

# FORT WALTON BEACH

FLORIDA

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(850) 833-9500



**FY 2019-2020**

**Adopted Budget**



## **City of Fort Walton Beach, Florida**

107 Miracle Strip Parkway SW, Fort Walton Beach, FL 32548

**[www.fwb.org](http://www.fwb.org)**

### **PHONE DIRECTORY**

Mayor and City Council	833-9509	Fire Services (emergencies 911)	
City Manager	833-9504	Administration	833-9565
Public Information	833-9504	Recreation & Cultural Services	
Administrative Services		Cemetery (Beal Memorial)	833-9618
Human Resources	833-9507	Auditorium	833-9583
Information Technology	833-9620	Golf Course	833-9664
Police Services (emergencies 911)		Heritage Park & Cultural Center	833-9595
Administration	833-9547	Library	833-9590
Dispatch	833-9533	Tennis Center	244-4566
Records	833-9543	Public Works & Utility Services	
Growth Management		Administration	833-9613
Administration	833-9607	Field Office	833-9613
Building & Permitting	833-9605	Garbage Collection	833-9655
Code Enforcement	833-9601	Streets & Stormwater	833-9932
Planning & Zoning	833-9927	Water Operations	833-9630
City Clerk	833-9509		
Financial Services			
Accounting	833-9504		
Customer Service (Utility Billing)	833-9500		
Purchasing	833-9524		

**Cover photo by Michael Tucker**

### **Budget Availability**

Reference copies of the annual budget are available at the City Clerk's Office and Library.

The budget may also be viewed and printed from the City's website: [www.fwb.org](http://www.fwb.org).





# CITY OF FORT WALTON BEACH, FL

107 Miracle Strip Parkway SW, Fort Walton Beach, FL 32548

850-833-9500

[www.fwb.org](http://www.fwb.org)



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# **CITY OF FORT WALTON BEACH, FL**

## **City Council**



Left to right (standing):

Mike Holmes, David Schmidt, Nic Allegretto, Kirby Locklear, and Nathan Kelley

Left to right (seated):

MG Moran, Mayor Dick Rynearson, and Amy Jamieson

Council members are elected in odd years for four-year staggered terms. City Council meets on the second and fourth Tuesday of each month at 6:00 p.m. in the City Council Chambers located at 107 Miracle Strip Parkway, Fort Walton Beach, Florida.

### **Appointed Officers**

City Manager – Michael D. Beedie, PE

City Clerk – Kim Barnes

City Attorney – Hayward Dykes, Jr.

### **Department Directors**

Finance – Brandy L. Ferris, CPA, CGFM

Public Works & Utility Services – Daniel Payne, PE

Growth Management – Chris Frassetto

Fire Services – Ken Perkins, Chief

Human Resources – Tarey Franxman

Police Services – Robert Bage, Chief

Recreation & Cultural Services – Jeff Peters



## **Core Values**

Rather than being just words found on the website or located at the top of a letterhead, these core values are the guiding principles by which City Council, Department Directors, and City Staff will conduct themselves, allocate resources, and prioritize goals and objectives. These principles form a non-negotiable code of conduct and will guide our government on who we hire, how we train, and how we reward. These values will define who we are, what we stand for, and influence policies, procedures, and guidelines.

Adopted by City Council in May 2011, after a collaborative effort by Department Directors and the City Manager to consolidate employee suggestions, these five core values represent the first milestone in instituting the City's new Performance Excellence Program.

### **Integrity**

We will conduct ourselves in an honest, trustworthy, and ethical manner.

### **Accountability**

We will take full responsibility for our actions, resources, and attitudes.

### **Teamwork**

We will work together to provide quality services.

### **Customer Service**

We will be professional, use all available resources, and strive to meet the needs of our customers.

### **Continual Improvement**

We will promote a culture that seeks to better our organization.

Adopted by City Council in September 2011, after a collaborative effort by Department Directors and the City Manager, the updated Vision and Mission for the City are as follows:

## **Vision**

The City of Fort Walton Beach: a recognized leader in the provision of Community Services.

## **Mission**

To enhance and protect the Community by providing quality services.



# Strategic Plan

Adopted in July 2019

City Council's primary responsibility is to shape public policy to achieve the citizens' desires for the future. As time passes, the complexion of a community, its residents and leaders change, as do the priorities of the community. There is probably no more daunting a task than any community faces than planning for its future and identifying future priorities. The Strategic Plan is a multiyear plan and the budget process determines which parts of the Plan receive resources each year. Each Objective is in line with the City's Vision, Mission Statement and Core Values. Throughout this document, Strategic Plan Objectives have been tied to expenses, capital improvement projects, and performance measures – look for the icons below

## **Objective #1 – Safe and Livable Community for Citizens**

Quality of Life Survey Data, Crime Stats, Traffic Injury Stats, Pedestrian and Bike Safety, and Reducing Congestion



## **Objective #2 – A Government that Maximizes the City**

Budget, Tax Revenue, and Population Stats



## **Objective #3 – Support Intelligent Growth**

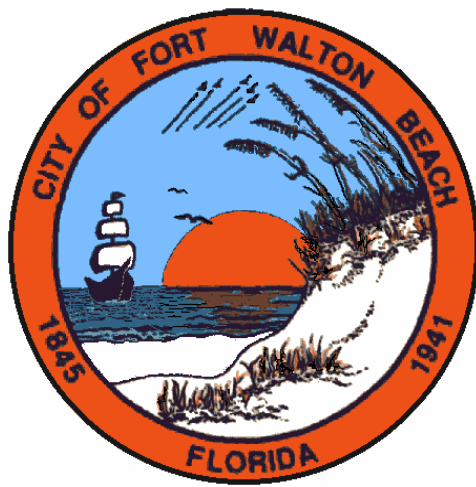
City Population Data, Percentage of People Under 25, Building Permits and Parks and Recreation Data



## **Objective #4 – Maintain a Well-Trained, Talented and Engaged Municipal Workforce**

Employee Engagement and Turnover







# City Manager's Budget Message



October 1, 2019

Honorable Mayor, City Council Members, and Citizens:

It is my pleasure to submit the FY 2019-20 municipal budget. The City of Fort Walton Beach budget is designed to meet the highest standards of municipal budgeting. This budget continues the City's commitment of providing high quality services in a cost-controlled manner, developing an assortment of revenues to fund programs and maintaining prudent cash reserves. This year's budget process emphasizes sound fiscal management and sustainability to achieve the goals established by citizens, City Council, and staff.

The FY 2019-20 budget of \$47,231,660 is \$5.5M, or 13.23%, more than the adopted FY 2018-19 budget. Ad Valorem revenues will remain consistent with prior year, as the City Council has set the millage rate at the roll-back rate, which is the rate that would generate the same amount of property tax revenue as the prior year. Assessed values are anticipated to increase 3.21% in the General Fund and 22.88% in the CRA fund. The budget is predicated on reducing the millage rate to 5.6395 mills.

## ECONOMIC ENVIRONMENT

National economic indicators - somewhat useful for evaluating the local framework within which the City of Fort Walton Beach operates - indicate economic recovery that continues to show growth in each of the past few budget years.



\*Arrow indicates direction of performance during past year; Color denotes if change has a positive (green) or negative (red) impact\*

The Consumer Price Index (CPI) – prepared by the US Bureau of Labor Statistics and the most widely used gauge of inflation – is 2.2% higher than a year ago for the Southern Region. The Municipal Cost Index – prepared by American City & County to show the effects of inflation on the cost of providing municipal services – is relatively flat, at 0.96% higher than a year ago. The Consumer Confidence Index – prepared by the Conference Board based on a representative sample of U.S. households – is 9.17% higher than a year ago, which is an excellent indicator of solid economic recovery. The Leading Economic Index – also prepared by the Conference Board and designed to signal turning point patterns in economic data – has decreased slightly for the first time since December of 2018. Unemployment in Okaloosa County is 2.70%, which is the second lowest in the State.

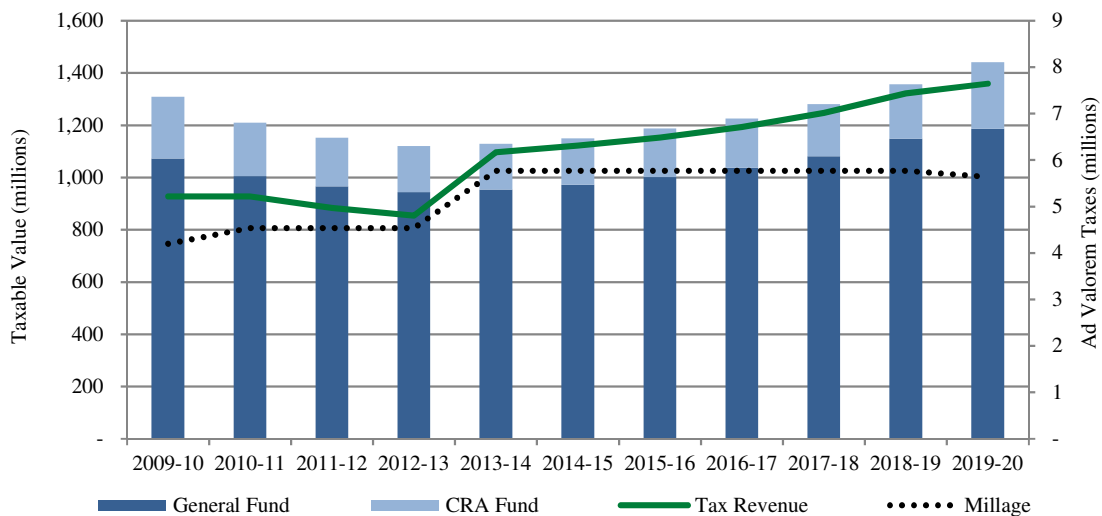
The State of Florida projects a decrease in local option fuel tax and communication services tax revenues, two of four of the City's revenue sharing funds (local option fuel taxes, municipal revenue sharing and half-cent sales tax), which reflects slightly lower fuel prices. The communication services tax revenues have declined in projections over the last few years due to the bundling of taxable wireless services. The Okaloosa County Property Appraiser anticipates a 6.22%, or \$84M, increase in taxable assessed value for the City, as the real estate market continues its recent boom.

## TOP BUDGET ISSUES

Current Year – FY 2019-20		Prior Year – FY 2018-19	
<b>Fire Assessment Fee</b>	<b>\$2,500,000 ▲</b>	<b>Property Taxes</b>	<b>\$376,316 ▲</b>
<i>Fee has an effective date of 10/1/2019 and is designed to cover the costs of Fire Protective Services.</i>		<i>Assessed value increase of \$78M or 6.13% due to increasing property values. Millage rate unchanged.</i>	
<b>Pension Benefits</b>	<b>\$431,893 ▼</b>	<b>Pension Benefits</b>	<b>\$349,926 ▼</b>
<i>Decrease in Pension Contributions for DB Plans due to employee turnover and higher investment earnings.</i>		<i>Decrease in Pension Contributions for DB Plans due to inactive retiree mortality, lower assumed CPI.</i>	
<b>Insurance Benefits</b>	<b>\$545,261 ▲</b>	<b>Insurance Benefits</b>	<b>\$545,240 ▲</b>
<i>Increase of 4.70% in overall rates for health, dental, life, and vision insurance; change to employer premium contributions.</i>		<i>8.60% in overall health, dental, life, and vision insurance.</i>	

### Property Taxes

The City's 2019 gross taxable property value for operating purposes is \$1.440 billion, an increase of \$84 million, or 6.22%, from the 2018 final gross taxable property value of \$1.356 billion. Property taxes primarily fund General Fund operations. However, property taxes paid by certain residents and businesses located in areas targeted for specific improvements to eliminate blight and improve infrastructure are allocated to the Community Redevelopment Agency (CRA) Fund.



As the chart above depicts, the City maintained its millage rate in FY 2009-10 and reduced personnel and other expenses in response to lower tax revenues as property values began to fall. The millage rate was increased in FY 2010-11 in order to maintain revenues, as the recession was in full swing. Further staffing and operational cuts were made in FY 2011-12 and FY 2012-13. In FY 2013-14, the City simply did not have room to “do more with less” and raised the millage rate to 5.7697 mills. As property values continue to rise, the City has lowered the millage rate to 5.6395 mills, which is the millage rate that the proposed budget is predicated on. This rate, known as the rolled-back rate, generates the same amount of property tax revenue as the prior year, even with the increases in property values. One mill equals \$1 per \$1,000 of taxable property value.

### Wage Adjustments

The last full Pay & Classification Study was completed in FY 2013-14. The FY 2018-19 budget



allocated \$35K to complete a new Pay & Classification Study. Work on the Study began in March 2019. The Study includes:

- Conducting a comprehensive survey of public and private labor market comparables, designed to include salary range and actual salaries to ensure the City's compensation is equitable and competitive in its compensation package relative to internal factors and external markets for substantially similar classifications.
- An analysis that addresses the issue of internal equity and pay compression.
- A job-task analysis audit of all employee positions to verify and validate information from existing job descriptions, including personal interviews with employees, supervisors and directors, as needed, to determine if classifications are correctly placed in organizational hierarchy and if individual positions are classified correctly.
- A review and revision of the City's current assignment of exempt versus non-exempt status as related to the Fair Labor Standards Act (FLSA).

In June 2019, the City received results addressing internal equity and pay compression. The pay changes related to this review were implemented on August 1, 2019, with excess budgeted funds that were available due to vacant positions. The full year cost of these changes was \$213K and impacted 129 employees.

The three remaining tasks outlined in the Study have not been received as of adoption of the budget. However, Citywide, approximately \$891K has been set aside to implement the recommendations, likely by January 1, 2020. Additionally, a 2.0% Cost of Living Adjustment for all employees, excluding Fire Bargaining Union Members, which have been allocated to each member in accordance with current Collective Bargaining Unit., has been allocated in the budget.

The FY 2019-20 budget includes \$1.6 million for wage and personnel changes, which are discussed further in this document.

### **Pension Defined Benefit Changes**

The City is required to maintain its three defined benefit pension plans in a fiscally sound manner. Investment earnings and employee/employer contributions comprise the plans' income. General employees and police officers currently contribute 5% of wages while firefighters contribute 8% of wages into their respective plans. The City's annual contribution, as a percent of payroll, is based on actuarially determined contribution levels.

The actuary determines City contribution requirements using estimated future earnings of members of the plan, as well as other assumptions on investment returns, retirement age, and, among others, expected mortality. Minimum benefits for both the Police and Fire Defined Benefit Plans are mandated by Florida State Statutes 175 and 185. While the Fire Plan meets or exceeds these minimum benefit levels, the Police Plan does not. The proposed budget includes bringing the Police Plan up to par as defined by F.S.S. The minimum benefit options that are not currently in compliance are:

- Early retirement penalty – 3% per year for each year prior to Normal Retirement (currently 6%)
- Normal retirement eligibility – 55 with 10 years of service, or age 52 with 25 years of service (currently 30 years of service)

The City's contribution to the General Employees defined benefit plan is budgeted at \$1.4M, which is a decrease of \$714K over the prior year. This plan was closed to new entrants in January

2010, therefore, contributions will continue at a fixed rate of \$1.4M for the foreseeable future. The City's contribution to the Police Officers plan is budgeted at \$1.1M and the contribution to the Firefighters plan is budgeted at \$1.4M, which is a combined increase of \$282K, or 12.8%.

### **Insurance Increases**

In 2010, the Federal Government passed the Patient Protection and Affordable Care Act. The Act, which mandates, among other things, that employers offer specific medical insurance for any employee working more than thirty (30) hours per week, has had a negative impact on the cost of providing such insurance. Since this time, the average rate increase has been 6.15%. The total impact budgeted for insurance is \$2.7M citywide, an increase of \$545K, or 13.31%.

The City contributes 100% of the premium for employee coverage in its Standard Insurance Plan and 75% of the employee coverage for those who elect the Premium Insurance Plan. For employees hired before October 1, 2008, the City contributes 75% of all dependent coverage. Employees hired after this date receive a 50% contribution from the City for all dependent coverage.

### **Fleet Replacement**

The City's Fleet Replacement Program (FRP) is a planning and budgeting tool that identifies the replacement of vehicles with a value greater than \$10,000 and a useful life of eight years or more. The replacement criteria provides a mechanism for the systematic evaluation of vehicle utilization and repair/maintenance costs and serves as a guide for efficient and effective replacement.

Generally speaking, police patrol vehicles are replaced on an 8-year cycle and the remainder of the fleet on a 10-12 year cycle. Each year as part of the budget process, the fleet is evaluated based on established replacement criteria and a ten-year schedule of replacements is developed depending on a projection of available fiscal resources and the evaluation scoring. Vehicle replacements are funded objectively based on established criteria and funding resources. To maximize the useful life of vehicles and meet service delivery levels, vehicles may be transferred between departments prior to disposal. Prior to replacing a vehicle, an analysis is performed to determine if a less expensive mechanism would meet employee needs at a reduced operating expense to the City or if the vehicle should be removed from the fleet without replacement.

According to the economic theory of vehicle replacement, over time vehicle capital costs decline while vehicle operating costs increase. Ideally, vehicles should be replaced around the time that annual operating costs begin to outweigh annual capital costs. Since 2014, the City, working under a future sustainability plan, has funded replacements based on the FRP. Vehicles totaling \$1,618,000 are scheduled for replacement. Detailed information on vehicle replacement can be found in the Fleet Replacement Schedule on page 166.

### **Facilities Plan**

In FY 2014-15, a Facilities Assessment was completed for all City-owned facilities. In the past, the annual budget did not account for the necessary repairs and maintenance to allow for proper upkeep of City facilities. In the Facilities Assessment, AVCON, Inc. developed a 20-year replacement, repair, and maintenance program. The priorities involved in the Assessment included the following:

- a. Public Safety Concerns
- b. Code Compliance

- c. Replacement Due to Exceeding Service Life
- d. General Maintenance of Systems

The immediate needs for City facilities were laid out and the FY 2019-20 proposed budget includes funding for the highest priority facility repairs to HVAC systems and controls, in the amount of \$121K.

In June 2015, City Council completed a master plan for City facilities. While the master plan focused on all City-owned and operated facilities, the priority for replacement was quickly determined to be the field office complex, which includes engineering, sanitation, utilities, fleet, and various field operations. In FY 2017-18, \$865K was utilized for the design of a new consolidated field office complex. The design was completed and the Guaranteed Maximum Price (GMP) for the Complex of \$12.5M was approved by City Council on June 27, 2018.

The Complex, which is currently under construction, is scheduled to open in October 2019. It includes the replacement and consolidation of eight (8) separate City facilities. Financing for the construction was approved in the form of a twenty year note with Sterling Bank. More information on this debt issuance can be found on page 26. Through the elimination of duplicative services, operating costs and capital outlay, the debt service payment fits within current revenue streams.

## **OTHER ASSUMPTIONS & CHANGES**

### **REVENUES (detailed discussion beginning on page 37)**

1. Revenues are estimated at conservative levels to guard against unanticipated economic shifts, legislative changes, or collection levels. General government revenues are largely budgeted based on historical collection and growth levels. Ad Valorem and State shared revenues are budgeted based on external estimates received from their respective authorities. Enterprise revenues are based on historical usage and/or number of customers.

A new five (5) year utility rate study, which includes water & sewer, sanitation and stormwater, is currently in process. The study determines the required rates to generate sufficient revenue to sustain renewal and replacement reserves and account for debt service requirements and will be updated on an annual basis to account for real-time revenues, expenses, and changes within the enterprise systems. FY 2019-20 will include the implementation of Year 1 of the new five (5) year rate study, which will likely be adopted in January 2020.

2. Use of reserves – Appropriations from fund balance (governmental funds) or net assets (enterprise funds) are budgeted as follows:
  - a. General Fund - \$1,118,639 from Restricted Fund Balance, accumulated through the ½ cent local sales tax that was approved by Okaloosa County voters in August 2018.
  - b. Law Enforcement Trust Fund - \$5,000 from fund balance for forfeiture related expenses.

### **EXPENSES (detailed discussion beginning on page 40)**

1. Wages have been adjusted as previously discussed.
2. Benefits have been adjusted as follows:



- a. Medical insurance – health insurance premiums, including medical, dental, vision, and life, increased by 4.7% based on actual rate changes and 8.61% based on enhanced coverage for employees.
  - b. Employee defined benefit pension – as previously discussed, for a total impact of \$3.9M.
3. Computer replacements are budgeted at a total cost of \$78K; the FY 2019-20 IT replacement schedule, which details each replacement, can be found beginning on page 161.
4. The following vehicle and equipment replacements and building improvements are budgeted at a total cost of \$2.7M. The FY 2019-20 vehicle replacement schedule can be found beginning on page 166.
  - a. General Fund – 6 police patrol cars; 5 trucks/SUVs; 1 playground unit (recreation); 2 trailers (parks); library books; 1 fire engine, cardiac monitors, 1 ATV for transport, 36 ballistic vests, 1 hose testing machine, various fitness equipment (fire); 1 message board with speed trailer, license plate readers, 1 shooting simulator, 1 drone, 2 light towers, 5 rapid ID kits (police); 1 asphalt truck, 1 curb roller (streets)
  - b. Building Code Fund – 1 iPlan Table
  - c. Community Redevelopment Agency Fund – Landing playground equipment
  - d. Utilities Fund – 1 generator table, 3 trucks, 1 pump station control set and 1 generator fuel pump
  - e. Sanitation Fund – 2 sideloaders
  - f. Stormwater Fund – 1 dumptruck, 1 plate compactor, 1 brush mower, 1 truck
5. The following capital improvement projects (CIPs) are budgeted at a total cost of \$545K. More detailed information for CIPs is available beginning on page 169.
  - a. General Fund – street resurfacing, pedestrian and intersection improvements
  - b. Community Redevelopment Agency Fund – district branding
  - c. Utilities Fund – sewer line grouting
6. Certain capital improvement projects, grants, and/or purchases that were authorized, budgeted, and appropriated by City Council in a prior fiscal year but are incomplete as of September 30<sup>th</sup> are carried forward into the new fiscal year. These special projects and purchase order encumbrances are identified in the budget resolution at the end of the document.

### **ACKNOWLEDGEMENTS**

Preparation of this budget would not have been possible without the efficient and dedicated services of Finance Director, Brandy Ferris and Carol Godwin, Budget & Grants Analyst. I would like to express my appreciation to all Department Directors and staff who assisted and contributed to the preparation of this budget.

I would also like to thank the Mayor and City Council for their commitment to conducting the financial operations of the City of Fort Walton Beach in a responsible and progressive manner.

Sincerely,   
Michael D. Beedie, City Manager



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
Award*

PRESENTED TO

**City of Fort Walton Beach  
Florida**

For the Fiscal Year Beginning

**October 1, 2018**

*Christopher P. Morill*

Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to the City of Fort Walton Beach, Florida for its annual budget for the fiscal year beginning October 1, 2017. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a communication device.

This award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.

# Budget Overview

The fundamental purpose of the City’s budget is to link what City Council wants to accomplish for the community with the resources necessary to do so. As such, the budget offers more than just financial elements – it presents an overview of the City's overall operations. This document is intended to provide City Council and our citizens with a plan addressing financial, operational, and policy issues. The budget serves as a:

Policy Document – The budget presents financial policies, addresses Strategic Plan goals, and identifies the short and long-term impact programs, services, and capital improvements will have on the City’s operations and finances.

Financial Plan – The budget outlines the financial structure and operational changes required for financial stability, including the capital improvements program and debt management information.

Operations Guide – The budget provides direction to departments by identifying the relationships between organizational units and programs, identifying the workforce and historical data on operations, identifying the impact of capital spending, and establishing measurable performance goals and objectives for managers to evaluate the effectiveness of their organization.

Communication Device – The budget is presented in a format that is easily understood through the use of charts and graphs, icons, statistical information, and narrative descriptions.

The budget is a financial operational plan estimating expenditures for a given period and the proposed means to finance those objectives. The State of Florida requires municipalities to prepare a balanced budget, whereby sufficient resources must be identified to fund programs and services.

M  
the City of Fort Walton Beach’s money coming from the State of Florida.

## The City’s Business is *SERVICE*

**We are committed to providing quality service to our community in ways that are responsive and caring by working together to serve our residents.**

We believe that the success of our organization depends upon the teamwork, mutual trust, and honesty achieved through our commitment to the following **Core Values**:

- **Integrity:** we will conduct ourselves in an honest, trustworthy, and ethical manner.
- **Accountability:** we will take full responsibility for our actions, resources, and attitudes.
- **Teamwork:** we will work together to provide quality services.
- **Customer Service:** we will be professional, use all available resources, and strive to meet the needs of our customers.
- **Continual Improvement:** we will promote a culture that seeks to better our organization.

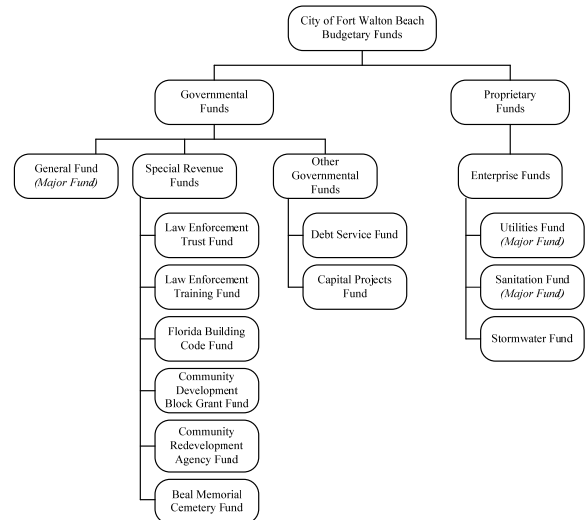
## FUND STRUCTURE

An important concept in governmental accounting is the use of categories called funds. Funds are separate fiscal accounts for revenues and expenditures in this manner is called fund accounting. A government to budget and account for revenues and expenditures. Governments may use any number of individual funds, but they generally accepted accounting principles (GAAP) are aggregated into specified fund types. Any fund that is a major part of the budget is considered a “major” fund.



There are basically three groups of funds in governmental accounting:

- **Governmental Funds** – account for activities supported by taxes, grants, and similar resources and include most governmental functions; fund types include general, special revenue, capital projects, debt service, and permanent.
- **Proprietary Funds** – account for activities similar to those often found in the private sector; fund types include enterprise and internal service funds.
- **Fiduciary Funds** – account for assets not available to support the government’s programs that are held in a trustee or agent capacity; fund types include private-purpose trust, pension and other employee benefit trust, investment trust, and agency funds.



**General Fund** – Accounts for all financial resources not accounted for in other funds (e.g. human resources, finance, police, fire, recreation, code enforcement, streets).

**Special Revenue Funds** – Accounts for the proceeds of specific revenue sources that are legally restricted to expenditures for specific purposes.

- Law Enforcement Trust Fund – grants, forfeitures
- Law Enforcement Training Fund – traffic fines
- Florida Building Code Fund – building permit & inspection fees
- Community Development Block Grant – entitlement grant
- Community Redevelopment Agency – tax increment financing (i.e. ad valorem taxes)
- Beal Memorial Cemetery Perpetual Fund – lot, crypt, and niche sales

**Debt Service Fund** – Accounts for the accumulation of resources for, and the payment of, general long-term debt principal and interest.

**Capital Projects Fund** – Accounts for financial resources to be used for the acquisition or construction of major capital facilities, thereby more accurately accounting for a variety of one-time facility improvements and construction projects.

**Enterprise Funds** – Account for operations that are financed and operated in a manner similar to a private business – where the intent of the governing body is that the cost (expenses, including depreciation) of providing the services to the public on a continuing basis be financed and recovered primarily through user charges. Related capital projects are accounted for in the individual enterprise funds.

- Utilities Fund – water, sewer
- Sanitation Fund – garbage, recycling, yard waste
- Stormwater – stormwater

A department may have multiple divisions or be financed by multiple funds. The chart below illustrates the relationship between the City’s fund financial structure (e.g. accounting) and the City’s departments (e.g. operations).

		Accounting									
		Department/ Division	General	Law Enf. Trust	Law Enf. Train	FBC	CDBG	CRA	Utilities	Sanitation	Stormwater
Operations	General Gov't \$3.3M	City Council	√								
		City Manager	√								
		Information Tech	√								
		Human Resources	√								
		Risk Management	√								
		City Clerk	√								
		Finance	√								
		Purchasing	√								
		Fleet	√								
		Facilities	√								
	Public Safety \$12.1M	Police	√	√	√			√			
		Fire	√								
	Recreation Services \$6.4M	Recreation	√								
		Parks/ROW	√								
		Golf Club	√								
		Library	√								
		Museum	√								
	Growth Management \$895K	Cemetery	√								
		Engineering	√								
		Planning/Zoning	√								
		Bldg Insp/Permits				√					
	Public Works & Utility Services \$19.0M	Code Enforcement	√								
		Fleet	√								
		Facilities	√								
		Streets	√								
		Customer Services							√		
		Utility Services							√		
		Water Operations							√		
		Water Distribution							√		
		Sewer Operations							√		
		Sewer Collection							√		
		Sanitation								√	
		Stormwater									√

### DEPARTMENT & DIVISION INFORMATION

A Department is a major administrative segment of the City that indicates overall management responsibility for an operation or a group of related operations within a functional area (e.g. Police Department, Recreation & Cultural Services Department). The smallest organizational unit budgeted is a Division. Each division indicates responsibility for one functional area (e.g. Library Division within Recreation & Cultural Services Department). When divisions are combined, a department is formed.

In order to provide City Council and citizens with a well-rounded presentation of each department, the following elements are presented in the annual budget: organizational chart, revenues & expenditures, mission, description, goals & objectives, and accomplishments. The performance metrics reflect an operational plan and demonstrate how dollars and cents are translated into tangible returns for the citizens.

### BUDGET BASIS

Annual appropriated budgets are adopted by resolution for all governmental and proprietary funds. The City is not legally required to budget for proprietary or fiduciary funds and those budgets are not included in the City's audited financial statements. The basis of accounting used for purposes

of financial reporting in accordance with generally accepted accounting principles (GAAP) is not the same basis used in preparing the budget document. All funds are budgeted on a cash basis. In GAAP financial statements, however, governmental funds use the modified accrual basis of accounting and proprietary funds use the accrual basis of accounting. During the year, the City's accounting system is maintained on the same basis as the adopted budget, which enables department budgets to be easily monitored through the accounting system. The major difference between the budget and GAAP for governmental funds is that certain expenditures (e.g. compensated absences and depreciation) are not recognized for budgetary purposes, but are recorded in the accounting system at year-end. For enterprise funds, the difference between this budget and GAAP is that debt principal payments and capital outlay (i.e. fixed assets) are budgeted as expenditures for budgetary purposes, but depreciation and compensated absences are shown on the financial statements. Staff believes this provides a better day-to-day financial plan. However, all activity is recorded in the accounting system at year-end in accordance with GAAP.

### **BUDGET PROCESS**

This budget continues the City's commitment of using planning processes and citizen input as blueprints for providing services and programs for the betterment of the community.

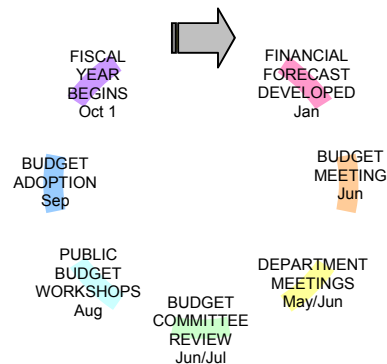
#### **Planning Processes**

	Frequency	Description	Budget Impact
Comprehensive Plan	Long Range Plan - developed in 1990, updated in 2000 & 2011.	Provides direction to guide and control development and redevelopment, as required per Florida Statute Chapter 163.	Budget expenditures (e.g. Capital Improvements Plan) must be concurrent with the Comprehensive Plan.
Vision Plan	Long Range Plan - developed in 1994, updated in 2004 & 2011.	Defines the broad, idealistic values that citizens cherish and desire for their community and creates shared commitments among citizens, City Council, and staff.	Outlines the general allocation of resources to achieve the desired service levels and quality of life.
Strategic Plan	Mid-to-Short Range Plan – first held in 2004 and updated annually.	Translates the Vision Plan into current and future priorities based on importance to City Council and funding availability.	Allows for the reallocation of resources due to changing priorities or economic conditions.
Budget Policy Workshop	Short Range Plan - held annually.	Defines changes to service levels or program objectives based on City Council goals and available fiscal resources.	Provides the framework for developing the current budget.
Capital Improvement Plan	Short-to-Mid Range Plan - updated annually.	Provides estimated dates and costs for the acquisition, construction, replacement, or renovation of facilities and infrastructure.	Provides anticipated 5-year funding level for facilities and infrastructure.

## Roles & Responsibilities

The budget process begins in January with the Finance Director and Budget & Grants Analyst developing five-year financial forecasts for the General and Enterprise Funds, including best, likely, and worst-case scenarios. Revenue assumptions are developed using financial forecasting software to analyze historical trends and account for any anticipated major economic or legislative changes. Revenue projections are continually updated until the budget is adopted to ensure the amounts are based on the most current information available. Expenditure assumptions are similarly developed in the forecast model considering relevant benchmark indices such as the municipal cost index, consumer price index, and producer price index. New programs and projects are also included to determine the future impact of current financial decisions.

In March, the City Council, acting as the Legislative Body of the City, holds a Strategic Planning Session. The goals set during this meeting, are used by staff to formulate the budget policy items that are presented to City Council in June and then utilized to prepare the Budget. A summary of this Plan can be found on Page 57 of this document. In addition, the icons used to illustrate the strategic goals are seen throughout the budget to notate when a strategic objective is being met. A Budget Meeting is held with City Council in June to determine Council's priorities and position issues specific to development of the operational and capital budgets for the upcoming fiscal year. City Council's decisions provide the framework under which the budget is prepared to meet City Council's programmatic objectives within available fiscal resources projected in the five-year forecasts. The meeting is open to the public and the public is encouraged to attend and participate.



Department Directors are responsible for identifying their staffing needs, operational funding needs within budget development parameters, five (5) year capital requests, as well as corresponding revenue sources to fund their needs. In addition, they must conduct a comprehensive review of departmental goals, objectives, and metrics.

The City Charter charges the City Manager with the duty of presenting a balanced budget to City Council. The budget is considered balanced if the total of all available financial resources (either on hand at the beginning of the year or generated during the year) equals or exceeds the total of all financial requirements. In order to accomplish this goal, a Budget Committee is formed comprised of the City Manager, Finance Director, and Budget & Grants Analyst. The Committee conducts comprehensive meetings with Department Directors to review their budget requests and a collaborative effort is undertaken to achieve City Council and department goals within fiscal constraints. The Budget Committee enlists assistance for areas of specialized interests, such as the Information Technology Manager for computer issues and the Human Resources Director for personnel and risk management issues. Department goals, objectives, and metrics are also evaluated during budget development to determine the effectiveness of program activities and appropriate funding levels.

After the departmental meetings, the Budget Committee finalizes the proposed budget given revenue projections, economic conditions, funding requirements, and City Council program priorities and issues previously identified in the budget process. Once a balanced budget is achieved, it is presented to City Council for consideration.



## Community Participation

In prior years, the City solicited input annually from its residents and businesses to gauge citizen satisfaction and progress toward improving services. Due to the low response rate, the Public Information Manager is currently working on a citizen survey, which is being sent out and collected via mail. Responses will be presented to City Council and used to ensure resources are allocated to the most highly valued programs and activities. The City's website and utility bills contain notices regarding the budget process and City Council's budget meetings.

## City Council Budget Review

The Mayor and City Council are responsible for reviewing the proposed budget to ensure it meets the goals and objectives of the City, conducting meetings on the budget to enlist public comment, and conducting public hearings prior to the final adoption of the budget.

In July, a budget meeting is held with the City Council to review and discuss the proposed budget. The City Manager reviews major issues and Department Directors are present for the discussions and study of the proposed budget. The meeting is open to the public and the public is encouraged to attend and participate.

During September, two public hearings on the millage (i.e. property tax) rate and budget are held per State Statute before final budget consideration. These meetings are advertised as part of the agenda and Florida Law requires certain newspaper advertisements prior to the second and final budget hearing. At the public hearings, the public may make formal comment either for or against the proposed budget and ask questions of City Council about the budget.

Budget adoption occurs in September after City Council deliberations and two public hearings. City Council may take action to modify the proposed budget at its discretion. Prior to budget adoption, City Council must adopt a millage rate to support budgeted funding levels. An adopted budget is published no later than October 1<sup>st</sup>.

## Budget Maintenance

Budget maintenance is a year-round activity of the Department Directors, Finance Director, and Budget & Grants Analyst. Spending control mechanisms include Finance Department review of purchase requisitions and departmental review of reports presenting budget versus actual revenues and expenditures. These financial reports are prepared and reviewed by staff monthly and provided to City Council quarterly to identify and communicate any spending variances. Performance measures are prepared and reported to Council quarterly to monitor progress against goals and objectives, citizen satisfaction, and benchmarks.

<b>BUDGET SCHEDULE</b>	
January 2019	Five-Year Financial Forecasts Developed
March 2019	Strategic Planning Session with City Council
May 2019	Department Budget Submissions <ul style="list-style-type: none"><li>● Revenues</li><li>● Personnel</li><li>● Computers</li><li>● Fee Schedule</li><li>● Operating Expenses</li><li>● Equipment/Vehicles</li><li>● Capital Improvement Projects</li><li>● Current Year Accomplishments</li><li>● Budget Year Goals &amp; Objectives</li><li>● Performance Measures</li></ul>
June 2019	Departmental Budget Reviews
July 2019	Capital/CIP Ranking Meeting
July 16, 2019	City Council Budget Policy Meeting <ul style="list-style-type: none"><li>● Discussion Budget Issues</li><li>● Set Proposed Millage Rate for TRIM Notice</li></ul>
September 4, 2019	City Council Meeting – Adopt Tentative Millage Rate and Budget by Resolution
September 18, 2019	City Council Meeting – Adopt Final Millage Rate and Budget by Resolution

Annual appropriations lapse at fiscal year-end with the exception of encumbrances and appropriations related to multi-year projects and other items identified by City Council to be carried over to the next fiscal year. These carry-overs are included in the ensuing year's adopted budget resolution.

### **Budget Transfers**

Operationally, the City functions at a fund level basis allowing budget transfers within funds for individual line items that exceed the budgeted amount without a formal budget amendment. Budget transfers are used only to transfer appropriations between line items within a fund, not to increase the total budget or to transfer resources between funds. Budget transfers are permitted in accordance with Administrative Policy FIN-13. All budget transfers are performed in the City's accounting system by the Finance Department.

### **Budget Amendment**

Per Florida Statute 166.241, the adopted budget may be revised with a budget amendment approved by City Council in the same manner in which the budget was adopted. The resolution adopting the annual budget allows the budget to be amended by resolution provided that a corresponding funding source supports any additional expense. Transfers between funds and increases to a fund's total budget are permitted by resolution adopted by City Council. Frequently, the budget is amended to record grants awarded to the City or other mid-year activities approved by City Council. The budget amendment increases or decreases the total amount of the adopted budget of each fund.

## **FINANCIAL POLICIES**

The financial policies presented below set forth the basic framework for the overall financial management of the City, as well as provide guidelines for evaluating current activities and proposals for future programs.

### **Financial Planning**

Long-Range Planning – Update the Vision Plan every ten years and hold a Budget Policy Meeting annually to ensure current and proposed programs and services reflect the values shared by citizens, City Council, and staff and to evaluate the impact on revenues and/or reserves. Prepare five-year General Fund revenue & expenditure projections and five-year Enterprise Fund proformas in conjunction with current year budget development to highlight the long-term impact of current decisions. These forecasts include the following assumptions, based on current trends and a Strategic Plan that focuses on economic stability:

- Rates for the Water & Wastewater, Sanitation and Stormwater Funds are adjusted annually in accordance with the most recent five-year rate study. The FY 2019-20 rate study will be presented to City Council for approval in January 2020.
- All other rates are adjusted by 1% - 3% based on historical patterns.
- Personal Services in all funds have been adjusted by 2.0%, for cost of living and will further be adjusted when the Pay & Classification Study that is in process is completed and approved by City Council, likely in January 2020, except for the Collective Bargaining Employees, whose wages will be adjusted in accordance with their Contract.
- Operating Expenses are adjusted by 2% - 3% based on historical patterns.

In each pro forma, if needed, action has been taken through the use of excess reserves to ensure that there is no deficiency in any Fund. These forecasts are provided in graphical format on page 195.

Asset & Infrastructure Inventory – Evaluate (and reprioritize as necessary) the five-year capital needs of the City annually as part of the budget process. Assets, as defined for purposes of this review, include computers, vehicles, and motorized equipment. Infrastructure improvements (e.g. street resurfacing, water/sewer lines, parks) are evaluated during development of the five (5) year capital improvements program.

Balanced Budget – Prepare a balanced budget each fiscal year in accordance with Florida statutory requirements for municipalities. The budget is considered balanced if the total of all available financial resources (either on hand at the beginning of the fiscal year or generated during the fiscal year) equals or exceeds the total of all financial requirements (either planned spending during the year or funds required to be on hand at the end of the fiscal year). The requirement for a balanced budget is established at the fund level and must be met for each individual fund budgeted. When anticipated revenues exceed budgeted expenses, a non-operating governmental expenditure line “Fund Balance – Reserved for Future Appropriation” or enterprise expense line “Reserved-Undesignated Net Assets” accounts for the excess. In reverse, when budgeted expenses exceed anticipated revenues, a non-operating governmental revenue line “Appropriation from Unassigned Fund Balance” or enterprise revenue line “Appropriation from Net Assets” funds the overage.

Although the budget adopted by City Council is balanced, the budget may become unbalanced during the year due to a natural disaster, civic emergency, grant award, or other City Council action. When these changes occur, a budget amendment must be adopted by resolution of City Council.

Financial Monitoring – Prepare monthly financial reports for the City Manager and Finance Director detailing revenues and expenditures by fund, department, and division. Identify and explain any significant variances between budget and actual. Report financial information to City Council on a quarterly basis.

## **Revenues**

Taxes – Maintain the millage and other tax rates at levels commensurate with the service levels being provided. Services which have a citywide benefit shall be financed with revenues generated from a broad base, such as property and other taxes. Evaluate annually as part of the budget process.

User Fees – Maintain fees and rates at appropriate levels to fund their corresponding purpose, especially in the Enterprise funds. Services where the customer determines the use shall be financed with user fees, charges, and assessments related to the level of service provided. User fees shall be maximized in lieu of general revenue sources for services that can be individually identified and where costs are directly related to the level of service. The extent to which the total cost of providing the service is recovered depends on the nature of the service. For governmental services provided for the public good (e.g. police and fire protection, street maintenance, and land use regulation), it may be appropriate for a substantial portion of the cost to be borne by the taxpayers. For proprietary services provided for the enjoyment of specific residents (e.g. recreation programs, cemetery operations), total cost recovery may be warranted. Evaluate annually as part of the budget process.

Non-Recurring Revenues – Fund recurring expenditures with recurring revenues. One-time revenues will be reserved for future emergencies or projects identified by City Council to the greatest extent possible.

Unpredictable Revenues – Budget unpredictable revenues at conservative levels (e.g. building permits) to safeguard against a shortfall.

## **Expenditures**

Operating Expenses – Pay all current year operating expenses with current year revenues and/or available fund balance.

Contingencies – Appropriate contingency funds in the General Fund and Enterprise Funds to guard against unanticipated price increases (e.g. fuel, utilities), emergency repairs, or revenue shortfalls. The State of Florida allows up to a maximum of 10% of anticipated revenues to be allocated toward contingencies. City practice is to budget 1% of personnel and operating expenses as contingency funds to be used as a last resort. Budget residuals (excess budget funds transferred out of an account by the Finance Department once the budgeted expense has been incurred) will be exhausted before contingency funds are used. The City currently meets this policy for the applicable funds.

Special Project Carryovers – Carry forward into the new year through the budget resolution with the corresponding revenue source of the prior year. These are projects and/or purchases that are incomplete as of September 30<sup>th</sup> of any fiscal year that will be continued and made part of the appropriations for the ensuing year. These are budget funds for large items (usually capital purchases, projects, or studies) that were authorized and appropriated by City Council in a prior fiscal year but were not spent due to time constraints.

Encumbrance Carryovers – Carry forward into the new year through the budget resolution with the corresponding revenue source of the prior year. In general, purchase orders close out at the end of the fiscal year unless they are identified for carryover as part of the budget process of the ensuing year. These encumbrances were authorized, budgeted, and appropriated by City Council in a prior fiscal year but were not fully receipted in due to the ongoing nature of the expense.

## **Fund Balance (governmental funds)**

Fund balance refers to the difference between current financial assets and liabilities reported in a governmental fund. Since all related assets and liabilities are not reported for governmental funds, fund balance is considered more of a liquidity measure than a net worth measure. Credit rating agencies monitor fund balance levels and strongly consider unrestricted fund balance when determining a local government's creditworthiness. Fund balance is also important to guard against unanticipated events that would adversely affect the financial condition of the City and jeopardize the continuation of necessary public services. There are five types of fund balance:

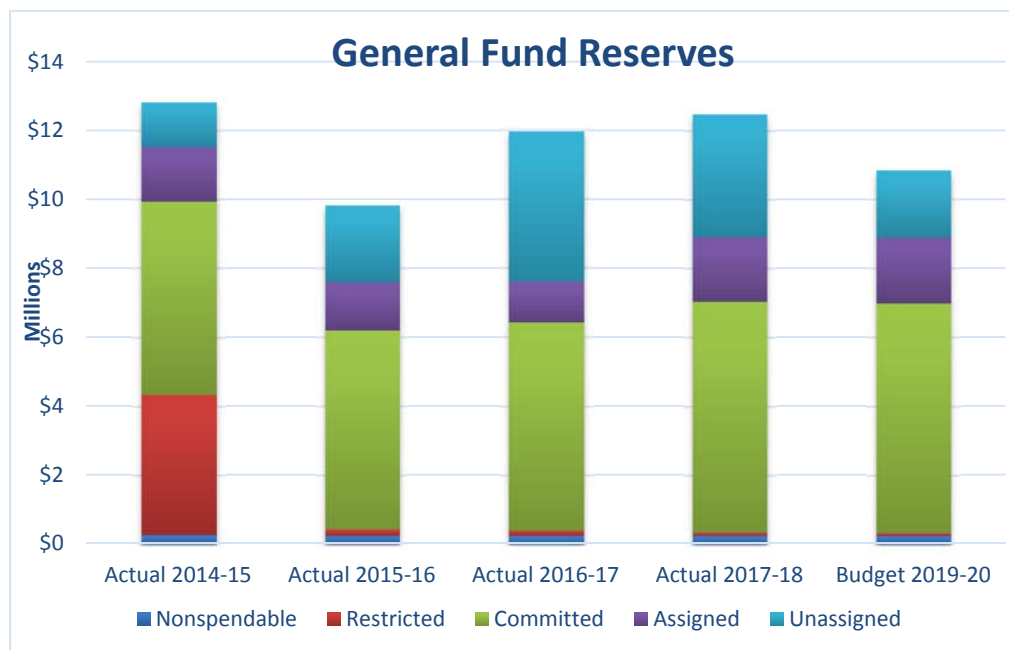
### Restricted

1. *Nonspendable (inherently nonspendable)* – resources that cannot be spent because of form (e.g. inventory, long-term loans receivable) or because they must be maintained intact (e.g. endowment principal).

2. *Restricted (externally enforceable limitations)* – resources with limitations imposed by creditors, grantors, laws, regulations, or enabling legislation.
  - ½ Cent Sales Tax – Okaloosa County voters imposed an additional ½ cent sales tax to be used for capital projects and non-recurring expenditures. This equates to approximately \$1.6M each year for ten (10) years.

#### Unrestricted

3. *Committed (self-imposed limitations)* – resources whose use is constrained by limitations that the governing body has imposed and remains binding until removed in the same manner as imposed.
  - Disaster/Emergency Reserve – City Council established a committed fund balance of 30% of annual budgeted expenditures per Resolution 2011-13 adopted August 16, 2011. This equates to \$6.7M in the current year budget.
4. *Assigned (limitation resulting from intended use)* – resources whose use is constrained by a body or official designated by the governing body.
  - Subsequent Year’s Budget – City Council authorizes City management to set forth in the annual budget (and any amendments thereto) fund balance for specific purposes per Resolution 2011-13 adopted August 16, 2011.
5. *Unassigned (residual net assets not otherwise classified)* – total fund balance in excess of the nonspendable, restricted, committed, and assigned fund balances (e.g. surplus). There is currently \$2.3M.



#### Changes in Fund Balance

Changes in reserves are anticipated, as displayed below, primarily due to the use of previously appropriated reserves specific to facility and vehicle repairs and replacements, as well as the use of designated Florida Building Code fund reserves, budgeted to assist with the purchase of



a new vehicle. In addition, ½ cent sales tax proceeds that began coming in during the later half of FY18 were identified in fund balance as of 09/30/19. Use of these is restricted by voters and a total of \$1.1 million is allocated from fund balance for FY2019-20. This representation of fund balance includes total fund balance.

Changes in Fund Balance - Governmental Funds					
	Actual	Budget		Variance FY19 to FY20	
	FY 2018	FY 2019	FY 2020	\$	%
General Fund	\$11,176,488	\$12,044,324	\$10,925,955	-\$1,118,369	-9.3%
Law Enf. Trust Fund	\$144,524	\$144,524	\$139,524	-\$5,000	-3.5%
Law Enf. Training Fund	\$4,031	\$4,031	\$4,031	\$0	0.0%
FBC Fund	\$360,472	\$352,218	\$352,218	\$0	0.0%
CDBG Fund	\$7,023	\$0	\$0	\$0	0.0%
CRA Fund	\$2,976,507	\$4,001,388	\$4,961,786	\$960,398	24.0%
Debt Service Fund	\$26	\$26	\$0	-\$26	100.0%
Beal Memorial Fund	\$3,513,713	\$3,566,935	\$3,586,157	\$19,222	0.5%

\* Amounts depicted in chart include total fund balance

### Working Capital (proprietary funds)

Working capital refers to the difference between current assets and current liabilities reported in a proprietary fund. This measure indicates relative liquidity. Credit rating agencies consider the availability of working capital in their evaluations of a local government's creditworthiness. Working capital is also important in mitigating unanticipated events and ensuring stable services and fees.

The City's target level of working capital is 90 days of annual operating expenses, and currently exceeds this level for all funds. It is not feasible to project this measure into the future.

### Working Capital Analysis - in Days

	Actual		
	FY 2016	FY 2017	FY 2018
Utilities Fund	364	422	395
Sanitation Fund	441	246	232
Stormwater Fund	1823	643	671

### Net Assets (proprietary funds)

Net assets refers to the difference between assets and liabilities reported in a proprietary fund, and may be considered a measure of net worth. There are two types of net assets:

1. *Restricted* – funds committed for identified purposes or legally required to be segregated; not available to liquidate liabilities of the current period (e.g. debt service, impact fees).

2. *Unrestricted* – funds not required to be on hand and that have not been identified for a particular purpose; available for capital projects or to balance the budget; the measure of financial health for an enterprise fund.
  - City Council established that unrestricted net assets will be maintained at 33% of operating, debt service, and transfers out per Resolution 2011-13 adopted August 16, 2011. The City currently meets this policy for all funds.

#### Net Assets Analysis

	Actual			Estimate	
	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020
Utilities Fund	68.7%	89.0%	88.3%	81.8%	90.6%
Sanitation Fund	65.8%	56.0%	54.6%	51.8%	49.5%
Stormwater Fund	143.6%	141.5%	140.4%	143.5%	138.2%

## Investments

Investment Philosophy – Funds shall be invested in a manner that will ensure the safety of principal while meeting daily cash flow needs. Optimization of investment income shall be secondary to the requirements of safety and liquidity.

Investment Policy – Ordinance 1921, adopted by City Council in June 2015, governs the investment of funds in excess of those required to meet current expenses, with the exception of pension funds, funds related to the issuance of debt where there are other existing policies or indentures in effect for such funds, and Beal Memorial Cemetery Perpetual Care funds. In a nutshell:

- The primary investment objectives, in order of importance, are: safety of principal, liquidity, and investment income.
- Cash balances from all funds are consolidated to maximize investment earnings. Investment income is allocated to each fund based on the fund's respective participation and in accordance with generally accepted accounting principles.
- The investment portfolio shall be structured, to the extent possible, to match investment maturities with known cash needs and anticipated cash flow requirements.
- Investments will be diversified, to the extent practicable, to control the risk of loss resulting from over-concentration of assets in a specific maturity, issuer, instrument, dealer, or institution.
- Each portfolio's performance will be reviewed on a quarterly basis, with emphasis placed on results achieved over a rolling time period of three to five years for long-term portfolios. Objectives will be reviewed annually and adjusted as necessary after consultation with the Finance Director, Investment Advisor(s), and Portfolio Manager(s).

The City currently maintains two short-to-medium term portfolios, one long term portfolio, and one short term portfolio externally-managed through our Investment Manager (PFM Asset Management). Since the City has transitioned from internally managed portfolios, benefits of the enhanced diversification and third-party management have been realized, including increased cash

flow and interest earnings.

## **Debt Issuance**

Debt Limit – The State of Florida does not place a legal limit of debt on municipalities. However, general obligation debts greater than one year require voter referendum approval. Special revenue debt is pledged by a specific revenue source and limited by available revenue; therefore, it is not subject to voter referendum. Any new debt will be carefully evaluated as to its impact on operations.

Debt Philosophy – The use of debt financing for long-term capital improvement programs is based upon two types of debt financing: 1) “pay-as-you-go” and 2) “pay-as-you-use”. In practice, the City uses a mix of these two basic methods to finance its Capital Improvements Program, with pay-as-you-go financing used for recurrent capital expenditures and pay-as-you-use financing used for long-term, non-recurrent capital expenditures.

- Pay-As-You-Go – A type of financing whereby current revenues, taxes, and/or grants rather than long term debt are used to pay for capital improvements. Example: annual street paving.
- Pay-As-You-Use – A type of financing whereby long term debt is used to pay for capital improvements. Example: debt financing for a new municipal facility.

Debt Policy Statement – The following policy statements govern the City’s use of debt to finance long-term, non-recurring capital improvements:

- Recurrent capital expenditures for replacement, expansion and/or acquisition of plant, equipment, and/or motor vehicles will be financed on a pay-as-you-go basis from funds available and appropriated in the City’s annual operating budget.
- Only long-term, non-recurrent capital expenditures for public improvements having a relatively greater cost and longer useful life, and which require additional funding over and beyond the fiscal capacity of the City’s annual operating budget, will be financed through the issuance or creation of long-term debt. These expenditures will not be debt-financed for periods exceeding the projected useful life of the improvement.
- All capital improvements financed through the use of long-term debt will be consistent with the adopted Capital Improvements Program and the current fiscal year’s adopted Budget.
- Revenue sources that will be used to pay long-term debt will be conservatively projected to ensure that such debt is adequately and soundly financed.
- The City’s total general obligation debt will not exceed 10% of its assessed valuation. The City does not currently have any general obligation debt.
- The City will use special assessment revenue bonds or other self-supporting bonds where possible and appropriate to finance long-term, non-recurrent capital improvements, rather than general obligation bonds.
- The City will establish and maintain effective communications with bond rating agencies to keep them informed of its financial condition.

Debt Capacity – The debt capacity of both the General Fund and Utilities Fund is contingent upon available resources and existing debt. The current outstanding debt requires a coverage ratio of

	Principal	Interest	Total
Existing Debt	2,388,051	1,080,453	3,468,504
New Debt anticipated in FY 2019-20	-	-	-
<b>FY 2018-19 Budget Debt Impact</b>	<b>2,388,051</b>	<b>1,080,453</b>	<b>3,468,504</b>

1.15 time earnings. The General Fund is at 12.90 and the Utilities Fund is at 2.06. The Sanitation and Stormwater funds are participating in the facilities consolidation. Their coverage ratio is currently undeterminable, as they are both participants in a first year rate study.

Debt Ratio – Indicates the percentage of assets financed via debt, and therefore the financial flexibility of the fund.

	Debt Ratio Analysis				
	Actual			Budget	
	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020
General Fund	46.2%	39.8%	82.7%	86.8%	83.1%
Utilities Fund	41.4%	51.8%	50.1%	67.8%	65.2%
Sanitation Fund	0.0%	0.0%	0.0%	30.7%	30.7%
Stormwater Fund	0.0%	0.0%	0.0%	42.6%	42.6%

Debt Rating – The City maintains an AA rating with both Standard and Poor’s and Fitch.

	Principal	Interest	Total
Existing Debt	2,388,051	1,080,453	3,468,504
New Debt anticipated in FY 2019-20	-	-	-
<b>FY 2019-20 Budget Debt Impact</b>	<b>2,388,051</b>	<b>1,080,453</b>	<b>3,468,504</b>

## Debt Principal and Interest Payments by Fund

Fiscal Yr	General Fund		Enterprise Funds		Total	
	Principal	Interest	Principal	Interest	Principal	Interest
2019-20	810,244.16	294,312.95	1,577,806.92	786,140.24	2,388,051.08	1,080,453.19
2020-21	799,647.01	276,932.35	1,590,675.75	772,306.60	2,390,322.76	1,049,238.95
2021-22	751,985.71	260,589.01	1,605,318.58	758,348.57	2,357,304.29	1,018,937.58
2022-23	771,637.06	244,687.56	1,619,721.80	744,221.36	2,391,358.86	988,908.92
2023-24	786,007.84	228,320.40	1,633,871.21	729,939.15	2,419,879.05	958,259.55
2024-25	744,553.37	222,608.83	1,647,751.89	804,516.87	2,392,305.26	1,027,125.70
2025-26	762,070.53	207,091.05	1,658,939.65	793,378.71	2,421,010.18	1,000,469.76
2026-27	779,252.41	191,159.45	1,669,696.39	782,233.56	2,448,948.80	973,393.01
2027-28	3,319,265.64	174,821.86	1,681,000.20	771,103.36	5,000,265.84	945,925.22
2028-29	322,923.70	90,212.88	1,692,828.14	759,981.82	2,015,751.84	850,194.70
2029-30	325,877.95	97,259.23	1,703,156.37	837,863.60	2,029,034.32	935,122.83
2030-31	327,687.30	93,699.94	1,711,551.28	830,211.47	2,039,238.58	923,911.41
2031-32	25,351.99	90,148.01	1,718,265.07	822,714.88	1,743,617.06	912,862.89
2032-33	21,899.32	93,600.68	1,726,265.64	815,435.11	1,748,164.96	909,035.79
2033-34	18,314.42	97,185.58	1,069,519.62	808,347.15	1,087,834.04	905,532.73
2034-35	14,592.21	100,907.79	585,308.93	820,874.59	599,901.14	921,782.38
2035-36	10,727.44	104,772.56	86,794.74	847,705.26		
2036-37	6,714.65	108,785.35	54,327.63	880,172.37		
2037-38	2,548.17	66,531.90	20,617.03	538,303.58		
	10,601,300.89	3,043,627.37	25,053,416.83	14,903,798.26	35,472,988.06	15,401,154.61

## DEBT SCHEDULES

### Facility & Infrastructure Debt Service by Fiscal Year

Fiscal Yr	Fund 401	Fund 401	Fund 001, 401, 403 & 405	Fund 001	Fund 001	GRAND TOTAL
	SRF Loan	2015 Revenue Note	2013 Revenue Note	2013 Revenue Note	2013A Revenue Note	
	<i>Pump Station &amp; Force Main</i>	<i>Utility System Improvements</i>	<i>Municipal Facilities</i>	<i>Municipal Facilities</i>	<i>Recreation Complex &amp; Equipment</i>	
2019-20	943,366.76	664,080.40	850,000.00	306,467.10	557,524.86	3,321,439.12
2020-21	943,366.76	663,115.60	849,999.99	306,422.20	557,525.30	3,320,429.85
2021-22	943,366.76	663,800.40	849,999.99	305,887.02	557,524.70	3,320,578.87
2022-23	943,366.76	664,076.40	850,000.00	309,637.04	557,524.58	3,324,604.78
2023-24	943,366.76	663,943.60	850,000.00	307,637.08	557,525.26	3,322,472.70
2024-25	943,366.76	663,402.00	950,000.00	305,137.44	557,524.76	3,419,430.96
2025-26	943,366.76	663,451.60	950,000.00	307,136.60	557,524.98	3,421,479.94
2026-27	943,366.76	663,063.20	949,999.99	308,387.28	557,524.58	3,422,341.81
2027-28	943,366.76	663,236.80	950,000.00	308,887.50	3,080,700.00	5,946,191.06
2028-29	943,366.76	663,943.20	950,000.00	308,636.58		2,865,946.54
2029-30	943,366.76	663,153.20	1,050,000.01	307,637.18		2,964,157.15
2030-31	943,366.76	663,896.00	1,049,999.99	305,887.24		2,963,149.99
2031-32	943,366.76	663,113.20	1,049,999.99			2,656,479.95
2032-33	943,366.76	663,834.00	1,049,999.99			2,657,200.75
2033-34	943,366.76		1,050,000.01			1,993,366.77
2034-35	471,683.52		1,050,000.00			1,521,683.52
2035-36			1,050,000.00			1,050,000.00
2036-37			1,050,000.00			1,050,000.00
2037-38			628,000.68			628,000.68
Total	\$ 14,622,184.92	\$ 9,290,109.60	\$ 18,028,000.64	\$ 3,687,760.26	\$ 7,540,899.02	\$ 53,168,954.44



### Equipment Debt Service by Fiscal Year

Fiscal Year	Citywide	Fund 001	Fund 001	Fund 001	GRAND TOTAL
	2013	2014	2011A	2015	
	Capital Lease	Interfund Loan	Revenue Note	Capital Lease	
	<i>Phone System</i>	<i>Fire Pumper</i>	<i>Fire Ladder Truck</i>	<i>Fitness Equipment</i>	
2019-20	-	55,663.00	84,625.15	6,777.00	147,065.15
2020-21	-	55,663.00	63,468.86	-	119,131.86
2021-22	-	55,663.00	-	-	55,663.00
2022-23	-	55,663.00	-	-	55,663.00
2023-24	-	55,665.90	-	-	55,665.90
Total	\$ -	\$ 278,317.90	\$ 148,094.01	\$ 6,777.00	\$ 433,188.91

# CITY OF FORT WALTON BEACH, FL

## Summary of Estimated Financial Sources & Uses - All Funds

	<b>Major Funds <sup>1</sup></b>								
	<b>GENERAL FUND</b>			<b>UTILITIES FUND</b>			<b>SANITATION FUND</b>		
	<b>2017-18 Actual</b>	<b>2018-19 Budget</b>	<b>2019-20 Budget</b>	<b>2017-18 Actual</b>	<b>2018-19 Budget</b>	<b>2019-20 Budget</b>	<b>2017-18 Actual</b>	<b>2018-19 Budget</b>	<b>2019-20 Budget</b>
<b>Financial Sources</b>									
Ad Valorem Taxes	6,041,303	6,293,118	6,293,119	-	-	-	-	-	-
Other Taxes	5,610,125	5,867,428	6,885,912	-	-	-	-	-	-
Licenses and Permits	2,157,111	2,359,976	4,535,934	-	-	-	10,037	10,037	10,037
Intergovernmental Revenue	4,029,164	3,171,713	3,235,874	-	-	-	-	-	-
Charges for Services	2,739,021	2,629,674	2,701,972	10,718,495	10,973,508	11,176,267	3,774,519	3,751,967	4,288,858
Fines and Forfeitures	95,091	95,961	104,695	-	-	-	-	-	-
Interest & Other Revenues	577,609	613,360	855,737	174,290	147,491	88,551	46,354	31,645	17,277
Other Financing Sources	-	58,251	60,816	-	-	-	-	-	-
	<b>21,249,424</b>	<b>21,089,481</b>	<b>24,674,060</b>	<b>10,892,785</b>	<b>11,120,999</b>	<b>11,264,818</b>	<b>3,830,910</b>	<b>3,793,649</b>	<b>4,316,172</b>
Appropriation from Reserves	-	332,164	1,118,639	-	-	-	-	-	-
	<b>\$ 21,249,424</b>	<b>\$ 21,421,645</b>	<b>\$ 25,792,699</b>	<b>\$ 10,892,785</b>	<b>\$ 11,120,999</b>	<b>\$ 11,264,818</b>	<b>\$ 3,830,910</b>	<b>\$ 3,793,649</b>	<b>\$ 4,316,172</b>
Interfund Transfers In	847,373	789,122	937,509	-	-	-	-	-	-
<b>Total Financial Sources</b>	<b>\$ 22,096,795</b>	<b>\$ 22,210,768</b>	<b>\$ 26,730,208</b>	<b>\$ 10,892,785</b>	<b>\$ 11,120,999</b>	<b>\$ 11,264,818</b>	<b>\$ 3,830,910</b>	<b>\$ 3,793,649</b>	<b>\$ 4,316,172</b>
<b>Financial Uses</b>									
General Government	3,631,410	3,516,533	4,077,060	-	-	-	-	-	-
Public Safety	9,808,371	10,411,433	11,707,386	-	-	-	-	-	-
Physical Environment	412,095	384,118	420,846	9,301,033	7,602,782	7,811,998	3,774,624	3,404,756	3,704,807
Transportation	762,058	974,711	801,279	-	-	-	-	-	-
Economic Environment	-	-	-	-	-	-	-	-	-
Culture & Recreation	4,477,927	4,945,559	5,185,935	-	-	-	-	-	-
Capital Outlay/Improvements	3,279,317	668,945	3,094,649	740,184	640,092	521,329	220,748	130,000	260,000
Debt Service	7,205	1,042,586	1,104,546	502,795	1,607,267	2,142,954	-	-	85,001
Reclass of Capital for Depreciation	-	-	-	(740,184)	-	-	(220,748)	-	-
	<b>22,378,383</b>	<b>21,943,886</b>	<b>26,391,701</b>	<b>9,803,828</b>	<b>9,850,142</b>	<b>10,476,281</b>	<b>3,774,624</b>	<b>3,534,756</b>	<b>4,049,808</b>
Contingencies	-	227,962	297,524	-	111,210	112,648	-	37,936	38,745
Reserves	-	-	-	-	516,926	-	-	74,556	-
	<b>\$ 22,378,384</b>	<b>\$ 22,171,847</b>	<b>\$ 26,689,225</b>	<b>\$ 9,803,828</b>	<b>\$ 10,478,278</b>	<b>\$ 10,588,929</b>	<b>\$ 3,774,624</b>	<b>\$ 3,647,249</b>	<b>\$ 4,088,553</b>
Interfund Transfers Out	1,021,261	38,922	40,983	642,721	642,721	675,889	146,401	146,401	227,619
<b>Total Financial Uses</b>	<b>\$ 23,399,645</b>	<b>\$ 22,210,768</b>	<b>\$ 26,730,208</b>	<b>\$ 10,446,549</b>	<b>\$ 11,120,999</b>	<b>\$ 11,264,818</b>	<b>\$ 3,921,025</b>	<b>\$ 3,793,649</b>	<b>\$ 4,316,172</b>
Net Increase/(Decrease) in Fund Balance / Net Assets <sup>4</sup>	(1,302,847)	(332,164)	(1,118,639)	(1,477,850)	516,926	-	(205,829)	74,556	-
Fund Bal / Net Assets <sup>4</sup> - Oct 1	12,162,313	10,859,466	10,527,302	10,695,479	9,217,629	9,734,555	2,228,968	1,984,091	2,058,647
<b>Fund Bal / Net Assets<sup>4</sup> - Sep 30</b>	<b>\$ 10,859,466</b>	<b>\$ 10,527,302</b>	<b>\$ 9,408,663</b>	<b>\$ 9,217,629</b>	<b>\$ 9,734,555</b>	<b>\$ 9,734,555</b>	<b>\$ 1,935,093</b>	<b>\$ 2,058,647</b>	<b>\$ 2,058,647</b>

### Notes

<sup>1</sup> Major funds each comprise at least 10% of the total appropriated budget

<sup>2</sup> Other Governmental Funds - Law Enforcement Trust, Law Enforcement Training, Florida Building Code, CRA, CDBG, Debt Service, Beal Memorial

<sup>3</sup> Other Enterprise Funds - Stormwater

<sup>4</sup> Fund Balance / Net Assets amounts used are unrestricted, except CRA Fund which is committed to capital projects

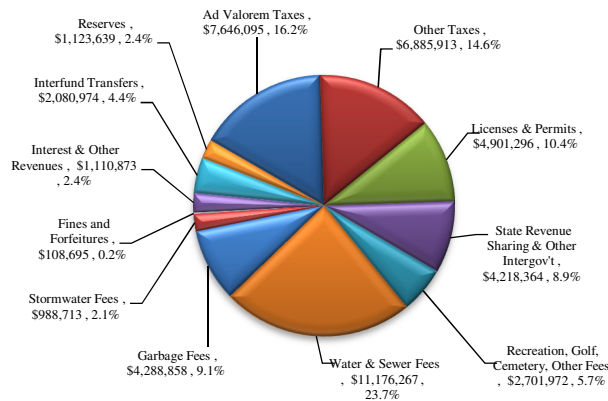
### Non-Major Funds

OTHER GOVERNMENTAL <sup>2</sup>			OTHER ENTERPRISE <sup>3</sup>			Total All Funds			% of Budget
2017-18 Actual	2018-19 Budget	2019-20 Budget	2017-18 Actual	2018-19 Budget	2019-20 Budget	2017-18 Actual	2018-19 Budget	2019-20 Budget	
1,090,214	1,139,801	1,352,976	-	-	-	7,131,517	7,432,919	7,646,095	16.2%
-	-	-	-	-	-	5,610,125	5,867,429	6,885,913	14.6%
428,924	387,249	355,325	-	-	-	2,596,072	2,757,262	4,901,296	10.4%
851,773	859,020	982,490	-	-	-	4,880,937	4,030,733	4,218,364	8.9%
-	-	-	975,805	1,030,654	988,713	18,207,840	18,385,803	19,155,810	40.6%
6,287	4,000	4,000	-	-	-	101,378	99,961	108,695	0.2%
241,655	65,463	63,598	12,108	8,625	24,894	1,052,016	866,584	1,050,057	2.2%
-	-	-	40,080	-	-	40,080	58,251	60,816	0.1%
2,618,853	2,455,533	2,758,389	1,027,993	1,039,279	1,013,608	39,619,966	39,498,942	44,027,047	
-	13,254	5,000	-	-	-	-	345,418	1,123,639	2.4%
<b>\$ 2,618,853</b>	<b>\$ 2,468,787</b>	<b>\$ 2,763,389</b>	<b>\$ 1,027,993</b>	<b>\$ 1,039,280</b>	<b>\$ 1,013,608</b>	<b>\$ 39,619,966</b>	<b>\$ 39,844,360</b>	<b>\$ 45,150,686</b>	
1,021,261	1,080,663	1,143,465	-	-	-	1,868,634	1,869,785	2,080,974	4.4%
<b>\$ 3,640,114</b>	<b>\$ 3,549,450</b>	<b>\$ 3,906,854</b>	<b>\$ 1,027,993</b>	<b>\$ 1,039,280</b>	<b>\$ 1,013,608</b>	<b>\$ 41,488,600</b>	<b>\$ 41,714,146</b>	<b>\$ 47,231,660</b>	
-	-	-	-	-	-	3,631,410	3,516,533	4,077,060	8.6%
776,059	384,396	361,966	-	-	-	10,584,430	10,795,829	12,069,353	25.6%
13,377	12,200	12,200	727,282	655,651	681,005	14,228,411	12,059,508	12,630,857	26.7%
-	-	-	-	-	-	762,058	974,711	801,279	1.7%
1,045,687	909,723	1,142,525	-	-	-	1,045,687	909,723	1,142,525	2.4%
-	-	-	-	-	-	4,477,927	4,945,559	5,185,935	11.0%
295,506	119,291	272,000	312,001	187,424	125,650	4,847,756	1,745,752	4,273,628	9.0%
1,008,360	1,041,741	1,104,543	-	-	136,001	1,518,360	3,691,594	4,573,046	9.7%
-	-	-	-	-	-	(960,932)	-	-	0.0%
3,138,989	2,467,351	2,893,235	1,039,283	843,075	942,656	40,135,107	38,639,209	44,753,681	
-	3,996	-	-	10,393	10,136	-	391,497	459,053	1.0%
-	1,078,103	1,013,620	-	127,562	-	-	1,797,147	1,013,620	2.1%
<b>\$ 3,138,989</b>	<b>\$ 3,549,450</b>	<b>\$ 3,906,855</b>	<b>\$ 1,039,283</b>	<b>\$ 981,031</b>	<b>\$ 952,793</b>	<b>\$ 40,135,107</b>	<b>\$ 40,827,853</b>	<b>\$ 46,226,354</b>	
-	-	-	-	58,251	60,816	1,810,383	886,296	1,005,309	2.1%
<b>\$ 3,138,989</b>	<b>\$ 3,549,450</b>	<b>\$ 3,906,854</b>	<b>\$ 1,039,283</b>	<b>\$ 1,039,280</b>	<b>\$ 1,013,608</b>	<b>\$ 41,945,490</b>	<b>\$ 41,714,146</b>	<b>\$ 47,231,660</b>	
501,125	1,064,849	1,008,620	(11,290)	127,562	-	(456,890)	1,451,729	(110,019)	
2,453,654	3,289,457	4,354,306	1,110,626	1,099,336	1,226,898	28,651,040	26,449,979	27,901,708	
<b>\$ 2,954,779</b>	<b>\$ 4,354,306</b>	<b>\$ 5,362,926</b>	<b>\$ 1,099,336</b>	<b>\$ 1,226,898</b>	<b>\$ 1,226,898</b>	<b>\$ 28,194,150</b>	<b>\$ 27,901,708</b>	<b>\$ 27,791,689</b>	

# Executive Budget Summary

## Where the Money Comes From ...

Budgeted Revenues: \$47,231,660



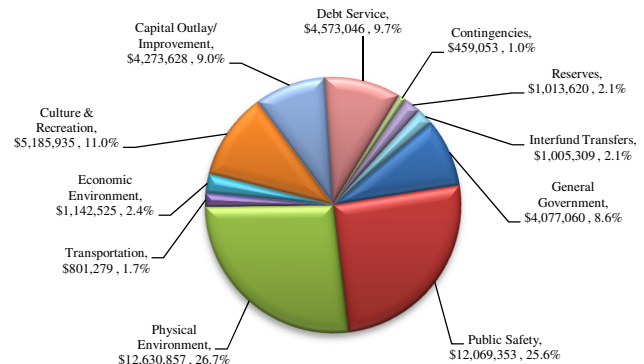
**User Fees** are the largest revenue source for the City at 40.6% and generate \$19.1M. Unlike taxes, these charges are directly related to the service received and are collected for recreation & golf activities, water & sewer services, garbage collection, and stormwater.

**Ad Valorem (Property) Taxes** are the City's second largest revenue source at \$7.6M, or 16.2%, of revenues. Property taxes fund essential services such as police, fire, planning, & code enforcement.

**Other Taxes** total \$6.8M and are the third largest revenue source at 14.6%. This category includes local option gas tax, ½ cent sales tax, utility taxes, communication services tax, business tax receipts, insurance premium tax for police and fire pensions, and other state shared revenues.

## ... And Where the Money Goes

Budgeted Expenditures: \$47,231,660



**Physical Environment** includes water, sewer, garbage, stormwater, and cemetery operations, comprising the largest expense to the City at \$12.6M, or 26.7%.

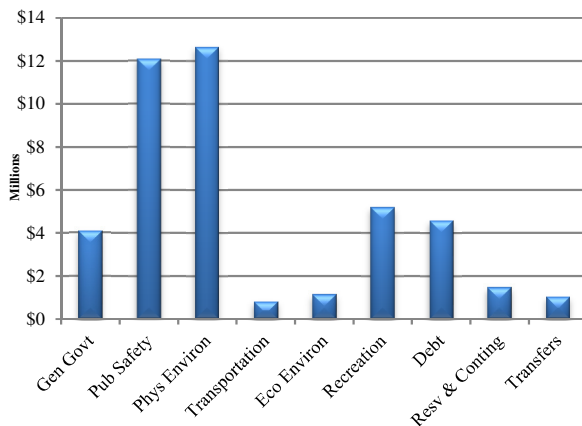
**Public Safety** includes police, fire, code enforcement, and building inspection and totals \$12M, or 25.6%, of expenses.

**Recreation & Cultural Services** totals \$5.1M, or 11.0%, of expenses and includes parks & recreation programs and facilities, senior activities, library, museums, and golf courses.

BUDGET SUMMARY				
	FY 2019-20	FY 2018-19	\$ Variance	% Variance
General Fund	26,730,208	22,210,768	4,519,440	20.3%
Law Enf. Trust Fund	7,309	7,309	-	0.0%
Law Enf. Training	4,097	4,097	-	0.0%
FBC Fund	357,560	399,603	(42,043)	(10.5)%
CDBG Fund	151,789	138,113	13,676	9.9%
CRA Fund	2,216,134	1,893,165	322,969	17.1%
Debt Service Fund	1,104,543	1,041,741	62,802	6.0%
Utilities Fund	11,264,818	11,120,999	143,819	1.3%
Sanitation Fund	4,316,172	3,793,649	522,523	13.8%
Stormwater Fund	1,013,608	1,039,280	(25,672)	(2.5)%
Beal Memorial Fund	65,422	65,422	-	0.0%
<b>GRAND TOTAL</b>	<b>\$47,231,660</b>	<b>\$41,714,146</b>	<b>\$5,517,514</b>	<b>13.23%</b>

## Operating Budget

**\$42,958,036**



**General Government** is comprised of the City Council, City Manager, IT, Human Resources, City Clerk, Finance, Purchasing, Development Services, Fleet, and Facilities. These groups shape overall City policy and/or provide guidance and assistance to other departments and the public.



**Public Safety** includes Police, Fire, Code Enforcement, and Building Permitting & Inspections. These groups monitor the safety and welfare of City property owners.



**Physical Environment** includes the production and distribution of drinking water, collection and treatment of wastewater, collection of residential and commercial garbage, recycling, management of stormwater and environmental issues, and cemetery operations.



**Transportation** includes right-of-way, engineering, and streets.

**Economic Environment** includes the CDBG program for low-moderate income families and the CRA program to revitalize blighted areas.

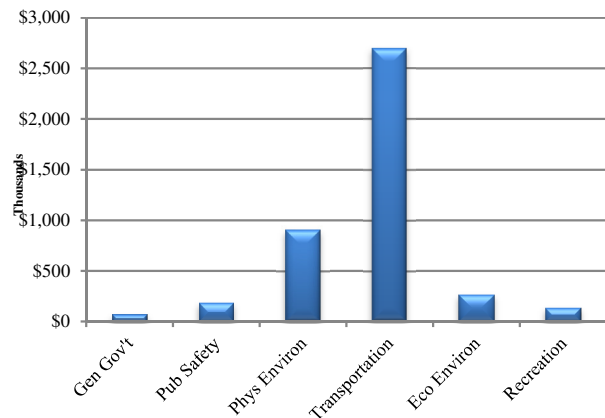


**Recreation** activities include neighborhood and facility parks, a tennis center, a library, a museum complex, a recreation complex, and two 18-hole golf courses.



## Capital Budget

**\$4,251,628**



Highlights for the upcoming year include:

**IT Replacements** – 27 computers, 14 laptops, 2 servers, 8 tablets & 2 Cisco network switches

**Vehicle Replacements** – 6 police patrol vehicles, 5 trucks, 1 fire engine (rescue upgrade), 1 asphalt truck, 1 vactron vacuum truck, 1 sideloader

**Facility Repairs** – Fire: Station 6 removal water damage East wall; Museum: Mound lighting; Golf: storage shed, tee box renovations, paint building interior; Recreation: resurface gym floor, Auditorium motorized curtain replacement

**Street Resurfacing/Restriping** – Resurfacing: Yacht Club Drive Ne from Cinco Bayou to Ferry Road NE

**Sidewalk Construction** – Construct new sidewalk on Lake Drive NW from Destin Drive NW to Virginia Drive NW

**Sewer Grouting & Lining** – locations based upon video reports, maintenance, and flow monitoring

**Storm Drainage Improvement** – identified in the five-year schedule listed in the Stormwater Master Plan

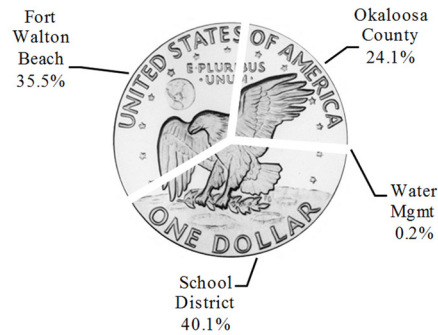


## Did You Know? . . .

### 2019 Property Tax Allocation for a City Property Owner

(Based on taxable property value of \$125,000)

	Millage	Taxes	% of Total
School District	6.3610	795.13	40.1%
Fort Walton Beach	5.6395	704.94	35.5%
Okaloosa County	3.8308	478.85	24.1%
Water Mgmt	0.0338	4.23	0.2%
	15.8651	\$1,983.15	100.0%



The City of Fort Walton Beach comprises 35.5% of a citizen's tax bill.



One mill equals \$1 per \$1,000 of taxable property value. Over 12% of properties within the City have exemptions that enable them to pay no property taxes (i.e. homestead exemptions).



**67% of residents & 58% of businesses will pay \$50.00 or less per month in City property taxes**

That's far less than two common monthly bills....

