



**FINAL BUDGET**  
***2024 - 2025 FISCAL YEAR***  
**OCTOBER 1, 2024 - SEPTEMBER 30, 2025**

**PREPARED BY THE**  
***OFFICES OF THE CITY MANAGER AND FINANCE***



CITY OF  
**SANFORD**  
FLORIDA

*City of Sanford, Florida*

# **2024/2025 Budget**

*October 1, 2024 – September 30, 2025*

## **City Commission**

**Art Woodruff, Mayor**  
**Sheena Britton, District 1**  
**Kerry Wiggins, Sr., District 2**  
**Patrick Austin, District 3**  
**Patty Mahany, District 4, Vice Mayor**

## **City Manager**

**Norton N. Bonaparte, Jr.**

## **Assistant City Manager**

**Craig Radzak**

## **Finance Director**

**Cynthia Lindsay, CPA, CGFO**



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# Community Profile

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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.**

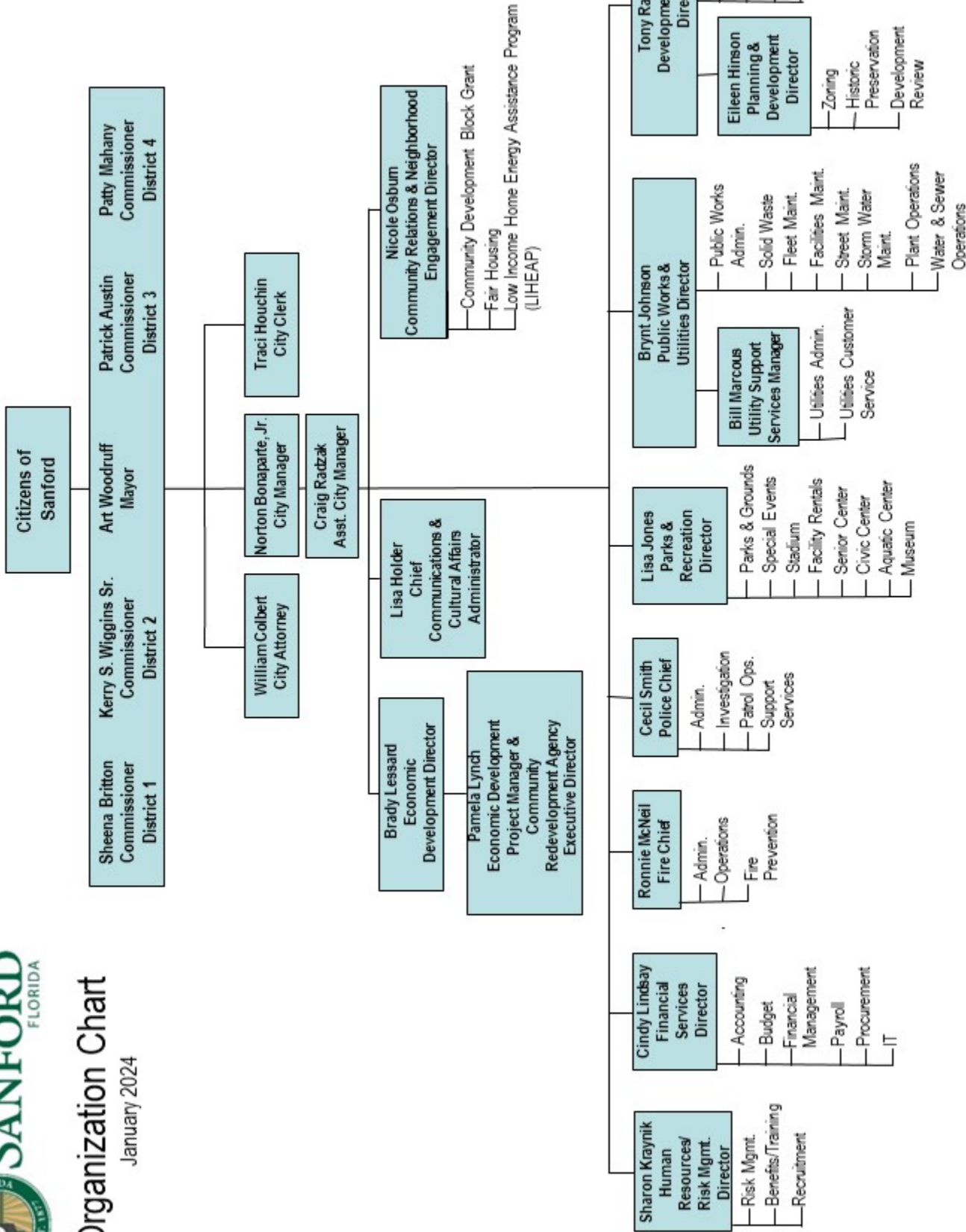
## **OUR MISSION**

**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.**

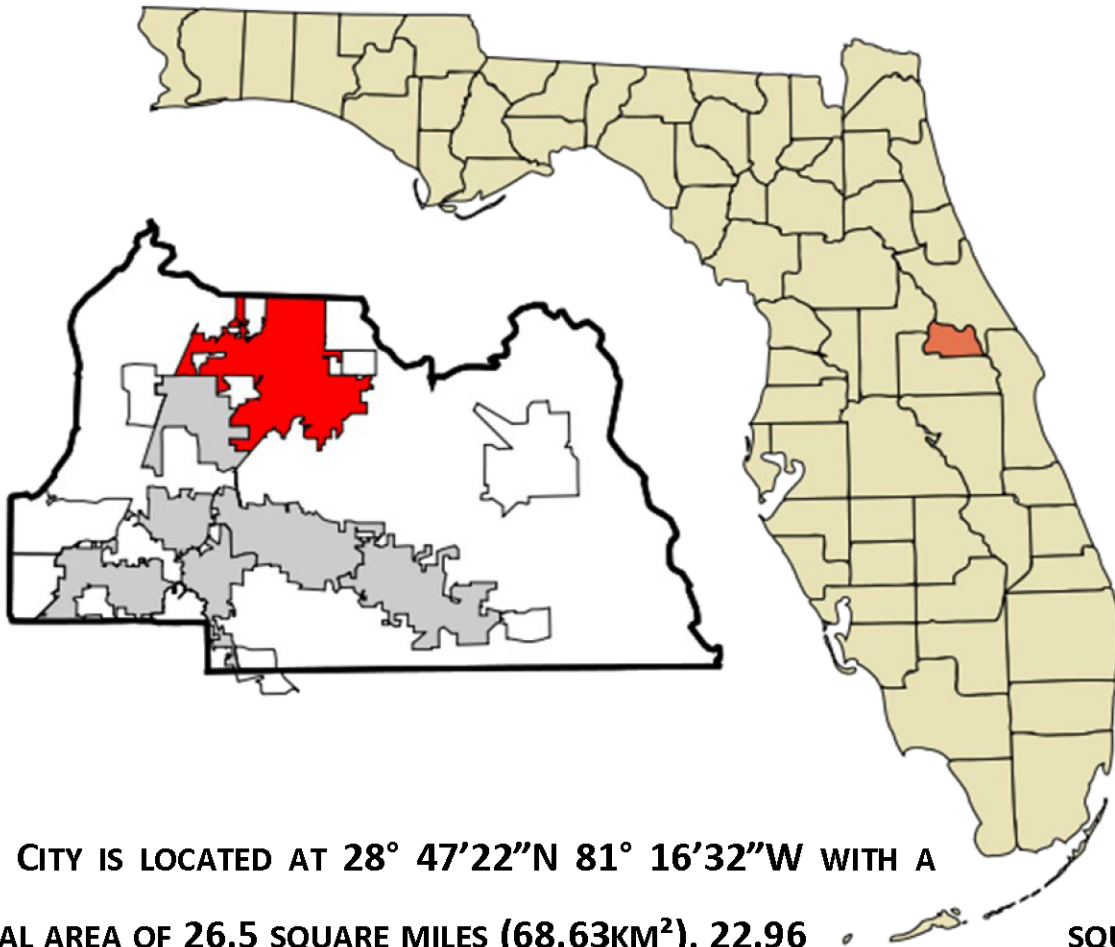


# Organization Chart

January 2024



# CITY OF SANFORD LOCATION



THE CITY IS LOCATED AT  $28^{\circ} 47'22''N$   $81^{\circ} 16'32''W$  WITH A  
TOTAL AREA OF 26.5 SQUARE MILES ( $68.63\text{KM}^2$ ), 22.96 SQUARE  
MILES ( $59.47\text{KM}^2$ ) OF LAND, AND 3.54 SQUARE MILES ( $9.17\text{KM}^2$ ) 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 148 sworn officers and 86 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.



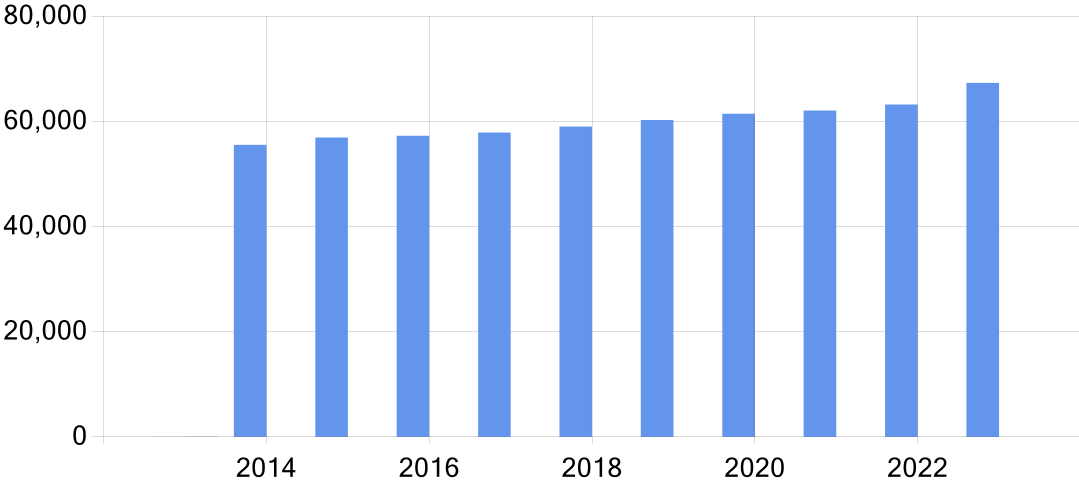
# Sanford Demographics

Employer Name	Business Type	Employees
Seminole County Public Schools	Public Schools	1,732
Seminole State College	College	1,526
Seminole County Government	Government	1,375
Seminole County Sheriff	Government	1,308
Central Florida Regional Hospital	Medical	1,100
City of Sanford	Government	578
CPH Engineers	Service	417
Seminole Toyota	Auto	305
Waste Pro	Service	290
Walmart Stores - Sanford	Retail	241

Unemployment Rate	FY 2020	FY 2021	FY 2022	FY 2023
City of Sanord	6.5%	4.4%	2.7%	2.6%

# Sanford Demographics

**City of Sanford Population by Fiscal Year**



Source Office of Economic and Demographic Research-Florida Population Estimates for Count...

# Largest Local Taxpayers

Taxpayer Name	Taxable Value	Total Taxes
Florida Power & Light Co.	96,927,484	709,994
CRLP Twin Lakes LLC	58,740,117	430,271
Solstice Loop Holdings LLC	55,839,174	409,022
Lakes Edge Apartments LLC	54,060,802	395,995
Vue on Lake Monroe	48,779,164	357,307
Bre Piper MF Westlake FL LLC	43,261,841	316,893
SPU8 FB Seminole JV Prop LLC	42,523,028	311,481
Solara Holdings - CJ LLC	42,197,212	309,095
Seminole Mall Realty Holding LLC	40,182,492	294,337
Wal-Mart Stores East LP	37,429,435	274,171

# 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 in 2020; Elected to Mayor: 2022**

**Current Term Expires: 2026**

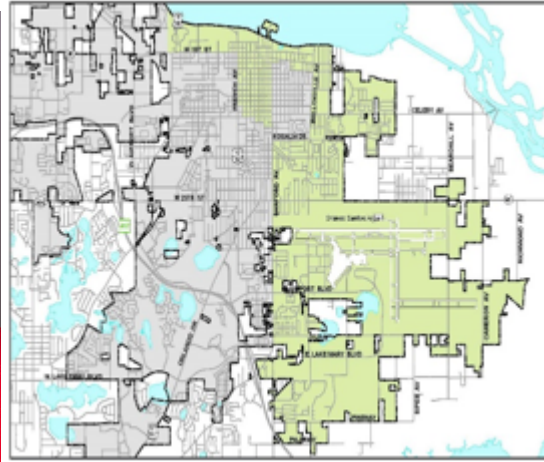


Art Woodruff was born and raised in Sanford as a sixth generation Sanfordite. Graduating from Seminole High School in 1980 he attended the University of North Carolina and returned to Sanford where he started teaching in Seminole County Public Schools. After fourteen years at Seminole High School as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

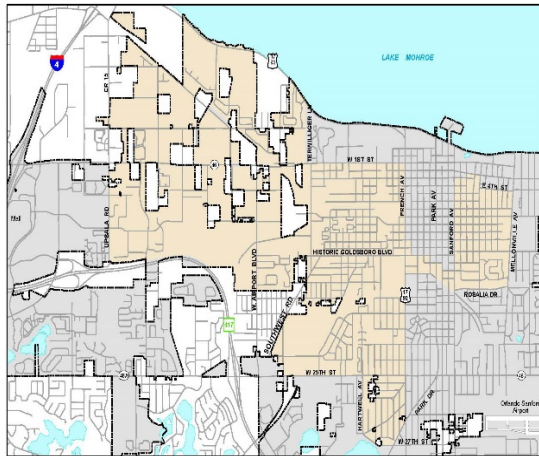
Art and his wife Patti have been married since 1995 and have two children, Daniel and Rachel. Patti is a health care coordinator for Kindred at Home. First elected as the District 1 Commissioner in 2001, he served through 2010. After one term off, he was again elected in November 2014. In July 2020 he 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; Elected: 2022**  
**Current Term Expires: 2026**



**Kerry Wiggins, Sr., District 2**  
**Elected: 2019**  
**Current Term Expires: 2026**





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



**Craig Radzak**  
**Assistant City Manager**  
**Since: 2022**

# 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/Goals*

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/Strategies to implement Goals*

#### *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  
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FLORIDA

# BUDGET MESSAGE

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- **CITY MANAGER'S MESSAGE**



CITY OF  
**SANFORD**  
FLORIDA

September 30, 2024

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

In compliance with state law and the City Charter, we are submitting the 2024/2025 Budget. As required by Section 5.04 of the City Charter, the final budget for 2025 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 proposed 2024/2025 budget totals approximately \$208.6 million for all activities, including utility funds, capital projects, debt service and other special revenue funds. Total expenditures are increasing \$22,051,717, an increase of 11.82% from last year’s final budget. The increase is attributed to the General Fund increasing \$9,204,487, the Special Revenue Funds increasing \$2,396,716, the Debt Service Fund increasing \$582,945, the Capital Project Funds increasing \$2,593,068, the Enterprise Funds increasing \$5,311,927, the CRA Fund increasing \$215,226, and the Internal Service Funds increasing \$1,747,348.

### **General Fund**

By employing zero-based budgeting, the 2025 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 6.86% 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 6% salary increase increase to cover cola raises, a merit increase, and a stability component for non-union employees. The IAFF and FOP pay adjustments are 6% per their approved contracts.
- Capital – this proposal includes funding for various infrastructure and equipment needs of which funding from General Fund amounts to \$5,705,180. Please see the CIP plan under the Capital Improvement Plan Section for further details.

## Property Tax Rate and Revenues

On May 24, the Seminole County Property Appraiser provided the required Certification of Value with a total current year taxable value for property in Sanford of \$6 billion. This was a 12.15% 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 6.86%, compared to the current year's rate of 7.325 mills. The current millage rate of 7.325 will increase revenues by 11.86%.

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	6,044,827,626	6,044,827,626	6,044,827,626
Roll-back Rate	6.8649	6.8649	6.8649
Rate Options	10.0000	6.8649	7.325
Current Rate	7.325	7.325	7.325
Percent Increase (Decrease) over Rollback	6.7022%	-%	6.7022%
Property Tax Revenues at Rate Option	57,425,862	39,422,280	42,064,444
Property Tax Revenue at Roll-back Rate	41,497,137	41,497,137	41,497,137
Revenues at Rate Options vs. Roll-back Rate	15,928,725	(2,074,857)	567,307

At the final millage rate of 7.325, on average, the single family homeowner will pay \$841.46 a year or \$52.85 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 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 \$1.1 million for road work in 2024/2025. The Third Generation Sales Tax Fund will provide about \$4.8 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 2024/2025 the City's obligation to this agency will exceed \$2.5 million.

## **Debt Service Fund**

The Debt Service Fund provides for the repayment of debt for general government obligations (debt payments for enterprise and redevelopment funds are shown in their respective funds). This fund pays for the City's fire truck leases, police vehicle leases, and the 2023 Construction Bond – approximately \$2.8 million in annual payments.

## **Capital Projects Funds**

The Capital Projects Funds contain governmental capital projects, usually funded through a combination of transfers from the General Fund, Grants, Impact Fees, Donations and other funds as applicable. Capital funded from the General Fund in the 2025 budget is \$5,705,180 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 2025 are 7% for water and sewer fees and CPI for Solid Waste.

## **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 2025 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 2022 went through nine years without merit raises and six years without COLA's while having many benefits reduced or eliminated.

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 six 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.

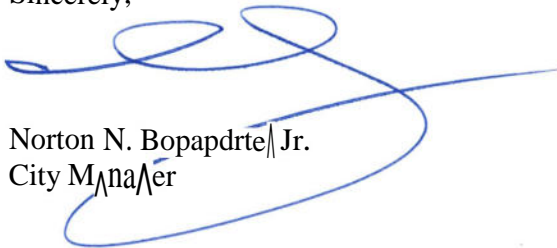
**Future Budget Impacts**

The current forecast on general fund revenues is approximately 6.5% in FY 2026 for a total revenue increase of \$5,029,400 and the following increases in expenditures are expected:


> Salary and Benefit Increases	\$ 4,651,348
> Operational costs	\$ 378,052
> 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 \$283.2 million dollars worth of asset repairs and replacements that must be addressed on average every 23 years. The past twelve 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 \$54 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 \$12.3 million per year. We continue to urge the City Commission to think strategically and long-term as it relates to budget development.

Sincerely,



Norton N. Bopapdrte Jr.  
City Manager



Cynthia M. Lindsay  
Director of Finance

# BUDGET OVERVIEW

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



CITY OF  
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FLORIDA

# Budget Process

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

## **Budget Guidelines (February)**

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

## **Budget Submission and Review (March/April)**

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

## **Budget Review (May)**

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

## **Budget Workshop (July)**

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

## **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. Citizen participation and attendance is encouraged during the public hearings for input.

## **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 2024-2025		
DATE	ACTIVITY	PARTICIPANTS
<b>February 12</b>	Distribute Budget Materials.Training Session	Department Directors Division Managers Finance Manager
<b>March 1</b>	Submit updated CIP Budgets & Finance	Department Directors Division Managers
<b>March 8</b>	Submit Budget Request to Finance	Department Directors Division Managers
<b>March 18</b>	Finance reviews Budget Requests and returns with questions to Departments	Finance Manager
<b>April 1</b>	Departments return Budget Requests with all questions answered to Finance	Department Directors Division Managers
<b>April 8</b>	Health, Liability, Property and Workers Compensation Insurance Cost Estimates Dues	Department Directors Division Managers
<b>April 15 - April 25</b>	Departments & Finance Budget Review Meetings	Finance Director Finance Manager Department Directors Division Managers
<b>April 29 - May 9</b>	Budget Review Meetings	City Manager Deputy City Manager Finance Director Finance Manager Department Directors Division Managers
<b>May 24</b>	Preliminary estimate of taxable value submitted to City	Property Appraiser
<b>June 7</b>	Draft of Proposed Budget to City Manager	Finance City Manager
<b>June 30</b>	Proposed Budget submitted to Commission	City Manager
<b>June 30</b>	Certification of Taxable Value submitted to City	Property Appraiser

## BUDGET CALENDAR

FY 2023-2024		
DATE	ACTIVITY	PARTICIPANTS
<b>July 10</b>	Budget Workshop	City Commission City Manager Deputy City Manager Department Directors Division Managers
<b>July 12/17</b>	Budget Workshop (2nd Day)	City Commission City Manager Deputy City Manager Department Directors Division Managers
<b>July 22</b>	Last Regular Meeting to approve tentative millage rate and hearing schedule	City Commission City Manager
<b>Not Later than July 28</b>	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
<b>August 2</b>	Final Changes to budget completed	City Manager Finance Director
<b>Not later than August 24</b>	Mailing of Notice of Proposed Property Taxes (TRIM notice)	Property Appraiser
<b>September 9</b>	First Public Hearing to adopt proposed millage rates and budget	City Commission City Manager Finance Director
<b>September 19</b>	Newspaper advertisement of Second Public Hearing and Budget Summary Statement	Finance Director
<b>September 23</b>	Second and Final Public Hearing to adopt final millage rates and budget	City Commission City Manager Finance Director
<b>Not Later Than September 25</b>	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 2024-25 budget is based on an operating millage of 7.325. Anticipated collection of Ad Valorem Taxes (Property Taxes) revenues for the General Fund in FY24-25 is \$40,565,555 which represents approximately 51.91% of total General Fund revenues.

**Communication Services Taxes** - 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 \$2,848,593 for fiscal year 2024-25, representing approximately 3.65% 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 \$8,134,840 for fiscal year 2024-25; \$6,804,477 for electricity, \$1,038,849 for water, \$190,001 for gas, and \$101,513 for propane. Utility Tax revenue represents approximately 10.41% 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

\$6,496,010 for fiscal year 2024-25; which represents approximately 8.31% 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 \$1,016,426 for fiscal year 2024-25, which represents approximately 1.30% 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 \$8,268,621 for fiscal year 2024-25; this represents \$2,474,671 for State Revenue Sharing, \$14,165 for Mobile Home Licenses Tax, \$71,105 for Alcoholic Beverage License Tax, \$5,178,716 for Half-Cent Sales Tax, \$40,938 for Occupational Licenses, \$30,031 for Firefighters Supplemental Compensation Fund \$35,889 for Other Transportation, and \$416,486 in federal and state grants. Intergovernmental Revenues represent approximately 10.58% 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 2024-25, charges for service fees are estimated at \$4,228,254, which represents approximately 5.41% 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 \$3,180,519 for fiscal year 2024-25, which represents approximately 4% of General Fund revenues.

## **Miscellaneous Revenues**

**Fines & Forfeitures** - Includes revenues received from court fines and public safety ordinances. For fiscal year 2024-25, Fines and Forfeitures are estimated at \$185,005 which represents less than 1% of General Fund revenues.

**Rents and Royalties** – Marina Motel Lease Rent, and other leases. For fiscal year 2024-25, Rents and Royalties are estimated at \$39,234, 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 2024-25, Miscellaneous Revenues are estimated at \$3,217,732, which represents 4.12% of General Fund revenues

# Enterprise Funds

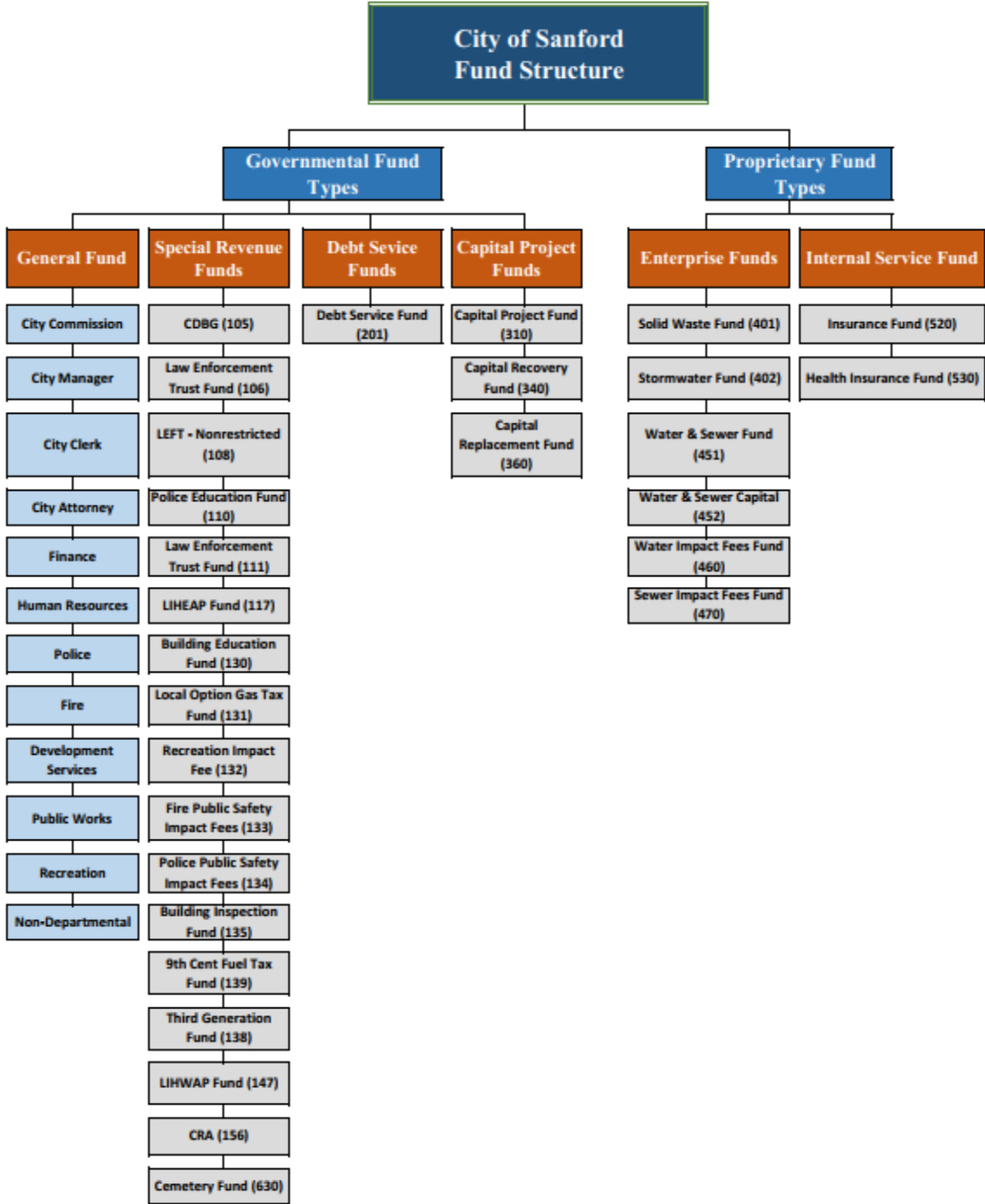
**Water & Wastewater Charges** – Charges paid by residents and businesses for the use of water and sewer services. Water and sewer charges are billed monthly and include a monthly minimum charge to cover administrative costs and specified monthly minimum gallons. These revenues are accounted for in the Utility Fund. For fiscal year 2024-25, Water and Wastewater Revenues are estimated at \$36,058,381, which approximately 68.7% of Enterprise Funds revenues.

**Water and Wastewater Impact Fees** – Impact Fees are collected for commercial and residential developments. For fiscal year 2024-25, Water Impact Fee Revenues are estimated at \$624,410, and Wastewater Impact Fee Revenues are estimated at \$1,296,113. Both represents approximately 3.7% of the total Enterprise Fund revenues.

**Stormwater Fees** – Stormwater activities are derived from fees through Stormwater Utility fees. For fiscal year 2024-25, Stormwater fees are estimated at \$6,170,886, which represents approximately 11.8% of Enterprise Fund 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 2024-25, Solid Waste fees are estimated at \$8,342,745, which represents approximately 15.9% of Enterprise Fund revenues.

# Financial Structure



# Financial Structure

## **Basis of Accounting**

Basis of accounting refers to when revenues and expenditures are recognized in the accounts and reported in the financial statements. Basis of accounting also relates to the timing of the measurements made regardless of the measurement focus. The term measurement in this definition relates to the accounting of revenues and expenditures and how they are grouped for reporting in the City's financial statements.

The City of Sanford maintains accounting records on a budget basis as well as a GAAP (Generally Accepted Accounting Principles) basis. For financial reporting purposes (not budgeting itself), governmental funds rely on the modified accrual basis of accounting whereas proprietary funds use full accrual. Under the modified accrual basis revenues are recognized when they are both measurable and available and expenditures are recognized when incurred. Under full accrual method, revenues are recorded when earned and expenses are recorded when the liability is incurred.

## **Basis of Budgeting**

Annual budgets are adopted on a basis consistent with U.S. generally accepted accounting principles, and the City uses a cash basis for budgeting governmental funds. The revenues projected are expected to be received within the budget year presented. Likewise the expenditures projected are expected to be paid out during the budget year. Using this assumption, the current year revenues are compared to the expenditures to ensure that each fund has sufficient revenues to cover expenditures during the budget year or that there are sufficient cash reserves in the fund to cover a revenue shortfall. Annual appropriated budgets are adopted for the General, Special Revenue, Debt Service, Capital Projects, Enterprise, and Internal Service Funds. All operating and capital expenditures and revenues are identified in the budgeting process because of the need for appropriation authority.

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 ACFR are indicated 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:

**Recreation Donation Fund** – To account for donations received by the City for recreation programs.

**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.

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

**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.

**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.

**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.

**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.

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

**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.

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

**Public Art Commission Fund** – To account for certain funds set aside to be used for public art.

**9th Cent Fuel Tax** – To account for the City’s share of distributions related to the local government revenue sharing tax. Monies are used to fund transportation projects.

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

**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 2024-25, Water and Wastewater Revenues are estimated at \$36,058,381, which represents approximately 68.7% of Enterprise Funds revenues.

**Water and Wastewater Impact Fees** – Impact Fees are collected for commercial and residential developments. For fiscal year 2024-25, Water Impact Fees Revenues are estimated at \$624,410, and Wastewater Impact Fees Revenues are estimated at \$1,296,113. Both represents approximately 3.8% of the total Enterprise Funds revenues.

**Stormwater Fees** - Stormwater activities are derived from fees through Stormwater Utility fees. For fiscal year 2024-25, Stormwater Fees are estimated at \$6,170,886, which represents approximately 12.06% 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 2024-25, Solid Waste Fees are estimated at \$8,342,745, which represents approximately 16.3% 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.

**Marina** - To account for the operations of the city's municipal marina. 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 Annual Comprehensive Financial Report (ACFR).

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 \$10,000 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  
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FLORIDA

# Citywide Budget

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

# 2025 Citywide Budget

	<i>General Fund</i>	<i>Special Revenue</i>	<i>Debt Service</i>	<i>Capital Projects</i>
<b>Use of Fund Balance</b>	\$ -	\$ 3,676,445	\$ -	\$ -
<b>Estimated Revenues</b>				
Taxes				
Property (Ad Valorem)	\$ 40,565,555	\$ -	\$ -	\$ -
Utility and Other Taxes	17,479,443	5,933,207	-	-
Business Tax	887,059	-	-	-
Other General Tax	102,455	-	-	-
Permits and Special Assessments	26,912	1,161,595	-	-
Intergovernmental	8,268,621	2,191,996	-	-
Charges for Services	4,228,254	66,800	-	6,500
Fines and Forfeitures	185,005	8,000	-	-
Other Revenues	6,398,253	2,175,501	-	407,022
<b>Total Revenues</b>	<b>78,141,557</b>	<b>11,537,099</b>	<b>-</b>	<b>413,522</b>
Transfers In	-	291,350	2,760,968	7,622,291
Debt Proceeds	-	-	-	1,463,781
<b>Total Revenues and Other Sources</b>	<b>78,141,557</b>	<b>11,828,449</b>	<b>2,760,968</b>	<b>9,499,594</b>
<b>Total Revenues, Transfers, and Balances</b>	<b>\$ 78,141,557</b>	<b>\$ 15,504,894</b>	<b>\$ 2,760,968</b>	<b>\$ 9,499,594</b>
<b>Expenditures</b>				
General Government	\$ 11,868,897	\$ 2,412,103	\$ -	\$ 938,600
Public Safety	39,757,033	213,095	2,760,968	3,654,094
Physical Environment	2,749,481	160,195	-	224,000
Transportation	2,320,211	9,582,070	-	305,000
Economic Environment	748,682	648,381	-	-
Human Services	156,756	1,110,653	-	-
Culture and Recreation	8,143,966	-	-	415,391
<b>Total Expenditures/Expenses</b>	<b>65,745,026</b>	<b>14,126,497</b>	<b>2,760,968</b>	<b>5,537,085</b>
Transfers Out	11,524,609	-	-	-
Other Uses	871,922	-	-	-
<b>Total Expenditures and Other Uses</b>	<b>78,141,557</b>	<b>14,126,497</b>	<b>2,760,968</b>	<b>5,537,085</b>
Addition to Reserve (Fund Balance)	-	1,378,397	-	3,962,509
<b>Total Appropriations and Reserves</b>	<b>\$ 78,141,557</b>	<b>\$ 15,504,894</b>	<b>\$ 2,760,968</b>	<b>\$ 9,499,594</b>

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

# 2025 Citywide Budget

	<i>Enterprise Fund</i>	<i>CRA Component</i>	<i>Internal Service</i>	<i>Total</i>
<b>Use of Fund Balance</b>	\$ 17,975,360	\$ -	\$ 387,200	\$ 22,039,005
<b>Estimated Revenues</b>				
<b>Taxes</b>				
Property (Ad Valorem)	\$ -	\$ 1,498,889	\$ -	\$ 42,064,444
Utility and Other Taxes	-	-	-	23,412,650
Business Tax	-	-	-	887,059
Other General Tax	-	-	-	102,455
Permits and Special Assessments	1,920,523	-	-	3,109,030
Intergovernmental	12,560	955,449	-	11,428,626
Charges for Services	50,345,663	-	14,695,081	69,342,298
Fines and Forfeitures	-	-	-	193,005
Other Revenues	4,500,247	139,076	1,426,578	15,046,677
<b>Total Revenues</b>	<b>56,778,993</b>	<b>2,593,414</b>	<b>16,121,659</b>	<b>165,586,244</b>
Transfers In	8,864,511	-	-	19,539,120
Debt Proceeds	-	-	-	1,463,781
<b>Total Revenues and Other Sources</b>	<b>65,643,504</b>	<b>2,593,414</b>	<b>16,121,659</b>	<b>186,589,145</b>
<b>Total Revenues, Transfers, and Balances</b>	<b>\$ 83,618,864</b>	<b>\$ 2,593,414</b>	<b>\$ 16,508,859</b>	<b>\$ 208,628,150</b>
<b>Expenditures</b>				
General Government	\$ -	\$ -	\$ -	\$ 15,219,600
Public Safety	-	-	-	46,385,190
Physical Environment	74,628,755	-	-	77,762,431
Transportation	-	-	-	12,207,281
Economic Environment	-	2,593,414	-	3,990,477
Human Services	-	-	-	1,267,409
Culture and Recreation	-	-	-	8,559,357
<b>Total Expenditures/Expenses</b>	<b>74,628,755</b>	<b>2,593,414</b>	<b>-</b>	<b>165,391,745</b>
Transfers Out	8,864,511	-	-	20,389,120
Other Uses	-	-	15,925,737	16,797,659
<b>Total Expenditures and Other Uses</b>	<b>83,493,266</b>	<b>2,593,414</b>	<b>15,925,737</b>	<b>202,578,524</b>
Addition to Reserve (Fund Balance)	125,598	-	583,122	6,049,626
<b>Total Appropriations and Reserves</b>	<b>\$ 83,618,864</b>	<b>\$ 2,593,414</b>	<b>\$ 16,508,859</b>	<b>\$ 208,628,150</b>

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

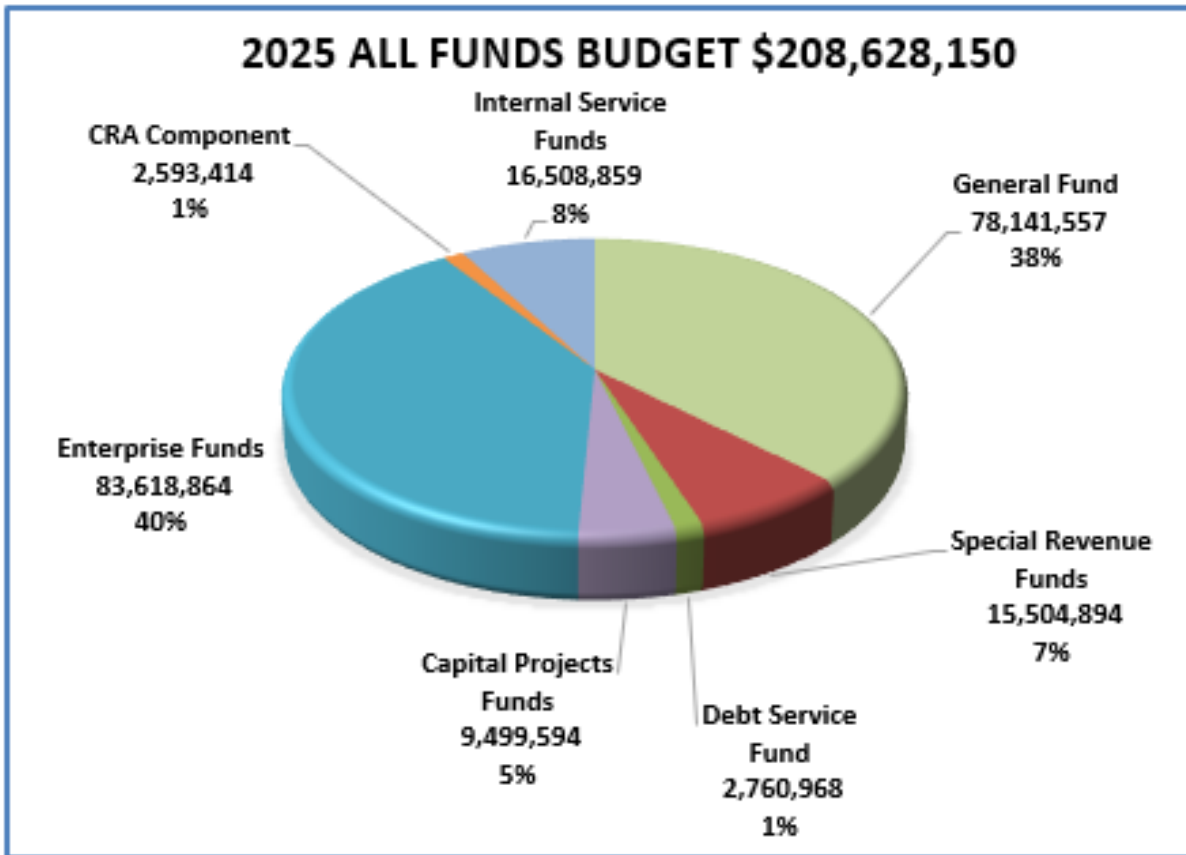
## Changes in Fund Balance Analysis

	Actual Balance as of 9/30/23	Estimated Revenues 2023-24	Estimated Expenditures 2023-24	Net Change	Estimated Balance 9/30/24	Budgeted Revenues 2024-25	Budgeted Expenditures 2024-25	Net Change	Estimated Balance 9/30/2025	
<b>General Fund</b>	46,727,884	68,937,070	(68,937,070)	0	46,727,884	78,141,557	(78,141,557)	0	46,727,884	0%
<b>2nd Dollar Fund</b>	104,171	13,116	(20,388)	(7,272)	96,899	14,720	(75,000)	(60,280)	36,619	-62%
<b>Law Enforcement Trust Fund</b>	360,662	21,926	0	21,926	382,588	56,750	0	56,750	439,338	15%
<b>LIHEAP</b>	627,850	1,123,718	(1,123,718)	0	627,850	1,110,654	(1,110,654)	0	627,850	0%
<b>Local Option Gas Tax Fund</b>	2,515,635	1,430,977	(1,403,860)	27,117	2,542,752	1,282,666	(3,819,570)	(2,536,904)	5,848	-100%
<b>Impact Fee Funds</b>	3,607,653	519,699	(721,534)	(201,835)	3,405,818	740,097	(138,095)	602,002	4,007,820	18%
<b>Building Fund</b>	9,334,057	2,134,981	(1,984,127)	150,854	9,484,911	1,355,826	(2,302,403)	(946,577)	8,538,334	-10%
<b>CRA Fund</b>	5,312,543	2,378,188	(2,378,188)	0	5,312,543	2,530,119	(2,530,119)	0	5,312,543	0%
<b>3rd Generation Fund</b>	16,183,717	5,782,228	(5,267,000)	515,228	16,698,945	5,882,145	(5,162,500)	719,645	17,418,590	4%
<b>Cemetery Fund</b>	146,283	133,676	(133,676)	0	146,283	160,195	(160,195)	0	146,283	0%
<b>Solid Waste Fund</b>	737,615	7,478,179	(7,384,801)	93,378	830,993	8,342,745	(8,217,147)	125,598	956,591	15%
<b>Stormwater Fund</b>	45,896,368	7,584,062	(14,592,804)	(7,008,742)	38,887,626	7,744,439	(8,565,829)	(821,390)	38,066,236	-2%
<b>Water and Wastewater Fund</b>	219,247,850	62,440,591	(62,440,591)	0	219,247,850	66,710,290	(66,710,290)	0	219,247,850	0%

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.

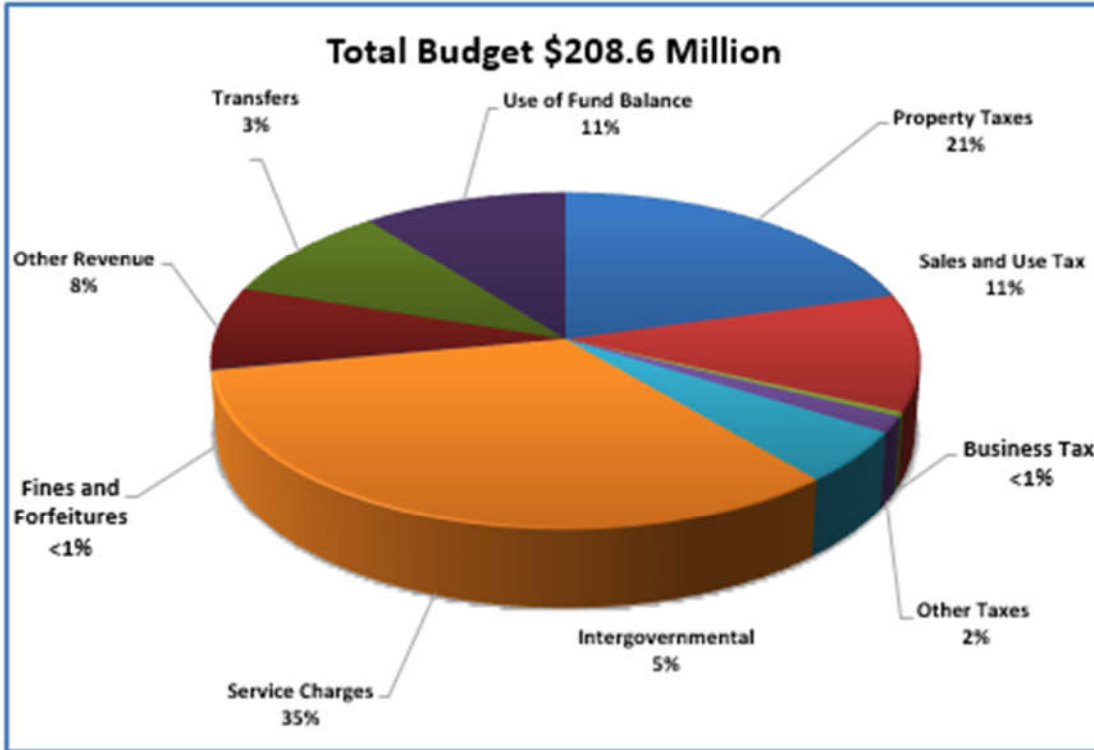
The 2nd Dollar Fund is decreasing more than 10% due to a decline in anticipated revenues and thus the use of fund balance to cover expenditures and does not have an anticipated impact on future budgets. The Local Option Gas Tax Fund is decreasing due to planned projects being used from Fund Balance exceed projected revenues.

## Citywide Budget

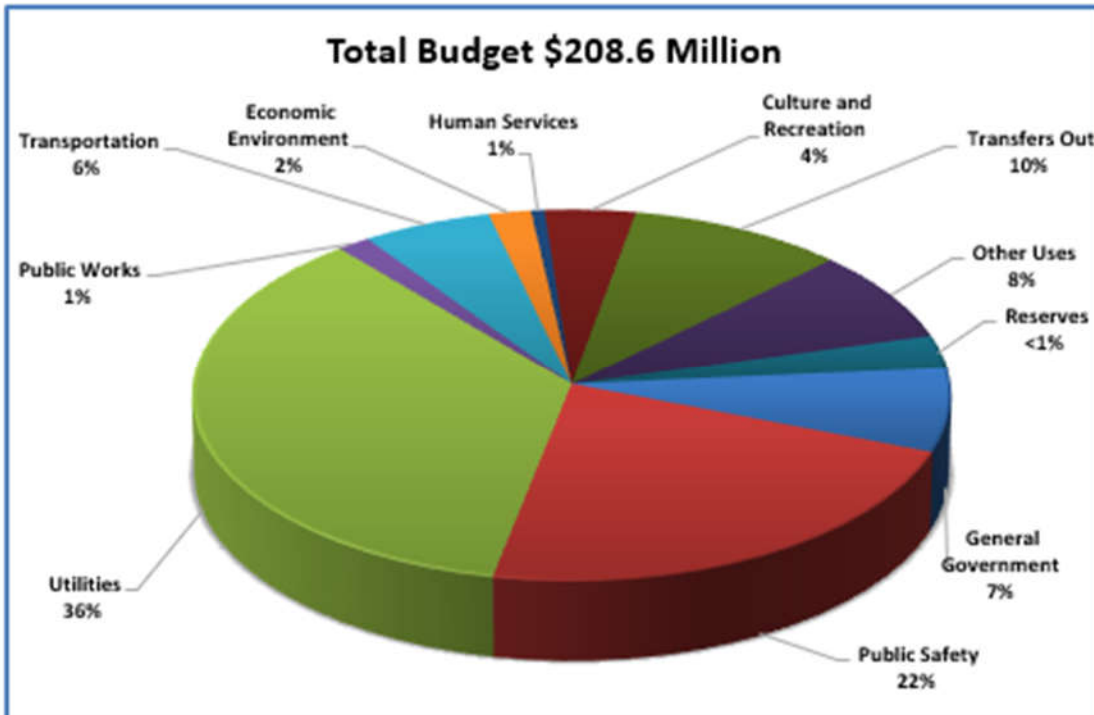


# Citywide Budget Summaries

## Revenues

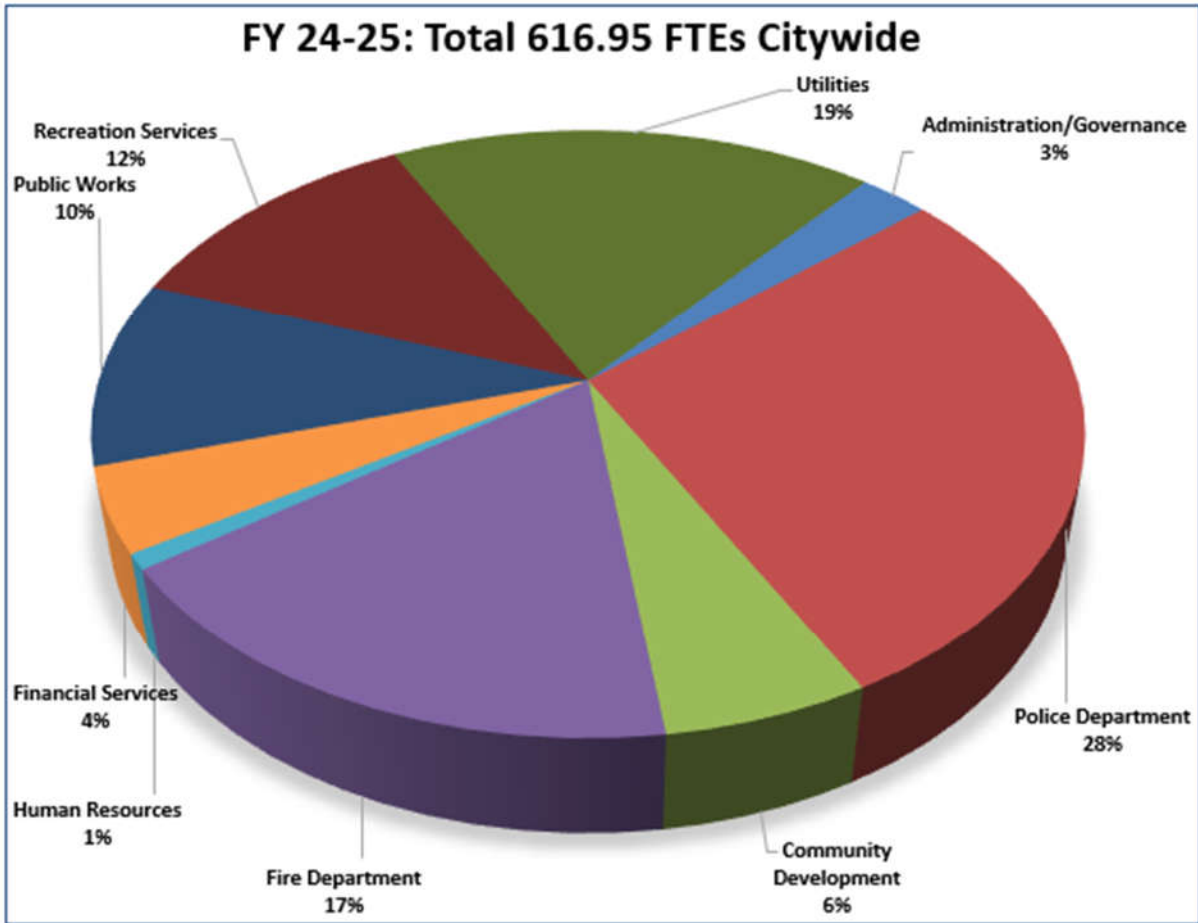


## Expenses





# Authorized Positions by Service Area





CITY OF  
**SANFORD**  
FLORIDA

# GENERAL FUND BUDGET

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- **GENERAL FUND BUDGET SUMMARIES**
- **GENERAL FUND FUNDING SOURCES**
- **GENERAL FUND EXPENDITURES**
- **GENERAL FUND FIVE YEAR FORECAST**



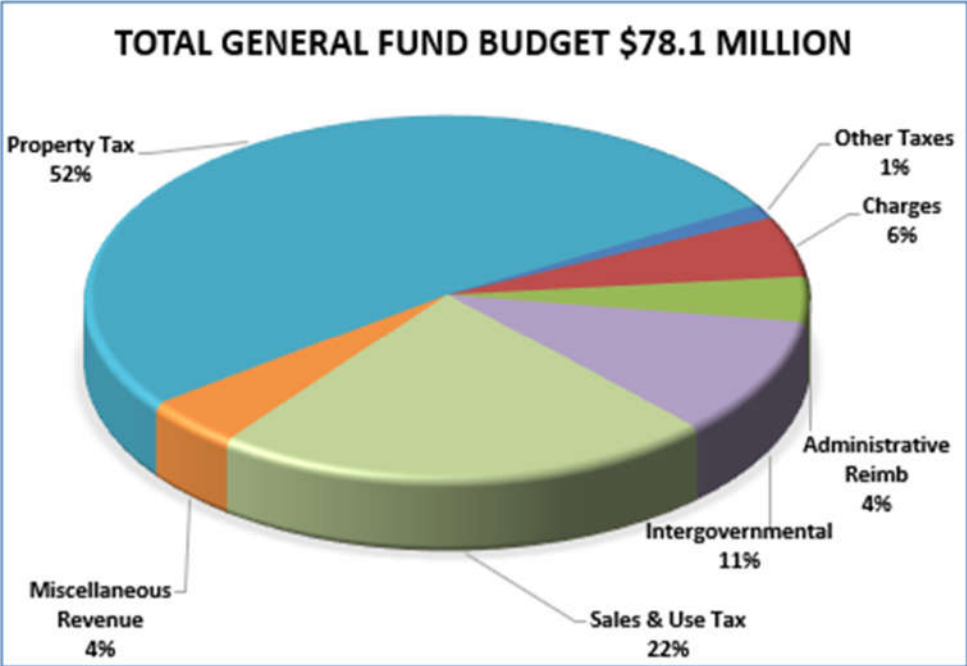
CITY OF  
**SANFORD**  
FLORIDA

# General Fund Budget Summary

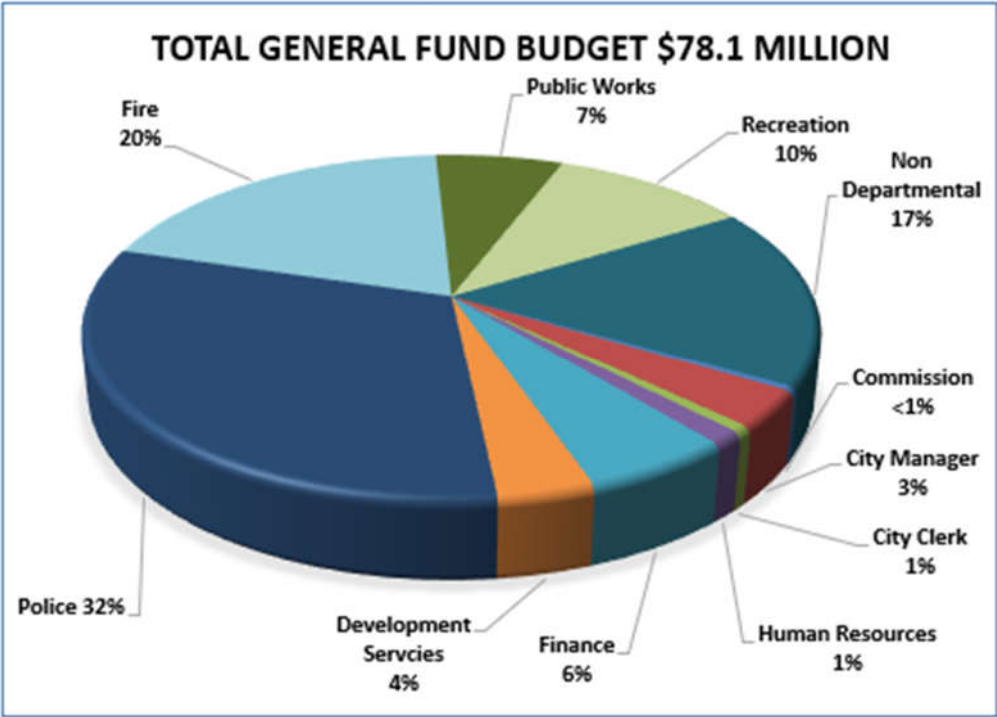
General Government Fund	2021 Actual	2022 Actual	2023 Actual	2024 Budget	2025 Budget
<b>Revenues</b>					
Taxes	39,840,739	43,045,538	49,732,043	52,541,427	59,061,424
Intergovernmental	8,123,998	8,374,439	7,974,736	7,900,650	8,268,621
Charges for Services	4,396,269	6,584,996	5,669,807	4,668,323	4,228,254
Fines and Forfeitures	313,388	203,069	171,745	143,530	185,005
Interest	57,780	(1,093,668)	2,107,027	413,235	3,072,665
Rents and Royalties	65,874	66,499	44,736	39,236	39,234
Disposition of Property	502	-	310	-	-
Contributions and Donations	22,078	2,200	5,350	-	-
Other	2,528,596	2,854,283	3,144,151	3,230,669	3,286,354
Transfers	91,368	84,000	-	-	-
Use of Fund Balance	-	-	-	-	-
<b>Total Revenues \$</b>	<b>55,440,592 \$</b>	<b>60,121,356 \$</b>	<b>68,849,905 \$</b>	<b>68,937,070 \$</b>	<b>78,141,557</b>
<b>Expenditures</b>					
Commission	425,093	233,726	240,769	291,004	310,313
City Manager	1,686,059	1,984,592	1,840,211	2,412,805	2,679,376
City Clerk	318,497	366,589	379,952	437,919	484,355
Human Resources	484,596	719,658	904,510	888,838	951,439
Finance	2,771,242	2,869,054	3,168,925	4,318,204	4,435,177
Development Services	1,761,661	1,796,548	2,163,106	2,644,832	2,844,739
Police	17,241,723	18,172,826	19,922,349	22,586,634	24,474,057
Fire	9,783,366	10,456,138	12,330,203	13,873,163	15,282,976
Public Works	3,325,383	3,567,596	4,008,513	4,619,642	5,203,448
Recreation	5,459,544	5,955,855	7,280,302	7,630,180	8,143,966
Non Departmental	6,524,580	9,300,384	8,359,997	9,233,849	13,331,711
Total Expenditures	\$ 49,781,744	\$ 55,422,966	\$ 60,598,837	\$ 68,937,070	\$ 78,141,557
<b>Surplus/(Deficit)</b>	<b>\$ 5,658,848</b>	<b>\$ 4,698,390</b>	<b>\$ 8,251,068</b>	<b>- \$</b>	<b>-</b>
<b>Total Appropriation and Reserves</b>	<b>\$ 55,440,592</b>	<b>\$ 60,121,356</b>	<b>\$ 68,849,905</b>	<b>\$ 68,937,070</b>	<b>\$ 78,141,557</b>

# General Fund Budget Summaries

## Revenues



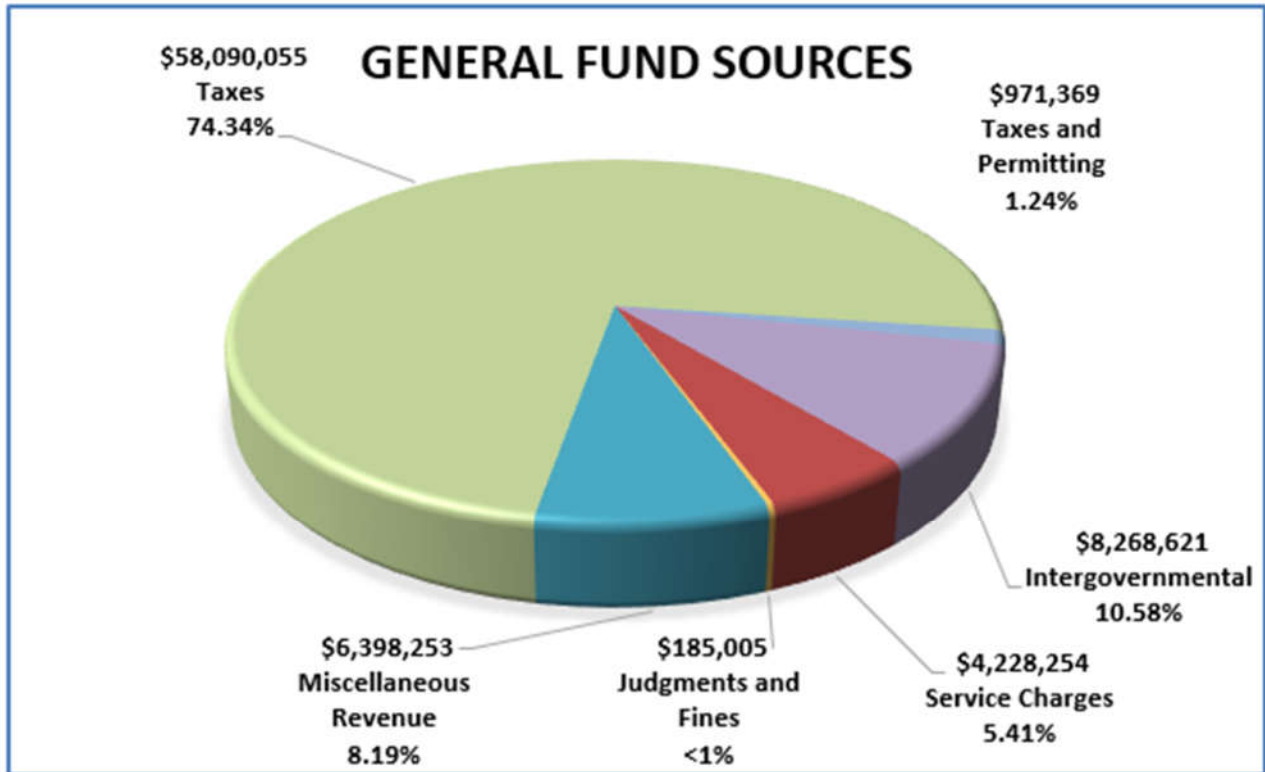
## Expenditures



## General Fund Sources

<i>Sources</i>	<i>2021</i> <i>Actual</i>	<i>2022</i> <i>Actual</i>	<i>2023</i> <i>Actual</i>	<i>2024</i> <i>Budget</i>	<i>2025</i> <i>Budget</i>
Property Taxes	\$ 25,706,262	\$ 27,658,623	\$ 32,090,477	\$ 36,265,248	\$ 40,565,555
Franchise Fees	5,185,468	5,899,095	6,631,504	6,176,520	6,496,010
Utility Service Tax	6,047,333	6,371,851	7,266,482	6,664,411	8,134,840
Communication Service Tax	2,177,860	2,329,129	2,574,970	2,596,174	2,848,593
Other General Tax	75,416	41,946	45,057	72,537	45,057
<b>Total Taxes</b>	<b>\$ 39,192,339</b>	<b>\$ 42,300,644</b>	<b>\$ 48,608,490</b>	<b>\$ 51,774,890</b>	<b>\$ 58,090,055</b>
Business Tax Receipts	\$ 636,130	\$ 720,809	\$ 1,053,375	\$ 742,485	\$ 887,059
Building Permits	12,271	24,085	70,178	24,052	84,310
<b>Total Taxes and Permits</b>	<b>\$ 648,401</b>	<b>\$ 744,894</b>	<b>\$ 1,123,553</b>	<b>\$ 766,537</b>	<b>\$ 971,369</b>
Federal Grants	\$ 1,046,345	\$ 106,503	\$ 171,611	\$ 73,708	\$ 416,466
State Grants	32,726	9,051	6,262	-	-
State Shared Revenue	6,984,317	8,225,729	7,738,935	7,778,585	7,804,577
Local Grants	12,111	14,413	19,841	6,640	6,640
County Shared Revenue	48,499	42,832	38,088	41,717	40,938
<b>Total Intergovernmental</b>	<b>\$ 8,123,998</b>	<b>\$ 8,398,528</b>	<b>\$ 7,974,737</b>	<b>\$ 7,900,650</b>	<b>\$ 8,268,621</b>
Payment in Lieu of Taxes	\$ 5,527	\$ 5,623	\$ 2,933	\$ -	\$ 1,237
General Government	828,191	1,391,116	700,237	851,958	196,615
Public Safety	2,790,568	3,541,208	4,143,522	3,443,558	3,614,201
Physical Environment	444,712	1,242,524	412,720	56,656	57,298
Transportation	-	-	-	-	304
Culture and Recreation	327,271	424,475	419,245	316,151	358,599
<b>Total Service Charges</b>	<b>\$ 4,396,269</b>	<b>\$ 6,604,946</b>	<b>\$ 5,678,657</b>	<b>\$ 4,668,323</b>	<b>\$ 4,228,254</b>
Fines and Forfeitures	\$ 83,853	\$ 94,617	\$ 73,872	\$ 64,568	\$ 61,155
Violations of Local Ordinances	229,534	108,453	97,874	78,962	123,850
<b>Total Judgments and Fines</b>	<b>\$ 313,387</b>	<b>\$ 203,070</b>	<b>\$ 171,746</b>	<b>\$ 143,530</b>	<b>\$ 185,005</b>
Interest	\$ 57,780	\$ (1,093,668)	\$ 2,107,027	\$ 413,235	\$ 3,072,665
Rents and Royalties	65,874	66,499	44,736	39,236	39,234
Disposition of Property	502	-	310	-	-
Contributions and Donations	22,078	2,200	5,350	-	-
Other Miscellaneous Revenues	2,528,596	2,854,283	3,152,135	3,230,669	3,286,354
Interfund Transfers	91,368	84,000	-	-	-
Use of Reserves (Fund Balances)	-	-	-	-	-
<b>Total Other Revenues</b>	<b>\$ 2,766,198</b>	<b>\$ 1,913,314</b>	<b>\$ 5,309,558</b>	<b>\$ 3,683,140</b>	<b>\$ 6,398,253</b>
<b>Total Sources</b>	<b>\$ 55,440,592</b>	<b>\$ 60,165,396</b>	<b>\$ 68,866,741</b>	<b>\$ 68,937,070</b>	<b>\$ 78,141,557</b>

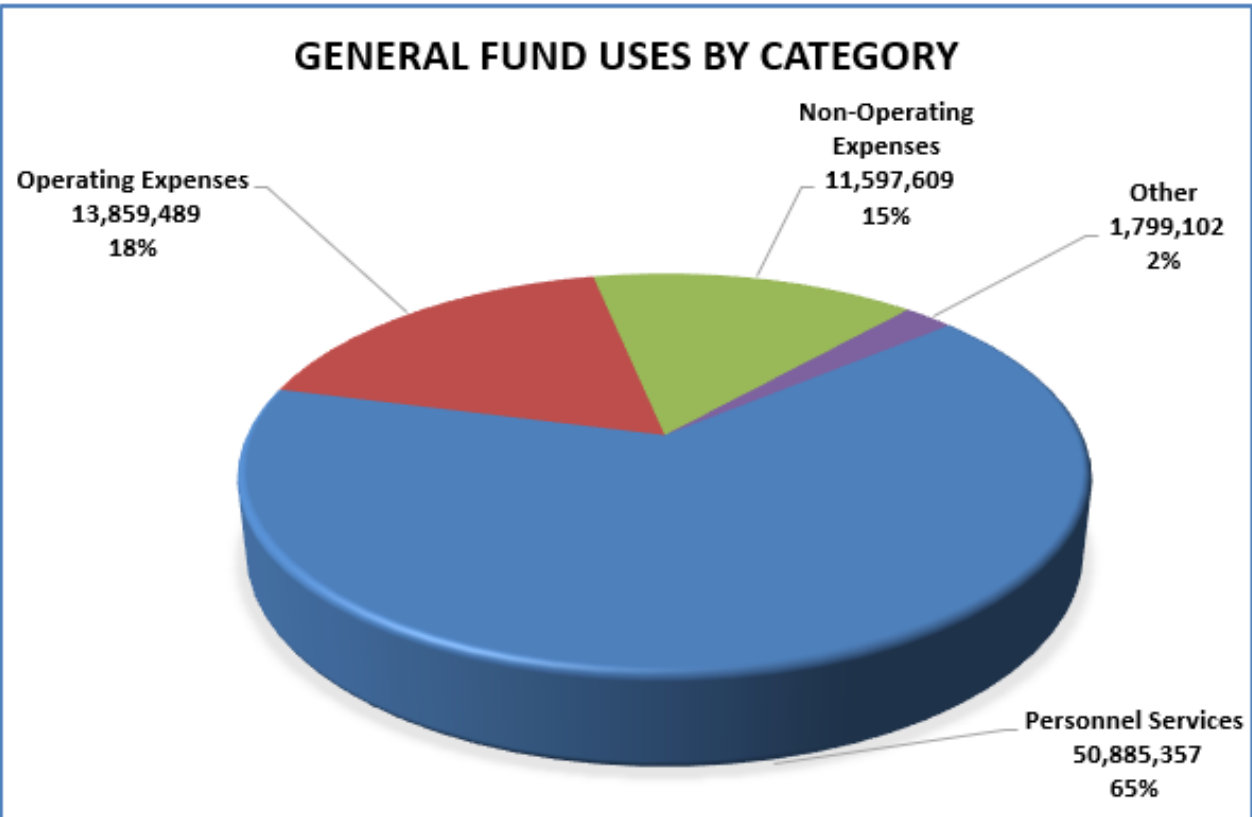
## General Fund Sources





## General Fund Uses

Uses	2021 Actual	2022 Actual	2023 Actual	2024 Budget	2025 Budget
Salary	\$ 22,664,724	\$ 23,851,133	\$ 26,392,105	\$ 30,806,732	\$ 33,449,046
Benefits	10,471,088	11,436,657	13,928,237	16,389,693	17,436,311
Operating	8,075,041	8,622,336	10,837,662	9,825,802	11,028,872
Supplies	1,900,145	2,289,394	2,693,888	2,630,994	2,830,617
Capital	-	-	-	-	-
Transfers	5,789,959	8,410,331	7,190,276	7,905,734	11,524,609
Insurance	-	-	-	-	-
CRA Payment	-	-	-	-	-
Grants-in-Aid	152,695	57,856	27,705	56,800	73,000
Retiree Obligations	604,505	804,945	990,271	988,800	912,180
Other	123,588	77,839	171,539	332,515	886,922
<i>Total Revenue Over/(Under) Expenditures</i>	-	-	-	-	-
<b>Total Uses \$</b>	<b>49,781,745 \$</b>	<b>55,550,491 \$</b>	<b>62,231,683 \$</b>	<b>68,937,070 \$</b>	<b>78,141,557</b>



## General Fund Five Year Forecast

	<b>2025 Budget</b>	<b>2026 Projected</b>	<b>2027 Projected</b>	<b>2028 Projected</b>	<b>2029 Projected</b>
Taxes	\$ 59,061,424	\$ 61,903,041	\$ 67,429,681	\$ 72,178,269	\$ 77,309,203
Intergovernmental	8,268,621	8,494,719	8,743,792	9,003,506	9,267,789
Charges for Services	4,228,254	4,355,102	4,485,755	4,620,327	4,581,716
Fines and Forfeitures	185,005	190,555	196,272	202,160	208,225
Interest	3,072,665	3,287,752	3,517,894	3,764,147	4,027,637
Rents and Royalties	39,234	49,386	46,440	48,990	45,737
Contributions and Donations	-	1,798	1,706	1,357	1,706
Other	3,286,354	3,444,401	3,559,350	3,610,413	3,682,471
Use of Fund Balance	-	-	-	-	-
<b>Total Revenues</b>	<b>\$ 78,141,557</b>	<b>\$ 81,726,754</b>	<b>\$ 87,980,889</b>	<b>\$ 93,429,169</b>	<b>\$ 99,124,484</b>
Personnel Services	\$ 50,885,357	\$ 54,872,761	\$ 58,826,821	\$ 62,582,109	\$ 66,348,976
Operating	13,859,489	14,301,697	15,456,838	15,920,543	16,398,160
Capital Outlay	-	-	-	-	-
Non-Operating Expenses	13,396,711	13,561,748	14,941,998	15,015,028	15,090,249
<b>Total Expenditures</b>	<b>\$ 78,141,557</b>	<b>\$ 82,736,206</b>	<b>\$ 89,225,657</b>	<b>\$ 93,517,680</b>	<b>\$ 97,837,385</b>
Surplus/(Deficit)	\$ -	\$ (1,009,452)	\$ (1,244,768)	\$ (88,511)	\$ 1,287,099
Surplus/(Deficit) as % of Operating Budget	0.0%	-1.2%	-1.4%	-0.1%	1.3%

# 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

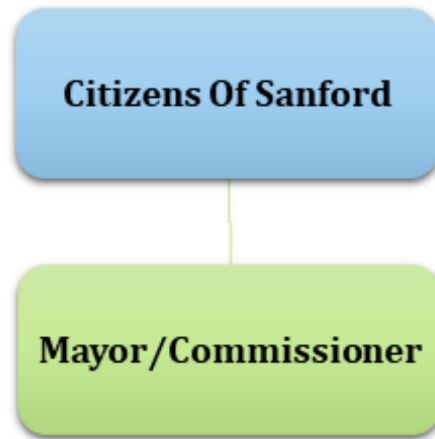
Expenditures	2022 Actual	2023 Actual	2024 Budget	2025 Budget
Salaries	\$ 1,150,220	\$ 1,135,412	\$ 1,310,811	\$ 1,482,115
Benefits	509,223	572,363	666,984	713,335
Operating	824,201	688,266	1,022,666	1,121,556
Supplies	49,143	41,992	91,267	92,038
Debt service	3,112	3,113	-	-
Other	50,587	19,795	50,000	65,000
<b>Total</b>	<b>\$ 2,586,486</b>	<b>\$ 2,460,941</b>	<b>\$ 3,141,728</b>	<b>\$ 3,474,044</b>

Funding Source	2022 Actual	2023 Actual	2024 Budget	2025 Budget
Total	2,586,486	2,460,941	3,141,728	3,474,044
<b>Total</b>	<b>\$ 2,586,486</b>	<b>\$ 2,460,941</b>	<b>\$ 3,141,728</b>	<b>\$ 3,474,044</b>

## Administration and Governance as a percentage of General Fund



# CITY COMMISSION



## Role of City Commission

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

The City Manager, City Clerk, and City Attorney serve at the pleasure of the City Commission. As the elected representatives for the citizens of Sanford, the City Commission is dedicated to a high level of communication with citizens. Individually and collectively, Commission members interact continually with citizens, community groups, business owners, as well as working together with other governmental agencies and jurisdictions. These relationships inform the policy-making decisions that the Commission undertakes in their bi-monthly 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

<b>Expenditures</b>	<b>2022 Actual</b>	<b>2023 Actual</b>	<b>2024 Budget</b>	<b>2025 Budget</b>
Salaries	\$ 111,737	\$ 115,232	\$ 123,971	\$ 134,124
Benefits	49,920	60,456	63,031	65,329
Operating	20,608	43,095	45,512	37,560
Supplies	871	2,194	8,490	8,300
Other	50,587	19,795	50,000	65,000
<b>Total \$</b>	<b>233,723</b>	<b>\$ 240,772</b>	<b>\$ 291,004</b>	<b>\$ 310,313</b>

<b>Funding Source</b>				
Total	233,723	240,772	291,004	310,313
<b>Total \$</b>	<b>233,723</b>	<b>\$ 240,772</b>	<b>\$ 291,004</b>	<b>\$ 310,313</b>

## *Our Accomplishments for 2023-24*

- ❖ Initiated major capital projects funding including the Sanford Marina, Mayfair Country Club, Utilities Building, Public Works Building, Breezeway Project, Goldsboro Athletic Fields, and Fire Station 40.
- ❖ Implemented night duty for Code Enforcement Officers along Sanford Avenue, addressing noise pollution and enhancing safety, demonstrating our commitment to maintaining a peaceful and secure environment for our residents.
- ❖ Achieved the design and approval of a new restroom facility in Artesian Square downtown and at the Marina, reflecting our dedication to improving public amenities and enhancing the quality of life for our community.
- ❖ Completed the installation of essential lift stations and the strategic removal of high intensity businesses, (Sanford Brewing Company, Tuffy's, and Hollerbach's) from the vacuum sewer line to enhance infrastructure resilience and environmental sustainability.

## *Goals and Objectives for 2024-25*

- ❖ Museum upgrades to enhance the facade and front entrance.
- ❖ Sanford Botanical Gardens Project - creating a vibrant, educational green space.
- ❖ Addressing downtown parking challenges, looking at public-private partnerships to develop a parking garage.
- ❖ As the CRA sunsets in 2025, determine which activities of the CRA will be continued and implement funding in 2025.
- ❖ Continue to evaluate infrastructure and staffing to meet the current and future needs of the City, using the Comprehensive Pan to continue developing the City in a sustainable way.

<b>City Commission Performance Measures</b>				
<b>Activity</b>	<b>Actual 2021-2022</b>	<b>Actual 2022-2023</b>	<b>Expected 2023-2024</b>	<b>Proposed 2024-2025</b>
Ordinances Adopted	80	43	50	50
Resolutions Approved	80	106	100	100



## City Commission

Account	Description	2021 Actual	2022 Actual	2023 Actual	2024 Budget	2025 Budget
<b>Personnel Services</b>						
001-0101-511.11-00	Executive Salaries	106,203	108,137	111,632	120,371	130,524
001-0101-511.12-06	Reg Salaries - Opt Out Health Insurance	3,600	3,600	3,600	3,600	3,600
001-0101-511.21-00	FICA/Medicare Taxes	8,053	8,200	8,484	9,520	10,298
001-0101-511.22-01	Retirement Contributions - FRS	10,832	11,904	13,793	17,032	18,550
001-0101-511.23-00	Medical Insurance	22,511	29,152	37,572	35,432	35,432
001-0101-511.23-02	Medical Insurance - Life & ST Disability	422	426	359	799	854
001-0101-511.24-00	Worker's Compensation	236	238	248	248	195
	<b>Subtotal Personnel Services</b>	<b>\$ 151,857</b>	<b>\$ 161,657</b>	<b>\$ 175,688</b>	<b>\$ 187,002</b>	<b>\$ 199,453</b>
<b>Operating</b>						
001-0101-511.34-00	Other Contractual Services	50,488	5,301	5,094	8,633	3,676
001-0101-511.40-00	Travel & Per Diem	-	1,532	12,732	15,850	15,850
001-0101-511.41-00	Communications Services	2,272	1,966	1,986	1,971	2,000
001-0101-511.42-00	Postage & Transportation	-	-	7	-	-
001-0101-511.44-00	Rentals & Leases	272	-	-	-	-
001-0101-511.45-01	Insurance - Operating Liability	668	668	868	787	959
001-0101-511.47-00	Printing & Binding	204	667	261	321	375
001-0101-511.48-00	Promotional Activities	790	1,149	-	1,850	1,100
001-0101-511.49-00	Other Charges/Obligations	58,541	9,325	22,147	16,100	13,600
001-0101-511.51-00	Office Supplies	-	-	-	200	200
001-0101-511.52-00	Operating Supplies	13,832	75	-	2,000	1,000
001-0101-511.52-05	Operating Supplies - Uniforms	-	246	220	600	600
001-0101-511.54-01	Books/Pubs/Subsc/Memb - Prof Dues	-	-	-	215	1,350
001-0101-511.54-02	Books/Pubs/Subsc/Memb - Conf/Seminar	-	550	1,974	4,900	4,000
001-0101-511.54-03	Books/Pubs/Subsc/Memb - Subscriptions	-	-	-	575	1,150
	<b>Subtotal Operating</b>	<b>\$ 127,067</b>	<b>\$ 21,479</b>	<b>\$ 45,289</b>	<b>\$ 54,002</b>	<b>\$ 45,860</b>
<b>Other</b>						
001-0101-511.81-00	Grants	146,167	50,587	19,795	50,000	65,000
	<b>Subtotal Other</b>	<b>\$ 146,167</b>	<b>\$ 50,587</b>	<b>\$ 19,795</b>	<b>\$ 50,000</b>	<b>\$ 65,000</b>
<b>Total \$</b>		<b>425,091</b>	<b>\$ 233,723</b>	<b>\$ 240,772</b>	<b>\$ 291,004</b>	<b>\$ 310,313</b>

# CITY MANAGER'S OFFICE





**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 City Commission.

**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 day-to-day 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**

<b>Expenditures</b>	<b>2022 Actual</b>	<b>2023 Actual</b>	<b>2024 Budget</b>	<b>2025 Budget</b>
Salaries	\$ 497,641	\$ 463,648	\$ 518,582	\$ 569,292
Benefits	216,703	229,970	269,391	277,839
Operating	129,652	54,932	63,237	66,463
Supplies	27,338	26,930	31,368	30,768
Debt service	1,498	1,499	-	-
<b>Total \$</b>	<b>872,832</b>	<b>\$ 776,979</b>	<b>\$ 882,578</b>	<b>\$ 944,362</b>

<b>Funding Source</b>				
Total	872,832	776,979	882,578	944,362
<b>Total \$</b>	<b>872,832</b>	<b>\$ 776,979</b>	<b>\$ 882,578</b>	<b>\$ 944,362</b>

## 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 day-to-day 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.

### *Our Accomplishments for 2023-24*

- ❖ Completed Citizen Survey.
- ❖ Utility Box wraps completed at several locations.
- ❖ Implemented new Pay Plan.
- ❖ Provided Monthly Updates to City Commission

### *Goals and Objectives for 2024-25*

- ❖ Construction of the Mayfair Golf Course Clubhouse.
- ❖ Sanford Downtown Marina west basin dock replacement.
- ❖ Support the Heritage Park Development.
- ❖ Start Design Work on the William Clark Ballfields.
- ❖ Work toward achieving goals set out by the City Commission.

<b>City Manager Performance Measures</b>				
<b>Activity</b>	<b>Actual 2021-2022</b>	<b>Actual 2022-2023</b>	<b>Expected 2023-2024</b>	<b>Proposed 2024-2025</b>
% of citizen inquiries/complaints received from the City Manager's office responded to within 3 business days from receipt	99%	99%	99%	99%

### Authorized Positions

Full Time Equivalents	Funded 2023	Funded 2024	+/-	Funded 2025	Authorized & Unfunded
<b>City Manager</b>					
City Manager	1.00	1.00	-	1.00	-
Assistant City Manager	-	1.00	-	1.00	-
Deputy City Manager	1.00	-	-	-	-
Executive Assistant to the City Manager	1.00	1.00	-	1.00	-
Administrative Coordinator **	-	-	-	-	0.50
Intern	1.00	1.00	-	1.00	-
<b>Total Full Time Equivalents</b>	<b>4.00</b>	<b>4.00</b>	<b>-</b>	<b>4.00</b>	<b>0.50</b>

## City Manager

Account	Description	2021 Actual	2022 Actual	2023 Actual	2024 Budget	2025 Budget
<b>Personnel Services</b>						
001-0102-512.11-00	Executive Salaries	-	-	-	223,978	247,192
001-0102-512.12-00	Regular Salaries & Wages	444,929	481,820	437,647	242,704	268,910
001-0102-512.12-02	Regular Salaries - Additional Pays	15,723	15,768	26,001	14,893	16,529
001-0102-512.13-00	Part Time Wages	6,734	-	-	37,007	36,661
001-0102-512.14-00	Overtime	-	53	-	-	-
001-0102-512.21-00	FICA/Medicare Taxes	31,477	33,604	29,470	33,721	35,683
001-0102-512.22-01	Retirement Contributions - FRS	103,534	126,064	134,136	166,005	171,034
001-0102-512.22-06	Retirement Contributions - City Cont 457	7,042	6,655	6,385	12,075	13,460
001-0102-512.23-00	Medical Insurance	45,016	46,765	56,358	53,147	53,147
001-0102-512.23-02	Medical Insurance - Life & ST Disability	2,754	2,608	2,609	3,374	3,673
001-0102-512.24-00	Worker's Compensation	1,026	969	1,012	1,069	842
001-0102-512.25-00	Unemployment Compensation	-	38	-	-	-
	<b>Subtotal Personnel Services</b>	<b>\$ 658,235</b>	<b>\$ 714,344</b>	<b>\$ 693,618</b>	<b>\$ 787,973</b>	<b>\$ 847,131</b>
<b>Operating</b>						
001-0102-512.34-00	Other Contractual Services	17,337	20,000	-	1,600	3,505
001-0102-512.34-21	Other Contractual Services-Lobbying Activity	30,000	30,000	30,000	30,000	30,000
001-0102-512.40-00	Travel & Per Diem	2,549	6,482	7,799	6,106	9,006
001-0102-512.41-00	Communications Services	3,460	3,021	3,606	3,331	3,460
001-0102-512.42-00	Postage & Transportation	45	150	200	250	250
001-0102-512.44-00	Rentals & Leases	1,493	1,596	1,501	1,623	1,623
001-0102-512.44-10	Rentals & Leases-GASB87	-	2,482	(1,499)	-	-
001-0102-512.45-01	Insurance - Operating Liability	7,746	6,551	7,137	7,229	8,521
001-0102-512.46-00	Repair & Maintenance Services	2,115	931	299	1,000	1,000
001-0102-512.47-00	Printing & Binding	1,244	1,535	1,371	3,630	3,730
001-0102-512.48-00	Promotional Activities	5,281	1,070	102	5,000	1,500
001-0102-512.48-01	Promotional Activities-Marketing	85,928	51,770	-	-	-
001-0102-512.49-00	Other Charges/Obligations	3,083	4,064	4,416	3,468	3,868
001-0102-512.51-00	Office Supplies	518	454	1,023	2,100	1,500
001-0102-512.52-00	Operating Supplies	1,868	2,160	144	2,000	2,000
001-0102-512.52-05	Operating Supplies - Uniforms	170	(45)	-	500	500
001-0102-512.54-01	Books/Pubs/Subsc/Memb - Prof Dues	12,704	15,192	16,034	13,453	13,453
001-0102-512.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	8,617	9,577	9,729	13,315	13,315
	<b>Subtotal Operating</b>	<b>\$ 184,158</b>	<b>\$ 156,990</b>	<b>\$ 81,862</b>	<b>\$ 94,605</b>	<b>\$ 97,231</b>
<b>Debt service</b>						
001-0102-512.71-01	Lease Payment/GASB87	-	1,408	1,447	-	-
001-0102-512.72-01	Int Payment/GASB87	-	90	52	-	-
	<b>Subtotal Debt service</b>	<b>\$ -</b>	<b>\$ 1,498</b>	<b>\$ 1,499</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Total</b>		<b>\$ 842,393</b>	<b>\$ 872,832</b>	<b>\$ 776,979</b>	<b>\$ 882,578</b>	<b>\$ 944,362</b>

# Communications Office

## *Role of Communications Office*

The Communications Office is responsible for overall online and offline communications, branding, and media content across all City of Sanford communications channels while managing and overseeing the creation and production of engaging written, visual, and video communications including social media, the City's website and the City's Podcast, "Sanford Says". The Communications office ensures consistency of messaging and brand identity compliance across all the organization. While also keeping the public informed of City projects, services, programs and events through effective marketing, communications, media relations and promotional strategies. The Communications Office also helps foster citizen engagement, overseeing the Citizens Academy, and the Mayor's youth Council.

