CITY OF TAVARES, FLORIDA

ADOPTED OPERATING BUDGET
FISCAL YEAR 2014-2015

BUILDING ON AN HISTORIC FOUNDATION

TAVARES
America's Seaplane City™

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TAVARES

America's Seaplane City™

CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

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CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

THE CITY-WIDE VISION

"Tavares, America's Seaplane City - the capital waterfront city of Lake County - building on a historic foundation - creating an authentic, accessible community of neighborhoods, businesses, and citizen services - distinguishing itself as the defining vision of where you want to be!"

ORGANIZATIONAL GOALS FOR THE CITY OF TAVARES

The Fiscal Year *2014-2015* City-wide goals are to maintain and improve the quality of life for all citizens in the City of Tavares by delivering the best products and services to each and every citizen within the financial means appropriated by the City Council. This includes Police, Fire, Rescue, Parks, Recreation, Library, Permitting, Planning, Zoning, Transportation, Facilities Maintenance, Procurement, Information Technology, Utility Billing, Customer Service, Budgeting, Sanitation, Water, Wastewater, Stormwater, Special Events, Cultural Affairs and Economic Development and Prosperity.

THE CITY ORGANIZATIONAL OBJECTIVES

The Fiscal Year 2014-2015 City Organizational goals are to develop a team that:

1. Is fully aligned with the City Council's goals and objectives.
2. Embraces the City Council's participation in the implementation of city-wide goals and objectives.
3. Is oriented towards implementation and execution of the City Council's policies and plans.
4. Understands who its customers are and then provides the highest level of service to those customers.
5. Embraces and applies a facilitative approach over an over-regulative or obstructive approach, when assisting customers with their municipal needs.
6. Adopts an innovative and entrepreneurial civic approach to solving problems.
7. Applies fiscal responsibility to all aspects of the delivery of services.
8. Strives to be the best city organization in the state of Florida and is proud to be part of the team.

In order to achieve these objectives the City Council will develop and identify it's goals and objectives and transmit them to the City Administrator for implementation. The City Council will participate in the implementation of these goals and objectives through City Horizon Projects and appointments to other civic related boards. The City Administrator and the Management Team will cultivate a culture that is customer oriented, facilitative, innovative, entrepreneurial, pro-active and fiscally responsive with a can-do, winning attitude.

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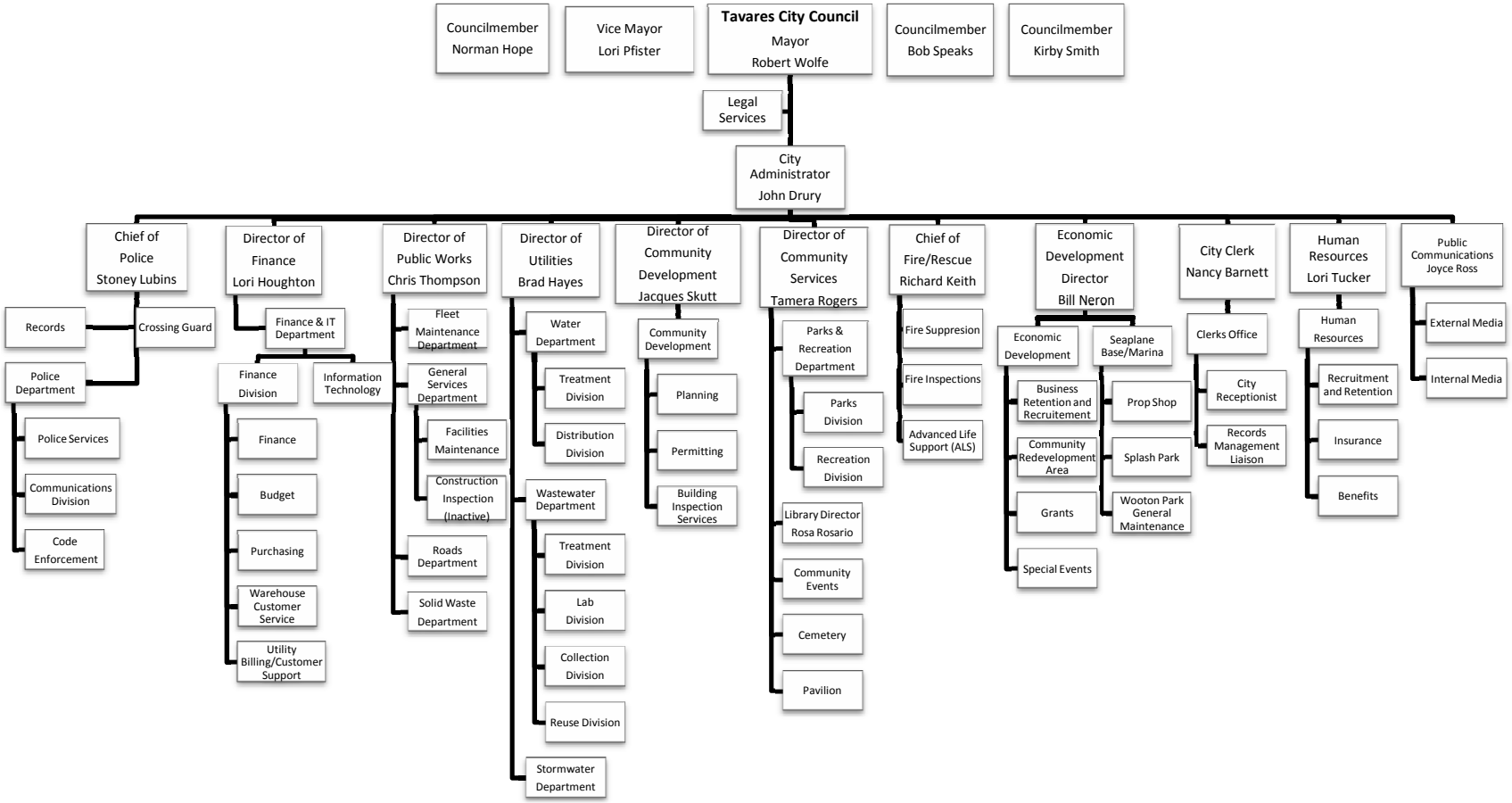
City of Tavares Organizational Chart FY 2014-2015