Basic Cable TV & Internet



\$129.98



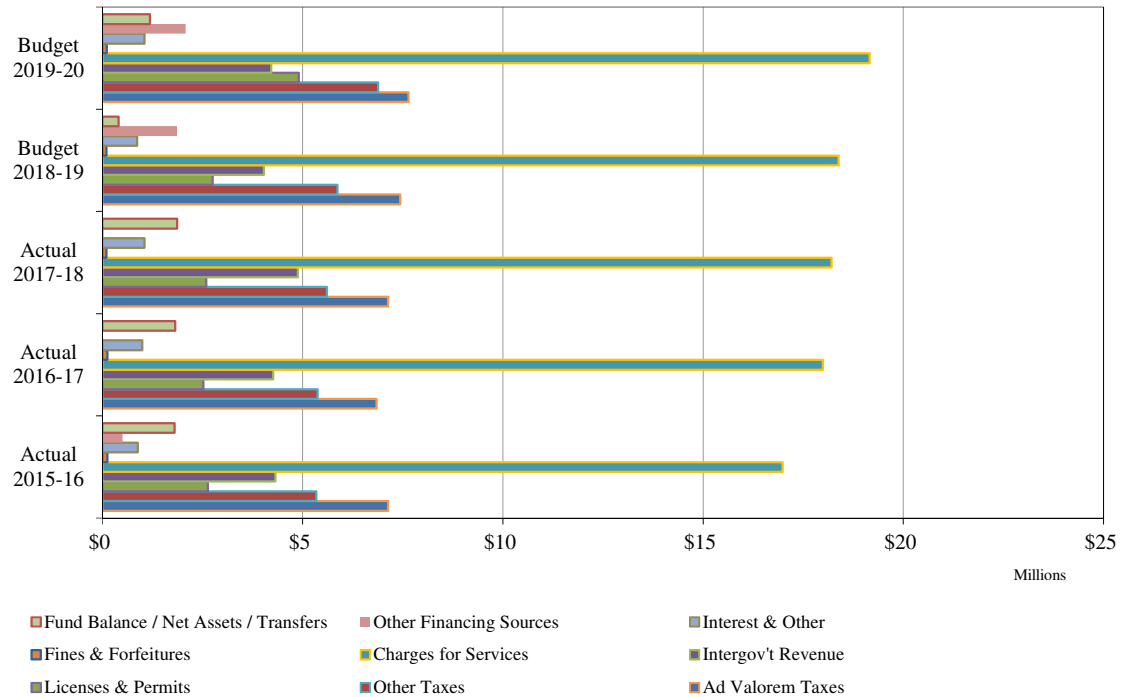
Cell Phone

\$109.99

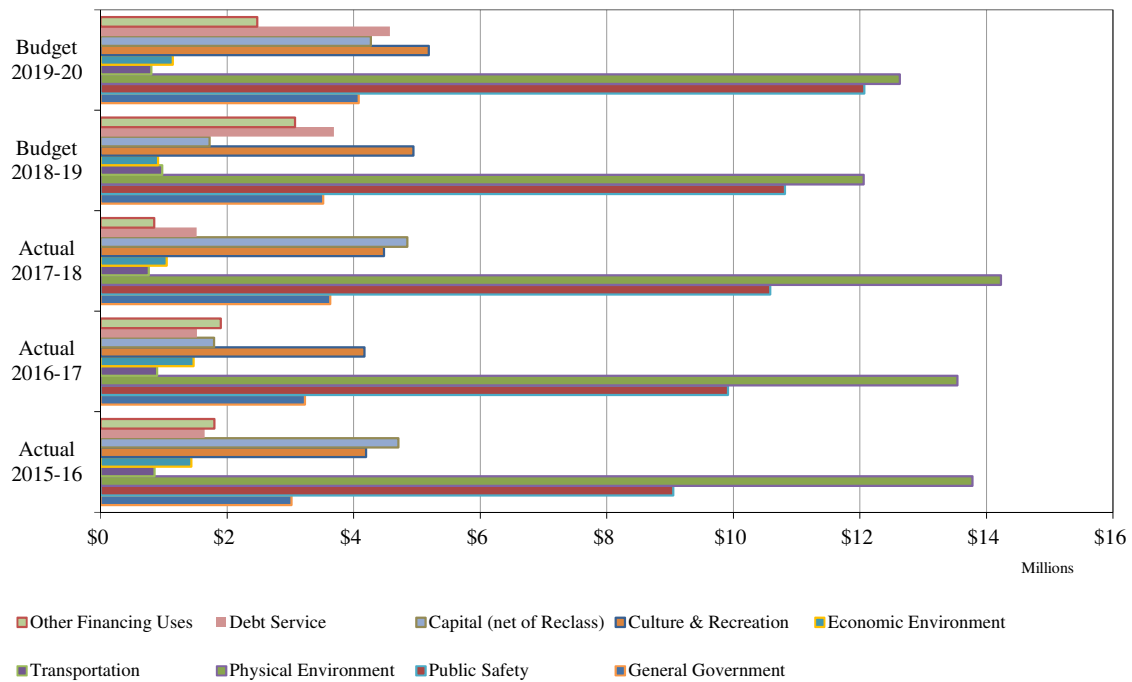


## Executive Budget Summary

Revenues by Category



Expenses by Category



## Executive Budget Summary



### Cost of . . .

#### One Police Officer, 24 Hrs/Day

Starting Salary	37,093
Incentive Pay	3,120
Overtime	799
Holiday Worked	1,464
Health Insurance	15,453
Pension	17,419
Federal Taxes	3,250
Workers Comp	1,336

*Personnel* \$ 79,934

Equipment & Supplies 2,133

Vehicle Fuel & Repair 6,018

Insurance 827

*Operating* \$ 8,978

*Annual Recurring* 88,912

Immunizations 250

Radio, Uniform, Vest, Gun 2,437

Vehicle & Equipment 44,000

*Non-Recurring* \$ 46,687

Total Cost to Hire &

Equip One Officer \$ 135,599

2 Officers Required

for 24 Hour Coverage x 2

**Total Cost \$ 271,198**

The cost per day for one police officer is \$743.01

The City has 50 sworn police officers



### Cost of . . .

#### One Firefighter/EMT, 24 Hrs/Day

Starting Salary	37,203
Incentive Pay	1,800
Overtime	2,227
Holiday Worked	1,155
Health Insurance	15,453
Pension	23,593
Federal Taxes	3,243

*Personnel* \$ 86,820

Physicals, Immunizations 350

Uniform Replacement 335

*Operating* \$ 1,685

*Annual Recurring* 88,505

*Non-Recurring* \$ 2,949

Total Cost to Hire &

Equip One Firefighter \$ 91,454

3 Firefighters Required (min. manning)

for 24 Hour Coverage x 3

**Total Cost \$ 274,361**

The cost per day for one firefighter/EMT is \$751.67

The City has 44 firefighters



### Cost to . . .

#### Maintain 10 Acres of Park

Salaries 25,094

Health Insurance 15,453

Pension 1,882

Federal Taxes 1,920

*Personnel* \$ 44,961

Utilities & Fuel 4,913

Vehicle/Equip Repair 799

Grounds Maintenance 3,840

*Operating* \$ 10,698

*Annual Recurring* 55,659

½ Ton Truck 24,000

52" Mower 19,500

Field Rake 9,800

Trailer 2,500

Backpack Blower 450

16" Chainsaw 300

*Non-Recurring* \$ 56,550

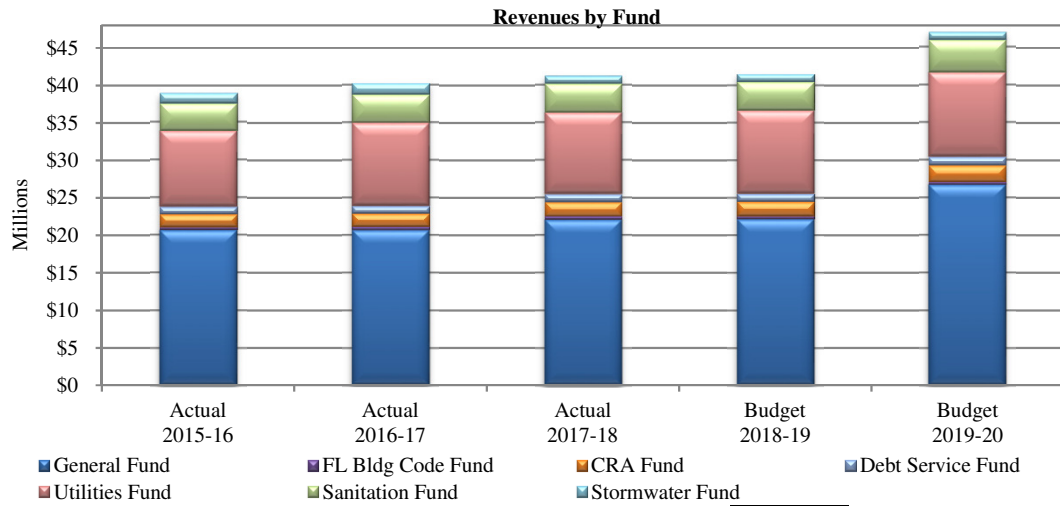
**Total Cost \$ 112,209**

The cost per day to maintain 10 acres of parks is \$307.42

The City has 182.7 acres of park

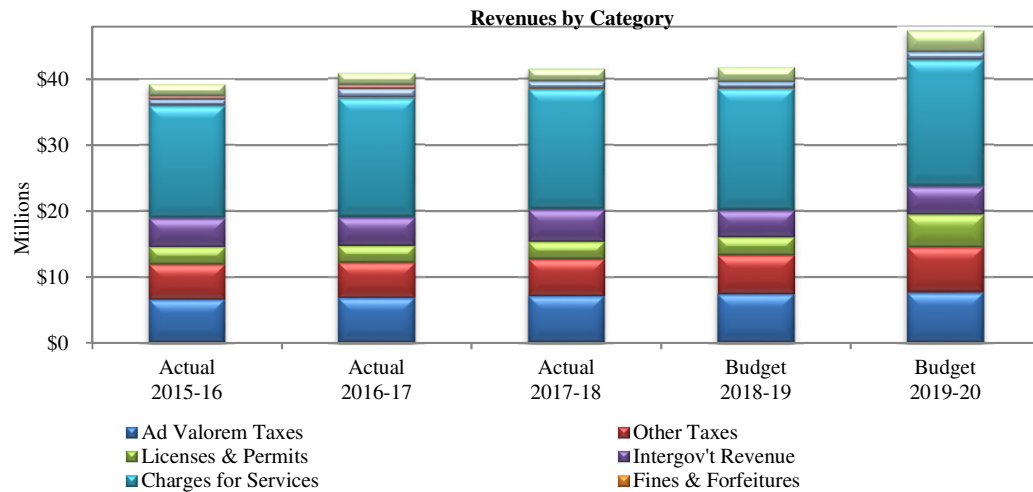
# CITY OF FORT WALTON BEACH, FL

## Revenue Trends - All Funds



	Actual 2015-16	Actual 2016-17	Actual 2017-18	Budget 2018-19	Budget 2019-20	\$ Variance	% Variance
General Fund	20,663,018	20,727,459	22,096,795	22,210,768	26,730,208	4,519,440	20.35%
Law Enf. Trust Fund**	24,227	25,155	7,720	7,309	7,309	-	0.00%
Law Enf. Training Fund**	5,906	4,918	4,648	4,097	4,097	-	0.00%
FL Bldg Code Fund	377,649	411,818	405,790	399,603	357,560	(42,043)	-10.52%
CDBG Fund	117,087	246,186	60,589	138,113	151,789	13,675	9.90%
CRA Fund	1,702,177	1,742,543	1,926,576	1,893,165	2,216,134	322,969	17.06%
Debt Service Fund	997,306	990,703	1,021,261	1,041,741	1,104,543	62,803	6.03%
Utilities Fund	10,123,818	11,114,323	10,892,785	11,120,999	11,264,818	143,820	1.29%
Sanitation Fund	3,599,838	3,735,232	3,830,910	3,793,649	4,316,172	522,523	13.77%
Stormwater Fund	1,372,919	1,512,242	1,027,993	1,039,280	1,013,608	(25,672)	-2.47%
Beal Memorial Fund**	216,372	305,378	213,530	65,422	65,422	-	0.00%
Revenues	39,200,317	40,815,957	41,488,600	41,714,146	47,231,660	5,517,514	13.23%

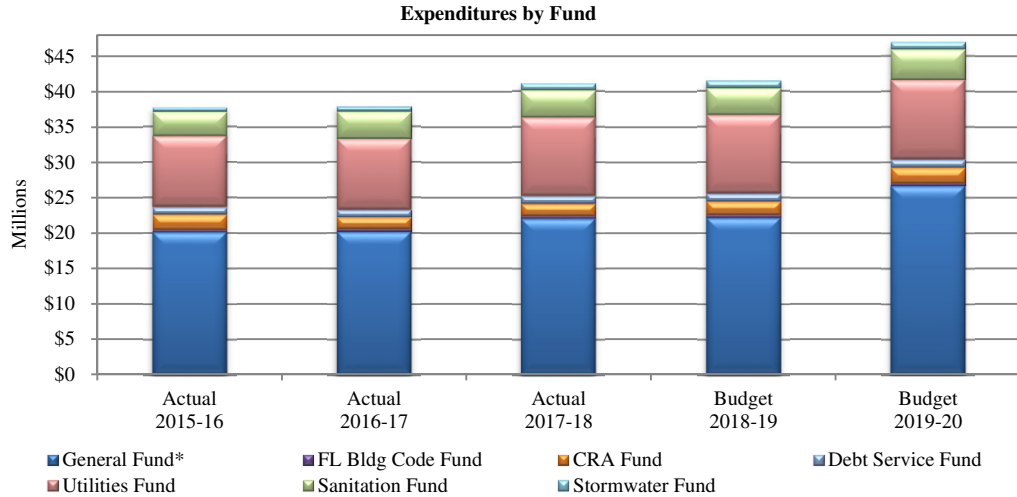
\*\* not included on chart



	Actual 2015-16	Actual 2016-17	Actual 2017-18	Budget 2018-19	Budget 2019-20	\$ Variance	% Variance
Ad Valorem Taxes	6,602,563	6,844,049	7,131,517	7,432,919	7,646,095	213,176	2.87%
Other Taxes	5,338,748	5,376,343	5,610,125	5,867,429	6,885,913	1,018,484	17.36%
Licenses & Permits	2,634,043	2,524,215	2,596,072	2,757,262	4,901,296	2,144,034	77.76%
Intergov't Revenue	4,322,696	4,266,425	4,880,937	4,030,733	4,218,364	187,631	4.66%
Charges for Services	16,987,101	18,022,048	18,207,840	18,385,802	19,155,810	770,008	4.19%
Fines & Forfeitures	121,513	127,406	101,378	99,961	108,695	8,734	8.74%
Interest & Other	885,428	1,274,908	1,052,016	866,584	1,050,057	183,473	21.17%
Other Financing Sources	504,288	586,146	40,080	58,251	60,816	2,565	0.00%
Fund Balance / Net Assets / Transfers	1,803,937	1,794,419	1,868,634	2,215,203	3,204,613	989,410	44.66%
Revenues	39,200,317	40,815,957	41,488,600	41,714,146	47,231,660	5,517,514	13.23%

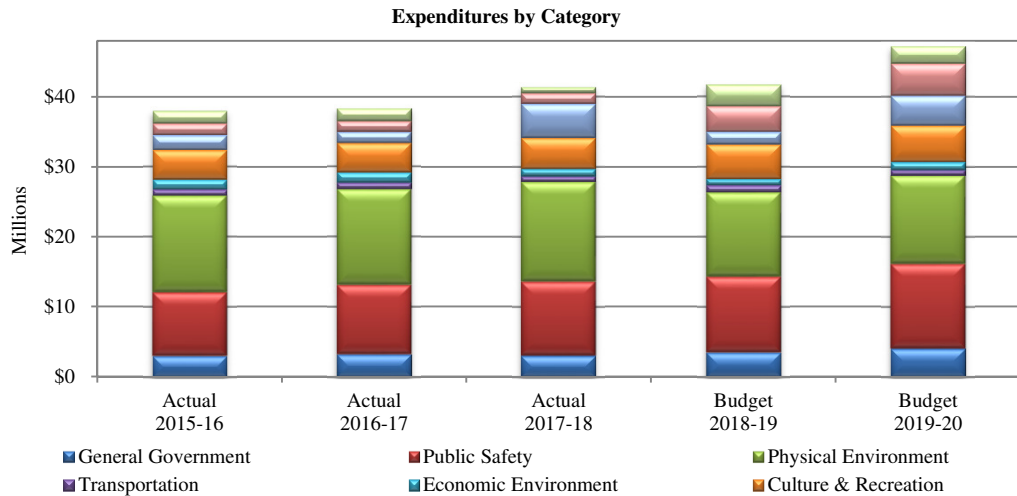
# CITY OF FORT WALTON BEACH, FL

## Expenditure Trends - All Funds



	Actual 2015-16	Actual 2016-17	Actual 2017-18	Budget 2018-19	Budget 2019-20	\$ Variance	% Variance
General Fund*	20,153,995	20,217,391	22,096,795	22,210,768	26,730,208	4,519,440	20.35%
Law Enf. Trust Fund**	21,567	130,335	7,309	7,309	7,309	-	0.00%
Law Enf. Training Fund**	16,780	4,429	7,197	4,097	4,097	-	0.00%
FL Bldg Code Fund	340,612	416,683	368,811	399,603	357,560	(42,043)	-10.52%
CDBG Fund*	119,072	254,125	119,807	138,113	151,789	13,675	9.90%
CRA Fund	2,139,079	1,627,422	1,738,969	1,893,165	2,216,134	322,969	17.06%
Debt Service Fund	1,001,599	990,703	1,042,894	1,041,741	1,104,543	62,803	6.03%
Utilities Fund	10,060,160	10,031,847	11,139,019	11,120,999	11,264,818	143,820	1.29%
Sanitation Fund	3,407,992	3,830,618	3,804,419	3,793,649	4,316,172	522,523	13.77%
Stormwater Fund	611,351	681,541	975,867	1,039,280	1,013,608	(25,672)	-2.47%
Beal Memorial Fund**	12,604	33,341	75,554	65,422	65,422	-	0.00%
Expenditures	37,884,811	38,218,434	41,376,640	41,714,146	47,231,660	5,517,513	13.23%

\*\* not included on chart



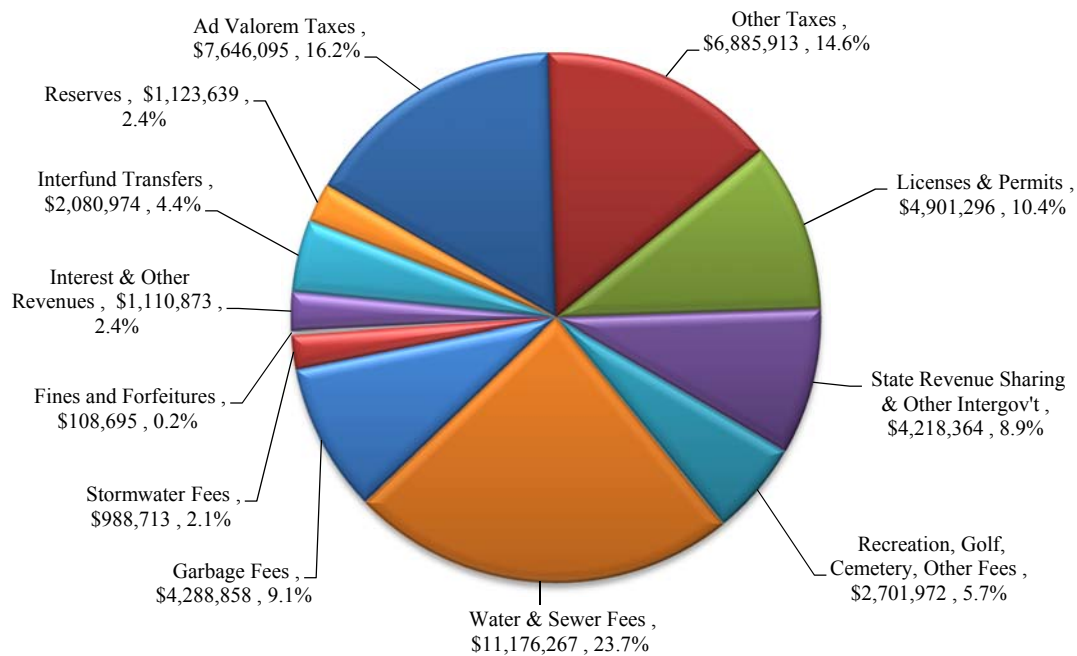
	Actual 2015-16	Actual 2016-17	Actual 2017-18	Budget 2018-19	Budget 2019-20	\$ Variance	% Variance
General Government	3,017,374	3,228,767	3,062,560	3,516,533	4,077,060	560,527	15.94%
Public Safety	9,053,178	9,913,344	10,584,430	10,795,829	12,069,353	1,273,524	11.80%
Physical Environment	13,781,136	13,630,039	14,228,411	12,059,508	12,630,857	571,349	4.74%
Transportation	852,602	890,762	762,058	974,711	801,279	(173,432)	-17.79%
Economic Environment	1,432,788	1,468,393	1,045,687	909,723	1,142,525	232,802	25.59%
Culture & Recreation	4,196,979	4,170,787	4,477,927	4,945,559	5,185,935	240,376	4.86%
Capital (net of Reclass)	2,105,686	1,598,285	4,847,756	1,745,752	4,273,628	2,527,876	144.80%
Debt Service	1,646,884	1,523,638	1,518,360	3,691,594	4,573,046	881,452	23.88%
Other Financing Uses	1,798,184	1,794,419	849,451	3,074,940	2,477,982	(596,958)	-19.41%
Expenditures	37,884,811	38,218,434	41,376,640	41,714,146	47,231,660	5,517,513	13.23%



# Revenues

## FY 2019-20 Budgeted Revenues

**\$47,231,660**



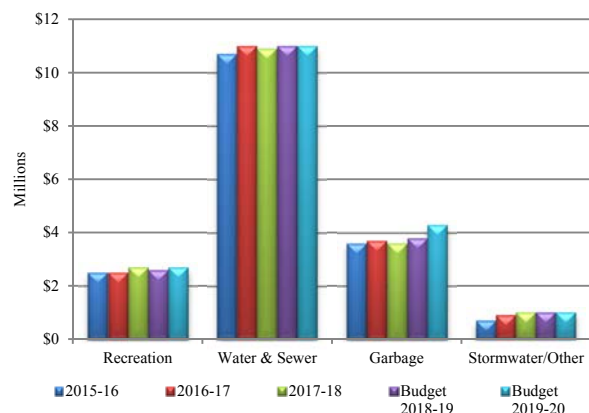
**Charges for Services (User Fees)** – The City levies user fees to fund the cost of regulating an activity or providing a service or facility. Charges for services are anticipated to generate approximately \$19.2M and are the largest source of revenue for the City at 40.6%. Unlike taxes, these charges are directly related to the service received. User fees include leisure services such as recreation programs, senior activities, library, museums, and golf; fire assessments; water and sewer service; garbage collection; and stormwater management. Fees are set by City Council based on the cost of providing these services, reviewed and adjusted annually as part of the budget process, and published in the Comprehensive Fee Schedule. Revenues are budgeted based on historical usage and/or number of customers, adjusted for current rates.

Water and sewer rates will generate approximately \$11.2M in revenues. A new five-year utility rate study, which includes stormwater and sanitation is in process and will likely be adopted in January 2020. The study determines the required rates to generate sufficient revenue to sustain renewal and replacement reserves and account for debt service requirements and is updated on an annual basis to account for real-time revenues, expenses, and changes within the utility system.

Garbage fees account for \$3.8M in revenues.

Recreation and other fees – recreation programs, park rentals, senior activities, the library, museums, golf, and cemetery sales – generate \$4.3M in revenues.

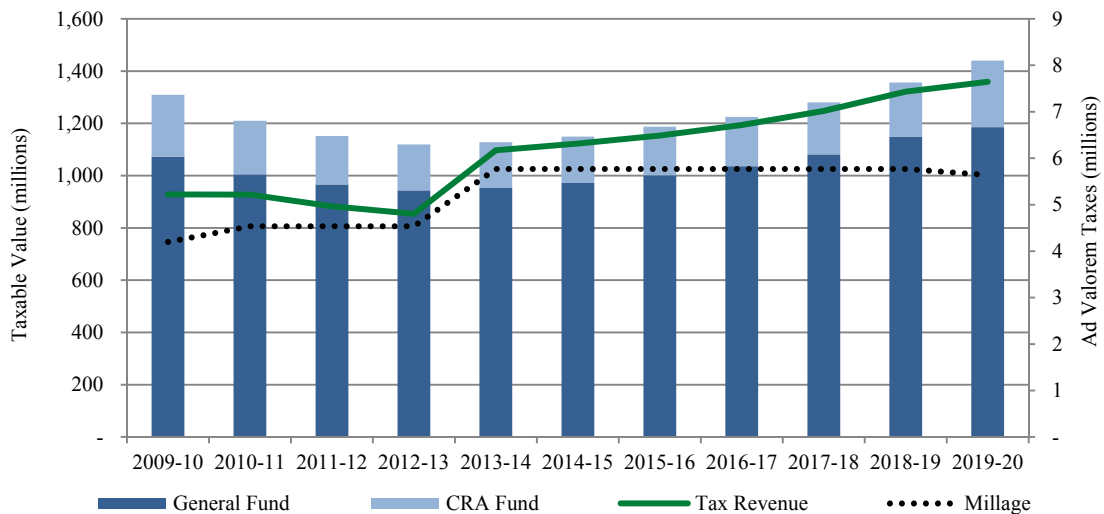
Stormwater user fees comprise \$1.0M in revenues at a residential-equivalent unit of \$4.75 per





month.

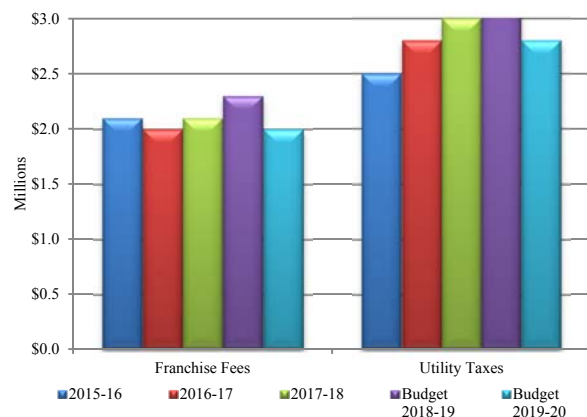
**Ad Valorem (Property) Taxes** – Citywide, the 2019 gross taxable property value for operating purposes is \$1.440 billion, an increase of \$84 million, or 6.22%, from the 2018 final gross taxable property value of \$1.356 billion. Ad valorem taxes levied by the City comprise \$7.6M, or 16.2%, of total revenues. Property taxes primarily fund General Fund operations. However, property taxes paid by certain residents and businesses located in areas targeted for specific improvements to eliminate blight and improve infrastructure are allocated to the Community Redevelopment Agency (CRA) Fund. Property tax revenues are allocated to the CRA Fund based on the growth in assessed value from the base year (i.e. year of CRA designation). Funding from County property taxes comprises \$831K, or 37.5%, of CRA Fund revenues.



As the chart above depicts, the City maintained its millage rate in FY 2009-10 and reduced personnel and other expenses in response to lower tax revenues as property values began to fall. The millage rate was increased in FY 2010-11 in order to maintain revenues, as the recession was in full swing. Further staffing and operational cuts were made in FY 2011-12 and FY 2012-13. In FY 2013-14, the City simply did not have room to “do more with less” and raised the millage rate to 5.7697 mills. As property values continue to rise, the City has lowered the millage rate to 5.6395 mills, which is the millage rate that the proposed budget is predicated on. This rate, known as the rolled-back rate, generates the same amount of property tax revenue as the prior year, even with the increases in property values. One mill equals \$1 per \$1,000 of taxable property value.

**Franchise Fees & Utility Taxes** – The City’s franchise fee agreements provide a 6% rate on gross electric and gas sales of utility companies serving Fort Walton Beach. A \$1.84 per ton sanitation host fee on garbage collected outside the City limits and brought to the transfer station is also collected per contract. Franchise fees comprise \$2.0M, or 4.3%, of revenues and have decreased 13.7% over the previous fiscal year.

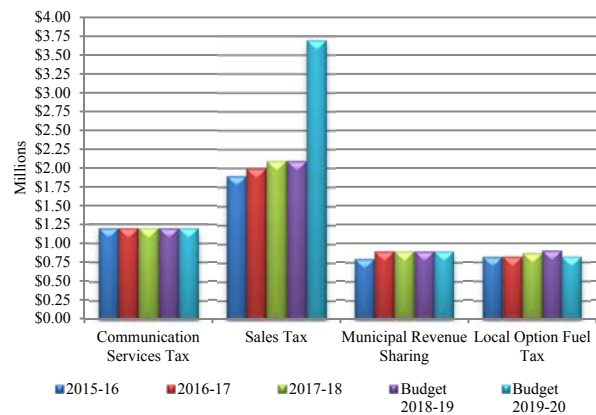
Utility taxes are contractually levied against electric, gas, and water revenues of local utility companies at the rate of 10%. Over the past five years revenues have steadily increased. This year,



these revenues are expected to decrease by 11.3%. A large portion of electric and natural gas utility bills is exempt since the tax on the fuel charge component is based on 1973 fuel prices (and therefore immaterial to a great extent). Utility taxes are anticipated to generate \$2.8M, or 5.9%, of total revenues.

**Communication Services Tax** – This tax was created in FY 2001-02 as a flat tax rate for all communication services. The Department of Revenue collects the tax from vendors and remits the appropriate amounts to local jurisdictions. The Office of Economic and Demographic Research (EDR) provides revenue estimates for cities and counties. Based on information from EDR, \$1.1M is budgeted, which is an 8.6% decrease when compared to FY 2018-19. This revenue stream has been declining as more consumers eliminate land lines and service providers bundle taxable services with non-taxable services, thereby eliminating payment of the tax.

**Half-Cent Sales Tax** – This category includes a state-shared revenue distribution, derived from net 6% state sales tax revenue (which is the largest source of revenue sharing for local governments), as well as a ½ cent county-distributed sales tax, implemented by voters in FY 2018-19. Together, this revenue source is anticipated to generate approximately \$3.7M, or 7.9%, of total revenues. The revenue estimate, also published by the Office of Economic and Demographic Research (EDR), which has rebounded as the economy has improved, is estimated to decline slightly by 3.2%.



**Municipal Revenue Sharing** – This is funded by 1.3409% of sales and use tax collections, 12.5% of state alternative fuel user decal collections, and the net collections from the one-cent municipal fuel tax. This revenue estimate is published by the Office of Economic and Demographic Research (EDR), and is budgeted at \$917K, or 1.9%, of total revenues. EDR anticipates this revenue source to remain relatively stable.

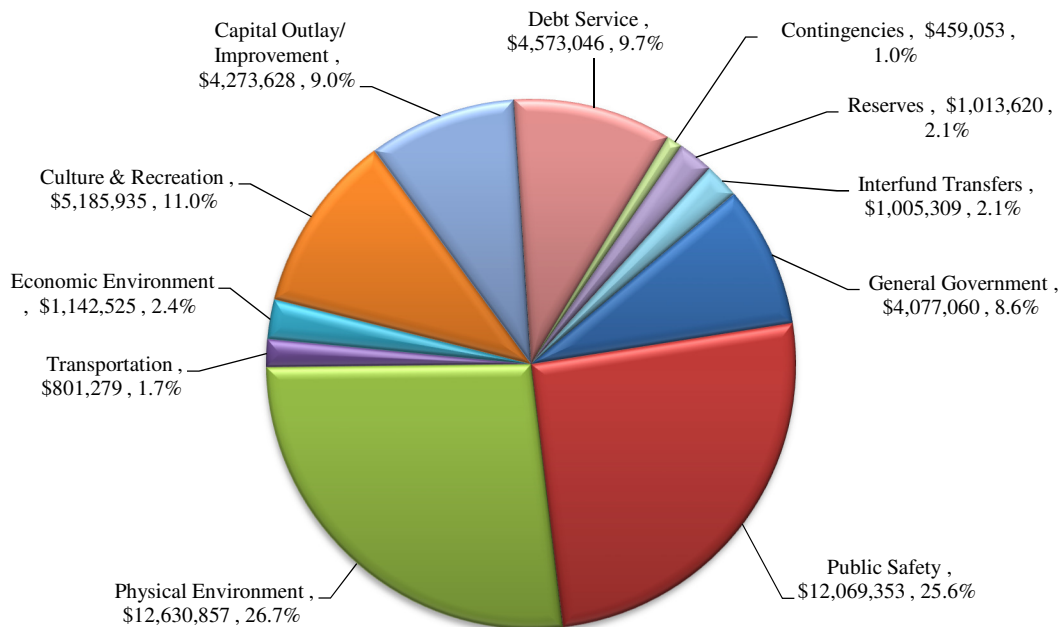
**Local Option Fuel Tax** – These proceeds are allocated via a ten-year interlocal agreement between the county and municipalities based on transportation expenditures. Counties are authorized to levy up to 12 cents of local option fuel taxes in the form of three separate levies. The first is 1 cent; the City does not receive a portion of this. The second is 1 to 6 cents; the County levies the full 6 cents and the City receives 9.7956%. The third is 1 to 5 cents, of which the County currently levies 3 cents. The City's local option fuel tax proceeds for FY 2019-20 are budgeted at \$564K and \$263K, respectfully. This revenue source is anticipated to decrease on an average of 10.4%.

**Interfund Transfers** – Interfund transfers represent \$2.1M, or 4.4%, of total revenues. The Debt Service Fund receives \$1.1M from the General Fund for principal and interest payments. The Beal Memorial Cemetery Fund receives \$41K from the General Fund (20% of cemetery lot sales) for investment for perpetual care of the cemetery once all lots are sold. The General Fund receives \$675K from the Utilities Fund and \$61K from the Stormwater Fund (6% of water & sewer and stormwater fees) as a franchise/right-of-way access fee and \$228K from the Sanitation Fund to compensate for additional roadway wear & tear caused by heavy sanitation trucks.

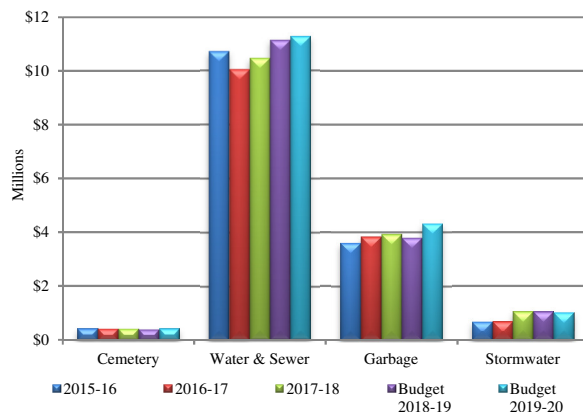
# Expenditures

## FY 2019-20 Budgeted Expenditures

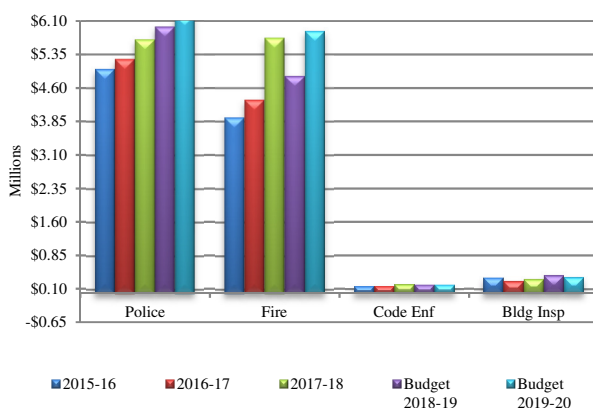
**\$47,231,660**



**Physical Environment** – This category comprises \$12.6M, or 26.7% of total expenses and includes cemetery operations and the following enterprise activities: water, sewer, stormwater, recycling, and garbage. These operations are self-sustaining since cemetery revenues exceed expenses and enterprise activities are funded by user fees rather than general revenues such as property taxes.



**Public Safety** – This category includes police, fire, code enforcement, and building inspection services and totals \$12.1M, or 25.6%, of total expenses. The increase in FY 2017-18 was attributable to the defined benefit pension contribution increases caused by State changes in mortality assumptions, which has levelled out in FY 2019-20.

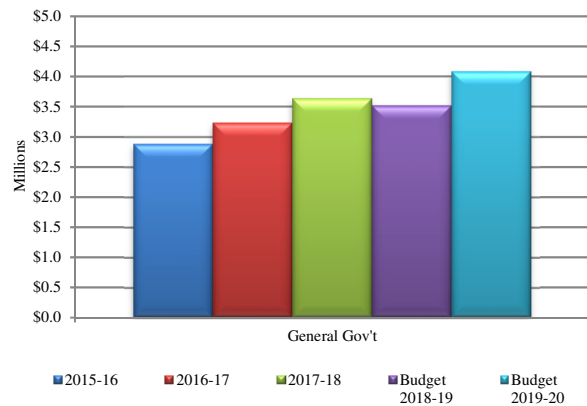


**Recreation & Cultural Services** – This category equals \$5.2M, or 11.0%, of total expenses and includes parks & recreation programs and facilities, senior activities, library, museums, and golf courses. A portion of these leisure service expenses are offset by revenues such as facility and park rentals, youth and adult athletic fees, recreation center memberships, and

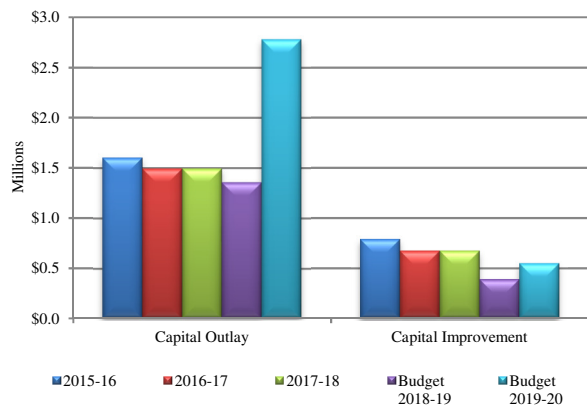
museum entrance fees. This category is relatively flat when compared to FY 2018-19. After opening a new recreation complex in May 2015, the department is settling in at the new facility, and continues to bring multiple sports tournaments to the City.

**General Government** – This category is \$4.1M, or 8.6%, of total expenses and includes the following units of City government funded from ad valorem tax proceeds that provide support services to other departments and information to the public: City Council, City Manager, City Clerk, information technology, human resources, risk management, accounting, budgeting, purchasing, planning, fleet, and facilities.

**Debt Service** – This category totals \$4.6M, or 9.7%, of total expenses and includes principal and interest payments for the City's equipment and facilities funded via capital lease/purchase, revenue notes, or other debt financing. In FY 2018-19, the City issued new debt to pay for a new facility that consolidates eleven (11) existing facilities.

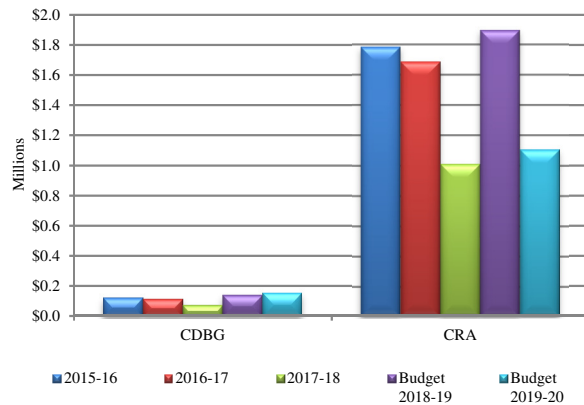


**Capital Outlay/Improvement** – This category comprises \$4.3M, or 9.0%, of total expenses. Capital outlay includes the purchase of computers, vehicles, equipment, and other assets with a value greater than \$1,000 and a useful life of more than one year. Capital improvement includes the acquisition, construction, replacement, or renovation of facilities and infrastructure with a value greater than \$25,000 and a useful life of ten years or more (e.g. buildings, parks, streets, and water and sewer lines). IT funding of \$78K includes various laptops and desktops replacements. Vehicle and equipment replacements in the amount of \$2.7M includes 6 police patrol vehicles, 5 trucks, 1 fire engine, 2 knuckleboom loaders, and 1 asphalt truck. The following capital improvement projects are budgeted at a total cost of \$545K: water line replacement, stormwater drain improvements, facility repairs, sidewalk construction, sewer grouting/lining and street resurfacing/restriping. Various other improvements are detailed in the Executive Summary of this document.

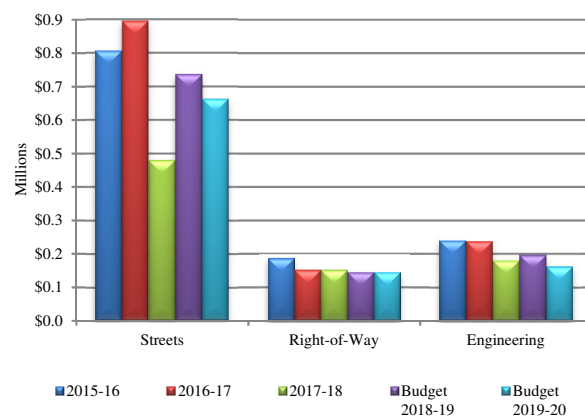


**Interfund Transfers** – Interfund transfers represent \$2.1M, or 4.4%, of total expenses. Transfers to the General Fund total \$1.9M based on the Cost Allocation Plan, which provides reasonable and proportionate reimbursement for services provided to enterprise and special revenue funds such as city clerk, city council (including city attorney), city manager, administrative services (i.e. human resources, risk management, information technology), financial services (i.e. budget, grants, accounting, accounts payable, payroll, purchasing), and engineering services (i.e. engineering, fleet, facilities).

**Economic Environment** – This category totals \$1.1M, or 2.4%, of total expenses and includes the Community Development Block Grant (CDBG) program for low-moderate income families and the Community Redevelopment Agency (CRA) to revitalize blighted areas. CDBG funding comes from the U.S. Department of Housing and Urban Development. CRA activities are funded from a portion of City and County tax dollars. Ad valorem revenues are anticipated to increase and the additional funding will be utilized for various Capital Improvement Projects. The timing of capital projects accounts for the annual fluctuations in prior years.



**Transportation** – This category represents \$801K, or 1.7%, of total expenses and includes streets, right-of-way, and engineering. Roadway-related expenses are funded in large part by local option fuel tax proceeds and reimbursements from the Florida Department of Transportation.



**Reserves** – Reserve funds are budgeted if anticipated revenues exceed budgeted expenses or for the specific purpose of rebuilding fund balance (governmental funds) or net assets (enterprise funds). Reserves totaling \$1.0M, or 2.1%, of expenses are budgeted in the General, Florida Building Code, CRA, Utilities, Sanitation, Stormwater, and Beal Memorial Cemetery funds. The City is planning to utilize CRA fund balance to complete improvements at the Landing Park, in conjunction with grant funding. As it is unknown when the grant funding will be received, a budget amendment will be prepared if needed during the fiscal year. In addition, projects planned to be funded from the new ½ cent sales tax proceeds are included in this category.

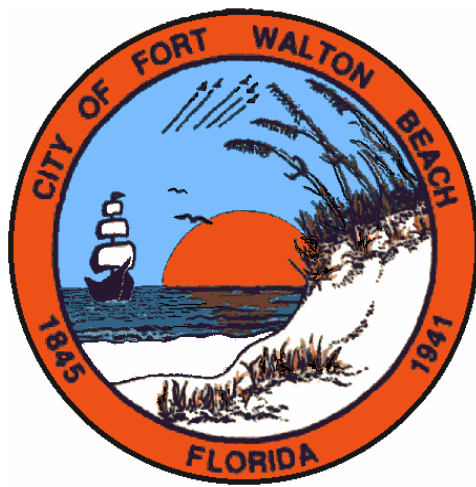
**Contingencies** – Contingency funds total \$459K, or 1.0%, of total expenses and are budgeted to guard against unanticipated price increases (e.g. fuel, utilities), emergency repairs, or revenue shortfalls. The City budgets 1% of personnel and operating expenses as contingency funds in the General, Florida Building Code, Utilities, Sanitation, and Stormwater funds.

# CITY OF FORT WALTON BEACH, FL

## Total Expenditures by Category - All Funds

	Capital Outlay	Capital Improv.	Debt Service	Cost Allocation	Interfund Transfer	Replenish Reserves	2019-20 Budget	2018-19 Budget	Budget Change	
									\$	%
City Council	-	-	-	-	-	-	430,759	470,034	(39,275)	-8.36%
City Manager	-	-	-	-	-	-	410,506	431,298	(20,792)	-4.82%
Human Resources	-	-	-	-	-	-	317,424	355,331	(37,907)	-10.67%
Information Technology	-	-	-	-	-	-	469,962	510,735	(40,773)	-7.98%
Risk Management	-	-	-	-	-	-	569,764	569,764	-	0.00%
City Clerk	-	-	-	-	-	-	243,244	256,698	(13,454)	-5.24%
Finance	-	-	-	-	-	-	696,036	733,215	(37,179)	-5.07%
Purchasing	-	-	-	-	-	-	192,675	181,324	11,350	6.26%
Police	176,000	-	144,040	-	-	-	6,218,601	5,964,958	253,643	4.25%
Fire	-	-	244,487	-	-	-	5,865,209	4,858,439	1,006,771	20.72%
Recreation	25,000	-	541,485	-	-	-	1,825,250	1,656,474	168,776	10.19%
Parks/Right-of-way	71,000	-	-	-	-	-	1,080,234	1,262,078	(181,844)	-14.41%
Golf Club	-	-	-	-	-	-	894,550	862,759	31,791	3.68%
Golf Grounds	-	-	3,234	-	-	-	1,181,643	1,132,594	49,048	4.33%
Library	35,000	-	18,389	-	-	-	636,004	606,489	29,514	4.87%
Museum	-	-	-	-	-	-	262,362	269,033	(6,671)	-2.48%
Cemetery	-	-	-	-	40,983	-	461,830	431,040	30,790	7.14%
Growth Management	-	-	-	-	-	-	161,906	196,420	(34,514)	-17.57%
Planning & Zoning	-	-	-	-	-	-	187,113	247,822	(60,709)	-24.50%
Code Enforcement	-	-	-	-	-	-	188,102	191,269	(3,167)	-1.66%
Fleet	-	-	-	-	-	-	579,696	556,424	23,272	4.18%
Facilities	24,000	-	152,912	-	-	-	1,163,706	1,037,590	126,116	12.15%
Streets	22,000	-	-	-	-	-	661,372	735,810	(74,438)	-10.12%
1/2 Cent Sales Tax	2,694,639	-	-	-	-	-	2,694,639	-	2,694,639	100.00%
Non-Departmental	47,010	-	-	(1,986,705)	-	-	(662,377)	(1,306,830)	644,453	-49.31%
<b>General Fund</b>	<b>3,094,649</b>	<b>-</b>	<b>1,104,546</b>	<b>(1,986,705)</b>	<b>40,983</b>	<b>-</b>	<b>26,730,208</b>	<b>22,210,768</b>	<b>4,519,440</b>	<b>20.35%</b>
<b>Law Enf. Trust Fund</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>7,309</b>	<b>7,309</b>	<b>-</b>	<b>0.00%</b>
<b>Law Enf. Training Fund</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>4,097</b>	<b>4,097</b>	<b>-</b>	<b>0.00%</b>
<b>FBC Fund</b>	<b>7,000</b>	<b>-</b>	<b>-</b>	<b>47,011</b>	<b>-</b>	<b>-</b>	<b>357,560</b>	<b>399,603</b>	<b>(42,043)</b>	<b>-10.52%</b>
<b>CDBG Fund</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>151,789</b>	<b>138,113</b>	<b>13,675</b>	<b>9.90%</b>
CRA	265,000	-	-	178,171	-	960,398	2,216,134	1,893,165	322,969	17.06%
<b>CRA Fund</b>	<b>265,000</b>	<b>-</b>	<b>-</b>	<b>178,171</b>	<b>-</b>	<b>960,398</b>	<b>2,216,134</b>	<b>1,893,165</b>	<b>322,969</b>	<b>17.06%</b>
<b>Debt Service Fund</b>	<b>-</b>	<b>-</b>	<b>1,104,543</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,104,543</b>	<b>1,041,741</b>	<b>62,803</b>	<b>6.03%</b>
Customer Service	-	-	-	-	-	-	482,013	460,207	21,806	4.74%
Utility Services	-	-	535,501	-	-	-	1,140,901	526,807	614,095	116.57%
GIS	-	-	-	-	-	-	246,039	280,463	(34,425)	100.00%
Water Operations	29,500	-	116,947	-	-	-	1,114,450	1,159,883	(45,433)	-3.92%
Water Distribution	92,309	-	180,365	-	-	-	699,446	725,594	(26,148)	-3.60%
Sewer Collect&Treatmt	200,000	195,000	1,310,141	-	-	-	5,622,551	5,553,234	69,317	1.25%
Non-Departmental	4,520	-	-	1,155,411	675,889	-	1,959,418	2,414,811	(455,393)	-18.86%
<b>Utilities Fund</b>	<b>326,329</b>	<b>195,000</b>	<b>2,142,954</b>	<b>1,155,411</b>	<b>675,889</b>	<b>-</b>	<b>11,264,818</b>	<b>11,120,999</b>	<b>143,820</b>	<b>1.29%</b>
Solid Waste	260,000	-	85,001	-	-	-	3,374,350	2,993,520	380,830	12.72%
Recycling	-	-	-	-	-	-	266,848	141,371	125,476	88.76%
Non-Departmental	-	-	-	406,311	227,619	-	674,974	658,758	16,216	100.00%
<b>Sanitation Fund</b>	<b>260,000</b>	<b>-</b>	<b>85,001</b>	<b>406,311</b>	<b>227,619</b>	<b>-</b>	<b>4,316,172</b>	<b>3,793,649</b>	<b>522,522</b>	<b>13.77%</b>
Stormwater	124,750	-	136,001	-	-	-	768,916	673,942	94,974	14.09%
Non-Departmental	900	-	-	172,214	60,816	-	244,692	365,338	(120,646)	-33.02%
<b>Stormwater Fund</b>	<b>125,650</b>	<b>-</b>	<b>136,001</b>	<b>172,214</b>	<b>60,816</b>	<b>-</b>	<b>1,013,608</b>	<b>1,039,280</b>	<b>(25,672)</b>	<b>-2.47%</b>
<b>Beal Memorial Fund</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>53,222</b>	<b>65,422</b>	<b>65,422</b>	<b>-</b>	<b>0.00%</b>
<b>TOTAL ALL FUNDS</b>	<b>4,078,628</b>	<b>195,000</b>	<b>4,573,046</b>	<b>(27,588)</b>	<b>1,005,308</b>	<b>1,013,620</b>	<b>47,231,660</b>	<b>41,714,146</b>	<b>5,517,517</b>	<b>13.23%</b>

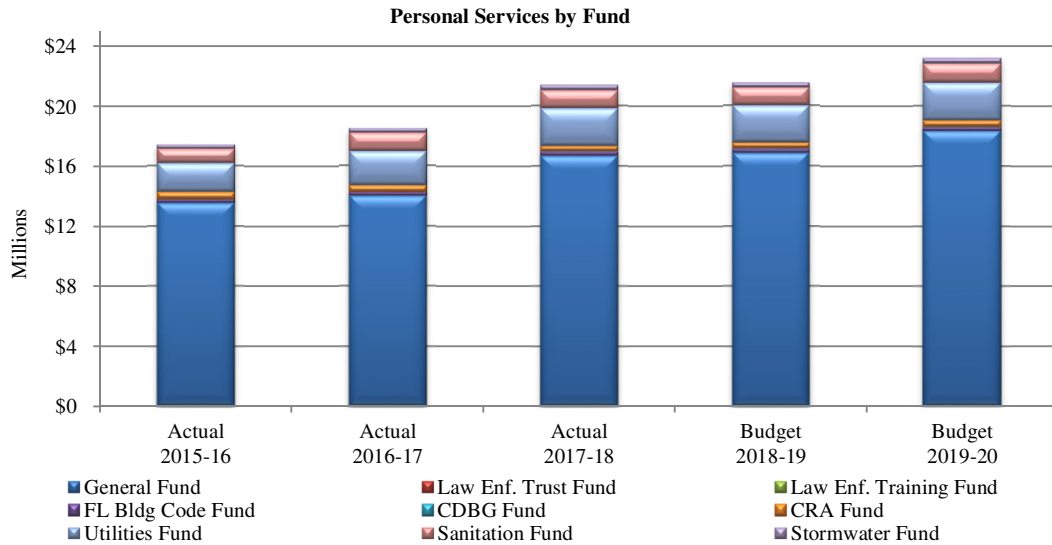




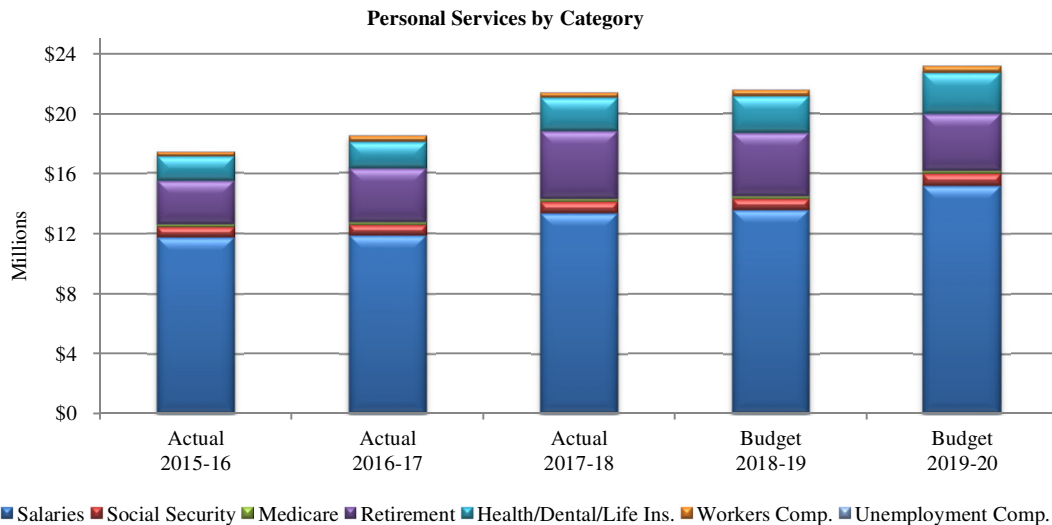


# CITY OF FORT WALTON BEACH, FL

## Personal Services Trends - All Funds



	Actual 2015-16	Actual 2016-17	Actual 2017-18	Budget 2018-19	Budget 2019-20	\$ Variance	% Variance
General Fund	13,548,762	13,992,146	16,702,585	16,871,688	18,349,095	1,477,407	8.76%
Law Enf. Trust Fund	-	-	-	-	-	-	0.00%
Law Enf. Training Fund	-	-	-	-	-	-	0.00%
FL Bldg Code Fund	213,551	230,067	265,105	271,590	242,343	(29,247)	0.00%
CDBG Fund	8,180	14,121	21,191	24,852	24,852	-	0.00%
CRA Fund	490,959	441,202	357,543	366,995	426,406	59,411	16.19%
Utilities Fund	1,902,177	2,291,470	2,498,700	2,483,751	2,528,416	44,665	1.80%
Sanitation Fund	971,424	1,206,972	1,208,900	1,190,614	1,252,170	61,556	5.17%
Stormwater Fund	251,922	281,006	320,538	323,941	352,483	28,542	8.81%
Personal Services	17,386,973	18,456,984	21,374,563	21,533,431	23,175,766	1,642,335	7.63%



	Actual 2015-16	Actual 2016-17	Actual 2017-18	Budget 2018-19	Budget 2019-20	\$ Variance	% Variance
Salaries	11,716,831	11,866,601	13,368,357	13,559,443	15,204,574	1,645,131	12.13%
Social Security	680,741	686,655	728,634	733,117	773,667	40,550	5.53%
Medicare	159,431	160,755	170,476	171,453	181,011	9,558	5.57%
Retirement	2,927,337	3,595,064	4,553,452	4,225,120	3,799,400	(425,720)	-10.08%
Health/Dental/Life Ins.	1,612,085	1,757,194	2,203,041	2,422,399	2,744,777	322,378	13.31%
Workers Comp.	290,001	386,235	325,602	396,899	447,335	50,436	12.71%
Unemployment Comp.	547	4,479	25,000	25,000	25,000	-	0.00%
Personal Services	17,386,973	18,456,984	21,374,563	21,533,431	23,175,766	1,642,335	7.63%

# CITY OF FORT WALTON BEACH, FL

## Personal Services by Category - All Funds

	Wages	Service Awards	Incentive/ Merit Pay	Add Pays	Gross Wages	Overtime & Holiday	Total Wages
City Council	41,356	-	-	-	41,356	-	41,356
City Manager	270,303	271	-	-	270,574	-	270,574
Human Resources	208,444	54	-	-	208,498	-	208,498
Information Technology	222,852	-	-	-	222,852	-	222,852
City Clerk	119,277	-	-	-	119,277	25	119,302
Finance	346,697	217	-	-	346,914	400	347,314
Purchasing	133,323	-	-	-	133,323	100	133,423
Police	2,894,472	324	94,223	6,000	2,995,019	309,046	3,304,065
Fire	2,551,036	921	45,949	-	2,597,906	376,460	2,974,366
Recreation	565,576	379	-	-	565,955	-	565,955
Parks/Right-of-Way	431,193	-	-	-	431,193	4,020	435,213
Golf Club	411,545	270	-	-	411,815	100	411,915
Golf Grounds	534,432	488	-	-	534,920	3,765	538,685
Library	323,318	108	-	-	323,426	200	323,626
Museum	158,832	-	-	-	158,832	20	158,852
Cemetery	111,374	-	-	-	111,374	600	111,974
Engineering Services	105,491	-	-	-	105,491	-	105,491
Planning & Zoning	107,523	-	-	-	107,523	150	107,673
Code Enforcement	101,252	-	-	-	101,252	150	101,402
Fleet	323,581	-	-	-	323,581	1,500	325,081
Facilities	236,495	-	-	-	236,495	-	236,495
Streets	156,977	-	-	-	156,977	1,000	157,977
Non-Departmental	891,711	-	-	-	891,711	-	891,711
<b>General Fund</b>	<b>11,247,060</b>	<b>3,032</b>	<b>140,172</b>	<b>6,000</b>	<b>11,396,264</b>	<b>697,536</b>	<b>12,093,800</b>
<b>FL Bldg Code Fund</b>	<b>156,109</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>156,109</b>	<b>1,000</b>	<b>157,109</b>
<b>CDBG Fund</b>	<b>24,852</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>24,852</b>	<b>-</b>	<b>24,852</b>
CRA	227,086	-	24,022	-	251,108	17,627	268,735
<b>CRA Fund</b>	<b>227,086</b>	<b>-</b>	<b>24,022</b>	<b>-</b>	<b>251,108</b>	<b>17,627</b>	<b>268,735</b>
Customer Service	177,915	-	-	-	177,915	500	178,415
Utility Services	321,916	758	-	-	322,674	-	322,674
GIS	135,842	-	-	-	135,842	-	135,842
Water Operations	287,959	-	-	-	287,959	14,350	302,309
Water Distribution	168,904	-	-	-	168,904	23,450	192,354
Sewer Collect & Treatmt	488,841	379	-	-	489,220	32,000	521,220
Non-Departmental	10,000	-	-	-	10,000	-	10,000
<b>Utilities Fund</b>	<b>1,591,377</b>	<b>1,137</b>	<b>-</b>	<b>-</b>	<b>1,592,514</b>	<b>70,300</b>	<b>1,662,814</b>
Solid Waste	708,817	433	-	-	709,250	29,600	738,850
Recycling	37,368	108	-	-	37,476	1,590	39,066
Non-Departmental	1,500	-	-	-	1,500	-	1,500
<b>Sanitation Fund</b>	<b>747,685</b>	<b>541</b>	<b>-</b>	<b>-</b>	<b>748,226</b>	<b>31,190</b>	<b>779,416</b>
Stormwater	216,240	108	-	-	216,348	1,000	217,348
Non-Departmental	500	-	-	-	500	-	500
<b>Stormwater Fund</b>	<b>216,740</b>	<b>108</b>	<b>-</b>	<b>-</b>	<b>216,848</b>	<b>1,000</b>	<b>217,848</b>
<b>TOTAL ALL FUNDS</b>	<b>14,210,909</b>	<b>4,818</b>	<b>164,194</b>	<b>6,000</b>	<b>14,385,921</b>	<b>818,653</b>	<b>15,204,574</b>

Social Security	Medicare	Pension Defined Benefit	Retirement Defined Contrib	Health, Dental & Life Ins.	Work Comp	Unempl. Comp	Total Benefits	FY 2019-20 TOTAL
2,564	600	-	-	131,064	76	-	134,304	175,660
16,403	3,836	52,159	12,693	30,847	540	-	116,478	387,052
12,692	2,968	-	12,455	7,394	396	-	35,905	244,403
11,836	2,768	-	12,268	50,416	423	-	77,711	300,564
7,041	1,646	22,529	5,663	13,936	227	-	51,042	170,344
18,573	4,344	67,588	8,386	84,862	659	-	184,412	531,725
8,082	1,890	22,529	6,926	7,890	253	-	47,570	180,994
172,615	40,370	924,892	20,175	585,775	77,301	-	1,821,128	5,125,193
148,383	34,702	1,253,992	-	556,925	119,077	-	2,113,079	5,087,445
32,241	7,540	67,588	21,070	99,889	21,417	-	249,745	815,701
25,556	5,977	67,588	14,004	93,121	17,531	-	223,777	658,990
25,050	5,859	45,058	-	11,381	8,268	-	95,616	507,532
31,172	7,290	67,588	20,266	105,995	14,443	-	246,754	785,439
19,555	4,573	67,588	2,939	14,479	1,085	-	110,219	433,846
9,681	2,264	22,529	4,391	14,173	302	-	53,340	212,192
5,900	1,380	67,588	-	34,234	8,553	-	117,655	229,628
6,252	1,462	-	5,275	13,386	200	-	26,575	132,065
6,512	1,523	-	6,941	33,389	219	-	48,584	156,257
5,844	1,367	45,058	-	20,088	2,076	-	74,433	175,834
17,375	4,064	45,058	13,543	101,384	9,628	-	191,052	516,132
14,163	3,312	45,058	5,704	39,061	16,136	-	123,434	359,930
9,103	2,129	22,529	5,666	35,050	13,003	-	87,480	245,458
-	-	-	-	-	-	25,000	25,000	916,711
606,593	141,864	2,906,919	178,365	2,084,739	311,813	25,000	6,255,293	18,349,095
9,961	2,329	22,529	5,694	39,995	4,726	-	85,234	242,343
-	-	-	-	-	-	-	-	24,852
13,853	3,314	90,233	-	41,611	8,660	-	157,671	426,406
13,853	3,314	90,233	-	41,611	8,660	-	157,671	426,406
9,996	2,338	22,529	7,570	39,638	338	-	82,409	260,823
18,605	4,351	67,588	12,708	67,063	3,095	-	173,410	496,084
8,185	1,914	22,529	4,771	7,088	258	-	44,745	180,586
15,504	3,626	22,529	12,140	68,238	13,426	-	135,463	437,772
9,998	2,338	67,588	2,723	52,708	16,072	-	151,427	343,781
28,322	6,623	112,647	11,317	103,960	15,280	-	278,149	799,370
-	-	-	-	-	-	-	-	10,000
90,610	21,190	315,410	51,229	338,695	48,469	-	865,603	2,528,416
38,302	8,958	135,175	21,061	181,648	49,008	-	434,152	1,173,003
1,906	446	22,529	-	10,948	2,772	-	38,601	77,667
-	-	-	-	-	-	-	-	1,500
40,208	9,404	157,704	21,061	192,596	51,780	-	472,753	1,252,170
12,442	2,910	45,058	5,198	47,141	21,887	-	134,636	351,983
-	-	-	-	-	-	-	-	500
12,442	2,910	45,058	5,198	47,141	21,887	-	134,636	352,483
773,667	181,011	3,537,853	261,547	2,744,777	447,335	25,000	7,971,190	23,175,766

state contribution police 181,576  
state contribution fire 195,017

22,799,173

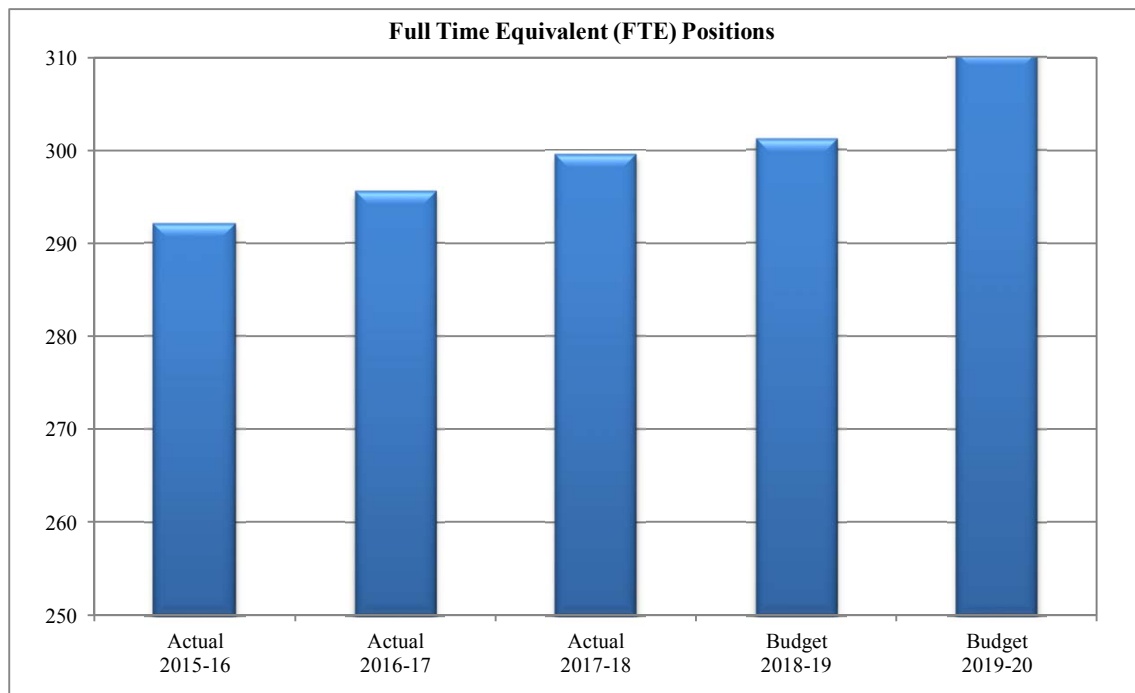
# CITY OF FORT WALTON BEACH, FL

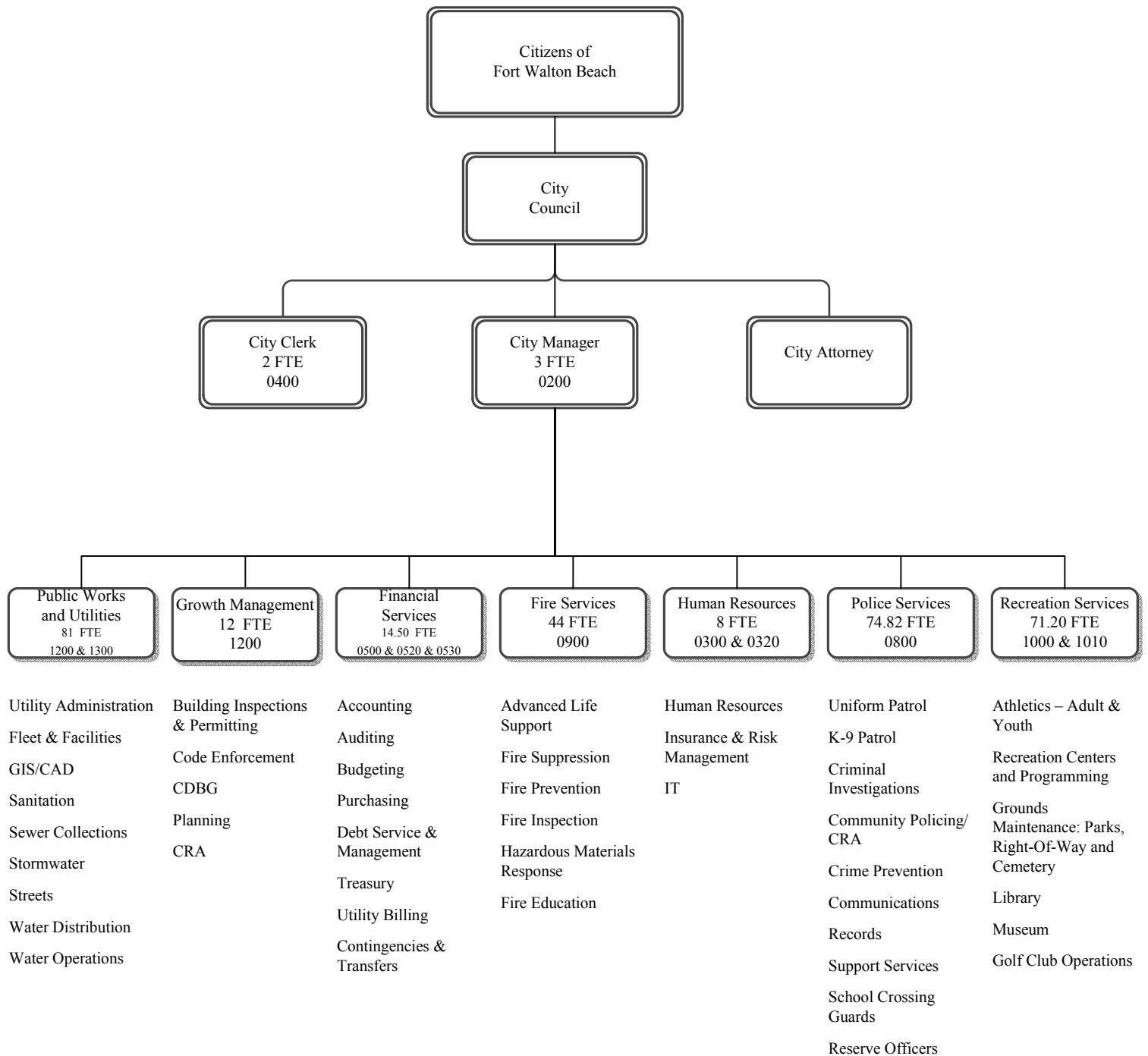
## Full Time Equivalent (FTE) Position Summary

Department	Actual			Budget 2018-19	Mid Year Changes		Budget 2019-20
	2015-16	2016-17	2017-18				
City Manager	5.00	3.00	3.00	3.00	0.00		3.00
Human Resources	3.60	5.60	8.70	8.70	(0.70)	(a)	8.00
City Clerk	2.50	2.50	2.40	2.40	(0.40)	(b)	2.00
Financial Services	15.50	14.50	14.50	14.50	0.00		14.50
Police Services	61.90	66.90	70.90	71.82	3.00	(c)	74.82
Fire Services	37.00	37.00	37.00	37.00	7.00	(d)	44.00
Recreation Services	71.53	70.08	68.03	70.73	0.47	(e)	71.20
Growth Management	0.00	0.00	41.00	41.00	(29.00)	(f)	12.00
Public Works & Utility Svcs	95.00	96.00	54.00	52.00	29.00	(g)	81.00
<b>Total Funded FTE's</b>	<b>292.03</b>	<b>295.58</b>	<b>299.53</b>	<b>301.15</b>	<b>9.37</b>		<b>310.52</b>
Frozen/Unfunded FTE's							
<b>Total Authorized FTE's</b>	<b>292.03</b>	<b>295.58</b>	<b>299.53</b>	<b>301.15</b>	<b>9.37</b>		<b>310.52</b>

### 2019-20 Budget Changes

- (a) Eliminated PT Admin Position
- (b) Eliminated PT Admin Position
- (c) Added (3) Police Officer Positions
- (d) Added (1) Asst Fire Chief, (3) Driver Engineers, (3) Firefighters
- (e) Combined & eliminated PT positions through out Recreation Services
- (f) Department Re-Organization
- (g) Department Re-Organization



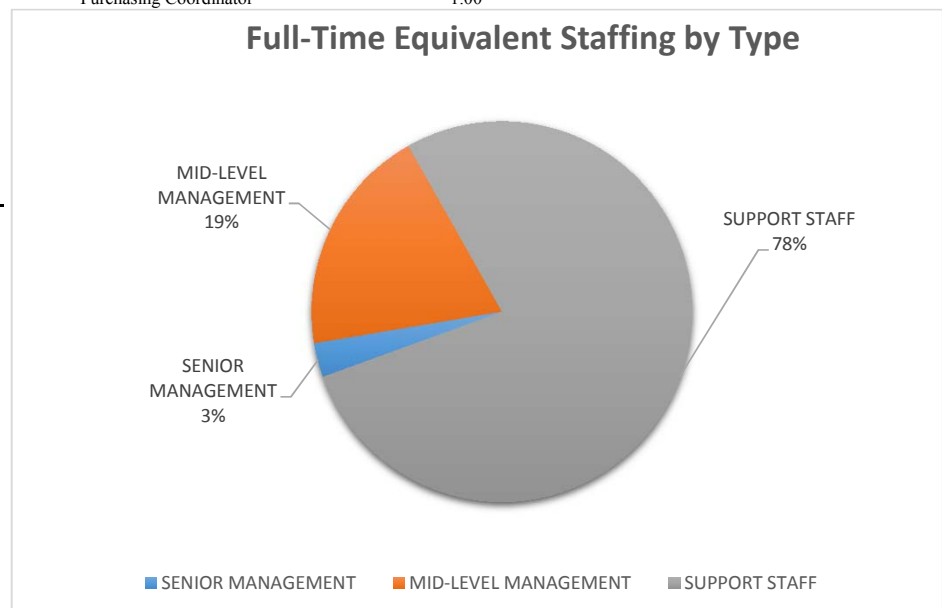


### Authorized Full-Time Equivalents

	BUDGET
<u>MID-LEVEL MANAGEMENT</u>	2019-20
Assistant Fire Chief	1.00
Battalion Chief	3.00
Budget & Grants Analyst	1.00
Building Code Official	1.00
Cemetery Supervisor	1.00
City Engineer	1.00
Communications Supervisor	1.00
Comptroller	1.00
Fire Captain	7.00
Fire Marshal	1.00
Fleet Shop Foreman	1.00
Fleet Supervisor	1.00
Foreman	5.00
GIS CAD Supervisor	1.00
Golf Course Maintenance Manager	1.00
Golf Course Operations Manager	1.00
Golf Course Operations Supervisor	1.00
Grounds Maintenance Supervisor	1.00
Human Resources Supervisor	1.00
Information Technology Manager	1.00
Lead Equipment Mechanic	1.00
Library Manager	1.00
Maintenance Supervisor	1.00
Museum Manager	1.00
Planning Supervisor	1.00
Police Major	1.00
Police Lieutenant	2.00
Police Sergeant	8.00
Records Supervisor	1.00
Recreation Coordinator	1.00
Recreation Program Supervisor	1.00
Recreation Supervisor	2.50
Sanitation Foreman	1.00
Sanitation Supervisor	1.00
Sewer Collection Supervisor	1.00
Stormwater & Streets Supervisor	1.00
Utilities Billing Supervisor	1.00
Utilities Supervisor	1.00
Water Distribution Foreman	1.00
Water Operations Supervisor	1.00
FTE TOTAL	60.50
% of Total Staff	19%

<b>SUPPORT STAFF</b>	<b>BUDGET</b>
<b><u>(TECHNICAL &amp; SERVICE DELIVERY)</u></b>	<b><u>2019-20</u></b>
Public Information Officer	1.00
Public Safety Quartermaster	1.00
Purchasing Agent	1.00
Records Clerk	1.00
Records Clerk II	1.00
Recreation Specialist	3.80
Reserve Police Officer	0.72
Sanitation Operator	8.00
School Crossing Guard	0.92
Senior Accounting Technician	1.00
Senior Code Enforcement Inspector	1.00
Senior Sanitation Operator	8.00
Senior Traffic Technician	1.00
Service Worker I	22.00
Service Worker II	14.00
Sewer Collections System Tech	3.00
Sewer Equipment Operator	1.00
Small Engine Mechanic	1.00
Street Sweeper Operator	1.00
Survey Chief	1.00
Survey Specialist	1.00
Traffic Technician	1.00
Utilities Billing Specialist	2.00
Utilities Inspector	1.00
Wastewater Pretreatment Coordinator	1.00
Water Treatment Operator	3.00
Water Treatment Operator Assistant	1.00
Welder	1.00
<b>FTE TOTAL</b>	<b>241.02</b>
<b>% of Total Staff</b>	<b>78%</b>

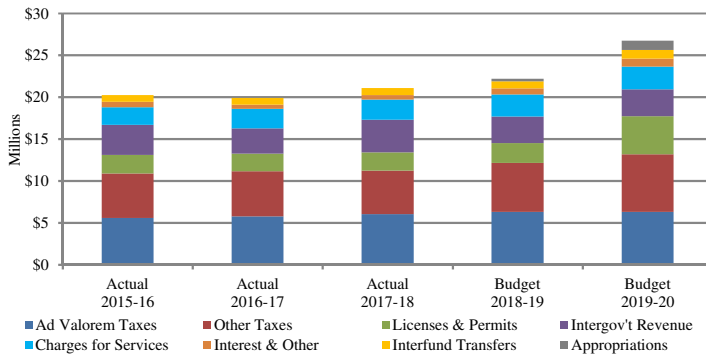
FULL TIME EQUIVALENT TOTAL	310.52
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## General Fund

The General Fund encompasses 53.2% of the City's activities and services and accounts for all financial resources not accounted for in other funds. Services such as police and fire protection, code enforcement, recreation, grounds maintenance, streets, along with internal support functions such as human resources, finance, purchasing, information technology, and fleet and facility maintenance are funded here.

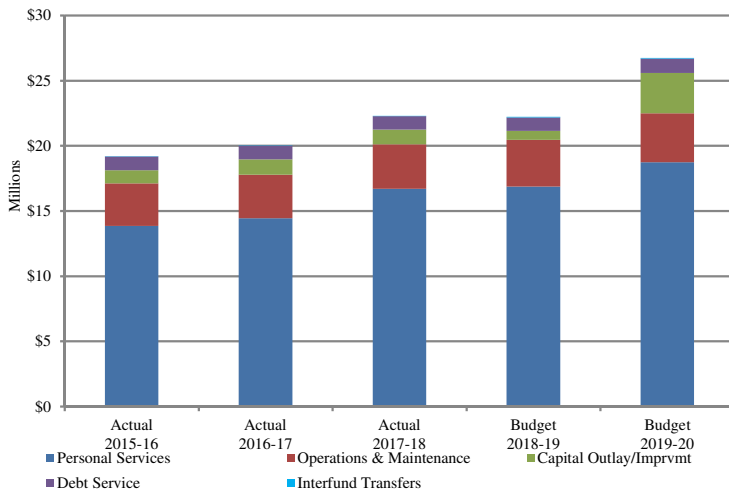
### Revenue Highlights



	Budget 2019-20	\$ Change	% Change
Ad Valorem Taxes	6,293,119	-	0.0%
Other Taxes	6,885,912	1,018,484	17.4%
Licenses & Permits	4,535,934	2,175,958	92.2%
Intergov't Revenue	3,235,874	64,161	2.0%
Charges for Services	2,701,972	72,298	2.7%
Interest & Other	960,433	251,112	35.4%
Interfund Transfers In	998,325	150,952	17.8%
Use of Reserves	1,118,639	786,474	236.8%
	<u>\$26,730,208</u>	<u>\$4,519,440</u>	<u>20.3%</u>

- The budget is predicated on reducing the millage (Ad Valorem) rate to the rolled-back rate of 5.6395 mills. One mill equals \$1 per \$1,000 of taxable property value.

### Expenditure Highlights



	Budget 2019-20	\$ Change	% Change
Personal Services	18,728,332	1,856,644	11.0%
Operations & Maintenance	3,761,698	173,071	4.8%
Capital Outlay/Imprvmt	3,094,649	2,425,704	362.6%
Debt Service	1,104,546	61,960	5.9%
Interfund Transfers Out	40,983	2,061	5.3%
Replenish Reserves	0	0	0.0%
	<u>\$26,730,208</u>	<u>\$4,519,440</u>	<u>20.3%</u>

- The personal services increase is attributable to pay and classification changes related to internal equity and compression, increasing the City's (thereby decreasing the employees') contribution to insurance coverage, and enhancing public safety.
- Operating expenses increased due to increasing cost of utilities, as well as maintaining sustainable operations.
- Capital Outlay increased due to the 1/2 cent sales tax projects, funding of which was approved by Okaloosa County voters in November 2018.



# 001 GENERAL FUND - REVENUES

Actual				Budget			
2015-16	2016-17	2017-18	2018-19 Adopted			2019-20 Adopted	% Change
5,585,021	5,779,257	6,022,855	6,293,118	0500-311-1000	Ad Valorem Taxes	6,293,119	0.00%
\$ 5,585,021	\$ 5,779,257	\$ 6,022,855	\$ 6,293,118		Total Ad Valorem Taxes	\$ 6,293,119	0.00%
567,081	569,363	601,461	596,456	0500-312-4100	Local Option Fuel Tax	564,433	-5.37%
257,378	256,935	272,487	310,959	0500-312-4200	Local Option Fuel Tax - 2nd	263,278	-15.33%
-	-	-	-	0500-312-6010	Local Discretionary Sales SurTax	1,600,000	100.00%
181,303	190,399	-	181,576	0800-312-5200	Insurance Premium Tax - Police Pension	181,576	0.00%
201,904	204,568	-	204,568	0900-312-5100	Insurance Premium Tax - Fire Pension	195,017	-4.67%
\$ 1,207,666	\$ 1,221,264	\$ 873,948	\$ 1,293,559		Total Other Taxes	\$ 2,804,304	116.79%
2,217,751	2,266,788	2,387,745	2,549,995	0500-314-1000	Electric	2,200,140	-13.72%
295,413	307,533	308,341	337,471	0500-314-3000	Water	317,467	-5.93%
213,377	211,915	255,125	266,625	0500-314-4000	Gas	280,013	5.02%
8,703	8,909	10,076	10,595	0500-314-8000	Propane	9,658	-8.84%
\$ 2,735,244	\$ 2,795,145	\$ 2,961,287	\$ 3,164,686		Total Utility Taxes	\$ 2,807,278	-11.29%
1,196,695	1,167,714	1,220,739	1,210,512	0500-315-1000	Communications Services Tax	1,106,236	-8.61%
\$ 1,196,695	\$ 1,167,714	\$ 1,220,739	\$ 1,210,512		Total Communications Services Tax	\$ 1,106,236	-8.61%
162,948	188,612	153,285	196,161	0500-316-1000	Business Tax Receipts	168,094	-14.31%
3,218	3,541	3,381	2,500	0500-316-1010	Penalties - Business Tax Receipts	-	-100.00%
-	66	-	10	0500-316-1020	Transfer Fees	-	-100.00%
\$ 166,166	\$ 192,219	\$ 156,666	\$ 198,671		Total Business Tax Receipts	\$ 168,094	-15.39%
\$ 10,890,793	\$ 11,155,600	\$ 11,235,494	\$ 12,160,546		TOTAL TAXES	\$ 13,179,031	8.38%
2,002,283	1,840,308	1,895,071	2,061,671	0500-323-1000	Electric	1,753,985	-14.92%
179,611	171,240	213,274	247,721	0500-323-4000	Gas	236,787	-4.41%
20,526	22,661	22,759	23,923	0500-323-7000	Solid Waste - Host Fee	22,952	-4.06%
\$ 2,202,421	\$ 2,034,209	\$ 2,131,104	\$ 2,333,315		Total Franchise Fees	\$ 2,013,724	-13.70%
598	598	1,624	940	1240-325-1002	Girard Avenue	940	0.01%
2,045	2,045	2,045	3,432	1240-325-1003	Stokes Avenue	3,432	0.01%
				0900-322-2010	Fire Assessment Fee	2,500,000	100.00%
\$ 2,644	\$ 2,644	\$ 3,670	\$ 4,373		Total Special Assessments	\$ 2,504,373	100.00%
303	135	-	100	0800-329-4000	Taxi Permit/Bicycle License	100	0.00%
3,697	4,534	-	3,445	0900-329-2010	Fire Safety Plan Review	-	-100.00%
12,953	30,769	14,787	16,087	1205-329-1001	Zoning/Variances Fees	13,796	-14.24%
4,484	7,426	4,533	2,031	1205-329-2000	Zoning Site Plan Review	3,427	68.73%
-	-	363	625	1205-329-9010	Licenses & Registrations - Golf Cart	514	-17.76%
\$ 21,437	\$ 42,864	\$ 19,682	\$ 22,288		Total Other Licenses & Permits	\$ 17,837	-19.97%
\$ 2,226,501	\$ 2,079,717	\$ 2,154,456	\$ 2,359,976		TOTAL LICENSES & PERMITS	\$ 4,535,934	92.20%
21,256	29,107	32,319	31,000	0500-333-1000	Housing Authority	31,000	0.00%
\$ 21,256	\$ 29,107	\$ 32,319	\$ 31,000		Total Federal Payments In Lieu of Taxes	\$ 31,000	0.00%
687,864	-	-	-	1592-331-1200	Federal Grants	-	0.00%
\$ 687,864	\$ -	\$ -	\$ -		Total Federal Grants	\$ -	0.00%
-	-	831,270	-	334	State Grants	-	0.00%
\$ -	\$ -	\$ 831,270	\$ -		Total State Grants	\$ -	0.00%
814,991	864,789	896,364	874,165	0500-335-1221	Municipal Revenue Sharing	916,860	4.88%
9,630	10,890	10,318	15,485	0500-335-1400	Mobile Home Licenses	12,189	-21.28%
39,271	48,770	42,711	82,975	0500-335-1500	Alcoholic Beverage License	44,399	-46.49%
1,882,694	1,966,542	2,067,353	2,053,848	0500-335-1800	Sales Tax 1/2 - 5th Cent	2,119,076	3.18%
9,190	10,713	-	10,790	0900-335-2100	Fire Supplemental Compensation	9,096	-15.70%
\$ 2,755,776	\$ 2,901,704	\$ 3,016,745	\$ 3,037,263		Total State Shared Revenues	\$ 3,101,620	2.12%

# 001 GENERAL FUND - REVENUES

Actual				Budget			
2015-16	2016-17	2017-18	2018-19 Adopted			2019-20 Adopted	% Change
74,626	79,687	-	73,596	1500-337-7000	Library Cooperative Funding	81,376	10.57%
\$ 74,626	\$ 79,687	\$ -	\$ 73,596		Total Other Grants	\$ 81,376	10.57%
25,467	28,057	28,189	29,854	0500-338-1000	County Business Tax Receipt - Municipality Share	21,878	-26.72%
\$ 25,467	\$ 28,057	\$ 28,189	\$ 29,854		Total Local Shared Revenues	\$ 21,878	-26.72%
\$ 3,564,988	\$ 3,038,555	\$ 3,908,524	\$ 3,171,713		TOTAL INTERGOVERNMENTAL REVENUE	\$ 3,235,874	2.02%
-	225	175	300	0500-341-3000	Administrative Fee - Returned Checks	50	-83.33%
4,525	4,600	6,143	450	1060-341-9110	Passport Fees - Library	450	0.00%
800	975	835	250	1070-341-9110	Passport Fees - Museum	250	0.00%
4,200	5,560	4,380	6,720	1200-341-3001	Overhead Banner Installation Fee	11,571	72.19%
-	-	-	5	1200-341-9310	Engineering Drawings	-	-100.00%
709	666	191	210	1230-341-9330	Special Events - Barricades, Orange Cones	205	-2.38%
334	-	250	500	1230-341-9600	Sign Shop Sales	500	0.00%
-	10,649	16,456	11,264	1500-341-3010	Admin Service Fees - Documents	12,507	11.04%
-	200	-	200	1500-341-9120	Election Qualifying Fees	-	-100.00%
417	750	4,196	100	1500-341-9300	Photo Copies/Certifying	396	296.00%
\$ 10,986	\$ 23,625	\$ 32,626	\$ 19,999		Total General Government	\$ 25,929	29.65%
2,364	3,005	-	2,387	0800-342-1000	Law Enforcement Services	3,263	36.70%
7,504	9,016	-	5,376	0800-342-1300	Police Special Events	-	-100.00%
4,759	4,440	-	4,415	0800-342-1800	Photo Copies	5,504	24.67%
675	1,125	-	945	0900-342-2200	Safety Permits & Licenses	1,389	46.94%
21,863	21,506	-	26,734	0900-342-2700	Annual Safety Inspection Fees	20,312	-24.02%
\$ 37,165	\$ 39,091	\$ -	\$ 39,857		Total Public Safety	\$ 30,468	-23.56%
129,750	126,360	176,790	194,610	1080-343-8000	Sale of Lots	204,917	5.30%
10,560	9,565	2,790	5,580	1080-343-8100	Crypt Sales	8,082	44.84%
9,715	23,215	10,235	6,870	1080-343-8200	Niche Sales	20,788	202.59%
24,435	21,150	17,120	21,490	1080-343-8300	Weekend/Holidays Interments	22,431	4.38%
167,355	160,160	143,250	160,620	1080-343-8400	Openings/Closings	178,217	10.96%
-	-	-	1,684	1080-343-8500	Transfer Fees	488	-71.02%
\$ 341,815	\$ 340,450	\$ 350,185	\$ 390,854		Total Cemetery	\$ 434,923	11.28%
43,774	43,774	43,774	43,774	1010-344-9007	DOT Right-of-Way Maintenance Contract	43,774	0.00%
6,950	12,130	11,833	8,640	1240-343-9100	Cut Paved Surface/Curb	8,640	0.00%
99,946	102,946	106,035	106,035	1240-344-9008	DOT Lighting Maintenance Contract	113,543	7.08%
63,688	93,274	95,599	98,504	1240-344-9009	DOT Traffic Signal Maintenance Contract	99,716	1.23%
\$ 150,670	\$ 158,850	\$ 161,641	\$ 256,953		Total Transportation	\$ 265,673	3.39%
129,996	133,735	116,827	133,735	1000-347-2000	Program Revenue	111,011	-16.99%
38,540	37,244	43,046	37,244	1000-347-2011	Program Revenue - Not City Staff Provided	48,201	29.42%
31,675	31,120	41,015	36,001	1000-347-2100	Sponsorship Revenue	44,494	23.59%
18,363	21,357	19,487	21,071	1000-347-2200	Rental - Auditorium, Rec Centers, etc	16,572	-21.35%
16,525	20,775	16,560	12,980	1000-347-2210	Rentals tax-exempt - Auditorium, Rec Centers, etc	23,012	77.29%
-	-	-	-	1000-347-2300	Concession Revenue	-	0.00%
-	-	-	46,884	1000-347-2500	Memberships	44,480	-5.13%
2,240	2,030	2,100	2,100	1000-347-4030	Holiday Parade Entry Fee	1,750	-16.67%
\$ 237,338	\$ 246,261	\$ 239,036	\$ 290,015		Total Recreation	\$ 289,520	-0.17%
39,664	35,957	31,450	35,957	1010-347-2200	Rentals - Liza Jackson	16,245	-54.82%
14,530	17,314	8,926	17,314	1010-347-2210	Rentals tax-exempt - Liza Jackson	8,727	-49.60%
-	-	1,890	25	1010-347-4020	Spec Evt tax-exempt - Landing	-	-100.00%
\$ 54,194	\$ 53,271	\$ 42,267	\$ 53,296		Total Parks	\$ 24,972	-53.14%
530,014	600,422	677,330	646,155	1040-347-5000	Greens Fees	670,353	3.74%
2,960	3,228	436	500	1040-347-5020	Tournament Fees	510	2.00%

# 001 GENERAL FUND - REVENUES

Actual				Budget			
2015-16	2016-17	2017-18	2018-19 Adopted			2019-20 Adopted	% Change
-	42,695	49,086	25,389	1040-347-5025	Tournament Fees - Tax Exempt	28,955	14.05%
-	-	-	65,383	1040-347-5099	Golf.Now Green Fees	65,383	0.00%
94,104	104,647	109,776	104,599	1040-347-5100	Membership Fees	107,737	3.00%
452,371	500,332	559,183	483,952	1040-347-5200	Golf Cart Rental	508,925	5.16%
632	623	458	792	1040-347-5210	Pull Cart Rental	322	-59.34%
-	-	-	49,208	1040-347-5299	Golf.Now Golf Cart Fees	49,208	0.00%
56,016	59,092	60,620	57,838	1040-347-5300	Driving Range	54,051	-6.55%
73,438	66,113	28,524	28,578	1040-347-5400	Rental and Lease Income - Restaurant & Pro Shop	24,993	-12.54%
2,160	2,070	2,190	1,890	1040-347-5510	GHIN Handicapping Service	3,134	65.82%
5,307	4,694	6,741	6,952	1040-347-5900	League Play	9,134	31.39%
-	-	-	31,415	1040-347-5900	Merchandise Sales	28,229	-10.14%
(57)	(98)	(188)	50	1040-347-5920	Cash Over/(Under)	150	200.00%
<b>\$ 1,216,947</b>	<b>\$ 1,383,819</b>	<b>\$ 1,494,156</b>	<b>\$ 1,502,701</b>	<b>Total Golf Club</b>		<b>\$ 1,551,084</b>	<b>3.22%</b>
1,710	1,865	1,850	3,660	1060-347-1000	Library Fees	3,660	0.00%
6,985	5,899	6,323	6,432	1060-347-1010	Photo Copy Revenue	6,432	0.00%
75	225	125	150	1060-347-1210	Rentals - Taxable	171	14.00%
-	50	-	-	1060-347-1220	Rentals - Tax Exempt	-	0.00%
<b>\$ 8,770</b>	<b>\$ 8,039</b>	<b>\$ 8,298</b>	<b>\$ 10,242</b>	<b>Total Library</b>		<b>\$ 10,263</b>	<b>0.21%</b>
-	78	-	-	1070-347-2000	Program Revenue	-	0.00%
30,297	31,677	34,233	26,990	1070-347-3500	Admission Fees	28,744	6.50%
30,124	27,424	31,313	26,508	1070-347-3510	Merchandise Sales	27,646	4.29%
8,944	8,154	9,872	10,518	1070-347-3520	Fees - Tax Exempt	11,616	10.44%
-	1,307	1,439	1,741	1070-347-3610	Memberships	1,134	-34.85%
<b>\$ 69,365</b>	<b>\$ 68,640</b>	<b>\$ 76,856</b>	<b>\$ 65,757</b>	<b>Total Museum</b>		<b>\$ 69,140</b>	<b>5.14%</b>
<b>\$ 2,127,249</b>	<b>\$ 2,322,046</b>	<b>\$ 2,405,065</b>	<b>\$ 2,629,674</b>	<b>TOTAL CHARGES FOR SERVICES</b>		<b>\$ 2,701,972</b>	<b>2.75%</b>
38,980	38,831	-	30,210	0800-351-5000	Traffic Fines	41,665	37.92%
21,058	20,959	-	16,006	0800-351-5030	Traffic Fines - Law Enforcement Automation	19,911	24.40%
<b>\$ 60,037</b>	<b>\$ 59,790</b>	<b>\$ -</b>	<b>\$ 46,216</b>	<b>Total Traffic Fines</b>		<b>\$ 61,576</b>	<b>33.23%</b>
11,529	10,229	9,704	1,000	1060-352-1000	Library Fines	-	-100.00%
136	302	229	157	1060-352-1010	Lost Publications	518	229.92%
<b>\$ 11,665</b>	<b>\$ 10,531</b>	<b>\$ 9,934</b>	<b>\$ 1,157</b>	<b>Total Library Fines</b>		<b>\$ 518</b>	<b>-55.23%</b>
(60)	875	-	240	0800-354-1100	Parking Citations	231	-3.57%
950	1,650	-	1,150	0800-354-1200	False Alarm Fines - Police	1,243	8.09%
29,440	37,394	28,762	41,731	1217-354-1000	Code Enforcement - Fines	38,136	-8.61%
12,686	8,500	4,465	5,467	1217-354-1010	Code Enforcement - Fees	2,991	-45.29%
<b>\$ 43,016</b>	<b>\$ 48,419</b>	<b>\$ 33,227</b>	<b>\$ 48,588</b>	<b>Total Violations of Local Ordinances</b>		<b>\$ 42,601</b>	<b>-12.32%</b>
<b>\$ 114,719</b>	<b>\$ 118,740</b>	<b>\$ 43,160</b>	<b>\$ 95,961</b>	<b>TOTAL FINES &amp; FORFEITURES</b>		<b>\$ 104,695</b>	<b>9.10%</b>
150,166	29,006	24,332	247,500	1500-361-1000	Interest Income	500,000	102.02%
7,731	6,110	21,823	10,500	1500-361-2000	Dividend Income	10,500	0.00%
<b>\$ 157,897</b>	<b>\$ 35,116</b>	<b>\$ 46,155</b>	<b>\$ 258,000</b>	<b>Total Interest Income</b>		<b>\$ 510,500</b>	<b>97.87%</b>
6,026	4,730	3,925	2,484	1010-362-1000	Rentals & Leases	2,636	6.12%
24,764	26,568	26,568	26,568	1040-362-2010	Rental and Lease Income - Golf Tower	26,568	0.00%
213,753	211,348	223,681	279,348	1500-362-1000	Rental and Lease Income	269,073	-3.68%
<b>\$ 244,543</b>	<b>\$ 242,646</b>	<b>\$ 254,174</b>	<b>\$ 308,400</b>	<b>Total Rents and Royalties</b>		<b>\$ 298,277</b>	<b>-3.28%</b>
-	1,474	10,227	-	0800-366-1000	Contributions/Donations - Police	-	0.00%
-	1,750	750	-	0800-366-3010	Designated Donations	-	0.00%
-	1,217	1,853	-	0900-366-1060	Contributions/Donations - Fire	-	0.00%
-	14,173	-	-	1000-366-1000	Contributions/Donations - Recreation	-	0.00%

# 001 GENERAL FUND - REVENUES

Actual				Budget		
2015-16	2016-17	2017-18	2018-19 Adopted		2019-20 Adopted	% Change
-	2,679	-	-	1000-366-2010 Contributions/Donations - Recreation	-	0.00%
-	7,500	-	-	1000-366-3010 Designated Donations - Recreation	-	0.00%
45,000	-	-	-	1010-366-1000 Contributions/Donations - Parks	-	0.00%
6,762	-	-	-	0310-366-1026 Contributions/Donations - HR Safety Program	-	0.00%
-	-	-	-	1020-366-1000 Contributions/Donations - Senior Center	-	0.00%
-	4,704	5,144	-	1060-366-2010 Contributions/Donations - Library	-	0.00%
13,782	930	1,015	-	1070-366-2010 Contributions/Donations - Museum	-	0.00%
-	1,012	-	-	1070-366-3010 Designated Donations - Museum	-	0.00%
-	-	-	-	1200-366-1000 Contributions/Donations - Engineering	-	0.00%
16,175	17,211	1,350	-	1500-366-1000 Contributions/Donations - General	-	0.00%
28,891	2,700	20,000	-	1500-366-6000 Contributions/Donations - Capital	-	0.00%
<b>\$ 110,610</b>	<b>\$ 55,350</b>	<b>\$ 40,340</b>	<b>\$ -</b>	<b>Total Contributions/Donations</b>	<b>\$ -</b>	<b>0.00%</b>
-	21,734	-	-	0800-369-9000 Abandoned Property	-	0.00%
1,418	1,048	1,574	1,600	0000-369-9091 Discounts	1,600	0.00%
-	-	97,568	-	1500-369-3000 Proceeds - Insurance	-	0.00%
360	360	360	360	1500-369-5000 Proceeds - Sales Tax Credit	360	0.00%
18,392	35,725	57,246	45,000	1500-369-9000 Miscellaneous	45,000	0.00%
<b>\$ 20,170</b>	<b>\$ 58,866</b>	<b>\$ 156,749</b>	<b>\$ 46,960</b>	<b>Total Other Revenues</b>	<b>\$ 46,960</b>	<b>0.00%</b>
<b>\$ 533,220</b>	<b>\$ 391,978</b>	<b>\$ 497,417</b>	<b>\$ 613,360</b>	<b>TOTAL INTEREST &amp; OTHER REVENUES</b>	<b>\$ 855,737</b>	<b>39.52%</b>
20,364	20,217	-	-	1600-381-2400 Transfer from Beal Memorial Cemetery Fund	34,000	100.00%
619,771	618,208	642,721	642,721	1600-382-4100 Transfer from Utilities Fund	675,889	5.16%
136,074	143,531	146,401	146,401	1600-382-4300 Transfer from Sanitation Fund	227,619	55.48%
-	-	58,251	58,251	1600-382-4500 Transfer from Stormwater Fund	60,816	4.40%
<b>\$ 776,209</b>	<b>\$ 781,956</b>	<b>\$ 847,373</b>	<b>\$ 847,373</b>	<b>Total Interfund Transfers</b>	<b>\$ 998,325</b>	<b>17.81%</b>
-	-	-	-	1500-384-1075 Proceeds from Debt	-	0.00%
<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>Total Proceeds from Debt/Loans</b>	<b>\$ -</b>	<b>0.00%</b>
-	-	-	153,318	1600-389-9100 Appropriation from Unassigned Fund Balance	-	-100.00%
-	-	-	12,007	1600-389-9500 Approp. from Assigned Fund Balance (Vehicle/Equip Maint)	-	-100.00%
-	-	-	166,839	1600-389-9500 Approp. from Assigned Fund Balance (Building Maint)	-	-100.00%
-	-	-	-	1600-389-9600 Approp. from Restricted Fund Balance - 1/2 Cent Sales Tax	1,118,639	100.00%
<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 332,164</b>	<b>Total Non-Operating Sources</b>	<b>\$ 1,118,639</b>	<b>236.77%</b>
<b>\$ 776,209</b>	<b>\$ 781,956</b>	<b>\$ 847,373</b>	<b>\$ 1,179,537</b>	<b>TOTAL TRANSFERS IN</b>	<b>\$ 2,116,964</b>	<b>79.47%</b>
<b>\$ 20,233,680</b>	<b>\$ 19,888,591</b>	<b>\$ 21,091,491</b>	<b>\$ 22,210,768</b>	<b>TOTAL FUND REVENUES</b>	<b>\$ 26,730,208</b>	<b>20.35%</b>

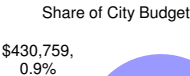
**001 GENERAL FUND - 0100 CITY COUNCIL**

Actual				Budget	
2015-16	2016-17	2017-18	2018-19 Adopted	2019-20 Adopted	% Change
<u>Revenues:</u>					
-	-	-	200	-	-100.00%
-	-	-	-	-	0.00%
\$ -	\$ -	\$ -	\$ 200	\$ -	-100.00%
<b>TOTAL REVENUES</b>					
<u>Personal Services:</u>					
39,450	40,319	40,708	41,243	41,356	0.28%
2,452	2,506	2,536	2,557	2,564	0.26%
573	586	593	598	600	0.26%
79,706	103,574	121,032	154,090	131,064	-14.94%
64	64	77	73	76	4.08%
\$ 122,246	\$ 147,049	\$ 164,946	\$ 198,561	\$ 175,660	-11.53%
<u>Operating Expenditures:</u>					
2,358	995	166,857	-	-	0.00%
67,698	94,704	-	98,000	98,000	0.00%
82,710	82,710	82,710	82,710	82,710	0.00%
12,245	7,487	5,727	14,000	12,000	-14.29%
96	106	118	99	117	18.18%
-	500	-	-	-	0.00%
25	-	-	100	100	0.00%
-	-	-	1,000	1,000	0.00%
-	13,320	-	17,600	-	-100.00%
56	-	-	-	-	0.00%
5,528	12,551	2,992	5,583	8,000	43.29%
27	115	-	800	800	0.00%
4,062	4,477	4,309	4,478	3,074	-31.35%
7,220	5,388	4,246	5,000	7,000	40.00%
<u>Non-Operating:</u>					
41,949	41,940	42,430	41,917	42,298	0.91%
\$ 223,974	\$ 264,293	\$ 309,389	\$ 271,287	\$ 255,099	-5.97%
<u>Debt Service</u>					
182	182	182	186	-	-100.00%
\$ 182	\$ 182	\$ 182	\$ 186	\$ -	-100.00%
\$ 346,402	\$ 411,524	\$ 474,517	\$ 470,034	\$ 430,759	-8.36%
\$ (346,402)	\$ (411,524)	\$ (474,517)	\$ (469,834)	\$ (430,759)	-8.32%
<b>NET REVENUE / (EXPENSE)</b>					

# CITY COUNCIL

## DESCRIPTION

The City Council is the legislative body of the City. It is comprised of the Mayor and seven Council members, elected on a citywide basis in odd years for four-year, staggered terms. City Council meets on the second and fourth Tuesday of each month at 6:00pm in the Council Chambers located at City Hall. The City Council appoints the City Manager, City Clerk, City Attorney, and members of Boards and Committees, as well as adopts ordinances and resolutions setting City policy. City Council's primary responsibility is to shape public policy in order to achieve the citizens' desires for the future. As time passes, the complexion of a community, its residents, and leaders change, as do the priorities of the community. There is probably no more daunting task that any community faces than planning for its future and identifying future priorities. The Strategic Plan is a multiyear plan and the budget process determines which parts of the plan receive resources each year. Each Strategic Plan Objective falls in line with the City's Vision, Mission Statement and Core Values.







