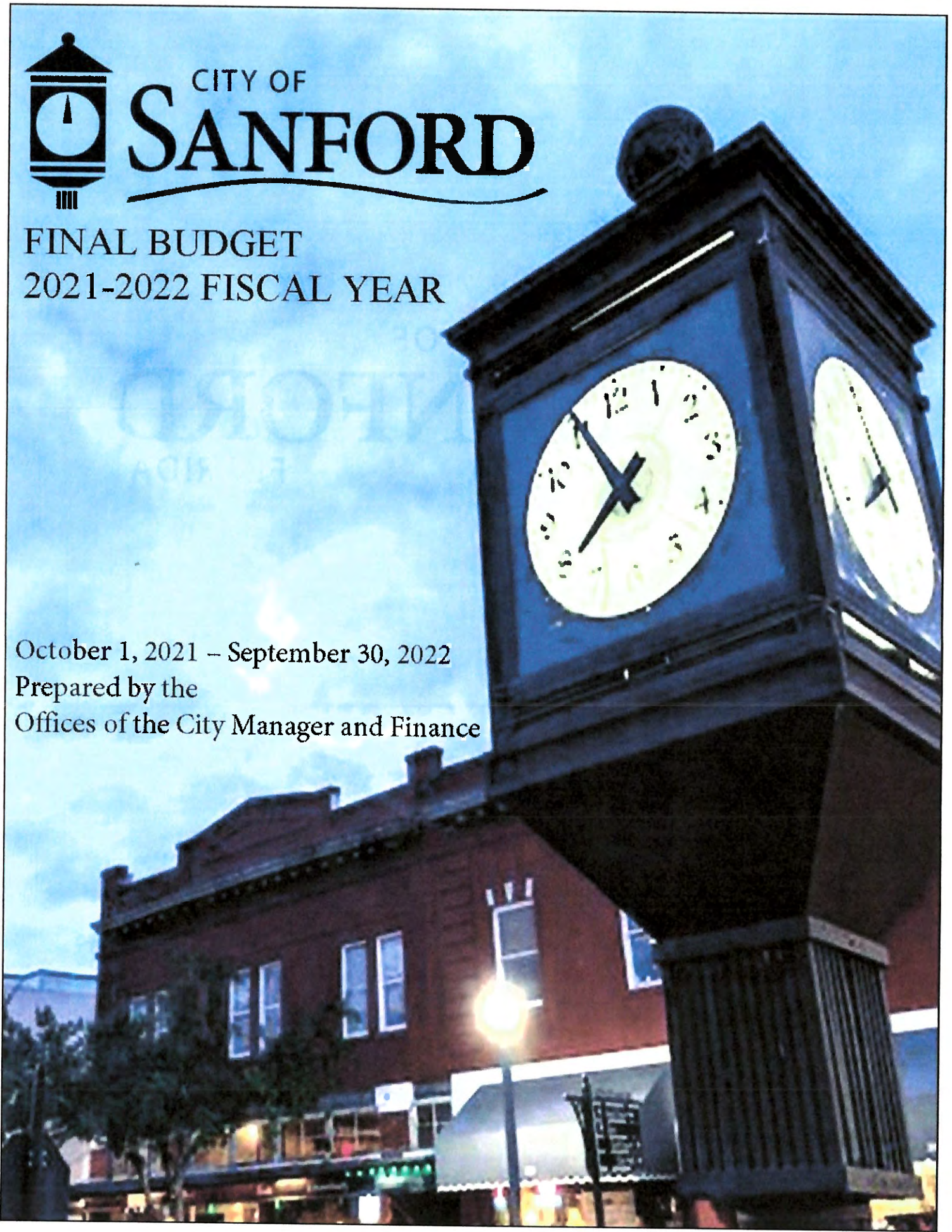




CITY OF
SANFORD

FINAL BUDGET
2021-2022 FISCAL YEAR

October 1, 2021 – September 30, 2022
Prepared by the
Offices of the City Manager and Finance





CITY OF
SANFORD
FLORIDA

City of Sanford, Florida

2021/2022 Budget

October 1, 2021 – September 30, 2022

City Commission

Art Woodruff, Mayor
Sheena Britton, District 1
Kerry Wiggins, Sr., 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

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Community Profile

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- **City of Sanford Location**
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- **Sanford Demographics**
- **Largest Local Taxpayers**
- **Mayor, City Commission and Staff**
- **Strategic Plan**



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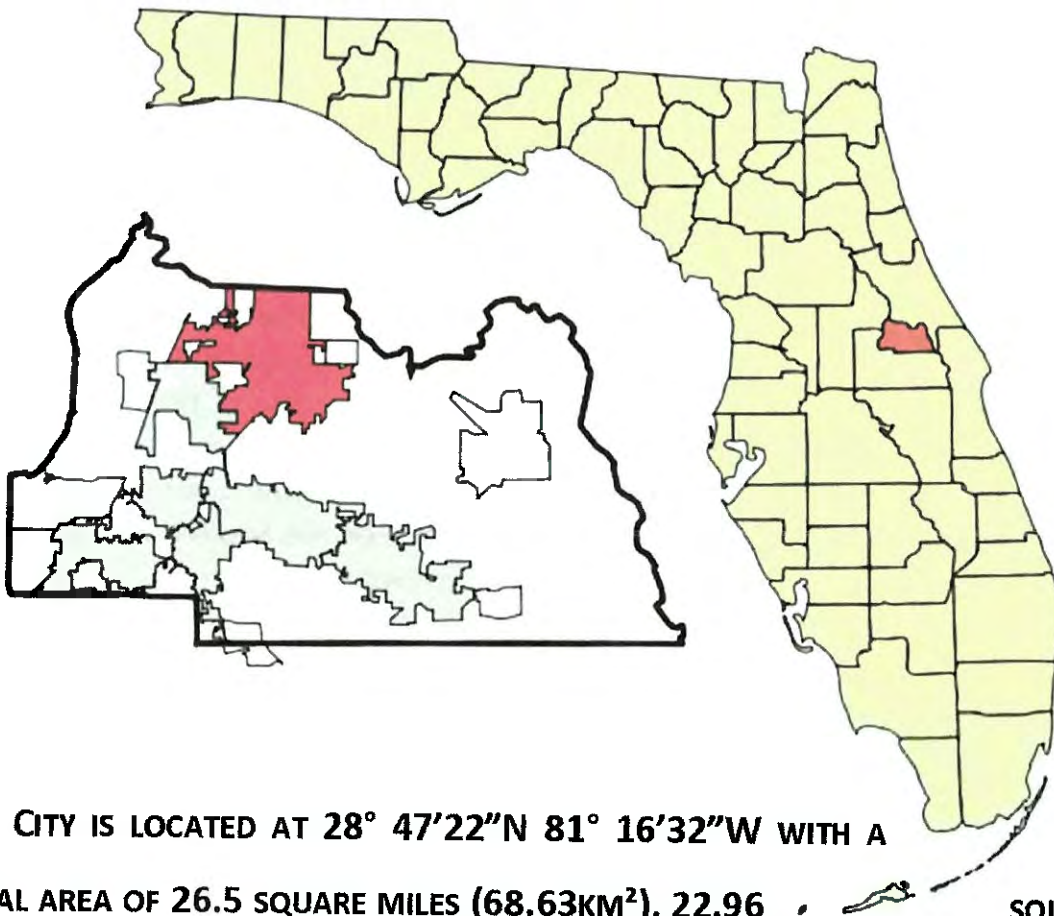
OUR VISION

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

OUR MISSION

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

CITY OF SANFORD LOCATION



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

SOURCE: WIKIPEDIA.ORG

City of Sanford Profile

Sanford is located in Central Florida in Seminole County, one of the fastest growing counties in the nation and sits on the south shore of Lake Monroe at the head of the navigation on the St. John's River. During the Seminole Wars of the 1830's, the area was the site of an U.S. Army post named Fort Mellon. As settlers moved into the area, the town of Mellonville was established. With the advent of commercial steamboat



service, the town became a distribution point for goods essential for the growth of Central Florida. When Orange County was created in 1845, Mellonville became the county seat.

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



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

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

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



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

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

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



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

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



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

Restaurants, movie theaters, 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 141 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 2. The Sanford Police Department has many specialized units to better serve the citizens within our community. The units include: Traffic, K-9, Investigations, School

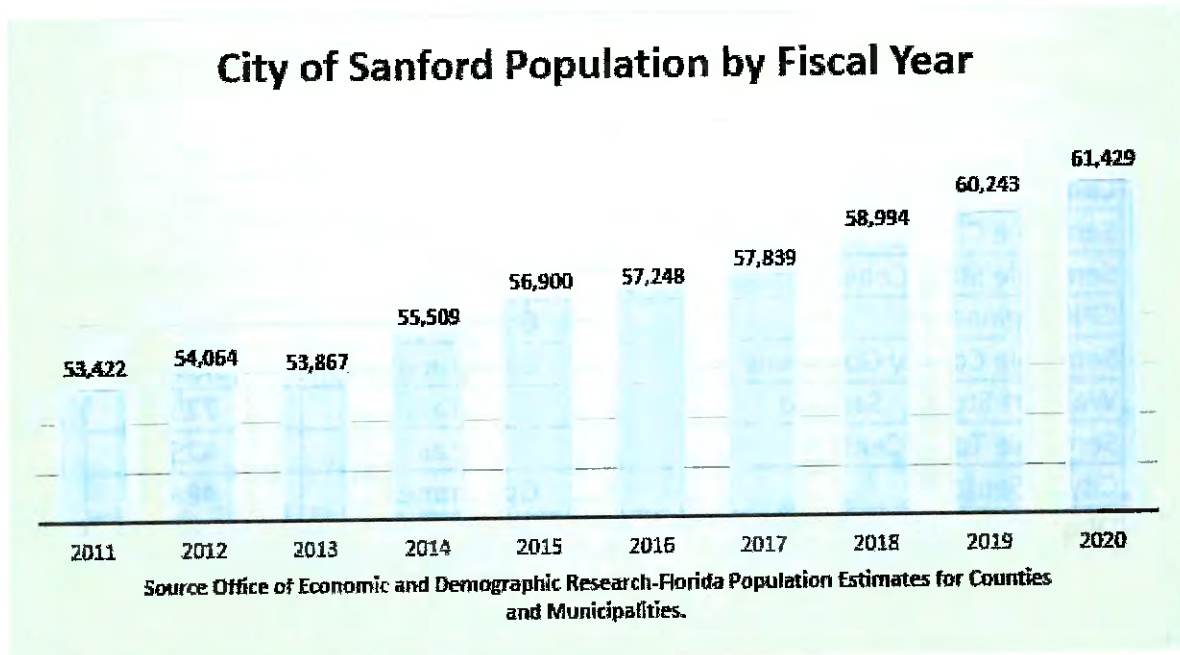
Resource Officers, Crime Prevention and Community Policing Officers.

Sanford Demographics

Employer Name	Business Type	Employees
Orlando Sanford International Airport	Airport	357
Central Florida Regional Hospital	Medical	901
Seminole County Public Schools	Public Schools	1,687
Seminole State College	College	1,188
CPH Engineers	Government	137
Seminole County Government	Government	1,211
Walmart Stores - Sanford	Retail	725
Seminole Town Center	Retail	425
City of Sanford	Government	488
Waste Pro USA	Solidwaste	157

Unemployment Rate	FY 2017	FY 2018	FY 2019	FY 2020
City of Sanord	3.0%	2.9%	2.6%	2.4%

Sanford Demographics



Largest Local Taxpayers

Taxpayer Name	Taxable Value	Total Taxes
Florida Power & Light Co.	66,666,867	488,335
Seminole Town Center LP	55,561,624	406,989
Solstice Loop Holdings LLC	53,344,614	390,749
Lakes Edge Apartments LLC	44,449,172	325,590
CRLP Twin Lakes LLC	46,407,409	339,934
LLC	47,635,534	348,930
Solara Holdings - CJ LLC	40,651,737	297,774
Bre Piper MF Westlake FL LLC	35,419,304	259,446
Wal-Mart Stores East LP	33,183,659	243,070
Central Florida Regional Hospital	26,714,264	195,682

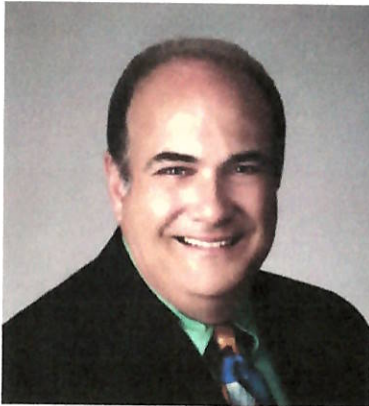
Sanford City Commission

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 Art Woodruff

Appointed to Mayor: 2020

Current Term Expires: 2023

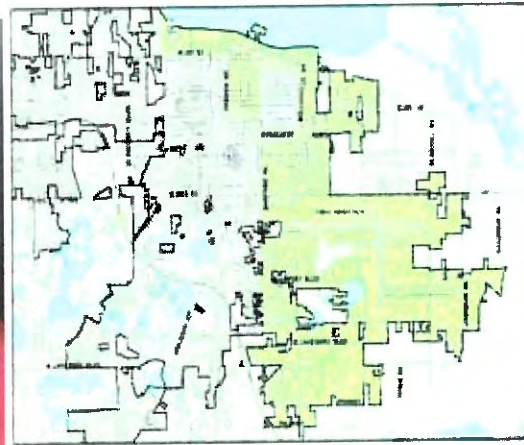


Art Woodruff was born and raised in Sanford as a sixth generation Sanfordite. Graduating from Seminole High School in 1980 he attended the University of North Carolina and returned to Sanford where he started teaching in Seminole County Public Schools. After fourteen years at Seminole High School as a science teacher and yearbook adviser, he transferred to Oviedo High School where he currently teaches science and computer science.

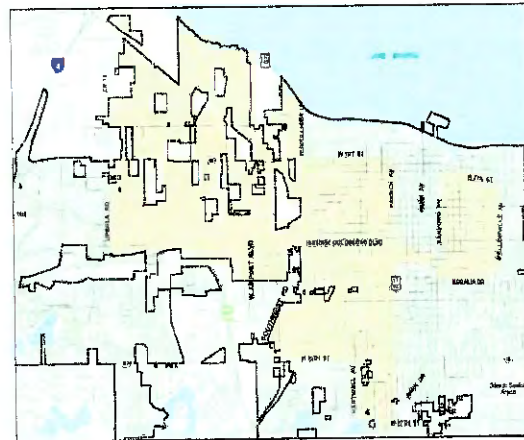
Art and his wife Patti have been married since 1995 and have two children, Daniel and Rachel. Patti is a health care coordinator for Kindred at Home. First elected as the District 1 Commissioner in 2001, he served through 2010. After one term off, he was again elected in November 2014. In July 2020 he was appointed Mayor following the resignation of Mayor Jeff Triplett.

Mayor Woodruff serves on the boards of the Community Improvement Association of Seminole County, the Wayne Densch Performing Arts Center, Run for God has been instrumental in the restoration of Historic, Hopper Academy. He also serves as a leader in Boy Scout Troop 787.

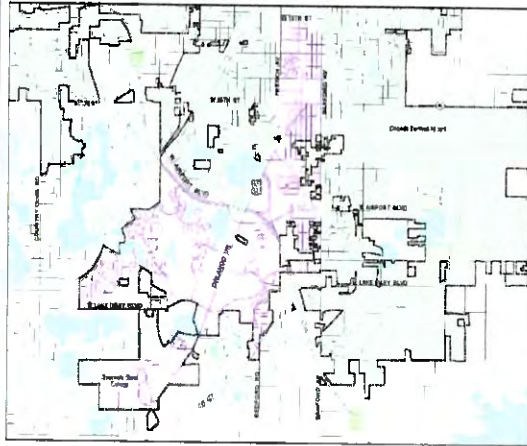
Art looks forward to building on the many positive improvements that have taken place while he has served on the City Commission and continuing to make Sanford a place where we want to live, work, and play.



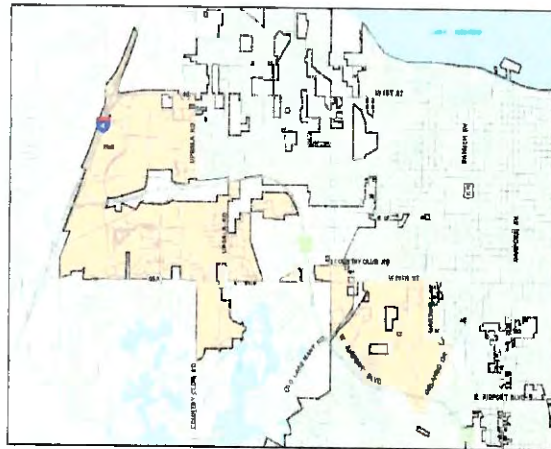
Sheena Britton District 1
Appointed: 2020
Current Term Expires: 2023



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



Patrick Austin, District 3
Elected: 2016
Current Term Expires: 2025



Patty Mahany, District 4
Elected: 2010
Current Term Expires: 2025



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



Thomas George
Deputy City Manager
Since: 2011

Strategic plan

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

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



Strategic Planning

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

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

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

Vision

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

Mission

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

Community Values

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

Character

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

Culture

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

Connections

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

Commerce

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

Six Vision Themes

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

Six Target Areas and Initiatives

Downtown Area

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

Goldsboro Area

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

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

SunRail Station Area

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



Seminole Towne Center/St. Johns Parkway Area

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

Seminole State College Area

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

Airport Area

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

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





CITY OF
SANFORD
FLORIDA

BUDGET MESSAGE

- **CITY MANAGER'S MESSAGE**





CITY OF
SANFORD
FLORIDA

September 30, 2021

Mayor Art Woodruff and Members of the City Commission
Sanford, Florida

In compliance with state law and the City Charter, we are submitting the 2021/2022 Budget. As required by Section 5.04 of the City Charter, the final budget for 2022 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 2021/2022 budget totals approximately \$146.6 million for all activities, including utility funds, capital projects, debt service and other special revenue funds. Total expenditures are increasing \$7,018,543, an increase of 5% from last year’s final budget. The increase is attributed to the General Fund increasing \$3,162,128, the Special Revenue Funds increasing \$2,551,995, Debt Service Fund increasing \$19,725, CRA Fund increasing \$259,070, and the Internal Service Funds increasing \$1,916,056 and offset decreases in the Capital Projects Funds of \$1,320 and the Enterprise Funds of \$889,111.

General Fund

By employing zero-based budgeting, the 2022 budget is balanced.

The final budget is composed with a millage rate at 7.325 mills, this millage rate has been in effect since FY 2016. This represents a 5.62% 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 funds for a 3% raise (hired between 10/1/20 and 9/30/21 prorated 3% based on days of service) a 11% pay scale adjustment, and funds to make sure employees are paid for their experience in their pay scale for non-union and USW employees. The budget also includes funds set aside for union employee raise adjustments.
- Capital – this proposal includes funding for various infrastructure and equipment needs of which funding from General Fund amounts to \$3,011,122. Please see the CIP plan under the Capital Improvement Plan Section for further details.
- The FY2022 budget contains increases in operations due to the new programs at the Jeff Triplett Center at approximately \$63,000.

- Increased costs for maintenance of the new Riverwalk of approximately \$100,000.
- The FY2022 budget also includes items the Commission requested of three new police officers (\$433,500); street maintenance litter control personnel (\$52,507); traffic calming, turn lanes on Mellonville, and two restrooms.

Property Tax Rate and Revenues

On June 11, the Seminole County Property Appraiser provided the required Certification of Value with a total current year taxable value for property in Sanford of \$4.1 billion. This was a 8.68% 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 6.9354%, compared to the current year's rate of 7.325 mills. The current millage rate of 7.325 will increase revenues by 7.8%.

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

Millage Rate Options	Two-thirds 4-1 or 4-0	Majority 3-2	Majority 3-2
Taxable Value	4,068,733,629	4,068,733,629	4,068,733,629
Roll-back Rate	6.9354	6.9354	6.9354
Rate Options	10.7659	6.9354	7.325
Current Rate	7.325	7.325	7.325
Percent Increase (Decrease) over Rollback	55.2311%	-%	5.6176%
Property Tax Revenues at Rate Option	41,613,400	26,807,380	28,313,300
Property Tax Revenue at Roll-back Rate	28,218,295	28,218,295	28,218,295
Revenues at Rate Options vs. Roll-back Rate	13,395,105	(1,410,915)	95,005

At the final millage rate of 7.325, on average, the single family homeowner will pay \$843.55 a year or \$70.30 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 two separate special revenue funds for grants, the Low Income Home Energy Fund (LIHEAP) and the Community Development Block Grant Fund (CDBG). The LIHEAP grant is a program that provides energy assistance to help eligible low income households. The CDBG grant is a program that provides assistance to designated low income areas in the City for social programs and infrastructure improvements.

The Local Option Gas Tax Fund will provide about \$1 million for road work in 2021/2022. The Third Generation Sales Tax Fund will provide about \$3.9 million in new revenues for capital street projects.

Component Funds

The budget includes a Community Redevelopment Agency, a funding mechanism for infrastructure improvements targeting redevelopment and economic development in Sanford, the Downtown Waterfront Agency. In 2021/2022 the City's obligation to this agency will exceed \$1.7 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 \$1.68 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 2022 budget is \$3,011,122 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 2022 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 2022 budget. They are:

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

The City is a service organization. The most important asset of a service organization is trained, motivated, adequately compensated, and properly led employees. With the exception of most Police Department personnel, employees from 2008 through 2021 have gone through eight years without merit raises and six years without COLA's while having many benefits reduced or eliminated. The final budget contains 3% raises for non-union and USW employees. Additionally, the General Fund workforce has been reduced by approximately thirty positions (not including authorized and unfunded positions) over the last nine 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 and water fees.

The City will avoid budget and accounting procedures that balance the current budget at the expense of future budgets. With only enough funding for operating costs and limited capital replacement, the City risks more unanticipated costs as equipment and infrastructure age, which may also impact our ability to maintain a 14% operating reserve.

The City will maintain reserves adequate to ensure that resources are available annually for the replacement of vehicles and equipment. As noted above, this budget calls for very limited capital replacements.

The City will maintain reserves that are adequate to protect against unforeseen events. In 2018 the City Commission voted a minimum operating reserve for the General Fund of 14% of expenditures.

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 5.7% in FY 2023 for a total revenue increase of \$3,044,633 and the following increases in expenditures are expected:

➤ Salary and Benefit Increases	\$ 1,304,661
➤ Operational costs	\$ 190,583
➤ Fire station personnel and operations	\$ 2,300,000

As noted earlier – the property tax values in the City have increased over prior years. 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 \$26 million dollars and going forward to address recurring repairs and replacements, the City is looking at needing a replacement plan that would allow for funding of \$6 million dollars per year. We continue to urge the City Commission to think strategically and long-term as it relates to budget development.

Sincerely,



Norton N. Bonaparte, Jr.
City Manager



Cynthia M. Lindsay
Director of Finance



CITY OF
SANFORD
FLORIDA

BUDGET OVERVIEW

- **BUDGET PROCESS**
- **BUDGET CALENDAR**
- **UNDERSTANDING THE BUDGET DOCUMENT**
- **MAJOR REVENUE SOURCES**
- **FINANCIAL STRUCTURE**
- **FINANCIAL POLICIES**

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 2021-2022		
DATE	ACTIVITY	PARTICIPANTS
February 15	Distribute Budget Materials.Training Session	Department Directors Division Managers Finance Manager
March 5	Submit updated CIP Budgets & Finance	Department Directors Division Managers
March 12	Submit Budget Request to Finance	Department Directors Division Managers
March 22	Finance reviews Budget Requests and returns with questions to Departments	Finance Manager
April 5	Departments return Budget Requests with all questions answered to Finance	Department Directors Division Managers
April 12	Health, Liability, Property and Workers Compensation Insurance Cost Estimates Dues	Department Directors Division Managers
April 26 - April 29	Departments & Finance Budget Review Meetings	Finance Director Finance Manager Department Directors Division Managers
May 11- May 13	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 11	Draft of Proposed Budget to City Manager	Finance City Manager
June 30	Proposed Budget submitted to Commission	City Manager
July 1	Certification of Taxable Value submitted to City	Property Appraiser

BUDGET CALENDAR

FY 2021-2022		
DATE	ACTIVITY	PARTICIPANTS
July 21	Budget Workshop	City Commission City Manager Deputy City Manager Department Directors Division Managers
TBD	Budget Workshop (2nd Day)	City Commission City Manager Deputy City Manager Department Directors Division Managers
July 12	Last Regular Meeting to approve tentative millage rate and hearing schedule	City Commission City Manager
Not Later than July 30	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 6	Final Changes to budget completed	City Manager Finance Director
Not later than August 20	Mailing of Notice of Proposed Property Taxes (TRIM notice)	Property Appraiser
September 13	First Public Hearing to adopt proposed millage rates and budget	City Commission City Manager Finance Director
September 22	Newspaper advertisement of Second Public Hearing and Budget Summary Statement	Finance Director
September 27	Second and Final Public Hearing to adopt final millage rates and budget	City Commission City Manager Finance Director
Not Later Than September 29	Submission of approved millage resolution and budget to Property Appraiser, Tax Collector and Florida Department of Revenue	Finance Director

Understanding the Budget

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

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

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

Governmental Funds include the following fund types:

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

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

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

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

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

Proprietary Funds include the following two fund types:

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

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

Major Revenue Sources

General Fund

Taxes

Ad Valorem Taxes – A tax on property paid by owners of real and personal property within the city limits. The tax is based on an assessment by the Seminole County Property Appraiser of the market value of property and improvements. A tax rate of one mill produces \$1 of tax revenue on each \$1,000 of taxable property value. The 2021-22 budget is based on an operating millage of 7.325. Anticipated collection of Ad Valorem Taxes (Property Taxes) revenues for the General Fund in FY21-22 is \$27,322,414, which represents approximately 50.60% 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 \$2,176,262 for fiscal year 2021-22, 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 \$5,772,655 for fiscal year 2021-22; which represents \$4,763,559 for electricity, \$802,876 for water, \$149,362 for gas, and \$56,858 for propane. Utility Tax revenue represents approximately 10.7% 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 \$4,760,227 for fiscal year 2021-22; which represents approximately 8.8% 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 \$664,857 for fiscal year 21-22, which represents approximately 1.2% 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 \$6,835,964 for fiscal year 2021-22; this represents \$2,397,489 for State Revenue Sharing, \$12,420 for Mobile Home Licenses Tax, \$58,305 for Alcoholic Beverage License Tax, \$4,275,637 for Half-Cent Sales Tax, \$41,226 for Occupational Licenses, \$15,710 for Firefighters Supplemental Compensation Fund \$22,714 for Other Transportation, and \$12,433 in federal and state grants. Intergovernmental Revenues represent approximately 12.7% 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

2021-22, charges for service fees are estimated at \$3,222,396, which represents approximately 6% 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 \$2,731,811 for fiscal 21-22, which represents approximately 5% of General Fund revenues.

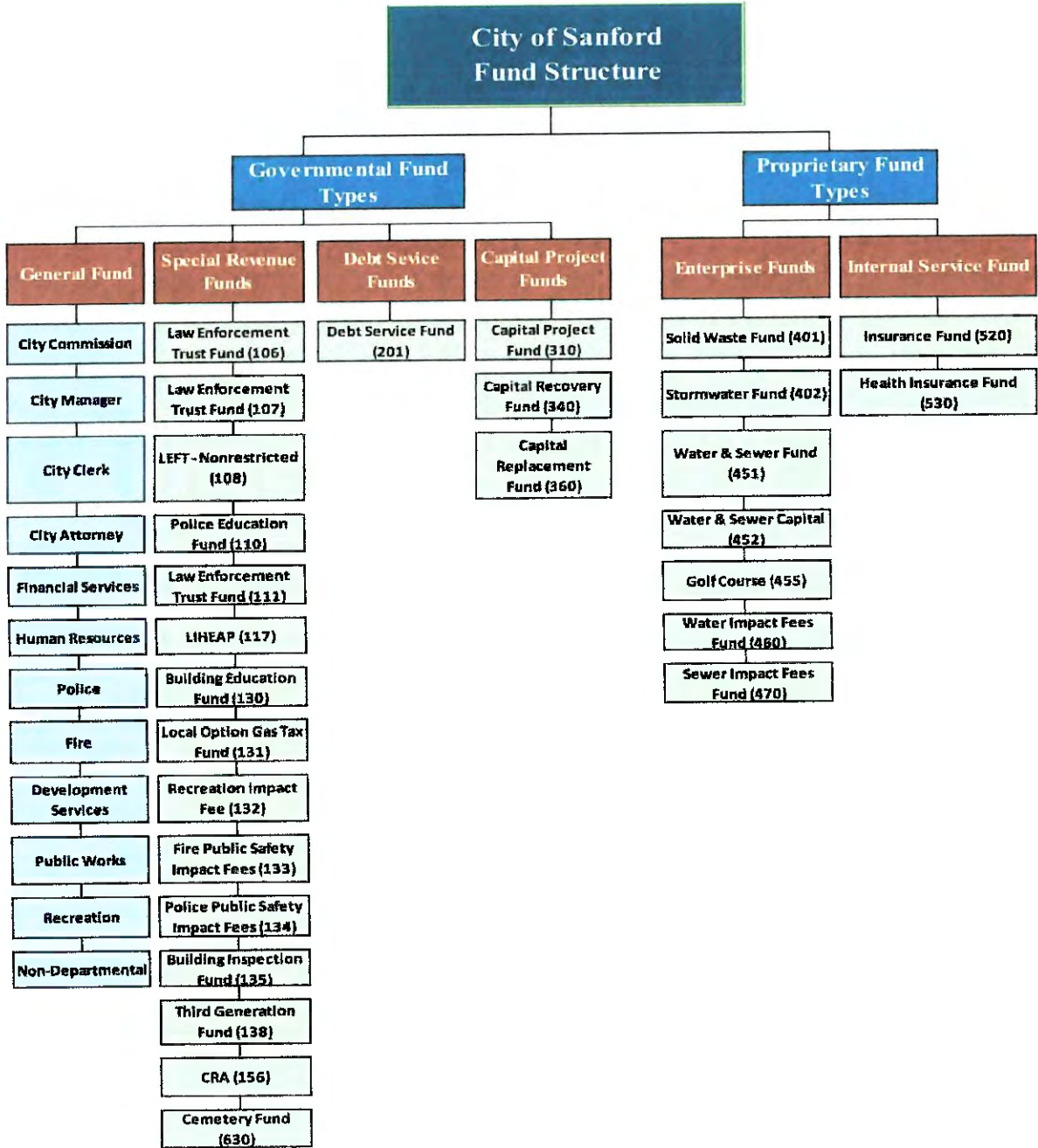
Miscellaneous Revenues

Fines & Forfeitures - Includes revenues received from court fines and public safety ordinances. For fiscal year 2021-22, Fines and Forfeitures are estimated at \$193,730, which represents less than 1% of General Fund revenues.

Rents and Royalties – Marina Motel Lease Rent, Marina Docks Lease Rent, One Harbor LP Lease Rent and other leases. For fiscal year 2021-22, Rents and Royalties are estimated at \$64,279, 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 2021-22, Miscellaneous Revenues are estimated at \$258,622, which represents approximately 1% of General Fund revenues.

Financial Structure



Financial Structure

The City of Sanford budget conforms to Generally Accepted Accounting Principles as applicable to local governments. The accounts of the City are organized and operated on the basis of funds. A fund is an independent fiscal and accounting entity with a self-balancing set of accounts which comprise its assets, liabilities, fund balances, revenues and expenditures. The City prepares its budget on a fund accounting basis, which segregates funds according to their intended purpose and it is used to aid management in demonstrating compliance with financial related legal and contractual provisions. The City maintains the minimum number of funds consistent with legal and managerial requirements. The Funds that are not budgeted for but are included in the City's CAFR are indicted in each Fund description. 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:

CDBG Fund – To account for grants received by the City; grant proceeds are utilized to provide economic and infrastructure improvement grants to citizens in designated areas.

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

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

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

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

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

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

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

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

CRA Fund – To account for ad valorem revenues associated with the community development area in the city’s downtown to be used solely for revitalization.

State Pension Contribution Fund – To account for revenue received from the state collected from insurance policies for the fire and pension fiduciary funds. These funds are not budgeted.

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.

Enterprise Funds

The Enterprise Funds are used to account for and report financial resources for self-supporting goods and services sold to the public.

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 2021-22, Water and Wastewater Revenues are estimated at \$27,327,949, which represents approximately 64% of Enterprise Funds revenues.

Water and Wastewater Impact Fees – Impact Fees are collected for commercial and residential developments. For fiscal year 2021-22, Water Impact Fees Revenues are estimated at \$850,000, and Wastewater Impact Fees Revenues are estimated at \$2,000,000. Both represents approximately 7% of the total Enterprise Funds revenues.

Stormwater Fees - Stormwater activities are derived from fees through Stormwater Utility fees. For fiscal year 2021-22, Stormwater Fees are estimated at \$6,002,721, 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 2021-22, Solid Waste Fees are estimated at

\$6,680,964, which represents approximately 16% of Enterprise funds revenues.

Mayfair Golf Course - To account for the operations of the city's municipal golf course. The City does not budget for this facility ran by a contracted management company.

Internal Service Funds

The Internal Service Funds are used to account for and report financial resources charged to City departments. The City uses Internal Service Funds to account for our self insurances.

Insurance Fund - To account for the charges paid by city departments for the cost of operating, liability, and workers compensation insurance.

Health Insurance Fund -- To account for the charges and expenditures paid by city departments and employees for the cost of the city's self insurance health fund.

Fiduciary Funds

The Fiduciary Funds are used to account for and report financial resources held in trust for others. The city does not budget for the two fiduciary funds.

Police Pension Fund - To account for the assets held in trust for the police pension defined benefit plan.

Fire Pension Fund - To account for the assets held in trust for the fire pension defined benefit plan.

Financial Policies

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

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

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

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

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

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

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

The City will annually prepare a Five-year Forecast for the General Fund. The forecast will include estimated operating costs, revenues, and future capital improvements. The City uses trend analysis for all revenues and expenditures in forecasting and allows for adjustments due to expected increases in services.

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

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

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

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

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

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

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

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

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

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

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

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

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

Investment Policy - The City has established an investment policy as adopted in Resolution 2907. The City will comply with all applicable Florida Statutes guiding investment policies of local governments and the current Investment Policy of the City of Sanford.

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

The investment objectives are: 1) protection of investment principal, 2) liquidity to meet anticipated cash flows, 3) attainment of a market rate of return 4) diversification to avoid incurring unreasonable market risks, and 5) conformance with all applicable City policies and State and Federal regulations.

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

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

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

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

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

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

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

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

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

The City has adopted a Capital Asset Policy Number 2.2.

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

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

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



CITY OF
SANFORD
FLORIDA

Citywide Budget

- **Citywide Budget**
- **Fund Balance Analysis**
- **Budget Summaries**
- **FTE's Citywide**

2022 Citywide Budget

	<i>General Fund</i>	<i>Special Revenue</i>	<i>Debt Service</i>	<i>Capital Projects</i>
Use of Fund Balance	\$ -	\$ 743,644	\$ -	\$ -
Estimated Revenues				
Taxes				
Property (Ad Valorem)	\$ 27,322,414	\$ -	\$ -	\$ -
Utility and Other Taxes	12,709,144	4,976,811	-	-
Business Tax	617,302	-	-	-
Other General Tax	32,383	-	-	-
Permits and Special Assessments	15,172	5,416,086	-	-
Intergovernmental	6,835,964	1,850,575	-	-
Charges for Services	3,222,396	71,356	-	6,437
Fines and Forfeitures	193,730	9,500	-	-
Other Revenues	3,054,712	161,150	-	116
Total Revenues	54,003,217	12,485,478	-	6,553
Transfers In	-	61,859	1,681,412	3,011,122
Debt Proceeds	-	-	-	824,000
Total Revenues and Other Sources	54,003,217	12,547,337	1,681,412	3,841,675
Total Revenues, Transfers, and Balances	\$ 54,003,217	\$ 13,290,981	\$ 1,681,412	\$ 3,841,675
Expenditures				
General Government	\$ 8,678,720	\$ 2,120,359	\$ -	\$ 843,650
Public Safety	28,686,476	251,869	1,681,412	1,756,678
Physical Environment	2,042,623	133,215	-	329,000
Transportation	1,475,826	4,657,430	-	187,000
Economic Environment	541,900	635,985	-	-
Human Services	141,498	1,209,590	-	-
Culture and Recreation	6,884,125	269,499	-	718,794
Total Expenditures/Expenses	48,451,168	9,277,947	1,681,412	3,835,122
Transfers Out	4,814,393	-	-	-
Other Uses	315,000	-	-	-
Total Expenditures and Other Uses	53,580,561	9,277,947	1,681,412	3,835,122
Addition to Reserve (Fund Balance)	422,656	4,013,034	-	6,553
Total Appropriations and Reserves	\$ 54,003,217	\$ 13,290,981	\$ 1,681,412	\$ 3,841,675

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

2022 Citywide Budget

	<i>Enterprise Fund</i>	<i>CRA Component</i>	<i>Internal Service</i>	<i>Total</i>
Use of Fund Balance	\$ 15,524,692	\$ 110,000	\$ 432,001	\$ 16,810,337
Estimated Revenues				
Taxes				
Property (Ad Valorem)	\$ -	\$ 990,886	\$ -	\$ 28,313,300
Utility and Other Taxes	-	-	-	17,685,955
Business Tax	-	-	-	617,302
Other General Tax	-	-	-	32,383
Permits and Special Assessments	2,850,000	-	-	8,281,258
Intergovernmental	12,600	659,477	-	9,358,616
Charges for Services	40,500,272	-	10,844,996	54,645,457
Fines and Forfeitures	-	-	-	203,230
Other Revenues	558,842	3,152	170,292	3,948,264
Total Revenues	43,921,714	1,653,515	11,015,288	123,085,765
Transfers In	1,100,000	-	-	5,854,393
Debt Proceeds	-	-	-	824,000
Total Revenues and Other Sources	45,021,714	1,653,515	11,015,288	129,764,158
Total Revenues, Transfers, and Balances	\$ 60,546,406	\$ 1,763,515	\$ 11,447,289	\$ 146,574,495
Expenditures				
General Government	\$ -	\$ -	\$ -	\$ 11,642,729
Public Safety	-	-	-	32,376,435
Physical Environment	58,758,126	-	-	61,262,964
Transportation	-	-	-	6,320,256
Economic Environment	-	1,037,988	-	2,215,873
Human Services	-	-	-	1,351,088
Culture and Recreation	-	-	-	7,872,418
Total Expenditures/Expenses	58,758,126	1,037,988	-	123,041,763
Transfers Out	1,100,000	725,527	-	6,639,920
Other Uses	-	-	11,393,747	11,708,747
Total Expenditures and Other Uses	59,858,126	1,763,515	11,393,747	141,390,430
Addition to Reserve (Fund Balance)	688,280	-	53,542	5,184,065
Total Appropriations and Reserves	\$ 60,546,406	\$ 1,763,515	\$ 11,447,289	\$ 146,574,495

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

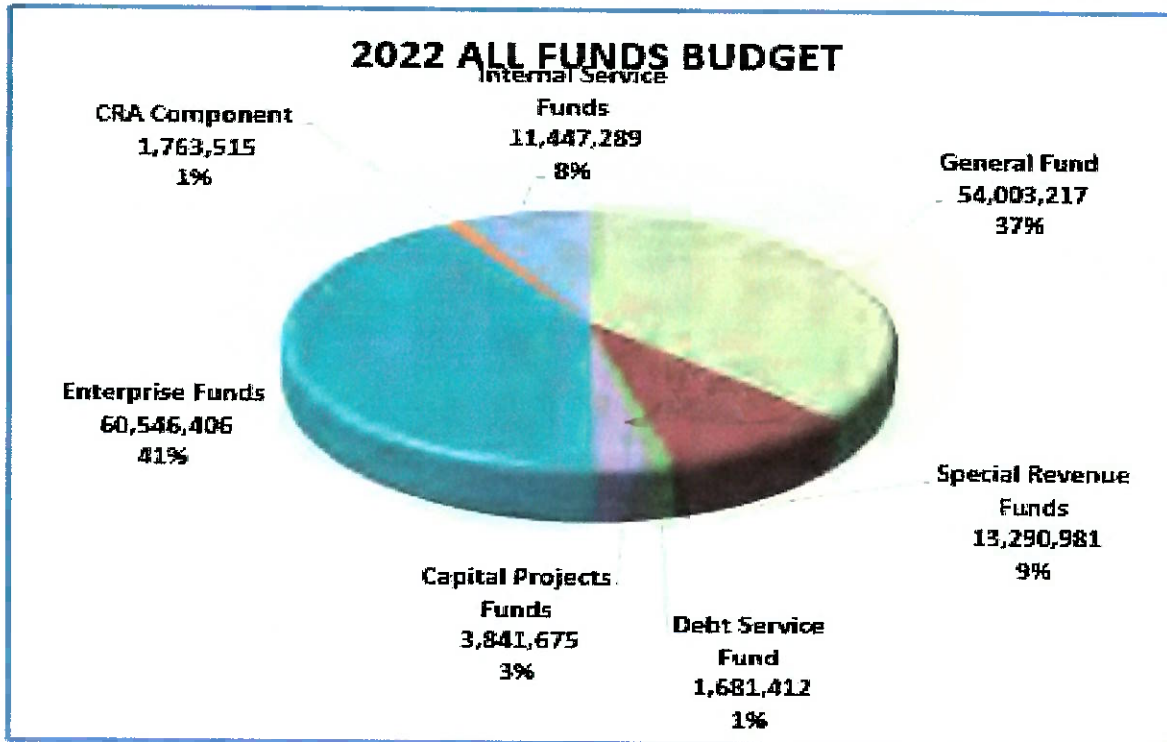
Changes in Fund Balance Analysis

	Actual Balance as of 9/30/20	Estimated Revenues 2020-21	Estimated Expenditures 2020-21	Net Change	Estimated Balance 9/30/21	Budgeted Revenues 2021-22	Budgeted Expenditures 2021-22	Net Change	Estimated Balance 9/30/22	
General Fund	28,731,571	50,841,089	(50,204,863)	636,226	29,367,797	54,003,217	(53,580,561)	422,656	29,790,453	1%
2nd Dollar Fund	74,354	12,500	(45,000)	(32,500)	41,854	9,860	(45,000)	(35,140)	6,714	-84%
Law Enforcement Trust Fund	128,166	13,600	(37,100)	(23,500)	104,666	7,496	(29,500)	(22,004)	82,662	-21%
LIHEAP	61,253	1,172,391	(1,172,391)	0	61,253	1,209,590	(1,209,590)	0	61,253	0%
Local Option Gas Tax Fund	1,823,690	1,076,079	(1,244,170)	(168,091)	1,655,599	1,111,756	(1,796,930)	(685,174)	970,425	-41%
Impact Fee Funds	2,513,279	363,000	(313,511)	49,489	2,562,768	1,402,234	(446,868)	955,366	3,518,134	37%
Building Fund	6,475,978	1,733,560	(1,730,199)	3,361	6,479,339	4,116,298	(2,120,359)	1,995,939	8,475,278	31%
CRA Fund	382,120	1,504,445	(1,504,445)	0	382,120	1,653,515	(1,873,515)	(220,000)	162,120	-58%
3rd Generation Fund	9,257,745	3,949,014	(5,327,988)	(1,378,974)	7,878,771	3,920,903	(2,860,500)	1,060,403	8,939,174	13%
Cemetery Fund	66,597	127,945	(127,945)	0	66,597	133,215	(133,215)	0	66,597	0%
Solid Waste Fund	131,368	6,774,767	(6,840,454)	(65,687)	65,681	6,857,962	(6,842,382)	15,580	81,261	24%
Stormwater Fund	38,172,229	6,446,284	(4,375,890)	2,070,394	40,242,623	6,106,321	(9,624,505)	(3,518,184)	36,724,439	-9%
Water and Wastewater Fund	173,215,272	30,475,510	(47,546,886)	(17,071,376)	156,143,896	32,057,431	(43,391,239)	(11,333,808)	144,810,088	-7%

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.

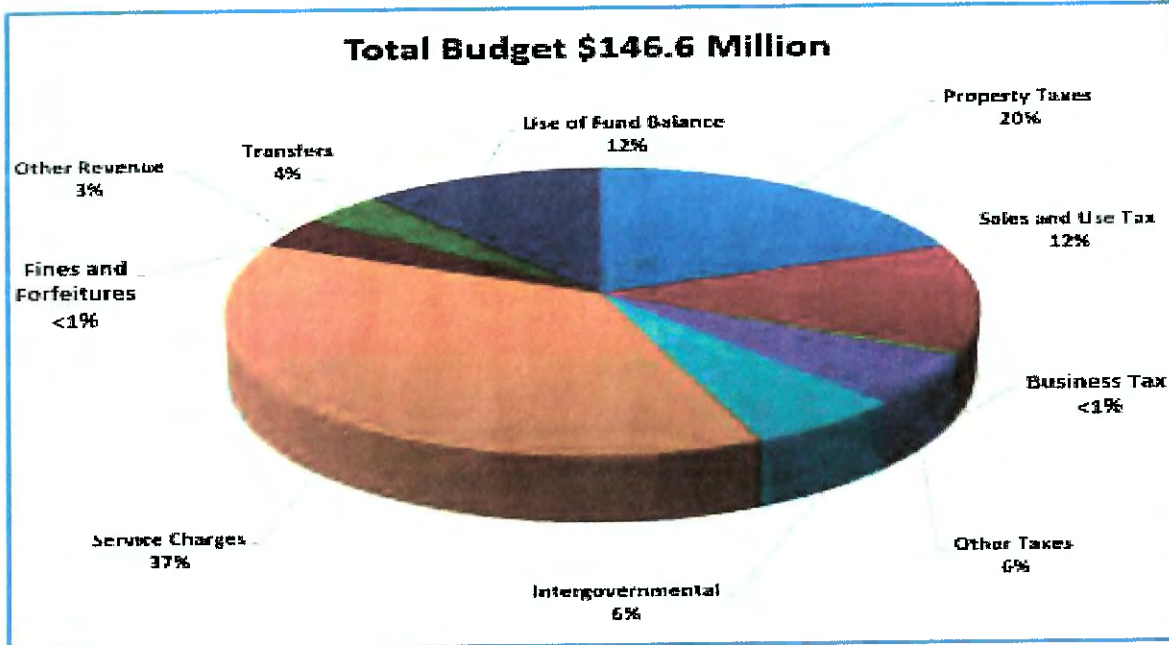
The 2nd Dollar Fund and the Law Enforcement Trust Funds are decreasing more than 10% due to a decline in anticipated revenues and thus the use of fund balance to cover expenditures and does not have an anticipated impact on future budgets. The Local Option GAS Tax Fund is a planned use of reserves for ongoing capital projects. The Impact Fee Funds, Building Funds, 3rd Generation Funds are planned savings for future projects. The CRA fund is aging out, and the Solid Waste Fund is minute.

FY 2022 Budget \$146,574,495

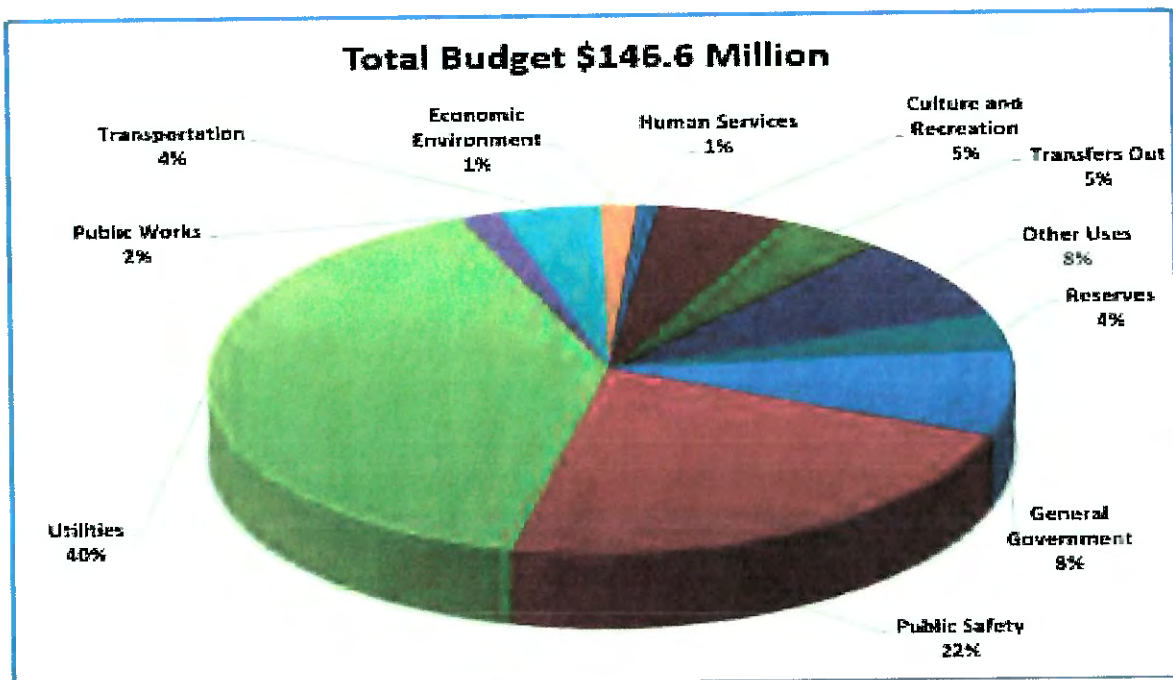


Citywide Budget Summaries

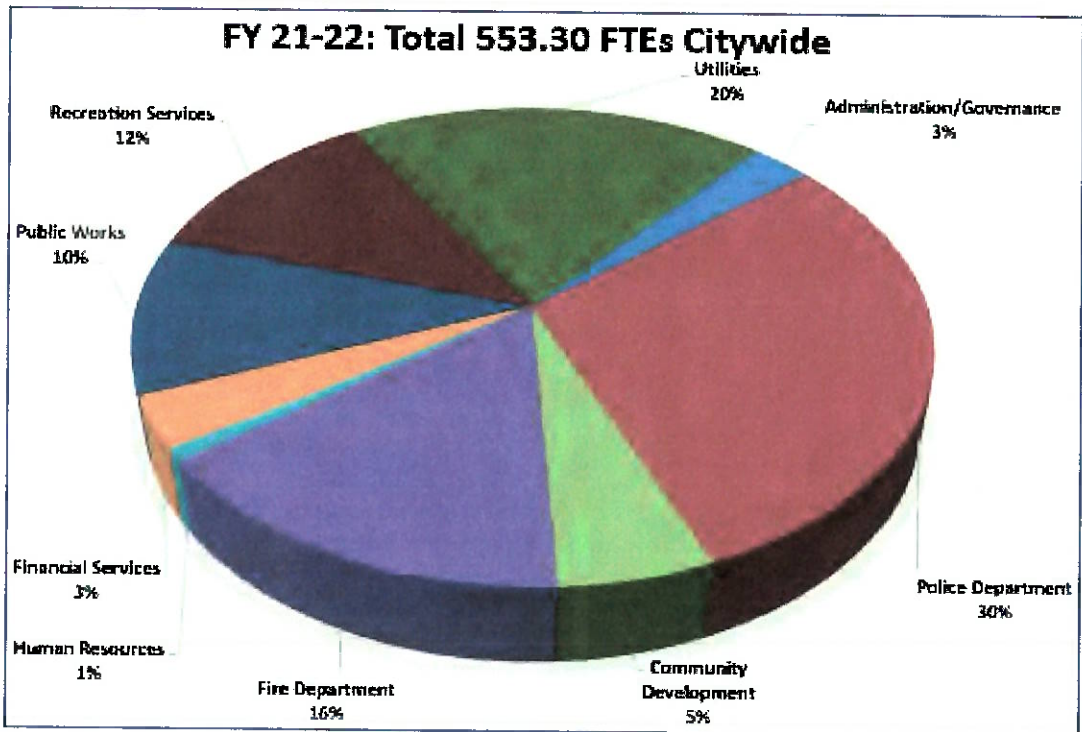
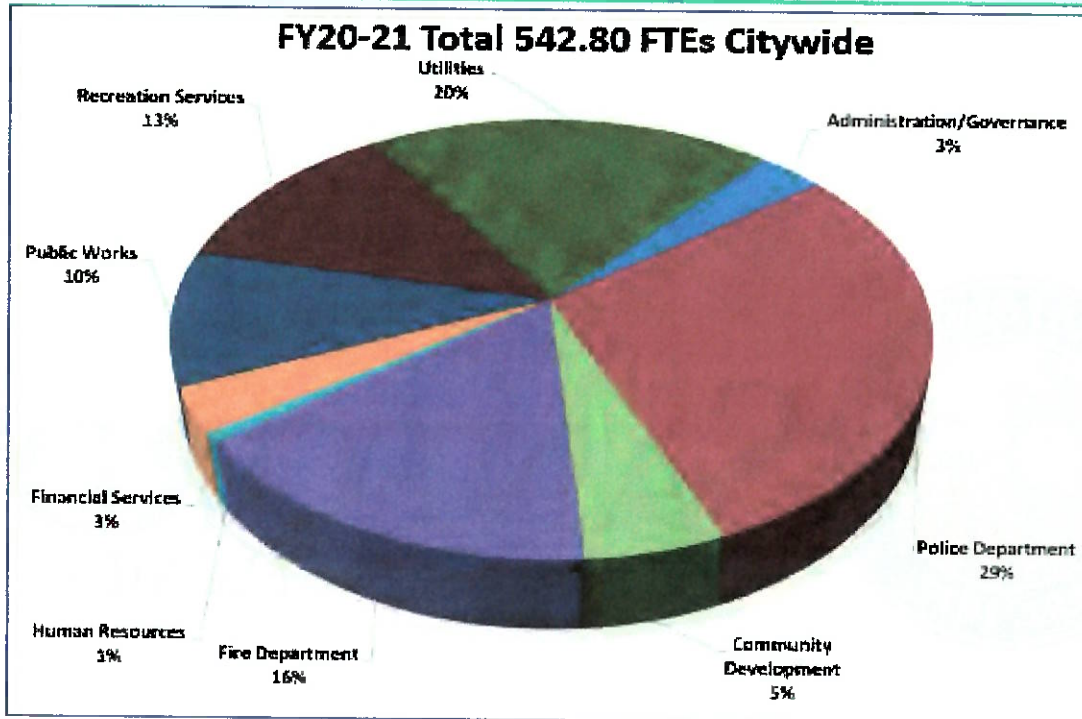
Revenues



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**



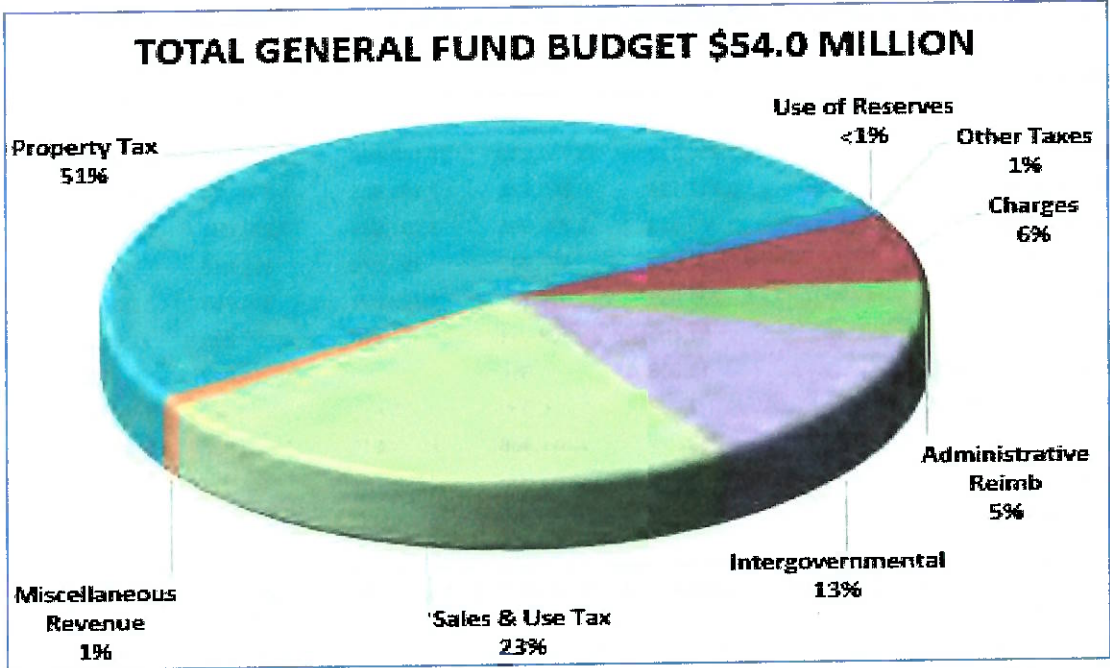
CITY OF
SANFORD
FLORIDA

General Fund Budget Summary

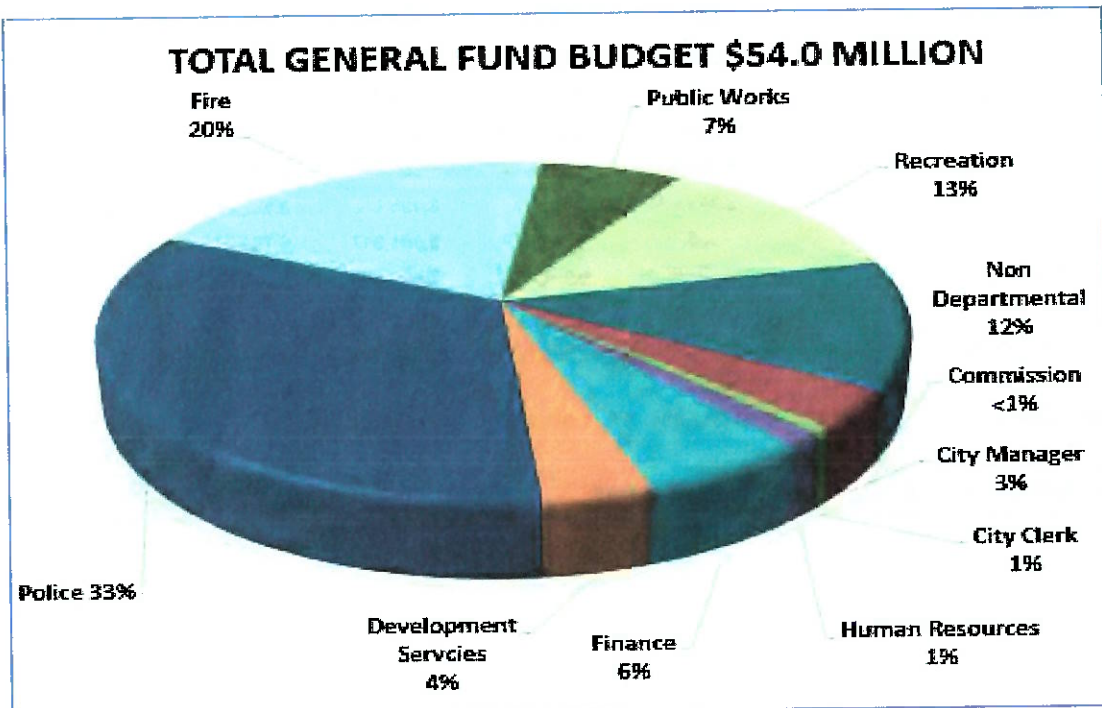
General Government Fund	2018 Actual	2019 Actual	2020 Actual	2021 Budget	2022 Budget
Revenues					
Taxes	33,268,822	35,101,230	37,148,048	38,905,866	40,696,415
Intergovernmental	6,717,124	6,273,774	7,194,985	5,854,324	6,835,964
Charges for Services	3,845,823	3,296,055	3,791,988	3,298,884	3,222,396
Fines and Forfeitures	244,621	187,842	390,078	194,047	193,730
Interest	269,357	1,017,103	1,279,691	148,765	87,918
Rents and Royalties	61,400	62,641	64,376	59,260	64,279
Disposition of Property	13,308	17,684	-	14,000	14,000
Contributions and Donations	2,998	6,500	5,604	5,936	3,263
Other	2,333,307	2,517,488	2,581,618	2,360,007	2,885,252
Transfers	3,650	84,000	-	-	-
Use of Fund Balance	-	-	-	-	-
Total Revenues	\$ 46,760,410	\$ 48,564,317	\$ 52,456,388	\$ 50,841,089	\$ 54,003,217
Expenditures					
Commission	360,846	232,581	438,633	160,042	209,756
City Manager	1,584,394	1,677,425	1,675,662	1,955,771	1,925,472
City Clerk	319,591	308,811	328,584	324,902	361,562
Human Resources	464,045	448,981	516,664	539,424	672,323
Finance	2,538,144	2,522,886	2,614,652	2,728,929	3,109,810
Development Services	1,556,171	1,586,986	1,684,537	1,818,607	2,012,934
Police	15,430,219	16,087,654	17,288,760	17,442,042	17,990,767
Fire	9,056,831	9,314,426	9,560,997	10,075,027	10,695,709
Public Works	3,243,394	3,132,650	3,195,889	3,269,983	3,638,147
Recreation	4,966,704	5,351,477	5,061,317	5,791,776	6,884,125
Non Departmental	4,892,607	6,230,544	7,469,158	6,734,586	6,357,776
Total Expenditures	\$ 44,412,946	\$ 46,894,421	\$ 49,834,853	\$ 50,841,089	\$ 53,858,381
Surplus/(Deficit)	\$ 2,347,464	\$ 1,669,896	\$ 2,621,535	-	\$ 144,836
Total Appropriation and Reserves	\$ 46,760,410	\$ 48,564,317	\$ 52,456,388	\$ 50,841,089	\$ 54,003,217

General Fund Budget Summaries

Revenues



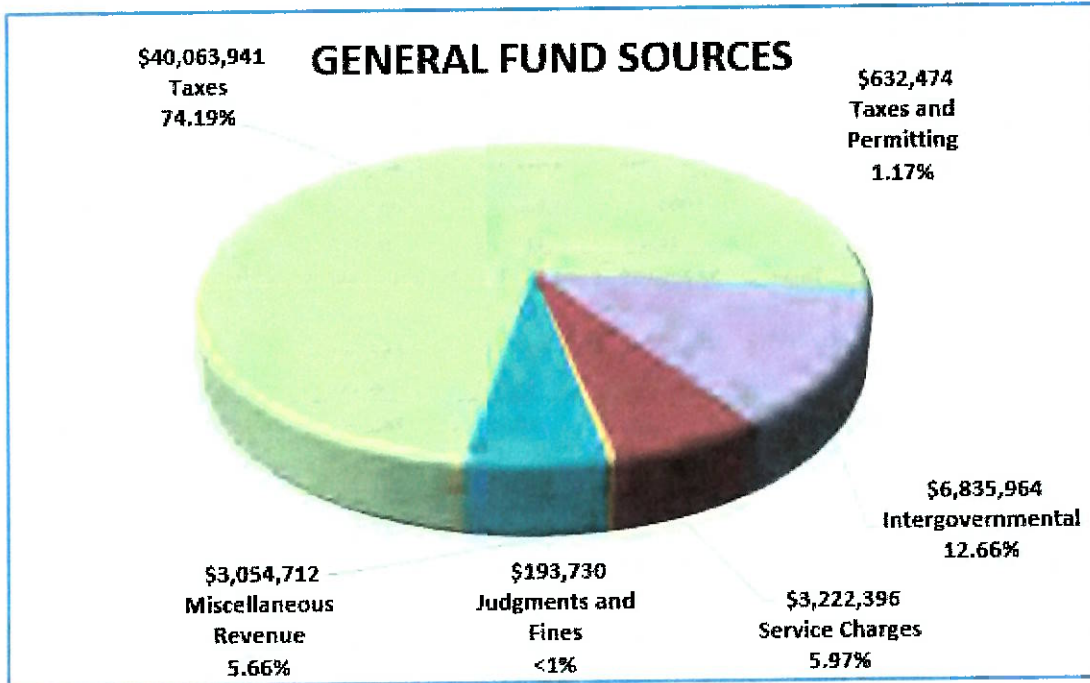
Expenditures



General Fund Sources

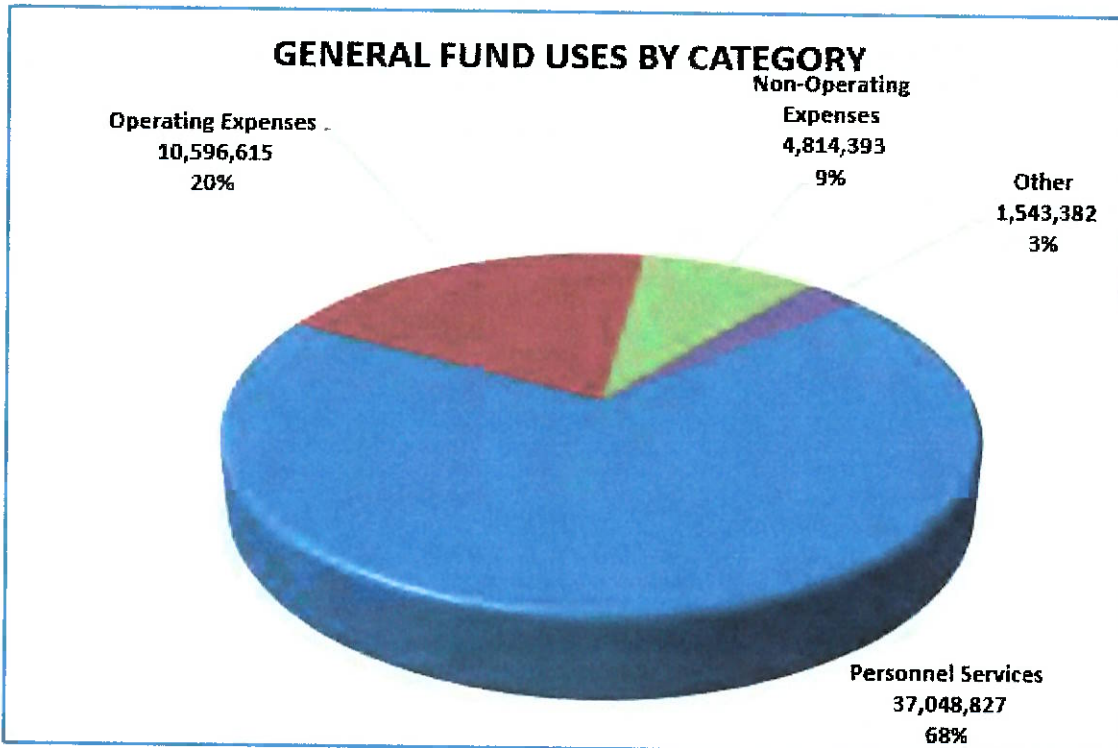
<i>Sources</i>	<i>2018 Actual</i>	<i>2019 Actual</i>	<i>2020 Actual</i>	<i>2021 Budget</i>	<i>2022 Budget</i>
Property Taxes	\$ 19,741,400	\$ 21,234,990	\$ 23,535,658	\$ 25,348,309	\$ 27,322,414
Franchise Fees	4,981,823	5,116,536	4,849,679	5,036,336	4,760,227
Utility Service Tax	5,756,734	5,911,765	5,863,127	5,804,144	5,772,655
Communication Service Tax	2,065,212	1,980,006	2,092,025	1,940,849	2,176,262
Other General Tax	13,870	111,472	64,177	23,543	32,383
Total Taxes	\$ 32,559,039	\$ 34,354,769	\$ 36,404,666	\$ 38,153,181	\$ 40,063,941
Business Tax Receipts	\$ 645,003	\$ 627,958	\$ 687,048	\$ 620,462	\$ 617,302
Building Permits	64,780	118,503	56,334	132,223	15,172
Total Taxes and Permits	\$ 709,783	\$ 746,461	\$ 743,382	\$ 752,685	\$ 632,474
Federal Grants	\$ 306,033	\$ 24,832	\$ 1,032,939	\$ 241,297	\$ -
State Grants	38,708	18,567	47,351	31,700	-
State Shared Revenue	6,323,991	6,177,275	6,074,194	5,534,823	6,788,098
Local Grants	7,192	8,785	7,183	6,922	6,640
County Shared Revenue	41,201	44,315	33,491	39,582	41,226
Total Intergovernmental	\$ 6,717,125	\$ 6,273,774	\$ 7,195,158	\$ 5,854,324	\$ 6,835,964
Payment in Lieu of Taxes	\$ 4,022	\$ 4,375	\$ 5,407	\$ 5,407	\$ 5,527
General Government	543,694	544,412	492,613	339,562	473,564
Public Safety	2,848,461	2,307,861	2,939,863	2,597,979	2,493,524
Physical Environment	104,349	58,394	130,039	60,849	13,855
Transportation	955	-	-	-	-
Culture and Recreation	344,342	381,013	224,066	295,087	235,926
Total Service Charges	\$ 3,845,823	\$ 3,296,055	\$ 3,791,988	\$ 3,298,884	\$ 3,222,396
Fines and Forfeitures	\$ 115,745	\$ 101,519	\$ 67,744	\$ 107,742	\$ 67,719
Violations of Local Ordinances	128,876	86,323	322,334	86,305	126,011
Total Judgments and Fines	\$ 244,621	\$ 187,842	\$ 390,078	\$ 194,047	\$ 193,730
Interest	\$ 269,357	\$ 1,017,103	\$ 1,279,691	\$ 148,765	\$ 87,918
Rents and Royalties	61,400	62,641	64,376	59,260	64,279
Disposition of Property	13,308	17,684	-	14,000	14,000
Contributions and Donations	2,998	6,500	5,604	5,936	3,263
Other Miscellaneous Revenues	2,333,307	2,517,488	2,581,618	2,360,007	2,885,252
Interfund Transfers	3,650	84,000	-	-	-
Use of Reserves (Fund Balances)	-	-	-	-	-
Total Other Revenues	\$ 2,684,020	\$ 3,705,416	\$ 3,931,289	\$ 2,587,968	\$ 3,054,712
Total Sources	\$ 46,760,411	\$ 48,564,317	\$ 52,456,561	\$ 50,841,089	\$ 54,003,217

General Fund Sources



General Fund Uses

Uses	2018 Actual	2019 Actual	2020 Actual	2021 Budget	2022 Budget
Salary	\$ 20,619,836	\$ 21,068,199	\$ 22,426,320	\$ 23,019,465	\$ 24,903,023
Benefits	9,255,411	10,325,505	10,697,446	10,959,902	12,145,803
Operating	7,589,565	7,286,108	7,296,976	8,190,515	8,358,032
Supplies	1,944,190	1,929,218	1,668,372	2,239,277	2,238,583
Capital	-	-	10,380	-	-
Transfers	3,511,727	5,557,982	6,685,573	4,775,734	4,814,393
Insurance	-	-	-	-	-
CRA Payment	687,213	-	-	-	-
Grants-in-Aid	113,680	58,244	272,548	4,540	6,800
Retiree Obligations	582,285	654,713	675,095	685,430	783,927
Other	109,040	14,454	102,141	966,226	752,656
<i>Total Revenue Over/(Under) Expenditures</i>	-	-	-	-	-
Total Uses	\$ 44,412,947	\$ 46,894,423	\$ 49,834,851	\$ 50,841,089	\$ 54,003,217



General Fund Five Year Forecast

	2022 Budget	2023 Projected	2024 Projected	2025 Projected	2026 Projected
Taxes	\$ 40,696,415	\$ 42,479,580	\$ 44,139,362	\$ 45,802,110	\$ 47,537,047
Intergovernmental	6,835,964	6,374,750	6,468,235	6,569,039	6,676,903
Charges for Services	3,222,396	3,495,596	3,522,839	3,445,365	3,565,387
Fines and Forfeitures	193,730	242,839	258,380	239,082	235,836
Interest	87,918	474,090	408,465	303,982	295,346
Rents and Royalties	64,279	62,602	62,648	62,299	62,848
Disposition of Property	14,000	14,140	14,281	14,424	14,568
Contributions and Donations	3,263	3,636	3,539	3,419	3,189
Other	2,885,252	3,368,495	3,451,794	3,311,681	3,284,900
Transfers	-	-	-	-	-
Total Revenues	\$ 54,003,217	\$ 56,515,728	\$ 58,329,543	\$ 59,751,401	\$ 61,676,024
Personnel Services	\$ 37,048,826	\$ 38,465,730	\$ 39,826,375	\$ 41,153,770	\$ 42,634,179
Operating	10,596,615	13,320,414	13,540,822	13,765,639	13,994,051
Capital Outlay	-	-	-	-	-
Non-Operating Expenses	6,357,776	5,480,195	5,497,138	5,514,420	5,532,948
Total Expenditures	\$ 54,003,217	\$ 57,266,339	\$ 58,864,335	\$ 60,433,829	\$ 62,161,178
Surplus/(Deficit)	\$ -	\$ (750,611)	\$ (534,792)	\$ (682,428)	\$ (485,154)
Surplus/(Deficit) as % of Operating Budget	0.0%	-1.3%	-0.9%	-1.1%	-0.8%

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	2019 Actual	2020 Actual	2021 Budget	2022 Budget
Salaries	\$ 1,010,823	\$ 1,045,320	\$ 1,020,346	\$ 1,131,502
Benefits	379,309	428,320	380,521	493,349
Operating	701,754	661,021	987,494	957,078
Supplies	72,091	42,015	76,053	59,697
Other	54,848	266,200	300	-
Total	\$ 2,218,825	\$ 2,442,876	\$ 2,464,714	\$ 2,641,626

Funding Source	2019 Actual	2020 Actual	2021 Budget	2022 Budget
Total	2,218,825	2,442,876	2,464,714	2,641,626
Total	\$ 2,218,825	\$ 2,442,876	\$ 2,464,714	\$ 2,641,626

Administration and Governance as a percentage of General Fund

4.9%



CITY COMMISSION

Citizens Of Sanford

Mayor/Commissioner



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 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	2019 Actual	2020 Actual	2021 Budget	2022 Budget
Salaries	\$ 106,638	\$ 107,536	\$ 109,898	\$ 109,920
Benefits	34,819	42,348	29,918	50,534
Operating	29,691	20,561	38,586	41,762
Supplies	6,585	1,986	5,340	7,840
Other	54,848	266,200	300	-
Total \$	232,581	\$ 438,631	\$ 184,042	\$ 210,056

Funding Source				
Total	232,581	438,631	184,042	210,056
Total \$	232,581	\$ 438,631	\$ 184,042	\$ 210,056

Our Accomplishments for 2020-21

- ❖ Adopted 51 ordinances and 94 resolutions in order to improve the quality of life of the residents.