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CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

HISTORICAL MILLAGE ASSESSED VALUES

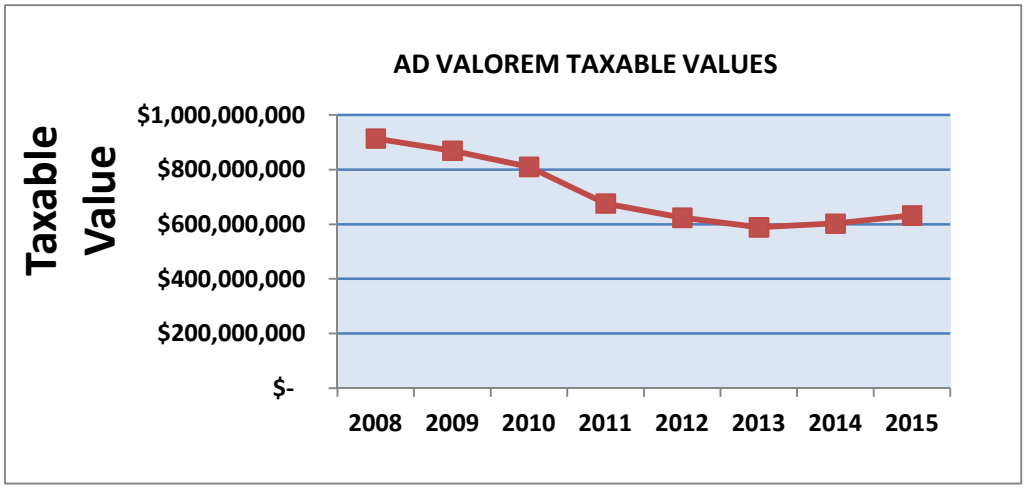
TAX RATE COMPARISON

Year	General Fund	Debt Service	TOTAL:
2004-05	5.4200	0.0000	**5.4200**
2005-06	5.4200	0.0000	**5.4200**
2006-07	5.4200	0.0000	**5.4200**
2007-08	5.4200	0.0000	**5.4200**
2008-09	6.2500 [1]	0.0000	**6.2500**
2009-10	6.2500	0.0000	**6.2500**
2010-11	6.9500	0.0000	**6.9500**
2011-12	6.8900 [2]	0.0000	**6.8900**
2012-13	5.9850	0.4610	**6.4462**
2013-14	6.4531	0.4540	**6.9071**
2014-15	6.9400	0.4309	**7.3709**