### Summary

<b>Expenditures</b>	<b>2022 Actual</b>	<b>2023 Actual</b>	<b>2024 Budget</b>	<b>2025 Budget</b>
Salaries	\$ 68,867	\$ 84,062	\$ 93,083	\$ 178,470
Benefits	25,960	36,078	38,748	75,464
Operating	68,737	51,239	53,187	38,431
Supplies	436	1,894	4,298	4,975
Total \$	164,000	\$ 173,273	\$ 189,316	\$ 297,340

<b>Funding Source</b>				
Total	164,000	173,273	189,316	297,340
Total \$	164,000	\$ 173,273	\$ 189,316	\$ 297,340

## *Our Accomplishments in 2023-24*

- ❖ Established the Employee Art Gallery.
- ❖ Awarded the Florida Municipal Communicators Award for Government Entity Excellence in Communications.
- ❖ Successfully graduated 60 Citizen's Academy Graduates.
- ❖ Social Media engagement increased 60%.
- ❖ Sculpture Walk on RiverWalk.

## Goals and Objectives for 2024-25

- ❖ Increase the use of video to share the City's story/enhance digital presence.
- ❖ Ensure transparent and timely dissemination of information.
- ❖ Promote the City's Public Art Programs.
- ❖ Brand Management.
- ❖ Cultivate positive relationships with local media.

<b>Communications Office Performance Measures</b>				
<b>Activity</b>	<b>Actual 2021-2022</b>	<b>Actual 2022-2023</b>	<b>Expected 2023-2024</b>	<b>Proposed 2024-2025</b>
Social media impressions/reach	2,349,044	3,411,861	2,500,000	2,500,000
Nextdoor Users	N/A	N/A	16,987	17,500
Sanford Connects App Downloads	1,122	N/A	865	900
YouTube subscribers	N/A	N/A	680	200
Podcast Downloads	N/A	N/A	2,435	2,450
# of podcast Recordings uploaded yearly	35	35	35	35
Website visits	436,223	451,682	455,000	455,000
Media request/interactions	N/A	N/A	57	50
Public art installations	N/A	N/A	45	50

### Authorized Positions

<b>Full Time Equivalents</b>	<b>Funded 2023</b>	<b>Funded 2024</b>	<b>+/-</b>	<b>Funded 2025</b>	<b>Authorized &amp; Unfunded</b>
<b>City Manager-Communications Office</b>					
Chief Communications & Cultural Affairs Administrator	1.00	1.00	-	1.00	-
Digital Media Specialist	-	-	1.00	1.00	-
<b>Total Full Time Equivalents</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>2.00</b>	<b>-</b>

## Communications Office

Account	Description	2021 Actual	2022 Actual	2023 Actual	2024 Budget	2025 Budget
<b>Personnel Services</b>						
001-0102-515.12-00	Regular Salaries & Wages	-	68,317	83,251	92,483	176,070
001-0102-515.12-02	Regular Salaries - Additional Pays	-	550	600	600	2,400
001-0102-515.14-00	Overtime	-	-	211	-	-
001-0102-515.21-00	FICA/Medicare Taxes	-	4,999	6,143	7,148	13,704
001-0102-515.22-01	Retirement Contributions - FRS	-	7,608	10,323	13,086	24,913
001-0102-515.23-00	Medical Insurance	-	12,754	18,853	17,716	35,432
001-0102-515.23-02	Medical Insurance - Life & ST Disability	-	446	572	606	1,152
001-0102-515.24-00	Worker's Compensation	-	153	187	192	263
	<b>Subtotal Personnel Services</b>	<b>\$ -</b>	<b>\$ 94,827</b>	<b>\$ 120,140</b>	<b>\$ 131,831</b>	<b>\$ 253,934</b>
<b>Operating</b>						
001-0102-515.31-00	Professional Services	250	250	12,175	15,000	-
001-0102-515.40-00	Travel & Per Diem	-	700	500	-	-
001-0102-515.41-00	Communications Services	127	177	178	179	179
001-0102-515.45-01	Insurance - Operating Liability	-	2,185	2,381	858	1,152
001-0102-515.46-00	Repair & Maintenance Services	-	802	718	15,050	13,750
001-0102-515.47-00	Printing & Binding	-	58	45	100	100
001-0102-515.48-00	Promotional Activities	-	63,773	34,553	21,050	22,050
001-0102-515.49-00	Other Charges/Obligations	-	792	689	950	1,200
001-0102-515.51-00	Office Supplies	-	11	-	1,000	1,000
001-0102-515.52-00	Operating Supplies	-	-	720	-	720
001-0102-515.54-01	Books/Pubs/Subsc/Memb - Prof Dues	-	100	150	425	175
001-0102-515.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	-	325	1,024	2,873	3,080
	<b>Subtotal Operating</b>	<b>\$ 377</b>	<b>\$ 69,173</b>	<b>\$ 53,133</b>	<b>\$ 57,485</b>	<b>\$ 43,406</b>
	<b>Total</b>	<b>\$ 377</b>	<b>\$ 164,000</b>	<b>\$ 173,273</b>	<b>\$ 189,316</b>	<b>\$ 297,340</b>



# Economic Development

## *Role of Economic Development*

The Economic Development Department serves as the Ombudsman to the business community. More specifically, the department strives to retain, expand, and attract business throughout the city. Understanding the trends and conditions of the market helps the economic development team respond to various business assistance needs. Although the department offers incentives for businesses that meet strict criteria, the daily role of the department is to directly assist businesses with opening and operations. Another critical department responsibility is to communicate the benefits of investing in the City; through strategic marketing efforts, the department communicates to both business and potential customers. Longer term, the department intends to establish the city as an economic hub of statewide importance.

### Summary

<b>Expenditures</b>	<b>2022 Actual</b>	<b>2023 Actual</b>	<b>2024 Budget</b>	<b>2025 Budget</b>
Salaries	\$ 150,551	\$ 148,975	\$ 201,118	\$ 187,565
Benefits	74,222	77,024	108,277	99,771
Operating	122,033	102,388	377,702	431,296
Supplies	13,702	5,949	29,450	30,050
<b>Total</b>	<b>\$ 360,508</b>	<b>\$ 334,336</b>	<b>\$ 716,547</b>	<b>\$ 748,682</b>

<b>Funding Source</b>				
<b>Total</b>	360,508	334,336	716,547	748,682
<b>Total</b>	<b>\$ 360,508</b>	<b>\$ 334,336</b>	<b>\$ 716,547</b>	<b>\$ 748,682</b>

### *Our Accomplishments in 2023-24*

- ❖ Attended and toured properties with countless business prospects.
- ❖ Connected brokers to tenants/buyers of multiple properties.
- ❖ Reset the dialogue between Seminole Towne Center ownership and city staff.
- ❖ Laid the groundwork for major increase in public engagement.
- ❖ Developed relationships with County, Regional, and Federal partners.

## Goals and objectives for 2024-25

- ❖ Continue expansion of ad valorem receipts to fund critical needs.
- ❖ Greatly expand Sanford’s industrial tax base.
- ❖ Diversify Sanford’s housing stock.
- ❖ Revitalize the Seminole Towne Center.
- ❖ Assist the airport in commercial and passenger growth.

### City Manager - Economic Development Performance Measures

Activity	Actual 2021-2022	Actual 2022-2023	Expected 2023-2024	Proposed 2024-2025
Existing Business Assistance	49	28	N/A	N/A
Existing Business Outreach	225	158	N/A	N/A
Partner Collaboration	39	65	N/A	N/A
Public or other Group Meeting	70	119	N/A	N/A
Business Data/Analysis Request	28	33	N/A	N/A
New Active Projects	15	45	N/A	N/A
Prospective Development	122	121	N/A	N/A

\*N/A due to the department revision of measurements starting in FY24 for community engagement and business interactions.

### Authorized Positions

Full Time Equivalents	Funded 2023	Funded 2024	+/-	Funded 2025	Authorized & Unfunded
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<b>City Manager-Economic Development</b>					
Economic Development and Promotions Director	1.00	1.00	-	1.00	-
Administrative Coordinator **	-	-	-	-	0.50
Economic Development Project Manager **	0.40	0.40	-	0.40	-
Farmers Market Coordinator (Part-Time)	-	-	-	-	0.15
Administrative Specialist III **	0.50	0.50	-	0.50	-
<b>Total Full Time Equivalents</b>	<b>1.90</b>	<b>1.90</b>	<b>-</b>	<b>1.90</b>	<b>0.65</b>

\*\*Split between funds or departments/divisions

## Economic Development

Account	Description	2021 Actual	2022 Actual	2023 Actual	2024 Budget	2025 Budget
<b>Personnel Services</b>						
001-0102-559.12-00	Regular Salaries & Wages	153,433	149,361	145,010	198,618	181,865
001-0102-559.12-02	Regular Salaries - Additional Pays	2,319	600	3,817	900	5,400
001-0102-559.14-00	Overtime	87	590	148	1,600	300
001-0102-559.21-00	FICA/Medicare Taxes	11,357	10,797	10,735	15,443	14,402
001-0102-559.22-01	Retirement Contributions - FRS	33,576	33,797	33,887	57,460	50,223
001-0102-559.23-00	Medical Insurance	22,035	28,286	31,161	33,660	33,660
001-0102-559.23-02	Medical Insurance - Life & ST Disability	1,079	1,008	933	1,299	1,206
001-0102-559.24-00	Worker's Compensation	311	334	308	415	280
	<b>Subtotal Personnel Services</b>	<b>\$ 224,197</b>	<b>\$ 224,773</b>	<b>\$ 225,999</b>	<b>\$ 309,395</b>	<b>\$ 287,336</b>
<b>Operating</b>						
001-0102-559.31-00	Professional Services	5,574	9,279	-	24,000	8,000
001-0102-559.34-00	Other Contractual Services	2,031	10,556	43,585	72,500	65,000
001-0102-559.40-00	Travel & Per Diem	-	1,769	50	7,100	12,000
001-0102-559.41-00	Communications Services	1,744	2,161	2,242	2,315	2,315
001-0102-559.42-00	Postage & Transportation	17	12	-	100	100
001-0102-559.45-01	Insurance - Operating Liability	1,809	3,278	6,031	4,753	6,164
001-0102-559.46-00	Repair & Maintenance Services	7,718	1,200	1,500	4,767	4,767
001-0102-559.47-00	Printing & Binding	1,096	2,190	704	1,567	1,567
001-0102-559.48-00	Promotional Activities	50,393	91,438	47,707	259,600	330,633
001-0102-559.49-00	Other Charges/Obligations	483	150	569	1,000	750
001-0102-559.51-00	Office Supplies	366	81	170	500	500
001-0102-559.52-00	Operating Supplies	406	31	178	-	-
001-0102-559.52-05	Operating Supplies - Uniforms	217	-	-	-	-
001-0102-559.54-01	Books/Pubs/Subsc/Memb - Prof Dues	8,450	11,950	5,106	22,850	23,350
001-0102-559.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	600	1,640	495	6,000	6,000
001-0102-559.54-03	Books/Pubs/Subsc/Memb - Subscriptions	-	-	-	100	200
	<b>Subtotal Operating</b>	<b>\$ 80,904</b>	<b>\$ 135,735</b>	<b>\$ 108,337</b>	<b>\$ 407,152</b>	<b>\$ 461,346</b>
	<b>Total</b>	<b>\$ 305,101</b>	<b>\$ 360,508</b>	<b>\$ 334,336</b>	<b>\$ 716,547</b>	<b>\$ 748,682</b>

## CRA Fund

The Economic Development division manages the Sanford Community Redevelopment (CRA). The CRA manages tax increment funding with a goal of multiplying the TIF by managing grants and other programs. The CRA district is comprised of the historic downtown, and as such, represents the center of what is commonly known as "Sanford". Secondary efforts pursued by the CRA are special event promotion, public art, and the trolley system connecting downtown with SunRail and Amtrak.

### Authorized Positions

Full Time Equivalents	Funded 2023	Funded 2024	+/-	Funded 2025	Authorized & Unfunded
<b>CRA</b>					
Police Officer	2.00	2.00	-	2.00	-
Purchasing Manager **	0.03	0.03	-	0.03	-
Economic Development Project Manager **	0.60	0.60	-	0.60	-
Project Manager **	0.15	0.15	-	0.15	-
Maintenance Worker, Lead	1.00	1.00	-	1.00	-
<b>Total Full Time Equivalents</b>	<b>3.78</b>	<b>3.78</b>	<b>-</b>	<b>3.78</b>	<b>-</b>

\*\*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

<b>Expenditures</b>	<b>2022 Actual</b>	<b>2023 Actual</b>	<b>2024 Budget</b>	<b>2025 Budget</b>
Salaries	\$ 111,481	\$ 95,913	\$ 125,089	\$ 138,335
Benefits	39,777	44,549	51,303	53,185
Operating	108,776	67,765	89,388	88,559
Supplies	1,671	2,036	11,431	11,760
Total \$	261,705	\$ 210,263	\$ 277,211	\$ 291,839

<b>Funding Source</b>				
Total	261,705	210,263	277,211	291,839
Total \$	261,705	\$ 210,263	\$ 277,211	\$ 291,839

## *Our Accomplishments in 2023-24*

- ❖ City Commission accepted the 2023 Race, Equality, Equity, and Inclusion Advisory Committee's Final Report and the Pathways to Reconciliation project proposal.
- ❖ My Brother's Keeper students attended a cultural field trip to Kingsley Plantation and participated in college tours of the University of North Florida, Edward Waters University, Savannah State University and Tallahassee Community College.
- ❖ Recovered \$65,000 in program income for the Neighborhood Stabilization program.
- ❖ Recovered \$123,343 in program income for the Community Development Block Grant reconstruction program.

## Goals and Objectives for 2024-25

- ❖ Collaborate with Human Resources and Risk Management to provide Diversity and Inclusion training to all employees of the City of Sanford.
- ❖ The Race, Equality, Equity, and Inclusion Advisory Committee will collaborate with the UCF Riches Program, Sanford Museum, Goldsboro Museum, and various community stakeholders to advance the Pathways to Reconciliation project through partnership building.
- ❖ The Race, Equality, Equity, and Inclusion Advisory Committee to host two community dialogues and prepare a final report to present to the City Commission.
- ❖ Sell two duplexes acquired through the Neighborhood Stabilization Program and allocate the proceeds from the sale to enhance the Community Development Block Grant Minor Home Repair Program.

<b>City Manager - Community Relations Performance Measures</b>				
<b>Activity</b>	<b>Actual 2021-2022</b>	<b>Actual 2022-2023</b>	<b>Expected 2023-2024</b>	<b>Proposed 2024-2025</b>
MBK 100 Mentors Lunch & Learns	3	3	6	6
MBK 100 Mentors sessions	3	3	3	6
YELDA Summer Employment Program	17	15	15	15

### Authorized Positions

<b>Full Time Equivalents</b>	<b>Funded 2023</b>	<b>Funded 2024</b>	<b>+/-</b>	<b>Funded 2025</b>	<b>Authorized &amp; Unfunded</b>
<b>City Manager-Community Relations</b>					
Community Relations and Neighborhood					
Engagement Director **	0.78	0.78	-	0.78	-
Administrative Specialist III **	0.50	0.50	-	0.50	-
<b>Total Full Time Equivalents</b>	<b>1.28</b>	<b>1.28</b>	<b>-</b>	<b>1.28</b>	<b>-</b>

\*\*Split between funds or departments/divisions

## Community Relations

Account	Description	2021 Actual	2022 Actual	2023 Actual	2024 Budget	2025 Budget
<b>Personnel Services</b>						
001-0102-569.12-00	Regular Salaries & Wages	105,929	110,391	91,452	123,189	129,535
001-0102-569.12-02	Regular Salaries - Additional Pays	600	500	175	300	3,600
001-0102-569.14-00	Overtime	87	590	4,286	1,600	5,200
001-0102-569.21-00	FICA/Medicare Taxes	7,941	8,244	7,026	9,718	10,549
001-0102-569.22-01	Retirement Contributions - FRS	10,893	12,525	15,185	17,865	18,933
001-0102-569.23-00	Medical Insurance	14,480	18,186	21,361	22,677	22,677
001-0102-569.23-02	Medical Insurance - Life & ST Disability	699	620	589	782	823
001-0102-569.24-00	Worker's Compensation	233	202	388	261	203
	<b>Subtotal Personnel Services</b>	<b>\$ 140,862</b>	<b>\$ 151,258</b>	<b>\$ 140,462</b>	<b>\$ 176,392</b>	<b>\$ 191,520</b>
<b>Operating</b>						
001-0102-569.31-00	Professional Services	11,468	35,000	26,250	-	-
001-0102-569.34-00	Other Contractual Services	41,168	59,300	32,664	78,500	78,555
001-0102-569.40-00	Travel & Per Diem	592	1,471	569	4,900	2,657
001-0102-569.41-00	Communications Services	2,193	2,337	1,793	2,428	2,481
001-0102-569.42-00	Postage & Transportation	19	144	95	170	170
001-0102-569.44-00	Rentals & Leases	-	348	-	-	-
001-0102-569.45-01	Insurance - Operating Liability	1,809	3,278	3,571	858	1,152
001-0102-569.46-00	Repair & Maintenance Services	216	-	264	-	-
001-0102-569.47-00	Printing & Binding	50	209	-	1,000	1,000
001-0102-569.48-00	Promotional Activities	7,380	1,519	769	532	544
001-0102-569.49-00	Other Charges/Obligations	1,510	5,170	1,790	1,000	2,000
001-0102-569.51-00	Office Supplies	739	168	361	1,000	1,000
001-0102-569.52-00	Operating Supplies	203	563	588	7,000	7,154
001-0102-569.52-05	Operating Supplies	56	-	147	300	307
001-0102-569.54-01	Books/Pubs/Subsc/Memb - Prof Dues	-	940	940	1,535	1,668
001-0102-569.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	115	-	-	1,596	1,631
001-0102-569.54-03	Books/Pubs/Subsc/Memb - Subscriptions	152	-	-	-	-
	<b>Subtotal Operating</b>	<b>\$ 67,670</b>	<b>\$ 110,447</b>	<b>\$ 69,801</b>	<b>\$ 100,819</b>	<b>\$ 100,319</b>
	<b>Total</b>	<b>\$ 208,532</b>	<b>\$ 261,705</b>	<b>\$ 210,263</b>	<b>\$ 277,211</b>	<b>\$ 291,839</b>

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 will help to ensure the sustaining of viable communities within the City by helping to support decent housing initiatives and living environments, through expansion of economic opportunities for low to moderate income families.

### Authorized Positions

Full Time Equivalents	Funded 2023	Funded 2024	+/-	Funded 2025	Authorized & Unfunded
<b>Community Relations - CDBG (Grant Funded)</b>					
CDBG Program Manager	1.00	1.00	-	1.00	-
<b>Total Full Time Equivalents</b>	<b>1.00</b>	<b>1.00</b>	<b>-</b>	<b>1.00</b>	<b>-</b>

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

### *Our Accomplishments in 2023-24*

- ❖ Completed 18 Home Owner Occupied Minor Home Repairs.
- ❖ Started a new program Safety Home Repairs and completed 23 home repairs.
- ❖ Continued support with community partners to address homelessness and their needs.
- ❖ Opened a new program, Public Facility.
- ❖ Continued support in area of low-income housing initiatives.

### *Goals and objectives for 2024-25*

- ❖ Increase awareness of available community grants, programs, and support available to residents.
- ❖ Improve community conversations utilizing current community meetings and local agencies.
- ❖ Collaborate with other departments to better assist the community.

<b>City Manager - CDBG Performance Measures</b>				
<b>Activity</b>	<b>Actual 2021-2022</b>	<b>Actual 2022-2023</b>	<b>Expected 2023-2024</b>	<b>Proposed 2024-2025</b>
Minor home repairs Grant	7	18	10	10
Economic Development Grant	8	1	2	1
Home Reconstruction Grant	0	2	0	0
Public Services Grant	6	4	2	2
Mortgage Assistance & Foreclosure Prevention	7	6	0	0



# 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.

## Authorized Positions

Full Time Equivalents	Funded 2023	Funded 2024	+/-	Funded 2025	Authorized & Unfunded
<b>Community Relations - LIHEAP (Grant Funded)</b>					
Community Relations and Neighborhood					
Engagement Director **	0.22	0.22	-	0.22	-
Case Worker	1.00	1.00	-	1.00	-
Program Coordinator	1.00	1.50	-	1.50	-
LIHEAP Outreach Technician	1.00	-	-	-	3.50
<b>Total Full Time Equivalents</b>	<b>3.22</b>	<b>2.72</b>	<b>-</b>	<b>2.72</b>	<b>3.50</b>

\*\*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 2023-24*

- ❖ LIHEAP staff obtained individual Shah licenses, allowing for immediate application entry and faster processing.
- ❖ Collaborated with Finance staff to process vendor payment requests twice per month, ensuring timely payments.
- ❖ Updated the virtual call assistant, reducing 80% of phone calls received by staff.

### *Goals and objectives for 2024-25*

- ❖ Continue to provide ongoing and emergency energy assistance to eligible households with the lowest income and highest energy costs.
- ❖ Expand outreach opportunities to reach more clients for LIHEAP services.
- ❖ Identify and address warning signs of household energy crises promptly and effectively.

## City Manager - LIHEAP Performance Measures

Activity	Actual 2021-2022	Actual 2022-2023	Expected 2023-2024	Proposed 2024-2025
Number of clients served	4,045	2,406	2,416	2,200
Percentage of funding expended for services	100%	100%	100%	100%

## 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

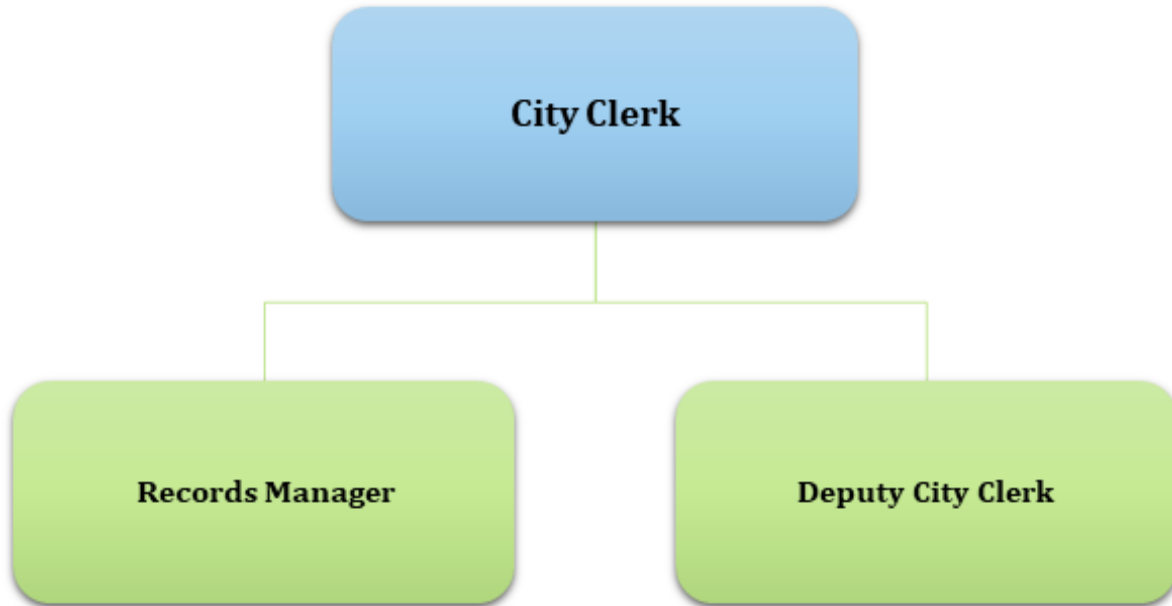
Expenditures	2022 Actual	2023 Actual	2024 Budget	2025 Budget
Operating	\$ 326,780	\$ 345,014	\$ 346,103	\$ 396,103
Supplies	350	350	1,050	1,050
Total	\$ 327,130	\$ 345,364	\$ 347,153	\$ 397,153

Funding Source				
Total	327,130	345,364	347,153	397,153
Total	\$ 327,130	\$ 345,364	\$ 347,153	\$ 397,153

### City Attorney

Account	Description	2021 Actual	2022 Actual	2023 Actual	2024 Budget	2025 Budget
<b>Operating</b>						
001-0103-514.31-00	Professional Services	328,498	325,828	344,022	345,000	395,000
001-0103-514.40-00	Travel & Per Diem	807	659	847	810	810
001-0103-514.49-00	Other Charges/Obligations	-	293	145	293	293
001-0103-514.54-01	Books/Pubs/Subsc/Memb - Prof Dues	-	-	-	700	700
001-0103-514.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	350	350	350	350	350
	<b>Subtotal Operating</b>	<b>\$ 329,655</b>	<b>\$ 327,130</b>	<b>\$ 345,364</b>	<b>\$ 347,153</b>	<b>\$ 397,153</b>
	<b>Total</b>	<b>\$ 329,655</b>	<b>\$ 327,130</b>	<b>\$ 345,364</b>	<b>\$ 347,153</b>	<b>\$ 397,153</b>

# CITY CLERK





## Mission Statement

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

## Role of City Clerk

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

### Summary

<b>Expenditures</b>	<b>2022 Actual</b>	<b>2023 Actual</b>	<b>2024 Budget</b>	<b>2025 Budget</b>
Salaries	\$ 209,943	\$ 227,582	\$ 248,968	\$ 274,329
Benefits	102,641	124,286	136,234	141,747
Operating	47,615	23,833	47,537	63,144
Supplies	4,775	2,639	5,180	5,135
Debt service	1,614	1,614	-	-
<b>Total</b>	<b>\$ 366,588</b>	<b>\$ 379,954</b>	<b>\$ 437,919</b>	<b>\$ 484,355</b>

<b>Funding Source</b>				
<b>Total</b>	366,588	379,954	437,919	484,355
<b>Total</b>	<b>\$ 366,588</b>	<b>\$ 379,954</b>	<b>\$ 437,919</b>	<b>\$ 484,355</b>

### Authorized Positions

	<b>Funded 2021</b>	<b>Funded 2022</b>	<b>+/-</b>	<b>Funded 2023</b>	<b>Authorized &amp; Unfunded</b>
City Clerk	1.00	1.00	-	1.00	-
Records Manager	1.00	1.00	-	1.00	-
Deputy City Clerk	1.00	1.00	-	1.00	-
<b>Total</b>	<b>3.00</b>	<b>3.00</b>	<b>-</b>	<b>3.00</b>	<b>-</b>

## *Our Accomplishments in 2023-24*

- ❖ Responded to 2,877 public records requests.
- ❖ Conducted one 4-hour Ethics & Sunshine Law Training with the City Attorney.
- ❖ Conducted several 1-hour Ethics Training classes for the employees.
- ❖ City Clerk serving on the Florida League of Cities Municipal Administrative Committee & representing the City on the Central Florida Zoo Board.
- ❖ City Clerk & Deputy City Clerk represented the Florida Association of City Clerks at the Florida League of Cities Annual Conference Booth.

## *Goals and Objectives for 2024-25*

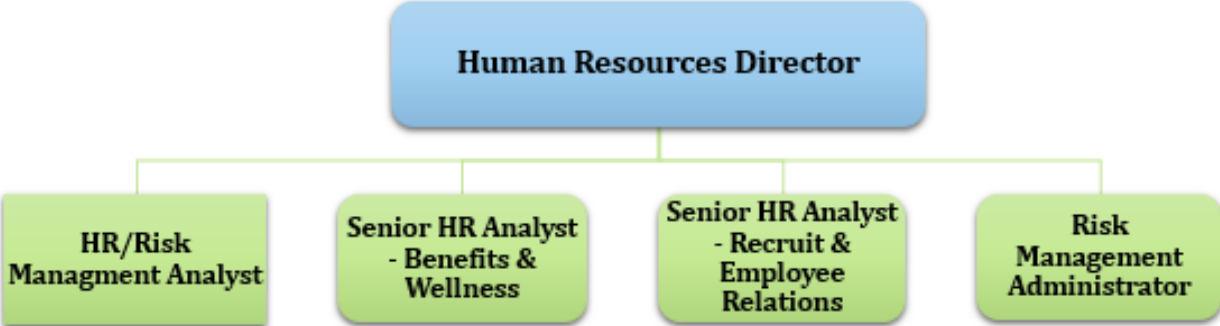
- ❖ Continue to respond within a timely manner to all public records requests.
- ❖ Implement Peak Agenda.
- ❖ Continue to codify and record ordinances.
- ❖ Scan the older minutes from the vault into laserfiche.
- ❖ Continue to network with outside entities and attend courses for continued education.

<b>City Clerk Performance Measures</b>				
<b>Activity</b>	<b>Actual 2021-2022</b>	<b>Actual 2022-2023</b>	<b>Expected 2023-2024</b>	<b>Proposed 2024-2025</b>
Commission Agendas Prepared	42	47	42	42
Minutes Prepared	42	47	42	42
Ordinances Prepared for Adoption	97	43	50	50
Resolutions Prepared for Approval	89	106	100	100
Laserfische Documents Scanned	51,689	49,277	50,000	50,000
Documents Disposed (cubic feet)	205	30	300	300
Public Records Requests Processed	3,009	2,877	2,500	2,500

## City Clerk

Account	Description	2021 Actual	2022 Actual	2023 Actual	2024 Budget	2025 Budget
<b>Personnel Services</b>						
001-0104-512.12-00	Regular Salaries & Wages	194,230	206,023	224,765	244,528	269,849
001-0104-512.12-02	Regular Salaries - Additional Pays	1,080	1,308	1,080	1,440	2,280
001-0104-512.14-00	Overtime	1,943	2,612	1,737	3,000	2,200
001-0104-512.21-00	FICA/Medicare Taxes	14,783	15,850	17,117	19,116	21,064
001-0104-512.22-01	Retirement Contributions - FRS	36,293	41,192	48,786	61,858	65,381
001-0104-512.23-00	Medical Insurance	33,755	43,728	56,358	53,147	53,147
001-0104-512.23-02	Medical Insurance - Life & ST Disability	1,326	1,406	1,521	1,600	1,754
001-0104-512.24-00	Worker's Compensation	438	465	504	513	401
	<b>Subtotal Personnel Services</b>	<b>\$ 283,848</b>	<b>\$ 312,584</b>	<b>\$ 351,868</b>	<b>\$ 385,202</b>	<b>\$ 416,076</b>
<b>Operating</b>						
001-0104-512.34-00	Other Contractual Services	1,136	1,156	1,364	2,200	3,500
001-0104-512.40-00	Travel & Per Diem	2,922	3,709	1,701	3,628	2,878
001-0104-512.41-00	Communications Services	2,075	1,145	1,110	1,153	1,153
001-0104-512.42-00	Postage & Transportation	150	274	160	280	280
001-0104-512.44-00	Rentals & Leases	1,608	1,595	1,605	1,600	1,600
001-0104-512.44-10	Rentals & Leases/GASB87	-	2,673	(1,614)	-	-
001-0104-512.45-01	Insurance - Operating Liability	686	4,048	4,583	2,386	2,348
001-0104-512.46-00	Repair & Maintenance Services	-	534	-	-	18,240
001-0104-512.47-00	Printing & Binding	4,589	5,028	2,551	5,350	5,350
001-0104-512.49-00	Other Charges/Obligations	17,641	27,453	12,373	30,940	27,795
001-0104-512.51-00	Office Supplies	764	898	535	750	750
001-0104-512.52-00	Operating Supplies	101	620	57	400	400
001-0104-512.52-05	Operating Supplies - Uniforms	155	-	252	300	300
001-0104-512.54-01	Books/Pubs/Subsc/Memb - Prof Dues	960	794	945	1,400	1,250
001-0104-512.54-02	Books/Pubs/Subsc/Memb - Conf/Seminar	1,825	2,435	850	1,600	1,700
001-0104-512.54-03	Books/Pubs/Subsc/Memb - Subscriptions	37	28	-	30	35
001-0104-512.55-00	Training	-	-	-	700	700
	<b>Subtotal Operating</b>	<b>\$ 34,649</b>	<b>\$ 52,390</b>	<b>\$ 26,472</b>	<b>\$ 52,717</b>	<b>\$ 68,279</b>
<b>Debt service</b>						
001-0104-512.71-01	Lease Payment/GASB87	-	1,517	1,559	-	-
001-0104-512.72-01	Int Payment/GASB87	-	97	55	-	-
	<b>Subtotal Debt service</b>	<b>\$ -</b>	<b>\$ 1,614</b>	<b>\$ 1,614</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Total</b>		<b>\$ 318,497</b>	<b>\$ 366,588</b>	<b>\$ 379,954</b>	<b>\$ 437,919</b>	<b>\$ 484,355</b>

# HUMAN RESOURCES DEPARTMENT





## Mission Statement

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

## Role of Human Resources

The Human Resources/Risk Management Department exists to provide an organizational frame work to recruit, select, classify, compensate, develop, and reward the City's diverse workforce, while ensuring an environment that optimizes safety, productivity, efficiency and effectiveness. Human Resources/Risk Management is also responsible for risk management which oversees more than \$12.4 million in liability, property, casualty, workers compensation and employee health insurance. The City administers liability, property, casualty, workers compensation and employee health insurance with a combination of self-insurance and risk outsourcing. The overall cost of insurance to the City is budgeted in an internal service fund which charges all funds for a share of the cost. The Department of Human Resources/Risk Management provides administrative support to all departments for the management of the City's workforce.

## Summary

Expenditures	2022 Actual	2023 Actual	2024 Budget	2025 Budget
Salaries	\$ 339,879	\$ 415,633	\$ 464,821	\$ 476,804
Benefits	151,525	206,271	228,102	226,350
Operating	219,699	273,334	182,815	231,445
Supplies	7,179	7,898	13,100	16,840
Debt service	1,375	1,375	-	-
Total \$	719,657	\$ 904,511	\$ 888,838	\$ 951,439

Funding Source				
Total	719,657	904,511	888,838	951,439
Total \$	719,657	\$ 904,511	\$ 888,838	\$ 951,439

## Human Resources as a percentage of General Fund

1.2%



### *Our Accomplishments in 2023-24*

- ❖ Implement Employee Onboarding Software through Neo Gov.
- ❖ Implement Benefits Platform, Bentek.
- ❖ Cross train staff in all areas of HR/Risk.
- ❖ Increased the number of job fairs attended.
- ❖ On boarded 77 new employees between October 1, 2022 and May 31, 2023.

### *Goals and Objectives for 2024-25*

- ❖ Improve Training programs for all employees.
- ❖ Improve communications of benefits to new hires, current Employees and off-boarding employees.
- ❖ Increased the number of job fairs attended.
- ❖ Convert remaining HR Policies to Admin Policies.

## Human Resources Performance Measures

Activity	Actual 2021-2022	Actual 2022-2023	Expected 2023-2024	Proposed 2024-2025
Number of days from final approval on requisition to job posting	4.54	3.62	3.55	3.50
Risk Management training sessions	4	3	6	6
Wellness events and lunch/learns	6	6	7	7
Number of days from job posting closing to referrals to respective department	1.64	2.49	2.25	2.50

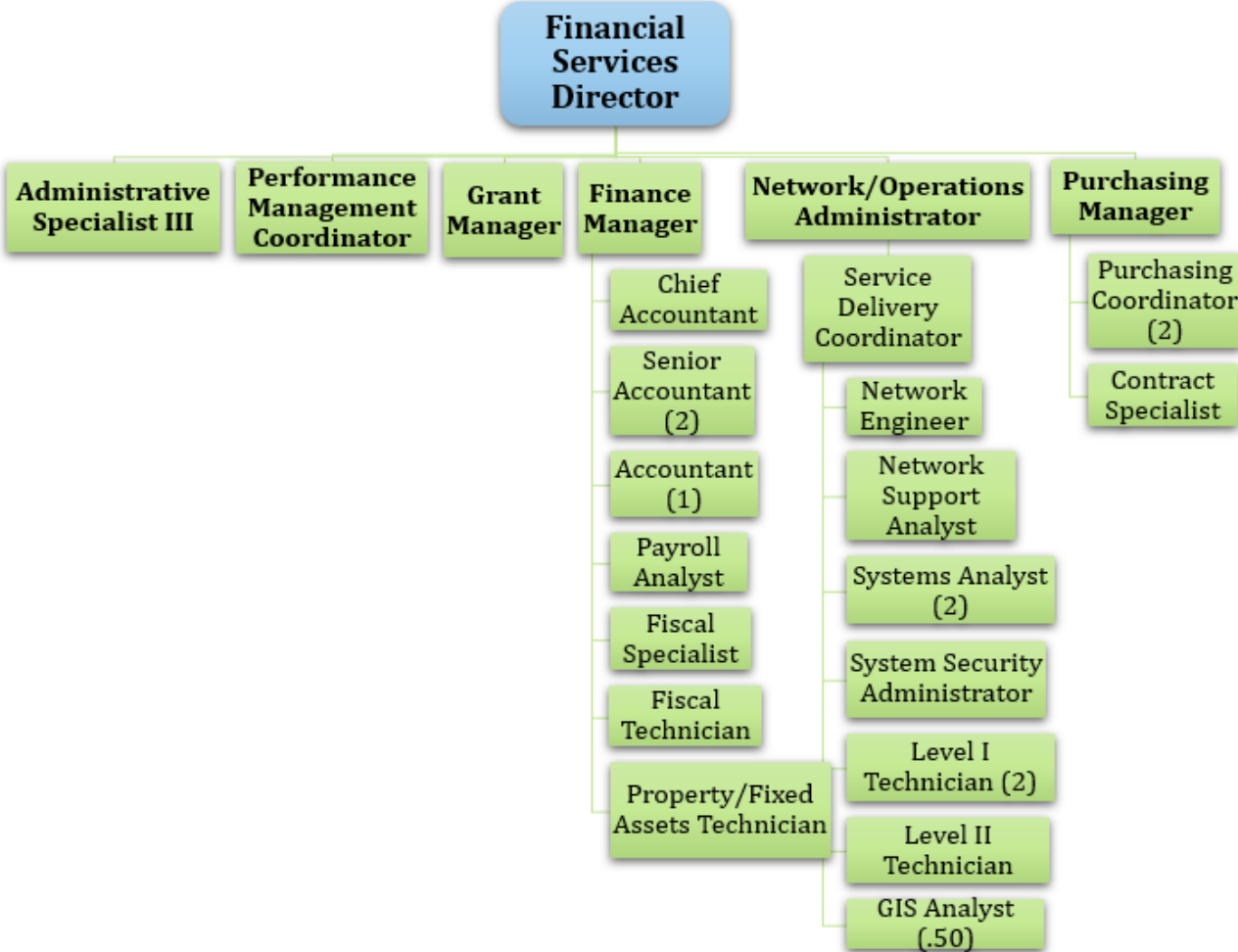
## Authorized Positions

Full Time Equivalents	Funded 2023	Funded 2024	+/-	Funded 2025	Authorized & Unfunded
<b>Human Resources</b>					
Human Resources Director	1.00	1.00	-	1.00	-
Risk Manager	-	-	-	-	1.00
Human Resources/Risk Management Analyst	-	1.00	-	1.00	-
Senior HR Analyst-Recruit & Employee Relations	1.00	1.00	-	1.00	-
Senior HR Analyst-Benefits, Wellness	1.00	1.00	-	1.00	-
Risk Management Administrator	1.00	1.00	-	1.00	-
Administrative Specialist III	0.50	-	-	-	1.00
<b>Total Full Time Equivalents</b>	<b>4.50</b>	<b>5.00</b>	<b>-</b>	<b>5.00</b>	<b>2.00</b>

## Human Resources

Account	Description	2021 Actual	2022 Actual	2023 Actual	2024 Budget	2025 Budget
<b>Personnel Services</b>						
001-0105-513.12-00	Regular Salaries & Wages	278,573	331,147	390,480	370,117	374,639
001-0105-513.12-02	Regular Salaries - Additional Pays	7,289	7,532	7,600	7,600	9,000
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	-	-	16,226	85,904	91,965
001-0105-513.14-00	Overtime	-	-	127	-	-
001-0105-513.21-00	FICA/Medicare Taxes	19,977	24,050	29,729	35,348	36,638
001-0105-513.22-01	Retirement Contributions - FRS	48,323	60,449	79,431	100,133	97,280
001-0105-513.23-00	Medical Insurance	45,022	64,378	93,930	88,579	88,579
001-0105-513.23-02	Medical Insurance - Life & ST Disability	1,625	1,905	2,276	3,086	3,152
001-0105-513.24-00	Worker's Compensation	631	743	905	956	701
	<b>Subtotal Personnel Services</b>	<b>\$ 402,640</b>	<b>\$ 491,404</b>	<b>\$ 621,904</b>	<b>\$ 692,923</b>	<b>\$ 703,154</b>
<b>Operating</b>						
001-0105-513.31-00	Professional Services	46,614	182,466	238,064	102,305	138,885
001-0105-513.34-00	Other Contractual Services	5,885	6,793	7,083	12,950	36,650
001-0105-513.40-00	Travel & Per Diem	1,114	1,270	3,260	5,000	5,000
001-0105-513.41-00	Communications Services	2,916	2,967	3,100	3,073	3,278
001-0105-513.42-00	Postage & Transportation	1,511	1,599	1,705	1,700	1,700
001-0105-513.44-00	Rentals & Leases	1,371	1,358	1,389	2,160	1,300
001-0105-513.44-10	Rentals & Leases/GASB87	-	2,277	(1,375)	-	-
001-0105-513.45-01	Insurance - Operating Liability	1,050	2,154	2,637	1,712	2,040
001-0105-513.45-02	Insurance - Auto Liability	184	238	203	-	-
001-0105-513.46-00	Repair & Maintenance Services	-	-	1,892	15,800	3,692
001-0105-513.47-00	Printing & Binding	4,903	3,696	4,065	3,730	4,150
001-0105-513.48-00	Promotional Activities	1,816	4,783	2,794	10,645	10,870
001-0105-513.49-00	Other Charges/Obligations	7,831	10,098	8,517	23,740	23,880
001-0105-513.51-00	Office Supplies	4,068	2,197	4,657	4,200	4,200
001-0105-513.52-00	Operating Supplies	896	1,625	657	600	4,900
001-0105-513.54-01	Books/Pubs/Subsc/Memb - Prof Dues	867	705	935	1,500	1,690
001-0105-513.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	829	2,552	1,649	4,450	3,350
001-0105-513.54-03	Books/Pubs/Subsc/Memb - Subscriptions	100	100	-	100	100
001-0105-513.55-00	Training	-	-	-	2,250	2,600
	<b>Subtotal Operating</b>	<b>\$ 81,955</b>	<b>\$ 226,878</b>	<b>\$ 281,232</b>	<b>\$ 195,915</b>	<b>\$ 248,285</b>
<b>Debt service</b>						
001-0105-513.71-01	Lease Payment/GASB87	-	1,292	1,328	-	-
001-0105-513.72-01	Int Payment/GASB87	-	83	47	-	-
	<b>Subtotal Debt service</b>	<b>\$ -</b>	<b>\$ 1,375</b>	<b>\$ 1,375</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Total</b>		<b>\$ 484,595</b>	<b>\$ 719,657</b>	<b>\$ 904,511</b>	<b>\$ 888,838</b>	<b>\$ 951,439</b>

# 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

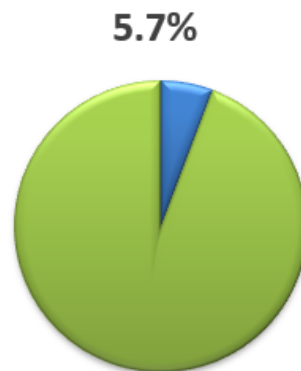
The Financial Services Department administers Accounting and Treasury functions, Debt Management, as well as Grant Compliance, Budgeting, Financial Management, Purchasing, and Information Technology Services for all City departments.

### Summary

<b>Expenditures</b>	<b>2022 Actual</b>	<b>2023 Actual</b>	<b>2024 Budget</b>	<b>2025 Budget</b>
Salaries	\$ 1,243,174	\$ 1,485,096	\$ 2,160,338	\$ 2,241,765
Benefits	494,981	652,415	949,604	958,935
Operating	1,098,690	985,104	1,163,118	1,182,551
Supplies	25,088	39,186	45,144	51,926
Debt service	7,122	7,122	-	-
<b>Total</b>	<b>\$ 2,869,055</b>	<b>\$ 3,168,923</b>	<b>\$ 4,318,204</b>	<b>\$ 4,435,177</b>

<b>Funding Source</b>				
Total	2,869,055	3,168,923	4,318,204	4,435,177
<b>Total</b>	<b>\$ 2,869,055</b>	<b>\$ 3,168,923</b>	<b>\$ 4,318,204</b>	<b>\$ 4,435,177</b>

### Financial Services as a percentage of General Fund



## ***Accounting Division***

In its accounting, treasury, debt management, budgeting, financial, and grant compliance capacities the Finance Department must ensure complete and accurate accounting of all transactions, and 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 Annual Comprehensive 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 2023-24***

- ❖ Completed the ACFR without audit comments and received the Certificate of Achievement for Excellence in Financial Reporting.
- ❖ Received the Distinguished Budget Award for the 2023 budget.
- ❖ Created a grant policy handbook.
- ❖ Completion of the budget process.
- ❖ Implemented monthly Finance Round Tables to train and assist departments with Finance related topics.

### ***Goals and objectives for 2024-25***

- ❖ 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.
- ❖ 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 Annual Comprehensive Financial Report (ACFR).

## Finance - Accounting Performance Measures

Activity	Actual 2021-2022	Actual 2022-2023	Expected 2023-2024	Proposed 2024-2025
# A/P Transaction	21,145	22,191	23,000	22,000
# Purchase Card Transactions	6,586	8,288	8,700	9,000
# Payroll Transaction	15,907	16,389	16,500	15,600
# Budget Adjustments Updated	141	169	175	170
# of Grants Managed	36	43	46	46
# of A/R Invoices Processed	254,794	268,012	270,000	251,000
Cost of Fixed Assets (Citywide Inventory)	\$ 565,000,000	\$ 590,060,620	\$ 595,060,620	\$ 605,000,000
# of Journal Entries Updated	689	579	600	605
# of Grant Compliance Findings	1	1	0	0
# of Audit Adjustments	0	0	0	0
# ACFR Comments	0	0	0	0
# of Adverse Comments on TRIM from DOR	0	0	0	0

### Summary

Expenditures	2022 Actual	2023 Actual	2024 Budget	2025 Budget
Salaries	\$ 736,850	\$ 742,238	\$ 960,687	\$ 1,003,289
Benefits	315,277	341,991	416,145	438,947
Operating	237,266	217,800	225,209	250,515
Supplies	15,857	24,340	22,709	33,096
Debt service	6,564	6,563	-	-
Total	\$ 1,311,814	\$ 1,332,932	\$ 1,624,750	\$ 1,725,847

Funding Source				
Total	1,311,814	1,332,932	1,624,750	1,725,847
Total	\$ 1,311,814	\$ 1,332,932	\$ 1,624,750	\$ 1,725,847



## Authorized Positions

Full Time Equivalents	Funded 2023	Funded 2024	+/-	Funded 2025	Authorized & Unfunded
<b>Finance - Accounting and Finance</b>					
Finance Director	1.00	1.00	-	1.00	-
Finance Manager	1.00	1.00	-	1.00	-
Chief Accountant	1.00	1.00	-	1.00	-
Performance Management Coordinator	1.00	1.00	-	1.00	-
Accountant	2.00	2.00	(1.00)	1.00	-
Grant Manager	-	1.00	-	1.00	-
Payroll Analyst	1.00	1.00	-	1.00	-
Fiscal Specialist	1.00	1.00	-	1.00	-
Administrative Specialist III	1.00	1.00	-	1.00	-
Property/Fixed Assets Technician	1.00	1.00	-	1.00	-
Capital Asset Budget and Management Administrator	1.00	-	-	-	-
Budget Manager	-	-	-	-	1.00
Senior Accountant	-	1.00	1.00	2.00	-
Resource Specialist	-	-	-	-	1.00
Fiscal Technician	-	1.00	-	1.00	1.00
<b>Total Full Time Equivalents</b>	<b>11.00</b>	<b>13.00</b>	<b>-</b>	<b>13.00</b>	<b>3.00</b>

## Finance/Accounting

Account	Description	2021 Actual	2022 Actual	2023 Actual	2024 Budget	2025 Budget
<b>Personnel Services</b>						
001-0401-513.12-00	Regular Salaries & Wages	582,694	731,478	728,979	949,187	992,089
001-0401-513.12-02	Regular Salaries - Additional Pays	1,303	1,500	6,281	1,800	3,000
001-0401-513.12-06	Reg Salaries - Opt Out Health Insurance	-	1,100	800	2,400	1,200
001-0401-513.14-00	Overtime	606	2,772	6,178	7,300	7,000
001-0401-513.21-00	FICA/Medicare Taxes	41,497	52,984	53,609	73,764	77,036
001-0401-513.22-01	Retirement Contributions - FRS	77,852	101,801	117,528	139,328	141,364
001-0401-513.23-00	Medical Insurance	106,568	154,013	164,873	194,873	212,588
001-0401-513.23-02	Medical Insurance - Life & ST Disability	3,787	4,865	4,420	6,205	6,473
001-0401-513.24-00	Worker's Compensation	1,287	1,614	1,561	1,975	1,486
	<b>Subtotal Personnel Services</b>	<b>\$ 815,594</b>	<b>\$ 1,052,127</b>	<b>\$ 1,084,229</b>	<b>\$ 1,376,832</b>	<b>\$ 1,442,236</b>
<b>Operating</b>						
001-0401-513.31-00	Professional Services	83,346	55,007	51,873	27,200	36,000
001-0401-513.32-00	Accounting & Auditing	70,000	73,000	72,730	80,000	84,000
001-0401-513.34-00	Other Contractual Services	105,439	-	20	-	-
001-0401-513.40-00	Travel & Per Diem	163	944	1,065	9,877	10,142
001-0401-513.41-00	Communications Services	3,675	3,666	4,924	5,746	7,673
001-0401-513.42-00	Postage & Transportation	2,666	2,701	6,838	2,890	7,000
001-0401-513.44-00	Rentals & Leases	6,554	6,541	6,532	6,828	6,685
001-0401-513.44-10	Rentals & Leases/GASB87	-	12,345	(6,564)	-	-
001-0401-513.45-01	Insurance - Operating Liability	2,958	6,964	8,383	5,406	6,278
001-0401-513.46-00	Repair & Maintenance Services	1,761	1,200	5,382	8,667	14,668
001-0401-513.47-00	Printing & Binding	2,850	2,987	3,863	3,240	4,120
001-0401-513.49-00	Other Charges/Obligations	36,947	71,911	62,754	75,355	73,949
001-0401-513.51-00	Office Supplies	2,126	2,467	1,228	2,490	2,490
001-0401-513.52-00	Operating Supplies	3,217	3,401	1,577	1,200	1,200
001-0401-513.54-01	Books/Pubs/Subsc/Memb - Prof Dues	4,000	4,280	3,975	4,250	4,456
001-0401-513.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	835	5,460	17,560	14,519	24,700
001-0401-513.54-03	Books/Pubs/Subsc/Memb - Subscriptions	224	249	-	250	250
	<b>Subtotal Operating</b>	<b>\$ 326,761</b>	<b>\$ 253,123</b>	<b>\$ 242,140</b>	<b>\$ 247,918</b>	<b>\$ 283,611</b>
<b>Debt service</b>						
001-0401-513.71-01	Lease Payment/GASB87	-	6,387	6,443	-	-
001-0401-513.72-01	Int Payment/GASB87	-	177	120	-	-
	<b>Subtotal Debt service</b>	<b>\$ -</b>	<b>\$ 6,564</b>	<b>\$ 6,563</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Total</b>		<b>\$ 1,142,355</b>	<b>\$ 1,311,814</b>	<b>\$ 1,332,932</b>	<b>\$ 1,624,750</b>	<b>\$ 1,725,847</b>

## *Information Technology Services*

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 city's 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

<b>Expenditures</b>	<b>2022 Actual</b>	<b>2023 Actual</b>	<b>2024 Budget</b>	<b>2025 Budget</b>
Salaries	\$ 429,642	\$ 621,371	\$ 863,403	\$ 904,338
Benefits	150,208	260,444	387,020	392,117
Operating	855,906	730,258	931,359	924,492
Supplies	7,755	11,335	19,500	14,800
Debt service	188	188	-	-
<b>Total</b>	<b>\$ 1,443,699</b>	<b>\$ 1,623,596</b>	<b>\$ 2,201,282</b>	<b>\$ 2,235,747</b>

<b>Funding Source</b>				
Total	1,443,699	1,623,596	2,201,282	2,235,747
<b>Total</b>	<b>\$ 1,443,699</b>	<b>\$ 1,623,596</b>	<b>\$ 2,201,282</b>	<b>\$ 2,235,747</b>

## ***Our Accomplishments in 2023-24***

- ❖ Integrate utility workorders and Assets with ERP service orders.
- ❖ Received the Distinguished Budget Award for the 2024 budget.
- ❖ Modernize City Intranet.
- ❖ Replace Office Multi-functional Device Fleet (Printers/Copiers).
- ❖ Modernize IT Policies and AI working group.

## ***Goals and Objectives for 2023-24***

- ❖ Modernize surveillance cameras.
- ❖ Implement zero trust cybersecurity framework.
- ❖ Modernize conference room audio and video capabilities.
- ❖ Implement AI solutions.
- ❖ Modernize procurement workflows.

<b>Finance - Information Services Performance Measures</b>				
<b>Activity</b>	<b>Actual 2021-2022</b>	<b>Actual 2022-2023</b>	<b>Expected 2023-2024</b>	<b>Proposed 2024-2025</b>
% of Requests Completed	93%	87%	94%	96%
% of time with No Significant Outage	97%	97%	98%	98%
% of Projects Completed	30%	30%	35%	50%
Customer Satisfaction	Satisfied	Satisfied	Satisfied	Satisfied

## **Authorized Positions**

<b>Full Time Equivalents</b>	<b>Funded 2023</b>	<b>Funded 2024</b>	<b>+/-</b>	<b>Funded 2025</b>	<b>Authorized &amp; Unfunded</b>
<b>Finance - Information Systems</b>					
Communications Manager	-	-	-	-	1.00
Computer Support Technician	-	-	-	-	1.00
Network/Operations Administrator	1.00	1.00	-	1.00	-
Network Engineer	1.00	1.00	-	1.00	-
System Analyst	1.00	2.00	-	2.00	-
Systems Engineer	1.00	1.00	-	1.00	-
System Security Administrator	1.00	1.00	-	1.00	-
Service Delivery Coordinator	1.00	1.00	-	1.00	-
Technician Level I	2.00	2.00	-	2.00	-
Technician Level II	1.00	1.00	-	1.00	-
GIS Analyst **	0.50	0.50	-	0.50	-
Help Desk Technician	-	-	-	-	1.00
	<b>9.50</b>	<b>10.50</b>	<b>-</b>	<b>10.50</b>	<b>3.00</b>

\*\*Split between funds or departments/divisions

## Information Technology

Account	Description	2021 Actual	2022 Actual	2023 Actual	2024 Budget	2025 Budget
<b>Personnel Services</b>						
001-0402-513.12-00	Regular Salaries & Wages	375,144	409,578	600,448	843,082	882,735
001-0402-513.12-02	Regular Salaries - Additional Pays	10,900	11,606	12,521	12,521	13,603
001-0402-513.12-06	Reg Salaries - Opt Out Health Insurance	1,200	1,200	600	-	-
001-0402-513.14-00	Overtime	8,571	7,258	7,802	7,800	8,000
001-0402-513.21-00	FICA/Medicare Taxes	29,380	32,011	46,085	66,294	69,437
001-0402-513.22-01	Retirement Contributions - FRS	40,350	47,564	77,027	125,988	127,873
001-0402-513.23-00	Medical Insurance	50,650	65,593	130,687	186,015	186,015
001-0402-513.23-02	Medical Insurance - Life & ST Disability	2,592	2,836	3,896	5,538	5,784
001-0402-513.24-00	Worker's Compensation	1,986	2,204	2,749	3,185	3,008
	<b>Subtotal Personnel Services</b>	<b>\$ 520,773</b>	<b>\$ 579,850</b>	<b>\$ 881,815</b>	<b>\$ 1,250,423</b>	<b>\$ 1,296,455</b>
<b>Operating</b>						
001-0402-513.31-00	Professional Services	234,499	234,000	59,073	1,000	1,000
001-0402-513.41-00	Communications Services	18,716	15,637	20,356	16,160	18,779
001-0402-513.42-00	Postage & Transportation	122	-	-	-	-
001-0402-513.44-00	Rentals & Leases	424	186	314	186	314
001-0402-513.44-10	Rentals & Leases/GASB87	-	312	(188)	-	-
001-0402-513.45-01	Insurance - Operating Liability	10,939	12,974	17,531	14,536	19,248
001-0402-513.45-02	Insurance - Auto Liability	260	337	288	358	367
001-0402-513.46-00	Repair & Maintenance Services	679,941	578,354	619,348	883,349	867,041
001-0402-513.46-04	Repair & Maintenance Services	2,164	13,546	12,738	15,500	17,140
001-0402-513.47-00	Printing & Binding	261	255	398	270	603
001-0402-513.49-00	Other Charges/Obligations	15,307	305	400	-	-
001-0402-513.51-00	Office Supplies	866	129	104	1,000	500
001-0402-513.52-00	Operating Supplies	10,888	6,716	10,229	10,000	10,300
001-0402-513.52-01	Operating Supplies - Gasoline/Diesel/Lubric	579	696	781	1,500	1,100
001-0402-513.54-01	Books/Pubs/Subsc/Memb - Prof Dues	-	-	-	-	300
001-0402-513.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	-	-	-	6,500	400
001-0402-513.54-03	Books/Pubs/Subsc/Memb - Subscriptions	-	214	221	500	2,200
	<b>Subtotal Operating</b>	<b>\$ 974,966</b>	<b>\$ 863,661</b>	<b>\$ 741,593</b>	<b>\$ 950,859</b>	<b>\$ 939,292</b>
<b>Debt service</b>						
001-0402-513.71-01	Lease Payment/GASB87	-	177	182	-	-
001-0402-513.72-01	Int Payment/GASB87	-	11	6	-	-
	<b>Subtotal Debt service</b>	<b>\$ -</b>	<b>\$ 188</b>	<b>\$ 188</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Total</b>		<b>\$ 1,495,739</b>	<b>\$ 1,443,699</b>	<b>\$ 1,623,596</b>	<b>\$ 2,201,282</b>	<b>\$ 2,235,747</b>

## ***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**

<b>Expenditures</b>	<b>2022 Actual</b>	<b>2023 Actual</b>	<b>2024 Budget</b>	<b>2025 Budget</b>
Salaries	\$ 76,682	\$ 121,487	\$ 336,248	\$ 334,138
Benefits	29,496	49,980	146,439	127,871
Operating	5,518	37,046	6,550	7,544
Supplies	1,476	3,511	2,935	4,030
Debt service	370	371	-	-
<b>Total \$</b>	<b>113,542</b>	<b>\$ 212,395</b>	<b>\$ 492,172</b>	<b>\$ 473,583</b>

<b>Funding Source</b>				
Total	113,542	212,395	492,172	473,583
<b>Total \$</b>	<b>113,542</b>	<b>\$ 212,395</b>	<b>\$ 492,172</b>	<b>\$ 473,583</b>

### ***Our Accomplishments in 2023-24***

- ❖ Provided invoicing training to department staff with the help of AP.
- ❖ Provided insurance training to department staff.
- ❖ Purchased commodity codes to update Navline system to improve the correct commodity codes.
- ❖ Updated the procurement policy procedure 11.100 Direct Payment.
- ❖ Submitted the purchasing policy for review and approval Draft v6.

### ***Goals and Objectives for 2024-25***

- ❖ Continue to train staff on new CMAR contracts. Finalize the procurement policy.
- ❖ Update procedures once the policy has been adopted and approved. Compile a contract list for all contracts.
- ❖ Provide training for Vendor " How to do business with the City of Sanford" 2nd Annual Event.
- ❖ Provide contract training to City staff. Move all city contracts to SharePoint. Attend procurement training in Orlando for continued growth.

## Finance - Purchasing Performance Measures

Activity	Actual 2021-2022	Actual 2022-2023	Expected 2023-2024	Proposed 2024-2025
Purchase orders processed	620	908	1,329	1,529
RFP's, RFQ's, and bids processed	139	117	120	135
Total time to process purchase orders	27	27	21	14

## Authorized Positions

Full Time Equivalents	Funded 2023	Funded 2024	+/-	Funded 2025	Authorized & Unfunded
<b>Finance - Purchasing</b>					
Purchasing Manager **	0.97	0.97	-	0.97	-
Contract Specialist	-	1.00	-	1.00	-
Purchasing Coordinator	-	2.00	-	2.00	-
Purchasing Analyst	1.00	-	-	-	-
<b>Total Full Time Equivalents</b>	<b>1.97</b>	<b>3.97</b>	<b>-</b>	<b>3.97</b>	<b>-</b>

\*\*Split between funds or departments/divisions

## Purchasing

Account	Description	2021 Actual	2022 Actual	2023 Actual	2024 Budget	2025 Budget
<b>Personnel Services</b>						
001-0403-513.12-00	Regular Salaries & Wages	92,841	75,562	116,690	334,528	331,218
001-0403-513.12-02	Regular Salaries - Additional Pays	1,103	1,120	4,797	1,720	1,720
001-0403-513.12-06	Reg Salaries - Opt Out Health Insurance	-	-	-	-	1,200
001-0403-513.14-00	Overtime	645	-	-	-	-
001-0403-513.21-00	FICA/Medicare Taxes	6,899	5,772	9,201	25,819	25,657
001-0403-513.22-01	Retirement Contributions - FRS	9,566	8,446	14,715	47,407	46,939
001-0403-513.23-00	Medical Insurance	16,653	14,576	25,048	70,332	52,616
001-0403-513.23-02	Medical Insurance - Life & ST Disability	649	532	753	2,188	2,166
001-0403-513.24-00	Worker's Compensation	210	170	263	693	493
	<b>Subtotal Personnel Services</b>	<b>\$ 128,566</b>	<b>\$ 106,178</b>	<b>\$ 171,467</b>	<b>\$ 482,687</b>	<b>\$ 462,009</b>
<b>Operating</b>						
001-0403-513.31-00	Professional Services	-	-	32,067	-	-
001-0403-513.34-00	Other Contractual Services	186	-	-	-	-
001-0403-513.40-00	Travel & Per Diem	-	950	937	1,600	1,100
001-0403-513.41-00	Communications Services	1,009	805	472	1,082	730
001-0403-513.42-00	Postage & Transportation	10	6	86	320	120
001-0403-513.44-00	Rentals & Leases	379	366	479	383	383
001-0403-513.44-10	Rentals & Leases/GASB87	-	613	(370)	-	-
001-0403-513.45-01	Insurance - Operating Liability	686	660	893	774	1,040
001-0403-513.47-00	Printing & Binding	655	660	692	692	692
001-0403-513.48-00	Promotional Activities	-	-	176	-	250
001-0403-513.49-00	Other Charges/Obligations	259	1,458	1,614	1,699	3,229
001-0403-513.51-00	Office Supplies	635	177	519	800	800
001-0403-513.52-00	Operating Supplies	57	237	160	10	200
001-0403-513.52-05	Operating Supplies - Uniforms	-	102	217	250	300
001-0403-513.54-01	Books/Pubs/Subsc/Memb - Prof Dues	706	510	395	390	630
001-0403-513.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	-	380	1,347	1,485	2,100
001-0403-513.54-03	Books/Pubs/Subsc/Memb - Subscriptions	-	70	873	-	-
	<b>Subtotal Operating</b>	<b>\$ 4,582</b>	<b>\$ 6,994</b>	<b>\$ 40,557</b>	<b>\$ 9,485</b>	<b>\$ 11,574</b>
<b>Debt service</b>						
001-0403-513.71-01	Lease Payment/GASB87	-	348	358	-	-
001-0403-513.72-01	Int Payment/GASB87	-	22	13	-	-
	<b>Subtotal Debt service</b>	<b>\$ -</b>	<b>\$ 370</b>	<b>\$ 371</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Total</b>		<b>\$ 133,148</b>	<b>\$ 113,542</b>	<b>\$ 212,395</b>	<b>\$ 492,172</b>	<b>\$ 473,583</b>



## 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	2022 Actual	2023 Actual	2024 Budget	2025 Budget
Salaries	\$ 8,600	\$ 4,800	\$ 4,800	\$ 2,400
Benefits	796,345	985,471	984,000	909,780
Operating	5,202	1,939	15,000	15,000
Other	7,268	7,910	6,800	8,000
Transfers	8,482,969	7,359,876	8,223,249	12,396,531
<b>Total \$</b>	<b>9,300,384</b>	<b>\$ 8,359,996</b>	<b>\$ 9,233,849</b>	<b>\$ 13,331,711</b>

Funding Source	2022 Actual	2023 Actual	2024 Budget	2025 Budget
Total	9,300,384	8,359,996	9,233,849	13,331,711
<b>Total \$</b>	<b>9,300,384</b>	<b>\$ 8,359,996</b>	<b>\$ 9,233,849</b>	<b>\$ 13,331,711</b>

### Non-Departmental as a percentage of General Fund

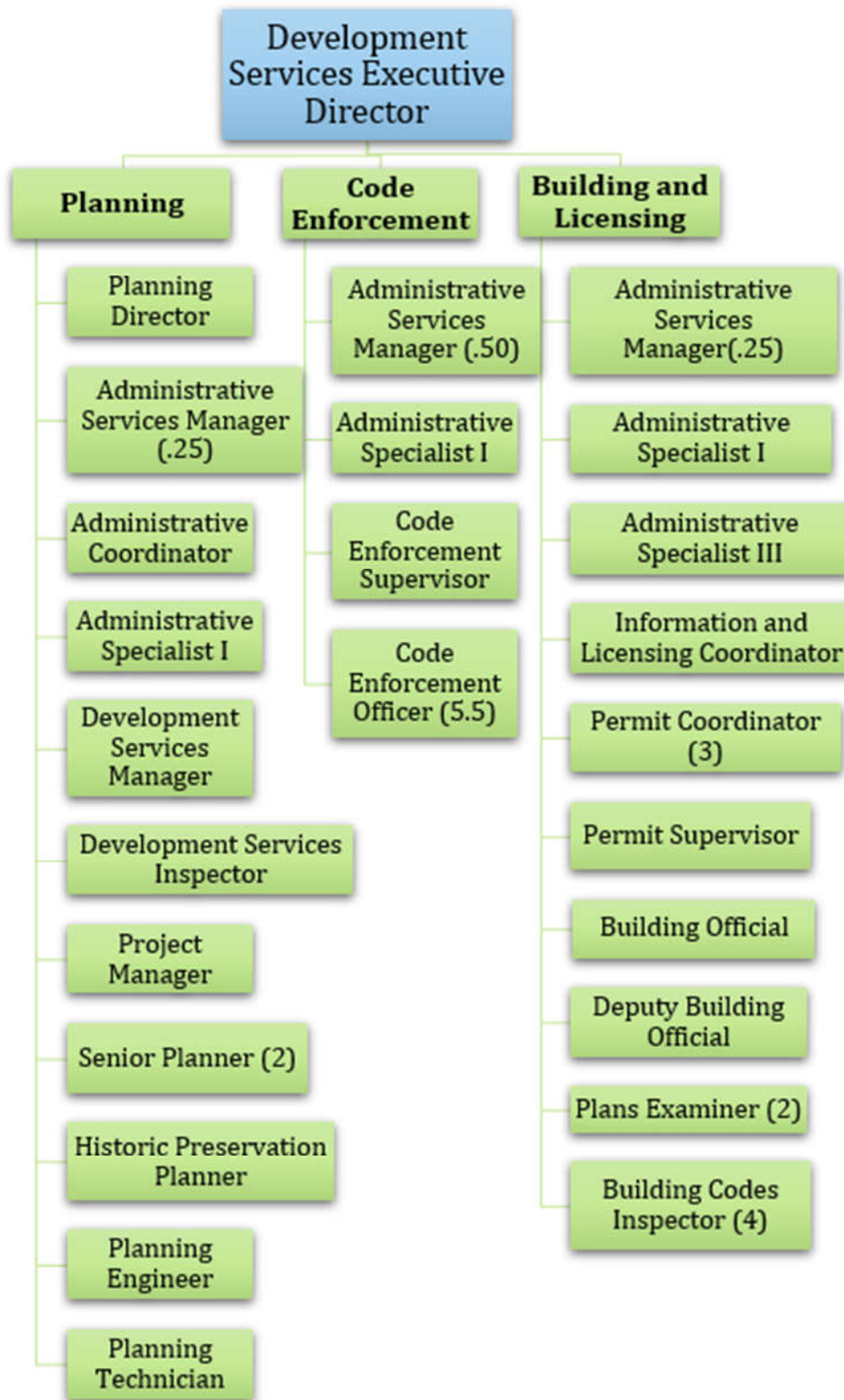
17.1%



## Non-Departmental

Account	Description	2021 Actual	2022 Actual	2023 Actual	2024 Budget	2025 Budget
<b>Personnel Services</b>						
001-7979-518.12-06	Retiree Payments	9,300	8,600	4,800	4,800	2,400
001-7979-518.23-03	Medical/Life Insurance	595,205	796,345	985,471	984,000	909,780
	<b>Subtotal Personnel Services</b>	<b>\$ 604,505</b>	<b>\$ 804,945</b>	<b>\$ 990,271</b>	<b>\$ 988,800</b>	<b>\$ 912,180</b>
<b>Operating</b>						
001-7979-539.31-00	Professional Services	5,596	5,202	1,939	15,000	15,000
	<b>Subtotal Operating</b>	<b>\$ 5,596</b>	<b>\$ 5,202</b>	<b>\$ 1,939</b>	<b>\$ 15,000</b>	<b>\$ 15,000</b>
<b>Other</b>						
001-7979-569.82-06	Aid to Private Organization	6,528	7,268	7,910	6,800	8,000
	<b>Subtotal Other</b>	<b>\$ 6,528</b>	<b>\$ 7,268</b>	<b>\$ 7,910</b>	<b>\$ 6,800</b>	<b>\$ 8,000</b>
<b>Transfers</b>						
001-7979-581.91-05	Transfers	-	-	202,080	-	60,782
001-7979-581.91-17	Transfer to LIHEAP	-	-	-	41,977	28,912
001-7979-581.91-20	Transfers-Debt	1,612,000	1,681,412	1,993,966	2,178,023	2,760,968
001-7979-581.91-22	Transfers	168,478	-	-	-	-
001-7979-581.91-28	Transfers-Capital Equipment	3,762,619	4,998,449	2,472,260	5,433,917	7,622,291
001-7979-581.91-31	Transfers	160,489	43,120	4,954	-	-
001-7979-581.91-37	Transfer-Cemetery	-	61,859	108,431	-	-
001-7979-581.91-39	Transfer-Cemetery	-	-	1,346,570	-	-
001-7979-581.91-54	Transfer-Marina	-	521,304	441,266	12,564	450,000
001-7979-581.91-63	Transfers	26,373	50,000	-	59,253	91,956
001-7979-581.91-74	Transfers-PAC	-	-	112,000	120,000	(15,000)
001-7979-581.91-74	Transfers-PAC	-	-	112,000	120,000	124,700
001-7979-581.91-79	Transfers-Mayfair	60,000	1,054,187	508,749	60,000	400,000
001-7979-590.99-01	Other Uses	117,992	72,638	169,600	315,000	796,922
001-7979-590.99-70	Other Uses	-	-	-	2,515	75,000
	<b>Subtotal Transfers</b>	<b>\$ 5,907,951</b>	<b>\$ 8,482,969</b>	<b>\$ 7,359,876</b>	<b>\$ 8,223,249</b>	<b>\$ 12,396,531</b>
	<b>Total</b>	<b>\$ 6,524,580</b>	<b>\$ 9,300,384</b>	<b>\$ 8,359,996</b>	<b>\$ 9,233,849</b>	<b>\$ 13,331,711</b>

# DEVELOPMENT SERVICES DEPARTMENT



**Mission Statement**

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

**Role of Planning & Development Services**

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

**Summary**

<b>Expenditures</b>	<b>2022 Actual</b>	<b>2023 Actual</b>	<b>2024 Budget</b>	<b>2025 Budget</b>
Salaries	\$ 1,049,594	\$ 1,258,421	\$ 1,504,100	\$ 1,644,120
Benefits	458,638	613,762	739,396	796,552
Operating	216,421	219,412	305,634	309,121
Supplies	67,379	66,999	95,702	94,946
Debt service	4,518	4,518	-	-
<b>Total \$</b>	<b>1,796,550</b>	<b>\$ 2,163,112</b>	<b>\$ 2,644,832</b>	<b>\$ 2,844,739</b>

<b>Funding Source</b>				
Total	1,796,550	2,163,112	2,644,832	2,844,739
<b>Total \$</b>	<b>1,796,550</b>	<b>\$ 2,163,112</b>	<b>\$ 2,644,832</b>	<b>\$ 2,844,739</b>

**Development Services as a percentage of General Fund**

**3.7%**



## Planning Division

The Planning Division provides guidance, reviews zoning and subdivision applications for the City. The Planning Division also maintains the Comprehensive Plan and Zoning ordinance as well as the maps that provide the policy and regulatory bases for land use and development as mandated by state and local laws. Additionally, it also advises and provides recommendations to the City Manager, City Commission, Planning Commission, Historic preservation Board, residents, the business community, and the public on current land use and development issues. The Division is committed to proactive, community-based planning founded on public participation and promoting a well-designed, physically-integrated, livable, sustainable, and prosperous City.

### Summary

Expenditures	2022 Actual	2023 Actual	2024 Budget	2025 Budget
Salaries	\$ 641,938	\$ 772,484	\$ 970,402	\$ 1,029,185
Benefits	279,702	368,703	472,123	478,307
Operating	64,757	57,133	68,096	78,856
Supplies	40,806	44,237	58,444	55,573
Debt service	3,078	3,078	-	-
Total	\$ 1,030,281	\$ 1,245,635	\$ 1,569,065	\$ 1,641,921

Funding Source				
Total	1,030,281	1,245,635	1,569,065	1,641,921
Total	\$ 1,030,281	\$ 1,245,635	\$ 1,569,065	\$ 1,641,921

### *Our Accomplishments in 2023-24*

- ❖ Adopted the updates to Schedule H (Parking).
- ❖ Developed the regulations for the new Historic Georgetown District.
- ❖ Updated the City's Land Development Regulations.

### *Goals and Objectives for 2024-25*

- ❖ Launch new permitting software.
- ❖ Explore the use of A.I. in plan review.
- ❖ Modify the City/County Joint Planning Agreement.

## Development Services - Planning Performance Measures

Activity	Actual 2021-2022	Actual 2022-2023	Expected 2023-2024	Proposed 2024-2025
Development Applications Processed	1,132	552	1,984	1,223
Total Permits Reviewed	7,568	6,322	5,582	6,491
Development Permits Issued	737	446	383	552
Development Fees	\$ 1,477,978	\$ 661,454	\$ 1,950,727	\$ 1,363,386

## Authorized Positions

Full Time Equivalents	Funded 2023	Funded 2024	+/-	Funded 2025	Authorized & Unfunded
<b>Development Services-Planning</b>					
Executive Director of Development Services**	0.50	0.50	-	0.50	-
Planning Director	1.00	1.00	-	1.00	-
Planning Manager	1.00	1.00	-	1.00	-
Project Engineer	1.00	1.00	-	1.00	-
Planning Engineer	1.00	1.00	-	1.00	-
Senior Planner	2.00	2.00	-	2.00	-
Historic Preservation Planner	1.00	1.00	-	1.00	-
Planning Technician	1.00	1.00	-	1.00	-
Administrative Specialist I	1.00	1.00	-	1.00	-
Administrative Support Supervisor **	0.25	0.25	(0.25)	-	-
Administrative Services Manager	-	-	0.25	0.25	-
Administrative Coordinator	1.00	1.00	-	1.00	-
Development Services Inspector	1.00	1.00	-	1.00	-
Principal Planner	-	-	-	-	1.00
Intern	-	-	-	-	0.50
<b>Total Full Time Equivalents</b>	<b>11.75</b>	<b>11.75</b>	<b>-</b>	<b>11.75</b>	<b>1.50</b>

\*\*Split between funds or departments/divisions

## Planning

Account	Description	2021 Actual	2022 Actual	2023 Actual	2024 Budget	2025 Budget
<b>Personnel Services</b>						
001-1110-515.12-00	Regular Salaries & Wages	549,807	629,292	761,022	955,616	1,017,775
001-1110-515.12-02	Regular Salaries - Additional Pays	5,796	11,386	9,734	13,076	8,610
001-1110-515.12-06	Reg Salaries - Opt Out Health Insurance	-	1,250	1,500	1,500	1,500
001-1110-515.14-00	Overtime	112	10	228	210	1,300
001-1110-515.21-00	FICA/Medicare Taxes	39,968	47,568	57,185	74,316	78,096
001-1110-515.22-01	Retirement Contributions - FRS	83,565	94,156	128,449	200,560	202,204
001-1110-515.23-00	Medical Insurance	84,815	120,010	164,831	180,138	180,138
001-1110-515.23-02	Medical Insurance - Life & ST Disability	3,438	4,075	4,896	6,235	6,603
001-1110-515.24-00	Worker's Compensation	11,621	13,893	13,342	10,874	11,266
	<b>Subtotal Personnel Services</b>	<b>\$ 779,122</b>	<b>\$ 921,640</b>	<b>\$ 1,141,187</b>	<b>\$ 1,442,525</b>	<b>\$ 1,507,492</b>
<b>Operating</b>						
001-1110-515.31-00	Professional Services	126,520	3,006	-	-	-
001-1110-515.34-00	Other Contractual Services	21,107	-	-	-	-
001-1110-515.40-00	Travel & Per Diem	-	582	3,192	9,000	6,000
001-1110-515.41-00	Communications Services	6,185	7,452	9,282	10,489	11,448
001-1110-515.42-00	Postage & Transportation	1,599	1,969	2,694	2,300	2,300
001-1110-515.44-00	Rentals & Leases	3,053	3,040	2,930	2,436	2,436
001-1110-515.44-10	Rentals & Leases/GASB87	-	5,096	(3,077)	-	-
001-1110-515.45-01	Insurance - Operating Liability	3,664	5,967	7,287	4,796	5,707
001-1110-515.45-02	Insurance - Auto Liability	215	369	315	466	477
001-1110-515.46-00	Repair & Maintenance Services	14,963	16,766	19,533	18,109	29,900
001-1110-515.47-00	Printing & Binding	2,807	5,663	3,949	4,000	4,088
001-1110-515.48-00	Promotional Activities	320	-	60	1,000	1,000
001-1110-515.49-00	Other Charges/Obligations	11,735	14,847	10,968	15,500	15,500
001-1110-515.51-00	Office Supplies	869	1,478	2,655	2,500	2,500
001-1110-515.52-00	Operating Supplies	3,716	2,419	184	5,800	3,800
	Operating Supplies - Gasoline/Diesel/Lubric	-	857	1,320	1,200	1,200
001-1110-515.52-05	Operating Supplies - Uniforms	854	1,082	1,539	2,225	2,225
001-1110-515.54-01	Books/Pubs/Subsc/Memb - Prof Dues	2,359	1,852	4,486	3,733	4,294
001-1110-515.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	80	2,222	3,030	7,300	5,800
001-1110-515.54-04	Books/Pubs/Subsc/Memb - School Tuition	-	-	-	1,000	1,000
001-1110-515.54-05	Books/Pubs/Subsc/Memb - Metro Plan	30,135	30,896	31,023	34,686	32,254
001-1110-515.55-00	Training	-	-	-	-	2,500
	<b>Subtotal Operating</b>	<b>\$ 230,181</b>	<b>\$ 105,563</b>	<b>\$ 101,370</b>	<b>\$ 126,540</b>	<b>\$ 134,429</b>
<b>Debt service</b>						
001-1110-515.71-01	Lease Payment/GASB87	-	2,892	2,972	-	-
001-1110-515.72-01	Int Payment/GASB87	-	186	106	-	-
	<b>Subtotal Debt service</b>	<b>\$ -</b>	<b>\$ 3,078</b>	<b>\$ 3,078</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Total</b>		<b>\$ 1,009,303</b>	<b>\$ 1,030,281</b>	<b>\$ 1,245,635</b>	<b>\$ 1,569,065</b>	<b>\$ 1,641,921</b>

## Code Enforcement Division

Code Enforcement assists the citizens of Sanford in keeping their neighborhoods in compliance with City codes. Keeping properties code compliant protects and enhances property values and makes the City a more attractive place to live, work, and shop. Code Enforcement is primarily responsible for enforcement of most of the City’s Code of Ordinances and Land Development Codes. The Code Enforcement 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	2022 Actual	2023 Actual	2024 Budget	2025 Budget
Salaries	\$ 316,186	\$ 383,800	\$ 443,894	\$ 515,171
Benefits	139,051	193,332	222,397	275,200
Operating	141,708	151,156	226,456	219,503
Supplies	23,504	22,697	36,198	38,298
Debt service	957	956	-	-
Total \$	621,406	\$ 751,941	\$ 928,945	\$ 1,048,172

Funding Source				
Total	621,406	751,941	928,945	1,048,172
Total \$	621,406	\$ 751,941	\$ 928,945	\$ 1,048,172

### *Our Accomplishments in 2023-24*

- ❖ All Officers completed Code Enforcement Academy.
- ❖ Demolished two structures.
- ❖ Developed a community engagement program.
- ❖ All Officers became Civilian Parking Enforcement Specialists.

### *Goals and Objectives for 2024-25*

- ❖ Director and Supervisor will earn Code Enforcement Professional (CEP) designation.
- ❖ Expand our community engagement program.
- ❖ All new Officers will complete Parking Enforcement Specialists Training.
- ❖ Code Supervisor will complete Leadership Seminoles.