Goals and Objectives for 2021-22

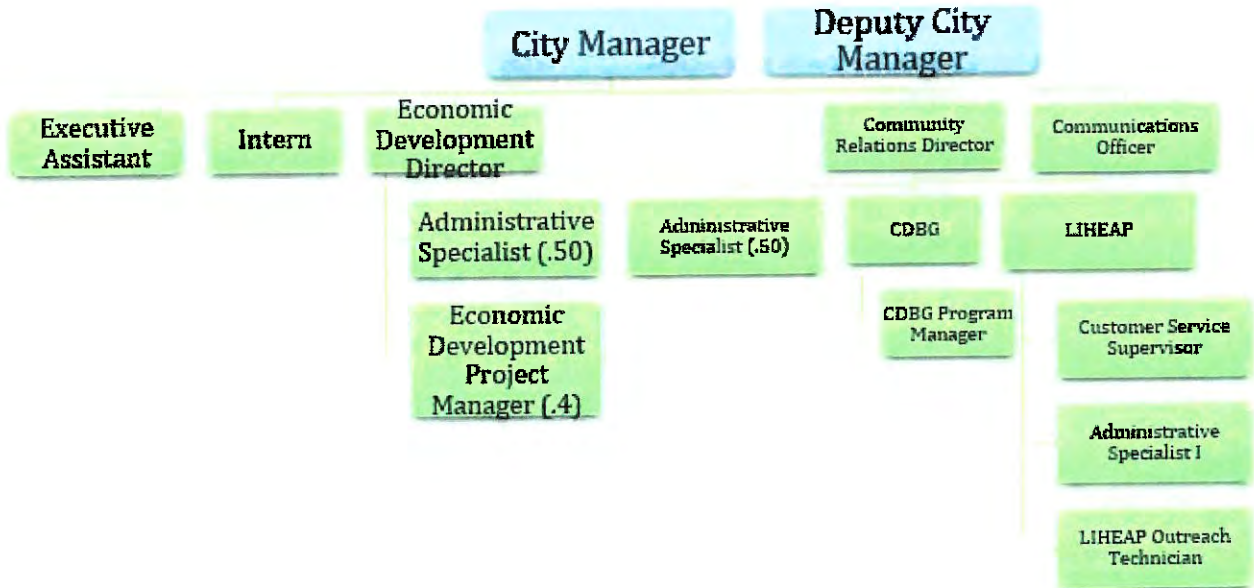
- ❖ To meet the needs and concerns of the residents and businesses of the City of Sanford with effective representation and legislation.

City Commission Performance Measures				
Activity	Actual 2018-2019	Actual 2019-2020	Expected 2020-2021	Proposed 2021-2022
Ordinances Adopted	43	51	50	50
Resolutions Approved	64	94	70	70

City Commission

Account	Description	2018 Actual	2019 Actual	2020 Actual	2021 Budget	2022 Budget
Personnel Services						
001-0101-511.11-00	Executive Salaries	44,582	102,638	103,936	105,098	106,320
001-0101-511.12-06	Reg Salaries - Opt Out Health Insurance	4,800	4,000	3,600	4,800	3,600
001-0101-511.15-01	Special Pay	32,815	-	-	-	-
001-0101-511.21-00	FICA/Medicare Taxes	5,484	7,379	7,522	8,439	8,441
001-0101-511.22-01	Retirement Contributions - FRS	3,589	8,541	9,294	9,282	11,995
001-0101-511.23-00	Medical Insurance	10,612	18,252	24,907	11,256	29,152
001-0101-511.23-02	Medical Insurance - Life & ST Disability	391	439	430	704	707
001-0101-511.24-00	Worker's Compensation	92	208	195	237	239
	Subtotal Personnel Services	\$ 102,365	\$ 141,457	\$ 149,884	\$ 139,816	\$ 160,454
Operating						
001-0101-511.31-00	Professional Services	-	-	-	24,000	-
001-0101-511.34-00	Contractual Services	-	-	5,188	-	24,000
001-0101-511.40-00	Travel & Per Diem	1,423	3,563	240	1,500	6,500
001-0101-511.41-00	Communications Services	3,001	2,486	3,301	2,898	1,074
001-0101-511.45-01	Insurance - Operating Liability	710	1,253	1,373	668	668
001-0101-511.47-00	Printing & Binding	110	374	569	200	200
001-0101-511.48-00	Promotional Activities	925	236	44	900	900
001-0101-511.49-00	Other Charges/Obligations	138,998	21,779	9,846	8,420	8,420
001-0101-511.51-00	Office Supplies	-	133	503	-	-
001-0101-511.52-00	Operating Supplies	-	3,242	105	2,000	2,000
001-0101-511.52-05	Operating Supplies - Uniforms	-	235	28	-	-
001-0101-511.54-01	Books/Pubs/Subsc/Memb - Prof Dues	1,450	1,375	1,350	1,565	1,565
001-0101-511.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	525	1,600	-	1,200	3,700
001-0101-511.54-03	Books/Pubs/Subsc/Memb - Subscriptions	-	-	-	575	575
	Subtotal Operating	\$ 147,142	\$ 36,276	\$ 22,547	\$ 43,926	\$ 49,602
Other						
001-0101-511.81-00	Grants	111,338	54,848	266,200	300	-
	Subtotal Other	\$ 111,338	\$ 54,848	\$ 266,200	\$ 300	\$ -
	Total	\$ 360,845	\$ 232,581	\$ 438,631	\$ 184,042	\$ 210,056

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	2019 Actual	2020 Actual	2021 Budget	2022 Budget
Salaries	\$ 440,179	\$ 449,395	\$ 453,546	\$ 460,069
Benefits	158,175	184,030	174,022	197,297
Operating	163,464	156,713	226,062	72,360
Supplies	27,778	23,136	29,561	28,815
Total	\$ 789,596	\$ 813,274	\$ 883,191	\$ 758,541

Funding Source				
Total	789,596	813,274	883,191	758,541
Total	\$ 789,596	\$ 813,274	\$ 883,191	\$ 758,541

Our Accomplishments for 2020-21

- ❖ During the pandemic, the City used innovation and technology to our benefit by providing a seamless-user friendly virtual experience for our customers.
- ❖ City Hall remained open to the public during the pandemic for 10 of the 12 months of the year. Facilities were staffed and continued to provide all public service during the entire pandemic without having any outbreaks.

A small business relief grant program was launched to assist in retaining local jobs and assist in stabilizing the businesses that have been affected. Over 50 impacted businesses received funding.

Goals and Objectives for 2021-22

- ❖ Pursue new and alternative revenue sources.
- ❖ Update, prioritize and develop a 5 year capital improvement and deferred maintenance needs plan.
- ❖ Identify, encourage, and develop outstanding employees and those showing talent, motivation, and potential to provide leadership continuity for the future.

City Manager Performance Measures				
Activity	Actual 2018-2019	Actual 2019-2020	Expected 2020-2021	Proposed 2021-2022
% of complaints responded to or actioned within two business days	98%	99%	99%	99%
Unassigned Fund Balance as a % of annual General Fund expenditures	17%	14%	14%	14%
% of Residents who are satisfied or highly satisfied with the quality of City Services	0%	0%	98%	98%
% of Citizens who agree or strongly agree that City staff meet or exceed customer service expectations	0%	0%	99%	99%
Number of Economic Development Advisory Board recommendations adopted and implemented	-	-	3	3

Authorized Positions

Full Time Equivalents	Grade	Funded 2020	Funded 2021	+/-	Funded 2022	Authorized & Unfunded
58127						
City Manager						
City Manager	439	1.00	1.00	-	1.00	-
Deputy City Manager	436	1.00	1.00	-	1.00	-
Public Information Officer	422	1.00	1.00	(1.00)	-	-
Executive Assistant to the City Manager	418	1.00	1.00	-	1.00	-
Administrative Coordinator **	413	-	-	-	-	0.50
Intern		-	-	1.00	1.00	-
Total Full Time Equivalents		4.00	4.00	-	4.00	0.50

City Manager

Account	Description	2018 Actual	2019 Actual	2020 Actual	2021 Budget	2022 Budget
Personnel Services						
001-0102-512.11-00	Executive Salaries	-	-	-	188,073	195,607
001-0102-512.12-00	Regular Salaries & Wages	401,209	424,516	430,834	249,873	221,298
001-0102-512.12-02	Regular Salaries - Additional Pays	14,400	14,463	18,561	14,400	15,042
001-0102-512.12-06	Reg Salaries - Opt Out Health Insurance	1,200	1,200	-	1,200	-
001-0102-512.13-00	Part Time Wages	-	-	-	-	28,122
001-0102-512.21-00	FICA/Medicare Taxes	28,782	28,892	29,963	30,839	28,538
001-0102-512.22-01	Retirement Contributions - FRS	75,672	84,414	92,670	95,807	111,177
001-0102-512.22-06	Retirement Contributions - City Cont 457	6,536	6,818	6,968	9,704	10,092
001-0102-512.23-00	Medical Insurance	32,319	34,681	50,896	33,767	43,728
001-0102-512.23-02	Medical Insurance - Life & ST Disability	2,475	2,531	2,701	2,894	2,792
001-0102-512.24-00	Worker's Compensation	491	839	832	1,011	970
	Subtotal Personnel Services	\$ 563,084	\$ 598,354	\$ 633,425	\$ 627,568	\$ 657,366
Operating						
001-0102-512.31-00	Professional Services	14,000	12,500	5,300	10,000	10,000
001-0102-512.34-00	Other Contractual Services	-	-	-	800	800
001-0102-512.34-21	Other Contractual Services-Lobbying Activity	13,750	20,000	30,000	30,000	30,000
001-0102-512.40-00	Travel & Per Diem	8,682	6,929	10,091	11,887	11,887
001-0102-512.41-00	Communications Services	2,614	2,855	2,757	2,064	2,064
001-0102-512.42-00	Postage & Transportation	182	5,267	5,378	295	295
001-0102-512.44-00	Rentals & Leases	2,129	2,005	1,384	2,129	1,500
001-0102-512.45-01	Insurance - Operating Liability	8,846	9,874	9,983	7,746	6,551
001-0102-512.46-00	Repair & Maintenance Services	3,529	20,462	1,062	3,846	1,196
001-0102-512.47-00	Printing & Binding	2,745	927	10,450	1,380	1,380
001-0102-512.48-00	Promotional Activities	12,232	11,369	7,225	11,500	5,000
001-0102-512.48-01	Promotional Activities-Marketing	32,398	68,324	71,031	143,336	-
001-0102-512.49-00	Other Charges/Obligations	2,900	2,952	2,052	1,079	1,687
001-0102-512.51-00	Office Supplies	1,354	1,186	211	2,320	2,320
001-0102-512.52-00	Operating Supplies	528	3,613	5,715	1,000	2,000
001-0102-512.52-05	Operating Supplies - Uniforms	52	479	-	500	500
001-0102-512.54-01	Books/Pubs/Subsc/Memb - Prof Dues	13,705	11,904	12,132	12,826	11,730
001-0102-512.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	10,013	10,347	5,078	12,715	12,065
001-0102-512.54-03	Books/Pubs/Subsc/Memb - Subscriptions	(383)	199	-	200	200
001-0102-512.55-00	Books/Pubs/Subsc/Memb - Subscriptions	1,000	50	-	-	-
	Subtotal Operating	\$ 130,276	\$ 191,242	\$ 179,849	\$ 255,623	\$ 101,175
	Total	\$ 693,360	\$ 789,596	\$ 813,274	\$ 883,191	\$ 758,541

Communications Office

Role of Communications Office

The Communication Office serves to keep the public and stakeholders informed of city services, programs, and events through effective marketing, communications, media relations and promotional strategies, both digital and print, at the same time managing the City of Sanford's brand.

Summary

Expenditures	2019 Actual	2020 Actual	2021 Budget	2022 Budget
Salaries	\$ -	\$ -	\$ -	\$ 78,633
Benefits	-	-	-	27,340
Operating	-	-	-	129,948
Supplies	-	-	-	3,000
Total \$	\$ -	\$ -	\$ -	\$ 238,921

Funding Source				
Total	-	-	-	238,921
Total \$	\$ -	\$ -	\$ -	\$ 238,921

Our Accomplishments in 2020-21

- ❖ Shared accurate and timely information to residents and visitors throughout the COVID-19 pandemic.
- ❖ Created resident COVID-19 update mailer and mailed to all households.
- ❖ Partnered with the Sanford CRA in the Sanfording Safely successful digital marketing campaign.
- ❖ Launched/promoted Mayor's Virtual Town Hall for Gen Zs and the general public.
- ❖ Created/produced City of Sanford's first veteran's employee recognition video, host of Sanford says, city podcast, book talent, recorded and produced 43 episodes.
- ❖ Created, developed, and launched cities at work, civic pride marketing campaign at City hall.

Goals and Objectives for 2021-22

- ❖ Develop key communications strategies for each city department at City Hall.
- ❖ Promote city services/programs through mission-driven messaging, unconscious bias and creative design techniques.
- ❖ Continue to foster internal and external communication with transparency and access to city information and activities.
- ❖ Support Sanford's diverse community by depicting the City's demographics in our marketing and advertising/continue to communicate with diverse audiences regarding city services/programs.
- ❖ Manage the city's overall brand, understanding perception, value, relevance, and impact.
- ❖ Increase citizen engagement of the city and its services to the public.
- ❖ Continue to increase downloads to city podcast, Sanford says.
- ❖ Continue to increase followers on city social media channels, Facebook, YouTube, Instagram, twitter, and nextdoor.
- ❖ Increase digital media usage/video productions.
- ❖ Develop city store at the Sanford information for city/portion merchandise.

Communications Office Performance Measures

Activity	Actual 2018-2019	Actual 2019-2020	Expected 2020-2021	Proposed 2021-2022
Initiative/accountability	0%	0%	0%	40%
Website metrics	0%	0%	0%	10%
Social media metrics	0%	0%	0%	20%
Podcast Metrics	0%	0%	0%	20%
Meet advertising deadlines	0%	0%	0%	5%

Authorized Positions

Full Time Equivalents	Grade	Funded 2020	Funded 2021	+/-	Funded 2022	Authorized & Unfunded
City Manager-Communications Office						
Public Information Officer	422	-	-	1.00	1.00	-
Total Full Time Equivalents		-	-	1.00	1.00	-

Communications Office

Account	Description	2018 Actual	2019 Actual	2020 Actual	2021 Budget	2022 Budget
Personnel Services						
001-0102-515.12-00	Regular Salaries & Wages	-	-	-	-	78,033
001-0102-515.12-02	Regular Salaries - Additional Pays	-	-	-	-	600
001-0102-515.21-00	FICA/Medicare Taxes	-	-	-	-	5,009
001-0102-515.22-01	Retirement Contributions - FRS	-	-	-	-	7,184
001-0102-515.23-00	Medical Insurance	-	-	-	-	14,576
001-0102-515.23-02	Medical Insurance - Life & ST Disability	-	-	-	-	424
001-0102-515.24-00	Worker's Compensation	-	-	-	-	147
	Subtotal Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ 105,973
Operating						
001-0102-515.31-00	Professional Services	-	-	-	-	15,000
001-0102-515.40-00	Travel & Per Diem	-	-	-	-	6,458
001-0102-515.41-00	Communications Services	-	-	-	-	180
001-0102-515.45-01	Insurance - Operating Liability	-	-	-	-	2,185
001-0102-515.46-00	Repair & Maintenance Services	-	-	-	-	18,000
001-0102-515.47-00	Printing & Blndng	-	-	-	-	1,225
001-0102-515.48-00	Promotional Activities	-	-	-	-	86,900
001-0102-515.51-00	Office Supplies	-	-	-	-	500
001-0102-515.54-01	Books/Pubs/Subsc/Memb - Prof Dues	-	-	-	-	525
001-0102-515.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	-	-	-	-	1,975
	Subtotal Operating	\$ -	\$ -	\$ -	\$ -	\$ 132,948
	Total	\$ -	\$ -	\$ -	\$ -	\$ 238,921

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	2019 Actual	2020 Actual	2021 Budget	2022 Budget
Salaries	\$ 179,111	\$ 172,924	\$ 169,277	\$ 164,112
Benefits	72,632	73,984	68,693	77,635
Operating	166,213	125,288	301,198	290,038
Supplies	32,889	13,367	30,445	10,115
Total \$	450,845	\$ 385,563	\$ 569,613	\$ 541,900

Funding Source				
Total	450,845	385,563	569,613	541,900
Total \$	450,845	\$ 385,563	\$ 569,613	\$ 541,900

Our Accomplishments in 2020-21

- ❖ Sponsored the FLVEC "The Corridor" website.
- ❖ Worked on the supplemental economic or tourism development incentive program ordinance.
- ❖ Successfully extended the contract for project Sanford (formerly Sanford Marketplace).

Goals and Objectives for 2021-22

- ❖ Develop a business visitation program that includes a business survey.
- ❖ Continue to evolve the Sanford message for business recruitment/attraction, including start-ups.
- ❖ Develop a City economic development message that highlights attributes which are not incentive-based, such as talent pipeline and quality of life.
- ❖ Incorporate this message into a next-generation collateral booklet.
- ❖ Develop an online resource for new start-up companies interested in Sanford.
- ❖ Actively engage in planning and developments pre-application process.
- ❖ Encourage development that maximizes the development value of land.
- ❖ Serve as a subject matter expert for city department special projects.
- ❖ Serve as a project leader in regard to development of large parcel holdings in the airport area.

City Manager - Economic Development Performance Measures				
Activity	Actual 2018-2019	Actual 2019-2020	Expected 2020-2021	Proposed 2021-2022
Existing Business Assistance	N/A	N/A	10	18
Existing Business Outreach	N/A	N/A	75	120
Partner Collaboration	N/A	N/A	36	75
Public or other Group Meeting	N/A	N/A	15	50
Business Data/Analysis Request	N/A	N/A	5	15
New Active Projects	N/A	N/A	10	20
Prospective Development	N/A	N/A	38	30

Authorized Positions

Full Time Equivalents	Grade	Funded 2020	Funded 2021	+/-	Funded 2022	Authorized & Unfunded
City Manager-Economic Development						
Economic Development and Promotions Director **	427	1.00	1.00	-	1.00	-
Administrative Coordinator **	413	-	-	-	-	0.50
Economic Development Project Manager	424	0.40	0.40	-	0.40	-
Farmers Market Coordinator (Part-Time)	412	0.15	-	-	-	0.15
Administrative Specialist III **	412	0.50	0.50	-	0.50	-
Total Full Time Equivalents		2.05	1.90	-	1.90	0.65

**Split between funds or departments/divisions

Economic Development

Account	Description	2018 Actual	2019 Actual	2020 Actual	2021 Budget	2022 Budget
Personnel Services						
001-0102-559.12-00	Regular Salaries & Wages	177,879	174,690	168,686	155,970	151,405
001-0102-559.12-02	Regular Salaries - Additional Pays	7,789	4,219	4,238	11,107	11,107
001-0102-559.12-06	Reg Salaries - Opt Out Health Insurance	600	150	-	600	-
001-0102-559.13-00	Part Time Wages	5,698	-	-	-	-
001-0102-559.14-00	Overtime	1,346	52	-	1,600	1,600
001-0102-559.21-00	FICA/Medicare Taxes	14,400	13,469	13,034	12,996	12,350
001-0102-559.22-01	Retirement Contributions - FRS	28,934	29,790	31,643	38,496	36,217
001-0102-559.23-00	Medical Insurance	17,386	27,761	27,724	15,758	27,695
001-0102-559.23-02	Medical Insurance - Life & ST Disability	1,084	1,252	1,260	1,027	974
001-0102-559.24-00	Worker's Compensation	227	360	323	416	399
	Subtotal Personnel Services	\$ 255,343	\$ 251,743	\$ 246,908	\$ 237,970	\$ 241,747
Operating						
001-0102-559.31-00	Professional Services	13,097	25,100	23,156	25,000	37,237
001-0102-559.34-00	Other Contractual Services	-	23,705	10,661	39,000	24,000
001-0102-559.40-00	Travel & Per Diem	8,140	3,397	121	8,100	4,538
001-0102-559.41-00	Communications Services	1,166	1,501	1,390	1,511	1,511
001-0102-559.42-00	Postage & Transportation	615	157	13	200	200
001-0102-559.43-00	Utility Services	139	-	-	139	139
001-0102-559.45-01	Insurance - Operating Liability	4,255	3,992	4,236	1,809	3,278
001-0102-559.46-00	Repair & Maintenance Services	1,400	7,350	15,857	3,800	2,000
001-0102-559.47-00	Printing & Binding	7,698	1,375	564	7,604	5,000
001-0102-559.48-00	Promotional Activities	112,553	98,171	68,315	210,635	210,635
001-0102-559.49-00	Other Charges/Obligations	1,893	1,465	975	3,400	1,500
001-0102-559.51-00	Office Supplies	484	345	112	400	400
001-0102-559.52-00	Operating Supplies	251	16,171	-	-	-
001-0102-559.52-05	Operating Supplies - Uniforms	193	73	-	250	250
001-0102-559.54-01	Books/Pubs/Subsc/Memb - Prof Dues	5,545	8,595	11,230	7,375	7,375
001-0102-559.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	5,838	4,405	2,025	18,720	1,990
001-0102-559.54-03	Books/Pubs/Subsc/Memb - Subscriptions	98	3,300	-	3,700	100
	Subtotal Operating	\$ 163,365	\$ 199,102	\$ 138,655	\$ 331,643	\$ 300,153
	Total	\$ 418,708	\$ 450,845	\$ 385,563	\$ 569,613	\$ 541,900

CRA Fund

The Economic Development division also oversees the Sanford Community Redevelopment Agency Fund (CRA). The CRA was established to report the financial activities related to the redevelopment of downtown and the Lake Monroe Waterfront using TIF funds. The CRA budget for 2022 is \$1,763,515.

Authorized Positions

Full Time Equivalents	Grade	Funded 2020	Funded 2021	+/-	Funded 2022	Authorized & Unfunded
CRA						
Police Officer	205	2.00	2.00	-	2.00	-
Purchasing Manager **	425	0.03	0.03	-	0.03	-
Economic Development Project Manager	424	0.60	0.60	-	0.60	-
Project Manager **	423	0.15	0.15	-	0.15	-
Maintenance Worker, Lead	307	1.00	1.00	-	1.00	-
Total Full Time Equivalents		3.78	3.78	-	3.78	-

**Split between funds or departments/divisions

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

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	2019 Actual	2020 Actual	2021 Budget	2022 Budget
Salaries	\$ 94,223	\$ 108,387	\$ 90,136	\$ 101,540
Benefits	30,607	36,347	23,672	38,119
Operating	70,568	19,166	62,818	64,647
Supplies	1,630	1,099	4,090	4,090
Total	\$ 197,028	\$ 164,999	\$ 180,716	\$ 208,396

Funding Source				
Total	197,028	164,999	180,716	208,396
Total	\$ 197,028	\$ 164,999	\$ 180,716	\$ 208,396

Our Accomplishments in 2020-21

- ❖ Submitted CDBG Annual Action Plan and CAPER on Time.
- ❖ Secured T.A. from HUD to assist with preparing for closeout of NSP-3 program in 2021.
- ❖ Completed 8 immediate needs houses, 4 reconstructed houses in process.
- ❖ In collaboration with economic development created the small business relief grant program and awarded 51 grants.
- ❖ Code Enforcement facilitated the donation of one property to Habitat for Humanity to build low-income homes increasing homeownership, and completed 2 homes for low-income homebuyers in Sanford.
- ❖ Continued implementation of the Goldsboro Choice Neighborhood initiative transformation planning.
- ❖ Continued to facilitate the Homeless Task Force and increase services to the chronic homeless in the City.

- ❖ Successfully conferred the ownership and continuation of the Homeless Information card to another agency.
- ❖ Established the Race, equality, equity, and inclusion advisory committee.
- ❖ Established LIHEAP office in Casselberry and case worker position.

Goals and Objectives for 2021-22

- ❖ Remain compliant with HUD/CDBG/NSP/LIHEAP and DEO program guidelines and policy.
- ❖ Accomplish Goals and Objectives in CDBG and LIHEAP Annual Action Plans.
- ❖ Address Homelessness in the 2020-2021 Annual Action Plan.
- ❖ Continue to collaborate with Seminole County and affordable housing organizations to support the development of more affordable housing in Sanford.
- ❖ Continue implementation of Goldsboro Choice Neighborhood Transformation Plan.
- ❖ Implement Action Plan for My Brother's Keeper.

City Manager - Community Relations Performance Measures

Activity	Actual 2018-2019	Actual 2019-2020	Expected 2020-2021	Proposed 2021-2022
Supervise CDBG/NSP programs	Study Completed	N/A	Conduct regular staff meeting accomplish goals	Conduct regular staff meeting accomplish goals
Submit CDBG Annual Action Plan	Sale 2 Donated units	N/A	Action Plan and CAPER submitted on time	Action Plan and CAPER submitted on time
Action Plan to address homelessness	4 QPR's	N/A	Strategic approach to addressing homelessness	Strategic approach to addressing homelessness
Supervise LIHEAP Program	11 comp/1 foreclosure	N/A	Conduct regular staff meeting accomplish goals	Conduct regular staff meeting accomplish goals
Submit LIHEAP Annual Report and Budget	1	N/A	Annual budget and QPR submitted on time	Annual budget and QPR submitted on time
Affordable Housing	0 ED grants/Revise	N/A	Participate on the Obtainable Housing Task Force	Participate on the Obtainable Housing Task Force
Goldsboro Choice Neighborhood Plan	Complete project GT	N/A	Facilitate meetings with SHA and GFPC	Facilitate meetings with SHA and GFPC
My Brothers Keeper Action Plan	300/Youth	N/A	Review and update	Review and update
MBK Job Fair	N/A	N/A	In partnership with CareerSource conduct 1 fair	In partnership with CareerSource conduct 1 fair
MBK Youth Job Readiness Workshop	15 Houses	N/A	Identify a partner and conduct 1 workshop	Identify a partner and conduct 1 workshop
MBK State Attorney Annual Conference	7 Houses	N/A	Sponsor 10 youth	Sponsor 10 youth
MBK Boys to Men Annual Banquet	1 House	N/A	one banquet for 150 father and sons	one banquet for 150 father and sons
MBK Mentor Leadership Sessions	0	N/A	Conduct 6 session	Conduct 6 session
MBK Create & Maintain Mentor Pool	1	N/A	Recruit a pool of 200 mentors	Recruit a pool of 100 mentors
Update MBK Webpage	50 Youth	N/A	Update webpage	Maintain updated webpage
MBK Paid Internship Program	50 Youth	N/A	N/A	N/A
MBK Youth Summit	100 Youth	N/A	conduct 2 summits reaching 200 youth	conduct 2 summits reaching 200 youth
Create MBK Signature event	Establish Advisory BD	N/A	5K Run	5K Run
Promote inclusion, diversity and equality	N/A	N/A	Participate in 5 cultural events	Participate in 5 cultural events
Westside mentoring program	Implement Program	N/A	software program to monitor youth participation	software program to monitor youth participation
Strengthen Community Resiliency	Maintain Task Force	N/A	Continue affiliation with DCP	Continue affiliation with DCP
Youth Employment and Leadership Academy	N/A	N/A	N/A	Employ 15 youth in the YELDA program

Authorized Positions

Full Time Equivalents	Grade	Funded 2020	Funded 2021	+/-	Funded 2022	Authorized & Unfunded
City Manager-Community Relations						
Community Relations and Neighborhood						
Engagement Director **	427	0.75	0.78	-	0.78	-
Administrative Specialist III **	412	0.50	0.50	-	0.50	-
Total Full Time Equivalents		1.25	1.28	0	1.28	0

**Split between funds or departments/divisions

Community Relations

Account	Description	2018 Actual	2019 Actual	2020 Actual	2021 Budget	2022 Budget
Personnel Services						
001-0102-569.12-00	Regular Salaries & Wages	91,411	93,421	107,787	87,504	99,472
001-0102-569.12-02	Regular Salaries - Additional Pays	600	600	600	432	468
001-0102-569.12-06	Reg Salaries - Opt Out Health Insurance	600	150	-	600	-
001-0102-569.14-00	Overtime	1,346	52	-	1,600	1,600
001-0102-569.21-00	FICA/Medicare Taxes	7,093	7,065	8,150	6,921	7,557
001-0102-569.22-01	Retirement Contributions - FRS	7,444	7,779	9,559	7,870	11,052
001-0102-569.23-00	Medical Insurance	10,131	14,944	17,665	8,104	18,658
001-0102-569.23-02	Medical Insurance - Life & ST Disability	604	629	722	575	630
001-0102-569.24-00	Worker's Compensation	110	190	251	202	222
	Subtotal Personnel Services	\$ 119,339	\$ 124,830	\$ 144,734	\$ 113,808	\$ 139,659
Operating						
001-0102-569.31-00	Professional Services	-	-	11,113	-	-
001-0102-569.34-00	Other Contractual Services	32,692	62,099	-	46,700	46,700
001-0102-569.40-00	Travel & Per Diem	4,763	6,431	3,450	5,232	5,232
001-0102-569.41-00	Communications Services	1,384	958	1,385	1,177	1,477
001-0102-569.42-00	Postage & Transportation	-	42	151	100	160
001-0102-569.45-01	Insurance - Operating Liability	-	-	-	1,809	3,278
001-0102-569.46-00	Repair & Maintenance Services	50	-	-	800	800
001-0102-569.47-00	Printing & Binding	50	-	-	-	-
001-0102-569.48-00	Promotional Activities	599	447	1,542	500	500
001-0102-569.49-00	Other Charges/Obligations	191	591	1,525	6,500	6,500
001-0102-569.51-00	Office Supplies	226	354	321	250	250
001-0102-569.52-00	Operating Supplies	2,659	-	-	-	-
001-0102-569.52-05	Operating Supplies	95	151	-	150	150
001-0102-569.54-01	Books/Pubs/Subsc/Memb - Prof Dues	-	-	-	1,665	1,665
001-0102-569.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	220	1,125	778	2,025	2,025
001-0102-569.54-03	Books/Pubs/Subsc/Memb - Subscriptions	27	-	-	-	-
	Subtotal Operating	\$ 42,956	\$ 72,198	\$ 20,265	\$ 66,908	\$ 68,737
	Total	\$ 162,295	\$ 197,028	\$ 164,999	\$ 180,716	\$ 208,396

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 NSP is currently spent down but there is still necessary monitoring going forward.

CDBG Fund

The Community Relations division also oversees the Community Development Block Grant (CDBG). CDBG develops viable communities by providing decent housing and suitable living environments and expanding economic opportunities, principally for people of low and moderate income. The CDBG budget for 2021 is \$500,001.

Authorized Positions

Full Time Equivalents	Grade	Funded 2020	Funded 2021	+/-	Funded 2022	Authorized & Unfunded
Community Relations - CDBG (Grant Funded)						
CDBG Program Manager	422	-	1.00	-	1.00	-
Total Full Time Equivalents		-	1.00	-	1.00	-

**Split between funds or departments/divisions

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

Our Accomplishments in 2020-21

- ❖ Completed 6 minor home repair units, 5 homes are in the queue for demolition and reconstruction.
- ❖ Successfully completed a land swap with habitat to complete a reconstruction project.
- ❖ Expanded the economic development program to assist with job retention and creation.
- ❖ Completed 2 substantial amendments related to the CARES Act funding and created a small business relief grant program which assisted 8 businesses.
- ❖ Expanded public services programs to assist families with health care needs, food distribution, and assistance to those quarantined or shut-ins.
- ❖ Expanded services to the unsheltered homeless living in camps.
- ❖ Funded ASPIRE bay house to provide mental health and supportive services to our homeless population.
- ❖ Funded Glorious Hands academy for young females.
- ❖ Funded childcare services to assist families.
- ❖ Hired two contract employees to operate the CARES act programs and opened the CARES act office creating programs to prevent and respond to evictions and foreclosure.

Goals and objectives for 2021-22

- ❖ Complete 11 minor home repair units.
- ❖ Complete 5 demolition and reconstruction homes.
- ❖ Complete and submit the 5-year consolidated plan and FY 2021-2022 annual action plan.
- ❖ Continue the small business economic development grants program.
- ❖ Continue to fund and support the public service program and Goldsboro Farmers Market.
- ❖ Closeout the NSP-3 program.
- ❖ Collaborate with Seminole County to conduct one (1) home buyers fair.
- ❖ Maintain and expand the contractor/vendor list.
- ❖ Complete and file CAPER on time.
- ❖ Enter information into IDIS in a timely manner and complete drawdowns.

City Manager - CDBG Performance Measures

Activity	Actual 2018-2019	Actual 2019-2020	Expected 2020-2021	Proposed 2021-2022
Conducts Distressed Areas Assessment	Implement Plan	Create a neighborhood revitalization program	Create a neighborhood revitalization program	Create a neighborhood revitalization program
NSP-3 Acquire/Rehab/sale 12 units	Comp Substantial Amend	Completion donation of 2 duplexes	Completion donation of 2 duplexes	Completion donation of 2 duplexes
NSP-3 Administration	4 QPRs	Submit quarterly reports on time	Submit quarterly reports on time	Submit quarterly reports on time
NSP-3 Monitor for Affordability	12 Units	Complete annual monitoring on 12 units	Complete annual monitoring on 12 units	Complete annual monitoring on 12 units
CDBG Annual Action Plan	1	Submit Annual Action Plan by 8/15/2019	Submit CAPER by 12/30/2020	Submit CAPER by 12/30/2022
CDBG Economic Development	4 ED Grants	Complete 4 façade improvement grants on HGB	Complete 4 façade improvement grants on HGB	Continue Economic Development Grants
CDBG Facilities Improvement	Continue St lights	N/A	N/A	N/A
CDBG-Public Services	400 Youth	serve 400 youth	serve 400 youth	serve 400 youth
Increase awareness of CDBG	N/A	publish two newsletters	publish two newsletters	publish two newsletters
CDBG Housing Immediate Needs	10 Houses	5 units completed	6 units completed	11 units completed
SHIP/HOME Rehab/Reconstruct	5 Houses	3 Units	2 Units	5 Units
Affordable housing Rehab/Reconst Habitat	2 Houses	3 Houses	2 Units	2 Units
Affordable housing Disabled Veterans	1 House	1 House	0	0
Homeownership Fair	1 Fair	1 Fair	1 Fair	1 Fair
Goldsboro Farmers Market	N/A	Increase visibility/ website and activity/ vendors	Increase visibility/ website and activity/ vendors	Increase visibility/ website and activity/ vendors
Goldsboro Choice Neighborhood Initiative	Establish Lead Agency	Facilitate meetings with SHA and GFPC	Facilitate meetings with SHA and GFPC	Facilitate meetings with SHA and GFPC
Homeless Services	Day Program	Establish a day center downtown	Establish a day center downtown	Establish a day center downtown
Homeless Information Card	N/A	Publish in spanish and english and distribute	Update in spanish and english and distribute	N/A
Homeless Information and Referral Service	N/A	Establish a call center for homeless services	Establish a call center for homeless services	Establish a call center for homeless services

LIHEAP Division & LIHEAP Fund

The Community Relations division also oversees the Low Income Home Energy Assistance Program (LIHEAP) grant program. LIHEAP provides grants to local governments to assist eligible low-income households in meeting the cost of home heating and cooling. The LIHEAP budget for 2020 is \$1,172,391.

Authorized Positions

Full Time Equivalents	Grade	Funded 2020	Funded 2021	+/-	Funded 2022	Authorized & Unfunded
Community Relations - LIHEAP (Grant Funded)						
Executive Director of Development Services **	433	-	-	-	-	-
Community Relations and Neighborhood						
Engagement Director **	427	0.25	0.22	-	0.22	-
Customer Service Supervisor	412	1.00	1.00	-	1.00	-
Administrative Specialist I	406	1.00	1.00	-	1.00	-
LIHEAP Outreach Technician	403	1.00	1.00	-	1.00	1.00
Total Full Time Equivalents		3.25	3.22	-	3.22	1.00

**Split between funds or departments/divisions

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

Our Accomplishments in 2020-21

- ❖ Provided supplemental energy assistance to 2,834 families in Seminole County.
- ❖ Opened 2nd office in Casselberry.
- ❖ Upgraded one position to caseworker.
- ❖ Created online application and appointment scheduler.

Goals and objectives for 2021-22

- ❖ Provided supplemental energy assistance to 3,329 families in Seminole County
- ❖ Increased outreach efforts outside of the City.
- ❖ Revise brochures.
- ❖ Create a podcast.

**City Manager - LIHEAP
Performance Measures**

Activity	Actual 2018-2019	Actual 2019-2020	Expected 2020-2021	Proposed 2021-2022
Number of clients served	1,925	2,118	2,858	2,025
Percentage of funding expended for services	95%	95%	95%	78%

City Attorney

Representing the interests of the City and its Commission, the law firm of Stenstrom, McIntosh, Colbert & Whigham, 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

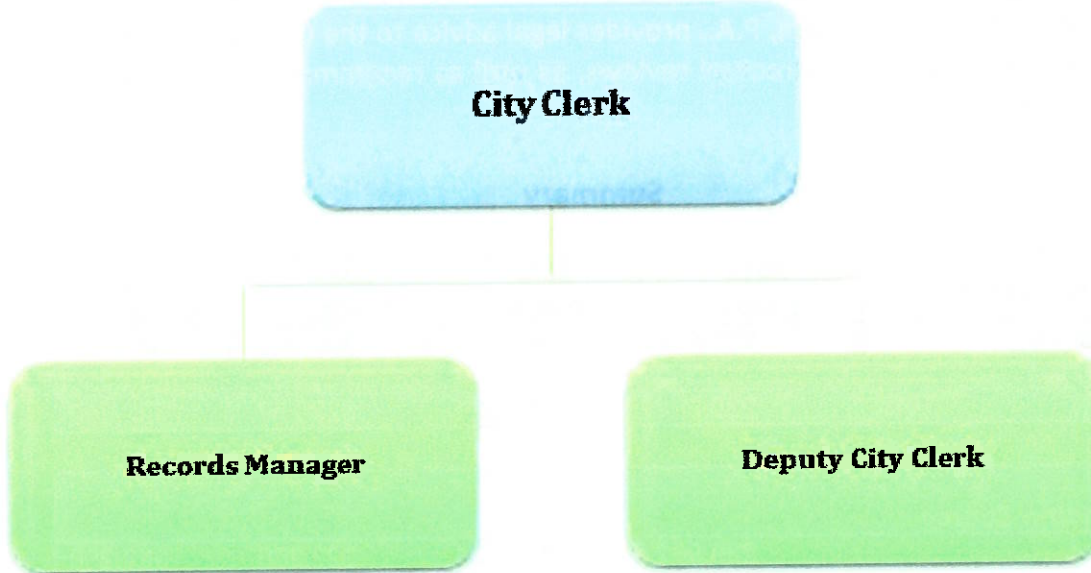
Expenditures	2019 Actual	2020 Actual	2021 Budget	2022 Budget
Operating	\$ 239,612	\$ 311,824	\$ 320,700	\$ 320,700
Supplies	350	-	1,550	1,550
Total	\$ 239,962	\$ 311,824	\$ 322,250	\$ 322,250

Funding Source				
Total	239,962	311,824	322,250	322,250
Total	\$ 239,962	\$ 311,824	\$ 322,250	\$ 322,250

City Attorney

Account	Description	2018 Actual	2019 Actual	2020 Actual	2021 Budget	2022 Budget
Operating						
001-0103-514.31-00	Professional Services	309,053	238,832	311,824	320,000	320,000
001-0103-514.40-00	Travel & Per Diem	705	780	-	700	700
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	350	-	850	850
	Subtotal Operating	\$ 310,033	\$ 239,962	\$ 311,824	\$ 322,250	\$ 322,250
	Total	\$ 310,033	\$ 239,962	\$ 311,824	\$ 322,250	\$ 322,250

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 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	2019 Actual	2020 Actual	2021 Budget	2022 Budget
Salaries	\$ 190,672	\$ 207,078	\$ 197,489	\$ 217,228
Benefits	83,076	91,611	84,216	102,424
Operating	32,206	27,469	38,130	37,623
Supplies	2,859	2,427	5,067	4,287
Total	\$ 308,813	\$ 328,585	\$ 324,902	\$ 361,562

Funding Source

Total	308,813	328,585	324,902	361,562
Total	\$ 308,813	\$ 328,585	\$ 324,902	\$ 361,562

Authorized Positions

	Grade	Funded 2020	Funded 2021	+/-	Funded 2022	Authorized & Unfunded
City Clerk	427	1.00	1.00	-	1.00	-
Records Manager	420	1.00	1.00	-	1.00	-
Deputy City Clerk	415	1.00	1.00	-	1.00	-
Total		3.00	3.00	-	3.00	-

City Clerk

CITY OF
SANFORD
FLORIDA



Our Accomplishments in 2020-21

- ❖ Assisted in the implementation of virtual meetings due to COVID-19.
- ❖ Held ethics training for staff and board members, presented by the Assistant City Attorney.

Goals and Objectives for 2021-22

- ❖ Implement board policy.
- ❖ Implement agenda management software.
- ❖ Cross training of staff.
- ❖ Complete all public records requests in a timely manner.

City Clerk Performance Measures				
Activity	Actual 2018-2019	Actual 2019-2020	Expected 2020-2021	Proposed 2021-2022
Commission Agendas Prepared	43	41	40	40
Minutes Prepared	43	41	40	40
Ordinances Prepared for Adoption	43	51	50	50
Resolutions Prepared for Approval	64	94	70	70
Laserfische Documents Scanned	16,256	11,800	15,000	20,000
Documents Disposed (cubic feet)	279	473	500	500
Public Records Requests Processed	225	224	260	250

City Clerk

Account	Description	2018 Actual	2019 Actual	2020 Actual	2021 Budget	2022 Budget
Personnel Services						
001-0104-512.12-00	Regular Salaries & Wages	183,452	185,084	204,486	193,649	213,388
001-0104-512.12-02	Regular Salaries - Additional Pays	3,651	2,787	1,100	840	840
001-0104-512.14-00	Overtime	1,247	2,801	1,492	3,000	3,000
001-0104-512.21-00	FICA/Medicare Taxes	14,105	14,148	15,368	15,164	15,758
001-0104-512.22-01	Retirement Contributions - FRS	30,755	32,786	35,445	33,580	41,165
001-0104-512.23-00	Medical Insurance	26,111	34,531	39,107	33,767	43,728
001-0104-512.23-02	Medical Insurance - Life & ST Disability	1,029	1,233	1,320	1,263	1,314
001-0104-512.24-00	Worker's Compensation	194	378	371	442	459
	Subtotal Personnel Services	\$ 260,544	\$ 273,748	\$ 298,689	\$ 281,705	\$ 319,652
Operating						
001-0104-512.31-00	Professional Services	2,626	1,252	3,270	-	-
001-0104-512.34-00	Other Contractual Services	-	-	104	2,000	3,300
001-0104-512.40-00	Travel & Per Diem	3,052	2,174	899	5,656	2,828
001-0104-512.41-00	Communications Services	1,459	2,004	2,133	1,495	1,757
001-0104-512.42-00	Postage & Transportation	325	382	164	400	250
001-0104-512.44-00	Rentals & Leases	2,679	2,483	1,499	2,680	1,500
001-0104-512.45-01	Insurance - Operating Liability	2,442	1,157	1,248	686	4,048
001-0104-512.46-00	Repair & Maintenance Services	236	-	-	-	600
001-0104-512.47-00	Printing & Binding	1,299	3,074	5,069	1,503	5,150
001-0104-512.49-00	Other Charges/Obligations	37,869	19,680	13,083	23,710	18,190
001-0104-512.51-00	Office Supplies	399	769	546	900	600
001-0104-512.52-00	Operating Supplies	2,585	191	356	200	400
001-0104-512.52-05	Operating Supplies - Uniforms	-	-	-	300	300
001-0104-512.54-01	Books/Pubs/Subsc/Memb - Prof Dues	1,271	784	830	1,536	1,536
001-0104-512.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	2,804	1,115	695	2,110	1,430
001-0104-512.54-03	Books/Pubs/Subsc/Memb - Subscriptions	-	-	-	21	21
	Subtotal Operating	\$ 59,046	\$ 35,065	\$ 29,896	\$ 43,197	\$ 41,910
	Total	\$ 319,590	\$ 308,813	\$ 328,585	\$ 324,902	\$ 361,562

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 property and liability exposures, insure and mitigate accordingly. And to administer a quality benefits and wellness program to the benefit of employees and eligible dependents. Provide a level of customer service where all employees and citizens are treated as guests of honor.

Role of Human Resources

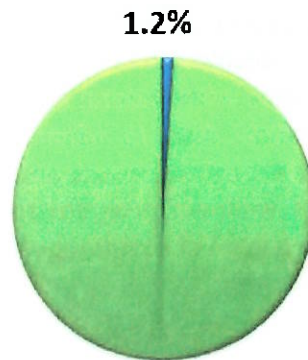
The Human Resources/Risk Management Department exists to provide an organizational frame work to recruit, select, classify, compensate, develop, and reward the City's diverse workforce, while ensuring an environment that optimizes safety, productivity, efficiency and effectiveness. Human Resources/Risk Management is also responsible for risk management which oversees more than \$10 million in liability, property, 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	2019 Actual	2020 Actual	2021 Budget	2022 Budget
Salaries	\$ 261,323	\$ 279,494	\$ 283,866	\$ 372,413
Benefits	105,128	115,470	113,508	149,990
Operating	76,745	116,293	129,215	136,885
Supplies	5,785	5,406	12,835	13,035
Total	\$ 448,981	\$ 516,663	\$ 539,424	\$ 672,323

Funding Source				
Total	448,981	516,663	539,424	672,323
Total	\$ 448,981	\$ 516,663	\$ 539,424	\$ 672,323

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 2020-21

- ❖ Posted 116 vacancy announcements in FY20.
- ❖ Administered for the seventh consecutive year the reinstated employee service award recognition.
- ❖ Celebrated the fourteenth annual safety incentive program.
Maintained employee paid contributions to the employee health insurance at the same level for the fourteenth year in a row.

Goals and Objectives for 2021-22

- ❖ Timely and accurate customer service response.
- ❖ Identify inefficiencies and redundancies, mitigate accordingly.
- ❖ Timeliness and accuracy.
- ❖ Schedule effective supervisory training classes.
- ❖ Supervisor performance evaluation training.
- ❖ Continue training in the NeoGov performance evaluation program.
- ❖ Staff cross training.
- ❖ Review and research with health insurance partners' strategies to reduce the traditional health insurance claim dollars.
- ❖ Re-visit our current wellness initiatives, make changes where needed.

Human Resources Performance Measures

Activity	Actual 2018-2019	Actual 2019-2020	Expected 2020-2021	Proposed 2021-2022
Number of days from final approval on requisition to job posting	7	5	1.5	2
Number of days from job posting closing to referrals to respective department	3	3	2.38	3
Number of workers compensation Lost Time Claims; bring employees back to work in restricted duty capacity.	6	6	6	6

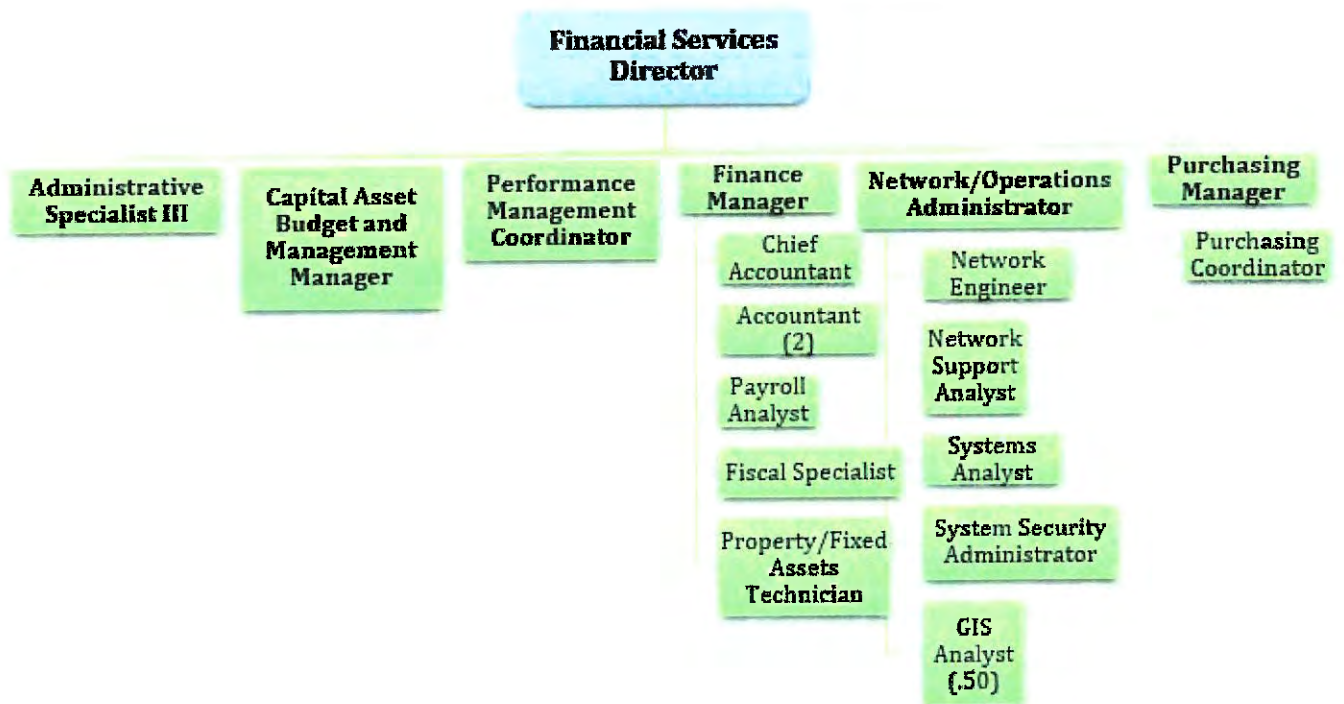
Authorized Positions

Full Time Equivalents	Grade	Funded 2020	Funded 2021	+/-	Funded 2022	Authorized & Unfunded
Human Resources						
Human Resources Director	431	1.00	1.00	-	1.00	-
Risk Manager		-	-	-	-	1.00
Senior HR Analyst-Recruit & Employee Relations	419	1.00	1.00	-	1.00	-
Senior HR Analyst-Benefits, Wellness	418	1.00	1.00	-	1.00	-
Risk Management Administrator	422	1.00	1.00	-	1.00	-
Administrative Specialist III	412	-	-	0.50	0.50	0.50
Total Full Time Equivalents		4.00	4.00	0.50	4.50	1.50

Human Resources

Account	Description	2018 Actual	2019 Actual	2020 Actual	2021 Budget	2022 Budget
Personnel Services						
001-0105-513.12-00	Regular Salaries & Wages	246,401	252,963	269,137	214,803	276,990
001-0105-513.12-02	Regular Salaries - Additional Pays	5,400	7,160	9,157	5,400	6,676
001-0105-513.12-06	Reg Salaries - Opt Out Health Insurance	1,200	1,200	1,200	1,200	1,200
001-0105-513.13-00	Part Time Wages	-	-	-	59,463	84,547
001-0105-513.14-00	Overtime	-	-	-	3,000	3,000
001-0105-513.21-00	FICA/Medicare Taxes	18,209	18,322	19,559	21,813	24,505
001-0105-513.22-01	Retirement Contributions - FRS	35,210	38,277	42,783	44,185	57,080
001-0105-513.23-00	Medical Insurance	31,837	46,370	50,887	45,022	65,592
001-0105-513.23-02	Medical Insurance - Life & ST Disability	1,617	1,638	1,722	1,859	2,106
001-0105-513.24-00	Worker's Compensation	296	521	519	629	707
	Subtotal Personnel Services	\$ 340,170	\$ 366,451	\$ 394,964	\$ 397,374	\$ 522,403
Operating						
001-0105-513.31-00	Professional Services	87,429	52,816	74,576	78,453	80,773
001-0105-513.34-00	Other Contractual Services	10,109	8,828	5,926	9,206	9,331
001-0105-513.40-00	Travel & Per Diem	2,698	426	-	7,800	7,800
001-0105-513.41-00	Communications Services	1,904	1,861	1,975	1,646	1,846
001-0105-513.42-00	Postage & Transportation	1,417	1,170	1,129	1,560	1,560
001-0105-513.44-00	Rentals & Leases	1,998	1,875	1,262	1,998	1,998
001-0105-513.45-01	Insurance - Operating Liability	1,655	1,265	1,347	1,050	2,154
001-0105-513.45-02	Insurance - Auto Liability	243	109	138	184	238
001-0105-513.46-00	Repair & Maintenance Services	357	1,139	1,701	1,500	1,500
001-0105-513.47-00	Printing & Binding	2,725	1,428	2,869	2,298	3,365
001-0105-513.48-00	Promotional Activities	3,179	4,569	4,938	11,550	8,850
001-0105-513.49-00	Other Charges/Obligations	6,317	3,259	20,432	11,970	17,670
001-0105-513.51-00	Office Supplies	1,039	2,917	3,006	3,450	3,650
001-0105-513.52-00	Operating Supplies	924	116	964	600	600
001-0105-513.52-01	Operating Supplies - Gasoline/Diesel/Lubric	35	-	-	200	200
001-0105-513.54-01	Books/Pubs/Subsc/Memb - Prof Dues	135	210	1,018	1,235	1,235
001-0105-513.54-02	Books/Pubs/Subsc/Memb - Conf/Seminar	1,612	2,442	318	4,750	4,750
001-0105-513.54-03	Books/Pubs/Subsc/Memb - Subscriptions	100	100	100	100	100
001-0105-513.55-00	Training	-	-	-	2,500	2,500
	Subtotal Operating	\$ 123,876	\$ 82,530	\$ 121,699	\$ 142,050	\$ 149,920
	Total	\$ 464,046	\$ 448,981	\$ 516,663	\$ 539,424	\$ 672,323

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	2019 Actual	2020 Actual	2021 Budget	2022 Budget
Salaries	\$ 1,012,810	\$ 1,061,224	\$ 1,095,267	\$ 1,310,360
Benefits	343,799	401,238	373,867	519,885
Operating	1,130,994	1,124,037	1,205,712	1,225,746
Supplies	35,285	28,153	54,083	53,819
Total	\$ 2,522,888	\$ 2,614,652	\$ 2,728,929	\$ 3,109,810

Funding Source				
Total	2,522,888	2,614,652	2,728,929	3,109,810
Total	\$ 2,522,888	\$ 2,614,652	\$ 2,728,929	\$ 3,109,810

**Financial Services as a percentage of General Fund
5.8%**



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 2020-21

- ❖ Completed the CAFR without audit comments and received the Certificate of Achievement for Excellence in Financial Reporting.
- ❖ Received the Distinguished Budget Award for the 2021 budget.
- ❖ Completion of the budget process.

Goals and objectives for 2021-22

- ❖ 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 2018-2019	Actual 2019-2020	Expected 2020-2021	Proposed 2021-2022
# A/P Transaction	5,685	5,447	5,700	5,700
# Purchase Card Transactions	9,424	6,072	6,000	9,200
# Payroll Transaction	14,443	14,402	14,440	14,440
# Budget Adjustments Updated	90	105	90	90
# of Grants Managed	39	35	40	40
# of A/R Invoices Processed	239,118	239,492	239,500	240,000
Value of Fixed Assets (Citywide Inventory)	\$ 500,000,000	\$ 526,000,000	\$ 545,000,000	\$ 550,000,000
# of Journal Entries Updated	630	637	640	640
# 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	2019 Actual	2020 Actual	2021 Budget	2022 Budget
Salaries	\$ 533,150	\$ 555,640	\$ 582,213	\$ 732,016
Benefits	190,844	231,350	222,551	319,153
Operating	191,340	251,095	163,359	192,141
Supplies	14,477	12,506	23,914	23,259
Total	\$ 929,811	\$ 1,050,591	\$ 992,037	\$ 1,266,569

Funding Source				
Total	929,811	1,050,591	992,037	1,266,569
Total	\$ 929,811	\$ 1,050,591	\$ 992,037	\$ 1,266,569

Authorized Positions

Full Time Equivalents	Grade	Funded 2020	Funded 2021	+/-	Funded 2022	Authorized & Unfunded
Finance - Accounting and Finance						
Finance Director	431	1.00	1.00	-	1.00	-
Finance Manager	426	1.00	1.00	-	1.00	-
Chief Accountant	420	1.00	1.00	-	1.00	-
Performance Management Coordinator	418	1.00	1.00	-	1.00	-
Accountant	417	2.00	2.00	-	2.00	1.00
Payroll Analyst	414	1.00	1.00	-	1.00	-
Fiscal Specialist	412	1.00	1.00	-	1.00	-
Administrative Specialist III	412	1.00	1.00	-	1.00	-
Property/Fixed Assets Technician	410	1.00	1.00	-	1.00	-
Capital Asset Budget and Management Administrator	420	-	-	1.00	1.00	-
Budget Manager	-	-	-	-	-	1.00
Senior Accountant	-	-	-	-	-	1.00
Resource Specialist	-	-	-	-	-	1.00
Fiscal Technician	-	-	-	-	-	2.00
Total Full Time Equivalents		10.00	10.00	1.00	11.00	6.00

Finance/Accounting

Account	Description	2018 Actual	2019 Actual	2020 Actual	2021 Budget	2022 Budget
Personnel Services						
001-0401-513.12-00	Regular Salaries & Wages	491,585	525,996	552,234	578,893	729,296
001-0401-513.12-02	Regular Salaries - Additional Pays	7,169	3,509	1,725	1,720	2,320
001-0401-513.12-06	Reg Salaries - Opt Out Health Insurance	1,200	2,200	100	1,200	-
001-0401-513.14-00	Overtime	338	1,445	1,581	400	400
001-0401-513.21-00	FICA/Medicare Taxes	35,944	38,219	39,109	44,705	53,334
001-0401-513.22-01	Retirement Contributions - FRS	57,206	61,363	67,107	71,475	99,423
001-0401-513.23-00	Medical Insurance	79,097	86,759	120,440	101,300	160,336
001-0401-513.23-02	Medical Insurance - Life & ST Disability	2,971	3,444	3,669	3,774	4,508
001-0401-513.24-00	Worker's Compensation	573	1,059	1,025	1,297	1,552
	Subtotal Personnel Services	\$ 676,083	\$ 723,994	\$ 786,990	\$ 804,764	\$ 1,051,169
Operating						
001-0401-513.31-00	Professional Services	54,001	35,755	93,101	20,000	41,000
001-0401-513.32-00	Accounting & Auditing	57,260	90,000	70,000	70,000	72,100
001-0401-513.34-00	Other Contractual Services	-	-	-	800	-
001-0401-513.40-00	Travel & Per Diem	4,262	3,293	3,111	9,023	9,023
001-0401-513.41-00	Communications Services	2,517	3,148	3,119	3,095	2,899
001-0401-513.42-00	Postage & Transportation	2,780	3,250	3,040	6,360	6,170
001-0401-513.44-00	Rentals & Leases	6,355	6,343	6,445	6,474	6,446
001-0401-513.45-01	Insurance - Operating Liability	5,249	4,636	4,983	2,958	6,964
001-0401-513.46-00	Repair & Maintenance Services	24,000	384	25,840	5,384	5,284
001-0401-513.47-00	Printing & Binding	3,315	1,832	3,209	1,950	3,300
001-0401-513.49-00	Other Charges/Obligations	51,379	42,699	38,247	37,315	38,955
001-0401-513.51-00	Office Supplies	5,158	4,397	3,248	4,885	4,030
001-0401-513.52-00	Operating Supplies	3,053	4,288	1,281	1,100	1,100
001-0401-513.54-01	Books/Pubs/Subsc/Memb - Prof Dues	3,785	3,880	4,604	4,010	4,010
001-0401-513.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	1,389	1,912	3,393	13,819	14,019
001-0401-513.54-03	Books/Pubs/Subsc/Memb - Subscriptions	100	-	-	100	100
	Subtotal Operating	\$ 224,603	\$ 205,817	\$ 263,601	\$ 187,273	\$ 215,400
	Total	\$ 900,686	\$ 929,811	\$ 1,050,591	\$ 992,037	\$ 1,266,569

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	2019 Actual	2020 Actual	2021 Budget	2022 Budget
Salaries	\$ 375,479	\$ 390,721	\$ 399,139	\$ 452,784
Benefits	115,195	125,111	109,388	147,176
Operating	935,628	869,501	1,036,776	1,028,904
Supplies	18,234	14,153	26,175	25,875
Total	\$ 1,444,536	\$ 1,399,486	\$ 1,571,478	\$ 1,654,739

Funding Source				
Total	1,444,536	1,399,486	1,571,478	1,654,739
Total	\$ 1,444,536	\$ 1,399,486	\$ 1,571,478	\$ 1,654,739

Our Accomplishments in 2020-21

- ❖ Transitioned the PC refresh project to support teleworkers.
- ❖ Passed FDLE technical audit.
- ❖ Implemented new disaster recovery tool.
- ❖ Implemented and supported a virtual workforce for the coronavirus shutdown.
- ❖ Established a solution to process online forms.
- ❖ Developed COVID employee self monitor reporting solution.
- ❖ Processed over 40,000 COVID employee self monitor forms.
- ❖ Implemented new phone and collaboration platform.
- ❖ Implemented vendor ACH payments.
- ❖ Implemented ePO for ERP system.
- ❖ Developed several online forms processing city boards.
- ❖ Supported the use of eSignatures.
- ❖ Implemented new IBM server and tape library for financial ERP system.
- ❖ Implemented new Naviline application for financial ERP system.
- ❖ Implemented new PDF application standard software.
- ❖ Established a cybersecurity-aware culture workforce-ongoing.

Goals and Objectives for 2021-22

- ❖ Implement stronger policies and procedures for cybersecurity purposes
- ❖ Consolidate online payment solutions
- ❖ Implement new meeting agenda and recording system
- ❖ Integrate HR benefits with ERP payroll process
- ❖ Lead city-wide digital transformation project
- ❖ Implement new cares act and information center offices
- ❖ Implement new EFP financial reporting tools
- ❖ Implement solutions to strengthen disaster recovery and business continuity plans
- ❖ Restructure IT organization to better meet the needs of customers

Finance - Information Services Performance Measures

Activity	Actual 2018-2019	Actual 2019-2020	Expected 2020-2021	Proposed 2021-2022
% of Requests Completed	100%	97%	96%	96%
% of time with No Significant Outage	93%	95%	98%	98%
% of Projects Completed	50%	50%	50%	50%
Customer Satisfaction	Very Satisfied	Satisfied	Satisfied	Satisfied

Authorized Positions

Full Time Equivalents	Grade	Funded 2020	Funded 2021	+/-	Funded 2022	Authorized & Unfunded
Finance - Information Systems						
Communications Manager		-	-	-	-	1.00
Computer Support Technician		-	-	-	-	1.00
Network/Operations Administrator	426	1.00	1.00	-	1.00	-
Network Engineer	422	1.00	1.00	-	1.00	-
System Analyst	420	1.00	1.00	-	1.00	-
Systems Engineer	422	1.00	1.00	-	1.00	-
System Security Administrator	420	1.00	1.00	-	1.00	-
GIS Analyst **	416	0.50	0.50	-	0.50	-
Help Desk Technician	413	-	-	-	-	1.00
		5.50	5.50	-	5.50	3.00

**Split between funds or departments/divisions

Information Technology

Account	Description	2018 Actual	2019 Actual	2020 Actual	2021 Budget	2022 Budget
Personnel Services						
001-0402-513.12-00	Regular Salaries & Wages	306,952	352,163	364,499	372,083	432,142
001-0402-513.12-02	Regular Salaries - Additional Pays	11,835	10,258	10,661	11,156	11,442
001-0402-513.12-06	Reg Salaries - Opt Out Health Insurance	600	1,200	1,200	2,400	1,200
001-0402-513.14-00	Overtime	6,671	11,858	14,361	13,500	8,000
001-0402-513.21-00	FICA/Medicare Taxes	24,512	27,744	28,949	30,644	31,296
001-0402-513.22-01	Retirement Contributions - FRS	26,016	31,097	34,747	34,933	45,715
001-0402-513.23-00	Medical Insurance	45,007	52,290	57,233	39,395	65,592
001-0402-513.23-02	Medical Insurance - Life & ST Disability	1,981	2,372	2,519	2,469	2,562
001-0402-513.24-00	Worker's Compensation	623	1,692	1,663	1,947	2,011
001-0402-513.25-00	Unemployment Compensation	3,300	-	-	-	-
	Subtotal Personnel Services	\$ 427,497	\$ 490,674	\$ 515,832	\$ 508,527	\$ 599,960
Operating						
001-0402-513.31-00	Professional Services	317,725	271,550	246,588	303,200	303,000
001-0402-513.40-00	Travel & Per Diem	-	3	15	3,000	1,000
001-0402-513.41-00	Communications Services	12,165	11,092	8,787	16,563	36,850
001-0402-513.42-00	Postage & Transportation	6	13	-	300	300
001-0402-513.44-00	Rentals & Leases	128	121	90	128	128
001-0402-513.45-01	Insurance - Operating Liability	11,822	11,496	12,476	10,939	12,974
001-0402-513.45-02	Insurance - Auto Liability	514	154	196	260	337
001-0402-513.46-00	Repair & Maintenance Services	685,704	639,739	540,895	678,906	664,175
001-0402-513.46-04	Repair & Maintenance Services	2,644	622	10,631	3,000	9,400
001-0402-513.47-00	Printing & Binding	189	319	335	280	340
001-0402-513.49-00	Other Charges/Obligations	36	519	49,488	20,200	400
001-0402-513.51-00	Office Supplies	743	36	181	800	800
001-0402-513.52-00	Operating Supplies	9,331	16,488	12,671	12,000	15,000
001-0402-513.52-01	Operating Supplies - Gasoline/Diesel/Lubric	216	1,598	1,301	800	1,500
001-0402-513.54-01	Books/Pubs/Subsc/Memb - Prof Dues	200	-	-	395	395
001-0402-513.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	-	-	-	11,580	7,580
001-0402-513.54-03	Books/Pubs/Subsc/Memb - Subscriptions	256	112	-	600	600
	Subtotal Operating	\$ 1,041,679	\$ 953,862	\$ 883,654	\$ 1,062,951	\$ 1,054,779
	Total	\$ 1,469,176	\$ 1,444,536	\$ 1,399,486	\$ 1,571,478	\$ 1,654,739

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	2019 Actual	2020 Actual	2021 Budget	2022 Budget
Salaries	\$ 104,181	\$ 114,863	\$ 113,915	\$ 125,560
Benefits	37,760	44,777	41,928	53,556
Operating	4,026	3,441	5,577	4,701
Supplies	2,574	1,494	3,994	4,685
Total	\$ 148,541	\$ 164,575	\$ 165,414	\$ 188,502

Funding Source				
Total	148,541	164,575	165,414	188,502
Total	\$ 148,541	\$ 164,575	\$ 165,414	\$ 188,502

Our Accomplishments in 2020-21

- ❖ Continued evaluating the contracts and Purchasing Policy. Revised procurement templates to conform to city policy.
- ❖ Compiled a city-wide contract list to manage contracts.
- ❖ Finalize purchasing policy language change.

Goals and Objectives for 2021-22

- ❖ Update contracts.
- ❖ Create contract list.
- ❖ Create a requisition procedure guideline.
- ❖ Revise Purchasing Policy, and separate the terms and conditions for CCNA contracts and good & services approved by City Attorney.
- ❖ Provide two training sessions a year.

Finance - Purchasing Performance Measures

Activity	Actual 2018-2019	Actual 2019-2020	Expected 2020-2021	Proposed 2021-2022
Purchase orders processed	600	1,255	750	1,300
RFP's, RFQ's, and bids processed	175	157	75	150

Authorized Positions

Full Time Equivalents	Grade	Funded 2020	Funded 2021	+/-	Funded 2022	Authorized & Unfunded
Finance - Purchasing						
Purchasing Manager **	425	0.97	0.97	-	0.97	-
Purchasing Coordinator	423	-	-	1.00	1.00	-
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	2018 Actual	2019 Actual	2020 Actual	2021 Budget	2022 Budget
Personnel Services						
001-0403-513.12-00	Regular Salaries & Wages	130,486	102,847	112,809	112,813	124,458
001-0403-513.12-02	Regular Salaries - Additional Pays	350	913	1,125	1,102	1,102
001-0403-513.12-06	Reg Salaries - Opt Out Health Insurance	1,200	-	-	-	-
001-0403-513.14-00	Overtime	-	421	929	-	-
001-0403-513.21-00	FICA/Medicare Taxes	10,036	7,532	8,154	8,747	9,642
001-0403-513.22-01	Retirement Contributions - FRS	9,229	8,624	10,209	10,010	14,100
001-0403-513.23-00	Medical Insurance	9,264	20,719	25,423	22,174	28,715
001-0403-513.23-02	Medical Insurance - Life & ST Disability	445	675	775	740	816
001-0403-513.24-00	Worker's Compensation	122	210	216	257	283
	Subtotal Personnel Services	\$ 161,132	\$ 141,941	\$ 159,640	\$ 155,843	\$ 179,116
Operating						
001-0403-513.40-00	Travel & Per Diem	170	917	-	2,600	1,600
001-0403-513.41-00	Communications Services	330	393	658	321	321
001-0403-513.42-00	Postage & Transportation	605	436	327	320	320
001-0403-513.44-00	Rentals & Leases	383	364	270	383	383
001-0403-513.45-01	Insurance - Operating Liability	678	760	792	686	660
001-0403-513.46-00	Repairs and Maintenance	-	-	74	-	-
001-0403-513.47-00	Printing & Binding	748	564	780	692	692
001-0403-513.49-00	Other Charges/Obligations	647	592	540	575	725
001-0403-513.51-00	Office Supplies	819	996	760	800	800
001-0403-513.52-00	Operating Supplies	1,462	20	-	10	10
001-0403-513.52-05	Operating Supplies - Uniforms	-	-	69	250	250
001-0403-513.54-01	Books/Pubs/Subsc/Memb - Prof Dues	428	769	555	1,149	380
001-0403-513.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	880	789	110	1,785	2,945
001-0403-513.54-03	Books/Pubs/Subsc/Memb - Subscriptions	-	-	-	-	300
	Subtotal Operating	\$ 7,150	\$ 6,600	\$ 4,935	\$ 9,571	\$ 9,386
	Total	\$ 168,282	\$ 148,541	\$ 164,575	\$ 165,414	\$ 188,502

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	2019 Actual	2020 Actual	2021 Budget	2022 Budget
Salaries	\$ 9,600	\$ 8,400	\$ 10,000	\$ 10,100
Benefits	645,113	666,695	675,430	773,827
Operating	14,454	1,717	15,000	15,000
Other	3,396	6,348	4,240	6,800
Transfers	5,557,982	6,785,997	5,726,960	5,552,049
Total	\$ 6,230,545	\$ 7,469,157	\$ 6,431,630	\$ 6,357,776

Funding Source				
Total	6,230,545	7,469,157	6,431,630	6,357,776
Total	\$ 6,230,545	\$ 7,469,157	\$ 6,431,630	\$ 6,357,776

Non-Departmental as a percentage of General Fund

11.8%



Non-Departmental

Account	Description	2018 Actual	2019 Actual	2020 Actual	2021 Budget	2022 Budget
Personnel Services						
001-7979-518.12-06	Retiree Payments	10,500	9,600	8,400	10,000	10,100
001-7979-518.23-03	Medical/Life Insurance	571,785	645,113	666,695	675,430	773,827
	Subtotal Personnel Services	\$ 582,285	\$ 654,713	\$ 675,095	\$ 685,430	\$ 783,927
Other						
001-7979-539.31-00	Professional Services	53,368	14,454	1,717	15,000	15,000
	Subtotal Operating	\$ 53,368	\$ 14,454	\$ 1,717	\$ 15,000	\$ 15,000
Other						
001-7979-559.81-00	17-92 TIF County Portion	687,213	-	-	-	-
001-7979-569.82-06	Aid to Private Organization	2,343	3,396	6,348	4,240	6,800
	Subtotal Other	\$ 689,556	\$ 3,396	\$ 6,348	\$ 4,240	\$ 6,800
Transfers						
001-7979-581.91-08	Transfers	-	9,045	-	-	-
001-7979-581.91-20	Transfers-Debt	1,699,532	1,781,714	1,731,941	1,612,000	1,681,412
001-7979-581.91-22	Transfers	-	152,294	-	-	-
001-7979-581.91-28	Transfers-Capital Equipment	1,328,711	2,339,629	3,948,135	3,037,689	3,011,122
001-7979-581.91-31	Transfers	-	-	663,072	-	-
001-7979-581.91-36	Transfers	91,484	164,689	-	-	-
001-7979-581.91-37	Transfer-Cemetery	-	-	7,425	-	61,859
001-7979-581.91-46	Transfer-Cemetery	-	-	-	66,045	-
001-7979-581.91-63	Transfers	-	-	25,000	-	-
001-7979-581.91-79	Transfers-Mayfair	392,000	1,110,611	310,000	60,000	60,000
001-7979-590.99-01	Other Uses	55,672	-	100,424	315,000	315,000
001-7979-590.99-70	Other Uses	-	-	-	636,226	422,656
	Subtotal Transfers	\$ 3,567,399	\$ 5,557,982	\$ 6,785,997	\$ 5,726,960	\$ 5,552,049
	Total	\$ 4,892,608	\$ 6,230,545	\$ 7,469,157	\$ 6,431,630	\$ 6,357,776

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	2019 Actual	2020 Actual	2021 Budget	2022 Budget
Salaries	\$ 934,295	\$ 1,040,121	\$ 1,056,154	\$ 1,156,029
Benefits	371,730	405,455	420,312	517,938
Operating	230,420	195,456	281,362	266,989
Supplies	50,542	43,506	60,779	71,978
Total	\$ 1,586,987	\$ 1,684,538	\$ 1,818,607	\$ 2,012,934

Funding Source	2019 Actual	2020 Actual	2021 Budget	2022 Budget
Total	1,586,987	1,684,538	1,818,607	2,012,934
Total	\$ 1,586,987	\$ 1,684,538	\$ 1,818,607	\$ 2,012,934

Development Services as a percentage of General Fund

3.7%



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 2020-21

- ❖ Creation of National Historic District - Georgetown.
- ❖ Finalizing the resilience element of the comprehensive plan.
- ❖ Closing out the Goldsboro contract with Canin and Associates.
- ❖ Brought all non-compliant future land use map amendments into compliance.
- ❖ Commence other regional projects such as school board interlocal, JPA, and the airport ordinance.

