



CITY OF
SANFORD
FLORIDA

**FINAL BUDGET
2019 FISCAL YEAR**

October 1, 2018 - September 30, 2019
**Prepared by the
Offices of the City Manager and Finance**

City of Sanford, Florida

2018/2019 BUDGET

OCTOBER 1, 2018 – SEPTEMBER 30, 2019

CITY COMMISSION

JEFF TRIPLETT, MAYOR
ART WOODRUFF, DISTRICT 1
DR. VELMA H. WILLIAMS, DISTRICT 2, VICE MAYOR
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

TABLE OF CONTENTS

COMMUNITY PROFILE

Our Vision and Mission	3
Organization Chart	4
City of Sanford Location	5
City of Sanford Profile	6
Sanford Demographics	9
Largest Local Taxpayers	10
Mayor, City Commission and Staff	11
Strategic Plan	15

BUDGET MESSAGE

City Manager’s Transmittal	23
----------------------------------	----

BUDGET OVERVIEW

Budget Process	31
Budget Calendar	32
Understanding the Budget Document	34
Major Revenue Sources	36
Financial Structure	41

CITYWIDE BUDGET

Citywide Budget	46
Fund Balance Analysis	48
Budget Summaries	50
FTE’s Citywide	51

GENERAL FUND BUDGET

General Fund Budget Summary	55
General Fund: Funding Sources	57
General Fund: Expenditures	59
General Fund Five Year Forecast	60

DEPARTMENTS

Administration and Governance	63
City Commission	64
City Manager	68
Economic Development	72
Community Relations	76
City Attorney	80

City Clerk.....	81
Human Resources	85
Financial Services	91
Accounting.....	93
Information Technology	96
Purchasing.....	99
Non-Departmental.....	101
Development Services	103
Planning	105
Community Improvement.....	109
Business Tax Receipts	112
LIHEAP	229
Building Inspection Fund.....	233
Police.....	118
Administration	122
Patrol Operations	125
COPS Grant	127
Strategic Services.....	128
Police Investigations	129
Special Operations	132
Traffic	133
School Resource Officers	135
CRU	137
Training.....	139
Fire Services.....	141
Administration	143
Operations	147
Prevention	150
Public Works.....	153
Administration	156
Public Health.....	159
Fleet Maintenance.....	161
Facilities Maintenance	164
Streets.....	167
Local Option Gas Tax Fund.....	230
Solid Waste	171
Stormwater.....	176
Recreation	182
Recreation Division	184
Special Facilities	187
Parks and Grounds	190
Museum.....	194
Water and Wastewater	197
Administration	200
Plants Combined.....	203
Water Distribution	209

Wastewater Collection	212
Non-Departmental.....	215
Water/Wastewater Capital Replacement Fund	216
Water Impact Fees Fund	218
Wastewater Impact Fees Fund.....	219

SPECIAL REVENUE FUNDS

Revenues and Expenditures Schedule	222
2 nd Dollar Fund	228
Law Enforcement Trust Fund	229
LIHEAP	230
Local Option Gas Tax Fund.....	231
Impact Fees Fund.....	232
Building Inspection Fund.....	234
3 rd Generation Fund	236
Cemetery Fund.....	237

COMPONENT AND DEBT SERVICE FUNDS

Component and Debt Service Funds Schedule	241
CRA Downtown Fund	242
Debt Service Fund.....	244
Long Term Debt.....	245
Capital Leases	256
Pledge Revenue Coverage	260

INTERNAL SERVICE FUNDS

Internal Service Funds Schedule.....	266
General Liability Insurance Fund	267
Health Insurance Fund	268

CAPITAL PROJECTS FUNDS

Capital Projects Fund Schedule	270
Capital Projects Fund.....	271
Recreation Capital Fund	272
Equipment Replacement Fund	273

WORKFORCE

Full Time Equivalents Staffing Levels	276
Summary of FTE's Changes	278
Grade Schedule	280

CAPITAL IMPROVEMENT PLAN

Five Year Capital Plan	286
Capital Detail Project Forms.....	292

GLOSSARY

Glossary	330
----------------	-----

COMMUNITY PROFILE

- ❖ **OUR VISION AND MISSION**
- ❖ **ORGANIZATION CHART**
- ❖ **CITY OF SANFORD LOCATION**
- ❖ **CITY OF SANFORD PROFILE**
- ❖ **SANFORD DEMOGRAPHICS**
- ❖ **LARGEST LOCAL TAXPAYERS**
- ❖ **MAYOR, CITY COMMISSION AND STAFF**
- ❖ **STRATEGIC PLAN**



CITY OF
SANFORD
FLORIDA



CITY OF **SANFORD** FLORIDA

OUR VISION

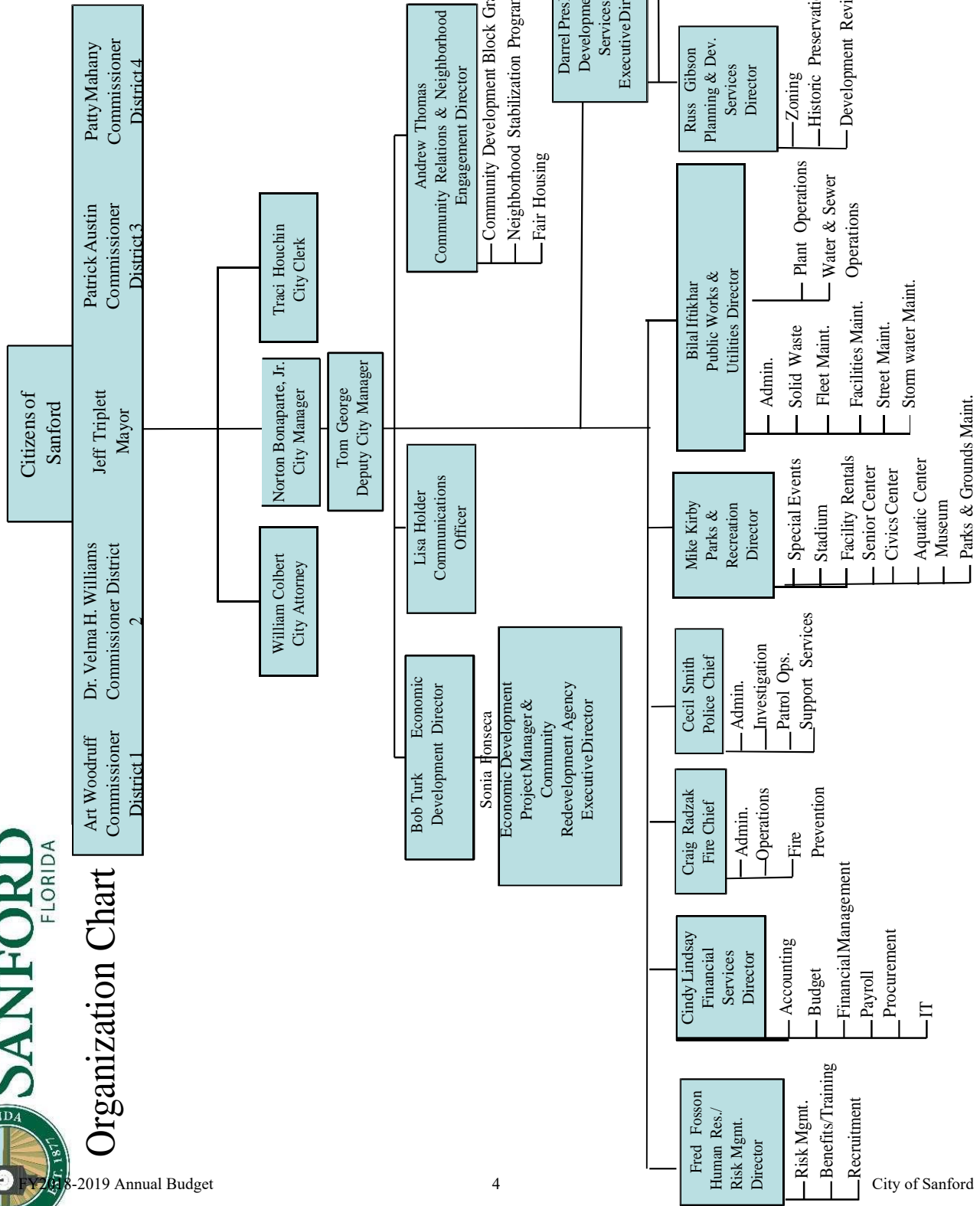
Sanford is a significant cultural and business hub for the Central Florida region. With its showcase waterfront, extensive transportation network, distinctive cultural corridor and historic downtown, Sanford is a vibrant and safe City in which people choose to live, work, raise a family, attend school,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

OUR MISSION

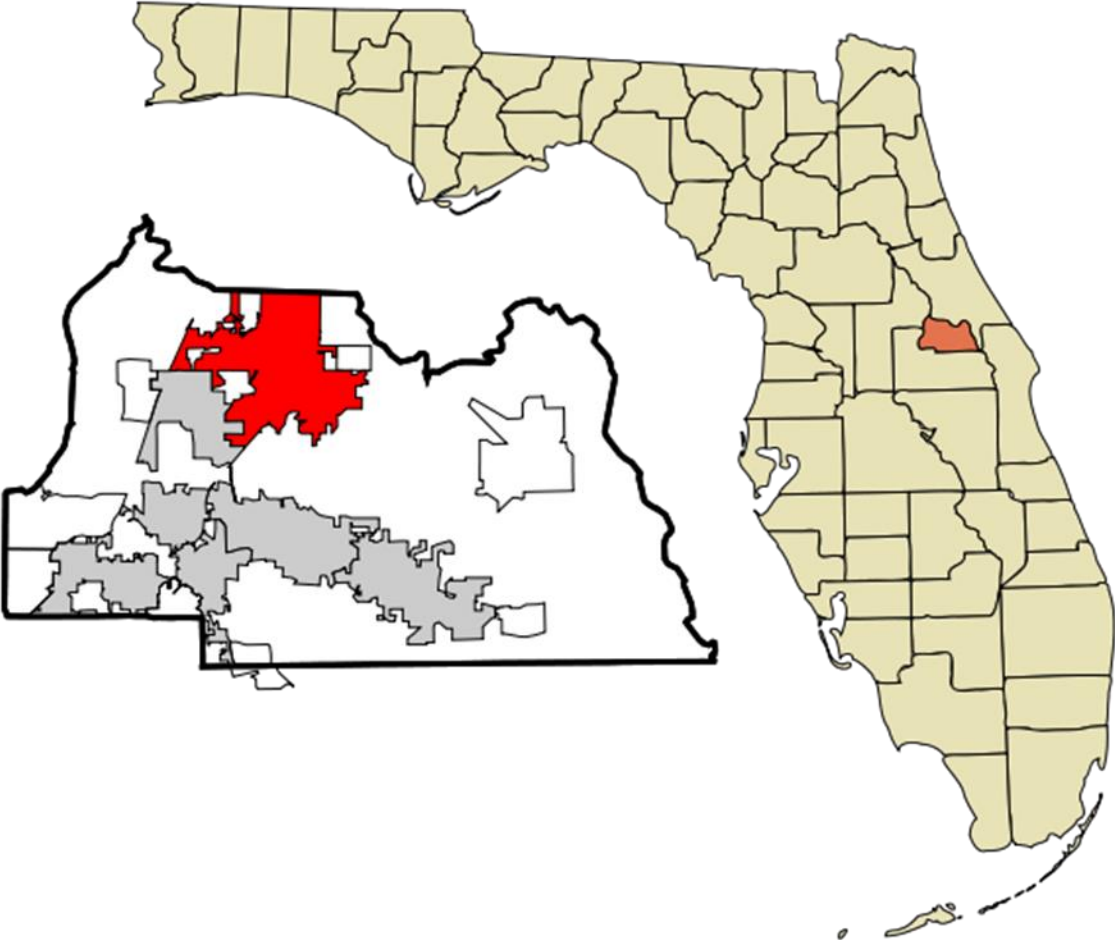
The City of Sanford is dedicated to the delivery of a high standard of service that cultivates a vibrant business and citizen partnership and fosters a well-connected, economically thriving community that celebrates its distinctive historical, natural, social and cultural character.



Organization Chart



CITY OF SANFORD LOCATION



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

SOURCE: WIKIPEDIA.ORG

CITY OF SANFORD PROFILE

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



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

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



In September 1887, a bakery on First Street caught fire. The blaze spread rapidly through the wooden buildings on the east side of town until 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,

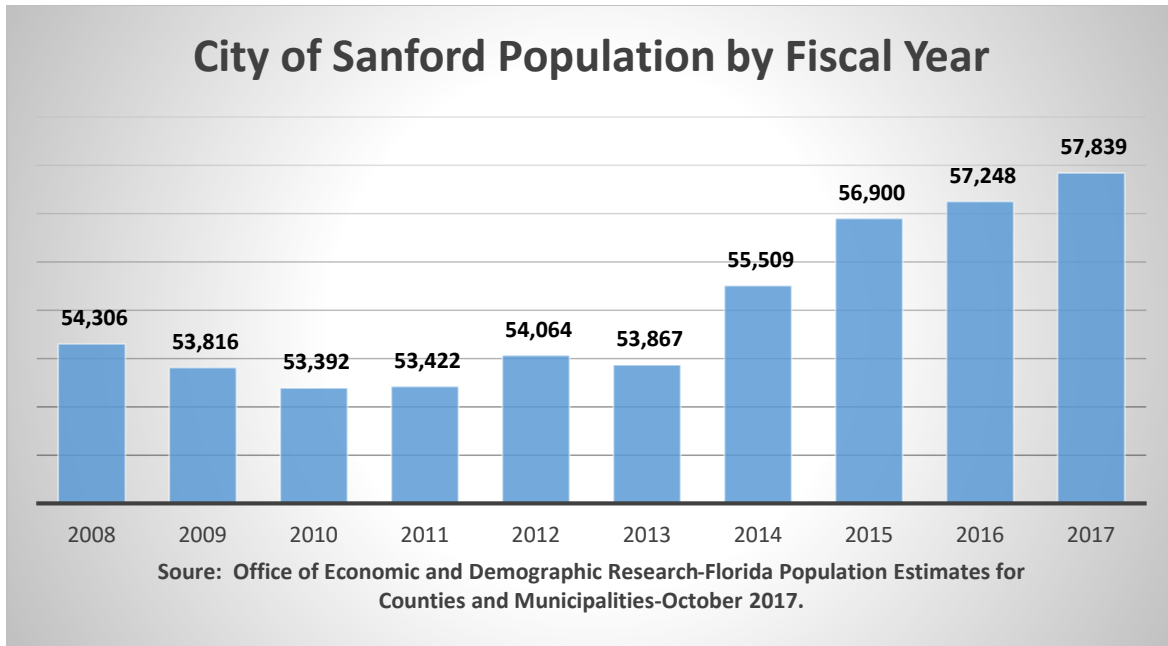
Crime Prevention and Community Policing Officers.

SANFORD DEMOGRAPHICS

Employer Name	Business Type	Employees
Seminole State College	College	1,746
Seminole County Public Schools	Public Schools	1,704
Seminole County Government	Government	1,581
Seminole County Sheriff	Government	1,300
Central Florida Regional Hospital	Medical	1,120
Walmart Stores - Sanford	Retail	646
City of Sanford	Government	540
Orlando Sanford International Airport	Airport	480
Benada Aluminum Products	Manufacturing	160
CPH Engineers	Engineering	125

Unemployment Rate	FY 2014	FY 2015	FY 2016	FY 2017
City of Sanford	5.4%	5.0%	4.3%	3.0%

SANFORD DEMOGRAPHICS



LARGEST LOCAL TAXPAYERS

Taxpayer Name	Taxable Value	Total Taxes
Seminole Town Center LP	64,226,778	470,461.15
Florida Power & Light Co.	54,995,565	402,842.51
Solstice Loop Holdings LLC	46,586,156	341,243.59
Central Florida Regional Hospital	39,472,310	289,134.67
CRLP Twin Lakes LLC	37,272,632	273,022.03
Lakes Edge Apartments LLC	36,823,032	269,728.71
WRI Seminole II LLC	36,562,792	267,822.45
Solara Holdings - CJ LLC	35,868,920	262,739.84
Wal-Mart Stores East LP	31,514,696	230,845.15
Bre Piper MF Westlake FL LLC	31,414,880	230,114.00

SANFORD CITY COMMISSION

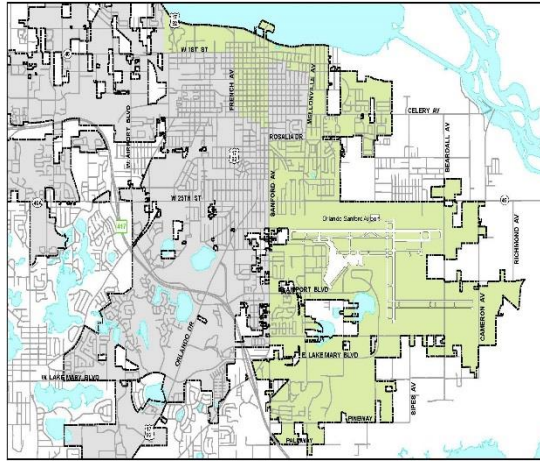
The City of Sanford operates with a Commission-Manager form of government. The City Commission is comprised of a Mayor, who is elected at large, and four Commission Members, one elected from each district. The Commission appoints the City Manager, City Attorney, and City Clerk, who work with direction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

Mayor Jeff Triplett
Elected to Mayor: 2010
Current Term Expires: 2019

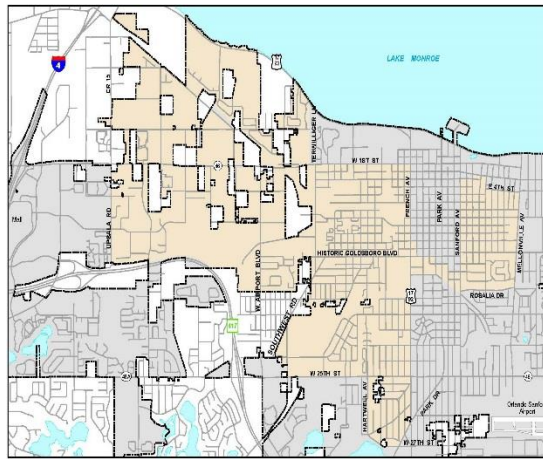


Jeff Triplett moved to Seminole County in 1992 after graduating from Missouri Southern State University. He has 20+ years in the financial services industry where he was responsible for multi-million dollar loan and deposit portfolios that consisted of small business and commercial real estate holdings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



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



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



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



Thomas George
Deputy City Manager
Since: 2011

STRATEGIC PLAN

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

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



Strategic Planning

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

At its foundation, strategic planning is about facing change, planning for it, and positioning the community to make the most of change. An organization and individuals must cope with change through communication and participation, these are core principles of this process. The primary objective of Strategic Planning is to focus on organizational direction or purpose. In strategic planning, the objective is to 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 10, 2018

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

In compliance with state law and the City Charter, we are submitting the 2018/2019 Budget. As required by Section 5.04 of the City Charter, the final budget for 2019 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 2018/2019 budget totals approximately \$123.5 million for all activities, including utility funds, capital projects, debt service and other special revenue funds. Total expenditures are increasing \$7,005,577, an increase of 6.01% from last year’s final budget. The increase is attributed to the General Fund increasing \$2,299,457, the Special Revenue Funds increasing \$3,899,002, the Debt Service Fund increasing \$82,182, the Capital Projects Fund increasing \$492,879, and the Internal Service Funds increasing \$806,714 and offset decreases in the Enterprise Funds of \$403,511 and the CRA Fund of \$171,146.

General Fund

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

The final budget is with a millage rate at 7.325 mills. This represents a 5.13% 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 the contractually committed wage adjustments for the unions.
- Capital – this proposal includes funding for various infrastructure and equipment needs of which funding from General Fund amounts to \$1,770,312. 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 \$157,094.
 2. UBER program increased estimated costs of \$209,162.
 3. Increased costs for Operations supplies \$126,378.
 4. Increased costs for training and related costs \$58,724.
 5. Contractual Services \$112,224.

Property Tax Rate and Revenues

On June 21, the Seminole County Property Appraiser provided the required Certification of Value with a total current year taxable value for property in Sanford of \$3.1 billion. This was a 9.17% 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 6.6019%, compared to the current year's rate of 7.325 mills. The current millage rate of 7.325 will increase revenues by 9.17%. Since 2008, this is only the second year since 2008 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.

<i>Millage Rate Options</i>	<i>Two-thirds</i>	<i>Majority</i>	<i>Majority</i>
	4-1 or 4-0	3-2	3-2
Taxable Value	3,161,930,916	3,161,930,916	3,161,930,916
Roll-back Rate	6.6019	6.6019	6.6019
Rate Options	10.0000	6.6019	7.3250
Current Rate	7.3250	7.3250	7.8250
Percent Increase(Decrease) over Rollback	0.0987	0.0000	0.1563
Property Tax Revenues at Rate Option	31,619,309	20,874,752	23,161,144
Property Tax Revenue at Roll-back Rate	20,874,752	20,874,752	20,874,752
Revenues at Rate Option vs. Rolled-back Rate	10,744,557	-	2,286,392

At the final millage rate of 7.325, on average, the single family homeowner will pay \$536.14 a year or \$52.54 per month in taxes to the City of Sanford.

Special Revenue Funds

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

Available funding for street maintenance and rehabilitation has been greatly reduced in the General Fund. The Local Option Gas Tax Fund, dedicated for this purpose, will provide about \$1.3 million for road work in 2018/2019. The Third Generation Sales Tax Fund will provide about \$4.1 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 2018/2019 the City's obligation to this agency will exceed \$1.4 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 \$1.8 million in annual payments.

Capital Projects Funds

The Capital Projects Funds contain governmental capital projects, usually funded through a combination of transfers from the General Fund, Grants, Impact Fees, Donations and other funds as applicable. Capital funded from the General Fund in the 2018 budget is \$1,770,312 for various infrastructure and equipment replacement needs.

Enterprise Funds (Utilities)

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

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

The City is a service organization. The most important asset of a service organization is trained, motivated, adequately compensated, and properly led employees. With the

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

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

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

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

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

The City will maintain reserves that are adequate to protect against unforeseen events. In 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 53%, 22%, 38%, 13%, 43%, and 75% while the City's actual reserves are currently at 15.79%.

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 1% (this includes the anticipated loss due to possible adoption of the proposed property tax exemption) in FY 2020 for a total revenue increase of \$464,514 and the following increases in expenditures are expected:

➤ Pension costs	\$ 352,130
➤ Medical Insurance	\$ 115,649
➤ 3% wage increases	\$ 658,251
➤ Operational costs	\$ 342,870

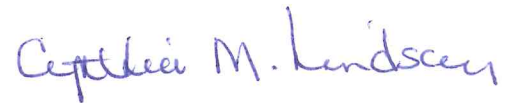
This does not include unpredictable increases to electricity, fuel, health and liability insurance, and ongoing city contracts or continued support of capital costs.

As noted earlier – the property tax values in the City have increased for the fifth year in a row after five consecutive years of decline. The City has approximately \$51.7 million dollars worth of asset repairs and replacements that must be addressed on average every 23 years. The past 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
Finance Director

BUDGET OVERVIEW

❖ BUDGET PROCESS

❖ BUDGET CALENDAR

❖ UNDERSTANDING THE BUDGET DOCUMENT

❖ MAJOR REVENUE SOURCES

❖ FINANCIAL STRUCTURE



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

FY 2018-2019		
DATE	ACTIVITY	PARTICIPANTS
February 12	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 26	Finance reviews Budget Requests and returns with questions to Departments	Finance Manager
April 9	Departments return Budget Requests with all questions answered to Finance	Department Directors Division Managers
April 16	Health, Liability, Property and Workers Compensation Insurance Cost Estimates Due	Finance Director Human Resources Director
April 16 – April 26	Departments & Finance Budget Review Meetings	Finance Director Finance Manager Department Directors Division Managers
April 30 - May 10	Budget Review Meetings	City Manager Deputy City Manager Finance Director Finance Manager Department Directors Division Managers
June 1	Preliminary estimate of taxable value submitted to City	Property Appraiser
June 14	Draft of Proposed Budget to City Manager	Finance City Manager
June 21	Proposed Budget submitted to Commission	City Manager
July 1	Certification of Taxable Value submitted to City	Property Appraiser

BUDGET CALENDAR

FY 2018-2019		
DATE	ACTIVITY	PARTICIPANTS
July 11	Budget Workshop	City Commission City Manager Deputy City Manager Department Directors Division Managers
July 18	Budget Workshop (2nd day)	City Commission City Manager Deputy City Manager Department Directors Division Managers
July 23	Last Regular Meeting to approve tentative millage rate and hearing schedule.	City Commission City Manager
Not later than August 3	Notification to Property Appraiser of proposed millage rate rolled back tax rate, and date, time and place of First Public hearing.	City Manager Finance Director
August 9	Final Changes to budget completed	City Manager Finance Director
Not later than August 24	Mailing of Notice of Proposed Property Taxes (TRIM notice)	Property Appraiser
September 10	First Public Hearing to adopt proposed millage rates and budget	City Commission City Manager Finance Director
September 21	Newspaper advertisement of Second Public Hearing and Budget Summary Statement	Finance Director
Not Later Than September 21	Submission of approved millage resolution and budget to Property Appraiser, Tax Collector and Florida Department of Revenue	Finance Director
September 24	Second and Final Public Hearing to adopt final millage rates and budget	City Commission City Manager Finance Director

UNDERSTANDING THE BUDGET

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

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

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

Governmental Funds include the following fund types:

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

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

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

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

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

Proprietary Funds include the following two fund types:

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

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

MAJOR REVENUE SOURCES

GENERAL FUND

Taxes

Ad Valorem Taxes – A tax on property paid by owners of real and personal property within the city limits. The tax is based on an assessment by the Seminole County Property Appraiser of the market value of property and improvements. A tax rate of one mill produces \$1 of tax revenue on each \$1,000 of taxable property value. The 2018-19 budget is based on an operating millage of 7.325. Anticipated collection of Ad Valorem Taxes (Property Taxes) revenues for the General Fund in FY18-19 is \$21,134,807, which represents approximately 43% of total General Fund revenues.

Community Service Tax - The Communications Services Tax took effect October 1, 2001, and represents a combination of the former Cable Television and Telecommunication Franchise Fees as well as the Public Service Tax on telecommunications services. Revenue estimates are based on expected growth, and historical trends. Collections from Communications Service Taxes are estimated at \$2,028,163 for fiscal year 2018-19, 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 \$5,700,973 for fiscal year 2018-19; which represents \$4,694,101 for electricity, \$789,760 for water, \$120,112 for gas, and \$97,000 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 \$4,845,657 for fiscal year 2018-19; 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 \$848,700 for fiscal year 18-19, 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 \$6,627,309 for fiscal year 2018-19; this represents \$2,238,949 for State Revenue Sharing, \$12,000 for Mobile Home Licenses Tax, \$50,000 for Alcoholic Beverage License Tax, \$4,046,176 for Half-Cent Sales Tax, \$34,929 for Occupational Licenses, \$24,254 for Firefighters Supplemental Compensation Fund \$29,914 for Other Transportation, and \$191,087 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 2018-19, charges for service fees are estimated at \$2,922,453, which represents approximately 6.2% 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 \$2,309,326 for fiscal 18-19, 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 2018-19, Fines and Forfeitures are estimated at \$149,871, which represents less than 1% of General Fund revenues.

Rents and Royalties – Marina Motel Lease Rent, Marina Docks Lease Rent, Trailhead Lease, One Harbor LP Lease Rent and other leases. For fiscal year 2018-19, Rents and Royalties are estimated at \$62,999, 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 2018-19, Miscellaneous Revenues are estimated at \$285,633, 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 2018-19, Water and Wastewater Revenues are estimated at \$26,620,957, which represents approximately 67% of Enterprise Funds revenues.

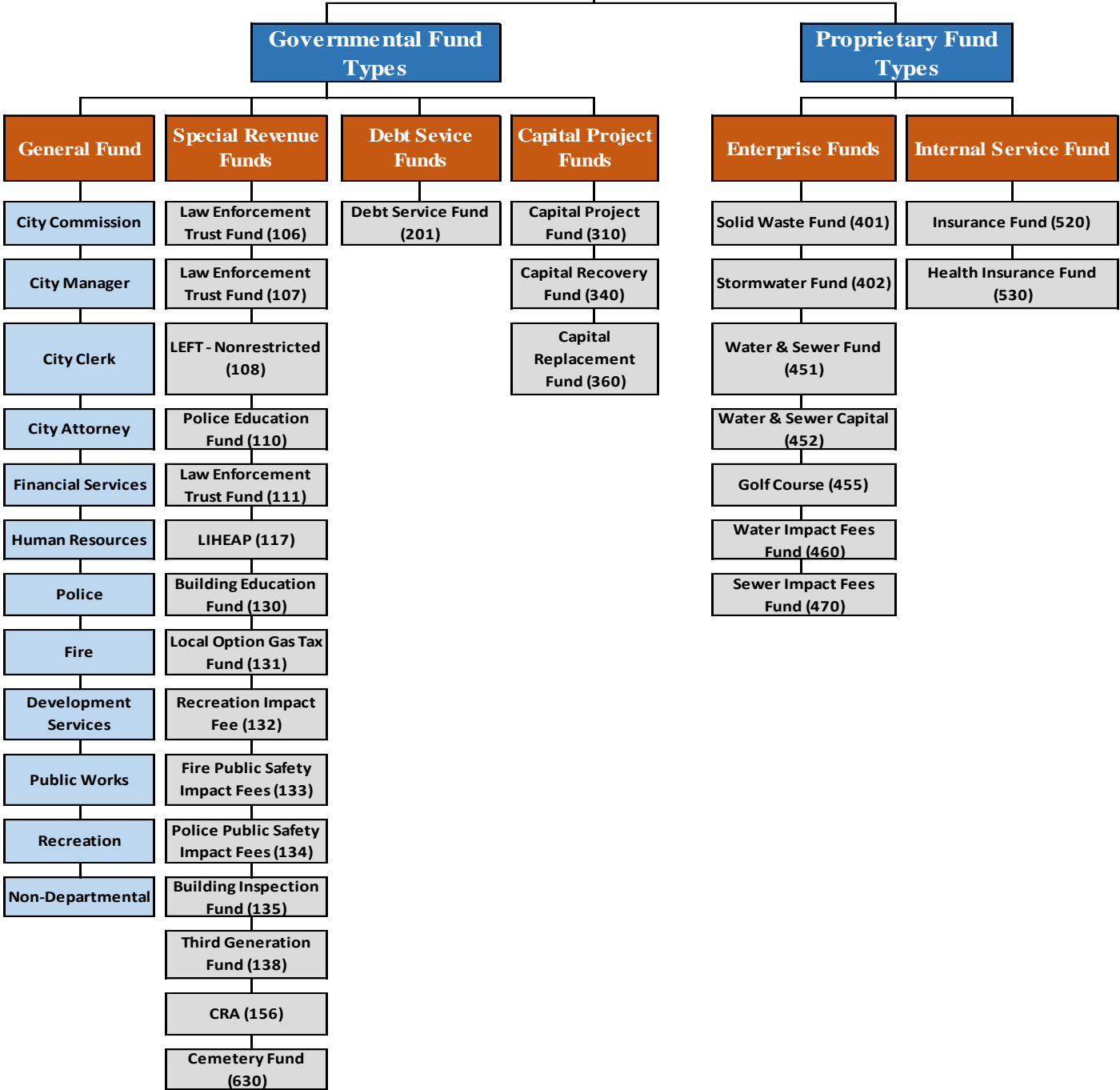
Water and Wastewater Impact Fees – Impact Fees are collected for commercial and residential developments. For fiscal year 2018-19, Water Impact Fees Revenues are estimated at \$567,000, and Wastewater Impact Fees Revenues are estimated at \$1,008,000. Both represents approximately 4% of the total Enterprise Funds revenues.

Stormwater Fees - Stormwater activities are derived from fees through Stormwater Utility fees. For fiscal year 2018-19, Stormwater Fees are estimated at \$5,524,000, which represents approximately 14% 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 2018-19, Solid Waste Fees are estimated at \$6,237,044, which represents approximately 16% 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:

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

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

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

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

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

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

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

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

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

Debt Service Fund

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

Capital Projects Funds

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

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

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

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

CITYWIDE BUDGET

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

2019 Citywide Budget

	<i>General Fund</i>	<i>Special Revenue</i>	<i>Debt Service</i>	<i>Capital Projects</i>
Use of Fund Balance	\$ -	\$ 93,333	\$ -	\$ 122,801
Estimated Revenues				
Taxes				
Property (Ad Valorem)	\$ 21,184,807	\$ -	\$ -	\$ -
Utility and Other Taxes	12,574,793	5,321,707	-	-
Business Tax	658,789	-	-	-
Other General Tax	23,299	-	-	-
Permits and Special Assessments	166,612	4,419,243	-	-
Intergovernmental	6,627,309	994,456	-	-
Charges for Services	2,922,453	82,470	-	-
Fines and Forfeitures	149,871	13,000	-	-
Other Revenues	2,648,500	126,380	-	194,625
Total Revenues	46,956,433	10,957,256	-	194,625
Transfers In	115,350	-	1,781,714	1,770,312
Debt Proceeds	-	-	-	-
Total Revenues and Other Sources	47,071,783	10,957,256	1,781,714	1,964,937
Total Revenues, Transfers, and Balances	\$ 47,071,783	\$ 11,050,589	\$ 1,781,714	\$ 2,087,738
Expenditures				
General Government	\$ 7,067,154	\$ 1,731,297	\$ -	\$ 339,317
Public Safety	26,550,374	126,500	1,781,714	940,875
Physical Environment	1,967,345	127,253	-	104,149
Transportation	1,184,676	4,075,147	-	82,000
Economic Environment	639,842	-	-	-
Human Services	371,331	983,456	-	-
Culture and Recreation	5,338,335	-	-	495,697
Total Expenditures/Expenses	43,119,057	7,043,653	1,781,714	1,962,038
Transfers Out	3,552,026	-	-	-
Other Uses	400,700	-	-	-
Total Expenditures and Other Uses	47,071,783	7,043,653	1,781,714	1,962,038
<i>Addition to Reserve (Fund Balance)</i>	-	4,006,936	-	125,700
Total Appropriations and Reserves	\$ 47,071,783	\$ 11,050,589	\$ 1,781,714	\$ 2,087,738

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

2019 Citywide Budget

	<i>Enterprise Fund</i>	<i>CRA Component</i>	<i>Internal Service</i>	<i>Total</i>
Use of Fund Balance	\$ 10,428,850	\$ 65,000	\$ 281,276	\$ 10,991,260
 <i>Estimated Revenues</i>				
Taxes				
Property (Ad Valorem)	\$ -	\$ 818,280	\$ -	\$ 22,003,087
Utility and Other Taxes	-	-	-	17,896,500
Business Tax	-	-	-	658,789
Other General Tax	-	-	-	23,299
Permits and Special Assessments	1,575,000	-	-	6,160,855
Intergovernmental	13,000	544,600	-	8,179,365
Charges for Services	37,826,341	-	9,160,787	49,992,051
Fines and Forfeitures	-	-	-	162,871
Other Revenues	591,660	6,538	201,645	3,769,348
Total Revenues	40,006,001	1,369,418	9,362,432	108,846,165
Transfers In	-	-	-	3,667,376
Debt Proceeds	-	-	-	-
Total Revenues and Other Sources	40,006,001	1,369,418	9,362,432	112,513,541
 Total Revenues, Transfers, and Balances	 \$ 50,434,851	 \$ 1,434,418	 \$ 9,643,708	 \$ 123,504,801
 <i>Expenditures</i>				
General Government	\$ -	\$ -	\$ -	\$ 9,137,768
Public Safety	-	-	-	29,399,463
Physical Environment	48,380,412	-	-	50,579,159
Transportation	-	-	-	5,351,823
Economic Environment	-	708,891	-	1,348,733
Human Services	-	-	-	1,354,787
Culture and Recreation	-	-	-	5,824,032
Total Expenditures/Expenses	48,380,412	708,891	-	102,995,765
Transfers Out	-	725,527	-	4,277,553
Other Uses	-	-	9,643,708	9,983,708
Total Expenditures and Other Uses	48,380,412	1,434,418	9,643,708	117,257,026
<i>Addition to Reserve (Fund Balance)</i>	2,054,439	-	-	6,247,775
Total Appropriations and Reserves	\$ 50,434,851	\$ 1,434,418	\$ 9,643,708	\$ 123,504,801

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 2017-18	Estimated Expenditures 2017-18	Net Change	Estimated Balance 9/30/2018	Budgeted Revenues 2018-19	Budgeted Expenditures 2018-19	Net Change	Estimated Balance 9/30/2019	
General Fund	22,244,477	44,538,721	(44,412,326)	126,395	22,370,872	47,071,783	(47,071,783)	(0)	22,370,872	0%
2nd Dollar Fund	37,482	13,300	(13,300)	0	37,482	13,300	(27,000)	(13,700)	23,782	-37%
Law Enforcement Trust Fund	118,003	54,500	(82,947)	(28,447)	89,556	11,250	(35,000)	(23,750)	65,806	-27%
LIHEAP	(28,393)	914,319	(914,319)	0	(28,393)	983,456	(983,456)	0	(28,393)	0%
Local Option Gas Tax Fund	1,157,648	1,219,965	(1,219,965)	0	1,157,648	1,254,758	(1,219,965)	34,793	1,192,441	3%
Impact Fees Fund	1,698,917	251,800	(156,825)	94,975	1,793,892	1,079,743	(64,500)	1,015,243	2,809,135	57%
Building Fund	2,432,550	1,162,590	(1,154,968)	7,622	2,440,172	3,401,330	(1,731,297)	1,670,033	4,110,205	68%
CRA Fund	1,161,399	1,280,089	(1,605,564)	(325,475)	835,924	1,369,418	(1,434,418)	(65,000)	770,924	-8%
3rd Generation Fund	6,201,148	3,405,800	(3,500,000)	(94,200)	6,106,948	4,130,949	(2,855,182)	1,275,767	7,382,715	21%
Cemetery Fund	233,945	67,800	(115,203)	(47,403)	186,542	82,470	(127,253)	(44,783)	141,759	-24%
Solid Waste Fund	(90,667)	6,062,758	(6,145,477)	(82,719)	(173,386)	6,237,044	(5,990,563)	246,481	73,095	142%
Stormwater Fund	29,663,817	5,224,000	(3,752,335)	1,471,665	31,135,482	5,524,000	(3,752,392)	1,771,608	32,907,090	6%
Water and Wastewater Fund	147,571,028	27,706,886	(37,434,873)	(9,727,987)	137,843,041	28,244,957	(38,637,457)	(10,392,500)	127,450,541	-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.

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

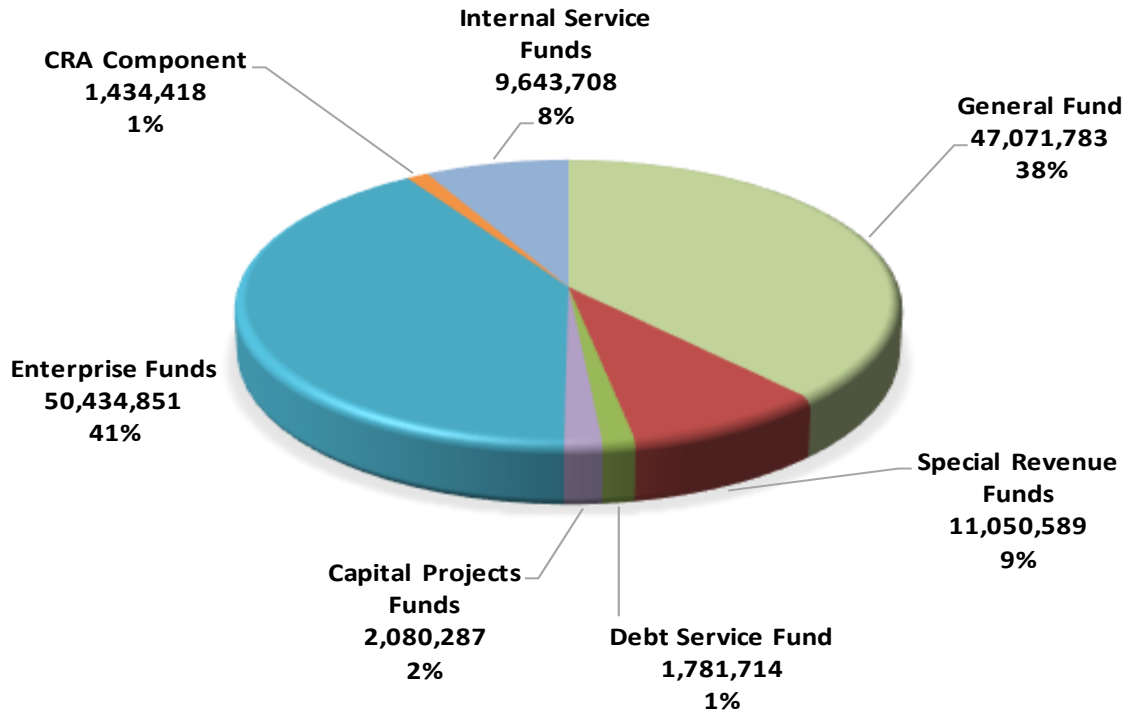
CRA Fund: The CRA has set aside funds to pay for the road improvements in the district, which are planned to be used in 2019.

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

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

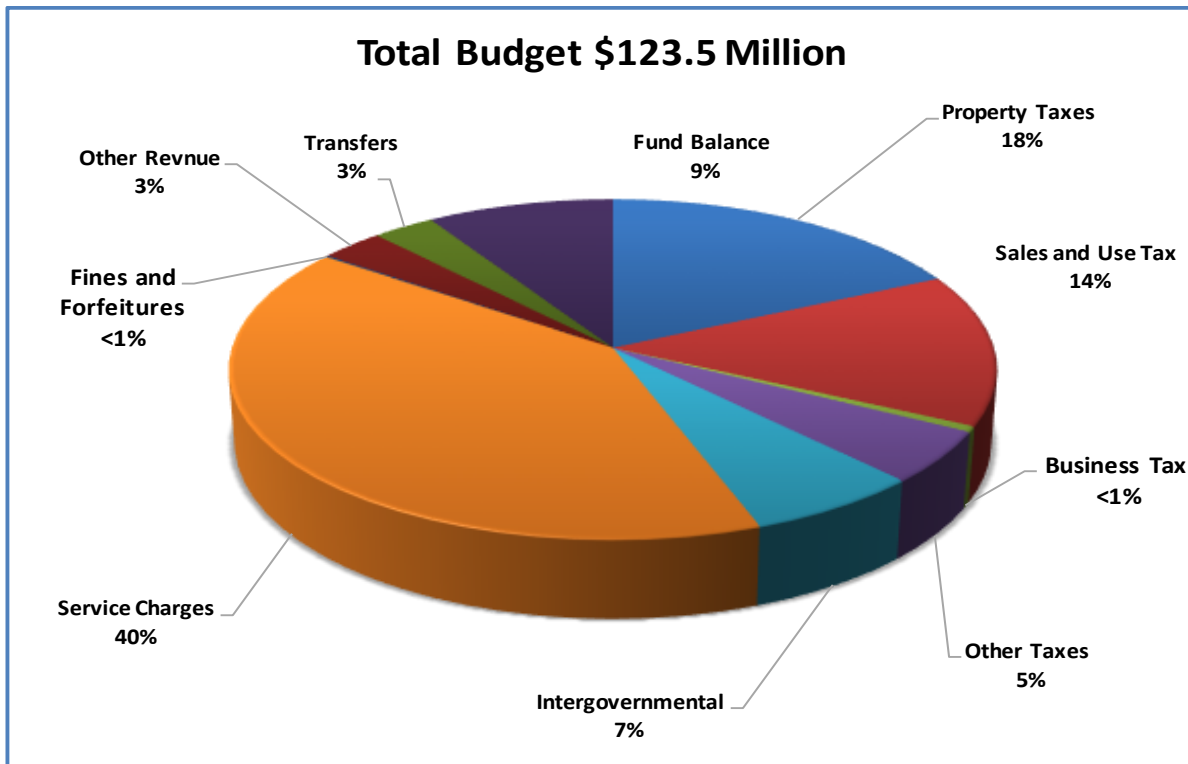
FY 2019 Budget \$123,504,801

2019 ALL FUNDS BUDGET

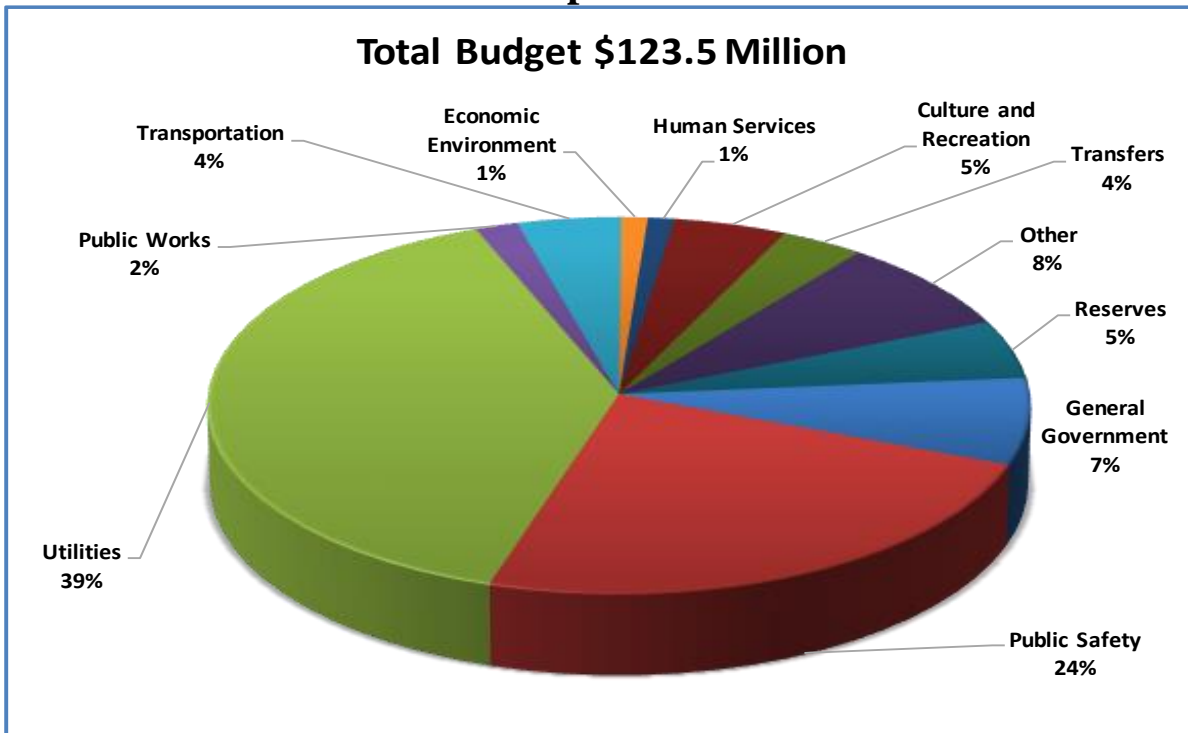


Citywide Budget Summaries

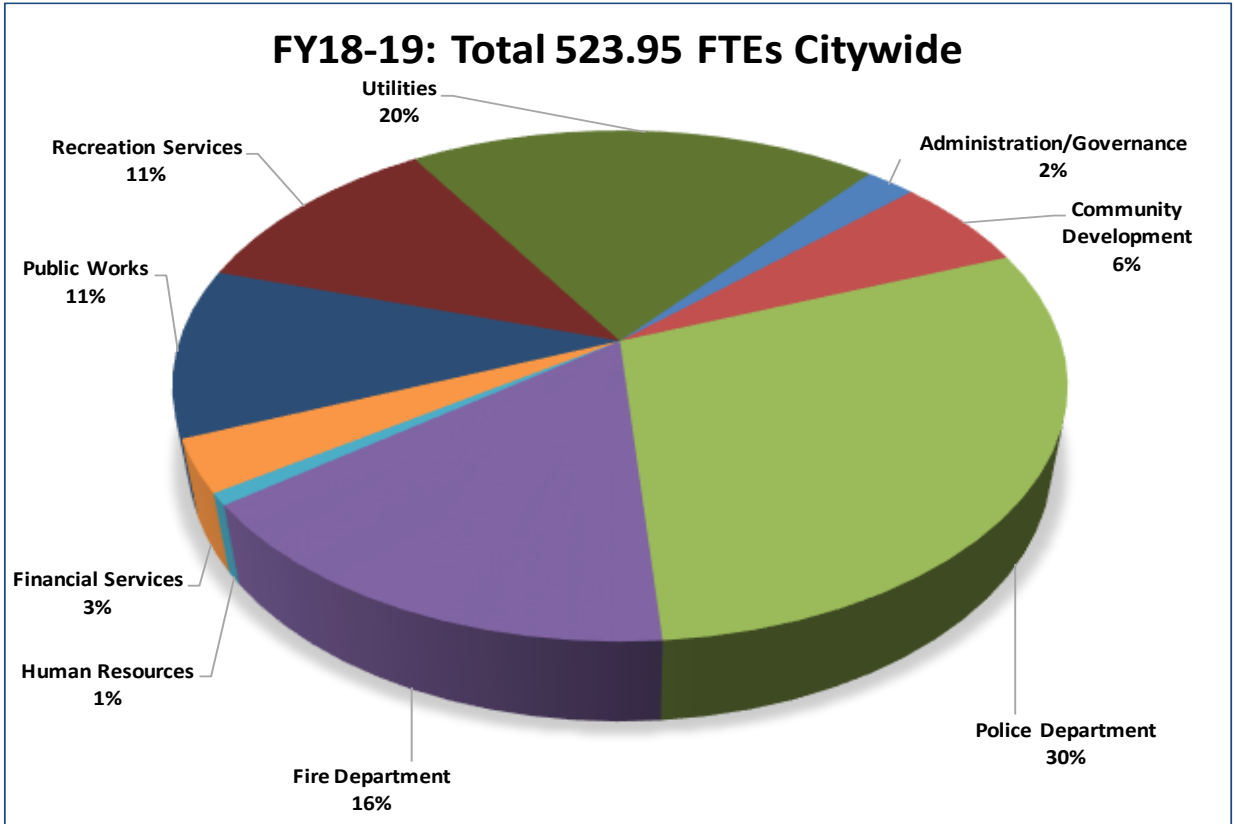
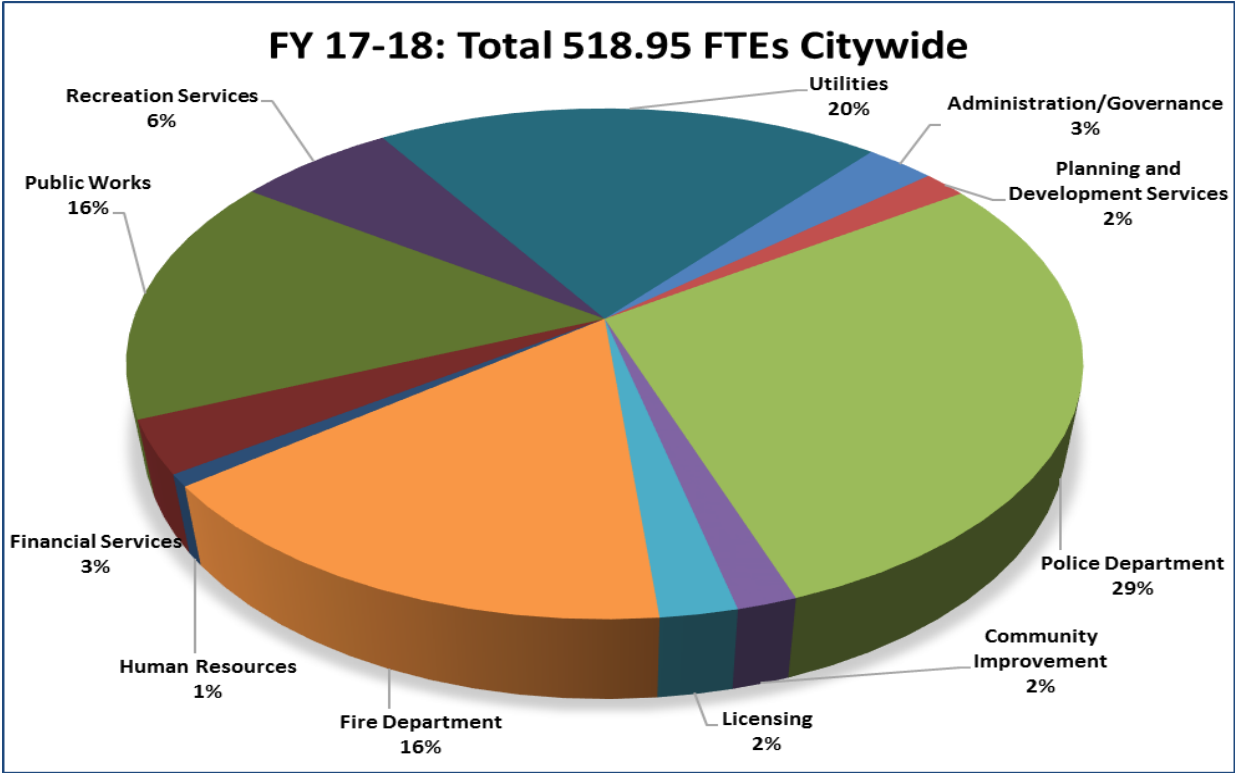
Revenues



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

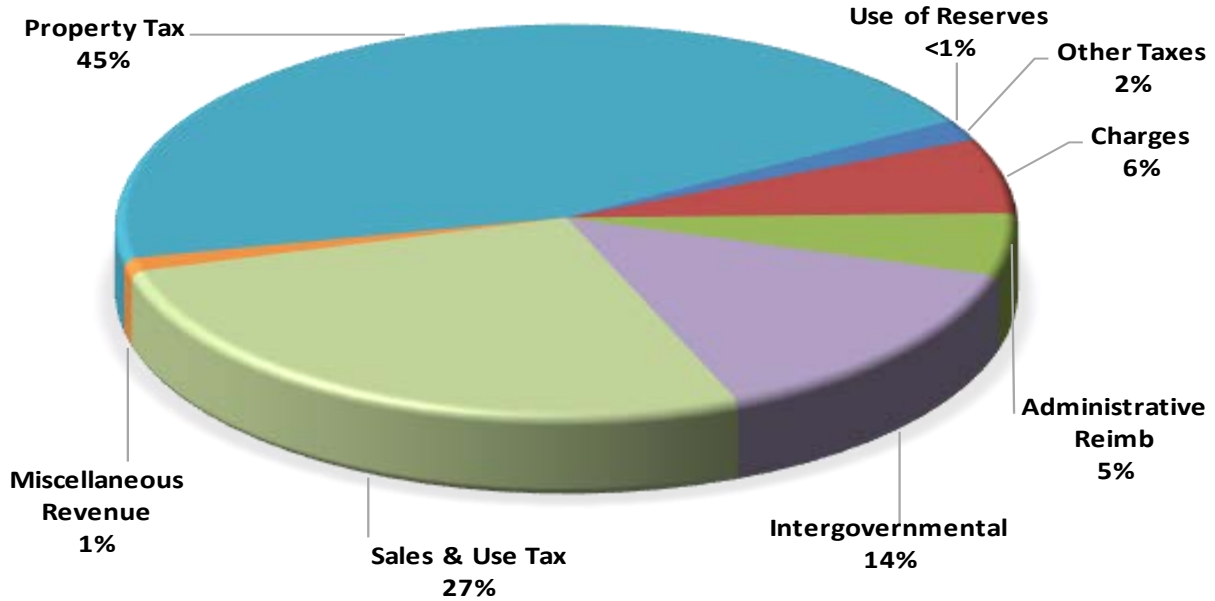
General Fund Budget Summary

General Government Fund	2015 <i>Actual</i>	2016 <i>Actual</i>	2017 <i>Actual</i>	2018 <i>Budget</i>	2019 Final <i>Budget</i>
Revenues					
Taxes	28,567,206	30,968,064	31,941,507	32,413,577	34,608,300
Intergovernmental	6,045,112	6,170,714	6,123,080	6,319,097	6,627,309
Charges for Services	2,385,853	2,802,020	2,975,704	2,966,573	2,922,453
Fines and Forfeitures	212,296	160,872	157,442	151,072	149,871
Interest	114,512	292,822	148,764	288,945	118,695
Rents and Royalties	63,728	57,456	62,338	62,337	62,999
Disposition of Property	41,355	113,981	60,414	44,134	43,898
Contributions and Donations	13,526	9,300	1,624	6,600	7,690
Other	2,282,341	1,838,719	1,912,563	2,286,386	2,415,218
Transfers	171,732	82,158	75,600	-	115,350
Use of Fund Balance	-	-	-	233,605	-
Total Revenues	\$ 39,897,661	\$ 42,496,106	\$ 43,459,036	\$ 44,772,326	\$ 47,071,783
Expenditures					
Commission	158,274	213,095	287,394	117,915	158,176
City Manager	1,887,473	1,627,019	1,372,197	1,809,447	1,904,763
City Clerk	251,292	276,995	277,198	313,997	330,157
Human Resources	385,838	442,157	446,740	492,325	513,426
Finance	1,832,450	1,938,380	2,094,797	2,563,512	2,600,186
Development Services	1,255,933	1,301,673	1,398,364	1,535,134	1,602,730
Police	13,305,208	13,322,950	14,147,198	15,734,704	16,418,258
Fire	8,015,977	8,099,247	8,656,491	9,772,380	10,132,116
Public Works	4,610,994	2,614,663	2,952,967	3,149,543	3,175,190
Recreation	2,256,029	4,376,959	4,664,937	5,135,391	5,338,335
Non Departmental	5,330,037	5,364,686	5,251,229	4,147,978	4,898,446
Total Expenditures	\$ 39,289,505	\$ 39,577,824	\$ 41,549,511	\$ 44,772,326	\$ 47,071,783
Surplus/(Deficit)	\$ 608,156	\$ 2,918,282	\$ 1,909,525	\$ -	\$ -
Total Appropriation and Reserv	\$ 39,897,661	\$ 42,496,106	\$ 43,459,036	\$ 44,772,326	\$ 47,071,783