TAX ROLL COMPARISON

Year	Taxable Value	Taxable Value % Increase
2004-05	$ 442,870,487	9.04%
2005-06	$ 523,213,050	18.14%
2006-07	$ 724,246,068	38.42%
2007-08	$ 913,861,194	26.18%
2008-09	$ 869,300,751 [1]	-4.88%
2009-10	$ 810,116,659 [3]	-6.81%
2010-11	$ 676,263,560 [3]	-16.52%
2011-12	$ 624,303,974 [3]	-7.68%
2012-13	$ 589,146,145 [4]	-5.63%
2013-14	$ 602,599,312	2.28%
2014-15	$ 632,056,520	4.89%

[1] *Taxable Value decreased due to Amendment #1 impacts - Additional Homestead Exemption*
[2] *Proposed Tax Rate is lower than the non-adjusted rollback rate; rollback rate is 7.6673*
[3] *Decreases due to declining property values - economic conditions*
Years 2005-06 through 2011-12 represent final taxable values
[4] *Millage Rate Decrease due to Proposed Fire Assessment Fee*

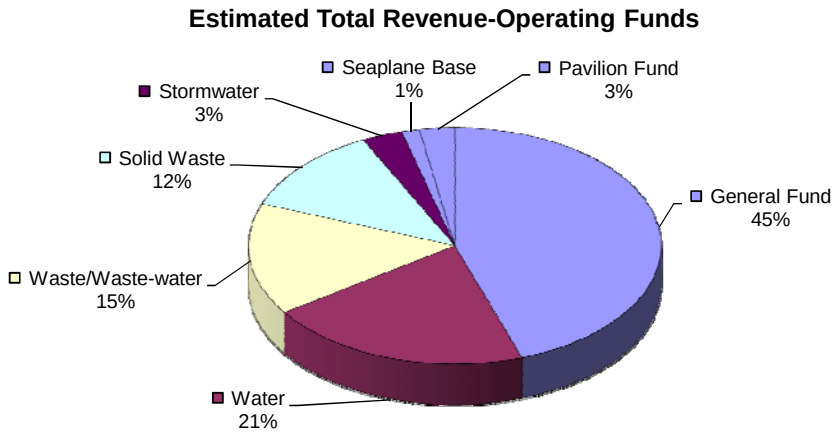


CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

SUMMARY OF REVENUES, EXPENDITURES, CHANGES IN RESERVE

	001 GENERAL FUND	401 UTILITIES FUND	402 SANI FUND	403 SW FUND	405 SEAPLANE BASE FUND	406 PAVILION FUND	441, 443-445 RESTRICTED UTILITY FUNDS*
ESTIMATED REVENUES							
TAXES/FRANCHISE/UTILITY TAX	$ 6,623,568						
ASSESSMENTS							
PERMITS AND FEES	1,721,582						
INTERGOVERNMENTAL REVENUES	1,422,522						
CHARGES FOR SERVICES	136,182	8,142,870	2,688,335	714,826	315,206	541,326	
FINES & JUDGMENTS	28,396						
INTEREST INCOME & OTHER INCOME	2,755	1,750	45	-	-	18,750	2,989
OTHER INCOME	116,978	-		-	-		
GRANT INCOME	55,511	-					
IMPACT FEES							1,100,000
TOTAL REVENUES	10,107,494	8,144,620	2,688,380	714,826	315,206	560,076	1,102,989
REIMBURSEMENTS/TRANSFERS							
REIMB FROM OTHER FUNDS	1,258,312						
TRANSFERS IN	2,450,773			-	403,398	-	2,016,041
TOTAL REIMB/TRANSFERS	3,709,085	-	-	-	403,398	-	2,016,041
TOTAL REVENUES & TRANSFERS	*13,816,579*	*8,144,620*	*2,688,380*	*714,826*	*718,604*	*560,076*	*3,119,030*
OTHER SOURCES							
DEBT PROCEEDS	-	-	-	150,000			
CONTRIBUTIONS							
FUND BAL APPROPRIATION/(NON-APP)	-	276,203	148,469	(231)	-	(64,359)	430,233
TOTAL OTHER SOURCES	*-*	*276,203*	*148,469*	*149,769*	*-*	*(64,359)*	*430,233*
GRAND TOTAL REVENUES	**$ 13,816,579**	**$ 8,420,823**	**$ 2,836,849**	**$ 864,595**	**$ 718,604**	**$ 495,717**	**$ 3,549,263**