## MISSION

To enhance and protect the Community by providing quality services.

## VISION

The City of Fort Walton Beach: a recognized leader in the provision of Community Service.

# STRATEGIC PLAN FY20

Plan Initiative	Plan Objective	Status
	#1 Safe and Livable Community for Citizens	Quality of Life Survey Data, Crime Stats, Traffic Injury Stats, Pedestrian and Bike Safety, and Reducing Congestion.
	#2 A Government that Maximizes the City	Budget, Tax Revenue, and Population Stats
	#3 Support Intelligent Growth	City Population Data, Percentage of People Under 25, Building Permits and Parks and Recreation Data.
	#4 Maintain a Well-Trained, Talented and Engaged Municipal Workforce	Employee Engagement and Turnover.

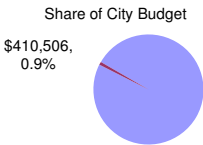
# 001 GENERAL FUND - 0200 CITY MANAGER

Actual				Budget			
2015-16	2016-17	2017-18	2018-19 Adopted		2019-20 Adopted	% Change	
				<u>Revenues:</u>			
				Division Does Not Generate Revenue			
\$	-	\$	-	\$	-	0.00%	TOTAL REVENUES
				<u>Personal Services:</u>			
3.00	3.00	3.00	3.00	<i>Number of Funded Employees (FTE's)</i>	3.00		
140,330	131,293	128,715	130,780	512-1100 Executive Salaries	134,154	2.58%	
78,974	99,917	106,096	113,367	512-1200 Regular Salaries	136,149	20.10%	
108	54	-	-	512-1201 Service Awards	271	100.00%	
13,205	13,676	14,730	15,395	512-2100 FICA Taxes	16,403	6.55%	
3,269	3,419	3,607	3,600	512-2101 Medicare	3,836	6.56%	
61,776	75,914	130,370	112,507	512-2200 Retirement Contributions	52,159	-53.64%	
2,010	2,159	2,350	2,667	512-2204 Retirement Contributions - DC Plan	5,593	109.72%	
6,645	6,698	6,867	6,921	512-2210 Deferred Compensation	7,100	2.59%	
15,486	17,498	17,948	20,268	512-2300 Dental, Life & Health Insurance	30,847	52.19%	
398	412	491	490	512-2400 Worker's Compensation	540	10.28%	
\$ 322,201	\$ 351,040	\$ 411,174	\$ 405,996	Total Personal Services	\$ 387,052	-4.67%	
				<u>Operating Expenditures:</u>			
500	1,475	6,764	8,688	512-3100 Professional Services	4,788	-44.89%	
5,443	7,814	3,395	4,150	512-4000 Travel and Per Diem	6,950	67.47%	
1,511	1,949	1,616	1,674	512-4100 Communication Services	1,592	-4.89%	
101	24	36	155	512-4200 Postage	155	0.00%	
-	-	6	-	512-4620 Vehicle / Maintenance Repair	75	100.00%	
120	117	73	120	512-4700 Printing & Binding	65	-45.83%	
142	369	-	-	512-4800 Promotional Activities	-	0.00%	
199	-	-	200	512-5100 Office Supplies	200	0.00%	
2,481	4,226	2,342	3,956	512-5200 Operating Supplies	3,568	-9.81%	
-	-	206	-	512-5204 Fuel & Oil	500	100.00%	
104	109	-	300	512-5210 Uniform Expense	300	0.00%	
2,046	333	120	-	512-5231 Computer Hardware/Software	-	0.00%	
3,299	3,328	3,181	3,542	512-5400 Books, Dues & Publications	3,250	-8.24%	
3,517	3,817	1,936	1,960	512-5500 Training	2,010	2.55%	
\$ 18,963	\$ 22,086	\$ 19,675	\$ 24,745	Total Operating Expenditures	\$ 23,453	-5.22%	
				<u>Capital Outlay:</u>			
-	-	25,135	-	512-6404 Trucks	-	0.00%	
\$ -	\$ -	\$ 25,135	\$ -	Total Capital Outlay	\$ -	0.00%	
				<u>Debt Service</u>			
554	545	545	557	581-9121 Transfer to Debt Service Fund	-	-100.00%	
\$ 554	\$ 545	\$ 545	\$ 557	Total Debt Service	\$ -	-100.00%	
\$ 341,718	\$ 373,671	\$ 456,529	\$ 431,298	TOTAL EXPENSES	\$ 410,506	-4.82%	
\$ (341,718)	\$ (373,671)	\$ (456,529)	\$ (431,298)	NET REVENUE / (EXPENSE)	\$ (410,506)	-4.82%	

CITY MANAGER

DESCRIPTION

The City Manager is the chief administrative official for the City. The City Manager's office coordinates, implements, and evaluates all policies, procedures, and programs; recommends and provides information to City Council; proposes the annual budget; provides an avenue for citizens to direct their requests, complaints, and needs; and provides communications and support by overseeing information technology and serving as a liaison between departments, the media, and citizens.



MISSION

Support the City Council in the development of policy by assembling and analyzing data and making recommendations; provide leadership and direction to employees in implementation of policies, programs, and daily operations; and ensure that the City of Fort Walton Beach government provides municipal services and infrastructure necessary for a high quality of life for our citizens in a fiscally responsible manner.

CURRENT GOALS, OBJECTIVES, & METRICS (FY20)

Promote Organizational Efficiency

- Overall Employee Satisfaction (Strongly Agree & Agree)
- Performance Excellence / Leadership Training Courses

Deliver Services in Most Cost-Efficient Manner

- Cost of Services per Citizen - General Fund

	Actual		YTD thru 03/31		Budget	
	2015-16	2016-17	2017-18	2018-19	2018-19	2019-20
Overall Employee Satisfaction (Strongly Agree & Agree)	82.0%	81.0%	86.0%	83%	80%	80%
Performance Excellence / Leadership Training Courses	6	8	10	16	10	10
Cost of Services per Citizen - General Fund	\$923	\$963	annual measure	annual measure	\$930	\$930

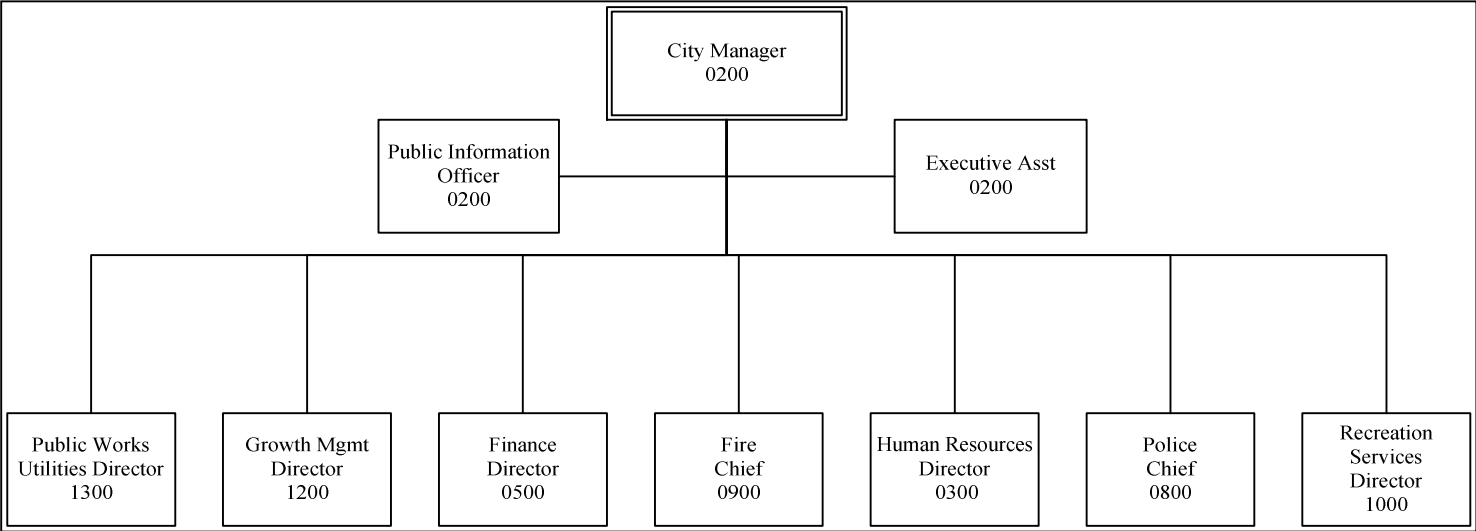
- ✓ Develop incentives for a Neighborhood Redevelopment Program.
- ✓ Continue to effectively market the City to citizens, visitors, and potential business owners.
- ✓ Aggressively pursue expansion opportunities for services and possible annexation.

FUTURE GOALS (FY21 & FY22)

- ✓ Begin implementation of the Downtown Master Plan infrastructure improvements.
- ✓ Begin implementation of the Commerce & Technology Park Master Plan improvements.
- ✓ Create a neighborhood redevelopment partnership program with developers and contractors.

PRIOR YEAR ACCOMPLISHMENTS (FY19)

- ✓ Conducted a successful Strategic Planning Session with City Council to continue the positive direction of the City.
- ✓ Completed Phase I and Phase II of the Downtown Master Plan; worked to get Around the Mound on the TPO's Five-Year Work Plan.
- ✓ Continued to work with the EDC and Chamber of Commerce on bringing industry and business to the City.
- ✓ Began a Leadership Training Program for the Senior Leadership Team with the Studer Community Institute.





# 001 GENERAL FUND - 0300 HUMAN RESOURCES

Actual				Budget	
2015-16	2016-17	2017-18	2018-19 Adopted	2019-20 Adopted	% Change
				<u>Revenues:</u>	
				Division Does Not Generate Revenue	
\$ -	\$ -	\$ -	\$ -	TOTAL REVENUES	\$ - 0.00%
				<u>Personal Services:</u>	
3.00	3.60	4.60	4.70	Number of Funded Employees (FTE's)	4.00
82,193	82,617	84,145	86,317	513-1100 Executive Salaries	88,544 2.58%
65,535	91,219	106,213	116,588	513-1200 Regular Salaries	119,900 2.84%
-	-	-	-	513-1201 Service Awards	54 100.00%
108	200	-	-	513-1202 Incentive/Merit Pay	- 0.00%
13,345	-	6,088	17,080	513-1300 Part-Time Wages	- -100.00%
-	883	112	150	513-1400 Salaries - Overtime	- -100.00%
9,715	10,897	11,735	13,109	513-2100 FICA Taxes	12,692 -3.18%
2,272	2,548	2,744	3,066	513-2101 Medicare	2,968 -3.19%
11,121	13,772	-	-	513-2200 Retirement Contributions	- 0.00%
7,528	8,198	11,241	12,303	513-2204 Retirement Contributions - DC Plan	12,455 1.23%
9,926	11,216	13,820	31,982	513-2300 Dental, Life & Health Insurance	7,394 -76.88%
275	296	394	418	513-2400 Worker's Compensation	396 -5.25%
\$ 202,019	\$ 221,846	\$ 236,492	\$ 281,012	Total Personal Services	\$ 244,403 -13.03%
				<u>Operating Expenditures:</u>	
36,814	27,441	38,972	43,471	513-3100 Professional Services	43,781 0.71%
11,180	10,678	13,163	12,750	513-3102 Employee Physicals & Immunizations	12,750 0.00%
-	2,616	-	-	513-3400 Other Services	- 0.00%
681	1,394	1,047	800	513-4000 Travel and Per Diem	800 0.00%
1,207	1,263	1,423	1,305	513-4100 Communication Services	1,244 -4.67%
506	280	703	190	513-4200 Postage	100 -47.37%
461	486	481	487	513-4400 Rentals & Leases	487 0.00%
596	1,218	1,096	600	513-4700 Printing & Binding	500 -16.67%
-	-	400	940	513-4800 Promotional Activities	650 -30.85%
6,477	-	-	-	513-4901 Recruitment/Relocation	- 0.00%
349	825	50	500	513-4920 Advertising	250 -50.00%
2,383	2,331	1,845	2,600	513-5100 Office Supplies	2,600 0.00%
8,053	5,801	9,738	8,250	513-5200 Operating Supplies	8,215 -0.42%
195	78	417	500	513-5210 Uniform Expense	400 -20.00%
682	1,646	811	-	513-5231 Computer Hardware/Software	- 0.00%
487	533	732	545	513-5400 Books, Dues & Publications	420 -22.94%
1,462	7,004	12,854	825	513-5500 Training	825 0.00%
\$ 71,533	\$ 63,594	\$ 83,732	\$ 73,763	Total Operating Expenditures	\$ 73,022 -1.00%
				<u>Capital Outlay:</u>	
\$ 2,882	\$ -	\$ -	\$ -	Total Capital Outlay	\$ - 0.00%
				<u>Debt Service</u>	
726	757	908	557	581-9121 Transfer to Debt Service Fund	- -100.00%
\$ 726	\$ 757	\$ 908	\$ 557	Total Debt Service	\$ - -100.00%
\$ 277,160	\$ 286,197	\$ 321,132	\$ 355,331	TOTAL EXPENSES	\$ 317,424 -10.67%
\$ (277,160)	\$ (286,197)	\$ (321,132)	\$ (355,331)	NET REVENUE / (EXPENSE)	\$ (317,424) -10.67%

# HUMAN RESOURCES

## DESCRIPTION

Human Resources recruits new employees and works to retain existing employees, maintains personnel records, coordinates employee benefits, and enforces personnel policies.

## MISSION

Provide effective personnel services through the development, implementation, and equitable administration of policies and procedures; recruit qualified personnel; maintain a well-trained work force; and foster productivity, innovation, and a climate of success in the workplace.

## CURRENT GOALS, OBJECTIVES, & METRICS (FY20)

### Attract and Retain a High-Quality Workforce

Career Development and Training Classes Held

Employees Recognized (Yearly)

Managers Recognized (Yearly)

Turnover Rate: Public Safety Personnel

Turnover Rate: Non-Public Safety Personnel

	Actual		YTD thru 06/30		Budget	
	2015-16	2016-17	2017-18	2018-19	2018-19	2019-20
Career Development and Training Classes Held	38	49	29	11	20	20
Employees Recognized (Yearly)	61	72	36	40	50	50
Managers Recognized (Yearly)	15	13	13	15	10	10
Turnover Rate: Public Safety Personnel	21%	16%	5%	18%	10%	10%
Turnover Rate: Non-Public Safety Personnel	35%	46%	59%	39%	20%	20%

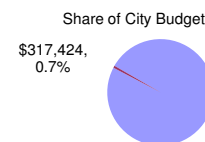
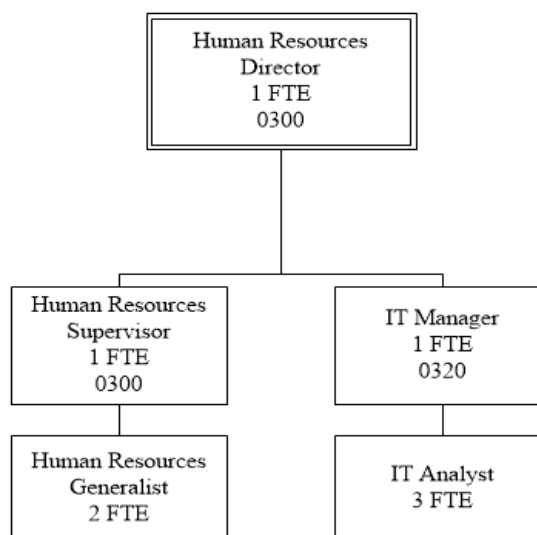
- ✓ Performance Evaluations Review
- ✓ Rollout of performance evaluation training program
- ✓ Improve employee recognition program
- ✓ Reduce turnover for both public safety and non-public safety personnel.
- ✓ On line HR Lab - Training
- ✓ Provide additional training options for employees
- ✓ Re-establish Safety Committee
- ✓ Continue to build health and wellness committee (bi-monthly meetings)
- ✓ Focus on Health & Wellness (Health & Wellness Fair, Lunch & Learns, etc. )

## FUTURE GOALS (FY21 & FY22)

- ✓ Promote health & wellness, control insurance cost and promote a high-quality workforce and environment of continual improvement.

## PRIOR YEAR ACCOMPLISHMENTS (FY19)

- ✓ Performance Evaluations & Personnel Manual Review
- ✓ Introduce new employee handbook to all employees
- ✓ Wellness fair
- ✓ Insurance - Open Enrollment
- ✓ Finalize updated Personnel Manual
- ✓ Police Promotional Test
- ✓ Fire Entry Level Testing
- ✓ Employee Satisfaction Survey



**001 GENERAL FUND - 0310 RISK MANAGEMENT**

Actual				Budget	
2015-16	2016-17	2017-18	2018-19 Adopted	2019-20 Adopted	% Change
				<u>Revenues:</u>	
				Division Does Not Generate Revenue	
\$ -	\$ -	\$ -	\$ -	<b>TOTAL REVENUES</b>	\$ - 0.00%
				<u>Operating Expenditures:</u>	
3,647	3,740	1,088	2,400	519-4000 Travel and Per Diem	2,400 0.00%
474,837	487,964	492,652	517,289	519-4500 Insurance	517,289 0.00%
52,795	159,877	34,225	50,000	519-4501 Unrecovered Insurance Claims	50,000 0.00%
4,681	-	5,832	-	519-5200 Operating	- 0.00%
80	150	75	75	519-5500 Training	75 0.00%
<b>\$ 536,039</b>	<b>\$ 651,731</b>	<b>\$ 533,872</b>	<b>\$ 569,764</b>	<b>Total Operating Expenditures</b>	<b>\$ 569,764 0.00%</b>
				<u>Capital Outlay:</u>	
\$ -	\$ -	\$ -	\$ -	<b>Total Capital Outlay</b>	<b>\$ - 0.00%</b>
<b>\$ 536,039</b>	<b>\$ 651,731</b>	<b>\$ 533,872</b>	<b>\$ 569,764</b>	<b>TOTAL EXPENSES</b>	<b>\$ 569,764 0.00%</b>
<b>\$ (536,039)</b>	<b>\$ (651,731)</b>	<b>\$ (533,872)</b>	<b>\$ (569,764)</b>	<b>NET REVENUE / (EXPENSE)</b>	<b>\$ (569,764) 0.00%</b>

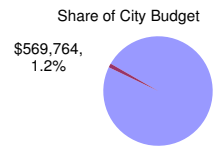
# RISK MANAGEMENT

## DESCRIPTION

Risk Management is responsible for protecting the City from liability through risk retention and transfer, claims handling, and safety programs. The City's safety program aims to reduce illness and injury to employees and citizens.

## MISSION

Continuously develop, manage and improve insurance and safety/occupational services to provide quality, cost effective support to our customers and to protect the City's financial well being.



## CURRENT GOALS, OBJECTIVES, & METRICS (FY20)

	Actual				YTD thru 06/30		Budget	
	2015-16	2016-17	2017-18	2018-19	2018-19	2019-20	2018-19	2019-20
<b>Reduce Workers Compensation Expense</b>								
Workers Compensation Accidents	47	56	51	39			35	35
Workers Compensation Accidents with Injuries	29	41	37	33			10	10
Workers Compensation Lost Work Days	128	48	16	46			10	10
Workers Compensation Open Claims	31	44	35	26			5	5
Workers Compensation Experience Modification	0.80	0.80	0.80	0.80			1.00	1.00
<b>Minimize Liability Exposure</b>								
At-Fault Employee Vehicle & Equipment Incidents	21	25	23	11			5	5
<b>Provide a Safe Workplace</b>								
Safety Training Classes Held	8	4	2	0			15	15

- ✓ Reduce workers compensation accident frequency, accidents with injuries, and lost work hours through improved safety training.
- ✓ Reduce at-fault employee vehicle and equipment incidents through improved safety program.
- ✓ Offer avenues of safety training to promote a safe workplace and environment of continual improvement.
- ✓ Implement safety training/recognition programs.
- ✓ Develop on-line safety training programs for employees (HR Training Lab).

## FUTURE GOALS (FY21 & FY22)

- ✓ Reduce workers compensation experience modification factor
- ✓ Develop on-line safety training programs for employees (HR Training Lab).
- ✓ Enhance wellness program and development wellness incentives.

## PRIOR YEAR ACCOMPLISHMENTS (FY19)

- ✓ Provided drug-free workplace training for all supervisors.

**001 GENERAL FUND - 0320 INFORMATION TECHNOLOGY**

Actual				Budget	
2015-16	2016-17	2017-18	2018-19 Adopted	2019-20 Adopted	% Change
<b>Revenues:</b>					
Division Does Not Generate Revenue					
\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
				<b>TOTAL REVENUES</b>	
				\$ -	0.00%
<b>Personal Services:</b>					
<i>2.00</i>	<i>2.00</i>	<i>4.00</i>	<i>4.00</i>	<i>Number of Funded Employees (FTE's)</i>	<i>4.00</i>
110,329	127,519	159,506	224,300	516-1200 Regular Salaries	222,852 -0.65%
-	-	527	-	516-1300 Temp Employee	- 0.00%
-	-	-	100	516-1400 Overtime	- -100.00%
1,263	111	-	-	516-1503 Auto Allowance	- 0.00%
8,633	7,372	9,266	10,665	516-2100 FICA Taxes	11,836 10.98%
2,019	1,724	2,167	2,494	516-2101 Medicare	2,768 11.00%
24,749	22,979	26,797	35,464	516-2200 Retirement Contributions	- -100.00%
1,039	1,226	5,304	7,382	516-2204 Retirement Contributions - DC Plan	12,268 66.19%
16,548	22,562	35,152	58,840	516-2300 Dental, Life & Health Insurance	50,416 -14.32%
191	216	322	391	516-2400 Worker's Compensation	423 8.25%
<b>\$ 164,770</b>	<b>\$ 183,709</b>	<b>\$ 239,041</b>	<b>\$ 339,637</b>	<b>Total Personal Services</b>	<b>\$ 300,564 -11.50%</b>
<b>Operating Expenditures:</b>					
124,072	116,823	113,098	116,189	516-3100 Professional Services	119,186 2.58%
-	1,835	1,038	1,239	516-4000 Travel and Per Diem	1,239 0.00%
34,334	25,281	16,230	28,635	516-4100 Communication Services	27,468 -4.08%
-	177	243	-	516-4620 Vehicle Repair	- 0.00%
6,271	2,425	3,076	10,000	516-4630 Equipment Repair	8,500 -15.00%
1,357	2,690	2,530	1,500	516-5200 Operating Supplies	1,500 0.00%
-	-	181	-	516-5204 Fuel & Oil	140 100.00%
172	40	382	400	516-5210 Uniform Expense	400 0.00%
2,035	6,991	5,202	9,000	516-5231 Computer Hardware/Software	8,000 -11.11%
-	739	-	-	516-5233 Tools	- 0.00%
2,458	2,616	2,438	2,898	516-5400 Books, Dues & Publications	2,470 -14.77%
595	410	727	495	516-5500 Training	495 0.00%
<b>\$ 171,294</b>	<b>\$ 160,027</b>	<b>\$ 145,145</b>	<b>\$ 170,356</b>	<b>Total Operating Expenditures</b>	<b>\$ 169,398 -0.56%</b>
<b>Capital Outlay:</b>					
5,296	-	17,567	-	516-6420 Computer Hardware/Software	- 0.00%
<b>\$ 5,296</b>	<b>\$ -</b>	<b>\$ 17,567</b>	<b>\$ -</b>	<b>Total Capital Outlay</b>	<b>\$ - 0.00%</b>
<b>Debt Service</b>					
726	757	908	742	581-9121 Transfer to Debt Service Fund	- -100.00%
<b>\$ 726</b>	<b>\$ 757</b>	<b>\$ 908</b>	<b>\$ 742</b>	<b>Total Debt Service</b>	<b>\$ - -100.00%</b>
<b>\$ 342,087</b>	<b>\$ 344,493</b>	<b>\$ 402,661</b>	<b>\$ 510,735</b>	<b>TOTAL EXPENSES</b>	<b>\$ 469,962 -7.98%</b>
<b>\$ (342,087)</b>	<b>\$ (344,493)</b>	<b>\$ (402,661)</b>	<b>\$ (510,735)</b>	<b>NET REVENUE / (EXPENSE)</b>	<b>\$ (469,962) -7.98%</b>

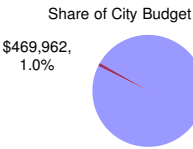
INFORMATION TECHNOLOGY

DESCRIPTION

Information Technology is responsible for the operation and maintenance of the City's network, computers, servers, website, and telecommunications in order to facilitate the daily work of employees as well as provide easily accessible information and services to citizens.

MISSION

Provide Citywide information technology services that are secure and highly accessible.



CURRENT GOALS, OBJECTIVES, & METRICS (FY20)

	Actual		YTD thru 06/30		Budget	
	2015-16	2016-17	2017-18	2018-19	2018-19	2019-20
Provide Current Technology to Users						
Computers, Servers, Laptops & Tablets Replaced	13%	15%	11%	19%	20%	20%
Police Laptops Replaced	17%	0%	5%	20%	20%	20%
Support Department Productivity by Minimizing Downtime						
Hours of Downtime: Public Safety (police & fire)	8	12	5	15	10	10
Hours of Downtime: Non-Public Safety	17	18	6	4	20	20

- ✓ Ensure current technology to users by replacing desktop computers and servers that are 5 years old.
- ✓ Ensure current technology to police department by replacing laptops every five years.
- ✓ Ensure no more than 10 hours of downtime for public safety personnel.
- ✓ Ensure no more than 20 hours of downtime for non-public safety personnel.
- ✓ Implement Microsoft Office 365 City Wide

FUTURE GOALS (FY21 & FY22)

- ✓ Continue to implement new technology to increase security on the City's network.
- ✓ Implement Phase I and II of storage area network (SAN).

PRIOR YEAR ACCOMPLISHMENTS (FY19)

- ✓ Purchased 7 rugged laptops for PD
- ✓ Purchase of 40 desktops

# 001 GENERAL FUND - 0400 CITY CLERK

Actual				Budget	
2015-16	2016-17	2017-18	2018-19 Adopted	2019-20 Adopted	% Change
<b>Revenues:</b>					
-	-	-	100	341-9300 Photo Copies/Certifying	396 296.00%
\$ -	\$ -	\$ -	\$ 100	<b>TOTAL REVENUES</b>	<b>\$ 396 296.00%</b>
<b>Personal Services:</b>					
2.50	2.50	2.50	2.40	<i>Number of Funded Employees (FTE's)</i>	2.00
68,270	67,403	68,837	70,503	512-1100 Executive Salaries	75,502 7.09%
34,923	39,016	40,926	42,673	512-1200 Regular Salaries	43,775 2.58%
-	-	108	270	512-1201 Service Awards	- -100.00%
-	-	-	12,200	512-1300 Part-Time Wages	- -100.00%
136	30	136	25	512-1400 Salaries - Overtime	25 0.00%
6,052	6,203	6,432	7,348	512-2100 FICA Taxes	7,041 -4.18%
1,415	1,451	1,504	1,719	512-2101 Medicare	1,646 -4.22%
10,982	14,038	25,782	22,788	512-2200 Retirement Contributions	22,529 -1.14%
4,961	5,039	5,155	5,288	512-2204 Retirement Contributions - DC Plan	5,663 7.09%
14,942	16,930	17,880	19,713	512-2300 Dental, Life & Health Insurance	13,936 -29.31%
177	180	219	238	512-2400 Worker's Compensation	227 -4.77%
<b>\$ 141,857</b>	<b>\$ 150,290</b>	<b>\$ 166,979</b>	<b>\$ 182,765</b>	<b>Total Personal Services</b>	<b>\$ 170,344 -6.80%</b>
<b>Operating Expenditures:</b>					
23,973	40,273	27,236	37,332	512-3100 Professional Services	35,506 -4.89%
1,676	2,912	1,722	3,077	512-4000 Travel and Per Diem	3,254 5.75%
720	740	668	764	512-4100 Communication Services	784 2.62%
262	336	79	300	512-4200 Postage	300 0.00%
6,151	2,985	3,069	11,138	512-4400 Rentals & Leases	11,696 5.01%
2,022	1,762	741	2,000	512-4912 Recording Fees	2,000 0.00%
14,008	12,126	9,828	12,000	512-4915 Legal Advertising	12,000 0.00%
479	634	417	1,500	512-5100 Office Supplies	1,500 0.00%
1,411	1,659	1,707	2,000	512-5101 Office Supplies - City Hall Copier (Dept Alloc)	2,000 0.00%
5,367	13	6,979	200	512-5200 Operating Supplies	1,200 500.00%
156	-	-	200	512-5210 Uniform Expense	200 0.00%
-	-	811	-	512-5231 Computer Hardware/Software	- 0.00%
438	593	671	1,350	512-5400 Books, Dues & Publications	570 -57.78%
1,155	1,144	1,589	1,515	512-5500 Training	1,890 24.75%
<b>\$ 57,819</b>	<b>\$ 65,177</b>	<b>\$ 55,517</b>	<b>\$ 73,376</b>	<b>Total Operating Expenditures</b>	<b>\$ 72,900 -0.65%</b>
<b>Capital Outlay:</b>					
-	-	-	-	512-6420 Computer Hardware/Software	- 0.00%
<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>Total Capital Outlay</b>	<b>\$ - 0.00%</b>
<b>Debt Service</b>					
545	514	363	557	581-9121 Transfer to Debt Service Fund	- -100.00%
<b>\$ 545</b>	<b>\$ 514</b>	<b>\$ 363</b>	<b>\$ 557</b>	<b>Total Debt Service</b>	<b>\$ - -100.00%</b>
<b>\$ 200,221</b>	<b>\$ 215,981</b>	<b>\$ 222,858</b>	<b>\$ 256,698</b>	<b>TOTAL EXPENSES</b>	<b>\$ 243,244 -5.24%</b>
<b>\$ (200,221)</b>	<b>\$ (215,981)</b>	<b>\$ (222,858)</b>	<b>\$ (256,598)</b>	<b>NET REVENUE / (EXPENSE)</b>	<b>\$ (242,848) -5.36%</b>



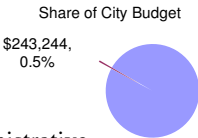
CITY CLERK

DESCRIPTION

The City Clerk is a Charter Officer, appointed by and reporting to, the City Council. The City Clerk performs as part of the Administrative Branch of the City. The Clerk serves as the custodian of the City seal, custodian of records, and provides administrative support to the Mayor and City Council.

MISSION

Provide professional, knowledgeable and accurate service to the Mayor and City Council Members, the public, and other Municipal departments by preparing agendas and minutes, processing and monitoring records requests, and updating the Code of Ordinances and Land Development Code.



CURRENT GOALS, OBJECTIVES, & METRICS (FY20)

	Actual			YTD thru 06/30	Budget	
	2015-16	2016-17	2017-18	2018-19	2018-19	2019-20
Continue to properly maintain public records						
Boxes Scanned/Destroyed	na	47	45	76	50	50
Documents Recorded with County	na	46	31	28	40	40
Requisitions/Purchase Orders	na	18	16	22	15	15
Continue to provide prompt & professional customer service						
Public records requests & Public records requested \$ generated	na	621 / \$688	757/\$3,924	706/\$199	600/\$500	600/\$500
Legal/Display Ads	na	26	19	23	20	20
Lien requests/dollars generated	na	431 / \$10,571	406/\$16,200	365/\$13,750	400/\$10,000	400/\$10,000
Number of pages transcribed (Council/Board/Comm)	na	239	213	232	225	225
Continue to provide professional administrative support						
Contracts/Leases/Agreements/MOA/MOU processed	na	53	51	32	50	50
Number of Council and Board/Committee meetings	na	57	55	45	50	50
Ordinances & Resolutions approved by Council	na	40	27	33	35	35

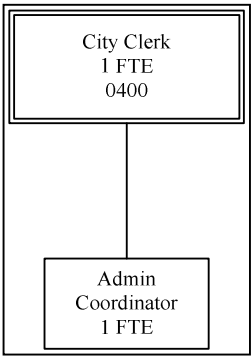
- ✓ Implement Phase II of the Public Records Request Management Software System, JustFOIA to increase productivity and accountability, to provide monitoring capabilities of the status of requests, and to maintain history.
- ✓ Provide Code of Ordinance and Land Development Code additions and revisions to Municode immediately after approval for posting .

FUTURE GOALS (FY21 & FY22)

- ✓ Continue to add methods/processes to increase and improve online accessibility for employees and the public.
- ✓ Continue to purge electronic files that have exceeded their retention date.

PRIOR YEAR ACCOMPLISHMENTS (FY19)

- ✓ Partially implemented the Public Records Request Management Software System, JustFOIA, to increase productivity and accountability, to provide monitoring capabilities of the status of requests, and to maintain history. First Phase implemented in the the Police Department.
- ✓ Streamlined Lien Searches which minimized multiple staff interruptions.



# 001 GENERAL FUND - 0500 FINANCE

Actual				Budget	
2105-16	2016-17	2017-18	2018-19 Adopted	2019-20 Adopted	% Change
<b>Revenues:</b>					
Division Does Not Generate Revenue					
\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
				<b>TOTAL REVENUES</b>	
				\$ -	0.00%
<b>Personal Services:</b>					
6.00	6.00	6.00	6.00	<i>Number of Funded Employees (FTE's)</i>	6.00
99,590	98,506	96,381	102,823	513-1100 Executive Salaries	105,477 2.58%
204,048	222,176	220,029	243,941	513-1200 Regular Salaries	241,220 -1.12%
162	-	-	-	513-1201 Service Awards	217 100.00%
193	114	824	400	513-1400 Overtime	400 0.00%
16,817	17,635	18,146	18,859	513-2100 FICA Taxes	18,573 -1.51%
3,933	4,124	4,244	4,410	513-2101 Medicare	4,344 -1.51%
77,437	95,695	136,393	106,711	513-2200 Retirement Contributions	67,588 -36.66%
3,953	4,748	7,669	10,137	513-2204 Retirement Contributions - DC Plan	8,386 -17.27%
64,400	77,318	73,925	81,021	513-2300 Dental, Life & Health Insurance	84,862 4.74%
527	549	640	659	513-2400 Worker's Compensation	659 0.00%
\$ 471,060	\$ 520,865	\$ 558,251	\$ 568,962	<b>Total Personal Services</b>	\$ 531,725 -6.54%
<b>Operating Expenditures:</b>					
46,023	42,312	52,009	75,881	513-3100 Professional Services	76,860 1.29%
55,363	56,359	64,574	58,407	513-3200 Annual Audit Services	59,458 1.80%
3,206	-	197	-	513-3400 Other Services	- 0.00%
6,106	7,837	7,556	8,550	513-4000 Travel and Per Diem	8,550 0.00%
1,048	1,077	1,151	1,158	513-4100 Communication Services	1,028 -11.19%
4,280	2,627	4,665	2,600	513-4200 Postage	2,600 0.00%
470	488	507	530	513-4610 Maintenance Contracts	551 3.96%
1,293	1,132	1,060	1,025	513-4700 Printing and Binding	1,025 0.00%
0	2	11	25	513-4903 Sales Tax Expense/Penalty	25 0.00%
4,057	4,035	3,649	4,850	513-5100 Office Supplies	4,350 -10.31%
1,811	2,190	2,308	2,980	513-5200 Operating Supplies	2,730 -8.39%
400	442	491	600	513-5210 Uniform Expense	600 0.00%
311	614	1,631	-	513-5231 Computer Hardware/Software	- 0.00%
2,245	2,050	1,800	2,705	513-5400 Books, Dues & Publications	2,705 0.00%
3,056	1,439	1,944	3,828	513-5500 Training	3,828 0.00%
\$ 129,669	\$ 122,604	\$ 143,553	\$ 163,139	<b>Total Operating Expenditures</b>	\$ 164,310 0.72%
<b>Capital Outlay:</b>					
\$ -	\$ -	\$ -	\$ -	<b>Total Capital Outlay</b>	\$ - 0.00%
<b>Capital Improvements Program:</b>					
\$ -	\$ -	\$ -	\$ -	<b>Total Capital Outlay</b>	\$ - 0.00%
<b>Debt Service</b>					
1,089	1,089	1,089	1,114	581-9121 Transfer to Debt Service Fund	- -100.00%
\$ 1,089	\$ 1,089	\$ 1,089	\$ 1,114	<b>Total Debt Service</b>	\$ - 100.00%
\$ 601,819	\$ 644,558	\$ 702,892	\$ 733,215	<b>TOTAL EXPENSES</b>	\$ 696,035 -5.07%
\$ (601,819)	\$ (644,558)	\$ (702,892)	\$ (733,215)	<b>NET REVENUE / (EXPENSE)</b>	\$ (696,035) -5.07%

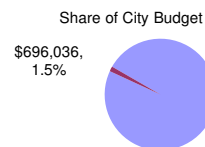
# FINANCE

## DESCRIPTION

Finance's primary function is to maintain financial stability for the City. Responsibilities include monitoring appropriations, revenues, and expenditures; developing policies and procedures relating to finance issues; ensuring compliance with City, State, and Federal regulations; and oversight of purchasing and customer service.

## MISSION

Provide professional support in financial administration, uphold the public's trust and reliance on financial reports, and maintain the City's sound financial position and stability while offering quality services efficiently and responsively.



## CURRENT GOALS, OBJECTIVES, & METRICS (FY20)

### Provide Accurate and Timely Financial Information

Monthly Financial Reports Prepared within 20 Days

Findings From External Auditors

### Prepare Useful & Meaningful Financial Documents to the Public

Achieve GFOA Distinguished Budget Presentation Award (possible points awarded)

Achieve GFOA Certificate of Achievement for Financial Reporting

	Actual		YTD thru 06/30		Budget	
	2015-16	2016-17	2017-18	2018-19	2018-19	2019-20
Monthly Financial Reports Prepared within 20 Days	98%	99%	98%	80%	95%	95%
Findings From External Auditors	0	0	0	0	0	0
Achieve GFOA Distinguished Budget Presentation Award (possible points awarded)	92%	95%	95%	95%	95%	95%
Achieve GFOA Certificate of Achievement for Financial Reporting	✓	✓	✓	annual measure	✓	✓

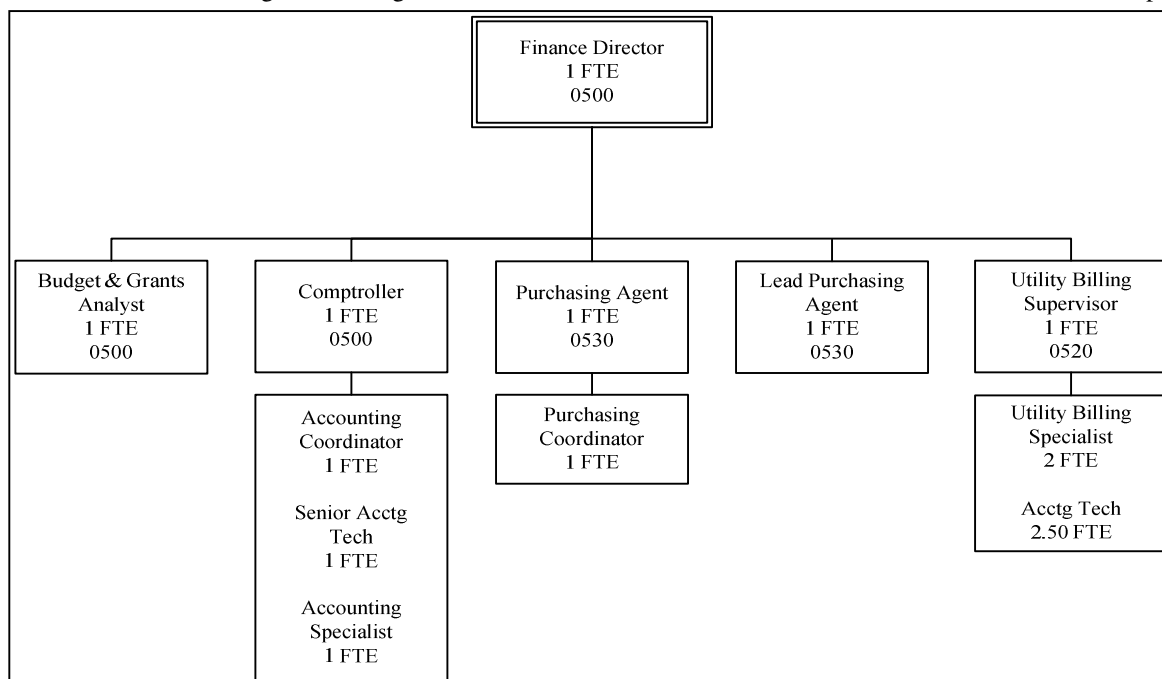
- ✓ Prepare 95% of monthly financial reports within 20 days of the end of the month to provide timely financial information.
- ✓ Achieve growth beyond the rate of inflation for invested surplus funds.
- ✓ Increase the number of grants awarded to the City through grant-writing training and new avenues of grant opportunities.

## FUTURE GOALS (FY21 & FY22)

- ✓ Automate reporting process by converting monthly financial and budget reports to Q-Rep software.
- ✓ Review and update all finance policies and procedures to ensure accuracy, completeness, and functionality.
- ✓ Provide internal training opportunities for city staff to enable effective use of the available information within the City's computerized accounting system.
- ✓ Create City centric communications report.

## PRIOR YEAR ACCOMPLISHMENTS (FY19)

- ✓ Received GFOA Distinguished Budget Presentation Award and Certificate of Achievement for Financial Reporting.



# 001 GENERAL FUND - 0530 PURCHASING

Actual				Budget	
2015-16	2016-17	2017-18	2018-19 Adopted	2019-20 Adopted	% Change
				<u>Revenues:</u>	
				Division Does Not Generate Revenue	
\$ -	\$ -	\$ -	\$ -	TOTAL REVENUES	\$ - 0.00%
				<u>Personal Services:</u>	
2.75	2.75	3.00	3.00	Number of Funded Employees (FTE's)	3.00
122,298	122,298	120,846	125,594	513-1200 Regular Salaries	133,323 6.15%
54	54	162	-	513-1201 Service Awards	- 0.00%
-	-	-	-	513-1300 Part-Time Wages	- 0.00%
61	61	119	100	513-1400 Overtime	100 0.00%
7,613	7,613	7,356	7,616	513-2100 FICA Taxes	8,082 6.12%
1,781	1,781	1,720	1,781	513-2101 Medicare	1,890 6.14%
18,562	18,562	21,996	19,574	513-2200 Retirement Contributions	22,529 15.10%
3,711	3,711	6,217	7,844	513-2204 Retirement Contributions - DC Plan	6,926 -11.70%
9,784	9,784	7,003	7,568	513-2300 Dental, Life & Health Insurance	7,890 4.25%
209	209	244	239	513-2400 Worker's Compensation	253 5.99%
\$ 164,072	\$ 164,072	\$ 165,663	\$ 170,315	Total Personal Services	\$ 180,994 6.27%
				<u>Operating Expenditures:</u>	
7,931	7,931	8,234	7,922	513-3100 Professional Services	8,162 3.03%
-	-	-	135	513-4000 Travel and Per Diem	1,335 888.89%
561	561	740	740	513-4100 Communication Services	563 -23.89%
66	66	66	120	513-4200 Postage	120 0.00%
-	-	-	500	513-4630 Equipment Repair	500 0.00%
-	-	-	75	513-4700 Printing & Binding	75 0.00%
-	-	-	340	513-5204 Fuel & Oil	340 0.00%
-	-	-	300	513-5210 Uniform Expense	300 0.00%
682	682	1,622	-	513-5231 Computer Hardware/Software	- 0.00%
285	285	285	320	513-5400 Books, Dues & Publications	285 -10.94%
\$ 9,525	\$ 9,525	\$ 10,947	\$ 10,452	Total Operating Expenditures	\$ 11,680 11.75%
				<u>Debt Service</u>	
545	545	726	557	581-9121 Transfer to Debt Service Fund	- -100.00%
\$ 545	\$ 545	\$ 726	\$ 557	Total Debt Service	\$ - -100.00%
\$ 174,142	\$ 174,142	\$ 177,337	\$ 181,324	TOTAL EXPENSES	\$ 192,674 6.26%
\$ (174,142)	\$ (174,142)	\$ (177,337)	\$ (181,324)	NET REVENUE / (EXPENSE)	\$ (192,674) 6.26%

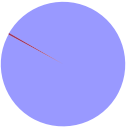
# PURCHASING

## DESCRIPTION

Purchasing is responsible for the acquisition of supplies, materials, equipment, and other commodities needed for operations, as well as supervising the preparation and processing of all bids, proposals, quotations, and required advertisements.

Share of City Budget

\$192,675,  
0.4%



## MISSION

Procure goods and services at the best possible cost consistent with the quality needed to provide the best services to the public.

## CURRENT GOALS, OBJECTIVES, & METRICS (FY20)

### Procure Products As Efficiently As Possible

Purchases Made By Purchase Order

Time Between Requisition Approval And Purchase Order Creation

	Actual		YTD thru 06/30		Budget	
	2015-16	2016-17	2017-18	2018-19	2018-19	2019-20
Purchases Made By Purchase Order	n/a	n/a	2,986	2,289	2,800	2,800
Time Between Requisition Approval And Purchase Order Creation	n/a	n/a	4%	3%	<5%	<5%

- ✓ Develop succession planning for Purchasing Division to assure continuity of proper purchasing policies and city requirements.
- ✓ Systematically update wording, requirements for formal bid documents.

## FUTURE GOALS (FY21 & FY22)

- ✓ Develop and implement procurement tracking for item order frequency.

## PRIOR YEAR ACCOMPLISHMENTS (FY19)

- ✓ Expanded ITB/RFP postings to include St of FL Office of Supplier Diversity website (minority; woman-owned; veteran-owned businesses); and on LinkedIn.

# 001 GENERAL FUND - 0800 POLICE

Actual				Budget		
2015-16	2016-17	2017-18	2018-19 Adopted		2019-20 Adopted	% Change
181,303	190,399	202,468	181,576	312-5200	181,576	0.00%
303	135	180	100	329-4000	100	0.00%
2,364	3,005	2,367	2,387	342-1000	3,263	36.70%
7,504	9,016	2,688	5,376	342-1300	-	-100.00%
4,759	4,440	5,040	4,415	342-1800	5,504	24.67%
38,979	38,831	31,298	30,210	351-5000	41,665	37.92%
21,058	20,959	17,598	16,006	351-5030	19,911	24.40%
470	875	710	240	354-1100	231	-3.57%
950	1,650	2,275	1,150	354-1200	1,243	8.09%
-	1,750	-	-	366-3010	-	0.00%
<b>\$ 257,691</b>	<b>\$ 271,059</b>	<b>\$ 264,624</b>	<b>\$ 241,460</b>	<b>TOTAL REVENUES</b>	<b>\$ 253,493</b>	<b>4.98%</b>

## Revenues:

Insurance Premium Tax - Police Pension  
Taxi Permit/Bicycle Registration  
Law Enforcement Services  
Police Special Events  
Photo Copies  
Traffic Fines  
Traffic Fines - Law Enforcement Automation  
Parking Citations  
False Alarm Fines  
Designated Donations

## Personal Services:

### Number of Funded Employees (FTE's)

55.66	61.90	64.90	66.10		69.82	
68,790	88,429	75,288	93,727	521-1100	105,948	13.04%
2,127,944	2,251,835	2,314,015	2,635,620	521-1200	2,700,686	2.47%
1,678	866	1,137	432	521-1201	324	-25.00%
650	100	100	-	521-1202	-	0.00%
67,807	-	80,324	87,838	521-1300	87,838	0.00%
113,966	168,416	182,088	176,589	521-1400	240,000	35.91%
64,366	68,295	68,338	69,046	521-1401	69,046	0.00%
44,021	57,180	64,510	113,513	521-1501	94,223	-16.99%
2,198	3,890	5,747	5,400	521-1507	6,000	11.11%
152,622	153,484	162,347	169,388	521-2100	172,615	1.91%
35,694	35,895	37,968	39,614	521-2101	40,370	1.91%
122,079	90,711	163,582	143,058	521-2200	135,175	-5.51%
506,169	506,474	739,416	732,187	521-2201	789,717	7.86%
181,303	190,399	202,468	181,576	521-2203	181,576	0.00%
10,865	18,873	13,833	26,371	521-2204	20,175	-23.50%
367,051	375,530	382,030	518,064	521-2300	585,775	13.07%
52,254	55,472	74,032	76,103	521-2400	77,301	1.57%
(52,210)	(51,636)	-	-	521-1298	-	0.00%
<b>\$ 3,867,249</b>	<b>\$ 4,014,213</b>	<b>\$ 4,567,223</b>	<b>\$ 5,068,526</b>	<b>Total Personal Services</b>	<b>\$ 5,306,769</b>	<b>4.70%</b>

## Operating Expenditures:

88,419	71,160	99,620	95,408	521-3100	90,912	-4.71%
1,575	375	-	1,500	521-3101	1,000	-33.33%
350	376	299	1,000	521-3510	1,000	0.00%
3,393	16,477	28,403	25,000	521-4000	25,000	0.00%
32,900	98,634	29,785	30,211	521-4100	34,865	15.40%
959	1,110	1,185	1,250	521-4200	1,250	0.00%
47,993	44,760	40,799	44,760	521-4300	40,800	-8.85%
3,559	3,737	6,306	3,709	521-4400	4,171	12.46%
16,707	13,595	50,115	76,262	521-4610	80,818	5.97%
29,686	28,708	35,844	37,000	521-4620	37,000	0.00%
7,888	2,373	1,742	3,000	521-4630	3,000	0.00%
105	-	-	-	521-4640	-	0.00%
1,075	2,533	2,203	2,350	521-4700	2,350	0.00%
(154)	135	306	1,000	521-4904	1,000	0.00%
51	-	-	-	521-4915	-	0.00%
4,584	6,540	6,440	8,500	521-5100	7,500	-11.76%
22,638	75,610	59,005	61,500	521-5200	60,000	-2.44%
73,073	89,776	114,608	89,776	521-5204	114,608	27.66%

**001 GENERAL FUND - 0800 POLICE**

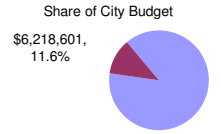
Actual				Budget	
2015-16	2016-17	2017-18	2018-19 Adopted	2019-20 Adopted	% Change
20,903	62,596	26,130	30,175	29,250	-3.07%
11,848	21,598	16,716	20,000	20,000	0.00%
1,066	1,480	-	-	-	0.00%
3,199	225	2,232	-	-	0.00%
-	297	-	-	-	0.00%
-	1,363	750	-	-	0.00%
19,478	1,985	16,973	500	500	0.00%
2,065	52,752	6,226	5,200	4,000	-23.08%
81	475	194	450	450	0.00%
5,070	7,604	7,499	7,550	7,319	-3.06%
4,045	19,475	15,807	25,000	25,000	0.00%
<b>\$ 402,553</b>	<b>\$ 625,749</b>	<b>\$ 569,187</b>	<b>\$ 571,101</b>	<b>\$ 591,793</b>	<b>3.62%</b>
				<b>Total Operating Expenditures</b>	
				<b>\$ 591,793</b>	<b>3.62%</b>
<b>Capital Outlay:</b>					
-	-	19,778	-	-	0.00%
1,241	-	1,385	-	-	0.00%
245,882	373,320	291,713	176,000	176,000	0.00%
2,825	17,431	61,939	-	-	0.00%
-	58,825	18,040	-	-	0.00%
<b>\$ 249,948</b>	<b>\$ 449,576</b>	<b>\$ 392,855</b>	<b>\$ 176,000</b>	<b>\$ 176,000</b>	<b>0.00%</b>
				<b>Total Capital Outlay</b>	
				<b>\$ 176,000</b>	<b>0.00%</b>
<b>Capital Improvements Program:</b>					
				<b>Total Capital Improvements Program</b>	
				<b>\$ -</b>	<b>0.00%</b>
<b>Debt Service</b>					
149,925	150,870	149,202	149,331	144,040	-3.54%
<b>\$ 149,925</b>	<b>\$ 150,870</b>	<b>\$ 149,202</b>	<b>\$ 149,331</b>	<b>\$ 144,040</b>	<b>-3.54%</b>
				<b>Total Debt Service</b>	
				<b>\$ 144,040</b>	<b>-3.54%</b>
<b>\$ 4,669,676</b>	<b>\$ 5,240,408</b>	<b>\$ 5,678,464</b>	<b>\$ 5,964,958</b>	<b>TOTAL EXPENSES</b>	<b>\$ 6,218,602 4.25%</b>
<b>\$ (4,411,985)</b>	<b>\$ (4,969,349)</b>	<b>\$ (5,413,840)</b>	<b>\$ (5,723,498)</b>	<b>NET REVENUE / (EXPENSE)</b>	<b>\$ (5,965,109) 4.22%</b>



# POLICE

## DESCRIPTION

Police Department functions include patrol, community policing, street crimes, investigations, communications, and records. The Police Department is responsible for enforcement of laws, minimizing illegal activity, criminal investigations, maintaining accurate law enforcement records. Community involvement to devise solutions and monitor resolutions is strongly promoted and a Citizens Police Academy is conducted to educate citizens about safety and enhance community based crime prevention efforts.



## MISSION

Protect the welfare of citizens and their property and enhance public safety through proactive problem solving and increased community partnerships.

## CURRENT GOALS, OBJECTIVES, & METRICS (FY20)

	Actual				YTD thru 06/30		Budget	
	2015-16	2016-17	2017-18	2018-19	2018-19	2019-20	2018-19	2019-20
<b>Respond Promptly to Calls for Service</b>								
Sworn Officers per 1,000 Citizens	1.95	1.96	2.19	Annual			2.25	2.25
Response Time: Top Priority Calls (min:sec, call received to on-scene)	1:45	2:02	4:05	2:34			2:25	2:25
<b>Protect Life and Property</b>								
Increase number of Subscribers into the RUOK Program	na	na	1	0			100%	100%
<b>Promote Community Involvement</b>								
Citizens Police Academy Participants (# of attendees)	0	11	0	0			0	0
<b>Training</b>								
Increase Supervisor Training	na	na	1	12			8	8
Increase Officer Training	na	na	19	65			20	20
Increase Dispatch Training	na	na	2	3			4	4
Complete CIT Training for all Sworn Officers	na	na	2	0			14	14

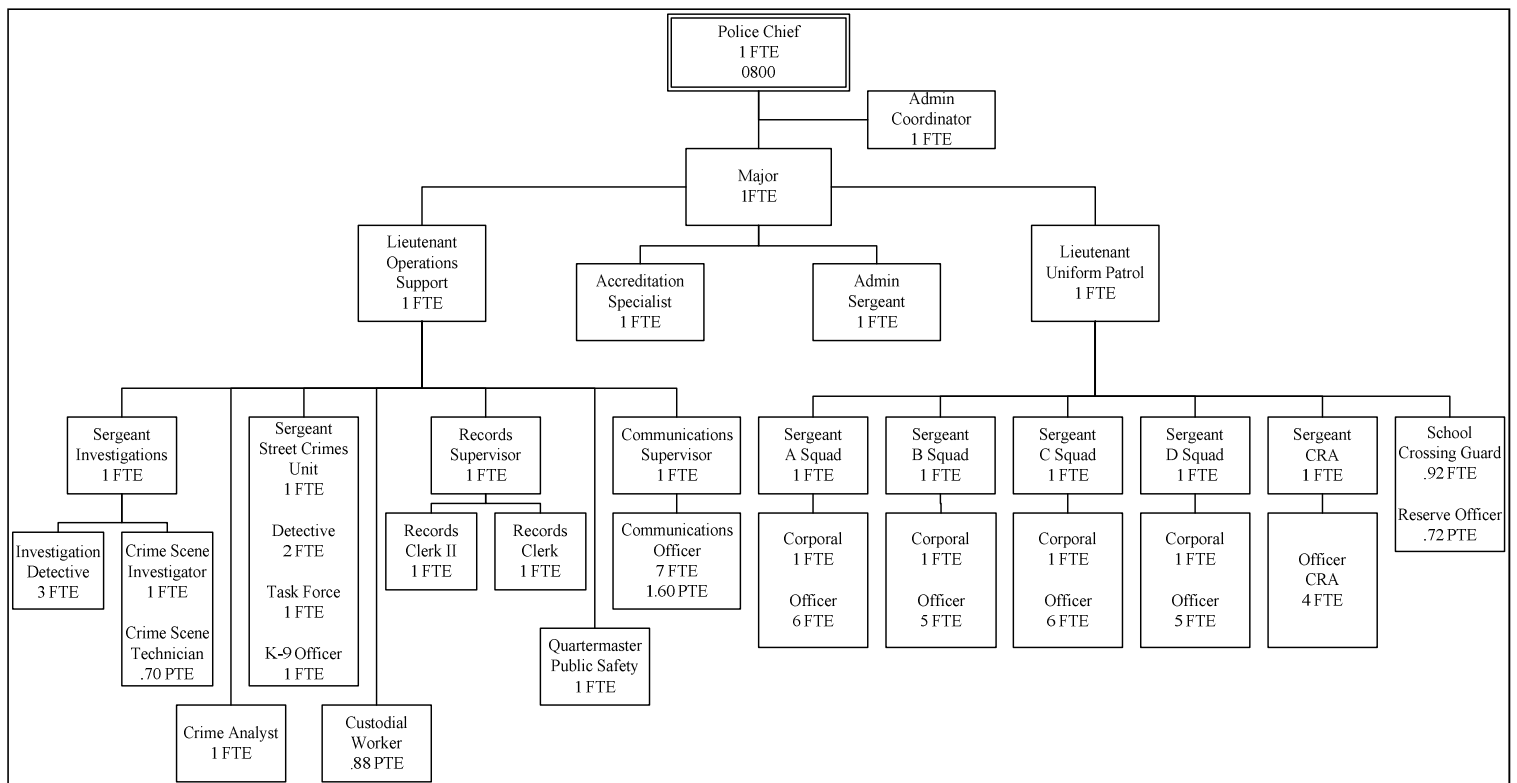
- ✓ Achieve average response times (call received to officer on-scene) of under 2 minutes for emergency calls
- ✓ Increase RUOK subscribers by 100% and respond within one hour to check on the subscriber who fails to acknowledge the verification call.
- ✓ Conduct house checks for all subscribing citizens.
- ✓ Conduct a Citizens Police Academy Class with at least 15 participants.

## FUTURE GOALS (FY21 & FY22)

- ✓ Obtain Commission for Florida Law Enforcement Accreditation Certification
- ✓ Decrease the number of traffic crashes through Education, Engineering and Enforcement
- ✓ Locate and apply for additional funding through Public Grants
- ✓ Collaborate with local stakeholders to improve public welfare

## PRIOR YEAR ACCOMPLISHMENTS (FY19)

- ✓ Weekly Police Bike rides were conducted in business and residential neighborhoods to promote Community engagement
- ✓ Partnership was established with Ring Doorbell to allow residents to share video footage with Police Department and allow Police Department to share messages with residents
- ✓ Improved inter-departmental communications and work jointly to improve the quality of life and welfare for residents and visitors
- ✓ False Alarm ordinance was reviewed and recommendations were made to decrease the number of false alarms within the City
- ✓ All Sworn Member of the Department attended specialized training such as Fair and Impartial Policing and Active Shooter.
- ✓ Eight members of the Department received certification in Crisis Intervention Training
- ✓ False Alarm ordinance was reviewed and recommendations were made to decrease the number of false alarms within the City



# 001 GENERAL FUND - 0900 FIRE

Actual				Budget	
2015-16	2016-17	2017-18	2018-19 Adopted	2019-20 Adopted	% Change
205,007	204,568	195,017	204,568	195,017	-4.67%
5,471	4,534	2,475	3,445	2,500,000	100.00%
7,615	10,713	10,735	10,790	3,445	0.00%
720	1,125	1,328	945	9,096	-15.70%
23,491	21,506	21,600	26,734	1,389	46.94%
\$ 265,795	\$ 263,952	\$ 252,755	\$ 273,216	20,312	-24.02%
				<b>TOTAL REVENUES</b>	<b>906.37%</b>

				<u>Revenues:</u>	
				312-5100	Insurance Premium Tax - Fire Pension
				322-2010	Fire Assessment Fee
				329-2010	Fire Safety Plan Review
				335-2100	Fire Supplemental Compensation
				342-2200	Safety Permits & Licenses
				342-2700	Annual Safety Inspection Fees
\$ 265,795	\$ 263,952	\$ 252,755	\$ 273,216		
				<u>Personal Services:</u>	
38.00	37.00	37.00	37.00	<u>Number of Funded Employees (FTE's)</u>	
101,619	99,311	101,435	104,053	522-1100	Executive Salaries
1,706,709	1,825,164	1,864,699	2,027,867	522-1200	Regular Salaries
704	541	487	648	522-1201	Service Awards
-	600	200	26,350	522-1202	Incentive Pay
236,318	256,493	256,833	239,162	522-1400	Salaries - Overtime
60,127	71,476	74,382	70,041	522-1401	Salaries - Overtime Holiday Supplement
16,072	20,491	20,389	15,509	522-1501	Incentive Pay
734	305	305	-	522-1506	Paramedic Pay
11,500	8,092	-	-	522-1508	Battalion Chief Pay
126,335	135,592	133,688	123,565	522-2100	FICA Taxes
29,546	31,711	31,266	28,898	522-2101	Medicare
10,150	12,603	22,578	19,651	522-2200	Retirement Contributions - General Employees
744,019	794,144	1,089,746	1,016,560	522-2202	Retirement Contributions - Firefighters
201,904	204,568	195,017	204,568	522-2203	Insurance Premium Tax - Fire Pension
233,883	277,989	303,719	335,060	522-2300	Dental, Life & Health Insurance
70,973	77,265	104,716	96,877	522-2400	Worker's Compensation
\$ 3,550,594	\$ 3,816,345	\$ 4,199,460	\$ 4,308,808	<b>Total Personal Services</b>	
				\$ 5,282,463	22.60%

				<u>Operating Expenditures:</u>	
27,167	28,170	26,175	25,265	522-3100	Professional Services
-	14,146	-	15,000	522-3102	Employee Physicals & Immunizations
5,788	6,038	6,111	-	522-3400	Other Services
-	1,408	2,815	10,000	522-4000	Travel and Per Diem
15,866	17,092	14,701	12,739	522-4100	Communication Services
172	141	282	500	522-4200	Postage
41,273	41,990	45,393	41,990	522-4300	Utilities
2,464	2,645	3,734	1,452	522-4400	Rentals & Leases
10,306	12,753	13,417	15,149	522-4610	Maintenance Contracts
26,211	67,420	47,584	51,000	522-4620	Vehicle Repair
7,708	4,105	7,116	10,000	522-4630	Equipment Repair
526	1,044	1,002	1,000	522-4700	Printing & Binding
887	756	866	1,200	522-5100	Office Supplies
88,989	38,590	43,934	40,500	522-5200	Operating Supplies
15,012	16,245	21,734	16,245	522-5204	Fuel & Oil
12,970	13,746	12,986	12,360	522-5210	Uniform Expense
550	574	8,798	3,000	522-5216	Medical Supplies
-	1,202	1,728	-	522-5224	Donation Spending
1,364	434	1,622	-	522-5231	Computer Hardware/Software
11,524	3,506	2,605	3,000	522-5234	Safety Supplies/Equipment
-	475	194	-	522-5250	Operating Supplies - Grounds Maintenance
-	1,000	733	1,000	522-5261	Fire Dept Open House
2,098	1,986	2,701	1,700	522-5400	Books, Dues & Publications
5,318	7,995	8,015	9,000	522-5500	Training

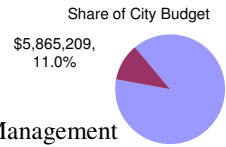
**001 GENERAL FUND - 0900 FIRE**

Actual				Budget	
2015-16	2016-17	2017-18	2018-19 Adopted	2019-20 Adopted	% Change
470,638	-	1,020,927	-	-	0.00%
<b>\$ 746,832</b>	<b>\$ 283,461</b>	<b>\$ 1,295,173</b>	<b>\$ 272,100</b>	<b>\$ 338,259</b>	<b>24.31%</b>
				Grant-Related Expenses	
				Total Operating Expenditures	
				<u>Capital Outlay:</u>	
-		21,256	-	522-6401 Office Furniture & Fixtures	- 0.00%
25,080	24,290	3,216	6,800	522-6402 Equipment	- -100.00%
29,899	1,019	-	-	522-6403 Passenger Vehicles	- 0.00%
-	-	-	11,500	622-6401 Office Furniture & Fixtures	- -100.00%
-	-	-	12,800	522-6405 Communication Equipment	- -100.00%
-	5,025	-	-	522-6407 Fire Equipment	- 0.00%
-	8,155	7,205	-	522-7200 Interest Payments	
<b>\$ 54,979</b>	<b>\$ 38,489</b>	<b>\$ 31,677</b>	<b>\$ 31,100</b>	Total Capital Outlay	<b>\$ - -100.00%</b>
				<u>Debt Service</u>	
191,239	191,922	190,715	246,431	581-9121 Transfer to Debt Service Fund	244,487 -0.79%
<b>\$ 191,239</b>	<b>\$ 191,922</b>	<b>\$ 190,715</b>	<b>\$ 246,431</b>	Total Debt Service	<b>\$ 244,487 -0.79%</b>
<b>\$ 4,543,644</b>	<b>\$ 4,330,217</b>	<b>\$ 5,717,026</b>	<b>\$ 4,858,439</b>	<b>TOTAL EXPENSES</b>	<b>\$ 5,865,209 20.72%</b>
<b>\$ (4,277,848)</b>	<b>\$ (4,066,265)</b>	<b>\$ (5,464,271)</b>	<b>\$ (4,585,223)</b>	<b>NET REVENUE / (EXPENSE)</b>	<b>\$ (3,115,639) -32.05%</b>

# FIRE

## DESCRIPTION

Fire Department functions include fire suppression, regulation, prevention, and inspection; emergency medical services, vehicle extrication; technical rescue; and hazardous materials response. The department coordinates the City's Emergency Management and Preparedness efforts and conducts public education efforts to prepare citizens to learn ways to better protect themselves from the ravages of fire and disaster. A Citizens Emergency Response Team (CERT) Program is conducted to educate citizens about safety and how to assist the community in the aftermath of a disaster.



## MISSION

Ensure that fire prevention and suppression is paramount; advance life support service provides the best treatment available; the City is prepared to address major emergencies and disasters.

## CURRENT GOALS, OBJECTIVES, & METRICS (FY20)

### Respond Promptly to Calls for Service

Response Time Under 5 Minutes (dispatch to on-scene)

Fire Code Review of Construction Plans Completed within 5 Business Days

### Minimize Injuries, Death, and Property Destruction

One & Two Family Residential Structure Fires Confined to Room of Origin

Patients in Full Cardiac Arrest Who Regain a Specified Heart Rhythm

### Reduce Liability Exposure

Fire Personnel Injuries with Time Lost per 1000 Incidents

Property Damage and Equipment Loss

### Promote Community Involvement

Events, Programs, Outreach Initiatives

	Actual				Budget	
	2015-16	2016-17	2017-18	YTD thru 06/30 2018-19	2018-19	2019-20
Response Time Under 5 Minutes (dispatch to on-scene)	71%	76%	64%	69%	>74%	>74%
Fire Code Review of Construction Plans Completed within 5 Business Days	100%	100%	100%	100%	>89%	>89%
One & Two Family Residential Structure Fires Confined to Room of Origin	75%	73%	47%	58%	>70%	>70%
Patients in Full Cardiac Arrest Who Regain a Specified Heart Rhythm	25%	38%	47%	28%	>19%	>19%
Fire Personnel Injuries with Time Lost per 1000 Incidents	0.02	0.37	0.00	0.00	<0.5	<0.5
Property Damage and Equipment Loss	\$1,000	\$5,600	\$450	\$920	<\$2,000	<\$2,000
Events, Programs, Outreach Initiatives	50	103	55	42	>49	>49

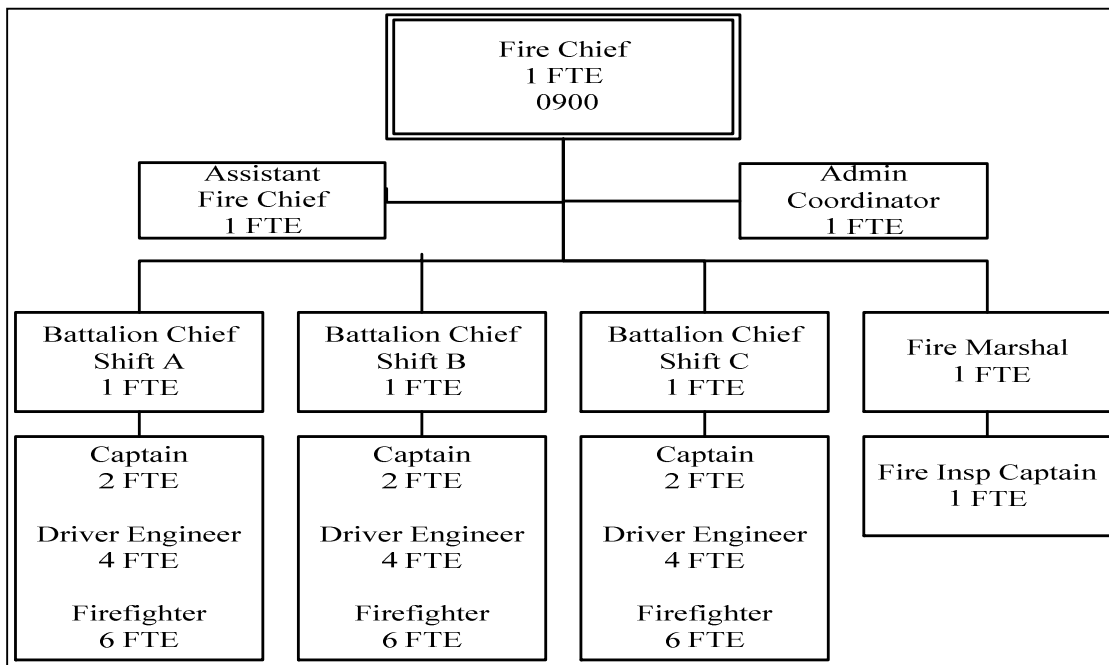
- ✓ Achieve a response time (dispatch to on-scene arrival) of under 5 minutes at least 80% of the time.
- ✓ Complete Fire Code review of construction plans within 5 business days of submission at least 80% of the time.
- ✓ Ensure patients in full cardiac arrest regain a specified heart rhythm prior to ambulance arrival at least 15% of the time.
- ✓ Decrease the number of on-the-job injuries through implementation of a comprehensive department Safety Program and implementation of appropriate safety rules, regulations, and guidelines.
- ✓ Conduct or attend at least 50 community and public relations events.

## FUTURE GOALS (FY21 & FY22)

- ✓ Position the fire department so that it's less dependent on outside resources to accomplish its primary mission.
- ✓ Complete the construction of a classroom/storage building at the Fire Training Facility
- ✓ Review and update Continuity of Operations Plans and Comprehensive Emergency Management Plan for the City.
- ✓ Coordinate National Incident Management training for all Department Directors and those personnel operating at the EOC in times of disaster.
- ✓ Enter into a Public Safety Partnership with the City of Mary Esther for better coverage of the City's western district and Commerce and Technol

## PRIOR YEAR ACCOMPLISHMENTS (FY19)

- ✓ Completed Drill Tower and Driving Range components of the new Fire Training Facility.
- ✓ Hosted a very successful Open House Event for the Fire Department, drawing well over 1,000 residents.
- ✓ Participated in the countywide Flood Disaster Exercise
- ✓ Completed review by ISO for establishment of new Public Protection Classification



# 001 GENERAL FUND - 1000 RECREATION

Actual				Budget			
2015-16	2016-17	2017-18	2018-19 Adopted			2019-20 Adopted	% Change
109,237	133,735	116,827	133,735	347-2000	Revenues: Program Revenue	111,011	-16.99%
16,402	37,244	43,046	37,244	347-2011	Program Revenue - Not City Staff Provided	48,201	29.42%
28,225	31,120	41,015	36,001	347-2100	Sponsorship Revenue	44,494	23.59%
19,856	21,357	19,487	21,071	347-2200	Rentals - Auditorium, Rec Centers, etc.	16,572	-21.35%
14,755	20,775	16,560	12,980	347-2210	Rentals tax-exempt - Auditorium, Rec Centers, etc.	23,012	77.29%
-	42,277	45,372	46,884	347-5610	Memberships	44,480	-5.13%
1,435	2,030	2,100	2,100	347-4030	Holiday Parade Entry Fee	1,750	-16.67%
1,186	14,173	-	-	366-1000	Contributions/Donations	-	0.00%
<b>\$ 479,497</b>	<b>\$ 302,711</b>	<b>\$ 284,407</b>	<b>\$ 290,015</b>		<b>TOTAL REVENUES</b>	<b>\$ 289,520</b>	<b>-0.17%</b>

				Personal Services:			
					Number of Funded Employees (FTE's)		
12.64	12.40	11.50	12.70			12.70	
95,504	94,696	97,152	98,710	572-1100	Executive Salaries	101,257	2.58%
290,774	368,456	339,377	344,135	572-1200	Regular Salaries	380,001	10.42%
108	271	54	-	572-1201	Service Awards	379	100.00%
-	100	-	-	572-1202	Incentive/Merit Pay	-	0.00%
66,434	-	57,676	84,318	572-1300	Part-Time Wages	84,318	0.00%
8,171	9,616	6,272	-	572-1400	Salaries - Overtime	-	0.00%
-	1,701	-	-	572-1502	Fitness Cert/Teacher	-	0.00%
26,943	27,311	28,564	29,960	572-2100	FICA Taxes	32,241	7.61%
6,301	6,387	6,680	7,007	572-2101	Medicare	7,540	7.61%
55,533	61,854	111,731	97,485	572-2200	Retirement Contributions	67,588	-30.67%
12,089	15,050	17,025	18,117	572-2204	Retirement Contributions - DC Plan	21,070	16.30%
57,715	61,235	73,773	82,129	572-2300	Dental, Life & Health Insurance	99,889	21.62%
13,275	13,668	18,482	18,993	572-2400	Worker's Compensation	21,417	12.76%
<b>\$ 632,847</b>	<b>\$ 660,345</b>	<b>\$ 756,786</b>	<b>\$ 780,854</b>		<b>Total Personal Services</b>	<b>\$ 815,701</b>	<b>4.46%</b>

				Operating Expenditures:			
7,736	9,803	11,968	11,100	572-3100	Professional Services	11,100	0.00%
90,782	109,612	66,392	59,500	572-3400	Other Services	64,500	8.40%
28,864	28,687	35,193	48,300	572-3407	Program Instruction	45,950	-4.87%
-	-	4,797	5,000	572-3450	Other Services - Grounds Maintenance	4,550	-9.00%
928	1,194	643	1,500	572-4000	Travel and per Diem	1,500	0.00%
4,460	4,318	3,765	5,553	572-4100	Communication Services	5,547	-0.11%
279	250	232	100	572-4200	Postage	200	100.00%
203,419	209,909	210,661	209,909	572-4300	Utilities	210,660	0.36%
6,248	10,792	8,738	9,631	572-4400	Rentals & Leases	7,304	-24.16%
4,794	4,544	3,246	4,510	572-4610	Maintenance Contracts	4,968	10.15%
206	488	502	350	572-4620	Vehicle Repair	350	0.00%
1,447	502	17	400	572-4630	Equipment Repair	600	50.00%
35	175	-	-	572-4700	Printing and Binding	-	0.00%
2,760	2,731	2,801	4,000	572-5100	Office Supplies	4,000	0.00%
18,718	12,853	14,204	26,750	572-5200	Operating Supplies	22,950	-14.21%
4,492	4,585	4,123	4,585	572-5204	Fuel & Oil	2,730	-40.46%
21,612	15,196	8,719	13,025	572-5207	Program Expense	10,375	-20.35%
32,118	38,846	49,025	42,550	572-5208	Sponsorship Expense	42,550	0.00%
1,437	1,658	1,832	1,400	572-5210	Uniform Expense	1,400	0.00%
959	2,785	-	-	572-5224	Donation Spending	-	0.00%
-	7,502	-	-	572-5226	Designated Donation Spending	-	0.00%
682	1,322	2,433	-	572-5231	Computer Hardware/Software	-	0.00%
-	260	178	-	572-5266	Designated Donation Spending Senior	-	0.00%
486	299	358	505	572-5400	Books, Dues & Publications	505	0.00%
425	590	900	1,325	572-5500	Training	1,325	0.00%



# 001 GENERAL FUND - 1000 RECREATION

Actual

Budget

2015-16	2016-17	2017-18	2018-19 Adopted
\$ 462,553	\$ 468,901	\$ 430,727	\$ 449,993

Total Operating Expenditures

2019-20 Adopted	% Change
\$ 443,063	-1.54%

## Capital Outlay:

-	-	1,200	-
243,905	17,717	-	-
80,516	-	3,731	65,000
17,633	48,153	-	-
26,087	-	-	25,000
\$ 368,140	\$ 65,870	\$ 4,931	\$ 90,000

572-6214	Building Improvements
572-6257	Buildings
572-6310	Improvements Other Than Building
572-6402	Equipment
572-6404	Machinery & Equipment

Total Capital Outlay

-	0.00%
-	0.00%
-	-100.00%
25,000	100.00%
-	-100.00%
\$ 25,000	-100.00%

## Capital Improvements Program:

272,523	-	-	-
\$ 272,523	\$ -	\$ -	\$ -

Prior Years Capital Improvement Program

Total Capital Improvements Program

-	0.00%
\$ -	0.00%

## Debt Service

337,045	337,030	337,074	335,626
\$ 337,045	\$ 337,030	\$ 337,074	\$ 335,626

581-9121 Transfer to Debt Service Fund

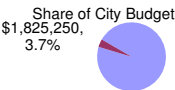
Total Debt Service

541,485	61.34%
\$ 541,485	61.34%

\$ 2,073,108	\$ 1,532,146	\$ 1,529,519	\$ 1,656,473	TOTAL EXPENSES	\$ 1,825,250	10.19%
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\$ (1,593,611)	\$ (1,229,435)	\$ (1,245,112)	\$ (1,366,458)	NET REVENUE / (EXPENSE)	\$ (1,535,730)	12.39%
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RECREATION



DESCRIPTION

Recreation manages a brand new 33,000 sq. ft. Recreation Center with a 10-field Athletic Complex, the FWB Library, Heritage Park and Cultural Center, Parks & ROW Maintenance, the Cemetery, and the FWB Golf Club. Football, baseball, basketball, soccer, and softball leagues are held at he facilities. Recreation centers offer a variety of crafts and exercise classes, after school programs, and summer day camps. Special events are held throughout the year. Tennis Center and BMX are contracted.

MISSION

Provide recreational and athletic opportunities to adults and youth alike.

CURRENT GOALS, OBJECTIVES, & METRICS (FY20)

Provide Diverse Recreational Opportunities

	Actual				YTD thru 06/30		Budget	
	2015-16	2016-17	2017-18	2018-19	2018-19	2019-20	2018-19	2019-20
Youth After School Participants (Total registrations)	116	120	132	108			45	45
Youth After School Program Capacity	68%	67%	75%	75%			100%	100%
Adult & Youth Sports Teams Participants	273	328	308	209			225	225
Adult & Youth Sports Teams with Sponsors	100%	100%	100%	100%			100%	100%

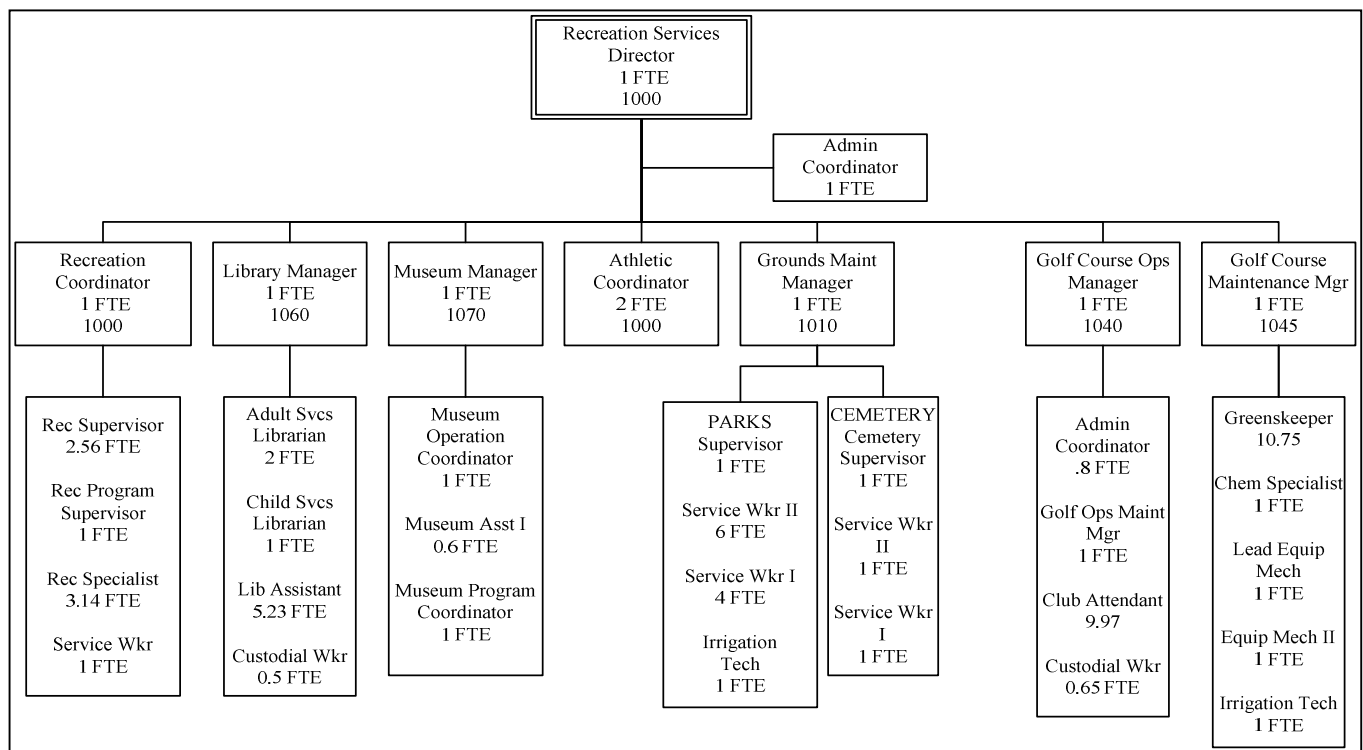
- ✓ Complete Phase 2 with 4 Sand Volleyball Courts, Handicap Parking, and lighting
- ✓ Reached maximum capacity with Summer Recreation numbers
- ✓ Installed 12 online Camera System

FUTURE GOALS (FY21 & FY22)

- ✓ Build additional multipurpose fields on Hollywood blvd - Opening up Gateway to Athletic Complex

PRIOR YEAR ACCOMPLISHMENTS (FY19)

- ✓ Completed Volleyball Complex
- ✓ Completed Ferry Park Renovation
- ✓ Had 500 teams from out of state play at the Preston Hood Athletic Complex from May-July
- ✓ Completed an agreement with USTA to manage the FWB Tennis Center and local Tennis programs



**001 GENERAL FUND - 1010 PARKS / ROW**

Actual				Budget	
2015-16	2016-17	2017-18	2018-19 Adopted	2019-20 Adopted	% Change
<b>Revenues:</b>					
39,664	35,957	31,450	35,957	347-2200 Rentals - Liza Jackson	16,245 -54.82%
14,530	17,314	8,926	17,314	347-2210 Rentals tax-exempt - Liza Jackson	8,727 -49.60%
-	-	-	-	347-4010 Spec Evt - Landing	- 0.00%
-	-	1,890	25	347-4020 Spec Evt - tax-exempt - Landing	- -100.00%
-	-	-	-	344-9007 DOT Right-of-Way Maintenance Contract	43,774 100.00%
6,026	4,730	3,925	2,484	362-1000 Rentals & Leases	2,636 6.12%
45,000	-	-	-	366-1000 Contributions/Donations	- 0.00%
<b>\$ 105,220</b>	<b>\$ 58,001</b>	<b>\$ 46,192</b>	<b>\$ 55,780</b>	<b>TOTAL REVENUES</b>	<b>\$ 71,382 27.97%</b>
<b>Personal Services:</b>					
<b>10.00</b>	<b>10.00</b>	<b>10.25</b>	<b>12.00</b>	<b>Number of Funded Employees (FTE's)</b>	<b>13.00</b>
317,789	304,822	337,125	398,245	572-1200 Salaries	431,193 8.27%
-	325	108	432	572-1201 Service Awards	- -100.00%
108	-	100	-	572-1202 Incentive/Merit Pay	- 0.00%
5,925	2,780	7,221	4,000	572-1400 Salaries - Overtime	4,020 0.50%
196	239	500	-	572-1401 Salaries - Overtime Holiday Worked	- 0.00%
18,704	18,961	20,073	22,545	572-2100 FICA Taxes	25,556 13.36%
4,374	4,434	4,695	5,272	572-2101 Medicare	5,977 13.38%
64,437	65,506	102,603	99,296	572-2200 Retirement Contributions	67,588 -31.93%
2,490	6,171	9,422	11,272	572-2204 Retirement Contributions - DC Plan	14,004 24.23%
62,030	65,045	77,351	104,141	572-2300 Dental, Life & Health Insurance	93,121 -10.58%
10,965	10,379	14,857	16,546	572-2400 Worker's Compensation	17,531 5.95%
<b>\$ 487,019</b>	<b>\$ 478,662</b>	<b>\$ 574,055</b>	<b>\$ 661,750</b>	<b>Total Personal Services</b>	<b>\$ 658,990 -0.42%</b>
<b>Operating Expenditures:</b>					
600	-	-	280	572-3100 Professional Services	280 0.00%
-	2,959	619	-	572-3400 Other Services	57,497 100.00%
14,620	27,150	29,146	33,390	572-3450 Other Services - Grounds Maintenance	38,962 16.69%
3,168	2,548	2,647	3,412	572-4100 Communication Services	6,263 83.56%
78,049	78,744	80,219	78,744	572-4300 Utilities	89,509 13.67%
5,730	10,683	7,511	1,200	572-4400 Rentals & Leases	8,712 626.00%
550	568	567	610	572-4610 Maintenance Contracts	631 3.44%
6,468	4,403	5,658	3,300	572-4620 Vehicle Repair	4,600 39.39%
10,207	15,031	14,933	12,900	572-4630 Equipment Repair	17,030 32.02%
7,257	20,962	18,193	11,650	572-5200 Operating Supplies	14,725 26.39%
12,955	13,849	18,898	15,349	572-5204 Fuel & Oil	14,700 -4.23%
582	750	178	600	572-5210 Uniform Expense	1,200 100.00%
-	-	811	-	572-5231 Computer Hardware/Software	- 0.00%
4,044	6,867	6,666	8,000	572-5233 Tools	11,225 40.31%
1,371	1,261	1,094	2,000	572-5234 Safety Supplies/Equipment	2,530 26.50%
51,177	60,671	63,854	70,730	572-5250 Operating Supplies - Grounds Maintenance	81,680 15.48%
110	-	-	200	572-5400 Books, Dues & Publications	200 0.00%
-	50	80	350	572-5500 Training	500 42.86%
<b>\$ 196,889</b>	<b>\$ 246,496</b>	<b>\$ 251,074</b>	<b>\$ 242,715</b>	<b>Total Operating Expenditures</b>	<b>\$ 350,244 44.30%</b>
<b>Capital Outlay:</b>					
-	-	41,300	-	572-6214 Building Improvements	- 0.00%
44,068	15,571	457,124	-	572-6310 Improvements Other Than Building	- 0.00%
-	11,600	61,613	-	572-6402 Equipment	5,000 100.00%
41,528	45,733	-	-	572-6404 Trucks	66,000 100.00%
69,560	-	44,894	-	572-6406 Specialized Equipment	- 0.00%
-	-	1,207	-	572-6420 Computer Hardware/Software	- 0.00%
<b>\$ 155,156</b>	<b>\$ 72,904</b>	<b>\$ 606,138</b>	<b>\$ -</b>	<b>Total Capital Outlay</b>	<b>\$ 71,000 0.00%</b>

# 001 GENERAL FUND - 1010 PARKS / ROW

Actual				Budget	
2015-16	2016-17	2017-18	2018-19 Adopted	2019-20 Adopted	% Change
214,367	214,356	214,386	214,391	-	-100.00%
<b>\$ 214,367</b>	<b>\$ 214,356</b>	<b>\$ 214,386</b>	<b>\$ 214,391</b>	<b>\$ -</b>	<b>-100.00%</b>
				<b>Total Debt Service</b>	
				<b>\$ -</b>	<b>-100.00%</b>
<b>\$ 1,053,431</b>	<b>\$ 1,012,418</b>	<b>\$ 1,645,651</b>	<b>\$ 1,118,856</b>	<b>\$ 1,080,234</b>	<b>-3.45%</b>
				<b>NET REVENUE / (EXPENSE)</b>	
<b>\$ (948,211)</b>	<b>\$ (954,417)</b>	<b>\$ (1,599,459)</b>	<b>\$ (1,063,076)</b>	<b>\$ (1,008,852)</b>	<b>-5.10%</b>

## Debt Service

581-9121 Transfer to Debt Service Fund

## PARKS

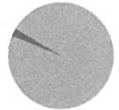
### DESCRIPTION

Parks is responsible for the maintenance and beautification of 23 developed parks, 17 athletic fields, 5 exercise tracks, 21 tennis courts, and 3 boat ramp facilities.

