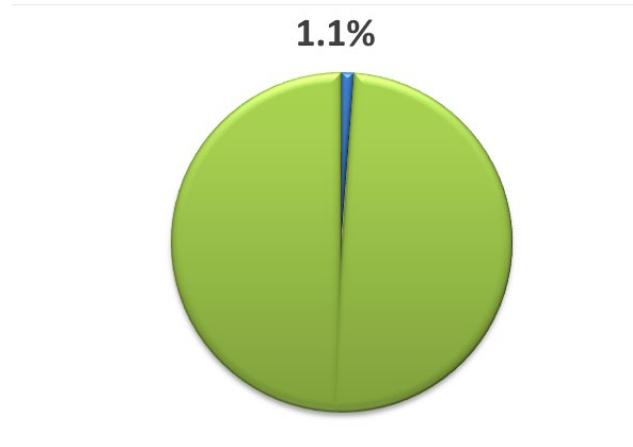
The Human Resources/Risk Management Department exists to provide an organizational frame work to recruit, select, classify, compensate, develop, and reward the City's diverse workforce, while ensuring an environment that optimizes safety, productivity, efficiency and effectiveness. Human Resources/Risk Management is also responsible for risk management which oversees more than \$10 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	2017 Actual	2018 Actual	2019 Budget	2020 Budget
Salaries	\$ 245,489	\$ 253,001	\$ 266,568	\$ 272,900
Benefits	76,204	87,169	96,290	115,975
Operating	122,133	120,030	141,593	130,190
Supplies	2,914	3,845	8,975	12,485
Capital	-	-	-	-
Total	\$ 446,740	\$ 464,045	\$ 513,426	\$ 531,550

Funding Source				
General Fund	\$ 446,740	\$ 464,045	\$ 513,426	\$ 531,550
Total	\$ 446,740	\$ 464,045	\$ 513,426	\$ 531,550

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 2018-19

- ❖ Coordinated language assessment testing for participating employees; eligible employees receive a \$20 bi-weekly per language assessed incentive.
- ❖ Maintained low levels of Workers Compensation Claims administered by Johns Eastern of 26 in FY18; 33 in FY17; 33 in FY16; and 28 in FY15.
- ❖ Administered for the fifth consecutive year the reinstated Employee Service Awards Recognition and Luncheon for Years of Service.
- ❖ Held a successful Breast Cancer Awareness Week in October 2018.
- ❖ Hosted CareHere Lunch and Learns throughout the year on health and wellness topics.
- ❖ Conducted Annual Effective Supervisory Training Classes.
- ❖ Recovered \$58,982 in CY2018 \$141,348 in CY2017, \$83,467 in CY2016, and \$74,710 in CY2015 from others due to their damage to City property and vehicles, as well as \$443,779 In Workers Compensation claim recoveries.

Goals and Objectives for 2019-20

- ❖ Continue the training of staff member specifically in the area of recruitment, employee in-processing and employment related issues and activities.
- ❖ Schedule Effective Supervisory Training classes.
- ❖ Implement NeoGov performance evaluation program.
- ❖ Supervisor Performance Evaluation Training.

- ❖ Revise the current paid leave policy, promotion policy, leave donation policy, and PTO policy.
- ❖ Review and research with health insurance partners strategies to reduce the traditional health insurance claim dollars.
- ❖ Coordinate city training classes on social security and FRS.
- ❖ Develop and revise various administrative policies.
- ❖ Complete the intergration between payroll and BenefitFocus.
- ❖ Contract Functional Capacity Exams or equivalent on general employee new hire as part of the new hire pre-employment/post offer process.

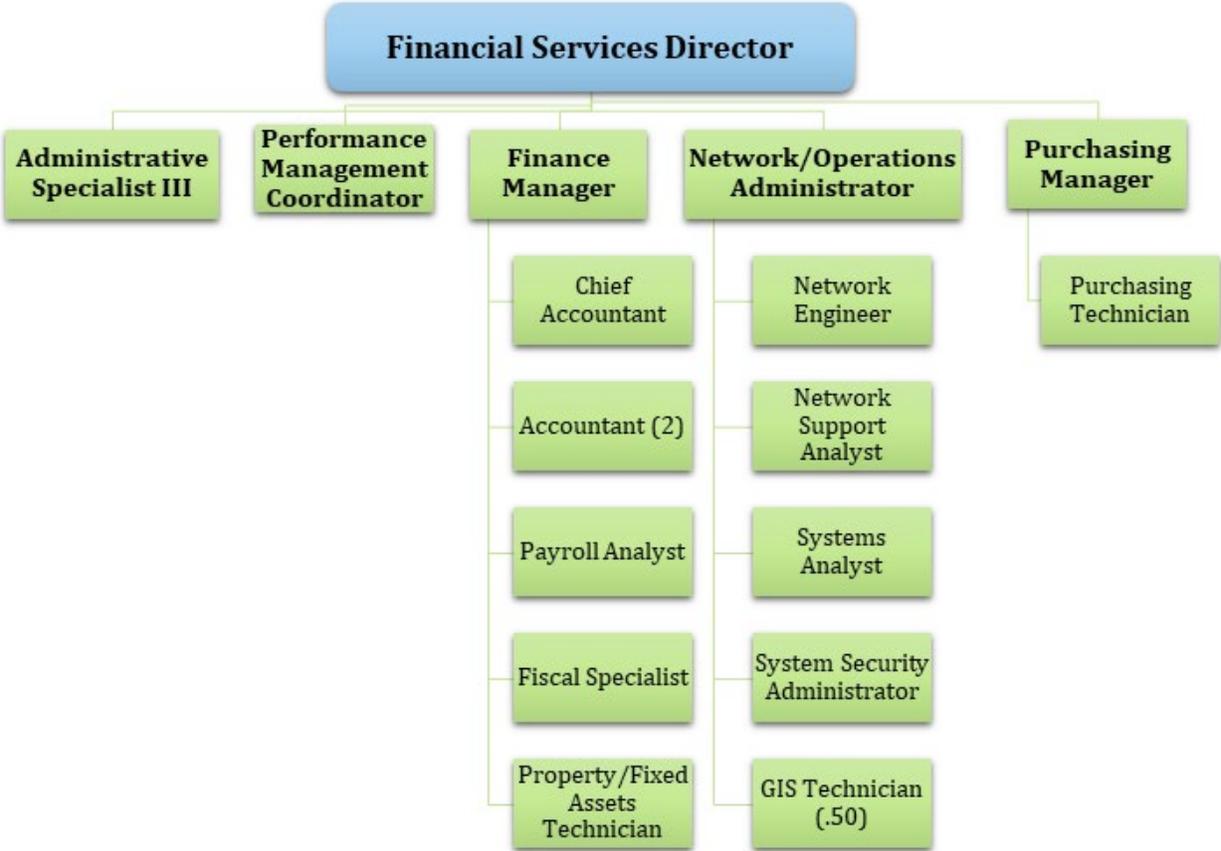
HUMAN RESOURCES Performance Measures				
Activity	Actual 2016-2017	Actual 2017-2018	Expected 2018-2019	Proposed 2019-2020
Number of days from final approval or requisition to job posting	10	7	7	5
Number of days from job posting closing to referrals to respective department	5	4	3	3
Number of workers compensation Lost Time Claims; bring employees back to work in restricted duty capacity	5	6	6	6
Volume of general liability claims	52	51	52	50
Volume of automobile liability claims	20	20	20	20
Days dept selection to meet with candidate	N/A	N/A	5	5

Authorized Positions

Full Time Equivalents	Grade	Funded 2018	Funded 2019	+/-	Funded 2020	Authorized & Unfunded
Human Resources						
Human Resources Director	431	1.00	1.00	-	1.00	-
Risk Manager		-	-	-	-	1.00
Senior HR Analyst-Recruit & Employee Relations	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 Full Time Equivalents		4.00	4.00	-	4.00	2.00

Human Resources						
Account	Description	2016 Actual	2017 Actual	2018 Actual	2019 Budget	2020 Final Budget
Personnel						
001-0105-513.12-00	Regular Salaries & Wages	231,868	238,889	246,401	259,968	266,300
001-0105-513.12-02	Regular Salaries - Additional Pays	5,206	5,400	5,400	5,400	5,400
001-0105-513.12-06	Reg Salaries - Opt Out Health Insurance	1,000	1,200	1,200	1,200	1,200
001-0105-513.21-00	FICA/Medicare Taxes	17,155	17,844	18,209	20,447	20,933
001-0105-513.22-01	Retirement Contributions - FRS	30,749	32,536	35,210	38,390	42,369
001-0105-513.23-00	Medical Insurance	23,211	24,013	31,837	35,518	50,809
001-0105-513.23-02	Medical Insurance - Life & ST Disability	1,323	1,528	1,617	1,326	1,358
001-0105-513.24-00	Worker's Compensation	270	283	296	609	506
	Subtotal Personnel Services	310,782	321,693	340,170	362,858	388,875
Operating						
001-0105-513.31-00	Professional Services	92,455	96,968	87,429	90,620	77,962
001-0105-513.34-00	Other Contractual Services	6,311	4,483	10,109	10,145	12,601
001-0105-513.40-00	Travel & Per Diem	2,218	1,858	2,698	4,800	7,300
001-0105-513.41-00	Communications Services	2,167	2,015	1,904	1,718	1,646
001-0105-513.42-00	Postage & Transportation	1,163	911	1,417	1,260	1,560
001-0105-513.44-00	Rentals & Leases	1,998	1,998	1,998	1,998	1,998
001-0105-513.45-01	Insurance - Operating Liability	1,030	1,147	1,655	1,265	1,347
001-0105-513.45-02	Insurance - Auto Liability	225	207	243	109	138
001-0105-513.46-00	Repair & Maintenance Services	94	1,793	357	2,640	1,500
001-0105-513.47-00	Printing & Binding	2,588	1,948	2,725	2,298	2,298
001-0105-513.48-00	Promotional Activities	9,264	4,847	3,179	9,950	10,050
001-0105-513.49-00	Other Charges/Obligations	6,480	3,958	6,317	14,790	11,790
001-0105-513.51-00	Office Supplies	964	336	1,039	2,450	3,450
001-0105-513.52-00	Operating Supplies	766	888	924	600	600
001-0105-513.52-01	Operating Supplies - Gasoline/Diesel/Lubric	-	36	35	200	200
001-0105-513.54-01	Books/Pubs/Subsc/Memb - Prof Dues	660	434	135	1,075	1,235
001-0105-513.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	2,131	1,095	1,612	3,550	4,400
001-0105-513.54-03	Books/Pubs/Subsc/Memb - Subscriptions	100	100	100	100	100
001-0105-513.55-00	Training	761	25	-	1,000	2,500
	Subtotal Operating	131,375	125,047	123,875	150,568	142,675
Total Human Resources		\$ 442,157	\$ 446,740	\$ 464,045	\$ 513,426	\$ 531,550

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	2017 Actual	2018 Actual	2019 Budget	2020 Budget
Salaries	\$ 952,482	\$ 958,385	\$ 1,030,544	\$ 1,067,601
Benefits	284,705	306,327	361,346	386,478
Operating	828,400	1,245,612	1,173,731	1,212,755
Supplies	29,210	27,820	34,565	55,204
Capital	-	-	-	-
Total	\$ 2,094,797	\$ 2,538,144	\$ 2,600,186	\$ 2,722,038

Funding Source				
General Fund	\$ 2,094,797	\$ 2,538,144	\$ 2,600,186	\$ 2,722,038
Total	\$ 2,094,797	\$ 2,538,144	\$ 2,600,186	\$ 2,722,038

Financial Services as a percentage of General Fund

5.4%



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 2018-19

- ❖ Completed the CAFR without audit comments and received the Certificate of Achievement for Excellence in Financial Reporting.
- ❖ Received the Distinguished Budget Award for the 2019 budget.
- ❖ Completion of the budget process.

Goals and objectives for 2019-20

- ❖ 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 2016-2017	Actual 2017-2018	Expected 2018-2019	Proposed 2019-2020
# A/P Transactions	5,679	5,889	5,900	5,900
# Purchase Card Transactions	8,428	9,092	9,000	9,000
# Payroll Transactions	14,011	14,098	14,100	14,100
# Budget Adjustments Updated	93	67	65	65
# of Grants Managed	23	31	27	27
# of A/R Invoices Processed	231,360	236,502	235,000	235,000
Value of Fixed Assets (Citywide Inventory)	\$493,645,972	\$518,287,953	\$51,800,000	\$51,800,000
# of Journal Entries Updated	666	680	700	700
# of Grant Compliance Findings	0	0	0	0
# of Audit Adjustments	0	0	0	0
# CAFR Comments (with Grant Compliance)	0	0	0	0
# of Adverse Comments on TRIM from DOR	0	0	0	0

Summary

Expenditures	2017 Actual	2018 Actual	2019 Budget	2020 Budget
Salaries	\$ 490,561	\$ 500,291	\$ 556,519	\$ 570,089
Benefits	169,476	175,791	228,627	231,342
Operating	203,344	211,118	181,240	165,329
Supplies	10,261	13,485	11,775	26,324
Capital	-	-	-	-
Total	\$ 873,642	\$ 900,685	\$ 978,161	\$ 993,084

Funding Source				
General Fund	\$ 873,642	\$ 900,685	\$ 978,161	\$ 993,084
Total	\$ 873,642	\$ 900,685	\$ 978,161	\$ 993,084

Authorized Positions

Full Time Equivalents	Grade	Funded 2018	Funded 2019	+/-	Funded 2020	Authorized & Unfunded
Finance - Accounting and Finance						
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 Management Coordinator	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 Technician	410	1.00	1.00	-	1.00	-
Senior Accountant		-	-	-	-	1.00
Resource Specialist		-	-	-	-	1.00
Fiscal Technician		-	-	-	-	2.00
Total Full Time Equivalents		10.00	10.00	-	10.00	5.00

Finance/Accounting						
Account	Description	2016 Actual	2017 Actual	2018 Actual	2019 Budget	2020 Final Budget
Personnel						
001-0401-513.12-00	Regular Salaries & Wages	459,584	487,893	491,585	554,804	566,769
001-0401-513.12-02	Regular Salaries - Additional Pays	1,163	2,256	7,169	1,200	1,720
001-0401-513.12-06	Reg Salaries - Opt Out Health Insurance	-	300	1,200	-	1,200
001-0401-513.14-00	Overtime	124	112	338	515	400
001-0401-513.21-00	FICA/Medicare Taxes	33,154	35,319	35,944	42,687	43,728
001-0401-513.22-01	Retirement Contributions - FRS	49,642	54,130	57,206	63,466	69,365
001-0401-513.23-00	Medical Insurance	55,693	76,412	79,097	118,392	114,320
001-0401-513.23-02	Medical Insurance - Life & ST Disability	2,427	3,047	2,971	2,800	2,865
001-0401-513.24-00	Worker's Compensation	529	568	573	1,282	1,064
001-0401-513.25-00	Unemployment Compensation	1,353	-	-	-	-
	Subtotal Personnel Services	603,669	660,037	676,082	785,146	801,431
Operating						
001-0401-513.31-00	Professional Services	61,489	43,719	54,001	9,500	20,000
001-0401-513.32-00	Accounting & Auditing	75,200	80,380	57,260	88,418	70,000
001-0401-513.34-00	Other Contractual Services	-	150	-	2,800	-
001-0401-513.40-00	Travel & Per Diem	3,432	7,367	4,262	8,042	6,558
001-0401-513.41-00	Communications Services	2,297	2,434	2,517	2,526	2,534
001-0401-513.42-00	Postage & Transportation	6,489	5,634	2,780	6,060	6,360
001-0401-513.44-00	Rentals & Leases	5,372	7,663	6,355	6,454	6,454
001-0401-513.45-01	Insurance - Operating Liability	3,739	3,279	5,249	4,636	4,983
001-0401-513.46-00	Repair & Maintenance Services	195	1,379	24,000	-	1,000
001-0401-513.47-00	Printing & Binding	2,943	2,911	3,315	3,010	3,290
001-0401-513.49-00	Other Charges/Obligations	67,399	48,428	51,379	49,794	44,150
001-0401-513.51-00	Office Supplies	4,588	5,738	5,158	6,920	7,300
001-0401-513.52-00	Operating Supplies	1,853	1,032	3,053	1,100	1,100
001-0401-513.52-01	Operating Supplies - Gasoline/Diesel/Lubric	38	-	-	-	-
001-0401-513.54-01	Books/Pubs/Subsc/Memb - Prof Dues	935	790	3,785	915	4,005
001-0401-513.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	1,535	2,643	1,389	2,840	13,819
001-0401-513.54-03	Books/Pubs/Subsc/Memb - Subscriptions	-	58	100	-	100
	Subtotal Operating	237,504	213,605	224,603	193,015	191,653
Total Finance/Accounting		\$ 841,173	\$ 873,642	\$ 900,685	\$ 978,161	\$ 993,084

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	2017 Actual	2018 Actual	2019 Budget	2020 Budget
Salaries	\$ 348,386	\$ 326,058	\$ 367,381	\$ 386,887
Benefits	97,572	101,439	103,541	111,203
Operating	622,538	1,030,933	989,252	1,042,169
Supplies	17,835	10,746	20,725	25,925
Capital	-	-	-	-
Total	\$ 1,086,331	\$ 1,469,176	\$ 1,480,899	\$ 1,566,184

Funding Source				
General Fund	\$ 1,086,331	\$ 1,469,176	\$ 1,480,899	\$ 1,566,184
Total	\$ 1,086,331	\$ 1,469,176	\$ 1,480,899	\$ 1,566,184

Our Accomplishments in 2018-19

- ❖ Replaced 60% network switches
- ❖ Refreshed 25% of aging computer fleet
- ❖ Implemented new surveillance storage system
- ❖ City website upgraded with new content management system
- ❖ Implemented new network at the Community Center East building
- ❖ Implemented new surveillance solution for parks with no network connectivity
- ❖ Formation of a Cybersecurity task force to identify vulnerabilities and opportunities
- ❖ Formation of an ADA Accessibility task force to remediate online content not compliant
- ❖ New network design and pilot program for Police remote access (NetMotion)
- ❖ New network design that will provide a more reliable, faster, and redundant network for first responder applications

Goals and Objectives for 2019-20

- ❖ Complete network switch replacements
- ❖ Upgrade internet circuits
- ❖ Complete Police Netmotion remote access
- ❖ Upgrade Windows Domain environment to 2016
- ❖ Upgrade Internet service
- ❖ Implement IT Self Service Portal
- ❖ Increase storage capacity
- ❖ Cognos Reports upgrade
- ❖ Integrate HR Benefits with AS400 payroll process
- ❖ Complete ADA Accessibility remediation
- ❖ Replace office printers/copiers
- ❖ Develop Purchasing, Finance, IT Sharepoint applications

FINANCE - INFORMATION TECHNOLOGY
Performance Measures

Activity	Actual 2016-2017	Actual 2017-2018	Expected 2018-2019	Proposed 2019-2020
% of Requests Completed	100.00%	99.90%	99.90%	99.00%
% of time with No Significant Outage	95.00%	96.00%	93.00%	95.00%
% of Projects Completed	20.00%	40.00%	75.00%	50.00%
Customer Satisfaction	Very Satisfied	Very Satisfied	Very Satisfied	Very Satisfied

Authorized Positions

Full Time Equivalents	Grade	Funded 2018	Funded 2019	+/-	Funded 2020	Authorized & Unfunded
Finance - Information Systems						
Communications Manager		-	-	-	-	1.00
Computer Support Technician		-	-	-	-	1.00
Network/Operations Administrator	426	1.00	1.00	-	1.00	-
Network Engineer	422	1.00	1.00	-	1.00	-
System Analyst	420	1.00	1.00	-	1.00	-
Network Support Analyst	422	1.00	1.00	-	1.00	-
System Security Administrator	420	1.00	1.00	-	1.00	-
GIS Technician **	416	0.50	0.50	-	0.50	-
Help Desk Technician	413	-	-	-	-	1.00
Total Full Time Equivalents		5.50	5.50	-	5.50	3.00

**Split between funds or departments/divisions

Information Technology

Account	Description	2016 Actual	2017 Actual	2018 Actual	2019 Budget	2020 Final Budget
Personnel						
001-0402-513.12-00	Regular Salaries & Wages	370,025	330,589	306,952	344,405	361,245
001-0402-513.12-02	Regular Salaries - Additional Pays	11,299	11,251	11,835	8,216	10,882
001-0402-513.12-06	Reg Salaries - Opt Out Health Insurance	600	300	600	2,400	2,400
001-0402-513.14-00	Overtime	11,766	6,246	6,671	12,360	12,360
001-0402-513.21-00	FICA/Medicare Taxes	29,435	26,129	24,512	28,177	29,673
001-0402-513.22-01	Retirement Contributions - FRS	27,976	26,483	26,016	30,291	33,634
001-0402-513.23-00	Medical Insurance	36,770	42,088	45,007	41,438	44,458
001-0402-513.23-02	Medical Insurance - Life & ST Disability	1,794	2,076	1,981	1,764	1,856
001-0402-513.24-00	Worker's Compensation	913	796	623	1,871	1,582
001-0402-513.25-00	Unemployment Compensation	-	-	3,300	-	-
	Subtotal Personnel Services	490,578	445,958	427,497	470,922	498,090
Operating						
001-0402-513.31-00	Professional Services	-	93,558	317,725	292,000	293,200
001-0402-513.40-00	Travel & Per Diem	978	3,898	-	2,800	3,000
001-0402-513.41-00	Communications Services	10,355	14,502	12,165	14,300	16,563
001-0402-513.42-00	Postage & Transportation	138	234	6	300	300
001-0402-513.44-00	Rentals & Leases	96	128	128	128	128
001-0402-513.45-01	Insurance - Operating Liability	8,321	10,316	11,822	11,496	12,476
001-0402-513.45-02	Insurance - Auto Liability	432	397	514	154	196
001-0402-513.46-00	Repair & Maintenance Services	418,162	498,639	685,704	667,454	692,706
001-0402-513.46-03	Repair & Maintenance Services-Adobe	-	-	-	-	3,000
001-0402-513.46-04	Repair & Maintenance Services	-	-	2,644	-	-
001-0402-513.47-00	Printing & Binding	204	207	189	220	280
001-0402-513.49-00	Other Charges/Obligations	218	659	36	400	20,320
001-0402-513.51-00	Office Supplies	898	541	743	800	800
001-0402-513.52-00	Operating Supplies	33,296	11,295	9,331	12,000	12,000
001-0402-513.52-01	Operating Supplies - Gasoline/Diesel/Lubric	441	697	216	800	800
001-0402-513.54-01	Books/Pubs/Subsc/Memb - Prof Dues	395	395	200	395	395
001-0402-513.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	3,074	4,860	-	6,380	11,580
001-0402-513.54-03	Books/Pubs/Subsc/Memb - Subscriptions	29	47	256	350	350
	Subtotal Operating	477,037	640,373	1,041,679	1,009,977	1,068,094
Capital						
001-0402-513.64-00	Machinery & Equipment	-	-	-	-	-
	Subtotal Capital	-	-	-	-	-
Total Information Technology		\$ 967,615	\$ 1,086,331	\$ 1,469,176	\$ 1,480,899	\$ 1,566,184

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.

Our Accomplishments in 2018-19

- ❖ Continued evaluating the contracts and Purchasing Policy. Revised procurement templates to conform with city policy.

Summary

Expenditures	2017 Actual	2018 Actual	2019 Budget	2020 Budget
Salaries	\$ 113,535	\$ 132,036	\$ 106,644	\$ 110,625
Benefits	17,657	29,097	29,178	43,933
Operating	2,518	3,561	3,239	5,257
Supplies	1,114	3,589	2,065	2,955
Capital	-	-	-	-
Total	\$ 134,824	\$ 168,283	\$ 141,126	\$ 162,770

Funding Source				
General Fund	\$ 134,824	\$ 168,283	\$ 141,126	\$ 162,770
Total	\$ 134,824	\$ 168,283	\$ 141,126	\$ 162,770

Goals and Objectives for 2019-20

- ❖ Process bids and prepare contracts (five year contracts) to reduce requisition time.
- ❖ Current requisitions processed and produced FY 2018-19 PO's 339 requisitions.
- ❖ Update SharePoint with existing contracts, templates, and documentation.
- ❖ Revise Purchasing Policy, and separate the terms and conditions for CCNA contracts and good & services approved by City Attorney.
- ❖ Reduce p-card transactions, and provide procurement training.

FINANCE-PURCHASING				
Performance Measures				
Activity	Actual 2016-2017	Actual 2017-2018	Expected 2018-2019	Proposed 2019-2020
Purchase orders processed	534	550	600	625
RFP's, RFQ's, and bids processed	38	150	175	110

Authorized Positions

Full Time Equivalents	Grade	Funded 2018	Funded 2019	+/-	Funded 2020	Authorized & Unfunded
Finance - Purchasing						
Purchasing Manager **	425	0.97	0.97	-	0.97	-
Purchasing Analyst	414	1.00	1.00	-	1.00	-
Total Full Time Equivalents		1.97	1.97	-	1.97	-

**Split between funds or departments/divisions

Purchasing						
Account	Description	2016 Actual	2017 Actual	2018 Actual	2019 Budget	2020 Final Budget
Personnel						
001-0403-513.12-00	Regular Salaries & Wages	101,096	110,635	130,486	104,862	109,523
001-0403-513.12-02	Regular Salaries - Additional Pays	1,014	600	350	582	1,102
001-0403-513.12-06	Reg Salaries - Opt Out Health Insurance	1,203	2,300	1,200	1,200	-
001-0403-513.21-00	FICA/Medicare Taxes	7,863	8,708	10,036	8,180	8,486
001-0403-513.22-01	Retirement Contributions - FRS	7,365	8,452	9,229	8,732	9,657
001-0403-513.23-00	Medical Insurance	6,451	-	9,264	11,485	25,024
001-0403-513.23-02	Medical Insurance - Life & ST Disability	485	369	445	536	557
001-0403-513.24-00	Worker's Compensation	114	128	122	245	209
	Subtotal Personnel Services	125,591	131,192	161,132	135,822	154,558
Operating						
001-0403-513.40-00	Travel & Per Diem	-	-	170	100	2,124
001-0403-513.41-00	Communications Services	461	361	330	359	321
001-0403-513.42-00	Postage & Transportation	294	289	605	320	320
001-0403-513.44-00	Rentals & Leases	287	383	383	383	383
001-0403-513.45-01	Insurance - Operating Liability	619	735	678	760	792
001-0403-513.47-00	Printing & Binding	582	705	748	592	592
001-0403-513.49-00	Other Charges/Obligations	249	45	647	725	725
001-0403-513.51-00	Office Supplies	742	34	819	800	800
001-0403-513.52-00	Operating Supplies	9	-	1,462	10	10
001-0403-513.54-01	Books/Pubs/Subsc/Memb - Prof Dues	285	120	428	435	340
001-0403-513.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	473	960	880	820	1,805
	Subtotal Operating	4,001	3,632	7,150	5,304	8,212
Total Purchasing		\$ 129,592	\$ 134,824	\$ 168,283	\$ 141,126	\$ 162,770

Non Departmental



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	2017 Actual	2018 Actual	2019 Budget	2020 Budget
Transfers	\$ 3,935,605	\$ 3,119,727	\$ 3,552,026	\$ 5,118,549
Insurance	387,702	571,785	584,758	675,430
CRA Payment	626,672	687,213	-	-
Grants-in-Aid	2,306	2,343	263,162	263,162
Retiree Obligations	-	-	-	-
Other	298,944	511,540	498,500	423,800
Total	\$ 5,251,229	\$ 4,892,607	\$ 4,898,446	\$ 6,480,941

Funding Source				
General Fund	\$ 5,251,229	\$ 4,892,607	\$ 4,898,446	\$ 6,480,941
Total	\$ 5,251,229	\$ 4,892,607	\$ 4,898,446	\$ 6,480,941

Non-Departmental as a percentage of General Fund

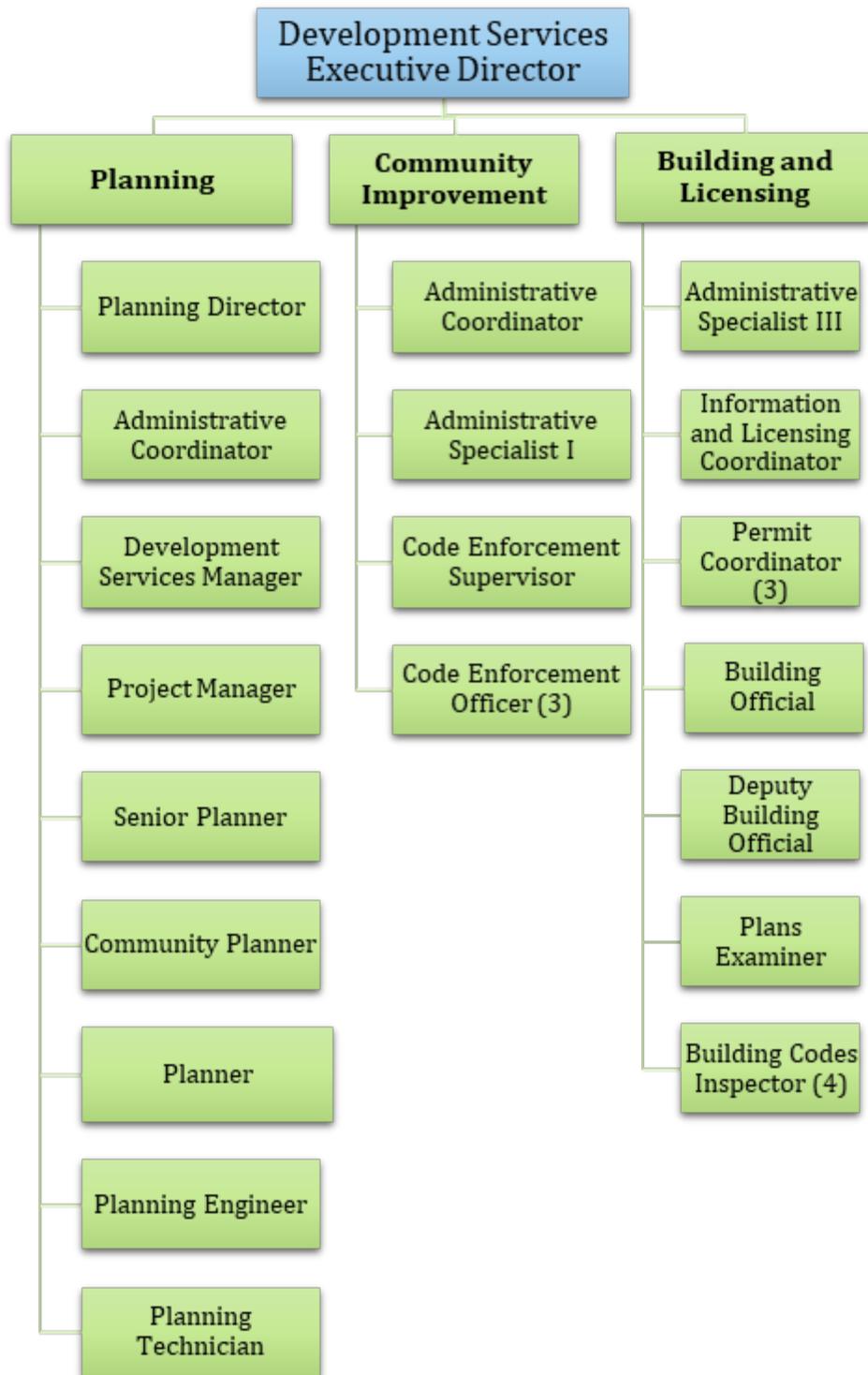
13.0%



Non-Departmental

<i>Account</i>	<i>Description</i>	<i>2016 Actual</i>	<i>2017 Actual</i>	<i>2018 Actual</i>	<i>2019 Budget</i>	<i>2020 Final Budget</i>
Personnel						
001-7979-518.12-06	Retiree Payments	13,100	9,700	10,500	12,800	12,800
001-7979-518.23-03	Medical/Life Insurance	295,085	387,702	571,785	584,758	675,430
001-7979-539.31-00	Professional Services	102,452	84,121	53,368	85,000	36,000
001-7979-559.81-00	17-92 TIF County Portion	596,273	626,672	687,213	-	-
001-7979-569.82-06	Aid to Private Organization	3,965	2,306	2,343	263,162	263,162
001-7979-581.91-08	Transfers	-	9,382	-	-	-
001-7979-581.91-20	Transfers-Debt	1,846,370	1,831,310	1,699,532	1,781,714	1,731,941
001-7979-581.91-22	Transfers	-	24,000	-	-	-
001-7979-581.91-28	Transfers-Capital Equipment	2,300,441	2,080,295	1,328,711	1,770,312	3,386,608
001-7979-581.91-36	Transfers	-	-	91,484	-	-
001-7979-581.91-45	Transfers	207,000	-	-	-	-
001-7979-581.91-79	Transfers-Mayfair	-	-	392,000	60,700	60,000
001-7979-590.99-01	Other Uses	-	195,741	55,672	340,000	315,000
001-7979-590.99-70	Other Uses	-	-	-	-	-
Total Non Departmental		\$ 5,364,686	\$ 5,251,229	\$ 4,892,607	\$ 4,898,446	\$ 6,480,941

DEVELOPMENT SERVICES DEPARTMENT



Mission Statement

To provide outstanding customer service while helping our property owners and residents, and the development community maintain and enhance the community’s quality of life by assisting them in understanding the process and application requirements for development and building construction which comply with applicable codes and regulations.

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 department oversees consolidated development services consisting of Building, Planning, and Code Enforcement. The department provides for permit/project processing and review, as well as coordination with the public and other City departments.

Summary

Expenditures	2017 Actual	2018 Actual	2019 Budget	2020 Budget
Salaries	\$ 879,190	\$ 919,118	\$ 943,605	\$ 986,367
Benefits	286,900	327,030	383,575	408,762
Operating	186,118	259,905	220,365	237,049
Supplies	46,156	50,117	55,185	55,374
Capital	-	-	-	-
Total	\$ 1,398,364	\$ 1,556,171	\$ 1,602,730	\$ 1,687,552

Funding Source				
General Fund	\$ 1,398,364	\$ 1,556,171	\$ 1,602,730	\$ 1,687,552
Total	\$ 1,398,364	\$ 1,556,171	\$ 1,602,730	\$ 1,687,552

Development Services as a percentage of General Fund

3.4%



Planning Division

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 division 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 2018-19

- ❖ Provided several lectures and training sessions for staff, board members and the public.
- ❖ Facilitated over 80 public meetings for HPB, Planning and Zoning Commission, Public Art Commission, and the Development Review team.
- ❖ Processed 2,136 development applications, a 75 percent increase over last year.
- ❖ Reviewed and processed several demolition projects.
- ❖ Executed over 50 Development Orders.

- ❖ Reviewed and inspected 1,956 Building Permits for zoning compliance.
- ❖ Over 1,000 Business Tax Receipts processed with zoning compliance.
- ❖ Collected \$261,159 in Development Review and Permit fees.
- ❖ Ordinances for:
 - Pet Friendly Restaurants
 - Medical Marijuana Dispensaries
 - Architectural Design Standards
 - Lake Access
 - Wireless Communications
 - Historic Tax Exemption
 - Cottage Home Designs
- ❖ Transmitted Evaluation and Appraisal Report (EAR) based amendment for Sanford Comprehensive Plan update. Adopted by City Commission in November 2018.

Goals and Objectives for 2019-20

- ❖ Continue to implement CitizenServe for Electronic Plan Review and Permitting processes.
- ❖ Update Land Development Regulations including but not limited to:
 - Required changes pursuant to Comprehensive Plan update
 - Signage
 - PD and subdivision standards
- ❖ Update Land Development Fee Schedule.
- ❖ Commence Land Use and Rezoning for the Goldsboro community.
- ❖ FEMA - CRS Recertification.

DEVELOPMENT SERVICES - PLANNING				
Performance Measures				
Activity	Actual 2016-2017	Actual 2017-2018	Expected 2018-2019	Proposed 2019-2020
Development Applications Processed	1,448	2,136	2,000	1,500
Building Permits Reviewed	3,600	3,500	4,000	3,000
Development Permits	984	975	1,000	900
Development Fees	425,070	261,159	300,000	250,000

Summary

Expenditures	2017 Actual	2018 Actual	2019 Budget	2020 Budget
Salaries	\$ 534,958	\$ 566,095	\$ 594,997	\$ 615,758
Benefits	175,174	198,376	240,190	254,737
Operating	82,804	118,077	34,811	38,323
Supplies	35,444	37,739	39,706	39,893
Capital	-	-	-	-
Total	\$ 828,380	\$ 920,286	\$ 909,704	\$ 948,711

Funding Source				
General Fund	\$ 828,380	\$ 920,286	\$ 909,704	\$ 948,711
Total	\$ 828,380	\$ 920,286	\$ 909,704	\$ 948,711

Authorized Positions

Full Time Equivalents	Grade	Funded 2018	Funded 2019	+/-	Funded 2020	Authorized & Unfunded
Development Services-Planning						
Executive Director of Development Services	433	-	0.15	-	0.15	-
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	-	1.00	-
Administrative Coordinator	413	1.00	1.00	-	1.00	-
Development Services Inspector		-	-	-	-	1.00
Principal Planner		-	-	-	-	1.00
Intern		-	-	-	-	0.50
Total Full Time Equivalents		9.00	9.15	-	9.15	2.50

**Split between funds or departments/divisions

Planning						
Account	Description	2016 Actual	2017 Actual	2018 Actual	2019 Budget	2020 Final Budget
Personnel						
001-1110-515.12-00	Regular Salaries & Wages	502,164	525,566	556,921	584,566	605,327
001-1110-515.12-02	Regular Salaries - Additional Pays	8,792	8,990	8,990	9,710	9,710
001-1110-515.14-00	Overtime	-	402	184	721	721
001-1110-515.21-00	FICA/Medicare Taxes	37,380	38,780	41,153	45,639	47,231
001-1110-515.22-01	Retirement Contributions - FRS	53,814	54,622	58,475	69,278	76,457
001-1110-515.23-00	Medical Insurance	61,928	72,420	88,717	108,329	116,226
001-1110-515.23-02	Medical Insurance - Life & ST Disability	2,890	3,202	3,442	2,970	3,075
001-1110-515.24-00	Worker's Compensation	5,943	6,150	6,589	13,974	11,748
	Subtotal Personnel Services	672,911	710,132	764,470	835,187	870,495
Operating						
001-1110-515.31-00	Professional Services	7,500	51,438	78,078	-	-
001-1110-515.40-00	Travel & Per Diem	543	1,946	3,074	2,422	2,422
001-1110-515.41-00	Communications Services	3,792	4,234	3,893	3,480	3,853
001-1110-515.42-00	Postage & Transportation	1,126	1,791	2,026	1,044	1,500
001-1110-515.44-00	Rentals & Leases	2,435	2,435	2,435	2,436	2,436
001-1110-515.45-01	Insurance - Operating Liability	2,799	3,112	4,550	3,442	3,664
001-1110-515.45-02	Insurance - Auto Liability	350	322	322	154	215
001-1110-515.46-00	Repair & Maintenance Services	703	6,535	10,485	12,100	14,500
001-1110-515.47-00	Printing & Binding	2,138	2,840	4,016	3,353	3,353
001-1110-515.48-00	Promotional Activities	70	-	-	330	330
001-1110-515.49-00	Other Charges/Obligations	5,973	8,151	9,198	6,050	6,050
001-1110-515.51-00	Office Supplies	615	1,931	2,305	2,500	2,500
001-1110-515.52-00	Operating Supplies	624	935	973	700	700
001-1110-515.52-01	Operating Supplies - Gasoline/Diesel/Lubric	834	1,031	1,176	1,820	1,820
001-1110-515.52-05	Operating Supplies - Uniforms	120	-	194	120	120
001-1110-515.54-01	Books/Pubs/Subsc/Memb - Prof Dues	2,196	2,307	3,167	3,021	2,611
001-1110-515.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	375	790	1,300	2,625	2,625
001-1110-515.54-05	Books/Pubs/Subsc/Memb - Metro Plan	27,755	28,450	28,624	28,920	29,517
	Subtotal Operating	59,948	118,248	155,816	74,517	78,216
Total Planning		\$ 732,859	\$ 828,380	\$ 920,286	\$ 909,704	\$ 948,711

Community Improvement Division

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	2017 Actual	2018 Actual	2019 Budget	2020 Budget
Salaries	\$ 280,950	\$ 288,010	\$ 279,150	\$ 297,264
Benefits	92,331	105,930	117,930	126,663
Operating	96,132	135,490	178,040	191,275
Supplies	10,348	11,530	14,175	14,451
Capital	-	-	-	-
Total	\$ 479,761	\$ 540,960	\$ 589,295	\$ 629,653

Funding Source				
General Fund	\$ 479,761	\$ 540,960	\$ 589,295	\$ 629,653
Total	\$ 479,761	\$ 540,960	\$ 589,295	\$ 629,653

Our Accomplishments in 2018-19

- ❖ Investigated 1,747 code complaints (8.8% increase from FY 2017). 89% of the code complaints had initial inspection/response within one business day.
- ❖ Conducted 5,649 inspections were completed by code enforcement officers.
- ❖ Cited 2,536 violations by code enforcement officers (25% increase from FY 2017).
- ❖ Scheduled 392 cases (22% of all code complaints) for Special Magistrate hearings.
- ❖ Collected \$89,033 in outstanding code enforcement liens through the Lien Amnesty Program which allowed 28 properties to be brought into code compliance.
- ❖ Collected \$57,150 in vacant property registration fees.

Goals and Objectives for 2019-20

- ❖ Review of Benchmarks as part of our Performance Standards.
- ❖ Complete the condemnation and demolition of 10 dilapidated structures.
- ❖ Shorten the average plan review time frame to 30 days or less.
- ❖ Expand use of CitizenServe online portal to apply for various city permits/licenses.

DEVELOPMENT SERVICES - COMMUNITY IMPROVEMENT				
Performance Measures				
Activity	Actual 2016-2017	Actual 2017-2018	Expected 2018-2019	Proposed 2019-2020
Number of code complaints received	2,000	1,747	1,800	1,800
Number of cases taken to Special Magistrate	365	392	400	400
Number of cases closed by compliance	1,440	1,368	1,400	1,400
Number of cases fine imposed	30	27	30	30
Number of cases abated by city	120	109	130	130

Authorized Positions

Full Time Equivalents	Grade	Funded 2018	Funded 2019	+/-	Funded 2020	Authorized & Unfunded
Community Improvement						
Executive Director of Development Services	433	-	0.25	0.25	0.50	-
Community Improvement Director **	431	0.75	-	-	-	-
Administrative Coordinator	413	1.00	1.00	-	1.00	-
Administrative Specialist I	406	-	1.00	-	1.00	-
Code Enforcement Officer	413	4.00	3.00	-	3.00	-
Code Enforcement Supervisor	417	-	1.00	-	1.00	-
Total Full Time Equivalents		5.75	6.25	0.25	6.50	-

**Split between funds or departments/divisions

Community Improvement

Account	Description	2016 Actual	2017 Actual	2018 Actual	2019 Budget	2020 Final Budget
Personnel						
001-1103-519.12-00	Regular Salaries & Wages	284,723	274,950	282,010	272,218	289,664
001-1103-519.12-02	Regular Salaries - Additional Pays	4,625	4,800	4,800	1,200	1,720
001-1103-519.12-06	Reg Salaries - Opt Out Health Insurance	1,100	1,200	1,200	1,200	1,200
001-1103-519.14-00	Overtime	-	-	-	4,532	4,680
001-1103-519.21-00	FICA/Medicare Taxes	21,332	20,471	20,785	21,411	22,801
001-1103-519.22-01	Retirement Contributions - FRS	31,710	31,000	34,478	28,156	31,621
001-1103-519.23-00	Medical Insurance	37,348	36,850	46,580	62,156	66,687
001-1103-519.23-02	Medical Insurance - Life & ST Disability	1,595	1,731	1,774	1,380	1,470
001-1103-519.24-00	Worker's Compensation	2,213	2,279	2,312	4,827	4,084
	Subtotal Personnel Services	384,646	373,281	393,939	397,080	423,927
Operating						
001-1103-519.31-00	Professional Services	6,710	5,932	7,877	7,800	15,500
001-1103-519.34-01	Other Contractual Services - Lot Mowing	16,827	42,790	43,428	44,000	44,000
001-1103-519.34-02	Other Contractual Services - Demolition	-	-	38,239	80,000	80,000
001-1103-519.40-00	Travel & Per Diem	-	-	-	1,073	1,070
001-1103-519.41-00	Communications Services	5,398	7,919	5,432	5,443	7,027
001-1103-519.42-00	Postage & Transportation	10,271	8,472	9,111	10,000	10,000
001-1103-519.44-00	Rentals & Leases	1,573	1,573	1,573	1,574	1,574
001-1103-519.45-01	Insurance - Operating Liability	1,814	2,026	2,847	2,253	2,388
001-1103-519.45-02	Insurance - Auto Liability	1,723	1,586	1,862	897	1,116
001-1103-519.46-00	Repair & Maintenance Services	16,096	13,061	12,003	12,200	15,800
001-1103-519.47-00	Printing & Binding	633	776	1,281	800	800
001-1103-519.49-00	Other Charges/Obligations	5,385	11,997	11,836	12,000	12,000
001-1103-519.51-00	Office Supplies	1,339	2,559	1,868	3,000	3,000
001-1103-519.52-00	Operating Supplies	5,475	2,343	3,786	3,000	3,000
001-1103-519.52-01	Operating Supplies - Gasoline/Diesel/Lubric	2,653	3,062	3,736	3,900	4,176
001-1103-519.52-05	Operating Supplies - Uniforms	1,252	858	1,700	1,500	1,500
001-1103-519.54-01	Books/Pubs/Subsc/Memb - Prof Dues	397	401	440	275	275
001-1103-519.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	1,570	1,125	-	2,500	2,500
	Subtotal Operating	79,116	106,480	147,020	192,215	205,726
Total Community Improvement		\$ 463,762	\$ 479,761	\$ 540,960	\$ 589,295	\$ 629,653

Business Tax Receipts Division

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	2017 Actual	2018 Actual	2019 Budget	2020 Budget
Salaries	\$ 63,282	\$ 65,014	\$ 69,458	\$ 73,345
Benefits	19,395	22,725	25,455	27,362
Operating	7,182	6,338	7,514	7,451
Supplies	364	848	1,304	1,030
Capital	-	-	-	-
Total	\$ 90,223	\$ 94,925	\$ 103,731	\$ 109,188

Funding Source				
General Fund	\$ 90,223	\$ 94,925	\$ 103,731	\$ 109,188
Total	\$ 90,223	\$ 94,925	\$ 103,731	\$ 109,188

Our Accomplishments in 2018-19

- ❖ Implemented CitizenServe the City of Sanford's new electronic permitting and plan review system December 17th.
- ❖ Hiring another Permit Coordinator and Building Inspector.
- ❖ Renovated the work area to make it more customer friendly, including a customer service reps new location to direct customers coming off of the elevator.
- ❖ Added two new work stations at the front counter to help customers upload their documents, applications, plans etc., to make the transition to the electronic system more seamless.
- ❖ Building Division was switched to Development Services from the Fire Department.

Goals and Objectives for 2019-20

- ❖ Become much more proficient with our new CitizenServe System, and to be quicker on converting to the electronic system.
- ❖ Assisting our customers in using the citizen portal for digital submissions.
- ❖ Continue to digitalize archived building records.

DEVELOPMENT SERVICES - BUSINESS TAX RECEIPTS DIVISION				
Performance Measures				
Activity	Actual 2016-2017	Actual 2017-2018	Expected 2018-2019	Proposed 2019-2020
Business Tax Receipts billed	2,932	3,152	2,700	3,200
Business Tax Receipts second notices	1,649	1,557	800	1,000
Tax Due Notices to collections	45	0	80	100

Authorized Positions

Full Time Equivalents	Grade	Funded 2018	Funded 2019	+/-	Funded 2020	Authorized & Unfunded
Business Tax Receipts						
Fire Marshall **	214	0.03	-	-	-	-
Deputy Building Official **	422	-	0.05	-	0.05	-
Building Official **	425	0.10	-	-	-	-
Permit/Licensing Coordinator **	415	0.85	-	-	-	-
Information and Licensing Coordinator **	417	-	0.95	-	0.95	-
Permit Coordinator **	408	0.10	0.09	-	0.09	-
Administrative Specialist II **	409	0.10	-	-	-	-
Administrative Specialist III **	412	-	0.10	-	0.10	-
Total Full Time Equivalents		1.18	1.19	-	1.19	-

**Split between funds or departments/divisions

Business Tax Receipts

Account	Description	2016 Actual	2017 Actual	2018 Actual	2019 Budget	2020 Final Budget
Personnel						
001-1101-513.12-00	Regular Salaries & Wages	72,714	63,182	64,918	69,319	70,729
001-1101-513.12-06	Reg Salaries - Opt Out Health Insurance	10	60	15	36	36
001-1101-513.14-00	Overtime	-	-	55	103	2,580
001-1101-513.15-00	Special Pay	38	40	26	-	-
001-1101-513.21-00	FICA/Medicare Taxes	5,248	4,497	4,571	5,328	5,626
001-1101-513.22-01	Retirement Contributions - FRS	5,123	4,606	4,970	5,781	6,433
001-1101-513.22-03	Retirement Contributions - Fire Pension	-	-	106	-	-
001-1101-513.23-00	Medical Insurance	12,272	9,653	12,437	13,734	14,735
001-1101-513.23-02	Medical Insurance - Life & ST Disability	417	398	417	349	356
001-1101-513.24-00	Worker's Compensation	231	241	224	263	212
Subtotal Personnel Services		96,053	82,677	87,739	94,913	100,707
Operating						
001-1101-513.34-00	Other Contractual Services	1,069	148	182	250	250
001-1101-513.40-00	Travel & Per Diem	75	40	-	110	110
001-1101-513.41-00	Communications Services	230	180	164	244	180
001-1101-513.42-00	Postage & Transportation	2,707	2,733	2,246	2,000	2,300
001-1101-513.44-00	Rentals & Leases	713	713	713	730	730
001-1101-513.45-01	Insurance - Operating Liability	16	19	19	20	21
001-1101-513.46-00	Repair & Maintenance Services	-	-	-	300	-
001-1101-513.47-00	Printing & Binding	944	793	670	860	860
001-1101-513.49-00	Other Charges/Obligations	2,698	2,556	2,343	3,000	3,000
001-1101-513.51-00	Office Supplies	125	-	160	235	235
001-1101-513.52-00	Operating Supplies	157	-	638	-	500
001-1101-513.52-01	Operating Supplies - Gasoline/Diesel/Lubric	-	-	-	774	-
001-1101-513.54-01	Books/Pubs/Subsc/Memb - Prof Dues	45	165	50	50	50
001-1101-513.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	220	199	-	245	245
Subtotal Operating		8,999	7,546	7,186	8,818	8,481
Total Business Tax Receipts \$ 105,052 \$ 90,223 \$ 94,925 \$ 103,731 \$ 109,188						

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 Development Services Department operationally, it is 100% funded by fee revenues and contained in its own fund as required by Florida Statute.

Summary

Expenditures	2017 Actual	2018 Actual	2019 Budget	2020 Budget
Salaries	\$ 582,872	\$ 575,001	\$ 693,627	\$ 734,677
Benefits	160,744	183,976	253,673	271,660
Operating	167,811	404,951	743,581	601,251
Supplies	22,355	26,101	40,416	52,506
Capital	22,991	57,299	-	32,000
Other	-	-	1,670,033	552,860
Total	\$ 956,773	\$ 1,247,328	\$ 3,401,330	\$ 2,244,954

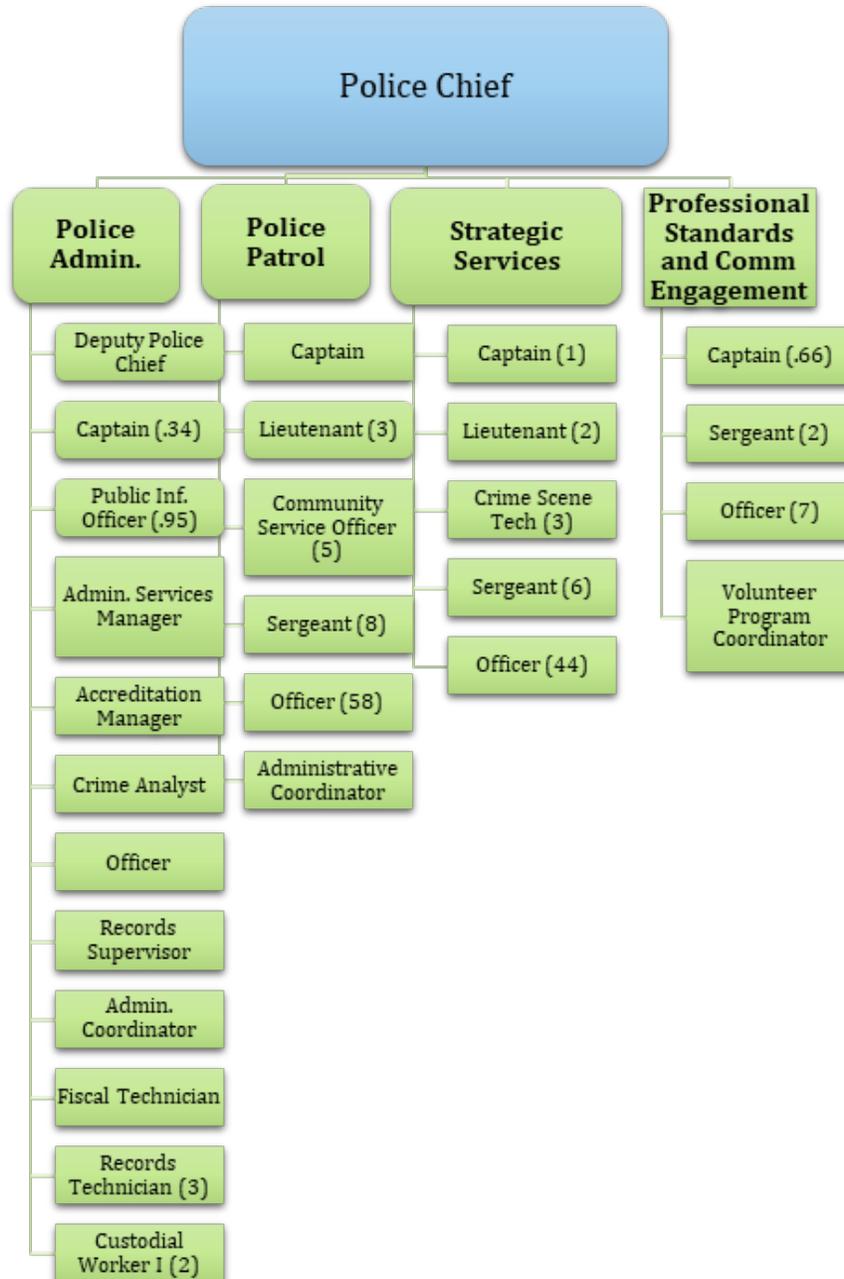
Authorized Positions

Full Time Equivalents	Grade	Funded 2018	Funded 2019	+/-	Funded 2020	Authorized & Unfunded
Building Inspection Fund						
Executive Director of Development Services **	433	-	0.35	-	0.35	-
Fire Marshall **	214	0.55	-	-	-	-
Building Official **	425	0.90	1.00	-	1.00	-
Deputy Building Official **	422	-	0.95	-	0.95	-
Plans Examiner	419/422	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	2.00	-	2.00	-
Permit/Licensing Coordinator **	415	0.15	-	-	-	-
Information and Licensing Coordinator **	417	-	0.05	-	0.05	-
Permit Technician II		-	-	-	-	1.00
Permit Coordinator **	408	1.90	2.91	-	2.91	-
Administrative Specialist II **	409	0.90	-	-	-	-
Administrative Specialist III **	412	-	0.90	-	0.90	-
Total Full Time Equivalents		10.40	11.16	-	11.16	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.

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	2017 Actual	2018 Actual	2019 Budget	2020 Budget
Salaries	\$ 8,138,142	\$ 8,687,957	\$ 9,129,942	\$ 9,283,303
Benefits	3,722,024	4,150,893	4,634,122	4,641,873
Operating	1,748,113	1,859,493	1,914,840	2,138,883
Supplies	538,919	731,877	739,354	860,883
Capital	-	-	-	-
Total	\$ 14,147,198	\$ 15,430,219	\$ 16,418,258	\$ 16,924,942

Funding Source				
General Fund	\$ 14,147,198	\$ 15,430,219	\$ 16,418,258	\$ 16,924,942
Total	\$ 14,147,198	\$ 15,430,219	\$ 16,418,258	\$ 16,924,942

Police Department as a percentage of General Fund

33.9%



With a total workforce of 157.95 employees, 138 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 will be awarded its fifth successful triennial reaccreditation on October 3, 2018. 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 of performance.