*Restricted Utility Funds include the following:
441-Water/Wastewater Impact Fee Fund
443-Water/Wastewater RRI Fund
444-SRF Loan Construction
445-SRF Debt Service
**Other Funds include the following:
106-Special Events Fund
301-Capital Project Fund
501-Dental Insurance Fund
601-Firefighter Pension Fund
602-Police Pension Fund
605-Mildred Hunter Trust Fund
606-Playground Fund



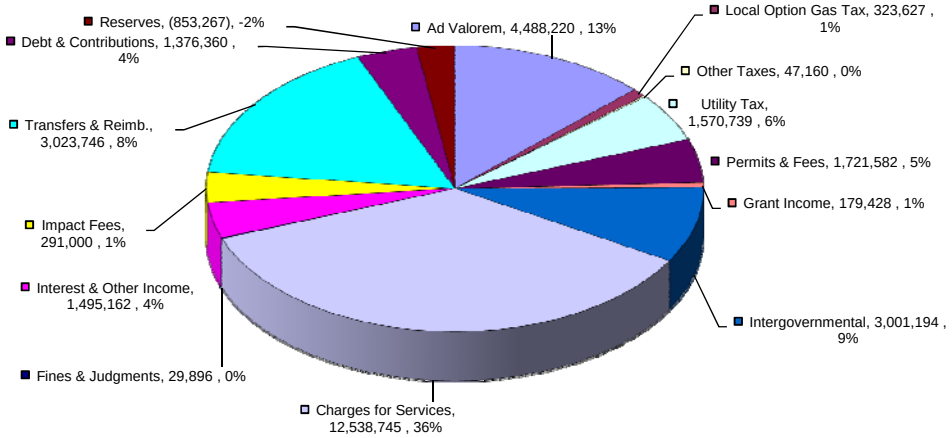
Note: This graph does NOT include Reimbursements or Transfers

CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

SUMMARY OF REVENUES, EXPENDITURES, CHANGES IN RESERVE

102, 103, 112 SPECIAL POLICE FUNDS	105 COMM REDEV	110 & 111 PUBLIC SAFETY IMPACTS	114 PARKS & RECREATION IMPACTS	122 FIRE ASSESSMENT	150 INFRAS SURTAX	117 & 151 GRANTS & FREEDOM FLAG FUNDS	201 DEBT SERVICE FUND	Other OTHER FUNDS**	TOTAL
	$ 156,307				$ 1,230,569		$ 272,395		**$ 8,282,839**
				1,619,134					**1,619,134**
									1,721,582
	25,103					323,000			**1,770,625**
								-	**12,538,745**
1,500									**29,896**
-	28	40	-		400	-	44	1,261,305	**1,288,106**
-								-	**116,978**
						123,917		-	**179,428**
		36,707	46,199						**1,182,906**
1,500	181,438	36,747	46,199	1,619,134	1,230,969	446,917	272,439	1,261,305	**28,730,239**
									1,258,312
		-			65,340		-	-	**4,935,552**
-	-	-	-		65,340	-	-	-	**6,193,864**
1,500	*181,438*	*36,747*	*46,199*	*1,619,134*	*1,296,309*	*446,917*	*272,439*	*1,261,305*	*34,924,103*
					-			-	**150,000**
								972,962	**972,962**
-	(15,604)	(36,747)	(46,199)		107,088	11,120	(55)	(1,652,065)	**(842,147)**
-	*(15,604)*	*(36,747)*	*(46,199)*		*107,088*	*11,120*	*(55)*	*(679,103)*	*280,815*
$ 1,500	**$ 165,834**	**$ -**	**$ -**	**$ 1,619,134**	**$ 1,403,397**	**$ 458,037**	**$ 272,384**	**$ 582,202**	**$ 35,204,918**