### MISSION

Preserve, protect, maintain, and enhance the City's parkland areas.

Share of City Budget  
\$1,080,234,  
2.2%



### CURRENT GOALS, OBJECTIVES, & METRICS (FY20)

#### Ensure Parks are Safe, Functional, and Attractive

Park Rentals - Liza Jackson, Landing, Chester Pruitt Park

Field Rentals

Controller Monitors Connected to I.Q. Irrigation Central Control System

	Actual		YTD thru 06/30	Budget	
2015-16	2016-17	2017-18	2018-19	2018-19	2019-20
365	373	427	261	375	375
535	271	275	267	300	300
74%	90%	49%	53%	75%	75%

- ✓ Resurface 4 courts at FWB Tennis Center
- ✓ Construct building addition at FWB Tennis Center
- ✓ Renovate Parks yard with new building and storage

### FUTURE GOALS (FY21 & FY22)

- ✓ Add more parking for Athletic Complex
- ✓ Add additional fields on Hollywood Blvd

### PRIOR YEAR ACCOMPLISHMENTS (FY19)

- ✓ Install Volleyball Courts at Rec Complex
- ✓ Replace Garniers Beach Playground
- ✓ Replace Pier and Boardwalk at Liza Jackson Park

# 001 GENERAL FUND - 1040 GOLF CLUB

Actual				Budget		
2015-16	2016-17	2017-18	2018-19 Adopted		2019-20 Adopted	% Change
Revenues:						
608,722	600,422	677,330	646,155	347-5000	Greens Fees	670,353 3.74%
8,572	3,228	436	500	347-5020	Tournament Fees	510 2.00%
-	42,695	49,086	25,389	347-5025	Tournament Fees - Tax Exempt	28,955 14.05%
-	-	-	65,383	347-5099	GolfNow/Comp Green Fees	65,383 0.00%
100,142	104,647	109,776	104,599	347-5100	Membership Fees	107,737 3.00%
536,649	500,332	559,183	483,952	347-5200	Golf Cart Rental	508,925 5.16%
991	623	458	792	347-5210	Pull Cart Rental	322 -59.34%
-	-	-	49,208	347-5299	GolfNow/Comp Golf Cart Fees	49,208 0.00%
65,261	59,092	60,620	57,838	347-5300	Driving Range	54,051 -6.55%
73,289	66,113	28,524	28,578	347-5400	Rental and Lease Income - Restaurant & Pro Shop	24,993 -12.54%
2,145	2,070	2,190	1,890	347-5510	GHIN Handicapping Service	3,134 65.82%
12,838	4,694	6,741	6,952	347-5900	League Play	9,134 31.39%
-	27,607	38,686	31,415	347-5915	Merchandise Sales	28,229 -10.14%
(57)	(98)	(188)	50	347-5920	Cash Over/(Under)	150 200.00%
24,600	26,568	26,568	26,568	362-2010	Rental and Lease Income - Tower	26,568 0.00%
\$ 1,433,152	\$ 1,437,994	\$ 1,559,410	\$ 1,529,269	TOTAL REVENUES		\$ 1,577,652 3.16%
Personal Services:						
13.93	13.81	13.81	13.96	Number of Employees (FTE's)		13.42
95,873	305,411	107,242	109,840	572-1200	Regular Salaries	119,093 8.42%
162	217	208	-	572-1201	Service Awards	270 100.00%
201,293	-	203,828	278,096	572-1300	Part-Time Wages	292,452 5.16%
123	429	-	100	572-1400	Salaries - Overtime	100 0.00%
18,094	18,598	18,888	23,606	572-2100	FICA Taxes	25,050 6.12%
4,231	4,349	4,417	5,522	572-2101	Medicare	5,859 6.11%
30,093	37,539	67,756	58,655	572-2200	Retirement Contributions	45,058 -23.18%
8,257	9,342	9,943	10,893	572-2300	Dental, Life & Health Insurance	11,381 4.48%
4,596	4,705	5,922	7,186	572-2400	Worker's Compensation	8,268 15.06%
\$ 362,722	\$ 380,590	\$ 418,204	\$ 493,897	Total Personal Services		\$ 507,532 2.76%
Operating Expenditures:						
27,801	30,294	33,886	42,839	572-3100	Professional Services	43,176 0.79%
-	-	470	-	572-3450	Other Services - Grounds Maintenance	- -100.00%
3,329	3,398	3,287	3,317	572-4100	Communication Services	3,189 -3.86%
193	126	127	100	572-4200	Postage	100 0.00%
89,117	66,410	69,751	66,410	572-4300	Utilities	69,752 5.03%
98,659	87,499	90,085	90,116	572-4400	Rentals & Leases	90,031 -0.09%
1,524	1,663	1,936	2,023	572-4610	Maintenance Contracts	2,044 1.04%
4,334	980	2,595	4,000	572-4630	Equipment Repair	3,300 -17.50%
-	-	-	1,750	572-4680	Plant & System Repair	1,750 0.00%
10,745	14,095	13,195	15,000	572-4800	Promotional Activities	13,000 -13.33%
116,489	-	116,807	114,591	572-4899	GolfNow/Comp Golf Rounds & Carts	114,591 0.00%
601	565	834	1,090	572-5100	Office Supplies	1,090 0.00%
12,434	16,018	10,852	17,375	572-5200	Operating Supplies	16,375 -5.76%
4	(40)	-	-	572-5204	Fuel & Oil	- 0.00%
-	19,603	18,205	-	572-5205	Goods for Resale	20,000 100.00%
475	185	222	1,440	572-5210	Uniform Expense	1,440 0.00%
2,046	-	-	-	572-5231	Computer Hardware/Software	- 0.00%
-	-	590	4,700	572-5250	Operating Supplies - Grounds Maintenance	4,700 0.00%
2,661	2,494	2,557	2,440	572-5400	Books, Dues & Publications	2,480 1.64%
\$ 370,412	\$ 243,290	\$ 365,399	\$ 367,191	Total Operating Expenditures		\$ 387,018 5.40%
Capital Outlay:						
-	-	5,251	-	572-6402	Equipment	- 0.00%
-	-	2,413	-	572-6420	Computer Hardware/Software	- 0.00%
\$ -	\$ -	\$ 7,664	\$ -	Total Capital Outlay		\$ - 0.00%
Capital Improvements Program:						
\$ -	\$ -	\$ -	\$ -	Total Capital Improvements Program		\$ - 0.00%
Debt Service:						
1,271	1,271	1,271	1,671	581-9121	Transfer to Debt Service Fund	- -100.00%
\$ 1,271	\$ 1,271	\$ 1,271	\$ 1,671	Total Debt Service		\$ - -100.00%
734,405	625,151	792,539	862,759	TOTAL EXPENSES		894,550 3.68%

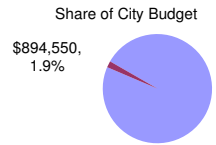
# GOLF CLUB

## DESCRIPTION

The Golf Club consists of two championship 18-hole golf courses, putting green, driving range, and clubhouse. The club holds many community oriented golf tournaments and promotes a Junior Golf Program every summer with clinics.

## MISSION

Provide a quality golf experience to members and visitors through excellent customer service.



## CURRENT GOALS, OBJECTIVES, & METRICS (FY20)

### Ensure Player Satisfaction

	Actual				YTD thru 06/30		Budget	
	2015-16	2016-17	2017-18	2018-19			2018-19	2019-20
Active Memberships	412	412	459	359			450	450
Active Youth Memberships	70	69	50	51			75	75
<b>Promote Play During Off-Peak Times</b>								
Rounds Teeing Off Between Noon and 4pm	11,145	16,092	17,435	13,290			18,000	18,000
% of Rounds Teeing Off Between Noon and 4pm	31%	37%	32%	31%			35%	35%
Marketing Rounds Distributed	3300	3283	3351	2566			3000	3000
Marketing Rounds Redeemed	2628	2722	2781	2171			2200	2200
Revenues Generated from Marketing Rounds	\$103,954	\$94,430	\$163,148	\$139,603			\$120,000	\$120,000

- ✓ Get Edwin Watts space leased to company
- ✓ Remove old buildings off of Country Club.

## FUTURE GOALS (FY21 & FY22)

- ✓ Increase membership to 600
- ✓ Install covered pavilion to increase revenue through rentals and tournaments.

## PRIOR YEAR ACCOMPLISHMENTS (FY19)

- ✓ Landscaped the area outside the Veranda
- ✓ Renovated all practice greens to excellent condition

**001 GENERAL FUND - 1045 GOLF GROUNDS**

Actual				Budget	
2015-16	2016-17	2017-18	2018-19 Adopted	2019-20 Adopted	% Change
				<b>Revenues:</b>	
				Revenues Shared with Golf Club Operations Division	
\$	-	\$	-	<b>TOTAL REVENUES</b>	<b>\$ - 0.00%</b>
				<b>Personal Services:</b>	
16.25	15.75	15.75	15.75	<i>Number of Employees (FTE's)</i>	15.75
386,904	367,830	359,590	473,639	572-1200 Regular Salaries	515,126 8.76%
217	325	262	-	572-1201 Service Awards	488 100.00%
13,329	-	13,365	19,306	572-1300 Part-Time Wages	19,306 0.00%
1,542	568	2,627	1,000	572-1400 Salaries - Overtime	1,000 0.00%
2,635	3,184	2,971	2,765	572-1401 Salaries - Overtime Holiday Worked	2,765 0.00%
23,971	22,292	23,956	29,175	572-2100 FICA Taxes	31,172 6.84%
5,606	5,214	5,603	6,823	572-2101 Medicare	7,290 6.85%
85,819	89,762	108,472	72,463	572-2200 Retirement Contributions	67,588 -6.73%
2,972	4,435	10,361	19,851	572-2204 Retirement Contributions - DC Plan	20,266 2.09%
40,610	34,060	38,340	111,215	572-2300 Dental, Life & Health Insurance	105,995 -4.69%
6,231	5,761	7,562	9,726	572-2400 Worker's Compensation	14,443 48.50%
<b>\$ 569,836</b>	<b>\$ 533,431</b>	<b>\$ 573,109</b>	<b>\$ 745,964</b>	<b>Total Personal Services</b>	<b>\$ 785,439 5.29%</b>
				<b>Operating Expenditures:</b>	
2,304	2,304	2,867	2,496	572-3100 Professional Services	2,496 0.00%
115	120	-	125	572-3400 Other Services	125 0.00%
50,417	43,260	27,880	31,430	572-3450 Other Services - Grounds Maintenance	40,130 27.68%
656	529	438	288	572-4100 Communication Services	264 -8.33%
8,521	6,552	5,750	6,552	572-4300 Utilities	5,750 -12.24%
11,191	14,995	14,864	15,277	572-4400 Rentals & Leases	33,039 116.27%
714	732	751	1,075	572-4610 Maintenance Contracts	1,096 1.95%
3,279	1,338	830	500	572-4620 Vehicle Repair	500 0.00%
33,880	44,190	43,938	31,000	572-4630 Equipment Repair	31,000 0.00%
(694)	149	(108)	-	572-4916 Inventory Short/Over	- 0.00%
16	34	18	45	572-5100 Office Supplies	45 0.00%
7,873	7,066	8,845	8,045	572-5200 Operating Supplies	8,095 0.62%
(501)	7,424	5,543	-	572-5203 Fleet Maintenance Clearing Account	- 0.00%
14,847	16,022	22,283	16,022	572-5204 Fuel & Oil	12,000 -25.10%
1,829	1,396	2,181	2,295	572-5210 Uniform Expense	2,295 0.00%
2,687	3,915	3,806	6,000	572-5233 Tools	6,000 0.00%
1,483	900	866	3,400	572-5234 Safety Supplies/Equipment	3,910 15.00%
242,791	222,717	138,175	258,750	572-5250 Operating Supplies - Grounds Maintenance	245,500 -5.12%
75	425	455	90	572-5400 Books, Dues & Publications	725 705.56%
<b>\$ 381,484</b>	<b>\$ 374,068</b>	<b>\$ 279,382</b>	<b>\$ 383,390</b>	<b>Total Operating Expenditures</b>	<b>\$ 392,970 2.50%</b>
				<b>Capital Outlay:</b>	
-	-	147,750	-	572-6402 Equipment	- 0.00%
<b>\$ -</b>	<b>\$ -</b>	<b>\$ 147,750</b>	<b>\$ -</b>	<b>Total Capital Outlay</b>	<b>\$ - 0.00%</b>
				<b>Capital Improvements Program:</b>	
<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>Total Capital Improvements Program</b>	<b>\$ - 0.00%</b>
				<b>Debt Service:</b>	
11,825	3,239	3,240	3,240	581-9121 Transfer to Debt Service Fund	3,234 -0.20%
<b>\$ 11,825</b>	<b>\$ 3,239</b>	<b>\$ 3,240</b>	<b>\$ 3,240</b>	<b>Total Debt Service</b>	<b>\$ 3,234 -0.20%</b>
<b>963,145</b>	<b>910,738</b>	<b>1,003,481</b>	<b>1,132,594</b>	<b>TOTAL EXPENSES</b>	<b>1,181,643 4.33%</b>



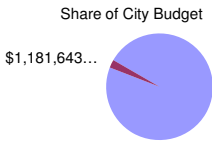
# GOLF GROUNDS

## DESCRIPTION

The Pines Course offers 18-holes in a challenging layout of over 6,800 yards through a tree-lined, upland pine forest. The Oaks course offers 18-holes over 6,400 yards of narrow fairways lined with oak trees and water hazards.

## MISSION

Provide a quality golf experience to members and visitors through excellent course maintenance.



## CURRENT GOALS, OBJECTIVES, & METRICS (FY20)

### Reduce Maintenance Costs

Out-of-Play Areas with Native Plant Material

- ✓ Install Covered storage for all new equipment
- ✓ Level tee boxes on #3 and #15 on Pines Course

Actual				YTD thru 06/30	Budget	
2015-16	2016-17	2017-18	2018-19	2018-19	2018-19	2019-20
16%	15%	15%	15%		15%	15%

## FUTURE GOALS (FY21 & FY22)

- ✓ Make #12 and #13 Oaks ponds a natural cord grass retention area.
- ✓ Landscape renovations out front of clubhouse
- ✓ Demo old buildings by Country Club Road

## PRIOR YEAR ACCOMPLISHMENTS (FY19)

- ✓ Repair bridge decking on #5 Pines, #6 Pines and #17 Oaks
- ✓ Repair roofs at Maintenance shop
- ✓ Landscape area out front of Veranda
- ✓ Have all 36 Greens in good playing condition year round

# 001 GENERAL FUND - 1060 LIBRARY

Actual							Budget	
2015-16	2016-17	2017-18	2018-19 Adopted				2019-20 Adopted	% Change
<b>Revenues:</b>								
-	79,687		73,596	337-7000	Cooperative Funding - Operations	81,376	10.57%	
6,670	-	-	-	337-7005	Library Co-Op Program Revenue	-	0.00%	
6,125	5,575	6,143	450	341-9110	Passport Fees	450	0.00%	
2,025	1,865	1,850	3,660	347-1000	Library Fees	3,660	0.00%	
7,005	5,899	6,323	6,432	347-1010	Photo Copy Revenue	6,432	0.00%	
425	225	125	150	347-1210	Rentals - Taxable	171	14.00%	
11,648	10,229	9,704	1,000	352-1000	Library Fines	-	-100.00%	
86	302	229	157	352-1010	Lost Publications	518	229.92%	
4,045	4,704	13,246	-	366-1000	Contributions/Donations	-	0.00%	
-	-	-	-	389-9600	Approp. from Reserved Fund Bal - Harvey Trust	-	0.00%	
\$ 38,028	\$ 108,486	\$ 37,621	\$ 85,444	TOTAL REVENUES		\$ 92,607	8.38%	
<b>Personal Services:</b>								
7.92	8.02	8.72	8.72	Number of Funded Employees (FTE's)			9.73	
172,986	270,319	184,209	188,657	571-1200	Regular Salaries	202,556	7.37%	
-	271	-	162	571-1201	Service Awards	108	-33.33%	
650	600	-	-	571-1202	Incentive/Merit Pay	-	0.00%	
93,967	-	97,188	120,762	571-1300	Part-Time Wages	120,762	0.00%	
100	720	936	200	571-1400	Salaries - Overtime	200	0.00%	
16,385	16,597	17,109	18,742	571-2100	FICA Taxes	19,555	4.34%	
3,832	3,881	4,001	4,383	571-2101	Medicare	4,573	4.34%	
41,525	51,945	93,565	80,345	571-2200	Retirement Contributions	67,588	-15.88%	
2,622	746	2,787	2,865	571-2204	Retirement Contributions - DC Plan	2,939	2.57%	
5,461	7,174	12,221	13,330	571-2300	Dental, Life & Health Insurance	14,479	8.62%	
784	790	1,005	1,039	571-2400	Worker's Compensation	1,085	4.47%	
\$ 338,311	\$ 353,043	\$ 413,021	\$ 430,484	Total Personal Services		\$ 433,846	0.78%	
<b>Operating Expenditures:</b>								
2,541	2,348	2,447	2,474	571-3100	Professional Services	2,730	10.35%	
1,498	2,281	1,525	1,770	571-3400	Other Services	1,795	1.41%	
548	698	-	400	571-3407	Program Instruction	400	0.00%	
-	-	-	250	571-3450	Operating Supplies - Grounds Maintenance	250	0.00%	
471	87	-	-	571-4000	Travel and Per Diem	-	0.00%	
1,785	1,903	1,952	1,855	571-4100	Communication Services	1,855	0.00%	
169	340	131	200	571-4200	Postage	200	0.00%	
61,077	78,425	95,236	78,425	571-4300	Utilities	103,106	31.47%	
14,993	15,406	15,586	15,528	571-4400	Rentals & Leases	15,525	-0.02%	
1,415	1,819	1,928	1,950	571-4610	Maintenance Contracts	2,487	27.54%	
1,613	11,000	-	-	571-4640	Building Maintenance	-	0.00%	
2,089	1,716	1,622	1,460	571-5100	Office Supplies	2,510	71.92%	
29,475	39,823	16,808	15,113	571-5200	Operating Supplies	17,042	12.76%	
345	493	921	600	571-5207	Program Expense	600	0.00%	
2,693	909	3,746	-	571-5223	Passport Fee Spending	-	0.00%	
2,144	3,857	3,389	-	571-5224	General Donation Spending	-	0.00%	
682	134	7,702	-	571-5231	Computer Hardware/Software	-	0.00%	
191	-	23	-	571-5250	Grounds Maintenance	-	0.00%	
762	262	265	262	571-5400	Books, Dues & Publications	269	2.67%	
300	-	-	-	571-5500	Training	-	0.00%	
\$ 124,791	\$ 161,501	\$ 153,281	\$ 120,287	Total Operating Expenditures		\$ 148,769	23.68%	
<b>Capital Outlay:</b>								
-	1,246	-	-	571-6401	Furniture and Fixtures	-	0.00%	
2,209	-	-	-	571-6402	Equipment	-	0.00%	
-	-	12,600	-	571-6420	Computer Hardware/Software	-	0.00%	
34,809	40,117	38,309	35,000	571-6600	Books, Publications & Library Materials	35,000	0.00%	
\$ 37,018	\$ 41,363	\$ 50,909	\$ 35,000	Total Capital Outlay		\$ 35,000	0.00%	
\$ -	\$ -	\$ -	\$ -	Total Capital Improvements Program		\$ -	0.00%	
<b>Debt Service</b>								
20,758	20,849	20,484	20,718	581-9121	Transfer to Debt Service Fund	18,389	-11.24%	
\$ 20,758	\$ 20,849	\$ 20,484	\$ 20,718	Total Debt Service		\$ 18,389	-11.24%	
\$ 520,879	\$ 576,756	\$ 637,696	\$ 606,489	TOTAL EXPENSES		\$ 636,004	4.87%	
\$ (482,850)	\$ (468,270)	\$ (600,075)	\$ (521,044)	NET REVENUE / (EXPENSE)		\$ (543,396)	4.29%	

# LIBRARY

## DESCRIPTION

Library resources include books, movies, games, ebooks, and e-audio for children and adults. Children's learning activities for all ages conducted weekly with holiday and special programs being offered throughout the year. Facilities include a children's activity room, 5 study rooms, an art gallery, a digital media lab, meeting space for large and small groups, Wi-Fi access, children's learning stations, and 11 computer stations.

## MISSION

Create and foster a comprehensive variety of print and media resources and materials designed to educate and entertain.

## CURRENT GOALS, OBJECTIVES, & METRICS (FY20)

### Provide Resources to Promote Literacy, Education, & Enrichment

	Actual				YTD thru 06/30		Budget	
	2015-16	2016-17	2017-18	2018-19	2018-19	2019-20	2018-19	2019-20
Inventoried Collection Per Citizen	3.6	3.1	3.3	3.0			3.0	3.0
Circulation per Item	2	1.8	2.2	0.6			2.5	2.5
Circulation per Active Borrower (City and Non-City Residents)	6.6	6.4	7.3	5.6			7.8	7.8
City Residents Who Have an Active Library Card	33%	45%	49%	41%			40%	42%

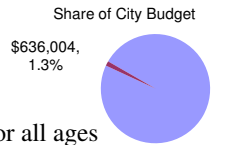
- ✓ Leverage updated physical collection with display and marketing innovations to enhance circulation and collection use.
- ✓ Use social media marketing of non-print resources, such as the media lab and physical spaces, to enhance the value of the library to the community.

## FUTURE GOALS (FY21 & FY22)

- ✓ Offer a variety of classes, clubs, and events to bring in more people ages 13-30, using the library's media lab, meeting spaces, and maker resources.
- ✓ Explore off-site outreach opportunities in the community to encourage library use by young adults and teens.

## PRIOR YEAR ACCOMPLISHMENTS (FY19)

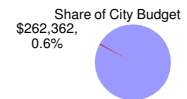
- ✓ Increased use of the adult non-fiction collection by 11% with weeding and updating of the collection through targeted acquisitions.
- ✓ Instituted an annual planning process to better utilize resources toward more relevant services for citizens.
- ✓ Conducted new Maker Day fair to bring new families, small businesses, and activities into the library.
- ✓ Increased marketing of non-print resources through marketing inhouse and through social media.



**001 GENERAL FUND - 1070 MUSEUM**

Actual				Budget			
2015-16	2016-17	2017-18	2018-19 Adopted		2019-20 Adopted	% Change	
<b>Revenues:</b>							
1,225	975	835	250	341-9110	Passport Fees	250	0.00%
36	78	-	-	347-2000	Program Revenue	-	0.00%
32,828	31,677	34,233	26,990	347-3500	Admission Fees	28,744	6.50%
24,063	27,424	31,313	26,508	347-3510	Merchandise Sales	27,646	4.29%
7,486	8,154	9,872	10,518	347-3520	Fees - Tax Exempt	11,616	10.44%
-	1,307	1,439	1,741	347-3610	Memberships	1,134	-34.87%
385	-	-	-	366-1000	Contributions/Donations	-	0.00%
<b>\$ 66,023</b>	<b>\$ 69,615</b>	<b>\$ 77,691</b>	<b>\$ 66,007</b>	<b>TOTAL REVENUES</b>		<b>\$ 69,390</b>	<b>5.13%</b>
<b>Personal Services:</b>							
<i>4.10</i>	<i>4.10</i>	<i>4.00</i>	<i>3.60</i>	<i>Number of Funded Employees (FTE's)</i>		<i>3.60</i>	
123,905	143,530	128,741	135,961	573-1200	Regular Salaries	143,387	5.46%
-	-	325	54	573-1201	Service Awards	-	-100.00%
108	100	500	-	573-1202	Incentive/Merit Pay	-	0.00%
23,040	-	12,650	15,445	573-1300	Part-Time Wages	15,445	0.00%
32	4	1	20	573-1400	Salaries - Overtime	20	0.00%
8,497	8,827	8,660	9,239	573-2100	FICA Taxes	9,681	4.78%
1,987	2,064	2,025	2,161	573-2101	Medicare	2,264	4.78%
27,628	32,630	41,258	37,568	573-2200	Retirement Contributions	22,529	-40.03%
1,541	1,930	3,951	4,101	573-2204	Retirement Contributions - DC Plan	4,391	7.08%
27,949	23,390	12,720	13,281	573-2300	Dental, Life & Health Insurance	14,173	6.72%
533	435	283	288	573-2400	Worker's Compensation	302	4.75%
<b>\$ 215,220</b>	<b>\$ 212,910</b>	<b>\$ 211,114</b>	<b>\$ 218,117</b>	<b>Total Personal Services</b>		<b>\$ 212,192</b>	<b>-2.72%</b>
<b>Operating Expenditures:</b>							
2,422	2,599	2,324	3,230	573-3100	Professional Services	3,230	0.00%
220	220	220	335	573-3400	Other Services	750	123.88%
-	332	-	-	573-4000	Travel and Per Diem	-	0.00%
1,064	1,084	1,074	1,104	573-4100	Communication Services	1,104	0.00%
45	115	82	120	573-4200	Postage	120	0.00%
14,846	13,088	12,853	13,088	573-4300	Utilities	12,853	-1.80%
3,039	1,659	556	560	573-4400	Rentals & Leases	559	-0.18%
2,388	2,255	2,201	2,639	573-4610	Maintenance Contracts	2,860	8.37%
158	91	87	100	573-4630	Equipment Repair	50	-50.00%
250	-	-	-	573-4640	Building Maintenance	-	0.00%
996	1,056	2,582	1,300	573-4700	Printing & Binding	1,200	-7.69%
7,685	2,431	4,846	3,085	573-4800	Promotional Activities	2,635	-14.59%
811	1,085	838	1,490	573-5100	Office Supplies	1,490	0.00%
1,065	1,344	4,027	3,200	573-5200	Operating Supplies	3,150	-1.56%
-	-	-	100	573-5204	Fuel & Oil	50	-50.00%
13,895	14,976	14,147	15,000	573-5205	Goods For Resale	15,000	0.00%
430	233	238	400	573-5207	Program Expense	400	0.00%
186	223	371	500	573-5210	Uniform Expense	400	-20.00%
2,759	1,445	1,519	2,860	573-5215	Exhibit / Collection Supplies	2,536	-11.33%
87	756	412	-	573-5223	Passport Fee Spending	-	0.00%
74	788	950	-	573-5224	General Donation Spending	-	0.00%
-	379	-	-	573-5225	Fundraising Spending	-	0.00%
480	1,211	812	-	573-5231	Computer Hardware/Software	-	0.00%
-	-	80	100	573-5234	Safety Supplies/Equipment	50	-50.00%
1,155	1,123	599	650	573-5250	Operating Supplies - Grounds Maintenance	700	7.69%
842	969	957	1,055	573-5400	Books, Dues & Publications	1,033	-2.09%
<b>\$ 54,897</b>	<b>\$ 49,462</b>	<b>\$ 51,775</b>	<b>\$ 50,916</b>	<b>Total Operating Expenditures</b>		<b>\$ 50,170</b>	<b>-1.47%</b>
<b>Capital Outlay:</b>							
9,954	3,998	-	-	573-6402	Equipment	-	0.00%
-	-	1,207	-	573-6420	Computer Hardware/Software	-	0.00%
<b>\$ 9,954</b>	<b>\$ 3,998</b>	<b>\$ 1,207</b>	<b>\$ -</b>	<b>Total Capital Outlay</b>		<b>\$ -</b>	<b>0.00%</b>
<b>\$ 280,071</b>	<b>\$ 266,370</b>	<b>\$ 264,093</b>	<b>\$ 269,033</b>	<b>TOTAL EXPENSES</b>		<b>\$ 262,362</b>	<b>-2.48%</b>
<b>\$ (214,048)</b>	<b>\$ (196,755)</b>	<b>\$ (186,402)</b>	<b>\$ (203,027)</b>	<b>NET REVENUE / (EXPENSE)</b>		<b>\$ (192,972)</b>	<b>-4.95%</b>

# MUSEUM



## DESCRIPTION

The Indian Temple Mound Museum was the first museum in Florida owned and operated by a municipality and is recognized for having one of the finest collections of prehistoric ceramics in the Southeast United States. Historic structures such as the Camp Walton Schoolhouse and Garnier Post Office Museums are fine examples of Northwest Florida history and house artifacts that relay the story of early Camp Walton. The Civil War Exhibits Building interprets the First Florida Militia and their activities while stationed at what we today call The Fort Walton Landing.

## MISSION

Share 14,000 years of Fort Walton culture and history through stewardship, education and interpretation of its prehistoric and historic collections.

## CURRENT GOALS, OBJECTIVES, & METRICS (FY20)

### Share Community History With Public

	Actual				YTD thru 06/30		Budget	
	2015-16	2016-17	2017-18	2018-19	2018-19	2019-20	2018-19	2019-20
Visitors Per General Visitation Hour of Operation	5.4	5.3	5.3	5.7			6.0	6.0
Educational Programming Visitors During Non-General Visitation Hours	5,025	4,407	5,330	3,784			5,500	5,500
Outreach Programming Visitors During Non-General Visitation Hours	8,695	11,482	8,565	16,685			11,000	11,000
City Savings from Volunteer Assistance	\$14,306	\$10,996	\$10,995	\$10,498			\$11,000	\$11,000

- ✓ Continue to improve public access to museum properties and downtown community. Completed renovation of mound staircase and
- ✓ Continue to provide event and activity programming to increase visitation to and public awareness of Heritage Park.
- ✓ Provide 2018 Advertising and Marketing Partnership in conjunction with Okaloosa County Tourist Development Council. Its purpose is to develop awareness of and visitation to Heritage Park and the downtown area.
- ✓ Provide programming activities designed to match State Standards for Civil War education to attract older grade students of field trips to Heritage Park.

## FUTURE GOALS (FY21 & FY22)

- ✓ Complete NAGPRA process for 8OK6M (Fort Walton Temple Mound) archaeological site from filing to certification.
- ✓ Look into the possibility of painting the historic structure - the Camp Walton Schoolhouse Museum
- ✓ Create parking areas accessible to school buses, RVs and shuttle buses for improved public access to facilities.

## PRIOR YEAR ACCOMPLISHMENTS (FY19)

- ✓ Continued training: staff and volunteers received training on museum programs, collections care, customer service and exhibits. This training takes place on a monthly basis.
- ✓ Continued use of museum volunteers: Volunteers assist in museum activities and events, as well as keeping the historic buildings open longer hours to the public. Donated hours are anticipated to exceed 2,000 hours this year. Museum volunteers provide assistance with educational and recreational programming such as Zombie Walk, various Open House days and the Camp Walton Christmas event. These experiences afford visitors the opportunity to enjoy free admission days.
- ✓ Continued Community Involvement: museum partnership with Emerald Coast Archaeology Society allows visitors to attend 4-6 guest speakers on archaeology topics throughout the year. Museum partnership with Thunderbird Honor Guard strengthens ties to the Native American community and provides access to cultural demonstrations during the year. Museum partnership with Reeds Raiders at Bowlegs in defense of the City increases public awareness of museum activities and raises awareness that history can be fun. Museum partnership with Musical Echoes provides cultural and arts festival to general public which increases awareness and strengthens Native American commitment to the mound and museum.
- ✓ Continued Public Awareness Campaign: The Indian Temple Mound Museum seeks out advertising opportunities and has been on various websites, Facebook, blogs, NWF Daily News, Emerald Coast Magazine, Visit Florida, FWB Chamber of Commerce, the Four Points Sheraton in-room compendium of things to do and see, WUWF's "Unearthing Pensacola" segments, and WEAR ABC Channel 3. The museums were able to display their events on various Lamar advertising boards which has increased visibility. Local organizational newsletters increase awareness, promote activities and show the accomplishments of the museums and their partners. These include Florida Public Archaeology Network (Pensacola), Baker Block News (Baker), Panhandle Historic Preservation Alliance News (reaches all panhandle), Emerald Coast Archaeology Society (OK County), Heritage News (Niceville), GWFC Our Voice Florida Woman's Club newsletter (OK County), and Genealogical Society of Okaloosa County (OK County). Through TDC partnership we were able to have an advertisement at the Panama City Airport to advertise museum and City events.
- ✓ Provide Successful Programming: It is the goal of Heritage Park to be at the forefront of educational experiences and activities for students in our four county service area. As such we are constantly developing new presentations for schools and the public designed to showcase the artifact collection, archaeology in general and to present the history of the local community in exciting ways. We have increased our homeschool programming to reach new audiences. We began a campaign to bring back schools who visited in the past but no longer do so. This is an ongoing project, but has already begun to bear fruit.
- ✓ TDC Partnership: This year the TDC Partnership was entitled Marketing and Advertising Package. Its goal was to promote the offerings and accomplishments of Heritage Park and the downtown community. It included rackcards for distribution at hotels from Panama City to Pensacola, hotel room keycards focused on guests already aware of our facility, ads in coupon books targeted guests not already aware of our facility, pole banners were utilized to reach downtown visitors and finally the creation of a marketing video will inspire visitors for a long time to come.

**001 GENERAL FUND - 1080 CEMETERY**

Actual				Budget			
2015-16	2016-17	2017-18	2018-19 Adopted			2019-20 Adopted	% Change
Revenues:							
187,635	126,360	176,790	194,610	343-8000	Sale of Lots	204,917	5.30%
6,975	9,565	2,790	5,580	343-8100	Crypt Sales	8,082	44.84%
4,335	23,215	10,325	6,870	343-8200	Niche Sales	20,788	202.59%
4,825	21,150	17,120	21,490	343-8300	Weekend/Holidays Interments	22,431	4.38%
175,500	160,160	143,250	160,620	343-8400	Openings/Closings	178,217	10.96%
804	2,981	2,013	1,684	343-8500	Transfer Fees	488	-71.02%
20,364	20,217	-	-	381-2400	Transfer from Beal Memorial Cemetery Fund	34,000	100.00%
\$ 400,438	\$ 363,648	\$ 352,288	\$ 390,854	TOTAL REVENUES		\$ 468,923	19.97%
Personal Services:							
3.00	3.00	3.00	3.00	Number of Funded Employees (FTE's)		3.00	
96,847	100,032	102,502	106,013	539-1200	Regular Salaries	111,374	5.06%
-	108	325	-	539-1201	Service Awards	-	0.00%
495	1,810	446	500	539-1400	Salaries - Overtime	500	0.00%
79	512	62	100	539-1401	Salaries - Overtime Holiday Worked	100	0.00%
5,339	5,591	5,588	5,686	539-2100	FICA Taxes	5,900	3.76%
1,249	1,308	1,307	1,330	539-2101	Medicare	1,380	3.75%
28,736	35,990	65,489	56,611	539-2200	Retirement Contributions	67,588	19.39%
24,666	28,000	29,814	32,664	539-2300	Dental, Life & Health Insurance	34,234	4.81%
5,209	5,364	6,892	6,816	539-2400	Worker's Compensation	8,553	25.48%
\$ 162,619	\$ 178,715	\$ 212,425	\$ 209,721	Total Personal Services		\$ 229,628	9.49%
Operating Expenditures:							
948	948	948	950	539-3100	Professional Services	950	0.00%
69,170	63,325	68,925	74,000	539-3400	Other Services	74,000	0.00%
450	250	-	-	539-3450	Other Services - Grounds Maintenance	-	0.00%
847	840	898	896	539-4100	Communication Services	851	-5.02%
68,460	75,416	94,334	75,416	539-4300	Utilities	94,333	25.08%
42	-	-	60	539-4400	Rentals & Leases	60	0.00%
796	562	692	883	539-4610	Maintenance Contracts	904	2.37%
325	173	434	-	539-4620	Vehicle Repair	-	0.00%
712	232	755	1,850	539-4630	Equipment Repair	1,850	0.00%
1,075	-	7,500	-	539-4640	Building Maintenance	-	0.00%
6,410	17,560	6,637	-	539-4980	Repurchase Cemetery Lots	-	0.00%
1,918	831	1,269	1,375	539-5200	Operating Supplies	1,375	0.00%
1,123	1,122	1,603	1,122	539-5204	Fuel & Oil	800	-28.70%
215	223	494	180	539-5210	Uniform Expense	180	0.00%
-	-	811	-	539-5231	Computer Hardware/Software	-	0.00%
471	720	690	1,100	539-5233	Tools	1,100	0.00%
183	250	170	600	539-5234	Safety Supplies/Equipment	600	0.00%
9,462	16,767	13,510	15,925	539-5250	Operating Supplies - Grounds Maintenance	14,175	-10.99%
-	-	-	40	539-5500	Training	40	0.00%
\$ 162,608	\$ 179,219	\$ 199,670	\$ 174,397	Total Operating Expenditures		\$ 191,218	9.65%
Capital Outlay:							
26,673	-	-	-	539-6214	Building Improvements	-	0.00%
-	18,005	-	-	539-6310	Improvements Other Than Building	-	0.00%
-	-	7,210	-	539-6355	Landscaping & Fences	-	0.00%
18,848	20,217	7,623	8,000	539-6402	Equipment	-	-100.00%
\$ 45,521	\$ 38,222	\$ 14,833	\$ 8,000	Total Capital Outlay		\$ -	-100.00%
Capital Improvements Program:							
\$ -	\$ -	\$ -	\$ -	Total Capital Improvements Program		\$ -	0.00%
Interfund Transfers:							
24,668	21,760	34,031	38,922	581-9162	Transfer to Beal Memorial Perpetual Care Fund	40,983	5.30%
\$ 24,668	\$ 21,760	\$ 34,031	\$ 38,922	Total Interfund Transfers		\$ 40,983	5.30%
\$ 395,416	\$ 417,916	\$ 460,957	\$ 431,040	TOTAL EXPENSES		\$ 461,830	7.14%
\$ 5,021	\$ (54,268)	\$ (108,670)	\$ (40,186)	NET REVENUE / (EXPENSE)		\$ 7,093	-117.65%

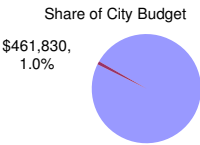
CEMETERY

DESCRIPTION

Cemetery staff is responsible for the sale of plots, niches, and mausoleum spaces; grounds maintenance; and supervision of funerals at the City's two cemeteries – Beal Memorial Cemetery and Brooks Cemetery.

MISSION

Provide a well-maintained and peaceful resting place of burial.



CURRENT GOALS, OBJECTIVES, & METRICS (FY20)

Provide a Well-Maintained Resting Place of Burial

Cemetery Grounds with Turf in Good Condition

Actual		YTD thru 06/30		Budget	
2015-16	2016-17	2017-18	2018-19	2018-19	2019-20
95%	90%	78%	95%	95%	95%

- ✓ Leveling headstones in all sections
- ✓ Replace doors on Niche Wall

FUTURE GOALS (FY21 & FY22)

- ✓ Replace all fencing around perimeter
- ✓ Develop a sod farm in open area of cemetery for use for newly dug graves.
- ✓ Install central control system for irrigation.

PRIOR YEAR ACCOMPLISHMENTS (FY19)

- ✓ Replaced Mausoleum Roof

# 001 GENERAL FUND - 1200 ENGINEERING SERVICES

Actual				Budget	
2015-16	2016-17	2017-18	2018-19 Adopted	2019-20 Adopted	% Change
<b>Revenues:</b>					
3,800	5,560	4,380	6,720	341-3001 Overhead Banner Installation Fee	11,571 72.19%
-	22	-	5	341-9310 Engineering Drawings	- -100.00%
<b>\$ 3,800</b>	<b>\$ 5,582</b>	<b>\$ 4,380</b>	<b>\$ 6,725</b>	<b>TOTAL REVENUES</b>	<b>\$ 11,571 72.06%</b>
<b>Personal Services:</b>					
<i>4.00</i>	<i>3.00</i>	<i>3.00</i>	<i>2.00</i>	<i>Number of Funded Employees (FTE's)</i>	<i>2.00</i>
86,952	86,167	88,451	89,870	541-1100 Executive Salaries	72,003 -19.88%
69,287	56,586	31,068	32,645	541-1200 Regular Salaries	33,488 2.58%
108	54	-	108	541-1201 Service Awards	- -100.00%
541	-	500	-	541-1202 Incentive/Merit Pay	- 0.00%
230	458	710	-	541-1400 Overtime	- 0.00%
11,091	8,379	7,065	7,048	541-2100 FICA Taxes	6,252 -11.30%
2,594	1,960	1,652	1,648	541-2101 Medicare	1,462 -11.28%
1,614	-	-	-	541-2200 Retirement Contributions	- 0.00%
9,952	8,519	7,700	7,923	541-2204 Retirement Contributions - DC Plan	5,275 -33.43%
20,169	22,558	23,353	26,060	541-2300 Dental, Life & Health Insurance	13,386 -48.63%
267	242	240	233	541-2400 Worker's Compensation	200 -14.06%
<b>\$ 202,806</b>	<b>\$ 184,923</b>	<b>\$ 160,739</b>	<b>\$ 165,536</b>	<b>Total Personal Services</b>	<b>\$ 132,065 -20.22%</b>
<b>Operating Expenditures:</b>					
5,610	5,618	3,889	3,644	541-3100 Professional Services	3,738 2.58%
958	24	1,442	800	541-4000 Travel and Per Diem	1,600 100.00%
1,496	1,696	1,511	1,207	541-4100 Communication Services	1,368 13.34%
4,865	3,991	4,403	6,565	541-4200 Postage	6,565 0.00%
3,263	3,423	1,960	3,663	541-4400 Rentals & Leases	1,878 -48.73%
4,100	4,300	-	2,500	541-4610 Maintenance Contracts	2,500 0.00%
7	14	113	125	541-4620 Vehicle Repair	125 0.00%
707	-	-	600	541-4630 Equipment Repair	600 0.00%
-	35	218	35	541-4700 Printing & Binding	35 0.00%
5,629	4,304	2,504	7,689	541-5100 Office Supplies	7,689 0.00%
333	1,950	793	500	541-5200 Operating Supplies	500 0.00%
381	475	426	475	541-5204 Fuel & Oil	315 -33.68%
298	222	80	200	541-5210 Uniform Expense	200 0.00%
-	713	-	-	541-5231 Computer Hardware/Software	- 0.00%
48	85	-	-	541-5234 Safety Supplies/Equipment	- 0.00%
317	13	60	185	541-5400 Books, Dues & Publications	560 202.70%
1,205	319	1,149	1,954	541-5500 Training	2,168 10.95%
<b>\$ 29,216</b>	<b>\$ 27,182</b>	<b>\$ 18,548</b>	<b>\$ 30,142</b>	<b>Total Operating Expenditures</b>	<b>\$ 29,841 -1.00%</b>
<b>Capital Outlay:</b>					
<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>Total Capital Outlay</b>	<b>\$ - 0.00%</b>
<b>Debt Service</b>					
741	726	545	742	581-9121 Transfer to Debt Service Fund	- -100.00%
<b>\$ 741</b>	<b>\$ 726</b>	<b>\$ 545</b>	<b>\$ 742</b>	<b>Total Debt Service</b>	<b>\$ - -100.00%</b>
<b>\$ 232,763</b>	<b>\$ 212,831</b>	<b>\$ 179,833</b>	<b>\$ 196,420</b>	<b>TOTAL EXPENSES</b>	<b>\$ 161,906 -17.57%</b>
<b>\$ (228,963)</b>	<b>\$ (207,249)</b>	<b>\$ (175,453)</b>	<b>\$ (189,695)</b>	<b>NET REVENUE / (EXPENSE)</b>	<b>\$ (150,335) -20.75%</b>



# GROWTH MANAGEMENT SERVICES

## DESCRIPTION

Growth Management Administration provides administrative and customer service support to the Planning, Building, and Code Enforcement departments by providing the necessary tools for everyday function as well as providing information regarding services and operation of each department.

## MISSION

Provide high quality, timely and cost effective services in all facets of operations.

## CURRENT GOALS, OBJECTIVES, & METRICS (FY20)

Achieve <90% of above average customer satisfaction rating for service rendered by Growth Management Administration

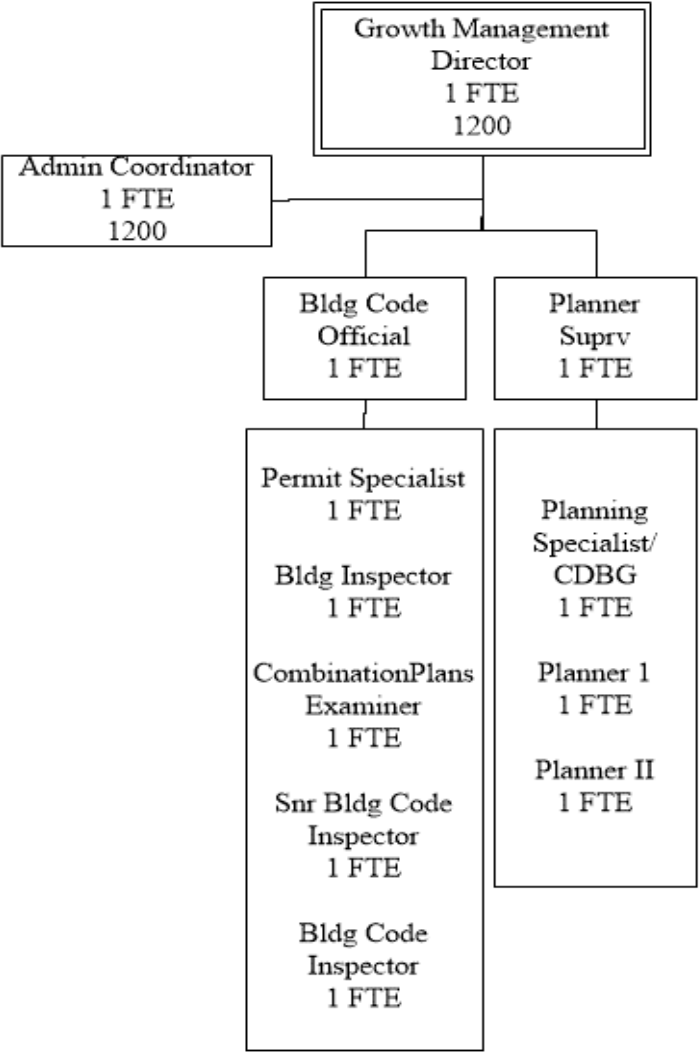
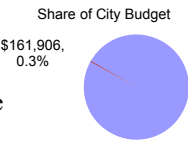
- ✓ Maintain current projects paid in a timely manner
- ✓ Provide operational services and tools to each division

## FUTURE GOALS (FY20 & FY21)

- ✓ Create survey metric system to determine quality of customer satisfaction; both internally and externally

## PRIOR YEAR ACCOMPLISHMENTS (FY18)

- ✓ This Division was created during new Fiscal Year, therefore no prior achievements were recorded



# 001 GENERAL FUND - 1205 PLANNING & ZONING

Actual				Budget	
2015-16	2016-17	2017-18	2018-19 Adopted	2019-20 Adopted	% Change
<b>Revenues:</b>					
13,385	30,769	14,787	16,087	329-1001 Zoning/Variances Fees	13,796 -14.24%
4,425	7,426	4,533	2,031	329-2000 Zoning Site Plan Review	3,427 68.73%
-	1,375	363	625	329-9010 Licenses & Registrations	514 -17.76%
<b>\$ 17,809</b>	<b>\$ 39,570</b>	<b>\$ 19,682</b>	<b>\$ 18,743</b>	<b>TOTAL REVENUES</b>	<b>\$ 17,737 -5.37%</b>
<b>Personal Services:</b>					
<i>2.00</i>	<i>4.00</i>	<i>4.00</i>	<i>4.00</i>	<i>Number of Funded Employees (FTE's)</i>	<i>4.00</i>
141,898	149,248	146,973	170,113	515-1200 Regular Salaries	115,143 -32.31%
-	54	-	54	515-1201 Service Awards	- -100.00%
108	-	-	-	515-1202 Incentive/Merit Pay	- 0.00%
120	63	49	150	515-1400 Overtime	150 0.00%
8,446	8,336	8,333	9,434	515-2100 FICA Taxes	6,512 -30.97%
1,975	1,949	1,949	2,207	515-2101 Medicare	1,523 -31.00%
12,024	-	-	-	515-2200 Retirement Contributions	- 0.00%
5,393	8,110	6,794	9,660	515-2204 Retirement Contributions - DC Plan	6,941 -28.15%
22,935	29,455	27,325	33,759	515-2300 Dental, Life & Health Insurance	33,389 -1.10%
228	237	280	305	515-2400 Worker's Compensation	219 -28.26%
(6,779)	(9,141)	(9,376)	(7,231)	515-1296 Salary Allocation Reimb from FBC Fund	(7,620) 5.38%
(7,670)	(12,240)	-	-	515-1297 Salary Allocation Reimb from CDBG Fund	- 0.00%
-	(7,729)	-	-	515-1298 Salary Allocation Reimb from CRA Fund	- 0.00%
<b>\$ 178,678</b>	<b>\$ 176,071</b>	<b>\$ 182,327</b>	<b>\$ 218,452</b>	<b>Total Personal Services</b>	<b>\$ 156,257 -28.47%</b>
<b>Operating Expenditures:</b>					
24,200	10,093	140,923	20,717	515-3100 Professional Services	22,505 8.63%
-	7,058	-	-	515-3400 Other Services	- 0.00%
1,353	1,407	2,671	1,200	515-4000 Travel and Per Diem	1,200 0.00%
825	1,112	1,171	857	515-4100 Communication Services	924 7.81%
-	-	-	757	515-4200 Postage	757 0.00%
-	500	-	-	515-4610 Maintenance Contracts	- 0.00%
952	822	794	1,650	515-4700 Printing & Binding	1,650 0.00%
291	352	-	300	515-5100 Office Supplies	300 0.00%
90	460	-	375	515-5200 Operating Supplies	375 0.00%
411	149	186	400	515-5210 Uniform Expense	400 0.00%
1,890	-	811	-	515-5231 Computer Hardware/Software	- 0.00%
789	774	905	1,142	515-5400 Books, Dues & Publications	1,145 0.26%
1,382	1,355	984	1,600	515-5500 Training	1,600 0.00%
<b>\$ 32,183</b>	<b>\$ 24,082</b>	<b>\$ 148,445</b>	<b>\$ 28,998</b>	<b>Total Operating Expenditures</b>	<b>\$ 30,856 6.41%</b>
<b>Capital Outlay:</b>					
<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>Total Capital Outlay</b>	<b>\$ - 0.00%</b>
<b>Debt Service</b>					
530	605	726	371	581-9121 Transfer to Debt Service Fund	- -100.00%
<b>\$ 530</b>	<b>\$ 605</b>	<b>\$ 726</b>	<b>\$ 371</b>	<b>Total Debt Service</b>	<b>\$ - 0.00%</b>
<b>\$ 211,391</b>	<b>\$ 200,758</b>	<b>\$ 331,498</b>	<b>\$ 247,822</b>	<b>TOTAL EXPENSES</b>	<b>\$ 187,113 -24.50%</b>
<b>\$ (193,581)</b>	<b>\$ (161,188)</b>	<b>\$ (311,816)</b>	<b>\$ (229,079)</b>	<b>NET REVENUE / (EXPENSE)</b>	<b>\$ (169,376) -26.06%</b>

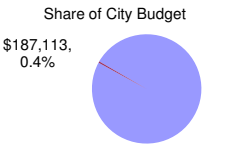
PLANNING & ZONING

DESCRIPTION

Planning is responsible for sustainable growth and development in Fort Walton Beach, ensuring implementation of the Comprehensive Plan, and compliance with the Land Development Code. Staff facilitates and serves on various boards and committees.

MISSION

Foster sustainable development by providing professional and technical services to City Council, citizen boards, property owners, and businesses in order to promote high quality of life and prosperity for the citizens of Fort Walton Beach.



CURRENT GOALS, OBJECTIVES, & METRICS (FY20)

Increase Development Activity Citywide

	Actual				YTD thru 06/30		Budget	
	2015-16	2016-17	2017-18	2018-19	2018-19	2019-20	2018-19	2019-20
(Net) New Business Openings	77	63	63	69			60	60
New Developments Approved	10	5	5	8			10	8
Parcels Annexed into the City	2	2	2	1			1	1
Population Increase	0.99%	0.95%	0.97%	0.45%			1.5%	1.5%

- ✓ Ensure the effectiveness and efficiency of City codes and regulations by updating the City Code of Ordinances.
- ✓ Continue to update S.O.P. related to changes that arose from implementation of TRAK-iT software.

FUTURE GOALS (FY21 & FY22)

- ✓ Promote sustainable economic growth through the use of efficient business and development review services.
- ✓ Review Land Development Code and prepare amendments based on the Downtown Master Plan and Commerce & Technology Park Plan.

PRIOR YEAR ACCOMPLISHMENTS (FY19)

- ✓ Updated sections of the City Land Development Code & Code of Ordinances to increase effectiveness and efficiency.
- ✓ Approved ten development order applications for new commercial and multi-family developments.
- ✓ Annexed three properties totaling approximately 2 acres into the City limits.
- ✓ Completed update of Comprehensive Plan in accordance with the Evaluation & Appraisal Report (EAR).

# 001 GENERAL FUND - 1217 CODE ENFORCEMENT

Actual						Budget	
2015-16	2016-17	2017-18	2018-19 Adopted			2019-20 Adopted	% Change
<u>Revenues:</u>							
19,215	37,394	28,762	41,731	354-1000	Code Enforcement - Fines	38,136	-8.61%
7,265	8,500	4,465	5,467	354-1010	Code Enforcement - Fees	2,991	-45.29%
\$ 26,480	\$ 45,894	\$ 33,227	\$ 47,198	TOTAL REVENUES		\$ 41,127	-12.86%
<u>Personal Services:</u>							
2.00	2.00	2.00	2.00	Number of Funded Employees (FTE's)		2.00	
97,271	96,854	97,538	98,705	529-1200	Regular Salaries	101,252	2.58%
	325	-	-	529-1201	Service Awards	-	0.00%
48	4	153	150	529-1400	Overtime	150	0.00%
5,746	5,684	5,693	5,725	529-2100	FICA Taxes	5,844	2.08%
1,344	1,329	1,331	1,339	529-2101	Medicare	1,367	2.07%
28,863	34,959	61,480	52,708	529-2200	Retirement Contributions	45,058	-14.51%
14,388	16,354	17,435	19,137	529-2300	Dental, Life & Health Insurance	20,088	4.97%
1,626	1,598	1,951	1,885	529-2400	Worker's Compensation	2,076	10.12%
\$ 149,284	\$ 157,107	\$ 185,581	\$ 179,649	Total Personal Services		\$ 175,834	-2.12%
<u>Operating Expenditures:</u>							
2,951	2,951	5,789	7,513	529-3100	Professional Services	8,331	10.89%
223	-	-	-	529-3400	Other Services	-	0.00%
661	599	673	-	529-4000	Travel and Per Diem	-	0.00%
761	783	1,281	1,338	529-4100	Communication Services	1,554	16.14%
236	347	6	200	529-4620	Vehicle Repair	200	0.00%
-	-	20	97	529-5200	Operating Supplies	97	0.00%
767	991	987	991	529-5204	Fuel & Oil	876	-11.60%
-	146	46	400	529-5210	Uniform Expense	460	15.00%
284	-	2,451	-	529-5231	Computer Hardware/Software	-	0.00%
70	150	150	110	529-5400	Books, Dues & Publications	150	36.36%
450	375	395	600	529-5500	Training	600	0.00%
\$ 6,404	\$ 6,342	\$ 11,798	\$ 11,249	Total Operating Expenditures		\$ 12,268	9.06%
<u>Capital Outlay:</u>							
19,841	-	-	-	529-6404	Trucks	-	0.00%
\$ 19,841	\$ -	\$ -	\$ -	Total Capital Outlay		\$ -	0.00%
<u>Debt Service</u>							
363	363	363	371	581-9121	Transfer to Debt Service Fund	-	0.00%
\$ 363	\$ 363	\$ 363	\$ 371	Total Debt Service		\$ -	0.00%
\$ 175,892	\$ 163,812	\$ 197,742	\$ 191,269	TOTAL EXPENSES		\$ 188,102	-1.66%
\$ (149,412)	\$ (117,919)	\$ (164,515)	\$ (144,071)	NET REVENUE / (EXPENSE)		\$ (146,975)	2.02%

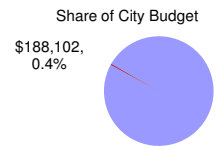
## CODE ENFORCEMENT

### DESCRIPTION

Code Enforcement routinely inspects properties for code violations and responds to citizen complaints regarding code, zoning, or land use violations.

### MISSION

Ensure adherence to the City's Code of Ordinances and achieve a high complaint resolution rate.



### CURRENT GOALS, OBJECTIVES, & METRICS (FY20)

	Actual				YTD thru 06/30		Budget	
	2015-16	2016-17	2017-18	2018-19			2018-19	2019-20
<b>Implement Nuisance Abatement Program</b>								
Number of Derelict Properties Brought Into Compliance - CRA	0	0	0	0			2	2
Number of Derelict Properties Brought Into Compliance - non-CRA	0	0	0	0			1	1

- ✓ Update Code Enforcement S.O.P. related to any changes that arise from implementation of the Trak-it computer system.

### FUTURE GOALS (FY21 & FY22)

- ✓ Complete implementation of eTRAKiT web portal allowing citizens to view case status and submit code enforcement tickets online.

### PRIOR YEAR ACCOMPLISHMENTS (FY19)

- ✓ Maintained a 98% code case compliance ratio without the need for Code Enforcement Board action.

# 001 GENERAL FUND - 1220 FLEET

Actual						Budget	
2015-16	2016-17	2017-18	2018-19 Adopted			2019-20 Adopted	% Change
<b>Revenues:</b>							
225	-	-	-	365-1010	Sale of Used Oil	-	0.00%
<b>\$ 225</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>TOTAL REVENUES</b>		<b>\$ -</b>	<b>0.00%</b>
<b>Personal Services:</b>							
<i>9.00</i>	<i>9.00</i>	<i>9.00</i>	<i>9.00</i>	<i>Number of Funded Employees (FTE's)</i>		<i>9.00</i>	
274,075	278,462	295,251	314,644	519-1200	Regular Salaries	323,581	2.84%
487	-	-	162	519-1201	Service Awards	-	-100.00%
108	600	500	-	519-1202	Incentive/Merit Pay	-	0.00%
5,575	-	-	-	519-1300	Part-Time Wages	-	0.00%
640	363	779	1,000	519-1400	Salaries - Overtime	1,000	0.00%
154	-	169	500	519-1401	Salaries - Overtime Holiday Worked	500	0.00%
15,678	16,149	16,377	17,275	519-2100	FICA Taxes	17,375	0.58%
3,667	3,777	3,830	4,040	519-2101	Medicare	4,064	0.59%
43,244	41,585	67,806	59,366	519-2200	Retirement Contributions	45,058	-24.10%
6,516	7,489	9,063	10,791	519-2204	Retirement Contributions - DC Plan	13,543	25.50%
63,348	65,181	67,857	75,832	519-2300	Dental, Life & Health Insurance	101,384	33.70%
6,011	5,781	7,983	8,109	519-2400	Worker's Compensation	9,628	18.73%
<b>\$ 419,503</b>	<b>\$ 419,387</b>	<b>\$ 469,615</b>	<b>\$ 491,718</b>	<b>Total Personal Services</b>		<b>\$ 516,132</b>	<b>4.97%</b>
<b>Operating Expenditures:</b>							
7,734	8,341	7,653	9,153	519-3100	Professional Services	12,383	35.29%
1,730	2,218	3,198	3,000	519-3400	Other Services	3,500	16.67%
-	448	-	100	519-4000	Travel and Per Diem	-	-100.00%
1,308	1,227	1,146	1,126	519-4100	Communication Services	1,099	-2.43%
135	-	-	-	519-4200	Postage & Freight	-	0.00%
26,447	24,069	26,984	24,069	519-4300	Utilities	21,006	-12.73%
239	259	256	649	519-4400	Rentals & Leases	649	0.00%
721	709	841	1,087	519-4610	Maintenance Contracts	1,128	3.79%
477	462	2,095	520	519-4620	Vehicle Repair	520	0.00%
1,942	2,403	2,497	4,000	519-4630	Equipment Repair	-	-100.00%
3,887	-	-	-	519-4640	Building Maintenance	-	0.00%
59	178	27	100	519-5100	Office Supplies	169	69.00%
12,826	12,595	12,635	12,500	519-5200	Operating Supplies	13,000	4.00%
11,152	(5,223)	(1,465)	-	519-5203	Fleet Maintenance Clearing Account	-	0.00%
2,283	2,360	3,357	2,360	519-5204	Fuel & Oil	2,420	2.54%
866	1,040	1,172	1,350	519-5210	Uniform Expense	1,350	0.00%
1,506	-	811	-	519-5231	Computer Hardware/Software	-	0.00%
951	2,551	1,179	1,800	519-5233	Tools	2,500	38.89%
660	733	761	1,600	519-5234	Safety Supplies/Equipment	1,840	15.00%
380	1,656	460	550	519-5500	Training	2,000	263.64%
<b>\$ 75,303</b>	<b>\$ 56,026</b>	<b>\$ 63,607</b>	<b>\$ 63,964</b>	<b>Total Operating Expenditures</b>		<b>\$ 63,564</b>	<b>-0.63%</b>
<b>Capital Outlay:</b>							
29,337	3,768	7,337	-	519-6402	Equipment	-	0.00%
-	20,920	120	-	519-6404	Trucks	-	0.00%
<b>\$ 29,337</b>	<b>\$ 24,688</b>	<b>\$ 7,457</b>	<b>\$ -</b>	<b>Total Capital Outlay</b>		<b>\$ -</b>	<b>0.00%</b>
<b>Debt Service</b>							
726	726	726	742	581-9121	Transfer to Debt Service Fund	-	-100.00%
<b>\$ 726</b>	<b>\$ 726</b>	<b>\$ 726</b>	<b>\$ 742</b>	<b>Total Debt Service</b>		<b>\$ -</b>	<b>0.00%</b>
<b>\$ 524,868</b>	<b>\$ 500,827</b>	<b>\$ 541,406</b>	<b>\$ 556,424</b>	<b>TOTAL EXPENSES</b>		<b>\$ 579,696</b>	<b>4.18%</b>
<b>\$ (524,643)</b>	<b>\$ (500,827)</b>	<b>\$ (541,406)</b>	<b>\$ (556,424)</b>	<b>NET REVENUE / (EXPENSE)</b>		<b>\$ (579,696)</b>	<b>4.18%</b>

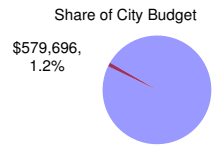
# FLEET

## DESCRIPTION

Fleet is responsible for maintaining safe, reliable, economical, and environmentally-friendly vehicles and heavy equipment.

## MISSION

Ensure fleet is available and functioning properly.



## CURRENT GOALS, OBJECTIVES, & METRICS (FY20)

### Minimize Unscheduled/Unanticipated Downtime and Repairs

Workload Attributable to Scheduled Preventative Maintenance & Inspections

Workload Attributable to In House Repairs

Workload Attributable to Commercial Repairs

Repeat Repairs that is Performed

	Actual				YTD thru 06/30		Budget	
	2015-16	2016-17	2017-18	2018-19	2018-19	2019-20	2018-19	2019-20
Workload Attributable to Scheduled Preventative Maintenance & Inspections	40%	39%	41%	39%			40%	37%
Workload Attributable to In House Repairs	58%	60%	58%	58%			57%	60%
Workload Attributable to Commercial Repairs	3%	2%	2%	3%			2%	3%
Repeat Repairs that is Performed	0	0	0	0			1%	0%

- ✓ Continue to improve the garage with modern equipment and techniques to reduce the amount of commercial repairs that is needed.
- ✓ Continue to improve customer service with fellow city employees.
- ✓ Continue to train fleet personal through manufacture training to help down time and maintain lower repair cost.

## FUTURE GOALS (FY21 & FY22)

- ✓ Implement the cylinder rebuild system to reduce cylinder failure and catalog cylinders
- ✓ Centralize the fleet operations to the city garage
- ✓ Complete and implement the MJ replacement schedule

## PRIOR YEAR ACCOMPLISHMENTS (FY19)

- ✓ Switch from county fuel systems to our own
- ✓ Consolidate fleet operations for the move to the new facility

# 001 GENERAL FUND - 1230 FACILITIES

Actual				Budget			
2015-16	2016-17	2017-18	2018-19 Adopted		2019-20 Adopted	% Change	
				<u>Revenues:</u>			
496	665	191	210	341-9330 Special Events - Barricades, Orange Cones	205	-2.38%	
513	-	250	500	341-9600 Sign Shop Sales	500	0.00%	
<b>\$ 1,009</b>	<b>\$ 665</b>	<b>\$ 441</b>	<b>\$ 710</b>	<b>TOTAL REVENUES</b>	<b>\$ 705</b>	<b>-0.70%</b>	
				<u>Personal Services:</u>			
<i>7.00</i>	<i>7.00</i>	<i>7.00</i>	<i>6.00</i>	<i>Number of Funded Employees (FTE's)</i>	<i>6.00</i>		
239,373	229,891	180,589	234,482	519-1200 Regular Salaries	236,495	0.86%	
162	271	271	-	519-1201 Service Awards	-	0.00%	
-	500	-	-	519-1202 Incentive/Merit Pay	-	0.00%	
1,829	1,575	608	3,000	519-1400 Salaries - Overtime	3,000	0.00%	
103	-	344	-	519-1401 Salaries - Overtime Holiday Worked	-	0.00%	
14,061	14,111	10,280	13,348	519-2100 FICA Taxes	14,163	6.11%	
3,288	3,300	2,405	3,122	519-2101 Medicare	3,312	6.09%	
48,503	50,227	70,870	73,807	519-2200 Retirement Contributions	45,058	-38.95%	
4,469	4,574	4,244	5,580	519-2204 Retirement Contributions - DC Plan	5,704	2.22%	
28,416	24,679	25,950	44,590	519-2300 Dental, Life & Health Insurance	39,061	-12.40%	
9,950	9,888	10,804	12,306	519-2400 Worker's Compensation	16,136	31.13%	
<b>\$ 350,155</b>	<b>\$ 339,016</b>	<b>\$ 306,365</b>	<b>\$ 390,235</b>	<b>Total Personal Services</b>	<b>\$ 362,930</b>	<b>-7.00%</b>	
				<u>Operating Expenditures:</u>			
3,950	-	17,912	36,840	519-3100 Professional Services	36,840	0.00%	
5,000	6,754	2,733	1,100	519-3400 Other Services	-	-100.00%	
34	11	-	-	519-4000 Travel and Per Diem	-	0.00%	
3,286	3,256	12,647	3,823	519-4100 Communication Services	4,230	10.65%	
148,494	123,973	110,895	165,830	519-4300 Utilities	156,323	-5.73%	
239	259	701	649	519-4400 Rentals & Leases	-	-100.00%	
3,308	26,988	44,286	39,039	519-4610 Maintenance Contracts	37,661	-3.53%	
3,445	4,506	1,485	2,750	519-4620 Vehicle Repair	2,750	0.00%	
4,113	130	268	300	519-4630 Equipment Repair	300	0.00%	
72,936	156,313	162,278	164,195	519-4640 Building Maintenance	230,300	40.26%	
122,907	239,824	115,512	134,492	519-4645 Heating/Cooling Repairs	120,650	-10.29%	
-	-	546	1,500	519-4670 Traffic Signals	1,500	0.00%	
33	42	38	400	519-5100 Office Supplies	400	0.00%	
5,828	4,920	6,499	6,305	519-5200 Operating Supplies	6,305	0.00%	
5,312	6,266	5,719	6,266	519-5204 Fuel & Oil	4,500	-28.18%	
533	477	255	420	519-5210 Uniform Expense	420	0.00%	
682	823	-	600	519-5231 Computer Hardware/Software	600	0.00%	
2,872	4,197	2,897	5,630	519-5233 Tools	7,600	34.99%	
1,089	1,012	669	1,525	519-5234 Safety Supplies/Equipment	1,735	13.77%	
16,434	9,868	15,175	13,050	519-5301 Street Markings	11,750	-9.96%	
295	180	-	-	519-5500 Training	-	0.00%	
(5,375)	-	(1,606)	-	519-9905 Capitalized Costs Allocation - Labor	-	0.00%	
(1,953)	-	(956)	-	519-9906 Capitalized Costs Allocation - Benefits	-	0.00%	
(1,158)	-	(287)	-	519-9907 Capitalized Costs Allocation - Overhead	-	0.00%	
<b>\$ 392,304</b>	<b>\$ 589,799</b>	<b>\$ 497,666</b>	<b>\$ 584,714</b>	<b>Total Operating Expenditures</b>	<b>\$ 623,863</b>	<b>6.70%</b>	
				<u>Capital Outlay:</u>			
-	23,250	-	-	519-6402 Equipment	-	0.00%	
22,785	-	34,283	-	519-6404 Trucks	24,000	100.00%	
<b>\$ 22,785</b>	<b>\$ 23,250</b>	<b>\$ 34,283</b>	<b>\$ -</b>	<b>Total Capital Outlay</b>	<b>\$ 24,000</b>	<b>100.00%</b>	
				<u>Capital Improvements Program:</u>			
-	-	799,171	-	Prior Years Capital Improvement Program	-	0.00%	
<b>\$ -</b>	<b>\$ -</b>	<b>\$ 799,171</b>	<b>\$ -</b>	<b>Total Capital Improvements Program</b>	<b>\$ -</b>	<b>0.00%</b>	
				<u>Debt Service</u>			
59,966	60,166	59,601	62,641	581-9121 Transfer to Debt Service Fund	152,912	144.11%	
<b>\$ 59,966</b>	<b>\$ 60,166</b>	<b>\$ 59,601</b>	<b>\$ 62,641</b>	<b>Total Debt Service</b>	<b>\$ 152,912</b>	<b>144.11%</b>	
<b>\$ 825,210</b>	<b>\$ 1,012,231</b>	<b>\$ 1,697,085</b>	<b>\$ 1,037,590</b>	<b>TOTAL EXPENSES</b>	<b>\$ 1,163,706</b>	<b>12.15%</b>	
<b>\$ (824,201)</b>	<b>\$ (1,011,566)</b>	<b>\$ (1,696,645)</b>	<b>\$ (1,036,880)</b>	<b>NET REVENUE / (EXPENSE)</b>	<b>\$ (1,163,001)</b>	<b>12.16%</b>	



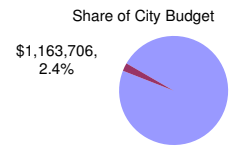
# FACILITIES

## DESCRIPTION

Facilities is responsible for all maintenance work, including electrical, heating and air conditioning, plumbing, and wood work as well as installation and maintenance of traffic control devices, traffic signals, signs, and roadway markings.

## MISSION

Maintain City facilities and traffic control devices in a safe, reliable, economical, and environmentally-friendly manner.



## CURRENT GOALS, OBJECTIVES, & METRICS (FY20)

### Provide Safe & Clean Facilities for Employees & the Public

Man-hours per Job Order

Works Orders Satisfactorily Completed within 3 Business Days

	Actual				YTD thru 06/30		Budget	
	2015-16	2016-17	2017-18	2018-19	2018-19	2019-20	2018-19	2019-20
Man-hours per Job Order	4	3	3	3			3	3
Works Orders Satisfactorily Completed within 3 Business Days	95%	97%	92%	95%			95%	96%

- ✓ Maintaining & completing work orders in a timely manner.
- ✓ Complete certification for cross-training.
- ✓ Correct facility deficiencies through review of existing systems and system components.

## FUTURE GOALS (FY21 & FY22)

- ✓ Upgrade all parks and City lighting to LED energy efficiency system.
- ✓ Complete the comprehensive maintenance program over a 5 to 10 year period.

## PRIOR YEAR ACCOMPLISHMENTS (FY19)

- ✓ Install new netting at the Volly Ball Court
- ✓ Installed new service and new ball field lighting for Ferry park
- ✓ Completed 1400 work orders

# 001 GENERAL FUND - 1240 STREETS

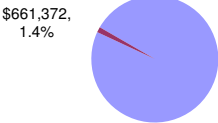
Actual								Budget	
2015-16	2016-17	2017-18	2018-19 Adopted					2019-20 Adopted	% Change
<b>Revenues:</b>									
549,257	569,363	-	596,456	312-4100	Local Option Fuel Tax	591,934	-0.76%		
250,047	256,935	-	310,959	312-4200	Local Option Fuel Tax - 2nd	271,484	-12.69%		
3,676	598	1,624	940	325-1002	Girard Avenue	940	0.01%		
48,590	2,045	2,045	3,432	325-1003	Stokes Avenue	3,432	0.01%		
6,500	12,130	11,833	8,640	343-9100	Cut Paved Surface/Curb	14,533	68.21%		
97,035	102,946	106,035	106,035	344-9008	DOT Lighting Maintenance Contract	113,543	7.08%		
-	93,274	95,599	98,504	344-9009	DOT Traffic Signal Maintenance Contract	99,716	1.23%		
\$ 955,104	\$ 1,037,291	\$ 217,136	\$ 1,124,966	TOTAL REVENUES			\$ 1,095,582	-2.61%	
<b>Personal Services:</b>									
6.00	6.00	5.00	5.00	Number of Funded Employees (FTE's)			5.00		
139,706	121,163	106,796	152,190	541-1200	Regular Salaries	156,977	3.15%		
	108	-	-	541-1201	Service Awards	-	0.00%		
378	361	280	1,000	541-1400	Salaries - Overtime	1,000	0.00%		
8,569	7,487	6,476	9,246	541-2100	FICA Taxes	9,103	-1.54%		
2,004	1,751	1,515	2,162	541-2101	Medicare	2,129	-1.52%		
10,746	13,615	24,782	21,758	541-2200	Retirement Contributions	22,529	3.54%		
3,565	4,610	2,955	4,929	541-2204	Retirement Contributions - DC Plan	5,666	14.96%		
4,471	759	5,514	38,193	541-2300	Dental, Life & Health Insurance	35,050	-8.23%		
9,537	8,210	9,397	11,081	541-2400	Worker's Compensation	13,003	17.35%		
\$ 178,977	\$ 158,064	\$ 157,715	\$ 240,559	Total Personal Services			\$ 245,458	2.04%	
<b>Operational Expenditures:</b>									
65,306	92,022	94,315	98,504	541-3400	Other Services	101,078	2.61%		
148	840	-	-	541-4000	Travel and Per Diem	-	0.00%		
829	-	840	996	541-4100	Communication Services	2,157	116.57%		
245,114	252,000	247,844	252,000	541-4300	Utilities	247,844	-1.65%		
79	138	82	5,082	541-4400	Rentals & Leases	5,090	0.16%		
8,536	4,910	4,676	6,000	541-4620	Vehicle Repair	7,000	16.67%		
2,735	3,226	1,258	3,000	541-4630	Equipment Repair	4,000	33.33%		
3,510	3,660	2,584	3,500	541-5200	Operating Supplies	3,500	0.00%		
6,941	10,024	10,725	10,024	541-5204	Fuel & Oil	7,250	-27.67%		
682	509	330	675	541-5210	Uniform Expense	675	0.00%		
655	2,495	569	1,000	541-5233	Tools	2,390	139.00%		
1,294	1,420	950	1,770	541-5234	Safety Supplies/Equipment	1,920	8.47%		
2,547	5,919	1,945	6,000	541-5250	Operating Supplies - Grounds Maintenance	4,125	-31.25%		
5,083	4,824	1,702	5,000	541-5300	Road Materials & Supplies	5,000	0.00%		
514	665	255	1,000	541-5304	Street Materials/Concrete	1,000	0.00%		
680	300	410	700	541-5500	Training	885	26.43%		
(38,032)	-	(47,989)	-	541-9905	Capitalized Costs Allocation - Labor	-	0.00%		
(11,465)	-	(21,253)	-	541-9906	Capitalized Costs Allocation - Benefits	-	0.00%		
(7,884)	-	(9,865)	-	541-9907	Capitalized Costs Allocation - Overhead	-	0.00%		
287,271	382,952	289,378	395,251	Total Operating Expenditures			393,914	-0.34%	
<b>Capital Outlay:</b>									
113,218	-	6,674	-	541-6351	Roads	-	0.00%		
61,044	16,014	25,627	-	541-6402	Equipment	-	0.00%		
-	34,424	-	-	541-6404	Trucks / Vans	22,000	100.00%		
\$ 174,262	\$ 50,438	\$ 32,301	\$ -	Total Capital Outlay			\$ 22,000	0.00%	
<b>Capital Improvements Program:</b>									
113,218	-	-	100,000	5018 - Street Resurfacing			-	-100.00%	
17,219	-	-	-	541-6351	Refer to CIP for specific locations	-	0.00%		
-	-	-	-	5306 - Sidewalk Construction			-	0.00%	
-	-	-	-	541-6353	Prior Years Capital Improvement Program	-	0.00%		
\$ 130,437	\$ -	\$ -	\$ 100,000	Total Capital Improvements Program			\$ -	-100.00%	
\$ 770,946	\$ 591,454	\$ 479,393	\$ 735,810	TOTAL EXPENSES			\$ 661,372	-10.12%	
\$ 184,158	\$ 445,837	\$ (262,257)	\$ 389,156	NET REVENUE / (EXPENSE)			\$ 434,210	11.58%	

STREETS

DESCRIPTION

Streets maintains and resurfaces 100 miles of paved streets and maintains 61 miles of sidewalk in the City.

Share of City Budget



MISSION

Provide a safe and reliable transportation network by maintaining clean, safe, hazard-free roadways, and working to provide the highest level of service to customers and motorist.

CURRENT GOALS, OBJECTIVES, & METRICS (FY20)

Provide A Dependable Transportation Network

- Pavement With Condition Index of 'Fair' or Better
- Streets With Sidewalks on At Least One Side

Ensure Capital Projects are Completed On-Time & Within Budget

- Capital Projects Completed On-Time
- Capital Projects Completed Within Budget

	Actual		YTD thru 06/30		Budget	
	2015-16	2016-17	2017-18	2018-19	2018-19	2019-20
Pavement With Condition Index of 'Fair' or Better	94.5%	95.1%	96.5%	annual measure	96.0%	96.5%
Streets With Sidewalks on At Least One Side	82.0%	82.0%	85.5%	annual measure	85.0%	85.5%
Capital Projects Completed On-Time	100%	100%	100%	annual measure	100%	100%
Capital Projects Completed Within Budget	100%	100%	100%	annual measure	100%	100%

- ✓ Update the MicroPaver Pavement Condition Index for all City streets.
- ✓ Maintain a safe transportation network within the City.

FUTURE GOALS (FY21 & FY22)

- ✓ Install sidewalks on at least one side of all residential local streets and on both sides of all collector and arterial roadways.
- ✓ Have all streets maintained by the City with a Pavement Condition Index of 'fair' or better.
- ✓ Repair all sidewalk hazards in existing neighborhoods.

PRIOR YEAR ACCOMPLISHMENTS (FY19)

- ✓ Resurfaced Hill Avenue NW from Ajax Drive NW to Lovejoy Road NW.
- ✓ Resurfaced McArthur Avenue NW from Sotir Street NW to Beal Parkway NW, L'ombre Circle from L'ombre Court to Cul-De-Sac, 417 Hollywood Boulevard from Hollywood Boulevard to Hollywood Boulevard.
- ✓ Restripe Walter Martin Road NE from Beal Parkway NE to Eglin Parkway NE.
- ✓ Completed Carson Drive Streetscape.
- ✓ Completed Hollywood Boulevard speed limit reduction.
- ✓ Completed Gulfview Parking Area.
- ✓ Completed driveways at Holmes Boulevard NW and Alabama Avenue NW.
- ✓ Completed Bud Day Trail sidewalk connection (California Drive NE).
- ✓ Completed driveways on Bradley Drive NE (Water Main Relay).
- ✓ Completed driveways on Higdon Court NW (Water Main Relay).

Actual					Budget	
2015-16	2016-17	2017-18	2018-19 Adopted		2019-20 Adopted	% Change
				<b>Revenues</b>		
				1/2 Cent Sales Tax	2,694,639	100.00%
				Transfer From Reserve 1/2 Cent Sales Tax		
\$ -	\$ -	\$ -	\$ -	Total Revenue	\$ 2,694,639	100.00%
				<b>Capital Projects</b>		
				Down Town Master Plan Improvements	700,000	100.00%
				Fire Safety	911,000	100.00%
				Fire Engine (Rescue Upgrade)		
				SCBA & Cardiac Monitors		
				ATV for Transport		
				Ballistic Vests		
				Hose Testing Machine		
				Fitness Equipment		
				Emergency Management EOC Planning	77,539	100.00%
				Citywide Software Evaluation		
				Performance Evaluation - Review Snap		
				Police Safety	319,000	100.00%
				Message Board & Speed Trailers		
				License Plate Reader		
				Shooting Simulator		
				Drone		
				Light Tower (2 @ \$24,000 Each)		
				Rapid ID (5 @ \$2,000 Each)		
				Patrol Car & Equip		
				Patrol Car & Equip		
				Commerce & Technology Park Infrastructure & Technology	25,000	100.00%
				Infrastructure	662,100	100.00%
				General Street Resurfacing		
				Intersection & Pedestrian Improvements		
				Asphalt Truck		
				Curb Roller		
\$ -	\$ -	\$ -	\$ -	Total Capital Expenditures	\$ 2,694,639	100.00%
\$ -	\$ -	\$ -	\$ -	TOTAL EXPENSES	\$ 2,694,639	100.00%

# 001 GENERAL FUND - 1500 NON-DEPARTMENTAL

Actual						Budget	
2015-16	2016-17	2017-18	2018-19 Adopted			2019-20 Adopted	% Change
<b>Personal Services:</b>							
251,217	122,373	75,721	50,000	519-1216	Final Leave Pay	891,352	1682.70%
-	7,711	451	-	519-2300	Life & Health Insurance	-	0.00%
547	4,479	298	25,000	519-2500	Unemployment Compensation	25,000	0.00%
<b>\$ 251,764</b>	<b>\$ 134,563</b>	<b>\$ 76,470</b>	<b>\$ 75,000</b>	<b>Total Personal Services</b>		<b>\$ 916,352</b>	<b>1121.80%</b>
<b>Operating Expenditures:</b>							
78,722	276,822	1,111,006	31,000	519-3100	Professional Services	16,000	-48.39%
770	1,411	1,928	-	519-3400	Other Services	-	0.00%
-	-	4,630	-	519-4000	Travel and Per Diem	-	0.00%
-	-	-	288	519-4100	Communication Services	288	0.00%
2,748	5,737	5,866	5,650	519-4400	Rentals & Leases	6,414	13.52%
-	-	4,484	-	519-4908	Property Taxes	-	0.00%
-	-	600	5,900	519-4911	Holiday Gift Certificates	5,900	0.00%
-	-	1,160	-	519-4912	Recording Fees	-	0.00%
70	29	10	-	519-4913	Cash Over/(Short)	-	0.00%
(370)	122	348	-	519-4916	Inventory Over/(Short)	-	0.00%
176,980	26,554	-	-	519-4941	Disaster Recovery	-	0.00%
-	689	533	-	519-4943	Hurricane	-	0.00%
-	-	14,792	-	519-4994	Tornado 2018	-	0.00%
-	-	-	227,962	519-4995	Contingencies	297,524	30.51%
1,223	-	2,757	-	519-5200	Operating	-	0.00%
255	-	-	14,280	519-5231	Computer Hardware/Software	21,840	52.94%
-	129	-	-	519-5249	Weather Events Pub Asst	-	0.00%
-	-	-	-	519-5400	Dues & Publications	13,000	100.00%
-	11,794	2,226	44,000	519-5500	Training	-	-100.00%
-	-	-	-		Prior Year Expenditures	-	0.00%
<b>\$ 260,399</b>	<b>\$ 323,287</b>	<b>\$ 1,150,340</b>	<b>\$ 329,080</b>	<b>Total Operating Expenditures</b>		<b>\$ 360,966</b>	<b>9.69%</b>
<b>Capital Outlay</b>							
-	-	100,000	-	519-6100	Land	-	0.00%
-	-	-	169,900	519-6404	Trucks	-	-100.00%
-	27,370	-	-	519-6405	Communication Equipment	-	0.00%
18,645	-	-	58,945	519-6420	Computer Hardware/Software	47,010	-20.25%
<b>18,645</b>	<b>27,370</b>	<b>100,000</b>	<b>228,845</b>	<b>Total Capital Outlay</b>		<b>47,010</b>	<b>-79.46%</b>
<b>Other Financing Activity</b>							
(42,676)	(144,672)	(44,964)	(45,999)	513-9916	Cost Allocation Reimb from FBC Fund	(47,011)	2.20%
(510)	-	(23,961)	(24,852)	513-9917	Salary Reimb from CDBG Fund	(27,588)	11.01%
(176,289)	(167,123)	(174,381)	(174,335)	513-9919	Cost Allocation Reimb from CRA Fund	(178,171)	2.20%
(1,041,639)	(1,063,612)	(1,526,252)	(1,130,539)	513-9941	Cost Allocation Reimb from Utilities Fund	(1,155,411)	2.20%
(364,433)	(372,074)	(388,626)	(397,564)	513-9943	Cost Allocation Reimb from Sanitation Fund	(406,311)	2.20%
(154,493)	(157,704)	(359,617)	(168,507)	513-9945	Cost Allocation Reimb from Stormwater Fund	(172,214)	2.20%
(336)	-	-	-	513-9945	Cost Allocation Reimb from Perpetual Care Fund	-	0.00%
4,191	4,161	4,176	2,042	581-9121	Transfer to Debt Service Fund	-	-100.00%
<b>\$ (1,776,185)</b>	<b>\$ (1,901,024)</b>	<b>\$ (2,513,625)</b>	<b>\$ (1,939,755)</b>	<b>Total Other Financing Activity</b>		<b>\$ (1,986,705)</b>	<b>2.42%</b>
<b>\$ (1,245,377)</b>	<b>\$ (1,415,804)</b>	<b>\$ (1,186,815)</b>	<b>\$ (1,306,829)</b>	<b>TOTAL EXPENSES</b>		<b>\$ (662,377)</b>	<b>-49.31%</b>

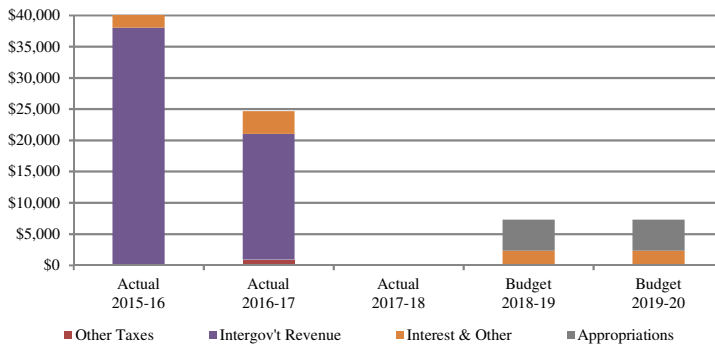
**001 GENERAL FUND - 1500 NON-DEPARTMENTAL**

Actual					Budget	
2015-16	2016-17	2017-18	2018-19 Adopted		2019-20 Adopted	% Change
211.75	214.50	214.03	224.93	Number of Funded Employees (FTE's)	225.43	0.22%
317,646	411,535	474,517	470,034	City Council	430,759	-8.36%
716,703	375,257	456,529	431,298	City Manager	410,506	-4.82%
792,826	1,284,671	1,257,665	1,435,831	Administrative Services	1,357,150	-5.48%
186,202	216,035	222,858	256,698	City Clerk	243,244	-5.24%
734,696	796,562	880,229	914,539	Finance	888,708	-2.82%
4,879,620	5,255,948	5,678,464	5,964,958	Police	6,218,602	4.25%
4,457,796	4,350,336	4,696,099	4,858,439	Fire	5,865,209	20.72%
9,506,225	5,520,344	6,005,540	6,220,466	Recreation Services	6,341,872	1.95%
620,046	577,401	709,073	635,511	Growth Management - General Fund	537,122	-15.48%
2,121,025	2,104,512	2,717,884	2,329,824	Total Public Works & Utility Services - General Fund	2,404,774	3.22%
-	-	-	-	1/2 Cent Sales Tax	2,694,639	100.00%
(1,245,377)	(1,415,804)	(1,186,815)	(1,306,830)	Non-Departmental	(662,377)	-49.31%
<b>\$ 23,087,408</b>	<b>\$ 19,476,797</b>	<b>\$ 21,912,043</b>	<b>\$ 22,210,768</b>	<b>TOTAL FUND EXPENSES</b>	<b>\$ 26,730,208</b>	<b>20.35%</b>
<b>\$ (3,004,750)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>NET REVENUE / (EXPENSE)</b>	<b>\$ (0)</b>	<b>0.00%</b>

## Law Enforcement Trust Fund

The Law Enforcement Trust Fund encompasses 0.02% of the City's activities and services and accounts for revenues from grants and forfeitures that are legally restricted for specific purposes, such as crime prevention, community policing, and drug education. Per State Statute, law enforcement agencies that receive at least \$15,000 in forfeitures within a fiscal year must expend or donate no less than 15% of such funds to support drug abuse prevention, crime prevention, or safe neighborhood programs.