Police Department Combined

Account	Description	2016 Actual	2017 Actual	2018 Actual	2019 Budget	2020 Final Budget
Personnel						
001-2020-521.12-00	Regular Salaries & Wages	7,089,586	7,463,597	8,044,957	8,359,443	8,485,754
001-2020-521.12-02	Regular Salaries - Additional Pays	130,173	125,087	124,997	133,271	141,421
001-2020-521.12-05	Regular Salaries - Incentive Bonus	-	-	-	-	1,557
001-2020-521.12-06	Reg Salaries - Opt Out Health Insurance	26,460	25,800	16,200	19,424	14,825
001-2020-521.14-00	Overtime	343,725	409,686	382,906	410,855	421,537
001-2020-521.15-00	Special Pay	44,379	39,391	40,843	45,221	48,030
001-2020-521.15-02	Special Pay - Police State Incentive	69,305	67,479	73,454	67,817	74,999
001-2020-521.15-07	Special Pay - Mortgage Assistance	7,746	6,285	4,600	7,020	9,504
001-2020-521.21-00	FICA/Medicare Taxes	575,557	604,978	641,695	691,838	703,100
001-2020-521.22-01	Retirement Contributions - FRS	76,518	88,127	667,123	744,711	979,045
001-2020-521.22-02	Retirement Contributions - Police Pension	1,758,701	1,826,234	1,250,168	1,203,611	909,875
001-2020-521.22-06	Retirement Contributions - City Cont 457	17,344	18,796	23,016	19,735	39,568
001-2020-521.23-00	Medical Insurance	868,989	1,019,613	1,348,764	1,592,391	1,795,160
001-2020-521.23-02	Medical Insurance - Life & ST Disability	19,120	18,901	20,422	21,801	22,656
001-2020-521.24-00	Worker's Compensation	137,330	146,192	158,111	337,449	278,145
001-2020-521.25-00	Unemployment Compensation	-	-	-	-	-
	Subtotal Personnel Services	11,164,933	11,860,166	12,797,256	13,654,587	13,925,176
Operating						
001-2020-521.31-00	Professional Services	6,516	2,098	61,746	4,300	4,300
001-2020-521.34-00	Other Contractual Services	557,188	585,137	614,300	708,735	718,828
001-2020-521.40-00	Travel & Per Diem	1,970	786	21,800	27,705	26,805
001-2020-521.41-00	Communications Services	193,535	187,401	208,817	211,146	239,540
001-2020-521.42-00	Postage & Transportation	1,611	1,233	1,886	2,651	2,651
001-2020-521.43-00	Utility Services	94,090	93,459	102,188	96,474	96,474
001-2020-521.44-00	Rentals & Leases	160,592	162,555	161,290	176,216	167,941
001-2020-521.45-01	Insurance - Operating Liability	73,137	74,843	86,580	89,020	95,942
001-2020-521.45-02	Insurance - Auto Liability	55,462	54,336	73,617	33,935	44,735
001-2020-521.46-00	Repair & Maintenance Services	388,237	473,084	441,423	445,685	570,894
001-2020-521.47-00	Printing & Binding	12,833	12,696	12,022	18,795	18,795
001-2020-521.48-00	Promotional Activities	15,858	24,499	33,955	40,000	40,000
001-2020-521.49-00	Other Charges/Obligations	54,372	75,986	39,869	60,178	111,978
001-2020-521.51-00	Office Supplies	13,795	11,848	14,211	21,029	21,029
001-2020-521.52-00	Operating Supplies	179,386	179,130	220,012	188,459	267,335
001-2020-521.52-01	Operating Supplies - Gasoline/Diesel/Lubric	252,409	285,671	351,029	376,943	389,681
001-2020-521.52-05	Operating Supplies - Uniforms	99,084	59,626	84,379	59,998	101,768
001-2020-521.54-01	Books/Pubs/Subsc/Memb - Prof Dues	910	1,783	4,367	7,770	7,170
001-2020-521.54-02	Books/Pubs/Subsc/Memb - Conf/Seminar	100	-	9,986	3,800	4,100
001-2020-521.54-03	Books/Pubs/Subsc/Memb - Subscriptions	(3,068)	2,361	16,587	2,430	5,225
001-2020-521.54-04	Books/Pubs/Subsc/Memb - Subscriptions	-	(1,500)	31,307	78,925	64,575
	Subtotal Operating	2,158,017	2,287,032	2,591,369	2,654,194	2,999,766
Total Police		\$ 13,322,950	\$ 14,147,198	\$ 15,388,625	\$ 16,308,781	\$ 16,924,942

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	2017 Actual	2018 Actual	2019 Budget	2020 Budget
Salaries	\$ 920,161	\$ 875,195	\$ 800,008	\$ 893,380
Benefits	328,214	343,666	358,166	386,257
Operating	396,816	445,619	421,499	484,236
Supplies	62,465	84,300	50,120	57,768
Capital	-	-	-	-
Total	\$ 1,707,656	\$ 1,748,780	\$ 1,629,793	\$ 1,821,641

Funding Source				
General Fund	\$ 1,707,656	\$ 1,748,780	\$ 1,629,793	\$ 1,821,641
Total	\$ 1,707,656	\$ 1,748,780	\$ 1,629,793	\$ 1,821,641

Our Accomplishments in 2018-19

- ❖ Goal One - A Safe Community / GOAL ACHIEVED
 - Reduce Serious Crime
 - Reduce Part I Crime by 2.5% for the year / Actual - Reduced Part I Crime by 12.27%
- ❖ Goal Two – Fostering Partnerships / GOAL ACHIEVED
- ❖ Goal Three - Promote Employee Development & Wellness / GOAL ACHIEVED
 - Implementation of a holistic wellness program policy.
 - Increase Sanford Police Department employee participation in four community driven wellness activities.

Goals and Objectives for 2019-20

- ❖ Over the past six years the Police Department has implemented significant organizational, professional and cultural improvements throughout our agency. The implementation of empirically measured goals and objectives has led the department on a path of continuous improvement. Most noteworthy is the City's increased investment in officer training. This increased investment has begun to reap the tangible benefits of the increased professionalism and performance of every sworn officer and nonsworn support staff. There is a direct correlation between increased employee professional competency and the ability to reduce crime throughout our city, while also fostering overall trust and cooperation. It is our goal to continue investing in our most valuable resources, our employees. In support of this initiative, sponsoring sworn applicant candidates at the law enforcement academy will significantly improve our agency's ability to attract quality individuals to fill positions trusted with protecting our citizens.

POLICE - ADMINISTRATION (2022)				
Performance Measures				
Activity	Actual 2016-2017	Actual 2017-2018	Expected 2018-2019	Proposed 2019-2020
Internal Complaints	39	50	8	0
Citizen Complaints	10	14	5	0
Crimes Analyst Inquiries	647	650	650	655
Number of Officer Body Cameras Deployed	90	90	90	100

Authorized Positions

Full Time Equivalents	Grade	Funded 2018	Funded 2019	+/-	Funded 2020	Authorized & Unfunded
Police - Administration						
Police Chief	432	1.00	1.00	-	1.00	-
Deputy Police Chief	216	1.00	1.00	-	1.00	-
Lieutenant	213	1.00	-	-	-	-
Captain **	214	-	0.34	-	0.34	-
Public Information Officer **	423	0.95	0.95	-	0.95	-
Support Services Supervisor	-	-	-	-	-	1.00
Administrative Services Manager	422	1.00	1.00	-	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	2.00	-
Total Full Time Equivalents		14.95	14.29	1.00	15.29	2.00

**Split between funds or departments/divisions

Police Administration						
Account	Description	2016 Actual	2017 Actual	2018 Actual	2019 Budget	2020 Final Budget
Personnel						
001-2022-521.12-00	Regular Salaries & Wages	776,905	869,676	824,035	790,991	838,167
001-2022-521.12-02	Regular Salaries - Additional Pays	9,270	6,131	6,049	4,170	4,170
001-2022-521.12-06	Reg Salaries - Opt Out Health Insurance	2,905	2,900	3,268	1,568	1,568
001-2022-521.14-00	Overtime	33,414	38,651	39,358	-	46,196
001-2022-521.15-00	Special Pay	3,420	1,040	340	1,989	1,989
001-2022-521.15-02	Special Pay - Police State Incentive	1,850	1,763	2,145	1,290	1,290
001-2022-521.21-00	FICA/Medicare Taxes	61,511	68,125	64,478	60,952	67,701
001-2022-521.22-01	Retirement Contributions - FRS	31,838	37,433	37,466	46,965	53,168
001-2022-521.22-02	Retirement Contributions - Police Pension	63,668	68,030	69,153	49,190	20,711
001-2022-521.22-06	Retirement Contributions - City Cont 457	17,344	18,796	23,016	19,735	39,568
001-2022-521.23-00	Medical Insurance	89,745	122,740	136,000	161,028	185,151
001-2022-521.23-02	Medical Insurance - Life & ST Disability	3,802	3,863	4,167	3,840	4,087
001-2022-521.24-00	Worker's Compensation	8,843	9,227	9,387	16,456	15,871
	Subtotal Personnel Services	1,104,515	1,248,375	1,218,861	1,158,174	1,279,637
Operating						
001-2022-521.31-00	Professional Services	5,801	825	55,329	300	300
001-2022-521.34-00	Other Contractual Services	-	90	-	828	25,828
001-2022-521.40-00	Travel & Per Diem	(531)	435	6,951	19,600	-
001-2022-521.41-00	Communications Services	24,758	23,110	24,854	21,038	23,265
001-2022-521.42-00	Postage & Transportation	1,534	1,233	1,886	2,651	2,651
001-2022-521.43-00	Utility Services	94,090	93,459	102,188	96,474	96,474
001-2022-521.44-00	Rentals & Leases	17,996	17,324	17,213	17,338	17,338
001-2022-521.45-01	Insurance - Operating Liability	73,137	74,843	86,580	89,020	95,942
001-2022-521.45-02	Insurance - Auto Liability	1,586	2,176	2,945	1,357	1,789
001-2022-521.46-00	Repair & Maintenance Services	114,129	102,811	99,353	108,761	140,517
001-2022-521.47-00	Printing & Binding	4,525	4,204	4,162	4,230	4,230
001-2022-521.48-00	Promotional Activities	15,485	21,981	28,269	40,000	40,000
001-2022-521.49-00	Other Charges/Obligations	30,364	54,325	15,888	19,902	35,902
001-2022-521.51-00	Office Supplies	6,431	4,754	3,479	6,775	6,775
001-2022-521.52-00	Operating Supplies	29,145	27,034	24,573	15,270	15,270
001-2022-521.52-01	Operating Supplies - Gasoline/Diesel/Lubric	24,798	26,159	35,629	11,509	18,990
001-2022-521.52-05	Operating Supplies - Uniforms	3,483	2,903	8,575	1,846	1,846
001-2022-521.54-01	Books/Pubs/Subsc/Memb - Prof Dues	750	1,466	3,442	4,300	4,300
001-2022-521.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	-	-	2,250	3,800	3,800
001-2022-521.54-03	Books/Pubs/Subsc/Memb - Subscriptions	-	149	-	220	387
001-2022-521.54-04	Books/Pubs/Subsc/Memb - School Tuition	-	-	6,354	6,400	6,400
	Subtotal Operating	447,481	459,281	529,919	471,619	542,004
Total Police Administration		\$ 1,551,996	\$ 1,707,656	\$ 1,748,780	\$ 1,629,793	\$ 1,821,641

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	2017 Actual	2018 Actual	2019 Budget	2020 Budget
Salaries	\$ 3,374,546	\$ 3,440,783	\$ 3,964,979	\$ 4,509,743
Benefits	1,588,946	1,677,074	1,881,468	2,247,582
Operating	990,381	968,514	1,051,034	1,162,168
Supplies	275,680	334,303	323,736	439,202
Capital	-	-	-	-
Total	\$ 6,229,553	\$ 6,420,674	\$ 7,221,217	\$ 8,358,695

Funding Source				
General Fund	\$ 6,229,553	\$ 6,420,674	\$ 7,221,217	\$ 8,358,695

Our Accomplishments in 2018-19

- ❖ Patrol Division's output has increased by 60.3% from the previous year.
- ❖ Tangible pieces of work per month per officer have increased from 94 to 130. These include calls for service, offense reports, CJIS reports, Trespass, Community Outreach, Field Contacts, Intelligence Collection, as well as Citations, Written Warnings, and Traffic Crash Reports.
- ❖ All members of the Patrol Division are determined to continue this trend of increased output with the goal of decreasing crime throughout the community.

Goals and Objectives for 2019-20

- ❖ The Patrol Division will continue to answer calls for service as received, providing the most professional service possible. As the population of our city continues to grow, the demand for police services will also likely increase. The City's commitment to incrementally increase the number of police employees (sworn and non-sworn) commensurate with the increasing City population and its demand for services will support our goal of providing a quality driven safe community for every citizen within our jurisdiction. Patrol Officer discretionary time which occurs between answering calls for service, is often dedicated to a wide array of crime prevention activities that significantly contributes to fostering trust and cooperation. As the demand for police services increases with population growth, the number of calls for service will also increase, thereby decreasing the amount of discretionary time officers will have available to devote to these valuable prevention activities. Therefore, it will be one of our most important goals to clearly communicate our agency's needs to City decision makers the need to increase sworn and nonsworn police employees as the population continues to increase.

POLICE - PATROL OPERATIONS (2023)				
Performance Measures				
Activity	Actual 2016-2017	Actual 2017-2018	Expected 2018-2019	Proposed 2019-2020
Total Call for Service	125,000	128,257	128,257	130,000
Officer Initiated Calls	52,789	55,000	55,000	55,000
# Citations/Warnings Issued	20,000	20,000	20,000	20,000
# Part 1 Crimes	3,000	3,000	3,000	0
Total Number of Reports Generated	20,000	22,000	22,000	20,000
Average Reponse Time to Priority 1 Calls (min)	3.0	3.7	3.7	3.1

Authorized Positions

Full Time Equivalents	Grade	Funded 2018	Funded 2019	+/-	Funded 2020	Authorized & Unfunded
Police - Patrol						
Sergeant	209	8.00	8.00	-	8.00	2.00
Captain	214	1.00	1.00	-	1.00	-
Lieutenant	213	4.00	3.00	-	3.00	-
Administrative Coordinador	413	1.00	1.00	-	1.00	-
Community Service Officer	411	4.00	4.00	1.00	5.00	-
Officer	205	58.00	52.00	3.00	55.00	-
Officer - Cops Grant Funded	205	-	3.00	-	3.00	-
Total Full Time Equivalents		76.00	72.00	4.00	76.00 ##	2.00

Patrol Patrol						
Account	Description	2016 Actual	2017 Actual	2018 Actual	2019 Budget	2020 Final Budget

Personnel

001-2023-521.12-00	Regular Salaries & Wages	3,112,951	3,098,773	3,176,905	3,377,340	3,981,504
001-2023-521.12-02	Regular Salaries - Additional Pays	72,312	57,203	56,169	54,758	78,645
001-2023-521.12-06	Reg Salaries - Opt Out Health Insurance	10,425	11,400	5,100	7,020	5,850
001-2023-521.14-00	Overtime	128,852	151,398	151,524	256,128	164,697
001-2023-521.15-00	Special Pay	26,312	21,031	19,189	18,037	22,308
001-2023-521.15-02	Special Pay - Police State Incentive	35,760	31,524	29,896	26,910	36,270
001-2023-521.15-07	Special Pay - Mortgage Assistance	3,673	2,400	2,000	2,340	4,824
001-2023-521.21-00	FICA/Medicare Taxes	252,794	250,538	254,041	286,357	328,560
001-2023-521.22-01	Retirement Contributions - FRS	14,596	13,880	327,309	368,709	577,007
001-2023-521.22-02	Retirement Contributions - Police Pension	842,906	842,374	480,111	438,128	329,982
001-2023-521.23-00	Medical Insurance	387,519	410,770	541,935	634,878	866,927
001-2023-521.23-02	Medical Insurance - Life & ST Disability	7,494	7,204	7,516	7,757	9,427
001-2023-521.24-00	Worker's Compensation	63,867	64,180	66,163	145,639	135,679
001-2023-521.25-00	Unemployment Compensation	-	-	-	-	-
Subtotal Personnel Services		4,959,461	4,962,675	5,117,857	5,624,001	6,541,680

Operating

001-2023-521.31-00	Professional Services	715	1,273	2,861	4,000	4,000
001-2023-521.34-00	Other Contractual Services	557,188	585,047	614,300	707,907	693,000
001-2023-521.40-00	Travel & Per Diem	290	-	3,906	-	-
001-2023-521.41-00	Communications Services	104,764	101,291	118,143	102,876	129,146
001-2023-521.44-00	Rentals & Leases	2,862	2,862	2,862	2,862	2,862
001-2023-521.45-02	Insurance - Auto Liability	30,898	31,118	41,961	19,342	25,498
001-2023-521.46-00	Repair & Maintenance Services	158,369	256,006	174,924	201,050	294,665
001-2023-521.47-00	Printing & Binding	3,629	4,331	4,439	7,201	7,201
001-2023-521.48-00	Promotional Activities	373	101	87	-	-
001-2023-521.49-00	Other Charges/Obligations	9,093	8,352	5,032	5,796	5,796
001-2023-521.51-00	Office Supplies	594	619	1,261	3,328	3,328
001-2023-521.52-00	Operating Supplies	89,418	85,011	85,013	84,544	155,041
001-2023-521.52-01	Operating Supplies - Gasoline/Diesel/Lubric	129,966	144,856	178,535	201,410	203,462
001-2023-521.52-05	Operating Supplies - Uniforms	86,540	43,931	55,069	33,230	75,000
001-2023-521.54-01	Books/Pubs/Subsc/Memb - Prof Dues	-	25	-	-	-
001-2023-521.54-03	Books/Pubs/Subsc/Memb - Subscriptions	(2,438)	1,238	9,537	1,224	2,371
001-2023-521.54-04	Books/Pubs/Subsc/Memb - School Tuition	-	-	4,787	-	-
Subtotal Operating		1,172,261	1,266,061	1,302,817	1,374,770	1,601,370

Total Police Patrol		\$ 6,131,722	\$ 6,228,736	\$ 6,420,674	\$ 6,998,771	\$ 8,143,050
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Police COPS Grant						
Account	Description	2016 Actual	2017 Actual	2018 Actual	2019 Budget	2020 Final Budget

Personnel

001-2029-521.12-00	Regular Salaries & Wages	203,728	-	-	134,853	129,208
001-2029-521.12-02	Regular Salaries - Additional Pays	-	-	-	2,282	761
001-2029-521.12-06	Reg Salaries - Opt Out Health Insurance	1,100	-	-	702	-
001-2029-521.21-00	FICA/Medicare Taxes	15,526	-	-	10,545	9,943
001-2029-521.22-01	Retirement Contributions - FRS	-	-	-	33,682	34,108
001-2029-521.22-02	Retirement Contributions - Police Pension	64,794	-	-	-	-
001-2029-521.23-00	Medical Insurance	36,286	806	-	34,630	37,154
001-2029-521.23-02	Medical Insurance - Life & ST Disability	512	11	-	317	311
001-2029-521.24-00	Worker's Compensation	4,050	-	-	5,435	4,160
Subtotal Personnel Services		325,996	817	-	222,446	215,645

Total Police COPS Grant		\$ 325,996	\$ 817	\$ -	\$ 222,446	\$ 215,645
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Strategic Services

The Strategic Services Division consists of Investigations, Traffic Unit, Neighborhood Response Unit, School Resource Officers, and Crime Scene Technicians. 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 Crime Scene Unit is responsible for documenting crime scenes; identifying, collecting, and preserving evidence. The Traffic Unit is also responsible for conducting speed assessments, traffic control inquires and planning.

The fourteen 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 Professional Standards and Community Engagement division is responsible for community relations and organizing our volunteers to enhance 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. Division also specializes in response to the needs of the homeless, elder services and Hispanic outreach.

Strategic Services

Summary

Expenditures	2017 Actual	2018 Actual	2019 Budget	2020 Budget
Salaries	\$ 1,364,217	\$ 1,610,299	\$ 1,775,208	\$ 3,073,429
Benefits	635,242	764,328	927,561	1,596,705
Operating	203,339	282,769	264,590	418,300
Supplies	98,999	163,500	153,981	223,511
Capital	-	-	-	-
Total	\$ 2,301,797	\$ 2,820,897	\$ 3,121,340	\$ 5,311,945

Funding Source				
General Fund	\$ 2,301,797	\$ 2,820,897	\$ 3,121,340	\$ 5,311,945

Our Accomplishments in 2018-19

- ❖ INVESTIGATIONS: The arrest rates, criminal investigation clearance rates and successful convictions continues to significantly improve.
- ❖ TRAFFIC UNIT: Increased productivity by 43% in traffic citations and warnings with an 81% increase in felony traffic arrests. Most noteworthy results include a 71% decrease in pedestrian/bicycle fatalities.
- ❖ SRO's: To improve School Safety two additional School Resources Officers have been assigned. The salary and benefits of these two officers are reimbursed at 100%.
- ❖ CRU: Our Community Relations Unit will continue to facilitate our Department's continuous multi-faceted efforts to improve our relationship with each and every member of the community, with the perpetual goal of fostering mutual trust and understanding. Most noteworthy is Community Outreach Events increasing from 169 events to 611 events in 2018. Also, our volunteer membership increased from 33 to 53 members.

Goals and Objectives for 2019-20

- ❖ Increased training of our Investigators continues to reap tangible benefits with increased clearance rates, arrests and successful convictions. It is our goal to ensure each member serving within the various Investigative units receives every opportunity to attend specialized law enforcement investigative training. Also, we will strive to provide our Investigators with the most state of art investigative tools, including access to the latest scientific forensic testing capability services, including but not limited to DNA and Gun Shot Residue (GSR) testing. The recently purchased Faro 3D Scanner is an example of this type of technology. Within minutes this device recreates a very accurate three-dimensional image of a crime scene and/or traffic crash scene. The use of this technology is supporting successful litigation outcomes throughout the criminal justice system.

POLICE - STRATEGIC SERVICES (2024, 2030, 2031, 2032, 2033) Performance Measures				
Activity	Actual 2016-2017	Actual 2017-2018	Expected 2018-2019	Proposed 2019-2020
# Homicide cases assigned to CID	3	9	0	0
# Homicide cases cleared by Arrest/Capias	0	6	0	0
# Agg Assault cases assigned to CID	55	58	53	48
# Agg Assault cases cleared by Arrest/Capias	15	11	9	8
# Robbery cases assigned to CID	105	72	65	59
# Robbery cases cleared by Arrest/Capias	8	12	11	10
# Sexual Assault cases assigned to CID	35	43	39	35
# Sexual Assault cases cleared by Arrest/Cap	10	10	9	8
# Burglary cases assigned to CID	350	321	290	260
# Burglary cases cleared by Arrest/Capias	3	19	17	15
# Larceny cases assigned to CID	600	793	713	637
# Larceny cases cleared by Arrest/Capias	20	32	29	26
Citations Issued	16,358	14,723	15,000	15,000
# of part 1 Crimes	3,266	1,306	2,400	2,160
Training Hours	12,237	14,000	14,000	14,000
FTO Training Hours	15,846	14,000	14,000	14,000
Number of CRU Outreach Events/Meetings	460	500	500	500

Authorized Positions

Full Time Equivalents	Grade	Funded 2018	Funded 2019	+/-	Funded 2020	Authorized & Unfunded
Police - Strategic Services (renamed from Investigations and incorporated Traffic and SRO 2020)						
Sergeant	209	-	-	6.00	6.00	-
Captain	214	-	-	1.00	1.00	-
Lieutenant	213	-	-	2.00	2.00	-
Crime Analyst	123	-	-	-	-	-
Crime Scene/Evidence Technician	413	-	-	3.00	3.00	-
Investigative Aide	413	-	-	-	-	1.00
Administrative Specialist II	409	-	-	-	-	1.00
Officer	205	-	-	44.00	44.00	-
Total Full Time Equivalents		-	-	56.00	56.00	2.00

Strategic Services (renamed from Investigations and incorporated Traffic and SRO 2020)						
Account	Description	2016 Actual	2017 Actual	2018 Actual	2019 Budget	2020 Final Budget

Personnel

001-2024-521.12-00	Regular Salaries & Wages	1,234,395	1,231,316	1,482,048	1,610,814	2,855,361
001-2024-521.12-02	Regular Salaries - Additional Pays	24,217	27,503	24,260	33,073	48,461
001-2024-521.12-06	Reg Salaries - Opt Out Health Insurance	6,419	6,000	4,400	5,850	7,020
001-2024-521.14-00	Overtime	95,193	82,828	75,817	101,369	113,231
001-2024-521.15-00	Special Pay	4,220	3,722	5,799	6,786	15,074
001-2024-521.15-02	Special Pay - Police State Incentive	11,987	10,448	15,376	12,636	29,602
001-2024-521.15-07	Special Pay - Mortgage Assistance	2,800	2,400	2,600	4,680	4,680
001-2024-521.21-00	FICA/Medicare Taxes	103,267	102,051	118,171	135,838	235,159
001-2024-521.22-01	Retirement Contributions - FRS	27,183	29,142	94,722	111,839	207,710
001-2024-521.22-02	Retirement Contributions - Police Pension	299,206	314,472	293,131	334,008	491,712
001-2024-521.23-00	Medical Insurance	144,820	160,511	225,252	272,420	557,311
001-2024-521.23-02	Medical Insurance - Life & ST Disability	3,273	3,319	3,879	3,955	6,934
001-2024-521.24-00	Worker's Compensation	25,101	25,747	29,173	69,501	97,879
Subtotal Personnel Services		1,982,081	1,999,459	2,374,628	2,702,769	4,670,134

Operating

001-2024-521.31-00	Professional Services	-	-	3,556	-	-
001-2024-521.40-00	Travel & Per Diem	2,211	320	1,021	-	-
001-2024-521.41-00	Communications Services	32,442	33,005	31,670	46,160	62,964
001-2024-521.44-00	Rentals & Leases	106,134	100,894	107,615	108,941	147,741
001-2024-521.45-02	Insurance - Auto Liability	15,054	10,086	13,987	6,448	12,974
001-2024-521.46-00	Repair & Maintenance Services	66,282	41,789	100,955	66,431	121,158
001-2024-521.47-00	Printing & Binding	3,245	3,173	2,510	3,300	5,612
001-2024-521.48-00	Promotional Activities	-	2,147	3,698	-	-
001-2024-521.49-00	Other Charges/Obligations	13,915	11,925	17,758	33,310	67,851
001-2024-521.51-00	Office Supplies	5,352	5,003	9,176	5,186	9,354
001-2024-521.52-00	Operating Supplies	28,269	27,971	61,138	32,649	52,924
001-2024-521.52-01	Operating Supplies - Gasoline/Diesel/Lubric	52,172	60,123	73,127	86,318	138,456
001-2024-521.52-05	Operating Supplies - Uniforms	6,065	5,148	13,374	13,384	20,768
001-2024-521.54-01	Books/Pubs/Subsc/Memb - Prof Dues	160	160	-	-	-
001-2024-521.54-02	Books/Pubs/Subsc/Memb - Conf/Seminar	100	-	1,105	-	-
001-2024-521.54-03	Books/Pubs/Subsc/Memb - Subscriptions	-	594	-	544	2,009
001-2024-521.54-04	Books/Pubs/Subsc/Memb - School Tuition	-	-	5,580	15,900	-
Subtotal Operating		331,478	302,338	446,269	418,571	641,811

Total Police Strategic Services		\$ 2,313,559	\$ 2,301,797	\$ 2,820,897	\$ 3,121,340	\$ 5,311,945
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Special Operations

Summary

Expenditures	2017 Actual	2018 Actual	2019 Budget	2020 Budget
Salaries	\$ 235,362	\$ 89,817	\$ -	\$ -
Benefits	103,475	48,144	-	-
Operating	7,423	7,853	-	-
Supplies	(1,370)	-	-	-
Capital	-	-	-	-
Total	\$ 344,890	\$ 145,814	\$ -	\$ -

Funding Source				
General Fund	\$ 344,890	\$ 145,814	\$ -	\$ -

Police Special Operations						
Account	Description	2016 Actual	2017 Actual	2018 Actual	2019 Budget	2020 Final Budget
Personnel						
001-2030-521.12-00	Regular Salaries & Wages	201,029	215,867	83,739	-	-
001-2030-521.12-02	Regular Salaries - Additional Pays	2,615	2,988	1,170	-	-
001-2030-521.12-06	Reg Salaries - Opt Out Health Insurance	200	600	-	-	-
001-2030-521.14-00	Overtime	3,124	8,968	1,624	-	-
001-2030-521.15-00	Special Pay	1,942	2,642	1,648	-	-
001-2030-521.15-02	Special Pay - Police State Incentive	2,808	3,024	1,634	-	-
001-2030-521.15-07	Special Pay - Mortgage Assistance	1,273	1,273	-	-	-
001-2030-521.21-00	FICA/Medicare Taxes	15,902	17,612	6,871	-	-
001-2030-521.22-01	Retirement Contributions - FRS	-	229	9,014	-	-
001-2030-521.22-02	Retirement Contributions - Police Pension	45,699	57,160	12,043	-	-
001-2030-521.23-00	Medical Insurance	23,868	23,486	18,362	-	-
001-2030-521.23-02	Medical Insurance - Life & ST Disability	723	434	92	-	-
001-2030-521.24-00	Worker's Compensation	4,101	4,554	1,761	-	-
	Subtotal Personnel Services	303,284	338,837	137,961	-	-
Operating						
001-2030-521.40-00	Travel & Per Diem	-	31	124	-	-
001-2030-521.41-00	Communications Services	8,105	6,134	7,117	-	-
001-2030-521.46-00	Repair & Maintenance Services	277	-	-	-	-
001-2030-521.47-00	Printing & Binding	717	988	612	-	-
001-2030-521.48-00	Promotional Activities	-	270	-	-	-
001-2030-521.52-01	Operating Supplies - Gasoline/Diesel/Lubric	-	130	-	-	-
001-2030-521.54-04	Books/Pubs/Subsc/Memb - School Tuition	-	(1,500)	-	-	-
	Subtotal Operating	9,099	6,053	7,853	-	-
Total Police Special Operations		\$ 312,383	\$ 344,890	\$ 145,814	\$ -	\$ -

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

Police Traffic

Summary

Expenditures	2017 Actual	2018 Actual	2019 Budget	2020 Budget
Salaries	\$ 357,887	\$ 408,141	\$ 465,504	\$ -
Benefits	155,532	186,562	237,414	-
Operating	92,783	75,716	104,640	-
Supplies	24,804	35,014	35,515	-
Capital	-	-	-	-
Total	\$ 631,006	\$ 705,434	\$ 843,073	\$ -

Funding Source				
General Fund	\$ 631,006	\$ 705,434	\$ 843,073	\$ -

Authorized Positions

Full Time Equivalents	Grade	Funded 2018	Funded 2019	+/-	Funded 2020	Authorized & Unfunded
Police - Traffic						
Captain **	214	0.15	0.20	(0.20)	-	-
Lieutenant **	213	0.34	0.50	(0.50)	-	-
Sergeant	209	1.00	1.00	(1.00)	-	-
Officer	205	7.00	7.00	(7.00)	-	-
Total Full Time Equivalents		8.49	8.70	(8.70)	-	-

**Split between funds or departments/divisions

Police Traffic						
Account	Description	2016 Actual	2017 Actual	2018 Actual	2019 Budget	2020 Final Budget
Personnel						
001-2031-521.12-00	Regular Salaries & Wages	275,466	327,892	376,347	429,162	-
001-2031-521.12-02	Regular Salaries - Additional Pays	6,882	6,890	9,634	9,673	-
001-2031-521.12-06	Reg Salaries - Opt Out Health Insurance	1,103	-	-	-	-
001-2031-521.14-00	Overtime	4,499	16,377	14,821	17,786	-
001-2031-521.15-00	Special Pay	1,374	1,240	1,588	2,623	-
001-2031-521.15-02	Special Pay - Police State Incentive	5,074	5,276	5,751	6,260	-
001-2031-521.15-07	Special Pay - Mortgage Assistance	-	212	-	-	-
001-2031-521.21-00	FICA/Medicare Taxes	21,680	26,290	29,751	35,616	-
001-2031-521.22-01	Retirement Contributions - FRS	-	588	26,567	39,178	-
001-2031-521.22-02	Retirement Contributions - Police Pension	69,639	66,505	59,119	66,057	-
001-2031-521.23-00	Medical Insurance	34,512	54,484	62,472	77,340	-
001-2031-521.23-02	Medical Insurance - Life & ST Disability	599	743	767	895	-
001-2031-521.24-00	Worker's Compensation	5,615	6,922	7,886	18,328	-
	Subtotal Personnel Services	426,443	513,419	594,703	702,918	-
Operating						
001-2031-521.40-00	Travel & Per Diem	-	-	546	-	-
001-2031-521.41-00	Communications Services	5,812	6,365	6,001	11,344	-
001-2031-521.44-00	Rentals & Leases	33,600	41,475	33,600	47,075	-
001-2031-521.45-02	Insurance - Auto Liability	1,981	2,739	3,681	1,697	-
001-2031-521.46-00	Repair & Maintenance Services	21,115	41,892	31,547	43,434	-
001-2031-521.47-00	Printing & Binding	717	-	29	700	-
001-2031-521.49-00	Other Charges/Obligations	315	312	312	390	-
001-2031-521.51-00	Office Supplies	995	925	(319)	3,382	-
001-2031-521.52-00	Operating Supplies	848	479	8,138	8,128	-
001-2031-521.52-01	Operating Supplies - Gasoline/Diesel/Lubric	14,105	18,254	19,672	20,160	-
001-2031-521.52-05	Operating Supplies - Uniforms	2,840	4,981	5,554	3,692	-
001-2031-521.54-01	Books/Pubs/Subsc/Memb - Prof Dues	-	-	25	-	-
001-2031-521.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	-	-	994	-	-
001-2031-521.54-03	Books/Pubs/Subsc/Memb - Subscriptions	-	165	-	153	-
001-2031-521.54-04	Books/Pubs/Subsc/Memb - School Tuition	-	-	950	-	-
	Subtotal Operating	82,328	117,587	110,730	140,155	-
Total Police Traffic		\$ 508,771	\$ 631,006	\$ 705,434	\$ 843,073	\$ -

Funding for Police Traffic is now allocated under Police Strategic Services.

Police School Resource Officers

Summary

Expenditures	2017 Actual	2018 Actual	2019 Budget	2020 Budget
Salaries	\$ 575,238	\$ 758,333	\$ 905,557	\$ -
Benefits	272,521	395,007	528,581	-
Operating	22,168	25,423	28,483	-
Supplies	16,439	22,029	37,534	-
Capital	-	-	-	-
Total	\$ 886,366	\$ 1,200,792	\$ 1,500,155	\$ -

Funding Source				
General Fund	\$ 886,366	\$ 1,200,792	\$ 1,500,155	\$ -
Total	\$ 886,366	\$ 1,200,792	\$ 1,500,155	\$ -

Authorized Positions

Full Time Equivalents	Grade	Funded 2018	Funded 2019	+/-	Funded 2020	Authorized & Unfunded
Police - School Resource Officers						
Captain **	214	0.15	0.20	(0.20)	-	-
Lieutenant **	213	0.33	0.50	(0.50)	-	-
Sergeant	209	1.00	2.00	(2.00)	-	-
Officer	205	7.00	13.00	(13.00)	-	-
Total Full Time Equivalents		8.48	15.70	(15.70)	-	-

**Split between funds or departments/divisions

Police School Resource Officers

<i>Account</i>	<i>Description</i>	<i>2016 Actual</i>	<i>2017 Actual</i>	<i>2018 Actual</i>	<i>2019 Budget</i>	<i>2020 Final Budget</i>
Personnel						
001-2032-521.12-00	Regular Salaries & Wages	347,455	541,528	722,915	855,758	-
001-2032-521.12-02	Regular Salaries - Additional Pays	2,585	4,739	7,877	11,781	-
001-2032-521.12-06	Reg Salaries - Opt Out Health Insurance	2,405	2,200	1,400	2,340	-
001-2032-521.14-00	Overtime	7,177	15,531	9,832	17,786	-
001-2032-521.15-00	Special Pay	1,508	3,761	6,107	7,069	-
001-2032-521.15-02	Special Pay - Police State Incentive	4,629	7,479	10,203	10,823	-
001-2032-521.21-00	FICA/Medicare Taxes	27,499	43,235	56,766	69,280	-
001-2032-521.22-01	Retirement Contributions - FRS	-	-	6,012	34,335	-
001-2032-521.22-02	Retirement Contributions - Police Pension	101,300	153,540	202,460	229,154	-
001-2032-521.23-00	Medical Insurance	38,705	63,346	113,371	158,143	-
001-2032-521.23-02	Medical Insurance - Life & ST Disability	753	1,237	1,532	2,062	-
001-2032-521.24-00	Worker's Compensation	6,999	11,163	14,866	35,607	-
	Subtotal Personnel Services	541,015	847,759	1,153,340	1,434,138	-
Operating						
001-2032-521.41-00	Communications Services	5,136	5,387	5,929	13,368	-
001-2032-521.45-02	Insurance - Auto Liability	1,981	2,739	3,681	1,697	-
001-2032-521.46-00	Repair & Maintenance Services	12,557	13,730	15,501	11,455	-
001-2032-521.47-00	Printing & Binding	-	-	-	1,612	-
001-2032-521.49-00	Other Charges/Obligations	280	312	312	351	-
001-2032-521.51-00	Office Supplies	-	-	-	786	-
001-2032-521.52-00	Operating Supplies	-	83	921	4,147	-
001-2032-521.52-01	Operating Supplies - Gasoline/Diesel/Lubric	14,035	16,174	19,771	28,773	-
001-2032-521.52-05	Operating Supplies - Uniforms	-	-	936	3,692	-
001-2032-521.54-03	Books/Pubs/Subsc/Memb - Subscriptions	-	182	-	136	-
	Subtotal Operating	33,989	38,607	47,452	66,017	-
Total Police School Resource Officers		\$ 575,004	\$ 886,366	\$ 1,200,792	\$ 1,500,155	\$ -

Funding for Police SRO's is now allocated under Police Strategic Services.

Police CRU

Summary

Expenditures	2017 Actual	2018 Actual	2019 Budget	2020 Budget
Salaries	\$ 476,684	\$ 498,167	\$ 467,901	\$ -
Benefits	222,002	260,726	255,973	-
Operating	22,367	25,145	28,483	-
Supplies	18,879	20,651	31,301	-
Capital	-	-	-	-
Total	\$ 739,932	\$ 804,689	\$ 783,658	\$ -

Funding Source				
General Fund	\$ 739,932	\$ 804,689	\$ 783,658	\$ -
Total	\$ 739,932	\$ 804,689	\$ 783,658	\$ -

Authorized Positions

Full Time Equivalents	Grade	Funded 2018	Funded 2019	+/-	Funded 2020	Authorized & Unfunded
Police - CRU						
Captain **	214	0.15	0.33	(0.33)	-	-
Lieutenant **	213	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 Full Time Equivalents		8.48	8.33	(8.33)	-	-

**Split between funds or departments/divisions

Police CRU						
Account	Description	2016 Actual	2017 Actual	2018 Actual	2019 Budget	2020 Final Budget
Personnel						
001-2033-521.12-00	Regular Salaries & Wages	299,325	418,672	448,377	433,288	-
001-2033-521.12-02	Regular Salaries - Additional Pays	4,406	5,137	4,451	5,891	-
001-2033-521.12-06	Reg Salaries - Opt Out Health Insurance	1,203	1,800	666	1,557	-
001-2033-521.14-00	Overtime	42,216	41,868	37,053	17,786	-
001-2033-521.15-00	Special Pay	2,450	3,652	3,224	4,817	-
001-2033-521.15-02	Special Pay - Police State Incentive	4,221	5,555	4,396	4,562	-
001-2033-521.21-00	FICA/Medicare Taxes	26,242	35,749	37,232	35,809	-
001-2033-521.22-01	Retirement Contributions - FRS	2,714	3,229	12,673	34,142	-
001-2033-521.22-02	Retirement Contributions - Police Pension	91,990	119,375	115,321	87,074	-
001-2033-521.23-00	Medical Insurance	46,446	54,154	85,163	80,803	-
001-2033-521.23-02	Medical Insurance - Life & ST Disability	892	1,192	1,280	1,198	-
001-2033-521.24-00	Worker's Compensation	5,808	8,303	9,057	16,947	-
	Subtotal Personnel Services	527,913	698,686	758,894	723,874	-
Operating						
001-2033-521.41-00	Communications Services	5,860	5,675	5,256	13,368	-
001-2033-521.45-02	Insurance - Auto Liability	1,981	2,739	3,681	1,697	-
001-2033-521.46-00	Repair & Maintenance Services	12,557	13,641	15,501	11,455	-
001-2033-521.47-00	Printing & Binding	-	-	270	1,612	-
001-2033-521.49-00	Other Charges/Obligations	245	312	437	351	-
001-2033-521.51-00	Office Supplies	73	26	-	786	-
001-2033-521.52-00	Operating Supplies	276	262	900	4,147	-
001-2033-521.52-01	Operating Supplies - Gasoline/Diesel/Lubric	14,035	16,174	19,672	23,018	-
001-2033-521.52-05	Operating Supplies - Uniforms	-	2,285	79	3,231	-
001-2033-521.54-01	Books/Pubs/Subsc/Memb - Prof Dues	-	132	-	-	-
001-2033-521.54-03	Books/Pubs/Subsc/Memb - Subscriptions	-	-	-	119	-
	Subtotal Operating	35,027	41,246	45,796	59,784	-
Total Police CRU \$ 562,940 \$ 739,932 \$ 804,689 \$ 783,658 \$ -						

Funding for Police CRU is now allocated under Police Professional Standards and Community Engagement.

Police Training

Summary

Expenditures	2017 Actual	2018 Actual	2019 Budget	2020 Budget
Salaries	\$ 834,047	\$ 1,007,222	\$ 750,785	\$ -
Benefits	416,092	475,384	444,959	-
Operating	12,836	28,453	16,111	-
Supplies	43,023	72,080	107,167	-
Capital	-	-	-	-
Total	\$ 1,305,998	\$ 1,583,138	\$ 1,319,022	\$ -

Funding Source				
General Fund	\$ 1,305,998	\$ 1,583,138	\$ 1,319,022	\$ -
Total	\$ 1,305,998	\$ 1,583,138	\$ 1,319,022	\$ -

Authorized Positions

Full Time Equivalents	Grade	Funded 2018	Funded 2019	+/-	Funded 2020	Authorized & Unfunded
Police - Training						
Sergeant	209	1.00	1.00	(1.00)	-	-
Captain **	214	-	0.33	(0.33)	-	-
Officer	205	1.00	1.00	(1.00)	-	-
Total Full Time Equivalents		2.00	2.33	(2.33)	-	-

**Split between funds or departments/divisions

Police Training						
Account	Description	2016 Actual	2017 Actual	2018 Actual	2019 Budget	2020 Final Budget
Personnel						
001-2041-521.12-00	Regular Salaries & Wages	638,332	759,873	930,592	727,237	-
001-2041-521.12-02	Regular Salaries - Additional Pays	7,886	14,496	15,386	13,925	-
001-2041-521.12-06	Reg Salaries - Opt Out Health Insurance	700	900	1,366	387	-
001-2041-521.14-00	Overtime	29,250	54,065	52,877	-	-
001-2041-521.15-00	Special Pay	3,153	2,303	2,948	3,900	-
001-2041-521.15-02	Special Pay - Police State Incentive	2,976	2,410	4,052	5,336	-
001-2041-521.21-00	FICA/Medicare Taxes	51,136	61,378	74,386	57,441	-
001-2041-521.22-01	Retirement Contributions - FRS	187	4,214	194,953	183,056	-
001-2041-521.22-02	Retirement Contributions - Police Pension	179,499	204,190	18,829	-	-
001-2041-521.23-00	Medical Insurance	67,088	129,316	166,210	173,149	-
001-2041-521.23-02	Medical Insurance - Life & ST Disability	1,072	898	1,188	1,777	-
001-2041-521.24-00	Worker's Compensation	12,946	16,096	19,818	29,536	-
	Subtotal Personnel Services	994,225	1,250,139	1,482,605	1,195,744	-
Operating						
001-2041-521.40-00	Travel & Per Diem	-	-	9,252	8,105	-
001-2041-521.41-00	Communications Services	6,658	6,434	9,846	2,992	-
001-2041-521.45-02	Insurance - Auto Liability	1,981	2,739	3,681	1,697	-
001-2041-521.46-00	Repair & Maintenance Services	2,951	3,215	3,642	3,099	-
001-2041-521.47-00	Printing & Binding	-	-	-	140	-
001-2041-521.49-00	Other Charges/Obligations	160	448	130	78	-
001-2041-521.51-00	Office Supplies	350	521	613	786	-
001-2041-521.52-00	Operating Supplies	31,430	38,290	39,329	39,574	-
001-2041-521.52-01	Operating Supplies - Gasoline/Diesel/Lubric	3,298	3,801	4,623	5,755	-
001-2041-521.52-05	Operating Supplies - Uniforms	156	378	792	923	-
001-2041-521.54-01	Books/Pubs/Subsc/Memb - Prof Dues	-	-	900	3,470	-
001-2041-521.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	-	-	5,138	-	-
001-2041-521.54-03	Books/Pubs/Subsc/Memb - Subscriptions	(630)	33	7,050	34	-
001-2041-521.54-04	Books/Pubs/Subsc/Memb - School Tuition	-	-	13,636	56,625	-
	Subtotal Operating	46,354	55,859	100,533	123,278	-
Total Police Training		\$ 1,040,579	\$ 1,305,998	\$ 1,583,138	\$ 1,319,022	\$ -

Funding for Police Training is now allocated under Police Professional Standards and Community Engagement.

Police Professional Standards and Community Engagement

Summary

Expenditures	2017 Actual	2018 Actual	2019 Budget	2020 Budget
Salaries	\$ -	\$ -	\$ -	\$ 806,751
Benefits	-	-	-	411,329
Operating	-	-	-	74,179
Supplies	-	-	-	140,402
Capital	-	-	-	-
Total	\$ -	\$ -	\$ -	\$ 1,432,661

Funding Source				
General Fund	\$ -	\$ -	\$ -	\$ 1,432,661
Total	\$ -	\$ -	\$ -	\$ 1,432,661

Authorized Positions

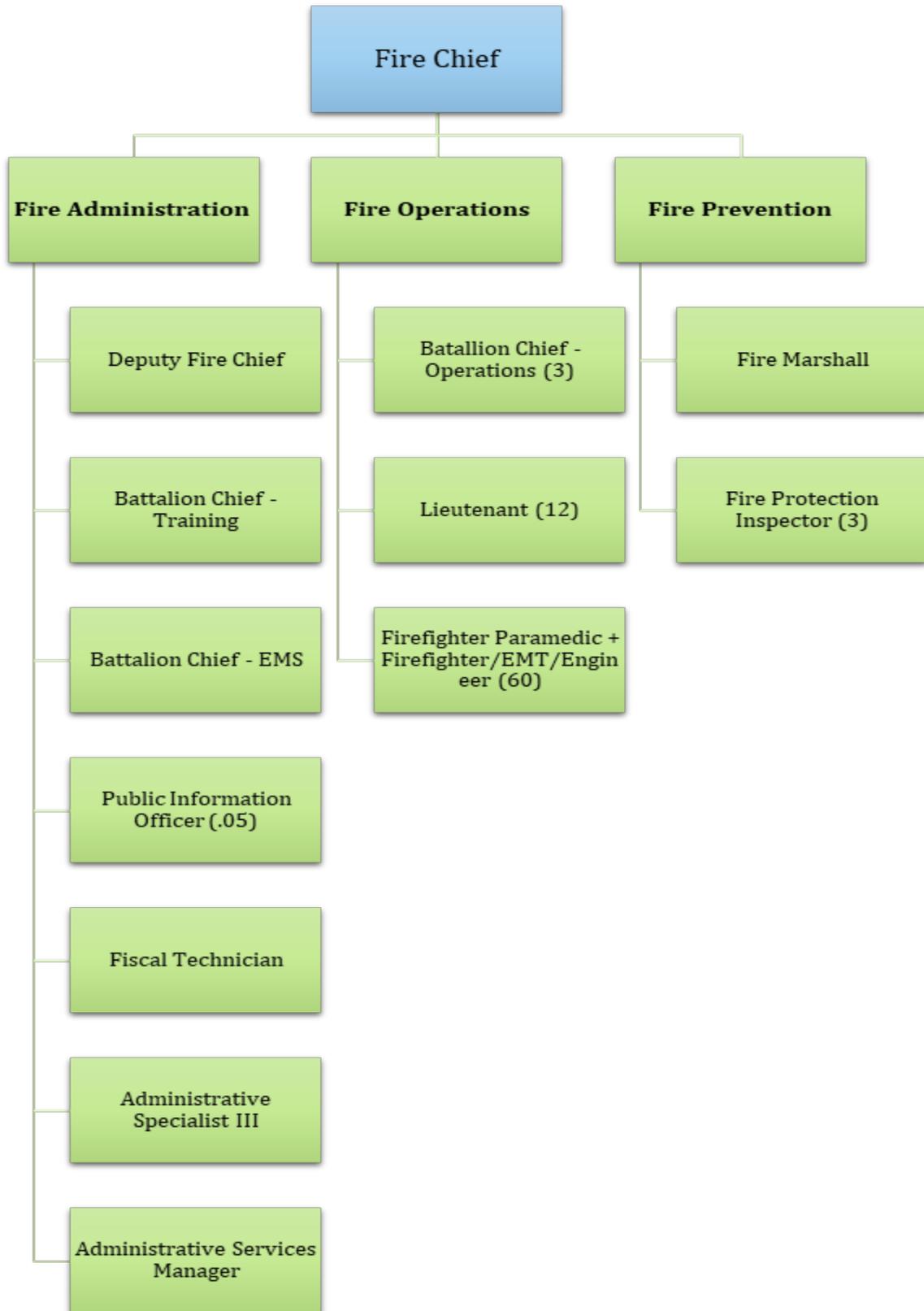
Full Time Equivalents	Grade	Funded 2018	Funded 2019	+/-	Funded 2020	Authorized & Unfunded
Police - Professional Standards and Community Engagement (CRU and Training)						
Captain **	214	-	-	0.66	0.66	-
Lieutenant **	213	-	-	-	-	-
Sergeant	209	-	-	2.00	2.00	-
Officer	205	-	-	7.00	7.00	-
Volunteer Program Coordinator	410	-	-	1.00	1.00	-
Total Full Time Equivalents		-	-	10.66	10.66	-

Police Professional Standards and Community Engagement

<i>Account</i>	<i>Description</i>	<i>2016 Actual</i>	<i>2017 Actual</i>	<i>2018 Actual</i>	<i>2019 Budget</i>	<i>2020 Final Budget</i>
Personnel						
001-2034-521.12-00	Regular Salaries & Wages	-	-	-	-	681,514
001-2034-521.12-02	Regular Salaries - Additional Pays	-	-	-	-	9,384
001-2034-521.12-05	Regular Salaries - Incentive Bonus	-	-	-	-	1,557
001-2034-521.12-06	Reg Salaries - Opt Out Health Insurance	-	-	-	-	387
001-2034-521.14-00	Overtime	-	-	-	-	97,413
001-2034-521.15-00	Special Pay	-	-	-	-	8,659
001-2034-521.15-02	Special Pay - Police State Incentive	-	-	-	-	7,837
001-2034-521.21-00	FICA/Medicare Taxes	-	-	-	-	61,737
001-2034-521.22-01	Retirement Contributions - FRS	-	-	-	-	107,052
001-2034-521.22-02	Retirement Contributions - Police Pension	-	-	-	-	67,470
001-2034-521.23-00	Medical Insurance	-	-	-	-	148,617
001-2034-521.23-02	Medical Insurance - Life & ST Disability	-	-	-	-	1,897
001-2034-521.24-00	Worker's Compensation	-	-	-	-	24,556
	Subtotal Personnel Services	-	-	-	-	1,218,080
Operating						
001-2034-521.40-00	Travel & Per Diem	-	-	-	-	26,805
001-2034-521.41-00	Communications Services	-	-	-	-	24,165
001-2034-521.45-02	Insurance - Auto Liability	-	-	-	-	4,474
001-2034-521.46-00	Repair & Maintenance Services	-	-	-	-	14,554
001-2034-521.47-00	Printing & Binding	-	-	-	-	1,752
001-2034-521.49-00	Other Charges/Obligations	-	-	-	-	2,429
001-2034-521.51-00	Office Supplies	-	-	-	-	1,572
001-2034-521.52-00	Operating Supplies	-	-	-	-	44,100
001-2034-521.52-01	Operating Supplies - Gasoline/Diesel/Lubric	-	-	-	-	28,773
001-2034-521.52-05	Operating Supplies - Uniforms	-	-	-	-	4,154
001-2034-521.54-01	Books/Pubs/Subsc/Memb - Prof Dues	-	-	-	-	2,870
001-2034-521.54-02	Books/Pubs/Subsc/Memb - Conf/Seminar	-	-	-	-	300
001-2034-521.54-03	Books/Pubs/Subsc/Memb - Subscriptions	-	-	-	-	458
001-2034-521.54-04	Books/Pubs/Subsc/Memb - School Tuition	-	-	-	-	58,175
	Subtotal Operating	-	-	-	-	214,581
Total Police Professional Standards and Community Engagement		\$ -	\$ -	\$ -	\$ -	\$ 1,432,661

Funding for Police Training and CRU is now allocated under Police Professional Standards and Community Engagement.

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 86.05 FTE's, 83 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 fire prevention. These divisions operate a variety of programs aimed at supporting the City's mission and goals.

Summary

Expenditures	2017 Actual	2018 Actual	2019 Budget	2020 Budget
Salaries	\$ 5,031,047	\$ 5,052,834	\$ 5,700,714	\$ 5,527,699
Benefits	2,279,874	2,594,439	2,982,466	2,822,682
Operating	848,028	812,164	900,431	969,769
Supplies	489,742	597,394	548,505	574,460
Capital	7,800	-	-	-
Total	\$ 8,656,491	\$ 9,056,831	\$ 10,132,116	\$ 9,894,610

Funding Source				
General Fund	\$ 8,656,491	\$ 9,056,831	\$ 10,132,116	\$ 9,894,610
Total	\$ 8,656,491	\$ 9,056,831	\$ 10,132,116	\$ 9,894,610

Fire Department as a percentage of General Fund

19.8%



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	2017 Actual	2018 Actual	2019 Budget	2020 Budget
Salaries	\$ 392,277	\$ 506,912	\$ 502,508	\$ 612,038
Benefits	171,389	238,107	255,571	252,391
Operating	45,606	32,858	55,798	52,711
Supplies	18,214	17,015	23,657	34,370
Capital	-	-	-	-
Total	\$ 627,486	\$ 794,893	\$ 837,534	\$ 951,510

Funding Source				
General Fund	\$ 627,486	\$ 794,893	\$ 837,534	\$ 951,510
Total	\$ 627,486	\$ 794,893	\$ 837,534	\$ 951,510

Our Accomplishments in 2018-19

- ❖ Successfully improved our Insurance Service Office (ISO) rating (now a 2/2x) providing a possibility of reduced commercial insurance rates in the City effective August 1, 2018. The existing grading was a three (3).
- ❖ Conducted two new hire orientation classes consisting of 11 probationary firefighters.
- ❖ Awarded the Hazard Mitigation Grant to wind retro-fit Fire Stations 32 & 38 to improve emergency preparedness.
- ❖ Executed the First Response Inter-local agreement with other Fire Departments in the County.
- ❖ Updated and revised the Emergency Management Comprehensive Plan and Ordinance.
- ❖ Provided training department-wide in Post Trauma Stress Disorder as required by FSS
- ❖ Deployed the Deputy Fire Chief and Battalion Chief–EMS to the Florida panhandle as section Chiefs to assist with Hurricane Michael impacts.

Goals and Objectives for 2019-20

- ❖ Build the next generation of leaders to ensure the Department's long-term success.
- ❖ Improve our Emergency Management Preparedness City wide.
- ❖ Purchase / lease land for future fire station and provide services to Southeastern portion of the City.
- ❖ Update our Department Strategic Plan.
- ❖ Authorize a full time Administrative Services Manager.
- ❖ Improve our Insurance Service (ISO) rating.
- ❖ Construct a training prop/facility behind Station 32.

FIRE - ADMINISTRATION Performance Measures

Activity	Actual 2016-2017	Actual 2017-2018	Expected 2018-2019	Proposed 2019-2020
# Unit Responses	18,345	18,721	18,721	18,830
# of calls inside city	18,406	Not available	Not available	Not available
# of total calls responded to by City units	10,019	10,746	11,231	11,750
- EMS/Rescue/Fire related/Other	7944/253/1088	7911/198/1155	8321/205/1195	8731/207/1235
# of Transports	4,646	4,763	4,900	5,050
# First responder calls outside City	1,703	750	825	895
# of other first responder calls inside City	5,521	Not available	Not available	Not available
% calls with response time 5 minutes or less	30.0%	30.0%	30.0%	30.0%
- Fire related/EMS/Rescue	30.0%/30.0%	30.0%/30.0%	30.0%/30.0%	30.0%/30.0%
% calls as first responder outside City	17.0%	Not available	Not available	Not available
% calls as first responder inside City	30.0%	Not available	Not available	Not available
Property Loss	786,807	392,150	395,000	450,000
Civilian Injuries	1	0	0	0
Civilian Deaths	1	0	0	0
Cost per call	716.10	712.00	715.00	720.00
Unscheduled Leave Hours	10,650	7,210	7,305	7,400
Unscheduled Leave Shifts	443.00	300.40	304.00	300.00

Authorized Positions

Full Time Equivalents	Grade	Funded 2018	Funded 2019	+/-	Funded 2020	Authorized & Unfunded
Fire - Administration						
Fire Chief	432	1.00	1.00	-	1.00	-
Administrative Services Manager	422	-	-	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 **	423	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 Full Time Equivalents		6.05	6.05	1.00	7.05	-

**Split between funds or departments/divisions

Fire Administration

Account	Description	2016 Actual	2017 Actual	2018 Actual	2019 Budget	2020 Final Budget
Personnel						
001-3003-522.12-00	Regular Salaries & Wages	306,861	358,133	473,938	472,948	578,372
001-3003-522.12-06	Reg Salaries - Opt Out Health Insurance	1,203	1,200	1,200	1,173	2,346
001-3003-522.14-00	Overtime	4,551	5,086	2,734	-	2,933
001-3003-522.15-00	Special Pay	24,760	27,858	29,040	28,387	28,387
001-3003-522.21-00	FICA/Medicare Taxes	24,900	29,110	37,305	38,544	46,945
001-3003-522.22-01	Retirement Contributions - FRS	5,743	6,930	7,527	7,749	16,274
001-3003-522.22-03	Retirement Contributions - Fire Pension	77,404	91,153	124,903	126,975	105,328
001-3003-522.23-00	Medical Insurance	31,678	34,066	54,292	58,443	62,703
001-3003-522.23-02	Medical Insurance - Life & ST Disability	1,838	2,248	3,161	2,457	2,985
001-3003-522.24-00	Worker's Compensation	6,750	7,882	10,921	21,403	18,156
	Subtotal Personnel Services	485,688	563,666	745,020	758,079	864,429
Operating						
001-3003-522.31-00	Professional Services	1,760	1,750	2,040	1,888	1,840
001-3003-522.34-00	Other Contractual Services	7,378	5,778	6,528	19,028	17,371
001-3003-522.40-00	Travel & Per Diem	4,246	3,408	3,888	5,381	7,532
001-3003-522.41-00	Communications Services	6,758	7,519	7,156	7,577	7,594
001-3003-522.42-00	Postage & Transportation	-	196	16	150	100
001-3003-522.44-00	Rentals & Leases	2,140	3,265	2,140	2,140	2,140
001-3003-522.45-01	Insurance - Operating Liability	358	413	421	464	491
001-3003-522.45-02	Insurance - Auto Liability	1,838	1,692	1,986	960	1,221
001-3003-522.46-00	Repair & Maintenance Services	10,299	10,879	7,189	13,450	9,148
001-3003-522.47-00	Printing & Binding	132	317	273	275	275
001-3003-522.49-00	Other Charges/Obligations	893	10,389	1,220	4,485	4,999
001-3003-522.51-00	Office Supplies	832	277	419	800	500
001-3003-522.52-00	Operating Supplies	3,162	4,668	3,104	6,000	6,000
001-3003-522.52-01	Operating Supplies - Gasoline/Diesel/Lubric	5,272	6,740	8,404	8,858	9,170
001-3003-522.52-05	Operating Supplies - Uniforms	2,744	1,849	2,755	3,000	3,000
001-3003-522.54-01	Books/Pubs/Subsc/Memb - Prof Dues	944	1,170	534	899	1,200
001-3003-522.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	2,494	3,065	1,315	3,305	13,705
001-3003-522.54-03	Books/Pubs/Subsc/Memb - Subscriptions	375	445	484	795	795
	Subtotal Operating	51,625	63,820	49,873	79,455	87,081
Total Fire Administration		\$ 537,313	\$ 627,486	\$ 794,893	\$ 837,534	\$ 951,510

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	2017 Actual	2017 Actual	2018 Actual	2020 Budget
Salaries	\$ 4,408,237	\$ 4,290,718	\$ 4,885,514	\$ 4,625,153
Benefits	2,020,714	2,243,722	2,560,883	2,417,929
Operating	783,541	760,877	824,506	898,007
Supplies	461,649	563,964	510,827	524,859
Capital	7,800	-	-	-
Total	\$ 7,681,941	\$ 7,859,280	\$ 8,781,730	\$ 8,465,948

Funding Source				
General Fund	\$ 7,681,941	\$ 7,859,280	\$ 8,781,730	\$ 8,465,948
Total	\$ 7,681,941	\$ 7,859,280	\$ 8,781,730	\$ 8,465,948

Our Accomplishments in 2018-19

- ❖ Implemented post-fire gross decontamination program to reduce the carcinogenic risk to firefighters.
- ❖ Improved station security at Fire Station 32 and 38 by installing card reader access at both stations.
- ❖ Completed the first round of “Blue Card” incident command training for all officers and “ride-up” officers.
- ❖ Trained 7 company officers in the International Association of Fire Chiefs Officer Development Program.