Goals and Objectives for 2021-22

- ❖ Creation of Georgetown task force and potential rules for aesthetics and use.
- ❖ Transmit and adopt resilience element of the comprehensive plan, including city staff review.
- ❖ Closing out the Goldsboro zoning and land use plans with the assistance of the CNI information.
- ❖ Complete other regional projects such as school board interlocal, JPA, and the airport ordinance.
- ❖ Finalize all remaining schedules of the land development regulations and continue to audit for future needs.
- ❖ Continue to provide excellent customer service, and provide continued customer outreach, and education.

Development Services - Planning Performance Measures				
Activity	Actual 2018-2019	Actual 2019-2020	Expected 2020-2021	Proposed 2021-2022
Development Applications Processed	612	691	569	708
Total Permits Reviewed	2,379	3,506	5,233	4,500
Development Permits Issued	430	373	379	440
Development Fees	\$ 363,617	\$ 364,422	\$ 317,671	\$ 373,533

Summary

Expenditures	2019 Actual	2020 Actual	2021 Budget	2022 Budget
Salaries	\$ 563,883	\$ 659,771	\$ 651,607	\$ 756,625
Benefits	224,426	252,131	263,620	343,740
Operating	41,532	77,220	78,036	50,041
Supplies	35,389	35,252	45,233	56,392
Total	\$ 865,230	\$ 1,024,374	\$ 1,038,496	\$ 1,206,798

Funding Source				
Total	865,230	1,024,374	1,038,496	1,206,798
Total	\$ 865,230	\$ 1,024,374	\$ 1,038,496	\$ 1,206,798

Authorized Positions

Full Time Equivalents	Grade	Funded 2020	Funded 2021	+/-	Funded 2022	Authorized & Unfunded
Development Services-Planning						
Executive Director of Development Services**	433	0.15	0.50	-	0.50	-
Planning Director	431	1.00	1.00	-	1.00	-
Planning Manager	424	1.00	1.00	-	1.00	-
Project Engineer	423	1.00	1.00	-	1.00	-
Planning Engineer	421	1.00	1.00	-	1.00	-
Senior Planner	419	1.00	2.00	-	2.00	-
Historic Preservation Planner	418	1.00	1.00	-	1.00	-
Planner	418	1.00	-	-	-	-
Planning Technician	413	1.00	1.00	-	1.00	-
Administrative Specialist I	406	-	-	1.00	1.00	-
Administrative Coordinator	413	1.00	1.00	-	1.00	-
Development Services Inspector		-	-	-	-	1.00
Principal Planner		-	-	-	-	1.00
Intern		-	-	-	-	0.50
Total Full Time Equivalents		9.15	9.50	1.00	10.50	2.50

**Split between funds or departments/divisions

Planning

Account	Description	2018 Actual	2019 Actual	2020 Actual	2021 Budget	2022 Budget
Personnel Services						
001-1110-515.12-00	Regular Salaries & Wages	556,921	554,658	653,382	640,456	743,994
001-1110-515.12-02	Regular Salaries - Additional Pays	8,990	9,171	6,096	10,430	11,910
001-1110-515.14-00	Overtime	184	54	293	721	721
001-1110-515.21-00	FICA/Medicare Taxes	41,153	40,808	44,593	50,034	55,519
001-1110-515.22-01	Retirement Contributions - FRS	58,475	66,612	76,923	89,723	117,964
001-1110-515.23-00	Medical Insurance	88,717	101,568	111,862	105,260	150,312
001-1110-515.23-02	Medical Insurance - Life & ST Disability	3,442	3,728	3,861	4,155	4,614
001-1110-515.24-00	Worker's Compensation	6,589	11,710	11,317	14,448	15,331
001-1110-515.25-00	Unemployment	-	-	3,575	-	-
	Subtotal Personnel Services	\$ 764,471	\$ 788,309	\$ 911,902	\$ 915,227	\$ 1,100,365
Operating						
001-1110-515.31-00	Professional Services	78,078	2,550	2,614	31,700	-
001-1110-515.34-00	Other Contractual Services	-	-	33,164	-	-
001-1110-515.40-00	Travel & Per Diem	3,074	35	15	4,422	5,000
001-1110-515.41-00	Communications Services	3,893	4,445	4,955	4,366	4,366
001-1110-515.42-00	Postage & Transportation	2,026	2,437	1,187	2,300	2,300
001-1110-515.44-00	Rentals & Leases	2,435	2,560	2,944	2,436	2,436
001-1110-515.45-01	Insurance - Operating Liability	4,550	3,442	3,664	3,664	5,967
001-1110-515.45-02	Insurance - Auto Liability	322	154	215	215	369
001-1110-515.46-00	Repair & Maintenance Services	10,485	10,437	15,644	14,900	14,900
001-1110-515.47-00	Printing & Binding	4,016	4,017	2,817	3,353	3,353
001-1110-515.48-00	Promotional Activities	-	180	330	330	1,000
001-1110-515.49-00	Other Charges/Obligations	9,198	11,275	9,671	10,350	10,350
001-1110-515.51-00	Office Supplies	2,305	2,227	930	2,500	2,500
001-1110-515.52-00	Operating Supplies	973	695	15	700	6,400
001-1110-515.52-01	Operating Supplies - Gasoline/Diesel/Lubric	1,176	779	286	1,200	1,200
001-1110-515.52-05	Operating Supplies - Uniforms	194	124	1,097	1,080	1,080
001-1110-515.54-01	Books/Pubs/Subsc/Memb - Prof Dues	3,167	2,219	2,907	3,993	7,566
001-1110-515.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	1,300	425	500	5,625	6,750
001-1110-515.54-05	Books/Pubs/Subsc/Memb - Metro Plan	28,624	28,920	29,517	30,135	30,896
	Subtotal Operating	\$ 155,816	\$ 76,921	\$ 112,472	\$ 123,269	\$ 106,433
	Total	\$ 920,287	\$ 865,230	\$ 1,024,374	\$ 1,038,496	\$ 1,206,798

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	2019 Actual	2020 Actual	2021 Budget	2022 Budget
Salaries	\$ 276,834	\$ 301,539	\$ 326,324	\$ 314,180
Benefits	108,380	122,814	129,329	140,751
Operating	174,581	108,078	193,075	205,869
Supplies	14,669	7,948	14,451	15,026
Total	\$ 574,464	\$ 540,379	\$ 663,179	\$ 675,826

Funding Source				
Total	574,464	540,379	663,179	675,826
Total	\$ 574,464	\$ 540,379	\$ 663,179	\$ 675,826

Our Accomplishments in 2020-21

- ❖ Investigated 1,538 code complaints. 89% of the code complaints had initial inspection/response within one business day.
- ❖ Cited 2,024 violations by code enforcement officers.
- ❖ Scheduled 201 cases for Special Magistrate hearings.
- ❖ 922 breakpoint law cases for not registering vacant properties.
- ❖ Mowed 65 privately owned lots and 42 city-owned lots.

Goals and Objectives for 2021-22

- ❖ Review of Benchmarks as part of our Performance Standards.
- ❖ Complete the condemnation and demolition of 4 dilapidated structures.
- ❖ Shorten the average plan review time frame to 30 days or less.
- ❖ Expand use of Citizenserve online portal payment processes.

Development Services - Community Improvement Performance Measures

Activity	Actual 2018-2019	Actual 2019-2020	Expected 2020-2021	Proposed 2021-2022
Number of code complaints received	1,705	1,733	1,800	1,850
Number of cases taken to Special Magistrate	381	387	272	350
Number of cases closed by compliance	1,341	1,385	1,400	1,250
Number of cases fine imposed	22	23	55	25
Number of cases abated by city	121	117	130	100

Authorized Positions

Full Time Equivalents	Grade	Funded 2020	Funded 2021	+/-	Funded 2022	Authorized & Unfunded
Community Improvement						
Executive Director of Development Services	433	0.50	0.15	-	0.15	-
Community Improvement Director **	431	-	-	-	-	-
Administrative Coordinator	413	1.00	1.00	-	1.00	-
Administrative Specialist I	406	1.00	1.00	-	1.00	-
Code Enforcement Officer	413	3.00	3.00	-	3.00	-
Code Enforcement Supervisor	417	1.00	1.00	-	1.00	-
Total Full Time Equivalents		6.50	6.15	-	6.15	-

**Split between funds or departments/divisions

Community Improvement

Account	Description	2018 Actual	2019 Actual	2020 Actual	2021 Budget	2022 Budget
Personnel Services						
001-1103-519.12-00	Regular Salaries & Wages	282,010	273,045	289,322	318,244	307,060
001-1103-519.12-02	Regular Salaries - Additional Pays	4,800	2,463	10,965	2,200	1,240
001-1103-519.12-06	Reg Salaries - Opt Out Health Insurance	1,200	1,200	1,200	1,200	1,200
001-1103-519.14-00	Overtime	-	126	52	4,680	4,680
001-1103-519.21-00	FICA/Medicare Taxes	20,785	19,590	22,063	25,056	23,180
001-1103-519.22-01	Retirement Contributions - FRS	34,478	30,344	37,955	36,904	35,235
001-1103-519.23-00	Medical Insurance	46,580	52,475	56,703	60,217	75,067
001-1103-519.23-02	Medical Insurance - Life & ST Disability	1,774	1,832	1,936	2,085	1,928
001-1103-519.24-00	Worker's Compensation	2,312	4,139	3,882	5,067	5,341
001-1103-519.25-00	Unemployment	-	-	275	-	-
	Subtotal Personnel Services	\$ 393,939	\$ 385,214	\$ 424,353	\$ 455,653	\$ 454,931
Operating						
001-1103-519.31-00	Professional Services	7,877	13,903	10,053	15,500	15,500
001-1103-519.34-01	Other Contractual Services - Lot Mowing	43,428	49,850	51,110	44,000	54,000
001-1103-519.34-02	Other Contractual Services - Demolition	38,239	31,535	7,350	80,000	80,000
001-1103-519.40-00	Travel & Per Diem	-	197	30	1,070	1,070
001-1103-519.41-00	Communications Services	5,432	7,359	7,376	7,027	7,400
001-1103-519.42-00	Postage & Transportation	9,111	8,684	4,404	10,000	10,000
001-1103-519.44-00	Rentals & Leases	1,573	1,453	849	1,574	1,574
001-1103-519.45-01	Insurance - Operating Liability	2,847	2,253	2,388	2,388	3,724
001-1103-519.45-02	Insurance - Auto Liability	1,862	897	1,116	1,116	2,201
001-1103-519.46-00	Repair & Maintenance Services	12,003	40,999	15,822	17,200	17,200
001-1103-519.47-00	Printing & Binding	1,281	2,225	907	1,200	1,200
001-1103-519.49-00	Other Charges/Obligations	11,836	15,226	6,673	12,000	12,000
001-1103-519.51-00	Office Supplies	1,868	2,975	1,968	3,000	3,000
001-1103-519.52-00	Operating Supplies	3,786	2,055	456	3,000	3,000
001-1103-519.52-01	Operating Supplies - Gasoline/Diesel/Lubric	3,736	4,541	3,455	4,176	4,176
001-1103-519.52-05	Operating Supplies - Uniforms	1,700	1,361	442	1,500	1,500
001-1103-519.54-01	Books/Pubs/Subsc/Memb - Prof Dues	440	1,687	1,030	275	350
001-1103-519.54-02	Books/Pubs/Subsc/Memb - Conf/Seminar	-	2,050	597	2,500	3,000
	Subtotal Operating	\$ 147,019	\$ 189,250	\$ 116,026	\$ 207,526	\$ 220,895
	Total	\$ 540,958	\$ 574,464	\$ 540,379	\$ 663,179	\$ 675,826

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	2019 Actual	2020 Actual	2021 Budget	2022 Budget
Salaries	\$ 93,578	\$ 78,811	\$ 78,223	\$ 85,224
Benefits	38,924	30,510	27,363	33,447
Operating	14,307	10,158	10,251	11,079
Supplies	484	306	1,095	560
Total	\$ 147,293	\$ 119,785	\$ 116,932	\$ 130,310

Funding Source				
Total	147,293	119,785	116,932	130,310
Total	\$ 147,293	\$ 119,785	\$ 116,932	\$ 130,310

Our Accomplishments in 2020-21

- ❖ Business tax receipt are completely online this year. Business owners can apply for and pay for their tax receipts as well. The public can also look up businesses to find out information. The tax due notices that will be generated in July will collect information to allow the customer to pay by card. Business tax receipts are also available to be printed online.

Goals and Objectives for 2021-22

- ❖ Update/validate the customer data base with current valid email address to ensure proper email notifications to customers.
- ❖ Train two additional staff members to use the online system to process a business tax receipt.

Development Services - Business Tax Receipts Performance Measures

Activity	Actual 2018-2019	Actual 2019-2020	Expected 2020-2021	Proposed 2021-2022
Business Tax Receipts billed	2,893	3,200	2,700	2,700
Business Tax Receipts second notices	1,374	1,000	550	400
Tax Due Notices to collections	51	100	180	100

Authorized Positions

Full Time Equivalents	Grade	Funded 2020	Funded 2021	+/-	Funded 2022	Authorized & Unfunded
Business Tax Receipts						
Fire Marshall **	214	0.03	-	-	-	-
Deputy Building Official **	422	-	0.05	-	0.05	-
Building Official **	425	0.10	-	-	-	-
Permit/Licensing Coordinator **	415	0.85	-	-	-	-
Information and Licensing Coordinator **	417	-	0.95	0.05	1.00	-
Permit Coordinator **	408	0.10	0.09	-	0.09	-
Administrative Specialist II **	409	0.10	-	-	-	-
Administrative Specialist III **	412	-	0.10	-	0.10	-
Total Full Time Equivalents		1.18	1.19	0.05	1.24	-

**Split between funds or departments/divisions

Business Tax Receipts

Account	Description	2018 Actual	2019 Actual	2020 Actual	2021 Budget	2022 Budget
Personnel Services						
001-1101-513.12-00	Regular Salaries & Wages	64,918	93,080	78,253	75,607	82,608
001-1101-513.12-02	Regular Salaries - Additional Pays	-	310	30	-	-
001-1101-513.12-06	Reg Salaries - Opt Out Health Insurance	15	-	27	36	36
001-1101-513.14-00	Overtime	55	188	501	2,580	2,580
001-1101-513.15-00	Special Pay	26	-	-	-	-
001-1101-513.21-00	FICA/Medicare Taxes	4,571	6,694	5,501	6,006	6,230
001-1101-513.22-01	Retirement Contributions - FRS	4,970	7,785	7,075	6,906	9,150
001-1101-513.22-03	Retirement Contributions - Fire Pension	106	-	-	-	-
001-1101-513.23-00	Medical Insurance	12,437	23,522	17,166	13,696	17,282
001-1101-513.23-02	Medical Insurance - Life & ST Disability	417	600	480	489	508
001-1101-513.24-00	Worker's Compensation	224	323	288	266	277
	Subtotal Personnel Services	\$ 87,739	\$ 132,502	\$ 109,321	\$ 105,586	\$ 118,671
Operating						
001-1101-513.34-00	Other Contractual Services	182	317	-	250	250
001-1101-513.40-00	Travel & Per Diem	-	-	-	110	-
001-1101-513.41-00	Communications Services	164	196	185	180	180
001-1101-513.42-00	Postage & Transportation	2,246	2,554	934	2,300	1,300
001-1101-513.44-00	Rentals & Leases	713	658	381	730	730
001-1101-513.45-01	Insurance - Operating Liability	19	20	21	21	19
001-1101-513.46-00	Repair & Maintenance Services	-	5,156	7	-	-
001-1101-513.47-00	Printing & Binding	670	913	448	860	600
001-1101-513.49-00	Other Charges/Obligations	2,343	4,493	8,182	5,800	8,000
001-1101-513.51-00	Office Supplies	160	257	256	260	260
001-1101-513.52-00	Operating Supplies	638	342	-	500	250
001-1101-513.54-01	Books/Pubs/Subsc/Memb - Prof Dues	50	(115)	50	50	50
001-1101-513.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	-	-	-	285	-
	Subtotal Operating	\$ 7,185	\$ 14,791	\$ 10,464	\$ 11,346	\$ 11,639
	Total	\$ 94,924	\$ 147,293	\$ 119,785	\$ 116,932	\$ 130,310

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	2019 Actual	2020 Actual	2021 Budget	2022 Budget
Salaries	\$ 602,469	\$ 623,693	\$ 748,819	\$ 822,746
Benefits	216,666	227,540	264,549	470,489
Operating	407,091	401,035	632,325	737,618
Supplies	53,843	19,279	52,506	52,506
Capital	-	-	32,000	37,000
Transfers	-	-	5,692	1,997,265
Total \$	1,280,069	\$ 1,271,547	\$ 1,735,891	\$ 4,117,624

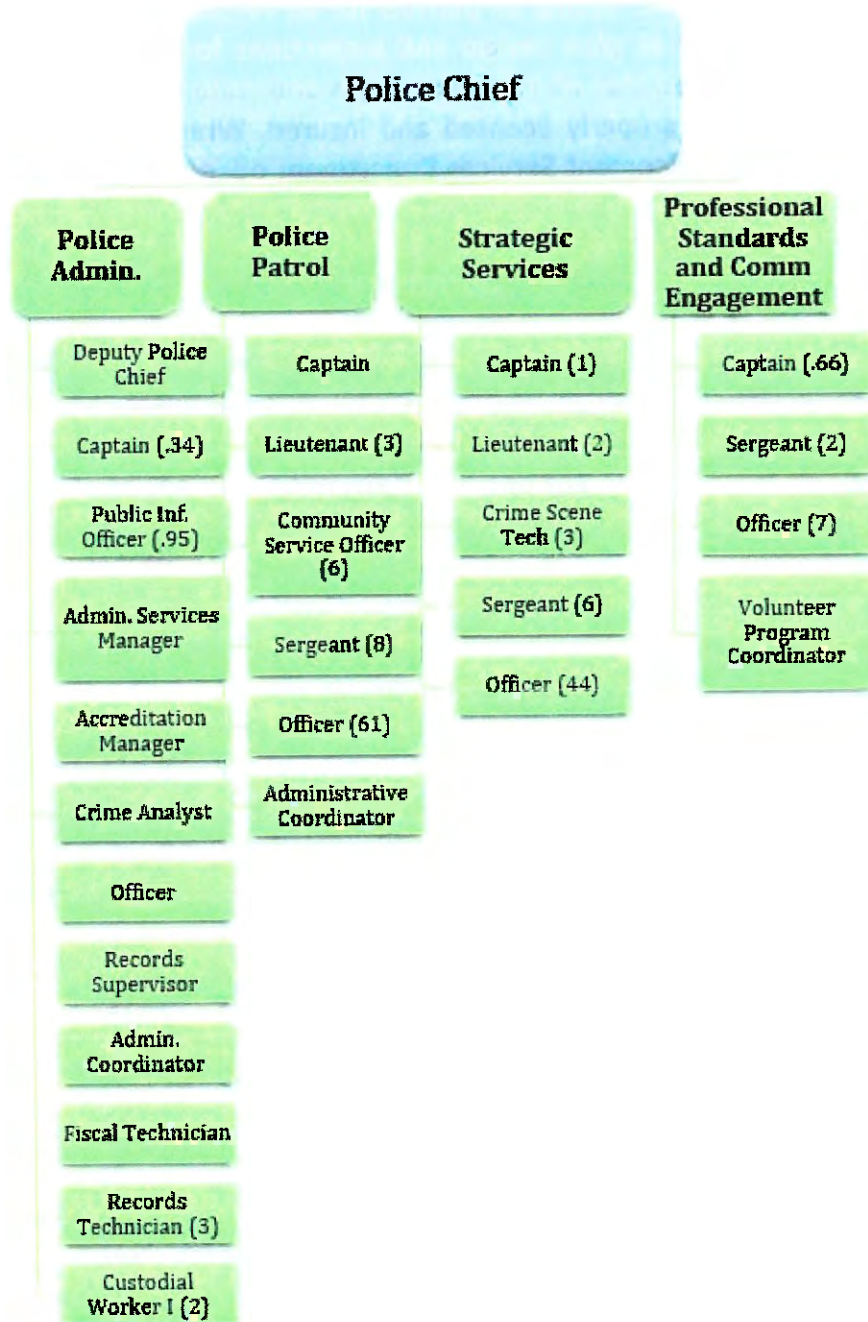
Authorized Positions

Full Time Equivalents	Grade	Funded 2020	Funded 2021	+/-	Funded 2022	Authorized & Unfunded
Building Inspection Fund						
Executive Director of Development Services **	433	0.35	0.35	-	0.35	-
Fire Marshall **	214	-	-	-	-	-
Building Official **	425	1.00	1.00	-	1.00	-
Deputy Building Official **	422	0.95	0.95	-	0.95	-
Plans Examiner	419/422	1.00	1.00	1.00	2.00	-
Building Codes Inspector I	415	1.00	1.00	-	1.00	-
Building Codes Inspector II	417	1.00	1.00	-	1.00	1.00
Building Codes Inspector III	419	2.00	2.00	-	2.00	-
Permit/Licensing Coordinator **	415	-	-	-	-	-
Information and Licensing Coordinator **	417	0.05	0.05	(0.05)	-	-
Permit Technician II	-	-	-	-	-	1.00
Permit Coordinator **	408	2.91	2.91	-	2.91	-
Administrative Specialist II **	409	-	-	-	-	-
Administrative Specialist III **	412	0.90	0.90	-	0.90	-
Total Full Time Equivalents		11.16	11.16	0.95	12.11	2.00

**Split between funds or departments/divisions

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

POLICE DEPARTMENT



Mission Statement

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

Vision

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

Values

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

Summary

Expenditures	2019 Actual	2020 Actual	2021 Budget	2022 Budget
Salaries	\$ 8,836,277	\$ 9,822,353	\$ 9,642,527	\$ 10,073,106
Benefits	4,575,232	4,827,277	4,754,804	4,760,151
Operating	1,914,594	2,004,586	2,203,909	2,319,032
Supplies	761,550	634,542	840,802	838,478
Total	\$ 16,087,653	\$ 17,288,758	\$ 17,442,042	\$ 17,990,767

Funding Source				
Total	16,087,653	17,288,758	17,442,042	17,990,767
Total	\$ 16,087,653	\$ 17,288,758	\$ 17,442,042	\$ 17,990,767

Police Department as a percentage of General Fund

33.3%



With a total workforce of 160.95 employees, 140 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. Accreditation has long been recognized as a means of maintaining the highest standards of professionalism. Accreditation is the certification by an independent reviewing authority that an entity has met specific requirements and prescribed standards. Schools, universities, and hospitals are some of the most well-known organizations that are required to maintain accreditation. Since 1993 law enforcement agencies in Florida have attained accredited status through the Commission for Florida Law Enforcement Accreditation, Inc. To maintain law enforcement accreditation, the Sanford Police Department is required to comply with over 250 professional standards of performance.

Police Department Combined

Account	Description	2018 Actual	2019 Actual	2020 Actual	2021 Budget	2022 Budget
Personnel Services						
001-2020-521.12-00	Regular Salaries & Wages	8,044,957	8,121,025	9,054,209	8,866,080	9,322,412
001-2020-521.12-02	Regular Salaries - Additional Pays	124,997	130,741	143,644	145,026	158,694
001-2020-521.12-05	Regular Salaries - Incentive Bonus	-	-	-	1,943	1,943
001-2020-521.12-06	Reg Salaries - Opt Out Health Insurance	16,200	13,400	15,965	15,550	19,060
001-2020-521.13-00	Part Time Wages	-	-	-	40,211	41,823
001-2020-521.14-00	Overtime	382,906	459,676	491,458	444,024	391,173
001-2020-521.15-00	Special Pay	40,843	36,990	37,198	47,599	50,525
001-2020-521.15-02	Special Pay - Police State Incentive	73,454	73,045	79,879	82,094	87,476
001-2020-521.15-07	Special Pay - Mortgage Assistance	4,600	1,400	-	-	-
001-2020-521.21-00	FICA/Medicare Taxes	641,695	649,502	723,308	737,537	755,729
001-2020-521.22-01	Retirement Contributions - FRS	667,123	887,097	1,071,846	1,092,744	1,206,252
001-2020-521.22-02	Retirement Contributions - Police Pension	1,250,168	1,168,819	932,416	936,033	371,463
001-2020-521.22-06	Retirement Contributions - City Cont 457	23,016	24,114	24,231	23,400	13,643
001-2020-521.23-00	Medical Insurance	1,348,764	1,543,930	1,758,521	1,586,535	2,025,125
001-2020-521.23-02	Medical Insurance - Life & ST Disability	20,422	21,738	24,016	28,294	29,471
001-2020-521.24-00	Worker's Compensation	158,111	279,233	290,221	350,261	358,468
001-2020-521.25-00	Unemployment Compensation	-	799	2,718	-	-
	Subtotal Personnel Services	\$ 12,797,256	\$ 13,411,509	\$ 14,649,630	\$ 14,397,331	\$ 14,833,257
Operating						
001-2020-521.31-00	Professional Services	61,746	67,009	30,745	4,300	4,300
001-2020-521.34-00	Other Contractual Services	614,300	630,037	647,103	741,208	697,728
001-2020-521.40-00	Travel & Per Diem	21,800	41,204	17,332	26,805	26,805
001-2020-521.41-00	Communications Services	208,817	251,711	231,191	244,223	244,223
001-2020-521.42-00	Postage & Transportation	1,886	1,575	1,387	2,651	2,651
001-2020-521.43-00	Utility Services	102,188	100,565	82,734	96,474	96,474
001-2020-521.44-00	Rentals & Leases	161,290	176,438	163,151	182,298	198,098
001-2020-521.45-01	Insurance - Operating Liability	86,580	89,020	95,942	87,108	90,997
001-2020-521.45-02	Insurance - Auto Liability	73,617	33,935	44,735	60,158	79,012
001-2020-521.46-00	Repair & Maintenance Services	441,423	452,220	619,797	587,754	731,814
001-2020-521.47-00	Printing & Binding	12,022	8,959	14,458	18,795	18,795
001-2020-521.48-00	Promotional Activities	33,955	24,944	27,547	40,000	40,000
001-2020-521.49-00	Other Charges/Obligations	39,869	36,977	28,464	112,135	88,135
001-2020-521.51-00	Office Supplies	14,211	18,303	21,182	30,236	30,236
001-2020-521.52-00	Operating Supplies	220,012	234,592	174,207	226,193	223,869
001-2020-521.52-01	Operating Supplies - Gasoline/Diesel/Lubric	351,029	364,208	284,181	389,681	389,681
001-2020-521.52-05	Operating Supplies - Uniforms	84,379	68,784	101,996	103,922	103,922
001-2020-521.54-01	Books/Pubs/Subsc/Memb - Prof Dues	4,367	5,415	5,401	8,870	8,870
001-2020-521.54-02	Books/Pubs/Subsc/Memb - Conf/Seminar	9,986	40,713	23,334	4,100	4,100
001-2020-521.54-03	Books/Pubs/Subsc/Memb - Subscriptions	16,587	88	-	5,225	5,225
001-2020-521.54-04	Books/Pubs/Subsc/Memb - Subscriptions	31,307	29,447	24,241	72,575	72,575
	Subtotal Operating	\$ 2,591,371	\$ 2,676,144	\$ 2,639,128	\$ 3,044,711	\$ 3,157,510
	Total	\$ 15,388,627	\$ 16,087,653	\$ 17,288,758	\$ 17,442,042	\$ 17,990,767

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	2019 Actual	2020 Actual	2021 Budget	2022 Budget
Salaries	\$ 830,190	\$ 734,397	\$ 882,018	\$ 859,967
Benefits	354,090	318,494	374,021	371,119
Operating	511,175	422,630	501,144	492,787
Supplies	85,269	85,742	77,582	77,258
Total	\$ 1,780,724	\$ 1,561,263	\$ 1,834,765	\$ 1,801,131

Funding Source				
Total	1,780,724	1,561,263	1,834,765	1,801,131
Total	\$ 1,780,724	\$ 1,561,263	\$ 1,834,765	\$ 1,801,131

Our Accomplishments in 2020-21

- ❖ Reduced part I crime by 27%
- ❖ Improving traffic safety by conducting 10 targeted traffic operations focusing on pedestrian, cyclist, motorist, and officer safety. These operations included seat belt, crosswalk, move-over, and bicycle violations.
- ❖ Fostered partnerships - SRP's submitted two proposals to utilize funds from a Walmart grant for bicycle locks that could be given to students who ride to school and character cutouts which would allow for photo opportunities between elementary students and SRO's.
- ❖ Hosted quarterly 'live chat' sessions via social media promoting communication between citizens and various agency units.

Goals and Objectives for 2021-22

- ❖ A safe community, reduce part I crimes.
- ❖ Fostering partnerships through a wide array of activities including the addition of a second youth activity trailer.
- ❖ Promote employee development & wellness/new lighter bullet proof vest and carriers incorporated into outer cover uniform shirt.
- ❖ Implement a holistic wellness program policy and fitness testing.
- ❖ Increase employee participation in four community driven wellness activities.

Police - Administration Performance Measures				
Activity	Actual 2018-2019	Actual 2019-2020	Expected 2020-2021	Proposed 2021-2022
Internal Complaints	50	41	39	36
Citizen Complaints	14	11	10	8
Crimes Analyst Inquiries	650	269	250	250
Number of Officer Body Cameras Deployed	90	128	140	140

Authorized Positions

Full Time Equivalents	Grade	Funded 2020	Funded 2021	+/-	Funded 2022	Authorized & Unfunded
Police - Administration						
Police Chief	432	1.00	1.00	-	1.00	-
Deputy Police Chief	216	1.00	1.00	-	1.00	-
Lieutenant	213	-	-	-	-	-
Captain **	214	0.34	0.34	-	0.34	-
Public Information Officer **	423	0.95	0.95	-	0.95	-
Support Services Supervisor		-	-	-	-	1.00
Administrative Services Manager	422	1.00	1.00	-	1.00	-
Accreditation Manager	416	1.00	1.00	-	1.00	-
Crime Analyst	416	1.00	1.00	-	1.00	-
Officer	205	1.00	1.00	-	1.00	-
Records Supervisor	412	1.00	1.00	-	1.00	-
Administrative Coordinator	413	1.00	1.00	-	1.00	-
Fiscal Technician	410	1.00	1.00	-	1.00	-
Records Technician	409	3.00	3.00	-	3.00	-
Administrative Specialist I	406	-	-	-	-	1.00
Custodial Worker I	302	2.00	2.00	-	2.00	-
Total Full Time Equivalents		15.29	15.29	-	15.29	2.00

**Split between funds or departments/divisions

Police Administration

Account	Description	2018 Actual	2019 Actual	2020 Actual	2021 Budget	2022 Budget
Personnel Services						
001-2022-521.12-00	Regular Salaries & Wages	824,035	775,593	718,239	784,098	801,834
001-2022-521.12-02	Regular Salaries - Additional Pays	6,049	5,391	3,822	4,170	2,746
001-2022-521.12-06	Reg Salaries - Opt Out Health Insurance	3,268	1,608	1,365	1,510	1,510
001-2022-521.13-00	Part Time Wages	-	-	-	40,211	41,823
001-2022-521.14-00	Overtime	39,358	45,297	8,799	48,750	8,775
001-2022-521.15-00	Special Pay	340	-	-	1,989	1,989
001-2022-521.15-02	Special Pay - Police State Incentive	2,145	2,301	2,172	1,290	1,290
001-2022-521.21-00	FICA/Medicare Taxes	64,478	60,603	53,491	67,180	61,833
001-2022-521.22-01	Retirement Contributions - FRS	37,466	37,636	42,919	51,349	58,326
001-2022-521.22-02	Retirement Contributions - Police Pension	69,153	58,696	25,218	41,634	22,175
001-2022-521.22-06	Retirement Contributions - City Cont 457	23,016	24,114	24,231	23,400	13,643
001-2022-521.23-00	Medical Insurance	136,000	153,318	156,765	165,750	193,626
001-2022-521.23-02	Medical Insurance - Life & ST Disability	4,167	4,248	4,190	5,151	5,231
001-2022-521.24-00	Worker's Compensation	9,387	15,475	11,680	19,557	16,285
	Subtotal Personnel Services	\$ 1,218,862	\$ 1,184,280	\$ 1,052,891	\$ 1,256,039	\$ 1,231,086
Operating						
001-2022-521.31-00	Professional Services	55,329	64,737	29,332	300	300
001-2022-521.34-00	Other Contractual Services	-	37	1,303	30,828	30,828
001-2022-521.40-00	Travel & Per Diem	6,951	27,960	6,053	-	-
001-2022-521.41-00	Communications Services	24,854	31,554	26,868	23,265	23,265
001-2022-521.42-00	Postage & Transportation	1,886	1,575	1,278	2,651	2,651
001-2022-521.43-00	Utility Services	102,188	100,585	82,734	96,474	96,474
001-2022-521.44-00	Rentals & Leases	17,213	16,158	13,960	17,838	17,838
001-2022-521.45-01	Insurance - Operating Liability	86,580	89,020	95,942	87,108	90,997
001-2022-521.45-02	Insurance - Auto Liability	2,945	1,357	1,789	2,406	3,160
001-2022-521.46-00	Repair & Maintenance Services	99,353	143,342	119,332	159,985	162,985
001-2022-521.47-00	Printing & Binding	4,162	2,077	4,543	4,230	4,230
001-2022-521.48-00	Promotional Activities	28,269	23,948	22,029	40,000	40,000
001-2022-521.49-00	Other Charges/Obligations	15,888	8,845	17,467	36,059	20,059
001-2022-521.51-00	Office Supplies	3,479	9,071	7,471	13,775	13,775
001-2022-521.52-00	Operating Supplies	24,573	27,632	27,931	16,230	15,906
001-2022-521.52-01	Operating Supplies - Gasoline/Diesel/Lubric	35,629	37,302	28,238	18,990	18,990
001-2022-521.52-05	Operating Supplies - Uniforms	8,575	4,226	5,770	4,000	4,000
001-2022-521.54-01	Books/Pubs/Subsc/Memb - Prof Dues	3,442	4,356	3,965	6,000	6,000
001-2022-521.54-02	Books/Pubs/Subsc/Memb - Conf/Seminar	2,250	1,899	12,367	3,800	3,800
001-2022-521.54-03	Books/Pubs/Subsc/Memb - Subscriptions	-	88	-	387	387
001-2022-521.54-04	Books/Pubs/Subsc/Memb - School Tuition	6,354	695	-	14,400	14,400
	Subtotal Operating	\$ 529,920	\$ 596,444	\$ 508,372	\$ 578,726	\$ 570,045
	Total	\$ 1,748,782	\$ 1,780,724	\$ 1,561,263	\$ 1,834,765	\$ 1,801,131

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	2019 Actual	2020 Actual	2021 Budget	2022 Budget
Salaries	\$ 3,645,934	\$ 4,244,499	\$ 4,545,477	\$ 4,796,779
Benefits	1,882,626	2,130,844	2,300,654	2,331,681
Operating	997,162	1,156,068	1,193,291	1,301,017
Supplies	360,253	311,642	397,100	392,729
Total	\$ 6,885,975	\$ 7,843,053	\$ 8,436,522	\$ 8,822,206

Funding Source				
Total	6,885,975	7,843,053	8,436,522	8,822,206
Total	\$ 6,885,975	\$ 7,843,053	\$ 8,436,522	\$ 8,822,206

Our Accomplishments in 2020-21

- ❖ Patrol Division's output has decreased by 17.02% from the previous year and a 31.84% decrease in the number of reports cleared by arrests and a 57.89% decrease in reports cleared by citations due to COVID-19.

Goals and Objectives for 2021-22

- ❖ The Patrol Division will continue to answer calls for service as received, providing the most professional service possible. As the population of our city continues to grow, the demand for police services will also likely increase. The City's commitment to incrementally increase the number of police employees (sworn and non-sworn) commensurate with the increasing City population and its demand for services will support our goal of providing a quality driven safe community for every citizen within our jurisdiction. Patrol Officer discretionary time that occurs between answering calls

for service is often dedicated to a wide array of crime prevention activities that significantly contributes to fostering trust and cooperation. As the demand for police services increases with population growth, the number of calls for service will also increase, thereby decreasing the amount of discretionary time officers will have available to devote to these valuable prevention activities. Therefore, it will be one of our most important goals to clearly communicate our agency's needs to City decision makers the need to increase sworn and nonsworn police employees as the population continues to increase.

Police - Patrol Operations Performance Measures				
Activity	Actual 2018-2019	Actual 2019-2020	Expected 2020-2021	Proposed 2021-2022
Total Call for Service	136,737	122,395	119,947	119,708
Officer Initiated Calls	66,983	58,020	60,000	65,000
# Citations/Warnings Issued	26,256	4,226	4,141	4,058
# Part 1 Crimes	2,647	1,917	1,878	1,814
Total Number of Reports Generated	17,829	25,245	25,750	26,215
Average Response Time to Priority 1 Calls (min)	7.12	7.32	5	3.1

Authorized Positions

Full Time Equivalents	Grade	Funded 2020	Funded 2021	+/-	Funded 2022	Authorized & Unfunded
Police - Patrol						
Sergeant	209	8.00	8.00	-	8.00	2.00
Captain	214	1.00	1.00	-	1.00	-
Lieutenant	213	3.00	3.00	-	3.00	-
Administrative Coordinator	413	1.00	1.00	-	1.00	-
Community Service Officer	411	5.00	5.00	1.00	6.00	-
Officer	205	55.00	55.00	3.00	58.00	-
Officer - Cops Grant Funded	205	3.00	3.00	-	3.00	-
Total Full Time Equivalents		76.00	76.00	4.00	80.00	2.00

Patrol Patrol

Account	Description	2018 Actual	2019 Actual	2020 Actual	2021 Budget	2022 Budget
Personnel Services						
001-2023-521.12-00	Regular Salaries & Wages	3,176,905	3,296,307	3,788,780	4,097,428	4,465,704
001-2023-521.12-02	Regular Salaries - Additional Pays	56,169	61,819	71,921	78,665	90,247
001-2023-521.12-06	Reg Salaries - Opt Out Health Insurance	5,100	5,000	4,700	4,680	7,020
001-2023-521.14-00	Overtime	151,524	219,975	203,209	173,748	173,748
001-2023-521.15-00	Special Pay	19,189	14,119	13,314	19,441	19,929
001-2023-521.15-02	Special Pay - Police State Incentive	29,896	28,931	31,135	37,089	40,131
001-2023-521.15-07	Special Pay - Mortgage Assistance	2,000	-	-	-	-
001-2023-521.21-00	FICA/Medicare Taxes	254,041	266,726	301,930	337,533	358,122
001-2023-521.22-01	Retirement Contributions - FRS	327,309	470,285	577,980	612,246	659,418
001-2023-521.22-02	Retirement Contributions - Police Pension	480,111	370,096	279,324	327,677	126,716
001-2023-521.23-00	Medical Insurance	541,935	640,303	759,147	761,198	998,351
001-2023-521.23-02	Medical Insurance - Life & ST Disability	7,516	7,981	9,181	11,407	12,339
001-2023-521.24-00	Worker's Compensation	66,163	119,240	126,177	166,617	176,735
001-2023-521.25-00	Unemployment Compensation	-	799	2,718	-	-
	Subtotal Personnel Services	\$ 5,117,858	\$ 5,501,581	\$ 6,169,516	\$ 6,627,729	\$ 7,128,460
Operating						
001-2023-521.31-00	Professional Services	2,861	2,272	1,413	4,000	4,000
001-2023-521.34-00	Other Contractual Services	614,300	630,000	645,800	710,380	666,900
001-2023-521.40-00	Travel & Per Diem	3,906	240	-	-	-
001-2023-521.41-00	Communications Services	118,143	137,138	133,932	134,098	134,098
001-2023-521.42-00	Postage & Transportation	-	-	83	-	-
001-2023-521.44-00	Rentals & Leases	2,862	2,607	1,333	2,862	2,862
001-2023-521.45-02	Insurance - Auto Liability	41,961	19,342	25,498	34,289	45,035
001-2023-521.46-00	Repair & Maintenance Services	174,924	193,837	341,033	294,665	435,125
001-2023-521.47-00	Printing & Binding	4,439	4,512	3,819	7,201	7,201
001-2023-521.48-00	Promotional Activities	87	-	186	-	-
001-2023-521.49-00	Other Charges/Obligations	5,032	7,214	2,971	5,796	5,796
001-2023-521.51-00	Office Supplies	1,261	505	2,784	3,328	3,328
001-2023-521.52-00	Operating Supplies	85,013	120,248	87,933	112,939	110,939
001-2023-521.52-01	Operating Supplies - Gasoline/Diesel/Lubric	178,535	183,452	142,799	203,462	203,462
001-2023-521.52-05	Operating Supplies - Uniforms	55,069	54,172	79,029	75,000	75,000
001-2023-521.54-02	Books/Pubs/Subsc/Memb - Conf/Seminar	100	-	597	-	-
001-2023-521.54-03	Books/Pubs/Subsc/Memb - Subscriptions	9,537	-	-	2,371	-
001-2023-521.54-04	Books/Pubs/Subsc/Memb - School Tuition	4,787	1,876	(1,500)	-	-
	Subtotal Operating	\$ 1,302,817	\$ 1,357,415	\$ 1,467,710	\$ 1,590,391	\$ 1,693,746
	Total	\$ 6,420,675	\$ 6,858,996	\$ 7,637,226	\$ 8,218,120	\$ 8,822,206

Police COPS Grant

Account	Description	2018 Actual	2019 Actual	2020 Actual	2021 Budget	2022 Budget
Personnel Services						
001-2029-521.12-00	Regular Salaries & Wages	-	17,284	119,516	131,754	-
001-2029-521.12-02	Regular Salaries - Additional Pays	-	111	2,414	761	-
001-2029-521.14-00	Overtime	-	2,136	7,931	-	-
001-2029-521.15-00	Special Pay	-	143	813	975	-
001-2029-521.15-02	Special Pay - Police State Incentive	-	109	766	936	-
001-2029-521.21-00	FICA/Medicare Taxes	-	1,507	9,871	10,284	-
001-2029-521.22-01	Retirement Contributions - FRS	-	5,041	29,987	35,263	-
001-2029-521.23-00	Medical Insurance	-	-	30,207	32,923	-
001-2029-521.23-02	Medical Insurance - Life & ST Disability	-	-	248	369	-
001-2029-521.24-00	Worker's Compensation	-	648	4,074	5,137	-
	Subtotal Personnel Services	\$ -	\$ 26,979	\$ 205,827	\$ 218,402	\$ -
	Total	\$ -	\$ 26,979	\$ 205,827	\$ 218,402	\$ -

Strategic Services

The Strategic Services Division consists of Criminal Investigations Section, Traffic Unit, Neighborhood Response Unit, School Resource Officers, and Crime Scene Technicians. The Investigations Unit is responsible for the active investigation of reported crimes by both overt and covert methods. These actions result in the apprehension and arrest of offenders. The Neighborhood Response Unit is comprised of Uniformed Tactical Investigators who primarily focus on violent crimes and quality of life issues surrounding vice and narcotic offenses occurring within and around the city. The Crime Scene Unit is responsible for documenting crime scenes and major traffic crashes; identifying, collecting, and preserving evidence. The Traffic Unit provides traffic control for the City by writing citations for traffic violations, processing traffic crashes and conducting traffic homicide investigations. The Traffic Unit is also responsible for conducting speed assessments.

Summary

Expenditures	2019 Actual	2020 Actual	2021 Budget	2022 Budget
Salaries	\$ 1,694,303	\$ 3,531,421	\$ 3,345,043	\$ 3,497,281
Benefits	915,212	1,740,347	1,657,689	1,611,678
Operating	225,056	354,689	434,588	446,456
Supplies	131,924	144,993	225,718	223,709
Total	\$ 2,966,495	\$ 5,771,450	\$ 5,663,038	\$ 5,779,124

Funding Source				
Total	2,966,495	5,771,450	5,663,038	5,779,124
Total	\$ 2,966,495	\$ 5,771,450	\$ 5,663,038	\$ 5,779,124

Our Accomplishments in 2020-21

- ❖ **CRIMINAL INVESTIGATIONS SECTION:** This section investigated 1,903 cases, of which 67% (1,268) were General Assignment, 14% (266) were Major Crimes, 13% (238) were Financial Crimes, and 7% (131) were Auto Theft. The Crime Scene Unit consisting of three Crime Scene Technicians responded to 100 'call outs' in 2020.
- ❖ **TRAFFIC UNIT:** Maintained four motor officers and two aggressive driving officers throughout 2020. The traffic unit was utilized throughout 2020 to fill temporary vacancies attributed to COVID-19 in patrol and SRO. The production of the traffic unit in 2020 compared to 2019 has decreased by approximately 39% in citations/warnings issued (6,955 to 4,226). Traffic crashes investigated by the traffic unit also decreased by 10% during the same period (1,011 to 904). The traffic unit did see a decrease of 50% in traffic fatalities from 2019 to 2020 (6 to 3) which includes two pedestrian fatalities. This decrease was a result of COVID mitigation measures undertaken by the unit.

Goals and Objectives for 2021-22

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

Police - Strategic Services Performance Measures

Activity	Actual 2018-2019	Actual 2019-2020	Expected 2020-2021	Proposed 2021-2022
# Homicide cases assigned to CID	9	3	1	1
# Homicide cases cleared by Arrest/Capias	6	3	1	1
# Agg Assault cases assigned to CID	58	391	383	375
# Agg Assault cases cleared by Arrest/Capias	11	16	15	15
# Robbery cases assigned to CID	72	84	82	80
# Robbery cases cleared by Arrest/Capias	12	9	10	15
# Sexual Assault cases assigned to CID	43	37	35	33
# Sexual Assault cases cleared by Arrest/Capias	10	8	10	10
# Burglary cases assigned to CID	321	210	206	200
# Burglary cases cleared by Arrest/Capias	19	7	10	19
# Larceny cases assigned to CID	793	1,084	1,063	1,042
# Larceny cases cleared by Arrest/Capias	32	17	75	80
Citations Issued	14,723	15,000	14,000	14,000
# of part 1 Crimes	1,306	1,917	2,000	2,200
Training Hours	14,000	14,000	14,000	14,000
FTO Training Hours	14,000	14,000	14,000	14,000
Number of CRU Outreach Events/Meetings	500	500	500	500

Authorized Positions

Full Time Equivalents	Grade	Funded 2020	Funded 2021	+/-	Funded 2022	Authorized & Unfunded
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Police - Strategic Services (renamed from Investigations and incorporated Traffic and SRO 2020)						
Sergeant	209	6.00	6.00	-	6.00	-
Captain **	214	1.00	1.00	-	1.00	-
Lieutenant	213	2.00	2.00	-	2.00	-
Crime Scene/Evidence Technician	413	3.00	3.00	-	3.00	-
Investigative Aide	413	-	-	-	-	1.00
Administrative Specialist II	409	-	-	-	-	1.00
Officer	205	44.00	44.00	-	46.00	-
Total Full Time Equivalents		56.00	56.00	-	58.00	2.00

Strategic Services

Account	Description	2018 Actual	2019 Actual	2020 Actual	2021 Budget	2022 Budget
Personnel Services						
001-2024-521.12-00	Regular Salaries & Wages	1,482,048	1,540,807	3,238,120	3,114,981	3,257,352
001-2024-521.12-02	Regular Salaries - Additional Pays	24,260	29,178	51,301	49,414	52,261
001-2024-521.12-06	Reg Salaries - Opt Out Health Insurance	4,400	3,600	6,560	9,360	10,530
001-2024-521.14-00	Overtime	75,817	95,352	180,070	118,950	118,950
001-2024-521.15-00	Special Pay	5,799	8,362	18,309	16,536	19,461
001-2024-521.15-02	Special Pay - Police State Incentive	15,376	15,604	37,061	35,802	38,727
001-2024-521.15-07	Special Pay - Mortgage Assistance	2,600	1,400	-	-	-
001-2024-521.21-00	FICA/Medicare Taxes	118,171	123,733	261,122	255,956	265,702
001-2024-521.22-01	Retirement Contributions - FRS	94,722	112,343	243,428	279,822	367,832
001-2024-521.22-02	Retirement Contributions - Police Pension	293,131	331,141	532,796	490,751	188,384
001-2024-521.23-00	Medical Insurance	225,252	288,285	585,878	494,974	648,397
001-2024-521.23-02	Medical Insurance - Life & ST Disability	3,879	4,290	7,597	8,924	9,286
001-2024-521.24-00	Worker's Compensation	29,173	55,420	109,526	127,262	132,077
	Subtotal Personnel Services	\$ 2,374,628	\$ 2,609,515	\$ 5,271,768	\$ 5,002,732	\$ 5,108,959
Operating						
001-2024-521.31-00	Professional Services	3,556	-	-	-	-
001-2024-521.40-00	Travel & Per Diem	1,021	654	-	-	-
001-2024-521.41-00	Communications Services	31,670	34,742	45,880	62,722	62,722
001-2024-521.42-00	Postage & Transportation	-	-	26	-	-
001-2024-521.44-00	Rentals & Leases	107,615	110,598	147,858	161,598	177,398
001-2024-521.45-02	Insurance - Auto Liability	13,987	6,448	12,974	17,447	22,915
001-2024-521.46-00	Repair & Maintenance Services	100,955	52,029	138,196	119,358	119,958
001-2024-521.47-00	Printing & Binding	2,510	1,761	2,828	5,612	5,612
001-2024-521.48-00	Promotional Activities	3,698	94	63	-	-
001-2024-521.49-00	Other Charges/Obligations	17,758	18,730	6,864	67,851	57,851
001-2024-521.51-00	Office Supplies	9,176	5,310	9,432	11,561	11,561
001-2024-521.52-00	Operating Supplies	61,138	38,387	21,736	52,924	52,924
001-2024-521.52-01	Operating Supplies - Gasoline/Diesel/Lubric	73,127	76,058	95,351	138,456	138,456
001-2024-521.52-05	Operating Supplies - Uniforms	13,374	6,821	15,828	20,768	20,768
001-2024-521.54-01	Books/Pubs/Subsc/Memb - Prof Dues	-	-	360	-	-
001-2024-521.54-02	Books/Pubs/Subsc/Memb - Conf/Seminar	1,105	-	398	-	-
001-2024-521.54-03	Books/Pubs/Subsc/Memb - Subscriptions	-	-	-	2,009	-
001-2024-521.54-04	Books/Pubs/Subsc/Memb - School Tuition	5,580	5,348	1,888	-	-
	Subtotal Operating	\$ 446,270	\$ 356,980	\$ 499,682	\$ 660,306	\$ 670,165
	Total	\$ 2,820,898	\$ 2,966,495	\$ 5,771,450	\$ 5,663,038	\$ 5,779,124

Special Operations

Summary

Expenditures	2019 Actual	2020 Actual	2021 Budget	2022 Budget
Operating	\$ 14,767	\$ 124	\$ -	\$ -
Total	\$ 14,767	\$ 124	\$ -	\$ -

Funding Source				
Total	14,767	124	-	-
Total	\$ 14,767	\$ 124	\$ -	\$ -

Police Special Operations

Account	Description	2018 Actual	2019 Actual	2020 Actual	2021 Budget	2022 Budget
Personnel Services						
001-2030-521.12-00	Regular Salaries & Wages	83,739	-	-	-	-
001-2030-521.12-02	Regular Salaries - Additional Pays	1,170	-	-	-	-
001-2030-521.14-00	Overtime	1,624	-	-	-	-
001-2030-521.15-00	Special Pay	1,648	-	-	-	-
001-2030-521.15-02	Special Pay - Police State Incentive	1,634	-	-	-	-
001-2030-521.21-00	FICA/Medicare Taxes	6,871	-	-	-	-
001-2030-521.22-01	Retirement Contributions - FRS	9,014	-	-	-	-
001-2030-521.22-02	Retirement Contributions - Police Pension	12,043	-	-	-	-
001-2030-521.23-00	Medical Insurance	18,362	-	-	-	-
001-2030-521.23-02	Medical Insurance - Life & ST Disability	92	-	-	-	-
001-2030-521.24-00	Worker's Compensation	1,761	-	-	-	-
	Subtotal Personnel Services	\$ 137,958	\$ -	\$ -	\$ -	\$ -
Operating						
001-2030-521.40-00	Travel & Per Diem	124	-	-	-	-
001-2030-521.41-00	Communications Services	7,117	14,327	13	-	-
001-2030-521.47-00	Printing & Binding	612	440	111	-	-
	Subtotal Operating	\$ 7,853	\$ 14,767	\$ 124	\$ -	\$ -
	Total	\$ 145,811	\$ 14,767	\$ 124	\$ -	\$ -

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

Police Traffic

Summary

Expenditures	2019 Actual	2020 Actual	2021 Budget	2022 Budget
Salaries	\$ 410,150	\$ -	\$ -	-
Benefits	207,988	2,037	-	-
Operating	90,156	525	-	-
Supplies	35,624	-	-	-
Total	\$ 743,918	\$ 2,562	\$ -	-

Funding Source				
Total	743,918	2,562	-	-
Total	\$ 743,918	\$ 2,562	\$ -	-

Police Traffic

Account	Description	2018 Actual	2019 Actual	2020 Actual	2021 Budget	2022 Budget
Personnel Services						
001-2031-521.12-00	Regular Salaries & Wages	376,347	376,844	-	-	-
001-2031-521.12-02	Regular Salaries - Additional Pays	9,634	9,736	-	-	-
001-2031-521.14-00	Overtime	14,821	16,463	-	-	-
001-2031-521.15-00	Special Pay	1,588	1,556	-	-	-
001-2031-521.15-02	Special Pay - Police State Incentive	5,751	5,551	-	-	-
001-2031-521.21-00	FICA/Medicare Taxes	29,751	29,706	-	-	-
001-2031-521.22-01	Retirement Contributions - FRS	26,567	29,490	-	-	-
001-2031-521.22-02	Retirement Contributions - Police Pension	59,119	66,635	-	-	-
001-2031-521.23-00	Medical Insurance	62,472	67,483	2,012	-	-
001-2031-521.23-02	Medical Insurance - Life & ST Disability	767	831	25	-	-
001-2031-521.24-00	Worker's Compensation	7,886	13,843	-	-	-
	Subtotal Personnel Services	\$ 594,703	\$ 618,138	\$ 2,037	\$ -	\$ -
Operating						
001-2031-521.40-00	Travel & Per Diem	546	-	-	-	-
001-2031-521.41-00	Communications Services	6,001	5,943	50	-	-
001-2031-521.44-00	Rentals & Leases	33,600	47,075	-	-	-
001-2031-521.45-02	Insurance - Auto Liability	3,681	1,697	-	-	-
001-2031-521.46-00	Repair & Maintenance Services	31,547	35,025	475	-	-
001-2031-521.47-00	Printing & Binding	29	104	-	-	-
001-2031-521.49-00	Other Charges/Obligations	312	312	-	-	-
001-2031-521.51-00	Office Supplies	(319)	2,512	-	-	-
001-2031-521.52-00	Operating Supplies	8,138	9,731	-	-	-
001-2031-521.52-01	Operating Supplies - Gasoline/Diesel/Lubric	19,672	21,275	-	-	-
001-2031-521.52-05	Operating Supplies - Uniforms	5,554	2,106	-	-	-
001-2031-521.54-01	Books/Pubs/Subsc/Memb - Prof Dues	25	-	-	-	-
001-2031-521.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	994	-	-	-	-
001-2031-521.54-04	Books/Pubs/Subsc/Memb - School Tuition	950	-	-	-	-
	Subtotal Operating	\$ 110,730	\$ 125,780	\$ 525	\$ -	\$ -
	Total	\$ 705,433	\$ 743,918	\$ 2,562	\$ -	\$ -

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

Police School Resource Officers

Summary

Expenditures	2019 Actual	2020 Actual	2021 Budget	2022 Budget
Salaries	\$ 995,032	\$ -	\$ -	-
Benefits	550,968	-	-	-
Operating	20,932	-	-	-
Supplies	20,744	-	-	-
Total \$	1,587,676	\$ -	\$ -	-

Funding Source				
Total	1,587,676	-	-	-
Total \$	1,587,676	\$ -	\$ -	-

Police School Resource Officers

Account	Description	2018 Actual	2019 Actual	2020 Actual	2021 Budget	2022 Budget
Personnel Services						
001-2032-521.12-00	Regular Salaries & Wages	722,915	949,886	-	-	-
001-2032-521.12-02	Regular Salaries - Additional Pays	7,877	9,503	-	-	-
001-2032-521.12-06	Reg Salaries - Opt Out Health Insurance	1,400	1,200	-	-	-
001-2032-521.14-00	Overtime	9,832	13,272	-	-	-
001-2032-521.15-00	Special Pay	6,107	8,331	-	-	-
001-2032-521.15-02	Special Pay - Police State Incentive	10,203	12,840	-	-	-
001-2032-521.21-00	FICA/Medicare Taxes	56,766	74,310	-	-	-
001-2032-521.22-01	Retirement Contributions - FRS	6,012	37,941	-	-	-
001-2032-521.22-02	Retirement Contributions - Police Pension	202,460	230,320	-	-	-
001-2032-521.23-00	Medical Insurance	113,371	173,050	-	-	-
001-2032-521.23-02	Medical Insurance - Life & ST Disability	1,532	1,792	-	-	-
001-2032-521.24-00	Worker's Compensation	14,866	33,555	-	-	-
	Subtotal Personnel Services	\$ 1,153,341	\$ 1,546,000	\$ -	\$ -	\$ -
Operating						
001-2032-521.41-00	Communications Services	5,929	5,982	-	-	-
001-2032-521.45-02	Insurance - Auto Liability	3,681	1,697	-	-	-
001-2032-521.46-00	Repair & Maintenance Services	15,501	12,941	-	-	-
001-2032-521.49-00	Other Charges/Obligations	312	312	-	-	-
001-2032-521.52-00	Operating Supplies	921	-	-	-	-
001-2032-521.52-01	Operating Supplies - Gasoline/Diesel/Lubric	19,771	20,744	-	-	-
001-2032-521.52-05	Operating Supplies - Uniforms	936	-	-	-	-
001-2032-521.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	400	-	-	-	-
	Subtotal Operating	\$ 47,451	\$ 41,676	\$ -	\$ -	\$ -
	Total	\$ 1,200,792	\$ 1,587,676	\$ -	\$ -	\$ -

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

Police CRU

Summary

Expenditures	2019 Actual	2020 Actual	2021 Budget	2022 Budget
Salaries	\$ 318,073	\$ -	\$ -	-
Benefits	183,482	-	-	-
Operating	23,822	-	-	-
Supplies	25,491	-	-	-
Total \$	550,868	\$ -	\$ -	-

Funding Source				
Total	550,868	-	-	-
Total \$	550,868	\$ -	\$ -	-

Police CRU

Account	Description	2018 Actual	2019 Actual	2020 Actual	2021 Budget	2022 Budget
Personnel Services						
001-2033-521.12-00	Regular Salaries & Wages	448,377	303,761	-	-	-
001-2033-521.12-02	Regular Salaries - Additional Pays	4,451	1,472	-	-	-
001-2033-521.12-06	Reg Salaries - Opt Out Health Insurance	666	396	-	-	-
001-2033-521.14-00	Overtime	37,053	6,688	-	-	-
001-2033-521.15-00	Special Pay	3,224	2,507	-	-	-
001-2033-521.15-02	Special Pay - Police State Incentive	4,396	3,249	-	-	-
001-2033-521.21-00	FICA/Medicare Taxes	37,232	23,714	-	-	-
001-2033-521.22-01	Retirement Contributions - FRS	12,673	3,186	-	-	-
001-2033-521.22-02	Retirement Contributions - Police Pension	115,321	84,849	-	-	-
001-2033-521.23-00	Medical Insurance	85,163	61,169	-	-	-
001-2033-521.23-02	Medical Insurance - Life & ST Disability	1,280	1,031	-	-	-
001-2033-521.24-00	Worker's Compensation	9,057	9,533	-	-	-
	Subtotal Personnel Services	\$ 758,893	\$ 501,555	\$ -	\$ -	\$ -
Operating						
001-2033-521.41-00	Communications Services	5,256	8,620	-	-	-
001-2033-521.45-02	Insurance - Auto Liability	3,681	1,697	-	-	-
001-2033-521.46-00	Repair & Maintenance Services	15,501	12,074	-	-	-
001-2033-521.47-00	Printing & Binding	270	65	-	-	-
001-2033-521.49-00	Other Charges/Obligations	437	1,366	-	-	-
001-2033-521.51-00	Office Supplies	-	248	-	-	-
001-2033-521.52-00	Operating Supplies	900	4,156	-	-	-
001-2033-521.52-01	Operating Supplies - Gasoline/Diesel/Lubric	19,672	20,404	-	-	-
001-2033-521.52-05	Operating Supplies - Uniforms	79	683	-	-	-
	Subtotal Operating	\$ 45,796	\$ 49,313	\$ -	\$ -	\$ -
	Total	\$ 804,689	\$ 550,868	\$ -	\$ -	\$ -

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

Police Training

Summary

Expenditures	2019 Actual	2020 Actual	2021 Budget	2022 Budget
Salaries	\$ 942,596	\$ -	\$ -	\$ -
Benefits	480,866	-	-	-
Operating	31,521	-	-	-
Supplies	102,245	-	-	-
Total	\$ 1,557,228	\$ -	\$ -	\$ -

Funding Source				
Total	1,557,228	-	-	-
Total	\$ 1,557,228	\$ -	\$ -	\$ -

Police Training

Account	Description	2018 Actual	2019 Actual	2020 Actual	2021 Budget	2022 Budget
Personnel Services						
001-2041-521.12-00	Regular Salaries & Wages	930,592	860,543	-	-	-
001-2041-521.12-02	Regular Salaries - Additional Pays	15,366	13,531	-	-	-
001-2041-521.12-06	Reg Salaries - Opt Out Health Insurance	1,366	1,596	-	-	-
001-2041-521.14-00	Overtime	52,877	60,494	-	-	-
001-2041-521.15-00	Special Pay	2,948	1,972	-	-	-
001-2041-521.15-02	Special Pay - Police State Incentive	4,052	4,460	-	-	-
001-2041-521.21-00	FICA/Medicare Taxes	74,386	69,203	-	-	-
001-2041-521.22-01	Retirement Contributions - FRS	194,953	191,175	-	-	-
001-2041-521.22-02	Retirement Contributions - Police Pension	18,829	27,082	-	-	-
001-2041-521.23-00	Medical Insurance	166,210	160,323	-	-	-
001-2041-521.23-02	Medical Insurance - Life & ST Disability	1,188	1,564	-	-	-
001-2041-521.24-00	Worker's Compensation	19,818	31,519	-	-	-
	Subtotal Personnel Services	\$ 1,482,605	\$ 1,423,462	\$ -	\$ -	\$ -
Operating						
001-2041-521.40-00	Travel & Per Diem	9,252	12,349	-	-	-
001-2041-521.41-00	Communications Services	9,846	13,405	-	-	-
001-2041-521.45-02	Insurance - Auto Liability	3,681	1,697	-	-	-
001-2041-521.46-00	Repair & Maintenance Services	3,642	2,971	-	-	-
001-2041-521.48-00	Promotional Activities	1,902	902	-	-	-
001-2041-521.49-00	Other Charges/Obligations	130	197	-	-	-
001-2041-521.51-00	Office Supplies	613	658	-	-	-
001-2041-521.52-00	Operating Supplies	39,329	34,438	-	-	-
001-2041-521.52-01	Operating Supplies - Gasoline/Diesel/Lubric	4,623	4,972	-	-	-
001-2041-521.52-05	Operating Supplies - Uniforms	792	776	-	-	-
001-2041-521.54-01	Books/Pubs/Subsc/Memb - Prof Dues	900	1,059	-	-	-
001-2041-521.54-02	Books/Pubs/Subsc/Memb - Conf/Seminar	5,138	38,814	-	-	-
001-2041-521.54-03	Books/Pubs/Subsc/Memb - Subscriptions	7,050	-	-	-	-
001-2041-521.54-04	Books/Pubs/Subsc/Memb - School Tuition	13,636	21,528	-	-	-
	Subtotal Operating	\$ 100,534	\$ 133,766	\$ -	\$ -	\$ -
	Total	\$ 1,583,139	\$ 1,557,228	\$ -	\$ -	\$ -

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

Police Professional Standards and Community Engagement

The Division comprising the Professional Standards Section, Community Relations Unit (CRU), and Training Unit is not only responsible for processing public and internal complaints but is also responsible for being the vanguard of the Police Department's relentless efforts for fostering the agency's relationship with each and every citizen we serve. This Division is led by a Police Captain who also directly oversees the Professional Standards Unit is assisted by a very qualified and dynamic officer who not only processes IA complaints, but also manages the Off Duty Officer Details in support of the many private sector businesses throughout our community as well as being responsible for the interagency collection and dissemination of intelligence information throughout our agency. The CRU unit, led by a Sergeant, is composed of three additional sworn officers, two officers assigned to the Community Redevelopment Area (CRA) and one nonsworn Volunteer Coordinator. The CRU unit, often in coordination with the Public Information Officer, coordinates the Police Department's participation in 600 plus community reach-out events with all segments of our community. The around the clock efforts of this dynamic unit have paved the way for all Department officers and investigators to further support and directly participate in our dedicated efforts to foster positive and productive relationships throughout the entire community. Note that the non-sworn volunteer coordinator leads 60 plus volunteer members who patrol the city in two Volunteer Patrol Vehicles. They are the eyes and ears of the Police Department and have no law enforcement authority. They also assist the Police Department in a myriad of administrative and logistical support functions as well as many community events, including the very popular National Night Out event. The City of Sanford event is becoming one the largest within Central Florida. This event, combined with the events held across the nation on the same night, significantly increase crime prevention awareness, fostering positive relationships. The Division Captain also oversees the Training Unit which is composed of one Police Sergeant and one officer who facilitate all of the department's training in accordance with Florida Department of Law Enforcement as Commission for Florida Law Enforcement Accreditation standards. This unit is also tasked with recruiting, screening and facilitating the hiring of new officers and employees as well as facilitating the extensive four month orientation training each newly hired officer must complete before being released for independent duty throughout the city.

Expenditures	2019 Actual	2020 Actual	2021 Budget	2022 Budget
Salaries	\$ -	\$ 1,312,035	\$ 869,988	\$ 919,079
Benefits	-	635,557	422,440	445,673
Operating	-	70,553	74,886	78,772
Supplies	-	92,168	140,402	144,782
Total \$	-	\$ 2,110,313	\$ 1,507,716	\$ 1,588,306

Funding Source				
Total	-	2,110,313	1,507,716	1,588,306
Total \$	-	\$ 2,110,313	\$ 1,507,716	\$ 1,588,306

Our Accomplishments in 2020-21

- ❖ PROFESSIONAL STANDARDS: Please refer to the 2020 Annual Report for in-depth detailed information.
- ❖ TRAINING: Every officers receives annual fire arms and use of force training as well as police vehicle driver training and a wide array of additional recurring training required by the Florida Department Law Enforcement.
- ❖ COMMUNITY RELATIONS UNIT (CRU): The CRU and CRA conducted and/or participated in nearly 400 community outreach events throughout the city. The Volunteer members contributed 4,090 hours, which equates to a monetary value of approximately \$100,000.

Goals and Objectives for 2021-22

- ❖ The Professional Standards Division will continue to maintain the low incident of at-fault Vehicle crashes by the Emergency Operation Vehicle Course and web-based principle defensive driving course. While also continuing promoting partnerships with organizations to create outreach in the community while observing social distancing and other safe practices.

Authorized Positions

Full Time Equivalents	Grade	Funded 2020	Funded 2021	+/-	Funded 2022	Authorized & Unfunded
Police - Professional Standards and Community Engagement (CRU and Training)						
Captain **	214	0.66	0.66	-	0.66	-
Lieutenant **	213	-	-	-	-	-
Sergeant	209	2.00	2.00	-	2.00	-
Officer	205	7.00	7.00	-	7.00	-
Volunteer Program Coordinator	410	1.00	1.00	-	1.00	-
Total Full Time Equivalents		10.66	10.66	-	10.66	-

Police Professional Standards and Community Engagement

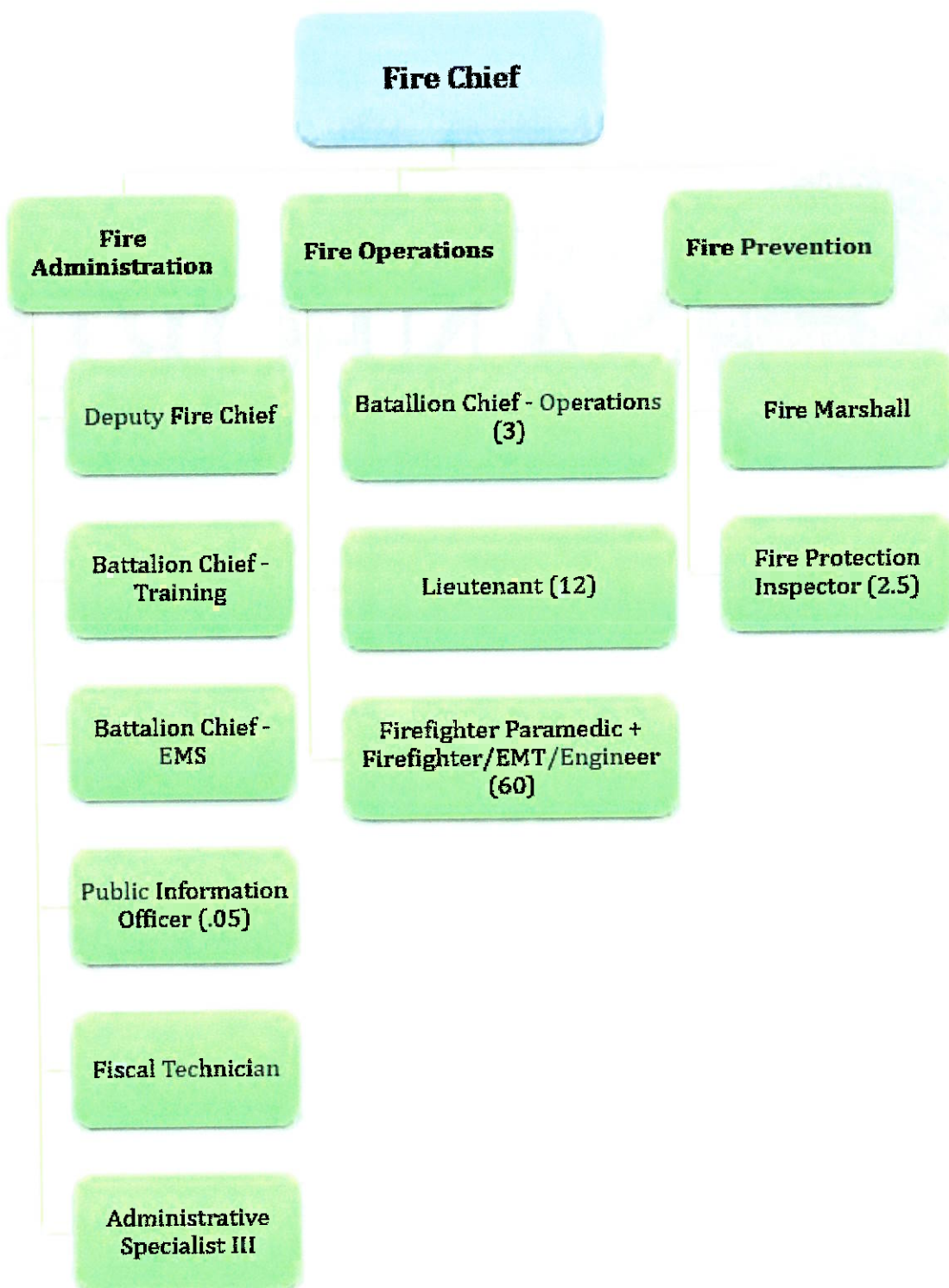
Account	Description	2018 Actual	2019 Actual	2020 Actual	2021 Budget	2022 Budget
Personnel Services						
001-2034-521.12-00	Regular Salaries & Wages	-	-	1,189,554	737,818	797,522
001-2034-521.12-02	Regular Salaries - Additional Pays	-	-	14,185	12,016	13,440
001-2034-521.12-05	Regular Salaries - Incentive Bonus	-	-	-	1,943	1,943
001-2034-521.12-06	Reg Salaries - Opt Out Health Insurance	-	-	3,340	-	-
001-2034-521.14-00	Overtime	-	-	91,450	102,576	89,700
001-2034-521.15-00	Special Pay	-	-	4,761	8,658	9,146
001-2034-521.15-02	Special Pay - Police State Incentive	-	-	8,745	6,977	7,328
001-2034-521.21-00	FICA/Medicare Taxes	-	-	96,895	66,584	70,072
001-2034-521.22-01	Retirement Contributions - FRS	-	-	177,533	114,064	120,676
001-2034-521.22-02	Retirement Contributions - Police Pension	-	-	95,077	75,971	34,188
001-2034-521.23-00	Medical Insurance	-	-	224,512	131,690	184,751
001-2034-521.23-02	Medical Insurance - Life & ST Disability	-	-	2,776	2,443	2,615
001-2034-521.24-00	Worker's Compensation	-	-	38,764	31,688	33,371
	Subtotal Personnel Services	\$ -	\$ -	\$ 1,947,592	\$ 1,292,428	\$ 1,364,752
Operating						
001-2034-521.40-00	Travel & Per Diem	-	-	11,279	26,805	26,805
001-2034-521.41-00	Communications Services	-	-	24,449	24,138	24,138
001-2034-521.45-02	Insurance - Auto Liability	-	-	4,474	6,016	7,902
001-2034-521.46-00	Repair & Maintenance Services	-	-	20,762	13,746	13,746
001-2034-521.47-00	Printing & Binding	-	-	3,158	1,752	1,752
001-2034-521.48-00	Promotional Activities	-	-	5,269	-	-
001-2034-521.49-00	Other Charges/Obligations	-	-	1,162	2,429	4,429
001-2034-521.51-00	Office Supplies	-	-	1,494	1,572	1,572
001-2034-521.52-00	Operating Supplies	-	-	36,608	44,100	44,100
001-2034-521.52-01	Operating Supplies - Gasoline/Diesel/Lubric	-	-	17,793	28,773	28,773
001-2034-521.52-05	Operating Supplies - Uniforms	-	-	1,370	4,154	4,154
001-2034-521.54-01	Books/Pubs/Subsc/Memb - Prof Dues	-	-	1,076	2,870	2,870
001-2034-521.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	-	-	9,973	300	300
001-2034-521.54-03	Books/Pubs/Subsc/Memb - Subscriptions	-	-	-	458	4,838
001-2034-521.54-04	Books/Pubs/Subsc/Memb - School Tuition	-	-	23,854	58,175	58,175
	Subtotal Operating	\$ -	\$ -	\$ 162,721	\$ 215,288	\$ 223,554
	Total	\$ -	\$ -	\$ 2,110,313	\$ 1,507,716	\$ 1,588,306

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



CITY OF
SANFORD
FLORIDA

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.