General Fund Budget Summaries

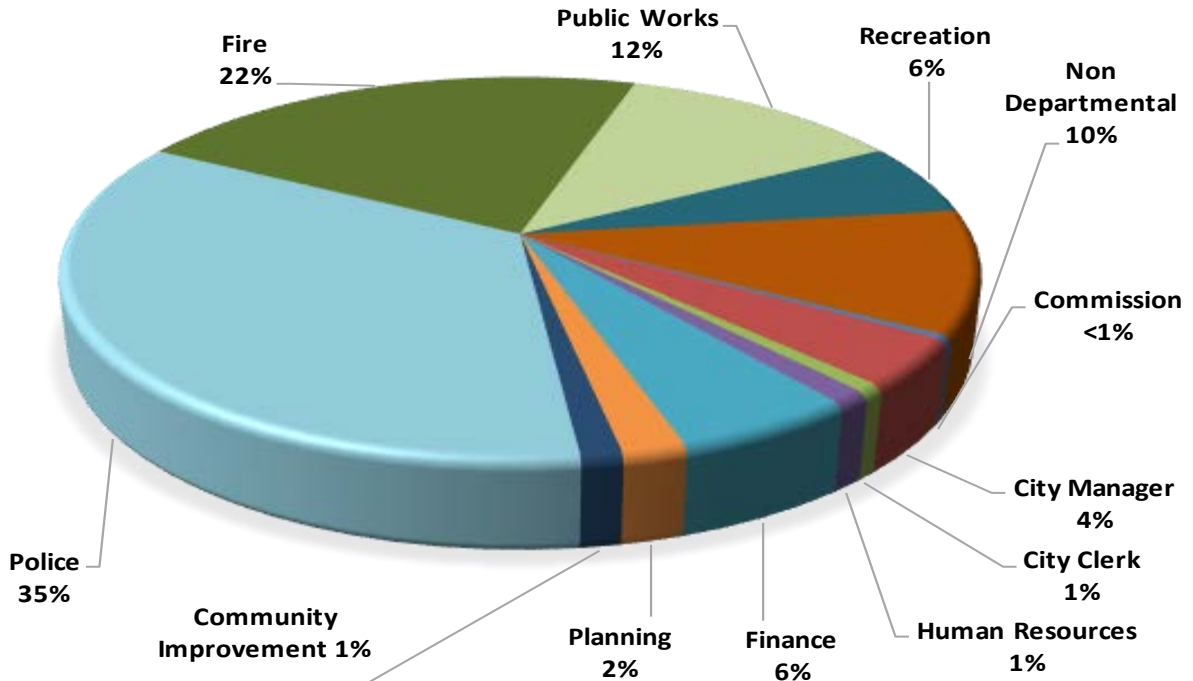
Revenues

TOTAL GENERAL FUND BUDGET \$47.1 MILLION



Expenditures

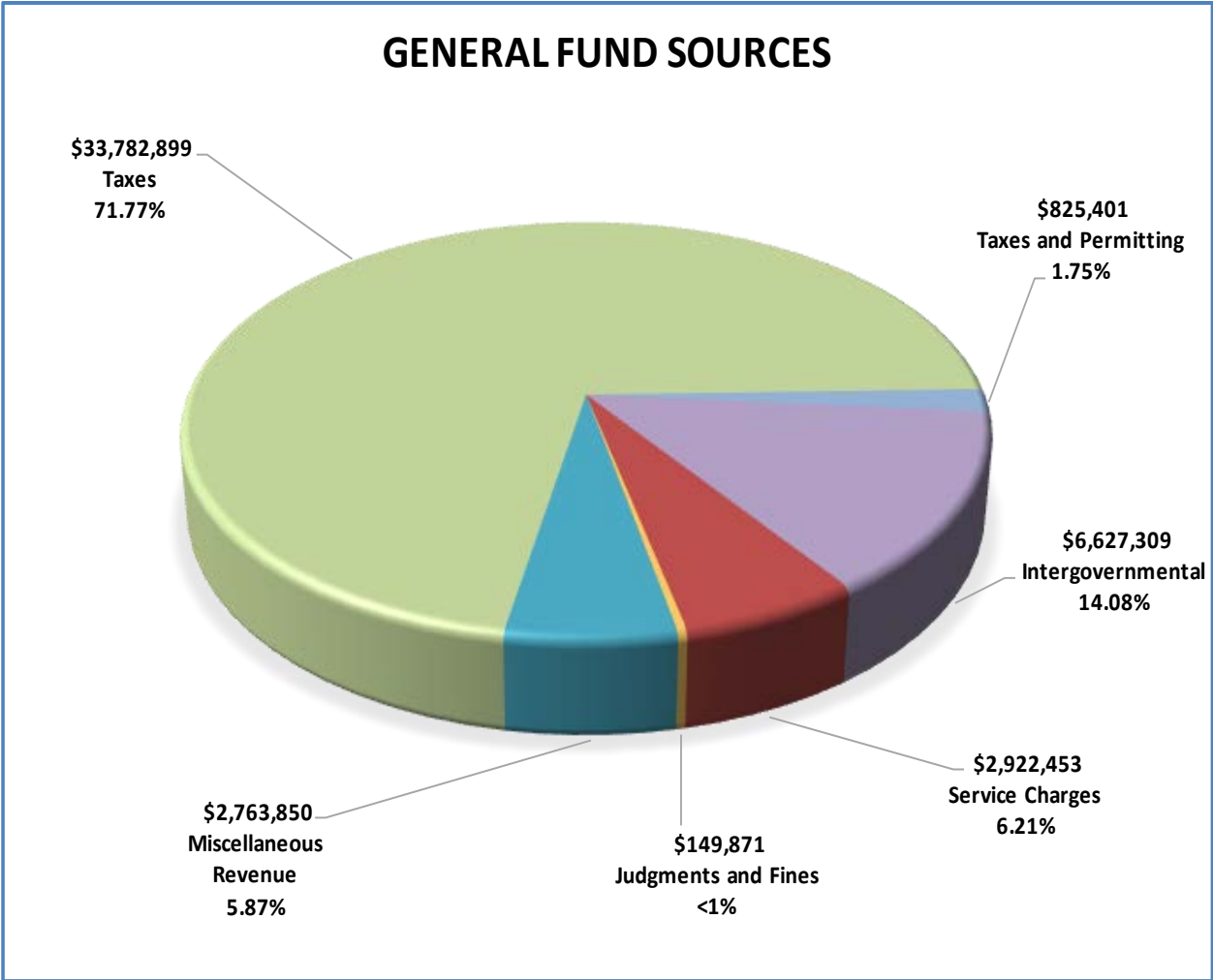
TOTAL GENERAL FUND BUDGET \$47.1 MILLION



General Fund Sources

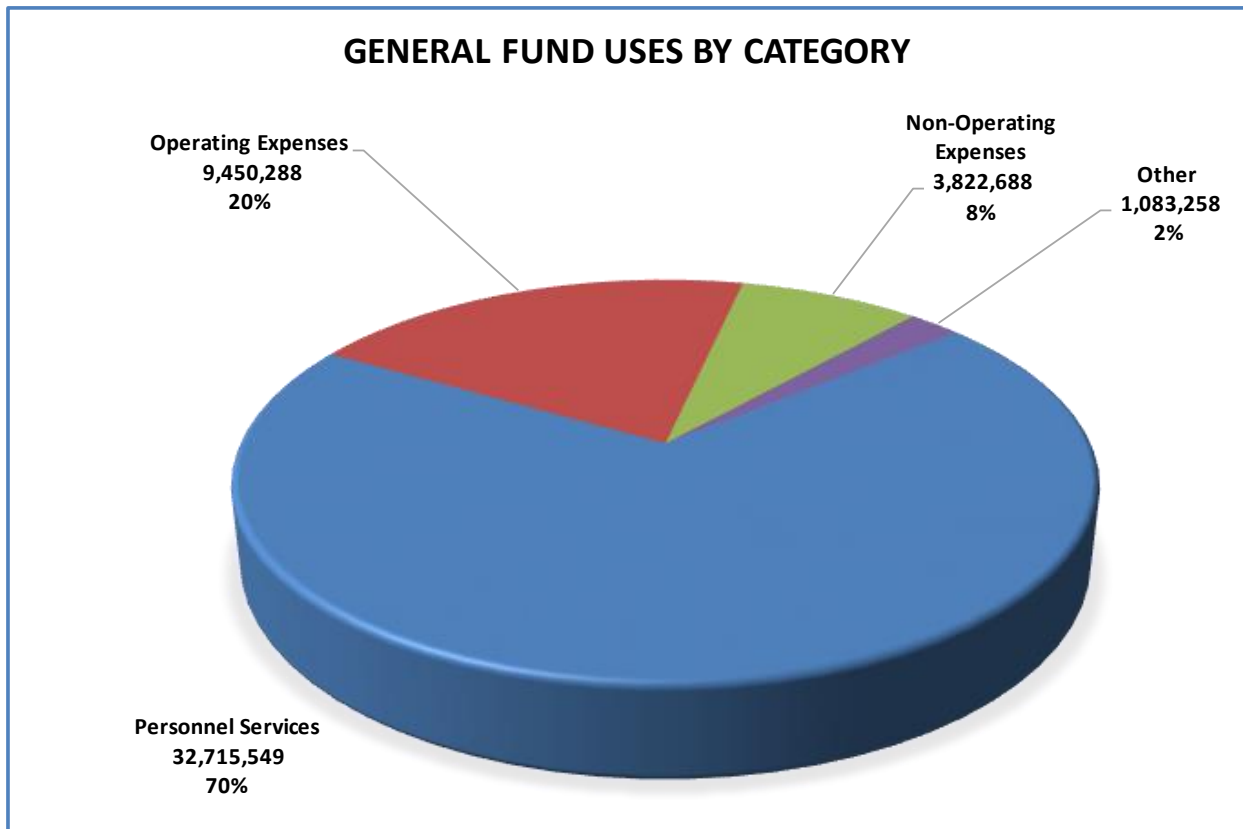
Sources	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2019 Proposed Budget
Property Taxes	\$ 15,473,136	\$ 17,946,522	\$ 18,739,174	\$ 19,429,387	\$ 21,184,807
Franchise Fees	4,694,634	4,644,204	4,837,155	4,644,204	4,845,657
Utility Service Tax	5,283,745	5,454,048	5,544,225	5,512,937	5,700,973
Communication Service Tax	2,236,472	2,074,317	1,954,749	1,970,000	2,028,163
Other General Tax	67,037	23,543	38,415	23,543	23,299
Total Taxes	\$ 27,755,024	\$ 30,142,634	\$ 31,113,718	\$ 31,580,071	\$ 33,782,899
Business Tax Receipts	\$ 640,224	\$ 647,645	\$ 658,219	\$ 656,936	\$ 658,789
Building Permitting	171,958	177,785	169,570	176,570	166,612
Total Taxes and Permits	\$ 812,182	\$ 825,430	\$ 827,789	\$ 833,506	\$ 825,401
Federal Grants	\$ 487,405	\$ 354,611	\$ 31,798	\$ 25,616	\$ 182,773
State Shared Revenue	5,521,192	5,772,367	6,044,906	6,258,481	6,409,607
County Shared Revenues	36,515	43,736	46,376	35,000	34,929
Total Intergovernmental	\$ 6,045,112	\$ 6,170,714	\$ 6,123,080	\$ 6,319,097	\$ 6,627,309
Payment in Lieu of Taxes	\$ 3,113	\$ 3,409	\$ 3,702	\$ 3,702	\$ 4,022
General Government	276,529	338,303	368,278	337,368	320,984
Public Safety	1,718,512	2,064,304	2,214,047	2,214,211	2,218,670
Physical Environment	13,197	60,849	57,774	61,752	61,620
Transportation	-	-	22,557	-	-
Culture and Recreation	374,502	335,155	309,346	349,540	317,157
Total Service Charges	\$ 2,385,853	\$ 2,802,020	\$ 2,975,704	\$ 2,966,573	\$ 2,922,453
Fines and Forfeitures	\$ 150,353	\$ 107,761	\$ 106,828	\$ 107,761	\$ 107,761
Violations of Local Ordinances	61,943	53,111	50,614	43,311	42,110
Total Judgments and Fines	\$ 212,296	\$ 160,872	\$ 157,442	\$ 151,072	\$ 149,871
Interest	\$ 114,512	\$ 292,822	\$ 148,764	\$ 288,945	\$ 118,695
Rents and Royalties	63,728	57,456	62,338	62,337	62,999
Disposition of Property	41,355	113,981	60,414	44,134	43,898
Contributions and Donations	13,526	9,300	1,624	6,600	7,690
Other Miscellaneous Revenues	2,282,341	1,838,719	1,912,563	2,286,386	2,415,218
Interfund Transfers	171,732	82,158	75,600	-	115,350
Use of Reserves (Fund Balances)	-	-	-	233,605	-
Total Other Revenues	\$ 2,687,194	\$ 2,394,436	\$ 2,261,303	\$ 2,922,007	\$ 2,763,850
Total Sources	\$ 39,897,661	\$ 42,496,106	\$ 43,459,036	\$ 44,772,326	\$ 47,071,783

General Fund Sources



General Fund Uses

Uses	2015 Actual	2016 Actual	2017 Budget	2018 Budget	2019 Proposed Budget
Salary	\$ 19,060,729	\$ 19,180,347	\$ 19,764,479	\$ 21,530,458	\$ 22,045,702
Benefits	7,431,155	7,458,040	8,206,513	10,078,663	10,669,847
Operating	5,839,384	5,868,620	6,571,863	7,202,746	7,463,422
Supplies	1,536,497	1,573,509	1,602,390	1,812,481	1,986,866
Capital	47,922	-	-	-	-
Transfers	4,291,545	4,353,811	3,935,605	2,599,297	3,552,026
Insurance	282,934	295,085	387,702	346,715	584,758
CRA Payment	530,898	596,273	626,672	690,166	-
Grants-in-Aid	46,758	107,617	147,544	4,000	270,662
Retiree Obligations	5,000	-	-	5,000	-
Other	216,683	115,552	298,944	502,800	498,500
<i>Total Revenue Over/(Under) Expenditures</i>	608,156	2,947,252	1,909,525	-	-
Total Uses	\$ 39,897,661	\$ 42,496,106	\$ 43,451,236	\$ 44,772,326	\$ 47,071,783



General Fund Five Year Forecast

FY2019 - FY2023

	2016 Actual	2017 Actual	2018 Budget	2019 Budget	2020 Projected	2021 Projected	2022 Projected	2023 Projected
Taxes	\$30,968,064	\$31,941,507	\$32,413,577	\$34,608,300	\$34,103,705	\$35,051,563	\$36,041,458	\$37,121,546
Intergovernmental	6,170,714	6,123,080	6,319,097	6,627,309	6,719,483	6,821,918	6,929,068	6,869,992
Charges for Services	2,802,020	2,975,704	2,966,573	2,922,453	2,852,890	3,035,109	3,086,537	3,095,011
Fines and Forfeitures	160,872	157,442	151,072	149,871	164,456	161,712	162,312	164,863
Interest	292,822	148,764	288,945	118,695	250,595	240,306	259,830	250,421
Rents and Royalties	57,456	62,338	62,337	62,999	61,116	61,491	61,446	61,233
Disposition of Property	113,981	60,414	44,134	43,898	45,021	45,471	45,926	46,385
Contributions and Donations	9,300	1,624	6,600	7,690	5,810	5,130	8,898	6,812
Other	1,838,719	1,912,563	2,286,386	2,415,218	2,472,918	2,399,327	2,553,304	2,458,271
Transfers	82,158	75,600	-	115,350	-	-	-	-
Total Revenues	\$ 42,496,106	\$ 43,459,036	\$ 44,538,721	\$ 47,071,783	\$ 46,675,994	\$ 47,822,027	\$ 49,148,779	\$ 50,074,534
Personnel Services	\$26,638,387	\$27,970,992	\$31,609,121	\$32,715,549	\$34,581,020	\$35,795,790	\$37,141,254	\$38,443,772
Operating	7,442,129	8,166,453	9,015,227	9,450,288	9,378,401	9,565,969	9,757,288	9,952,434
Capital Outlay	-	-	-	-	-	-	-	-
Non-Operating Expenses	5,497,308	5,404,267	4,147,978	4,905,946	3,537,561	3,657,799	4,151,542	4,159,993
Total Expenditures	\$ 39,577,824	\$ 41,541,712	\$ 44,772,326	\$ 47,071,783	\$ 47,496,982	\$ 49,019,558	\$ 51,050,084	\$ 52,556,198
Surplus/(Deficit)	\$ 2,918,282	\$ 1,917,324	\$ (233,605)	\$ -	\$ (820,988)	\$ (1,197,531)	\$ (1,901,305)	\$ (2,481,664)
Surplus/(Deficit) as % of	7.4%	4.6%	-0.5%	0.0%	-1.7%	-2.4%	-3.7%	-4.7%

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

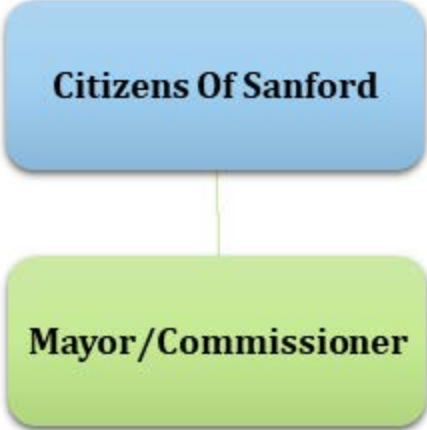
Expenditures	2016 Actual	2017 Actual	2018 Budget	2019 Budget
Salaries	\$ 848,421	\$ 866,642	\$ 942,933	\$ 989,800
Benefits	260,595	267,621	348,939	377,049
Operating	844,721	616,422	901,342	955,746
Supplies	59,720	40,866	48,145	63,001
Other	103,652	145,238	-	7,500
Total	2,117,109	1,936,789	2,241,359	2,393,096

Funding Source	2016 Actual	2017 Actual	2018 Budget	2019 Budget
General Fund	2,117,109	1,936,789	2,241,359	2,393,096
Total	\$ 2,117,109	\$ 1,936,789	\$ 2,241,359	\$ 2,393,096

Administration and Governance as a percentage of General Fund



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	2016 Actual	2017 Actual	2018 Budget	2019 Budget
Salaries	\$ 82,671	\$ 79,700	\$ 79,800	\$ 102,600
Benefits	16,512	16,672	21,096	28,589
Operating	9,810	41,726	13,604	14,147
Supplies	450	4,058	3,415	5,340
Other	103,652	145,238	-	7,500
Total	213,095	287,394	117,915	158,176

Funding Source				
General Fund	213,095	287,394	117,915	158,176
Total	\$ 213,095	\$ 287,394	\$ 117,915	\$ 158,176

Our Accomplishments for 2017-18

- ❖ Adopted 35 ordinances and 75 resolutions in order to improve the quality of life of the residents.

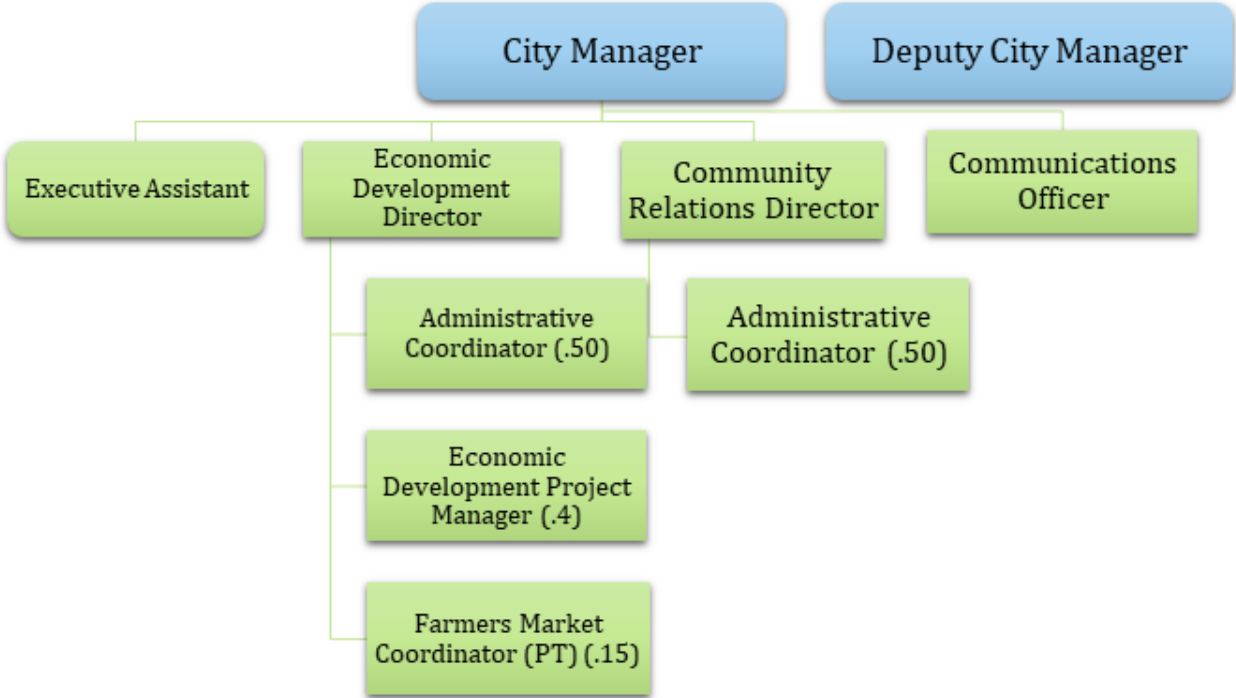
Goals and Objectives for 2018-19

- ❖ 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 2015-2016	Actual 2016-2017	Expected 2017-2018	Proposed 2018-2019
Ordinances Adopted	35	35	40	40
Resolutions Approved	66	75	75	70

City Commission						
Account	Description	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2019 Final Budget
Personnel						
001-0101-511.11-00	Executive Salaries	39,187	41,687	39,000	39,000	97,800
001-0101-511.12-06	Reg Salaries - Opt Out Health Insurance	4,300	4,811	4,700	4,800	4,800
001-0101-511.15-01	Special Pay	36,173	36,173	36,000	36,000	-
001-0101-511.21-00	FICA/Medicare Taxes	5,215	5,459	5,203	6,121	7,870
001-0101-511.22-01	Retirement Contributions - FRS	2,876	2,874	2,978	3,115	8,144
001-0101-511.23-00	Medical Insurance	8,848	7,741	8,004	11,453	11,840
001-0101-511.23-02	Medical Insurance - Life & ST Disability	299	350	399	306	508
001-0101-511.24-00	Worker's Compensation	88	88	88	101	227
	Subtotal Personnel Services	96,986	99,183	96,372	100,896	131,189
Operating						
001-0101-511.31-00	Professional Services	3,500	-	-	-	-
001-0101-511.40-00	Travel & Per Diem	4,807	616	512	1,500	1,500
001-0101-511.41-00	Communications Services	1,549	2,011	3,294	1,874	1,874
001-0101-511.45-01	Insurance - Operating Liability	1,119	1,401	648	710	1,253
001-0101-511.47-00	Printing & Binding	191	178	190	200	200
001-0101-511.48-00	Promotional Activities	266	708	1,820	900	900
001-0101-511.49-00	Other Charges/Obligations	6,075	4,896	35,262	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	215	1,565
001-0101-511.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	-	450	1,670	1,200	1,200
001-0101-511.54-03	Books/Pubs/Subsc/Memb - Subscriptions	-	-	575	-	575
	Subtotal Operating	17,507	10,260	45,784	17,019	19,487
Grants & Aids						
001-0101-511.81-00	Grants	43,781	103,652	145,238	-	7,500
	Subtotal Grants & Aids	43,781	103,652	145,238	-	7,500
Total City Commission		\$ 158,274	\$ 213,095	\$ 287,394	\$ 117,915	\$ 158,176

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	2016 Actual	2017 Actual	2018 Budget	2019 Budget
Salaries	\$ 474,930	\$ 433,606	\$ 421,956	\$ 428,417
Benefits	144,646	127,156	150,268	159,636
Operating	95,136	50,389	79,898	167,606
Supplies	27,163	20,243	22,712	25,903
Other	-	-	-	-
Total	741,875	631,394	674,834	781,562

Funding Source				
General Fund	741,875	631,394	674,834	781,562
Total	\$ 741,875	\$ 631,394	\$ 674,834	\$ 781,562

Our Accomplishments for 2017-18

- ❖ Implemented major organizational enhancements and facility improvements to support the Open for Business initiative and to serve our customers more efficiently and effectively.
- ❖ Launched the Social Media Ambassador Program.
- ❖ Completed the Citizens Academy Video project to highlight this City program and is now listed under resources on the FLC website under Citizens Academy.
- ❖ Launched the Sanford Style Guide to include new City branding, City logo, and City seal.
- ❖ Launched Instagram and Twitter accounts.

Goals and Objectives for 2018-19

- ❖ Citizen Complaints received at the City Manager’s Office will be responded to within two working days from receipt at the Office.
- ❖ At least five "Coffee with the City Manager" meetings will be held in various City locations so that employees can meet and talk more informally with the City Manager on topics and issues that they are concerned about.
- ❖ Connect with the community through expanded use of social media.
- ❖ The City will prioritize services and work to maintain expenditures at or below revenues.
- ❖ Actively engage our Citizens and Business Community in order to foster partnerships and better understand the needs and priorities of our customers.

CITY MANAGER Performance Measures				
Activity	Actual 2015-2016	Actual 2016-2017	Expected 2017-2018	Proposed 2018-2019
% of complaints responded to or actioned within two business days	0%	90%	95%	99%
Unassigned Fund Balance as a % of annual General Fund expenditures	29%	17%	14%	25%
City Maanger's Annual Report Prepared	1	1	1	1

Authorized Positions

	Grade	Funded 2017	Funded 2018	+/-	Funded 2019	Authorized & Unfunded
City Manager	439	1.00	1.00	-	1.00	-
Deputy City Manager	436	1.00	1.00	-	1.00	1.00
Public Information and Communication Officer	422	1.00	1.00	-	1.00	
Executive Assistant to the City Manager	418	1.00	1.00	-	1.00	-
Intern		-	-	-	-	0.50
Total Full Time Equivalents		4.00	4.00	-	4.00	1.50

City Manager

Account	Description	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2019 Final Budget
---------	-------------	-------------	-------------	-------------	-------------	-------------------

Personnel

001-0102-512.11-00	Executive Salaries	-	-	-	172,124	177,287
001-0102-512.12-00	Regular Salaries & Wages	513,401	459,401	417,984	228,670	235,530
001-0102-512.12-02	Regular Salaries - Additional Pays	15,094	14,219	14,400	14,400	14,400
001-0102-512.12-06	Reg Salaries - Opt Out Health Insurance	1,200	1,203	1,200	1,200	1,200
001-0102-512.14-00	Overtime	43	107	22	5,562	-
001-0102-512.21-00	FICA/Medicare Taxes	36,732	32,460	26,121	27,539	28,934
001-0102-512.22-01	Retirement Contributions - FRS	74,119	73,658	71,038	76,874	82,936
001-0102-512.22-06	Retirement Contributions - City Cont 457	6,171	6,314	6,428	8,881	9,147
001-0102-512.23-00	Medical Insurance	28,326	29,089	20,921	34,358	35,518
001-0102-512.23-02	Medical Insurance - Life & ST Disability	2,241	2,391	2,201	2,055	2,115
001-0102-512.24-00	Worker's Compensation	562	734	447	561	986
	Subtotal Personnel Services	677,889	619,576	560,762	572,224	588,053

Operating

001-0102-512.31-00	Professional Services	2,550	28,283	3,950	20,000	10,000
001-0102-512.34-00	Other Contractual Services	-	-	1,500	-	-
001-0102-512.34-21	Other Contractual Services-Lobbying Activity	60,000	-	-	20,000	30,800
001-0102-512.40-00	Travel & Per Diem	8,988	11,089	7,314	11,442	11,887
001-0102-512.41-00	Communications Services	2,940	3,078	2,654	3,336	3,792
001-0102-512.42-00	Postage & Transportation	411	146	216	295	295
001-0102-512.44-00	Rentals & Leases	2,129	2,267	2,129	2,129	2,129
001-0102-512.45-01	Insurance - Operating Liability	5,412	7,714	9,675	8,846	9,874
001-0102-512.46-00	Repair & Maintenance Services	-	-	197	100	196
001-0102-512.47-00	Printing & Binding	1,482	1,269	952	2,930	2,930
001-0102-512.48-00	Promotional Activities	21,084	23,613	18,456	9,000	18,000
001-0102-512.48-01	Promotional Activities-Marketing	-	-	-	-	75,824
001-0102-512.49-00	Other Charges/Obligations	4,284	17,677	3,346	1,820	1,879
001-0102-512.51-00	Office Supplies	659	1,040	889	2,320	2,320
001-0102-512.52-00	Operating Supplies	516	10,296	844	1,000	1,000
001-0102-512.52-05	Operating Supplies - Uniforms	-	153	67	-	500
001-0102-512.54-01	Books/Pubs/Subsc/Memb - Prof Dues	9,288	11,713	12,054	10,512	10,298
001-0102-512.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	4,883	3,752	6,369	8,680	11,585
001-0102-512.54-03	Books/Pubs/Subsc/Memb - Subscriptions	-	209	20	200	200
	Subtotal Operating	124,626	122,299	70,632	102,610	193,509

Total City Manager \$ 802,515 \$ 741,875 \$ 631,394 \$ 674,834 \$ 781,562

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	2016 Actual	2017 Actual	2018 Budget	2019 Budget
Salaries	\$ 107,201	\$ 126,336	\$ 158,134	\$ 161,544
Benefits	33,156	46,138	71,849	75,646
Operating	365,998	214,704	418,074	380,512
Supplies	27,567	11,078	13,000	22,140
Capital	-	-	-	-
Total	\$ 533,922	\$ 398,256	\$ 661,057	\$ 639,842

Funding Source				
General Fund	533,922	398,256	661,057	639,842
Total	\$ 533,922	\$ 398,256	\$ 661,057	\$ 639,842

Our Accomplishments in 2017-18

- ❖ Retention/expansion/recruitment/and or workforce training of Next Horizon, Benada Aluminum, The Father's Table, Quantum Flo, L-3 Aviation, Avocet, Constant Aviation, Resolute Tissue, Sky Powersports, and World Housing Solutions.
- ❖ Memberships with:
 - The Orlando Economic Partnership (OEP) and attended meetings and partnered regarding recruitment and expansion.
 - Manufacturers Association of Central Florida (MACF)
 - Florida Economic Development Council (FEDC)
 - International Economic Development Commission (IEDC)
 - Florida Redevelopment Council (FRA)
 - Sanford Chamber of Commerce
 - State of the Cities
 - Industry Recognition Dinner
 - Business Retention and Expansion (BRE) program
 - Seminole Chamber of Commerce
 - State of the County
 - Visit Florida
- ❖ Partnerships with:
 - Sanford Welcome Center
 - Alive After Five – radio promotions / marketing
 - Sanford Farmers Market
 - Wayne Densch Performing Arts Center
 - Movies on Magnolia film series
 - Orlando North (Seminole County tourism office)
 - Participated in the Florida Huddle
 - Sanford Airport Authority
 - Attend Board meetings on a regular basis
 - Attend Economic Development Advisory Committee meetings

Goals and Objectives for 2018-19

- ❖ Continue to work with Enterprise Florida, the Orlando Economic Partnership and Seminole County to recruit several major projects to Sanford, adjacent to OSIA.
- ❖ Recruitment (5) new companies to Sanford – creating new high wage/high value jobs that are 115% - 150% over the County’s average wage.
- ❖ Retention and expansion of (5) existing companies.
- ❖ Marketing and promotion of Sanford and the Downtown CRA.
- ❖ Continue to work with city staff and the Sanford CRA to address current/future parking availability in downtown Sanford.
- ❖ Work with several existing industries to address the identification of logistics/transportation as one of the City’s targeted industries.
- ❖ Assist city staff and the CRA in the development of the Catalyst Site/Marina Isle and other identified parcels in the downtown area.

Authorized Positions

	Grade	Funded 2017	Funded 2018	+/-	Funded 2019	Authorized & Unfunded
Economic Development and Promotions Director	427	1.00	1.00	-	1.00	-
Economic Development Project Manager	424		0.40	-	0.40	
Farmers Market Coordinator (Part-Time)	412	0.15	0.15	-	0.15	-
Administrative Specialist III **	412	0.50	0.50	-	0.50	
Total Full Time Equivalents		1.65	2.05	-	2.05	-

**Split between funds or departments/divisions

Economic Development

Account	Description	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2019 Final Budget
Personnel						
001-0102-559.12-00	Regular Salaries & Wages	88,204	93,380	111,331	147,846	151,256
001-0102-559.12-02	Regular Salaries - Additional Pays	6,925	6,944	6,925	6,907	6,907
001-0102-559.12-06	Reg Salaries - Opt Out Health Insurance	1,200	1,203	600	600	600
001-0102-559.13-00	Part Time Wages	4,329	4,469	7,257	-	-
001-0102-559.14-00	Overtime	730	1,205	223	2,781	2,781
001-0102-559.21-00	FICA/Medicare Taxes	7,644	8,101	9,131	12,129	12,391
001-0102-559.22-01	Retirement Contributions - FRS	16,479	18,032	22,198	31,219	33,619
001-0102-559.23-00	Medical Insurance	5,346	6,381	13,963	27,487	28,415
001-0102-559.23-02	Medical Insurance - Life & ST Disability	407	521	699	765	782
001-0102-559.24-00	Worker's Compensation	128	121	147	249	439
Subtotal Personnel Services		131,392	140,357	172,474	229,983	237,190
Operating						
001-0102-559.31-00	Professional Services	176,456	155,175	47,419	33,000	35,000
001-0102-559.34-00	Other Contractual Services	16,820	15,000	21,725	15,000	15,000
001-0102-559.40-00	Travel & Per Diem	254	5,278	2,832	3,552	8,100
001-0102-559.41-00	Communications Services	1,667	1,565	1,277	1,717	965
001-0102-559.42-00	Postage & Transportation	193	3	6	200	200
001-0102-559.43-00	Utility Services	82	127	171	200	-
001-0102-559.44-00	Rentals & Leases	-	-	76	-	-
001-0102-559.45-01	Insurance - Operating Liability	457	1,971	3,771	4,255	3,992
001-0102-559.46-00	Repair & Maintenance Services	1,275	2,274	1,400	3,000	3,000
001-0102-559.47-00	Printing & Binding	2,202	534	383	1,650	2,750
001-0102-559.48-00	Promotional Activities	255,902	184,071	135,644	355,500	311,505
001-0102-559.49-00	Other Charges/Obligations	6,183	13,608	3,753	3,285	3,400
001-0102-559.51-00	Office Supplies	377	250	99	400	400
001-0102-559.52-00	Operating Supplies	4,470	973	1,982	-	-
001-0102-559.52-01	Operating Supplies - Gasoline/Diesel/Lubric	-	-	9	-	-
001-0102-559.52-05	Operating Supplies - Uniforms	535	-	125	250	250
001-0102-559.54-01	Books/Pubs/Subsc/Memb - Prof Dues	5,715	7,920	2,115	6,170	5,175
001-0102-559.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	1,175	4,508	2,758	2,200	12,220
001-0102-559.54-03	Books/Pubs/Subsc/Memb - Subscriptions	421	308	237	695	695
Subtotal Operating		474,184	393,565	225,782	431,074	402,652
Total Economic Development						
		\$ 605,576	\$ 533,922	\$ 398,256	\$ 661,057	\$ 639,842

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	2016 Actual	2017 Actual	2018 Budget	2019 Budget
Salaries	\$ 13,162	\$ 53,173	\$ 100,508	\$ 103,404
Benefits	3,553	12,864	27,720	29,027
Operating	3,732	42,387	40,449	45,449
Supplies	-	208	3,229	3,229
Capital	-	-	-	-
Total	\$ 20,447	\$ 108,632	\$ 171,906	\$ 181,109

Funding Source				
General Fund	20,447	108,632	171,906	181,109
Total	\$ 20,447	\$ 108,632	\$ 171,906	\$ 181,109

Our Accomplishments in 2017-18

- ❖ Submitted all HUD NSP-3 Quarterly Progress Reports on time.
- ❖ Partnered with Habitat to build one home for Builder Blitz.
- ❖ Completed the Choice Neighborhood Transformation Plan and submitted it to HUD.
- ❖ Partnered with Seminole County to conduct (1) Homebuyers Fair.
- ❖ Met HUD timeliness requirements for CDBG funding.
- ❖ Donated (2) rehabbed duplexes to a non-profit to help with homelessness.
- ❖ Restructured the MBK Advisory Board.

- ❖ Increased the number of students in the Summer employment program.
- ❖ Served as Chair of the Homeless Service Network Board of Directors.
- ❖ Successfully submitted the CDBG annual action and CAPER.
- ❖ Completed (1) re-construct property.

Goals and Objectives for 2018-19

- ❖ Submit all reports to HUD on a timely basis and enter data into IDIS/DRGR on a timely basis.
- ❖ Address homelessness in the 2018-2019 Annual Action Plan.
- ❖ Increase community awareness of CDBG funded activities.
- ❖ Maintain fully functional CDBG Advisory Board.
- ❖ Request Technical Assistance from HUD with NSP-3 Program Closeout.
- ❖ Maintain a system that tracks fair housing complaints.
- ❖ Continue to work with Sanford Housing Authority, Habitat for Humanity, GoldenRule and other affordable housing organizations to identify grants to assist with development of affordable housing units.
- ❖ Monitor HOME and SHIP funds in the City of Sanford for rehab and reconstruction of distressed owner occupied housing.
- ❖ Conduct a Homeownership Fair.
- ❖ Build a home for a disabled veteran (Mortgage Free).
- ❖ Develop a neighborhood revitalization program for distressed areas not part of CDBG target area.
- ❖ Continue to serve on Homeless Services Network/Central Florida Commission on Homelessness and CoC Board as City of Sanford representative.
- ❖ Continue to convene the Sanford Task Force on Homelessness.
- ❖ Restructure My Brother's Keeper (MBK) Initiative, Board, website and action plan.
- ❖ Maintain affiliation with MBK National Alliance and participate (7) regional webinars and conferences.
- ❖ Expand opportunities for youth employment & expand opportunities for youth leadership and development program.
- ❖ Promote divided community programs in Sanford and Central Florida.

CITY MANAGER - COMMUNITY RELATIONS
Performance Measures

Activity	Actual 2015-2016	Actual 2016-2017	Expected 2017-2018	Proposed 2018-2019
Conducts Distressed Areas Assessment	Contracted with UCF	Study Completed	Develop action plan	Implement Plan
NSP-3 Acquire/Rehab/ sale 12 units	Sold 8 units	Sold 2 units/Donated 2 units	Donate 2 units	Comp Substatinal Amend
NSP-3 Administration	Submitted 4 QPR's	Submitted 4 QPR's	4 QPR's	4 QPR's
NSP-3 Monitor for Affordability Period	8 comp/1 Forec/3 vac%	11 comp/1 Foreclosure	12 units	12 units
CDBG Annual Action Plan	1	1	1	1
CDBG Economic Development	0 ED to Georgetown	0 ED grants/Revise	4 ED grants	4 ED grants
CDBG Facilities Improvement	Upgrade Streetlights GT	Complete project GT	Upgrade str. lights Gold	Continue St lights
CDBG Public Services	300/Youth	300/Youth	300/Youth	400/Youth
CDBG Housing Immediate Needs	19 Houses	15 Houses	15 Houses	10 Houses
SHIP/HOME Rehab/Reconstruct	5 Houses	7 Houses	7 Houses	5 Houses
Affordable Housing Rehab/Reconst habitat	0 Houses	1 House	1 House	2 Houses
Affordable Housing Disabled Veterans	1 House	0 House	1 House	1 House
Homeownership Fair	1	1	1	1
Summer Yough Employment Program	50 Youth	50 Youth	60 Youth	65 Youth
My Brother's Keeper Mentoring Youth	25 Youth	50 Youth	50 Youth	50 Youth
MBK Activities for Youth		100 Youth	100 Youth	100 Youth
Divided Communities Project		Establish Advisory BD	I Mock exercise	I Mock exercise
Goldsboro Choice Nighborhood Initiative		Implement Program	Complete Report	Establish lead agency
Homless Services		Maintain Task Force	Revise brochure	Day program

Authorized Positions

	Grade	Funded 2017	Funded 2018	+/-	Funded 2019	Authorized & Unfunded
Community Relations and Neighborhood Engagement Director	427	1.00	1.00	-	1.00	-
Administrative Specialist III **	412	0.50	0.50	-	0.50	-
Total Full Time Equivalents		1.50	1.50	-	1.50	-

**Split between funds or departments/divisions

Community Relations						
<i>Account</i>	<i>Description</i>	<i>2015 Actual</i>	<i>2016 Actual</i>	<i>2017 Actual</i>	<i>2018 Budget</i>	<i>2019 Final Budget</i>
Personnel						
001-0102-569.12-00	Regular Salaries & Wages	-	12,912	51,788	96,527	99,423
001-0102-569.12-02	Regular Salaries - Additional Pays	-	250	600	600	600
001-0102-569.12-06	Reg Salaries - Opt Out Health Insurance	-	-	600	600	600
001-0102-569.14-00	Overtime	-	-	185	2,781	2,781
001-0102-569.21-00	FICA/Medicare Taxes	-	1,019	3,940	7,709	7,931
001-0102-569.22-01	Retirement Contributions - FRS	-	1,016	3,997	7,932	8,511
001-0102-569.23-00	Medical Insurance	-	1,405	4,512	11,453	11,840
001-0102-569.23-02	Medical Insurance - Life & ST Disability	-	81	354	492	506
001-0102-569.24-00	Worker's Compensation	-	32	61	134	239
	Subtotal Personnel Services	-	16,715	66,037	128,228	132,431
Operating						
001-0102-569.31-00	Professional Services	-	-	3,300	-	-
001-0102-569.34-00	Other Contractual Services	-	-	31,452	32,000	37,000
001-0102-569.40-00	Travel & Per Diem	-	3,217	4,605	5,827	5,827
001-0102-569.41-00	Communications Services	-	292	1,030	847	847
001-0102-569.42-00	Postage & Transportation	-	53	194	275	275
001-0102-569.48-00	Promotional Activities	-	-	875	1,000	1,000
001-0102-569.49-00	Other Charges/Obligations	-	170	931	500	500
001-0102-569.51-00	Office Supplies	-	-	35	180	180
001-0102-569.52-00	Operating Supplies	-	-	28	-	-
001-0102-569.54-01	Books/Pubs/Subsc/Memb - Prof Dues	-	-	-	1,435	1,435
001-0102-569.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	-	-	145	1,115	1,614
001-0102-569.54-03	Books/Pubs/Subsc/Memb - Subscriptions	-	-	-	499	-
	Subtotal Operating	-	3,732	42,595	43,678	48,678
Total Community Relations \$		-	\$ 20,447	\$ 108,632	\$ 171,906	\$ 181,109

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

City Attorney

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

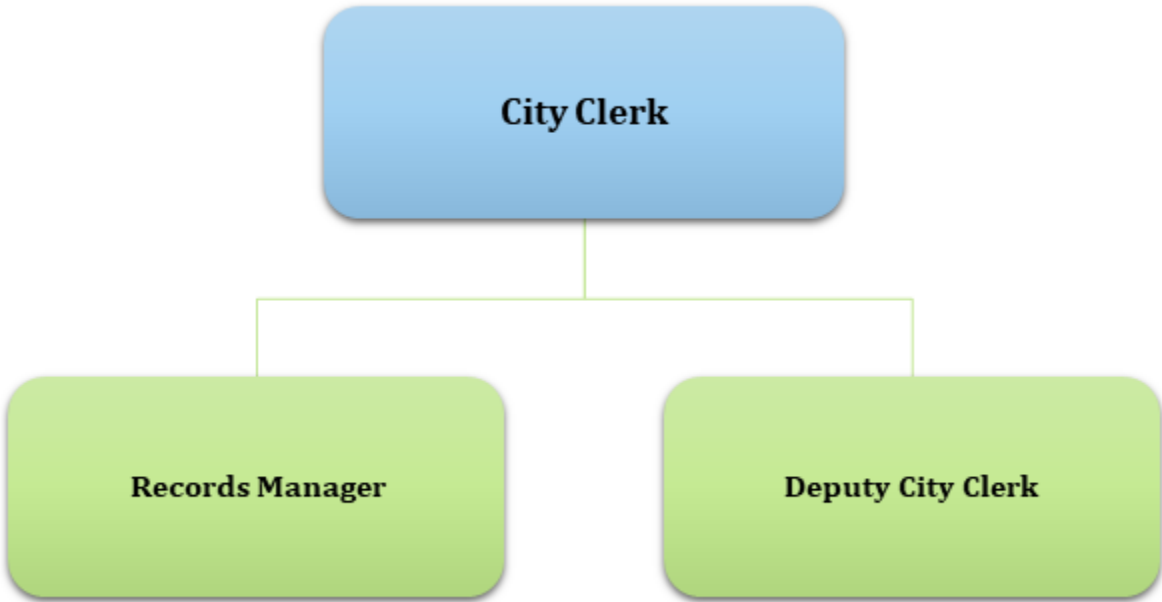
Summary

Expenditures	2016 Actual	2017 Actual	2018 Budget	2019 Budget
Operating	\$ 330,500	\$ 232,851	\$ 300,700	\$ 300,700
Supplies	275	1,064	950	1,550
Total	\$ 330,775	\$ 233,915	\$ 301,650	\$ 302,250

Funding Source				
General Fund	330,775	233,915	301,650	302,250
Total	\$ 330,775	\$ 233,915	\$ 301,650	\$ 302,250

City Attorney						
Account	Description	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2019 Final Budget
Operating						
001-0103-514.31-00	Professional Services	278,450	329,888	232,432	300,000	300,000
001-0103-514.40-00	Travel & Per Diem	657	612	419	700	700
001-0103-514.49-00	Other Charges/Obligations	200,000	-	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	275	896	250	850
	Subtotal Operating	479,382	330,775	233,915	301,650	302,250
Total City Attorney		\$ 479,382	\$ 330,775	\$ 233,915	\$ 301,650	\$ 302,250

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	2016 Actual	2017 Actual	2018 Budget	2019 Budget
Salaries	\$ 170,457	\$ 173,827	\$ 182,535	\$ 193,835
Benefits	62,728	64,791	78,006	84,151
Operating	39,545	34,365	48,617	47,332
Supplies	4,265	4,215	4,839	4,839
Capital	-	-	-	-
Total	\$ 276,995	\$ 277,198	\$ 313,997	\$ 330,157

Funding Source				
General Fund	276,995	277,198	313,997	330,157
Total	\$ 276,995	\$ 277,198	\$ 313,997	\$ 330,157

Authorized Positions

	Grade	Funded 2017	Funded 2018	+/-	Funded 2019	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 Full Time Equivalents		3.00	3.00	-	3.00	-

Our Accomplishments in 2017-18

- ❖ Participated in seven Charter Review Committee meetings whereby five recommendations were promulgated for inclusion as charter amendments on the August 28, 2018 City Referendum ballot.
- ❖ Prepared 49 agendas and attended official meetings; processed 120 public records requests; destroyed (shredded) 700 cubic feet of records that met their retention period; scanned 32,000 documents into Laserfiche.
- ❖ (2) Citizens Academy Presentations.
- ❖ Held staff/board member training sessions for ethics and sunshine law (2 sessions), public records (3 classes), records management (2 classes), Laserfiche (1 class), WebLink (1 class).

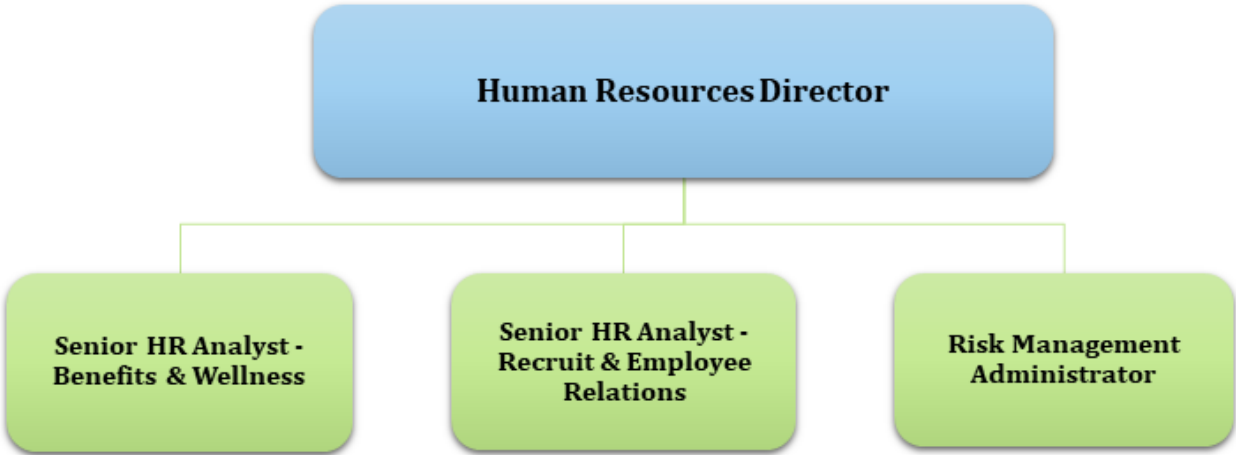
Goals and Objectives for 2018-19

- ❖ 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 2015-2016	Actual 2016-2017	Expected 2017-2018	Proposed 2018-2019
Commission Agendas Prepared	49	49	50	50
Minutes Prepared	49	49	50	50
Ordinances Prepared for Adoption	35	35	40	40
Resolutions Prepared for Approval	66	75	65	70
Laserfiche Documents Scanned	31,859	32,000	32,000	32,000
Documents Disposed (cubic feet)	678	700	800	1,000
Public Records Requests Processed	119	120	150	160

City Clerk						
Account	Description	2015 Actual	2016 Actual	2017 Budget	2018 Budget	2019 Final Budget
Personnel						
001-0104-512.12-00	Regular Salaries & Wages	166,254	168,408	171,804	177,266	188,566
001-0104-512.12-02	Regular Salaries - Additional Pays	243	493	480	840	840
001-0104-512.14-00	Overtime	453	1,556	1,543	4,429	4,429
001-0104-512.21-00	FICA/Medicare Taxes	12,479	12,786	12,894	14,001	14,867
001-0104-512.22-01	Retirement Contributions - FRS	22,074	25,563	26,595	28,508	32,360
001-0104-512.23-00	Medical Insurance	19,908	23,223	24,013	34,358	35,518
001-0104-512.23-02	Medical Insurance - Life & ST Disability	850	960	1,088	896	956
001-0104-512.24-00	Worker's Compensation	190	196	201	243	450
	Subtotal Personnel Services	222,451	233,185	238,618	260,541	277,986
Operating						
001-0104-512.31-00	Professional Services	2,603	1,930	1,424	2,000	2,000
001-0104-512.34-00	Other Contractual Services	255	-	-	-	-
001-0104-512.40-00	Travel & Per Diem	1,837	3,736	3,697	4,339	4,339
001-0104-512.41-00	Communications Services	1,807	1,800	1,702	1,683	1,683
001-0104-512.42-00	Postage & Transportation	2,193	392	274	400	400
001-0104-512.44-00	Rentals & Leases	2,680	2,679	2,679	2,680	2,680
001-0104-512.45-01	Insurance - Operating Liability	697	925	919	2,442	1,157
001-0104-512.46-00	Repair & Maintenance Services	121	-	-	-	-
001-0104-512.47-00	Printing & Binding	2,750	1,456	1,278	1,503	1,503
001-0104-512.49-00	Other Charges/Obligations	10,556	26,627	22,392	33,570	33,570
001-0104-512.51-00	Office Supplies	943	440	939	918	918
001-0104-512.52-00	Operating Supplies	29	75	183	-	-
001-0104-512.54-01	Books/Pubs/Subsc/Memb - Prof Dues	995	970	1,040	1,055	1,055
001-0104-512.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	1,375	2,780	2,050	2,805	2,805
001-0104-512.54-03	Books/Pubs/Subsc/Memb -Subscriptions	-	-	3	61	61
	Subtotal Operating	28,841	43,810	38,580	53,456	52,171
Total City Clerk		\$ 251,292	\$ 276,995	\$ 277,198	\$ 313,997	\$ 330,157

HUMAN RESOURCES DEPARTMENT





Mission Statement

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

Role of Human Resources

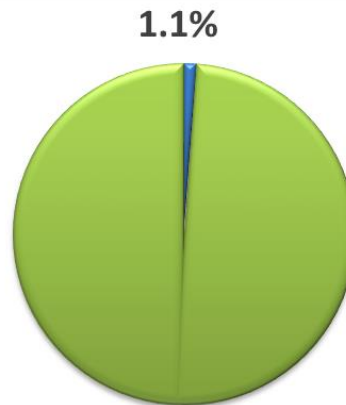
The Human Resources/Risk Management Department exists to provide an organizational frame work to recruit, select, classify, compensate, develop, and reward the City’s diverse workforce, while ensuring an environment that optimizes safety, productivity, efficiency and effectiveness. Human Resources/Risk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

Summary

Expenditures	2016 Actual	2017 Actual	2018 Budget	2019 Budget
Salaries	\$ 238,074	\$ 245,489	\$ 258,996	\$ 266,568
Benefits	72,708	76,204	91,328	96,290
Operating	125,993	122,133	133,726	141,593
Supplies	5,382	2,914	8,275	8,975
Capital	-	-	-	-
Total	\$ 442,157	\$ 446,740	\$ 492,325	\$ 513,426

Funding Source	2016 Actual	2017 Actual	2018 Budget	2019 Budget
General Fund	\$ 442,157	\$ 446,740	\$ 492,325	\$ 513,426
Total	\$ 442,157	\$ 446,740	\$ 492,325	\$ 513,426

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 2017-18

- ❖ Continued to maintain low levels of Workers Compensation Claims; (33) claims FY17, (33) claims FY16 and (28) claims in FY15.
- ❖ Maintained contributions to the Employee Health Insurance at the same level for the eleventh year in a row.
- ❖ Administered for the fourth year the reinstated Employee Service Awards Recognition and Luncheon for Years of Service.
- ❖ Held a successful Breast Cancer Awareness Week in October 2017.
- ❖ Hosted CareHere Lunch and Learns throughout the year on health and wellness topics.
- ❖ Recovered \$138,101 in CY2017, \$83,467 in CY2016, and \$74,710 in CY2015 from others due to their damage to City property and vehicles.

Goals and Objectives for 2018-19

- ❖ Continue the training of staff member specifically in the area of recruitment, employee in-processing and employment related issues and activities.
- ❖ Schedule Supervisory Training classes.
- ❖ Supervisor Performance Evaluation Training.
- ❖ Revise the current paid leave policy, promotion policy, leave donation policy, and PTO policy.

- ❖ Execute CareerSource agreements.
- ❖ Coordinate city training classes on social security and FRS.
- ❖ Develop a Volunteer Administrative policy, Code of Conduct Administrative policy, Health insurance HIPAA policy, and an Emergency Administrative policy.
- ❖ Contract Functional Capacity Exams or equivalent on general employee new hire as part of the new hire pre-employment/post offer process.

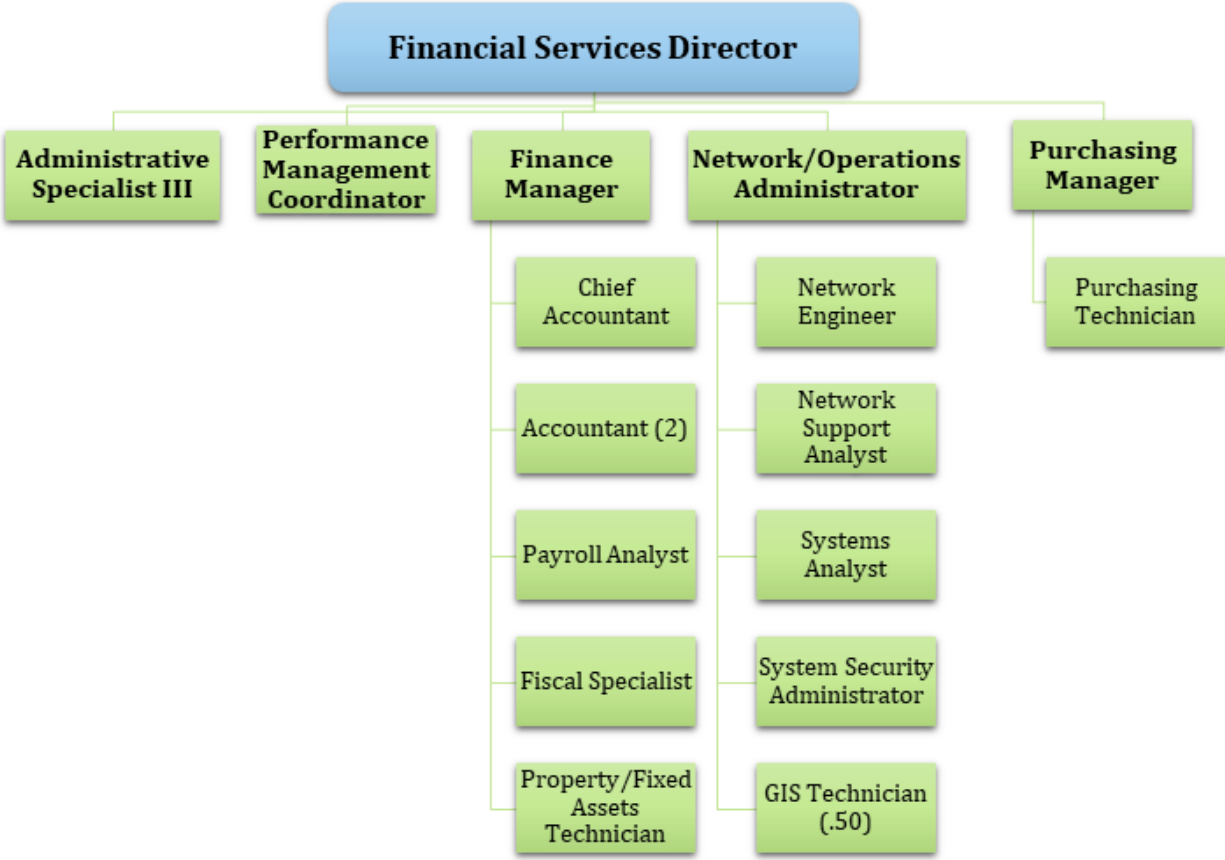
HUMAN RESOURCES				
Performance Measures				
Activity	Actual 2015-2016	Actual 2016-2017	Expected 2017-2018	Proposed 2018-2019
Number of days from final approval or requisition to job posting	11	10	7	7
Number of days from job posting closing to referrals to respective department	6	5	4	3
Number of workers compensation Lost Time Claims; bring employees back to work in restricted duty capacity	8	5	6	6
Volume of general liability claims	50	52	51	52
Volume of automobile liability claims	20	20	20	20

Authorized Positions

	Grade	Funded 2017	Funded 2018	+/-	Funded 2019	Authorized & Unfunded
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	1.00
Total Full Time Equivalents		4.00	4.00	-	4.00	2.00

Human Resources						
Account	Description	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2019 Final Budget
Personnel						
001-0105-513.12-00	Regular Salaries & Wages	213,357	231,868	238,889	252,396	259,968
001-0105-513.12-02	Regular Salaries - Additional Pays	5,419	5,206	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
001-0105-513.21-00	FICA/Medicare Taxes	15,803	17,155	17,844	19,866	20,447
001-0105-513.22-01	Retirement Contributions - FRS	28,215	30,749	32,536	35,474	38,390
001-0105-513.23-00	Medical Insurance	22,120	23,211	24,013	34,358	35,518
001-0105-513.23-02	Medical Insurance - Life & ST Disability	1,081	1,323	1,528	1,288	1,326
001-0105-513.24-00	Worker's Compensation	249	270	283	342	609
	Subtotal Personnel Services	286,244	310,782	321,693	350,324	362,858
Operating						
001-0105-513.31-00	Professional Services	76,305	92,455	96,968	91,720	90,620
001-0105-513.34-00	Other Contractual Services	2,290	6,311	4,483	9,854	10,145
001-0105-513.40-00	Travel & Per Diem	1,174	2,218	1,858	4,600	4,800
001-0105-513.41-00	Communications Services	1,410	2,167	2,015	1,718	1,718
001-0105-513.42-00	Postage & Transportation	809	1,163	911	1,260	1,260
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	643	1,030	1,147	1,655	1,265
001-0105-513.45-02	Insurance - Auto Liability	209	225	207	243	109
001-0105-513.46-00	Repair & Maintenance Services	157	94	1,793	640	2,640
001-0105-513.47-00	Printing & Binding	852	2,588	1,948	2,098	2,298
001-0105-513.48-00	Promotional Activities	3,172	9,264	4,847	9,150	9,950
001-0105-513.49-00	Other Charges/Obligations	6,178	6,480	3,958	8,790	14,790
001-0105-513.51-00	Office Supplies	1,229	964	336	3,450	2,450
001-0105-513.52-00	Operating Supplies	122	766	888	200	600
001-0105-513.52-01	Operating Supplies - Gasoline/Diesel/Lubric	88	-	36	200	200
001-0105-513.54-01	Books/Pubs/Subsc/Memb - Prof Dues	(100)	660	434	1,075	1,075
001-0105-513.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	385	2,131	1,095	3,250	3,550
001-0105-513.54-03	Books/Pubs/Subsc/Memb - Subscriptions	2,673	100	100	100	100
001-0105-513.55-00	Training	-	761	25	-	1,000
	Subtotal Operating	99,594	131,375	125,047	142,001	150,568
Total Human Resources		\$ 385,838	\$ 442,157	\$ 446,740	\$ 492,325	\$ 513,426

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	2016 Actual	2017 Actual	2018 Budget	2019 Budget
Salaries	\$ 957,874	\$ 952,482	\$ 1,026,091	\$ 1,030,544
Benefits	261,964	284,705	351,203	361,346
Operating	669,951	828,400	1,155,057	1,173,731
Supplies	48,591	29,210	31,161	34,565
Capital	-	-	-	-
Total	\$ 1,938,380	\$ 2,094,797	\$ 2,563,512	\$ 2,600,186

Funding Source	2016 Actual	2017 Actual	2018 Budget	2019 Budget
General Fund	\$ 1,938,380	\$ 2,094,797	\$ 2,563,512	\$ 2,600,186
Total	\$ 1,938,380	\$ 2,094,797	\$ 2,563,512	\$ 2,600,186

Financial Services as a percentage of General Fund



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 2017-18

- ❖ Completed the CAFR without audit comments and received the Certificate of Achievement for Excellence in Financial Reporting.
- ❖ Received the Distinguished Budget Award for the 2018 budget.
- ❖ Completion of the budget process.

Goals and Objectives for 2018-19

- ❖ 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 2015-2016	Actual 2016-2017	Expected 2017-2018	Proposed 2018-2019
# A/P Transactions	5,698	5,845	6,100	6,200
# Purchase Card Transactions	8,646	8,427	8,400	8,900
# Payroll Transactions	13,908	14,006	13,600	14,100
# Budget Adjustments Updated	98	92	90	100
# of Grants Managed	20	23	31	27
# of A/R Invoices Processed	234,455	231,360	245,000	250,000
Value of Fixed Assets (Citywide Inventory)	\$456,788,949	\$469,399,279	\$459,591,126	\$461,788,949
# of Journal Entries Updated	2,010	1,931	2,100	2,150
# 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	2016 Actual	2017 Actual	2018 Budget	2019 Budget
Salaries	\$ 460,871	\$ 490,561	\$ 549,184	\$ 556,519
Benefits	142,798	169,476	221,913	228,627
Operating	228,555	203,344	184,271	181,240
Supplies	8,949	10,261	8,426	11,775
Capital	-	-	-	-
Total	\$ 841,173	\$ 873,642	\$ 963,794	\$ 978,161

Funding Source	2016 Actual	2017 Actual	2018 Budget	2019 Budget
General Fund	\$ 841,173	\$ 873,642	\$ 963,794	\$ 978,161
Total	\$ 841,173	\$ 873,642	\$ 963,794	\$ 978,161

Authorized Positions

	Grade	Funded 2017	Funded 2018	+/-	Funded 2019	Authorized & Unfunded
Finance Director	431	1.00	1.00	-	1.00	-
Finance Manager	426	1.00	1.00	-	1.00	-
Chief Accountant	420	1.00	1.00	-	1.00	-
Performance 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	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2019 Final Budget
---------	-------------	-------------	-------------	-------------	-------------	-------------------

Personnel

001-0401-513.12-00	Regular Salaries & Wages	415,798	459,584	487,893	547,469	554,804
001-0401-513.12-02	Regular Salaries - Additional Pays	1,175	1,163	2,256	1,200	1,200
001-0401-513.12-06	Reg Salaries - Opt Out Health Insurance	-	-	300	-	-
001-0401-513.14-00	Overtime	499	124	112	515	515
001-0401-513.21-00	FICA/Medicare Taxes	29,662	33,154	35,319	42,125	42,687
001-0401-513.22-01	Retirement Contributions - FRS	44,656	49,642	54,130	61,770	63,466
001-0401-513.23-00	Medical Insurance	48,542	55,693	76,412	114,527	118,392
001-0401-513.23-02	Medical Insurance - Life & ST Disability	2,032	2,427	3,047	2,761	2,800
001-0401-513.24-00	Worker's Compensation	472	529	568	730	1,282
001-0401-513.25-00	Unemployment Compensation	1,497	1,353	-	-	-
Subtotal Personnel Services		544,333	603,669	660,037	771,097	785,146

Operating

001-0401-513.31-00	Professional Services	97,890	61,489	43,719	1,500	9,500
001-0401-513.32-00	Accounting & Auditing	71,600	75,200	80,380	77,260	88,418
001-0401-513.34-00	Other Contractual Services	-	-	150	2,800	2,800
001-0401-513.40-00	Travel & Per Diem	7,414	3,432	7,367	7,616	8,042
001-0401-513.41-00	Communications Services	2,635	2,297	2,434	2,343	2,526
001-0401-513.42-00	Postage & Transportation	4,994	6,489	5,634	6,816	6,060
001-0401-513.44-00	Rentals & Leases	8,174	5,372	7,663	6,581	6,454
001-0401-513.45-01	Insurance - Operating Liability	2,636	3,739	3,279	5,249	4,636
001-0401-513.46-00	Repair & Maintenance Services	-	195	1,379	-	-
001-0401-513.47-00	Printing & Binding	1,743	2,943	2,911	3,226	3,010
001-0401-513.49-00	Other Charges/Obligations	8,129	67,399	48,428	70,880	49,794
001-0401-513.51-00	Office Supplies	4,104	4,588	5,738	4,090	6,920
001-0401-513.52-00	Operating Supplies	738	1,853	1,032	800	1,100
001-0401-513.52-01	Operating Supplies - Gasoline/Diesel/Lubric	-	38	-	-	-
001-0401-513.54-01	Books/Pubs/Subsc/Memb - Prof Dues	1,055	935	790	1,196	915
001-0401-513.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	1,585	1,535	2,643	2,340	2,840
001-0401-513.54-03	Books/Pubs/Subsc/Memb - Subscriptions	244	-	58	-	-
Subtotal Operating		212,941	237,504	213,605	192,697	193,015

Total Finance/Accounting \$ 757,274 \$ 841,173 \$ 873,642 \$ 963,794 \$ 978,161

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	2016 Actual	2017 Actual	2018 Budget	2019 Budget
Salaries	\$ 393,690	\$ 348,386	\$ 362,376	\$ 367,381
Benefits	96,888	97,572	110,874	103,541
Operating	438,904	622,538	968,103	989,252
Supplies	38,133	17,835	20,725	20,725
Capital	-	-	-	-
Total	\$ 967,615	\$ 1,086,331	\$ 1,462,078	\$ 1,480,899

Funding Source				
General Fund	\$ 967,615	\$ 1,086,331	\$ 1,462,078	\$ 1,480,899
Total	\$ 967,615	\$ 1,086,331	\$ 1,462,078	\$ 1,480,899

Our Accomplishments in 2017-18

- ❖ Migration of all VMWare servers to Hyper-V servers.
- ❖ Existing storage systems setup with redundancy for disaster recovery situations.
- ❖ GIS contributed to post-hurricane IRMA cleanup efforts and US census data.
- ❖ Installed network circuit that greatly improved the PD body cameras upload times and system stability.
- ❖ Installed AS400 test environment for testing and training purposes.