Goals and Objectives for 2019-20

- ❖ 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 2016-2017	Actual 2017-2018	Expected 2018-2019	Proposed 2019-2020
# Unit Responses	18,345	18,612	18,721	18,830
# of calls inside city	18,406	Not available	Not available	Not available
# of total calls responded to by City units	10,019	10,746	11,231	11,750
- EMS/Rescue/Fire related/Other	7944/253/1088	7811/198/1155	8321/205/1195	8731/207/1235
# of Transports	4,646	4,763	4,900	5,050
# First responder calls outside City	1,703	750	825	895
# of other first responder calls inside City	5,521	Not available	Not available	Not available
% calls with response time 5 minutes or less	30.0%	30.0%	30.0%	30.0%
- Fire related/EMS/Rescue	30.0%/30.0%	30.0%/30.0%	30.0%/30.0%	30.0%/30.0%
% calls as first responder outside City	17.0%	Not available	Not available	Not available
% calls as first responder inside City	30.0%	Not available	Not available	Not available
Property Loss	786,807	392,150	395,000	450,000
Civilian Injuries	1	0	0	0
Civilian Deaths	1	0	0	0
Cost per call	716.10	712.00	715.00	720.00
Unscheduled Leave Hours	10,650	7,210	7,305	7,400
Unscheduled Leave Shifts	443.00	300.40	304.00	300.00

Authorized Positions

Full Time Equivalents	Grade	Funded 2018	Funded 2019	+/-	Funded 2020	Authorized & Unfunded
Fire - Operations						
Battalion Chief - Operations	213	3.00	3.00	-	3.00	-
Lieutenant	211	12.00	12.00	-	12.00	-
Firefighter/Paramedic & Firefighter EMT/Engineer	202/203	60.00	60.00	-	60.00	1.00
Total Full Time Equivalents		75.00	75.00	-	75.00	1.00

Fire Operations

Account	Description	2016 Actual	2017 Actual	2018 Actual	2019 Budget	2020 Final Budget
Personnel						
001-3001-522.12-00	Regular Salaries & Wages	3,103,861	3,236,906	3,283,826	3,410,521	3,236,916
001-3001-522.12-02	Regular Salaries - Additional Pays	523	510	706	2,339	2,339
001-3001-522.12-06	Reg Salaries - Opt Out Health Insurance	15,236	12,500	8,600	14,076	10,557
001-3001-522.14-00	Overtime	463,254	518,195	380,279	732,130	614,495
001-3001-522.14-02	Overtime - Garcia Overtime	228,037	231,366	252,327	297,383	286,300
001-3001-522.15-00	Special Pay	417,475	408,760	364,980	429,065	474,546
001-3001-522.21-00	FICA/Medicare Taxes	314,664	330,510	317,345	374,384	354,683
001-3001-522.22-01	Retirement Contributions - FRS	-	635	110,522	165,913	238,514
001-3001-522.22-03	Retirement Contributions - Fire Pension	981,230	1,096,023	1,022,101	1,004,549	776,991
001-3001-522.23-00	Medical Insurance	438,385	464,664	663,865	740,661	831,901
001-3001-522.23-02	Medical Insurance - Life & ST Disability	20,329	21,247	23,102	20,753	20,035
001-3001-522.24-00	Worker's Compensation	101,294	107,635	106,787	254,623	195,805
	Subtotal Personnel Services	6,084,288	6,428,951	6,534,439	7,446,397	7,043,082
Operating						
001-3001-522.31-00	Professional Services	33,634	31,666	45,995	65,820	34,460
001-3001-522.34-00	Other Contractual Services	64,507	114,150	107,166	111,813	164,985
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	322	1,564	5	600	400
001-3001-522.41-00	Communications Services	28,614	28,284	33,001	33,454	28,728
001-3001-522.42-00	Postage & Transportation	716	1,274	852	1,000	900
001-3001-522.43-00	Utility Services	93,654	91,677	97,929	97,621	102,175
001-3001-522.44-00	Rentals & Leases	7,058	6,882	827	682	782
001-3001-522.45-01	Insurance - Operating Liability	52,211	53,380	63,139	57,331	60,795
001-3001-522.45-02	Insurance - Auto Liability	54,323	56,239	64,537	32,433	41,246
001-3001-522.46-00	Repair & Maintenance Services	331,623	322,942	275,114	352,312	392,186
001-3001-522.47-00	Printing & Binding	939	834	1,163	990	1,100
001-3001-522.48-00	Promotional Activities	-	-	-	300	100
001-3001-522.49-00	Other Charges/Obligations	3,504	9,499	6,000	5,000	5,000
001-3001-522.51-00	Office Supplies	3,134	3,081	5,219	3,500	5,500
001-3001-522.52-00	Operating Supplies	257,205	284,142	327,989	278,200	289,200
001-3001-522.52-01	Operating Supplies - Gasoline/Diesel/Lubric	66,061	77,228	90,174	91,139	93,200
001-3001-522.52-05	Operating Supplies - Uniforms	39,240	50,566	59,721	55,200	55,200
001-3001-522.52-21	Operating Supplies - CPR Class Materials	1,358	460	190	1,000	200
001-3001-522.54-01	Books/Pubs/Subsc/Memb - Prof Dues	410	2,530	689	5,650	874
001-3001-522.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	2,351	3,406	2,135	6,230	5,510
001-3001-522.54-03	Books/Pubs/Subsc/Memb - Subscriptions	8,886	22,707	22,970	23,908	24,175
001-3001-522.54-04	Books/Pubs/Subsc/Memb - School Tuition	26,619	17,529	54,877	46,000	51,000
	Subtotal Operating	1,141,519	1,245,190	1,324,841	1,335,333	1,422,866
Capital						
001-3001-522.64-00	Machinery & Equipment	28,970	7,800	-	-	-
	Subtotal Capital	28,970	7,800	-	-	-
Total Fire Operations		\$ 7,254,777	\$ 7,681,941	\$ 7,859,280	\$ 8,781,730	\$ 8,465,948

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	2017 Actual	2018 Actual	2019 Budget	2020 Budget
Salaries	\$ 230,533	\$ 255,204	\$ 312,692	\$ 290,508
Benefits	87,771	112,610	166,012	152,362
Operating	18,881	18,429	20,127	19,051
Supplies	9,879	16,415	14,021	15,231
Capital	-	-	-	-
Total	\$ 347,064	\$ 402,658	\$ 512,852	\$ 477,152

Funding Source				
General Fund	\$ 347,064	\$ 402,658	\$ 512,852	\$ 477,152
Total	\$ 347,064	\$ 402,658	\$ 512,852	\$ 477,152

Our Accomplishments in 2018-19

- ❖ Conducted a joint smoke alarm install day for the Academy Manor subdivision with the American Red Cross.
- ❖ Converted from paper to digital plans review.
- ❖ Completed inspections of all day cares, assisted living facilities, nightclubs and other facilities required by state laws.
- ❖ Submitted for a Safety and Fire Prevention Grant for a portable extinguisher training prop to demonstrate proper use of extinguishers to the public.
- ❖ Fully Fund an additional Fire Inspector position.

Goals and Objectives for 2019-20

- ❖ Improve our public education events and public awareness of fire safety.
- ❖ Train full-time staff on how to conduct digital plans review.

- ❖ Replace Fire Inspector vehicle #38 (132,000 miles, year 2006).

FIRE - PREVENTION				
Performance Measures				
Activity	Actual 2016-2017	Actual 2017-2018	Expected 2018-2019	Proposed 2019-2020
Annual Inspections	2,260	1,447	1,600	1,700
Reinspections	270	203	250	300
Investigations	60	26	30	30
PIO	3	3	3	3
Public Education Events	90	76	80	80
Car Seat Classes	12	12	12	12

Authorized Positions

Full Time Equivalents	Grade	Funded 2018	Funded 2019	+/-	Funded 2020	Authorized & Unfunded
Fire - Prevention						
Fire Marshall	214	0.42	1.00	-	1.00	-
Fire Protection Inspector	417	2.50	2.50	0.50	3.00	0.50
Total Full Time Equivalents		2.92	3.50	0.50	4.00	0.50

Fire Prevention

Account	Description	2016 Actual	2017 Actual	2018 Actual	2019 Budget	2020 Final Budget
Personnel						
001-3002-522.12-00	Regular Salaries & Wages	158,395	174,665	208,530	232,721	261,925
001-3002-522.12-02	Regular Salaries - Additional Pays	523	1,721	524	128	255
001-3002-522.13-00	Part Time Wages	21,108	20,501	19,742	23,547	-
001-3002-522.14-00	Overtime	17,903	23,180	16,080	45,308	17,986
001-3002-522.15-00	Special Pay	9,315	10,466	10,328	10,988	10,342
001-3002-522.21-00	FICA/Medicare Taxes	15,046	16,867	18,256	23,964	22,173
001-3002-522.22-01	Retirement Contributions - FRS	-	90	4,795	5,847	13,838
001-3002-522.22-03	Retirement Contributions - Fire Pension	36,602	42,838	52,627	72,662	53,278
001-3002-522.23-00	Medical Insurance	19,172	20,903	29,360	46,292	49,666
001-3002-522.23-02	Medical Insurance - Life & ST Disability	914	1,144	1,283	976	1,197
001-3002-522.24-00	Worker's Compensation	5,349	5,929	6,289	16,271	12,210
Subtotal Personnel Services		284,327	318,304	367,814	478,704	442,870
Operating						
001-3002-522.31-00	Professional Services	1,320	1,310	1,530	1,416	1,380
001-3002-522.40-00	Travel & Per Diem	584	132	682	850	1,223
001-3002-522.41-00	Communications Services	3,989	5,426	4,089	4,426	4,260
001-3002-522.42-00	Postage & Transportation	10	168	22	150	30
001-3002-522.44-00	Rentals & Leases	713	713	713	713	750
001-3002-522.45-01	Insurance - Operating Liability	412	574	586	710	752
001-3002-522.45-02	Insurance - Auto Liability	1,293	1,633	1,916	1,102	1,401
001-3002-522.46-00	Repair & Maintenance Services	2,829	6,350	6,058	7,550	6,130
001-3002-522.47-00	Printing & Binding	494	891	790	920	900
001-3002-522.48-00	Promotional Activities	150	1,490	1,481	2,000	2,000
001-3002-522.49-00	Other Charges/Obligations	49	194	562	290	225
001-3002-522.51-00	Office Supplies	484	272	103	400	400
001-3002-522.52-00	Operating Supplies	962	981	2,101	1,000	1,000
001-3002-522.52-01	Operating Supplies - Gasoline/Diesel/Lubric	5,528	5,259	6,938	6,915	7,860
001-3002-522.52-05	Operating Supplies - Uniforms	1,943	581	4,040	2,500	3,000
001-3002-522.54-01	Books/Pubs/Subsc/Memb - Prof Dues	115	115	290	330	205
001-3002-522.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	275	480	628	485	475
001-3002-522.54-03	Books/Pubs/Subsc/Memb - Subscriptions	1,680	2,191	2,314	2,391	2,291
Subtotal Operating		22,830	28,760	34,844	34,148	34,282
Total Fire Prevention		\$ 307,157	\$ 347,064	\$ 402,658	\$ 512,852	\$ 477,152

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	2017 Actual	2018 Actual	2019 Budget	2020 Budget
Salaries	\$ 1,360,616	\$ 1,449,566	\$ 1,504,305	\$ 1,543,965
Benefits	483,920	604,149	727,371	759,323
Operating	976,280	1,045,806	759,365	798,307
Supplies	132,151	143,874	184,149	198,344
Capital	-	-	-	-
Total	\$ 2,952,967	\$ 3,243,394	\$ 3,175,190	\$ 3,299,939

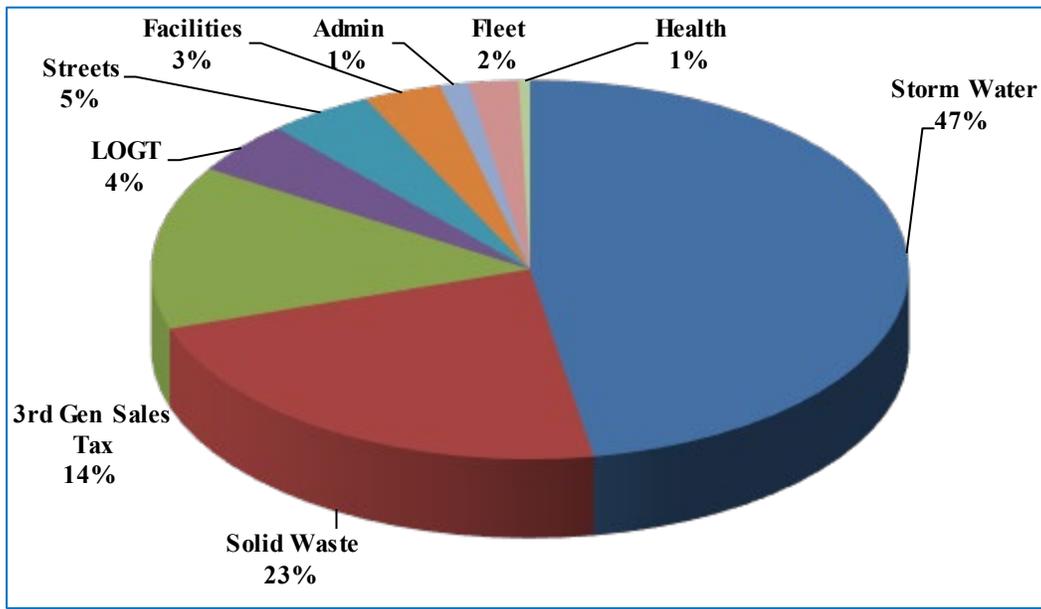
Funding Source				
General Fund	\$ 2,952,967	\$ 3,243,394	\$ 3,175,190	\$ 3,299,939
Total	\$ 2,952,967	\$ 3,243,394	\$ 3,175,190	\$ 3,299,939

Public Works Department as a percentage of General Fund



FY 2020 Public Works Divisions Totals

Storm Water	\$ 13,419,053
Solid Waste	6,418,410
3rd Gen Sales Tax	3,960,244
LOGT	1,268,508
Streets	1,268,738
Facilities	941,868
Admin	347,041
Fleet	607,809
Health	134,483
Total	<u>\$ 28,366,154</u>



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	2017 Actual	2018 Actual	2019 Budget	2020 Budget
Salaries	\$ 176,571	\$ 189,038	\$ 208,761	\$ 206,669
Benefits	46,264	62,680	79,001	82,735
Operating	29,174	31,274	37,816	31,162
Supplies	6,725	12,847	23,270	26,475
Capital	-	-	-	-
Total	\$ 258,734	\$ 295,839	\$ 348,848	\$ 347,041

Funding Source				
General Fund	\$ 258,734	\$ 295,839	\$ 348,848	\$ 347,041
Total	\$ 258,734	\$ 295,839	\$ 348,848	\$ 347,041

Our Accomplishments in 2018-19

- ❖ Completion of Cloud Branch Phase III, 17-92 Beautification Project, Oak Ave streetscape, Terwilleger Trail, and resurfacing of 12.13 lane miles of roadway.
- ❖ Along with those projects, there were a number of sidewalk repairs, miscellaneous concrete repairs, speed table construction, side-street parking improvements and other road and sidewalk related improvements.
- ❖ Inspection Staff performed over 1,500 locates, 450 CO's and driveway inspections.
- ❖ Completed Hidden Lake sidewalk project.

Goals and Objectives for 2019-20

- ❖ Schedule Asphalt Rehabilitation.
- ❖ Schedule Sidewalk Repair.
- ❖ Complete Hidden Lake Sidewalk Project.

- ❖ Complete Riverwalk Phase III (Seawall).
- ❖ Start Riverwalk Phase III (Trail and Roadway).
- ❖ Complete the downtown utilities relocation project.
- ❖ Park Avenue stormwater park.
- ❖ Elm Avenue drainage and sidewalk project.
- ❖ Country Club sidewalk project.

PUBLIC WORKS - ADMINISTRATION				
Performance Measures				
Activity	Actual 2016-2017	Actual 2017-2018	Expected 2018-2019	Proposed 2019-2020
Amount of CIP's Managed	12	10	3	3
Resurfacing Costs	1,650,000	1,250,000	1,150,000	1,150,000
Sidewalk Costs - Repairs & New	200,000	200,000	200,000	500,000
Traffic Calming Costs	25,000	30,000	28,000	30,000
Lane Miles within the City	322	322	322	328
Capital Projects Managed-Design Phase	7	3	4	4
Capital Projects Managed-Construction	8	7	6	5
Miles of Roads Resurfaced (Lane Miles)	20.0	8.5	8.0	12.0
LF Sidewalk New	500	3,300	3,000	3,000
LF Sidewalk Repair/Replaced	2,000	1,500	1,000	1,500
Curb Ramps Installed/Replaced	15	20	25	25
Traffic Calming Devices Installed	12	8	8	10
Locates Performed	750	900	1,000	1,200
Inspections Performed (Driveways, C.O.s & Demolition)	100	250	200	200

Authorized Positions

Full Time Equivalents	Grade	Funded 2018	Funded 2019	+/-	Funded 2020	Authorized & Unfunded
Public Works - Administration						
Public Works Director **	433	0.35	0.35	-	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	-	1.00	-
Fiscal Specialist	412	-	-	-	-	1.00
Total Full Time Equivalents		3.35	3.35	-	3.35	1.50

**Split between funds or departments/divisions

Public Works Administration

<i>Account</i>	<i>Description</i>	<i>2016 Actual</i>	<i>2017 Actual</i>	<i>2018 Actual</i>	<i>2019 Budget</i>	<i>2020 Final Budget</i>
Personnel						
001-4001-539.12-00	Regular Salaries & Wages	227,164	174,109	187,802	201,927	205,905
001-4001-539.12-02	Regular Salaries - Additional Pays	291	651	150	206	206
001-4001-539.12-06	Reg Salaries - Opt Out Health Insurance	1,845	1,650	1,000	411	411
001-4001-539.14-00	Overtime	-	161	86	6,217	147
001-4001-539.21-00	FICA/Medicare Taxes	17,398	13,424	14,093	16,012	15,852
001-4001-539.22-01	Retirement Contributions - FRS	25,346	19,535	20,158	24,807	26,565
001-4001-539.23-00	Medical Insurance	13,547	11,039	25,997	34,719	37,250
001-4001-539.23-02	Medical Insurance - Life & ST Disability	1,192	1,110	1,215	1,023	1,043
001-4001-539.24-00	Worker's Compensation	1,077	1,156	1,217	2,440	2,025
	Subtotal Personnel Services	287,860	222,835	251,718	287,762	289,404
Operating						
001-4001-539.34-00	Other Contractual Services	2,698	-	-	5,000	-
001-4001-539.40-00	Travel & Per Diem	43	56	449	660	660
001-4001-539.41-00	Communications Services	2,975	3,899	3,812	3,970	3,632
001-4001-539.42-00	Postage & Transportation	37	76	58	200	200
001-4001-539.44-00	Rentals & Leases	1,036	1,036	1,036	1,036	1,036
001-4001-539.45-01	Insurance - Operating Liability	14,036	16,130	17,149	16,928	15,487
001-4001-539.45-02	Insurance - Auto Liability	950	874	1,026	458	583
001-4001-539.46-00	Repair & Maintenance Services	1,600	3,939	5,041	5,800	5,800
001-4001-539.47-00	Printing & Binding	940	1,004	1,071	1,414	1,414
001-4001-539.49-00	Other Charges/Obligations	1,294	2,160	1,632	2,350	2,350
001-4001-539.51-00	Office Supplies	903	938	997	1,000	1,000
001-4001-539.52-00	Operating Supplies	420	1,168	1,002	1,200	2,000
001-4001-539.52-01	Operating Supplies - Gasoline/Diesel/Lubric	3,115	3,481	4,859	3,100	4,450
001-4001-539.52-05	Operating Supplies - Uniforms	87	9	248	550	550
001-4001-539.54-01	Books/Pubs/Subsc/Memb - Prof Dues	310	1,129	595	725	975
001-4001-539.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	680	-	-	15,695	16,500
001-4001-539.54-03	Books/Pubs/Subsc/Memb - Subscriptions	1,000	-	5,146	1,000	1,000
	Subtotal Operating	32,124	35,899	44,121	61,086	57,637
Total Public Works Administration		\$ 319,984	\$ 258,734	\$ 295,839	\$ 348,848	\$ 347,041

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	2017 Actual	2018 Actual	2019 Budget	2020 Budget
Salaries	\$ 363	\$ 141	\$ 5,704	\$ 5,704
Benefits	144	73	1,463	1,378
Operating	60,328	72,245	95,043	120,101
Supplies	5,353	148	5,959	7,300
Capital	-	-	-	-
Total	\$ 66,188	\$ 72,607	\$ 108,169	\$ 134,483

Funding Source				
General Fund	\$ 66,188	\$ 72,607	\$ 108,169	\$ 134,483
Total	\$ 66,188	\$ 72,607	\$ 108,169	\$ 134,483

Our Accomplishments in 2018-19

- ❖ Fog for Midges when the need arose.
- ❖ Continued to educate staff on materials, new species of insects & applications.
- ❖ Oversee Contract Management for Clarke Environmental.
- ❖ Staff successfully passed DODD short course for Mosquito & Midge Control.

Goals and Objectives for 2019-20

- ❖ Continue to oversee Contract Management for Clarke Environmental.
- ❖ Continue to educate staff & public on new species of insects & applications.
- ❖ Fog for midges when the need arises.
- ❖ Assist Seminole County Mosquito Control with spraying Citywide if requested.

PUBLIC WORKS - HEALTH

Performance Measures

Activity	Actual 2016-2017	Actual 2017-2018	Expected 2018-2019	Proposed 2019-2020
Oversee Contract Management for Clarke Environmental	100%	100%	100%	100%

Public Health

Account	Description	2016 Actual	2017 Actual	2018 Actual	2019 Budget	2020 Final Budget
Personnel						
001-4041-562.12-00	Regular Salaries & Wages	-	277	-	-	-
001-4041-562.12-02	Regular Salaries - Additional Pays	-	-	-	5,704	5,704
001-4041-562.14-00	Overtime	67	86	141	-	-
001-4041-562.21-00	FICA/Medicare Taxes	5	28	10	424	424
001-4041-562.22-01	Retirement Contributions - FRS	5	27	11	462	486
001-4041-562.23-00	Medical Insurance	15	71	48	-	-
001-4041-562.23-02	Medical Insurance - Life & ST Disability	-	2	1	-	-
001-4041-562.24-00	Worker's Compensation	3	16	2	577	468
	Subtotal Personnel Services	95	507	214	7,167	7,082
Operating						
001-4041-562.34-00	Other Contractual Services	-	58,333	70,000	90,000	115,000
001-4041-562.40-00	Travel & Per Diem	45	64	-	1,276	1,200
001-4041-562.45-01	Insurance - Operating Liability	1,356	1,564	1,595	1,632	1,730
001-4041-562.45-02	Insurance - Auto Liability	275	253	297	133	169
001-4041-562.46-00	Repair & Maintenance Services	972	114	353	2,002	2,002
001-4041-562.51-00	Office Supplies	-	-	67	100	100
001-4041-562.52-00	Operating Supplies	46	4,699	-	5,199	6,500
001-4041-562.52-01	Operating Supplies - Gasoline/Diesel/Lubric	30	44	81	50	100
001-4041-562.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	-	610	-	610	600
	Subtotal Operating	2,724	65,681	72,393	101,002	127,401
Total Public Health \$		2,819 \$	66,188 \$	72,607 \$	108,169 \$	134,483

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	2017 Actual	2018 Actual	2019 Budget	2020 Budget
Salaries	\$ 303,317	\$ 340,860	\$ 345,952	\$ 346,969
Benefits	102,005	130,378	160,704	167,059
Operating	40,635	41,065	69,399	71,035
Supplies	15,018	17,827	21,545	22,746
Capital	-	-	-	-
Total	\$ 460,975	\$ 530,130	\$ 597,600	\$ 607,809

Funding Source				
General Fund	\$ 460,975	\$ 530,130	\$ 597,600	\$ 607,809
Total	\$ 460,975	\$ 530,130	\$ 597,600	\$ 607,809

Our Accomplishments in 2018-19

- ❖ Maintained 100% completion on scheduled preventative maintenance on all vehicles.
- ❖ Continued monthly comparison with in house vs. outsource savings.
- ❖ Maintained 100% accident/incident free record.
- ❖ Purchased smoke machine for emissions diagnosis.
- ❖ Installed new service body and supplied all the necessary tools for our road service truck.

Goals and Objectives for 2019-20

- ❖ Continue 100% completion on preventative maintenance schedule.
- ❖ Have the two new employees ASE Certified in as many categories as possible.
- ❖ Continue maintaining 100% accident /incident free record.
- ❖ Replace all service bay doors with high wind rated heavy doors.
- ❖ Continue monthly comparison with in-house vs. outsource savings.

- ❖ Install a canopy over the fuel island.

PUBLIC WORKS - FLEET				
Performance Measures				
Activity	Actual 2016-2017	Actual 2017-2018	Expected 2018-2019	Proposed 2019-2020
Number OF Mechanics FTE's	4	4	4	4
Mechanic Billable Hours	8,000	8,000	8,000	8,000
Work Days	200	200	200	200
#Pieces of Rolling Stock	571	571	573	580
#Pieces Non-Rolling Stock	45	45	41	42
#"Services" or Work Orders Completed	2,241	2,297	2,315	2,345
#Preventative Maintenance Services	774	793	795	800
#Repairs Other	1,467	1,504	1,508	1,520
Average Time to Complete Repairs (Hours)	1.53	1.40	1.40	1.40
Mechanic Productivity Rate	141	179	179	181
% Repairs Returned	0%	0%	0%	0%
Customer Satisfaction Rating	100%	100%	100%	100%
Hourly Labor Rate	17.00	17.00	17.00	18.50
Average Operating Cost per Work Order	26.00	24.00	24.00	24.00
Average Hourly Rate - Private Shops	100.00	100.00	100.00	120.00
Work Orders to Mechanic Ratio	141	179	179	180

Authorized Positions

Full Time Equivalents	Grade	Funded 2018	Funded 2019	+/-	Funded 2020	Authorized & Unfunded
Public Works - Fleet Maintenance						
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 Full Time Equivalents		8.00	8.00	-	8.00	1.00

Fleet Maintenance

Account	Description	2016 Actual	2017 Actual	2018 Actual	2019 Budget	2020 Final Budget
Personnel						
001-4042-539.12-00	Regular Salaries & Wages	323,761	300,846	338,256	341,280	343,919
001-4042-539.12-02	Regular Salaries - Additional Pays	658	960	1,680	2,346	2,346
001-4042-539.12-06	Reg Salaries - Opt Out Health Insurance	-	300	300	-	-
001-4042-539.14-00	Overtime	14	1,211	623	2,326	704
001-4042-539.21-00	FICA/Medicare Taxes	24,119	22,403	25,038	26,536	26,614
001-4042-539.22-01	Retirement Contributions - FRS	23,136	23,068	26,128	28,612	30,241
001-4042-539.23-00	Medical Insurance	56,213	50,000	71,976	92,583	99,332
001-4042-539.23-02	Medical Insurance - Life & ST Disability	1,778	1,624	1,921	1,715	1,726
001-4042-539.24-00	Worker's Compensation	5,163	4,910	5,315	11,258	9,146
001-4042-539.25-00	Unemployment Compensation	-	-	-	-	-
	Subtotal Personnel Services	434,842	405,322	471,238	506,656	514,028
Operating						
001-4042-539.34-00	Other Contractual Services	3,753	2,000	2,000	2,000	2,000
001-4042-539.41-00	Communications Services	1,576	2,015	2,251	2,652	1,833
001-4042-539.42-00	Postage & Transportation	-	-	-	-	10
001-4042-539.43-00	Utility Services	6,252	5,935	7,955	6,992	6,992
001-4042-539.44-00	Rentals & Leases	515	515	515	515	515
001-4042-539.45-01	Insurance - Operating Liability	4,119	4,265	1,819	6,366	6,494
001-4042-539.45-02	Insurance - Auto Liability	1,179	1,086	1,726	1,194	1,518
001-4042-539.46-00	Repair & Maintenance Services	27,829	17,617	20,445	27,370	28,020
001-4042-539.47-00	Printing & Binding	481	536	1,041	1,060	1,060
001-4042-539.49-00	Other Charges/Obligations	19,200	6,666	3,312	21,250	22,593
001-4042-539.51-00	Office Supplies	1,209	699	327	1,000	1,000
001-4042-539.52-00	Operating Supplies	7,830	6,122	8,673	9,200	9,200
001-4042-539.52-01	Operating Supplies - Gasoline/Diesel/Lubric	3,877	4,157	4,924	4,000	4,306
001-4042-539.52-05	Operating Supplies - Uniforms	2,537	2,246	1,853	2,600	2,600
001-4042-539.54-01	Books/Pubs/Subsc/Memb - Prof Dues	155	144	215	230	230
001-4042-539.54-02	Books/Pubs/Subsc/Memb - Conf/Seminar	254	150	336	515	1,410
001-4042-539.54-03	Books/Pubs/Subsc/Memb - Subscriptions	1,500	1,500	1,500	4,000	4,000
	Subtotal Operating	82,266	55,653	58,893	90,944	93,781
Total Fleet Maintenance		\$ 517,108	\$ 460,975	\$ 530,130	\$ 597,600	\$ 607,809

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. This division also provides custodial services as well as mail delivery and street lighting maintenance.

Summary

Expenditures	2017 Actual	2018 Actual	2019 Budget	2020 Budget
Salaries	\$ 355,843	\$ 368,769	\$ 392,311	\$ 387,020
Benefits	138,370	167,049	191,403	197,323
Operating	293,178	262,431	305,268	308,135
Supplies	41,307	35,581	46,915	49,390
Capital	-	-	-	-
Total	\$ 828,698	\$ 833,830	\$ 935,897	\$ 941,868

Funding Source				
General Fund	\$ 828,698	\$ 833,830	\$ 935,897	\$ 941,868
Total	\$ 828,698	\$ 833,830	\$ 935,897	\$ 941,868

Our Accomplishments in 2018-19

- ❖ Continued assisting in the upgrade of the City Street lights to LED.
- ❖ Assisted in the residing of the Mayfair Cart Barns and Maintenance Building,
- ❖ Assisted in the reroofing of the Mayfair storage building.
- ❖ Assisted in getting power for the 26th ST. gate.
- ❖ Assisted in installing new cameras at 26th St Gate.
- ❖ Replaced rusted Electric Box at the corner of Palmetto and 1st St.
- ❖ Assisted in replacing the Ceiling tiles in the Street/Stormwater locker room.

Goals and Objectives for 2019-20

- ❖ Complete 100% Work Order within (5) days.
- ❖ Upgrade Fleet Maintenance Restroom.
- ❖ Continue Street Lighting Upgrade to LED Program.
- ❖ Upgrade Miscellaneous Park Lighting.
- ❖ Replace Welcome Center Windows.

PUBLIC WORKS - FACILITIES MAINTENANCE				
Performance Measures				
Activity	Actual 2016-2017	Actual 2017-2018	Expected 2018-2019	Proposed 2019-2020
Total Square Footage Maintained	310,318	310,318	310,318	310,318
# Work Orders Completed	1,395	824	1,415	1,211
Total # Repairs	603	508	735	615
Total # Emergencies	425	104	829	286
Total # Other	360	212	342	304
% Non Emergency Work Orders Completed within (5) days of request	89%	100%	100%	100%
% Emergency Repairs Completed within 24 Hours	100%	100%	100%	100%
Cost per Work Order Completed.	134.75	140.71	140.71	155.00

Authorized Positions

Full Time Equivalents	Grade	Funded 2018	Funded 2019	+/-	Funded 2020	Authorized & Unfunded
Public Works - Facilities Maintenance						
Public Works 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 Full Time Equivalents		9.00	9.00	-	9.00	2.00

Facilities Maintenance

Account	Description	2016 Actual	2017 Actual	2018 Actual	2019 Budget	2020 Final Budget
Personnel						
001-4046-539.12-00	Regular Salaries & Wages	343,871	348,671	365,245	373,080	383,012
001-4046-539.12-06	Reg Salaries - Opt Out Health Insurance	-	-	-	-	-
001-4046-539.14-00	Overtime	4,687	7,172	3,524	19,231	4,008
001-4046-539.21-00	FICA/Medicare Taxes	25,841	26,369	26,821	30,088	29,685
001-4046-539.22-01	Retirement Contributions - FRS	25,964	31,867	35,067	38,544	40,564
001-4046-539.23-00	Medical Insurance	63,506	70,353	94,838	104,156	111,748
001-4046-539.23-02	Medical Insurance - Life & ST Disability	1,834	2,187	2,283	1,860	1,912
001-4046-539.24-00	Worker's Compensation	7,283	7,594	8,040	16,755	13,414
	Subtotal Personnel Services	472,986	494,213	535,818	583,714	584,343
Operating						
001-4046-539.31-00	Professional Services	-	-	-	-	-
001-4046-539.34-00	Other Contractual Services	5,330	4,678	16,004	16,672	16,672
001-4046-539.41-00	Communications Services	5,022	4,976	4,823	5,918	5,294
001-4046-539.42-00	Postage & Transportation	-	-	-	25	25
001-4046-539.43-00	Utility Services	140,283	129,477	123,039	135,698	137,042
001-4046-539.44-00	Rentals & Leases	634	24,156	603	1,515	1,515
001-4046-539.45-01	Insurance - Operating Liability	14,913	24,444	18,468	20,935	21,872
001-4046-539.45-02	Insurance - Auto Liability	4,117	4,134	5,038	2,249	2,694
001-4046-539.46-00	Repair & Maintenance Services	60,266	92,301	85,484	92,590	93,355
001-4046-539.47-00	Printing & Binding	258	237	258	316	316
001-4046-539.48-00	Promotional Activities	14,746	8,154	7,989	29,000	29,000
001-4046-539.49-00	Other Charges/Obligations	104	621	724	350	350
001-4046-539.51-00	Office Supplies	513	360	334	500	500
001-4046-539.52-00	Operating Supplies	55,403	27,382	22,466	31,150	31,150
001-4046-539.52-01	Operating Supplies - Gasoline/Diesel/Lubric	9,108	11,833	11,189	11,100	13,061
001-4046-539.52-05	Operating Supplies - Uniforms	1,580	1,485	1,591	2,925	2,925
001-4046-539.54-01	Books/Pubs/Subsc/Memb - Prof Dues	-	247	-	150	604
001-4046-539.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	-	-	-	1,090	1,150
	Subtotal Operating	312,277	334,485	298,012	352,183	357,525
Total Facilities Maintenance		\$ 785,263	\$ 828,698	\$ 833,830	\$ 935,897	\$ 941,868

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	2017 Actual	2018 Actual	2019 Budget	2020 Budget
Salaries	\$ 524,522	\$ 550,757	\$ 551,577	\$ 597,603
Benefits	197,137	243,970	294,800	310,828
Operating	552,965	638,791	251,839	267,874
Supplies	63,748	77,471	86,460	92,433
Capital	-	-	-	-
Total	\$ 1,338,372	\$ 1,510,988	\$ 1,184,676	\$ 1,268,738

Funding Source				
General Fund	\$ 1,338,372	\$ 1,510,988	\$ 1,184,676	\$ 1,268,738
Total	\$ 1,338,372	\$ 1,510,988	\$ 1,184,676	\$ 1,268,738

Our Accomplishments in 2018-19

- ❖ Assisted in Traffic Control/Road Closures throughout the year at several Special Events.
- ❖ Continued updating street id's - Citywide.
- ❖ Removed several dead, diseased and fallen trees - Citywide.
- ❖ Completed section of Alley Rehab project - Citywide.
- ❖ Assisted Utilities in Asphalt patching.
- ❖ Completed over 800 work orders.

Goals and Objectives for 2019-20

- ❖ Continue Alley Rehab Project.
- ❖ Continue 24hour response to pothole complaints & trip hazards.
- ❖ Continue ROW mowing & Tree Maintenance Citywide.

- ❖ Provide Traffic Control Assistance for Police & Fire Department & for Special Events throughout the City.
- ❖ Provide Intermediate Maintenance of Traffic Training/Certification for all City Field Personnel.
- ❖ Continue to provide 24-hour On-Call Assistance 365days a year.

PUBLIC WORKS - STREETS				
Performance Measures				
Activity	Actual 2016-2017	Actual 2017-2018	Expected 2018-2019	Proposed 2019-2020
Total Work Orders	2,439	2,847	2,571	2,648
PotRepair	44	46	27	39
Asphalt Repair	46	64	58	56
Concrete Work	34	35	29	33
Grading	10	12	12	11
Brick Repair/Replace	24	27	30	27
Tractor Machine Mow Lots & ROW's	136	69	120	108
Tree Work	253	279	325	286
Alley Maintenance	51	56	39	49
Sign Maintenance	1,297	1,259	1,073	1,210
% of Non-Emergency Work Orders Completed within (5) Days of Request	90%	100%	100%	100%
% of Emergency Repairs Completed within (24) Hours	100%	100%	100%	100%
Cost per Work Order Completed	\$172.61	\$147.87	\$235.00	\$192.00

Authorized Positions

Full Time Equivalents	Grade	Funded 2018	Funded 2019	+/-	Funded 2020	Authorized & Unfunded
Public Works - Streets						
Project Manager**	423	-	0.05	-	0.05	1.00
Streets Superintendent	421	1.00	1.00	-	1.00	-
Senior Public Works Inspector **	418	0.80	0.80	0.40	1.20	-
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 Full Time Equivalents		13.30	13.35	0.40	13.75	4.00

**Split between funds or departments/divisions

Streets						
Account	Description	2016 Actual	2017 Actual	2018 Actual	2019 Budget	2020 Final Budget
Personnel						
001-4047-541.12-00	Regular Salaries & Wages	489,837	490,975	524,322	528,856	566,596
001-4047-541.12-06	Reg Salaries - Opt Out Health Insurance	698	1,333	608	470	704
001-4047-541.14-00	Overtime	13,106	32,214	25,828	22,251	30,303
001-4047-541.21-00	FICA/Medicare Taxes	36,973	39,030	39,668	42,304	45,832
001-4047-541.22-01	Retirement Contributions - FRS	35,363	40,616	48,604	47,845	54,246
001-4047-541.23-00	Medical Insurance	92,505	93,430	129,895	149,868	163,276
001-4047-541.23-02	Medical Insurance - Life & ST Disability	2,685	3,000	3,356	2,646	2,833
001-4047-541.24-00	Worker's Compensation	20,272	21,061	22,447	52,137	44,641
	Subtotal Personnel Services	691,439	721,659	794,727	846,377	908,431
Operating						
001-4047-541.31-00	Professional Services	-	37	-	-	-
001-4047-541.34-00	Other Contractual Services	93,330	414,866	531,229	94,988	94,988
001-4047-541.40-00	Travel & Per Diem	-	-	-	70	70
001-4047-541.41-00	Communications Services	2,274	3,023	3,603	3,178	4,906
001-4047-541.42-00	Postage & Transportation	-	-	7	-	50
001-4047-541.43-00	Utility Services	8,228	6,602	7,018	8,727	8,727
001-4047-541.44-00	Rentals & Leases	1,792	2,992	587	2,615	2,615
001-4047-541.45-01	Insurance - Operating Liability	28,433	35,939	39,380	44,565	92,204
001-4047-541.45-02	Insurance - Auto Liability	8,824	10,816	11,933	5,619	8,362
001-4047-541.46-00	Repair & Maintenance Services	89,622	76,690	43,181	89,750	53,600
001-4047-541.47-00	Printing & Binding	220	524	411	340	365
001-4047-541.49-00	Other Charges/Obligations	1,316	1,476	1,441	1,987	1,987
001-4047-541.51-00	Office Supplies	528	271	298	800	800
001-4047-541.52-00	Operating Supplies	7,046	7,179	10,278	11,495	11,500
001-4047-541.52-01	Operating Supplies - Gasoline/Diesel/Lubric	27,459	31,290	39,278	33,000	39,214
001-4047-541.52-05	Operating Supplies - Uniforms	3,355	3,331	3,682	4,550	4,550
001-4047-541.53-00	Road Materials & Supplies	23,923	19,562	21,887	31,575	31,575
001-4047-541.54-01	Books/Pubs/Subsc/Memb - Prof Dues	695	288	495	840	904
001-4047-541.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	1,005	1,827	1,553	4,200	3,890
001-4047-541.54-03	Books/Pubs/Subsc/Memb - Subscriptions	-	-	-	-	-
	Subtotal Operating	298,050	616,713	716,261	338,299	360,307
Total Streets		\$ 989,489	\$ 1,338,372	\$ 1,510,988	\$ 1,184,676	\$ 1,268,738

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	2017 Actual	2018 Actual	2019 Budget	2020 Budget
Operating	1,026,492	1,661,405	997,747	615,000
Supplies	81,502	56,353	142,749	106,377
Capital	620,356	(536,124)	4,470	494,987
Other	-	-	-	52,144
Total	\$ 1,728,350	\$ 1,181,634	\$ 1,144,965	\$ 1,268,508

Funding Source				
Local Option Gas T	\$ 1,728,350	\$ 1,181,634	\$ 1,144,965	\$ 1,268,508
Total	\$ 1,728,350	\$ 1,181,634	\$ 1,144,965	\$ 1,268,508

This fund includes utilities for street lights (\$403,000), CSX transportation (\$10,000), traffic agreement with Seminole County (\$150,000), and funding for asphalt rehabilitation (\$494,987). The detailed budget for this program is located in the Special Revenue Fund section of this budget document.

PUBLIC WORKS SOLID WASTE



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	2017 Actual	2018 Actual	2019 Budget	2020 Budget
Salaries	\$ 190,759	\$ 229,456	\$ 234,205	\$ 116,273
Benefits	64,860	84,770	95,565	49,066
Operating	10,915,055	11,335,441	11,451,330	6,157,250
Supplies	26,367	36,658	144,315	95,821
Capital	-	-	32,000	-
Other	527,429	371,526	186,410	-
Additions to Reser ⁿ	-	-	246,481	-
Total	\$ 11,724,470	\$ 12,057,851	\$ 12,390,306	\$ 6,418,410
Funding Source				
Solid Waste Fund	\$ 11,724,470	\$ 12,057,851	\$ 12,390,306	\$ 6,418,410
Total	\$ 11,724,470	\$ 12,057,851	\$ 12,390,306	\$ 6,418,410

Our Accomplishments in 2018-19

- ❖ Collected 16,899 tons of Residential Solid Waste from approximately 13,541 residents.
- ❖ Collected 1,105 tons of Residential Recycle from approximately 13,541 residents.
- ❖ Collected 2,571 tons of Residential Yard Waste from approximately 13,541 residents.
- ❖ Collected 214 tons of Residential Community Clean Up from approximately 13,541 residents.
- ❖ Collected 35,788 tons of debris from residential and commercial roll off containers.
- ❖ Collected 25,561 tons of debris from commercial front load containers.

Goals and Objectives for 2019-20

- ❖ Collect 16,899 tons of Residential Solid Waste from approximately 13,541 residents.
- ❖ Collect 1,105 tons of Residential Recycle from approximately 13,541 residents.
- ❖ Collect 2,571 tons of Residential Yard Waste from approximately 13,541 residents.
- ❖ Collect 214 tons of Residential Community Clean Up from approximately 13,541 residents.
- ❖ Collect 35,788 tons of debris from residential and commercial roll off containers.
- ❖ Collect 25,561 tons of debris from commercial front load containers.

PUBLIC WORKS - SOLID WASTE				
Performance Measures				
Activity	Actual 2016-2017	Actual 2017-2018	Expected 2018-2019	Proposed 2019-2020
Payment to Solid Waste Contractor (Residential Only)	4,959,187	5,587,053	5,490,158	5,938,117
Monthly Service Charge for Solid Waste	18	19	19	19
# Tons of Waste Collected	16,706	17,238	17,238	18,251
# Tons of Recycled Waste Collected	1,184	1,191	1,191	1,243
# Tons of Yard Waste Collected	3,263	3,338	3,338	3,370
# Residential Customers Served	13,298	13,583	13,583	13,887
# Service Complaints	598	672	672	842
% "On Time" Collection Rate	99%	99%	99%	94%
Complaints per 1,000 Customers	12%	1%	6%	6%
Cost for Ton for Disposal	33	33	33	39
\$ Value of Recyclables diverted from Landfill	35,736	35,993	35,736	44,775
Revenue Received from Recycled Materials	12,871	69,256	71,333	73,473

Authorized Positions

Full Time Equivalents	Grade	Funded 2018	Funded 2019	+/-	Funded 2020	Authorized & Unfunded
Public Works - Solid Waste						
Public Works Director **	433	0.10	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 Full Time Equivalents		2.10	2.10	-	2.10	-

**Split between funds or departments/divisions

Solid Waste as a percentage of Enterprise Funds



Solid Waste Revenues and Expenses	2016 Actual	2017 Actual	2018 Actual	2019 Budget	2020 Final Budget
Operating Revenues					
Charges for Services	\$ 5,520,377	\$ 5,703,968	\$ 6,083,383	\$ 6,237,044	\$ 6,341,618
Other	3,781	(328)	2,109	-	-
Total operating revenue	5,524,158	5,703,640	6,085,492	6,237,044	6,341,618
Operating Expenses					
Personnel Services	111,771	143,848	170,378	159,392	165,339
Materials/Other Services	5,366,159	5,576,741	5,798,885	5,799,171	6,253,071
Total operating expenses	5,477,930	5,720,589	5,969,262	5,958,563	6,418,410
Operating Income	46,228	(16,948)	116,230	278,481	(76,792)
Non-Operating Revenue/(Expense)					
Capital Expenses	-	-	-	(32,000)	-
Total Non-Operating	-	-	-	(32,000)	-
Income Before Transfers and Contributions					
	46,228	(16,948)	116,230	246,481	(76,792)
Transfers In	-	-	-	-	-
Transfers Out	(341,951)	(184,000)	(184,000)	-	-
Net Change in Assets	(295,723)	(200,948)	(67,770)	246,481	(76,792)
Net Assets - Beginning*	627,677	331,954	131,005	63,235	309,716
Net Assets - Ending*	\$ 331,954	\$ 131,005	\$ 63,235	\$ 309,716	\$ 232,924

*Includes Restricted Assets.

Solid Waste							
Account	Description	2016 Actual	2017 Actual	2018 Actual	2019	Budget	2020 Final Budget
Revenues							
401-0000-343.40-01	Service Charges - Residential	2,483,439	2,474,376	2,721,063		2,880,000	2,887,919
401-0000-343.40-02	Service Charges - Commercial	2,447,236	2,607,885	2,736,367		2,750,000	2,921,125
401-0000-343.41-01	Recycling Income - Residential	12,367	1,121	798		1,000	597
401-0000-343.41-04	Recycling Income - Commercial	113,215	121,369	123,135		124,592	120,577
401-0000-343.90-00	Physical Env - Other Charges	3,328	2,736	3,785		4,725	5,934
401-0000-349.10-00	Handling Fee	290,549	298,455	320,136		300,886	274,094
401-0000-361.10-00	Interest	1,459	2,509	2,614		-	-
401-0000-361.30-00	Interest - Unrealized	637	(2,212)	(413)		-	-
401-0000-361.40-00	Interest - Realized	(689)	(626)	(92)		-	-
401-0000-369.30-00	Refund for Prior Year Expense	2,298	-	-		-	-
401-0000-369.41-00	Reimbursement of Claims	76	-	-		-	-
401-0000-369.92-10	Admin Share	170,244	198,025	178,099		175,841	131,372
401-0000-389.99-00	Use of Net Assets	-	-	-		-	76,792
Total Solid Waste Revenues		\$ 5,524,158	\$ 5,703,640	\$ 6,085,493	\$	6,237,044	\$ 6,418,410
Expenses							
401-4002-534.12-00	Regular Salaries & Wages	80,700	104,100	116,860		106,462	109,656
401-4002-534.12-02	Regular Salaries - Additional Pays	606	1,573	1,646		6,497	6,497
401-4002-534.12-06	Reg Salaries - Opt Out Health Insurance	-	550	1,500		120	120
401-4002-534.12-10	Regular Salaries & Wages - OPEB	1,123	2,108	1,120		-	-
401-4002-534.21-00	FICA/Medicare Taxes	6,208	7,625	8,998		8,674	8,919
401-4002-534.22-01	Retirement Contributions - FRS	5,936	10,255	14,801		11,526	12,603
401-4002-534.23-00	Medical Insurance	13,272	11,288	10,612		23,679	25,405
401-4002-534.23-02	Medical Insurance - Life & ST Disability	424	581	743		556	573
401-4002-534.24-00	Worker's Compensation	760	832	889		1,878	1,566
401-4002-534.27-00	Pension GASB 68	2,742	4,937	13,209		-	-
401-4002-534.31-00	Professional Services	-	1,744	1,318		3,000	3,000
401-4002-534.34-01	Private Hauler	5,144,327	5,339,842	5,587,053		5,490,158	5,938,117
401-4002-534.34-07	Utilities and Facilities - GF	-	-	-		1,857	1,161
401-4002-534.34-08	Computer Services - GF	3,315	3,841	7,207		5,920	6,223
401-4002-534.34-09	Engineering - GF	-	-	-		852	60
401-4002-534.34-10	Personnel Services - GF	1,859	1,555	1,835		2,041	2,120
401-4002-534.34-11	Finance/Administration - GF	204,139	211,270	178,087		171,096	204,646
401-4002-534.34-12	Fleet - GF	817	839	851		56	1,923
401-4002-534.40-00	Travel & Per Diem	-	-	1,540		1,457	2,292
401-4002-534.41-00	Communications Services	646	944	1,159		880	1,317
401-4002-534.42-00	Postage & Transportation	38	40	12		50	50
401-4002-534.44-00	Rentals & Leases	1,036	1,036	1,036		1,036	1,036
401-4002-534.45-01	Insurance - Operating Liability	183	325	459		360	482
401-4002-534.45-02	Insurance - Auto Liability	328	328	382		170	481
401-4002-534.46-00	Repair & Maintenance Services	818	6,897	542		29,000	29,000
401-4002-534.47-00	Printing & Binding	2,163	1,300	767		4,588	4,588
401-4002-534.48-00	Promotional Activities	-	2,228	3,285		6,000	6,000
401-4002-534.49-00	Other Charges/Obligations	1,211	792	6,444		2,600	2,450
401-4002-534.51-00	Office Supplies	686	59	163		1,200	1,200
401-4002-534.52-00	Operating Supplies	1,485	820	647		70,000	40,000
401-4002-534.52-01	Operating Supplies	667	640	684		1,000	1,000
401-4002-534.52-05	Operating Supplies	372	118	194		525	525
401-4002-534.54-01	Books/Pubs/Subscrs/Membs	200	212	267		225	225
401-4002-534.54-02	Books/Pubs/Subscrs/Membs	-	794	1,100		5,100	5,175
401-4002-534.64-00	Machinery & Equipment	-	-	-		32,000	-
401-4002-534.72-40	Debt Service - Interest	362	1,116	978		-	-
401-7979-581.91-01	Transfers	157,951	-	-		-	-
401-7979-581.91-22	Transfers	184,000	184,000	184,000		-	-
401-7979-590.99-90	Addition to Reserves	-	-	-		246,481	-
Total Solid Waste Expenses		\$ 5,819,881	\$ 5,904,589	\$ 6,153,262	\$	6,237,044	\$ 6,418,410

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.

Summary

Expenditures	2017 Actual	2018 Actual	2019 Budget	2020 Budget
Salaries	\$ 702,917	\$ 675,975	\$ 760,118	\$ 739,211
Benefits	281,029	357,717	383,170	398,551
Operating	658,519	720,879	820,599	811,396
Supplies	118,039	108,546	170,693	198,690
Capital	-	-	916,000	10,435,000
Other	856,133	876,009	701,812	871,705
Additions to Reser ⁿ	-	-	1,771,608	-
Total	\$ 2,616,638	\$ 2,739,126	\$ 5,524,000	\$ 13,454,553

Funding Source				
Stormwater Fund	\$ 2,616,638	\$ 2,739,126	\$ 5,524,000	\$ 13,454,553
Total	\$ 2,616,638	\$ 2,739,126	\$ 5,524,000	\$ 13,454,553

Storm Water as a percentage of Enterprise Funds



Stormwater Revenues and Expenses	2016 Actual	2017 Actual	2018 Actual	2019 Budget	2020 Final Budget
Operating Revenues					
Charges for Services	\$ 5,003,504	\$ 5,345,240	\$ 5,697,075	\$ 5,400,000	\$ 5,815,240
Other	17,700	6,511	9	-	-
Total operating revenue	<u>5,021,204</u>	<u>5,351,752</u>	<u>5,697,084</u>	<u>5,400,000</u>	<u>5,815,240</u>
Operating Expenses					
Personnel Services	1,032,648	983,946	1,033,691	1,143,288	1,137,762
Materials/Other Services	714,157	776,559	829,425	991,292	1,011,586
Depreciation	708,494	700,809	735,980	-	-
Total operating expenses	<u>2,455,299</u>	<u>2,461,314</u>	<u>2,599,096</u>	<u>2,134,580</u>	<u>2,149,348</u>
Operating Income	<u>2,565,905</u>	<u>2,890,438</u>	<u>3,097,987</u>	<u>3,265,420</u>	<u>3,665,892</u>
Non-Operating Revenue/(Expense)					
Interest income	113,474	101,284	153,251	120,000	225,000
Intergovernmental	4,189	4,542	3,638	4,000	4,000
Interest expense	(148,494)	(155,325)	(140,029)	(143,687)	(175,220)
Capital Expenses	-	-	-	(916,000)	(10,435,000)
Debt Costs	-	-	-	(558,125)	(696,485)
Revenues/(Expenses)	<u>(30,832)</u>	<u>(49,499)</u>	<u>16,858</u>	<u>(1,493,812)</u>	<u>(11,077,705)</u>
Income Before Transfers and Contributions	<u>2,535,074</u>	<u>2,840,939</u>	<u>3,114,846</u>	<u>1,771,608</u>	<u>(7,411,813)</u>
Transfers In/(Out)	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Change in Net Assets	<u>2,535,074</u>	<u>2,840,939</u>	<u>3,114,846</u>	<u>1,771,608</u>	<u>(7,411,813)</u>
Net Assets - Beginning*	<u>24,260,431</u>	<u>26,795,505</u>	<u>29,636,444</u>	<u>32,751,290</u>	<u>34,522,898</u>
Net Assets - Ending*	<u>\$ 26,795,505</u>	<u>\$ 29,636,444</u>	<u>\$ 32,751,290</u>	<u>\$ 34,522,898</u>	<u>\$ 27,111,086</u>

*Includes restricted assets.

Our Accomplishments in 2018-19

- ❖ Repaired erosion along all of our ditches from Hurricane Irma; over 15 locations repaired to date.
- ❖ Bristol Forest Trail in the Preserves - A resident complained about a small amount of water standing in the curb that would evaporate after a few days. We replaced 200' of curb to help correct the problem.
- ❖ Cleaned Pinehurst Pond - This pond was very overgrown and needed to have all the vegetation cleaned out to work properly.
- ❖ Piped 600 feet of ditch and added inlets behind the baseball stadium along the back bus drive for Hamilton Elementary. This ditch was unsightly and difficult to maintain.
- ❖ Piped 400' of ditch and added inlets at school board property by stadium.
- ❖ Installed an inlet in the alley between 12th and 13th Park and Magnolia, as alley was flooding.
- ❖ Added an inlet and re-graded swale on the east side of Chase Park water was running off the ballfield onto a resident's backyard and flooding them.
- ❖ Hurricane Irma clean up.
- ❖ Re-graded 6000' along the sea wall from the Hospital to the Bar outback due to Hurricane Irma.

Goals and Objectives for 2019-20

- ❖ Re-build headwall's along the McCracken ditch - this will help with erosion control along the ditch.
- ❖ Site 10 has many areas that are washed out and need to be repaired
- ❖ Add inlets and upsize 600' of pipe on 18th street at Chase Ave. The pipe in this area has been repaired many times and inlets are needed in this area to prevent localized flooding
- ❖ Flooding and debris are flowing on to 15th street from the swale work that was done for the garden flooding. Need to build a retention area to prevent any further erosion or flooding.
- ❖ Rebuild inlets and lay 100' of pipe at Montezuma and Elliot streets. Inlets are failing causing the road to have depressions.

- ❖ Enlarge inlet and add a flume at the end of Virginia ave. to help with localized flooding and erosion.
- ❖ One or two point repairs on a regular basis.
- ❖ Repair erosion along Cloud Branch Creek at 16th street. Water is running off the church property causing erosion at the creek. This will involve many truckloads of fill and grading.
- ❖ At the end of Drew Ave. in Washington Oaks on the Cedar Creek side, we have to re-grade a swale and possibly add an inlet.
- ❖ Numerous swales that need to be re-graded as they are all holding water.