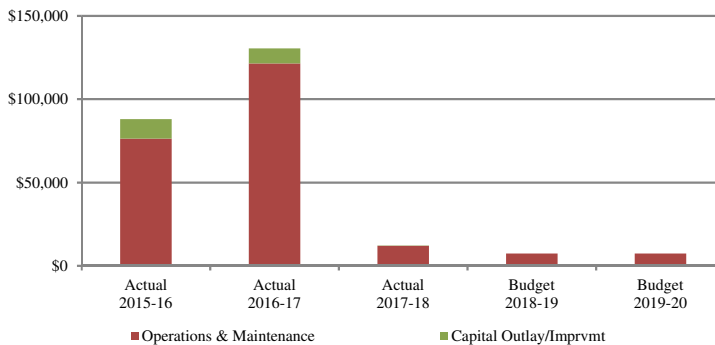
### Revenue Highlights



	Budget 2019-20	\$ Change	% Change
Interest & Other	2,309	0	0%
Use of Reserves	5,000	0	0%
	\$7,309	\$0	0%

- Intergovernmental revenue refers to grants, which are accounted for through a budget amendment when awarded to the City and therefore never included in the adopted budget.
- Forfeitures comprise the main revenue source of this fund, but the Florida Attorney General has opined that it is not permissible to budget forfeiture revenues. Therefore, an appropriation from fund balance is budgeted to record the use of the prior year's forfeitures for current year activities.

### Expenditure Highlights



	Budget 2019-20	\$ Change	% Change
Personal Services	0	0	0%
Operations & Maintenance	7,309	0	0%
Capital Outlay/Imprvmt	0	0	0%
	\$7,309	0	0%

- Drug-lab cleanup and legal services account for the operational expenses; however, these fees are recouped by the proceeds from the forfeiture cases.

**102 LAW ENFORCEMENT TRUST FUND**

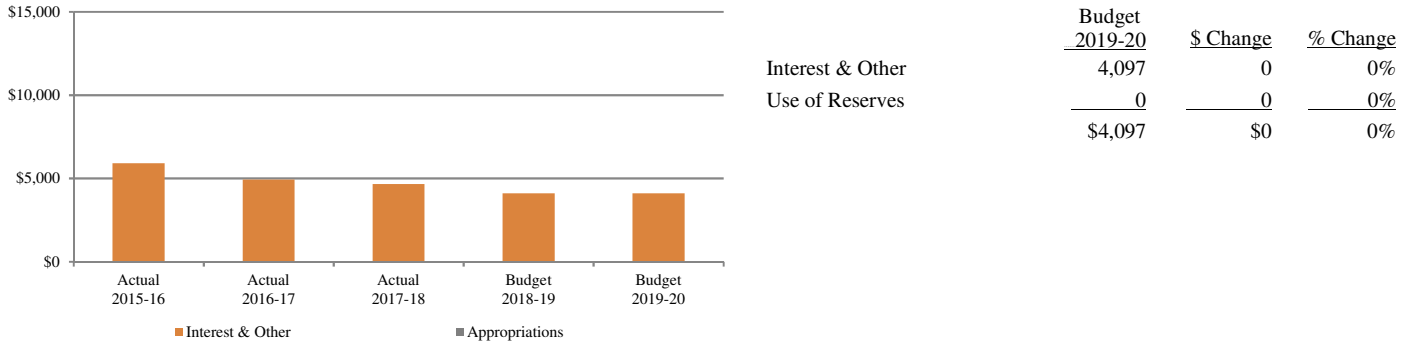
Actual				Budget		
2015-16	2016-17	2017-18	2018-19 Adopted		2019-20 Adopted	% Change
38,008	20,145	-	-	Grant Revenues	-	0.00%
\$ 38,008	\$ 20,145	\$ -	\$ -	Total Grants	\$ -	0.00%
\$ 38,008	\$ 20,145	\$ -	\$ -	TOTAL INTERGOVERNMENTAL REVENUE	\$ -	0.00%
-	767	-	-	1800-356-1000 Fines & Forfeitures	-	0.00%
-	95	-	-	1800-358-2000 Assets Seized by Law Enforcement	-	0.00%
\$ -	\$ 862	\$ -	\$ -	Total Fines & Forfeitures	\$ -	0.00%
\$ -	\$ 862	\$ -	\$ -	TOTAL FINES & FORFEITURES	\$ -	0.00%
2,384	2,479	165	2,309	1800-361-1000 Interest Income	2,309	0.00%
\$ 2,384	\$ 2,479	\$ 165	\$ 2,309	Total Interest Income	\$ 2,309	0.00%
-	1,166	-	-	1800-364-1000 Sale of Surplus Assets	-	0.00%
\$ -	\$ 1,166	\$ -	\$ -	Total Other Revenues	\$ -	0.00%
\$ 2,384	\$ 3,645	\$ 165	\$ 2,309	TOTAL INTEREST & OTHER REVENUES	\$ 2,309	0.00%
-	-	-	5,000	1600-389-9100 Appropriation from Fund Balance	5,000	0.00%
\$ -	\$ -	\$ -	\$ 5,000	Total Non-Operating Sources	\$ 5,000	0.00%
\$ -	\$ -	\$ -	\$ 5,000	TOTAL TRANSFERS IN	\$ 5,000	0.00%
\$ 40,392	\$ 24,652	\$ 165	\$ 7,309	TOTAL FUND REVENUES	\$ 7,309	0.00%
<b>1800 - STATE FORFEITURE EXPENSES</b>						
				<u>Grant Expenses:</u>		
20,357	-	-	-	Grant Expenses	-	0.00%
\$ 20,357	\$ -	\$ -	\$ -	Total Grant Expenses	\$ -	0.00%
				<u>Operating Expenditures:</u>		
372	2,500	-	5,000	521-3100 Professional Services	5,000	0.00%
10,713	70	-	1,609	521-3101 Legal Services	1,609	0.00%
-	69,045	-	-	521-4610 Maintenance Contracts	-	0.00%
21,099	-	-	-	521-4640 Building Maintenance	-	0.00%
-	-	-	500	521-4912 Forfeiture Filing Fees	500	0.00%
-	-	-	200	521-4915 Legal Advertising	200	0.00%
10,747	24,806	-	-	521-5200 Operating Supplies	-	0.00%
6,746	-	-	-	521-5210 Uniform Expense	-	0.00%
500	-	-	-	521-5400 Dues & Publications	-	0.00%
298	-	-	-	521-5500 Training	-	0.00%
\$ 50,476	\$ 96,421	\$ -	\$ 7,309	Total Operating Expenditures	\$ 7,309	0.00%
				<u>Capital Outlay:</u>		
-	-	-	-	521-6403 Vehicles	-	0.00%
11,764	8,970	140	-	521-6406 Specialized Equipment	-	0.00%
\$ 11,764	\$ 8,970	\$ 140	\$ -	Total Capital Outlay	\$ -	0.00%
\$ 82,597	\$ 105,391	\$ 140	\$ 7,309	STATE EXPENDITURES	\$ 7,309	0.00%
<b>1800 - FEDERAL FORFEITURE EXPENSES</b>						
				<u>Operating Expenditures:</u>		
5,455	9,371	11,829	-	1543-521-5210 Uniform Expense - Ballistic Vests (50% Grant)	-	0.00%
-	15,573	-	-	1579-521-5200 Operating Supplies & Expenses	-	0.00%
-	-	-	-	1800-521-6406 Specialized Equipment	-	0.00%
\$ 5,455	\$ 24,944	\$ 11,829	\$ -	Total Operating Expenditures	\$ -	0.00%
\$ 5,455	\$ 24,944	\$ 11,829	\$ -	FEDERAL EXPENDITURES	\$ -	0.00%
\$ 88,052	\$ 130,335	\$ 11,969	\$ 7,309	TOTAL FUND EXPENSES	\$ 7,309	0.00%
\$ (47,661)	\$ (105,683)	\$ (11,804)	\$ -	NET REVENUE / (EXPENSE)	\$ -	0.00%



## Law Enforcement Training Fund

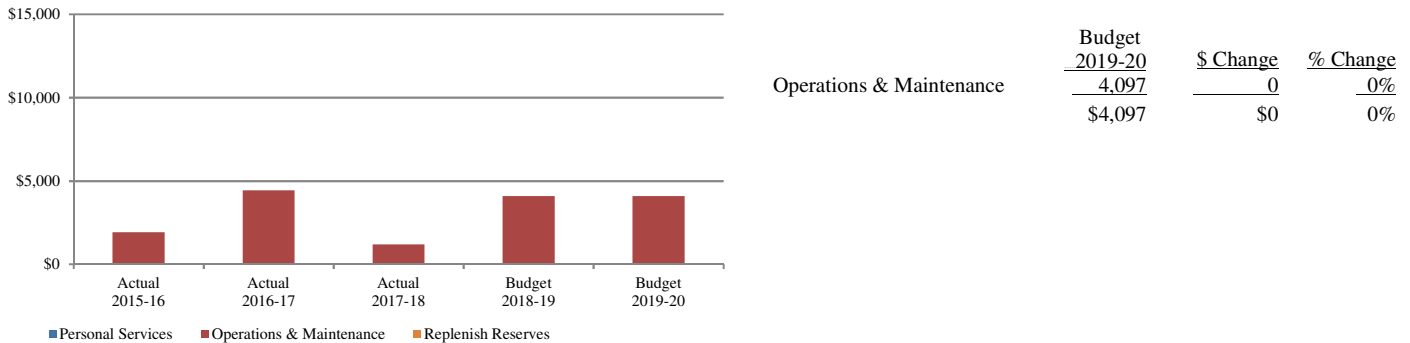
The Law Enforcement Training Fund encompasses 0.01% of the City's activities and services and accounts for revenues from traffic fines that are legally restricted for specific purposes, such as school crossing guards and police officer training.

### Revenue Highlights



- Traffic fines have declined over the years as the state retains a larger portion of the revenue for court and clerk operations.

### Expenditure Highlights



- A portion of police officer training is accounted for in this fund.

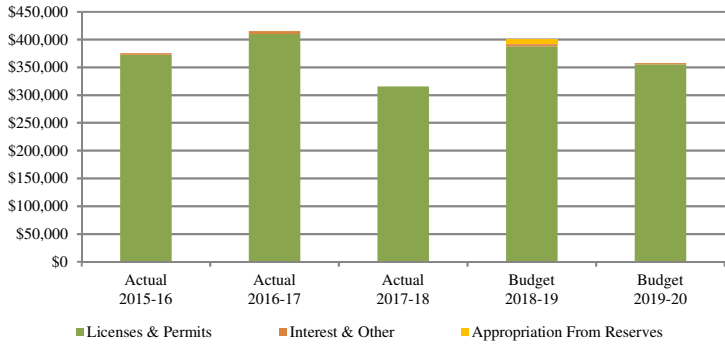
# **103 LAW ENFORCEMENT TRAINING FUND**

Actual				Budget			
2015-16	2016-17	2017-18	2018-19 Adopted			2019-20 Adopted	% Change
5,816	4,918	4,646	4,000	1830-351-5020	Traffic Fines - Training	4,000	0.00%
\$ 5,816	\$ 4,918	\$ 4,646	\$ 4,000		Total Fines & Forfeitures	\$ 4,000	0.00%
\$ 5,816	\$ 4,918	\$ 4,646	\$ 4,000		TOTAL FINES & FORFEITURES	\$ 4,000	0.00%
89	-	2	97	1830-361-1000	Interest Income	97	0.00%
\$ 89			\$ 97		Total Interest Income	\$ 97	0.00%
\$ 89	\$ -	\$ -	\$ 97		TOTAL INTEREST & OTHER REVENUES	\$ 97	100.00%
-	-	-	-	1600-389-9100	Appropriation from Fund Balance	-	0.00%
\$ -			\$ -		Total Non-Operating Sources	\$ -	0.00%
\$ -	\$ -	\$ -	\$ -		TOTAL TRANSFERS IN	\$ -	0.00%
\$ 5,905	\$ 4,918	\$ 4,646	\$ 4,097		TOTAL FUND REVENUES	\$ 4,097	0.00%
1,910	-	-	-	521-3100	<u>Operating Expenditures:</u> Professional Services	-	0.00%
-	4,428	1,194	4,097	521-4000	Travel and Per Diem	4,097	0.00%
-	-	-	-	521-5500	Training	-	0.00%
\$ 1,910	\$ 4,428	\$ 1,194	\$ 4,097		Total Operating Expenditures	\$ 4,097	0.00%
\$ -	\$ -	\$ -	\$ -		<u>Other Financing Activity:</u> Total Other Financing Activity	\$ -	0.00%
\$ 1,910	\$ 4,428	\$ 1,194	\$ 4,097		TOTAL FUND EXPENSES	\$ 4,097	0.00%
\$ 3,995	\$ 490	\$ 3,452	\$ -		NET REVENUE / (EXPENSE)	\$ -	0.00%

## Florida Building Code Fund

The Florida Building Code (FBC) Fund encompasses 1.0% of the City's activities and services and accounts for revenues from building permits and inspections that are legally restricted for enforcing the Florida Building Code per State Statute.

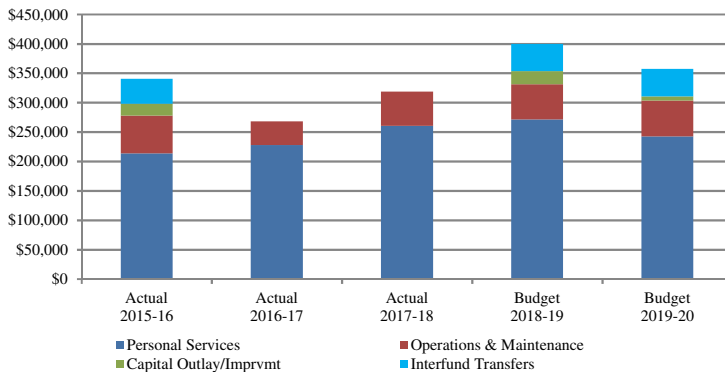
### Revenue Highlights



	Budget 2019-20	\$ Change	% Change
Licenses & Permits	355,325	(31,924)	(8.2)%
Interest & Other	2,235	(1,865)	(45.5)%
Appropriation from Reserves	0	(8,254)	(100.0)%
	\$357,560	\$(42,043)	(10.5)%

- The decrease in revenue is due to a larger project being budgeted in FY 2018-19 – the revenue is in line with previous years.

### Expenditure Highlights



	Budget 2019-20	\$ Change	% Change
Personal Services	242,343	(29,247)	(10.8)%
Operations & Maintenance	61,207	1,809	3.0%
Capital Outlay	7,000	(15,617)	(69.0)%
Interfund Transfers	47,011	1,012	2.2%
	\$357,560	\$(42,043)	(10.5)%

- The decrease in Personal Services is due to staff turnover.
- The decrease in Capital expenses is due to prior fiscal year vehicle replacement.

**106 FLORIDA BUILDING CODE FUND - 1215 BUILDING INSPECTION & PERMITTING**

Actual				Budget		
2015-16	2016-17	2017-18	2018-19 Adopted		2019-20 Adopted	% Change
<b>Revenues:</b>						
153,354	195,364	195,975	186,532	1215-322-1000 Building Permits	184,422	-1.13%
5,553	2,753	-	2,996	1215-329-1001 Re-Inspection Fee	2,996	0.00%
8,065	9,008	-	10,729	1215-329-1002 Working Without A Permit Fee	17,367	61.87%
3,445	3,800	-	3,591	1215-329-1010 Notice of Commencement	3,591	0.00%
5,070	5,370	-	2,877	1215-329-1020 Certificate of Occupancy/Completion/Use	2,877	0.00%
45,564	46,283	49,706	51,070	1215-322-1030 Processing Fee	40,410	-20.87%
21,078	26,380	25,126	24,786	1215-322-2000 Electrical Permits	19,000	-23.34%
10,740	17,476	16,009	8,857	1215-322-3000 Plumbing Permits	8,857	0.00%
7,297	7,648	3,239	4,664	1215-322-4000 Gas Permits	4,664	0.00%
18,902	16,726	23,794	20,016	1215-322-5000 Mechanical Permits	13,000	-35.05%
1,030	1,165	-	834	1215-329-9090 Surcharge F.S. 468.631 & 553.721	834	0.00%
<b>\$ 280,096</b>	<b>\$ 331,973</b>	<b>\$ 313,850</b>	<b>\$ 316,952</b>	<b>Total Licenses &amp; Permits</b>	<b>\$ 298,018</b>	<b>-5.97%</b>
88,198	73,452	-	67,990	1215-322-1003 Building Plan Review	55,000	-19.11%
3,855	4,495	1,346	2,307	1215-329-3000 Sign/Banner Permit	2,307	0.00%
<b>\$ 92,053</b>	<b>\$ 77,947</b>	<b>\$ 1,346</b>	<b>\$ 70,297</b>	<b>Total Other Licenses &amp; Permits</b>	<b>\$ 57,307</b>	<b>-18.48%</b>
<b>\$ 372,149</b>	<b>\$ 409,919</b>	<b>\$ 315,196</b>	<b>\$ 387,249</b>	<b>TOTAL LICENSES &amp; PERMITS</b>	<b>\$ 355,325</b>	<b>-8.24%</b>
3,377	3,330	-	4,100	1215-361-1000 Interest Income	2,235	-45.49%
-	1,741	-	-	1215-369-9000 Miscellaneous Revenues	-	0.00%
<b>\$ 3,377</b>	<b>\$ 5,071</b>	<b>\$ -</b>	<b>\$ 4,100</b>	<b>Total Interest Income</b>	<b>\$ 2,235</b>	<b>-45.49%</b>
<b>\$ 3,377</b>	<b>\$ 5,071</b>	<b>\$ -</b>	<b>\$ 4,100</b>	<b>TOTAL INTEREST &amp; OTHER REVENUES</b>	<b>\$ 2,235</b>	<b>-45.49%</b>
-	-	-	8,254	1215-389-9100 Appropriation from Unassigned Fund Balance	-	-100.00%
<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 8,254</b>	<b>Total Non-Operating Sources</b>	<b>\$ -</b>	<b>-100.00%</b>
<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 8,254</b>	<b>TOTAL TRANSFERS IN</b>	<b>\$ -</b>	<b>-100.00%</b>
<b>\$ 375,526</b>	<b>\$ 414,990</b>	<b>\$ 315,196</b>	<b>\$ 399,603</b>	<b>TOTAL REVENUES</b>	<b>\$ 357,560</b>	<b>-10.52%</b>

# 106 FLORIDA BUILDING CODE FUND - 1215 BUILDING INSPECTION & PERMITTING

Actual				Budget	
2015-16	2016-17	2017-18	2018-19 Adopted	2019-20 Adopted	% Change
4.00	4.00	4.00	4.00		
155,924	159,736	170,241	182,106	524-1200	Regular Salaries
-	-	-	216	524-1201	Service Awards
504	3,356	2,182	1,000	524-1400	Salaries - Overtime
9,251	9,581	10,129	10,614	524-2100	FICA Taxes
2,163	2,241	2,369	2,482	524-2101	Medicare
15,226	17,726	31,839	27,869	524-2200	Retirement Contributions
7,313	6,222	8,615	9,599	524-2204	Retirement Contributions - DC Plan
12,941	15,961	21,866	26,391	524-2300	Dental, Life & Health Insurance
3,449	3,630	4,095	4,082	524-2400	Worker's Compensation
6,779	9,141	9,376	7,231	524-1291	Salary Allocation Reimb to General Fund
<b>\$ 213,551</b>	<b>\$ 227,594</b>	<b>\$ 260,712</b>	<b>\$ 271,590</b>		<b>Total Personal Services</b>
42,461	23,103	29,262	32,070	524-3100	Professional Services
2,149	2,385	2,379	4,014	524-4000	Travel and Per Diem
2,433	2,631	3,600	2,395	524-4100	Communication Services
125	132	70	100	524-4200	Postage
4,204	4,288	4,276	4,288	524-4300	Utilities
-	94	1,126	1,200	524-4400	Leases
-	500	1,100	1,100	524-4610	Maintenance Contracts
792	125	523	575	524-4620	Vehicle Repair
35	35	70	180	524-4700	Printing & Binding
-	-	25	100	524-4911	Holiday Gift Certificates
1,098	758	477	850	524-5100	Office Supplies
1,771	289	666	1,000	524-5200	Operating Supplies
1,530	1,693	1,640	1,693	524-5204	Fuel & Oil
344	242	382	400	524-5210	Uniform Expense
2,040	-	5,136	-	524-5231	Computer Hardware/Software
981	250	246	300	524-5234	Safety Supplies/Equipment
2,167	1,676	3,627	2,789	524-5400	Books, Dues & Publications
1,966	2,278	3,276	2,348	524-5500	Training
-	-	-	3,996	524-4995	Contingencies
<b>\$ 64,095</b>	<b>\$ 40,479</b>	<b>\$ 57,881</b>	<b>\$ 59,398</b>		<b>Total Operating Expenditures</b>
-	-	-	-	524-6402	Equipment
20,291	-	-	22,617	524-6404	Trucks
-	-	-	-	524-6420	Computer Hardware/Software per IT Plan
<b>\$ 20,291</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 22,617</b>		<b>Total Capital Outlay</b>
42,676	-	-	45,999	524-9901	Cost Allocation Reimbursement to General Fund
<b>\$ 42,676</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 45,999</b>		<b>Total Other Financing Activity</b>
<b>\$ 340,612</b>	<b>\$ 268,073</b>	<b>\$ 318,593</b>	<b>\$ 399,603</b>		<b>TOTAL EXPENSES</b>
<b>\$ 34,913</b>	<b>\$ 146,917</b>	<b>\$ (3,397)</b>	<b>\$ -</b>		<b>NET REVENUE / (EXPENSE)</b>

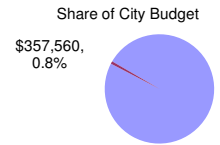
# FLORIDA BUILDING CODE FUND (FBC)

## DESCRIPTION

Building officials issue building permits, review building plans, and inspect all facets of construction including structure, electrical, plumbing, mechanical, gas, fences, and signs.

## MISSION

Provide efficient assistance with, and ensure adherence to, state and local Land Development and Building Codes.



## CURRENT GOALS, OBJECTIVES, & METRICS (FY20)

	Actual				YTD thru 06/30		Budget	
	2015-16	2016-17	2017-18	2018-19	2018-19	2019-20	2018-19	2019-20
<b>Provide Timely &amp; Efficient Building Permits</b>								
% of Residential Permits Issued within 3 Business Days of Application	97%	97%	97%	94%			98%	98%
% of Commercial Permits Issued within 5 Business Days of Application	95%	96%	97%	92%			98%	98%
<b>Provide Timely &amp; Efficient Building Inspections</b>								
% of Residential Inspections Completed within 3 Business Days of Request	95%	98%	97%	97%			98%	98%
% of Commercial Inspections Completed within 3 Business Days of Request	95%	98%	97%	98%			98%	98%

- ✓ Expand our customer service levels to one of the best building departments in this area.
- ✓ Enhance contractor & developer education through no less than two training seminars in Etrak It provide by the Building Division.

## FUTURE GOALS (FY21 & FY22)

- ✓ Become fully digital in processing of plan review and permitting with the implementaion of TRAKiT and Blue Beam Revu.
- ✓ Obtain and all required certifications for Building Inspector.

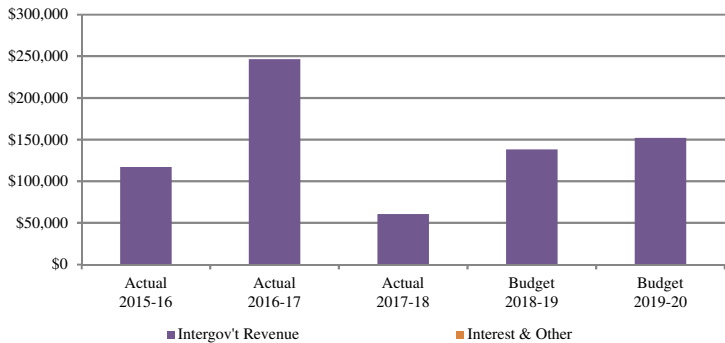
## PRIOR YEAR ACCOMPLISHMENTS (FY19)

- ✓ Hired a new Building Inspector
- ✓ Promoted Combination Plans Examiner to Building Official position.

## Community Development Block Grant Fund

The Community Development Block Grant (CDBG) Fund encompasses 0.3% of the City's activities and services and accounts for grant funds from the US Department of Housing and Urban Development that are legally restricted for specific purposes such as capital outlay projects and summer care programs to benefit low and moderate income families.

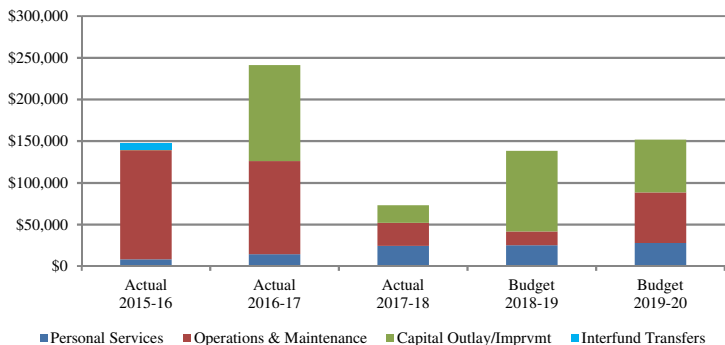
### Revenue Highlights



	Budget 2019-20	\$ Change	% Change
Intergov't Revenue	151,789	13,676	9.9%
Approp. from Reserves	0	0	0%
	\$151,789	\$13,676	9.9%

- Revenues from the Federal entitlement are largely population-based. The City's population is relatively stable since the community is built-out; therefore, the award dollars are allocated similarly each year.

### Expenditure Highlights



	Budget 2019-20	\$ Change	% Change
Personal Services	27,588	2,736	11.0%
Operations & Maintenance	60,538	43,951	265.0%
Capital Outlay/Imprvmt	63,663	(33,011)	(34.1)%
Interfund Transfers Out	0	0	0.0%
	\$151,789	\$13,676	9.9%

- Personal services include staff's time allocated to CDBG activities.
- Less focus has been placed on operations and more funds are being allocated to various capital projects this year.

# **107 COMMUNITY DEVELOPMENT BLOCK GRANT FUND**

Actual				Budget	
2015-16	2016-17	2017-18	2018-19 Adopted	2019-20 Adopted	% Change
117,087	246,186	60,586	138,113	151,789	9.90%
<b>\$ 117,087</b>	<b>\$ 246,186</b>	<b>\$ 60,586</b>	<b>\$ 138,113</b>	<b>\$ 151,789</b>	<b>9.90%</b>
				1900-331-5027 Annual Entitlement Grant	
				Total Federal Grants	
<b>\$ 117,087</b>	<b>\$ 246,186</b>	<b>\$ 60,586</b>	<b>\$ 138,113</b>	<b>TOTAL INTERGOVERNMENTAL REVENUE</b>	<b>\$ 151,789 9.90%</b>
-	-	-	-	1900-366-1000 Donations	- 0.00%
-	-	-	-	Discounts	- 0.00%
<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>Total Other Revenues</b>	<b>\$ - 0.00%</b>
<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>TOTAL INTEREST &amp; OTHER REVENUES</b>	<b>\$ - 0.00%</b>
-	-	-	-	1600-389-9200 Appropriation from Fund Balance	- 0.00%
<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>Total Non-Operating Sources</b>	<b>\$ - 0.00%</b>
<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>TOTAL TRANSFERS IN</b>	<b>\$ - 0.00%</b>
<b>\$ 117,087</b>	<b>\$ 246,186</b>	<b>\$ 60,586</b>	<b>\$ 138,113</b>	<b>TOTAL FUND REVENUES</b>	<b>\$ 151,789 9.90%</b>



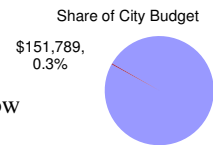
# 107 COMMUNITY DEVELOPMENT BLOCK GRANT FUND

Actual				Budget	
2015-16	2016-17	2017-18	2018-19 Adopted	2019-20 Adopted	% Change
8,180	14,121	23,961	24,852	27,588	11.01%
<b>\$ 8,180</b>	<b>\$ 14,121</b>	<b>\$ 23,961</b>	<b>\$ 24,852</b>	<b>\$ 27,588</b>	<b>11.01%</b>
<u>Personal Services:</u>					
1900-554-1291/98	Salary Allocation Reimb to General Fund/CRA				
Total Personal Services					
<u>Operating Expenditures:</u>					
1900-554-3100	Professional Services			-	0.00%
1900-554-3101	Legal Services			-	0.00%
1900-554-4000	Travel and Per Diem		801	800	-0.12%
1900-554-4200	Postage		20	20	0.00%
1900-554-4915	Legal Advertising		1,800	1,800	0.00%
1900-554-5500	Training		150	150	0.00%
<u>Land Clearance</u>					
1910-554-3400	Nuisance Abatement		9,816	35,000	256.56%
<u>Economic Development</u>					
1920-554-8200	Small Business Program			-	0.00%
<u>Housing Rehabilitation</u>					
1930-554-3400				-	0.00%
<u>Public Services</u>					
1940-554-3451	Rec Center Summer Program		4,000	4,000	0.00%
1940-554-5200	Operating Supplies			-	0.00%
1940-554-5251	Life Center of Gregg Chapel A/C			-	0.00%
1940-554-5253	Okaloosa Comprehensive Head Start			-	100.00%
1940-554-5254	Youthbuild & Community Development			-	100.00%
1940-554-5255	One Hopeful Place Community Development			-	100.00%
1940-554-5258	S4P Synergy Inc			-	0.00%
1940-554-5258	90Works Project90			9,250	100.00%
1940-554-5258	Bridgeway Center, Inc.			9,518	100.00%
1940-554-8200	Grants & Aid to Prv't. Org.			-	0.00%
<b>\$ 130,898</b>	<b>\$ 111,777</b>	<b>\$ 27,863</b>	<b>\$ 16,587</b>	<b>\$ 60,538</b>	<b>264.97%</b>
255					
	50,000	-	19,957		
	-	-	-		
	-	4,000	-		
	-	15,935	16,717		
	-	-	-		
	45,723	1,209	-		
	7,505	-	-		
	12,000	-	-		
			60,000		
1950-554-6355					
<u>Improvements Other than Building</u>					
				-	0.00%
<u>Land Acquisition</u>					
				-	0.00%
Total Capital Improvements				63,663	-34.15%
<u>Other Financing Activity:</u>					
1600-554-9901	Salary Reimbursement to General Fund			-	0.00%
Total Other Financing Activity					
<b>\$ 147,513</b>	<b>\$ 241,126</b>	<b>\$ 72,968</b>	<b>\$ 138,113</b>	<b>\$ 151,789</b>	<b>9.90%</b>
<b>\$ (30,427)</b>	<b>\$ 5,060</b>	<b>\$ (12,382)</b>	<b>\$ -</b>	<b>\$ 0</b>	<b>100.00%</b>

# COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)

## DESCRIPTION

The Community Development Block Grant provides Federal funding for housing and community development needs for low and moderate income areas.



## MISSION

Administer the Community Development Block Grant (CDBG) program in accordance with all Federal regulations.

## CURRENT GOALS, OBJECTIVES, & METRICS (FY20)

	Actual		YTD thru 06/30		Budget	
	2015-16	2016-17	2017-18	2018-19	2018-19	2019-20
<b>Eliminate Influences of Blight in Target Areas</b>						
Nuisances Abated in Target Area	0	0	1	1	1	1
<b>Improve Safety and Livability of Neighborhoods</b>						
Capital Improvements Completed in Target Area	0	0	0	2	1	1
<b>Provide Access to Quality Public and Private Services</b>						
Summer Youth Program	4	0	0	2	5	5
After School Program Participants	0	0	10	0	n/a	n/a
<b>Disburse Grant Funds in Timely Fashion</b>						
Grant Funds Spent in Same Year Awarded	37%	100%	90%	100%	100%	100%

- ✓ Increase access to quality public facilities and neighborhood livability by completing one capital improvement project.
- ✓ Restore Summer Youth Program participation.

## FUTURE GOALS (FY21 & FY22)

- ✓ Spend all grant funds in same year awarded.
- ✓ Maintain a balanced approach to housing and community development needs.

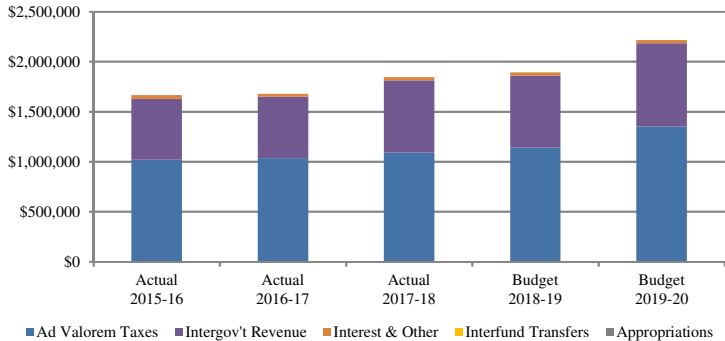
## PRIOR YEAR ACCOMPLISHMENTS (FY19)

- ✓ Eliminated blighted conditions on target areas by completing three nuisance abatement projects

## Community Redevelopment Agency Fund

The Community Redevelopment Agency (CRA) Fund encompasses 4.5% of the City's activities and services and accounts for funding derived from City of Fort Walton Beach and Okaloosa County Tax Increment Funding (TIF) – proceeds from increases in the taxable assessed value of the CRA District. The original CRA area was formed in 1980, with that being the base year for the purpose of determining the growth in assessed taxable value. In 2019, the CRA area was expanded to include an additional area. The TIF is determined by the growth in the assessed value of taxable property located in the CRA district from the base year to the current tax year and is multiplied by the current tax rate for the City and County. Expenditures in the CRA area target eliminating blight in residential and commercial areas.

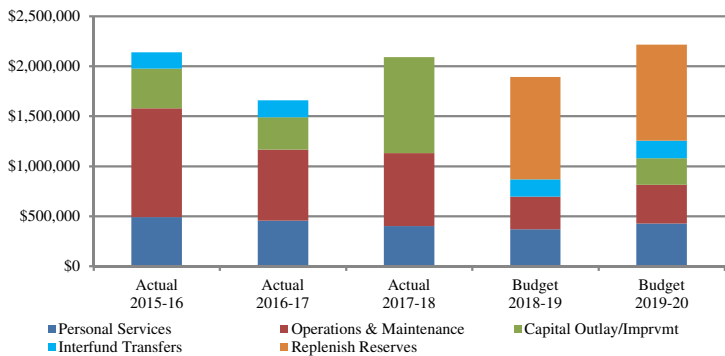
### Revenue Highlights



	Budget 2019-20	\$ Change	% Change
Ad Valorem Taxes	1,352,976	213,175	18.7%
Intergov't Revenue	830,701	109,794	15.2%
Interest & Other	32,457	0	0%
Approp. from Reserves	0	0	0%
	<u>\$2,216,134</u>	<u>\$322,969</u>	<u>17.1%</u>

- The budget is predicated on reducing the City millage (Ad Valorem) rate to the rolled-back rate of 5.6395 mills. One mill equals \$1 per \$1,000 of taxable property value.
- County Ad Valorem tax proceeds are accounted for as intergovernmental revenues. The County's millage rate is 3.8308 mills.

### Expenditure Highlights



	Budget 2019-20	\$ Change	% Change
Personal Services	426,406	59,411	16.2%
Operations & Maintenance	386,159	59,205	18.1%
Replenish Reserves	960,398	(64,483)	(6.3)%
Interfund Transfer	178,171	3,836	2.2%
Capital Outlay/Imprvmt	<u>265,000</u>	<u>265,000</u>	<u>100.0%</u>
	<u>\$2,216,134</u>	<u>\$322,969</u>	<u>17.1%</u>

- The increase in personal services and operating expenses is due to pay and classification changes related to internal equity and compression, as well as an increase in the City covered portion of employee insurance.
- The increase in capital outlay is due to newly planned projects, specifically full renovation of the Landing.

**109 COMMUNITY REDEVELOPMENT AGENCY FUND**

Actual				Budget			
2015-16	2016-17	2017-18	2018-19 Adopted			2019-20 Adopted	% Change
787,039	802,377	837,841	865,478	2000-311-1000	Ad Valorem Taxes - City Original TIF	983,485	13.63%
230,503	234,074	252,373	274,323	2000-311-1100	Ad Valorem Taxes - City Expanded TIF	369,491	34.69%
<b>\$ 1,017,542</b>	<b>\$ 1,036,451</b>	<b>\$ 1,090,214</b>	<b>\$ 1,139,801</b>		<b>Total Ad Valorem Taxes</b>	<b>\$ 1,352,976</b>	<b>18.70%</b>
<b>\$ 1,017,542</b>	<b>\$ 1,036,451</b>	<b>\$ 1,090,214</b>	<b>\$ 1,139,801</b>		<b>TOTAL TAXES</b>	<b>\$ 1,352,976</b>	<b>18.70%</b>
468,029	476,794	553,733	553,733	2000-338-2000	Ad Valorem Taxes - County Original TIF	603,841	9.05%
142,868	136,344	167,174	167,174	2000-338-2100	Ad Valorem Taxes - County Expanded TIF	226,860	35.70%
<b>\$ 610,897</b>	<b>\$ 613,139</b>	<b>\$ 720,907</b>	<b>\$ 720,907</b>		<b>Total Local Shared Revenues</b>	<b>\$ 830,701</b>	<b>15.23%</b>
-	-	-	-		Prior Years Grants	-	0.00%
<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>		<b>Total Grants</b>	<b>\$ -</b>	<b>0.00%</b>
<b>\$ 610,897</b>	<b>\$ 613,139</b>	<b>\$ 720,907</b>	<b>\$ 720,907</b>		<b>TOTAL INTERGOVERNMENTAL REVENUE</b>	<b>\$ 830,701</b>	<b>15.23%</b>
24,938	27,428	33,831	32,457	1500-361-1000	Interest Income	32,457	0.00%
-	-	-	-	1500-361-3000	Unrealized Gain/(Loss)	-	0.00%
-	-	-	-	1500-361-4000	Realized Gain/(Loss)	-	0.00%
<b>\$ 24,938</b>	<b>\$ 27,428</b>	<b>\$ 33,831</b>	<b>\$ 32,457</b>		<b>Total Interest Income</b>	<b>\$ 32,457</b>	<b>0.00%</b>
12,000	-	-	-	1500-362-1000	Rental and Lease Income	-	0.00%
<b>\$ 12,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>		<b>Total Rents and Royalties</b>	<b>\$ -</b>	<b>0.00%</b>
-	-	-	-	1500-364-1000	Gain/Loss on Fixed Assets	-	0.00%
-	-	-	-	1500-369-9000	Miscellaneous Revenue	-	0.00%
-	-	-	-	2000-345-9019	Other Economic Env. Changes	-	0.00%
<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>		<b>Total Other Revenues</b>	<b>\$ -</b>	<b>0.00%</b>
<b>\$ 36,938</b>	<b>\$ 27,428</b>	<b>\$ 33,831</b>	<b>\$ 32,457</b>		<b>TOTAL INTEREST &amp; OTHER REVENUES</b>	<b>\$ 32,457</b>	<b>0.00%</b>
-	-	-	-	1600-389-9100	Appropriation from Fund Balance	-	0.00%
<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>		<b>Total Non-Operating Sources</b>	<b>\$ -</b>	<b>0.00%</b>
<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>		<b>TOTAL TRANSFERS IN</b>	<b>\$ -</b>	<b>0.00%</b>
<b>\$ 1,665,377</b>	<b>\$ 1,677,018</b>	<b>\$ 1,844,952</b>	<b>\$ 1,893,165</b>		<b>TOTAL FUND REVENUES</b>	<b>\$ 2,216,134</b>	<b>17.06%</b>

# **109 CRA FUND - 2000 CRA**

Actual				Budget	
2015-16	2016-17	2017-18	2018-19 Adopted	2019-20 Adopted	% Change
3.00	2.00	2.00	5.00		
43,237	24,319	-	194,090	552-1200	Regular Salaries
-	-	-	10,834	552-1202	Incentive Pay
258	27	-	9,481	552-1400	Salaries - Overtime
-	-	-	8,146	552-1401	Salaries - Overtime Holiday Worked
-	-	-	1,685	552-1501	Incentive
2,359	1,454	-	11,914	552-2100	FICA Taxes
552	340	-	2,786	552-2101	Medicare
-	-	-	71,259	552-2201	Retirement Contributions - Police Officers
382	194	-	-	552-2204	Retirement Contributions - DC Plan
9,400	2,629	-	49,650	552-2300	Dental, Life & Health Insurance
1,229	752	-	7,150	552-2400	Worker's Compensation
11,581	7,729	-	-	552-1291	Salary Allocation Reimb to General Fund
<b>\$ 68,997</b>	<b>\$ 37,444</b>	<b>\$ -</b>	<b>\$ 366,995</b>	<b>Total Personal Services</b>	
				<b>\$ 426,406</b>	<b>100.00%</b>
<b>Operating Expenses:</b>					
91,942	225,862	159,352	-	552-3100	Professional Services
3,682	-	-	-	552-3101	Legal Services
169,739	169,527	331,365	159,265	552-3400	Other Services
906	10,589	1,100	-	552-3450	Other Services - Grounds Maintenance
1,609	890	(2)	1,200	552-4000	Travel and Per Diem
1,959	1,870	264	-	552-4100	Communication Services
-	-	-	700	552-4200	Postage
125,274	118,689	127,016	107,324	552-4300	Utilities
4,974	3,030	2,350	-	552-4400	Rentals & Leases
-	825	-	-	552-4610	Maintenance Contracts
243	669	519	-	552-4620	Vehicle Repair
777	574	922	-	552-4630	Equipment Repair
40,444	36	-	-	552-4640	Building Maintenance
280	-	-	5,000	552-4800	Promotional Activities
-	-	-	-	552-4911	Holiday Gift Certificates
786	575	802	-	552-4915	Legal Advertising
-	-	-	-	552-5100	Office Supplies
11,493	2,163	84	-	552-5200	Operating Supplies
1,728	1,881	1,436	-	552-5204	Fuel & Oil
130	115	-	-	552-5210	Uniform Expense
-	-	-	-	552-5231	Computer Hardware/Software
1,154	1,750	-	-	552-5233	Tools
135	80	-	-	552-5234	Safety Supplies/Equipment
28,937	19,850	31,459	-	552-5250	Operating Supplies - Grounds Maintenance
-	-	109	-	552-5300	Road Materials & Supplies
1,600	1,450	1,440	2,415	552-5400	Dues & Publications
790	-	444	1,050	552-5500	Training
563,362	-	72,626	50,000	552-8200	Grants and Aids
<b>\$ 1,051,941</b>	<b>\$ 560,425</b>	<b>\$ 731,286</b>	<b>\$ 326,954</b>	<b>Total Operating Expenditures</b>	
				<b>\$ 386,159</b>	<b>18.11%</b>
<b>Capital Outlay:</b>					
-	-	681,042	-	552-6214	Improvements Buildings
364,159	9,774	18,930	-	552-6310	Improvements Other Than Buildings
<b>\$ 364,159</b>	<b>\$ 9,774</b>	<b>\$ 699,972</b>	<b>\$ -</b>	<b>Total Capital Outlay</b>	
				<b>\$ 265,000</b>	<b>0.00%</b>

### 109 CRA FUND - 2000 CRA

Actual				Budget	
2015-16	2016-17	2017-18	2018-19 Adopted	2019-20 Adopted	% Change
5,225			-	-	0.00%
27,846		195,784	-	-	0.00%
-		64,366	-	-	0.00%
\$ 33,071	\$ -	\$ 260,150	\$ -	\$ -	0.00%
<b>Capital Improvements Program:</b>					
			5018 - Pavement Improvement	-	0.00%
			5607 - Streetscape	-	0.00%
			5499 - Landing Improvements	-	0.00%
			Prior Years Capital Improvement Program	-	0.00%
			<b>Total Capital Improvements Program</b>	\$ -	0.00%
<b>Other Financing Activity:</b>					
164,708			174,335 552-9901 Cost Allocation Reimbursement to General Fund	178,171	2.20%
-			1,024,881 581-9999 Reserved - Undesignated Net Assets	960,398	-6.29%
\$ 164,708	\$ -	\$ -	<b>Total Other Financing Activity</b>	\$ 1,138,569	-5.06%
\$ 1,682,876	\$ 607,643	\$ 1,691,407	\$ 1,893,165	\$ 2,216,134	17.06%
8.00	8.00	8.00	5.00	5.00	0.00%
456,033	456,033	399,340	-	-	0.00%
1,682,875	607,643	1,691,407	1,893,165	2,216,134	17.06%
\$ 2,138,908	\$ 1,063,676	\$ 2,090,747	\$ 1,893,165	\$ 2,216,134	17.06%
\$ (509,991)	\$ 565,241	\$ (325,677)	\$ -	\$ (0)	0.00%
<b>TOTAL EXPENSES</b>				<b>\$ 2,216,134</b>	<b>17.06%</b>
<b>TOTAL FUND EXPENSES</b>				<b>\$ 2,216,134</b>	<b>17.06%</b>
<b>NET REVENUE / (EXPENSE)</b>				<b>\$ (0)</b>	<b>0.00%</b>

## COMMUNITY REDEVELOPMENT AREA (CRA)

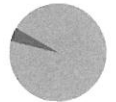
### DESCRIPTION

The Community Redevelopment Area was established in 1980 and expanded in 1999 to address deteriorating conditions and facilitate economic growth and development within the designated area. Funding for infrastructure improvements and redevelopment activities comes from incremental increases in the taxable assessed value of the area.

### MISSION

Rejuvenate the designated area to make it a place where citizens want to live, work, and play.

Share of City Budget  
\$2,216,134,  
4.5%



### CURRENT GOALS, OBJECTIVES, & METRICS (FY20)

#### Attract & Retain Businesses in the Target Area

	Actual				Budget	
	2015-16	2016-17	2017-18	YTD thru 06/30 2018-19	2018-19	2019-20
New Businesses in the CRA	29	20	24	19	30	30
Square Footage of Business Expansions in the CRA	5,915	14,399	237,285	5,031	15,000	15,000
Businesses Approved for Economic Incentive Grants	16	8	0	0	15	0
Value of Economic Incentive Grants Provided to New or Expanding Businesses	\$978,389	\$112,361	\$0	\$0	\$100,000	\$0
Private Investment Leveraged as a Result of Incentive Grants	\$29,474,483	\$7,298,383	\$0	\$0	\$1,000,000	\$0
Grant Applications Approved within Two Weeks	0%	8%	0%	0%	75%	0%

#### Attract & Retain Residents in the Target Area

New Housing Units in the CRA	0	0	3	2	10	10
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- ✓ Begin Phase I of Landing Master Plan for improvements to Fort Walton Landing Park.
- ✓ Create new public parking maps for the downtown district; update signage in CRA, and provide a new downtown "gateway."

### FUTURE GOALS (FY21 & FY22)

- ✓ Develop ways to increase the quantity of and access to public parking in the CRA.
- ✓ Encourage private reinvestment through public improvements in the CRA.
- ✓ Continue multi-modal improvements in the CRA.
- ✓ Continue improvements to Fort Walton Landing Park as outlined in Landing Master Plan.

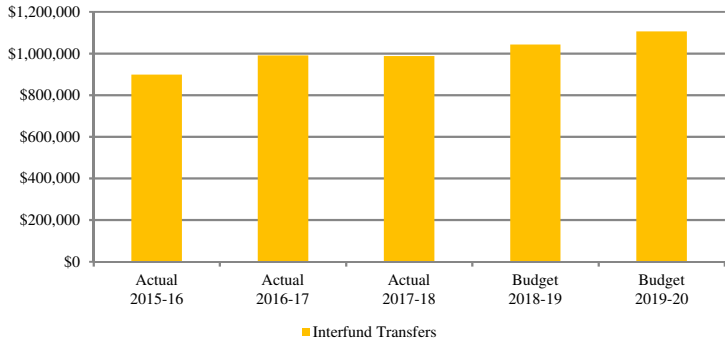
### PRIOR YEAR ACCOMPLISHMENTS (FY19)

- ✓ Completed stormwater and streetscape improvements on Carson Drive SE.
- ✓ Completed CRA Plan update and expansion of CRA boundaries.
- ✓ Continued CRA Grounds Maintenance Contract to ensure that the district is clean and continually maintained.
- ✓ Prepared Downtown Master Plan for 1, 5, & 10 year vision for the future of Downtown.

## Debt Service Fund

The Debt Service Fund encompasses 2.5% of the City's activities and services and accounts for the accumulation of resources for and the payment of general long-term debt principal and interest. Funds are transferred from the General Fund.

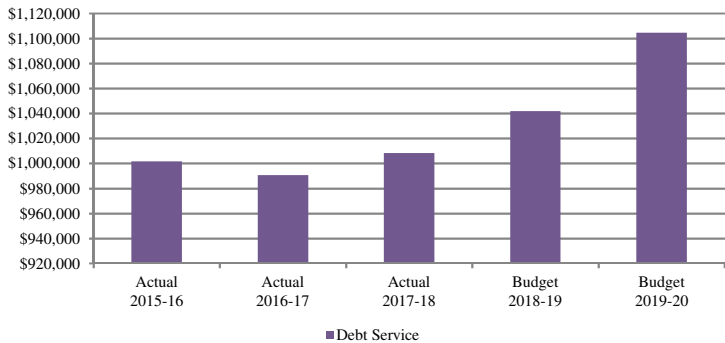
### Revenue Highlights



Budget	\$ Change	% Change
2019-20	62,802	6.0%
1,104,543	62,802	6.0%
\$1,104,543	\$62,802	6.0%

- Transfers from the General Fund cover annual debt payments as required per Generally Accepted Accounting Principles (GAAP) for governmental funds.

### Expenditure Highlights



Budget	\$ Change	% Change
2019-20	62,802	6.0%
1,104,543	62,802	6.0%
\$1,104,543	\$62,802	6.0%

- Debt Issues:
  - 2011A Revenue Note – Fire Ladder Truck (year 9 of 10)
  - 2013 Revenue Note – Municipal Facilities (year 7 of 18)
  - 2013A Bank Loan – Recreation Complex, Fairway Sweeper/Vacuum, Bucket Truck (year 7 of 15)
  - 2015 Interfund Loan – Fire Pumper Truck (year 7 of 10)
  - 2015 Rec Center Fitness Equipment (year 5 of 5)
  - 2018 Revenue Note – Field Office Complex (year 1 of 19)

## 201 DEBT SERVICE FUND

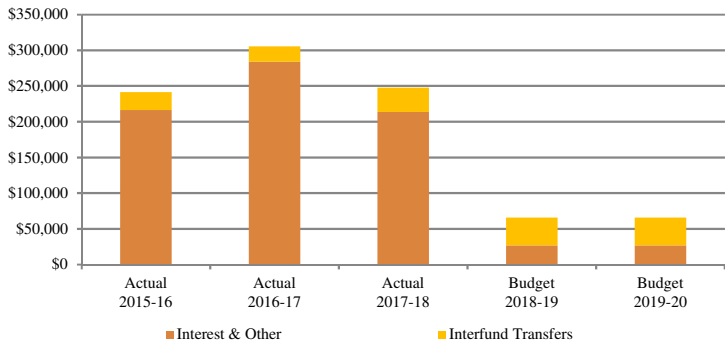
Actual				Budget	
2015-16	2016-17	2017-18	2018-19 Adopted	2019-20 Adopted	% Change
133,204	124,619	124,619	178,193	240,565	35.00%
			1600-381-0100	Transfer from General Fund	
				2011 Cap Imp Rev Note -Ladder Truck- yr 9 of 10	
				2015 Interfund Loan -Fire Pumper- yr 7 of 10	
				2015 Rec Ctr Fitness Equipment-yr 5 of 5	
				2018 Rev Note - Field Offc Complex-yr 1 of 19	
206,628	308,637	305,087	306,022	306,467	0.15%
			1600-381-1301	2013 Revenue Note -Municipal Facilities - yr 7 of 18	
557,475	557,447	557,525	557,525	557,511	0.00%
			1600-381-1302	Transfer from General Fund - 2013A Sinking Fund	
				2013A Bank Loan -Recreation Complex- yr 7 of 15	
				2013A Bank Loan -Fairway Sweep/Vac- yr 7 of 10	
				2013A Bank Loan -Bucket Truck- yr 7 of 10	
<u>\$ 897,306</u>	<u>\$ 990,703</u>	<u>\$ 987,231</u>	<u>\$ 1,041,741</u>	<u>\$ 1,104,543</u>	<u>6.03%</u>
				Total Interfund Transfers	
\$ 897,306	\$ 990,703	\$ 987,231	\$ 1,041,741	\$ 1,104,543	6.03%
				TOTAL TRANSFERS IN	
\$ 897,306	\$ 990,703	\$ 987,231	\$ 1,041,741	\$ 1,104,543	6.03%
\$ 897,306	\$ 990,703	\$ 987,231	\$ 1,041,741	\$ 1,104,543	6.03%
				TOTAL FUND REVENUES	
				\$ 1,104,543	6.03%
				Debt Service:	
673,851	682,230	718,320	767,536	810,235	5.56%
			2100-517-7100	Principal Payments	
				2011 Cap Imp Rev Note -Ladder Truck- yr 9 of 10	
				2013 Revenue Note -Municipal Facilities Police- yr 7 of 18	
				2013 Revenue Note -Municipal Facilities Fire- yr 7 of 18	
				2013 Revenue Note -Municipal Facilities Library- yr 7 of 18	
				2013 Revenue Note -Municipal Facilities General- yr 7 of 18	
				2013A Bank Loan -Recreation Complex- yr 7 of 15	
				2013A Bank Loan -Fairway Sweep/Vac- yr 7 of 10	
				2013A Bank Loan -Bucket Truck- yr 7 of 10	
				2015 Interfund Loan -Fire Pumper- yr 7 of 10	
				2015 Rec Ctr Fitness Equipment-yr 5 of 5	
				2018 Rev Note - Field Offc Complex-yr 1 of 19	
327,748	308,472	290,040	274,204	294,309	7.33%
			2100-517-7200	Interest Expense	
				2011 Cap Imp Rev Note -Ladder Truck- yr 9 of 10	
				2013 Revenue Note -Municipal Facilities Police- yr 7 of 18	
				2013 Revenue Note -Municipal Facilities Fire- yr 7 of 18	
				2013 Revenue Note -Municipal Facilities Library- yr 7 of 18	
				2013 Revenue Note -Municipal Facilities General- yr 7 of 18	
				2013A Bank Loan -Recreation Complex- yr 7 of 15	
				2013A Bank Loan -Fairway Sweep/Vac- yr 7 of 10	
				2013A Bank Loan -Bucket Truck- yr 7 of 10	
				2015 Interfund Loan -Fire Pumper- yr 7 of 10	
				2015 Rec Ctr Fitness Equipment-yr 5 of 5	
				2018 Rev Note - Field Offc Complex-yr 1 of 19	
-	-	-	-	-	0.00%
\$ 1,001,599	\$ 990,703	\$ 1,008,360	\$ 1,041,740	\$ 1,104,543	6.03%
				Total Debt Service	
\$ 1,001,599	\$ 990,703	\$ 1,008,360	\$ 1,041,741	\$ 1,104,543	6.03%
				TOTAL FUND EXPENSES	
\$ 1,001,599	\$ 990,703	\$ 1,008,360	\$ 1,041,741	\$ 1,104,543	6.03%
\$ (104,293)	\$ (302,096)	\$ (21,130)	\$ (233,405)	\$ -	0.00%
				NET REVENUE / (EXPENSE)	



## Beal Memorial Cemetery Fund

The Beal Memorial Cemetery Perpetual Care Fund encompasses 0.22% of the City's activities and services and accounts for a portion of revenues from lot, crypt, and niche sales that are being reserved for perpetual care. Cemetery operations are currently funded in the General Fund, but interest earnings on the reserves will be used for maintaining the cemetery once all spaces have been sold.

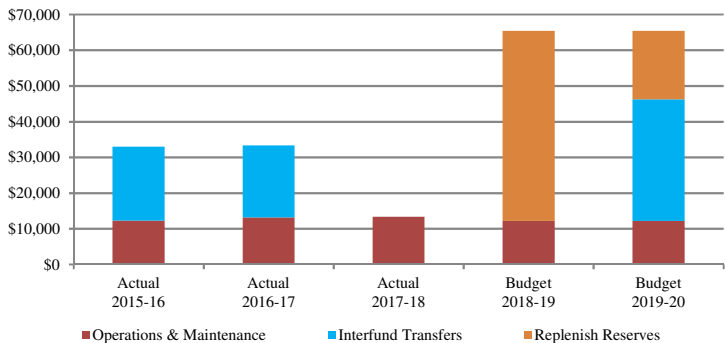
### Revenue Highlights



	Budget 2019-20	\$ Change	% Change
Interest & Other	26,500	0	0.0%
Interfund Transfers In	38,922	0	0.0%
	\$65,422	\$0	0%

- Transfers In reflects the transfer of 20% of cemetery lot sales from the General Fund to fund perpetual care, as established by Ordinance 526.

### Expenditure Highlights

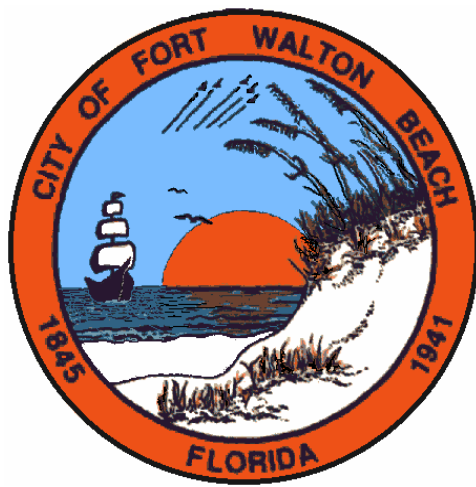


	Budget 2019-20	\$ Change	% Change
Operations & Maintenance	12,200	0	0%
Interfund Transfers	34,000	34,000	100%
Replenish Reserves	19,222	(34,000)	(63.9)%
	\$65,422	\$0	0%

- Operations & maintenance includes the annual investment portfolio management fee.
- The increase in interfund transfers is a result of cemetery maintenance equipment.

# **602 BEAL MEMORIAL CEMETERY CARE FUND**

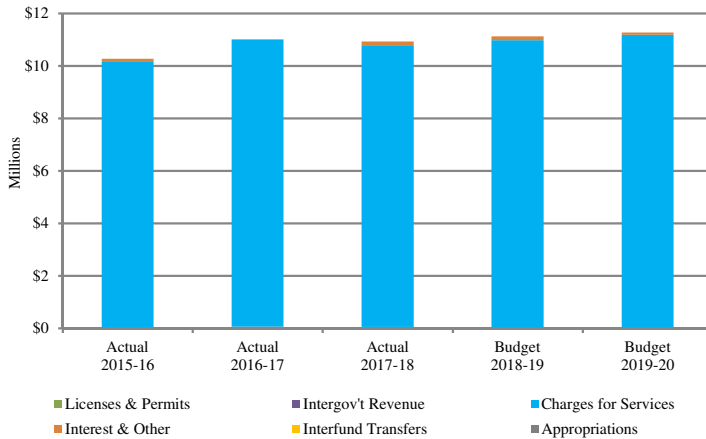
Actual				Budget			
2015-16	2016-17	2017-18	2018-19 Adopted			2019-20 Adopted	% Change
282	54	578	26,500	1500-361-1000	Interest Income	26,500	0.00%
50,320	57,341	66,111	-	1500-361-2000	Dividend Income	-	0.00%
185,299	194,486	89,338	-	1500-361-3000	Unrealized Gain/(Loss)	-	0.00%
(19,529)	31,737	57,503	-	1500-361-4000	Realized Gain/(Loss)	-	0.00%
<b>\$ 216,372</b>	<b>\$ 283,618</b>	<b>\$ 213,529</b>	<b>\$ 26,500</b>		<b>Total Interest Income</b>	<b>\$ 26,500</b>	<b>0.00%</b>
<b>\$ 216,372</b>	<b>\$ 283,618</b>	<b>\$ 213,529</b>	<b>\$ 26,500</b>		<b>TOTAL INTEREST &amp; OTHER REVENUES</b>	<b>\$ 26,500</b>	<b>0.00%</b>
24,668	21,760	34,031	38,922	2200-381-0100	Transfer from General Fund	38,922	0.00%
<b>\$ 24,668</b>	<b>\$ 21,760</b>	<b>\$ 34,031</b>	<b>\$ 38,922</b>		<b>Total Interfund Transfers</b>	<b>\$ 38,922</b>	<b>0.00%</b>
-	-	-	-	1600-389-9100	Appropriation from Fund Balance	-	0.00%
<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>		<b>Total Non-Operating Sources</b>	<b>\$ -</b>	<b>0.00%</b>
<b>\$ 24,668</b>	<b>\$ 21,760</b>	<b>\$ 34,031</b>	<b>\$ 38,922</b>		<b>TOTAL TRANSFERS IN</b>	<b>\$ 38,922</b>	<b>0.00%</b>
<b>\$ 241,040</b>	<b>\$ 305,378</b>	<b>\$ 247,560</b>	<b>\$ 65,422</b>		<b>TOTAL FUND REVENUES</b>	<b>\$ 65,422</b>	<b>0.00%</b>
<b>Operating Expenditures:</b>							
12,268	13,122	13,376	12,200	2200-539-3100	Professional Services	12,200	0.00%
<b>\$ 12,268</b>	<b>\$ 13,122</b>	<b>\$ 13,376</b>	<b>\$ 12,200</b>		<b>Total Operating Expenditures</b>	<b>\$ 12,200</b>	<b>0.00%</b>
<b>Other Financing Activity:</b>							
20,700	20,217	-	-	1600-581-9102	Transfer to General Fund	34,000	100.00%
-	-	-	53,222	1600-581-9920	Reserve for Future Cemetery Perpetual Care	19,222	-63.88%
<b>\$ 20,700</b>	<b>\$ 20,217</b>	<b>\$ -</b>	<b>\$ 53,222</b>		<b>Total Other Financing Activity</b>	<b>\$ 53,222</b>	<b>0.00%</b>
<b>\$ 32,968</b>	<b>\$ 33,339</b>	<b>\$ 13,376</b>	<b>\$ 65,422</b>		<b>TOTAL FUND EXPENSES</b>	<b>\$ 65,422</b>	<b>0.00%</b>
<b>\$ 208,072</b>	<b>\$ 272,039</b>	<b>\$ 234,184</b>	<b>\$ -</b>		<b>NET REVENUE / (EXPENSE)</b>	<b>\$ -</b>	<b>0.00%</b>



## Utilities Fund

The Utilities Fund encompasses 26.7% of the City's activities and services and accounts for water production and distribution and sewer collection and treatment. These activities are financed and operate in a manner similar to a private business – where the intent is that the cost (expenses, including depreciation) of providing the services to the public on a continuing basis be financed and recovered through user charges.

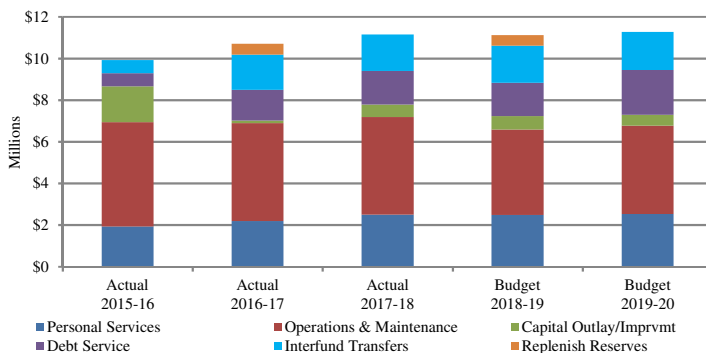
### Revenue Highlights



	Budget 2019-20	\$ Change	% Change
Charges for Services	11,176,267	202,759	1.8%
Interest & Other	88,551	(58,940)	(40.0)%
	\$11,264,818	\$143,819	1.3%

- A new five-year utility rate study is currently in process and will be presented to City Council for approval and implementation in January 2020. The study will determine the required rates to generate sufficient revenue to sustain renewal and replacement reserves and account for debt service requirements.

### Expenditure Highlights



	Budget 2019-20	\$ Change	% Change
Personal Services	2,528,417	44,666	1.8%
Operations & Maintenance	4,240,818	141,116	3.4%
Capital Outlay/Imprvmt	521,329	(118,763)	(18.6)%
Debt Service	2,142,954	535,687	33.3%
Interfund Transfers Out	1,831,300	58,040	3.3%
Replenish Reserves	0	(516,926)	(100.0)%
	\$11,264,818	\$143,819	1.3%

\*Expenses shown on a cash basis, exclusive of reclassifications for the audited financial statements.\*

- The decrease in replenish reserves is due to prior year's accumulation of funds for the construction of a new consolidated field office complex.

# 401 UTILITIES FUND - REVENUES

Actual				Budget			
2015-16	2016-17	2017-18	2018-19 Adopted			2019-20 Adopted	% Change
2,164,659	2,262,172	2,266,875	2,350,903	1310-343-3000	Service Fees - Residential	2,503,806	6.50%
1,366,759	1,409,228	1,407,465	1,419,650	1310-343-3100	Service Fees - Commercial	1,398,616	-1.48%
7,988	17,990	8,433	7,666	1500-343-3600	Connection Fees - Residential	25,144	227.99%
16,588	106,450	38,000	19,720	1500-343-3700	Connection Fees - Commercial	49,767	152.37%
2,560	4	-	25	1500-343-3810	Hydrant Service	25	0.00%
<b>\$ 3,558,553</b>	<b>\$ 3,795,844</b>	<b>\$ 3,720,773</b>	<b>\$ 3,797,964</b>		<b>Total Water Operations</b>	<b>\$ 3,977,358</b>	<b>4.72%</b>
4,357,920	4,619,084	4,652,434	4,811,637	1350-343-5000	Service Fees - Residential	4,661,300	-3.12%
1,952,654	2,049,706	2,075,738	2,093,128	1350-343-5100	Service Fees - Commercial	2,153,395	2.88%
6,900	17,250	9,750	11,500	1500-343-5600	Connection Fees - Residential	37,127	222.84%
6,987	161,624	21,606	9,620	1500-343-5700	Connection Fees - Commercial	152,138	1481.48%
-	38,120	-	-	1500-343-5894	Work Orders	-	0.00%
<b>\$ 6,324,461</b>	<b>\$ 6,885,784</b>	<b>\$ 6,759,529</b>	<b>\$ 6,925,885</b>		<b>Total Sewer Operations</b>	<b>\$ 7,003,959</b>	<b>1.13%</b>
2,517	4,225	3,425	2,837	0520-343-3001	Administrative Fee - Returned Checks	2,837	0.00%
109,908	104,786	101,337	114,650	1310-343-3200	Service Charges	84,650	-26.17%
128,040	130,096	127,132	132,172	1310-343-3300	Penalties	107,463	-18.69%
<b>\$ 240,465</b>	<b>\$ 239,107</b>	<b>\$ 231,894</b>	<b>\$ 249,659</b>		<b>Total Combined Operations</b>	<b>\$ 194,950</b>	<b>-21.91%</b>
<b>\$ 10,123,479</b>	<b>\$ 10,920,735</b>	<b>\$ 10,712,196</b>	<b>\$ 10,973,508</b>		<b>TOTAL CHARGES FOR SERVICES</b>	<b>\$ 11,176,267</b>	<b>1.85%</b>
2,654	5,950	-	-	1310-324-2100	Impact Fees - Water - Residential	-	0.00%
7,191	17,625	-	-	1310-324-2200	Impact Fees - Water - Commercial	-	0.00%
3,867	3,833	-	-	1350-324-2100	Impact Fees - Sewer - Residential	-	0.00%
8,315	20,303	-	-	1350-324-2200	Impact Fees - Sewer - Commercial	-	0.00%
<b>\$ 22,027</b>	<b>\$ 47,711</b>	<b>\$ -</b>	<b>\$ -</b>		<b>Total Licenses &amp; Permits</b>	<b>\$ -</b>	<b>0.00%</b>
<b>\$ 22,027</b>	<b>\$ 47,711</b>	<b>\$ -</b>	<b>\$ -</b>		<b>TOTAL LICENSES &amp; PERMITS</b>	<b>\$ -</b>	<b>0.00%</b>
-	19,752	44,950	-	5421-334-3502	State Grants	-	0.00%
<b>\$ -</b>	<b>\$ 19,752</b>	<b>\$ 44,950</b>	<b>\$ -</b>		<b>Total State Grants</b>	<b>\$ -</b>	<b>0.00%</b>
<b>\$ -</b>	<b>\$ 19,752</b>	<b>\$ 44,950</b>	<b>\$ -</b>		<b>TOTAL INTERGOVERNMENTAL REVENUE</b>	<b>\$ -</b>	<b>0.00%</b>
94,707	587	165,761	125,420	1500-361-1000	Interest Income	66,480	-46.99%
-	-	-	-	1500-361-3000	Unrealized Gain/(Loss)	-	0.00%
-	-	-	-	1500-361-4000	Realized Gain/(Loss)	-	0.00%
<b>\$ 94,707</b>	<b>\$ 587</b>	<b>\$ 165,761</b>	<b>\$ 125,420</b>		<b>Total Interest Income</b>	<b>\$ 66,480</b>	<b>-46.99%</b>
17,898	18,435	18,988	19,571	1500-362-2020	Rental and Lease Income	19,571	0.00%
<b>\$ 17,898</b>	<b>\$ 18,435</b>	<b>\$ 18,988</b>	<b>\$ 19,571</b>		<b>Total Rents and Royalties</b>	<b>\$ 19,571</b>	<b>0.00%</b>
8,312	-	(20,279)	500	1500-364-1000	Sale of Surplus Assets	500	0.00%
3,477	28	9,804	2,000	1500-369-9000	Miscellaneous Revenue	2,000	0.00%
<b>\$ 11,790</b>	<b>\$ 28</b>	<b>\$ (10,475)</b>	<b>\$ 2,500</b>		<b>Total Other Revenues</b>	<b>\$ 2,500</b>	<b>0.00%</b>
<b>\$ 124,395</b>	<b>\$ 19,051</b>	<b>\$ 174,275</b>	<b>\$ 147,491</b>		<b>TOTAL INTEREST &amp; OTHER REVENUES</b>	<b>\$ 88,551</b>	<b>-39.96%</b>
-	-	-	-	1600-382-4300	Transfer from Sanitation Fund	-	0.00%
<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>		<b>Total Interfund Transfers</b>	<b>\$ -</b>	<b>0.00%</b>
-	-	-	-	1600-389-9300	Appropriation from Net Assets	-	0.00%
-	-	-	-	1600-389-9515	Appropriation from Desig. Net Assets (Impact Fees)	-	0.00%
<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>		<b>Total Non-Operating Sources</b>	<b>\$ -</b>	<b>0.00%</b>
<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>		<b>TOTAL TRANSFERS IN</b>	<b>\$ -</b>	<b>0.00%</b>
<b>\$ 10,269,901</b>	<b>\$ 11,007,249</b>	<b>\$ 10,931,421</b>	<b>\$ 11,120,999</b>		<b>TOTAL FUND REVENUES</b>	<b>\$ 11,264,818</b>	<b>1.29%</b>

# **401 UTILITIES FUND - 0520 CUSTOMER SERVICE**

Actual				Budget	
2015-16	2016-17	2017-18	2018-19 Adopted	2019-20 Adopted	% Change
5.50	5.50	5.50	5.50		
146,916	165,231	152,135	159,253		
54	108	-	-		
108	-	-	-		
12,667	-	12,822	14,094		
77	93	92	500		
8,953	9,036	9,275	9,611		
2,094	2,113	2,169	2,248		
8,069	9,529	17,193	15,068		
6,922	7,116	5,498	7,467		
25,187	29,063	24,736	29,073		
273	278	328	330		
<b>\$ 211,322</b>	<b>\$ 222,567</b>	<b>\$ 224,248</b>	<b>\$ 237,642</b>		
				<b>Total Personal Services</b>	
				<b>\$ 260,823</b>	<b>9.75%</b>
<u>Operating Expenditures:</u>					
128,217	133,100	143,039	131,516	132,101	0.44%
17,203	16,744	12,936	14,500	14,500	0.00%
-	-	-	-	-	0.00%
1,336	1,406	1,495	1,422	1,397	-1.76%
53,059	51,491	49,921	58,750	58,750	0.00%
11,891	11,961	11,114	11,961	10,026	-16.18%
2,812	2,332	2,464	2,600	2,600	0.00%
1,269	784	1,328	1,216	1,216	0.00%
499	331	500	600	600	0.00%
2,046	20	-	-	-	0.00%
-	-	-	-	-	0.00%
<b>\$ 218,332</b>	<b>\$ 218,169</b>	<b>\$ 222,797</b>	<b>\$ 222,565</b>	<b>\$ 221,190</b>	<b>-0.62%</b>
				<b>Total Operating Expenditures</b>	
				<b>\$ 221,190</b>	<b>-0.62%</b>
<b>429,654</b>	<b>440,736</b>	<b>447,046</b>	<b>460,207</b>	<b>TOTAL EXPENSES</b>	<b>482,013 4.74%</b>

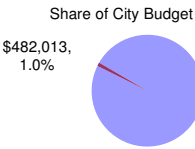
CUSTOMER SERVICE

DESCRIPTION

Customer Service is responsible for invoicing and receiving customer payments, opening and closing utility accounts, resolving customer inquiries, and collecting receivables.

MISSION

Provide superior customer service in the administration of utility accounts and receivables.



CURRENT GOALS, OBJECTIVES, & METRICS (FY20)

Provide Accurate Water Meter Consumption Information

Accounts with Meter Profile Evaluations Performed

Minimize Account Write-Offs

Write-Offs as % of Current Year Billing

	Actual		YTD thru 06/30		Budget	
	2015-16	2016-17	2017-18	2018-19	2018-19	2019-20
Accounts with Meter Profile Evaluations Performed	4.0%	4.0%	4.8%	3.0%	2.0%	3.0%
Write-Offs as % of Current Year Billing	1.00%	1.00%	0.50%	annual measure	<1%	1.0%

- ✓ Convert the credit card payment process for utility customers to Sungard/Selectron. The new process will be more efficient and offer the customer more options for payment methods. This is an ongoing process.

FUTURE GOALS (FY21 & FY22)

- ✓ Revise Customer Service's policies and procedures (ongoing).
- ✓ Look at updating how addresses have been input in Land Management so we can make them match with the USPS addresses.

PRIOR YEAR ACCOMPLISHMENTS (FY19)

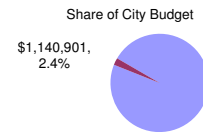
- ✓ Evaluated the credit card payment process for utility customers, and determined the most effective and efficient process will be to recommend contracting with Sungard/Selectron for credit card payment services.

### 403 SANITATION FUND - 1360 SOLID WASTE

Actual				Budget	
2015-16	2016-17	2017-18	2018-19 Adopted	2019-20 Adopted	% Change
<i>19.00</i>	<i>19.00</i>	<i>19.00</i>	<i>19.00</i>		
596,203	641,792	634,036	677,848	534-1200	Regular Salaries
433	271	54	216	534-1201	Service Awards
541	-	-	-	534-1202	Incentive/Merit Pay
10,975	10,126	13,068	11,600	534-1400	Salaries - Overtime
10,027	16,294	12,429	18,000	534-1401	Salaries - Overtime Holiday Worked
34,387	36,991	38,381	37,525	534-2100	FICA Taxes
8,042	8,651	8,976	8,776	534-2101	Medicare
96,184	103,730	168,364	144,628	534-2200	Retirement Contributions
15,563	18,072	17,904	21,582	534-2204	Retirement Contributions - DC Plan
138,912	150,929	140,462	152,333	534-2300	Dental, Life & Health Insurance
36,378	37,900	44,863	44,591	534-2400	Worker's Compensation
<b>\$ 947,644</b>	<b>\$ 1,024,756</b>	<b>\$ 1,078,537</b>	<b>\$ 1,117,099</b>		<b>Total Personal Services</b>
-	-	-	2,500	534-3400	Other Services
2,821	2,932	2,947	2,837	534-4100	Communication Services
5	28	34	135	534-4200	Postage
7,900	9,104	6,583	9,119	534-4300	Utilities
1,636	1,653	1,776	1,858	534-4400	Rentals & Leases
903	961	1,028	1,181	534-4610	Maintenance Contracts
193,984	214,542	283,615	203,000	534-4620	Vehicle Repair
293	265	50	300	534-4630	Equipment Repair
530	382	-	800	534-4640	Building Maintenance
-	504	192	800	534-4645	Heating/Cooling Repairs
772	723	369	1,000	534-4700	Printing & Binding
246	279	192	440	534-5100	Office Supplies
10,066	9,320	7,849	18,000	534-5200	Operating Supplies
91,802	109,031	143,702	118,341	534-5204	Fuel & Oil
2,676	2,184	3,311	2,970	534-5210	Uniform Expense
549,322	560,173	598,642	586,340	534-5219	Landfill Fees - Commercial
458,710	433,374	432,274	481,740	534-5220	Landfill Fees - Residential
241,306	261,560	270,799	264,260	534-5222	Landfill Fees - Yard Waste
31,543	22,136	31,605	31,750	534-5225	Sanitation Containers - Bulk
14,682	14,332	10,005	14,400	534-5226	Sanitation Containers - Residential
682	322	701	-	534-5231	Computer Hardware/Software
330	726	345	800	534-5233	Tools
1,272	2,175	2,158	3,600	534-5234	Safety Supplies/Equipment
-	-	-	-	534-5250	Operating Supplies - Grounds Maintenance
212	212	212	250	534-5400	Books, Dues & Publications
-	-	-	-	534-9905	Capitalized Costs Allocation - Labor
-	-	-	-	534-9906	Capitalized Costs Allocation - Benefits
-	-	-	-	534-9907	Capitalized Costs Allocation - Overhead
<b>\$ 1,611,693</b>	<b>\$ 1,646,918</b>	<b>\$ 1,798,389</b>	<b>\$ 1,746,421</b>		<b>Total Operating Expenditures</b>
2,603	-	-	-	534-6402	Equipment
204,643	255,700	185,749	130,000	534-6404	Trucks
<b>\$ 207,246</b>	<b>\$ 255,700</b>	<b>\$ 185,749</b>	<b>\$ 130,000</b>		<b>Total Capital Outlay</b>
-	-	-	-	534-7100	Principal Payments
-	-	-	-	534-7200	Interest Expense
<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>		<b>Total Debt Service</b>
<b>2,766,583</b>	<b>2,927,374</b>	<b>3,062,674</b>	<b>2,993,520</b>		<b>TOTAL EXPENSES</b>



## UTILITY SERVICES



### DESCRIPTION

Utility Services is responsible for providing quality, safe, and cost effective potable water and sanitary sewer in compliance with all City, State, and Federal codes, policies, and other regulations.

### MISSION

Provide high quality and cost effective services in all facets of water and wastewater operations.

### CURRENT GOALS, OBJECTIVES, & METRICS (FY20)

#### Provide Timely & Responsive Customer Service

Citizen Requests/Complaints Responded to within 2 Business Days  
Locate & Mark Existing Utilities within 48 Hours of Request

	Actual				Budget	
	2015-16	2016-17	2017-18	YTD thru 06/30 2018-19	2018-19	2019-20
Citizen Requests/Complaints Responded to within 2 Business Days	100%	100%	100%	100%	99%	99%
Locate & Mark Existing Utilities within 48 Hours of Request	99%	99%	99%	97%	100%	100%

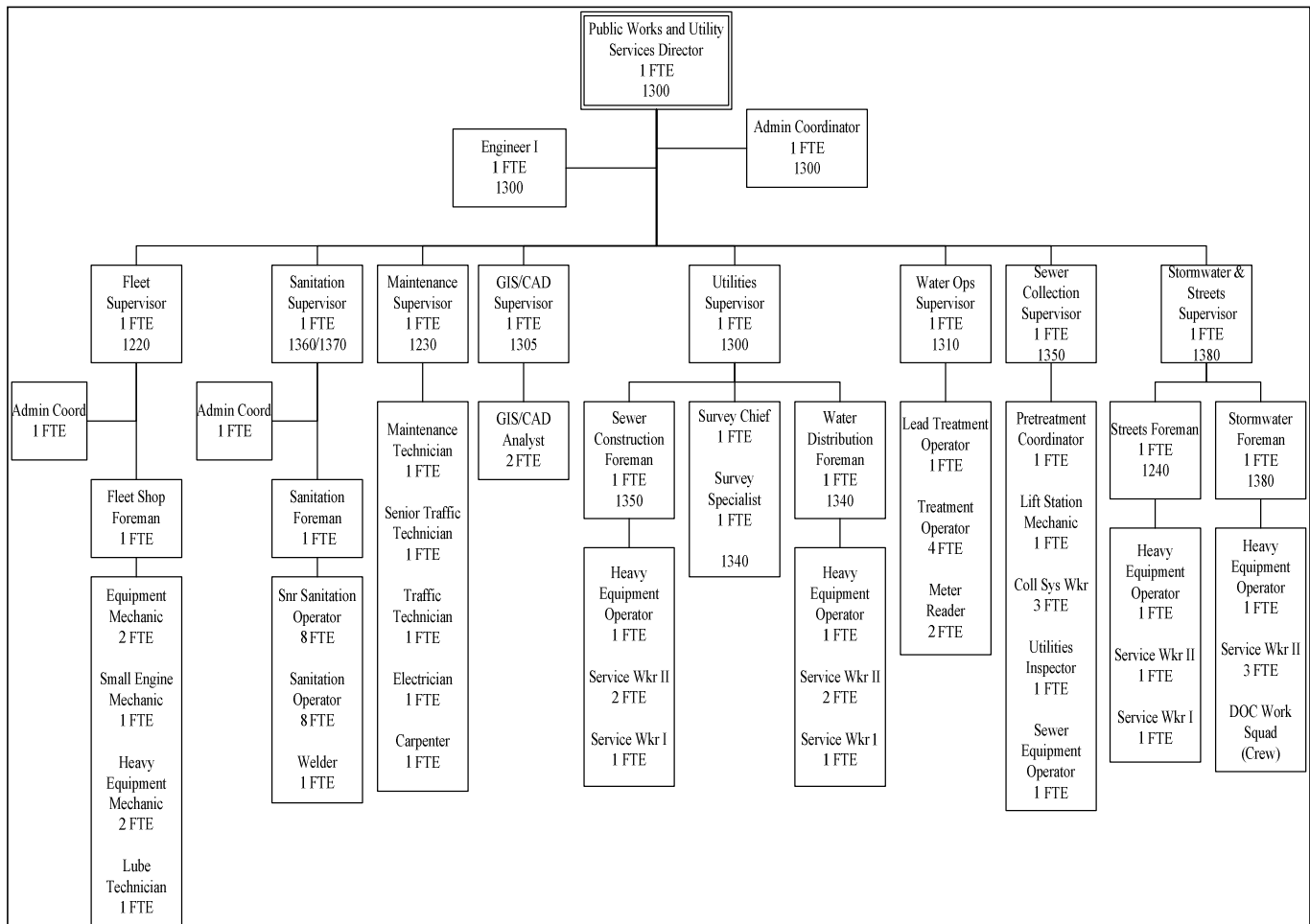
- ✓ Complete construction of utility and infrastructure projects on schedule and within budget.
- ✓ Minimize damage of existing utility infrastructure by providing accurate and timely line locates for City utilities.
- ✓ Construct new City Field Office Complex.

### FUTURE GOALS (FY21 & FY22)

- ✓ Implement a in-house training program to increase the knowledge base and safety awareness of the employees through workshops for field employees and supervisors.
- ✓ Develop and maintain computer hydraulic models of water, sewer, and stormwater systems to assist in identifying and prioritizing CIP projects.
- ✓ Consolidate City Utility Services Department to new Field Office Complex.

### PRIOR YEAR ACCOMPLISHMENTS (FY18)

- ✓ Completed all line spot tickets within the required time frame.
- ✓ Provided construction stakeout and inspection services for every City construction project.
- ✓ Completed design of new City Field Office Complex.



# **401 UTILITIES FUND - 1305 GIS**

Actual				Budget	
2015-16	2016-17	2017-18	2018-19 Adopted	2019-20 Adopted	% Change
				<b>Personal Services:</b>	
				<i>Number of Funded Employees (FTE's)</i>	
		3.00	3.00	3.00	
-	-	124,399	132,424	536-1200 Regular Salaries	135,842 2.58%
-	-	7,392	7,846	536-2100 FICA Taxes	8,185 4.32%
-	-	1,729	1,835	536-2101 Medicare	1,914 4.31%
-	-	35,664	30,977	536-2200 Retirement Contributions	22,529 -27.27%
-	-	3,165	4,651	536-2204 Retirement Contributions - DC Plan	4,771 2.58%
-	-	11,418	13,041	536-2300 Dental, Life & Health Insurance	7,088 -45.65%
-	-	440	892	536-2400 Worker's Compensation	258 -71.10%
<b>\$ -</b>	<b>\$ -</b>	<b>\$ 184,207</b>	<b>\$ 191,665</b>	<b>Total Personal Services</b>	<b>\$ 180,586 -5.78%</b>
				<b>Operating Expenditures:</b>	
-	-	31,354	41,023	536-3100 Professional Services	38,517 -6.11%
-	-	22	-	536-4000 Travel and Per Diem	1,900 100.00%
-	-	500	1,858	536-4100 Communication Services	1,724 -7.20%
-	-	-	50	536-4200 Postage	50 0.00%
-	-	-	1,000	536-4300 Utilities	1,000 0.00%
-	-	1,422	1,536	536-4400 Rentals & Leases	- -100.00%
-	-	1,800	3,400	536-4610 Maintenance Contracts	2,700 -20.59%
-	-	1,389	500	536-4620 Vehicle Repair	500 0.00%
-	-	-	900	536-4630 Equipment Repair	900 0.00%
-	-	1,039	3,275	536-5100 Office Supplies	3,200 -2.29%
-	-	1,559	1,000	536-5200 Operating Supplies	1,000 0.00%
-	-	200	411	536-5204 Fuel & Oil	441 7.30%
-	-	205	300	536-5210 Uniform Expense	300 0.00%
-	-	629	-	536-5231 Computer Hardware/Software	- 0.00%
-	-	179	200	533-5234 Safety Supplies/Equipment	260 30.00%
-	-	10,620	10,600	536-5500 Training	12,960 22.26%
-	-	(262)	-	533-9905 Capitalized Costs Allocation - Labor	- 0.00%
-	-	(119)	-	533-9906 Capitalized Costs Allocation - Benefits	- 0.00%
-	-	(62)	-	533-9907 Capitalized Costs Allocation - Overhead	- 0.00%
-	-	-	-	<b>Non-Operating</b>	
-	-	-	-	536-8200 Grants & Aids	- 0.00%
<b>\$ -</b>	<b>\$ -</b>	<b>\$ 50,475</b>	<b>\$ 66,053</b>	<b>Total Operating Expenditures</b>	<b>\$ 65,452 -0.91%</b>
				<b>Capital Outlay:</b>	
-	-	5,025	20,995	536-6402 Equipment	- -100.00%
-	-	-	1,750	536-6420 Computer Hardware/Software	- -100.00%
<b>\$ -</b>	<b>\$ -</b>	<b>\$ 5,025</b>	<b>\$ 22,745</b>	<b>Total Capital Outlay</b>	<b>\$ - -100.00%</b>
				<b>Capital Improvements Program:</b>	
-	-	-	-	<b>Total Capital Improvements Program</b>	<b>\$ - 0.00%</b>
<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>		
<b>\$ -</b>	<b>\$ -</b>	<b>\$ 239,706</b>	<b>\$ 280,463</b>	<b>TOTAL EXPENSES</b>	<b>\$ 246,039 -12.27%</b>

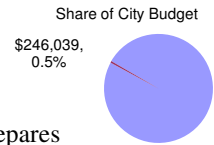
## GIS

### DESCRIPTION

GIS maintains an accurate and complete spatial geodatabase of City assets using a Geographic Information System (GIS); provides detailed drafting and design drawing packages for sidewalk, water, sewer, stormwater, and reuse projects; and prepares maps for internal use, annexation, Comprehensive Plan amendments and newspaper ads.