Goals and Objectives for 2018-19

- ❖ Implement 55 network switches throughout the city locations.
- ❖ Migrate the help desk ticket system to VITIL solutions (contract service).
- ❖ Install 100 client computers per the PC refresh project.
- ❖ Renew or replace the copier/print solution contract.
- ❖ Upgrade CH & JPCS circuit from 10 to 100 mb.
- ❖ Self-service password reset solution.

FINANCE - INFORMATION TECHNOLOGY				
Performance Measures				
Activity	Actual 2015-2016	Actual 2016-2017	Expected 2017-2018	Proposed 2018-2019
% of Requests Completed	91.21%	100.00%	99.90%	99.90%
% of time with No Significant Outage	93.47%	95.00%	96.00%	93.00%
% of Projects Completed	29.00%	20.00%	40.00%	75.00%
Customer Satisfaction	Very Satisfied	Very Satisfied	Very Satisfied	Very Satisfied

Authorized Positions

	Grade	Funded 2017	Funded 2018	+/-	Funded 2019	Authorized & Unfunded
Communications Manager		-	-	-	-	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	-
Desktop Support Analyst	417	1.00	-	-	-	-
System Security Administrator	420	-	1.00	-	1.00	-
GIS Technician **	416	0.50	0.50	-	0.50	-
Help Desk Technician	413	1.00	-	-	-	1.00
Total Full Time Equivalents		6.50	5.50	-	5.50	2.00

**Split between funds or departments/divisions

Information Technology						
Account	Description	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2019 Final Budget
Personnel						
001-0402-513.12-00	Regular Salaries & Wages	347,350	370,025	330,589	337,564	344,405
001-0402-513.12-02	Regular Salaries - Additional Pays	12,237	11,299	11,251	11,252	8,216
001-0402-513.12-06	Reg Salaries - Opt Out Health Insurance	600	600	300	1,200	2,400
001-0402-513.14-00	Overtime	-	11,766	6,246	12,360	12,360
001-0402-513.21-00	FICA/Medicare Taxes	26,810	29,435	26,129	27,793	28,177
001-0402-513.22-01	Retirement Contributions - FRS	25,879	27,976	26,483	28,752	30,291
001-0402-513.23-00	Medical Insurance	37,051	36,770	42,088	51,537	41,438
001-0402-513.23-02	Medical Insurance - Life & ST Disability	1,750	1,794	2,076	1,734	1,764
001-0402-513.24-00	Worker's Compensation	852	913	796	1,058	1,871
001-0402-513.25-00	Unemployment Compensation	2,750	-	-	-	-
Subtotal Personnel Services		455,279	490,578	445,958	473,250	470,922
Operating						
001-0402-513.31-00	Professional Services	16,786	-	93,558	292,000	292,000
001-0402-513.40-00	Travel & Per Diem	-	978	3,898	2,800	2,800
001-0402-513.41-00	Communications Services	9,656	10,355	14,502	14,300	14,300
001-0402-513.42-00	Postage & Transportation	99	138	234	300	300
001-0402-513.44-00	Rentals & Leases	99	96	128	128	128
001-0402-513.45-01	Insurance - Operating Liability	4,804	8,321	10,316	11,822	11,496
001-0402-513.45-02	Insurance - Auto Liability	401	432	397	344	154
001-0402-513.46-00	Repair & Maintenance Services	392,141	418,162	498,639	645,389	667,454
001-0402-513.47-00	Printing & Binding	402	204	207	220	220
001-0402-513.49-00	Other Charges/Obligations	1,578	218	659	800	400
001-0402-513.51-00	Office Supplies	1,860	898	541	800	800
001-0402-513.52-00	Operating Supplies	20,099	33,296	11,295	12,000	12,000
001-0402-513.52-01	Operating Supplies - Gasoline/Diesel/Lubric	517	441	697	800	800
001-0402-513.54-01	Books/Pubs/Subsc/Memb - Prof Dues	200	395	395	395	395
001-0402-513.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	-	3,074	4,860	6,380	6,380
001-0402-513.54-03	Books/Pubs/Subsc/Memb - Subscriptions	-	29	47	350	350
001-0402-513.55-00	Training	4,765	-	-	-	-
Subtotal Operating		453,407	477,037	640,373	988,828	1,009,977
Capital						
001-0402-513.64-00	Machinery & Equipment	34,341	-	-	-	-
Subtotal Capital		34,341	-	-	-	-
Total Information Technology		\$ 943,027	\$ 967,615	\$1,086,331	\$1,462,078	\$1,480,899

Purchasing Division

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

Summary

Expenditures	2016 Actual	2017 Actual	2018 Budget	2019 Budget
Salaries	\$ 103,313	\$ 113,535	\$ 114,531	\$ 106,644
Benefits	22,278	17,657	18,416	29,178
Operating	2,492	2,518	2,683	3,239
Supplies	1,509	1,114	2,010	2,065
Capital	-	-	-	-
Total	\$ 129,592	\$ 134,824	\$ 137,640	\$ 141,126

Funding Source				
General Fund	\$ 129,592	\$ 134,824	\$ 137,640	\$ 141,126
Total	\$ 129,592	\$ 134,824	\$ 137,640	\$ 141,126

Our Accomplishments in 2017-18

- ❖ Processed and completed a contract list for existing, new, and renewal contracts.
- ❖ Re-evaluated the procurement documents and revised those that needed revision.

Goals and Objectives for 2018-19

- ❖ Enhance services using Share Point.
- ❖ Update all city contracts.
- ❖ Continued update of purchasing policies and procedures.

FINANCE-PURCHASING

Performance Measures

Activity	Actual 2015-2016	Actual 2016-2017	Expected 2017-2018	Proposed 2018-2019
Purchase orders processed	531	534	550	600
RFP's, RFQ's, and bids processed	24	38	150	175

Authorized Positions

	Grade	Funded 2017	Funded 2018	+/-	Funded 2019	Authorized & Unfunded
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	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2019 Final Budget
Personnel						
001-0403-513.12-00	Regular Salaries & Wages	104,079	101,096	110,635	111,585	104,862
001-0403-513.12-02	Regular Salaries - Additional Pays	1,129	1,014	600	582	582
001-0403-513.12-06	Reg Salaries - Opt Out Health Insurance	1,200	1,203	2,300	2,364	1,200
001-0403-513.21-00	FICA/Medicare Taxes	8,064	7,863	8,708	8,785	8,180
001-0403-513.22-01	Retirement Contributions - FRS	7,530	7,365	8,452	8,913	8,732
001-0403-513.23-00	Medical Insurance	6,636	6,451	-	-	11,485
001-0403-513.23-02	Medical Insurance - Life & ST Disability	430	485	369	569	536
001-0403-513.24-00	Worker's Compensation	119	114	128	149	245
Subtotal Personnel Services		129,187	125,591	131,192	132,947	135,822
Operating						
001-0403-513.40-00	Travel & Per Diem	-	-	-	100	100
001-0403-513.41-00	Communications Services	465	461	361	360	359
001-0403-513.42-00	Postage & Transportation	301	294	289	320	320
001-0403-513.44-00	Rentals & Leases	-	287	383	383	383
001-0403-513.45-01	Insurance - Operating Liability	381	619	735	678	760
001-0403-513.47-00	Printing & Binding	287	582	705	592	592
001-0403-513.49-00	Other Charges/Obligations	-	249	45	250	725
001-0403-513.51-00	Office Supplies	706	742	34	800	800
001-0403-513.52-00	Operating Supplies	154	9	-	10	10
001-0403-513.54-01	Books/Pubs/Subsc/Memb - Prof Dues	185	285	120	380	435
001-0403-513.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	473	473	960	820	820
001-0403-513.54-03	Books/Pubs/Subsc/Memb - Subscriptions	10	-	-	-	-
Subtotal Operating		2,962	4,001	3,632	4,693	5,304
Total Purchasing		\$ 132,149	\$ 129,592	\$ 134,824	\$ 137,640	\$ 141,126

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	2016 Actual	2017 Actual	2018 Budget	2019 Budget
Transfers	\$ 4,353,811	\$ 3,935,605	\$ 2,599,297	\$ 3,552,026
Insurance	295,085	387,702	346,715	584,758
CRA Payment	596,273	626,672	690,166	-
Grants-in-Aid	3,965	2,306	4,000	263,162
Retiree Obligations	-	-	5,000	-
Other	115,552	298,944	502,800	498,500
Total	\$ 5,364,686	\$ 5,251,229	\$ 4,147,978	\$ 4,898,446

Funding Source	2016 Actual	2017 Actual	2018 Budget	2019 Budget
General Fund	\$ 5,364,686	\$ 5,251,229	\$ 4,147,978	\$ 4,898,446
Total	\$ 5,364,686	\$ 5,251,229	\$ 4,147,978	\$ 4,898,446

Non-Departmental as a percentage of General Fund

10.4%



Non-Departmental

<i>Account</i>	<i>Description</i>	<i>2015 Actual</i>	<i>2016 Actual</i>	<i>2017 Actual</i>	<i>2018 Budget</i>	<i>2019 Final Budget</i>
Personnel						
001-7979-517.73-03	Amortization Expense	5,000	-	-	5,000	-
001-7979-518.12-06	Retiree Payments	15,900	13,100	9,700	12,800	12,800
001-7979-518.23-03	Medical/Life Insurance	282,934	295,085	387,702	346,715	584,758
001-7979-539.31-00	Professional Services	101,298	102,452	84,121	130,000	85,000
001-7979-559.81-00	17-92 TIF County Portion	530,898	596,273	626,672	690,166	-
001-7979-569.82-06	Aid to Private Organization	2,977	3,965	2,306	4,000	263,162
001-7979-581.91-08	Transfers	-	-	9,382	-	-
001-7979-581.91-20	Transfers	1,672,106	1,846,370	1,831,310	1,699,532	1,781,714
001-7979-581.91-22	Transfers	663,763	-	24,000	-	-
001-7979-581.91-28	Transfers	1,753,395	2,300,441	2,080,295	899,765	1,770,312
001-7979-581.91-36	Transfers	202,281	-	-	-	-
001-7979-581.91-45	Transfers	-	207,000	-	-	-
001-7979-581.91-79	Transfers	-	-	-	-	60,700
001-7979-590.99-01	Other Uses	99,485	-	195,741	340,000	340,000
001-7979-590.99-70	Other Uses	-	-	-	20,000	-
Total Non Departmental		\$5,330,037	\$5,364,686	\$5,251,229	\$4,147,978	\$4,898,446

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	2016 Actual	2017 Actual	2018 Budget	2019 Budget
Salaries	\$ 874,166	\$ 879,190	\$ 937,804	\$ 943,605
Benefits	279,444	286,900	360,395	383,575
Operating	102,311	186,118	182,846	220,365
Supplies	45,752	46,156	54,089	55,185
Capital	-	-	-	-
Total	\$ 1,301,673	\$ 1,398,364	\$ 1,535,134	\$ 1,602,730

Funding Source

General Fund	\$ 1,301,673	\$ 1,398,364	\$ 1,535,134	\$ 1,602,730
Total	\$ 1,301,673	\$ 1,398,364	\$ 1,535,134	\$ 1,602,730

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 2017-18

- ❖ Facilitated over 80 public meetings for HPB, Planning and Zoning Commission, Public Art Commission, and the Development Review team.
- ❖ Facilitated ordinances for pet friendly restaurants, medical marijuana dispensaries, architectural design standards, lake access, wireless communications, and cottage home designs.

- ❖ Processed over 2,130 development applications, a 75 percent increase from FY 2016-17.
- ❖ Reviewed and inspected more than 1,950 Building Permits for zoning compliance.
- ❖ Reviewed over 2,000 Business Tax Receipt applications for zoning compliance.

Goals and Objectives for 2018-19

- ❖ Complete updates to City's Comprehensive Plan Update.
- ❖ Implement Citizen Serve for electronic plan review and permitting processes.
- ❖ Incorporate FBC performance measures and benchmarks.
- ❖ Update land development regulations.
- ❖ Advance plans for the downtown Catalyst Site (Heritage Park).
- ❖ Continue work on Goldsboro Choice Neighborhood Planning Grant initiatives.

DEVELOPMENT SERVICES - PLANNING				
Performance Measures				
Activity	Actual 2015-2016	Actual 2016-2017	Expected 2017-2018	Proposed 2018-2019
Development Applications Processed	1,289	1,448	2,000	2,000
Building Permits Reviewed	3,614	3,600	4,000	4,000
Development Permits	896	984	1,000	1,000
Development Fees	188,876	425,070	300,000	300,000

Summary

Expenditures	2016 Actual	2017 Actual	2018 Budget	2019 Budget
Salaries	\$ 510,956	\$ 534,958	\$ 567,240	\$ 594,997
Benefits	161,955	175,174	217,941	240,190
Operating	27,429	82,804	35,207	34,811
Supplies	32,519	35,444	38,910	39,706
Capital	-	-	-	-
Total	\$ 732,859	\$ 828,380	\$ 859,298	\$ 909,704

Funding Source				
General Fund	\$ 732,859	\$ 828,380	\$ 859,298	\$ 909,704
Total	\$ 732,859	\$ 828,380	\$ 859,298	\$ 909,704

Authorized Positions

	Grade	Funded 2017	Funded 2018	+/-	Funded 2019	Authorized & Unfunded
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		8.00	9.00	0.15	9.15	3.50

Planning						
Account	Description	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2019 Final Budget
Personnel						
001-1110-515.12-00	Regular Salaries & Wages	497,552	502,164	525,566	557,529	584,566
001-1110-515.12-02	Regular Salaries - Additional Pays	8,704	8,792	8,990	8,990	9,710
001-1110-515.14-00	Overtime	-	-	402	721	721
001-1110-515.21-00	FICA/Medicare Taxes	37,084	37,380	38,780	43,509	45,639
001-1110-515.22-01	Retirement Contributions - FRS	52,051	53,814	54,622	60,583	69,278
001-1110-515.23-00	Medical Insurance	52,535	61,928	72,420	103,074	108,329
001-1110-515.23-02	Medical Insurance - Life & ST Disability	2,544	2,890	3,202	2,833	2,970
001-1110-515.24-00	Worker's Compensation	5,837	5,943	6,150	7,942	13,974
	Subtotal Personnel Services	656,307	672,911	710,132	785,181	835,187
Operating						
001-1110-515.31-00	Professional Services	250	7,500	51,438	-	-
001-1110-515.40-00	Travel & Per Diem	1,393	543	1,946	2,422	2,422
001-1110-515.41-00	Communications Services	3,543	3,792	4,234	3,480	3,480
001-1110-515.42-00	Postage & Transportation	1,040	1,126	1,791	1,044	1,044
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	1,753	2,799	3,112	4,550	3,442
001-1110-515.45-02	Insurance - Auto Liability	325	350	322	322	154
001-1110-515.46-00	Repair & Maintenance Services	1,925	703	6,535	11,220	12,100
001-1110-515.47-00	Printing & Binding	1,488	2,138	2,840	3,353	3,353
001-1110-515.48-00	Promotional Activities	277	70	-	330	330
001-1110-515.49-00	Other Charges/Obligations	2,218	5,973	8,151	6,050	6,050
001-1110-515.51-00	Office Supplies	1,246	615	1,931	2,000	2,500
001-1110-515.52-00	Operating Supplies	13	624	935	700	700
001-1110-515.52-01	Operating Supplies - Gasoline/Diesel/Lubric	1,072	834	1,031	1,820	1,820
001-1110-515.52-05	Operating Supplies - Uniforms	-	120	-	120	120
001-1110-515.54-01	Books/Pubs/Subsc/Memb - Prof Dues	2,039	2,196	2,307	3,021	3,021
001-1110-515.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	200	375	790	2,625	2,625
001-1110-515.54-05	Books/Pubs/Subsc/Memb - Metro Plan	26,934	27,755	28,450	28,624	28,920
	Subtotal Operating	48,151	59,948	118,248	74,117	74,517
Total Planning		\$ 704,458	\$ 732,859	\$ 828,380	\$ 859,298	\$ 909,704

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	2016 Actual	2017 Actual	2018 Budget	2019 Budget
Salaries	\$ 290,448	\$ 280,950	\$ 306,356	\$ 279,150
Benefits	94,198	92,331	119,077	117,930
Operating	66,430	96,132	139,099	178,040
Supplies	12,686	10,348	14,175	14,175
Capital	-	-	-	-
Total	\$ 463,762	\$ 479,761	\$ 578,707	\$ 589,295

Funding Source				
General Fund	\$ 463,762	\$ 479,761	\$ 578,707	\$ 589,295
Total	\$ 463,762	\$ 479,761	\$ 578,707	\$ 589,295

Our Accomplishments in 2017-18

- ❖ Collected \$105,765 in outstanding code enforcement liens through the Lien Amnesty Programs which allowed 39 properties to be brought into code compliance.
- ❖ 1,591 code complaints were investigated by code enforcement officers.
- ❖ 2,024 violations were cited by code enforcement officers.
- ❖ 283 code enforcement cases (18% of all code complaints) were scheduled for Special Magistrate hearings.

Goals and Objectives for 2018-19

- ❖ Transfer ownership of two city owned properties to Habitat for Humanity or other non-profit for affordable housing construction.
- ❖ Complete the condemnation and demolition of four dilapidated structures.
- ❖ Establish benchmarks as part of our performance standards.

DEVELOPMENT SERVICES - COMMUNITY IMPROVEMENT				
Performance Measures				
Activity	Actual 2015-2016	Actual 2016-2017	Expected 2017-2018	Proposed 2018-2019
Number of code complaints received	1,998	2,000	1,591	1,650
Number of cases taken to Special Magistrate	366	365	283	300
Number of cases closed by compliance	1,439	1,440	1,086	1,200
Number of cases fine imposed	34	30	23	25
Number of cases abated by city	208	120	146	150

Authorized Positions

	Grade	Funded 2017	Funded 2018	+/-	Funded 2019	Authorized & Unfunded
Executive Director of Development Services**	433	-	-	0.25	0.25	
Community Improvement Director **	431	0.64	0.75	(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	4.00	(1.00)	3.00	-
Code Enforcement Supervisor	417	-	-	1.00	1.00	-
Total Full Time Equivalents		5.64	5.75	0.50	6.25	-

**Split between funds or departments/divisions

Community Improvement

Account	Description	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2019 Final Budget
Personnel						
001-1103-519.12-00	Regular Salaries & Wages	266,624	284,723	274,950	297,024	272,218
001-1103-519.12-02	Regular Salaries - Additional Pays	4,878	4,625	4,800	3,600	1,200
001-1103-519.12-06	Reg Salaries - Opt Out Health Insurance	200	1,100	1,200	1,200	1,200
001-1103-519.14-00	Overtime	45	-	-	4,532	4,532
001-1103-519.21-00	FICA/Medicare Taxes	19,878	21,332	20,471	23,498	21,411
001-1103-519.22-01	Retirement Contributions - FRS	28,859	31,710	31,000	36,897	28,156
001-1103-519.23-00	Medical Insurance	30,057	37,348	36,850	54,401	62,156
001-1103-519.23-02	Medical Insurance - Life & ST Disability	1,228	1,595	1,731	1,507	1,380
001-1103-519.24-00	Worker's Compensation	1,876	2,213	2,279	2,774	4,827
	Subtotal Personnel Services	353,645	384,646	373,281	425,433	397,080
Operating						
001-1103-519.31-00	Professional Services	5,276	6,710	5,932	7,800	7,800
001-1103-519.34-01	Other Contractual Services - Lot Mowing	10,284	16,827	42,790	44,000	44,000
001-1103-519.34-02	Other Contractual Services - Demolition	27,641	-	-	40,000	80,000
001-1103-519.40-00	Travel & Per Diem	-	-	-	1,073	1,073
001-1103-519.41-00	Communications Services	5,221	5,398	7,919	5,443	5,443
001-1103-519.42-00	Postage & Transportation	9,718	10,271	8,472	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	1,116	1,814	2,026	2,847	2,253
001-1103-519.45-02	Insurance - Auto Liability	1,494	1,723	1,586	1,862	897
001-1103-519.46-00	Repair & Maintenance Services	13,229	16,096	13,061	12,200	12,200
001-1103-519.47-00	Printing & Binding	834	633	776	800	800
001-1103-519.49-00	Other Charges/Obligations	5,570	5,385	11,997	11,500	12,000
001-1103-519.51-00	Office Supplies	849	1,339	2,559	3,000	3,000
001-1103-519.52-00	Operating Supplies	2,037	5,475	2,343	3,000	3,000
001-1103-519.52-01	Operating Supplies - Gasoline/Diesel/Lubric	2,930	2,653	3,062	3,900	3,900
001-1103-519.52-05	Operating Supplies - Uniforms	1,392	1,252	858	1,500	1,500
001-1103-519.54-01	Books/Pubs/Subsc/Memb - Prof Dues	175	397	401	275	275
001-1103-519.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	1,575	1,570	1,125	2,500	2,500
001-1103-519.54-03	Books/Pubs/Subsc/Memb - Subscriptions	42	-	-	-	-
	Subtotal Operating	90,956	79,116	106,480	153,274	192,215
Total Community Improvement		\$ 444,601	\$ 463,762	\$ 479,761	\$ 578,707	\$ 589,295

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	2016 Actual	2017 Actual	2018 Budget	2019 Budget
Salaries	\$ 72,762	\$ 63,282	\$ 64,208	\$ 69,458
Benefits	23,291	19,395	23,377	25,455
Operating	8,452	7,182	8,540	7,514
Supplies	547	364	1,004	1,304
Capital	-	-	-	-
Total	\$ 105,052	\$ 90,223	\$ 97,129	\$ 103,731

Funding Source				
General Fund	\$ 105,052	\$ 90,223	\$ 97,129	\$ 103,731
Total	\$ 105,052	\$ 90,223	\$ 97,129	\$ 103,731

Our Accomplishments in 2017-18

- ❖ Assisted in developing the new licensing module of the Citizenserve software which will reduce paper files, increase online payments and reduce mailed documents.

Goals and Objectives for 2018-19

- ❖ Send renewal notices by email when possible.

DEVELOPMENT SERVICES - BUSINESS TAX RECEIPTS DIVISION				
Performance Measures				
Activity	Actual 2015-2016	Actual 2016-2017	Expected 2017-2018	Proposed 2018-2019
Business Tax Receipts billed	2,864	2,932	2,641	2,700
Business Tax Receipts second notices	683	1,649	992	800
Tax Due Notices to collections	30	45	70	80

Authorized Positions

	Grade	Funded 2017	Funded 2018	+/-	Funded 2019	Authorized & Unfunded
Fire Marshall **	214	0.03	0.03	(0.03)	-	
Deputy Building Official **	422	-	-	0.05	0.05	
Building Official **	425	0.10	0.10	(0.10)	-	
Permit/Licensing Coordinator **	415	0.85	0.85	(0.85)	-	
Information and Licensing Coordinator **	417	-	-	0.95	0.95	
Permit Coordinator **	408	0.10	0.10	(0.01)	0.09	
Administrative Specialist II **	409	0.10	0.10	(0.10)	-	
Administrative Specialist III **	412	-	-	0.10	0.10	
Total Full Time Equivalents		1.18	1.18	0.01	1.19	

**Split between funds or departments/divisions

Business Tax Receipts

Account	Description	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2019 Final Budget
Personnel						
001-1101-513.12-00	Regular Salaries & Wages	77,723	72,714	63,182	64,005	69,319
001-1101-513.12-06	Reg Salaries - Opt Out Health Insurance	-	10	60	60	36
001-1101-513.14-00	Overtime	-	-	-	103	103
001-1101-513.15-00	Special Pay	40	38	40	40	-
001-1101-513.21-00	FICA/Medicare Taxes	5,608	5,248	4,497	4,925	5,328
001-1101-513.22-01	Retirement Contributions - FRS	5,419	5,123	4,606	4,911	5,781
001-1101-513.22-03	Retirement Contributions - Fire Pension	-	-	-	-	-
001-1101-513.23-00	Medical Insurance	11,176	12,272	9,653	12,942	13,734
001-1101-513.23-02	Medical Insurance - Life & ST Disability	389	417	398	322	349
001-1101-513.24-00	Worker's Compensation	305	231	241	277	263
Subtotal Personnel Services		100,660	96,053	82,677	87,585	94,913
Operating						
001-1101-513.34-00	Other Contractual Services	705	1,069	148	1,000	250
001-1101-513.40-00	Travel & Per Diem	230	75	40	110	110
001-1101-513.41-00	Communications Services	233	230	180	235	244
001-1101-513.42-00	Postage & Transportation	980	2,707	2,733	2,720	2,000
001-1101-513.44-00	Rentals & Leases	713	713	713	730	730
001-1101-513.45-01	Insurance - Operating Liability	10	16	19	19	20
001-1101-513.46-00	Repair & Maintenance Services	-	-	-	300	300
001-1101-513.47-00	Printing & Binding	569	944	793	1,176	860
001-1101-513.49-00	Other Charges/Obligations	2,201	2,698	2,556	2,250	3,000
001-1101-513.51-00	Office Supplies	159	125	-	225	235
001-1101-513.52-00	Operating Supplies	54	157	-	-	-
001-1101-513.52-01	Operating Supplies - Gasoline/Diesel/Lubric	-	-	-	144	774
001-1101-513.54-01	Books/Pubs/Subsc/Memb - Prof Dues	115	45	165	165	50
001-1101-513.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	245	220	199	470	245
Subtotal Operating		6,214	8,999	7,546	9,544	8,818
Total Business Tax Receipts						
		\$ 106,874	\$ 105,052	\$ 90,223	\$ 97,129	\$ 103,731

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	2016 Actual	2017 Actual	2018 Budget	2019 Budget
Salaries	\$ 566,925	\$ 582,872	\$ 612,845	\$ 693,627
Benefits	157,063	160,744	189,134	253,673
Operating	131,683	167,811	253,673	743,581
Supplies	31,818	22,355	42,316	40,416
Capital	-	22,991	57,000	-
Other	-	-	15,732	1,670,033
Total	\$ 887,489	\$ 956,773	\$ 1,170,700	\$ 3,401,330

Funding Source				
Building Inspection Fu	887,489	956,773	1,170,700	3,401,330
Total	\$ 887,489	\$ 956,773	\$ 1,170,700	\$ 3,401,330

Authorized Positions

	Grade	Funded 2017	Funded 2018	+/-	Funded 2019	Authorized & Unfunded
Executive Director of Development Services**	433	-	-	0.35	0.35	
Fire Marshall **	214	0.55	0.55	(0.55)	-	-
Building Official **	425	0.90	0.90	0.10	1.00	-
Deputy Building Official **	422	-	-	0.95	0.95	
Plans Examiner/Plans Examiner II	419/422	1.00	1.00	-	1.00	-
Building Codes Inspector I	415	1.00	1.00	-	1.00	1.00
Building Codes Inspector II	417	1.00	1.00	-	1.00	1.00
Building Codes Inspector III	419	3.00	3.00	(1.00)	2.00	1.00
Permit/Licensing Coordinator **	415	0.15	0.15	(0.15)	-	
Information and Licensing Coordinator **	417	-	-	0.05	0.05	
Permit Technician II		-	-	-	-	1.00
Permit Coordinator **	408	1.90	1.90	1.01	2.91	-
Administrative Specialist II **	409	0.90	0.90	(0.90)	-	-
Administrative Specialist III **	412	-	-	0.90	0.90	-
Total Full Time Equivalents		10.40	10.40	0.76	11.16	4.00

**Split between funds or departments/divisions

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

LIHEAP Division & LIHEAP Fund

The Development Services Department also oversees the Low Income Home Energy Assistance Program (LIHEAP) grant program. LIHEAP provides grants to local governments to assist eligible low-income households in meeting the cost of home heating and cooling. The LIHEAP budget for 2019 is \$983,456.

Authorized Positions

	Grade	Funded 2017	Funded 2018	+/-	Funded 2019	Authorized & Unfunded
Executive Director of Development Services	433	-	-	0.25	0.25	
Community Improvement Director **	431	0.36	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	-
Total Full Time Equivalents		3.36	3.25	-	3.25	-

**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 2017-18

- ❖ Provided supplemental energy assistance to 1,514 families in Seminole County.

Goals and Objectives for 2018-19

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

DEVELOPMENT SERVICES - LIHEAP				
Performance Measures				
Activity	Actual 2015-2016	Actual 2016-2017	Expected 2017-2018	Proposed 2018-2019
Number of clients served	2,203	1,514	1,840	1,925
Percentage of funding expended for services	93.47%	90.00%	95.00%	95.00%

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	2016 Actual	2017 Actual	2018 Budget	2019 Budget
Salaries	\$ 7,832,542	\$ 8,138,142	\$ 8,779,819	\$ 9,129,942
Benefits	3,332,391	3,722,024	4,513,641	4,634,122
Operating	1,615,401	1,748,113	1,774,638	1,914,840
Supplies	542,616	538,919	666,606	739,354
Capital	-	-	-	-
Total	\$ 13,322,950	\$ 14,147,198	\$ 15,734,704	\$ 16,418,258

Funding Source				
General Fund	\$ 13,322,950	\$ 14,147,198	\$ 15,734,704	\$ 16,418,258
Total	\$ 13,322,950	\$ 14,147,198	\$ 15,734,704	\$ 16,418,258

Police Department as a percentage of General Fund



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

A Fully Accredited Police Department

The Sanford Police Department has been accredited through the Commission for Florida Law Enforcement Accreditation since February 2005. The Sanford Police Department 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

<i>Account</i>	<i>Description</i>	<i>2015 Actual</i>	<i>2016 Actual</i>	<i>2017 Actual</i>	<i>2018 Budget</i>	<i>2019 Final Budget</i>
Personnel						
001-2020-521.12-00	Regular Salaries & Wages	7,153,435	7,089,586	7,463,597	8,114,210	8,359,443
001-2020-521.12-02	Regular Salaries - Additional Pays	110,853	130,173	125,087	121,953	135,553
001-2020-521.12-05	Regular Salaries - Incentive Bonus	-	-	-	1,164	-
001-2020-521.12-06	Reg Salaries - Opt Out Health Insurance	27,300	26,460	25,800	23,280	19,424
001-2020-521.14-00	Overtime	271,914	343,725	409,686	416,630	410,855
001-2020-521.15-00	Special Pay	36,573	44,379	39,391	33,410	45,221
001-2020-521.15-02	Special Pay - Police State Incentive	72,723	69,305	67,479	62,045	67,817
001-2020-521.15-07	Special Pay - Mortgage Assistance	12,947	7,746	6,285	7,127	7,020
001-2020-521.21-00	FICA/Medicare Taxes	572,912	575,557	604,978	670,558	691,838
001-2020-521.22-01	Retirement Contributions - FRS	69,672	76,518	88,127	81,867	851,906
001-2020-521.22-02	Retirement Contributions - Police Pension	1,907,608	1,758,701	1,826,234	2,092,348	1,203,611
001-2020-521.22-06	Retirement Contributions - City Cont 457	17,653	17,344	18,796	18,764	19,735
001-2020-521.23-00	Medical Insurance	780,518	868,989	1,019,613	1,443,625	1,592,391
001-2020-521.23-02	Medical Insurance - Life & ST Disability	19,466	19,120	18,901	20,898	21,801
001-2020-521.24-00	Worker's Compensation	136,212	137,330	146,192	185,581	337,449
001-2020-521.25-00	Unemployment Compensation	4,400	-	-	-	-
	Subtotal Personnel Services	11,194,186	11,164,933	11,860,166	13,293,460	13,764,064
Operating						
001-2020-521.31-00	Professional Services	634	6,516	2,098	3,300	4,300
001-2020-521.34-00	Other Contractual Services	532,193	557,188	585,137	644,380	708,735
001-2020-521.40-00	Travel & Per Diem	(108)	1,970	786	21,405	27,705
001-2020-521.41-00	Communications Services	180,871	193,535	187,401	211,146	211,146
001-2020-521.42-00	Postage & Transportation	1,518	1,611	1,233	2,651	2,651
001-2020-521.43-00	Utility Services	96,174	94,090	93,459	96,474	96,474
001-2020-521.44-00	Rentals & Leases	160,497	160,592	162,555	168,134	176,216
001-2020-521.45-01	Insurance - Operating Liability	38,025	73,137	74,843	86,580	89,020
001-2020-521.45-02	Insurance - Auto Liability	51,654	55,462	54,336	73,617	33,935
001-2020-521.46-00	Repair & Maintenance Services	355,532	388,237	473,084	361,988	445,685
001-2020-521.47-00	Printing & Binding	10,204	12,833	12,696	17,183	18,795
001-2020-521.48-00	Promotional Activities	13,309	15,858	24,499	40,000	40,000
001-2020-521.49-00	Other Charges/Obligations	77,063	54,372	75,986	47,780	60,178
001-2020-521.51-00	Office Supplies	17,462	13,795	11,848	20,845	21,029
001-2020-521.52-00	Operating Supplies	180,599	179,386	179,130	174,882	188,459
001-2020-521.52-01	Operating Supplies - Gasoline/Diesel/Lubric	318,839	252,409	285,671	336,556	376,943
001-2020-521.52-05	Operating Supplies - Uniforms	72,869	99,084	59,626	59,998	59,998
001-2020-521.54-01	Books/Pubs/Subsc/Memb - Prof Dues	1,392	910	1,783	7,170	7,770
001-2020-521.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	-	100	-	4,100	3,800
001-2020-521.54-03	Books/Pubs/Subsc/Memb - Subscriptions	2,295	(3,068)	2,361	2,430	2,430
001-2020-521.54-04	Books/Pubs/Subsc/Memb - Subscriptions	-	-	(1,500)	60,625	78,925
	Subtotal Operating	2,111,022	2,158,017	2,287,032	2,441,244	2,654,194
Total Police		#####	#####	#####	#####	#####

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	2016 Actual	2017 Actual	2018 Budget	2019 Budget
Salaries	\$ 827,764	\$ 920,161	\$ 819,904	\$ 800,008
Benefits	276,751	328,214	357,672	358,166
Operating	382,874	396,816	386,778	421,499
Supplies	64,607	62,465	48,703	50,120
Capital	-	-	-	-
Total	\$ 1,551,996	\$ 1,707,656	\$ 1,613,057	\$ 1,629,793

Funding Source				
General Fund	\$ 1,551,996	\$ 1,707,656	\$ 1,613,057	\$ 1,629,793
Total	\$ 1,551,996	\$ 1,707,656	\$ 1,613,057	\$ 1,629,793

Our Accomplishments in 2017-18

- ❖ Overall crime rate reduced by 13.7%

Goals and Objectives for 2018-19

- ❖ Continue striving to reduce citizen complaints and internal complaints to zero.
- ❖ Continue to fully utilize the Crime Analyst's services with the goal of more effectively deploying law enforcement resources in response to constantly evolving public safety threats.

POLICE - ADMINISTRATION (2022)

Performance Measures

Activity	Actual 2015-2016	Actual 2016-2017	Expected 2017-2018	Proposed 2018-2019
Internal Complaints	55	39	0	0
Citizen Complaints	1	10	0	0
Crimes Analyst Inquiries	1,289	647	650	650
Number of Officer Body Cameras Deployed	80	90	125	132

Authorized Positions

	Grade	Funded 2017	Funded 2018	+/-	Funded 2019	Authorized & Unfunded
Police Chief	432	1.00	1.00	-	1.00	-
Deputy Police Chief	216	1.00	1.00	-	1.00	1.00
Captain **	214	-	-	0.34	0.34	-
Lieutenant	213	1.00	1.00	(1.00)	-	-
Public Information Officer **	422	0.95	0.95	-	0.95	-
Administrative Services Manager	422	1.00	1.00	-	1.00	-
Support Services Supervisor		-	-	-	-	1.00
Accreditation Manager	416	1.00	1.00	-	1.00	1.00
Crime Analyst	416	1.00	1.00	-	1.00	1.00
Officer	205	1.00	1.00	-	1.00	7.00
Records Supervisor	412	1.00	1.00	-	1.00	0.42
Administrative Coordinator	413	1.00	1.00	-	1.00	-
Fiscal Technician	410	1.00	1.00	-	1.00	-
Administrative Specialist III	119	-	-	-	-	1.00
Administrative Specialist II (2013 FTEs Revised)	117	-	-	-	-	1.00
Records Technician	409	3.00	3.00	-	3.00	-
Administrative Specialist I	406	-	-	-	-	1.00
Custodial Worker I	302	1.00	1.00	-	1.00	-
Total Full Time Equivalents		14.95	14.95	(0.66)	14.29	14.42

**Split between funds or departments/divisions

Police Administration

<i>Account</i>	<i>Description</i>	<i>2015 Actual</i>	<i>2016 Actual</i>	<i>2017 Actual</i>	<i>2018 Budget</i>	<i>2019 Final Budget</i>
Personnel						
001-2022-521.12-00	Regular Salaries & Wages	756,513	776,905	869,676	810,222	790,991
001-2022-521.12-02	Regular Salaries - Additional Pays	5,538	9,270	6,131	4,831	4,170
001-2022-521.12-06	Reg Salaries - Opt Out Health Insurance	2,400	2,905	2,900	2,328	1,568
001-2022-521.14-00	Overtime	31,653	33,414	38,651	-	-
001-2022-521.15-00	Special Pay	-	3,420	1,040	1,009	1,989
001-2022-521.15-02	Special Pay - Police State Incentive	1,929	1,850	1,763	1,514	1,290
001-2022-521.21-00	FICA/Medicare Taxes	59,176	61,511	68,125	62,123	60,952
001-2022-521.22-01	Retirement Contributions - FRS	30,611	31,838	37,433	36,794	46,965
001-2022-521.22-02	Retirement Contributions - Police Pension	71,732	63,668	68,030	71,269	49,190
001-2022-521.22-06	Retirement Contributions - City Cont 457	17,653	17,344	18,796	18,764	19,735
001-2022-521.23-00	Medical Insurance	86,296	89,745	122,740	154,972	161,028
001-2022-521.23-02	Medical Insurance - Life & ST Disability	3,748	3,802	3,863	3,736	3,840
001-2022-521.24-00	Worker's Compensation	8,616	8,843	9,227	10,014	16,456
	Subtotal Personnel Services	1,075,865	1,104,515	1,248,375	1,177,576	1,158,174
Operating						
001-2022-521.31-00	Professional Services	-	5,801	825	300	300
001-2022-521.34-00	Other Contractual Services	1,538	-	90	828	828
001-2022-521.40-00	Travel & Per Diem	(114)	(531)	435	-	19,600
001-2022-521.41-00	Communications Services	39,725	24,758	23,110	21,038	21,038
001-2022-521.42-00	Postage & Transportation	1,518	1,534	1,233	2,651	2,651
001-2022-521.43-00	Utility Services	96,174	94,090	93,459	96,474	96,474
001-2022-521.44-00	Rentals & Leases	17,125	17,996	17,324	17,338	17,338
001-2022-521.45-01	Insurance - Operating Liability	38,025	73,137	74,843	86,580	89,020
001-2022-521.45-02	Insurance - Auto Liability	1,431	1,586	2,176	2,945	1,357
001-2022-521.46-00	Repair & Maintenance Services	116,640	114,129	102,811	105,024	108,761
001-2022-521.47-00	Printing & Binding	2,836	4,525	4,204	4,198	4,230
001-2022-521.48-00	Promotional Activities	13,309	15,485	21,981	40,000	40,000
001-2022-521.49-00	Other Charges/Obligations	60,006	30,364	54,325	9,402	19,902
001-2022-521.51-00	Office Supplies	8,207	6,431	4,754	6,591	6,775
001-2022-521.52-00	Operating Supplies	20,141	29,145	27,034	15,270	15,270
001-2022-521.52-01	Operating Supplies - Gasoline/Diesel/Lubric	31,488	24,798	26,159	10,276	11,509
001-2022-521.52-05	Operating Supplies - Uniforms	4,189	3,483	2,903	1,846	1,846
001-2022-521.54-01	Books/Pubs/Subsc/Memb - Prof Dues	1,342	750	1,466	4,300	4,300
001-2022-521.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	-	-	-	3,800	3,800
001-2022-521.54-03	Books/Pubs/Subsc/Memb - Subscriptions	220	-	149	220	220
001-2022-521.54-04	Books/Pubs/Subsc/Memb - School Tuition	-	-	-	6,400	6,400
	Subtotal Operating	453,800	447,481	459,281	435,481	471,619
Total Police Administration		\$1,529,665	\$1,551,996	\$1,707,656	\$1,613,057	\$1,629,793

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	2016 Actual	2017 Actual	2018 Budget	2019 Budget
Salaries	\$ 3,716,281	\$ 3,374,546	\$ 3,787,260	\$ 3,964,979
Benefits	1,569,176	1,588,946	1,886,821	1,881,468
Operating	868,181	990,381	931,673	1,051,034
Supplies	304,080	275,680	312,904	323,736
Capital	-	-	-	-
Total	\$ 6,457,718	\$ 6,229,553	\$ 6,918,658	\$ 7,221,217

Funding Source				
General Fund	\$ 6,457,718	\$ 6,229,553	\$ 6,918,658	\$ 7,221,217
Total	\$ 6,457,718	\$ 6,229,553	\$ 6,918,658	\$ 7,221,217

Our Accomplishments in 2017-18

- ❖ Reduced serious crime by 13.7%

Goals and Objectives for 2018-19

- ❖ Safe Community by Reducing part I Crime by 2.5%, Improving Traffic Safety and Utilizing Technology
- ❖ Fostering Community Partnerships
- ❖ Promote Employee Development & Wellness
- ❖ Employee Retention

POLICE - PATROL OPERATIONS (2023)
Performance Measures

Activity	Actual 2015-2016	Actual 2016-2017	Expected 2017-2018	Proposed 2018-2019
Total Call for Service	127,543	125,000	128,257	128,257
Officer Initiated Calls	51,384	52,789	55,000	55,000
# Citations/Warnings Issued	16,358	20,000	20,000	20,000
# Part 1 Crimes	3,266	3,000	3,000	3,000
Total Number of Reports Generated	18,088	20,000	22,000	22,000
Average Reponse Time to Priority 1 Calls (min)	3.2	3.0	3.7.	3.7

Authorized Positions

	Grade	Funded 2017	Funded 2018	+/-	Funded 2019	Authorized & Unfunded
Sergeant	209	8.00	8.00	-	8.00	-
Captain	214	1.00	1.00	-	1.00	-
Lieutenant	213	4.00	4.00	(1.00)	3.00	-
Administrative Coordinator	413	1.00	1.00	-	1.00	
Community Service Officer	411	4.00	4.00	-	4.00	1.00
Officer	205	58.00	58.00	(6.00)	52.00	7.00
Officer - Cops Grant Funded	205	-	-	3.00	3.00	
Total Full Time Equivalents		76.00	76.00	(4.00)	72.00	8.00

Patrol Operations

<i>Account</i>	<i>Description</i>	<i>2015 Actual</i>	<i>2016 Actual</i>	<i>2017 Actual</i>	<i>2018 Budget</i>	<i>2019 Final Budget</i>
Personnel						
001-2023-521.12-00	Regular Salaries & Wages	3,192,034	3,112,951	3,098,773	3,406,272	3,377,340
001-2023-521.12-02	Regular Salaries - Additional Pays	56,504	72,312	57,203	58,047	54,758
001-2023-521.12-06	Reg Salaries - Opt Out Health Insurance	12,729	10,425	11,400	9,312	7,020
001-2023-521.14-00	Overtime	99,225	128,852	151,398	262,695	256,128
001-2023-521.15-00	Special Pay	21,456	26,312	21,031	18,431	18,037
001-2023-521.15-02	Special Pay - Police State Incentive	37,493	35,760	31,524	27,704	26,910
001-2023-521.15-07	Special Pay - Mortgage Assistance	6,147	3,673	2,400	4,799	2,340
001-2023-521.21-00	FICA/Medicare Taxes	254,281	252,794	250,538	289,177	286,357
001-2023-521.22-01	Retirement Contributions - FRS	16,875	14,596	13,880	16,270	368,709
001-2023-521.22-02	Retirement Contributions - Police Pension	906,609	842,906	842,374	901,872	438,128
001-2023-521.23-00	Medical Insurance	350,292	387,519	410,770	588,781	634,878
001-2023-521.23-02	Medical Insurance - Life & ST Disability	8,051	7,494	7,204	7,774	7,757
001-2023-521.24-00	Worker's Compensation	63,637	63,867	64,180	82,947	145,639
001-2023-521.25-00	Unemployment Compensation	4,400	-	-	-	-
	Subtotal Personnel Services	5,029,733	4,959,461	4,962,675	5,674,081	5,624,001
Operating						
001-2023-521.31-00	Professional Services	634	715	1,273	3,000	4,000
001-2023-521.34-00	Other Contractual Services	530,655	557,188	585,047	643,552	707,907
001-2023-521.40-00	Travel & Per Diem	-	290	-	-	-
001-2023-521.41-00	Communications Services	77,715	104,764	101,291	102,876	102,876
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	27,867	30,898	31,118	41,961	19,342
001-2023-521.46-00	Repair & Maintenance Services	122,022	158,369	256,006	126,005	201,050
001-2023-521.47-00	Printing & Binding	5,051	3,629	4,331	5,621	7,201
001-2023-521.48-00	Promotional Activities	-	373	101	-	-
001-2023-521.49-00	Other Charges/Obligations	4,183	9,093	8,352	5,796	5,796
001-2023-521.51-00	Office Supplies	1,178	594	619	3,328	3,328
001-2023-521.52-00	Operating Supplies	103,156	89,418	85,011	78,467	84,544
001-2023-521.52-01	Operating Supplies - Gasoline/Diesel/Lubric	163,505	129,966	144,856	179,830	201,410
001-2023-521.52-05	Operating Supplies - Uniforms	56,413	86,540	43,931	33,230	33,230
001-2023-521.54-01	Books/Pubs/Subsc/Memb - Prof Dues	-	-	25	200	-
001-2023-521.54-03	Books/Pubs/Subsc/Memb - Subscriptions	1,089	(2,438)	1,238	1,224	1,224
001-2023-521.54-04	Books/Pubs/Subsc/Memb - School Tuition	-	-	-	16,625	-
	Subtotal Operating	1,096,330	1,172,261	1,266,061	1,244,577	1,374,770
Total Police Patrol		\$6,126,063	\$6,131,722	\$6,228,736	\$6,918,658	\$6,998,771

Police COPS Grant

<i>Account</i>	<i>Description</i>	<i>2015 Actual</i>	<i>2016 Actual</i>	<i>2017 Actual</i>	<i>2018 Budget</i>	<i>2019 Final Budget</i>
Personnel						
001-2029-521.12-00	Regular Salaries & Wages	222,615	203,728	-	-	134,853
001-2029-521.12-02	Regular Salaries - Additional Pays	-	-	-	-	2,282
001-2029-521.12-06	Reg Salaries - Opt Out Health Insurance	1,200	1,100	-	-	702
001-2029-521.21-00	FICA/Medicare Taxes	16,958	15,526	-	-	10,545
001-2029-521.22-01	Retirement Contributions - FRS	-	-	-	-	33,682
001-2029-521.22-02	Retirement Contributions - Police Pension	77,308	64,794	-	-	-
001-2029-521.23-00	Medical Insurance	33,180	36,286	806	-	34,630
001-2029-521.23-02	Medical Insurance - Life & ST Disability	533	512	11	-	317
001-2029-521.24-00	Worker's Compensation	4,424	4,050	-	-	5,435
	Subtotal Personnel Services	356,218	325,996	817	-	222,446
Total Police COPS Grant		\$ 356,218	\$ 325,996	\$ 817	\$ -	\$ 222,446

Strategic Services

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

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

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

Police Investigations

Summary

Expenditures	2016 Actual	2017 Actual	2018 Budget	2019 Budget
Salaries	\$ 1,379,231	\$ 1,364,217	\$ 1,680,589	\$ 1,775,208
Benefits	602,850	635,242	848,808	927,561
Operating	239,360	203,339	273,514	264,590
Supplies	92,118	98,999	141,253	153,981
Capital	-	-	-	-
Total	\$ 2,313,559	\$ 2,301,797	\$ 2,944,164	\$ 3,121,340

Funding Source				
General Fund	\$ 2,313,559	\$ 2,301,797	\$ 2,944,164	\$ 3,121,340
Total	\$ 2,313,559	\$ 2,301,797	\$ 2,944,164	\$ 3,121,340

Our Accomplishments in 2017-18

- ❖ Clearance rate for Major Investigations 53.13%.
- ❖ Clearance rate for General investigations 24.06%
- ❖ Neighborhood Response Unit (NRU) made 278 arrests.

Goals and Objectives for 2018-19

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

POLICE - STRATEGIC SERVICES
(2024,2031, 2032, 2033, 2041)
Performance Measures

Activity	Actual 2015-2016	Actual 2016-2017	Expected 2017-2018	Proposed 2018-2019
# Homicide cases assigned to CID	6	3	9	0
# Homicide cases cleared by Arrest/Capias	3	0	6	0
# Agg Assault cases assigned to CID	60	55	58	0
# Agg Assault cases cleared by Arrest/Capias	21	15	11	0
# Robbery cases assigned to CID	110	105	72	0
# Robbery cases cleared by Arrest/Capias	9	8	12	0
# Sexual Assault cases assigned to CID	40	35	43	0
# Sexual Assault cases cleared by Arrest/Capias	15	10	10	0
# Burglary cases assigned to CID	364	350	321	0
# Burglary cases cleared by Arrest/Capias	4	3	19	0
# Larceny cases assigned to CID	617	600	793	0
# Larceny cases cleared by Arrest/Capias	23	20	32	0
Citations Issued	18,675	16,358	14,723	0
# of part 1 Crimes	3,224	3,266	1,306	15,000
Training Hours	2,051	12,237	14,000	2,400
FTO Training Hours	10,834	15,846	14,000	14,000
Number of CRU Outreach Events/Meetings	90	460	500	500

Authorized Positions

	Grade	Funded 2017	Funded 2018	+/-	Funded 2019	Authorized & Unfunded
Sergeant	209	3.00	3.00	-	3.00	
Captain **	214	0.55	0.55	0.05	0.60	
Lieutenant	213	1.00	1.00	-	1.00	
Crime Analyst	123	-	-	-	-	1.00
Crime Scene/Evidence Technician	413	3.00	3.00	-	3.00	
Administrative Specialist II	409	-	-	-	-	1.00
Officer	205	24.00	24.00	-	24.00	7.00
Total Full Time Equivalents		31.55	31.55	0.05	31.60	9.00

**Split between funds or departments/divisions

Police Investigations

<i>Account</i>	<i>Description</i>	<i>2015 Actual</i>	<i>2016 Actual</i>	<i>2017 Actual</i>	<i>2018 Budget</i>	<i>2019 Final Budget</i>
Personnel						
001-2024-521.12-00	Regular Salaries & Wages	1,369,727	1,234,395	1,231,316	1,531,666	1,610,814
001-2024-521.12-02	Regular Salaries - Additional Pays	29,021	24,217	27,503	28,228	33,073
001-2024-521.12-06	Reg Salaries - Opt Out Health Insurance	6,700	6,419	6,000	5,820	5,850
001-2024-521.14-00	Overtime	79,448	95,193	82,828	100,850	101,369
001-2024-521.15-00	Special Pay	6,722	4,220	3,722	970	6,786
001-2024-521.15-02	Special Pay - Police State Incentive	15,382	11,987	10,448	10,727	12,636
001-2024-521.15-07	Special Pay - Mortgage Assistance	6,800	2,800	2,400	2,328	4,680
001-2024-521.21-00	FICA/Medicare Taxes	113,627	103,267	102,051	128,598	135,838
001-2024-521.22-01	Retirement Contributions - FRS	19,449	27,183	29,142	25,875	111,839
001-2024-521.22-02	Retirement Contributions - Police Pension	398,681	299,206	314,472	402,737	334,008
001-2024-521.23-00	Medical Insurance	145,439	144,820	160,511	250,510	272,420
001-2024-521.23-02	Medical Insurance - Life & ST Disability	3,644	3,273	3,319	3,732	3,955
001-2024-521.24-00	Worker's Compensation	28,253	25,101	25,747	37,356	69,501
	Subtotal Personnel Services	2,222,893	1,982,081	1,999,459	2,529,397	2,702,769
Operating						
001-2024-521.40-00	Travel & Per Diem	6	2,211	320	11,205	-
001-2024-521.41-00	Communications Services	30,007	32,442	33,005	46,160	46,160
001-2024-521.44-00	Rentals & Leases	106,910	106,134	100,894	105,934	108,941
001-2024-521.45-02	Insurance - Auto Liability	13,576	15,054	10,086	13,987	6,448
001-2024-521.46-00	Repair & Maintenance Services	53,611	66,282	41,789	61,516	66,431
001-2024-521.47-00	Printing & Binding	1,467	3,245	3,173	3,300	3,300
001-2024-521.48-00	Promotional Activities	-	-	2,147	-	-
001-2024-521.49-00	Other Charges/Obligations	8,154	13,915	11,925	31,412	33,310
001-2024-521.51-00	Office Supplies	7,580	5,352	5,003	5,186	5,186
001-2024-521.52-00	Operating Supplies	15,550	28,269	27,971	28,649	32,649
001-2024-521.52-01	Operating Supplies - Gasoline/Diesel/Lubric	66,220	52,172	60,123	77,070	86,318
001-2024-521.52-05	Operating Supplies - Uniforms	7,084	6,065	5,148	13,384	13,384
001-2024-521.54-01	Books/Pubs/Subsc/Memb - Prof Dues	50	160	160	520	-
001-2024-521.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	-	100	-	-	-
001-2024-521.54-03	Books/Pubs/Subsc/Memb - Subscriptions	544	-	594	544	544
001-2024-521.54-04	Books/Pubs/Subsc/Memb - School Tuition	-	-	-	15,900	15,900
	Subtotal Operating	310,759	331,478	302,338	414,767	418,571
Total Police Investigations		\$2,533,652	\$2,313,559	\$2,301,797	\$2,944,164	\$3,121,340

Special Operations

Summary

Expenditures	2016 Actual	2017 Actual	2018 Budget	2019 Budget
Salaries	\$ 212,991	\$ 235,362	\$ -	\$ -
Benefits	90,293	103,475	-	-
Operating	9,099	7,423	-	-
Supplies	-	(1,370)	-	-
Capital	-	-	-	-
Total	\$ 312,383	\$ 344,890	\$ -	\$ -

Funding Source				
General Fund	\$ 312,383	\$ 344,890	\$ -	\$ -
Total	\$ 312,383	\$ 344,890	\$ -	\$ -

Police Special Operations

Account	Description	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2019 Final Budget
Personnel						
001-2030-521.12-00	Regular Salaries & Wages	61,293	201,029	215,867	-	-
001-2030-521.12-02	Regular Salaries - Additional Pays	718	2,615	2,988	-	-
001-2030-521.12-06	Reg Salaries - Opt Out Health Insurance	86	200	600	-	-
001-2030-521.14-00	Overtime	-	3,124	8,968	-	-
001-2030-521.15-00	Special Pay	349	1,942	2,642	-	-
001-2030-521.15-02	Special Pay - Police State Incentive	1,132	2,808	3,024	-	-
001-2030-521.15-07	Special Pay - Mortgage Assistance	-	1,273	1,273	-	-
001-2030-521.21-00	FICA/Medicare Taxes	4,785	15,902	17,612	-	-
001-2030-521.22-01	Retirement Contributions - FRS	-	-	229	-	-
001-2030-521.22-02	Retirement Contributions - Police Pension	9,992	45,699	57,160	-	-
001-2030-521.23-00	Medical Insurance	10,862	23,868	23,486	-	-
001-2030-521.23-02	Medical Insurance - Life & ST Disability	412	723	434	-	-
001-2030-521.24-00	Worker's Compensation	1,204	4,101	4,554	-	-
	Subtotal Personnel Services	90,833	303,284	338,837	-	-
Operating						
001-2030-521.40-00	Travel & Per Diem	-	-	31	-	-
001-2030-521.41-00	Communications Services	11,348	8,105	6,134	-	-
001-2030-521.46-00	Repair & Maintenance Services	1,814	277	-	-	-
001-2030-521.47-00	Printing & Binding	367	717	988	-	-
001-2030-521.48-00	Promotional Activities	-	-	270	-	-
001-2030-521.52-01	Operating Supplies - Gasoline/Diesel/Lubric	-	-	130	-	-
001-2030-521.52-05	Operating Supplies - Uniforms	30	-	-	-	-
001-2030-521.54-04	Books/Pubs/Subsc/Memb - School Tuition	-	-	(1,500)	-	-
	Subtotal Operating	13,559	9,099	6,053	-	-
Total Police Special Operations		\$ 104,392	\$ 312,383	\$ 344,890	\$ -	\$ -

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

Police Traffic

Summary

Expenditures	2016 Actual	2017 Actual	2018 Budget	2019 Budget
Salaries	\$ 294,398	\$ 357,887	\$ 543,390	\$ 465,504
Benefits	132,045	155,532	275,316	237,414
Operating	63,540	92,783	103,149	104,640
Supplies	18,788	24,804	31,455	35,515
Capital	-	-	-	-
Total	\$ 508,771	\$ 631,006	\$ 953,310	\$ 843,073

Funding Source				
General Fund	\$ 508,771	\$ 631,006	\$ 953,310	\$ 843,073
Total	\$ 508,771	\$ 631,006	\$ 953,310	\$ 843,073

Authorized Positions

	Grade	Funded 2017	Funded 2018	+/-	Funded 2019	Authorized & Unfunded
Captain **	214	0.15	0.15	0.05	0.20	-
Lieutenant **	213	0.34	0.34	0.16	0.50	-
Sergeant	209	1.00	1.00	-	1.00	-
Officer	205	7.00	7.00	-	7.00	7.00
Total Full Time Equivalents		8.49	8.49	0.21	8.70	7.00

**Split between funds or departments/divisions

Police Traffic						
Account	Description	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2019 Final Budget
Personnel						
001-2031-521.12-00	Regular Salaries & Wages	418,319	275,466	327,892	511,064	429,162
001-2031-521.12-02	Regular Salaries - Additional Pays	6,852	6,882	6,890	7,904	9,673
001-2031-521.12-05	Regular Salaries - Incentive Bonus	-	-	-	1,164	-
001-2031-521.12-06	Reg Salaries - Opt Out Health Insurance	1,443	1,103	-	-	-
001-2031-521.14-00	Overtime	8,560	4,499	16,377	17,695	17,786
001-2031-521.15-00	Special Pay	2,640	1,374	1,240	980	2,623
001-2031-521.15-02	Special Pay - Police State Incentive	7,646	5,074	5,276	4,583	6,260
001-2031-521.15-07	Special Pay - Mortgage Assistance	-	-	212	-	-
001-2031-521.21-00	FICA/Medicare Taxes	33,386	21,680	26,290	41,572	35,616
001-2031-521.22-01	Retirement Contributions - FRS	-	-	588	-	39,178
001-2031-521.22-02	Retirement Contributions - Police Pension	109,544	69,639	66,505	137,342	66,057
001-2031-521.23-00	Medical Insurance	35,748	34,512	54,484	83,207	77,340
001-2031-521.23-02	Medical Insurance - Life & ST Disability	912	599	743	1,068	895
001-2031-521.24-00	Worker's Compensation	7,977	5,615	6,922	12,127	18,328
	Subtotal Personnel Services	633,027	426,443	513,419	818,706	702,918
Operating						
001-2031-521.40-00	Travel & Per Diem	-	-	-	1,600	-
001-2031-521.41-00	Communications Services	5,685	5,812	6,365	11,344	11,344
001-2031-521.44-00	Rentals & Leases	33,600	33,600	41,475	42,000	47,075
001-2031-521.45-02	Insurance - Auto Liability	2,208	1,981	2,739	3,681	1,697
001-2031-521.46-00	Repair & Maintenance Services	31,671	21,115	41,892	43,434	43,434
001-2031-521.47-00	Printing & Binding	483	717	-	700	700
001-2031-521.49-00	Other Charges/Obligations	1,628	315	312	390	390
001-2031-521.51-00	Office Supplies	-	995	925	3,382	3,382
001-2031-521.52-00	Operating Supplies	7,111	848	479	4,628	8,128
001-2031-521.52-01	Operating Supplies - Gasoline/Diesel/Lubric	17,814	14,105	18,254	18,000	20,160
001-2031-521.52-05	Operating Supplies - Uniforms	5,121	2,840	4,981	3,692	3,692
001-2031-521.54-03	Books/Pubs/Subsc/Memb - Subscriptions	153	-	165	153	153
001-2031-521.54-04	Books/Pubs/Subsc/Memb - School Tuition	-	-	-	1,600	-
	Subtotal Operating	105,474	82,328	117,587	134,604	140,155
Total Police Traffic		\$ 738,501	\$ 508,771	\$ 631,006	\$ 953,310	\$ 843,073

Police School Resource Officers

Summary

Expenditures	2016 Actual	2017 Actual	2018 Budget	2019 Budget
Salaries	\$ 365,759	\$ 575,238	\$ 689,179	\$ 905,557
Benefits	175,256	272,521	393,124	528,581
Operating	19,954	22,168	33,467	28,483
Supplies	14,035	16,439	38,451	37,534
Capital	-	-	-	-
Total	\$ 575,004	\$ 886,366	\$ 1,154,221	\$ 1,500,155

Funding Source				
General Fund	\$ 575,004	\$ 886,366	\$ 1,154,221	\$ 1,500,155
Total	\$ 575,004	\$ 886,366	\$ 1,154,221	\$ 1,500,155

Authorized Positions

	Grade	Funded 2017	Funded 2018	+/-	Funded 2019	Authorized & Unfunded
Captain **	214	0.15	0.15	0.05	0.20	
Lieutenant **	213	0.33	0.33	0.17	0.50	
Sergeant	209	1.00	1.00	1.00	2.00	
Officer	205	7.00	7.00	6.00	13.00	7.00
Total Full Time Equivalents		8.48	8.48	7.22	15.70	7.00