## Development Services - Code Enforcement Performance Measures

Activity	Actual 2021-2022	Actual 2022-2023	Expected 2023-2024	Proposed 2024-2025
Number of code complaints received	1,248	1,068	1,273	1,196
Number of cases taken to Special Magistrate	194	225	249	222
Parking Citations Issued	12	226	348	420
Administrative Citations	48	16	12	25
Total Funds Collected	\$ 238,811	\$ 205,684	\$ 230,000	\$ 235,000

## Authorized Positions

Full Time Equivalents	Funded 2023	Funded 2024	+/-	Funded 2025	Authorized & Unfunded
<b>Code Enforcement</b>					
Executive Director of Development Services **	0.15	0.15	-	0.15	-
Administrative Coordinator	-	-	-	-	-
Administrative Support Supervisor **	0.50	0.50	(0.50)	-	-
Administrative Services Manager **	-	-	0.50	0.50	-
Administrative Specialist I	1.00	1.00	-	1.00	-
Code Enforcement Officer	5.00	5.00	0.50	5.50	-
Code Enforcement Supervisor	1.00	1.00	-	1.00	-
<b>Total Full Time Equivalents</b>	<b>7.65</b>	<b>7.65</b>	<b>0.50</b>	<b>8.15</b>	<b>-</b>

\*\*Split between funds or departments/divisions

## Code Enforcement

Account	Description	2021 Actual	2022 Actual	2023 Actual	2024 Budget	2025 Budget
<b>Personnel Services</b>						
001-1103-519.12-00	Regular Salaries & Wages	351,222	310,117	371,540	432,804	478,514
001-1103-519.12-02	Regular Salaries - Additional Pays	1,163	-	625	90	90
001-1103-519.12-06	Reg Salaries - Opt Out Health Insurance	1,400	1,470	1,300	1,800	600
001-1103-519.13-00	Part Time Wages	-	-	-	-	26,767
001-1103-519.14-00	Overtime	266	4,599	10,335	9,200	9,200
001-1103-519.21-00	FICA/Medicare Taxes	25,871	23,203	28,567	34,082	39,563
001-1103-519.22-01	Retirement Contributions - FRS	45,946	46,136	58,948	68,415	77,731
001-1103-519.23-00	Medical Insurance	51,353	62,883	97,061	108,952	144,383
001-1103-519.23-02	Medical Insurance - Life & ST Disability	1,920	1,741	2,095	2,829	3,313
001-1103-519.24-00	Worker's Compensation	4,795	4,687	6,661	8,119	10,210
001-1103-519.25-00	Unemployment	3,025	401	-	-	-
	<b>Subtotal Personnel Services</b>	<b>\$ 486,961</b>	<b>\$ 455,237</b>	<b>\$ 577,132</b>	<b>\$ 666,291</b>	<b>\$ 790,371</b>
<b>Operating</b>						
001-1103-519.31-00	Professional Services	45,479	12,979	13,711	15,500	15,500
001-1103-519.34-00	Other Contractual Services	-	-	22,111	17,130	-
001-1103-519.34-01	Other Contractual Services - Lot Mowing	36,745	35,125	42,365	50,000	50,000
001-1103-519.34-02	Other Contractual Services - Demolition	-	35,955	-	80,000	80,000
001-1103-519.40-00	Travel & Per Diem	-	31	4,516	7,000	7,000
001-1103-519.41-00	Communications Services	8,155	8,813	8,451	9,170	9,164
001-1103-519.42-00	Postage & Transportation	6,290	8,567	12,361	8,000	11,000
001-1103-519.44-00	Rentals & Leases	958	945	1,010	958	958
001-1103-519.44-10	Rentals & Leases/GASB87	-	1,584	(956)	-	-
001-1103-519.45-01	Insurance - Operating Liability	2,388	3,724	4,494	3,108	3,757
001-1103-519.45-02	Insurance - Auto Liability	1,116	2,201	1,880	2,587	2,649
001-1103-519.46-00	Repair & Maintenance Services	14,173	20,056	25,193	18,028	24,800
001-1103-519.47-00	Printing & Binding	2,246	2,431	3,475	1,475	2,175
001-1103-519.48-00	Promotional Activities	-	-	-	-	1,000
001-1103-519.49-00	Other Charges/Obligations	8,642	9,297	12,545	13,500	11,500
001-1103-519.51-00	Office Supplies	3,122	2,761	2,621	3,000	3,250
001-1103-519.52-00	Operating Supplies	1,144	1,665	2,123	3,000	3,000
001-1103-519.52-01	Operating Supplies - Gasoline/Diesel/Lubric	3,709	12,635	11,307	12,723	12,723
001-1103-519.52-05	Operating Supplies - Uniforms	2,276	2,118	1,410	6,000	6,650
001-1103-519.54-01	Books/Pubs/Subsc/Memb - Prof Dues	400	480	1,095	1,675	1,800
001-1103-519.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	2,600	3,845	565	5,250	3,675
001-1103-519.55-00	Training	-	-	3,576	4,550	7,200
	<b>Subtotal Operating</b>	<b>\$ 139,443</b>	<b>\$ 165,212</b>	<b>\$ 173,853</b>	<b>\$ 262,654</b>	<b>\$ 257,801</b>
<b>Debt service</b>						
001-1103-519.71-01	Lease Payment/GASB87	-	899	923	-	-
001-1103-519.72-01	Int Payment/GASB87	-	58	33	-	-
	<b>Subtotal Debt service</b>	<b>\$ -</b>	<b>\$ 957</b>	<b>\$ 956</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Total \$</b>		<b>\$ 626,404</b>	<b>\$ 621,406</b>	<b>\$ 751,941</b>	<b>\$ 928,945</b>	<b>\$ 1,048,172</b>

## 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	2022 Actual	2023 Actual	2024 Budget	2025 Budget
Salaries	\$ 91,470	\$ 102,137	\$ 89,804	\$ 99,764
Benefits	39,885	51,727	44,876	43,045
Operating	9,956	11,123	11,082	10,762
Supplies	3,069	65	1,060	1,075
Debt service	483	484	-	-
Total \$	144,863	\$ 165,536	\$ 146,822	\$ 154,646

Funding Source				
Total	144,863	165,536	146,822	154,646
Total \$	144,863	\$ 165,536	\$ 146,822	\$ 154,646

### *Our Accomplishments in 2023-24*

- ❖ Maintained a 100% response to applications within two working days.

### *Goals and Objectives for 2024-25*

- ❖ Maintain a 100% response to applications within two working days.

## Development Services - Business Tax Receipts Performance Measures

Activity	Actual 2021-2022	Actual 2022-2023	Expected 2022-2023	Proposed 2024-2025
Business Tax Receipts billed	2,693	2,769	2,633	2,698
Business Tax Receipts second notices	1,267	804	872	2,943
Tax Due Notices to collections	167	64	-	77
Total Fees Collected	N/A	N/A	N/A	N/A

### Authorized Positions

Full Time Equivalents	Funded 2023	Funded 2024	+/-	Funded 2025	Authorized & Unfunded
<b>Business Tax Receipts</b>					
Deputy Building Official **	0.05	0.05	-	0.05	-
Permit/Licensing Coordinator **	-	-	-	-	-
Information and Licensing Coordinator	1.00	1.00	-	1.00	-
Permit Coordinator **	0.09	0.09	-	0.09	-
Administrative Specialist III **	0.10	0.10	-	0.10	-
<b>Total Full Time Equivalents</b>	<b>1.24</b>	<b>1.24</b>	-	<b>1.24</b>	-

\*\*Split between funds or departments/divisions

## Business Tax Receipts

Account	Description	2021 Actual	2022 Actual	2023 Actual	2024 Budget	2025 Budget
<b>Personnel Services</b>						
001-1101-513.12-00	Regular Salaries & Wages	84,629	90,811	101,114	89,168	99,092
001-1101-513.12-02	Regular Salaries - Additional Pays	30	29	654	-	-
001-1101-513.12-06	Reg Salaries - Opt Out Health Insurance	36	96	42	36	72
001-1101-513.14-00	Overtime	939	534	327	600	600
001-1101-513.21-00	FICA/Medicare Taxes	5,918	6,450	7,214	6,896	7,661
001-1101-513.22-01	Retirement Contributions - FRS	8,753	10,134	12,682	16,351	14,106
001-1101-513.23-00	Medical Insurance	16,873	22,454	30,950	20,672	20,317
001-1101-513.23-02	Medical Insurance - Life & ST Disability	510	617	656	579	640
001-1101-513.24-00	Worker's Compensation	363	230	225	378	321
	<b>Subtotal Personnel Services</b>	<b>\$ 118,051</b>	<b>\$ 131,355</b>	<b>\$ 153,864</b>	<b>\$ 134,680</b>	<b>\$ 142,809</b>
<b>Operating</b>						
001-1101-513.34-00	Other Contractual Services	-	-	273	250	250
001-1101-513.40-00	Travel & Per Diem	-	-	-	1,000	1,000
001-1101-513.41-00	Communications Services	135	98	95	180	20
001-1101-513.42-00	Postage & Transportation	912	792	412	1,300	950
001-1101-513.44-00	Rentals & Leases	490	477	581	730	730
001-1101-513.44-10	Rentals & Leases/GASB87	-	800	(483)	-	-
001-1101-513.45-01	Insurance - Operating Liability	21	19	19	22	212
001-1101-513.47-00	Printing & Binding	440	621	407	600	600
001-1101-513.49-00	Other Charges/Obligations	5,748	7,149	9,819	7,000	7,000
001-1101-513.51-00	Office Supplies	12	-	-	260	260
001-1101-513.52-00	Operating Supplies	150	2,378	-	250	250
	Operating Supplies - Gasoline/Diesel/Lubric	-	326	-	-	-
001-1101-513.54-01	Books/Pubs/Subsc/Memb - Prof Dues	-	50	65	50	65
001-1101-513.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	-	315	-	500	500
	<b>Subtotal Operating</b>	<b>\$ 7,908</b>	<b>\$ 13,025</b>	<b>\$ 11,188</b>	<b>\$ 12,142</b>	<b>\$ 11,837</b>
<b>Debt service</b>						
001-1101-513.71-01	Lease Payment/GASB87	-	454	467	-	-
001-1101-513.72-01	Int Payment/GASB87	-	29	17	-	-
	<b>Subtotal Debt service</b>	<b>\$ -</b>	<b>\$ 483</b>	<b>\$ 484</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Total \$</b>		<b>125,959</b>	<b>144,863</b>	<b>165,536</b>	<b>146,822</b>	<b>154,646</b>

## ***Building Division & Building Inspection Fund***

The Building Division is responsible for verifying that all construction projects built in the City of Sanford are constructed in accordance with the Florida Building Code, City Ordinance and State Laws. This is accomplished by routing and issuing all permits for construction throughout the City, as well as performing detailed plan reviews and conducting field inspections. The Building Inspection Fund is 100% funded by fee revenues and contained in its own fund as required by Florida Statute.

### **Summary**

<b>Expenditures</b>	<b>2022 Actual</b>	<b>2023 Actual</b>	<b>2024 Budget</b>	<b>2025 Budget</b>
Salaries	\$ 666,877	\$ 806,364	\$ 930,577	\$ 1,138,711
Benefits	258,242	363,343	444,185	449,626
Operating	557,944	813,055	563,518	679,334
Supplies	35,828	37,522	45,847	34,732
Capital	47,913	41,474	-	-
Debt service	3,989	3,989	-	-
Transfers	-	-	150,854	-
<b>Total \$</b>	<b>1,570,793</b>	<b>\$ 2,065,747</b>	<b>\$ 2,134,981</b>	<b>\$ 2,302,403</b>

### ***Our Accomplishments in 2023-24***

- ❖ Fully Staffed Division.
- ❖ Finalized Design of Breezeway Expansion.
- ❖ Implemented strategy to reduce Building Fund.
- ❖ Approved Central Square to replace Citizenserve Permitting Software.

### ***Goals and Objectives for 2024-25***

- ❖ Begin construction of Breezeway Expansion.
- ❖ Implement Central Square permitting software.
- ❖ Complete Building Scanning Project.

## Development Services - Building Performance Measures

Activity	Actual 2021-2022	Actual 2022-2023	Expected 2023-2024	Proposed 2024-2025
Total Inspections	19,085	17,790	18,071	18,315
Total Building Permits	5,758	5,765	5,330	5,617
Residential Valuation History	137,045,381	65,909,631	61,551,164	88,068,725
Commerical Valuation History	247,717,173	72,199,715	53,368,508	124,428,465
Total Plan Reviews Conducted	3,999	5,116	5,876	4,997

## Authorized Positions

Full Time Equivalents	Funded 2023	Funded 2024	+/-	Funded 2025	Authorized & Unfunded
<b>Building Inspection Fund</b>					
Executive Director of Development Services **	0.35	0.35	-	0.35	-
Building Official **	1.00	1.00	-	1.00	-
Deputy Building Official **	0.95	0.95	-	0.95	-
Plans Examiner	2.00	2.00	-	2.00	-
Building Codes Inspector I	1.00	1.00	-	1.00	-
Building Codes Inspector II	1.00	1.00	-	1.00	1.00
Building Codes Inspector III	2.00	2.00	-	2.00	-
Information and Licensing Coordinator **	-	-	-	-	-
Permit Supervisor	-	-	1.00	1.00	-
Permit Technician II	-	-	-	-	1.00
Permit Coordinator **	2.91	2.91	-	2.91	-
Administrative Support Supervisor **	0.25	0.25	(0.25)	-	-
Administrative Services Manager **	-	-	0.25	0.25	-
Administrative Specialist I	1.00	1.00	-	1.00	-
Administrative Specialist III **	0.90	0.90	-	0.90	-
<b>Total Full Time Equivalents</b>	<b>13.36</b>	<b>13.36</b>	<b>1.00</b>	<b>14.36</b>	<b>2.00</b>

\*\*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



\*The Police Department has two police officers assigned to the CRA that are not represented here.



## 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.

## 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

<b>Expenditures</b>	<b>2022 Actual</b>	<b>2023 Actual</b>	<b>2024 Budget</b>	<b>2025 Budget</b>
Salaries	\$ 10,137,894	\$ 10,558,940	\$ 12,172,039	\$ 13,246,273
Benefits	4,721,718	5,584,129	6,748,981	7,090,773
Operating	2,221,606	2,603,974	2,764,467	3,065,499
Supplies	807,452	774,217	901,147	1,071,512
Debt service	-	401,092	-	-
<b>Total</b>	<b>\$ 17,888,670</b>	<b>\$ 19,922,352</b>	<b>\$ 22,586,634</b>	<b>\$ 24,474,057</b>

<b>Funding Source</b>				
<b>Total</b>	17,888,670	19,922,352	22,586,634	24,474,057
<b>Total</b>	<b>\$ 17,888,670</b>	<b>\$ 19,922,352</b>	<b>\$ 22,586,634</b>	<b>\$ 24,474,057</b>

## Police Department as a percentage of General Fund

31.3%



With a total workforce of 172.95 employees, 148 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	2021 Actual	2022 Actual	2023 Actual	2024 Budget	2025 Budget
<b>Personnel Services</b>						
001-2020-521.12-00	Regular Salaries & Wages	9,007,911	9,197,059	9,571,194	11,094,610	12,067,455
001-2020-521.12-02	Regular Salaries - Additional Pays	145,940	134,548	143,725	200,071	192,759
001-2020-521.12-05	Regular Salaries - Incentive Bonus	-	-	-	3,510	4,680
001-2020-521.12-06	Reg Salaries - Opt Out Health Insurance	18,455	19,995	20,300	15,210	21,060
001-2020-521.13-00	Part Time Wages	-	-	-	101,062	104,627
001-2020-521.14-00	Overtime	500,284	657,803	710,594	648,375	727,526
001-2020-521.15-00	Special Pay	44,895	41,373	34,756	33,151	44,526
001-2020-521.15-02	Special Pay - Police State Incentive	83,960	87,116	78,371	76,050	83,640
001-2020-521.21-00	FICA/Medicare Taxes	721,805	746,404	779,607	930,662	1,012,247
001-2020-521.22-01	Retirement Contributions - FRS	1,141,398	1,273,462	1,470,259	1,969,929	2,167,194
001-2020-521.22-02	Retirement Contributions - Police Pension	861,181	359,136	642,413	860,343	886,466
001-2020-521.22-06	Retirement Contributions - City Cont 457	23,192	24,000	23,984	25,928	28,816
001-2020-521.23-00	Medical Insurance	1,526,575	1,936,671	2,272,949	2,521,213	2,564,148
001-2020-521.23-02	Medical Insurance - Life & ST Disability	24,646	26,337	26,124	36,497	40,452
001-2020-521.24-00	Worker's Compensation	345,016	355,708	365,245	404,409	391,450
001-2020-521.25-00	Unemployment Compensation	2,955	-	3,548	-	-
	<b>Subtotal Personnel Services</b>	<b>\$ 14,448,213</b>	<b>\$ 14,859,612</b>	<b>\$ 16,143,069</b>	<b>\$ 18,921,020</b>	<b>\$ 20,337,046</b>
<b>Operating</b>						
001-2020-521.31-00	Professional Services	36,602	33,034	30,711	4,300	4,300
001-2020-521.34-00	Other Contractual Services	691,663	690,358	732,254	793,800	816,240
001-2020-521.40-00	Travel & Per Diem	11,324	28,400	43,258	21,300	41,332
001-2020-521.41-00	Communications Services	233,087	238,054	241,343	244,575	276,330
001-2020-521.42-00	Postage & Transportation	1,545	4,072	1,443	4,732	4,803
001-2020-521.43-00	Utility Services	93,541	115,343	123,917	115,368	123,916
001-2020-521.44-00	Rentals & Leases	176,628	171,900	229,381	268,004	262,458
001-2020-521.44-10	Rentals & Leases	-	-	(122,570)	-	-
001-2020-521.45-01	Insurance - Operating Liability	87,108	90,997	119,512	110,775	144,738
001-2020-521.45-02	Insurance - Auto Liability	60,158	79,012	75,885	110,775	91,179
001-2020-521.46-00	Repair & Maintenance Services	622,500	675,070	762,667	941,831	1,137,890
001-2020-521.46-96	Repair & Maintenance Services	-	-	278,523	-	-
001-2020-521.47-00	Printing & Binding	9,006	11,945	10,099	19,275	19,377
001-2020-521.48-00	Promotional Activities	16,080	20,601	28,432	40,000	45,500
001-2020-521.49-00	Other Charges/Obligations	42,153	62,820	49,119	89,732	97,436
001-2020-521.51-00	Office Supplies	14,075	9,901	15,737	31,786	19,347
001-2020-521.52-00	Operating Supplies	214,365	201,727	152,966	240,360	299,827
001-2020-521.52-01	Operating Supplies - Gasoline/Diesel/Lubric	320,543	463,724	392,746	463,724	493,418
001-2020-521.52-05	Operating Supplies - Uniforms	111,392	84,002	118,444	123,116	149,748
001-2020-521.54-01	Books/Pubs/Subsc/Memb - Prof Dues	4,745	6,626	7,031	8,885	13,837
001-2020-521.54-02	Books/Pubs/Subsc/Memb - Conf/Seminar	25,710	22,473	40,116	16,500	11,550
001-2020-521.54-03	Books/Pubs/Subsc/Memb - Subscriptions	372	2,499	21	2,500	5,110
001-2020-521.54-04	Books/Pubs/Subsc/Memb - Subscriptions	20,915	16,500	47,156	14,276	78,675
	<b>Subtotal Operating</b>	<b>\$ 2,793,512</b>	<b>\$ 3,029,058</b>	<b>\$ 3,378,191</b>	<b>\$ 3,665,614</b>	<b>\$ 4,137,011</b>
<b>Debt service</b>						
001-2020-521.71-01	Lease Payment/GASB87	-	-	121,399	-	-
001-2020-521.71-96	Lease Payment/GASB87	-	-	278,522	-	-
001-2020-521.72-01	Int Payment/GASB87	-	-	1,171	-	-
	<b>Subtotal Debt service</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 401,092</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Total</b>		<b>\$ 17,241,725</b>	<b>\$ 17,888,670</b>	<b>\$ 19,922,352</b>	<b>\$ 22,586,634</b>	<b>\$ 24,474,057</b>

## Administration

The Administration Division provides overall leadership, management, and administration of the Police Department. In alignment with the City Commission and City Manager's goals, the Chief of Police provides the overall leadership, direction, and vision for the Police Department. In alignment with the Chief of Police's expectations, the Deputy Chief of Police oversees the day to day efficient and effective operation of the Police Department. The Administrative Coordinator, reporting directly to the Chief of Police, coordinates a wide array of personnel administration duties. The Administrative Services Manager is responsible for preparing the annual budget, purchasing, property management, grant writing. The Public Information Officer reports directly to the Chief of Police and manages all communications with the public via all forms of the media including a wide array of social media sites, facility and fleet management, police radio management, and oversees the Records Unit and accreditation. The Accreditation Manager coordinates and facilitates the Police Department's continued compliance with 250 plus Commission for Florida Law Enforcement accreditation standards of performance excellence.

### Summary

<b>Expenditures</b>	<b>2022 Actual</b>	<b>2023 Actual</b>	<b>2024 Budget</b>	<b>2025 Budget</b>
Salaries	\$ 775,622	\$ 891,770	\$ 980,573	\$ 1,205,522
Benefits	417,925	486,532	515,842	589,107
Operating	459,420	557,737	582,862	758,101
Supplies	71,148	47,188	88,766	76,781
Debt service	3,501	3,501	-	-
<b>Total \$</b>	<b>1,727,616</b>	<b>\$ 1,986,728</b>	<b>\$ 2,168,043</b>	<b>\$ 2,629,511</b>

<b>Funding Source</b>				
Total	1,727,616	1,986,728	2,168,043	2,629,511
<b>Total \$</b>	<b>1,727,616</b>	<b>\$ 1,986,728</b>	<b>\$ 2,168,043</b>	<b>\$ 2,629,511</b>

### *Our Accomplishments in 2023-24*

- ❖ Activated kiosk station for citizen submission of specific reports utilizing SCSO Report Submission Software.
- ❖ Procured and implemented FTO software for streamlined communication and evaluation of new employees.
- ❖ The PIO unit created and implemented two comprehensive Communications Plans related to Crime Prevention or Public Safety.

- ❖ Two officers were certified and trained as fitness instructors to aid and promote employee physical wellness.
- ❖ The Employee Wellness Committee organized a team of two officers and/or support staff who will work with the newly trained physical fitness instructors in order to create two opportunities for physical health wellness.

### *Goals and Objectives for 2024-25*

- ❖ Implementation of paperless software for Administrative Investigations, Use of Force, Field Training Officers, and Vehicle Apprehensions.
- ❖ Implement kiosk station at City Hall for citizen submission of specific crime reports utilizing Online Report Submission Software.
- ❖ The PIO unit will plan and produce a Public Service Announcement Video per quarter.
- ❖ Peer Support Officers will conduct informative briefings for each squad/unit regarding a wide variety of mental health resources.
- ❖ The Employee Wellness Committee will organize the police department’s participation in two physical health wellness events.

<b>Police - Administration Performance Measures</b>				
<b>Activity</b>	<b>Actual 2021-2022</b>	<b>Actual 2022-2023</b>	<b>Expected 2023-2024</b>	<b>Proposed 2024-2025</b>
Internal Complaints	35	26	24	22
Citizen Complaints	6	5	4	3
Crimes Analyst Inquiries	2,082	430	440	440
Number of Officer Body Cameras Deployed	144	144	150	155
Number of CRU Outreach Events/Meetings	504	251	250	500
Training Hours	3,000	5,708	6,000	6,500
FTO Training Hours	5,000	11,880	12,000	12,000

## Authorized Positions

Full Time Equivalents	Funded 2023	Funded 2024	+/-	Funded 2025	Authorized & Unfunded
<b>Police - Administration</b>					
Police Chief	1.00	1.00	-	1.00	-
Deputy Police Chief	1.00	1.00	-	1.00	-
Captain **	-	-	-	-	-
Public Information Officer **	0.95	0.95	-	0.95	-
Support Services Supervisor	-	-	-	-	1.00
Administrative Services Manager	1.00	1.00	-	1.00	-
Accreditation Manager	1.00	1.00	-	1.00	-
Crime Analyst Officer	1.00	1.00	-	1.00	-
Records Supervisor	-	-	-	-	-
Administrative Coordinator	1.00	1.00	-	1.00	-
Fiscal Technician	1.00	1.00	-	1.00	-
Records Technician	3.00	3.00	-	3.00	-
Administrative Specialist I	-	-	-	-	1.00
Custodial Worker I	2.00	2.00	-	2.00	-
<b>Total Full Time Equivalents</b>	<b>13.95</b>	<b>13.95</b>	<b>-</b>	<b>13.95</b>	<b>2.00</b>

\*\*Split between funds or departments/divisions

## Police Administration

Account	Description	2021 Actual	2022 Actual	2023 Actual	2024 Budget	2025 Budget
<b>Personnel Services</b>						
001-2022-521.12-00	Regular Salaries & Wages	693,157	748,282	867,031	847,804	1,061,894
001-2022-521.12-02	Regular Salaries - Additional Pays	3,895	3,540	5,439	4,017	6,611
001-2022-521.12-06	Reg Salaries - Opt Out Health Insurance	950	-	-	-	1,170
001-2022-521.13-00	Part Time Wages	-	-	-	101,062	104,627
001-2022-521.14-00	Overtime	7,620	20,370	15,701	24,375	25,526
001-2022-521.15-00	Special Pay	342	1,004	1,000	975	1,950
001-2022-521.15-02	Special Pay - Police State Incentive	2,252	2,426	2,599	2,340	3,744
001-2022-521.21-00	FICA/Medicare Taxes	51,244	56,446	64,933	74,243	90,806
001-2022-521.22-01	Retirement Contributions - FRS	58,038	87,696	103,624	145,675	178,130
001-2022-521.22-02	Retirement Contributions - Police Pension	17,518	26,379	11,197	-	-
001-2022-521.22-06	Retirement Contributions - City Cont 457	23,192	24,000	23,984	25,928	28,816
001-2022-521.23-00	Medical Insurance	137,786	203,336	258,934	246,769	264,042
001-2022-521.23-02	Medical Insurance - Life & ST Disability	3,946	4,760	5,094	6,256	7,406
001-2022-521.24-00	Worker's Compensation	14,525	15,239	18,766	16,971	19,907
001-2022-521.25-00	Unemployment Compensation	-	69	-	-	-
	<b>Subtotal Personnel Services</b>	<b>\$ 1,014,465</b>	<b>\$ 1,193,547</b>	<b>\$ 1,378,302</b>	<b>\$ 1,496,415</b>	<b>\$ 1,794,629</b>
<b>Operating</b>						
001-2022-521.31-00	Professional Services	32,940	31,857	28,560	300	300
001-2022-521.34-00	Other Contractual Services	24,763	434	24,754	35,000	31,000
001-2022-521.40-00	Travel & Per Diem	4,992	2,897	7,305	7,000	17,418
001-2022-521.41-00	Communications Services	24,209	32,515	25,819	31,751	47,700
001-2022-521.42-00	Postage & Transportation	1,296	4,062	1,374	4,732	4,732
001-2022-521.43-00	Utility Services	93,541	115,343	123,917	115,368	123,916
001-2022-521.44-00	Rentals & Leases	15,588	12,131	21,803	42,342	36,385
001-2022-521.44-10	Rentals & Leases/GASB87	-	5,798	(3,501)	-	-
001-2022-521.45-01	Insurance - Operating Liability	87,108	90,997	119,512	110,775	144,738
001-2022-521.45-02	Insurance - Auto Liability	2,406	3,160	3,035	4,430	3,647
001-2022-521.46-00	Repair & Maintenance Services	125,732	116,110	147,502	182,300	280,024
001-2022-521.47-00	Printing & Binding	2,389	3,793	4,386	3,520	4,318
001-2022-521.48-00	Promotional Activities	15,991	20,601	27,307	25,000	30,500
001-2022-521.49-00	Other Charges/Obligations	23,749	19,722	25,964	20,344	33,423
001-2022-521.51-00	Office Supplies	6,805	3,304	7,384	15,200	3,877
001-2022-521.52-00	Operating Supplies	39,561	21,350	20,223	26,292	27,943
001-2022-521.52-01	Operating Supplies - Gasoline/Diesel/Lubric	31,497	28,973	11,295	28,974	15,000
001-2022-521.52-05	Operating Supplies - Uniforms	4,177	2,777	4,081	6,000	6,000
001-2022-521.54-01	Books/Pubs/Subsc/Memb - Prof Dues	4,140	3,070	1,795	5,500	6,717
001-2022-521.54-02	Books/Pubs/Subsc/Memb - Conf/Seminar	4,695	1,375	2,410	3,800	5,772
001-2022-521.54-03	Books/Pubs/Subsc/Memb - Subscriptions	-	2,499	-	-	-
001-2022-521.54-04	Books/Pubs/Subsc/Memb - School Tuition	606	7,800	-	3,000	11,472
	<b>Subtotal Operating</b>	<b>\$ 546,185</b>	<b>\$ 530,568</b>	<b>\$ 604,925</b>	<b>\$ 671,628</b>	<b>\$ 834,882</b>
<b>Debt service</b>						
001-2022-521.71-01	Lease Payment/GASB87	-	3,290	3,381	-	-
001-2022-521.72-01	Int Payment/GASB87	-	211	120	-	-
	<b>Subtotal Debt service</b>	<b>\$ -</b>	<b>\$ 3,501</b>	<b>\$ 3,501</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Total</b>		<b>\$ 1,560,650</b>	<b>\$ 1,727,616</b>	<b>\$ 1,986,728</b>	<b>\$ 2,168,043</b>	<b>\$ 2,629,511</b>

## *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 (CSOs) 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 which allows for quicker response times and more time with victims. The Traffic Unit provides traffic control for the City by writing citations for traffic violations, working traffic crashes, and conducting traffic homicide investigations. The Traffic Unit is also responsible for conducting speed assessments, traffic control inquiries, and planning.

### Summary

<b>Expenditures</b>	<b>2022 Actual</b>	<b>2023 Actual</b>	<b>2024 Budget</b>	<b>2025 Budget</b>
Salaries	\$ 5,104,642	\$ 5,344,581	\$ 6,100,961	\$ 6,054,440
Benefits	2,422,218	2,873,883	3,379,502	3,209,254
Operating	1,361,304	1,471,380	1,572,852	1,699,371
Supplies	426,914	455,631	485,352	612,654
Debt service	1,446	1,447	-	-
<b>Total</b>	<b>\$ 9,316,524</b>	<b>\$ 10,146,922</b>	<b>\$ 11,538,667</b>	<b>\$ 11,575,719</b>

<b>Funding Source</b>				
Total	9,316,524	10,146,922	11,538,667	11,575,719
<b>Total</b>	<b>\$ 9,316,524</b>	<b>\$ 10,146,922</b>	<b>\$ 11,538,667</b>	<b>\$ 11,575,719</b>

### *Our Accomplishments in 2023-24*

- ❖ Conducted five targeted traffic operations focusing on pedestrian, bicyclist, motorist and officer safety. These operations will include seat belt, crosswalk, move-over, and bicycle violations.
- ❖ Watch Commanders organized and conducted squad-wide walk and talks in at least one neighborhood per quarter.
- ❖ Deployed the Community Activities trailer into the community 17 times in 2023.
- ❖ Expanded the drone program by adding and training one additional pilot.
- ❖ Conducted one DUI specific traffic operations per quarter in 2023.



## Goals and Objectives for 2024-25

- ❖ Reduce Part I Crime from 2023 numbers.
- ❖ Expand the number of Community Service Officers to address non-emergency related offenses.
- ❖ Utilize License Plate Readers once per quarter in aiding and enhancing open investigations.
- ❖ Increase Community Outreach levels achieved in 2023 in all zones.
- ❖ Conduct five targeted traffic operations focusing on pedestrian, bicyclist, motorist and officer safety. These operations will include seat belt, crosswalk, move-over, school zones, and bicycle violations.

<b>Police - Patrol Operations Performance Measures</b>				
<b>Activity</b>	<b>Actual 2021-2022</b>	<b>Actual 2022-2023</b>	<b>Expected 2023-2024</b>	<b>Proposed 2024-2025</b>
Total Call for Service	117,715	108,590	117,000	117,000
Officer Initiated Calls	46,626	36,219	46,000	46,000
# Citations/Warnings Issued	11,595	9,288	11,000	11,000
# Part 1 Crimes	2,152	2,199	2,150	2,150
Total Number of Reports Generated	31,395	15,689	25,000	25,000
Average Response Time to Priority 1 Calls (min)	4.80	1.21	1.21	1.21
Citations Issued	11,343	4,953	6,000	6,000

### Authorized Positions

<b>Full Time Equivalents</b>	<b>Funded 2023</b>	<b>Funded 2024</b>	<b>+/-</b>	<b>Funded 2025</b>	<b>Authorized &amp; Unfunded</b>
<b>Police - Patrol</b>					
Sergeant	9.00	9.00	-	9.00	2.00
Captain	1.00	1.00	-	1.00	-
Lieutenant	4.00	4.00	-	4.00	-
Administrative Coordinator	1.00	1.00	-	1.00	-
Community Service Officer	6.00	6.00	3.00	9.00	-
Officer	60.00	60.00	5.00	65.00	-
Officer - Cops Grant Funded	-	-	-	-	-
<b>Total Full Time Equivalents</b>	<b>81.00</b>	<b>81.00</b>	<b>8.00</b>	<b>89.00</b>	<b>2.00</b>

## Patrol

Account	Description	2021 Actual	2022 Actual	2023 Actual	2024 Budget	2025 Budget
<b>Personnel Services</b>						
001-2023-521.12-00	Regular Salaries & Wages	3,803,518	4,430,567	4,691,807	5,562,273	5,498,514
001-2023-521.12-02	Regular Salaries - Additional Pays	77,592	86,272	89,267	123,162	119,555
001-2023-521.12-06	Reg Salaries - Opt Out Health Insurance	6,400	10,500	11,400	10,530	15,210
001-2023-521.14-00	Overtime	236,264	352,989	372,445	351,000	370,500
001-2023-521.15-00	Special Pay	14,460	18,405	15,294	16,088	17,550
001-2023-521.15-02	Special Pay - Police State Incentive	34,585	44,607	38,980	37,908	33,111
001-2023-521.21-00	FICA/Medicare Taxes	306,095	362,539	385,506	466,851	463,358
001-2023-521.22-01	Retirement Contributions - FRS	618,137	727,744	773,235	1,106,151	1,070,973
001-2023-521.22-02	Retirement Contributions - Police Pension	273,143	140,829	340,769	370,082	377,521
001-2023-521.23-00	Medical Insurance	675,331	908,574	1,098,981	1,209,262	1,093,998
001-2023-521.23-02	Medical Insurance - Life & ST Disability	9,972	11,770	11,817	15,913	16,684
001-2023-521.24-00	Worker's Compensation	154,275	180,156	188,037	211,243	186,720
001-2023-521.25-00	Unemployment Compensation	1,908	-	3,548	-	-
	<b>Subtotal Personnel Services</b>	<b>\$ 6,211,680</b>	<b>\$ 7,274,952</b>	<b>\$ 8,021,086</b>	<b>\$ 9,480,463</b>	<b>\$ 9,263,694</b>
<b>Operating</b>						
001-2023-521.31-00	Professional Services	3,662	1,177	2,151	4,000	4,000
001-2023-521.34-00	Other Contractual Services	666,900	686,900	707,500	728,800	765,240
001-2023-521.40-00	Travel & Per Diem	-	-	1,180	-	-
001-2023-521.41-00	Communications Services	144,985	131,923	159,283	131,923	153,521
001-2023-521.44-00	Rentals & Leases	1,442	1,729	46,541	48,362	48,362
001-2023-521.44-10	Rentals & Leases/GASB87	-	2,395	(1,446)	-	-
001-2023-521.45-02	Insurance - Auto Liability	34,289	45,035	43,253	63,139	51,972
001-2023-521.46-00	Repair & Maintenance Services	359,797	481,370	507,270	585,344	664,936
001-2023-521.47-00	Printing & Binding	3,929	4,956	2,824	6,944	7,000
001-2023-521.49-00	Other Charges/Obligations	4,592	5,819	2,824	4,340	4,340
001-2023-521.51-00	Office Supplies	328	1,119	1,399	3,450	3,450
001-2023-521.52-00	Operating Supplies	116,856	105,219	72,600	126,151	184,457
001-2023-521.52-01	Operating Supplies - Gasoline/Diesel/Lubric	161,373	255,751	272,431	255,751	299,419
001-2023-521.52-05	Operating Supplies - Uniforms	89,914	69,643	99,289	100,000	125,328
001-2023-521.54-01	Books/Pubs/Subsc/Memb - Prof Dues	-	320	-	-	-
001-2023-521.54-02	Books/Pubs/Subsc/Memb - Conf/Seminar	2,390	450	2,219	-	-
001-2023-521.54-03	Books/Pubs/Subsc/Memb - Subscriptions	276	-	-	-	-
001-2023-521.54-04	Books/Pubs/Subsc/Memb - School Tuition	(5,333)	(5,588)	7,693	-	-
	<b>Subtotal Operating</b>	<b>\$ 1,585,400</b>	<b>\$ 1,788,218</b>	<b>\$ 1,927,011</b>	<b>\$ 2,058,204</b>	<b>\$ 2,312,025</b>
<b>Debt service</b>						
001-2023-521.71-01	Lease Payment/GASB87	-	1,359	1,397	-	-
001-2023-521.72-01	Int Payment/GASB87	-	87	50	-	-
	<b>Subtotal Debt service</b>	<b>\$ -</b>	<b>\$ 1,446</b>	<b>\$ 1,447</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Total</b>		<b>\$ 7,797,080</b>	<b>\$ 9,064,616</b>	<b>\$ 9,949,544</b>	<b>\$ 11,538,667</b>	<b>\$ 11,575,719</b>

## Police COPS Grant

Account	Description	2021 Actual	2022 Actual	2023 Actual	2024 Budget	2025 Budget
<b>Personnel Services</b>						
001-2029-521.12-00	Regular Salaries & Wages	149,339	145,101	115,570	-	-
001-2029-521.12-02	Regular Salaries - Additional Pays	4,387	3,370	1,205	-	-
001-2029-521.14-00	Overtime	8,683	9,881	5,803	-	-
001-2029-521.15-00	Special Pay	1,002	1,004	996	-	-
001-2029-521.15-02	Special Pay - Police State Incentive	1,230	1,946	1,814	-	-
001-2029-521.21-00	FICA/Medicare Taxes	12,366	12,108	9,393	-	-
001-2029-521.22-01	Retirement Contributions - FRS	37,254	35,745	27,165	-	-
001-2029-521.23-00	Medical Insurance	33,767	36,440	30,527	-	-
001-2029-521.23-02	Medical Insurance - Life & ST Disability	331	282	194	-	-
001-2029-521.24-00	Worker's Compensation	6,176	6,031	4,711	-	-
	<b>Subtotal Personnel Services</b>	<b>\$ 254,535</b>	<b>\$ 251,908</b>	<b>\$ 197,378</b>	<b>- \$</b>	<b>-</b>
	<b>Total \$</b>	<b>254,535</b>	<b>251,908</b>	<b>197,378</b>	<b>-</b>	<b>-</b>

## Strategic Services

The Strategic Services Division consists of Investigations, Neighborhood Response Unit, and Crime Scene Technicians. The Criminal Investigations Unit of the Sanford Police Department is the primary investigative resource for all crime within the City of Sanford. Investigators are assigned to one of the three divisions in this section, with other investigators also assigned to county and federal task forces. They are responsible for investigations leading to the detection, identification, apprehension, and prosecution of persons responsible for committing crime within the City of Sanford.

### Summary

<b>Expenditures</b>	<b>2022 Actual</b>	<b>2023 Actual</b>	<b>2024 Budget</b>	<b>2025 Budget</b>
Salaries	\$ 2,789,165	\$ 1,919,288	\$ 2,888,820	\$ 2,686,328
Benefits	1,228,346	982,956	1,537,052	1,380,766
Operating	483,599	468,172	471,871	463,385
Supplies	155,341	86,138	158,942	166,629
Debt service	98,028	396,144	-	-
Total	\$ 4,754,479	\$ 3,852,698	\$ 5,056,685	\$ 4,697,108

<b>Funding Source</b>				
Total	4,754,479	3,852,698	5,056,685	4,697,108
Total	\$ 4,754,479	\$ 3,852,698	\$ 5,056,685	\$ 4,697,108

## *Our Accomplishments in 2023-24*

- ❖ Achieved a 75% clearance rate on homicide investigations.
- ❖ Purchased and deployed six additional cellular based cameras within the downtown area.
- ❖ Certified three investigators in homicide investigations.
- ❖ Performed 5 proactive operations which resulted in several arrests.

## *Goals and Objectives for 2024-25*

- ❖ Procure a secondary FARO system.
- ❖ Conduct five proactive operations in an effort to reduce all categorized crime.
- ❖ Hire a replacement CST for a current vacancy.
- ❖ Certify two additional investigators in homicide investigations.
- ❖ Re-deploy the Neighborhood Response Unit.

<b>Police - Strategic Services Performance Measures</b>				
<b>Activity</b>	<b>Actual 2021-2022</b>	<b>Actual 2022-2023</b>	<b>Expected 2023-2024</b>	<b>Proposed 2024-2025</b>
# Homicide cases assigned to CID	4	8	4	4
# Homicide cases cleared by Arrest/Capias	2	6	2	2
# Agg Assault cases assigned to CID	20	36	30	20
# Agg Assault cases cleared by Arrest/Capias	10	10	10	10
# Robbery cases assigned to CID	30	37	35	25
# Robbery cases cleared by Arrest/Capias	10	4	6	8
# Sexual Assault cases assigned to CID	35	44	40	35
# Sexual Assault cases cleared by Arrest/Capias	10	5	10	10
# Burglary cases assigned to CID	200	160	175	175
# Burglary cases cleared by Arrest/Capias	20	10	10	10
# Larceny cases assigned to CID	750	643	700	700
# Larceny cases cleared by Arrest/Capias	40	53	50	40
# of part 1 Crimes	1,120	1,197	1,200	1,100

## Authorized Positions

Full Time Equivalents	Funded 2023	Funded 2024	+/-	Funded 2025	Authorized & Unfunded
<b>Police - Strategic Services (renamed from Investigations and incorporated Traffic and SRO 2020)</b>					
Sergeant	3.00	3.00	-	3.00	-
Captain	1.00	1.00	-	1.00	-
Lieutenant	1.00	1.00	-	1.00	-
Crime Scene/Evidence Technician	4.00	4.00	-	4.00	-
Investigative Aide	-	-	-	-	1.00
Administrative Specialist II	-	-	-	-	1.00
Officer	30.00	30.00	-	30.00	-
<b>Total Full Time Equivalents</b>	<b>39.00</b>	<b>39.00</b>	<b>-</b>	<b>39.00</b>	<b>2.00</b>

### Strategic Services

Account	Description	2021 Actual	2022 Actual	2023 Actual	2024 Budget	2025 Budget
<b>Personnel Services</b>						
001-2024-521.12-00	Regular Salaries & Wages	3,373,800	2,555,834	1,679,989	2,655,151	2,416,735
001-2024-521.12-02	Regular Salaries - Additional Pays	50,598	28,891	35,709	46,976	46,280
001-2024-521.12-06	Reg Salaries - Opt Out Health Insurance	8,060	6,420	6,000	4,680	4,680
001-2024-521.14-00	Overtime	183,088	159,746	178,723	160,875	195,000
001-2024-521.15-00	Special Pay	23,417	11,952	4,532	4,875	6,863
001-2024-521.15-02	Special Pay - Police State Incentive	38,330	26,322	14,335	16,263	16,770
001-2024-521.21-00	FICA/Medicare Taxes	272,288	206,526	142,031	221,092	205,585
001-2024-521.22-01	Retirement Contributions - FRS	294,552	263,679	284,293	383,805	376,556
001-2024-521.22-02	Retirement Contributions - Police Pension	477,153	133,454	116,536	276,134	241,006
001-2024-521.23-00	Medical Insurance	534,869	515,992	366,797	546,999	466,808
001-2024-521.23-02	Medical Insurance - Life & ST Disability	7,997	6,314	4,443	8,085	7,206
001-2024-521.24-00	Worker's Compensation	133,174	102,381	68,856	100,937	83,605
	<b>Subtotal Personnel Services</b>	<b>\$ 5,397,326</b>	<b>\$ 4,017,511</b>	<b>\$ 2,902,244</b>	<b>\$ 4,425,872</b>	<b>\$ 4,067,094</b>
<b>Operating</b>						
001-2024-521.34-00	Other Contractual Services	-	3,024	-	30,000	20,000
001-2024-521.40-00	Travel & Per Diem	1,319	295	-	-	-
001-2024-521.41-00	Communications Services	40,406	40,069	35,872	47,353	48,338
001-2024-521.42-00	Postage & Transportation	250	10	69	-	71
001-2024-521.44-00	Rentals & Leases	159,598	158,040	154,447	170,800	170,911
001-2024-521.44-10	Rentals & Leases/GASB87	-	172,522	(117,622)	-	-
001-2024-521.45-02	Insurance - Auto Liability	17,447	22,915	22,008	32,127	26,442
001-2024-521.46-00	Repair & Maintenance Services	119,711	66,886	85,276	158,084	170,326
001-2024-521.46-96	Repair & Maintenance Services	-	-	278,523	-	-
001-2024-521.47-00	Printing & Binding	2,687	3,147	2,888	7,059	7,059
001-2024-521.48-00	Promotional Activities	-	-	670	-	-
001-2024-521.49-00	Other Charges/Obligations	9,641	16,691	6,041	26,448	20,238
001-2024-521.51-00	Office Supplies	4,646	3,981	5,802	11,564	10,869
001-2024-521.52-00	Operating Supplies	34,862	40,187	27,471	35,526	43,983
001-2024-521.52-01	Operating Supplies - Gasoline/Diesel/Lubric	105,631	100,736	46,344	100,736	100,736
001-2024-521.52-05	Operating Supplies - Uniforms	13,504	10,437	6,172	11,116	11,041
001-2024-521.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	4,375	-	349	-	-
	<b>Subtotal Operating</b>	<b>\$ 514,077</b>	<b>\$ 638,940</b>	<b>\$ 554,310</b>	<b>\$ 630,813</b>	<b>\$ 630,014</b>
<b>Debt service</b>						
001-2024-521.71-01	Lease Payment/GASB87	-	96,596	116,621	-	-
001-2024-521.71-96	Lease Payment/GASB87	-	-	278,522	-	-
001-2024-521.72-01	Int Payment/GASB87	-	1,432	1,001	-	-
	<b>Subtotal Debt service</b>	<b>\$ -</b>	<b>\$ 98,028</b>	<b>\$ 396,144</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Total \$</b>		<b>\$ 5,911,403</b>	<b>\$ 4,754,479</b>	<b>\$ 3,852,698</b>	<b>\$ 5,056,685</b>	<b>\$ 4,697,108</b>

## ***Police Professional Standards and Community Engagement***

The Division comprising the Professional Standards Section, Community Relations Unit (CRU), School Resource officers (SRO's), Volunteers, 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, and is assisted by a very qualified and dynamic officer who not only processes Internal Affairs 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 non-sworn Volunteer Coordinator. The CRU unit, often in coordination with the Public Information Officer, coordinates the Police Department's participation in over 600 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 24 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 of 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. The 14 School Resource Officers are assigned to assist school administrators and staff, students, parents, and nearby residents in ensuring that the school environment remains safe from crime and disorder. There is now at least one full time Resource Officer in each of the ten public schools in Sanford.

### **Summary**

<b>Expenditures</b>	<b>2022 Actual</b>	<b>2023 Actual</b>	<b>2024 Budget</b>	<b>2025 Budget</b>
Salaries	\$ 1,468,468	\$ 2,403,300	\$ 2,201,685	\$ 3,299,983
Benefits	653,399	1,240,756	1,316,585	1,911,646
Operating	98,293	106,684	136,882	144,642
Supplies	154,048	185,257	168,087	215,448
<b>Total</b>	<b>\$ 2,374,208</b>	<b>\$ 3,935,997</b>	<b>\$ 3,823,239</b>	<b>\$ 5,571,719</b>

<b>Funding Source</b>				
<b>Total</b>	2,374,208	3,935,997	3,823,239	5,571,719
<b>Total</b>	<b>\$ 2,374,208</b>	<b>\$ 3,935,997</b>	<b>\$ 3,823,239</b>	<b>\$ 5,571,719</b>

## *Our Accomplishments in 2023-24*

- ❖ PROFESSIONAL STANDARDS: Please refer to the Annual Report for in-depth detailed information.
- ❖ TRAINING: Every officer received annual firearms 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.

## *Goals and Objectives for 2024-25*

- ❖ 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**

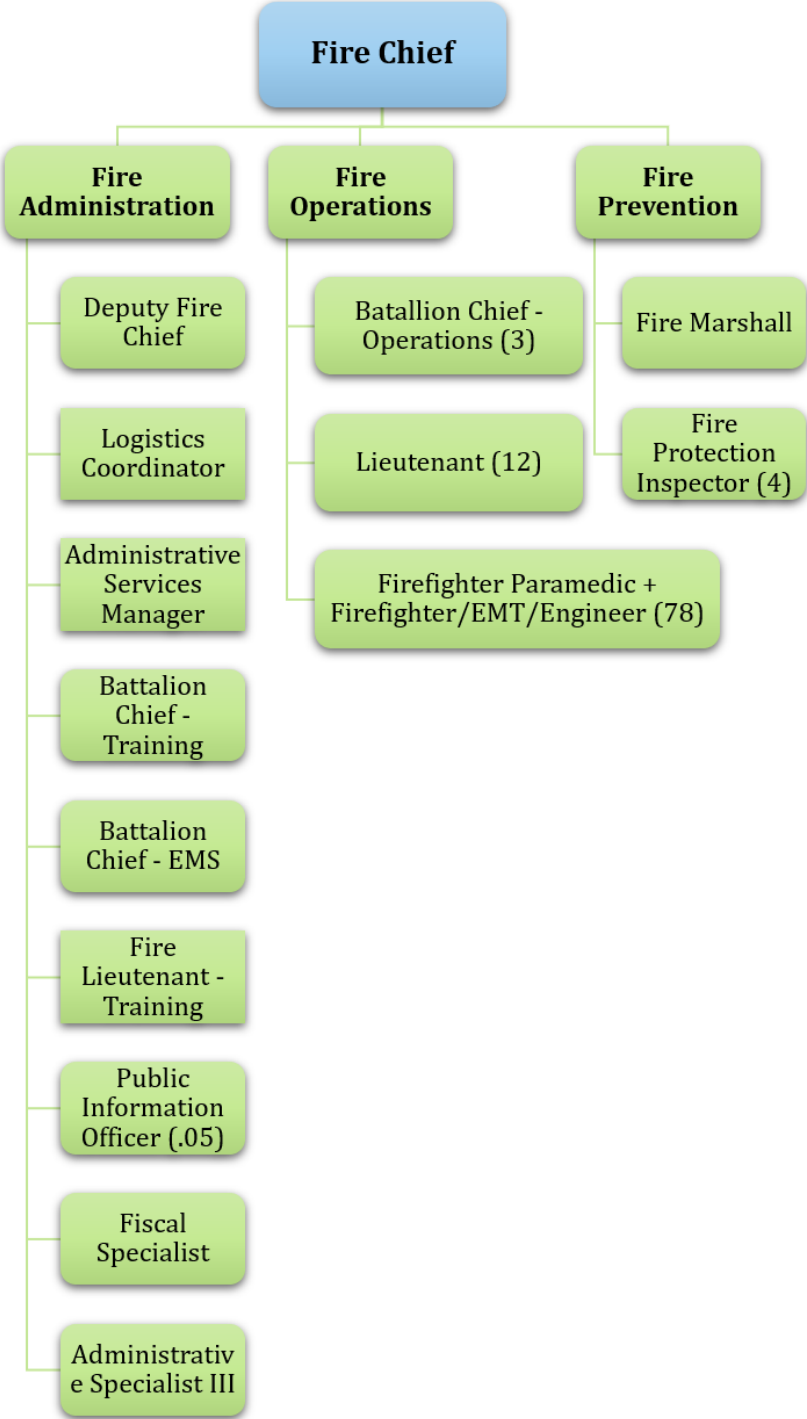
<b>Full Time Equivalents</b>	<b>Funded 2023</b>	<b>Funded 2024</b>	<b>+/-</b>	<b>Funded 2025</b>	<b>Authorized &amp; Unfunded</b>
<b>Police - Professional Standards and Community Engagement (CRU and Training)</b>					
Captain **	1.00	1.00	-	1.00	-
Lieutenant	-	-	1.00	1.00	-
Sergeant	4.00	4.00	-	4.00	-
Officer	24.00	24.00	-	24.00	-
Volunteer Program Coordinator	1.00	1.00	-	1.00	-
<b>Total Full Time Equivalents</b>	<b>30.00</b>	<b>30.00</b>	<b>1.00</b>	<b>31.00</b>	<b>-</b>



## Police Professional Standards and Community Engagement

Account	Description	2021 Actual	2022 Actual	2023 Actual	2024 Budget	2025 Budget
<b>Personnel Services</b>						
001-2034-521.12-00	Regular Salaries & Wages	988,098	1,317,276	2,216,797	2,029,382	3,090,312
001-2034-521.12-02	Regular Salaries - Additional Pays	9,467	12,476	12,104	25,916	20,313
001-2034-521.12-05	Regular Salaries - Incentive Bonus	-	-	-	3,510	4,680
001-2034-521.12-06	Reg Salaries - Opt Out Health Insurance	3,045	3,075	2,900	-	-
001-2034-521.14-00	Overtime	64,629	114,817	137,922	112,125	136,500
001-2034-521.15-00	Special Pay	5,674	9,009	12,934	11,213	18,163
001-2034-521.15-02	Special Pay - Police State Incentive	7,564	11,815	20,643	19,539	30,015
001-2034-521.21-00	FICA/Medicare Taxes	79,811	108,784	177,743	168,476	252,498
001-2034-521.22-01	Retirement Contributions - FRS	133,417	158,599	281,941	334,298	541,535
001-2034-521.22-02	Retirement Contributions - Police Pension	93,367	58,474	173,911	214,127	267,939
001-2034-521.23-00	Medical Insurance	144,821	272,329	517,711	518,183	739,300
001-2034-521.23-02	Medical Insurance - Life & ST Disability	2,400	3,211	4,576	6,243	9,156
001-2034-521.24-00	Worker's Compensation	36,865	51,901	84,874	75,258	101,218
001-2034-521.25-00	Unemployment Compensation	1,047	101	-	-	-
	<b>Subtotal Personnel Services</b>	<b>\$ 1,570,205</b>	<b>\$ 2,121,867</b>	<b>\$ 3,644,056</b>	<b>\$ 3,518,270</b>	<b>\$ 5,211,629</b>
<b>Operating</b>						
001-2034-521.40-00	Travel & Per Diem	5,013	25,503	34,773	14,300	23,914
001-2034-521.41-00	Communications Services	23,487	33,547	20,369	33,548	26,771
001-2034-521.44-00	Rentals & Leases	-	-	6,591	6,500	6,800
001-2034-521.45-02	Insurance - Auto Liability	6,016	7,902	7,589	11,079	9,118
001-2034-521.46-00	Repair & Maintenance Services	17,261	10,703	22,618	16,103	22,604
001-2034-521.47-00	Printing & Binding	-	50	-	1,752	1,000
001-2034-521.48-00	Promotional Activities	89	-	455	15,000	15,000
001-2034-521.49-00	Other Charges/Obligations	4,171	20,588	14,289	38,600	39,435
001-2034-521.51-00	Office Supplies	2,296	1,496	1,152	1,572	1,151
001-2034-521.52-00	Operating Supplies	23,087	34,971	32,671	52,391	43,444
001-2034-521.52-01	Operating Supplies - Gasoline/Diesel/Lubric	22,042	78,263	62,676	78,263	78,263
001-2034-521.52-05	Operating Supplies - Uniforms	3,797	1,145	8,901	6,000	7,379
001-2034-521.54-01	Books/Pubs/Subsc/Memb - Prof Dues	605	3,236	5,236	3,385	7,120
001-2034-521.54-02	Books/Pubs/Subsc/Memb - Conf/Seminar	14,250	20,648	35,138	12,700	5,778
001-2034-521.54-03	Books/Pubs/Subsc/Memb - Subscriptions	96	-	21	2,500	5,110
001-2034-521.54-04	Books/Pubs/Subsc/Memb - School Tuition	25,642	14,289	39,462	11,276	67,203
	<b>Subtotal Operating</b>	<b>\$ 147,852</b>	<b>\$ 252,341</b>	<b>\$ 291,941</b>	<b>\$ 304,969</b>	<b>\$ 360,090</b>
	<b>Total</b>	<b>\$ 1,718,057</b>	<b>\$ 2,374,208</b>	<b>\$ 3,935,997</b>	<b>\$ 3,823,239</b>	<b>\$ 5,571,719</b>

# 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.

### **Values**

The Sanford Fire Department has been providing service to our citizens since 1873. With a total workforce of 107.05 FTEs, 102 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**

<b>Expenditures</b>	<b>2022 Actual</b>	<b>2023 Actual</b>	<b>2024 Budget</b>	<b>2025 Budget</b>
Salaries	\$ 5,661,648	\$ 6,620,409	\$ 7,525,438	\$ 8,352,072
Benefits	3,063,399	3,738,301	4,328,900	4,737,413
Operating	1,121,588	1,283,902	1,239,529	1,397,475
Supplies	607,789	685,880	779,296	796,016
Debt service	1,713	1,711	-	-
<b>Total</b>	<b>\$ 10,456,137</b>	<b>\$ 12,330,203</b>	<b>\$ 13,873,163</b>	<b>\$ 15,282,976</b>

<b>Funding Source</b>				
Total	10,456,137	12,330,203	13,873,163	15,282,976
<b>Total</b>	<b>\$ 10,456,137</b>	<b>\$ 12,330,203</b>	<b>\$ 13,873,163</b>	<b>\$ 15,282,976</b>

**Fire Department as a percentage of General Fund**



***Fire Administration***

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

**Summary**

<b>Expenditures</b>	<b>2022 Actual</b>	<b>2023 Actual</b>	<b>2024 Budget</b>	<b>2025 Budget</b>
Salaries	\$ 645,093	\$ 686,312	\$ 726,638	\$ 1,014,813
Benefits	271,360	346,319	382,693	459,535
Operating	43,608	47,464	52,383	74,643
Supplies	25,214	26,672	30,918	35,303
Debt service	1,236	1,235	-	-
<b>Total \$</b>	<b>986,511</b>	<b>\$ 1,108,002</b>	<b>\$ 1,192,632</b>	<b>\$ 1,584,294</b>

<b>Funding Source</b>				
<b>Total</b>	986,511	1,108,002	1,192,632	1,584,294
<b>Total \$</b>	<b>986,511</b>	<b>\$ 1,108,002</b>	<b>\$ 1,192,632</b>	<b>\$ 1,584,294</b>

### ***Our Accomplishments in 2023-24***

- ❖ Collaborated with professors at the University of Central Florida to submit for a safety and fire prevention grant.
- ❖ Expanded the Community Paramedicine Program with new members.
- ❖ Successfully trained and oriented 17 new firefighters.
- ❖ Trained 22 personnel in ICS 300.
- ❖ Staffed EOC for Idalia.

### ***Goals and Objectives for 2024-25***

- ❖ Break ground on Station 40.
- ❖ Continue to grow the Community paramedicine program.
- ❖ Leadership and company officer development programs.
- ❖ Improve response turnout times.
- ❖ Expand Command Staff.

## Fire - Administration Performance Measures

Activity	Actual 2021-2022	Actual 2022-2023	Expected 2023-2024	Proposed 2024-2025
Cost per call	\$ 688	\$ 692	\$ 700	\$ 715
Unscheduled leave hours	9,398	5,124	5,200	5,200
Unscheduled leave shifts	387	214	216	216
# Social media followers	7,203	7,900	8,000	8,200
Hours of New Recruit Orientation/Training	950	4,080	2,160	2,880
Total Hours of Ongoing Education/Training	22,926	30,484	29,800	29,800
# of community paramedicine visits	217	251	300	340
# of on-going paramedicine patients	20	28	30	35
# paramedicine patient contacts annually	210	275	325	360

## Authorized Positions

Full Time Equivalents	Funded 2023	Funded 2024	+/-	Funded 2025	Authorized & Unfunded
<b>Fire - Administration</b>					
Fire Chief	1.00	1.00	-	1.00	-
Administrative Services Manager	1.00	1.00	-	1.00	-
Deputy Fire Chief	1.00	1.00	-	1.00	-
Lieutenant - Training	-	-	1.00	1.00	-
Battalion Chief - Training	1.00	1.00	-	1.00	-
Logistics Coordinator	-	1.00	-	1.00	-
Battalion Chief - Emergency Medical Services	1.00	1.00	-	1.00	-
Public Information Officer **	0.05	0.05	-	0.05	-
Administrative Specialist III	1.00	1.00	-	1.00	-
Fiscal Specialist	1.00	1.00	-	1.00	-
<b>Total Full Time Equivalents</b>	<b>7.05</b>	<b>8.05</b>	<b>1.00</b>	<b>9.05</b>	<b>-</b>

\*\*Split between funds or departments/divisions

## Fire Administration

Account	Description	2021 Actual	2022 Actual	2023 Actual	2024 Budget	2025 Budget
<b>Personnel Services</b>						
001-3003-522.12-00	Regular Salaries & Wages	569,653	592,923	630,210	675,250	914,782
001-3003-522.12-02	Reg Salaries - Opt Out Health Insurance	-	900	-	-	-
001-3003-522.12-06	Reg Salaries - Opt Out Health Insurance	50	-	-	-	1,167
001-3003-522.14-00	Overtime	2,375	3,010	7,413	3,015	19,450
001-3003-522.15-00	Special Pay	41,953	48,260	48,689	48,373	79,414
001-3003-522.21-00	FICA/Medicare Taxes	45,662	47,964	50,918	55,794	76,649
001-3003-522.22-01	Retirement Contributions - FRS	16,142	24,919	23,964	55,004	35,432
001-3003-522.22-03	Retirement Contributions - Fire Pension	98,869	72,299	109,868	104,251	163,876
001-3003-522.23-00	Medical Insurance	79,370	100,555	132,474	138,690	138,690
001-3003-522.23-02	Medical Insurance - Life & ST Disability	3,972	4,017	4,332	4,558	6,223
001-3003-522.24-00	Worker's Compensation	23,144	21,606	24,763	24,396	38,665
	<b>Subtotal Personnel Services</b>	<b>\$ 881,190</b>	<b>\$ 916,453</b>	<b>\$ 1,032,631</b>	<b>\$ 1,109,331</b>	<b>\$ 1,474,348</b>
<b>Operating</b>						
001-3003-522.31-00	Professional Services	1,640	1,980	1,760	1,920	2,200
001-3003-522.34-00	Other Contractual Services	5,220	5,220	5,460	5,844	6,156
001-3003-522.40-00	Travel & Per Diem	3,039	10,733	11,854	17,758	16,652
001-3003-522.41-00	Communications Services	7,760	7,497	9,281	7,384	9,115
001-3003-522.42-00	Postage & Transportation	8	202	465	150	250
001-3003-522.44-00	Rentals & Leases	1,233	1,220	1,262	1,365	1,300
001-3003-522.44-10	Rentals & Leases/GASB87	-	2,045	(1,235)	-	-
001-3003-522.45-01	Insurance - Operating Liability	491	742	1,000	857	1,151
001-3003-522.45-02	Insurance - Auto Liability	1,221	3,573	3,051	3,803	3,895
001-3003-522.46-00	Repair & Maintenance Services	5,897	4,273	8,321	6,909	19,840
001-3003-522.47-00	Printing & Binding	420	827	974	915	1,050
001-3003-522.49-00	Other Charges/Obligations	1,315	5,296	5,271	5,478	13,034
001-3003-522.51-00	Office Supplies	432	499	1,291	600	1,000
001-3003-522.52-00	Operating Supplies	2,952	4,058	4,536	5,000	10,120
001-3003-522.52-01	Operating Supplies - Gasoline/Diesel/Lubric	6,011	9,990	9,266	10,128	9,088
001-3003-522.52-05	Operating Supplies - Uniforms	1,844	4,681	2,985	3,500	5,000
001-3003-522.54-01	Books/Pubs/Subsc/Memb - Prof Dues	1,095	1,175	1,515	1,160	1,865
001-3003-522.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	2,044	3,997	6,292	3,770	4,190
001-3003-522.54-03	Books/Pubs/Subsc/Memb - Subscriptions	905	814	787	1,217	1,248
001-3003-522.55-00	Training	-	-	-	5,543	2,792
	<b>Subtotal Operating</b>	<b>\$ 43,527</b>	<b>\$ 68,822</b>	<b>\$ 74,136</b>	<b>\$ 83,301</b>	<b>\$ 109,946</b>
<b>Debt service</b>						
001-3003-522.71-01	Lease Payment/GASB87	-	1,161	1,193	-	-
001-3003-522.72-01	Int Payment/GASB87	-	75	42	-	-
	<b>Subtotal Debt service</b>	<b>\$ -</b>	<b>\$ 1,236</b>	<b>\$ 1,235</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Total \$</b>		<b>\$ 924,717</b>	<b>\$ 986,511</b>	<b>\$ 1,108,002</b>	<b>\$ 1,192,632</b>	<b>\$ 1,584,294</b>

## *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 Sanford Fire Department provides and receives assistance throughout the County. The Sanford Fire Department holds an Insurance Services Office rating of 2.

### **Summary**

<b>Expenditures</b>	<b>2022 Actual</b>	<b>2023 Actual</b>	<b>2024 Budget</b>	<b>2025 Budget</b>
Salaries	\$ 4,723,375	\$ 5,582,022	\$ 6,392,353	\$ 6,853,236
Benefits	2,645,742	3,211,930	3,709,931	4,025,361
Operating	1,052,083	1,203,493	1,146,624	1,278,461
Supplies	566,201	644,295	697,610	740,465
<b>Total</b>	<b>\$ 8,987,401</b>	<b>\$ 10,641,740</b>	<b>\$ 11,946,518</b>	<b>\$ 12,897,523</b>

<b>Funding Source</b>				
Total	8,987,401	10,641,740	11,946,518	12,897,523
<b>Total</b>	<b>\$ 8,987,401</b>	<b>\$ 10,641,740</b>	<b>\$ 11,946,518</b>	<b>\$ 12,897,523</b>

### *Our Accomplishments in 2023-24*

- ❖ Trained monthly with several surrounding fire departments on technical rescue disciplines.
- ❖ Supported the Sanford airshow with help from the Medical Coalition in October.
- ❖ Responded to 13,303 emergency calls for service.
- ❖ Transported 5,499 patients to the hospital; a 2% increase over last year.

### *Goals and Objectives for 2024-25*

- ❖ Continue with succession planning with personnel working out of class.
- ❖ Improve response turnout times.
- ❖ Ensure our members are trained to meet the service demands.
- ❖ Grow paramedics in-house with experience.



## Fire - Operations Performance Measures

Activity	Actual 2021-2022	Actual 2022-2023	Expected 2023-2024	Proposed 2024-2025
# Unity Responses	22,724	22,712	22,750	22,800
# of calls inside city	12,277	12,281	13,000	13,500
# of total calls responded to by City units	13,359	13,280	13,500	14,000
-EMS/Rescue/Fire related/Other	7693/162/5504	7734/189/1976	7800/190/2000	7800/190/2000
# of Transports	5,163	5,330	5,500	5,750
# First responder calls outside City	2,630	2,469	2,500	2,500
# of other first responder calls inside City	4,272	4,279	4,300	4,450
% calls with response time 5 minutes or less	41%	42%	38%	36%
- Fire related/EMS/Rescue	38%/41%	40%/42%	40%/38%	40%/36%
% calls as First responder outside City	20%	20%	20%	20%
% calls as First responder inside City	80%	80%	80%	80%
Property Loss	\$ 1,400,000	\$ 1,199,649	\$ 1,400,000	\$ 1,500,000
Civilian Injuries	0	3	0	0
Civilian Deaths	0	0	1	0
Average turnout times	1:39 mins	1:32 mins	1:30 mins	1:30 mins

## Authorized Positions

Full Time Equivalents	Funded 2023	Funded 2024	+/-	Funded 2025	Authorized & Unfunded
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<b>Fire - Operations</b>					
Battalion Chief - Operations	3.00	3.00	-	3.00	-
Lieutenant	12.00	12.00	-	12.00	-
Firefighter/Paramedic & Firefighter EMT/Engineer	60.00	72.00	6.00	78.00	-
<b>Total Full Time Equivalents</b>	<b>75.00</b>	<b>87.00</b>	<b>6.00</b>	<b>93.00</b>	<b>-</b>

## Fire Operations

Account	Description	2021 Actual	2022 Actual	2023 Actual	2024 Budget	2025 Budget
<b>Personnel Services</b>						
001-3001-522.12-00	Regular Salaries & Wages	3,427,023	3,482,918	4,171,889	4,681,174	5,024,566
001-3001-522.12-02	Regular Salaries - Additional Pays	1,003	1,981	1,037	3,439	3,439
001-3001-522.12-06	Reg Salaries - Opt Out Health Insurance	7,607	6,593	7,100	9,336	9,336
001-3001-522.14-00	Overtime	299,461	333,665	393,720	711,355	719,679
001-3001-522.14-02	Overtime - Overtime Garcia	408,172	417,602	463,589	382,072	428,736
001-3001-522.15-00	Special Pay	449,581	480,616	544,687	604,977	667,480
001-3001-522.21-00	FICA/Medicare Taxes	338,413	349,479	413,984	490,713	526,016
001-3001-522.22-01	Retirement Contributions - FRS	287,828	336,996	532,039	834,429	969,706
001-3001-522.22-03	Retirement Contributions - Fire Pension	736,626	679,960	691,775	696,146	702,952
001-3001-522.23-00	Medical Insurance	742,411	949,191	1,268,382	1,355,335	1,458,706
001-3001-522.23-02	Medical Insurance - Life & ST Disability	28,072	28,721	31,799	36,911	39,655
001-3001-522.24-00	Worker's Compensation	265,514	301,395	273,951	296,397	328,326
001-3001-522.25-00	Unemployment Compensation	1,854	-	-	-	-
	<b>Subtotal Personnel Services</b>	<b>\$ 6,993,565</b>	<b>\$ 7,369,117</b>	<b>\$ 8,793,952</b>	<b>\$ 10,102,284</b>	<b>\$ 10,878,597</b>
<b>Operating</b>						
001-3001-522.31-00	Professional Services	30,388	45,878	41,652	43,260	61,050
001-3001-522.34-00	Other Contractual Services	151,178	190,503	211,440	199,459	220,591
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	1,124	6,230	4,955	7,900	8,300
001-3001-522.41-00	Communications Services	44,209	42,693	55,458	45,849	52,931
001-3001-522.42-00	Postage & Transportation	442	601	559	660	500
001-3001-522.43-00	Utility Services	84,180	100,740	111,218	103,750	111,255
001-3001-522.44-00	Rentals & Leases	3,529	3,842	26,217	3,452	3,728
001-3001-522.45-01	Insurance - Operating Liability	60,795	71,587	106,187	100,548	121,971
001-3001-522.45-02	Insurance - Auto Liability	41,246	61,702	56,257	76,471	78,316
001-3001-522.46-00	Repair & Maintenance Services	424,194	457,114	512,416	488,735	540,629
001-3001-522.47-00	Printing & Binding	2,290	947	1,890	2,350	2,350
001-3001-522.48-00	Promotional Activities	-	1,100	594	2,500	2,500
001-3001-522.49-00	Other Charges/Obligations	3,740	3,996	9,500	6,540	9,190
001-3001-522.51-00	Office Supplies	3,069	2,627	4,388	4,000	4,000
001-3001-522.52-00	Operating Supplies	301,364	319,265	390,580	379,500	422,120
001-3001-522.52-01	Operating Supplies - Gasoline/Diesel/Lubric	92,301	152,030	132,448	145,902	129,532
001-3001-522.52-05	Operating Supplies - Uniforms	55,286	16,888	55,276	66,700	75,700
001-3001-522.52-21	Operating Supplies - CPR Class Materials	955	483	448	300	450
001-3001-522.54-01	Books/Pubs/Subsc/Memb - Prof Dues	1,974	300	300	300	300
001-3001-522.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	4,702	3,910	7,207	2,100	2,400
001-3001-522.54-03	Books/Pubs/Subsc/Memb - Subscriptions	15,303	9,715	16,860	500	540
001-3001-522.54-04	Books/Pubs/Subsc/Memb - School Tuition	11,935	60,983	36,788	70,000	71,000
001-3001-522.55-00	Training	-	-	-	28,308	34,423
	<b>Subtotal Operating</b>	<b>\$ 1,399,354</b>	<b>\$ 1,618,284</b>	<b>\$ 1,847,788</b>	<b>\$ 1,844,234</b>	<b>\$ 2,018,926</b>
	<b>Total</b>	<b>\$ 8,392,919</b>	<b>\$ 8,987,401</b>	<b>\$ 10,641,740</b>	<b>\$ 11,946,518</b>	<b>\$ 12,897,523</b>

## *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**

<b>Expenditures</b>	<b>2022 Actual</b>	<b>2023 Actual</b>	<b>2024 Budget</b>	<b>2025 Budget</b>
Salaries	\$ 293,180	\$ 352,075	\$ 406,447	\$ 484,023
Benefits	146,297	180,052	236,276	252,517
Operating	25,897	32,945	40,522	44,371
Supplies	16,374	14,913	50,768	20,248
Debt service	477	476	-	-
Total \$	482,225	\$ 580,461	\$ 734,013	\$ 801,159

<b>Funding Source</b>				
Total	482,225	580,461	734,013	801,159
Total \$	482,225	\$ 580,461	\$ 734,013	\$ 801,159

### *Our Accomplishments in 2023-24*

- ❖ Completed 1,993/2,548 annual business fire inspections.
- ❖ Completed 145/145 State Required business inspections.
- ❖ Hired a fourth full time Fire Inspector.
- ❖ Sent Fire Inspector to complete Juvenile Fire Starter Program.
- ❖ Successfully switched over from Firehouse software to Mobile Eyes.

### *Goals and Objectives for 2024-25*

- ❖ Complete all annual business fire inspections.
- ❖ Bring on more Firefighters to assist with Fire Prevention inspections part-time.
- ❖ Make community more aware of and prepared for hazards.

## Fire - Prevention Performance Measures

Activity	Actual 2021-2022	Actual 2022-2023	Expected 2023-2024	Proposed 2024-2025
Occupational Licenses	205	176	215	230
Annual Inspections Completed/Total Businesses	1,413/2,654	1,392/2,507	2,000/2,750	2,700/2,800
Reinspections	742	1,359	1,400	1,500
Investigations	45	47	55	60
New construction inspections	496	518	600	600
Plans Review	1,951	1,502	1,500	1,500
Certificate Review/CO	55	79	60	60
Public Education Events/Attendees	45/N/A	42/5,500	60/6,000	60/6,000
Smoke alarms insalled	608	235	150	150
Car Seats inspected	35	31	40	40

## Authorized Positions

Full Time Equivalents	Funded 2023	Funded 2024	+/-	Funded 2025	Authorized & Unfunded
<b>Fire - Prevention</b>					
Fire Marshall	1.00	1.00	-	1.00	-
Fire Protection Inspector	3.00	4.00	-	4.00	-
<b>Total Full Time Equivalents</b>	<b>4.00</b>	<b>5.00</b>	-	<b>5.00</b>	-

## Fire Prevention

Account	Description	2021 Actual	2022 Actual	2023 Actual	2024 Budget	2025 Budget
<b>Personnel Services</b>						
001-3002-522.12-00	Regular Salaries & Wages	286,440	273,754	320,891	375,598	437,615
001-3002-522.12-02	Regular Salaries - Additional Pays	-	541	-	-	-
001-3002-522.12-06	Reg Salaries - Opt Out Health Insurance	1,200	1,200	1,200	1,167	1,167
001-3002-522.14-00	Overtime	7,526	10,573	19,803	20,423	19,450
001-3002-522.15-00	Special Pay	2,759	7,112	10,181	9,259	25,791
001-3002-522.21-00	FICA/Medicare Taxes	21,247	20,833	25,267	31,203	37,160
001-3002-522.22-01	Retirement Contributions - FRS	12,851	14,032	17,901	61,316	57,569
001-3002-522.22-03	Retirement Contributions - Fire Pension	49,601	50,869	56,439	53,656	62,951
001-3002-522.23-00	Medical Insurance	33,732	44,186	61,478	68,914	68,914
001-3002-522.23-02	Medical Insurance - Life & ST Disability	1,707	1,856	2,139	2,446	2,902
001-3002-522.24-00	Worker's Compensation	13,395	14,521	16,828	18,741	23,021
	<b>Subtotal Personnel Services</b>	<b>\$ 430,458</b>	<b>\$ 439,477</b>	<b>\$ 532,127</b>	<b>\$ 642,723</b>	<b>\$ 736,540</b>
<b>Operating</b>						
001-3002-522.31-00	Professional Services	1,640	1,905	1,760	2,400	2,750
001-3002-522.40-00	Travel & Per Diem	566	-	64	1,300	1,700
001-3002-522.41-00	Communications Services	5,224	5,285	5,507	5,548	7,950
001-3002-522.42-00	Postage & Transportation	43	1	2	20	20
001-3002-522.44-00	Rentals & Leases	484	471	575	545	625
001-3002-522.44-10	Rentals & Leases/GASB87	-	789	(477)	-	-
001-3002-522.45-01	Insurance - Operating Liability	752	849	1,144	981	1,562
001-3002-522.45-02	Insurance - Auto Liability	1,401	3,240	2,767	3,449	3,532
001-3002-522.46-00	Repair & Maintenance Services	9,452	10,095	17,556	22,208	22,032
001-3002-522.47-00	Printing & Binding	1,072	913	1,435	1,175	1,200
001-3002-522.48-00	Promotional Activities	1,622	2,349	2,492	2,796	2,900
001-3002-522.49-00	Other Charges/Obligations	662	-	120	100	100
001-3002-522.51-00	Office Supplies	41	-	18	50	50
001-3002-522.52-00	Operating Supplies	1,309	2,779	936	29,770	2,000
	Operating Supplies - Gasoline/Diesel/Lubric	6,080	9,947	9,375	12,225	10,240
001-3002-522.52-05	Operating Supplies - Uniforms	2,000	1,105	915	4,500	3,000
001-3002-522.54-01	Books/Pubs/Subsc/Memb - Prof Dues	125	125	183	483	468
001-3002-522.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	470	678	1,133	900	975
001-3002-522.54-03	Books/Pubs/Subsc/Memb - Subscriptions	2,326	1,740	2,353	2,360	2,665
001-3002-522.55-00	Training	-	-	-	480	850
	<b>Subtotal Operating</b>	<b>\$ 35,269</b>	<b>\$ 42,271</b>	<b>\$ 47,858</b>	<b>\$ 91,290</b>	<b>\$ 64,619</b>
<b>Debt service</b>						
001-3002-522.71-01	Lease Payment/GASB87	-	448	460	-	-
001-3002-522.72-01	Int Payment/GASB87	-	29	16	-	-
	<b>Subtotal Debt service</b>	<b>\$ -</b>	<b>\$ 477</b>	<b>\$ 476</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Total \$</b>		<b>465,727</b>	<b>\$ 482,225</b>	<b>\$ 580,461</b>	<b>\$ 734,013</b>	<b>\$ 801,159</b>

# PUBLIC WORKS DEPARTMENT



# Public Works Department

## Mission Statement

The Public Works and Utilities Department enhances the quality of life of our customers and visitors by providing exceptional public services through our knowledgeable and dedicated staff.

## 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	2022 Actual	2023 Actual	2024 Budget	2025 Budget
Salaries	\$ 1,614,239	\$ 1,734,912	\$ 2,120,927	\$ 2,324,309
Benefits	823,182	968,460	1,122,246	1,211,679
Operating	929,657	1,985,836	1,137,789	1,425,326
Supplies	185,226	192,757	238,680	242,134
Debt service	16,015	22,906	-	-
<b>Total</b>	<b>\$ 3,568,319</b>	<b>\$ 4,904,871</b>	<b>\$ 4,619,642</b>	<b>\$ 5,203,448</b>

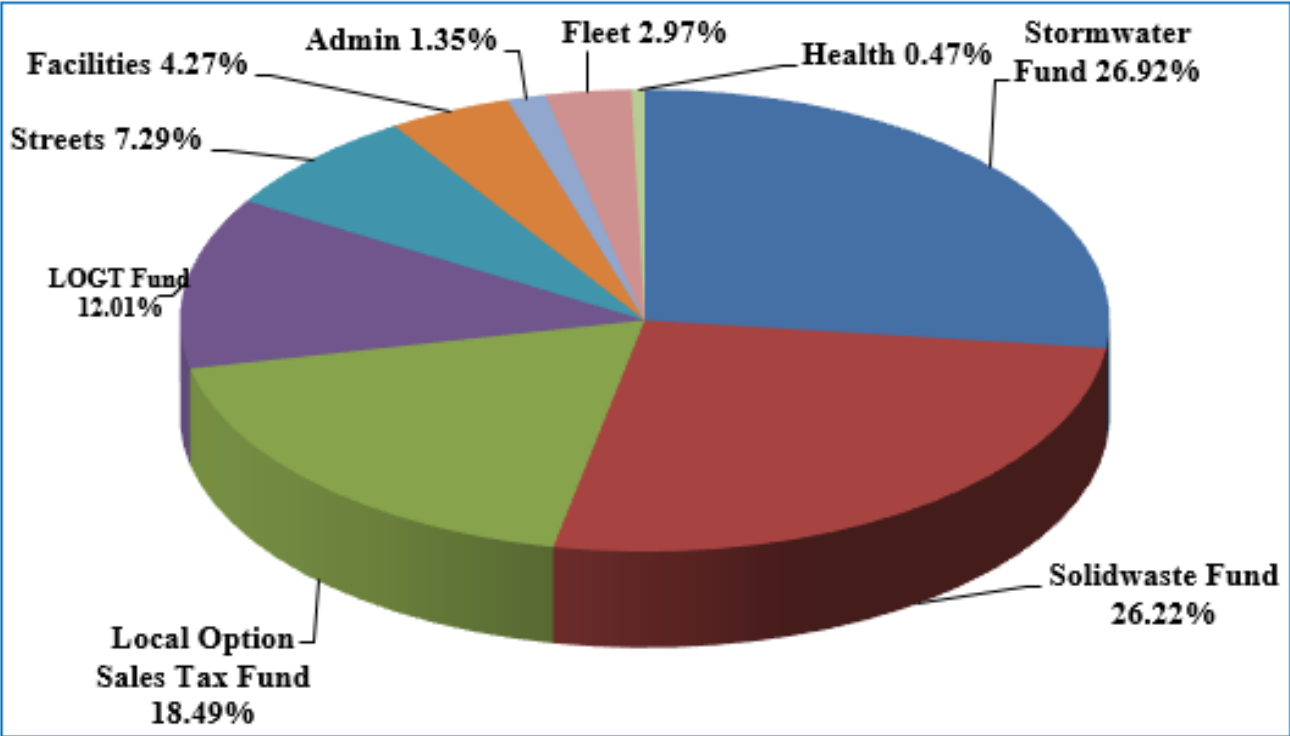
Funding Source				
Total	3,568,319	4,904,871	4,619,642	5,203,448
<b>Total</b>	<b>\$ 3,568,319</b>	<b>\$ 4,904,871</b>	<b>\$ 4,619,642</b>	<b>\$ 5,203,448</b>

### Public Works Department as a percentage of General Fund



**FY 2025 Public Works Division Totals**

<b>Stormwater</b>	<b>\$ 8,565,829</b>
<b>Solid Waste</b>	<b>8,342,745</b>
<b>3rd Gen Sales Tax</b>	<b>5,882,145</b>
<b>LOGT</b>	<b>3,819,570</b>
<b>Streets</b>	<b>2,320,211</b>
<b>Facilities</b>	<b>1,358,917</b>
<b>Admin</b>	<b>430,337</b>
<b>Fleet</b>	<b>945,227</b>
<b>Health</b>	<b>148,756</b>
<b>Total \$</b>	<b><u>31,813,737</u></b>





## *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

<b>Expenditures</b>	<b>2022 Actual</b>	<b>2023 Actual</b>	<b>2024 Budget</b>	<b>2025 Budget</b>
Salaries	\$ 205,044	\$ 172,984	\$ 244,384	\$ 260,621
Benefits	92,274	88,631	130,174	107,854
Operating	67,036	37,873	42,882	47,662
Supplies	9,929	11,619	14,395	14,200
Debt service	772	772	-	-
Total \$	375,055	\$ 311,879	\$ 431,835	\$ 430,337

<b>Funding Source</b>				
Total	375,055	311,879	431,835	430,337
Total \$	375,055	\$ 311,879	\$ 431,835	\$ 430,337

### *Our Accomplishments in 2023-24*

- ❖ Georgetown Roadway & Drainage Project Phase 1 - Started Construction.
- ❖ Completed Myrtle Avenue Streetscape Project.
- ❖ Completed Plans for Aero Lane & 5th Street Improvements.
- ❖ Completed Plans for Mellonville/Washington/ Randolph Drainage Project.
- ❖ Constructed New Public Restroom at Marina.