Estimated Revenue-All Funds by Category



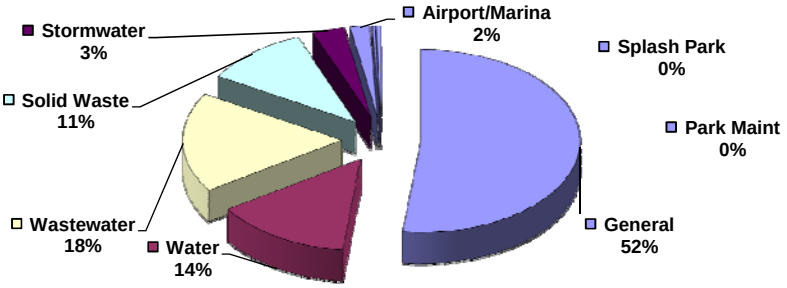
CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

SUMMARY OF REVENUES, EXPENDITURES, CHANGES IN RESERVE

	001 GENERAL FUND	401 UTILITIES FUND	402 SOLID WASTE FUND	403 STORM-WATER FUND	405 SEAPLANE BASE FUND	406 PAVILION FUND	441, 443-445 RESTRICTED UTILITY FUNDS
APPROPRIATIONS							
MAYOR & COUNCIL	$ 75,507						
ADMINISTRATION	422,044						
FINANCE & TECHNOLOGY	1,332,504						
LEGAL SERVICES	157,716						
COMMUNITY DEVELOPMENT	805,646						
CITY CLERK	221,056						
HUMAN RESOURCES	259,593						
PUBLIC COMMUNICATIONS	117,125						
FLEET MAINTENANCE	541,421						
POLICE SERVICES	3,025,305						
FIRE SERVICES	2,301,147						
GENERAL SERVICES	1,608,348						
SEAPLANE BASE					513,809		
ECONOMIC DEVELOPMENT	222,182						
LIBRARY	517,597						
PARKS AND RECREATION	1,782,756				204,795		
PAVILION CONFERENCE CENTER						310,261	
WATER		1,972,341					660,500
WASTEWATER		2,944,119					1,272,700
PUBLIC WORKS ADMINISTRATION		-					
SOLID WASTE			1,952,412				
STORMWATER				570,539			
W&S IMPACT FEE							-
SRF LOAN CONSTRUCTION							-
POLICE EDUCATION							
POLICE AUTOMATION							
POLICE FORFEITURES							
COMMUNITY REDEVELOPMENT							
SPECIAL EVENTS							
GRANT EXPENDITURES							
CAPITAL PROJECT FUND							
TRANSFERS OUT	398,704	2,387,525	197,210	62,945	-		200,000
REIMBURSEMENTS TO OTHER FUNDS		596,844	502,680	158,788			
DEBT SERVICES	27,928	519,994	184,547	72,323	-	185,456	1,416,063
APPROPRIATIONS LESS DEBT PROCEEDS	**13,816,579**	**8,420,823**	**2,836,849**	**864,595**	**718,604**	**495,717**	**3,549,263**
CAPITAL LEASE EXPENDITURES	-		-				
TOTAL APPROPRIATIONS	**$ 13,816,579**	**$ 8,420,823**	**$ 2,836,849**	**$ 864,595**	**$ 718,604**	**$ 495,717**	**$ 3,549,263**
APPROP./(NON-APPROP). RESTRICTED [1]	-	276,203	148,469	(231)	-	(64,359)	430,233
ESTIMATED BEG RESERVE BAL-10-01-14	1,497,138	3,133,464	1,252,561	125,908	33,399	-	1,590,973
ESTIMATED END RESERVE BAL 9-30-15 [3]	**$ 1,497,138**	**$ 2,857,261**	**$ 1,104,092**	**$ 126,139**	**$ 33,399**	**$ 64,359**	**$ 1,160,740**
RESERVE BAL - EMERGENCIES - 90%	1,347,424	2,571,535	993,683	113,525	30,059	57,923	1,044,666
RESERVE BAL - CONTINGENCIES-10%	149,714	285,726	110,409	12,614	3,340	6,436	116,074

1. Amount to be appropriated from Fund Balance/Retained Earnings or (Amount Unappropriated - Return to Fund Balance/Retained Earnings)
2. Beginning cash balances are net restricted cash items
3. General Fund Reserves include cash restricted for building services