**Split between funds or departments/divisions

Police School Resource Officers

<i>Account</i>	<i>Description</i>	<i>2015 Actual</i>	<i>2016 Actual</i>	<i>2017 Actual</i>	<i>2018 Budget</i>	<i>2019 Final Budget</i>
Personnel						
001-2032-521.12-00	Regular Salaries & Wages	368,361	347,455	541,528	648,019	855,758
001-2032-521.12-02	Regular Salaries - Additional Pays	1,615	2,585	4,739	5,923	11,781
001-2032-521.12-06	Reg Salaries - Opt Out Health Insurance	400	2,405	2,200	2,328	2,340
001-2032-521.14-00	Overtime	4,299	7,177	15,531	17,695	17,786
001-2032-521.15-00	Special Pay	1,504	1,508	3,761	5,757	7,069
001-2032-521.15-02	Special Pay - Police State Incentive	4,304	4,629	7,479	9,457	10,823
001-2032-521.21-00	FICA/Medicare Taxes	28,565	27,499	43,235	52,725	69,280
001-2032-521.22-01	Retirement Contributions - FRS	-	-	-	-	34,335
001-2032-521.22-02	Retirement Contributions - Police Pension	85,266	101,300	153,540	206,774	229,154
001-2032-521.23-00	Medical Insurance	36,222	38,705	63,346	116,423	158,143
001-2032-521.23-02	Medical Insurance - Life & ST Disability	643	753	1,237	1,589	2,062
001-2032-521.24-00	Worker's Compensation	6,681	6,999	11,163	15,613	35,607
	Subtotal Personnel Services	537,860	541,015	847,759	1,082,303	1,434,138
Operating						
001-2032-521.40-00	Travel & Per Diem	-	-	-	3,000	-
001-2032-521.41-00	Communications Services	6,318	5,136	5,387	13,368	13,368
001-2032-521.45-02	Insurance - Auto Liability	2,208	1,981	2,739	3,681	1,697
001-2032-521.46-00	Repair & Maintenance Services	13,152	12,557	13,730	11,455	11,455
001-2032-521.47-00	Printing & Binding	-	-	-	1,612	1,612
001-2032-521.49-00	Other Charges/Obligations	280	280	312	351	351
001-2032-521.51-00	Office Supplies	-	-	-	786	786
001-2032-521.52-00	Operating Supplies	-	-	83	4,147	4,147
001-2032-521.52-01	Operating Supplies - Gasoline/Diesel/Lubric	17,814	14,035	16,174	25,690	28,773
001-2032-521.52-05	Operating Supplies - Uniforms	-	-	-	3,692	3,692
001-2032-521.54-03	Books/Pubs/Subsc/Memb - Subscriptions	289	-	182	136	136
001-2032-521.54-04	Books/Pubs/Subsc/Memb - School Tuition	-	-	-	4,000	-
	Subtotal Operating	40,061	33,989	38,607	71,918	66,017
Total Police School Resource Officers		\$ 577,921	\$ 575,004	\$ 886,366	\$1,154,221	\$1,500,155

Police CRU

Summary

Expenditures	2016 Actual	2017 Actual	2018 Budget	2019 Budget
Salaries	\$ 353,821	\$ 476,684	\$ 527,896	\$ 467,901
Benefits	174,092	222,002	281,410	255,973
Operating	20,643	22,367	31,267	28,483
Supplies	14,384	18,879	32,085	31,301
Capital	-	-	-	-
Total	\$ 562,940	\$ 739,932	\$ 872,658	\$ 783,658

Funding Source				
General Fund	\$ 562,940	\$ 739,932	\$ 872,658	\$ 783,658
Total	\$ 562,940	\$ 739,932	\$ 872,658	\$ 783,658

Authorized Positions

	Grade	Funded 2017	Funded 2018	+/-	Funded 2019	Authorized & Unfunded
Captain **	214	0.15	0.15	0.18	0.33	
Lieutenant **	213	0.33	0.33	(0.33)	-	
Sergeant	209	1.00	1.00	-	1.00	
Officer	205	6.00	6.00	-	6.00	7.00
Volunteer Program Coordinator	410	1.00	1.00	-	1.00	
Total Full Time Equivalents		8.48	8.48	(0.15)	8.33	7.00

**Split between funds or departments/divisions

Police CRU

<i>Account</i>	<i>Description</i>	<i>2015 Actual</i>	<i>2016 Actual</i>	<i>2017 Actual</i>	<i>2018 Budget</i>	<i>2019 Final Budget</i>
Personnel						
001-2033-521.12-00	Regular Salaries & Wages	253,474	299,325	418,672	493,545	433,288
001-2033-521.12-02	Regular Salaries - Additional Pays	4,120	4,406	5,137	6,369	5,891
001-2033-521.12-06	Reg Salaries - Opt Out Health Insurance	1,171	1,203	1,800	2,328	1,557
001-2033-521.14-00	Overtime	34,204	42,216	41,868	17,695	17,786
001-2033-521.15-00	Special Pay	174	2,450	3,652	3,391	4,817
001-2033-521.15-02	Special Pay - Police State Incentive	1,529	4,221	5,555	4,568	4,562
001-2033-521.21-00	FICA/Medicare Taxes	21,687	26,242	35,749	40,395	35,809
001-2033-521.22-01	Retirement Contributions - FRS	2,622	2,714	3,229	2,928	34,142
001-2033-521.22-02	Retirement Contributions - Police Pension	74,994	91,990	119,375	142,756	87,074
001-2033-521.23-00	Medical Insurance	29,200	46,446	54,154	83,096	80,803
001-2033-521.23-02	Medical Insurance - Life & ST Disability	654	892	1,192	1,292	1,198
001-2033-521.24-00	Worker's Compensation	4,814	5,808	8,303	10,943	16,947
	Subtotal Personnel Services	428,643	527,913	698,686	809,306	723,874
Operating						
001-2033-521.40-00	Travel & Per Diem	-	-	-	800	-
001-2033-521.41-00	Communications Services	5,521	5,860	5,675	13,368	13,368
001-2033-521.45-02	Insurance - Auto Liability	2,208	1,981	2,739	3,681	1,697
001-2033-521.46-00	Repair & Maintenance Services	13,152	12,557	13,641	11,455	11,455
001-2033-521.47-00	Printing & Binding	-	-	-	1,612	1,612
001-2033-521.49-00	Other Charges/Obligations	245	245	312	351	351
001-2033-521.51-00	Office Supplies	35	73	26	786	786
001-2033-521.52-00	Operating Supplies	54	276	262	4,147	4,147
001-2033-521.52-01	Operating Supplies - Gasoline/Diesel/Lubric	17,812	14,035	16,174	20,552	23,018
001-2033-521.52-05	Operating Supplies - Uniforms	-	-	2,285	3,231	3,231
001-2033-521.54-01	Books/Pubs/Subsc/Memb - Prof Dues	-	-	132	650	-
001-2033-521.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	-	-	-	300	-
001-2033-521.54-03	Books/Pubs/Subsc/Memb - Subscriptions	-	-	-	119	119
001-2033-521.54-04	Books/Pubs/Subsc/Memb - School Tuition	-	-	-	2,300	-
	Subtotal Operating	39,027	35,027	41,246	63,352	59,784
Total Police CRU		\$ 467,670	\$ 562,940	\$ 739,932	\$ 872,658	\$ 783,658

Police Training

Summary

Expenditures	2016 Actual	2017 Actual	2018 Budget	2019 Budget
Salaries	\$ 682,297	\$ 834,047	\$ 731,601	\$ 750,785
Benefits	311,928	416,092	470,490	444,959
Operating	11,750	12,836	14,790	16,111
Supplies	34,604	43,023	61,755	107,167
Capital	-	-	-	-
Total	\$ 1,040,579	\$ 1,305,998	\$ 1,278,636	\$ 1,319,022

Funding Source				
General Fund	\$ 1,040,579	\$ 1,305,998	\$ 1,278,636	\$ 1,319,022
Total	\$ 1,040,579	\$ 1,305,998	\$ 1,278,636	\$ 1,319,022

Authorized Positions

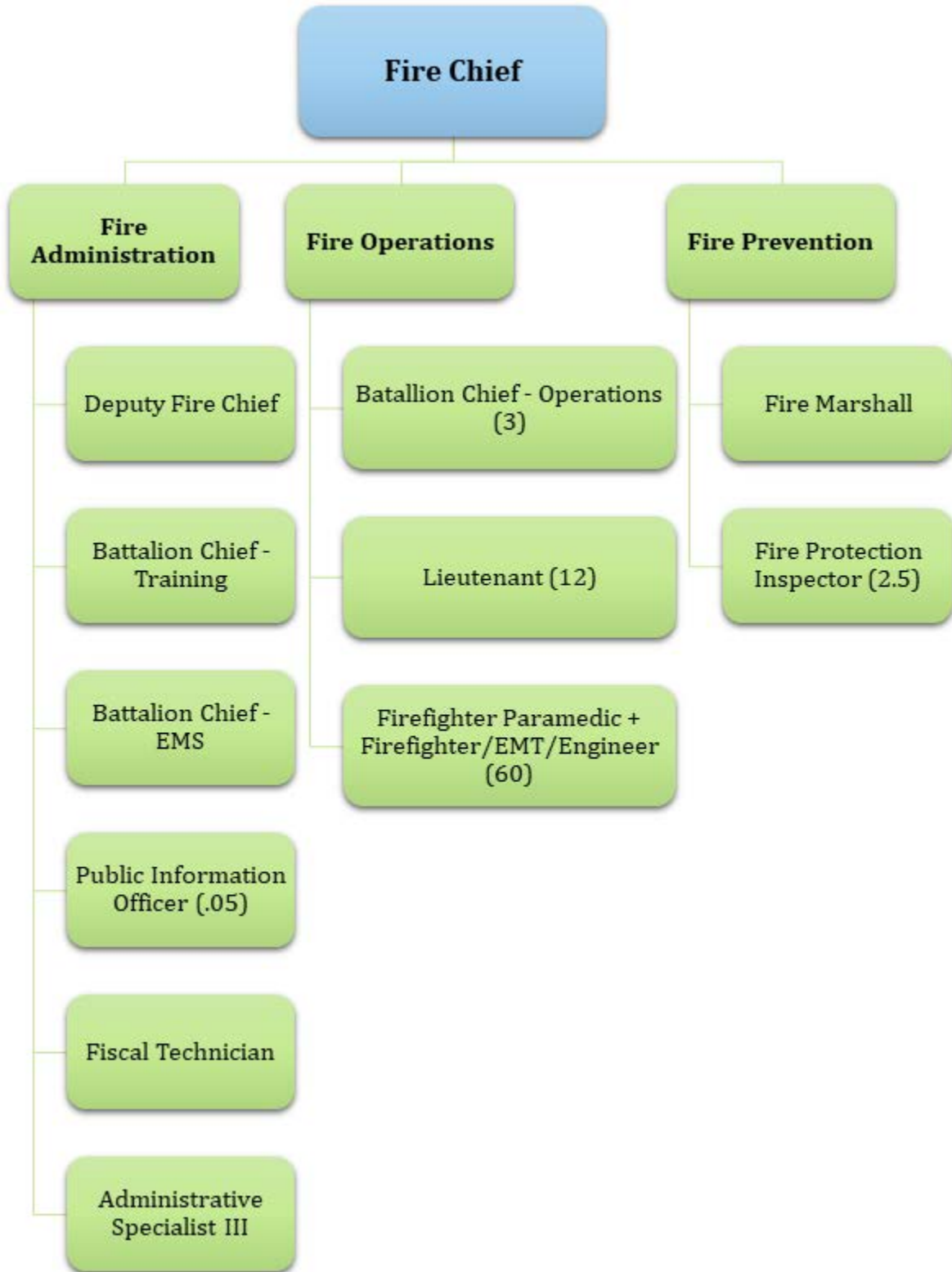
	Grade	Funded 2017	Funded 2018	+/-	Funded 2019	Authorized & Unfunded
Sergeant	209	1.00	1.00	-	1.00	
Captain **	214	-	-	0.33	0.33	
Officer	205	1.00	1.00	-	1.00	
Total Full Time Equivalent		2.00	2.00	0.33	2.33	-

**Split between funds or departments/divisions

Police Training

<i>Account</i>	<i>Description</i>	<i>2015 Actual</i>	<i>2016 Actual</i>	<i>2017 Actual</i>	<i>2018 Budget</i>	<i>2019 Proposed Budget</i>
Personnel						
001-2041-521.12-00	Regular Salaries & Wages	511,099	638,332	759,873	713,422	727,237
001-2041-521.12-02	Regular Salaries - Additional Pays	6,485	7,886	14,496	10,651	13,925
001-2041-521.12-06	Reg Salaries - Opt Out Health Insurance	1,171	700	900	1,164	387
001-2041-521.14-00	Overtime	14,525	29,250	54,065	-	-
001-2041-521.15-00	Special Pay	3,728	3,153	2,303	2,872	3,900
001-2041-521.15-02	Special Pay - Police State Incentive	3,308	2,976	2,410	3,492	5,336
001-2041-521.21-00	FICA/Medicare Taxes	40,447	51,136	61,378	55,968	57,441
001-2041-521.22-01	Retirement Contributions - FRS	115	187	4,214	-	183,056
001-2041-521.22-02	Retirement Contributions - Police Pension	173,482	179,499	204,190	229,598	-
001-2041-521.23-00	Medical Insurance	53,279	67,088	129,316	166,636	173,149
001-2041-521.23-02	Medical Insurance - Life & ST Disability	869	1,072	898	1,707	1,777
001-2041-521.24-00	Worker's Compensation	10,606	12,946	16,096	16,581	29,536
	Subtotal Personnel Services	819,114	994,225	1,250,139	1,202,091	1,195,744
Operating						
001-2041-521.40-00	Travel & Per Diem	-	-	-	4,800	8,105
001-2041-521.41-00	Communications Services	4,552	6,658	6,434	2,992	2,992
001-2041-521.45-02	Insurance - Auto Liability	2,156	1,981	2,739	3,681	1,697
001-2041-521.46-00	Repair & Maintenance Services	3,470	2,951	3,215	3,099	3,099
001-2041-521.47-00	Printing & Binding	-	-	-	140	140
001-2041-521.49-00	Other Charges/Obligations	2,567	160	448	78	78
001-2041-521.51-00	Office Supplies	462	350	521	786	786
001-2041-521.52-00	Operating Supplies	34,587	31,430	38,290	39,574	39,574
001-2041-521.52-01	Operating Supplies - Gasoline/Diesel/Lubric	4,186	3,298	3,801	5,138	5,755
001-2041-521.52-05	Operating Supplies - Uniforms	32	156	378	923	923
001-2041-521.54-01	Books/Pubs/Subsc/Memb - Prof Dues	-	-	-	1,500	3,470
001-2041-521.54-03	Books/Pubs/Subsc/Memb - Subscriptions	-	(630)	33	34	34
001-2041-521.54-04	Books/Pubs/Subsc/Memb - School Tuition	-	-	-	13,800	56,625
	Subtotal Operating	52,012	46,354	55,859	76,545	123,278
Total Police Training		\$ 871,126	\$ 1,040,579	\$ 1,305,998	\$ 1,278,636	\$ 1,319,022

FIRE DEPARTMENT



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 84.55 FTE's, 82.87 of which are certified firefighters, the Fire Department is the second largest department in the General Fund.

The Fire Department contains three divisions: administration, operations, and building & fire prevention. These divisions operate a variety of programs aimed at supporting the City's mission and goals.

Summary

Expenditures	2016 Actual	2017 Actual	2018 Budget	2019 Budget
Salaries	\$ 4,773,005	\$ 5,031,047	\$ 5,597,104	\$ 5,700,714
Benefits	2,081,298	2,279,874	2,711,763	2,982,466
Operating	783,900	848,028	943,531	900,431
Supplies	432,074	489,742	519,982	548,505
Capital	28,970	7,800	-	-
Total	\$ 8,099,247	\$ 8,656,491	\$ 9,772,380	\$ 10,132,116

Funding Source				
General Fund	\$ 8,099,247	\$ 8,656,491	\$ 9,772,380	\$ 10,132,116
Total	\$ 8,099,247	\$ 8,656,491	\$ 9,772,380	\$ 10,132,116

Fire Department as a percentage of General Fund

21.5%



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	2016 Actual	2017 Actual	2018 Budget	2019 Budget
Salaries	\$ 337,375	\$ 392,277	\$ 489,813	\$ 502,508
Benefits	148,313	171,389	239,307	255,571
Operating	35,802	45,606	45,041	55,798
Supplies	15,823	18,214	21,397	23,657
Capital	-	-	-	-
Total	\$ 537,313	\$ 627,486	\$ 795,558	\$ 837,534

Funding Source				
General Fund	\$ 537,313	\$ 627,486	\$ 795,558	\$ 837,534
Total	\$ 537,313	\$ 627,486	\$ 795,558	\$ 837,534

Our Accomplishments in 2017-18

- ❖ Implemented task books for various positions in operations to improve succession planning in the department.
- ❖ Implemented an employee staffing and notification program.
- ❖ Continued the training of all new personnel and refresher training as needed for existing employees on Swift Assisted Victim Extraction (SAVE) to coordinate law enforcement and fire personnel actions in active shooter incidents.
- ❖ Coordinated an airport drill to improve our emergency preparedness.
- ❖ Activated the EOC for Hurricane IRMA.
- ❖ Improved communications with the public through social media.
- ❖ Trained and orientated 12 new recruits in our 6 week program to prepare them for shift work.
- ❖ Purchased and placed in service replacement stretchers for all front line and reserve rescues.
- ❖ Re-qualified all engineers with the pump training.

Goals and Objectives for 2018-19

- ❖ 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.
- ❖ 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 2015-2016	Actual 2016-2017	Expected 2017-2018	Proposed 2018-2019
# Unit Responses	18,006	18,345	18,721	18,910
# of calls inside city	18,222	18,406	18,406	18,406
# of total calls responded to by City units	10,334	10,019	10,867	10,121
- EMS/Rescue/Fire related/Other	7,902/246/1,193	7944/253/1088	8191/222/2454	8024/255/1153
# of Transports	4,647	4,646	4,757	4,646
# First responder calls outside City	2,346	1,703	1,703	2,450
# of other first responder calls inside City	5,801	5,521	5,521	5,905
% calls with response time 5 minutes or less	28.0%	30.0%	30.0%	30.0%
- Fire related/EMS/Rescue	30.0%/29.0%	30.0%/30.0%	30.0%/30.0%	30.0%/30.0%
% calls as first responder outside City	23.0%	17.0%	17.0%	17.0%
% calls as first responder inside City	32.0%	30.0%	30.0%	30.0%
Property Loss	388,450	786,807	711,692	450,000
Civilian Injuries	0	1	1	1
Civilian Deaths	0	1	1	1
Cost per call	698.28	716.10	704.63	730.88
Unscheduled Leave Hours	7,677	10,650	9,168	8,230
Unscheduled Leave Shifts	319.89	443.00	382.00	342.00

Authorized Positions

	Grade	Funded 2017	Funded 2018	+/-	Funded 2019	Authorized & Unfunded
Fire Chief	432	1.00	1.00	-	1.00	-
Deputy Fire Chief	216	1.00	1.00	-	1.00	-
Battalion Chief - Training	213	1.00	1.00	-	1.00	-
Battalion Chief - Emergency Medical Services	213	1.00	1.00	-	1.00	-
Public Information Officer **	422	0.05	0.05	-	0.05	-
Administrative Specialist III	412	1.00	1.00	-	1.00	-
Fiscal Specialist	412	1.00	1.00	-	1.00	-
Total Full Time Equivalents		6.05	6.05	-	6.05	-

**Split between funds or departments/divisions

Fire Administration

Account	Description	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2019 Final Budget
Personnel						
001-3003-522.12-00	Regular Salaries & Wages	303,409	306,861	358,133	460,253	472,948
001-3003-522.12-06	Reg Salaries - Opt Out Health Insurance	1,200	1,203	1,200	1,173	1,173
001-3003-522.14-00	Overtime	9,911	4,551	5,086	-	-
001-3003-522.15-00	Special Pay	24,840	24,760	27,858	28,387	28,387
001-3003-522.21-00	FICA/Medicare Taxes	25,142	24,900	29,110	37,491	38,544
001-3003-522.22-01	Retirement Contributions - FRS	5,750	5,743	6,930	7,311	7,749
001-3003-522.22-03	Retirement Contributions - Fire Pension	80,907	77,404	91,153	123,500	126,975
001-3003-522.23-00	Medical Insurance	28,074	31,678	34,066	56,535	58,443
001-3003-522.23-02	Medical Insurance - Life & ST Disability	1,667	1,838	2,248	2,398	2,457
001-3003-522.24-00	Worker's Compensation	6,653	6,750	7,882	12,072	21,403
	Subtotal Personnel Services	487,553	485,688	563,666	729,120	758,079
Operating						
001-3003-522.31-00	Professional Services	1,695	1,760	1,750	2,060	1,888
001-3003-522.34-00	Other Contractual Services	6,278	7,378	5,778	12,028	19,028
001-3003-522.40-00	Travel & Per Diem	3,159	4,246	3,408	5,695	5,381
001-3003-522.41-00	Communications Services	6,519	6,758	7,519	6,332	7,577
001-3003-522.42-00	Postage & Transportation	-	-	196	-	150
001-3003-522.44-00	Rentals & Leases	2,140	2,140	3,265	2,140	2,140
001-3003-522.45-01	Insurance - Operating Liability	212	358	413	421	464
001-3003-522.45-02	Insurance - Auto Liability	1,707	1,838	1,692	1,986	960
001-3003-522.46-00	Repair & Maintenance Services	2,886	10,299	10,879	13,300	13,450
001-3003-522.47-00	Printing & Binding	202	132	317	225	275
001-3003-522.49-00	Other Charges/Obligations	599	893	10,389	854	4,485
001-3003-522.51-00	Office Supplies	501	832	277	1,100	800
001-3003-522.52-00	Operating Supplies	5,295	3,162	4,668	6,000	6,000
001-3003-522.52-01	Operating Supplies - Gasoline/Diesel/Lubric	7,753	5,272	6,740	6,527	8,858
001-3003-522.52-05	Operating Supplies - Uniforms	2,215	2,744	1,849	3,000	3,000
001-3003-522.54-01	Books/Pubs/Subsc/Memb - Prof Dues	1,154	944	1,170	895	899
001-3003-522.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	1,445	2,494	3,065	3,080	3,305
001-3003-522.54-03	Books/Pubs/Subsc/Memb - Subscriptions	384	375	445	795	795
	Subtotal Operating	44,144	51,625	63,820	66,438	79,455
Total Fire Administration		\$ 531,697	\$ 537,313	\$ 627,486	\$ 795,558	\$ 837,534

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	2016 Actual	2017 Actual	2018 Budget	2019 Budget
Salaries	\$ 4,228,386	\$ 4,408,237	\$ 4,831,011	\$ 4,885,514
Benefits	1,855,902	2,020,714	2,343,651	2,560,883
Operating	736,255	783,541	877,478	824,506
Supplies	405,264	461,649	483,413	510,827
Capital	28,970	7,800	-	-
Total	\$ 7,254,777	\$ 7,681,941	\$ 8,535,553	\$ 8,781,730

Funding Source				
General Fund	\$ 7,254,777	\$ 7,681,941	\$ 8,535,553	\$ 8,781,730
Total	\$ 7,254,777	\$ 7,681,941	\$ 8,535,553	\$ 8,781,730

Our Accomplishments in 2017-18

- ❖ Implemented a post-traumatic stress de-briefing team with UCF.
- ❖ Institutionalized a fire station safety inspection policy in accordance with state law.
- ❖ Finalized plans to construct a new training prop behind fire station 32.
- ❖ Implemented a new program for pre-fire plans.
- ❖ Enhanced operational readiness.

Goals and Objectives for 2018-19

- ❖ 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 2015-2016	Actual 2016-2017	Expected 2017-2018	Proposed 2018-2019
# Unit Responses	18,006	18,345	18,721	18,910
# of calls inside city	18,222	18,406	18,406	18,406
# of total calls responded to by City units	10,334	10,019	10,867	10,121
- EMS/Rescue/Fire related/Other	7,902/246/1,193	7944/253/1088	8191/222/2454	8024/255/1153
# of Transports	4,647	4,646	4,757	4,646
# First responder calls outside City	2,346	1,703	1,703	2,450
# of other first responder calls inside City	5,801	5,521	5,521	5,905
% calls with response time 5 minutes or less	28.0%	30.0%	30.0%	30.0%
- Fire related/EMS/Rescue	30.0%/29.0%	30.0%/30.0%	30.0%/30.0%	30.0%/30.0%
% calls as first responder outside City	23.0%	17.0%	17.0%	17.0%
% calls as first responder inside City	32.0%	30.0%	30.0%	30.0%
Property Loss	388,450	786,807	711,692	450,000
Civilian Injuries	0	1	1	1
Civilian Deaths	0	1	1	1
Cost per call	698.28	716.10	704.63	730.88
Unscheduled Leave Hours	7,677	10,650	9,168	8,230
Unscheduled Leave Shifts	319.89	443.00	382.00	342.00

Authorized Positions

	Grade	Funded 2017	Funded 2018	+/-	Funded 2019	Authorized & Unfunded
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	57.00	60.00	-	60.00	1.00
Firefighter/EMT/Engineer	203	-	-	-	-	-
Total Full Time Equivalents		72.00	75.00	-	75.00	1.00

Fire Operations						
Account	Description	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2019 Final Budget

Personnel

001-3001-522.12-00	Regular Salaries & Wages	3,191,402	3,103,861	3,236,906	3,302,311	3,410,521
001-3001-522.12-02	Regular Salaries - Additional Pays	487	523	510	7,910	2,339
001-3001-522.12-06	Reg Salaries - Opt Out Health Insurance	16,200	15,236	12,500	16,422	14,076
001-3001-522.14-00	Overtime	327,590	463,254	518,195	750,608	732,130
001-3001-522.14-02	Overtime - Garcia Overtime	239,368	228,037	231,366	294,172	297,383
001-3001-522.15-00	Special Pay	410,800	417,475	408,760	459,588	429,065
001-3001-522.21-00	FICA/Medicare Taxes	310,180	314,664	330,510	369,684	374,384
001-3001-522.22-01	Retirement Contributions - FRS	-	-	635	-	165,913
001-3001-522.22-03	Retirement Contributions - Fire Pension	1,055,966	981,230	1,096,023	1,141,953	1,004,549
001-3001-522.23-00	Medical Insurance	388,173	438,385	464,664	660,503	740,661
001-3001-522.23-02	Medical Insurance - Life & ST Disability	19,133	20,329	21,247	20,239	20,753
001-3001-522.24-00	Worker's Compensation	102,318	101,294	107,635	151,272	254,623
	Subtotal Personnel Services	6,061,617	6,084,288	6,428,951	7,174,662	7,446,397

Operating

001-3001-522.31-00	Professional Services	29,399	33,634	31,666	73,500	65,820
001-3001-522.34-00	Other Contractual Services	87,142	64,507	114,150	112,818	111,813
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	2,157	322	1,564	600	600
001-3001-522.41-00	Communications Services	22,005	28,614	28,284	31,548	33,454
001-3001-522.42-00	Postage & Transportation	454	716	1,274	825	1,000
001-3001-522.43-00	Utility Services	94,968	93,654	91,677	93,180	97,621
001-3001-522.44-00	Rentals & Leases	6,271	7,058	6,882	6,882	682
001-3001-522.45-01	Insurance - Operating Liability	25,971	52,211	53,380	63,139	57,331
001-3001-522.45-02	Insurance - Auto Liability	47,610	54,323	56,239	64,537	32,433
001-3001-522.46-00	Repair & Maintenance Services	310,840	331,623	322,942	359,989	352,312
001-3001-522.47-00	Printing & Binding	814	939	834	1,110	990
001-3001-522.48-00	Promotional Activities	644	-	-	300	300
001-3001-522.49-00	Other Charges/Obligations	3,259	3,504	9,499	3,900	5,000
001-3001-522.51-00	Office Supplies	4,190	3,134	3,081	3,500	3,500
001-3001-522.52-00	Operating Supplies	223,176	257,205	284,142	263,220	278,200
001-3001-522.52-01	Operating Supplies - Gasoline/Diesel/Lubric	84,749	66,061	77,228	86,082	91,139
001-3001-522.52-05	Operating Supplies - Uniforms	31,920	39,240	50,566	55,200	55,200
001-3001-522.52-21	Operating Supplies - CPR Class Materials	365	1,358	460	1,400	1,000
001-3001-522.54-01	Books/Pubs/Subsc/Memb - Prof Dues	5,039	410	2,530	2,708	5,650
001-3001-522.54-02	Books/Pubs/Subsc/Memb - Conf/Seminar	3,355	2,351	3,406	5,995	6,230
001-3001-522.54-03	Books/Pubs/Subsc/Memb - Subscriptions	7,595	8,886	22,707	19,308	23,908
001-3001-522.54-04	Books/Pubs/Subsc/Memb - School Tuition	25,434	26,619	17,529	46,000	46,000
	Subtotal Operating	1,082,507	1,141,519	1,245,190	1,360,891	1,335,333

Capital

001-3001-522.64-00	Machinery & Equipment	13,581	28,970	7,800	-	-
	Subtotal Capital	13,581	28,970	7,800	-	-

Total Fire Operations	\$7,157,705	\$7,254,777	\$7,681,941	\$8,535,553	\$8,781,730
------------------------------	--------------------	--------------------	--------------------	--------------------	--------------------

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	2016 Actual	2017 Actual	2018 Budget	2019 Budget
Salaries	\$ 207,244	\$ 230,533	\$ 276,280	\$ 312,692
Benefits	77,083	87,771	128,805	166,012
Operating	11,843	18,881	21,012	20,127
Supplies	10,987	9,879	15,172	14,021
Capital	-	-	-	-
Total	\$ 307,157	\$ 347,064	\$ 441,269	\$ 512,852

Funding Source				
General Fund	\$ 307,157	\$ 347,064	\$ 441,269	\$ 512,852
Total	\$ 307,157	\$ 347,064	\$ 441,269	\$ 512,852

Our Accomplishments in 2017-18

- ❖ Worked on public records disposition in accordance with State Law.
- ❖ Completed over 2,000 annual fire inspections.
- ❖ Installed smoke detectors in high hazard areas in partnership with the American Red Cross.

Goals and Objectives for 2018-19

- ❖ Fully fund an additional Fire Inspector position.
- ❖ Improve our public education events and public awareness of fire safety.
- ❖ Expand our smoke detector replacement program.
- ❖ Improve social media presence.

FIRE - PREVENTION
Performance Measures

Activity	Actual 2015-2016	Actual 2016-2017	Expected 2017-2018	Proposed 2018-2019
Annual Inspections	2,206	2,260	1,500	2,000
Reinspections	281	270	266	300
Investigations	25	60	45	40
PIO	5	3	3	3
Public Education Events	65	90	60	75
Car Seat Classes	31	12	12	12

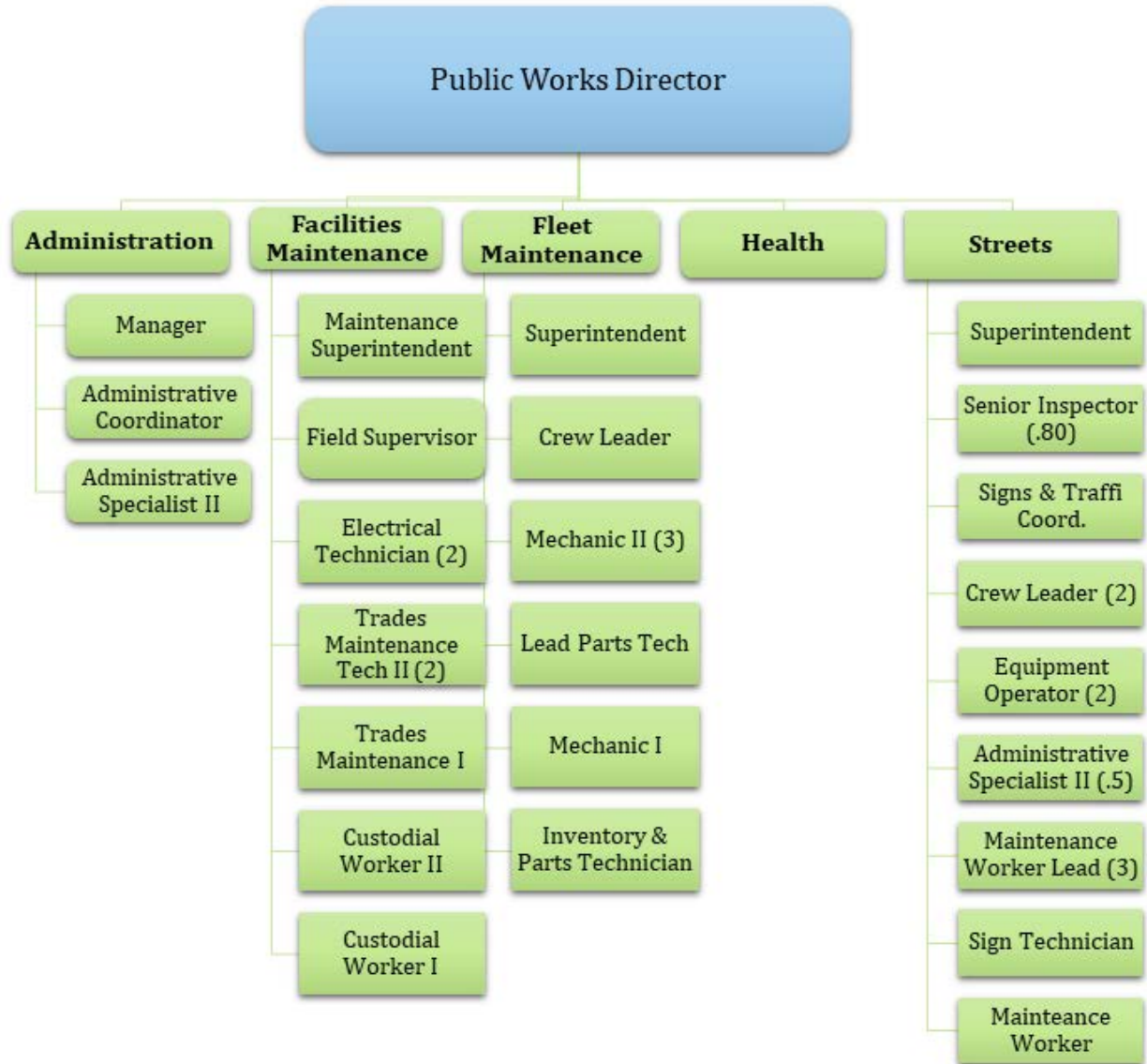
Authorized Positions

	Grade	Funded 2017	Funded 2018	+/-	Funded 2019	Authorized & Unfunded
Fire Marshall	214	0.42	0.42	0.58	1.00	-
Fire Protection Inspector	417	2.50	2.50	-	2.50	1.00
Total Full Time Equivalents		2.92	2.92	0.58	3.50	1.00

Fire Prevention

Account	Description	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2019 Final Budget
Personnel						
001-3002-522.12-00	Regular Salaries & Wages	155,102	158,395	174,665	196,726	232,721
001-3002-522.12-02	Regular Salaries - Additional Pays	487	523	1,721	128	128
001-3002-522.13-00	Part Time Wages	19,606	21,108	20,501	22,861	23,547
001-3002-522.14-00	Overtime	29,562	17,903	23,180	46,326	45,308
001-3002-522.15-00	Special Pay	9,388	9,315	10,466	10,239	10,988
001-3002-522.21-00	FICA/Medicare Taxes	15,658	15,046	16,867	21,185	23,964
001-3002-522.22-01	Retirement Contributions - FRS	-	-	90	-	5,847
001-3002-522.22-03	Retirement Contributions - Fire Pension	42,129	36,602	42,838	48,727	72,662
001-3002-522.23-00	Medical Insurance	17,535	19,172	20,903	49,482	46,292
001-3002-522.23-02	Medical Insurance - Life & ST Disability	867	914	1,144	1,138	976
001-3002-522.24-00	Worker's Compensation	5,327	5,349	5,929	8,273	16,271
	Subtotal Personnel Services	295,661	284,327	318,304	405,085	478,704
Operating						
001-3002-522.31-00	Professional Services	1,275	1,320	1,310	1,545	1,416
001-3002-522.40-00	Travel & Per Diem	-	584	132	750	850
001-3002-522.41-00	Communications Services	3,937	3,989	5,426	3,942	4,426
001-3002-522.42-00	Postage & Transportation	36	10	168	30	150
001-3002-522.44-00	Rentals & Leases	713	713	713	713	713
001-3002-522.45-01	Insurance - Operating Liability	244	412	574	586	710
001-3002-522.45-02	Insurance - Auto Liability	1,201	1,293	1,633	1,916	1,102
001-3002-522.46-00	Repair & Maintenance Services	10,834	2,829	6,350	7,800	7,550
001-3002-522.47-00	Printing & Binding	545	494	891	740	920
001-3002-522.48-00	Promotional Activities	1,284	150	1,490	2,800	2,000
001-3002-522.49-00	Other Charges/Obligations	234	49	194	190	290
001-3002-522.51-00	Office Supplies	521	484	272	600	400
001-3002-522.52-00	Operating Supplies	822	962	981	1,000	1,000
001-3002-522.52-01	Operating Supplies - Gasoline/Diesel/Lubric	7,285	5,528	5,259	6,782	6,915
001-3002-522.52-05	Operating Supplies - Uniforms	1,097	1,943	581	3,000	2,500
001-3002-522.54-01	Books/Pubs/Subsc/Memb - Prof Dues	375	115	115	435	330
001-3002-522.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	136	275	480	1,084	485
001-3002-522.54-03	Books/Pubs/Subsc/Memb - Subscriptions	375	1,680	2,191	2,271	2,391
	Subtotal Operating	30,914	22,830	28,760	36,184	34,148
Total Fire Prevention		\$ 326,575	\$ 307,157	\$ 347,064	\$ 441,269	\$ 512,852

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

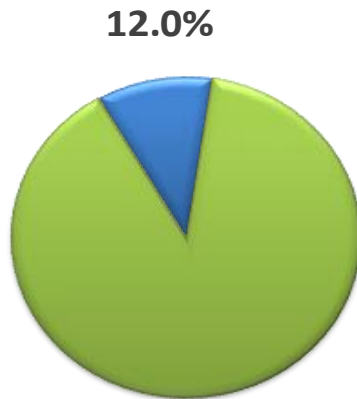
The Public Works Department includes a variety of divisions, most of which are dedicated to the construction operation and maintenance of infrastructure.

Summary

Expenditures	2016 Actual	2017 Actual	2018 Budget	2019 Budget
Salaries	\$ 1,405,999	\$ 1,360,616	\$ 1,538,994	\$ 1,504,305
Benefits	481,223	483,920	662,266	727,371
Operating	572,873	976,280	784,133	769,365
Supplies	154,568	132,151	164,150	184,149
Capital	-	-	-	-
Total	\$ 2,614,663	\$ 2,952,967	\$ 3,149,543	\$ 3,185,190

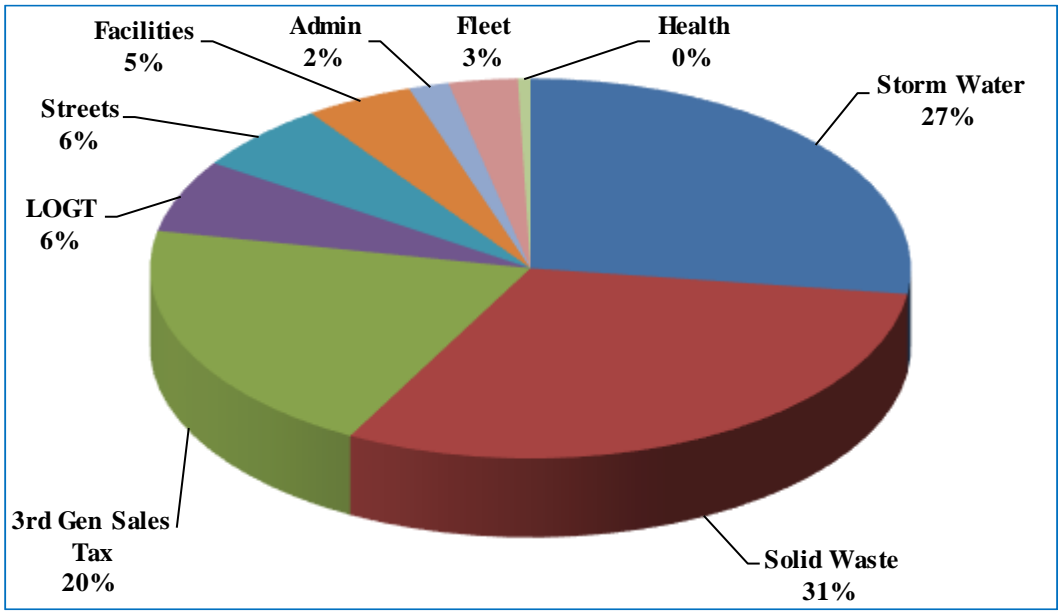
Funding Source				
General Fund	\$ 2,614,663	\$ 2,952,967	\$ 3,149,543	\$ 3,185,190
Total	\$ 2,614,663	\$ 2,952,967	\$ 3,149,543	\$ 3,185,190

Public Works Department as a percentage of General Fund



FY 2019 Public Works Divisions Totals

Storm Water	\$ 5,524,000
Solid Waste	6,237,044
3rd Gen Sales Tax	4,130,949
LOGT	1,254,758
Streets	1,194,676
Facilities	935,897
Admin	348,848
Fleet	597,600
Health	108,169
Total	<u>\$ 20,331,941</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	2016 Actual	2017 Actual	2018 Budget	2019 Budget
Salaries	\$ 229,300	\$ 176,571	\$ 258,812	\$ 208,761
Benefits	58,560	46,264	81,833	79,001
Operating	25,609	29,174	37,505	37,816
Supplies	6,515	6,725	21,705	23,270
Capital	-	-	-	-
Total	\$ 319,984	\$ 258,734	\$ 399,855	\$ 348,848

Funding Source				
General Fund	\$ 319,984	\$ 258,734	\$ 399,855	\$ 348,848
Total	\$ 319,984	\$ 258,734	\$ 399,855	\$ 348,848

Our Accomplishments in 2017-18

- ❖ Completion of Historic Goldsboro Streetscape Phase II, Paw Park, resurfacing of 20.95 lane miles of roadway, Oregon Pond, started construction of Cloud Branch Phase III, and completion of Northstar Drainage Improvements.
- ❖ Replaced curbs, gutters & various miscellaneous concrete projects Citywide.

Goals and Objectives for 2018-19

- ❖ Complete Cloud Branch Phase III, Secondary Drainage project, US 17-92 Beautification project, Terwilleger Trail, and Oak Avenue Streetscape.

- ❖ Complete Oak-Park Stromwater Park, asphalt rehabilitation, sidewalk repair, Hidden Lake sidewalk project, and Riverwalk Phase III.

PUBLIC WORKS - ADMINISTRATION				
Performance Measures				
Activity	Actual 2015-2016	Actual 2016-2017	Expected 2017-2018	Proposed 2018-2019
Amount of CIP's Managed	10	12	10	3
Resurfacing Costs	565,247	1,650,000	1,250,000	1,150,000
Sidewalk Costs - Repairs & New	249,190	200,000	200,000	200,000
Traffic Calming Costs	8,745	25,000	30,000	28,000
Lane Miles within the City	322	322	322	322
Capital Projects Managed-Design Phase	6	7	3	4
Capital Projects Managed-Construction	8	8	7	6
Miles of Roads Resurfaced (Lane Miles)	5.9	20.0	8.5	8.0
LF Sidewalk New	5,750	500	300	13,000
LF Sidewalk Repair/Replaced	2,400	2,000	1,500	1,000
Curb Ramps Installed/Replaced	138	15	20	25
Traffic Calming Devices Installed	2	12	8	8
Locates Performed	855	750	900	1,000
Inspections Performed (Driveways, C.O.s & Demolition)	51	100	250	200

Authorized Positions

	Grade	Funded 2017	Funded 2018	+/-	Funded 2019	Authorized & Unfunded
Public Works Director **	433	0.50	0.35	-	0.35	-
Public Works Manager	422	1.00	1.00	-	1.00	-
Administrative Coordinator	413	1.00	1.00	-	1.00	-
Administrative Specialist II	409	-	1.00	-	1.00	-
Fiscal Specialist	412	1.00	-	-	-	-
Total Full Time Equivalents		3.50	3.35	-	3.35	-

**Split between funds or departments/divisions

Public Works Administration						
Account	Description	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2019 Final Budget
Personnel						
001-4001-539.12-00	Regular Salaries & Wages	223,115	227,164	174,109	250,805	201,927
001-4001-539.12-02	Regular Salaries - Additional Pays	1,091	291	651	206	206
001-4001-539.12-06	Reg Salaries - Opt Out Health Insurance	1,900	1,845	1,650	1,584	411
001-4001-539.14-00	Overtime	-	-	161	6,217	6,217
001-4001-539.21-00	FICA/Medicare Taxes	17,024	17,398	13,424	19,851	16,012
001-4001-539.22-01	Retirement Contributions - FRS	25,579	25,346	19,535	26,421	24,807
001-4001-539.23-00	Medical Insurance	13,272	13,547	11,039	30,407	34,719
001-4001-539.23-02	Medical Insurance - Life & ST Disability	1,133	1,192	1,110	1,270	1,023
001-4001-539.24-00	Worker's Compensation	1,271	1,077	1,156	3,884	2,440
	Subtotal Personnel Services	284,385	287,860	222,835	340,645	287,762
Operating						
001-4001-539.34-00	Other Contractual Services	2,698	2,698	-	5,000	5,000
001-4001-539.40-00	Travel & Per Diem	70	43	56	660	660
001-4001-539.41-00	Communications Services	3,101	2,975	3,899	2,970	3,970
001-4001-539.42-00	Postage & Transportation	170	37	76	300	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	8,360	14,036	16,130	17,149	16,928
001-4001-539.45-02	Insurance - Auto Liability	882	950	874	1,026	458
001-4001-539.46-00	Repair & Maintenance Services	5,964	1,600	3,939	5,600	5,800
001-4001-539.47-00	Printing & Binding	819	940	1,004	1,414	1,414
001-4001-539.49-00	Other Charges/Obligations	1,634	1,294	2,160	2,350	2,350
001-4001-539.51-00	Office Supplies	526	903	938	1,000	1,000
001-4001-539.52-00	Operating Supplies	401	420	1,168	1,000	1,200
001-4001-539.52-01	Operating Supplies - Gasoline/Diesel/Lubric	3,064	3,115	3,481	3,100	3,100
001-4001-539.52-05	Operating Supplies - Uniforms	88	87	9	550	550
001-4001-539.54-01	Books/Pubs/Subsc/Memb - Prof Dues	300	310	1,129	360	725
001-4001-539.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	705	680	-	14,695	15,695
001-4001-539.54-03	Books/Pubs/Subsc/Memb - Subscriptions	806	1,000	-	1,000	1,000
	Subtotal Operating	30,624	32,124	35,899	59,210	61,086
Total Public Works Administration		\$ 315,009	\$ 319,984	\$ 258,734	\$ 399,855	\$ 348,848

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	2016 Actual	2017 Actual	2018 Budget	2019 Budget
Salaries	\$ 67	\$ 363	\$ 5,704	\$ 5,704
Benefits	28	144	1,223	1,463
Operating	2,648	60,328	95,170	95,043
Supplies	76	5,353	2,240	5,959
Capital	-	-	-	-
Total	\$ 2,819	\$ 66,188	\$ 104,337	\$ 108,169

Funding Source				
General Fund	\$ 2,819	\$ 66,188	\$ 104,337	\$ 108,169
Total	\$ 2,819	\$ 66,188	\$ 104,337	\$ 108,169

Our Accomplishments in 2017-18

- ❖ Fogged for midges as the need arose.
- ❖ Staff successfully passed the DODD Short Course for mosquito & midge control.
- ❖ Oversaw contract management for Clarke Environmental.

Goals and Objectives for 2018-19

- ❖ Fog for midges when the need arises.
- ❖ Continue to oversee contract management for Clarke Environmental.
- ❖ Continue to educate staff on materials, new species of insects and applications.
- ❖ Assist Seminole County mosquito control with spraying city-wide if requested.

PUBLIC WORKS - HEALTH				
Performance Measures				
Activity	Actual 2015-2016	Actual 2016-2017	Expected 2017-2018	Proposed 2018-2019
Oversee Contract Management for Clarke Environmental	100%	100%	100%	100%

Public Health						
Account	Description	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2019 Final Budget
Personnel						
001-4041-562.12-00	Regular Salaries & Wages	-	-	277	-	-
001-4041-562.12-02	Regular Salaries - Additional Pays	65	-	-	5,704	5,704
001-4041-562.14-00	Overtime	-	67	86	-	-
001-4041-562.21-00	FICA/Medicare Taxes	5	5	28	437	424
001-4041-562.22-01	Retirement Contributions - FRS	5	5	27	443	462
001-4041-562.23-00	Medical Insurance	13	15	71	-	-
001-4041-562.23-02	Medical Insurance - Life & ST Disability	-	-	2	-	-
001-4041-562.24-00	Worker's Compensation	3	3	16	343	577
	Subtotal Personnel Services	91	95	507	6,927	7,167
Operating						
001-4041-562.34-00	Other Contractual Services	22,151	-	58,333	90,000	90,000
001-4041-562.40-00	Travel & Per Diem	-	45	64	1,276	1,276
001-4041-562.45-01	Insurance - Operating Liability	803	1,356	1,564	1,595	1,632
001-4041-562.45-02	Insurance - Auto Liability	256	275	253	297	133
001-4041-562.46-00	Repair & Maintenance Services	190	972	114	2,002	2,002
001-4041-562.51-00	Office Supplies	-	-	-	100	100
001-4041-562.52-00	Operating Supplies	(91)	46	4,699	1,500	5,199
001-4041-562.52-01	Operating Supplies - Gasoline/Diesel/Lubric	17	30	44	50	50
001-4041-562.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	175	-	610	590	610
	Subtotal Operating	23,501	2,724	65,681	97,410	101,002
Total Public Health		\$ 23,592	\$ 2,819	\$ 66,188	\$ 104,337	\$ 108,169

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	2016 Actual	2017 Actual	2018 Budget	2019 Budget
Salaries	\$ 324,433	\$ 303,317	\$ 349,707	\$ 345,952
Benefits	110,409	102,005	152,405	160,704
Operating	64,904	40,635	66,807	69,399
Supplies	17,362	15,018	19,970	21,545
Capital	-	-	-	-
Total	\$ 517,108	\$ 460,975	\$ 588,889	\$ 597,600

Funding Source				
General Fund	\$ 517,108	\$ 460,975	\$ 588,889	\$ 597,600
Total	\$ 517,108	\$ 460,975	\$ 588,889	\$ 597,600

Our Accomplishments in 2017-18

- ❖ Maintained 100% completion on schedule preventative maintenance on all vehicles.
- ❖ Purchased smoke machine for emissions diagnosis.
- ❖ Installed new service body and supplied all the necessary tools for the road service truck.

Goals and Objectives for 2018-19

- ❖ Have ASE certified employees in as many categories as possible.
- ❖ Maintain 100% completion on scheduled maintenance.
- ❖ Continue monthly comparison with in house vs. outsource savings.
- ❖ Maintain 100% accident/incident free record.
- ❖ Replace all service bay doors with high wind rated heavy doors.

PUBLIC WORKS - FLEET
Performance Measures

Activity	Actual 2015-2016	Actual 2016-2017	Expected 2017-2018	Proposed 2018-2019
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	er	571	571	573
#Pieces Non-Rolling Stock	43	45	40	41
#"Services" or Work Orders Completed	2,241	2,241	2,297	2,315
#Preventative Maintenance Services	774	774	793	795
#Repairs Other	1,467	1,467	1,504	1,508
Average Time to Complete Repairs (Hours)	1.52	1.53	1.40	1.40
Mechanic Productivity Rate	175	141	179	179
% Repairs Returned	0%	0%	0%	0%
Customer Satisfaction Rating	100%	100%	100%	100%
Hourly Labor Rate	17.00	17.00	17.00	17.00
Average Operating Cost per Work Order	26.00	26.00	24.00	24.00
Average Hourly Rate - Private Shops	100.00	100.00	100.00	100.00
Work Orders to Mechanic Ratio	141	141	179	179

Authorized Positions

	Grade	Funded 2017	Funded 2018	+/-	Funded 2019	Authorized & Unfunded
Fleet Maintenance Superintendent	420	1.00	1.00	-	1.00	-
Crew Leader	414	1.00	1.00	-	1.00	-
Mechanic II	312	3.00	3.00	-	3.00	-
Lead Parts Technician	310	1.00	1.00	-	1.00	-
Mechanic I	310	1.00	1.00	-	1.00	-
Inventory & Parts Technician	308	1.00	1.00	-	1.00	-
Total Full Time Equivalents		8.00	8.00	-	8.00	-

Fleet Maintenance

Account	Description	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2019 Final Budget
Personnel						
001-4042-539.12-00	Regular Salaries & Wages	314,698	323,761	300,846	345,035	341,280
001-4042-539.12-02	Regular Salaries - Additional Pays	3,755	658	960	2,346	2,346
001-4042-539.12-06	Reg Salaries - Opt Out Health Insurance	-	-	300	-	-
001-4042-539.14-00	Overtime	35	14	1,211	2,326	2,326
001-4042-539.21-00	FICA/Medicare Taxes	23,842	24,119	22,403	26,824	26,536
001-4042-539.22-01	Retirement Contributions - FRS	22,666	23,136	23,068	27,744	28,612
001-4042-539.23-00	Medical Insurance	51,291	56,213	50,000	89,560	92,583
001-4042-539.23-02	Medical Insurance - Life & ST Disability	1,564	1,778	1,624	1,733	1,715
001-4042-539.24-00	Worker's Compensation	5,085	5,163	4,910	6,544	11,258
001-4042-539.25-00	Unemployment Compensation	275	-	-	-	-
	Subtotal Personnel Services	423,211	434,842	405,322	502,112	506,656
Operating						
001-4042-539.34-00	Other Contractual Services	-	3,753	2,000	3,753	2,000
001-4042-539.41-00	Communications Services	1,584	1,576	2,015	1,787	2,652
001-4042-539.42-00	Postage & Transportation	-	-	-	10	-
001-4042-539.43-00	Utility Services	6,468	6,252	5,935	6,992	6,992
001-4042-539.44-00	Rentals & Leases	515	515	515	515	515
001-4042-539.45-01	Insurance - Operating Liability	3,433	4,119	4,265	1,819	6,366
001-4042-539.45-02	Insurance - Auto Liability	1,095	1,179	1,086	1,726	1,194
001-4042-539.46-00	Repair & Maintenance Services	22,621	27,829	17,617	28,570	27,370
001-4042-539.47-00	Printing & Binding	437	481	536	1,060	1,060
001-4042-539.49-00	Other Charges/Obligations	3,054	19,200	6,666	20,575	21,250
001-4042-539.51-00	Office Supplies	709	1,209	699	1,000	1,000
001-4042-539.52-00	Operating Supplies	9,117	7,830	6,122	9,200	9,200
001-4042-539.52-01	Operating Supplies - Gasoline/Diesel/Lubric	5,203	3,877	4,157	4,000	4,000
001-4042-539.52-05	Operating Supplies - Uniforms	2,415	2,537	2,246	2,925	2,600
001-4042-539.54-01	Books/Pubs/Subsc/Memb - Prof Dues	179	155	144	180	230
001-4042-539.54-02	Books/Pubs/Subsc/Memb - Conf/Seminar	909	254	150	165	515
001-4042-539.54-03	Books/Pubs/Subsc/Memb - Subscriptions	1,500	1,500	1,500	2,500	4,000
	Subtotal Operating	59,239	82,266	55,653	86,777	90,944
Total Fleet Maintenance		\$ 482,450	\$ 517,108	\$ 460,975	\$ 588,889	\$ 597,600

Facilities Maintenance

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

Summary

Expenditures	2016 Actual	2017 Actual	2018 Budget	2019 Budget
Salaries	\$ 348,558	\$ 355,843	\$ 381,571	\$ 392,311
Benefits	124,428	138,370	177,067	191,403
Operating	245,673	293,178	322,480	305,268
Supplies	66,604	41,307	35,495	46,915
Capital	-	-	-	-
Total	\$ 785,263	\$ 828,698	\$ 916,613	\$ 935,897

Funding Source				
General Fund	\$ 785,263	\$ 828,698	\$ 916,613	\$ 935,897
Total	\$ 785,263	\$ 828,698	\$ 916,613	\$ 935,897

Our Accomplishments in 2017-18

- ❖ Remodeled Streets/Stormwaters restroom and breakroom.
- ❖ Assisted in replacing flooring under the ice machine at the Mayfair Golf Course.
- ❖ Assisted in replacing the electric at the maintenance building at the Mayfair Golf Course.
- ❖ Continued with the Georgetown Street lighting upgrade.
- ❖ Assisted in getting power for a new gate at the 26th materials yard.

Goals and Objectives for 2018-19

- ❖ Complete 100% work orders within 5 days.
- ❖ Upgrade fleet maintenance restroom.
- ❖ Continue with the street lighting upgrade to led program.
- ❖ Upgrade miscellaneous park lighting.
- ❖ Replace the Welcome Center windows.

PUBLIC WORKS - FACILITIES MAINTENANCE				
Performance Measures				
Activity	Actual 2015-2016	Actual 2016-2017	Expected 2017-2018	Proposed 2018-2019
Total Square Footage Maintained	310,318	310,318	310,318	310,318
# Work Orders Completed	1,415	1,395	824	1,415
Total # Repairs	735	603	508	735
Total # Emergencies	329	425	104	329
Total # Other	342	360	212	342
% Non Emergency Work Orders Completed within (5) days of request	86%	89%	100%	100%
% Emergency Repairs Completed within 24 Hours	100%	100%	100%	100%
Cost per Work Order Completed.	140.71	134.75	140.71	140.71

Authorized Positions

	Grade	Funded 2017	Funded 2018	+/-	Funded 2019	Authorized & Unfunded
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 Equivalent		9.00	9.00	-	9.00	2.00

Facilities Maintenance

Account	Description	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2019 Final Budget
Personnel						
001-4046-539.12-00	Regular Salaries & Wages	394,816	343,871	348,671	362,340	373,080
001-4046-539.12-06	Reg Salaries - Opt Out Health Insurance	300	-	-	-	-
001-4046-539.14-00	Overtime	5,257	4,687	7,172	19,231	19,231
001-4046-539.21-00	FICA/Medicare Taxes	29,620	25,841	26,369	29,264	30,088
001-4046-539.22-01	Retirement Contributions - FRS	30,228	25,964	31,867	35,797	38,544
001-4046-539.23-00	Medical Insurance	56,406	63,506	70,353	100,755	104,156
001-4046-539.23-02	Medical Insurance - Life & ST Disability	1,820	1,834	2,187	1,809	1,860
001-4046-539.24-00	Worker's Compensation	8,148	7,283	7,594	9,442	16,755
	Subtotal Personnel Services	526,595	472,986	494,213	558,638	583,714
Operating						
001-4046-539.31-00	Professional Services	-	-	-	150	-
001-4046-539.34-00	Other Contractual Services	15,887	5,330	4,678	17,620	16,672
001-4046-539.41-00	Communications Services	4,639	5,022	4,976	5,902	5,918
001-4046-539.42-00	Postage & Transportation	-	-	-	25	25
001-4046-539.43-00	Utility Services	135,300	140,283	129,477	141,498	135,698
001-4046-539.44-00	Rentals & Leases	669	634	24,156	1,515	1,515
001-4046-539.45-01	Insurance - Operating Liability	9,840	14,913	24,444	18,468	20,935
001-4046-539.45-02	Insurance - Auto Liability	3,824	4,117	4,134	5,038	2,249
001-4046-539.46-00	Repair & Maintenance Services	100,081	60,266	92,301	102,598	92,590
001-4046-539.47-00	Printing & Binding	214	258	237	316	316
001-4046-539.48-00	Promotional Activities	13,290	14,746	8,154	29,000	29,000
001-4046-539.49-00	Other Charges/Obligations	1,403	104	621	350	350
001-4046-539.51-00	Office Supplies	556	513	360	500	500
001-4046-539.52-00	Operating Supplies	22,272	55,403	27,382	19,600	31,150
001-4046-539.52-01	Operating Supplies - Gasoline/Diesel/Lubric	11,028	9,108	11,833	11,100	11,100
001-4046-539.52-05	Operating Supplies - Uniforms	1,880	1,580	1,485	2,925	2,925
001-4046-539.54-01	Books/Pubs/Subsc/Memb - Prof Dues	52	-	247	280	150
001-4046-539.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	95	-	-	1,090	1,090
	Subtotal Operating	321,030	312,277	334,485	357,975	352,183
Total Facilities Maintenance		\$ 847,625	\$ 785,263	\$ 828,698	\$ 916,613	\$ 935,897

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	2016 Actual	2017 Actual	2018 Budget	2019 Budget
Salaries	\$ 503,641	\$ 524,522	\$ 543,200	\$ 551,577
Benefits	187,798	197,137	249,738	294,800
Operating	234,039	552,965	262,171	261,839
Supplies	64,011	63,748	84,740	86,460
Capital	-	-	-	-
Total	\$ 989,489	\$ 1,338,372	\$ 1,139,849	\$ 1,194,676

Funding Source				
General Fund	\$ 989,489	\$ 1,338,372	\$ 1,139,849	\$ 1,194,676
Total	\$ 989,489	\$ 1,338,372	\$ 1,139,849	\$ 1,194,676

Our Accomplishments in 2017-18

- ❖ Completed a section of the Alley Rehab project.
- ❖ Cleaned up storm debris after Hurricane Matthew and Hurricane Irma.
- ❖ Cleaned up several homeless camps throughout the City.
- ❖ Picked up over 100 cubic yards of trash along the city's, county's and FDOT roadways.
- ❖ 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.

Goals and Objectives for 2018-19

- ❖ Continue Alley Rehab project.
- ❖ Continue 24hour response to pothole complaints and trip hazards.
- ❖ Provide traffic control assistance for police and fire departments for special events throughout the city.
- ❖ Continue ROW mowing citywide.