### *Goals and Objectives for 2024-25*

- ❖ Complete Aero Lane & 5th Street Improvements.
- ❖ Complete Mellonville/Washington/ Randolph Drainage Project.
- ❖ Complete 20 Year Master Drainage Plan for City.
- ❖ Complete & occupy new Fulton Street Operations & Emergency Response Facility.
- ❖ Complete Mayfair Area Drainage Improvements.

## Public Works - Administration Performance Measures

Activity	Actual 2021-2022	Actual 2022-2023	Expected 2023-2024	Proposed 2024-2025
Amount of CIP's Managed	9	15	9	12
Resurfacing Costs	\$ 1,200,000	\$ 1,900,000	\$ 3,598,000	\$ 6,800,000
Sidewalk Costs - Repairs & New	\$ 300,000	\$ 250,000	\$ 200,000	\$ 300,000
Traffic Calming Costs	\$ 40,000	\$ 25,000	\$ 25,000	\$ 100,000
Lane Miles within the City	328	328	328	328
Capital Projects Managed - Design Phase	4	13	14	10
Capital Projects Managed - Construction	5	5	5	5
Miles of Roads Resurfaced (Lane Miles)	10.3	12	19	25
LF Sidewalk New	7,500	4,000	2,500	2,500
LF Sidewalk Repair/Replaced	5,000	6,000	7,500	7,500
Curb Ramps Installed/Replaced	15	15	15	15
Traffic Calming Devices Installed	20	10	12	15
Locates Performed	1,100	1,200	1,400	1,450
Inspections Performed (Driveways, C.O.'s, etc)	222	245	250	300

## Authorized Positions

Full Time Equivalents	Funded 2023	Funded 2024	+/-	Funded 2025	Authorized & Unfunded
<b>Public Works - Administration</b>					
Public Works Director **	0.35	0.35	-	0.35	-
Administrative Services Manager	-	0.40	-	0.40	-
Public Works Engineer	-	0.50	(0.50)	-	-
Public Works Manager	1.00	-	0.40	0.40	-
Administrative Coordinator	1.00	1.00	-	1.00	-
Administrative Specialist II	1.00	1.00	-	1.00	-
Fiscal Specialist	-	-	-	-	1.00
<b>Total Full Time Equivalents</b>	<b>3.35</b>	<b>3.25</b>	<b>(0.10)</b>	<b>3.15</b>	<b>1.00</b>

\*\*Split between funds or departments/divisions

## Public Works Administration

Account	Description	2021 Actual	2022 Actual	2023 Actual	2024 Budget	2025 Budget
<b>Personnel Services</b>						
001-4001-539.12-00	Regular Salaries & Wages	198,699	195,765	157,715	227,424	246,407
001-4001-539.12-02	Regular Salaries - Additional Pays	1,617	4,554	3,083	1,320	822
001-4001-539.12-06	Reg Salaries - Opt Out Health Insurance	420	420	175	-	1,173
001-4001-539.14-00	Overtime	2,218	4,305	12,011	15,640	12,219
001-4001-539.21-00	FICA/Medicare Taxes	14,541	14,551	12,167	18,761	20,009
001-4001-539.22-01	Retirement Contributions - FRS	29,777	32,697	27,584	54,438	49,665
001-4001-539.23-00	Medical Insurance	32,118	40,388	46,104	47,665	29,190
001-4001-539.23-02	Medical Insurance - Life & ST Disability	1,284	1,339	994	1,450	1,564
001-4001-539.24-00	Worker's Compensation	3,259	3,299	1,782	7,860	7,426
	<b>Subtotal Personnel Services</b>	<b>\$ 283,933</b>	<b>\$ 297,318</b>	<b>\$ 261,615</b>	<b>\$ 374,558</b>	<b>\$ 368,475</b>
<b>Operating</b>						
001-4001-539.31-00	Other Contractual Services	7,058	32,700	875	4,000	2,000
001-4001-539.34-00	Other Contractual Services	-	-	-	-	2,000
001-4001-539.40-00	Travel & Per Diem	-	2,873	3,924	5,000	5,000
001-4001-539.41-00	Communications Services	4,747	4,334	3,678	4,385	3,786
001-4001-539.42-00	Postage & Transportation	476	318	331	300	325
001-4001-539.44-00	Rentals & Leases	776	762	842	775	850
001-4001-539.44-10	Rentals & Leases/GASB87	-	1,278	(772)	-	-
001-4001-539.45-01	Insurance - Operating Liability	13,444	16,401	21,710	17,837	23,665
001-4001-539.45-02	Insurance - Auto Liability	775	1,748	1,493	1,861	1,905
001-4001-539.46-00	Repair & Maintenance Services	4,628	3,663	791	4,434	2,666
001-4001-539.47-00	Printing & Binding	1,186	1,206	1,615	1,575	1,450
001-4001-539.49-00	Other Charges/Obligations	9,776	1,753	3,386	2,715	4,015
001-4001-539.51-00	Office Supplies	925	964	623	1,100	800
001-4001-539.52-00	Operating Supplies	4,212	984	1,576	2,700	2,200
001-4001-539.52-01	Operating Supplies - Gasoline/Diesel/Lubric	3,938	4,533	5,380	4,000	4,750
001-4001-539.52-05	Operating Supplies - Uniforms	187	457	508	500	1,400
001-4001-539.54-01	Books/Pubs/Subsc/Memb - Prof Dues	1,239	1,215	1,550	1,095	1,560
001-4001-539.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	2,337	1,759	1,934	4,300	2,390
001-4001-539.55-00	Training	-	17	48	700	1,100
	<b>Subtotal Operating</b>	<b>\$ 55,704</b>	<b>\$ 76,965</b>	<b>\$ 49,492</b>	<b>\$ 57,277</b>	<b>\$ 61,862</b>
<b>Debt service</b>						
001-4001-539.71-01	Lease Payment/GASB87	-	725	745	-	-
001-4001-539.72-01	Int Payment/GASB87	-	47	27	-	-
	<b>Subtotal Debt service</b>	<b>\$ -</b>	<b>\$ 772</b>	<b>\$ 772</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Total</b>		<b>\$ 339,637</b>	<b>\$ 375,055</b>	<b>\$ 311,879</b>	<b>\$ 431,835</b>	<b>\$ 430,337</b>

## 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	2022 Actual	2023 Actual	2024 Budget	2025 Budget
Salaries	\$ -	\$ 651	\$ 5,753	\$ 5,699
Benefits	-	395	1,388	1,382
Operating	95,935	118,875	122,700	134,590
Supplies	57	2,206	7,770	7,085
Total \$	95,992	\$ 122,127	\$ 137,611	\$ 148,756

Funding Source				
Total	95,992	122,127	137,611	148,756
Total \$	95,992	\$ 122,127	\$ 137,611	\$ 148,756

### *Our Accomplishments in 2023-24*

- ❖ Fogged for midges when the need arose.
- ❖ Continued to educate staff on materials, new species of insects & applications.
- ❖ Oversaw spray contract.

### *Goals and Objectives for 2024-25*

- ❖ Bid out midge larvicide treatment.
- ❖ 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.
- ❖ Certify another staff member in the DODD short course for mosquito and midge control.

## Public Health

Account	Description	2021 Actual	2022 Actual	2023 Actual	2024 Budget	2025 Budget
<b>Personnel Services</b>						
001-4041-562.12-00	Regular Salaries & Wages	85	-	-	-	-
001-4041-562.12-02	Regular Salaries - Additional Pays	57	-	-	5,753	5,699
001-4041-562.14-00	Overtime	-	-	651	-	-
001-4041-562.21-00	FICA/Medicare Taxes	10	-	48	441	436
001-4041-562.22-01	Retirement Contributions - FRS	15	-	81	814	807
001-4041-562.23-00	Medical Insurance	35	-	213	-	-
001-4041-562.23-02	Medical Insurance - Life & ST Disability	1	-	4	-	-
001-4041-562.24-00	Worker's Compensation	3	-	49	133	139
	<b>Subtotal Personnel Services</b>	<b>\$ 206</b>	<b>\$ -</b>	<b>\$ 1,046</b>	<b>\$ 7,141</b>	<b>\$ 7,081</b>
<b>Operating</b>						
001-4041-562.34-00	Other Contractual Services	115,000	92,000	115,000	115,000	130,000
001-4041-562.40-00	Travel & Per Diem	-	701	1,237	4,070	1,300
001-4041-562.45-01	Insurance - Operating Liability	1,524	1,577	2,124	1,821	2,473
001-4041-562.45-02	Insurance - Auto Liability	225	291	248	309	317
001-4041-562.46-00	Repair & Maintenance Services	678	1,366	266	1,500	500
001-4041-562.51-00	Office Supplies	77	40	37	100	100
001-4041-562.52-00	Operating Supplies	1,599	-	1,616	6,500	6,500
001-4041-562.52-01	Operating Supplies - Gasoline/Diesel/Lubric	38	17	168	100	100
001-4041-562.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	-	-	385	1,070	385
	<b>Subtotal Operating</b>	<b>\$ 119,141</b>	<b>\$ 95,992</b>	<b>\$ 121,081</b>	<b>\$ 130,470</b>	<b>\$ 141,675</b>
	<b>Total</b>	<b>\$ 119,347</b>	<b>\$ 95,992</b>	<b>\$ 122,127</b>	<b>\$ 137,611</b>	<b>\$ 148,756</b>

## ***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**

<b>Expenditures</b>	<b>2022 Actual</b>	<b>2023 Actual</b>	<b>2024 Budget</b>	<b>2025 Budget</b>
Salaries	\$ 360,687	\$ 403,538	\$ 473,231	\$ 553,414
Benefits	169,456	223,168	262,141	273,956
Operating	51,067	71,821	61,839	80,343
Supplies	23,982	27,844	37,531	37,514
Debt service	382	382	-	-
<b>Total \$</b>	<b>605,574</b>	<b>\$ 726,753</b>	<b>\$ 834,742</b>	<b>\$ 945,227</b>

<b>Funding Source</b>				
Total	605,574	726,753	834,742	945,227
<b>Total \$</b>	<b>605,574</b>	<b>\$ 726,753</b>	<b>\$ 834,742</b>	<b>\$ 945,227</b>

### ***Our Accomplishments in 2023-24***

- ❖ Fully outfitted primary Service Truck for Road Service/After-Hours calls for repairs on City-Owned Fleet.
- ❖ Developed and proposed ASE Incentive Program
- ❖ Developed and Launched new Preventative Maintenance Schedule for City Trailers.
- ❖ Integrated JPRO Commercial Vehicle Diagnostics tool into shop operations, greatly expanding out in-house ability to diagnose and repair Commercial Vehicles.
- ❖ Maintained 100% customer satisfaction when interacting with City drivers & operators.

### ***Goals and Objectives for 2024-25***

- ❖ Implement a city-wide fleet telematics solution to better maintain the City's Fleet.
- ❖ Launch Ford Integrated Diagnostic System (IDS) and train staff to perform diagnostics as per Certified Ford Training.
- ❖ Transform Parts Dept. Inventory Management by integrating parts scanner with Lucity Warehouse Module.
- ❖ Aid Fleet Staff in studying and testing for Automotive Service Excellence (ASE) Certifications.
- ❖ Maintain 100% customer satisfaction when interacting with City drivers/operators.

## PUBLIC WORKS - FLEET

### Performance Measures

Activity	Actual 2021-2022	Actual 2022-2023	Expected 2023-2024	Proposed 2024-2025
# Pieces of Rolling Stock	575	580	590	595
# "Services" or Work Orders Completed	2,716	2,162	2,074	2,174
# Preventative Maintenance Services	1,126	800	860	900
# Repairs Other	1,125	1,362	1,324	1,365
Mechanic Productivity Rate	N/A	70%	83%	90%
% Repairs Returned	2	2	2	2
Hourly Labor Rate	18.5	23.8	24.7	25.9
Average Hourly Rate - Private Shops	120	130	150	160
Work Orders to Mechanic Ratio	200	426	300	350

### Authorized Positions

Full Time Equivalents	Funded 2023	Funded 2024	+/-	Funded 2025	Authorized & Unfunded
<b>Public Works - Fleet Maintenance</b>					
Fleet Maintenance Superintendent	1.00	1.00	-	1.00	-
Garage Foreman	1.00	1.00	-	1.00	-
Mechanic I, II, III	5.00	5.00	-	5.00	-
Lead Parts Technician	1.00	1.00	-	1.00	-
Inventory & Parts Technician	1.00	1.00	-	1.00	-
<b>Total Full Time Equivalents</b>	<b>9.00</b>	<b>9.00</b>	-	<b>9.00</b>	-

## Fleet Maintenance

Account	Description	2021 Actual	2022 Actual	2023 Actual	2024 Budget	2025 Budget
<b>Personnel Services</b>						
001-4042-539.12-00	Regular Salaries & Wages	335,367	357,135	392,572	464,433	545,202
001-4042-539.12-02	Regular Salaries - Additional Pays	1,920	-	8,035	5,279	5,279
001-4042-539.12-06	Reg Salaries - Opt Out Health Insurance	900	1,200	1,200	1,173	1,173
001-4042-539.14-00	Overtime	1,187	2,352	1,731	2,346	1,760
001-4042-539.21-00	FICA/Medicare Taxes	24,245	26,414	29,685	28,556	42,494
001-4042-539.22-01	Retirement Contributions - FRS	34,474	38,235	47,245	78,325	77,391
001-4042-539.23-00	Medical Insurance	73,107	92,291	131,502	138,537	138,537
001-4042-539.23-02	Medical Insurance - Life & ST Disability	2,174	2,179	2,563	3,032	3,548
001-4042-539.24-00	Worker's Compensation	10,479	10,337	12,173	13,691	11,986
	<b>Subtotal Personnel Services</b>	<b>\$ 483,853</b>	<b>\$ 530,143</b>	<b>\$ 626,706</b>	<b>\$ 735,372</b>	<b>\$ 827,370</b>
<b>Operating</b>						
001-4042-539.34-00	Other Contractual Services	588	588	-	-	-
001-4042-539.40-00	Travel & Per Diem	-	40	2,170	300	5,000
001-4042-539.41-00	Communications Services	2,628	2,737	2,682	2,850	2,790
001-4042-539.42-00	Postage & Transportation	-	-	1	10	10
001-4042-539.43-00	Utility Services	6,184	7,024	7,051	7,200	8,000
001-4042-539.44-00	Rentals & Leases	391	582	348	1,800	1,135
001-4042-539.44-10	Rentals & Leases/GASB87	-	633	(383)	-	-
001-4042-539.45-01	Insurance - Operating Liability	1,984	2,053	2,232	3,262	4,884
001-4042-539.45-02	Insurance - Auto Liability	2,021	2,614	3,415	2,782	2,849
001-4042-539.46-00	Repair & Maintenance Services	26,722	29,462	31,394	28,300	40,125
001-4042-539.47-00	Printing & Binding	968	381	943	175	250
001-4042-539.49-00	Other Charges/Obligations	3,603	4,953	21,968	15,160	15,300
001-4042-539.51-00	Office Supplies	903	995	685	1,000	1,000
001-4042-539.52-00	Operating Supplies	6,775	11,233	11,206	17,986	16,400
001-4042-539.52-01	Operating Supplies - Gasoline/Diesel/Lubric	5,061	8,453	8,514	6,400	8,500
001-4042-539.52-05	Operating Supplies - Uniforms	2,242	2,474	2,558	2,925	4,050
001-4042-539.54-01	Books/Pubs/Subsc/Memb - Prof Dues	190	245	50	445	794
001-4042-539.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	811	129	1,184	450	1,250
001-4042-539.54-03	Books/Pubs/Subsc/Memb - Subscriptions	-	362	2,409	4,600	-
001-4042-539.55-00	Training	-	91	1,238	3,725	5,520
	<b>Subtotal Operating</b>	<b>\$ 61,071</b>	<b>\$ 75,049</b>	<b>\$ 99,665</b>	<b>\$ 99,370</b>	<b>\$ 117,857</b>
<b>Debt service</b>						
001-4042-539.71-01	Lease Payment/GASB87	-	359	369	-	-
001-4042-539.72-01	Int Payment/GASB87	-	23	13	-	-
	<b>Subtotal Debt service</b>	<b>\$ -</b>	<b>\$ 382</b>	<b>\$ 382</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Total</b>		<b>\$ 544,924</b>	<b>\$ 605,574</b>	<b>\$ 726,753</b>	<b>\$ 834,742</b>	<b>\$ 945,227</b>



## ***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, mail delivery, and street lighting maintenance.

### **Summary**

<b>Expenditures</b>	<b>2022 Actual</b>	<b>2023 Actual</b>	<b>2024 Budget</b>	<b>2025 Budget</b>
Salaries	\$ 372,347	\$ 443,966	\$ 510,684	\$ 552,104
Benefits	200,560	265,120	291,806	294,920
Operating	421,985	488,024	428,483	452,938
Supplies	51,013	56,251	57,830	58,955
Debt service	382	382	-	-
<b>Total \$</b>	<b>1,046,287</b>	<b>\$ 1,253,743</b>	<b>\$ 1,288,803</b>	<b>\$ 1,358,917</b>

<b>Funding Source</b>				
Total	1,046,287	1,253,743	1,288,803	1,358,917
<b>Total \$</b>	<b>1,046,287</b>	<b>\$ 1,253,743</b>	<b>\$ 1,288,803</b>	<b>\$ 1,358,917</b>

### ***Our Accomplishments in 2023-24***

- ❖ Assisted the IT department with installing new security cameras at the PSC.
- ❖ Replaced 45 LED post light heads on Historic Goldsboro and William Clark.
- ❖ Installed, removed, and maintained the holiday decorations.
- ❖ Repainted Utilities customer service, City Clerk, and Community Relations.

### ***Goals and Objectives for 2024-25***

- ❖ Update fire alarm system at City Hall.
- ❖ Continue working with FPL on installing new streetlights around the City
- ❖ Replace two electric cabinets on Seminole BLVD.
- ❖ Assist in the installation of new security gates at the PWC.
- ❖ Continue ADA improvements at City Buildings.

## PUBLIC WORKS - FACILITIES MAINTENANCE

### Performance Measures

Activity	Actual 2021-2022	Actual 2022-2023	Expected 2023-2024	Proposed 2024-2025
Total Square Footage Maintained	310,318	310,318	310,318	310,318
# Work Orders Completed	443	50	125	600
Total # Repairs	317	50	67	400
Total # Emergencies	3	-	8	25
Total # Other	126	N/A	50	175
% Non Emergency Work Orders Completed within (5) days of request	80%	N/A	95%	100%
% Emergency Repairs Completed within 24 Hours	100%	100%	100%	100%

### Authorized Positions

Full Time Equivalents	Funded 2023	Funded 2024	+/-	Funded 2025	Authorized & Unfunded
<b>Public Works - Facilities Maintenance</b>					
Public Works Maintenance Superintendent	1.00	1.00	-	1.00	-
Electrical Technician	2.00	2.00	-	2.00	-
Trades Maintenance Technician II	2.00	2.00	-	2.00	1.00
Trades Maintenance Technician I	1.00	1.00	-	1.00	1.00
Crew Leader	1.00	1.00	-	1.00	-
Custodial Worker II	1.00	1.00	-	1.00	-
Custodial Worker I	1.00	1.00	-	1.00	-
<b>Total Full Time Equivalents</b>	<b>9.00</b>	<b>9.00</b>	<b>-</b>	<b>9.00</b>	<b>2.00</b>

## Facilities Maintenance

Account	Description	2021 Actual	2022 Actual	2023 Actual	2024 Budget	2025 Budget
<b>Personnel Services</b>						
001-4046-539.12-00	Regular Salaries & Wages	368,127	357,181	422,122	487,224	526,689
001-4046-539.12-02	Reg Salaries - Opt Out Health Insurance	612	1,937	151	-	-
001-4046-539.14-00	Overtime	9,412	13,229	21,693	23,460	25,415
001-4046-539.21-00	FICA/Medicare Taxes	27,579	26,463	31,947	30,601	42,386
001-4046-539.22-01	Retirement Contributions - FRS	41,795	41,407	53,826	85,685	78,119
001-4046-539.23-00	Medical Insurance	80,456	110,535	155,767	150,110	150,110
001-4046-539.23-02	Medical Insurance - Life & ST Disability	1,998	2,300	2,737	3,144	3,385
001-4046-539.24-00	Worker's Compensation	13,175	17,136	20,843	22,266	20,920
001-4046-539.25-00	Unemployment Compensation	-	2,719	-	-	-
	<b>Subtotal Personnel Services</b>	<b>\$ 543,154</b>	<b>\$ 572,907</b>	<b>\$ 709,086</b>	<b>\$ 802,490</b>	<b>\$ 847,024</b>
<b>Operating</b>						
001-4046-539.34-00	Other Contractual Services	20,685	13,407	12,700	25,700	25,000
001-4046-539.41-00	Communications Services	6,994	8,365	10,806	9,200	10,950
001-4046-539.42-00	Postage & Transportation	-	223	13	100	25
001-4046-539.43-00	Utility Services	158,979	201,930	205,686	211,625	211,510
001-4046-539.44-00	Rentals & Leases	391	2,836	594	1,515	1,500
001-4046-539.44-10	Rentals & Leases/GASB87	-	633	(383)	-	-
001-4046-539.45-01	Insurance - Operating Liability	24,920	25,790	35,137	17,146	22,969
001-4046-539.45-02	Insurance - Auto Liability	3,786	4,897	4,182	4,717	4,251
001-4046-539.46-00	Repair & Maintenance Services	78,029	137,572	188,945	128,000	146,133
001-4046-539.47-00	Printing & Binding	253	265	383	270	300
001-4046-539.48-00	Promotional Activities	14,654	25,506	27,142	29,000	28,000
001-4046-539.49-00	Other Charges/Obligations	477	561	2,819	1,210	2,300
001-4046-539.51-00	Office Supplies	252	403	498	500	500
001-4046-539.52-00	Operating Supplies	19,946	28,980	30,772	32,000	30,000
001-4046-539.52-01	Operating Supplies - Gasoline/Diesel/Lubric	7,575	18,407	17,939	15,000	17,500
001-4046-539.52-05	Operating Supplies - Uniforms	1,578	1,661	1,887	2,925	4,050
001-4046-539.54-01	Books/Pubs/Subsc/Memb - Prof Dues	-	112	50	595	55
001-4046-539.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	-	1,387	1,110	400	250
001-4046-539.55-00	Training	-	63	3,995	6,410	6,600
	<b>Subtotal Operating</b>	<b>\$ 338,519</b>	<b>\$ 472,998</b>	<b>\$ 544,275</b>	<b>\$ 486,313</b>	<b>\$ 511,893</b>
<b>Capital</b>						
001-4046-539.63-00	Improve Other Than Building	47,726	-	-	-	-
	<b>Subtotal Capital</b>	<b>\$ 47,726</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Debt service</b>						
001-4046-539.71-01	Lease Payment/GASB87	-	359	369	-	-
001-4046-539.72-01	Int Payment/GASB87	-	23	13	-	-
	<b>Subtotal Debt service</b>	<b>\$ -</b>	<b>\$ 382</b>	<b>\$ 382</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Total</b>		<b>\$ 929,399</b>	<b>\$ 1,046,287</b>	<b>\$ 1,253,743</b>	<b>\$ 1,288,803</b>	<b>\$ 1,358,917</b>

## Streets

Funding for roads are included in the General Fund and two Special Revenue funds the Local Option Gas Tax Fund and the 9th Cent Fuel 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	2022 Actual	2023 Actual	2024 Budget	2025 Budget
Salaries	\$ 676,161	\$ 713,773	\$ 886,875	\$ 952,471
Benefits	360,892	391,146	436,737	533,567
Operating	293,634	1,269,243	481,885	709,793
Supplies	100,245	94,837	121,154	124,380
Debt service	14,479	21,370	-	-
<b>Total</b>	<b>\$ 1,445,411</b>	<b>\$ 2,490,369</b>	<b>\$ 1,926,651</b>	<b>\$ 2,320,211</b>

Funding Source				
Total	1,445,411	2,490,369	1,926,651	2,320,211
<b>Total</b>	<b>\$ 1,445,411</b>	<b>\$ 2,490,369</b>	<b>\$ 1,926,651</b>	<b>\$ 2,320,211</b>

### *Our Accomplishments in 2023-24*

- ❖ Completed 158 work orders related to potholes, wash outs and curb work.
- ❖ Completed Hurricane Ian debris clean up with 100% reimbursement.
- ❖ Completed numerous tree removals.
- ❖ Completed numerous sidewalk repairs.
- ❖ Completed the rehabilitation of City leased parking lots.

### *Goals and Objectives for 2024-25*

- ❖ Complete tree trimming in all districts.
- ❖ Be more proactive on sidewalk repairs.
- ❖ Be more proactive on road repairs/pothole repairs.
- ❖ Increase employee training.
- ❖ Be more proactive in picking up litter City wide.

## PUBLIC WORKS - STREETS

### Performance Measures

Activity	Actual 2021-2022	Actual 2022-2023	Expected 2023-2024	Proposed 2024-2025
Total Work Orders	1,938	142	750	2,050
Pot Hole Repair	76	85	150	300
Asphalt Repair	34	20	25	200
Concrete Work	44	N/A	100	300
Grading	2	3	10	50
Brick Repair/Replace	5	N/A	15	50
Tractor Machine Mow Lots & ROW's	147	N/A	100	200
Tree Work	178	2	150	300
Alley Maintenance	17	4	90	50
Sign Maintenance	410	28	200	600
% of Non-Emergency Work Orders Completed within (5) Days of Request	100%	N/A	100%	100%
% of Emergency Repairs Completed within (24) Hours	100%	N/A	100%	100%

### Authorized Positions

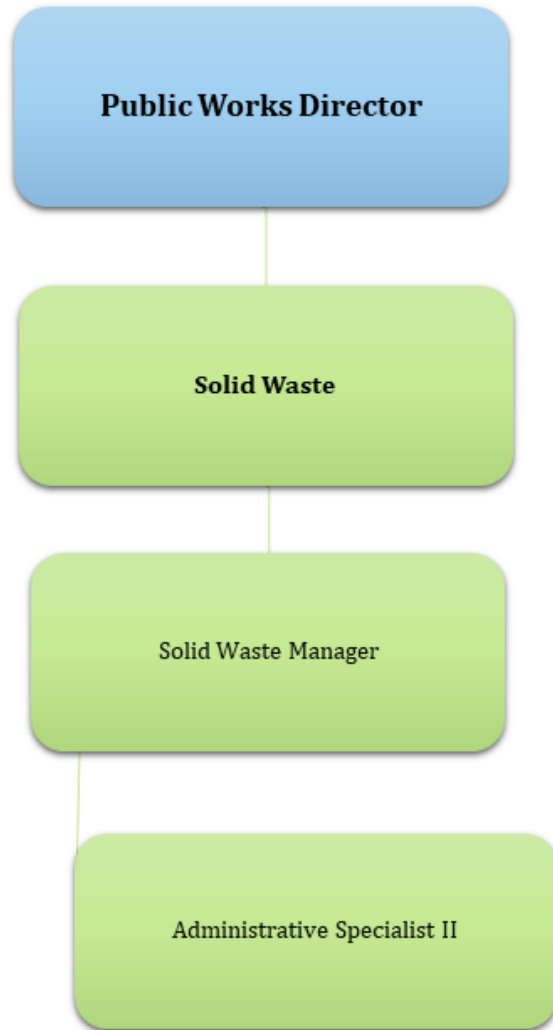
Full Time Equivalents	Funded 2023	Funded 2024	+/-	Funded 2025	Authorized & Unfunded
<b>Public Works - Streets</b>					
Project Manager **	0.05	0.05	-	0.05	1.00
Streets Superintendent	1.00	1.00	-	1.00	-
Senior Public Works Inspector **	1.20	1.20	-	1.20	-
Signs and Traffic Coordinator	1.00	1.00	-	1.00	-
Crew Leader	2.00	2.00	-	2.00	-
Equipment Operator IV	2.00	2.00	-	2.00	-
Equipment Operator II	1.00	-	-	-	-
Environmental - Administrative Specialist II **	0.50	0.50	-	0.50	-
Maintenance Worker, Lead	3.00	3.00	1.00	4.00	-
Sign Technician	1.00	1.00	-	1.00	-
Equipment Operator I	-	-	-	-	1.00
Litter Control - Maintenance Worker	1.00	1.00	-	1.00	-
Maintenance Worker	1.00	3.00	-	3.00	-
<b>Total Full Time Equivalents</b>	<b>14.75</b>	<b>15.75</b>	<b>1.00</b>	<b>16.75</b>	<b>2.00</b>

\*\*Split between funds or departments/divisions

## Streets

Account	Description	2021 Actual	2022 Actual	2023 Actual	2024 Budget	2025 Budget
<b>Personnel Services</b>						
001-4047-541.12-00	Regular Salaries & Wages	585,049	652,937	660,057	816,628	904,182
001-4047-541.12-02	Regular Salaries - Additional Pays	-	1,956	5,865	4,754	978
001-4047-541.12-06	Reg Salaries - Opt Out Health Insurance	-	1,700	2,600	5,865	2,346
001-4047-541.14-00	Overtime	12,129	19,568	45,251	59,628	44,965
001-4047-541.21-00	FICA/Medicare Taxes	42,981	49,661	52,713	68,082	73,123
001-4047-541.22-01	Retirement Contributions - FRS	70,189	81,438	88,605	125,065	134,226
001-4047-541.23-00	Medical Insurance	151,066	174,024	194,671	171,439	255,427
001-4047-541.23-02	Medical Insurance - Life & ST Disability	3,981	4,236	4,226	5,352	5,882
001-4047-541.24-00	Worker's Compensation	50,052	51,533	50,931	66,799	64,909
	<b>Subtotal Personnel Services</b>	<b>\$ 915,447</b>	<b>\$ 1,037,053</b>	<b>\$ 1,104,919</b>	<b>\$ 1,323,612</b>	<b>\$ 1,486,038</b>
<b>Operating</b>						
001-4047-541.31-00	Professional Services	3,314	-	-	-	-
001-4047-541.34-00	Other Contractual Services	94,652	94,679	926,473	93,400	93,350
001-4047-541.40-00	Travel & Per Diem	180	60	1,231	2,100	2,100
001-4047-541.41-00	Communications Services	5,651	5,286	5,331	5,370	5,460
001-4047-541.42-00	Postage & Transportation	-	-	-	20	10
001-4047-541.43-00	Utility Services	6,586	8,198	8,240	6,800	8,350
001-4047-541.44-00	Rentals & Leases	55,624	(3,372)	36,278	27,450	101,918
001-4047-541.44-10	Rentals & Leases/GASB87	-	52,165	(21,371)	-	-
001-4047-541.45-01	Insurance - Operating Liability	79,883	22,614	116,714	207,158	302,716
001-4047-541.45-02	Insurance - Auto Liability	11,128	14,879	12,707	12,641	12,946
001-4047-541.46-00	Repair & Maintenance Services	134,654	97,574	171,382	124,571	180,643
001-4047-541.47-00	Printing & Binding	439	265	391	375	300
001-4047-541.49-00	Other Charges/Obligations	1,570	1,286	11,867	2,000	2,000
001-4047-541.51-00	Office Supplies	229	197	411	225	225
001-4047-541.52-00	Operating Supplies	11,347	13,760	13,440	20,200	24,000
001-4047-541.52-01	Operating Supplies - Gasoline/Diesel/Lubric	35,321	51,572	47,418	42,000	42,000
001-4047-541.52-05	Operating Supplies - Uniforms	3,649	4,072	3,338	4,375	8,100
001-4047-541.53-00	Road Materials & Supplies	31,019	26,275	27,160	42,000	42,000
001-4047-541.54-01	Books/Pubs/Subsc/Memb - Prof Dues	380	555	-	404	555
001-4047-541.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	837	3,711	3,044	3,285	1,085
001-4047-541.54-03	Books/Pubs/Subsc/Memb - Subscriptions	170	-	-	-	-
001-4047-541.55-00	Training	-	103	26	8,665	6,415
	<b>Subtotal Operating</b>	<b>\$ 476,633</b>	<b>\$ 393,879</b>	<b>\$ 1,364,080</b>	<b>\$ 603,039</b>	<b>\$ 834,173</b>
<b>Debt service</b>						
001-4047-541.71-01	Lease Payment/GASB87	-	14,368	21,116	-	-
001-4047-541.72-01	Int Payment/GASB87	-	111	254	-	-
	<b>Subtotal Debt service</b>	<b>\$ -</b>	<b>\$ 14,479</b>	<b>\$ 21,370</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Total</b>		<b>\$ 1,392,080</b>	<b>\$ 1,445,411</b>	<b>\$ 2,490,369</b>	<b>\$ 1,926,651</b>	<b>\$ 2,320,211</b>

# PUBLIC WORKS SOLID WASTE



## Solid Waste

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

### Summary

Expenditures	2022 Actual	2023 Actual	2024 Budget	2025 Budget
Salaries	\$ 111,714	\$ 133,605	\$ 164,405	\$ 179,038
Benefits	45,601	82,214	63,866	66,033
Operating	6,790,447	7,115,886	7,145,355	7,964,920
Supplies	9,322	6,689	11,175	7,156
Debt service	1,029	764	-	-
Transfers	-	-	105,763	125,598
Total \$	6,958,113	\$ 7,339,158	\$ 7,490,564	\$ 8,342,745

Funding Source				
Total	6,958,113	7,339,158	7,490,564	8,342,745
Total \$	6,958,113	\$ 7,339,158	\$ 7,490,564	\$ 8,342,745

### *Our Accomplishments in 2023-24*

- ❖ Residential Solid Waste: Collected 22,230 tons from approximately 15,181 homes.
- ❖ Residential Recycle: Collected 1,398 tons from approximately 15,181 homes.
- ❖ Residential Yard Waste: Collected 1,952 tons from approximately 15,181 homes.
- ❖ Community Clean Up: Collected 173 tons in October 2022 and April 2023.
- ❖ Front Load: Collected 22,838 tons from commercial businesses.



## Goals and Objectives for 2024-25

- ❖ 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.

<b>PUBLIC WORKS - SOLID WASTE</b>				
<b>Performance Measures</b>				
<b>Activity</b>	<b>Actual 2021-2022</b>	<b>Actual 2022-2023</b>	<b>Expected 2023-2024</b>	<b>Proposed 2024-2025</b>
Payment to Solid Waste Contractor (Residential Only)	\$ 3,013,353	\$ 3,072,801	\$ 3,088,165	\$ 3,103,606
Monthly Service Charge for Solid Waste	20.76	20.76	20.76	20.76
# Tons of Waste Collected	19,303	18,605	18,826	19,050
# Tons of Recycled Waste Collected	1,304	1,298	1,313	1,329
# Tons of Yard Waste Collected	2,114	1,953	1,976	2,000
# Residential Customers Served	15,000	15,105	15,285	15,467
# Service Compliants	755	1,514	1,069	755
% "On Time" Collection Rate	99%	97%	99.42%	95%
Complaints per 1,000 Customers	2%	2.91%	0.58%	4.88%
Cost for Ton for Disposal	40.02	35.71	37.58	37.58
\$ Value of Recyclables diverted from Landfill	\$ 46,964	\$ 42,458	\$ 45,419	\$ 49,442

### Authorized Positions

<b>Full Time Equivalents</b>	<b>Funded 2023</b>	<b>Funded 2024</b>	<b>+/-</b>	<b>Funded 2025</b>	<b>Authorized &amp; Unfunded</b>
<b>Public Works - Solid Waste</b>					
Public Works Director **	0.10	0.10	-	0.10	-
Solid Waste Manager	1.00	1.00	-	1.00	-
Solid Waste Customer Support	1.00	1.00	-	1.00	-
<b>Total Full Time Equivalents</b>	<b>2.10</b>	<b>2.10</b>	<b>-</b>	<b>2.10</b>	<b>-</b>

\*\*Split between funds or departments/divisions

## Solid Waste as a percentage of Enterprise Funds

12.29%



Solid Waste Revenues and Expenses	2021 Actual	2022 Actual	2023 Actual	2024 Budget	2025 Budget
<b>Operating Revenues</b>					
Charges for Services	\$ 6,805,512	\$ 7,050,304	\$ 7,511,997	\$ 7,460,846	\$ 8,311,751
Other	24,549	(39,731)	14,129	17,333	30,994
Total operating revenue	6,830,061	7,010,573	7,526,126	7,478,179	8,342,745
<b>Operating Expenses</b>					
Personnel Services	\$ 129,048	\$ 157,315	\$ 215,818	\$ 228,271	\$ 245,071
Materials/Other Services	6,328,484	6,795,040	7,120,932	7,156,530	7,972,076
Total operating expenses	6,457,532	6,952,355	7,336,750	7,384,801	8,217,147
<b>Operating Income</b>	372,529	58,218	189,376	93,378	125,598
<b>Non-Operating Revenue/(Expense)</b>					
Capital Expenses	(5,713)	(5,759)	(2,407)	-	-
Total Non-Operating	(5,713)	(5,759)	(2,407)	-	-
<b>Income Before Transfers and Contributions</b>	366,816	52,459	186,969	93,378	125,598
Transfers In	-	-	-	-	-
Transfers Out	-	-	-	-	-
<b>Net Change in Assets</b>	366,816	52,459	186,969	93,378	125,598
<b>Net Assets - Beginning*</b>	131,371	498,187	550,646	737,615	830,993
<b>Net Assets - Ending*</b>	\$ 498,187	\$ 550,646	\$ 737,615	\$ 830,993	\$ 956,591

\*Includes Restricted Assets.

## Solid Waste

Account	Description	2021 Actual	2022 Actual	2023 Actual	2024 Budget	2025 Proposed Budget
<b>Revenue</b>						
401-0000-343.40-01	Service Charges - Residential	2,966,795	3,066,135	3,247,224	3,339,000	3,500,000
401-0000-343.40-02	Service Charges - Commercial	3,103,743	3,157,756	3,493,730	3,613,658	4,087,568
401-0000-343.41-01	Recycling Income - Residential	1,546	9,559	2,201	1,564	1,551
401-0000-343.41-04	Recycling Income - Commercial	152,395	150,510	137,591	136,108	168,764
401-0000-343.90-00	Physical Env - Other Charges	3,174	5,398	8,249	12,116	8,763
401-0000-349.10-00	Handling Fee	422,544	428,508	457,617	358,400	372,124
401-0000-361.10-00	Interest	978	579	12,456	12,984	17,994
401-0000-361.30-00	Interest - Unrealized	(898)	(1,689)	1,314	5,544	14,287
401-0000-361.40-00	Interest - Realized	(4)	(128)	(716)	(1,195)	(1,287)
401-0000-369.41-00	Reimbursement of Claims	24,473	(38,128)	1,263	-	-
401-0000-369.90-00	Miscellaneous Revenue	-	(365)	(189)	-	-
401-0000-369.92-10	Admin Share	155,316	232,438	165,386	-	172,981
401-0000-389.99-00	Use of Net Assets	-	-	-	12,385	-
<b>Total Revenue</b>		<b>\$ 6,830,062</b>	<b>\$ 7,010,573</b>	<b>\$ 7,526,126</b>	<b>\$ 7,490,564</b>	<b>\$ 8,342,745</b>
<b>Expenditure</b>						
401-4002-534.12-00	Regular Salaries & Wages	107,292	118,132	138,896	162,545	177,238
401-4002-534.12-02	Regular Salaries - Additional Pays	660	972	746	660	600
401-4002-534.12-06	Reg Salaries - Opt Out Health Insurance	1,320	1,320	1,250	1,200	1,200
401-4002-534.12-10	Regular Salaries & Wages - OPEB	(7,523)	(8,710)	(7,287)	-	-
401-4002-534.21-00	FICA/Medicare Taxes	8,030	9,121	10,552	12,624	13,748
401-4002-534.22-01	Retirement Contributions - FRS	13,725	16,345	19,287	28,213	28,899
401-4002-534.23-00	Medical Insurance	8,442	8,503	18,786	19,488	19,488
401-4002-534.23-02	Medical Insurance - Life & ST Disability	730	786	930	1,067	1,157
401-4002-534.24-00	Worker's Compensation	2,107	2,381	2,458	2,474	2,741
401-4002-534.27-00	GASB 68	(5,736)	8,465	30,201	-	-
401-4002-534.31-00	Professional Services	3,070	2,295	2,678	3,000	3,000
401-4002-534.34-01	Private Hauler	6,099,136	6,543,649	6,837,336	6,895,574	7,657,816
401-4002-534.34-06	Other Contractual Services	-	-	59,424	-	60,000
401-4002-534.34-07	Utilities and Facilities - GF	1,088	1,107	1,310	1,565	1,566
401-4002-534.34-08	Computer Services - GF	4,277	6,433	6,681	7,697	7,739
401-4002-534.34-09	Engineering - GF	64	74	96	84	80
401-4002-534.34-10	Personnel Services - GF	2,170	2,479	2,728	3,134	3,293
401-4002-534.34-11	Finance/Administration - GF	210,132	224,170	196,863	216,696	219,119
401-4002-534.34-12	Fleet - GF	1,847	1,973	2,214	1,440	1,712
401-4002-534.40-00	Travel & Per Diem	-	2,297	438	4,600	2,500
401-4002-534.41-00	Communications Services	1,774	2,038	2,186	2,220	2,197
401-4002-534.42-00	Postage & Transportation	-	1	8	50	25
401-4002-534.44-00	Rentals & Leases	776	762	842	800	850
401-4002-534.44-10	Rentals & Leases/gasb 87	-	(772)	(772)	-	-
401-4002-534.45-01	Insurance - Operating Liability	389	618	764	529	644
401-4002-534.45-02	Insurance - Auto Liability	640	531	454	566	579
401-4002-534.46-00	Repair & Maintenance Services	9	19	174	2,600	1,200
401-4002-534.47-00	Printing & Binding	428	1,636	1,816	2,750	2,000
401-4002-534.48-00	Promotional Activities	-	1,000	446	500	500
401-4002-534.49-00	Other Charges/Obligations	70	137	200	1,550	100
401-4002-534.51-00	Office Supplies	207	381	492	750	650
401-4002-534.52-00	Operating Supplies	22	49	1,470	5,000	2,000
401-4002-534.52-01	Operating Supplies	911	1,381	1,118	1,500	1,500
401-4002-534.52-05	Operating Supplies	-	240	579	525	900
401-4002-534.54-01	Books/Pubs/Subscrs/Membs	373	423	225	450	620
401-4002-534.54-02	Books/Pubs/Subscrs/Membs	-	1,125	425	2,750	850
401-4002-534.54-04	BOOKS/PUBS/SUBSCRs/MEMBS	-	-	-	-	500
401-4002-534.55-00	Training	-	10	-	200	136
401-4002-534.72-05	Int Payment/GASB87	-	46	27	-	-
401-4002-534.72-40	Debt Service - Interest	1,101	253	7	-	-
401-4002-534.73-05	Amortization Expense	-	730	730	-	-
401-7979-534.59-99	Non Classified Expense	5,713	5,713	2,380	-	-
401-7979-590.99-90	Additions to Reserves	-	-	-	105,763	125,598
<b>Total Expenditure</b>		<b>\$ 6,463,244</b>	<b>\$ 6,958,113</b>	<b>\$ 7,339,158</b>	<b>\$ 7,490,564</b>	<b>\$ 8,342,745</b>

# PUBLIC WORKS/STORMWATER



# Stormwater

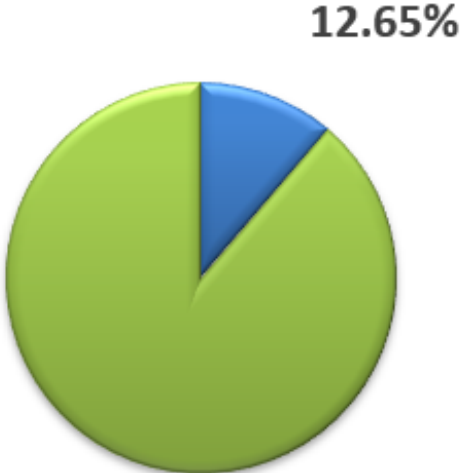
The Storm Water division is responsible for effectively managing the 50 miles of drainage ditches and other drainage structures that make up the City’s drainage system. This division is also responsible for planning, designing and constructing new drainage facilities to augment the existing, older systems, 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	2022 Actual	2023 Actual	2024 Budget	2025 Budget
Salaries	\$ 613,669	\$ 828,618	\$ 1,118,811	\$ 1,269,541
Benefits	435,910	716,831	667,176	712,170
Operating	1,027,906	1,201,997	1,248,415	1,529,925
Supplies	1,656,789	1,672,430	184,093	189,890
Capital	-	-	10,565,000	4,055,000
Debt service	143,959	129,256	809,309	809,303
Total \$	3,878,233	\$ 4,549,132	\$ 14,592,804	\$ 8,565,829

Funding Source				
Total	3,878,233	4,549,132	14,592,804	8,565,829
Total \$	3,878,233	\$ 4,549,132	\$ 14,592,804	\$ 8,565,829

### Storm Water as a percentage of Enterprise Funds



<b>Stormwater Revenues and Expenses</b>	<b>2021 Actual</b>	<b>2022 Actual</b>	<b>2023 Actual</b>	<b>2024 Budget</b>	<b>2025 Budget</b>
<b>Operating Revenues</b>					
Charges for Services	\$ 6,109,508	\$ 5,803,658	\$ 5,987,947	\$ 6,043,536	\$ 6,167,586
Other	-	(183,733)	76,735	-	-
Total operating revenue	6,109,508	5,619,925	6,064,682	6,043,536	6,167,586
<b>Operating Expenses</b>					
Personnel Services	857,247	1,033,788	1,526,663	1,785,987	1,981,711
Materials/Other Services	953,980	1,142,511	1,338,747	1,432,508	1,719,815
Depreciation	1,441,597	1,542,183	1,535,679	-	-
Total operating expenses	3,252,824	3,718,482	4,401,089	3,218,495	3,701,526
<b>Operating Income</b>	<b>2,856,684</b>	<b>1,901,443</b>	<b>1,663,593</b>	<b>2,825,041</b>	<b>2,466,060</b>
<b>Non-Operating Revenue/(Expense)</b>					
Interest income	37,917	(570,445)	1,033,563	1,537,526	1,573,553
Intergovernmental	11,665	3,212	16,079	3,000	3,300
Interest expense	(175,734)	(159,726)	(148,028)	(118,470)	(103,150)
Capital Expenses	-	-	-	(10,565,000)	(4,055,000)
Debt Costs	-	(23)	(13)	(690,839)	(706,153)
Revenues/(Expenses)	(126,152)	(726,982)	901,601	(9,833,783)	(3,287,450)
<b>Income Before Transfers and Contributions</b>	<b>2,730,532</b>	<b>1,174,461</b>	<b>2,565,194</b>	<b>(7,008,742)</b>	<b>(821,390)</b>
Transfers In/(Out)	-	1,253,955	-	-	-
<b>Net Change in Assets</b>	<b>2,730,532</b>	<b>2,428,416</b>	<b>2,565,194</b>	<b>(7,008,742)</b>	<b>(821,390)</b>
<b>Net Assets - Beginning*</b>	<b>38,172,226</b>	<b>40,902,758</b>	<b>43,331,174</b>	<b>45,896,368</b>	<b>38,887,626</b>
<b>Net Assets - Ending*</b>	<b>\$ 40,902,758</b>	<b>\$ 43,331,174</b>	<b>\$ 45,896,368</b>	<b>\$ 38,887,626</b>	<b>\$ 38,066,236</b>

\*Includes restricted assets.

## *Our Accomplishments in 2023-24*

- ❖ Certified Stormwater employee to teach CDL training.
- ❖ Continued training CDL staff to obtain CDL's.
- ❖ Oversaw and monitored the N.P.D.E.S and BMAP programs.
- ❖ Continued cleaning and inspecting stormwater pipes.
- ❖ Maintained on schedule street sweeping for N.P.D.E.S reporting.

## *Goals and Objectives for 2024-25*

- ❖ Realign and create a retention area in the right of way between Palmetto and Sanford.
- ❖ Stormwater pipe and inlet repairs City wide.
- ❖ Currently the Stormwater division cleans 5% of their lines and moving into fiscal year 24/25 would like to clean 7%.
- ❖ Continue to oversee and monitor the N.P.D.E.S & BMAP programs along with the street sweeping schedule.

**PUBLIC WORKS - STORMWATER**  
**Performance Measures**

<b>Activity</b>	<b>Actual 2018-2019</b>	<b>Actual 2019-2020</b>	<b>Expected 2020-2021</b>	<b>Proposed 2021-2022</b>
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**

<b>Full Time Equivalents</b>	<b>Funded 2023</b>	<b>Funded 2024</b>	<b>+/-</b>	<b>Funded 2025</b>	<b>Authorized &amp; Unfunded</b>
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<b>Public Works - Stormwater</b>					
Public Works Director **	0.10	0.10	-	0.10	-
Project Engineer **	-	0.50	(0.50)	-	-
Project Manager **	0.40	0.40	-	0.40	-
Public Works Manager **	-	-	0.60	0.60	-
Streets/Stormwater Superintendent	1.00	1.00	-	1.00	-
Senior Public Works Inspector **	0.80	0.80	-	0.80	-
Crew Leader	3.00	3.00	-	3.00	-
Construction Specialist	-	-	1.00	1.00	-
Equipment Operator IV	3.00	3.00	-	3.00	-
Equipment Operator III	4.00	4.00	-	4.00	-
Administrative Services Manager	-	0.30	-	0.30	-
Environmental - Administrative Specialist II **	0.50	0.50	-	0.50	1.00
Maintenance Worker, Lead	1.00	1.00	-	1.00	-
Equipment Operator I	1.00	1.00	-	1.00	-
Maintenance Worker	4.00	4.00	-	4.00	-
<b>Total Full Time Equivalents</b>	<b>18.80</b>	<b>19.60</b>	<b>1.10</b>	<b>20.70</b>	<b>1.00</b>

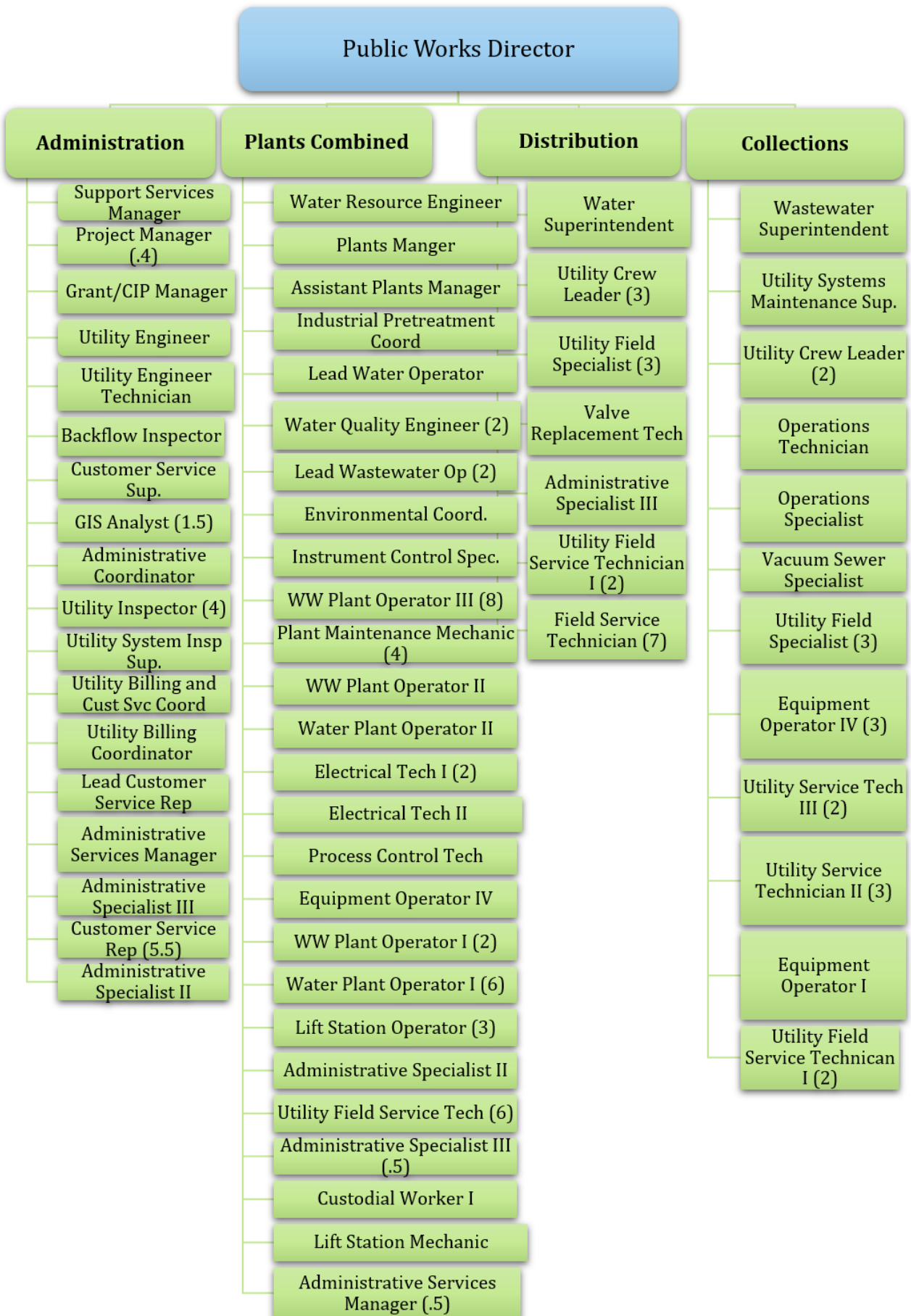
\*\*Split between funds or departments/divisions



## Stormwater

Account	Description	2021	2022	2023	2024	2025
		Actual	Actual	Actual	Budget	Proposed Budget
<b>Revenue</b>						
402-0000-331.30-00	Federal Grant	7,876	-	-	-	-
402-0000-331.80-08	FEMA-Grant	-	-	12,512	-	-
402-0000-335.49-01	Other - Fuel Tax	3,789	3,212	3,567	3,000	3,300
402-0000-343.93-01	Fees - Stormwater	6,109,508	5,803,658	5,987,947	6,043,536	6,167,586
402-0000-361.10-00	Interest	227,907	313,800	867,716	960,833	881,255
402-0000-361.30-00	Interest - Unrealized	(216,688)	(850,142)	208,975	652,754	751,298
402-0000-361.40-00	Interest - Realized	26,698	(34,103)	(43,128)	(76,061)	(59,000)
402-0000-364.41-00	Disposition of Assets	-	(183,779)	-	-	-
402-0000-369.30-00	REFUND FROM PRIOR YEAR	-	46	5,320	-	-
402-0000-381.01-00	TRANSFER - GENERAL FUND	-	1,253,955	71,415	-	-
402-0000-389.98-00	Use of Net Assets	-	-	-	7,008,742	821,390
	<b>Total Revenue</b>	<b>\$ 6,159,090</b>	<b>\$ 6,306,647</b>	<b>\$ 7,114,324</b>	<b>\$ 14,592,804</b>	<b>\$ 8,565,829</b>
<b>Expenditure</b>						
402-4045-541.12-00	Regular Salaries & Wages	614,713	670,336	846,634	1,098,271	1,230,181
402-4045-541.12-02	Regular Salaries - Additional Pays	6,297	7,914	10,152	540	2,360
402-4045-541.12-06	Reg Salaries - Opt Out Health Insurance	1,020	620	50	-	-
402-4045-541.12-10	Regular Salaries & Wages - OPEB	(67,348)	(77,973)	(65,238)	-	-
402-4045-541.14-00	Overtime	9,998	12,772	37,020	20,000	37,000
402-4045-541.21-00	FICA/Medicare Taxes	47,513	50,950	65,945	85,902	97,471
402-4045-541.22-01	Retirement Contributions - FRS	74,239	83,830	114,219	170,456	183,401
402-4045-541.23-00	Medical Insurance	161,634	201,658	289,435	344,289	363,189
402-4045-541.23-02	Medical Insurance - Life & ST Disability	4,165	4,570	5,630	7,116	7,953
402-4045-541.24-00	Worker's Compensation	36,039	35,696	43,962	59,413	60,156
402-4045-541.27-00	Pension GASB 68	(31,023)	43,415	178,854	-	-
402-4045-541.31-00	Professional Services	42,503	16,139	37,473	63,000	352,000
402-4045-541.34-00	Other Contractual Services	24,909	34,204	71,845	70,566	81,500
402-4045-541.34-07	Utilities - GF	3,444	3,667	4,237	4,880	4,995
402-4045-541.34-08	Computer Services - GF	39,101	57,589	59,815	70,738	76,281
402-4045-541.34-09	Engineering Services - GF	19,757	22,913	30,018	20,139	28,851
402-4045-541.34-10	Personnel Services - GF	19,843	22,192	24,419	28,803	32,462
402-4045-541.34-11	Finance/Administration - GF	134,027	300,105	333,571	333,571	203,405
402-4045-541.34-12	Fleet - GF	71,066	75,934	96,227	101,955	121,270
402-4045-541.40-00	Travel & Per Diem	29	5,900	6,751	6,250	7,000
402-4045-541.41-00	Communications Services	3,899	3,724	5,350	4,325	5,380
402-4045-541.42-00	Postage & Transportation	-	341	-	500	100
402-4045-541.43-00	Utility Services	16,385	19,901	33,098	17,060	15,700
402-4045-541.44-00	Rentals & Leases	4,991	1,270	12,726	6,600	6,700
402-4045-541.44-10	Rentals & Leases/gasb 87	-	(382)	(382)	-	-
402-4045-541.45-01	Insurance - Operating Liability	90,505	95,551	139,344	118,474	167,540
402-4045-541.45-02	Insurance - Auto Liability	24,619	32,621	31,379	40,063	41,030
402-4045-541.46-00	Repair & Maintenance Services	303,101	306,533	286,729	330,500	353,105
402-4045-541.47-00	Printing & Binding	253	748	316	855	620
402-4045-541.48-00	Promotional Activities	-	164	635	-	500
402-4045-541.49-00	Other Charges/Obligations	31,083	28,792	28,446	30,136	31,486
402-4045-541.51-00	Office Supplies	329	380	441	500	500
402-4045-541.52-00	Operating Supplies	18,663	9,697	15,270	27,000	26,300
402-4045-541.52-01	Operating Supplies	49,043	68,775	79,002	55,000	70,000
402-4045-541.52-05	Operating Supplies	5,399	4,654	4,596	6,825	6,825
402-4045-541.53-00	Road Materials & Supplies	49,516	21,159	30,515	76,000	73,000
402-4045-541.54-01	Books/Pubs/Subscrs/Membs	190	490	228	1,212	500
402-4045-541.54-02	Books/Pubs/Subscrs/Membs	1,325	9,312	5,465	8,190	4,140
402-4045-541.54-03	Books/Pubs/Subscrs/Membs	-	-	875	-	875
402-4045-541.54-04	Books/Pubs/Subscrs/Membs	-	41	-	-	-
402-4045-541.55-00	School Tuition/Books/Supp	-	98	359	9,366	7,750
402-4045-541.61-00	Land Acquisitions	-	-	398,407	-	-
402-4045-541.62-00	Buildings	-	17,025	54,431	-	-
402-4045-541.63-00	Improve Other Than Bldg	1,781,298	(1,841,557)	2,196,123	10,100,000	3,750,000
402-4045-541.64-00	Machinery & Equipment	266,273	380,221	452,954	465,000	305,000
402-4045-541.71-21	Debt Service - Principal	-	-	-	275,116	282,683
402-4045-541.71-22	Debt Service - Principal	-	-	-	139,933	143,878
402-4045-541.71-23	Debt Service - Principal	-	-	-	23,607	24,148
402-4045-541.71-24	Debt Service - Principal	-	-	-	20,081	20,613
402-4045-541.71-25	Debt Service - Principal	-	-	-	232,102	234,831
402-4045-541.72-05	Debt Service - Interest	-	23	13	-	-
402-4045-541.72-21	Debt Service - Interest	49,514	42,500	35,521	29,468	21,895
402-4045-541.72-22	Debt Service - Interest	40,790	37,113	33,243	31,250	27,305
402-4045-541.72-23	Debt Service - Interest	5,939	5,430	4,895	4,534	3,993
402-4045-541.72-24	Debt Service - Interest	9,389	8,896	8,400	7,939	7,407
402-4045-541.72-25	Debt Service - Interest	52,281	49,635	46,822	45,279	42,550
402-4045-541.72-26	Debt Service - Interest	17,821	-	-	-	-
402-4045-541.73-05	Amortization Expense	-	362	362	-	-
402-7979-518.23-03	Medical/Life Insurance	-	15,791	18,786	-	-
402-7979-541.59-99	Non Classified Expense	1,441,597	1,542,183	1,535,679	-	-
402-7979-541.69-99	Fixed Assets - Capitalized	(2,047,571)	1,444,311	(3,101,915)	-	-
	<b>Total Expenditure</b>	<b>\$ 3,428,558</b>	<b>\$ 3,878,233</b>	<b>\$ 4,549,132</b>	<b>\$ 14,592,804</b>	<b>\$ 8,565,829</b>

# PUBLIC WORKS WATER & SEWER DEPARTMENT



# Water and Wastewater Department



## Mission Statement

The Public Works and Utility Department enhances the quality of life of our customers and visitors by providing exceptional public services through our knowledgeable and dedicated staff.

## Role of Water and Wastewater Department

The Sanford Water, Wastewater, and Reclaimed Water 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 2025 proposed budget anticipates a 7% combined rate increase to water and wastewater, effective October 1, 2024.

### Summary

Expenditures	2022 Actual	2023 Actual	2024 Budget	2025 Budget
Salaries	\$ 4,657,521	\$ 5,846,562	\$ 7,288,965	\$ 8,376,105
Benefits	2,877,242	4,463,231	3,759,333	3,925,725
Operating	9,496,805	12,697,686	11,615,208	17,322,717
Supplies	7,180,894	7,524,556	2,103,773	2,402,000
Capital	11,793,729	14,393,728	20,962,280	17,006,061
Debt service	818,840	727,505	4,534,010	4,053,171
Transfers	(2,865,988)	914,687	6,217,022	7,764,511
<b>Total</b>	<b>\$ 33,959,043</b>	<b>\$ 46,567,955</b>	<b>\$ 56,480,591</b>	<b>\$ 60,850,290</b>

### Water and Wastewater Department as a percentage of Enterprise Fund

75.06%



## Water/Wastewater

Account	Description	2021 Actual	2022 Actual	2023 Actual	2024 Budget	2025 Budget
<b>Revenue</b>						
451-0000-331.30-00	Grant	20,272	-	-	-	-
451-0000-331.80-08	FEMA Reimbursements	-	-	12,066	-	-
451-0000-335.49-01	Fuel Tax Refund	9,474	10,099	11,138	7,000	9,260
451-0000-337.30-04	Grant - Seminole County	-	-	284,929	-	-
451-0000-337.30-36	Grant - SJRWMD	3,136	137,378	721,408	-	-
451-0000-341.90-03	Tax Collection Commission	344	377	627	400	525
451-0000-341.90-04	Utilities Plan Reviews	-	(234)	-	-	-
451-0000-343.60-61	Sewer Charges	11,064,986	10,858,026	13,068,239	11,970,973	13,769,687
451-0000-343.60-62	Sewer Base	4,442,671	4,567,448	5,184,371	5,035,611	5,838,250
451-0000-343.60-63	Water Metered	6,186,106	5,621,975	7,240,908	6,198,228	8,154,168
451-0000-343.60-64	Water Base	3,025,537	3,106,815	3,542,907	3,425,263	3,989,756
451-0000-343.60-65	Reclaimed Water Flow	1,503,046	1,534,150	1,778,002	1,691,401	2,002,253
451-0000-343.60-66	Reclaimed Water Base	489,146	524,366	618,220	578,114	696,193
451-0000-343.65-02	Hydrant Rental Other	112,241	92,387	156,508	101,857	176,247
451-0000-343.66-00	Sewer Service Fee	74,625	65,447	69,291	72,156	85,882
451-0000-343.66-10	Interceptor Services	223,166	84,240	22,608	-	-
451-0000-343.66-12	Permitting Fees	-	14,150	24,629	-	-
451-0000-343.66-14	Test and Analysis Fees	1,484	3,385	3,310	-	-
451-0000-343.67-00	Water Service Charges	673,957	525,994	492,692	579,909	554,832
451-0000-343.68-00	Reclaimed Water Services	286,486	238,217	139,436	262,634	157,022
451-0000-361.10-00	Interest	224,283	291,521	720,810	825,130	754,098
451-0000-361.10-10	Interest/gasb 87	-	21,049	22,214	-	-
451-0000-361.30-00	Interest	(213,866)	(784,059)	177,346	537,228	654,376
451-0000-361.40-00	Interest	26,314	(30,988)	(37,790)	(65,758)	(52,176)
451-0000-362.01-00	Rent Lake Jessup Groves	11,253	526	27,646	500	500
451-0000-362.10-00	Rent	10	10	10	10	10
451-0000-362.10-02	Rent Derby Park	53,787	55,022	59,481	56,000	54,217
451-0000-362.10-07	Rent - AT&T Tower Lease	-	55,520	4,280	30,000	47,393
451-0000-364.41-00	Disposition of Assets	22,881	44,784	14,534	10,000	15,000
451-0000-365.10-00	Sale of Scrap	1,431	-	30	-	-
451-0000-369.40-19	Reimbursements	65,150	65,150	65,150	65,150	65,150
451-0000-369.41-00	Reimbursements	4,354	(1,979)	23,046	-	-
451-0000-369.90-00	Other Miscellaneous	9,251	1,746	677	-	-
451-0000-369.90-01	Cash Over/(Short)	(20)	(1)	20	-	-
451-0000-369.91-01	Returned Checks	3,820	3,233	5,409	3,800	5,500
451-0000-369.92-00	Delinquent Late Fees	3,388	7,287	(2,599)	3,000	3,453
451-0000-369.92-01	Delinquent Late Fees	317,290	362,595	393,776	370,000	433,083
451-0000-381.14-00	Transfers - Impact Fee Fund	800,000	1,100,000	1,100,000	1,100,000	1,100,000
451-0000-389.80-01	Contributions - Subdivisions	3,937,708	2,566,043	3,583,139	-	-
451-0000-389.98-00	Use of Reserves	-	-	-	1,407,690	82,452
<b>Total \$</b>		<b>33,383,711 \$</b>	<b>31,141,679 \$</b>	<b>39,528,468 \$</b>	<b>34,266,296 \$</b>	<b>38,597,131</b>

## *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**

<b>Expenditures</b>	<b>2022 Actual</b>	<b>2023 Actual</b>	<b>2024 Budget</b>	<b>2025 Budget</b>
Salaries	\$ 1,054,930	\$ 1,231,199	\$ 1,678,930	\$ 1,906,405
Benefits	652,828	974,548	836,490	881,096
Operating	2,905,270	3,512,505	3,918,015	4,453,651
Supplies	56,873	53,059	103,023	106,300
Debt service	19,857	16,798	12,000	12,000
<b>Total \$</b>	<b>4,689,758</b>	<b>\$ 5,788,109</b>	<b>\$ 6,548,458</b>	<b>\$ 7,359,452</b>

<b>Funding Source</b>				
Total	4,689,758	5,788,109	6,548,458	7,359,452
<b>Total \$</b>	<b>4,689,758</b>	<b>\$ 5,788,109</b>	<b>\$ 6,548,458</b>	<b>\$ 7,359,452</b>

### *Our Accomplishments in 2023-24*

- ❖ Completed installation of antennas to read new meters.
- ❖ Completed digital transformation for Utilities Customer Service.
- ❖ Completed phase one of digital file scanning.
- ❖ Successful installation of over 1200 new Sensus meters as part of mass meter exchange.
- ❖ Approved to begin design on new 1,4 and PFAS plant construction.

### *Goals and Objectives for 2024-25*

- ❖ Complete a second and third phase for digital file scanning.
- ❖ Begin training on new Sensus software.
- ❖ Provide additional training to employees for growth.
- ❖ Decrease phone wait times for customers.
- ❖ Complete full Lucity transformation for asset management and work orders.

## UTILITIES - ADMINISTRATION

### Performance Measures

Activity	Actual 2021-2022	Actual 2022-2023	Expected 2023-2024	Proposed 2024-2025
Total # of over the phone payments	31,136	23,958	26,920	30,000
Total # of online payments	124,410	126,790	127,990	129,000
Total # of mailed payments	33,071	196,200	196,622	227,445
Total # of walk up customers served	15,235	14,965	15,000	14,000
Water Quality Complaints	74	57	64	73
Average# of waste water customers	16,957	16,041	17,500	18,500
Average# of water customers	18,389	16,777	18,000	19,000
Average# of new accounts monthly	219	272	300	325

### Authorized Positions

Full Time Equivalents	Funded 2023	Funded 2024	+/-	Funded 2025	Authorized & Unfunded
<b>Utilities - Water/Wastewater - Administration</b>					
Public Utilities Director	-	-	-	-	1.00
Public Works Director **	0.45	0.45	-	0.45	-
Utility Support Services Manager	1.00	1.00	-	1.00	-
Utility System Engineer	1.00	1.00	-	1.00	-
Grant/CIP Manager	-	-	1.00	1.00	-
Utility Engineer Technician	1.00	1.00	-	1.00	-
Project Manager **	0.40	0.40	-	0.40	-
Customer Service Supervisor	1.00	1.00	-	1.00	-
GIS Analyst **	1.50	1.50	-	1.50	-
Administrative Coordinator	1.00	1.00	-	1.00	-
Utility Inspector	4.00	4.00	-	4.00	-
Backflow Inspector	1.00	1.00	-	1.00	-
Utility Systems Inspections Supervisor	1.00	1.00	-	1.00	-
Utility Billing Coordinator	1.00	1.00	-	1.00	-
Utility Billing and Customer Service Coordinator	1.00	1.00	-	1.00	-
Lead Customer Service Representative	1.00	1.00	-	1.00	-
Administrative Services Manager	-	0.30	-	0.30	-
Administrative Specialist III	1.00	1.00	-	1.00	-
Customer Service Representative	5.50	5.50	-	5.50	-
Administrative Specialist II**	1.00	1.00	-	1.00	-
<b>Total Full Time Equivalents</b>	<b>23.85</b>	<b>24.15</b>	<b>1.00</b>	<b>25.15</b>	<b>1.00</b>

\*\*Split between funds or departments/divisions

Account	Description	2021 Actual	2022 Actual	2023 Actual	2024 Budget	2025 Budget
<b>Personnel Services</b>						
451-4510-536.12-00	Regular Salaries & Wages	1,080,200	1,086,747	1,241,979	1,577,311	1,756,118
451-4510-536.12-02	Regular Salaries - Additional Pays	19,681	21,242	16,776	15,768	17,182
451-4510-536.12-06	Reg Salaries - Opt Out Health Insurance	540	840	2,125	2,400	1,200
451-4510-536.12-10	Regular Salaries & Wages - OPEB	(80,065)	(92,697)	(82,762)	-	-
451-4510-536.13-00	Other Salaries & Wages	-	-	-	43,451	76,905
451-4510-536.14-00	Overtime	22,336	38,798	53,081	40,000	55,000
451-4510-536.21-00	FICA/Medicare Taxes	79,084	85,925	96,480	128,917	136,165
451-4510-536.22-01	Retirement Contributions	141,917	162,991	186,275	277,538	280,722
451-4510-536.23-00	Medical Insurance	238,054	293,707	372,049	395,384	430,815
451-4510-536.23-02	Medical Insurance - Life & ST Disability	6,824	7,156	7,736	10,617	11,139
451-4510-536.24-00	Worker's Compensation	16,552	18,638	20,323	24,034	22,255
451-4510-536.25-00	Unemployment Comp	(346)	-	-	-	-
451-4510-536.27-00	Pension GASB 68	(59,305)	84,411	291,685	-	-
	<b>Subtotal Personnel Services</b>	<b>\$ 1,465,472</b>	<b>\$ 1,707,758</b>	<b>\$ 2,205,747</b>	<b>\$ 2,515,420</b>	<b>\$ 2,787,501</b>
<b>Operating</b>						
451-4510-536.31-00	Professional Services	328,925	200,652	511,199	585,000	915,000
451-4510-536.34-00	Other Contractual Services	78,836	68,488	112,402	172,842	262,729
451-4510-536.34-08	Computer Services - GF	214,545	336,496	354,275	408,116	415,126
451-4510-536.34-09	Engineering Services - GF	132,500	153,666	215,552	243,785	249,966
451-4510-536.34-10	Personnel Services - GF	108,877	129,671	144,630	166,176	176,660
451-4510-536.34-11	Finance/Administration - GF	1,064,827	1,106,696	1,123,722	1,161,488	1,196,333
451-4510-536.34-12	Fleet - GF	73,643	109,281	141,543	128,563	157,150
451-4510-536.40-00	Travel & Per Diem	25	60	1,601	4,180	4,200
451-4510-536.41-00	Communications Services	18,445	17,988	18,775	18,600	19,400
451-4510-536.42-00	Postage & Transportation	73,966	85,883	82,020	85,000	90,000
451-4510-536.43-00	Utility Services	174,560	157,132	187,072	185,000	190,000
451-4510-536.44-00	Rentals & Leases	13,671	13,506	12,960	23,500	23,500
451-4510-536.44-10	RENTALS & LEASES	-	(16,972)	(16,972)	-	-
451-4510-536.45-01	Insurance - Operating Liability	23,461	24,305	32,740	28,047	37,446
451-4510-536.45-02	Insurance - Auto Liability	1,592	2,189	1,870	2,224	2,664
451-4510-536.46-00	Repair & Maintenance Services	27,468	17,283	16,532	202,944	228,357
451-4510-536.47-00	Printing & Binding	47,245	50,086	47,987	69,900	54,400
451-4510-536.48-00	Promotional Activities	2,142	2,656	970	7,450	5,000
451-4510-536.49-00	Other Charges/Obligations	407,663	446,204	523,627	425,200	425,720
451-4510-536.51-00	Office Supplies	11,276	13,931	15,505	22,500	25,000
451-4510-536.52-00	Operating Supplies	26,888	18,972	19,209	37,100	25,100
451-4510-536.52-01	Operating Supplies - Gasoline/Diesel/Lubric	6,991	13,486	10,149	12,000	12,000
451-4510-536.52-05	Operating Supplies - Uniforms	1,261	1,381	1,805	4,225	4,550
451-4510-536.54-01	Books/Pubs/Subsc/Memb - Prof Dues	4,245	4,042	2,130	7,398	8,625
451-4510-536.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	1,175	5,061	4,130	6,250	8,650
451-4510-536.54-03	Books/Pubs/Subsc/Memb - Subscriptions	-	-	120	-	-
451-4510-536.54-04	Books/Pubs/Subsc/Memb - School Tuition	-	-	-	5,250	11,575
451-4510-536.55-00	Training	-	-	11	8,300	10,800
	<b>Subtotal Operating</b>	<b>\$ 2,844,227</b>	<b>\$ 2,962,143</b>	<b>\$ 3,565,564</b>	<b>\$ 4,021,038</b>	<b>\$ 4,559,951</b>
<b>Debt service</b>						
451-4510-536.72-05	Int Payment/GASB87	-	1,007	593	-	-
451-4510-536.72-45	Debt Service - Interest	11,376	2,805	160	12,000	12,000
451-4510-536.73-05	Amortization Expense	-	16,045	16,045	-	-
	<b>Subtotal Debt service</b>	<b>\$ 11,376</b>	<b>\$ 19,857</b>	<b>\$ 16,798</b>	<b>\$ 12,000</b>	<b>\$ 12,000</b>
	<b>Total</b>	<b>\$ 4,321,075</b>	<b>\$ 4,689,758</b>	<b>\$ 5,788,109</b>	<b>\$ 6,548,458</b>	<b>\$ 7,359,452</b>

## *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	2022 Actual	2023 Actual	2024 Budget	2025 Budget
Salaries	\$ 2,164,141	\$ 2,642,291	\$ 3,242,990	\$ 3,579,809
Benefits	1,284,143	1,970,336	1,675,658	1,662,155
Operating	296,647	216,468	365,143	470,112
Supplies	124,773	153,148	135,650	167,700
Total	\$ 3,869,704	\$ 4,982,243	\$ 5,419,441	\$ 5,879,776

Funding Source				
Total	3,869,704	4,982,243	5,419,441	5,879,776
Total	\$ 3,869,704	\$ 4,982,243	\$ 5,419,441	\$ 5,879,776

### *Our Accomplishments in 2023-24*

- ❖ Award NWRf & SWRC Improvements Project.
- ❖ Purchased 4 Diesel Stationary Bypass Pumps & 4 Lift Station Generators.
- ❖ Installed Vacuum Station Automated Transfer Generator Switch.
- ❖ Rehabilitation of 5 Lift Stations--Park Ridge, Palmetto, Celery Lakes, & SWRC Master Lift Station.
- ❖ Accepted \$3.3 million matching grant for the Flow Equalization Basin.

### *Goals and Objectives for 2024-25*

- ❖ NWRf Security Upgrades & Move NWRf Operators & SCADA upstairs.
- ❖ Downtown Lift Station & Vacuum Pit Conversions project completion.
- ❖ Complete 30 day test of WTP # 1 & demolition of the old Plant.
- ❖ Complete the remodeling construction of a new operator's station office and lab at the NWRf.
- ❖ SWRC Electrical Improvements project completion.
- ❖ Tertiary Filtration project completion.