### MISSION

Provide high quality, timely, and cost effective drafting, data analysis, mapping, and web application services.



### CURRENT GOALS, OBJECTIVES, & METRICS (FY20)

#### Maintain and Further Develop GIS System to Track & Monitor City Assets

	Actual		YTD thru 06/30		Budget	
	2015-16	2016-17	2017-18	2018-19	2018-19	2019-20
Street Data Accurately Entered in GIS - Changes and additions implemented	N/A	N/A	100%	60%	100%	100%
Water Features Accurately Entered in GIS - Changes and additions implemented	N/A	N/A	100%	85%	100%	100%
Sanitary Sewer Features Accurately Entered in GIS - Changes and additions implemented	N/A	N/A	100%	95%	100%	100%
Stormwater Features Accurately Entered in GIS - Changes and additions implemented	N/A	N/A	100%	60%	100%	100%

- ✓ Maintain and keep an extensive GIS geodatabase with information from as-builts and utility work orders.
- ✓ Continue to develop and expand the GIS Web Applications for public use via the internet and for employee use via the intranet.
- ✓ Create construction plans for street, sidewalk, water, sewer and stormwater projects on time, as requested by the City Engineer. Create other drawings as needed by other Departments of the City.
- ✓ Perform extensive street light survey every six (6) months in order to keep an accurate database.
- ✓ Review site plans and building permits as required for developments within the City.

### FUTURE GOALS (FY21 & FY22)

- ✓ Continue mapping City infrastructure in GIS with a strong emphasis on disaster preparedness and recovery and performing duties more efficiently. Conduct annual disaster recovery exercise.
- ✓ Continue to expand the use of GIS users internally and externally.
- ✓ Complete 100% of the quality control check of the water and sewer systems GIS data.
- ✓ Convert hand drawn Water and Sewer references to digital AutoCAD drawings.

### PRIOR YEAR ACCOMPLISHMENTS (FY19)

- ✓ Kept the GIS database for the City's water and sewer infrastructure up to date. Performed disaster preparedness exercise.
- ✓ Continued to improve and add available data to the GIS Web Map Application for all City employees on the City intranet.
- ✓ Completed 70% of the quality control check of the water and sewer systems GIS data.
- ✓ Completed a new Am I in the City web application to determine whether a property lies inside or outside of the City Limits of the City of Fort Walton Beach.

# **401 UTILITIES FUND - 1310 WATER OPERATIONS**

Actual				Budget	
2015-16	2016-17	2017-18	2018-19 Adopted	2019-20 Adopted	% Change
<b>Personal Services:</b>					
<i>9.00</i>	<i>9.00</i>	<i>9.00</i>	<i>8.00</i>	<i>8.00</i>	
<i>Number of Funded Employees (FTE's)</i>					
281,385	285,380	263,441	283,307	287,959	1.64%
108	108	162	-	-	0.00%
-	600	500	-	-	0.00%
2,370	2,832	6,402	12,500	12,500	0.00%
1,965	2,005	1,286	1,850	1,850	0.00%
17,038	16,664	15,722	15,947	15,504	-2.78%
3,985	3,897	3,677	3,729	3,626	-2.77%
59,107	54,923	67,144	57,832	22,529	-61.04%
5,992	7,763	8,220	7,990	12,140	51.94%
33,940	44,326	32,636	55,377	68,238	23.22%
8,102	8,131	11,591	11,786	13,426	13.91%
<b>\$ 413,990</b>	<b>\$ 426,629</b>	<b>\$ 410,781</b>	<b>\$ 450,318</b>	<b>\$ 437,772</b>	<b>-2.79%</b>
<b>Total Personal Services</b>					
<b>Operating Expenditures:</b>					
33,155	26,481	12,485	26,750	34,520	29.05%
-	-	-	100	100	0.00%
1,139	239	612	500	2,030	306.00%
2,409	2,428	2,724	4,466	4,642	3.94%
193,096	173,278	188,729	173,278	188,729	8.92%
7,778	7,729	7,956	7,450	7,544	1.26%
3,601	5,513	3,076	5,000	5,000	0.00%
2,307	1,395	806	1,100	1,100	0.00%
287	588	208	800	800	0.00%
-	-	-	500	-	-100.00%
406,442	99,087	53,723	270,000	231,699	-14.19%
120	-	-	950	950	0.00%
27,382	27,771	28,252	21,431	25,755	20.18%
9,831	10,848	11,953	10,848	10,178	-6.18%
929	556	718	1,080	1,080	0.00%
-	-	1,622	-	1,680	100.00%
974	376	1,990	1,000	2,000	100.00%
430	1,363	737	1,600	1,840	15.00%
6,560	7,100	6,860	6,135	6,285	2.44%
3,665	1,963	2,455	4,300	4,300	0.00%
<b>\$ 700,104</b>	<b>\$ 366,715</b>	<b>\$ 324,906</b>	<b>\$ 537,288</b>	<b>\$ 530,232</b>	<b>-1.31%</b>
<b>Total Operating Expenditures</b>					
<b>Capital Outlay:</b>					
19,850	-	-	30,000	20,000	-33.33%
-	1,705	-	-	9,500	100.00%
20,753	-	-	25,364	-	-100.00%
1,033	-	-	-	-	0.00%
<b>\$ 41,636</b>	<b>\$ 1,705</b>	<b>\$ -</b>	<b>\$ 55,364</b>	<b>\$ 29,500</b>	<b>-46.72%</b>
<b>Total Capital Outlay</b>					
<b>Capital Improvements Program:</b>					
-	-	2,940	-	-	0.00%
<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,940</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0.00%</b>
<b>Total Capital Improvements Program</b>					
<b>Debt Service</b>					
-	71,673	-	73,786	78,189	5.97%
56,525	45,220	42,588	43,127	38,757	-10.13%
<b>\$ 56,525</b>	<b>\$ 116,893</b>	<b>\$ 42,588</b>	<b>\$ 116,913</b>	<b>\$ 116,947</b>	<b>0.03%</b>
<b>Total Debt Service</b>					
<b>\$ 1,212,256</b>	<b>\$ 911,942</b>	<b>\$ 781,216</b>	<b>\$ 1,159,883</b>	<b>\$ 1,114,450</b>	<b>-3.92%</b>
<b>TOTAL EXPENSES</b>					

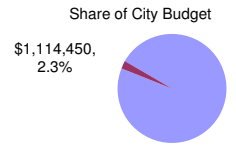
# WATER OPERATIONS

## DESCRIPTION

Water Operations maintains nine potable water wells, five elevated water storage tanks, and three ground water storage tanks. Responsible for ensuring drinking water meets strict State and Federal regulations, pressure and storage are sufficient to meet domestic and firefighting needs, and water meters are accurately read.

## MISSION

Produce drinking water that is safe and free from objectionable color, taste, and odor.



## CURRENT GOALS, OBJECTIVES, & METRICS (FY20)

### Provide High Quality Drinking Water to the Public

Samples Exceeding Federal/State Maximum Contaminant Levels

### Minimize Unbilled Water Loss

Metered Revenue Consumption as % of Water Production

	Actual		YTD thru 06/30		Budget	
	2015-16	2016-17	2017-18	2018-19	2018-19	2019-20
Samples Exceeding Federal/State Maximum Contaminant Levels	0	0	0	0	0	0
Metered Revenue Consumption as % of Water Production	85.1%	84.8%	79.2%	78.2%	85.0%	85.0%

- ✓ Meet all Federal and State Water Quality Testing requirements by having zero water samples exceeding the MCLs.
- ✓ Continue to operate water system wells within NWFWD permitted pumping limits in order to maintain quality and integrity of Floridian Aquifer.
- ✓ Achieve and maintain less than a 10% unaccounted for water loss within a 12-month period.
- ✓ Maintain an aggressive Water Tank Asset Management Program.
- ✓ Continue to upgrade Hyper-tac controls for all City potable wells.
- ✓ Update and implement changes to Cross-Connection Control Program.
- ✓ Clean and paint exterior of Hughes Street Ground Storage Tank.
- ✓ Convert outdated aerator at Well 2 with a forced draft system.

## FUTURE GOALS (FY21 & FY22)

- ✓ Convert outdated aerator at Well 11 with a forced draft system.
- ✓ Install City owned bacteriological sampling points throughout distribution system.
- ✓ Upgrade Well 3 by replacing the underground ductile iron piping.
- ✓ Explore and develop strategy to convert all water wells to solar energy power supply.

## PRIOR YEAR ACCOMPLISHMENTS (FY19)

- ✓ Met all Federal and State Water Quality Testing requirements.
- ✓ Continued to operate water system wells within NWFWD permitted pumping limits in order to maintain quality and integrity of Floridian Aquifer.
- ✓ Achieved and maintained less than a 10% unaccounted for water loss within a 12-month period.
- ✓ Routinely updated Standard Operating Procedures.
- ✓ Repaired, cleaned, and painted Elevated Tank on Anchors Street.
- ✓ Cleaned, repaired, disinfected, and painted Wright Parkway Ground Storage Tank.
- ✓ Successfully maintained an aggressive Water Tank Asset Management Program.
- ✓ Replaced screens and sealed access hatches on ground storage tanks on Hill Avenue and Hughes Street.

# **401 UTILITIES FUND - 1340 WATER DISTRIBUTION**

Actual				Budget	
2015-16	2016-17	2017-18	2018-19 Adopted	2019-20 Adopted	% Change
<b>Personal Services:</b>					
5.00	5.00	5.00	5.00	5.00	
134,946	147,307	118,835	163,788	168,904	3.12%
108	-	-	108	-	-100.00%
20,603	20,088	24,402	22,100	22,100	0.00%
601	1,098	530	700	1,350	92.86%
9,299	9,968	8,415	9,567	9,998	4.51%
2,175	2,331	1,968	2,237	2,338	4.52%
37,051	44,289	76,537	58,459	67,588	15.62%
934	1,259	(26)	2,716	2,723	0.26%
17,832	22,023	20,616	42,067	52,708	25.30%
9,540	10,877	12,150	13,625	16,072	17.96%
<b>\$ 233,089</b>	<b>\$ 259,240</b>	<b>\$ 263,427</b>	<b>\$ 315,367</b>	<b>\$ 343,781</b>	<b>9.01%</b>
<b>Operating Expenditures:</b>					
238	79	-	590	590	0.00%
4,661	1,210	8,297	4,500	4,500	0.00%
165	-	-	-	-	0.00%
1,086	1,095	1,241	1,116	1,708	53.05%
1,533	1,401	1,342	1,401	1,342	-4.21%
5,642	2,870	3,168	4,750	4,500	-5.26%
7,390	10,127	3,798	6,250	6,000	-4.00%
39,928	52,910	44,030	40,000	42,500	6.25%
-	2,434	(443)	-	-	0.00%
2,737	2,639	3,743	2,315	2,315	0.00%
7,570	9,409	10,570	9,409	7,270	-22.73%
860	761	268	675	675	0.00%
407	823	1,640	2,100	3,305	57.38%
1,418	1,578	1,239	1,800	1,950	8.33%
4,372	5,189	4,414	5,000	4,886	-2.28%
-	50	-	250	250	0.00%
421	635	6	1,200	1,200	0.00%
(19,956)	-	(18,458)	-	-	0.00%
(9,705)	-	(13,632)	-	-	0.00%
(2,937)	-	(4,028)	-	-	0.00%
<b>\$ 45,831</b>	<b>\$ 93,210</b>	<b>\$ 47,195</b>	<b>\$ 81,356</b>	<b>\$ 82,991</b>	<b>2.01%</b>
<b>Capital Outlay:</b>					
-	36,316	3,558	54,313	92,309	69.96%
-	35,017	-	52,242	-	-100.00%
<b>\$ -</b>	<b>\$ 71,333</b>	<b>\$ 3,558</b>	<b>\$ 106,555</b>	<b>\$ 92,309</b>	<b>-13.37%</b>
<b>Capital Improvements Program:</b>					
159,326	17,666	129,365	42,000	-	-100.00%
<b>\$ 159,326</b>	<b>\$ 17,666</b>	<b>\$ 129,365</b>	<b>\$ 42,000</b>	<b>\$ -</b>	<b>-100.00%</b>
<b>Debt Service</b>					
-	110,541	-	113,800	120,591	5.97%
86,498	69,743	65,684	66,515	59,774	-10.13%
<b>\$ 86,498</b>	<b>\$ 180,284</b>	<b>\$ 65,684</b>	<b>\$ 180,315</b>	<b>\$ 180,365</b>	<b>0.03%</b>
<b>\$ 524,743</b>	<b>\$ 621,733</b>	<b>\$ 509,229</b>	<b>\$ 725,594</b>	<b>\$ 699,446</b>	<b>-3.60%</b>

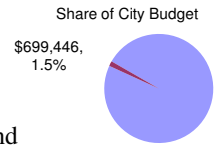
# WATER DISTRIBUTION

## DESCRIPTION

Water Distribution maintains water mains, service lines, valves, meters, and fire hydrants. Responsible for replacement of undersized water mains, installation of new fire hydrants and water meters, making service taps for new construction, and extending water mains as needed.

## MISSION

Ensure delivery of potable water and adequate water pressure to all residents.



## CURRENT GOALS, OBJECTIVES, & METRICS (FY20)

	Actual				YTD thru 06/30		Budget	
	2015-16	2016-17	2017-18	2018-19			2018-19	2019-20
<b>Replace Substandard Water Mains</b>								
Linear Feet of Water Main to be Replaced	1900	3140	2060	900			860	860
<b>Ensure Capital Projects are Completed On-Time &amp; Within Budget</b>								
Capital Projects Completed On-Time	100%	100%	100%	annual measure			100%	100%
Capital Projects Completed Within Budget	100%	100%	100%	annual measure			100%	100%

- ✓ Exercise water valves throughout the City.
- ✓ Replace water lines as specified in the Capital Improvement Program (CIP) on-time and within budget.
- ✓ Provide new service to customers throughout the City.

## FUTURE GOALS (FY21 & FY22)

- ✓ Maintain a new 5-year replacement program for water mains throughout the City's service area.
- ✓ Respond to all water outage reports within one hour of initial notification.
- ✓ Coordinate with the Fire Department to ensure fire protection standards are exceeded throughout the City via increased water main sizes, installation of additional fire hydrants, and "looping" of the distribution system.

## PRIOR YEAR ACCOMPLISHMENTS (FY19)

- ✓ Replaced water main on Bradley Drive NE from Beachview Drive NE to Marshall Drive NE.
- ✓ Replaced water main on Holmes Boulevard NW from Beal Parkway NW to Alabama Avenue NW.
- ✓ Replaced 2" water main on Higdon court NW from west property line of #12 TO end of Cul-De-Sac.
- ✓ Replaced 2" water main on Windemere Court NW from west property line OF #13 TO end of Cul-De-Sac.

# 401 UTILITIES FUND - 1350 SEWER COLLECTION & TREATMENT

Actual				Budget	
2015-16	2016-17	2017-18	2018-19 Adopted	2019-20 Adopted	% Change
<b>13.00</b>	<b>13.00</b>	<b>13.00</b>	<b>13.00</b>		
409,621	400,799	416,385	475,055		
325	-	271	-		
23,513	22,277	23,348	30,000		
1,413	1,443	1,307	2,000		
24,687	24,211	25,365	27,269		
5,773	5,662	5,932	6,377		
72,984	80,265	144,591	123,761		
7,922	9,536	6,802	9,131		
72,387	68,646	69,388	105,977		
9,925	9,638	14,289	15,965		
<b>\$ 628,551</b>	<b>\$ 622,477</b>	<b>\$ 707,678</b>	<b>\$ 795,536</b>		
				<b>Personal Services:</b>	
				<b>Number of Funded Employees (FTE's)</b>	
				<b>13.00</b>	
535-1200	Regular Salaries	488,841	2.90%		
535-1201	Service Awards	379	100.00%		
535-1400	Salaries - Overtime	30,000	0.00%		
535-1401	Salaries - Overtime Holiday Worked	2,000	0.00%		
535-2100	FICA Taxes	28,322	3.86%		
535-2101	Medicare	6,623	3.87%		
535-2200	Retirement Contributions	112,647	-8.98%		
535-2204	Retirement Contributions - DC Plan	11,317	23.94%		
535-2300	Dental, Life & Health Insurance	103,960	-1.90%		
535-2400	Worker's Compensation	15,280	-4.29%		
				<b>\$ 799,370</b>	<b>0.48%</b>
				<b>Total Personal Services</b>	
				<b>Operating Expenditures:</b>	
535-3100	Professional Services	7,150	0.00%		
535-3102	Employee Physicals & Immunizations	590	0.00%		
535-3400	Other Services	2,739,505	3.00%		
535-4000	Travel and Per Diem	3,050	100.00%		
535-4100	Communication Services	6,315	3.95%		
535-4300	Utilities	169,839	-0.43%		
535-4400	Rentals & Leases	12,000	0.00%		
535-4610	Maintenance Contracts	36,045	1.12%		
535-4620	Vehicle Repair	18,000	0.00%		
535-4630	Equipment Repair	8,000	0.00%		
535-4640	Building Maintenance	400	0.00%		
535-4645	Heating/Cooling Repairs	-	0.00%		
535-4680	Plant & System Repair	56,400	-6.31%		
535-4685	Utility Reloc - Non City	-	0.00%		
535-4700	Printing & Binding	150	0.00%		
535-5200	Operating Supplies	24,190	5.45%		
535-5204	Fuel & Oil	17,615	-20.37%		
535-5210	Uniform Expense	1,755	0.00%		
535-5231	Computer Hardware/Software	-	0.00%		
535-5233	Tools	2,955	68.86%		
535-5234	Safety Supplies/Equipment	4,090	10.54%		
535-5263	Operating Supplies	-	0.00%		
535-5300	Road Materials & Supplies	4,000	0.00%		
535-5400	Dues & Publications	255	0.00%		
535-5500	Training	5,735	264.13%		
535-9905	Capitalized Costs Allocation - Labor	-	0.00%		
535-9906	Capitalized Costs Allocation - Benefits	-	0.00%		
535-9907	Capitalized Costs Allocation - Overhead	-	0.00%		
				<b>\$ 3,118,039</b>	<b>2.68%</b>
				<b>Total Operating Expenditures</b>	
				<b>Capital Outlay:</b>	
535-6300	Improvements Other Than Buildings	-	0.00%		
535-6402	Equipment	14,000	180.00%		
535-6404	Trucks	186,000	-54.18%		
535-6420	Computer Hardware/Software	-	0.00%		
				<b>\$ 200,000</b>	<b>-51.33%</b>
				<b>Total Capital Outlay</b>	
				<b>Capital Improvements Program:</b>	
5032	Sewer System Grouting & Lining	30,000	100.00%		
5031	Refer to CIP for Specific Locations				
5031	Pump Station Rehabilitation	165,000	100.00%		



# **401 UTILITIES FUND - 1350 SEWER COLLECTION & TREATMENT**

Actual				Budget	
2015-16	2016-17	2017-18	2018-19 Adopted	2019-20 Adopted	% Change
283,681		492,017	-	-	0.00%
18,502		39,832		-	0.00%
-	5,100	-	-	-	0.00%
<b>\$ 1,294,957</b>	<b>\$ 9,593</b>	<b>\$ 551,530</b>	<b>\$ -</b>	<b>\$ 195,000</b>	<b>100.00%</b>
				<b>Total Capital Improvements Program</b>	
				<b>\$ 195,000</b>	<b>100.00%</b>
<b>Debt Service</b>					
-	892,829	-	912,210	590-7100 Principal Payments	952,260 4.39%
				SRF PS & FS Year 6 of 20	
				2015 Utility System Revenue Note Year 5 of 18	
493,175			397,829	591-7200 Interest Expense	357,881 -10.04%
				SRF PS & FS Year 6 of 20	
				2015 Utility System Revenue Note Year 5 of 18	
-	-	-	-	590-7310 Amortization Issuance	- 0.00%
-	417,145	5,613	-	590-7320 Amortization Discount - Interest Expense	- 0.00%
5,613	5,613	394,523	-	591-7200 Amortization Discount - Debt Expense	- 0.00%
<b>\$ 498,788</b>	<b>\$ 1,315,587</b>	<b>\$ 400,136</b>	<b>\$ 1,310,039</b>	<b>Total Debt Service</b>	<b>\$ 1,310,141 0.01%</b>
<b>\$ 5,921,109</b>	<b>\$ 5,092,506</b>	<b>\$ 4,641,382</b>	<b>\$ 5,553,234</b>	<b>TOTAL EXPENSES</b>	<b>\$ 5,622,551 1.25%</b>

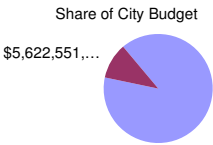
SEWER COLLECTION & TREATMENT

DESCRIPTION

Sewer Collection maintains gravity sewer lines, lift stations, and pump stations. Responsible for inspecting the sewer system with closed circuit television equipment, repairing any identified leaks, and repairing or replacing sewer mains and laterals as needed.

MISSION

Collect and dispose of wastewater in an environmentally sound manner.



CURRENT GOALS, OBJECTIVES, & METRICS (FY20)

Ensure Sewer Collection System is in Good Working Order

- Linear Feet of Sewer Main Inspected
- Sewer System Inspected

Ensure Capital Projects are Completed On-Time & Within Budget

- Capital Projects Completed On-Time
- Capital Projects Completed Within Budget

Actual		YTD thru 06/30		Budget	
2015-16	2016-17	2017-18	2018-19	2018-19	2019-20
17,713	22,697	31,497	19,336	25,000	25,000
2.6%	3.3%	4.6%	2.8%		
100%	100%	100%	annual measure	100%	100%
100%	100%	100%	annual measure	100%	100%

- ✓ Continue to reduce inflow and infiltration in City Sewer System through flow monitoring, lateral replacement, lining, and manhole rehab.
- ✓ Replace and relocate Marine Pump Out Station at the Fort Walton Landing.
- ✓ Adopt a new grease trap ordinance.
- ✓ Fully automate controls at City Pump Station No. 1.

FUTURE GOALS (FY21 & FY22)

- ✓ Perform closed circuit television inspections of the entire sanitary sewer collection system to prioritize future projects and to identify sources of ground water infiltration.
- ✓ Install guide rail systems and safety hatches at all lift stations for easier access and reduction of confined space entries.
- ✓ Install stainless steel inflow protectors in sewer manholes located in flood-prone areas and require the inflow protectors in all new manholes.
- ✓ Continue an in-house flow monitoring program of the City's collection system basins to evaluate the capacity of the system.
- ✓ Grout stub-out on sewer mains that have been lined in place.
- ✓ Relocate and upgrade Lift Station 2.

PRIOR YEAR ACCOMPLISHMENTS (FY19)

- ✓ Reduced inflow and infiltration through flow monitoring, lateral replacement, lining and manhole rehab.
- ✓ Replace Vehicle 2429 Vac Truck.
- ✓ Relocate Data Flow Telemetry System central site to Fire Station 7.

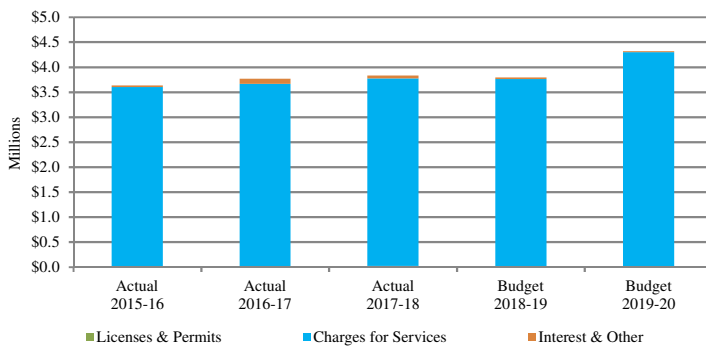
# **401 UTILITIES FUND - 1500 NON-DEPARTMENTAL**

Actual				Budget	
2015-16	2016-17	2017-18	2018-19 Adopted	2019-20 Adopted	% Change
				<b>Personal Services:</b>	
50,770	3,026	4,376	10,000	536-1216 Final Leave Pay	10,000 0.00%
(4,466)	-	8,035	-	536-1250 Compensated Absences	- 0.00%
(342)	-	614	-	536-2150 FICA - Compensated Absences	- 0.00%
(88,540)	-	-	-	533-2299 Actuarial Pension Expense	- 0.00%
<b>\$ (42,578)</b>	<b>\$ 3,026</b>	<b>\$ 13,025</b>	<b>\$ 10,000</b>	<b>Total Personal Services</b>	<b>\$ 10,000 0.00%</b>
				<b>Operating Expenditures:</b>	
7,958	7,733	8,214	-	536-3100 Professional Services	- 0.00%
-	-	50	950	536-4911 Holiday Gift Certificates	950 0.00%
37,557	-	26,887	-	536-4924 Bad Debt Expense	- 0.00%
-	-	-	111,210	536-4995 Contingencies - 1% of Revenues	112,648 1.29%
9,338	-	8,558	-	536-4999 Amortization Expense	- 0.00%
1,915,116	1,955,576	1,878,755	-	536-5900 Depreciation	- 0.00%
16,794	-	16,794	-	536-5910 Depreciation on Contributed Capital	- 0.00%
				<b>Non-Operating</b>	
44,732	-	-	-	590-9502 OPEB Obligation	- 0.00%
<b>\$ 2,031,495</b>	<b>\$ 1,963,309</b>	<b>\$ 1,939,258</b>	<b>\$ 112,160</b>	<b>Total Operating Expenditures</b>	<b>\$ 113,598 1.28%</b>
				<b>Capital Outlay</b>	
1,200	-	-	2,465	536-6420 Computer Hardware/Software	4,520 83.37%
<b>\$ 1,200</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,465</b>	<b>Total Capital Outlay</b>	<b>\$ 4,520 83.37%</b>
				<b>Other Financing Activity</b>	
1,041,639	1,063,612	1,526,252	1,130,539	536-9901 Cost Allocation Reimbursement to General Fund	1,155,411 2.20%
619,771	618,208	642,721	642,721	581-9102 6% Franchise/Right-of-Way Access Fee	675,889 5.16%
-	-	-	516,926	581-9999 Reserved - Undesignated Net Assets	- -100.00%
<b>\$ 1,661,410</b>	<b>\$ 1,681,820</b>	<b>\$ 2,168,973</b>	<b>\$ 2,290,186</b>	<b>Total Other Financing Activity</b>	<b>\$ 1,831,300 -20.04%</b>
<b>\$ 3,651,527</b>	<b>\$ 3,648,155</b>	<b>\$ 4,121,256</b>	<b>\$ 2,414,811</b>	<b>TOTAL EXPENSES</b>	<b>\$ 1,959,418 -18.86%</b>
<b>40.50</b>	<b>40.50</b>	<b>40.50</b>	<b>40.50</b>	<b>Number of Funded Employees (FTE's)</b>	<b>40.50 0.00%</b>
<b>429,654</b>	<b>440,816</b>	<b>447,046</b>	<b>460,207</b>	<b>Customer Service</b>	<b>482,013 4.74%</b>
<b>518,850</b>	<b>570,131</b>	<b>423,529</b>	<b>526,807</b>	<b>Utility Services</b>	<b>1,140,901 116.57%</b>
<b>-</b>	<b>-</b>	<b>239,706</b>	<b>280,463</b>	<b>GIS</b>	<b>246,039 -12.27%</b>
<b>1,212,256</b>	<b>840,107</b>	<b>778,276</b>	<b>1,159,883</b>	<b>Water Operations</b>	<b>1,114,450 -3.92%</b>
<b>408,172</b>	<b>486,166</b>	<b>406,033</b>	<b>725,594</b>	<b>Water Distribution</b>	<b>699,446 -3.60%</b>
<b>4,631,690</b>	<b>4,189,516</b>	<b>4,042,536</b>	<b>5,553,234</b>	<b>Sewer Collection &amp; Treatment</b>	<b>5,622,551 1.25%</b>
<b>3,651,527</b>	<b>3,648,155</b>	<b>4,121,256</b>	<b>2,414,811</b>	<b>Non-Departmental</b>	<b>1,959,418 -18.86%</b>
<b>(1,711,783)</b>	<b>(621,776)</b>	<b>(740,184)</b>	<b>-</b>	<b>Reclassification of Capital Outlay</b>	<b>- 0.00%</b>
<b>\$ 9,140,365</b>	<b>\$ 9,553,115</b>	<b>\$ 9,718,198</b>	<b>\$ 11,120,999</b>	<b>TOTAL FUND EXPENSES</b>	<b>\$ 11,264,818 1.29%</b>
<b>\$ 1,107,509</b>	<b>\$ 1,559,627</b>	<b>\$ 1,213,223</b>	<b>\$ -</b>	<b>NET REVENUE / (EXPENSE)</b>	<b>\$ (0) 100.00%</b>

## Sanitation Fund

The Sanitation Fund encompasses 9.1% of the City's activities and services and accounts for solid waste and recycling operations that are financed and operated in a manner similar to a private business – where the intent is that the cost (expenses, including depreciation) of providing the services be financed and recovered primarily through user charges. The City provides residential and commercial garbage collection, as well as yard waste and white goods collection. Commercial and residential recycling programs are available.

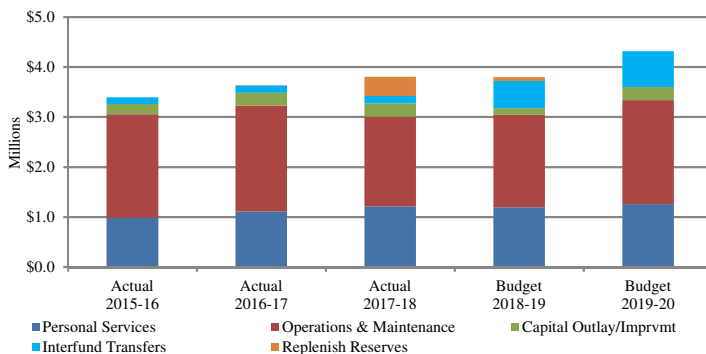
### Revenue Highlights



	Budget 2019-20	\$ Change	% Change
Licenses & Permits	10,037	0	0%
Charges for Services	4,288,858	536,891	14.3%
Interest & Other	17,277	(14,368)	(45.4)%
	<u>\$4,316,172</u>	<u>\$522,523</u>	<u>13.8%</u>

- A new five-year rate study is currently in process and will be presented to City Council for approval and implementation in January 2020. The study will determine the required rates to generate sufficient revenue to sustain renewal and replacement reserves and account for debt service requirements.

### Expenditure Highlights



	Budget 2018-19	\$ Change	% Change
Personal Services	1,252,170	61,556	5.2%
Operations & Maintenance	2,085,072	230,557	12.4%
Capital Outlay/Imprvmt	260,000	130,000	100.0%
Interfund Transfers Out	718,931	174,965	32.2%
Replenish Reserves	0	(74,556)	(100.0)%
	<u>\$4,316,172</u>	<u>\$522,523</u>	<u>13.8%</u>

\*Expenses shown on a cash basis, exclusive of reclassifications for the audited financial statements.\*

- The increase in personal services and operating expenses is due to pay and classification changes related to internal equity and compression, as well as an increase in the City covered portion of employee insurance.
- The increase in capital outlay is related to vehicle replacements.
- The increase in the interfund transfer out is due to an increase in the cost allocation and franchise fee calculation.
- The decrease in replenish reserves account is due to the on-going construction of the new consolidated field office complex.

### 403 SANITATION FUND - REVENUES

Actual				Budget			
2015-16	2016-17	2017-18	2018-19 Adopted			2019-20 Adopted	% Change
1,073,024	1,078,387	1,081,855	1,082,251	1360-343-4000	Service Fees - Residential	1,370,026	26.59%
1,214	1,088	1,225	500	1360-343-4010	Extra Pick-Up Residential	500	0.00%
816,975	837,956	852,319	866,582	1360-343-4100	Service Fees - Commercial	1,088,224	25.58%
11,039	12,872	14,629	10,194	1360-343-4110	Extra Pick-Up Commercial	10,194	0.00%
659,663	663,457	688,394	686,162	1360-343-4200	Tipping Fees - Residential	682,993	-0.46%
916,138	944,342	998,234	987,323	1360-343-4300	Tipping Fees - Commercial	1,002,495	1.54%
<b>\$ 3,478,053</b>	<b>\$ 3,538,102</b>	<b>\$ 3,636,656</b>	<b>\$ 3,633,012</b>		<b>Total Solid Waste</b>	<b>\$ 4,154,432</b>	<b>14.35%</b>
-	71	-	-	1370-343-4600	Service Fees	-	0.00%
107,234	109,714	114,162	116,683	1370-343-4610	Service Fees - Commercial Recycling	132,154	13.26%
<b>\$ 107,234</b>	<b>\$ 109,785</b>	<b>\$ 114,162</b>	<b>\$ 116,683</b>		<b>Total Recycling</b>	<b>\$ 132,154</b>	<b>13.26%</b>
954	952	946	1,000	1360-343-4080	Cinco Bayou	1,000	0.00%
3,179	2,899	3,289	1,272	1360-343-4130	Special Events - Dumpster Delivery/Pickup	1,272	0.00%
<b>\$ 4,133</b>	<b>\$ 3,852</b>	<b>\$ 4,236</b>	<b>\$ 2,272</b>		<b>Total Fees &amp; Fines</b>	<b>\$ 2,272</b>	<b>0.00%</b>
<b>\$ 3,589,419</b>	<b>\$ 3,651,739</b>	<b>\$ 3,755,054</b>	<b>\$ 3,751,967</b>		<b>TOTAL CHARGES FOR SERVICES</b>	<b>\$ 4,288,858</b>	<b>14.31%</b>
10,287	11,707	18,114	10,037	1360-323-7010	Solid Waste - 10% Roll Off	10,037	0.00%
<b>\$ 10,287</b>	<b>\$ 11,707</b>	<b>\$ 18,114</b>	<b>\$ 10,037</b>		<b>Total Franchise Fees</b>	<b>\$ 10,037</b>	<b>0.00%</b>
<b>\$ 10,287</b>	<b>\$ 11,707</b>	<b>\$ 18,114</b>	<b>\$ 10,037</b>		<b>TOTAL LICENSES &amp; PERMITS</b>	<b>\$ 10,037</b>	<b>0.00%</b>
31,570	40,939	49,493	29,120	1500-361-1000	Interest Income	14,752	-49.34%
-	14,917	-	-	1500-361-3000	Unrealized Gain/(Loss)	-	0.00%
-	2,837	-	-	1500-361-4000	Realized Gain/(Loss)	-	0.00%
<b>\$ 31,570</b>	<b>\$ 58,693</b>	<b>\$ 49,493</b>	<b>\$ 29,120</b>		<b>Total Interest Income</b>	<b>\$ 14,752</b>	<b>-49.34%</b>
929	21,344	-	-	1500-364-1000	Sale of Surplus Assets	-	0.00%
1,621	4,223	477	2,500	1500-365-1000	Recycling Scrap Metal Sales	2,500	0.00%
-	14,817	-	-	1370-365-2000	Recycling Surplus Sales (ECUA)	-	0.00%
-	1,771	3,594	25	1500-369-9000	Miscellaneous Revenues	25	0.00%
<b>\$ 2,550</b>	<b>\$ 42,155</b>	<b>\$ 4,071</b>	<b>\$ 2,525</b>		<b>Total Other Revenues</b>	<b>\$ 2,525</b>	<b>0.00%</b>
<b>\$ 34,120</b>	<b>\$ 100,848</b>	<b>\$ 53,563</b>	<b>\$ 31,645</b>		<b>TOTAL INTEREST &amp; OTHER REVENUES</b>	<b>\$ 17,277</b>	<b>-45.40%</b>
<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>		<b>Total Debt Proceeds</b>	<b>\$ -</b>	<b>0.00%</b>
-	-	-	-	1600-389-9300	Appropriation from Net Assets	-	0.00%
<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>		<b>Total Non-Operating Sources</b>	<b>\$ -</b>	<b>0.00%</b>
<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>		<b>TOTAL TRANSFERS IN</b>	<b>\$ -</b>	<b>0.00%</b>
<b>\$ 3,633,826</b>	<b>\$ 3,764,293</b>	<b>\$ 3,826,731</b>	<b>\$ 3,793,649</b>		<b>TOTAL FUND REVENUES</b>	<b>\$ 4,316,172</b>	<b>13.77%</b>

### 403 SANITATION FUND - 1360 SOLID WASTE

Actual				Budget	
2015-16	2016-17	2017-18	2018-19 Adopted	2019-20 Adopted	% Change
				<b>Personal Services:</b>	
19.00	19.00	19.00	19.00	<i>Number of Funded Employees (FTE's)</i>	
596,203	641,792	634,036	677,848	534-1200	Regular Salaries
433	271	54	216	534-1201	Service Awards
541	-	-	-	534-1202	Incentive/Merit Pay
10,975	10,126	13,068	11,600	534-1400	Salaries - Overtime
10,027	16,294	12,429	18,000	534-1401	Salaries - Overtime Holiday Worked
34,387	36,991	38,381	37,525	534-2100	FICA Taxes
8,042	8,651	8,976	8,776	534-2101	Medicare
96,184	103,730	168,364	144,628	534-2200	Retirement Contributions
15,563	18,072	17,904	21,582	534-2204	Retirement Contributions - DC Plan
138,912	150,929	140,462	152,333	534-2300	Dental, Life & Health Insurance
36,378	37,900	44,863	44,591	534-2400	Worker's Compensation
<b>\$ 947,644</b>	<b>\$ 1,024,756</b>	<b>\$ 1,078,537</b>	<b>\$ 1,117,099</b>	<b>Total Personal Services</b>	
				<b>\$ 1,173,003</b>	
				<b>5.00%</b>	
				<b>Operating Expenditures:</b>	
-	-	-	2,500	534-3400	Other Services
2,821	2,932	2,947	2,837	534-4100	Communication Services
5	28	34	135	534-4200	Postage
7,900	9,104	6,583	9,119	534-4300	Utilities
1,636	1,653	1,776	1,858	534-4400	Rentals & Leases
903	961	1,028	1,181	534-4610	Maintenance Contracts
193,984	214,542	283,615	203,000	534-4620	Vehicle Repair
293	265	50	300	534-4630	Equipment Repair
530	382	-	800	534-4640	Building Maintenance
-	504	192	800	534-4645	Heating/Cooling Repairs
772	723	369	1,000	534-4700	Printing & Binding
246	279	192	440	534-5100	Office Supplies
10,066	9,320	7,849	18,000	534-5200	Operating Supplies
91,802	109,031	143,702	118,341	534-5204	Fuel & Oil
2,676	2,184	3,311	2,970	534-5210	Uniform Expense
549,322	560,173	598,642	586,340	534-5219	Landfill Fees - Commercial
458,710	433,374	432,274	481,740	534-5220	Landfill Fees - Residential
241,306	261,560	270,799	264,260	534-5222	Landfill Fees - Yard Waste
31,543	22,136	31,605	31,750	534-5225	Sanitation Containers - Bulk
14,682	14,332	10,005	14,400	534-5226	Sanitation Containers - Residential
682	322	701	-	534-5231	Computer Hardware/Software
330	726	345	800	534-5233	Tools
1,272	2,175	2,158	3,600	534-5234	Safety Supplies/Equipment
-	-	-	-	534-5250	Operating Supplies - Grounds Maintenance
212	212	212	250	534-5400	Books, Dues & Publications
-	-	-	-	534-9905	Capitalized Costs Allocation - Labor
-	-	-	-	534-9906	Capitalized Costs Allocation - Benefits
-	-	-	-	534-9907	Capitalized Costs Allocation - Overhead
<b>\$ 1,611,693</b>	<b>\$ 1,646,918</b>	<b>\$ 1,798,389</b>	<b>\$ 1,746,421</b>	<b>Total Operating Expenditures</b>	
				<b>\$ 1,856,346</b>	
				<b>6.29%</b>	
				<b>Capital Outlay:</b>	
2,603	-	-	-	534-6402	Equipment
204,643	255,700	185,749	130,000	534-6404	Trucks
<b>\$ 207,246</b>	<b>\$ 255,700</b>	<b>\$ 185,749</b>	<b>\$ 130,000</b>	<b>Total Capital Outlay</b>	
				<b>\$ 260,000</b>	
				<b>100.00%</b>	
				<b>Debt Service:</b>	
-	-	-	-	534-7100	Principal Payments
-	-	-	-	534-7100	2018 Rev Note - Field Offc Complex-yr 1 of 19
-	-	-	-	534-7200	Interest Expense
-	-	-	-	534-7200	2018 Rev Note - Field Offc Complex-yr 1 of 19
<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>Total Debt Service</b>	
				<b>\$ 85,001</b>	
				<b>100.00%</b>	
<b>2,766,583</b>	<b>2,927,374</b>	<b>3,062,674</b>	<b>2,993,520</b>	<b>TOTAL EXPENSES</b>	
				<b>3,374,350</b>	
				<b>12.72%</b>	

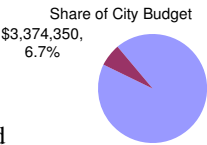
SOLID WASTE

DESCRIPTION

Solid Waste is responsible for the collection and disposal of garbage and yard waste. Residential garbage is collected curbside once per week, residential yard waste is collected curbside once per week, and commercial dumpsters are emptied as scheduled based on business needs.

MISSION

Maintain a sanitary environment with regular collection of residential and commercial solid waste.



CURRENT GOALS, OBJECTIVES, & METRICS (FY20)

	Actual				YTD thru 06/30		Budget	
	2015-16	2016-17	2017-18	2018-19	2018-19	2019-20	2018-19	2019-20
Promote Neighborhood Cleanups								
Household waste collections conducted	2	2	2	1			2	2

- ✓ Retain a firm to evaluate Solid Waste rates and make adjustments where necessary.
- ✓ Monitor Bulk Waste tonnages while researching options to save on costs.

FUTURE GOALS (FY21 & FY22)

- ✓ Continue to work with Fleet Operations on a schedule to replace aging and unreliable refuse equipment.
- ✓ Research and Develop informational materials to increase and promote diversion methods for both residential and commercial customers.

PRIOR YEAR ACCOMPLISHMENTS (FY19)

- ✓ Revised and implemented changes to the Solid Waste Ordinance to include Bulk Waste and Hurricane procedures.
- ✓ Continued the training and certification process for Solid Waste Operators on both Commercial and Residential equipment.

### 403 SANITATION FUND - 1370 RECYCLING

Actual				Budget	
2015-16	2016-17	2017-18	2018-19 Adopted	2019-20 Adopted	% Change
				<b>Personal Services:</b>	
1.00	1.00	1.00	1.00	<i>Number of Funded Employees (FTE's)</i>	
32,054	33,570	34,462	35,923	534-1200 Regular Salaries	37,368 4.02%
-	-	-	-	534-1201 Service Awards	108 100.00%
95	-	12	200	534-1400 Salaries - Overtime	200 0.00%
616	1,316	1,021	1,390	534-1401 Salaries - Overtime Holiday Worked	1,390 0.00%
1,748	1,843	1,860	1,851	534-2100 FICA Taxes	1,906 2.96%
409	431	435	433	534-2101 Medicare	446 2.94%
10,123	11,931	21,717	19,183	534-2200 Retirement Contributions	22,529 17.44%
8,016	9,042	9,601	10,484	534-2300 Dental, Life & Health Insurance	10,948 4.43%
2,070	2,149	2,611	2,551	534-2400 Worker's Compensation	2,772 8.66%
<b>\$ 55,131</b>	<b>\$ 60,282</b>	<b>\$ 71,719</b>	<b>\$ 72,014</b>	<b>Total Personal Services</b>	<b>\$ 77,667 7.85%</b>
				<b>Operating Expenditures:</b>	
1,140	2,249	-	100	534-3400 Other Services	100 0.00%
14,005	-	-	-	534-3419 Recycle Transport Fee Commercial	- 0.00%
15,778	-	-	-	534-3420 Recycle Transport Fee Residential	- 0.00%
-	-	2,729	15,000	534-3421 TIP/Contamination Fees	130,000 766.67%
699	811	-	1,000	534-4000 Travel and Per Diem	1,000 0.00%
127	128	133	156	534-4100 Communication Services	130 -16.77%
944	-	-	-	534-4200 Postage	- 0.00%
14,430	11,578	6,423	15,500	534-4620 Vehicle Repair	26,500 70.97%
-	-	-	4,250	534-4630 Equipment Repair	3,250 -23.53%
1,065	839	-	500	534-4700 Printing & Binding	500 0.00%
2,038	623	4,191	5,000	534-5200 Operating Supplies	3,500 -30.00%
5,114	6,272	5,296	6,272	534-5204 Fuel & Oil	6,036 -3.76%
73	68	380	165	534-5210 Uniform Expense	165 0.00%
-	-	12,597	12,714	534-5225 Sanitation Containers - Bulk	10,595 -16.67%
71,812	122,756	1,750	7,800	534-5226 Sanitation Containers - Residential	6,500 -16.67%
199	-	-	200	534-5233 Tools	200 0.00%
85	100	81	200	534-5234 Safety Supplies/Equipment	205 2.50%
125	125	150	150	534-5400 Books, Dues & Publications	150 0.00%
305	325	-	350	534-5500 Training	350 0.00%
<b>\$ 127,940</b>	<b>\$ 145,874</b>	<b>\$ 33,730</b>	<b>\$ 69,357</b>	<b>Total Operating Expenditures</b>	<b>\$ 189,181 172.76%</b>
				<b>Capital Outlay:</b>	
-	-	-	-	534-6402 Equipment	- 0.00%
<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>Total Capital Outlay</b>	<b>\$ - 0.00%</b>
<b>183,071</b>	<b>206,156</b>	<b>105,450</b>	<b>141,371</b>	<b>TOTAL EXPENSES</b>	<b>266,848 88.76%</b>



# RECYCLING

Share of City Budget  
\$266,848,  
0.6%



## DESCRIPTION

Residential single-stream recycling is available via multiple drop-off locations and 95 gal. curbside automated carts. Commercial dumpsters are available for

## MISSION

Reduce the waste stream deposited in landfills.

## CURRENT GOALS, OBJECTIVES, & METRICS (FY20)

### Promote Reduction of the Residential Waste Stream

	Actual		YTD thru 06/30		Budget	
	2015-16	2016-17	2017-18	2018-19	2018-19	2019-20
Single Stream Recycling Drop-Off Locations	15	3	0	0	0	0
Recycling Tonnage Collected	755	1130	1392	1050	1,400	1,420
Waste Stream Diverted from Landfills	32.3%	50.4%	67.0%	45.0%	25.0%	16.0%

### Promote Reduction of the Commercial Waste Stream

Recycling Tonnage Collected	747	596	639	510	700	680
Waste Stream Diverted from Landfills	26.0%	21.2%	22.3%	19.5%	8.0%	5.0%

- ✓ Meet with current and potential commercial recycle participants on diversion and increased recycling tonnage.
- ✓ Continue to monitor both residential and commercial recycle commodities for contamination and reduce where applicable.

## FUTURE GOALS (FY21 & FY22)

- ✓ Create and Deliver recycling infomercials through Facebook and Webpage for both commercial and residential customers for increased
- ✓ Continue to work with ECUA on extending our current contract to accept Single Stream Recycling.

## PRIOR YEAR ACCOMPLISHMENTS (FY19)

- ✓ Continued with efforts to reduce contamination by increased monitoring and issuing of courtesy notices for violations.
- ✓ Continued to increase tonnages for both commercial and residential recycling.

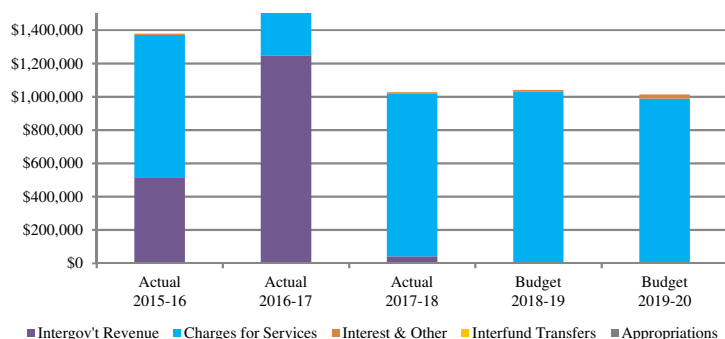
# **403 SANITATION FUND - 1500 NON-DEPARTMENTAL**

Actual				Budget	
2015-16	2016-17	2017-18	2018-19 Adopted	2019-20 Adopted	% Change
<b>Personal Services:</b>					
1,943	405	25,513	1,500	534-1216 Final Leave Pay	1,500 0.00%
2,243	-	(3,168)	-	534-1250 Compensated Absences	- 0.00%
172	-	(242)	-	534-2150 FICA - Compensated Absences	- 0.00%
(35,710)	-	-	-	534-2299 Actuarial Pension Expense	- 0.00%
<b>\$ (31,352)</b>	<b>\$ 405</b>	<b>\$ 22,103</b>	<b>\$ 1,500</b>	<b>Total Personal Services</b>	<b>\$ 1,500 0.00%</b>
<b>Operating Expenditures:</b>					
1,925	1,989	2,112	-	534-3100 Professional Services	- 0.00%
-	-	-	500	534-4911 Holiday Gift Certificates \$25 x 20 Employees	500 0.00%
11,447	-	6,740	-	534-4924 Bad Debt Expense	- 0.00%
-	-	-	37,936	534-4995 Contingencies	38,745 2.13%
-	-	-	300	534-5231 Computer Hardware/Software Software Upgrades per IT Plan	300 0.00%
308,046	286,265	271,491	-	534-5900 Depreciation	- 0.00%
411	-	411	-	534-5910 Depreciation on Contributed Capital	- 0.00%
10,674	-	-	-	590-9502 Non-Operating OPEB Obligation	- 0.00%
<b>\$ 332,503</b>	<b>\$ 288,254</b>	<b>\$ 280,754</b>	<b>\$ 38,736</b>	<b>Total Operating Expenditures</b>	<b>\$ 39,545 2.09%</b>
<b>Capital Outlay</b>					
-	-	-	-	534-6420 Computer Hardware/Software	- 0.00%
<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>Total Capital Outlay</b>	<b>\$ - 0.00%</b>
<b>Other Financing Activity</b>					
364,433	372,074	477,216	397,564	534-9901 Cost Allocation Reimbursement to General Fund	406,311 2.20%
136,074	143,531	146,401	146,401	581-9102 Transfer to General Fund - Franchise Fee	227,619 55.48%
-	-	-	74,556	581-9999 Reserved - Undesignated Net Assets	- -100.00%
<b>\$ 500,507</b>	<b>\$ 515,605</b>	<b>\$ 623,617</b>	<b>\$ 618,521</b>	<b>Total Other Financing Activity</b>	<b>\$ 633,930 2.49%</b>
<b>\$ 801,657</b>	<b>\$ 804,264</b>	<b>\$ 926,474</b>	<b>\$ 658,758</b>	<b>TOTAL EXPENSES</b>	<b>\$ 674,974 2.46%</b>
20.00	20.00	20.00	20.00	Number of Funded Employees (FTE's)	20.00 0.00%
2,766,583	2,937,762	3,062,674	2,993,520	Solid Waste	3,374,350 12.72%
183,071	206,748	105,450	141,371	Recycling	266,848 88.76%
801,657	804,264	926,474	658,758	Non-Departmental	674,974 2.46%
(207,246)	(255,700)	(185,749)	-	Reclassification of Capital Outlay	- 0.00%
<b>\$ 3,544,066</b>	<b>\$ 3,693,074</b>	<b>\$ 3,908,849</b>	<b>\$ 3,793,649</b>	<b>TOTAL FUND EXPENSES</b>	<b>\$ 4,316,172 13.77%</b>
<b>\$ 27,425</b>	<b>\$ 35,711</b>	<b>\$ -</b>	<b>\$ -</b>	<b>NET REVENUE / (EXPENSE)</b>	<b>\$ 0 0.00%</b>

## Stormwater Fund

The Stormwater Fund encompasses 2.5% of the City's activities and services and accounts for stormwater management operations that are financed and operated in a manner similar to a private business – where the intent is that the cost (expenses, including depreciation) of providing the services be financed and recovered through user charges. This fund accounts for stormwater, storm drainage, and water quality initiatives.

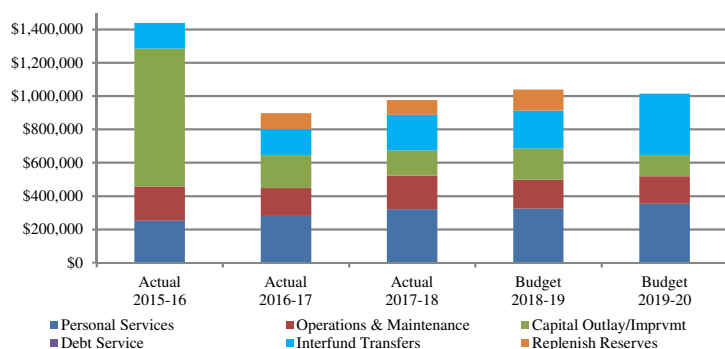
### Revenue Highlights



	Budget 2019-20	\$ Change	% Change
Charges for Services	\$988,713	\$(41,941)	(4.1)%
Interest & Other	24,894	16,269	188.6%
	\$1,013,608	\$(25,672)	(2.5)%

- A new five-year rate study is currently in process and will be presented to City Council for approval and implementation in January 2020. The study will determine the required rates to generate sufficient revenue to sustain renewal and replacement reserves and account for debt service requirements.

### Expenditure Highlights



	Budget 2019-20	\$ Change	% Change
Personal Services	\$352,483	28,542	8.8%
Operations & Maintenance	166,443	(7,152)	(4.1)%
Capital Outlay/Imprvmt	125,650	(61,774)	(33.0)%
Debt Service	136,001	136,001	100.0%
Interfund Transfer	233,031	6,272	2.8%
Replenish Reserves	0	(127,562)	(100.0)%
	\$1,013,608	\$(25,672)	(2.5)%

\*Expenses shown on a cash basis, exclusive of reclassifications for the audited financial statements.\*

- The capital outlay expense includes purchase of a flatbed dump truck and a ½ ton pickup truck.
- The decrease in replenish reserves is due to prior year's accumulation of funds for the construction of a new consolidated field office complex.

# **405 STORMWATER FUND - REVENUES**

Actual						Budget	
2015-16	2016-17	2017-18	2018-19 Adopted			2019-20 Adopted	% Change
492,534	524,118	553,707	585,028	1380-343-7001	Stormwater Management Fee - Residential	568,676	-2.80%
366,196	393,726	422,098	445,625	1380-343-7101	Stormwater Management Fee - Commercial	420,038	-5.74%
<b>\$ 858,730</b>	<b>\$ 917,843</b>	<b>\$ 975,805</b>	<b>\$ 1,030,654</b>		<b>Total Stormwater Operations</b>	<b>\$ 988,713</b>	<b>-4.07%</b>
<b>\$ 858,730</b>	<b>\$ 917,843</b>	<b>\$ 975,805</b>	<b>\$ 1,030,654</b>		<b>TOTAL CHARGES FOR SERVICES</b>	<b>\$ 988,713</b>	<b>-4.07%</b>
510,543	1,247,058	40,080	-	15XX-334-3600	State Grants	-	0.00%
<b>\$ 510,543</b>	<b>\$ 1,247,058</b>	<b>\$ 40,080</b>	<b>\$ -</b>		<b>Total State Grants</b>	<b>\$ -</b>	<b>0.00%</b>
<b>\$ 510,543</b>	<b>\$ 1,247,058</b>	<b>\$ 40,080</b>	<b>\$ -</b>		<b>TOTAL INTERGOVERNMENTAL REVENUE</b>	<b>\$ -</b>	<b>0.00%</b>
7,982	39	9,874	8,625	1500-361-1000	Interest Income	24,894	188.63%
<b>\$ 7,982</b>	<b>\$ 39</b>	<b>\$ 9,874</b>	<b>\$ 8,625</b>		<b>Total Interest Income</b>	<b>\$ 24,894</b>	<b>188.63%</b>
-	566	-	-	1500-369-9000	Miscellaneous Revenues	-	0.00%
<b>\$ -</b>	<b>\$ 566</b>	<b>\$ -</b>	<b>\$ -</b>		<b>Total Other Revenues</b>	<b>\$ -</b>	<b>0.00%</b>
<b>\$ 7,982</b>	<b>\$ 605</b>	<b>\$ 9,874</b>	<b>\$ 8,625</b>		<b>TOTAL INTEREST &amp; OTHER REVENUES</b>	<b>\$ 24,894</b>	<b>188.63%</b>
-	-	-	-	1600-389-9300	Appropriation from Net Assets	-	0.00%
<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>		<b>Total Non-Operating Sources</b>	<b>\$ -</b>	<b>0.00%</b>
<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>		<b>TOTAL TRANSFERS IN</b>	<b>\$ -</b>	<b>0.00%</b>
<b>\$ 1,377,255</b>	<b>\$ 2,165,507</b>	<b>\$ 1,025,758</b>	<b>\$ 1,039,280</b>		<b>TOTAL FUND REVENUES</b>	<b>\$ 1,013,608</b>	<b>-2.47%</b>

Actual				Budget		
2015-16	2016-17	2017-18	2018-19 Adopted		2019-20 Adopted	% Change
6.00	6.00	6.00	6.00	<b>Personal Services:</b>		
179,669	165,903	186,149	206,673	<b>Number of Funded Employees (FTE's)</b> 6.00		
217	-	-	-	538-1200	Regular Salaries	216,240 4.63%
-	100	-	-	538-1201	Service Awards	108 100.00%
455	1,510	1,153	1,000	538-1202	Incentive/Merit Pay	- 0.00%
10,525	9,630	10,745	11,791	538-1400	Salaries - Overtime	1,000 0.00%
2,462	2,252	2,513	2,758	538-2100	FICA Taxes	12,442 5.52%
23,240	27,402	49,373	43,104	538-2101	Medicare	2,910 5.50%
6,147	4,894	4,162	5,039	538-2200	Retirement Contributions	45,058 4.53%
24,412	25,148	29,054	35,794	538-2204	Retirement Contributions - DC Plan	5,198 3.15%
12,254	11,224	16,491	17,282	538-2300	Dental, Life & Health Insurance	47,141 31.70%
\$ 259,380	\$ 248,063	\$ 299,640	\$ 323,441	538-2400	Worker's Compensation	21,887 26.64%
				<b>Total Personal Services</b> \$ 351,983 8.82%		
				<b>Operating Expenditures:</b>		
55,182	8,950	14,000	5,000	538-3100	Professional Services	4,590 -8.20%
5,450	5,700	14,200	65,497	538-3400	Other Services	72,694 10.99%
165	56	-	602	538-4000	Travel and Per Diem	602 0.00%
1,913	1,966	1,999	2,367	538-4100	Communication Services	2,726 15.17%
0	1	16	10	538-4200	Postage	10 0.00%
1,535	1,403	1,343	1,403	538-4300	Utilities	1,344 -4.21%
1,750	2,440	3,344	3,970	538-4400	Rentals & Leases	3,970 0.00%
14,588	5,854	6,613	12,000	538-4620	Vehicle Repair	10,475 -12.71%
11,972	9,257	4,529	9,700	538-4630	Equipment Repair	9,700 0.00%
33,986	30,252	11,618	38,500	538-4680	Plant & System Repair	30,375 -21.10%
180	64	34	300	538-5100	Office Supplies	300 0.00%
2,245	3,796	1,589	2,800	538-5200	Operating Supplies	2,800 0.00%
7,242	7,623	13,910	7,623	538-5204	Fuel & Oil	3,216 -57.81%
598	485	800	810	538-5210	Uniform Expense	810 0.00%
1,487	1,747	2,588	2,790	538-5233	Tools	2,790 0.00%
2,034	1,172	1,157	1,800	538-5234	Safety Programs/Supply	1,980 10.00%
4,984	3,104	201	5,500	538-5300	Road Materials & Supplies	5,500 0.00%
552	650	8,638	650	538-5400	Books, Dues, & Publications	650 0.00%
653	1,388	-	1,755	538-5500	Training	1,650 -5.98%
(11,545)	-	(56,867)	-	538-9905	Capitalized Costs Allocation - Labor	- 0.00%
(4,168)	-	(25,296)	-	538-9906	Capitalized Costs Allocation - Benefits	- 0.00%
(2,390)	-	(11,990)	-	538-9907	Capitalized Costs Allocation - Overhead	- 0.00%
\$ 128,414	\$ 85,908	\$ (7,574)	\$ 163,077	<b>Total Operating Expenditures</b> \$ 156,182 -4.23%		
				<b>Capital Outlay:</b>		
541,721	-	-	-	538-6358	Storm Drains	- 0.00%
-	1,738	60,006	-	538-6402	Equipment	5,750 100.00%
285,172	128,124	-	37,424	538-6404	Trucks	119,000 217.98%
\$ 826,893	\$ 129,862	\$ 60,006	\$ 37,424	<b>Total Capital Outlay</b> \$ 124,750 233.34%		
				<b>Capital Improvements Program:</b>		
-	-	-	150,000	5019 - Storm Drainage Improvement - -100.00%		
-	-	211,917	-	538-6358	Install Storm Drainage	-
-	-	40,080	-	Prior Years Capital Improvement Program - 0.00%		
\$ -	\$ -	\$ 251,997	\$ 150,000	<b>Total Capital Improvements Program</b> \$ - -100.00%		
				<b>Debt Service</b>		
-	-	-	-	590-7100	Principal Payments	76,723 100.00%

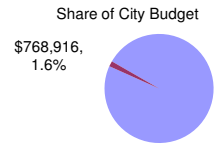
# STORMWATER

## DESCRIPTION

The Stormwater Division maintains 35 miles of storm drain, 11 retention ponds, and over 1,300 curb and surface inlets. Stormwater management helps to ensure the health and safety of citizens while meeting State and Federal regulations.

## MISSION

Improve and preserve natural water quality, comply with existing and upcoming regulatory requirements, and improve operation and management of existing stormwater infrastructure.



## CURRENT GOALS, OBJECTIVES, & METRICS (FY20)

	Actual				YTD thru 06/30		Budget	
	2015-16	2016-17	2017-18	2018-19	2018-19	2019-20	2018-19	2019-20
<b>Improve Water Quality</b>								
City Streets Swept at Least Once per Month	41%	3%	54%	30%			96%	97%
Cubic Yards of Debris Removed from Stormwater Separators	6	10	5	0			7	8
<b>Improve Stormwater Infrastructure</b>								
Linear Feet of New Stormwater Pipe Installed	613	155	585	0			100	100
Linear Feet of Stormwater Pipe Replaced	1948	2350	1070	28			820	65
Stormwater Line System Replaced	0.89%	1.07%	49.00%	0.01%				
<b>Ensure Capital Projects are Completed On-Time &amp; Within Budget</b>								
Capital Projects Completed On-Time	100%	100%	100%	Annual Measure			100%	100%
Capital Projects Completed Within Budget	100%	100%	100%	Annual Measure			100%	100%

- ✓ Sweep every City street at least once per month.
- ✓ Maintain the current amount of debris removed from stormwater separators through regular collection schedule.
- ✓ Replace failing corrugated metal pipe at various locations throughout the City.
- ✓ Provide Stormwater improvements as identified in the City's Stormwater Master Plan.

## FUTURE GOALS (FY21 & FY22)

- ✓ Develop a 5- and 10-year CIP to replace all corrugated metal stormwater pipe throughout the City.
- ✓ Comply with federally-mandated National Pollutant Discharge Elimination System (NPDES) permit requirements.
- ✓ Pursue funding alternatives to complete major capital projects related to the stormwater system based on the completion of the Stormwater Master Plan, including SRF loans, bonds, and/or rate increases.

## PRIOR YEAR ACCOMPLISHMENTS (FY19)

- ✓ Continuous maintenance of drainage ditches throughout the City.
- ✓ Completed construction of drainage improvements on Smith Drive NE and Kepner Drive NE.
- ✓ Completed Golf Course seawall repair.
- ✓ Completed the stage of procuring a contractor to complete drainage improvements on Anchors Street.
- ✓ Completed Stormwater crossing at 339 Hollywood Boulevard NW.
- ✓ Completed installation of new seawall behind Pump Station 2 (Don's Bayou).
- ✓ Implemented a Department of Corrections Crew for mowing.

# **405 STORMWATER FUND - 1500 NON-DEPARTMENTAL**

Actual				Budget	
2015-16	2016-17	2017-18	2018-19 Adopted	2019-20 Adopted	% Change
<b>Personal Services:</b>					
1,320	-	-	500	538-1216 Final Leave Pay	500 0.00%
(317)	3,720	(1,750)	-	538-1250 Compensated Absences	- 0.00%
(24)	285	(133)	-	538-2150 FICA - Compensated Absences	- 0.00%
(8,437)	25,216	-	-	538-2299 Actuarial Pension Expense	- 0.00%
<b>\$ (7,458)</b>	<b>\$ 29,221</b>	<b>\$ (1,883)</b>	<b>\$ 500</b>	<b>Total Personal Services</b>	<b>\$ 500 0.00%</b>
<b>Operating Expenditures:</b>					
463	442	469	-	538-3100 Professional Services	- 0.00%
-	-	(25)	125	538-4911 Holiday Gift Certificates \$25 x 5 Employees	125 0.00%
3,321	-	3,679	-	538-4924 Bad Debt Expense	- 0.00%
-	-	-	10,393	538-4995 Contingencies	10,136 -2.47%
72,317	93,401	159,127	-	538-5900 Depreciation	- 0.00%
1,995	-	-	-	538-5910 Depreciation on Contributed Capital	- 0.00%
(1,574)	-	-	-	590-9502 OPEB Obligation	- 0.00%
<b>\$ 76,522</b>	<b>\$ 93,843</b>	<b>\$ 163,250</b>	<b>\$ 10,518</b>	<b>Total Operating Expenditures</b>	<b>\$ 10,261 -2.44%</b>
-	-	-	-	538-6420 Computer Hardware/Software	900 100.00%
<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>Total Capital Outlay</b>	<b>\$ 900 100.00%</b>
<b>Other Financing Activity</b>					
154,493	157,704	271,027	168,507	538-9901 Cost Allocation Reimbursement to General Fund	172,214 2.20%
-	-	58,251	58,251	581-9102 Transfer to General Fund - Franchise Fee	60,816 4.40%
-	-	-	127,562	581-9999 Reserved - Undesignated Net Assets	- -100.00%
<b>\$ 154,493</b>	<b>\$ 157,704</b>	<b>\$ 329,278</b>	<b>\$ 354,320</b>	<b>Total Other Financing Activity</b>	<b>\$ 233,031 -34.23%</b>
<b>\$ 223,556</b>	<b>\$ 280,768</b>	<b>\$ 490,645</b>	<b>\$ 365,338</b>	<b>TOTAL EXPENSES</b>	<b>\$ 244,692 -33.02%</b>
6.00	6.00	6.00	6.00	Number of Funded Employees (FTE's)	6.00 0.00%
672,966	467,556	352,073	673,942	Stormwater	768,916 14.09%
223,556	280,768	490,645	365,338	Non-Departmental	244,692 -33.02%
(826,893)	(1,454,536)	(312,003)	-	Reclassification of Capital Outlay	- 0.00%
<b>\$ 69,628</b>	<b>\$ (706,212)</b>	<b>\$ 530,715</b>	<b>\$ 1,039,280</b>	<b>TOTAL FUND EXPENSES</b>	<b>\$ 1,013,608 -2.47%</b>
<b>\$ 781,270</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>NET REVENUE / (EXPENSE)</b>	<b>\$ (0) 0.00%</b>





## IT Replacement Program

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The City's Information Technology Replacement Program (ITRP) is a planning and budgeting tool that serves as a guide for efficient and effective replacement of computers, laptops, tablets, and servers.

The FY 2019-20 budget, the first year of the schedule, is the only year for which funding may legally be appropriated. Future years' funding requirements are identified, but are not authorized.

### REPLACEMENT SCHEDULE

Desktop Computer	5 years
Office Laptop	5 years
Patrol Laptop	5 years
Tablet/IPAD	3 years
Server	5 years

Software will be upgraded in conjunction with hardware replacements. However, it is each division's responsibility to budget for the replacement of peripherals such as keyboards, monitors, and printers as needed.

											FY2020		FY2021		FY2022		FY2023		FY2024	
Fund #	Dept #	Device	Model	Operating System	PO	Asset #	Office	Adobe	Purchased	Total	S20	H20	S21	H21	S22	H22	S23	H23	S24	H24
001	0100	City Council																		
001	0100	CCIQM2-7	OptiPlex 3050	Windows 10 Pro			STD	STD	FY 2017	1					0	910				
001	0100	CCS1-10	Latitude 3490	Windows 10 Pro	95965		N/A	STD	FY 2019	1										635
001	0100	CCS2-10	Latitude 3490	Windows 10 Pro	95965		N/A	STD	FY 2019	1										635
001	0100	CCS3-10	Latitude 3490	Windows 10 Pro	95965		N/A	STD	FY 2019	1										635
001	0100	CCS4-10	Latitude 3490	Windows 10 Pro	95965		N/A	STD	FY 2019	1										635
001	0100	CCIQM2-8	OptiPlex 3060	Windows 10 Pro	95965	NO FA	STD	STD	FY 2019	1										910
001	0100	DRYnearson10	OptiPlex 3060	Windows 10 Pro	95965	NO FA	STD	STD	FY 2019	1										910
001	0100	CCS5-10	Latitude 3490	Windows 10 Pro	95965		N/A	STD	FY 2019	1										635
001	0100	CCS6-10	Latitude 3490	Windows 10 Pro	95965		N/A	STD	FY 2019	1										635
001	0100	CCS7-10	Latitude 3490	Windows 10 Pro	95965		N/A	STD	FY 2019	1										635
001	0100	CCSMayor-10	Latitude 3490	Windows 10 Pro	95965		N/A	STD	FY 2019	1										635
001	0200	City Manager																		
001	0200	Surface Pro 3 - CM Not Replacing	3rd Gen	Windows 8 Pro		150004	STD	STD	FY 2015	1										
001	0200	DRainer10-T   Surface Pro 3 - PIO Not Replacing	3rd Gen	Windows 8 Pro		150003	STD	STD	FY 2015	1										
001	0200	FWBTVXP	Optiplex 3040			NO FA			FY 2016	1				910						
001	0200	Clones7	Optiplex 3040	Windows 7 Pro		NO FA	STD	PRO	FY 2016	1			290	910						
001	0200	iPad - CM	3rd Gen	iOS8		120067	N/A	N/A	FY 2012	1										
001	0200	iPad - PIO	3rd Gen	iOS8		120070	N/A	N/A	FY 2012	1										
001	0200	DRainer10	Optiplex 3040	Windows 10 Pro		NO FA	STD	PRO	FY 2016	1			290	910						
001	0200	MBeedle7	OptiPlex 3050	Windows 10 Pro			STD	STD	FY 2017	1					0	910				
001	0300	Administrative Services																		
001	0300	SOLDnettle10	OptiPlex 3060	Windows 10 Pro	95965	NO FA	STD	PRO	FY 2019	1									0	910
001	0300	JDittmer10	OptiPlex 3040	Windows 7 Pro		NO FA	STD	PRO	FY 2016	1			0	910						
001	0300	TFrankxman7	Optiplex 3040	Windows 7 Pro		NO FA	STD	STD	FY 2016	1			0	910						
001	0300	PC Name Pending (currently RCarter7 being used by	OptiPlex 3060	Windows 10 Pro	95965	NO FA	STD	PRO	FY 2019	1									0	910
106	1215	JMcGowin10	Optiplex 3040	Windows 10 Pro		NO FA	STD	STD	FY 2017	1						910				
001	0300	JHofstetter10	OptiPlex 3050	Windows 10 Pro		NO FA	STD	STD	FY 2017	1					0	910				
001	0320	Information Technology																		
001	0320	JRoche-Pro3	Surface Pro 3	Windows 10 Pro		150023	STD	STD	FY 2015	1	0	1200								
001	0320	PC Name Pending (currently ShuttleB7 / last assigne	OptiPlex 3060	Windows 10 Pro	95965	NO FA	STD	PRO	FY 2019	1									0	910
001	0320	PC Name Pending (currently ShuttleC7 D561)	OptiPlex 3060	Windows 10 Pro	95965	NO FA	STD	PRO	FY 2019	1									0	910
001	0320	JRoche10	OptiPlex 3050	Windows 10 Pro		NO FA	STD	PRO	FY 2017	1					290	910				
001	0320	City Garage - Switch	WS-C2960C-12PC-L IOS: 15.0(2)SE			120085	N/A	N/A	FY 2012	1										
001	0320	Wi-Fi Access Point   Recreation Center - 1	Aruba IAP-305		95612		N/A	N/A	FY 2019	1										580
001	0320	Wi-Fi Access Point   Recreation Center - 2	Aruba IAP-305		95612		N/A	N/A	FY 2019	1										580
001	0320	Wi-Fi Access Point   Recreation Center - 3	Aruba IAP-305		95612		N/A	N/A	FY 2019	1										580
001	0320	Wi-Fi Access Point   Recreation Center - 4	Aruba IAP-305		95612		N/A	N/A	FY 2019	1										580
001	0320	Wi-Fi Access Point   Recreation Center - 5	Aruba IAP-305		95612		N/A	N/A	FY 2019	1										580
001	0320	Wi-Fi Access Point   City Garage	Aruba IAP-305		95612		N/A	N/A	FY 2019	1										580
001	0320	Wi-Fi Access Point   City Hall - Finance	Aruba IAP-305		95612		N/A	N/A	FY 2019	1										580
001	0320	Wi-Fi Access Point   City Warehouse	Aruba IAP-305		95612		N/A	N/A	FY 2019	1										580
001	0320	Wi-Fi Access Point   Fire Dept. 6 AP1	Aruba IAP-305		95612		N/A	N/A	FY 2019	1										580
001	0320	Wi-Fi Access Point   Fire Dept. 6 AP2	Aruba IAP-305		95612		N/A	N/A	FY 2019	1										580
001	0320	Wi-Fi Access Point   Fire Dept. 6 AP3	Aruba IAP-305		95612		N/A	N/A	FY 2019	1										580
001	0320	Wi-Fi Access Point   Fire Dept. 7 AP1	Aruba IAP-305		95612		N/A	N/A	FY 2019	1										580
001	0320	Wi-Fi Access Point   Police - 1	Aruba IAP-305		95612		N/A	N/A	FY 2019	1										580
001	0320	Wi-Fi Access Point   Police - 2	Aruba IAP-305		95612		N/A	N/A	FY 2019	1										580
001	0320	Wi-Fi Access Point   Police - 3	Aruba IAP-305		95612		N/A	N/A	FY 2019	1										580
001	0320	Wi-Fi Access Point   Police - 4	Aruba IAP-305		95612		N/A	N/A	FY 2019	1										580
001	0320	Cisco Wireless Controller (PD1st Floor, not replacing)	AIR-CT2504-K9			150028	N/A	N/A	FY 2015	1										
001	0320	Wi-Fi Access Point   City Hall - City Clerk	Aruba IAP-305		95612		N/A	N/A	FY 2019	1										580
001	0320	Wi-Fi Access Point   City Hall - IT	Aruba IAP-305		95612		N/A	N/A	FY 2019	1										580
001	0320	Wi-Fi Access Point   City Hall Annex	Aruba IAP-305		95612		N/A	N/A	FY 2019	1										580
001	0320	Wi-Fi Access Point   Council Chambers	Aruba IAP-305		95612		N/A	N/A	FY 2019	1										580
001	0320	Wi-Fi Access Point   Golf Club	Aruba IAP-305		95612		N/A	N/A	FY 2019	1										580
001	0320	Firewall   Beal Memorial Cemetery - ASA	ASA5505	ASA: 9.1(5)			N/A	N/A	FY 2008	1										
001	0320	Firewall   Museum - ASA	ASA5506				N/A	N/A	FY 2018	1										
001	0320	Firewall   Sewer Plant - ASA	ASA5505	ASA: 8.2(5)			N/A	N/A	FY 2008	1										
001	0320	Network Switch   Police Dept. 1st Floor	Cisco 2960-48POE			100059	N/A	N/A	FY 2010	1				3360						
001	0320	Swilson8 (PD Comm's Project swapped 7050 from PC	Optiplex 3050	Windows 10 Pro		NO FA	PRO	PRO	FY 2016	1			290	910						
001	0320	Server - FWB-TEST	Custom	Server 2008 R2			N/A	N/A	1/1/2010	1				5000						
001	0320	Server - Coban retiring 1-18 taser implementation	Custom	Server 2008 R2			N/A	N/A	5/29/2009	1										
001	0320	Network Switch   Engineering Field Office	WS-C2960-24LC-S	IOS: 12.2(58)SE1		120087	N/A	N/A	FY 2012	1										
001	0320	ITO2	Latitude E6440	Windows 8.1 Pro		150016	STD	STD	FY 2015	1	0	1200								
001	0320	PSmith8	OptiPlex 3020	Windows 8.1 Pro		NO FA	PRO	PRO	FY 2015	1	290	910								
001	0320	Server - FWB-OSSIU-N	R310	Server 2008 R2			N/A	N/A	1/1/2008	1										
001	0320	Server - FWBGISW	R710	Server 2008 R2			N/A	N/A	FY 2017	1						11000				
001	0320	Server - FWBGISTEST	R710	Server 2008 R2			N/A	N/A	FY 2017	1						7200				
001	0320	Server - FWB-Exchange (Replaced with Office 365)	R710	Server 2008 R2			N/A	N/A	8/23/2011	1										
001	0320	Server - FWB-Prox-DMZ	R710	ProxmoxVE			N/A	N/A	FY 2011	1				5000						
001	0320	Server - FWB-OSSIC	R710	Server 2008 R2			N/A	N/A	11/1/2010	1	500	5000								
001	0320	Server - FWB-OSSIR	R710	Server 2008 R2			N/A	N/A	11/1/2010	1	500	5000								
001	0320	Server - FWB-Main	R720	Server 2008 R2		140057	N/A	N/A	FY 2014	1										
001	0320	Network Switch   City Hall Rack	SRW204				N/A	N/A		1										
001	0320	Server - IBS	T310	Server 2003			N/A	N/A												

001	0320	Landing Park	Cisco 881	130037	N/A	N/A	FY 2013	1											750
001	0320	Laptop - IT Analyst	Latitude E6430 ATG Windows 7 Pro	130038	N/A	N/A	FY 2013	1											1200
001	0320	Network Switch   Library	WS-C3560V2-24TS-E	120088	N/A	N/A	FY 2012	1											
001	0320	Firewall   Police Dept. 1st Floor - ASA	ASA5512X	130058	N/A	N/A	FY 2013	1										7000	
001	0320	Network Switch   Police Dept. 1st Floor	WS-C2960S-24TS-S	130039	N/A	N/A	FY 2013	1										1950	
001	0320	Network Switch   Sanitation Building	WS-C2960C-12PC-L IOS: 15.0(2)SE	120086	N/A	N/A	FY 2012	1											
001	0320	Server - FWB-GIS	R720 Server 2008 R2	130031	N/A	N/A	FY 2013	1											6000
001	0320	Server - FWB-Kronos	R710 Server 2008 R2	120059	N/A	N/A	FY 2012	1											6000
001	0320	Server - FWB-VM	R710 Server 2008 R2		N/A	N/A	4/17/2012	1											
001	0320	Server - PD-VMWare	R710 VMWare	120062	N/A	N/A	FY 2012	1											7000
001	0320	JBroadus10	OptiPlex 3040 Windows 10 Pro	NO FA	STD	PRO	FY 2016	1			0	910							
001	0320	RSchumann10	OptiPlex 3050 Windows 10 Pro	NO FA	PRO	PRO	FY 2017	1					290	1200					
001	0320	RSchumann10-L	Latitude 5580 Windows 10 Pro	180001	STD	STD	FY 2018	1											1200
001	0320	24PT Cisco Switch Library (Received from OBCC on 3-3560 24 pt Catalyst Cisco					FY 2007	1											
001	0320	48PT Cisco Switch Library (Received from OBCC on 3-3560 48 pt Catalyst Cisco					FY 2007	1											
001	0400	iPad - City Clerk - WENT TO IT	4th Gen iOS8	130030	N/A	N/A	2013-03	1											
001	0400	City Clerk																	
001	0400	Surface Pro 3 - City Clerk Not being replaced	3rd Gen Windows 8 Pro	150020	STD	STD	FY 2015	1											
001	0400	KBarnes10	OptiPlex 3060 Windows 10 Pro	95965	NO FA	STD	PRO	FY 2019	1										
001	0400	MPerry8   Loaner to Burt while we fix his new PC	OptiPlex 3020 Windows 10 Pro	140024	STD	STD	FY 2014	1											
001	0400	IQM2 Encoder	OptiPlex 7020 Windows 8.1 Pro	150024	N/A	N/A	FY 2015	1			1000								
001	0400	Laserfiche10	OptiPlex 3050 Windows 10 Pro		STD	STD	FY 2017	1					0	910					
001	0400	LVanetten7	OptiPlex 3050 Windows 10 Pro		STD	STD	FY 2017	1						0	910				
001	0500	Finance																	
001	0500	CGodwin8 (soon to be CGodwin10)	OptiPlex 3050 Windows 10 Pro	NO FA	STD	PRO	FY 2017	1					290	910					
001	0500	iPad - Finance Director Not Being Replaced	3rd Gen iOS6	130008	N/A	N/A	2012-10	1											
001	0500	Surface Pro 3 - Finance Director Not being replaced	3rd Gen Windows 8 Pro	150002	STD	STD	FY 2015	1											
001	0500	ASnow8	OptiPlex 3020 Windows 8.1 Pro	NO FA	STD	STD	FY 2015	1			0	910							
001	0500	MSchumacher8	OptiPlex 3020 Windows 8.1 Pro	NO FA	STD	STD	FY 2015	1			0	910							
001	0500	KBlatz8	OptiPlex 3020 Windows 8.1 Pro	NO FA	STD	STD	FY 2015	1			0	910							
001	0500	Postage8	OptiPlex 3020 Windows 8.1 Pro	NO FA	STD	STD	FY 2015	1			0	910							
001	0500	BFerris10	OptiPlex 7060 Windows 10 Pro	Amazon	NO FA	STD	PRO	FY 2019	1									0	910
001	0520	AYates10	OptiPlex 3050 Windows 10 Pro	91864	NO FA	STD	PRO	FY 2017	1					290	910				
401	0520	Customer Service																	
401	0520	CGagnon10	OptiPlex 3060 Windows 10 Pro	95965	NO FA	STD	STD	FY 2019	1									0	910
401	0520	BGustman7	OptiPlex 3040 Windows 7 Pro	NO FA	STD	STD	FY 2016	1			0	910							
401	0520	JRichburg10 (was JKilpatrick10)	OptiPlex 3060 Windows 10 Pro	95965	NO FA	STD	STD	FY 2019	1									0	910
401	0520	PDurham7	OptiPlex 3040 Windows 7 Pro	NO FA	STD	STD	FY 2016	1			0	910							
401	0520	KHart7	OptiPlex 3040 Windows 7 Pro	NO FA	STD	STD	FY 2016	1			0	910							
401	0520	TFallon10	OptiPlex 3060 Windows 10 Pro	95965	NO FA	STD	STD	FY 2019	1									0	910
401	0520	Stars10 (currently Stars7 with service tag 72GL4V1)	OptiPlex 3060 Windows 10 Pro	95965	NO FA	STD	STD	FY 2019	1									0	910
001	0530	Purchasing																	
001	0530	GScott7	OptiPlex 3040 Windows 7 Pro	NO FA	STD	STD	FY 2016	1			0	910							
001	0530	JHunt7	OptiPlex 3050 Windows 10 Pro		STD	STD	FY 2017	1											
001	0530	Gimperial7	OptiPlex 3050 Windows 10 Pro	NO FA	STD	PRO	FY 2017	1						290	910				
001	0800	Police																	
001	0800	Surface Pro 3 - Tracy Hart Not being replaced	3rd Gen Windows 8.1 Pro	150021	STD	STD	FY 2015	1											
001	0800	iPad - Chief Not being replaced	2nd Gen iOS6	120066	N/A	N/A	FY 2012	1											
001	0800	JTurner10	OptiPlex 3050 Windows 10 Pro	NO FA	STD	STD	FY 2017	1					0	910					
109	0800	CommPol3-7 - Galindo	OptiPlex 3050 Windows 10 Pro		STD	STD	FY 2017	1											
001	0800	PD Spare01 (was PinesTee7)   not on cycle	Latitude E6430 Windows 10 Pro	130002	STD	STD	FY 2013	1											
001	0800	PD Spare02 (was OaksTee7)   not on cycle	Latitude E6430 Windows 10 Pro	130001	STD	STD	FY 2013	1											
001	0800	PDChief10-L	Latitude 3470 Windows 10 Pro		STD	STD	FY 2016	1					1200						
001	0800	PD1004	Latitude E6430 Windows 7 Pro	140003	STD	STD	FY 2014	1											
001	0800	PD1007 / TRASH / HW ISSUES	Latitude E6430 Windows 7 Pro	140004	STD	STD	FY 2014	1											
001	0800	PD1012	Latitude E6430 Windows 7 Pro	140005	STD	STD	FY 2014	1											
001	0800	PD1013	Latitude E6430 Windows 7 Pro	140006	STD	STD	FY 2014	1											
001	0800	PD1016	Latitude E6430 Windows 7 Pro	140007	STD	STD	FY 2014	1			0	2400							
001	0800	PD1017	Latitude E6430 Windows 7 Pro	140008	STD	STD	FY 2014	1			0	2400							
001	0800	PD1019	Latitude E6430 Windows 7 Pro	140009	STD	STD	FY 2014	1			0	2400							
001	0800	PD1020	Latitude E6430 Windows 7 Pro	140010	STD	STD	FY 2014	1			0	2400							
001	0800	PD1024	Latitude E6430 Windows 7 Pro	140001	STD	STD	FY 2014	1			0	2400							
001	0800	PD1026	Latitude E6430 Windows 7 Pro	140002	STD	STD	FY 2014	1			0	2400							
001	0800	PD1001	Latitude E6440 Windows 7 Pro	150010	STD	STD	FY 2015	1			0	2400							
001	0800	PD1003	Latitude E6440 Windows 7 Pro	150009	STD	STD	FY 2015	1			0	2400							
001	0800	PD1006	Latitude E6440 Windows 7 Pro	160002	STD	STD	FY 2016	1			0	2400							
001	0800	PD1010	Latitude E6440 Windows 7 Pro	150011	STD	STD	FY 2015	1			0	2400							
001	0800	PDChiefCR10 (was PD1011)	Latitude E6440 Windows 10 Pro	160003	STD	STD	FY 2016	1						1200					
001	0800	PD1014	Latitude E6440 Windows 7 Pro	150012	STD	STD	FY 2015	1			0	2400							
001	0800	PD1015	Latitude E6440 Windows 7 Pro	160006	STD	STD	FY 2016	1					0	2400					
001	0800	PD1018	Latitude E6440 Windows 7 Pro	160004	STD	STD	FY 2016	1					0	2400					
001	0800	PD1021	Latitude E6440 Windows 7 Pro	160001	STD	STD	FY 2016	1						0	2400				
001	0800	PD1023	Latitude E6440 Windows 7 Pro	160005	STD	STD	FY 2016	1						0	2400				
001	0800	PD1027	Latitude E6440 Windows 7 Pro	150014	STD	STD	FY 2015	1			0	2400							
001	0800	PD1028	Latitude E6440 Windows 7 Pro	150015	STD	STD	FY 2015	1			0	2400							
001	0800	PD1029	Latitude E6440 Windows 7 Pro	150013	STD	STD	FY 2015	1			0	2400							
001	0800	PD1034	Latitude 5414 Windows 10 Pro	94127	180009	STD	STD	FY 2018	1									0	2400
001	0800	PD1035	Latitude 5414 Windows 10 Pro	94127	180010	STD	STD	FY 2018	1									0	2400
001	0800	PD1036	Latitude 5414 Windows 10 Pro	94127															