PUBLIC WORKS - STREETS				
Performance Measures				
Activity	Actual 2015-2016	Actual 2016-2017	Expected 2017-2018	Proposed 2018-2019
Total Work Orders	2,612	1,306	1,306	1,500
PotRepair	123	125	125	130
Asphalt Repair	70	70	70	75
Concrete Work	55	60	60	65
Grading	12	15	15	18
Brick Repair/Replace	52	25	25	25
Tractor Machine Mow Lots & ROW's	111	115	115	120
Tree Work	322	325	325	325
Alley Maintenance	90	90	90	95
Sign Maintenance	896	900	900	900
% 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	\$221.06	\$230.00	\$230.00	\$235.00

Authorized Positions

	Grade	Funded 2017	Funded 2018	+/-	Funded 2019	Authorized & Unfunded
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	-	0.80	
Signs and Traffic Coordinator	416	1.00	1.00	-	1.00	
Crew Leader	414	2.00	2.00	-	2.00	
Equipment Operator IV	314	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	
Maintenance Worker	304	1.00	1.00	-	1.00	2.00
Total Full Time Equivalents		13.30	13.30	0.05	13.35	3.00

**Split between funds or departments/divisions

Streets						
Account	Description	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2019 Final Budget
Personnel						
001-4047-541.12-00	Regular Salaries & Wages	475,360	489,837	490,975	519,306	528,856
001-4047-541.12-06	Reg Salaries - Opt Out Health Insurance	-	698	1,333	1,643	470
001-4047-541.14-00	Overtime	10,974	13,106	32,214	22,251	22,251
001-4047-541.21-00	FICA/Medicare Taxes	35,259	36,973	39,030	41,661	42,304
001-4047-541.22-01	Retirement Contributions - FRS	34,504	35,363	40,616	42,693	47,845
001-4047-541.23-00	Medical Insurance	85,963	92,505	93,430	133,220	149,868
001-4047-541.23-02	Medical Insurance - Life & ST Disability	2,411	2,685	3,000	2,600	2,646
001-4047-541.24-00	Worker's Compensation	20,526	20,272	21,061	29,564	52,137
	Subtotal Personnel Services	664,997	691,439	721,659	792,938	846,377
Operating						
001-4047-541.31-00	Professional Services	-	-	37	-	-
001-4047-541.34-00	Other Contractual Services	99,532	93,330	414,866	94,988	94,988
001-4047-541.40-00	Travel & Per Diem	-	-	-	70	70
001-4047-541.41-00	Communications Services	2,656	2,274	3,023	3,038	3,178
001-4047-541.42-00	Postage & Transportation	44	-	-	60	-
001-4047-541.43-00	Utility Services	6,762	8,228	6,602	8,727	8,727
001-4047-541.44-00	Rentals & Leases	515	1,792	2,992	2,615	2,615
001-4047-541.45-01	Insurance - Operating Liability	16,589	28,433	35,939	39,380	44,565
001-4047-541.45-02	Insurance - Auto Liability	7,757	8,824	10,816	11,933	5,619
001-4047-541.46-00	Repair & Maintenance Services	77,475	89,622	76,690	99,750	89,750
001-4047-541.47-00	Printing & Binding	618	220	524	290	340
001-4047-541.49-00	Other Charges/Obligations	1,345	1,316	1,476	1,320	1,987
001-4047-541.51-00	Office Supplies	322	528	271	800	800
001-4047-541.52-00	Operating Supplies	5,917	7,046	7,179	11,495	11,495
001-4047-541.52-01	Operating Supplies - Gasoline/Diesel/Lubric	38,704	27,459	31,290	33,000	33,000
001-4047-541.52-05	Operating Supplies - Uniforms	3,372	3,355	3,331	4,550	4,550
001-4047-541.53-00	Road Materials & Supplies	33,708	23,923	19,562	31,575	31,575
001-4047-541.54-01	Books/Pubs/Subsc/Memb - Prof Dues	485	695	288	820	840
001-4047-541.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	415	1,005	1,827	2,500	4,200
001-4047-541.54-03	Books/Pubs/Subsc/Memb - Subscriptions	600	-	-	-	-
	Subtotal Operating	296,816	298,050	616,713	346,911	338,299
Total Streets		\$ 961,813	\$ 989,489	\$1,338,372	\$1,139,849	\$1,184,676

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	2016 Actual	2017 Actual	2018 Budget	2019 Budget
Operating	1,026,492	1,661,405	535,000	535,000
Supplies	81,502	56,353	105,250	105,250
Capital	620,356	(536,124)	579,715	579,715
Other	-	-	-	34,793
Total	\$ 1,728,350	\$ 1,181,634	\$ 1,219,965	\$ 1,254,758

Funding Source				
Local Option Gas	\$ 1,728,350	\$ 1,181,634	\$ 1,219,965	\$ 1,254,758
Total	\$ 1,728,350	\$ 1,181,634	\$ 1,219,965	\$ 1,254,758

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

PUBLIC WORKS DEPARTMENT



Solid Waste

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

Summary

Expenditures	2016 Actual	2017 Actual	2018 Budget	2019 Budget
Salaries	\$ 82,429	\$ 108,330	\$ 110,713	\$ 113,079
Benefits	29,342	35,518	43,256	46,313
Operating	5,355,964	5,559,091	5,681,156	5,674,980
Supplies	9,833	16,534	94,352	124,191
Capital	-	-	32,000	32,000
Other	342,313	185,116	184,000	-
Additions to Reser ⁿ	-	-	-	246,481
Total	\$ 5,819,881	\$ 5,904,589	\$ 6,145,477	\$ 6,237,044
Funding Source				
Solid Waste Fund	\$ 5,819,881	\$ 5,904,589	\$ 6,145,477	\$ 6,237,044
Total	\$ 5,819,881	\$ 5,904,589	\$ 6,145,477	\$ 6,237,044

Our Accomplishments in 2017-18

- ❖ Collected 17,305 tons of residential solid waste from approximately 13,644 residents.
- ❖ Collected 3,292 tons of residential yard waste from approximately 13,644 residents.
- ❖ Collected 1,216 tons of residential recycling from approximately 13,644 residents.
- ❖ Collected 262 tons of debris was collected during April and October for the Community Clean-Up Days.
- ❖ Roll Off Collection - 27,628 tons of debris collected from residential and business customers.
- ❖ Front Load Collection - 22,256 tons of debris collected from business.

Goals and Objectives for 2018-19

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

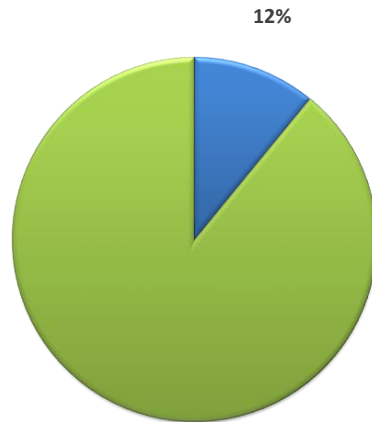
PUBLIC WORKS - SOLID WASTE				
Performance Measures				
Activity	Actual 2015-2016	Actual 2016-2017	Expected 2017-2018	Proposed 2018-2019
Payment to Solid Waste Contractor (Residential Only)	2,478,880	2,541,940	2,530,341	2,530,341
Monthly Service Charge for Solid Waste	18	18	19	19
# Tons of Waste Collected	16,706	16,901	17,238	17,238
# Tons of Recycled Waste Collected	1,184	1,147	1,191	1,191
# Tons of Yard Waste Collected	3,263	2,973	3,338	3,338
# Residential Customers Served	13,214	13,382	13,583	13,583
# Service Complaints	598	793	672	672
% "On Time" Collection Rate	100%	99%	99%	99%
Complaints per 1,000 Customers	95%	112%	100%	100%
Cost for Ton for Disposal	33	33	33	33
\$ Value of Recyclables diverted from Landfill	48,218	35,736	35,993	35,993
Revenue Received from Recycled Materials	12,483	12,871	13,000	13,000

Authorized Positions

	Grade	Funded 2017	Funded 2018	+/-	Funded 2019	Authorized & Unfunded
Public Works Director **	433	-	0.10	-	0.10	-
Solid Waste Manager	419	1.00	1.00	-	1.00	-
Administrative Specialist II	409	1.00	1.00	-	1.00	-
Total Full Time Equivalents		2.00	2.10	-	2.10	-

**Split between funds or departments/divisions

Solid Waste as a percentage of Enterprise Funds

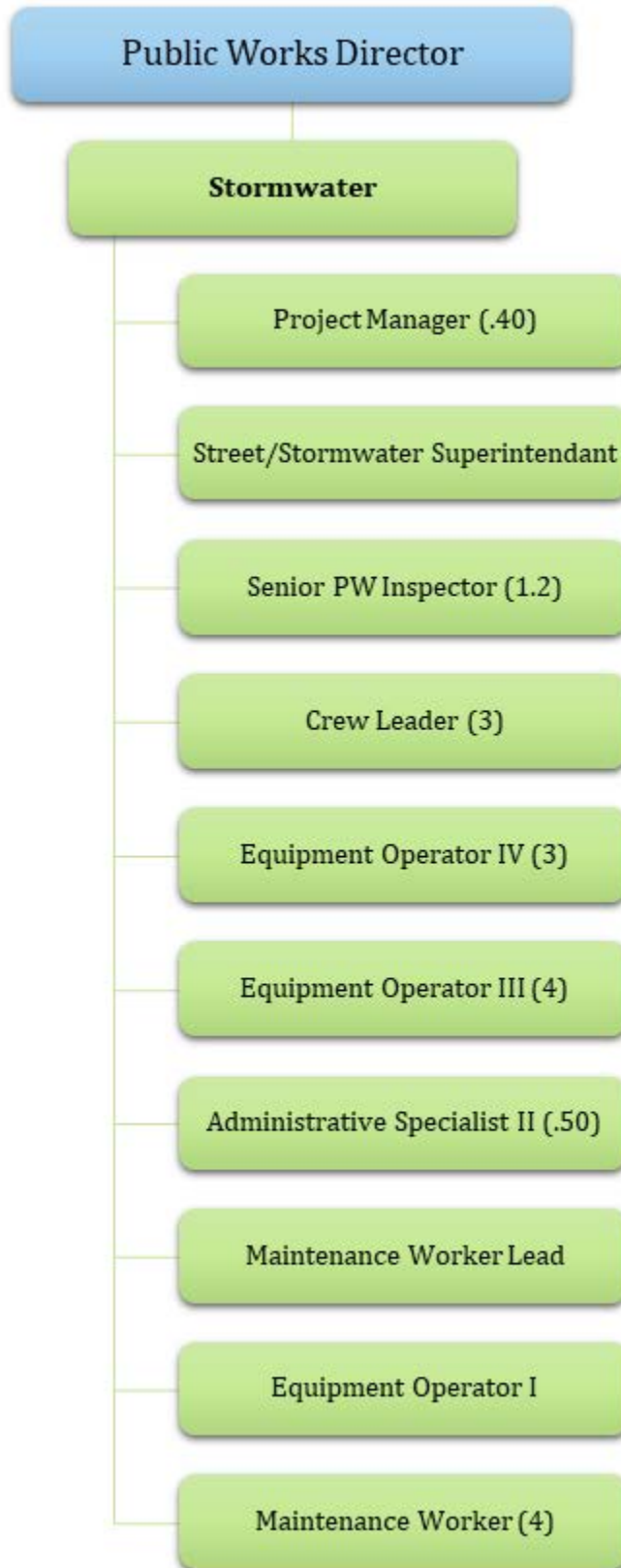


Solid Waste Revenues and Expense:	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2019 Final Budget
Operating Revenues					
Charges for Services	\$ 5,403,337	\$ 5,520,377	\$ 5,703,968	\$ 6,062,757	\$ 6,237,044
Other	2,871	3,781	(328)	-	-
Total operating revenue	<u>5,406,208</u>	<u>5,524,158</u>	<u>5,703,640</u>	<u>6,062,757</u>	<u>6,237,044</u>
Operating Expenses					
Personnel Services	92,181	111,771	143,848	153,969	159,392
Materials/Other Services	5,348,223	5,366,159	5,576,741	5,807,508	5,799,171
Total operating expenses	<u>5,440,404</u>	<u>5,477,930</u>	<u>5,720,589</u>	<u>5,961,477</u>	<u>5,958,563</u>
Operating Income	<u>(34,196)</u>	<u>46,228</u>	<u>(16,948)</u>	<u>101,280</u>	<u>278,481</u>
Non-Operating					
Capital Expenses	-	-	-	(32,000)	(32,000)
Total Non-Operating	<u>-</u>	<u>-</u>	<u>-</u>	<u>(32,000)</u>	<u>(32,000)</u>
Income Before Transfers and Contributions	<u>(34,196)</u>	<u>46,228</u>	<u>(16,948)</u>	<u>69,280</u>	<u>246,481</u>
Transfers In	-	-	-	-	-
Transfers Out	<u>(335,163)</u>	<u>(341,951)</u>	<u>(184,000)</u>	<u>(184,000)</u>	<u>-</u>
Net Change in Assets	<u>(369,359)</u>	<u>(295,723)</u>	<u>(200,948)</u>	<u>(114,720)</u>	<u>246,481</u>
Net Assets - Beginning*	997,036	627,677	331,954	131,005	16,285
Net Assets - Ending*	<u>\$ 627,677</u>	<u>\$ 331,954</u>	<u>\$ 131,005</u>	<u>\$ 16,285</u>	<u>\$ 262,766</u>

* Includes Restricted Assets.

Solid Waste						
Account	Description	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2019 Final Budget
Revenues						
401-0000-343.40-01	Service Charges - Residential	2,339,350	2,483,439	2,474,376	2,745,079	2,880,000
401-0000-343.40-02	Service Charges - Commercial	2,393,389	2,447,236	2,607,885	2,745,079	2,750,000
401-0000-343.41-01	Recycling Income - Residential	37,758	12,367	1,121	46,000	1,000
401-0000-343.41-04	Recycling Income - Commercial	112,169	113,215	121,369	112,600	124,592
401-0000-343.90-00	Physical Env - Other Charges	4,761	3,328	2,736	3,000	4,725
401-0000-349.10-00	Handling Fee	354,305	290,549	298,455	295,000	300,886
401-0000-361.10-00	Interest	4,547	1,459	2,509	-	-
401-0000-361.30-00	Interest - Unrealized	539	637	(2,212)	-	-
401-0000-361.40-00	Interest - Realized	(2,240)	(689)	(626)	-	-
401-0000-369.30-00	Refund for Prior Year Expense	-	2,298	-	-	-
401-0000-369.41-00	Reimbursement of Claims	25	76	-	-	-
401-0000-369.92-10	Admin Share	161,606	170,244	198,025	116,000	175,841
401-0000-389.99-00	Use of Net Assets	-	-	-	82,719	-
Total Solid Waste Revenues		\$ 5,406,208	\$ 5,524,158	\$ 5,703,640	\$ 6,145,477	\$ 6,237,044
Expenses						
401-4002-534.12-00	Regular Salaries & Wages	69,146	80,700	104,100	104,096	106,462
401-4002-534.12-02	Regular Salaries - Additional Pays	606	606	1,573	6,497	6,497
401-4002-534.12-06	Reg Salaries - Opt Out Health Insurance	500	-	550	120	120
401-4002-534.12-10	Regular Salaries & Wages - OPEB	2,160	1,123	2,108	-	-
401-4002-534.21-00	FICA/Medicare Taxes	5,119	6,208	7,625	8,492	8,674
401-4002-534.22-01	Retirement Contributions - FRSS	4,809	5,936	10,255	10,257	11,526
401-4002-534.23-00	Medical Insurance	8,710	13,272	11,288	22,906	23,679
401-4002-534.23-02	Medical Insurance - Life & ST Disability	367	424	581	544	556
401-4002-534.24-00	Worker's Compensation	764	760	832	1,057	1,878
401-4002-534.27-00	Pension GASB 68	-	2,742	4,937	-	-
401-4002-534.31-00	Professional Services	3,875	-	1,744	3,000	3,000
401-4002-534.34-00	Other Contractual Services	16,174	-	-	-	-
401-4002-534.34-01	Private Hauler	5,059,490	5,144,327	5,339,842	5,490,158	5,490,158
401-4002-534.34-07	Utilities and Facilities - GF	-	-	-	1,918	1,857
401-4002-534.34-08	Computer Services - GF	3,102	3,315	3,841	5,289	5,920
401-4002-534.34-09	Engineering - GF	-	-	-	18	852
401-4002-534.34-10	Personnel Services - GF	1,807	1,859	1,555	1,835	2,041
401-4002-534.34-11	Finance/Administration - GF	194,746	204,139	211,270	178,087	171,096
401-4002-534.34-12	Fleet - GF	839	817	839	851	56
401-4002-534.34-22	Artlane Landfill Testing	22,919	1,507	-	-	-
401-4002-534.40-00	Travel & Per Diem	-	-	-	1,457	1,457
401-4002-534.41-00	Communications Services	961	646	944	880	880
401-4002-534.42-00	Postage & Transportation	34	38	40	50	50
401-4002-534.44-00	Rentals & Leases	1,047	1,036	1,036	1,036	1,036
401-4002-534.45-01	Insurance - Operating Liability	171	183	325	459	360
401-4002-534.45-02	Insurance - Auto Liability	327	328	328	382	170
401-4002-534.46-00	Repair & Maintenance Services	3,638	818	6,897	29,000	29,000
401-4002-534.47-00	Printing & Binding	3,592	2,163	1,300	4,588	4,588
401-4002-534.48-00	Promotional Activities	2,534	-	2,228	6,000	6,000
401-4002-534.49-00	Other Charges/Obligations	2,018	1,211	792	2,450	2,600
401-4002-534.51-00	Office Supplies	693	686	59	1,200	1,200
401-4002-534.52-00	Operating Supplies	28,405	1,485	820	40,000	70,000
401-4002-534.52-01	Operating Supplies	801	667	640	1,000	1,000
401-4002-534.52-05	Operating Supplies	36	372	118	525	525
401-4002-534.54-01	Books/Pubs/Subscrs/Membs	195	200	212	225	225
401-4002-534.54-02	Books/Pubs/Subscrs/Membs	-	-	794	5,100	5,100
401-4002-534.64-00	Machinery & Equipment	-	-	-	32,000	32,000
401-4002-534.72-40	Debt Service - Interest	819	362	1,116	-	-
401-7979-581.91-01	Transfers	151,163	157,951	-	-	-
401-7979-581.91-22	Transfers	184,000	184,000	184,000	184,000	-
401-7979-590.99-90	Addition to Reserves	-	-	-	-	246,481
Total Solid Waste Expenses		\$ 5,775,567	\$ 5,819,881	\$ 5,904,589	\$ 6,145,477	\$ 6,237,044

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	2016 Actual	2017 Actual	2018 Budget	2019 Budget
Salaries	\$ 690,748	\$ 702,917	\$ 733,926	\$ 760,118
Benefits	341,900	281,029	342,372	383,170
Operating	585,055	658,519	860,613	820,599
Supplies	129,102	118,039	176,457	170,693
Capital	-	(96,845)	1,117,295	916,000
Other	856,988	856,133	521,672	701,812
Additions to Reser ⁿ	-	-	1,471,665	1,771,608
Total	\$ 2,603,793	\$ 2,519,794	\$ 5,224,000	\$ 5,524,000

Funding Source				
Stormwater Fund	\$ 2,603,793	\$ 2,519,794	\$ 5,224,000	\$ 5,524,000
Total	\$ 2,603,793	\$ 2,519,794	\$ 5,224,000	\$ 5,524,000

Storm Water as a percentage of Enterprise Funds

10%



Stormwater Revenues and Expenses	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2019 Final Budget
Operating Revenues					
Charges for Services	\$ 4,705,595	\$ 5,003,504	\$ 5,345,240	\$ 5,100,000	\$ 5,400,000
Other	5,300	17,700	6,511	-	-
Total operating revenue	<u>4,710,895</u>	<u>5,021,204</u>	<u>5,351,752</u>	<u>5,100,000</u>	<u>5,400,000</u>
Operating Expenses					
Personnel Services	924,985	1,032,648	983,946	1,076,298	1,143,288
Materials/Other Services	753,777	714,157	776,559	1,037,070	991,292
Depreciation	671,640	708,494	700,809	-	-
Total operating expenses	<u>2,350,402</u>	<u>2,455,299</u>	<u>2,461,314</u>	<u>2,113,368</u>	<u>2,134,580</u>
Operating Income	<u>2,360,493</u>	<u>2,565,905</u>	<u>2,890,438</u>	<u>2,986,632</u>	<u>3,265,420</u>
Non-Operating Revenue/(Expense)					
Interest income	64,463	113,474	101,284	120,000	120,000
Intergovernmental	4,291	4,189	4,542	4,000	4,000
Interest expense	(157,392)	(148,494)	(155,325)	(132,787)	(143,687)
Capital Expenses	-	-	-	(1,117,295)	(916,000)
Debt Costs	-	-	-	(372,832)	(558,125)
Revenues/(Expenses)	<u>(88,639)</u>	<u>(30,832)</u>	<u>(49,499)</u>	<u>(1,498,915)</u>	<u>(1,493,812)</u>
Income Before Transfers and Contributions	<u>2,271,855</u>	<u>2,535,074</u>	<u>2,840,939</u>	<u>1,487,718</u>	<u>1,771,608</u>
Transfers In/(Out)	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Change in Net Assets	<u>2,271,855</u>	<u>2,535,074</u>	<u>2,840,939</u>	<u>1,487,718</u>	<u>1,771,608</u>
Net Assets - Beginning*	21,988,576	24,260,431	26,795,505	29,636,444	31,124,162
Net Assets - Ending*	<u>\$ 24,260,431</u>	<u>\$ 26,795,505</u>	<u>\$ 29,636,444</u>	<u>\$ 31,124,162</u>	<u>\$ 32,895,770</u>

*Includes restricted assets.

Our Accomplishments in 2017-18

- ❖ Repaired erosion along the seawall from damages caused by Hurricane Irma.
- ❖ Continued the pipe inspection program.
- ❖ Cleaned Pinehurst Pond of vegetation.
- ❖ Rebuilt headwalls along the McCracken Ditch to help with erosion control along the ditch.
- ❖ Piped 600' of ditch and inlets behind the baseball stadium along the back bus drive for Hamilton Elementary.
- ❖ Monitored the Cloud Branch Phase III Project.
- ❖ Monitored the NPDES and BMAP programs.

Goals and Objectives for 2018-19

- ❖ Continue monitoring the pipelining projects citywide.
- ❖ Monitor Oak Avenue Pond project.
- ❖ Complete Riverwalk Phase III seawall project.
- ❖ Monitor vegetation removal from ponds.
- ❖ Monitor landscaping maintenance contractor for pond/ditch mowing.
- ❖ Continue to sweep all curb and gutter streets.
- ❖ Continue inlet/pipe cleaning and maintenance.
- ❖ Continue monitoring the NPDES & BMAP programs.
- ❖ Continue monitoring the Cloud Branch Phase III Project.

PUBLIC WORKS - STORMWATER
Performance Measures

Activity	Actual 2015-2016	Actual 2016-2017	Expected 2017-2018	Proposed 2018-2019
Linear feet of Stormwater Lines	562,636	562,636	562,636	562,636
# Lane Miles	320	320	320	320
# of Miles of Roads Swept	11,833	8,790	11,833	11,833
Linear Feet of Stormwater Lines Cleaned	141,055	122,315	150,000	150,000
% of Streets Swept One Time per Month	100%	100%	100%	100%
% Compliance with NPDES Permit Conditions	100%	100%	100%	100%
% of Linear Feet of Stormwater Lines Cleaned	25%	21%	26%	25%
Cost per Lane Mile Swept	\$17.00	\$17.00	\$17.00	\$17.00

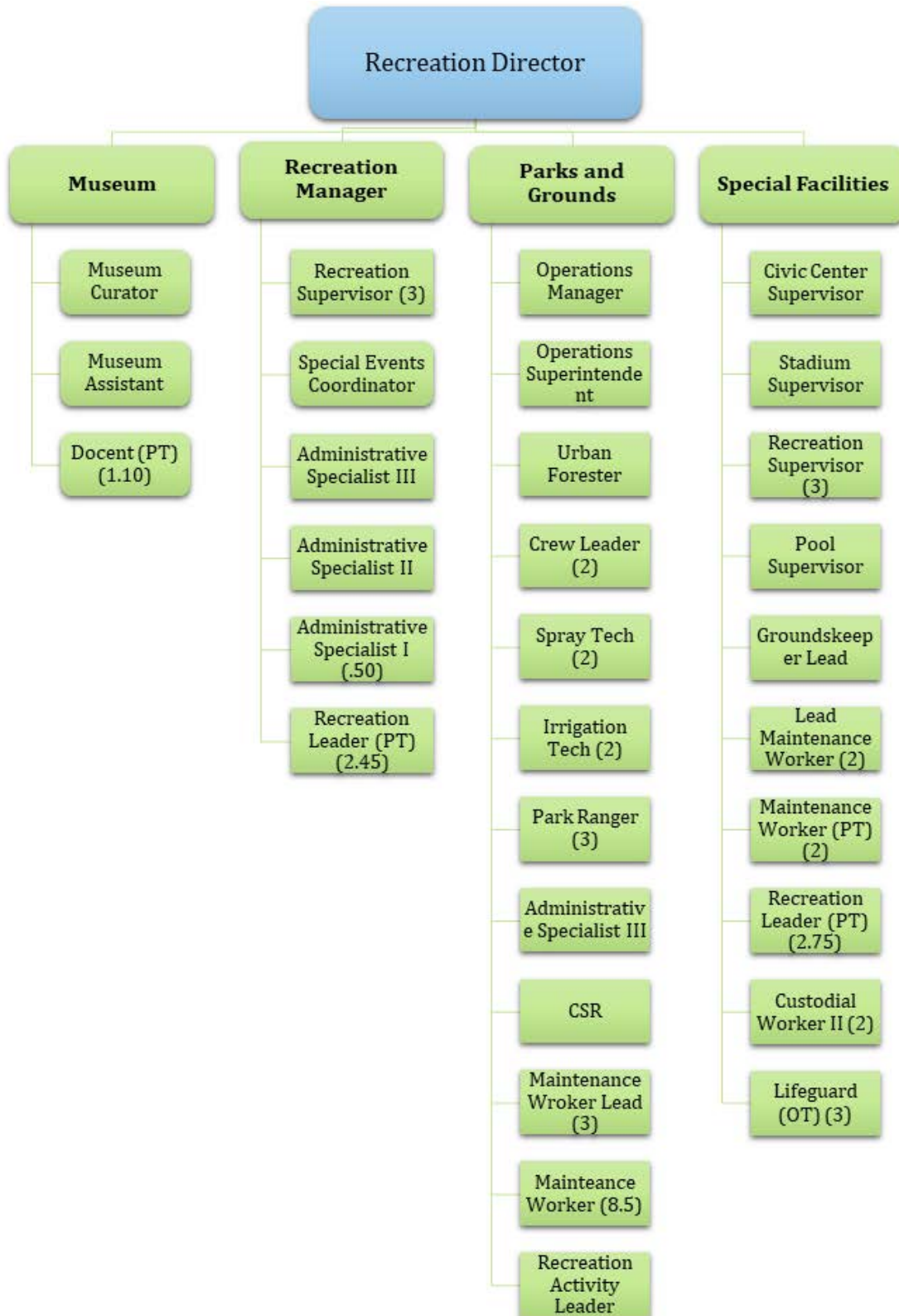
Authorized Positions

	Grade	Funded 2017	Funded 2018	+/-	Funded 2019	Authorized & Unfunded
Public Works Director **	433	0.50	0.10	-	0.10	-
Project Manager **	423	0.15	0.15	0.25	0.40	-
Streets/Stormwater Superintendent	421	1.00	1.00	-	1.00	-
Senior Public Works Inspector **	418	1.20	1.20	-	1.20	-
Crew Leader	414	3.00	3.00	-	3.00	-
Equipment Operator IV	314	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		19.35	18.95	0.25	19.20	1.00

**Split between funds or departments/divisions

Stormwater						
Account	Description	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2019 Final Budget
Revenues						
402-0000-335.49-01	Other - Fuel Tax	4,291	4,189	4,542	4,000	4,000
402-0000-343.93-01	Fees - Stormwater	4,705,595	5,003,504	5,345,240	5,100,000	5,400,000
402-0000-361.10-00	Interest	83,851	133,239	136,317	120,000	120,000
402-0000-361.30-00	Interest - Unrealized	13,817	(8,697)	(9,601)	-	-
402-0000-361.40-00	Interest - Realized	(33,205)	(11,068)	(25,432)	-	-
402-0000-364.41-00	Disposition of Assets	5,275	3,747	6,470	-	-
402-0000-369.41-00	Reimb of Claims & Expense	25	-	41	-	-
402-0000-389.40-05	Grants & Donations	-	13,953	-	-	-
402-0000-389.98-00	Use of Net Assets	-	-	-	-	-
Total Stormwater Revenues		\$ 4,779,649	\$ 5,138,867	\$ 5,457,577	\$ 5,224,000	\$ 5,524,000
Expenses						
402-4045-541.12-00	Regular Salaries & Wages	646,009	677,792	663,811	711,826	738,018
402-4045-541.12-02	Regular Salaries - Additional Pays	1,091	291	2,233	60	60
402-4045-541.12-06	Reg Salaries - Opt Out Health Insurance	600	1,066	1,830	2,040	2,040
402-4045-541.12-10	Regular Salaries & Wages - OPEB	10,868	10,639	20,394	-	-
402-4045-541.14-00	Overtime	694	960	14,650	20,000	20,000
402-4045-541.21-00	FICA/Medicare Taxes	48,885	49,559	49,708	56,291	58,300
402-4045-541.22-01	Retirement Contributions - FRS	53,256	56,161	59,695	59,723	67,793
402-4045-541.23-00	Medical Insurance	116,470	131,743	120,644	197,559	207,186
402-4045-541.23-02	Medical Insurance - Life & ST Disability	3,352	3,705	3,953	3,598	3,729
402-4045-541.24-00	Worker's Compensation	19,165	18,378	18,290	25,201	46,162
402-4045-541.27-00	Pension GASB 68	24,595	82,354	28,739	-	-
402-4045-541.31-00	Professional Services	2,000	9,716	6,923	7,000	7,000
402-4045-541.34-00	Other Contractual Services	83,973	24,142	14,625	62,200	60,925
402-4045-541.34-07	Utilities - GF	-	-	-	4,272	4,183
402-4045-541.34-08	Computer Services - GF	31,080	36,010	36,010	51,172	54,126
402-4045-541.34-09	Engineering Services - GF	14,117	13,549	13,549	5,597	17,300
402-4045-541.34-10	Personnel Services - GF	17,428	14,582	14,582	17,756	18,658
402-4045-541.34-11	Finance/Administration - GF	160,021	124,281	124,281	118,275	106,022
402-4045-541.34-12	Fleet - GF	55,742	57,298	57,298	67,389	70,577
402-4045-541.40-00	Travel & Per Diem	61	965	240	1,060	1,060
402-4045-541.41-00	Communications Services	1,790	2,118	3,223	2,265	3,365
402-4045-541.42-00	Postage & Transportation	19	56	23	500	500
402-4045-541.43-00	Utility Services	12,284	13,682	13,985	13,800	15,500
402-4045-541.44-00	Rentals & Leases	5,179	1,753	17,796	5,865	10,515
402-4045-541.45-01	Insurance - Operating Liability	44,104	76,045	76,045	125,085	96,289
402-4045-541.45-02	Insurance - Auto Liability	21,852	25,872	25,872	93,061	14,117
402-4045-541.46-00	Repair & Maintenance Services	129,492	164,831	229,399	263,660	313,660
402-4045-541.47-00	Printing & Binding	510	530	482	656	802
402-4045-541.49-00	Other Charges/Obligations	17,996	19,625	24,186	21,000	26,000
402-4045-541.51-00	Office Supplies	394	185	301	1,000	1,000
402-4045-541.52-00	Operating Supplies	10,663	13,795	12,507	26,200	22,200
402-4045-541.52-01	Operating Supplies	62,891	48,032	52,495	51,000	51,000
402-4045-541.52-05	Operating Supplies	5,120	4,927	4,902	6,825	6,825
402-4045-541.53-00	Road Materials & Supplies	74,631	55,939	42,739	80,000	80,000
402-4045-541.54-01	Books/Pubs/Subscrs/Membs	349	420	610	180	720
402-4045-541.54-02	Books/Pubs/Subscrs/Membs	2,043	5,726	4,486	11,252	8,948
402-4045-541.54-03	Books/Pubs/Subscrs/Membs	38	78	-	-	-
402-4045-541.63-00	Improve Other Than Bldg	519,014	330,831	3,300,580	650,000	850,000
402-4045-541.64-00	Machinery & Equipment	195,671	334,847	133,721	467,295	66,000
402-7979-541.69-99	Fixed Assets - Capitalized	(714,685)	(665,678)	(3,531,146)	-	-
402-4045-541.71-21	Debt Service - Principal	-	-	-	233,797	240,223
402-4045-541.71-22	Debt Service - Principal	-	-	-	118,431	121,770
402-4045-541.71-23	Debt Service - Principal	-	-	-	20,604	21,077
402-4045-541.71-24	Debt Service - Principal	-	-	-	16,053	17,654
402-4045-541.71-25	Debt Service - Principal	-	-	-	-	157,401
402-4045-541.72-21	Debt Service - Interest	87,804	81,845	75,728	70,781	64,354
402-4045-541.72-22	Debt Service - Interest	60,826	57,714	54,515	52,752	49,413
402-4045-541.72-23	Debt Service - Interest	8,762	8,318	7,863	7,537	7,064
402-4045-541.72-24	Debt Service - Interest	-	617	17,219	1,717	10,366
402-4045-541.72-25	Debt Service - Interest	-	-	-	-	12,490
402-7979-541.59-99	Non Classified Expense	671,640	708,494	700,809	-	-
402-7979-590.99-90	Addition to Reserves	-	-	-	1,471,665	1,771,608
Total Stormwater Expenses		\$ 2,507,794	\$ 2,603,793	\$ 2,616,638	\$ 5,224,000	\$ 5,524,000

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	2016 Actual	2017 Actual	2018 Budget	2019 Budget
Salaries	\$ 2,250,266	\$ 1,278,665	\$ 1,373,434	\$ 2,480,224
Benefits	688,417	805,265	1,039,128	1,107,628
Operating	1,153,470	1,246,369	1,327,473	1,387,351
Supplies	284,806	322,432	320,073	353,132
Capital	-	-	-	-
Total	\$ 4,376,959	\$ 3,652,731	\$ 4,060,108	\$ 5,328,335

Funding Source

General Fund	\$ 4,376,959	\$ 3,652,731	\$ 4,060,108	\$ 5,328,335
Total	\$ 4,376,959	\$ 3,652,731	\$ 4,060,108	\$ 5,328,335

Recreation Department as a percentage of General Fund

6.1%



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	2016 Actual	2017 Actual	2018 Budget	2019 Budget
Salaries	\$ 512,136	\$ 533,363	\$ 583,323	\$ 587,284
Benefits	136,582	198,524	223,405	237,889
Operating	193,194	198,471	216,699	219,525
Supplies	45,344	51,554	48,950	64,215
Capital	-	-	-	-
Total	\$ 887,256	\$ 981,912	\$ 1,072,377	\$ 1,108,913

Funding Source				
General Fund	\$ 887,256	\$ 981,912	\$ 1,072,377	\$ 1,108,913
Total	\$ 887,256	\$ 981,912	\$ 1,072,377	\$ 1,108,913

Our Accomplishments in 2017-18

- ❖ Soap Box Derby participation increased by 15%.
- ❖ Department organized and hosted largest Christmas parade, 4th of July, Martin Luther King Day, Veterans Day, and Memorial Day events in the region.
- ❖ Oversaw rehabilitation of the shuffleboard courts.

Goals and Objectives for 2018-19

- ❖ Continue to expand attendance at events with the focus on the City sponsored events.
- ❖ Focus on safety at city events with minimal impact to guests.
- ❖ Expand reach of recreation programs through social media.
- ❖ Focus expansion of participation in the many areas of new home growth in Sanford.

- ❖ Oversee conversion of tennis courts to pickleball courts.

RECREATION - RECREATION DIVISION				
Performance Measures				
Activity	Actual 2015-2016	Actual 2016-2017	Expected 2017-2018	Proposed 2018-2019
Economic Impact from Guests Attending Events	11,637,513	12,000,000	12,500,000	13,000,000
Total Volunteer Hours	320	5,500	5,500	5,500

Authorized Positions

	Grade	Funded 2017	Funded 2018	+/-	Funded 2019	Authorized & Unfunded
Recreation Director	431	1.00	1.00	-	1.00	-
Recreation Manager	425	1.00	1.00	-	1.00	-
Recreation Supervisor	412	4.00	4.00	(1.00)	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	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2019 Final Budget
Personnel						
001-5501-572.12-00	Regular Salaries & Wages	405,789	442,770	460,903	479,053	473,830
001-5501-572.12-02	Regular Salaries - Additional Pays	10,288	10,938	11,000	13,964	13,964
001-5501-572.12-06	Reg Salaries - Opt Out Health Insurance	300	-	100	-	-
001-5501-572.13-00	Part Time Wages	40,662	49,691	43,215	59,576	68,760
001-5501-572.14-00	Overtime	17,197	8,737	18,145	30,730	30,730
001-5501-572.21-00	FICA/Medicare Taxes	35,688	38,050	39,395	44,749	45,055
001-5501-572.22-01	Retirement Contributions - FRS	39,030	42,179	57,411	51,979	55,175
001-5501-572.23-00	Medical Insurance	39,816	46,762	91,702	114,527	118,392
001-5501-572.23-02	Medical Insurance - Life & ST Disability	2,139	2,660	2,947	2,902	2,922
001-5501-572.24-00	Worker's Compensation	6,129	6,931	7,069	9,248	16,345
	Subtotal Personnel Services	597,038	648,718	731,887	806,728	825,173
Operating						
001-5501-572.34-00	Other Contractual Services	34,125	30,867	27,187	36,825	36,825
001-5501-572.40-00	Travel & Per Diem	2,181	-	1,486	3,382	3,382
001-5501-572.41-00	Communications Services	4,308	3,999	4,420	4,390	4,490
001-5501-572.42-00	Postage & Transportation	231	271	1,054	250	1,100
001-5501-572.44-00	Rentals & Leases	9,990	11,750	7,648	12,435	13,435
001-5501-572.45-01	Insurance - Operating Liability	41,915	54,527	59,572	48,383	43,108
001-5501-572.45-02	Insurance - Auto Liability	-	-	1,490	1,749	552
001-5501-572.46-00	Repair & Maintenance Services	1,747	1,956	1,068	6,500	3,000
001-5501-572.47-00	Printing & Binding	2,798	2,613	3,221	3,000	3,350
001-5501-572.48-00	Promotional Activities	78,863	80,799	84,904	92,500	103,000
001-5501-572.49-00	Other Charges/Obligations	6,094	6,412	6,421	7,285	7,283
001-5501-572.51-00	Office Supplies	1,804	2,457	1,992	2,500	2,500
001-5501-572.52-00	Operating Supplies	36,188	41,164	46,509	42,500	57,600
001-5501-572.52-05	Operating Supplies - Uniforms	896	1,073	653	1,100	1,100
001-5501-572.54-01	Books/Pubs/Subsc/Memb - Prof Dues	1,098	650	900	1,280	1,445
001-5501-572.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	1,255	-	1,500	1,570	1,570
	Subtotal Operating	223,493	238,538	250,025	265,649	283,740
Total Recreation		\$ 820,531	\$ 887,256	\$ 981,912	\$ 1,072,377	\$ 1,108,913

Special Facilities

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

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

Summary

Expenditures	2016 Actual	2017 Actual	2018 Budget	2019 Budget
Salaries	\$ 656,704	\$ 671,653	\$ 705,265	\$ 730,513
Benefits	198,711	203,551	292,363	317,915
Operating	325,761	315,944	375,279	364,693
Supplies	111,990	122,117	122,983	138,883
Capital	-	-	-	-
Total	\$ 1,293,166	\$ 1,313,265	\$ 1,495,890	\$ 1,552,004

Funding Source				
General Fund	\$ 1,293,166	\$ 1,313,265	\$ 1,495,890	\$ 1,552,004
Total	\$ 1,293,166	\$ 1,313,265	\$ 1,495,890	\$ 1,552,004

Our Accomplishments in 2017-18

- ❖ Hosted two Florida Collegiate Summer League teams at the Sanford Memorial Stadium.
- ❖ Hosted the first annual fund raiser for St. Jude's at the Larry A. Dale Aquatic Center.
- ❖ Completed the rehab of the shuffleboard courts.

- ❖ Repaved the Derby Park track for the soap box derby, acquired two 8 passenger golf carts, and added new safety features over the drainage cutout.

Goals and Objectives for 2018-19

- ❖ Host the 2019 FHSAA Water Polo Championships at the Aquatic Center.
- ❖ Increase mentoring outreach at the Westside Community Center.

RECREATION - SPECIAL FACILITIES				
Performance Measures				
Activity	Actual 2015-2016	Actual 2016-2017	Expected 2017-2018	Proposed 2018-2019
Economic Impact from Guests Attending Events	16,476,673	17,000,000	17,500,000	18,000,000
Total Volunteer Hours	320	1,500	1,500	1,500

Authorized Positions

	Grade	Funded 2017	Funded 2018	+/-	Funded 2019	Authorized & Unfunded
Civic Center Supervisor	415	1.00	1.00	-	1.00	-
Stadium Supervisor	414	1.00	1.00	-	1.00	-
Recreation Supervisor	412	3.00	3.00	-	3.00	1.00
Pool Supervisor	415	1.00	1.00	-	1.00	-
Groundskeeper, Lead	312	1.00	1.00	-	1.00	-
Lead Maintenance Worker	307	2.00	2.00	-	2.00	-
Custodial Worker II	305	2.00	2.00	-	2.00	-
Maintenance Worker (Part-Time)	304	2.00	2.00	-	2.00	-
Lifeguard (Part-Time)	401	3.00	3.00	-	3.00	-
Recreation Leader (Part-Time)	401	2.75	2.75	-	2.75	0.25
Total Full Time Equivalents		18.75	18.75	-	18.75	1.25

Recreation Special Facilities

Account	Description	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2019 Final Budget
Personnel						
001-5502-575.12-00	Regular Salaries & Wages	503,790	473,647	469,400	499,394	513,694
001-5502-575.12-02	Regular Salaries - Additional Pays	10,298	7,977	8,400	8,400	8,400
001-5502-575.12-06	Reg Salaries - Opt Out Health Insurance	2,400	2,406	5,600	2,400	2,400
001-5502-575.13-00	Part Time Wages	131,635	137,672	133,374	148,267	159,215
001-5502-575.14-00	Overtime	37,165	35,002	54,879	46,804	46,804
001-5502-575.21-00	FICA/Medicare Taxes	51,057	49,358	50,068	54,117	56,056
001-5502-575.22-01	Retirement Contributions - FRS	50,631	48,411	52,575	57,386	62,050
001-5502-575.23-00	Medical Insurance	72,865	84,828	84,089	160,337	165,749
001-5502-575.23-02	Medical Insurance - Life & ST Disability	2,595	2,999	3,254	3,683	3,840
001-5502-575.24-00	Worker's Compensation	13,451	13,115	13,565	16,840	30,220
001-5502-575.25-00	Unemployment Compensation	281	-	-	-	-
	Subtotal Personnel Services	876,168	855,415	875,204	997,628	1,048,428
Operating						
001-5502-575.34-00	Other Contractual Services	16,604	19,073	28,953	33,569	23,294
001-5502-575.40-00	Travel & Per Diem	249	-	-	200	200
001-5502-575.41-00	Communications Services	7,349	6,035	7,556	6,050	7,603
001-5502-575.43-00	Utility Services	155,927	187,176	166,965	189,945	189,945
001-5502-575.44-00	Rentals & Leases	7,896	13,233	13,192	16,520	13,835
001-5502-575.45-01	Insurance - Operating Liability	9,049	11,995	12,444	15,900	15,029
001-5502-575.45-02	Insurance - Auto Liability	2,043	2,108	118	138	130
001-5502-575.46-00	Repair & Maintenance Services	115,963	74,868	78,544	101,357	102,757
001-5502-575.47-00	Printing & Binding	653	443	767	600	900
001-5502-575.48-00	Promotional Activities	7,272	10,830	7,405	11,000	11,000
001-5502-575.49-00	Other Charges/Obligations	695	1,821	888	1,933	1,183
001-5502-575.51-00	Office Supplies	903	1,585	2,139	1,400	2,200
001-5502-575.52-00	Operating Supplies	73,673	93,885	103,722	103,100	119,000
001-5502-575.52-01	Operating Supplies - Gasoline/Diesel/Lubric	10,602	11,551	11,398	12,000	12,000
001-5502-575.52-05	Operating Supplies - Uniforms	3,424	3,148	3,970	4,550	4,500
	Subtotal Operating	412,302	437,751	438,061	498,262	503,576
Total Recreation Special Facilities		\$1,288,470	\$1,293,166	\$1,313,265	\$1,495,890	\$1,552,004

Parks and Grounds

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

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

Summary

Expenditures	2016 Actual	2017 Actual	2018 Budget	2019 Budget
Salaries	\$ 971,601	\$ 971,694	\$ 1,040,003	\$ 1,041,251
Benefits	321,359	369,114	468,649	491,425
Operating	616,621	713,400	716,837	783,613
Supplies	124,275	146,403	142,001	143,895
Capital	-	-	-	-
Total	\$ 2,033,856	\$ 2,200,611	\$ 2,367,490	\$ 2,460,184

Funding Source				
General Fund	\$ 2,033,856	\$ 2,200,611	\$ 2,367,490	\$ 2,460,184
Total	\$ 2,033,856	\$ 2,200,611	\$ 2,367,490	\$ 2,460,184

Our Accomplishments in 2017-18

- ❖ Completed Centennial Park rehabilitation.
- ❖ Installed a new playground and fence in Starke Park.
- ❖ Started the bridge design and bid for Starke Park.
- ❖ Replaced 30 benches and 8 swings on Riverwalk Phase I.
- ❖ Took over maintenance of 17-92 from FDOT.
- ❖ Purchased three new utility carts and replace one vehicle.
- ❖ Installed new playground at Bay Avenue Park.
- ❖ Installed color LED Tri-Tier Floating Fountain at Lake Corolla.

Goals and Objectives for 2018-19

- ❖ Replace 18 benches along Riverwalk Phase I.
- ❖ Install asphalt millings at the Sanford municipal cemetery.
- ❖ Replace several pieces of landscape maintenance equipment.
- ❖ Improve landscaping in the downtown area.
- ❖ Complete the Terwilliger Trail project.
- ❖ Continue the Adopt-a-park program to include the Cemetery.
- ❖ Purchase and replace 12 folia signs on Riverwalk Phase I and North Shore.
- ❖ Complete the bridge replacement at Starke Park.
- ❖ Complete painting at Ft. Mellon Park.

RECREATION - PARKS AND GROUNDS				
Performance Measures				
Activity	Actual 2015-2016	Actual 2016-2017	Expected 2017-2018	Proposed 2018-2019
Acres Maintained	251	251	288	300
Acres Contracted	81	81	132	144
Acres In-House	170	170	156	156
Work Orders Generated	593	575	550	550
Work Orders Completed	518	138	500	500
Special Events	90	43	100	110

Authorized Positions

	Grade	Funded 2017	Funded 2018	+/-	Funded 2019	Authorized & Unfunded
Operations Manager	422	1.00	1.00	-	1.00	-
Project Manager **	423	0.70	0.70	(0.70)	-	-
Operations Superintendent	419	1.00	1.00	-	1.00	-
Urban Forester	416	1.00	1.00	-	1.00	-
Crew Leader	414	2.00	2.00	-	2.00	1.00
Spray Technician	312	2.00	2.00	-	2.00	-
Irrigation Technician	311	1.00	2.00	-	2.00	1.00
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	4.00	3.00	-	3.00	-
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	27.20	(0.70)	26.50	4.00

Parks and Grounds

Account	Description	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2019 Final Budget
Personnel						
001-5508-572.12-00	Regular Salaries & Wages	915,571	919,098	909,815	950,160	925,492
001-5508-572.12-02	Regular Salaries - Additional Pays	12,058	12,058	12,577	23,461	23,461
001-5508-572.12-06	Reg Salaries - Opt Out Health Insurance	4,800	4,211	3,600	3,519	4,692
001-5508-572.13-10	Other Salaries & Wages - Part Time	20,994	14,340	14,571	32,658	57,401
001-5508-572.14-00	Overtime	21,963	21,894	31,131	30,205	30,205
001-5508-572.21-00	FICA/Medicare Taxes	72,217	72,234	71,300	79,765	79,867
001-5508-572.22-01	Retirement Contributions - FRS	76,754	71,072	76,614	85,599	88,666
001-5508-572.23-00	Medical Insurance	146,134	150,715	193,094	268,499	266,175
001-5508-572.23-02	Medical Insurance - Life & ST Disability	4,665	4,461	4,688	4,930	4,949
001-5508-572.24-00	Worker's Compensation	22,832	22,929	23,418	29,856	51,768
001-5508-572.25-00	Unemployment Compensation	-	(52)	-	-	-
	Subtotal Personnel Services	1,297,988	1,292,960	1,340,808	1,508,652	1,532,676
Operating						
001-5508-572.31-00	Professional Services	28,500	27,569	13,500	27,000	27,000
001-5508-572.34-00	Other Contractual Services	34,617	1,186	2,680	2,118	2,118
001-5508-572.40-00	Travel & Per Diem	27	149	65	450	450
001-5508-572.41-00	Communications Services	16,164	13,611	12,945	18,899	14,880
001-5508-572.42-00	Postage & Transportation	509	396	496	550	550
001-5508-572.43-00	Utility Services	237,378	245,918	247,823	242,322	248,322
001-5508-572.44-00	Rentals & Leases	3,246	7,261	4,203	5,964	8,293
001-5508-572.45-01	Insurance - Operating Liability	24,868	42,261	73,523	80,327	84,236
001-5508-572.45-02	Insurance - Auto Liability	10,350	11,143	11,175	13,856	6,697
001-5508-572.46-00	Repair & Maintenance Services	192,995	259,899	337,218	308,446	386,752
001-5508-572.47-00	Printing & Binding	747	481	1,264	1,000	1,300
001-5508-572.48-00	Promotional Activities	804	3,969	3,884	11,665	8,275
001-5508-572.49-00	Other Charges/Obligations	4,105	2,778	4,624	4,240	4,740
001-5508-572.51-00	Office Supplies	2,218	2,496	1,164	2,700	1,500
001-5508-572.52-00	Operating Supplies	78,510	81,105	98,930	84,341	87,750
001-5508-572.52-01	Operating Supplies - Gasoline/Diesel/Lubric	38,425	29,025	33,975	36,500	36,500
001-5508-572.52-05	Operating Supplies - Uniforms	7,103	8,837	8,274	9,750	9,750
001-5508-572.54-01	Books/Pubs/Subsc/Memb - Prof Dues	640	1,194	674	1,050	735
001-5508-572.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	944	1,618	2,886	7,160	7,160
001-5508-572.54-03	Books/Pubs/Subsc/Memb - Subscriptions	367	-	500	500	500
	Subtotal Operating	682,517	740,896	859,803	858,838	937,508
Total Parks and Grounds		\$1,980,505	\$2,033,856	\$2,200,611	\$2,367,490	\$2,470,184

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	2016 Actual	2017 Actual	2018 Budget	2019 Budget
Salaries	\$ 109,825	\$ 114,161	\$ 120,126	\$ 121,176
Benefits	31,765	34,076	54,711	60,399
Operating	17,894	18,554	18,658	19,520
Supplies	3,197	2,358	6,139	6,139
Capital	-	-	-	-
Total	\$ 162,681	\$ 169,149	\$ 199,634	\$ 207,234

Funding Source				
General Fund	\$ 162,681	\$ 169,149	\$ 199,634	\$ 207,234
Total	\$ 162,681	\$ 169,149	\$ 199,634	\$ 207,234

Our Accomplishments in 2017-18

- ❖ Assisted WUCF with the Central Florida Road trip.
- ❖ Created a scavenger hunt program for children.
- ❖ Worked with the Women's Club on a Merchant Mixer.
- ❖ Hosted two book signings.

Goals and Objectives for 2018-19

- ❖ Research Women's Suffrage for the 100 year anniversary.

- ❖ Work with a cryptographer to decipher Henry Sanford's coded letters and telegrams.
- ❖ Complete rehab of storage to acid free storage for Henry Sanford's papers.

RECREATION - MUSEUM				
Performance Measures				
Activity	Actual 2015-2016	Actual 2016-2017	Expected 2017-2018	Proposed 2018-2019
Economic Impact on Guests Attending Events	39,460	50,000	60,000	70,000
Total Volunteer Hours	238	146	200	220
Research Requests Received	0	0	480	525

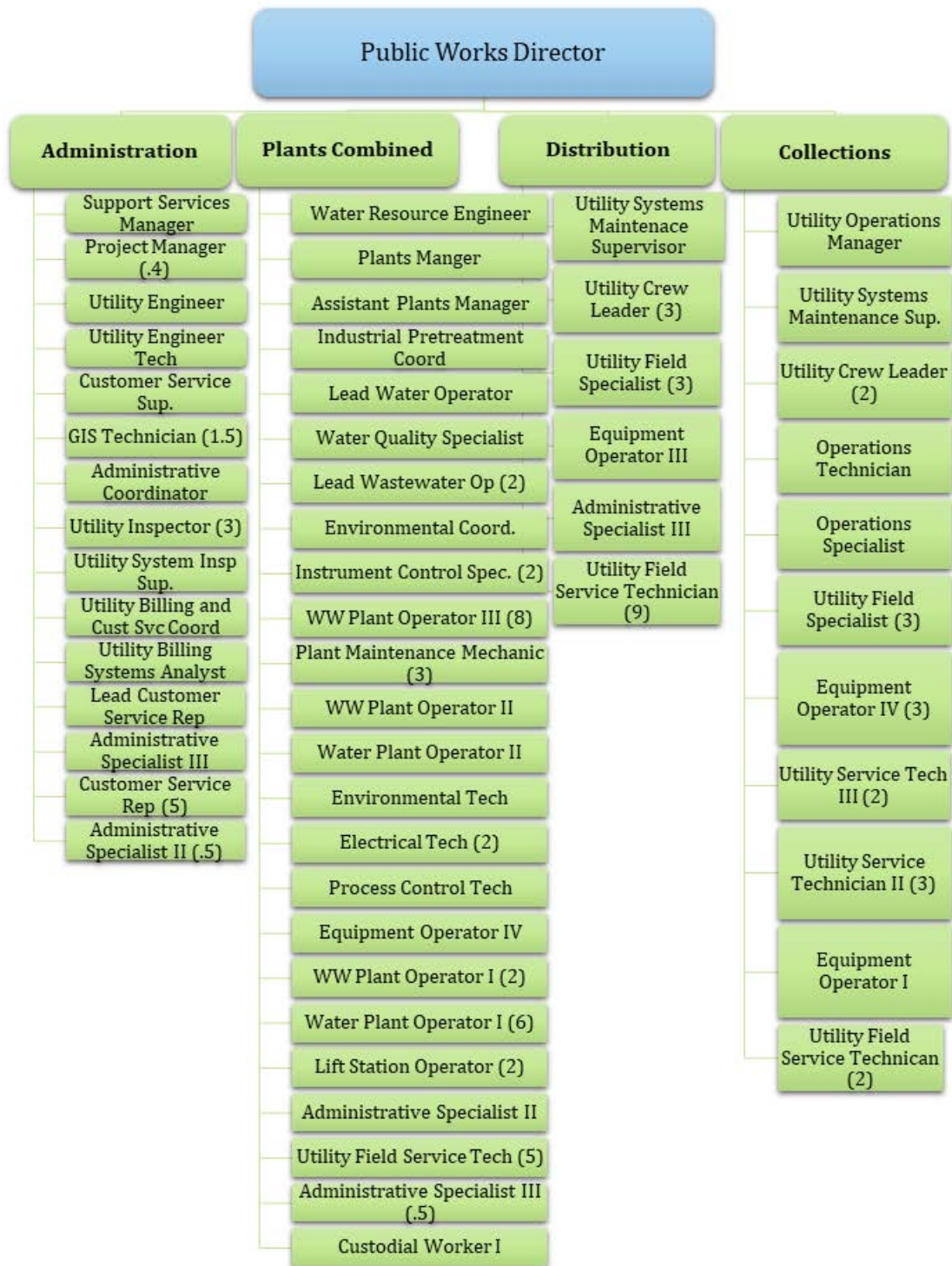
Authorized Positions

	Grade	Funded 2017	Funded 2018	+/-	Funded 2019	Authorized & Unfunded
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 Equivalents		3.10	3.10	-	3.10	-

Recreation Museum

Account	Description	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2019 Final Budget
Personnel						
001-5052-573.12-00	Regular Salaries & Wages	84,475	90,496	94,800	93,266	93,784
001-5052-573.12-06	Reg Salaries - Opt Out Health Insurance	-	1,400	2,400	3,600	3,600
001-5052-573.13-00	Part Time Wages	16,133	17,929	16,961	23,260	23,792
001-5052-573.14-00	Overtime	-	-	-	917	917
001-5052-573.21-00	FICA/Medicare Taxes	7,418	8,098	8,361	9,284	9,370
001-5052-573.22-01	Retirement Contributions - FRS	7,298	7,527	8,941	9,381	13,651
001-5052-573.23-00	Medical Insurance	12,166	15,482	16,009	34,358	35,518
001-5052-573.23-02	Medical Insurance - Life & ST Disability	416	538	634	615	668
001-5052-573.24-00	Worker's Compensation	115	120	131	156	275
	Subtotal Personnel Services	128,021	141,590	148,237	174,837	181,575
Operating						
001-5052-573.34-00	Other Contractual Services	1,766	2,154	858	1,349	858
001-5052-573.41-00	Communications Services	1,056	1,024	795	1,075	820
001-5052-573.43-00	Utility Services	8,218	10,218	11,125	10,600	11,300
001-5052-573.45-01	Insurance - Operating Liability	2,184	2,342	3,664	2,934	2,907
001-5052-573.46-00	Repair & Maintenance Services	1,764	2,145	2,112	2,500	3,435
001-5052-573.47-00	Printing & Binding	341	-	-	200	200
001-5052-573.49-00	Other Charges/Obligations	-	11	-	-	-
001-5052-573.51-00	Office Supplies	909	1,262	421	1,500	1,500
001-5052-573.52-00	Operating Supplies	2,604	1,670	1,634	3,750	3,250
001-5052-573.52-05	Operating Supplies - Uniforms	-	-	38	-	-
001-5052-573.54-01	Books/Pubs/Subsc/Memb - Prof Dues	165	265	265	515	515
001-5052-573.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	-	-	-	174	774
001-5052-573.54-03	Books/Pubs/Subsc/Memb - Subscriptions	-	-	-	200	100
	Subtotal Operating	19,007	21,091	20,912	24,797	25,659
Total Recreation Museum		\$ 147,028	\$ 162,681	\$ 169,149	\$ 199,634	\$ 207,234

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.

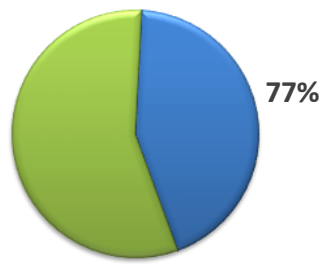
Role of Water and Wastewater Department

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 2019 final budget anticipates a 2.95% CPI rate increase to water and wastewater, effective October 1, 2018.

Summary

Expenditures	2016 Actual	2017 Actual	2018 Budget	2019 Budget
Salaries	\$ 4,461,664	\$ 4,453,360	\$ 4,853,962	\$ 5,344,736
Benefits	1,817,207	1,817,207	1,571,727	2,113,904
Operating	5,611,340	5,662,856	6,653,029	3,603,934
Supplies	820,710	942,921	1,417,850	1,621,129
Other	-	-	-	-
Capital Projects	549,470	1,887,713	8,427,000	13,368,250
Non Departmental	7,601,618	6,179,210	8,163,867	10,535,504
Total	\$ 20,862,009	\$ 20,943,267	\$ 31,087,435	\$ 36,587,457

Water and Wastewater Department as a percentage of Enterprise Fund



Water/Wastewater						
Account	Description	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2019 Final Budget
Revenues						
451-0000-335.49-01	Fuel Tax Refund	8,905	9,133	9,667	9,000	9,000
451-0000-341.90-03	Tax Collection Commission	193	197	201	200	200
451-0000-343.60-61	Sewer Charges	9,693,438	9,577,682	10,217,504	10,586,706	10,293,243
451-0000-343.60-62	Sewer Base	3,538,617	3,616,671	3,660,826	3,972,542	4,118,151
451-0000-343.60-63	Water Metered	5,607,803	5,513,217	6,075,411	6,019,891	6,080,000
451-0000-343.60-64	Water Base	2,464,019	2,497,142	2,528,996	2,749,418	2,838,230
451-0000-343.60-65	Reclaimed Water Flow	1,068,963	1,142,657	1,685,380	1,925,096	1,700,000
451-0000-343.60-66	Reclaimed Water Base	304,355	311,419	327,533	360,690	366,809
451-0000-343.65-02	Hydrant Rental Other	28,426	19,826	10,597	11,106	21,864
451-0000-343.66-00	Sewer Service Fee	2,100	5,025	10,400	7,200	5,000
451-0000-343.66-10	Interceptor Services	(429)	104,691	327,776	-	-
451-0000-343.66-12	Permitting Fees	36,980	35,550	30,533	-	-
451-0000-343.66-14	Test and Analysis Fees	2,015	10,994	24,499	-	-
451-0000-343.66-16	Violations and Penalties	1,450	4,579	8,236	-	-
451-0000-343.67-00	Water Service Charges	309,169	356,499	308,194	351,692	360,000
451-0000-343.68-00	Reclaimed Water Services	28,797	23,800	27,667	17,184	30,000
451-0000-361.10-00	Interest	179,818	285,900	268,026	270,000	100,000
451-0000-361.10-99	Interest	7,805	-	-	-	-
451-0000-361.30-00	Interest	33,998	(24,844)	(116,348)	-	-
451-0000-361.30-99	Interest	2,514	-	-	-	-
451-0000-361.40-00	Interest	(74,055)	(24,033)	(54,923)	-	-
451-0000-361.40-99	Interest	(2,742)	-	-	-	-
451-0000-362.01-00	Rent Lake Jessup Groves	4,349	-	-	-	-
451-0000-362.10-00	Rent	9	10	10	10	10
451-0000-362.10-01	Rent Cattle Lease Site 10	46,863	43,260	44,558	43,000	43,000
451-0000-362.10-02	Rent Derby Park	42,566	46,273	48,132	47,000	48,000
451-0000-362.10-06	Deltona Sod	468	-	-	-	-
451-0000-362.10-07	Rent - AT&T Tower Lease	21,824	22,479	23,153	22,500	23,000
451-0000-364.41-00	Disposition of Assets	(21,137)	290,427	28,659	-	25,000
451-0000-365.10-00	Sale of Scrap	1,447	779	-	1,000	-
451-0000-369.40-19	Reimbursements	65,150	65,150	65,150	65,150	65,150
451-0000-369.41-00	Reimbursements	(327)	5,527	1,501	6,000	1,500
451-0000-369.42-00	Reimbursements - contract work	800	504	-	500	-
451-0000-369.90-00	Other Miscellaneous	(2,082)	3,275	1,823	-	1,800
451-0000-369.90-01	Cash Over/(Short)	(357)	5	(124)	-	-
451-0000-369.91-01	Returned Checks	7,584	7,175	6,031	7,000	6,000
451-0000-369.92-00	Delinquent Late Fees	5,636	3,116	(1,071)	3,000	-
451-0000-369.92-01	Delinquent Late Fees	367,325	365,121	360,432	370,000	370,000
451-0000-381.14-00	Transfers - Impact Fee Fund	-	320,000	800,000	800,000	800,000
451-0000-389.80-01	Contributions - Subdivisions	871,724	63,198	2,814,125	-	60,000
451-0000-389.98-00	Use of Reserves	-	-	-	5,927,000	-
Total Water/Wastewater Revenues		#####	#####	#####	#####	#####

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	2016 Actual	2017 Actual	2018 Budget	2019 Budget
Salaries	\$ 819,434	\$ 786,056	\$ 974,449	\$ 1,114,261
Benefits	333,249	286,699	357,909	424,715
Operating	2,215,941	2,170,609	2,537,365	2,844,564
Supplies	25,595	24,843	66,554	66,474
Capital	-	-	-	-
Other	-	-	-	-
Total	\$ 3,394,219	\$ 3,268,207	\$ 3,936,277	\$ 4,450,014

Funding Source				
Water and Waste	\$ 3,394,219	\$ 3,268,207	\$ 3,936,277	\$ 4,450,014
Total	\$ 3,394,219	\$ 3,268,207	\$ 3,936,277	\$ 4,450,014

Our Accomplishments in 2017-18

- ❖ Completed financial forecast.
- ❖ Improved how to quickly solve customer concerns by improving the process of handling problems, improving vertical training among customer services representatives, adapting the model of “going the extra mile,” and implementing the call tracking system.