## UTILITIES - COMBINED WATER AND WASTEWATER Performance Measures

Activity	Actual 2021-2022	Actual 2022-2023	Expected 2022-2023	Proposed 2024-2025
# Gallons water produced (in million gallons)	2,908	2,852	3,031	3,053
Volume of wastewater (MG) treated	2,562	2,639	2,718	2,771
Average daily potable water demand (MG)	7.3	7.8	8.3	8.8
Average daily maximum potable water (MG)	8.0	8.5	9.0	9.5
% water produced within FDEP compliance	100%	100%	100%	100%

### Authorized Positions

Full Time Equivalents	Funded 2023	Funded 2024	+/-	Funded 2025	Authorized & Unfunded
<b>Utilities - Water/Wastewater - Plants</b>					
Water Resource Engineer	1.00	1.00	-	1.00	-
Plants Manager	1.00	1.00	-	1.00	-
Assistant Plants Manager	1.00	1.00	-	1.00	-
Industrial Pre-Treatment Coordinator	1.00	1.00	-	1.00	-
Lead Water Operator	1.00	1.00	-	1.00	-
Water Quality Specialist	1.00	-	-	-	-
Water Quality Engineer	-	1.00	-	1.00	-
Lead Wastewater Operator	2.00	2.00	-	2.00	-
Environmental Coordinator	1.00	1.00	-	1.00	-
Instrument Control Specialist	2.00	1.00	-	1.00	-
Lift Station Mechanic***	1.00	1.00	-	1.00	-
Utility Wastewater Plant Operator III	8.00	8.00	-	8.00	-
Utility Plant Maintenance Mechanic	4.00	4.00	-	4.00	-
Utility Wastewater Plant Operator II	1.00	1.00	-	1.00	-
Utility Water Plant Operator II	1.00	1.00	-	1.00	-
Environmental Technician	1.00	-	-	-	-
Electrical Technician	2.00	2.00	-	2.00	-
Electrical Technician II	-	1.00	-	1.00	-
Process Control Technician	1.00	-	-	-	-
Water/Wastewater Quality Control Tech	-	1.00	-	1.00	-
Equipment Operator IV	1.00	1.00	-	1.00	-
Utility Wastewater Plant Operator I	2.00	2.00	-	2.00	-
Utility Water Plant Operator I	6.00	6.00	-	6.00	-
Lift Station Operator	2.00	3.00	-	3.00	-
Administrative Specialist III	1.00	1.00	-	1.00	-
Utility Field Service Technician I-III***	6.00	6.00	-	6.00	-
Administrative Specialist II**	0.50	0.50	-	0.50	-
Custodial Worker I	1.00	1.00	-	1.00	-
<b>Total Full Time Equivalents</b>	<b>49.50</b>	<b>49.50</b>	<b>-</b>	<b>49.50</b>	<b>-</b>

\*\*Split between funds or departments/divisions

Account	Description	2021 Actual	2022 Actual	2023 Actual	2024 Budget	2025 Budget
<b>Personnel Services</b>						
451-4520-536.12-00	Regular Salaries & Wages	2,280,824	2,242,593	2,628,774	3,030,766	3,370,837
451-4520-536.12-02	Regular Salaries - Additional Pays	12,255	14,805	15,988	5,020	5,020
451-4520-536.12-06	Reg Salaries - Opt Out Health Insurance	4,700	2,700	2,800	4,800	6,000
451-4520-536.12-10	Regular Salaries & Wages - OPEB	(177,325)	(205,302)	(171,770)	-	-
451-4520-536.13-00	Other Salaries & Wages	-	-	-	72,404	20,952
451-4520-536.14-00	Overtime	68,104	109,345	166,499	130,000	177,000
451-4520-536.21-00	FICA/Medicare Taxes	168,488	179,026	206,395	248,965	274,830
451-4520-536.22-01	Retirement Contributions	241,994	278,482	349,090	529,955	517,860
451-4520-536.23-00	Medical Insurance	427,710	590,330	765,159	779,662	767,822
451-4520-536.23-02	Medical Insurance - Life & ST Disability	14,409	15,319	16,636	19,643	21,787
451-4520-536.24-00	Worker's Compensation	71,870	76,764	86,421	97,433	79,856
451-4520-536.27-00	Pension GASB 68	(101,125)	144,222	546,635	-	-
	<b>Subtotal Personnel Services</b>	<b>\$ 3,011,904</b>	<b>\$ 3,448,284</b>	<b>\$ 4,612,627</b>	<b>\$ 4,918,648</b>	<b>\$ 5,241,964</b>
<b>Operating</b>						
451-4520-536.31-00	Professional Services	55,301	69,023	40,401	145,000	215,000
451-4520-536.34-00	Other Contractual Services	12,322	6,712	-	15,000	25,000
451-4520-536.40-00	Travel & Per Diem	38	320	1,908	5,800	5,800
451-4520-536.41-00	Communications Services	14,686	16,411	18,999	17,350	19,200
451-4520-536.42-00	Postage & Transportation	45	66	-	100	100
451-4520-536.44-00	Rentals & Leases	15,129	4,759	4,737	5,000	5,000
451-4520-536.45-01	Insurance - Operating Liability	8,123	8,444	8,444	9,437	13,020
451-4520-536.45-02	Insurance - Auto Liability	12,303	16,106	16,106	15,631	17,092
451-4520-536.46-00	Repair & Maintenance Services	87,481	143,801	104,151	122,000	140,000
451-4520-536.47-00	Printing & Binding	1,415	1,856	1,084	1,900	1,900
451-4520-536.48-00	Promotional Activities	-	-	45	-	-
451-4520-536.49-00	Other Charges/Obligations	8,450	29,149	20,593	27,925	28,000
451-4520-536.51-00	Office Supplies	588	570	556	2,200	1,000
451-4520-536.52-00	Operating Supplies	18,333	23,128	35,493	19,000	36,000
451-4520-536.52-01	Operating Supplies - Gasoline/Diesel/Lubric	49,779	91,354	101,529	95,000	95,000
451-4520-536.52-05	Operating Supplies - Uniforms	7,997	6,425	8,490	9,000	22,000
451-4520-536.54-01	Books/Pubs/Subsc/Memb - Prof Dues	3,275	330	2,949	1,450	6,700
451-4520-536.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	3,241	2,966	2,465	4,200	4,200
451-4520-536.54-03	Books/Pubs/Subsc/Memb - Subscriptions	857	-	278	400	400
451-4520-536.55-00	Training	-	-	1,388	4,400	2,400
	<b>Subtotal Operating</b>	<b>\$ 299,363</b>	<b>\$ 421,420</b>	<b>\$ 369,616</b>	<b>\$ 500,793</b>	<b>\$ 637,812</b>
	<b>Total</b>	<b>\$ 3,311,267</b>	<b>\$ 3,869,704</b>	<b>\$ 4,982,243</b>	<b>\$ 5,419,441</b>	<b>\$ 5,879,776</b>

Account	Description	2021 Actual	2022 Actual	2023 Actual	2024 Budget	2025 Budget
<b>Operating</b>						
451-4521-536.31-00	Professional Services	25,000	-	-	100,000	60,000
451-4521-536.34-00	Other Contractual Services	36,639	25,945	17,656	53,000	32,000
451-4521-536.43-00	Utility Services	251,400	287,219	317,714	265,000	310,000
451-4521-536.44-00	Rentals & Leases	1,117	-	-	1,000	1,300
451-4521-536.45-01	Insurance - Operating Liability	1,924	1,991	1,991	2,300	3,087
451-4521-536.46-00	Repair & Maintenance Services	27,232	85,746	49,329	91,000	60,000
451-4521-536.47-00	Printing & Binding	-	-	-	500	500
451-4521-536.51-00	Office Supplies	62	301	2,876	1,000	3,000
451-4521-536.52-00	Operating Supplies	94,128	127,684	193,940	133,000	225,000
451-4521-536.52-01	Operating Supplies - Gasoline/Diesel/Lubric	5,302	12,386	9,905	5,000	10,000
	<b>Subtotal Operating</b>	<b>\$ 442,804</b>	<b>\$ 541,272</b>	<b>\$ 593,411</b>	<b>\$ 651,800</b>	<b>\$ 704,887</b>
	<b>Total</b>	<b>\$ 442,804</b>	<b>\$ 541,272</b>	<b>\$ 593,411</b>	<b>\$ 651,800</b>	<b>\$ 704,887</b>

Account	Description	2021 Actual	2022 Actual	2023 Actual	2024 Budget	2025 Budget
<b>Operating</b>						
451-4522-536.34-00	Other Contractual Services	29,639	5,942	4,796	30,000	45,000
451-4522-536.43-00	Utility Services	123,927	138,813	163,439	150,000	180,000
451-4522-536.44-00	Rentals & Leases	1,283	77	-	1,300	1,000
451-4522-536.45-01	Insurance - Operating Liability	1,534	1,587	1,587	2,084	2,798
451-4522-536.46-00	Repair & Maintenance Services	23,367	37,701	41,391	63,000	45,000
451-4522-536.52-00	Operating Supplies	72,666	166,779	233,435	346,000	360,000
	<b>Subtotal Operating</b>	<b>\$ 252,416</b>	<b>\$ 350,899</b>	<b>\$ 444,648</b>	<b>\$ 592,384</b>	<b>\$ 633,798</b>
<b>Capital</b>						
451-4522-536.64-06	MACHINERY & EQUIPMENT	69,164	-	-	-	-
	<b>Subtotal Capital</b>	<b>\$ 69,164</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
	<b>Total</b>	<b>\$ 321,580</b>	<b>\$ 350,899</b>	<b>\$ 444,648</b>	<b>\$ 592,384</b>	<b>\$ 633,798</b>

Account	Description	2021 Actual	2022 Actual	2023 Actual	2024 Budget	2025 Budget
<b>Operating</b>						
451-4525-536.45-01	Insurance - Operating Liability	13,455	14,220	14,220	17,014	22,843
451-4525-536.46-00	Repair & Maintenance Services	13,738	80,997	58,073	100,000	80,000
451-4525-536.49-00	Other Charges/Obligations	-	-	-	250	250
451-4525-536.52-00	Operating Supplies	12	-	109	500	500
	<b>Subtotal Operating</b>	<b>\$ 27,205</b>	<b>\$ 95,217</b>	<b>\$ 72,402</b>	<b>\$ 117,764</b>	<b>\$ 103,593</b>
<b>Capital</b>						
451-4525-536.64-06	MACHINERY & EQUIPMENT	13,244	-	-	-	-
	<b>Subtotal Capital</b>	<b>\$ 13,244</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
	<b>Total</b>	<b>\$ 40,449</b>	<b>\$ 95,217</b>	<b>\$ 72,402</b>	<b>\$ 117,764</b>	<b>\$ 103,593</b>

Account	Description	2021 Actual	2022 Actual	2023 Actual	2024 Budget	2025 Budget
<b>Operating</b>						
451-4527-536.31-00	Professional Services	695	707	719	29,200	30,200
451-4527-536.34-00	Other Contractual Services	210,777	208,519	273,511	326,200	335,622
451-4527-536.41-00	COMMUNICATIONS SERVICES	-	-	203	-	200
451-4527-536.42-00	Communications Services	478	250	305	250	300
451-4527-536.43-00	Utility Services	854,895	946,275	945,099	827,000	933,000
451-4527-536.44-00	Rentals & Leases	78,403	75,071	10,763	25,000	19,000
451-4527-536.45-01	Insurance - Operating Liability	226,525	240,885	240,885	282,032	381,594
451-4527-536.45-02	INSURANCE	1,848	8,959	8,959	11,231	11,502
451-4527-536.46-00	Repair & Maintenance Services	232,823	332,187	325,513	419,500	500,000
451-4527-536.47-00	Printing & Binding	-	-	58	100	100
451-4527-536.49-00	Other Charges/Obligations	434	13,865	1,475	2,500	1,500
451-4527-536.51-00	Office Supplies	513	1,493	798	3,000	3,000
451-4527-536.52-00	Operating Supplies	644,650	728,775	812,509	1,006,000	1,100,000
451-4527-536.52-01	Operating Supplies - Gasoline/Diesel/Lubric	10,458	46,776	40,017	20,000	40,000
	<b>Subtotal Operating</b>	<b>\$ 2,262,499</b>	<b>\$ 2,603,762</b>	<b>\$ 2,660,814</b>	<b>\$ 2,952,013</b>	<b>\$ 3,356,018</b>
<b>Capital</b>						
451-4527-536.64-00	MACHINERY & EQUIPMENT	11,893	-	-	-	-
	<b>Subtotal Capital</b>	<b>\$ 11,893</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
	<b>Total</b>	<b>\$ 2,274,392</b>	<b>\$ 2,603,762</b>	<b>\$ 2,660,814</b>	<b>\$ 2,952,013</b>	<b>\$ 3,356,018</b>

Account	Description	2021 Actual	2022 Actual	2023 Actual	2024 Budget	2025 Budget
<b>Operating</b>						
451-4528-536.31-00	Professional Services	100	-	-	-	30,000
451-4528-536.34-00	Other Contractual Services	65,250	42,185	58,138	46,000	76,000
451-4528-536.42-00	POSTAGE & TRANSPORTATION	-	166	-	200	200
451-4528-536.43-00	Utility Services	165,346	214,735	239,432	215,000	245,000
451-4528-536.44-00	Rentals & Leases	1,805	-	6,802	3,000	7,500
451-4528-536.46-00	Repair & Maintenance Services	144,947	144,838	251,900	250,000	255,000
451-4528-536.49-00	Other Charges/Obligations	348	394	273	500	500
451-4528-536.51-00	Office Supplies	74	1,138	221	1,500	1,000
451-4528-536.52-00	Operating Supplies	44,143	59,263	72,998	105,200	112,000
451-4528-536.52-01	Operating Supplies - Gasoline/Diesel/Lubric	-	24	14,708	4,000	15,000
	<b>Subtotal Operating</b>	<b>\$ 422,013</b>	<b>\$ 462,743</b>	<b>\$ 644,472</b>	<b>\$ 625,400</b>	<b>\$ 742,200</b>
	<b>Total</b>	<b>\$ 422,013</b>	<b>\$ 462,743</b>	<b>\$ 644,472</b>	<b>\$ 625,400</b>	<b>\$ 742,200</b>

Account	Description	2021 Actual	2022 Actual	2023 Actual	2024 Budget	2025 Budget
<b>Operating</b>						
451-4529-536.34-00	Other Contractual Services	156	222	15	500	50
451-4529-536.42-00	Postage & Transportation	-	-	-	500	100
451-4529-536.43-00	Utility Services	138,830	176,600	210,978	170,000	221,000
451-4529-536.44-00	Rentals & Leases	700	540	19,958	5,000	20,000
451-4529-536.45-01	Insurance - Operating Liability	19,695	21,842	21,842	35,254	50,113
451-4529-536.45-02	Insurance - Automobile	98	127	100	135	139
451-4529-536.46-00	Repair & Maintenance Services	116,621	148,157	196,968	168,000	225,000
451-4529-536.51-00	Office Supplies	-	60	-	200	200
451-4529-536.52-00	Operating Supplies	465	2,564	5,228	2,700	6,500
451-4529-536.52-01	Operating Supplies - Gasoline/Diesel/Lubric	177	2,621	81	2,500	2,500
	<b>Subtotal Operating</b>	<b>\$ 276,742</b>	<b>\$ 352,733</b>	<b>\$ 455,170</b>	<b>\$ 384,789</b>	<b>\$ 525,602</b>
	<b>Total</b>	<b>\$ 276,742</b>	<b>\$ 352,733</b>	<b>\$ 455,170</b>	<b>\$ 384,789</b>	<b>\$ 525,602</b>

## Water Distribution

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

### Summary

Expenditures	2022 Actual	2023 Actual	2024 Budget	2025 Budget
Salaries	\$ 559,923	\$ 804,241	\$ 1,078,740	\$ 1,327,898
Benefits	342,377	610,686	560,070	630,082
Operating	782,891	847,745	1,208,314	1,447,620
Supplies	67,625	89,889	92,800	108,750
Total	\$ 1,752,816	\$ 2,352,561	\$ 2,939,924	\$ 3,514,350

Funding Source				
Total	1,752,816	2,352,561	2,939,924	3,514,350
Total	\$ 1,752,816	\$ 2,352,561	\$ 2,939,924	\$ 3,514,350

### *Our Accomplishments in 2023-24*

- ❖ Installed two (2) 14' main water valves.
- ❖ Responded to over 12,000 locate tickets.
- ❖ Installed over 200 meters (5/8 X 3/4).
- ❖ Installed 120 MDX for AMI drive by meter reading.
- ❖ Improved water quality sampling score.

### *Goals and Objectives for 2024-25*

- ❖ Implement a hydrant maintenance program.
- ❖ Install teleloggers for the evaluation of low-pressure concerns with distribution.
- ❖ Replace two (2) hydro guards.
- ❖ Install three (3) main line water valves.
- ❖ Update five (5) 2-barrel hydrants.

## UTILITIES - WATER DISTRIBUTION

### Performance Measures

Activity	Actual 2021-2022	Actual 2022-2023	Expected 2023-2024	Proposed 2024-2025
# Total Meters System Wide	26,105	25,942	26,500	27,500
# Radio Read Meters System Wide	25,191	25,826	26,500	27,500
# Hydrants System Wide	1,593	1,597	1,600	1,625
# Work Orders Completed	11,369	12,414	13,000	14,000
# Locates Responded To	N/A	12,000	13,500	12,500
# New Meters Installed (all radio reads)	N/A	192	10,500	26,500
Read Meter Accuracy	48%	40%	50%	60%
Linear Feet of Water Mains System Wide	1,808,770	1,812,230	1,830,000	1,850,000

### Authorized Positions

Full Time Equivalents	Funded 2023	Funded 2024	+/-	Funded 2025	Authorized & Unfunded
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Utilities - Water/Wastewater - Water Distribution					
Utility Systems Maintenance Supervisor	1.00	1.00	-	1.00	-
Utility Crew Leader	3.00	3.00	-	3.00	-
Utility Field Specialist	3.00	2.00	-	2.00	-
Utility Field Locate Specialist	-	1.00	-	1.00	-
Valve Replacement Tech	-	-	1.00	1.00	-
Equipment Operator III	1.00	1.00	-	1.00	-
Administrative Specialist III	1.00	1.00	-	1.00	-
Field Service Technician	6.00	7.00	-	7.00	-
Utility Field Service Technician I	3.00	2.00	-	2.00	-
<b>Total Full Time Equivalents</b>	<b>18.00</b>	<b>18.00</b>	<b>1.00</b>	<b>19.00</b>	<b>-</b>

Account	Description	2021 Actual	2022 Actual	2023 Actual	2024 Budget	2025 Budget
<b>Personnel Services</b>						
451-4530-536.12-00	Regular Salaries & Wages	494,996	522,866	718,334	965,690	1,162,898
451-4530-536.12-02	Regular Salaries & Wages	-	2,077	2,000	2,000	2,000
451-4530-536.12-06	Reg Salaries - Opt Out Health Insurance	200	200	-	-	-
451-4530-536.12-10	Regular Salaries & Wages - OPEB	(64,482)	(74,655)	(62,462)	-	-
451-4530-536.14-00	Overtime	105,218	109,435	146,369	111,050	163,000
451-4530-536.21-00	FICA/Medicare Taxes	42,444	47,445	62,837	82,796	101,913
451-4530-536.22-01	Retirement Contributions	64,954	76,040	107,847	158,426	194,984
451-4530-536.23-00	Medical Insurance	132,252	154,871	239,522	277,747	295,463
451-4530-536.23-02	Medical Insurance - Life & ST Disability	2,957	3,449	4,341	6,063	7,284
451-4530-536.24-00	Worker's Compensation	18,065	21,192	27,263	35,038	30,438
451-4530-536.27-00	Pension GASB 68	(27,143)	39,380	168,876	-	-
	<b>Subtotal Personnel Services</b>	<b>\$ 769,461</b>	<b>\$ 902,300</b>	<b>\$ 1,414,927</b>	<b>\$ 1,638,810</b>	<b>\$ 1,957,980</b>
<b>Operating</b>						
451-4530-536.31-00	Professional Services	12,303	8,130	11,199	15,000	12,000
451-4530-536.34-00	Other Contractual Services	421	134,265	284,038	323,500	323,500
451-4530-536.40-00	Travel & Per Diem	-	-	-	70	70
451-4530-536.41-00	Communications Services	7,235	7,418	8,464	8,525	8,650
451-4530-536.42-00	Postage & Transportation	-	-	-	100	50
451-4530-536.43-00	Utility Services	20,239	21,309	22,239	23,500	23,500
451-4530-536.44-00	Rentals & Leases	3,700	1,223	1,354	5,000	4,400
451-4530-536.45-01	Insurance - Operating Liability	193,796	210,106	210,106	254,015	348,029
451-4530-536.45-02	Insurance - Auto Liability	3,942	4,345	4,345	5,294	5,421
451-4530-536.46-00	Repair & Maintenance Services	132,333	392,523	304,878	569,500	719,100
451-4530-536.46-05	Repair & Maintenance Services/Utility Lines	283,011	-	-	-	-
451-4530-536.47-00	Printing & Binding	1,415	1,708	1,084	1,700	1,400
451-4530-536.49-00	Other Charges/Obligations	403	1,864	38	2,110	1,500
451-4530-536.51-00	Office Supplies	1,766	779	1,815	2,500	2,000
451-4530-536.52-00	Operating Supplies	9,095	12,937	27,369	16,300	30,000
451-4530-536.52-01	Operating Supplies - Gasoline/Diesel/Lubric	33,047	49,833	55,905	55,000	55,000
451-4530-536.52-05	Operating Supplies - Uniforms	5,212	4,076	3,098	7,150	9,900
451-4530-536.54-01	Books/Pubs/Subsc/Memb - Prof Dues	-	-	-	550	550
451-4530-536.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	50	-	1,380	4,300	4,300
451-4530-536.55-00	Training	-	-	322	7,000	7,000
	<b>Subtotal Operating</b>	<b>\$ 707,968</b>	<b>\$ 850,516</b>	<b>\$ 937,634</b>	<b>\$ 1,301,114</b>	<b>\$ 1,556,370</b>
	<b>Total</b>	<b>\$ 1,477,429</b>	<b>\$ 1,752,816</b>	<b>\$ 2,352,561</b>	<b>\$ 2,939,924</b>	<b>\$ 3,514,350</b>



## ***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**

<b>Expenditures</b>	<b>2022 Actual</b>	<b>2023 Actual</b>	<b>2024 Budget</b>	<b>2025 Budget</b>
Salaries	\$ 878,527	\$ 1,168,831	\$ 1,288,305	\$ 1,561,993
Benefits	534,553	849,337	672,433	734,392
Operating	688,112	695,016	1,178,171	1,516,838
Supplies	89,696	92,260	141,700	140,550
<b>Total</b>	<b>\$ 2,190,888</b>	<b>\$ 2,805,444</b>	<b>\$ 3,280,609</b>	<b>\$ 3,953,773</b>

<b>Funding Source</b>				
Total	2,190,888	2,805,444	3,280,609	3,953,773
<b>Total</b>	<b>\$ 2,190,888</b>	<b>\$ 2,805,444</b>	<b>\$ 3,280,609</b>	<b>\$ 3,953,773</b>

### ***Our Accomplishments in 2023-24***

- ❖ Tested over 30,000 linear feet (LF) of gravity sewer mains.
- ❖ Installed eight (8) Smart Covers for manholes to help detect I & I.
- ❖ Responded to over 12,000 locate tickets.
- ❖ Replaced two (2) gravity sewer manholes.
- ❖ Restored full function to the Vacuum Sewer System.

### ***Goals and Objectives for 2024-25***

- ❖ Install at least eight (8) additional Smart Cover devices for manholes.
- ❖ Complete the installation of additional new manholes and force mains.
- ❖ Additional and continued smoke testing.
- ❖ Continue rehabilitation of manholes and additional main line lining.
- ❖ Continue efforts to remove I & I and direct flow out of the sewer system.

## UTILITIES - WASTEWATER COLLECTION

### Performance Measures

Activity	Actual 2021-2022	Actual 2022-2023	Expected 2023-2024	Proposed 2024-2025
Total manholes in collection system	4,475	4,100	4,150	4,200
Number of work orders	3,351	476	500	400
# Lift Stations in Service	75	75	82	82
Point Repairs	27	28	45	50
Linear Feet of Gravity Sewer Main	929,838	934,455	944,500	945,000
Linear Feet of sewer vacuum	44,231	44,027	45,000	46,000
Linear Feet of Force Main	357,512	360,723	364,000	365,000

### Authorized Positions

Full Time Equivalents	Funded 2023	Funded 2024	+/-	Funded 2025	Authorized & Unfunded
<b>Utilities -Water/Wastewater Collection</b>					
Utility Operations Manager	1.00	1.00	(1.00)	-	-
Wastewater Superintendent	-	-	1.00	1.00	-
Utility Systems Maintenance Supervisor	1.00	1.00	-	1.00	-
Utility Crew Leader	2.00	2.00	-	2.00	-
Utility Operations Technician	1.00	1.00	-	1.00	-
Utility Operations Specialist	1.00	1.00	-	1.00	-
Utility Field Specialist	3.00	2.00	-	2.00	-
Utility Field Locate Specialist	-	1.00	-	1.00	-
Vacuum Sewer Specialist	-	-	1.00	1.00	-
Equipment Operator IV	3.00	3.00	-	3.00	-
Utility Field Service Technician III	2.00	2.00	-	2.00	-
Utility Field Service Technician II	3.00	3.00	-	3.00	-
Utility Field Service Technician	2.00	2.00	-	2.00	-
Equipment Operator I	1.00	1.00	-	1.00	-
<b>Total Full Time Equivalents</b>	<b>20.00</b>	<b>20.00</b>	<b>1.00</b>	<b>21.00</b>	<b>-</b>

Account	Description	2021 Actual	2022 Actual	2023 Actual	2024 Budget	2025 Budget
<b>Personnel Services</b>						
451-4540-536.12-00	Regular Salaries & Wages	887,569	851,998	1,006,838	1,177,105	1,329,793
451-4540-536.12-02	Regular Salaries & Wages	4,150	-	-	-	-
451-4540-536.12-06	Reg Salaries - Opt Out Health Insurance	-	400	1,200	1,200	1,200
451-4540-536.12-10	Regular Salaries & Wages - OPEB	(71,646)	(82,950)	(69,402)	-	-
451-4540-536.14-00	Overtime	115,503	109,079	230,195	110,000	231,000
451-4540-536.21-00	FICA/Medicare Taxes	71,037	70,140	89,122	98,891	119,872
451-4540-536.22-01	Retirement Contributions	109,836	118,077	154,584	189,187	221,818
451-4540-536.23-00	Medical Insurance	194,226	248,400	318,759	336,598	348,437
451-4540-536.23-02	Medical Insurance - Life & ST Disability	5,319	5,556	6,356	7,610	8,545
451-4540-536.24-00	Worker's Compensation	29,877	31,093	36,634	40,147	35,720
451-4540-536.25-00	UNEMPLOYMENT COMP	43	137	1,821	-	-
451-4540-536.27-00	Pension GASB 68	(45,899)	61,150	242,061	-	-
	<b>Subtotal Personnel Services</b>	<b>\$ 1,300,015</b>	<b>\$ 1,413,080</b>	<b>\$ 2,018,168</b>	<b>\$ 1,960,738</b>	<b>\$ 2,296,385</b>
<b>Operating</b>						
451-4540-536.31-00	Professional Services	4,778	176,619	114,971	180,000	150,000
451-4540-536.34-00	Other Contractual Services	3,600	6,685	4,352	34,600	29,500
451-4540-536.40-00	Travel & Per Diem	-	-	-	70	70
451-4540-536.41-00	Communications Services	8,955	12,885	14,003	14,115	16,053
451-4540-536.42-00	Postage & Transportation	240	88	275	100	300
451-4540-536.43-00	Utility Services	1,625	1,339	2,112	2,500	2,500
451-4540-536.44-00	Rentals & Leases	216	-	11	1,000	500
451-4540-536.45-01	Insurance - Operating Liability	161,961	172,164	172,164	214,432	302,790
451-4540-536.45-02	Insurance - Auto Liability	5,728	13,621	13,621	16,004	19,015
451-4540-536.46-00	Repair & Maintenance Services	88,819	301,859	371,142	713,000	993,600
451-4540-536.46-05	Repair & Maintenance Services/Utility Lines	105,275	-	-	-	-
451-4540-536.47-00	Printing & Binding	1,415	1,708	1,741	1,650	1,750
451-4540-536.49-00	Other Charges/Obligations	871	1,144	624	700	760
451-4540-536.51-00	Office Supplies	663	128	518	1,000	750
451-4540-536.52-00	Operating Supplies	18,789	18,221	17,726	42,000	42,000
451-4540-536.52-01	Operating Supplies - Gasoline/Diesel/Lubric	43,363	65,074	68,369	68,000	68,000
451-4540-536.52-05	Operating Supplies - Uniforms	5,065	3,973	4,356	7,150	11,250
451-4540-536.54-01	Books/Pubs/Subsc/Memb - Prof Dues	-	-	203	1,550	1,550
451-4540-536.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	2,325	2,300	1,000	13,000	9,000
451-4540-536.55-00	Training	-	-	88	9,000	8,000
	<b>Subtotal Operating</b>	<b>\$ 453,688</b>	<b>\$ 777,808</b>	<b>\$ 787,276</b>	<b>\$ 1,319,871</b>	<b>\$ 1,657,388</b>
	<b>Total</b>	<b>\$ 1,753,703</b>	<b>\$ 2,190,888</b>	<b>\$ 2,805,444</b>	<b>\$ 3,280,609</b>	<b>\$ 3,953,773</b>

## 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	2021 Actual	2022 Actual	2023 Actual	2024 Budget	2025 Budget
<b>Personnel Services</b>						
451-7979-518.23-03	Medical/Life Insurance	57,218	63,341	58,324	14,682	18,000
	<b>Subtotal Personnel Services</b>	<b>\$ 57,218</b>	<b>\$ 63,341</b>	<b>\$ 58,324</b>	<b>\$ 14,682</b>	<b>\$ 18,000</b>
<b>Operating</b>						
451-7979-536.59-99	Non Classified Expense	5,475,861	5,692,063	5,749,375	-	-
	<b>Subtotal Operating</b>	<b>\$ 5,475,861</b>	<b>\$ 5,692,063</b>	<b>\$ 5,749,375</b>	<b>- \$</b>	<b>-</b>
<b>Capital</b>						
451-7979-536.69-99	Fixed Assets Capitalized	(94,312)	-	-	-	-
	<b>Subtotal Capital</b>	<b>\$ (94,312)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>-</b>
<b>Debt service</b>						
451-7979-536.71-18	Debt Service - Principal	-	-	-	1,123,282	1,150,747
451-7979-536.71-19	Debt Service - Principal	-	-	-	139,982	143,716
451-7979-536.71-20	Debt Service - Principal	-	-	-	24,506	25,175
451-7979-536.71-22	Debt Service - Principal	-	-	-	10,864	11,113
451-7979-536.71-24	Debt Service - Principal	-	-	-	575,991	590,408
451-7979-536.71-25	Debt Service - Principal	-	-	-	45,390	46,706
451-7979-536.71-26	Debt Service - Principal	-	-	-	922,621	942,658
451-7979-536.71-27	Debt Service - Principal	-	-	-	521,019	523,781
451-7979-536.71-28	Debt Service - Principal	-	-	-	534,735	56,210
451-7979-536.72-15	Debt Service - Interest	17,163	7,691	266	-	-
451-7979-536.72-16	Debt Service - Interest	28,827	14,327	1,565	-	-
451-7979-536.72-18	Debt Service - Interest	167,043	141,420	143,380	91,720	64,255
451-7979-536.72-19	Debt Service - Interest	39,059	35,581	31,924	29,434	25,700
451-7979-536.72-20	Debt Service - Interest	7,002	6,380	5,733	5,281	4,612
451-7979-536.72-21	Debt Service - Interest	150,043	47,271	-	-	-
451-7979-536.72-22	Debt Service - Interest	2,587	2,353	2,126	1,941	1,692
451-7979-536.72-24	Debt Service - Interest	187,533	174,108	159,580	148,042	133,625
451-7979-536.72-25	Debt Service - Interest	24,073	22,862	21,476	20,867	19,551
451-7979-536.72-26	Debt Service - Interest	305,999	287,031	267,854	274,422	254,385
451-7979-536.72-27	Debt Service - Interest	16,650	-	-	46,144	43,382
451-7979-536.72-28	Debt Service - Interest	39,559	54,902	72,336	5,769	3,455
451-7979-536.72-29	Debt Service - Interest	-	5,057	4,467	-	-
	<b>Subtotal Debt service</b>	<b>\$ 985,538</b>	<b>\$ 798,983</b>	<b>\$ 710,707</b>	<b>\$ 4,522,010</b>	<b>\$ 4,041,171</b>
<b>Transfers</b>						
451-7979-581.91-01	Transfer to Cap Rep Fund	3,510,900	4,530,290	13,063,596	6,217,022	7,764,511
	<b>Subtotal Transfers</b>	<b>\$ 3,510,900</b>	<b>\$ 4,530,290</b>	<b>\$ 13,063,596</b>	<b>\$ 6,217,022</b>	<b>\$ 7,764,511</b>
<b>Total \$</b>		<b>9,935,205</b>	<b>\$ 11,084,677</b>	<b>\$ 19,582,002</b>	<b>\$ 10,753,714</b>	<b>\$ 11,823,682</b>

# Water/Wastewater Capital Replacement Fund

## Revenue and Expenditures

Account	Description	2021 Actual	2022 Actual	2023 Actual	2024 Budget	2025 Budget
<b>Revenue</b>						
452-0000-334.32-30	Intergovernmental	1,864,808	-	-	-	-
452-0000-337.30-36	Intergovernmental	83,587	273,488	(272,895)	-	-
452-0000-361.10-00	Interest	242,958	268,819	633,815	-	-
452-0000-361.30-00	Interest	(229,851)	(749,344)	167,888	-	-
452-0000-361.40-00	Interest	27,666	(28,515)	(30,734)	-	-
452-0000-364-41-00	Disposition of Assets	-	27,082	-	-	-
452-0000-366-90-00	Contributions - Private Sources	-	(152)	-	-	-
452-0000-369-30-00	Refund Prior Year Expense	(52,671)	-	-	-	-
452-0000-381.45-20	Transfers	3,510,900	4,530,290	13,063,596	6,217,022	7,764,511
452-0000-381.91-02	Transfers	-	1,193,733	4,781,955	-	-
452-0000-389.98-00	Use of Reserves	-	-	-	15,997,273	14,488,648
<b>Total \$</b>		<b>5,447,397 \$</b>	<b>5,515,401 \$</b>	<b>18,343,625 \$</b>	<b>22,214,295 \$</b>	<b>22,253,159</b>

Account	Description	2021 Actual	2022 Actual	2023 Actual	2024 Budget	2025 Budget
<b>Operating</b>						
452-4510-536.31-00	Professional Services	-	-	-	375,000	-
452-4510-536.52-00	OPERATING SUPPLIES	-	-	-	-	-
	<b>Subtotal Operating</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>375,000 \$</b>	<b>-</b>
<b>Capital</b>						
452-4510-536.62-00	Buildings	-	-	10,480	-	-
452-4510-536.64-00	Machinery & Equipment	2,474	46,914	43,753	80,710	130,020
	<b>Subtotal Capital</b>	<b>\$ 2,474</b>	<b>\$ 46,914</b>	<b>\$ 54,233</b>	<b>\$ 80,710</b>	<b>\$ 130,020</b>
<b>Total \$</b>		<b>2,474 \$</b>	<b>46,914 \$</b>	<b>54,233 \$</b>	<b>455,710 \$</b>	<b>130,020</b>

# Water/Wastewater Capital Replacement Fund

## Revenue and Expenditures

Account	Description	2021 Actual	2022 Actual	2023 Actual	2024 Budget	2025 Budget
<b>Operating</b>						
452-4520-536.31-00	Professional Services	333,047	494,879	470,078	370,000	46,350
452-4520-536.34-00	Contractual Services	-	-	-	-	65,564
452-4520-536.46-00	Repair & Maintenance Services	-	-	58,656	62,741	56,275
	<b>Subtotal Operating</b>	<b>\$ 333,047</b>	<b>\$ 494,879</b>	<b>\$ 528,734</b>	<b>\$ 432,741</b>	<b>\$ 168,189</b>
<b>Capital</b>						
452-4520-536.63-00	Improve Other Than Bldg	1,788,117	4,390,647	2,244,820	313,771	2,597,612
452-4520-536.63-91	Improve Other Than Bldg	500	-	-	-	-
452-4520-536.64-00	Machinery & Equipment	80,272	84,028	109,801	128,618	90,041
	<b>Subtotal Capital</b>	<b>\$ 1,868,889</b>	<b>\$ 4,474,675</b>	<b>\$ 2,354,621</b>	<b>\$ 442,389</b>	<b>\$ 2,687,653</b>
<b>Total</b>		<b>\$ 2,201,936</b>	<b>\$ 4,969,554</b>	<b>\$ 2,883,355</b>	<b>\$ 875,130</b>	<b>\$ 2,855,842</b>

Account	Description	2021 Actual	2022 Actual	2023 Actual	2024 Budget	2025 Budget
<b>Operating</b>						
452-4530-536.31-00	Professional Services	140,506	65,607	40,050	-	-
452-4530-536.46-00	Repair & Maintenance Services	587,730	61,796	2,381,448	-	400,000
452-4530-536.52-00	Operating Supplies	-	-	-	-	-
	<b>Subtotal Operating</b>	<b>\$ 728,236</b>	<b>\$ 127,403</b>	<b>\$ 2,421,498</b>	<b>\$ -</b>	<b>\$ 400,000</b>
<b>Capital</b>						
452-4530-536.62-00	Buildings	-	-	67,271	-	500,000
452-4530-536.63-00	Improve Other Than Bldg	551,098	(574,995)	658,093	3,456,364	3,337,986
452-4530-536.64-00	Machinery & Equipment	52,316	171,496	89,406	162,318	268,649
	<b>Subtotal Capital</b>	<b>\$ 603,414</b>	<b>\$ (403,499)</b>	<b>\$ 814,770</b>	<b>\$ 3,618,682</b>	<b>\$ 4,106,635</b>
<b>Total</b>		<b>\$ 1,331,650</b>	<b>\$ (276,096)</b>	<b>\$ 3,236,268</b>	<b>\$ 3,618,682</b>	<b>\$ 4,506,635</b>

# Water/Wastewater Capital Replacement Fund

## Revenue and Expenditures

Account	Description	2021 Actual	2022 Actual	2023 Actual	2024 Budget	2025 Budget
<b>Operating</b>						
452-4540-536.31-00	Professional Services	195,839	146,052	182,519	-	-
452-4540-536.46-00	Repair & Maintenance Services	-	-	100,283	-	1,300,000
	<b>Subtotal Operating</b>	<b>\$ 195,839</b>	<b>\$ 146,052</b>	<b>\$ 282,802</b>	<b>\$ -</b>	<b>\$ 1,300,000</b>
<b>Capital</b>						
452-4540-536.62-00	Buildings	-	-	48,271	-	-
452-4540-536.63-00	Improve Other Than Bldg	2,137,947	830,426	2,648,979	955,000	235,000
452-4540-536.64-00	Machinery & Equipment	531,372	302,702	273,906	788,840	112,551
	<b>Subtotal Capital</b>	<b>\$ 2,669,319</b>	<b>\$ 1,133,128</b>	<b>\$ 2,971,156</b>	<b>\$ 1,743,840</b>	<b>\$ 347,551</b>
<b>Total \$</b>		<b>2,865,158</b>	<b>\$ 1,279,180</b>	<b>\$ 3,253,958</b>	<b>\$ 1,743,840</b>	<b>\$ 1,647,551</b>

Account	Description	2021 Actual	2022 Actual	2023 Actual	2024 Budget	2025 Budget
<b>Operating</b>						
452-4525-536.31-00	Professional Services	-	-	-	35,000	-
452-4525-536.46-00	Repair & Maintenance Services	-	8,638	102,250	109,274	163,909
	<b>Subtotal Operating</b>	<b>\$ -</b>	<b>\$ 8,638</b>	<b>\$ 102,250</b>	<b>\$ 144,274</b>	<b>\$ 163,909</b>
<b>Capital</b>						
452-4525-536.63-00	Improve Other Than Bldg	173,883	291,897	58,000	961,636	-
452-4525-536.64-00	Machinery & Equipment	-	80,418	-	-	-
	<b>Subtotal Capital</b>	<b>\$ 173,883</b>	<b>\$ 372,315</b>	<b>\$ 58,000</b>	<b>\$ 961,636</b>	<b>\$ -</b>
<b>Total \$</b>		<b>173,883</b>	<b>\$ 380,953</b>	<b>\$ 160,250</b>	<b>\$ 1,105,910</b>	<b>\$ 163,909</b>

Account	Description	2021 Actual	2022 Actual	2023 Actual	2024 Budget	2025 Budget
<b>Operating</b>						
452-4527-536.31-00	Professional Services	-	254,988	73,466	250,000	-
452-4527-536.46-00	Repair & Maintenance Services	-	-	-	-	1,950,000
	<b>Subtotal Operating</b>	<b>\$ -</b>	<b>\$ 254,988</b>	<b>\$ 73,466</b>	<b>\$ 250,000</b>	<b>\$ 1,950,000</b>
<b>Capital</b>						
452-4527-536.62-00	IMPROVE OTHER THAN BLDG	-	-	7,084	-	250,000
452-4527-536.63-00	IMPROVE OTHER THAN BLDG	-	244,082	623,855	8,320,400	850,000
452-4527-536.63-91	Improve Other Than Bldg	790,047	365,226	3,766,712	-	-
452-4527-536.64-00	Machinery & Equipment	100,372	663,216	311,056	207,551	115,927
	<b>Subtotal Capital</b>	<b>\$ 890,419</b>	<b>\$ 1,272,524</b>	<b>\$ 4,708,707</b>	<b>\$ 8,527,951</b>	<b>\$ 1,215,927</b>
<b>Total \$</b>		<b>890,419</b>	<b>\$ 1,527,512</b>	<b>\$ 4,782,173</b>	<b>\$ 8,777,951</b>	<b>\$ 3,165,927</b>

# Water/Wastewater Capital Replacement Fund

## Revenue and Expenditures

Account	Description	2021 Actual	2022 Actual	2023 Actual	2024 Budget	2025 Budget
<b>Operating</b>						
452-4528-536.31-00	Professional Services	27,183	3,398	39,317	50,000	-
452-4528-536.46-00	Repair & Maintenance Services	139,905	70,879	-	-	240,000
	<b>Subtotal Operating</b>	<b>\$ 167,088</b>	<b>\$ 74,277</b>	<b>\$ 39,317</b>	<b>\$ 50,000</b>	<b>\$ 240,000</b>
<b>Capital</b>						
452-4528-536.63-00	IMPROVE OTHER THAN BLDG	-	-	109,310	1,540,000	2,452,000
452-4528-536.63-91	Improve Other Than Bldg	-	285,920	580,522	-	-
452-4528-536.64-00	Machinery & Equipment	375,781	105,052	294,652	117,072	106,275
	<b>Subtotal Capital</b>	<b>\$ 375,781</b>	<b>\$ 390,972</b>	<b>\$ 984,484</b>	<b>\$ 1,657,072</b>	<b>\$ 2,558,275</b>
<b>Total</b>		<b>\$ 542,869</b>	<b>\$ 465,249</b>	<b>\$ 1,023,801</b>	<b>\$ 1,707,072</b>	<b>\$ 2,798,275</b>

Account	Description	2021 Actual	2022 Actual	2023 Actual	2024 Budget	2025 Budget
<b>Operating</b>						
452-4529-536.31-00	Professional Services	36,760	-	60,896	-	-
452-4529-536.46-00	Repair & Maintenance Services	27,732	-	115,350	-	1,025,000
	<b>Subtotal Operating</b>	<b>\$ 64,492</b>	<b>\$ -</b>	<b>\$ 176,246</b>	<b>\$ -</b>	<b>\$ 1,025,000</b>
<b>Capital</b>						
452-4529-536.63-00	Improve Other Than Bldg	492,272	32,342	-	3,930,000	5,660,000
452-4529-536.64-00	Machinery & Equipment	484,164	83,711	202,937	-	300,000
	<b>Subtotal Capital</b>	<b>\$ 976,436</b>	<b>\$ 116,053</b>	<b>\$ 202,937</b>	<b>\$ 3,930,000</b>	<b>\$ 5,960,000</b>
<b>Total</b>		<b>\$ 1,040,928</b>	<b>\$ 116,053</b>	<b>\$ 379,183</b>	<b>\$ 3,930,000</b>	<b>\$ 6,985,000</b>

Account	Description	2021 Actual	2022 Actual	2023 Actual	2024 Budget	2025 Budget
<b>Transfers</b>						
452-7979-591.99-90	Other Uses	(7,566,917)	(7,396,278)	(12,148,909)	-	-
	<b>Subtotal Transfers</b>	<b>\$ (7,566,917)</b>	<b>\$ (7,396,278)</b>	<b>\$ (12,148,909)</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Total</b>		<b>\$ (7,566,917)</b>	<b>\$ (7,396,278)</b>	<b>\$ (12,148,909)</b>	<b>\$ -</b>	<b>\$ -</b>



# Water Impact Fees Fund

## Revenue and Expenditures

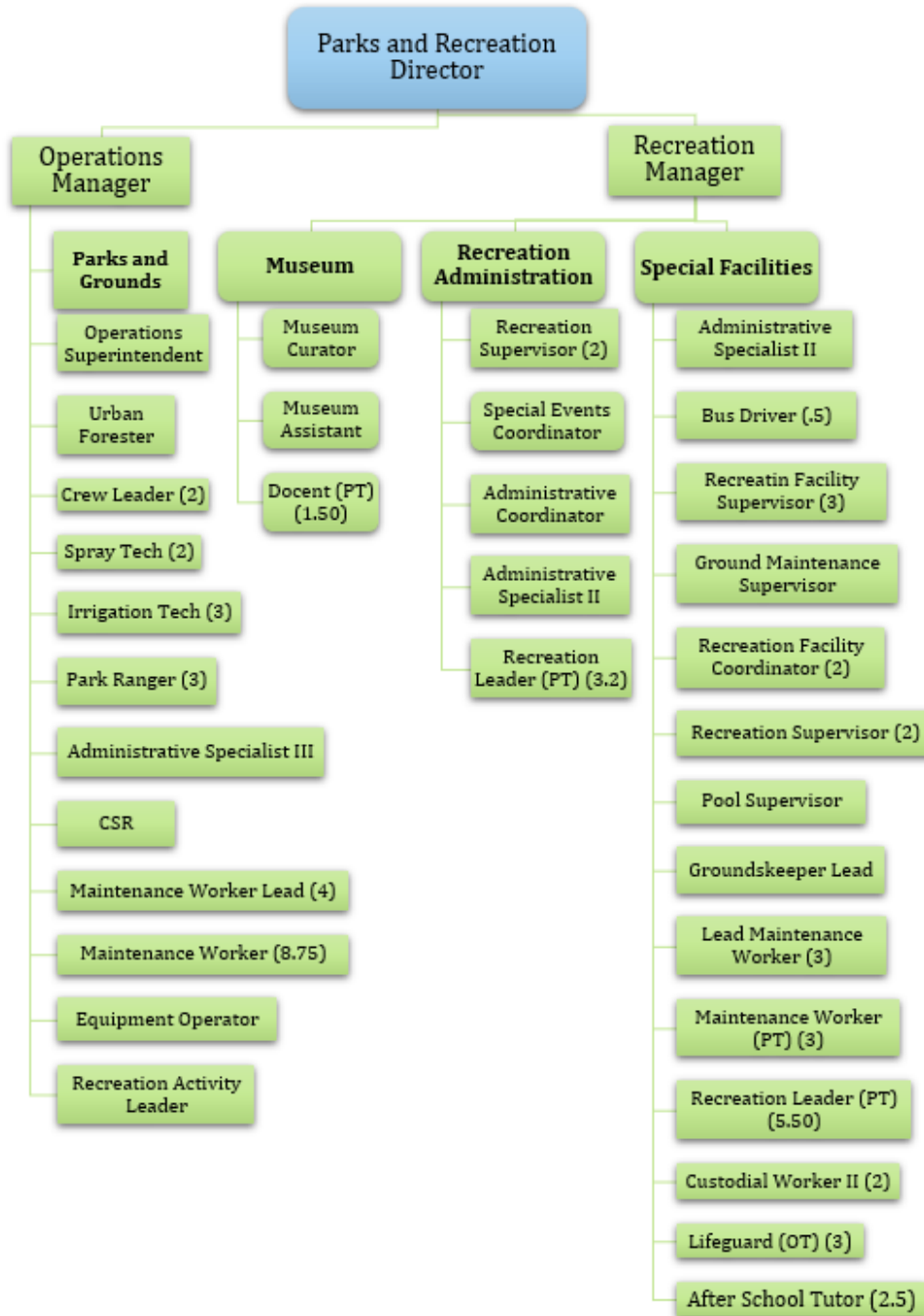
Account	Description	2021 Actual	2022 Actual	2023 Actual	2024 Budget	2025 Budget
<b>Revenue</b>						
460-0000-324.21-61	Residential	1,195,868	1,585,500	974,114	700,000	513,410
460-0000-324.22-61	Commercial	716,630	107,646	228,496	130,000	111,000
460-0000-334.35-20	GRANT - SJWMD MILL CREEK	3,136	-	-	-	-
460-0000-361.10-00	Interest	54,628	77,648	203,031	230,405	204,466
460-0000-361.30-00	Interest - Unrealized	(52,455)	(216,239)	51,666	156,691	174,471
460-0000-361.40-00	Interest - Realized	6,436	(8,349)	(10,337)	(18,154)	(13,815)
460-0000-389.98-00	Use of Reserves	-	-	-	51,058	900,468
	<b>Subtotal Revenue</b>	<b>\$ 1,924,243</b>	<b>\$ 1,546,206</b>	<b>\$ 1,446,970</b>	<b>\$ 1,250,000</b>	<b>\$ 1,890,000</b>
<b>Expenditure</b>						
460-4520-536.31-00	Professional Services	5,122	260,005	467,335	-	-
460-4520-536.63-00	Improve Other Than Bldg	6,803	(6,803)	-	200,000	-
460-4530-536.46-00	REPAIR & MAINTENANCE SERV	5,255	-	-	-	-
460-4530-536.49-00	Other Charges/Obligations	-	6,186	5,862	-	-
460-4530-536.63-00	Improve Other Than Bldg	-	-	-	250,000	1,090,000
460-7979-536.59-99	Depreciation Expense	2,562	2,837	2,663	-	-
460-7979-581.91-45	W/S Utility Fund	500,000	800,000	800,000	800,000	800,000
460-7979-590.99-90	Additions to Reserve	-	-	-	-	-
	<b>Subtotal Expenditure</b>	<b>\$ 519,742</b>	<b>\$ 1,062,225</b>	<b>\$ 1,275,860</b>	<b>\$ 1,250,000</b>	<b>\$ 1,890,000</b>
<b>Total \$</b>		<b>1,404,501</b>	<b>\$ 483,981</b>	<b>\$ 171,110</b>	<b>\$ -</b>	<b>-</b>

# Wastewater Impact Fees Fund

## Revenue and Expenditures

Account	Description	2021 Actual	2022 Actual	2023 Actual	2024 Budget	2025 Budget
<b>Revenue</b>						
470-0000-324.21-62	Residential	2,582,507	3,493,370	2,117,079	1,800,000	1,047,514
470-0000-324.22-62	Commercial	1,602,807	172,002	481,550	200,000	248,599
470-0000-361.10-00	Interest	108,213	173,940	520,219	565,565	558,034
470-0000-361.30-00	Interest - Unrealized	(104,469)	(482,549)	121,709	384,000	470,909
470-0000-361.40-00	Interest - Realized	12,707	(19,088)	(25,237)	(43,344)	(37,458)
470-0000-389.98-00	Use of Reserves	-	-	-	1,803,779	1,682,402
	<b>Subtotal Revenue</b>	<b>\$ 4,201,765</b>	<b>\$ 3,337,675</b>	<b>\$ 3,215,320</b>	<b>\$ 4,710,000</b>	<b>\$ 3,970,000</b>
<b>Expenditure</b>						
470-4528-536.46-00	Repair & Maintenance Services	-	-	-	-	2,620,000
470-4528-536.63-00	Improve Other Than Bldg	-	-	-	-	1,000,000
470-4540-536.49-00	Other Charges/Obligations	10,391	13,714	14,842	-	-
470-4540-536.63-00	Improve Other Than Bldg	-	-	543,263	2,310,000	-
470-4540-536.64-00	Machinery & Equipment	-	-	-	2,100,000	50,000
470-7979-536.59-99	Depreciation Expense	9,833	10,889	10,221	-	-
470-7979-536.69-99	Fixed Assets Capitalized	-	-	(543,263)	-	-
470-7979-581.91-45	W/S Utility Fund	300,000	300,000	300,000	300,000	300,000
470-7979-590.99-90	Additions to Reserves	-	-	-	-	-
	<b>Subtotal Expenditure</b>	<b>\$ 320,224</b>	<b>\$ 324,603</b>	<b>\$ 325,063</b>	<b>\$ 4,710,000</b>	<b>\$ 3,970,000</b>
<b>Total \$</b>		<b>3,881,541</b>	<b>\$ 3,013,072</b>	<b>\$ 2,890,257</b>	<b>\$ -</b>	<b>\$ -</b>

# PARKS AND RECREATION DEPARTMENT



## Mission Statement

To enhance the quality of life by providing safe, well-maintained parks and public places, preserving open space and historic resources, caring for people, strengthening the bonds of the community and creating healthy programming and events for renewal, growth, and enrichment.

## Role of Recreation Department

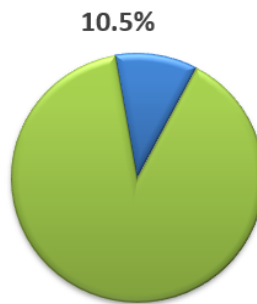
The Parks and Recreation Department strives to enhance resident's quality of life by providing safe, well-maintained parks, public facilities, preserving open space and historic resources, strengthening the bonds of the community, and creating healthy programming and events for renewal, growth, and enrichment.

### Summary

Expenditures	2022 Actual	2023 Actual	2024 Budget	2025 Budget
Salaries	\$ 2,654,481	\$ 3,183,287	\$ 3,548,258	\$ 3,681,588
Benefits	1,213,823	1,560,468	1,605,480	1,701,274
Operating	1,685,820	2,437,047	2,009,784	2,295,899
Supplies	394,156	614,894	466,658	465,205
Debt service	7,575	7,574	-	-
<b>Total</b>	<b>\$ 5,955,855</b>	<b>\$ 7,803,270</b>	<b>\$ 7,630,180</b>	<b>\$ 8,143,966</b>

Funding Source				
Total	5,955,855	7,803,270	7,630,180	8,143,966
<b>Total</b>	<b>\$ 5,955,855</b>	<b>\$ 7,803,270</b>	<b>\$ 7,630,180</b>	<b>\$ 8,143,966</b>

Recreation Department as a percentage of General Fund



## *Recreation Division*

Sanford's Recreation Department efficiently delivers a comprehensive offering of both active and passive recreation as well as special events for all ages and interests. The division strives to meet and exceed the expectations of our residents while attracting new visitors and businesses. Recreation staff actively collaborates with community members and organizations to facilitate participation, sponsor programs and activities. We strive to develop new and innovative program options and deliver enriching activities which encourage physical health, and promote intellectual curiosity, creativity, social development and lifelong learning.

### Summary

<b>Expenditures</b>	<b>2022 Actual</b>	<b>2023 Actual</b>	<b>2024 Budget</b>	<b>2025 Budget</b>
Salaries	\$ 619,198	\$ 717,353	\$ 668,892	\$ 708,108
Benefits	300,671	377,843	387,229	369,419
Operating	248,055	292,707	300,487	357,939
Supplies	64,189	71,060	82,871	89,665
Debt service	3,906	3,905	-	-
Total \$	1,236,019	\$ 1,462,868	\$ 1,439,479	\$ 1,525,131

<b>Funding Source</b>				
Total	1,236,019	1,462,868	1,439,479	1,525,131
Total \$	1,236,019	\$ 1,462,868	\$ 1,439,479	\$ 1,525,131

### *Our Accomplishments in 2023-24*

- ❖ Increased the number of youth mentoring participants at the Velma H. Williams Westside Community Center.
- ❖ Added additional participants to all ongoing programs at the Jeff Triplett Community Center, to include camps, afterschool, and additional summer opportunities.
- ❖ Reorganized the layout of the July 4th event without using Ft. Mellon Park (due to construction). Event guests raved at the new layout and the addition of food trucks to the event.
- ❖ Organized another successful Memorial Day Remembrance event with one of our largest crowds in attendance. The addition of live music and a static

display of EMS and Military vehicles was popular.

- ❖ The Holiday Parade of Lights attracted thousands of spectators and included additional barricades to keep the public safe all along the parade route, making for a safer event.

### *Goals and Objectives for 2024-25*

- ❖ Work to find avenues to include more of our teenage residents in our programs. This project will include participants at both the Jeff Triplett Center and the Velma H. Williams Westside Center.
- ❖ Bring Ft. Mellon Park back into the City sponsored special event venues following the reconstruction of the parade field.
- ❖ Add additional amenities to the Jeff Triplett Community Center for the afterschool program, camps, and athletic programs.
- ❖ Begin planning additional programming, rental cost plans, staffing needs and directives for the new fields being developed adjoining the Velma H. Williams Westside Center.
- ❖ Work with SCPS to add additional schools into the plan to transport kids from school to the Jeff Triplett Community Center. This would alleviate the need for city provided transportation and reduce staff time.

<b>RECREATION - RECREATION DIVISION</b>				
<b>Performance Measures</b>				
<b>Activity</b>	<b>Actual 2021-2022</b>	<b>Actual 2022-2023</b>	<b>Expected 2023-2024</b>	<b>Proposed 2024-2025</b>
Special event permits	164	102	121	115
Youth league registrations	1,172	1,316	1,505	1,700
Adult league registrations	1,015	1,122	1,207	1,400
Youth camps	775	775	800	800

# Authorized Positions

Full Time Equivalents	Funded 2023	Funded 2024	+/-	Funded 2025	Authorized & Unfunded
<b>Recreation</b>					
Recreation Director	1.00	1.00	-	1.00	-
Recreation Manager	1.00	1.00	-	1.00	-
Recreation Supervisor	2.00	2.00	-	2.00	-
Special Events Coordinator	1.00	1.00	-	1.00	-
Special Event Supervisor	-	-	-	-	1.00
Administrative Coordinator	-	-	1.00	1.00	-
Administrative Specialist III	1.00	1.00	(1.00)	-	-
Administrative Specialist I	-	-	-	-	-
Administrative Specialist II	1.00	1.00	-	1.00	-
Maintenance Worker	-	-	-	-	1.00
Recreation Leader (Part-Time)	3.20	3.20	-	3.20	-
<b>Total Full Time Equivalents</b>	<b>10.20</b>	<b>10.20</b>	<b>-</b>	<b>10.20</b>	<b>2.00</b>

## Recreation

Account	Description	2021 Actual	2022 Actual	2023 Actual	2024 Budget	2025 Budget
<b>Personnel Services</b>						
001-5501-572.12-00	Regular Salaries & Wages	483,484	490,192	541,509	524,969	560,860
001-5501-572.12-02	Regular Salaries - Additional Pays	11,406	10,400	12,704	5,580	9,860
001-5501-572.12-06	Reg Salaries - Opt Out Health Insurance	1,200	2,100	1,600	1,080	1,020
001-5501-572.13-00	Part Time Wages	63,068	88,161	117,075	99,013	95,568
001-5501-572.14-00	Overtime	20,760	28,345	44,465	38,250	40,800
001-5501-572.21-00	FICA/Medicare Taxes	41,804	45,034	52,924	51,385	54,394
001-5501-572.22-01	Retirement Contributions - FRS	77,792	89,388	111,602	137,133	126,872
001-5501-572.23-00	Medical Insurance	100,362	145,153	189,817	175,385	165,642
001-5501-572.23-02	Medical Insurance - Life & ST Disability	3,231	3,717	3,803	4,419	4,604
001-5501-572.24-00	Worker's Compensation	14,932	17,057	19,697	18,907	17,907
001-5501-572.25-00	Unemployment	656	322	-	-	-
	<b>Subtotal Personnel Services</b>	<b>\$ 818,695</b>	<b>\$ 919,869</b>	<b>\$ 1,095,196</b>	<b>\$ 1,056,121</b>	<b>\$ 1,077,527</b>
<b>Operating</b>						
001-5501-572.34-00	Other Contractual Services	52,306	46,369	69,824	61,263	77,000
001-5501-572.40-00	Travel & Per Diem	497	1,576	3,475	4,409	5,383
001-5501-572.41-00	Communications Services	4,890	6,009	5,821	5,901	5,894
001-5501-572.42-00	Postage & Transportation	158	104	193	150	200
001-5501-572.44-00	Rentals & Leases	2,391	3,664	4,777	3,665	4,962
001-5501-572.44-10	Rentals & Leases/GASB87	-	6,468	(3,906)	-	-
001-5501-572.45-01	Insurance - Operating Liability	44,971	49,447	65,151	50,925	74,251
001-5501-572.45-02	Insurance - Auto Liability	1,547	1,374	1,173	1,462	1,498
001-5501-572.46-00	Repair & Maintenance Services	6,021	9,483	8,807	10,225	11,000
001-5501-572.47-00	Printing & Binding	3,519	2,605	1,989	2,920	3,000
001-5501-572.48-00	Promotional Activities	112,433	108,355	121,423	145,900	160,500
001-5501-572.49-00	Other Charges/Obligations	8,094	12,601	13,980	13,667	14,251
001-5501-572.51-00	Office Supplies	805	946	1,757	1,800	2,000
001-5501-572.52-00	Operating Supplies	58,261	60,149	67,014	73,251	81,000
	Operating Supplies - Gasoline/Diesel/Lubric	-	106	132	-	-
001-5501-572.52-05	Operating Supplies - Uniforms	1,385	1,251	644	3,000	2,500
001-5501-572.54-01	Books/Pubs/Subsc/Memb - Prof Dues	679	504	759	2,450	1,865
001-5501-572.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	1,470	1,233	754	2,370	2,300
	<b>Subtotal Operating</b>	<b>\$ 299,427</b>	<b>\$ 312,244</b>	<b>\$ 363,767</b>	<b>\$ 383,358</b>	<b>\$ 447,604</b>
<b>Debt service</b>						
001-5501-572.71-01	Lease Payment/GASB87	-	3,670	3,771	-	-
001-5501-572.72-01	Int Payment/GASB87	-	236	134	-	-
	<b>Subtotal Debt service</b>	<b>\$ -</b>	<b>\$ 3,906</b>	<b>\$ 3,905</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Total</b>		<b>\$ 1,118,122</b>	<b>\$ 1,236,019</b>	<b>\$ 1,462,868</b>	<b>\$ 1,439,479</b>	<b>\$ 1,525,131</b>



## 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
- Sanford Senior Center
- Historic Sanford Memorial Stadium
- Chase Park at the Eckstein Youth Sports Complex
- Larry A. Dale Aquatic Center (LADAC)
- Velma H. Williams Westside Community Center
- Jeff Triplett Community Center
- Pinehurst Park
- Tim Raines Sports Park
- Derby Park at Mike Kirby Park
- Monroe Hall

### Summary

Expenditures	2022 Actual	2023 Actual	2024 Budget	2025 Budget
Salaries	\$ 874,180	\$ 1,023,372	\$ 1,346,076	\$ 1,363,612
Benefits	346,882	468,934	443,884	561,269
Operating	458,306	512,628	456,409	569,459
Supplies	158,610	352,660	178,694	187,194
Debt service	1,290	1,290	-	-
<b>Total</b>	<b>\$ 1,839,268</b>	<b>\$ 2,358,884</b>	<b>\$ 2,425,063</b>	<b>\$ 2,681,534</b>

Funding Source				
Total	1,839,268	2,358,884	2,425,063	2,681,534
<b>Total</b>	<b>\$ 1,839,268</b>	<b>\$ 2,358,884</b>	<b>\$ 2,425,063</b>	<b>\$ 2,681,534</b>

### *Our Accomplishments in 2023-24*

- ❖ Sanford has continued to lead the nation in Soap Box Derby Rally Races with a total of over 500 Rallies held in Sanford at Kirby Park. This program attracts participants from all over the nation.
- ❖ The Westside Youth Mentoring program has taken multiple trips to colleges and universities for cultural and college tours in association with SCPS.

- ❖ Added a new spring break camp at the Jeff Triplett Community Center to provide the residents with a service for their children during the public schools spring break week.
- ❖ Introduced a virtual tour of the Sanford Museum. This creative tour spotlights many of the artifacts that make Sanford's history come alive.
- ❖ A record five All-Star teams won Babe Ruth District Tournaments and represented Sanford and Central Florida in State Tournaments held throughout the state.

### *Goals and Objectives for 2024-25*

- ❖ Explore new avenues to add programs and activities with contractors and volunteers to produce additional leisure service opportunities at little or no cost to the City.
- ❖ Produce creative sponsor programs and packages to entice local and national organizations to provide financial support to our programs, facilities, and transportation needs.
- ❖ The Sanford Museum guest lecturer program has continued to grow and with this growth comes the potential for exciting new elements to the Museum. The goal is to continue to grow this program.
- ❖ Provide security cameras, better lighting, and other safety features for all our special facilities. Currently, the facilities that are open to the public need these features to keep both staff and participants safe.
- ❖ Update all training, maintenance, and facility manuals. Current staff will begin working to develop a written plan of information on the innerworkings of a facility or programs. This will assist in staffing transitions and training.

# RECREATION - SPECIAL FACILITIES

## Performance Measures

Activity	Actual 2021-2022	Actual 2022-2023	Expected 2023-2024	Proposed 2024-2025
Facility volunteer hours	750	1,040	1,300	1,300
Total facility rentals	375	360	300	300

## Authorized Positions

Full Time Equivalents	Funded 2023	Funded 2024	+/-	Funded 2025	Authorized & Unfunded
<b>Recreation - Special Facilities</b>					
Recreation Facility Supervisor	4.00	4.00	(1.00)	3.00	-
Grounds Maintenance Supervisor	-	-	1.00	1.00	-
Bus Driver (Part-Time)	0.50	0.50	-	0.50	-
Recreation Facility Coordinator	1.00	2.00	-	2.00	-
Administrative Specialist II	1.00	1.00	-	1.00	-
Recreation Supervisor	2.00	2.00	-	2.00	1.00
Pool Supervisor	1.00	1.00	-	1.00	-
Groundskeeper, Lead	1.00	1.00	-	1.00	-
Lead Maintenance Worker*	3.00	3.00	-	3.00	-
Custodial Worker II	2.00	2.00	-	2.00	-
Maintenance Worker (Part-Time)*	3.00	3.00	-	3.00	-
Lifeguard (Part-Time)	3.00	3.00	-	3.00	1.00
After School Tutor (Part-Time)	2.50	2.50	-	2.50	-
Recreation Leader (Part-Time)	5.50	5.50	-	5.50	0.25
<b>Total Full Time Equivalents</b>	<b>29.50</b>	<b>30.50</b>	<b>-</b>	<b>30.50</b>	<b>2.25</b>

## Recreation Special Facilities

Account	Description	2021 Actual	2022 Actual	2023 Actual	2024 Budget	2025 Budget
<b>Personnel Services</b>						
001-5502-575.12-00	Regular Salaries & Wages	500,921	570,773	610,664	700,992	732,679
001-5502-575.12-02	Regular Salaries - Additional Pays	7,394	7,200	7,800	9,720	9,180
001-5502-575.12-06	Reg Salaries - Opt Out Health Insurance	8,200	7,500	8,200	7,560	7,140
001-5502-575.13-00	Part Time Wages	210,052	219,032	330,309	564,804	555,113
001-5502-575.14-00	Overtime	45,884	69,675	66,399	63,000	59,500
001-5502-575.21-00	FICA/Medicare Taxes	56,936	64,376	75,688	101,925	103,226
001-5502-575.22-01	Retirement Contributions - FRS	88,959	100,479	126,536	42,254	192,203
001-5502-575.23-00	Medical Insurance	110,873	140,902	217,565	234,650	206,555
001-5502-575.23-02	Medical Insurance - Life & ST Disability	3,484	3,825	4,635	10,243	10,333
001-5502-575.24-00	Worker's Compensation	34,989	37,171	44,510	54,812	48,952
001-5502-575.25-00	Unemployment Compensation	2,035	129	-	-	-
	<b>Subtotal Personnel Services</b>	<b>\$ 1,069,727</b>	<b>\$ 1,221,062</b>	<b>\$ 1,492,306</b>	<b>\$ 1,789,960</b>	<b>\$ 1,924,881</b>
<b>Operating</b>						
001-5502-575.34-00	Other Contractual Services	24,474	25,162	18,278	29,838	30,500
001-5502-575.40-00	Travel & Per Diem	-	-	-	471	400
001-5502-575.41-00	Communications Services	9,612	10,540	19,537	11,216	12,139
001-5502-575.42-00	Postage & Transportation	190	4	25	-	25
001-5502-575.43-00	Utility Services	178,576	206,886	230,090	210,000	237,715
001-5502-575.44-00	Rentals & Leases	7,830	8,009	13,552	9,225	11,444
001-5502-575.44-10	Rentals & Leases/GASB87	-	2,137	(1,290)	-	-
001-5502-575.45-01	Insurance - Operating Liability	11,332	12,544	16,471	19,357	26,638
001-5502-575.45-02	Insurance - Auto Liability	220	602	907	1,462	1,158
001-5502-575.46-00	Repair & Maintenance Services	131,374	181,029	206,858	161,726	236,500
001-5502-575.47-00	Printing & Binding	428	523	556	600	660
001-5502-575.48-00	Promotional Activities	196	10,207	7,464	11,825	11,825
001-5502-575.49-00	Other Charges/Obligations	1,058	663	180	689	455
001-5502-575.51-00	Office Supplies	1,525	1,679	1,602	2,000	2,000
001-5502-575.52-00	Operating Supplies	99,443	131,393	326,115	151,000	154,500
001-5502-575.52-01	Operating Supplies - Gasoline/Diesel/Lubric	9,756	20,227	19,810	18,000	23,000
001-5502-575.52-05	Operating Supplies - Uniforms	4,209	5,311	5,133	7,249	7,249
001-5502-575.54-01	Books/Pubs/Subsc/Memb - Prof Dues	-	-	-	160	160
001-5502-575.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	-	-	-	285	285
	<b>Subtotal Operating</b>	<b>\$ 480,223</b>	<b>\$ 616,916</b>	<b>\$ 865,288</b>	<b>\$ 635,103</b>	<b>\$ 756,653</b>
<b>Debt service</b>						
001-5502-575.71-01	Lease Payment/GASB87	-	1,212	1,246	-	-
001-5502-575.72-01	Int Payment/GASB87	-	78	44	-	-
	<b>Subtotal Debt service</b>	<b>\$ -</b>	<b>\$ 1,290</b>	<b>\$ 1,290</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Total</b>		<b>\$ 1,549,950</b>	<b>\$ 1,839,268</b>	<b>\$ 2,358,884</b>	<b>\$ 2,425,063</b>	<b>\$ 2,681,534</b>

## Parks and Grounds

The Parks and Grounds division is responsible for the operation and maintenance of the Cemetery, 29 City parks, 20 traffic medians, 18 facilities, 6 sign locations, 3 trails and the historic downtown CRA district for a total of 282 acres. This division is responsible for a variety of activities including:

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

### Summary

<b>Expenditures</b>	<b>2022 Actual</b>	<b>2023 Actual</b>	<b>2024 Budget</b>	<b>2025 Budget</b>
Salaries	\$ 1,032,160	\$ 1,285,431	\$ 1,370,278	\$ 1,438,728
Benefits	512,616	644,212	700,248	697,151
Operating	959,324	1,597,819	1,222,396	1,319,256
Supplies	163,203	188,930	193,975	177,015
Debt service	2,379	2,379	-	-
<b>Total</b>	<b>\$ 2,669,682</b>	<b>\$ 3,718,771</b>	<b>\$ 3,486,897</b>	<b>\$ 3,632,150</b>

<b>Funding Source</b>				
<b>Total</b>	2,669,682	3,718,771	3,486,897	3,632,150
<b>Total</b>	<b>\$ 2,669,682</b>	<b>\$ 3,718,771</b>	<b>\$ 3,486,897</b>	<b>\$ 3,632,150</b>

## *Our Accomplishments in 2023-24*

- ❖ Completed Cemetery restroom rehab.
- ❖ Replaced safety surface at Ft. Mellon Playground.
- ❖ Installed ticket booth at Ft. Mellon Park.
- ❖ Installed cameras at Ft. Mellon Park.
- ❖ Completed annual tree pruning and removals in several parks, trails and facilities.

## *Goals and Objectives for 2024-25*

- ❖ Conduct a tree survey along Riverwalk, Downtown and all Park Facilities.
- ❖ Complete Lake Carola wall design.
- ❖ Complete Groveview Park playground installation.
- ❖ Complete Lee P. Moore Park Rehab, tennis/pickleball courts, and parking lot re-pave.
- ❖ Complete the picnic table replacement at Ft. Mellon Park.

<b>RECREATION - PARKS AND GROUNDS</b>				
<b>Performance Measures</b>				
<b>Activity</b>	<b>Actual 2021-2022</b>	<b>Actual 2022-2023</b>	<b>Expected 2023-2024</b>	<b>Proposed 2024-2025</b>
Acres Maintained	282	282	282	283
Acres Contracted	184	184	184	184
Acres In-House	98	98	98	99
Work orders generated	-	-	40	75
Work orders completed	-	-	38	75
Special Events	40	40	66	50

## Authorized Positions

Full Time Equivalents	Funded 2023	Funded 2024	+/-	Funded 2025	Authorized & Unfunded
<b>Recreation-Parks and Grounds Operations</b>					
Operations Manager	1.00	1.00	-	1.00	-
Operations Superintendent	1.00	1.00	-	1.00	-
Urban Forester	1.00	1.00	-	1.00	-
Crew Leader	2.00	2.00	-	2.00	1.00
Spray Technician	2.00	2.00	-	2.00	-
Irrigation Technician	2.00	3.00	-	3.00	-
Park Ranger	3.00	3.00	-	3.00	-
Administrative Specialist III	1.00	1.00	-	1.00	-
Equipment Operator II	1.00	1.00	-	1.00	-
Customer Service Representative	1.00	1.00	-	1.00	-
Maintenance Worker, Lead	3.00	4.00	-	4.00	-
Maintenance Worker	9.00	8.50	0.25	8.75	1.25
Recreation Activity Leader (part-time)	1.00	1.00	-	1.00	-
<b>Total Full Time Equivalents</b>	<b>28.00</b>	<b>29.50</b>	<b>0.25</b>	<b>29.75</b>	<b>2.25</b>

## Parks and Grounds

Account	Description	2021 Actual	2022 Actual	2023 Actual	2024 Budget	2025 Budget
<b>Personnel Services</b>						
001-5508-572.12-00	Regular Salaries & Wages	882,173	927,974	1,141,799	1,229,627	1,287,871
001-5508-572.12-02	Regular Salaries - Additional Pays	12,577	14,629	16,797	-	-
001-5508-572.12-06	Reg Salaries - Opt Out Health Insurance	7,200	6,300	8,400	7,560	8,670
001-5508-572.13-00	Other Salaries & Wages - Part Time	-	-	-	61,091	61,437
001-5508-572.13-10	Other Salaries & Wages - Part Time	22,310	27,445	28,644	-	-
001-5508-572.14-00	Overtime	52,297	55,812	89,791	72,000	80,750
001-5508-572.21-00	FICA/Medicare Taxes	71,504	76,070	96,088	105,214	110,467
001-5508-572.22-01	Retirement Contributions - FRS	105,832	122,347	165,965	211,643	217,230
001-5508-572.23-00	Medical Insurance	191,082	259,005	313,065	305,621	296,172
001-5508-572.23-02	Medical Insurance - Life & ST Disability	5,880	6,101	7,375	8,560	8,907
001-5508-572.24-00	Worker's Compensation	46,794	49,093	61,665	69,210	64,375
001-5508-572.25-00	Unemployment Compensation	-	-	54	-	-
	<b>Subtotal Personnel Services</b>	<b>\$ 1,397,649</b>	<b>\$ 1,544,776</b>	<b>\$ 1,929,643</b>	<b>\$ 2,070,526</b>	<b>\$ 2,135,879</b>
<b>Operating</b>						
001-5508-572.31-00	Professional Services	-	-	628	1,775	2,800
001-5508-572.34-00	Other Contractual Services	10,674	10,269	441	7,778	511
001-5508-572.40-00	Travel & Per Diem	12	10	617	110	806
001-5508-572.41-00	Communications Services	15,519	17,738	17,135	16,003	23,261
001-5508-572.42-00	Postage & Transportation	25	168	34	200	204
001-5508-572.43-00	Utility Services	289,496	267,230	273,468	284,883	303,400
001-5508-572.44-00	Rentals & Leases	9,999	9,621	10,205	10,536	11,925
001-5508-572.44-10	Rentals & Leases/GASB87	-	3,939	(2,379)	-	-
001-5508-572.45-01	Insurance - Operating Liability	81,846	88,361	120,327	104,776	142,595
001-5508-572.45-02	Insurance - Auto Liability	11,494	14,461	12,649	15,265	15,207
001-5508-572.46-00	Repair & Maintenance Services	610,674	531,940	1,149,458	763,444	799,948
001-5508-572.47-00	Printing & Binding	475	411	1,871	1,317	666
001-5508-572.48-00	Promotional Activities	10,574	11,027	10,009	12,659	13,995
001-5508-572.49-00	Other Charges/Obligations	3,877	4,149	3,356	3,650	3,938
001-5508-572.51-00	Office Supplies	1,378	1,729	971	1,718	1,756
001-5508-572.52-00	Operating Supplies	112,138	95,301	125,653	132,445	111,606
	Operating Supplies -					
001-5508-572.52-01	Gasoline/Diesel/Lubric	34,132	52,370	47,470	37,625	38,453
001-5508-572.52-05	Operating Supplies - Uniforms	12,972	10,043	12,434	16,250	19,116
001-5508-572.54-01	Books/Pubs/Subsc/Memb - Prof Dues	575	460	333	300	440
001-5508-572.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	4,708	3,210	2,069	5,487	5,644
001-5508-572.54-03	Books/Pubs/Subsc/Memb - Subscriptions	85	90	-	150	-
	<b>Subtotal Operating</b>	<b>\$ 1,210,653</b>	<b>\$ 1,122,527</b>	<b>\$ 1,786,749</b>	<b>\$ 1,416,371</b>	<b>\$ 1,496,271</b>
<b>Debt service</b>						
001-5508-572.71-01	Lease Payment/GASB87	-	2,235	2,297	-	-
001-5508-572.72-01	Int Payment/GASB87	-	144	82	-	-
	<b>Subtotal Debt service</b>	<b>\$ -</b>	<b>\$ 2,379</b>	<b>\$ 2,379</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Total</b>		<b>\$ 2,608,302</b>	<b>\$ 2,669,682</b>	<b>\$ 3,718,771</b>	<b>\$ 3,486,897</b>	<b>\$ 3,632,150</b>



## Museum

The Sanford Museum serves as the repository of Sanford's history and as a memorial to the City's founder, Henry Shelton Sanford. Staff members bring history to life by proactively telling Sanford's history in presentations on historical topics including genealogy, Sanford's historic homes, women's suffrage, and much more to a wide variety of audiences of all ages and interests. Their research collections include, The Sanford City archive, The Naval Air Station Sanford Collection, The Sanford Herald Collection, and the Research Library.

### Summary

Expenditures	2022 Actual	2023 Actual	2024 Budget	2025 Budget
Salaries	\$ 128,943	\$ 157,131	\$ 163,012	\$ 171,140
Benefits	53,654	69,479	74,119	73,435
Operating	20,135	33,893	30,492	49,245
Supplies	8,154	2,244	11,118	11,331
Total \$	210,886	\$ 262,747	\$ 278,741	\$ 305,151

Funding Source				
Total	210,886	262,747	278,741	305,151
Total \$	210,886	\$ 262,747	\$ 278,741	\$ 305,151

### *Our Accomplishments in 2023-24*

- ❖ Accessioned almost 800 artifacts within our Past Perfect Database.
- ❖ Exhibits on Sanford's English Bicycling and Tennis club, and Baseball in Sanford.
- ❖ Partnered with high schools and local museums on various events such as the Battle of Camp Monroe, and the St. Lucia festival, drawing over 1000 people.
- ❖ New HVAC system installed.
- ❖ Going live with our new website and Virtual Tour

### *Goals and Objectives for 2024-25*

- ❖ New roof and security cameras installation.
- ❖ Finish filing project started in 2020.
- ❖ Create more video content working with Seminole State College.

- ❖ Have two temporary exhibits and update one permanent exhibit.
- ❖ Partner with other community institutions.