PUBLIC WORKS - STORMWATER				
Performance Measures				
Activity	Actual 2016-2017	Actual 2017-2018	Expected 2018-2019	Proposed 2019-2020
Linear feet of Stormwater Lines	562,636	562,636	562,636	562,636
# Lane Miles	320	320	320	320
# of Miles of Roads Swept	8,790	6,094	6,800	6,800
Linear Feet of Stormwater Lines Cleaned	122,315	54,013	100,000	100,000
% 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	21%	26%	25%	25%
Cost per Lane Mile Swept	\$17.00	\$17.00	\$17.00	\$17.00

Authorized Positions

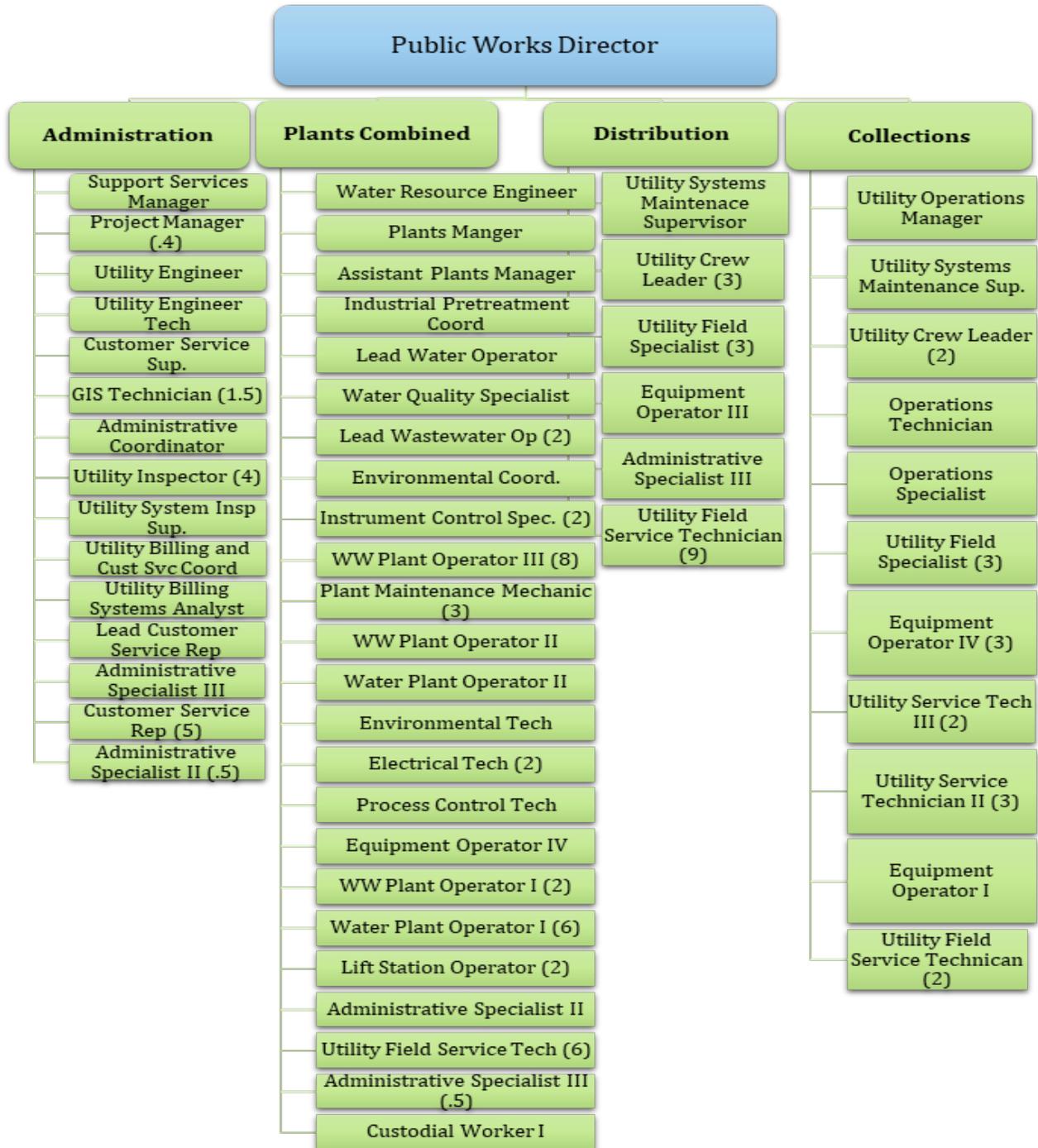
Full Time Equivalents	Grade	Funded 2018	Funded 2019	+/-	Funded 2020	Authorized & Unfunded
Public Works - Stormwater						
Public Works Director **	433	0.10	0.10	-	0.10	-
City Engineer **		-	-	-	-	0.50
Project Manager **	423	0.15	0.40	-	0.40	-
Streets/Stormwater Superintendent	421	1.00	1.00	-	1.00	-
Senior Public Works Inspector **	418	1.20	1.20	(0.40)	0.80	-
Crew Leader	414	3.00	3.00	-	3.00	-
Equipment Operator IV	312	3.00	3.00	-	3.00	-
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 Full Time Equivalents		18.95	19.20	(0.40)	18.80	1.50

**Split between funds or departments/divisions

Stormwater						
Account	Description	2016 Actual	2017 Actual	2018 Actual	2019 Budget	2020 Final Budget
Revenues						
402-0000-335.49-01	Other - Fuel Tax	4,189	4,542	3,638	4,000	4,000
402-0000-343.93-01	Fees - Stormwater	5,003,504	5,345,240	5,643,668	5,400,000	5,815,240
402-0000-331.80-08	FEMA-Grant	-	-	53,407	-	-
402-0000-361.10-00	Interest	133,239	136,317	226,504	120,000	225,000
402-0000-361.30-00	Interest - Unrealized	(8,697)	(9,601)	(51,397)	-	-
402-0000-361.40-00	Interest - Realized	(11,068)	(25,432)	(21,857)	-	-
402-0000-364.41-00	Disposition of Assets	3,747	6,470	-	-	-
402-0000-369.41-00	Reimb of Claims & Expense	-	41	9	-	-
402-0000-389.40-05	Grants & Donations	13,953	-	-	-	-
402-0000-389.98-00	Use of Net Assets	-	-	-	-	7,411,813
Total Stormwater Revenues		\$ 5,138,867	\$ 5,457,577	\$ 5,853,972	\$ 5,524,000	\$ 13,456,053

Account	Description	2016 Actual	2017 Actual	2018 Actual	2019 Budget	2020 Final Budget
Expenses						
402-4045-541.12-00	Regular Salaries & Wages	677,792	663,811	644,997	738,018	718,031
402-4045-541.12-02	Regular Salaries - Additional Pays	291	2,233	4,786	60	580
402-4045-541.12-06	Reg Salaries - Opt Out Health Insurance	1,066	1,830	1,580	2,040	600
402-4045-541.12-10	Regular Salaries & Wages - OPEB	10,639	20,394	10,103	-	-
402-4045-541.14-00	Overtime	960	14,650	14,509	20,000	20,000
402-4045-541.21-00	FICA/Medicare Taxes	49,559	49,708	48,280	58,300	56,696
402-4045-541.22-01	Retirement Contributions - FRS	56,161	59,695	60,833	67,793	70,091
402-4045-541.23-00	Medical Insurance	131,743	120,644	172,901	207,186	232,451
402-4045-541.23-02	Medical Insurance - Life & ST Disability	3,705	3,953	4,248	3,729	3,626
402-4045-541.24-00	Worker's Compensation	18,378	18,290	17,163	46,162	35,687
402-4045-541.27-00	Pension GASB 68	82,354	28,739	54,291	-	-
402-4045-541.31-00	Professional Services	9,716	6,923	271	7,000	7,000
402-4045-541.34-00	Other Contractual Services	24,142	14,625	22,348	60,925	60,925
402-4045-541.34-07	Utilities - GF	-	-	-	4,183	3,592
402-4045-541.34-08	Computer Services - GF	36,010	36,010	51,172	54,126	56,894
402-4045-541.34-09	Engineering Services - GF	13,549	13,549	5,597	17,300	18,779
402-4045-541.34-10	Personnel Services - GF	14,582	14,582	17,756	18,658	19,381
402-4045-541.34-11	Finance/Administration - GF	124,281	124,281	118,275	106,022	99,518
402-4045-541.34-12	Fleet - GF	57,298	57,298	67,389	70,577	73,981
402-4045-541.40-00	Travel & Per Diem	965	240	1,638	1,060	2,260
402-4045-541.41-00	Communications Services	2,118	3,223	4,953	3,365	3,254
402-4045-541.42-00	Postage & Transportation	56	23	-	500	500
402-4045-541.43-00	Utility Services	13,682	13,985	12,213	15,500	15,500
402-4045-541.44-00	Rentals & Leases	1,753	17,796	4,553	10,515	10,515
402-4045-541.45-01	Insurance - Operating Liability	76,045	76,045	125,085	96,289	102,835
402-4045-541.45-02	Insurance - Auto Liability	25,872	25,872	93,061	14,117	18,500
402-4045-541.46-00	Repair & Maintenance Services	164,831	229,399	172,410	313,660	288,660
402-4045-541.47-00	Printing & Binding	530	482	258	802	802
402-4045-541.48-00	Promotional Activities	-	-	639	-	-
402-4045-541.49-00	Other Charges/Obligations	19,625	24,186	23,261	26,000	28,500
402-4045-541.51-00	Office Supplies	185	301	303	1,000	1,000
402-4045-541.52-00	Operating Supplies	13,795	12,507	9,058	22,200	22,200
402-4045-541.52-01	Operating Supplies	48,032	52,495	56,372	51,000	70,824
402-4045-541.52-05	Operating Supplies	4,927	4,902	4,523	6,825	6,825
402-4045-541.53-00	Road Materials & Supplies	55,939	42,739	29,579	80,000	80,000
402-4045-541.54-01	Books/Pubs/Subscrs/Membs	420	610	490	720	820
402-4045-541.54-02	Books/Pubs/Subscrs/Membs	5,726	4,486	6,775	8,948	17,021
402-4045-541.54-03	Books/Pubs/Subscrs/Membs	78	-	-	-	-
402-4045-541.54-04	Books/Pubs/Subscrs/Membs	-	-	1,445	-	1,500
402-4045-541.61-00	Land Acquisitions	-	96,845	-	-	-
402-4045-541.63-00	Improve Other Than Bldg	330,831	3,300,580	2,601,242	850,000	10,350,000
402-4045-541.64-00	Machinery & Equipment	334,847	133,721	59,271	66,000	85,000
402-7979-541.69-99	Fixed Assets - Capitalized	(665,678)	(3,531,146)	(2,660,512)	-	-
402-4045-541.71-21	Debt Service - Principal	-	-	-	240,223	246,827
402-4045-541.71-22	Debt Service - Principal	-	-	-	121,770	125,203
402-4045-541.71-23	Debt Service - Principal	-	-	-	21,077	21,560
402-4045-541.71-24	Debt Service - Principal	-	-	-	17,654	18,089
402-4045-541.71-25	Debt Service - Principal	-	-	-	157,401	284,806
402-4045-541.72-21	Debt Service - Interest	81,845	75,728	69,440	64,354	57,750
402-4045-541.72-22	Debt Service - Interest	57,714	54,515	51,225	49,413	45,980
402-4045-541.72-23	Debt Service - Interest	8,318	7,863	7,398	7,064	6,581
402-4045-541.72-24	Debt Service - Interest	617	17,219	11,965	10,366	9,932
402-4045-541.72-25	Debt Service - Interest	-	-	-	12,490	54,977
402-7979-541.59-99	Non Classified Expense	708,494	700,809	735,980	-	-
402-7979-590.99-90	Addition to Reserves	-	-	-	1,771,608	-
Total Stormwater Expenses		\$ 2,603,793	\$ 2,616,638	\$ 2,739,126	\$ 5,524,000	\$ 13,456,053

PUBLIC WORKS WATER & SEWER DEPARTMENT



Water and Wastewater 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.

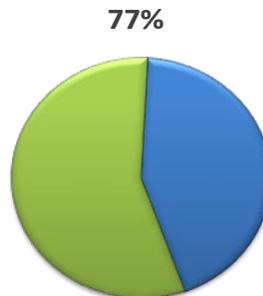
Role of Water and Wastewater Department

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 2020 final budget anticipates a 2% CPI rate increase to water and wastewater, effective October 1, 2019.

Summary

Expenditures	2017 Actual	2018 Actual	2019 Budget	2020 Budget
Salaries	\$ 4,461,664	\$ 4,461,664	\$ 4,461,664	\$ 5,348,871
Benefits	1,817,207	1,568,359	1,967,499	2,235,446
Operating	5,611,340	5,611,340	5,611,340	5,323,060
Supplies	820,710	820,710	820,710	1,548,994
Other	-	-	-	-
Capital Projects	549,470	549,470	549,470	10,431,000
Non Departmental	7,601,618	7,601,618	7,601,618	10,535,504
Total	\$ 20,862,009	\$ 20,613,161	\$ 21,012,301	\$ 35,422,875

Water and Wastewater Department as a percentage of Enterprise Fund



Water/Wastewater						
Account	Description	2016 Actual	2017 Actual	2018 Actual	2019 Budget	2020 Final Budget
Revenues						
451-0000-331.80-08	FEMA Reimbursements	-	-	316,663	-	-
451-0000-334.32-30	Grant - FDEP Water Quality	-	18,134	-	-	-
451-0000-334.80-01	FEMA State Reimbursements	-	-	52,777	-	-
451-0000-335.49-01	Fuel Tax Refund	9,133	9,667	9,842	9,000	9,000
451-0000-341.90-03	Tax Collection Commission	197	201	215	200	178
451-0000-341.90-04	Utilities Plan Reviews	-	-	1,500	-	-
451-0000-343.60-61	Sewer Charges	9,577,682	10,217,504	9,387,250	10,293,243	10,729,693
451-0000-343.60-62	Sewer Base	3,616,671	3,660,826	3,732,267	4,118,151	4,059,724
451-0000-343.60-63	Water Metered	5,513,217	6,075,411	4,940,597	6,080,000	5,831,939
451-0000-343.60-64	Water Base	2,497,142	2,528,996	2,575,116	2,838,230	2,798,595
451-0000-343.60-65	Reclaimed Water Flow	1,142,657	1,685,380	1,283,746	1,700,000	1,279,740
451-0000-343.60-66	Reclaimed Water Base	311,419	327,533	342,947	366,809	392,906
451-0000-343.65-02	Hydrant Rental Other	19,826	10,597	15,778	21,864	17,113
451-0000-343.66-00	Sewer Service Fee	5,025	10,400	31,249	5,000	48,536
451-0000-343.66-10	Interceptor Services	104,691	327,776	192,302	-	-
451-0000-343.66-12	Permitting Fees	35,550	30,533	40,325	-	-
451-0000-343.66-14	Test and Analysis Fees	10,994	24,499	19,952	-	-
451-0000-343.66-16	Violations and Penalties	4,579	8,236	10,232	-	-
451-0000-343.67-00	Water Service Charges	356,499	308,194	473,129	360,000	436,272
451-0000-343.68-00	Reclaimed Water Services	23,800	27,667	154,708	30,000	147,322
451-0000-361.10-00	Interest	285,900	268,026	232,187	100,000	234,240
451-0000-361.30-00	Interest	(24,844)	(116,348)	(59,021)	-	-
451-0000-361.40-00	Interest	(24,033)	(54,923)	(27,291)	-	-
451-0000-362.01-00	Rent Lake Jessup Groves	-	-	7,220	-	-
451-0000-362.10-00	Rent	10	10	10	10	-
451-0000-362.10-01	Rent Cattle Lease Site 10	43,260	44,558	45,895	43,000	47,271
451-0000-362.10-02	Rent Derby Park	46,273	48,132	50,252	48,000	48,000
451-0000-362.10-07	Rent - AT&T Tower Lease	22,479	23,153	23,848	23,000	24,000
451-0000-364.41-00	Disposition of Assets	290,427	28,659	8,178	25,000	8,000
451-0000-365.10-00	Sale of Scrap	779	-	384	-	400
451-0000-366.90-00	Contributions - Private Sources	-	-	100	-	-
451-0000-369.30-00	Refund Prior Year Expense	-	(1,381)	7,688	-	-
451-0000-369.40-19	Reimbursements	65,150	65,150	65,150	65,150	65,150
451-0000-369.41-00	Reimbursements	5,527	1,501	(7,460)	1,500	360
451-0000-369.42-00	Reimbursements - contract work	504	-	-	-	-
451-0000-369.90-00	Other Miscellaneous	3,275	1,823	21,742	1,800	917
451-0000-369.90-01	Cash Over/(Short)	5	(124)	104	-	-
451-0000-369.91-01	Returned Checks	7,175	6,031	4,640	6,000	5,000
451-0000-369.92-00	Delinquent Late Fees	3,116	(1,071)	1,540	-	-
451-0000-369.92-01	Delinquent Late Fees	365,121	360,432	363,432	370,000	381,782
451-0000-381.14-00	Transfers - Impact Fee Fund	320,000	800,000	800,000	800,000	1,500,000
451-0000-389.80-01	Contributions - Subdivisions	63,198	2,814,125	950,541	60,000	60,000
451-0000-389.98-00	Use of Reserves	-	-	-	-	948,637
Total Water/Wastewater Revenues		\$ 24,702,404	\$ 29,559,304	\$ 26,069,732	\$ 27,365,957	\$ 29,074,775

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	2017 Actual	2018 Actual	2019 Budget	2020 Budget
Salaries	\$ 819,434	\$ 786,056	\$ 765,844	\$ 1,072,411
Benefits	333,249	286,699	335,356	453,703
Operating	2,215,941	2,170,609	2,603,977	2,889,148
Supplies	25,595	24,843	42,669	75,379
Capital	-	-	-	-
Other	-	-	-	-
Total	\$ 3,394,219	\$ 3,268,207	\$ 3,747,846	\$ 4,490,641

Funding Source				
Water and Wastewater	\$ 3,394,219	\$ 3,268,207	\$ 3,747,846	\$ 4,490,641
Total	\$ 3,394,219	\$ 3,268,207	\$ 3,747,846	\$ 4,490,641

Our Accomplishments in 2018-19

❖ Management

- Managed Financial Forecast Project.
- Secured a FDEP grant of \$500,000 for Nutrient Reduction Sewer Work.
- Prepared Identity Theft Annual Report.
- Mentor Volunteer at Sanford Middle.
- Granted Good Neighbor Utility Fund Assistance quarterly.
- Department qualified for the Safety Incentive.
- Assisted with the Annual Safety and Appreciation Luncheon.
- Conducted the Citizens Academy presentations and bus tours of utilities.
- Participated in the SWRC Plant Expansion Property procurement.

❖ ASR

- Began ASR Cycle Test VI.
- Reclaimed Water.

- Completed public-private agreement for E. Lake Mary Blvd. Phase II reclaim water line extension.
- ❖ Water Conservation
 - Conducted the Water Wise Event at Lowes this past spring.
 - Offered and managed the Toilet Rebate program.

Goals and Objectives for 2019-20

- ❖ Secure additional nutrient reduction related grants and cost shares
- ❖ Begin Reclaimed Water Service to Volusia County.
- ❖ Fill the Utility Billing Coordinator position
- ❖ Complete Cityworks project
- ❖ Continue to focus on Customer Service Improvements including training
- ❖ Install image documents by Central Square (Superior/HTE) for customer service with the goal of a paperless work environment.

UTILITIES - ADMINISTRATION				
Performance Measures				
Activity	Actual 2016-2017	Actual 2017-2018	Expected 2018-2019	Proposed 2019-2020
Total # of utility bills processed	261,900	265,884	270,000	276,000
Total # of bank draft payments	1,367	1,847	2,327	2,807
Total # of credit card payments	84,000	80,057	86,000	80,805
Total # of walk up customers served	42,756	21,390	43,000	9,436
Water Quality Complaints	64	10	10	8
Stolen Meters	1	3	3	1
% of payments from bank drafting	0.52%	0.69%	5.90%	5.90%
% payments from credit card transactions	32.07%	30.11%	36.00%	40.00%

Authorized Positions

Full Time Equivalents	Grade	Funded 2018	Funded 2019	+/-	Funded 2020	Authorized & Unfunded
Utilities - Water/Wastewater - Administration						
Public Utilities Director	432	-	-	-	-	1.00
Public Works Director **	433	0.45	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	-	1.00	-
Project Manager**	423	-	0.40	-	0.40	-
Customer Service Supervisor	412	1.00	1.00	-	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	1.00	4.00	-
Utility Systems Inspections Supervisor	419	1.00	1.00	-	1.00	-
Utility Billing Coordinator	410	1.00	1.00	-	1.00	-
Utility Billing System Analyst	420	1.00	-	-	-	-
Utility Billing and Customer Service Coordinator	412	-	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 Full Time Equivalents		20.45	20.85	1.00	21.85	1.00

**Split between funds or departments/divisions

Account	Description	2016 Actual	2017 Actual	2018 Actual	2019 Budget	2020 Final Budget
Administration						
451-4510-536.12-00	Regular Salaries & Wages	787,138	734,077	705,046	1,060,037	986,153
451-4510-536.12-02	Regular Salaries - Additional Pays	3,869	11,772	21,971	16,710	17,230
451-4510-536.12-06	Reg Salaries - Opt Out Health Insurance	3,403	3,850	1,600	5,340	5,340
451-4510-536.12-10	Regular Salaries & Wages - OPEB	10,721	22,133	10,903	-	-
451-4510-536.13-00	Other Salaries & Wages	-	-	-	17,174	33,688
451-4510-536.14-00	Overtime	14,303	14,224	26,325	15,000	30,000
451-4510-536.21-00	FICA/Medicare Taxes	64,098	55,862	55,191	85,468	82,259
451-4510-536.22-01	Retirement Contributions	66,227	59,807	64,417	101,629	106,514
451-4510-536.23-00	Medical Insurance	92,901	133,947	149,331	219,026	246,424
451-4510-536.23-02	Medical Insurance - Life & ST Disability	3,788	3,580	4,002	5,539	5,255
451-4510-536.24-00	Worker's Compensation	5,922	4,710	4,925	13,053	13,251
451-4510-536.25-00	Unemployment Comp	1,030	-	-	-	-
451-4510-536.27-00	Pension GASB 68	99,283	28,793	57,490	-	-
451-4510-536.31-00	Professional Services	322,246	237,281	355,037	408,000	348,000
451-4510-536.32-00	Professional Services	-	4,000	-	-	-
451-4510-536.34-00	Other Contractual Services	57,248	56,847	62,438	162,365	144,564
451-4510-536.34-08	Computer Services - GF	198,771	198,771	278,998	296,986	312,177
451-4510-536.34-09	Engineering Services - GF	90,914	90,914	37,538	90,914	125,941
451-4510-536.34-10	Personnel Services - GF	80,492	80,492	96,811	102,378	106,343
451-4510-536.34-11	Finance/Administration - GF	770,629	770,629	1,013,531	1,155,065	1,099,581
451-4510-536.34-12	Fleet - GF	100,027	100,027	107,383	41,545	71,878
451-4510-536.40-00	Travel & Per Diem	1,637	561	448	3,700	3,700
451-4510-536.41-00	Communications Services	11,289	12,807	13,564	10,050	15,170
451-4510-536.42-00	Postage & Transportation	66,648	72,880	72,271	77,500	82,500
451-4510-536.43-00	Utility Services	196,184	201,045	174,627	200,000	205,000
451-4510-536.44-00	Rentals & Leases	6,556	6,963	7,692	6,500	18,500
451-4510-536.45-01	Insurance - Operating Liability	20,742	23,997	24,417	25,044	26,633
451-4510-536.45-02	Insurance - Auto Liability	1,465	1,672	1,686	753	1,197
451-4510-536.46-00	Repair & Maintenance Services	14,477	8,443	40,315	33,810	92,010
451-4510-536.47-00	Printing & Binding	54,293	49,842	52,521	75,954	81,954
451-4510-536.48-00	Promotional Activities	2,267	2,619	3,265	7,000	7,000
451-4510-536.49-00	Other Charges/Obligations	220,056	250,819	261,435	147,000	147,000
451-4510-536.51-00	Office Supplies	10,347	10,337	13,477	14,500	14,300
451-4510-536.52-00	Operating Supplies	4,799	3,848	9,861	7,217	8,782
451-4510-536.52-01	Operating Supplies - Gasoline/Diesel/Lubric	4,205	5,591	5,886	9,952	9,952
451-4510-536.52-05	Operating Supplies - Uniforms	1,113	1,732	1,841	2,100	2,800
451-4510-536.54-01	Books/Pubs/Subsc/Memb - Prof Dues	1,816	2,148	1,653	2,655	6,095
451-4510-536.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	3,295	888	3,138	26,720	30,120
451-4510-536.54-03	Books/Pubs/Subsc/Memb - Subscriptions	20	298	311	100	100
451-4510-536.54-04	Books/Pubs/Subsc/Memb - School Tuition	-	-	6,502	3,230	3,230
451-4510-536.55-00	Training	-	-	-	-	-
451-4510-536.72-45	Debt Service - Interest	7,913	12,041	5,598	-	-
Total Administration		\$ 3,402,132	\$ 3,280,248	\$ 3,753,444	\$ 4,450,014	\$ 4,490,641

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	2017 Actual	2018 Actual	2019 Budget	2020 Budget
Salaries	\$ 2,155,869	\$ 2,151,607	\$ 2,142,627	\$ 2,484,690
Benefits	863,260	715,942	878,446	987,156
Operating	281,358	239,939	292,282	445,279
Supplies	88,387	103,550	87,144	105,890
Capital	-	-	-	-
Total	\$ 3,388,874	\$ 3,211,038	\$ 3,400,498	\$ 4,023,015

Funding Source				
Water and Wastewater	\$ 3,388,874	\$ 3,211,038	\$ 3,400,498	\$ 4,023,015
Total	\$ 3,388,874	\$ 3,211,038	\$ 3,400,498	\$ 4,023,015

Our Accomplishments in 2018-19

- ❖ Rebuilt 3 Oxidation Ditch Rotor, Gearbox, and Motors at the SWRC.
- ❖ Installed onsite stationary generators at Placid Lakes, Celery Lakes, & New Tribes Mission lift stations.
- ❖ Painted the Ground Storage Tanks at the Main Water Plant.
- ❖ Replaced Grove Irrigation Filter at Site 10.
- ❖ Replaced fencing on the East side of NWRF.
- ❖ Repaired roofs damage during Hurricane Irma
 - Chemical Feed Facility
 - Electrical Building 1
 - Electrical Building 2
 - Office Building

- ❖ Repaired 1 Actiflo unit.
- ❖ Demolished Dynasands to save revenue.
- ❖ Implemented electronic DMR system for both NWRP & SWRC.

Goals and Objectives for 2019-20

- ❖ Install Lift Station Generator.
 - High School Lift station.
- ❖ Repair damage to Site 10 from Hurricane Irma.
 - Orange Grove.
 - Hay Field.
- ❖ Budget and Purchase 2 generators.
 - 1- Potable Water Well.

UTILITIES - COMBINED WATER AND WASTEWATER				
Performance Measures				
Activity	Actual 2016-2017	Actual 2017-2018	Expected 2018-2019	Proposed 2019-2020
# Gallons water produced (in million gallons)	2,352	2,406	2,460	2,368
Water Consumption (in million gallons)	2,148	2,198	2,246	2,155
Average daily demand (MGD)	7.0	6.6	6.7	6.5
Average total maximum daily flow (MGD)	100	7	7	7
% water produced within FDEP compliance	100%	100%	100%	100%

Authorized Positions

Full Time Equivalents	Grade	Funded 2018	Funded 2019	+/-	Funded 2020	Authorized & Unfunded
Utilities - Water/Wastewater - Plants						
Water Resource Engineer	423	1.00	1.00	-	1.00	-
Plants Manager - Maintenance	423	1.00	-	-	-	-
Plants Manager - Operations	422	1.00	-	-	-	-
Plants Manager	423	-	1.00	-	1.00	-
Assistant Plants Manager	420	-	1.00	-	1.00	-
Industrial Pre-Treatment Coordinator	420	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	-	-	-	-
Utility Field Service Technician	307	-	5.00	1.00	6.00	-
Administrative Specialist II**	409	0.50	0.50	-	0.50	-
Custodial Worker I	302	1.00	1.00	-	1.00	-
Total Full Time Equivalents		46.50	46.50	1.00	47.50	-

**Split between funds or departments/divisions

<i>Account</i>	<i>Description</i>	<i>2016 Actual</i>	<i>2017 Actual</i>	<i>2018 Actual</i>	<i>2019 Budget</i>	<i>2020 Final Budget</i>
Combined Water and Wastewater						
451-4520-536.12-00	Regular Salaries & Wages	2,033,251	1,953,681	1,977,043	2,383,568	2,339,590
451-4520-536.12-02	Regular Salaries - Additional Pays	5,528	15,660	13,808	20,387	5,500
451-4520-536.12-06	Reg Salaries - Opt Out Health Insurance	10,725	9,000	7,500	10,800	9,600
451-4520-536.12-10	Regular Salaries & Wages - OPEB	25,566	49,009	24,791	-	-
451-4520-536.13-00	Other Salaries & Wages	-	-	-	-	-
451-4520-536.14-00	Overtime	80,799	124,257	119,486	130,000	130,000
451-4520-536.21-00	FICA/Medicare Taxes	160,195	155,969	158,165	195,165	190,558
451-4520-536.22-01	Retirement Contributions	163,167	169,526	177,321	218,581	223,063
451-4520-536.23-00	Medical Insurance	249,969	262,602	338,001	449,890	495,387
451-4520-536.23-02	Medical Insurance - Life & ST Disability	11,052	11,661	12,143	11,992	11,729
451-4520-536.24-00	Worker's Compensation	33,747	34,570	34,566	84,128	66,419
451-4520-536.25-00	Unemployment Cont	4,400	-	-	-	-
451-4520-536.27-00	Pension GASB 68	240,730	81,614	158,251	-	-
451-4520-536.31-00	Professional Services	133,282	57,211	88,391	205,000	235,000
451-4520-536.34-00	Other Contractual Services	10,089	27,147	18,502	35,000	10,000
451-4520-536.40-00	Travel & Per Diem	4,064	5,769	4,878	6,050	6,050
451-4520-536.41-00	Communications Services	11,910	12,925	13,385	-	12,463
451-4520-536.42-00	Postage & Transportation	185	354	882	500	500
451-4520-536.44-00	Rentals & Leases	7,425	7,268	7,425	7,500	7,500
451-4520-536.45-01	Insurance - Operating Liability	6,625	7,966	8,345	8,332	9,221
451-4520-536.45-02	Insurance - Auto Liability	14,115	13,767	16,457	6,888	9,245
451-4520-536.46-00	Repair & Maintenance Services	76,061	71,722	112,447	112,000	112,000
451-4520-536.47-00	Printing & Binding	699	621	698	350	350
451-4520-536.48-00	Promotional Activities	-	-	-	100	100
451-4520-536.49-00	Other Charges/Obligations	16,903	35,190	20,871	42,850	42,850
451-4520-536.51-00	Office Supplies	1,547	1,332	936	3,200	3,200
451-4520-536.52-00	Operating Supplies	15,462	15,740	8,692	13,000	13,000
451-4520-536.52-01	Operating Supplies - Gasoline/Diesel/Lubric	55,591	68,936	68,044	70,000	72,000
451-4520-536.52-05	Operating Supplies - Uniforms	11,689	5,937	7,993	9,000	9,000
451-4520-536.54-01	Books/Pubs/Subsc/Memb - Prof Dues	278	2,774	379	3,900	1,140
451-4520-536.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	3,820	8,506	1,100	9,755	7,100
451-4520-536.54-03	Books/Pubs/Subsc/Memb - Subscriptions	-	325	-	450	450
451-4520-536.63-00	Improve Other Than Bldg	-	-	-	-	-
Total Combined Water and Wastewater		\$ 3,388,874	\$ 3,211,038	\$ 3,400,498	\$ 4,038,386	\$ 4,023,015

<i>Account</i>	<i>Description</i>	<i>2016 Actual</i>	<i>2017 Actual</i>	<i>2018 Actual</i>	<i>2019 Budget</i>	<i>2020 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	35,272	21,356	22,762	76,000	76,000
451-4521-536.43-00	Utility Services	224,239	217,955	220,987	225,978	225,978
451-4521-536.44-00	Rentals & Leases	-	-	-	1,000	1,000
451-4521-536.45-01	Insurance - Operating Liability	1,712	1,975	2,014	2,061	2,184
451-4521-536.46-00	Repair & Maintenance Services	25,212	30,166	54,733	85,000	87,000
451-4521-536.47-00	Printing & Binding	-	-	-	500	500
451-4521-536.51-00	Office Supplies	-	-	208	1,000	1,000
451-4521-536.52-00	Operating Supplies	117,056	91,396	106,492	166,500	125,000
451-4521-536.52-01	Operating Supplies - Gasoline/Diesel/Lubric	2,784	7,317	3,536	8,000	8,000
Total Water Plant #1		\$ 410,534	\$ 370,165	\$ 410,733	\$ 596,039	\$ 556,662

<i>Account</i>	<i>Description</i>	<i>2016 Actual</i>	<i>2017 Actual</i>	<i>2018 Actual</i>	<i>2019 Budget</i>	<i>2020 Final Budget</i>
Water Plant #2						
451-4522-536.31-00	Professional Services	-	-	-	30,000	30,000
451-4522-536.34-00	Other Contractual Services	26,365	14,888	9,136	90,000	60,000
451-4522-536.43-00	Utility Services	140,251	137,894	135,915	150,000	150,000
451-4522-536.44-00	Rentals & Leases	161	-	-	1,300	1,300
451-4522-536.45-01	Insurance - Operating Liability	1,059	1,222	1,606	1,643	1,741
451-4522-536.46-00	Repair & Maintenance Services	41,170	46,145	74,021	70,000	70,000
451-4522-536.52-00	Operating Supplies	92,782	227,397	170,845	371,000	336,000
Total Water Plant #2		\$ 301,788	\$ 427,546	\$ 391,522	\$ 713,943	\$ 649,041

<i>Account</i>	<i>Description</i>	<i>2016 Actual</i>	<i>2017 Actual</i>	<i>2018 Actual</i>	<i>2019 Budget</i>	<i>2020 Final Budget</i>
Well Fields						
451-4525-536.45-01	Insurance - Operating Liability	1,841	2,124	5,695	14,300	15,275
451-4525-536.46-00	Repair & Maintenance Services	59,070	52,386	60,687	60,500	60,500
451-4525-536.49-00	Other Charges/Obligations	-	-	-	250	250
451-4525-536.52-00	Operating Supplies	411	17	3	500	500
Total Well Fields		\$ 61,322	\$ 54,527	\$ 66,385	\$ 75,550	\$ 76,525

<i>Account</i>	<i>Description</i>	<i>2016 Actual</i>	<i>2017 Actual</i>	<i>2018 Actual</i>	<i>2019 Budget</i>	<i>2020 Final Budget</i>
Wastewater Treatment - North Plant						
451-4527-536.31-00	Professional Services	-	291,163	(277,853)	29,000	29,000
451-4527-536.34-00	Other Contractual Services	319,396	268,198	398,492	475,250	455,250
451-4527-536.42-00	Communications Services	-	228	79	-	-
451-4527-536.43-00	Utility Services	623,229	688,816	723,282	692,755	744,981
451-4527-536.44-00	Rentals & Leases	-	-	2,197	1,000	1,000
451-4527-536.45-01	Insurance - Operating Liability	200,256	230,988	235,792	242,421	257,160
451-4527-536.46-00	Repair & Maintenance Services	158,998	145,940	206,904	306,500	276,500
451-4527-536.47-00	Printing & Binding	454	-	90	100	100
451-4527-536.49-00	Other Charges/Obligations	329	654	(225)	700	700
451-4527-536.51-00	Office Supplies	2,379	1,065	1,426	3,000	3,000
451-4527-536.52-00	Operating Supplies	452,839	470,641	385,173	622,500	622,500
451-4527-536.52-01	Operating Supplies - Gasoline/Diesel/Lubric	12,015	-	16,336	15,000	15,000
Total Wastewater Treatment - North Plant		\$ 1,769,895	\$ 2,097,692	\$ 1,691,693	\$ 2,388,226	\$ 2,405,191

<i>Account</i>	<i>Description</i>	<i>2016 Actual</i>	<i>2017 Actual</i>	<i>2018 Actual</i>	<i>2019 Budget</i>	<i>2020 Final Budget</i>
Wastewater Treatment - South Plant						
451-4528-536.31-00	Professional Services	100	2,731	100	10,000	10,200
451-4528-536.34-00	Other Contractual Services	62,790	57,243	106,652	65,350	60,450
451-4528-536.43-00	Utility Services	134,204	138,830	189,313	220,000	220,000
451-4528-536.44-00	Rentals & Leases	-	942	-	1,000	1,000
451-4528-536.46-00	Repair & Maintenance Services	62,365	75,353	124,371	149,400	149,400
451-4528-536.49-00	Other Charges/Obligations	-	25	112	500	500
451-4528-536.51-00	Office Supplies	571	240	528	1,000	1,000
451-4528-536.52-00	Operating Supplies	34,785	42,425	35,277	69,700	64,700
451-4528-536.52-01	Operating Supplies - Gasoline/Diesel/Lubric	3,197	1,028	7,221	3,000	3,000
451-4528-536.64-00	Machinery & Equipment	-	8,016	19,809	-	-
Total Wastewater Treatment - South Plant		\$ 298,012	\$ 326,834	\$ 483,383	\$ 519,950	\$ 510,250

<i>Account</i>	<i>Description</i>	<i>2016 Actual</i>	<i>2017 Actual</i>	<i>2018 Actual</i>	<i>2019 Budget</i>	<i>2020 Final Budget</i>
Wastewater Lift Stations						
451-4529-536.42-00	Postage & Transportation	-	-	10	-	-
451-4529-536.43-00	Utility Services	117,516	121,499	132,681	124,000	124,000
451-4529-536.44-00	Rentals & Leases	-	-	190	-	-
451-4529-536.45-01	Insurance - Operating Liability	7,004	8,274	8,681	19,514	22,358
451-4529-536.46-00	Repair & Maintenance Services	45,848	92,626	94,808	118,000	118,000
451-4529-536.51-00	Office Supplies	-	-	-	250	250
451-4529-536.52-00	Operating Supplies	11,291	1,684	2,268	1,550	1,550
451-4529-536.52-01	Operating Supplies - Gasoline/Diesel/Lubric	268	1,584	-	1,600	1,600
Total Wastewater Lift Stations		\$ 181,927	\$ 225,666	\$ 238,639	\$ 264,914	\$ 267,758
Total Water/Wastewater Plants Combined		\$ 6,412,352	\$ 6,713,470	\$ 6,682,854	\$ 8,597,008	\$ 8,488,442

Wastewater Distribution

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

Summary

Expenditures	2017 Actual	2018 Actual	2019 Budget	2020 Budget
Salaries	\$ 595,006	\$ 671,314	\$ 711,593	\$ 828,120
Benefits	255,141	259,082	342,488	386,984
Operating	435,869	524,167	1,048,436	969,345
Supplies	50,986	54,655	61,067	79,075
Capital	7,603	-	-	-
Total	\$ 1,344,605	\$ 1,509,218	\$ 2,163,584	\$ 2,263,524

Funding Source				
Water and Wastewater	\$ 1,344,605	\$ 1,509,218	\$ 2,163,584	\$ 2,263,524
Total	\$ 1,344,605	\$ 1,509,218	\$ 2,163,584	\$ 2,263,524

Our Accomplishments in 2018-19

- ❖ Replaced 6 Fire hydrants.
- ❖ Installed 4 new water system valves.
- ❖ Repaired 250 service line leak or leaks at the meter.
- ❖ Repaired 6 main line breaks.
- ❖ Replaced 10 commercial meter 3" or greater.
- ❖ Changed out 3,000 Automated Meter Reading Registers.

Goals and Objectives for 2019-20

- ❖ Replace seven fire hydrants.
- ❖ On distribution system - continuing the UDF flowing program, hydrant maintenance, valve installations and exercising.
- ❖ Improving the AMR meters and readings in the distribution system.
- ❖ Provide training with customer service and field staff.

UTILITIES - WATER DISTRIBUTION

Performance Measures

Activity	Actual 2016-2017	Actual 2017-2018	Expected 2018-2019	Proposed 2019-2020
# Total Meters System Wide	21,825	22,157	22,500	23,000
# Radio Read Meters System Wide	21,260	21,592	21,935	22,435
# Hydrants System Wide	1,460	1,475	1,487	1,500
Miles of Mains System Wide	320	322	326	328
# Direct Read Meters (System Wide)	565	565	565	565
# Work Orders Completed	14,528	14,600	14,600	14,800
# Locates Responded To	8,000	10,000	8,500	8,500
# New Meters Installed (all radio reads)	173	500	300	500
# Meters Read	261,900	265,884	270,000	276,000
# Hydrants Maintained	540	540	540	540
Radio Read Meters as % of all City Members	97%	97%	98%	98%

Authorized Positions

Full Time Equivalents	Grade	Funded 2018	Funded 2019	+/-	Funded 2020	Authorized & Unfunded
Utilities - Water/Wastewater - Water Distribution						
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	-
Utility Field Service Technician	307	6.00	9.00	-	9.00	-
Utility Service Technician I	307	2.00	-	-	-	-
Total Full Time Equivalents		17.00	18.00	-	18.00	-

Account	Description	2016 Actual	2017 Actual	2018 Actual	2019 Budget	2020 Final Budget
Water Distribution						
451-4530-536.12-00	Regular Salaries & Wages	537,469	604,177	624,911	664,378	745,720
451-4530-536.12-06	Reg Salaries - Opt Out Health Insurance	2,606	2,900	2,500	2,400	2,400
451-4530-536.12-10	Regular Salaries & Wages - OPEB	9,897	17,917	9,063	-	-
451-4530-536.14-00	Overtime	45,034	46,320	75,118	50,000	80,000
451-4530-536.21-00	FICA/Medicare Taxes	42,718	47,432	51,616	54,967	63,501
451-4530-536.22-01	Retirement Contributions	43,239	52,011	61,478	65,607	79,342
451-4530-536.23-00	Medical Insurance	93,537	120,322	158,512	177,588	215,938
451-4530-536.23-02	Medical Insurance - Life & ST Disability	2,730	3,043	3,683	3,209	3,619
451-4530-536.24-00	Worker's Compensation	9,985	11,235	12,333	26,213	24,584
451-4530-536.27-00	Pension GASB 68	62,932	25,040	54,866	-	-
451-4530-536.31-00	Professional Services	-	17,269	222	15,000	15,000
451-4530-536.34-00	Other Contractual Services	315	-	-	15,000	15,000
451-4530-536.41-00	Communications Services	6,753	5,758	6,539	14,159	13,538
451-4530-536.42-00	Postage & Transportation	13	-	-	100	100
451-4530-536.43-00	Utility Services	21,323	21,589	22,404	18,517	18,517
451-4530-536.44-00	Rentals & Leases	2,139	1,889	1,889	5,000	5,000
451-4530-536.45-01	Insurance - Operating Liability	124,472	188,999	193,488	204,223	219,228
451-4530-536.45-02	Insurance - Auto Liability	4,494	3,865	4,845	2,329	2,962
451-4530-536.46-00	Repair & Maintenance Services	68,442	40,367	619,771	214,500	254,500
451-4530-536.46-05	Repair & Maintenance Services/Utility Lines	206,937	243,491	198,222	214,000	423,000
451-4530-536.47-00	Printing & Binding	664	701	616	200	500
451-4530-536.49-00	Other Charges/Obligations	317	240	440	2,000	2,000
451-4530-536.51-00	Office Supplies	744	1,032	1,419	2,500	2,500
451-4530-536.52-00	Operating Supplies	16,051	13,600	10,008	10,000	12,000
451-4530-536.52-01	Operating Supplies - Gasoline/Diesel/Lubric	28,661	32,347	41,175	55,000	55,000
451-4530-536.52-05	Operating Supplies - Uniforms	4,185	4,983	4,370	5,450	5,775
451-4530-536.54-01	Books/Pubs/Subsc/Memb - Prof Dues	84	400	60	300	300
451-4530-536.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	935	2,293	3,865	3,500	3,500
451-4530-536.54-03	Books/Pubs/Subsc/Memb - Subscriptions	326	-	171	-	-
451-4530-536.64-00	Machinery & Equipment	7,603	-	-	-	-
Total Water Distribution		\$ 1,344,605	\$ 1,509,218	\$ 2,163,584	\$ 1,826,140	\$ 2,263,524

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	2017 Actual	2018 Actual	2019 Budget	2020 Budget
Salaries	\$ 883,051	\$ 882,998	\$ 947,331	\$ 963,650
Benefits	365,557	306,636	411,209	407,603
Operating	436,588	541,572	484,593	637,712
Supplies	47,575	67,159	71,985	105,300
Capital	-	-	-	-
Total	\$ 1,732,771	\$ 1,798,365	\$ 1,915,119	\$ 2,114,265

Funding Source				
Water and Wastewater	\$ 1,732,771	\$ 1,798,365	\$ 1,915,119	\$ 2,114,265
Total	\$ 1,732,771	\$ 1,798,365	\$ 1,915,119	\$ 2,114,265

Our Accomplishments in 2018-19

- ❖ Repaired 68 sewer lines.
- ❖ Responded to over 11,500 locate tickets.
- ❖ Cleaned 3,000 Linear Feet of force mains.
- ❖ Cleaned 515,000 Linear Feet of sewer lines.
- ❖ Completed 32 Sewer and water disconnects for demolition.
- ❖ Rebuilt 105 Vacuum pits and 8 buffer tanks.

Goals and Objectives for 2019-20

- ❖ Rebuild 50 vacuum pits.
- ❖ Rebuild 5 buffer tanks.
- ❖ Replace 800 feet of sewer line.
- ❖ Continue to improve sewer and water systems by continued focus on I/I and direct inflow concerns on the collections system.
- ❖ I/I and direct inflow reduction.

UTILITIES - WASTEWATER COLLECTED (MGD)
Performance Measures

Activity	Actual 2016-2017	Actual 2017-2018	Expected 2018-2019	Proposed 2019-2020
Wastewater Consumption (per million gallons)	4,445	6,005	6,018	6,040
# Customers Served	60,025	54,374	55,576	56,804
# Lift Stations in Service	65	67	67	69
Point Repairs	17	25	34	35
Linear Feet of Gravity Sewer Main	868,145	872,000	875,000	877,000
Linear Feet of Gravity Main Cleaned	289,000	290,000	291,000	292,000
Linear Feet of Force Main	3,000	3,000	3,000	3,000

Authorized Positions

Full Time Equivalents	Grade	Funded 2018	Funded 2019	+/-	Funded 2020	Authorized & Unfunded
Utilities -Water/Wastewater Collection						
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	-
Utility Field Service Technician	307	-	2.00	-	2.00	-
Equipment Operator I	307	1.00	1.00	-	1.00	-
Utility Service Technician I	307	3.00	-	-	-	-
Total Full Time Equivalents		21.00	20.00	-	20.00	-

<i>Account</i>	<i>Description</i>	<i>2016 Actual</i>	<i>2017 Actual</i>	<i>2018 Actual</i>	<i>2019 Budget</i>	<i>2020 Final Budget</i>
Wastewater Collection						
451-4540-536.12-00	Regular Salaries & Wages	827,562	800,614	861,807	908,142	885,050
451-4540-536.12-06	Reg Salaries - Opt Out Health Insurance	4,914	4,300	3,900	4,800	3,600
451-4540-536.12-10	Regular Salaries & Wages - OPEB	10,996	22,133	11,196	-	-
451-4540-536.14-00	Overtime	39,579	54,215	67,205	56,000	75,000
451-4540-536.21-00	FICA/Medicare Taxes	66,201	62,418	68,503	74,310	73,900
451-4540-536.22-01	Retirement Contributions	63,651	64,524	76,255	83,415	87,767
451-4540-536.23-00	Medical Insurance	122,565	129,828	177,400	206,003	215,938
451-4540-536.23-02	Medical Insurance - Life & ST Disability	4,420	4,418	5,155	4,541	4,415
451-4540-536.24-00	Worker's Compensation	13,600	13,698	15,842	33,580	25,583
451-4540-536.27-00	Pension GASB 68	95,120	31,064	68,054	-	-
451-4540-536.31-00	Professional Services	9,218	16,996	4,406	65,000	65,000
451-4540-536.34-00	Other Contractual Services	-	-	-	10,000	-
451-4540-536.40-00	Travel & Per Diem	5	-	-	-	-
451-4540-536.41-00	Communications Services	11,111	10,636	11,919	8,930	10,699
451-4540-536.42-00	Postage & Transportation	1	26	-	100	100
451-4540-536.43-00	Utility Services	1,919	2,357	2,193	2,500	2,500
451-4540-536.44-00	Rentals & Leases	132	-	-	400	400
451-4540-536.45-01	Insurance - Operating Liability	138,604	161,203	164,966	171,578	183,309
451-4540-536.45-02	Insurance - Auto Liability	4,556	4,833	6,527	4,310	4,304
451-4540-536.46-00	Repair & Maintenance Services	141,189	135,984	94,664	133,500	159,800
451-4540-536.46-05	Repair & Maintenance Services/Utility Lines	128,434	208,637	198,981	178,000	210,000
451-4540-536.47-00	Printing & Binding	744	661	616	100	100
451-4540-536.49-00	Other Charges/Obligations	675	240	320	1,500	1,500
451-4540-536.51-00	Office Supplies	410	572	566	1,200	1,200
451-4540-536.52-00	Operating Supplies	12,900	21,093	20,738	25,000	26,000
451-4540-536.52-01	Operating Supplies - Gasoline/Diesel/Lubric	29,233	34,028	42,962	68,000	68,000
451-4540-536.52-05	Operating Supplies - Uniforms	3,560	9,268	7,564	5,650	6,000
451-4540-536.54-01	Books/Pubs/Subsc/Memb - Prof Dues	-	350	-	100	300
451-4540-536.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	1,273	1,830	-	3,800	3,800
451-4540-536.54-03	Books/Pubs/Subsc/Memb - Subscriptions	199	19	155	-	-
Total Wastewater Collection		\$ 1,732,771	\$ 1,798,365	\$ 1,915,119	\$ 2,050,459	\$ 2,114,265

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	2016 Actual	2017 Actual	2018 Actual	2019 Budget	2020 Final Budget
Non-Departmental						
451-4510-536.72-45	Debt Service - Interest	-	-	-	12,041	12,000
451-7979-518.23-03	Medical/Life Insurance	76,928	97,500	89,548	116,000	99,720
451-7979-536.59-89	Non Classified Expense	66,600	-	-	-	-
451-7979-536.59-99	Non Classified Expense	4,801,062	4,876,787	5,132,598	-	-
451-7979-536.69-99	Fixed Assets Capitalized	(7,603)	(8,016)	(19,809)	-	-
451-7979-536.71-15	Debt Service - Principal	-	-	-	259,210	267,940
451-7979-536.71-16	Debt Service - Principal	-	-	-	373,449	386,825
451-7979-536.71-18	Debt Service - Principal	-	-	-	995,483	1,019,823
451-7979-536.71-19	Debt Service - Principal	-	-	-	122,717	125,991
451-7979-536.71-20	Debt Service - Principal	-	-	-	21,420	22,005
451-7979-536.71-21	Debt Service - Principal	-	-	-	2,030,000	2,105,000
451-7979-536.71-22	Debt Service - Principal	-	-	-	9,699	9,922
451-7979-536.71-24	Debt Service - Principal	-	-	-	465,028	512,801
451-7979-536.71-25	Debt Service - Principal	-	-	-	41,665	40,480
451-7979-536.71-26	Debt Service - Principal	-	-	-	384,238	838,826
451-7979-536.71-27	Debt Service - Principal	-	-	-	-	543,732
451-7979-536.71-28	Debt Service - Principal	-	-	-	-	60,579
451-7979-536.72-15	Debt Service - Interest	60,086	52,060	43,765	39,174	30,445
451-7979-536.72-16	Debt Service - Interest	94,142	81,982	69,386	60,226	46,851
451-7979-536.72-18	Debt Service - Interest	286,271	263,563	240,300	219,518	195,178
451-7979-536.72-19	Debt Service - Interest	55,136	52,088	48,958	46,698	43,425
451-7979-536.72-20	Debt Service - Interest	13,668	9,328	8,769	8,366	7,782
451-7979-536.72-21	Debt Service - Interest	501,945	431,891	416,745	283,478	498,104
451-7979-536.72-22	Debt Service - Interest	3,682	3,473	3,259	3,105	2,883
451-7979-536.72-24	Debt Service - Interest	211,777	221,900	5,242	402,344	354,572
451-7979-536.72-25	Debt Service - Interest	-	40,332	27,506	24,591	25,777
451-7979-536.72-26	Debt Service - Interest	-	57,994	6,108	377,136	358,217
451-7979-536.72-27	Debt Service - Interest	-	-	-	-	23,431
451-7979-536.72-28	Debt Service - Interest	-	-	-	-	2,694
451-7979-581.91-01	Transfer to Cap Rep Fund	9,523,000	10,233,500	9,584,900	4,110,400	4,082,900
451-7979-590.99-90	Addition to Reserves	-	-	-	36,350	-
Total Non-Departmental		\$ 15,686,694	\$ 16,414,382	\$ 15,657,276	\$ 10,442,336	\$ 11,717,903

Water/Wastewater Capital Replacement Fund

Revenue and Expenditures

Account	Description	2016 Actual	2017 Actual	2018 Actual	2019 Budget	2020 Final Budget
Revenues						
452-0000-334.30-10	Intergovernmental	(3,902)	-	-	-	-
452-0000-334.32-30	Intergovernmental	215,214	470,967	202,320	-	-
452-0000-337.30-36	Intergovernmental	352,875	103,566	-	-	-
452-0000-361.10-00	Interest	(59,921)	124,864	162,126	55,000	162,000
452-0000-361.30-00	Interest	11,914	(41,522)	(31,054)	-	-
452-0000-361.40-00	Interest	7,870	(33,254)	(14,314)	-	-
452-0000-366.90-00	Contributions - Private Sources	553,510	-	-	-	-
452-0000-381.45-20	Transfers	9,523,000	10,233,500	9,584,900	4,110,400	4,082,900
452-0000-389.98-00	Use of Reserves	-	-	-	9,202,850	6,186,100
Total Water/Wastewater Revenues		\$ 10,600,560	\$ 10,858,120	\$ 9,903,978	\$ 13,368,250	\$ 10,431,000
Expenses						
452-4510-536.46-00	Repair & Maintenance Services	5,453	12,337	-	70,000	-
452-4510-536.64-00	Machinery & Equipment	-	19,010	25,960	-	70,000
Total Capital - Administration		\$ 5,453	\$ 31,347	\$ 25,960	\$ 70,000	\$ 70,000
452-4520-536.31-00	Professional Services	-	128,021	447,950	385,000	135,000
452-4520-536.46-00	Repair & Maintenance Services	53,089	35,805	82,273	215,000	41,000
452-4520-536.63-91	Improve Other Than Bldg	274,410	108,304	224,727	-	180,000
452-4520-536.64-00	Machinery & Equipment	69,958	50,455	113,253	110,000	110,000
Total Capital - Combined Water and Wastewater		\$ 397,457	\$ 322,585	\$ 868,203	\$ 710,000	\$ 466,000
452-4530-536.46-00	Repair & Maintenance Services	653,498	1,071,896	448,277	700,000	500,000
452-4530-536.52-00	Operating Supplies	7,563	16,703	64,703	300,000	-
452-4530-536.63-00	Improve Other Than Bldg	209,809	5,079	320,351	66,250	755,000
452-4530-536.64-00	Machinery & Equipment	80,659	95,275	35,782	150,000	280,000
452-4530-536.64-13	Machinery & Equipment	-	-	-	-	-
Total Capital - Water Distribution		\$ 951,529	\$ 1,188,953	\$ 869,113	\$ 1,216,250	\$ 1,535,000

Water/Wastewater Capital Replacement Fund

Revenue and Expenditures

Account	Description	2016	Actual 2017	Actual	2018 Budget	2018 Budget	2020 Final Budget
452-4540-536.46-00	Repair & Maintenance Services	518,612		382,003	29,562	-	-
452-4540-536.63-00	Improve Other Than Bldg	29,463		281,862	172,786	1,048,000	750,000
452-4540-536.64-00	Machinery & Equipment	133,266		71,181	54,665	165,000	235,000
Total Capital - Wastewater Collection		\$ 681,341	\$	738,718	\$	260,981	\$ 1,213,000
452-4525-536.46-00	Repair & Maintenance Services	447,267		445,136	376,735	325,000	100,000
452-4525-536.63-00	Improve Other Than Bldg	789,321		38,933	19,318	244,000	350,000
452-4525-536.64-00	Machinery & Equipment	416,074		369,472	-	-	-
Total Capital - Reclaimed Water		\$ 1,652,662	\$	853,541	\$	396,053	\$ 569,000
452-4527-536.46-00	Repair & Maintenance Services	77,299		897,284	75,229	1,670,000	250,000
452-4527-536.52-00	Operating Supplies	5,282		-	-	-	-
452-4527-536.63-91	Improve Other Than Bldg	8,273,649		3,229,241	4,962,134	5,450,000	3,845,000
452-4527-536.64-00	Machinery & Equipment	78,485		336,142	64,905	400,000	210,000
Total Capital - Wastewater Plant North		\$ 8,434,715	\$	4,462,667	\$	5,120,218	\$ 7,520,000
452-4528-536.46-00	Repair & Maintenance Services	117,189		115,211	81,813	125,000	300,000
452-4528-536.52-00	Operating Supplies	2,462		-	-	-	-
452-4528-536.61-00	Land	-		-	342,591	-	-
452-4528-536.63-91	Improve Other Than Bldg	-		-	-	350,000	925,000
452-4528-536.64-00	Machinery & Equipment	-		22,538	5,076	340,000	115,000
Total Capital - Wastewater Plant South		\$ 119,651	\$	137,749	\$	429,480	\$ 815,000
452-4529-536.46-00	Repair & Maintenance Services	-		33,629	-	500,000	1,280,000
452-4529-536.63-00	Improve Other Than Bldg	-		-	5,565	-	-
452-4529-536.64-00	Machinery & Equipment	76,935		176,389	119,622	755,000	-
Total Capital - Wastewater Lift Stations		\$ 76,935	\$	210,017	\$	125,186	\$ 1,255,000
452-7979-591.99-90	Other Uses	(10,432,030)		(4,803,879)	(6,484,684)	-	-
Total Non-Departmental		\$ (10,432,030)	\$	(4,803,879)	\$	(6,484,684)	\$ -
Total Water/Wastewater Expenses		1,887,713		3,141,698	1,610,511	13,368,250	10,431,000

Water Impact Fees Fund

Revenue and Expenditures

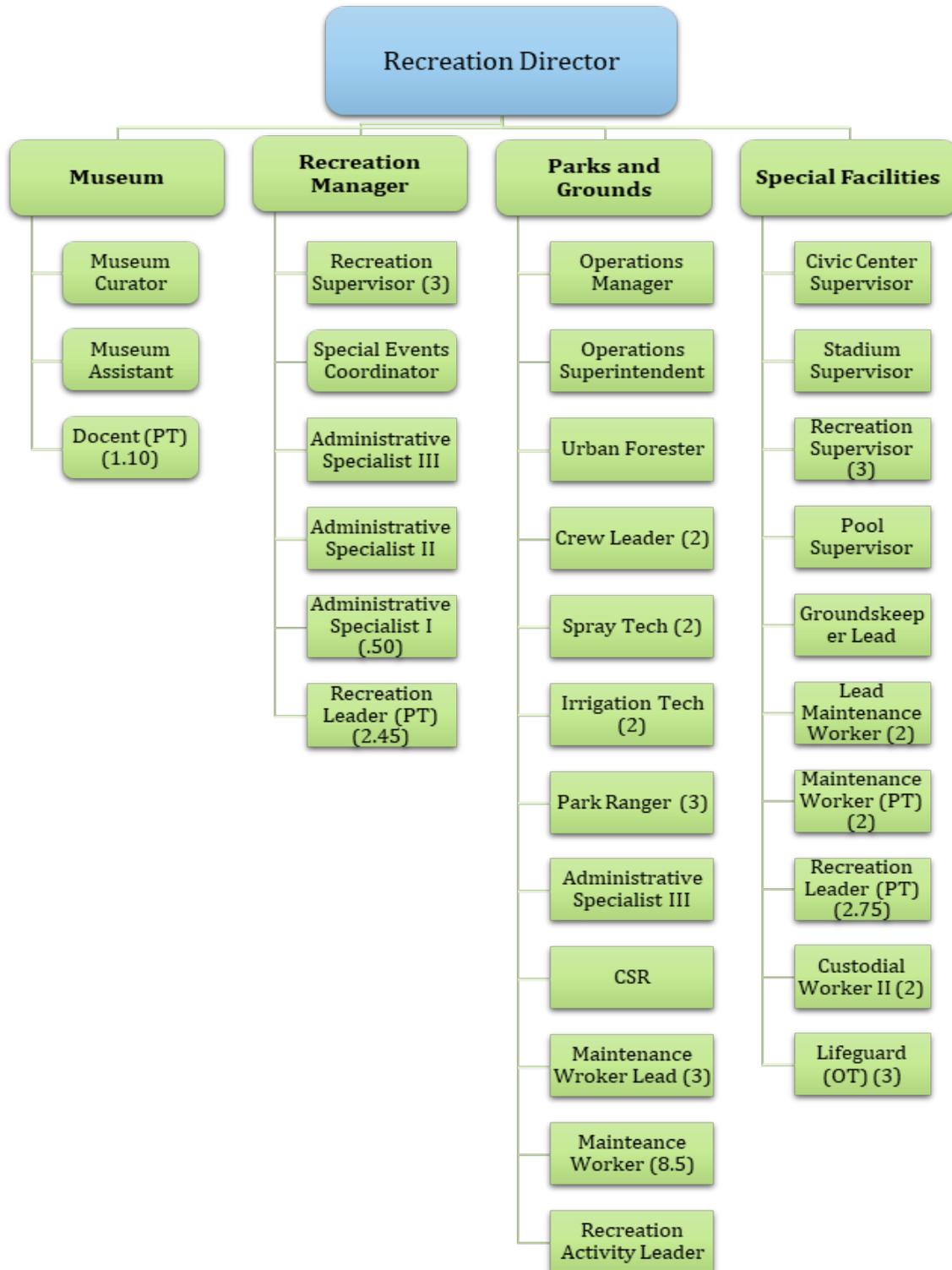
Account	Description	2016 Actual	2017 Actual	2018 Actual	2019 Budget	2020 Final Budget
Revenues						
460-0000-324.21-61	Residential	113,152	186,746	553,652	410,000	410,000
460-0000-324.22-61	Commercial	172,066	205,145	463,283	157,000	100,000
460-0000-361.10-00	Interest	16,443	17,568	37,870	14,000	40,000
460-0000-361.30-00	Interest - Unrealized	(1,793)	(1,857)	(7,834)	-	-
460-0000-361.40-00	Interest - Realized	(1,593)	(3,210)	(3,458)	-	-
460-0000-381.14-00	Transfers In	-	220,000	-	-	-
460-0000-389.98-00	Use of Reserves	-	-	-	19,000	1,500,000
Total Water Impact Fee Revenue		\$ 298,275	\$ 624,391	\$ 1,043,512	\$ 600,000	\$ 2,050,000
Expenses						
460-4530-536.49-00	Other Charges/Obligations	2,219	2,333	3,231	-	-
460-4525-536.63-00	Improve Other Than Bldg	-	-	-	500,000	1,550,000
460-7979-536.59-99	Depreciation Expense	2,726	2,670	2,742	-	-
460-7979-581.91-45	W/S Utility Fund	320,000	100,000	100,000	100,000	500,000
460-7979-590.99-90	Additions to Reserve	-	-	-	-	-
Total Water Impact Fee Expenditures		\$ 324,945	\$ 105,003	\$ 105,972	\$ 600,000	\$ 2,050,000

Wastewater Impact Fees Fund

Revenue and Expenditures

Account	Description	2016 Actual	2017 Actual	2018 Actual	2019 Budget	2020 Final Budget
Revenues						
470-0000-324.21-62	Residential	214,775	456,519	1,190,924	700,000	961,366
470-0000-324.22-62	Commercial	333,087	413,675	1,008,837	308,000	218,816
470-0000-361.10-00	Interest	39,669	39,187	74,627	35,000	75,000
470-0000-361.30-00	Interest - Unrealized	(3,591)	(2,329)	(17,355)	-	-
470-0000-361.40-00	Interest - Realized	(3,719)	(7,068)	(7,499)	-	-
470-0000-389.98-00	Use of Reserves	-	-	-	1,207,000	2,149,818
Total Wastewater Impact Fee Revenues		\$ 580,221	\$ 899,983	\$ 2,249,535	\$ 2,250,000	\$ 3,405,000
Expenses						
470-4528-536.46-00	Repair & Maintenance Services	-	-	-	-	100,000
470-4528-536.61-00	Land	-	75,324	-	-	-
470-4540-536.49-00	Other Charges/Obligations	5,364	5,637	6,349	-	-
470-4540-536.63-00	Improve Other Than Bldg	-	-	-	-	2,305,000
470-4540-536.64-00	Machinery & Equipment	-	-	-	1,550,000	-
470-7979-536.59-99	Depreciation Expense	10,200	9,989	10,257	-	-
470-7979-536.69-99	Fixed Assets Capitalized	-	(75,324)	-	-	-
470-7979-581.91-45	W/S Utility Fund	-	920,000	700,000	700,000	1,000,000
470-7979-590.99-90	Additions to Reserve	-	-	-	-	-
Total Wastewater Impact Fee Expenditures		\$ 15,564	\$ 935,626	\$ 716,606	\$ 2,250,000	\$ 3,405,000

RECREATION DEPARTMENT



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	2017 Actual	2018 Actual	2019 Budget	2020 Budget
Salaries	\$ 2,290,871	\$ 2,324,349	\$ 2,480,224	\$ 2,587,279
Benefits	805,265	859,354	1,107,628	1,278,244
Operating	1,246,369	1,444,666	1,397,351	1,602,240
Supplies	322,432	338,336	353,132	393,799
Capital	-	-	-	-
Total	\$ 4,664,937	\$ 4,966,704	\$ 5,338,335	\$ 5,861,562

Funding Source				
General Fund	\$ 4,664,937	\$ 4,966,704	\$ 5,338,335	\$ 5,861,562
Total	\$ 4,664,937	\$ 4,966,704	\$ 5,338,335	\$ 5,861,562

Recreation Department as a percentage of General Fund

11.7%



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	2017 Actual	2018 Actual	2019 Budget	2020 Budget
Salaries	\$ 533,363	\$ 547,006	\$ 587,284	\$ 575,450
Benefits	198,524	188,881	237,889	274,819
Operating	198,471	204,643	219,525	227,364
Supplies	51,554	50,067	64,215	65,259
Capital	-	-	-	-
Total	\$ 981,912	\$ 990,598	\$ 1,108,913	\$ 1,142,892

Funding Source				
General Fund	\$ 981,912	\$ 990,598	\$ 1,108,913	\$ 1,142,892
Total	\$ 981,912	\$ 990,598	\$ 1,108,913	\$ 1,142,892

Our Accomplishments in 2018-19

- ❖ Recreation continues to organize and promote the largest holiday Special events in the region.
- ❖ Completed conversion of Tennis courts to Pickleball courts in multiple parks.
- ❖ Coordinated the dedication ceremony for the Tim Raines Sports Complex.
- ❖ Added new youth summer baseball camps at Chase Park.
- ❖ Dedicated Derby Park to Mike Kirby Park honoring his work in the City of Sanford.
- ❖ Hosted racing legend AJ Foyt during filming of a national commercial at Derby Park.
- ❖ Hosted the National Chairman of Soap Box Derby Racing.