001	0800	THart10	OptiPlex 3060	Windows 10 Pro	95965	NO FA	STD	STD	FY 2019	1				0	910
001	0800	CRPolice8 [svc tag 57RLH02] (will soon be CRPolice11	OptiPlex 3060	Windows 10 Pro	95965	NO FA	STD	STD	FY 2019	1				0	910
001	0800	HMurphy10	OptiPlex 3060	Windows 10 Pro	95965	NO FA	STD	STD	FY 2019	1				0	910
001	0800	DRosenburg10	OptiPlex 3060	Windows 10 Pro	95965	NO FA	STD	STD	FY 2019	1				0	910
001	0800	THarmon10	OptiPlex 3060	Windows 10 Pro	95965	NO FA	STD	STD	FY 2019	1				0	910
001	0800	PDDispatchN-10 (currently PDDispatchN with service OptiPlex 3060	Windows 10 Pro	95965	NO FA	STD	STD	FY 2019	1					0	910
001	0800	PDDispatchS-10 (currently PDDispatchS-7 with service OptiPlex 3060	Windows 10 Pro	95965	NO FA	STD	STD	FY 2019	1					0	910
001	0800	PDSCVideo8	OptiPlex 3020	Windows 8.1 Pro		NO FA	STD	STD	FY 2015	1	0	910			
001	0800	FCIC Machine for Cad North (originally purchased for OptiPlex 7050	Windows 7 Pro						FY 2016	1		910			
001	0800	RUOK7	OptiPlex 3020	Windows 8.1 Pro		NO FA	STD	STD	FY 2015	1	0	910			
001	0800	CHunt10	OptiPlex 3060	Windows 10 Pro	95965	NO FA	STD	STD	FY 2019	1				0	910
001	0800	Pdevidence7 (Third PC Crime Lab)	OptiPlex 3040 oR 3L	Windows 7 Pro		NO FA	STD	STD	FY 2016	1		0	910		
001	0800	CommPol1-7 - Not Deployed 1-11-18	OptiPlex 3040	Windows 7 Pro		NO FA	STD	STD	FY 2016	1		0	910		
001	0800	PDee10	OptiPlex 3060	Windows 10 Pro	95965	NO FA	STD	STD	FY 2019	1				0	910
001	0800	CommPol4-7 At city hall 3-15-19 bench	OptiPlex 3040	Windows 7 Pro		NO FA	STD	STD	FY 2016	1		0	910		
001	0800	DHGreen10	OptiPlex 3060	Windows 10 Pro	95965	NO FA	STD	STD	FY 2019	1				0	910
001	0800	Invest01-7 now bchapin7 (old tag GHFHBP1- Not Dej	OptiPlex 3040	Windows 7 Pro		NO FA	STD	STD	FY 2016	1		0	910		
001	0800	TZbikowski10	OptiPlex 3060	Windows 10 Pro	95965	NO FA	STD	STD	FY 2019	1				0	910
001	0800	JailE7 Not Deployed 1-11-18	OptiPlex 3040	Windows 7 Pro		NO FA	STD	STD	FY 2016	1		0	910		
001	0800	JailW10	OptiPlex 3060	Windows 10 Pro	95965	NO FA	STD	STD	FY 2019	1				0	910
001	0800	GGaravito10	OptiPlex 3040	Windows 10 Pro		NO FA	STD	STD	FY 2016	1					
001	0800	Mholt7	OptiPlex 3040	Windows 7 Pro		NO FA	STD	STD	FY 2016	1		0	910		
001	0800	MHorgan10	OptiPlex 3060	Windows 10 Pro	95965	NO FA	STD	STD	FY 2019	1					
001	0800	PD-SGT01-7 Pc in the closet at PD 1st floor	OptiPlex 3040	Windows 7 Pro		NO FA	STD	STD	FY 2016	1		0	910		
001	0800	JMartin10	OptiPlex 3060	Windows 10 Pro	95965	NO FA	STD	STD	FY 2019	1					
001	0800	PD-SGT03-7 Not Deployed 1-11-18	OptiPlex 3040	Windows 7 Pro		NO FA	STD	STD	FY 2016	1		0	910		
001	0800	PD-Corp1-10	OptiPlex 3060	Windows 10 Pro	95965	NO FA	STD	STD	FY 2019	1					
001	0800	PDFT07 Not Deployed 1-11-18	OptiPlex 3040	Windows 7 Pro		NO FA	STD	STD	FY 2016	1		0	910		
001	0800	RPTRoomN7 (FL6G9P1)	OptiPlex 380	Windows 7 Pro		NO FA	STD	STD	FY 2017	1					
001	0800	RPTRooms7	OptiPlex 3040	Windows 7 Pro		NO FA	STD	STD	FY 2016	1		0	910		
001	0800	SMercier10	OptiPlex 3060	Windows 10 Pro	95965	NO FA	STD	STD	FY 2019	1					
001	0800	StreetCrimes1-7 now Invest03-07 (old GHFHBP1)	OptiPlex 3040	Windows 7 Pro		NO FA	STD	STD	FY 2016	1		0	910		
001	0800	BChapin10	OptiPlex 3060	Windows 10 Pro	95965	NO FA	STD	STD	FY 2019	1					
001	0800	KMcCauley7	OptiPlex 3040	Windows 7 Pro		NO FA	STD	PRO	FY 2017	1		290	910		
001	0800	Dell Venue Pro 11	T07G	Windows 8.1 Pro			STD	STD	FY 2015	1					
001	0800	LOblak10	OptiPlex 3050	Windows 10 Pro	91864	NO FA	STD	STD	FY 2017	1			0	910	
001	0800	PD1002 On hold waiting for Tablet decision 1-11-18	Latitude E6420	Windows 7 Pro		120004	STD	STD	FY 2012	1					
001	0500	MSchumacher10-L (was PD1005)   not on cycle	Latitude E6420	Windows 10 Pro		120005	STD	STD	FY 2012	1					
001	0800	PD1008 On hold waiting for Tablet decision 1-11-18	Latitude E6420	Windows 7 Pro		120006	STD	STD	FY 2012	1			0	2400	
001	0800	PD1009 On hold waiting for Tablet decision 1-11-18	Latitude E6420	Windows 7 Pro		120007	STD	STD	FY 2012	1			0	2400	
001	0800	PD1022 On hold waiting for Tablet decision 1-11-18	Latitude E6420	Windows 7 Pro		120010	STD	STD	FY 2012	1					
001	0800	PD1025 On hold waiting for Tablet decision 1-11-18	Latitude E6420	Windows 7 Pro		120009	STD	STD	FY 2012	1					
001	0800	PD1030 On hold waiting for Tablet decision 1-11-18	Latitude E6420	Windows 7 Pro		120008	STD	STD	FY 2012	1					
109	0800	PD1031 On hold waiting for Tablet decision 1-11-18	Latitude E6420	Windows 7 Pro		120001	STD	STD	FY 2012	1					
109	0800	PD1032 On hold waiting for Tablet decision 1-11-18	Latitude E6420	Windows 7 Pro		120002	STD	STD	FY 2012	1					
109	0800	PD1033 On hold waiting for Tablet decision 1-11-18	Latitude E6420	Windows 7 Pro		120003	STD	STD	FY 2012	1					
001	0800	CGalindo10	OptiPlex 390	Windows 10 Pro		120024	STD	STD	FY 2012	1			0	910	
001	0800	PD-SGT06-7	OptiPlex 3050	Windows 10 Pro			STD	STD	FY 2017	1			0	910	
001	0800	WRoyal7	OptiPlex 3050	Windows 10 Pro			STD	STD	FY 2017	1					
001	0900	Fire													
001	0900	FD6Captain7	OptiPlex 3050	Windows 10 Pro			STD	STD	FY 2017	1			0	910	
001	0900	FD7-FrontOff7	OptiPlex 3050	Windows 10 Pro			STD	STD	FY 2017	1			0	910	
001	0900	FD-SEMS	Latitude E6430	Windows 7 Pro		130003	STD	STD	FY 2013	1			0	1200	
001	0900	FDTAB1 Provided spare laptop until we purchase New	XPS 12	Windows 8		130032	STD	STD	FY 2013	1			0	1200	
001	0900	FDTAB2	XPS 12	Windows 8		130033	STD	STD	FY 2013	1			0	1200	
001	0900	GGuarin7	OptiPlex 3050	Windows 10 Pro			STD	STD	FY 2017	1					
001	0900	iPad - Leann Calbro	3rd Gen	iOS6		130007	N/A	N/A	FY 2013	1					
001	0900	Surface Pro 3 - Fire Chief	3rd Gen	Windows 8 Pro		150022	STD	STD	FY 2015	1			1100		
001	0900	iPad - Chief	3rd Gen	iOS6		130004	N/A	N/A	FY 2013	1					
001	0900	FDLaptop7	Latitude E5440	Windows 8.1 Pro		150006	STD	STD	FY 2015	1	0	1200			
001	0900	FD6Training10 (not on cycle / will take any hand me	OptiPlex 3010	Windows 10 Pro			STD	STD	FY 2012	1					
001	0900	ARoom6W10 (currently ARoom6W8 with service tag OptiPlex 3060	Windows 10 Pro	95965	?		STD	STD	FY 2019	1				0	910
001	0900	Battalion10 (currently Battalion8 with service tag 56: OptiPlex 3060	Windows 10 Pro	95965	?		STD	STD	FY 2019	1				0	910
001	0900	FDCaptain10 (currently FDCaptain8 with service tag :OptiPlex 3060	Windows 10 Pro	95965	?		STD	STD	FY 2019	1				0	910
001	0900	KPerkins10 (replaced KPerkins8 with svc tag 664LH0: OptiPlex 3060	Windows 10 Pro	95965	NO FA	STD	STD	FY 2019	1					0	910
001	0900	LCalabro10 (currently LCalabro8 with svc tag 58DJH0: OptiPlex 3060	Windows 10 Pro	95965	NO FA	STD	STD	FY 2019	1					0	910
001	0900	ARoom6N7	OptiPlex 3040	Windows 7 Pro		NO FA	STD	STD	FY 2016	1		0	910		
001	0900	FD7-Aroom10	OptiPlex 3060	Windows 10 Pro	95965	NO FA	STD	STD	FY 2019	1				0	910
001	0900	MJohnson7	OptiPlex 3040	Windows 7 Pro		NO FA	STD	STD	FY 2016	1		0	910		
001	0900	Galaxy Tablet - Battalion Chief	Tab 2 10.1	Android 4.2		NO FA	N/A	N/A	FY 2014	1					
001	0900	Galaxy Tablet - Truck 6	Tab 2 10.1	Android 4.2		NO FA	N/A	N/A	FY 2014	1					
001	0900	Galaxy Tablet - Engine 6	Tab 2 10.1	Android 4.2		NO FA	N/A	N/A	FY 2014	1					
001	0900	Galaxy Tablet - Rescue 6	Tab 2 10.1	Android 4.2		NO FA	N/A	N/A	FY 2014	1					
001	0900	Galaxy Tablet - Engine 7	Tab 2 10.1	Android 4.2		NO FA	N/A	N/A	FY 2014	1					
001	0900	Galaxy Tablet - Fire Chief	Tab 2 10.1	Android 4.2		NO FA	N/A	N/A	FY 2014	1					
001	1000	Recreation													
001	1000	iPad - Parks Director - BROKE SCREEN	3rd Gen	iOS6		130005	N/A	N/A	FY 2013	1					
001	1000	JPeters10	OptiPlex 3060	Windows 10 Pro	95965	NO FA	STD	PRO	FY 2019	1				290	910
001	1000	BCarmichael8	OptiPlex 3020	Windows 8.1 Pro		NO FA	STD	STD	FY 2015	1	0	910			
001	1000	Surface Pro 3 - Parks Director Not being replaced	3rd Gen	Windows 8 Pro		150019	STD	STD	FY 2015	1					
001	1000	ParksLaptop 2	Latitude E6440	Windows 7 Pro		150017	STD	N/A	FY 2015	1	0	1200			
001	1000	ABradley10	OptiPlex 3060	Windows 10 Pro	95965	NO FA	STD	STD	FY 2019	1				0	910
001	1000	WRiggs10	OptiPlex 3060	Windows 10 Pro	95965	NO FA	STD	STD	FY 2019	1				0	910
001	1000	PSherman8	OptiPlex 3020	Windows 8.1 Pro		NO FA	STD	STD	FY 2015	1	0	910			
001	1000	TCorcoran8	OptiPlex 3020	Windows 8.1 Pro		NO FA	STD	STD	FY 2015	1	0	910			
001	1000	JValandingham7	OptiPlex 3040	Windows 7 Pro		NO FA	STD	STD	FY 2016	1		0	910		
001	1000	VGardner10	OptiPlex 3060	Windows 10 Pro	95965	NO FA	STD	STD	FY 2019	1				0	910
001	1010	Parks													
001	1010	MPelter7	OptiPlex 3050	Windows 10 Pro			STD	STD	FY 2017	1			0	910	
001	1010	Galaxy Tablet - ROW Foreman	Tab 4 10.1	Android 4.4		NO FA	N/A	N/A	FY 2015	1				300	
001	1010	RainBird10	Latitude 5480	Windows 10 Pro		NO FA	STD	STD	FY 2017	1			0	1200	
001	1015	IFortune7	OptiPlex 3010	Windows 7 Pro		130027	STD	STD	FY 2013	1			0	910	
001	1015	Right-of-Way													
001	1015	Galaxy Tablet - ROW Foreman	Tab 4 10.1	Android 4.4		NO FA	N/A	N/A	FY 2015	1				300	
001	1020	JFleming10	OptiPlex 3050	Windows 10 Pro		NO FA	STD	STD	FY 2017	1			0	910	
001	1020	RCFront2-10	Shuttle DS87D	Windows 10 Pro		?	STD	STD	?	1	0	910			

001	1020	RCFront1-10	OptiPlex 3060	Windows 10 Pro	95965	NO FA	STD	STD	FY 2019	1				0	910
001	1040	Golf Operations													
001	1040	GBackRM10	OptiPlex 3060	Windows 10 Pro	95965	NO FA	STD	STD	FY 2019	1				0	910
001	1040	DTrimm7	OptiPlex 3040	Windows 7 Pro		NO FA	STD	STD	FY 2016	1		0	910		
001	1040	GolfCourseN10	OptiPlex 3060	Windows 10 Pro	95965	NO FA	STD	STD	FY 2019	1				0	910
001	1040	GolfCourse57	OptiPlex 3040	Windows 7 Pro		NO FA	STD	STD	FY 2016	1		0	910		
001	1040	JAtes10	OptiPlex 3060	Windows 10 Pro	95965	NO FA	STD	STD	FY 2019	1				0	910
001	1040	TQuinones7	OptiPlex 3040	Windows 7 Pro		NO FA	STD	STD	FY 2016	1		0	910		
001	1040	OaksTee10	Latitude 5480	Windows 10 Pro		180003	STD	STD	FY 2017	1				0	1200
001	1040	PinesTee10	Latitude 5480	Windows 10 Pro		?	STD	STD	FY 2017	1				0	1200
001	1045	Golf Maintenance													
001	1045	GCMain18	OptiPlex 3020	Windows 8.1 Pro		NO FA	STD	STD	FY 2015	1	0	910			
001	1045	BONeal10 (currently JWilkinson8 or RLong8 with a sv	OptiPlex 3060	Windows 10 Pro	95965	NO FA	STD	STD	FY 2019	1					0 910
001	1045	Redwards10 (currently redwards7 with service tag 7i	OptiPlex 3060	Windows 10 Pro	95965	NO FA	STD	STD	FY 2019	1					0 910
001	1060	Library City													
001	1060	lbhvaccp7 (bought fy 17 for hvac upgrades)	OptiPlex 3040	Windows 7 Pro		NO FA	N/A	N/A	FY 2017	1			910		
001	1060	Llink10	OptiPlex 3060	Windows 10 Pro	95965	NO FA	STD	STD	FY 2019	1				0	910
001	1060	NCardinal8	OptiPlex 3020	Windows 8.1 Pro		NO FA	STD	STD	FY 2015	1	0	910			
001	1060	PGould7	OptiPlex 3040	Windows 7 Pro		NO FA	STD	STD	FY 2016	1		0	910		
001	1060	Library County													
001	1060	Library #1	OptiPlex 3020	Windows 8.1 Pro		NO FA	N/A	N/A	FY 2015	1		910			
001	1060	Library #2	OptiPlex 3060	Windows 10 Pro	95965	NO FA	N/A	N/A	FY 2019	1					910
001	1060	Library #3	OptiPlex 3020	Windows 8.1 Pro		NO FA	N/A	N/A	FY 2015	1		910			
001	1060	Library #4	OptiPlex 3020	Windows 8.1 Pro		NO FA	N/A	N/A	FY 2015	1		910			
001	1060	Library #5	OptiPlex 3020	Windows 8.1 Pro		NO FA	N/A	N/A	FY 2015	1		910			
001	1060	Library #6	OptiPlex 3060	Windows 10 Pro	95965	NO FA	N/A	N/A	FY 2019	1					910
001	1060	Library #7	OptiPlex 3060	Windows 10 Pro	95965	NO FA	N/A	N/A	FY 2019	1					910
001	1060	Library #9	OptiPlex 3020	Windows 8.1 Pro		NO FA	N/A	N/A	FY 2015	1		910			
001	1060	Library #10	OptiPlex 3060	Windows 10 Pro	95965	NO FA	N/A	N/A	FY 2019	1					910
001	1060	Library #11	Latitude E6440	Windows 7 Pro		160008	N/A	N/A	FY 2016	1			1200		
001	1060	Library #12 "Command Module"	OptiPlex 7050	Windows 10 Pro	91864	n/a	N/A	N/A	FY 2017	1			910		
001	1060	Library #13	OptiPlex 3020	Windows 8.1 Pro		NO FA	N/A	N/A	FY 2015	1		910			
001	1060	Library #14	OptiPlex 3060	Windows 10 Pro	95965	NO FA	N/A	N/A	FY 2019	1					910
001	1060	Library #15	OptiPlex 3060	Windows 10 Pro	95965	NO FA	N/A	N/A	FY 2019	1					910
001	1060	Library #16	OptiPlex 3060	Windows 10 Pro	95965	NO FA	N/A	N/A	FY 2019	1					910
001	1060	Library #17	OptiPlex 3060	Windows 10 Pro	95965	NO FA	N/A	N/A	FY 2019	1					910
001	1060	Library #18	OptiPlex 3060	Windows 10 Pro	95965	NO FA	N/A	N/A	FY 2019	1					910
001	1060	Library #19	OptiPlex 3060	Windows 10 Pro	95965	NO FA	N/A	N/A	FY 2019	1					910
001	1060	Library #20	OptiPlex 3060	Windows 10 Pro	95965	NO FA	N/A	N/A	FY 2019	1					910
001	1060	Library #21	OptiPlex 3060	Windows 10 Pro	95965	NO FA	N/A	N/A	FY 2019	1					910
001	1060	Library #22	OptiPlex 3050	Windows 10 Pro	91864	n/a	N/A	N/A	FY 2017	1			910		
001	1060	Library #23	OptiPlex 3050	Windows 10 Pro	91864	n/a	N/A	N/A	FY 2017	1			910		
001	1060	Library #24	OptiPlex 3050	Windows 10 Pro	91864	n/a	N/A	N/A	FY 2017	1			910		
001	1060	Library #25	OptiPlex 3050	Windows 10 Pro	91864	n/a	N/A	N/A	FY 2017	1			910		
001	1060	Library #26	OptiPlex 3050	Windows 10 Pro	91864	n/a	N/A	N/A	FY 2017	1			910		
001	1060	Library #27 Replaced/Repair 2013	OptiPlex 3060	Windows 10 Pro	95965	NO FA	N/A	N/A	FY 2019	1					910
001	1060	Library #28	OptiPlex 3050	Windows 10 Pro	91864	n/a	N/A	N/A	FY 2017	1			910		
001	1060	Library #29	OptiPlex 3050	Windows 10 Pro	91864	n/a	N/A	N/A	FY 2017	1			910		
001	1060	Library #32	OptiPlex 3020	Windows 7 Pro		140017	N/A	N/A	FY 2014	1		910			
001	1070	Museum													
001	1070	GMeyer10	OptiPlex 3060	Windows 10 Pro	95965	NO FA	STD	STD	FY 2019	1				0	910
001	1070	MWeech10	OptiPlex 3060	Windows 10 Pro	95965	NO FA	STD	STD	FY 2019	1				0	910
001	1070	SFaison10	OptiPlex 3060	Windows 10 Pro	95965	NO FA	STD	STD	FY 2019	1				0	910
001	1070	SchoolHouse8	OptiPlex 3020	Windows 8.1 Pro		NO FA	STD	STD	FY 2015	1	0	910			
001	1070	PSMuseum10	OptiPlex 3060	Windows 10 Pro	95965	NO FA	STD	STD	FY 2019	1				0	910
001	1070	Museum10	Latitude 5480	Windows 10 Pro		180006	STD	STD	FY 2017	1			0	1200	
001	1070	ESenn10	OptiPlex 3050	Windows 10 Pro		NO FA	STD	STD	FY 2017	1					
001	1070	AGardner7	OptiPlex 3050	Windows 10 Pro			STD	STD	FY 2017	1			0	910	
001	1080	Cemetery													
001	1200	iPad - BP Team	3rd Gen	iOS6		130006	N/A	N/A	FY 2013	1					
001	1080	JRogers10	OptiPlex 3050	Windows 10 Pro		NO FA	STD	STD	FY 2017	1		0	910		
001	1200	iPad - GIS Team	3rd Gen	iOS6		120068	N/A	N/A	FY 2012	1					
001	1200	Engineering Services													
001	1200	Surface Pro 3 - ES Director Not being replaced	3rd Gen	Windows 8 Pro		150018	STD	STD	FY 2015	1					
001	1200	iPad - BP Team	3rd Gen	iOS6		130006	N/A	N/A	FY 2013	1				650	
001	1200	iPad - GIS Team	3rd Gen	iOS6		120068	N/A	N/A	FY 2012	1				650	
001	1200	Pending New Hire (currently ASantiago8 with service OptiPlex 3060	OptiPlex 3060	Windows 10 Pro	95965	NO FA	STD	STD	FY 2019	1					910
109	2000	CFrasetti7	OptiPlex 3040	Windows 7 Pro		NO FA	STD	PRO	FY 2016	1		290	910		
001	1200	PC Name Pending (currently TBolduc7 with svc tag 7i	OptiPlex 3060	Windows 10 Pro	95965	NO FA	STD	STD	FY 2019	1				290	910
001	1200	TBolducLaptop7 (in the IT office at the moment)	Latitude 3470	Windows 10 Pro			STD	STD	FY 2016	1					
001	1205	JBallard7	OptiPlex 3050	Windows 10 Pro			STD	PRO	FY 2017	1			290	910	
001	1205	Planning & Zoning													
001	1205	CDSLaptop7	Latitude E6440	Windows 7 Pro		160010	STD	STD	FY 2016	1			1200		
001	1205	ABryd10 (soon to be renamed for Tara since she has	OptiPlex 3020M	Windows 10 Pro		NO FA	STD	PRO	FY 2015	1	290	910			
001	1205	TRogers10 (will be renamed with new permitting spe	OptiPlex 3060	Windows 10 Pro	95965	NO FA	STD	STD	FY 2019	1				290	910
106	1215	JStevens7	OptiPlex 3050	Windows 10 Pro		NO FA	STD	PRO	FY 2017	1			290	910	
106	1215	Building Inspections & Permitting													
106	1215	iPad - BP Inspector	2nd Gen	iOS6			N/A	N/A	FY 2011	1				290	910
001	0320	PSmith10-L	Latitude E5440	Windows 10 Pro		150007	STD	STD	FY 2015	1	0	1200			
106	1215	CShepherd7	OptiPlex 390	Windows 7 Pro		120028	STD	STD	FY 2012	1					
106	1215	PWTraining10	OptiPlex 3040	Windows 7 Pro		NO FA	STD	PRO	FY 2016	1		290	910		
106	1215	Galaxy Tablet - BP Inspector	Tab 4 10.1	Android 4.4.4		NO FA	N/A	N/A	FY 2015	1					
106	1215	KMullins10	OptiPlex 3050	Windows 10 Pro		NO FA	STD	STD	FY 2017	1			0	910	
001	1217	Code Enforcement													
001	1217	BRhodes7	OptiPlex 3050	Windows 10 Pro		NO FA	STD	STD	FY 2017	1			0	910	
001	1217	EMoore10	OptiPlex 3060	Windows 10 Pro	95965	NO FA	STD	STD	FY 2019	1					0 910
001	1217	BRhodes7-L	Latitude E5440	Windows 7 Pro		150005	STD	STD	FY 2015	1	0	1200			
001	1220	Fleet													
001	1220	MechanicEast10	OptiPlex 3050	Windows 10 Pro	91864	?	STD	STD	FY 2017	1			0	910	
001	1220	Fleet10-L (was JSoria7-L) / not on 5 year cycle / will t	Latitude E5440	Windows 10 Pro		140063	STD	STD	FY 2014	1					
001	1220	JBanks7	OptiPlex 3040	Windows 7 Pro		NO FA	STD	STD	FY 2016	1		0	910		

## Fleet Replacement Program

The City's Fleet Replacement Program (FRP) is a planning and budgeting tool that identifies the replacement of vehicles with a value greater than \$10,000 and a useful life of seven years or more. The replacement criteria provides a mechanism for the systematic evaluation of vehicle utilization and repair/maintenance costs, and serves as a guide for efficient and effective replacement.

Generally speaking, police patrol vehicles are replaced on a 8-year cycle and the remainder of the fleet on a 10-12 year cycle. Each year as part of the budget process, the fleet is evaluated based on established replacement criteria and a ten-year schedule of replacements is developed depending on a projection of available fiscal resources and the evaluation scoring. Vehicle replacements are funded objectively based on established criteria and funding resources. To maximize the useful life of vehicles and meet service delivery levels, vehicles may be transferred between departments prior to disposal. Prior to replacing a vehicle, an analysis is performed to determine if a less expensive car or truck would meet employee needs at a reduced operating expense to the City or if the vehicle should be removed from the fleet without replacement.

According to the economic theory of vehicle replacement, over time vehicle capital costs decline while vehicle operating costs increase. Ideally, vehicles should be replaced around the time that annual operating costs begin to outweigh annual capital costs. The FY 2019-20 budget, the first year of the schedule, is the only year for which funding may legally be appropriated. Future years' funding requirements are identified, but are not authorized.

### REPLACEMENT CRITERIA

Factors that are included as part of the Schedule, in order to evaluate replacement criteria include, but are not limited to: Age, Mileage, Repair/Maintenance Costs, Overall Condition, and Usage. The following chart depicts a Summary of the Vehicle Replacement Schedule.

Fund	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
General	\$ 188,000	\$ 236,000	\$ 22,000	\$ -	\$ -
FBC	\$ -	\$ -	\$ -	\$ -	\$ -
CRA	\$ -	\$ 88,000	\$ -	\$ -	\$ -
Utilities	\$ 150,000	\$ -	\$ 25,000	\$ -	\$ -
Sanitation	\$ 250,000	\$ 417,000	\$ -	\$ 250,000	\$ 500,000
Stormwater	\$ 97,000	\$ -	\$ -	\$ -	\$ -
	<u>\$ 685,000</u>	<u>\$ 741,000</u>	<u>\$ 47,000</u>	<u>\$ 250,000</u>	<u>\$ 500,000</u>

Priority	Vehicle	Light/Heavy/ Safety	Fund	Division	Department	Manufacture Year	Received Date	Mileage @ Purchase	As of 04/30/18 Last Recorded Mileage on Record	Miles Used since Purchase Date to 2/2/15	Total Cost since Purchase Date to 2/2/15	Replacement Yr.	Suggested Replacement Yr.	Expected Life	Remaining Life	Replacement Cost	Status	Notes
	2470	Light	001	1230	Facilities	2003	5/13/03	25	68178	68153	\$ 6,736.77	2015	2020	12	3-5yrs	\$24,000		Jamie's Van Good Shape
	2486	Light	001	1240	Street	2005	2/21/05	374	50350	49976	\$ 3,710.23	2017	2020	12	1-5yrs	\$22,000		Low Miles
	2497	Light	001	1010	Parks	2006	3/15/06	355	61613	61258	\$ 3,278.17	2018	2020	12	3-5yrs	\$22,000		Runs Good Body Damage
	2498	Light	001	1010	Parks	2006	3/15/06	355	67018	66663	\$ 5,057.56	2018	2020	12	3-5yrs	\$22,000		Runs Good Body Damage
	2532	Light	001	1010	Parks	2007	7/2/07	25	43806	43781	\$ 4,257.98	2019	2020	12	4-5yrs	\$22,000		Dents
	2589	Safety	001	0800	Police	2010	9/18/12	35301	87379	52078	\$ 2,186.02	2020	2020	7		\$38,000	In use	Evidence Tech
	2606	Safety	001	0800	Police	2006	3/21/14	73821	96270	22449	\$ 1,049.08	2020	2020	10	5-7yrs	\$38,000	In use	Titan
	2414	Heavy	401	1350	Sewer Collections	1999	10/25/99	492	53518	53026	\$ 21,160.73	2014	2020	15	2yrs	\$75,000		Rolled once
	2484	Light	401	1350	Sewer Collections	2005	2/9/05	25	71689	71664	\$ 8,879.34	2017	2020	12	5-8yrs			Very Good Shape 5+ years
	2462	Heavy	401	1350	Sewer Collections	2003	1/16/03	10	124992	124982	\$ 39,713.35	2018	2020	15	2yrs	\$75,000		International Dump Truck
	2507	Heavy	403	1360	Solid Waste	2006	6/26/06	1015	79958	78943	\$ 179,384.31	2016	2020	10	Backup	\$250,000		Residential Backup Truck
	2423	Light	405	1380	Stormwater	2000	4/24/00	25	54464	54439	\$ 2,259.65	2012	2020	12	1-3yrs	\$22,000		Backup and not used often
	2491	Light	405	1380	Stormwater	2005	9/14/05	10	53176	53166	\$ 12,240.75	2020	2020	15	5yrs	\$75,000		International Flatbed
	2561	Safety	001	0800	Police	2009	12/4/09	25	68479	68454	\$ 2,626.90	2016	2021	7	5yrs	\$30,000	In use	expedition low miles
	2531	Safety	001	0900	Fire	2007	6/21/07	10	89043	89033	\$ 5,373.98	2017	2021	10	4yrs	\$ 32,000	Line	Yukon
	2492	Light	001	0320	IT	2006	1/3/06	25	66628	66603	\$ 1,896.78	2018	2021	12	1-5yrs	\$ 20,000		Replace on Schedule
	2565	Safety	001	0800	Police	2011	12/22/10	25	73116	73091	\$ 6,645.36	2018	2021	7	3yrs	\$44,000	In use	Good Shape
	2579	Safety	001	0800	Police	2011	10/6/11	4	72826	72822	\$ 18,443.83	2018	2021	7	3-5yrs	\$38,000	In use	On Schedule
	2535	Light	001	1217	Enforcement	2007	7/5/07	25	53666	53641	\$ 983.15	2019	2021	12	3-5yrs	\$ 20,000		Good Shape
	2540	Light	001	1230	Facilities	2007	8/30/07	5	51374	51369	\$ 2,370.07	2019	2021	12	4-5yrs	\$32,000		Service Body
	2543	Safety	001	0900	Fire	2008	1/29/08	25	54836	54811	\$ 2,470.32	2020	2021	12	5yrs	\$ 20,000		Ranger Inspections
	2574	Safety	109	2000	Police	2011	10/6/11	5	76491	76486	\$ 4,368.14	2018	2021	7	3yrs	\$44,000	In use	Good Shape (CRA)
	2575	Safety	109	2000	Police	2011	10/6/11	4	70126	70122	\$ 2,251.50	2018	2021	7	3-5yrs	\$44,000	In use	On Schedule (CRA)
	2464	Light	403	1360	Solid Waste	2003	4/28/03	25	36542	36517	\$ 12,796.03	2015	2021	12	3-5yrs	\$32,000		F350 Welding Truck
	2490	Heavy	403	1360	Solid Waste	2005	7/27/05	363	103511	103148	\$ 144,500.94	2015	2021	10	3-5yrs	\$250,000		Commercial Recycling Good Shape
	2572	Heavy	403	1360	Solid Waste	2011	4/25/11	35	73046	73011	\$ 18,825.81	2018	2021	7	3yrs	\$135,000		New Engine
	2499	Safety	001	0800	Police	2006	3/15/06	352	27924	27572	\$ 3,255.94	2013	2022	7	5yrs	\$22,000	Admin	Meth Truck 5 Years
	2534	Light	001	1230	Facilities	2007	7/5/07	25	15400	15375	\$ 596.60	2019	2022	12	5yrs			Stormwater to Facilities 02.02.18
	2530	Light	401	1350	Sewer Collections	2007	5/24/07	25	59873	59848	\$ 7,444.93	2019	2022	12	4-5yrs	\$25,000		f250 Service Body
	2539	Heavy	403	1360	Solid Waste	2007	8/3/07	365	76525	76160	\$ 191,348.40	2017	2023	10	1yr	\$250,000		Residential
	2562	Heavy	403	1360	Solid Waste	2010	3/25/10	658	94492	93834	\$ 74,867.71	2020	2024	10	5yrs	\$250,000		Commercial
	2559	Heavy	403	1360	Solid Waste	2009	5/27/09	360	73597	73237	\$ 126,690.70	2019	2026	10	4yrs	\$250,000		Residential
	401	Safety	001	0900	Fire	1947	10/1/47	4324	6834	2510	\$ 8,781.75	1947	NA		NA			Show Truck





# Capital Improvements Program

The City's Capital Improvements Program (CIP) is a five-year planning and budgeting tool that identifies the acquisition, construction, replacement, or renovation of facilities and infrastructure with a value greater than \$25,000 and a useful life of ten years or more. Capital expenditures may be recurring (e.g. street resurfacing) or non-recurring (e.g. construction of a new park).

## CIP PROCESS

The FY 2019-20 budget, the first year of the CIP, is the only year for which funding may legally be appropriated. Future years' funding requirements are identified, but are not authorized. The CIP provides information on the current and long-range infrastructure needs of the City and provides a mechanism for balancing needs and resources as well as setting priorities and schedules for capital projects. Each project or program is assigned a four-digit CIP number so expenditures can be easily tracked during the year and also across years.

Each year as part of the budget process, the list of projects is reviewed for relevance, need, cost, and priority. The five-year CIP is revised annually based on the following parameters:

- Relevance to City Council priorities, and Federal or State mandates
- Maintenance and preservation of current infrastructure
- Public health and safety
- Operating budget impact
- Recreational, cultural or aesthetic value
- Funding source



Each submission is reviewed on an annual basis and ranked in accordance with the above criteria. Once prioritized, the funding source is identified and the project is placed in the budget if funding is available.

The Enterprise Funds (Utilities, Sanitation, and Stormwater) are funded with user fees and do not compete with other City projects for funding. The estimated project costs to be funded within the CIP include all costs related to design, engineering, acquisition, construction, and project management.

The City's Strategic Plan Objectives are referenced throughout this document. Each CIP is categorized by objective. In addition to the text, these objectives are highlighted through icons. More information regarding the City's Strategic Plan can be found on page 5.

- Strategy #1 – Safe and Livable Community for Citizens

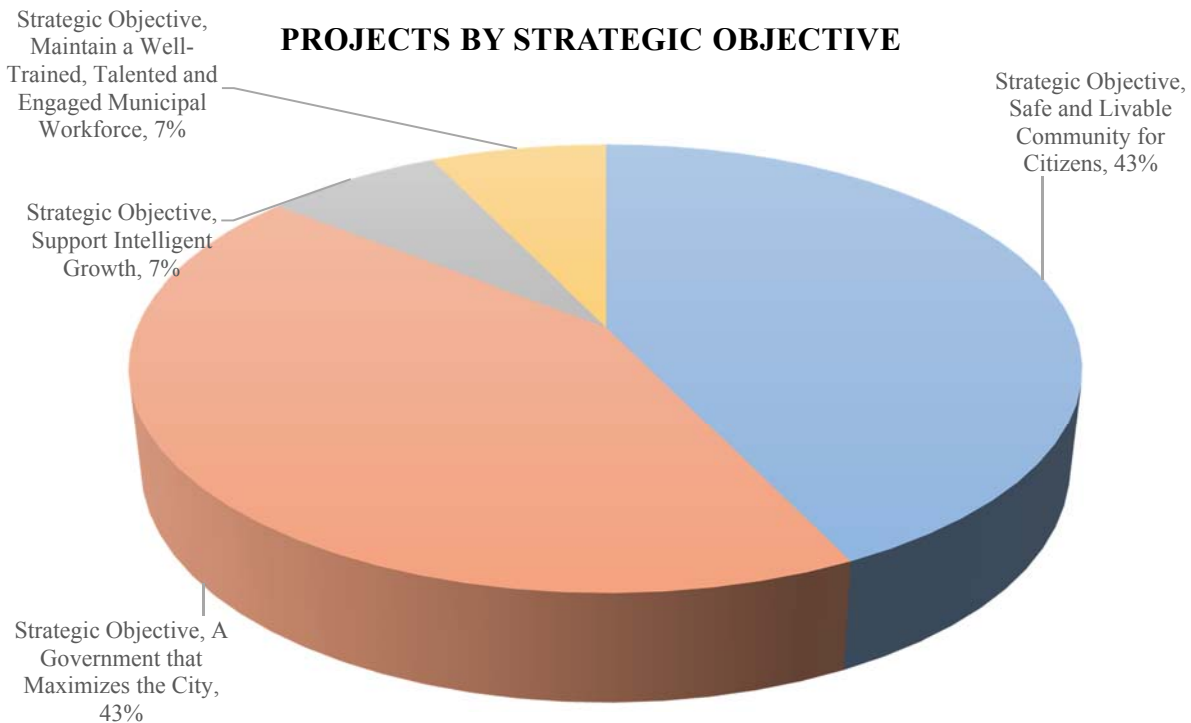


- Strategy #2 – A Government that Maximizes the City





- Strategy #3 – Support Intelligent Growth
- Strategy #4 – Maintain a Well-Trained, Talented and Engaged Municipal Workforce



### FINANCING ALTERNATIVES

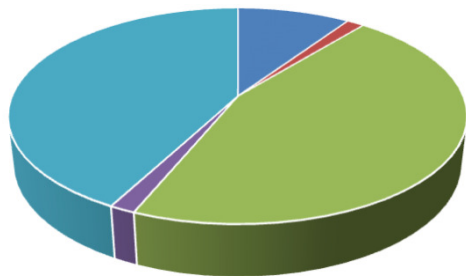
Capital improvements may be funded by a variety of means depending on the nature of the project, availability of funds, and the policies of City Council. Financing decisions are made based on established City policies and available financing options directly related to project timing and choice of revenue sources. The funding methodology for the CIP is reliant upon available resources including funds from grants and user fees, useful life of the improvement, and sharing the costs between current and future users. While some projects can be delayed until funds from existing revenues are available, others cannot. The City explores all options such as ad valorem taxes, grants, user fees, bonds, loans, and reserves to fund improvements. The following financing sources are available to fund the CIP:

- Ad Valorem Taxes – The City rarely uses property taxes as a debt security due largely to the required electoral approval (voter referendum) prior to issuance. Property taxes are directly linked to the assessed value of individual property, not to the consumption of specific goods and services (e.g. sales tax).
- Non-Ad Valorem Revenues – Non-ad valorem revenues can be pledged to support various types of bond issues. Such bonds are similar to general obligation bonds in that proceeds are often used for general government purposes and repayment is unrelated to the revenue generating capacity of the project being financed. However, unlike general obligation bonds, non-ad valorem revenue bonds are payable solely from revenues derived from the pledged revenue (such as sales tax, local option fuel tax, and the guaranteed portion of municipal revenue sharing).
- Special Revenue Sources – Include the following:
  - Impact Fees – Fees charged in advance of new development and designed to help pay for infrastructure needs resulting from the new development. These fees may only be charged to those who directly benefit from the new capital improvement and the fee must fairly reflect the cost of the improvements (e.g. water and sewer impact fees).
  - Special Assessments – Like impact fees, special assessments are levied against residents, agencies, or districts that directly benefit from the new service or improvement (e.g. sidewalks and street paving) and must be apportioned fairly.
- User Fees and Charges – These revenues include a variety of license and permit fees, facility and program fees, and fines. They are rarely used as debt security for non-Enterprise Fund capital projects, but could be a source of direct funding of a small capital improvement.
- Enterprise Fund User Fees – These revenues are derived from self-supporting business enterprises - utilities, sanitation, and stormwater - which provide services in return for compensation. The enterprise revenue used to secure debt is commonly termed “net-revenue” consisting of gross revenues less operating costs.
- Note – A written, short-term promise to repay a specified amount of principal and interest on a certain date, payable from a defined source of anticipated revenue. Usually notes mature in one year or less. Rarely used by the City.
- Commercial Paper - Generally defined as short term, unsecured promissory notes issued by organizations of recognized credit quality, usually a bank. Rarely used by the City.
- Bond – An issuer’s obligation to repay a principal amount on a certain date (maturity date) with interest at a stated rate. Bonds are distinguishable from notes in that notes mature in a much shorter time period.
  - General Obligation Bonds – A bond secured by the full faith and credit of the City’s ad valorem taxing power. These are rarely used in Florida, and by the City in particular, due to the requirement for a voter referendum.
  - Revenue Bonds – Bonds payable from a specific revenue source, not the full faith and credit of an issuer’s taxing power and require no electoral approval. Pledged revenues are often generated by the operation or project being financed (e.g. sales tax, water user fees, golf user fees).

**CITY OF FORT WALTON BEACH, FL**  
**Five Year Capital Improvements Program**

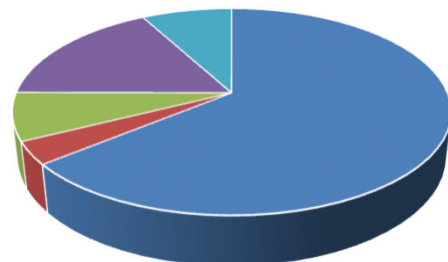
Page	CIP	Project Name	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24	FIVE YEAR TOTAL
174	5071	Tennis Center Improvements	35,000	75,000	25,000	80,000	40,000	255,000
175	TBD	Landing Park Improvement	1,100,000	1,100,000	500,000	-	-	2,700,000
176	TBD	Recreation Complex Phase III	100,000	-	1,750,000	-	-	1,850,000
		Recreation	1,235,000	1,175,000	2,275,000	80,000	40,000	4,805,000
177	TBD	Commerce Technology Park	25,000	-	20,000	220,000	-	265,000
		Facilities	25,000	-	20,000	220,000	-	265,000
178	TBD	Intersection & Pedestrian Improvements	150,000	75,000	50,000	-	-	275,000
179	5018	Street Resurfacing	300,000	175,000	175,000	175,000	175,000	1,000,000
		Streets	450,000	250,000	225,000	175,000	175,000	1,275,000
		<b>GENERAL FUND TOTAL</b>	<b>1,710,000</b>	<b>1,425,000</b>	<b>2,520,000</b>	<b>475,000</b>	<b>215,000</b>	<b>6,345,000</b>
180	TBD	Downtown Master Plan	3,050,000	150,000	3,812,500	3,812,500	23,637,500	34,462,500
		<b>CRA FUND TOTAL</b>	<b>3,050,000</b>	<b>150,000</b>	<b>3,812,500</b>	<b>3,812,500</b>	<b>23,637,500</b>	<b>34,462,500</b>
181	5032	Sewer System Grouting & Lining	30,000	100,000	100,000	100,000	100,000	430,000
182	5031	Pump Station #1 Reconfiguration	100,000	-	-	-	-	100,000
183	5031	Pump Station #1B Generator Fuel Tank Rpl	65,000	-	-	-	-	65,000
		Sewer Collection & Treatment	195,000	100,000	100,000	100,000	100,000	595,000
		<b>UTILITIES FUND TOTAL</b>	<b>195,000</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>595,000</b>
	5019	Stormwater Improvements	-	300,000	100,000	100,000	60,000	560,000
		<b>STORMWATER FUND TOTAL</b>	<b>-</b>	<b>300,000</b>	<b>100,000</b>	<b>100,000</b>	<b>60,000</b>	<b>560,000</b>
		<b>GRAND TOTAL - ALL FUNDS</b>	<b>4,955,000</b>	<b>1,975,000</b>	<b>6,532,500</b>	<b>4,487,500</b>	<b>24,012,500</b>	<b>41,962,500</b>

Where it comes from...



- General Fund Revenues
- Debt Issuance
- Grant Funding
- Stormwater Revenues
- Utilities Revenues
- Fund Balance/Net Assets

...And where it goes



- Parks & Recreation
- Stormwater
- Water & Sewer
- Facilities
- Streets
- General Gov't

FUNDING METHODOLOGY						FY 2019-20 TIMELINE		FUTURE YEAR EXPENSES
Operating & 1/2 Cent Sales Tax Revenues	Grant	Bond / Debt Issue	Other <sup>(1)</sup> / In-Kind <sup>(2)</sup>	Fund Bal / Net Assets	FIVE YEAR TOTAL	Estimated Start	Project Duration	
255,000	-	-	-	-	255,000	Oct 2019	48 months	-
-	2,700,000	-	-	-	2,700,000	Oct 2019	24 months	-
1,850,000	-	-	-	-	1,850,000	Oct 2019	36 months	-
2,105,000	2,700,000	-	-	-	4,805,000			-
265,000	-	-	-	-	265,000			-
265,000	-	-	-	-	265,000			-
275,000	-	-	-	-	275,000	Oct 2019	12 months	-
1,000,000	-	-	-	-	1,000,000	Oct 2019	12 months	-
1,275,000	-	-	-	-	1,275,000			-
3,645,000	2,700,000	-	-	-	6,345,000			-
3,450,000	3,562,500	17,450,000	10,000,000	-	34,462,500	Oct 2019	24 months	-
3,450,000	3,562,500	17,450,000	10,000,000	-	34,462,500			-
430,000	-	-	-	-	430,000	Oct 2019	12 months	-
100,000	-	-	-	-	100,000	Oct 2019	12 months	-
65,000	-	-	-	-	65,000	Oct 2019	12 months	-
595,000	-	-	-	-	595,000			-
595,000	-	-	-	-	595,000			-
560,000	-	-	-	-	560,000	Oct 2019	12 months	-
560,000	-	-	-	-	560,000			-
8,250,000	6,262,500	17,450,000	10,000,000	-	41,962,500			-

*Italics denotes a project beyond the current five-year CIP horizon.*

<sup>(1)</sup>Other includes special assessments and land sales.

<sup>(2)</sup>In-kind matching grant contributions are budgeted as operational expenses (usually personal services).

Note: Some projects also have carry-over funds, which are not included in these totals but noted as part of the budget resolution at the end of the budget document.

**Capital Improvement Program (CIP)**

(For Projects/Equipment Costing Over \$25,000 and Estimated Useful Life of Ten Years or Greater)

				<b>Priority No.</b>	<b>1</b>
<b>Project Title:</b>	<b>City of Fort Walton Beach Tennis Center</b>				
<b>Responsible Department:</b>	Recreation & Cultural Services	<b>Neighborhood/Loc</b>	Oakland		
<b>Responsible Division:</b>	Parks	<b>Project Manager:</b>	Jeff Peters		
<b>Project Category:</b>	Park Facilities	<b>Project Type:</b>	Multi-Year		
<b>Project Number:</b>	5071	<b>Estimated Useful Life (years):</b>	25		
<b>Criteria Type:</b>	Continues Existing Project	<b>Projected Date of Completion:</b>	09/30/23		

**Project Description/Justification:**

The project includes resurfacing the remainder of the Tennis Courts. In addition, prior year improvements included bathroom renovations, lighting and ballast repair, and interior building renovations.

<b>FY 2020</b>	Renovate building restrooms, Fence installation, Gate installation
<b>FY 2021</b>	Demo block racquetball courts, Asphalt and stripe additional Pickleball Courts
<b>FY 2022</b>	Court Resurfacing
<b>FY 2023</b>	Fence Replacement
<b>FY 2024</b>	Lighting repair, Court Resurfacing

**BUDGETED EXPENDITURE SCHEDULE**

Project Elements:	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Five Year Total	Total Project Cost
Improvements	15,000	75,000	25,000	80,000	40,000	235,000	
Furniture/Fixture/Equip.	20,000	-	-	-	-	20,000	
Operational Impact	-	-	-	-	-	-	
<b>Total Expenditures</b>	<b>35,000</b>	<b>75,000</b>	<b>25,000</b>	<b>80,000</b>	<b>40,000</b>	<b>255,000</b>	<b>320,000</b>

<b>Expenses From Prior Year(s):</b>	<b>\$65,000</b>	<b>Funded from Prior Yr. Revenue:</b>	<b>\$65,000</b>
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**Prior Year Activity on Project:**

<b>FY 2019</b>	Court resurfacing (4), Building renovation, lighting repair, landscaping repair
<b>FY 2018</b>	Court 12 renovation to 4 Jr courts Outdoor Restroom renovation, Interior building sectioned off for Tennis Staff, Fence Repair, Painting, landscaping
<b>FY 2017</b>	Resurfaced court, New HVAC, bathroom renovations, roof repairs, light and ballast repair
<b>FY 2016</b>	
<b>FY 2015</b>	

Revenue Funding Summary:	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Five Year Total	Total Revenue
City Funding	25,400	65,400	15,400	70,400	30,400	207,000	
Grant Funding						-	
Debt Financing						-	
Other Outside Funding						-	
Revenue Enhancements	9,600	9,600	9,600	9,600	9,600	48,000	
<b>Total Revenue Funding:</b>	<b>35,000</b>	<b>75,000</b>	<b>25,000</b>	<b>80,000</b>	<b>40,000</b>	<b>255,000</b>	<b>320,000</b>

*Strategy #2: A Government that Maximizes the City*



## Capital Improvement Program (CIP)

(For Projects/Equipment Costing Over \$25,000 and Estimated Useful Life of Ten Years or Greater)

				Priority No.
Project Title:	City of Fort Walton Beach Landing			
Responsible Department:	Recreation & Cultural Services	Neighborhood/Loc	East Miracle Strip	
Responsible Division:	Parks	Project Manager:	Jeff Peters	
Project Category:	Park Facilities	Project Type:	Multi-Year	
Project Number:		Estimated Useful Life (years):	25	
Criteria Type:	Expanded Service	Projected Date of Completion:	09/30/20	

## Project Description/Justification:

The Landing renovation includes an entire Park renovation including new boardwalks, stage reconstruction, park slope grading, palyground equipment and Splash Pad, shade structures, parking lot renovation, and on street parking restructure. Park enhancement will open up park for

FY 2020	Stage, Boardwalk
FY 2021	Grading, Splash pad, Parking, Playground
FY 2022	
FY 2023	
FY 2024	

## BUDGETED EXPENDITURE SCHEDULE

Project Elements:	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Five Year Total	Total Project Cost
Improvements	1,100,000	1,100,000	-	-	-	2,200,000	
Furniture/Fixture/Equip.	-	-	-	-	-	-	
Operational Impact	-	-	-	-	-	-	
<b>Total Expenditures</b>	<b>1,100,000</b>	<b>1,100,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,200,000</b>	<b>2,200,000</b>

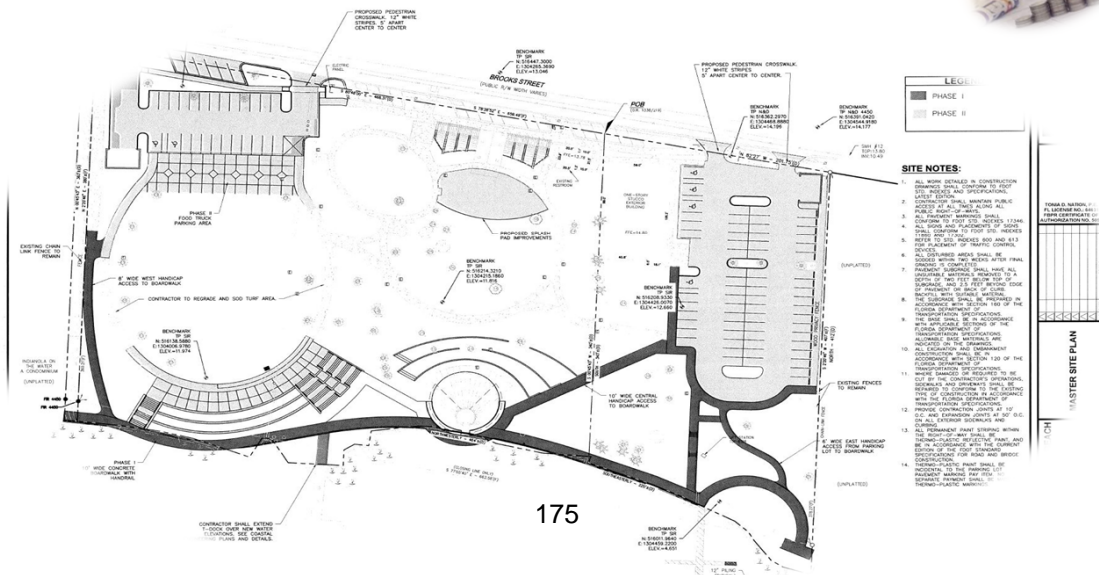
Expenses From Prior Year(s):	\$0	Funded from Prior Yr. Revenue:	\$0
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## Prior Year Activity on Project:

FY 2019	
FY 2018	
FY 2017	
FY 2016	
FY 2015	

Revenue Funding Summary:	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Five Year Total	Total Revenue
City Funding	-	-	-	-	-	-	
Grant Funding	1,100,000	1,100,000	-	-	-	2,200,000	
Debt Financing	-	-	-	-	-	-	
Other Outside Funding	-	-	-	-	-	-	
Revenue Enhancements	-	-	-	-	-	-	
<b>Total Revenue Funding:</b>	<b>1,100,000</b>	<b>1,100,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,200,000</b>	<b>2,200,000</b>

## Strategy #3: Support Intelligent Growth





**Capital Improvement Program (CIP)**

(For Projects/Equipment Costing Over \$25,000 and Estimated Useful Life of Ten Years or Greater)

				<b>Priority No.</b>	<b>1</b>
<b>Project Title:</b>	<b>City of FWB Recreation Complex Addition "Phase 3"</b>				
<b>Responsible Department:</b>	Recreation & Cultural Services	<b>Neighborhood/Loc</b>	Oakland		
<b>Responsible Division:</b>	Parks	<b>Project Manager:</b>	Jeff Peters		
<b>Project Category:</b>	Park Facilities	<b>Project Type:</b>	Multi-Year		
<b>Project Number:</b>		<b>Estimated Useful Life (years):</b>	25		
<b>Criteria Type:</b>	Continues Existing Project	<b>Projected Date of Completion:</b>	09/30/22		

Project Description/Justification:	
<b>FY 2020</b>	Master Plans completed for Phase 3
<b>FY 2021</b>	Demo site of all old buildings
<b>FY 2022</b>	Construct 3 Lighted Multipurpose Athletic Fields, Parking, Restroom building, storage, and exercise trail
<b>FY 2023</b>	
<b>FY 2024</b>	

BUDGETED EXPENDITURE SCHEDULE							
Project Elements:	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Five Year Total	Total Project Cost
Improvements	100,000	-	1,750,000			1,850,000	
Furniture/Fixture/Equip.		-	-	-	-	-	
Operational Impact	-	-	-	-	-	-	
<b>Total Expenditures</b>	<b>100,000</b>	<b>-</b>	<b>1,750,000</b>	<b>-</b>	<b>-</b>	<b>1,850,000</b>	

<b>Expenses From Prior Year(s):</b>		<b>Funded from Prior Yr. Revenue:</b>	<b>\$0</b>
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Prior Year Activity on Project:	
<b>FY 2019</b>	
<b>FY 2018</b>	Completed Volleyball Complex
<b>FY 2017</b>	Completed Skatepark
<b>FY 2016</b>	Completed Preston Hood Athletic Complex
<b>FY 2015</b>	Completed Recreation Center

Revenue Funding Summary:	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Five Year Total	Total Revenue
City Funding						-	
Grant Funding						-	
Debt Financing						-	
Other Outside Funding						-	
Revenue Enhancements	100,000		1,750,000			1,850,000	
<b>Total Revenue Funding:</b>	<b>100,000</b>	<b>-</b>	<b>1,750,000</b>	<b>-</b>	<b>-</b>	<b>1,850,000</b>	<b>1,850,000</b>

*Strategy #2: A Government that Maximizes the City*



**Capital Improvement Program (CIP)**

(For Projects/Equipment Costing Over \$25,000 and Estimated Useful Life of Ten Years or Greater)

				<b>Priority No.</b>
<b>Project Title:</b>	Commerce Technology Park - Infrastructure and Technology			
<b>Responsible Department:</b>	Public Works	<b>Neighborhood/Loc</b>	W.E. Combs	
<b>Responsible Division:</b>	Planning & Zoning	<b>Project Manager:</b>	Chris Frassetto	
<b>Project Category:</b>	Infrastructure	<b>Project Type:</b>	Multi-Year	
<b>Project Number:</b>		<b>Estimated Useful Life (years):</b>	50	
<b>Criteria Type:</b>	Improve Existing Svs/Infrastructure	<b>Projected Date of Completion:</b>	09/30/29	

<b>Project Description/Justification:</b>	
The Commerce Technology Park Master plan identified (3) three, infrastructure projects necessary for the continued safe growth of the park.	
<b>FY 2020</b>	Design for all three projects
<b>FY 2021</b>	
<b>FY 2022</b>	
<b>FY 2023</b>	Curb and Gutter Hollywood
<b>FY 2024-2029</b>	Curb and Gutter Lovejoy, WIFI to parks and bus shelters

BUDGETED EXPENDITURE SCHEDULE							
Project Elements:	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024-29	10 Year Total	Total Project Cost
Improvements	25,000		20,000	220,000	-	265,000	
Furniture/Fixture/Equip.	-	-	-	-	-	-	
Operational Impact						-	
<b>Total Expenditures</b>	<b>25,000</b>	<b>-</b>	<b>20,000</b>	<b>220,000</b>	<b>-</b>	<b>265,000</b>	<b>265,000</b>

<b>Expenses From Prior Year(s):</b>	<b>\$0</b>	<b>Funded from Prior Yr. Revenue:</b>	<b>\$0</b>
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<b>Prior Year Activity on Project:</b>	
<b>FY 2019</b>	
<b>FY 2018</b>	
<b>FY 2017</b>	
<b>FY 2016</b>	
<b>FY 2015</b>	

Revenue Funding Summary:	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024-29	Five Year Total	Total Revenue
City Funding						-	
Grant Funding						-	
Debt Financing						-	
Other Outside Funding						-	
Revenue Enhancements (1/2 Cent)	25,000		20,000	220,000	-	265,000	
<b>Total Revenue Funding:</b>	<b>25,000</b>	<b>-</b>	<b>20,000</b>	<b>220,000</b>	<b>-</b>	<b>265,000</b>	<b>265,000</b>

*Strategy #3: Support Intelligent Growth*

**Capital Improvement Program (CIP)**

(For Projects/Equipment Costing Over \$25,000 and Estimated Useful Life of Ten Years or Greater)

				<b>Priority No.</b>	<b>2</b>
<b>Project Title:</b>	<b>Intersection and Pedestrian Improvements</b>				
<b>Responsible Department:</b>	Utility Services	<b>Neighborhood/Loc</b>	Citywide		
<b>Responsible Division:</b>	Streets	<b>Project Manager:</b>	Daniel Payne		
<b>Project Category:</b>	Capital Equipment	<b>Project Type:</b>	Multi-Year		
<b>Project Number:</b>		<b>Estimated Useful Life (years):</b>	25		
<b>Criteria Type:</b>	Equipment Replacement	<b>Projected Date of Completion:</b>	09/30/20		

**Project Description/Justification:**

Replace existing traffic control cabinet and add mast arms at City maintained intersections to accommodate pedestrian movements and allow for them to be compatible with Okaloosa County Traffic. The addition of mast arms provides protection for hurricane events. The following intersections are recommended for traffic cabinet replacement: Hollywood Boulevard NW and Wright Parkway NW.

<b>FY 2020</b>	Hollywood Boulevard NW and Wright Parkway NW.
<b>FY 2021</b>	Hollywood Boulevard NW and Memorial Parkway SW.
<b>FY 2022</b>	Hollywood Boulevard NW and Robinwood Drive SW.
<b>FY 2023</b>	
<b>FY 2024</b>	

**BUDGETED EXPENDITURE SCHEDULE**

Project Elements:	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Five Year Total	Total Project
Improvements	75,000	50,000	50,000	-	-	175,000	
Furniture/Fixture/Equip.	75,000	25,000	-	-	-	100,000	
Operational Impact						-	
<b>Total Expenditures</b>	<b>150,000</b>	<b>75,000</b>	<b>50,000</b>	<b>-</b>	<b>-</b>	<b>275,000</b>	<b>275,000</b>

<b>Expenses From Prior Year(s):</b>	<b>\$0</b>	<b>Funded from Prior Yr. Revenue:</b>	<b>\$0</b>
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**Prior Year Activity on Project:**


<b>FY 2019</b>	N/A
<b>FY 2018</b>	N/A
<b>FY 2017</b>	N/A
<b>FY 2016</b>	N/A
<b>FY 2015</b>	N/A

Revenue Funding Summary:	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Five Year Total	Total Revenue
City Funding	150,000	75,000	50,000			275,000	
Grant Funding						-	
Debt Financing						-	
Other Outside Funding						-	
Revenue Enhancements						-	
<b>Total Revenue Funding:</b>	<b>150,000</b>	<b>75,000</b>	<b>50,000</b>	<b>-</b>	<b>-</b>	<b>275,000</b>	<b>275,000</b>

*Strategy #1: Safe and Livable Community for Citizens*

**Capital Improvement Program (CIP)**

(For Projects/Equipment Costing Over \$25,000 and Estimated Useful Life of Ten Years or Greater)



				Priority No.	1
Project Title:	Street Resurfacing				
Responsible Department:	Utility Services	Neighborhood/Loc	Citywide		
Responsible Division:	Streets	Project Manager:	Daniel Payne		
Project Category:	Infrastructure	Project Type:	Multi-Year		
Project Number:	5018	Estimated Useful Life (years):	25		
Criteria Type:	Improve Existing Svs/Infrastructure	Projected Date of Completion:	09/30/20		

**Project Description/Justification:**

The City resurfaces a portion of roadways each year. Resurfacing is accomplished by conventional overlay or milling and resurfacing. Overlaying a road surface required the use of compacted SP 9.5 asphalt to a depth of 1" to 1 1/2" over the existing surface. Milling and resurfacing requires cutting the existing asphalt surface down and applying a new cost of asphalt on top. Preventative maintenance prevents roadways from deteriorating to a point requiring more costly complete rehabilitation, and provides a safe, comfortable, and aesthetically pleasing transportation network.

<b>FY 2020</b>	Yacht Club Drive NE from Cinco Bayou to Ferry Road NE
<b>FY 2021</b>	Robinwood Drive NW from Hollywood Boulevard SW to Holmes Boulevard NW.
<b>FY 2022</b>	Golf Course Drive NE from Eagle Street NE to N. Fairway Avenue NE, Fairway Avenue NE from Mooney Road NE to Golf Course Drive NE, Powell Drive NE from S. Fairway Avenue NE to Eagle Street NE, Stafford Circle NE from Mooney Road NE to Cul-de-sac, Carlyle Court NE from Merioneth Drive NE to Cul-de-sac.
<b>FY 2023</b>	Choctawhatchee Road SE from Elliot Road SE to Hollywood Boulevard NE, Kepner Drive NE from Okaloosa Road NE to Choctawhatchee Road NE, Hudson Drive NW from Fliva Avenue to Sotir Street NW.
<b>FY 2024</b>	Striping on Sleepy Oaks from Yacht Club Drive to Mimosa, Brooks Street, Alconese and Robinwood Drive South of Hollywood Boulevard.

**BUDGETED EXPENDITURE SCHEDULE**

Project Elements:	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Five Year Total	Total Project Cost
<b>Improvements</b>	300,000	175,000	175,000	175,000	175,000	1,000,000	
<b>Furniture/Fixture/Equip.</b>	-	-	-	-	-	-	
<b>Operational Impact</b>							
<b>Total Expenditures</b>	300,000	175,000	175,000	175,000	175,000	1,000,000	1,573,586

<b>Expenses From Prior Year(s):</b>	<b>\$573,586</b>	<b>Funded from Prior Yr. Revenue:</b>	<b>\$573,586</b>
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**Prior Year Activity on Project:**

<b>FY 2019</b>	Striping along Walter Martin NE from Eglin Parkway NE to Beal Parkway NE
<b>FY 2018</b>	Hill Avenue NW from City Limits to Lovejoy Road NW, Smith Drive NE from 319 Smith Drive NE to Gardner Drive NE, Gardner Drive NE from Smith Drive NE to 346 Gardner Drive NE, McArthur Avenue from Sotir to Beal Parkway and 417 Hollywood Boulevard
<b>FY 2017</b>	Marilyn Avenue NW from Rogers Street NW to Holmes Boulevard NW, Ferry Road NE from Yacht Club Drive NE to entrance of the Yacht Club, Holmes Boulevard NW from the Wright Parkway NW to Memorial Parkway NW, and Wright Parkway NW Alley.
<b>FY 2016</b>	Vista Street SW, Holmes Boulevard NW from Robinwood Drive NW to Beal Parkway NW, Rogers Street NW
<b>FY 2015</b>	Baker Avenue NW from Holmes Boulevard NW to Beal Parkway NW and Adams Street NW, Striping of Hill Avenue NW

Revenue Funding Summary:	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Five Year Total	Total Revenue
<b>City Funding</b>	300,000	175,000	175,000	175,000	175,000	1,000,000	
<b>Grant Funding</b>						-	
<b>Debt Financing</b>						-	
<b>Other Outside Funding</b>						-	
<b>Revenue Enhancements</b>						-	
<b>Total Revenue Funding:</b>	300,000	175,000	175,000	175,000	175,000	1,000,000	1,573,586

*Strategy #1: Safe and Livable Community for Citizens*





### Capital Improvement Program (CIP)

(For Projects/Equipment Costing Over \$25,000 and Estimated Useful Life of Ten Years or Greater)

			Priority No.
Project Title:	Downtown FWB Master Plan - Infrastructure Improvements		
Responsible Department:	Community Redevelopment	Neighborhood/Loc	East Miracle Strip
Responsible Division:	CRA	Project Manager:	Michael Beedie
Project Category:	Infrastructure	Project Type:	Multi-Year
Project Number:		Estimated Useful Life (years):	50
Criteria Type:	Expanded Service	Projected Date of Completion:	09/30/29

#### Project Description/Justification:

The Downtown Master Plan identified short-, mid- & long-term infrastructure improvements to accommodate the new Around the Mound concept for U.S. Highway 98. Various funding sources will be used to accomplish the required improvements, including CRA revenues, Half-Cent Surtax revenues, TDC funding, Triumph funding, and assistance from FDOT.

FY 2020	Preliminary Design of Downtown FWB Infrastructure Improvements
FY 2021	Library Relocation Study & Design Guideline Manual
FY 2022	Final Design of Infrastructure Improvements
FY 2023	Construction of Phases 1, 2, 3A, 3B, 4A & 4B Begins
FY 2024-2028	Construction of Phases 1, 2, 3A, 3B, 4A & 4B Finished

#### BUDGETED EXPENDITURE SCHEDULE

Project Elements:	FY 2020	FY 2021	FY 2022	FY 2023	FY 2023-28	10 Year Total	Total Project Cost
Improvements	3,050,000	150,000	3,812,500	3,812,500	23,637,500	34,462,500	
Furniture/Fixture/Equip.	-	-	-	-	-	-	
Operational Impact	-	-	-	-	-	-	
Total Expenditures	3,050,000	150,000	3,812,500	3,812,500	23,637,500	34,462,500	34,712,500

Expenses From Prior Year(s):	\$250,000	Funded from Prior Yr. Revenue:	\$250,000
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#### Prior Year Activity on Project:

FY 2018	Downtown FWB Master Plan Phase II (\$125,000)
FY 2017	Downtown FWB Master Plan Phase I (\$125,000)
FY 2016	
FY 2015	
FY 2014	

Revenue Funding Summary:	FY 2020	FY 2021	FY 2022	FY 2023	FY 2023-28	Five Year Total	Total Revenue
City Funding (CRA)	3,050,000	150,000	250,000			3,450,000	
Grant Funding (TRIUMPH)			3,562,500			3,562,500	
Debt Financing				3,812,500	13,637,500	17,450,000	
Other Outside Funding (TDC)					10,000,000	10,000,000	
Revenue Enhancements (1/2 Cent)						-	
Total Revenue Funding:	3,050,000	150,000	3,812,500	3,812,500	23,637,500	34,462,500	34,712,500

*Strategy #2: A Government that Maximizes the City*



**Capital Improvement Program (CIP)**

(For Projects/Equipment Costing Over \$25,000 and Estimated Useful Life of Ten Years or Greater)

				<b>Priority No.</b>	<b>3</b>
<b>Project Title:</b>	<b>Sewer System Lining and Grouting</b>				
<b>Responsible Department:</b>	Utility Services	<b>Neighborhood/Loc</b>	Citywide		
<b>Responsible Division:</b>	Sewer Collection & Treatment	<b>Project Manager:</b>	Daniel Payne		
<b>Project Category:</b>	Infrastructure	<b>Project Type:</b>	Multi-Year		
<b>Project Number:</b>	5032	<b>Estimated Useful Life (years):</b>	25		
<b>Criteria Type:</b>	Improve Existing Svs/Infrastructure	<b>Projected Date of Completion:</b>	09/30/19		

**Project Description/Justification:**

The City has 110 miles of sewer lines, with a majority of the lines consisting of clay pipe. Clay and unlined cast iron pipe are susceptible to root intrusion, offset joints and cracking due to the brittleness of the material. These problems allow a significant amount of inflow and infiltration and debris into the wastewater system, which can eventually result in stop-ups and possible sanitary sewer overflows. Prior to performing the rehabilitation, mains and manholes are inspected via closed-circuit television and monitored for leaks and other problems. The rehabilitation techniques include cured-in-place pipe lining, epoxy- or urethane-based manhole lining, and chemical root treatment.

<b>FY 2020</b>	Sewer System Lining and Grouting
<b>FY 2021</b>	Sewer System Lining and Grouting
<b>FY 2022</b>	Sewer System Lining and Grouting
<b>FY 2023</b>	Sewer System Lining and Grouting
<b>FY 2024</b>	Sewer System Lining and Grouting

**BUDGETED EXPENDITURE SCHEDULE**

Project Elements:	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Five Year Total	Total Project
Improvements	30,000	100,000	100,000	100,000	100,000	430,000	
Furniture/Fixture/Equip.	-	-	-	-	-	-	
Operational Impact						-	
<b>Total Expenditures</b>	<b>30,000</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>430,000</b>	<b>1,851,003</b>

<b>Expenses From Prior Year(s):</b>	<b>\$1,421,003</b>	<b>Funded from Prior Yr. Revenue:</b>	<b>\$1,421,003</b>
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**Prior Year Activity on Project:**

<b>FY 2019</b>	Sewer System Lining and Grouting
<b>FY 2018</b>	Sewer System Lining and Grouting
<b>FY 2017</b>	Sewer System Lining and Grouting
<b>FY 2016</b>	Sewer System Lining and Grouting
<b>FY 2015</b>	Sewer System Lining and Grouting

Revenue Funding Summary:	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Five Year Total	Total Revenue
City Funding	30,000	100,000	100,000	100,000	100,000	430,000	
Grant Funding	-	-	-	-	-	-	
Debt Financing	-	-	-	-	-	-	
Other Outside Funding	-	-	-	-	-	-	
Revenue Enhancements				-	-	-	
<b>Total Revenue Funding:</b>	<b>30,000</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>430,000</b>	<b>1,851,003</b>

*Strategy #1: Safe and Livable Community for Citizens*

**Capital Improvement Program (CIP)**

(For Projects/Equipment Costing Over \$25,000 and Estimated Useful Life of Ten Years or Greater)

			<b>Priority No.</b>	<b>1</b>
<b>Project Title:</b>	<b>Pump Station #01 - Station Control System Reconfiguration</b>			
<b>Responsible Department:</b>	Utility Services	<b>Neighborhood/Loc</b>	Citywide	
<b>Responsible Division:</b>	Sewer Collection & Treatment	<b>Project Manager:</b>	Daniel Payne	
<b>Project Category:</b>	Infrastructure	<b>Project Type:</b>	1-Year	
<b>Project Number:</b>	5031	<b>Estimated Useful Life (years):</b>	20	
<b>Criteria Type:</b>	Public Health & Safety	<b>Projected Date of Completion:</b>	09/30/20	

**Project Description/Justification:**

Currently Pump Station #01 located at 18 Robinwood Drive SW has four main submersible sewage pumps separated into two operating systems identified as "A" and "B". The two systems are interdependent in a limited way, and each system controls two of the four pumps, one system cannot operate all four. System "A" has further control of the force-main by-pass and surge tank system which will operate to prevent an overflow of the gravity system if the pumps cannot handle the inflow to the station. A failure of control system "A" occurred in June 2017, this rendered the pump station in a partial automatic condition with only two pumps available and no automatic control of the emergency by-pass system. Diagnostics, materials, testing and repair took 6 days. The control system complexity is such that attempting to operate these functions in a manual mode could further damage the pumping system and or the environment. A 100% redundant system would allow either operating system "A" or "B" to control all functions in use at pump station #01 in the event of a control system failure.

<b>FY 2020</b>	Pump Station #01 - Station Control System Reconfiguration
<b>FY 2021</b>	
<b>FY 2022</b>	
<b>FY 2023</b>	
<b>FY 2024</b>	

**BUDGETED EXPENDITURE SCHEDULE**

Project Elements:	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Five Year Total	Total Project Cost
Improvements	100,000		-	-	-	100,000	
Furniture/Fixture/Equip.	-	-	-	-	-	-	
Operational Impact						-	
<b>Total Expenditures</b>	<b>100,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>100,000</b>	<b>100,000</b>

Expenses From Prior Year(s):

Funded from Prior Yr. Revenue:

**Prior Year Activity on Project:**

<b>FY 2019</b>	
<b>FY 2018</b>	
<b>FY 2017</b>	
<b>FY 2016</b>	
<b>FY 2015</b>	

Revenue Funding Summary:	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Five Year Total	Total Revenue
City Funding	100,000	-	-	-	-	100,000	
Grant Funding	-		-	-	-	-	
Debt Financing	-	-	-	-	-	-	
Other Outside Funding	-	-	-	-	-	-	
Revenue Enhancements				-	-	-	
<b>Total Revenue Funding:</b>	<b>100,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>100,000</b>	<b>100,000</b>

*Strategy #1: Safe and Livable Community for Citizens*

**Capital Improvement Program (CIP)**

(For Projects/Equipment Costing Over \$25,000 and Estimated Useful Life of Ten Years or Greater)

				<b>Priority No.</b>	<b>4</b>
<b>Project Title:</b>	<b>Pump Station #01-B Generator Fuel Tank Replacement</b>				
<b>Responsible Department:</b>	Utility Services	<b>Neighborhood/Loc</b>	Citywide		
<b>Responsible Division:</b>	Sewer Collection & Treatment	<b>Project Manager:</b>	Daniel Payne		
<b>Project Category:</b>	Capital Equipment	<b>Project Type:</b>	1-Year		
<b>Project Number:</b>		<b>Estimated Useful Life (years):</b>	25		
<b>Criteria Type:</b>	Equipment Replacement	<b>Projected Date of Completion:</b>	09/30/20		

**Project Description/Justification:**

This 4,000 gallon tank stores and supplies fuel to one of two 600 kilowatt diesel generators at pump station #01. The tank was purchased and installed as part of the station rehabilitation project in 2001 which added a generator for back-up pumping capability. The outer containment wall of the tank has begun rusting through from moisture accumulation within the containment section in several locations. Repairs for this problem have not been successful in stopping this deteriorating action. The replacement tank would be of a pre-cast concrete construction meeting State of Florida DEP regulations for above ground fuel storage tanks.

<b>FY 2020</b>	Pump Station #01-B Generator Fuel Tank Replacement.
<b>FY 2021</b>	
<b>FY 2022</b>	
<b>FY 2023</b>	
<b>FY 2024</b>	

**BUDGETED EXPENDITURE SCHEDULE**

Project Elements:	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Five Year Total	Total Project
Improvements						-	
Furniture/Fixture/Equip.	65,000					65,000	
Operational Impact						-	
<b>Total Expenditures</b>	<b>65,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>65,000</b>	<b>65,000</b>

<b>Expenses From Prior Year(s):</b>	<b>\$0</b>	<b>Funded from Prior Yr. Revenue:</b>	<b>\$0</b>
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**Prior Year Activity on Project:**

<b>FY 2019</b>	
<b>FY 2018</b>	
<b>FY 2017</b>	
<b>FY 2016</b>	
<b>FY 2015</b>	

Revenue Funding Summary:	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Five Year Total	Total Revenue
City Funding	65,000					65,000	
Grant Funding						-	
Debt Financing						-	
Other Outside Funding						-	
Revenue Enhancements						-	
<b>Total Revenue Funding:</b>	<b>65,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>65,000</b>	<b>65,000</b>

*Strategy #1: Safe and Livable Community for Citizens*





# Statistical Information

## HISTORY & PROFILE

The City of Fort Walton Beach, Florida prides itself on being a small, family-oriented seaside community boasting a downtown area that was home to a significant prehistoric Native American community on the Gulf Coast of Northwest Florida. Situated at the junction of two major highways - US 98 (Miracle Strip Parkway) and SR 85 (Eglin Parkway) - Fort Walton Beach enjoys the benefits of its crossroads location along the coastal portion of the Northwest Florida regional transportation network. The City offers a full-service government providing police and fire protection; cultural and recreational activities including parks, a library, a museum, and two championship golf courses; planning and zoning; public works such as street, sidewalk, right-of-way, and cemetery maintenance; utilities service including water, sewer, and storm water; and garbage and recycling collection to a coastal community of 20,869 full-time residents.

The City has an exciting and romantic history. As early as 600 B.C., Indian tribes were attracted to Fort Walton Beach from the Mississippi and Tennessee River Valleys and the Southeast Georgia coast. The beginning for the City occurred following the War Between the States when Alabama war veteran John Brooks selected a site of 111 acres where he built a three-room cabin in 1867. Other settlers soon followed. By 1884, the population of the area required establishment of a small schoolhouse. In 1902, the first hotel, Brooks House, was built along the sound and shortly thereafter the first post office was built in 1906. The Montgomery, Alabama, Maxwell Field military base developed an airfield in Fort Walton in 1933 on 137 acres of land and used it as a bombing and gunnery range. The most significant factor in the City's growth was the creation and later expansion, of that airfield, which is now Eglin Air Force Base (the largest military installation in the world) in 1937, the year the City Charter was adopted. Originally chartered as a municipality under the laws of the State of Florida, actual formation of the City was in 1941 when the Florida legislature officially named it the Town of Fort Walton. In 1953, the Florida Legislature granted the City a new charter at which time the name was changed to Fort Walton Beach. The name Walton originates from Colonel George Walton, who was Secretary of the East-West Florida Territory in 1822-26 and son of George Walton, signer of the Declaration of Independence and Governor of Georgia.



First Schoolhouse

The presence of the military base provided the key economic stimulus for the City's early growth, supplemented by the attractiveness of the location. The City enjoyed a substantial population and economic boom from the 1950's through the end of the 1970's. Subsequently, things started to slow down. The military base became less important to the City's economy than the growing tourism industry. In the late 1960's and early 1970's Fort Walton Beach began to experience a decline in economic prosperity, some of which can be attributed to the utility and transportation infrastructure getting older and commercial and residential structures becoming deteriorated. New development began to take place in the surrounding communities. The City, having nearly run out of developable land, started to focus attention on finding ways to induce private enterprise investment in the City and thus capturing a greater share of the local and regional market.

The City's premier gathering place along the Santa Rosa Sound has been the Fort Walton Landing Park since its purchase in 1986. Building upon that with the complete reconstruction of Brooks Street, including the Brooks Bridge Park in 2013, the City's downtown waterfront was opened up to an extent never before realized and spurred economic growth downtown. Outside of downtown, the City completed construction of a new recreational complex, which has added to the attraction of the City.



Recreation Complex – opened Summer 2015



Downtown Redevelopment: Brooks Bridge Park

## Statistical Information

DATE OF INCORPORATION: June 16, 1941

FORM OF GOVERNMENT: Council & Manager

PAVED STREETS: 93.12 miles

GEOGRAPHIC AREA: 7.60 square miles

SIDEWALKS: 63.67 miles

TAXABLE ASSESSED VALUE: \$1,449,583,519

WATER & SEWER LINES: 282.82 miles

CITY MILLAGE RATE: 5.6395

STORM DRAIN: 43.18 miles

POPULATION: 20,940

POLICE STATIONS: 1 FIRE STATIONS: 2

EMPLOYEES: 347 positions, 310.52 FTE's

LIBRARIES: 1 MUSEUMS: 4

SWORN POLICE OFFICERS: 50

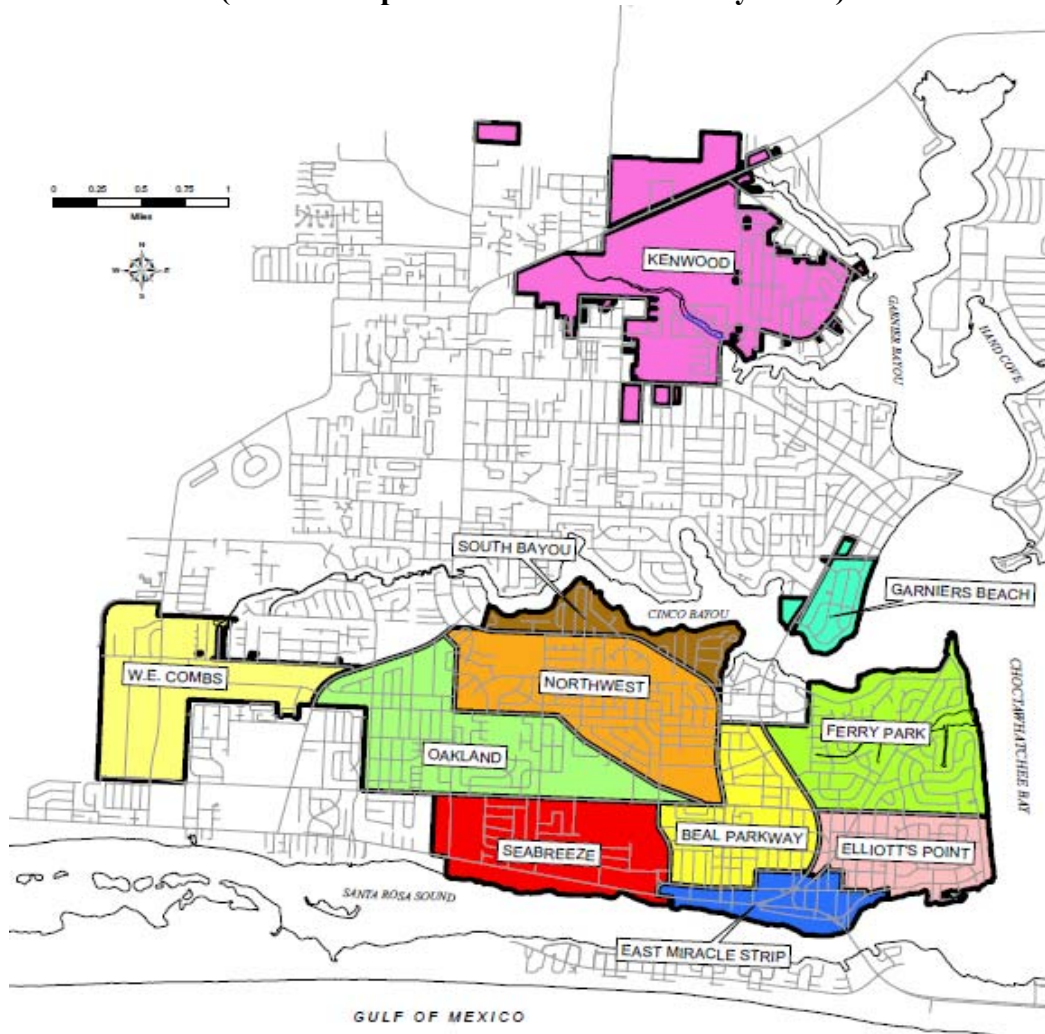
18-HOLE GOLF COURSES: 2

FIREFIGHTING PERSONNEL: 44

ACRES OF PARKS: 206

## CITY NEIGHBORHOODS

(un-shaded portions are not in the City limits)



### BEAL PARKWAY

CHARACTERISTICS: Mostly Residential, CRA District

BOUNDARIES: The Beal Parkway Neighborhood includes much of the City's central core. It includes all lands between Eglin Parkway and Beal Parkway north of Second Street and north of First Street west of Harbeson Avenue. It extends north to Hughes Street and also includes the properties that lie between Robinwood Drive and Beal Parkway and between First Street and Hollywood Boulevard. All parts of the Kelly Subdivision and First Addition to Kelly Subdivision in the area of Comet Street are also included.

ATTRIBUTES AND QUALITIES: The Beal Parkway Neighborhood is home to the City's new Public Safety Complex housing police and fire services. The neighborhood includes most of the City's areas in need of code enforcement and rehabilitation activities. The area has one of the highest crime rates in the City. Not surprisingly, the City has targeted funds into this area from the HUD Community Development Block Grant (CDBG) program. Through diligent code enforcement and crime prevention activities, which are presently centered in the Police Department's Community Policing Program, much progress has been made to improve conditions in this neighborhood. However, there are still many improvements needed. To meet those needs, the City's Redevelopment Area was expanded to include this area in order to provide additional funding sources to remedy the blight in this area. Substantial land use changes encouraging mixed-uses and de-emphasizing heavy commercial activities will encourage expenditure of private capital in this area. New development is needed to infill parcels which developers have ignored due to lack of infrastructure, which is available in the newer neighborhoods of the City.

### EAST MIRACLE STRIP

CHARACTERISTICS: Primarily Commercial, CRA District, Waterfront

BOUNDARIES: The East Miracle Strip Neighborhood lies entirely within the Community Redevelopment Area. The boundaries are Elm Avenue extended to Choctawhatchee Bay to the east; Choctawhatchee Bay to the south; the common property line between the St. Simon's Episcopal Church/The Boat Marina on south side of US 98 and Beal Parkway on the north side of US 98 to the west; and to the north following First Street from Beal Parkway east to Harbeson Avenue then Second Street and then east to Chicago Avenue.

ATTRIBUTES AND QUALITIES: The East Miracle Strip Neighborhood is the former MainStreet area, also referred to as Downtown. This area encompasses the oldest areas of the City and, not surprisingly, is the location of most of the City's historic structures and sites. Land use is primarily business, which caters to both the local population and the needs of tourists which cannot be met on Okaloosa Island. US 98 and Eglin Parkway (SR85) merge in this area often forming a traffic bottleneck at the foot of Brooks Bridge. The area is central to the redevelopment planning of the CRA and is seeing an upsurge in interest in the redevelopment of prime waterfront properties currently underdeveloped with older single family residences (many locally historic). National historic treasures located here include the Gulfview Hotel site and the Indian Temple Mound. This area includes most of the area forming the designated "Main Street" Program by the Florida Department of State in 1997. The City's museum and new library are also located in this neighborhood.

### ELLIOTT'S POINT

CHARACTERISTICS: Residential, Waterfront

BOUNDARIES: The Elliott's Point Neighborhood refers to the southeastern portion of the City. While Elliott's Point Subdivision and subsequent additions to the original subdivision include lands north and south of Hollywood Boulevard east of Ferry Road, the neighborhood known as Elliott's Point is that area south of Hollywood Boulevard and east of Chicago Avenue. The eastern and southern boundaries are Choctawhatchee Bay.

ATTRIBUTES AND QUALITIES: The Elliott's Point Neighborhood is almost entirely comprised of residential land use. The waterfront properties are all single family residential as are the more eastern inland properties. The western properties are mostly multi-family residentially, although much of the Ocean City Subdivision portion of the neighborhood still exists as single family residential land use. Many of the city's older homes and most prestigious newer homes are co-located in this neighborhood which is characterized by its Spanish moss-laden Oak trees which canopy the many streets. Unfortunately, many of the older frame vernacular homes are being razed for development of more modern homes rather than restored or improved, although some are receiving additions and a new coat of paint. There are no public schools located within this neighborhood that form a central public place, but there are several churches that serve as neighborhood gathering places. The neighborhood also features public parks like Villa Russ Park, which is surrounded by homes and is concealed from casual notice by passersby. Waterfront access is available at Hood Avenue, the end of Hollywood Boulevard, at Shore Drive east of Bay Drive, at the south end of Bay Drive and at Walkedge Drive where there is also a small boat ramp facility.

### FERRY PARK

CHARACTERISTICS: Residential, Waterfront

BOUNDARIES: The Ferry Park Neighborhood is located in the northeast corner of the main portion of the City. The boundaries are Cinco Bayou to the north; Choctawhatchee Bay to the east; Hollywood Boulevard to the south; and Vine Avenue, Buck Drive, Uptown Station, and the Town of Cinco Bayou to the west.

ATTRIBUTES AND QUALITIES: The Ferry Park Neighborhood is comprised almost entirely of single-family residential homes from

the most prestigious to more modest dwellings. Everyone knows the prestigious names Sudduth Circle, Yacht Club Drive and Bay Drive. Unfortunately, the neighborhood includes several properties that are constantly on the list of code enforcement violations, properties that have not been properly maintained and therefore devalue the other well-maintained homes. This neighborhood surrounds the City's Ferry Park/Docie Bass Recreation Center/Elliott's Point Elementary School Complex located at the intersection of Hughes Street with Ferry Road. Other prominent features include Goodthing Lake, formerly Lake Earl, a brackish body of water with a precarious outlet to Choctawhatchee Bay. Land uses also include a few residence-offices along Buck, Staff and Hospital Drives as well as the former hospital site, now an adult congregate living facility (ACLF) and the County Health Department Offices. There is also a small amount of neighborhood convenience commercial uses along Hollywood Boulevard in the southwestern corner of the neighborhood. At the end of Ferry Drive is the well-known Fort Walton Yacht Club, a private yacht club.

### **GARNIER'S BEACH**

**CHARACTERISTICS:** Residential, Waterfront

**BOUNDARIES:** The Garnier's Beach Neighborhood is somewhat isolated from the rest of the City. It lies between the unincorporated area of Okaloosa County known as Ocean City and Cinco Bayou (water body). The boundaries of this neighborhood are at South Street on the north, Choctawhatchee Bay on the east, Cinco Bayou on the South, and Cinco Bayou and Eglin Parkway on the west. The Town of Cinco Bayou lies immediately south of this neighborhood at the foot of the Cinco Bayou Bridge where Eglin Parkway crosses Cinco Bayou.

**ATTRIBUTES AND QUALITIES:** The Garniers Beach Neighborhood is almost entirely comprised of the subdivision named Garniers Beach, which was platted in 1949-50 and is one of the oldest areas of the City. The residential area is small in size, just 247 houses. This neighborhood also includes a waterfront city park, Garniers Beach Park. Commercial uses include a house converted to an insurance office at the southeast corner of South Street and Eglin Parkway; a restaurant located at the southwest corner of Eglin Parkway and South Street; and Mariner Plaza Shopping Center. The neighborhood's location makes it a wonderful hideaway from the hustle and bustle along Eglin Parkway. The area is similar to Bay Drive/Brooks Street in Elliott's Point in that it has large trees forming a canopy along most of its streets. While most of the homes are modest in size there has been a recent trend where homes are being resold, remodeled and enlarged, especially those facing the Bay and Bayou.