<b>RECREATION - MUSEUM</b>				
<b>Performance Measures</b>				
<b>Activity</b>	<b>Actual 2021-2022</b>	<b>Actual 2022-2023</b>	<b>Expected 2023-2024</b>	<b>Proposed 2024-2025</b>
Total Volunteer Hours	22	61	80	100
Research Requests Received	122	100	100	100
Museum Attendance	4,264	3,682	4,000	4,000
New social media followers	784	2,152	2,700	3,000

### Authorized Positions

<b>Full Time Equivalents</b>	<b>Funded 2023</b>	<b>Funded 2024</b>	<b>+/-</b>	<b>Funded 2025</b>	<b>Authorized &amp; Unfunded</b>
<b>Recreation - Museum</b>					
Museum Curator	1.00	1.00	-	1.00	-
Museum Assistant	1.00	1.00	-	1.00	-
Docent (Part-Time)	1.10	1.50	-	1.50	-
<b>Total Full Time Equivalents</b>	<b>3.10</b>	<b>3.50</b>	<b>-</b>	<b>3.50</b>	<b>-</b>

## Recreation Museum

Account	Description	2021 Actual	2022 Actual	2023 Actual	2024 Budget	2025 Budget
<b>Personnel Services</b>						
001-5052-573.12-00	Regular Salaries & Wages	79,879	84,280	97,067	101,273	109,160
001-5052-573.12-06	Reg Salaries - Opt Out Health Insurance	1,700	1,200	1,200	1,173	1,173
001-5052-573.13-00	Part Time Wages	35,808	43,353	58,289	60,566	60,807
001-5052-573.14-00	Overtime	-	110	575	-	-
001-5052-573.21-00	FICA/Medicare Taxes	8,653	9,531	11,654	12,534	13,159
001-5052-573.22-01	Retirement Contributions - FRS	11,313	14,091	19,309	25,331	24,049
001-5052-573.23-00	Medical Insurance	20,635	29,152	37,493	34,635	34,635
001-5052-573.23-02	Medical Insurance - Life & ST Disability	584	599	677	1,285	1,339
001-5052-573.24-00	Worker's Compensation	257	281	346	334	253
	<b>Subtotal Personnel Services</b>	<b>\$ 158,829</b>	<b>\$ 182,597</b>	<b>\$ 226,610</b>	<b>\$ 237,131</b>	<b>\$ 244,575</b>
<b>Operating</b>						
001-5052-573.40-00	Travel & Per Diem	-	-	110	972	1,900
001-5052-573.41-00	Communications Services	1,345	1,336	2,048	1,405	1,955
001-5052-573.43-00	Utility Services	11,550	14,805	17,317	15,400	18,600
001-5052-573.45-01	Insurance - Operating Liability	2,627	382	515	441	593
001-5052-573.46-00	Repair & Maintenance Services	4,499	2,778	13,576	9,774	24,697
001-5052-573.47-00	Printing & Binding	95	254	-	500	500
001-5052-573.48-00	Promotional Activities	330	436	183	2,000	1,000
001-5052-573.49-00	Other Charges/Obligations	-	144	144	-	-
001-5052-573.51-00	Office Supplies	804	932	362	1,290	1,290
001-5052-573.52-00	Operating Supplies	2,488	7,222	1,574	8,275	8,275
001-5052-573.54-01	Books/Pubs/Subsc/Memb - Prof Dues	-	-	98	206	173
001-5052-573.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	423	-	210	454	700
001-5052-573.54-03	Books/Pubs/Subsc/Memb - Subscriptions	182	-	-	893	893
	<b>Subtotal Operating</b>	<b>\$ 24,343</b>	<b>\$ 28,289</b>	<b>\$ 36,137</b>	<b>\$ 41,610</b>	<b>\$ 60,576</b>
	<b>Total</b>	<b>\$ 183,172</b>	<b>\$ 210,886</b>	<b>\$ 262,747</b>	<b>\$ 278,741</b>	<b>\$ 305,151</b>



CITY OF  
**SANFORD**  
FLORIDA

# SPECIAL REVENUE FUNDS

- **REVENUES AND EXPENDITURE SCHEDULE**
- **CDBG Fund**
- **2<sup>ND</sup> DOLLAR FUND**
- **LAW ENFORCEMENT TRUST FUND**
- **LIHEAP**
- **LOCAL OPTION GAS TAX**
- **IMPACT FEES FUND**
- **BUILDING INSPECTION FUND**
- **3<sup>RD</sup> GENERATION FUND**
- **CEMETERY FUND**
- **PUBLIC ART COMMISSION FUND**
- **9TH CENT FUEL TAX 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
<b>Use of Fund Balance</b>	\$ 123,344	\$ 60,280	\$ -	\$ -	\$ 2,536,904
<b>Revenues</b>					
Taxes					
Sales and Use Tax	-	-	-	-	1,112,458
Permits, Impact Fees, Assessments	-	-	-	-	-
Intergovernmental	464,255	-	46,000	1,081,741	-
Charges for Services	-	-	-	-	-
Fines and Forfeitures	-	8,000	-	-	-
Other Revenues	-	6,720	10,750	-	170,208
<b>Total Revenues</b>	<b>464,255</b>	<b>14,720</b>	<b>56,750</b>	<b>1,081,741</b>	<b>1,282,666</b>
Transfers In	60,782	-	-	28,912	-
<b>Total Revenues, Transfers, and Balances</b>	<b>\$ 648,381</b>	<b>\$ 75,000</b>	<b>\$ 56,750</b>	<b>\$ 1,110,653</b>	<b>\$ 3,819,570</b>
<b>Expenditures</b>					
General Government	\$ -	\$ -	\$ -	\$ -	-
Public Safety	-	75,000	-	-	-
Physical Environment	-	-	-	-	-
Transportation	-	-	-	-	3,819,570
Economic Environment	648,381	-	-	-	-
Human Services	-	-	-	1,110,653	-
<b>Total Expenditures</b>	<b>648,381</b>	<b>75,000</b>	<b>-</b>	<b>1,110,653</b>	<b>3,819,570</b>
<b>Total Expenditures and Other Uses</b>	<b>648,381</b>	<b>75,000</b>	<b>-</b>	<b>1,110,653</b>	<b>3,819,570</b>
<b>Total Revenue Over/(Under) Expenditure</b>	<b>-</b>	<b>-</b>	<b>56,750</b>	<b>-</b>	<b>-</b>
<b>Total Appropriations and Reserves</b>	<b>\$ 648,381</b>	<b>\$ 75,000</b>	<b>\$ 56,750</b>	<b>\$ 1,110,653</b>	<b>\$ 3,819,570</b>

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

	Impact Fees Recreation	Impact Fees Fire	Impact Fees Police	Building Inspection	Streets 3rd Generation
<b>Use of Fund Balance</b>	\$ -	\$ -	\$ -	955,917	\$ -
<b>Revenues</b>					
Taxes					
Sales and Use Tax	-	-	-	-	4,820,749
Permits, Impact Fees, Assessments	213,470	105,972	110,419	731,734	-
Intergovernmental	-	-	-	-	-
Charges for Services	-	-	-	-	-
Fines and Forfeitures	-	-	-	-	-
Other Revenues	114,978	86,440	108,818	614,752	1,061,396
<b>Total Revenues</b>	<b>328,448</b>	<b>192,412</b>	<b>219,237</b>	<b>1,346,486</b>	<b>5,882,145</b>
Transfers In	-	-	-	-	-
<b>Total Revenues, Transfers, and Balances</b>	<b>\$ 328,448</b>	<b>\$ 192,412</b>	<b>\$ 219,237</b>	<b>\$ 2,302,403</b>	<b>\$ 5,882,145</b>
<b>Expenditures</b>					
General Government	\$ -	\$ -	\$ -	2,302,403	\$ -
Public Safety	-	-	138,095	-	-
Physical Environment	-	-	-	-	-
Transportation	-	-	-	-	5,162,500
Economic Environment	-	-	-	-	-
Human Services	-	-	-	-	-
<b>Total Expenditures</b>	<b>-</b>	<b>-</b>	<b>138,095</b>	<b>2,302,403</b>	<b>5,162,500</b>
<b>Total Expenditures and Other Uses</b>	<b>-</b>	<b>-</b>	<b>138,095</b>	<b>2,302,403</b>	<b>5,162,500</b>
<b>Total Revenue Over/(Under) Expenditure</b>	<b>328,448</b>	<b>192,412</b>	<b>81,142</b>	<b>-</b>	<b>719,645</b>
<b>Total Appropriations and Reserves</b>	<b>\$ 328,448</b>	<b>\$ 192,412</b>	<b>\$ 219,237</b>	<b>\$ 2,302,403</b>	<b>\$ 5,882,145</b>

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

	Cemetery	Public Art Commission	9th Cent Fuel Tax Fund	Total
<b>Use of Fund Balance</b>	\$ -	\$ -	\$ -	\$ 3,676,445
<b>Revenues</b>				
Taxes				
Sales and Use Tax	-	-	-	5,933,207
Permits, Impact Fees, Assessments	-	-	-	1,161,595
Intergovernmental	-	-	600,000	2,191,996
Charges for Services	66,800	-	-	66,800
Fines and Forfeitures	-	-	-	8,000
Other Revenues	1,439	-	-	2,175,501
<b>Total Revenues</b>	<b>68,239</b>	<b>-</b>	<b>600,000</b>	<b>11,537,099</b>
Transfers In	91,956	109,700	-	291,350
<b>Total Revenues, Transfers, and Balances</b>	<b>\$ 160,195</b>	<b>\$ 109,700</b>	<b>\$ 600,000</b>	<b>\$ 15,504,894</b>
<b>Expenditures</b>				
General Government	-	109,700	-	2,412,103
Public Safety	-	-	-	213,095
Physical Environment	160,195	-	-	160,195
Transportation	-	-	600,000	9,582,070
Economic Environment	-	-	-	648,381
Human Services	-	-	-	1,110,653
<b>Total Expenditures</b>	<b>160,195</b>	<b>109,700</b>	<b>600,000</b>	<b>14,126,497</b>
<b>Total Expenditures and Other Uses</b>	<b>160,195</b>	<b>109,700</b>	<b>600,000</b>	<b>14,126,497</b>
<b>Total Revenue Over/(Under) Expenditure</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,378,397</b>
<b>Total Appropriations and Reserves</b>	<b>\$ 160,195</b>	<b>\$ 109,700</b>	<b>\$ 600,000</b>	<b>\$ 15,504,894</b>



# Special Revenue Funds

## Revenue and Expenditures

### Recreation Donation Fund

Account	Description	2021 Actual	2022 Actual	2023 Actual	2024 Budget	2025 Proposed Budget
<b>Revenue</b>						
	Miscellaneous	\$ -	\$ 17,817	\$ 43,591	\$ 15,000	-
	Total Revenue	\$ -	\$ 17,817	\$ 43,591	\$ 15,000	-
<b>Expenditure</b>						
	Other Contractual Services	\$ -	\$ (104,301)	\$ 4,730	\$ -	-
	Promotional Activities	-	-	6,667	15,000	-
	Other Charges/Obligations	-	1,100	2,648	-	-
	Operating Supplies	-	9,734	31,675	-	-
	Repair & Maintenance Services	-	595	-	-	-
	Printing & Binding	-	125	-	-	-
	Total Expenditure	\$ -	\$ (92,747)	\$ 45,720	\$ 15,000	-

# Special Revenue Funds

## Revenue and Expenditures

### CDBG

Account	Description	2021 Actual	2022 Actual	2023 Actual	2024 Budget	2025 Proposed Budget
<b>Revenue</b>						
	Federal Grants	\$ 528,963	\$ 458,127	\$ 1,105,367	\$ 968,252	\$ 464,255
	Capital Lease Revenue	-	6,108	-	-	-
	Transfers	-	-	202,080	-	60,782
	Use of Fund Balance	-	-	-	-	123,344
	Total Revenue	\$ 528,963	\$ 464,235	\$ 1,307,447	\$ 968,252	\$ 648,381
<b>Expenditure</b>						
	Regular Salaries & Wages	\$ 68,690	\$ 76,942	\$ 82,967	\$ 76,240	\$ 81,166
	Regular Salaries - Additional Pays	-	-	500	-	-
	Regular Salaries - Opt Out Health Insurance	1,200	300	-	-	-
	FICA/Medicare Taxes	5,368	5,842	6,277	5,855	6,233
	Retirement Contributions - FRS	7,024	8,422	11,105	10,788	11,485
	Medical Insurance	358	11,283	20,541	17,716	17,716
	Medical Insurance - Life & ST Disability	477	528	540	498	530
	Worker's Compensation	1,658	1,233	1,633	1,759	1,971
	Professional Services	74,107	80,784	117,042	63,755	15,250
	Other Contractual Services	-	216	-	-	-
	Travel & Per Diem	144	749	1,276	4,663	4,663
	Communication Services	1,369	1,867	2,569	2,628	1,169
	Postage & Transportation	89	152	86	213	233
	Rental & Leases	1,269	2,272	2,226	1,500	-
	Rental & Leases/gasb 87	-	3,808	(2,300)	-	-
	Repair & Maintenance Services	5,186	-	-	-	257
	Printing & Binding	495	-	153	500	2,000
	Promotional	-	-	112	600	800
	Other Charges/Obligations	5,776	8,275	5,530	5,975	3,800
	Office Supplies	1,183	55	1,607	2,875	1,500
	Operating Supplies	10,943	190	1,314	1,600	500
	Uniforms	-	-	-	300	310
	Books/Pubs/Subsc/Memb - Prof Dues	940	-	-	-	300
	Books/Pubs/Subsc/Memb -Conf/Seminar	-	350	2,572	-	3,000
	Training	-	-	-	2,097	750
	LAND ACQUISITIONS	642	-	-	-	-
	Lease Payment/GASB87	-	2,161	2,221	-	-
	Int Payment/GASB87	-	139	79	-	-
	Contingency for Program Use	150	-	-	-	-
	Other Grants & Aids	400,404	268,301	792,289	768,690	494,748
	Total Expenditure	\$ 587,472	\$ 473,869	\$ 1,050,339	\$ 968,252	\$ 648,381

# Special Revenue Funds

## Revenue and Expenditures

### Police Training (2nd Dollar Fund)

Account	Description	2021 Actual	2022 Actual	2023 Actual	2024 Budget	2025 Proposed Budget
<b>Revenue</b>						
	Judgments and Fines	\$ 10,742	\$ 10,134	\$ 7,520	\$ 7,824	8,000
	Interest	140	(2,090)	3,630	5,292	6,720
	Use of Fund Balance	-	-	-	7,272	60,280
	Total Revenue	\$ 10,882	\$ 8,044	\$ 11,150	\$ 20,388	75,000
<b>Expenditure</b>						
	Travel & Per Diem	\$ -	\$ -	\$ -	7,150	16,086
	Other Charges/Obligations	82	89	88	-	-
	Books/Pubs/Subscrs/Membs	-	-	-	7,600	58,914
	Training	-	-	-	5,638	-
	Total Expenditure	\$ 82	\$ 89	\$ 88	\$ 20,388	75,000

# Special Revenue Funds

## Revenue and Expenditures

### Law Enforcement Trust

Account	Description	2021 Actual	2022 Actual	2023 Actual	2024 Budget	2025 Proposed Budget
<b>Revenue</b>						
	Confiscated Property - Justice	\$ 32,168	\$ -	\$ 113,731	\$ -	28,000
	Interest	107	(1,939)	4,144	4,176	250
	Misc Donations	3,250	1,500	595	500	-
	Confiscated Property - State	18,110	91,428	17,497	16,000	18,000
	Bank Investment	928	1,738	5,131	1,000	6,000
	Unrealized Gain (Loss)	(915)	(4,351)	1,314	500	5,000
	Realized Gain (Loss)	101	(189)	(264)	(250)	(500)
	Total Revenue	\$ 53,749	\$ 88,187	\$ 142,148	\$ 21,926	\$ 56,750
<b>Expenditure</b>						
	Other Charges/Obligations	\$ 3,740	\$ 728	\$ 359	\$ -	-
	Machinery & Equipment	-	16,261	-	-	-
	Additions to Reserves	-	-	-	21,926	56,750
	Promotional Activities	414	-	1,500	-	-
	Operating Supplies	-	29	-	-	-
	Employee Uniforms	-	1,718	26,840	-	-
	Total Expenditure	\$ 4,154	\$ 18,736	\$ 28,699	\$ 21,926	\$ 56,750

# Special Revenue Funds

## Revenue and Expenditures

### Low Income Home Energy Assistance

Account	Description	2021 Actual	2022 Actual	2023 Actual	2024 Budget	2025 Proposed Budget
<b>Revenue</b>						
	Low Income Home Energy Assistance Program	\$ 1,715,585	\$ 2,542,585	\$ 2,323,686	\$ 1,081,741	\$ 1,081,741
	Transfer from General Fund	-	-	-	41,977	28,912
	Capital Lease Rev	-	40,087	-	-	-
	Total Revenue	\$ 1,715,585	\$ 2,582,672	\$ 2,323,686	\$ 1,123,718	\$ 1,110,653
<b>Expenditure</b>						
	Regular Salaries & Wages	\$ 107,570	\$ 116,695	\$ 182,376	\$ 158,317	\$ 150,144
	Other Salaries & Wages	-	-	-	-	19,149
	Overtime	1,904	989	953	-	-
	FICA/Medicare Taxes	8,157	8,724	13,577	12,157	13,004
	Retirement Contributions	11,248	13,174	22,729	27,455	23,784
	Medical Insurance	25,618	29,865	54,144	58,069	40,409
	Worker's Compensation	238	252	395	327	245
	Public Assistance/Professional Services	85,992	90,197	23,563	-	-
	Travel & Per Diem	344	4,359	869	2,437	2,437
	Communications Services	2,962	3,054	3,743	3,250	2,150
	Postage & Transportation	188	35	7	250	50
	Rental & Leases	10,873	10,861	7,013	2,500	2,500
	Rental & Leases/gasb 87	-	28,805	(11,282)	-	-
	Repairs & Maintenance Services	203	15	3,000	12,424	9,600
	Printing & Binding	2,006	3,048	2,853	2,100	2,100
	Other Charges	-	337	-	-	-
	Office Supplies	6,217	3,389	715	2,000	2,000
	Operating Supplies	11,605	18,302	36	-	-
	Books/Pubs/Subsc/Memb - Prof Dues	-	-	-	457	457
	Books/Pubs/Subscrs/Membs	283	142	-	650	1,300
	Machinery & Equipment	-	5,000	-	-	-
	Lease Payment/GASB87	-	10,732	11,010	-	-
	Int Payment/GASB87	-	551	272	-	-
	Benefits for LIHEAP	1,542,646	1,975,494	1,878,981	841,325	841,324
	Total Expenditure	\$ 1,818,054	\$ 2,324,020	\$ 2,194,954	\$ 1,123,718	\$ 1,110,653

# Special Revenue Funds

## Revenue and Expenditures

### Streets - Local Options Gas Tax

Account	Description	2021 Actual	2022 Actual	2023 Actual	2024 Budget	2025 Proposed Budget
<b>Revenue</b>						
	Local Option Gas Tax	\$ 1,056,627	\$ 1,109,942	\$ 1,136,683	\$ 1,116,979	\$ 1,112,458
	Transportation Revenue Other	172,756	109,885	93,123	100,000	-
	Interest	21,180	25,906	72,708	76,802	96,218
	Interest-Unrealized Gain (Loss)	(20,229)	(73,858)	16,766	53,162	80,426
	Interest - Realized Gain (Loss)	2,433	(2,771)	(3,553)	(5,966)	(6,436)
	Use of Fund Balance	-	-	-	62,883	2,536,904
	Total Revenue	\$ 1,232,767	\$ 1,169,104	\$ 1,315,727	\$ 1,403,860	\$ 3,819,570
<b>Expenditure</b>						
	Other Contractual Service	\$ 135,259	\$ 8,466	\$ 76,437	\$ 187,260	\$ 1,412,470
	Utility Services	434,018	462,029	490,267	499,500	500,000
	Repair & Maintenance Services	154,117	384,490	202,250	30,000	20,000
	Other Charges/Obligations	2,059	2,098	2,073	2,100	2,100
	Operating Supplies	-	1,210	-	-	-
	Road Materials & Supplies	93,432	78,624	94,017	135,000	135,000
	Improve Other Than Building	134,529	222,567	47,711	550,000	1,750,000
	Total Expenditure	\$ 953,414	\$ 1,159,484	\$ 912,755	\$ 1,403,860	\$ 3,819,570

# Special Revenue Funds

## Revenue and Expenditures

### Impact Fees

Account	Description	2021 Actual	2022 Actual	2023 Actual	2024 Budget	2025 Proposed Budget
<b>Revenue</b>						
	Impact Fees/Residential	\$ 784,295	\$ 611,926	\$ 491,169	\$ 438,730	\$ 370,171
	Interest	34,043	50,784	139,181	50,160	174,930
	Interest-Unrealized Gain (Loss)	(32,793)	(142,522)	31,815	34,750	147,026
	Interest - Realized Gain (Loss)	4,012	(5,554)	(6,703)	(3,941)	(11,720)
	Impact Fees/Commercial	499,220	560,260	87	-	59,690
	Federal Grants	11,199	-	-	-	-
	FEMA-State Grant	254,280	-	-	-	-
	Use of Fund Balance	-	-	-	269,500	-
	Byrne Grant	(33,524)	-	(708)	-	-
	Total Revenue	\$ 1,520,732	\$ 1,074,894	\$ 654,841	\$ 789,199	\$ 740,097
<b>Expenditure</b>						
	Land	\$ 8,200	\$ 12,092	\$ 180,510	\$ -	-
	Machinery & Equipment	-	62,671	-	471,534	138,095
	Operating Supplies	31,162	50,641	-	-	-
	Improve Other Than Building	77,515	342,224	25,308	250,000	-
	Transfers	69,421	-	-	-	-
	Other Charges/Obligations	3,276	4,172	4,308	-	-
	Additions to Reserves	-	-	-	67,665	602,002
	Professional Services	13,935	-	3,942	-	-
	Buildings	241,490	7,180	3,470	-	-
	Repairs and Maintenance	-	-	14,692	-	-
	Total Expenditure	\$ 444,999	\$ 478,980	\$ 232,230	\$ 789,199	\$ 740,097

# Special Revenue Funds

## Revenue and Expenditures

### Building Inspection

Account	Description	2021 Actual	2022 Actual	2023 Actual	2024 Budget	2025 Proposed Budget
<b>Revenue</b>						
	Interest	\$ 13,432	\$ (225,038)	\$ 354,767	\$ 535,376	\$ 586,552
	Misc Rev	957	(2,947)	5,247	4,681	3,200
	Use of Fund Balance	-	-	-	11,466	955,917
	Build Inspection Permit	2,362,501	1,668,614	783,484	901,910	457,162
	Plumbing Inspect Permit	89,732	40,145	36,277	47,380	18,940
	Electric Inspect Permit	97,668	45,470	32,008	35,040	25,458
	Mechanical Inspect Permit	52,579	78,925	63,555	53,454	49,960
	Application Fees	1,047,156	782,468	373,676	474,234	165,619
	Other License & Miscellaneous	46,060	23,082	16,260	37,440	14,595
	Federal Grants	11,409	-	-	-	-
	Reim Claims & Exp	39,681	46,019	25,388	34,000	25,000
	Capital Lease Rev	-	10,595	-	-	-
	Total Revenue	\$ 3,761,175	\$ 2,467,333	\$ 1,690,662	\$ 2,134,981	\$ 2,302,403
<b>Expenditure</b>						
	Travel & Per Diem	\$ 667	\$ 767	\$ 3,593	\$ 4,000	\$ 4,000
	Other Charges/Obligations	127,178	130,586	138,511	55,500	79,760
	Books/Pubs/Subscrs/Membs	4,376	6,990	8,464	11,505	7,190
	Training	-	-	-	2,500	2,500
	Regular Salaries & Wages	644,186	661,064	797,967	927,497	1,128,711
	Overtime	5,676	5,813	8,397	3,080	10,000
	FICA/Medicare Taxes	47,415	48,614	59,511	71,454	80,218
	Retirement Contributions	73,232	81,491	107,906	164,010	158,487
	Medical Insurance	90,526	118,942	180,045	192,320	193,033
	Worker's Compensation	11,413	9,195	15,881	16,401	17,888
	Professional Services	28,728	12,439	17,406	3,000	3,000
	Other Contractual Service	425,797	355,269	433,089	417,821	459,635
	Communications Services	6,688	7,412	7,851	7,762	8,200
	Postage & Transportation	102	71	647	1,200	650
	Rentals & Leases	19,354	4,135	3,899	713	4,138
	Rentals & Leases/gasb 87	-	6,606	(3,989)	-	-
	Insurance	5,769	9,558	11,049	8,920	10,293
	Repair & Maintenance Services	31,143	30,198	199,741	61,494	106,550
	Printing & Binding	837	903	1,198	1,608	1,608
	Promotional	-	-	60	1,500	1,500
	Office Supplies	3,554	3,980	3,357	5,000	4,000
	Operating Supplies	19,280	6,836	5,806	8,000	2,200
	Operating Supplies - Gasoline	9,661	14,259	15,758	13,342	13,342
	Operating Supplies - Uniforms	3,544	3,763	4,137	5,500	5,500
	Machinery & Equipment	40,688	47,913	41,474	-	-
	Lease Payment/GASB87	-	3,748	3,852	-	-
	Int Payment/GASB87	-	241	137	-	-
	Additions to Reserves	-	-	-	150,854	-
	Total Expenditure	\$ 1,599,814	\$ 1,570,793	\$ 2,065,747	\$ 2,134,981	\$ 2,302,403



# Special Revenue Funds

## Revenue and Expenditures

### Streets - 3rd Generation Sales Tax

Account	Description	2021 Actual	2022 Actual	2023 Actual	2024 Budget	2025 Proposed Budget
<b>Revenue</b>						
	3rd Generation Sales Tax	\$ 4,010,184	\$ 4,727,820	\$ 4,866,911	\$ 5,025,999	\$ 4,820,749
	Grant	2,923	7,006	1,600	-	-
	Interest	116,833	145,168	440,415	450,396	602,410
	Interest-Unrealized Gain (Loss)	(111,757)	(403,822)	94,905	308,779	500,000
	Interest - Realized Gain (Loss)	14,044	(15,668)	(21,746)	(2,946)	(41,014)
	Use of Fund Balance	-	-	-	-	-
	Total Revenue	\$ 4,032,227	\$ 4,460,504	\$ 5,382,085	\$ 5,782,228	\$ 5,882,145
<b>Expenditure</b>						
	Repairs & Maint	\$ 985,360	\$ 795,400	\$ 958,277	\$ 250,000	\$ 100,000
	Other Charges/Obligations	11,012	11,454	12,475	12,000	12,500
	Improv Other Than Bldgs	5,967	-	832,018	-	4,650,000
	Road Improvements	127,254	-	-	3,725,000	-
	New Construction	-	8,500	169,713	150,000	-
	Traffic Calming	-	-	82,898	100,000	100,000
	Sidewalks	304,395	3,865	234,568	480,000	300,000
	Circulation Improvements	-	-	-	550,000	-
	Improve Other Than Building	885,614	2,283,738	230,334	-	-
	Additions to Reserves	-	-	-	515,228	719,645
	Total Expenditure	\$ 2,319,602	\$ 3,102,957	\$ 2,520,283	\$ 5,782,228	\$ 5,882,145

# Special Revenue Funds

## Revenue and Expenditures

### Cemetery

Account	Description	2021 Actual	2022 Actual	2023 Actual	2024 Budget	2025 Proposed Budget
<b>Revenue</b>						
	Cemetery Fees	\$ 35,550	\$ 21,550	\$ 23,100	\$ 20,000	\$ 23,000
	Interest	700	949	1,813	2,813	2,800
	Interest - Unrealized	(653)	(2,610)	583	1,670	1,700
	Interest - Realized	84	(102)	(59)	(110)	(261)
	Disposition of Assets	57,925	69,100	40,675	50,050	41,000
	Transfer from General Fund	26,374	111,859	108,431	59,253	91,956
	Total Revenue	\$ 119,980	\$ 200,746	\$ 174,543	\$ 133,676	\$ 160,195
<b>Expenditure</b>						
	Professional Services	\$ 595	\$ 170	\$ 2,040	\$ 3,195	-
	Communications Services	108	433	433	461	450
	Utility Services	7,622	4,254	3,084	9,052	9,250
	Insurance	785	813	1,095	939	1,260
	Repair & Maintenance Services	111,439	129,780	166,034	114,779	114,160
	Other Charges/Obligations	69	79	52	200	75
	Operating Supplies	74	-	1,978	5,050	5,000
	Machinery & Equipment	-	-	-	-	30,000
	Total Expenditure	\$ 120,692	\$ 135,529	\$ 174,716	\$ 133,676	\$ 160,195

# Special Revenue Funds

## Revenue and Expenditures

### Public Art Commission Fund

Account	Description	2021 Actual	2022 Actual	2023 Actual	2024 Budget	2025 Proposed Budget
<b>Revenue</b>						
	Transfer from General Fund	\$ -	\$ -	\$ 112,000	\$ 120,000	\$ 109,700
	Total Revenue	\$ -	\$ -	\$ 112,000	\$ 120,000	\$ 109,700
<b>Expenditure</b>						
	Professional Services	\$ -	\$ -	\$ 63,193	\$ 120,000	\$ 108,000
	Travel & Per Diem	-	-	-	-	1,100
	Registrations/Conf/Seminars	-	-	-	-	600
	Total Expenditure	\$ -	\$ -	\$ 63,193	\$ 120,000	\$ 109,700

# Special Revenue Funds

## Revenue and Expenditures

### 9<sup>th</sup> Cent Fuel Tax Fund

Account	Description	2021 Actual	2022 Actual	2023 Actual	2024 Budget	2025 Proposed Budget
<b>Revenue</b>						
	State Shared Revenues	\$ -	\$ -	\$ 616,171	\$ 573,750	\$ 600,000
	Transfers	-	-	1,346,570	-	-
	Total Revenue	\$ -	\$ -	\$ 1,962,741	\$ 573,750	\$ 600,000
<b>Expenditure</b>						
	Other Charges/Obligations	\$ -	\$ -	\$ 1,368	\$ -	\$ -
	Improve Other Than Building	-	-	-	573,750	600,000
	Total Expenditure	\$ -	\$ -	\$ 1,368	\$ 573,750	\$ 600,000

# Special Revenue Funds

## Revenue and Expenditures

### LIHWAP Fund

Account	Description	2021 Actual	2022 Actual	2023 Actual	2024 Budget	2025 Proposed Budget
<b>Revenue</b>						
	Low Income Home Water Assistance Program	\$ -	\$ -	84,093	21,200	-
	Total Revenue	\$ -	\$ -	84,093	21,200	-
<b>Expenditure</b>						
	Regular Salaries & Wages	\$ -	\$ -	10,718	1,001	-
	Overtime	-	-	68	-	-
	FICA/Medicare Taxes	-	-	784	62	-
	Retirement Contributions	-	-	1,283	113	-
	Medical Insurance	-	-	2,413	224	-
	Worker's Compensation	-	-	22	2	-
	Public Assistance/Professional Services	-	383	3,650	-	-
	Communication Services	-	-	127	75	-
	Postage & Transportation	-	-	-	300	-
	Rentals & Leases	-	-	4,380	1,935	-
	Office Supplies	-	-	1,085	500	-
	Operating Supplies	-	-	423	500	-
	Benefits for LIHWAP	-	-	51,881	16,488	-
	Total Expenditure	\$ -	383	76,834	21,200	-

# Recreation Donation Fund

## Revenue and Expenditures

Account	Description	2021 Actual	2022 Actual	2023 Actual	2024 Budget	2025 Proposed Budget
<b>Revenue</b>						
003-0000-369.90-00	Miscellaneous	-	17,817	43,591	15,000	-
	<b>Total Revenue</b>	<b>\$ -</b>	<b>\$ 17,817</b>	<b>\$ 43,591</b>	<b>\$ 15,000</b>	<b>-</b>
<b>Expenditure</b>						
003-0401-513.34-00	Other Contractual Services	-	(105,439)	-	-	-
003-5052-573.48-00	Promotional Activities	-	-	6,667	15,000	-
003-5052-573.49-00	Other Charges/Obligations	-	-	298	-	-
003-5052-573.52-00	Operating Supplies	-	466	1,347	-	-
003-5501-572.34-00	Other Contractual Services	-	1,138	4,730	-	-
003-5501-572.46-00	Repair & Maintenance Services	-	595	-	-	-
003-5501-572.47-00	Printing & Binding	-	125	-	-	-
003-5501-572.49-00	Other Charges/Obligations	-	1,100	2,350	-	-
003-5501-572.52-00	Operating Supplies	-	8,277	27,388	-	-
003-5502-575.52-00	Operating Supplies	-	991	2,940	-	-
	<b>Total Expenditure</b>	<b>\$ -</b>	<b>\$ (92,747)</b>	<b>\$ 45,720</b>	<b>\$ 15,000</b>	<b>-</b>

# CDBG Fund

## Revenue and Expenditures

Account	Description	2021 Actual	2022 Actual	2023 Actual	2024 Budget	2025 Proposed Budget
<b>Revenue</b>						
105-0000-331.54-00	Federal Grants	528,963	458,127	1,105,367	968,252	464,255
105-0000-361.40-00	Capital Lease Revenue	-	6,108	-	-	-
105-0000-381.01-00	Transfers	-	-	202,080	-	60,782
105-0000-389.98-00	Use of Fund Balance	-	-	-	-	123,344
<b>Total Revenue</b>		<b>\$ 528,963</b>	<b>\$ 464,235</b>	<b>\$ 1,307,447</b>	<b>\$ 968,252</b>	<b>\$ 648,381</b>
<b>Expenditure</b>						
105-1105-554.12-00	Regular Salaries & Wages	68,690	76,942	82,967	76,240	81,166
105-1105-554.12-02	Regular Salaries - Additional Pays	-	-	500	-	-
105-1105-554.12-06	Regular Salaries - Opt Out Health Insurance	1,200	300	-	-	-
105-1105-554.21-00	FICA/Medicare Taxes	5,368	5,842	6,277	5,855	6,233
105-1105-554.22-01	Retirement Contributions - FRS	7,024	8,422	11,105	10,788	11,485
105-1105-554.23-00	Medical Insurance	358	11,283	20,541	17,716	17,716
105-1105-554.23-02	Medical Insurance - Life & ST Disability	477	528	540	498	530
105-1105-554.24-00	Worker's Compensation	1,658	1,233	1,633	1,759	1,971
105-1105-554.31-00	Professional Services	74,107	80,784	117,042	63,755	15,250
105-1105-554.34-00	Other Contractual Services	-	216	-	-	-
105-1105-554.40-00	Travel & Per Diem	144	749	1,276	4,663	4,663
105-1105-554.41-00	Communication Services	1,369	1,867	2,569	2,628	1,169
105-1105-554.42-00	Postage & Transportation	89	152	86	213	233
105-1105-554.44-00	Rental & Leases	1,269	2,272	2,226	1,500	-
105-1105-554.44-10	Rental & Leases/gasb 87	-	3,808	(2,300)	-	-
105-1105-554.46-00	Repair & Maintenance Services	5,186	-	-	-	257
105-1105-554.47-00	Printing & Binding	495	-	153	500	2,000
105-1105-554.48-00	Promotional	-	-	112	600	800
105-1105-554.49-00	Other Charges/Obligations	5,776	8,275	5,530	5,975	3,800
105-1105-554.51-00	Office Supplies	1,183	55	1,607	2,875	1,500
105-1105-554.52-00	Operating Supplies	10,943	190	1,314	1,600	500
105-1105-554.52-05	Uniforms	-	-	-	300	310
105-1105-554.54-01	Books/Pubs/Subsc/Memb - Prof Dues	940	-	-	-	300
105-1105-554.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	-	350	2,572	-	3,000
105-1105-554.55-00	Training	-	-	-	2,097	750
105-1105-554.61-00	LAND ACQUISITIONS	642	-	-	-	-
105-1105-554.71-01	Lease Payment/GASB87	-	2,161	2,221	-	-
105-1105-554.72-01	Int Payment/GASB87	-	139	79	-	-
105-1105-554.81-00	Contingency for Program Use	150	-	-	-	-
105-1105-554.83-01	Other Grants & Aids	50,347	98,500	119,572	79,190	80,728
105-1105-554.83-02	Other Grants & Aids	161,099	485	-	350,000	-
105-1105-554.83-03	Other Grants & Aids	89,936	45,200	513,783	264,500	284,020
105-1105-554.83-04	Other Grants & Aids	73,093	120,492	140,034	-	-
105-1105-554.83-05	Other Grants & Aids	25,929	3,624	18,900	75,000	130,000
<b>Total Expenditure</b>		<b>\$ 587,472</b>	<b>\$ 473,869</b>	<b>\$ 1,050,339</b>	<b>\$ 968,252</b>	<b>\$ 648,381</b>

## 2nd Dollar Fund

### *Revenue and Expenditures*

Account	Description	2021 Actual	2022 Actual	2023 Actual	2024 Budget	2025 Proposed Budget
<b>Revenue</b>						
110-0000-351.30-00	Judgments and Fines	10,742	10,134	7,520	7,824	8,000
110-0000-361.10-00	Interest	852	1,119	3,068	3,295	4,000
110-0000-361.30-00	Interest	(812)	(3,088)	714	2,256	3,000
110-0000-361.40-00	Interest	100	(121)	(152)	(259)	(280)
110-0000-389.98-00	Use of Fund Balance	-	-	-	7,272	60,280
	<b>Total Revenue</b>	<b>\$ 10,882</b>	<b>\$ 8,044</b>	<b>\$ 11,150</b>	<b>\$ 20,388</b>	<b>\$ 75,000</b>
<b>Expenditure</b>						
110-2020-521.40-00	Travel & Per Diem	-	-	-	7,150	16,086
110-2020-521.49-00	Other Charges/Obligations	82	89	88	-	-
110-2020-521.54-01	Books/Pubs/Subscrs/Membs	-	-	-	6,350	-
110-2020-521.54-02	Books/Pubs/Subscrs/Membs	-	-	-	1,250	36,914
110-2020-521.55-00	Training	-	-	-	5,638	-
110-2023-521.54-04	Books/Pubs/Subscrs/Membs	-	-	-	-	22,000
	<b>Total Expenditure</b>	<b>\$ 82</b>	<b>\$ 89</b>	<b>\$ 88</b>	<b>\$ 20,388</b>	<b>\$ 75,000</b>



# Law Enforcement Trust Fund

## Revenue and Expenditures

Account	Description	2021 Actual	2022 Actual	2023 Actual	2024 Budget	2025 Proposed Budget
<b>Revenue</b>						
106-0000-351.21-25	Confiscated Property - Justice	32,168	-	113,731	-	28,000
106-0000-361.10-00	Interest	562	988	3,583	2,652	-
106-0000-361.30-00	Interest	(528)	(2,738)	446	1,752	-
106-0000-361.40-00	Interest	64	(104)	(176)	(228)	-
	<b>Total Revenue</b>	<b>\$ 32,266</b>	<b>\$ (1,854)</b>	<b>\$ 117,584</b>	<b>\$ 4,176</b>	<b>\$ 28,000</b>
<b>Expenditure</b>						
106-2020-521.49-00	Other Charges/Obligations	55	84	95	-	-
106-2020-521.64-00	Machinery & Equipment	-	16,261	-	-	-
106-7979-590.99-90	Additions to Reserves	-	-	-	4,176	28,000
	<b>Total Expenditure</b>	<b>\$ 55</b>	<b>\$ 16,345</b>	<b>\$ 95</b>	<b>\$ 4,176</b>	<b>\$ 28,000</b>

# Law Enforcement Trust Fund

## Revenue and Expenditures

Account	Description	2021 Actual	2022 Actual	2023 Actual	2024 Budget	2025 Proposed Budget
<b>Revenue</b>						
108-0000-361.10-00	Interest	47	65	236	-	250
108-0000-361.30-00	Interest	(44)	(143)	67	-	-
108-0000-361.40-00	Interest	6	(7)	(12)	-	-
108-0000-366.90-00	Misc Donations	1,250	900	595	500	-
108-0000-369.90-00	Misc Donations	2,000	600	-	-	-
<b>Total Revenue</b>		<b>\$ 3,259</b>	<b>\$ 1,415</b>	<b>\$ 886</b>	<b>\$ 500</b>	<b>\$ 250</b>
<b>Expenditure</b>						
108-2020-521.48-00	Promotional Activities	414	-	1,500	-	-
108-2020-521.49-00	Other Charges/Obligations	2,297	519	126	-	-
108-2020-521.52-00	Operating Supplies	-	29	-	-	-
108-7979-590.99-90	Additions to Reserves	-	-	-	500	250
<b>Total Expenditure</b>		<b>\$ 2,711</b>	<b>\$ 548</b>	<b>\$ 1,626</b>	<b>\$ 500</b>	<b>\$ 250</b>

# Law Enforcement Trust Fund

## Revenue and Expenditures

Account	Description	2021 Actual	2022 Actual	2023 Actual	2024 Budget	2025 Proposed Budget
<b>Revenue</b>						
111-0000-351.21-26	Confiscated Property - State	18,110	91,428	17,497	16,000	18,000
111-0000-361.10-00	Bank Investment	928	1,738	5,131	1,000	6,000
111-0000-361.30-00	Unrealized Gain (Loss)	(915)	(4,351)	1,314	500	5,000
111-0000-361.40-00	Realized Gain (Loss)	101	(189)	(264)	(250)	(500)
<b>Total Revenue</b>		<b>\$ 18,224</b>	<b>\$ 88,626</b>	<b>\$ 23,678</b>	<b>\$ 17,250</b>	<b>\$ 28,500</b>
<b>Expenditure</b>						
111-2020-521.49-00	Other Charges/Obligations	1,388	125	138	-	-
111-2020-521.52-05	Employee Uniforms	-	1,718	26,840	-	-
111-7979-590.99-90	Additions to Reserves	-	-	-	17,250	28,500
<b>Total Expenditure</b>		<b>\$ 1,388</b>	<b>\$ 1,843</b>	<b>\$ 26,978</b>	<b>\$ 17,250</b>	<b>\$ 28,500</b>

# Low Income Home Energy Assistance Fund

## Revenue and Expenditures

Account	Description	2021 Actual	2022 Actual	2023 Actual	2024 Budget	2025 Proposed Budget
<b>Revenue</b>						
117-0000-331.59-01	Low Income Home Energy Assistance Program	1,715,585	2,542,585	2,323,686	1,081,741	1,081,741
117-0000-381.01-00	Transfer from General Fund	-	-	-	41,977	28,912
117-0000-383-20-00	Capital Lease Rev	-	40,087	-	-	-
<b>Total Revenue</b>		<b>\$ 1,715,585</b>	<b>\$ 2,582,672</b>	<b>\$ 2,323,686</b>	<b>\$ 1,123,718</b>	<b>\$ 1,110,653</b>
<b>Expenditure</b>						
117-1104-564.12-00	Regular Salaries & Wages	107,068	116,175	180,356	157,797	148,424
117-1104-564.12-02	Regular Salaries & Wages	502	520	520	520	520
117-1104-564.12-05	Regular Salaries & Wages	-	-	-	-	1,200
117-1104-564.12-06	Regular Salaries & Wages	-	-	1,500	-	-
117-1104-564.13-00	Other Salaries & Wages	-	-	-	-	19,149
117-1104-564.14-00	Overtime	1,904	989	953	-	-
117-1104-564.21-00	FICA/Medicare Taxes	8,157	8,724	13,577	12,157	13,004
117-1104-564.22-01	Retirement Contributions	11,248	13,174	22,729	27,455	23,784
117-1104-564.23-00	Medical Insurance	24,915	29,157	52,925	57,045	39,329
117-1104-564.23-02	Medical Insurance	703	708	1,219	1,024	1,080
117-1104-564.24-00	Worker's Compensation	238	252	395	327	245
117-1104-564.31-00	Public Assistance/Professional Services	85,992	90,197	23,563	-	-
117-1104-564.40-00	Travel & Per Diem	344	4,359	869	2,437	2,437
117-1104-564.41-00	Communications Services	2,962	3,054	3,743	3,250	2,150
117-1104-564.42-00	Postage & Transportation	188	35	7	250	50
117-1104-564.44-00	Rental & Leases	10,873	10,861	7,013	2,500	2,500
117-1104-564.44-10	Rental & Leases/gasb 87	-	28,805	(11,282)	-	-
117-1104-564.46-00	Repairs & Maintenance Services	203	15	3,000	12,424	9,600
117-1104-564.47-00	Printing & Binding	2,006	3,048	2,853	2,100	2,100
117-1104-564.49-00	Other Charges	-	337	-	-	-
117-1104-564.51-00	Office Supplies	6,217	3,389	715	2,000	2,000
117-1104-564.52-00	Operating Supplies	11,605	18,302	36	-	-
117-1104-564.54-01	Books/Pubs/Subsc/Memb - Prof Dues	-	-	-	457	457
117-1104-564.54-02	Books/Pubs/Subscrs/Membs	283	142	-	650	1,300
117-1104-564.64-00	Machinery & Equipment	-	5,000	-	-	-
117-1104-564.71-01	Lease Payment/GASB87	-	10,732	11,010	-	-
117-1104-564.72-01	Int Payment/GASB87	-	551	272	-	-
117-1104-564.86-00	Benefits for LIHEAP	1,542,646	1,975,494	1,878,981	841,325	841,324
<b>Total Expenditure</b>		<b>\$ 1,818,054</b>	<b>\$ 2,324,020</b>	<b>\$ 2,194,954</b>	<b>\$ 1,123,718</b>	<b>\$ 1,110,653</b>

# Local Option Gas Tax Fund

## Revenue and Expenditures

Account	Description	2021 Actual	2022 Actual	2023 Actual	2024 Budget	2025 Proposed Budget
<b>Revenue</b>						
131-0000-312.41-00	Local Option Gas Tax	1,056,627	1,109,942	1,136,683	1,116,979	1,112,458
131-0000-344.90-00	Transportation Revenue Other	172,756	109,885	93,123	100,000	-
131-0000-361.10-00	Interest	21,180	25,906	72,708	76,802	96,218
131-0000-361.30-00	Interest-Unrealized Gain (Loss)	(20,229)	(73,858)	16,766	53,162	80,426
131-0000-361.40-00	Interest - Realized Gain (Loss)	2,433	(2,771)	(3,553)	(5,966)	(6,436)
131-0000-389.98-00	Use of Fund Balance	-	-	-	62,883	2,536,904
<b>Total Revenue</b>		<b>\$ 1,232,767</b>	<b>\$ 1,169,104</b>	<b>\$ 1,315,727</b>	<b>\$ 1,403,860</b>	<b>\$ 3,819,570</b>
<b>Expenditure</b>						
131-4047-541.34-00	Other Contractual Service	135,259	8,466	76,437	187,260	1,412,470
131-4047-541.43-00	Utility Services	434,018	462,029	490,267	499,500	500,000
131-4047-541.46-00	Repair & Maintenance Services	22,457	10,817	19,016	30,000	20,000
131-4047-541.46-08	Repair & Maintenance Services	131,660	373,673	183,234	-	-
131-4047-541.49-00	Other Charges/Obligations	2,059	2,098	2,073	2,100	2,100
131-4047-541.52-00	Operating Supplies	-	1,210	-	-	-
131-4047-541.53-00	Road Materials & Supplies	93,432	78,624	94,017	135,000	135,000
131-4047-541.63-00	Improve Other Than Building	134,529	222,567	47,711	550,000	1,750,000
<b>Total Expenditure</b>		<b>\$ 953,414</b>	<b>\$ 1,159,484</b>	<b>\$ 912,755</b>	<b>\$ 1,403,860</b>	<b>\$ 3,819,570</b>

# Recreation Impact Fee Funds

## *Revenue and Expenditures*

Account	Description	2021 Actual	2022 Actual	2023 Actual	2024 Budget	2025 Proposed Budget
<b>Revenue</b>						
132-0000-324.61-00	Impact Fees/Residential	462,367	355,495	283,274	253,580	213,470
132-0000-361.10-00	Interest	14,869	17,900	48,445	50,160	64,802
132-0000-361.30-00	Interest-Unrealized Gain (Loss)	(14,319)	(51,142)	10,753	34,750	54,518
132-0000-361.40-00	Interest - Realized Gain (Loss)	1,706	(1,924)	(2,362)	(3,941)	(4,342)
<b>Total Revenue</b>		<b>\$ 464,623</b>	<b>\$ 320,329</b>	<b>\$ 340,110</b>	<b>\$ 334,549</b>	<b>\$ 328,448</b>
<b>Expenditure</b>						
132-5052-573.61-00	Land	-	2,250	-	-	-
132-5052-573.64-00	Machinery & Equipment	-	-	-	7,900	-
132-5058-572.61-00	Land	-	9,842	-	-	-
132-5502-572.64-00	Machinery & Equipment	-	-	-	60,584	-
132-5502-575.61-00	Land	-	-	2,500	-	-
132-5508-572.52-00	Operating Supplies	-	6,765	-	-	-
132-5508-572.63-00	Improve Other Than Building	77,515	342,224	25,308	250,000	-
132-7979-581.91-22	Transfers	69,421	-	-	-	-
132-7979-590.49-00	Other Charges/Obligations	1,431	1,426	1,379	-	-
132-7979-590.99-90	Additions to Reserves	-	-	-	16,065	328,448
<b>Total Expenditure</b>		<b>\$ 148,367</b>	<b>\$ 362,507</b>	<b>\$ 29,187</b>	<b>\$ 334,549</b>	<b>\$ 328,448</b>

# Fire Impact Fee Funds

## Revenue and Expenditures

Account	Description	2021 Actual	2022 Actual	2023 Actual	2024 Budget	2025 Proposed Budget
<b>Revenue</b>						
133-0000-324.11-00	Impact Fees/Residential	160,751	128,046	103,810	92,000	78,247
133-0000-324.12-00	Impact Fees/Commercial	218,009	257,919	-	-	27,725
133-0000-331.30-00	Federal Grants	11,199	-	-	-	-
133-0000-334.80-01	FEMA-State Grant	254,280	-	-	-	-
133-0000-361.10-00	Interest	9,622	16,227	42,659	-	48,786
133-0000-361.30-00	Interest-Unrealized Gain (Loss)	(9,208)	(45,058)	9,965	-	40,918
133-0000-361.40-00	Interest - Realized Gain (Loss)	1,162	(1,788)	(1,974)	-	(3,264)
133-0000-389.98-00	Use of Fund Balance	-	-	-	269,500	-
<b>Total Revenue</b>		<b>\$ 645,815</b>	<b>\$ 355,346</b>	<b>\$ 154,460</b>	<b>\$ 361,500</b>	<b>\$ 192,412</b>
<b>Expenditure</b>						
133-3001-522.31-00	Professional Services	13,935	-	3,942	-	-
133-3001-522.49-00	Other Charges/Obligations	-	151	304	-	-
133-3001-522.52-00	Operating Supplies	29,053	39,577	-	-	-
133-3001-522.61-00	Land	8,200	-	178,010	-	-
133-3001-522.62-00	Buildings	241,490	7,180	3,470	-	-
133-3001-522.64-00	Machinery & Equipment	-	44,573	-	361,500	-
133-3002-522.46-00	Repairs and Maintenance	-	-	14,692	-	-
133-7979-590.49-00	Other Charges/Obligations	925	1,281	1,244	-	-
133-7979-590.99-90	Additions to Reserves	-	-	-	-	192,412
<b>Total Expenditure</b>		<b>\$ 293,603</b>	<b>\$ 92,762</b>	<b>\$ 201,662</b>	<b>\$ 361,500</b>	<b>\$ 192,412</b>

# Police Impact Fee Funds

## *Revenue and Expenditures*

Account	Description	2021 Actual	2022 Actual	2023 Actual	2024 Budget	2025 Proposed Budget
<b>Revenue</b>						
134-0000-324.11-00	Impact Fees/Residential	161,177	128,385	104,085	93,150	78,454
134-0000-324.12-00	Impact Fees/Commercial	281,211	302,341	87	-	31,965
134-0000-334.20-24	Byrne Grant	(33,524)	-	(708)	-	-
134-0000-361.10-00	Interest	9,552	16,657	48,077	-	61,342
134-0000-361.30-00	Interest-Unrealized Gain (Loss)	(9,266)	(46,322)	11,097	-	51,590
134-0000-361.40-00	Interest - Realized Gain (Loss)	1,144	(1,842)	(2,367)	-	(4,114)
	<b>Total Revenue</b>	<b>\$ 410,294</b>	<b>\$ 399,219</b>	<b>\$ 160,271</b>	<b>\$ 93,150</b>	<b>\$ 219,237</b>
<b>Expenditure</b>						
134-2020-521.52-00	Operating Supplies	2,109	4,299	-	-	-
134-2020-521.64-00	Machinery & Equipment	-	18,098	-	41,550	-
134-2022-521.64-00	Machinery & Equipment	-	-	-	-	58,995
134-2024-521.64-00	Machinery & Equipment	-	-	-	-	79,100
134-7979-590.49-00	Other Charges/Obligations	920	1,314	1,381	-	-
134-7979-590.99-90	Additions to Reserves	-	-	-	51,600	81,142
	<b>Total Expenditure</b>	<b>\$ 3,029</b>	<b>\$ 23,711</b>	<b>\$ 1,381</b>	<b>\$ 93,150</b>	<b>\$ 219,237</b>



# Building Inspection Fund

## Revenue and Expenditures

Account	Description	2021 Actual	2022 Actual	2023 Actual	2024 Budget	2025 Proposed Budget
<b>Revenue</b>						
130-0000-361.10-00	Interest	218	363	987	1,164	600
130-0000-361.30-00	Interest	(209)	(979)	259	785	600
130-0000-361.40-00	Interest	25	(39)	(49)	(91)	(50)
130-0000-369.90-05	Misc Rev	8,335	9,372	4,834	4,681	3,200
130-0000-389.98-00	Use of Fund Balance	-	-	-	11,466	9,340
<b>Total Revenue</b>		<b>\$ 8,369</b>	<b>\$ 8,717</b>	<b>\$ 6,031</b>	<b>\$ 18,005</b>	<b>\$ 13,690</b>
<b>Expenditure</b>						
130-1114-524.40-00	Travel & Per Diem	-	-	3,593	4,000	4,000
130-1114-524.49-00	Other Charges/Obligations	21	28	29	-	-
130-1114-524.54-01	Books/Pubs/Subscrs/Membs	10	-	1,765	1,205	1,440
130-1114-524.54-02	Books/Pubs/Subscrs/Membs	642	-	4,301	2,300	2,300
130-1114-524.54-03	Books/Pubs/Subscrs/Membs	-	-	2,398	8,000	3,450
130-1114-524.55-00	Training	-	-	-	2,500	2,500
<b>Total Expenditure</b>		<b>\$ 673</b>	<b>\$ 28</b>	<b>\$ 12,086</b>	<b>\$ 18,005</b>	<b>\$ 13,690</b>

# Building Inspection Fund

## Revenue and Expenditures

Account	Description	2021 Actual	2022 Actual	2023 Actual	2024 Budget	2025 Proposed Budget
<b>Revenue</b>						
135-0000-322.01-00	Build Inspection Permit	2,362,501	1,668,614	783,484	901,910	457,162
135-0000-322.02-00	Plumbing Inspect Permit	89,732	40,145	36,277	47,380	18,940
135-0000-322.03-00	Electric Inspect Permit	97,668	45,470	32,008	35,040	25,458
135-0000-322.04-00	Mechanical Inspect Permit	52,579	78,925	63,555	53,454	49,960
135-0000-322.06-00	Application Fees	1,047,156	782,468	373,676	474,234	165,619
135-0000-329.01-00	Other License & Miscellaneous	4,570	6,920	6,163	8,374	7,285
135-0000-329.01-01	Other License & Miscellaneous	41,490	16,162	10,097	29,066	7,310
135-0000-331.30-00	Federal Grants	11,409	-	-	-	-
135-0000-361.10-00	Interest	84,527	118,577	295,307	333,367	326,430
135-0000-361.30-00	Interest	(81,060)	(330,130)	73,105	226,582	280,644
135-0000-361.40-00	Interest	9,931	(12,830)	(14,842)	(26,431)	(21,672)
135-0000-369.41-00	Reim Claims & Exp	39,681	46,019	25,388	34,000	25,000
135-0000-369.90-00	Misc Rev	(7,378)	(12,319)	413	-	-
135-0000-383.20-00	Capital Lease Rev	-	10,595	-	-	-
135-0000-389.98-00	Use of Fund Balance	-	-	-	-	946,577
<b>Total Revenue</b>		<b>\$ 3,752,806</b>	<b>\$ 2,458,616</b>	<b>\$ 1,684,631</b>	<b>\$ 2,116,976</b>	<b>\$ 2,288,713</b>
<b>Expenditure</b>						
135-1114-524.12-00	Regular Salaries & Wages	628,827	652,865	774,709	904,823	1,106,037
135-1114-524.12-02	Regular Salaries & Wages	14,195	5,915	20,800	20,010	20,010
135-1114-524.12-06	Regular Salaries & Wages	1,164	2,284	2,458	2,664	2,664
135-1114-524.14-00	Overtime	5,676	5,813	8,397	3,080	10,000
135-1114-524.21-00	FICA/Medicare Taxes	47,415	48,614	59,511	71,454	80,218
135-1114-524.22-01	Retirement Contributions	73,232	81,491	107,906	164,010	158,487
135-1114-524.23-00	Medical Insurance	86,607	115,047	175,225	186,364	186,364
135-1114-524.23-02	Medical Insurance	3,919	3,895	4,820	5,956	6,669
135-1114-524.24-00	Worker's Compensation	11,413	9,195	15,881	16,401	17,888
135-1114-524.31-00	Professional Services	28,728	12,439	17,406	3,000	3,000
135-1114-524.34-00	Other Contractual Service	320,668	220,162	255,536	260,278	294,500
135-1114-524.34-12	Other Contractual Service	105,129	135,107	177,553	157,543	165,135
135-1114-524.40-00	Travel & Per Diem	667	767	-	-	-
135-1114-524.41-00	Communications Services	6,688	7,412	7,851	7,762	8,200
135-1114-524.42-00	Postage & Transportation	102	71	647	1,200	650
135-1114-524.44-00	Rentals & Leases	19,354	4,135	3,899	713	4,138
135-1114-524.44-10	Rentals & Leases/gasb 87	-	6,606	(3,989)	-	-
135-1114-524.45-01	Insurance	3,141	6,159	7,748	5,208	6,491
135-1114-524.45-02	Insurance	2,628	3,399	3,301	3,712	3,802
135-1114-524.46-00	Repair & Maintenance Services	31,143	30,198	199,741	61,494	106,550
135-1114-524.47-00	Printing & Binding	837	903	1,198	1,608	1,608
135-1114-524.48-00	Promotional	-	-	60	1,500	1,500
135-1114-524.49-00	Other Charges/Obligations	127,157	130,558	138,482	55,500	79,760
135-1114-524.51-00	Office Supplies	3,554	3,980	3,357	5,000	4,000
135-1114-524.52-00	Operating Supplies	19,280	6,836	5,806	8,000	2,200
135-1114-524.52-01	Operating Supplies - Gasoline	9,661	14,259	15,758	13,342	13,342
135-1114-524.52-05	Operating Supplies - Uniforms	3,544	3,763	4,137	5,500	5,500
135-1114-524.54-01	Books/Pubs/Subscrs/Membs	687	1,008	-	-	-
135-1114-524.54-02	Books/Pubs/Subscrs/Membs	588	4,994	-	-	-
135-1114-524.54-03	Books/Pubs/Subscrs/Membs	2,449	988	-	-	-
135-1114-524.64-00	Machinery & Equipment	40,688	47,913	41,474	-	-
135-1114-524.71-01	Lease Payment/GASB87	-	3,748	3,852	-	-
135-1114-524.72-01	Int Payment/GASB87	-	241	137	-	-
135-7979-590.99-90	Additions to Reserves	-	-	-	150,854	-
<b>Total Expenditure</b>		<b>\$ 1,599,141</b>	<b>\$ 1,570,765</b>	<b>\$ 2,053,661</b>	<b>\$ 2,116,976</b>	<b>\$ 2,288,713</b>

# 3rd Generation Fund

## *Revenue and Expenditures*

Account	Description	2021 Actual	2022 Actual	2023 Actual	2024 Budget	2025 Proposed Budget
<b>Revenue</b>						
138-0000-312.63-00	3rd Generation Sales Tax	4,010,184	4,727,820	4,866,911	5,025,999	4,820,749
138-0000-343.90-00	Grant	2,923	7,006	1,600	-	-
138-0000-361.10-00	Interest	116,833	145,168	440,415	450,396	602,410
138-0000-361.30-00	Interest-Unrealized Gain (Loss)	(111,757)	(403,822)	94,905	308,779	500,000
138-0000-361.40-00	Interest - Realized Gain (Loss)	14,044	(15,668)	(21,746)	(2,946)	(41,014)
138-0000-389.98-00	Use of Fund Balance	-	-	-	-	-
	<b>Total Revenue</b>	<b>\$ 4,032,227</b>	<b>\$ 4,460,504</b>	<b>\$ 5,382,085</b>	<b>\$ 5,782,228</b>	<b>\$ 5,882,145</b>
<b>Expenditure</b>						
138-4047-541.46-08	Repairs & Maint	985,360	795,400	958,277	250,000	100,000
138-4047-541.49-00	Other Charges/Obligations	11,012	11,454	12,475	12,000	12,500
138-4047-541.63-00	Improv Other Than Bldgs	5,967	-	832,018	-	4,650,000
138-4047-541.63-01	Road Improvements	127,254	-	-	3,725,000	-
138-4047-541.63-07	New Construction	-	8,500	169,713	150,000	-
138-4047-541.63-84	Traffic Calming	-	-	82,898	100,000	100,000
138-4047-541.63-86	Sidewalks	304,395	3,865	234,568	480,000	300,000
138-4047-541.63-87	Circulation Improvements	-	-	-	550,000	-
138-4047-541.63-90	Improve Other Than Building	885,614	2,283,738	230,334	-	-
138-7979-590.99-90	Additions to Reserves	-	-	-	515,228	719,645
	<b>Total Expenditure</b>	<b>\$ 2,319,602</b>	<b>\$ 3,102,957</b>	<b>\$ 2,520,283</b>	<b>\$ 5,782,228</b>	<b>\$ 5,882,145</b>

# Cemetery Fund

## Revenue and Expenditures

Account	Description	2021 Actual	2022 Actual	2023 Actual	2024 Budget	2025 Proposed Budget
<b>Revenue</b>						
630-0000-343.80-01	Cemetery Fees	35,550	21,550	23,100	20,000	23,000
630-0000-361.10-00	Interest	700	949	1,813	2,813	2,800
630-0000-361.30-00	Interest - Unrealized	(653)	(2,610)	583	1,670	1,700
630-0000-361.40-00	Interest - Realized	84	(102)	(59)	(110)	(261)
630-0000-364.10-00	Disposition of Assets	57,925	69,100	40,675	50,050	41,000
630-0000-381.10-00	Transfer from General Fund	26,374	111,859	108,431	59,253	91,956
<b>Total Revenue</b>		<b>\$ 119,980</b>	<b>\$ 200,746</b>	<b>\$ 174,543</b>	<b>\$ 133,676</b>	<b>\$ 160,195</b>
<b>Expenditure</b>						
630-5508-572.31-00	Professional Services	595	170	2,040	3,195	-
630-5508-572.41-00	Communications Services	108	433	433	461	450
630-5508-572.43-00	Utility Services	7,622	4,254	3,084	9,052	9,250
630-5508-572.45-01	Insurance	785	813	1,095	939	1,260
630-5508-572.46-00	Repair & Maintenance Services	111,439	129,780	166,034	114,779	114,160
630-5508-572.49-00	Other Charges/Obligations	69	79	52	200	75
630-5508-572.52-00	Operating Supplies	74	-	1,978	5,050	5,000
630-5508-572.64-00	Machinery & Equipment	-	-	-	-	30,000
<b>Total Expenditure</b>		<b>\$ 120,692</b>	<b>\$ 135,529</b>	<b>\$ 174,716</b>	<b>\$ 133,676</b>	<b>\$ 160,195</b>

# Public Art Commission Fund

## Revenue and Expenditures

Account	Description	2021 Actual	2022 Actual	2023 Actual	2024 Budget	2025 Proposed Budget
<i>Revenue</i>						
142-0000-381.60-00	Transfer from General Fund	-	-	112,000	120,000	109,700
<b>Total Revenue</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ 112,000</b>	<b>\$ 120,000</b>	<b>\$ 109,700</b>
<i>Expenditure</i>						
142-0102-579.31-00	Professional Services	-	-	63,193	120,000	108,000
142-0102-579.40-00	Travel & Per Diem	-	-	-	-	1,100
142-0102-579.54-02	Registrations/Conf/Seminars	-	-	-	-	600
<b>Total Expenditure</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ 63,193</b>	<b>\$ 120,000</b>	<b>\$ 109,700</b>

# 9th Cent Fuel Tax Fund

## Revenue and Expenditures

Account	Description	2021 Actual	2022 Actual	2023 Actual	2024 Budget	2025 Proposed Budget
<i>Revenue</i>						
139-0000-335.12-00	State Shared Revenues	-	-	616,171	573,750	600,000
139-0000-381.60-00	Transfers	-	-	1,346,570	-	-
	<b>Total Revenue</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,962,741</b>	<b>\$ 573,750</b>	<b>\$ 600,000</b>
<i>Expenditure</i>						
139-4047-541.49-00	Other Charges/Obligations	-	-	1,368	-	-
139-4047-541.63-00	Improve Other Than Building	-	-	-	573,750	600,000
	<b>Total Expenditure</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,368</b>	<b>\$ 573,750</b>	<b>\$ 600,000</b>

# LIHWAP Fund

## *Revenue and Expenditures*

Account	Description	2021 Actual	2022 Actual	2023 Actual	2024 Budget	2025 Proposed Budget
<b>Revenue</b>						
147-0000-331.59-01	Low Income Home Water Assistance Program	-	-	84,093	21,200	-
	<b>Total Revenue</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 84,093</b>	<b>\$ 21,200</b>	<b>\$ -</b>
<b>Expenditure</b>						
147-1104-564.12-00	Regular Salaries & Wages	-	-	10,384	798	-
147-1104-564.12-02	Regular Salaries & Wages	-	-	-	3	-
147-1104-564.14-00	Overtime	-	-	68	-	-
147-1104-564.21-00	FICA/Medicare Taxes	-	-	784	62	-
147-1104-564.22-01	Retirement Contributions	-	-	1,283	113	-
147-1104-564.23-00	Medical Insurance	-	-	2,349	219	-
147-1104-564.23-02	Medical Insurance	-	-	64	5	-
147-1104-564.24-00	Worker's Compensation	-	-	22	2	-
147-1104-564.31-00	Public Assistance/Professional Services	-	383	-	-	-
147-1104-564.40-00	Regular Salaries & Wages	-	-	334	200	-
147-1104-564.41-00	Communication Services	-	-	127	75	-
147-1104-564.42-00	Postage & Transportation	-	-	-	300	-
147-1104-564.44-00	Rentals & Leases	-	-	4,380	1,935	-
147-1104-564.46-00	Public Assistance/Professional Services	-	-	3,000	-	-
147-1104-564.51-00	Office Supplies	-	-	1,085	500	-
147-1104-564.52-00	Operating Supplies	-	-	423	500	-
147-1104-564.54-02	Public Assistance/Professional Services	-	-	650	-	-
147-1104-564.86-00	Benefits for LIHWAP	-	-	51,881	16,488	-
	<b>Total Expenditure</b>	<b>\$ -</b>	<b>\$ 383</b>	<b>\$ 76,834</b>	<b>\$ 21,200</b>	<b>\$ -</b>



CITY OF  
**SANFORD**  
FLORIDA



# COMPONENT AND DEBT SERVICE FUNDS

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



CITY OF  
**SANFORD**  
FLORIDA

## Component and Debt Service Funds

### *Revenue and Expenditures*

	<i>Debt Service</i>	<i>Component Fund</i>
	<i>General and Public Safety</i>	<i>CRA Downtown</i>
<i>Revenues</i>		
Taxes		
Property (Ad Valorem)	\$ -	\$ 1,498,889
Intergovernmental	-	955,449
Other Revenues	-	139,076
<b><i>Total Revenues</i></b>	<b>-</b>	<b>2,593,414</b>
Transfers In	2,760,968	-
<b><i>Total Revenues and Other Sources</i></b>	<b>2,760,968</b>	<b>2,593,414</b>
<b>Total Revenues, Transfers, and Balances</b>	<b>\$ 2,760,968</b>	<b>\$ 2,593,414</b>
<i>Expenditures</i>		
Public Safety	2,760,968	-
Economic Environment	-	2,593,414
<b><i>Total Expenditures</i></b>	<b>2,760,968</b>	<b>2,593,414</b>
<b><i>Total Expenditures and Other Uses</i></b>	<b>2,760,968</b>	<b>2,593,414</b>
<b>Total Appropriations and Reserves</b>	<b>\$ 2,760,968</b>	<b>\$ 2,593,414</b>

# CRA Downtown Fund

## Revenue and Expenditures

Account	Description	2021 Actual	2022 Actual	2023 Actual	2024 Budget	2025 Proposed Budget
<b>Revenue</b>						
	Ad Valorem - Current	\$ 875,752	\$ 948,530	\$ 1,084,752	\$ 1,354,334	\$ 1,498,889
	Ad Valorem - Delinquent	-	636	-	-	-
	Ad Valorem - Sem County Portion	591,277	653,865	749,927	901,367	955,449
	Ad Valorem - Penalty	-	115	-	-	-
	Interest	14,593	16,719	72,106	75,569	111,446
	Interest - Unrealized Gain (Loss)	(14,112)	(45,982)	17,735	52,882	54,000
	Interest - Realized Gain (Loss)	1,499	(1,809)	(3,209)	(5,964)	(26,370)
	Miscellaneous Revenue	142,304	-	-	-	-
	Transfer In	-	-	3,717,715	-	-
	Total Revenue	\$ 1,611,313	\$ 1,572,074	\$ 5,639,026	\$ 2,378,188	\$ 2,593,414
<b>Expenditure</b>						
	Regular Salaries & Wages	\$ 166,855	\$ 207,498	\$ 194,609	\$ 233,737	\$ 253,659
	Overtime	4,095	4,239	9,524	7,000	14,000
	Special Pay	666	-	152	-	500
	Add Pay	287	230	550	240	1,320
	FICA/Medicare Taxes	12,229	15,912	15,237	18,464	20,652
	Retirement Contributions	35,511	28,459	40,011	44,964	54,920
	Medical Insurance	35,203	46,194	63,194	66,966	66,966
	Life Insurance	529	758	715	1,035	1,181
	Worker's Compensation	7,751	8,187	9,149	9,565	9,355
	Professional Services	12,413	8,075	23,638	10,000	10,000
	Accounting Services	5,000	-	3,000	5,000	3,000
	Other Contractual Services	281,879	285,877	339,838	340,640	340,640
	Postage & Transportation	-	3	-	-	-
	Insurance	6,373	6,543	7,537	8,291	7,694
	Promotional Activities	58,901	72,753	44,830	69,000	115,000
	Other Charges/Obligations	11,325	14,245	6,061	6,500	7,100
	Operating Supplies	-	-	-	55,000	40,000
	Books/Pubs/Subscrs/Membs	1,045	1,045	1,045	3,045	3,045
	Grants and Aids	60,000	157,332	124,433	773,214	1,644,382
	Transfers	725,527	725,527	-	725,527	-
	Total Expenditure	\$ 1,425,589	\$ 1,582,877	\$ 883,523	\$ 2,378,188	\$ 2,593,414

# CRA Downtown Fund

## Revenue and Expenditures

Account	Description	2021 Actual	2022 Actual	2023 Actual	2024 Budget	2025 Proposed Budget
<b>Revenue</b>						
156-0000-311.10-00	Ad Valorem - Current	875,752	948,530	1,084,752	1,354,334	1,498,889
156-0000-311.20-00	Ad Valorem - Delinquent	-	636	-	-	-
156-0000-311.30-00	Ad Valorem - Sem County Portion	591,277	653,865	749,927	901,367	955,449
156-0000-319.09-00	Ad Valorem - Penalty	-	115	-	-	-
156-0000-361.10-00	Interest	14,593	16,719	72,106	75,569	111,446
156-0000-361.30-00	Interest - Unrealized Gain (Loss)	(14,112)	(45,982)	17,735	52,882	54,000
156-0000-361.40-00	Interest - Realized Gain (Loss)	1,499	(1,809)	(3,209)	(5,964)	(26,370)
156-0000-369.99-00	Miscellaneous Revenue	142,304	-	-	-	-
156-0000-381.37-00	Transfer In	-	-	3,717,715	-	-
<b>Total Revenue</b>		<b>\$ 1,611,313</b>	<b>\$ 1,572,074</b>	<b>\$ 5,639,026</b>	<b>\$ 2,378,188</b>	<b>\$ 2,593,414</b>
<b>Expenditure</b>						
156-0108-552.12-00	Regular Salaries & Wages	166,393	206,787	193,362	233,719	251,240
156-0108-552.12-02	Regular Salaries & Wages	462	511	1,247	18	2,419
156-0108-552.12-06	Regular Salaries & Wages	-	200	-	-	-
156-0108-552.14-00	Overtime	4,095	4,239	9,524	7,000	14,000
156-0108-552.15-00	Special Pay	666	-	152	-	500
156-0108-552.15-02	Add Pay	287	230	550	240	1,320
156-0108-552.21-00	FICA/Medicare Taxes	12,229	15,912	15,237	18,464	20,652
156-0108-552.22-01	Retirement Contributions	20,668	22,182	30,924	29,941	41,317
156-0108-552.22-02	Retirement Contributions	14,843	6,277	9,087	15,023	13,603
156-0108-552.23-00	Medical Insurance	35,203	46,194	63,194	66,966	66,966
156-0108-552.23-02	Life Insurance	529	758	715	1,035	1,181
156-0108-552.24-00	Worker's Compensation	7,751	8,187	9,149	9,565	9,355
156-0108-552.31-00	Professional Services	12,413	8,075	23,638	10,000	10,000
156-0108-552.32-00	Accounting Services	5,000	-	3,000	5,000	3,000
156-0108-552.34-00	Other Contractual Services	281,879	285,877	339,838	340,640	340,640
156-0108-552.42-00	Postage & Transportation	-	3	-	-	-
156-0108-552.45-01	Insurance	6,373	6,543	7,537	8,291	7,694
156-0108-552.48-00	Promotional Activities	58,901	72,753	44,830	69,000	115,000
156-0108-552.49-00	Other Charges/Obligations	11,325	14,245	6,061	6,500	7,100
156-0108-552.52-00	Operating Supplies	-	-	-	55,000	40,000
156-0108-552.54-01	Books/Pubs/Subscrs/Membs	1,045	1,045	1,045	1,045	1,045
156-0108-552.54-02	Books/Pubs/Subscrs/Membs	-	-	-	2,000	2,000
156-0108-552.81-00	Grants and Aids	60,000	157,332	124,433	773,214	1,644,382
156-7979-581.91-01	Transfers	725,527	725,527	-	725,527	-
<b>Total Expenditure</b>		<b>\$ 1,425,589</b>	<b>\$ 1,582,877</b>	<b>\$ 883,523</b>	<b>\$ 2,378,188</b>	<b>\$ 2,593,414</b>

# Debt Service Fund

## Revenue and Expenditures

Account	Description	2021 Actual	2022 Actual	2023 Actual	2024 Budget	2025 Proposed Budget
<b>Revenue</b>						
201-0000-361.10-00	Interest	14,479	17,988	139,168	-	-
201-0000-361.30-00	Interest - Unrealized	(13,352)	(47,505)	(8,939)	-	-
201-0000-361.40-00	Interest - Realized	1,415	(1,780)	(4,711)	-	-
201-0000-381.01-04	Transfers - General Fund	1,612,000	1,681,412	1,993,966	2,178,023	2,760,968
201-0000-384.00-00	Debt Proceeds	-	-	5,769,783	-	-
<b>Total Revenue</b>		<b>\$ 1,614,542</b>	<b>\$ 1,650,115</b>	<b>\$ 7,889,267</b>	<b>\$ 2,178,023</b>	<b>\$ 2,760,968</b>
<b>Expenditure</b>						
201-2020-521.71-01	Police Vehicle Lease	395,992	421,310	712,032	933,619	542,688
201-2020-521.72-01	Police Vehicle Lease	16,618	16,748	48,931	78,654	635,780
201-7979-517.71-15	PSC Revenue Bonds Prin	905,000	930,000	6,395,000	315,000	747,500
201-7979-517.72-15	PSC Revenue Bonds Int	263,413	234,000	538,652	850,750	835,000
201-7979-590.49-00	Other Charges/Obligations	1,319	1,396	3,451	-	-
<b>Total Expenditure</b>		<b>\$ 1,582,342</b>	<b>\$ 1,603,454</b>	<b>\$ 7,698,066</b>	<b>\$ 2,178,023</b>	<b>\$ 2,760,968</b>

# Long Term Debt

## Governmental Activities Capital Improvement Revenue Bonds

On May 1, 2023, the City issued \$19,180,000 of Capital Improvement Revenue Bonds, Series 2023 for the purpose of refunding all of the City’s outstanding Sales Tax Revenue Note, Series 2012, which were issued for the construction of a public safety complex to include a fire, police, and Emergency Operations Center (EOC) and to fund capital improvements throughout the City. The bond bears interest at 3.98%, payable semiannually on April 1 and October 1. Principal payments are due and payable on October 1 of each fiscal year beginning October 1, 2023 through October 1, 2052. The 2023 bonds are secured by all non-ad valorem revenues and was issued at a premium of \$1,025,722. The Capital Improvement Revenue Bonds will mature as follows:

Fiscal Year Ending September 30,	Capital Improvement Revenue Bonds, Series 2023		Total
	Principal	Interest	Debt Service
	2024	\$ 315,000	\$ 850,750
2025	330,000	835,000	1,165,000
2026	345,000	818,500	1,163,500
2027	365,000	801,250	1,166,250
2028	385,000	783,000	1,168,000
2029-2033	2,220,000	3,608,000	5,828,000
2034-2038	2,835,000	2,994,500	5,829,500
2039-2043	3,600,000	2,219,050	5,819,050
2044-2048	4,435,000	1,391,200	5,826,200
2049-2052	4,225,000	430,800	4,655,800
	\$ 19,055,000	\$ 14,732,050	\$ 33,787,050

# Long Term Debt

## Bonds, Notes and Loans Payable

The City has revenue bonds and notes outstanding at September 30, 2023. 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
Revenue Bonds:			
Capital Improvement Revenue Bonds, Series 2023	Public safety complex and Capital Improvements	Non-Ad Valorem Revenue	\$ 19,180,000
Capital Leases:			
City National	Police vehicles	N/A	184,725
U.S. Bancorp Government	Police vehicles	N/A	481,457
U.S. Bancorp Government	Police vehicles	N/A	745,000
Truist	Police vehicles	N/A	824,000
Cogent Bank	Police vehicles	N/A	947,441
			<u>\$ 37,412,623</u>
Total Governmental Activities:			
Business-type Activities			
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	Net revenues of water and sewer system	2,622,385
WW590101	Sewer Restoration of underground pipe	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	18,189,734
WW590150	Water Treatment facility construction	Net revenues of water and sewer system	9,668,759
WW590191	Drinking Water facility construction	Net revenues of water and sewer system	511,323
WW590192	Drinking Water facility construction	Net revenues of water and sewer system	9,720,259
			<u>88,617,278</u>
Total Water/Sewer Utility Debt			
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
			<u>13,052,615</u>
Total Stormwater Utility Debt			
Total Business-type Activities:			
			<u>\$ 101,669,893</u>



# Long Term Debt

## Bonds, Notes and Loans Payable

	Amount O/S and/or Pledged	Interest Rate	Debt Service as Portion of Revenue Pledged	Total Debt Service Paid	Annual Pledged Revenues
Governmental Activities:					
Revenue Notes:					
Sales Tax Note, Series 2012	\$ -	3.25%	0.00%	\$ 6,270,000	\$ 4,965,126
Revenue Bonds:					
Capital Improvement Revenue Bonds, Series 2023	\$ 19,055,000	3.98%	0.37%	\$ 125,000	\$ 33,815,278
Capital Leases:					
City National	-	2.850%	N/A	36,260	N/A
U.S. Bancorp Government	62,298	1.990%	N/A	122,752	N/A
Truist	282,799	0.980%	N/A	186,238	N/A
Truist	573,004	1.850%	N/A	201,259	N/A
Cogent	781,918	4.300%	N/A	165,523	N/A
Total Governmental Activities:	<u>\$ 20,755,019</u>			<u>\$ 7,107,032</u>	
Business-type Activities					
Water/Sewer Utility Debt:					
State Revolving Fund Loans:					
CS120586220	-	3.34% - 3.55%	1.40%	146,741	10,491,103
WW586250	4,053,117	2.42% - 2.48%	10.45%	1,096,472	10,491,103
DW5906010	-	3.55%	2.03%	213,056	10,491,103
WW590100	1,145,464	2.65%	1.30%	136,344	10,491,103
WW590101	87,807	2.28%	0.10%	10,620	10,491,103
DW590110	200,931	2.71%	0.23%	23,855	10,491,103
DW590120	6,092,109	1.98% - 2.66%	5.36%	561,926	10,491,103
WW590130	738,175	2.63% - 2.87%	0.42%	44,269	10,491,103
WW590131	12,922,487	2.16%	8.72%	914,620	10,491,103
WW590150	8,131,075	.58% - 1.09%	4.72%	494,788	10,491,103
WW590191	401,780	1.04%	0.52%	55,055	10,491,103
WW590192	9,720,259	0.05%	0.00%	-	10,491,103
Total Water/Sewer Utility Debt	<u>43,493,204</u>			<u>3,697,746</u>	
Stormwater Utility Debt:					
State Revolving Fund Loans:					
SWG12058624P	1,146,735	2.52%-2.90%	8.60%	267,756	3,112,636
SW586260	1,150,798	2.80%	4.37%	136,095	3,112,636
SW586261	204,721	2.28%	0.74%	23,077	3,112,636
SW590140	306,765	2.63%	0.63%	19,563	3,112,636
SW590141	3,920,999	1.05%-1.18%	7.37%	229,406	3,112,636
Total Stormwater Utility Debt	<u>6,730,018</u>			<u>675,897</u>	
Total Business-type Activities:	<u>\$ 50,223,222</u>			<u>\$ 4,373,643</u>	

## Long Term Debt

### Enterprise Funds – Loans Payable

Enterprise Funds loans payable at September 30, 2021 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:	
SW5826261	\$ 204,721
SWG12058624P	1,146,735
SW5826260	1,150,798
SW590140	306,765
SW590141	<u>3,920,999</u>
Total Stormwater Utility Debt	<u>\$ 6,730,018</u>

## Long Term Debt

### Enterprise Funds – Loans Payable

#### Primary Government: Water and Sewer:

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, \$455,247 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, \$18,395,032 authorized, \$18,189,734 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, \$9,646,823 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, \$511,322 drawn for construction of treatment plant facilities, payable in 20 equal semiannual installments, including interest at 1.04%, on February 15 and August 15 of each year.

State Revolving Fund Loan WW590192 payable, \$12,421,000 authorized, \$7,124,570 drawn for construction of treatment plant facilities, payable in 20 equal semiannual installments, including interest at .05% on February 15 and August 15 of each year.

State Revolving Fund Loans:	
WW586250	\$ 4,053,117
WW590100	1,145,464
WW590101	87,807
DW590110	200,931
DW590120	6,092,109
WW590130	738,175
WW590131	12,922,487
WW590150	8,131,075
WW590191	401,780
WW590192	9,720,259
Total Stormwater Utility Debt	\$ 43,493,204

## Long Term Debt

### Enterprise Funds – Loans Payable

Required principal and interest deposits for State Revolving Fund (SRF) loans are presented as part of restricted assets for debt service on the statement of net position. SRF loan payments for the first years are based upon the full loan amount available, not the monies actually drawn to date. After completion of the project, a final loan dollar amount is established and a final loan payment/amortization schedule is established. Maturity schedules for those loans which have final loan payment/amortization schedules are as follows (loans DW590131, WW590150, WW590191 and WW590192 are not closed out and do not have a final loan payment/amortization schedule at September 30, 2023):

Fiscal Year Ending September 30,	SRF SWG12058624P		
	Principal	Interest	Total
2024	\$ 275,116	\$ 29,462	\$ 304,578
2025	282,682	21,895	304,577
2026	290,457	14,120	304,577
2027	298,484	6,093	304,577
	<u>\$ 1,146,739</u>	<u>\$ 71,570</u>	<u>\$ 1,218,309</u>

Fiscal Year Ending September 30,	SRF Loan SW586260		
	Principal	Interest	Total
2024	\$ 139,932	\$ 31,250	\$ 171,182
2025	143,878	27,304	171,182
2026	147,935	23,247	171,182
2027	152,106	19,076	171,182
2028	156,345	17,600	173,945
2029-2031	410,602	14,590	425,192
	<u>\$ 1,150,798</u>	<u>\$ 133,067</u>	<u>\$ 1,283,865</u>

Fiscal Year Ending September 30,	SRF Loan SW586261		
	Principal	Interest	Total
2024	\$ 23,606	\$ 4,534	\$ 28,140
2025	24,147	3,993	28,140
2026	24,701	3,439	28,140
2027	25,268	2,872	28,140
2028	25,847	2,293	28,140
2029-2031	81,152	3,268	84,420
	<u>\$ 204,721</u>	<u>\$ 20,399</u>	<u>\$ 225,120</u>

# Long Term Debt

## Enterprise Funds – Loans Payable

Fiscal Year Ending September 30,	SRF Loan DW590140		
	Principal	Interest	Total
2024	\$ 20,081	\$ 7,938	\$ 28,019
2025	20,613	7,406	28,019
2026	21,158	6,861	28,019
2027	21,718	6,301	28,019
2028	22,293	5,726	28,019
2029-2033	95,234	16,844	112,078
2034-2036	105,668	6,409	112,077
	<u>\$ 306,765</u>	<u>\$ 57,485</u>	<u>\$ 364,250</u>

Fiscal Year Ending September 30,	SRF Loan DW590141		
	Principal	Interest	Total
2024	\$ 232,102	\$ 45,278	\$ 277,380
2025	234,830	42,550	277,380
2026	237,590	39,790	277,380
2027	240,383	36,997	277,380
2028	243,209	34,171	277,380
2029-2033	1,259,604	127,296	1,386,900
2034-2038	1,335,399	51,502	1,386,901
2039	137,882	808	138,690
	<u>\$ 3,920,999</u>	<u>\$ 378,392</u>	<u>\$ 4,299,391</u>

Fiscal Year Ending September 30,	SRF Loan WW586250		
	Principal	Interest	Total
2024	\$ 1,123,281	\$ 91,719	\$ 1,215,000
2025	1,150,746	64,254	1,215,000
2026	1,178,883	36,117	1,215,000
2027	600,207	7,293	607,500
	<u>\$ 4,053,117</u>	<u>\$ 199,383</u>	<u>\$ 4,252,500</u>

# Long Term Debt

## Enterprise Funds – Loans Payable

Fiscal Year Ending September 30,	SRF Loan WW590100		
	Principal	Interest	Total
2024	\$ 139,981	\$ 29,434	\$ 169,415
2025	143,715	25,700	169,415
2026	147,549	21,866	169,415
2027	151,485	17,930	169,415
2028	155,526	13,889	169,415
2029-2031	407,208	16,329	423,537
	<u>\$ 1,145,464</u>	<u>\$ 125,148</u>	<u>\$ 1,270,612</u>

Fiscal Year Ending September 30,	SRF Loan WW590101		
	Principal	Interest	Total
2024	\$ 10,863	\$ 1,941	\$ 12,804
2025	11,112	1,692	12,804
2026	11,367	1,437	12,804
2027	11,628	1,176	12,804
2028	11,894	909	12,803
2029-2031	30,943	1,066	32,009
	<u>\$ 87,807</u>	<u>\$ 8,221</u>	<u>\$ 96,028</u>

Fiscal Year Ending September 30,	SRF Loan DW590110		
	Principal	Interest	Total
2024	\$ 24,506	\$ 5,280	\$ 29,786
2025	25,174	4,612	29,786
2026	25,861	3,925	29,786
2027	26,567	3,219	29,786
2028	27,292	2,494	29,786
2029-2031	71,531	2,934	74,465
	<u>\$ 200,931</u>	<u>\$ 22,464</u>	<u>\$ 223,395</u>

# Long Term Debt

## Enterprise Funds – Loans Payable

Fiscal Year Ending September 30,	SRF Loan DW590120		
	Principal	Interest	Total
2024	\$ 575,990	\$ 148,042	\$ 724,032
2025	590,408	133,624	724,032
2026	605,187	118,845	724,032
2027	620,338	103,694	724,032
2028	635,870	88,162	724,032
2029-2032	3,064,316	193,830	3,258,146
	<u>\$ 6,092,109</u>	<u>\$ 786,197</u>	<u>\$ 6,878,306</u>

Fiscal Year Ending September 30,	SRF Loan DW590130		
	Principal	Interest	Total
2024	\$ 45,389	\$ 20,867	\$ 66,256
2025	46,701	19,555	66,256
2026	48,051	18,205	66,256
2027	49,440	16,816	66,256
2028	50,874	15,382	66,256
2029-2033	277,299	53,981	331,280
2034-2037	220,401	12,910	233,311
	<u>\$ 738,155</u>	<u>\$ 157,716</u>	<u>\$ 895,871</u>



## Capital Leases

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

On June 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 \$145,317, respectively, as of September 30, 2023.

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 \$31,382. The aggregate cost and accumulated depreciation of the governmental activities machinery & equipment asset acquired through the capital lease are \$481,457 and \$206,648, respectively, as of September 30, 2023.

On March 1, 2021 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 .98% and calls for quarterly payments of \$47,538. The aggregate cost and accumulated depreciation of the governmental activities machinery & equipment assets acquired through the capital lease are \$745,000 and \$384,606, respectively, as of September 30, 2023.

On April 14, 2022 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 1.85% and calls for quarterly payments of \$53,548. The aggregate cost and accumulated depreciation of the governmental activities machinery & equipment assets acquired through the capital lease are \$824,000 and \$307,615, respectively, as of September 30, 2023.

## Capital Leases

On December 15, 2022 the City entered into an agreement with a local finance company to finance the acquisition of police vehicles. The agreement has a 4-year fixed term at 4.3% and calls for quarterly payments of \$64,770. The aggregate cost and accumulated depreciation of the governmental activities machinery & equipment asset acquired through the finance lease are \$947,441 and \$192,291, respectively as of September 30, 2023.

The City also has seven leases for equipment, land, and buildings which include copiers, a postage machine, vehicles, office space, VMware, golf carts, and a lot used for parking of which none of these will revert to the City at the close of the lease.

The building lease has a discount rate of .529% and a remaining balance of \$15,331 and will expire October 31, 2023.

The land leases has a discount rates of .743% and a remaining balance of \$18,832 and will expire June 13, 2024.

The five equipment leases have discount rates ranging from .529 to 1.425% and a cumulative balance of \$149,456 and will expire between July 23, 2024 and January 28, 2026.

The City also has three SBITAs that have discount rates ranging from .9 to .82 and a cumulative balance of \$791,936 and will expire between October 2023 and January 2026.