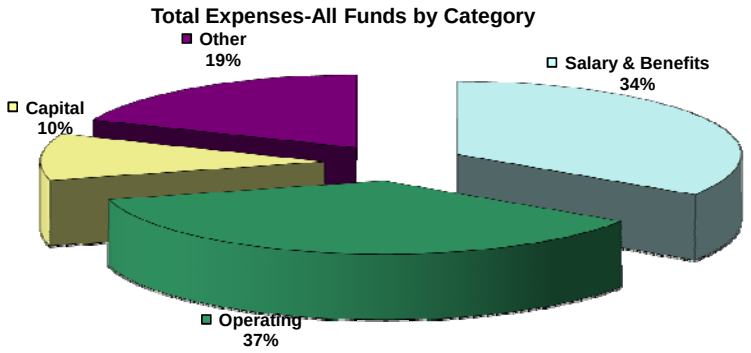
Estimated Total Expenses-Operating Funds



CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

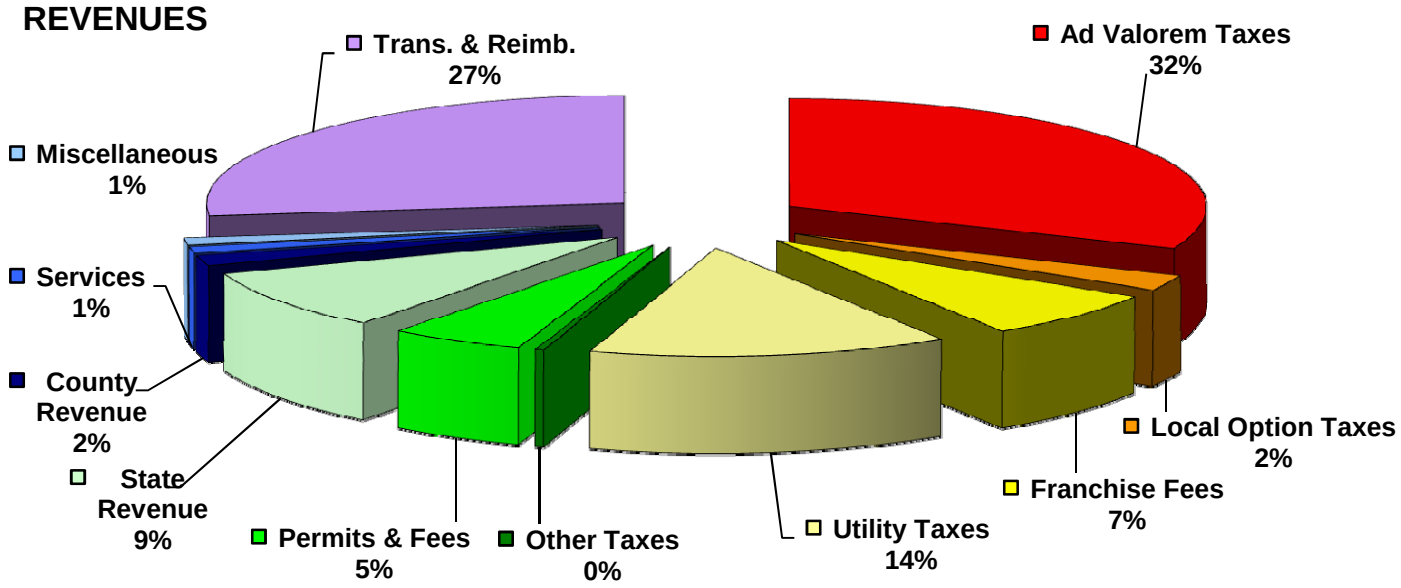
SUMMARY OF REVENUES, EXPENDITURES, CHANGES IN RESERVE

102, 103, 112, 113 SPECIAL POLICE FUNDS	105 COMM REDEV	110 & 111 PUBLIC SAFETY IMPACTS	114 PARKS & RECREATION IMPACTS	122 FIRE ASSESSMENT	150 INFRAS SURTAX	117,151 GRANTS & FREEDOM FLAG FUNDS	201 DEBT SERVICE FUND	601,602,605,606 PENSION & OTHER FUNDS	TOTAL
									$ 75,507
					-			-	422,044
					-				1,332,504
									157,716
					-	-			805,646
									221,056
					-				259,593
									117,125
					-				541,421
					-	5,743		379,625	3,410,673
					-	-		202,452	2,503,599
					58,407	204,294			1,871,049
									513,809
					-	-			222,182
						-		25	517,622
				-		-	248,000	100	2,235,651
									310,261
									2,632,841
						-			4,216,819
									-
					-				1,952,412
						-			570,539
									-
									-