### **KENWOOD**

**CHARACTERISTICS:** Primarily Residential

**BOUNDARIES:** The Kenwood Neighborhood is bounded on the north by the U.S. Government's Eglin Air Force Base Reservation; on the east by Chula Vista Bayou and Garnier's Bayou; on the south by Don's Bayou, Racetrack Road and Bob Sikes Boulevard; and on the west by Denton Boulevard, Hospital Drive and Lewis Turner Boulevard.

**ATTRIBUTES AND QUALITIES:** The Kenwood Neighborhood is one of the most desired residential locations in the City, blending the prestige of a golf course setting with the natural waterfront tranquility of Bass Lake and adjacent bayous. The City bought the land for the golf course from the Federal Government in the 1960's for the purpose of providing active and passive recreation opportunities and open space. The City built and maintains two quality 18 hole courses, The Pines and The Oaks. The neighborhood is largely residential and is comprised of single family homes and multi-family complexes, Choctawhatchee high school, Pryor middle school, Kenwood elementary school, the City's Golf Club, Fire Station #2, and Choctaw Plaza. This neighborhood represents the entire area located within the City limits in the area of the Golf Course and is often referred to as the "Golf Course Area". Over the last few decades hundreds of properties have voluntarily annexed to the City forming the Kenwood Neighborhood as it is now constituted; however, there are substantial areas still located in unincorporated Okaloosa County adjacent to this neighborhood, meaning the problems created by irregular municipal boundaries will persist and the Kenwood Neighborhood will remain a distant mile and one-half from the nearest part of the original City limits.

### **NORTHWEST**

**CHARACTERISTICS:** Primarily Residential

**BOUNDARIES:** The Northwest Neighborhood is located in the northwest quadrant of the City. Its boundaries are Beal Parkway NW to the north; the Beal Parkway Neighborhood to the east; Jet Drive, Silva Drive, Willard Road and Holmes Boulevard to the south; and Wright Parkway to the west.

**ATTRIBUTES AND QUALITIES:** The Northwest Neighborhood includes a full range of land use types. Most of the land is comprised of single family residential homes in subdivisions. There are also some multiple family projects primarily located on the fringes of the neighborhood along collector streets such as Wright Parkway and Robinwood Drive, and along Alabama Avenue. Strip commercial development is located along Beal Parkway lying south of its intersection with Yacht Club Drive. Heavy businesses, including moving companies, warehouses and automotive repair and servicing are located along Industrial Street and Hollywood Boulevard in the southeastern portion of the neighborhood. Silver Sands Elementary School is located in the Northwest Neighborhood. The neighborhood is well provided with recreation facilities such as Jet Stadium, Jet Drive Park, a neighborhood park which has active recreation facilities, and Memorial Drive Park which provides passive recreation opportunities. Three other parks provide 12.6 acres of additional open space, although they have not been developed. The Northwest Neighborhood also includes the City-owned Beal Memorial Cemetery and the U.S. Postal Service Office. The diversity of land use types has created some land use conflicts between single family residential areas and more intense commercial/industrial zoning and land use. The Northwest Neighborhood does contain some of the more desirable inland areas to reside in, such as Bayou Woods and Vesta Heights Subdivisions. It also contains some of the

areas which require attention by the City to see that properties are properly maintained.

### OAKLAND

CHARACTERISTICS: Residential

BOUNDARIES: The Oakland Neighborhood is bounded by Northwest Neighborhood to the east, Hollywood Boulevard and the City of Mary Esther to the south, the City of Mary Esther and Mary Esther Cutoff to the west, and Mary Esther Cutoff to the north.

ATTRIBUTES AND QUALITIES: The Oakland Neighborhood's predominant land use is detached single family residential homes in platted subdivisions. This neighborhood also has a number of multiple family projects, primarily zero-lot line and townhomes. Strip commercial development is located along Mary Esther Cutoff and that portion of Beal Parkway lying south of its intersection with Yacht Club Drive. Businesses, such as warehouses and automotive repair and servicing are located along Hollywood Boulevard in the eastern portion of the neighborhood. There is a small convenience commercial area along Wright Parkway north of Hollywood. Bruner Middle School is the only school located in this neighborhood. The neighborhood is well provided with recreation facilities such as Fred Hedrick Community Center, the Municipal Tennis Center and Oakland Heights School Athletic Fields. Cecelia Park is a mini-park that provides passive recreation opportunities. The Oakland Neighborhood also includes the City's Public Works Maintenance Yard located on Hollywood Boulevard between Jet Drive and Memorial Parkway and Liza Jackson Charter School.

### SEABREEZE

CHARACTERISTICS: Mixed Zoning, Waterfront

BOUNDARIES: The Seabreeze Neighborhood extends from Hollywood Boulevard on the north, Bass Avenue and Robinwood Drive to the east, Santa Rosa Sound on the south, and the City of Mary Esther on the west.

ATTRIBUTES AND QUALITIES: The Seabreeze Neighborhood is one of the most diverse neighborhoods relative to land use, including single family residential in the Santa Rosa Park, Seabreeze and Santasia Park Subdivisions, multiple family residential in the Fountainhead and Jackson Trail Apartment Complexes, professional offices in complexes like Paradise Village, highway commercial uses like the restaurants, hotel/motels and new car dealerships, light industrial uses like the United Parcel Service and Keego Brick; and utilities like Gulf Power Company. There is an abundance of public and quasi-public land uses such as schools (Edwins Elementary and Fort Walton Beach High) and churches (St. Mary's Catholic, First Church of Christian Science, Holy Trinity Lutheran Church, Nazarene Church, and the Seventh Day Adventists). St. Mary's also has a parochial school for First through Eighth grades. Public parks include Liza Jackson Park and the Memorial Park/Senior Citizens Center.

### SOUTH BAYOU

CHARACTERISTICS: Residential, Waterfront

BOUNDARIES: The South Bayou Neighborhood's southern boundary is the major arterial road Beal Parkway NW. The eastern boundary is where the City limits abut those of the Town of Cinco Bayou. To the west lies unincorporated Okaloosa County near where Mary Esther Cutoff (SR 393) intersects Beal Parkway.

ATTRIBUTES AND QUALITIES: The South Bayou Neighborhood is one of the most prestigious in the City. Many fine homes are located along the waterfront on large lots at the end of the numerous cul-de-sacs. Most of the streets begin at Beal Parkway and wind toward the waterfront. This area also has a nice tree canopy along many of the streets. There are several passive parks located throughout the neighborhood, Briarwood Park, Mimosa Park and Ewing Park. The neighborhood is almost entirely composed of single family detached residential subdivisions. The lone exception is a small commercial area located at Howell Drive/Beal Parkway comprising an office for a cellular phone company and a medical office.

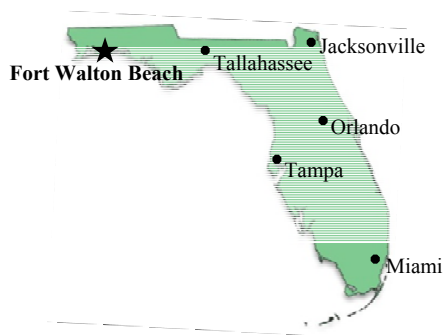
### W.E. COMBS

CHARACTERISTICS: Primarily Commercial

BOUNDARIES: The Combs-New Heights Neighborhood is comprised largely of the City's Commerce and Technology Park. It is bounded on the north by unincorporated Okaloosa County, on the east by the Sylvania Heights area of Okaloosa County and Mary Esther Cut-Off, on the south by the City of Mary Esther and to the west by Hurlburt Field, which is part of the Eglin Air Force Base Complex.

ATTRIBUTES AND QUALITIES: The Combs-New Heights Neighborhood includes Combs-New Heights elementary school, which gives the neighborhood its name, and dates to the 1950's and 1960's when most of the residential areas were platted. These subdivisions were annexed to the City by special election for large areas and by individual voluntary requests during the early 1960's. The residential area is a quiet area which lies between Gap Creek and Lovejoy Road and until the early 1990's had no sanitary sewer or paved roads. The residential area's proximity to the industrial and heavy business area to the south and west as well as the very rundown unincorporated area, Sylvania Heights, located to the east, provides a myriad of incompatible land uses. Hurlburt Arms, a multifamily subdivision/apartment complex, is an enclave that lies between Mary Esther on the south, east and west, and the City's Industrial Park on its north, near Anchors Street. A large portion of this neighborhood is industrial, warehousing and wholesaling enterprises, which were developed on land owned and strictly controlled by the City from the 1960's until 1994. Most of the industrially zoned lands are developed although there are still several tracts that have never been sold.

## LOCATION



## WEATHER

Summer Temp. 83°F



Winter Temp. 61°F



Annual Rainfall 62"



## LOCAL AREA ECONOMY

### Top 10 Employers

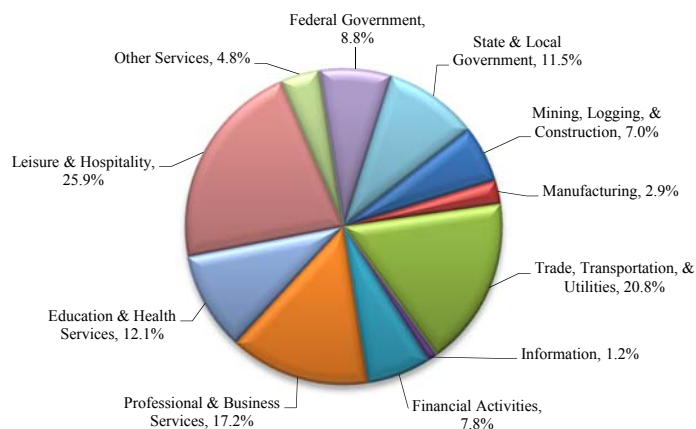
Employer	Product/Service	Employees
USAF – Eglin*	Air Force Development Test Center	17,040
USAF – Hurlburt**	Air Force Special Ops Command	11,574
Okaloosa County School District	Education Services	5,117
Walmart (Okaloosa Combined)	Consumer Products	1,363
Fort Walton Beach Medical Center	Medical Services	1,222
Northwest Florida State College	Education Services	1,081
Okaloosa County***	Local Government Services	936
Reliance Test and Technology	Military Technical Support	750
North Okaloosa Medical Center	Medical Services	652
BAE	Military Technical Support	545

\*Includes military, civilian, and contractor personnel

\*\*Includes military and civilian personnel

\*\*\*Includes County Commission, Clerk of Court, Property Appraiser, Sheriff, Supervisor of Elections, and Tax Collector

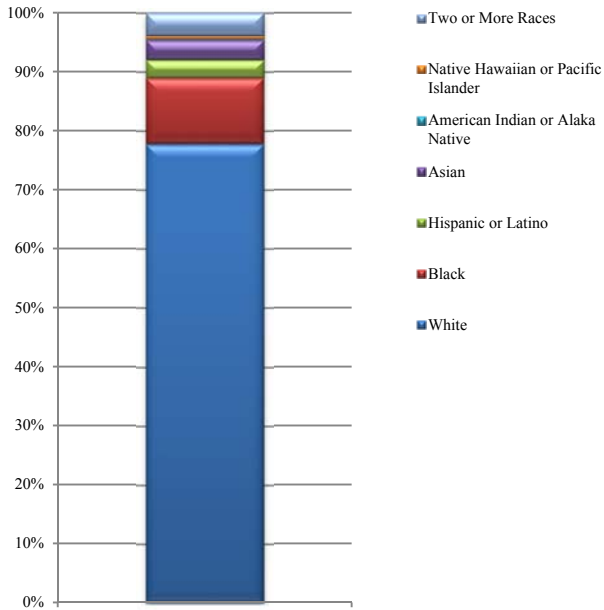
### Non-Agricultural Employment by Industry



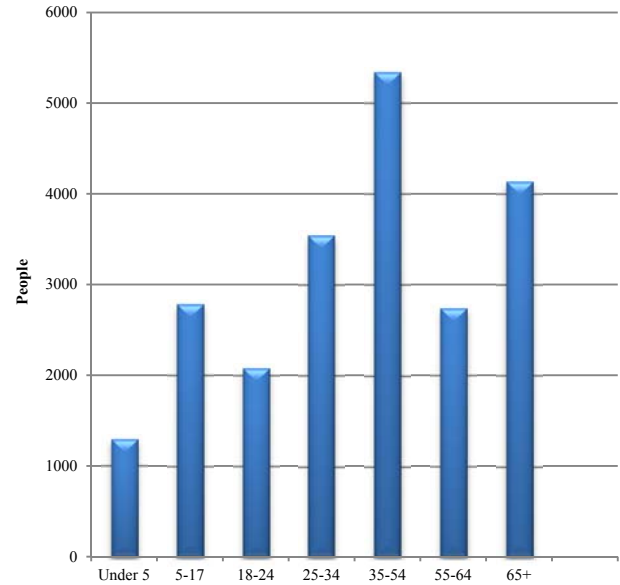


## DEMOGRAPHICS

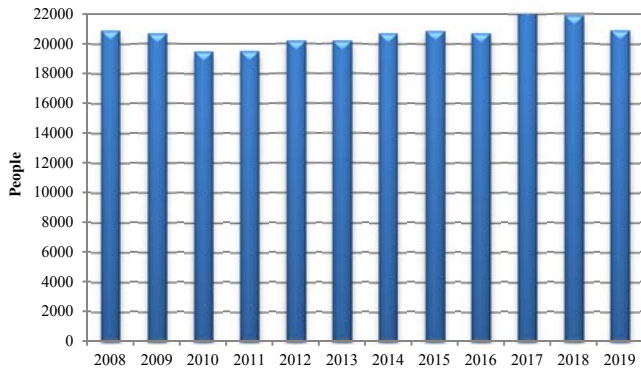
FWB Population by Race



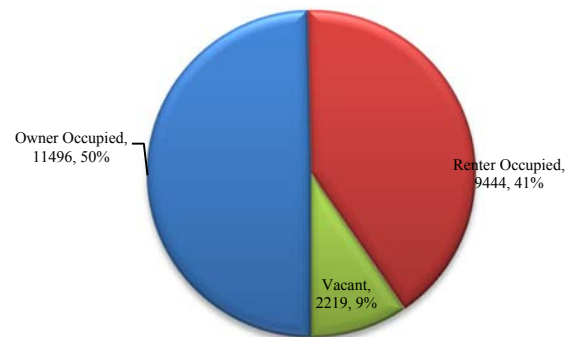
FWB Age Distribution



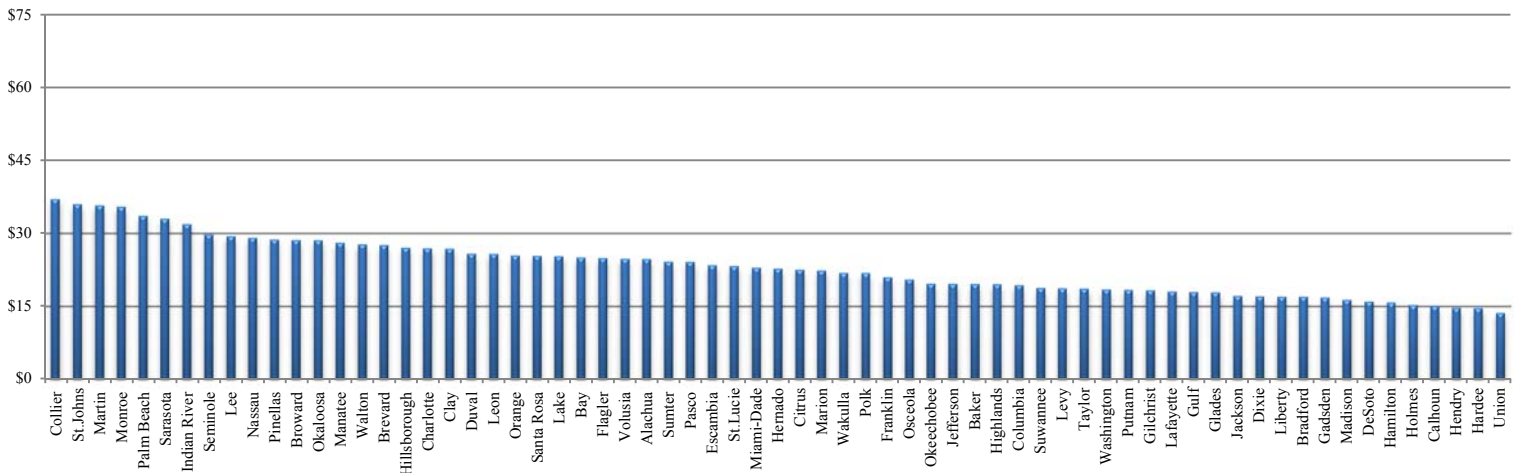
FWB Population



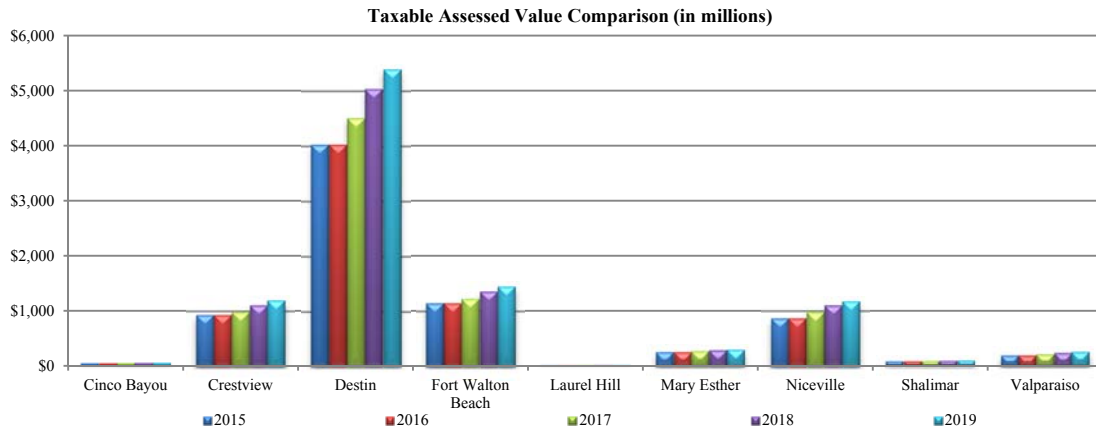
Housing Units



Median Income by Florida County (in thousands)



## PROPERTY TAXES



### Property Tax Burden Comparison for Okaloosa County's Residents

<u>Municipality</u>	<u>Total Millage</u>	<u>Taxable Value</u>	<u>Population</u>	<u>Ad Valorem per Capita</u>
Laurel Hill	14.0246	\$17.4M	609	\$592
Valparaiso	15.5486	\$234.2M	5,195	\$751
Crestview	17.4712	\$1110.0M	24,664	\$632
Mary Esther	14.7593	\$286.6M	4,370	\$1,030
Niceville	14.2246	\$1105.6M	15,579	\$1,141
<b>Fort Walton Beach</b>	<b>16.1641</b>	<b>\$1353.4M</b>	<b>22,284</b>	<b>\$960</b>
Shalimar	15.2746	\$99.1M	824	\$1,673
Cinco Bayou	16.2746	\$52.7M	438	\$1,605
Destin	13.1396	\$5036.3M	14,077	\$4,361
Okaloosa County*	14.1246	\$17453.6M	202,970	\$1,215

\*Multiple fire districts serve the unincorporated areas, with varying millage rates

*Fort Walton Beach is the only full-service city, providing police, fire, water & sewer, garbage, and stormwater services along with recreational programs, senior center, library, museums, and two 18-hole golf courses.*

### Top 10 Fort Walton Beach Taxpayers – 2018

<u>Taxpayer</u>	<u>Total Taxable Value</u>	<u>Percentage</u>
Gulf Power Co.	\$ 21,730,963	1.61%
Suso 2 Uptown, LP	16,034,926	1.18%
DJD Investments of FL II LLC	7,551,299	0.56%
DRS Training & Control	6,516,662	0.48%
99 Eglin LTD	6,315,421	0.47%
Cox Communications Gulf Coast, LLC	6,203,229	0.46%
Pacifica Walton Beach LLC	6,024,781	0.45%
Fort Walton Machining, Inc.	5,639,257	0.42%
PSH of Okaloosa LLC	5,316,256	0.40%
ECH II Captains Quarters, LLC	5,017,416	0.37%
	<u>\$ 86,380,210</u>	<u>6.38%</u>
Other Taxpayers	\$ 1,267,035,305	93.62%
Total Taxable Assessed Value	\$ 1,353,415,515	100.00%



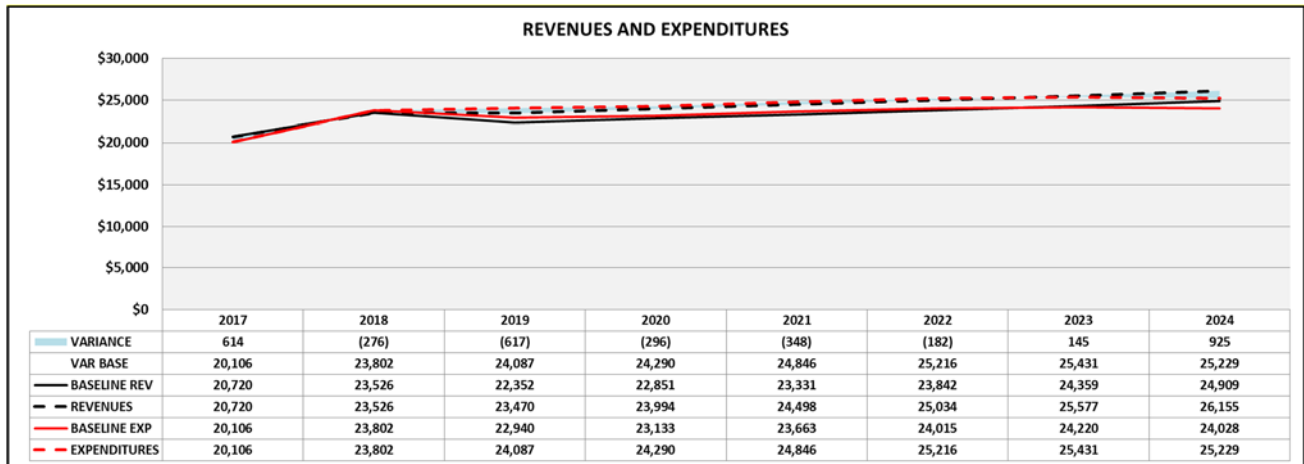
## Statistical Information

Department and/or Service	Fee Description	Current Rate				Current Rate Implemented
Water & Wastewater Rates Effective October 1, 2018						
Monthly Water Rates <sup>(1,2)</sup>		Residential		Commercial		Res 2014-21 10/28/14
	Lifeline Rate <sup>(4)</sup>	Inside	Outside <sup>(3)</sup>	Inside	Outside <sup>(3)</sup>	Res 2014-21 10/28/14
	Lifeline Rate <sup>(4)</sup>	\$11.21	\$14.01	\$11.21	\$14.01	Res 2014-21 10/28/14
	Monthly Base Charge, Meter Size:					Res 2014-21 10/28/14
	3/4"	\$11.21	\$14.01	\$11.21	\$14.01	Res 2014-21 10/28/14
	1.0"	\$11.21	\$14.01	\$11.21	\$14.01	Res 2014-21 10/28/14
	1.5"	\$15.23	\$19.04	\$15.23	\$19.04	Res 2014-21 10/28/14
	2.0"	\$25.89	\$32.36	\$25.89	\$32.36	Res 2014-21 10/28/14
	3.0"	\$39.45	\$49.31	\$39.45	\$49.31	Res 2014-21 10/28/14
	4.0"	\$49.30	\$61.63	\$49.30	\$61.63	Res 2014-21 10/28/14
	6.0"	\$78.43	\$98.04	\$78.43	\$98.04	Res 2014-21 10/28/14
	8.0" & 10.0"	\$117.54	\$146.93	\$117.54	\$146.93	Res 2014-21 10/28/14
	Multi-Residential / Multi-Commercial, Additional per Unit	\$8.30	\$10.38	\$8.30	\$10.38	Res 2014-21 10/28/14
	Gallage Rate-per 1,000 gallons per unit			Inside	Outside <sup>(3)</sup>	Res 2014-21 10/28/14
	Block 1 (0-2,000)			Included in Monthly Base Charge		Res 2014-21 10/28/14
	Block 2 (2,001 - 4,000)			\$3.34	\$4.18	Res 2014-21 10/28/14
	Block 3 (4,001 - 8,000)			\$4.09	\$5.11	Res 2014-21 10/28/14
	Block 4 (8,001 +)			\$6.13	\$7.66	Res 2014-21 10/28/14
Monthly Wastewater Rates <sup>(2)</sup>		Residential		Commercial		Res 2014-21 10/28/14
	Lifeline Rate <sup>(4)</sup>	\$24.57		\$29.49		Res 2014-21 10/28/14
	+ Diminishing Charge <sup>(6)</sup>	<u>\$ 0.38</u>		<u>\$0.38</u>		Res 2014-21 10/28/14
	Total Lifeline Rate <sup>(4)</sup>	\$24.95		\$29.87		Res 2014-21 10/28/14
	Monthly Base Charge	\$24.57		\$29.49		Res 2014-21 10/28/14
	+ Diminishing Charge <sup>(6)</sup>	<u>\$ 0.38</u>		<u>\$0.38</u>		Res 2014-21 10/28/14
	Monthly Base Charge	\$24.95		\$29.87		Res 2014-21 10/28/14
	Gallage Rate-per 1,000 gallons per unit <sup>(4,5)</sup>					Res 2014-21 10/28/14
	Block 1 (0-2,000)			Included in Monthly Base Charge		Res 2014-21 10/28/14
	Block 2 (2,001 +)	\$7.72		\$9.27		Res 2014-21 10/28/14
	+ Diminishing Charge <sup>(6)</sup>	<u>\$0.38</u>		<u>\$0.38</u>		
	Block 2 (2,001 +)	\$8.10		\$9.65		Res 2014-21 10/28/14
<sup>(1)</sup> Irrigation customers subject to water rates as outlined herein; <sup>(2)</sup> Monthly Base Charge is per Unit. Residential Single Family and Commercial count as 1 unit. Multi-Family and Multi-Commercial are billed according to meter size and unit count; <sup>(3)</sup> Outside City surcharge of 25% for water; <sup>(4)</sup> Single family residence with less than 2,000 gallons per month; <sup>(5)</sup> Residential service capped at 16,000 gallons per unit. Diminishing charge is adjusted annually and is used for capital projects in the wastewater operations.						
Stormwater Management Fee Effective October 1, 2018						
	Residential Property (includes all single family and multi-family residential dwelling units)	\$5.00 per month per residential dwelling unit				Res 2014-21 10/28/14
	Commercial Property	Base ERU = Total impervious surface on property divided by the residential ERU of 3,200 S.F. or one (1) ERU, whichever is greater				Res 2014-21 10/28/14

SELECT FEE SCHEDULES					
Basic Garbage Rates					
	Residential:	Garbage	Tipping*	Total	
	One Container	\$10.60	\$6.45	\$17.05	Res 2013-2 01/08/13
	Two Containers	\$21.20	\$12.80	\$34.00	Res 2013-2 01/08/13
	Residential Dumpsters, Individual meters	\$10.60	\$6.45	\$17.05	Res 2013-2 01/08/13
	Commercial:				
	One Container	\$28.60	\$7.25	\$35.85	Res 2013-2 01/08/13
	Two Containers	\$57.20	\$14.55	\$71.75	Res 2013-2 01/08/13
	Sharing Dumpster (Minimum charge)	\$28.60	\$7.25	\$35.85	Res 2013-2 01/08/13
	2 Cubic Yards:				
	2 Cubic Yards, 2 x week	\$60.70	\$52.40	\$113.10	Res 2013-2 01/08/13
	2 Cubic Yards, 3 x week	\$91.05	\$78.50	\$169.55	Res 2013-2 01/08/13
	2 Cubic Yards, 4 x week	\$121.45	\$104.55	\$226.00	Res 2013-2 01/08/13
	2 Cubic Yards, 5 x week	\$151.75	\$130.70	\$282.45	Res 2013-2 01/08/13
	2 Cubic Yards, 6 x week	\$182.10	\$156.80	\$338.90	Res 2013-2 01/08/13
	4 Cubic Yards:				
	4 Cubic Yards, 2 x week	\$85.70	\$104.55	\$190.25	Res 2013-2 01/08/13
	4 Cubic Yards, 3 x week	\$128.55	\$156.80	\$285.35	Res 2013-2 01/08/13
	4 Cubic Yards, 4 x week	\$171.40	\$209.05	\$380.45	Res 2013-2 01/08/13
	4 Cubic Yards, 5 x week	\$214.25	\$261.30	\$475.55	Res 2013-2 01/08/13
	4 Cubic Yards, 6 x week	\$257.10	\$313.55	\$570.65	Res 2013-2 01/08/13
	6 Cubic Yards:				
	6 Cubic Yards, 2 x week	\$112.50	\$156.80	\$269.30	Res 2013-2 01/08/13
	6 Cubic Yards, 3 x week	\$168.75	\$235.20	\$403.95	Res 2013-2 01/08/13
	6 Cubic Yards, 4 x week	\$224.95	\$313.55	\$538.50	Res 2013-2 01/08/13
	6 Cubic Yards, 5 x week	\$281.20	\$391.90	\$673.10	Res 2013-2 01/08/13
	6 Cubic Yards, 6 x week	\$337.45	\$470.35	\$807.80	Res 2013-2 01/08/13
	8 Cubic Yards:				
	8 Cubic Yards, 2 x week	\$135.70	\$209.05	\$344.75	Res 2013-2 01/08/13
	8 Cubic Yards, 3 x week	\$203.55	\$313.55	\$517.10	Res 2013-2 01/08/13
	8 Cubic Yards, 4 x week	\$271.40	\$418.05	\$689.45	Res 2013-2 01/08/13
	8 Cubic Yards, 5 x week	\$339.25	\$522.60	\$861.85	Res 2013-2 01/08/13
	8 Cubic Yards, 6 x week	\$407.10	\$627.05	\$1034.15	Res 2013-2 01/08/13
	One time fee to change size of dumpster		\$25.00		Res 07-15 09/05/07
	Compactor	Commercial Rate x 3 x Bulk Container(s)			Res 2012-3 02/14/12
*The Tipping Component of Fees will be adjusted based on the City's current contract with Allied Waste.					Res 2013-2 01/08/13
Commercial Recycling Rates					
	4 Cubic Yards:	Garbage	Tipping*	Total	
	4 Cubic Yards, 2 x week	\$112.70	\$0.00	\$112.70	Res 2012-6 03/27/12
	4 Cubic Yards, 3 x week	\$169.00	\$0.00	\$169.00	Res 2012-6 03/27/12
	4 Cubic Yards, 4 x week	\$225.35	\$0.00	\$225.35	Res 2012-6 03/27/12
	4 Cubic Yards, 5 x week	\$281.70	\$0.00	\$281.70	Res 2012-6 03/27/12
	6 Cubic Yards:				
	6 Cubic Yards, 2 x week	\$169.00	\$0.00	\$169.00	Res 2012-6 03/27/12
	6 Cubic Yards, 3 x week	\$253.50	\$0.00	\$253.50	Res 2012-6 03/27/12
	6 Cubic Yards, 4 x week	\$338.00	\$0.00	\$338.00	Res 2012-6 03/27/12
	6 Cubic Yards, 5 x week	\$422.50	\$0.00	\$422.50	Res 2012-6 03/27/12
	8 Cubic Yards:				
	8 Cubic Yards, 2 x week	\$225.35	\$0.00	\$225.35	Res 2012-6 03/27/12
	8 Cubic Yards, 3 x week	\$338.00	\$0.00	\$338.00	Res 2012-6 03/27/12
	8 Cubic Yards, 4 x week	\$450.70	\$0.00	\$450.70	Res 2012-6 03/27/12
	8 Cubic Yards, 5 x week	\$563.35	\$0.00	\$563.35	Res 2012-6 03/27/12
	Contaminated Load Fee (per dump) - 4 CY	\$20.00	\$31.20	\$51.20	Res 2013-2 01/08/13
	Contaminated Load Fee (per dump) - 6 CY	\$20.00	\$56.10	\$76.10	Res 2013-2 01/08/13
	Contaminated Load Fee (per dump) - 8 CY	\$20.00	\$87.20	\$107.20	Res 2013-2 01/08/13

## FIVE-YEAR FINANCIAL FORECASTS

### General Fund



Pro-Forma for Utilities Fund - 401						
	Adopted	PROJECTED				
	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24
Service Fees - Water, resid	2,350,903	2,503,806	2,566,401	2,630,561	2,696,325	2,763,733
Service Fees - Sewer, resid	4,811,637	4,661,300	4,777,833	4,897,278	5,019,710	5,145,203
Service Fees - Water, comm	1,419,650	1,398,616	1,433,581	1,469,421	1,506,156	1,543,810
Service Fees - Sewer, comm	2,093,128	2,153,395	2,207,230	2,262,411	2,318,971	2,376,945
Connection Fees	48,506	264,176	266,818	269,486	272,181	274,903
Service Charges & Penalties	249,684	194,950	196,900	198,868	200,857	202,866
<b>Operating Revenues</b>	<b>10,973,508</b>	<b>11,176,243</b>	<b>11,448,762</b>	<b>11,728,025</b>	<b>12,014,201</b>	<b>12,307,460</b>
Interest & Other Revenues	147,491	88,576	90,348	92,154	93,998	95,878
<b>Non-Operating Revenues</b>	<b>147,491</b>	<b>88,576</b>	<b>90,348</b>	<b>92,154</b>	<b>93,998</b>	<b>95,878</b>
<b>TOTAL REVENUES</b>	<b>11,120,999</b>	<b>11,264,818</b>	<b>11,539,110</b>	<b>11,820,180</b>	<b>12,108,198</b>	<b>12,403,338</b>
Salaries	1,585,269	1,646,577	1,682,802	1,719,823	1,757,659	1,796,328
Salaries-Part-Time	14,094	15,100	15,432	15,772	16,119	16,473
Service/Incentive/Leave	108	1,137	1,137	1,137	1,137	1,137
Social Security & Medicare	108,068	111,800	114,036	116,317	118,643	121,016
Pension Contributions	358,999	315,410	318,564	321,750	324,967	328,217
DC Plan Contributions	43,291	51,229	51,741	52,259	52,781	53,309
Medical Insurance	315,867	338,695	355,630	373,411	392,082	411,686
Workers Compensation	48,056	48,469	49,196	49,934	50,683	51,443
<b>Personal Services</b>	<b>2,473,752</b>	<b>2,528,417</b>	<b>2,588,538</b>	<b>2,650,402</b>	<b>2,714,071</b>	<b>2,779,609</b>
Utilities	364,430	373,820	381,296	388,922	396,701	404,635
Repair and Maintenance	466,851	430,385	438,993	447,773	456,728	465,863
Fuel	43,105	35,904	36,263	36,626	36,992	37,362
Other Operating	3,225,316	4,240,818	4,325,634	4,412,147	4,500,390	4,590,398
<b>Operating Expenses</b>	<b>4,099,702</b>	<b>5,080,927</b>	<b>5,182,187</b>	<b>5,285,468</b>	<b>5,390,811</b>	<b>5,498,257</b>
Vehicles & Trucks	483,569	186,000	60,000	60,000	55,000	60,000
Computer HW/SW	1,750	4,520	1,500	1,500	1,500	1,500
Other Capital Outlay	112,773	135,809	150,000	150,000	150,000	150,000
Capital Improvement Projects	42,000	195,000	599,000	500,000	562,500	600,000
<b>Capital Expenses</b>	<b>640,092</b>	<b>521,329</b>	<b>810,500</b>	<b>711,500</b>	<b>769,000</b>	<b>811,500</b>
Debt Service 2015 Refunding	431,000	297,311	664,080	663,116	663,800	664,076
Debt Service - SRF	693,793	1,310,141	943,367	943,367	943,367	943,367
Debt Service 2018 Refunding	-	535,501				
Transfer Out-Cost Allocation	1,130,539	1,155,411	1,180,830	1,206,808	1,233,358	1,260,492
Transfer Out-GF ROI	1,159,647	675,889	675,889	675,889	675,889	675,889
<b>Other Expenses</b>	<b>3,414,979</b>	<b>3,974,253</b>	<b>3,464,166</b>	<b>3,489,180</b>	<b>3,516,414</b>	<b>3,543,824</b>
<b>TOTAL EXPENSES</b>	<b>10,628,525</b>	<b>12,104,926</b>	<b>12,045,391</b>	<b>12,136,550</b>	<b>12,390,296</b>	<b>12,633,190</b>
<b>Net Cash Incr/(Decr)</b>	<b>492,474</b>	<b>(840,108)</b>	<b>(506,281)</b>	<b>(316,370)</b>	<b>(282,098)</b>	<b>(229,853)</b>

# Statistical Information

Pro-Forma for Sanitation Fund - 403						
	Adopted	PROJECTED				
	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24
Service Fees - Resid	1,082,751	1,370,526	1,391,084	1,404,995	1,419,045	1,436,073
Service Fees - Comm	876,776	1,098,418	1,109,402	1,120,496	1,131,701	1,143,018
Service Fees - Recycling	116,683	132,154	134,136	136,148	138,191	140,263
Service Fees - Tipping, Resid	686,162	682,993	693,238	703,636	714,191	724,904
Service Fees - Tipping, Comm	987,323	1,002,495	1,017,532	1,032,795	1,048,287	1,064,012
Fees & Fines	2,272	2,272	2,306	2,341	2,376	2,411
<b>Operating Revenues</b>	<b>3,751,967</b>	<b>4,288,858</b>	<b>4,347,699</b>	<b>4,400,412</b>	<b>4,453,791</b>	<b>4,510,682</b>
Interest & Other Revenues	41,682	27,314	27,860	28,417	28,986	29,566
<b>Non-Operating Revenues</b>	<b>41,682</b>	<b>27,314</b>	<b>27,860</b>	<b>28,417</b>	<b>28,986</b>	<b>29,566</b>
<b>TOTAL REVENUES</b>	<b>3,793,649</b>	<b>4,316,172</b>	<b>4,375,559</b>	<b>4,428,829</b>	<b>4,482,776</b>	<b>4,540,247</b>
Salaries	746,677	779,416	797,343	815,681	834,442	853,634
Social Security & Medicare	48,585	49,612	50,753	51,920	53,115	54,336
Pension Contributions	163,811	157,704	159,281	160,874	162,483	164,107
DC Plan Contributions	21,582	21,061	21,166	21,272	21,378	21,485
Medical Insurance	162,817	192,596	202,226	212,337	222,954	234,102
Workers Compensation	47,142	51,780	52,298	52,821	53,349	53,882
<b>Personal Services</b>	<b>1,190,614</b>	<b>1,252,170</b>	<b>1,283,067</b>	<b>1,314,906</b>	<b>1,347,721</b>	<b>1,381,547</b>
Utilities	9,119	6,583	6,780	6,984	7,193	7,409
Repair and Maintenance	225,831	277,950	283,509	289,179	294,963	300,862
Recycling Transport - comm	-	-	-	-	-	-
Recycling Transport - resid	-	-	-	-	-	-
Landfill Fees - comm	586,340	647,800	651,039	654,294	657,566	660,853
Landfill Fees - resid	481,740	485,100	487,526	489,963	492,413	494,875
Landfill Fees - yard waste	264,260	296,985	298,470	299,962	301,462	302,969
Fuel	124,613	101,871	104,927	108,075	111,317	114,657
Other Operating	162,611	268,783	271,471	274,186	276,927	279,697
<b>Operating Expenses</b>	<b>1,854,514</b>	<b>2,085,072</b>	<b>2,103,722</b>	<b>2,122,643</b>	<b>2,141,841</b>	<b>2,161,323</b>
Vehicles & Trucks	130,000	260,000	260,000	260,000	260,000	260,000
Computer HW/SW	-	-	-	-	-	-
Other Capital Outlay	-	-	-	-	-	-
<b>Capital Expenses</b>	<b>130,000</b>	<b>260,000</b>	<b>260,000</b>	<b>260,000</b>	<b>260,000</b>	<b>260,000</b>
Transfer Out-Cost Allocation	397,564	406,311	410,374	414,478	418,623	422,809
Transfer Out-Franchise Fee	146,401	227,619	228,757	229,901	231,050	232,206
<b>Other Expenses</b>	<b>543,965</b>	<b>633,930</b>	<b>639,131</b>	<b>644,379</b>	<b>649,673</b>	<b>655,014</b>
<b>TOTAL EXPENSES</b>	<b>3,719,093</b>	<b>4,231,172</b>	<b>4,285,920</b>	<b>4,341,928</b>	<b>4,399,235</b>	<b>4,457,884</b>
<b>Net Cash Incr/(Decr)</b>	<b>74,556</b>	<b>85,000</b>	<b>89,639</b>	<b>86,902</b>	<b>83,541</b>	<b>82,363</b>

Pro-Forma for Stormwater Fund - 405						
	Adopted	PROJECTED				
	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24
Service Fees - Resid	585,028	568,676	610,758	645,571	677,850	711,742
Service Fees - Comm	445,625	420,038	451,121	476,835	500,676	525,710
<b>Operating Revenues</b>	<b>1,030,653</b>	<b>988,714</b>	<b>1,061,879</b>	<b>1,122,406</b>	<b>1,178,526</b>	<b>1,237,453</b>
Interest & Other Revenues	8,625	24,894	25,143	25,394	25,648	25,905
<b>Non-Operating Revenues</b>	<b>8,625</b>	<b>24,894</b>	<b>25,143</b>	<b>25,394</b>	<b>25,648</b>	<b>25,905</b>
<b>TOTAL REVENUES</b>	<b>1,039,278</b>	<b>1,013,608</b>	<b>1,087,022</b>	<b>1,147,800</b>	<b>1,204,175</b>	<b>1,263,357</b>
Salaries	208,173	217,848	222,859	227,984	233,228	238,592
Social Security & Medicare	14,549	15,352	15,705	16,066	16,436	16,814
Pension Contributions	43,104	45,058	45,509	45,964	46,423	46,888
DC Plan Contributions	5,039	5,198	5,224	5,250	5,276	5,303
Medical Insurance	35,794	47,141	49,498	51,973	54,572	57,300
Workers Compensation	17,282	21,887	22,106	22,327	22,550	22,776
<b>Personal Services</b>	<b>323,941</b>	<b>352,483</b>	<b>360,900</b>	<b>369,564</b>	<b>378,485</b>	<b>387,672</b>
Utilities	1,403	1,344	1,384	1,426	1,469	1,513
Repair and Maintenance	60,200	50,550	51,561	52,592	53,644	54,717
Fuel	7,623	3,216	3,312	3,412	3,514	3,620
Other Operating	104,369	111,333	112,446	113,571	114,707	115,854
<b>Operating Expenses</b>	<b>173,595</b>	<b>166,443</b>	<b>168,704</b>	<b>171,001</b>	<b>173,333</b>	<b>175,703</b>
Vehicles & Trucks	37,424	119,000	119,000	119,000	119,000	119,000
Computer HW/SW	-	900	900	900	900	-
Other Capital Outlay	-	5,750	-	-	-	-
Capital Improvements	150,000	-	200,000	225,000	250,000	300,000
<b>Capital Expenses</b>	<b>187,424</b>	<b>125,650</b>	<b>319,900</b>	<b>344,900</b>	<b>369,900</b>	<b>419,000</b>
Transfer Out-Cost Allocation	168,507	172,214	173,936	175,676	177,432	179,207
Transfer Out-Franchise Fee	58,251	60,816	61,120	61,426	61,733	62,041
<b>Other Expenses</b>	<b>226,758</b>	<b>233,030</b>	<b>235,056</b>	<b>237,101</b>	<b>239,165</b>	<b>241,248</b>
<b>TOTAL EXPENSES</b>	<b>911,718</b>	<b>877,606</b>	<b>1,084,560</b>	<b>1,122,566</b>	<b>1,160,884</b>	<b>1,223,623</b>
<b>Net Cash Incr/(Decr)</b>	<b>127,560</b>	<b>136,002</b>	<b>2,461</b>	<b>25,234</b>	<b>43,291</b>	<b>39,734</b>

## **GLOSSARY OF TERMS**

### **ACCRUAL BASIS OF ACCOUNTING**

A basis of accounting under which the financial effects of transactions, events, and interfund activities are recognized when they occur, regardless of the timing of related cash flows. All proprietary funds use the accrual basis of accounting.

### **AD VALOREM**

A Latin term meaning “according to value” commonly used when referring to property taxes.

### **ADOPTED BUDGET**

An annual budget approved by City Council each September detailing the revenues and expenditures of the City for the upcoming fiscal year.

### **ANNUAL BUDGET**

A budget applicable to a single fiscal year.

### **AMENDED BUDGET**

A revised version of the adopted budget prepared after the close of each fiscal year to reflect actual revenues and expenditures.

### **AMENDMENT ONE**

A Florida constitutional amendment approved by voters in 2008 that provides 1) an additional \$25,000 homestead exemption, 2) a 10% annual cap for assessed value increases to non-homesteaded properties, 3) a \$25,000 exemption for tangible personal property, and 4) portability of accrued “Save Our Homes” benefits.

### **APPROPRIATED BUDGET**

An expenditure authority created by Ordinance, which is signed into law, and the related estimated revenues. The appropriated budget includes all reserves, transfers, allocations, supplemental appropriations, and other legally authorized legislative and executive changes.

### **APPROPRIATION**

A legal authorization granted by a legislative body to make expenditures and to incur obligations for specific purposes.

### **APPROPRIATION FROM FUND BALANCE**

A non-revenue funding source used to bridge the gap between anticipated revenues and expenditures in the adopted budget of governmental, special revenue, and similar funds.

### **APPROPRIATION FROM NET ASSETS**

A non-revenue funding source used to bridge the gap between anticipated revenues and expenditures in the adopted budget of enterprise funds.

### **ASSESSED VALUE**

A dollar value of property (land and/or structures) assigned by a public tax assessor for the purposes of taxation.

### **BALANCED BUDGET**

The total of all available financial resources (either on hand at the beginning of the fiscal year or generated during the fiscal year) equals or exceeds the total of all financial requirements (either planned spending during the year or funds required to be on hand at the end of the fiscal year). The requirement for a balanced budget is established at the fund level and must be met for each individual fund budgeted. This differs from a “structurally balanced budget”, which requires recurring revenues to equal or exceed recurring

expenditures.

### **BEAL MEMORIAL CEMETERY PERPETUAL CARE FUND**

Accounts for funds accumulated to meet the requirements of maintaining the City owned cemetery.

### **BETTERMENT**

An addition to, or change in, a fixed asset other than maintenance, to prolong its life or increase its efficiency. The cost of the addition or change is added to the book value of the asset.

### **BOND**

A method of issuing debt for the purpose of raising capital, with a term of more than one year and usually with a fixed interest rate.

### **BUDGET**

A plan of financial operation embodying an estimate of proposed expenditures for a given period of time and the proposed means of financing them.

### **BUDGET AMENDMENT**

An increase or decrease in the total adopted budget amount. This must be accomplished by an Ordinance approved by the City Council.

### **BUDGET BASIS**

All funds are budgeted on a cash basis. However, financial statements reflect modified accrual for governmental funds full accrual for proprietary funds. During the year, the City's accounting system is maintained on the same basis as the adopted budget, which enables department budgets to be easily monitored through the accounting system. The major difference between the budget and GAAP for governmental funds is that certain expenditures (e.g. compensated absences and depreciation) are not recognized for budgetary purposes, but are recorded in the accounting system at year-end. For enterprise funds, the difference between this budget and GAAP is that debt principal payments and capital outlay (i.e. fixed assets) are budgeted as expenditures for budgetary purposes, but depreciation and compensated absences are shown on the financial statements. Staff believes this provides a better day-to-day financial plan. However, all activity is recorded in the accounting system at year-end in accordance with GAAP.

### **BUDGET RESIDUALS**

Excess budget funds transferred out of an account by the Finance Department once the budgeted expense has been incurred (e.g. capital purchase, maintenance contract). Reallocation of these funds requires City Manager approval.

### **BUDGET TRANSFER**

A reallocation of funds among line items, within the same fund, with the approval of the City Manager or designee.

### **CAPITAL EXPENDITURE**

An expenditure affecting the government's general fixed assets. Capital expenditures are classified as either a capital outlay or capital improvement program.

### **CAPITAL IMPROVEMENT PROGRAM (CIP)**

A five-year planning and budgeting tool that identifies the acquisition, construction, replacement, or renovation of facilities and infrastructure with a value greater than \$25,000 and a useful life of ten years or more. CIP's may be recurring (e.g. street resurfacing) or

non-recurring (e.g. construction of a new park).

### **CAPITAL OUTLAY**

Generally, a capital outlay item may be defined as an item valued between \$1,000 and \$25,000 with a life expectancy of less than 10 years. Capital outlay includes furniture, equipment, and vehicles needed to support the operation of the City's programs, minor construction projects, landscaping projects, and facility repairs. However, for purposes of budgeting, staff has combined small projects into a CIP when collectively they relate to an overall improvement program or project for a facility or system. For example, the repair of bleachers, batting cages, and lighting at the Softball Complex may be part of a CIP for the renovation of the facility, even though individually the specific items do not meet the CIP threshold.

### **CAPITAL PROJECT**

There are two types of capital expenditures: infrastructure projects and operating programs. Capital projects are addressed in the CIP and generally include major fixed assets or infrastructure with long-term value, such as buildings, roads, and parks. Capital project costs include all expenditures related to planning, design, equipment, and construction and may involve some form of debt financing.

### **CAPITAL PROJECTS FUND**

Accounts for the planned capital improvements to municipal facilities and infrastructure construction.

### **CASH BASIS**

A basis of accounting under which revenues are recognized when cash is received and expenses are recognized when cash is paid.

### **CODE ENFORCEMENT BOARD (CEB)**

Enforces the provisions of the City code and ordinances (i.e. building maintenance, grass height, signage). The board has the authority to impose administrative fines and other non-criminal penalties. The seven members of the board must be residents of the City of Fort Walton Beach and are appointed to three-year terms. The members are limited to two successive terms. The board meets the second Wednesday of each month at 4 PM in the Council Chambers at City Hall.

### **COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUND**

Accounts for funding from the Federal government to provide services to the citizens with a financial need. These services include providing funding to area non-profit social service organizations, rehabilitating single-family homes, and clearing dilapidated structures.

### **COMMUNITY REDEVELOPMENT AGENCY (CRA)**

A public organization that works to improve a specific area (called a Community Redevelopment District) in a community through redevelopment and economic investment. The targeted area must meet the state definition of "slum and blight," which includes 14 conditions such as deteriorating buildings, lack of parking and sidewalks, inadequate roadways, faulty lot layout, flooding problems, and outdated building patterns.

### **COMMUNITY REDEVELOPMENT AGENCY (CRA) BOARD**

Oversees redevelopment projects and recommends infrastructure improvements within the CRA district. The board endeavors to implement specific projects to encourage redevelopment within the CRA district.

**COMMUNITY REDEVELOPMENT AGENCY (CRA) FUND**

A “discretely presented component unit” that accounts for the revenues and expenditures associated with the CRA.

**COMPREHENSIVE ANNUAL FINANCIAL REPORT (CAFR)**

An audited financial report prepared annually per Florida State Statute 218.32.

**COMPREHENSIVE LAND DEVELOPMENT PLAN**

A comprehensive plan which “guides public capital investments, other public fiscal policies, operating policies of the Fort Walton Beach government, and the future use of land in the City” per the Local Government Comprehensive Planning and Land Development Regulation Act (Chapter 163, Florida Statutes). The City’s comprehensive plan may be amended up to twice a year and must be evaluated and updated every five years. The plan must address the following elements: Future Land Use; Traffic Circulation; Sanitary Sewer, Solid Waste, Drainage, Potable Water, and Natural Groundwater; Parks, Recreation, and Open Space; Aquifer Recharge; Capital Improvements; Coastal Management; Conservation; Intergovernmental Coordination; and Housing Element.

**CONNECTION FEE**

A fee charged to join or to extend an existing utility system.

**CONTINGENCIES**

Funds that do not have an identified purpose and are budgeted for unanticipated or emergency purchases or repairs. The State of Florida allows up to a maximum of 10% of anticipated revenues to be allocated toward contingencies.

**DEBT CAPACITY**

The amount of debt that can be repaid in a timely manner without forfeiting financial viability. Includes the determination of the appropriate limit to the amount of long-term debt that can remain outstanding at any point of time, as well as the total amount of debt that can be incurred.

**DEBT RATIO**

A financial ratio that indicates the percentage of assets that are financed via debt; the ratio of total debt (current and long-term) and total assets (current, fixed, and other).

**DEBT SERVICE FUND**

Accounts for the principle and interest payments of General Fund debt.

**DEPARTMENT**

A distinct operating unit within the City, normally contained within one fund, that may or may not be subdivided into divisions.

**DEPRECIATION**

A portion of the cost of a fixed asset, other than waste, charged as an expense during a particular period.

**DISCRETELY PRESENTED COMPONENT UNIT**

In accordance with GASB 14, the City (primary government) is financially accountable if it appoints a voting majority of the component’s governing board and (1) it is able to impose its will on the organization or (2) there is a potential for the organization to provide specific financial benefit to or impose specific financial burden on the City. In addition, component units can be other organizations for which the nature and significance of their relationship with the primary government are such that exclusion would cause the reporting entity’s



financial statements to be misleading or incomplete.

**DIVISION**

A specialized component of a department.

**ENTERPRISE FUND**

Accounts for business-type activities of a government that are financed in whole or part by user fees, such as utilities, mass transit, and airports.

**EQUITY IN POOLED CASH**

Each fund's proportionate share of the City's investment and checking accounts is called equity in pooled cash. The City commingles each fund's resources for practical and investment purposes, which is permissible by generally accepted accounting principles.

**EXPENDITURE**

A decrease in net financial resources. Expenditures include current operating expenses requiring the present or future use of net current assets, debt service, capital outlays, inter-governmental grants, entitlements, or shared revenues.

**EXPENSE**

A use of assets or incurrence of liabilities (or a combination of both) from delivering or producing goods, rendering services, or carrying out other activities that constitute the entity's ongoing major or central operations.

**FIDUCIARY FUND**

Type of fund used to account for assets not available to support the government's programs that are held in a trustee or agent capacity. Includes private-purpose trust, pension and other employee benefit trust, investment trust, and agency fund types.

**FISCAL YEAR**

The City's budget year, which runs from October 1 to September 30.

**FORFEITURE**

An automatic loss of cash or other property as a penalty for not complying with legal provisions and as compensation for the resulting damages or losses. This term should not be confused with confiscation. The latter term designates the actual taking over of the forfeited property by the government. Even after property has been forfeited, it is not considered confiscated until the government claims it.

**FRANCHISE FEE**

A fee levied in proportion to gross receipts on business activities of all or designated types of businesses.

**FULL-TIME EQUIVALENT (FTE)**

One position funded for a full year. Either one full-time position funded at 40 hours/week for 52 weeks/year or multiple part-time positions whose funding equates to 40 hours/week for 52 weeks/year.

**FUND**

A fiscal and accounting entity with a self-balancing set of accounts recording cash and other financial resources, together with all related liabilities and residual equities or balances, and changes therein, which are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions, or limitations.

**FUND BALANCE**

The difference between current financial assets and liabilities accounted for in a governmental fund; the net available financial resources externally or internally constrained as to use. Might be better described as a measure of liquidity rather than net worth. It attempts to measure how much would be left over at the end of the current fiscal year for the subsequent fiscal year's budget were the government to budget in accordance with generally accepted accounting principles (GAAP).

**GASB 34**

An accounting standard issued by the Governmental Accounting Standards Board applicable to all state and local governments. Compliance with GASB 34 is necessary in the preparation of financial statements in accordance with Generally Accepted Accounting Principles.

**GENERAL FUND**

Accounts for primarily unrestricted resources and those resources not requiring reporting elsewhere. This fund exists from inception of the government throughout the government's existence.

**GENERAL OBLIGATION BOND**

A bond for which payment is pledged based on the full faith and credit of the issuing government.

**GENERALLY ACCEPTED ACCOUNTING PRINCIPLES (GAAP)**

A uniform accounting and financial reporting system used by the City to accurately track all government expenditures, revenues, assets, and liabilities.

**GOVERNMENT FINANCE OFFICERS ASSOCIATION (GFOA)**

A professional association of state and local finance officers that has served the public finance profession since 1906.

**GOVERNMENTAL ACCOUNTING STANDARDS BOARD (GASB)**

An organization that establishes and improves the standards of state and local governmental accounting and financial reporting to produce meaningful information for users of financial reports.

**GOVERNMENTAL FUND**

Type of fund through which most governmental functions typically are financed and accounts for taxes, grants, and similar resources. Includes general, special revenue, capital projects, debt service, and permanent fund types. May be referred to as "source and use" funds.

**IMPACT FEE**

Imposed on new construction in order to support specific new demands on a given service (i.e. streets, water lines, sewer lines, parks, police, fire).

**IMPROVEMENT OTHER THAN BUILDING**

An attachment or annexation to land that is intended to remain attached or annexed, such as sidewalks, trees, drives, tunnels, drains, and sewers. Sidewalks, curbing, sewers and highways are sometimes referred to as betterments, but the term "improvements" is preferred.

**INVESTMENT**

Most commonly, securities and real estate held for the production of revenues in the form of interest, dividends, rentals, or lease payments. The term does not include fixed assets used in government operations.

**LAW ENFORCEMENT TRUST and TRAINING FUNDS (LETfs)**

The Law Enforcement Trust Fund accounts for funds received from the sale of confiscated property that are used for drug enforcement. The Law Enforcement Training Fund accounts for funds received from court fines that are used for additional Police Department training.

**LEGAL DEBT LIMIT**

The State of Florida does not place a legal limit of debt on the municipalities. For general obligation debts greater than one year, the City must conduct a voter referendum process. Special revenue debt is pledged by a specific revenue source and limited by available revenue; therefore it is not subject to voter referendum.

**LEGISLATIVE COMMITTEE ON INTERGOVERNMENTAL RELATIONS**

Branch of the Department of Revenue that computes and published estimates for the following state-shared revenue sources: communication services tax, half-cent sales tax, local option fuel tax, and municipal revenue sharing.

**MACHINERY AND EQUIPMENT**

Property that does not lose its identity when removed from its location and is not changed materially or consumed immediately (i.e. within one year) by use.

**MAJOR FUND**

Any fund constituting 10% or more of the appropriated budget, and typically presented separately on summary charts.

**METROPOLITAN STATISTICAL AREA (MSA)**

A core area containing a substantial population nucleus, together with adjacent communities having a high degree of social and economic integration with that core. The Fort Walton Beach MSA includes all of Okaloosa County.

**MILLAGE RATE**

A tax rate on property expressed in mills per dollar value of property. One mill equals \$1 per \$1,000 of assessed taxable property value.

**MODIFIED ACCRUAL BASIS OF ACCOUNTING**

A basis of accounting under which revenues are recognized in the accounting period in which they become both available and measurable and expenditures are recognized in the accounting period in which the fund liability is incurred, if measurable, except for unmatured interest on general long-term debt and certain similar accrued obligations, which should be recognized when due. All governmental funds use the modified accrual basis of accounting.

**MUNICIPAL PLANNING BOARD (MPB)**

Acts in an advisory capacity to the City Council on rezoning and development regulations, and monitors the implementation of the City's Comprehensive Plan. The seven members serve four-year terms, must be City of Fort Walton Beach residents, and are limited to two successive terms. The board meets the first Thursday of each month at 5 PM in the Council Chambers at City Hall.

**MUNICIPALITY**

A political unit, such as a city, town, or village, incorporated for local self-government.

**NET ASSETS**

The difference between assets and liabilities accounted for in an enterprise fund. Might be described as a measure of net worth. It attempts to measure how much left over at the end

of the current fiscal year for the subsequent fiscal year's budget were the government to budget in accordance with generally accepted accounting principles (GAAP).

**NON-MAJOR FUND**

Any fund constituting less than 10% of the appropriated budget, and typically presented in the aggregate with like funds on summary charts.

**NON-OPERATING EXPENSE**

A fund expense not directly related to the fund's primary activities.

**NON-OPERATING REVENUE**

A fund revenue incidental to or a by-product of the fund's primary activities.

**NON-RECURRING EXPENSE**

A one-time expense, such as the purchase of a computer or a piece of equipment.

**OPERATING BUDGET**

A plan 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 a government are controlled.

**OPERATING TRANSFER**

An inter-fund transfer other than a residual equity transfer (i.e. a legally authorized transfer from a fund receiving revenue to the fund through which the resources are to be expended).

**ORDINANCE**

A formal legislative enactment by the governing body of a municipality. If it is not in conflict with any higher form of law, such as state statute or constitutional provision, it has the full force and effect of law within the boundaries of the municipality to which it applies. Ordinarily, the statutes or charter will specify or imply those legislative actions that must be by ordinance and those that may be by resolution. The difference between an ordinance and a resolution is that the latter requires less legal formality and has a lower legal status. Revenue raising measures, such as the imposition of taxes, special assessments, and service charges, universally require ordinances.

**PAY AS YOU GO**

A type of financing whereby current revenues, taxes, and/or grants rather than long term debt are used to pay for capital improvements.

**PAY AS YOU USE**

A type of financing whereby long term debt rather than current revenues is used to pay for capital improvements.

**PERSONAL SERVICES**

The combination of regular wages, overtime, incentive pay, social security, Medicare, and benefits including deferred compensation, retirement, insurance (dental, health, & life), and worker's compensation.

**PLAN FOR NEIGHBORHOOD ACTION (PNA)**

The action plan developed by each neighborhood in response to the issues and concerns brought forward by that particular neighborhood in the Great Neighborhoods Partnership Program. The PNA's are then placed in the future land use element of the City's Comprehensive Plan Directions.

**PRO FORMA**

A financial statement for an enterprise fund that illustrates projected cash flows and changes in net assets. Pro forma statements may be used to demonstrate the expected effect of proposed changes to revenues or expenses on the fund's financial viability. Lenders require such statements to structure or confirm compliance with debt covenants such as debt service reserve coverage and debt to equity ratios.

### **PROPRIETARY FUND**

Type of fund used to account for a government's ongoing organizations and activities which are similar to those often found in the private sector. Fund types include enterprise and internal service funds. May be referred to as "income-determining" funds.

### **PUBLIC SAFETY**

The combination of Police and Fire services.

### **RECURRING EXPENSE**

An expense incurred year after year, such as a maintenance contract for software or equipment.

### **REFUND**

To pay back or allow credit for an amount due to an over collection or the return of an object sold.

### **RESOLUTION**

A special or temporary order of a legislative body; an order of a legislative body requiring less legal formality than an ordinance or statute.

### **REVENUE**

An increase in the net current assets of a fund from sources other than expenditure refunds and residual equity transfers.

### **REVENUE BOND**

A bond whose principal and interest are payable exclusively from earnings of an enterprise fund.

### **ROLL-BACK RATE**

The millage rate that will provide the same ad Valorem tax revenue for the taxing authority as was levied during the prior year, exclusive of new construction, additions to structures, deletions, increases in the value of improvements that have undergone a substantial rehabilitation which increased the assessed value of such improvements by at least 100 percent, and property added due to geographic boundary changes.

### **SANITATION ENTERPRISE FUND**

Accounts for the revenues and expenditures of the City's solid waste and recycling operations.

### **“SAVE OUR HOMES”**

A Florida constitutional amendment approved by voters in 1992 that provides a \$25,000 exemption and limits the amount a homestead property can increase in value on the tax rolls each year. The law limits value increases to three percent or a figure equal to the Consumer Price Index - whichever is less.

### **SHARED REVENUE**

Revenue levied by one government but shared on a predetermined basis, often in proportion to the amount collected at the local level, with another government or class of governments.

**SPECIAL PROJECT CARRY-OVER**

A project carried forward to the next fiscal year due to incompleteness. The project was originally budgeted in the year appropriated, so appropriation is likewise carried forward.

**SPECIAL REVENUE FUND**

Accounts for resources restricted by law or contract for specific purposes. The fund exists only for the life of the restriction.

**STATUTE**

A written law enacted by a duly organized and constituted legislative body.

**STORMWATER ENTERPRISE FUND**

Accounts for the revenues and expenditures of the City's stormwater operations.

**STRUCTURALLY BALANCED BUDGET**

Recurring revenues equal or exceed recurring expenditures. This differs from a "balanced budget", which allows the use of fund balance in the event expenditures exceed revenues.

**TAX INCREMENT FINANCING (TIF)**

Florida law allows the use of tax increment financing (TIF) to fund specific public improvement projects in the CRA area. The TIF is determined by the growth in the assessed value of taxable property in the CRA area from the base year to the current tax year and multiplied by the current tax rate for the City and County.

**TRUTH IN MILLAGE (TRIM)**

A uniform method for calculating and reporting ad Valorem tax rates in accordance with Chapter 200 of the Florida State Statutes.

**UTILITIES ENTERPRISE FUND**

Accounts for the revenues and expenditures of the City's water and sewer operations.

**WORKING CAPITAL**

The difference between current assets and current liabilities reported in a proprietary fund. This measure indicates relative liquidity.

## **ACRONYMS**

**CAFR** – Comprehensive Annual Financial Report

**CEB** – Code Enforcement Board

**CDBG** – Community Development Block Grant

**CDS** – Community Development Services

**CIP** – Capital Improvement Program

**CRA** – Community Redevelopment Agency

**DOR** – Department of Revenue

**FBC** – Florida Building Code

**FRDAP** – Florida Recreation and Development Assistance Program

**FDEP** – Florida Department of Environmental Protection

**FTE** – Full-Time Equivalent

**GAAP** – Generally Accepted Accounting Principles

**GASB** – Governmental Accounting Standards Board

**GFOA** – Government Finance Officer's Association

**LCIR** – Legislative Committee on Intergovernmental Relations

**LDC** – Land Development Code

**LETf** – Law Enforcement Trust/Training Fund

**MPB** – Municipal Planning Board

**MSA** – Metropolitan Statistical Area

**NPDES** – National Pollutant Discharge Elimination System

**PNA** – Plan for Neighborhood Action

**SRF** – State Revolving Fund

**TIF** – Tax Increment Financing

**TRIM** – Truth In Millage

**CITY OF FORT WALTON BEACH**  
**FY 2019-20 Grant & CIP Project Carryovers**  
**Council Meeting 9/18/2019**

Project	Account	Amount
Purchase Module from Central Square	001-0800-521-3100	19,000
Staff Training	001-0800-521-4000	10,000
Axon Car Cameras	001-0800-521-4610	483
Level 4 Trauma vests, outer carriers, drug test kits, new duty equipment	001-0800-521-5200	16,000
Staff Training	001-0800-521-5500	18,443
Station 7 training room	001-0900-522-6401	6,332
Tennis Center Bldg & Playground	001-1000-572-6310	14,859
Tennis Center Bldg & Playground	001-1000-572-6406	25,000
Street Resurfacing	001-5018-541-6351	76,588
New Field Office Complex	001-5147-519-6310	6,071,161
Sidewalk Construction	001-5306-541-6353	13,963
Golf Course Shade Covering for Equipment Lift	001-1045-572-5250	20,000
<b>General Fund</b>		<b>6,291,829</b>
Carson & Third Streetscape last two segments	109-5607-552-6310	81,235
<b>CRA Fund</b>		<b>81,235</b>
Microsoft SQL Software	401-1305-536-6420	15,624
New Truck	401-1310-533-6404	1,209
Upgrade Hypertac Well Monitoring System	401-1310-533-6362	70,000
Waterline Replacement Windemere Court	401-5056-533-6360	6,475
Waterline Replacement Higdon Court	401-5056-533-6360	6,475
Aerator Well 2	401-5500-533-6300	31,268
<b>Utilities Fund</b>		<b>131,051</b>
Dept of Corrections Labor Work Squad	405-1380-538-3400	22,767
Improvements SWMP / Laurie Drive & Okaloosa Road	405-5019-538-6358	99,975
Improvements SWMP / Hollywood Blvd & Lula Belle Lane	405-5019-538-6358	150,000
Anchors Street Grant	405-1591-538-6358	140,338
<b>Sanitation Fund</b>		<b>413,080</b>
<b>Special Project Carry-Over All Funds</b>		<b>\$ 6,917,195</b>



**CITY OF FORT WALTON BEACH**  
**FY 2019-20 Encumbrance Carryovers**  
**Council Meeting 9/18/2019**

PO or PR	Date	Vendor	Description	PO Value	Account	Completion
96842	05/29/19	Studer Community Institute	City Strategic Planning; Dashboard	\$25,000.00	001-0100-511-3100	Dec 2019
97649	09/06/19	Medley Printing	City Resident Survey mailout	\$2,977.60	001-0200-512-4200	Dec 2019
97649	09/06/19	Medley Printing	City Resident Survey mailout	\$1,750.00	001-0200-512-4700	Dec 2019
97670	09/09/19	Mayer Electric Supply Co.	Replace main panel and controls/lighting	\$2,865.00	001-0310-519-4501	Dec 2019
97671	09/09/19	Sequel Electric Supply	Repairs to Volleyball Panel	\$725.88	001-0310-519-4501	Dec 2019
92841	12/28/17	Sequoia Consulting Group	Cost Allocation Plan; RFQ201710-05	\$5,180.00	001-0500-500-3100	Jan 2020
97451	08/21/19	Warren Averett, LLC	Citywide Financial Audit - 2019 (RFQ 10-022)	\$49,458.00	001-0500-513-3200	Mar 2020
155766	08/06/19	Axon Enterprises	PD Interview Rm Equipment	\$24,397.96	001-0800-521-1520	Nov 2019
93832	05/07/18	Superion LLC	PD software; AVL server/ GPS	\$12,952.00	001-0800-521-3100	Sept 2020
97209	07/22/19	HON Company	Training Room Furniture	\$13,297.82	001-0800-521-5200	Oct 2019
97346	08/08/19	Chief Supply	Detective Badges	\$324.74	001-0800-521-5200	Dec 2019
97467	08/22/19	Foremost Productions	CRA Items	\$2,274.82	001-0800-521-5200	Oct 2019
97544	08/27/19	Chief Supply	Refinishing of 5 Police officer badges	\$62.50	001-0800-521-5200	Oct 2019
97545	08/27/19	Ray Allen	Dog Crate	\$825.98	001-0800-521-5200	Nov 2019
97575	08/29/19	Army Navy	Crossing Guard Paddles	\$125.94	001-0800-521-5200	Oct 2019
97620	09/04/19	US Digital Media	USB Drives	\$1,020.50	001-0800-521-5200	Oct 2019
97638	09/05/19	Point Emblems	Challenge Coins	\$897.50	001-0800-521-5200	Oct 2019
97619	09/04/19	Galls	Rain Jackets	\$503.82	001-0800521-5210	Oct 2019
97579	08/29/19	Galls	Collar Brass	\$415.00	001-0800-521-5210	Nov 2019
97648	09/05/19	Galls	PD Uniform Items	\$183.96	001-0800-521-5210	Oct 2019
97653	09/05/19	Lowes	PD Evidence Containers	\$215.52	001-0800-521-5210	Oct 2019
97565	08/29/19	Amazon	Ink Cartridges	\$125.94	001-0800-521-5231	Oct 2019
95618	12/18/18	Dana Safety Supply, Inc.	PD lights for #2553 Replacement	\$1,463.74	001-0800-521-6403	Feb 2020
95619	12/18/18	Duval Ford	Replaces #2566 - 2020 Ford Interceptor - PD	\$39,064.50	001-0800-521-6403	Feb 2020
97073	06/27/19	Duval Ford	Replaces #2589 - Transit Cargo Van; PD	\$28,619.00	001-0800-521-6403	Feb 2020
97075	06/27/19	A World of Signs	PD Graphics - #2589 replacement	\$695.00	001-0800-521-6403	Feb 2020
97076	06/24/19	CogginFord	Replaces #2606 - Ford F150 Pickup Truck; PD	\$22,957.00	001-0800-521-6403	Feb 2020
97078	06/27/19	Mobile Communications of North Fl.	PD communications for #2606 replacement; PD	\$962.95	001-0800-521-6403	Feb 2020
97079	06/27/19	Autonation	Replaces #2553 - Jeep Grand Cherokee; PD	\$24,269.00	001-0800-521-6403	Feb 2020
97080	06/27/19	Mobile Communications of North Fl.	PD communications for #2553 replacement; PD	\$962.95	001-0800-521-6403	Feb 2020
97081	06/24/19	Alan Jay Fleet Sales	Vehicle; Replaces PD#2657 - 2019 Chevy Tahoe; CM	\$37,691.00	001-0800-521-6403	Feb 2020
96424	04/04/19	Sacred Heart Medical Group	Firefighter Physicals	\$10,085.00	001-0900-522-3102	Dec 2019
97603	08/15/19	Ten-8 Fire	FD Bunker Gear	\$11,683.45	001-0900-522-5200	Dec 2019
96752	05/21/19	Witmer Associates	FD Badge	\$98.50	001-0900-522-5210	Nov 2019
97643	08/20/19	Bound Tree Medical	FD Mannequin	\$1,480.00	001-0900-522-5216	Nov 2019
97228	07/24/19	Dana Safety Supply, Inc.	FD lights package; for #2506 replacement; FD	\$3,238.10	001-0900-522-6403	Feb 2020
97229	07/24/19	A World of Signs	FD Graphics package for #2506 replacement; FD	\$1,800.00	001-0900-522-6403	Feb 2020
97230	07/24/19	Williams Communications, Inc.	FD Radio equipment for #2506 replacement; FD	\$3,945.05	001-0900-522-6403	Feb 2020
97231	07/24/19	Fleetco	Replaces #2506 - F350 Rescue Truck; FD	\$20,430.66	001-0900-522-6403	Feb 2020
97233	07/24/19	Mobile Communications of North Fl.	FD Radio installation for #2506 replacement; FD	\$1,520.00	001-0900-522-6403	Feb 2020
87566	06/06/16	Schwalls Consulting LLC	CRS & Floodplain Mgmt Support	\$12,100.00	001-1205-515-3100	Sept 2020
97470	08/22/19	Southern Generator Services	Exhaust system	\$1,924.49	001-1220-519-5203	Dec 2019
96487	04/11/19	Whitrock Associates	Roof repair - City Council Chambers	\$18,175.00	001-1230-519-4640	Dec 2019
97116	07/03/19	Transportation Control Systems	Speed Feedback Signs	\$11,810.00	001-1240-541-6402	Oct 2019
97679	09/10/19	Kelly Tractor	PD equipment - Vertical Mass Light Tower	\$18,500.00	001-1499-521-6402	Oct 2019
155999	08/26/19	Mobile Communications	2 Traffic Message Boards/Radar System	\$35,320.70	001-1499-521-6402	Oct 2019
156098	08/28/19	Milo Range Training Systems	Milo Shooting Simulator	\$44,960.00	001-1499-521-6402	Oct 2019
156169	08/29/19	Westwind	Unmanned Aircraft	\$12,956.99	001-1499-521-6402	Nov 2019
156325	09/09/19	Ten-8 Fire	Fire engine truck (Pierce/Cummins)	\$531,660.36	001-1499-522-6404	July 2020
156293	09/05/19	Sam Marshall Architects	Rec Ctr - Feasibility Study; storm hardening of bldg	\$22,500.00	001-1499-572-3100	Jan 2020
92834	12/27/17	Superion, LLC	IT software - TrakIt; Public Works	\$4,811.07	001-1500-519-3100	Sept 2020
94823	09/13/18	Larry M Jacobs & Associates	Public Works Facility - Materials Testing	\$18,056.25	001-5147-519-3100	Dec 2019
94784	09/05/18	Big Bend Rebar, Inc.	Public Works Facility - ODP	\$2,398.00	001-5147-519-6200	Oct 2019
94804	09/12/18	Preferred Materials	Public Works Facility - ODP	\$69,008.00	001-5147-519-6200	Oct 2019
95329	11/07/18	Mayer Electric Supply	Field Office Complex - ODP	\$46,427.66	001-5147-519-6200	Oct 2019
95373	11/14/18	Architectural Hardware Product	Field Office Complex - ODP	\$51,029.58	001-5147-519-6200	Oct 2019
95399	11/19/18	Fire Control Systems	Field Office Complex - ODP	\$7,894.00	001-5147-519-6200	Oct 2019
95401	11/19/18	Stuart C Irby	Field Office Complex - ODP	\$553.69	001-5147-519-6200	Oct 2019
95593	12/14/19	Commercial Products	Field Office Complex - ODP	\$6,410.00	001-5147-519-6200	Oct 2019
96313	05/01/19	Capitol Materials	Field Office Complex - ODP	\$494.63	001-5147-519-6200	Oct 2019
96316	03/22/19	Air-Tech of Pensacola	Field Office Complex - ODP	\$4,417.00	001-5147-519-6200	Oct 2019
96428	05/14/19	PPG Architectural	Field Office Complex - ODP	\$26,705.57	001-5147-519-6200	Oct 2019
96679	05/09/19	Ferguson Enterprises LLC	Field Office Complex - ODP	\$39,795.50	001-5147-519-6200	Oct 2019
96685	07/18/19	Ferguson Fire & Fabrication	Field Office Complex - ODP	\$2,256.44	001-5147-519-6200	Oct 2019
96859	05/30/19	Okaloosa County Board of Commissioners	Field Office Complex - Conduit & Fiber Insallation	\$8,157.40	001-5147-519-6200	Oct 2019
97132	07/09/19	Palisades LLC	Field Office Complex - ODP	\$71,792.00	001-5147-519-6200	Oct 2019
97192	07/18/19	Interfaceflor	Field Office Complex - ODP	\$16,654.59	001-5147-519-6200	Oct 2019
97198	07/18/19	Dal-Tile Distribution Inc.	Field Office Complex - ODP	\$10,693.83	001-5147-519-6200	Oct 2019
97226	07/24/19	Stephens Pipe & Steel	Field Office Complex - ODP	\$15,396.35	001-5147-519-6200	Oct 2019
97458	08/21/19	Dade Paper Company	Field Office Complex - Tissue Dispenser	\$5.71	001-5147-519-6200	Oct 2019
95303	11/02/18	Trulite Glass & Aluminum Solutions	Field Office Complex - ODP	\$5,213.21	001-5147-519-6310	Oct 2019
95372	11/14/18	Coral Industries, Inc.	Field Office Complex - ODP	\$4,256.04	001-5147-519-6310	Oct 2019

**Council Meeting 9/18/2019**

PO or PR	Date	Vendor	Description	PO Value	Account	Completion
95823	06/10/19	Stewart & Stevenson FDDA	Field Office Complex - ODP	\$3,500.00	001-5147-519-6310	Oct 2019
97334	08/07/19	Alabama Contract Sales Inc	Field Office Complex - Mirror Fleet Bays	\$590.28	001-5147-519-6401	Oct 2019
97577	08/22/19	Amazon	Whiteboard & labels	\$556.74	001-5147-519-6401	Oct 2019
97627	09/03/19	Knox Company	Field Office Complex - Knox-Box	\$399.00	001-5147-519-6401	Dec 2019
97632	09/05/19	Safco Products	Field Office Complex - Shelving	\$3,325.43	001-5147-519-6401	Dec 2019
97634	09/05/19	DeBourgh Manufacturing	Public Wks Complex - furniture; lockers/storage & install	\$41,860.77	001-5147-519-6401	Dec 2019
97655	09/06/19	Krueger Int'l (KI)	Public Wks Complex - furniture, metal & install	\$26,802.87	001-5147-519-6401	Dec 2019
97656	09/06/19	Office Environments	Public Wks Complex - furniture install	\$2,783.00	001-5147-519-6401	Dec 2019
97658	09/06/19	Jasper Seating (JSI)	Public Wks Complex - furniture; office & install	\$94,680.72	001-5147-519-6401	Dec 2019
97659	08/29/19	Center Line Associates	Public Wks Complex - furniture; chairs & install	\$34,183.06	001-5147-519-6401	Dec 2019
97677	09/10/19	Center Line Associates	Field Office Complex - Furniture	\$3,699.77	001-5147-519-6401	Dec 2019
156201	09/03/19	DJS Supply	Field Office Complex - Shades	\$12,566.77	001-5147-519-6401	Dec 2019
97486	08/13/19	Gulf Ice Systems, Inc.	Field Office Complex - Ice Machines	\$8,961.78	001-5147-519-6402	Oct 2019
96829	05/29/19	Fort Walton Concrete	California Sidewalk Project	\$4,988.00	001-5306-541-6353	Nov 2019
<b>General Fund Total</b>				<b>\$1,717,778.63</b>		
97499	08/27/19	Chief Supply	Ballistic Vest (Grant reimbursement)	\$748.74	102-1543-521-5210	Nov 2019
<b>Law Enforcement Trust Fund Total</b>				<b>\$748.74</b>		
95714	01/07/19	CODES - ABC, Inc	Plan Review for City of FWB Assisted Living	\$4,870.00	106-0000-500-3100	Dec 2019
<b>Florida Building Code Fund Total</b>				<b>\$4,870.00</b>		
97618	08/29/19	The Fencing Co	Wood fence & repairs for One Hopeful Place	\$36,640.00	107-1950-554-5255	Oct 2019
<b>Community Development Block Grant Fund Total</b>				<b>\$36,640.00</b>		
96720	05/16/19	Demolition Pros, LLC	139 Brooks Street - Demo	\$19,250.00	109-0000-500-3100	Dec 2019
83735	02/20/15	Atkins North America	Carson Streetscapes - CRA	\$47,198.77	109-2000-552-3100	Sept 2020
86091	11/05/15	Noise Consultancy, LLC	Acoustical Consulting Svcs	\$5,400.00	109-2000-552-3100	Sept 2020
86092	11/05/15	Rutgers Univ Noise Tech Asst	On-site Certification Course	\$7,000.00	109-2000-552-3100	Sept 2020
86219	12/02/15	Jenkins Engineering, Inc	206 Florida Place Parking Lot Improvements	\$13,600.00	109-2000-552-3400	Sept 2020
97487	08/19/19	Cason Environmental	139 Brooks Street - Asbestos Abatement	\$11,955.00	109-2000-552-6310	Dec 2019
86877	02/09/16	Jenkins Engineering, Inc	141 Miracle Strip Pkwy SE	\$12,275.00	109-5018-541-6351	Sept 2020
94733	09/04/18	AVCON, Inc	FWB Landing - Phase I	\$56,931.00	109-5352-572-6310	Sept 2020
94734	09/04/18	AVCON, Inc	FWB Landing - Phase II	\$82,500.00	109-5352-572-6310	Sept 2020
<b>Community Redevelopment Agency Fund Total</b>				<b>\$256,109.77</b>		
96843	05/29/19	Mott MacDonald Florida	Brooks Bridge Utility Evaluation	\$29,983.00	401-1300-536-3100	Oct 2019
97681	09/10/19	The Fencing Co	Fence Damage City Warehouse	\$800.00	401-1300-536-4640	Oct 2019
96687	05/09/19	Analytical Services	Bacteriological Sampling	\$2,260.00	401-1310-533-3100	Oct 2019
94678	08/23/18	Control Systems & Instrumentation	Well 6 & Well 7 Control Upgrade	\$13,700.00	401-1310-533-4680	Oct 2019
97551	08/22/19	Ferguson Waterworks	Air Release/Vacuum Valve	\$851.14	401-1310-533-4680	Oct 2019
97342	08/08/19	USABBluebook	Lifting Sling	\$62.90	401-1340-533-5233	Oct 2019
97234	07/24/19	Duval Ford	Water Ops vehicle - alum sides added	\$2,420.00	401-1340-533-6404	Feb 2020
96519	04/17/19	Control Systems & Instrumentation	Relocate Telemetry Control	\$29,075.43	401-1350-535-3400	Oct 2019
97472	08/19/19	Gilbert Pump & Mechanical	Repair pump	\$3,250.00	401-1350-535-4680	Oct 2019
97342	08/08/19	USABBluebook	Lifting Sling	\$62.90	401-1350-535-5233	Oct 2019
96874	05/31/19	Rafaelis Financial Consultants	Utility Rate Study	\$32,157.50	401-1500-536-3100	Jan 2020
94496	08/06/18	O'Connell & Associates	Design/Construction Management of Aerator Rep Well 2	\$1,635.00	401-5500-533-6300	Jan 2020
96624	04/30/19	Constantine Constructors	Well 2 Aerator Replacement	\$224,922.88	401-5500-533-6300	Jan 2020
<b>Utilities Fund Total</b>				<b>\$341,180.75</b>		
96874	06/01/19	Rafaelis Financial Consultants	Utility Rate Study	\$23,497.50	403-1500-534-3100	Jan 2020
<b>Sanitation Fund Total</b>				<b>\$23,497.50</b>		
94573	08/09/18	Jenkins Engineering	Design/Eng of Lula Bell Ln & Hollywood Blvd	\$1,150.00	405-1380-538-3100	Oct 2019
96714	05/13/19	FL Dept of Corrections	DOC Work Squad Contract	\$34,830.00	405-1380-538-3400	Oct 2019
95801	01/16/19	Duval Ford	Replaces #2472 - 2019 Ford F350; Storm Water	\$36,908.00	405-1380-538-6404	Feb 2020
96874	06/02/19	Rafaelis Financial Consultants	Utility Rate Study	\$15,000.00	405-1500-538-3100	Jan 2020
91114	06/17/17	AVCON, Inc	Design of drainage improvements on Anchors Street	\$15,101.25	405-1591-538-6358	Feb 2020
<b>Stormwater Fund Total</b>				<b>\$102,989.25</b>		

TOTAL ENCUMBRANCES **\$2,483,814.64**

## RESOLUTION 2019-12

### A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF FORT WALTON BEACH, FLORIDA, ADOPTING THE MILLAGE RATE FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2019 AND ENDING SEPTEMBER 30, 2020; AND PROVIDING AN EFFECTIVE DATE

#### Section 1. Purpose

The City of Fort Walton Beach held public budget meetings on July 16, 2019 and August 26, 2019 to discuss the proposed FY 2019-20 budget. The City held a public budget hearing on September 4, 2019, as required by Section 200.065 of the Florida Statutes.

The Okaloosa County Property Appraiser has certified that the gross taxable value for operating purposes not exempt from taxation within the City of Fort Walton Beach is \$1,449,583,519.

#### Section 2. Millage Rate

The City hereby sets the FY 2019-20 operating millage rate at 5.6395 mills, which is equal to the rolled-back rate of 5.6395 mills. There is no voted debt service millage.

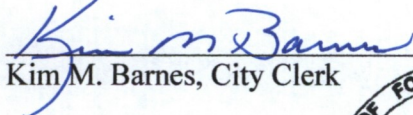
#### Section 3. Effective Date

This resolution shall become effective on and after October 1, 2019.

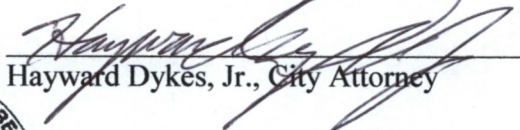
Adopted: September 18, 2019

  
Richard A. Ryneerson, Mayor

Attest:

  
Kim M. Barnes, City Clerk

Approved for form, legal sufficiency

  
Hayward Dykes, Jr., City Attorney





## **RESOLUTION 2019-13**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF FORT WALTON BEACH, FLORIDA, ADOPTING THE BUDGET FOR CERTAIN EXPENDITURES, EXPENSES, CAPITAL IMPROVEMENTS AND CERTAIN INDEBTEDNESS FOR THE CITY OF FORT WALTON BEACH, FLORIDA, FOR THE YEAR BEGINNING OCTOBER 1, 2019 AND ENDING SEPTEMBER 30, 2020; AND PROVIDING AN EFFECTIVE DATE.**

### **Section 1. Purpose**

Prior to the beginning of a new fiscal year, the City is required to pass and adopt a budget for the operation of the City government. The City held a public budget meeting on July 16, 2019 and August 26, 2019 to discuss the FY 2019-20 budget. The City held a public budget hearing September 4, 2019 and September 18, 2019 as required by Section 200.065 of the Florida Statutes.

### **Section 2. Millage Rate**

The City Council set the final millage rate at 5.6395 mills for property assessed as of January 1, 2019.

### **Section 3. Adoption of Budget**

The document entitled "City of Fort Walton Beach FY 2019-20 Budget" comprises the total amount of \$47,231,660 for all funds reported. The budget is being presented as a balanced budget whereby there are sufficient revenues to offset all estimated expenditures or expenses. All budget appropriations are based upon the total expenditures and/or expenses even though the budget has been prepared based on line items and summarized to a categorical level.

### **Section 4. Budget Amendments**

a. The City Council may make any amendments to the adopted budget, by resolution, as it may deem necessary and proper.

b. Budget amendments requesting additional expenditures or expenses must also identify the corresponding funding source.

### **Section 5. Budget Transfers**

Budget transfers shall be accomplished pursuant to Administrative Policy FIN-13 as provided by Resolution 2011-19 adopted by the City Council on August 16, 2011.

### **Section 6. Debt Service**

Debt service for the General Fund will be paid from operating revenues and/or transfers from the Debt Service Fund. Debt service for the Utilities, Sanitation and Stormwater Enterprise Funds will be paid from operating revenues from the Enterprise Funds.

### **Section 7. Carryovers**

a. Projects that were not completed during the prior fiscal year are carried forward and are funded with the corresponding carryover appropriations of the prior year. These are commitments anticipated to be incomplete as of September 30, 2019 and will be continued and made a part of the FY 2019-20 budget. The document entitled "City of Fort Walton Beach FY 2019-20 Grant & CIP Project Carryovers" dated September 18, 2019 comprises the total amount of \$6,917,195 for all funds reported.

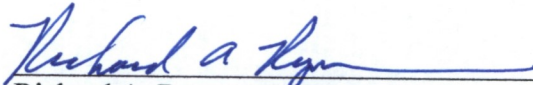


## RESOLUTION 2019-13

b. Encumbrances (open purchase orders) that were not completed during the prior fiscal year are carried forward and are funded with the corresponding carryover appropriations of the prior year. These are commitments anticipated to be incomplete as of September 30, 2019 and will be continued and made a part of the FY 2019-20 budget. The document entitled "City of Fort Walton Beach FY 2019-20 Encumbrance Carryovers" dated September 18, 2019 comprises the total amount of \$2,483,814.64 for all funds reported.

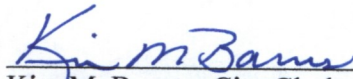
**Section 8. Effective Date** This resolution shall become effective on and after October 1, 2019.


Adopted: September 18, 2019

  
Richard A. Rynearson, Mayor

Attest:

Approved for form, legal sufficiency

  
Kim M. Barnes, City Clerk

  
Hayward Dykes, Jr., City Attorney