Goals and Objectives for 2018-19

- ❖ Resolve customer concerns in a timely manner.

- ❖ Friendly service and customer satisfaction.
- ❖ Increase communication between employees and customers.

UTILITIES - ADMINISTRATION				
Performance Measures				
Activity	Actual 2015-2016	Actual 2016-2017	Expected 2017-2018	Proposed 2018-2019
Total # of utility bills processed	226,011	228,000	229,115	
Total # of bank draft payments	12,850	13,696		
Total # of credit card payments	80,797	84,000		
Total # of walk up customers served	34,956	42,756		
Water Quality Complaints	63	64	10	0
Stolen Meters	18	1	3	0
% of payments from bank drafting	8.40%	5.70%		
% payments from credit card transactions	53.70%	33.40%		

Authorized Positions

	Grade	Funded 2017	Funded 2018	+/-	Funded 2019	Authorized & Unfunded
Public Utilities Director	432	1.00	-	-	-	-
Public Works Director **	433	-	0.45	-	0.45	-
Utility Support Services Manager	426	1.00	1.00	-	1.00	-
Utility System Engineer	423	1.00	1.00	-	1.00	-
Utility Engineer Technician		1.00	1.00	-	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	-	3.00	-
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	1.00	(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		21.00	20.45	0.40	20.85	-

**Split between funds or departments/divisions

<i>Account</i>	<i>Description</i>	<i>2015 Actual</i>	<i>2016 Actual</i>	<i>2017 Actual</i>	<i>2018 Budget</i>	<i>2019 Final Budget</i>
Administration						
451-4510-536.12-00	Regular Salaries & Wages	847,487	787,138	734,077	946,199	1,060,037
451-4510-536.12-02	Regular Salaries - Additional Pays	5,080	3,869	11,772	16,710	16,710
451-4510-536.12-06	Reg Salaries - Opt Out Health Insurance	2,200	3,403	3,850	6,540	5,340
451-4510-536.12-10	Regular Salaries & Wages - OPEB	10,952	10,721	22,133	-	-
451-4510-536.13-00	Other Salaries & Wages	-	-	-	-	17,174
451-4510-536.14-00	Overtime	7,569	14,303	14,224	5,000	15,000
451-4510-536.21-00	FICA/Medicare Taxes	66,420	64,098	55,862	74,743	85,468
451-4510-536.22-01	Retirement Contributions	73,031	66,227	59,807	82,008	101,629
451-4510-536.23-00	Medical Insurance	103,411	92,901	133,947	188,969	219,026
451-4510-536.23-02	Medical Insurance - Life & ST Disability	4,227	3,788	3,580	4,836	5,539
451-4510-536.24-00	Worker's Compensation	7,565	5,922	4,710	7,353	13,053
451-4510-536.25-00	Unemployment Comp	-	1,030	-	-	-
451-4510-536.27-00	Pension GASB 68	33,727	99,283	28,793	-	-
451-4510-536.31-00	Professional Services	240,073	322,246	237,281	404,600	408,000
451-4510-536.32-00	Professional Services	-	-	4,000	4,000	-
451-4510-536.34-00	Other Contractual Services	45,394	57,248	56,847	46,452	162,365
451-4510-536.34-08	Computer Services - GF	171,563	198,771	198,771	278,998	296,986
451-4510-536.34-09	Engineering Services - GF	94,720	90,914	90,914	37,538	90,914
451-4510-536.34-10	Personnel Services - GF	96,204	80,492	80,492	96,811	102,378
451-4510-536.34-11	Finance/Administration - GF	883,277	770,629	770,629	1,013,531	1,155,065
451-4510-536.34-12	Fleet - GF	97,306	100,027	100,027	107,383	41,545
451-4510-536.40-00	Travel & Per Diem	851	1,637	561	3,700	3,700
451-4510-536.41-00	Communications Services	10,345	11,289	12,807	10,050	10,050
451-4510-536.42-00	Postage & Transportation	67,241	66,648	72,880	72,500	77,500
451-4510-536.43-00	Utility Services	184,420	196,184	201,045	172,000	200,000
451-4510-536.44-00	Rentals & Leases	6,118	6,556	6,963	6,500	6,500
451-4510-536.45-01	Insurance - Operating Liability	12,304	20,742	23,997	24,417	25,044
451-4510-536.45-02	Insurance - Auto Liability	1,545	1,465	1,672	1,686	753
451-4510-536.46-00	Repair & Maintenance Services	16,768	14,477	8,443	32,045	33,810
451-4510-536.47-00	Printing & Binding	48,968	54,293	49,842	70,954	75,954
451-4510-536.48-00	Promotional Activities	1,894	2,267	2,619	7,200	7,000
451-4510-536.49-00	Other Charges/Obligations	176,098	220,056	250,819	147,000	147,000
451-4510-536.51-00	Office Supplies	11,348	10,347	10,337	18,000	14,500
451-4510-536.52-00	Operating Supplies	4,306	4,799	3,848	5,017	7,217
451-4510-536.52-01	Operating Supplies - Gasoline/Diesel/Lub	6,493	4,205	5,591	9,952	9,952
451-4510-536.52-05	Operating Supplies - Uniforms	860	1,113	1,732	1,900	2,100
451-4510-536.54-01	Books/Pubs/Subsc/Memb - Prof Dues	1,095	1,816	2,148	2,655	2,655
451-4510-536.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	3,000	3,295	888	21,200	26,720
451-4510-536.54-03	Books/Pubs/Subsc/Memb - Subscriptions	40	20	298	100	100
451-4510-536.54-04	Books/Pubs/Subsc/Memb - School Tuition	-	-	-	7,730	3,230
451-4510-536.55-00	Training	150	-	-	-	-
451-4510-536.72-45	Debt Service - Interest	3,900	7,913	12,041	-	-
Total Administration		\$ 3,347,950	\$ 3,402,132	\$ 3,280,248	\$ 3,936,277	\$ 4,450,014

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	2016 Actual	2017 Actual	2018 Budget	2019 Budget
Salaries	\$ 2,155,869	\$ 2,151,607	\$ 2,372,131	\$ 2,544,755
Benefits	863,260	715,942	865,621	959,756
Operating	281,358	239,939	419,878	424,570
Supplies	88,387	103,550	117,231	109,305
Capital	-	-	-	-
Total	\$ 3,388,874	\$ 3,211,038	\$ 3,774,861	\$ 4,038,386

Funding Source				
Water and Wastewater	\$ 3,388,874	\$ 3,211,038	\$ 3,774,861	\$ 4,038,386
Total	\$ 3,388,874	\$ 3,211,038	\$ 3,774,861	\$ 4,038,386

Our Accomplishments in 2017-18

- ❖ Rebuilt 2nd oxidation ditch rotor, gearbox, and motor at the SWRC.
- ❖ Upgraded all submersible lift stations that do not have onsite generators to new style plugs and overhauled one vacuum pump at the vacuum lift station.
- ❖ Replaced golf course #4 well pump, motor, and piping.
- ❖ Replaced sodium hypochlorite bulk storage chemical tank at the NWRf.
- ❖ Replaced WTP #2 high service pump rotating assembly.
- ❖ Installed network firewalls for NWRf and SWRC SCADA systems.
- ❖ Replaced both ac units in the electrical control room at the SWRC.
- ❖ Replaced vacuum lift station emergency backup generator diesel fuel day tank.

- ❖ Remodeled front entrance and replaced electrical front gate at the SWRC to provide easier access for deliveries.
- ❖ Repaired Oregon Wellfield pump #1.

Goals and Objectives for 2018-19

- ❖ Install four lift station generators.
- ❖ Replace fencing on the east side of NWRP.
- ❖ Repair roofs damaged during Hurricane IRMA.
- ❖ Repair damage to site 10 from Hurricane IRMA.
- ❖ Purchase two generators.
- ❖ Place new biosolids solar dryer in operation.

UTILITIES - COMBINED WATER AND WASTEWATER				
Performance Measures				
Activity	Actual 2015-2016	Actual 2016-2017	Expected 2017-2018	Proposed 2018-2019
# Gallons water produced (in million gallons)	2,417	2,352	2,406	2,460
Water Consumption (in million gallons)	2,109	2,148	2,198	2,246
Average daily demand (MGD)	6.5	6.4	6.6	6.7
Average total maximum daily flow (MGD)	2,017	7	7	7
% water produced within FDEP compliance	100%	100%	100%	100%

Authorized Positions

	Grade	Funded 2017	Funded 2018	+/-	Funded 2019	Authorized & Unfunded
Water Resource Engineer	423	1.00	1.00	-	1.00	-
Plants Manager - Maintenance	423	1.00	1.00	(1.00)	-	-
Plants Manager - Operations	422	1.00	1.00	(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	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	314	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	1.00
Lift Station Operator	311	2.00	2.00	-	2.00	-
Administrative Specialist II	409	1.00	1.00	-	1.00	-
Utility Service Technician I	307	5.00	5.00	(5.00)	-	-
Administrative Specialist I**	114	-	-	-	-	0.50
Utility Field Service Technician	307	-	-	5.00	5.00	-
Administrative Specialist II**	409	0.50	0.50	-	0.50	0.50
Custodial Worker I	302	1.00	1.00	-	1.00	-
Total Full Time Equivalents		46.50	46.50	-	46.50	3.00

**Split between funds or departments/divisions

<i>Account</i>	<i>Description</i>	<i>2015 Actual</i>	<i>2016 Actual</i>	<i>2017 Actual</i>	<i>2018 Budget</i>	<i>2019 Final Budget</i>
Combined Water and Wastewater						
451-4520-536.12-00	Regular Salaries & Wages	1,994,391	2,033,251	1,953,681	2,273,570	2,383,568
451-4520-536.12-02	Regular Salaries - Additional Pays	5,323	5,528	15,660	19,887	20,387
451-4520-536.12-06	Reg Salaries - Opt Out Health Insurance	12,800	10,725	9,000	12,000	10,800
451-4520-536.12-10	Regular Salaries & Wages - OPEB	26,117	25,566	49,009	-	-
451-4520-536.13-00	Other Salaries & Wages	-	-	-	16,674	-
451-4520-536.14-00	Overtime	73,115	80,799	124,257	50,000	130,000
451-4520-536.21-00	FICA/Medicare Taxes	154,696	160,195	155,969	181,944	195,165
451-4520-536.22-01	Retirement Contributions	161,632	163,167	169,526	191,759	218,581
451-4520-536.23-00	Medical Insurance	217,882	249,969	262,602	435,201	449,890
451-4520-536.23-02	Medical Insurance - Life & ST Disability	9,747	11,052	11,661	11,566	11,992
451-4520-536.24-00	Worker's Compensation	33,405	33,747	34,570	45,151	84,128
451-4520-536.25-00	Unemployment Cont	(3,869)	4,400	-	-	-
451-4520-536.27-00	Pension GASB 68	74,645	240,730	81,614	-	-
451-4520-536.31-00	Professional Services	67,810	133,282	57,211	185,000	205,000
451-4520-536.34-00	Other Contractual Services	13,966	10,089	27,147	30,000	35,000
451-4520-536.40-00	Travel & Per Diem	911	4,064	5,769	6,800	6,050
451-4520-536.41-00	Communications Services	11,778	11,910	12,925	17,076	-
451-4520-536.42-00	Postage & Transportation	454	185	354	1,000	500
451-4520-536.44-00	Rentals & Leases	7,425	7,425	7,268	5,000	7,500
451-4520-536.45-01	Insurance - Operating Liability	3,679	6,625	7,966	8,345	8,332
451-4520-536.45-02	Insurance - Auto Liability	13,256	14,115	13,767	16,457	6,888
451-4520-536.46-00	Repair & Maintenance Services	61,408	76,061	71,722	107,000	112,000
451-4520-536.47-00	Printing & Binding	842	699	621	250	350
451-4520-536.48-00	Promotional Activities	-	-	-	100	100
451-4520-536.49-00	Other Charges/Obligations	9,364	16,903	35,190	42,850	42,850
451-4520-536.51-00	Office Supplies	3,967	1,547	1,332	3,200	3,200
451-4520-536.52-00	Operating Supplies	20,599	15,462	15,740	13,500	13,000
451-4520-536.52-01	Operating Supplies - Gasoline/Diesel/Lub	68,597	55,591	68,936	77,191	70,000
451-4520-536.52-05	Operating Supplies - Uniforms	7,551	11,689	5,937	10,000	9,000
451-4520-536.54-01	Books/Pubs/Subsc/Memb - Prof Dues	3,207	278	2,774	2,390	3,900
451-4520-536.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	3,952	3,820	8,506	10,500	9,755
451-4520-536.54-03	Books/Pubs/Subsc/Memb - Subscriptions	271	-	325	450	450
451-4520-536.63-00	Improve Other Than Bldg	-	-	-	-	-
Total Combined Water and Wastewater		\$ 3,058,921	\$ 3,388,874	\$ 3,211,038	\$ 3,211,038	\$ 4,038,386

<i>Account</i>	<i>Description</i>	<i>2015 Actual</i>	<i>2016 Actual</i>	<i>2017 Actual</i>	<i>2018 Budget</i>	<i>2019 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	31,080	35,272	21,356	66,000	76,000
451-4521-536.43-00	Utility Services	258,742	224,239	217,955	225,978	225,978
451-4521-536.44-00	Rentals & Leases	-	-	-	1,890	1,000
451-4521-536.45-01	Insurance - Operating Liability	1,014	1,712	1,975	2,014	2,061
451-4521-536.46-00	Repair & Maintenance Services	59,592	25,212	30,166	73,000	85,000
451-4521-536.47-00	Printing & Binding	-	-	-	1,000	500
451-4521-536.51-00	Office Supplies	437	-	-	1,500	1,000
451-4521-536.52-00	Operating Supplies	94,014	117,056	91,396	155,500	166,500
451-4521-536.52-01	Operating Supplies - Gasoline/Diesel/Lub	4,091	2,784	7,317	8,000	8,000
Total Water Plant #1		\$ 448,970	\$ 410,534	\$ 370,165	\$ 564,882	\$ 596,039

<i>Account</i>	<i>Description</i>	<i>2015 Actual</i>	<i>2016 Actual</i>	<i>2017 Actual</i>	<i>2018 Budget</i>	<i>2019 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	13,601	26,365	14,888	25,000	90,000
451-4522-536.43-00	Utility Services	144,417	140,251	137,894	134,000	150,000
451-4522-536.44-00	Rentals & Leases	-	161	-	1,890	1,300
451-4522-536.45-01	Insurance - Operating Liability	627	1,059	1,222	1,606	1,643
451-4522-536.46-00	Repair & Maintenance Services	15,226	41,170	46,145	38,500	70,000
451-4522-536.52-00	Operating Supplies	87,575	92,782	227,397	296,000	371,000
Total Water Plant #2		\$ 261,446	\$ 301,788	\$ 427,546	\$ 496,996	\$ 713,943

<i>Account</i>	<i>Description</i>	<i>2015 Actual</i>	<i>2016 Actual</i>	<i>2017 Actual</i>	<i>2018 Budget</i>	<i>2019 Final Budget</i>
Well Fields						
451-4525-536.45-01	Insurance - Operating Liability	1,090	1,841	2,124	5,695	14,300
451-4525-536.46-00	Repair & Maintenance Services	23,622	59,070	52,386	53,500	60,500
451-4525-536.49-00	Other Charges/Obligations	-	-	-	250	250
451-4525-536.52-00	Operating Supplies	-	411	17	500	500
Total Well Fields		\$ 24,712	\$ 61,322	\$ 54,527	\$ 59,945	\$ 75,550

<i>Account</i>	<i>Description</i>	<i>2015 Actual</i>	<i>2016 Actual</i>	<i>2017 Actual</i>	<i>2018 Budget</i>	<i>2019 Final Budget</i>
Wastewater Treatment - North Plant						
451-4527-536.31-00	Professional Services	19,950	-	291,163	29,000	29,000
451-4527-536.34-00	Other Contractual Services	86,053	319,396	268,198	385,000	475,250
451-4527-536.42-00	Communications Services	-	-	228	-	-
451-4527-536.43-00	Utility Services	691,088	623,229	688,816	622,308	692,755
451-4527-536.44-00	Rentals & Leases	-	-	-	1,106	1,000
451-4527-536.45-01	Insurance - Operating Liability	118,478	200,256	230,988	235,792	242,421
451-4527-536.46-00	Repair & Maintenance Services	269,821	158,998	145,940	316,500	306,500
451-4527-536.47-00	Printing & Binding	-	454	-	100	100
451-4527-536.49-00	Other Charges/Obligations	799	329	654	700	700
451-4527-536.51-00	Office Supplies	2,844	2,379	1,065	3,000	3,000
451-4527-536.52-00	Operating Supplies	294,388	452,839	470,641	547,500	622,500
451-4527-536.52-01	Operating Supplies - Gasoline/Diesel/Lub	-	12,015	-	20,000	15,000
Total Wastewater Treatment - North Plant		\$ 1,483,421	\$ 1,769,895	\$ 2,097,692	\$ 2,161,006	\$ 2,388,226

<i>Account</i>	<i>Description</i>	<i>2015 Actual</i>	<i>2016 Actual</i>	<i>2017 Actual</i>	<i>2018 Budget</i>	<i>2019 Final Budget</i>
Wastewater Treatment - South Plant						
451-4528-536.31-00	Professional Services	100	100	2,731	14,100	10,000
451-4528-536.34-00	Other Contractual Services	326,903	62,790	57,243	45,000	65,350
451-4528-536.43-00	Utility Services	157,209	134,204	138,830	207,000	220,000
451-4528-536.44-00	Rentals & Leases	-	-	942	1,890	1,000
451-4528-536.46-00	Repair & Maintenance Services	70,873	62,365	75,353	126,400	149,400
451-4528-536.49-00	Other Charges/Obligations	146	-	25	500	500
451-4528-536.51-00	Office Supplies	1,056	571	240	1,500	1,000
451-4528-536.52-00	Operating Supplies	51,891	34,785	42,425	55,700	69,700
451-4528-536.52-01	Operating Supplies - Gasoline/Diesel/Lub	2,315	3,197	1,028	8,000	3,000
451-4528-536.64-00	Machinery & Equipment	-	-	8,016	-	-
Total Wastewater Treatment - South Plant		\$ 610,493	\$ 298,012	\$ 326,834	\$ 460,090	\$ 519,950

<i>Account</i>	<i>Description</i>	<i>2015 Actual</i>	<i>2016 Actual</i>	<i>2017 Actual</i>	<i>2018 Budget</i>	<i>2019 Final Budget</i>
Wastewater Lift Stations						
451-4529-536.43-00	Utility Services	124,817	117,516	121,499	113,803	124,000
451-4529-536.45-01	Insurance - Operating Liability	3,997	7,004	8,274	8,681	19,514
451-4529-536.46-00	Repair & Maintenance Services	62,352	45,848	92,626	118,000	118,000
451-4529-536.49-00	Other Charges/Obligations	-	-	-	-	-
451-4529-536.51-00	Office Supplies	-	-	-	250	250
451-4529-536.52-00	Operating Supplies	11,520	11,291	1,684	1,280	1,550
451-4529-536.52-01	Operating Supplies - Gasoline/Diesel/Lub	-	268	1,584	1,500	1,600
Total Wastewater Lift Stations		\$ 202,686	\$ 181,927	\$ 225,666	\$ 243,514	\$ 264,914

Wastewater Distribution

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

Summary

Expenditures	2016 Actual	2017 Actual	2018 Budget	2019 Budget
Salaries	\$ 595,006	\$ 671,314	\$ 941,993	\$ 716,778
Benefits	255,141	259,082	371,821	327,584
Operating	435,869	524,167	617,809	705,028
Supplies	50,986	54,655	73,600	76,750
Capital	7,603	-	-	-
Total	\$ 1,344,605	\$ 1,509,218	\$ 2,005,223	\$ 1,826,140

Funding Source				
Water and Waste	\$ 1,344,605	\$ 1,509,218	\$ 2,005,223	\$ 1,826,140
Total	\$ 1,344,605	\$ 1,509,218	\$ 2,005,223	\$ 1,826,140

Our Accomplishments in 2017-18

- ❖ Changed out at least (4) 2 barrel hydrants with hydrant valves and system valves.
- ❖ Water improvement project for Willow Avenue which improved the main and added hydrants.
- ❖ Continued AMR register change out to update meters.
- ❖ Read 61,669 meters.

Goals and Objectives for 2018-19

- ❖ Change out at least (6) 2 barrel hydrants with hydrant valves and system valves.
- ❖ Develop a comprehensive AMR register change out approach to get aged registers exchanged and updating meter locations.

- ❖ Continued improvement of the collections systems through manhole rehabilitation, lining of sewer main.
- ❖ Rebuild 5 buffer tanks.
- ❖ Rehabilitation of 6,000 feet of sanitary sewer lines.
- ❖ Replace 1,000 feet of sanitary sewer lines.

UTILITIES - WATER DISTRIBUTION				
Performance Measures				
Activity	Actual 2015-2016	Actual 2016-2017	Expected 2017-2018	Proposed 2018-2019
# Total Meters System Wide	81,398	82,500	85,000	84,000
# Radio Read Meters System Wide	81,309	85,312	83,475	836,600
# Hydrants System Wide	5,678	5,668	1,475	5,672
Miles of Mains System Wide	1,136	1,136	1,200	1,136
# Direct Read Meters (System Wide)	16,288	565	600	600
# Work Orders Completed	14,465	14,528	14,600	14,600
# Locates Responded To	8,646	8,000	10,000	8,500
# New Meters Installed (all radio reads)	262	173	500	175
# Meters Read	247,225	247,676	247,800	248,000
# Hydrants Maintained	540	540	540	540
Radio Read Meters as % of all City Members	100%	103%	100%	100%
% of City-Wide Meters Converted to Radio Reads	0%	39%	90%	100%
% New Building Installs (all radio reads)	0%	39%	100%	100%
% Hydrants Maintained	9.51%	9.53%	9.55%	9.52%

Authorized Positions

	Grade	Funded 2017	Funded 2018	+/-	Funded 2019	Authorized & Unfunded
Utility Systems Maintenance Supervisor	416	1.00	1.00	-	1.00	-
Utility Crew Leader	415	3.00	3.00	-	3.00	-
Utility Field Specialist	312	3.00	3.00	-	3.00	-
Equipment Operator III	311	1.00	1.00	-	1.00	-
Administrative Specialist III	412	1.00	1.00	-	1.00	-
Utility Field Service Technician	307	6.00	6.00	3.00	9.00	-
Utility Service Technician I	307	2.00	2.00	(2.00)	-	-
Total Full Time Equivalents		17.00	17.00	1.00	18.00	-

<i>Account</i>	<i>Description</i>	<i>2015 Actual</i>	<i>2016 Actual</i>	<i>2017 Actual</i>	<i>2018 Budget</i>	<i>2019 Final Budget</i>
Water Distribution						
451-4530-536.12-00	Regular Salaries & Wages	506,888	537,469	604,177	900,393	664,378
451-4530-536.12-06	Reg Salaries - Opt Out Health Insurance	1,400	2,606	2,900	3,600	2,400
451-4530-536.12-10	Regular Salaries & Wages - OPEB	10,110	9,897	17,917	-	-
451-4530-536.14-00	Overtime	41,225	45,034	46,320	38,000	50,000
451-4530-536.21-00	FICA/Medicare Taxes	40,284	42,718	47,432	72,247	54,967
451-4530-536.22-01	Retirement Contributions	38,767	43,239	52,011	71,142	65,607
451-4530-536.23-00	Medical Insurance	88,470	93,537	120,322	206,148	177,588
451-4530-536.23-02	Medical Insurance - Life & ST Disability	2,406	2,730	3,043	4,507	3,209
451-4530-536.24-00	Worker's Compensation	9,652	9,985	11,235	17,777	26,213
451-4530-536.25-00	Unemployment Cont	3,789	-	-	-	-
451-4530-536.27-00	Pension GASB 68	17,904	62,932	25,040	-	-
451-4530-536.31-00	Professional Services	-	-	17,269	15,000	15,000
451-4530-536.34-00	Other Contractual Services	-	315	-	15,000	15,000
451-4530-536.41-00	Communications Services	8,137	6,753	5,758	14,159	14,159
451-4530-536.42-00	Postage & Transportation	-	13	-	100	100
451-4530-536.43-00	Utility Services	20,819	21,323	21,589	18,517	18,517
451-4530-536.44-00	Rentals & Leases	11,339	2,139	1,889	5,000	5,000
451-4530-536.45-01	Insurance - Operating Liability	73,255	124,472	188,999	193,488	204,223
451-4530-536.45-02	Insurance - Auto Liability	18,318	4,494	3,865	4,845	2,329
451-4530-536.46-00	Repair & Maintenance Services	69,790	68,442	40,367	163,500	214,500
451-4530-536.46-05	Repair & Maintenance Services/Utility Li	220,572	206,937	243,491	186,000	214,000
451-4530-536.47-00	Printing & Binding	718	664	701	200	200
451-4530-536.49-00	Other Charges/Obligations	785	317	240	2,000	2,000
451-4530-536.51-00	Office Supplies	1,226	744	1,032	2,500	2,500
451-4530-536.52-00	Operating Supplies	7,791	16,051	13,600	8,000	10,000
451-4530-536.52-01	Operating Supplies - Gasoline/Diesel/Lub	37,798	28,661	32,347	55,000	55,000
451-4530-536.52-05	Operating Supplies - Uniforms	4,056	4,185	4,983	4,800	5,450
451-4530-536.54-01	Books/Pubs/Subsc/Memb - Prof Dues	200	84	400	300	300
451-4530-536.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	1,950	935	2,293	3,000	3,500
451-4530-536.54-03	Books/Pubs/Subsc/Memb - Subscriptions	-	326	-	-	-
451-4530-536.64-00	Machinery & Equipment	-	7,603	-	-	-
Total Water Distribution		\$ 1,237,649	\$ 1,344,605	\$ 1,509,218	\$ 2,005,223	\$ 1,826,140

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	2016 Actual	2017 Actual	2018 Budget	2019 Budget
Salaries	\$ 883,051	\$ 882,998	\$ 941,993	\$ 968,942
Benefits	365,557	306,636	371,821	401,849
Operating	436,588	541,572	562,973	575,918
Supplies	47,575	67,159	102,200	103,750
Capital	-	-	-	-
Total	\$ 1,732,771	\$ 1,798,365	\$ 1,978,987	\$ 2,050,459

Funding Source				
Water and Waste	\$ 1,732,771	\$ 1,798,365	\$ 1,978,987	\$ 2,050,459
Total	\$ 1,732,771	\$ 1,798,365	\$ 1,978,987	\$ 2,050,459

Our Accomplishments in 2017-18

- ❖ Continued improvement to the collections systems through manhole rehabilitation, lining of sewer main.
- ❖ Improved communication of maintenance with lift station and vacuum systems.
- ❖ Rebuilt 8 buffer tanks and 75 controllers and valves.
- ❖ Installed 26 new valve/controllers and pits.

Goals and Objectives for 2018-19

- ❖ Rehabilitate 6,000 feet of sanitary sewer line.
- ❖ Replace 1,000 feet of sanitary sewer line.

UTILITIES - WASTEWATER COLLECTIONS
Performance Measures

Activity	Actual 2015-2016	Actual 2016-2017	Expected 2017-2018	Proposed 2018-2019
Wastewater Consumption (per million gallons)	0	4,445	6,005	6,018
# Customers Served	56,503	60,025	54,374	55,576
# Lift Stations in Service	65	65	67	67
Point Repairs	18	17	25	32
Linear Feet of Gravity Sewer Main	871,276	868,145	872,000	872,680
Linear Feet of Gravity Main Cleaned	681,450	690,000	701,525	709,450
Linear Feet of Force Main	334,546	335,332	335,500	336,200

Authorized Positions

	Grade	Funded 2017	Funded 2018	+/-	Funded 2019	Authorized & Unfunded
Utility Operations Manager	423	1.00	1.00	-	1.00	-
Utility Systems Maintenance Supervisor	416	1.00	1.00	-	1.00	-
Utility Crew Leader	415	2.00	2.00	-	2.00	-
Utility Operations Technician	414	1.00	1.00	-	1.00	-
Utility Operations Specialist	312	1.00	1.00	-	1.00	-
Utility Field Specialist	312	3.00	3.00	-	3.00	-
Equipment Operator IV	314	3.00	3.00	-	3.00	-
Utility Service Technician III	312	2.00	2.00	-	2.00	-
Utility Service Technician II	309	3.00	3.00	-	3.00	-
Equipment Operator I	307	1.00	1.00	-	1.00	-
Utility Field Service Technician	307	-	-	2.00	2.00	-
Utility Service Technician I	307	3.00	3.00	(3.00)	-	-
Total Full Time Equivalents		21.00	21.00	(1.00)	20.00	-

<i>Account</i>	<i>Description</i>	<i>2015 Actual</i>	<i>2016 Actual</i>	<i>2017 Actual</i>	<i>2018 Budget</i>	<i>2019 Final Budget</i>
Wastewater Collection						
451-4540-536.12-00	Regular Salaries & Wages	857,941	827,562	800,614	900,393	908,142
451-4540-536.12-06	Reg Salaries - Opt Out Health Insurance	3,900	4,914	4,300	3,600	4,800
451-4540-536.12-10	Regular Salaries & Wages - OPEB	11,233	10,996	22,133	-	-
451-4540-536.14-00	Overtime	43,933	39,579	54,215	38,000	56,000
451-4540-536.21-00	FICA/Medicare Taxes	68,319	66,201	62,418	72,247	74,310
451-4540-536.22-01	Retirement Contributions	68,766	63,651	64,524	71,142	83,415
451-4540-536.23-00	Medical Insurance	119,172	122,565	129,828	206,148	206,003
451-4540-536.23-02	Medical Insurance - Life & ST Disability	4,252	4,420	4,418	4,507	4,541
451-4540-536.24-00	Worker's Compensation	15,206	13,600	13,698	17,777	33,580
451-4540-536.27-00	Pension GASB 68	31,758	95,120	31,064	-	-
451-4540-536.31-00	Professional Services	2,270	9,218	16,996	45,000	65,000
451-4540-536.34-00	Other Contractual Services	-	-	-	15,000	10,000
451-4540-536.40-00	Travel & Per Diem	-	5	-	-	-
451-4540-536.41-00	Communications Services	10,736	11,111	10,636	8,930	8,930
451-4540-536.42-00	Postage & Transportation	-	1	26	100	100
451-4540-536.43-00	Utility Services	1,582	1,919	2,357	2,500	2,500
451-4540-536.44-00	Rentals & Leases	899	132	-	500	400
451-4540-536.45-01	Insurance - Operating Liability	82,046	138,604	161,203	164,966	171,578
451-4540-536.45-02	Insurance - Auto Liability	4,232	4,556	4,833	6,527	4,310
451-4540-536.46-00	Repair & Maintenance Services	88,721	141,189	135,984	144,650	133,500
451-4540-536.46-05	Repair & Maintenance Services/Utility Li	168,310	128,434	208,637	173,000	178,000
451-4540-536.47-00	Printing & Binding	718	744	661	100	100
451-4540-536.49-00	Other Charges/Obligations	514	675	240	1,700	1,500
451-4540-536.51-00	Office Supplies	474	410	572	1,500	1,200
451-4540-536.52-00	Operating Supplies	30,483	12,900	21,093	24,000	25,000
451-4540-536.52-01	Operating Supplies - Gasoline/Diesel/Lub	46,135	29,233	34,028	68,000	68,000
451-4540-536.52-05	Operating Supplies - Uniforms	3,782	3,560	9,268	5,000	5,650
451-4540-536.54-01	Books/Pubs/Subsc/Memb - Prof Dues	400	-	350	200	100
451-4540-536.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	848	1,273	1,830	3,500	3,800
451-4540-536.54-03	Books/Pubs/Subsc/Memb - Subscriptions	-	199	19	-	-
Total Wastewater Collection		\$ 1,666,630	\$ 1,732,771	\$ 1,798,365	\$ 1,978,987	\$ 2,050,459

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	2015	Actual	2016	Actual	2017	Actual	2018	Budget	2019 Final Budget
Non-Departmental										
451-4510-536.72-45	Debt Service - Interest	-	-	-	-	-	-	4,000	-	12,041
451-7979-518.23-03	Medical/Life Insurance	85,776	76,928	97,500	86,000	116,000	-	-	-	-
451-7979-536.59-89	Non Classified Expense	88,800	66,600	-	-	-	-	-	-	-
451-7979-536.59-99	Non Classified Expense	4,464,255	4,801,062	4,876,787	-	-	-	-	-	-
451-7979-536.69-99	Fixed Assets Capitalized	-	(7,603)	(8,016)	-	-	-	-	-	-
451-7979-536.71-15	Debt Service - Principal	-	-	-	250,765	259,210	-	-	-	-
451-7979-536.71-16	Debt Service - Principal	-	-	-	360,537	373,449	-	-	-	-
451-7979-536.71-18	Debt Service - Principal	-	-	-	971,724	995,483	-	-	-	-
451-7979-536.71-19	Debt Service - Principal	-	-	-	119,529	122,717	-	-	-	-
451-7979-536.71-20	Debt Service - Principal	-	-	-	20,851	21,420	-	-	-	-
451-7979-536.71-21	Debt Service - Principal	-	-	-	1,955,000	2,030,000	-	-	-	-
451-7979-536.71-22	Debt Service - Principal	-	-	-	9,482	9,699	-	-	-	-
451-7979-536.71-24	Debt Service - Principal	-	-	-	436,043	465,028	-	-	-	-
451-7979-536.71-25	Debt Service - Principal	-	-	-	37,883	41,665	-	-	-	-
451-7979-536.71-26	Debt Service - Principal	-	-	-	466,157	384,238	-	-	-	-
451-7979-536.71-27	Debt Service - Principal	-	-	-	16,052	-	-	-	-	-
451-7979-536.72-14	Debt Service - Interest	67,850	-	-	-	-	-	-	-	-
451-7979-536.72-15	Debt Service - Interest	105,882	60,086	52,060	47,620	39,174	-	-	-	-
451-7979-536.72-16	Debt Service - Interest	-	94,142	81,982	73,139	60,226	-	-	-	-
451-7979-536.72-17	Debt Service - Interest	308,437	-	-	-	-	-	-	-	-
451-7979-536.72-18	Debt Service - Interest	58,105	286,271	263,563	243,277	219,518	-	-	-	-
451-7979-536.72-19	Debt Service - Interest	10,776	55,136	52,088	49,887	46,698	-	-	-	-
451-7979-536.72-20	Debt Service - Interest	569,664	13,668	9,328	8,936	8,366	-	-	-	-
451-7979-536.72-21	Debt Service - Interest	3,886	501,945	431,891	359,136	283,478	-	-	-	-
451-7979-536.72-22	Debt Service - Interest	58,990	3,682	3,473	3,322	3,105	-	-	-	-
451-7979-536.72-24	Debt Service - Interest	-	211,777	221,900	431,330	402,344	-	-	-	-
451-7979-536.72-25	Debt Service - Interest	-	-	40,332	24,588	24,591	-	-	-	-
451-7979-536.72-26	Debt Service - Interest	-	-	57,994	295,218	377,136	-	-	-	-
451-7979-536.72-27	Debt Service - Interest	-	-	-	1,716	-	-	-	-	-
451-7979-581.91-01	Transfer to Cap Rep Fund	3,425,500	9,523,000	10,233,500	9,584,900	4,110,400	-	-	-	-
451-7979-581.91-46	Transfer	106,000	-	-	-	-	-	-	-	-
451-7979-590.99-90	Addition to Reserves	1,775,297	-	-	2,004,012	36,350	-	-	-	-
Total Non-Departmental		\$ 11,129,218	\$ 15,686,694	\$ 16,414,382	\$ 17,861,104	\$ 10,442,336				

Water/Wastewater Capital Replacement Fund

Revenue and Expenditures

Account	Description	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2019 Final Budget
Revenues						
452-0000-334.30-10	Intergovernmental	101,845	(3,902)	-	-	-
452-0000-334.32-30	Intergovernmental	1,423,682	215,214	470,967	-	-
452-0000-337.30-04	Intergovernmental	-	-	-	-	-
452-0000-337.30-36	Intergovernmental	38,376	352,875	103,566	-	-
452-0000-361.10-00	Interest	(88,816)	(59,921)	124,864	66,000	55,000
452-0000-361.30-00	Interest	(7,152)	11,914	(41,522)	-	-
452-0000-361.40-00	Interest	30,877	7,870	(33,254)	-	-
452-0000-366.90-00	Contributions - Private Sources	-	553,510	-	-	-
452-0000-381.45-20	Transfers	3,531,500	9,523,000	10,233,500	9,584,900	4,110,400
452-0000-389.98-00	Use of Reserves	-	-	-	4,380,000	9,202,850
Total Water/Wastewater Revenues		\$ 5,030,312	\$10,600,560	\$10,858,120	\$14,030,900	\$13,368,250
Expenses						
452-4510-536.46-00	Repair & Maintenance Services	18,382	5,453	12,337	60,000	70,000
452-4510-536.52-00	Operating Supplies	-	-	-	-	-
452-4510-536.62-00	Buildings	-	-	-	-	-
452-4510-536.64-00	Machinery & Equipment	23,333	-	19,010	-	-
Total Capital - Administration		\$ 41,715	\$ 5,453	\$ 31,347	\$ 60,000	\$ 70,000
452-4520-536.31-00	Professional Services	-	-	128,021	60,000	385,000
452-4520-536.46-00	Repair & Maintenance Services	-	53,089	35,805	50,000	215,000
452-4520-536.63-91	Improve Other Than Bldg	541,758	274,410	108,304	-	-
452-4520-536.64-00	Machinery & Equipment	116,059	69,958	50,455	490,000	110,000
Total Capital - Combined Water and Wastewater		\$ 657,817	\$ 397,457	\$ 322,585	\$ 600,000	\$ 710,000
452-4530-536.31-00	Professional Services	-	-	-	9,600	-
452-4530-536.46-00	Repair & Maintenance Services	221,398	653,498	1,071,896	2,466,600	700,000
452-4530-536.52-00	Operating Supplies	21,697	7,563	16,703	-	300,000
452-4530-536.63-00	Improve Other Than Bldg	217,796	-	5,079	500,000	66,250
452-4530-536.63-03	Improve Other Than Bldg	1,538,563	209,809	-	-	-
452-4530-536.64-00	Machinery & Equipment	34,272	80,659	95,275	200,000	150,000
452-4530-536.64-13	Machinery & Equipment	194,498	-	-	-	-
Total Capital - Water Distribution		\$ 2,228,224	\$ 951,529	\$ 1,188,953	\$ 3,176,200	\$ 1,216,250

Water/Wastewater Capital Replacement Fund

Revenue and Expenditures

Account	Description	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2019 Final Budget
452-4540-536.46-00	Repair & Maintenance Services	34,950	518,612	382,003	305,400	-
452-4540-536.63-00	Improve Other Than Bldg	618,900	29,463	281,862	400,000	1,048,000
452-4540-536.64-00	Machinery & Equipment	38,072	133,266	71,181	335,000	165,000
Total Capital - Wastewater Collection		\$ 691,922	\$ 681,341	\$ 738,718	\$ 1,040,400	\$ 1,213,000
452-4525-536.46-00	Repair & Maintenance Services	33,866	447,267	445,136	-	325,000
452-4525-536.63-00	Improve Other Than Bldg	240,160	789,321	38,933	285,000	244,000
452-4525-536.64-00	Machinery & Equipment	113,375	416,074	369,472	-	-
Total Capital - Reclaimed Water		\$ 387,401	\$ 1,652,662	\$ 853,541	\$ 285,000	\$ 569,000
452-4527-536.46-00	Repair & Maintenance Services	253,473	77,299	897,284	5,245,000	1,670,000
452-4527-536.52-00	Operating Supplies	2,714	5,282	-	-	-
452-4527-536.63-91	Improve Other Than Bldg	2,487,179	8,273,649	3,229,241	340,000	5,450,000
452-4527-536.64-00	Machinery & Equipment	85,957	78,485	336,142	-	400,000
Total Capital - Wastewater Plant North		\$ 2,829,323	\$ 8,434,715	\$ 4,462,667	\$ 5,585,000	\$ 7,520,000
452-4528-536.46-00	Repair & Maintenance Services	18,071	117,189	115,211	550,000	125,000
452-4528-536.52-00	Operating Supplies	-	2,462	-	-	-
452-4528-536.63-91	Improve Other Than Bldg	1,635,567	-	-	-	350,000
452-4528-536.64-00	Machinery & Equipment	40,394	-	22,538	25,000	340,000
Total Capital - Wastewater Plant South		\$ 1,694,032	\$ 119,651	\$ 137,749	\$ 575,000	\$ 815,000
452-4529-536.46-00	Repair & Maintenance Services	8,596	-	33,629	-	500,000
452-4529-536.64-00	Machinery & Equipment	62,729	76,935	176,389	450,000	755,000
Total Capital - Wastewater Lift Stations		\$ 71,325	\$ 76,935	\$ 210,017	\$ 450,000	\$ 1,255,000
452-7979-591.99-90	Other Uses	(8,052,289)	(10,432,030)	(4,803,879)	2,259,300	-
Total Non-Departmental		\$ (8,052,289)	#####	\$ (4,803,879)	\$ 2,259,300	\$ -
Total Water/Wastewater Expenses		549,470	1,887,713	3,141,698	14,030,900	13,368,250

Water Impact Fees Fund

Revenue and Expenditures

Account	Description	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2019 Final Budget
Revenues						
460-0000-324.21-61	Residential	109,706	113,152	186,746	66,000	410,000
460-0000-324.22-61	Commercial	112,211	172,066	205,145	190,000	157,000
460-0000-361.10-00	Interest	14,166	16,443	17,568	14,000	14,000
460-0000-361.30-00	Interest - Unrealized	2,267	(1,793)	(1,857)	-	-
460-0000-361.40-00	Interest - Realized	(5,203)	(1,593)	(3,210)	-	-
460-0000-381.14-00	Transfers In	-	-	220,000	-	-
460-0000-389.98-00	Use of Reserves	-	-	-	330,000	19,000
Total Water Impact Fee Revenue		\$ 233,147	\$ 298,275	\$ 624,391	\$ 600,000	\$ 600,000
Expenses						
460-4528-536.61-00	Land	-	-	-	500,000	-
460-4530-536.49-00	Other Charges/Obligations	2,236	2,219	2,333	-	-
460-4525-536.63-00	Improve Other Than Bldg	-	-	-	-	500,000
460-7979-536.59-99	Depreciation Expense	2,703	2,726	2,670	-	-
460-7979-581.91-45	W/S Utility Fund	-	320,000	100,000	100,000	100,000
460-7979-590.99-90	Additions to Reserve	-	-	-	-	-
Total Water Impact Fee Expenditures		\$ 4,939	\$ 324,945	\$ 105,003	\$ 600,000	\$ 600,000

Wastewater Impact Fees Fund

Revenue and Expenditures

Account	Description	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2019 Final Budget
Revenues						
470-0000-324.21-62	Residential	208,536	214,775	456,519	140,000	700,000
470-0000-324.22-62	Commercial	189,976	333,087	413,675	350,000	308,000
470-0000-361.10-00	Interest	32,292	39,669	39,187	35,000	35,000
470-0000-361.30-00	Interest - Unrealized	5,238	(3,591)	(2,329)	-	-
470-0000-361.40-00	Interest - Realized	(11,875)	(3,719)	(7,068)	-	-
470-0000-389.98-00	Use of Reserves	-	-	-	1,125,000	1,207,000
Total Wastewater Impact Fee Revenues		\$ 424,167	\$ 580,221	\$ 899,983	\$ 1,650,000	\$ 2,250,000
Expenses						
470-4528-536.61-00	Land	-	-	75,324	-	-
470-4528-536.64-00	Machinery & Equipment	-	-	-	900,000	-
470-4540-536.49-00	Other Charges/Obligations	5,104	5,364	5,637	-	-
470-4540-536.64-00	Machinery & Equipment	103,833	-	-	50,000	1,550,000
470-7979-536.59-99	Depreciation Expense	10,611	10,200	9,989	-	-
470-7979-536.69-99	Fixed Assets Capitalized	(103,833)	-	(75,324)	-	-
470-7979-581.91-45	W/S Utility Fund	-	-	920,000	700,000	700,000
470-7979-590.99-90	Additions to Reserve	-	-	-	-	-
Total Wastewater Impact Fee Expenditures		\$ 15,715	\$ 15,564	\$ 935,626	\$ 1,650,000	\$ 2,250,000



CITY OF
SANFORD
FLORIDA

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	\$ 13,700	\$ 34,850	\$ -	\$ -	\$ -
Revenues					
Taxes					
Property (Ad Valorem)	\$ -	\$ -	\$ -	\$ -	\$ -
Sales and Use Tax	-	-	-	1,249,758	-
Permits, Impact Fees, Assessments	-	-	-	-	498,243
Intergovernmental	-	11,000	983,456	-	-
Charges for Services	-	-	-	-	-
Fines and Forfeitures	13,000	-	-	-	-
Other Revenues	300	250	-	5,000	7,000
Total Revenues	13,300	11,250	983,456	1,254,758	505,243
Total Revenues, Transfers, and Balances	\$ 27,000	\$ 46,100	\$ 983,456	\$ 1,254,758	\$ 505,243
Expenditures					
General Government	\$ -	\$ -	\$ -	\$ -	\$ -
Public Safety	27,000	35,000	-	-	-
Physical Environment	-	-	-	-	-
Transportation	-	-	-	1,219,965	-
Economic Environment	-	-	-	-	-
Human Services	-	-	983,456	-	-
Culture and Recreation	-	-	-	-	-
Total Expenditures	27,000	35,000	983,456	1,219,965	-
Transfers Out	-	-	-	-	-
<i>Total Expenditures and Other Uses</i>	27,000	35,000	983,456	1,219,965	-
<i>Total Revenue Over/(Under) Expenditure</i>	-	11,100	-	34,793	505,243
Total Appropriations and Reserves	\$ 27,000	\$ 46,100	\$ 983,456	\$ 1,254,758	\$ 505,243

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	\$ -	\$ -	\$ -	\$ -	\$ 44,783	\$ 93,333
Revenues						
Taxes						
Property (Ad Valorem)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Sales and Use Tax	-	-	-	4,071,949	-	5,321,707
Permits, Impact Fees, Assessments	277,000	291,000	3,353,000	-	-	4,419,243
Intergovernmental	-	-	-	-	-	994,456
Charges for Services	-	-	-	-	82,470	82,470
Fines and Forfeitures	-	-	-	-	-	13,000
Other Revenues	5,000	1,500	48,330	59,000	-	126,380
Total Revenues	282,000	292,500	3,401,330	4,130,949	82,470	10,957,256
Total Revenues, Transfers, and Balances	\$ 282,000	\$ 292,500	\$ 3,401,330	\$ 4,130,949	\$ 127,253	\$ 11,050,589
Expenditures						
General Government	\$ -	\$ -	\$ 1,731,297	\$ -	\$ -	\$ 1,731,297
Public Safety	35,000	29,500	-	-	-	126,500
Physical Environment	-	-	-	-	127,253	127,253
Transportation	-	-	-	2,855,182	-	4,075,147
Economic Environment	-	-	-	-	-	-
Human Services	-	-	-	-	-	983,456
Culture and Recreation	-	-	-	-	-	-
Total Expenditures	35,000	29,500	1,731,297	2,855,182	127,253	7,043,653
Transfers Out	-	-	-	-	-	-
<i>Total Expenditures and Other Uses</i>	35,000	29,500	1,731,297	2,855,182	127,253	7,043,653
<i>Total Revenue Over/(Under) Expenditure</i>	247,000	263,000	1,670,033	1,275,767	-	4,006,936
Total Appropriations and Reserves	\$ 282,000	\$ 292,500	\$ 3,401,330	\$ 4,130,949	\$ 127,253	\$ 11,050,589

Special Revenue Funds

Revenue and Expenditures

Police Training (2nd Dollar Fund)					
	<i>2015 Actual</i>	<i>2016 Actual</i>	<i>2017 Actual</i>	<i>2018 Budget</i>	<i>2019 Final Budget</i>
Judgements and Fines	\$ 16,534	\$ 12,847	\$ 12,041	\$ 13,000	\$ 13,000
Interest	245	368	191	300	300
Use of Fund Balance	-	-	-	-	13,700
Total Revenues	\$ 16,779	\$ 13,215	\$ 12,231	\$ 13,300	\$ 27,000
Travel	\$ 5,272	\$ 11,914	\$ 1,131	\$ 13,300	\$ 27,000
Training	292	173	41	-	-
Additions to Fund Balance	-	-	-	-	-
Total Expenditures	\$ 5,564	\$ 12,087	\$ 1,172	\$ 13,300	\$ 27,000

Police Trust Fund					
	<i>2015 Actual</i>	<i>2016 Actual</i>	<i>2017 Actual</i>	<i>2018 Budget</i>	<i>2019 Final Budget</i>
Grants	\$ -	\$ 9,736	\$ 1,610	\$ -	\$ -
Confiscations and Forfeiture	64,571	44,551	99,409	53,000	11,000
Interest	843	1,935	546	1,500	250
Disposition of Assets	-	-	-	-	-
Contributions	-	-	-	-	-
Use of Fund Balance	-	-	-	6,000	34,850
Total Revenues	\$ 65,415	\$ 56,223	\$ 101,565	\$ 60,501	\$ 46,100
Salary	\$ -	\$ -	\$ -	\$ -	\$ -
Operating	49,189	46,346	34,052	55,000	35,000
Supplies	45,141	44,088	46,450	-	-
Additions to Fund Balance	-	-	-	5,500	11,100
Total Expenditures	\$ 94,330	\$ 90,434	\$ 80,502	\$ 60,500	\$ 46,100

Special Revenue Funds

Revenue and Expenditures

Low Income Home Energy Assistance					
	<i>2015 Actual</i>	<i>2016 Actual</i>	<i>2017 Actual</i>	<i>2018 Budget</i>	<i>2019 Final Budget</i>
Grants	\$ 1,069,297	\$ 732,665	\$ 755,836	\$ 914,319	\$ 983,456
Transfers from General Fund	-	-	-	-	-
Use of Fund Balance	-	-	-	-	-
Total Revenues	<u>\$ 1,069,297</u>	<u>\$ 732,665</u>	<u>\$ 755,836</u>	<u>\$ 914,319</u>	<u>\$ 983,456</u>
Salary	\$ 122,092	\$ 125,060	\$ 130,124	\$ 128,933	\$ 130,824
Benefits	42,618	42,036	48,116	61,729	64,870
Operating	5,082	5,101	4,934	5,600	7,070
Supplies	1,466	1,347	643	2,800	3,650
Assistance	945,329	566,668	536,991	715,257	777,042
Total Expenditures	<u>\$ 1,116,587</u>	<u>\$ 740,212</u>	<u>\$ 720,807</u>	<u>\$ 914,319</u>	<u>\$ 983,456</u>

Streets - Local Option Gas Tax					
	<i>2015 Actual</i>	<i>2016 Actual</i>	<i>2017 Actual</i>	<i>2018 Budget</i>	<i>2019 Final Budget</i>
Tax	\$ 1,124,378	\$ 1,162,428	\$ 1,201,680	\$ 1,208,965	\$ 1,249,758
Interest	10,818	12,193	12,225	11,000	5,000
Use of Fund Balance	-	-	-	-	-
Total Revenues	<u>\$ 1,135,196</u>	<u>\$ 1,174,621</u>	<u>\$ 1,213,905</u>	<u>\$ 1,219,965</u>	<u>\$ 1,254,758</u>
Operating	\$ 517,461	\$ 1,026,492	\$ 1,661,405	\$ 535,000	\$ 535,000
Supplies	93,892	81,502	56,353	105,250	105,250
Capital	327,482	620,356	(536,124)	579,715	579,715
Additions to Fund Balance	-	-	-	-	34,793
Total Expenditures	<u>\$ 938,835</u>	<u>\$ 1,728,350</u>	<u>\$ 1,181,634</u>	<u>\$ 1,219,965</u>	<u>\$ 1,254,758</u>

Special Revenue Funds

Revenue and Expenditures

Impact Fee Funds									
	2015 Actual		2016 Actual		2017 Actual		2018 Budget		2019 Final Budget
Fees - Recreation	\$ 62,126	\$	78,491	\$	156,584	\$	50,000	\$	498,243
Fees - Fire	57,583		65,908		151,227		75,000		277,000
Fees - Police	83,561		83,479		181,200		106,000		291,000
Interest	14,735		21,677		5,675		20,800		13,500
Use of Fund Balance	-		-		-		-		-
Total Revenues	\$ 218,005	\$	249,555	\$	494,686	\$	251,800	\$	1,079,743
Recreation	\$ 120,066	\$	510,256	\$	58,533	\$	30,325	\$	-
Fire	88,311		59,035		1,170		41,000		35,000
Police	63,581		123,289		52,819		85,500		29,500
Transfers	158,252		-		-		-		-
Additions to Fund Balance	-		18,781		22,446		94,975		1,015,243
Total Expenditures	\$ 430,210	\$	711,361	\$	134,968	\$	251,800	\$	1,079,743

Building Inspection									
	2015 Actual		2016 Actual		2017 Actual		2018 Budget		2019 Final Budget
Permit Fees	\$ 584,021	\$	736,160	\$	972,276	\$	782,000	\$	2,175,000
Application Fees	262,169		307,470		512,466		312,000		1,076,000
Other	85,321		83,556		83,740		54,520		135,300
Interest	10,997		16,278		26,553		14,070		15,030
Use of Fund Balance	-		-		-		-		-
Total Revenues	\$ 942,508	\$	1,143,464	\$	1,595,035	\$	1,162,590	\$	3,401,330
Salary	\$ 560,213	\$	566,925	\$	582,872	\$	612,845	\$	693,627
Benefits	147,293		157,063		160,744		189,134		253,673
Operating	122,844		131,683		167,811		253,673		743,581
Supplies	28,356		31,818		22,355		42,316		40,416
Capital	46,630		-		22,991		57,000		-
Additions to Fund Balance	-		-		-		15,732		1,670,033
Total	\$ 905,336	\$	887,489	\$	956,773	\$	1,170,700	\$	3,401,330

Special Revenue Funds

Revenue and Expenditures

Streets - 3rd Generation Sales Tax					
	2015 <i>Actual</i>	2016 <i>Actual</i>	2017 <i>Actual</i>	2018 <i>Budget</i>	2019 Final <i>Budget</i>
Tax	\$ 2,083,115	\$ 3,280,177	\$ 3,562,188	\$ 3,375,800	\$ 4,071,949
Interest	4,296	28,698	76,354	30,000	59,000
Use of Fund Balance	-	-	-	-	-
Total Revenues	\$ 2,087,411	\$ 3,308,875	\$ 3,638,542	\$ 3,405,800	\$ 4,130,949
Operating	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	-	-	-	-	-
Capital	-	144,408	2,474,686	2,450,000	2,855,182
Additions to Fund Balance	-	-	-	-	1,275,767
Total Expenditures	\$ -	\$ 144,408	\$ 2,474,686	\$ 2,450,000	\$ 4,130,949

Cemetery					
	2015 <i>Actual</i>	2016 <i>Actual</i>	2017 <i>Actual</i>	2018 <i>Budget</i>	2019 Final <i>Budget</i>
Cemetery Fees	\$ 64,143	\$ 66,787	\$ 75,721	\$ 67,800	\$ 82,470
Use of Fund Balance	-	-	-	47,403	44,783
Total Revenues	\$ 64,143	\$ 66,787	\$ 75,721	\$ 115,203	\$ 127,253
Operating	\$ 76,585	\$ 80,528	\$ 105,222	\$ 115,203	\$ 127,253
Capital	-	-	-	-	-
Transfers	-	-	-	-	-
Additions to Fund Balance	-	-	-	-	-
Total Expenditures	\$ 76,585	\$ 80,528	\$ 105,222	\$ 115,203	\$ 127,253

2nd Dollar Fund

Revenue and Expenditures

<i>Account</i>	<i>Description</i>	<i>2014 Actual</i>	<i>2015 Actual</i>	<i>2016 Actual</i>	<i>2017 Actual</i>	<i>2018 Budget</i>	<i>2019 Final Budget</i>
<i>Revenues</i>							
110-0000-351.30-00	Judgements and Fines	14,895	16,534	12,847	12,041	13,000	13,000
110-0000-361.10-00	Interest	118	245	368	191	300	300
110-0000-361.30-00	Interest	7	41	(9)	79	-	-
110-0000-361.40-00	Interest	(59)	(99)	(32)	(16)	-	-
110-0000-389.98-00	Use of Fund Balance	-	-	-	-	-	13,700
Total 2nd\$ Fund Revenues		#####	#####	#####	#####	#####	\$27,000
<i>Expenditures</i>							
110-2020-521.40-00	Travel & Per Diem	650	5,272	11,914	1,131	13,300	27,000
110-2020-521.49-00	Other Charges/Obligations	21	42	44	41	-	-
110-2020-521.52-05	Operating Supplies - Uniforms	-	382	-	-	-	-
110-2020-521.54-01	Books/Pubs/Subscrs/Membs	-	250	129	-	-	-
110-2020-521.54-02	Books/Pubs/Subscrs/Membs	2,023	-	3,224	1,390	-	-
110-2020-521.55-00	Training	-	3,610	-	1,775	-	-
110-7979-590.99-90	Additions to Reserve	-	-	-	-	-	-
Total 2nd\$ Fund Expenditures		\$ 2,694	\$ 9,556	#####	\$ 4,337	#####	\$ 27,000

Law Enforcement Trust Fund

Revenue and Expenditures

Account	Description	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2019 Final Budget
Revenues							
106-0000-351.21-25	Confiscated Property - Justice	41,543	55,048	31,017	74,101	40,000	-
106-0000-361.10-00	Interest	1,382	979	751	496	500	150
106-0000-361.30-00	Interest	128	182	(99)	(339)	-	-
106-0000-361.40-00	Interest	(673)	(362)	(82)	7	-	-
106-0000-389.98-00	Use of Reserves	-	-	-	-	-	34,850
108-0000-361.10-00	Interest	253	116	(12)	(149)	-	-
108-0000-361.30-00	Interest	22	33	(5)	54	-	-
108-0000-361.40-00	Interest	(119)	(43)	(1)	31	-	-
108-0000-366.90-00	Misc Donations	3,605	4,166	345	635	-	-
108-0000-369.90-02	Misc	12,379	-	9,736	1,610	-	-
108-0000-381.01-00	Transfers	-	-	-	9,382	-	-
111-0000-351.21-26	Confiscated Property - State	10,959	5,357	13,189	24,673	13,000	11,000
111-0000-351.22-26	Confiscated Property - State	-	-	83	1,169	-	-
111-0000-361.10-00	Bank Investment	101	(252)	1,196	199	1,000	100
111-0000-361.30-00	Unrealized Gain (Loss)	5	34	(25)	18	-	-
111-0000-361.40-00	Realized Gain (Loss)	(51)	(76)	(27)	(41)	-	-
111-0000-364.41-00	Disposition of Assets	4,679	-	-	-	-	-
111-0000-389.98-00	Use of Reserves	-	-	-	-	6,000	-
Total Law Enforcement Trust Fund Revenues		\$ 74,213	\$ 65,182	\$ 56,066	\$ 111,846	\$ 60,500	\$ 46,100

Expenditures							
106-2020-521.31-00	Professional Services	814	-	504	6,433	-	-
106-2020-521.34-00	Contractual	-	2,080	-	-	-	-
106-2020-521.40-00	Travel & Per Diem	20,504	15,937	28,034	23,827	35,000	35,000
106-2020-521.49-00	Other Charges/Obligations	248	157	(72)	89	-	-
106-2020-521.52-00	Operating Supplies	47,032	1,471	6,765	4,335	-	-
106-2020-521.54-01	Books/Pubs/Subscrs/Mem bs	-	2,566	1,624	-	-	-
106-2020-521.54-02	Books/Pubs/Subscrs/Mem bs	17,555	16,537	19,756	3,563	-	-
106-2020-521.54-03	Books/Pubs/Subscrs/Mem bs	-	-	7,475	18,350	-	-
106-2020-521.55-00	Training	10,004	15,079	5,858	15,453	-	-
106-2020-521.64-00	Machinery & Equipment	26,893	27,500	-	2,445	-	-
106-7979-590.99-90	Additions to Reserves	-	-	-	-	5,500	-
108-2020-521.40-00	Travel & Per Diem	-	-	2,909	-	-	-
108-2020-521.48-00	Promotional Activities	9,019	19,126	2,762	-	-	-
108-2020-521.49-00	Other Charges/Obligations	6,996	3,390	6,458	-	-	-
108-2020-521.52-00	Operating Supplies	18,714	4,107	180	-	-	-
108-2020-521.54-01	Books/Pubs/Subscrs/Mem bs	1,785	2,074	1,370	-	-	-
108-2020-521.54-02	Books/Pubs/Subscrs/Mem bs	428	1,500	-	-	-	-
111-2020-521.40-00	Travel & Per Diem	497	8,467	5,554	3,598	20,000	-
111-2020-521.48-00	Promotional Activities	-	-	-	75	-	-
111-2020-521.49-00	Other Charges/Obligations	477	32	197	30	-	-
111-2020-521.52-01	Operating Supplies/Gasoline/Die	-	58	-	-	-	-
111-2020-521.54-01	Books/Pubs/Subscrs/Mem bs	-	630	-	3,359	-	-
111-2020-521.54-02	Books/Pubs/Subscrs/Mem bs	995	1,119	1,060	1,390	-	-
111-2020-521.55-00	Training	2,185	-	-	-	-	-
111-7979-590.99-90	Additions to Reserves	-	-	-	-	-	11,100
Total Law Enforcement Trust Fund Expenditures		\$ 164,146	\$ 121,830	\$ 90,434	\$ 82,947	\$ 60,500	\$ 46,100