Goals and Objectives for 2019-20

- ❖ Continue to expand attendance at events, with focus on the City Sponsored events.
- ❖ Focus on safety at the events with minimal impact to guests.
- ❖ Continue our expansion into social media to promote recreation programs and events.

- ❖ Focus on reaching the many new residences in Sanford and surrounding areas to increase awareness of our services, programs, events and facilities.
- ❖ Host the Vietnam Traveling Memorial Wall.
- ❖ Assess the need and feasibility of a special needs Recreation Program.
- ❖ Improve access to program and facility information through better on-line registration and application software.

RECREATION - RECREATION DIVISION				
Performance Measures				
Activity	Actual 2016-2017	Actual 2017-2018	Expected 2018-2019	Proposed 2019-2020
Economic Impact from Guests Attending Events	13,966,987	14,266,824	13,000,000	13,000,000
Total Volunteer Hours	14,266,824	12,310	13,000	5,500

Authorized Positions

Full Time Equivalents	Grade	Funded 2018	Funded 2019	+/-	Funded 2020	Authorized & Unfunded
Recreation						
Recreation Director	431	1.00	1.00	-	1.00	-
Recreation Manager	423	1.00	1.00	-	1.00	-
Recreation Supervisor	412	4.00	3.00	-	3.00	-
Special Events Coordinator	417	-	1.00	-	1.00	-
Special Event Supervisor	412	-	-	-	-	1.00
Administrative Specialist III	412	1.00	1.00	-	1.00	-
Administrative Specialist I	406	0.50	0.50	-	0.50	-
Administrative Specialist II	409	1.00	1.00	-	1.00	-
Maintenance Worker	304	-	-	-	-	1.00
Recreation Leader (Part-Time)	401	2.45	2.45	-	2.45	0.55
Total Full Time Equivalents		10.95	10.95	-	10.95	2.55

Recreation						
Account	Description	2016 Actual	2017 Actual	2018 Actual	2019 Budget	2020 Final Budget
Personnel						
001-5501-572.12-00	Regular Salaries & Wages	442,770	460,903	478,132	473,830	472,218
001-5501-572.12-02	Regular Salaries - Additional Pays	10,938	11,000	11,000	13,964	13,964
001-5501-572.12-06	Reg Salaries - Opt Out Health Insurance	-	100	200	-	-
001-5501-572.13-00	Part Time Wages	49,691	43,215	39,384	68,760	69,268
001-5501-572.14-00	Overtime	8,737	18,145	18,290	30,730	20,000
001-5501-572.21-00	FICA/Medicare Taxes	38,050	39,395	40,138	45,055	44,149
001-5501-572.22-01	Retirement Contributions - FRS	42,179	57,411	48,472	55,175	69,170
001-5501-572.23-00	Medical Insurance	46,762	91,702	89,671	118,392	145,441
001-5501-572.23-02	Medical Insurance - Life & ST Disability	2,660	2,947	3,023	2,922	2,907
001-5501-572.24-00	Worker's Compensation	6,931	7,069	7,577	16,345	13,152
	Subtotal Personnel Services	648,718	731,887	735,887	825,173	850,269
Operating						
001-5501-572.34-00	Other Contractual Services	30,867	27,187	30,112	36,825	32,000
001-5501-572.40-00	Travel & Per Diem	-	1,486	2,539	3,382	4,282
001-5501-572.41-00	Communications Services	3,999	4,420	4,290	4,490	3,802
001-5501-572.42-00	Postage & Transportation	271	1,054	294	1,100	500
001-5501-572.44-00	Rentals & Leases	11,750	7,648	8,385	13,435	10,435
001-5501-572.45-01	Insurance - Operating Liability	54,527	59,572	48,383	43,108	46,135
001-5501-572.45-02	Insurance - Auto Liability	-	1,490	1,749	552	702
001-5501-572.46-00	Repair & Maintenance Services	1,956	1,068	3,335	3,000	8,500
001-5501-572.47-00	Printing & Binding	2,613	3,221	3,448	3,350	4,700
001-5501-572.48-00	Promotional Activities	80,799	84,904	96,319	103,000	108,300
001-5501-572.49-00	Other Charges/Obligations	6,412	6,421	5,789	7,283	8,008
001-5501-572.51-00	Office Supplies	2,457	1,992	1,855	2,500	2,500
001-5501-572.52-00	Operating Supplies	41,164	46,509	45,175	57,600	57,600
001-5501-572.52-05	Operating Supplies - Uniforms	1,073	653	890	1,100	1,100
001-5501-572.54-01	Books/Pubs/Subsc/Memb - Prof Dues	650	900	698	1,445	2,034
001-5501-572.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	-	1,500	1,450	1,570	2,025
	Subtotal Operating	238,538	250,025	254,711	283,740	292,623
Total Recreation		\$ 887,256	\$ 981,912	\$ 990,598	\$ 1,108,913	\$ 1,142,892

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
- Monroe Hall

Summary

Expenditures	2017 Actual	2018 Actual	2019 Budget	2020 Budget
Salaries	\$ 671,653	\$ 703,296	\$ 730,513	\$ 809,996
Benefits	203,551	227,389	317,915	413,402
Operating	315,944	465,557	364,693	370,289
Supplies	122,117	119,115	138,883	173,583
Capital	-	-	-	-
Total	\$ 1,313,265	\$ 1,515,357	\$ 1,552,004	\$ 1,767,270

Funding Source				
General Fund	\$ 1,313,265	\$ 1,515,357	\$ 1,552,004	\$ 1,767,270
Total	\$ 1,313,265	\$ 1,515,357	\$ 1,552,004	\$ 1,767,270

Our Accomplishments in 2018-19

- ❖ Took over operation of Monroe Hall.
- ❖ Hosted Major League Hall of Famer at both the Sanford Memorial Stadium for 2019 Baseball Opening Day and a meet and greet at the Sanford Museum.
- ❖ Held "Hate You Give" movie presentation and community discussion.
- ❖ Hosted "Hooping for Community Unity" at the Westside Community Center.
- ❖ Memorial Stadium has become the most desirable site for district high school baseball and again hosted the Seminole High School District Tournament.

- ❖ Memorial Stadium became the home of the Crooms High School baseball team.
- ❖ Memorial Stadium is the first facility to host two Florida Collegiate League teams.

Goals and Objectives for 2019-20

- ❖ Focus on reaching the many new residences in Sanford and surrounding areas to make them aware of our services, programs, events and facilities.
- ❖ Continue implementation of Civic Rec computer program to provide on-line registrations and payments for programs and facility rentals.
- ❖ Maximize facility use through additional online marketing tools.
- ❖ Increase awareness of game schedules and facility availability through better online calendar promotion.

RECREATION - SPECIAL FACILITIES				
Performance Measures				
Activity	Actual 2016-2017	Actual 2017-2018	Expected 2018-2019	Proposed 2019-2020
Economic Impact from Guests Attending Events	33,853	19,994	30,000	30,000
Total Volunteer Hours	230	235	250	250
Research Requests Received	321	314	300	300

Authorized Positions

Full Time Equivalents	Grade	Funded 2018	Funded 2019	+/-	Funded 2020	Authorized & Unfunded
Recreation - Special Facilities						
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	1.00	3.00	-
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	1.00	3.75	0.25
Total Full Time Equivalents		18.75	18.75	2.00	20.75	2.25

Recreation Special Facilities

Account	Description	2016 Actual	2017 Actual	2018 Actual	2019 Budget	2020 Final Budget
Personnel						
001-5502-575.12-00	Regular Salaries & Wages	473,647	469,400	481,172	513,694	588,690
001-5502-575.12-02	Regular Salaries - Additional Pays	7,977	8,400	8,400	8,400	8,400
001-5502-575.12-06	Reg Salaries - Opt Out Health Insurance	2,406	5,600	8,500	2,400	2,400
001-5502-575.13-00	Part Time Wages	137,672	133,374	145,955	159,215	148,506
001-5502-575.14-00	Overtime	35,002	54,879	59,269	46,804	62,000
001-5502-575.21-00	FICA/Medicare Taxes	49,358	50,068	52,609	56,056	62,147
001-5502-575.22-01	Retirement Contributions - FRS	48,411	52,575	57,461	62,050	78,588
001-5502-575.23-00	Medical Insurance	84,828	84,089	98,209	165,749	241,343
001-5502-575.23-02	Medical Insurance - Life & ST Disability	2,999	3,254	3,438	3,840	4,134
001-5502-575.24-00	Worker's Compensation	13,115	13,565	15,672	30,220	27,190
	Subtotal Personnel Services	855,415	875,204	930,685	1,048,428	1,223,398
Operating						
001-5502-575.34-00	Other Contractual Services	19,073	28,953	23,898	23,294	22,148
001-5502-575.40-00	Travel & Per Diem	-	-	(23)	200	200
001-5502-575.41-00	Communications Services	6,035	7,556	8,552	7,603	11,286
001-5502-575.43-00	Utility Services	187,176	166,965	169,122	189,945	170,400
001-5502-575.44-00	Rentals & Leases	13,233	13,192	11,287	13,835	12,268
001-5502-575.45-01	Insurance - Operating Liability	11,995	12,444	15,900	15,029	15,742
001-5502-575.45-02	Insurance - Auto Liability	2,108	118	138	130	166
001-5502-575.46-00	Repair & Maintenance Services	74,868	78,544	225,499	102,757	126,329
001-5502-575.47-00	Printing & Binding	443	767	573	900	750
001-5502-575.48-00	Promotional Activities	10,830	7,405	10,489	11,000	11,000
001-5502-575.49-00	Other Charges/Obligations	1,821	888	284	1,183	783
001-5502-575.51-00	Office Supplies	1,585	2,139	2,662	2,200	2,800
001-5502-575.52-00	Operating Supplies	93,885	103,722	99,388	119,000	150,500
001-5502-575.52-01	Operating Supplies - Gasoline/Diesel/Lubric	11,551	11,398	13,346	12,000	15,000
001-5502-575.52-05	Operating Supplies - Uniforms	3,148	3,970	3,434	4,500	4,500
	Subtotal Operating	437,751	438,061	584,672	503,576	543,872
Total Recreation Special Facilities		\$ 1,293,166	\$ 1,313,265	\$ 1,515,357	\$ 1,552,004	\$ 1,767,270

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 75 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	2017 Actual	2018 Actual	2019 Budget	2020 Budget
Salaries	\$ 971,694	\$ 965,959	\$ 1,041,251	\$ 1,075,383
Benefits	369,114	401,599	491,425	526,242
Operating	713,400	754,841	793,613	980,923
Supplies	146,403	164,879	143,895	148,915
Capital	-	-	-	-
Total	\$ 2,200,611	\$ 2,287,277	\$ 2,470,184	\$ 2,731,463

Funding Source				
General Fund	\$ 2,200,611	\$ 2,287,277	\$ 2,470,184	\$ 2,731,463
Total	\$ 2,200,611	\$ 2,287,277	\$ 2,470,184	\$ 2,731,463

Our Accomplishments in 2018-19

- ❖ Completed repairs at Ft. Mellon Splash Pad.
- ❖ Completed a rehab at Lee P. Moore Park with donations and City funding.
- ❖ Replaced the pavilion roof at Bentley-Wilson Park.
- ❖ Installed a new fountain in Lake Corolla.
- ❖ Replaced/Installed 3 park and facility I.D. signs.
- ❖ Installed new playgrounds and amenities at Bay Avenue and Magnolia Avenue parks.

Goals and Objectives for 2019-20

- ❖ Demolition of the old pavilion at Starke Park.
- ❖ Complete City Hall landscape improvements.
- ❖ Replace pavilion at Groveview Park.
- ❖ Rehab restrooms at Lee P. Moore Park.
- ❖ Replace benches and trash receptacles on 1st Street.

RECREATION - PARKS AND GROUNDS				
Performance Measures				
Activity	Actual 2016-2017	Actual 2017-2018	Expected 2018-2019	Proposed 2019-2020
Acres Maintained	263	275	275	287
Acres Contracted	101	138	138	138
Acres In-House	162	137	137	137
Work Orders Generated	580	234	600	550
Work Orders Completed	550	230	550	500
Special Events	75	78	75	75

Authorized Positions

Full Time Equivalents	Grade	Funded 2018	Funded 2019	+/-	Funded 2020	Authorized & Unfunded
Public Works - Parks and Grounds Operations						
Operations Manager	422	1.00	1.00	-	1.00	-
Project Manager **	423	0.70	-	-	-	-
Operations Superintendent	419	1.00	1.00	-	1.00	-
Urban Forester	416	1.00	1.00	-	1.00	-
Crew Leader	414	2.00	2.00	-	2.00	1.00
Spray Technician	312	2.00	2.00	-	2.00	-
Irrigation Technician	311	2.00	2.00	-	2.00	-
Park Ranger	309	3.00	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	3.00	3.00	-	3.00	1.00
Maintenance Worker	304	8.50	8.50	-	8.50	1.00
Recreation Activity Leader (part-time)	401	1.00	1.00	-	1.00	-
Total Full Time Equivalents		27.20	26.50	-	26.50	4.00

**Split between funds or departments/divisions

Parks and Grounds						
Account	Description	2016 Actual	2017 Actual	2018 Actual	2019 Budget	2020 Final Budget
Personnel						
001-5508-572.12-00	Regular Salaries & Wages	919,098	909,815	876,785	925,492	959,137
001-5508-572.12-02	Regular Salaries - Additional Pays	12,058	12,577	12,000	23,461	23,461
001-5508-572.12-06	Reg Salaries - Opt Out Health Insurance	4,211	3,600	3,600	4,692	2,346
001-5508-572.13-10	Other Salaries & Wages - Part Time	14,340	14,571	17,413	57,401	31,789
001-5508-572.14-00	Overtime	21,894	31,131	56,160	30,205	58,650
001-5508-572.21-00	FICA/Medicare Taxes	72,234	71,300	70,861	79,867	82,480
001-5508-572.22-01	Retirement Contributions - FRS	71,072	76,614	79,597	88,666	97,194
001-5508-572.23-00	Medical Insurance	150,715	193,094	224,643	266,175	297,995
001-5508-572.23-02	Medical Insurance - Life & ST Disability	4,461	4,688	5,190	4,949	5,134
001-5508-572.24-00	Worker's Compensation	22,929	23,418	21,308	51,768	43,439
001-5508-572.25-00	Unemployment Compensation	(52)	-	-	-	-
	Subtotal Personnel Services	1,292,960	1,340,808	1,367,558	1,532,676	1,601,625
Operating						
001-5508-572.31-00	Professional Services	27,569	13,500	18,546	27,000	27,000
001-5508-572.34-00	Other Contractual Services	1,186	2,680	4,008	2,118	2,119
001-5508-572.40-00	Travel & Per Diem	149	65	387	450	450
001-5508-572.41-00	Communications Services	13,611	12,945	14,569	14,880	10,216
001-5508-572.42-00	Postage & Transportation	396	496	333	550	550
001-5508-572.43-00	Utility Services	245,918	247,823	237,878	248,322	248,322
001-5508-572.44-00	Rentals & Leases	7,261	4,203	8,000	8,293	8,293
001-5508-572.45-01	Insurance - Operating Liability	42,261	73,523	80,327	84,236	90,308
001-5508-572.45-02	Insurance - Auto Liability	11,143	11,175	13,856	6,697	8,803
001-5508-572.46-00	Repair & Maintenance Services	259,899	337,218	360,560	386,752	568,512
001-5508-572.47-00	Printing & Binding	481	1,264	898	1,300	1,300
001-5508-572.48-00	Promotional Activities	3,969	3,884	11,346	8,275	10,275
001-5508-572.49-00	Other Charges/Obligations	2,778	4,624	4,133	4,740	4,775
001-5508-572.51-00	Office Supplies	2,496	1,164	1,539	1,500	1,500
001-5508-572.52-00	Operating Supplies	81,105	98,930	111,060	87,750	92,300
001-5508-572.52-01	Operating Supplies - Gasoline/Diesel/Lubric	29,025	33,975	39,260	36,500	36,500
001-5508-572.52-05	Operating Supplies - Uniforms	8,837	8,274	9,407	9,750	9,750
001-5508-572.54-01	Books/Pubs/Subsc/Memb - Prof Dues	1,194	674	694	735	905
001-5508-572.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	1,618	2,886	2,919	7,160	7,460
001-5508-572.54-03	Books/Pubs/Subsc/Memb - Subscriptions	-	500	-	500	500
	Subtotal Operating	740,896	859,803	919,720	937,508	1,129,838
Total Parks and Grounds		\$ 2,033,856	\$ 2,200,611	\$ 2,287,277	\$ 2,470,184	\$ 2,731,463

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

Expenditures	2017 Actual	2018 Actual	2019 Budget	2020 Budget
Salaries	\$ 114,161	\$ 108,089	\$ 121,176	\$ 126,450
Benefits	34,076	41,484	60,399	63,781
Operating	18,554	19,625	19,520	23,664
Supplies	2,358	4,275	6,139	6,042
Capital	-	-	-	-
Total	\$ 169,149	\$ 173,473	\$ 207,234	\$ 219,937

Funding Source				
General Fund	\$ 169,149	\$ 173,473	\$ 207,234	\$ 219,937
Total	\$ 169,149	\$ 173,473	\$ 207,234	\$ 219,937

Our Accomplishments in 2018-19

- ❖ Multiple Airings of Central Florida Road Trip on WUCF have occurred which contained significant information provided by Museum.
- ❖ Numerous presentations for Merchant Mixers occurred.
- ❖ Coordinated the Smith Barroom Challenge as a fundraiser for the Museum.
- ❖ Created the Gothic Sanford lecture series.
- ❖ Hosted successful after hours events at the Museum.
- ❖ Worked with educators to study and promote the letters and documents of General Sanford.

Goals and Objectives for 2019-20

- ❖ Major research continues for the 100 year Anniversary of Women's Suffrage occurring in 2020.

- ❖ Continuing work with a cryptographer to decipher Henry Sanford's coded letters and telegrams.
- ❖ Continuing project to transfer of Sanford's paper to acid free storage.
- ❖ Creating and participating in quarterly outreach events with Board Members.
- ❖ Participating in speaking engagements to help promote the Museum to civic and philanthropic organizations.
- ❖ Continue to promote the availability of General Sanford's papers.
- ❖ Expand the Gothic Sanford lecture series.

RECREATION - MUSEUM				
Performance Measures				
Activity	Actual 2016-2017	Actual 2017-2018	Expected 2018-2019	Proposed 2019-2020
Economic Impact on Guests Attending Events	33,853	19,994	30,000	30,000
Total Volunteer Hours	230	235	250	250
Research Requests Received	321	314	300	300

Authorized Positions

Full Time Equivalent	Grade	Funded 2018	Funded 2019	+/-	Funded 2020	Authorized & Unfunded
Recreation - Museum						
Museum Curator	416	1.00	1.00	-	1.00	-
Museum Assistant	408	1.00	1.00	-	1.00	-
Docent (Part-Time)	401	1.10	1.10	-	1.10	-
Total Full Time Equivalent		3.10	3.10	-	3.10	-

Recreation Museum

Account	Description	2016 Actual	2017 Actual	2018 Actual	2019 Budget	2020 Final Budget
Personnel						
001-5052-573.12-00	Regular Salaries & Wages	90,496	94,800	92,094	93,784	96,597
001-5052-573.12-06	Reg Salaries - Opt Out Health Insurance	1,400	2,400	2,400	3,600	3,600
001-5052-573.13-00	Part Time Wages	17,929	16,961	13,596	23,792	26,253
001-5052-573.14-00	Overtime	-	-	-	917	-
001-5052-573.21-00	FICA/Medicare Taxes	8,098	8,361	7,782	9,370	9,705
001-5052-573.22-01	Retirement Contributions - FRS	7,527	8,941	11,670	13,651	15,036
001-5052-573.23-00	Medical Insurance	15,482	16,009	21,225	35,518	38,107
001-5052-573.23-02	Medical Insurance - Life & ST Disability	538	634	681	668	701
001-5052-573.24-00	Worker's Compensation	120	131	125	275	232
Subtotal Personnel Services		141,590	148,237	149,573	181,575	190,231
Operating						
001-5052-573.34-00	Other Contractual Services	2,154	858	1,094	858	236
001-5052-573.41-00	Communications Services	1,024	795	808	820	844
001-5052-573.43-00	Utility Services	10,218	11,125	10,655	11,300	10,750
001-5052-573.45-01	Insurance - Operating Liability	2,342	3,664	2,934	2,907	2,931
001-5052-573.46-00	Repair & Maintenance Services	2,145	2,112	4,133	3,435	6,203
001-5052-573.47-00	Printing & Binding	-	-	-	200	200
001-5052-573.48-00	Promotional Activities	-	-	-	-	2,500
001-5052-573.49-00	Other Charges/Obligations	11	-	-	-	-
001-5052-573.51-00	Office Supplies	1,262	421	1,146	1,500	1,500
001-5052-573.52-00	Operating Supplies	1,670	1,634	2,645	3,250	3,250
001-5052-573.52-05	Operating Supplies - Uniforms	-	38	-	-	-
001-5052-573.54-01	Books/Pubs/Subsc/Memb - Prof Dues	265	265	268	515	518
001-5052-573.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	-	-	215	774	774
001-5052-573.54-03	Books/Pubs/Subsc/Memb - Subscriptions	-	-	-	100	-
Subtotal Operating		21,091	20,912	23,899	25,659	29,706
Total Recreation Museum		\$ 162,681	\$ 169,149	\$ 173,473	\$ 207,234	\$ 219,937

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	\$ 36,974	\$ 20,691	\$ -	\$ -	\$ -
Revenues					
Taxes					
Property (Ad Valorem)	\$ -	\$ -	\$ -	\$ -	\$ -
Sales and Use Tax	-	-	-	1,239,202	-
Permits, Impact Fees, Assessments	-	-	-	-	153,820
Intergovernmental	-	26,000	1,299,654	-	-
Charges for Services	-	-	-	-	-
Fines and Forfeitures	6,850	-	-	-	-
Other Revenues	1,176	1,363	-	29,306	33,502
Total Revenues	8,026	27,363	1,299,654	1,268,508	187,322
Total Revenues, Transfers, and Balances	\$ 45,000	\$ 48,054	\$ 1,299,654	\$ 1,268,508	\$ 187,322
Expenditures					
General Government	\$ -	\$ -	\$ -	\$ -	\$ -
Public Safety	45,000	37,100	-	-	-
Physical Environment	-	-	-	-	-
Transportation	-	-	-	1,216,364	-
Economic Environment	-	-	-	-	-
Human Services	-	-	1,299,654	-	-
Culture and Recreation	-	-	-	-	146,215
Total Expenditures	45,000	37,100	1,299,654	1,216,364	146,215
Transfers Out	-	-	-	-	-
Total Expenditures and Other Uses	45,000	37,100	1,299,654	1,216,364	146,215
Total Revenue Over/(Under) Expenditure	-	10,954	-	52,144	41,107
Total Appropriations and Reserves	\$ 45,000	\$ 48,054	\$ 1,299,654	\$ 1,268,508	\$ 187,322

**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	\$ 270,971	\$ 134,087	\$ 8,559	\$ -	\$ 98,249	\$ 569,531
Revenues						
Taxes						
Property (Ad Valorem)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Sales and Use Tax	-	-	-	3,820,682	-	5,059,884
Permits, Impact Fees, Assessments	69,705	69,599	2,089,819	-	-	2,382,943
Intergovernmental	-	-	-	-	-	1,325,654
Charges for Services	-	-	-	-	53,478	53,478
Fines and Forfeitures	-	-	-	-	-	6,850
Other Revenues	19,324	9,832	146,576	139,562	-	380,641
Total Revenues	89,029	79,431	2,236,395	3,960,244	53,478	9,209,450
Total Revenues, Transfers, and Balances	\$ 360,000	\$ 213,518	\$ 2,244,954	\$ 3,960,244	\$ 151,727	\$ 9,778,981
Expenditures						
General Government	\$ -	\$ -	\$ 1,692,094	\$ -	\$ -	\$ 1,692,094
Public Safety	360,000	213,518	-	-	-	655,618
Physical Environment	-	-	-	-	151,727	151,727
Transportation	-	-	-	3,410,499	-	4,626,863
Economic Environment	-	-	-	-	-	-
Human Services	-	-	-	-	-	1,299,654
Culture and Recreation	-	-	-	-	-	146,215
Total Expenditures	360,000	213,518	1,692,094	3,410,499	151,727	8,572,171
Transfers Out	-	-	-	-	-	-
Total Expenditures and Other Uses	360,000	213,518	1,692,094	3,410,499	151,727	8,572,171
Total Revenue Over/(Under) Expenditure	-	-	552,860	549,745	-	1,206,810
Total Appropriations and Reserves	\$ 360,000	\$ 213,518	\$ 2,244,954	\$ 3,960,244	\$ 151,727	\$ 9,778,981

Special Revenue Funds

Revenue and Expenditures

Police Training (2nd Dollar Fund)					
	2016 <i>Actual</i>	2017 <i>Actual</i>	2018 <i>Actual</i>	2019 <i>Budget</i>	2020 Final <i>Budget</i>
Judgements and Fines	\$ 12,847	\$ 12,041	\$ 13,240	\$ 13,000	\$ 6,850
Interest	368	191	643	300	1,176
Use of Fund Balance	-	-	-	13,700	36,974
Total Revenues	\$ 13,215	\$ 12,232	\$ 13,883	\$ 27,000	\$ 45,000
Travel	\$ 11,914	\$ 1,131	\$ -	\$ 27,000	\$ 45,000
Training	173	41	55	-	-
Additions to Fund Balance	-	-	-	-	-
Total Expenditures	\$ 12,087	\$ 1,172	\$ 55	\$ 27,000	\$ 45,000

Police Trust Fund					
	2016 <i>Actual</i>	2017 <i>Actual</i>	2018 <i>Actual</i>	2019 <i>Budget</i>	2020 Final <i>Budget</i>
Grants	\$ 9,736	\$ 1,610	\$ 3,750	-	-
Confiscations and Forfeits	44,551	99,409	27,361	11,000	26,000
Interest	1,935	546	1,361	250	1,363
Disposition of Assets	-	-	1,780	-	-
Contributions	-	-	-	-	-
Use of Fund Balance	-	-	-	34,850	20,691
Total Revenues	\$ 56,222	\$ 101,565	\$ 34,252	\$ 46,100	\$ 48,054
Salary	\$ -	\$ -	\$ -	-	-
Operating	46,346	34,052	32,431	35,000	17,000
Supplies	44,088	46,450	20,774	-	12,500
Capital	-	-	-	-	7,600
Additions to Fund Balance	-	-	-	11,100	10,954
Total Expenditures	\$ 90,434	\$ 80,502	\$ 53,205	\$ 46,100	\$ 48,054

Special Revenue Funds

Revenue and Expenditures

Low Income Home Energy Assistance					
	2016 Actual	2017 Actual	2018 Actual	2019 Budget	2020 Final Budget
Grants	\$ 732,665	\$ 755,836	\$ 634,991	\$ 983,456	\$ 1,299,654
Transfers from General Fun	-	-	-	-	-
Use of Fund Balance	-	-	-	-	-
Total Revenues	\$ 732,665	\$ 755,836	\$ 634,991	\$ 983,456	\$ 1,299,654
Salary	\$ 125,060	\$ 130,124	\$ 144,472	\$ 130,824	\$ 154,801
Benefits	42,036	48,116	60,125	64,870	73,383
Operating	5,101	4,934	5,198	7,070	9,559
Supplies	1,347	643	930	3,650	9,900
Assistance	566,668	536,991	591,076	777,042	1,052,011
Total Expenditures	\$ 740,212	\$ 720,808	\$ 801,801	\$ 983,456	\$ 1,299,654

Streets - Local Option Gas Tax					
	2016 Actual	2017 Actual	2018 Actual	2019 Budget	2020 Final Budget
Tax	\$ 1,162,428	\$ 1,201,680	\$ 1,205,356	\$ 1,249,758	\$ 1,239,202
Interest	12,193	12,225	17,008	5,000	29,306
Use of Fund Balance	-	-	-	-	-
Total Revenues	\$ 1,174,621	\$ 1,213,905	\$ 1,222,364	\$ 1,254,758	\$ 1,268,508
Operating	\$ 1,026,492	\$ 1,661,405	\$ 997,747	\$ 535,000	\$ 615,000
Supplies	81,502	56,353	142,749	105,250	106,377
Capital	620,356	(536,124)	4,470	579,715	494,987
Additions to Fund Balance	-	-	-	34,793	52,144
Total Expenditures	\$ 1,728,350	\$ 1,181,634	\$ 1,144,966	\$ 1,254,758	\$ 1,268,508

Special Revenue Funds

Revenue and Expenditures

Impact Fee Funds					
	2016 <i>Actual</i>	2017 <i>Actual</i>	2018 <i>Actual</i>	2019 <i>Budget</i>	2020 <i>Final</i> <i>Budget</i>
Fees - Recreation	\$ 78,491	\$ 156,584	\$ 777,629	\$ 498,243	\$ 153,820
Fees - Fire	65,908	151,227	292,565	277,000	69,705
Fees - Police	83,479	181,200	344,931	291,000	69,599
Interest	21,677	5,675	34,799	13,500	62,658
Use of Fund Balance	-	-	-	-	405,058
Total Revenues	\$ 249,555	\$ 494,686	\$ 1,449,924	\$ 1,079,743	\$ 760,840
Recreation	\$ 510,256	\$ 58,533	\$ 480,583	-	\$ 146,215
Fire	59,035	1,170	886	35,000	360,000
Police	123,289	52,819	102,778	29,500	213,518
Transfers	-	-	-	-	-
Additions to Fund Balance	18,781	22,446	40,049	1,015,243	41,107
Total Expenditures	\$ 711,361	\$ 134,968	\$ 624,296	\$ 1,079,743	\$ 760,840

Building Inspection					
	2016 <i>Actual</i>	2017 <i>Actual</i>	2018 <i>Actual</i>	2019 <i>Budget</i>	2020 <i>Final</i> <i>Budget</i>
Permit Fees	\$ 736,160	\$ 972,276	\$ 2,144,765	\$ 2,175,000	\$ 1,544,654
Application Fees	307,470	512,466	915,885	1,076,000	484,585
Other	83,556	83,740	125,713	135,300	106,030
Interest	16,278	26,553	52,010	15,030	101,126
Use of Fund Balance	-	-	-	-	8,559
Total Revenues	\$ 1,143,464	\$ 1,595,035	\$ 3,238,373	\$ 3,401,330	\$ 2,244,954
Salary	\$ 566,925	\$ 582,872	\$ 575,001	\$ 693,627	\$ 734,677
Benefits	157,063	160,744	183,976	253,673	271,660
Operating	131,683	167,811	404,951	743,581	601,251
Supplies	31,818	22,355	26,101	40,416	52,506
Capital	-	22,991	57,299	-	32,000
Additions to Fund Balance	-	-	-	1,670,033	552,860
Total	\$ 887,489	\$ 956,773	\$ 1,247,328	\$ 3,401,330	\$ 2,244,954

Special Revenue Funds

Revenue and Expenditures

Streets - 3rd Generation Sales Tax					
	2016 Actual	2017 Actual	2018 Actual	2019 Budget	2020 Final Budget
Tax	\$ 3,280,177	\$ 3,562,188	\$ 3,490,526	\$ 4,071,949	\$ 3,820,682
Interest	28,698	76,354	107,692	59,000	139,562
Use of Fund Balance	-	-	-	-	-
Total Revenues	\$ 3,308,875	\$ 3,638,542	\$ 3,598,218	\$ 4,130,949	\$ 3,960,244
Operating	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	-	-	-	-	-
Capital	144,408	2,474,686	556,495	2,855,182	3,410,499
Additions to Fund Balance	-	-	-	1,275,767	549,745
Total Expenditures	\$ 144,408	\$ 2,474,686	\$ 556,495	\$ 4,130,949	\$ 3,960,244

Cemetery					
	2016 Actual	2017 Actual	2018 Actual	2019 Budget	2020 Final Budget
Cemetery Fees	\$ 66,787	\$ 75,721	\$ 59,033	\$ 82,470	\$ 53,478
Use of Fund Balance	-	-	-	44,783	98,249
Total Revenues	\$ 66,787	\$ 75,721	\$ 59,033	\$ 127,253	\$ 151,727
Operating	\$ 80,528	\$ 105,222	\$ 138,368	\$ 127,253	\$ 135,252
Capital	-	-	-	-	16,475
Transfers	-	-	-	-	-
Additions to Fund Balance	-	-	-	-	-
Total Expenditures	\$ 80,528	\$ 105,222	\$ 138,368	\$ 127,253	\$ 151,727

2nd Dollar Fund

Revenue and Expenditures

<i>Account</i>	<i>Description</i>	<i>2016 Actual</i>	<i>2017 Actual</i>	<i>2018 Actual</i>	<i>2019 Budget</i>	<i>2020 Final Budget</i>
Revenues						
110-0000-351.30-00	Judgements and Fines	12,847	12,041	13,240	13,000	6,850
110-0000-361.10-00	Interest	368	191	643	300	1,176
110-0000-361.30-00	Interest	(9)	79	(148)	-	-
110-0000-361.40-00	Interest	(32)	(16)	(63)	-	-
110-0000-389.98-00	Use of Fund Balance	-	-	-	13,700	36,974
Total 2nd\$ Fund Revenues		\$ 13,174	\$ 12,295	\$ 13,672	\$ 27,000	\$ 45,000

Expenditures

110-2020-521.40-00	Travel & Per Diem	11,914	1,131	-	27,000	45,000
110-2020-521.49-00	Other Charges/Obligations	44	41	55	-	-
110-2020-521.54-01	Books/Pubs/Subscrs/Membs	129	-	-	-	-
110-2020-521.54-02	Books/Pubs/Subscrs/Membs	3,224	1,390	-	-	-
110-2020-521.55-00	Training	-	1,775	-	-	-
110-7979-590.99-90	Additions to Reserve	-	-	-	-	-
Total 2nd\$ Fund Expenditures		\$ 15,311	\$ 4,337	\$ 55	\$ 27,000	\$ 45,000

Law Enforcement Trust Fund

Revenue and Expenditures

Account	Description	2016 Actual	2017 Actual	2018 Actual	2019 Budget	2020 Final Budget
Revenues						
106-0000-351.21-25	Confiscated Property - Justice	31,017	74,101	9,500	-	-
106-0000-361.10-00	Interest	751	496	926	150	409
106-0000-361.30-00	Interest	(99)	(339)	(240)	-	-
106-0000-361.40-00	Interest	(82)	7	(102)	-	-
106-0000-389.98-00	Use of Reserves	-	-	-	34,850	16,591
108-0000-361.10-00	Interest	(12)	(149)	(82)	-	-
108-0000-361.30-00	Interest	(5)	54	35	-	-
108-0000-361.40-00	Interest	(1)	31	15	-	-
108-0000-366.90-00	Misc Donations	345	635	700	-	6,000
108-0000-369.90-00	Misc Donations	9,736	1,610	3,750	-	-
108-0000-381.01-00	Transfers	-	9,382	-	-	-
108-0000-389.98-00	Use of Reserves	-	-	-	-	4,100
111-0000-351.21-26	Confiscated Property - State	13,189	24,673	17,161	11,000	20,000
111-0000-351.22-26	Confiscated Property - State	83	1,169	-	-	-
111-0000-361.10-00	Bank Investment	1,196	199	517	100	954
111-0000-361.30-00	Unrealized Gain (Loss)	(25)	18	(142)	-	-
111-0000-361.40-00	Realized Gain (Loss)	(27)	(41)	(48)	-	-
111-0000-364.41-00	Disposition of Assets	-	-	1,780	-	-
111-0000-389.98-00	Use of Reserves	-	-	-	-	-
Total Law Enforcement Trust Fund Revenues		\$ 56,066	\$ 111,846	\$ 33,771	\$ 46,100	\$ 48,054
Expenditures						
106-2020-521.31-00	Professional Services	504	6,433	-	-	-
106-2020-521.40-00	Travel & Per Diem	28,034	23,827	7,105	35,000	17,000
106-2020-521.49-00	Other Charges/Obligations	(72)	89	81	-	-
106-2020-521.52-00	Operating Supplies	6,765	4,335	-	-	-
106-2020-521.54-01	Books/Pubs/Subscrs/Membs	1,624	-	-	-	-
106-2020-521.54-02	Books/Pubs/Subscrs/Membs	19,756	3,563	-	-	-
106-2020-521.54-03	Books/Pubs/Subscrs/Membs	7,475	18,350	-	-	-
106-2020-521.55-00	Training	5,858	15,453	18,770	-	-
106-2020-521.64-00	Machinery & Equipment	-	2,445	9,500	-	-
108-2020-521.40-00	Travel & Per Diem	2,909	-	-	-	-
108-2020-521.48-00	Promotional Activities	2,762	-	-	-	-
108-2020-521.49-00	Other Charges/Obligations	6,458	-	6,439	-	-
108-2020-521.52-00	Operating Supplies	180	-	69	-	2,500
108-2020-521.54-01	Books/Pubs/Subscrs/Membs	1,370	-	-	-	-
108-2020-521.64-00	Machinery & Equipment	-	-	-	-	7,600
111-2020-521.31-00	PROFESSIONAL SERVICES	-	-	426	-	-
111-2020-521.40-00	Travel & Per Diem	5,554	3,598	18,252	-	-
111-2020-521.48-00	Promotional Activities	-	75	-	-	-
111-2020-521.49-00	Other Charges/Obligations	197	30	128	-	-
111-2020-521.52-00	Operating Supplies	-	-	-	-	10,000
111-2020-521.54-01	Books/Pubs/Subscrs/Membs	-	3,359	460	-	-
111-2020-521.54-02	Books/Pubs/Subscrs/Membs	1,060	1,390	1,475	-	-
111-7979-590.99-90	Additions to Reserves	-	-	-	11,100	10,954
Total Law Enforcement Trust Fund Expenditures		\$ 90,434	\$ 82,947	\$ 62,705	\$ 46,100	\$ 48,054

Low Income Home Energy Assistance Fund

Revenue and Expenditures

Account	Description	2016 Actual	2017 Actual	2018 Actual	2019 Budget	2020 Final Budget
Revenues						
117-0000-331.59-01	Low Income Home Energy Assistance Program	732,665	755,836	634,991	983,456	1,299,654
117-0000-389.98-00	Use of Fund Balance	-	-	-	-	-
Total Low Income Home Energy Assistance Revenues		\$ 732,665	\$ 755,836	\$ 634,991	\$ 983,456	\$ 1,299,654
Expenditures						
117-1104-564.12-00	Regular Salaries & Wages	123,785	128,786	141,832	128,584	135,261
117-1104-564.12-02	Regular Salaries & Wages	1,045	1,040	1,040	2,240	2,240
117-1104-564.14-00	Overtime	230	298	1,600	-	17,300
117-1104-564.21-00	FICA/Medicare Taxes	9,514	9,921	11,019	10,035	11,874
117-1104-564.22-01	Retirement Contributions	13,299	15,864	17,507	15,397	19,198
117-1104-564.23-00	Medical Insurance	18,411	21,379	30,570	38,478	41,283
117-1104-564.23-02	Medical Insurance	664	799	855	656	736
117-1104-564.24-00	Worker's Compensation	148	154	175	304	292
117-1104-564.31-00	Public Assistance/Professional Services	-	194	155	-	-
117-1104-564.40-00	Travel & Per Diem	876	945	957	1,470	1,708
117-1104-564.41-00	Communications Services	922	721	660	900	651
117-1104-564.42-00	Postage & Transportation	235	177	276	900	900
117-1104-564.44-00	Rental & Leases	-	-	-	-	2,500
117-1104-564.46-00	Repairs & Maintenance Services	2,500	2,500	2,500	3,000	3,000
117-1104-564.47-00	Printing & Binding	568	396	650	800	800
117-1104-564.49-00	Other Charges	-	-	100	-	-
117-1104-564.51-00	Office Supplies	1,347	597	754	2,000	3,000
117-1104-564.52-00	Operating Supplies	-	46	176	800	6,000
117-1104-564.54-02	Books/Pubs/Subscrs/Membs	-	450	400	850	900
117-1104-564.86-00	Benefits for LIHEAP	566,668	536,991	591,076	777,042	1,052,011
Total Low Income Home Energy Assistance Expenditures		\$ 740,584	\$ 721,257	\$ 802,300	\$ 983,456	\$ 1,299,654

Local Option Gas Tax Fund

Revenue and Expenditures

Account	Description	2016 Actual	2017 Actual	2018 Actual	2019 Budget	2020 Final Budget
Revenues						
131-0000-312.41-00	Local Option Gas Tax	1,162,428	1,201,680	1,205,356	1,249,758	1,239,202
131-0000-344.90-00	Transportation Revenue Other	66,864	68,871	94,171	-	-
131-0000-361.10-00	Interest	12,193	12,225	17,008	5,000	29,306
131-0000-361.30-00	Interest-Unrealized Gain (Loss)	(187)	(4,631)	(4,395)	-	-
131-0000-361.40-00	Interest - Realized Gain (Loss)	(1,316)	(2,713)	(1,774)	-	-
131-0000-389.98-00	Use of Fund Balance	-	-	-	-	-
Total Local Option Gas Tax Revenues		\$ 1,239,982	\$ 1,275,432	\$ 1,310,365	\$ 1,254,758	\$ 1,268,508
Expenditures						
131-4047-541.34-00	Other Contractual Service	142,905	119,582	126,868	135,000	160,000
131-4047-541.43-00	Utility Services	380,446	407,913	402,581	400,000	440,000
131-4047-541.46-00	Repair & Maintenance Services	-	1,045	4,124	-	15,000
131-4047-541.46-08	Repair & Maintenance Services	503,141	1,132,865	464,174	-	-
131-4047-541.49-00	Other Charges/Obligations	23	3	1,377	-	1,377
131-4047-541.52-00	Operating Supplies	895	-	-	-	-
131-4047-541.53-00	Road Materials & Supplies	80,584	56,350	141,372	105,250	105,000
131-4047-541.63-00	Improve Other Than Building	620,356	(536,124)	4,470	579,715	494,987
131-7979-590.99-90	Addition to Reserves	-	-	-	34,793	52,144
Total Local Option Gas Tax Expenditures		\$ 1,728,350	\$ 1,181,634	\$ 1,144,965	\$ 1,254,758	\$ 1,268,508

Impact Fee Funds

Revenue and Expenditures

Account	Description	2016 Actual	2017 Actual	2018 Actual	2019 Budget	2020 Final Budget
Recreation Revenues						
132-0000-324.61-00	Impact Fees/Residential	78,491	156,584	777,629	498,243	153,820
132-0000-334.70-04	State Grants	17,913	-	31,448	-	-
132-0000-337.34-00	Local Grants/CRA	-	16,028	-	-	-
132-0000-361.10-00	Interest	12,284	7,960	19,829	7,000	33,502
132-0000-361.30-00	Interest-Unrealized Gain (Loss)	(1,214)	(81)	(4,258)	-	-
132-0000-361.40-00	Interest - Realized Gain (Loss)	(1,149)	(1,316)	(1,792)	-	-
132-0000-366.00-00	Donations	20,320	-	-	-	-
132-0000-389.98-00	Use of Fund Balance	-	-	-	-	-
Total Recreation Revenues		\$ 126,645	\$ 179,175	\$ 822,856	\$ 505,243	\$ 187,322

Recreation Expenditures						
132-5058-572.63-00	Improve Other Than Building	348,652	-	-	-	146,215
132-5501-572.52-00	Operating Supplies	-	-	15,080	-	-
132-5501-572.64-00	Machinery & Equipment	-	-	7,688	-	-
132-7979-590.49-00	Other Charges/Obligations	1,528	1,173	1,560	-	-
132-7979-581.91-22	Transfers	76,435	57,360	456,255	-	-
132-7979-581.91-28	Transfers	83,641	-	-	-	-
132-7979-590.99-90	Additions to Reserves	-	-	-	505,243	41,107
Total Recreation Expenditures		\$ 510,256	\$ 58,533	\$ 480,583	\$ 505,243	\$ 187,322

Fire Revenues						
133-0000-324.11-00	Impact Fees/Residential	25,426	49,376	225,265	199,000	53,638
133-0000-324.12-00	Impact Fees/Commercial	40,482	101,851	67,300	78,000	16,067
133-0000-361.10-00	Interest	6,167	1,618	10,391	5,000	19,324
133-0000-361.30-00	Interest-Unrealized Gain (Loss)	(427)	2,811	(2,336)	-	-
133-0000-361.40-00	Interest - Realized Gain (Loss)	(450)	130	(1,011)	-	-
133-0000-389.98-00	Use of Fund Balance	-	-	-	-	270,971
Total Fire Revenues		\$ 71,198	\$ 155,786	\$ 299,609	\$ 282,000	\$ 360,000

Fire Expenditures						
133-3001-522.52-00	Operating Supplies	18,781	22,446	40,049	-	-
133-7979-590.49-00	Other Charges/Obligations	1,439	1,170	886	-	-
133-3001-522.61-00	Land	-	-	-	-	345,000
133-3001-522.64-00	Machinery & Equipment	57,596	-	-	35,000	15,000
133-7979-581.91-20	Transfer to Debt Service Fund	-	-	-	-	-
133-7979-590.99-90	Addition to Reserves	-	-	-	247,000	-
Total Fire Expenditures		\$ 77,816	\$ 23,616	\$ 40,935	\$ 282,000	\$ 360,000

Impact Fee Funds

Revenue and Expenditures

Account	Description	2016 Actual	2017 Actual	2018 Actual	2019 Budget	2020 Final Budget
Police Revenues						
134-0000-324.11-00	Impact Fees/Residential	26,883	54,765	269,830	202,000	52,829
134-0000-324.12-00	Impact Fees/Commercial	56,596	126,435	75,102	89,000	16,770
134-0000-361.10-00	Interest	3,226	(3,904)	4,579	1,500	9,832
134-0000-361.30-00	Interest-Unrealized Gain (Loss)	(130)	4,038	(908)	-	-
134-0000-361.40-00	Interest - Realized Gain (Loss)	(76)	1,417	(351)	-	-
134-0000-364.41-00	Disposition-Fixed Assets/Surplus Furn	2,095	-	5,430	-	-
134-0000-389.98-00	Use of Fund Balance	-	-	-	-	134,087
Total Police Revenues		\$ 88,594	\$ 182,750	\$ 353,681	\$ 292,500	\$ 213,518

Police Expenditures

134-2020-521.52-00	Operating Supplies	82,986	29,197	2,430	3,500	15,971
134-2020-521.64-00	Machinery & Equipment	39,658	22,949	99,965	26,000	197,547
134-7979-590.49-00	Other Charges/Obligations	645	673	383	-	-
134-7979-590.99-00	Addition to Reserves	-	-	-	263,000	-
Total Police Expenditures		\$ 123,289	\$ 52,819	\$ 102,778	\$ 292,500	\$ 213,518

Building Inspection Fund

Revenue and Expenditures

Account	Description	2016 Actual	2017 Actual	2018 Actual	2019 Budget	2020 Final Budget
Revenues						
130-0000-361.10-00	Interest	82	(70)	29	30	151
130-0000-361.30-00	Interest	(9)	83	(4)	-	-
130-0000-361.40-00	Interest	(10)	23	(2)	-	-
130-0000-369.90-05	Misc Rev	1,467	5,225	7,404	3,300	2,010
135-0000-322.01-00	Build Inspection Permit	609,135	809,328	1,878,591	1,900,000	1,363,501
135-0000-322.02-00	Plumbing Inspect Permit	27,295	31,908	73,381	77,000	33,687
135-0000-322.03-00	Electric Inspect Permit	40,091	49,854	77,755	88,000	87,937
135-0000-322.04-00	Mechanical Inspect Permit	59,639	81,186	115,038	110,000	59,529
135-0000-322.06-00	Application Fees	307,470	512,466	915,885	1,076,000	484,585
135-0000-322.07-00	Contractor Registration	7,175	23	(8)	-	-
135-0000-329.01-00	Other License & Miscellaneous	21,714	24,315	33,697	45,000	13,332
135-0000-329.01-01	Other License & Miscellaneous	19,240	23,765	58,132	57,000	47,248
135-0000-329.01-02	Other License & Miscellaneous	-	120	30	-	-
135-0000-331.80-08	FEMA-Federal Grant	-	-	748	-	-
135-0000-334.80-01	FEMA-State Grant	-	-	125	-	-
135-0000-361.10-00	Interest	16,196	26,623	51,981	15,000	100,975
135-0000-361.30-00	Interest	(1,712)	(6,701)	(10,623)	-	-
135-0000-361.40-00	Interest	(1,466)	(5,367)	(4,569)	-	-
135-0000-369.41-00	Reim Claims & Exp	33,960	30,063	26,775	30,000	43,440
135-0000-369.90-00	Misc Rev	-	229	(316)	-	-
130-0000-389.98-00	Use of Fund Balance	-	-	-	-	8,559
135-0000-389.98-00	Use of Fund Balance	-	-	-	-	-
Total Fire - Building Inspection Revenues		\$ 1,140,267	\$ 1,583,073	\$ 3,227,314	\$ 3,401,330	\$ 2,244,954

Building Inspection Fund

Revenue and Expenditures

Account	Description	2016 Actual	2017 Actual	2018 Actual	2019 Budget	2020 Final Budget
Expenditures						
130-1114-524.40-00	Travel & Per Diem	3,350	2,618	-	3,100	3,100
130-1114-524.49-00	Other Charges/Obligations	-	-	2	20	20
130-1114-524.54-01	Books/Pubs/Subscrs/Membs	978	1,080	697	1,060	1,500
130-1114-524.54-02	Books/Pubs/Subscrs/Membs	2,945	3,152	1,271	5,600	5,600
130-1114-524.54-03	Books/Pubs/Subscrs/Membs	-	-	1,381	500	500
135-1114-524.12-00	Regular Salaries & Wages	558,326	567,329	557,158	671,763	699,833
135-1114-524.12-02	Regular Salaries & Wages	5,808	11,086	15,811	19,380	25,880
135-1114-524.12-06	Regular Salaries & Wages	1,393	2,340	385	1,164	1,164
135-1114-524.14-00	Overtime	571	1,382	1,169	-	-
135-1114-524.15-00	Special Pay	827	734	479	1,320	7,800
135-1114-524.21-00	FICA/Medicare Taxes	41,815	43,373	42,149	53,204	56,353
135-1114-524.22-01	Retirement Contributions	37,026	40,275	41,389	64,877	72,158
135-1114-524.23-00	Medical Insurance	68,809	67,313	89,002	120,642	129,436
135-1114-524.23-02	Medical Insurance	3,193	3,579	3,544	3,449	3,628
135-1114-524.24-00	Worker's Compensation	6,220	6,203	5,944	11,501	10,085
135-1114-524.31-00	Professional Services	7,999	78	12,852	3,000	3,000
135-1114-524.34-00	Other Contractual Service	-	36,178	141,862	560,000	380,000
135-1114-524.34-12	Other Contractual Service	75,693	75,693	94,648	94,648	114,295
135-1114-524.40-00	Travel & Per Diem	-	57	1,009	-	3,000
135-1114-524.41-00	Communications Services	6,822	9,548	7,870	9,238	7,762
135-1114-524.42-00	Postage & Transportation	641	357	954	50	50
135-1114-524.44-00	Rentals & Leases	4,429	4,781	4,592	15,913	30,913
135-1114-524.45-01	Insurance	2,623	3,212	4,597	3,613	3,988
135-1114-524.45-02	Insurance	1,917	2,070	2,429	1,251	1,975
135-1114-524.46-00	Repair & Maintenance Services	15,979	14,490	89,530	32,840	33,240
135-1114-524.47-00	Printing & Binding	1,911	599	2,020	1,608	1,608
135-1114-524.48-00	Promotional	-	-	-	300	300
135-1114-524.49-00	Other Charges/Obligations	10,319	18,130	42,585	18,000	18,000
135-1114-524.51-00	Office Supplies	1,591	1,962	4,059	2,500	2,500
135-1114-524.52-00	Operating Supplies	16,084	4,602	3,010	13,500	14,000
135-1114-524.52-01	Operating Supplies	8,897	9,503	8,513	12,556	12,556
135-1114-524.52-05	Operating Supplies	1,177	1,261	2,307	2,500	4,500
135-1114-524.54-01	Books/Pubs/Subscrs/Membs	-	-	159	-	1,500
135-1114-524.54-02	Books/Pubs/Subscrs/Membs	146	752	696	-	5,450
135-1114-524.54-03	Books/Pubs/Subscrs/Membs	-	44	4,008	2,200	4,400
135-1114-524.64-00	Machinery & Equipment	-	22,991	57,299	-	32,000
135-7979-590.99-90	Addition to Reserves	-	-	-	1,670,033	552,860
Total Fire - Building Inspection Expenditures		\$ 887,489	\$ 956,773	\$ 1,247,328	\$ 3,401,330	\$ 2,244,954