Values

The Sanford Fire Department has been providing service to our citizens since 1873. With a total workforce of 86.05 FTE's, 83 of which are certified firefighters, the Fire Department is the second largest department in the General Fund.

The Fire Department contains three divisions: administration, operations, and fire prevention, which operate programs aimed at supporting the City's mission and goals. The Fire Department also serves as the emergency management coordinating department in the City.

Summary

Expenditures	2019 Actual	2020 Actual	2021 Budget	2022 Budget
Salaries	\$ 5,121,028	\$ 5,335,165	\$ 5,611,842	\$ 5,957,671
Benefits	2,858,568	2,805,031	2,821,018	3,084,759
Operating	812,271	953,968	1,015,771	1,038,510
Supplies	522,560	466,835	626,398	614,769
Total	\$ 9,314,427	\$ 9,560,999	\$ 10,075,029	\$ 10,695,709

Funding Source				
Total	9,314,427	9,560,999	10,075,029	10,695,709
Total	\$ 9,314,427	\$ 9,560,999	\$ 10,075,029	\$ 10,695,709

Fire Department as a percentage of General Fund

19.8%



Fire Administration

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

Summary

Expenditures	2019 Actual	2020 Actual	2021 Budget	2022 Budget
Salaries	\$ 530,234	\$ 614,763	\$ 593,471	\$ 656,535
Benefits	246,671	260,887	271,468	297,586
Operating	35,850	28,222	44,874	43,255
Supplies	19,400	17,187	25,635	23,870
Total	\$ 832,155	\$ 921,059	\$ 935,448	\$ 1,021,246

Funding Source				
Total	832,155	921,059	935,448	1,021,246
Total	\$ 832,155	\$ 921,059	\$ 935,448	\$ 1,021,246

Our Accomplishments in 2020-21

- ❖ Trained all Battalion Chiefs and key personnel in the operation of an unmanned aerial vehicle (Drone) as a tool for use on emergency scenes and for emergency management purposes.
- ❖ Collaborated with other directors to implement the SOARS document to mitigate the effects of COVID to the City.
- ❖ Utilized Mayfair clubhouse for multiple training uses.
- ❖ Executed our local fire prevention ordinance to include improvements and the establishment of Schedule W.
- ❖ Replaced and placed in service the engine at Fire Station 38.
- ❖ Upgraded all engines to advanced life support.
- ❖ Implemented a medical reporting software to enable crews to provide hospital patients timely and efficiently.
- ❖ Implemented a common and consistent food truck inspection program county-wide.
- ❖ Fire Marshal lead administering COVID vaccines to the community.
- ❖ Assisted multiple departments/divisions in the decontamination of areas to prevent the spread of COVID and help keep our employees and citizens safe.

Goals and Objectives for 2021-22

- ❖ Secure land for future fire station SE portion of the city.
- ❖ Complete wind retrofit of Fire Stations 32 & 38.
- ❖ Improve communications department-wide, improve morale and training.
- ❖ Continue to administer COVID vaccines to the community during all planned tiers.
- ❖ Explore a pilot program for community paramedicine.
- ❖ Leadership and company officer development programs.
- ❖ Improve the health and safety of our employees.
- ❖ Improve response turnout times.
- ❖ Continue LTRT training program.
- ❖ Continue command staff development.

Fire - Administration Performance Measures

Activity	Actual 2018-2019	Actual 2019-2020	Expected 2020-2021	Proposed 2021-2022
# Unity Responses	18,447	17,157	17,200	17,200
# of calls inside city	10,255	10,110	10,200	10,200
# of total calls responded to by City units	10,838	10,990	11,500	11,675
-EMS/Rescue/Fire related/Other	8197 / 221 /	6840 / 166 /	7000 / 150 /	7000 / 175 /
	2420	3984	4350	4500
# of Transports	4,774	4,597	4,600	4,700
# First responder calls outside City	825	1,796	1,800	1,800
# of other first responder calls inside City	1,911	3,262	3,200	3,000
% calls with response time 5 minutes or less	33%	36%	36%	36%
- Fire related/EMS/Rescue	33.6% /	35.22% /	36% / 36%	36% / 36%
	33.3%	37.42 %		
% calls as first responder outside City	19%	16%	17%	18%
% calls as First responder inside City	81%	82%	82%	82%
Property Loss	614,035	900,121	800,000	900,000
Civilian Injuries	3	0	0	0
Civilian Deaths	1	0	0	0
Cost per call	784	736	740	750
Unscheduled Leave Hours	5,186	9,262	5,000	5,000
Unscheduled Leave Shifts	216	386	208	208

Authorized Positions

Full Time Equivalents	Grade	Funded 2020	Funded 2021	+/-	Funded 2022	Authorized & Unfunded
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Fire - Administration						
Fire Chief	432	1.00	1.00	-	1.00	-
Administrative Services Manager	422	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 **	423	0.05	0.05	-	0.05	-
Administrative Specialist III	412	1.00	1.00	-	1.00	-
Fiscal Specialist	412	1.00	1.00	-	1.00	-
Total Full Time Equivalents		7.05	7.05	-	7.05	-

**Split between funds or departments/divisions

Fire Administration

Account	Description	2018 Actual	2019 Actual	2020 Actual	2021 Budget	2022 Budget
Personnel Services						
001-3003-522.12-00	Regular Salaries & Wages	473,938	486,687	573,494	560,039	612,057
001-3003-522.12-02	Reg Salaries - Opt Out Health Insurance	-	-	3,335	-	-
001-3003-522.12-06	Reg Salaries - Opt Out Health Insurance	1,200	300	35	59	59
001-3003-522.14-00	Overtime	2,734	14,066	4,463	4,106	4,106
001-3003-522.15-00	Special Pay	29,040	29,181	33,436	29,267	40,313
001-3003-522.21-00	FICA/Medicare Taxes	37,305	38,892	45,642	45,569	47,075
001-3003-522.22-01	Retirement Contributions - FRS	7,527	7,971	11,781	13,455	17,690
001-3003-522.22-03	Retirement Contributions - Fire Pension	124,903	108,907	95,311	109,241	105,890
001-3003-522.23-00	Medical Insurance	54,292	67,922	85,481	77,016	99,737
001-3003-522.23-02	Medical Insurance - Life & ST Disability	3,161	3,343	3,728	3,740	3,851
001-3003-522.24-00	Worker's Compensation	10,921	19,636	18,944	22,447	23,343
	Subtotal Personnel Services	\$ 745,021	\$ 776,905	\$ 875,650	\$ 864,939	\$ 954,121
Operating						
001-3003-522.31-00	Professional Services	2,040	1,810	1,920	1,952	1,640
001-3003-522.34-00	Other Contractual Services	6,528	3,173	4,364	9,324	5,220
001-3003-522.40-00	Travel & Per Diem	3,888	8,784	1,606	9,978	10,370
001-3003-522.41-00	Communications Services	7,156	8,838	8,495	8,985	8,210
001-3003-522.42-00	Postage & Transportation	16	110	113	100	100
001-3003-522.44-00	Rentals & Leases	2,140	1,846	1,124	375	1,124
001-3003-522.45-01	Insurance - Operating Liability	421	464	491	491	742
001-3003-522.45-02	Insurance - Auto Liability	1,986	960	1,221	1,221	3,573
001-3003-522.46-00	Repair & Maintenance Services	7,189	8,662	7,470	6,848	6,736
001-3003-522.47-00	Printing & Binding	273	221	339	275	350
001-3003-522.49-00	Other Charges/Obligations	1,220	982	1,079	5,325	5,190
001-3003-522.51-00	Office Supplies	419	1,771	596	500	600
001-3003-522.52-00	Operating Supplies	3,104	2,431	5,290	6,000	6,000
001-3003-522.52-01	Operating Supplies - Gasoline/Diesel/Lubric	8,404	9,460	5,747	10,658	9,170
001-3003-522.52-05	Operating Supplies - Uniforms	2,755	2,597	2,594	3,000	3,000
001-3003-522.54-01	Books/Pubs/Subsc/Memb - Prof Dues	534	2,233	1,250	1,340	1,210
001-3003-522.54-02	Books/Pubs/Subsc/Memb - Conf/Seminar	1,315	264	964	3,342	3,095
001-3003-522.54-03	Books/Pubs/Subsc/Memb - Subscriptions	484	644	746	795	795
	Subtotal Operating	\$ 49,872	\$ 55,250	\$ 45,409	\$ 70,509	\$ 67,125
	Total	\$ 794,893	\$ 832,155	\$ 921,059	\$ 935,448	\$ 1,021,246

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	2019 Actual	2020 Actual	2021 Budget	2022 Budget
Salaries	\$ 4,322,046	\$ 4,426,533	\$ 4,719,465	\$ 5,006,508
Benefits	2,469,460	2,404,499	2,407,680	2,641,815
Operating	756,728	905,075	949,217	970,412
Supplies	489,851	437,671	583,791	575,623
Total	\$ 8,038,085	\$ 8,173,778	\$ 8,660,153	\$ 9,194,358

Funding Source				
Total	8,038,085	8,173,778	8,660,153	9,194,358
Total	\$ 8,038,085	\$ 8,173,778	\$ 8,660,153	\$ 9,194,358

Our Accomplishments in 2020-21

- ❖ Trained all Battalion Chiefs and key personnel in the operation of an unmanned aerial vehicle (Drove) as a tool for use on emergency scenes and for emergency management purposes.
- ❖ Collaborated with other directors to implement the SOARS document to mitigate the effects of COVID to the City.
- ❖ Utilized Mayfair clubhouse for multiple training uses.
- ❖ Executed our local fire prevention ordinance to include improvements and the establishment of Schedule W.
- ❖ Replaced and placed in service the engine at Fire Station 38.
- ❖ upgraded all engines to advanced life support.
- ❖ Implemented a medical reporting software to enable crews to provide hospital patients timely and efficiently.
- ❖ Implemented a common and consistent food truck inspection program county-wide.
- ❖ Fire Marshal lead administering COVID vaccines to the community.

- ❖ Assisted multiple departments/divisions in the decontamination of areas to prevent the spread of COVID and help keep our employees and citizens safe.

Goals and Objectives for 2021-22

- ❖ Secure land for future fire station South east portion of the city.
- ❖ Complete wind retrofit of fire stations 32 & 38.
- ❖ Improve communications department-wide, improve morale and training.
- ❖ Continue to administer COVID vaccines to the community during all planned tiers.
- ❖ Explore a pilot program for community paramedicine.
- ❖ Leadership and company officer development programs.
- ❖ Improve the health and safety of our employees.
- ❖ Improve response turnout times.
- ❖ Continue LRT training program.
- ❖ Continue command staff development.

Fire - Operations Performance Measures				
Activity	Actual 2018-2019	Actual 2019-2020	Expected 2020-2021	Proposed 2021-2022
# Unit Responses	18,447	17,157	17,200	17,200
# of calls inside city	10,255	10,110	10,200	10,200
# of total calls responded to by City units	10,838	10,990	11,500	11,675
-EMS/Rescue/Fire related/Other	8197 / 221 / 2420	6840 / 166 / 3984	7000 / 150 / 4350	7000 / 175 / 4500
# of Transports	4,774	4,597	4,600	4,700
# First responder calls outside City	825	1,796	1,800	1,800
# of other first responder calls inside City	1,911	3,262	3,200	3,000
% calls with response time 5 minutes or less	0.334	0.3644	0.36	0.36
- Fire related/EMS/Rescue	33.6%/33.3%	35.22%/37.42%	36%/36%	36%/36%
% calls as first responder outside City	0.19	0.16	0.17	0.18
% calls as First responder inside City	0.81	0.82	0.82	0.82
Property Loss	614,035	900,121	800,000	900,000
Civilian Injuries	3	0	0	0
Civilian Deaths	1	0	0	0
Cost per call	784	736	740	750
Unscheduled Leave Hours	5,186	9,262	5,000	5,000
Unscheduled Leave Shifts	216	386	208	208

Authorized Positions

Full Time Equivalents	Grade	Funded 2020	Funded 2021	+/-	Funded 2022	Authorized & Unfunded
Fire - Operations						
Battalion Chief - Operations	213	3.00	3.00	-	3.00	-
Lieutenant	211	12.00	12.00	-	12.00	-
Firefighter/Paramedic & Firefighter EMT/Engineer	202/203	60.00	60.00	-	60.00	1.00
Total Full Time Equivalents		75.00	75.00	-	75.00	1.00

Fire Operations

Account	Description	2018 Actual	2019 Actual	2020 Actual	2021 Budget	2022 Budget
Personnel Services						
001-3001-522.12-00	Regular Salaries & Wages	3,283,826	3,259,679	3,354,781	3,282,553	3,565,988
001-3001-522.12-02	Regular Salaries - Additional Pays	706	1,043	1,046	2,949	2,949
001-3001-522.12-06	Reg Salaries - Opt Out Health Insurance	8,600	8,300	7,500	10,557	11,730
001-3001-522.14-00	Overtime	380,279	409,793	232,495	624,229	560,636
001-3001-522.14-02	Overtime - Garcia Overtime	252,327	260,728	395,263	284,407	317,307
001-3001-522.15-00	Special Pay	364,980	382,503	435,448	514,770	547,898
001-3001-522.21-00	FICA/Medicare Taxes	317,345	317,681	325,249	362,267	381,953
001-3001-522.22-01	Retirement Contributions - FRS	110,522	184,237	233,982	264,149	362,764
001-3001-522.22-03	Retirement Contributions - Fire Pension	1,022,101	989,988	795,350	778,574	679,472
001-3001-522.23-00	Medical Insurance	663,865	768,022	837,116	737,722	937,696
001-3001-522.23-02	Medical Insurance - Life & ST Disability	23,102	25,557	26,599	26,431	28,479
001-3001-522.24-00	Worker's Compensation	106,787	183,975	186,203	238,537	251,451
	Subtotal Personnel Services	\$ 6,534,440	\$ 6,791,506	\$ 6,831,032	\$ 7,127,145	\$ 7,648,323
Operating						
001-3001-522.31-00	Professional Services	45,995	32,680	32,580	61,170	31,170
001-3001-522.34-00	Other Contractual Services	107,166	84,614	157,516	140,060	170,221
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	5	1,631	57	6,900	6,960
001-3001-522.41-00	Communications Services	33,001	41,493	41,023	45,899	34,454
001-3001-522.42-00	Postage & Transportation	852	649	489	900	1,050
001-3001-522.43-00	Utility Services	97,929	89,603	89,213	95,950	91,800
001-3001-522.44-00	Rentals & Leases	827	2,408	4,866	3,820	3,602
001-3001-522.45-01	Insurance - Operating Liability	63,139	57,331	60,795	60,795	71,587
001-3001-522.45-02	Insurance - Auto Liability	64,537	32,433	41,246	41,246	61,702
001-3001-522.46-00	Repair & Maintenance Services	275,114	336,790	405,970	420,727	425,066
001-3001-522.47-00	Printing & Binding	1,163	1,549	764	1,500	1,525
001-3001-522.48-00	Promotional Activities	-	25	-	100	100
001-3001-522.49-00	Other Charges/Obligations	6,000	10,372	5,406	5,000	6,025
001-3001-522.51-00	Office Supplies	5,219	3,129	3,154	5,500	5,000
001-3001-522.52-00	Operating Supplies	327,989	295,330	279,005	320,900	324,220
001-3001-522.52-01	Operating Supplies - Gasoline/Diesel/Lubric	90,174	88,703	71,127	95,372	94,454
001-3001-522.52-05	Operating Supplies - Uniforms	59,721	45,291	46,091	55,200	55,200
001-3001-522.52-21	Operating Supplies - CPR Class Materials	190	184	-	200	300
001-3001-522.54-01	Books/Pubs/Subsc/Memb - Prof Dues	689	4,962	344	2,169	300
001-3001-522.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	2,135	2,551	1,464	11,275	8,474
001-3001-522.54-03	Books/Pubs/Subsc/Memb - Subscriptions	22,970	18,779	14,155	24,175	23,675
001-3001-522.54-04	Books/Pubs/Subsc/Memb - School Tuition	54,877	30,922	22,331	69,000	64,000
	Subtotal Operating	\$ 1,324,842	\$ 1,246,579	\$ 1,342,746	\$ 1,533,008	\$ 1,546,035
	Total	\$ 7,859,282	\$ 8,038,085	\$ 8,173,778	\$ 8,660,153	\$ 9,194,358

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	2019 Actual	2020 Actual	2021 Budget	2022 Budget
Salaries	\$ 268,748	\$ 293,869	\$ 298,906	\$ 294,628
Benefits	142,437	139,645	141,870	145,358
Operating	19,693	20,671	21,680	24,843
Supplies	13,309	11,977	16,972	15,276
Total	\$ 444,187	\$ 466,162	\$ 479,428	\$ 480,105

Funding Source				
Total	444,187	466,162	479,428	480,105
Total	\$ 444,187	\$ 466,162	\$ 479,428	\$ 480,105

Our Accomplishments in 2020-21

- ❖ Conducted all state required fire inspections.

Goals and Objectives for 2021-22

- ❖ Conduct one or two smoke alarm blitz days with SCFD.
- ❖ Purchase a new full time fire inspector vehicle for our fleet, replacing vehicle #38.
- ❖ Continue to work through the difficulties of public education events with the pandemic to find ways to still educate our citizens.

Fire - Prevention Performance Measures

Activity	Actual 2018-2019	Actual 2019-2020	Expected 2020-2021	Proposed 2021-2022
Occupational Licenses	107	145	125	125
Annual Inspections	1,460	1,195	1,500	1,800
Reinspections	271	572	600	600
Investigations	47	43	50	50
PIO	2	2	2	2
Plans Review	576	708	800	900
Certificate Review/CO	56	89	100	100
Public Education Events	60	25	20	75
Car Seat Classes	12	9	4	12
New Construction Inspections	516	501	500	500

Authorized Positions

Full Time Equivalents	Grade	Funded 2020	Funded 2021	+/-	Funded 2022	Authorized & Unfunded
Fire - Prevention						
Fire Marshall **	214	1.00	1.00	-	1.00	-
Fire Protection Inspector	417	3.00	3.00	-	3.00	-
Total Full Time Equivalents		4.00	4.00	-	4.00	-

Fire Prevention

Account	Description	2018 Actual	2019 Actual	2020 Actual	2021 Budget	2022 Budget
Personnel Services						
001-3002-522.12-00	Regular Salaries & Wages	208,530	219,405	272,156	268,870	272,986
001-3002-522.12-02	Regular Salaries - Additional Pays	524	485	-	-	-
001-3002-522.12-06	Reg Salaries - Opt Out Health Insurance	-	-	1,100	-	-
001-3002-522.13-00	Part Time Wages	19,742	25,291	-	-	-
001-3002-522.14-00	Overtime	16,080	12,996	9,670	18,755	9,775
001-3002-522.15-00	Special Pay	10,328	10,571	10,943	11,281	11,867
001-3002-522.21-00	FICA/Medicare Taxes	18,256	19,204	21,081	22,932	21,920
001-3002-522.22-01	Retirement Contributions - FRS	4,795	7,114	12,418	13,557	14,024
001-3002-522.22-03	Retirement Contributions - Fire Pension	52,627	65,850	53,192	55,864	50,865
001-3002-522.23-00	Medical Insurance	29,360	36,803	38,846	33,007	42,745
001-3002-522.23-02	Medical Insurance - Life & ST Disability	1,283	1,452	1,766	1,446	1,411
001-3002-522.24-00	Worker's Compensation	6,289	12,014	12,342	15,064	14,393
	Subtotal Personnel Services	\$ 367,814	\$ 411,185	\$ 433,514	\$ 440,776	\$ 439,986
Operating						
001-3002-522.31-00	Professional Services	1,530	1,820	1,920	1,640	1,640
001-3002-522.40-00	Travel & Per Diem	682	-	-	1,023	1,023
001-3002-522.41-00	Communications Services	4,089	4,812	5,246	5,655	5,411
001-3002-522.42-00	Postage & Transportation	22	5	17	30	30
001-3002-522.44-00	Rentals & Leases	713	782	375	1,124	375
001-3002-522.45-01	Insurance - Operating Liability	586	710	752	752	849
001-3002-522.45-02	Insurance - Auto Liability	1,916	1,102	1,401	1,401	3,240
001-3002-522.46-00	Repair & Maintenance Services	6,058	7,539	9,036	6,530	9,230
001-3002-522.47-00	Printing & Binding	790	676	794	800	820
001-3002-522.48-00	Promotional Activities	1,481	2,247	-	2,000	2,000
001-3002-522.49-00	Other Charges/Obligations	562	-	1,130	725	225
001-3002-522.51-00	Office Supplies	103	128	16	300	300
001-3002-522.52-00	Operating Supplies	2,101	2,419	1,536	2,000	2,000
001-3002-522.52-01	Operating Supplies - Gasoline/Diesel/Lubric	6,938	7,466	6,115	9,118	7,614
001-3002-522.52-05	Operating Supplies - Uniforms	4,040	1,258	2,068	2,500	2,500
001-3002-522.54-01	Books/Pubs/Subsc/Memb - Prof Dues	290	225	125	125	125
001-3002-522.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	628	22	415	727	535
001-3002-522.54-03	Books/Pubs/Subsc/Memb - Subscriptions	2,314	1,791	1,702	2,202	2,202
	Subtotal Operating	\$ 34,843	\$ 33,002	\$ 32,648	\$ 38,652	\$ 40,119
	Total	\$ 402,657	\$ 444,187	\$ 466,162	\$ 479,428	\$ 480,105

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.

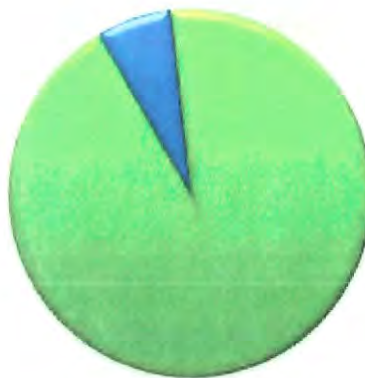
Summary

Expenditures	2019 Actual	2020 Actual	2021 Budget	2022 Budget
Salaries	\$ 1,438,284	\$ 1,442,441	\$ 1,567,935	\$ 1,777,106
Benefits	685,141	717,352	736,904	901,866
Operating	840,770	880,061	784,304	769,776
Supplies	168,454	145,655	180,840	189,399
Capital	-	10,380	-	-
Total	\$ 3,132,649	\$ 3,195,889	\$ 3,269,983	\$ 3,638,147

Funding Source				
Total	3,132,649	3,195,889	3,269,983	3,638,147
Total	\$ 3,132,649	\$ 3,195,889	\$ 3,269,983	\$ 3,638,147

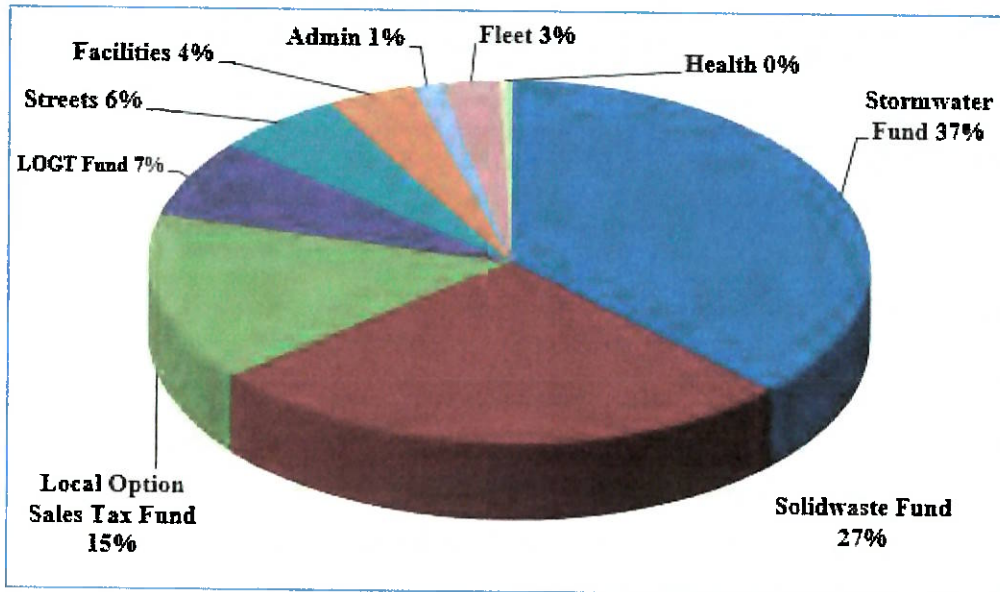
Public Works Department as a percentage of General Fund

6.7%



FY 2022 Public Works Division Totals

Stormwater	\$	9,624,505
Solid Waste		6,857,962
3rd Gen Sales Tax		3,920,903
LOGT		1,796,930
Streets		1,475,826
Facilities		1,022,028
Admin		352,289
Fleet		653,306
Health		134,698
Total	\$	25,838,447



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	2019 Actual	2020 Actual	2021 Budget	2022 Budget
Salaries	\$ 193,316	\$ 146,748	\$ 207,729	\$ 212,688
Benefits	73,554	60,508	80,848	88,999
Operating	31,739	56,130	31,342	37,062
Supplies	24,888	18,537	13,771	13,540
Total	\$ 323,497	\$ 281,923	\$ 333,690	\$ 352,289

Funding Source				
Total	323,497	281,923	333,690	352,289
Total	\$ 323,497	\$ 281,923	\$ 333,690	\$ 352,289

Our Accomplishments in 2020-21

- ❖ Completed Riverwalk Trail and roadway project.
- ❖ Completed Park Avenue Stormwater education park.
- ❖ 10th, 11th, and 12th streets resurfacing and adding speed tables.
- ❖ Performed sidewalk and concrete repairs.
- ❖ Began construction of the Elm Avenue drainage and sidewalk project.
- ❖ Completed construct of the Country club sidewalk project.
- ❖ Reviewed development plans for consistency with code requirements.
- ❖ Finished Raftelis strategic planning for department and began 5 year implementation plan.

Goals and Objectives for 2021-22

- ❖ Design and permitting for Live Oak Avenue drainage improvements.
- ❖ Design and permitting for pump branch phase one.
- ❖ Complete construction of the Myrtle Avenue Streetscape project.
- ❖ Complete Park Avenue streetscape design.
- ❖ Continue citywide road rehab.
- ❖ Continue city sidewalk rehab.

❖ Continue to perform traffic calming, locates, cos and driveway inspections.

Public Works - Administration				
Performance Measures				
Activity	Actual 2018-2019	Actual 2019-2020	Expected 2020-2021	Proposed 2021-2022
Amount of CIP's Managed	3	14	3	3
Resurfacing Costs	\$ 1,150,000	\$ 1,150,000	\$ 1,150,000	\$ 1,150,000
Sidewalk Costs - Repairs & New	\$ 200,000	\$ 575,000	\$ 500,000	\$ 500,000
Traffic Calming Costs	\$ 28,000	\$ 25,000	\$ 30,000	\$ 30,000
Lane Miles within the City	322	328	328	328
Capital Projects Managed - Design Phase	4	4	4	4
Capital Projects Managed - Construction	6	8	5	5
Miles of Roads Resurfaced (Lane Miles)	8	12	12	12
LF Sidewalk New	13,000	8,000	3,000	3,000
LF Sidewalk Repair/Replaced	1,000	6,000	1,500	1,500
Curb Ramps Installed/Replaced	25	25	25	25
Traffic Calming Devices Installed	8	4	10	10
Locates Performed	1,000	1,200	1,200	1,200
Inspections Performed (Driveways, C.O.'s &	200	200	200	200

Authorized Positions

Full Time Equivalents	Grade	Funded 2020	Funded 2021	+/-	Funded 2022	Authorized & Unfunded
Public Works - Administration						
Public Works Director **	433	0.35	0.35	-	0.35	-
City Engineer **	423	-	-	1.00	1.00	-
Public Works Manager	422	1.00	1.00	(1.00)	-	-
Administrative Coordinator	413	1.00	1.00	-	1.00	-
Administrative Specialist II	409	1.00	1.00	-	1.00	-
Fiscal Specialist	412	-	-	-	-	1.00
Total Full Time Equivalents		3.35	3.35	-	3.35	1.00

**Split between funds or departments/divisions

Public Works Administration

Account	Description	2018 Actual	2019 Actual	2020 Actual	2021 Budget	2022 Budget
Personnel Services						
001-4001-539.12-00	Regular Salaries & Wages	187,802	191,772	145,225	206,623	210,996
001-4001-539.12-02	Regular Salaries - Additional Pays	150	210	260	206	792
001-4001-539.12-06	Reg Salaries - Opt Out Health Insurance	1,000	420	420	411	411
001-4001-539.14-00	Overtime	86	914	843	489	489
001-4001-539.21-00	FICA/Medicare Taxes	14,093	14,168	10,762	15,951	15,600
001-4001-539.22-01	Retirement Contributions - FRS	20,158	25,418	23,449	27,087	32,606
001-4001-539.23-00	Medical Insurance	25,997	30,585	23,882	34,148	37,394
001-4001-539.23-02	Medical Insurance - Life & ST Disability	1,215	1,238	860	1,299	1,271
001-4001-539.24-00	Worker's Compensation	1,217	2,145	1,555	2,363	2,128
	Subtotal Personnel Services	\$ 251,718	\$ 266,870	\$ 207,256	\$ 288,577	\$ 301,687
Operating						
001-4001-539.31-00	Other Contractual Services	-	-	24,423	-	-
001-4001-539.40-00	Travel & Per Diem	449	4,853	738	2,800	4,800
001-4001-539.41-00	Communications Services	3,812	4,438	5,010	3,632	3,632
001-4001-539.42-00	Postage & Transportation	58	301	309	50	100
001-4001-539.44-00	Rentals & Leases	1,036	974	666	1,036	1,036
001-4001-539.45-01	Insurance - Operating Liability	17,149	16,928	15,487	13,444	16,401
001-4001-539.45-02	Insurance - Auto Liability	1,026	458	583	775	1,748
001-4001-539.46-00	Repair & Maintenance Services	5,041	1,247	5,949	5,800	5,600
001-4001-539.47-00	Printing & Binding	1,071	955	1,046	1,375	1,375
001-4001-539.49-00	Other Charges/Obligations	1,632	1,585	1,919	2,430	2,370
001-4001-539.51-00	Office Supplies	997	880	1,322	1,000	1,000
001-4001-539.52-00	Operating Supplies	1,002	2,731	3,885	2,400	2,200
001-4001-539.52-01	Operating Supplies - Gasoline/Diesel/Lubric	4,859	4,206	3,325	4,450	4,450
001-4001-539.52-05	Operating Supplies - Uniforms	248	205	138	400	500
001-4001-539.54-01	Books/Pubs/Subsc/Memb - Prof Dues	595	1,349	370	971	2,140
001-4001-539.54-02	Books/Pubs/Subsc/Memb - Conf/Seminar	-	1,394	-	2,500	1,100
001-4001-539.54-03	Books/Pubs/Subsc/Memb - Subscriptions	5,146	14,123	-	2,050	-
001-4001-539.54-04	Books/Pubs/Subsc/Memb - Subscriptions	-	-	9,497	-	2,050
001-4001-539.55-00	Training	-	-	-	-	100
	Subtotal Operating	\$ 44,121	\$ 56,627	\$ 74,667	\$ 45,113	\$ 50,602
	Total	\$ 295,839	\$ 323,497	\$ 281,923	\$ 333,690	\$ 352,289

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	2019 Actual	2020 Actual	2021 Budget	2022 Budget
Salaries	\$ 307	\$ 114	\$ 5,704	\$ 5,704
Benefits	149	60	1,473	1,624
Operating	93,393	118,778	119,951	120,070
Supplies	4,278	1,635	7,300	7,300
Total	\$ 98,127	\$ 120,587	\$ 134,428	\$ 134,698

Funding Source				
Total	98,127	120,587	134,428	134,698
Total	\$ 98,127	\$ 120,587	\$ 134,428	\$ 134,698

Our Accomplishments in 2020-21

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

Goals and Objectives for 2021-22

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

PUBLIC WORKS - HEALTH

Performance Measures

Activity	Actual 2018-2019	Actual 2019-2020	Expected 2020-2021	Proposed 2021-2022
Oversee Contract Management for Clarke Environmental	100%	100%	100%	100%

Public Health

Account	Description	2018 Actual	2019 Actual	2020 Actual	2021 Budget	2022 Budget
Personnel Services						
001-4041-562.12-00	Regular Salaries & Wages	-	-	50	-	-
001-4041-562.12-02	Regular Salaries - Additional Pays	-	-	-	5,704	5,704
001-4041-562.14-00	Overtime	141	307	64	-	-
001-4041-562.21-00	FICA/Medicare Taxes	10	22	8	424	428
001-4041-562.22-01	Retirement Contributions - FRS	11	26	10	490	631
001-4041-562.23-00	Medical Insurance	48	92	36	-	-
001-4041-562.23-02	Medical Insurance - Life & ST Disability	1	2	1	-	-
001-4041-562.24-00	Worker's Compensation	2	7	5	559	565
	Subtotal Personnel Services	\$ 213	\$ 456	\$ 174	\$ 7,177	\$ 7,328
Operating						
001-4041-562.34-00	Other Contractual Services	70,000	90,000	115,000	115,000	115,000
001-4041-562.40-00	Travel & Per Diem	-	1,050	1,371	1,200	1,200
001-4041-562.45-01	Insurance - Operating Liability	1,595	1,632	1,730	1,524	1,577
001-4041-562.45-02	Insurance - Auto Liability	297	133	169	225	291
001-4041-562.46-00	Repair & Maintenance Services	353	434	508	2,002	2,002
001-4041-562.49-00	Other Charges/Obligations	-	144	-	-	-
001-4041-562.51-00	Office Supplies	67	70	-	100	100
001-4041-562.52-00	Operating Supplies	-	3,657	1,040	6,500	6,500
001-4041-562.52-01	Operating Supplies - Gasoline/Diesel/Lubric	81	107	20	100	100
001-4041-562.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	-	444	575	600	600
	Subtotal Operating	\$ 72,393	\$ 97,671	\$ 120,413	\$ 127,251	\$ 127,370
	Total	\$ 72,606	\$ 98,127	\$ 120,587	\$ 134,428	\$ 134,698

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	2019 Actual	2020 Actual	2021 Budget	2022 Budget
Salaries	\$ 307,622	\$ 331,883	\$ 351,309	\$ 373,079
Benefits	136,174	157,591	159,123	195,802
Operating	60,386	41,714	59,702	58,839
Supplies	19,576	19,991	22,746	25,586
Total	\$ 523,758	\$ 551,179	\$ 592,880	\$ 653,306

Funding Source				
Total	523,758	551,179	592,880	653,306
Total	\$ 523,758	\$ 551,179	\$ 592,880	\$ 653,306

Our Accomplishments in 2020-21

- ❖ Maintained 100% completion on scheduled preventative maintenance on all vehicles.
- ❖ Continued monthly comparison with in house vs. outsource savings.
- ❖ Maintained 100% accident/incident free record.

Goals and Objectives for 2021-22

- ❖ Continue 100% completion on preventative maintenance schedule.
- ❖ To have the two new employees ASE Certified in as many categories as possible.
- ❖ Continue maintaining 100% accident /incident free record.
- ❖ Continue monthly comparison with in house vs. outsource savings.

PUBLIC WORKS - FLEET
Performance Measures

Activity	Actual 2018-2019	Actual 2019-2020	Expected 2020-2021	Proposed 2021-2022
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	573	580	582	582
# Pieces Non-Rolling Stock	41	42	42	42
# "Services" or Work Orders Completed	2,315	2,006	2,340	2,340
# Preventative Maintenance Services	795	963	820	820
# Repairs Other	1,508	1,043	1,520	1,520
Average Time to Complete Repairs (Hours)	1.4	1.4	1.4	1.4
Mechanic Productivity Rate	179	286	290	290
% Repairs Returned	0	0	0	0
Customer Satisfaction Rating	100%	100%	100%	100%
Hourly Labor Rate	17	18.5	18.5	18.5
Average Operating Cost per Work Order	24	24	24	24
Average Hourly Rate - Private Shops	100	120	120	120
Work Orders to Mechanic Ratio	179	180	180	180

Authorized Positions

Full Time Equivalents	Grade	Funded 2020	Funded 2021	+/-	Funded 2022	Authorized & Unfunded
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Public Works - Fleet Maintenance						
Fleet Maintenance Superintendent	420	1.00	1.00	-	1.00	-
Crew Leader	414	1.00	1.00	-	1.00	-
Mechanic II	312	3.00	3.00	-	3.00	-
Lead Parts Technician	310	1.00	1.00	-	1.00	-
Mechanic I	310	1.00	1.00	-	1.00	1.00
Inventory & Parts Technician	308	1.00	1.00	-	1.00	-
Total Full Time Equivalents		8.00	8.00	-	8.00	1.00

Fleet Maintenance

Account	Description	2018 Actual	2019 Actual	2020 Actual	2021 Budget	2022 Budget
Personnel Services						
001-4042-539.12-00	Regular Salaries & Wages	338,256	304,548	328,217	347,985	369,755
001-4042-539.12-02	Regular Salaries - Additional Pays	1,680	1,645	2,235	2,346	2,346
001-4042-539.12-06	Reg Salaries - Opt Out Health Insurance	300	-	-	-	-
001-4042-539.14-00	Overtime	623	1,429	1,431	978	978
001-4042-539.21-00	FICA/Medicare Taxes	25,038	22,788	23,960	26,975	27,705
001-4042-539.22-01	Retirement Contributions - FRS	26,128	25,442	29,418	30,819	40,442
001-4042-539.23-00	Medical Insurance	71,976	77,496	93,263	88,019	113,985
001-4042-539.23-02	Medical Insurance - Life & ST Disability	1,921	1,889	2,157	2,255	2,317
001-4042-539.24-00	Worker's Compensation	5,315	8,559	8,793	11,055	11,353
	Subtotal Personnel Services	\$ 471,237	\$ 443,796	\$ 489,474	\$ 510,432	\$ 568,881
Operating						
001-4042-539.34-00	Other Contractual Services	2,000	2,000	1,175	2,000	1,175
001-4042-539.40-00	Travel & Per Diem	-	55	-	-	100
001-4042-539.41-00	Communications Services	2,251	2,108	2,016	1,833	1,833
001-4042-539.42-00	Postage & Transportation	-	-	-	10	10
001-4042-539.43-00	Utility Services	7,955	6,573	5,935	6,992	6,992
001-4042-539.44-00	Rentals & Leases	515	476	282	282	282
001-4042-539.45-01	Insurance - Operating Liability	1,819	6,366	6,494	1,984	2,053
001-4042-539.45-02	Insurance - Auto Liability	1,726	1,194	1,518	2,021	2,614
001-4042-539.46-00	Repair & Maintenance Services	20,445	30,963	21,775	21,020	21,020
001-4042-539.47-00	Printing & Binding	1,041	664	841	1,060	1,060
001-4042-539.49-00	Other Charges/Obligations	3,312	9,987	1,678	22,500	21,700
001-4042-539.51-00	Office Supplies	327	1,209	493	1,000	1,000
001-4042-539.52-00	Operating Supplies	8,673	10,942	11,950	9,200	11,000
001-4042-539.52-01	Operating Supplies - Gasoline/Diesel/Lubric	4,924	4,592	4,647	4,306	4,306
001-4042-539.52-05	Operating Supplies - Uniforms	1,853	2,468	2,195	2,600	2,600
001-4042-539.54-01	Books/Pubs/Subsc/Memb - Prof Dues	215	90	235	230	370
001-4042-539.54-02	Books/Pubs/Subsc/Memb - Conf/Seminar	336	208	471	1,410	2,110
001-4042-539.54-03	Books/Pubs/Subsc/Memb - Subscriptions	1,500	67	-	4,000	4,000
001-4042-539.55-00	Training	-	-	-	-	200
	Subtotal Operating	\$ 58,892	\$ 79,962	\$ 81,705	\$ 82,448	\$ 84,425
	Total	\$ 530,129	\$ 523,758	\$ 551,179	\$ 592,880	\$ 653,306

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

Summary

Expenditures	2019 Actual	2020 Actual	2021 Budget	2022 Budget
Salaries	\$ 374,046	\$ 389,031	\$ 396,588	\$ 422,307
Benefits	187,588	193,174	190,856	225,241
Operating	375,716	293,107	315,928	328,040
Supplies	40,444	34,444	45,165	46,440
Total	\$ 977,794	\$ 909,756	\$ 948,537	\$ 1,022,028

Funding Source				
Total	977,794	909,756	948,537	1,022,028
Total	\$ 977,794	\$ 909,756	\$ 948,537	\$ 1,022,028

Our Accomplishments in 2020-21

- ❖ Continued assisting in the upgrade of the City Street lights to LED.
- ❖ Assisted in the residing of the Mayfair cart barns and maintenance building.
- ❖ Assisted in the reroofing of the Mayfair storage building.
- ❖ City hall carpet replacement.
- ❖ Sanford information center window restoration.
- ❖ Electric cabinets replaced downtown Sanford 4 locations.
- ❖ A10 building fire escape stairs replaced.
- ❖ 100% of Emergency Repairs completed within 24 hours.

Goals and Objectives for 2021-22

- ❖ Complete 100% Work Order within (5) days.
- ❖ Continue Street Lighting Upgrade to LED Program.
- ❖ Upgrade misc. park lighting.
- ❖ Move electrical cabinet magnolia square to a safer location.
- ❖ Replace comm. resource center HVAC.
- ❖ Replace Goldsboro museum A/C.
- ❖ Repainting customer service hall - City hall.
- ❖ Continue ADA compliance replacements.

PUBLIC WORKS - FACILITIES MAINTENANCE				
Performance Measures				
Activity	Actual 2018-2019	Actual 2019-2020	Expected 2020-2021	Proposed 2021-2022
Total Square Footage Maintained	310,318	310,318	310,318	310,318
# Work Orders Completed	1,415	993	1,300	1,300
Total # Repairs	735	615	630	630
Total # Emergencies	329	286	286	286
Total # Other	342	304	315	315
% Non Emergency Work Orders Completed within (5) days of request	100%	100%	100%	100
% Emergency Repairs Completed within 24 Hours	100%	100%	100%	100%
Cost per Work Order Completed	140.71	136.1	155	155

Authorized Positions

Full Time Equivalents	Grade	Funded 2020	Funded 2021	+/-	Funded 2022	Authorized & Unfunded
Public Works - Facilities Maintenance						
Public Works Maintenance Superintendent	420	1.00	1.00	-	1.00	-
Electrical Technician	314	2.00	2.00	-	2.00	-
Trades Maintenance Technician II	313	2.00	2.00	-	2.00	1.00
Trades Maintenance Technician I	309	1.00	1.00	-	1.00	1.00
Custodial Worker II	305	1.00	1.00	-	1.00	-
Custodial Worker I	302	1.00	1.00	-	1.00	-
Total Full Time Equivalents		8.00	8.00	-	8.00	2.00

Facilities Maintenance

Account	Description	2018 Actual	2019 Actual	2020 Actual	2021 Budget	2022 Budget
Personnel Services						
001-4046-539.12-00	Regular Salaries & Wages	365,245	370,723	382,276	392,670	418,389
001-4046-539.12-02	Reg Salaries - Opt Out Health Insurance	-	-	2,520	-	-
001-4046-539.14-00	Overtime	3,524	3,323	4,235	3,918	3,918
001-4046-539.21-00	FICA/Medicare Taxes	26,821	27,356	28,480	30,451	30,643
001-4046-539.22-01	Retirement Contributions - FRS	35,067	37,355	41,610	41,864	50,003
001-4046-539.23-00	Medical Insurance	94,838	106,505	107,055	99,591	125,558
001-4046-539.23-02	Medical Insurance - Life & ST Disability	2,283	2,513	2,523	2,521	2,537
001-4046-539.24-00	Worker's Compensation	8,040	13,859	13,506	16,429	16,500
	Subtotal Personnel Services	\$ 535,818	\$ 561,634	\$ 582,205	\$ 587,444	\$ 647,548
Operating						
001-4046-539.34-00	Other Contractual Services	16,004	18,041	19,227	17,500	19,500
001-4046-539.41-00	Communications Services	4,823	8,124	7,225	5,294	5,294
001-4046-539.42-00	Postage & Transportation	-	6	-	25	25
001-4046-539.43-00	Utility Services	123,039	137,081	126,116	137,042	144,042
001-4046-539.44-00	Rentals & Leases	603	476	282	1,515	1,515
001-4046-539.45-01	Insurance - Operating Liability	18,468	20,935	21,872	24,920	25,790
001-4046-539.45-02	Insurance - Auto Liability	5,038	2,249	2,694	3,786	4,897
001-4046-539.46-00	Repair & Maintenance Services	85,484	160,010	88,657	96,246	97,377
001-4046-539.47-00	Printing & Binding	258	224	923	250	250
001-4046-539.48-00	Promotional Activities	7,989	28,564	25,545	29,000	29,000
001-4046-539.49-00	Other Charges/Obligations	724	6	566	350	350
001-4046-539.51-00	Office Supplies	334	296	499	500	500
001-4046-539.52-00	Operating Supplies	22,466	26,051	25,607	27,875	28,000
001-4046-539.52-01	Operating Supplies - Gasoline/Diesel/Lubric	11,189	12,193	7,005	13,061	13,061
001-4046-539.52-05	Operating Supplies - Uniforms	1,591	1,804	1,333	2,925	2,925
001-4046-539.54-01	Books/Pubs/Subsc/Memb - Prof Dues	-	100	-	604	804
001-4046-539.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	-	-	-	200	900
001-4046-539.55-00	Training	-	-	-	-	250
	Subtotal Operating	\$ 298,010	\$ 416,160	\$ 327,551	\$ 361,093	\$ 374,480
	Total	\$ 833,828	\$ 977,794	\$ 909,756	\$ 948,537	\$ 1,022,028

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	2019 Actual	2020 Actual	2021 Budget	2022 Budget
Salaries	\$ 562,993	\$ 574,665	\$ 606,605	\$ 763,328
Benefits	287,676	306,019	304,604	390,200
Operating	279,536	370,332	257,381	225,765
Supplies	79,268	71,048	91,858	96,533
Capital	-	10,380	-	-
Total \$	1,209,473	\$ 1,332,444	\$ 1,260,448	\$ 1,475,826

Funding Source				
Total	1,209,473	1,332,444	1,260,448	1,475,826
Total \$	1,209,473	\$ 1,332,444	\$ 1,260,448	\$ 1,475,826

Our Accomplishments in 2020-21

- ❖ Continue 24 hour response to pot hole complaints, trip hazards, downed signs and trees.
- ❖ Continue ROW mowing, tree maintenance and removals citywide.
- ❖ Provide traffic control assistance for police department, fire department and for special events throughout the City.
- ❖ Continued sign maintenance citywide.
- ❖ Continued maintenance at Mayfair golf course, trees, cart paths and more.
- ❖ Continued to repair and replace broken and raised sidewalk panes citywide.
- ❖ Continued maintenance of City alleys.

Goals and Objectives for 2021-22

- ❖ Continue 24hour response to pot hole complaints & trip hazards
- ❖ Continue ROW mowing & Tree Maintenance Citywide
- ❖ Provide Traffic Control Assistance for Police & Fire Department & for Special Events throughout the City
- ❖ Continue maintenance at Mayfair Golf Course, trees, cart paths and more.

- ❖ Continue to repair and replace broken and raised sidewalk panes city-wide.
- ❖ Continued maintenance on our alleys city-wide.

PUBLIC WORKS - STREETS				
Performance Measures				
Activity	Actual 2018-2019	Actual 2019-2020	Expected 2020-2021	Proposed 2021-2022
Total Work Orders	2,571	2,419	2,600	2,600
Pot Repair	27	25	45	45
Asphalt Repair	58	37	60	60
Concrete Work	29	18	33	33
Grading	12	18	12	12
Brick Repair/Replace	30	15	30	30
Tractor Machine Mow Lots & ROW's	120	26	108	108
Tree Work	325	154	300	325
Alley Maintenance	39	40	43	43
Sign Maintenance	1,073	1,451	1,210	1,210
% of Non-Emergency Work Orders Completed within (5) Days of Request	100%	100%	100%	100%
% of Emergency Repairs Completed within (24) Hours	100%	100%	100%	100%
Cost per Work Order Completed	\$ 235	\$ 235	\$ 192	\$ 192

Authorized Positions

Full Time Equivalents	Grade	Funded 2020	Funded 2021	+/-	Funded 2022	Authorized & Unfunded
Public Works - Streets						
Project Manager	423	0.05	0.05	-	0.05	1.00
Streets Superintendent	421	1.00	1.00	-	1.00	-
Senior Public Works Inspector **	418	1.20	1.20	-	1.20	-
Signs and Traffic Coordinator	416	1.00	1.00	-	1.00	-
Crew Leader	414	2.00	2.00	-	2.00	-
Equipment Operator IV	312	2.00	2.00	-	2.00	-
Equipment Operator II	309	1.00	1.00	-	1.00	-
Environmental - Administrative Specialist II **	411	0.50	0.50	-	0.50	-
Maintenance Worker, Lead	307	3.00	3.00	-	3.00	-
Sign Technician	307	1.00	1.00	-	1.00	-
Equipment Operator I	307	-	-	-	-	1.00
Litter Control - Maintenance Worker	302	-	-	1.00	1.00	-
Maintenance Worker	304	1.00	1.00	-	2.00	1.00
Total Full Time Equivalents		13.75	13.75	1.00	15.75	3.00

**Split between funds or departments/divisions

Streets

Account	Description	2018 Actual	2019 Actual	2020 Actual	2021 Budget	2022 Budget
Personnel Services						
001-4047-541.12-00	Regular Salaries & Wages	524,322	544,761	562,702	576,576	750,894
001-4047-541.12-06	Reg Salaries - Opt Out Health Insurance	608	720	60	704	704
001-4047-541.14-00	Overtime	25,828	17,512	11,903	29,325	11,730
001-4047-541.21-00	FICA/Medicare Taxes	39,688	40,211	40,931	46,570	49,660
001-4047-541.22-01	Retirement Contributions - FRS	48,604	52,324	58,178	55,448	76,888
001-4047-541.23-00	Medical Insurance	129,895	151,471	163,021	144,680	201,610
001-4047-541.23-02	Medical Insurance - Life & ST Disability	3,356	3,669	3,709	3,721	4,098
001-4047-541.24-00	Worker's Compensation	22,447	40,001	40,180	54,185	57,946
	Subtotal Personnel Services	\$ 794,728	\$ 850,669	\$ 880,684	\$ 911,209	\$ 1,153,528
Operating						
001-4047-541.31-00	Professional Services	-	-	79,260	-	-
001-4047-541.34-00	Other Contractual Services	531,229	94,198	87,698	93,975	93,975
001-4047-541.40-00	Travel & Per Diem	-	13	-	50	50
001-4047-541.41-00	Communications Services	3,603	4,851	5,846	4,906	4,906
001-4047-541.42-00	Postage & Transportation	7	-	-	20	20
001-4047-541.43-00	Utility Services	7,018	6,676	6,432	8,727	8,727
001-4047-541.44-00	Rentals & Leases	587	20,779	19,232	2,615	21,504
001-4047-541.45-01	Insurance - Operating Liability	39,380	44,565	92,204	79,883	22,614
001-4047-541.45-02	Insurance - Auto Liability	11,933	5,619	8,362	11,128	14,879
001-4047-541.46-00	Repair & Maintenance Services	43,181	100,746	68,316	53,600	58,600
001-4047-541.47-00	Printing & Binding	411	434	316	390	390
001-4047-541.49-00	Other Charges/Obligations	1,441	1,655	2,666	2,087	100
001-4047-541.51-00	Office Supplies	298	131	221	200	200
001-4047-541.52-00	Operating Supplies	10,278	10,028	10,639	11,000	11,000
001-4047-541.52-01	Operating Supplies - Gasoline/Diesel/Lubric	39,278	36,061	30,562	39,214	39,214
001-4047-541.52-05	Operating Supplies - Uniforms	3,682	3,450	3,456	4,550	4,050
001-4047-541.53-00	Road Materials & Supplies	21,887	25,942	25,800	31,900	35,500
001-4047-541.54-01	Books/Pubs/Subsc/Memb - Prof Dues	495	100	370	704	704
001-4047-541.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	1,553	3,526	-	4,290	5,490
001-4047-541.54-03	Books/Pubs/Subsc/Memb - Subscriptions	-	30	-	-	-
001-4047-541.55-00	Training	-	-	-	-	375
	Subtotal Operating	\$ 716,261	\$ 358,804	\$ 441,380	\$ 349,239	\$ 322,298
Capital						
001-4047-541.64-00	Books/Pubs/Subsc/Memb - Subscriptions	-	-	10,380	-	-
	Subtotal Capital	\$ -	\$ -	\$ 10,380	\$ -	\$ -
Total		\$ 1,510,989	\$ 1,209,473	\$ 1,332,444	\$ 1,260,448	\$ 1,475,826

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	2019 Actual	2020 Actual	2021 Budget	2022 Budget
Operating	\$ 978,989	\$ 900,204	\$ 613,377	\$ 666,137
Supplies	78,621	44,492	105,550	105,550
Capital	-	-	525,243	1,025,243
Transfers	99,302	-	-	-
Total	\$ 1,156,912	\$ 944,696	\$ 1,244,170	\$ 1,796,930

Funding Source				
Total	1,156,912	944,696	1,244,170	1,796,930
Total	\$ 1,156,912	\$ 944,696	\$ 1,244,170	\$ 1,796,930

This fund includes utilities for street lights (\$457,500), CSX transportation (\$10,000), traffic agreement with Seminole County (\$152,260), and funding for operations and capital projects (\$1,097,190). The detailed budget for this program is located in the Special Revenue Fund section of this budget document.

PUBLIC WORKS SOLID WASTE

Public Works Director

Solid Waste

Solid Waste Manager

Administrative Specialist II

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	2019 Actual	2020 Actual	2021 Budget	2022 Budget
Salaries	\$ 108,280	\$ 109,583	\$ 119,567	\$ 142,557
Benefits	47,749	58,589	47,424	59,034
Operating	5,971,039	6,095,860	6,614,363	6,631,141
Supplies	16,243	9,885	13,100	9,650
Debt service	153	654	-	-
Transfers	92,000	-	46,000	15,580
Total \$	6,235,464	\$ 6,274,571	\$ 6,840,454	\$ 6,857,962

Funding Source				
Total	6,235,464	6,274,571	6,840,454	6,857,962
Total \$	6,235,464	\$ 6,274,571	\$ 6,840,454	\$ 6,857,962

Our Accomplishments in 2020-21

- ❖ Collected 5,838 tons of Residential Solid Waste from approximately 14,586 residents.
- ❖ Collected 582 tons of Residential Yard Waste from approximately 14,586 residents.
- ❖ Collected 126 tons of Residential Community Clean up from approximately 14,586 residents.
- ❖ Collected 398 tons of Residential Recycle from approximately 14,586 residents.

Goals and Objectives for 2021-22

- ❖ Protect the quality of air, water, soil, and other 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 of in a proper, sanitary, and efficient manner.
- ❖ Decrease recycle contamination and increase recycle tonnage.
- ❖ Encourage adopt-a-road program participation.
- ❖ Eliminate illegal dumping.

PUBLIC WORKS - SOLID WASTE				
Performance Measures				
Activity	Actual 2018-2019	Actual 2019-2020	Expected 2020-2021	Proposed 2021-2022
Payment to Solid Waste Contractor (Residential Only)	2,742,506	2,794,552	2,808,525	2,822,567
Monthly Service Charge for Solid Waste	19	19	19	19
# Tons of Waste Collected	16,993	19,381	19,612	19,845
# Tons of Recycled Waste Collected	1,120	1,222	1,236	1,251
# Tons of Yard Waste Collected	2,595	2,551	2,582	2,612
# Residential Customers Served	13,852	14,325	14,493	14,666
# Service Compliants	1,186	1,010	1,022	1,034
% "On Time" Collection Rate	98%	98%	99%	93%
Complaints per 1,000 Customers	2%	2%	1%	7%
Cost for Ton for Disposal	39	39	39	39
\$ Value of Recyclables diverted from Landfill	40,349	44,001	44,525	45,055

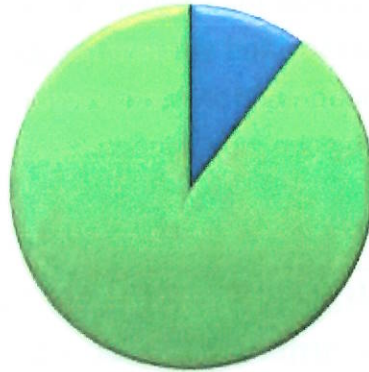
Authorized Positions

Full Time Equivalents	Grade	Funded 2020	Funded 2021	+/-	Funded 2022	Authorized & Unfunded
Public Works - Solid Waste						
Public Works Director **	433	0.10	0.10	-	0.10	-
Solid Waste Manager	419	1.00	1.00	-	1.00	-
Solid Waste Customer Support	411	1.00	1.00	-	1.00	-
Total Full Time Equivalents		2.10	2.10	-	2.10	-

**Split between funds or departments/divisions

Solid Waste as a percentage of Enterprise Funds

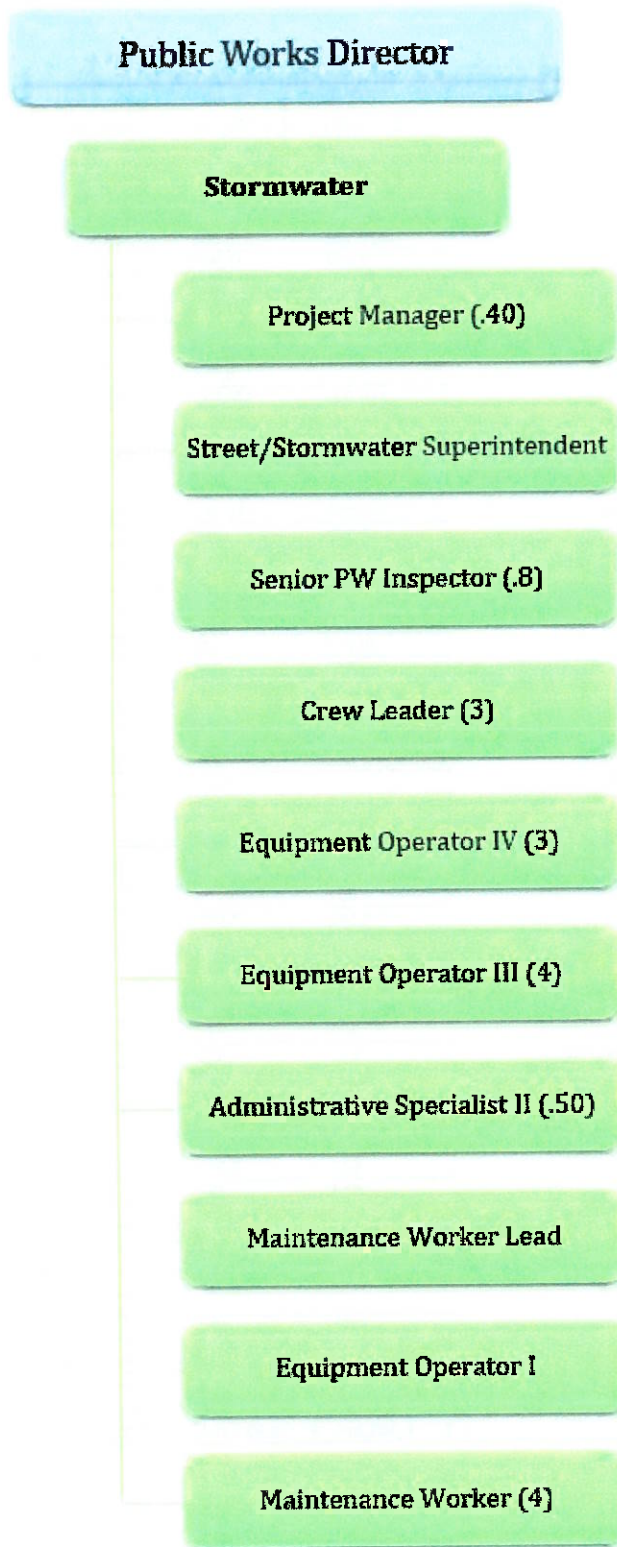
11.7%



Solid Waste Revenues and Expenses	2018 Actual	2019 Actual	2020 Actual	2021 Budget	2022 Budget
Operating Revenues					
Charges for Services	\$ 6,083,384	\$ 6,306,005	\$ 6,482,068	\$ 6,774,767	\$ 6,857,962
Other	2,109	1,041	2,048	-	-
Total operating revenue	<u>6,085,493</u>	<u>6,307,046</u>	<u>6,484,116</u>	<u>6,774,767</u>	<u>6,857,962</u>
Operating Expenses					
Personnel Services	\$ 170,378	\$ 156,029	\$ 168,172	\$ 166,991	\$ 201,591
Materials/Other Services	5,796,474	5,979,654	6,100,032	6,627,463	6,640,791
Total operating expenses	<u>5,966,852</u>	<u>6,135,683</u>	<u>6,268,204</u>	<u>6,794,454</u>	<u>6,842,382</u>
Operating Income	<u>118,641</u>	<u>171,363</u>	<u>215,912</u>	<u>(19,687)</u>	<u>15,580</u>
Non-Operating Revenue/(Expense)					
Capital Expenses	(1,432)	(7,630)	(5,713)	-	-
Total Non-Operating	<u>(1,432)</u>	<u>(7,630)</u>	<u>(5,713)</u>	<u>-</u>	<u>-</u>
Income Before Transfers and Contributions	<u>117,209</u>	<u>163,733</u>	<u>210,199</u>	<u>(19,687)</u>	<u>15,580</u>
Transfers In	-	-	-	-	-
Transfers Out	(184,000)	(92,000)	-	(46,000)	-
Net Change in Assets	<u>(66,791)</u>	<u>71,733</u>	<u>210,199</u>	<u>(65,687)</u>	<u>15,580</u>
Net Assets - Beginning*	<u>(83,772)</u>	<u>(150,563)</u>	<u>(78,830)</u>	<u>131,369</u>	<u>65,682</u>
Net Assets - Ending*	<u>\$ (150,563)</u>	<u>\$ (78,830)</u>	<u>\$ 131,369</u>	<u>\$ 65,682</u>	<u>\$ 81,262</u>

*Includes Restricted Assets.

PUBLIC WORKS/STORMWATER



Stormwater

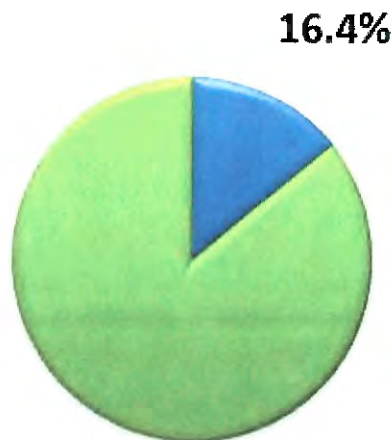
The Storm Water division is responsible for effectively managing the 50 miles of drainage ditches and other drainage structures that make up the City’s drainage system. This division is also responsible for planning, designing and constructing new drainage facilities to augment the existing, older systems, 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	2019 Actual	2020 Actual	2021 Budget	2022 Budget
Salaries	\$ 650,723	\$ 671,134	\$ 758,747	\$ 865,009
Benefits	426,473	521,702	389,737	474,742
Operating	648,867	814,401	830,433	1,125,023
Supplies	975,403	1,565,364	198,670	195,432
Capital	-	1	1,389,000	6,155,000
Debt service	273,005	269,002	809,303	809,299
Transfers	-	-	2,070,394	-
Total	\$ 2,974,471	\$ 3,841,604	\$ 6,446,284	\$ 9,624,505

Funding Source				
Total	2,974,471	3,841,604	6,446,284	9,624,505
Total	\$ 2,974,471	\$ 3,841,604	\$ 6,446,284	\$ 9,624,505

Storm Water as a percentage of Enterprise Funds



Stormwater Revenues and Expenses	2018 Actual	2019 Actual	2020 Actual	2021 Budget	2022 Budget
Operating Revenues					
Charges for Services	\$ 5,697,075	\$ 5,781,419	\$ 5,781,419	\$ 6,042,284	\$ 6,002,721
Other	9	76	76	-	-
Total operating revenue	<u>5,697,084</u>	<u>5,781,495</u>	<u>5,781,495</u>	<u>6,042,284</u>	<u>6,002,721</u>
Operating Expenses					
Personnel Services	1,033,691	1,077,196	1,077,196	1,148,484	1,339,751
Materials/Other Services	829,425	797,958	797,958	1,029,103	1,320,455
Depreciation	735,980	826,312	826,312	-	-
Total operating expenses	<u>2,599,096</u>	<u>2,701,466</u>	<u>2,701,466</u>	<u>2,177,587</u>	<u>2,660,206</u>
Operating Income	<u>3,097,988</u>	<u>3,080,029</u>	<u>3,080,029</u>	<u>3,864,697</u>	<u>3,342,515</u>
Non-Operating Revenue/(Expense)					
Interest income	153,251	611,355	611,355	400,000	100,000
Intergovernmental	3,638	5,614	5,614	4,000	3,600
Interest expense	(140,029)	(273,004)	(273,004)	(162,226)	(147,990)
Capital Expenses	-	-	-	(1,389,000)	(6,155,000)
Debt Costs	-	-	-	(647,077)	(661,309)
Revenues/(Expenses)	<u>16,860</u>	<u>343,965</u>	<u>343,965</u>	<u>(1,794,303)</u>	<u>(6,860,699)</u>
Income Before Transfers and Contributions	<u>3,114,848</u>	<u>3,423,994</u>	<u>3,423,994</u>	<u>2,070,394</u>	<u>(3,518,184)</u>
Transfers In/(Out)	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net Change in Assets	<u>3,114,848</u>	<u>3,423,994</u>	<u>3,423,994</u>	<u>2,070,394</u>	<u>(3,518,184)</u>
Net Assets - Beginning*	12,818,497	15,933,345	19,357,339	22,781,333	24,851,727
Net Assets - Ending*	<u>\$ 15,933,345</u>	<u>\$ 19,357,339</u>	<u>\$ 22,781,333</u>	<u>\$ 24,851,727</u>	<u>\$ 21,333,543</u>

*Includes restricted assets.

Our Accomplishments in 2020-21

- ❖ Enlarged inlet and added a flume at the end of Virginia to help with localized flooding and erosion.
- ❖ Piped 300 feet of swale and 4 inlets along east side of multipurpose field at the Mellonville center.
- ❖ Cleaned 600 feet of ditch along Terwilliger Trail and rebuild 3 inlets and two point repairs.
- ❖ Piped 330 feet of the 24th Place ditch between Chase and Marshal Avenues.
- ❖ Added 4 inlets and 300 feet of pipe to help with localized flooding north of 24th Place on Chase Ave.
- ❖ Added 500 feet of pipe and 7 inlets on Central Park Place in North Stare industrial park to help alleviate flooding in this area.
- ❖ Added two inlets and 50 feet of pipe on 20th and Washington to help alleviate localized flooding.
- ❖ Rebuilt headwalls along the McCracken ditch to help with erosion.

Goals and Objectives for 2021-22

- ❖ Add 800' of 12" pipe and 8 inlets along Chase Ave and Marshall from 24th place to 25th Street.
- ❖ Add 400' of pipe and 6 inlets along Maplewood.
- ❖ Add 40' of pipe to the Headwall on Persimmon at Crooms school.
- ❖ Upsize pipe crossings along Aero Lane to help with localized flooding.
- ❖ Clean inspect stormwater pipes throughout the city.
- ❖ Mow and clean ditches city-wide.
- ❖ Pipe repairs city-wide.
- ❖ Pipe lining city-wide.
- ❖ Continue to oversee and monitor the N.P.D.E.S. & BMAP programs.