Low Income Home Energy Assistance Fund

Revenue and Expenditures

Account	Description	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2019 Final Budget
Revenues							
117-0000-331.59-01	Low Income Home Energy Assistance Program	907,659	1,069,297	732,665	755,836	914,319	983,456
117-0000-369.41-00	Other Misc. Rev/Reimb of Claims & Expense	-	24	-	-	-	-
117-0000-389.98-00	Use of Fund Balance	-	-	-	-	-	-
Total Low Income Home Energy Assistance Revenues		\$907,659	#####	\$732,665	\$755,836	\$914,319	\$983,456
Expenditures							
117-1104-564.12-00	Regular Salaries & Wages	118,719	118,275	123,785	128,786	126,693	128,584
117-1104-564.12-02	Regular Salaries & Wages	1,065	1,045	1,045	1,040	2,240	2,240
117-1104-564.14-00	Overtime	811	2,772	230	298	-	-
117-1104-564.21-00	FICA/Medicare Taxes	9,718	9,131	9,514	9,921	9,890	10,035
117-1104-564.22-01	Retirement Contributions	13,832	12,973	13,299	15,864	13,799	15,397
117-1104-564.23-00	Medical Insurance	21,232	19,713	18,411	21,379	37,222	38,478
117-1104-564.23-02	Medical Insurance	603	603	664	799	646	656
117-1104-564.24-00	Worker's Compensation	682	198	148	154	172	304
117-1104-564.31-00	Public Assistance/Professional Services	78	194	-	194	-	-
117-1104-564.34-00	Other Contractual Services	13,345	-	-	-	-	-
117-1104-564.40-00	Travel & Per Diem	99	57	876	945	-	1,470
117-1104-564.41-00	Communications Services	851	870	922	721	900	900
117-1104-564.42-00	Postage & Transportation	892	840	235	177	900	900
117-1104-564.46-00	Repairs & Maintenance Services	2,200	2,695	2,500	2,500	3,000	3,000
117-1104-564.47-00	Printing & Binding	442	426	568	396	800	800
117-1104-564.51-00	Office Supplies	779	1,370	1,347	597	2,000	2,000
117-1104-564.52-00	Operating Supplies	844	96	-	46	800	800
117-1104-564.54-01	Books/Pubs/Subsc/Memb - Prof Dues	-	-	372	-	-	-
117-1104-564.54-02	Books/Pubs/Subscrs/Memb s	500	-	-	450	-	850
117-1104-564.86-00	Benefits for LIHEAP	736,996	945,329	566,668	536,991	715,257	777,042
Total Low Income Home Energy Assistance Expenditures		\$923,688	#####	\$740,584	\$721,257	\$914,319	\$983,456

Local Option Gas Tax Fund

Revenue and Expenditures

Account	Description	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2019 Final Budget
Revenues							
131-0000-312.41-00	Local Option Gas Tax	1,082,037	1,124,378	1,162,428	1,201,680	1,208,965	1,249,758
131-0000-344.90-00	Transportation Revenue Other	-	64,916	66,864	68,871	-	-
131-0000-361.10-00	Interest	8,258	10,818	12,193	12,225	11,000	5,000
131-0000-361.30-00	Interest-Unrealized Gain (Loss)	533	2,140	(187)	(4,631)	-	-
131-0000-361.40-00	Interest - Realized Gain (Loss)	(4,051)	(4,266)	(1,316)	(2,713)	-	-
131-0000-389.98-00	Use of Fund Balance	-	-	-	-	-	-
Total Local Option Gas Tax Revenues		#####	#####	#####	#####	#####	#####
Expenditures							
131-4047-541.34-00	Other Contractual Service	115,334	124,703	142,905	119,582	135,000	135,000
131-4047-541.43-00	Utility Services	379,276	392,439	380,446	407,913	400,000	400,000
131-4047-541.46-00	Repair & Maintenance Services	480	319	-	1,045	-	-
131-4047-541.46-08	Repair & Maintenance Services	-	-	503,141	1,132,865	-	-
131-4047-541.49-00	Other Charges/Obligations	1,481	1,830	23	3	-	-
131-4047-541.52-00	Operating Supplies	-	-	895	-	-	-
131-4047-541.53-00	Road Materials & Supplies	68,885	92,062	80,584	56,350	105,250	105,250
131-4047-541.63-00	Improve Other Than Building	213,271	327,482	620,356	(536,124)	579,715	579,715
131-7979-590.99-90	Addition to Reserves	-	-	-	-	-	34,793
Total Local Option Gas Tax Expenditures		\$ 778,727	\$ 938,835	#####	#####	#####	#####

Impact Fee Funds

Revenue and Expenditures

Account	Description	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2019 Final Budget
Recreation Revenues							
132-0000-324.61-00	Impact Fees/Residential	52,752	62,126	78,491	156,584	50,000	498,243
132-0000-334.70-04	State Grants	-	-	17,913	-	-	-
132-0000-337.34-00	Local Grants/CRA	-	-	-	16,028	-	-
132-0000-361.10-00	Interest	9,404	11,024	12,284	7,960	11,400	7,000
132-0000-361.30-00	Interest-Unrealized Gain (Loss)	719	1,920	(1,214)	(81)	-	-
132-0000-361.40-00	Interest - Realized Gain (Loss)	(4,624)	(4,343)	(1,149)	(1,316)	-	-
132-0000-366.00-00	Donations	-	-	20,320	-	-	-
132-0000-389.98-00	Use of Fund Balance	-	-	-	-	-	-
Total Recreation Revenues		\$ 58,251	\$ 70,727	\$ 126,645	\$ 179,175	\$ 61,400	\$ 505,243

Recreation Expenditures							
132-4048-572.63-00	Improve Other Than Building	42,601	108,196	348,652	-	-	-
132-5501-572.52-00	Operating Supplies	-	-	-	-	22,085	-
132-5501-572.64-00	Machinery & Equipment	-	-	-	-	8,240	-
132-7979-590.49-00	Other Charges/Obligations	1,687	1,870	1,528	1,173	-	-
132-7979-581.91-22	Transfers	3,592	10,000	76,435	57,360	-	-
132-7979-581.91-28	Transfers	-	-	83,641	-	-	-
132-7979-590.99-90	Additions to Reserves	-	-	-	-	31,075	505,243
Total Recreation Expenditures		\$ 47,880	\$ 120,066	\$ 510,256	\$ 58,533	\$ 61,400	\$ 505,243

Fire Revenues							
133-0000-324.11-00	Impact Fees/Residential	29,682	26,237	25,426	49,376	28,000	199,000
133-0000-324.12-00	Impact Fees/Commercial	32,030	31,346	40,482	101,851	47,000	78,000
133-0000-361.10-00	Interest	4,324	3,887	6,167	1,618	6,400	5,000
133-0000-361.30-00	Interest-Unrealized Gain (Loss)	352	864	(427)	2,811	-	-
133-0000-361.40-00	Interest - Realized Gain (Loss)	(2,092)	(1,699)	(450)	130	-	-
133-0000-389.98-00	Use of Fund Balance	-	-	-	-	-	-
Total Fire Revenues		\$ 64,296	\$ 60,635	\$ 71,198	\$ 155,786	\$ 81,400	\$ 282,000

Fire Expenditures							
133-3001-522.52-00	Operating Supplies	29,612	-	18,781	22,446	-	-
133-7979-590.49-00	Other Charges/Obligations	775	730	1,439	1,170	-	-
133-3001-522.64-00	Machinery & Equipment	33,613	87,581	57,596	-	41,000	35,000
133-7979-581.91-20	Transfer to Debt Service Fund	81,677	72,126	-	-	-	-
133-7979-590.99-90	Addition to Reserves	-	-	-	-	40,400	247,000
Total Fire Expenditures		\$ 145,677	\$ 160,437	\$ 77,816	\$ 23,616	\$ 81,400	\$ 282,000

Impact Fee Funds

Revenue and Expenditures

Account	Description	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2019 Final Budget
Police Revenues							
134-0000-324.11-00	Impact Fees/Residential	30,530	26,977	26,883	54,765	30,000	202,000
134-0000-324.12-00	Impact Fees/Commercial	55,866	56,584	56,596	126,435	76,000	89,000
134-0000-331.29-09	BJA Grant	1,652	-	-	-	-	-
134-0000-361.10-00	Interest	2,748	(176)	3,226	(3,904)	3,000	1,500
134-0000-361.30-00	Interest-Unrealized Gain (Loss)	426	207	(130)	4,038	-	-
134-0000-361.40-00	Interest - Realized Gain (Loss)	(1,256)	(339)	(76)	1,417	-	-
134-0000-364.41-00	Disposition-Fixed Assets/Surplus Furn	-	4,835	2,095	-	-	-
134-0000-389.98-00	Use of Fund Balance	-	-	-	-	-	-
Total Police Revenues		\$ 89,966	\$ 88,088	\$ 88,594	\$ 182,750	\$ 109,000	\$ 292,500
Police Expenditures							
134-2020-521.52-00	Operating Supplies	309,581	26,521	82,986	29,197	11,000	3,500
134-2020-521.64-00	Machinery & Equipment	39,555	36,914	39,658	22,949	74,500	26,000
134-7979-581.91-20	Transfer to Debt Service Fund	261,572	86,126	-	-	-	-
134-7979-590.49-00	Other Charges/Obligations	495	146	645	673	-	-
134-7979-590.99-90	Addition to Reserves	-	-	-	-	23,500	263,000
Total Police Expenditures		\$ 611,203	\$ 149,707	\$ 123,289	\$ 52,819	\$ 109,000	\$ 292,500

Building Inspection Fund

Revenue and Expenditures

Account	Description	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2019 Final Budget
Revenues						
130-0000-361.10-00	Interest	106	82	(70)	70	30
130-0000-361.30-00	Interest	19	(9)	83	-	-
130-0000-361.40-00	Interest	(39)	(10)	23	-	-
130-0000-369.90-05	Misc Rev	2,579	1,467	5,225	1,800	3,300
135-0000-322.01-00	Build Inspection Permit	463,701	609,135	809,328	650,000	1,900,000
135-0000-322.02-00	Plumbing Inspect Permit	22,532	27,295	31,908	28,000	77,000
135-0000-322.03-00	Electric Inspect Permit	40,743	40,091	49,854	42,000	88,000
135-0000-322.04-00	Mechanical Inspect Permit	57,045	59,639	81,186	62,000	110,000
135-0000-322.06-00	Application Fees	262,169	307,470	512,466	312,000	1,076,000
135-0000-322.07-00	Contractor Registration	10,385	7,175	23	7,000	-
135-0000-329.01-00	Other License & Miscellaneous	23,510	21,714	24,315	22,000	45,000
135-0000-329.01-01	Other License & Miscellaneous	16,615	19,240	23,765	23,570	57,000
135-0000-329.01-02	Other License & Miscellaneous	185	-	120	150	-
135-0000-361.10-00	Interest	13,689	16,196	26,623	14,000	15,000
135-0000-361.30-00	Interest	2,274	(1,712)	(6,701)	-	-
135-0000-361.40-00	Interest	(5,052)	(1,466)	(5,367)	-	-
135-0000-369.41-00	Reim Claims & Exp	32,016	33,960	30,063	-	30,000
135-0000-369.90-00	Misc Rev	31	-	229	-	-
130-0000-389.98-00	Use of Fund Balance	-	-	-	8,110	-
135-0000-389.98-00	Use of Fund Balance	-	-	-	-	-
Total Fire - Building Inspection Revenues		\$ 942,508	#####	#####	#####	#####

Building Inspection Fund

Revenue and Expenditures

Account	Description	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2019 Final Budget
Expenditures						
130-1114-524.40-00	Travel & Per Diem	163	3,350	2,618	3,100	3,100
130-1114-524.49-00	Other Charges/Obligations	17	-	-	20	20
130-1114-524.54-01	Books/Pubs/Subscrs/Mem bs	810	978	1,080	1,060	1,060
130-1114-524.54-02	Books/Pubs/Subscrs/Mem bs	3,692	2,945	3,152	5,300	5,600
130-1114-524.54-03	Books/Pubs/Subscrs/Mem bs	2,031	-	-	500	500
135-1114-524.12-00	Regular Salaries & Wages	553,574	558,326	567,329	603,578	671,763
135-1114-524.12-02	Regular Salaries & Wages	4,019	5,808	11,086	6,201	19,380
135-1114-524.12-06	Regular Salaries & Wages	1,200	1,393	2,340	2,340	1,164
135-1114-524.14-00	Overtime	558	571	1,382	-	-
135-1114-524.15-00	Special Pay	862	827	734	726	1,320
135-1114-524.21-00	FICA/Medicare Taxes	41,506	41,815	43,373	47,008	53,204
135-1114-524.22-01	Retirement Contributions	36,322	37,026	40,275	42,108	64,877
135-1114-524.23-00	Medical Insurance	60,526	68,809	67,313	96,775	120,642
135-1114-524.23-02	Medical Insurance	2,796	3,193	3,579	3,071	3,449
135-1114-524.24-00	Worker's Compensation	6,143	6,220	6,203	172	11,501
135-1114-524.31-00	Professional Services	388	7,999	78	3,000	3,000
135-1114-524.34-00	Other Contractual Service	-	-	36,178	80,000	560,000
135-1114-524.34-12	Other Contractual Service	76,680	75,693	75,693	94,648	94,648
135-1114-524.40-00	Travel & Per Diem	8	-	57	-	-
135-1114-524.41-00	Communications Services	7,493	6,822	9,548	7,166	9,238
135-1114-524.42-00	Postage & Transportation	2,684	641	357	-	50
135-1114-524.44-00	Rentals & Leases	4,763	4,429	4,781	15,913	15,913
135-1114-524.45-01	Insurance	1,698	2,623	3,212	4,597	3,613
135-1114-524.45-02	Insurance	1,426	1,917	2,070	2,429	1,251
135-1114-524.46-00	Repair & Maintenance Services	15,036	15,979	14,490	32,440	32,840
135-1114-524.47-00	Printing & Binding	515	1,911	599	2,360	1,608
135-1114-524.48-00	Promotional	-	-	-	300	300
135-1114-524.49-00	Other Charges/Obligations	11,973	10,319	18,130	7,700	18,000
135-1114-524.51-00	Office Supplies	1,592	1,591	1,962	2,500	2,500
135-1114-524.52-00	Operating Supplies	3,916	16,084	4,602	13,500	13,500
135-1114-524.52-01	Operating Supplies	10,679	8,897	9,503	12,556	12,556
135-1114-524.52-05	Operating Supplies	1,834	1,177	1,261	2,500	2,500
135-1114-524.54-01	Books/Pubs/Subscrs/Mem bs	847	-	-	-	-
135-1114-524.54-02	Books/Pubs/Subscrs/Mem bs	5	146	752	-	-
135-1114-524.54-03	Books/Pubs/Subscrs/Mem bs	2,950	-	44	4,400	2,200
135-1114-524.64-00	Machinery & Equipment	46,630	-	22,991	57,000	-
135-7979-590.99-90	Addition to Reserves	-	-	-	15,732	1,670,033
Total Fire - Building Inspection Expenditures		\$ 905,336	\$ 887,489	\$ 956,773	#####	#####

3rd Generation Fund

Revenue and Expenditures

Account	Description	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2019 Final Budget
Revenues						
138-0000-312.63-00	3rd Generation Sales Tax	2,083,115	3,280,177	3,562,188	3,375,800	4,071,949
138-0000-361.10-00	Interest	5,396	32,179	83,329	30,000	59,000
138-0000-361.30-00	Interest-Unrealized Gain (Loss)	(574)	2,239	(1,247)	-	-
138-0000-361.40-00	Interest - Realized Gain (Loss)	(526)	(5,720)	(5,728)	-	-
138-0000-389.98-00	Use of Fund Balance	-	-	-	-	-
Total Streets - 3rd Generation Sales Tax Revenues		\$ 2,087,411	\$ 3,308,875	\$ 3,638,542	\$ 3,405,800	\$ 4,130,949
Expenditures						
138-4047-541.46-08	Repairs & Maint	-	51,212	453,437	-	-
138-4047-541.49-00	Other Charges/Obligations	-	4,425	10,165	-	-
138-4047-541.63-00	Improv Other Than Bldgs	-	-	641,830	-	-
138-4047-541.63-01	Road Improvements	-	-	-	1,000,000	1,332,833
138-4047-541.63-84	Traffic Calming	-	-	-	50,000	-
138-4047-541.63-86	Sidewalks	-	8,425	-	1,400,000	1,258,304
138-4047-541.63-87	Circulation Improvements	-	-	18,022	500,000	229,604
138-4047-541.63-90	Improve Other Than Building	-	135,983	2,456,664	550,000	34,441
138-7979-590.99-90	Addition to Reserves	-	-	-	-	1,275,767
Total Streets - 3rd Generation Sales Tax Expenditures		\$ -	\$ 200,045	\$ 3,580,117	\$ 3,500,000	\$ 4,130,949

Cemetery Fund

Revenue and Expenditures

Account	Description	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2019 Final Budget
Revenues						
630-0000-343.80-01	Cemetery Fees	27,550	27,750	34,900	27,750	37,370
630-0000-361.10-00	Interest	1,790	4,534	2,253	5,000	1,500
630-0000-361.30-00	Interest - Unrealized	422	(265)	(19)	-	-
630-0000-361.40-00	Interest - Realized	(969)	(282)	(388)	-	-
630-0000-364.10-00	Disposition of Assets	35,350	35,050	38,975	35,050	43,600
630-0000-389.98-00	Use of Fund Balance	-	-	-	47,403	44,783
Total Cemetery Revenues		\$ 64,143	\$ 66,787	\$ 75,721	\$ 115,203	\$ 127,253
Expenditures						
630-5508-572.31-00	Professional Services	1,211	5,520	349	-	10,000
630-5508-572.43-00	Utility Services	7,408	6,302	10,656	11,431	11,431
630-5508-572.44-00	Rentals and Leases	-	-	65	-	-
630-5508-572.45-01	Insurance	414	699	806	822	822
630-5508-572.46-00	Repair & Maintenance Services	67,552	68,007	93,346	102,950	105,000
630-5508-572.49-00	Other Charges/Obligations	418	679	375	-	-
630-5508-572.52-00	Operating Supplies	-	51	-	-	-
630-9999-591.99-90	Addition to Reserves	-	-	-	-	-
Total Cemetery Expenditures		\$ 77,003	\$ 81,258	\$ 105,597	\$ 115,203	\$ 127,253



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>	\$ 65,000	\$ -
<i>Revenues</i>		
Taxes		
Property (Ad Valorem)	\$ 818,280	\$ -
Intergovernmental	544,600	-
Other Revenues	6,538	-
<i>Total Revenues</i>	1,369,418	-
Transfers In	-	1,781,714
Debt Proceeds	-	-
<i>Total Revenues and Other Sources</i>	1,369,418	1,781,714
Total Revenues, Transfers, and Balances	\$ 1,434,418	\$ 1,781,714
<i>Expenditures</i>		
General Government	\$ -	\$ -
Public Safety	-	1,781,714
Physical Environment	-	-
Transportation	-	-
Economic Environment	708,891	-
Human Services	-	-
Culture and Recreation	-	-
<i>Total Expenditures</i>	708,891	1,781,714
Transfers Out	725,527	-
Other Uses	-	-
<i>Total Expenditures and Other Uses</i>	1,434,418	1,781,714
<i>Additions to Reserves (Fund Balance)</i>	-	-
Total Appropriations and Reserves	\$ 1,434,418	\$ 1,781,714

CRA Downtown Fund

Revenue and Expenditures

	<i>2015 Actual</i>	<i>2016 Actual</i>	<i>2017 Actual</i>	<i>2018 Budget</i>	<i>2019 Final Budget</i>
CRA - Downtown					
Tax Increment Proceeds	951,381	1,140,955	1,186,633	1,262,089	1,362,880
Interest	5,165	17,688	8,701	18,000	6,538
Use of Fund Balance	-	-	-	325,475	65,000
Total Revenues	956,546	1,158,643	1,195,334	1,605,564	1,434,418
Salary	63,473	62,054	185,503	220,068	213,956
Benefits	22,394	23,700	91,753	93,683	117,346
Operating	201,758	261,269	339,686	334,413	328,281
Supplies	10,314	2,431	50,739	12,075	14,100
Capital	(28,651)	11,844	146,761	-	15,208
Debt Service	232,811	-	-	-	-
Grants and Aids	207,206	201,804	196,198	215,000	20,000
Other	-	-	-	725,527	725,527
Total	709,305	563,102	1,010,640	1,600,766	1,434,418

CRA Downtown Fund

Revenue and Expenditures

Account	Description	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2019 Final Budget
Revenues						
156-0000-311.10-00	Ad Valorem - Current	662,142	675,501	703,573	757,745	818,280
156-0000-311.20-00	Ad Valorem - Delinquent	2	1,316	-	-	-
156-0000-311.30-00	Ad Valorem - Sem County Porti	289,239	465,454	483,060	504,344	544,600
156-0000-319.09-00	Ad Valorem - Penalty	-	237	-	-	-
156-0000-361.10-00	Interest	7,392	17,533	15,800	18,000	6,538
156-0000-361.30-00	Interest - Unrealized Gain (Loss)	1,268	1,316	(4,810)	-	-
156-0000-361.40-00	Interest - Realized Gain (Loss)	(3,495)	(1,161)	(2,289)	-	-
156-0000-389.98-00	Use of Reserves	-	-	-	325,475	65,000
Total CRA - Downtown Revenues		\$ 956,548	#####	#####	#####	#####
Expenditures						
156-0108-552.12-00	Regular Salaries & Wages	59,824	59,515	169,689	216,015	194,211
156-0108-552.12-02	Regular Salaries & Wages	-	-	2,311	2,338	4,738
156-0108-552.12-06	Regular Salaries & Wages	-	-	-	36	-
156-0108-552.14-00	Overtime	3,649	2,539	13,502	1,679	13,907
156-0108-552.15-00	Special Pay	-	-	501	-	500
156-0108-552.15-02	Add Pay	-	-	843	-	600
156-0108-552.21-00	FICA/Medicare Taxes	4,862	4,781	14,362	13,028	16,388
156-0108-552.22-01	Retirement Contributions	7,180	6,537	5,069	11,892	28,689
156-0108-552.22-06	Retirement Contributions	-	-	30,417	33,556	16,918
156-0108-552.23-00	Medical Insurance	8,524	10,289	36,944	31,495	44,753
156-0108-552.23-02	Life Insurance	300	341	414	556	729
156-0108-552.24-00	Worker's Compensation	1,528	1,752	4,548	3,156	9,869
156-0108-552.31-00	Professional Services	27,706	29,006	79,811	35,330	39,493
156-0108-552.34-00	Other Contractual Services	118,115	148,805	160,260	214,290	250,390
156-0108-552.40-00	Travel & Per Diem	212	897	-	505	3,500
156-0108-552.42-00	Postage & Transportation	15	-	36	303	306
156-0108-552.45-01	Insurance	-	-	5,696	5,753	6,328
156-0108-552.46-00	Repair & Maintenance Services	-	9,521	7,160	-	-
156-0108-552.47-00	Printing & Binding	57	-	195	202	204
156-0108-552.48-00	Promotional Activities	53,862	71,859	85,229	75,000	25,000
156-0108-552.49-00	Other Charges/Obligations	1,791	1,181	1,299	3,030	3,060
156-0108-552.52-00	Operating Supplies	9,119	1,686	47,849	10,000	10,100
156-0108-552.54-01	Books/Pubs/Subscrs/Membs	745	745	2,070	2,075	2,500
156-0108-552.54-02	Books/Pubs/Subscrs/Membs	450	-	820	-	-
156-0108-552.55-00	Training	-	-	-	4,798	1,500
156-0108-552.63-00	Improve Other Than Building	(28,651)	11,844	146,761	-	15,208
156-0108-552.71-00	Debt Service - Principal	225,000	-	-	-	-
156-0108-552.72-00	Debt Service - Interests	7,811	-	-	-	-
156-0108-552.81-00	Grants and Aids	207,206	201,804	196,198	215,000	20,000
156-7979-581.91-01	Transfers	-	-	-	725,527	725,527
156-9999-591.99-90	Addition to Reserves	-	-	-	-	-
Total CRA - Downtown Expenditures		\$ 709,305	\$ 563,102	#####	#####	#####

Debt Service Fund

Revenue and Expenditures

<i>Account</i>	<i>Description</i>	<i>2015 Actual</i>	<i>2016 Actual</i>	<i>2017 Actual</i>	<i>2018 Budget</i>	<i>2019 Final Budget</i>
Revenues						
201-0000-361.10-00	Interest	6,074	10,396	1,003	-	-
201-0000-361.30-00	Interest - Unrealized	576	747	8,669	-	-
201-0000-361.40-00	Interest - Realized	(2,230)	(969)	980	-	-
201-0000-381.01-04	Transfers - General Fund	1,672,106	1,846,370	1,831,310	1,699,532	1,781,714
201-0000-381.01-05	Transfers	158,252	-	-	-	-
201-0000-389.98-00	Use of Fund Balance	-	-	-	-	-
Total Debt Service Revenue		#####	#####	#####	#####	#####
Expenditures						
201-2020-521.71-01	Police Vehicle Lease	408,951	613,243	516,163	521,446	593,944
201-2020-521.72-01	Police Vehicle Lease	12,498	18,506	17,818	11,961	18,295
201-3001-522.71-30	Fire Ladder Lease	143,219	51,288	51,991	-	-
201-3001-522.72-30	Fire Ladder Lease	3,089	1,148	444	-	-
201-7979-517.71-15	PSC Revenue Bonds Prin	745,000	770,000	795,000	820,000	850,000
201-7979-517.72-15	PSC Revenue Bonds Int	421,200	396,988	371,963	346,125	319,475
201-7979-590.49-00	Other Charges/Obligations	993	1,300	994	-	-
Total Debt Service Expenditures		#####	#####	#####	#####	#####

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	
2018	\$ 820,000	\$ 346,125	\$ 1,166,125
2019	850,000	319,475	1,169,475
2020	875,000	291,849	1,166,849
2021	905,000	263,412	1,168,412
2022	930,000	233,999	1,163,999
2023-2027	5,140,000	695,337	5,835,337
2028	1,130,000	36,725	1,166,725
	\$ 10,650,000	\$ 2,186,922	\$ 12,836,922

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	
2018	\$ 1,955,000	\$ 359,136	\$ 2,314,136
2019	2,030,000	283,478	2,313,478
2020	2,105,000	204,916	2,309,916
2021	2,185,000	123,452	2,308,452
2022	1,005,000	38,893	1,043,893
	\$ 9,280,000	\$ 1,009,875	\$ 10,289,875

Long Term Debt

Bonds, Notes and Loans Payable

The City has revenue bonds and notes outstanding at September 30, 2017. 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:			
U.S. Bancorp Government	Fire truck	N/A	203,781
Mears Motor Leasing	Police vehicles	N/A	451,810
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:			\$ 17,795,818
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	13,433,578
WW590130	Water Treatment facility rehabilitation	Net revenues of water and sewer system	986,973
WW590131	Biological nutrient removal improvements	Net revenues of water and sewer system	17,931,599
Total Water/Sewer Utility Debt			83,724,609
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	2,116,895
Total Stormwater Utility Debt			10,314,881
Mayfair 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 Mayfair Debt			272,547
Total Business-type Activities:			\$ 94,312,037

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	\$ 10,650,000	3.25%	30.23%	\$ 1,166,963	\$ 3,860,271
Capital Leases:					
U.S. Bancorp Government	-	1.365%	N/A	52,436	N/A
Mears Motor Leasing	-	1.295%	N/A	57,856	N/A
U.S. Bancorp Government	33,112	1.2%	N/A	132,745	N/A
U.S. Bancorp Government	236,318	1.169%	N/A	137,234	N/A
U.S. Bancorp Government	278,970	1.619%	N/A	142,038	N/A
U.S. Bancorp Government	430,184	2.020%	N/A	63,808	N/A
Total Governmental Activities:	<u>\$ 11,628,584</u>			<u>\$ 1,753,080</u>	
Business-type Activities					
Water/Sewer Utility Debt:					
Revenue Bonds:					
Revenue Note:					
Series 2010	9,280,000	3.87%	21.63%	2,317,086	10,712,148
State Revolving Fund Loans:					
CS120586220	1,487,909	3.34% - 3.55%	3.16%	298,384	9,450,064
WW586250	10,251,678	2.42% - 2.48%	12.86%	1,215,000	9,450,064
DW5906010	2,149,573	3.55%	4.59%	433,675	9,450,064
WW590100	1,912,196	2.65%	1.79%	169,415	9,450,064
WW590101	148,059	2.28%	0.14%	12,804	9,450,064
DW590110	334,886	2.71%	0.32%	29,786	9,450,064
DW590120	10,021,250	1.98% - 2.66%	9.19%	868,481	9,450,064
WW590130	985,940	2.63% - 2.87%	0.44%	41,365	9,450,064
WW590131	17,931,599	2.16%	0.61%	57,994	9,450,064
Total Water/Sewer Utility Debt	<u>54,503,090</u>			<u>5,443,990</u>	
Stormwater Utility Debt:					
State Revolving Fund Loans:					
SWG12058624P	2,649,502	2.52%-2.90%	8.25%	304,579	3,690,603
SW586260	1,913,392	2.80%	4.64%	171,182	3,690,603
SW586261	335,651	2.28%	0.76%	28,140	3,690,603
SW590140	415,721	2.63%	2.41%	89,063	3,690,603
SW590141	2,116,894	1.05-1.18%	0.00%	-	3,690,603
Total Stormwater Utility Debt	<u>7,431,160</u>			<u>592,964</u>	
Capital Leases:					
Everbank	13,274	5.65%	N/A	38,795	N/A
Everbank	4,544	5.50%	N/A	13,488	N/A
Everbank	3,207	6.23%	N/A	9,447	N/A
Wells Fargo	25,747	4.350%	N/A	10,555	N/A
Total Stormwater Utility Debt	<u>46,772</u>			<u>61,730</u>	
Total Business-type Activities:	<u>\$ 61,981,022</u>			<u>\$ 6,098,684</u>	

Long Term Debt

Enterprise Funds – Loans Payable

Enterprise Funds loans payable at September 30, 2017 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, \$2,116,895 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.

Stormwater Utility Debt:

State Revolving Fund Loans:

SWG12058624P	2,649,502
SW586260	1,913,392
SW586261	335,651
SW590140	415,721
SW590141	2,116,894
Total Stormwater Utility Debt	<u>7,431,160</u>

Long Term Debt

Enterprise Funds – Loans Payable

Primary Government: Water and Sewer:

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

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

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

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

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

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

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

Long Term Debt

Enterprise Funds – Loans Payable

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

State Revolving Fund Loan WW590131 payable, \$18,395,032 authorized, \$17,931,599 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 Loans:	
CS120586220	1,487,909
WW586250	10,251,678
DW5906010	2,149,573
WW590100	1,912,196
WW590101	148,059
DW590110	334,886
DW590120	10,021,250
WW590130	985,940
WW590131	17,931,599
Total Water/Sewer Utility Debt	54,503,090

Required principal and interest deposits for State Revolving Fund (SRF) loans are presented as part of restricted assets for debt service. SRF Loan payments for the first years are based upon the full loan amount available, not the monies actually drawn to date. After completion of the project, a final loan dollar amount is established and a final loan payment/amortization schedule is established. Maturity schedules for those loans which have final loan payment/amortization schedules are as follows (loans SW590140, SW590141, DW590120, DW590130 and DW590131 are not closed out and do not have a final loan payment/amortization schedule at September 30, 2017):

Long Term Debt

Enterprise Funds – Loans Payable

Fiscal Year Ending September 30,	SRF SWG12058624P		
	Principal	Interest	Total
2018	\$ 233,796	\$ 70,781	\$ 304,577
2019	240,223	64,354	304,577
2020	246,827	57,750	304,577
2021	253,613	50,963	304,576
2022	260,587	43,990	304,577
2023-2027	1,414,456	108,430	1,522,885
	\$ 2,649,502	\$ 396,268	\$ 3,045,769

Fiscal Year Ended September 30,	SRF Loan SW586260		
	Principal	Interest	Total
2018	\$ 118,430	\$ 52,752	\$ 171,182
2019	121,770	49,412	171,182
2020	125,203	45,979	171,182
2021	128,733	42,449	171,182
2022	132,363	38,819	171,182
2023-2027	719,946	135,964	855,910
2028-2031	566,946	32,190	599,136
	\$ 1,913,391	\$ 397,565	\$ 2,310,956

Fiscal Year Ended September 30,	SRF Loan SW586261		
	Principal	Interest	Total
2018	\$ 20,604	\$ 7,536	\$ 28,140
2019	21,076	7,064	28,140
2020	21,560	6,580	28,140
2021	22,054	6,086	28,140
2022	22,560	5,580	28,140
2023-2027	120,799	19,901	140,700
2028-2031	106,998	5,562	112,560
	\$ 335,651	\$ 58,309	\$ 393,960

Long Term Debt

Enterprise Funds – Loans Payable

Fiscal Year Ending September 30,	SRF Loan CS120586220		
	Principal	Interest	Total
2018	\$ 250,764	\$ 47,620	\$ 298,384
2019	259,210	39,174	298,384
2020	267,939	30,444	298,383
2021	276,963	21,420	298,383
2022	286,291	12,093	298,384
2023	146,742	2,451	149,193
	\$ 1,487,909	\$ 153,202	\$ 1,641,111

Fiscal Year Ending September 30,	SRF Loan WW586250		
	Principal	Interest	Total
2018	\$ 971,724	\$ 243,277	\$ 1,215,001
2019	995,484	219,518	1,215,002
2020	1,019,823	195,178	1,215,001
2021	1,044,758	170,243	1,215,001
2022	1,070,302	144,698	1,215,000
2023-2027	5,149,587	317,913	5,467,500
	\$ 10,251,678	\$ 1,290,827	\$ 11,542,505

Fiscal Year Ending September 30,	SRF Loan DW590601		
	Principal	Interest	Total
2018	\$ 360,537	\$ 73,138	\$ 433,675
2019	373,450	60,226	433,676
2020	386,824	46,850	433,674
2021	400,678	32,996	433,674
2022	415,030	18,646	433,676
2023	213,054	3,782	216,836
	\$ 2,149,573	\$ 235,638	\$ 2,385,211

Long Term Debt

Enterprise Funds – Loans Payable

Fiscal Year Ended September 30,	SRF Loan WW590100		
	Principal	Interest	Total
2018	\$ 119,528	\$ 49,887	\$ 169,415
2019	122,717	46,698	169,415
2020	125,990	43,425	169,415
2021	129,351	40,064	169,415
2022	132,802	36,613	169,415
2023-2027	719,074	127,999	847,073
2028-2031	562,734	30,217	592,951
	<u>\$ 1,912,196</u>	<u>\$ 374,903</u>	<u>\$ 2,287,099</u>

Fiscal Year Ended September 30,	SRF Loan WW590101		
	Principal	Interest	Total
2018	\$ 9,483	\$ 3,322	\$ 12,805
2019	9,699	3,105	12,804
2020	9,921	2,882	12,803
2021	10,149	2,655	12,804
2022	10,383	2,422	12,805
2023-2027	55,590	8,428	64,018
2028-2031	42,834	1,975	44,809
	<u>\$ 148,059</u>	<u>\$ 24,789</u>	<u>\$ 172,848</u>

Fiscal Year Ended September 30,	SRF Loan DW590110		
	Principal	Interest	Total
2018	\$ 20,851	\$ 8,935	\$ 29,786
2019	21,420	8,366	29,786
2020	22,004	7,782	29,786
2021	22,605	7,181	29,786
2022	23,221	6,565	29,786
2023-2027	125,963	22,967	148,930
2028-2031	98,822	5,428	104,250
	<u>\$ 334,886</u>	<u>\$ 67,224</u>	<u>\$ 402,110</u>

Capital Leases

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

On June 24, 2013, the City entered into a lease agreement with a local finance company to finance the acquisition of police vehicles. The agreement has a 4-year fixed term at 1.295% and calls for quarterly payments of \$28,928. The aggregate cost and accumulated depreciation of the governmental activities machinery & equipment assets acquired through the capital lease are \$451,810, and \$380,245, respectively, as of September 30, 2017.

On August 15, 2013, the City entered into a lease agreement with a local finance company to finance the acquisition of a fire pumper truck. The agreement has a 4-year fixed term at 1.365% and calls for quarterly payments of \$13,109. The aggregate cost and accumulated depreciation of the governmental activities machinery & equipment asset acquired through the capital lease are \$435,850 and \$185,236, 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 5.65% 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.

Capital Leases

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 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.

Capital Leases

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.

The future minimum lease obligations and the net present value of these minimum lease payments as of September 30, 2017, were as follows:

Year Ending September 30,	Governmental Activities	Enterprise Funds
2018	\$ 440,099	\$ 31,839
2019	372,579	10,555
2020	127,616	6,157
2021	63,808	-
Total minimum lease payments	1,004,102	48,551
Less: Amount representing interest costs	(25,518)	(1,779)
Present value of minimum lease payments	\$ 978,584	\$ 46,772

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				
2008	\$ 1,000,000	\$ 18,000,000	\$ 1,425,000	\$ 240,065	\$ 20,828,102	\$ 32,712,870	\$ 924,058	\$ 75,130,095	\$ 2,397,121,146	3.1%	1,383
2009	-	17,410,000	1,240,000	211,371	19,921,968	30,854,659	564,805	70,202,803	2,336,529,272	3.0%	1,304
2010	-	16,795,000	1,050,000	700,502	19,107,056	33,717,701	189,126	71,559,385	2,140,111,536	3.3%	1,340
2011	-	16,155,000	855,000	518,760	18,153,995	34,110,664	-	69,793,419	2,140,245,586	3.3%	1,306
2012	-	14,375,000	650,000	836,051	16,948,428	32,719,107	-	65,528,586	2,207,000,608	3.0%	1,212
2013	-	13,680,000	440,000	1,185,616	15,788,466	33,513,261	-	64,607,343	2,272,702,597	2.8%	1,199
2014	-	12,960,000	225,000	1,192,447	14,720,000	39,807,828	-	68,905,275	2,386,109,874	2.9%	1,241
2015	-	12,215,000	-	1,170,776	12,975,000	43,601,820	-	69,962,596	2,378,761,400	2.9%	1,230
2016	-	11,445,000	-	1,057,538	11,165,000	49,356,037	-	73,023,575	2,211,604,736	3.3%	1,276
2017	-	10,650,000	-	978,584	9,280,000	52,654,250	-	73,562,834	2,585,576,817	2.8%	1,272

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	Operating Expenses (2)	Net Available	Debt Service Requirements (3)		Coverage
		Development Charges (7)		For Debt Service	Principal	Interest	
2008	\$ 17,105,148	\$ 906,018	\$ 13,170,977	\$ 4,840,189	\$ 1,030,000	\$ 969,158	2.42
2009	17,490,831	907,877	11,691,337	6,707,371	1,065,000	938,258	3.35
2010	19,244,661	721,961	12,093,933	7,872,689	1,095,000	924,297	3.90
2011	20,294,405	837,165	11,915,644	9,215,926	1,120,000	769,764	4.88
2012	21,108,818	927,715	12,667,718	9,368,815	1,365,000	729,164	4.47
2013	22,027,671	928,700	12,416,929	10,539,442	1,415,000	681,389	5.03
2014	22,570,956	536,916	12,509,032	10,598,840	1,470,000	624,789	5.06
2015	23,710,035	620,429	14,759,306	9,571,158	1,745,000	569,664	4.14
2016	24,522,417	833,080	14,791,336	10,564,161	1,810,000	501,945	4.57
2017	25,925,613	1,262,084	16,475,549	10,712,148	1,885,000	431,891	4.62

Water and Sewer State Revolving Loans						
Fiscal Year	Gross Revenues (1)	Less:	Net Available	Debt Service Requirements (4)		Coverage
		Operating Expenses (2)	For Debt Service	Principal	Interest	
2008	\$ 17,105,148	\$ 13,170,977	\$ 3,934,171	\$ 1,844,249	\$ 792,010	1.49
2009	17,490,831	11,691,337	5,799,494	1,796,473	789,846	2.24
2010	19,244,661	12,093,933	7,150,728	1,851,177	716,019	2.79
2011	20,294,405	11,915,644	8,378,761	1,854,547	757,727	3.21
2012	21,108,818	12,667,718	8,441,100	1,967,848	705,047	3.16
2013	22,027,671	12,416,929	9,610,742	2,439,435	649,489	3.11
2014	22,570,956	12,509,032	10,061,924	2,381,877	597,388	3.38
2015	23,710,035	14,759,306	8,950,729	2,410,939	565,114	3.01
2016	24,522,417	14,791,336	9,731,081	2,300,903	724,762	3.22
2017	25,925,613	16,475,549	9,450,064	2,332,799	782,720	3.03

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		
\$ 3,035,556	\$ 1,863,121	\$ 1,172,435	\$ 344,270	\$ 53,618		2.95
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	-	-		-
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	1,259,700	1,989,601	183,184	121,393		6.53
3,800,074	1,574,814	2,225,260	188,215	116,361		7.31
3,731,188	1,895,947	1,835,241	245,250	191,783		4.20
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	446,627	155,325		6.13

Pledge Revenue Coverage

Last Ten Fiscal Years

General Government
Sales Tax Note

Fiscal Year	Half-Cent Sales Tax	Debt Service Requirements (4), (8)		Coverage
		Principal	Interest	
2008	\$ 3,371,680	\$ -	\$ 286,960	11.75
2009	2,975,011	590,000	759,600	2.20
2010	2,915,832	615,000	734,702	2.16
2011	2,939,839	640,000	708,749	2.18
2012	3,098,395	670,000	585,968	2.47
2013	3,213,921	695,000	467,188	2.77
2014	3,400,139	720,000	444,600	2.92
2015	3,564,749	745,000	421,200	3.06
2016	3,714,761	770,000	396,988	3.18
2017	3,860,271	795,000	371,963	3.31

Special Facilities Revenue Bonds

Fiscal Year	Facilities Revenue	Debt Service Requirements (4)		Coverage (6)
		Principal	Interest	
2008	\$ 67,256	\$ 115,000	\$ 59,064	NA
2009	71,347	1,000,000	51,682	NA
2010	-	-	-	-
2011	-	-	-	-
2012	-	-	-	-
2013	-	-	-	-
2014	-	-	-	-
2015	-	-	-	-
2016	-	-	-	-
2017	-	-	-	-

Pledge Revenue Coverage

Last Ten Fiscal Years

General Government					
CRA Note					
Fiscal Year	CRA Ad Valorem Taxes	Debt Service Requirements (4)		Coverage (6)	
		Principal	Interest		
2008	\$ 1,378,763	\$ 175,000	\$ 55,840		5.97
2009	1,587,494	185,000	49,733		6.76
2010	1,342,653	190,000	43,276		5.76
2011	1,097,603	195,000	36,645		4.74
2012	1,014,246	205,000	29,840		4.32
2013	1,025,900	210,000	22,685		4.41
2014	1,117,433	215,000	15,397		4.85
2015	951,384	225,500	7,853		4.08
2016	-	-	-		-
2017	-	-	-		-

- (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>	\$ 281,276	\$ -	\$ 281,276
 Revenues			
Charges for Services	\$ 2,394,853	\$ 6,765,934	\$ 9,160,787
Other Revenues	45,000	156,645	201,645
<i>Total Revenues</i>	2,439,853	6,922,579	9,362,432
Transfers In	-	-	-
<i>Total Revenues and Other Sources</i>	2,439,853	6,922,579	9,362,432
Total Revenues, Transfers, and Balances	\$ 2,721,129	\$ 6,922,579	\$ 9,643,708
 Expenses			
Citywide Insurance Costs	\$ 2,721,129	\$ 6,922,579	\$ 9,643,708
<i>Total Expenses</i>	2,721,129	6,922,579	9,643,708
Transfers Out	-	-	-
Other Uses	-	-	-
<i>Total Expenses and Other Uses</i>	2,721,129	6,922,579	9,643,708
<i>Total Revenue Over/(Under) Expenses</i>	-	-	-
Total Appropriations and Reserves	\$ 2,721,129	\$ 6,922,579	\$ 9,643,708

General Liability Insurance Fund

Revenue and Expenditures

Account	Description	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2019 Final Budget
Revenues						
520-0000-341.20-01	Internal Service Fees	543,410	912,425	1,103,538	1,163,698	1,213,601
520-0000-341.20-02	Internal Service Fees	191,765	197,014	198,765	244,992	116,608
520-0000-341.20-04	Internal Service Fees	432,384	429,462	452,324	592,412	1,064,644
520-0000-361.10-00	Interest	29,969	41,888	13,488	45,000	45,000
520-0000-361.30-00	Interest - Unrealized Gain (Loss)	5,945	(2,866)	14,462	-	-
520-0000-361.40-00	Interest - Realized Gain (Loss)	(12,613)	(3,479)	(1,385)	-	-
520-0000-369.30-00	Reimbursement of Claims	24,442	-	1,616	-	-
520-0000-369.30-01	Reimbursement of Claims	-	17,105	-	-	-
520-0000-369.30-02	Reimbursement of Claims	-	51,665	59,181	-	-
520-0000-369.41-00	Reimbursement of Claims	2,329	82	-	-	-
520-0000-369.50-00	Reimbursement of Claims	155,264	43,555	15,079	-	-
520-0000-389.98-00	Use of Fund Balance	-	-	-	249,827	281,276
Total Insurance Fund Revenues		\$ 1,372,895	\$ 1,686,851	\$ 1,857,067	\$ 2,295,929	\$ 2,721,129

Expenditures

520-7979-590.12-00	Regular Salaries & Wages	88,785	95,918	87,060	72,850	72,850
520-7979-590.21-00	FICA/Medicare Taxes	6,792	6,971	6,659	7,150	7,150
520-7979-590.31-06	Other	388,135	602,877	852,656	304,000	914,821
520-7979-590.31-12	Worker's Compensation Misc Prof	104,597	103,799	112,260	114,179	135,835
520-7979-590.31-50	Professional Service/Same Year Reco	(497)	(313,467)	(82,556)	-	-
520-7979-590.45-01	Operating Liability	416,285	437,951	304,613	444,205	484,950
520-7979-590.45-02	Auto Liability	175,311	195,313	82,524	244,993	139,445
520-7979-590.45-03	Surety Bond	12,750	19,171	6,120	6,100	7,549
520-7979-590.45-04	Worker's Compensation Premium Pn	(36,594)	719,587	212,106	253,252	301,726
520-7979-590.45-05	Property Liability	339,685	376,030	304,457	428,067	328,403
520-7979-590.45-06	AD&D	6,279	7,240	8,729	8,358	7,607
520-7979-590.45-07	Insurance/Sports Accident Policy	8,270	7,979	7,977	8,646	9,546
520-7979-590.45-08	W/C Quarterly Install	18,026	19,859	15,037	215,911	24,223
520-7979-590.45-09	Stop Loss Deductible	95,433	112,559	126,108	123,815	227,861
520-7979-590.45-10	Storage Tank Liability	-	-	-	5,841	6,425
520-7979-590.45-11	Insurance/ General Liability TPA	17,550	17,349	15,918	20,464	17,220
520-7979-590.45-12	Special Events	13,689	14,180	15,091	15,598	13,018
520-7979-590.49-00	Other Charges/Obligations	25,935	4,813	3,982	2,500	2,500
520-7979-590.49-87	Safety Incentive Program	3,196	2,465	2,755	20,000	20,000
520-7979-581.91-01	Transfers	13,781	82,158	-	-	-
520-7979-590.99-90	Additions to Reserves	-	-	-	-	-
Total Insurance Fund Expenditures		\$ 1,697,408	\$ 2,512,752	\$ 2,081,495	\$ 2,295,929	\$ 2,721,129

Health Insurance Fund

Revenue and Expenditures

Account	Description	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2019 Final Budget
Revenues						
530-0000-341.20-20	Internal Services Fees - City	2,710,668	2,987,141	3,392,736	4,672,675	5,114,533
530-0000-341.20-21	Internal Service Fees - Employee	892,764	898,380	920,658	934,704	958,008
530-0000-341.20-22	Internal Service Fees - Retirees	354,021	357,238	435,852	696,758	693,393
530-0000-361.10-00	Interest	34,953	37,972	39,619	35,000	101
530-0000-361.30-00	Interest - Unrealized	7,960	(3,325)	(19,071)	-	-
530-0000-361.40-00	Interest - Realized	(13,801)	(3,488)	(8,753)	-	-
530-0000-369.01-00	Cobra Payments	3,917	21,544	19,812	12,000	4,000
530-0000-369.02-00	Retiree Payments	76,150	84,274	94,949	110,928	110,544
530-0000-369.03-00	Active Employee Leave	280	2,164	1,260	-	-
530-0000-369.30-00	Reimbursement of Claims	-	(919)	-	-	-
530-0000-369.41-00	Reimbursement of Claims	54,503	87,391	-	79,000	42,000
530-0000-369.50-00	Miscellaneous Income	10	18,648	4,811	-	-
530-0000-389.98-00	Use of Fund Balance	-	-	-	-	-
Total Health Insurance Revenues		\$ 4,121,425	\$ 4,487,020	\$ 4,881,874	\$ 6,541,065	\$ 6,922,579

Expenditures

530-7905-562.31-00	Professional Services	307,173	360,483	328,794	365,671	363,235
530-7905-562.34-00	Other Contractual Services	232,281	238,263	211,684	234,698	229,277
530-7905-562.41-00	Communication Services	3,152	4,372	4,547	4,561	4,572
530-7905-562.42-00	Postage & Transportation	11	-	-	-	-
530-7905-562.43-00	Utility Services	1,603	1,898	1,976	1,985	1,975
530-7905-562.44-00	Rentals & Leases	1,956	1,696	1,989	1,875	1,884
530-7905-562.46-00	Repair & Maintenance Services	54	-	971	2,400	850
530-7905-562.47-00	Printing & Binding	130	28	65	-	-
530-7905-562.49-00	Other Charges/Obligations	6,908	6,914	6,853	7,945	7,148
530-7905-562.51-00	Office Supplies	-	-	-	-	-
530-7905-562.52-00	Operating Supplies	89,451	113,225	126,919	122,663	127,000
530-7905-562.64-00	Machinery & Equipment	-	-	-	-	-
530-7979-562.12-00	Wellness Program	8,319	12,377	8,825	22,500	22,500
530-7979-562.21-00	Wellness Program	635	957	1,563	2,500	2,500
530-7979-562.23-00	Wellness Program	-	121	-	-	-
530-7979-562.23-16	Health Reimbursement/HRA	25,345	11,432	18,798	87,600	75,000
530-7979-562.23-25	Medical Insurance/Excess Risk	571,651	692,915	810,510	900,790	805,139
530-7979-562.23-35	Medical Insurance/Copay Reimb	42,139	25,763	31,149	24,480	30,324
530-7979-562.31-00	Professional Services	575	-	-	2,400	-
530-7979-562.31-01	Professional Services	4,897,513	3,614,476	3,952,940	4,356,950	4,884,900
530-7979-562.31-50	Professional Services-Recovery	(755,372)	(441,089)	(638,398)	-	-
530-7979-562.31-96	Professional Services	277,557	278,919	281,049	324,547	288,775
530-7979-562.46-00	Repair & Maintenance Services	9,270	8,793	10,132	10,000	10,000
530-7979-562.49-00	Other Charges/Obligations	88,166	48,729	21,002	67,500	67,500
530-7979-562.52-00	Operating Supplies	-	694	-	-	-
530-7979-590.99-90	Addition to Reserves	-	-	-	-	-
Total Health Insurance Expenditures		\$ 5,808,517	\$ 4,980,966	\$ 5,181,369	\$ 6,541,065	\$ 6,922,579

CAPITAL PROJECTS FUNDS

❖ CAPITAL PROJECTS FUNDS SCHEDULE

❖ RECREATION CAPITAL FUND

❖ EQUIPMENT REPLACEMENT FUND

Capital Projects Fund

Revenue and Expenditures

	<i>Capital Projects</i>	<i>Equipment Replacement</i>	<i>Recreation Capital Recovery</i>	<i>Total Capital Funds</i>
<i>Use of Fund Balance</i>	\$ 115,350	\$ 7,451	\$ -	\$ 122,801
<i>Revenues</i>				
Capital Replacement Fee	\$ -	\$ -	\$ 10,000	\$ 10,000
Other Revenues	-	184,275	350	184,625
<i>Total Revenues</i>	-	184,275	10,350	194,625
Transfers In	-	1,770,312	-	1,770,312
<i>Total Revenues and Other Sources</i>	-	1,954,587	10,350	1,964,937
Total Revenues, Transfers, and Balances	\$ 115,350	\$ 1,962,038	\$ 10,350	\$ 2,087,738
<i>Expenditures</i>				
General Government	\$ -	\$ 339,317	\$ -	\$ 339,317
Public Safety	-	940,875	-	940,875
Physical Environment	-	104,149	-	104,149
Transportation	-	82,000	-	82,000
Culture and Recreation	-	495,697	-	495,697
<i>Total Expenditures</i>	-	1,962,038	-	1,962,038
<i>Additions to Reserves (Fund Balance)</i>	115,350	-	10,350	125,700
Total Appropriations and Reserves	\$ 115,350	\$ 1,962,038	\$ 10,350	\$ 2,087,738

Capital Projects Fund

Revenue and Expenditures

Account	Description	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2019 Final Budget
Revenues						
310-0000-331.15-00	Federal Grants/Dept of Interior	15,000	-	-	-	-
310-0000-331.49-02	Federal Grants/FDOT	2,706,317	227,753	-	-	-
310-0000-334.50-10	State Grants	-	20,000	-	-	-
310-0000-334.70-04	State Grants	-	3,256	-	-	-
310-0000-334.70-05	Culture/Recreation/Land & Water Conserv Grant	-	-	-	-	-
310-0000-334.70-06	Culture/Recreation/FL Boating Improve Grant	-	-	-	-	-
310-0000-334.70-07	Culture/Recreation/Dept of Economic Opp	25,000	-	-	-	-
310-0000-337.30-00	Grants From Other Lcl Unit/Sem County Interloc	731,628	918,056	472,648	-	-
310-0000-337.37-00	Grants From Other Lcl Unit/Sem County Interloc	196,663	-	-	-	-
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	-	-
310-0000-337.70-06	Culture & Recreation/Sem Cty Boating Improv G	33,296	-	-	-	-
310-0000-361.10-00	Interest Earned/Interest Earned	(11,299)	7,863	7,039	-	-
310-0000-361.30-00	Interest Earned/Unrealized Gain (Loss)	(1,772)	3,474	11,205	-	-
310-0000-361.40-00	Interest Earned/Realized Gain (Loss)	3,645	(229)	(925)	-	-
310-0000-366.90-00	Contbtn/Donate-Private/Misc Private Sources	3,809	-	12,330	-	-
310-0000-381.14-00	Interfund Transfers/From Impact Fee Fund	10,000	160,076	57,360	-	-
310-0000-381.36-00	Interfund Group Transfers/From Capital Repl	205,260	-	-	-	-
310-0000-381.40-00	Transfers/Solid Waste	184,000	184,000	184,000	184,000	-
310-0000-381.60-00	Interfund Transfers/From General Fund	663,763	-	24,000	-	-
310-0000-389.98-00	Use of Fund Balance	-	-	-	-	115,350
Total Capital Projects Revenues		#####	#####	#####	\$ 184,000	\$ 115,350
Expenditures						
310-0102-512.61-00	Land Acquisitions	492,562	-	-	-	-
310-0102-559.34-00	Other Contractual Services	-	60,381	93,481	-	-
310-0102-559.40-00	Travel & per Diem	-	-	2,047	-	-
310-0102-559.54-00	Registrations/Conf/Seminars	-	-	500	-	-
310-3001-522.31-00	Professional Services	-	-	750	-	-
310-4046-539.46-00	Repair & Maintenance Services	262,141	4,481	-	-	-
310-4047-541.31-00	Professional Services	65,145	8,253	10,274	-	-
310-4047-541.63-00	Improve Other Than Building	1,423,870	927,147	489,248	184,000	-
310-4048-572.31-00	Professional Services	26,510	14,181	24,565	-	-
310-4048-572.34-00	Other Contractual Services	10,000	30,000	19,842	-	-
310-4048-572.46-00	Repair & Maintenance Services	131,551	-	-	-	-
310-4048-572.47-00	Printing & Binding	883	-	-	-	-
310-4048-572.49-00	Other Obligations	-	-	57	-	-
310-4048-572.52-00	Operating Supplies	10,500	-	-	-	-
310-4048-572.63-00	Improve Other Than Building	49,214	489,187	143,434	-	-
310-4048-572.64-00	Machinery & Equipment	-	-	-	-	-
310-7979-581.91-01	Transfer to General Fund	-	-	-	-	115,350
310-7979-590.49-00	Other Charges/Obligations	-	1,005	2,212	-	-
310-7979-591.99-90	Addition to Reserves	-	-	-	-	-
Total Capital Projects Expenditures		#####	#####	\$ 786,411	\$ 184,000	\$ 115,350

Recreation Capital Fund

Revenue and Expenditures

<i>Account</i>	<i>Description</i>	<i>2015 Actual</i>	<i>2016 Actual</i>	<i>2017 Actual</i>	<i>2018 Budget</i>	<i>2019 Final Budget</i>
Revenues						
340-0000-347.50-80	Capital Recovery Fee	8,804	7,870	7,346	9,000	10,000
340-0000-361.10-00	Interest	326	442	512	450	350
340-0000-361.30-00	Interest - Unrealized	49	(32)	(40)	-	-
340-0000-361.40-00	Interest - Realized	(120)	(41)	(91)	-	-
340-0000-389.98-00	Use of Reserves	-	-	-	-	-
Total Capital - Recreational Capital Recovery Charges		\$ 9,059	\$ 8,239	\$ 7,727	\$ 9,450	\$ 10,350
Expenditures						
340-7979-590.49-00	Other Charges/Obligations	51	60	70	-	-
340-7979-591.99-90	Addition to Reserves	-	-	-	9,450	10,350
Capital - Recreational Capital Recovery Expenditures		\$ 51	\$ 60	\$ 70	\$ 9,450	\$ 10,350

Equipment Replacement Fund

Revenue and Expenditures

Account	Description	2015 Actual	2016 Actual	2017 Actual	2018 Actual	2019 Final Budget
Revenues						
360-0000-331.80-08	Public Safety Grant - FEMA	22,167	-	-	-	-
360-0000-334.20-24	Public Safety Grants/FDLE JAG	83,550	4,033	69,830	-	-
360-0000-361.10-00	Interest	31,850	39,681	(497)	-	-
360-0000-361.30-00	Interest - Unrealized	4,925	(2,791)	39,023	-	-
360-0000-361.40-00	Interest - Realized	(11,620)	(3,788)	4,157	-	-
360-0000-364.41-00	Sale of Capital Asset	16,351	169,190	241,290	16,000	-
360-0000-369.90-00	Miscellaneous Income	-	5,000	-	-	-
360-0000-381.60-00	Transfers - General Fund	1,753,395	2,300,441	1,947,597	899,765	1,770,312
360-0000-384.00-00	Debt Service	530,500	551,292	489,200	478,193	184,275
360-0000-389.98-00	Use of Fund Balance	-	-	-	-	7,451
Total Capital Replacement Revenues		\$ 2,431,118	\$ 3,063,058	\$ 2,790,600	\$ 1,393,958	\$ 1,962,038

Equipment Replacement Fund

Revenue and Expenditures

Account	Description	2015 Actual	2016 Actual	2017 Actual	2018 Actual	2019 Final Budget
Expenditures						
360-0104-512.46-00	Repair & Maintenance Services	4,740	1,441	22,348	-	-
360-0104-512.52-00	Operating Supplies	3,000	4,969	-	-	-
360-0105-513.52-00	Operating Supplies	2,495	-	-	2,000	-
360-0402-513.46-00	Repair & Maintenance Services	196,037	124,770	165,078	-	-
360-0402-513.52-00	Operating Supplies	27,887	165,027	104,715	619,088	315,317
360-0402-513.64-00	Machinery & Equipment	189,963	231,544	-	-	-
360-1010-515.52-00	Operating Supplies	-	2,117	-	-	-
360-1103-519.64-00	Operating Supplies	-	-	23,970	24,000	24,000
360-2020-521.46-00	Repair & Maintenance Services	10,555	755	9,422	-	-
360-2020-521.49-00	Other Charges/Obligations	1,805	-	-	-	-
360-2020-521.52-00	Operating Supplies	57,597	234,181	111,193	-	178,141
360-2020-521.64-00	Machinery & Equipment	527,167	1,088,642	527,030	525,063	492,434
360-2031-521.52-00	Law Enforcement/OPS	60,400	-	-	-	-
360-3001-522.52-00	Operating Supplies	13,968	36,264	59,166	-	50,800
360-3001-522.62-00	Buildings	-	-	-	-	-
360-3001-522.64-00	Machinery & Equipment	449,873	25,012	674,765	76,740	32,000
360-3002-522.64-00	Machinery & Equipment	31,978	-	34,000	-	-
360-3003-522.52-00	Operating Supplies	-	-	4,193	-	187,500
360-3003-522.64-00	Machinery & Equipment	-	-	34,995	-	-
360-4042-539.52-00	Operating Supplies	-	10,825	2,899	2,587	21,000
360-4042-539.63-00	Improve Other Than Building	-	14,142	-	-	20,000
360-4042-539.64-00	Machinery & Equipment	54,789	45,270	81,287	5,400	-
360-4046-539.46-00	Repair & Maintenance Services	55,687	87,171	70,493	20,000	52,000
360-4046-539.52-00	Operating Supplies	-	-	901	-	-
360-4046-539.64-00	Machinery & Equipment	24,835	428,530	242,942	38,000	11,149
360-4047-541.52-00	Operating Supplies	-	-	-	-	-
360-4047-541.64-00	Machinery & Equipment	385,112	42,958	140,857	-	82,000
360-4048-572.46-00	Repair & Maintenance Services	7,107	26,697	66,781	-	207,800
360-4048-572.52-00	Operating Supplies	-	1,364	-	62,000	-
360-4048-572.63-00	Improve Other Than Building	104,919	204,619	610,558	-	-
360-4048-572.64-00	Machinery & Equipment	238,159	84,274	70,376	-	98,211
360-5501-572.52-00	Operating Supplies	1,199	-	-	19,080	-
360-5501-572.64-00	Machinery & Equipment	-	-	-	-	99,500
360-5502-575.46-00	Repair & Maintenance Services	26,891	79,453	66,037	-	90,186
360-5502-575.52-00	Operating Supplies	31,069	11,067	31,470	-	-
360-5502-575.64-00	Machinery & Equipment	21,301	24,340	9,468	-	-
360-7979-581.91-22	Intragovernmental Transfer	205,260	-	75,600	-	-
360-7979-590.49-00	Other Charges/Obligations	5,039	5,398	5,394	-	-
360-7979-590.99-90	Addition to Reserves	-	-	-	-	-
Total Capital Replacement Expenditures		\$ 2,738,832	\$ 2,980,830	\$ 3,289,990	\$ 1,393,958	\$ 1,962,038

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 2017/18	Final Budget FY 2018/19	Change
General Fund				
	City Manager's Office	4.00	4.00	-
	City Manager/Economic Dev	2.05	2.05	-
	City Manager/Community Relations	1.50	1.50	-
	City Clerk	3.00	3.00	-
	Human Resources	4.00	4.00	-
	Financial Services/Accounting	10.00	10.00	-
	Financial Services/IT	5.50	5.50	-
	Financial Services/Purchasing	1.97	1.97	-
	Community Development/Planning	9.00	9.15	0.15
	Community Development/Comm. Imp.	5.75	6.25	0.50
	Community Development/Business Tax Receipts	1.18	1.19	0.01
	Police Administration	14.95	14.29	(0.66)
	Police Patrol	76.00	72.00	(4.00)
	Police Investigations	31.55	31.60	0.05
	Police Traffic	8.49	8.70	0.21
	Police School Resource Officers	8.48	15.70	7.22
	Police CRU	8.48	8.33	(0.15)
	Police Training	2.00	2.33	0.33
	Fire Operations	75.00	75.00	-
	Fire Prevention	2.92	3.50	0.58
	Fire Administration	6.05	6.05	-
	Public Works Administration	3.35	3.35	-
	Public Works Fleet	8.00	8.00	-
	Public Works Facilities	9.00	9.00	-
	Public Works Streets	13.30	13.35	0.05
	Recreation	10.95	10.95	-
	Recreation/Museum	3.10	3.10	-
	Recreation/Parks & Grounds	27.20	26.50	(0.70)
	Recreation/Special Facilities	18.75	18.75	-
	Total Fund	375.52	379.11	3.59

City of Sanford

Full-Time Equivalent Staffing Levels

Fund	Department/Divisions	Final Budget FY 2017/18	Final Budget FY 2018/19	Change
Building Inspection Fund				
	Building Inspection	10.40	11.16	0.76
	Total Fund	10.40	11.16	0.76
LIHEAP Fund				
	LIHEAP	3.25	3.25	-
	Total Fund	3.25	3.25	-
Stormwater Fund				
	Public Works/Stormwater	18.95	19.20	0.25
	Total Fund	18.95	19.20	0.25
Solid Waste Fund				
	Public Works/Solid Waste	2.10	2.10	-
	Total Fund	2.10	2.10	-
Water & Wastewater Fund				
	Water/Wastewater Administration	20.45	20.85	0.40
	Water/Wastewater Plants	46.50	46.50	-
	Water Distribution	17.00	18.00	1.00
	Water/Wastewater Collections	21.00	20.00	(1.00)
	Total Fund	104.95	105.35	0.40
Community Receptelopment Agency				
	CRA	3.78	3.78	-
	Total Fund	3.78	3.78	-
GRAND TOTAL		518.95	523.95	5.00

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

Community Development:

- ❖ **Planning** - Reclassification of Community Improvement Director to Development Services Executive Director and allocation of .15 of that position to the new Planning Division (formerly Planning Department).
- ❖ **Community Improvement** - Reclassification of Community Improvement Director to Development Services Executive Director and allocation of (.50) of that position to the new Planning Division at .15 (formerly Planning Department), and the Building Fund at .35 (formerly under the Fire Department). Creation of an Administrative Specialist I at 1 FTE.
- ❖ **Business Tax Receipts** – This division was moved from Fire to the newly created Community Development Department and as such (.03) of a Fire Marshall was moved to Fire, .05 of the Deputy Building Official was allocated here from the Building Fund and (.01) of a Permit Coordinator was allocated to the Building Fund.
- ❖ **Building Inspection Fund** – This division was moved from Fire to the newly created Community Development Department and as such .35 of the Executive Director position was allocated, (.55) of the Fire Marshall was moved to the Fire Department, (.05) of the Deputy Building Official allocated to Business Tax Receipts, .01 of a Permit Coordinator allocated from Business Tax Receipts and the addition of a new Permit Coordinator at 1 FTE.