## Capital Leases

The future minimum lease obligations and the net present value of these minimum lease payments as of September 30, 2023, were as follows:

Financed Leases		Governmental		
Year Ending September 30,		Activities		
2024	\$	726,190		
2025		568,350		
2026		419,725		
2027		<u>64,770</u>		
Total minimum lease payments		1,779,035		
Less: Amount representing interest costs		<u>(79,016)</u>		
Present value of minimum lease payments	\$	<u><u>1,700,019</u></u>		
Leases/SBITAs				
Year Ending September 30,		Governmental	Business-type	
		Activities	Activities	
2024	\$	639,520	\$ 73,427	
2025		289,791	59,679	
2026		<u>52,828</u>	<u>15,678</u>	
Total minimum lease payments		982,139	148,784	
Less: Amount representing interest costs		<u>(172,233)</u>	<u>(3,116)</u>	
Present value of minimum lease payments	\$	<u><u>809,906</u></u>	<u><u>\$ 145,668</u></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				
2014	\$ -	\$ 12,960,000	\$ 225,000	\$ 1,192,447	\$ 14,720,000	\$ 39,807,828	\$ -	\$ 68,905,275	\$ 2,386,109,874	2.9%	1,199
2015	-	12,215,000	-	1,170,776	12,975,000	43,601,820	-	69,962,596	2,378,761,400	2.9%	1,241
2016	-	11,445,000	-	1,057,538	11,165,000	49,356,037	-	73,023,575	2,211,604,736	3.3%	1,230
2017	-	10,650,000	-	978,584	9,280,000	52,654,250	-	73,562,834	2,585,576,817	2.8%	1,276
2018	-	9,830,000	-	798,657	7,325,000	56,344,418	-	74,298,075	2,727,351,614	2.7%	1,272
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	3,190,000	53,887,473	-	65,895,386	3,133,326,005	2.1%	1,165
2021	-	7,200,000	-	1,061,921	1,005,000	51,678,075	-	60,944,996	3,313,015,314	1.8%	965
2022	-	6,270,000	-	391,793	-	51,979,240	-	58,641,033	3,326,890,208	1.8%	928
2023	-	19,055,000	-	1,700,019	-	50,223,222	-	70,978,241	4,008,728,842	1.8%	1,058

**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

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



CITY OF  
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# Pledge Revenue Coverage

## *Last Ten Fiscal Years*

Proprietary Funds								
Water and Sewer Revenue Bonds								
Fiscal Year	Gross Revenues (1), (5)	Water System Development Charges (7)	Operating Expenses (2)	Net Available For Debt Service	Debt Service Requirements (3)		Coverage	
					Principle	Interest		
2014	\$ 22,570,956	\$ 536,916	\$ 12,509,032	\$ 10,598,840	\$ 1,470,000	\$ 624,789		5.06
2015	23,710,035	620,429	14,759,306	9,571,158	1,745,000	569,664		4.14
2016	24,522,417	833,080	14,791,336	10,564,161	1,810,000	501,945		4.57
2017	25,925,613	1,262,084	16,475,549	10,712,148	1,885,000	431,891		4.62
2018	24,069,532	3,216,696	16,139,681	11,146,547	1,955,000	416,745		4.70
2019	27,656,617	2,400,876	16,401,102	13,656,391	2,030,000	344,534		5.75
2020	27,726,796	2,586,030	16,054,248	14,258,578	2,105,000	249,052		6.06
2021	28,547,725	6,097,815	16,049,191	18,596,349	2,185,000	150,043		7.96
2022	26,244,497	5,358,518	18,293,121	13,309,894	1,005,000	47,271		12.65
2023	-	-	-	-	-	-		-

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	
2014	\$ 22,570,956	\$ 14,603,821	\$ 7,967,135	\$ 2,381,877	\$ 597,388	2.67
2015	23,710,035	17,073,970	6,636,065	2,410,939	565,114	2.23
2016	24,522,417	17,103,281	7,419,136	2,300,903	575,379	2.58
2017	25,925,613	18,792,440	7,133,173	2,332,799	794,761	2.28
2018	24,069,532	18,511,426	5,558,106	3,414,129	458,891	1.44
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
2021	28,547,726	18,384,234	10,163,492	3,877,793	835,495	2.16
2022	26,244,497	19,345,392	6,899,105	3,999,959	752,720	1.45
2023	35,379,260	24,888,158	10,491,102	3,714,124	711,302	2.37

# Pledge Revenue Coverage

## *Last Ten Fiscal Years*

Stormwater State Revolving Loans							
Stormwater Revenues	Less: Operating Expenses (2)	Not Available For Debt Service	Debt Service Requirements (4)		Coverage		
			Principle	Interest			
\$ 4,474,837	\$ 1,641,644	\$ 2,833,193	\$ 335,549	\$ 166,650		5.64	
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	
6,113,296	1,829,048	4,284,248	647,064	157,913		5.32	
5,806,916	2,192,453	3,614,463	661,306	143,597		4.49	
5,996,832	2,884,196	3,112,636	676,265	128,895		3.87	

# Pledge Revenue Coverage

## *Last Ten Fiscal Years*

Sales Tax Note					
Fiscal Year	Half-Cent Sales Tax	Debt Service Requirements (4), (8)		Coverage	
		Principle	Interest		
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
2021	4,350,235	905,000	263,413		3.72
2022	4,949,079	930,000	234,000		4.25
2023	4,965,126	6,270,000	181,569		0.77



# Pledge Revenue Coverage

## ***Last Ten Fiscal Years***

CRA Note					
Fiscal Year	CRA Ad Valorem Taxes	Debt Service Requirements (4)		Coverage (6)	
		Principle	Interest		
2014	\$ 1,117,433	\$ 215,000	\$ 15,397		4.85
2015	951,384	225,500	7,853		4.08
2016					-
2017	-	-	-		-
2018	-	-	-		-
2019	-	-	-		-
2020	-	-	-		-
2021	-	-	-		-
2022	-	-	-		-
2023	-	-	-		-

- (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.



CITY OF  
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# INTERNAL SERVICE FUNDS

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- **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	\$ -	\$ 387,200	\$ 387,200
<b>Revenues</b>			
Charges for Services	\$ 3,329,128	\$ 11,778,297	\$ 15,107,425
Other Revenues	203,072	811,162	1,014,234
<b>Total Revenues</b>	<b>3,532,200</b>	<b>12,589,459</b>	<b>16,121,659</b>
<i>Total Revenues and Other Sources</i>	<i>3,532,200</i>	<i>12,589,459</i>	<i>16,121,659</i>
Total Revenues, Transfers, and Balances	\$ 3,532,200	\$ 12,976,659	\$ 16,508,859
<b>Expenses</b>			
<b>Total Expenses</b>	<b>-</b>	<b>-</b>	<b>-</b>
Other Uses	3,532,200	12,976,659	16,508,859
<i>Total Expenses and Other Uses</i>	<i>3,532,200</i>	<i>12,976,659</i>	<i>16,508,859</i>
<b>Total Appropriations and Reserves</b>	<b>\$ 3,532,200</b>	<b>\$ 12,976,659</b>	<b>\$ 16,508,859</b>

# General Liability Insurance Fund

## Revenue and Expenditures

Account	Description	2021 Actual	2022 Actual	2023 Actual	2024 Budget	2025 Proposed Budget
<b>Revenue</b>						
520-0000-341.20-01	Internal Service Fees	1,191,395	1,234,499	1,526,969	1,652,875	2,266,439
520-0000-341.20-02	Internal Service Fees	190,395	273,436	257,555	317,719	321,791
520-0000-341.20-04	Internal Service Fees	1,040,037	1,110,051	1,165,688	1,274,714	589,568
520-0000-361.10-00	Interest	54,871	71,951	193,576	111	203,072
520-0000-361.30-00	Interest - Unrealized Gain (Loss)	(52,180)	(199,890)	47,891	-	164,624
520-0000-361.40-00	Interest - Realized Gain (Loss)	6,407	(7,699)	(9,517)	-	(13,294)
520-0000-369.30-00	Reimbursement of Claims	30,806	-	717	-	-
520-0000-369.50-00	Reimbursement of Claims	26,801	143,073	175,823	-	-
520-0000-369.90-00	Reimbursement of Claims	-	2,582	-	-	-
520-0000-389.98-00	Use of Fund Balance	-	-	-	554,012	-
<b>Total Revenue</b>		<b>\$ 2,488,532</b>	<b>\$ 2,628,003</b>	<b>\$ 3,358,702</b>	<b>\$ 3,799,431</b>	<b>\$ 3,532,200</b>
<b>Expenditure</b>						
520-7979-590.12-00	Regular Salaries & Wages	67,612	44,004	61,746	72,850	72,850
520-7979-590.21-00	FICA/Medicare Taxes	5,132	3,366	4,724	7,150	7,150
520-7979-590.31-06	Other	595,157	448,458	746,742	839,663	446,072
520-7979-590.31-12	Worker's Compensation Misc Prof	74,055	60,022	131,037	126,644	85,476
520-7979-590.31-50	Professional Service/Same Year Recov	(228,692)	(317,390)	(519,140)	-	-
520-7979-590.45-01	Operating Liability	479,076	443,694	422,776	620,571	625,143
520-7979-590.45-02	Auto Liability	214,043	225,232	187,517	311,580	321,791
520-7979-590.45-03	Surety Bond	6,572	6,612	6,546	12,427	13,663
520-7979-590.45-04	Worker's Compensation Premium Pmt	135,105	715,974	(169,374)	263,322	47,873
520-7979-590.45-05	Property Liability	419,268	416,346	589,847	1,214,823	1,333,384
520-7979-590.45-06	AD&D	16	9,097	11,581	12,879	14,013
520-7979-590.45-07	Insurance/Sports Accident Policy	30,314	28,394	38,736	42,846	46,849
520-7979-590.45-08	W/C Quarterly Install	7,886	7,435	8,386	9,224	10,147
520-7979-590.45-09	Stop Loss Deductible	112,870	194,981	237,927	202,164	86,070
520-7979-590.45-11	Insurance/ General Liability TPA	20,293	21,034	2,662	21,876	24,064
520-7979-590.45-12	Special Events	10,886	11,127	14,643	18,912	17,718
520-7979-590.49-00	Other Charges/Obligations	5,275	6,431	5,534	2,500	5,534
520-7979-590.49-87	Safety Incentive Program	3,715	3,306	3,042	20,000	20,000
520-7979-590.99-90	Additions to Reserves	-	-	-	-	354,403
<b>Total Expenditure</b>		<b>\$ 1,958,583</b>	<b>\$ 2,328,123</b>	<b>\$ 1,784,932</b>	<b>\$ 3,799,431</b>	<b>\$ 3,532,200</b>

# Health Insurance Fund

## Revenue and Expenditures

Account	Description	2021 Actual	2022 Actual	2023 Actual	2024 Budget	2025 Proposed Budget
<b>Revenue</b>						
530-0000-341.20-20	Internal Services Fees - City	4,961,808	6,405,567	8,270,537	8,308,894	9,334,523
530-0000-341.20-21	Internal Service Fees - Employee	1,070,216	1,042,256	1,034,115	1,034,088	1,137,384
530-0000-341.20-22	Internal Service Fees - Retirees	646,222	850,465	1,037,070	997,906	1,045,376
530-0000-361.10-00	Interest	61,058	61,048	248,295	10,000	345,610
530-0000-361.30-00	Interest - Unrealized	(59,796)	(178,051)	50,821	-	284,478
530-0000-361.40-00	Interest - Realized	7,435	(6,798)	(11,856)	-	(23,464)
530-0000-369.01-00	Cobra Payments	17,140	-	-	-	-
530-0000-369.02-00	Retiree Payments	117,904	129,714	124,579	105,192	105,552
530-0000-369.03-00	Active Employee Leave	320	325	-	-	-
530-0000-369.41-00	Reimbursement of Claims	-	-	21,263	6,000	360,000
530-0000-369.50-00	Miscellaneous Income	550,230	175,365	344,826	-	-
530-0000-381.42-00	TRANSFERS - STORM WATER FUND	-	95,898	-	-	-
530-0000-381.45-00	TRANSFERS - WATER/WASTEWATER	404,102	-	-	-	-
530-0000-389.98-00	ADDITIONS TO RESERVES	-	-	-	500,000	387,200
	<b>Total Revenue</b>	<b>\$ 7,776,639</b>	<b>\$ 8,575,789</b>	<b>\$ 11,119,650</b>	<b>\$ 10,962,080</b>	<b>\$ 12,976,659</b>
<b>Expenditure</b>						
530-7905-562.31-00	Professional Services	360,182	344,456	331,071	396,465	455,349
530-7905-562.34-00	Other Contractual Services	247,726	227,858	250,636	241,588	260,750
530-7905-562.41-00	Communication Services	6,064	11,942	16,595	11,733	18,960
530-7905-562.42-00	Postage & Transportation	74	-	20	-	260
530-7905-562.43-00	Utility Services	1,970	2,402	2,845	2,336	3,600
530-7905-562.44-00	Rentals & Leases	1,939	1,767	1,911	1,946	2,100
530-7905-562.46-00	Repair & Maintenance Services	1,356	1,910	3,077	3,200	3,000
530-7905-562.47-00	Printing & Binding	131	153	72	165	165
530-7905-562.49-00	Other Charges/Obligations	6,873	6,825	7,173	7,348	8,350
530-7905-562.51-00	Office Supplies	112	577	644	600	890
530-7905-562.52-00	Operating Supplies	176,901	143,810	238,799	145,000	368,012
530-7979-562.12-00	Wellness Program	39,339	48,891	47,693	21,200	21,200
530-7979-562.21-00	Wellness Program	2,995	3,714	3,641	3,800	3,800
530-7979-562.23-16	Health Reimbursement/HRA	25,108	19,077	20,424	75,000	75,275
530-7979-562.23-25	Medical Insurance/Excess Risk	835,986	813,663	964,386	1,063,642	1,063,645
530-7979-562.23-35	Medical Insurance/Copay Reimb	8,584	47,649	54,642	38,742	44,559
530-7979-562.31-01	Professional Services	7,682,686	6,196,130	6,148,875	8,534,640	9,958,751
530-7979-562.31-50	Professional Services-Recovery	(428,853)	(678,477)	(332,763)	-	-
530-7979-562.31-96	Professional Services	335,893	335,482	343,217	347,175	391,774
530-7979-562.46-00	Repair & Maintenance Services	10,993	11,757	27,772	-	-
530-7979-562.49-00	Other Charges/Obligations	12,157	12,854	14,946	67,500	67,500
530-7979-562.52-00	Operating Supplies	-	4,124	11,597	-	-
530-7979-590.99-90	Addition to Reserves	-	-	-	-	228,719
	<b>Total Expenditure</b>	<b>\$ 9,328,216</b>	<b>\$ 7,556,564</b>	<b>\$ 8,157,273</b>	<b>\$ 10,962,080</b>	<b>\$ 12,976,659</b>

# CAPITAL PROJECTS FUNDS

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

## Capital Projects Fund

### *Revenue and Expenditures*

	<i>Equipment Replacement</i>	<i>Recreation Capital Recovery</i>	<i>Total Capital Funds</i>
<b>Revenues</b>			
Capital Replacement Fee	\$ -	\$ 6,500	\$ 6,500
Other Revenues	404,336	2,686	407,022
<b>Total Revenues</b>	<b>404,336</b>	<b>9,186</b>	<b>413,522</b>
Transfers In	7,622,291	-	7,622,291
Debt Proceeds	1,463,781	-	1,463,781
<i>Total Revenues and Other Sources</i>	<i>9,490,408</i>	<i>9,186</i>	<i>9,499,594</i>
<b>Total Revenues, Transfers, and Balances</b>	<b>\$ 9,490,408</b>	<b>\$ 9,186</b>	<b>\$ 9,499,594</b>
<b>Expenditures</b>			
General Government	\$ 938,600	\$ -	\$ 938,600
Public Safety	3,654,094	-	3,654,094
Physical Environment	224,000	-	224,000
Transportation	305,000	-	305,000
Culture and Recreation	415,391	-	415,391
<b>Total Expenditures</b>	<b>5,537,085</b>	<b>-</b>	<b>5,537,085</b>
Total Revenue Over/(Under) Expenditure	3,953,323	9,186	3,962,509
<b>Total Appropriations and Reserves</b>	<b>\$ 9,490,408</b>	<b>\$ 9,186</b>	<b>\$ 9,499,594</b>



# Capital Projects Fund

## Revenue and Expenditures

Account	Description	2021 Actual	2022 Actual	2023 Actual	2024 Budget	2025 Proposed Budget
<b>Revenue</b>						
310-0000-337.30-00	Grants From Other Lcl Unit/Sem County Interlocal	7,000,000	-	-	-	-
310-0000-337.37-00	Grants From Other Lcl Unit/Sem County Interlocal	1,898,439	-	-	-	-
310-0000-361.10-00	Interest Earned/Interest Earned	23,421	-	678	-	-
310-0000-361.30-00	Interest Earned/Unrealized Gain (Loss)	(19,411)	-	(286)	-	-
310-0000-361.40-00	Interest Earned/Realized Gain (Loss)	(3,789)	-	(56)	-	-
310-0000-381.36-00	Interfund Group Transfers/From Capital Repl	14,051,975	-	-	-	-
310-0000-381.60-00	Interfund Transfers/From General Fund	168,478	-	-	-	-
<b>Total Revenue</b>		<b>\$ 23,119,113</b>	<b>\$ -</b>	<b>\$ 336</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Expenditure</b>						
310-4047-541.63-00	Improve Other Than Building	5,728,857	-	-	-	-
310-5508-572.63-00	Improve Other Than Building	136,655	-	-	-	-
<b>Total Expenditure</b>		<b>\$ 5,865,512</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

# Recreation Capital Fund

## Revenue and Expenditures

Account	Description	2021 Actual	2022 Actual	2023 Actual	2024 Budget	2025 Proposed Budget
<b>Revenue</b>						
340-0000-347.50-80	Capital Recovery Fee	5,694	8,077	6,339	5,654	6,500
340-0000-361.10-00	Interest	294	434	1,308	1,354	1,521
340-0000-361.30-00	Interest - Unrealized	(282)	(1,192)	288	931	1,267
340-0000-361.40-00	Interest - Realized	34	(47)	(63)	(106)	(102)
	<b>Total Revenue</b>	<b>\$ 5,740</b>	<b>\$ 7,272</b>	<b>\$ 7,872</b>	<b>\$ 7,833</b>	<b>\$ 9,186</b>
<b>Expenditure</b>						
340-7979-590.49-00	Other Charges/Obligations	28	34	37	-	-
340-7979-591.99-90	Additions to Reserves	-	-	-	7,833	9,186
	<b>Total Expenditure</b>	<b>\$ 28</b>	<b>\$ 34</b>	<b>\$ 37</b>	<b>\$ 7,833</b>	<b>\$ 9,186</b>

# Capital Replacement Fund

## Revenue and Expenditures

Account	Description	2021 Actual	2022 Actual	2023 Actual	2024 Budget	2025 Proposed Budget
<b>Revenue</b>						
360-0000-331.20-00	Grant	6,000	153,175	48,238	-	-
360-0000-331.80-08	Public Safety Grant - FEMA	131,771	-	-	-	-
360-0000-334.20-24	Public Safety Grants/FDLE JAG	98,153	-	4,273,950	-	-
360-0000-334.80-01	Public Safety Grant - FEMA	7,321	-	-	-	-
360-0000-361.10-00	Interest	64,478	79,638	300,953	-	165,000
360-0000-361.30-00	Interest - Unrealized	(51,343)	(248,209)	63,573	-	261,186
360-0000-361.40-00	Interest - Realized	9,725	(8,103)	(12,550)	-	(21,850)
360-0000-364.41-00	Sale of Capital Asset	276,864	614,895	60,673	-	-
360-0000-366.24-00	Donations	(20,000)	-	-	-	-
360-0000-369.90-00	Miscellaneous Income	-	982	-	-	-
360-0000-381.14-00	Transfers	69,421	-	-	-	-
360-0000-381.60-00	Transfers - General Fund	3,762,619	4,998,449	2,472,260	5,433,917	7,622,291
360-0000-383.20-00	Debt Service	-	93,421	-	-	-
360-0000-383.96-00	GASB 96	-	-	748,471	-	-
360-0000-384.00-00	Debt Service	745,000	824,000	947,441	1,108,985	1,463,781
360-0000-389.98-00	Use of Fund Balance	-	-	-	355,791	-
<b>Total Revenue</b>		<b>\$ 5,100,009</b>	<b>\$ 6,508,248</b>	<b>\$ 8,903,009</b>	<b>\$ 6,898,693</b>	<b>\$ 9,490,408</b>
<b>Expenditure</b>						
360-0101-511.61-00	Land Acquisitions	-	5,103	-	-	-
360-0102-515.64-00	Machinery & Equipment	-	17,777	-	3,500	-
360-0104-512.46-00	Repair & Maintenance Services	980	-	-	-	-
360-0105-513.52-00	Operating Supplies	-	3,411	200	20,550	-
360-0402-513.31-00	Professional Services	-	-	272,895	-	288,000
360-0402-513.44-10	Operating Supplies	-	68,862	(24,559)	-	-
360-0402-513.46-00	Repair & Maintenance Services	5,668	31,489	57,936	-	-
360-0402-513.46-96	Lease Payment/GASB96	-	-	527,948	-	-
360-0402-513.52-00	Operating Supplies	256,411	260,905	118,417	100,000	265,600
360-0402-513.64-00	Machinery & Equipment	97,714	71,503	170,417	365,000	290,000
360-0402-513.71-01	Lease Payment/GASB87	-	24,013	239,535	-	-
360-0402-513.72-01	Int Payment/GASB87	-	546	2,112	-	-
360-0402-513.72-96	Lease Payment/GASB96	-	-	3,435	-	-
360-1103-519.64-00	Operating Supplies	-	14,422	-	-	45,000
360-1110-515.64-00	Machinery & Equipment	-	4,327	37,469	-	50,000
360-2020-521.46-00	Repair & Maintenance Services	3,478	1,086	1,200	-	-
360-2020-521.49-00	Other Charges/Obligations	7,145	120	-	-	-
360-2020-521.52-00	Operating Supplies	32,296	226,008	66,597	50,000	-
360-2020-521.64-00	Machinery & Equipment	1,273,321	887,948	1,191,344	1,137,985	-
360-2022-521.46-00	Repairs and Maintenance	-	-	-	-	28,420
360-2022-521.52-00	Law Enforcement/OPS	-	4,384	-	-	-
360-2022-521.64-00	Machinery & Equipment	-	-	-	-	677,500
360-2023-521.52-00	Law Enforcement/OPS	-	4,699	13,458	-	169,627
360-2023-521.64-00	Machinery & Equipment	-	-	-	-	1,970,907
360-2031-521.52-00	Law Enforcement/OPS	14,993	-	-	-	-
360-3001-522.46-00	Operating Supplies	103,615	21,700	2,027	-	-
360-3001-522.52-00	Operating Supplies	75,062	83,945	82,734	28,400	15,000
360-3001-522.63-00	Improve Other Than Building	-	47,182	250	30,000	-
360-3001-522.64-00	Machinery & Equipment	284,737	1,751,828	923,973	1,297,500	643,500
360-3002-522.64-00	Machinery & Equipment	-	-	50,464	75,000	-
360-3003-522.52-00	Operating Supplies	3,657	4,561	-	-	9,140
360-3003-522.64-00	Machinery & Equipment	-	-	-	-	140,000
360-4001-539.64-00	Machinery & Equipment	619	3,491	19,266	15,000	-
360-4041-539.64-00	Machinery & Equipment	-	-	13,292	-	-
360-4042-539.63-00	Improve Other Than Building	143,779	-	13,300	-	-
360-4042-539.64-00	Machinery & Equipment	11,014	97,978	91,387	-	27,000
360-4046-539.46-00	Repair & Maintenance Services	185,599	96,982	7,262	20,000	-
360-4046-539.63-00	Improve Other Than Building	-	-	-	2,600,000	75,000
360-4046-539.64-00	Machinery & Equipment	47,739	118,323	51,684	45,000	122,000
360-4047-541.52-00	Operating Supplies	5,533	-	-	5,000	-
360-4047-541.63-00	Improve Other Than Building	-	3,595,777	-	-	-
360-4047-541.64-00	Machinery & Equipment	590,140	4,655	70,720	235,000	305,000
360-5052-572.46-00	Repair & Maintenance Services	11,700	-	-	-	30,000
360-5501-572.63-00	Improve Other Than Building	-	-	21,965	-	-
360-5502-575.46-00	Repair & Maintenance Services	-	-	-	-	104,500
360-5502-575.52-00	Operating Supplies	4,305	-	-	-	-
360-5502-575.63-00	Improve Other Than Building	288,158	212,107	12,442	103,673	-
360-5502-575.64-00	Machinery & Equipment	64,520	37,581	89,719	-	-
360-5508-572.46-00	Repair & Maintenance Services	202,228	195,197	-	-	218,000
360-5508-572.52-00	Operating Supplies	-	-	19,812	-	-
360-5508-572.63-00	Improve Other Than Building	115,269	431,794	339,100	702,539	-
360-5508-572.64-00	Machinery & Equipment	123,813	142,592	81,043	64,546	62,891
360-7979-581.91-22	Intragovernmental Transfer	14,135,975	1,674,155	-	-	-
360-7979-590.99-90	Additions to Reserves	-	4,575	8,157	-	3,953,323
<b>Total Expenditure</b>		<b>\$ 18,089,468</b>	<b>\$ 10,151,026</b>	<b>\$ 4,577,001</b>	<b>\$ 6,898,693</b>	<b>\$ 9,490,408</b>



CITY OF  
**SANFORD**  
FLORIDA

# WORKFORCE

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- **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 FY2022/2023	Final Budget FY2023/2024	Final Budget FY2024/2025	Change
<b>General Fund</b>					
	City Manager's Office	4.00	4.00	4.00	-
	City Manager/Communications	1.00	1.00	2.00	1.00
	City Manager/Economic Development	1.90	1.90	1.90	-
	City Manager/Community Relations	1.28	1.28	1.28	-
	City Clerk	3.00	3.00	3.00	-
	Human Resources	4.50	5.00	5.00	-
	Financial Services/Accounting	11.00	13.00	13.00	-
	Financial Services/IT	9.50	10.50	10.50	-
	Financial Services/Purchasing	1.97	3.97	3.97	-
	Community Development/Business Tax Receipts	1.24	1.24	1.24	-
	Community Development/Community Improvement	7.65	7.65	8.15	0.50
	Community Development/Planning	11.75	11.75	11.75	-
	Police Administration	13.95	13.95	13.95	-
	Police Patrol	81.00	81.00	89.00	8.00
	Police Strategic Services	39.00	39.00	39.00	-
	Police Professional Stds and Comm Eng	30.00	30.00	31.00	1.00
	Fire Operations	87.00	87.00	93.00	6.00
	Fire Prevention	4.00	5.00	5.00	-
	Fire Administration	7.05	8.05	9.05	1.00
	Public Works Administration	3.35	3.25	3.15	(0.10)
	Public Works Fleet	9.00	9.00	9.00	-
	Public Works Facilities	9.00	9.00	9.00	-
	Public Works Streets	14.75	15.75	16.75	1.00
	Recreation/Museum	3.10	3.50	3.50	-
	Recreation	10.20	10.20	10.20	-
	Recreation/Special Facilities	29.50	30.50	30.50	-
	Recreation Parks & Grounds	28.00	29.50	29.75	0.25
<b>Total Fund</b>		427.69	438.99	457.64	18.65

# City of Sanford

## Full-Time Equivalent Staffing Levels

### CDBG Fund

Community Improvement/CDBG	1.00	1.00	1.00	-
<b>Total Fund</b>	1.00	1.00	1.00	-

### LIHEAP Fund

Community Improvement/LIHEAP	3.22	2.72	2.72	-
<b>Total Fund</b>	3.22	2.72	2.72	-

### Building Inspection Fund

Community Improvement/Building Inspection	12.11	13.36	14.36	1.00
<b>Total Fund</b>	12.11	13.36	14.36	1.00

### Solid Waste Fund

Public Works/Solid Waste	2.10	2.10	2.10	-
<b>Total Fund</b>	2.10	2.10	2.10	-

### Stormwater Fund

Public Works/Stormwater	18.80	19.60	20.70	1.10
<b>Total Fund</b>	18.80	19.60	20.70	1.10

### Water & Sewer Fund

Public Works/Water & Sewer/Administration	23.85	24.15	25.15	1.00
Public Works/Water & Sewer/Plants	49.50	49.50	49.50	-
Public Works/Water & Sewer/Water Distribution	18.00	18.00	19.00	1.00
Public Works/Water & Sewer/Wastewater Collections	20.00	20.00	21.00	1.00
<b>Total Fund</b>	111.35	111.65	114.65	3.00

### Community Redevelopment Agency

CRA	3.78	3.78	3.78	-
<b>Total Fund</b>	3.78	3.78	3.78	-

<b>GRAND TOTAL</b>	<b>580.05</b>	<b>593.20</b>	<b>616.95</b>	<b>23.75</b>
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**Authorized Positions by Service Area  
Summary of FTEs  
Changes for FY 24-25 by Department/Division**

**City Manager:**

- ❖ **Communications Office** - Addition of a Digital Media Specialist.

**Finance:**

- ❖ **Accounting and Finance** - Reclassification of an Accountant to a Senior Accountant.

**Development Services:**

- ❖ **Code Enforcement** - Addition of a .5 FTE Code Enforcement Officer and reclassification of a .5 FTE from Administrative Support Supervisor to an Administrative Services Manager.
- ❖ **Planning** - Reclassification of a .25 FTE from Administrative Support Supervisor to an Administrative Services Manager.
- ❖ **Building Fund** - Reclassification of a .25 FTE from Administrative Support Supervisor to an Administrative Services Manager and an addition of a Permit Supervisor.

**Public Works:**

- ❖ **Administration** - Reclassification of a .50 Public Works Engineer to a .40 Public Works Manager and .10 to Stormwater.
- ❖ **Streets** - Addition of a Maintenance Worker.
- ❖ **Stormwater** - Reclassification from Public Works Administration to Stormwater .10 and reclassification of the .60 public Works Engineer to Public Works Manager and an addition of a Construction Specialist.
- ❖ **Utilities Administration** - Addition of a Grant/CIP Manager.
- ❖ **Utilities Water/Wastewater Water Distribution** - Addition of a Valve Replacement Technician.
- ❖ **Utilities Water/Wastewater Collection** - Reclassification of a Utility Operations Manager to a Wastewater Superintendent and addition of a



Vacuum Sewer Specialist.

**Police:**

- ❖ **Patrol** - Addition of 5 Police Officers and 3 Community Service Officers.
- ❖ **Professional Standards and Community Engagement** - Addition of a Lieutenant.

**Fire:**

- **Administration** - Addition of 1 Training Lieutenant.
- **Operations** - Addition of 6 Firefighters.

**Recreation:**

- ❖ **Recreation** - Reclassification of an Administrative Specialist III to an Administrative Coordinator.
- ❖ **Special Facilities** - Reclassification of a Recreation Facility Supervisor to a Grounds Maintenance Supervisor.
- ❖ **Parks and Grounds** - Addition of a .25 Maintenance Worker.

## City of Sanford Grade Schedule

Grade	Class Codes	Min Annual Salary	Max Annual Salary
113	ACCOUNTANT	62,974	91,265
111	ACCREDITATION MANAGER	57,119	82,780
108	ADMINISTRATIVE COORDINATOR	49,342	71,509
117	ADMINISTRATIVE SERVICES MANAGE (SPD)	76,544	110,934
116	ADMINISTRATIVE SERVICES MANAGER (SFD)	72,899	105,651
102	ADMINISTRATIVE SPECIALIST I	36,819	53,361
104	ADMINISTRATIVE SPECIALIST II	40,593	58,831
107	ADMINISTRATIVE SPECIALIST III	46,991	68,104
110	ADMINISTRATIVE SUPPORT SUPERVISOR	54,399	78,839
111	AFTER SCHOOL TUTOR	57,119	82,780
129	ASSISTANT CITY MANAGER	137,462	199,221
117	ASSISTANT PLANT MANAGER	76,544	110,934
108	BACKFLOW PRESENTION INSTALLATION AND INSPECTOR	49,342	71,509
120	BATTALION CHIEF - EMS	88,609	128,420
120	BATTALION CHIEF - OPERATIONS	88,609	128,420
120	BATTALION CHIEF - TRAINING	88,609	128,420
106	BUILDING CODES INSPECTOR TRAINEE	44,753	64,861
110	BUILDING CODES INSPECTOR I	54,399	78,839
112	BUILDING CODES INSPECTOR II	59,974	86,919
114	BUILDING CODES INSPECTOR III	66,122	95,829
120	BUILDING OFFICIAL	88,609	128,420
103	BUS DRIVER	38,660	56,029
117	CDBG PROGRAM MANAGER	76,544	110,934
117	CHIEF ACCOUNTANT	76,544	110,934
116	CHIEF COMMS & CULT AFF ADMIN	72,899	105,651
122	CITY CLERK	97,692	141,583
N/A	CITY MANAGER	N/A	N/A
109	CODE ENFORCEMENT OFFICER	51,808	75,084
111	CODE ENFORCEMENT SUPERVISOR	57,119	82,780
124	COMMUNITY RELATIONS AND NEIGHBORHOOD ENGMT DIRECTOR	107,705	156,095
106	COMMUNITY SERVICE OFFICER	44,753	64,861
111	CONSTRUCTION SPECIALIST	57,119	82,780
104	CONTRACT SPECIALIST	40,593	58,831
111	CREW LEADER	57,119	82,780
111	CRIME ANALYST	57,119	82,780
108	CRIME SCENE/EVIDENCE TECHNCIAN	49,342	71,509
101	CUSTODIAL WORKER I	35,066	50,820
103	CUSTODIAL WORKER II	38,660	56,029
103	CUSTOMER SERVICE REP	38,660	56,029
112	CUSTOMER SERVICE SUPERVISOR	59,974	86,919
117	DEPUTY BUILDING OFFICIAL	76,544	110,934
110	DEPUTY CITY CLERK	54,399	78,839
123	DEPUTY FIRE CHIEF	102,577	148,662
123	DEPUTY POLICE CHIEF	102,577	148,662
110	DEVELOPMENT SERVICES INSPECTOR	54,399	78,839
128	DIRECTOR OF DEVELOPMENT SERVICES	130,917	189,734
127	DIRECTOR OF PLANNING & DEV.	124,682	180,699
101	DOCENTS	35,066	50,820
124	ECONOMIC DEV & PROMOTIONS DIR	107,705	156,095
120	ECONOMIC DEVELOPMENT PROJECT MANAGER	88,609	128,420
109	ELECTRICAL TECHNICIAN	51,808	75,084
111	ELECTRICAL TECHNICIAN II	57,119	82,780
106	ENVIRONMENTAL ADMINISTRATIVE SPECIALIST	44,753	64,861
115	ENVIRONMENTAL COORDINATOR	69,428	100,620
103	EQUIPMENT OPERATOR I	38,660	56,029

## City of Sanford Grade Schedule

	Class Codes	Min Annual Salary	Max Annual Salary
104	EQUIPMENT OPERATOR II	40,593	58,831
106	EQUIPMENT OPERATOR III	44,753	64,861
109	EQUIPMENT OPERATOR IV	51,808	75,084
113	EXECUTIVE ASST TO CITY MANAGER	62,974	91,265
102	FIELD SERVICE TECHNICIAN	36,819	53,361
127	FINANCE DIRECTOR	124,682	180,699
121	FINANCE MANAGER	93,040	134,841
128	FIRE CHIEF	130,917	189,734
N/A	FIRE LIEUTENANT	66,700	119,142
120	FIRE MARSHAL	88,609	128,420
111	FIRE PROTECTION INSPECTOR	57,119	82,780
N/A	FIRE FIGHTER EMT	49,152	82,868
N/A	FIRE FIGHTER PARAMEDIC	50,625	85,354
108	FISCAL SPECIALIST	49,342	71,509
106	FISCAL TECHNICIAN	44,753	64,861
116	FLEET MAINTENANCE SUPT	72,899	105,651
111	GARAGE FOREMAN	57,119	82,780
111	GIS ANALYST	57,119	82,780
114	GRANTS MANAGER	66,122	95,829
111	GROUNDS MAINTENANCE SUPERVISOR	57,119	82,780
114	HISTORIC PRESERVATION PLANNER	66,122	95,829
127	HUMAN RESOURCES DIRECTOR	124,682	180,699
111	HUMAN RESOURCES/RISK MGT ANALY	57,119	82,780
115	INDUSTRIAL PRETREATMENT COOR	69,428	100,620
111	INFORMATION AND LICENSING COORDINATOR	57,119	82,780
111	INSTRUMENT CONTROL SPECIALIST	57,119	82,780
N/A	INTERN	34,042	39,280
104	INVENTORY AND PARTS TECHNICIAN	40,593	58,831
106	IRRIGATION TECHNICIAN	44,753	64,861
118	IT SERVICE DELIVERY COORDINATOR	80,372	116,480
109	IT TECHNICIAN I	51,808	75,084
111	IT TECHNICIAN II	57,119	82,780
107	LEAD CUSTOMER SERVICE REP	46,991	68,104
107	LEAD GROUNDSKEEPER	46,991	68,104
105	LEAD MAINTENANCE WORKER	42,622	61,772
105	LEAD PARTS TECHNICIAN	42,622	61,772
113	LEAD WATER OPERATOR	62,974	91,265
113	LEAD WASTEWATER OPERATOR	62,974	91,265
101	LIFEGUARD	35,066	50,820
109	LIFT STATION MECHANIC	51,808	75,084
106	LIFT STATION OPERATOR	44,753	64,861
107	LIHEAP CASE WORKER	46,991	68,104
102	LIHEAP OUTREACH TECHNICIAN	36,819	53,361
113	LIHEAP PROGRAM COORDINATOR	62,974	91,265
104	LITTER CONTROL MAINTENANCE WORKER	40,593	58,831
106	LOGISTICS COORDINATOR	44,753	64,861
102	MAINTENANCE WORKER	36,819	53,361
105	MECHANIC I	42,622	61,772
107	MECHANIC II	46,991	68,104
109	MECHANIC III	51,808	75,084
111	MUSEUM CURATOR	57,119	82,780
103	MUSEUM ASSISTANT	38,660	56,029
117	NETWORK ENGINEER	76,544	110,934
121	NETWORK OPERATIONS MANAGER	93,040	134,841
104	PARK RANGER	40,593	58,831

# City of Sanford Grade Schedule

	Class Codes	Min Annual Salary	Max Annual Salary
117	PARKS & RECREATION OPNS MANAGER	76,544	110,934
114	PARKS/RECREATION OPERATIONS SUPT.	66,122	95,829
109	PAYROLL ANALYST	51,808	75,084
113	PERFORMANCE MANAGEMENT COORDINATOR	62,974	91,265
104	PERMIT COORDINATOR	40,593	58,831
113	PLANNER	62,974	91,265
116	PLANNING ENGINEER	72,899	105,651
120	PLANNING MANAGER	88,609	128,420
109	PLANNING TECHNICIAN	51,808	75,084
111	PLANS EXAMINER I	57,119	82,780
113	PLANS EXAMINER II	62,974	91,265
120	PLANTS MANAGER	88,609	128,420
121	POLICE CAPTAIN	93,040	134,841
128	POLICE CHIEF	130,917	189,734
N/A	POLICE LIEUTENANT	77,457	116,480
N/A	POLICE OFFICER	52,747	81,204
N/A	POLICE OFFICER CADET	41,600	N/A
104	POLICE RECORDS TECHNICIAN	40,593	58,831
N/A	POLICE SERGEANTS	67,401	101,579
110	POOL SUPERVISOR	54,399	78,839
120	PROJECT MANAGER/PLANNING & ENG	88,609	128,420
120	PROJECT MANAGER/PUBLIC WORKS	88,609	128,420
120	PROJECT MANAGER/UTILITIES	88,609	128,420
105	PROPERTY/FIXED ASSETS TECH	42,622	61,772
120	PUBLIC WORKS ENGEINEER	88,609	128,420
116	PUBLIC WORKS MAINTENANCE SUPT	72,899	105,651
120	PUBLIC WORKS OPERATIONS MANAGER	88,609	107,016
128	PUBLIC WORKS DIRECTOR	130,917	189,734
114	PURCHASING COORDINATOR	66,122	95,829
120	PURCHASING MANAGER	88,609	128,420
111	RECREATION FACILITY SUPERVISOR	57,119	82,780
105	RECREATION FACILITY COORDINATOR	42,622	61,772
115	RECORDS MANAGER	69,428	100,620
101	RECREATION ACTIVITY LEADER	35,066	50,820
127	RECREATION SERVICES DIRECTOR	124,682	180,699
120	RECREATION SERVICES MANAGER	88,609	128,420
107	RECREATION SERVICES SUPERVISOR	46,991	68,104
117	RISK MANAGEMENT ADMINISTRATOR	76,544	110,934
115	SENIOR ACCOUNTANT	69,428	100,620
115	SENIOR PLANNER	69,428	100,620
113	SENIOR PUBLIC WORKS INSPECTOR	62,974	91,265
102	SIGN TECHNICIAN	36,819	53,361
111	SIGN/TRAFFIC COORDINATOR	57,119	82,780
106	SOLID WASTE CUSTOMER SUPPORT	44,753	64,861
116	SOLID WASTE MANAGER	72,899	105,651
112	SPECIAL EVENTS COORDINATOR	59,974	86,919
107	SPRAY TECHNICIAN	46,991	68,104
113	SENIOR HR ANALYST-BENEF,WELL,RA	62,974	91,265
114	SENIOR HR ANALYST-RECRUIT & EMP REL	66,122	95,829
116	STORMWATER SUPERINTENDENT	72,899	105,651
119	STRATEGIC COMMUNICATION MGR	84,390	122,304
116	STREETS SUPERINTENDENT	72,899	105,651
114	SUPPORT SVCS RECORDS SUPV	66,122	95,829
116	SYSTEM ANALYST	72,899	105,651
115	SYSTEM SECURITY ADMINISTRATOR	69,428	100,620
118	SYSTEMS ENGINEER	80,372	116,480

## City of Sanford Grade Schedule

	Class Codes	Min Annual Salary	Max Annual Salary
105	TRADES MAINTENANCE TECH I	42,622	61,772
108	TRADES MAINTENANCE TECH II	49,342	71,509
111	URBAN FORESTER	57,119	82,780
105	UTILITY BILLING COORDINATOR	42,622	61,772
111	UTILITY CREW LEADER	57,119	82,780
109	UTILITY FIELD LOCATE SPEC	51,808	75,084
103	UTILITY FIELD SERVICE TECH I	38,660	56,029
105	UTILITY FIELD SERVICE TECH II	42,622	61,772
108	UTILITY FIELD SERVICE TECH III	49,342	71,509
107	UTILITY FIELD SPECIALIST	46,991	68,104
111	UTILITY INSPECTOR	57,119	82,780
120	UTILITY OPERATIONS MANAGER	88,609	128,420
107	UTILITY OPERATIONS SPECIALIST	46,991	68,104
109	UTILITY OPERATIONS TECHNICIAN	51,808	75,084
111	UTILITY PLANT MAINT/MECHANIC	57,119	82,780
122	UTILITY SUPPORT SERVICES MGR	97,692	141,583
120	UTILITY SYSTEMS ENGINEER	88,609	128,420
116	UTILITY SYSTEMS INSPCTNS SPRVS	72,899	105,651
112	UTILITY SYSTEMS MAIN SUPV	59,974	86,919
107	UTILITY PLANT OPERATOR TRAINEE	46,991	68,104
109	UTILITY WASTEWTR PLANT OPR I	51,808	75,084
111	UTILITY WASTEWTR PLANT OPR II	57,119	82,780
112	UTILITY WASTEWTR PLANT OPR III	59,974	86,919
109	UTILITY WATER PLANT OPR I	51,808	75,084
111	UTILITY WATER PLANT OPR II	57,119	82,780
112	UTILITY WATER PLANT OPR III	59,974	86,919
105	VOLUNTEER PROGRAM COORDINATOR	42,622	61,772
109	W/WW QUALITY CONTROL TECHNICIAN	51,808	75,084
116	WASTEWATER SUPERINTENDENT	51,808	75,084
114	WATER QUALITY ENGINEER	66,122	95,829
120	WATER RESOURCE ENGINEER	88,609	128,420
116	WATER SUPERINTENDENT	51,808	75,084



CITY OF  
**SANFORD**  
FLORIDA

# CAPITAL IMPROVEMENT PLAN

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

# City of Sanford

## Five Year Capital Plan

	2025	2026	2027	2028	2029	Total
<b>Governmental</b>						
<b>Revenues</b>						
Impact Fees - Fire	-	-	-	-	-	-
Impact Fees - Police	138,095	-	-	-	-	138,095
Impact Fees - Recreation	-	-	-	-	-	-
Transfers from General Fund	4,073,304	7,893,151	5,475,644	5,268,466	7,197,319	29,907,884
Debt Proceeds	1,463,781	-	-	-	-	1,463,781
Cemetery Fund	30,000	-	-	-	-	30,000
<b>Total Governmental Capital Funding</b>	<b>\$ 5,705,180</b>	<b>\$ 7,893,151</b>	<b>\$ 5,475,644</b>	<b>\$ 5,268,466</b>	<b>\$ 7,197,319</b>	<b>\$ 31,539,760</b>
<b>Expenditures</b>						
<u>Fire</u>						
Equipment (Hose, Nozzles, Rope)	15,000	15,000	10,000	10,000	10,000	60,000
USAR Equipment	-	12,000	12,000	5,000	5,000	34,000
USAR Trailer Replacement	-	30,000	-	-	-	30,000
Training Facility at 32***	-	20,000	-	-	-	20,000
Boat Replacement	-	250,000	-	-	-	250,000
Rescue - 40	643,500	-	-	-	-	643,500
Tower 40***	-	2,300,000	-	-	-	2,300,000
Rescue - 31B, 32B***	-	1,281,000	-	-	-	1,281,000
Stryker Stretcher	-	180,000	-	-	-	180,000
Stryker Power Load	-	105,000	-	-	-	105,000
Replace Locks on Crew Lockers	-	9,600	-	-	-	9,600
Rescue - Station 31	-	500,000	-	-	-	500,000
Inspector Vehicle (Unit 38)	-	80,000	-	-	229,050	309,050
Ballistic Protection & EMS Equipment	-	40,000	-	-	-	40,000
Dive Truck	-	170,000	-	-	-	170,000
Dive Gear	-	-	-	40,000	-	40,000
Thermal Imaging Cameras	-	-	130,000	-	-	130,000
Thermal Imaging Masks Mounted	-	-	-	-	25,500	25,500
Station 38 Driveway & Drainage Repairs	-	75,000	-	-	-	75,000
Cascade Breathing Compressor	-	-	60,000	-	-	60,000
Vents/Fans	-	-	-	-	60,000	60,000
Water Craft	-	100,000	-	-	-	100,000
Gas Monitors	-	-	8,000	-	-	8,000
Staff Vehicles (Admin) Unit #27	70,000	-	-	-	408,195	478,195
Training Lt. Computer	2,040	-	-	-	-	2,040
Training Lt. Office Furniture	1,500	-	-	-	-	1,500
Training Lt. Radio	5,600	-	-	-	-	5,600
Training Lt. Vehicle	70,000	-	-	-	-	70,000
Binder Lifts***	-	11,825	-	-	-	11,825
Station Security Systems	-	22,000	-	-	-	22,000
Engine	-	895,866	-	900,000	-	1,795,866
EMS Bicycle	-	-	12,000	-	-	12,000
Utility Vehicles (Ops - F350, F250)	-	-	-	60,000	65,000	125,000
Extraction Equipment	-	110,000	-	-	-	110,000
Cardiac Training Monitor***	-	58,000	7,000	-	-	65,000
ST31 Bay Floor Resurfacing	-	-	40,000	-	-	40,000
Bunker Gear Washer	-	-	-	8,000	-	8,000
Kubota	-	-	-	-	18,000	18,000
Office Furniture Replacement	-	11,000	-	-	-	11,000
<b>Total Fire</b>	<b>807,640</b>	<b>6,276,291</b>	<b>279,000</b>	<b>1,023,000</b>	<b>820,745</b>	<b>9,206,676</b>
<u>City Manager</u>						
Equipment	-	4,752	2,444	-	-	7,196
<b>Total City Manager</b>	<b>-</b>	<b>4,752</b>	<b>2,444</b>	<b>-</b>	<b>-</b>	<b>7,196</b>
<u>Community Relations</u>						
Vehicle	-	30,000	-	-	-	30,000
<b>Total Community Relations</b>	<b>-</b>	<b>30,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>30,000</b>
<u>Economic Development</u>						
Equipment	-	611	-	-	-	611
<b>Total Economic Development</b>	<b>-</b>	<b>611</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>611</b>
<u>City Clerk</u>						
Equipment	-	4,888	-	-	1,016	5,904
<b>Total City Clerk</b>	<b>-</b>	<b>4,888</b>	<b>-</b>	<b>-</b>	<b>1,016</b>	<b>5,904</b>



# City of Sanford

## Five Year Capital Plan

	2025	2026	2027	2028	2029	Total
<u>City Commission</u>						
Equipment	-	1,220	-	-	-	1,220
Total Commission	-	1,220	-	-	-	1,220
<u>Code Enforcement</u>						
Vehicles	45,000	34,905	-	91,620	-	171,525
Equipment	-	14,356	-	-	1,016	15,372
Total Code Enforcement	45,000	49,261	-	91,620	1,016	186,897
<u>Planning</u>						
AI Project Review Software	50,000	50,000	50,000	50,000	50,000	250,000
Equipment	-	44,600	-	-	-	44,600
Vehicles	-	45,120	-	-	-	45,120
Total Community Improvement	50,000	139,720	50,000	50,000	50,000	339,720
<u>Human Resources</u>						
Customer Counter & Secure Door	-	6,000	-	-	-	6,000
Equipment	-	8,620	-	-	-	8,620
Total HR	-	14,620	-	-	-	14,620
<u>Finance</u>						
Furniture	-	-	-	-	76,785	76,785
Equipment	-	11,132	3,664	-	-	14,796
Total Finance	-	11,132	3,664	-	76,785	91,581
<u>Finance - Information Technology</u>						
Equipment and Hardware	225,000	125,000	125,000	150,000	125,000	750,000
Ai & Digital Transformation Project	288,000	-	-	-	-	288,000
Replace Virtual Servers	170,000	-	-	-	-	170,000
Network Access Control System	65,000	-	-	-	-	65,000
Network Switch Replacements	55,000	125,000	125,000	-	-	305,000
Security Door Controllers & Cameras	40,600	-	-	-	-	40,600
Security Cameras	-	50,000	-	-	-	50,000
Finance Conference Room-AV Equipment	-	35,000	-	-	-	35,000
Parking Tickets	-	25,000	-	-	-	25,000
Time Cards	-	100,000	-	-	-	100,000
Total Finance- Information Technology	843,600	460,000	250,000	150,000	125,000	1,828,600
<u>Police</u>						
Vehicle Replacements	1,827,966	1,575,000	1,775,000	1,975,000	2,175,000	9,327,966
Helmets***	19,100	-	-	-	-	19,100
Solar Camera Tower***	58,995	4,200	4,200	4,200	4,200	75,795
Power FTO Program	-	58,995	4,200	4,200	4,200	71,595
Speed Device	-	14,500	15,000	15,500	16,000	61,000
Bullet Resistant Glass	28,420	-	-	-	-	28,420
In-car Radio	142,941	145,515	148,145	150,833	153,580	741,014
Laptop Vehicle Stands	427,500	-	-	-	-	427,500
Patrol briefing room	-	12,000	-	-	-	12,000
Dell Tablets	12,950	12,950	12,950	12,950	12,950	64,750
Faro***	60,000	-	-	-	-	60,000
Equipment	-	-	62,040	81,440	175,541	319,021
APX 6000 Portable Radios	25,961	25,961	25,961	25,961	25,961	129,805
Portable Radios	25,856	25,856	25,856	25,856	25,856	129,280
Portable Radios	104,860	106,598	108,374	110,190	112,045	542,067
Commercial Chiller for HVAC	250,000	250,000	-	-	-	500,000
Total Police	2,984,549	2,231,575	2,181,726	2,406,130	2,705,333	12,509,313
<u>Parks and Recreation</u>						
Parks and Grounds - Improvements	218,000	319,000	720,000	761,000	1,171,000	3,189,000
Parks and Grounds - Improvements McKibbin Park Soccer/Football***	-	325,000	-	-	-	325,000
Parks and Grounds - Equipment/Vehicles	62,891	30,000	30,000	-	-	122,891
2024 Ford F-250 Super Cab	-	70,318	-	-	-	70,318
2024 Ford F-250 Super Cab	-	70,318	-	-	-	70,318
Street Gates - Downtown***	-	703,718	-	-	-	703,718
Speer Grove Park	-	55,000	-	-	-	55,000
Lee P Moore Asphalt Trail abd Exercise Court	-	300,000	-	-	220,000	520,000
McKribbin Park - Replace Trash Receptacles	-	12,000	-	-	-	12,000

# City of Sanford

## Five Year Capital Plan

	2025	2026	2027	2028	2029	Total
McKribbin Park - Sidewalks	-	50,000	-	-	-	50,000
McKribbin Park - Rehab Restroom and Septic System	-	85,000	-	-	-	85,000
McKribbin Park - Parking Lot Paving and Striping	-	80,000	-	-	-	80,000
McKribbin Park - Replace Pavilion	-	100,000	-	-	-	100,000
McKribbin Park - Park Benches	-	15,000	-	-	-	15,000
McKribbin Park - New Basketball Court***	-	220,000	-	-	-	220,000
McKribbin Park - Fence	-	75,000	-	-	-	75,000
Vehicle #187 Ford Explorer SUV	-	50,000	-	-	-	50,000
Sanford Memorial Stadium - Toro Workman MDX	-	15,000	50,000	-	-	65,000
Sanford Memorial Stadium - Toro Workman HD	-	30,000	30,000	-	-	60,000
Sanford Memorial Stadium - Ford F250 Crew Cab	-	60,000	-	-	-	60,000
Sanford Memorial Stadium - Digital Information Sign replacements	-	45,000	-	-	-	45,000
827cc Vanguard; 6500CFM 165MPH 9 MPH Ground Speed	-	10,920	-	-	-	10,920
60" RD 5000 series 25HP Koh EFI W/Tweels	-	19,554	-	-	-	19,554
2024 FORD F-150 REGULAR CAB	-	47,512	-	-	-	47,512
72" Rear Discharge 5000 series 26.5 Kohler EFI W/Rear Tweels	-	20,617	-	-	-	20,617
2024 Ford F-150 Regular Cab	-	47,409	-	-	-	47,409
Toro Spray Master 60 Gal	-	19,733	-	-	-	19,733
Veterans Memorial Park - Replace pathways to history signs	-	45,000	-	-	-	45,000
Woodmere Park - replace playground, swings, and safety surface.	-	275,000	5,000	-	-	280,000
Wynnewood Park - replace playground, swings, safety surface.	-	275,000	-	-	-	275,000
Groveview Playground Amenities	-	460,000	60,000	-	-	520,000
Automatic Floor Scrubber	12,500	-	-	-	-	12,500
Aquatic Center Painting	-	12,000	-	-	-	12,000
Aquatic Center Touchpads	-	25,000	-	-	-	25,000
Aquatic Center Shade Structures	-	63,000	-	-	-	63,000
Aquatic Center Pool Lanes Lines	-	11,543	-	-	-	11,543
Aquatic Center Transformers	-	11,000	-	-	-	11,000
Aquatic Center Fencing	-	75,000	-	-	-	75,000
Aquatic Center Roof	-	20,000	-	-	-	20,000
Cemetery ID Signs	30,000	-	-	-	-	30,000
Civic Center Annex Partition	-	16,000	-	-	-	16,000
Civic Center Commercial Catering Equipment	-	20,000	-	-	-	20,000
Civic Center Exterior Painting	-	74,550	-	-	-	74,550
Civic Center Window Facades	-	33,000	-	-	-	33,000
Civic Center Parking Lot	-	40,000	-	-	-	40,000
Civic Center ADA Requirements	-	120,000	-	-	-	120,000
Civic Center Columns	92,000	-	-	-	-	92,000
Civic Center Boiler Room	-	23,000	-	-	-	23,000
Civic Center Electrical - Distribution, subpanels, Fire Alarm system	-	125,000	-	-	-	125,000
Civic Center Roof	-	500,000	-	-	-	500,000
Civic Center A/C Units	-	500,000	-	-	-	500,000
Civic Center Plumbing System Replacement	-	235,000	-	-	-	235,000
Civic Center Sprinklers	-	46,000	-	-	-	46,000
Coastline Park Fitness Court and Soccer Pitch	-	65,000	250,000	-	-	315,000
Cultural Arts Center HVAC System	-	520,000	-	-	-	520,000
Cultural Arts Center Refurbishment	-	35,000	-	-	-	35,000
Museum Light Fixtures	-	27,500	-	-	-	27,500
Museum Paint Interior	-	12,000	-	-	-	12,000
Museum Paint Exterior	-	15,000	-	-	-	15,000
Museum New Roof	30,000	-	-	-	-	30,000
Museum Security System	-	50,000	-	-	-	50,000
Westside P.A. System	-	23,000	-	-	-	23,000
Triplett Comm Center - Vinyl Floor Replace	-	45,000	-	-	-	45,000
Triplett Comm Center - Bus Wrap	-	10,000	-	-	-	10,000
Equipment	-	1,093,680	117,379	340,923	398,229	1,950,211
<b>Total Recreation</b>	<b>445,391</b>	<b>7,777,372</b>	<b>1,262,379</b>	<b>1,101,923</b>	<b>1,789,229</b>	<b>12,376,294</b>
<b>Public Works</b>						
Streets - Flatbed Dump Truck #44	-	180,000	-	-	-	180,000
Streets - Clam Truck	-	250,000	-	-	-	250,000
Streets - Equipment	-	155,000	350,000	75,000	-	580,000
Streets - Vehicle 14Yd Dump Truck	150,000	-	-	-	-	150,000
Streets - Vehicle Ford F150 Extended Cab	50,000	-	-	-	-	50,000
Streets - Vehicle Ford F250 Extended Cab	50,000	-	-	-	-	50,000
Streets - Vehicle Ford F250 Extended Cab	55,000	-	-	-	-	55,000
Streets - Zero Turn Mowers(2)	-	26,000	-	-	-	26,000
Streets - PW Emergency Operations Building	-	133,334	-	-	-	133,334
Fleet - Vehicle Replacement	-	50,000	75,000	-	-	125,000
Fleet - Equipment	-	15,000	11,852	11,852	-	38,704
Fleet - 2 Post lift	12,000	-	-	-	-	12,000
Fleet - 16K Deck over Equipment Trailer	15,000	-	-	-	-	15,000
Fleet - Office Furniture	-	5,000	-	-	-	5,000
Facilities - Vehicle Ford F350 Single Cab	61,000	-	-	-	-	61,000
Facilities - Vehicle Ford F350 Single Cab	61,000	-	-	-	-	61,000
Facilities - Vehicle Ford Explorer SUV	-	35,000	-	-	-	35,000
Facilities - Welcome Center - Carpet	-	30,000	-	-	-	30,000
Facilities - Welcome Center - HVAC	-	-	50,000	-	-	50,000
Facilities - Electric Cabinet Replacement	25,000	-	-	-	-	25,000
Facilities - ADA Compliance	-	20,000	20,000	20,000	20,000	80,000
Facilities - City Hall - Paint	-	20,000	-	-	-	20,000

# City of Sanford

## Five Year Capital Plan

	2025	2026	2027	2028	2029	Total
Facilities - City Hall - Windows Caulked	-	50,000	-	-	-	50,000
Facilities - City Hall - Fire Alarm Upgrade	50,000	-	-	-	-	50,000
Facilities - Goldsboro Museum - Carpet	-	-	-	7,804	-	7,804
Facilities - light poles	-	50,000	50,000	50,000	50,000	200,000
Facilities - Equipment	-	111,704	115,055	118,507	122,062	467,328
Facilities - Bucket Truck	-	125,000	225,000	-	-	350,000
Equipment	-	3,824,287	32,058	146,536	310,522	4,313,403
Building Improvements	-	5,152,476	357,437	16,094	971,941	6,497,948
Vehicles	-	2,137,243	160,029	-	153,670	2,450,942
Health - Equipment	-	100,000	-	-	-	100,000
Administration - Vehicles	-	30,000	-	-	-	30,000
Administration - PW Emergency Operations Building	-	133,334	-	-	-	133,334
	<u>529,000</u>	<u>12,633,378</u>	<u>1,446,431</u>	<u>445,793</u>	<u>1,628,195</u>	<u>16,682,797</u>
Total Capital Projects Expenditures	5,705,180	29,634,820	5,475,644	5,268,466	7,197,319	53,281,429
Surplus/(Deficit)	-	(21,741,669)	-	-	-	(21,741,669)

### Roads and Streets

<u>Local Option Gas Tax</u>						
Revenues						
Local Option Gas Tax	1,282,666	900,000	900,000	900,000	900,000	4,882,666
Use of Reserves	1,692,334	-	-	-	-	1,692,334
Total Capital Funding	<u>2,975,000</u>	<u>900,000</u>	<u>900,000</u>	<u>900,000</u>	<u>900,000</u>	<u>6,575,000</u>
Expenditures						
Administration - PDE Study	500,000	-	-	-	-	500,000
Administration - Signalization Sanford Ave & 20th	725,000	-	-	-	-	725,000
Streets - Brick Repair	100,000	250,000	250,000	250,000	250,000	1,100,000
Streets - Misc Concrete Repair	100,000	100,000	100,000	100,000	100,000	500,000
Streets - Annual Resurfacing	1,000,000	-	-	-	-	1,000,000
Street Rehabilitation Program	500,000	500,000	500,000	500,000	500,000	2,500,000
Roadway Markings	50,000	50,000	50,000	50,000	50,000	250,000
Total Capital Expenditures	<u>2,975,000</u>	<u>900,000</u>	<u>900,000</u>	<u>900,000</u>	<u>900,000</u>	<u>6,575,000</u>
Surplus/(Deficit)	-	-	-	-	-	-

### Development Services

<u>Building</u>						
Revenues						
Revenues	-	39,478	50,824	63,456	63,456	217,214
Total Capital Funding	-	<u>39,478</u>	<u>50,824</u>	<u>63,456</u>	<u>63,456</u>	<u>217,214</u>
Expenditures						
Vehicle Replacement	-	39,478	50,824	63,456	63,456	217,214
Computer Equipment	-	-	-	-	-	-
Total Capital Expenditures	-	<u>39,478</u>	<u>50,824</u>	<u>63,456</u>	<u>63,456</u>	<u>217,214</u>
Surplus/(Deficit)	-	-	-	-	-	-

### Roads and Streets

<u>Third Generation Sales Tax</u>						
Revenues						
Sales Tax	2,419,603	900,000	901,800	905,564	-	5,126,967
Use of Reserve	2,630,397	-	-	-	-	2,630,397
Total Capital Funding	<u>5,050,000</u>	<u>900,000</u>	<u>901,800</u>	<u>905,564</u>	-	<u>7,757,364</u>
Expenditures						
Streets - ADA Compliance	-	110,000	110,000	110,000	-	330,000
Streets - ADA Annual Sidewalk Repair	300,000	-	-	-	-	300,000
Streets - Annual resurfacing & Repair	1,000,000	-	-	-	-	1,000,000
Streets - Road resurfacing Mellonville	1,000,000	-	-	-	-	1,000,000

# City of Sanford

## Five Year Capital Plan

	2025	2026	2027	2028	2029	Total
Streets - Road resurfacing Sanford Ave	800,000	-	-	-	-	800,000
Streets - Georgetown Phase 1a	1,500,000	-	-	-	-	1,500,000
Streets - Traffic calming	100,000	25,000	25,000	25,000	-	175,000
Streets - Roadway Electric	-	30,000	30,000	30,000	-	90,000
Streets - Roadway Signage	-	75,000	75,000	75,000	-	225,000
Streets - Street lighting	300,000	60,000	61,800	65,564	-	487,364
Streets - Brick Repair	-	250,000	250,000	250,000	-	750,000
Streets - Guardrail Replacement & Repair	50,000	250,000	250,000	250,000	-	800,000
Streets - Misc Concrete Repair	-	100,000	100,000	100,000	-	300,000
<b>Total Capital Expenditures</b>	<b>5,050,000</b>	<b>900,000</b>	<b>901,800</b>	<b>905,564</b>	<b>-</b>	<b>7,757,364</b>
Surplus/(Deficit)	-	-	-	-	-	-

### 9th Cent Sales Tax

<u>9th Cent Sales Tax</u>						
<b>Revenues</b>						
9th Cent Sales Tax	600,000	600,000	600,000	600,000	600,000	3,000,000
Use of Reserves	-	-	-	-	-	-
<b>Total Capital Funding</b>	<b>600,000</b>	<b>600,000</b>	<b>600,000</b>	<b>600,000</b>	<b>600,000</b>	<b>3,000,000</b>
<b>Expenditures</b>						
Streets - Recycling & Resurfacing	600,000	600,000	600,000	600,000	600,000	3,000,000
<b>Total Capital Expenditures</b>	<b>600,000</b>	<b>600,000</b>	<b>600,000</b>	<b>600,000</b>	<b>600,000</b>	<b>3,000,000</b>
Surplus/(Deficit)	-	-	-	-	-	-

### Stormwater

<b>Revenues</b>						
Rate Revenue	3,700,000	3,811,000	500,000	500,000	500,000	9,011,000
State Revolving Loan*	-	-	-	-	-	-
Use of Reserves	605,000	4,839,000	-	-	-	5,444,000
<b>Total Capital Funding</b>	<b>4,305,000</b>	<b>8,650,000</b>	<b>500,000</b>	<b>500,000</b>	<b>500,000</b>	<b>14,455,000</b>
<b>Expenditures</b>						
Pipelining (Citywide)	-	150,000	150,000	150,000	150,000	600,000
Secondary Drainage Improvements	-	200,000	200,000	200,000	200,000	800,000
Basin Management Action Plan (BMAP) Design	250,000	1,250,000	150,000	150,000	150,000	1,950,000
Basin Management Action Plan (BMAP) Construction	-	1,000,000	-	-	-	1,000,000
Georgetown Phase 1A	-	1,500,000	-	-	-	1,500,000
Pond - El Captain	-	3,000,000	-	-	-	3,000,000
Seawall Replacement Mellonville to East End design	3,500,000	-	-	-	-	3,500,000
Stormwater Master Plan	-	1,000,000	-	-	-	1,000,000
Stormwater Maintenance Plan	-	500,000	-	-	-	500,000
26th Street Debris Site Clean Up	250,000	-	-	-	-	250,000
Skid Steer Attachments	85,000	-	-	-	-	85,000
Shaker	200,000	-	-	-	-	200,000
Georgia Buggy	20,000	-	-	-	-	20,000
Replacement Vehicle	-	50,000	-	-	-	50,000
<b>Total Capital Expenditures</b>	<b>4,305,000</b>	<b>8,650,000</b>	<b>500,000</b>	<b>500,000</b>	<b>500,000</b>	<b>14,455,000</b>
Surplus/(Deficit)	-	-	-	-	-	-

### Water/Wastewater

<b>Revenues</b>						
Rates/Reserves	22,253,159	17,150,430	12,254,644	10,379,155	-	62,037,388
Water System Development Charges	1,090,000	590,000	-	-	-	1,680,000
Sewer System Development Charges	3,670,000	12,485,000	3,575,000	825,000	-	20,555,000
Grant Funding	21,112,551	27,365,927	25,262,605	6,222,987	-	79,964,070
Debt Funding	20,943,980	13,343,850	22,644,383	14,262,754	-	71,194,967
<b>Total Capital Funding</b>	<b>69,069,690</b>	<b>70,935,207</b>	<b>63,736,632</b>	<b>31,689,896</b>	<b>-</b>	<b>235,431,425</b>

# City of Sanford

## Five Year Capital Plan

	2025	2026	2027	2028	2029	Total
<u>Administration - Water</u>						
Expenditures						
Equipment and Hardware	65,010	48,185	48,881	49,597	-	211,673
Vehicles	-	-	39,253	-	-	39,253
Building	250,000	-	-	-	-	250,000
<b>Total Administration - Water</b>	<b>315,010</b>	<b>48,185</b>	<b>88,134</b>	<b>49,597</b>	<b>-</b>	<b>500,926</b>
<u>Administration - Wastewater</u>						
Equipment and Hardware	65,010	48,185	48,881	49,597	-	211,673
Vehicles	-	38,110	-	39,253	-	77,363
Building	250,000	-	-	-	-	250,000
<b>Total - Administration - Wastewater</b>	<b>315,010</b>	<b>86,295</b>	<b>48,881</b>	<b>88,850</b>	<b>-</b>	<b>539,036</b>
<u>Water Treatment Plants, Wellfield and Water Quality</u>						
Consumptive Use Permit Monitoring	46,350	47,741	49,173	50,648	-	193,912
Auxiliary Water Treatment Plant Improvements	56,275	57,964	59,703	61,494	-	235,436
Misc. Reclaimed Line Ext's	350,000	350,000	350,000	350,000	-	1,400,000
Hidden Lakes New Well**	850,000	-	-	-	-	850,000
Design and Construction of WTP No. 3 at the SSWRC**	1,200,000	-	10,000,000	-	-	11,200,000
Main WTP Improvements 1.4 Dioxane*	20,000,000	20,000,000	13,793,200	-	-	53,793,200
LCRR Compliance Services*	-	-	100,000	-	-	100,000
Well Water Rehab	163,909	168,826	173,891	179,108	-	685,734
Elevated Water Tank Improvements	65,564	67,531	69,556	71,643	-	274,294
Equipment Replacement & Rehab	90,041	136,451	140,544	144,761	-	511,797
<b>Total - Water Treatment Plants, Wellfield and Water Quality</b>	<b>22,822,139</b>	<b>20,828,513</b>	<b>24,736,067</b>	<b>857,654</b>	<b>-</b>	<b>69,244,373</b>
<u>North Water Reclamation Facility</u>						
North Water Reclamation Facility Improvements	247,612	255,040	262,691	270,572	-	1,035,915
North Water Reclamation Facility (Consent Order Improvements)	2,000,000	-	-	-	-	2,000,000
RW Distribution Loop Pressurization, Facility Irrigation System, Sod	200,000	-	500,000	-	-	700,000
Electrical System Improvements / Upgrades**	3,000,000	1,000,000	-	-	-	4,000,000
Electrical System Improvements / Upgrades	-	1,000,000	-	-	-	1,000,000
New Transfer Pump Station*	-	250,000	2,750,000	750,000	-	3,750,000
New 5 MG Reclaimed Water Ground Storage Tank**	-	-	2,000,000	3,000,000	-	5,000,000
New 5 MG Reclaimed Water Ground Storage Tank*	-	-	2,000,000	3,000,000	-	5,000,000
Operations Building Relocation (Upstairs - Thickener Bldg)	250,000	-	-	-	-	250,000
Front Entrance Wall, Gate and Landscaping	500,000	1,200,000	-	-	-	1,700,000
Mill Creek Stabilization	-	250,000	-	-	-	250,000
Vehicle Replacement	-	78,786	81,149	83,584	-	243,519
Metal Bldg. on Parcel South of SNWRF + Asphalt + Fencing	-	200,000	-	-	-	200,000
New Volute Thickening System	-	-	500,000	1,000,000	-	1,500,000
Bridge Study + Close Front Entrance + New Bridge at Mill Creek	100,000	1,500,000	-	-	-	1,600,000
Roadway Restoration + S/W Modifications - Sanford North WRF	-	2,000,000	-	-	-	2,000,000
Actiflo Rehabilitation and Upgrades**	2,300,000	-	-	-	-	2,300,000
Equipment Replacement	115,927	119,405	122,987	126,676	-	484,995
Grit Remover-Equalization Basin**	500,000	4,000,000	-	-	-	4,500,000
Block Wall at Souty Entrance to SNWRF	750,000	-	-	-	-	750,000
Control Valve at River	250,000	-	-	-	-	250,000
<b>Total - North Water Reclamation Facility</b>	<b>10,213,539</b>	<b>11,853,231</b>	<b>8,216,827</b>	<b>8,230,832</b>	<b>-</b>	<b>38,514,429</b>
<u>South Water Reclamation Facility</u>						
Improvements/Equipment	56,275	57,964	59,703	61,494	-	235,436
Misc Repairs and Maint	40,000	85,020	86,371	87,762	-	299,153
Sludge Holding Tank No. 2, Equipment Bldg, Blowers, Pumps	2,620,000	660,000	-	-	-	3,280,000
New Aeration System/Blowers for Sludge Holding Tank No. 1	1,452,000	-	-	-	-	1,452,000
BFP Control Panel and Fourth Reclaimed Water Pump	-	165,000	-	-	-	165,000
Grit Unit - AWR/BNR**	250,000	3,000,000	-	-	-	3,250,000
Bar Screen and Compactor	1,000,000	-	-	-	-	1,000,000
Piping for Odor Control	200,000	-	-	-	-	200,000
Reclaimed Water Ground Storage Tank (5 MG)	-	275,000	3,575,000	825,000	-	4,675,000
Expansion of SSWRC to 6.0 MGD (BNR Trains, Clarifiers, Filters, etc.)	1,000,000	-	-	-	-	1,000,000
Expansion of SSWRC to 6.0 MGD (BNR Trains, Clarifiers, Filters, etc.)*	-	6,000,000	5,500,000	1,750,000	-	13,250,000
Thickened Sludge Pumping System	50,000	-	-	-	-	50,000
Thickened Sludge Pumping System	50,000	-	-	-	-	50,000
<b>Total - South Water Reclamation Facility</b>	<b>6,718,275</b>	<b>10,242,984</b>	<b>9,221,074</b>	<b>2,724,256</b>	<b>-</b>	<b>28,906,589</b>
<u>Lift Stations</u>						
Lift Station Rehabilitation/Replacement	1,000,000	1,000,000	1,000,000	1,000,000	-	4,000,000
Rerouting of Lift Stations - Sending more flow to SSWRC	500,000	1,000,000	-	-	-	1,500,000
Groveview Village Lift Station	1,000,000	-	-	-	-	1,000,000
Vacuum Station Rehabilitation Study and Rehabilitation	3,000,000	-	-	-	-	3,000,000

# City of Sanford

## Five Year Capital Plan

	2025	2026	2027	2028	2029	Total
Vacuum Collection System - Buffer Tank Study and Improvements	1,100,000	-	-	-	-	1,100,000
Equipment	25,000	25,000	25,000	25,000	-	100,000
Lift Station Panels	60,000	60,000	60,000	60,000	-	240,000
Generators	300,000	300,000	300,000	300,000	-	1,200,000
<b>Total - Lift Stations</b>	<b>6,985,000</b>	<b>2,385,000</b>	<b>1,385,000</b>	<b>1,385,000</b>	<b>-</b>	<b>12,140,000</b>
<u>Water Distribution</u>						
Core and Main - AMI New Meters	80,000	80,000	200,000	200,000	-	560,000
Core and Main - AMI New Meters**	5,584,500	-	-	-	-	5,584,500
Critical Water Valve Replacements	300,000	300,000	300,000	300,000	-	1,200,000
Waterline Repairs	250,000	250,000	250,000	250,000	-	1,000,000
Line Renewal, Replace, Loop and Extend	1,000,000	1,000,000	620,000	630,000	-	3,250,000
Mayfair East Water Main Replacement**	1,822,480	1,822,479	-	-	-	3,644,959
Mayfair East Water Main Replacement	137,986	-	-	-	-	137,986
Line Renewal/ Replacement**	2,000,000	-	-	-	-	2,000,000
Meter Vault Lid Replacement - Cadisco Way	150,000	-	-	-	-	150,000
Pressure Gauges along WM's - tied to LS's & SCADA	36,098	37,180	38,296	39,445	-	151,019
Hydrants	200,000	200,000	200,000	200,000	-	800,000
Valve Boxes	40,000	40,000	40,000	40,000	-	160,000
Utility Relocates	-	500,000	500,000	500,000	-	1,500,000
Utility Relocates - Sem Co Kentucky	500,000	-	-	-	-	500,000
Utility Relocates - Pine Way	590,000	590,000	-	-	-	1,180,000
Utility Relocates - Sem Co Celery Ave**	2,500,000	-	-	-	-	2,500,000
Georgetown WM Relocations	1,700,000	-	-	-	-	1,700,000
Equipment	112,551	115,927	119,405	122,987	-	470,870
Vehicles	-	56,275	57,964	59,703	-	173,942
<b>Total Water Distribution</b>	<b>17,003,615</b>	<b>4,991,861</b>	<b>2,325,665</b>	<b>2,342,135</b>	<b>-</b>	<b>26,663,276</b>
<u>Sewer Collection</u>						
Misc. Sewer Line and Forcemain Rehabilitation	800,000	800,000	800,000	800,000	-	3,200,000
Manhole repair and Replacement	-	150,000	150,000	-	-	300,000
New 12" Forcemain - Sanford Blvd	-	2,200,000	-	-	-	2,200,000
LS 30 Service Area Pipeline Upsizing (SJ Pkwy from Rinehard to Codisco)	-	2,950,000	-	-	-	2,950,000
LS 30 Service Area Pipeline Upsizing (From LS 28 to SJ Pkwy)	-	1,700,000	-	-	-	1,700,000
LS 30 Service Area Pipeline Upsizing (From LS 30 to Gravity Line on SR 46)	-	4,700,000	-	-	-	4,700,000
Redirection of LS 9 and LS 15**	-	2,964,429	-	-	-	2,964,429
LS 22 Discharge Piping Upsizing**	-	526,942	-	-	-	526,942
LS 22 Discharge Piping Upsizing	-	400,000	-	-	-	400,000
Flow Redirection Upsizing Project (Elm from Sanford Ave to RC Blvd)**	-	-	10,614,383	-	-	10,614,383
Flow Redirection Upsizing Project (Elm from Sanford Ave to SSWRC)**	-	-	-	11,232,754	-	11,232,754
Manhole Cover	60,000	-	-	-	-	60,000
Nutrient Reduction (Sewer Lining and Manhole Repair)*	1,000,000	1,000,000	1,000,000	600,000	-	3,600,000
WW Transmission System Modeling**	30,000	30,000	30,000	30,000	-	120,000
Vacuum Sewer system	50,000	51,500	53,045	54,636	-	209,181
Vacuum Sewer system Planning **	75,000	-	-	-	-	75,000
Vacuum Sewer system -Maintenance	500,000	250,000	250,000	250,000	-	1,250,000
Wastewater Master Plan Update**	832,000	-	-	-	-	832,000
Equipment and Hardware	112,551	115,927	119,405	122,987	-	470,870
Georgetown Sewer Relocations	125,000	125,000	-	-	-	250,000
Vehicles	-	84,413	86,946	89,554	-	260,913
<b>Total Sewer Collection Distribution</b>	<b>3,584,551</b>	<b>18,048,211</b>	<b>13,103,779</b>	<b>13,179,931</b>	<b>-</b>	<b>47,916,472</b>
<u>Reclaimed Water System</u>						
Miscellaneous RW Discharge Line Repair*	112,551	115,927	119,405	122,987	-	470,870
Site 10 Maint and Culvert Replacement	500,000	1,000,000	-	-	-	1,500,000
Site 10 Storage Pond	-	385,000	1,430,000	1,375,000	-	3,190,000
Site 10 Reclaimed Water Pumping Station	-	390,000	2,500,000	770,000	-	3,660,000
RW Pressure Gauges SCADA system	-	60,000	61,800	63,654	-	185,454
Equipment	500,000	500,000	500,000	500,000	-	2,000,000
<b>Total Reclaimed Water System</b>	<b>1,112,551</b>	<b>2,450,927</b>	<b>4,611,205</b>	<b>2,831,641</b>	<b>-</b>	<b>11,006,324</b>
<b>Total Capital Expenditures</b>	<b>69,069,690</b>	<b>70,935,207</b>	<b>63,736,632</b>	<b>31,689,896</b>	<b>-</b>	<b>235,431,425</b>
Surplus/(Deficit)	-	-	-	-	-	-
	-	(21,741,669)	-	-	-	(21,741,669)

\*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.



Capital Item Detail

**Equipment (Hose, Nozzles, Rope)**

Department:	Fire	Location:	E31, E32, E38, E132, E138
Division:	Operations	District:	City Wide
Account Number:	360-3001-522.52-00	Project Number:	FDEQP
Type:	Replacement	Useful Life:	5 years

**Description:**

Replacement of hose, nozzles, rope, etc. as they are needed. All pieces of equipment are to be used on all fire engines and the tower truck (E31, E32, E38, E132, E138, T31).

**Justification:**

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

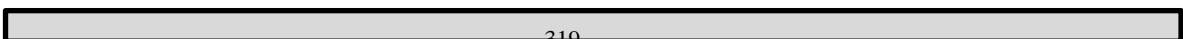
Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
360 Replacement Fund	\$15,000	\$15,000	\$10,000	\$10,000	\$10,000	\$60,000

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Operating Supplies	\$15,000	\$15,000	\$10,000	\$10,000	\$10,000	\$60,000

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0



Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0





Capital Item Detail

**Rescue 40 (New & Fully Equipped)**

Department:	Fire	Location:	Station 40
Division:	Operations	District:	3
Account Number:	360-3001-522.64-00	Project Number:	FDVEH
Type:	New	Useful Life:	5 years

**Description:**

New Rescue to operate out of Fire Station 40 to include all equipment for operational readiness. The following equipment is included in this purchase: stretcher, power load, Zoll monitor, mobile radio, 4-portable radios, vista lock, med vault, 2-scba, 4-scba cylinders, thermal imaging camera, router, computer, and misc. EMS and other loose equipment. The equipment is estimated at approximately \$200,000.  
Project codes: R40EQP for equipment, \$200,000

**Justification:**

In preparation for Fire Station 40 operations, a new rescue will be purchased, manned, and operated out of Fire Station 31 to provide an adequate training period for new hires to be able to maintain minimum manning requirements once Fire Station 40 is operational. There is currently a 22-24 month delivery time for a new rescue. (Impact Fee Eligible)

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
360 Replacement Fund	\$643,500	\$0	\$0	\$0	\$0	\$643,500

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Machinery & Equipment	\$643,500	\$0	\$0	\$0	\$0	\$643,500

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0

Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$3,000	\$3,000	\$4,000	\$8,000	\$12,000	\$30,000





Capital Item Detail

**Admin Staff Vehicle Replacement**

Department:	Fire	Location:	Station 31
Division:	Administration	District:	City Wide
Account Number:	360-3003-522.64-00	Project Number:	FDVEH
Type:	Replacement	Useful Life:	5 years

**Description:**

Replace staff vehicle #27, 2016 Chevrolet Tahoe which has 110,234 miles. Discussed replacement with Fleet Maintenance. The cost includes lights and installation along with other items to be installed by fleet once vehicle is received.

**Justification:**

This vehicle is 8 years old and has had multiple problems: the wheel hubs have been replaced several times, the transmission has been replaced, all rubber seals on doors are peeling off resulting in water leaks which cause doors to fill with water, the vehicle has been repainted once but needs it again as half of the vehicle is faded, the headliner needs replaced, there are A/C problems, and several electrical problems are arising.

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
360 Replacement Fund	\$70,000	\$0	\$0	\$0	\$0	\$70,000

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Machinery & Equipment	\$70,000	\$0	\$0	\$0	\$0	\$70,000

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0



Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0





Capital Item Detail

**Training Lt. Computer**

Department:	Fire	Location:	Station 31
Division:	Administration	District:	City Wide
Account Number:	360-3003-522.52-00	Project Number:	FDEQP
Type:	New	Useful Life:	5 years

**Description:**

New computer for the new Training Lt. position. The costs include personal computer and all the necessary accessories.

**Justification:**

The Training Lt. position requires a computer and accessories to perform daily duties.

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
360 Replacement Fund	\$2,040	\$0	\$0	\$0	\$0	\$2,040

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Operating Supplies	\$2,040	\$0	\$0	\$0	\$0	\$2,040

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0



Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0





Capital Item Detail

**Training Lt. Office Furniture**

Department:	Fire	Location:	Station 31
Division:	Administration	District:	City Wide
Account Number:	360-3003-522.52-00	Project Number:	FDEQP
Type:	New	Useful Life:	5 years

**Description:**

New office furniture for the new Training Lt position. The costs include desk, file drawers, and an office chair.

**Justification:**

The Training Lt. position requires office furniture to perform their daily duties.

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
360 Replacement Fund	\$1,500	\$0	\$0	\$0	\$0	\$1,500

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Operating Supplies	\$1,500	\$0	\$0	\$0	\$0	\$1,500

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0



Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0





Capital Item Detail

**Training Lt. Radio**

Department:	Fire	Location:	Station 31
Division:	Administration	District:	City Wide
Account Number:	360-3003-522.64-00	Project Number:	FDEQP
Type:	New	Useful Life:	5 years

**Description:**

New radio for the new Training Lt. position. The costs include radio and necessary accessories for normal operations.

**Justification:**

The Training Lt. position requires a radio and accessories to perform daily duties.

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
360 Replacement Fund	\$5,600	\$0	\$0	\$0	\$0	\$5,600

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Machinery & Equipment	\$5,600	\$0	\$0	\$0	\$0	\$5,600

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0



Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0





Capital Item Detail

**Training Lt, Vehicle**

Department:	Fire	Location:	Station 31
Division:	Administration	District:	City Wide
Account Number:	360-3003-522.64-00	Project Number:	FDVEH
Type:	New	Useful Life:	5 years

**Description:**

New vehicle for the new Training Lt. position. The costs include painting to match Fire Department vehicles, lights and installation and other items to be installed by fleet once vehicle is received.

**Justification:**

The Training Lt position requires a vehicle for transportation to the different locations relating to their training responsibilities and training activities within and outside of the City.

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
360 Replacement Fund	\$70,000	\$0	\$0	\$0	\$0	\$70,000

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Machinery & Equipment	\$70,000	\$0	\$0	\$0	\$0	\$70,000

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0



Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0





Capital Item Detail

**Vehicle**

Department:	Development Services	Location:	300 N. Park Ave
Division:	Code Enforcement	District:	City Wide
Account Number:	360-1103-519.64-00	Project Number:	DSVEH
Type:	New	Useful Life:	7 years

**Description:**

Vehicle for new Code Officer

**Justification:**

At the direction of the Commission, we will employ a Day Weekend Code Officer to maintain vigilance during hours that the officers have been traditionally off-duty.

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
360 Replacement Fund	\$45,000	\$34,905	\$0	\$91,620	\$0	\$171,525

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Machinery & Equipment	\$45,000	\$34,905	\$0	\$91,620	\$0	\$171,525

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0



Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0





Capital Item Detail

**AI Project Review Software**

Department:	Development Services	Location:	City Hall
Division:	Planning	District:	City Wide
Account Number:	360-1110-515.34-00	Project Number:	DSEQP
Type:	New	Useful Life:	Annual Renewal Required

**Description:**

The request is to incorporate a 3rd party review assistance software into the city's existing software that is Artificial Intelligence (AI) driven, to assist in plan review. It is a new software that would require annual usage fees but upkeep should be by the 3rd party operator.