3rd Generation Fund

Revenue and Expenditures

Account	Description	2016 Actual	2017 Actual	2018 Actual	2019 Budget	2020 Final Budget
Revenues						
138-0000-312.62-00	3rd Generation Sales Tax	3,280,177	3,562,188	3,490,526	4,071,949	3,820,682
138-0000-334.70-04	Gant	-	-	81,335	-	-
138-0000-343.90-00	Gant	-	-	350	-	-
138-0000-361.10-00	Interest	32,179	83,329	107,851	59,000	139,562
138-0000-361.30-00	Interest-Unrealized Gain (Loss)	2,239	(1,247)	2,303	-	-
138-0000-361.40-00	Interest - Realized Gain (Loss)	(5,720)	(5,728)	(2,462)	-	-
138-0000-389.98-00	Use of Fund Balance	-	-	-	-	-
Total Streets - 3rd Generation Sales Tax Revenues		\$ 3,308,875	\$ 3,638,542	\$ 3,679,902	\$ 4,130,949	\$ 3,960,244

Expenditures

138-4047-541.46-08	Repairs & Maint	51,212	453,437	325,325	-	325,325
138-4047-541.49-00	Other Charges/Obligations	4,425	10,165	8,432	-	8,432
138-4047-541.63-00	Improv Other Than Bldgs	-	641,830	158,256	-	8,739
138-4047-541.63-01	Road Improvements	-	-	-	1,332,833	1,250,000
138-4047-541.63-84	Traffic Calming	-	-	-	-	45,000
138-4047-541.63-86	Sidewalks	8,425	-	90,382	1,258,304	500,000
138-4047-541.63-87	Circulation Improvements	-	18,022	-	229,604	229,604
138-4047-541.63-90	Improve Other Than Building	135,983	2,456,664	466,113	34,441	1,043,399
138-7979-590.99-90	Addition to Reserves	-	-	-	1,275,767	549,745
Total Streets - 3rd Generation Sales Tax Expenditures		\$ 200,045	\$ 3,580,117	\$ 1,048,508	\$ 4,130,949	\$ 3,960,244

Cemetery Fund

Revenue and Expenditures

Account	Description	2016 Actual	2017 Actual	2018 Actual	2019 Budget	2020 Final Budget
Revenues						
630-0000-343.80-01	Cemetery Fees	27,750	34,900	25,100	37,370	24,700
630-0000-361.10-00	Interest	4,534	2,253	2,990	1,500	1,028
630-0000-361.30-00	Interest - Unrealized	(265)	(19)	(891)	-	-
630-0000-361.40-00	Interest - Realized	(282)	(388)	(366)	-	-
630-0000-364.10-00	Disposition of Assets	35,050	38,975	32,200	43,600	27,750
630-0000-389.98-00	Use of Fund Balance	-	-	-	44,783	98,249
Total Cemetery Revenues		\$ 66,787	\$ 75,721	\$ 59,033	\$ 127,253	\$ 151,727
Expenditures						
630-5508-572.31-00	Professional Services	5,520	349	736	10,000	10,000
630-5508-572.43-00	Utility Services	6,302	10,656	25,632	11,431	11,660
630-5508-572.44-00	Rentals and Leases	-	65	-	-	-
630-5508-572.45-01	Insurance	699	806	822	822	892
630-5508-572.46-00	Repair & Maintenance Services	68,007	93,346	111,178	105,000	112,700
630-5508-572.49-00	Other Charges/Obligations	679	375	296	-	-
630-5508-572.52-00	Operating Supplies	51	-	-	-	-
630-5508-572.64-00	Machinery & Equipment	-	-	-	-	16,475
630-9999-591.99-90	Addition to Reserves	-	-	-	-	-
Total Cemetery Expenditures		\$ 81,258	\$ 105,597	\$ 138,664	\$ 127,253	\$ 151,727



CITY OF
SANFORD
FLORIDA

COMPONENT AND DEBT SERVICE FUNDS

- ❖ COMPONENT AND DEBT SERVICE FUNDS SCHEDULE
- ❖ CRA DOWNTOWN FUND
- ❖ DEBT SERVICE FUND
- ❖ LONG TERM DEBT
- ❖ CAPITAL LEASES
- ❖ PLEDGE REVENUE COVERAGE



CITY OF
SANFORD
FLORIDA

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>	\$ -	\$ -
 <i>Revenues</i>		
Taxes		
Property (Ad Valorem)	\$ 878,930	\$ -
Intergovernmental	615,753	-
Other Revenues	35,241	-
<i>Total Revenues</i>	1,529,924	-
Transfers In	-	1,731,941
Debt Proceeds	-	-
<i>Total Revenues and Other Sources</i>	1,529,924	1,731,941
Total Revenues, Transfers, and Balances	\$ 1,529,924	\$ 1,731,941
 <i>Expenditures</i>		
General Government	\$ -	\$ -
Public Safety	-	1,731,941
Physical Environment	-	-
Transportation	-	-
Economic Environment	749,745	-
Human Services	-	-
Culture and Recreation	-	-
<i>Total Expenditures</i>	749,745	1,731,941
Transfers Out	725,527	-
Other Uses	54,652	-
<i>Total Expenditures and Other Uses</i>	1,529,924	1,731,941
<i>Additions to Reserves (Fund Balance)</i>	-	-
Total Appropriations and Reserves	\$ 1,529,924	\$ 1,731,941

CRA Downtown Fund

Revenue and Expenditures

	2016 Actual	2017 Actual	2018 Actual	2019 Budget	2020 Final Budget
CRA - Downtown					
Tax Increment Proceeds	1,140,955	1,186,633	1,237,480	1,362,880	1,494,683
Interest	17,688	8,701	16,196	6,538	35,241
Use of Fund Balance	-	-	-	65,000	-
Total Revenues	1,158,643	1,195,334	1,253,676	1,434,418	1,529,924
Salary	62,054	185,503	167,737	212,856	213,606
Benefits	23,700	91,753	82,065	117,346	114,908
Operating	261,269	339,686	361,272	328,281	282,634
Supplies	2,431	50,739	4,999	12,600	3,100
Capital	11,844	146,761	572,315	15,208	-
Debt Service	-	-	-	-	-
Grants and Aids	201,804	196,198	34,585	20,000	135,497
Other	-	-	725,527	725,527	780,179
Total	563,102	1,010,640	1,948,501	1,431,818	1,529,924

CRA Downtown Fund

Revenue and Expenditures

Account	Description	2016 Actual	2017 Actual	2018 Actual	2019 Budget	2020 Final Budget
Revenues						
156-0000-311.10-00	Ad Valorem - Current	675,501	703,573	734,024	818,280	878,930
156-0000-311.20-00	Ad Valorem - Delinquent	1,316	-	-	-	-
156-0000-311.30-00	Ad Valorem - Sem County Portion	465,454	483,060	503,456	544,600	615,753
156-0000-319.09-00	Ad Valorem - Penalty	237	-	-	-	-
156-0000-361.10-00	Interest	17,533	15,800	24,341	6,538	35,241
156-0000-361.30-00	Interest - Unrealized Gain (Loss)	1,316	(4,810)	(6,036)	-	-
156-0000-361.40-00	Interest - Realized Gain (Loss)	(1,161)	(2,289)	(2,110)	-	-
156-0000-389.98-00	Use of Reserves	-	-	-	65,000	-
Total CRA - Downtown Revenues		\$ 1,160,196	\$ 1,195,334	\$ 1,253,676	\$ 1,434,418	\$ 1,529,924
Expenditures						
156-0108-552.12-00	Regular Salaries & Wages	59,515	169,689	160,062	194,211	201,868
156-0108-552.12-02	Regular Salaries & Wages	-	2,311	2,036	4,738	4,738
156-0108-552.12-06	Regular Salaries & Wages	-	-	-	-	-
156-0108-552.14-00	Overtime	2,539	13,502	5,640	13,907	7,000
156-0108-552.15-00	Special Pay	-	501	501	500	500
156-0108-552.15-02	Add Pay	-	843	217	600	600
156-0108-552.21-00	FICA/Medicare Taxes	4,781	14,362	12,550	16,388	16,446
156-0108-552.22-01	Retirement Contributions	6,537	5,069	15,589	28,689	22,110
156-0108-552.22-02	Retirement Contributions	-	-	17,085	-	-
156-0108-552.22-06	Retirement Contributions	-	30,417	-	16,918	14,111
156-0108-552.23-00	Medical Insurance	10,289	36,944	32,495	44,753	48,015
156-0108-552.23-02	Life Insurance	341	414	386	729	755
156-0108-552.24-00	Worker's Compensation	1,752	4,548	3,961	9,869	12,371
156-0108-552.31-00	Professional Services	29,006	79,811	69,190	39,493	30,000
156-0108-552.34-00	Other Contractual Services	148,805	160,260	204,730	250,390	210,390
156-0108-552.40-00	Travel & Per Diem	897	-	5,920	3,500	1,500
156-0108-552.42-00	Postage & Transportation	-	36	1	306	106
156-0108-552.45-01	Insurance	-	5,696	6,265	6,328	6,578
156-0108-552.46-00	Repair & Maintenance Services	9,521	7,160	-	-	-
156-0108-552.47-00	Printing & Binding	-	195	-	204	-
156-0108-552.48-00	Promotional Activities	71,859	85,229	73,488	25,000	26,000
156-0108-552.49-00	Other Charges/Obligations	1,181	1,299	1,677	3,060	8,060
156-0108-552.52-00	Operating Supplies	1,686	47,849	3,559	10,100	100
156-0108-552.54-01	Books/Pubs/Subscrs/Membs	745	2,070	1,045	2,500	1,500
156-0108-552.54-02	Books/Pubs/Subscrs/Membs	-	820	395	-	-
156-0108-552.55-00	Training	-	-	3,375	1,500	1,500
156-0108-552.63-00	Improve Other Than Building	11,844	146,761	572,315	15,208	-
156-0108-552.71-00	Debt Service - Principal	-	-	-	-	-
156-0108-552.72-00	Debt Service - Interests	-	-	-	-	-
156-0108-552.81-00	Grants and Aids	201,804	196,198	34,585	20,000	135,497
156-7979-581.91-01	Transfers	-	-	725,527	725,527	725,527
156-9999-591.99-90	Addition to Reserves	-	-	-	-	54,652
Total CRA - Downtown Expenditures		\$ 563,102	\$ 1,011,984	\$ 1,952,594	\$ 1,434,418	\$ 1,529,924

Debt Service Fund

Revenue and Expenditures

<i>Account</i>	<i>Description</i>	<i>2016 Actual</i>	<i>2017 Actual</i>	<i>2018 Actual</i>	<i>2019 Budget</i>	<i>2020 Final Budget</i>
Revenues						
201-0000-361.10-00	Interest	10,396	1,003	11,033	-	-
201-0000-361.30-00	Interest - Unrealized	747	8,669	(1,773)	-	-
201-0000-361.40-00	Interest - Realized	(969)	980	(886)	-	-
201-0000-381.01-04	Transfers - General Fund	1,846,370	1,831,310	1,699,532	1,781,714	1,731,941
201-0000-389.98-00	Use of Fund Balance	-	-	-	-	-
Total Debt Service Revenue		\$ 1,856,544	\$ 1,841,962	\$ 1,707,905	\$ 1,781,714	\$ 1,731,941
Expenditures						
201-2020-521.71-01	Police Vehicle Lease	613,243	516,163	481,237	593,944	550,639
201-2020-521.72-01	Police Vehicle Lease	18,506	17,818	18,206	18,295	14,452
201-3001-522.71-30	Fire Ladder Lease	51,288	51,991	-	-	-
201-3001-522.72-30	Fire Ladder Lease	1,148	444	-	-	-
201-7979-517.71-15	PSC Revenue Bonds Prin	770,000	795,000	820,000	850,000	875,000
201-7979-517.72-15	PSC Revenue Bonds Int	396,988	371,963	346,125	319,475	291,850
201-7979-590.49-00	Other Charges/Obligations	1,300	994	979	-	-
Total Debt Service Expenditures		\$ 1,852,473	\$ 1,754,372	\$ 1,666,546	\$ 1,781,714	\$ 1,731,941

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	
2019	\$ 850,000	\$ 319,475	\$ 1,169,475
2020	875,000	291,850	1,166,850
2021	905,000	263,413	1,168,413
2022	930,000	234,000	1,164,000
2023	965,000	203,775	1,168,775
2024-2028	5,305,000	528,287	5,833,287
	\$9,830,000	\$ 1,840,800	\$ 11,670,800

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 Debt Service
	Principal	Interest	
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
	\$ 7,325,000	\$ 650,739	\$ 7,975,739

Long Term Debt

Bonds, Notes and Loans Payable

The City has revenue bonds and notes outstanding at September 30, 2018. 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 complex	Sales tax revenues	\$ 15,050,000
Capital Leases:			
City National	Police vehicles	N/A	301,310
U.S. Bancorp Government	Police vehicles	N/A	519,235
U.S. Bancorp Government	Police vehicles	N/A	530,500
U.S. Bancorp Government	Police vehicles	N/A	551,292
U.S. Bancorp Government	Police vehicles	N/A	489,200
Total Governmental Activities:			\$ 17,441,537
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 facilities	Net revenues of water and sewer system	7,403,173
WW586250	Sanford south water resource center, Phase I	Net revenues of water and sewer system	19,367,124
DW5906010	Drinking water system improvements	Net revenues of water and sewer system	6,599,510
WW590100	Sewer Restoration of underground pipe and	Net revenues of water and sewer system	2,622,385
WW590101	Sewer Restoration of underground pipe and	Net revenues of water and sewer system	205,020
DW590110	Drinking water system improvements	Net revenues of water and sewer system	455,247
DW590120	AMR Water Replacement and pre-chlorinated	Net revenues of water and sewer system	13,019,481
DW590130	Water Treatment facility rehabilitation	Net revenues of water and sewer system	986,973
DW590131	Biological nutrient removal improvements	Net revenues of water and sewer system	18,395,032
WW590150	Water Treatment facility construction	Net revenues of water and sewer system	4,175,406
WW590191	Drinking Water facility construction	Net revenues of water and sewer system	304,174
Total Water/Sewer Utility Debt			88,253,525
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	509,302
SW590141	Stormwater management	Net revenue of the stormwater system	4,871,198
Total Stormwater Utility Debt			13,069,184
May fair Golf Club Debt:			
Capital Leases:			
Everbank	Lawn Maintenance Equipment	N/A	141,144
Everbank	Lawn Maintenance Equipment	N/A	49,785
Everbank	Lawn Maintenance Equipment	N/A	34,092
Wells Fargo	Lawn Maintenance Equipment	N/A	47,526
Total May fair Debt			272,547
Total Business-type Activities:			\$ 101,595,256

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	\$ 9,830,000	3.25%	28.80%	\$ 1,166,125	\$ 4,048,497
Capital Leases:					
City National	245,593	2.7%	N/A	59,369	N/A
U.S. Bancorp Government	-	1.2%	N/A	32,311	N/A
U.S. Bancorp Government	102,098	1.169%	N/A	137,234	N/A
U.S. Bancorp Government	140,612	1.619%	N/A	142,038	N/A
U.S. Bancorp Government	310,354	2.020%	N/A	127,616	N/A
Total Governmental Activities:	\$ 10,628,657			\$ 1,664,693	
Business-type Activities					
Water/Sewer Utility Debt:					
Revenue Bonds:					
Revenue Note:					
Series 2010	\$ 7,325,000	3.87%	20.76%	\$ 2,314,136	\$11,146,547
State Revolving Fund Loans:					
CS120586220	1,237,145	3.34% - 3.55%	3.76%	298,384	7,929,851
WW586250	9,279,954	2.42%- 2.48%	15.32%	1,215,000	7,929,851
DW5906010	1,789,036	3.55%	5.47%	433,675	7,929,851
WW590100	1,792,668	2.65%	2.14%	169,415	7,929,851
WW590101	138,577	2.28%	0.16%	12,804	7,929,851
DW590110	314,035	2.71%	0.38%	29,786	7,929,851
DW590120	8,955,597	1.98% - 2.66%	10.94%	867,372	7,929,851
WW590130	947,511	2.63% - 2.87%	0.84%	66,256	7,929,851
WW590131	17,613,676	2.16%	15.10%	1,197,042	7,929,851
WW590150	4,175,406	.58%-1.09%	0.00%	-	7,929,851
WW590191	304,174	1.04%	0.00%	-	7,929,851
Total Water/Sewer Utility Debt	53,872,779			6,603,870	
Stormwater Utility Debt:					
State Revolving Fund Loans:					
SWG12058624P	2,415,712	2.52%-2.90%	8.05%	304,577	3,784,197
SW586260	1,794,962	2.80%	4.52%	171,182	3,784,197
SW586261	315,047	2.28%	0.74%	28,140	3,784,197
SW590140	399,720	2.63%	0.74%	28,019	3,784,197
SW590141	4,871,198	1.05-1.18%	0.00%	-	3,784,197
Total Stormwater Utility Debt	9,796,639			531,918	
Capital Leases:					
Everbank	-	5.65%	N/A	13,274	N/A
Everbank	-	5.50%	N/A	4,544	N/A
Everbank	-	6.23%	N/A	3,207	N/A
Wells Fargo	16,121	4.350%	N/A	9,626	N/A
Total Stormwater Utility Debt	16,121			30,651	
Total Business-type Activities:	\$ 63,685,539			\$ 7,166,439	

Long Term Debt

Enterprise Funds – Loans Payable

Enterprise Funds loans payable at September 30, 2018 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, \$509,302 authorized, \$509,302 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 SW590141 payable, \$5,847,753 authorized, \$4,871,198 drawn for planning and design for drainage, payable in 40 equal semiannual installments, including interest at 1.18% on \$4,554,300, 1.05% on \$1,293,453 on November 15 and May 15 of each year.

State Revolving Fund Loans:	
SWG12058624P	\$ 2,415,712
SW586260	1,794,962
SW5826261	315,047
SW590140	399,720
SW590141	4,871,198
Total Stormwater Utility Debt	<u>\$ 9,796,639</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, \$13,019,481 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, \$986,973 authorized, \$986,973 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, \$18,395,032 authorized, \$18,395,032 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 WW590150 payable, \$10,401,065 authorized, \$4,175,406 drawn for construction of wastewater pollution control facilities, payable in 40 equal semiannual installments, including interest at .545% to 1.09%, on May 15 and November 15 of each year.

State Revolving Fund Loan WW590191 payable, \$587,650 authorized, \$304,174 drawn for construction of treatment plan facilities, payable in 20 equal semiannual installments, including interest at 1.04%, on February 15 and August 15 of each year.

State Revolving Fund Loans:	
CS120586220	\$ 1,237,145
WW586250	9,279,954
DW5906010	1,789,036
WW590100	1,792,668
WW590101	138,577
DW590110	314,035
DW590120	8,955,597
WW590130	947,511
WW590131	17,613,676
WW590150	4,175,406
WW590191	304,174
Total Water/Sewer Utility Debt	\$ 46,547,779

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

Long Term Debt

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 SW590141, DW590120, DW590130, DW590131, WW590150 and WW590191 are not closed out and do not have a final loan payment/amortization schedule at September 30, 2018):

Enterprise Funds – Loans Payable

Fiscal Year Ending September 30,	SRF SWG12058624P		
	Principal	Interest	Total
2019	\$ 240,223	\$ 64,354	\$ 304,577
2020	246,827	57,750	304,577
2021	253,613	50,964	304,577
2022	260,587	43,990	304,577
2023	267,752	36,825	304,577
2024-2027	1,146,710	71,603	1,218,313
	\$ 2,415,712	\$ 325,486	\$ 2,741,198

Fiscal Year Ended September 30,	SRF Loan SW586260		
	Principal	Interest	Total
2019	\$ 121,770	\$ 49,412	\$ 171,182
2020	125,203	45,979	171,182
2021	128,733	42,449	171,182
2022	132,363	38,819	171,182
2023	136,095	35,087	171,182
2024-2028	740,246	115,664	855,910
2029-2031	410,552	17,403	427,955
	\$ 1,794,962	\$ 344,813	\$ 2,139,775

Fiscal Year Ended September 30,	SRF Loan SW586261		
	Principal	Interest	Total
2019	\$ 21,076	\$ 7,064	\$ 28,140
2020	21,560	6,580	28,140
2021	22,054	6,086	28,140
2022	22,560	5,580	28,140
2023	23,077	5,063	28,140
2024-2028	123,569	17,131	140,700
2029-2031	81,151	3,269	84,420
	\$ 315,047	\$ 50,773	\$ 365,820

Long Term Debt

Enterprise Funds – Loans Payable

Fiscal Year Ended September 30,	SRF Loan DW590140		
	Principal	Interest	Total
2019	\$ 17,622	\$ 10,397	\$ 28,019
2020	18,088	9,931	28,019
2021	18,567	9,452	28,019
2022	19,059	8,960	28,019
2023	19,563	8,456	28,019
2024-2028	105,864	34,232	140,096
2029-2033	120,638	19,458	140,096
2034-2036	80,319	3,738	84,057
	<u>\$ 399,720</u>	<u>\$ 104,624</u>	<u>\$ 504,344</u>

Fiscal Year Ending September 30,	SRF Loan CS120586220		
	Principal	Interest	Total
2019	\$ 259,210	\$ 39,174	\$ 298,384
2020	267,939	30,445	298,384
2021	276,963	21,421	298,384
2022	286,291	12,093	298,384
2023	146,742	2,451	149,193
2023	-	-	-
	<u>\$ 1,237,145</u>	<u>\$ 105,584</u>	<u>\$ 1,342,729</u>

Fiscal Year Ending September 30,	SRF Loan WW586250		
	Principal	Interest	Total
2019	\$ 995,483	\$ 219,517	\$ 1,215,000
2020	1,019,823	195,177	1,215,000
2021	1,044,758	170,242	1,215,000
2022	1,070,302	144,698	1,215,000
2023	1,096,472	118,528	1,215,000
2024-2027	4,053,116	199,385	4,252,501
	<u>\$ 9,279,954</u>	<u>\$ 1,047,547</u>	<u>\$ 10,327,501</u>

Long Term Debt

Enterprise Funds – Loans Payable

Fiscal Year Ending September 30,	SRF Loan DW590601		
	Principal	Interest	Total
2019	\$ 373,449	\$ 60,226	\$ 433,675
2020	386,824	46,851	433,675
2021	400,678	32,997	433,675
2022	415,029	18,646	433,675
2023	213,056	3,781	216,837
2023	-	-	-
	\$ 1,789,036	\$ 162,501	\$ 1,951,537

Fiscal Year Ended September 30,	SRF Loan WW590100		
	Principal	Interest	Total
2019	\$ 122,717	\$ 46,698	\$ 169,415
2020	125,990	43,425	169,415
2021	129,351	40,064	169,415
2022	132,802	36,613	169,415
2023	136,344	33,071	169,415
2024-2028	738,256	108,817	847,073
2029-2031	407,208	16,329	423,537
	\$ 1,792,668	\$ 325,017	\$ 2,117,685

Fiscal Year Ended September 30,	SRF Loan WW590101		
	Principal	Interest	Total
2019	\$ 9,699	\$ 3,105	\$ 12,804
2020	9,921	2,883	12,804
2021	10,149	2,655	12,804
2022	10,382	2,422	12,804
2023	10,620	2,184	12,804
2024-2028	56,864	7,154	64,018
2029-2031	30,942	1,066	32,008
	\$ 138,577	\$ 21,469	\$ 160,046

Fiscal Year Ended September 30,	SRF Loan DW590110		
	Principal	Interest	Total
2019	\$ 21,420	\$ 8,366	\$ 29,786
2020	22,004	7,782	29,786
2021	22,605	7,181	29,786
2022	23,221	6,565	29,786
2023	23,855	5,931	29,786
2024-2028	129,399	19,531	148,930
2029-2031	71,531	2,934	74,465
	\$ 314,035	\$ 58,290	\$ 372,325

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 February 26, 2014 the City entered into a lease agreement with a local finance company to finance the acquisition of lawn maintenance equipment. The agreement has a 4-year fixed term at 5.65% and calls for monthly payments of \$3,233. The aggregate cost and accumulated depreciation of the business type activities machinery & equipment asset acquired through the capital lease are \$141,144 and \$72,252, respectively, as of September 30, 2017.

On February 26, 2014 the City entered into a lease agreement with a local finance company to finance the acquisition of lawn maintenance equipment. The agreement has a 4-year fixed term at 5.5% and calls for monthly payments of \$1,124. The aggregate cost and accumulated depreciation of the business type activities machinery & equipment asset acquired through the capital lease are \$49,785 and \$25,485, respectively, as of September 30, 2017.

On February 26, 2014 the City entered into a lease agreement with a local finance company to finance the acquisition of lawn maintenance equipment. The agreement has a 4-year fixed term at 6.23% and calls for monthly payments of \$787. The aggregate cost and accumulated depreciation of the business type activities machinery & equipment asset acquired through the capital lease are \$34,092 and \$17,452, respectively, as of September 30, 2017.

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 \$277,955, respectively, as of September 30, 2017.

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

Capital Leases

acquired through the capital lease are \$530,500 and \$196,580, respectively, as of September 30, 2017.

On May 28, 2015 the City entered into a lease agreement with a local finance company to finance the acquisition of lawn maintenance equipment. The agreement has a 4-year fixed term at 4.35% and calls for monthly payments of \$880. The aggregate cost and accumulated depreciation of the business type activities machinery & equipment asset acquired through the capital lease are \$47,526 and \$15,842, respectively, as of September 30, 2017.

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 \$551,292 and \$133,429, respectively, as of September 30, 2017.

On February 27, 2017 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 2.02% and calls for quarterly payments of \$31,904. The aggregate cost and accumulated depreciation of the governmental activities machinery & equipment asset acquired through the capital lease are \$331,330 and \$14,104, respectively, as of September 30, 2017.

On March 30, 2018 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 2.68% and calls for quarterly payments of \$19,790. The aggregate cost and accumulated depreciation of the governmental activities machinery & equipment asset acquired through the capital lease are \$275,995 and \$27,450, respectively, as of September 30, 2018.

Capital Leases

The future minimum lease obligations and the net present value of these minimum lease payments as of September 30, 2018, were as follows:

Year Ending September 30,	Governmental Activities	Enterprise Funds
2019	\$ 451,737	\$ 10,555
2020	206,774	6,157
2021	142,967	-
2022	19,790	-
Total minimum lease payments	821,268	16,712
Less: Amount representing interest costs	(22,611)	(591)
Present value of minimum lease payments	\$ 798,657	\$ 16,121

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				
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
2017	-	10,650,000	-	978,584	9,280,000	52,654,250	-	73,562,834	2,585,576,817	2.8%	1,272
2018	-	9,830,000	-	798,657	7,325,000	56,344,418	-	74,298,075	2,727,351,614	2.7%	1,259

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, personal income prior to 2013 have been corrected from previous years.

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	
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
2017	25,925,613	1,262,084	16,475,549	10,712,148	1,885,000	431,891	4.62
2018	24,069,532	3,216,696	16,139,681	11,146,547	1,955,000	416,745	4.70

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	
2009	\$ 17,490,831	\$ 13,694,595	\$ 3,796,236	\$ 1,796,473	\$ 789,846	1.47
2010	19,244,661	14,113,230	5,131,431	1,851,177	716,019	2.00
2011	20,294,405	13,805,408	6,488,997	1,854,547	757,727	2.48
2012	21,108,818	14,761,882	6,346,936	1,967,848	705,047	2.37
2013	22,027,671	14,513,318	7,514,353	2,439,435	649,489	2.43
2014	22,570,956	14,603,821	7,967,135	2,381,877	597,388	2.67
2015	23,710,035	17,073,970	6,636,065	2,410,939	565,114	2.23
2016	24,522,417	17,103,281	7,419,136	2,300,903	575,379	2.58
2017	25,925,613	18,792,440	7,133,173	2,332,799	794,761	2.28
2018	24,069,532	18,511,426	5,558,106	3,414,129	458,891	1.44

Pledge Revenue Coverage

Last Ten Fiscal Years

Proprietary Funds						
Stormwater Revenue Bonds						
Stormwater Revenues	Less: Operating Expenses (2)	Net Available For Debt Service	Debt Service Requirements (4)		Coverage	
			Principal	Interest		
\$ 3,249,301	\$ 1,259,700	\$ 1,989,601	\$ 360,043	\$ 62,662	4.71	
3,800,074	1,574,814	2,225,260	376,471	8,468	5.78	
3,731,188	1,895,947	1,835,241	191,564	4,239	9.37	
4,066,178	1,915,200	2,150,978	-	-	-	
4,269,917	1,686,945	2,582,972	-	-	-	
4,474,837	1,641,644	2,833,193	-	-	-	
4,774,373	1,678,762	3,095,611	-	-	-	
5,121,169	1,746,804	3,374,365	-	-	-	
5,451,107	1,760,504	3,690,603	-	-	-	
5,647,313	1,863,116	3,784,197	-	-	-	
Stormwater State Revolving Loans						
Stormwater Revenues	Less: Operating Expenses (2)*	Net Available For Debt Service	Debt Service Requirements (4)		Coverage (9)	
			Principal	Interest		
\$ 3,249,301	\$ 1,682,405	\$ 1,566,896	\$ 183,184	\$ 121,393	5.14	
3,800,074	1,959,752	1,840,322	188,215	116,361	6.04	
3,731,188	2,091,750	1,639,438	245,250	191,783	3.75	
4,066,178	1,915,200	2,150,978	321,442	183,107	4.26	
4,269,917	1,686,945	2,582,972	325,628	175,662	5.15	
4,474,837	1,641,644	2,833,193	334,549	166,650	5.65	
4,774,373	1,678,762	3,095,611	343,733	157,392	6.18	
5,121,169	1,746,804	3,374,365	353,171	148,494	6.73	
5,451,107	1,760,504	3,690,603	531,716	155,325	5.37	
5,647,313	1,863,116	3,784,197	388,885	140,029	7.15	

Pledge Revenue Coverage

Last Ten Fiscal Years

Sales Tax Note

Fiscal Year	Half-Cent Sales Tax	Debt Service Requirements (4), (8)		Coverage
		Principal	Interest	
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
2017	3,860,271	795,000	371,963	3.31
2018	4,048,497	820,000	346,125	3.47

Special Facilities Revenue Bonds

Fiscal Year	Facilities Revenue	Debt Service Requirements (4)		Coverage (6)
		Principal	Interest	
2009	\$ 71,347	\$ 1,000,000	\$ 51,682	NA
2010	-	-	-	-
2011	-	-	-	-
2012	-	-	-	-
2013	-	-	-	-
2014	-	-	-	-
2015	-	-	-	-
2016	-	-	-	-
2017	-	-	-	-
2018	-	-	-	-

Pledge Revenue Coverage

Last Ten Fiscal Years

CRA Note

Fiscal Year	CRA Ad Valorem Taxes	Debt Service Requirements (4)		Coverage (6)
		Principal	Interest	
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	-	-	-	-
2017	-	-	-	-
2018	-	-	-	-

- (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.



CITY OF
SANFORD
FLORIDA

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>	\$ -	\$ -	\$ -
<i>Revenues</i>			
Charges for Services	\$ 2,346,550	\$ 7,469,875	\$ 9,816,425
Other Revenues	53,147	168,104	221,251
<i>Total Revenues</i>	2,399,697	7,637,979	10,037,676
Transfers In	-	-	-
<i>Total Revenues and Other Sources</i>	2,399,697	7,637,979	10,037,676
Total Revenues, Transfers, and Balances	\$ 2,399,697	\$ 7,637,979	\$ 10,037,676
<i>Expenses</i>			
Citywide Insurance Costs	\$ 2,399,697	\$ 7,637,979	\$ 10,037,676
<i>Total Expenses</i>	2,399,697	7,637,979	10,037,676
Transfers Out	-	-	-
Other Uses	-	-	-
<i>Total Expenses and Other Uses</i>	2,399,697	7,637,979	10,037,676
<i>Total Revenue Over/(Under) Expenses</i>	-	-	-
Total Appropriations and Reserves	\$ 2,399,697	\$ 7,637,979	\$ 10,037,676

General Liability Insurance Fund

Revenue and Expenditures

Account	Description	2016 Actual	2017 Actual	2018 Actual	2019 Budget	2020 Final Budget
Revenues						
520-0000-341.20-01	Internal Service Fees	912,425	1,103,538	1,195,721	1,213,601	1,338,698
520-0000-341.20-02	Internal Service Fees	197,014	198,765	305,977	116,608	153,389
520-0000-341.20-04	Internal Service Fees	429,462	452,324	471,460	1,064,644	854,463
520-0000-361.10-00	Interest	41,888	13,488	44,155	45,000	53,147
520-0000-361.30-00	Interest - Unrealized Gain (Loss)	(2,866)	14,462	(10,936)	-	-
520-0000-361.40-00	Interest - Realized Gain (Loss)	(3,479)	(1,385)	(4,543)	-	-
520-0000-369.30-00	Reimbursement of Claims	-	1,616	11,166	-	-
520-0000-369.30-01	Reimbursement of Claims	17,105	-	-	-	-
520-0000-369.30-02	Reimbursement of Claims	51,665	59,181	41,230	-	-
520-0000-369.41-00	Reimbursement of Claims	82	-	-	-	-
520-0000-369.50-00	Reimbursement of Claims	43,555	15,079	(73,138)	-	-
520-0000-389.98-00	Use of Fund Balance	-	-	-	281,276	-
Total Insurance Fund Revenues		\$ 1,686,851	\$ 1,857,067	\$ 1,981,092	\$ 2,721,129	\$ 2,399,697

Expenditures

520-7979-590.12-00	Regular Salaries & Wages	95,918	87,060	95,663	72,850	72,850
520-7979-590.21-00	FICA/Medicare Taxes	6,971	6,659	7,318	7,150	7,150
520-7979-590.31-06	Other	602,877	852,656	413,264	914,821	706,249
520-7979-590.31-12	Worker's Compensation Misc Prof	103,799	112,260	58,765	135,835	21,569
520-7979-590.31-50	Professional Service/Same Year Recov	(313,467)	(82,556)	(695,501)	-	-
520-7979-590.45-01	Operating Liability	437,951	304,613	398,988	484,950	533,445
520-7979-590.45-02	Auto Liability	195,313	82,524	69,890	139,445	153,389
520-7979-590.45-03	Surety Bond	19,171	6,120	6,885	7,549	7,804
520-7979-590.45-04	Worker's Compensation Premium Pmt	719,587	212,106	52,338	301,726	100,000
520-7979-590.45-05	Property Liability	376,030	304,457	297,207	328,403	358,702
520-7979-590.45-06	AD&D	7,240	8,729	6,987	7,607	8,367
520-7979-590.45-07	Insurance/Sports Accident Policy	7,979	7,977	11,365	9,546	10,500
520-7979-590.45-08	W/C Quarterly Install	19,859	15,037	22,021	24,223	26,645
520-7979-590.45-09	Stop Loss Deductible	112,559	126,108	81,584	227,861	331,898
520-7979-590.45-10	Storage Tank Liability	-	-	-	6,425	7,068
520-7979-590.45-11	Insurance/ General Liability TPA	17,349	15,918	18,417	17,220	17,242
520-7979-590.45-12	Special Events	14,180	15,091	13,929	13,018	14,319
520-7979-590.49-00	Other Charges/Obligations	4,813	3,982	3,880	2,500	2,500
520-7979-590.49-87	Safety Incentive Program	2,465	2,755	2,631	20,000	20,000
520-7979-581.91-01	Transfers	82,158	-	3,650	-	-
520-7979-590.99-90	Additions to Reserves	-	-	-	-	-
Total Insurance Fund Expenditures		\$ 2,512,752	\$ 2,081,495	\$ 869,281	\$ 2,721,129	\$ 2,399,697

Health Insurance Fund

Revenue and Expenditures

Account	Description	2016 Actual	2017 Actual	2018 Actual	2019 Budget	2020 Final Budget
Revenues						
530-0000-341.20-20	Internal Services Fees - City	2,987,141	3,392,736	4,421,105	5,114,533	5,639,784
530-0000-341.20-21	Internal Service Fees - Employee	898,380	920,658	957,584	958,008	1,050,456
530-0000-341.20-22	Internal Service Fees - Retirees	357,238	435,852	640,067	693,393	779,635
530-0000-361.10-00	Interest	37,972	39,619	40,309	101	26,000
530-0000-361.30-00	Interest - Unrealized	(3,325)	(19,071)	(9,622)	-	-
530-0000-361.40-00	Interest - Realized	(3,488)	(8,753)	(4,062)	-	-
530-0000-369.01-00	Cobra Payments	21,544	19,812	-	4,000	3,000
530-0000-369.02-00	Retiree Payments	84,274	94,949	108,838	110,544	133,104
530-0000-369.03-00	Active Employee Leave	2,164	1,260	3,136	-	-
530-0000-369.30-00	Reimbursement of Claims	(919)	-	-	-	-
530-0000-369.41-00	Reimbursement of Claims	87,391	-	6,043	42,000	6,000
530-0000-369.50-00	Miscellaneous Income	18,648	4,811	82,113	-	-
530-0000-389.98-00	Use of Fund Balance	-	-	-	-	-
Total Health Insurance Revenues		\$ 4,487,020	\$ 4,881,874	\$ 6,245,511	\$ 6,922,579	\$ 7,637,979
Expenditures						
530-7905-562.31-00	Professional Services	360,483	328,794	354,617	363,235	362,932
530-7905-562.34-00	Other Contractual Services	238,263	211,684	243,981	229,277	246,900
530-7905-562.41-00	Communication Services	4,372	4,547	4,869	4,572	4,572
530-7905-562.43-00	Utility Services	1,898	1,976	1,868	1,975	1,975
530-7905-562.44-00	Rentals & Leases	1,696	1,989	1,875	1,884	1,884
530-7905-562.46-00	Repair & Maintenance Services	-	971	327	850	850
530-7905-562.47-00	Printing & Binding	28	65	129	-	-
530-7905-562.49-00	Other Charges/Obligations	6,914	6,853	7,055	7,148	6,825
530-7905-562.52-00	Operating Supplies	113,225	126,919	108,977	127,000	127,600
530-7979-562.12-00	Wellness Program	12,377	8,825	26,756	22,500	22,500
530-7979-562.21-00	Wellness Program	957	1,563	2,040	2,500	2,500
530-7979-562.23-00	Wellness Program	121	-	1,000	-	-
530-7979-562.23-16	Health Reimbursement/HRA	11,432	18,798	28,024	75,000	75,000
530-7979-562.23-25	Medical Insurance/Excess Risk	692,915	810,510	839,493	805,139	916,987
530-7979-562.23-35	Medical Insurance/Copay Reimb	25,763	31,149	53,208	30,324	30,324
530-7979-562.31-01	Professional Services	3,614,476	3,952,940	4,928,005	4,884,900	5,443,784
530-7979-562.31-50	Professional Services-Recovery	(441,089)	(638,398)	(193,381)	-	-
530-7979-562.31-96	Professional Services	278,919	281,049	295,274	288,775	325,846
530-7979-562.46-00	Repair & Maintenance Services	8,793	10,132	11,193	10,000	10,000
530-7979-562.49-00	Other Charges/Obligations	48,729	21,002	32,043	67,500	57,500
530-7979-562.52-00	Operating Supplies	694	-	-	-	-
530-7979-590.99-90	Addition to Reserves	-	-	-	-	-
Total Health Insurance Expenditures		\$ 4,980,966	\$ 5,181,369	\$ 6,747,354	\$ 6,922,579	\$ 7,637,979

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	Total Capital Funds
Use of Fund Balance	\$ 83,535	\$ -	\$ -	\$ 83,535
Revenues				
Capital Replacement Fee	\$ -	\$ -	\$ 10,000	\$ 10,000
Other Revenues	31,815	612,457	306	644,578
Total Revenues	31,815	612,457	10,306	654,578
Transfers In	-	3,386,608	-	3,386,608
Total Revenues and Other Sources	31,815	3,999,065	10,306	4,041,186
Total Revenues, Transfers, and Balances	\$ 115,350	\$ 3,999,065	\$ 10,306	\$ 4,124,721
Expenditures				
General Government	\$ -	\$ 142,000	\$ -	\$ 142,000
Public Safety	-	1,578,286	-	1,578,286
Physical Environment	-	479,693	-	479,693
Transportation	-	49,790	-	49,790
Culture and Recreation	-	1,005,917	-	1,005,917
Total Expenditures	-	3,255,686	-	3,255,686
Additions to Reserves (Fund Balance)	115,350	743,379	10,306	869,035
Total Appropriations and Reserves	\$ 115,350	\$ 3,999,065	\$ 10,306	\$ 4,124,721

Capital Projects Fund

Revenue and Expenditures

Account	Description	2016 Actual	2017 Actual	2018 Actual	2019 Budget	2020 Final Budget
Revenues						
310-0000-331.49-02	Federal Grants/FDOT	227,753	-	-	-	-
310-0000-334.50-10	State Grants	20,000	-	24,000	-	-
310-0000-334.70-04	State Grants	3,256	-	24,366	-	-
310-0000-334.70-05	Culture/Recreation/Land & Water Conserv Grant	-	-	(67,500)	-	-
310-0000-337.30-00	Grants From Other Lcl Unit/Sem County Interlocal	918,056	472,648	1,086,068	-	-
310-0000-337.38-00	Grants From Other Lcl Unit/CRA	-	11,984	-	-	-
310-0000-337.40-00	Grants From Other Lcl Unit/Transportation	-	322,126	-	-	-
310-0000-361.10-00	Interest Earned/Interest Earned	7,863	7,039	34,781	-	31,815
310-0000-361.30-00	Interest Earned/Unrealized Gain (Loss)	3,474	11,205	(4,580)	-	-
310-0000-361.40-00	Interest Earned/Realized Gain (Loss)	(229)	(925)	(2,726)	-	-
310-0000-366.90-00	Contbtn/Donate-Private/Misc Private Sources	-	12,330	200	-	-
310-0000-369.41-00	Other Miscellaneous Revenue	-	-	3,370,334	-	-
310-0000-381.14-00	Interfund Transfers/From Impact Fee Fund	160,076	57,360	456,255	-	-
310-0000-381.40-00	Transfers/Solid Waste	184,000	184,000	184,000	-	-
310-0000-381.60-00	Interfund Transfers/From General Fund	-	24,000	-	-	-
310-0000-389.98-00	Use of Fund Balance	-	-	-	115,350	83,535
Total Capital Projects Revenues		\$ 1,524,249	\$ 1,101,766	\$ 5,105,198	\$ 115,350	\$ 115,350
Expenditures						
310-0102-512.40-00	Travel and Per Diem	-	-	127	-	-
310-0102-559.34-00	Other Contractual Services	60,381	93,481	278,249	-	-
310-0102-559.40-00	Travel & per Diem	-	2,047	2,759	-	-
310-0102-559.54-00	Books/Pubs/Subscrs/Membs	-	500	-	-	-
310-0102-559.54-02	Books/Pubs/Subscrs/Membs	-	-	63	-	-
310-1010-515.46-00	Repair & Maintenance Services	-	-	40,000	-	-
310-3001-522.31-00	Professional Services	-	750	-	-	-
310-4046-539.46-00	Repair & Maintenance Services	4,481	-	-	-	-
310-4046-539.63-00	Improve Other Than Building	-	-	1,901,893	-	-
310-4047-541.31-00	Professional Services	8,253	10,274	-	-	-
310-4047-541.63-00	Improve Other Than Building	927,147	489,248	941,528	-	-
310-4048-572.31-00	Professional Services	14,181	24,565	-	-	-
310-4048-572.34-00	Other Contractual Services	30,000	19,842	33,000	-	-
310-4048-572.49-00	Other Obligations	-	57	-	-	-
310-4048-572.63-00	Improve Other Than Building	489,187	143,434	601,188	-	-
310-7979-581.91-01	Transfer to General Fund	-	-	-	115,350	115,350
310-7979-590.49-00	Other Charges/Obligations	1,005	2,212	2,849	-	-
310-7979-591.99-90	Additionto Reserves	-	-	-	-	-
Total Capital Projects Expenditures		\$ 1,534,635	\$ 786,411	\$ 3,801,655	\$ 115,350	\$ 115,350

Recreation Capital Fund

Revenue and Expenditures

<i>Account</i>	<i>Description</i>	<i>2016 Actual</i>	<i>2017 Actual</i>	<i>2018 Actual</i>	<i>2019 Budget</i>	<i>2020 Final Budget</i>
Revenues						
340-0000-347.50-80	Capital Recovery Fee	7,870	7,346	8,462	10,000	10,000
340-0000-361.10-00	Interest	442	512	670	350	306
340-0000-361.30-00	Interest - Unrealized	(32)	(40)	(231)	-	-
340-0000-361.40-00	Interest - Realized	(41)	(91)	(87)	-	-
340-0000-389.98-00	Use of Reserves	-	-	-	-	-
Total Capital - Recreational Capital Recovery Charges		\$ 8,239	\$ 7,727	\$ 8,814	\$ 10,350	\$ 10,306
Expenditures						
340-5502-575.46-00		-	-	14,100	-	-
340-5502-575.52-00		-	-	3,051	-	-
340-5502-575.63-00		-	-	35,125	-	-
340-7979-590.49-00	Other Charges/Obligations	60	70	71	-	-
340-7979-591.99-90	Addition to Reserves	-	-	-	10,350	10,306
Total Capital - Recreational Capital Recovery Expenditures		\$ 60	\$ 70	\$ 52,347	\$ 10,350	\$ 10,306

Equipment Replacement Fund

Revenue and Expenditures

<i>Account</i>	<i>Description</i>	<i>2016 Actual</i>	<i>2017 Actual</i>	<i>2018 Actual</i>	<i>2019 Budget</i>	<i>2020 Final Budget</i>
Revenues						
360-0000-334.20-24	Public Safety Grants/FDLE JAG	4,033	69,830	-	-	-
360-0000-344.90-00	Other Transportation	-	-	4,000,000	-	-
360-0000-361.10-00	Interest	39,681	(497)	174,398	-	131,000
360-0000-361.30-00	Interest - Unrealized	(2,791)	39,023	(36,508)	-	-
360-0000-361.40-00	Interest - Realized	(3,788)	4,157	(7,624)	-	-
360-0000-364.41-00	Sale of Capital Asset	169,190	241,290	288,297	-	-
360-0000-369.90-00	Miscellaneous Income	5,000	-	-	-	-
360-0000-381.60-00	Transfers - General Fund	2,300,441	1,947,597	1,328,711	1,770,312	3,386,608
360-0000-384.00-00	Debt Service	551,292	489,200	301,310	184,275	481,457
360-0000-389.98-00	Use of Fund Balance	-	-	-	7,451	-
Total Capital Replacement Revenues		\$ 3,063,058	\$ 2,790,600	\$ 6,048,584	\$ 1,962,038	\$ 3,999,065

Equipment Replacement Fund

Revenue and Expenditures

Account	Description	2016 Actual	2017 Actual	2018 Actual	2019 Budget	2020 Final Budget
Expenditures						
360-0104-512.46-00	Repair & Maintenance Services	1,441	22,348	-	-	-
360-0104-512.52-00	Operating Supplies	4,969	-	-	-	-
360-0104-512.64-00	Operating Supplies	-	-	-	-	30,000
360-0402-513.46-00	Repair & Maintenance Services	124,770	165,078	35,123	-	-
360-0402-513.52-00	Operating Supplies	165,027	104,715	434,809	315,317	62,000
360-0402-513.64-00	Machinery & Equipment	231,544	-	82,350	-	50,000
360-1010-515.52-00	Operating Supplies	2,117	-	-	-	-
360-1103-519.64-00	Operating Supplies	-	23,970	23,018	24,000	-
360-2020-521.46-00	Repair & Maintenance Services	755	9,422	8,120	-	6,000
360-2020-521.52-00	Operating Supplies	234,181	111,193	30,250	178,141	142,529
360-2020-521.64-00	Machinery & Equipment	1,088,642	527,030	509,523	492,434	521,457
360-3001-522.52-00	Operating Supplies	36,264	59,166	19,800	50,800	43,300
360-3001-522.64-00	Machinery & Equipment	25,012	674,765	76,736	32,000	730,000
360-3002-522.64-00	Machinery & Equipment	-	34,000	-	-	35,000
360-3003-522.52-00	Operating Supplies	-	4,193	-	187,500	-
360-3003-522.64-00	Machinery & Equipment	-	34,995	-	-	100,000
360-4001-539.64-00	Machinery & Equipment	-	-	-	-	31,208
360-4041-539.64-00	Machinery & Equipment	-	-	-	-	20,000
360-4042-539.52-00	Operating Supplies	10,825	2,899	11,628	21,000	-
360-4042-539.63-00	Improve Other Than Building	14,142	-	-	20,000	110,000
360-4042-539.64-00	Machinery & Equipment	45,270	81,287	-	-	20,000
360-4046-539.46-00	Repair & Maintenance Services	87,171	70,493	32,725	52,000	298,485
360-4046-539.52-00	Operating Supplies	-	901	3,495	-	-
360-4046-539.64-00	Machinery & Equipment	428,530	242,942	-	11,149	-
360-4047-541.52-00	Operating Supplies	-	-	-	-	3,790
360-4047-541.64-00	Machinery & Equipment	42,958	140,857	131,921	82,000	46,000
360-5052-572.46-00	Repair & Maintenance Services	-	7,950	6,177	-	-
360-5501-572.46-00	Repair & Maintenance Services	-	-	14,078	-	-
360-5501-572.64-00	Machinery & Equipment	-	-	-	99,500	-
360-5502-575.46-00	Repair & Maintenance Services	79,453	66,037	-	90,186	42,410
360-5502-575.52-00	Operating Supplies	11,067	31,470	-	-	-
360-5502-575.63-00	Improve Other Than Building	-	36,100	-	-	260,000
360-5502-575.64-00	Machinery & Equipment	24,340	9,468	-	-	104,961
360-5508-572.46-00	Repair & Maintenance Services	26,697	66,781	-	207,800	232,750
360-5508-572.52-00	Operating Supplies	1,364	-	9,615	-	132,818
360-5508-572.63-00	Improve Other Than Building	204,619	610,558	141,694	-	232,978
360-5508-572.64-00	Machinery & Equipment	84,274	70,376	69,703	98,211	-
360-7979-581.91-22	Intragovernmental Transfer	-	75,600	84,000	-	-
360-7979-590.49-00	Other Charges/Obligations	5,398	5,394	14,672	-	-
360-7979-590.99-90	Addition to Reserves	-	-	-	-	743,379
Total Capital Replacement Expenditures		\$ 2,980,830	\$ 3,289,990	\$ 1,739,438	\$ 1,962,038	\$ 3,999,065

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 2018/2019	Final Budget FY 2019/2020	Change
General Fund				
	City Manager's Office	4.00	4.00	-
	City Manager/Economic Development	2.05	2.05	-
	City Manager/Community Relations	1.50	1.25	(0.25)
	City Clerk	3.00	3.00	-
	Human Resources	4.00	4.00	-
	Financial Services/Accounting	10.00	10.00	-
	Financial Services/IT	5.50	5.50	-
	Financial Services/Purchasing	1.97	1.97	-
	Community Development/Business Tax Receipts	1.19	1.19	-
	Community Development/Community Improvement	6.25	6.50	0.25
	Community Development/Planning	9.15	9.15	-
	Police Administration	14.29	15.29	1.00
	Police Patrol	72.00	76.00	4.00
	Police Strategic Services	56.00	56.00	-
	Police Professional Stds and Comm Eng	10.66	10.66	-
	Fire Operations	75.00	75.00	-
	Fire Prevention	3.50	4.00	0.50
	Fire Administration	6.05	7.05	1.00
	Public Works Administration	3.35	3.35	-
	Public Works Fleet	8.00	8.00	-
	Public Works Facilities	9.00	9.00	-
	Public Works Streets	13.35	13.75	0.40
	Recreation/Museum	3.10	3.10	-
	Recreation	10.95	10.95	-
	Recreation/Special Facilities	18.75	20.75	2.00
	Recreation Parks & Grounds	26.50	26.50	-
	Total Fund	379.11	388.01	8.90

City of Sanford

Full-Time Equivalent Staffing Levels

LIHEAP Fund

Community Improvement/LIHEAP	3.25	3.25	-
Total Fund	3.25	3.25	-

Building Inspection Fund

Community Improvement/Building Inspection	11.16	11.16	-
Total Fund	11.16	11.16	-

Solid Waste Fund

Public Works/Solid Waste	2.10	2.10	-
Total Fund	2.10	2.10	-

Stormwater Fund

Public Works/Stormwater	19.20	18.80	(0.40)
Total Fund	19.20	18.80	(0.40)

Water & Sewer Fund

Public Works/Water & Sewer/Administration	20.85	21.85	1.00
Public Works/Water & Sewer/Plants	46.50	47.50	1.00
Public Works/Water & Sewer/Water Distribution	18.00	18.00	-
Public Works/Water & Sewer/Wastewater Collections	20.00	20.00	-
Total Fund	105.35	107.35	2.00

Community Redevelopment Agency

CRA	3.78	3.78	-
Total Fund	3.78	3.78	-

GRAND TOTAL	523.95	534.45	10.50
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**Authorized Positions by Service Area
Summary of FTEs
Changes for FY 19-20 by Department/Division**

City Manager:

- ❖ **Community Relations and Neighborhood Engagement** - Reclassification of Community Relations and Neighborhood Engagement Director (.25) to LIHEAP as this division has been moved from Development Services.
- ❖ **LIHEAP** – Reclassification of Executive Director of Development Services (.25) to Community Relations and Neighborhood Engagement Director as this division has been moved from Development services to the City Manager’s budget.

Development Services:

- ❖ **Community Improvement** – Reclassification of Executive Director of Development Services from LIHEAP to Community Improvement (.25) as LIHEAP has been moved from this department to the City Manager’s department.
- ❖ **LIHEAP** – Reclassification of Executive Director of Development Services (.25) to Community Relations and Neighborhood Engagement Director as this division has been moved from Development services to the City Manager’s budget.

Police:

- ❖ **Administration** – Addition of a new custodial worker position.
- ❖ **Patrol** – Addition of three new police officer positions and one new community service officer position.
- ❖ **Strategic Services** – Renamed from Investigations and collapsed and closed the Investigations, Traffic and SRO divisions into the new division. 56 FTEs.
- ❖ **Professional Standards and Community Engagement** – Collapsed and closed the CRU and Training divisions into this new division. 10.66 FTEs.

Fire:

- ❖ **Prevention** – Added .50 FTE's to the Fire Protection Inspector to create the .50 part-time position to one full-time position.
- ❖ **Administration** – Addition of an Administrative Services Manager.

Public Works:

- ❖ **Streets/Stormwater** – Reclassified .40 FTE's of the Senior Public Works Inspector from Stormwater to Streets.
- ❖ **Utility Administration** – Addition of an Utility Inspector position.
- ❖ **Utility Plants** – Addition of an Utility Field Service Technician position.

Recreation:

- ❖ **Special Facilities** – Addition of a Lead Maintenance Worker and part-time recreation leaders equivalent to one FTE for the new Mellonville site.