Police Department:

- ❖ Reallocation of staffing between divisions along with the addition of 3 new officers with funding from the COPS grant.

Fire Department:

- ❖ With creation of the new Development Service Department, the Fire Marshall position was reallocated to the Fire Department .58.

Public Works:

- ❖ **Streets** – The Parks and Grounds division was reorganized under Recreation and thus the .70 FTE removal from Parks and Ground of the Project Manager and reallocation of .05 to Streets, .25 to Stormwater and .40 to Utilities Administration.
- ❖ **Stormwater** – The Parks and Grounds division was reorganized under Recreation and thus the .70 FTE removal from Parks and Ground of the Project Manager and reallocation of .05 to Streets, .25 to Stormwater and .40 to Utilities Administration.
- ❖ **Utilities** – The Parks and Grounds division was reorganized under Recreation and thus the .70 FTE removal from Parks and Ground of the Project Manager and reallocation of .05 to Streets, .25 to Stormwater and .40 to Utilities Administration.

Recreation:

- ❖ The Parks and Grounds division was reorganized under Recreation and thus the (.70) FTE removal from Parks and Ground of the Project Manager and reallocation of .05 to Streets, .25 to Stormwater and .40 to Utilities Administration.

City of Sanford Grade Schedule

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

City of Sanford Grade Schedule

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

City of Sanford Grade Schedule

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

City of Sanford Grade Schedule

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

City of Sanford Grade Schedule

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

CAPITAL IMPROVEMENT PLAN

❖ FIVE YEAR CAPITAL PLAN

❖ CAPITAL PLAN PROJECT DETAIL

City of Sanford

Five Year Capital Plan

	2019	2020	2021	2022	2023	Total
<i>Governmental</i>						
Revenues						
Impact Fees - Fire	35,000	941,000	-	-	-	976,000
Impact Fees - Police	29,500	222,670	-	-	-	252,170
Transfers from General Fund	1,770,312	987,632	742,552	544,184	-	4,044,680
Transfers from Solidwaste Fund	-	-	184,000	184,000	184,000	552,000
Sales of Fixed Assets	711,344	-	-	-	-	711,344
Debt Proceeds	184,275	492,539	507,315	522,534	538,210	2,244,873
Grants*	650,000	1,248,000	-	-	-	1,898,000
Use of Reserves	7,451	500,000	500,000	500,000	500,000	2,007,451
Total Governmental Capital Funding	\$ 3,387,882	\$ 4,391,841	\$ 1,933,867	\$ 1,750,718	\$ 1,222,210	\$ 12,686,518

Expenditures

Fire

Rescue Replacements (2)	-	240,000	-	260,000	-	500,000
Ballistic Protection & EMS Equipment for Active Shooter	-	-	-	30,000	-	30,000
SCBA Units	7,800	24,700	19,500	5,200	-	57,200
Cardiac Monitor***	-	36,000	216,000	36,000	-	288,000
Strvker 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	-	566,500	575,000	-	-	1,141,500
Tower 30***	-	-	-	1,800,000	-	1,800,000
Tower 31 Replacement	-	850,000	-	-	-	850,000
Replacement Dive Truck	-	275,000	-	-	-	275,000
Human Patient Simulator***	35,000	-	-	-	-	35,000
Station 38 Driveway and Drainage Repairs	-	75,000	-	-	-	75,000
Command Vehicle Replacement	-	80,000	102,572	-	-	182,572
Inspector Vehicle Replacement	32,000	25,085	-	50,170	-	107,255
Equipment	170,000	37,000	176,431	117,825	310,409	811,665
Boat	-	35,000	-	-	-	35,000
Jet Ski Replacement	-	46,000	-	-	-	46,000
Stairchairs Replacement	-	46,000	-	-	-	46,000
Radios	23,000	-	-	-	-	23,000
Fire Station 40 Design***	-	-	325,000	-	-	325,000
Fire Station 40***	-	-	2,250,000	-	-	2,250,000
Engine - 31B***	-	565,000	-	-	-	565,000
Rescue - 31B***	-	340,000	-	-	-	340,000
Engine - 30***	-	-	-	575,000	-	575,000
Rescue - 30***	-	-	-	345,000	-	345,000
Thermal Imaging Cameras	-	34,392	-	22,000	-	56,392
Stretchers (5)	-	-	-	35,612	-	35,612
Cascade Breathing Compressor	-	60,000	-	-	-	60,000
Staff Vehicles	37,500	37,500	-	40,137	-	115,137
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	305,300	3,903,177	3,729,503	3,390,944	310,409	11,639,333

City Manager

Furniture	-	16,725	-	-	-	16,725
Total City Manager	-	16,725	-	-	-	16,725

Economic Development

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

City Clerk

Furniture	-	10,035	-	-	-	10,035
Total City Clerk	-	10,035	-	-	-	10,035

City of Sanford

Five Year Capital Plan

	2019	2020	2021	2022	2023	Total
Planning						
Furniture	-	50,175	-	-	-	50,175
Total Planning	-	50,175	-	-	-	50,175
Community Improvement						
Vehicle Replacements	24,000	-	-	23,000	29,000	76,000
Total Community Improvement	24,000	-	-	23,000	29,000	76,000
Human Resources						
Office Furniture	-	16,725	-	-	-	16,725
Total Human Resources	-	16,725	-	-	-	16,725
Finance - Information Technology						
Equipment and Hardware	315,317	40,136	-	189,199	346,849	891,501
Office Furniture	-	-	-	55,204	-	55,204
Total Finance- Information Technology	315,317	40,136	-	244,403	346,849	946,705
Police						
Vehicle Replacements	537,434	492,539	507,315	522,534	538,210	2,598,032
Police Canine	-	10,000	-	-	-	10,000
10 Replacement Bicycles	20,000	-	-	-	-	20,000
HVAC Cleanina - PSC	48,641	-	-	-	-	48,641
Video Monitoring System***	-	150,000	160,000	175,000	180,000	665,000
Zebra Ticket Printers***	-	11,670	12,021	12,382	12,800	48,873
PSC Interior/Exterior Painting Maintenance	30,000	-	-	-	-	30,000
Modify Police Vehicle for PIT Training	-	5,000	-	-	-	5,000
Gym Equipment	-	5,000	-	-	-	5,000
Golf Cart***	-	10,000	-	-	-	10,000
Golf Carts	-	20,000	-	-	-	20,000
Public School Long Gun Safes (10)	-	10,000	-	-	-	10,000
Computer Voice Stress Analysis	9,500	-	-	-	-	9,500
Arctean UTC and Parking Ticket Software***	-	30,000	-	-	-	30,000
PSC Security Cameras	25,000	25,500	25,700	26,000	26,500	128,700
Fingerprint Scanner	-	6,000	-	-	-	6,000
Fumina Chamber	-	12,000	-	-	-	12,000
IMAC for PIO***	-	2,000	-	-	-	2,000
Motorcycle Mounted Radars***	26,000	-	-	-	-	26,000
iPhone/Android Application***	-	12,500	-	-	-	12,500
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	-	15,000	15,000	15,000	15,000	60,000
Body Camera Signal Unit	3,500	3,500	3,500	3,500	3,500	17,500
Handheld Traffic Radars	-	3,000	3,000	3,000	3,000	12,000
Mobile Forensics Software***	-	6,500	-	-	-	6,500
Equipment	-	4,460	-	14,494	497,582	516,536
Total Police	700,075	840,669	726,536	807,693	1,276,592	4,351,565
Recreation						
Parks and Grounds - Sanford Marina Break Water Walls	250,000	-	-	-	-	250,000
Parks and Grounds - Improvements	-	1,385,274	117,449	201,395	44,702	1,748,820
Parks and Grounds - School Board Property (\$400,000 FCT Grant and land swap)*	1,111,344	-	-	-	-	1,111,344
Parks and Grounds - School Board Property Development*	-	1,248,000	-	-	-	1,248,000
Parks and Grounds - Building Rehabilitation - 6th Street	-	75,000	-	-	-	75,000
Parks and Grounds - Academy Manor Park	-	150,000	-	-	-	150,000
Parks and Grounds - Derby Park	-	88,000	-	254,789	-	342,789
Parks and Grounds - Equipment	98,211	652,828	6,553	13,379	54,720	825,691
Parks and Grounds - Fort Mellon Park - Playground / Safety Surface	-	75,000	50,000	75,000	-	200,000
Parks and Grounds - Groveview Park - Shelter Roof	-	39,500	-	-	-	39,500
Parks and Grounds - Lee P. Moore Park (Rehab Restroom Bldg.)	-	65,000	-	-	-	65,000

City of Sanford

Five Year Capital Plan

	2019	2020	2021	2022	2023	Total
Parks and Grounds - Town Center Traffic Median Irrigation	-	60,000	-	-	-	60,000
Parks and Grounds - Tennis Court Rehab	-	8,500	-	-	-	8,500
Parks and Grounds - Vehicle Replacements	-	130,667	71,354	20,448	104,702	327,171
Parks and Grounds - Riverwalk Rehab	207,800	-	-	-	-	207,800
Equipment	-	387,434	112,026	-	296,952	796,412
Recreation Offices Interior Painting	-	27,810	-	-	-	27,810
Furniture	-	34,599	-	-	-	34,599
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	7,125	-	-	-	-	7,125
Civic Center Building Improvements	-	10,404	-	-	-	10,404
Civic Center PA System	-	36,524	-	-	-	36,524
Senior Center Improvements	-	71,500	-	-	-	71,500
Senior Center Partitions	-	9,270	-	-	-	9,270
Vehicle Replacements	72,000	-	-	42,924	-	114,924
Museum Security System Upgrade	-	21,060	-	-	-	21,060
Stadium Hoshizaki KM5000MAE / 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	5,768	-	-	-	-	5,768
Floor Stage, Refinishing	-	7,725	-	-	-	7,725
Tornado 20" Floor Scrubber Model EZ180	-	4,400	-	-	-	4,400
Aquatic Center Door Replacement	-	1,800	-	-	-	1,800
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	27,500	-	-	-	-	27,500
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 Gym Curtain	13,900	-	-	-	-	13,900
Aquatic Center Painting	4,250	-	-	-	-	4,250
Aquatic Center Shade Structures	59,143	-	-	-	-	59,143
Total Recreation	1,857,041	4,853,142	357,382	943,665	501,076	8,512,306
Public Works						
Streets - Alleyway Improvement Program (Funded by Solid	-	184,000	184,000	184,000	184,000	736,000
Streets - Flatbed Dump Truck	-	252,889	-	-	-	252,889
Streets - Pickup Truck	31,000	25,918	25,855	25,855	-	108,628
Streets - Massey Ferguson 383 - Bush Hog Tractor	-	36,794	-	-	-	36,794
Streets - Gradall	-	183,969	-	-	-	183,969
Streets - Full Matrix Messsage Board	15,000	-	-	-	-	15,000
Streets - Utility Trailers (2) #5709 and #0245	-	8,406	-	-	-	8,406
Streets - Equipment	36,000	291,647	44,902	19,065	8,835	400,449
Fleet - Vehicle A/C Machine	-	7,500	-	-	-	7,500
Fleet - Fuel Island Software	21,000	-	-	-	-	21,000
Fleet - Vehicle Replacement	-	30,000	-	-	-	30,000
Fleet - Equipment	-	39,380	27,962	8,122	-	75,464
Fleet - Garage Doors	20,000	-	-	-	-	20,000
Facilities - Vehicle Replacements (1)	-	26,758	-	-	-	26,758
Facilities - Pickup Truck Replacement	-	21,624	-	-	25,855	47,479
Facilities - Welcome Center - Window Repair / Replace	42,000	-	-	-	-	42,000
Facilities - Welcome Center - Carpet	-	-	-	28,700	-	28,700
Facilities - Welcome Center - HVAC	-	-	-	17,220	-	17,220
Facilities - Welcome Center - Paint	-	8,610	-	-	-	8,610
Facilities - 26th Place Gym - Building Roof	-	-	-	200,000	-	200,000

City of Sanford

Five Year Capital Plan

	2019	2020	2021	2022	2023	Total
Facilities - Ctv Hall - Carpet	-	150,512	-	-	-	150,512
Facilities - Ctv Hall - Paint	-	-	-	33,447	-	33,447
Facilities - Ctv Hall - Fire Alarm System	11,149	-	-	-	-	11,149
Facilities - Ctv Hall - Duct Clean & Repair	-	-	-	139,363	-	139,363
Facilities - Ctv Hall - Ice Maker	-	-	-	3,345	-	3,345
Facilities - Ctv Hall - Bathroom	-	-	-	86,995	-	86,995
Facilities - Chamber of Commerce - HVAC	-	8,000	-	-	-	8,000
Facilities - Ctv Hall - ADA Infrastructure Compliance***	-	300,000	100,000	100,000	-	500,000
Facilities - Fleet Maintenance - Bathroom Refurbish	10,000	-	-	-	-	10,000
Facilities - Goldsboro Museum - Carpet	-	7,804	-	-	-	7,804
Facilities - Goldsboro Museum - HVAC	-	28,700	-	-	-	28,700
Facilities - Goldsboro Museum - Windows/Doors	-	-	-	43,051	-	43,051
Facilities - Goldsboro Museum - Interior Refurbish	-	27,061	-	-	-	27,061
Facilities - Groveview Park - Roof	-	-	-	2,787	-	2,787
Facilities - Commission Chamber - Door Opener	-	3,345	-	-	-	3,345
Facilities - Equipment	-	47,718	-	249,014	145,167	441,899
Facilities - Bucket Truck	-	95,523	196,894	-	-	292,417
Health - Equipment	-	9,184	4,000	100,000	91,422	204,606
Administration - Vehicles	-	31,208	-	-	24,528	55,736
Administration - Office Furniture	-	3,247	-	-	-	3,247
	186,149	1,829,797	583,613	1,240,964	479,807	4,320,330
Total Capital Projects Expenditures	3,387,882	11,563,926	5,397,034	6,650,669	2,940,733	29,943,243
Surplus/(Deficit)	-	(7,172,085)	(3,463,167)	(4,899,951)	(1,718,523)	(17,256,725)

Roads and Streets

Local Option Gas Tax

Revenues

Local Option Gas Tax	1,221,294	1,221,294	1,221,294	1,221,294	1,221,294	6,106,470
Total Capital Funding	1,221,294	1,221,294	1,221,294	1,221,294	1,221,294	6,106,470

Expenditures

Street Rehabilitation Program	684,965	509,945	525,243	541,000	557,230	2,818,384
Total Capital Expenditures	684,965	509,945	525,243	541,000	557,230	2,818,384

Surplus/(Deficit)	536,329	711,349	696,051	680,294	664,064	3,288,086
-------------------	---------	---------	---------	---------	---------	-----------

Fire

Building

Revenues

Revenues	-	30,000	-	-	-	30,000
Total Capital Funding	-	30,000	-	-	-	30,000

Expenditures

Vehicle Replacement	-	30,000	-	-	-	30,000
Total Capital Expenditures	-	30,000	-	-	-	30,000

Surplus/(Deficit)	-	-	-	-	-	-
-------------------	---	---	---	---	---	---

City of Sanford

Five Year Capital Plan

	2019	2020	2021	2022	2023	Total
Roads and Streets						
Third Generation Sales Tax						
Revenues						
Sales Tax	3,194,209	3,495,317	3,565,223	3,672,180	3,782,345	17,709,274
Use of Reserve	-	-	-	-	-	-
Total Capital Funding	3,194,209	3,495,317	3,565,223	3,672,180	3,782,345	17,709,274
Expenditures						
Streets - ADA Compliance	229,604	236,492	243,587	250,894	258,421	1,218,998
Streets - Streets	1,103,229	2,080,741	2,143,163	2,207,458	2,273,682	9,808,273
Streets - Sidewalks	1,258,304	266,053	274,035	282,256	290,723	2,371,371
Streets - Curbs	229,604	236,492	243,587	250,894	258,421	1,218,998
Streets - Streetlighting	34,441	35,474	36,538	37,634	38,763	182,851
Total Capital Expenditures	2,855,182	2,855,252	2,940,910	3,029,137	3,120,011	14,800,491
Surplus/(Deficit)	339,027	640,065	624,313	643,043	662,334	2,908,782
Stormwater						
Revenues						
Rate Revenue	916,000	630,000	600,000	600,000	600,000	3,346,000
Total Capital Funding	916,000	630,000	600,000	600,000	600,000	3,346,000
Expenditures						
Pipelining (Citywide)	150,000	150,000	150,000	150,000	150,000	750,000
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	36,000	30,000	-	-	-	66,000
Total Capital Expenditures	916,000	630,000	600,000	600,000	600,000	3,346,000
Surplus/(Deficit)	-	-	-	-	-	-
Water/Wastewater						
Revenues						
Operating Reserves	12,338,250	7,983,000	7,376,000	6,165,000	-	33,862,250
Water Rate Revenue	285,000	255,000	255,000	255,000	-	1,050,000
Wastewater Rate Revenue	745,000	495,000	495,000	495,000	-	2,230,000
Water System Development Charges	500,000	1,500,000	-	-	-	2,000,000
Sewer System Development Charges	1,550,000	-	-	-	-	1,550,000
Grant Funding	5,000,000	-	-	-	-	5,000,000
Debt Proceeds	4,000,000	4,000,000	-	-	-	8,000,000
Total Capital Funding	24,418,250	14,233,000	8,126,000	6,915,000	-	53,692,250
Administration - Water						
Expenditures						
Equipment and Hardware	50,000	20,000	20,000	20,000	-	110,000
Total Administration - Water	50,000	20,000	20,000	20,000	-	110,000

City of Sanford

Five Year Capital Plan

	2019	2020	2021	2022	2023	Total
Administration - Wastewater						
Equipment and Hardware	20,000	20,000	20,000	20,000	-	80,000
Total - Administration - Wastewater	20,000	20,000	20,000	20,000	-	80,000
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
Disinfection By-Products Treatment (Main Plant)**	4,000,000	4,000,000	-	-	-	8,000,000
Future WTP Planning & Supply Analysis I	150,000	-	-	-	-	150,000
Future WTP Planning & Supply Analysis II	350,000	-	-	-	-	350,000
Water Well Rehab	125,000	1,125,000	125,000	125,000	-	1,500,000
Elevated Water Tank Improvements	40,000	41,000	42,000	43,000	-	166,000
Equipment Replacement & Rehab	80,000	80,000	80,000	80,000	-	320,000
Total - Water Treatment Plants, Wellfield and Water Quality	4,860,000	5,361,000	362,000	363,000	-	10,946,000
North Water Reclamation Facility						
North Water Reclamation Facility Improvements	220,000	220,000	220,000	220,000	-	880,000
O & M Manual Updates/SOP's	100,000	50,000	-	-	-	150,000
Sand Filter Rehabilitation	1,100,000	1,100,000	1,100,000	-	-	3,300,000
Electrical Upgrade	500,000	600,000	-	-	-	1,100,000
Front Entrance Wall, Gate and Landscaping	600,000	-	-	-	-	600,000
Master Lift Station Controls	1,850,000	-	-	-	-	1,850,000
New Transfer Pump Station	1,500,000	250,000	-	-	-	1,750,000
Thermare Tanks & Drivers	600,000	-	-	-	-	600,000
Control Valve at River	250,000	-	-	-	-	250,000
Vehicle Replacement	100,000	60,000	60,000	60,000	-	280,000
Actiflo Upgrade	250,000	-	-	-	-	250,000
Distribution Pump	150,000	300,000	1,500,000	1,200,000	-	3,150,000
Equipment Replacement (WW Plants)	300,000	300,000	100,000	100,000	-	800,000
Total - North Water Reclamation Facility	7,520,000	2,880,000	2,980,000	1,580,000	-	14,960,000
South Water Reclamation Facility						
Reclaimed Pumps	100,000	-	-	-	-	100,000
Improvements	50,000	50,000	50,000	50,000	-	200,000
O & M Manual Updates/SOP's	125,000	-	-	-	-	125,000
Storage Holding Tank	1,400,000	-	-	-	-	1,400,000
Vehicles and Equipment	540,000	140,000	40,000	40,000	-	760,000
Total - South Water Reclamation Facility	2,215,000	190,000	90,000	90,000	-	2,585,000
Lift Stations						
Equipment and Improvements	1,255,000	500,000	500,000	500,000	-	2,755,000
Total - Lift Stations	1,255,000	500,000	500,000	500,000	-	2,755,000
Water Distribution						
Automated Meter Reading Program	300,000	300,000	300,000	300,000	-	1,200,000
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
SR46 WM Replacement	190,000	1,585,000	950,000	-	-	2,725,000
Catalyst Site	66,250	-	-	-	-	66,250
Airport Blvd. WM Relocation	-	-	-	970,000	-	970,000
S. Summerlin Ave. WM Extension	-	-	261,000	-	-	261,000
Equipment	100,000	100,000	100,000	100,000	-	400,000
Vehicles	50,000	50,000	50,000	50,000	-	200,000
Total Water Distribution	1,216,250	2,545,000	2,171,000	1,930,000	-	7,862,250
Sewer Collection						
Line Rehabilitation	400,000	400,000	400,000	400,000	-	1,600,000
Airport Blvd FM Relocation	-	-	50,000	741,000	-	791,000

City of Sanford

Five Year Capital Plan

	2019	2020	2021	2022	2023	Total
Equipment	340.000	340.000	90.000	90.000	-	860.000
Catalyst Site	398.000	-	-	-	-	398.000
Vehicles	75.000	75.000	75.000	75.000	-	300.000
Total Sewer Collection Distribution	1,213.000	815.000	615.000	1,306.000	-	3,949.000
Reclaimed Water System						
Site 10 Storage Pond and Distribution System*	5,000.000	-	-	-	-	5,000.000
Site 10 Maintenance	275.000	275.000	275.000	275.000	-	1,100.000
Future Water Supply Planning (SR46) Site 10 Plan	500.000	500.000	-	-	-	1,000.000
Discharge Line Repair	50.000	50.000	-	-	-	100.000
Reclaimed WM Looping - Ohio/Mellonville/Airport	199.000	1,077.000	987.000	-	-	2,263.000
Reclaimed WM Extension - Marquette/Red Cleveland	-	-	106.000	831.000	-	937.000
Catalyst Site	45.000	-	-	-	-	45.000
Total Reclaimed Water System	6,069.000	1,902.000	1,368.000	1,106.000	-	10,445.000
Total Capital Expenditures	24,418,250	14,233,000	8,126,000	6,915,000	-	53,692,250
Surplus/(Deficit)	-	-	-	-	-	-
	29,407,097	26,966,871	14,648,277	14,706,669	4,097,963	89,829,877

* 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.



2019 CAPITAL IMPROVEMENT PROGRAM

Project Name: **Human Patient Simulator**

Contact: Battalion Chief Treloar

Department: Fire Department

Location: Station 31

Type: New

Useful Life: 8 Years

District: All Districts

5 Year (2014-2018) Historical Total	\$	-
2019-2023 Total	\$	35,000
CIP Project Total	\$	35,000

Description:

Requesting to purchase medical simulation manikin.

Justification:

Manikin will be used for training of new and current employees in procedures and team work. It is portable and can be placed in different situations and programmed to simulate various medical conditions. Crews will be able to treat the manikin with their current equipment and it will respond to their treatment.

Expenditures	2019	2020	2021	2022	2023	Total
Human Patient Simulator	\$ 35,000	\$ -	\$ -	\$ -	\$ -	\$ 35,000
Total Expenditures	\$ 35,000	\$ -	\$ -	\$ -	\$ -	\$ 35,000

Funding Source	2019	2020	2021	2022	2023	Total
Impact Fees	\$ 35,000	\$ -	\$ -	\$ -	\$ -	\$ 35,000
Total Expenditures	\$ 35,000	\$ -	\$ -	\$ -	\$ -	\$ 35,000

Estimated Operating Expenditu \$ - \$ - \$ - \$ - \$ - \$ -

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



2019 CAPITAL IMPROVEMENT PROGRAM

Project Name: Fire Prevention Replacement Vehicle

Contact: Matt Minnetto 321.377.4943

Department: Fire Department

Location: City Hall/Fire Prevention

Type: Replacement

Useful Life: 10 years

District: All Districts

5 Year (2014-2018) Historical Total \$ -

2019-2023 Total \$ 65,500

CIP Project Total \$ 65,500

Description:

Replace current inspector vehicle that has high mileage.

Justification:

Replace Vehicle 2006 GMC Canyon (38) with 129,000 miles.

Expenditures	2019	2020	2021	2022	2023	Total
Fire Prevention Replacement Vehi	\$ 32,000	\$ 33,500	\$ -	\$ -	\$ -	\$ 65,500
Total Expenditures	\$ 32,000	\$ 33,500	\$ -	\$ -	\$ -	\$ 65,500

Funding Source	2019	2020	2021	2022	2023	Total
FEMA	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Estimated Operating Expenditu \$ - \$ - \$ - \$ - \$ - \$ -

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



2019 CAPITAL IMPROVEMENT PROGRAM

Project Name: **Equipment (Hose, Nozzles,Rope)**

Contact: Battalion Chief Benton

Department: Fire Department

Location: All

Type: Replacement

Useful Life: 8-10 years

District: All Districts

5 Year (2014-2018) Historical Total	\$	-
2019-2023 Total	\$	20,000
CIP Project Total	\$	20,000

Description:

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

Justification:

To replace older hose that is past its expected life. Nozzles that have been rebuilt several times that are worn out. Rope needs replaced due to multiple times used in life safety situations and must be replaced.

Expenditures	2019	2020	2021	2022	2023	Total
Equipment (Hose, Nozzles,Rope)	\$ 20,000	\$ 22,000	\$ 15,000	\$ 15,000	\$ -	\$ 72,000
Total Expenditures	\$ 20,000	\$ 22,000	\$ 15,000	\$ 15,000	\$ -	\$ 72,000

Funding Source	2019	2020	2021	2022	2023	Total
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Estimated Operating Expenditu \$ - \$ - \$ - \$ - \$ - \$ -

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



2019 CAPITAL IMPROVEMENT PROGRAM

Project Name: **EOC Audio/Visual Upgrade**

Contact: Battalion Chief Treloar

Department: Fire Department

Location: Station 31

Type: Replacement

Useful Life: 6 Years

District: All Districts

5 Year (2014-2018) Historical Total	\$	-
2019-2023 Total	\$	150,000
CIP Project Total	\$	150,000

Description:

To update the current EOC to more current and useful technology.

Justification:

To refresh and upgrade the equipment in the EOC. Current technology will be 9 years old by the time the budget is approved. Our computers we have now will not connect into the system without adapters being used. The goal is to replace projectors and screens with smart boards that can be written on electronically to better display information. New projectors will also allow collaboration with those not in the EOC. Electronic stack in the closet will be replaced with one that has more current capabilities on it for better information flow in and out of the EOC.

Expenditures	2019	2020	2021	2022	2023	Total
EOC Audio/Visual Upgrade	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ 150,000
Total Expenditures	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ 150,000

Funding Source	2019	2020	2021	2022	2023	Total
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Estimated Operating Expenditu	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
--------------------------------------	------	------	------	------	------	------

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



2019 CAPITAL IMPROVEMENT PROGRAM

Project Name: **Portable Radio Reprogram/Flash Upgrade**

Contact: Battalion Chief Cuellar

Department: Fire Department

Location: All

Type: Reprogram/Flash Upgrade

Useful Life: 6 years

District: All Districts

5 Year (2014-2018) Historical Total \$ -

2019-2023 Total \$ 23,000

CIP Project Total \$ 23,000

Description:

Upgrade programming of the existing radios to enable GPS functionality.

Justification:

New CAD system will require all radios to have GPS functionality to ensure closest unit is dispatched as well as better personnel accountability.

Expenditures	2019	2020	2021	2022	2023	Total
Portable Radio Reprogram/Flash Upgr:	\$ 23,000	\$ 28,000	\$ 106,000	\$ -	\$ 6,500	\$ 163,500
Total Expenditures	\$ 23,000	\$ 28,000	\$ 106,000	\$ -	\$ 6,500	\$ 163,500

Funding Source	2019	2020	2021	2022	2023	Total
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

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

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



2019 CAPITAL IMPROVEMENT PROGRAM

Project Name: **Staff Vehicles (Admin)**

Contact: Deputy Chief McNeil

Department: Fire Department

Location: Station 31

Type: Replacement

Useful Life: 10 Years

District: All Districts

5 Year (2014-2018) Historical Total	\$	-
2019-2023 Total	\$	170,000
CIP Project Total	\$	170,000

Description:

To replace current staff vehicles that have high mileage.

Justification:

To replace administrative vehicle. TR31- 2007 Ford F150 (29) with 127,112 miles.

Expenditures	2019	2020	2021	2022	2023	Total
Staff Vehicles (Admin)	\$ 37,500	\$ 82,500	\$ 50,000	\$ -	\$ -	\$ 170,000
Total Expenditures	\$ 37,500	\$ 82,500	\$ 50,000	\$ -	\$ -	\$ 170,000

Funding Source	2019	2020	2021	2022	2023	Total
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Estimated Operating Expenditu	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
--------------------------------------	------	------	------	------	------	------

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



2019 CAPITAL IMPROVEMENT PROGRAM

Project Name: **Vehicle**

Contact: Darrel Presley

Department: Community Improvement

Location: City Hall

Type: Vehicle

Useful Life: 10 year

District:

5 Year (2014-2018) Historical Total	\$	-
2019-2023 Total	\$	72,000
CIP Project Total	\$	72,000

Description:

Replace vehicle #142 a 2003 Ford Ranger Pickup .

Justification:

Vehicle #142 is a 2003 Ford Ranger Pickup with 102,203 miles. The vehicle has been in operation for 15 years and has exceeded it's useful service life. The vehicle is in poor condition and unreliable for code enforcement use.

Expenditures	2019	2020	2021	2022	2023	Total
Vehicle	\$ 24,000	\$ 24,000	\$ -	\$ -	\$ -	\$ 48,000
Total Expenditures	\$ 24,000	\$ 24,000	\$ -	\$ -	\$ -	\$ 48,000

Funding Source	2019	2020	2021	2022	2023	Total
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Estimated Operating Expenditu \$ 2,000 \$ 2,000 \$ - \$ - \$ - \$ 4,000.00

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



2018 CAPITAL IMPROVEMENT PROGRAM

Project Name: **Equipment and Hardware**

Contact: Bob Keegan

Department: Finance/IT

Location: Citywide

Type: Replacement

Useful Life: 3-5 years

District:

5 Year (2013-2017) Historical Total	\$	-
2018-2022 Total	\$	682,976
CIP Project Total	\$	682,976

Description:

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

Justification:

During this 3 year period we will endeavor to replace about 400 computer systems with their respective desktops, laptops, or tablets.

Expenditures	2019	2020	2021	2022	2023	Total
Equipment and Hardware	\$ 315,317	\$ 328,691	\$ 38,968	\$ -	\$ -	682,976
Total Expenditures	\$ 315,317	\$ 328,691	\$ 38,968	\$ -	\$ -	682,976

Funding Source	2018	2019	2020	2021	2022	Total
	\$ -	\$ -	\$ -	\$ -	\$ -	-
Total Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	-

Estimated Operating Expenditu	\$ -	\$ -	\$ -	\$ -	\$ -	-
--------------------------------------	------	------	------	------	------	---

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



2019 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 (2014-2018) Historical Total	\$	-
2019-2023 Total	\$	2,519,822
CIP Project Total	\$	2,519,822

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 twelve police vehicles, costing \$44,000 each will need to be replaced during FY-2019.

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.

Expenditures	2019	2020	2021	2022	2023	Total
VEHICLE REPLACEMENTS	\$ 467,434	\$ 492,539	\$ 507,315	\$ 522,534	\$ 530,000	\$ 2,519,822
Total Expenditures	\$ 467,434	\$ 492,539	\$ 507,315	#####	\$ 530,000	\$ 2,519,822

Funding Source	2019	2020	2021	2022	2023	Total
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Estimated Operating Expenditu	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
--------------------------------------	------	------	------	------	------	------

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



2019 CAPITAL IMPROVEMENT PROGRAM

Project Name: **TABLET MOUNTS**

Contact: Jim Krzenski

Department: Police

Location: Police

Type: New

Useful Life: Ten Years

District: All Districts

5 Year (2014-2018) Historical Total	\$	-
2019-2023 Total	\$	70,000
CIP Project Total	\$	70,000

Description:

The vehicle tablets mounts are used to mount and use the new computer tablets that IT purchased to replace the officer laptops. The laptops have reached the end of their useful service life.

Justification:

The currently used laptop vehicle mounts are not compatible with the new tablets that have been selected to replace the previously utilized laptop computers. During FY-2018 we are completing nearly 50% of the replacements. This FY-2019 purchase will complete the remainder of the legacy fleet of assigned vehicles. Going forward, any newly purchased vehicles will already have the tablet mounts installed. Because docking stations will be installed both in the officer's vehicles and at Police Department Desk/Cubicles, a net savings will result in not having to purchase two separate computers - one for the car and one for the desk. The tablets will be able to be transferred between the vehicle and the officer's desk/cubicle.

Expenditures	2019	2020	2021	2022	2023	Total
Mobile Forensic Software	\$ 70,000	\$ -	\$ -	\$ -	\$ -	\$ 70,000
Total Expenditures	\$ 70,000	\$ -	\$ -	\$ -	\$ -	\$ 70,000

Funding Source	2019	2020	2021	2022	2023	Total
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Estimated Operating Expenditu \$ - \$ - \$ - \$ - \$ -

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



2019 CAPITAL IMPROVEMENT PROGRAM

Project Name: **POLICE BICYCLES**

Contact: Jim Krzenski

Department: Police

Location: Police

Type: Replacements

Useful Life: Ten Years

District: All Districts

5 Year (2014-2018) Historical Total	\$	-
2019-2023 Total	\$	20,000
CIP Project Total	\$	20,000

Description:

Replace three Police Bicycles that have reached the end of their service life during the past several years. We had purchased 20 police bicycles 12 years ago. Of these 20 bicycles, 17 remain in service and three have reached the end of their respective service life. We are requesting to purchase ten \$1,400 police bicycles and ten \$600 vehicle bike racks, vehicle hitches and associated equipment. This funding will replace the three bicycles that are no longer in service, and expand upon this valuable capability commensurate with the continued population growth of the City of Sanford.

Justification:

Police bicycles enable officers to patrol locations that they are unable to patrol in the motor vehicles. These may include the city's narrow alleys, crowded special events, etc. They also can provide the officer with an elevated view during a crowded event. Due to the more direct public contact that occurs when the officer is operating a police bicycle, they also tend to foster improved officer/citizen relationships.

Expenditures	2019	2020	2021	2022	2023	Total
Modify Police Vehicle for PIT	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ 20,000
Total Expenditures	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ 20,000

Funding Source	2019	2020	2021	2022	2023	Total
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Estimated Operating Expenditure \$ - \$ 1,000 \$ 1,000 \$ 1,000 \$ 1,000

Minimum annual maintenance costs for ten bicycles

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



2019 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 (2014-2018) Historical Total	\$	-
2019-2023 Total	\$	48,641
CIP Project Total	\$	48,641

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 intermittent discharges of debris.

Expenditures	2019	2020	2021	2022	2023	Total
PSC HVAC SYSTEM	\$ 48,641	\$ -	\$ -	\$ -	\$ -	\$ 48,641
Total Expenditures	\$ 48,641	\$ -	\$ -	\$ -	\$ -	\$ 48,641

Funding Source	2019	2020	2021	2022	2023	Total
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

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

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



2019 CAPITAL IMPROVEMENT PROGRAM

Project Name: **PSC INTERIOR/EXTERIOR PAINTING**

Contact: Jim Krzenski

Department: Police

Location: Police

Type: New

Useful Life: Five to Ten Years

District: All Districts

5 Year (2014-2018) Historical Total \$ 11,000

2019-2023 Total \$ 42,000

CIP Project Total \$ 53,000

Description:

The Public Safety Complex (PSC) has provided eight years of service. During the past eight years the exterior walls have been pressure washed annually. The exterior wall paint has been touched up. The interior walls are cleaned regularly. Painting of interior high traffic area walls were painted four years ago when funding was provided as requested. Currently, the majority of all the interior walls need to be repainted within the next year. At this point we are recommending funding be provided to touch-up the exterior and repaint the majority of the interior of the PSC.

Justification:

In 2010 the citizens of the City of Sanford made a \$20 million investment in designing and constructing the Public Safety Complex. As good stewards of this citizen investment, it is our responsibility as public servants to ensure the citizen's investment is properly maintained to serve the City of Sanford far into the future past our watch.

Expenditures	2019	2020	2021	2022	2023	Total
PSC INT. EXT. PAINTING	\$ 30,000	\$ -	\$ -	\$ -	\$ 12,000	\$ 42,000
Total Expenditures	\$ 30,000	\$ -	\$ -	\$ -	\$ 12,000	\$ 42,000

Funding Source	2019	2020	2021	2022	2023	Total
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Estimated Operating Expenditu \$ - \$ - \$ - \$ - \$ -

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



2019 CAPITAL IMPROVEMENT PROGRAM

Project Name: COMPUTER VOICE STRESS ANALYSIS

Contact: Jim Krzenski

Department: Police

Location: Police

Type: Replacement

Useful Life: Ten Years

District: All Districts

5 Year (2014-2018) Historical Total	\$	-
2019-2023 Total	\$	9,500
CIP Project Total	\$	9,500

Description:

Computer Voice Stress Analysis (CVSA) is a truth verification program that is installed on a laptop computer. For ten plus years it has been a critical component supporting the integrity of the Police Department's recruitment and selection process. Each Police Department sworn and non-sworn applicant is required to complete a CVSA screening. Many law enforcement agencies, across the nation, as well as the U.S. Air Force use this reliable truth verification device to help ensure the integrity of its applicants and employees.

Justification:

One of the two CVSA's was replaced with grant funding during FY-2017. The second CVSA is over ten years old and also needs to be replaced.

Expenditures	2019	2020	2021	2022	2023	Total
CVSA	\$ 9,500	\$ -	\$ -	\$ -	\$ -	\$ 9,500
Total Expenditures	\$ 9,500	\$ -	\$ -	\$ -	\$ -	\$ 9,500

Funding Source	2019	2020	2021	2022	2023	Total
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Estimated Operating Expenditu \$ - \$ - \$ - \$ - \$ -

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



2019 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 (2014-2018) Historical Total	\$	-
2019-2023 Total	\$	125,000
CIP Project Total	\$	125,000

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 approximately 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 incremental replacing them over the next five years. So far, several have been replaced due to complete failure.

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.

Expenditures	2019	2020	2021	2022	2023	Total
PSC SECURITY CAMERAS	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 125,000
Total Expenditures	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 125,000

Funding Source	2019	2020	2021	2022	2023	Total
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Estimated Operating Expenditu	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
--------------------------------------	------	------	------	------	------	------

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



2019 CAPITAL IMPROVEMENT PROGRAM

Project Name: **MOTORCYCLE MOUNTED RADARS**

Contact: Jim Krzenski

Department: Police

Location: Police

Type: New

Useful Life: Ten Years

District: All Districts

5 Year (2014-2018) Historical Total	\$	-
2019-2023 Total	\$	26,000
CIP Project Total	\$	26,000

Description:

Purchase and install the Stalker Motorcycle mounted traffic enforcement radars on SPD's seven motorcycles.

Justification:

The mounted Stalker Traffic Enforcement Radar accurately indicates the speed of other vehicles within the vicinity of a Police Motorcycle that is moving down the roadway. This capability will enable our motorcycle officers, while operating their motorcycles, to accurately identify and document motor vehicle operators who are speeding. Note that these mounted radars also efficiently function while the police motorcycle is stationary.

Expenditures	2019	2020	2021	2022	2023	Total
CVSA	\$ 26,000	\$ -	\$ -	\$ -	\$ -	\$ 26,000
Total Expenditures	\$ 26,000	\$ -	\$ -	\$ -	\$ -	\$ 26,000

Funding Source	2019	2020	2021	2022	2023	Total
Impact Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Estimated Operating Expenditu \$ - \$ - \$ - \$ - \$ 1,000

Annual maintenance beginning approxiamtely year 2023.

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



2019 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 (2014-2018) Historical Total	\$	-
2019-2023 Total	\$	17,500
CIP Project Total	\$	17,500

Description:

Taser 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 system 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 activate 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.

Expenditures	2019	2020	2021	2022	2023	Total
BODY CAMERA SIGNAL UNIT	\$ 3,500	\$ 3,500	\$ 3,500	\$ 3,500	\$ 3,500	\$ 17,500
Total Expenditures	\$ 3,500	\$ 3,500	\$ 3,500	\$ 3,500	\$ 3,500	\$ 17,500

Funding Source	2019	2020	2021	2022	2023	Total
Impact Fees	\$ 3,500	\$ -	\$ -	\$ -	\$ -	\$ 3,500
	-	-	-	-	-	-
Total Expenditures	\$ 3,500	\$ -	\$ -	\$ -	\$ -	\$ 3,500

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

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



2019 CAPITAL IMPROVEMENT PROGRAM

Project Name: **Equipment**

Contact: Robert Beall

Department: Public Works - Parks & Grounds

Location: Various

Type: Replacement

Useful Life:

District: All Districts

5 Year (2014-2018) Historical Total \$ -

2019-2023 Total \$ 38,211

CIP Project Total \$ 38,211

Description:

Replace, 2 - 2006 Scag Wildcats 61" Mowers, 2003 Hustler 72" Riding Mower, and pressure washer.

Justification:

Equipment is over 10 years old and costing more money to repair. Replacing the aging equipment would improve efficient and reduce cost.

Expenditures	2019	2020	2021	2022	2023	Total
Equipment	\$ 38,211	\$ -	\$ -	\$ -	\$ -	\$ 38,211
Total Expenditures	\$ 38,211	\$ -	\$ -	\$ -	\$ -	\$ 38,211

Funding Source	2019	2020	2021	2022	2023	Total
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Estimated Operating Expenditu \$ - \$ -

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



2019 CAPITAL IMPROVEMENT PROGRAM

Project Name: **Equipment 2**

Contact: Robert Beall

Department: Public Works - Parks & Grounds

Location: Various

Type: Replacement

Useful Life: 20+ year

District: All Districts

5 Year (2014-2018) Historical Total	\$	-
2019-2023 Total	\$	60,000
CIP Project Total	\$	60,000

Description:

1996 Massey Ferguson Tractor .

Justification:

Tractor is over 20 years old and costing more and more to repair.

Expenditures	2019	2020	2021	2022	2023	Total
Equipment 2	\$ 60,000	\$ -	\$ -	\$ -	\$ -	\$ 60,000
Total Expenditures	\$ 60,000	\$ -	\$ -	\$ -	\$ -	\$ 60,000

Funding Source	2019	2020	2021	2022	2023	Total
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Estimated Operating Expenditu \$ - \$ -

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



2019 CAPITAL IMPROVEMENT PROGRAM

Project Name: **Riverwalk Phase I Rehab**

Contact: Robert Beall

Department: Public Works - Parks & Grounds

Location: Riverwalk Phase I

Type: Replacement

Useful Life: 15+ years

District: District 1

5 Year (2014-2018) Historical Total	\$	-
2019-2023 Total	\$	207,800
CIP Project Total	\$	207,800

Description:

All swing pavilions need to be pressure washed, primed and painted. Need to replace 18 wooden benches along the corridor. 12 folia informational signs need to be replaced or removed. Repave the entire Phase I trail. Replace 24 trash recepticals and rehab the water fountains.

Justification:

The swing pavilion structures are over 15 years old and the paint is peeling and cracking. The benches along the corridor are deteriorating to the point they are needing to be removed. The folia signs are faded and not able to be read. There are multiple trip hazards along the trail due to deteriorating asphalt. The trash recepticals are rusting and the paint is chipping; the water fountains sump pumps are not draining due to years of silt buildup and cannot be repaired due to the sumps being buried under the fountain slab. Further deterioration of the facilities and degradation of the aesthetics of the facilities.

Expenditures	2019	2020	2021	2022	2023	Total
Riverwalk Phase I Rehab	\$ 207,800	\$ -	\$ -	\$ -	\$ -	\$ 207,800
Total Expenditures	\$ 207,800	\$ -	\$ -	\$ -	\$ -	\$ 207,800

Funding Source	2019	2020	2021	2022	2023	Total
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Estimated Operating Expenditu	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
--------------------------------------	------	------	------	------	------	------

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



2019 CAPITAL IMPROVEMENT PROGRAM

Project Name: **Chase Park AirConditioner**

Contact: Gene Manning

Department: Recreation

Location: Stadium

Type: Repair

Useful Life: 10 years

District:

5 Year (2014-2018) Historical Total	\$	-
2019-2023 Total	\$	7,125
CIP Project Total	\$	7,125

Description:

AC unit for Chase Park for the office, restrooms and concession stand.

Justification:

Last year we had to repair this unit more than other units. It is the original unit to my knowledge. That would make it 17 years old.

Expenditures	2019	2020	2021	2022	2023	Total
Chase Park AirConditioner	\$ 7,125	\$ -	\$ -	\$ -	\$ -	\$ 7,125
Total Expenditures	\$ 7,125	\$ -	\$ -	\$ -	\$ -	\$ 7,125

Funding Source	2019	2020	2021	2022	2023	Total
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

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

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

0



2019 CAPITAL IMPROVEMENT PROGRAM

Project Name: **Three replacement vehicles**

Contact: Kim Parmalee

Department: Recreation

Location: Senior Center

Type: Maintain/ Repair

Useful Life: 10 years

District: District 1

5 Year (2014-2018) Historical Total	\$	-
2019-2023 Total	\$	72,000
CIP Project Total	\$	72,000

Description:

Repaint interior of building walls and ceilings with sherwin williams superpaint in two coats. Recaulk all doors and windows, casing and trims. Repaint all baseboards. Sand as needed.

Justification:

The interior hasn't been completely painted and areas recaulked in at least 15 years. While we have done touch ups, the entire areas need to be painted.

Expenditures	2019	2020	2021	2022	2023	Total
Three replacement vehicles	\$ 72,000	\$ -	\$ -	\$ -	\$ -	\$ 72,000
Total Expenditures	\$ 72,000	\$ -	\$ -	\$ -	\$ -	\$ 72,000

Funding Source	2019	2020	2021	2022	2023	Total
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Estimated Operating Expenditu \$ - \$ - \$ - \$ - \$ - \$ -

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



2019 CAPITAL IMPROVEMENT PROGRAM

Project Name: **Westside Painting**

Contact: Britt Henderson

Department: Recreation

Location: West Side Community Center

Type: Maintain/Repair

Useful Life: 5

District: District 2

5 Year (2013-2017) Historical Total	\$	-
2018-2022 Total	\$	5,768
CIP Project Total	\$	5,768

Description:

Quote includes painting of the HVAC duct work and the playground surface as well.

Justification:

Painting of the HVAC duct work is needed because it is chipping off and falling down on people.

Expenditures	2019	2020	2021	2022	2023	Total
Westside Painting	\$ 5,768	\$ -	\$ -	\$ -	\$ -	5,768
Total Expenditures	\$ 5,768	\$ -	\$ -	\$ -	\$ -	5,768

Funding Source	2019	2020	2021	2022	2023	Total
	\$ -	\$ -	\$ -	\$ -	\$ -	-
Total Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	-

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

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



2019 CAPITAL IMPROVEMENT PROGRAM

Project Name: **Geni Lift @ Civic Center**

Contact: Alvarise James

Department: Recreation

Location: Civic Center

Type: Replacement

Useful Life: 15 years

District: District 1

5 Year (2014-2018) Historical Total

2019-2023 Total \$ 27,500

CIP Project Total \$ 27,500

Description:

Geni Lift GS-3246 38' Working Height (Civic Center dome height is 46') Electric, Built in Charger 8 ft Deck Length, Solid Non-Marking Tires; Easy folding rails bring the stowed height down to 5' 11".

Justification:

Current Geni Lift was used when purchased over 17 years ago. Each year it requires maintenance and has well exceeded it's warranty.

Expenditures	2019	2020	2021	2022	2023	Total
Geni Lift @ Civic Center	\$ 27,500	\$ -	\$ -	\$ -	\$ -	\$ 27,500
Total Expenditures	\$ 27,500	\$ -	\$ -	\$ -	\$ -	\$ 27,500

Funding Source	2019	2020	2021	2022	2023	Total
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Estimated Operating Expenditu	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
--------------------------------------	------	------	------	------	------	------

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



2019 CAPITAL IMPROVEMENT PROGRAM

Project Name: **Gym Curtain**

Contact: Britt Henderson

Department: Recreation

Location: Westside Community Center(2014-2018) Historical Total \$ -

Type: Replacement 2019-2023 Total \$ 13,900

Useful Life: 10 years **CIP Project Total \$ 13,900**

District: District 2

Description:

Electric Curtain Divider

Justification:

Current curain is damaged and needs to be replaced. The curtain allows the gym to be split into two so different sides can have different activities.

Expenditures	2019	2020	2021	2022	2023	Total
Gym Curtain	\$ 13,900	\$ -	\$ -	\$ -	\$ -	\$ 13,900
Total Expenditures	\$ 13,900	\$ -	\$ -	\$ -	\$ -	\$ 13,900

Funding Source	2019	2020	2021	2022	2023	Total
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	-	-	-	-	-	-
Total Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Estimated Operati \$ - \$ - \$ - \$ - \$ - \$ -

Estimated Revenue \$ - \$ - \$ - \$ - \$ - \$ -



2019 CAPITAL IMPROVEMENT PROGRAM

Project Name: **Aquatic Center Painting**

Contact: Tony Ackerson

Department: Recreation

Location: Aquatic Center

Type: Repair

Useful Life: 10 years

District: District 4

(2014-2018) Historical Total	\$	-
2019-2023 Total	\$	4,250
CIP Project Total	\$	4,250

Description:

Complete repainting of the Larry A. Dale Aquatic Center, interior and exterior.

Justification:

The building was last painted in 2008. The bathrooms in particular are in need of repainting. The current paint is flaking in some locations, and the non-slip flooring has become worn due to heavy foot traffic.

Expenditures	2019	2020	2021	2022	2023	Total
Aquatic Center Pain	\$ 4,250	\$ -	\$ -	\$ -	\$ -	\$ 4,250
Total Expenditures	\$ 4,250	\$ -	\$ -	\$ -	\$ -	\$ 4,250

Funding Source	2019	2020	2021	2022	2023	Total
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Estimated Operati \$ - \$ - \$ - \$ - \$ - \$ -

Estimated Revenue \$ - \$ - \$ - \$ - \$ - \$ -



2019 CAPITAL IMPROVEMENT PROGRAM

Project Name: **Aquatic Center Shade Structures**

Contact: Tony Ackerson

Department: Recreation

Location: Aquatic Center

Type: New

Useful Life: 20 years

District: District 4

(2014-2018) Historical Total	\$	-
2019-2023 Total	\$	59,143
CIP Project Total	\$	59,143

Description:

These are semi-permeable shade structures that are wind rated up to 100 mph. The sail-type structures would surround much of the pool deck.

Justification:

Shade at the facility is a major issue nine months out of the year, as there is currently just one shaded area with bleachers underneath it. This system would cover a large area of the pool deck, making the pool much more appealing to families wanting to visit the facility.

Expenditures	2019	2020	2021	2022	2023	Total
Aquatic Center Shade Structures	\$ 59,143	\$ -	\$ -	\$ -	\$ -	\$ 59,143
Total Expenditures	\$ 59,143	\$ -	\$ -	\$ -	\$ -	\$ 59,143

Funding Source	2019	2020	2021	2022	2023	Total
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Estimated Operating Expenditures: \$ - 2019, \$ - 2020, \$ - 2021, \$ - 2022, \$ - 2023, \$ - Total

none

Estimated Revenues: \$ - 2019, \$ - 2020, \$ - 2021, \$ - 2022, \$ - 2023, \$ - Total

none



2019 CAPITAL IMPROVEMENT PROGRAM

Project Name: **Pick-up Truck**

Contact: Pete Wilson

Department: PW - Streets

Location: Public Works Complex

Type: New

Useful Life: 10-15 years

District:

5 Year (2014-2018) Historical Total \$ -

2019-2023 Total \$ 31,000

CIP Project Total \$ 31,000

Description:

Ford F250 Pick-up Truck 3/4 Ton Ext. Cab

Justification:

Replacing Vehicle #68 - 2005 F250 - Meets criteria for replacement with age of vehicle & over 120,000 miles.

Expenditures	2019	2020	2021	2022	2023	Total
Pick-up Truck	\$ 31,000	\$ -	\$ -	\$ -	\$ -	\$ 31,000
Total Expenditures	\$ 31,000	\$ -	\$ -	\$ -	\$ -	\$ 31,000

Funding Source	2019	2020	2021	2022	2023	Total
	\$ 31,000	\$ -	\$ -	\$ -	\$ -	\$ 31,000
Total Expenditures	\$ 31,000	\$ -	\$ -	\$ -	\$ -	\$ 31,000

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

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

No Revenue



2019 CAPITAL IMPROVEMENT PROGRAM

Project Name: **Full Matrix Message Board**

Contact: Pete Wilson

Department: PW - Streets

Location: Public Works Complex

Type: New

Useful Life: 10-15 years

District:

5 Year (2014-2018) Historical Total \$ -

2019-2023 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 is 1995, is outdated and only shows arrows. This replacement would display messages, arrows & can be programmed through GPS.

Expenditures	2019	2020	2021	2022	2023	Total
Full Matrix Message Board	\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ 15,000
Total Expenditures	\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ 15,000

Funding Source	2019	2020	2021	2022	2023	Total
	\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ 15,000
Total Expenditures	\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ 15,000

Estimated Operating Expenditu \$ - \$ - \$ - \$ - \$ - \$ -

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

No Revenue



2019 CAPITAL IMPROVEMENT PROGRAM

Project Name: **Equip Replacement #54 Tractor**

Contact: Pete Wilson

Department: PW - Streets

Location: Public Works Complex

Type: New

Useful Life: 10-15 years

District:

5 Year (2014-2018) Historical Total \$ -

2019-2023 Total \$ 36,000

CIP Project Total \$ 36,000

Description:

2018 Massey Ferguson 1742 Tractor

Justification:

Replacing equipment #54 - 2000 Massey Ferguson 243 - Meets criteria for replacement with age of equipment & 1,520 hours.

Expenditures	2019	2020	2021	2022	2023	Total
Equip Replacement #54 Tractor	\$ 36,000	\$ -	\$ -	\$ -	\$ -	\$ 36,000
Total Expenditures	\$ 36,000	\$ -	\$ -	\$ -	\$ -	\$ 36,000

Funding Source	2019	2020	2021	2022	2023	Total
	\$ 36,000	\$ -	\$ -	\$ -	\$ -	\$ 36,000
Total Expenditures	\$ 36,000	\$ -	\$ -	\$ -	\$ -	\$ 36,000

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

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

No Revenue



2019 CAPITAL IMPROVEMENT PROGRAM

Project Name: **Fuel Island Upgrade**

Contact: Bill Getman

Department: PW - Fleet

Location: 800 W Fulton Street

Type: New

Useful Life: 30 years

District:

5 Year (2014-2018) Historical Total \$ -

2019-2023 Total \$ 21,000

CIP Project Total \$ 21,000

Description:

Upgrade fuel Island.

Justification:

Upgrade fuel island software.

Expenditures	2019	2020	2021	2022	2023	Total
Fuel Island Upgrade	\$ 21,000	\$ -	\$ -	\$ -	\$ -	\$ 21,000
Total Expenditures	\$ 21,000	\$ -	\$ -	\$ -	\$ -	\$ 21,000

Funding Source	2019	2020	2021	2022	2023	Total
	\$ 110,000	\$ -	\$ -	\$ -	\$ -	\$ 110,000
Total Expenditures	\$ 110,000	\$ -	\$ -	\$ -	\$ -	\$ 110,000

Estimated Operating Expenditu \$ - \$ - \$ - \$ - \$ - \$ -

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



2019 CAPITAL IMPROVEMENT PROGRAM

Project Name: **Fleet Maintenance - Garage Doors**

Contact: Bill Getman

Department: PW - Fleet

Location: 800 W Fulton Street

Type: New

Useful Life: 20+ years

District:

5 Year (2014-2018) Historical Total \$ -

2019-2023 Total \$ 20,000

CIP Project Total \$ 20,000

Description:

Replacement of Garage Doors

Justification:

Existing Dorrs are almost 30 years old and becoming unusable.

Expenditures	2019	2020	2021	2022	2023	Total
Fleet Maintenance - Garage Doors	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ 20,000
Total Expenditures	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ 20,000

Funding Source	2019	2020	2021	2022	2023	Total
	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ 20,000
Total Expenditures	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ 20,000

Estimated Operating Expenditu \$ - \$ - \$ - \$ - \$ - \$ -

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

No Revenue



2019 CAPITAL IMPROVEMENT PROGRAM

Project Name: **Welcome Center - Window Rpr/Rplc**

Contact: Jim Beard

Department: PW - Facilities

Location: 230 E 1st Street

Type: New

Useful Life: 20 years

District: District 1

5 Year (2014-2018) Historical Total	\$	-
2019-2023 Total	\$	42,000
CIP Project Total	\$	42,000

Description:

Welcome Center Window Repairs

Justification:

The windows at the Welcome Center have excessive wood rot & need to be replaced.

Expenditures	2019	2020	2021	2022	2023	Total
Welcome Center - Window Rpr/Rplc	\$ 42,000	\$ -	\$ -	\$ -	\$ -	\$ 42,000
Total Expenditures	\$ 42,000	\$ -	\$ -	\$ -	\$ -	\$ 42,000

Funding Source	2019	2020	2021	2022	2023	Total
	\$ 42,000	\$ -	\$ -	\$ -	\$ -	\$ 42,000
Total Expenditures	\$ 42,000	\$ -	\$ -	\$ -	\$ -	\$ 42,000

Estimated Operating Expenditu	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
--------------------------------------	------	------	------	------	------	------

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

No Revenues



2019 CAPITAL IMPROVEMENT PROGRAM

Project Name: **City Hall Fire Alarm - Upgrade**

Contact: Jim Beard

Department: PW - Facilities

Location: 300 N Park Avenue

Type: New

Useful Life: 5-10 years

District:

5 Year (2014-2018) Historical Total \$ -

2019-2023 Total \$ 11,149

CIP Project Total \$ 11,149

Description:

The City Hall Fire Alarm System needs to be upgraded with new programs.

Justification:

To update components only, not replacing the entire system.

Expenditures	2019	2020	2021	2022	2023	Total
City Hall Fire Alarm - Upgrade	\$ 11,149	\$ -	\$ -	\$ -	\$ -	\$ 11,149
Total Expenditures	\$ 11,149	\$ -	\$ -	\$ -	\$ -	\$ 11,149

Funding Source	2019	2020	2021	2022	2023	Total
	\$ 11,149	\$ -	\$ -	\$ -	\$ -	\$ 11,149
Total Expenditures	\$ 11,149	\$ -	\$ -	\$ -	\$ -	\$ 11,149

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

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

No Revenue



2019 CAPITAL IMPROVEMENT PROGRAM

Project Name: **Fleet Maintenance - Restroom Rehab**

Contact: Jim Beard

Department: PW - Facilities

Location: 800 W Fulton Street

Type: New

Useful Life: 20 years

District:

5 Year (2014-2018) Historical Total \$ -

2019-2023 Total \$ 10,000

CIP Project Total \$ 10,000

Description:

Rehabilitation of the Fleet Maintenance Restrooms. (This was part of a 2 part project with the Streets & Stormwater Breakroom Rehab which is being completed in 2018) This part of the project will cost \$10,000

Justification:

This bathroom was the original one when the structure was built in the 70's. There have only been cosmetic modifications to it in the past. This is to replace the sink, urinal & commode.

Expenditures	2019	2020	2021	2022	2023	Total
Fleet Maintenance - Restroom Reh;	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ 10,000
Total Expenditures	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ 10,000

Funding Source	2019	2020	2021	2022	2023	Total
	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ 10,000
Total Expenditures	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ 10,000

Estimated Operating Expenditu \$ - \$ - \$ - \$ - \$ - \$ -

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

No Revenue



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.