**Justification:**

The incorporation of this process will allow a system that automates repetitive code checks, standard plan lines, analyzes datasets, and can create a list of potential issues which would then be complimented by human expertise. By integrating AI algorithms, the plan review process can become more efficient and, in some cases, more accurate. The inclusion of technology into human review can add to the plan review process, streamline some of the simpler tasks and can improve data-driven decision.

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
360 Replacement Fund	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$250,000

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Other Contractual Services	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$250,000

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0



Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0





Capital Item Detail

**Replacement Equipment and Hardware**

Department:	Finance	Location:	N/A
Division:	IT	District:	City Wide
Account Number:	360-0402-513.52-00	Project Number:	ITEQP
Type:	Replacement	Useful Life:	5 years

**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 place demands on newer technology to support these services. This is an ongoing effort and this request projects the costs through 2029.

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
360 Replacement Fund	\$225,000	\$125,000	\$125,000	\$150,000	\$125,000	\$750,000

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Operating Supplies	\$225,000	\$125,000	\$125,000	\$150,000	\$125,000	\$750,000

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0



Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0







Capital Item Detail

**AI & Digital Transformation Project**

Department:	Finance	Location:	N/A
Division:	IT	District:	City Wide
Account Number:	360-0402-513.31-00	Project Number:	ITDIGI
Type:	New	Useful Life:	7 years

**Description:**

The Coronavirus pandemic rocked the status quo throughout the city. Staff is rethinking how they produce services. 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. This is a continuation of the existing project.

**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. Re-imagining 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.

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
360 Replacement Fund	\$288,000	\$0	\$0	\$0	\$0	\$288,000

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Professional Services	\$288,000	\$0	\$0	\$0	\$0	\$288,000

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0



Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0





Capital Item Detail

**Replace Virtual Servers Infrastructure**

Department:	Finance	Location:	N/A
Division:	IT	District:	City Wide
Account Number:	360-0402-513.64-00	Project Number:	ITEQP
Type:	Replacement	Useful Life:	8 years

**Description:**

The virtual server infrastructure provides the capability to run hundreds of applications and eliminates the need for numerous individual servers. The virtual server infrastructure is currently running critical applications such as email, print and file services, GIS, public records, CAD, Cybersecurity, and security systems. The current solution was implemented 8 years ago and is instrumental in running IT systems and applications.

**Justification:**

The current system is approaching end of support by the manufacturer. If the current system is not replaced, the risk of extended applications and system failure and downtime significantly increases over the next few years.

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
360 Replacement Fund	\$170,000	\$0	\$0	\$0	\$0	\$170,000

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Machinery & Equipment	\$170,000	\$0	\$0	\$0	\$0	\$170,000

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0



Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0





Capital Item Detail

**Network Access Control System**

Department:	Finance	Location:	N/A
Division:	IT	District:	City Wide
Account Number:	360-0402-513.64-00	Project Number:	ITEQP
Type:	New	Useful Life:	7 years

**Description:**

The Network Access Control (NAC) provides cybersecurity granular control over who and what can access the City network ensuring only authorized users and devices gain entry. NAC meets compliance requirements as a government and utility agency by enforcing access controls, monitoring network activity, and generating audit trails to demonstrate compliance to auditors and regulatory bodies.

**Justification:**

Investing in Network Access Control (NAC) is essential to strengthen the City's security posture, achieve regulatory compliance, and enhance operational efficiency in today's complex and dynamic threat landscape.

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
360 Replacement Fund	\$65,000	\$0	\$0	\$0	\$0	\$65,000

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Machinery & Equipment	\$65,000	\$0	\$0	\$0	\$0	\$65,000

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0



Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$15,000	\$15,000	\$15,000	\$15,000	\$60,000





Capital Item Detail

**Network Switch Replacements**

Department:	Finance	Location:	N/A
Division:	IT	District:	City Wide
Account Number:	360-0402-513.64-00	Project Number:	ITEQP
Type:	Replacement	Useful Life:	7 years

**Description:**

The network switches direct network traffic throughout the City and Internet. The plan is to replace switches in the primary Data Center in FY25. The remainder of the fleet will be replaced in FY26 and FY27. Replacing the main Data Center core switches with new technology will significantly improve application and network performance and security.

**Justification:**

The network switches are approaching end of support by the manufacturer and need to be replaced to minimize significant downtime.

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
360 Replacement Fund	\$55,000	\$125,000	\$125,000	\$0	\$0	\$305,000

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Machinery & Equipment	\$55,000	\$125,000	\$125,000	\$0	\$0	\$305,000

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0



Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0





Capital Item Detail

**Security Surveillance Cameras and Door Controllers**

Department:	Finance	Location:	N/A
Division:	IT	District:	City Wide
Account Number:	360-0402-513.52-00	Project Number:	ITEQP
Type:	New	Useful Life:	7 years

**Description:**

Install new Surveillance Cameras and Door Locks at various locations throughout the City.

**Justification:**

Provide video surveillance for future vandalism and trespassing. Video cameras also act as a deterrent.

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
360 Replacement Fund	\$40,600	\$0	\$0	\$0	\$0	\$40,600

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Operating Supplies	\$40,600	\$0	\$0	\$0	\$0	\$40,000

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0



Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$600	\$600	\$600	\$600	\$600	\$3,000





Capital Item Detail

**Police Vehicles**

Department:	Police	Location:	Police Department
Division:	Patrol/Uniform	District:	City Wide
Account Number:	360-2023-521.64-00	Project Number:	PDVEH
Type:	Replacement	Useful Life:	7 years

**Description:**

19 marked and 1 K9 unit; AED's every 5 years at \$360 per AED for battery and pads combined, \$7,600 in five years. AED's will be included in vehicle purchase order, this is customarily included in the Police Department's annual budget, as these vehicles will replace vehicles marked for disposal.

**Justification:**

Adhering to the city's five-year procurement plan; while also addressing the City's growth, these 20 vehicles reduce the cost of maintenance by replacing old; and unreliable vehicles with newer and safer vehicles.

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
360 Replacement Fund	\$1,827,966	\$1,575,000	\$1,775,000	\$1,975,000	\$2,175,000	\$9,327,966

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Machinery & Equipment	\$1,827,966	\$1,575,000	\$1,775,000	\$1,975,000	\$2,175,000	\$9,327,966

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0



Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0





Capital Item Detail

**Helmets**

Department:	Police	Location:	Police Department
Division:	Investigations	District:	City Wide
Account Number:	134-2024-521.64-00	Project Number:	PDEQP
Type:	Replacement	Useful Life:	5 years

**Description:**

3M Peltor Swattac VI Tactical Communication and Hearing Protection Headsets and Point Blank Enterprises/Paraclete's Operator Elite Helmet.

**Justification:**

The 3M Peltor Swattac VI Tactical headset as well as the Point Blank Enterprise Paraclete's Operator elite helmet is worn by the Sanford Police Neighborhood Response Unit utilized at times for high-risk search/arrest warrants and other times as resources beyond capacity of Patrol division. These helmets in conjunction offers hearing and ballistic protection. Non-measurable impact.

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
134 Police Safety Impact Fees Fund	\$19,100	\$0	\$0	\$0	\$0	\$19,100

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Machinery & Equipment	\$19,100	\$0	\$0	\$0	\$0	\$19,100

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0

Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0



Capital Item Detail

**Solar Camera Tower**

Department:	Police	Location:	Police Department
Division:	Administration	District:	City Wide
Account Number:	134-2022-521.64-00	Project Number:	PDEQP
Type:	New	Useful Life:	3 years

**Description:**

Solar Camera Tower with Trailer

**Justification:**

Allows for virtual monitoring of high crime areas; along with the ability to scan large crowds during events held in the city. Giving officers the ability to better monitor criminal activities, and also better preserve community safety.

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
134 Police Safety Impact Fees Fund	\$58,995	\$4,200	\$4,200	\$4,200	\$4,200	\$75,795

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Machinery & Equipment	\$58,995	\$4,200	\$4,200	\$4,200	\$4,200	\$75,795

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0



Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0







Capital Item Detail

**Bullet Resistant Glass**

Department:	Police	Location:	Police Department
Division:	Administration	District:	City Wide
Account Number:	360-2022-521.46-00	Project Number:	PDEQP
Type:	Replacement	Useful Life:	10 years

**Description:**

Replacement Bullet Resistant Glass - install the glass and aluminum required. Level 3 Glass Clad Polycarbonate LTIBRS 2,999.00-SMARTGARD-BR3. Per owner of company on quote received, warranty usually 5-10 years, if properly maintained may likely last up to 20 years, however, will only warranty 5-10 years.

**Justification:**

Glass needs to be replaced for the safety of our personnel.

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
360 Replacement Fund	\$28,420	\$0	\$0	\$0	\$0	\$28,420

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Repair & Maintenance	\$28,420	\$0	\$0	\$0	\$0	\$28,420

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0



Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0





Capital Item Detail

**In-Car Radios**

Department:	Police	Location:	Police Department
Division:	Patrol/Uniform	District:	City Wide
Account Number:	360-2023-521.64-00	Project Number:	PDEQP
Type:	Replacement	Useful Life:	6 years

**Description:**

Mobile (in-car) radios, APX 6500 Mobile Radios and Microphones

**Justification:**

In 2013 a grant allowed the Police Department to complete a bulk purchase of radios, however, the grant has expired. In car-radios are essential for the safety and efficiency of our officers responding to Calls for Service while driving. In-car radios allows for a secondary form of communication for an officer. This year 20 new radios will be purchased to be placed in 20 new fleet vehicles being purchased; while another four will be purchased to replace units that have met their life expectancy.

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
360 Replacement Fund	\$142,941	\$145,515	\$148,145	\$150,833	\$153,580	\$741,014

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Machinery & Equipment	\$142,941	\$145,515	\$148,145	\$150,833	\$153,580	\$741,014

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0



Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0





Capital Item Detail

**Computers, Docking Stations & Laptop Vehicle Stand**

Department:	Police	Location:	Police Department
Division:	Administration	District:	City Wide
Account Number:	360-2022-521.64-00	Project Number:	PDEQP
Type:	Replacement	Useful Life:	3 years

**Description:**

160 Dell 5430 Rugged Laptops  
 53 Dell 5430 Rugged Laptop Desk Docking Stations  
 122 Dell 5430 Rugged Laptop Vehicle Stand Conversion

**Justification:**

Per Bob Keegan all computers must be replaced in 2024/2025 budget period. This will, therefore, also require new docking stations and vehicle laptop stand conversions. Keeping the equipment current will cut down on electronic device failures and allow for better technology for our officers.

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
360 Replacement Fund	\$427,500	\$0	\$0	\$0	\$0	\$427,500

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Machinery & Equipment	\$427,500	\$0	\$0	\$0	\$0	\$427,500

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0

Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0



Capital Item Detail

**Dell Tablet**

Department:	Police	Location:	Police Department
Division:	Patrol/Uniform	District:	City Wide
Account Number:	360-2023-521.52-00	Project Number:	PDEQP
Type:	New	Useful Life:	5 years

**Description:**

Equipment 5 new FTE Officers --- Dell 7220 tablet w/doc \$2,590 each = \$12,950.00

**Justification:**

The PD is currently understaffed; based on the projected and current population increase.

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
360 Replacement Fund	\$12,950	\$12,950	\$12,950	\$12,950	\$12,950	\$64,750

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Operating Supplies	\$12,950	\$12,950	\$12,950	\$12,950	\$12,950	\$64,750

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0

Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0



Capital Item Detail

**FARO**

Department:	Police	Location:	Police Department
Division:	Investigations	District:	City Wide
Account Number:	134-2024-521.64-00	Project Number:	PDEQP
Type:	New	Useful Life:	8 years

**Description:**

FARO Focus Laser Scanner - Digital scanner that is able to convert physical objects into precise digital models. The FARO is able to collect three-dimensional data which measures and records precise locations and distances. The device is used in the documentation of crime scenes and or traffic investigations.

**Justification:**

The FARO enables crimes/traffic scenes of all types to be documented and preserved down to the finest details, which allows for accurate and precise recreations. It allows data analysis for blood splatter and trajectory, which enables all types of scene measurements to be collected in a timely manner. What would typically take five hours and two people to accurately document a scene, takes the FARO an hour.

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
134 Police Safety Impact Fees Fund	\$60,000	\$0	\$0	\$0	\$0	\$60,000

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Machinery & Equipment	\$60,000	\$0	\$0	\$0	\$0	\$60,000

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0

Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0



Capital Item Detail

**Mobile Radios**

Department:	Police	Location:	Police Department
Division:	Patrol/Uniform	District:	City Wide
Account Number:	360-2023-521.64-00	Project Number:	PDEQP
Type:	New	Useful Life:	5 years

**Description:**

Equipment for 5 new FTE Officers --- 5 APX6500 Mobile Radio (in car) \$5,192.28 each = \$25961.40

**Justification:**

The PD is currently understaffed; based on the projected and current population increase.

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
360 Replacement Fund	\$25,961	\$25,961	\$25,961	\$25,961	\$25,961	\$129,807

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Machinery & Equipment	\$25,961	\$25,961	\$25,961	\$25,961	\$25,961	\$129,807

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0



Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0





Capital Item Detail

**Portable Radios**

Department:	Police	Location:	Police Department
Division:	Patrol/Uniform	District:	City Wide
Account Number:	360-2023-521.64-00	Project Number:	PDEQP
Type:	New	Useful Life:	5 years

**Description:**

Equipment 5 new FTE Officers - Portable Radio \$5,171.13 each = \$25,855.65

**Justification:**

The PD is currently understaffed; based on the projected and current population increase.

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
360 Replacement Fund	\$25,856	\$25,856	\$25,856	\$25,856	\$25,856	\$129,278

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Machinery & Equipment	\$25,856	\$25,856	\$25,856	\$25,856	\$25,856	\$129,278

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0



Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0





Capital Item Detail

**Portable Radios**

Department:	Police	Location:	Police Department
Division:	Patrol/Uniform	District:	City Wide
Account Number:	360-2023-521.64-00	Project Number:	PDEQP
Type:	Replacement	Useful Life:	10 YEARS

**Description:**

Purchasing 10 portable radios

**Justification:**

Will allow the Police department to ensure safe means of communication for officers in the fields. In previous years this was a budget item, however, with inflation the cost per radio now exceeds the \$5000 per item threshold. The estimate for coming years used the current 2.2% inflation rate each upcoming year for future estimation.

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
360 Replacement Fund	\$104,860	\$106,598	\$108,374	\$110,190	\$112,045	\$542,067

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Machinery & Equipment	\$104,860	\$106,598	\$108,374	\$110,190	\$112,045	\$542,067

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0



Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0







Capital Item Detail

**Chiller**

Department:	Police	Location:	Police Department
Division:	Administration	District:	City Wide
Account Number:	360-2022-521.64-00	Project Number:	PDEQP
Type:	Replacement	Useful Life:	15 years

**Description:**

Commercial Chiller for HVAC air system

**Justification:**

Both Chillers have experienced several issues causing costly repairs. We are now down to one operable Chiller for the shared Police and Fire Department building; both operating 24 hours a day 7 days a week. We are proposing replacing one in 2024/2025 budget cycle and the other in 25/26 budget cycle. This will assure the officers and fire fighters a safe working environment.

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
360 Replacement Fund	\$250,000	\$250,000	\$0	\$0	\$0	\$500,000

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Machinery & Equipment	\$250,000	\$250,000	\$0	\$0	\$0	\$500,000

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0



Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0





Capital Item Detail

**Miscellaneous Capital Amenities**

Department:	Recreation	Location:	Park Facilities
Division:	Parks	District:	City Wide
Account Number:	360-5508-572.46-00	Project Number:	PGEQP
Type:	Replacement	Useful Life:	1 year

**Description:**

Water fountains, doggy stations, benches, picnic tables, trash receptacles, basketball nets, backboards, tennis nets, ash urns, toilet seats, toilet paper dispensers, soap dispenser, swing seats, swing chains, grills, park signs, rubber mulch and binding material,

**Justification:**

These are items that fall under the \$5000 capital replacement criteria, but are purchased on an semi-annual or annual basis due to weather, wear and tear, vandalism, and usage.

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
360 Replacement Fund	\$218,000	\$319,000	\$720,000	\$761,000	\$1,171,000	\$3,189,000

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Repair & Maintenance	\$218,000	\$319,000	\$720,000	\$761,000	\$1,171,000	\$3,189,000

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0



Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0





Capital Item Detail

**Toro Workman HDX-2WD Kubota Diesel**

Department:	Recreation	Location:	Parks II
Division:	Parks	District:	City Wide
Account Number:	360-5508-572.64-00	Project Number:	PGVEH
Type:	New	Useful Life:	10 years

**Description:**

Toro Workman HDX - 2WD Kubota Diesel

**Justification:**

Equipment needed for approved unfunded lead maintenance worker. Having enough manpower to allow staff to continue to provide quality service and support to the residents and visitors of Sanford. Without these services, beds overgrow with weeds, improper fertilization, and maintenance needs.

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
360 Replacement Fund	\$42,912	\$30,000	\$30,000	\$0	\$0	\$102,912

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Machinery & Equipment	\$42,912	\$30,000	\$30,000	\$0	\$0	\$102,912

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0



Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0





Capital Item Detail

**Flatbed Trailer**

Department:	Recreation	Location:	6th Street Park Office
Division:	Parks	District:	City Wide
Account Number:	360-5508-572.64-00	Project Number:	PGVEH
Type:	New	Useful Life:	5 years

**Description:**

Flatbed over the wheel trailer

**Justification:**

Needed to move equipment in the Parks Department and would benefit all areas of the City. Currently, we need to rent a trailer or borrow from another department in order to move equipment from location to location and this slows the production of staff. Often borrowing from another department is not an option when the equipment is in use.

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
360 Replacement Fund	\$19,979	\$0	\$0	\$0	\$0	\$19,779

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Machinery & Equipment	\$19,979	\$0	\$0	\$0	\$0	\$19,779

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0

Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$200	\$200	\$200	\$1,200	\$200	\$2,000



Capital Item Detail

**Automatic Floor Scrubber**

Department:	Recreation	Location:	Westside Community Center
Division:	Recreation Facilities	District:	2
Account Number:	360-5502-575.46-00	Project Number:	LSEQP
Type:	Replacement	Useful Life:	5 years

**Description:**

Automatic Floor Scrubber

**Justification:**

This scrubber was used every day and it is currently broken from heavy usage and regular wear and tear. Immediate replacement of the Minuteman E26 ECO Disc Brush Automatic Scrubber with Quick Pack Batteries is requested.

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
360 Replacement Fund	\$12,500	\$0	\$0	\$0	\$0	\$12,500

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Repair & Maintenance	\$12,500	\$0	\$0	\$0	\$0	\$12,500

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0

Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0



Capital Item Detail

**Sanford Municiple Cemetery ID Signs**

Department:	Recreation	Location:	Sanford Munic Cemetery
Division:	Parks	District:	4
Account Number:	630-5508-572.46-00	Project Number:	CEO701
Type:	Replacement	Useful Life:	5 years

**Description:**

Cemetery ID signs

**Justification:**

The existing ID signs are damaged, outdated, faded and vandalized. The signs identify various areas in the cemetery and are necessary to locate interments.

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
630 Cemetery	\$30,000	\$0	\$0	\$0	\$0	\$30,000

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Repair & Maintenance	\$30,000	\$0	\$0	\$0	\$0	\$30,000

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0



Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0





Capital Item Detail

**Structural Columns**

Department:	Recreation	Location:	Sanford Civic Center
Division:	Recreation Facilities	District:	1
Account Number:	360-5502-575.46-00	Project Number:	SFCCSC
Type:	Replacement	Useful Life:	30 years

**Description:**

Replace 17 structural steel posts columns at walk ways

**Justification:**

Per the Milzarch Condition Assessment Report of May 2021, this repair is a level one requirement requiring immediate action. Each column costs \$5,400.

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
360 Replacement Fund	\$92,000	\$0	\$0	\$0	\$0	\$92,000

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Repair & Maintenance	\$92,000	\$0	\$0	\$0	\$0	\$92,000

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0

**Estimated Operating Expenses (\$)**

Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0



Capital Item Detail

**Roof Replacement**

Department:	Recreation	Location:	Sanford Museum
Division:	Museum	District:	1
Account Number:	360-5052-573.46-00	Project Number:	New
Type:	Replacement	Useful Life:	15 years

**Description:**

Roof Replacement

**Justification:**

The roof is leaking in multiple areas and has been patched and repaired yearly. Contractor states it must be replaced to stop the water intrusion.

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
360 Replacement Fund	\$30,000	\$0	\$0	\$0	\$0	\$30,000

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Repair & Maintenance	\$30,000	\$0	\$0	\$0	\$0	\$30,000

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0



Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0







Capital Item Detail

**2003 Sterling 14yd Dump Truck**

Department:	Public Works	Location:	N/A
Division:	Streets	District:	City Wide
Account Number:	360-4047-541.64-00	Project Number:	pwveh
Type:	New	Useful Life:	10 years

**Description:**

2003 sterling 14yd dump truck

**Justification:**

The 2003 sterling 14 yd dump truck meets all three criteria for replacement being a model year 2003 (21 years old) with 8,730 engine hours on it (equivalent to 523,800 miles), and it also has a repair cost ratio of 80%.

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
360 Replacement Fund	\$150,000	\$0	\$0	\$0	\$0	\$150,000

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Machinery & Equipment	\$150,000	\$0	\$0	\$0	\$0	\$150,000

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0

Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0



Capital Item Detail

**2012 Ford F150 Extended Cab Pickup Truck**

Department:	Public Works	Location:	N/A
Division:	Streets	District:	City Wide
Account Number:	360-4047-541.64-00	Project Number:	PWVEH
Type:	Replacement	Useful Life:	10 years

**Description:**

2012 Ford F150 Extended Cab Pickup Truck

**Justification:**

2012 Ford F150 Extended Cab Pickup Truck currently meets two of the criteria for replacement being a model year 2012 (12 years old) and it has 123k miles on it.

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
360 Replacement Fund	\$50,000	\$0	\$0	\$0	\$0	\$50,000

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Machinery & Equipment	\$50,000	\$0	\$0	\$0	\$0	\$50,000

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0



Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0





Capital Item Detail

**Truck**

Department:	Public Works	Location:	City Wide
Division:	Streets	District:	City Wide
Account Number:	360-4047-541.64-00	Project Number:	PWVEH
Type:	New	Useful Life:	15 years

**Description:**

Truck to be able to do maintenance worker functions for the streets division

**Justification:**

A truck is needed for the maintenance worker position that was requested in the Streets division

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
360 Replacement Fund	\$50,000	\$0	\$0	\$0	\$0	\$50,000

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Machinery & Equipment	\$50,000	\$0	\$0	\$0	\$0	\$50,000

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0

Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0



Capital Item Detail

**2005 Ford F250 Extended Cab Pickup Truck**

Department:	Public Works	Location:	N/A
Division:	Streets	District:	City Wide
Account Number:	360-4047-541.64-00	Project Number:	PWVEH
Type:	New	Useful Life:	10 years

**Description:**

2005 Ford F250 Extended Cab Pickup Truck

**Justification:**

Currently meets two of the three criteria for replacement: it is a model year 2005 (19 years old) and has 143k miles on it. In addition to this it almost meets the cost to repair ratio at 76% and requires a cylinder head replacement that effectively totals the vehicle. It was approved for disposal at auction under City Commission Memorandum 24-037.A.

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
360 Replacement Fund	\$55,000	\$0	\$0	\$0	\$0	\$55,000

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Machinery & Equipment	\$55,000	\$0	\$0	\$0	\$0	\$55,000

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0



Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0





Capital Item Detail

**2 Post Lift**

Department:	Public Works	Location:	N/A
Division:	Fleet	District:	City Wide
Account Number:	360-4042-539.64-00	Project Number:	pweqp
Type:	Replacement	Useful Life:	15 years

**Description:**

2 post lift

**Justification:**

One of Fleet's 2-post lifts is currently 17 years old and will not pass it's yearly ANSI/OSHA inspection next year due to the life of the steel cables. The repair cost for next cables is prohibitive and inefficient compared to a new lift with another 15 year lifespan.

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
360 Replacement Fund	\$12,000	\$0	\$0	\$0	\$0	\$12,000

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Machinery & Equipment	\$12,000	\$0	\$0	\$0	\$0	\$12,000

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0

Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0



Capital Item Detail

**16k Pound Deck over Equipment Trailer**

Department:	Public Works	Location:	N/A
Division:	Fleet	District:	City Wide
Account Number:	360-4042-539.64-00	Project Number:	pweqp
Type:	New	Useful Life:	10 years

**Description:**

16k pound deck over equipment trailer

**Justification:**

To better serve the Departments and Divisions in the City, the Fleet Division is in need of a transport trailer to transport disabled vehicles and/or equipment to and from repair facilities or job sites if need be. Fleet Maintenance having its own trailer would greatly reduce the down time of equipment. We often have to wait to borrow trailers from other Departments which in turn disrupts the daily activities and schedules of both Fleet and the donor Dept.

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
360 Replacement Fund	\$15,000	\$0	\$0	\$0	\$0	\$15,000

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Machinery & Equipment	\$15,000	\$0	\$0	\$0	\$0	\$15,000

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0

Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0



Capital Item Detail

**Single Cab Pickup Truck**

Department:	Public Works	Location:	N/A
Division:	Facility Maintenance	District:	City Wide
Account Number:	360-4046-539.64-00	Project Number:	PWVEH
Type:	New	Useful Life:	10 years

**Description:**

2008 Ford F350 Single Cab Pickup Truck

**Justification:**

2008 Ford F350 Single Cab Pickup Truck - meets two of the three criteria for replacement being a model year 2008 (16 years old) with 121k miles on it.

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
360 Replacement Fund	\$61,000	\$0	\$0	\$0	\$0	\$61,000

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Machinery & Equipment	\$61,000	\$0	\$0	\$0	\$0	\$61,000

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0



Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$1,000	\$1,200	\$1,300	\$2,000	\$2,500	\$8,000





Capital Item Detail

**Single Cab Pickup Truck**

Department:	Public Works	Location:	N/A
Division:	Facility Maintenance	District:	City Wide
Account Number:	360-4046-539.64-00	Project Number:	PWVEH
Type:	New	Useful Life:	10 years

**Description:**

2008 Ford F350 single cab pickup truck

**Justification:**

The 2008 ford f350 single cab pick-up truck meets all three criteria for replacement: it is a 2008 model year (16 years old) with 134k miles on it, and it also has a repair cost ratio of 102%.

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
360 Replacement Fund	\$61,000	\$0	\$0	\$0	\$0	\$61,000

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Machinery & Equipment	\$61,000	\$0	\$0	\$0	\$0	\$61,000

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0

Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$1,000	\$1,200	\$1,300	\$2,000	\$2,500	\$8,000





Capital Item Detail

**Electrical Cabinet Replacement**

Department:	Public Works	Location:	City Hall
Division:	Facility Maintenance	District:	1
Account Number:	360-4046-539.63-00	Project Number:	PWEQP
Type:	Replacement	Useful Life:	20 years

**Description:**

electric cabinet replacement seminole blvd. by city hall

**Justification:**

The electric cabinet on Seminole Blvd by City Hall is rusting and needs to be replaced

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
360 Replacement Fund	\$25,000	\$0	\$0	\$0	\$0	\$25,000

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Improve Other Than Buildings	\$25,000	\$0	\$0	\$0	\$0	\$25,000

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0



Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0





Capital Item Detail

**Fire Alarm Upgrade at City Hall**

Department:	Public Works	Location:	City Hall
Division:	Facility Maintenance	District:	1
Account Number:	360-4046-539.63-00	Project Number:	PW0701
Type:	Replacement	Useful Life:	20 years

**Description:**

Fire alarm upgrade

**Justification:**

According to the Fire Marshall, City Hall's fire alarm needs an upgrade so it can be code compliant

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
360 Replacement Fund	\$50,000	\$0	\$0	\$0	\$0	\$50,000

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Improve Other Than Buildings	\$50,000	\$0	\$0	\$0	\$0	\$50,000

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0



Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0





Capital Item Detail

**PDE Study**

Department:	Public Works	Location:	N/A
Division:	Administration	District:	1
Account Number:	131-4001-539.34-00	Project Number:	New
Type:	New	Useful Life:	10 years

**Description:**

Project Development and environment study

**Justification:**

Excessive growth east side of town makes Celery Ave function at a level of service below acceptable standards.

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
131 Local Option Gas Tax Fund	\$500,000	\$0	\$0	\$0	\$0	\$500,000

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Other Contractual Services	\$500,000	\$0	\$0	\$0	\$0	\$500,000

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0



Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0





Capital Item Detail

**Signalization - Sanford Ave and 20th**

Department:	Public Works	Location:	N/A
Division:	Administration	District:	1
Account Number:	131-4001-539.34-00	Project Number:	New
Type:	New	Useful Life:	50 years

**Description:**

Signalization at Sanford Ave and 20th

**Justification:**

The city is responsible for installing a signal at Sanford Ave and 20th.

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
131 Local Option Gas Tax Fund	\$725,000	\$0	\$0	\$0	\$0	\$725,000

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Other Contractual Services	\$725,000	\$0	\$0	\$0	\$0	\$725,000

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0



Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0





Capital Item Detail

**Brick Repairs**

Department:	Public Works	Location:	N/A
Division:	Streets	District:	City Wide
Account Number:	131-4047-541.63-00	Project Number:	rs0708
Type:	Replacement	Useful Life:	20 years

**Description:**

Brick repairs to roads - city wide.

**Justification:**

The City of Sanford has many brick roads which need to be maintained to ensure they remain in drivable condition.

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
131 Local Option Gas Tax Fund	\$100,000	\$250,000	\$250,000	\$250,000	\$0	\$850,000

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Improve Other Than Buildings	\$100,000	\$250,000	\$250,000	\$250,000	\$0	\$850,000

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0

Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0



Capital Item Detail

**Concrete Repairs**

Department:	Public Works	Location:	N/A
Division:	Streets	District:	City Wide
Account Number:	131-4047-541.63-86	Project Number:	rs0708
Type:	Replacement	Useful Life:	20 years

**Description:**

Misc. concrete repairs

**Justification:**

misc. concrete/sidewalk repairs as needed

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
131 Local Option Gas Tax Fund	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$500,000

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Improve Other Than Building- Sidewalks	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$500,000

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0



Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0





Capital Item Detail

**Annual Resurfacing and Repair**

Department:	Public Works	Location:	N/A
Division:	Streets	District:	City Wide
Account Number:	131-4047-541.63-00	Project Number:	rs0708
Type:	Replacement	Useful Life:	20 years

**Description:**

Annual resurfacing and roadway repairs - city wide.

**Justification:**

Roadway resurfacing improves the long-term condition of roads, helps to prevent structural problems in the future, and means we don't have to spend as much time on smaller repairs (i.e. filling in potholes).

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
131 Local Option Gas Tax Fund	\$1,000,000	\$0	\$0	\$0	\$0	\$1,000,000

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Improve Other Than Buildings	\$1,000,000	\$0	\$0	\$0	\$0	\$1,000,000

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0



Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0





Capital Item Detail

**Street Rehabilitation Program**

Department:	Public Works	Location:	City Wide
Division:	Streets	District:	City Wide
Account Number:	131-4047-541.63-00	Project Number:	RS0708
Type:	New	Useful Life:	20 years

**Description:**

Street Rehabilitation Program

**Justification:**

Annual rehab to city maintained roads

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
131 Local Option Gas Tax Fund	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000	\$2,500,000

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Improve Other Than Buildings	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000	\$2,500,000

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0



Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0







Capital Item Detail

**Roadway Marking**

Department:	Public Works	Location:	N/A
Division:	Streets	District:	City Wide
Account Number:	131-4047-541.63-01	Project Number:	rs0708
Type:	Replacement	Useful Life:	10 years

**Description:**

roadway markings

**Justification:**

when a road is replaced it is required to have new markings

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
131 Local Option Gas Tax Fund	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$250,000

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Improve Other Than Buildings- Roadway Improvements	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$250,000

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0



Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0



Capital Item Detail

**Annual Sidewalk, ADA, Repair and Construction**

Department:	Public Works	Location:	N/A
Division:	Streets	District:	City Wide
Account Number:	138-4047-541.63-86	Project Number:	rs0708
Type:	Replacement	Useful Life:	15 years

**Description:**

Annual sidewalk ADA, repair and construction.

**Justification:**

Concrete sidewalk repairs and construction to remain or become ADA compliant.

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
138 3rd Generation Sales Tax Fund	\$300,000	\$0	\$0	\$0	\$0	\$300,000

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Improve Other Than Building- Sidewalks	\$300,000	\$0	\$0	\$0	\$0	\$300,000

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0



Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0





Capital Item Detail

**Annual Road Resurfacing**

Department:	Public Works	Location:	N/A
Division:	Streets	District:	City Wide
Account Number:	138-4047-541.63-00	Project Number:	rs0708
Type:	Replacement	Useful Life:	20 years

**Description:**

Annual resurfacing - city wide.

**Justification:**

Resurfacing roadways improves the long-term condition of roads, helps to prevent structural problems in the future, and means we don't have to spend as much time on smaller repairs (i.e. filling in potholes).

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
138 3rd Generation Sales Tax Fund	\$1,000,000	\$0	\$0	\$0	\$0	\$1,000,000

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Improve Other Than Buildings	\$1,000,000	\$0	\$0	\$0	\$0	\$1,000,000

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0



Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0





Capital Item Detail

**Road Resurfacing - Mellonville**

Department:	Public Works	Location:	N/A
Division:	Streets	District:	2
Account Number:	138-4047-541.63-00	Project Number:	RS0708
Type:	Replacement	Useful Life:	20 years

**Description:**

Road resurfacing on Mellonville from Seminole Blvd. to 25th Street.

**Justification:**

The stretch of roadway on Mellonville Ave. from Seminole Blvd. to 25th Street needs resurfacing to improve the long-term condition of road which helps to prevent structural problems in the future and means we don't have to spend as much time on smaller repairs (i.e. filling in potholes).

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
138 3rd Generation Sales Tax Fund	\$1,000,000	\$0	\$0	\$0	\$0	\$1,000,000

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Improve Other Than Buildings	\$1,000,000	\$0	\$0	\$0	\$0	\$1,000,000

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0



Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0





Capital Item Detail

**Sanford Ave Resurfacing**

Department:	Public Works	Location:	N/A
Division:	Streets	District:	2
Account Number:	138-4047-541.63-00	Project Number:	rs0708
Type:	Replacement	Useful Life:	20 years

**Description:**

Sanford Ave. resurfacing from 13th street to 25th street.

**Justification:**

The stretch of roadway from 13th Street to 25th Street on Sanford Ave. needs resurfacing to improve the long-term condition of roads which helps to prevent structural problems in the future and means we don't have to spend as much time on smaller repair (i.e. filling in potholes).

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
138 3rd Generation Sales Tax Fund	\$800,000	\$0	\$0	\$0	\$0	\$800,000

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Improve Other Than Buildings	\$800,000	\$0	\$0	\$0	\$0	\$800,000

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0



Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0





Capital Item Detail

**Georgetown Phase 1a**

Department:	Public Works	Location:	N/A
Division:	Streets	District:	1
Account Number:	138-4047-541.63-00	Project Number:	pw0716
Type:	Replacement	Useful Life:	20 years

**Description:**

Georgetown phase 1a - roadway, drainage, and sidewalk improvements.

**Justification:**

The Public Works Department is in the process of designing the improvements of the drainage system for Georgetown Phase 1a which is 1st street to 2nd on Locust. Phase 1a is an extension of the Phase 1 project.

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
138 3rd Generation Sales Tax Fund	\$1,500,000	\$0	\$0	\$0	\$0	\$1,500,000

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Improve Other Than Buildings	\$1,500,000	\$0	\$0	\$0	\$0	\$1,500,000

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0



Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0





Capital Item Detail

**Traffic Calming**

Department:	Public Works	Location:	N/A
Division:	Streets	District:	City Wide
Account Number:	138-4047-541.63-84	Project Number:	rs0708
Type:	Replacement	Useful Life:	15 years

**Description:**

Traffic calming - includes roadway marking, signage, and construction.

**Justification:**

The Public Works Department adds new and replaces old signage which includes the light up signs. When resurfacing a road, it requires new markings and could include traffic calming measures such as speed tables depending on needs.

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
138 3rd Generation Sales Tax Fund	\$100,000	\$25,000	\$25,000	\$25,000	\$0	\$175,000

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Improve Other Than Building- Traffic Calming	\$100,000	\$25,000	\$25,000	\$25,000	\$0	\$175,000

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0



Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0



Capital Item Detail

**Street Light Supplies and New Poles**

Department:	Public Works	Location:	N/A
Division:	Streets	District:	City Wide
Account Number:	138-4047-541.63-00	Project Number:	rs0708
Type:	Replacement	Useful Life:	15 years

**Description:**

Streetlight supplies and new poles.

**Justification:**

The Public Works Department is responsible for the maintenance of some of the streetlights in the City. The miscellaneous supplies will assist in the repair and maintenance of streetlights. The department would also like to purchase new light poles to replace some that are already in place.

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
138 3rd Generation Sales Tax Fund	\$300,000	\$60,000	\$61,800	\$65,564	\$0	\$487,364

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Improve Other Than Buildings	\$300,000	\$60,000	\$61,800	\$65,564	\$0	\$487,364

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0



Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0







Capital Item Detail

**Guardrail Replacement and Repair**

Department:	Public Works	Location:	N/A
Division:	Streets	District:	City Wide
Account Number:	138-4047-541.63-01	Project Number:	rs0708
Type:	Replacement	Useful Life:	10 years

**Description:**

Guardrail replacement and repair.

**Justification:**

The City has guardrails that get damaged and need to be replaced or repaired for the City's residents' and guests' safety.

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
138 3rd Generation Sales Tax Fund	\$50,000	\$250,000	\$250,000	\$250,000	\$0	\$800,000

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Improve Other Than Buildings- Roadway Improvements	\$50,000	\$250,000	\$250,000	\$250,000	\$0	\$800,000

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0



Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0



Capital Item Detail

**Full Depth Roadwork**

Department:	Public Works	Location:	N/A
Division:	Streets	District:	3
Account Number:	139-4047-541.63-01	Project Number:	rs0708
Type:	Replacement	Useful Life:	20 years

**Description:**

Ful depth recycling and resurfacing - pinecrest, lily ct, and grandview

**Justification:**

Full-depth roadway is needed in Pinecrest, Lily Ct., and Grandview. This will improve the long-term condition of roads, help to prevent structural problems in the future, and ensure we don't have to spend as much time on smaller repairs (i.e. filling in potholes). This will be coming out of the 9th cent sales tax, but that wasn't an option on the account drop down.

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
139 9th Cent Sales Tax	\$600,000	\$600,000	\$600,000	\$600,000	\$600,000	\$3,000,000

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Improve Other Than Buildings- Roadway Improvements	\$600,000	\$600,000	\$600,000	\$600,000	\$600,000	\$3,000,000

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0



Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0



Capital Item Detail

**Basin Management Action Plan (BMAP) - Design**

Department:	Public Works	Location:	N/A
Division:	Stormwater	District:	City Wide
Account Number:	402-4045-541.64-00	Project Number:	pw2204
Type:	New	Useful Life:	50 years

**Description:**

A basin management action plan (BMAP) is a framework for water quality restoration that contains local and state commitments to reduce pollutant loading through current and future projects and strategies.

**Justification:**

NPDES Requires Basin Management Action Plan. The City recently purchased two properties which are referred to as the cherry property and the mason property. The Public Works Manager/Engineer would like to design these areas to fit into the BMAP

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
402 Stormwater Fund	\$250,000	\$1,250,000	\$150,000	\$150,000	\$150,000	\$1,950,000

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Professional Services	\$250,000	\$1,250,000	\$150,000	\$150,000	\$150,000	\$1,950,000

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0



Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0





Capital Item Detail

**Seawall Replacement Mellonville-east end - constru**

Department:	Public Works	Location:	N/A
Division:	Stormwater	District:	1
Account Number:	402-4045-541.63-00	Project Number:	st2402
Type:	Replacement	Useful Life:	50 years

**Description:**

Seawall replacement - Mellonville Ave. to east end.

**Justification:**

The Public Works Department has currently applied for a Grant for the seawall replacement from Mellonville to the east. The 3.5 million would be our matching portion of the grant if it is received.  
The department is currently looking to get an SRF loan for the Georgetown project and reallocate those funds to pay for this project.

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
402 Stormwater Fund	\$3,500,000	\$0	\$0	\$0	\$0	\$3,500,000

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Improve Other Than Buildings	\$3,500,000	\$0	\$0	\$0	\$0	\$3,500,000

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0



Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0





Capital Item Detail

**26th Street Clean-up**

Department:	Public Works	Location:	N/A
Division:	Stormwater	District:	City Wide
Account Number:	402-4045-541.63-00	Project Number:	SW2502
Type:	New	Useful Life:	5-10 years

**Description:**

clean up of the 26th street debris site

**Justification:**

26th street has been used as a dump site for materials. There are very large mounds of trees, dirt, pipes, and misc items that need to be removed for safety reasons and to give room for the site to be used for other resources. The 26th street site is also currently the new home of our CDL training. The Stormwater division plans on hiring a contractor to remove the debris and take it to the dump. After doing this install a perimeter fence to stop the trespassing and vandalism of the City's equip

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
402 Stormwater Fund	\$250,000	\$0	\$0	\$0	\$0	\$250,000

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Improve Other Than Buildings	\$250,000	\$0	\$0	\$0	\$0	\$250,000

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0

Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0



Capital Item Detail

**Skid Steer Attachments**

Department:	Public Works	Location:	N/A
Division:	Stormwater	District:	City Wide
Account Number:	402-4045-541.64-00	Project Number:	pweqp
Type:	New	Useful Life:	10-15 years

**Description:**

Mulcher and 360 knuckle attachments for skid steer

**Justification:**

The Stormwater division currently out-sources the clearing of overgrown lots and ditches. The skid steer attachments would allow employees to be able to clear and maintain ditch slopes and lots.

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
402 Stormwater Fund	\$85,000	\$0	\$0	\$0	\$0	\$85,000

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Machinery & Equipment	\$85,000	\$0	\$0	\$0	\$0	\$85,000

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0



Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0





Capital Item Detail

**Shaker**

Department:	Public Works	Location:	N/A
Division:	Stormwater	District:	City Wide
Account Number:	402-4045-541.64-00	Project Number:	pweqp
Type:	New	Useful Life:	10-15 years

**Description:**

Shaker

**Justification:**

Staff currently has one shaker and another is needed to process different materials at one time with high-intensity screening, cleaning and/or sifting stormwater materials

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
402 Stormwater Fund	\$200,000	\$0	\$0	\$0	\$0	\$200,000

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Machinery & Equipment	\$200,000	\$0	\$0	\$0	\$0	\$200,000

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0

Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$5,000



Capital Item Detail

**Georgia Buggy**

Department:	Public Works	Location:	N/A
Division:	Stormwater	District:	City Wide
Account Number:	402-4045-541.64-00	Project Number:	pwveh
Type:	New	Useful Life:	10 years

**Description:**

Georgia Buggy

**Justification:**

Stormwater could use this buggy when they work in tight places, alley's, and small right a ways

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
402 Stormwater Fund	\$20,000	\$0	\$0	\$0	\$0	\$20,000

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Machinery & Equipment	\$20,000	\$0	\$0	\$0	\$0	\$20,000

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0



Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0







Capital Item Detail

**Equipment and hardware**

Department:	Utility	Location:	N/A
Division:	Customer Service	District:	City Wide
Account Number:	452-4510-536.64-00	Project Number:	uteqp
Type:	Replacement	Useful Life:	25 years

**Description:**

equipment and hardware replacement

**Justification:**

replacement of equipment and hardware in customer service

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
452 Capital Replacement Fund	\$107,510	\$73,185	\$73,881	\$74,597	\$74,597	\$403,770

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Machinery & Equipment	\$107,510	\$73,185	\$73,881	\$74,597	\$74,597	\$403,770

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0



Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0





Capital Item Detail

**Equipment**

Department:	Utility	Location:	City Wide
Division:	Customer Service	District:	City Wide
Account Number:	452-4510-536.64-00	Project Number:	uteqp
Type:	Replacement	Useful Life:	N/A

**Description:**

Miscellaneous Equipment Replacement in the Water Division

**Justification:**

Replacement of equipment due to unforeseen failure.

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
452 Capital Replacement Fund	\$22,510	\$23,185	\$23,881	\$24,597	\$25,281	\$119,454

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Machinery & Equipment	\$22,510	\$23,185	\$23,881	\$24,597	\$25,281	\$119,454

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0



Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0





Capital Item Detail

**Utilities Building**

Department:	Utility	Location:	City Wide
Division:	Water	District:	City Wide
Account Number:	452-4530-536.62-00	Project Number:	ut2001
Type:	New	Useful Life:	50 years

**Description:**

Utilities Building

**Justification:**

Change orders, project started in FY 24 with just enough money to start the project. Additional funds are needed to complete the project.

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
452 Capital Replacement Fund	\$500,000	\$0	\$0	\$0	\$0	\$500,000

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Buildings	\$500,000	\$0	\$0	\$0	\$0	\$500,000

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0



Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0





Capital Item Detail

**Consumptive use permit monitoring**

Department:	Utility	Location:	City Wide
Division:	Plant Operations	District:	City Wide
Account Number:	452-4520-536.31-00	Project Number:	wd0801
Type:	New	Useful Life:	N/A

**Description:**

Consumptive use permit monitoring

**Justification:**

yearly monitoring

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
452 Capital Replacement Fund	\$46,350	\$47,741	\$49,173	\$50,648	\$52,167	\$246,079

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Professional Services	\$46,350	\$47,741	\$49,173	\$50,648	\$52,167	\$246,079

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0



Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0





Capital Item Detail

**Auxiliary and Main WTP Improvements**

Department:	Utility	Location:	City Wide
Division:	Plant Operations	District:	City Wide
Account Number:	452-4520-536.46-00	Project Number:	WW1402
Type:	Replacement	Useful Life:	N/A

**Description:**

Various capital repairs at the water plant, wellfield and water quality

**Justification:**

Required funding for unforeseen equipment failures.

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
452 Capital Replacement Fund	\$56,275	\$57,964	\$59,703	\$61,494	\$63,203	\$298,639

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Repair & Maintenance	\$56,275	\$57,964	\$59,703	\$61,453	\$63,203	\$298,598

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0



Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0





Capital Item Detail

**Misc. Reclaimed Line Ext's**

Department:	Utility	Location:	N/A
Division:	Water	District:	City Wide
Account Number:	452-4530-536.46-00	Project Number:	WW1406
Type:	Replacement	Useful Life:	50 years

**Description:**

Misc. Reclaimed Line Ext's

**Justification:**

Misc. Reclaimed Line Extension repairs

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
452 Capital Replacement Fund	\$350,000	\$350,000	\$350,000	\$350,000	\$350,000	\$1,750,000

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Repair & Maintenance	\$350,000	\$350,000	\$350,000	\$350,000	\$350,000	\$1,750,000

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0



Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0





Capital Item Detail

**Hidden Lakes New Well**

Department:	Utility	Location:	Well Fields
Division:	Plant Operations	District:	3
Account Number:	452-4525-536.63-00	Project Number:	WW2514
Type:	New	Useful Life:	50 years

**Description:**

New well in the Hidden Lakes area

**Justification:**

The plants division has deemed necessary to add a new well in the Hidden Lakes

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
452 Capital Replacement Fund	\$850,000	\$0	\$0	\$0	\$0	\$850,000

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Improve Other Than Buildings	\$850,000	\$0	\$0	\$0	\$0	\$850,000

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0



Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0





Capital Item Detail

**design and construction of WTP #3 at SSWRC**

Department:	Utility	Location:	South Plant
Division:	Plant Operations	District:	City Wide
Account Number:	452-4528-536.62-00	Project Number:	WW2407
Type:	New	Useful Life:	50 years

**Description:**

design and construction of WTP #3 at SSWRC

**Justification:**

fy 25 the department will be designing the water treatment plant #3 at SSWRC. Due to the growth a new facility is needed

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
452 Capital Replacement Fund	\$1,200,000	\$0	\$10,000,000	\$0	\$0	\$11,200,000

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Buildings	\$1,200,000	\$0	\$10,000,000	\$0	\$0	\$11,200,000

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0



Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0







Capital Item Detail

**Main WTP Improvements - 1, 4 Dioxane**

Department:	Utility	Location:	Main Plant
Division:	Plant Operations	District:	City Wide
Account Number:	452-4521-536.31-00	Project Number:	WW2501
Type:	New	Useful Life:	N/A

**Description:**

This is possibly grant funded for 1,4 dioxane

**Justification:**

Needed for water filtration process to remove 1,4 Dioxane and PFAS.

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
452 Capital Replacement Fund	\$20,000,000	\$20,000,000	\$13,793,200	\$0	\$0	\$53,793,200

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Professional Services	\$20,000,000	\$20,000,000	\$13,793,200	\$0	\$0	\$53,793,200

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0

**Estimated Operating Expenses (\$)**

Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0



Capital Item Detail

**Well Water Rehab (Ongoing)**

Department:	Utility	Location:	Well Fields
Division:	Plant Operations	District:	City Wide
Account Number:	452-4525-536.46-00	Project Number:	wd1403
Type:	Replacement	Useful Life:	15 years

**Description:**

Ongoing Well Water Rehab

**Justification:**

General maintenance of the City's well water system.

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
452 Capital Replacement Fund	\$163,909	\$168,826	\$173,891	\$179,091	\$184,463	\$870,180

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Repair & Maintenance	\$163,909	\$168,826	\$173,891	\$179,091	\$184,463	\$870,180

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0



Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0





Capital Item Detail

**Elevated Water Tank - Maintenance Contract**

Department:	Utility	Location:	City Wide
Division:	Plant Operations	District:	City Wide
Account Number:	452-4520-536.34-00	Project Number:	ww0901
Type:	New	Useful Life:	N/A

**Description:**

maintenance contract for the elevated water tanks

**Justification:**

Required to maintain the integrity of the elevated tank.

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
452 Capital Replacement Fund	\$65,564	\$67,531	\$69,556	\$71,643	\$73,792	\$348,086

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Other Contractual Services	\$65,564	\$67,531	\$69,556	\$71,643	\$73,792	\$348,086

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0



Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0





Capital Item Detail

**Equipment Replacement - Water Plants**

Department:	Utility	Location:	City Wide
Division:	Plant Operations	District:	City Wide
Account Number:	452-4520-536.64-00	Project Number:	uteqp
Type:	Replacement	Useful Life:	N/A

**Description:**

Equipment Repairs and Replacement (i.e. pumps, motors, etc.)

**Justification:**

Required funding for unforeseen equipment failures.

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
452 Capital Replacement Fund	\$90,041	\$136,451	\$140,544	\$144,761	\$101,309	\$613,106

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Machinery & Equipment	\$90,041	\$136,451	\$140,544	\$144,761	\$101,309	\$613,106

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0



Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0





Capital Item Detail

**Consent order repairs**

Department:	Utility	Location:	N/A
Division:	Plant Operations	District:	City Wide
Account Number:	452-4520-536.63-00	Project Number:	WW2500
Type:	New	Useful Life:	20 years

**Description:**

Consent order repairs

**Justification:**

The City is currently under consent order with DEP, there are several items that DEP will want us to address

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
452 Capital Replacement Fund	\$2,247,612	\$255,040	\$262,691	\$270,572	\$0	\$3,035,915

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Improve Other Than Buildings	\$2,247,612	\$255,040	\$262,961	\$270,572	\$0	\$3,035,915

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0



Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0





Capital Item Detail

**RW Distribution Loop Pressurization (TPS) and Faci**

Department:	Utility	Location:	North Plant
Division:	Plant Operations	District:	City Wide
Account Number:	452-4527-536.46-00	Project Number:	WW1807
Type:	Replacement	Useful Life:	10 years

**Description:**

RW Distribution Loop Pressurization (TPS) and Facility Irrigation System

**Justification:**

Required to keep the plant operational.

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
452 Capital Replacement Fund	\$200,000	\$0	\$500,000	\$0	\$200,000	\$900,000

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Repair & Maintenance	\$200,000	\$0	\$500,000	\$0	\$200,000	\$900,000

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0

**Estimated Operating Expenses (\$)**

Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0



Capital Item Detail

**electrical upgrades**

Department:	Utility	Location:	North Plant
Division:	Plant Operations	District:	City Wide
Account Number:	452-4527-536.63-00	Project Number:	ww1902
Type:	Replacement	Useful Life:	50 years

**Description:**

misc electrical upgrades

**Justification:**

electrical system improvements throughout the plant

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
452 Capital Replacement Fund	\$3,000,000	\$2,000,000	\$0	\$0	\$0	\$5,000,000

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Improve Other Than Buildings	\$3,000,000	\$2,000,000	\$0	\$0	\$0	\$5,000,000

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0

Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0



Capital Item Detail

**operations building relocate - thickener building**

Department:	Utility	Location:	North Plant
Division:	Plant Operations	District:	City Wide
Account Number:	452-4527-536.62-00	Project Number:	UT2001
Type:	Replacement	Useful Life:	50 years

**Description:**

Operations building relocation

**Justification:**

Operations building relocation to upstairs in the thickner building this will give more room for staff to be more efficient

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
452 Capital Replacement Fund	\$250,000	\$0	\$0	\$0	\$0	\$250,000

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Buildings	\$250,000	\$0	\$0	\$0	\$0	\$250,000

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0

Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0





Capital Item Detail

**Front Entrance Wall, Gate and Landscaping**

Department:	Utility	Location:	North Plant
Division:	Plant Operations	District:	City Wide
Account Number:	452-4527-536.46-00	Project Number:	ww2004
Type:	Replacement	Useful Life:	15 years

**Description:**

Front Entrance Wall, Gate and Landscaping

**Justification:**

The wall will better secure and hide the treatment plant.

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
452 Capital Replacement Fund	\$1,250,000	\$1,200,000	\$0	\$0	\$0	\$2,450,000

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Repair & Maintenance	\$1,250,000	\$1,200,000	\$0	\$0	\$0	\$2,450,000

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0



Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0





Capital Item Detail

**Mill Creek Stabilization**

Department:	Utility	Location:	North Plant
Division:	Plant Operations	District:	City Wide
Account Number:	452-4527-536.63-00	Project Number:	rw2403
Type:	New	Useful Life:	10 years

**Description:**

Mill Creek Stabilization

**Justification:**

Creek bank stabilization will prevent washouts of the creek.

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
452 Capital Replacement Fund	\$100,000	\$1,500,000	\$0	\$0	\$0	\$1,600,000

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Improve Other Than Buildings	\$100,000	\$1,500,000	\$0	\$0	\$0	\$1,600,000

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0



Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0





Capital Item Detail

**actiflow rehab and upgrades**

Department:	Utility	Location:	North Plant
Division:	Plant Operations	District:	City Wide
Account Number:	452-4527-536.63-00	Project Number:	rw2404
Type:	Replacement	Useful Life:	20 years

**Description:**

actiflow rehab and upgrades

**Justification:**

the actiflow is in need of upgrades

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
452 Capital Replacement Fund	\$2,300,000	\$0	\$0	\$0	\$0	\$2,300,000

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Improve Other Than Buildings	\$2,300,000	\$0	\$0	\$0	\$0	\$2,300,000

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0

Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0



Capital Item Detail

**Equipment Replacement**

Department:	Utility	Location:	North Plant
Division:	Plant Operations	District:	City Wide
Account Number:	452-4527-536.64-00	Project Number:	uteqp
Type:	Replacement	Useful Life:	N/A

**Description:**

equipment replacement

**Justification:**

equipment replacement

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
452 Capital Replacement Fund	\$115,927	\$119,405	\$122,987	\$126,676	\$129,676	\$614,671

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Machinery & Equipment	\$115,927	\$119,405	\$122,987	\$126,676	\$129,676	\$614,671

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0



Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0





Capital Item Detail

**Grit Remover-Equalization Basin**

Department:	Utility	Location:	South Plant
Division:	Plant Operations	District:	City Wide
Account Number:	452-4528-536.63-00	Project Number:	WW2512
Type:	New	Useful Life:	50 years

**Description:**

FY 2025 The Plants Division will be in the design phase of the grit remover - equalization basin

**Justification:**

A grit removal-equalization basin is a part of a wastewater treatment system that removes grit and equalizes the flow of wastewater

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
452 Capital Replacement Fund	\$500,000	\$4,000,000	\$0	\$0	\$0	\$4,500,000

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Improve Other Than Buildings	\$500,000	\$4,000,000	\$0	\$0	\$0	\$4,500,000

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0



Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0





Capital Item Detail

**Control valve at river**

Department:	Utility	Location:	North Plant
Division:	Plant Operations	District:	City Wide
Account Number:	452-4527-536.63-00	Project Number:	WW1605
Type:	New	Useful Life:	25 years

**Description:**

Control valve at the river

**Justification:**

control valves ensure pressure management

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
452 Capital Replacement Fund	\$250,000	\$0	\$0	\$0	\$0	\$250,000

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Improve Other Than Buildings	\$250,000	\$0	\$0	\$0	\$0	\$250,000

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0

Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0



Capital Item Detail

**Improvements/Equipment**

Department:	Utility	Location:	South Plant
Division:	Plant Operations	District:	City Wide
Account Number:	452-4528-536.64-00	Project Number:	uteqp
Type:	Replacement	Useful Life:	N/A

**Description:**

Improvements/Equipment

**Justification:**

Replacement of equipment not identified in other capital forms that may need to be replaced due to malfunction, damage or failure.

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
452 Capital Replacement Fund	\$56,275	\$57,964	\$59,703	\$61,494	\$63,338	\$298,774

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Machinery & Equipment	\$56,275	\$57,964	\$59,703	\$61,494	\$63,338	\$298,774

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0



Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0





Capital Item Detail

misc repairs and maint.

Department:	Utility	Location:	South Plant
Division:	Plant Operations	District:	City Wide
Account Number:	470-4528-536.46-00	Project Number:	WW0707
Type:	Replacement	Useful Life:	N/A

**Description:**

misc repairs and maint.

**Justification:**

misc. repairs and maint. at the plant

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
470 Sewer Impact Fee Fund	\$40,000	\$85,020	\$86,371	\$87,762	\$0	\$299,153

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Repair & Maintenance	\$40,000	\$85,020	\$86,371	\$87,762	\$0	\$299,153

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0

Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0





Capital Item Detail

**Sludge Holding Tank No. 2, Equipment Building, Blo**

Department:	Utility	Location:	South Plant
Division:	Plant Operations	District:	City Wide
Account Number:	470-4528-536.46-00	Project Number:	WW1803
Type:	Replacement	Useful Life:	25 years

**Description:**

Sludge Holding Tank No. 2, Equipment Building, Blowers, Pumps

**Justification:**

Equipment replacement needed for the plant to operate efficiently.

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
470 Sewer Impact Fee Fund	\$2,620,000	\$660,000	\$0	\$0	\$0	\$3,280,000

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Repair & Maintenance	\$2,620,000	\$660,000	\$0	\$0	\$0	\$3,280,000

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0

Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0



Capital Item Detail

**New Aeration System/Blowers/Pumps for Sludge Holdi**

Department:	Utility	Location:	South Plant
Division:	Plant Operations	District:	City Wide
Account Number:	452-4528-536.63-00	Project Number:	WW2012
Type:	New	Useful Life:	25 years

**Description:**

New Aeration System/Blowers/Pumps for Sludge Holding Tank No. 1

**Justification:**

Replacement of equipment to remain operational.

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
452 Capital Replacement Fund	\$1,452,000	\$0	\$0	\$0	\$0	\$1,452,000

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Improve Other Than Buildings	\$1,452,000	\$0	\$0	\$0	\$0	\$1,452,000

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0



Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0





Capital Item Detail

**new grit removal system**

Department:	Utility	Location:	South Plant
Division:	Plant Operations	District:	City Wide
Account Number:	452-4528-536.63-00	Project Number:	WW2512
Type:	New	Useful Life:	25 years

**Description:**

new grit removal system

**Justification:**

design in fy 25 and build in fy 26 for the new grit removal system

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
452 Capital Replacement Fund	\$250,000	\$3,000,000	\$0	\$0	\$0	\$3,250,000

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Improve Other Than Buildings	\$250,000	\$3,000,000	\$0	\$0	\$0	\$3,250,000

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0

Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0



Capital Item Detail

**2nd mech, barscreen, RAS line, odor demo, drain, conc**

Department:	Utility	Location:	South Plant
Division:	Plant Operations	District:	City Wide
Account Number:	452-4528-536.63-00	Project Number:	WW2013
Type:	New	Useful Life:	25 years

**Description:**

2nd mech, barscreen, RAS line, odor demo, drain, concrete repair

**Justification:**

2nd mech, barscreen, RAS line, odor demo, drain, concrete repair at the south water resource center

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
452 Capital Replacement Fund	\$1,000,000	\$0	\$0	\$0	\$0	\$1,000,000

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Improve Other Than Buildings	\$1,000,000	\$0	\$0	\$0	\$0	\$1,000,000

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0

Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0



Capital Item Detail

pipng r and r

Department:	Utility	Location:	South Plant
Division:	Plant Operations	District:	City Wide
Account Number:	452-4528-536.46-00	Project Number:	UTEQP
Type:	Replacement	Useful Life:	30 years

**Description:**

pipng r and r

**Justification:**

repair and replacement of the piping

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
452 Capital Replacement Fund	\$200,000	\$0	\$0	\$0	\$0	\$200,000

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Repair & Maintenance	\$200,000	\$0	\$0	\$0	\$0	\$200,000

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0

Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0



Capital Item Detail

**Expansion of SSWRC to 6.0 MGD**

Department:	Utility	Location:	City Wide
Division:	Sewer	District:	City Wide
Account Number:	452-4528-536.63-00	Project Number:	WW2510
Type:	Replacement	Useful Life:	50 years

**Description:**

manhole repair and replacement

**Justification:**

Due to aging infrastructure the manholes around the city need to be repaired and/or replaced. This would be a multi-year project given the size of the City and the number or repairs/replacements that need to be made.

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
452 Capital Replacement Fund	\$1,000,000	\$1,000,000	\$0	\$0	\$0	\$2,000,000

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Improve Other Than Buildings	\$1,000,000	\$1,000,000	\$0	\$0	\$0	\$2,000,000

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0



Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0





Capital Item Detail

**Thickened sludge hauler**

Department:	Utility	Location:	South Plant
Division:	Plant Operations	District:	City Wide
Account Number:	452-4528-536.64-00 & 470-4528-536.64-00	Project Number:	UTVEH
Type:	Replacement	Useful Life:	20 years

**Description:**

Thickened sludge hauler

**Justification:**

A replacement thickened sludge hauler is needed

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
452 Capital Replacement Fund	\$90,000					
470 Sewer Impact Fee Fund	\$10,000	\$0	\$0	\$0	\$0	\$100,000

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Machinery & Equipment	\$100,000	\$0	\$0	\$0	\$0	\$100,000

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0

Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0



Capital Item Detail

**Lift Station Rehabilitation/Replacement - Capital**

Department:	Utility	Location:	Lift Stations
Division:	Plant Operations	District:	City Wide
Account Number:	452-4529-536.46-00	Project Number:	ww0803
Type:	Replacement	Useful Life:	N/A

**Description:**

Lift Station Rehabilitation/Replacement - Capitalized

**Justification:**

due to age, rehab is needed

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
452 Capital Replacement Fund	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$5,000,000

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Repair & Maintenance	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$5,000,000

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0



Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0







Capital Item Detail

**Rerouting Lift Stations Sending more flow to sswr**

Department:	Utility	Location:	Lift Stations
Division:	Plant Operations	District:	City Wide
Account Number:	452-4529-536.63-00	Project Number:	WW0803
Type:	Replacement	Useful Life:	N/A

**Description:**

Rerouting of Lift Stations - Sending more flow to SSWRC

**Justification:**

Due to growth, the city needs to reroute the flow to the SSWRC

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
452 Capital Replacement Fund	\$500,000	\$1,000,000	\$0	\$0	\$0	\$1,500,000

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Improve Other Than Buildings	\$500,000	\$1,000,000	\$0	\$0	\$0	\$1,500,000

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0

Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0



Capital Item Detail

**Groveview lift station**

Department:	Utility	Location:	Lift Stations
Division:	Plant Operations	District:	City Wide
Account Number:	452-4529-536.63-00	Project Number:	ww0803
Type:	Replacement	Useful Life:	20 years

**Description:**

The grove view lift station is currently in design and will be ready for construction in FY 25

**Justification:**

The grove view lift station is currently in design and will be ready for construction in FY 25

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
452 Capital Replacement Fund	\$1,000,000	\$0	\$0	\$0	\$0	\$1,000,000

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Improve Other Than Buildings	\$1,000,000	\$0	\$0	\$0	\$0	\$1,000,000

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0

Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0



Capital Item Detail

**VACUUM STATION REHAB STUDY AND REHAB**

Department:	Utility	Location:	Lift Stations
Division:	Plant Operations	District:	1
Account Number:	452-4529-536.63-00	Project Number:	ut2301
Type:	Replacement	Useful Life:	20 years

**Description:**

VACUUM STATION REHAB STUDY AND REHAB

**Justification:**

Due to the age and issues with the vacuum system a study and rehab needs to take place

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
452 Capital Replacement Fund	\$3,000,000	\$0	\$0	\$0	\$0	\$3,000,000

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Improve Other Than Buildings	\$3,000,000	\$0	\$0	\$0	\$0	\$3,000,000

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0

Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0



Capital Item Detail

vacuum collections buffer tank study and impr.

Department:	Utility	Location:	Lift Stations
Division:	Plant Operations	District:	1
Account Number:	452-4529-536.63-00	Project Number:	ut2301
Type:	Replacement	Useful Life:	20 years

**Description:**

vacuum collections buffer tank study and impr.

**Justification:**

due to the age and system issues a study and improvements need to be made on the system

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
452 Capital Replacement Fund	\$1,100,000	\$0	\$0	\$0	\$0	\$1,100,000

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Improve Other Than Buildings	\$1,100,000	\$0	\$0	\$0	\$0	\$1,100,000

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0

Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0



Capital Item Detail

misc repair and maint

Department:	Utility	Location:	Lift Stations
Division:	Plant Operations	District:	City Wide
Account Number:	452-4529-536.46-00	Project Number:	WW0803
Type:	Replacement	Useful Life:	N/A

**Description:**

repairs to lift stations

**Justification:**

repairs to the lift station

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
452 Capital Replacement Fund	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$125,000

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Repair & Maintenance	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$125,000

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0

Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0



Capital Item Detail

lift station panels

Department:	Utility	Location:	Lift Stations
Division:	Plant Operations	District:	City Wide
Account Number:	452-4529-536.63-00	Project Number:	pweqp
Type:	Replacement	Useful Life:	10 years

**Description:**

lift station panel replacements

**Justification:**

Due to age the lift station panels need to be replaced

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
452 Capital Replacement Fund	\$60,000	\$60,000	\$60,000	\$60,000	\$60,000	\$300,000

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Improve Other Than Buildings	\$60,000	\$60,000	\$60,000	\$60,000	\$60,000	\$300,000

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0

Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0



Capital Item Detail

lift station generators

Department:	Utility	Location:	Lift Stations
Division:	Plant Operations	District:	City Wide
Account Number:	452-4529-536.64-00	Project Number:	pweqp
Type:	New	Useful Life:	10 years

**Description:**

lift station generators

**Justification:**

every year we add more generators

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
452 Capital Replacement Fund	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000	\$1,500,000

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Machinery & Equipment	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000	\$1,500,000

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0

Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0



Capital Item Detail

**AMI New Meters**

Department:	Utility	Location:	N/A
Division:	Water	District:	City Wide
Account Number:	452-4530-536.63-00	Project Number:	ww2411
Type:	New	Useful Life:	20 years

**Description:**

Core and main new meters for new development

**Justification:**

meters for new development that was not put in the original contract

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
452 Capital Replacement Fund	\$80,000	\$80,000	\$80,000	\$80,000	\$80,000	\$400,000

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Improve Other Than Buildings	\$80,000	\$80,000	\$80,000	\$80,000	\$80,000	\$400,000

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0

Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0





Capital Item Detail

**New meters**

Department:	Utility	Location:	N/A
Division:	Water	District:	City Wide
Account Number:	452-4530-536.63-00	Project Number:	dw0192
Type:	Replacement	Useful Life:	25 years

**Description:**

meter replacements

**Justification:**

On going meter replacement project

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
452 Capital Replacement Fund	\$5,584,500	\$0	\$0	\$0	\$0	\$5,584,500

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Improve Other Than Buildings	\$5,584,500	\$0	\$0	\$0	\$0	\$5,571,200

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0

Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0



Capital Item Detail

**Critical water valve installation**

Department:	Utility	Location:	City Wide
Division:	Water	District:	City Wide
Account Number:	452-4530-536.63-00	Project Number:	WW2504
Type:	New	Useful Life:	50 years

**Description:**

Critical water valve installation

**Justification:**

The City does not have a current program and the valves are needed in the city

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
452 Capital Replacement Fund	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000	\$1,500,000

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Improve Other Than Buildings	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000	\$1,500,000

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0



Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0





Capital Item Detail

**water line repairs**

Department:	Utility	Location:	City Wide
Division:	Water	District:	City Wide
Account Number:	452-4530-536.46-00	Project Number:	ww0716
Type:	Replacement	Useful Life:	N/A

**Description:**

waterline repairs

**Justification:**

Repairs as needed to waterlines

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
452 Capital Replacement Fund	\$250,000	\$250,000	\$250,000	\$250,000	\$250,000	\$1,250,000

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Repair & Maintenance	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000	\$2,500,000

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0

Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0



Capital Item Detail

**Line Renewal Replacement**

Department:	Utility	Location:	City Wide
Division:	Water	District:	City Wide
Account Number:	452-4530-536.63-00	Project Number:	WW0716
Type:	Replacement	Useful Life:	N/A

**Description:**

Line Renewal Replacement

**Justification:**

Water lines in the city need replacement and repairs in the downtown area due to the aging infrastructure.

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
452 Capital Replacement Fund	\$1,000,000	\$1,000,000	\$620,000	\$630,000	\$0	\$3,250,000

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Improve Other Than Buildings	\$1,000,000	\$1,000,000	\$620,000	\$630,000	\$0	\$3,250,000

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0

Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0



Capital Item Detail

**Mayfair East Water Main Replacement**

Department:	Utility	Location:	City Wide
Division:	Water	District:	City Wide
Account Number:	452-4530-536.63-00	Project Number:	mf2301
Type:	Replacement	Useful Life:	20 years

**Description:**

Mayfair East Water Main Replacement

**Justification:**

Removes outdated pipe that has reached the end of its useful life and replaces it with new appropriately sized new pipes.

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
452 Capital Replacement Fund	\$1,960,466	\$1,822,479	\$0	\$0	\$0	\$3,782,945

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Improve Other Than Buildings	\$1,960,466	\$1,822,479	\$0	\$0	\$0	\$3,782,945

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0



Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0





Capital Item Detail

**Line replacement and upsizing**

Department:	Utility	Location:	N/A
Division:	Water	District:	City Wide
Account Number:	452-4530-536.63-00	Project Number:	WW0716
Type:	Replacement	Useful Life:	50 years

**Description:**

line replacement and upsizing

**Justification:**

due to aging infrastructure or abandoning lines for new ones for upsizing

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
452 Capital Replacement Fund	\$2,000,000	\$0	\$0	\$0	\$0	\$2,000,000

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Improve Other Than Buildings	\$2,000,000	\$0	\$0	\$0	\$0	\$2,000,000

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0

Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0



Capital Item Detail

**Meter vault lid replacement - cadisco way**

Department:	Utility	Location:	N/A
Division:	Water	District:	City Wide
Account Number:	452-4530-536.46-00	Project Number:	WW2502
Type:	New	Useful Life:	50 years

**Description:**

meter vault replacement

**Justification:**

device placed on the Municipal Water Service Line at the property line which contains a shut-off valve and a Water Meter

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
452 Capital Replacement Fund	\$150,000	\$0	\$0	\$0	\$0	\$150,000

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Repair & Maintenance	\$150,000	\$0	\$0	\$0	\$0	\$150,000

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0

Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0



Capital Item Detail

**Pressure Gauges along WM's**

Department:	Utility	Location:	City Wide
Division:	Water	District:	City Wide
Account Number:	452-4530-536.64-00	Project Number:	SW2400
Type:	Replacement	Useful Life:	10 years

**Description:**

Pressure Gauges along WM's

**Justification:**

measure the pressure in the system

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
452 Capital Replacement Fund	\$36,098	\$37,180	\$38,296	\$39,445	\$0	\$151,019

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Machinery & Equipment	\$36,098	\$37,180	\$38,296	\$39,445	\$0	\$151,019

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0



Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0







Capital Item Detail

**Hydrants**

Department:	Utility	Location:	City Wide
Division:	Water	District:	City Wide
Account Number:	452-4530-536.63-00	Project Number:	WW2503
Type:	Replacement	Useful Life:	10 years

**Description:**

new and replacement hydrants

**Justification:**

due to aging infrastructure and new development

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
452 Capital Replacement Fund	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$1,000,000

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Improve Other Than Buildings	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$1,000,000

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0

Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0



Capital Item Detail

**Valve boxes**

Department:	Utility	Location:	N/A
Division:	Water	District:	City Wide
Account Number:	452-4530-536.64-00	Project Number:	UTEQP
Type:	New	Useful Life:	50 years

**Description:**

valve boxes

**Justification:**

A valve vault gives a lift station operator a clear view of the mechanical assembly

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
452 Capital Replacement Fund	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	\$200,000

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Machinery & Equipment	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	\$200,000

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0



Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0





Capital Item Detail

**Utility Relocates**

Department:	Utility	Location:	N/A
Division:	Water	District:	City Wide
Account Number:	460-4530-536.63-00	Project Number:	SW2402
Type:	Replacement	Useful Life:	N/A

**Description:**

Utility Relocates

**Justification:**

FDOT and Seminole County both have projects scheduled on Mellonville and Celery for the trail and Riverview. The City is required to move/adjust City utilities as necessary to facilitate their projects.

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
460 Water Impact Fee Fund	\$1,090,000	\$590,000	\$0	\$0	\$0	\$1,680,000

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Improve Other Than Buildings	\$1,090,000	\$590,000	\$0	\$0	\$0	\$1,680,000

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0



Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0





Capital Item Detail

**Relocate - Celery Ave**

Department:	Utility	Location:	N/A
Division:	Water	District:	City Wide
Account Number:	452-4530-536.63-00	Project Number:	SW2402
Type:	Replacement	Useful Life:	50 years

**Description:**

utility relocate - celery ave

**Justification:**

seminole county has a trail project and the City has a large relocate that need to be completed

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
452 Capital Replacement Fund	\$2,500,000	\$0	\$0	\$0	\$0	\$2,500,000

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Improve Other Than Buildings	\$2,500,000	\$0	\$0	\$0	\$0	\$2,500,000

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0



Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0





Capital Item Detail

**WM Relocates - Georgetown**

Department:	Utility	Location:	City Wide
Division:	Water	District:	City Wide
Account Number:	452-4530-536.63-00	Project Number:	ww2410
Type:	Replacement	Useful Life:	N/A

**Description:**

Georgetown Water Main improvements

**Justification:**

Phase II of the Stormwater Georgetown project. While the project is being completed the watermains will need to be moved and replaced. Doing this while stormwater is doing their project saves the City money and resources

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
452 Capital Replacement Fund	\$1,700,000	\$0	\$0	\$0	\$0	\$1,700,000

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Improve Other Than Buildings	\$1,700,000	\$0	\$0	\$0	\$0	\$1,700,000

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0



Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0





Capital Item Detail

**Misc. RW Discharge Line Repair**

Department:	Utility	Location:	City Wide
Division:	Plant Operations	District:	City Wide
Account Number:	452-4527-536.46-00	Project Number:	wd1601
Type:	Replacement	Useful Life:	N/A

**Description:**

Misc. RW Discharge Line Repair

**Justification:**

repairs as needed to RW lines

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
452 Capital Replacement Fund	\$112,551	\$115,927	\$119,405	\$122,987	\$123,000	\$593,870

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Repair & Maintenance	\$112,551	\$115,927	\$119,405	\$122,987	\$123,000	\$593,870

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0

Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0



Capital Item Detail

**Misc. Sewer Line and Forcemain Rehabilitation**

Department:	Utility	Location:	City Wide
Division:	Sewer	District:	City Wide
Account Number:	452-4540-536.46-00	Project Number:	WW1404
Type:	Replacement	Useful Life:	20 years

**Description:**

Misc. Sewer Line and Forcemain Rehabilitation

**Justification:**

This will assist in addressing the City's I&I issue for which the City has been cited by FDEP.

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
452 Capital Replacement Fund	\$800,000	\$800,000	\$800,000	\$800,000	\$800,000	\$4,000,000

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Repair & Maintenance	\$800,000	\$800,000	\$800,000	\$800,000	\$800,000	\$4,000,000

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0



Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0





Capital Item Detail

**Manhole Cover**

Department:	Utility	Location:	N/A
Division:	Sewer	District:	City Wide
Account Number:	452-4540-536.63-00	Project Number:	WW2510
Type:	Replacement	Useful Life:	50 years

**Description:**

Manhole Cover

**Justification:**

due to age, I & I getting in the system

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
452 Capital Replacement Fund	\$60,000	\$0	\$0	\$0	\$0	\$60,000

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Improve Other Than Buildings	\$60,000	\$0	\$0	\$0	\$0	\$60,000

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0

Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0





Capital Item Detail

**Lining for Sanitary**

Department:	Utility	Location:	City Wide
Division:	Sewer	District:	City Wide
Account Number:	452-4540-536.46-00	Project Number:	WW2305
Type:	Replacement	Useful Life:	N/A

**Description:**

Lining for sanitary pipes

**Justification:**

Due to aging infrastructure the pipes need to be lined. This is also being requested through DEP

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
452 Capital Replacement Fund	\$1,000,000	\$1,000,000	\$1,000,000	\$600,000	\$600,000	\$4,200,000

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Repair & Maintenance	\$1,000,000	\$1,000,000	\$1,000,000	\$600,000	\$600,000	\$4,200,000

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0



Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0





Capital Item Detail

**WW Transmission System Modeling**

Department:	Utility	Location:	City Wide
Division:	Sewer	District:	City Wide
Account Number:	452-4540-536.31-00	Project Number:	WW2513
Type:	New	Useful Life:	N/A

**Description:**

WW Transmission System Modeling

**Justification:**

modeling is needed for the sewer/gravity system

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
452 Capital Replacement Fund	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000	\$150,000

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Professional Services	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000	\$150,000

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0



Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0





Capital Item Detail

**Vacuum Sewer System**

Department:	Utility	Location:	City Wide
Division:	Sewer	District:	1
Account Number:	452-4540-536.63-00	Project Number:	ut2301
Type:	Replacement	Useful Life:	25 years

**Description:**

Vacuum Sewer System Improvements and Continued Maintenance.

**Justification:**

A properly functioning vacuum sewer system is vital to downtown businesses and residents; therefore, repairs are required and improvements are often needed to ensure that the latest technology is being utilized.

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
452 Capital Replacement Fund	\$50,000	\$51,500	\$53,045	\$54,636	\$56,000	\$265,181

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Improve Other Than Buildings	\$50,000	\$51,500	\$53,045	\$54,636	\$56,000	\$265,181

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0



Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0





Capital Item Detail

**Vacuum Sewer system Planning**

Department:	Utility	Location:	Lift Stations
Division:	Plant Operations	District:	City Wide
Account Number:	452-4529-536.31-00	Project Number:	ww1903
Type:	New	Useful Life:	N/A

**Description:**

Vacuum Sewer system Planning

**Justification:**

Vacuum Sewer system Planning

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
452 Capital Replacement Fund	\$75,000	\$0	\$0	\$0	\$0	\$75,000

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Professional Services	\$75,000	\$0	\$0	\$0	\$0	\$75,000

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0

Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0



Capital Item Detail

**Vacuum Sewer Maintenance**

Department:	Utility	Location:	City Wide
Division:	Sewer	District:	1
Account Number:	452-4540-536.46-00	Project Number:	ut2301
Type:	Replacement	Useful Life:	N/A

**Description:**

vacuum sewer maint.

**Justification:**

ongoing maintenance

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
452 Capital Replacement Fund	\$500,000	\$250,000	\$250,000	\$250,000	\$250,000	\$1,500,000

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Repair & Maintenance	\$500,000	\$250,000	\$250,000	\$250,000	\$250,000	\$1,500,000

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0



Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0





Capital Item Detail

**Utilities Master Plan**

Department:	Utility	Location:	City Wide
Division:	Administration	District:	City Wide
Account Number:	452-4510-536.31-00	Project Number:	ut2400
Type:	New	Useful Life:	50 years

**Description:**

Utilities master plan

**Justification:**

Utilities is in need an overall plan pertaining to maintenance, documenting existing systems, and assessing current and future needs.

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
452 Capital Replacement Fund	\$832,000	\$0	\$0	\$0	\$0	\$832,000

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Professional Services	\$832,000	\$0	\$0	\$0	\$0	\$832,000

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0



Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0





Capital Item Detail

**Equipment and Hardware**

Department:	Utility	Location:	City Wide
Division:	Sewer	District:	City Wide
Account Number:	452-4540-536.64-00	Project Number:	uteqp
Type:	Replacement	Useful Life:	N/A

**Description:**

Replacement equipment for the wastewater division

**Justification:**

Replacement of equipment based on unforeseen failures.

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
452 Capital Replacement Fund	\$112,551	\$115,927	\$119,405	\$122,987	\$126,676	\$487,995

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Machinery & Equipment	\$112,551	\$115,927	\$119,405	\$122,987	\$126,676	\$487,995

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0



Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0





Capital Item Detail

**Georgetown Sewer Relocations**

Department:	Utility	Location:	City Wide
Division:	Sewer	District:	City Wide
Account Number:	452-4540-536.63-00	Project Number:	ww2410
Type:	Replacement	Useful Life:	25 years

**Description:**

Gerorgetown Sewer Relocations

**Justification:**

Sewer Relocation for the Georgetown Project.

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
452 Capital Replacement Fund	\$125,000	\$125,000	\$0	\$0	\$0	\$250,000

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Improve Other Than Buildings	\$125,000	\$125,000	\$0	\$0	\$0	\$250,000

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0

Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0





Capital Item Detail

**Equipment**

Department:	Utility	Location:	City Wide
Division:	Water	District:	City Wide
Account Number:	452-4530-536.64-00	Project Number:	uteqp
Type:	Replacement	Useful Life:	N/A

**Description:**

Miscellaneous Equipment Replacement in the Water Division

**Justification:**

Replacement of equipment due to unforeseen failure.

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
452 Capital Replacement Fund	\$112,551	\$115,927	\$119,405	\$122,987	\$126,676	\$597,546

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Machinery & Equipment	\$112,551	\$115,927	\$119,405	\$122,987	\$126,676	\$597,546

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0



Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0





Capital Item Detail

Site 10 maint. and culvert replacement

Department:	Utility	Location:	North Plant
Division:	Plant Operations	District:	City Wide
Account Number:	452-4527-536.63-00	Project Number:	WW1405
Type:	New	Useful Life:	20 years

**Description:**

Site 10 maint. and culvert replacement

**Justification:**

culverts needs to be done at site 10

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
452 Capital Replacement Fund	\$500,000	\$1,000,000	\$0	\$0	\$0	\$1,500,000

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Improve Other Than Buildings	\$500,000	\$1,000,000	\$0	\$0	\$0	\$1,500,000

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0

Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0



Capital Item Detail

misc reclaimed repairs

Department:	Utility	Location:	North Plant
Division:	Plant Operations	District:	City Wide
Account Number:	452-4527-536.46-00	Project Number:	WW2412
Type:	Replacement	Useful Life:	20 years

**Description:**

misc reclaimed repairs

**Justification:**

repairs when needed to the reclaimed lines

Funding Source (\$)	FY25	FY26	FY27	FY28	FY29	Total
452 Capital Replacement Fund	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000	\$2,500,000

Capital Improvement Expenditure (\$)	FY25	FY26	FY27	FY28	FY29	Total
Repair & Maintenance	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000	\$2,500,000

Estimated Revenue (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0



Estimated Operating Expenses (\$)	FY25	FY26	FY27	FY28	FY29	Total
	\$0	\$0	\$0	\$0	\$0	\$0



# GLOSSARY

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- 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.