City of Sanford Grade Schedule

Class Codes	Min Annual Salary	Max Annual Salary
ACCOUNTANT	42,458	68,969
ACCREDITATION MANAGER	40,436	65,684
ADMINISTRATIVE COORDINATOR	34,930	56,740
ADMINISTRATIVE SERVICES MANAGER	54,188	88,024
ADMINISTRATIVE SPECIALIST I	24,824	40,324
ADMINISTRATIVE SPECIALIST II	28,737	46,680
ADMINISTRATIVE SPECIALIST III	33,266	54,038
ASSISTANT PLANT MANAGER	49,150	79,840
BATTALION CHIEF - EMS	64,052	99,161
BATTALION CHIEF - OPERATIONS	64,052	99,161
BATTALION CHIEF - TRAINING	64,052	99,161
BUILDING CODES INSPECTOR I	38,510	62,556
BUILDING CODES INSPECTOR II	42,458	68,969
BUILDING CODES INSPECTOR III	46,809	76,038
BUILDING OFFICIAL	62,730	101,898
CHIEF ACCOUNTANT	49,150	79,840
CIVIC CENTER SUPERVISOR	38,510	62,556
CODE ENFORCEMENT OFFICER	34,930	56,740
CODE ENFORCEMENT SUPERVISOR	42,458	68,969
COMMUNITY RELATIONS DIRECTOR	69,159	112,342
COMMUNITY SERVICE OFFICER	31,683	51,465
CREW LEADER	36,677	59,577
CRIME ANALYST	40,436	65,684
CRIME SCENE/EVIDENCE TECHNCIAN	34,930	56,740
CUSTODIAL WORKER I	20,422	33,175
CUSTODIAL WORKER II	23,642	38,404
CUSTOMER SERVICE REP	27,369	44,458
CUSTOMER SERVICE SUPERVISOR	33,266	54,038
CUSTOMER SERVICE SUPERVISOR-UTILITIES	36,677	59,577
DEPUTY BUILDING OFFICIAL	54,188	88,024
DEPUTY CITY CLERK	38,510	62,556
DEPUTY CITY MANAGER	107,288	174,280
DEPUTY FIRE CHIEF	74,154	114,801
DEPUTY POLICE CHIEF	74,154	114,801
DEVELOPMENT SERVICES MANAGER	59,743	97,046
DIRECTOR OF DEVELOPMENT SERVICES	92,680	150,549
DIRECTOR OF PLANNING & DEV.	84,063	136,553
DOCENT	19,450	31,595
DOCENTS	19,450	31,595
ECONOMIC DEV & PROMOTIONS DIR	69,159	112,342
ECONOMIC DEVELOPMENT PROJECT MANAGER	59,743	97,046
ELECTRICAL TECHNICIAN	36,677	59,577
ENVIRONMENTAL COORDINATOR	49,150	79,840
ENVIRONMENTAL TECHNICIAN	31,683	51,465
EQUIPMENT OPERATOR I	26,066	42,340
EQUIPMENT OPERATOR II	28,737	46,680
EQUIPMENT OPERATOR III	31,683	51,465
EQUIPMENT OPERATOR IV	36,677	59,577
EXECUTIVE ASST TO CITY MANAGER	44,581	72,417
FARMERS MARKET COORDINATOR	33,266	54,038
FIELD SERVICE TECHNICIAN	26,066	42,340

City of Sanford Grade Schedule

Class Codes	Min Annual Salary	Max Annual Salary
FINANCE DIRECTOR	84,063	136,553
FINANCE MANAGER	65,866	106,992
FIRE CHIEF	88,267	143,381
FIRE FIGHTER EMT	38,279	64,539
FIRE FIGHTER PARAMEDIC	39,427	66,475
FIRE LIEUTENANT	52,427	88,394
FIRE MARSHALL	67,276	104,136
FIRE PROTECTION INSPECTOR	42,458	68,969
FISCAL SPECIALIST	33,266	54,038
FISCAL TECHNICIAN	30,174	49,014
GIS TECHNICIAN	40,436	65,684
FLEET MAINTENANCE SUPT	49,150	79,840
GARAGE FOREMAN	36,677	59,577
GIS ANALYST	40,436	65,684
HISTORIC PRESERVATION PLANNER	46,809	76,038
HUMAN RESOURCES DIRECTOR	84,063	136,553
INDUSTRIAL PRETREATMENT COOR	49,150	79,840
INFORMATION AND LICENSING COORDINATOR	42,458	68,969
INSTRUMENT CONTROL SPECIALIST	40,436	65,684
INVENTORY AND PARTS TECHNICIAN	27,369	44,458
IRRIGATION TECHNICIAN	31,683	51,465
LEAD CUSTOMER SERVICE REP	30,174	49,014
LEAD GROUNDSKEEPER	33,266	54,038
LEAD MAINTENANCE WORKER	26,066	42,340
LEAD PARTS TECHNICIAN	30,174	49,014
LEAD WASTEWATER OPERATOR	44,581	72,417
LEAD WATER OPERATOR	44,581	72,417
LEISURE SERVICES DIRECTOR	84,063	136,553
LEAD WW PLANT OPERATOR	44,581	72,417
LEISURE SERVICES LEADER	19,450	31,595
LEISURE SERVICES MANAGER	62,730	101,898
LEISURE SERVICES SUPERVISOR	33,266	54,038
LIFEGUARD	19,450	31,595
LIFT STATION OPERATOR	31,683	51,465
LIHEAP OUTREACH TECHNICIAN	21,444	34,834
MAINTENANCE WORKER	22,516	36,576
MECHANIC I	30,174	49,014
MECHANIC II	33,266	54,038
PROJECTS PLANNER	46,809	76,038
MECHANIC III	36,677	59,577
MUSEUM ASSISTANT	27,369	44,458
MUSEUM CURATOR	40,436	65,684
NETWORK ENGINEER	54,188	88,024
NETWORK OPERATIONS MANAGER	65,866	106,992
OFFICER	41,638	64,483
PARK RANGER	28,737	46,680
PARKS & GROUNDS OPNS MANAGER	54,188	88,024
PARKS/GROUNDS OPERATIONS SUPT.	46,809	76,038
PAYROLL ANALYST	36,677	59,577
PER FORMANCE MANAGEMENT COORDINTOR	44,581	72,417
PERMIT COORDINATOR	27,369	44,458

City of Sanford Grade Schedule

Class Codes	Min Annual Salary	Max Annual Salary
PLANNER	44,581	72,417
PLANNING ENGINEER	51,608	83,831
PLANNING TECHNICIAN	34,930	56,740
PLANS EXAMINER	46,809	76,038
PLANS EXAMINER II	54,188	88,024
PLANTS MANAGER	56,897	92,424
POLICE CAPTAIN	67,276	104,136
POLICE CHIEF	88,267	143,381
POLICE LIEUTENANT	61,598	95,354
POLICE RECORDS TECHNICIAN	28,737	46,680
POOL SUPERVISOR	38,510	62,556
PROJECT MANAGER/PLANNING & ENG	56,897	92,424
PROJECT MANAGER/PUBLIC WORKS	56,897	92,424
PROPERTY TECHNICIAN	30,174	49,014
PROPERTY/FIXED ASSETS TECH	30,174	49,014
PUBLIC INFO OFFICER-PS	56,897	92,424
PUBLIC INFORMATION AND COMMUNICATIONS OFFICER -CITY	54,188	88,024
PUBLIC UTILITIES DIRECTOR	88,267	143,381
PUBLIC WORKS DIRECTOR	92,680	150,549
PUBLIC WORKS MAINTENANCE SUPT	49,150	79,840
PUBLIC WORKS MANAGER	54,188	88,024
PUBLIC WORKS/UTILITY ENGINEERING TECHNICIAN	36,677	59,577
PURCHASING ANALYST	36,677	59,577
PURCHASING MANAGER	62,730	101,898
RECORDS MANAGER	49,150	79,840
RECORDS SUPERVISOR	33,266	54,038
RECREATION ACTIVITY LEADER	19,450	31,595
RISK MANAGEMENT ADMINISTRATOR	54,188	88,024
SENIOR HR ANALYST-BENEF,WELL,RA	44,581	72,417
SENIOR HR ANALYST-RECRUIT &EMP REL	46,809	76,038
SENIOR PLANNER	46,809	76,038
SENIOR PUBLIC WORKS INSPECTOR	44,581	72,417
SERGEANTS	50,567	78,380
SIGN TECHNICIAN	26,066	42,340
SIGN/TRAFFIC COORDINATOR	40,436	65,684
SOLID WASTE MANAGER	46,809	76,038
SPECIAL EVENTS COORDINATOR	42,458	68,969
SPRAY TECHNICIAN	33,266	54,038
STADIUM SUPERVISOR	36,677	59,577
STREETS SUPERINTENDENT	51,608	83,831
STREETS/STORMWATER SUPT	51,608	83,831
SYSTEM ANALYST	49,150	79,840
SYSTEM SECURITY ADMINISTRATOR	49,150	79,840
SYSTEMS ENGINEER	54,188	88,024
TRADES MAINTENANCE TECH I	28,737	46,680
TRADES MAINTENANCE TECH II	34,930	56,740
URBAN FORESTER	40,436	65,684
UTILITY BILLING AND CUSTOMER SERVICE COORDINATOR	33,266	54,038
UTILITY BILLING COORDINATOR	30,174	49,014
UTILITY CREW LEADER	38,510	62,556
UTILITY FIELD SERVICE TECH I	26,066	42,340

City of Sanford Grade Schedule

Class Codes	Min Annual Salary	Max Annual Salary
UTILITY FIELD SERVICE TECH II	28,737	46,680
UTILITY FIELD SERVICE TECH III	33,266	54,038
UTILITY FIELD SPECIALIST	33,266	54,038
UTILITY INSPECTOR	38,510	62,556
UTILITY OPERATIONS MANAGER	56,897	92,424
UTILITY OPERATIONS SPECIALIST	33,266	54,038
UTILITY OPERATIONS TECHNICIAN	36,677	59,577
UTILITY PLANT MAINT/MECHANIC	38,510	62,556
UTILITY PLANT OPERATOR TRAINEE	30,174	49,014
UTILITY SUPPORT SERVICES MGR	65,866	106,992
UTILITY SYSTEMS ENGINEER	56,897	92,424
UTILITY SYSTEMS INSPCTNS SPRVS	46,809	76,038
UTILITY SYSTEMS MAINT SUPV	40,436	65,684
UTILITY WASTEWTR PLANT OPR I	33,266	54,038
UTILITY WASTEWTR PLANT OPR II	38,510	62,556
UTILITY WASTEWTR PLANT OPR III	40,436	65,684
UTILITY WATER PLANT OPR I	33,266	54,038
UTILITY WATER PLANT OPR II	38,510	62,556
VOLUNTEER PROGRAM COORDINATOR	30,174	49,014
W/WW QUALITY CONTROL TECHNICIAN	36,677	59,577
WATER PLANT OPERTOR III	40,436	65,684
WATER QUALITY SECIALIST	44,581	72,417
WATER RESOURCE ENGINEER	56,897	92,424



CITY OF
SANFORD
FLORIDA

CAPITAL IMPROVEMENT PLAN

- ❖ FIVE YEAR CAPITAL PLAN
- ❖ CAPITAL PLAN PROJECT DETAIL

City of Sanford

Five Year Capital Plan

	2020	2021	2022	2023	2024	Total
<i>Governmental</i>						
Revenues						
Impact Fees - Fire	360,000	1,482,000	956,000	-	-	2,798,000
Impact Fees - Police	213,518	179,605	193,713	203,825	218,939	1,009,600
Impact Fees - Recreation	146,215	200,000	-	-	-	346,215
Transfers from General Fund	3,386,608	1,862,314	1,918,183	1,975,729	2,035,001	11,177,836
Sales of Fixed Assets	-	-	-	-	-	-
Grants*	-	-	-	-	-	-
Interest	131,000	134,930	138,978	143,147	147,442	695,497
Debt Proceeds	481,457	495,901	510,778	526,101	541,884	2,556,121
Grants*	-	-	-	-	-	-
Use of Reserves	-	-	-	-	-	-
Total Governmental Capital Funding	\$ 4,718,798	\$ 4,354,750	\$ 3,717,652	\$ 2,848,802	\$ 2,943,267	\$ 18,583,269

Expenditures

Fire

Rescue Replacements (2)	-	-	260,000	-	315,374	575,374
Ballistic Protection & EMS Equipment for Active Shooter	-	-	30,000	-	-	30,000
SCBA Units	13,300	10,500	-	3,200	-	27,000
Cardiac Monitor***	-	252,000	36,000	-	276,404	564,404
Stryker Power Loads (5) Stretchers	-	30,000	30,000	-	-	60,000
Station 38 Refurbish And Hardening***	-	500,000	-	-	-	500,000
Station 31 Grounds Update***	-	15,000	-	-	-	15,000
Engine Replacement	550,000	-	600,000	-	610,000	1,760,000
Tower 30***	-	-	1,800,000	-	-	1,800,000
Tower 31 Replacement	-	1,200,000	-	-	-	1,200,000
Replacement Dive Truck	-	275,000	-	-	-	275,000
Human Patient Simulator***	-	-	-	-	-	-
Station 38 Driveway and Drainage Repairs	-	75,000	-	-	-	75,000
Command Vehicle Replacement	-	182,572	-	-	-	182,572
Inspector Vehicle Replacement	35,000	-	50,170	-	-	85,170
Equipment	30,000	183,431	117,825	310,409	4,937	646,602
Boat	-	70,000	-	-	-	70,000
Jet Ski Replacement	-	46,000	-	-	-	46,000
Stairchairs Replacement	-	46,000	-	-	-	46,000
Radios	130,000	-	-	-	-	130,000
Fire Station 40 Design***	-	325,000	-	-	-	325,000
Fire Station 40***	-	2,250,000	-	-	-	2,250,000
Fire Station Land**	345,000	-	-	-	-	345,000
Engine - 31B***	-	565,000	-	-	-	565,000
Rescue - 31B***	-	340,000	-	-	-	340,000
Engine - 40***	-	-	575,000	-	-	575,000
Rescue - 40***	-	-	345,000	-	-	345,000
Drone**	15,000	-	-	-	-	15,000
Thermal Imaging Cameras	-	121,000	-	-	60,000	181,000
Stretchers (5)	-	-	80,000	-	-	80,000
Cascade Breathing Compressor	-	60,000	-	-	-	60,000
Staff Vehicles	150,000	-	40,137	-	-	190,137
Utility Vehicle Replacements	-	35,000	35,000	-	-	70,000
Anti-Theft Vehicle System	-	5,000	9,000	-	-	14,000
EMS Bicycle Replacements (4)	-	10,000	-	-	-	10,000
Total Fire	1,268,300	6,596,503	4,008,132	313,609	1,266,715	13,453,259

City Manager

Furniture	-	16,725	-	-	6,857	23,582
Total City Manager	-	16,725	-	-	6,857	23,582

Economic Development

Furniture	-	3,345	-	-	-	3,345
Total Economic Development	-	3,345	-	-	-	3,345

City Clerk

Agenda Management Software	30,000	-	-	-	-	30,000
Furniture	-	10,035	-	-	-	10,035
Total City Clerk	30,000	10,035	-	-	-	40,035

Planning

Furniture	-	50,175	-	-	-	50,175
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City of Sanford

Five Year Capital Plan

	2020	2021	2022	2023	2024	Total
Total Planning	-	50,175	-	-	-	50,175
Community Improvement						
Vehicle Replacements	-	-	23,000	29,000	-	52,000
Total Community Improvement	-	-	23,000	29,000	-	52,000
Human Resources						
Office Furniture	-	16,725	-	-	-	16,725
Total Human Resources	-	16,725	-	-	-	16,725
Finance - Information Technology						
Equipment and Hardware	112,000	202,000	189,199	346,849	53,807	903,855
Office Furniture	-	-	38,528	-	-	38,528
Total Finance- Information Technology	112,000	202,000	227,727	346,849	53,807	942,383
Police						
Vehicle Replacements	481,457	495,901	510,778	526,101	541,884	2,556,121
10 Replacement Bicycles	-	-	-	-	-	-
HVAC Cleaning - PSC	-	-	-	-	-	-
PSC Interior/Exterior Painting Maintenance	-	-	-	-	-	-
Computer Voice Stress Analysis	-	-	-	-	-	-
PSC Security Cameras	-	-	-	-	-	-
Motorcycle Mounted Radars***	-	-	-	-	-	-
Body Camera Signal Unit	-	-	-	-	-	-
Training Simulator***	40,000	-	-	-	-	40,000
Training Unit Gun Range Trailer***	8,000	-	-	-	-	8,000
ALPR-Speed Trailer***	35,000	-	-	-	-	35,000
ALPR-Message Board***	40,000	-	-	-	-	40,000
Video Monitoring System***	-	160,000	190,000	200,000	215,000	765,000
Zebra Ticket Printers	11,670	12,021	12,382	12,800	13,135	62,008
Upgrade Interview Room A/V System	37,400	-	-	-	-	37,400
Modify Police Vehicle for PIT Training	-	5,000	-	-	-	5,000
Gym Equipment	-	5,000	-	-	-	5,000
Golf Cart***	-	10,000	-	-	-	10,000
Golf Carts	15,000	20,000	-	-	-	35,000
Public School Long Gun Safes (10)	-	12,000	-	-	-	12,000
Computer Voice Stress Analysis	-	-	-	-	-	-
Aptean UTC and Parking Ticket Software***	30,000	-	-	-	-	30,000
PSC Security Cameras (5)	25,000	25,750	26,523	27,318	28,138	132,729
Fingerprint Scanner***	6,000	6,000	-	-	-	12,000
Fuming Chamber***	8,000	-	-	-	-	8,000
Vehicle Management Tracking System***	13,000	-	-	-	-	13,000
iPhone/Android Application***	12,500	-	-	-	-	12,500
Cell Phone Geo Software***	4,225	-	-	-	-	4,225
Automatic License Plate Reader (Portable)***	-	-	35,783	-	-	35,783
Reseal and Restripe Public Safety Complex Parking Lot	6,000	-	-	-	-	6,000
In Car Camera System (6)	15,000	15,450	15,914	-	-	46,364
Body Camera Signal Unit (5)***	3,500	3,605	3,713	3,825	3,939	18,582
Handheld Traffic Radars	6,000	6,180	6,365	6,556	6,753	31,854
Training Room UV Upgrade	8,100	-	-	-	-	8,100
Crime Scene Privacy Barrier***	5,047	-	-	-	-	5,047
Touch Screen Kiosks***	2,246	-	-	-	-	2,246
Pick up truck bed roll covering***	1,500	-	-	-	-	1,500
Records unit Desk replacements	6,000	-	-	-	-	6,000
HVAC Cleaning - PSC	58,359	-	-	-	-	58,359
Equipment***	4,500	-	14,494	497,582	29,922	546,498
Total Police	883,504	776,907	815,951	1,274,182	838,771	4,589,315
Recreation						
Parks and Grounds - Improvements	232,750	1,269,973	201,395	44,702	-	1,748,820
Parks and Grounds - Fort Mellon Park Landscape Median	-	13,756	-	-	-	13,756
Parks and Grounds - Fort Mellon Park Tennis Courts & Lighting	-	300,000	-	-	-	300,000
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	-	120,000	-	-	-	120,000
Parks and Grounds - Equipment	-	659,381	13,379	54,720	-	727,480
Parks and Grounds - Fort Mellon Park - Playground Shade Structure***	-	200,000	-	-	-	200,000
Parks and Grounds - Groveview Park Shelter	75,415	-	-	-	-	75,415
Parks and Grounds - Groveview Park Shelter Lighting	146,215	-	-	-	-	146,215

City of Sanford

Five Year Capital Plan

	2020	2021	2022	2023	2024	Total
Parks and Grounds - Touhy Park Sidewalk	157,563					157,563
Parks and Grounds - Lee P. Moore Park (Rehab Restroom Bldg.)	-	70,000	-	-	-	70,000
Parks and Grounds - Town Center Traffic Median Irrigation	-	100,000	-	-	-	100,000
Parks and Grounds - Pinehurst Park Court Rehab	-	85,000	-	-	-	85,000
Parks and Grounds - Tennis Court Rehab	-	8,500	-	-	-	8,500
Parks and Grounds - Vehicle Replacements	-	202,021	20,448	104,702	-	327,171
Parks and Grounds - McKibbins Park Basketball & Tennis Courts	-	350,000	-	-	-	350,000
Parks and Grounds - 1st Street bench repairs	132,818	-	-	-	-	132,818
Parks and Grounds - Sanford Marina Break Water Walls (SCBIP \$50,000, LWCF \$200,000 and Stormwater \$250,000)*	-	-	-	-	-	-
Parks and Grounds - Riverwalk Rehab	-	-	-	-	-	-
Equipment	-	499,460	-	296,952	-	796,412
Recreation Offices Interior Painting	-	27,810	-	-	-	27,810
Furniture	-	34,599	-	-	72,515	107,114
Billard Tables (2)	-	5,600	-	-	-	5,600
Shuffleboard Clubhouse Remodel	-	10,000	-	-	-	10,000
Cultural Arts Center HVAC System	-	25,978	-	-	-	25,978
Chase Park Air Conditioner	-	-	-	-	-	-
Civic Center Bathroom Floor	7,245	-	-	-	-	7,245
Civic Center Window Storefront Façade	30,065	-	-	-	-	30,065
Senior Center Improvements	-	71,500	-	-	-	71,500
Senior Center Partitions	-	9,270	-	-	-	9,270
Vehicle Replacements	50,000	-	42,924	-	-	92,924
Museum Security System Upgrade	-	21,060	-	-	-	21,060
Stadium Hoshizaki KM500MAE / B500PD Ice Machine (2)	-	4,000	-	-	-	4,000
Stadium Offices AC	-	23,814	-	-	-	23,814
Cultural Arts Center Interior Painting	-	9,000	-	-	-	9,000
Aquatic Center Timing System	-	5,075	-	-	-	5,075
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	-	-	-	-	-	-
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
Stadium Locker Room AC	-	5,500	-	-	-	5,500
Aquatic Center Lockers	-	13,264	-	-	-	13,264
Automated External Defibrillators (AED) Replacements	-	17,838	2,230	-	-	20,068
Stadium Painting Stadium	-	-	333,500	-	-	333,500
Stadium Marquee	-	20,000	-	-	-	20,000
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
Senior Center Wall Partitions	-	9,270	-	-	-	9,270
Light Duty Workman	-	10,900	-	-	-	10,900
Geni Lift 34' Aerial Platform	-	-	-	-	-	-
Commercial Vulcan 36L 36" 4-Burner Gas Range	-	5,220	-	-	-	5,220
Commercial Refrigerator Traulsen G30013 Stainless Steel	-	5,220	-	-	-	5,220
Pump Lift Station	-	4,500	-	-	-	4,500
Westside Basketball Court	5,100	-	-	-	-	5,100
Mellonville Restrooms	150,000	-	-	-	-	150,000
Mellonville renovation of first floor	110,000	-	-	-	-	110,000
Mower	54,961	-	-	-	-	54,961
Aquatic Center Shade Structures	-	-	-	-	-	-
Total Recreation	1,152,132	7,119,102	613,876	501,076	72,515	9,458,701
Public Works						
Streets - Flatbed Dump Truck	-	73,110	-	-	-	73,110
Streets - Pickup Truck	31,000	25,855	25,855	-	-	82,710
Streets - Massey Ferguson 383 - Bush Hog Tractor	-	36,794	-	-	-	36,794
Streets - Gradall	-	183,969	-	-	-	183,969
Streets - Full Matrix Messsage Board	-	-	-	-	-	-
Streets - Utility Trailers (2)	3,790	4,616	-	-	-	8,406
Streets - Equipment	15,000	336,549	19,065	8,835	-	379,449
Fleet - Vehicle A/C Machine	-	7,500	-	-	-	7,500
Fleet - Fuel Island Canopy	110,000	-	-	-	-	110,000
Fleet - Vehicle Replacement	-	38,000	-	-	-	38,000
Fleet - Garage Doors	-	-	-	-	-	-
Fleet - Fuel Island Software	-	-	-	-	-	-

City of Sanford

Five Year Capital Plan

	2020	2021	2022	2023	2024	Total
Fleet - Equipment	20,000	47,342	8,122	-	75,085	150,549
Facilities - Vehicle Replacements (1)	-	26,758	-	-	-	26,758
Facilities - Pickup Truck Replacement	-	21,624	-	25,855	-	47,479
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 - Welcome Center - Window Repair / Replace	-	-	-	-	-	-
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	-	-	-	-	-	-
Facilities - City Hall - Duct Clean & Repair	139,363	-	139,363	-	-	278,726
Facilities - City Hall - Ice Maker	-	-	3,345	-	-	3,345
Facilities - City Hall - Bathroom	-	-	86,995	-	-	86,995
Facilities - City Hall - Roof	-	-	-	-	342,798	342,798
Facilities - Chamber of Commerce - HVAC	-	8,000	-	-	-	8,000
Facilities - City Hall - ADA Infrastructure Compliance***	-	400,000	100,000	-	-	500,000
Facilities - Fleet Maintenance - Bathroom Refurbish	-	-	-	-	-	-
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	-	-	-	-	-	-
Facilities - Groveview Park - Roof	-	-	2,787	-	-	2,787
Facilities - Commission Chamber - Door Opener	-	3,345	-	-	-	3,345
Facilities - Equipment	-	47,718	249,014	145,167	61,704	503,603
Facilities - Bucket Truck	-	196,894	-	-	95,523	292,417
Health - Equipment	20,000	-	100,000	91,422	-	211,422
Administration - Vehicles	31,208	-	-	24,528	-	55,736
Administration - Office Furniture	-	3,247	-	-	-	3,247
Total Capital Projects Expenditures	3,975,419	16,332,393	6,702,599	2,760,523	2,813,775	32,522,353.23
Surplus/(Deficit)	743,379	(11,977,643)	(2,984,947)	88,279	129,491	(13,939,085)

Roads and Streets

<u>Local Option Gas Tax</u>						
Revenues						
Local Option Gas Tax	1,268,508	1,306,563	1,345,760	1,386,133	1,427,717	6,734,681
Total Capital Funding	1,268,508	1,306,563	1,345,760	1,386,133	1,427,717	6,734,681
Expenditures						
Street Rehabilitation Program	494,987	525,243	541,000	555,000	570,000	2,686,230
Total Capital Expenditures	494,987	525,243	541,000	555,000	570,000	2,686,230
Surplus/(Deficit)	773,521	781,320	804,760	831,133	857,717	4,048,451

Development Services

<u>Building</u>						
Revenues						
Revenues	32,000	-	-	-	-	32,000
Total Capital Funding	32,000	-	-	-	-	32,000
Expenditures						
Vehicle Replacement	32,000	-	-	-	-	32,000
Total Capital Expenditures	32,000	-	-	-	-	32,000
Surplus/(Deficit)	-	-	-	-	-	-

City of Sanford

Five Year Capital Plan

	2020	2021	2022	2023	2024	Total
Roads and Streets						
Third Generation Sales Tax						
Revenues						
Sales Tax	3,617,748	3,565,223	3,672,180	3,782,345	3,895,815	18,533,311
Use of Reserve	-	-	-	-	-	-
Total Capital Funding	3,617,748	3,565,223	3,672,180	3,782,345	3,895,815	18,533,311
Expenditures						
Streets - ADA Compliance	236,492	260,141	286,155	314,770	346,247	1,443,805
Streets - Streets	2,059,545	-	-	-	-	2,059,545
Streets - Sidewalks	500,000	279,355	293,322	307,988	323,387	1,704,052
Streets - Curbs	236,492	-	-	-	-	236,492
Streets - Streetlighting	35,474	36,538	37,634	38,763	39,926	188,336
Total Capital Expenditures	3,068,003	576,034	617,111	661,521	709,560	5,632,230
Surplus/(Deficit)	549,745	2,989,189	3,055,068	3,120,824	3,186,255	12,901,081
Stormwater						
Revenues						
Rate Revenue	3,273,187	600,000	450,000	450,000	450,000	5,223,187
Use of Reserves	7,411,813	-	-	-	-	7,411,813
Total Capital Funding	10,685,000	600,000	450,000	450,000	450,000	12,635,000
Expenditures						
Pipelining (Citywide)	150,000	150,000	-	-	-	300,000
Parks and Grounds - Sanford Marina Break Water Walls (SCBIP \$50,000, LWCF \$200,000 and Stormwater \$250,000)*	250,000	-	-	-	-	250,000
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
Boat	30,000	-	-	-	-	30,000
Vehicle Replacement	-	-	-	-	-	-
Equipment	55,000	-	-	-	-	55,000
Stormwater Enterprise	9,750,000	-	-	-	-	9,750,000
Total Capital Expenditures	10,685,000	600,000	450,000	450,000	450,000	12,635,000
Surplus/(Deficit)	-	-	-	-	-	-
Water/Wastewater						
Revenues						
Operating Reserves	1,800,000	950,000	1,982,500	4,475,000	-	9,207,500
Water Rate Revenue	465,000	355,000	305,000	310,000	-	1,435,000
Wastewater Rate Revenue	590,000	525,000	520,000	550,000	-	2,185,000
Water System Development Charges	1,550,000	300,000	-	-	-	1,850,000
Sewer System Development Charges	2,405,000	1,475,000	712,500	375,000	-	4,967,500
Grant Funding	1,000,000	500,000	2,775,000	2,500,000	-	6,775,000
Contributions from Developers	-	-	-	-	-	-
Debt Proceeds	6,370,000	5,620,000	2,500,000	-	-	14,490,000
Other Funding Sources	7,576,000	9,797,000	9,649,000	3,824,000	-	30,846,000
Total Capital Funding	21,756,000	19,522,000	18,444,000	12,034,000	-	71,756,000
Administration - Water						
Expenditures						
Equipment and Hardware	50,000	20,000	20,000	50,000	-	140,000
Total Administration - Water	50,000	20,000	20,000	50,000	-	140,000
Administration - Wastewater						
Expenditures						
Equipment and Hardware	20,000	20,000	20,000	50,000	-	110,000
Total - Administration - Wastewater	20,000	20,000	20,000	50,000	-	110,000

City of Sanford

Five Year Capital Plan

	2020	2021	2022	2023	2024	Total
Water Treatment Plants, Wellfield and Water Quality						
Consumptive Use Permit Monitoring	35,000	35,000	35,000	35,000	-	140,000
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
Main WTP Improvements**	4,120,000	4,120,000	-	-	-	8,240,000
Main WTP-Future Treatment	-	-	100,000	100,000	-	200,000
Water Well Rehab	130,000	130,000	135,000	135,000	-	530,000
Elevated Water Tank Improvements	41,000	42,000	43,000	44,000	-	170,000
Future WTP Planning and Supply Analysis	550,000	300,000	-	-	-	850,000
Hidden Lakes New Well	1,000,000	-	-	-	-	1,000,000
Asset Man/SOP's/Safety Plan/Etc	100,000	100,000	50,000	25,000	-	275,000
Equipment Replacement & Rehab	80,000	80,000	80,000	80,000	-	320,000
Total - Water Treatment Plants, Wellfield and Water Quality	6,136,000	4,887,000	523,000	499,000	-	12,045,000
North Water Reclamation Facility						
North Water Reclamation Facility Improvements	220,000	220,000	220,000	220,000	-	880,000
Disc Filtration System & RW Distribution Loop Pressurization System	1,550,000	1,100,000	900,000	-	-	3,550,000
Construction of ThermAer Tanks & Dryers I**	150,000	-	-	-	-	150,000
Biosolids Enhancements**	100,000	-	-	-	-	100,000
New Reclaimed Water Distribution Pump Station	-	-	500,000	1,600,000	-	2,100,000
Flow Equalization Basin, FEB Pump Station, MLS Wet Well	-	-	600,000	1,750,000	-	2,350,000
Electrical System Improvements / Upgrades	50,000	500,000	500,000	500,000	-	1,550,000
New Transfer Pump Station	250,000	1,500,000	700,000	-	-	2,450,000
Control Valve at River	150,000	-	-	-	-	150,000
Front Entrance Wall, Gate and Landscaping	650,000	-	-	-	-	650,000
Actiflo Upgrade	-	-	-	50,000	-	50,000
Vehicle Replacement	110,000	60,000	60,000	60,000	-	290,000
Asset Management	250,000	125,000	100,000	50,000	-	525,000
Air Condition Blower Bldg - Air Intake Structure	200,000	200,000	-	-	-	400,000
Operations Relocation - Upstairs of Thickener Bldg	325,000	-	-	-	-	325,000
Metal Bldg on Parcel South of SNWRF + Asphalt + Fencing	300,000	-	-	-	-	300,000
Block Wall at South Entrance to SNWRF	125,000	-	-	-	-	125,000
Security System and WiFi Upgrades	25,000	25,000	25,000	25,000	-	100,000
Close Front Entrance + New Bridge at Mill Creek	-	-	-	100,000	-	100,000
New Volute Thickening System	-	-	100,000	850,000	-	950,000
Equipment Replacement	100,000	100,000	100,000	100,000	-	400,000
Total - North Water Reclamation Facility	4,555,000	3,830,000	3,805,000	5,305,000	-	17,495,000
South Water Reclamation Facility						
Improvements/Equipment	50,000	50,000	50,000	50,000	-	200,000
Vehicles and Equipment	40,000	40,000	40,000	40,000	-	160,000
Security System and WiFi Upgrades	25,000	20,000	15,000	15,000	-	75,000
Sludge Holding Tank No. 2	1,400,000	250,000	-	-	-	1,650,000
New Aeration System/Blowers for Sludge Holding Tank No. 1	600,000	-	-	-	-	600,000
Asset Man/SOP's/Safety Plan/B/mark & Efficiency/Emer Man	250,000	125,000	100,000	75,000	-	550,000
2nd Mech Barscreen; RAS Line; Odor Demo; Concrete Repair; Drain	250,000	100,000	-	-	-	350,000
Anaerobic and Anoxic Selectors; Reaeration Basins - AWT	150,000	750,000	600,000	-	-	1,500,000
Dryer Building Conversion (Storage; Offices, etc.)	-	-	150,000	125,000	-	275,000
Gasifier Bldg Repairs, Modifications and Reconfiguration	50,000	300,000	-	-	-	350,000
Dewatering Screw Press	-	-	37,500	-	-	37,500
Dewatering Screw Press (Split Funding)	-	-	37,500	-	-	37,500
Total - South Water Reclamation Facility	2,815,000	1,635,000	1,030,000	305,000	-	5,785,000
Lift Stations						
Lift Station Forcemain Repairs & Improvements	500,000	500,000	500,000	500,000	-	2,000,000
Sunland Estates Lift Station Replacement	730,000	-	-	-	-	730,000
Lift Station Rerouting / Capacity Upgrades to SSWRC	100,000	750,000	375,000	375,000	-	1,600,000
Pressure Gauges at LS's - tied to SCADA	50,000	50,000	50,000	50,000	-	200,000
Total - Lift Stations	1,380,000	1,300,000	925,000	925,000	-	4,530,000
Water Distribution						
Automated Meter Reading Program	50,000	50,000	50,000	50,000	-	200,000
New Water System Flow Meters**	2,000,000	1,500,000	300,000	-	-	3,800,000
Security Improvements - Water Treatment	10,000	10,000	10,000	10,000	-	40,000
Line Renewal, Replace, Loop and Extend	500,000	500,000	500,000	500,000	-	2,000,000
SR 46 WM Replacement	220,000	2,000,000	1,400,000	-	-	3,620,000
Pressure Gauges along WM's - tied to LS's & SCADA	50,000	50,000	50,000	50,000	-	200,000
Airport Blvd. WM Relocation	-	-	1,070,000	-	-	1,070,000

City of Sanford

Five Year Capital Plan

	2020	2021	2022	2023	2024	Total
S. Summerlin Ave. WM Extensioin	-	275,000	-	-	-	275,000
3rd and 17-92 Hydrant Improvements/Line Looping	250,000	-	-	-	-	250,000
Utility Building Roof Repair - 1303 S. French Ave (50% of total cost)	175,000	-	-	-	-	175,000
North Street Water Line Looping (12-inch)	50,000	120,000	630,000	640,000	-	1,440,000
Equipment	180,000	100,000	100,000	100,000	-	480,000
Vehicles	50,000	50,000	50,000	50,000	-	200,000
Total Water Distribution	3,535,000	4,655,000	4,160,000	1,400,000	-	13,750,000
Sewer Collection						
Line Rehabilitation	500,000	500,000	500,000	500,000	-	2,000,000
Airport Blvd FM Relocation	-	50,000	741,000	-	-	791,000
Equipment	160,000	100,000	100,000	100,000	-	460,000
Vacuum Station - Odor Control and Pumps	250,000	-	-	-	-	250,000
Sanford Nutrient Reduction Appropriation (I/I)*	500,000	-	-	-	-	500,000
Collection System Asset Management	-	125,000	125,000	-	-	250,000
Beardall to SR 415 FM - Line expansion	780,000	425,000	-	-	-	1,205,000
Vehicles	75,000	75,000	75,000	75,000	-	300,000
Total Sewer Collection Distribution	2,265,000	1,275,000	1,541,000	675,000	-	5,756,000
Reclaimed Water System						
Site 10 Storage Pond and Distribution System*	-	-	2,500,000	2,500,000	-	5,000,000
Site 10 Maintenance*	500,000	500,000	275,000	-	-	1,275,000
Misc. RW Discharge Line Repair	100,000	100,000	100,000	100,000	-	400,000
Misc. Reclaimed Line Ext's	50,000	50,000	50,000	50,000	-	200,000
Cost Share Match - SJRWMD	50,000	50,000	50,000	50,000	-	200,000
Reclaimed WM Looping - Ohio Ave./Mellonville Ave./Airport West End	250,000	1,100,000	1,000,000	-	-	2,350,000
Reclaimed WM Extension - W. Marquette Ave. / Red Cleveland Blvd.	-	-	120,000	-	-	120,000
Reclaimed Water System Asset Management	-	-	125,000	125,000	-	250,000
Reclaimed Water Storage Expansion (GST)	50,000	100,000	-	-	-	150,000
Reclaimed Water Storage Expansion (Mill Creek)**	-	-	2,200,000	-	-	2,200,000
Total Reclaimed Water System	1,000,000	1,900,000	6,420,000	2,825,000	-	12,145,000
Total Capital Expenditures	21,756,000	19,522,000	18,444,000	12,034,000	-	71,756,000
Surplus/(Deficit)	-	-	-	-	-	-
	36,943,406	36,979,636	26,137,600	15,799,523	3,833,775	119,631,584

*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.



2020 CAPITAL IMPROVEMENT PROGRAM

Project Name: **SCBA Bottle Replacement**

Contact: Battalion Chief Geraghty

Department: Fire Department

Location: Station 31

Type: Replacement

Useful Life: 15 years

District: All Districts

5 Year (2015-2019) Historical Total \$ 42,950

2020-2024 Total \$ 27,000

CIP Project Total \$ 69,950

Description:

Replace SCBA bottles going out of service life.

Justification:

Nineteen (19) bottles have 2005 and 2006 in service dates. They have a 15 year life as they are carbon wrapped bottles.

Expenditures	2020	2021	2022	2023	2024	Total
SCBA Bottle Replacement	\$ 13,300	\$ 10,500	\$ -	\$ 3,200	\$ -	\$ 27,000
Total Expenditures	\$ 13,300	\$ 10,500	\$ -	\$ 3,200	\$ -	\$ 27,000

Funding Source	2020	2021	2022	2023	2024	Total
General Fund Transfer to CIP	\$ 13,300	\$ 10,500	\$ -	\$ 3,200	\$ -	\$ 27,000
Total Expenditures	\$ 13,300	\$ 10,500	\$ -	\$ 3,200	\$ -	\$ 27,000

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

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



2020 CAPITAL IMPROVEMENT PROGRAM

Project Name: **Replacement Fire Engine/Pumper**

Contact: Battalion Chief Geraghty

Department: Fire Department

Location: Station 38

Type: Replacement

Useful Life: 10 years

District: All Districts

5 Year (2015-2019) Historical Total

2020-2024 Total \$ 1,760,000

CIP Project Total \$ 1,760,000

Description:

Fire Engine/Pumper for fire suppression and emergency response.

Justification:

Replace (#31) 2005 Dash pumper with 120,00 miles and 14 yrs old. A replacement engine/pumper will allow all front run Engines to be consistent, reliable, and will reduce maintenance cost and out of service times.

<u>Expenditures</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>Total</u>
Replacement Fire Engine/Pumper	\$ 550,000	\$ -	\$ 600,000	\$ -	\$ 610,000	\$ 1,760,000
Total Expenditures	\$ 550,000	\$ -	\$ 600,000	\$ -	\$ 610,000	\$ 1,760,000

<u>Funding Source</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>Total</u>
General Fund Transfer to CIP	\$ 550,000	\$ -	\$ 600,000	\$ -	\$ 610,000	\$ 1,760,000
Total Expenditures	\$ 550,000	\$ -	\$ 600,000	\$ -	\$ 610,000	\$ 1,760,000

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

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



2020 CAPITAL IMPROVEMENT PROGRAM

Project Name: **Replacement Fire Prevention Vehicle**

Contact: Fire Marshal Minnetto

Department: Fire Prevention

Location: Fire Prevention/City Hall

Type: Replacement

Useful Life: 10 years

District: All Districts

5 Year (2015-2019) Historical Total \$ 63,978

2020-2024 Total \$ 197,000

CIP Project Total \$ 260,978

Description:

Replace fire prevention vehicle (#38); purchase a new Ford F150 to match our pre-existing fleet for Fire Prevention.

Justification:

Vehicle #38 is a 2008 GMC Canyon model with 131,053 miles and 11 years old which meets the mileage and age requirements for replacement.

<u>Expenditures</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>Total</u>
Replacement Fire Prevention Vehicle	\$ 35,000	\$ -	\$ 38,000	\$ 40,000	\$ 84,000	\$ 197,000
Total Expenditures	\$ 35,000	\$ -	\$ 38,000	\$ 40,000	\$ 84,000	\$ 197,000

<u>Funding Source</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>Total</u>
General Fund Transfer to CIP	\$ 35,000	\$ -	\$ 38,000	\$ 40,000	\$ 84,000	\$ 197,000
Total Expenditures	\$ 35,000	\$ -	\$ 38,000	\$ 40,000	\$ 84,000	\$ 197,000

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

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



2020 CAPITAL IMPROVEMENT PROGRAM

Project Name: **Replacement of Equipment**

Contact: Battalion Chief Geraghty

Department: Fire Department

Location: All Districts

Type: Replacement

Useful Life: 8-10 years

District: All Districts

5 Year (2015-2019) Historical Total \$ 44,500

2020-2024 Total \$ 90,000

CIP Project Total \$ 134,500

Description:

To replace hose, nozzles, rope, and etc. as they are needed.

Justification:

To replace older hose that is past its expected life (1999-2000), nozzles that have been rebuilt several times that are worn out, or rope due to being used multiple times in life safety situations that must be replace.

<u>Expenditures</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>Total</u>
Replacement of Equipment	\$ 30,000	\$ 30,000	\$ 15,000	\$ 15,000	\$ -	\$ 90,000
Total Expenditures	\$ 30,000	\$ 30,000	\$ 15,000	\$ 15,000	\$ -	\$ 90,000

<u>Funding Source</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>Total</u>
General Fund Transfer to CIP	\$ 30,000	\$ 30,000	\$ 15,000	\$ 15,000	\$ -	\$ 90,000
Total Expenditures	\$ 30,000	\$ 30,000	\$ 15,000	\$ 15,000	\$ -	\$ 90,000

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

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



2020 CAPITAL IMPROVEMENT PROGRAM

Project Name: **Replacement Radios**

Contact: Battalion Chief Cuellar

Department: Fire Department

Location: Station 31

Type: Replacement

Useful Life: 15 years

District: All Districts

5 Year (2015-2019) Historical Total \$ 23,000

2020-2024 Total \$ 130,000

CIP Project Total \$ 153,000

Description:

Replacement of 19 APX6000XE Portable Radios and 5 APX6500 Mobile Radios with over the air programming (OTAP), enhanced data, and personnel accountability enabled.

Justification:

The existing 19 portables and 5 mobile radios that are "XTS" models are no longer supported by the manufacturer and will not support the OTAP and personnel accountability needs of the new Computer Aided Dispatch System that Seminole County is implementing this year.

<u>Expenditures</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>Total</u>
Replacement Radios	\$ 130,000	\$ -	\$ -	\$ -	\$ -	\$ 130,000
Total Expenditures	\$ 130,000	\$ -	\$ -	\$ -	\$ -	\$ 130,000

<u>Funding Source</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>Total</u>
General Fund Transfer to CIP	\$ 130,000	\$ -	\$ -	\$ -	\$ -	\$ 130,000
Total Expenditures	\$ 130,000	\$ -	\$ -	\$ -	\$ -	\$ 130,000

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

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



2020 CAPITAL IMPROVEMENT PROGRAM

Project Name: **New Fire Station 40 Land Acquisition**

Contact: Deputy Chief McNeil

Department: Fire Department

Location: Lake Mary Blvd

Type: New

Useful Life: 20 years

District: All Districts

5 Year (2015-2019) Historical Total

2020-2024 Total \$ 345,000

CIP Project Total \$ 345,000

Description:

Purchase land in the area of the East Lake Mary Blvd. extension for Station 40.

Justification:

Due to the growth on the East Lake Mary Blvd. extension there is a need for a Fire Station. There are multiple homes and talks of several hotels in the area. Also due to the annex of more and more land in this area we need to be able to cover the response area. (Impact Fee Eligible)

<u>Expenditures</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>Total</u>
New Fire Station 40 Land Acquisition	\$ 345,000	\$ -	\$ -	\$ -	\$ -	\$ 345,000
Total Expenditures	\$ 345,000	\$ -	\$ -	\$ -	\$ -	\$ 345,000

<u>Funding Source</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>Total</u>
Fire Impact Fees	\$ 345,000	\$ -	\$ -	\$ -	\$ -	\$ 345,000
Total Expenditures	\$ 345,000	\$ -	\$ -	\$ -	\$ -	\$ 345,000

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

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



2020 CAPITAL IMPROVEMENT PROGRAM

Project Name: **New Fire Reconnaissance/Rescue Drone**

Contact: Battalion Chief Geraghty

Department: Fire Department

Location: Station 31

Type: New

Useful Life: 5 years

District: All Districts

5 Year (2015-2019) Historical Total	\$	-
2020-2024 Total	\$	15,000
CIP Project Total	\$	15,000

Description:

Unmanned rescue/reconnaissance drone and associated training.

Justification:

A new drone would increase our rescue capabilities with faster response to inaccessible areas, allow for early detection of hazards, and provide large overview of the incident. (Impact Fee Eligible)

<u>Expenditures</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>Total</u>
New Fire Reconnaissance/Rescue Dron	\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ 15,000
Total Expenditures	\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ 15,000

<u>Funding Source</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>Total</u>
Fire Impact Fees	\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ 15,000
Total Expenditures	\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ 15,000

Estimated Operating Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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Estimated Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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2020 CAPITAL IMPROVEMENT PROGRAM

Project Name: **Replacement of 3 Staff Vehicles**

Contact: Chief Craig Radzak

Department: Fire Department

Location: Public Safety Complex

Type: Replacement

Useful Life: 12 years

District: All Districts

5 Year (2015-2019) Historical Total	\$	130,000
2020-2024 Total	\$	150,000
CIP Project Total	\$	150,000

Description:

Replace 3 staff vehicles: 1) Chief's vehicle (#2); 2) EMS BC vehicle (#34), and 3) Admin vehicle (#15).

Justification:

1) Vehicle #2 is a 2007 Chevy Tahoe with over 108,000 miles and 12 yrs old. According to Fleet Maintenance, the repair cost of this vehicle exceeds 85% of the value of the vehicle; 2) Vehicle #34 is a 2006 Jeep Cherokee with 122,000 miles and 13 yrs old; 3) Vehicle #15 is a 2001 Expedition with 129,000 miles and 18 yrs old. Vehicles #34 and #15 meet mileage and age requirements for replacement.

<u>Expenditures</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>Total</u>
Replacement of 3 Staff Vehicles	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ 150,000
Total Expenditures	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ 150,000

<u>Funding Source</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>Total</u>
General Fund Transfer to CIP	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ 150,000
Total Expenditures	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ 150,000

Estimated Operating Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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Estimated Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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2020 CAPITAL IMPROVEMENT PROGRAM

Project Name: **Agenda Management Software**

Contact: Traci Houchin

Department: City Clerk

Location: City Hall

Type: New

Useful Life: 10+ Years

District: All Districts

5 Year (2015-2019) Historical Total	\$	-
2020-2024 Total	\$	30,000
CIP Project Total	\$	30,000

Description:

Agenda Management Software to include paperless agenda packets, board manager, video and audio manager, public records request tracker and meeting and report tracker.

Justification:

To stay with the "Tree City" logo this is a totally paperless software that will make preparing the agenda packets much less complex. The vendor will have training sessions for City staff and elected officials to make the change easy. We currently make thousands of copies every two weeks which is expensive and time consuming. Having the digital agendas, will be a large cost savings with all of the paper we use.

<u>Expenditures</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>Total</u>
Agenda Management Software	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ 30,000
Total Expenditures	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ 30,000

<u>Funding Source</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>Total</u>
General Fund Transfer to CIP	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ 30,000
Total Expenditures	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ 30,000

Estimated Operating Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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Estimated Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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2020 CAPITAL IMPROVEMENT PROGRAM

Project Name: **PC Equipment Refresh**

Contact: Bob Keegan

Department: Finance / IT

Location: City Hall

Type: Replacement

Useful Life: 5 years

District: All Districts

5 Year (2015-2019) Historical Total	\$	302,780
2020-2024 Total	\$	322,500
CIP Project Total	\$	625,280

Description:

Replace aging computer equipment.

Justification:

During this 4 year period we will endeavor to replace about 400 computer systems with their respective desktops, laptops, or tablets. 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>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>Total</u>
PC Equipment Refresh	\$ 62,000	\$ 127,000	\$ 133,500	\$ -	\$ -	\$ 322,500
Total Expenditures	\$ 62,000	\$ 127,000	\$ 133,500	\$ -	\$ -	\$ 322,500

<u>Funding Source</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>Total</u>
General Fund Transfer to CIP	\$ 62,000	\$ 127,000	\$ 133,500	\$ -	\$ -	\$ 322,500
Total Expenditures	\$ 62,000	\$ 127,000	\$ 133,500	\$ -	\$ -	\$ 322,500

Estimated Operating Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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Estimated Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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2020 CAPITAL IMPROVEMENT PROGRAM

Project Name: **IBM AS400 System - Disaster Recovery**

Contact: Bob Keegan

Department: Finance / IT

Location: City Hall

Type: Replacement

Useful Life: 7 years

District: All Districts

5 Year (2015-2019) Historical Total	\$	-
2020-2024 Total	\$	50,000
CIP Project Total	\$	50,000

Description:

Currently only one IBM AS400 server exists for the city's financial system for the test and production environments.

Justification:

Implement an additional IBM AS400 server to provide a timely disaster recovery of the city's financial system due to hardware failure or cybersecurity attack that compromises the production server. The plan is to migrate the existing server which is 7 years old as the disaster recovery server. The new server will become the production server which will keep up with ever changing upgrades and software enhancements.

<u>Expenditures</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>Total</u>
IBM AS400 System - Disaster Recovery	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 50,000
Total Expenditures	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 50,000

<u>Funding Source</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>Total</u>
General Fund Transfer to CIP	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 50,000
Total Expenditures	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 50,000

Estimated Operating Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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Estimated Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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2020 CAPITAL IMPROVEMENT PROGRAM

Project Name: **VEHICLE REPLACEMENTS**

Contact: Jim Krzenski

Department: Police

Location: Police

Type: New

Useful Life: Ten Years

District: All Districts

5 Year (2015-2019) Historical Total	\$	2,625,354
2019-2024 Total	\$	2,556,121
CIP Project Total	\$	5,181,475

Description:

Police Department Vehicles: The standard Sanford Police Department patrol vehicle (Chevrolet Impala) is no longer manufactured as a Police Vehicle. We are currently purchasing Ford Interceptor Utility and Chevrolet Tahoes. These SUV style vehicles have a history of longer service life than an Impala and provide a better return when auctioning at the conclusion of service life as a police vehicle. Approximately ten - twelve vehicles, costing \$42,000 each will need to be replaced during FY-2020.

Justification:

Providing efficient police services within a municipality requires officers to patrol and respond to calls for service in an assigned reliable police vehicle. 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.

<u>Expenditures</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>Total</u>
Vehicle Replacements	\$ 481,457	\$ 495,901	\$ 510,778	\$ 526,101	\$ 541,884	\$ 2,556,121
Total Expenditures	\$ 481,457	\$ 495,901	\$ 510,778	\$ 526,101	\$ 541,884	\$ 2,556,121

<u>Funding Source</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>Total</u>
Debt	\$ 481,457	\$ 495,901	\$ 510,778	\$ 526,101	\$ 541,884	\$ 2,556,121
	-	-	-	-	-	-
Total Expenditures	\$ 481,457	\$ 495,901	\$ 510,778	\$ 526,101	\$ 541,884	\$ 2,556,121

Estimated Operating Expenditures	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
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These are replacement vehicles - no new operating costs

Estimated Revenues	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
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2020 CAPITAL IMPROVEMENT PROGRAM

Project Name: **TRAINING SIMULATOR**

Contact: Jim Krzenski

Department: Police

Location: Police

Type: New

Useful Life: Five Years

District: All Districts

5 Year (2015-2019) Historical Total	\$	-
2020-2024 Total	\$	40,000
CIP Project Total	\$	40,000

Description:

This audio-visual equipment, integrated with a wireless electronic simulated handgun matching the officer's issued handgun, enables the most effective and safest method of training a law enforcement officer. This type of simulation training has proven to support honing the officer's skills in correctly responding to split second use of force decision making scenarios. This equipment is composed of a computer, high definition projector, speakers, screen, and a handgun matching the officers issued handgun which is integrated into the system through a wireless connection. The software provides a wide array of interactive scenarios that the instructor is capable of altering in real time, thereby presenting the trainee officer with situations that most closely represent the actual situations the officer may be challenged with responding to while patrolling our jurisdiction.

Justification:

The current training simulator system is ten years of age and is quickly reaching the end of its useful service life. It has been repaired multiple times and continues to malfunction several times each year. The technology and capabilities of the current generation state of the art equipment exceeds the capabilities of the currently used system. Ensuring our agency is provided with of the art system will help to ensure that our officers are prepared to skillfully respond to split second use of force situations they may face while on patrol. The replacement of the currently used training simulator system will improve public safety, our officer's safety, while it also will likely reduce liability exposure for the City of Sanford.

<u>Expenditures</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>Total</u>
TRAINING SIMULATOR	\$ 40,000	\$ -	\$ -	\$ -	\$ -	40,000
Total Expenditures	\$ 40,000	\$ -	\$ -	\$ -	\$ -	40,000

<u>Funding Source</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>Total</u>
Police Impact Fees	\$ 40,000	\$ -	\$ -	\$ -	\$ -	40,000
	-	-	-	-	-	-
Total Expenditures	\$ 40,000	\$ -	\$ -	\$ -	\$ -	40,000

Estimated Operating Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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No anticipated operating costs

Estimated Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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2020 CAPITAL IMPROVEMENT PROGRAM

Project Name: **TRAINING UNIT GUN RANGE TRAILER**

Contact: Jim Krzenski

Department: Police

Location: Police

Type: New

Useful Life: Five to Ten Years

District: All Districts

5 Year (2015-2019) Historical Total \$ -

2020-2024 Total \$ 8,000

CIP Project Total \$ 8,000

Description:

Training Gun Range Enclosed Utility Trailer 24 feet by 8.5 feet

Justification:

This utility trailer will primarily be used for the storage and transportation of gun range, supplies and equipment as well as driving track training equipment.. It will likely also be used during various other training activities that require the delivery of training equipment, props, to the location of scheduled training activities/events.

Expenditures

	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>Total</u>
Training Unit Utility Trailer	\$ 8,000	\$ -	\$ -	\$ -	\$ -	\$ 8,000
Total Expenditures	\$ 8,000	\$ -	\$ -	\$ -	\$ -	\$ 8,000

Funding Source

	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>Total</u>
Police Impact Fees	\$ 8,000	\$ -	\$ -	\$ -	\$ -	\$ 8,000
	-	-	-	-	-	-
Total Expenditures	\$ 8,000	\$ -	\$ -	\$ -	\$ -	\$ 8,000

Estimated Operating Expenditures

\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 1,000
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Annual Service Maintenance

Estimated Revenues

\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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2020 CAPITAL IMPROVEMENT PROGRAM

Project Name: **ALPR - SPEED TRAILER**

Contact: Jim Krzenski

Department: Police

Location: Police

Type: New

Useful Life: Five to Ten Years

District: All Districts

5 Year (2015-2019) Historical Total	\$	-
2020-2024 Total	\$	35,000
CIP Project Total	\$	35,000

Description:

The ALPR - Speed Trailer merges the capabilities of both an ALPR and Speed Trailer. Speed Trailer portion of the system records and displays the speed of a motor vehicle, and in real-time communicates to the operator of the motor vehicle whether or not they are exceeding the posted speed limit. The ALPR portion of the system captures the license plate data and cross references it with multiple law enforcement data bases. The ALPR supports law enforcement's efforts to identify motor vehicle operators driving without a license, a wide array of other traffic violations, stolen vehicles, as well as helping to identify citizens with outstanding arrest warrants. The preferred ALPR-Speed Trailer is custom designed to securely accommodate the ALPR cameras and supporting equipment so that it is protected from vandalism.

Justification:

The most frequent citizen complaint received by members of the Police Department are traffic violations. The ALPR-Speed Trailer would provide an enhanced capability supporting the Police Department's ability to more efficiently and effectively respond to this most common complaint, as well as identifying unlicensed motor vehicle operators, stolen vehicles, and those citizens with outstanding arrest warrants. The enhanced capabilities provided by this useful technology will directly support the improvement of public safety throughout the City of Sanford.

<u>Expenditures</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>Total</u>
ALPR / SPEED TRAILER	\$ 35,000	\$ -	\$ -	\$ -	\$ -	35,000
Total Expenditures	\$ 35,000	\$ -	\$ -	\$ -	\$ -	35,000

<u>Funding Source</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>Total</u>
Police Impact Fees	\$ 35,000	\$ -	\$ -	\$ -	\$ -	35,000
	-	-	-	-	-	-
Total Expenditures	\$ 35,000	\$ -	\$ -	\$ -	\$ -	\$ 35,000

Estimated Operating Expenditures	\$ -	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 20,000
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Annual extended maintenance warranty cost

Estimated Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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2020 CAPITAL IMPROVEMENT PROGRAM

Project Name: **ALPR - MESSAGE BOARD TRAILER SYSTEM**

Contact: Jim Krzenski

Department: Police

Location: Police

Type: New

Useful Life: Five to Ten Years

District: All Districts

5 Year (2015-2019) Historical Total	\$	-
2020-2024 Total	\$	40,000
CIP Project Total	\$	40,000

Description:

The ALPR - Message Board System Trailer merges the capabilities of both an ALPR and Message Board Trailer System. The message board portion of the system is capable of visually communicating a wide variety of public safety messages. The ALPR portion of the system captures the license plate data and cross references it with multiple law enforcement data bases. The ALPR supports law enforcement's efforts to identify motor vehicle operators driving without a license, a wide array of other traffic violations, stolen vehicles, as well as helping to identify citizens with outstanding arrest warrants. The preferred ALPR-Message Board Trailer is custom designed to securely accommodate the ALPR cameras and supporting equipment so that it is protected from vandalism.

Justification:

The most frequent citizen complaint received by members of the Police Department are traffic violations. The ALPR-Message Board Trailer would provide an enhanced capability of visually communicating public safety messages directly to the public while also identifying unlicensed motor vehicle operators, stolen vehicles and those citizens with outstanding arrest warrants. These enhanced capabilities will directly support the improvement of public safety throughout the City of Sanford.

<u>Expenditures</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>Total</u>
ALPR / MESS. BOARD TRAILER SYS	\$ 40,000	\$ -	\$ -	\$ -	\$ -	40,000
Total Expenditures	\$ 40,000	\$ -	\$ -	\$ -	\$ -	40,000

<u>Funding Source</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>Total</u>
Police Impact Fees	\$ 40,000	\$ -	\$ -	\$ -	\$ -	40,000
Total Expenditures	\$ 40,000	\$ -	\$ -	\$ -	\$ -	40,000

Estimated Operating Expenditures	\$ -	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ 24,000
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Annual extended maintenance renewal cost

Estimated Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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2020 CAPITAL IMPROVEMENT PROGRAM

Project Name: **TICKET PRINTERS**

Contact: Jim Krzenski

Department: Police

Location: Police

Type: Replacement

Useful Life: Five to Ten Years

District: All Districts

5 Year (2014-2019) Historical Total	\$	31,000
2020-2024 Total	\$	62,428
CIP Project Total	\$	93,428

Description:

Currently we have approximately 60 ticket writer printers that have been purchased over the past 12 years that have operationally been deployed to the Traffic Unit and Patrol Division. These devices have an approximate five to ten service life. To support incremental replacement, at least eight to ten units need to annually be replaced. Additional Information: This capability significantly streamlines the citation issuing process. Those officers currently equipped with a ticket writer printer in their assigned vehicle have the ability to print the citation on scene and immediately submit it electronically for further processing. Those officers not having this capability are required to hand write a citation, return to the department with the paper copies, submit the hard copies via their chain of command to the Records Unit where they are then manually entered by a Records Technician into the system for electronic submission - a very labor intensive process.