PUBLIC WORKS - STORMWATER

Performance Measures

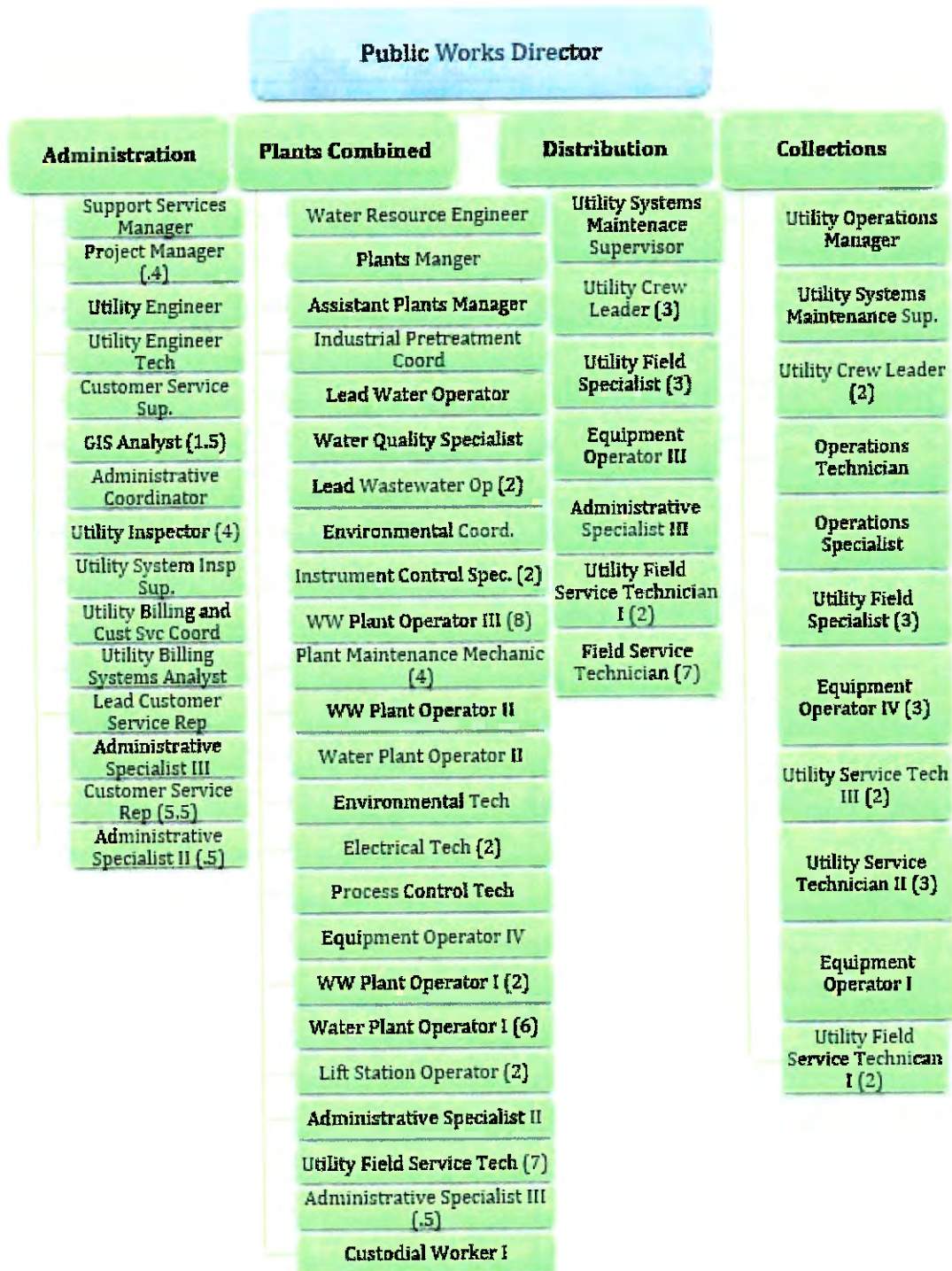
Activity	Actual 2018-2019	Actual 2019-2020	Expected 2020-2021	Proposed 2021-2022
Linear feet of Stormwater Lines	562,636	562,636	562,636	562,636
# Lane Miles	320	320	320	320
# of Miles of Roads Swept	6,875	6,875	6,875	7,000
Linear Feet of Stormwater Lines Cleaned	55,158	32,933	56,000	60,000
% of Streets 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%	25%	25%	25%
Cost per Lane Mile Swept	\$ 17	\$ 17	\$ 17	\$ 17

Authorized Positions

Full Time Equivalents	Grade	Funded 2020	Funded 2021	+/-	Funded 2022	Authorized & Unfunded
Public Works - Stormwater						
Public Works Director **	433	0.10	0.10	-	0.10	-
City Engineer **		-	-	-	-	0.50
Project Manager **	423	0.40	0.40	-	0.40	-
Streets/Stormwater Superintendent	421	1.00	1.00	-	1.00	-
Senior Public Works Inspector **	418	0.80	0.80	-	0.80	-
Crew Leader	414	3.00	3.00	-	3.00	-
Equipment Operator IV	312	3.00	3.00	-	3.00	-
Equipment Operator III	311	4.00	4.00	-	4.00	-
Environmental - Administrative Specialist II **	411	0.50	0.50	-	0.50	1.00
Maintenance Worker, Lead	307	1.00	1.00	-	1.00	-
Equipment Operator I	307	1.00	1.00	-	1.00	-
Maintenance Worker	304	4.00	4.00	-	4.00	-
Total Full Time Equivalents		18.80	18.80	-	18.80	1.50

**Split between funds or departments/divisions

PUBLIC WORKS WATER & SEWER DEPARTMENT



Water and Wastewater Department



Mission Statement

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

Role of Water and Wastewater Department

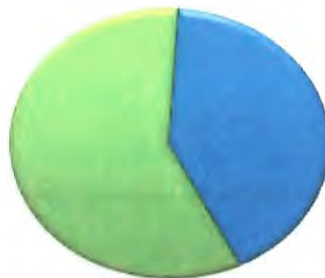
The Sanford Water and Wastewater Utility provides the City's residential, commercial, light industrial, agricultural and rural areas with potable water and wastewater collection, treatment and disposal. In addition, the utility provides services to unincorporated areas of Seminole County within its service area, and through wholesale agreements. Groundwater from the Floridian Aquifer is drawn and treated at two water treatment facilities and the potable water produced is distributed throughout the service area through the system's transmission pipelines. Wastewater is collected throughout the service area and conveyed to either the Sanford North Water Reclamation Facility, or to the new South Water Reclamation Facility. The treated effluent, or reclaimed water, is then conveyed into the City's Reclaimed Water distribution System for irrigation purposes. The 2022 final budget anticipates a 2% CPI rate increase to water and wastewater, effective October 1, 2021.

Summary

Expenditures	2019 Actual	2020 Actual	2021 Budget	2022 Budget
Salaries	\$ 4,699,436	\$ 4,583,518	\$ 5,562,022	\$ 6,140,001
Benefits	2,610,269	3,046,174	2,393,776	2,885,778
Operating	8,171,840	7,689,657	9,038,697	9,908,406
Supplies	6,186,117	6,097,750	1,570,127	1,461,267
Capital	5,676,364	3,600,328	16,020,000	14,472,175
Debt service	1,256,938	1,118,114	7,417,264	5,689,909
Transfers	(1,565,963)	(1,077,714)	4,112,793	4,430,290
Total	\$ 27,035,001	\$ 25,057,827	\$ 46,114,679	\$ 44,987,826

Water and Wastewater Department as a percentage of Enterprise Fund

72%



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	2019 Actual	2020 Actual	2021 Budget	2022 Budget
Salaries	\$ 859,630	\$ 1,017,552	\$ 1,104,898	\$ 1,244,140
Benefits	481,869	669,803	444,371	544,268
Operating	2,847,605	2,772,730	2,810,156	3,223,181
Supplies	60,910	46,363	90,087	76,287
Debt service	2,104	6,148	12,000	12,000
Total	\$ 4,252,118	\$ 4,512,596	\$ 4,461,512	\$ 5,099,876

Funding Source				
Total	4,252,118	4,512,596	4,461,512	5,099,876
Total	\$ 4,252,118	\$ 4,512,596	\$ 4,461,512	\$ 5,099,876

Our Accomplishments in 2020-21

- ❖ Management
 - Managed Financial Forecast Project.
 - Completion of Strategic Plan across the department.
 - Secured a FDEP grant of \$1,250,000 for Nutrient Reduction Sewer Work.
 - Prepared Identity Theft Annual Report.
 - Granted Good Neighbor Utility Fund Assistance quarterly.
 - Department qualified for the Safety Incentive.
 - Presented Annual Safety and Appreciation luncheon.
 - Alternative Water Supply study.
 - Utility Bill & Department Awareness Campaign
- ❖ ASR
 - Began ASR Cycle Testing.
- ❖ Water Conservation
 - Offered and managed the Toilet Rebate program.

Goals and Objectives for 2021-22

- ❖ Secure additional legislative appropriations of utilities projects nutrient.
- ❖ Begin Reclaimed Water Service to Volusia County.
- ❖ Complete Work order management project.
- ❖ Continue to focus on Customer Service Improvements including training.
- ❖ Management of file storage on and off site (scanning and disposal of appropriate documents).
- ❖ Have image docs installed by Central Square for customer service and working toward a paperless environment.

UTILITIES - ADMINISTRATION				
Performance Measures				
Activity	Actual 2018-2019	Actual 2019-2020	Expected 2020-2021	Proposed 2021-2022
Total # of utility bills processed	239,641	246,000	250,000	250,000
Total # of bank draft payments	1,654	2,861	2,900	3,000
Total # of credit card payments	25,315	25,500	25,750	25,750
Total # of walk up customers served	16,327	13,237	15,750	15,750
Total # of online payments	97,025	99,754	100,500	100,500
Water Quality complaints	62	67	70	70
% of payments from bank drafting	0.69	1.16	1.16	1.20
% payments from credit card transactions	10.56	10.37	10.30	10.30

Authorized Positions

Full Time Equivalents	Grade	Funded 2020	Funded 2021	+/-	Funded 2022	Authorized & Unfunded
Utilites - Water/Wastewater - Administration						
Public Utilities Director	432	-	-	-	-	1.00
Public Works Director **	433	0.45	0.45	-	0.45	-
Utility Support Services Manager	426	1.00	1.00	-	1.00	-
Utility System Engineer	423	1.00	1.00	-	1.00	-
Utility Engineer Technician		1.00	1.00	-	1.00	-
Project Manager	423	0.40	0.40	-	0.40	-
Customer Service Supervisor	412	1.00	1.00	-	1.00	-
GIS Analyst **	416	1.50	1.50	-	1.50	-
Administrative Coordinator	413	1.00	1.00	-	1.00	-
Utility Inspector	415	4.00	4.00	-	4.00	-
Utility Systems Inspections Supervisor	419	1.00	1.00	-	1.00	-
Utility Billing Coordinator	410	1.00	1.00	-	1.00	-
Utility Billing System Analyst	420	-	-	-	-	-
Utility Billing and Customer Service Coordinator	412	1.00	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	5.50	5.50	-	5.50	-
Administrative Specialist II**	409	0.50	0.50	-	0.50	-
Total Full Time Equivalents		22.35	22.35	-	22.35	1.00

**Split between funds or departments/divisions

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 60,000 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	2019 Actual	2020 Actual	2021 Budget	2022 Budget
Salaries	\$ 2,183,231	\$ 2,112,826	\$ 2,647,160	\$ 2,874,475
Benefits	1,101,113	1,262,634	1,065,479	1,278,006
Operating	224,092	293,023	399,989	378,263
Supplies	104,004	80,547	108,690	99,890
Total	\$ 3,612,440	\$ 3,749,030	\$ 4,221,318	\$ 4,630,634

Funding Source				
Total	3,612,440	3,749,030	4,221,318	4,630,634
Total	\$ 3,612,440	\$ 3,749,030	\$ 4,221,318	\$ 4,630,634

Our Accomplishments in 2020-21

- ❖ Overhauled all 4 oxidation ditch rotor, gearbox, and motors at the SWRC.
- ❖ Started MWP construction.
- ❖ Installed larger generator at Placid Lakes.
- ❖ Started construction at Sunland L/S.
- ❖ Mellonville Elevated tank repaired VFD and major repair to main pipe.
- ❖ Abandoned all highway wells.
- ❖ Relocated and built oil and grease offices built to SWRC.
- ❖ ATAD (SNDR) put online at the NWRF.
- ❖ Solar dryer put online at the NWRF.
- ❖ Odor Control system put online at NWRF..

Goals and Objectives for 2021-22

- ❖ Rehab high school and vacuum lift stations.
- ❖ Replace main electrical power cable to east side of NWRF.

- ❖ Replace damaged roof at the SWRC, chlorine building, electrical buildings 1&2 and main office building.
- ❖ Replace main lift station control panel at the SWRC.
- ❖ Lights on NWRF clarifier.
- ❖ Install 10 mgd storage tanks.

UTILITIES - COMBINED WATER AND WASTEWATER
Performance Measures

Activity	Actual 2018-2019	Actual 2019-2020	Expected 2020-2021	Proposed 2021-2022
# Gallons water produced (in million gallons)	2,460	2,401	2,401	2,401
Water consumption (in million gallons)	2,246	2,155	2,155	2,155
Average daily demand (MGD)	6.7	6.6	6.6	6.6
Average total maximum daily flow (MGD)	7	7.2	7.2	7.2
% water produced within FDEP compliance	100%	100%	100%	100%

Authorized Positions

Full Time Equivalents	Grade	Funded 2020	Funded 2021	+/-	Funded 2022	Authorized & Unfunded
Utilities - Water/Wastewater - Plants						
Water Resource Engineer	423	1.00	1.00	-	1.00	-
Plants Manager - Maintenance	423	-	-	-	-	-
Plants Manager - Operations	422	-	-	-	-	-
Plants Manager	423	1.00	1.00	-	1.00	-
Assistant Plants Manager	420	1.00	1.00	-	1.00	-
Industrial Pre-Treatment Coordinator	420	1.00	1.00	-	1.00	-
Lead Water Operator	418	1.00	1.00	-	1.00	-
Water Quality Specialist	418	1.00	1.00	-	1.00	-
Lead Wastewater Operator	418	2.00	2.00	-	2.00	-
Environmental Coordinator	420	1.00	1.00	-	1.00	-
Instrument Control Specialist	416	2.00	2.00	-	2.00	-
Utility Wastewater Plant Operator III	416	8.00	8.00	-	8.00	-
Utility Plant Maintenance Mechanic	415	3.00	4.00	-	4.00	-
Utility Wastewater Plant Operator II	415	1.00	1.00	-	1.00	-
Utility Water Plant Operator II	415	1.00	1.00	-	1.00	-
Environmental Technician	411	1.00	1.00	-	1.00	-
Electrical Technician	314	2.00	2.00	-	2.00	-
Process Control Technician	413	1.00	1.00	-	1.00	-
Equipment Operator IV	312	1.00	1.00	-	1.00	-
Utility Wastewater Plant Operator I	412	2.00	2.00	-	2.00	-
Utility Water Plant Operator I	412	6.00	6.00	-	6.00	-
Lift Station Operator	311	2.00	2.00	-	2.00	-
Administrative Specialist II	409	1.00	1.00	-	1.00	-
Utility Field Service Technician	307	6.00	7.00	-	7.00	-
Administrative Specialist II**	409	0.50	0.50	-	0.50	-
Custodial Worker I	302	1.00	1.00	-	1.00	-
Total Full Time Equivalents		47.50	49.50	-	49.50	-

**Split between funds or departments/divisions

Account	Description	2018 Actual	2019 Actual	2020 Actual	2021 Budget	2022 Budget
Personnel Services						
451-4520-536.12-00	Regular Salaries & Wages	1,977,043	2,174,698	2,161,861	2,504,660	2,730,475
451-4520-536.12-02	Regular Salaries - Additional Pays	13,808	4,855	13,338	6,500	8,000
451-4520-536.12-06	Reg Salaries - Opt Out Health Insurance	7,500	8,100	6,300	6,000	6,000
451-4520-536.12-10	Regular Salaries & Wages - OPEB	24,791	(98,422)	(142,455)	-	-
451-4520-536.14-00	Overtime	119,486	94,000	73,782	130,000	130,000
451-4520-536.21-00	FICA/Medicare Taxes	158,165	169,185	165,625	203,225	211,278
451-4520-536.22-01	Retirement Contributions	177,321	192,835	201,591	238,861	312,924
451-4520-536.23-00	Medical Insurance	338,001	409,439	457,477	522,423	648,602
451-4520-536.23-02	Medical Insurance - Life & ST Disability	12,143	13,532	13,932	16,092	16,758
451-4520-536.24-00	Worker's Compensation	34,566	62,922	58,663	84,878	88,444
451-4520-536.27-00	Pension GASB 68	158,251	253,200	365,346	-	-
	Subtotal Personnel Services	\$ 3,021,075	\$ 3,284,344	\$ 3,375,460	\$ 3,712,639	\$ 4,152,481
Operating						
451-4520-536.31-00	Professional Services	88,391	93,243	115,859	185,000	155,000
451-4520-536.34-00	Other Contractual Services	18,502	16,233	11,914	10,000	12,500
451-4520-536.40-00	Travel & Per Diem	4,878	2,620	4,667	5,300	5,300
451-4520-536.41-00	Communications Services	13,385	13,520	13,659	12,463	12,463
451-4520-536.42-00	Postage & Transportation	882	85	147	500	500
451-4520-536.44-00	Rentals & Leases	7,425	7,009	7,244	7,500	5,000
451-4520-536.45-01	Insurance - Operating Liability	8,345	8,332	9,221	8,123	8,444
451-4520-536.45-02	Insurance - Auto Liability	16,457	6,888	9,245	12,303	16,106
451-4520-536.46-00	Repair & Maintenance Services	112,447	65,820	111,873	115,500	133,500
451-4520-536.47-00	Printing & Binding	698	858	1,123	350	1,500
451-4520-536.48-00	Promotional Activities	-	-	-	100	100
451-4520-536.49-00	Other Charges/Obligations	20,871	9,484	8,071	42,850	27,850
451-4520-536.51-00	Office Supplies	936	685	207	2,200	2,200
451-4520-536.52-00	Operating Supplies	8,692	15,025	20,672	13,000	13,000
451-4520-536.52-01	Operating Supplies - Gasoline/Diesel/Lubric	68,044	66,964	48,307	72,000	65,000
451-4520-536.52-05	Operating Supplies - Uniforms	7,993	9,184	7,060	9,000	9,000
451-4520-536.54-01	Books/Pubs/Subsc/Memb - Prof Dues	379	4,970	831	1,090	1,090
451-4520-536.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	1,100	7,050	3,470	11,000	9,200
451-4520-536.54-03	Books/Pubs/Subsc/Memb - Subscriptions	-	126	-	400	400
	Subtotal Operating	\$ 379,425	\$ 328,096	\$ 373,570	\$ 508,679	\$ 478,153
	Total	\$ 3,400,500	\$ 3,612,440	\$ 3,749,030	\$ 4,221,318	\$ 4,630,634

Account	Description	2018 Actual	2019 Actual	2020 Actual	2021 Budget	2022 Budget
Operating						
451-4521-536.34-00	Other Contractual Services	22,762	25,051	29,588	66,000	56,000
451-4521-536.43-00	Utility Services	220,987	225,644	225,092	225,978	225,978
451-4521-536.44-00	Rentals & Leases	-	-	-	1,000	500
451-4521-536.45-01	Insurance - Operating Liability	2,014	2,061	2,184	1,924	1,991
451-4521-536.46-00	Repair & Maintenance Services	54,733	19,255	28,409	87,000	87,000
451-4521-536.47-00	Printing & Binding	-	32	-	500	500
451-4521-536.51-00	Office Supplies	208	62	31	1,000	1,000
451-4521-536.52-00	Operating Supplies	106,492	124,546	109,251	135,000	140,000
451-4521-536.52-01	Operating Supplies - Gasoline/Diesel/Lubric	3,536	7,352	3,139	5,000	5,000
	Subtotal Operating	\$ 410,732	\$ 404,003	\$ 397,694	\$ 523,402	\$ 517,969
	Total	\$ 410,732	\$ 404,003	\$ 397,694	\$ 523,402	\$ 517,969

Account	Description	2018 Actual	2019 Actual	2020 Actual	2021 Budget	2022 Budget
Operating						
451-4522-536.31-00	Professional Services	-	-	-	-	10,000
451-4522-536.34-00	Other Contractual Services	9,136	32,832	15,876	50,000	40,000
451-4522-536.43-00	Utility Services	135,915	140,228	115,073	150,000	150,000
451-4522-536.44-00	Rentals & Leases	-	-	6,077	1,300	1,300
451-4522-536.45-01	Insurance - Operating Liability	1,606	1,643	1,741	1,534	1,587
451-4522-536.46-00	Repair & Maintenance Services	74,021	53,512	54,790	85,000	85,000
451-4522-536.52-00	Operating Supplies	170,845	150,486	88,210	311,000	251,000
	Subtotal Operating	\$ 391,523	\$ 378,701	\$ 279,767	\$ 598,834	\$ 538,887
	Total	\$ 391,523	\$ 378,701	\$ 279,767	\$ 598,834	\$ 538,887

Account	Description	2018 Actual	2019 Actual	2020 Actual	2021 Budget	2022 Budget
Operating						
451-4525-536.45-01	Insurance - Operating Liability	5,695	14,300	15,275	13,455	14,220
451-4525-536.46-00	Repair & Maintenance Services	80,687	27,254	52,144	63,000	63,000
451-4525-536.49-00	Other Charges/Obligations	-	-	-	250	250
451-4525-536.52-00	Operating Supplies	3	-	-	500	500
	Subtotal Operating	\$ 66,385	\$ 41,554	\$ 67,419	\$ 77,205	\$ 77,970
	Total	\$ 66,385	\$ 41,554	\$ 67,419	\$ 77,205	\$ 77,970

Account	Description	2018 Actual	2019 Actual	2020 Actual	2021 Budget	2022 Budget
Operating						
451-4527-536.31-00	Professional Services	(277,853)	347	10,242	29,000	29,200
451-4527-536.34-00	Other Contractual Services	398,492	475,003	463,200	496,200	496,200
451-4527-536.42-00	Communications Services	79	213	132	-	200
451-4527-536.43-00	Utility Services	723,282	722,089	708,947	744,981	810,000
451-4527-536.44-00	Rentals & Leases	2,197	-	2,243	1,000	6,000
451-4527-536.45-01	Insurance - Operating Liability	235,792	242,421	257,160	226,525	240,885
451-4527-536.45-02	OPERATING LIABILITY	-	-	-	1,848	8,959
451-4527-536.46-00	Repair & Maintenance Services	206,904	279,566	170,969	296,500	296,500
451-4527-536.47-00	Printing & Binding	90	274	121	100	100
451-4527-536.49-00	Other Charges/Obligations	(225)	837	552	700	700
451-4527-536.51-00	Office Supplies	1,426	2,851	1,523	3,000	3,000
451-4527-536.52-00	Operating Supplies	385,173	259,204	297,226	632,500	600,000
451-4527-536.52-01	Operating Supplies - Gasoline/Diesel/Lubric	16,336	10,369	666	15,000	15,000
	Subtotal Operating	\$ 1,691,693	\$ 1,993,174	\$ 1,912,981	\$ 2,447,354	\$ 2,506,744
	Total	\$ 1,691,693	\$ 1,993,174	\$ 1,912,981	\$ 2,447,354	\$ 2,506,744

Account	Description	2018 Actual	2019 Actual	2020 Actual	2021 Budget	2022 Budget
Operating						
451-4528-536.31-00	Professional Services	100	15,477	100	10,200	10,000
451-4528-536.34-00	Other Contractual Services	106,652	67,691	39,600	60,450	60,000
451-4528-536.43-00	Utility Services	189,313	152,485	144,094	220,000	220,000
451-4528-536.44-00	Rentals & Leases	-	-	-	1,000	4,500
451-4528-536.46-00	Repair & Maintenance Services	124,371	165,353	144,804	169,400	194,400
451-4528-536.47-00	Printing & Binding	-	32	121	-	-
451-4528-536.49-00	Other Charges/Obligations	112	120	165	500	500
451-4528-536.51-00	Office Supplies	528	1,179	1,038	1,500	1,500
451-4528-536.52-00	Operating Supplies	35,277	52,267	42,276	74,700	74,700
451-4528-536.52-01	Operating Supplies - Gasoline/Diesel/Lubric	7,221	5,184	-	3,000	3,000
	Subtotal Operating	\$ 463,574	\$ 459,788	\$ 372,198	\$ 540,750	\$ 568,600
Capital						
451-4528-536.64-00	Machinery & Equipment	19,809	-	-	-	-
	Subtotal Capital	\$ 19,809	\$ -	\$ -	\$ -	\$ -
	Total	\$ 483,383	\$ 459,788	\$ 372,198	\$ 540,750	\$ 568,600

Account	Description	2018 Actual	2019 Actual	2020 Actual	2021 Budget	2022 Budget
Operating						
451-4529-536.34-00	Other Contractual Services	-	-	90	-	500
451-4529-536.42-00	Postage & Transportation	10	-	508	-	-
451-4529-536.43-00	Utility Services	132,681	128,722	126,184	124,000	124,000
451-4529-536.44-00	Rentals & Leases	190	-	9,000	5,550	5,550
451-4529-536.45-01	Insurance - Operating Liability	8,681	19,514	22,358	19,695	21,842
451-4529-536.45-02	Insurance - Automobile	-	-	-	98	127
451-4529-536.46-00	Repair & Maintenance Services	94,808	83,652	121,683	153,000	145,000
451-4529-536.51-00	Office Supplies	-	-	-	250	250
451-4529-536.52-00	Operating Supplies	2,268	1,435	984	1,500	1,500
451-4529-536.52-01	Operating Supplies - Gasoline/Diesel/Lubric	-	1,332	759	2,000	2,000
	Subtotal Operating	\$ 238,638	\$ 234,655	\$ 281,566	\$ 306,093	\$ 300,769
	Total	\$ 238,638	\$ 234,655	\$ 281,566	\$ 306,093	\$ 300,769

Wastewater Distribution

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

Summary

Expenditures	2019 Actual	2020 Actual	2021 Budget	2022 Budget
Salaries	\$ 716,149	\$ 601,812	\$ 844,762	\$ 950,839
Benefits	416,093	412,474	360,911	454,923
Operating	718,839	619,265	881,926	829,639
Supplies	70,035	44,056	79,800	80,040
Total	\$ 1,921,116	\$ 1,677,607	\$ 2,167,399	\$ 2,315,441

Funding Source				
Total	1,921,116	1,677,607	2,167,399	2,315,441
Total	\$ 1,921,116	\$ 1,677,607	\$ 2,167,399	\$ 2,315,441

Our Accomplishments in 2020-21

- ❖ Repaired more than 100 sewer failures.
- ❖ Responded to over 12,000 locate tickets.
- ❖ Cleaned 3,000 linear feet of force mains.
- ❖ Cleaned 500,000 linear feet of sewer lines.
- ❖ Completed about 40 sewer and water disconnects for demolition.
- ❖ Rebuilt 80 vacuum pits and 5 buffer tanks.
- ❖ Lined over 10,000 linear feet of sewer mains.
- ❖ Smoke tested 7 areas for direct inflow and filtration.
- ❖ Installed 1 new manhole.
- ❖ Degreased over 175,000 linear feet of main sewer lines.

Goals and Objectives for 2021-22

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

UTILITIES - WATER DISTRIBUTION

Performance Measures

Activity	Actual 2018-2019	Actual 2019-2020	Expected 2020-2021	Proposed 2021-2022
# Total Meters System Wide	21,484	22,966	23,000	23,000
# Radio Read Meters System Wide	21,356	22,843	22,435	22,435
# Hydrants System Wide	1,493	1,537	1,500	1,500
Miles of Mains System Wide	326	328	328	328
# Direct Read Meters (System Wide)	128	100	75	75
# Work Orders Completed	16,207	11,391	17,000	17,000
# Locates Responded To	7,080	5,283	9,000	9,000
# New Meters Installed (all radio reads)	767	595	500	500
# Hydrants Maintained	540	560	600	600
Radio Read Meters as % of all City Meters	98%	98%	98%	98%

Authorized Positions

Full Time Equivalents	Grade	Funded 2020	Funded 2021	+/-	Funded 2022	Authorized & Unfunded
Utilities - Water/Wastewater - Water Distribution						
Utility Systems Maintenance Supervisor	416	1.00	1.00	-	1.00	-
Utility Crew Leader	415	3.00	3.00	-	3.00	-
Utility Field Specialist	312	3.00	3.00	-	3.00	-
Equipment Operator III	311	1.00	1.00	-	1.00	-
Administrative Specialist III	412	1.00	1.00	-	1.00	-
Field Service Technician	307	6.00	6.00	-	6.00	-
Utility Field Service Technician I	307	3.00	3.00	-	3.00	-
Total Full Time Equivalents		18.00	18.00	-	18.00	-

Account	Description	2018 Actual	2019 Actual	2020 Actual	2021 Budget	2022 Budget
Personnel Services						
451-4530-536.12-00	Regular Salaries & Wages	624,911	647,367	546,789	731,312	839,789
451-4530-536.12-06	Reg Salaries - Opt Out Health Insurance	2,500	3,000	900	2,400	-
451-4530-536.12-10	Regular Salaries & Wages - OPEB	9,063	(38,099)	(53,983)	-	-
451-4530-536.14-00	Overtime	75,118	103,881	108,106	111,050	111,050
451-4530-536.21-00	FICA/Medicare Taxes	51,616	56,122	48,897	64,830	67,116
451-4530-536.22-01	Retirement Contributions	61,478	68,370	64,268	78,262	106,385
451-4530-536.23-00	Medical Insurance	158,512	175,368	161,589	183,591	245,948
451-4530-536.23-02	Medical Insurance - Life & ST Disability	3,683	4,207	3,438	4,492	4,688
451-4530-536.24-00	Worker's Compensation	12,333	22,224	17,807	29,736	30,786
451-4530-536.27-00	Pension GASB 68	54,866	89,802	116,475	-	-
	Subtotal Personnel Services	\$ 1,054,080	\$ 1,132,242	\$ 1,014,286	\$ 1,205,673	\$ 1,405,762
Operating						
451-4530-536.31-00	Professional Services	222	-	7,598	15,000	20,000
451-4530-536.34-00	Other Contractual Services	-	-	-	7,500	55,000
451-4530-536.41-00	Communications Services	6,539	7,699	6,718	13,538	13,538
451-4530-536.42-00	Postage & Transportation	-	-	-	100	100
451-4530-536.43-00	Utility Services	22,404	22,805	19,488	22,900	22,900
451-4530-536.44-00	Rentals & Leases	1,889	1,762	1,127	4,000	4,000
451-4530-536.45-01	Insurance - Operating Liability	193,488	204,223	219,228	193,796	210,106
451-4530-536.45-02	Insurance - Auto Liability	4,845	2,329	2,962	3,942	4,345
451-4530-536.46-00	Repair & Maintenance Services	619,771	112,719	76,390	184,500	497,000
451-4530-536.46-05	Repair & Maintenance Services/Utility Lines	198,222	365,917	284,341	435,000	-
451-4530-536.47-00	Printing & Binding	616	916	1,123	650	650
451-4530-536.49-00	Other Charges/Obligations	440	469	290	1,000	2,000
451-4530-536.51-00	Office Supplies	1,419	2,806	515	2,500	2,500
451-4530-536.52-00	Operating Supplies	10,008	18,666	6,947	12,000	12,000
451-4530-536.52-01	Operating Supplies - Gasoline/Diesel/Lubric	41,175	40,456	30,707	55,000	55,000
451-4530-536.52-05	Operating Supplies - Uniforms	4,370	7,487	5,632	6,500	6,500
451-4530-536.54-01	Books/Pubs/Subsc/Memb - Prof Dues	60	340	-	300	540
451-4530-536.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	3,865	2,280	255	3,500	3,500
451-4530-536.54-03	Books/Pubs/Subsc/Memb - Subscriptions	171	-	-	-	-
	Subtotal Operating	\$ 1,109,504	\$ 788,874	\$ 663,321	\$ 961,726	\$ 909,679
	Total	\$ 2,163,584	\$ 1,921,116	\$ 1,677,607	\$ 2,167,399	\$ 2,315,441

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	2019 Actual	2020 Actual	2021 Budget	2022 Budget
Salaries	\$ 940,426	\$ 851,328	\$ 965,202	\$ 1,070,547
Benefits	513,644	592,371	417,235	502,581
Operating	419,552	451,994	641,938	616,834
Supplies	82,588	49,422	105,600	106,600
Total	\$ 1,956,210	\$ 1,945,115	\$ 2,129,975	\$ 2,296,562

Funding Source				
Total	1,956,210	1,945,115	2,129,975	2,296,562
Total	\$ 1,956,210	\$ 1,945,115	\$ 2,129,975	\$ 2,296,562

Our Accomplishments in 2020-21

- ❖ Replaced 6 fire hydrants.
- ❖ Repaired 16 fire hydrants.
- ❖ Repaired numerous service line leaks at the meter.
- ❖ Repaired 4 main line breaks.
- ❖ Replaced 10 commercial meter 3" or greater.
- ❖ Installed 1,000 plus portable and reclaim meters.
- ❖ Installed 3 new water system valves.

Goals and Objectives for 2021-22

- ❖ Rebuild 50 vacuum pits.
- ❖ Rebuild 5 buffer tanks.
- ❖ Replace 3,000 linear feet of sewer line.
- ❖ Continue to improve sewer and water systems by continued focus on I/I and direct inflow concerns on the collections system.
- ❖ I/I and direct inflow reduction.

UTILITIES - WASTEWATER COLLECTED

Performance Measures

Activity	Actual 2018-2019	Actual 2019-2020	Expected 2020-2021	Proposed 2021-2022
Wastewater Consumption (per million gallons)	6.018	6.4	6.4	6.4
# Customers Served	55,576	56,189	57,239	57,939
# Lift Stations in Service	67	75	77	80
Point Repairs	34	37	45	45
Linear Feet of Gravity Sewer Main	875,000	877,000	900,000	900,000
Linear Feet of Gravity Main Cleaned	291,000	295,000	300,000	300,000
Linear Feet of Force Main	3,000	3,000	3,000	3,000

Authorized Positions

Full Time Equivalents	Grade	Funded 2020	Funded 2021	+/-	Funded 2022	Authorized & Unfunded
Utilities -Water/Wastewater Collection						
Utility Operations Manager	423	1.00	1.00	-	1.00	-
Utility Systems Maintenance Supervisor	416	1.00	1.00	-	1.00	-
Utility Crew Leader	415	2.00	2.00	-	2.00	-
Utility Operations Technician	414	1.00	1.00	-	1.00	-
Utility Operations Specialist	312	1.00	1.00	-	1.00	-
Utility Field Specialist	312	3.00	3.00	-	3.00	-
Equipment Operator IV	312	3.00	3.00	-	3.00	-
Utility Field Service Technician III	312	2.00	2.00	-	2.00	-
Utility Field Service Technician II	309	3.00	3.00	-	3.00	-
Utility Field Service Technician	307	2.00	2.00	-	2.00	-
Equipment Operator I	307	1.00	1.00	-	1.00	-
Utility Service Technician I	307	-	-	-	-	-
Total Full Time Equivalents		20.00	20.00	-	20.00	-

Account	Description	2018 Actual	2019 Actual	2020 Actual	2021 Budget	2022 Budget
Personnel Services						
451-4540-536.12-00	Regular Salaries & Wages	861,807	908,102	814,358	885,652	970,997
451-4540-536.12-02	Regular Salaries & Wages	3,223	3,239	294	-	-
451-4540-536.12-06	Reg Salaries - Opt Out Health Insurance	3,900	2,300	500	-	-
451-4540-536.12-10	Regular Salaries & Wages - OPEB	11,196	(42,332)	(59,981)	-	-
451-4540-536.14-00	Overtime	67,205	69,117	96,157	99,550	99,550
451-4540-536.21-00	FICA/Medicare Taxes	68,503	71,614	69,745	74,085	76,243
451-4540-536.22-01	Retirement Contributions	76,255	85,804	94,100	92,398	114,607
451-4540-536.23-00	Medical Insurance	177,400	209,455	227,035	214,439	274,208
451-4540-536.23-02	Medical Insurance - Life & ST Disability	5,155	5,759	5,489	5,548	5,726
451-4540-536.24-00	Worker's Compensation	15,842	28,348	25,462	30,765	31,797
451-4540-536.27-00	Pension GASB 68	68,054	112,664	170,540	-	-
	Subtotal Personnel Services	\$ 1,358,540	\$ 1,454,070	\$ 1,443,699	\$ 1,382,437	\$ 1,573,128
Operating						
451-4540-536.31-00	Professional Services	4,406	-	14,164	60,000	60,000
451-4540-536.34-00	Other Contractual Services	-	1,219	2,400	3,600	4,600
451-4540-536.40-00	Travel & Per Diem	-	-	60	-	-
451-4540-536.41-00	Communications Services	11,919	9,799	8,593	10,699	10,699
451-4540-536.42-00	Postage & Transportation	-	-	133	100	150
451-4540-536.43-00	Utility Services	2,193	1,486	1,630	2,500	2,500
451-4540-536.44-00	Rentals & Leases	-	-	91	400	400
451-4540-536.45-01	Insurance - Operating Liability	164,966	171,578	183,309	161,961	172,164
451-4540-536.45-02	Insurance - Auto Liability	6,527	4,310	4,304	5,728	13,621
451-4540-536.46-00	Repair & Maintenance Services	94,664	108,853	146,467	165,000	350,000
451-4540-536.46-05	Repair & Maintenance Services/Utility Lines	198,981	120,607	89,557	230,000	-
451-4540-536.47-00	Printing & Binding	616	858	1,123	450	950
451-4540-536.49-00	Other Charges/Obligations	320	842	163	1,500	1,750
451-4540-536.51-00	Office Supplies	566	747	595	1,000	1,000
451-4540-536.52-00	Operating Supplies	20,738	32,698	14,154	26,000	26,000
451-4540-536.52-01	Operating Supplies - Gasoline/Diesel/Lubric	42,962	42,856	29,022	68,000	68,000
451-4540-536.52-05	Operating Supplies - Uniforms	7,564	4,900	3,971	6,500	7,500
451-4540-536.54-01	Books/Pubs/Subsc/Memb - Prof Dues	-	350	-	300	300
451-4540-536.54-02	Books/Pubs/Subsc/Memb -Cont/Seminar	-	657	1,680	3,800	3,800
451-4540-536.54-03	Books/Pubs/Subsc/Memb - Subscriptions	155	180	-	-	-
	Subtotal Operating	\$ 556,577	\$ 502,140	\$ 501,416	\$ 747,538	\$ 723,434
		Total \$ 1,915,117	\$ 1,956,210	\$ 1,945,115	\$ 2,129,975	\$ 2,296,562

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	2018 Actual	2019 Actual	2020 Actual	2021 Budget	2022 Budget
451-7979-518.23-03	Medical/Life Insurance	89,548	97,550	108,892	105,780	106,000
	Subtotal Personnel Services	\$ 89,548	\$ 97,550	\$ 108,892	\$ 105,780	\$ 106,000
Capital						
451-7979-536.59-99	Non Classified Expense	5,132,598	5,252,313	5,327,613	-	-
	Subtotal Operating	\$ 5,132,598	\$ 5,252,313	\$ 5,327,613	\$ -	\$ -
Debt service						
451-7979-536.69-99	Fixed Assets Capitalized	(19,809)	-	-	-	-
	Subtotal Capital	\$ (19,809)	\$ -	\$ -	\$ -	\$ -
Debt service						
451-7979-536.71-14	SRL CS120-586190	-	-	-	-	58,853
451-7979-536.71-15	Debt Service - Principal	-	-	-	276,964	286,291
451-7979-536.71-16	Debt Service - Principal	-	-	-	400,679	213,056
451-7979-536.71-18	Debt Service - Principal	-	-	-	1,044,758	1,096,472
451-7979-536.71-19	Debt Service - Principal	-	-	-	129,352	136,344
451-7979-536.71-20	Debt Service - Principal	-	-	-	22,605	23,855
451-7979-536.71-21	Debt Service - Principal	-	-	-	2,185,000	1,005,000
451-7979-536.71-22	Debt Service - Principal	-	-	-	10,149	10,620
451-7979-536.71-24	Debt Service - Principal	-	-	-	542,784	548,206
451-7979-536.71-25	Debt Service - Principal	-	-	-	41,656	42,865
451-7979-536.71-26	Debt Service - Principal	-	-	-	859,111	876,284
451-7979-536.71-27	Debt Service - Principal	-	-	-	530,329	19,059
451-7979-536.71-28	Debt Service - Principal	-	-	-	59,476	520,830
451-7979-536.72-14	SRL CS120-586190	-	-	-	-	4,419
451-7979-536.72-15	Debt Service - Interest	43,765	35,189	26,325	21,421	2,451
451-7979-536.72-16	Debt Service - Interest	69,386	56,339	42,825	32,997	3,781
451-7979-536.72-18	Debt Service - Interest	240,300	216,469	192,054	170,243	118,528
451-7979-536.72-19	Debt Service - Interest	48,958	45,745	42,446	40,064	33,071
451-7979-536.72-20	Debt Service - Interest	8,769	8,196	7,607	7,182	5,931
451-7979-536.72-21	Debt Service - Interest	416,745	344,534	249,052	300,086	94,541
451-7979-536.72-22	Debt Service - Interest	3,259	3,040	2,816	2,655	2,184
451-7979-536.72-24	Debt Service - Interest	5,242	196,949	200,630	324,609	175,826
451-7979-536.72-25	Debt Service - Interest	27,506	26,394	25,250	24,601	23,391
451-7979-536.72-26	Debt Service - Interest	6,108	316,768	324,567	337,932	320,758
451-7979-536.72-27	Debt Service - Interest	-	-	-	36,834	8,961
451-7979-536.72-28	Debt Service - Interest	-	5,211	(1,606)	3,797	46,332
	Subtotal Debt service	\$ 870,038	\$ 1,254,834	\$ 1,111,966	\$ 7,405,264	\$ 5,677,909
Transfers						
451-7979-581.91-01	Transfer to Cap Rep Fund	9,584,900	4,110,400	4,082,900	3,510,900	4,430,290
451-7979-590.99-90	Addition to Reserves	-	-	-	601,893	-
	Subtotal Transfers	\$ 9,584,900	\$ 4,110,400	\$ 4,082,900	\$ 4,112,793	\$ 4,430,290
Total		\$ 15,657,275	\$ 10,715,097	\$ 10,631,371	\$ 11,623,837	\$ 10,214,199

Water/Wastewater Capital Replacement Fund

Revenue and Expenditures

Account	Description	2018 Actual	2019 Actual	2020 Actual	2021 Budget	2022 Budget
Revenue						
452-0000-334.32-30	Intergovernmental	202,320	490,290	135,403	-	-
452-0000-361.10-00	Interest	162,126	380,787	310,205	384,207	100,000
452-0000-361.30-00	Interest	(31,054)	188,905	139,295	-	-
452-0000-361.40-00	Interest	(14,314)	9,622	60,766	-	-
452-0000-381.45-20	Transfers	9,584,900	4,110,400	4,082,900	4,112,793	4,430,290
452-0000-389.98-00	Use of Reserves	-	-	-	12,520,000	11,389,885
Total		\$ 9,903,978	\$ 5,180,004	\$ 4,728,569	\$ 17,017,000	\$ 15,920,175

Account	Description	2018 Actual	2019 Actual	2020 Actual	2021 Budget	2022 Budget
Capital						
452-4510-536.64-00	Machinery & Equipment	25,960	54,030	29,806	70,000	71,200
Subtotal Capital		\$ 25,960	\$ 54,030	\$ 29,806	\$ 70,000	\$ 71,200
Total		\$ 25,960	\$ 54,030	\$ 29,806	\$ 70,000	\$ 71,200

Water/Wastewater Capital Replacement Fund

Revenue and Expenditures

Account	Description	2018 Actual	2019 Actual	2020 Actual	2021 Budget	2022 Budget
Operating						
452-4520-536.31-00	Professional Services	447,950	134,539	30,080	135,000	235,000
452-4520-536.46-00	Repair & Maintenance Services	82,273	53,578	34,356	62,000	45,000
	Subtotal Operating	\$ 530,223	\$ 188,117	\$ 64,436	\$ 197,000	\$ 280,000
Capital						
452-4520-536.63-91	Improve Other Than Bldg	224,727	13,852	24,902	180,000	301,500
452-4520-536.64-00	Machinery & Equipment	113,253	38,919	33,028	110,000	112,400
	Subtotal Capital	\$ 337,980	\$ 52,771	\$ 57,930	\$ 290,000	\$ 413,900
Total		\$ 868,203	\$ 240,888	\$ 122,366	\$ 487,000	\$ 693,900

Account	Description	2018 Actual	2019 Actual	2020 Actual	2021 Budget	2022 Budget
Operating						
452-4530-536.31-00	Professional Services	-	2,561	37,497	-	-
452-4530-536.46-00	Repair & Maintenance Services	448,277	503,964	465,979	800,000	515,000
452-4530-536.52-00	Operating Supplies	64,703	-	-	-	-
	Subtotal Operating	\$ 512,980	\$ 506,525	\$ 503,476	\$ 800,000	\$ 515,000
Capital						
452-4530-536.62-00	Buildings	-	-	-	-	150,000
452-4530-536.63-00	Improve Other Than Bldg	320,351	57,697	912,097	2,840,000	1,200,000
452-4530-536.64-00	Machinery & Equipment	35,782	125,515	53,005	150,000	153,000
	Subtotal Capital	\$ 356,133	\$ 183,212	\$ 965,102	\$ 2,990,000	\$ 1,503,000
Total		\$ 869,113	\$ 689,737	\$ 1,468,578	\$ 3,790,000	\$ 2,018,000

Water/Wastewater Capital Replacement Fund

Revenue and Expenditures

Account	Description	2018 Actual	2019 Actual	2020 Actual	2021 Budget	2022 Budget
Operating						
452-4540-536.31-00	Professional Services	-	-	14,871	-	-
452-4540-536.46-00	Repair & Maintenance Services	29,562	15,074	-	-	-
452-4540-536.52-00	Operating Supplies	3,968	-	-	-	-
	Subtotal Operating	\$ 33,530	\$ 15,074	\$ 14,871	\$ -	\$ -
Capital						
452-4540-536.62-00	Buildings	-	-	-	-	150,000
452-4540-536.63-00	Improve Other Than Bldg	172,786	1,451,258	-	2,200,000	1,300,000
452-4540-536.64-00	Machinery & Equipment	54,665	349,951	-	175,000	728,000
	Subtotal Capital	\$ 227,451	\$ 1,801,209	\$ -	\$ 2,375,000	\$ 2,178,000
Total		\$ 280,981	\$ 1,816,283	\$ 14,871	\$ 2,375,000	\$ 2,178,000

Account	Description	2018 Actual	2019 Actual	2020 Actual	2021 Budget	2022 Budget
452-4525-536.46-00	Repair & Maintenance Services	376,735	126,850	-	-	103,000
	Subtotal Operating	\$ 376,735	\$ 126,850	\$ -	\$ -	\$ 103,000
Capital						
452-4525-536.63-00	Improve Other Than Bldg	19,318	12,741	94,174	1,895,000	721,500
	Subtotal Capital	\$ 19,318	\$ 12,741	\$ 94,174	\$ 1,895,000	\$ 721,500
Total		\$ 396,053	\$ 139,591	\$ 94,174	\$ 1,895,000	\$ 824,500

Account	Description	2018 Actual	2019 Actual	2020 Actual	2021 Budget	2022 Budget
Operating						
452-4527-536.31-00	Professional Services	-	-	500	-	300,000
452-4527-536.46-00	Repair & Maintenance Services	75,229	123,987	-	-	-
	Subtotal Operating	\$ 75,229	\$ 123,987	\$ 500	\$ -	\$ 300,000
Capital						
452-4527-536.63-00	IMPROVE OTHER THAN BLDG	17,950	-	-	-	-
452-4527-536.63-91	Improve Other Than Bldg	4,962,134	3,223,508	2,288,584	5,445,000	7,176,985
452-4527-536.64-00	Machinery & Equipment	64,905	138,350	63,252	160,000	176,090
	Subtotal Capital	\$ 5,044,989	\$ 3,361,858	\$ 2,351,836	\$ 5,605,000	\$ 7,353,075
Total		\$ 5,120,218	\$ 3,485,845	\$ 2,352,336	\$ 5,605,000	\$ 7,653,075

Water/Wastewater Capital Replacement Fund

Revenue and Expenditures

Account	Description	2018 Actual	2019 Actual	2020 Actual	2021 Budget	2022 Budget
Operating						
452-4528-536.31-00	Professional Services	-	-	37,377	-	250,000
452-4528-536.46-00	Repair & Maintenance Services	81,813	105,591	6,330	-	-
	Subtotal Operating	\$ 81,813	\$ 105,591	\$ 43,707	\$ -	\$ 250,000
Capital						
452-4528-536.61-00	Land	342,591	-	-	-	-
452-4528-536.63-91	Improve Other Than Bldg	-	-	-	1,985,000	290,000
452-4528-536.64-00	Machinery & Equipment	5,076	110,854	76,572	290,000	691,500
	Subtotal Capital	\$ 347,667	\$ 110,854	\$ 76,572	\$ 2,275,000	\$ 981,500
Total		\$ 429,480	\$ 216,445	\$ 120,279	\$ 2,275,000	\$ 1,231,500

Account	Description	2018 Actual	2019 Actual	2020 Actual	2021 Budget	2022 Budget
Operating						
452-4529-536.31-00	Professional Services	-	-	59,566	-	-
452-4529-536.46-00	Repair & Maintenance Services	-	-	97,567	-	-
452-4529-536.52-00	Operating Supplies	-	-	6,646	-	-
	Subtotal Operating	\$ -	\$ -	\$ 163,779	\$ -	\$ -
Capital						
452-4529-536.63-00	Improve Other Than Bldg	5,565	36,395	24,908	350,000	1,250,000
452-4529-536.64-00	Machinery & Equipment	119,622	63,294	-	170,000	-
	Subtotal Capital	\$ 125,187	\$ 99,689	\$ 24,908	\$ 520,000	\$ 1,250,000
Total		\$ 125,187	\$ 99,689	\$ 188,687	\$ 520,000	\$ 1,250,000

Account	Description	2018 Actual	2019 Actual	2020 Actual	2021 Budget	2022 Budget
Transfers						
452-7979-591.99-90	Other Uses	(6,484,684)	(5,676,363)	(5,160,614)	-	-
	Subtotal Transfers	\$ (6,484,684)	\$ (5,676,363)	\$ (5,160,614)	\$ -	\$ -
Total		\$ (6,484,684)	\$ (5,676,363)	\$ (5,160,614)	\$ -	\$ -

Water Impact Fees Fund

Revenue and Expenditures

Account	Description	2018 Actual	2019 Actual	2020 Actual	2021 Budget	2022 Budget
Revenue						
460-0000-324.21-61	Residential	553,652	566,891	663,478	406,900	600,000
460-0000-324.22-61	Commercial	463,283	187,582	149,041	179,500	250,000
460-0000-361.10-00	Interest	37,870	71,185	62,124	103,605	22,400
460-0000-361.30-00	Interest - Unrealized	(7,834)	35,924	26,452	-	-
460-0000-361.40-00	Interest - Realized	(3,458)	1,776	12,059	-	-
460-0000-389.98-00	Use of Reserves	-	-	-	754,995	591,303
	Subtotal Revenue	\$ 1,043,513	\$ 863,358	\$ 913,154	\$ 1,445,000	\$ 1,463,703
Expenditure						
460-4520-536.31-00	Professional Services	-	-	48,355	300,000	413,703
460-4520-536.63-00	Improve Other Than Bldg	-	-	-	525,000	250,000
460-4530-536.63-00	Improve Other Than Bldg	3,231	3,773	-	120,000	-
460-7979-536.59-99	Depreciation Expensio	2,742	2,738	2,588	-	-
460-7979-581.91-45	W/S Utility Fund	100,000	100,000	500,000	500,000	800,000
	Subtotal Expenditure	\$ 105,973	\$ 106,511	\$ 550,943	\$ 1,445,000	\$ 1,463,703
	Total	\$ 937,540	\$ 756,847	\$ 362,211	\$ -	\$ -

Wastewater Impact Fees Fund

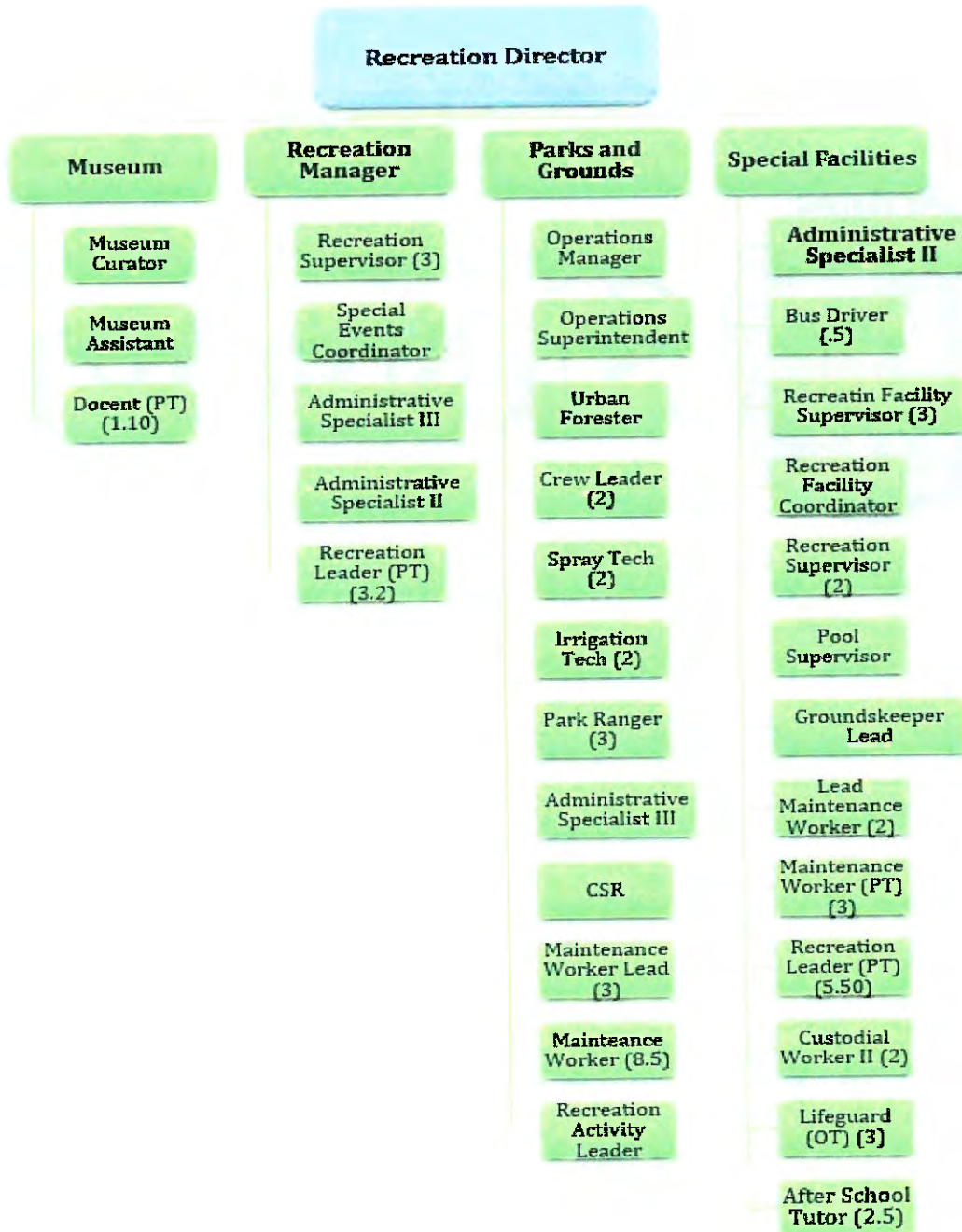
Revenue and Expenditures

Account	Description	2018 Actual	2019 Actual	2020 Actual	2021 Budget	2022 Budget
Revenue						
470-0000-324.21-62	Residential	1,190,924	1,260,964	1,440,467	857,304	1,400,000
470-0000-324.22-62	Commercial	1,008,837	385,440	333,044	404,292	600,000
470-0000-381.10-00	Interest	74,627	131,024	112,872	187,100	42,700
470-0000-361.30-00	Interest - Unrealized	(17,355)	66,745	47,342	-	-
470-0000-361.40-00	Interest - Realized	(7,499)	3,199	21,897	-	-
470-0000-389.98-00	Use of Reserves	-	-	-	2,651,304	-
	Subtotal Revenue	\$ 2,249,534	\$ 1,847,372	\$ 1,955,622	\$ 4,100,000	\$ 2,042,700
Expenditure						
470-4525-536.63-00	Improve Other Than Bldg	-	-	-	200,000	250,000
470-4528-536.63-00	Improve Other Than Bldg	-	-	-	2,050,000	-
470-4529-536.63-00	Improve Other Than Bldg	-	-	-	750,000	-
470-4540-536.31-00	Other Charges/Obligations	6,349	38,110	(38,110)	-	-
470-4540-536.49-00	Other Charges/Obligations	6,349	6,939	8,765	-	-
470-4540-536.63-00	Improve Other Than Bldg	-	-	-	800,000	820,000
470-7979-536.59-99	Depreciation Expense	10,257	10,243	9,684	-	-
470-7979-581.91-45	W/S Utility Fund	700,000	700,000	1,000,000	300,000	300,000
470-7979-590.99-90	Additions to Reserve	-	-	-	-	(3,788,448)
	Subtotal Expenditure	\$ 722,955	\$ 755,292	\$ 980,339	\$ 4,100,000	\$ (2,418,448)
	Total	\$ 1,526,579	\$ 1,092,080	\$ 975,283	\$ -	\$ 4,461,148



CITY OF
SANFORD
FLORIDA

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	2019 Actual	2020 Actual	2021 Budget	2022 Budget
Salaries	\$ 2,453,362	\$ 2,400,200	\$ 2,741,527	\$ 3,124,836
Benefits	1,006,606	997,307	1,358,968	1,717,865
Operating	1,578,562	1,361,553	1,582,749	1,644,016
Supplies	312,950	302,257	387,488	397,408
Total	\$ 5,351,480	\$ 5,061,317	\$ 6,070,732	\$ 6,884,125

Funding Source				
Total	5,351,480	5,061,317	6,070,732	6,884,125
Total	\$ 5,351,480	\$ 5,061,317	\$ 6,070,732	\$ 6,884,125

Recreation Department as a percentage of General Fund

12.7%



Recreation Division

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

Summary

Expenditures	2019 Actual	2020 Actual	2021 Budget	2022 Budget
Salaries	\$ 587,187	\$ 543,750	\$ 587,749	\$ 693,337
Benefits	239,462	236,053	265,837	365,877
Operating	240,414	139,353	234,478	243,579
Supplies	58,744	48,884	61,755	70,850
Total	\$ 1,125,807	\$ 968,040	\$ 1,149,819	\$ 1,373,643

Funding Source				
Total	1,125,807	968,040	1,149,819	1,373,643
Total	\$ 1,125,807	\$ 968,040	\$ 1,149,819	\$ 1,373,643

Our Accomplishments in 2020-21

- ❖ The Recreation Department hosted the Vietnam Traveling Memorial Wall at Ft. Mellon Park in collaboration with Seminole County. Judged by organizers to be one of the largest (10,000 +) and best-organized Wall display throughout the past year, the City received acclaim for the setup and display. The event was continuously staffed by City employees and volunteers beginning at setup on November 7th continuing through breakdown on November 12th. The annual Veterans Day event was produced in association with the Wall.
- ❖ Spring signaled baseball and the Baseball Opening Day Celebration at Historic Sanford Memorial Stadium and the Tim Raines Sports Park. The opening ceremony and free family festival following the ceremony was a big success with activities, games and volunteers provided by Action Church.
- ❖ Went live with on-line registration in multiple programs/facilities with success. All programs will have on-line capability by the fiscal year end.

Goals and Objectives for 2021-22

- ❖ Continue to deliver a diverse range of recreation programs including broadening summer camp options with full day options and specialty half day options; growing sponsorship support of and participation in afterschool care.
- ❖ Continue the development of co-ed youth mentoring and Young Men of Excellence programs.
- ❖ Promote the usage of new and existing bicycle and pedestrian pathways in the city for personal and special event usage including marathons and longer competitive races.
- ❖ Add additional youth and adult programming with a special effort to include more teen inspired programming.

RECREATION - RECREATION DIVISION				
Performance Measures				
Activity	Actual 2018-2019	Actual 2019-2020	Expected 2020-2021	Proposed 2021-2022
Economic Impact from Guests Attending Events	17,040,972	8,487,896	16,903,101	16,903,101
Total Volunteer Hours	21,366	10,065	20,490	20,490

Authorized Positions

Full Time Equivalents	Grade	Funded 2020	Funded 2021	+/-	Funded 2022	Authorized & Unfunded
Recreation						
Recreation Director	431	1.00	1.00	-	1.00	-
Recreation Manager	423	1.00	1.00	-	1.00	-
Recreation Supervisor	412	4.00	3.00	-	3.00	-
Special Events Coordinator	417	-	1.00	-	1.00	-
Special Event Supervisor	412	-	-	-	-	1.00
Administrative Specialist III	412	1.00	1.00	-	1.00	-
Administrative Specialist I	406	0.50	0.50	(0.50)	-	-
Administrative Specialist II	409	1.00	1.00	-	1.00	-
Maintenance Worker	304	-	-	-	-	1.00
Recreation Leader (Part-Time)	401	2.45	2.45	0.75	3.20	-
Total Full Time Equivalents		10.95	10.95	0.25	11.20	2.00

Recreation

Account	Description	2018 Actual	2019 Actual	2020 Actual	2021 Budget	2022 Budget
Personnel Services						
001-5501-572.12-00	Regular Salaries & Wages	478,132	494,910	453,377	481,085	573,884
001-5501-572.12-02	Regular Salaries - Additional Pays	11,000	11,742	11,594	13,964	13,964
001-5501-572.12-06	Reg Salaries - Opt Out Health Insurance	200	3,300	1,200	-	-
001-5501-572.13-00	Part Time Wages	39,384	53,663	58,067	72,700	85,489
001-5501-572.14-00	Overtime	18,290	23,572	19,512	20,000	20,000
001-5501-572.21-00	FICA/Medicare Taxes	40,138	42,162	38,929	45,146	48,253
001-5501-572.22-01	Retirement Contributions - FRS	48,472	64,351	66,863	71,288	92,380
001-5501-572.23-00	Medical Insurance	89,671	116,419	114,458	129,460	203,514
001-5501-572.23-02	Medical Insurance - Life & ST Disability	3,023	3,231	3,190	3,886	4,272
001-5501-572.24-00	Worker's Compensation	7,577	13,299	12,201	16,057	17,458
001-5501-572.25-00	Unemployment	-	-	412	-	-
	Subtotal Personnel Services	\$ 735,887	\$ 826,649	\$ 779,803	\$ 853,586	\$ 1,059,214
Operating						
001-5501-572.34-00	Other Contractual Services	30,112	33,865	26,150	37,500	46,000
001-5501-572.40-00	Travel & Per Diem	2,539	869	46	900	3,478
001-5501-572.41-00	Communications Services	4,290	4,572	5,005	4,729	5,229
001-5501-572.42-00	Postage & Transportation	294	289	180	500	300
001-5501-572.43-00	Utility Services	-	-	71	-	-
001-5501-572.44-00	Rentals & Leases	8,385	8,863	1,431	9,431	3,931
001-5501-572.45-01	Insurance - Operating Liability	48,383	43,108	46,135	44,971	49,447
001-5501-572.45-02	Insurance - Auto Liability	1,749	552	702	1,547	1,374
001-5501-572.46-00	Repair & Maintenance Services	3,335	31,839	7,946	9,050	8,291
001-5501-572.47-00	Printing & Binding	3,448	3,444	2,690	4,700	2,700
001-5501-572.48-00	Promotional Activities	96,319	106,590	41,072	111,800	112,800
001-5501-572.49-00	Other Charges/Obligations	5,789	6,423	7,925	9,350	10,029
001-5501-572.51-00	Office Supplies	1,855	2,091	975	2,200	2,200
001-5501-572.52-00	Operating Supplies	45,175	52,930	45,744	54,000	62,300
001-5501-572.52-05	Operating Supplies - Uniforms	890	1,529	770	1,600	2,100
001-5501-572.54-01	Books/Pubs/Subsc/Memb - Prof Dues	698	675	1,221	1,950	2,225
001-5501-572.54-02	Books/Pubs/Subsc/Memb -Cont/Seminar	1,450	1,519	174	2,005	2,025
	Subtotal Operating	\$ 254,711	\$ 299,158	\$ 188,237	\$ 296,233	\$ 314,429
	Total	\$ 990,598	\$ 1,125,807	\$ 968,040	\$ 1,149,819	\$ 1,373,643

Special Facilities

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

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

Summary

Expenditures	2019 Actual	2020 Actual	2021 Budget	2022 Budget
Salaries	\$ 746,469	\$ 742,173	\$ 986,409	\$ 1,153,731
Benefits	265,146	280,312	537,639	693,296
Operating	436,486	333,591	381,569	382,112
Supplies	111,827	121,699	153,075	153,900
Total	\$ 1,559,928	\$ 1,477,775	\$ 2,058,692	\$ 2,383,039

Funding Source				
Total	1,559,928	1,477,775	2,058,692	2,383,039
Total	\$ 1,559,928	\$ 1,477,775	\$ 2,058,692	\$ 2,383,039

Our Accomplishments in 2019-20

- ❖ Stadium hosted 12 D1 baseball games featuring, Purdue, Pitt, Hofstra, Eastern Michigan, Lehigh and Central Connecticut State. Eight more Division 1 games than last year.
- ❖ For the 3rd year the Stadium hosted multiple FCSL teams.
- ❖ Stadium and Chase Park both received audio system upgrades.
- ❖ Chase Park operations building painted and concession stand upgraded.

- ❖ Westside Community Center received exterior painting and landscape update.
- ❖ Westside began a lifestyle-mentoring program in conjunction with Orlando City Soccer.
- ❖ Westside renamed in honor of former Commissioner Velma Williams.
- ❖ Civic Center exterior was painted and landscaping upgraded.
- ❖ Civic Center restrooms and interior hallway were retiled and received new bathroom fixtures.
- ❖ Aquatic Center had a new sunshade installed to improve comfort and safety for both guests and staff.
- ❖ Aquatic Center had offices and interior of building painted and locker rooms updated.

Goals and Objectives for 2021-22

- ❖ Begin new youth programs with contractors to limit department expenses.
- ❖ Explore ways to offer additional programming to at-risk youth in the community.
- ❖ Provide efficient services to residents regardless of income, background and ability.
- ❖ Leverage partnerships to provide volunteers and financial support for programs and events.

RECREATION - SPECIAL FACILITIES

Performance Measures

Activity	Actual 2018-2019	Actual 2019-2020	Expected 2020-2021	Proposed 2021-2022
Economic Impact from Guests Attending Events	16,977,101	10,382,325	17,461,383	17,461,383
Total Volunteer Hours	2,594	2,715	3,400	3,400

Authorized Positions

Full Time Equivalents	Grade	Funded 2020	Funded 2021	+/-	Funded 2022	Authorized & Unfunded
Recreation - Special Facilities						
Civic Center Supervisor	415	1.00	1.00	(1.00)	-	-
Recreation Facility Supervisor	417			3.00	3.00	-
Bus Drive	408			0.50	0.50	-
Recreation Facility Coordinator	412			1.00	1.00	-
Administrative Specialist II	409	-	-	1.00	1.00	-
Stadium Supervisor	414	1.00	1.00	(1.00)	-	-
Recreation Supervisor	412	3.00	3.00	(1.00)	2.00	1.00
Pool Supervisor	415	1.00	1.00	-	1.00	-
Groundskeeper, Lead	312	1.00	1.00	-	1.00	-
Lead Maintenance Worker	307	3.00	3.00	(1.00)	2.00	-
Custodial Worker II	305	2.00	2.00	-	2.00	-
Maintenance Worker (Part-Time)	304	2.00	3.00	-	3.00	-
Lifeguard (Part-Time)	401	3.00	3.00	-	3.00	1.00
After School Tutor	417	-	2.50	-	2.50	-
Recreation Leader (Part-Time)	401	3.75	6.25	(0.75)	5.50	0.25
Total Full Time Equivalents		20.75	26.75	0.75	27.5	2.25

Recreation Special Facilities

Account	Description	2018 Actual	2019 Actual	2020 Actual	2021 Budget	2022 Budget
Personnel Services						
001-5502-575.12-00	Regular Salaries & Wages	481,172	507,882	513,555	716,389	924,348
001-5502-575.12-02	Regular Salaries - Additional Pays	8,400	8,444	8,988	11,964	11,964
001-5502-575.12-06	Reg Salaries - Opt Out Health Insurance	8,500	9,600	9,400	3,600	2,400
001-5502-575.13-00	Part Time Wages	145,955	172,070	171,983	192,456	175,019
001-5502-575.14-00	Overtime	59,269	48,473	38,247	62,000	40,000
001-5502-575.21-00	FICA/Medicare Taxes	52,609	55,862	55,304	75,793	81,112
001-5502-575.22-01	Retirement Contributions - FRS	57,461	69,529	77,536	101,294	133,536
001-5502-575.23-00	Medical Insurance	98,209	106,553	113,893	314,196	429,055
001-5502-575.23-02	Medical Insurance - Life & ST Disability	3,438	3,741	3,785	6,809	7,146
001-5502-575.24-00	Worker's Compensation	15,672	29,461	28,912	39,547	42,447
001-5502-575.25-00	Unemployment Compensation	-	-	882	-	-
	Subtotal Personnel Services	\$ 930,685	\$ 1,011,615	\$ 1,022,485	\$ 1,524,048	\$ 1,847,027
Operating						
001-5502-575.34-00	Other Contractual Services	23,898	17,889	20,096	20,726	21,320
001-5502-575.40-00	Travel & Per Diem	(23)	30	-	200	200
001-5502-575.41-00	Communications Services	8,552	9,715	8,778	10,200	8,450
001-5502-575.42-00	Postage & Transportation	124	243	-	-	-
001-5502-575.43-00	Utility Services	169,122	162,403	147,773	165,300	165,390
001-5502-575.44-00	Rentals & Leases	11,287	12,735	2,254	10,938	10,678
001-5502-575.45-01	Insurance - Operating Liability	15,900	15,029	15,742	11,332	12,544
001-5502-575.45-02	Insurance - Auto Liability	138	130	166	220	602
001-5502-575.46-00	Repair & Maintenance Services	225,499	207,366	126,722	149,008	149,346
001-5502-575.47-00	Printing & Binding	573	806	596	876	876
001-5502-575.48-00	Promotional Activities	10,489	8,828	10,382	11,000	11,000
001-5502-575.49-00	Other Charges/Obligations	284	1,312	1,082	1,769	1,706
001-5502-575.51-00	Office Supplies	2,662	2,471	1,676	2,500	2,500
001-5502-575.52-00	Operating Supplies	99,388	92,293	112,055	131,250	131,250
001-5502-575.52-01	Operating Supplies - Gasoline/Diesel/Lubric	13,346	12,994	6,815	13,500	13,500
001-5502-575.52-05	Operating Supplies - Uniforms	3,434	4,069	1,153	5,825	6,650
	Subtotal Operating	\$ 584,673	\$ 548,313	\$ 455,290	\$ 534,644	\$ 536,012
	Total	\$ 1,515,358	\$ 1,559,928	\$ 1,477,775	\$ 2,058,692	\$ 2,383,039

Parks and Grounds

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

- Landscape maintenance of all properties, including lake treatment in parks.
- Maintenance and renovation of play equipment, amenities and facilities.
- Oversee contractual maintenance at 25 sites, the cemetery, and schedule annual replacement at various City planting locations and lake treatments at various locations.
- Maintain and staff Fort Mellon Park amenities as required (Splash pad attendants, Park Rangers, Landscape Maintenance, restroom cleaning/monitoring, rental services)
- Monthly pest control at 18 city facilities. Fertilization, weed control and insect control for landscape areas.
- Clean-up response to emergency weather conditions.
- Set-up/break-down and manpower for over 75 special events per year.
- Cemetery management to include lot sales, lot marking, open/closings, deed management.
- Rental of park facilities (scheduling, cash receipts).
- Special projects (historic trees, street rights-of-way beautification).

Summary

Expenditures	2019 Actual	2020 Actual	2021 Budget	2022 Budget
Salaries	\$ 1,007,749	\$ 983,818	\$ 1,066,889	\$ 1,152,953
Benefits	456,592	438,674	492,536	581,480
Operating	879,773	865,336	941,082	993,908
Supplies	140,043	128,453	167,965	167,965
Total	\$ 2,484,157	\$ 2,416,281	\$ 2,668,472	\$ 2,896,306

Funding Source				
Total	2,484,157	2,416,281	2,668,472	2,896,306
Total	\$ 2,484,157	\$ 2,416,281	\$ 2,668,472	\$ 2,896,306

Our Accomplishments in 2019-20

- ❖ Remodeled Lee P. Moore Park with new playground, rehab restroom, replaced shelter roofs, replaced fencing, converted 2 tennis courts to 6 pickleball courts, replaced over 1000 linear feet of sidewalk.
- ❖ Started on multi-purpose fields at Mellonville Community Center Site.
- ❖ Prepped and maintained Ft. Mellon green space and landscaping for the Vietnam Traveling Memorial Wall.

Goals and Objectives for 2021-22

- ❖ Repave parking at Lee P Moore Park.
- ❖ Rehab McKibbin Park, restroom, basketball courts, football court, pavilion, playground surfacing.
- ❖ West SR 46 traffic median rehab.
- ❖ Rehab restrooms at Park on Park, Pinehust Park, Groveview Park.
- ❖ Oversee Playground Installation at the Jeff Triplett Community Center.
- ❖ Replace turf at the Ft. Mellon Parade field.