Justification:

The Sanford Police Department has repeatedly been asked to do more with less. A key factor in achieving this challenging objective is to fully leverage available technology. This system already has a proven track record within the department of saving time and effort. Also, we anticipate that the expansion of this capability will result in the number of citations being issued to increase. As per Florida State Statute the Police Department receives \$2.00 for each paid citation, This funding is required to be earmarked to support officer training. Continued use of the hard-copy standard written Uniform Traffic Citation decreases officer efficiency and effectiveness to perform their duties. Due to the relatively large quantities of those that are in service we will need to budget the replacement of eight to ten of these units each year to fund the replacement of those that have reached the end of their estimated service life.

Expenditures

	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>Total</u>
Ticket Printers	\$ 11,670	\$ 12,021	\$ 12,382	\$ 12,753	\$ 13,602	\$ 62,428
Total Expenditures	\$ 11,670	\$ 12,021	\$ 12,381	\$ 12,752	\$ 13,135	\$ 62,428

Funding Source

	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>Total</u>
General Fund Transfer to CIP	\$ 11,670	\$ 12,021	\$ 12,382	\$ 12,753	\$ 13,602	\$ 62,428
	-	-	-	-	-	-
Total Expenditures	\$ 11,670	\$ 12,021	\$ 12,382	\$ 12,753	\$ 13,602	\$ 62,428

Estimated Operating Expenditures

\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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Because these will likely be replacements there will likely not be any additional operating costs.

Estimated Revenues

\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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2020 CAPITAL IMPROVEMENT PROGRAM

Project Name: **IRECORD UPGRADE**

Contact: Jim Krzenski

Department: Police

Location: Police

Type: New

Useful Life: Five to Ten Years

District: All Districts

5 Year (2015-2019) Historical Total \$ -

2020-2024 Total \$ 37,400

CIP Project Total \$ 37,400

Description:

BACKGROUND INFORMATION: Due to a system failure, about five years ago it became an urgent necessity to replace the previously used audio video system that was transferred from the old Police Department to the new Police Department building. The previously used system archived video on the city server. In 2013 the Police Department purchased a state of the art interview room audio video system specifically designed for law enforcement purposes. The system is not serviced by the IT Division and uses a dedicated server which is securely located within the Police Department. Due to funding limitations only four of six interview rooms were equipped with the new audio video system purchased from IRECORD. While this system has served the Police Department's needs up until this time, it is due for an upgrade that will provide the following: **UPGRADE:** Additional Hardware Capabilities: Equip two additional interview rooms with this important capability, replace all cameras with HD IP Cameras. Additional Software Capabilities: Multi-Interview Room recording capability, chain of evidence audit trail reporting, video grab frame technology, META Data, searchable notes, ability to save to USB Flash drive, thumbnail video playback preview capabilities, one touch recording, HD resolution, video redaction software, windows media files, export to all IRECORD legacy systems, non-proprietary CODECS, water markings date/time, picture in picture, remote start and stop, easy integration with IRECORD evidence vault.

Justification:

Completing this upgrade will help to ensure that the Sanford Police Department is provided with the most state of the art interview room hardware and software available. It will provide for the full function of all six interview rooms rather than only four of six rooms, while also enabling the full software capability that the system is currently capable of providing. Law Enforcement interviews often provide information that enables an officer to develop sufficient probable cause to make an arrest. Audio video evidence recordings often enable State Attorney's to obtain an indictment, and when the audio video is shown in a courtroom it often provides the evidentiary information which enables jurors to issue a guilty verdict. Approving the funding for this upgrade will directly support the public's safety by ensuring that evidence derived through interviews is properly documented with the most state of the art audio video hardware and software.

Expenditures	2020	2021	2022	2023	2024	Total
Irecord upgrade	\$ 37,400	\$ -	\$ -	\$ -	\$ -	\$ 37,400
Total Expenditures	\$ 37,400	\$ -	\$ -	\$ -	\$ -	\$ 37,400

Funding Source	2020	2021	2022	2023	2024	Total
General Fund Transfer to CIP	\$ 37,400	\$ -	\$ -	\$ -	\$ -	\$ 37,400
Total Expenditures	\$ 37,400	\$ -	\$ -	\$ -	\$ -	\$ 37,400

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

No anticipated operating costs

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



2020 CAPITAL IMPROVEMENT PROGRAM

Project Name: **GASOLINE POWERED GOLF CARTS**

Contact: Jim Krzenski

Department: Police

Location: Police

Type: New

Useful Life: Ten Years

District: All Districts

5 Year (2014-2019) Historical Total	\$	-
2020-2024 Total	\$	15,000
CIP Project Total	\$	15,000

Description:

Purchase one gasoline power utility Golf Cart with paint, graphics, police lighting and siren.

Justification:

The Police Department currently has three of these vehicles. One was purchased during FY-2018. Two were purchased ten years ago and have been refurbished once. These two older vehicles will need to be replaced in the next few years. We are proposing to purchase one during FY-2020 and a second one during FY-2021. These vehicles will be used by officers who patrol around the larger public schools, such as Seminole High School. The gasoline powered golf cart enables a School Resource Officer to quickly arrive at the on-campus location where he or she may need to protect students from an aggressive/violent individual. These golf carts will also be used at the many Special Events our officers patrol throughout the city each year.

Expenditures

	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>Total</u>
Gasoline Powered Golf Cart	\$ 15,000	\$ -	\$ -	\$ -	\$ -	15,000
Total Expenditures	\$ 15,000	\$ -	\$ -	\$ -	\$ -	15,000

Funding Source

	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>Total</u>
General Fund Transfer to CIP	\$ 15,000	\$ -	\$ -	\$ -	\$ -	15,000
	-	-	-	-	-	-
Total Expenditures	\$ 15,000	\$ -	\$ -	\$ -	\$ -	15,000

Estimated Operating Expenditures

\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 1,000
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Additional annual cost of maintaining a third gasoline powered utility golf cart.

Estimated Revenues

\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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2020 CAPITAL IMPROVEMENT PROGRAM

Project Name: **PARKING TICKET SOFTWARE**

Contact: Jim Krzenski

Department: Police

Location: Police

Type: New

Useful Life: Five Years

District: All Districts

5 Year (2015-2019) Historical Total	\$	-
2020-2024 Total	\$	30,000
CIP Project Total	\$	30,000

Description:

There are several companies that provide Parking Ticket processing software.

Justification:

Not only will using this software save officer time, but also enable out agency to more effectively and efficiently manage the processing of these law enforcement processes. The procurement of this software is directly in alignment with the City Manager's goals of harnessing available software application to improve city processes. We concur with Finance Director's recommendation to provide funding for a software program that will enable the efficient and effective management of parking tickets.

<u>Expenditures</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>Total</u>
PARKING TICKET SOFTWARE	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ 30,000
Total Expenditures	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ 30,000

<u>Funding Source</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>Total</u>
Police Impact Fees	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ 30,000
	-	-	-	-	-	-
Total Expenditures	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ 30,000

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

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



2020 CAPITAL IMPROVEMENT PROGRAM

Project Name: **PSC SEC. CAMERA REPLACEMENTS**

Contact: Jim Krzenski

Department: Police

Location: Police

Type: Replacements

Useful Life: Five Years

District: All Districts

5 Year (2015-2019) Historical Total	\$	25,000
2020-2024 Total	\$	132,728
CIP Project Total	\$	157,728

Description:

The 86 installed security cameras directly support the physical security of the Sanford Public Safety Complex. When the Public Safety Complex was constructed eight years ago all 86 internal and external security cameras were installed at strategic locations throughout the complex. The City's IT Manager informed us that the service life of these cameras is approximately five years and that he recommends we begin requesting funding to support the incrementally replacing them over the next five years. So far, several have been replaced due to their complete failure. Since moving into the Public Safety Complex November 5, 2010 we have replaced approximately 12-15 security cameras.

Justification:

To ensure uninterrupted security of the Public Safety Complex now and into the future we will need to be prepared to replace approximately five to ten cameras each year at approximately \$5,000 each.

<u>Expenditures</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>Total</u>
PSC SECURITY CAMERAS	\$ 25,000	\$ 25,750	\$ 26,523	\$ 27,318	\$ 28,138	\$ 132,728
Total Expenditures	\$ 25,000	\$ 25,750	\$ 26,523	\$ 27,318	\$ 28,138	\$ 132,728

<u>Funding Source</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>Total</u>
General Fund Transfer to CIP	\$ 25,000	\$ 25,750	\$ 26,523	\$ 27,318	\$ 28,138	\$ 132,728
	-	-	-	-	-	-
Total Expenditures	\$ 25,000	\$ 25,750	\$ 26,523	\$ 27,318	\$ 28,138	\$ 132,728

Estimated Operating Expenditures	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
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These are replacements - no anticipated operating costs

Estimated Revenues	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
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2020 CAPITAL IMPROVEMENT PROGRAM

Project Name: **FINGERPRINT SCANNER**

Contact: Jim Krzenski

Department: Police

Location: Police

Type: New

Useful Life: Five Years

District: All Districts

5 Year (2015-2019) Historical Total	\$	-
2020-2024 Total	\$	6,000
CIP Project Total	\$	6,000

Description:

Portable Fingerprint Scanners x 3 or 4

Justification:

Portable fingerprint readers enable the officer to fingerprint and identify a subject in the field and determine if they have any outstanding arrest warrants or other outstanding violations. The Patrol Division is currently using approximately a dozen of these devices with great success. Any investment in these devices will directly improve public safety.

Expenditures

	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>Total</u>
CVSA	\$ 6,000	\$ -	\$ -	\$ -	\$ -	6,000
Total Expenditures	\$ 6,000	\$ -	\$ -	\$ -	\$ -	6,000

Funding Source

	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>Total</u>
Police Impact Fees	\$ 6,000	\$ -	\$ -	\$ -	\$ -	6,000
	-	-	-	-	-	-
Total Expenditures	\$ 6,000	\$ -	\$ -	\$ -	\$ -	6,000

Estimated Operating Expenditures

\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 7,500
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Extended warranty maintenance renewal

Estimated Revenues

\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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2020 CAPITAL IMPROVEMENT PROGRAM

Project Name: **BenchTop Cyanoacrylate Fuming Chamber**

Contact: Jim Krzenski

Department: Police

Location: Police

Type: New

Useful Life: Five to Ten Years

District: All Districts

5 Year (2015-2019) Historical Total	\$	-
2020-2024 Total	\$	8,000
CIP Project Total	\$	8,000

Description:

The Bench-Top Cyanoacrylate fuming chamber will significantly improve the Crime Scene Technician's ability to process non-latent fingerprints on non-porous large items and/or multiple items simultaneously.

Justification:

The ability to process multiple items simultaneously will increase the efficiency and effectiveness of the the CST's. Identifying latent fingerprints more rapidly supports the possibility of making an arrest sooner rather than later - thereby directly supporting public safety.

<u>Expenditures</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>Total</u>
Bench Top Cyanoacrylate Fuming Cbr	\$ 8,000	\$ -	\$ -	\$ -	\$ -	8,000
Total Expenditures	\$ 8,000	\$ -	\$ -	\$ -	\$ -	8,000

<u>Funding Source</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>Total</u>
Police Impact Fees	\$ 8,000	\$ -	\$ -	\$ -	\$ -	8,000
	-	-	-	-	-	-
Total Expenditures	\$ 8,000	\$ -	\$ -	\$ -	\$ -	8,000

Estimated Operating Expenditures \$ 540 \$ 556 \$ 572 \$ 589 \$ 605 \$ 2,862

Annual filter replacement costs

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



2020 CAPITAL IMPROVEMENT PROGRAM

Project Name: **VEHICLE TRACKING MANAGEMENT SYSTEM**

Contact: Jim Krzenski

Department: Police

Location: Police

Type: New

Useful Life: Five to Ten Years

District: All Districts

5 Year (2015-2019) Historical Total	\$	-
2020-2024 Total	\$	13,000
CIP Project Total	\$	13,000

Description:

This system enables the sworn officer to deploy a small GPS adhesive/magnetic projectile tag that attaches to the vehicle's exterior. The tag can be deployed by the officer from a controller mounted inside the Police Vehicle to the subject vehicle from a distance up to approximately 22 feet. Once the vehicle is tagged it can be remotely tracked by selected sworn officers on their assigned web-enabled computers using security password access. This request would fund the installation of two units on two selected Police Vehicles.

Justification:

The use of this type of device decreases the need to follow or pursue a vehicle. Rather than following or pursuing a vehicle in accordance with current Police Department policy, this device would offer the safer option of tracking the vehicle to its destination, where the vehicle could then be intercepted while it is stationary, rather than when it is moving. The use of this device will significantly improve public safety and reduce liability exposure for the City of Sanford.

<u>Expenditures</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>Total</u>
ALPR / MESS. BOARD TRAILER SYS	\$ 13,000	\$ -	\$ -	\$ -	\$ -	13,000
Total Expenditures	\$ 13,000	\$ -	\$ -	\$ -	\$ -	13,000

<u>Funding Source</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>Total</u>
Police Impact Fees	\$ 13,000	\$ -	\$ -	\$ -	\$ -	13,000
Total Expenditures	\$ 13,000	\$ -	\$ -	\$ -	\$ -	13,000

Estimated Operating Expenditures	\$ -	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	8,000
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Average annual operating cost for two units to fund consummable supporting supplies

Estimated Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	-
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2020 CAPITAL IMPROVEMENT PROGRAM

Project Name: **I-PHONE/ANDROID APPLICATION**

Contact: Jim Krzenski

Department: Police

Location: Police

Type: New

Useful Life: Five Years

District: All Districts

5 Year (2015-2019) Historical Total	\$	-
2020-2024 Total	\$	12,500
CIP Project Total	\$	12,500

Description:

Custom designed cell phone application specifically for law enforcement use will enable our agency to push out notifications and alerts instantly to the public. It enables users to send anonymous tips related to crimes and file police reports and obtain crime information. Other useful features include most wanted lists, posting sexual offenders, connection to all forms of social media and inmate lookup capabilities.

Justification:

Smart-phones continue to become the number one means of communication between public safety agencies and the citizens they serve. Smart-phone users now receive 88% of information through software applications and not browsers. This valuable law enforcement agency interface has the potential of being connected with every cell/smart-phone user in the city. There is growing evidence of a direct correlation linking enhanced public safety communications, and improving public awareness while also fostering trusting relationships between the citizens and the law enforcement agency.

<u>Expenditures</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>Total</u>
I-PHONE/ANDROID APPLICATION	\$ 12,500	\$ -	\$ -	\$ -	\$ -	\$ 12,500
Total Expenditures	\$ 12,500	\$ -	\$ -	\$ -	\$ -	\$ 12,500

<u>Funding Source</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>Total</u>
Police Impact Fees	\$ 12,500	\$ -	\$ -	\$ -	\$ -	\$ 12,500
Total Expenditures	\$ 12,500	\$ -	\$ -	\$ -	\$ -	\$ 12,500

Estimated Operating Expenditures	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 25,000
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No anticipated operating costs

Estimated Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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2020 CAPITAL IMPROVEMENT PROGRAM

Project Name: **CELL PHONE GEO-MAPPING SOFTWARE**

Contact: Jim Krzenski

Department: Police

Location: Police

Type: New

Useful Life: Five to Ten Years

District: All Districts

5 Year (2015-2019) Historical Total	\$	-
2020-2024 Total	\$	4,225
CIP Project Total	\$	4,225

Description:

With a court order, this web-based software will enable our officers, with a court approved search warrant to quickly access a subject's cellular phone service carrier's geo-time history. Within seconds, the officer will be able to access not only the past locations of the cellular phone, but also a timeline of the identified locations.

Justification:

Accurately determining a suspect's location, with an accompanied timeline, supports the development of the required probable cause necessary to enable an officer to make an arrest sooner, rather than later. Providing our officers with the tools to arrest potentially dangerous criminals directly supports the public safety of our citizens. Currently, cell phone carriers will provide this information with a court order; however, the processing of a request is often a delayed. This software will provide the vital information within seconds of receiving a court order.

<u>Expenditures</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>Total</u>
CELL PHONE ACCESS SOFTWARE	\$ 4,225	\$ -	\$ -	\$ -	\$ -	4,225
Total Expenditures	\$ 4,225	\$ -	\$ -	\$ -	\$ -	4,225

<u>Funding Source</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>Total</u>
Police Impact Fees	\$ 4,225	\$ -	\$ -	\$ -	\$ -	4,225
	-	-	-	-	-	-
Total Expenditures	\$ 4,225	\$ -	\$ -	\$ -	\$ -	4,225

Estimated Operating Expenditures	\$ -	\$ 499	\$ 514	\$ 529	\$ 544	2,086
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Annual subscription maintenance costs.

Estimated Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	-
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2020 CAPITAL IMPROVEMENT PROGRAM

Project Name: **HANDHELD TRAFFIC RADARS**

Contact: Jim Krzenski

Department: Police

Location: Police

Type: Replacements

Useful Life: Five Years

District: All Districts

5 Year (2015-2019) Historical Total	\$	-
2020-2024 Total	\$	31,855
CIP Project Total	\$	31,855

Description:

Replacement of two Traffic Enforcement Radars

Justification:

The department currently has approximately 40 fully operational Traffic Enforcement Radars. At a minimum, two units need to be replaced annually as they reach the end of their forecasted ten year service life. Maintaining the reliability of this capability will help to ensure that our officers are provided with the tools required to document motorists who are in violation of posted speed limits. Reports of speeding motorist are the most frequent complaint received by the Sanford Police Department. Also directly supports Police Department's goals regarding public Traffic Safety.

Expenditures

	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>Total</u>
Handheld Traffic Radars	\$ 6,000	\$ 6,180	\$ 6,365	\$ 6,556	\$ 6,753	\$ 31,855
Total Expenditures	\$ 6,000	\$ 6,180	\$ 6,365	\$ 6,556	\$ 6,753	\$ 31,855

Funding Source

	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>Total</u>
General Fund Transfer to CIP	\$ 6,000	\$ 6,180	\$ 6,365	\$ 6,556	\$ 6,753	\$ 31,855
	-	-	-	-	-	-
Total Expenditures	\$ 6,000	\$ 6,180	\$ 6,365	\$ 6,556	\$ 6,753	\$ 31,855

Estimated Operating Expenditures

\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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Because this will likely be replacing current hadheld radars there will likely no be any additional operating costs

Estimated Revenues

\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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2020 CAPITAL IMPROVEMENT PROGRAM

Project Name: **IN-CAR CAMERA SYSTEM**

Contact: Jim Krzenski

Department: Police

Location: Police

Type: New

Useful Life: Five Years

District: All Districts

5 Year (2015-2019) Historical Total	\$	-
2020-2024 Total	\$	46,364
CIP Project Total	\$	46,364

Description:

Axon International has developed an in-car camera solution that is compatible with officer worn body cameras. Axon International is also the company that provides the Police Department's officer worn body camera system. The in-car camera system can be activated in multiple ways: manually or automatically as a result of emergency light and siren activation, or removal of the rifle from the electric gunlock, etc. This in-car camera system is also capable of being activating by any officer worn body cameras within approximately 30 feet of the vehicle that are activated. With a 142 degree field of view the in-car camera system captures all activity in front of the vehicle, and behind the vehicle provided a rear facing camera is included in the installation. Initially, this application would be installed in those vehicles used for traffic enforcement.

Justification:

The previously used six in-car video camera systems have reached the end of their useful service life and have been removed the vehicles. Installing in-car video cameras into vehicles that focus on traffic enforcement provides the ability to fully document traffic violations such as DUI. Processing a DUI case often occurs directly in front of the police vehicle with the in-car camera fully documenting the subject's response to a field sobriety test. Three units per year.

<u>Expenditures</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>Total</u>
IN-CAR CAMERA SYSTEM	\$ 15,000	\$ 15,450	\$ 15,914	\$ -	\$ -	\$ 46,364
Total Expenditures	\$ 15,000	\$ 15,450	\$ 15,914	\$ -	\$ -	\$ 46,364

<u>Funding Source</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>Total</u>
General Fund Transfer to CIP	\$ 15,000	\$ 15,450	\$ 15,914	\$ -	\$ -	\$ 46,364
Total Expenditures	\$ 15,000	\$ 15,450	\$ 15,914	\$ -	\$ -	\$ 46,364

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

No anticipated operating costs

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



2020 CAPITAL IMPROVEMENT PROGRAM

Project Name: **BODY CAMERA SIGNAL UNIT**

Contact: Jim Krzenski

Department: Police

Location: Police

Type: New

Useful Life: Five Years

District: All Districts

5 Year (2015-2019) Historical Total	\$	3,500
2020-2024 Total	\$	18,582
CIP Project Total	\$	22,082

Description:

Axon International now provides a body camera signal unit that when installed in a vehicle will activate not only the officer's body camera who is driving the vehicle but will also activate all body cameras within 30 feet of the vehicle when the emergency lights and siren are activated. Several other vehicle functions can be included in the automatic body camera activation. The amount included in this request will enable the department to install this capability into approximately three marked patrol vehicles during FY-2019. If this systems works as well as we believe it will we intend to incrementally install it into all marked patrol vehicles over the next five years.

Justification:

Currently officers responding to an emergency must activated their lights and siren and report their actions via the police radio while safely operating their vehicle. In addition the currently worn body cameras require the officer to also manually activate their cameras. The body camera signal unit automatically activates the camera when lights and siren are activated (other automatic activation functions are included) This system directly supports safety by helping to ensure the officer remains more closely focused on safe vehicle operation and also helps to ensure that vital law enforcement actions are consistently documented.

<u>Expenditures</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>Total</u>
BODY CAMERA SIGNAL UNIT	\$ 3,500	\$ 3,605	\$ 3,713	\$ 3,825	\$ 3,939	\$ 18,582
Total Expenditures	\$ 3,500	\$ 3,605	\$ 3,713	\$ 3,825	\$ 3,939	\$ 18,582

<u>Funding Source</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>Total</u>
Police Impact Fees	\$ 3,500	\$ -	\$ -	\$ -	\$ -	\$ 3,500
Total Expenditures	\$ 3,500	\$ -	\$ -	\$ -	\$ -	\$ 3,500

Estimated Operating Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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No anticipated operating costs

Estimated Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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2020 CAPITAL IMPROVEMENT PROGRAM

Project Name: **HANDHELD TRAFFIC RADARS**

Contact: Jim Krzenski

Department: Police

Location: Police

Type: Replacements

Useful Life: Five Years

District: All Districts

5 Year (2015-2019) Historical Total	\$	-
2020-2024 Total	\$	31,855
CIP Project Total	\$	31,855

Description:

Replacement of two Traffic Enforcement Radars

Justification:

The department currently has approximately 40 fully operational Traffic Enforcement Radars. At a minimum, two units need to be replaced annually as they reach the end of their forecasted ten year service life. Maintaining the reliability of this capability will help to ensure that our officers are provided with the tools required to document motorists who are in violation of posted speed limits. Reports of speeding motorist are the most frequent complaint received by the Sanford Police Department. Also directly supports Police Department's goals regarding public Traffic Safety.

<u>Expenditures</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>Total</u>
Handheld Traffic Radars	\$ 6,000	\$ 6,180	\$ 6,365	\$ 6,556	\$ 6,753	\$ 31,855
Total Expenditures	\$ 6,000	\$ 6,180	\$ 6,365	\$ 6,556	\$ 6,753	\$ 31,855

<u>Funding Source</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>Total</u>
General Fund Transfer to CIP	\$ 6,000	\$ 6,180	\$ 6,365	\$ 6,556	\$ 6,753	\$ 31,855
Total Expenditures	\$ 6,000	\$ 6,180	\$ 6,365	\$ 6,556	\$ 6,753	\$ 31,855

Estimated Operating Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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Because this will likely be replacing current hadheld radars there will likely no be any additional operating costs

Estimated Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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2020 CAPITAL IMPROVEMENT PROGRAM

Project Name: **TRAINING ROOM UPGRADE**

Contact: Jim Krzenski

Department: Police

Location: Police

Type: New

Useful Life: Five to Ten Years

District: All Districts

5 Year (2015-2019) Historical Total	\$	-
2020-2024 Total	\$	8,100
CIP Project Total	\$	8,100

Description:

During CY-2020 the electronic audiovisual system installed in the Police Department's Training Room "Smart Classroom" will have been in service for ten years. The Public Safety Complex was placed into full operation November 5, 2010. The expected service life of this vigorously used training equipment is expected to be about ten year. The equipment includes a computer connected to the web with a ceiling mounted integrated laser digital projector, speakers and wall mounted electronic screen and white board.

Justification:

Ensuring that our Police Officers and Nonsworn Civilian Staff are properly trained is one of the most significant factors ensuring that the City of Sanford is provided the most professional public safety service possible. Also, this smart classroom is regular utilized for community meetings addressing a wide array of topics which have helped to foster greater cooperation and understanding throughout our diverse and vibrant community.

<u>Expenditures</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>Total</u>
ALPR / MESS. BOARD TRAILER SYS	\$ 8,100	\$ -	\$ -	\$ -	\$ -	8,100
Total Expenditures	\$ 8,100	\$ -	\$ -	\$ -	\$ -	8,100

<u>Funding Source</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>Total</u>
Police Impact Fees	\$ 8,100	\$ -	\$ -	\$ -	\$ -	8,100
	-	-	-	-	-	-
Total Expenditures	\$ 8,100	\$ -	\$ -	\$ -	\$ -	8,100

Estimated Operating Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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No anticipated operating costs

Estimated Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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2020 CAPITAL IMPROVEMENT PROGRAM

Project Name: **CRIME SCENE PRIVACY BARRIERS**

Contact: Jim Krzenski

Department: Police

Location: Police

Type: New

Useful Life: Five to Ten Years

District: All Districts

5 Year (2015-2019) Historical Total	\$	-
2020-2024 Total	\$	5,047
CIP Project Total	\$	5,047

Description:

Crime Scene Privacy Barrier System: To protect privacy of victims and to help preserve crime scene information, our agency is in need of a professional law enforcement crime scene privacy barrier system. The system is composed of opaque barrier screens, tripods, beacons, tethers, carrying bags.

Justification:

The increasing potential for aggressive media representatives to violate the privacy of a crime victim. The City has a responsibility to ensure the privacy of crime victims.

<u>Expenditures</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>Total</u>
CRIME SCENE PRIVACY BARRIERS	\$ 5,047	\$ -	\$ -	\$ -	\$ -	5,047
Total Expenditures	\$ 5,047	\$ -	\$ -	\$ -	\$ -	5,047

<u>Funding Source</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>Total</u>
Police Impact Fees	\$ 5,047	\$ -	\$ -	\$ -	\$ -	5,047
	-	-	-	-	-	-
Total Expenditures	\$ 7,067	\$ -	\$ -	\$ -	\$ -	5,047

Estimated Operating Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	-
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Estimated Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	-
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2020 CAPITAL IMPROVEMENT PROGRAM

Project Name: **TOUCH SCREEN KIOSKS**

Contact: Jim Krzenski

Department: Police

Location: Police

Type: New

Useful Life: Five to Ten Years

District: All Districts

5 Year (2015-2019) Historical Total	\$	-
2020-2024 Total	\$	2,246
CIP Project Total	\$	2,246

Description:

A kiosk would provide an additional electronic means of enabling citizens to file a report such as criminal mischief or theft. It will help improve our service by alleviating the time a citizen may need to wait for an officer or Community Service Officer to arrive on scene to take a report for these types of crimes.

Justification:

It is proposed that one (01) touch screen kiosk be purchased. This proposed kiosk could be deployed to the following locations: City Hall Lobby, Police Department's Lobby or the Seminole Town Square Mall which will assist officers to respond to more urgent calls for services.

<u>Expenditures</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>Total</u>
TOUCH SCREEN KIOSKS	\$ 2,246	\$ -	\$ -	\$ -	\$ -	2,246
Total Expenditures	\$ 2,246	\$ -	\$ -	\$ -	\$ -	2,246

<u>Funding Source</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>Total</u>
Police Impact Fees	\$ 2,246	\$ -	\$ -	\$ -	\$ -	2,246
Total Expenditures	\$ 2,246	\$ -	\$ -	\$ -	\$ -	2,246

Estimated Operating Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	Total Expenditures	-
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Estimated Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	-
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2020 CAPITAL IMPROVEMENT PROGRAM

Project Name: **PICK UP TRUCK BED ROLL TONNEAU COVERING**

Contact: Jim Krzenski

Department: Police

Location: Police

Type: New

Useful Life: Five to Ten Years

District: All Districts

5 Year (2015-2019) Historical Total \$ -

2020-2024 Total \$ 1,500

CIP Project Total \$ 1,500

Description:

Pick up truck installed roll cover.

Justification:

The CRU attends numerous public events throughout our city and region. They often must carry equipment and supplies in support of these events. Providing a covering to protect the equipment and supplies stored in the bed of the pick up truck will provide protection from inclement weather.

<u>Expenditures</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>Total</u>
PICK UP TRUCK BED ROLL TONNEAU	\$ 1,500	\$ -	\$ -	\$ -	\$ -	1,500
Total Expenditures	\$ 1,500	\$ -	\$ -	\$ -	\$ -	1,500

<u>Funding Source</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>Total</u>
Police Impact Fees	\$ 1,500	\$ -	\$ -	\$ -	\$ -	1,500
Total Expenditures	\$ 1,500	\$ -	\$ -	\$ -	\$ -	1,500

<u>Estimated Operating Expenditures</u>							<u>Total Expenditures</u>
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-

Estimated Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
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2020 CAPITAL IMPROVEMENT PROGRAM

Project Name: **RECORDS UNIT DESKS**

Contact: Jim Krzenski

Department: Police

Location: Police

Type: Replacement

Useful Life: Twelve Years

District: All Districts

5 Year (2015-2019) Historical Total	\$	-
2020-2024 Total	\$	6,000
CIP Project Total	\$	6,000

Description:

Four desks for records technicians.

Justification:

Will enhance the Records Unit to provide a professional service by enhancing all forms of verbal and non-verbal communications with the public.

<u>Expenditures</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>Total</u>
RECORDS UNIT DESKS	\$ 6,000	\$ -	\$ -	\$ -	\$ -	6,000
Total Expenditures	\$ 6,000	\$ -	\$ -	\$ -	\$ -	6,000

<u>Funding Source</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>Total</u>
General Fund Transfer to CIP	\$ 6,000	\$ -	\$ -	\$ -	\$ -	6,000
Total Expenditures	\$ 6,000	\$ -	\$ -	\$ -	\$ -	6,000

Estimated Operating Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	-
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Estimated Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	-
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2020 CAPITAL IMPROVEMENT PROGRAM

Project Name: **PSC HVAC SYSTEM**

Contact: Jim Krzenski

Department: Police

Location: Police

Type: Replacement

Useful Life: Five to Ten Years

District: All Districts

5 Year (2015-2019) Historical Total	\$	-
2020-2024 Total	\$	58,359
CIP Project Total	\$	58,359

Description:

Clean public safety complex HVAC ventilation system.

Justification:

Debris intermittantly started discharging from the HVAC ventilation. The debris was chemically tested and determined to contain bio-hazardous substances that were well below the concentration of being hazardous to health. However, we were advised that the substances would continue to grow within the system and would need to be periodically cleaned to prevent them from reaching an unsafe concentration. As a result of this recommendation a vendor was contracted with to remove all the accumulated debris within the PSC's large air handlers. In addition, ultraviolet lights were installed in the airhandler intakes in an effort to kill and prevent further growth of the bio-hazardous materials within the airhandlers. Growth in the air handlers appears to have been mitigated. However, during the past year, debris once again began discharging from the HVAC system. While the subsequent chemical testing of this discharge once again showed the substance to be below the bio-hazard threshold, we have been advised that the ventilation system should be completely cleaned every five years to help ensure it does not reach levels that are unsafe to human health. While collecting material for chemical testing It was discovered that biological debris has begun growing beneath each of the many fan motor boxes located throughout the system, resulting in intermittant discharges of debris.

<u>Expenditures</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>Total</u>
PSC HVAC SYSTEM	\$ 58,359	\$ -	\$ -	\$ -	\$ -	58,359
Total Expenditures	\$ 58,359	\$ -	\$ -	\$ -	\$ -	58,359

<u>Funding Source</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>Total</u>
General Fund Trasnsfer to CIP	\$ 58,359	\$ -	\$ -	\$ -	\$ -	58,359
Total Expenditures	\$ 58,359	\$ -	\$ -	\$ -	\$ -	-

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

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



2020 CAPITAL IMPROVEMENT PROGRAM

Project Name: **Unmanned Aerial Vehicle (UAV)**

Contact: Jim Krzenski

Department: Police

Location: Police

Type: New

Useful Life: Five to Ten Years

District: All Districts

5 Year (2015-2019) Historical Total	\$	-
2020-2024 Total	\$	4,500
CIP Project Total	\$	4,500

Description:

Unmanned Aerial Vehicles (UAV's) are FAA licensed and would be operated by an FAA certified Police Officer. The UAV that we are proposing to purchase would have the following capabilities: It would be fitted with a video camera that would provide law enforcement officers real-time aerial observation in support of a defined law enforcement / public safety missions. The UAV would also be equipped with Forward Looking Infrared (FLIR) thermal imaging capability, as well as an attachable loudspeaker, spotlight, Omni directional obstacle sensing, password protection in support of maintaining security of collected data, with up to approximate 31 minutes of flying time on one full electric battery charge.

Justification:

The capabilities of a UAV are instrumental in supporting law enforcement/public safety in a variety of ways, including but not limited to the following: searching for missing juveniles and endangered subjects, for use during large public events and/or gatherings, assisting the Fire Department with identifying hotspots, crime mapping, locating people in distress along Lake Monroe, mapping of traffic homicides - supporting the quick opening of public roadways, locating wanted fleeing subjects, assisting law enforcement helicopters in areas in which they cannot view. Note that the City of Daytona Beach Police Department has successfully utilized a UAV with the capabilities described above in support of multiple law enforcement / public safety cases over the past several years.

<u>Expenditures</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>Total</u>
Unmanned Aerial Vehicle	\$ 4,500	\$ -	\$ -	\$ -	\$ -	\$ 4,500
Total Expenditures	\$ 4,500	\$ -	\$ -	\$ -	\$ -	\$ 4,500

<u>Funding Source</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>Total</u>
Police Impact Fees	\$ 4,500	\$ -	\$ -	\$ -	\$ -	\$ 4,500
Total Expenditures	\$ 4,500	\$ -	\$ -	\$ -	\$ -	\$ 4,500

Estimated Operating Expenditures	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 2,500
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Estimated cost of maintenance and replacement parts

Estimated Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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2020 CAPITAL IMPROVEMENT PROGRAM

Project Name: **Parks & Grounds Improvements**

Contact: Robert Beall

Department: Parks & Recreation

Location: All

Type: Replacement

Useful Life: 10-20 years

District: All Districts

5 Year (2015-2019) Historical Total	\$	-
2020-2024 Total	\$	1,163,750
CIP Project Total	\$	1,163,750

Description:

Replace playground equipment at Woodmere and Wynnwood Parks. Update restrooms at Ft. Mellon, McKibbin, Groveview, Pinehurst, Park on Park, and Seminole Blvd. Re-roof small shelters at McKibbin and Park on Park. Replace exercise equipment Academy Manor, McKibbin, and replace rubber mulch to exercise equipment areas at Derby and Ft. Mellon. To replace park benches, trash containers, BBQ grills and other park amenities through out all the parks.

Justification:

Replace aging infrastructures due to rusting beyond normal repair; replacement of roofs due to age and curling of shingles, roof leaks. Exercise equipment is over 20 years old with missing panels, sections that have been removed and some pieces are no longer manufactured. Benches, trash cans, bbq grills and other amenities need to be replaced due to aging and use.

<u>Expenditures</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>Total</u>
Parks & Grounds Improvements	\$ 232,750	\$ 232,750	\$ 232,750	\$ 232,750	\$ 232,750	\$ 1,163,750
Total Expenditures	\$ 232,750	\$ 1,163,750				

<u>Funding Source</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>Total</u>
General Fund Transfer to CIP	\$ 232,750	\$ 232,750	\$ 232,750	\$ 232,750	\$ 232,750	\$ 1,163,750
Total Expenditures	\$ 232,750	\$ 1,163,750				

Estimated Operating Expenditures	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
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Estimated Revenues	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
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2020 CAPITAL IMPROVEMENT PROGRAM

Project Name: **Groveview Park Shelter**

Contact: Robert Beall

Department: Parks & Recreation

Location: 306 Springview Dr

Type: Replacement

Useful Life: 25 years

District: District 3

5 Year (2015-2019) Historical Total	\$	-
2020-2024 Total	\$	75,415
CIP Project Total	\$	75,415

Description:

Replacement of shelter and picnic tables

Justification:

Structure is over 15 years old and the columns are rusting out beyond repair. Columns are structurally compromised and present a liability to the City.

<u>Expenditures</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>Total</u>
Groveview Park Shelter	\$ 75,415	\$ -	\$ -	\$ -	\$ -	\$ 75,415
Total Expenditures	\$ 75,415	\$ -	\$ -	\$ -	\$ -	\$ 75,415

<u>Funding Source</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>Total</u>
General Fund Transfer to CIP	\$ 75,415	\$ -	\$ -	\$ -	\$ -	\$ 75,415
Total Expenditures	\$ 75,415	\$ -	\$ -	\$ -	\$ -	\$ 75,415

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

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



2020 CAPITAL IMPROVEMENT PROGRAM

Project Name: **Groveview Park Shelter Lighting**

Contact: Robert Beall

Department: Parks & Recreation

Location: 306 Springview Dr

Type: Replacement

Useful Life: 25 years

District: District 3

5 Year (2015-2019) Historical Total	\$	-
2020-2024 Total	\$	146,215
CIP Project Total	\$	146,215

Description:

Upgrade lighting to LED.

Justification:

Help with park visibility.

<u>Expenditures</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>Total</u>
Groveview Park Shelter Lighting	\$ 146,215	\$ -	\$ -	\$ -	\$ -	\$ 146,215
Total Expenditures	\$ 146,215	\$ -	\$ -	\$ -	\$ -	\$ 146,215

<u>Funding Source</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>Total</u>
General Fund Transfer to CIP	\$ 146,215	\$ -	\$ -	\$ -	\$ -	\$ 146,215
Total Expenditures	\$ 146,215	\$ -	\$ -	\$ -	\$ -	\$ 146,215

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

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



2020 CAPITAL IMPROVEMENT PROGRAM

Project Name: **Touhy Park Sidewalk Replacement**

Contact: Robert Beall

Department: Parks & Recreation

Location: 601 Elm St.

Type: Replacement

Useful Life: 20 years

District: District 1

5 Year (2015-2019) Historical Total	\$	-
2020-2024 Total	\$	157,563
CIP Project Total	\$	157,563

Description:

Replace brick sidewalk with concrete, brick stamped, colored sidewalks.

Justification:

The brick sidewalk is unsafe, uneven and does not meet ADA standards. This is a liability to the City.

<u>Expenditures</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>Total</u>
Touhy Park Sidewalk Replacement	\$ 157,563	\$ -	\$ -	\$ -	\$ -	\$ 157,563
Total Expenditures	\$ 157,563	\$ -	\$ -	\$ -	\$ -	\$ 157,563

<u>Funding Source</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>Total</u>
General Fund Transfer to CIP	\$ 157,563	\$ -	\$ -	\$ -	\$ -	\$ 157,563
Total Expenditures	\$ 157,563	\$ -	\$ -	\$ -	\$ -	\$ 157,563

Estimated Operating Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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Estimated Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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2020 CAPITAL IMPROVEMENT PROGRAM

Project Name: **1st Street Amenities**

Contact: Robert Beall

Department: Parks & Recreation

Location: 1st Street

Type: Replacement

Useful Life: 15 years

District: District 1

5 Year (2015-2019) Historical Total	\$	-
2020-2024 Total	\$	132,818
CIP Project Total	\$	132,818

Description:

Replace 40 benches and trash receptacles with an all metal bench along 1st Street

Justification:

Benches are over 20 years old and deteriorating beyond repair.

<u>Expenditures</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>Total</u>
1st Street Amenities	\$ 132,818	\$ -	\$ -	\$ -	\$ -	\$ 132,818
Total Expenditures	\$ 132,818	\$ -	\$ -	\$ -	\$ -	\$ 132,818

<u>Funding Source</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>Total</u>
General Fund Transfer to CIP	\$ 132,818	\$ -	\$ -	\$ -	\$ -	\$ 132,818
Total Expenditures	\$ 132,818	\$ -	\$ -	\$ -	\$ -	\$ 132,818

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

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



2020 CAPITAL IMPROVEMENT PROGRAM

Project Name: **Replacement of Bathroom Floor Tile CC Bathrooms**

Contact: Alvarise James

Department: Recreation

Location: Civic Center

Type: Replacement

Useful Life: Many years-replacing floor installed in 1958

District: District 1

5 Year (2015-2019) Historical Total \$ -

2020-2024 Total \$ 7,245

CIP Project Total \$ 7,245

Description:

Some of the tiles in the floor are broken. The tiles can't be replaced due to the age of the floor. There is no way to match the tiles.

Justification:

This is the original floor from when the building was built in 1958. The broken tiles are a safety hazard.

<u>Expenditures</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>Total</u>
Replacement of Bathroom Floor Tile CC	\$ 7,245	\$ -	\$ -	\$ -	\$ -	\$ 7,245
Total Expenditures	\$ 7,245	\$ -	\$ -	\$ -	\$ -	\$ 7,245

<u>Funding Source</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>Total</u>
General Fund Transfer to CIP	\$ 7,245	\$ -	\$ -	\$ -	\$ -	\$ 7,245
Total Expenditures	\$ 7,245	\$ -	\$ -	\$ -	\$ -	\$ 7,245

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

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



2020 CAPITAL IMPROVEMENT PROGRAM

Project Name: **Repair of Window Storefront Facades at Civic Center**

Contact: Alvarise James

Department: Recreation

Location: Civic Center

Type: Replacement

Useful Life: 20 Years

District: District 1

5 Year (2014-2019) Historical Total	\$	-
2020-2024 Total	\$	30,065
CIP Project Total	\$	30,065

Description:

Replace rotten wood and broken glazing at the storefront façade, upper and lower glass sections.

Justification:

The bases of these wooden facades are the base for plate glass windows. The wood is rotten and can be a safety hazard if the glass shifts or cracks. It also looks very bad and not attractive for a rental facility.

<u>Expenditures</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>Total</u>
Repair of Window Storefront Facades at	\$ 30,065	\$ -	\$ -	\$ -	\$ -	\$ 30,065
Total Expenditures	\$ 30,065	\$ -	\$ -	\$ -	\$ -	\$ 30,065

<u>Funding Source</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>Total</u>
General Fund Transfer to CIP	\$ 30,065	\$ -	\$ -	\$ -	\$ -	\$ 30,065
Total Expenditures	\$ 30,065	\$ -	\$ -	\$ -	\$ -	\$ 30,065

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

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



2020 CAPITAL IMPROVEMENT PROGRAM

Project Name: **#192 Dodge 3500 Maxi Van**

Contact: Britt Henderson

Department: Parks and Recreation

Location: Westside Community Center

Type: Replacement

Useful Life: 10 years

District: District 2

5 Year (2015-2019) Historical Total	\$	-
2020-2024 Total	\$	50,000
CIP Project Total	\$	50,000

Description:

The 15 passenger van is used to transport Senior Citizens to various field trips and events. Van is also used to transport youth to various activities and events such as college tours in and out of state, NBA Basketball games, NFL and college football games. Van is also used for various city events to transport people and equipment. NOTE: Cost is estimated.

Justification:

Van is at 57% but it is 19 years old. The 2000 Dodge Ram 3500 has 93,469 miles with worn, faded and rusted interior.

<u>Expenditures</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>Total</u>
#192 Dodge 3500 Maxi Van	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 50,000
Total Expenditures	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 50,000

<u>Funding Source</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>Total</u>
General Fund Transfer to CIP	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 50,000
Total Expenditures	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 50,000

Estimated Operating Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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Estimated Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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2020 CAPITAL IMPROVEMENT PROGRAM

Project Name: **Ex Basketball Court Refurbishment**

Contact: Britt Henderson

Department: Parks and Recreation

Location: Westside Community Center

Type: Replacement

Useful Life: 10 years

District: District 2

5 Year (2015-2019) Historical Total	\$	-
2020-2024 Total	\$	5,100
CIP Project Total	\$	5,100

Description:

The exterior basketball courts at the Westside Community Center are in dire need of refurbishment. The 94' court needs to be resurfaced and restriped. We also need to add new backboards and rims, repaint the benches and add coverings to the basketball hoop pole for additional safety.

Justification:

The courts have experienced heavy daily usage for the last 10 years and have suffered through various storm systems.

<u>Expenditures</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>Total</u>
Ex Basketball Court Refurbishment	\$ 5,100	\$ -	\$ -	\$ -	\$ -	5,100
Total Expenditures	\$ 5,100	\$ -	\$ -	\$ -	\$ -	5,100

<u>Funding Source</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>Total</u>
General Fund Transfer to CIP	\$ 5,100	\$ -	\$ -	\$ -	\$ -	5,100
Total Expenditures	\$ 5,100	\$ -	\$ -	\$ -	\$ -	5,100

Estimated Operating Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	-
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Estimated Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	-
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2020 CAPITAL IMPROVEMENT PROGRAM

Project Name: **Mellonville Center Restroom**

Contact: Robert Beall

Department: Parks & Recreation

Location: 1211 S. Mellonville Ave

Type: New

Useful Life: 25+ years

District: District 1

5 Year (2015-2019) Historical Total	\$	-
2020-2024 Total	\$	150,000
CIP Project Total	\$	150,000

Description:

New restrooms would consist of a stand-alone concrete pre-fabricated 6 stall unit with exterior water fountains along Mellonville Ave.

Justification:

Outdoor facilities are needed for the newly constructed multi-purpose fields

<u>Expenditures</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>Total</u>
Mellonville Center Restroom	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ 150,000
Total Expenditures	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ 150,000

<u>Funding Source</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>Total</u>
General Fund Transfer to CIP	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ 150,000
Total Expenditures	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ 150,000

Estimated Operating Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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Estimated Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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2020 CAPITAL IMPROVEMENT PROGRAM

Project Name: **Mellonville Center 1st Floor Rehab**

Contact: Robert Beall

Department: Parks & Recreation

Location: 1211 S. Mellonville Ave

Type: Replacement

Useful Life: 20+ years

District: District 1

5 Year (2015-2019) Historical Total	\$	-
2020-2024 Total	\$	110,000
CIP Project Total	\$	110,000

Description:

1st floor renovations and remodel of various spaces to include a multi-stall restroom, A/C replacement, multi-purpose room interior drywall and paint, and fire escape renovation.

Justification:

Building is in need of renovations in order to operate safely as a program and meeting facility.

<u>Expenditures</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>Total</u>
Mellonville Center 1st Floor Rehab	\$ 110,000	\$ -	\$ -	\$ -	\$ -	\$ 110,000
Total Expenditures	\$ 110,000	\$ -	\$ -	\$ -	\$ -	\$ 110,000

<u>Funding Source</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>Total</u>
General Fund Transfer to CIP	\$ 110,000	\$ -	\$ -	\$ -	\$ -	\$ 110,000
Total Expenditures	\$ 110,000	\$ -	\$ -	\$ -	\$ -	\$ 110,000

Estimated Operating Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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Estimated Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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2020 CAPITAL IMPROVEMENT PROGRAM

Project Name: **Mellonville Center Mower**

Contact: Brett Rhodes/Robert Beall

Department: Parks & Recreation

Location: 1211 S. Mellonville Ave

Type: New

Useful Life: 5 years

District: District 1

5 Year (2015-2019) Historical Total	\$	-
2020-2024 Total	\$	54,961
CIP Project Total	\$	54,961

Description:

Toro Reelmaster 5510-D Turf Mower

Justification:

New mower is needed for the additional 2 multi-purpose fields

<u>Expenditures</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>Total</u>
Mellonville Center Mower	\$ 54,961	\$ -	\$ -	\$ -	\$ -	\$ 54,961
Total Expenditures	\$ 54,961	\$ -	\$ -	\$ -	\$ -	\$ 54,961

<u>Funding Source</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>Total</u>
General Fund Transfer to CIP	\$ 54,961	\$ -	\$ -	\$ -	\$ -	\$ 54,961
Total Expenditures	\$ 54,961	\$ -	\$ -	\$ -	\$ -	\$ 54,961

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

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



2020 CAPITAL IMPROVEMENT PROGRAM

Project Name: Pickup Truck
 Contact: Pete Wilson
 Department: PW- Streets
 Location: Citywide
 Type: New
 Useful Life: 10-15 years
 District:

5 Year (2015-2019) Historical Total	\$	-
2020-2024 Total	\$	31,000
CIP Project Total	\$	31,000

Description:

Ford F150 Pickup Truck 1/2 Ton ext. Cab

Justification:

Replacing vehicle #68- 2005 F250- meets criteria for replacement with age of vehicle and over 120,000 miles.

<u>Expenditures</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>Total</u>
Pickup Truck	\$ 31,000	\$ -	\$ -	\$ -	\$ -	\$ 31,000
Total Expenditures	\$ 31,000	\$ -	\$ -	\$ -	\$ -	\$ 31,000

<u>Funding Source</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>Total</u>
General Fund Transfer to CIP	\$ 31,000	\$ -	\$ -	\$ -	\$ -	\$ 31,000
Total Expenditures	\$ 31,000	\$ -	\$ -	\$ -	\$ -	\$ 31,000

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

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



2020 CAPITAL IMPROVEMENT PROGRAM

Project Name: Street- Utility Trailers (2)
 Contact: Pete Wilson
 Department: PW- Streets
 Location: Citywide
 Type: New
 Useful Life: 10-15 years
 District:

5 Year (2015-2019) Historical Total	\$	-
2020-2024 Total	\$	3,790
CIP Project Total	\$	3,790

Description:

Replace the (2) Utility Trailer #5709 & #0245 with (2) New Trailers; Model #35SA-12EXX2 77X12-2' Expandable Metal Sides with 4' Ramp Gate

Justification:

The current trailers are a 1992 Cushman Trailer & a 1999 Utility Trailer both used for hauling barricades, cones, and signs for - emergency Response and Special Events. Both of these trailers have surpassed their lifetime and are falling apart.

<u>Expenditures</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>Total</u>
Street- Utility Trailers (2)	\$ 3,790	\$ -	\$ -	\$ -	\$ -	\$ 3,790
Total Expenditures	\$ 3,790	\$ -	\$ -	\$ -	\$ -	\$ 3,790

<u>Funding Source</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>Total</u>
General Fund Transfer to CIP	\$ 3,790	\$ -	\$ -	\$ -	\$ -	\$ 3,790
Total Expenditures	\$ 3,790	\$ -	\$ -	\$ -	\$ -	\$ 3,790

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

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



2020 CAPITAL IMPROVEMENT PROGRAM

Project Name: Streets - Full Matrix Message Board

Contact: Pete Wilson

Department: PW- Streets

Location: Citywide

Type: New

Useful Life: 10-15 Years

District:

5 Year (2015-2019) Historical Total	\$	-
2020-2024 Total	\$	15,000
CIP Project Total	\$	15,000

Description:

4x6 CMS-GP465T Advantage, Portable Changeable Message LED Full Matrix Board

Justification:

The Current Arrow Board from 1995, is outdated and only shows arrows. This replacement would display messages, arrows & can be programmed through GPS.

<u>Expenditures</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>Total</u>
Streets - Full Matrix Message Board	\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ 15,000
Total Expenditures	\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ 15,000

<u>Funding Source</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>Total</u>
General Fund Transfer to CIP	\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ 15,000
Total Expenditures	\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ 15,000

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

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



2020 CAPITAL IMPROVEMENT PROGRAM

Project Name: Fuel Island Canopy
 Contact: Bill Getman
 Department: PW- Fleet
 Location: Fleet
 Type: New
 Useful Life: 30 Years
 District:

5 Year (2015-2019) Historical Total	\$	-
2020-2024 Total	\$	110,000
CIP Project Total	\$	110,000

Description:

Fuel Island Coverage

Justification:

Fleet experiences some costly electronic failure's every storm, a canopy would not only keep personnel dry and safe, but will cover and protect pumps and electronics from weather related failures. In fiscal year 2015-2016 fleet had \$15,237.03 in expense due to bad weather.

<u>Expenditures</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>Total</u>
Fuel Island Canopy	\$ 110,000	\$ -	\$ -	\$ -	\$ -	\$ 110,000
Total Expenditures	\$ 110,000	\$ -	\$ -	\$ -	\$ -	\$ 110,000

<u>Funding Source</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>Total</u>
General Fund Transfer to CIP	\$ 110,000	\$ -	\$ -	\$ -	\$ -	\$ 110,000
Total Expenditures	\$ 110,000	\$ -	\$ -	\$ -	\$ -	\$ 110,000

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

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



2020 CAPITAL IMPROVEMENT PROGRAM

Project Name: Diesel Pumps
 Contact: Bill Getman
 Department: PW- Fleet
 Location: Fleet
 Type: New
 Useful Life: 10Years
 District:

5 Year (2015-2019) Historical Total	\$	-
2020-2024 Total	\$	20,000
CIP Project Total	\$	20,000

Description:

Fuel pump Dispensers

Justification:

Existing pumps are 15 Years old, experiencing mechanical breakdowns and needs to be updated.

<u>Expenditures</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>Total</u>
Diesel Pumps	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ 20,000
Total Expenditures	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ 20,000

<u>Funding Source</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>Total</u>
General Fund Transfer to CIP	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ 20,000
Total Expenditures	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ 20,000

Estimated Operating Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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Estimated Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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2020 CAPITAL IMPROVEMENT PROGRAM

Project Name: Welcome Center Painting
 Contact: Jim Bread
 Department: PW- Facilities
 Location: Welcome Center
 Type: Improvement
 Useful Life: 15
 District: District 1

5 Year (2015-2019) Historical Total	\$	-
2020-2024 Total	\$	8,610
CIP Project Total	\$	8,610

Description:

Painting of the interior walls, ceilings, doors, and trim of the Welcome Center

Justification:

The interior has not been painted in at least 12 years.

<u>Expenditures</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>Total</u>
Welcome Center Painting	\$ 8,610	\$ -	\$ -	\$ -	\$ -	\$ 8,610
Total Expenditures	\$ 8,610	\$ -	\$ -	\$ -	\$ -	\$ 8,610

<u>Funding Source</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>Total</u>
General Fund Transfer to CIP	\$ 8,610	\$ -	\$ -	\$ -	\$ -	\$ 8,610
Total Expenditures	\$ 8,610	\$ -	\$ -	\$ -	\$ -	\$ 8,610

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

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



2020 CAPITAL IMPROVEMENT PROGRAM

Project Name: City Hall Carpet Replacement

Contact: Jim Beard

Department: PW- Facilities

Location: 300 N Park Ave

Type: New

Useful Life: 15-20 years

District:

5 Year (2015-2019) Historical Total	\$	-
2020-2024 Total	\$	150,512
CIP Project Total	\$	150,512

Description:

Replacement of carpet in City Hall in areas that have not been replaced. Steamboat landing, IT offices, IT Training Room, and Payroll offices and common areas.

Justification:

The carpet in these areas are past its useful life and in need of replacement.

<u>Expenditures</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>Total</u>
City Hall Carpet Replacement	\$ 150,512	\$ -	\$ -	\$ -	\$ -	\$ 150,512
Total Expenditures	\$ 150,512	\$ -	\$ -	\$ -	\$ -	\$ 150,512

<u>Funding Source</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>Total</u>
General Fund Transfer to CIP	\$ 150,512	\$ -	\$ -	\$ -	\$ -	\$ 150,512
Total Expenditures	\$ 150,512	\$ -	\$ -	\$ -	\$ -	\$ 150,512

Estimated Operating Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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Estimated Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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2020 CAPITAL IMPROVEMENT PROGRAM

Project Name: City Hall Duct Clean and Repair
 Contact: Jim Beard
 Department: PW- Facilities
 Location: 300 N Park Ave
 Type:
 Useful Life: 10 years
 District:

5 Year (2015-2019) Historical Total	\$	-
2020-2024 Total	\$	139,363
CIP Project Total	\$	139,363

Description:

Clean entire A/C duct system to remove any possible contaminates.

Justification:

The duct work at City Hall has surpassed its acceptable limits for cleaning.

<u>Expenditures</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>Total</u>
City Hall Duct Clean and Repair	\$ 139,363	\$ -	\$ -	\$ -	\$ -	\$ 139,363
Total Expenditures	\$ 139,363	\$ -	\$ -	\$ -	\$ -	\$ 139,363

<u>Funding Source</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>Total</u>
General Fund Transfer to CIP	\$ 139,363	\$ -	\$ -	\$ -	\$ -	\$ 139,363
Total Expenditures	\$ 139,363	\$ -	\$ -	\$ -	\$ -	\$ 139,363

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

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



2020 CAPITAL IMPROVEMENT PROGRAM

Project Name: Fogger
 Contact: Russ Sheibenberger
 Department: Public Works/ Public Hjealth
 Location: PWC
 Type: Replacement
 Useful Life: 20 yrs
 District: All Districts

5 Year (2015-2019) Historical Total	\$	-
2020-2024 Total	\$	20,000
CIP Project Total	\$	20,000

Description:

New Fogger for ULV applications for mosquitoes/ midges as needed with Smart Box.

Justification:

Existing fogger outdated and needs frequent repairs. Not compatible with required calibration requested by Dept of Agriculture (amount of chemical disbursed and area treated - Smart Box) Repairing is not an option because equipment is obsolete.

<u>Expenditures</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>Total</u>
Fogger	\$ 20,000	\$ -	\$ -	\$ -	\$ -	20,000
Total Expenditures	\$ 20,000	\$ -	\$ -	\$ -	\$ -	20,000

<u>Funding Source</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>Total</u>
General Fund Transfer to CIP	\$ 20,000	\$ -	\$ -	\$ -	\$ -	20,000
Total Expenditures	\$ 20,000	\$ -	\$ -	\$ -	\$ -	20,000

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

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



2020 CAPITAL IMPROVEMENT PROGRAM

Project Name: Administration - #136 Vehicles

Contact: Jeff Davis

Department: PW- Admin

Location: Citywide

Type: New

Useful Life: 7

District: All Districts

5 Year (2015-2019) Historical Total	\$	-
2020-2024 Total	\$	31,208
CIP Project Total	\$	31,208

Description:

2019 GMC Acadia- Ebony twilight metallic

Justification:

Replacing vehicle #136- 2005 F250- meets criteria for replacement with age of vehicle and over 125,900 miles.

<u>Expenditures</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>Total</u>
Administration - #136 Vehicles	\$ 31,208	\$ -	\$ -	\$ -	\$ -	\$ 31,208
Total Expenditures	\$ 31,208	\$ -	\$ -	\$ -	\$ -	\$ 31,208

<u>Funding Source</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>Total</u>
General Fund Transfer to CIP	\$ 31,208	\$ -	\$ -	\$ -	\$ -	\$ 31,208
Total Expenditures	\$ 31,208	\$ -	\$ -	\$ -	\$ -	\$ 31,208

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

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



CITY OF
SANFORD
FLORIDA

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.