RECREATION - PARKS AND GROUNDS

Performance Measures

Activity	Actual 2018-2019	Actual 2019-2020	Expected 2020-2021	Proposed 2021-2022
Acres Maintained	275	275	264	264
Acres Contracted	138	138	153	161
Acres In-House	137	137	111	103
Special Events	75	78	75	75

Authorized Positions

Full Time Equivalents	Grade	Funded 2020	Funded 2021	+/-	Funded 2022	Authorized & Unfunded
Recreation-Parks and Grounds Operations						
Operations Manager	422	1.00	1.00	-	1.00	-
Project Manager **	423	-	-	-	-	-
Operations Superintendent	419	1.00	1.00	-	1.00	-
Urban Forester	416	1.00	1.00	-	1.00	-
Crew Leader	414	2.00	2.00	-	2.00	1.00
Spray Technician	312	2.00	2.00	-	2.00	-
Irrigation Technician	311	2.00	2.00	-	2.00	-
Park Ranger	309	3.00	3.00	-	3.00	-
Administrative Specialist III	412	1.00	1.00	-	1.00	-
Equipment Operator II	309	-	-	-	-	1.00
Customer Service Representative	408	1.00	1.00	-	1.00	-
Maintenance Worker, Lead	307	3.00	3.00	-	3.00	1.00
Maintenance Worker	304	8.50	8.50	-	8.50	1.00
Recreation Activity Leader (part-time)	401	1.00	1.00	-	1.00	-
Total Full Time Equivalents		26.50	26.50	-	26.50	4.00

**Split between funds or departments/divisions

Parks and Grounds

Account	Description	2018 Actual	2019 Actual	2020 Actual	2021 Budget	2022 Budget
Personnel Services						
001-5508-572.12-00	Regular Salaries & Wages	876,785	908,984	902,947	936,411	1,042,147
001-5508-572.12-02	Regular Salaries - Additional Pays	12,000	12,517	13,891	23,461	23,461
001-5508-572.12-06	Reg Salaries - Opt Out Health Insurance	3,600	4,888	7,513	3,519	5,865
001-5508-572.13-10	Other Salaries & Wages - Part Time	17,413	17,019	11,918	44,848	32,605
001-5508-572.14-00	Overtime	56,160	64,341	47,549	58,650	48,875
001-5508-572.21-00	FICA/Medicare Taxes	70,861	74,072	72,557	81,917	81,994
001-5508-572.22-01	Retirement Contributions - FRS	79,597	85,025	90,338	96,868	128,085
001-5508-572.23-00	Medical Insurance	224,643	249,434	229,665	253,623	310,782
001-5508-572.23-02	Medical Insurance - Life & ST Disability	5,190	5,968	5,888	6,606	6,625
001-5508-572.24-00	Worker's Compensation	21,308	41,011	40,226	53,522	53,994
001-5508-572.25-00	Unemployment Compensation	-	1,082	-	-	-
	Subtotal Personnel Services	\$ 1,367,557	\$ 1,464,341	\$ 1,422,492	\$ 1,559,425	\$ 1,734,433
Operating						
001-5508-572.31-00	Professional Services	18,546	18,797	4,526	9,500	6,500
001-5508-572.34-00	Other Contractual Services	4,008	1,556	916	1,200	1,200
001-5508-572.40-00	Travel & Per Diem	387	114	17	455	455
001-5508-572.41-00	Communications Services	14,569	14,460	16,522	10,216	10,216
001-5508-572.42-00	Postage & Transportation	333	391	81	550	550
001-5508-572.43-00	Utility Services	237,878	250,298	224,335	248,833	248,833
001-5508-572.44-00	Rentals & Leases	8,000	7,245	4,403	7,993	8,954
001-5508-572.45-01	Insurance - Operating Liability	80,327	84,236	90,308	81,846	88,361
001-5508-572.45-02	Insurance - Auto Liability	13,856	6,697	8,803	11,494	14,461
001-5508-572.46-00	Repair & Maintenance Services	360,560	481,870	501,274	552,285	599,818
001-5508-572.47-00	Printing & Binding	898	248	975	1,300	1,160
001-5508-572.48-00	Promotional Activities	11,346	8,732	8,909	10,275	10,475
001-5508-572.49-00	Other Charges/Obligations	4,133	5,129	4,267	5,135	2,935
001-5508-572.51-00	Office Supplies	1,539	1,187	1,481	1,500	1,500
001-5508-572.52-00	Operating Supplies	111,060	93,266	87,300	114,350	114,350
001-5508-572.52-01	Operating Supplies - Gasoline/Diesel/Lubric	39,260	34,467	27,090	35,000	35,000
001-5508-572.52-05	Operating Supplies - Uniforms	9,407	9,090	9,104	9,750	9,750
001-5508-572.54-01	Books/Pubs/Subsc/Memb - Prof Dues	694	580	815	905	905
001-5508-572.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	2,919	1,184	2,548	5,960	5,960
001-5508-572.54-03	Books/Pubs/Subsc/Memb - Subscriptions	-	269	115	500	500
	Subtotal Operating	\$ 919,720	\$ 1,019,816	\$ 993,789	\$ 1,109,047	\$ 1,161,873
	Total	\$ 2,287,277	\$ 2,484,157	\$ 2,416,281	\$ 2,668,472	\$ 2,896,306

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	2019 Actual	2020 Actual	2021 Budget	2022 Budget
Salaries	\$ 111,957	\$ 130,459	\$ 100,480	\$ 124,815
Benefits	45,406	42,268	62,956	77,212
Operating	21,889	23,273	25,620	24,417
Supplies	2,336	3,221	4,693	4,693
Total \$	181,588	\$ 199,221	\$ 193,749	\$ 231,137

Funding Source				
Total	181,588	199,221	193,749	231,137
Total \$	181,588	\$ 199,221	\$ 193,749	\$ 231,137

Our Accomplishments in 2019-20

- ❖ The museum received a general program support grant of \$7,368 from the State of Florida, Department of State. A part time employee has been hired to catalog the collection and enter the data into PastPerfect software.
- ❖ In October, the museum presented the second annual Sanford Gothic lecture series. The lectures this year focused on historic cemeteries. The presentations were held at Monroe Hall and the Civic Center.
- ❖ In February, the museum participated in the Museum of Seminole County History's Fort Mellon encampment for the second year. Museum Assistant Brigitte Stephenson represented the Sanford Museum by wearing period dress and teaching visitors about the role of women in the 2nd Seminole War.
- ❖ The City of Sanford entered into an agreement with the firm Adam Matthew to scan all of the Africa material in the Sanford Papers. They will then be available to researchers on the company's "Scramble for Africa" website.

- ❖ The museum used Monroe Hall for events for the first time. An increase in attendance at museum lectures and at Sanford Historical Society programs was noted at this venue. Average attendance at Sanford Historical Society meetings with programs doubled.

Goals and Objectives for 2021-22

- ❖ Develop a multi-faceted marketing and communications campaign to include the development of a new logo; a museum blog featuring digitized collections; new digital and cardstock brochures about the Museum; portable, "tiny" exhibits to loan out to promote history and the museum. Assist Historical Society with virtual fundraisers with the first in June recognizing Henry Sanford's birthday and again in September recognizing the City of Sanford's incorporation date.
- ❖ Create permanent exhibits on Zora Neale Hurston and Emra Garner, swimming in Sanford, and golf in Sanford.
- ❖ Update Henry Sanford's display room.
- ❖ Transform the Sanford library room to look "lived in".

RECREATION - MUSEUM				
Performance Measures				
Activity	Actual 2018-2019	Actual 2019-2020	Expected 2020-2021	Proposed 2021-2022
Economic Impact on Guests Attending Events	109,490	577,307	10,000	100,000
Total Volunteer Hours	376	212	100	250
Research Requests Received	462	274	240	300
Museum Attendance	3,686	2,533	2,530	2,800

Authorized Positions

Full Time Equivalents	Grade	Funded 2020	Funded 2021	+/-	Funded 2022	Authorized & Unfunded
Recreation - Museum						
Museum Curator	416	1.00	1.00	-	1.00	-
Museum Assistant	408	1.00	1.00	-	1.00	-
Docent (Part-Time)	401	1.10	1.10	-	1.10	-
Total Full Time Equivalents		3.10	3.10	-	3.10	-

Recreation Museum

Account	Description	2018 Actual	2019 Actual	2020 Actual	2021 Budget	2022 Budget
Personnel Services						
001-5052-573.12-00	Regular Salaries & Wages	92,094	94,270	102,586	72,136	97,303
001-5052-573.12-06	Reg Salaries - Opt Out Health Insurance	2,400	2,400	2,500	2,400	1,200
001-5052-573.13-00	Part Time Wages	13,596	15,287	25,181	25,944	26,312
001-5052-573.14-00	Overtime	-	-	192	-	-
001-5052-573.21-00	FICA/Medicare Taxes	7,782	8,126	9,650	7,723	8,400
001-5052-573.22-01	Retirement Contributions - FRS	11,670	12,647	11,690	8,662	12,195
001-5052-573.23-00	Medical Insurance	21,225	23,678	20,144	45,606	55,568
001-5052-573.23-02	Medical Insurance - Life & ST Disability	681	734	590	744	806
001-5052-573.24-00	Worker's Compensation	125	221	194	221	243
	Subtotal Personnel Services	\$ 149,573	\$ 157,363	\$ 172,727	\$ 163,436	\$ 202,027
Operating						
001-5052-573.34-00	Other Contractual Services	1,094	-	-	-	-
001-5052-573.40-00	Travel & Per Diem	-	-	-	904	904
001-5052-573.41-00	Communications Services	808	893	878	915	965
001-5052-573.43-00	Utility Services	10,655	11,113	10,190	11,250	10,200
001-5052-573.45-01	Insurance - Operating Liability	2,934	2,907	2,931	2,627	382
001-5052-573.46-00	Repair & Maintenance Services	4,133	6,860	9,007	7,224	9,166
001-5052-573.47-00	Printing & Binding	-	116	267	200	300
001-5052-573.48-00	Promotional Activities	-	-	-	2,500	2,500
001-5052-573.51-00	Office Supplies	1,146	1,084	1,001	1,200	1,200
001-5052-573.52-00	Operating Supplies	2,645	814	1,926	2,700	2,700
001-5052-573.54-01	Books/Pubs/Subsc/Memb - Prof Dues	268	218	118	368	368
001-5052-573.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	215	220	176	425	425
	Subtotal Operating	\$ 23,898	\$ 24,225	\$ 26,494	\$ 30,313	\$ 29,110
	Total	\$ 173,471	\$ 181,588	\$ 199,221	\$ 193,749	\$ 231,137



CITY OF
SANFORD
FLORIDA

SPECIAL REVENUE FUNDS

- **REVENUES AND EXPENDITURE SCHEDULE**
- **CDBG Fund**
- **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**

	CDBG	Police 2nd Dollar Fund	Police Trust Fund	Low Income Home Energy	Streets Local Option
Use of Fund Balance	\$ -	\$ 35,140	\$ 22,004	\$ -	\$ 685,174
Revenues					
Taxes					
Sales and Use Tax	-	-	-	-	1,102,748
Permits, Impact Fees, Assessments	-	-	-	-	-
Intergovernmental	635,985	-	5,000	1,209,590	-
Charges for Services	-	-	-	-	-
Fines and Forfeitures	-	9,500	-	-	-
Other Revenues	-	360	2,496	-	9,008
Total Revenues	635,985	9,860	7,496	1,209,590	1,111,756
Transfers In	-	-	-	-	-
Total Revenues, Transfers, and Balances	\$ 635,985	\$ 45,000	\$ 29,500	\$ 1,209,590	\$ 1,796,930
Expenditures					
General Government	-	-	-	-	-
Public Safety	-	45,000	29,500	-	-
Physical Environment	-	-	-	-	-
Transportation	-	-	-	-	1,796,930
Economic Environment	635,985	-	-	-	-
Human Services	-	-	-	1,209,590	-
Culture and Recreation	-	-	-	-	-
Total Expenditures	635,985	45,000	29,500	1,209,590	1,796,930
Total Expenditures and Other Uses	635,985	45,000	29,500	1,209,590	1,796,930
Total Revenue Over/(Under) Expenditure	-	-	-	-	-
Total Appropriations and Reserves	\$ 635,985	\$ 45,000	\$ 29,500	\$ 1,209,590	\$ 1,796,930

**City of Sanford
Special Revenue Funds
Revenue and Expenditures Schedule**

	Impact Fees Recreation	Impact Fees Fire	Impact Fees Police	Building Inspection	Streets 3rd Generation
Use of Fund Balance	\$ -	\$ -	\$ -	\$ 1,326	\$ -
Revenues					
Taxes					
Sales and Use Tax	-	-	-	-	3,874,063
Permits, Impact Fees, Assessments	551,635	390,041	446,622	4,027,788	-
Intergovernmental	-	-	-	-	-
Charges for Services	-	-	-	-	-
Fines and Forfeitures	-	-	-	-	-
Other Revenues	5,688	4,396	3,852	88,510	46,840
Total Revenues	557,323	394,437	450,474	4,116,298	3,920,903
Transfers In	-	-	-	-	-
Total Revenues, Transfers, and Balances	\$ 557,323	\$ 394,437	\$ 450,474	\$ 4,117,624	\$ 3,920,903
Expenditures					
General Government	-	-	-	2,120,359	-
Public Safety	-	100,000	77,369	-	-
Physical Environment	-	-	-	-	-
Transportation	-	-	-	-	2,860,500
Economic Environment	-	-	-	-	-
Human Services	-	-	-	-	-
Culture and Recreation	269,499	-	-	-	-
Total Expenditures	269,499	100,000	77,369	2,120,359	2,860,500
Total Expenditures and Other Uses	269,499	100,000	77,369	2,120,359	2,860,500
Total Revenue Over/(Under) Expenditure	287,824	294,437	373,105	1,997,265	1,060,403
Total Appropriations and Reserves	\$ 557,323	\$ 394,437	\$ 450,474	\$ 4,117,624	\$ 3,920,903

**City of Sanford
Special Revenue Funds
Revenue and Expenditures Schedule**

	Cemetery	Total
Use of Fund Balance	\$ -	\$ 743,644
Revenues		
Taxes		
Sales and Use Tax	-	4,976,811
Permits, Impact Fees, Assessments	-	5,416,086
Intergovernmental	-	1,850,575
Charges for Services	71,356	71,356
Fines and Forfeitures	-	9,500
Other Revenues	-	161,150
Total Revenues	71,356	12,485,478
Transfers In	61,859	61,859
Total Revenues, Transfers, and Balances	\$ 133,215	\$ 13,290,981
Expenditures		
General Government	\$ -	\$ 2,120,359
Public Safety	-	251,869
Physical Environment	133,215	133,215
Transportation	-	4,657,430
Economic Environment	-	635,985
Human Services	-	1,209,590
Culture and Recreation	-	269,499
Total Expenditures	133,215	9,277,947
Total Expenditures and Other Uses	133,215	9,277,947
Total Revenue Over/(Under) Expenditure	-	4,013,034
Total Appropriations and Reserves	\$ 133,215	\$ 13,290,981

Special Revenue Funds

Revenue and Expenditures

CDBG

Account	Description	2018 Actual	2019 Actual	2020 Actual	2021 Budget	2022 Proposed Budget
Revenue						
	Federal Grants	494,427	326,817	37,879	500,001	635,985
	Total Revenue	\$ 494,427	\$ 326,817	\$ 37,879	\$ 500,001	\$ 635,985
Expenditure						
	Regular Salaries & Wages	\$ -	\$ -	\$ 38,836	\$ 65,408	\$ 70,297
	Regular Salaries - Additional Pays	-	-	600	600	600
	Overtime	-	-	3,029	-	-
	FICA/Medicare Taxes	-	-	3,585	5,069	5,270
	Retirement Contributions - FRS	-	-	-	5,777	7,581
	Medical Insurance	-	-	221	11,256	14,576
	Medical Insurance - Life & ST Disability	-	-	826	429	446
	Worker's Compensation	-	-	-	149	155
	Professional Services	31,737	-	9,013	1,100	1,100
	Other Contractual Services - Landfill	-	-	243	-	-
	Travel & Per Diem	-	-	-	2,451	2,551
	Communication Services	-	-	46	708	1,584
	Postage & Transportation	-	-	-	100	200
	Rental & Leases	3,617	-	50	-	530
	Promotional	-	-	889	350	350
	Other Charges/Obligations	2,108	800	147	-	5,567
	Office Supplies	-	-	7,866	200	2,700
	Operating Supplies	-	-	-	-	6,164
	Uniforms	-	-	-	100	100
	Books/Pubs/Subsc/Memb - Prof Dues	-	-	670	-	-
	Books/Pubs/Subsc/Memb -Conf/Seminar	2,849	-	528	545	1,045
	Other Grants & Aids	455,187	327,315	186,145	405,759	515,189
	Total Expenditure	\$ 495,498	\$ 328,115	\$ 252,494	\$ 500,001	\$ 635,985

Special Revenue Funds

Revenue and Expenditures

Police Training (2nd Dollar Fund)

Account	Description	2018 Actual	2019 Actual	2020 Actual	2021 Budget	2022 Proposed Budget
Revenue						
	Judgments and Fines	\$ 13,240	\$ 11,863	\$ 8,569	\$ 11,500	\$ 9,500
	Interest	432	1,772	1,752	1,000	360
	Use of Fund Balance	-	-	-	32,500	35,140
	Total Revenue	\$ 13,672	\$ 13,635	\$ 10,321	\$ 45,000	\$ 45,000
Expenditure						
	Travel & Per Diem	\$ -	\$ 557	\$ -	\$ 45,000	\$ 45,000
	Other Charges/Obligations	55	62	84	-	-
	Total Expenditure	\$ 55	\$ 619	\$ 84	\$ 45,000	\$ 45,000

Special Revenue Funds

Revenue and Expenditures

Law Enforcement Trust

Account	Description	2018 Actual	2019 Actual	2020 Actual	2021 Budget	2022 Proposed Budget
Revenue						
	Confiscated Property - Justice	\$ 9,500	\$ 6,687	\$ 13,535	-	-
	Interest	552	1,380	1,133	500	276
	Use of Reserves	-	-	-	23,500	22,004
	Fema	-	-	2,048	-	-
	Misc Donations	4,450	12,484	5,257	7,000	1,900
	Transfers	-	9,045	-	-	-
	Confiscated Property - State	17,161	24,583	461	5,000	5,000
	Bank Investment	517	1,103	1,033	1,100	320
	Unrealized Gain (Loss)	(142)	557	449	-	-
	Realized Gain (Loss)	(48)	26	204	-	-
	Disposition of Assets	1,780	-	-	-	-
	Total Revenue	\$ 33,770	\$ 55,865	\$ 24,120	\$ 37,100	\$ 29,500
Expenditure						
	Professional Services	\$ 426	\$ 1,395	-	-	-
	Travel & Per Diem	25,357	12,342	1,641	17,000	17,000
	Other Charges/Obligations	6,648	7,364	539	-	-
	Books/Pubs/Subscrs/Membs	1,935	373	495	-	-
	Training	18,770	-	-	-	-
	Machinery & Equipment	9,500	5,867	4,171	7,600	-
	Promotional Activities	-	3,544	2,707	-	-
	Operating Supplies	69	54	396	12,500	12,500
	Total Expenditure	\$ 62,705	\$ 30,939	\$ 9,949	\$ 37,100	\$ 29,500

Special Revenue Funds

Revenue and Expenditures

Low Income Home Energy Assistance

Account	Description	2018 Actual	2019 Actual	2020 Actual	2021 Budget	2022 Proposed Budget
Revenue						
	Low Income Home Energy Assistance Program	634,991	1,015,794	995,669	1,172,391	1,209,590
	Total Revenue	\$ 634,991	\$ 1,015,794	\$ 995,669	\$ 1,172,391	\$ 1,209,590
Expenditure						
	Regular Salaries & Wages	\$ 142,872	\$ 123,674	\$ 96,821	\$ 158,975	\$ 162,809
	Overtime	1,600	2,697	3,151	-	-
	FICA/Medicare Taxes	11,019	9,954	7,391	12,207	11,864
	Retirement Contributions	17,507	15,105	8,902	20,561	21,182
	Medical Insurance	31,425	38,621	31,396	38,520	45,186
	Worker's Compensation	175	267	184	358	348
	Public Assistance/Professional Services	155	-	7,166	-	-
	Travel & Per Diem	957	921	1,599	2,032	3,652
	Communications Services	660	786	739	1,142	6,667
	Postage & Transportation	276	168	1,022	900	900
	Utility Services	-	-	-	-	4,425
	Rental & Leases	-	210	1,262	2,500	21,025
	Repairs & Maintenance Services	2,500	2,565	77	2,820	5,820
	Printing & Binding	650	665	1,582	800	1,300
	Other Charges	100	-	294	-	-
	Office Supplies	754	1,470	1,142	3,000	3,000
	Operating Supplies	176	3,283	1,590	8,684	8,684
	Books/Pubs/Subscrs/Membs	400	450	-	900	900
	Benefits for LIHEAP	591,076	588,606	800,747	918,992	911,828
	Total Expenditure	\$ 802,302	\$ 789,442	\$ 965,065	\$ 1,172,391	\$ 1,209,590

Special Revenue Funds

Revenue and Expenditures

Streets - Local Options Gas Tax

Account	Description	2018 Actual	2019 Actual	2020 Actual	2021 Budget	2022 Proposed Budget
Revenue						
	Local Option Gas Tax	\$ 1,205,356	\$ 1,208,485	\$ 1,050,173	\$ 1,055,079	\$ 1,102,748
	Grants	-	-	64,456	-	-
	Transportation Revenue Other	94,171	97,344	99,907	-	-
	Interest	17,008	27,015	24,574	21,000	9,008
	Interest-Unrealized Gain (Loss)	(4,395)	13,170	11,546	-	-
	Interest - Realized Gain (Loss)	(1,774)	632	4,947	-	-
	Use of Fund Balance	-	-	-	168,091	685,174
	Total Revenue	\$ 1,310,366	\$ 1,346,646	\$ 1,255,603	\$ 1,244,170	\$ 1,796,930
Expenditure						
	Other Contractual Service	\$ 126,868	\$ 124,759	\$ 96,559	\$ 160,000	\$ 162,260
	Utility Services	402,581	406,250	407,950	437,000	437,500
	Repair & Maintenance Services	488,298	448,523	393,744	15,000	85,000
	Other Charges/Obligations	1,377	1,457	1,951	1,377	1,377
	Operating Supplies	-	171	-	-	-
	Road Materials & Supplies	141,372	78,450	44,492	105,550	105,550
	Improve Other Than Building	4,470	-	-	525,243	1,025,243
	Transfers to Capital Project Funds	-	99,302	-	-	-
	Total Expenditure	\$ 1,144,966	\$ 1,156,912	\$ 944,696	\$ 1,244,170	\$ 1,796,930

Special Revenue Funds

Revenue and Expenditures

Impact Fees

Account	Description	2018 Actual	2019 Actual	2020 Actual	2021 Budget	2022 Proposed Budget
Revenue						
	Impact Fees/Residential	\$ 1,272,724	\$ 503,525	\$ 377,431	\$ 236,800	\$ 935,717
	State Grants	31,448	-	-	-	-
	Interest	34,799	57,145	40,440	47,800	13,936
	Interest-Unrealized Gain (Loss)	(7,502)	28,919	17,186	-	-
	Interest - Realized Gain (Loss)	(3,154)	1,428	7,574	-	-
	Impact Fees/Commercial	142,402	158,497	69,791	78,400	452,581
	Use of Fund Balance	-	-	-	185,500	-
	Byrne Grant	-	-	33,524	-	-
	Disposition-Fixed Assets/Surplus Furn	5,430	-	-	-	-
	Total Revenue	\$ 1,476,147	\$ 749,514	\$ 545,946	\$ 548,500	\$ 1,402,234
Expenditure						
	Operating Supplies	\$ 57,559	\$ 96,910	\$ 8,370	\$ 52,011	\$ 27,612
	Repairs and Maintenance	-	3,837	-	11,500	-
	Improve Other Than Building	-	188,660	159,105	-	262,086
	Machinery & Equipment	107,653	32,158	100,139	-	157,170
	Transfers	456,255	467,015	28,720	-	-
	Other Charges/Obligations	2,829	2,970	3,023	-	-
	Additions to Reserves	-	-	-	168,300	287,824
	Professional Services	-	-	-	250,000	-
	Land	-	5,425	-	-	-
	Buildings	-	-	185,828	-	-
	Addition to Reserves	-	-	-	66,689	667,542
	Total Expenditure	\$ 624,296	\$ 796,975	\$ 485,185	\$ 548,500	\$ 1,402,234

Special Revenue Funds

Revenue and Expenditures

Building Inspection

Account	Description	2018 Actual	2019 Actual	2020 Actual	2021 Budget	2022 Proposed Budget
Revenue						
	Interest	\$ 36,812	\$ 155,897	\$ 152,052	\$ 111,145	\$ 34,753
	Misc Rev	7,088	(5,402)	19,374	8,150	9,314
	Use of Fund Balance	-	-	-	2,331	1,326
	Build Inspection Permit	1,878,591	1,570,590	1,147,211	962,901	2,576,748
	Plumbing Inspect Permit	73,381	51,284	55,255	60,210	103,893
	Electric Inspect Permit	77,755	78,060	61,427	60,259	113,376
	Mechanical Inspect Permit	115,038	52,141	40,224	44,705	38,206
	Application Fees	915,885	583,685	515,481	430,667	1,149,425
	Contractor Registration	(8)	-	-	-	-
	Other License & Miscellaneous	91,859	39,967	29,170	21,923	46,140
	FEMA-Federal Grant	748	-	-	-	-
	FEMA-State Grant	125	-	-	-	-
	Reim Claims & Exp	30,040	32,981	35,669	33,600	44,443
	Total Revenue	\$ 3,227,314	\$ 2,559,203	\$ 2,055,863	\$ 1,735,891	\$ 4,117,624
Expenditure						
	Travel & Per Diem	\$ 1,009	\$ 942	\$ -	\$ 6,100	\$ 6,100
	Other Charges/Obligations	42,587	41,663	71,813	55,520	157,120
	Books/Pubs/Subscrs/Membs	8,212	4,825	5,426	18,950	18,950
	Regular Salaries & Wages	573,354	597,647	619,925	745,739	819,666
	Overtime	1,169	4,822	3,768	3,080	3,080
	Special Pay	479	-	-	-	-
	FICA/Medicare Taxes	42,149	43,825	45,761	57,498	61,928
	Retirement Contributions	41,389	56,007	63,382	74,115	92,441
	Retirement Contributions - Fire Pension	1,949	-	-	-	143,875
	Medical Insurance	92,546	107,091	108,611	120,536	159,625
	Worker's Compensation	5,944	9,743	9,786	12,400	12,620
	Professional Services	12,852	-	-	3,000	3,000
	Other Contractual Service	236,510	309,228	280,449	485,129	515,107
	Communications Services	7,870	8,004	6,851	7,762	7,762
	Postage & Transportation	954	1,176	1,076	50	1,200
	Rentals & Leases	4,592	5,017	8,089	30,913	11,079
	Insurance	7,026	4,864	5,963	5,769	9,558
	Repair & Maintenance Services	89,530	35,358	26,265	36,174	25,134
	Printing & Binding	2,020	839	529	1,608	1,558
	Promotional	-	-	-	300	-
	Office Supplies	4,059	2,975	2,168	2,500	2,500
	Operating Supplies	13,830	46,043	11,685	31,056	31,056
	Machinery & Equipment	57,299	-	-	32,000	37,000
	Addition to Reserves	-	-	-	5,692	1,997,265
	Total Expenditure	\$ 1,247,329	\$ 1,280,069	\$ 1,271,547	\$ 1,735,891	\$ 4,117,624

Special Revenue Funds

Revenue and Expenditures

Streets - 3rd Generation Sales Tax

Account	Description	2018 Actual	2019 Actual	2020 Actual	2021 Budget	2022 Proposed Budget
Revenue						
	3rd Generation Sales Tax	\$ 3,490,526	\$ 3,660,445	\$ 3,570,169	\$ 3,739,419	\$ 3,874,063
	Grant	81,685	124,113	50	-	-
	Interest	107,851	198,899	178,293	209,595	46,840
	Interest-Unrealized Gain (Loss)	2,303	61,435	75,597	-	-
	Interest - Realized Gain (Loss)	(2,462)	5,873	35,459	-	-
	Use of Fund Balance	-	-	-	1,378,974	-
	Total Revenue	\$ 3,679,903	\$ 4,050,765	\$ 3,859,568	\$ 5,327,988	\$ 3,920,903
Expenditure						
	Professional Services	\$ -	\$ -	\$ 5,510	\$ -	\$ 5,500
	Repairs & Maint	325,325	798,250	798,574	-	100,000
	Other Charges/Obligations	8,432	10,651	13,473	-	-
	Improv Other Than Bldgs	158,256	39,110	-	-	-
	Road Improvements	-	-	-	4,080,741	500,000
	New Construction	-	-	-	-	220,000
	Traffic Calming	-	-	-	-	50,000
	Sidewalks	90,382	492,494	173,548	1,200,000	810,000
	Circulation Improvements	-	9,814	(5,510)	-	50,000
	Improve Other Than Building	466,113	8,829	140,387	47,247	1,125,000
	Transfer from Capital Proj Fund	-	1,000,000	4,000,000	-	-
	Addition to Reserves	-	-	-	-	1,060,403
	Total Expenditure	\$ 1,048,508	\$ 2,359,148	\$ 5,125,982	\$ 5,327,988	\$ 3,920,903

Special Revenue Funds

Revenue and Expenditures

Cemetery

Account	Description	2018 Actual	2019 Actual	2020 Actual	2021 Budget	2022 Proposed Budget
Revenue						
	Cemetery Fees	\$ 25,100	\$ 23,150	\$ 30,600	\$ 25,000	\$ 35,000
	Interest	2,990	2,369	1,349	1,900	356
	Interest - Unrealized	(891)	1,206	671	-	-
	Interest - Realized	(366)	59	235	-	-
	Disposition of Assets	32,200	29,525	35,850	35,000	36,000
	Transfer from General Fund	-	-	25,000	66,045	61,859
	Total Revenue	\$ 59,033	\$ 56,309	\$ 93,705	\$ 127,945	\$ 133,215
Expenditure						
	Professional Services	\$ 736	\$ 4,030	\$ 85	\$ 3,000	\$ 3,000
	Utility Services	25,632	11,441	6,683	11,660	11,660
	Insurance	822	822	892	785	813
	Repair & Maintenance Services	111,178	96,809	116,738	112,500	115,442
	Other Charges/Obligations	296	128	103	-	2,300
	Total Expenditure	\$ 138,664	\$ 113,230	\$ 124,501	\$ 127,945	\$ 133,215

CDBG Fund

Revenue and Expenditures

Account	Description	2018 Actual	2019 Actual	2020 Actual	2021 Budget	2022 Proposed Budget
Revenue						
Revenue						
105-0000-331.54-00	Federal Grants	494,427	326,817	37,879	500,001	2,275
105-0000-331.54-00	Federal Grants	494,427	326,817	37,879	500,001	633,710
	Total Revenue	\$ 494,427	\$ 326,817	\$ 37,879	\$ 500,001	\$ 635,985
Expenditure						
105-1105-554.12-00	Regular Salaries & Wages	-	-	38,836	65,408	70,297
105-1105-554.12-02	Regular Salaries - Additional Pays	-	-	600	600	600
105-1105-554.14-00	Overtime	-	-	3,029	-	-
105-1105-554.21-00	FICA/Medicare Taxes	-	-	3,585	5,069	5,270
105-1105-554.22-01	Retirement Contributions - FRS	-	-	-	5,777	7,561
105-1105-554.23-00	Medical Insurance	-	-	221	11,256	14,576
105-1105-554.23-02	Medical Insurance - Life & ST Disability	-	-	826	429	446
105-1105-554.24-00	Worker's Compensation	-	-	-	149	155
105-1105-554.31-00	Professional Services	31,737	-	9,013	1,100	1,100
105-1105-554.34-02	Other Contractual Services - Landfill	-	-	243	-	-
105-1105-554.40-00	Travel & Per Diem	-	-	-	2,451	2,551
105-1105-554.41-00	Communication Services	-	-	46	708	1,584
105-1105-554.42-00	Postage & Transportation	-	-	-	100	200
105-1105-554.44-00	Rental & Leases	3,617	-	50	-	530
105-1105-554.48-00	Promotional	-	-	889	350	350
105-1105-554.49-00	Other Charges/Obligations	2,108	800	147	-	5,567
105-1105-554.51-00	Office Supplies	-	-	7,666	200	2,700
105-1105-554.52-00	Operating Supplies	-	-	-	-	6,164
105-1105-554.52-05	Uniforms	-	-	-	100	100
105-1105-554.54-01	Books/Pubs/Subsc/Memb - Prof Dues	-	-	670	-	-
105-1105-554.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	2,849	-	528	545	1,045
105-1105-554.83-01	Other Grants & Aids	13,001	-	49,465	76,079	77,550
105-1105-554.83-02	Other Grants & Aids	36,008	-	28,794	-	100,000
105-1105-554.83-03	Other Grants & Aids	406,178	327,315	-	120,000	120,000
105-1105-554.83-04	Other Grants & Aids	-	-	107,886	159,680	159,680
105-1105-554.83-05	Other Grants & Aids	-	-	-	50,000	57,959
	Total Expenditure	\$ 495,498	\$ 328,115	\$ 252,494	\$ 500,001	\$ 635,985

2nd Dollar Fund

Revenue and Expenditures

Account	Description	2018 Actual	2019 Actual	2020 Actual	2021 Budget	2022 Proposed Budget
Revenue						
110-0000-351.30-00	Judgments and Fines	13,240	11,863	8,569	11,500	9,500
110-0000-361.10-00	Interest	643	1,160	1,070	1,000	360
110-0000-361.30-00	Interest	(148)	583	468	-	-
110-0000-361.40-00	Interest	(63)	29	214	-	-
110-0000-389.98-00	Use of Fund Balance	-	-	-	32,500	35,140
	Total Revenue	\$ 13,672	\$ 13,635	\$ 10,321	\$ 45,000	\$ 45,000
Expenditure						
110-2020-521.40-00	Travel & Per Diem	-	557	-	45,000	45,000
110-2020-521.49-00	Other Charges/Obligations	55	62	84	-	-
	Total Expenditure	\$ 55	\$ 619	\$ 84	\$ 45,000	\$ 45,000

Law Enforcement Trust Fund

Revenue and Expenditures

Account	Description	2018 Actual	2019 Actual	2020 Actual	2021 Budget	2022 Proposed Budget
Revenue						
106-0000-351.21-25	Confiscated Property - Justice	9,500	6,687	13,535	-	-
106-0000-361.10-00	Interest	926	887	623	500	252
106-0000-361.30-00	Interest	(240)	441	261	-	-
106-0000-361.40-00	Interest	(102)	22	123	-	-
106-0000-389.98-00	Use of Reserves	-	-	-	16,500	16,748
	Total Revenue	\$ 10,084	\$ 8,037	\$ 14,542	\$ 17,000	\$ 17,000
Expenditure						
106-2020-521.31-00	Professional Services	-	1,395	-	-	-
106-2020-521.40-00	Travel & Per Diem	7,105	11,847	1,641	17,000	17,000
106-2020-521.49-00	Other Charges/Obligations	81	47	50	-	-
106-2020-521.54-02	Books/Pubs/Subscrs/Membs	-	198	495	-	-
106-2020-521.55-00	Training	18,770	-	-	-	-
106-2020-521.64-00	Machinery & Equipment	9,500	-	-	-	-
	Total Expenditure	\$ 35,456	\$ 13,487	\$ 2,186	\$ 17,000	\$ 17,000

Law Enforcement Trust Fund

Revenue and Expenditures

Account	Description	2018 Actual	2019 Actual	2020 Actual	2021 Budget	2022 Proposed Budget
Revenue						
108-0000-331.80-08	Fema	-	-	1,755	-	-
108-0000-334.80-01	Fema	-	-	293	-	-
108-0000-361.10-00	Interest	(82)	17	65	-	24
108-0000-361.30-00	Interest	35	14	46	-	-
108-0000-361.40-00	Interest	15	(1)	15	-	-
108-0000-366.90-00	Misc Donations	700	12,484	5,257	7,000	1,900
108-0000-369.90-00	Misc Donations	3,750	-	-	-	-
108-0000-381.01-00	Transfers	-	9,045	-	-	-
108-0000-389.98-00	Use of Reserves	-	-	-	3,100	576
	Total Revenue	\$ 4,418	\$ 21,559	\$ 7,431	\$ 10,100	\$ 2,500
Expenditure						
108-2020-521.40-00	Travel & Per Diem	-	495	-	-	-
108-2020-521.48-00	Promotional Activities	-	3,544	2,707	-	-
108-2020-521.49-00	Other Charges/Obligations	6,439	4,848	408	-	-
108-2020-521.52-00	Operating Supplies	69	54	396	2,500	2,500
108-2020-521.64-00	Machinery & Equipment	-	5,867	4,171	7,600	-
	Total Expenditure	\$ 6,508	\$ 14,808	\$ 7,682	\$ 10,100	\$ 2,500

Law Enforcement Trust Fund

Revenue and Expenditures

Account	Description	2018 Actual	2019 Actual	2020 Actual	2021 Budget	2022 Proposed Budget
Revenue						
111-0000-351.21-26	Confiscated Property - State	17,161	24,583	461	5,000	5,000
111-0000-361.10-00	Bank Investment	517	1,103	1,033	1,100	320
111-0000-361.30-00	Unrealized Gain (Loss)	(142)	557	449	-	-
111-0000-361.40-00	Realized Gain (Loss)	(48)	26	204	-	-
111-0000-364.41-00	Disposition of Assets	1,780	-	-	-	-
111-0000-389.98-00	Use of Reserves	-	-	-	3,900	4,680
	Total Revenue	\$ 19,268	\$ 26,269	\$ 2,147	\$ 10,000	\$ 10,000
Expenditure						
111-2020-521.31-00	Professional Services	426	-	-	-	-
111-2020-521.40-00	Travel & Per Diem	18,252	-	-	-	-
111-2020-521.49-00	Other Charges/Obligations	128	2,469	81	-	-
111-2020-521.52-00	Operating Supplies	-	-	-	10,000	10,000
111-2020-521.54-01	Books/Pubs/Subscrs/Membs	460	175	-	-	-
111-2020-521.54-02	Books/Pubs/Subscrs/Membs	1,475	-	-	-	-
	Total Expenditure	\$ 20,741	\$ 2,644	\$ 81	\$ 10,000	\$ 10,000

Low Income Home Energy Assistance Fund

Revenue and Expenditures

Account	Description	2018 Actual	2019 Actual	2020 Actual	2021 Budget	2022 Proposed Budget
Revenue						
117-0000-331.59-01	Low Income Home Energy Assistance Program	634,991	1,015,794	995,669	1,172,391	1,209,590
	Total Revenue	\$ 634,991	\$ 1,015,794	\$ 995,669	\$ 1,172,391	\$ 1,209,590
Expenditure						
117-1104-564.12-00	Regular Salaries & Wages	141,832	122,629	96,108	156,591	160,713
117-1104-564.12-02	Regular Salaries & Wages	1,040	1,045	713	2,384	2,096
117-1104-564.14-00	Overtime	1,600	2,697	3,151	-	-
117-1104-564.21-00	FICA/Medicare Taxes	11,019	9,954	7,391	12,207	11,864
117-1104-564.22-01	Retirement Contributions	17,507	15,105	8,902	20,561	21,182
117-1104-564.23-00	Medical Insurance	30,570	37,765	30,745	37,502	44,198
117-1104-564.23-02	Medical Insurance	855	856	651	1,018	988
117-1104-564.24-00	Worker's Compensation	175	267	184	358	348
117-1104-564.31-00	Public Assistance/Professional Services	155	-	7,166	-	-
117-1104-564.40-00	Travel & Per Diem	957	921	1,599	2,032	3,652
117-1104-564.41-00	Communications Services	660	786	739	1,142	6,667
117-1104-564.42-00	Postage & Transportation	276	168	1,022	900	900
117-1104-564.43-00	Utility Services	-	-	-	-	4,425
117-1104-564.44-00	Rental & Leases	-	210	1,262	2,500	21,025
117-1104-564.46-00	Repairs & Maintenance Services	2,500	2,565	77	2,820	5,820
117-1104-564.47-00	Printing & Binding	650	665	1,582	800	1,300
117-1104-564.49-00	Other Charges	100	-	294	-	-
117-1104-564.51-00	Office Supplies	754	1,470	1,142	3,000	3,000
117-1104-564.52-00	Operating Supplies	176	3,283	1,590	8,684	8,684
117-1104-564.54-02	Books/Pubs/Subscrs/Membs	400	450	-	900	900
117-1104-564.86-00	Benefits for LIHEAP	591,076	588,606	800,747	918,992	911,828
	Total Expenditure	\$ 802,302	\$ 789,442	\$ 965,065	\$ 1,172,391	\$ 1,209,590

Local Option Gas Tax Fund

Revenue and Expenditures

Account	Description	2018 Actual	2019 Actual	2020 Actual	2021 Budget	2022 Proposed Budget
Revenue						
131-0000-312.41-00	Local Option Gas Tax	1,205,356	1,208,485	1,050,173	1,055,079	1,102,748
131-0000-3337.34-00	Grants	-	-	64,456	-	-
131-0000-344.90-00	Transportation Revenue Other	94,171	97,344	99,907	-	-
131-0000-361.10-00	Interest	17,008	27,015	24,574	21,000	9,008
131-0000-361.30-00	Interest-Unrealized Gain (Loss)	(4,395)	13,170	11,546	-	-
131-0000-361.40-00	Interest - Realized Gain (Loss)	(1,774)	632	4,947	-	-
131-0000-389.98-00	Use of Fund Balance	-	-	-	168,091	685,174
	Total Revenue	\$ 1,310,366	\$ 1,346,646	\$ 1,255,603	\$ 1,244,170	\$ 1,796,930
Expenditure						
131-4047-541.34-00	Other Contractual Service	126,868	124,759	96,559	160,000	162,260
131-4047-541.43-00	Utility Services	402,581	406,250	407,950	437,000	437,500
131-4047-541.46-00	Repair & Maintenance Services	4,124	5,824	10,720	15,000	15,000
131-4047-541.46-08	Repair & Maintenance Services	464,174	440,699	383,024	-	50,000
131-4047-541.49-00	Other Charges/Obligations	1,377	1,457	1,951	1,377	1,377
131-4047-541.52-00	Operating Supplies	-	171	-	-	-
131-4047-541.53-00	Road Materials & Supplies	141,372	78,450	44,492	105,550	105,550
131-4047-541.63-00	Improve Other Than Building	4,470	-	-	525,243	1,025,243
131-4047-581.91-22	Transfers to Capital Project Funds	-	99,302	-	-	-
	Total Expenditure	\$ 1,144,966	\$ 1,156,912	\$ 944,696	\$ 1,244,170	\$ 1,796,930

Impact Fee Funds

Revenue and Expenditures

Account	Description	2018 Actual	2019 Actual	2020 Actual	2021 Budget	2022 Proposed Budget
Revenue						
132-0000-324.61-00	Impact Fees/Residential	777,629	334,748	227,275	139,500	551,635
132-0000-334.70-04	State Grants	31,448	-	-	-	-
132-0000-361.10-00	Interest	19,829	29,352	17,889	26,800	5,688
132-0000-361.30-00	Interest-Unrealized Gain (Loss)	(4,258)	14,830	6,888	-	-
132-0000-361.40-00	Interest - Realized Gain (Loss)	(1,792)	735	3,265	-	-
	Total Revenue	\$ 822,856	\$ 379,665	\$ 255,317	\$ 168,300	\$ 557,323
Expenditure						
132-5052-573.52-00	Operating Supplies	-	-	-	-	7,413
132-5058-572.46-00	Repairs and Maintenance	-	3,837	-	-	-
132-5058-572.63-00	Improve Other Than Building	-	188,660	159,105	-	262,086
132-5501-572.52-00	Operating Supplies	15,080	-	-	-	-
132-5501-572.64-00	Machinery & Equipment	7,688	-	-	-	-
132-5508-572.52-00	Operating Supplies	-	-	(800)	-	-
132-7979-581.91-22	Transfers	456,255	-	-	-	-
132-7979-581.91-28	Transfers	-	467,015	-	-	-
132-7979-590.49-00	Other Charges/Obligations	1,560	1,492	1,293	-	-
132-7979-590.99-90	Additions to Reserves	-	-	-	168,300	287,824
	Total Expenditure	\$ 480,583	\$ 661,004	\$ 159,598	\$ 168,300	\$ 557,323

Impact Fee Funds

Revenue and Expenditures

Account	Description	2018 Actual	2019 Actual	2020 Actual	2021 Budget	2022 Proposed Budget
Revenue						
133-0000-324.11-00	Impact Fees/Residential	225,265	84,475	74,979	48,600	191,787
133-0000-324.12-00	Impact Fees/Commercial	67,300	75,384	34,347	39,400	198,254
133-0000-361.10-00	Interest	10,391	17,996	12,829	11,000	4,396
133-0000-361.30-00	Interest-Unrealized Gain (Loss)	(2,336)	9,208	5,852	-	-
133-0000-361.40-00	Interest - Realized Gain (Loss)	(1,011)	443	2,369	-	-
133-0000-389.98-00	Use of Fund Balance	-	-	-	185,500	-
	Total Revenue	\$ 299,609	\$ 187,506	\$ 130,376	\$ 284,500	\$ 394,437
Expenditure						
133-3001-522.31-00	Professional Services	-	-	-	250,000	-
133-3001-522.52-00	Operating Supplies	40,049	73,296	4,526	34,500	-
133-3001-522.61-00	Land	-	5,425	-	-	-
133-3001-522.62-00	Buildings	-	-	185,828	-	-
133-3001-522.64-00	Machinery & Equipment	-	32,158	11,199	-	100,000
133-7979-581.91-28	Transfers	-	-	28,720	-	-
133-7979-590.49-00	Other Charges/Obligations	886	958	970	-	-
133-7979-590.99-90	Addition to Reserves	-	-	-	-	294,437
	Total Expenditure	\$ 40,935	\$ 111,837	\$ 231,243	\$ 284,500	\$ 394,437

Impact Fee Funds

Revenue and Expenditures

Account	Description	2018 Actual	2019 Actual	2020 Actual	2021 Budget	2022 Proposed Budget
Revenue						
134-0000-324.11-00	Impact Fees/Residential	269,830	84,302	75,177	48,700	192,295
134-0000-324.12-00	Impact Fees/Commercial	75,102	83,113	35,444	39,000	254,327
134-0000-334.20-24	Byrne Grant	-	-	33,524	-	-
134-0000-361.10-00	Interest	4,579	9,797	9,722	8,000	3,852
134-0000-361.30-00	Interest-Unrealized Gain (Loss)	(908)	4,881	4,446	-	-
134-0000-361.40-00	Interest - Realized Gain (Loss)	(351)	250	1,940	-	-
134-0000-364.41-00	Disposition-Fixed Assets/Surplus Furn	5,430	-	-	-	-
Total Revenue		\$ 353,682	\$ 182,343	\$ 160,253	\$ 95,700	\$ 450,474
Expenditure						
134-2020-521.46-00	Repairs and Maintenance	-	-	-	11,500	-
134-2020-521.52-00	Operating Supplies	2,430	23,614	4,644	17,511	20,199
134-2020-521.64-00	Machinery & Equipment	99,965	-	88,940	-	57,170
134-7979-590.49-00	Other Charges/Obligations	383	520	760	-	-
134-7979-590.99-90	Addition to Reserves	-	-	-	66,889	373,105
Total Expenditure		\$ 102,778	\$ 24,134	\$ 94,344	\$ 95,700	\$ 450,474

Building Inspection Fund

Revenue and Expenditures

Account	Description	2018 Actual	2019 Actual	2020 Actual	2021 Budget	2022 Proposed Budget
Revenue						
130-0000-361.10-00	Interest	29	163	206	239	80
130-0000-361.30-00	Interest	(4)	79	86	-	-
130-0000-361.40-00	Interest	(2)	4	42	-	-
130-0000-369.90-05	Misc Rev	7,404	3,438	6,358	8,150	9,314
130-0000-389.98-00	Use of Fund Balance	-	-	-	2,331	1,326
	Total Revenue	\$ 7,427	\$ 3,684	\$ 6,692	\$ 10,720	\$ 10,720
Expenditure						
130-1114-524.40-00	Travel & Per Diem	-	-	-	3,100	3,100
130-1114-524.49-00	Other Charges/Obligations	2	9	16	20	20
130-1114-524.54-01	Books/Pubs/Subscrs/Membs	697	-	-	1,500	1,500
130-1114-524.54-02	Books/Pubs/Subscrs/Membs	1,271	-	-	5,600	5,600
130-1114-524.54-03	Books/Pubs/Subscrs/Membs	1,381	-	-	500	500
	Total Expenditure	\$ 3,351	\$ 9	\$ 16	\$ 10,720	\$ 10,720

Building Inspection Fund

Revenue and Expenditures

Account	Description	2018 Actual	2019 Actual	2020 Actual	2021 Budget	2022 Proposed Budget
Revenue						
135-0000-322.01-00	Build Inspection Permit	1,878,591	1,570,590	1,147,211	962,901	2,576,748
135-0000-322.02-00	Plumbing Inspect Permit	73,381	51,284	55,255	60,210	103,893
135-0000-322.03-00	Electric Inspect Permit	77,755	78,060	61,427	60,259	113,376
135-0000-322.04-00	Mechanical Inspect Permit	115,038	52,141	40,224	44,705	38,206
135-0000-322.06-00	Application Fees	915,885	583,685	515,481	430,667	1,149,425
135-0000-322.07-00	Contractor Registration	(8)	-	-	-	-
135-0000-329.01-00	Other License & Miscellaneous	33,697	9,914	7,060	7,680	5,520
135-0000-329.01-01	Other License & Miscellaneous	58,132	30,053	22,050	14,198	40,620
135-0000-329.01-02	Other License & Miscellaneous	30	-	60	45	-
135-0000-331.80-08	FEMA-Federal Grant	748	-	-	-	-
135-0000-334.80-01	FEMA-State Grant	125	-	-	-	-
135-0000-361.10-00	Interest	51,981	101,903	93,559	110,906	34,673
135-0000-361.30-00	Interest	(10,623)	51,150	39,607	-	-
135-0000-361.40-00	Interest	(4,569)	2,598	18,552	-	-
135-0000-369.41-00	Reim Claims & Exp	30,040	32,981	35,669	33,600	44,443
135-0000-369.90-00	Misc Rev	(316)	(8,840)	13,016	-	-
	Total Revenue	\$ 3,219,887	\$ 2,555,519	\$ 2,049,171	\$ 1,725,171	\$ 4,106,904
Expenditure						
135-1114-524.12-00	Regular Salaries & Wages	557,158	579,178	598,517	715,695	786,623
135-1114-524.12-02	Regular Salaries & Wages	15,811	18,369	20,535	28,880	31,879
135-1114-524.12-06	Regular Salaries & Wages	385	100	873	1,164	1,164
135-1114-524.14-00	Overtime	1,169	4,822	3,768	3,080	3,080
135-1114-524.15-00	Special Pay	479	-	-	-	-
135-1114-524.21-00	FICA/Medicare Taxes	42,149	43,825	45,761	57,498	61,928
135-1114-524.22-01	Retirement Contributions	41,389	56,007	63,382	74,115	92,441
135-1114-524.22-03	Retirement Contributions - Fire Pension	1,949	-	-	-	143,875
135-1114-524.23-00	Medical Insurance	89,002	103,135	104,519	115,806	154,523
135-1114-524.23-02	Medical Insurance	3,544	3,956	4,092	4,730	5,102
135-1114-524.24-00	Worker's Compensation	5,944	9,743	9,786	12,400	12,620
135-1114-524.31-00	Professional Services	12,852	-	-	3,000	3,000
135-1114-524.34-00	Other Contractual Service	141,862	214,580	166,154	380,000	380,000
135-1114-524.34-12	Other Contractual Service	94,648	94,648	114,295	105,129	135,107
135-1114-524.40-00	Travel & Per Diem	1,009	942	-	3,000	3,000
135-1114-524.41-00	Communications Services	7,870	8,004	6,851	7,762	7,762
135-1114-524.42-00	Postage & Transportation	954	1,176	1,076	50	1,200
135-1114-524.44-00	Rentals & Leases	4,592	5,017	8,089	30,913	11,079
135-1114-524.45-01	Insurance	4,597	3,613	3,988	3,141	6,159
135-1114-524.45-02	Insurance	2,429	1,251	1,975	2,628	3,399
135-1114-524.46-00	Repair & Maintenance Services	89,530	35,358	26,265	36,174	25,134
135-1114-524.47-00	Printing & Binding	2,020	839	529	1,608	1,558
135-1114-524.48-00	Promotional	-	-	-	300	-
135-1114-524.49-00	Other Charges/Obligations	42,585	41,654	71,797	55,500	157,100
135-1114-524.51-00	Office Supplies	4,059	2,975	2,168	2,500	2,500
135-1114-524.52-00	Operating Supplies	3,010	34,508	1,593	14,000	14,000
135-1114-524.52-01	Operating Supplies	8,513	9,775	7,031	12,556	12,556
135-1114-524.52-05	Operating Supplies	2,307	1,760	3,061	4,500	4,500
135-1114-524.54-01	Books/Pubs/Subscrs/Membs	159	910	710	1,500	1,500
135-1114-524.54-02	Books/Pubs/Subscrs/Membs	696	2,200	378	6,450	5,450
135-1114-524.54-03	Books/Pubs/Subscrs/Membs	4,008	1,715	4,338	4,400	4,400
135-1114-524.64-00	Machinery & Equipment	57,299	-	-	32,000	37,000
135-7979-590.99-90	Additions to Reserves	-	-	-	5,692	(16,235)
135-7979-590.99-90	Additions to Reserves	-	-	-	5,692	2,013,500
	Total Expenditure	\$ 1,243,978	\$ 1,280,060	\$ 1,271,531	\$ 1,725,171	\$ 4,106,904

3rd Generation Fund

Revenue and Expenditures

Account	Description	2018 Actual	2019 Actual	2020 Actual	2021 Budget	2022 Proposed Budget
Revenue						
138-0000-312.62-00	3rd Generation Sales Tax	3,490,526	3,660,445	3,570,169	3,739,419	3,874,063
138-0000-334.70-04	Grant	81,335	123,913	-	-	-
138-0000-343.90-00	Grant	350	200	50	-	-
138-0000-361.10-00	Interest	107,851	198,899	178,293	209,595	46,840
138-0000-361.30-00	Interest-Unrealized Gain (Loss)	2,303	61,435	75,597	-	-
138-0000-361.40-00	Interest - Realized Gain (Loss)	(2,462)	5,873	35,459	-	-
138-0000-389.98-00	Use of Fund Balance	-	-	-	1,378,974	-
	Total Revenue	\$ 3,679,903	\$ 4,050,765	\$ 3,859,568	\$ 5,327,988	\$ 3,920,903
Expenditure						
138-4047-541.31-00	Professional Services	-	-	5,510	-	5,500
138-4047-541.46-08	Repairs & Maint	325,325	798,250	798,574	-	100,000
138-4047-541.49-00	Other Charges/Obligations	8,432	10,651	13,473	-	-
138-4047-541.63-00	Improv Other Than Bldgs	158,256	39,110	-	-	-
138-4047-541.63-01	Road Improvements	-	-	-	4,080,741	500,000
138-4047-541.63-07	New Construction	-	-	-	-	220,000
138-4047-541.63-84	Sidewalks	-	-	-	-	50,000
138-4047-541.63-86	Sidewalks	90,382	492,494	173,548	1,200,000	810,000
138-4047-541.63-87	Circulation Improvements	-	9,814	(5,510)	-	50,000
138-4047-541.63-90	Improve Other Than Building	466,113	8,829	140,387	47,247	1,125,000
138-7979-581.91-20	Transfer from Capital Proj Fund	-	1,000,000	4,000,000	-	-
138-7979-590.99-90	Addition to Reserves	-	-	-	-	332,463
138-7979-590.99-90	Additions to Reserves	-	-	-	-	727,940
	Total Expenditure	\$ 1,048,508	\$ 2,359,148	\$ 5,125,982	\$ 5,327,988	\$ 3,920,903

Cemetery Fund

Revenue and Expenditures

Account	Description	2018 Actual	2019 Actual	2020 Actual	2021 Budget	2022 Proposed Budget
Revenue						
630-0000-343.80-01	Cemetery Fees	25,100	23,150	30,600	25,000	35,000
630-0000-361.10-00	Interest	2,990	2,369	1,349	1,900	356
630-0000-361.30-00	Interest - Unrealized	(891)	1,206	671	-	-
630-0000-361.40-00	Interest - Realized	(366)	59	235	-	-
630-0000-364.10-00	Disposition of Assets	32,200	29,525	35,850	35,000	36,000
630-0000-381.10-00	Transfer from General Fund	-	-	25,000	66,045	61,859
	Total Revenue	\$ 59,033	\$ 56,309	\$ 93,705	\$ 127,945	\$ 133,215
Expenditure						
630-5508-572.31-00	Professional Services	736	4,030	85	3,000	3,000
630-5508-572.43-00	Utility Services	25,632	11,441	6,683	11,660	11,660
630-5508-572.45-01	Insurance	822	822	892	785	813
630-5508-572.46-00	Repair & Maintenance Services	111,178	96,809	116,738	112,500	115,442
630-5508-572.49-00	Other Charges/Obligations	296	128	103	-	2,300
	Total Expenditure	\$ 138,664	\$ 113,230	\$ 124,501	\$ 127,945	\$ 133,215



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>Debt Service General and Public Safety</i>	<i>Component Fund CRA Downtown</i>
Use of Fund Balance	\$ -	\$ 110,000
<i>Revenues</i>		
Taxes		
Property (Ad Valorem)	\$ -	\$ 990,886
Intergovernmental	-	659,477
Other Revenues	-	3,152
<i>Total Revenues</i>	-	1,653,515
Transfers In	1,681,412	-
<i>Total Revenues and Other Sources</i>	1,681,412	1,653,515
Total Revenues, Transfers, and Balances	\$ 1,681,412	\$ 1,763,515
<i>Expenditures</i>		
Public Safety	1,681,412	-
Economic Environment	-	1,763,515
<i>Total Expenditures</i>	1,681,412	1,763,515
<i>Total Expenditures and Other Uses</i>	1,681,412	1,763,515
Total Appropriations and Reserves	\$ 1,681,412	\$ 1,763,515

CRA Downtown Fund

Revenue and Expenditures

Account	Description	2018 Actual	2019 Actual	2020 Actual	2021 Budget	2022 Proposed Budget
Revenue						
	Ad Valorem - Current	\$ 734,024	\$ 791,225	\$ 837,152	\$ 903,775	\$ 990,886
	Ad Valorem - Sem County Portion	503,456	546,567	584,827	600,670	659,477
	Interest	24,341	25,044	17,238	-	3,152
	Interest - Unrealized Gain (Loss)	(6,036)	12,066	7,690	-	-
	Interest - Realized Gain (Loss)	(2,110)	677	4,620	-	-
	Use of Reserves	-	-	-	-	110,000
	Total Revenue	\$ 1,253,675	\$ 1,375,579	\$ 1,451,527	\$ 1,504,445	\$ 1,763,515
Expenditure						
	Regular Salaries & Wages	\$ 162,098	\$ 146,905	\$ 158,891	\$ 217,944	\$ 212,305
	Overtime	5,640	9,646	5,228	7,000	-
	Special Pay	501	501	426	500	500
	Add Pay	217	234	302	600	600
	FICA/Medicare Taxes	12,550	11,679	12,316	17,323	16,353
	Retirement Contributions	32,674	33,801	30,869	38,797	30,896
	Medical Insurance	32,495	34,438	36,933	42,546	55,098
	Life Insurance	366	419	486	987	937
	Worker's Compensation	3,961	6,183	6,257	15,379	13,884
	Professional Services	69,190	29,266	39,390	30,000	15,000
	Accounting Services	-	-	-	3,000	3,000
	Other Contractual Services	204,730	240,622	266,033	255,120	279,120
	Travel & Per Diem	5,920	2,069	2,030	1,500	-
	Postage & Transportation	1	-	2	106	106
	Insurance	6,265	6,435	6,754	6,957	7,166
	Repair & Maintenance Services	-	29,899	11	-	-
	Printing & Binding	-	1,254	-	-	-
	Promotional Activities	73,488	32,010	52,193	65,000	45,500
	Other Charges/Obligations	1,677	6,849	1,403	6,300	6,300
	Office Supplies	-	41	-	-	-
	Operating Supplies	3,559	-	19,913	100	-
	Books/Pubs/Subscrs/Membs	1,440	3,099	700	1,500	-
	Training	3,375	-	490	1,500	-
	Improve Other Than Building	572,315	131,065	-	-	-
	Grants and Aids	34,585	68,702	20,669	66,759	351,223
	Transfers	725,527	725,527	725,527	725,527	725,527
	Addition to Reserves	-	-	-	-	-
	Total Expenditure	\$ 1,952,594	\$ 1,520,644	\$ 1,386,823	\$ 1,504,445	\$ 1,763,515

CRA Downtown Fund

Revenue and Expenditures

Account	Description	2018 Actual	2019 Actual	2020 Actual	2021 Budget	2022 Proposed Budget
Revenue						
156-0000-311.10-00	Ad Valorem - Current	734,024	791,225	837,152	903,775	990,886
156-0000-311.30-00	Ad Valorem - Sem County Portion	503,456	548,567	584,827	600,670	659,477
156-0000-361.10-00	Interest	24,341	25,044	17,238	-	3,152
156-0000-361.30-00	Interest - Unrealized Gain (Loss)	(6,036)	12,066	7,690	-	-
156-0000-361.40-00	Interest - Realized Gain (Loss)	(2,110)	677	4,620	-	-
156-0000-389.98-00	Use of Reserves	-	-	-	-	110,000
	Total Revenue	\$ 1,253,675	\$ 1,375,579	\$ 1,451,527	\$ 1,504,445	\$ 1,763,515
Expenditure						
156-0108-552.12-00	Regular Salaries & Wages	160,062	146,384	158,448	213,206	207,567
156-0108-552.12-02	Regular Salaries & Wages	2,036	521	443	4,738	4,738
156-0108-552.14-00	Overtime	5,640	9,646	5,228	7,000	-
156-0108-552.15-00	Special Pay	501	501	426	500	500
156-0108-552.15-02	Add Pay	217	234	302	600	600
156-0108-552.21-00	FICA/Medicare Taxes	12,550	11,679	12,316	17,323	16,353
156-0108-552.22-01	Retirement Contributions	15,589	16,932	18,472	23,433	24,667
156-0108-552.22-02	Retirement Contributions	17,085	16,669	12,397	-	-
156-0108-552.22-06	Retirement Contributions	-	-	-	15,364	6,229
156-0108-552.23-00	Medical Insurance	32,495	34,438	36,933	42,546	55,098
156-0108-552.23-02	Life Insurance	386	419	486	987	937
156-0108-552.24-00	Worker's Compensation	3,961	6,183	6,257	15,379	13,884
156-0108-552.31-00	Professional Services	69,190	29,266	39,390	30,000	15,000
156-0108-552.32-00	Accounting Services	-	-	-	3,000	3,000
156-0108-552.34-00	Other Contractual Services	204,730	240,622	266,033	255,120	279,120
156-0108-552.40-00	Travel & Per Diem	5,920	2,069	2,030	1,500	-
156-0108-552.42-00	Postage & Transportation	1	-	2	106	106
156-0108-552.45-01	Insurance	6,265	6,435	6,754	6,957	7,166
156-0108-552.46-00	Repair & Maintenance Services	-	29,899	11	-	-
156-0108-552.47-00	Printing & Binding	-	1,254	-	-	-
156-0108-552.48-00	Promotional Activities	73,488	32,010	52,193	65,000	45,500
156-0108-552.49-00	Other Charges/Obligations	1,677	6,849	1,403	6,300	6,300
156-0108-552.51-00	Office Supplies	-	41	-	-	-
156-0108-552.52-00	Operating Supplies	3,559	-	19,913	100	-
156-0108-552.54-01	Books/Pubs/Subscrs/Membs	1,045	1,244	1,045	1,500	-
156-0108-552.54-02	Books/Pubs/Subscrs/Membs	395	1,855	(345)	-	-
156-0108-552.55-00	Training	3,375	-	490	1,500	-
156-0108-552.63-00	Improve Other Than Building	572,315	131,065	-	-	-
156-0108-552.81-00	Grants and Aids	34,585	68,702	20,669	66,759	351,223
156-7979-581.91-01	Transfers	725,527	725,527	725,527	725,527	725,527
156-9999-591.99-90	Addition to Reserves	-	-	-	-	-
	Total Expenditure	\$ 1,952,594	\$ 1,520,644	\$ 1,386,823	\$ 1,504,445	\$ 1,763,515

Debt Service Fund

Revenue and Expenditures

Account	Description	2018 Actual	2019 Actual	2020 Actual	2021 Budget	2022 Proposed Budget
Revenue						
201-0000-361.10-00	Interest	11,033	13,169	17,062	-	-
201-0000-361.30-00	Interest - Unrealized	(1,773)	6,592	6,890	-	-
201-0000-361.40-00	Interest - Realized	(886)	511	3,712	-	-
201-0000-381.01-04	Transfers - General Fund	1,899,532	1,781,714	1,731,941	1,661,687	1,681,412
	Total Revenue	\$ 1,707,906	\$ 1,801,986	\$ 1,759,605	\$ 1,661,687	\$ 1,681,412
Expenditure						
201-2020-521.71-01	Police Vehicle Lease	481,237	449,226	302,701	469,606	563,207
201-2020-521.72-01	Police Vehicle Lease	18,206	14,771	15,877	23,668	18,664
201-7979-517.71-15	PSC Revenue Bonds Prin	820,000	850,000	875,000	905,000	1,005,000
201-7979-517.72-15	PSC Revenue Bonds Int	346,125	319,475	293,194	263,413	94,541
201-7979-590.49-00	Other Charges/Obligations	979	556	-	-	-
	Total Expenditure	\$ 1,666,547	\$ 1,634,028	\$ 1,486,772	\$ 1,661,687	\$ 1,681,412

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
	Principal	Interest	Debt Service
2021	\$ 905,000	\$ 263,413	\$ 1,168,413
2022	930,000	234,000	1,164,000
2023	965,000	203,775	1,168,775
2024	995,000	172,413	1,167,413
2025	1,025,000	140,075	1,165,075
2026-2028	3,285,000	215,799	3,500,799
	\$ 8,105,000	\$ 1,229,475	\$ 9,334,475

Long Term Debt

Water and Sewer Fund Revenue Bonds and Notes

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

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

(1) Pledge of Revenues - The Series 2003 and 2010 Bonds are payable solely from and collateralized by, the net revenues derived from the:

a. Operations of the System.

b. Water and Sewer System Development Charges - The growth fees and charges levied upon, and collected from, property owners when they first connect to the Water and Sewer System and until released, as provided for in the bond resolution.

(2) Establishment of Various Accounts - The Water and Sewer Bond Resolution provides for the creation and establishment of the following funds and accounts:

a. Revenue Account - To deposit all gross revenues and provide for payment of costs of operation and maintenance of the System.

b. Bond Sinking Fund:

- Interest Account - To deposit monthly from the Revenue Account one-sixth (1/6) of all interest coming due on the next interest payment date.

Long Term Debt

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

 - c. **Renewal, Replacement and Improvement Account** - To deposit monthly from the Revenue Account an amount equal to one-twelfth (1/12) of five percent (5%) of the gross revenues received during the immediately preceding fiscal year until the amount on deposit equals or exceeds \$200,000.
- (3) **Rate Covenants** - The City has covenanted that it will collect rates and charges sufficient to cover either of two debt service coverage options. One debt service coverage option is for revenues, including all earnings and connection fees, to cover the costs of operation and maintenance, exclusive of depreciation, plus 110% of the bond service requirement. The second option is to achieve 105% of the bond debt service requirement, under the prior calculation, plus have sufficient revenues and water and sewer development charges to achieve 120% of the bond debt service requirement.
- (4) **Water and Sewer Fund Bonds Issued and Annual Debt Service Requirements** - The following is a schedule of annual debt service requirements to maturity for the Water and Sewer Fund Bonds and Notes at September 30, 2016:

Fiscal Year Ending September 30,	Note, Series 2010		Total
	Principal	Interest	Debt Service
2021	\$ 2,185,000	\$ 150,043	\$ 2,335,043
2022	1,005,000	94,541	1,099,541
	\$ 3,190,000	\$ 244,584	\$ 3,434,584

Long Term Debt

Bonds, Notes and Loans Payable

The City has revenue bonds and notes outstanding at September 30, 2020. The revenue notes and bonds under governmental activities are secured by several pledged revenue sources. The following is a summary schedule of these long-term obligations of the City and their impact on those present and future pledged revenue sources:

	Purpose of Issue	Revenue Pledged	Amount Issued
Governmental Activities			
Revenue Notes:			
Sales Tax Note, Series 2012	Public safety complex	Sales tax revenues	\$ 15,050,000
Capital Leases:			
City National	Police vehicles	N/A	184,725
City National	Police vehicles	N/A	301,310
U.S. Bancorp Government	Police vehicles	N/A	481,457
U.S. Bancorp Government	Police vehicles	N/A	489,200
Total Governmental Activities:			\$ 16,506,692
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	12,887,771
DW590130	Water Treatment facility rehabilitation	Net revenues of water and sewer system	986,973
DW590131	Biological nutrient removal improvements	Net revenues of water and sewer system	18,488,166
WW590150	Water Treatment facility construction	Net revenues of water and sewer system	9,150,939
WW590191	Drinking Water facility construction	Net revenues of water and sewer system	555,458
Total Water/Sewer Utility Debt			93,441,766
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
SW290140	Stormwater management	Net revenue of the stormwater system	509,302
SW590141	Stormwater management	Net revenue of the stormwater system	4,854,629
Total Stormwater Utility Debt			13,052,615
Mayfair Golf Club Debt:			
Capital Leases:			
Wells Fargo	Lawn Maintenance Equipment	N/A	47,526
Total Mayfair Debt			47,526
Total Business-type Activities:			\$ 106,541,907

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	\$ 8,105,000	3.25%	28.80%	\$ 1,168,850	\$ 3,619,530
Capital Leases:					
City National	96,990	2.850%	N/A	79,159	N/A
City National	129,246	2.700%	N/A	49,040	N/A
U.S. Bancorp Government	423,349	1.994%	N/A	62,764	N/A
U.S. Bancorp Government	63,328	2.020%	N/A	127,616	N/A
Total Governmental Activities:	\$ 8,817,913			\$ 1,487,429	
Business-type Activities					
Water/Sewer Utility Debt:					
Revenue Bonds:					
Revenue Note:					
Series 2010	\$ 3,190,000	3.87%	20.76%	\$ 2,354,052	\$ 14,258,578
State Revolving Fund Loans:					
CS120586220	709,996	3.34% - 3.55%	3.76%	298,384	9,223,014
WW586250	7,264,649	2.42% - 2.48%	15.32%	1,215,000	9,223,014
DW5906010	1,028,763	3.55%	5.47%	433,675	9,223,014
WW590100	1,543,961	2.65%	2.14%	169,415	9,223,014
WW590101	118,957	2.28%	0.16%	12,804	9,223,014
DW590110	270,611	2.71%	0.38%	29,786	9,223,014
DW590120	7,737,064	1.98% - 2.66%	10.94%	722,397	9,223,014
WW590130	867,312	2.63% - 2.87%	0.84%	65,916	9,223,014
WW590131	15,925,480	2.16%	15.10%	1,191,662	9,223,014
WW590150	9,150,939	.58% - 1.09%	0.00%	(1,606)	9,223,014
WW590191	555,457	1.04%	0.00%	-	9,223,014
Total Water/Sewer Utility Debt	48,363,189			6,491,485	
Stormwater Utility Debt:					
State Revolving Fund Loans:					
SWG12058624P	1,928,680	2.52%-2.90%	8.05%	304,577	3,728,481
SW586260	1,547,989	2.80%	4.52%	171,182	3,728,481
SW586261	272,411	2.28%	0.74%	28,140	3,728,481
SW590140	363,952	2.63%	0.74%	277,380	3,728,481
SW590141	4,601,252	1.05%-1.18%	0.00%	298,736	3,728,481
Total Stormwater Utility Debt	8,714,284			1,080,015	
Capital Leases:					
Wells Fargo	-	4.350%	N/A	6,069	N/A
Total Stormwater Utility Debt	-			6,069	
Total Business-type Activities:	\$ 57,077,473			\$ 7,577,569	

Long Term Debt

Enterprise Funds – Loans Payable

Enterprise Funds loans payable at September 30, 2020 are as follows:

Primary Government: Stormwater:

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

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

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

State Revolving Fund Loan SW590140 payable, \$509,302 authorized, \$509,302 drawn for planning and design for drainage, payable in 40 equal semiannual installments, including interest at 2.63%, on February 15 and August 15 of each year.

State Revolving Fund Loan SW590141 payable, \$5,847,753 authorized, \$4,854,629 drawn for planning and design for drainage, payable in 40 equal semiannual installments, including interest at 1.18% on \$4,554,300, 1.05% on \$1,293,453 on November 15 and May 15 of each year.

State Revolving Fund Loans:	
SWG12058624P	\$ 1,928,680
SW586260	1,547,989
SW5826261	272,411
SW590140	363,952
SW590141	<u>4,601,252</u>
Total Stormwater Utility Debt	<u>\$ 8,714,284</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, \$12,887,771 drawn for meter replacements and pre-chlorinated water pipe bursting auxiliary plant looping, payable in 40 equal semiannual installments, including interest at 1.98% to 2.66%, on February 15 and August 15 of each year.

Long Term Debt

Enterprise Funds – Loans Payable

State Revolving Fund Loan WW590130 payable, \$986,973 authorized, \$986,973 drawn for construction of wastewater transmission, collection, reuse, and treatment facilities, payable in 40 equal semiannual installments, including interest at 2.63% to 2.87%, on April 15 and October 15 of each year.

State Revolving Fund Loan WW590131 payable, \$18,488,166 authorized, \$18,488,166 drawn for construction of biological nutrient removal improvements, payable in 40 equal semiannual installments, including interest at 2.28%, on April 15 and October 15 of each year.

State Revolving Fund Loan WW590150 payable, \$10,401,065 authorized, \$9,150,939 drawn for construction of wastewater pollution control facilities, payable in 40 equal semiannual installments, including interest at .545% to 1.09%, on May 15 and November 15 of each year.

State Revolving Fund Loan WW590191 payable, \$587,650 authorized, \$555,457 drawn for construction of treatment plan facilities, payable in 20 equal semiannual installments, including interest at 1.04%, on February 15 and August 15 of each year.

State Revolving Fund Loans:	
CS120586220	\$ 709,996
WW586250	7,264,649
DW5906010	1,028,763
WW590100	1,543,961
WW590101	118,957
DW590110	270,611
DW590120	7,737,064
WW590130	867,312
WW590131	15,925,480
WW590150	9,150,939
WW590191	555,457
Total Stormwater Utility Debt	\$ 45,173,189

Required principal and interest deposits for State Revolving Fund (SRF) loans are presented as part of restricted assets for debt service. SRF Loan payments for the first years are based upon the full loan amount available, not the monies actually drawn to

Long Term Debt

date. After completion of the project, a final loan dollar amount is established and a final loan payment/amortization schedule is established. Maturity schedules for those loans which have final loan payment/amortization schedules are as follows (loans DW590120, DW590130, DW590131, WW590150 and WW590191 are not closed out and do not have a final loan payment/amortization schedule at September 30, 2020):

Enterprise Funds – Loans Payable

Fiscal Year Ending September 30,	SRF SWG12058624P		
	Principal	Interest	Total
2021	\$ 253,613	\$ 50,964	\$ 304,577
2022	260,587	43,990	304,577
2023	267,752	36,825	304,577
2024	275,116	29,462	304,578
2025	282,682	21,895	304,577
2026-2027	588,930	20,221	609,151
	<u>\$ 1,928,680</u>	<u>\$ 203,357</u>	<u>\$ 2,132,037</u>

Fiscal Year Ending September 30,	SRF Loan SW586260		
	Principal	Interest	Total
2021	\$ 128,733	\$ 42,449	\$ 171,182
2022	132,363	38,819	171,182
2023	136,095	35,087	171,182
2024	139,932	31,250	171,182
2025	143,878	27,304	171,182
2026-2031	866,988	74,513	941,501
	<u>\$ 1,547,989</u>	<u>\$ 249,422</u>	<u>\$ 1,797,411</u>

Fiscal Year Ending September 30,	SRF Loan SW586261		
	Principal	Interest	Total
2021	\$ 21,560	\$ 6,580	\$ 28,140
2022	22,560	5,580	28,140
2023	23,077	5,063	28,140
2024	23,606	4,534	28,140
2025	24,147	3,993	28,140
2026-2031	156,967	11,873	168,840
	<u>\$ 271,917</u>	<u>\$ 37,623</u>	<u>\$ 309,540</u>

Long Term Debt

Enterprise Funds – Loans Payable

Fiscal Year Ending September 30,	SRF Loan DW590140		
	Principal	Interest	Total
2021	\$ 18,567	\$ 9,452	\$ 28,019
2022	19,059	8,960	28,019
2023	19,563	8,456	28,019
2024	20,081	7,938	28,019
2025	20,613	7,406	28,019
2026-2031	111,543	28,552	140,095
2032-2037	127,110	12,985	140,095
2038-2039	27,416	603	28,019
	<u>\$ 363,952</u>	<u>\$ 84,352</u>	<u>\$ 448,304</u>

Fiscal Year Ending September 30,	SRF Loan DW590141		
	Principal	Interest	Total
2021	\$ 224,106	\$ 53,274	\$ 277,380
2022	226,740	50,640	277,380
2023	229,405	47,975	277,380
2024	232,102	45,278	277,380
2025	234,830	42,550	277,380
2026-2031	1,468,096	196,184	1,664,280
2032-2037	1,574,730	89,550	1,664,280
2038-2039	411,243	4,827	416,070
	<u>\$ 4,601,252</u>	<u>\$ 530,278</u>	<u>\$ 5,131,530</u>

Fiscal Year Ending September 30,	SRF Loan CS120586220		
	Principal	Interest	Total
2021	\$ 276,963	\$ 21,421	\$ 298,384
2022	286,291	12,093	298,384
2023	146,742	2,449	149,191
	<u>\$ 709,996</u>	<u>\$ 35,963</u>	<u>\$ 745,959</u>

Fiscal Year Ending September 30,	SRF Loan WW586250		
	Principal	Interest	Total
2021	\$ 1,044,758	\$ 170,242	\$ 1,215,000
2022	1,070,302	144,698	1,215,000
2023	1,096,472	118,528	1,215,000
2024	1,123,281	91,718	1,214,999
2025	1,150,746	64,254	1,215,000
2026-2027	1,779,089	43,414	1,822,503
	<u>\$ 7,264,648</u>	<u>\$ 632,854</u>	<u>\$ 7,897,502</u>

Long Term Debt

Enterprise Funds – Loans Payable

Fiscal Year Ending September 30,	SRF Loan DW590601		
	Principal	Interest	Total
2021	\$ 400,678	\$ 32,997	\$ 433,675
2022	415,029	18,646	433,675
2023	213,056	3,782	216,838
	<u>\$ 1,028,763</u>	<u>\$ 55,425</u>	<u>\$ 1,084,188</u>

Fiscal Year Ending September 30,	SRF Loan WW590100		
	Principal	Interest	Total
2021	\$ 129,351	\$ 40,064	\$ 169,415
2022	132,802	36,613	169,415
2023	136,344	33,071	169,415
2024	139,981	29,434	169,415
2025	143,745	25,700	169,445
2026-2030	614,234	63,425	677,659
2031	247,534	6,586	254,120
	<u>\$ 1,543,991</u>	<u>\$ 234,893</u>	<u>\$ 1,778,884</u>

Fiscal Year Ending September 30,	SRF Loan WW590101		
	Principal	Interest	Total
2021	\$ 10,149	\$ 2,655	\$ 12,804
2022	10,382	2,422	12,804
2023	10,620	2,184	12,804
2024	10,863	1,940	12,803
2025	11,112	1,692	12,804
2026-2030	47,056	4,157	51,213
2031	18,774	430	19,204
	<u>\$ 118,956</u>	<u>\$ 15,480</u>	<u>\$ 134,436</u>

Fiscal Year Ending September 30,	SRF Loan DW590110		
	Principal	Interest	Total
2021	\$ 22,605	\$ 7,181	\$ 29,786
2022	23,221	6,565	29,786
2023	23,855	5,931	29,786
2024	24,506	5,280	29,786
2025	25,174	4,612	29,786
2026-2030	107,756	11,388	119,144
2031	43,494	1,185	44,679
	<u>\$ 270,611</u>	<u>\$ 42,142</u>	<u>\$ 312,753</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 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 \$36,210, respectively, as of September 30, 2020.

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 \$426,404, respectively, as of September 30, 2020.

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 \$489,200 and \$300,424, respectively, as of September 30, 2020.

On March 30, 2018 the City entered into a lease agreement with a local finance company to finance the acquisition of police vehicles. The agreement has a 4-year fixed term at 2.68% and calls for quarterly payments of \$19,790. The aggregate cost and accumulated depreciation of the governmental activities machinery & equipment asset acquired through the capital lease are \$301,310 and \$148,284, respectively, as of September 30, 2020.

On June 10, 2019 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 2.85% and calls for quarterly payments of \$12,260. The aggregate cost and accumulated depreciation of the governmental activities machinery & equipment asset acquired through the capital lease are \$184,725 and \$56,136, respectively, as of September 30,

Capital Leases

2020.

On January 30, 2020 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 1.994% and calls for quarterly payments of \$32,382. The aggregate cost and accumulated depreciation of the governmental activities machinery & equipment asset acquired through the capital lease are \$120,955 and \$11,091, respectively, as of September 30, 2020.

The future minimum lease obligations and the net present value of these minimum lease payments as of September 30, 2020, were as follows:

Year Ending September 30,	Governmental Activities
2021	\$ 317,534
2022	194,357
2023	162,308
2024	<u>62,764</u>
Total minimum lease payments	736,963
Less: Amount representing interest costs	<u>(24,050)</u>
Present value of minimum lease payments	<u>\$ 712,913</u>

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				
2011	-	16,155,000	855,000	518,760	18,153,995	34,110,664	-	69,793,419	2,140,245,586	3.3%	1,306
2012	-	14,375,000	650,000	836,051	16,948,428	32,719,107	-	65,528,586	2,207,000,608	3.0%	1,212
2013	-	13,680,000	440,000	1,185,616	15,788,466	33,513,261	-	64,607,343	2,272,702,597	2.8%	1,199
2014	-	12,960,000	225,000	1,192,447	14,720,000	39,807,828	-	68,905,275	2,386,109,874	2.9%	1,241
2015	-	12,215,000	-	1,170,776	12,975,000	43,601,820	-	69,962,596	2,378,761,400	2.9%	1,230
2016	-	11,445,000	-	1,057,538	11,165,000	49,356,037	-	73,023,575	2,211,604,736	3.3%	1,276
2017	-	10,650,000	-	978,584	9,280,000	52,654,250	-	73,562,834	2,585,576,817	2.8%	1,272
2018	-	9,830,000	-	798,657	7,325,000	56,344,418	-	74,298,075	2,727,351,614	2.7%	1,259
2019	-	8,980,000	-	534,157	5,295,000	55,363,430	-	70,172,587	2,954,858,907	2.4%	1,259
2020	-	8,105,000	-	712,913	5,370,000	60,034,586	-	74,222,499	3,133,326,005	2.4%	1,208

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

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

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

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

Pledge Revenue Coverage

Last Ten Fiscal Years

Proprietary Funds								
Water and Sewer Revenue Bonds								
Fiscal Year	Gross Revenues (1), (5)	Water System Development Charges (7)	Operating Expenses (2)	Not Available For Debt Service	Debt Service Requirements (3)		Coverage	
					Principle	Interest		
2010	\$ 20,294,405	\$ 837,165	\$ 11,915,644	\$ 9,215,926	\$ 1,120,000	\$ 769,764		4.88
2011	21,108,818	927,715	12,667,718	9,368,815	1,365,000	729,164		4.47
2012	22,027,671	928,700	12,416,929	10,539,442	1,415,000	681,389		5.03
2013	22,570,956	536,916	12,509,032	10,598,840	1,470,000	624,789		5.06
2014	23,710,035	620,429	14,759,306	9,571,158	1,745,000	569,664		4.14
2015	24,522,417	833,080	14,791,336	10,564,161	1,810,000	501,945		4.57
2016	25,925,613	1,262,084	16,475,549	10,712,148	1,885,000	431,891		4.62
2017	24,069,532	3,216,696	16,139,681	11,146,547	1,955,000	416,745		4.70
2018	27,656,617	2,400,876	16,401,102	13,656,391	2,030,000	344,534		5.75
2019	27,726,796	2,586,030	16,054,248	14,258,578	2,105,000	249,052		6.06

Water and Sewer State Revolving Loans							
Fiscal Year	Gross Revenues (1)	Less: Operating Expenses (2)*	Net Available For Debt Service	Debt Service Requirements (4)		Coverage	
				Principle	Interest		
2011	\$ 20,294,405	\$ 13,805,408	\$ 6,488,997	\$ 1,854,547	\$ 757,727		2.48
2012	21,108,818	14,761,882	6,346,936	1,967,848	705,047		2.37
2013	22,027,671	14,513,318	7,514,353	2,439,435	649,489		2.43
2014	22,570,956	14,603,821	7,967,135	2,381,877	597,388		2.37
2015	23,710,035	17,073,970	6,636,065	2,410,939	565,114		2.23
2016	24,522,417	17,103,281	7,419,136	2,300,903	575,379		2.58
2017	25,925,613	18,792,440	7,133,173	2,332,799	794,761		2.28
2018	24,069,532	18,511,426	5,558,106	3,414,129	458,891		1.44
2019	27,656,617	18,775,636	8,880,981	3,385,491	910,300		2.07
2020	27,726,796	18,408,300	9,318,496	3,262,030	862,914		2.26

Pledge Revenue Coverage

Last Ten Fiscal Years

Proprietary Funds						
Stormwater Revenue Bonds						
Stormwater Revenues	Less: Operating Expenses (2)	Not Available For Debt Service	Debt Service Requirements (4)		Coverage	
			Principle	Interest		
\$ 3,731,188	\$ 1,895,947	\$ 1,835,241	\$ 191,564	\$ 4,239		9.37
4,066,178	1,915,200	2,150,978	-	-		-
4,269,917	1,686,945	2,582,972	-	-		-
4,474,837	1,641,644	2,833,193	-	-		-
4,774,373	1,678,762	3,095,611	-	-		-
5,121,169	1,746,804	3,374,365	-	-		-
5,451,107	1,760,504	3,690,603	-	-		-
5,647,313	1,863,116	3,784,197	-	-		-
5,784,842	1,875,154	3,909,688	-	-		-
5,881,675	2,153,194	3,728,481	-	-		-
Stormwater State Revolving Loans						
Stormwater Revenues	Less: Operating Expenses (2)	Not Available For Debt Service	Debt Service Requirements (4)		Coverage	
			Principle	Interest		
\$ 3,731,188	\$ 2,091,750	\$ 1,639,438	\$ 245,250	\$ 191,783		3.75
4,066,178	1,915,200	2,150,978	321,442	183,107		4.26
4,269,917	1,686,945	2,582,972	325,628	175,662		5.15
4,474,837	1,641,644	2,833,193	334,549	166,650		5.65
4,774,373	1,678,762	3,095,611	343,733	157,392		6.18
5,121,169	1,746,804	3,374,365	353,171	148,494		6.73
5,451,107	1,760,504	3,690,603	531,716	155,325		5.37
5,647,313	1,863,116	3,784,197	388,885	140,029		7.15
5,784,842	1,875,154	3,909,688	554,555	273,004		4.72
5,881,675	2,153,194	3,728,481	536,102	269,002		4.63

Pledge Revenue Coverage

Last Ten Fiscal Years

Sales Tax Note				
Fiscal Year	Half-Cent Sales Tax	Debt Service Requirements (4), (8)		Coverage
		Principle	Interest	
2011	\$ 2,939,839	\$ 640,000	\$ 708,749	2.18
2012	3,098,395	670,000	585,968	2.47
2013	3,213,921	695,000	467,188	2.77
2014	3,400,139	720,000	444,600	2.92
2015	3,564,749	745,000	421,200	3.06
2016	3,714,761	770,000	396,988	3.18
2017	3,860,271	795,000	371,963	3.31
2018	4,048,497	820,000	346,125	3.47
2019	3,716,479	850,000	319,475	3.18
2020	3,857,320	875,000	291,850	3.31

Pledge Revenue Coverage

Last Ten Fiscal Years

CRA Note					
Fiscal Year	CRA Ad Valorem Taxes	Debt Service Requirements (4)		Coverage (6)	
		Principle	Interest		
2011	\$ 1,097,603	\$ 195,000	\$ 36,645		4.74
2012	1,014,246	205,000	29,840		4.32
2013	1,025,900	210,000	22,685		4.41
2014	1,117,433	215,000	15,397		4.85
2015	951,384	225,500	7,853		4.08
2016	-	-	-		-
2017	-	-	-		-
2018	-	-	-		-
2019	-	-	-		-
2020	-	-	-		-

- (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 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 FY2011.

INTERNAL SERVICE FUNDS

- **INTERNAL SERVICE FUNDS SCHEDULE**
- **GENERAL LIABILITY INSURANCE FUND**
- **HEALTH INSURANCE FUND**

Internal Services Fund

Revenue and Expenditures

	General Insurance	Health Insurance	Total Internal Service
Use of Net Assets	\$ -	\$ 432,001	\$ 432,001
Revenues			
Charges for Services	\$ 2,528,925	\$ 8,316,071	\$ 10,844,996
Other Revenues	23,260	147,032	170,292
Total Revenues	2,552,185	8,463,103	11,015,288
<i>Total Revenues and Other Sources</i>	<i>2,552,185</i>	<i>8,463,103</i>	<i>11,015,288</i>
Total Revenues, Transfers, and Balances	\$ 2,552,185	\$ 8,895,104	\$ 11,447,289
Expenses			
Total Expenses	-	-	-
Other Uses	2,552,185	8,895,104	11,447,289
<i>Total Expenses and Other Uses</i>	<i>2,552,185</i>	<i>8,895,104</i>	<i>11,447,289</i>
Total Appropriations and Reserves	\$ 2,552,185	\$ 8,895,104	\$ 11,447,289

General Liability Insurance Fund

Revenue and Expenditures

Account	Description	2018 Actual	2019 Actual	2020 Actual	2021 Budget	2022 Proposed Budget
Revenue						
520-0000-341.20-01	Internal Service Fees	1,195,721	1,213,579	1,338,700	1,201,484	1,295,385
520-0000-341.20-02	Internal Service Fees	305,977	116,594	151,929	205,388	273,435
520-0000-341.20-04	Internal Service Fees	471,460	835,883	841,940	1,091,765	960,105
520-0000-361.10-00	Interest	44,155	72,576	68,600	62,477	23,260
520-0000-361.30-00	Interest - Unrealized Gain (Loss)	(10,936)	35,771	29,875	-	-
520-0000-361.40-00	Interest - Realized Gain (Loss)	(4,543)	2,071	13,947	-	-
520-0000-369.30-00	Reimbursement of Claims	11,166	20,353	208	-	-
520-0000-369.30-02	Reimbursement of Claims	41,230	-	-	-	-
520-0000-369.41-00	Reimbursement of Claims	-	58,751	-	-	-
520-0000-369.50-00	Reimbursement of Claims	(73,138)	769,833	425,281	-	-
520-0000-369.90-00	Reimbursement of Claims	-	-	6,000	-	-
Total Revenue		\$ 1,981,092	\$ 3,125,411	\$ 2,878,480	\$ 2,561,114	\$ 2,552,185
Expenditure						
520-7979-581.91-01	Transfers	3,650	-	-	-	-
520-7979-590.12-00	Regular Salaries & Wages	95,663	82,770	76,856	72,850	72,850
520-7979-590.21-00	FICA/Medicare Taxes	7,318	6,331	5,879	7,150	7,150
520-7979-590.31-06	Other	413,264	1,288,762	401,425	603,703	603,703
520-7979-590.31-12	Worker's Compensation Misc Prof	58,765	67,217	56,196	98,151	98,151
520-7979-590.31-50	Professional Service/Same Year Recov	(695,501)	(39,533)	306,936	-	-
520-7979-590.45-01	Operating Liability	398,988	424,521	560,871	513,670	513,670
520-7979-590.45-02	Auto Liability	69,890	169,742	195,928	205,387	205,387
520-7979-590.45-03	Surety Bond	6,885	14,430	6,460	6,000	6,000
520-7979-590.45-04	Worker's Compensation Premium Pmt	52,338	(28,034)	391,299	369,112	369,112
520-7979-590.45-05	Property Liability	297,207	311,353	362,762	386,285	386,285
520-7979-590.45-06	AD&D	6,987	7,115	13,522	8,609	8,609
520-7979-590.45-07	Insurance/Sports Accident Policy	11,365	8,242	33,087	28,666	28,666
520-7979-590.45-08	W/C Quarterly Install	22,021	17,190	10,813	20,799	20,799
520-7979-590.45-09	Stop Loss Deductible	81,584	80,117	75,749	114,687	114,687
520-7979-590.45-10	Storage Tank Liability	-	-	-	6,910	6,910
520-7979-590.45-11	Insurance/ General Liability TPA	18,417	18,621	17,880	18,629	18,629
520-7979-590.45-12	Special Events	13,929	12,839	11,804	15,535	15,535
520-7979-590.49-00	Other Charges/Obligations	3,880	4,745	5,432	2,500	2,500
520-7979-590.49-87	Safety Incentive Program	2,631	2,919	2,652	20,000	20,000
520-7979-590.99-90	Additions to Reserves	-	-	-	62,471	53,542
Total Expenditure		\$ 869,281	\$ 2,449,347	\$ 2,535,551	\$ 2,561,114	\$ 2,552,185

Health Insurance Fund

Revenue and Expenditures

Account	Description	2018 Actual	2019 Actual	2020 Actual	2021 Budget	2022 Proposed Budget
Revenue						
530-0000-341.20-20	Internal Services Fees - City	4,421,105	5,178,170	5,702,965	5,042,462	6,413,552
530-0000-341.20-21	Internal Service Fees - Employee	957,584	1,033,843	1,071,604	1,069,728	1,067,832
530-0000-341.20-22	Internal Service Fees - Retirees	640,067	720,165	756,532	702,641	834,687
530-0000-361.10-00	Interest	40,309	66,725	77,403	26,000	28,000
530-0000-361.30-00	Interest - Unrealized	(9,622)	32,412	30,935	-	-
530-0000-361.40-00	Interest - Realized	(4,062)	1,778	15,977	-	-
530-0000-369.01-00	Cobra Payments	-	4,054	6,467	3,000	4,000
530-0000-369.02-00	Retiree Payments	108,838	131,518	116,018	120,288	109,032
530-0000-369.03-00	Active Employee Leave	3,136	2,013	65	-	-
530-0000-369.41-00	Reimbursement of Claims	6,043	-	7,433	6,000	6,000
530-0000-369.50-00	Miscellaneous Income	82,113	79,242	252,538	-	-
530-0000-389.98-00	Additions to Reserves	-	-	-	-	432,001
Total Revenue		\$ 6,245,511	\$ 7,249,920	\$ 8,037,937	\$ 6,970,119	\$ 8,895,104
Expenditure						
530-7905-562.31-00	Professional Services	354,617	320,528	364,118	365,531	397,029
530-7905-562.34-00	Other Contractual Services	243,981	259,803	243,872	266,724	255,544
530-7905-562.41-00	Communication Services	4,869	6,378	6,558	4,572	4,572
530-7905-562.43-00	Utility Services	1,868	2,094	2,033	2,219	2,219
530-7905-562.44-00	Rentals & Leases	1,875	1,908	2,055	1,884	1,884
530-7905-562.46-00	Repair & Maintenance Services	327	172	1,674	850	850
530-7905-562.47-00	Printing & Binding	129	111	111	-	-
530-7905-562.49-00	Other Charges/Obligations	7,055	6,893	3,534	6,825	6,825
530-7905-562.52-00	Operating Supplies	108,977	126,993	120,820	127,600	131,000
530-7979-562.12-00	Wellness Program	26,756	32,556	36,689	22,500	22,500
530-7979-562.21-00	Wellness Program	2,040	2,459	2,792	2,500	2,500
530-7979-562.23-00	Wellness Program	1,000	-	-	-	-
530-7979-562.23-16	Health Reimbursement/HRA	28,024	11,294	21,898	75,050	75,000
530-7979-562.23-25	Medical Insurance/Excess Risk	839,493	951,991	997,247	916,987	878,695
530-7979-562.23-35	Medical Insurance/Copay Reimb	53,208	32,795	16,728	35,814	35,814
530-7979-562.31-00	Professional Services	-	(28,815)	23,685	-	-
530-7979-562.31-01	Professional Services	4,928,005	3,712,485	4,092,523	4,732,207	6,671,766
530-7979-562.31-50	Professional Services-Recovery	(193,381)	(215,316)	(263,741)	-	-
530-7979-562.31-96	Professional Services	295,274	316,761	327,763	341,356	341,406
530-7979-562.46-00	Repair & Maintenance Services	11,193	11,192	11,386	10,000	-
530-7979-562.49-00	Other Charges/Obligations	32,043	10,024	10,099	57,500	67,500
530-7979-562.52-00	Operating Supplies	-	3,342	24,880	-	-
Total Expenditure		\$ 6,747,353	\$ 5,565,648	\$ 6,046,724	\$ 6,970,119	\$ 8,895,104

CAPITAL PROJECTS FUNDS

- **CAPITAL PROJECTS FUNDS SCHEDULE**
- **RECREATION CAPITAL FUND**
- **EQUIPMENT REPLACEMENT FUND**

Capital Projects Fund

Revenue and Expenditures

	<i>Equipment Replacement</i>	<i>Recreation Capital Recovery</i>	<i>Total Capital Funds</i>
Revenues			
Capital Replacement Fee	\$ -	\$ 6,437	\$ 6,437
Other Revenues	-	116	116
Total Revenues	-	6,553	6,553
Transfers In	3,011,122	-	3,011,122
Debt Proceeds	824,000	-	824,000
Total Revenues and Other Sources	3,835,122	6,553	3,841,675
Total Revenues, Transfers, and Balances	\$ 3,835,122	\$ 6,553	\$ 3,841,675
Expenditures			
General Government	\$ 843,650	\$ -	\$ 843,650
Public Safety	1,756,678	-	1,756,678
Physical Environment	329,000	-	329,000
Transportation	187,000	-	187,000
Culture and Recreation	718,794	-	718,794
Total Expenditures	3,835,122	-	3,835,122
Addition to Reserve (Fund Balance)	-	6,553	6,553
Total Appropriations and Reserves	\$ 3,835,122	\$ 6,553	\$ 3,841,675

Capital Projects Fund

Revenue and Expenditures

Account	Description	2018 Actual	2019 Actual	2020 Actual	2021 Budget	2022 Proposed Budget
Revenue						
310-0000-331.49-02	Federal Grants/FDOT	-	7,000,000	-	-	-
310-0000-334.50-10	State Grants	24,000	-	-	-	-
310-0000-334.70-04	State Grants	24,366	200,000	-	-	-
310-0000-334.70-05	Culture/Recreation/Land & Water Conserv Grant	(67,500)	-	-	-	-
310-0000-334.70-07	Culture/Recreation/Dept of Economic Opp	-	48,500	-	-	-
310-0000-334.90-02	Grant/FRDAP	-	50,000	-	-	-
310-0000-337.30-00	Grants From Other Lcl Unit/Sem County Interlocal	1,086,068	207,893	-	-	-
310-0000-361.10-00	Interest Earned/Interest Earned	34,781	(76,132)	(311,349)	-	-
310-0000-361.30-00	Interest Earned/Unrealized Gain (Loss)	(4,580)	(33,760)	(108,656)	-	-
310-0000-361.40-00	Interest Earned/Realized Gain (Loss)	(2,726)	(1,943)	(55,197)	-	-
310-0000-366.90-00	Contribn/Donate-Private/Misc Private Sources	200	-	-	-	-
310-0000-369.41-00	Other Miscellaneous Revenue	3,370,334	-	-	-	-
310-0000-381.14-00	Interfund Transfers/From Impact Fee Fund	456,255	1,566,317	28,720	-	-
310-0000-381.40-00	Transfers/Solid Waste	184,000	-	-	-	-
310-0000-381.60-00	Interfund Transfers/From General Fund	-	152,294	4,000,000	-	-
	Total Revenue	\$ 5,105,198	\$ 9,113,169	\$ 3,553,518	\$ -	\$ -
Expenditure						
310-0102-512.40-00	Travel and Per Diem	127	-	-	-	-
310-0102-512.61-00	Land Acquisitions	-	2,039	-	-	-
310-0102-559.34-00	Other Contractual Services	278,249	(37,034)	-	-	-
310-0102-559.40-00	Travel & per Diem	2,759	1,687	-	-	-
310-0102-559.54-01	Books/Pubs/Subscrs/Membs	-	350	-	-	-
310-0102-559.54-02	Books/Pubs/Subscrs/Membs	63	188	-	-	-
310-1010-515.46-00	Repair & Maintenance Services	40,000	-	-	-	-
310-1110-515.31-00	Professional Services	-	48,500	-	-	-
310-4046-539.63-00	Improve Other Than Building	1,901,893	1,179,415	-	-	-
310-4047-541.63-00	Improve Other Than Building	941,528	12,796,810	5,197,563	-	-
310-4048-572.34-00	Other Contractual Services	33,000	-	-	-	-
310-4048-572.63-00	Improve Other Than Building	601,188	-	-	-	-
310-5508-572.61-00	Land Acquisitions	-	565,530	11,384	-	-
310-5508-572.63-00	Improve Other Than Building	-	557,531	12,325	-	-
310-7979-581.91-22	Transfers	-	-	6,000,000	-	-
310-7979-590.49-00	Other Charges/Obligations	2,849	-	-	-	-
	Total Expenditure	\$ 3,801,656	\$ 15,115,016	\$ 11,221,272	\$ -	\$ -

Recreation Capital Fund

Revenue and Expenditures

Account	Description	2018 Actual	2019 Actual	2020 Actual	2021 Budget	2022 Proposed Budget
Revenue						
340-0000-347.50-80	Capital Recovery Fee	8,462	10,050	5,624	5,000	6,437
340-0000-361.10-00	Interest	670	314	338	306	116
340-0000-361.30-00	Interest - Unrealized	(231)	152	150	-	-
340-0000-361.40-00	Interest - Realized	(87)	8	69	-	-
	Total Revenue	\$ 8,814	\$ 10,524	\$ 6,181	\$ 5,306	\$ 6,553
Expenditure						
340-5502-575.46-00		14,100	-	-	-	-
340-5502-575.52-00		3,051	-	-	-	-
340-5502-575.63-00		35,125	-	-	-	-
340-7979-590.49-00	Other Charges/Obligations	71	19	27	-	-
340-7979-591.99-90	Addition to Reserves	-	4,489	-	5,306	6,553
	Total Expenditure	\$ 52,347	\$ 4,508	\$ 27	\$ 5,306	\$ 6,553

Equipment Replacement Fund

Revenue and Expenditures

Account	Description	2018 Actual	2019 Actual	2020 Actual	2021 Budget	2022 Proposed Budget
Revenue						
360-0000-331.80-08	Public Safety Grant - FEMA	-	171,034	8,910	-	-
360-0000-334.20-24	Public Safety Grants/FDLE JAG	-	-	45,968	-	-
360-0000-334.80-01	Public Safety Grant - FEMA	-	9,560	932	-	-
360-0000-344.90-00	Other Transportation	4,000,000	-	-	-	-
360-0000-361.10-00	Interest	174,398	309,543	180,338	-	-
360-0000-361.30-00	Interest - Unrealized	(36,508)	155,290	69,047	-	-
360-0000-361.40-00	Interest - Realized	(7,624)	8,009	32,694	-	-
360-0000-364.41-00	Sale of Capital Asset	288,297	435,131	230,923	-	-
360-0000-366.24-00	Donations	-	-	19,800	-	-
360-0000-369.90-00	Miscellaneous Income	-	298,874	53,910	-	-
360-0000-381.60-00	Transfers - General Fund	1,328,711	2,339,629	3,948,135	3,037,689	3,011,122
360-0000-384.00-00	Debt Service	301,310	184,725	481,457	800,000	824,000
360-0000-389.98-00	Use of Fund Balance	-	-	6,000,000	-	-
Total Revenue		\$ 6,048,584	\$ 3,911,795	\$ 11,072,114	\$ 3,837,689	\$ 3,835,122
Expenditure						
360-0104-512.46-00	Repair & Maintenance Services	-	-	-	7,000	-
360-0104-512.52-00	Operating Supplies	-	-	19,166	-	-
360-0105-513.52-00	Operating Supplies	-	-	-	3,000	1,650
360-0402-513.46-00	Repair & Maintenance Services	35,123	59,803	61,018	-	-
360-0402-513.52-00	Operating Supplies	434,809	131,777	116,877	55,000	252,000
360-0402-513.64-00	Machinery & Equipment	82,350	44,485	65,157	125,000	590,000
360-1103-519.64-00	Operating Supplies	23,018	47,217	-	-	-
360-2020-521.46-00	Repair & Maintenance Services	8,120	6,104	113,122	-	-
360-2020-521.52-00	Operating Supplies	30,250	95,245	138,253	63,380	111,178
360-2020-521.64-00	Machinery & Equipment	509,523	423,896	200,032	815,000	824,000
360-3001-522.46-00	Operating Supplies	-	-	3,756	-	40,000
360-3001-522.52-00	Operating Supplies	19,800	55,176	81,515	45,500	44,000
360-3001-522.64-00	Machinery & Equipment	76,736	279,476	722,292	1,400,000	697,500
360-3002-522.46-00	Operating Supplies	-	-	3,790	-	-
360-3002-522.64-00	Machinery & Equipment	-	33,221	35,229	-	40,000
360-3003-522.46-00	Operating Supplies	-	-	3,863	-	-
360-3003-522.52-00	Operating Supplies	-	95,579	21,579	-	-
360-3003-522.64-00	Machinery & Equipment	-	38,420	83,827	-	-
360-4001-539.64-00	Machinery & Equipment	-	-	46,841	-	-
360-4041-539.64-00	Machinery & Equipment	-	-	-	20,000	-
360-4042-539.52-00	Operating Supplies	11,628	36,087	-	-	-
360-4042-539.64-00	Machinery & Equipment	-	-	-	10,000	140,000
360-4046-539.46-00	Repair & Maintenance Services	32,725	47,439	69,514	-	90,000
360-4046-539.52-00	Operating Supplies	3,495	-	-	-	-
360-4046-539.64-00	Machinery & Equipment	-	34,403	-	56,000	99,000
360-4047-541.52-00	Operating Supplies	-	-	3,790	1,500	-
360-4047-541.64-00	Machinery & Equipment	131,921	-	70,497	550,000	187,000
360-5052-572.46-00	Repair & Maintenance Services	6,177	-	-	-	-
360-5501-572.46-00	Repair & Maintenance Services	14,078	-	-	-	-
360-5501-572.52-00	Operating Supplies	-	-	-	-	-
360-5501-572.64-00	Machinery & Equipment	-	71,914	-	-	-
360-5502-575.46-00	Repair & Maintenance Services	-	16,115	58,276	-	-
360-5502-575.52-00	Operating Supplies	-	-	-	11,526	-
360-5502-575.63-00	Improve Other Than Building	-	-	69,421	165,173	-
360-5502-575.64-00	Machinery & Equipment	-	26,832	60,876	39,005	60,820
360-5508-572.46-00	Repair & Maintenance Services	-	541,040	229,571	239,733	-
360-5508-572.52-00	Operating Supplies	9,615	-	138,403	-	-
360-5508-572.63-00	Improve Other Than Building	141,694	15,862	423,988	194,610	582,356
360-5508-572.64-00	Machinery & Equipment	69,703	70,586	-	36,262	75,618
360-7979-581.91-22	Intragovernmental Transfer	84,000	84,000	239,173	-	-
360-7979-590.49-00	Other Charges/Obligations	14,672	16,931	12,787	-	-
Total Expenditure		\$ 1,739,437	\$ 2,271,608	\$ 3,092,613	\$ 3,837,689	\$ 3,835,122



CITY OF
SANFORD
FLORIDA

WORKFORCE

- **FULL TIME EQUIVALENT STAFFING LEVELS**
- **SUMMARY OF FTE'S CHANGES**
- **GRADE SCHEDULE**

City of Sanford

Full-Time Equivalent Staffing Levels

Fund	Department/Division	Final Budget FY2019/2020	Final Budget FY2020/2021	Final Budget FY2021/2022	Change
General Fund					
	City Manager's Office	4.00	4.00	4.00	-
	City Manager/Communications	-	-	1.00	1.00
	City Manager/Economic Development	2.05	1.90	1.90	-
	City Manager/Community Relations	1.25	1.28	1.28	-
	City Clerk	3.00	3.00	3.00	-
	Human Resources	4.00	4.00	4.50	0.50
	Financial Services/Accounting	10.00	10.00	11.00	1.00
	Financial Services/IT	5.50	5.50	5.50	-
	Financial Services/Purchasing	1.97	1.97	1.97	-
	Community Development/Business Tax Receipts	1.19	1.19	1.24	0.05
	Community Development/Community Improvement	6.50	6.15	6.15	-
	Community Development/Planning	9.15	9.50	10.50	1.00
	Police Administration	15.29	15.29	15.29	-
	Police Patrol	76.00	76.00	77.00	1.00
	Police Strategic Services	56.00	56.00	59.00	3.00
	Police Professional Stds and Comm Eng	10.66	10.66	10.66	-
	Fire Operations	75.00	75.00	75.00	-
	Fire Prevention	4.00	4.00	4.00	-
	Fire Administration	7.05	7.05	7.05	-
	Public Works Administration	3.35	3.35	3.35	-
	Public Works Fleet	8.00	8.00	8.00	-
	Public Works Facilities	9.00	8.00	8.00	-
	Public Works Streets	13.75	13.75	14.75	1.00
	Recreation/Museum	3.10	3.10	3.10	-
	Recreation	10.95	10.95	11.20	0.25
	Recreation/Special Facilities	20.75	26.75	27.50	0.75
	Recreation Parks & Grounds	26.50	26.50	26.50	-
Total Fund		388.01	392.89	402.44	9.55

City of Sanford

Full-Time Equivalent Staffing Levels

LIHEAP Fund

Community Improvement/LIHEAP	3.25	3.22	3.22	-
Total Fund	3.25	3.22	3.22	-

Building Inspection Fund

Community Improvement/Building Inspection	11.16	11.16	12.11	0.95
Total Fund	11.16	11.16	12.11	0.95

Solid Waste Fund

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

Stormwater Fund

Public Works/Stormwater	18.80	18.80	18.80	-
Total Fund	18.80	18.80	18.80	-

Water & Sewer Fund

Public Works/Water & Sewer/Administration	22.35	22.35	22.35	-
Public Works/Water & Sewer/Plants	47.50	49.50	49.50	-
Public Works/Water & Sewer/Water Distribution	18.00	18.00	18.00	-
Public Works/Water & Sewer/Wastewater Collections	20.00	20.00	20.00	-
Total Fund	107.85	109.85	109.85	-

Community Redevelopment Agency

CRA	3.78	3.78	3.78	-
Total Fund	3.78	3.78	3.78	-

GRAND TOTAL	534.95	542.80	553.30	10.50
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**Authorized Positions by Service Area
Summary of FTEs
Changes for FY 21-22 by Department/Division**

City Manager:

- ❖ **City Manager** - Addition of an Intern position and creation of a Communications Office division.
- ❖ **Communications Office**- Transfer of the Public Information Officer position from the City Managers division to the Communications division.

Human Resources:

- ❖ **Human Resources** – Addition of a part-time Administrative III position during FY 2021.

Development Services:

- ❖ **Business Tax Receipts** – Reclassification .05 of the Information and Licensing Coordinator position from the Building Inspection Fund to recognize the appropriate allocation of time.
- ❖ **Planning and Development** - Addition of an Administrative Specialist I position.
- ❖ **Building Inspection Fund** - Reclassification (.05) of the Information and Licensing Coordinator position to the Business Tax Receipts division to recognize the appropriate allocation of time. Addition of a Plan Examiner position during FY 2021.

Finance:

- ❖ **Finance** – Addition of a Capital Improvement Budget and Asset Manager.
- ❖ **Purchasing** - Reclassification of a Purchasing Analyst position to a Purchasing Coordinator position.

Police:

- ❖ **Patrol** – Addition of a Community Service Officer position during FY 2021.

- ❖ **Strategic Services** – Addition of three police officers during FY 2021.

Public Works:

- ❖ **Streets** – Addition of a Litter Control - Maintenance Worker 1 FTE to assist with City-wide litter control.

Recreation:

- ❖ **Recreation**– Reclassification of (.5) Administrative Specialist I to Special Facilities; reclassification of recreation leader part-time .75 from Special Facilities.
- ❖ **Special Facilities** - Reclassification of .5 Administrative Specialist from Recreation. Increase Administrative Specialist from .5 FTE to 1 FTE; reclassification of Recreation Leader part-time to Recreation (.75); reclassification of a Civic Center Supervisor, Recreation Supervisor, and a Stadium Supervisor to three Recreation Facility Supervisors; reclassification of a Lead Maintenance Worker to a Recreation Facility Coordinator; and a (.5) FTE Bus Driver.

City of Sanford Grade Schedule

Class Codes	Min Annual Salary	Max Annual Salary
ACCOUNTANT	47,128	76,555
ACCREDITATION MANAGER	44,884	72,910
ADMINISTRATIVE COORDINATOR	38,773	62,982
ADMINISTRATIVE SERVICES MANAGER	60,149	97,706
ADMINISTRATIVE SERVICES MANAGER (SPD)	57,285	93,052
ADMINISTRATIVE SPECIALIST I	27,554	44,760
ADMINISTRATIVE SPECIALIST III	36,926	59,983
ADMINISTRATIVE SPECIALST II	31,898	51,815
AFTER SCHOOL TUTOR	47,128	76,556
ASSISTANCE PLANT MANAGER	54,557	88,622
BATTALION CHIEF - EMS	71,098	110,069
BATTALION CHIEF - OPERATIONS	71,098	110,069
BATTALION CHIEF - TRAINING	71,098	110,069
BUILDIN CODES INSPECTOR III	51,958	84,402
BUILDING CODES INSPECTOR I	42,746	69,437
BUILDING CODES INSPECTOR II	47,128	76,555
BUILDING OFFICIAL	69,630	113,107
BUS DRIVER	30,380	49,348
CAPITAL IMPROVEMENT BUDGET AND ASSET MANAGER	54,557	88,622
CDBG PROGRAM MANAGER	60,149	97,707
CHIEF ACOUNTANT	54,557	88,622
CODE ENFORCEMENT OFFICER	38,773	62,982
CODE ENFORCEMENT SUPERVISOR	47,128	76,556
COMMUNITY RELATIONS DIRECTOR	76,766	124,699
COMMUNITY SERVICE OFFICER	35,168	57,127
CREW LEADER	40,711	66,131
CRIME ANALYST	44,884	72,910
CRIME SCENE/EVIDENCE TECHNCIAN	38,773	62,982
CUSTODIAL WORKER I	22,669	36,824
CUSTODIAL WORKER II	26,243	42,629
CUSTOMER SERVICE REP	30,379	49,348
CUSTOMER SERVICE SUPERVISOR	36,926	59,983
CUSTOMER SERVICE SUPERVISOR - UTILITIES	40,711	66,131
DEPUTY BUILDING OFFICAL	60,149	97,707
DEPUTY CITY CLERK	42,746	69,437
DEPUTY CITY MANAGER	119,090	193,451
DEPUTY FIRE CHIEF	82,311	127,429
DEPUTY POLICE CHIEF	82,311	127,429
DEVELOPMENT SERVICES MANAGER	66,315	107,721
DIRECTOR OF DEVELOPMENT SERVICES	102,875	167,109
DIRECTOR OF PLANNING & DEV.	93,310	151,574
DOCENTS	21,590	35,071
ECONOMIC DEV & PROMOTIONS DIRE	76,766	124,699
ECONOMIC DEVELOPMENT PROJECT MANAGER	66,315	107,721
ELECTRICAL TECHNICIAN	40,711	66,131
ENVIRONMENTAL ADMINISTRATIVE SPECIALIST	35,168	57,126
ENVIRONMENTAL COORDINATOR	54,557	88,622
ENVIRONMENTAL TECHNICIAN	35,168	57,127
EQUIPMENT OPERATOR I	28,933	46,998
EQUIPMENT OPERATOR II	31,898	51,815
EQUIPMENT OPERATOR III	35,168	57,127
EQUIPMENT OPERATOR IV	40,711	66,130
EXECUTIVE ASST TO CITY MANAGER	49,485	80,383
FIELD SERVICE TECHNICIAN	28,933	46,998

City of Sanford Grade Schedule

Class Codes	Min Annual Salary	Max Annual Salary
FINANCE DIRECTOR	93,310	151,574
FINANCE MANAGER	73,112	118,761
FIRE CHIEF	97,976	159,153
FIRE FIGHTER EMT	44,400	74,857
FIRE FIGHTER PARAMEDIC	45,731	77,103
FIRE LIEUTENANT	60,809	102,526
FIRE MARSHALL	74,676	115,591
FIRE PROTECTION INSPECTOR	47,128	76,555
FISCAL SPECIALIST	36,926	59,983
FISCAL TECHNICIAN	33,493	54,406
FLEET MAINTENANCE SUPT	54,557	88,622
GIS ANALYST	44,884	72,910
HISTORIC PRESERVATION PLANNER	51,958	84,402
HUMAN RESOURCES DIRECTOR	93,310	151,574
INDUSTRIAL PRETREATMENT COOR	54,557	88,622
INFORMATION AND LICENSING COORDINATOR	47,128	76,555
INSTRUMENT CONTROL SPECIALIST	44,884	72,910
INTERN	30,014	34,632
INVENTORY AND PARTS TECHNICIAN	30,379	49,348
IRRIGATION TECHNICIAN	35,168	57,127
LEAD CUSTOMER SERVICE REP	33,493	54,406
LEAD GROUNDSKEEPER	36,926	59,983
LEAD MAINTENANCE WORKER	28,933	46,998
LEAD PARTS TECHNICIAN	33,493	54,406
LEAD WASTEWATER OPERATOR	49,485	80,383
LEAD WATER OPERATOR	49,485	80,383
LIFEGUARD	21,590	35,071
LIFT STATION OPERATOR	35,168	57,127
LIHEAP OUTREACH TECHNICIAN	23,803	38,665
LITTER CONTROL - MAINTENANCE WORKER	22,668	36,824
MAINTENANCE WORKER	24,993	40,599
MECHANIC I	33,493	54,406
MECHANIC II	36,926	59,983
MECHANIC III	40,711	66,131
MUSEUM ASSISTANT	30,379	49,348
MUSEUM CURATOR	44,884	72,910
NETOWRK OPERATIONS MANAGER	73,112	118,761
NETWORK ENGINEER	60,149	97,706
PARK RANGER	31,898	51,815
PARKS & RECREATION OPNS MANAGER	60,149	97,706
PARKS/RECREATION OPERATIONS SUPT.	51,958	84,402
PAYROLL ANALYST	40,711	66,131
PERFORMANCE MANAGEMENT COORDINATOR	49,485	80,383
PERMIT COORDINATOR	30,379	49,348
PLANNER	49,485	80,383
PLANNING ENGINEER	63,156	102,590
PLANNING MANAGER	66,315	107,721
PLANNING TECHNICIAN	38,773	62,982
PLANS EXAMINER	51,958	84,402
PLANS EXAMINER II	60,149	97,707
PLANTS MANAGER	63,156	102,590
POLICE CAPTAIN	74,676	115,591
POLICE CHIEF	97,976	159,153

City of Sanford Grade Schedule

Class Codes	Min Annual Salary	Max Annual Salary
POLICE LIEUTENANT	71,109	110,076
POLICE OFFICER	48,067	74,439
POLICE OFFICER CADET	34,632	56,256
POLICE RECORDS TECHNICIAN	31,898	51,815
POLICE SERGEANTS	58,375	90,482
POOL SUPERVISOR	42,746	69,437
PROJECT MANAGER/PLANNING & ENG	63,156	102,590
PROJECT MANAGER/PUBLIC WORKS	63,156	102,590
PROPERTY/FIXED ASSETS TECH	33,493	54,406
PUBLIC INFOR OFFICER-PS	63,156	102,591
PUBLIC INFORMATION AND COMMUNICATIONS OFFICER - CITY	60,149	97,706
PUBLIC WORKS DIRECTOR	102,874	167,110
PUBLIC WORKS ENGINEER	63,156	102,591
PUBLIC WORKS MAINTENANCE SUPT	54,557	88,622
PURCHASING COORDINATOR	51,958	84,402
PURCHASING MANAGER	69,630	113,107
RECORDS MANAGER	54,557	88,622
RECORDS SUPERVISOR	36,925	59,982
RECREATION ACTIVITY LEADER	21,590	35,070
RECREATION FACILITY COORDINATOR	33,493	54,406
RECREATION FACILITY SUPERVISOR	47,128	76,556
RECREATION LEADERS	21,590	35,071
RECREATION SERVICES DIRECTOR	93,310	151,574
RECREATION SERVICES LEADER	21,590	35,071
RECREATION SERVICES MANAGER	69,630	113,107
RECREATION SERVICES SUPERVISOR	36,926	59,983
RISK MANAGEMENT ADMINISTRATOR	60,149	97,706
SENIOR HR ANALYST-BENEF,WELL,RA	49,485	80,383
SENIOR HR ANALYST-RECRUIT & EMP REL	51,958	84,402
SENIOR PLANNER	51,958	84,402
SENIOR PUBLIC WORKS INSPECTOR	49,485	80,383
SIGN TECHNICIAN	28,933	46,998
SIGN/TRAFFIC COORDINATOR	44,884	72,910
SOLID WASTE CUSTOMER SUPPORT	35,168	57,126
SOLID WASTE MANAGER	51,958	84,402
SPECIAL EVENTS COORDINATOR	47,128	76,556
SPRAY TECHNICIAN	36,926	59,983
STREETS SUPERINTENDENT	57,285	93,053
STREETS/SOTRMWATER SUPT	57,285	93,053
SYSTEM ANALYST	54,557	88,622
SYSTEM SECURITY ADMINISTRATOR	54,557	88,622
SYSTEMS ENGINEER	60,149	97,706
TRADES MAINTENANCE TECH I	31,898	51,815
TRADES MAINTENANCE TECH II	38,773	62,982
URBAN FORESTER	44,884	72,910
UTILITY BILLING AND CUSTOMER SERVICE COORDINATOR	36,925	59,982
UTILITY BILLING COORDINATOR	33,493	54,406
UTILITY CREW LEADER	42,746	69,437
UTILITY ENGINEER TECHNICIAN	40,711	66,130
UTILITY FIELD SERVICE TECH III	36,925	59,982
UTILITY FIELD SERVICE TECH I	28,933	46,997
UTILITY FIELD SERVICE TECH II	31,898	51,815
UTILITY FIELD SPECIALIST	36,926	59,983
UTILITY INSPECTOR	42,746	69,437

City of Sanford Grade Schedule

Class Codes	Min Annual Salary	Max Annual Salary
UTILITY OPERATIONS MANAGER	63,156	102,590
UTILITY OPERATIONS SPECIALIST	36,926	59,983
UTILITY OPERATIONS TECHNICIAN	40,711	66,131
UTILITY PLANT MAINT/MECHANIC	42,746	69,437
UTILITY PLANT OPERATOR TRAINEE	33,493	54,406
UTILITY SUPPORT SERVICES MGR	73,112	118,761
UTILITY SYSTEMS ENGINEER	63,156	102,590
UTILITY SYSTEMS INSPCTNS SPRVS	51,958	84,402
UTILITY SYSTEMS MAINT SUPV	44,884	72,910
UTILITY WASTEWTF PLANT OPR II	42,746	69,437
UTILITY WASTEWTR PLANT OPR I	36,926	59,983
UTILITY WASTEWTR PLANT OPR III	44,884	72,910
UTILITY WATER PLANT OPR I	36,926	59,983
UTILITY WATER PLANT OPR II	42,746	69,437
UTILITY WATER PLANT OPR III	44,884	72,909
VOLUNTEER PROGRAM COORDINATOR	33,493	54,406
W/WW QUALITY CONTROL TECHNICIAN	40,711	66,131
WATER QUALITY SPECIALIST	49,485	80,383
WATER RESOURCE ENGINEER	63,156	102,590



CITY OF
SANFORD
FLORIDA

CAPITAL IMPROVEMENT PLAN

- **FIVE YEAR CAPITAL PLAN**
- **CAPITAL PLAN PROJECT DETAIL**

City of Sanford

Five Year Capital Plan

	2022	2023	2024	2025	2026	Total
Governmental						
Revenues						
Impact Fees - Fire	100,000	1,235,785	-	15,000	-	1,350,785
Impact Fees - Police	77,369	202,910	-	-	-	280,279
Impact Fees - Recreation	269,499	637,085	-	-	-	906,584
Transfers from General Fund	3,011,122	3,101,458	3,194,499	3,290,334	3,389,044	15,986,457
Debt Proceeds	824,000	848,720	874,182	900,407	927,419	4,374,728
Grants*	-	-	-	-	-	-
Total Governmental Capital Funding	\$ 4,281,990	\$ 6,025,956	\$ 4,068,681	\$ 4,205,741	\$ 4,316,465	\$ 22,898,833
Expenditures						
<u>Fire</u>						
Rescue Replacements (2)	-	-	-	280,000	-	280,000
Ballistic Protection & EMS Equipment for Active Shooter	15,000	-	-	-	35,000	50,000
SCBA Units	8,000	386,000	-	-	-	394,000
Station 38 Roof repair	40,000	-	-	-	-	40,000
Cardiac Monitor***	-	245,000	-	-	-	245,000
Engine Replacement	640,000	-	670,000	-	-	1,310,000
Replacement Dive Truck	-	160,000	-	-	-	160,000
Station 38 Driveway and Drainage Repairs	-	75,000	-	-	-	75,000
Inspector Vehicle Replacement	40,000	-	-	-	45,000	85,000
Equipment	30,000	170,100	3,000	128,000	115,600	446,700
Bunker Gear Washer	-	12,000	-	-	-	12,000
Bunker Gear Dryer***	-	-	-	15,000	-	15,000
Boat	-	150,000	70,000	-	-	220,000
Gas Monitors	6,000	-	8,000	-	-	14,000
Station 32 Alerting***	60,000	-	-	-	-	60,000
Vents Fans***	40,000	-	-	-	-	40,000
Dive Gear	24,500	-	-	-	-	24,500
USAR Equipment	18,000	15,000	42,000	12,000	12,000	99,000
Fire Station 40***	-	3,500,000	-	-	-	3,500,000
Tower - 40***	-	1,630,000	-	-	-	1,630,000
Engine - 40***	-	740,000	-	-	-	740,000
Rescue - 40***	-	340,000	-	-	-	340,000
Equipment - 40***	-	174,500	-	-	-	174,500
Thermal Imaging Cameras	-	-	-	-	130,000	130,000
Cascade Breathing Compressor	-	-	60,000	-	-	60,000
Staff Vehicles	-	-	-	50,000	-	50,000
Utility Vehicle Replacements	-	-	-	50,000	52,000	102,000
EMS Bicycle Replacements (4)	-	12,000	-	-	-	12,000
Total Fire	921,500	7,609,600	853,000	535,000	389,600	10,308,700
<u>City Manager</u>						
Furniture	-	16,725	6,857	-	-	23,582
Total City Manager	-	16,725	6,857	-	-	23,582
<u>Economic Development</u>						
Furniture	-	3,345	-	-	-	3,345
Total Economic Development	-	3,345	-	-	-	3,345
<u>City Clerk</u>						
Furniture	-	10,035	-	-	-	10,035
Total City Clerk	-	10,035	-	-	-	10,035
<u>Planning</u>						
Vehicle Replacement	-	35,000	-	-	-	35,000
Furniture	-	50,175	-	-	-	50,175
Total Planning	-	85,175	-	-	-	85,175

City of Sanford

Five Year Capital Plan

	2022	2023	2024	2025	2026	Total
<u>Community Improvement</u>						
Vehicle Replacements	-	25,000	25,000	-	-	50,000
Total Community Improvement	-	25,000	25,000	-	-	50,000
<u>Human Resources</u>						
Office Furniture	1,650	15,075	-	-	-	16,725
Total Human Resources	1,650	15,075	-	-	-	16,725
<u>Finance - Information Technology</u>						
Equipment and Hardware	842,000	189,199	346,849	53,807	250,000	1,681,855
Office Furniture	-	38,528	-	-	-	38,528
Total Finance- Information Technology	842,000	227,727	346,849	53,807	250,000	1,720,383
<u>Police</u>						
Vehicle Replacements	824,000	848,720	874,182	900,407	927,419	4,374,728
Video Monitoring System***	-	195,700	201,571	207,818	213,847	818,736
PSC Security Cameras (5)	26,523	27,319	28,138	28,982	29,852	140,814
Fingerprint Scanner	7,000	7,210	7,426	7,649	7,879	37,164
Handheld Traffic Radars	6,365	6,556	6,753	6,956	-	26,630
Unmanned Aerial Vehicle (UAV)***	25,000	-	-	-	-	25,000
Computer Voice Stress Analysis (CVSA)***	10,000	-	-	-	-	10,000
Blinds for Community Room ***	7,000	-	-	-	-	7,000
Samurai Talino KA-L Omega ***	5,499	-	-	-	-	5,499
Magnet Axiom***	11,170	-	-	-	-	11,170
GrayKey***	11,000	-	-	-	-	11,000
Motorcycle Tablet Mounts***	7,700	-	-	-	-	7,700
Rifle replacements	62,000	-	-	-	-	62,000
Motorcycle Helmet Communications	9,290	-	-	-	-	9,290
Equipment***	-	40,085	-	-	-	40,085
Equipment	-	472,786	29,922	9,600	9,600	521,908
Total Police	1,012,547	1,598,376	1,147,992	1,161,212	1,188,597	6,108,723
<u>Recreation</u>						
Parks and Grounds - Improvements	246,924	329,322	261,962	353,658	277,916	1,469,782
Parks and Grounds - Building Rehabilitation - 6th Street	-	276,975	-	-	-	276,975
Parks and Grounds - Mike Kirby Park	75,618	-	-	-	-	75,618
Parks and Grounds - Equipment	-	63,593	27,245	38,059	14,937	143,834
Parks and Grounds - Ft Mellon Green Space	335,432	-	-	-	-	335,432
Parks and Grounds - Ft Mellon Shade Structure***	25,308	-	-	-	-	25,308
Parks and Grounds - Goldsboro Trail***	236,778	45,428	-	-	-	282,206
Groveview Playground	-	637,085	-	-	-	637,085
Parks and Grounds - Town Center Traffic Median Irrigation	-	463,500	-	-	-	463,500
Parks and Grounds - Vehicle Replacements	-	45,398	20,448	104,702	96,592	267,140
Parks and Grounds - McKibbins Park Basketball & Tennis Courts	-	607,718	-	-	-	607,718
Equipment	-	499,460	296,952	-	42,000	838,412
22 Gold Medal Lane Lines for Aquatic Center	-	-	10,890	-	-	10,890
Furniture	-	34,599	72,515	-	-	107,114
Cultural Arts Center HVAC System	-	-	26,000	-	-	26,000
Senior Center Partitions	-	13,870	-	-	-	13,870
Vehicle Replacements	-	42,924	-	-	-	42,924
Museum Security System Upgrade***	7,413	-	-	-	-	7,413
Cultural Arts Center Interior Painting	-	-	34,868	-	-	34,868
Aquatic Center Timing System	-	5,300	-	-	-	5,300
Civic Center Parking lots	35,012	-	-	-	-	35,012
Aquatic Center Roof	-	13,260	-	-	-	13,260
Museum Paint Exterior	-	-	-	10,089	-	10,089
Museum Light Fixtures	-	25,869	-	-	-	25,869
Westside Community Center Painting	-	-	-	20,000	-	20,000
Civic Center Floor Stage, Refinishing	-	15,000	-	-	-	15,000
Civic Center Painting	-	36,720	-	-	-	36,720
Civic Center Partition	-	5,833	-	-	-	5,833
Aquatic Center Painting	-	-	-	5,500	-	5,500
Stadium Refurbishment	-	-	-	-	242,760	242,760
Stadium Infield Leveling & Refurbishment	-	140,000	-	-	-	140,000
Senior Center Interior Painting	-	22,440	-	-	-	22,440
Light Duty Workman	25,808	-	-	-	-	25,808
Westside Air Conditioners	-	157,442	-	-	-	157,442
Aquatic Center Shade Structures	-	-	-	30,000	-	30,000
Total Recreation	988,293	3,481,736	750,880	562,008	674,205	6,457,122

City of Sanford

Five Year Capital Plan

	2022	2023	2024	2025	2026	Total
Public Works						
Streets - Flatbed Dump Truck	170,000	-	170,000	-	-	340,000
Streets - Pickup Truck	-	-	28,000	-	-	28,000
Streets - Clam Truck	-	170,000	-	-	-	170,000
Streets - Massey Ferguson 383 - Bush Hog Tractor	-	36,794	-	-	-	36,794
Streets - Matrix message board	17,000	-	-	-	-	17,000
Streets - Equipment	-	155,000	8,835	75,000	-	238,835
Fleet - Heavy Truck Lift	75,000	-	-	-	-	75,000
Fleet - Vehicle Replacement	45,000	-	-	-	-	45,000
Fleet - Equipment	20,000	47,549	-	11,852	-	79,401
Facilities - Vehicle Replacements	-	-	35,000	-	-	35,000
Facilities - Pickup Truck Replacement	-	30,000	25,855	-	-	55,855
Facilities - Welcome Center - Window Repair / Replace	90,000	-	-	-	-	90,000
Facilities - Education Resource A/C Units	60,000	-	-	-	-	60,000
Facilities - Welcome Center - Carpet	-	-	-	30,000	-	30,000
Facilities - Welcome Center - HVAC	-	-	-	22,000	-	22,000
Facilities - City Hall - Paint	-	33,000	-	-	-	33,000
Facilities - Goldsboro Museum - Carpet	-	-	-	-	7,804	7,804
Facilities - Goldsboro Museum - HVAC	-	28,700	-	-	-	28,700
Facilities - Historic Goldsboro Blvd LED lighting	-	30,000	-	-	-	30,000
Facilities - Commission Chamber - Door Opener	-	-	3,345	-	-	3,345
Facilities - Equipment	39,000	257,732	145,167	61,704	-	503,603
Facilities - Bucket Truck	-	-	95,523	196,894	-	292,417
Health - Equipment	-	100,000	91,422	-	-	191,422
Administration - Vehicles	-	-	24,528	-	-	24,528
Administration - Office Furniture	-	3,247	-	-	-	3,247
	516,000	892,022	627,675	397,450	7,804	2,440,951
Total Capital Projects Expenditures	4,281,990	13,964,816	3,758,253	2,709,477	2,510,206	27,162,385.49
Surplus/(Deficit)	-	(7,938,851)	310,428	1,496,265	1,806,259	(4,263,553)

Roads and Streets

Local Option Gas Tax						
Revenues						
Local Option Gas Tax	1,796,930	1,306,563	1,345,760	1,386,133	1,427,717	7,263,103
Total Capital Funding	1,796,930	1,306,563	1,345,760	1,386,133	1,427,717	7,263,103
Expenditures						
Street Rehabilitation Program	1,025,243	525,243	541,000	555,000	570,000	3,216,486
Total Capital Expenditures	1,025,243	525,243	541,000	555,000	570,000	3,216,486
Surplus/(Deficit)	771,687	781,320	804,760	831,133	857,717	4,046,617

Development Services

Building						
Revenues						
Revenues	37,000	-	-	-	-	37,000
Total Capital Funding	37,000	-	-	-	-	37,000
Expenditures						
Vehicle Replacement	37,000	-	-	-	-	37,000
Total Capital Expenditures	37,000	-	-	-	-	37,000
Surplus/(Deficit)	-	-	-	-	-	-

Roads and Streets

City of Sanford

Five Year Capital Plan

	2022	2023	2024	2025	2026	Total
<u>Third Generation Sales Tax</u>						
Revenues						
Sales Tax	3,541,600	3,647,848	3,757,283	3,870,002	3,986,102	18,802,835
Use of Reserve	-	-	-	-	-	-
Total Capital Funding	3,541,600	3,647,848	3,757,283	3,870,002	3,986,102	18,802,835
Expenditures						
Streets - ADA Compliance	110,000	110,000	110,000	110,000	110,000	550,000
Streets - Equipment	50,000	-	-	-	-	50,000
Streets - Restrooms	220,000	1,000,000	-	-	-	1,220,000
Streets - Streets	1,575,000	1,000,000	-	-	-	2,575,000
Streets - Sidewalks	700,000	307,988	323,387	333,089	343,081	2,007,545
Streets - Traffic calming	50,000	50,000	50,000	50,000	50,000	250,000
Streets - Street lighting	50,000	55,000	60,000	61,800	63,654	290,454
Total Capital Expenditures	2,755,000	2,522,988	543,387	554,889	566,735	6,942,999
Surplus/(Deficit)	786,600	1,124,860	3,213,896	3,315,113	3,419,367	11,859,837
Stormwater						
Revenues						
Rate Revenue	6,155,000	3,490,000	830,000	775,000	775,000	12,025,000
Use of Reserves	-	-	-	-	-	-
Total Capital Funding	6,155,000	3,490,000	830,000	775,000	775,000	12,025,000
Expenditures						
Pipelining (Citywide)	150,000	150,000	150,000	150,000	150,000	750,000
Land Acquisition	2,000,000	-	-	-	-	2,000,000
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
Live Oak Blvd Drainage improvements	50,000	-	-	-	-	50,000
Aero Lane Drainage and Roadway	125,000	-	-	-	-	125,000
Pump Branch Phase 1	750,000	2,250,000	-	-	-	3,000,000
Pump Branch Phase 2	600,000	-	-	-	-	600,000
Mellonville Drainage	1,500,000	-	-	-	-	1,500,000
Equipment	530,000	640,000	230,000	175,000	175,000	1,750,000
Total Capital Expenditures	6,155,000	3,490,000	830,000	775,000	775,000	12,025,000
Surplus/(Deficit)	-	-	-	-	-	-
Water/Wastewater						
Revenues						
Operating Reserves	11,389,885	6,134,585	9,070,273	6,471,560	-	33,066,323
Water Rate Revenue	1,817,500	756,075	745,058	784,459	-	4,103,092
Wastewater Rate Revenue	2,712,790	2,568,024	3,268,715	3,079,875	-	11,629,404
Water System Development Charges	663,703	420,000	880,000	250,000	-	2,213,703
Sewer System Development Charges	1,070,000	2,520,000	1,855,000	2,100,000	-	7,545,000
Grant Funding	3,005,138	250,000	3,166,250	2,616,250	-	9,037,638
Debt Proceeds	13,297,345	6,160,000	1,616,250	1,616,250	-	22,689,845
Total Capital Funding	33,958,361	18,808,684	20,601,546	16,918,414	-	90,285,005
<u>Administration - Water</u>						
Expenditures						
Equipment and Hardware	20,600	46,218	21,855	47,510	-	136,183
Total Administration - Water	20,600	46,218	21,855	47,510	-	136,183
<u>Administration - Wastewater</u>						
Expenditures						
Equipment and Hardware	50,600	21,218	46,855	22,510	-	141,183
Total - Administration - Wastewater	50,600	21,218	46,855	22,510	-	141,183
<u>Water Treatment Plants, Wellfield and Water Quality</u>						
Consumptive Use Permit Monitoring	35,000	35,000	35,000	35,000	-	140,000

City of Sanford

Five Year Capital Plan

	2022	2023	2024	2025	2026	Total
Auxiliary Water Treatment Plant Improvements	51,500	53,045	54,636	56,275	-	215,456
Vehicle Replacement	30,000	30,000	30,000	30,000	-	120,000
Main WTP Improvements**	6,147,345	-	-	-	-	6,147,345
Main WTP-Future Treatment	-	50,000	100,000	100,000	-	250,000
Water Well Rehab	150,000	154,500	159,135	163,909	-	627,544
Elevated Water Tank Improvements	45,000	46,350	47,741	49,173	-	188,264
Future WTP Planning and Supply Analysis	413,703	-	-	-	-	413,703
Future WTP Planning and Supply Analysis*	631,297	-	-	-	-	631,297
Design and Construction of WTP No. 3 at the SSWRC**	-	285,000	1,116,250	1,116,250	-	2,517,500
Design and Construction of WTP No. 3 at the SSWRC**	-	-	1,116,250	1,116,250	-	2,232,500
Pipeline/Wellfield Improvements**	-	175,000	500,000	500,000	-	1,175,000
Pipeline/Wellfield Improvements**	-	-	500,000	500,000	-	1,000,000
Hidden Lakes New Well**	800,000	-	-	-	-	800,000
Asset Man/SOP's/Safety Plan/Etc	200,000	100,000	50,000	50,000	-	400,000
Security Improvements	100,000	-	-	-	-	100,000
Equipment Replacement & Rehab	82,400	84,872	87,418	90,041	-	344,731
Total - Water Treatment Plants, Wellfield and Water Quality	8,686,245	1,013,767	3,796,430	3,805,698	-	17,303,340
North Water Reclamation Facility						
North Water Reclamation Facility Improvements	226,600	233,398	240,400	247,612	-	948,010
Disc Filtration System & RW Distribution Loop Pressurization System	2,000,385	-	-	-	-	2,000,385
RW Distribution Loop Pressurization, Facility Irrigation System, Sod	-	250,000	150,000	-	-	400,000
New Reclaimed Water Distribution Pump Station	1,000,000	-	-	-	-	1,000,000
New Reclaimed Water Distribution Pump Station*	837,000	-	-	-	-	837,000
Flow Equalization Basin, FEB Pump Station, MLS Wet Well	-	725,000	2,400,000	-	-	3,125,000
Electrical System Improvements / Upgrades	500,000	600,000	700,000	600,000	-	2,400,000
New Transfer Pump Station	1,025,000	-	-	-	-	1,025,000
New Transfer Pump Station*	800,000	-	-	-	-	800,000
New 10 MG Reclaimed Water Ground Storage Tank	1,175,000	-	-	-	-	1,175,000
New 10 MG Reclaimed Water Ground Storage Tank*	736,841	-	-	-	-	736,841
Front Entrance Wall, Gate and Landscaping	550,000	-	-	-	-	550,000
Mill Creek Stabilization	150,000	-	-	-	-	150,000
Vehicle Replacement	70,000	60,000	60,000	60,000	-	250,000
Operations Relocation - Upstairs of Thickener Bldg	400,000	-	-	-	-	400,000
Metal Bldg. on Parcel South of SNWRF + Asphalt + Fencing	-	75,000	300,000	-	-	375,000
Security System and Wi-Fi Upgrades	150,000	-	-	-	-	150,000
Asset Man/SOP's/Safety Plan/Etc	300,000	200,000	100,000	100,000	-	700,000
Close Front Entrance + New Bridge at Mill Creek	-	100,000	750,000	150,000	-	1,000,000
New Volute Thickening System	-	100,000	900,000	-	-	1,000,000
Equipment Replacement	106,090	109,273	112,551	115,927	-	443,841
Total - North Water Reclamation Facility	10,026,916	2,452,671	5,712,951	1,273,539	-	19,466,077
South Water Reclamation Facility						
Improvements/Equipment	51,500	53,045	54,636	56,275	-	215,456
Vehicles and Equipment	40,000	40,000	40,000	40,000	-	160,000
Security System and Wi-Fi Upgrades	200,000	-	-	-	-	200,000
Sludge Holding Tank No. 2	-	1,750,000	450,000	-	-	2,200,000
New Aeration System/Blowers for Sludge Holding Tank No. 1	-	1,000,000	-	-	-	1,000,000
Asset Man/SOP's/Safety Plan/B mark & Efficiency/Emer Man	250,000	250,000	100,000	100,000	-	700,000
BFP Control Panel and Fourth Reclaimed Water Pump	90,000	-	-	-	-	90,000
2nd Mech Barscreen, RAS Line, Odor Demo, Concrete Repair,	-	600,000	150,000	-	-	750,000
Anaerobic and Anoxic Selectors; Reaeration Basins - AWT	-	450,000	750,000	-	-	1,200,000
Anaerobic and Anoxic Selectors, Reaeration Basins - AWT*	-	250,000	550,000	-	-	800,000
Dryer Building Conversion (Storage, Offices, etc.)	-	-	175,000	200,000	-	375,000
Gasifier Bldg. Repairs, Modifications and Reconfiguration	-	100,000	200,000	350,000	-	650,000
Dewatering Screw Press	-	140,000	560,000	-	-	700,000
Master Lift Station Control Panel Replacement + Arc Flash	600,000	-	-	-	-	600,000

City of Sanford

Five Year Capital Plan

	2022	2023	2024	2025	2026	Total
Reclaimed Water Ground Storage Tank (5 MG) Planning for Second BNR Treatment Train and Associated	-	-	125,000	1,850,000	-	1,975,000
			400,000	2,000,000		2,400,000
Total - South Water Reclamation Facility	1,231,500	4,633,045	3,554,636	4,596,275	-	14,015,456
<u>Lift Stations</u>						
Lift Station Rehabilitation/Replacement	750,000	750,000	750,000	750,000	-	3,000,000
Rerouting of Lift Stations - Sending more flow to SSWRC	250,000	250,000	250,000	250,000	-	1,000,000
Pressure Gauges at LS's - tied to SCADA	50,000	50,000	50,000	50,000	-	200,000
Vacuum Station - Odor Ctrl, Valve Rplc and Pumps, Isolation Valves	450,000	250,000	-	-	-	700,000
Total - Lift Stations	1,500,000	1,300,000	1,050,000	1,050,000	-	4,900,000
<u>Water Distribution</u>						
Automated Meter Reading Program	50,000	50,000	50,000	50,000	-	200,000
Municipal Water Works - AMR Meters	250,000	250,000	250,000	250,000	-	1,000,000
Critical Water Valve Replacements	300,000	300,000	300,000	-	-	900,000
New Water System Flow Meters**	4,150,000	4,150,000	-	-	-	8,300,000
Line Renewal, Replace, Loop and Extend	515,000	530,450	546,364	562,754	-	2,154,568
SR 46 WM Replacement	2,200,000	1,550,000	-	-	-	3,750,000
Pressure Gauges along WM's - tied to LS's & SCADA	50,000	50,000	50,000	50,000	-	200,000
New Utility Building - 1303 S. French Ave (50% of total cost)	150,000	-	-	-	-	150,000
3rd and 17-92 Hydrant Improvements/Line Looping	200,000	-	-	-	-	200,000
Lake Mary Blvd to Airport Blvd - New Water Main	600,000	-	-	-	-	600,000
North Street Water Line Looping (12-inch)	-	170,000	630,000	640,000	-	1,440,000
Equipment	103,000	106,090	109,273	112,551	-	430,914
Vehicles	50,000	50,000	50,000	50,000	-	200,000
Total Water Distribution	8,618,000	7,206,540	1,985,637	1,715,305	-	19,525,482
<u>Sewer Collection</u>						
Line Rehabilitation	700,000	700,000	700,000	700,000	-	2,800,000
Equipment	103,000	106,090	109,273	112,551	-	430,914
Vector Truck Receiving Station at SSWRC	400,000	-	-	-	-	400,000
Collection System Asset Management	125,000	150,000	-	-	-	275,000
Utility Building Roof Repair - 1303 S. French Ave (50% of total cost)	150,000	-	-	-	-	150,000
Beardall to SR 415 FM - Line expansion	820,000	-	-	-	-	820,000
New Vector Truck	150,000	-	475,000	-	-	625,000
Lake Mary Blvd to Airport Blvd - New Force main	475,000	-	-	-	-	475,000
Vehicles	75,000	75,000	75,000	75,000	-	300,000
Total Sewer Collection Distribution	2,998,000	1,031,090	1,359,273	887,551	-	6,275,914
<u>Reclaimed Water System</u>						
Site 10 Storage Pond and Distribution System*	-	-	1,000,000	1,000,000	-	2,000,000
New Site 10 Reclaimed Water Pumping Station	-	-	200,000	1,300,000	-	1,500,000
Site 10 Maintenance*	595,000	520,000	410,000	-	-	1,525,000
Misc. RW Discharge Line Repair	103,000	106,090	109,273	112,551	-	430,914
Misc. Reclaimed Line Ext's	51,500	53,045	54,636	56,275	-	215,456
Cost Share Match - SJRWMD	50,000	50,000	50,000	50,000	-	200,000
Reclaimed WM Looping - Ohio Ave /Mellonville Ave /Airport West End	-	250,000	1,100,000	1,000,000	-	2,350,000
Reclaimed Water System Asset Management	25,000	125,000	150,000	-	-	300,000
Total Reclaimed Water System	824,500	1,104,135	3,073,909	3,518,826	-	8,521,370
Total Capital Expenditures	33,956,361	18,808,684	20,601,546	16,918,414	-	90,285,005
Surplus/(Deficit)	-	-	-	-	-	-
	45,455,594	36,788,743	25,730,799	20,957,891	3,855,206	132,725,877

*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



2022 CAPITAL IMPROVEMENT PROGRAM

Project Name: **Ballistic Protection Helmet Replacements**
 Contact: Battalion Chief Geraghty
 Department: Fire Department
 Location: Station 31
 Type: Replacements
 Useful Life: 5 Years
 District: ALL

5 Year (2017-2021) Historical Total	\$	-
2022-2026 Total	\$	50,000
CIP Project Total	\$	50,000

Description:

Replacement of our ballistic protection helmets. Our ballistic equipment was purchased in 2016 with only a five (5) year useful life.

Justification:

Our ballistic protection helmets are only rated for 5 years of service. The ballistic helmets will reach useful life of five years this year. Ballistic protection equipment is used mostly for active shooter responses.

<u>Expenditures</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>Total</u>
Ballistic Protection Helmets	\$ 15,000	\$ -	\$ -	\$ -	\$ 35,000	\$ 50,000
Total Expenditures	\$ 15,000	\$ -	\$ -	\$ -	\$ 35,000	\$ 50,000

<u>Funding Source</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>Total</u>
General Fund Transfer to CIP	\$ 15,000	\$ -	\$ -	\$ -	\$ 35,000	\$ 50,000
Total Expenditures	\$ 15,000	\$ -	\$ -	\$ -	\$ 35,000	\$ 50,000

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

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



2022 CAPITAL IMPROVEMENT PROGRAM

Project Name: **SCBA Bottle Replacement**
 Contact: Battalion Chief Geraghty
 Department: Fire Department
 Location: Station 31
 Type: Replacement
 Useful Life: 15 Years
 District: ALL

5 Year (2017-2021) Historical Total	\$	-
2022-2026 Total	\$	14,000
CIP Project Total	\$	14,000

Description:

Replace SCBA bottles going out of service life.

Justification:

We are replacing seven (7) carbon wrapped bottles which will expire within the next 18 months, these bottles only have a 15 year life.

<u>Expenditures</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>Total</u>
SCBA Bottle Replacements	\$ 8,000	\$ 6,000	\$ -	\$ -	\$ -	14,000
Total Expenditures	\$ 8,000	\$ 6,000	\$ -	\$ -	\$ -	14,000

<u>Funding Source</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>Total</u>
General Fund Transfer to CIP	\$ 8,000	\$ 6,000	\$ -	\$ -	\$ -	14,000
Total Expenditures	\$ 8,000	\$ 6,000	\$ -	\$ -	\$ -	14,000

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

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



Project Name: **Station 38 Roof Replacement**

Contact: Shirley Brinson

Department: Fire Department

Location: Station 38

Type: Replacement

Useful Life: 20 - 25 Years

District: Station 38

5 Year (2017-2021) Historical Total	\$	-
2022-2026 Total	\$	40,000
CIP Project Total	\$	40,000

Description:

Replace the roof at Station 38. We have made roof repairs over the years and continue to have issues with leaks during heavy rains.

Justification:

The roof is over 20 years old and has endured extreme weather conditions these past few years. Repaired several times while still having leak issues.

<u>Expenditures</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>Total</u>
Station 38 Roof Replacement	\$ 40,000	\$ -	\$ -	\$ -	\$ -	40,000
Total Expenditures	\$ 40,000	\$ -	\$ -	\$ -	\$ -	40,000

<u>Funding Source</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>Total</u>
General Fund Transfer to CIP	\$ 40,000	\$ -	\$ -	\$ -	\$ -	40,000
Total Expenditures	\$ 40,000	\$ -	\$ -	\$ -	\$ -	40,000

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

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



2022 CAPITAL IMPROVEMENT PROGRAM

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

Contact: BC David Geraghty

Department: Fire Department

Location: Station 38 Replacement

Type: Replacement

Useful Life: 10 years

District: ALL

5 Year (2017-2021) Historical Total	\$	-
2022-2026 Total	\$	1,310,000
CIP Project Total	\$	1,310,000

Description:

Replacement Fire Engine/Pumper for fire suppression and emergency response.

Justification:

Replacing (Unit #6) 2007 Dash pumper with 86,000 miles, 9,000 engine hours, and 14 years old. Replacement of this engine would allow all front run Engines to be consistent, reliable and will reduce maintenance costs and out of service times.

<u>Expenditures</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>Total</u>
Replacement Fire/Engine Pumper	\$ 640,000	\$ -	\$ 670,000	\$ -	\$ -	1,310,000
Total Expenditures	\$ 640,000	\$ -	\$ 670,000	\$ -	\$ -	1,310,000

<u>Funding Source</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>Total</u>
General Fund Transfer to CIP	\$ 640,000	\$ -	\$ 670,000	\$ -	\$ -	1,310,000
Total Expenditures	\$ 640,000	\$ -	\$ 670,000	\$ -	\$ -	1,310,000

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

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



2022 CAPITAL IMPROVEMENT PROGRAM

Project Name: **Fire Prevention Vehicle Replacement**

Contact: FM Matt Minnetto

Department: Fire Department

Location: City Hall

Type: Replacement

Useful Life: 10 Years

District: ALL

5 Year (2017-2021) Historical Total	\$	-
2022-2026 Total	\$	85,000
CIP Project Total	\$	85,000

Description:

Replace inspector vehicle #38, GMC Canyon truck which has 133,162 miles and is 13 years old.

Justification:

Vehicle #38 exceeds two of the three criteria for vehicle replacement.

<u>Expenditures</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>Total</u>
FP Vehicle Replacement	\$ 40,000	\$ -	\$ -	\$ -	\$ 45,000	\$ 85,000
Total Expenditures	\$ 40,000	\$ -	\$ -	\$ -	\$ 45,000	\$ 85,000

<u>Funding Source</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>Total</u>
General Fund Transfer to CIP	\$ 40,000	\$ -	\$ -	\$ -	\$ 45,000	\$ 85,000
Total Expenditures	\$ 40,000	\$ -	\$ -	\$ -	\$ 45,000	\$ 85,000

Estimated Operating Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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Estimated Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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2022 CAPITAL IMPROVEMENT PROGRAM

Project Name: **Equipment Replacement**
 Contact: Battalion Chief Geraghty
 Department: Fire Equipment
 Location: All Stations
 Type: Replacement
 Useful Life: 8 - 10 Years
 District: ALL

5 Year (2017-2021) Historical Total	\$	-
2022-2026 Total	\$	120,000
CIP Project Total	\$	120,000

Description:

Replacement of hose, nozzles, rope, etc as they are needed.

Justification:

Replacement of older hose that is past its expected life, nozzles that have been rebuilt several times and are worn out, or rope due to being used multiple times in life safety situations that must be replaced.

<u>Expenditures</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>Total</u>
Equipment Replacement	\$ 30,000	\$ 30,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 120,000
Total Expenditures	\$ 30,000	\$ 30,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 120,000

<u>Funding Source</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>Total</u>
General Fund Transfer to CIP	\$ 30,000	\$ 30,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 120,000
Total Expenditures	\$ 30,000	\$ 30,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 120,000

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

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



2022 CAPITAL IMPROVEMENT PROGRAM

Project Name: **Gas Monitor Test System**
 Contact: Battalion Chief Geraghty
 Department: Fire Department
 Location: Station 31
 Type: Replacement
 Useful Life: 5 - 8 Years
 District: ALL

5 Year (2017-2021) Historical Total	\$	-
2022-2026 Total	\$	6,000
CIP Project Total	\$	6,000

Description:

A replacement gas monitor test system which will test/calibrate for more gases than our current system can test/calibrate.

Justification:

An upgraded version will give us the ability to completely test our gas monitors in house. We currently borrow the County's gas testing system when we need to test/calibrate our gas monitors at a higher level than we have the ability to test with our current system.

<u>Expenditures</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>Total</u>
Gas Monitor Test System	\$ 6,000	\$ -	\$ -	\$ -	\$ -	6,000
Total Expenditures	\$ 6,000	\$ -	\$ -	\$ -	\$ -	6,000

<u>Funding Source</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>Total</u>
General Fund Transfer to CIP	\$ 6,000	\$ -	\$ -	\$ -	\$ -	6,000
Total Expenditures	\$ 6,000	\$ -	\$ -	\$ -	\$ -	6,000

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

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



2022 CAPITAL IMPROVEMENT PROGRAM

Project Name: **Zone Alerting for Station 32**

Contact: Battalion Chief Cuellar

Department: Fire Department

Location: Station 32

Type: New

Useful Life: 10 years

District: ALL

5 Year (2017-2021) Historical Total	\$	-
2022-2026 Total	\$	60,000
CIP Project Total	\$	60,000

Description:

Install switches in seven (7) bunkrooms at Station 32 to allow unit specific call alerting with audio and lighting control.

Justification:

Unit specific zone alerting improves sleep quality for those personnel who are not being dispatched, decreases stress and improves the overall health of employees. (Impact Fee Eligible)

<u>Expenditures</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>Total</u>
Zone Alerting for Statino 32	\$ 60,000	\$ -	\$ -	\$ -	\$ -	60,000
Total Expenditures	\$ 60,000	\$ -	\$ -	\$ -	\$ -	60,000

<u>Funding Source</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>Total</u>
Impact Fee Fund	\$ 60,000	\$ -	\$ -	\$ -	\$ -	60,000
Total Expenditures	\$ 60,000	\$ -	\$ -	\$ -	\$ -	60,000

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

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



2022 CAPITAL IMPROVEMENT PROGRAM

Project Name: **Electric PPV Fans**

Contact: Battalion Chief Geraghty

Department: Fire Department

Location: All Stations

Type: Replacement

Useful Life: 10 Years

District: ALL

5 Year (2017-2021) Historical Total	\$	-
2022-2026 Total	\$	40,000
CIP Project Total	\$	40,000

Description:

Replacement of aging gas powered vent fans. Eight (8) battery powered fans @ \$5000 each.

Justification:

The battery powered fans will reduce the maintenance cost of gas powered fans. Reduce the CO contamination that is produced by gas powered equipment increasing air quality during ventilation. The battery powered fans are lighter and more compact reducing the risk of injury.

<u>Expenditures</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>Total</u>
Electric PPV Fans	\$ 40,000	\$ -	\$ -	\$ -	\$ -	40,000
Total Expenditures	\$ 40,000	\$ -	\$ -	\$ -	\$ -	40,000

<u>Funding Source</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>Total</u>
Impact Fee Fund	\$ 40,000	\$ -	\$ -	\$ -	\$ -	40,000
Total Expenditures	\$ 40,000	\$ -	\$ -	\$ -	\$ -	40,000

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

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



2022 CAPITAL IMPROVEMENT PROGRAM

Project Name: **Dive Gear Replacement**
 Contact: Battalion Chief Geraghty
 Department: Fire Department
 Location: Station 31
 Type: Replacement
 Useful Life: 10 - 12 Years
 District: ALL

5 Year (2017-2021) Historical Total	\$	-
2022-2026 Total	\$	24,500
CIP Project Total	\$	24,500

Description:

Replacement of aging dive gear. The rubber dive gear has stitching that is starting to separate.

Justification:

Dry suits have rubber pants to keep suits water tight. Every 5 years these pants need to be replaced. Our current dive gear is aging and needs to be updated to the new technology.

<u>Expenditures</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>Total</u>
Dive Gear Replacement	\$ 24,500	\$ -	\$ -	\$ -	\$ -	24,500
Total Expenditures	\$ 24,500	\$ -	\$ -	\$ -	\$ -	24,500

<u>Funding Source</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>Total</u>
General Fund Transfer to CIP	\$ 24,500	\$ -	\$ -	\$ -	\$ -	24,500
Total Expenditures	\$ 24,500	\$ -	\$ -	\$ -	\$ -	24,500

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

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



2022 CAPITAL IMPROVEMENT PROGRAM

Project Name: **USAR Equipment Replacement**
 Contact: Battalion Chief Geraghty
 Department: Fire Department
 Location: Station 31
 Type: Replacement
 Useful Life: 5 - 8 Years
 District: ALL

5 Year (2017-2021) Historical Total	\$	-
2022-2026 Total	\$	69,000
CIP Project Total	\$	69,000

Description:

Replacement of USAR equipment consisting of search cameras, confined space packs, communication lines, air lines, fans, saws, power tools, struts, etc.

Justification:

The equipment we are replacing is 16 years old. Several pieces of equipment are out of service due to equipment failure which puts us at a deficit if we are deployed without this equipment. If we are to continue the Urban Search and Rescue, we need to replace equipment as it ages to be able to provide this service.

<u>Expenditures</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>Total</u>
USAR Equipment Replacement	\$ 18,000	\$ 15,000	\$ 12,000	\$ 12,000	\$ 12,000	\$ 69,000
Total Expenditures	\$ 18,000	\$ 15,000	\$ 12,000	\$ 12,000	\$ 12,000	\$ 69,000

<u>Funding Source</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>Total</u>
General Fund Transfer to CIP	\$ 18,000	\$ 15,000	\$ 12,000	\$ 12,000	\$ 12,000	\$ 69,000
Total Expenditures	\$ 18,000	\$ 15,000	\$ 12,000	\$ 12,000	\$ 12,000	\$ 69,000

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

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



2022 CAPITAL IMPROVEMENT PROGRAM

Project Name: **Replace Old Office furniture**

Contact: Fred W Fosson

Department: Human Resources/Risk Management

Location: City Hall

Type: Replacement

Useful Life: Ten years

District: NA

5 Year (2017-2021) Historical Total	\$	-
2022-2026 Total	\$	1,650
CIP Project Total	\$	1,650

Description:

Replace 6 customer chairs at @\$200 each = \$1,200; Replace 1 Desk Chair at @\$350; 1 computer camera for Virtual Meetings = \$60; Speakers for virtual meetings = \$40.

Justification:

Furniture is old and worn out, all that are being replaced have been here a minimum of 14 years. Camera and Speakers are needed for an employee to participate in Virtual meetings, such as Ring Central, Zoom, etc.

<u>Expenditures</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>Total</u>
Replace Old Office furniture	\$ 1,650	\$ -	\$ -	\$ -	\$ -	1,650
Total Expenditures	\$ 1,650	\$ -	\$ -	\$ -	\$ -	1,650

<u>Funding Source</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>Total</u>
General Fund Transfer to CIP	\$ 1,650	\$ -	\$ -	\$ -	\$ -	1,650
Total Expenditures	\$ 1,650	\$ -	\$ -	\$ -	\$ -	1,650

Estimated Operating Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	-
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Estimated Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	-
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2022 CAPITAL IMPROVEMENT PROGRAM

Project Name: **Computer Hardware Replacements**

Contact: Bob Keegan

Department: Finance / IT

Location: City wide

Type: New

Useful Life: 5 years

District: All

5 Year (2017-2021) Historical Total	\$	-
2022-2026 Total	\$	665,000
CIP Project Total	\$	665,000

Description:

City employees rely on stable and efficient computers to perform their job responsibilities at a high level. IT replaces computers every 5 years to ensure IT services are reliable and secure.

Justification:

Total cost of ownership to support a computer device increases significantly after year 4 of computer usage. In addition, operating system, applications, and security practices increasingly demands newer technology to support these services. This is an ongoing effort and this request projects the costs through 2025.

<u>Expenditures</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>Total</u>
Computer Hardware Replacements	\$ 180,000	\$ 160,000	\$ 75,000	\$ 250,000	\$ -	\$ 665,000
Total Expenditures	\$ 180,000	\$ 160,000	\$ 75,000	\$ 250,000	\$ -	\$ 665,000

<u>Funding Source</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>Total</u>
General Fund Transfer to CIP	\$ 180,000	\$ 160,000	\$ 75,000	\$ 250,000	\$ -	\$ 665,000
Total Expenditures	\$ 180,000	\$ 160,000	\$ 75,000	\$ 250,000	\$ -	\$ 665,000

Estimated Operating Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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Estimated Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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2022 CAPITAL IMPROVEMENT PROGRAM

Project Name: **Digital Transformation Project**

Contact: Bob Keegan

Department: Finance / IT

Location: City wide

Type: New

Useful Life: 10 years

District: All

5 Year (2017-2021) Historical Total	\$	-
2022-2026 Total	\$	552,000
CIP Project Total	\$	552,000

Description:

The Coronavirus pandemic rocked the status quo throughout the City. Staff is rethinking how they produce services and customers are demanding to change how they consume those services. Some key processes were moved "online" to support a virtual environment. From this experience produced positive results, and an increased demand was created to replace manual-paper based to more efficient online experiences. Unfortunately the City is not staffed or organized to take on this significant project. This request provides dedicated resources to complete a digital transformation in 2 years.

Justification:

Digital transformation is the process of using technologies to create new or modify existing business processes, culture, and internal and external customer experiences to meet future challenges. Reimagining how business is conducted in the future in the digital age is digital transformation.

Digital transformation begins and ends with how you think about and engage with customers. As we move from paper to smart applications, we have the chance to reimagine how we do business with technology.

The City is at a cross road, we can continue the course or change direction to a better modern approach to serve its citizens, businesses, and visitors. To successfully take on this challenge, it takes a dedicated team to define, manage, schedule, develop, and produce real tangible results. Any thing less will fail to produce this desired outcome.

<u>Expenditures</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>Total</u>
Digital Transformation Project	\$ 276,000	\$ 276,000		\$ -	\$ -	552,000
Total Expenditures	\$ 276,000	\$ 276,000	\$ -	\$ -	\$ -	552,000

<u>Funding Source</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>Total</u>
General Fund Transfer to CIP	\$ 276,000	\$ 276,000	\$ -	\$ -	\$ -	552,000
Total Expenditures	\$ 276,000	\$ 276,000	\$ -	\$ -	\$ -	552,000

Estimated Operating Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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Estimated Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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2022 CAPITAL IMPROVEMENT PROGRAM

Project Name: **Monitor and Alert System**

Contact: Bob Keegan

Department: Finance / IT

Location: City wide

Type: New

Useful Life: 5 years

District: All

5 Year (2017-2021) Historical Total	\$	-
2022-2026 Total	\$	25,000
CIP Project Total	\$	25,000

Description:

The implementation of a system that will actively monitor the City network, servers, critical systems, and applications. When a incident occurs the system will proactively alert IT and key personnel of the issue.

Justification:

The City IT staff has two things in common; tight budget and users who expect 24/7 network availability. Competing IT and business priorities put all technology investments to the test. Today the City relies on smooth technology performance more than ever before. Having a reliable monitoring and alerting solution provides total network visibility, monitors equipment 24/7, and alerts you immediately when there's a critical incident. Without network monitoring, the City faces tedious troubleshooting, lack of visibility, and productivity losses due to downtime. Services monitored based on performance thresholds send alerts so corrective actions can be taken before IT services go down.

This request will support comprehensive disaster recovery and business continuity plans.

<u>Expenditures</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>Total</u>
Monitor and Alert System	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ 25,000
Total Expenditures	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ 25,000

<u>Funding Source</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>Total</u>
General Fund Transfer to CIP	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ 25,000
Total Expenditures	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ 25,000

Estimated Operating Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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Estimated Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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2022 CAPITAL IMPROVEMENT PROGRAM

Project Name: **Network Firewall End of Life Replacement**

Contact: Bob Keegan

Department: Finance / IT

Location: City wide

Type: Replacement

Useful Life: 5 years

District: All

5 Year (2017-2021) Historical Total	\$	-
2022-2026 Total	\$	40,000
CIP Project Total	\$	40,000

Description:

The Network Firewalls provide the first line of cybersecurity defense to the City network, applications, and data. The existing hardware and software support ends October 2022. When support ends the vendor will not provide support or upgrades.

Justification:

When support expires the vendor will not provide support or upgrades to the existing hardware and software. The new solution will ensure the City network and data is secure. The existing Firewalls will be used as hot spares if a production Firewall experiences an outage.

This request will support comprehensive disaster recovery and business continuity plans.

<u>Expenditures</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>Total</u>
Network Firewall End of Life Replacement	\$ 40,000	\$ -	\$ -	\$ -	\$ -	40,000
Total Expenditures	\$ 40,000	\$ -	\$ -	\$ -	\$ -	40,000

<u>Funding Source</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>Total</u>
General Fund Transfer to CIP	\$ 40,000	\$ -	\$ -	\$ -	\$ -	40,000
Total Expenditures	\$ 40,000	\$ -	\$ -	\$ -	\$ -	40,000

Estimated Operating Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	-
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Estimated Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	-
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2022 CAPITAL IMPROVEMENT PROGRAM

Project Name: **Additional Disaster Recovery Capacity**

Contact: Bob Keegan

Department: Finance / IT

Location: City wide

Type: New

Useful Life: 5 years

District: All

5 Year (2017-2021) Historical Total	\$	-
2022-2026 Total	\$	30,000
CIP Project Total	\$	30,000

Description:

The Disaster Recovery plan calls for more than 6 months data backups for disaster and cybersecurity recovery purposes.

Justification:

In today's world cybersecurity vulnerabilities can lay dormant in the network for several months. Having 6 months of backups for application, data, and log files provides a faster recovery time compared to rebuilding from scratch. Critical files that are deleted have a greater chance of recovery with a longer data backup retention period. In addition, cybersecurity recovery best practice is to save system and application log files for forensics analysis to determine the root cause of incidents. Currently there is only 30 days of backups.

This request will support comprehensive disaster recovery and business continuity plans.

<u>Expenditures</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>Total</u>
Additional Disaster Recovery Capacity	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ 30,000
Total Expenditures	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ 30,000

<u>Funding Source</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>Total</u>
General Fund Transfer to CIP	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ 30,000
Total Expenditures	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ 30,000

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

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



2022 CAPITAL IMPROVEMENT PROGRAM

Project Name: **Application Disaster Recovery Failover Capacity**

Contact: Bob Keegan

Department: Finance / IT

Location: City wide

Type: Replacement

Useful Life: 5 years

District: All

5 Year (2017-2021) Historical Total	\$	-
2022-2026 Total	\$	30,000
CIP Project Total	\$	30,000

Description:

Disaster Recovery and Business Continuity best practice is to have system and application failover capability. This request is to expand our current failover capabilities to recovery key applications in a matter of hours instead of days or weeks.

Justification:

The current Disaster Recovery Failover capability includes the Windows Network services and the City email system. In case of a disaster basic network services and email can be recovered in a matter of minutes or hours compared to days or weeks. The additional capacity will enable the City to include additional critical systems or applications on the failover servers. This request will support comprehensive disaster recovery and business continuity plans.

<u>Expenditures</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>Total</u>
Application Disaster Recovery Failover	\$ 30,000	\$ -	\$ -	\$ -	\$ -	30,000
Total Expenditures	\$ 30,000	\$ -	\$ -	\$ -	\$ -	30,000

<u>Funding Source</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>Total</u>
General Fund Transfer to CIP	\$ 30,000	\$ -	\$ -	\$ -	\$ -	30,000
Total Expenditures	\$ 30,000	\$ -	\$ -	\$ -	\$ -	30,000

Estimated Operating Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	-
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Estimated Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	-
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2022 CAPITAL IMPROVEMENT PROGRAM

Project Name: **Security Cameras**

Contact: Bob Keegan

Department: Finance / IT

Location: City Hall

Type: New

Useful Life: 7 years

District: All

5 Year (2017-2021) Historical Total	\$	-
2022-2026 Total	\$	24,000
CIP Project Total	\$	24,000

Description:

Additional City Hall security and surveillance cameras connected to existing security system.

Justification:

Provide security and surveillance at City Hall.

<u>Expenditures</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>Total</u>
Security Cameras	\$ 24,000	\$ -	\$ -	\$ -	\$ -	\$ 24,000
Total Expenditures	\$ 24,000	\$ -	\$ -	\$ -	\$ -	\$ 24,000

<u>Funding Source</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>Total</u>
General Fund Transfer to CIP	\$ 24,000	\$ -	\$ -	\$ -	\$ -	\$ 24,000
Total Expenditures	\$ 24,000	\$ -	\$ -	\$ -	\$ -	\$ 24,000

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

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



2022 CAPITAL IMPROVEMENT PROGRAM

Project Name: **Replacement Data Center UPS**

Contact: Bob Keegan

Department: Finance / IT

Location: City Hall

Type: New

Useful Life: 7 years

District: All

5 Year (2017-2021) Historical Total	\$	-
2022-2026 Total	\$	60,000
CIP Project Total	\$	60,000

Description:

Current City Hall and PSC Data Center UPS batteries are end of warranty. These UPS devices power network, servers, and applications in case of power events.

Justification:

The City data centers have generator backup power in case of extended power events. But there is a short period of time for the generators to begin providing backup power. The UPS batteries bridge the gap between an power outage and when the generator power is functioning. If the UPS fail to provide power, the network hardware and servers will experience a hard shutdown. This situation may cause one or many devices to fail to restart causing extended time to restore IT services. Reliable data center backup power is part of comprehensive disaster recovery and business continuity plans.

<u>Expenditures</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>Total</u>
Replacement Data Center UPS	\$ 60,000	\$ -	\$ -	\$ -	\$ -	60,000
Total Expenditures	\$ 60,000	\$ -	\$ -	\$ -	\$ -	60,000

<u>Funding Source</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>Total</u>
General Fund Transfer to CIP	\$ 60,000	\$ -	\$ -	\$ -	\$ -	60,000
Total Expenditures	\$ 60,000	\$ -	\$ -	\$ -	\$ -	60,000

Estimated Operating Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	-
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Estimated Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	-
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2022 CAPITAL IMPROVEMENT PROGRAM

Project Name: **Replacement Remote Site UPS**

Contact: Bob Keegan

Department: Finance / IT

Location: City Hall

Type: New

Useful Life: 7 years

District: All

5 Year (2017-2021) Historical Total	\$	-
2022-2026 Total	\$	12,000
CIP Project Total	\$	12,000

Description:

The fiber network ring connects all the City sites in order to access applications and data. Each site has network equipment that requires continuous power supply.

Justification:

When batteries fail there will be no failover power for network fiber equipment. If the UPS fail to provide power, the network fiber ring hardware will experience a hard shutdown. This situation may cause one or many devices to fail to restart causing extended time to restore IT services.

Reliable remote site, including water plant sites, backup power is part of comprehensive disaster recovery and business continuity plans.

<u>Expenditures</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>Total</u>
Replacement Remote Site UPS	\$ 12,000	\$ -	\$ -	\$ -	\$ -	\$ 12,000
Total Expenditures	\$ 12,000	\$ -	\$ -	\$ -	\$ -	\$ 12,000

<u>Funding Source</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>Total</u>
General Fund Transfer to CIP	\$ 12,000	\$ -	\$ -	\$ -	\$ -	\$ 12,000
Total Expenditures	\$ 12,000	\$ -	\$ -	\$ -	\$ -	\$ 12,000

Estimated Operating Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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Estimated Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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2022 CAPITAL IMPROVEMENT PROGRAM

Project Name: **Network Access Control (NAC) Replacement**

Contact: Bob Keegan

Department: Finance / IT

Location: City wide

Type: Replacement

Useful Life: 5 years

District: All

5 Year (2017-2021) Historical Total	\$	-
2022-2026 Total	\$	35,000
CIP Project Total	\$	35,000

Description:

A Network Access Control (NAC) enforces security policies by restricting unauthorized access to our network and resources. The NAC safeguards our network using security policies preventing rogue access from unknown BYOD (bring your own device).

Justification:

The current NAC hardware has gone end of life and not supported by the vendor. The NAC will monitor and grant access to employee and visitor devices that access the City network. Malware threats and unauthorized access are easily monitored and regulated from a NAC central management center. IT will have visibility and access control into every network-connected device, be able to enforce zero trust security to least-privileged based on user identity and device, check device hygiene and real-time compliance status, and immediately cut off from network if threats are detected.

This request will support a comprehensive disaster recovery and business continuity plans.

<u>Expenditures</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>Total</u>
Network Access Control (NAC) Replace	\$ 35,000	\$ -	\$ -	\$ -	\$ -	35,000
Total Expenditures	\$ 35,000	\$ -	\$ -	\$ -	\$ -	35,000

<u>Funding Source</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>Total</u>
General Fund Transfer to CIP	\$ 35,000	\$ -	\$ -	\$ -	\$ -	35,000
Total Expenditures	\$ 35,000	\$ -	\$ -	\$ -	\$ -	35,000

Estimated Operating Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	-
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Estimated Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	-
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2022 CAPITAL IMPROVEMENT PROGRAM

Project Name: **Cognos AS400 Analytic Reporting Tool upgrade**

Contact: Bob Keegan

Department: Finance / IT

Location: City wide

Type: Replacement

Useful Life: 5 years

District: All

5 Year (2017-2021) Historical Total	\$	-
2022-2026 Total	\$	15,000
CIP Project Total	\$	15,000

Description:

Cognos is a comprehensive tool that provides the capability to create reports from the AS400 Financial ERP system. The current version is not supported by the vendor.

Justification:

In order to data mine the AS400 Financial ERP data, a comprehensive and secure reporting tool is required. Many of the current reports support department operations and external public records requests. This effort will be included in the Digital Transformation Project requested in FY22-24.

<u>Expenditures</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>Total</u>
Cognos AS400 Analytic Reporting Tool	\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ 15,000
Total Expenditures	\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ 15,000

<u>Funding Source</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>Total</u>
General Fund Transfer to CIP	\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ 15,000
Total Expenditures	\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ 15,000

Estimated Operating Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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Estimated Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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2022 CAPITAL IMPROVEMENT PROGRAM

Project Name: **Migrate Microsoft Office365 services to the Cloud**

Project #:

Contact: Bob Keegan

Department: Finance / IT

Location: City wide

Type: New

Useful Life: 5 years

District: All

5 Year (2017-2021) Historical Total	\$	-
2022-2026 Total	\$	50,000
CIP Project Total	\$	50,000

Description:

The City infrastructure is on-premise which means the applications, services, and servers are located in the City data centers. Securely migrating services into the cloud will provide more flexibility of future applications and service offerings and an overall total cost of ownership of Microsoft services. Active Directory and email services will be the first services to migrate into the cloud.

Justification:

IT spends a lot of time, cost, and effort to keep over 50 servers maintained and secured. Migrating to the cloud reduces the cost of those services and frees up IT resources to focus on more value add projects and initiatives. Those services will leverage the Microsoft data center resources that securely manage by 24x7 staff. The project will follow the migration path of Seminole County Sherrif project that is all ready under way and will adhere to FDLE and CJIS guidelines and policies. This effort will support the Digital Transformation Project requested in FY22-24.

<u>Expenditures</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>Total</u>
Migrate Microsoft Office365 services to	\$ 50,000	\$ -	\$ -	\$ -	\$ -	50,000
Total Expenditures	\$ 50,000	\$ -	\$ -	\$ -	\$ -	50,000

<u>Funding Source</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>Total</u>
General Fund Transfer to CIP	\$ 50,000	\$ -	\$ -	\$ -	\$ -	50,000
Total Expenditures	\$ 50,000	\$ -	\$ -	\$ -	\$ -	50,000

Estimated Operating Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	-
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Estimated Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	-
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2022 CAPITAL IMPROVEMENT PROGRAM

Project Name: **SharePoint upgrade or replacment**

Project #:

Contact: Bob Keegan

Department: Finance / IT

Location: City wide

Type: New

Useful Life: 5 years

District: All

5 Year (2017-2021) Historical Total	\$	-
2022-2026 Total	\$	50,000
CIP Project Total	\$	50,000

Description:

The IT supported intranet and workflow applications is Microsoft SharePoint. The version of SharePoint will go end of life in April 2023.

Justification:

This project will determine to upgrade to the latest version of SharePoint or determine a replacement solution. Either solution requires migration of existing SharePoint applications and data. The final determination will greatly impact how the Digital Transformation Project will develop and implement solutions. This effort will support the Digital Transformation Project requested in FY22-24.

<u>Expenditures</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>Total</u>
SharePoint upgrade or replacment	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 50,000
Total Expenditures	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 50,000

<u>Funding Source</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>Total</u>
General Fund Transfer to CIP	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 50,000
Total Expenditures	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 50,000

Estimated Operating Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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Estimated Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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2022 CAPITAL IMPROVEMENT PROGRAM

Project Name: **Utilities Online Payments Consolidation**

Project #:

Contact: Bob Keegan

Department: Finance / IT

Location: City wide

Type: New

Useful Life: 5 years

District: All

5 Year (2017-2021) Historical Total	\$	-
2022-2026 Total	\$	15,000
CIP Project Total	\$	15,000

Description:

Currently there is 6 various ways for Utilities customers to submit online payments. This project will reduce those options to 2-3 solutions.

Justification:

Having 6 different payment channels adds administrative and technology work to the City staff. Reducing the payment solutions will cut time and cost in half. The replacement system will ensure bank level security and user friendly experience.

<u>Expenditures</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>Total</u>
Utilities Online Payments Consolidation	\$ 15,000	\$ -	\$ -	\$ -	\$ -	15,000
Total Expenditures	\$ 15,000	\$ -	\$ -	\$ -	\$ -	15,000

<u>Funding Source</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>Total</u>
General Fund Transfer to CIP	\$ 15,000	\$ -	\$ -	\$ -	\$ -	15,000
Total Expenditures	\$ 15,000	\$ -	\$ -	\$ -	\$ -	15,000

Estimated Operating Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	-
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Estimated Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	-
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2022 CAPITAL IMPROVEMENT PROGRAM

Project Name: **VEHICLE REPLACEMENTS**

Contact: Jennifer Caldwell

Department: Police

Location: Police

Type: New

Useful Life: Ten Years

District: All

5 Year (2017-2021) Historical Total	\$	-
2022-2026 Total	\$	4,374,728
CIP Project Total	\$	4,374,728

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. These SUV make/model vehicles have a history of a longer service life than an Impala and provide a better return when auctioning at the conclusion of service life as a police vehicle. Approximately fifteen - twenty vehicles are requested, at estimated cost of \$45,000 each will need to be replaced during FY- 2022

Justification:

Providing efficient police services within a municipality requires officers to patrol and respond to calls for service in an assigned reliable police vehicle. Due to the nature of municipal law enforcement work, police vehicles must endure rigorous service. Fleet Maintenance provides outstanding service for the Police Department's fleet and recommends annually which vehicles should be replaced. They track the age, mileage and the amount of funding that is annually expended to maintain each vehicle.

<u>Expenditures</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>Total</u>
VEHICLE REPLACEMENTS	\$ 824,000	\$ 848,720	\$ 874,182	\$ 900,407	\$ 927,419	\$ 4,374,728
Total Expenditures	\$ 824,000	\$ 848,720	\$ 874,182	\$ 900,407	\$ 927,419	\$ 4,374,728

<u>Funding Source</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>Total</u>
Debt Service	\$ 824,000	\$ 848,720	\$ 874,182	\$ 900,407	\$ 927,419	\$ 4,374,728
Total Expenditures	\$ 824,000	\$ 848,720	\$ 874,182	\$ 900,407	\$ 927,419	\$ 4,374,728

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

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



2022 CAPITAL IMPROVEMENT PROGRAM

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

Contact: Jennifer Caldwell

Department: Police

Location: Police

Type: Replacement

Useful Life: Five years

District: all

5 Year (2017-2021) Historical Total	\$	-
2022-2026 Total	\$	140,814
CIP Project Total	\$	140,814

Description:

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

Justification:

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

<u>Expenditures</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>Total</u>
PSC SEC. CAMERA REPLACEMENTS	\$ 26,523	\$ 27,319	\$ 28,138	\$ 28,982	\$ 29,852	\$ 140,814
Total Expenditures	\$ 26,523	\$ 27,319	\$ 28,138	\$ 28,982	\$ 29,852	\$ 140,814

<u>Funding Source</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>Total</u>
General Fund Transfer to CIP	\$ 26,523	\$ 27,319	\$ 28,138	\$ 28,982	\$ 29,852	\$ 140,814
Total Expenditures	\$ 26,523	\$ 27,319	\$ 28,138	\$ 28,982	\$ 29,852	\$ 140,814

Estimated Operating Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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Estimated Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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2022 CAPITAL IMPROVEMENT PROGRAM

Project Name: **FINGERPRINT SCANNER**

Contact: Jennifer Caldwell

Department: Police

Location: Police

Type: New

Useful Life: Five Years

District: all

5 Year (2017-2021) Historical Total	\$	-
2022-2026 Total	\$	7,000
CIP Project Total	\$	7,000

Description:

Three Portable Fingerprint Scanners.

Justification:

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

<u>Expenditures</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>Total</u>
FINGERPRINT SCANNER	\$ 7,000	\$ -	\$ -	\$ -	\$ -	\$ 7,000
Total Expenditures	\$ 7,000	\$ -	\$ -	\$ -	\$ -	\$ 7,000

<u>Funding Source</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>Total</u>
General Fund Transfer to CIP	\$ 7,000	\$ -	\$ -	\$ -	\$ -	\$ 7,000
Total Expenditures	\$ 7,000	\$ -	\$ -	\$ -	\$ -	\$ 7,000

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

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



2022 CAPITAL IMPROVEMENT PROGRAM

Project Name: **HANDHELD TRAFFIC RADARS**

Contact: Jennifer Caldwell

Department: Police

Location: Police

Type: Replacement

Useful Life: Five Years

District: All

5 Year (2017-2021) Historical Total	\$	-
2022-2026 Total	\$	33,793
CIP Project Total	\$	33,793

Description:

Replacement of two Traffic Enforcement Radars or Traffic Enforcement Lasers

Justification:

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

<u>Expenditures</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>Total</u>
HANDHELD TRAFFIC RADARS	\$ 6,365	\$ 6,556	\$ 6,753	\$ 6,955	\$ 7,164	\$ 33,793
Total Expenditures	\$ 6,365	\$ 6,556	\$ 6,753	\$ 6,955	\$ 7,164	\$ 33,793

<u>Funding Source</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>Total</u>
General Fund Transfer to CIP	\$ 6,365	\$ 6,556	\$ 6,753	\$ 6,955	\$ 7,164	\$ 33,793
Total Expenditures	\$ 6,365	\$ 6,556	\$ 6,753	\$ 6,955	\$ 7,164	\$ 33,793

Estimated Operating Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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Estimated Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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2022 CAPITAL IMPROVEMENT PROGRAM

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

Contact: Jennifer Caldwell

Department: Police

Location: Police

Type: New

Useful Life: Five to Ten years

District: all

5 Year (2017-2021) Historical Total	\$	-
2022-2026 Total	\$	25,000
CIP Project Total	\$	25,000

Description:

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

Justification:

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

<u>Expenditures</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>Total</u>
Unmanned Aerial Vehicle (UAV)	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ 25,000
Total Expenditures	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ 25,000

<u>Funding Source</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>Total</u>
Impact Fee Fund	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ 25,000
Total Expenditures	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ 25,000

Estimated Operating Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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Estimated Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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2022 CAPITAL IMPROVEMENT PROGRAM

Project Name: **Computer Voice Stress Analysis (CVSA)**

Contact: Jennifer Caldwell

Department: Police

Location: Police

Type: New

Useful Life: Ten Years

District: All

5 Year (2017-2021) Historical Total	\$	-
2022-2026 Total	\$	10,000
CIP Project Total	\$	10,000

Description:

The CVSA III device is used to support the Police Department's thorough screening process of prospective applicants. It is also used, on occasion, during criminal investigations.

Justification:

Having a third examiner/operator and device will help ensure continuity of this important service. One of the two examiner/operators will retire during FY-2022. Ideally, the Police Department requires three CVSA examiner/operators with three separate

<u>Expenditures</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>Total</u>
Computer Voice Stress Analysis (CVSA)	\$ 10,000	\$ -	\$ -	\$ -	\$ -	10,000
Total Expenditures	\$ 10,000	\$ -	\$ -	\$ -	\$ -	10,000

<u>Funding Source</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>Total</u>
Impact Fee Fund	\$ 10,000	\$ -	\$ -	\$ -	\$ -	10,000
Total Expenditures	\$ 10,000	\$ -	\$ -	\$ -	\$ -	10,000

Estimated Operating Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	-
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Estimated Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	-
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2022 CAPITAL IMPROVEMENT PROGRAM

Project Name: **Blinds for Community Room**

Contact: Jennifer Caldwell

Department: Police

Location: Police

Type: New

Useful Life: Ten Years

District: all

5 Year (2017-2021) Historical Total	\$	-
2022-2026 Total	\$	7,000
CIP Project Total	\$	7,000

Description:

Powered blinds on the high-up sidewall and installation

Justification:

During the year the Community Room host a variety of meeting at all, time during the day. The blinds will allows presentations in the Community Room all times during the day and without being blind by the sunlight during the afternoon. This additional light has been proven difficult to host meetings due to it diluting the visuals on screens.

<u>Expenditures</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>Total</u>
Blinds for Community Room	\$ 7,000	\$ -	\$ -	\$ -	\$ -	7,000
Total Expenditures	\$ 7,000	\$ -	\$ -	\$ -	\$ -	7,000

<u>Funding Source</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>Total</u>
Impact Fee Fund	\$ 7,000	\$ -	\$ -	\$ -	\$ -	7,000
Total Expenditures	\$ 7,000	\$ -	\$ -	\$ -	\$ -	7,000

Estimated Operating Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	-
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Estimated Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	-
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2022 CAPITAL IMPROVEMENT PROGRAM

Project Name: **Samuri Talino KA-L Omega**

Contact: Jennifer Caldwell

Department: Police

Location: Police

Type: New

Useful Life: Five years

District: all

5 Year (2017-2021) Historical Total	\$	-
2022-2026 Total	\$	5,499
CIP Project Total	\$	5,499

Description:

The SUMURI TALINO KA-L Omega is the fastest portable Forensic Workstation specifically designed to perform just as fast as most desktop forensic workstations. This laptop features a full sized 10th Generation Intel® Core™ i9-10850K Processor (10 Cores, 20MB Smart Cache, 3.60GHz Base / 5.20GHz Max). M.2 SSD Operating System one (1) NVIDIA GeForce RTX 2080 SUPER GPU with 8GB GDDR6 Video Memory.

Justification:

The operating system requires no special training for investigators/CSTs and is web-based. Currently the Sanford Police Department utilizes the Seminole County Sheriff's Office for cellular data extraction. Often times this can take weeks to recover the data depending on the case load of their agency and priority cases. The purchase of this product would lead the way for this agency to be more self-sufficient as related to digital forensics and improve the efficiency when investigating cases involving digital devices.

<u>Expenditures</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>Total</u>
Samuri Talino KA-L Omega	\$ 5,499	\$ -	\$ -	\$ -	\$ -	5,499
Total Expenditures	\$ 5,499	\$ -	\$ -	\$ -	\$ -	5,499

<u>Funding Source</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>Total</u>
Impact Fee Fund	\$ 5,499	\$ -	\$ -	\$ -	\$ -	5,499
Total Expenditures	\$ 5,499	\$ -	\$ -	\$ -	\$ -	5,499

Estimated Operating Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	-
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Estimated Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	-
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2022 CAPITAL IMPROVEMENT PROGRAM

Project Name: **Magnet Axiom**
 Contact: Jennifer Caldwell
 Department: Police
 Location: Police
 Type: New
 Useful Life: One year
 District: all

5 Year (2017-2021) Historical Total	\$	-
2022-2026 Total	\$	11,170
CIP Project Total	\$	11,170

Description:

Magnet Axiom is the software developed to interpret and analyze the digital data extractions when utilizing the digital forensic tool GrayKey.

Justification:

The software is required. In conjunction with the product, annual unlimited training is offered to the purchaser so a complete and thorough understanding of the software is obtained. The annual training is more cost effective than selecting multiple single classes. Currently the Sanford Police Department outsources this type of digital forensic processing to the Seminole County Sheriff's Office Digital Forensics unit which often times this can take weeks to recover the data needed. The purchase of this product coupled with GrayKey would lead the way for this agency to be more self-sufficient as related to digital forensics and improve the overall efficiency when investigating cases involving digital devices.

<u>Expenditures</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>Total</u>
Magnet Axiom	\$ 11,170	\$ -	\$ -	\$ -	\$ -	\$ 11,170
Total Expenditures	\$ 11,170	\$ -	\$ -	\$ -	\$ -	\$ 11,170

<u>Funding Source</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>Total</u>
Impact Fee Fund	\$ 11,170	\$ -	\$ -	\$ -	\$ -	\$ 11,170
Total Expenditures	\$ 11,170	\$ -	\$ -	\$ -	\$ -	\$ 11,170

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

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



2022 CAPITAL IMPROVEMENT PROGRAM

Project Name: **GrayKey**

Contact: Jennifer Caldwell

Department: Police

Location: Police

Type: New

Useful Life: One year

District: all

5 Year (2017-2021) Historical Total	\$	-
2022-2026 Total	\$	11,000
CIP Project Total	\$	11,000

Description:

GrayKey is unique investigative digital forensics tool that offers same day extractions of digital data on locked and unlocked iOS devices and Androids.

Justification:

The operating system requires no special training for investigators/CSTs and is web-based. Currently the Sanford Police Department utilizes the Seminole County Sheriff's Office for cellular data extraction. Often times this can take weeks to recover the data depending on the case load of their agency and priority cases. The purchase of this product would lead the way for this agency to be more self-sufficient as related to digital forensics and improve the efficiency when investigating cases involving digital devices.

<u>Expenditures</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>Total</u>
GrayKey	\$ 11,000	\$ -	\$ -	\$ -	\$ -	11,000
Total Expenditures	\$ 11,000	\$ -	\$ -	\$ -	\$ -	11,000

<u>Funding Source</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>Total</u>
Impact Fee Fund	\$ 11,000	\$ -	\$ -	\$ -	\$ -	11,000
Total Expenditures	\$ 11,000	\$ -	\$ -	\$ -	\$ -	11,000

Estimated Operating Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	-
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Estimated Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	-
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2022 CAPITAL IMPROVEMENT PROGRAM

Project Name: **MOTORCYCLE TABLET MOUNT**

Contact: Jennifer Caldwell

Department: Police

Location: Police

Type: New

Useful Life: 5 year

District: all

5 Year (2017-2021) Historical Total	\$	-
2022-2026 Total	\$	7,700
CIP Project Total	\$	7,700

Description:

Police Motorcycle telescoping/swivel tablet mount. Currently our officers must hunch over their tablet when writing reports and citations, blocking emergency lighting and unable to maintain continuous observation of the vehicle, driver and passengers during a traffic stop. This telescoping device supports the officer's ability to remain standing erect with his head up where he is better able be observant of the driver, passengers and other motorist. The swivel capability of the mount enables the tablet to be rotated to a position where the emergency lights are not block by where the officer is standing. The approximate price of seven units for the Police Department's seven leased motorcycles would be \$1,100 x 7 = \$7,700.

Justification:

The current manner in which the computer tablet is being utilized supports the potential for a serious mishap to occur due to blocked emergency lighting, as well as the officer possibly being overcome by offensive drivers and/or passengers with the added potential for back injury due to chronically being bent over to use the current tablet mounting configuration. If an officer is not available for service due to a mishap there is the potential for a citizen to receive a reduced level of service, meaning one less offender arrested, one less speeder removed from the streets, etc. resulting in the citizen not being as safe as he or her would have otherwise been if the officer was not involved in the mishap.

<u>Expenditures</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>Total</u>
MOTORCYCLE TABLET MOUNT	\$ 7,700	\$ -	\$ -	\$ -	\$ -	\$ 7,700
Total Expenditures	\$ 7,700	\$ -	\$ -	\$ -	\$ -	\$ 7,700

<u>Funding Source</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>Total</u>
Impact Fee Fund	\$ 7,700	\$ -	\$ -	\$ -	\$ -	\$ 7,700
Total Expenditures	\$ 7,700	\$ -	\$ -	\$ -	\$ -	\$ 7,700

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

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



2022 CAPITAL IMPROVEMENT PROGRAM

Project Name: **Motorcycle Helmet Communications**

Contact: Jennifer Caldwell

Department: Police

Location: Police

Type: New

Useful Life: 5 years

District: All

5 Year (2017-2021) Historical Total	\$	-
2022-2026 Total	\$	9,290
CIP Project Total	\$	9,290

Description:

Freedom Helmet Kit with wireless system control, portable only operation, for use with super seer half- shell helmets, dual earphone, with Bluetooth cell phone interface (10 sets)

Justification:

The helmet communication system is essential for safety of the motorcycle operator as it allows the officer to communicate without taking hands off the handlebars. The system is essential for communication during moving events such as escorts where moving communication is used and cross-jurisdictional communication is necessary.

Expenditures	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>Total</u>
Motorcycle Helmet Communications	\$ 9,290	\$ -	\$ -	\$ -	\$ -	9,290
Total Expenditures	\$ 9,290	\$ -	\$ -	\$ -	\$ -	9,290

Funding Source	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>Total</u>
General Fund Transfer to CIP	\$ 9,290	\$ -	\$ -	\$ -	\$ -	9,290
Total Expenditures	\$ 9,290	\$ -	\$ -	\$ -	\$ -	9,290

Estimated Operating Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	-
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Estimated Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	-
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2022 CAPITAL IMPROVEMENT PROGRAM

Project Name: **Rifle Replacements**

Contact: Jennifer Caldwell

Department: Police

Location: Police

Type: New

Useful Life: 5 + years

District: all

5 Year (2017-2021) Historical Total	\$	-
2022-2026 Total	\$	62,000
CIP Project Total	\$	62,000

Description:

(150) ROMEO5 XDR COMPACT RED DOT SIGHT, 1X20MM, 2 MOA RED DOT 65 MOA CIRCLE DOT, 0.5 MOA ADJ, AAA, M1913, BLACK. (150) SIGM400, 5.56 NATO, SBR, 11.5IN, PRO, BLK, SEMI, FOLD SIGHTS, TELESTOCK, AL MLOK HG, (1) 30RD MAG. Trading in 140 Bushmaster XM15E2S.

Justification:

The Sanford Police Department is currently using Bushmaster XM15E2S that are more than 10 years old. We do have the opportunity to buy 150 new rifles and trade in the previous rifles to reduce the cost from \$150,393 to \$62,000. With the age of the current rifles, they will start breaking down, standard repairs to use, and can start becoming a safety issue. The average lifespan of the current guns are 10 years.

<u>Expenditures</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>Total</u>
Rifle Replacements	\$ 62,000	\$ -	\$ -	\$ -	\$ -	\$ 62,000
Total Expenditures	\$ 62,000	\$ -	\$ -	\$ -	\$ -	\$ 62,000

<u>Funding Source</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>Total</u>
General Fund Transfer to CIP	\$ 62,000	\$ -	\$ -	\$ -	\$ -	\$ 62,000
Total Expenditures	\$ 62,000	\$ -	\$ -	\$ -	\$ -	\$ 62,000

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

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



2022 CAPITAL IMPROVEMENT PROGRAM

Project Name: **Parks & Grounds Improvements**

Contact: Robert Beall

Department: Parks & Recreation

Location: All

Type: Replacement

Useful Life: 10-20 years

District: All

5 Year (2017-2021) Historical Total	\$	-
2022-2026 Total	\$	1,310,954
CIP Project Total	\$	1,310,954

Description:

Replace playground equipment at Woodmere, Washington Oaks, and Wynnewood Parks. Re-roof small shelter at Park on Park. Replace exercise equipment at Academy Manor and replace rubber mulch in exercise equipment area of Ft. Mellon Park. Add safety surface to playground areas. Replace park amenities throughout all the parks.

Justification:

Replace aging infrasturctures due to rusting beyond normal repair. Re-roofing is needed due to age, curling of shingles, and leaks. Exercise equipment is over 20 years old with missing panels; sections that have been removed and some pieces are no longer manufactured. Park amenities need to be replaced due to aging and excessive use. Convert fall zones for playground equipment to pour-in-place mulch instead of woodchip mulch to be safer and last longer.

<u>Expenditures</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>Total</u>
Parks & Grounds Improvements	\$ 246,924	\$ 254,332	\$ 261,962	\$ 269,821	\$ 277,915	\$ 1,310,954
Total Expenditures	\$ 246,924	\$ 254,332	\$ 261,962	\$ 269,821	\$ 277,915	\$ 1,310,954

<u>Funding Source</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>Total</u>
General Fund Transfer to CIP	\$ 246,924	\$ 254,332	\$ 261,962	\$ 269,821	\$ 277,915	\$ 1,310,954
Total Expenditures	\$ 246,924	\$ 254,332	\$ 261,962	\$ 269,821	\$ 277,915	\$ 1,310,954

Estimated Operating Expenditures	\$	-	\$	-	\$	-	\$	-	\$	-
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Estimated Revenues	\$	-	\$	-	\$	-	\$	-	\$	-
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2022 CAPITAL IMPROVEMENT PROGRAM

Project Name: **Mike Kirby Park**
 Contact: Robert Beall
 Department: Parks & Recreation
 Location: 2199 Oregon Ave
 Type: Replacement
 Useful Life: 15 years
 District: 4

5 Year (2017-2021) Historical Total	\$	-
2022-2026 Total	\$	75,618
CIP Project Total	\$	75,618

Description:

Replace swings on playground equipment and park amenities. Add safety surface under the swings and complete sidewalks for walking path.

Justification:

Swings are over 25 years old and getting to the point they are no longer safe. The safety surface is for the fall zone under the swings. Electrical panels are rusting and have to be replaced, this was on the Florida League of Cities report. Complete the walking path with sidewalk, the public has made their own path.

<u>Expenditures</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>Total</u>
Mike Kirby Park	\$ 75,618	\$ -	\$ -	\$ -	\$ -	\$ 75,618
Total Expenditures	\$ 75,618	\$ -	\$ -	\$ -	\$ -	\$ 75,618

<u>Funding Source</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>Total</u>
General Fund Transfer to CIP	\$ 75,618	\$ -	\$ -	\$ -	\$ -	\$ 75,618
Total Expenditures	\$ 75,618	\$ -	\$ -	\$ -	\$ -	\$ 75,618

Estimated Operating Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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Estimated Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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2022 CAPITAL IMPROVEMENT PROGRAM

Project Name: **Ft. Mellon Green Space**
 Contact: Robert Beall
 Department: Parks & Recreation
 Location: Ft. Mellon Park
 Type: Replacement
 Useful Life: 10
 District: 1

5 Year (2017-2021) Historical Total	\$	-
2022-2026 Total	\$	335,432
CIP Project Total	\$	335,432

Description:

Remove and replace sod and irrigation

Justification:

For aesthetics and this sod will with stand the wear and tear of this high usage area.

<u>Expenditures</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>Total</u>
Ft. Mellon Green Space	\$ 335,432	\$ -	\$ -	\$ -	\$ -	335,432
Total Expenditures	\$ 335,432	\$ -	\$ -	\$ -	\$ -	335,432

<u>Funding Source</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>Total</u>
General Fund Transfer to CIP	\$ 335,432	\$ -	\$ -	\$ -	\$ -	335,432
Total Expenditures	\$ 335,432	\$ -	\$ -	\$ -	\$ -	335,432

Estimated Operating Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	-
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Estimated Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	-
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2022 CAPITAL IMPROVEMENT PROGRAM

Project Name: **Ft. Mellon Shade Structure**

Contact: Robert Beall

Department: Parks & Recreation

Location: Ft. Mellon Park

Type: New

Useful Life: 25+ years

District: 1

5 Year (2017-2021) Historical Total	\$	-
2022-2026 Total	\$	25,308
CIP Project Total	\$	25,308

Description:

Ticket booth for the splash pad attendants.

Justification:

The splash pad attendants have a tablet to take admission payments and they have no way to keep it tablet and other electronics from the weather. The splash pad has to close down when it is only raining because the attendants can't leave the electronics out under a tent.

<u>Expenditures</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>Total</u>
Ft. Mellon Shade Structure	\$ 25,308	\$ -	\$ -	\$ -	\$ -	\$ 25,308
Total Expenditures	\$ 25,308	\$ -	\$ -	\$ -	\$ -	\$ 25,308

<u>Funding Source</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>Total</u>
Impact Fee Fund	\$ 25,308	\$ -	\$ -	\$ -	\$ -	\$ 25,308
Total Expenditures	\$ 25,308	\$ -	\$ -	\$ -	\$ -	\$ 25,308

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

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



2022 CAPITAL IMPROVEMENT PROGRAM

Project Name: **Goldsboro Trail**
 Contact: Robert Beall
 Department: Parks & Recreation
 Location: 1300 W 20th St
 Type: New
 Useful Life: 10 years
 District: 2

5 Year (2017-2021) Historical Total	\$	-
2022-2026 Total	\$	236,778
CIP Project Total	\$	236,778

Description:

Add benches, trash cans, lighting, and exercise equipment to the trail.

Justification:

To add aesthetics and create a safer trail. Make the historic trail more appealing and inviting.

<u>Expenditures</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>Total</u>
Goldsboro Trail	\$ 236,778	\$ -	\$ -	\$ -	\$ -	236,778
Total Expenditures	\$ 236,778	\$ -	\$ -	\$ -	\$ -	236,778

<u>Funding Source</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>Total</u>
Impact Fee Fund	\$ 236,778	\$ -	\$ -	\$ -	\$ -	236,778
Total Expenditures	\$ 236,778	\$ -	\$ -	\$ -	\$ -	236,778

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

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



2022 CAPITAL IMPROVEMENT PROGRAM

Project Name: **Security Surveillance System**
 Contact: Alvarise James
 Department: Recreation Department: Sanford Museum
 Location: 520 E. 1st
 Type: New
 Useful Life: 30 yrs
 District: 1

5 Year (2017-2021) Historical Total	\$	-
2022-2026 Total	\$	7,413
CIP Project Total	\$	7,413

Description:

High Definition Video Surveillance System needed

Justification:

New system required to cover blind spots outside the building as well providing additional viewpoints inside the building. The new technology will greatly improve visibility and will be a very useful tool by staff.

<u>Expenditures</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>Total</u>
Security Surveillance System	\$ 7,413	\$ -	\$ -	\$ -	\$ -	7,413
Total Expenditures	\$ 7,413	\$ -	\$ -	\$ -	\$ -	7,413

<u>Funding Source</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>Total</u>
Impact Fee Fund	\$ 7,413	\$ -	\$ -	\$ -	\$ -	7,413
Total Expenditures	\$ 7,413	\$ -	\$ -	\$ -	\$ -	7,413

Estimated Operating Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	-
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Estimated Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	-
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2022 CAPITAL IMPROVEMENT PROGRAM

Project Name: **Parking Lot Improvements**

Contact: Alvarise James

Department: Recreation Dpt: Civic /Mellonville Center

Location: 401 E. Seminole BLVD

Type: Replacement

Useful Life: 20Yrs

District: 1

5 Year (2017-2021) Historical Total	\$	-
2022-2026 Total	\$	35,012
CIP Project Total	\$	35,012

Description:

MILLING- Milling edge of asphalt next to concrete surface with milling equipment for a smooth transition between new asphalt and existing asphalt/concrete surface as needed. Overlay - Track with RS-1 tack to insure bond between existing and new asphalt. Deliver and install up to 4,168sq.yds of type SIII hot asphalt mix rolled and compacted to a 1" average. Paint- D.O.T approved paint. Lay-out and paint existing.

Justification:

The driveway and the parking lot have not been resurfaced for 20 years. Both parking lots have pot holes and striping has faded.

<u>Expenditures</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>Total</u>
Parking Lot Improvements	\$ 35,012	\$ -	\$ -	\$ -	\$ -	35,012
Total Expenditures	\$ 35,012	\$ -	\$ -	\$ -	\$ -	35,012

<u>Funding Source</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>Total</u>
General Fund Transfer to CIP	\$ 35,012	\$ -	\$ -	\$ -	\$ -	35,012
Total Expenditures	\$ 35,012	\$ -	\$ -	\$ -	\$ -	35,012

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

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



2022 CAPITAL IMPROVEMENT PROGRAM

Project Name: **Toro Workman**
 Contact: Gene Manning
 Department: Recreation Department: Stadium
 Location: 1201 Mellonville Ave
 Type: New
 Useful Life: 10 years
 District: 1

5 Year (2017-2021) Historical Total	\$	-
2022-2026 Total	\$	25,808
CIP Project Total	\$	25,808

Description:

Toro Workman - (HDX) 2WD (Kubota Gas) with Canopy , Folding Windshield and Signal Light Kit.

Justification:

A workman providing mobility to transport people and tools to the larger property footprint for which the Recreation Department is now responsible.

<u>Expenditures</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>Total</u>
Toro Workman	\$ 25,808	\$ -	\$ -	\$ -	\$ -	\$ 25,808
Total Expenditures	\$ 25,808	\$ -	\$ -	\$ -	\$ -	\$ 25,808

<u>Funding Source</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>Total</u>
General Fund Transfer to CIP	\$ 25,808	\$ -	\$ -	\$ -	\$ -	\$ 25,808
Total Expenditures	\$ 25,808	\$ -	\$ -	\$ -	\$ -	\$ 25,808

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

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



2022 CAPITAL IMPROVEMENT PROGRAM

Project Name: **Dump Truck**
 Contact: Pete Wilson
 Department: Pw-Streets
 Location: Public Works Complex
 Type: Replacement
 Useful Life: 15 years
 District: N/A

5 Year (2017-2021) Historical Total	\$	-
2022-2026 Total	\$	170,000
CIP Project Total	\$	170,000

Description:

Replacement of truck #88

Justification:

88 1999 Sterling dump truck, 22 years old mileage 12688, 11619 hours, 103% meets all three criteria

<u>Expenditures</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>Total</u>
Dump Truck	\$ 170,000	\$ -	\$ -	\$ -	\$ -	170,000
Total Expenditures	\$ 170,000	\$ -	\$ -	\$ -	\$ -	170,000

<u>Funding Source</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>Total</u>
General Fund Transfer to CIP	\$ 170,000	\$ -	\$ -	\$ -	\$ -	170,000
Total Expenditures	\$ 170,000	\$ -	\$ -	\$ -	\$ -	170,000

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

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



2022 CAPITAL IMPROVEMENT PROGRAM

Project Name: **Matrix Message Board**

Contact: Pete Wilson

Department: PW-Streets

Location: Public Works Complex

Type: New

Useful Life: 15 years

District: N/A

5 Year (2017-2021) Historical Total	\$	-
2022-2026 Total	\$	17,000
CIP Project Total	\$	17,000

Description:

LED message Board for special events and city projects

Justification:

Public awareness/safety

<u>Expenditures</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>Total</u>
Matrix Message Board	\$ 17,000	\$ -	\$ -	\$ -	\$ -	\$ 17,000
Total Expenditures	\$ 17,000	\$ -	\$ -	\$ -	\$ -	\$ 17,000

<u>Funding Source</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>Total</u>
General Fund Transfer to CIP	\$ 17,000	\$ -	\$ -	\$ -	\$ -	\$ 17,000
Total Expenditures	\$ 17,000	\$ -	\$ -	\$ -	\$ -	\$ 17,000

Estimated Operating Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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Estimated Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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2022 CAPITAL IMPROVEMENT PROGRAM

Project Name: **4 Post Truck Lift 30k lbs**

Contact: Bill Getman

Department: PW-Fleet

Location: fleet

Type: New

Useful Life: 15 years

District: N/A

5 Year (2017-2021) Historical Total	\$	-
2022-2026 Total	\$	75,000
CIP Project Total	\$	75,000

Description:

Truck lift for larger/big trucks service

Justification:

Allows for more in house repairs on bigger equipment.

<u>Expenditures</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>Total</u>
4 Post Truck Lift 30k lbs	\$ 75,000	\$ -	\$ -	\$ -	\$ -	75,000
Total Expenditures	\$ 75,000	\$ -	\$ -	\$ -	\$ -	75,000

<u>Funding Source</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>Total</u>
General Fund Transfer to CIP	\$ 75,000	\$ -	\$ -	\$ -	\$ -	75,000
Total Expenditures	\$ 75,000	\$ -	\$ -	\$ -	\$ -	75,000

Estimated Operating Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	-
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Estimated Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	-
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2022 CAPITAL IMPROVEMENT PROGRAM

Project Name: **Vehicle #193 Replacement**

Contact: Bill Getman

Department: PW-Fleet

Location: Fleet

Type: Replacement

Useful Life: 15 years

District: N/A

5 Year (2017-2021) Historical Total	\$	-
2022-2026 Total	\$	45,000
CIP Project Total	\$	45,000

Description:

Replacement pickup truck #193

Justification:

Vehicle is over 17 years old criteria, has reached 80% of its value and is starting to have frequent breakdowns.

<u>Expenditures</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>Total</u>
Vehicle #193 Replacement	\$ 45,000	\$ -	\$ -	\$ -	\$ -	\$ 45,000
Total Expenditures	\$ 45,000	\$ -	\$ -	\$ -	\$ -	\$ 45,000

<u>Funding Source</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>Total</u>
General Fund Transfer to CIP	\$ 45,000	\$ -	\$ -	\$ -	\$ -	\$ 45,000
Total Expenditures	\$ 45,000	\$ -	\$ -	\$ -	\$ -	\$ 45,000

Estimated Operating Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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Estimated Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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2022 CAPITAL IMPROVEMENT PROGRAM

Project Name: **Fuel Pump-Diesel**

Contact: Bill Getman

Department: Fleet

Location: Fleet

Type: Replacing

Useful Life: 15 years

District: N/A

5 Year (2017-2021) Historical Total	\$	-
2022-2026 Total	\$	20,000
CIP Project Total	\$	20,000

Description:

Replacing old diesel pumps.

Justification:

Pumps 16 years old, exp mec breakdowns needs to be updated.

<u>Expenditures</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>Total</u>
Fuel Pump-Diesel	\$ -	\$ -	\$ -	\$ -	\$ -	-
Total Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	-

<u>Funding Source</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>Total</u>
General Fund Transfer to CIP	\$ -	\$ -	\$ -	\$ -	\$ -	-
Total Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	-

Estimated Operating Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	-
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Estimated Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	-
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2022 CAPITAL IMPROVEMENT PROGRAM

Project Name: **Welcome Center Replacement Windows**

Contact: Jim Beard

Department: PW-Facilities

Location: 230 E 1st St.

Type: Replacement

Useful Life: 20+ years

District: 1

5 Year (2017-2021) Historical Total	\$	-
2022-2026 Total	\$	90,000
CIP Project Total	\$	90,000

Description:

Replacing the windows at the City of Sanford Welcome Sanford

Justification:

Updating the windows.

<u>Expenditures</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>Total</u>
Welcome Center Replacement Window	\$ 90,000	\$ -	\$ -	\$ -	\$ -	\$ 90,000
Total Expenditures	\$ 90,000	\$ -	\$ -	\$ -	\$ -	\$ 90,000

<u>Funding Source</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>Total</u>
General Fund Transfer to CIP	\$ 90,000	\$ -	\$ -	\$ -	\$ -	\$ 90,000
Total Expenditures	\$ 90,000	\$ -	\$ -	\$ -	\$ -	\$ 90,000

Estimated Operating Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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Estimated Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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2022 CAPITAL IMPROVEMENT PROGRAM

Project Name: **Community Resource Center- A/C Units**

Contact: Jim Beard

Department: PW-Facilities

Location: 1213 Historic Goldsboro Blvd

Type: Replacement

Useful Life: 20+ years

District: 2

5 Year (2017-2021) Historical Total	\$	-
2022-2026 Total	\$	60,000
CIP Project Total	\$	60,000

Description:

4 wall mounted A/C units for the Resource Center (cost approx. \$15,000 per unit).

Justification:

AC units original to the building have exceeded their lift expeency. Need to be replace.

<u>Expenditures</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>Total</u>
Community Resource Center- A/C Units	\$ 60,000	\$ -	\$ -	\$ -	\$ -	60,000
Total Expenditures	\$ 60,000	\$ -	\$ -	\$ -	\$ -	60,000

<u>Funding Source</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>Total</u>
General Fund Transfer to CIP	\$ 60,000	\$ -	\$ -	\$ -	\$ -	60,000
Total Expenditures	\$ 60,000	\$ -	\$ -	\$ -	\$ -	60,000

Estimated Operating Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	-
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Estimated Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	-
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2022 CAPITAL IMPROVEMENT PROGRAM

Project Name: **Hoffman Electrical Enclosure**

Contact: Jim Beard

Department: Pw- Facilities

Location: S. Magnolia

Type: New

Useful Life: 15 years

District: 1

5 Year (2017-2021) Historical Total	\$	-
2022-2026 Total	\$	39,000
CIP Project Total	\$	39,000

Description:

Relocation of the electrical box off of South Magnolia

Justification:

This electrical box has been hit three times. By relocating this box it will reduce the amount of damage from impact it would occur.

<u>Expenditures</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>Total</u>
Hoffman Electrical Enclosure	\$ 39,000	\$ -	\$ -	\$ -	\$ -	\$ 39,000
Total Expenditures	\$ 39,000	\$ -	\$ -	\$ -	\$ -	\$ 39,000

<u>Funding Source</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>Total</u>
General Fund Transfer to CIP	\$ 39,000	\$ -	\$ -	\$ -	\$ -	\$ 39,000
Total Expenditures	\$ 39,000	\$ -	\$ -	\$ -	\$ -	\$ 39,000

Estimated Operating Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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Estimated Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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GLOSSARY

- GLOSSARY

Glossary

Accrual Basis - Accounting basis whereby revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows.

Activity - A specified and distinguishable line of work performed by a division.

Adopted Budget - The original budget as approved by City Commission at the beginning of the fiscal year.

Ad Valorem Taxes - Commonly referred to as property taxes, levied on both real and personal property, according to the property's valuation and tax rate.

Appropriation - An authorization made by the legislative body of a government, which permits officials to incur obligations and to make expenditures of governmental resources. Specific appropriations are usually made at the fund level and are granted for a one-year period.

Assets - Resources owned or held by the City, which have monetary value.

Balanced Budget - A budget adopted by the legislative body and authorized by ordinance where the proposed expenditures are equal to or less than the proposed resources.

Budget - A plan of financial operation, embodying an estimate of proposed means of financing it. The Budget "operating budget" is the financial plan adopted for a single fiscal year. The "proposed budget" designates the financial plan initially developed by departments and presented by the City Manager to the City Commission for approval. The "final budget" is the plan as modified and finally approved by that body. The approved budget is authorized by resolution and specifies the legal spending limits for the fiscal year.

Glossary

Budget Amendment - A legal procedure utilized by the City Staff and City Commission to revise a budget appropriation.

Budget Document - The compilation of the spending plans for the various funds, along with supporting schedules, tables and charts, which in total, comprises the annual revenue and expenditure plan.

Budget Message - A general discussion of the proposed budget presented in writing by the budget-making authority (City Manager) to the legislative body (City Commission).

Budgetary Control - The control or management of the organization in accordance with an approved budget for the purpose of keeping expenditures within the limitations of available appropriations and revenues.

Capital Budget - A plan of proposed capital outlays and the means of financing them for the current fiscal year.

Capital Improvement Program - A five-year plan for those expenditures anticipated within the City's capital improvement funds. It sets forth each project and its contemplated costs.

Current Taxes - Taxes that are levied and due within one year.

Encumbrances - Obligations in the form of purchase orders, contract or salary commitments, which are chargeable to an appropriation and for which a part of the appropriation is reserved. When paid, the encumbrance is liquidated.

Enterprise Fund - A fund established to account for operations that are financed and operated in a manner similar to private business enterprises-where the intent of the governing body is that the costs of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges.

Expenditures - The cost of goods received or services rendered whether cash payments have been made or encumbered.

Glossary

Fiscal Year - A twelve-month period designated as the operating year for accounting and budgeting purposes in an organization. The City's fiscal year runs from October 1 through September 30.

Five-Year Capital Plan - A plan for capital expenditures to be incurred each year over a five-year period to meet capital needs arising from the long-term work program or other capital needs. It sets forth each project or other contemplated expenditure in which the government is to have a part.

Fund - An accounting entity established to control receipt and disbursement of income from sources set aside to support specific activities or attain certain objectives. Each fund is treated as a distinct fiscal entity with a self-balancing set of accounts.

Fund Balance - Fund balance is the excess of assets over liabilities. Fund Balance does not necessarily mean funds available for expenditure. Fund Balance can be restricted, committed, or assigned. Only the unassigned balance over the minimum fund balance policy, which for City of Sanford is 25% is available for allocation for future year budgets. A negative fund balance is often referred to as a *deficit*.

Funding - Provides budgetary resources to cover the total cost of a program or project at the time it is undertaken.

GAAP - Generally Accepted Accounting Principles.

GASB - Governmental Accounting Standards Board.

GASB 34 - Governmental Accounting Standards Board Statement Number 34. This requires division of the City's assets into Governmental Activities, Business-Type Activities, and Component Units using the accrual basis of accounting.

General Fund - The fund used to account for all financial resources except those required to be accounted for in another fund. The General Fund is tax supported and is the general operating fund of the City.

Glossary

Grant - This is a financial award given by the state government, federal government, or other agency to support a particular program or activity. Grant proceeds are restricted to the use stipulated by the Grant Award. Misuse or misappropriation of Grant funds can impact the City for years to come.

Infrastructure - That portion of a City's assets located at or below ground level, including the water system, sewer system, and streets.

One-Time Expenditures - These are one-time expenditures authorized on a fiscal year basis for a specific purpose, and are not expected to be recurring costs as a part of normal operating expenditures.

Ongoing Expenditures - These expenditures are authorized as a part of the budget process for recurring/ongoing operational needs.

Operating Budget - Plans of current expenditures and the proposed means of financing them. The annual operating budget is the primary means by which most of the financing, acquisition, spending, and service delivery activities of the City are controlled.

Public Hearing - a noticed meeting (per statute and/or ordinance) relating to legal action by the City Commission; usually requires that the public must be heard before action is taken.

Revenue - These are amounts estimated to be received from taxes and other sources during the fiscal year.

Roll-Back Rate - The millage necessary to raise the same amount of Ad Valorem tax revenue as the previous year, excluding taxes for new construction.

Rollover - Any equipment, contractual, commodity, or capital project that has been previously approved by the City Commission but for various reasons has not been implemented on schedule.

Glossary

Taxable Value - The assessed value less homestead and other exemptions, if applicable.

Truth in Millage - The Florida Truth in Millage Act (TRIM) serves to formalize the property tax levying process by requiring a specific method of tax rate calculation, form of notice, public hearing requirements, and advertisement specifications prior to the adoption of a budget tax rate.