1,500									1,500
-									-
-									-
	95,800								95,800
								-	-
									-
								-	-
	70,034	-	-	1,619,134					4,935,552
									1,258,312
		-	-		1,344,990		272,384		4,023,685
1,500	**165,834**	**-**	**-**	**1,619,134**	**1,403,397**	**458,037**	**272,384**	**582,202**	**35,204,918**
									-
$ 1,500	**$ 165,834**	**$ -**	**$ -**	**$ 1,619,134**	**$ 1,403,397**	**$ 458,037**	**$ 272,384**	**$ 582,202**	**$ 35,204,918**
-	(15,604)	(36,747)	(46,199)	-	107,088	11,120	(55)	(1,652,065)	(842,147)
4,085	103,478	43,478	30,913	-	26,703	25,038	70,411	14,646,520	22,584,069
$ 4,085	**$ 119,082**	**$ 80,225**	**$ 77,112**	**$ -**	**$ (80,385)**	**$ 13,918**	**$ 70,466**	**$ 16,298,585**	**$ 23,426,216**
3,677	107,174	72,203	69,401	-	(72,347)	12,526	63,419	14,668,727	21,083,594
409	11,908	8,023	7,711	-	(8,039)	1,392	7,047	1,629,859	2,342,622

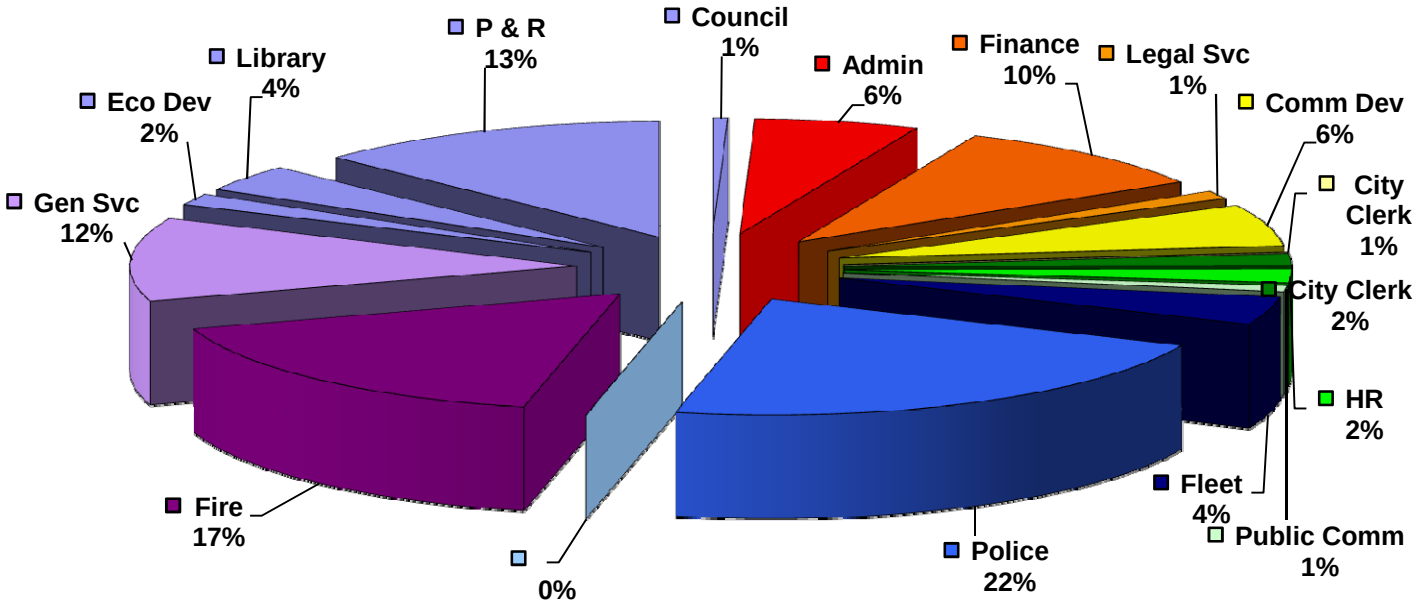


Estimated
General Fund
Revenues vs. Expenditures
FY 14-15

REVENUES

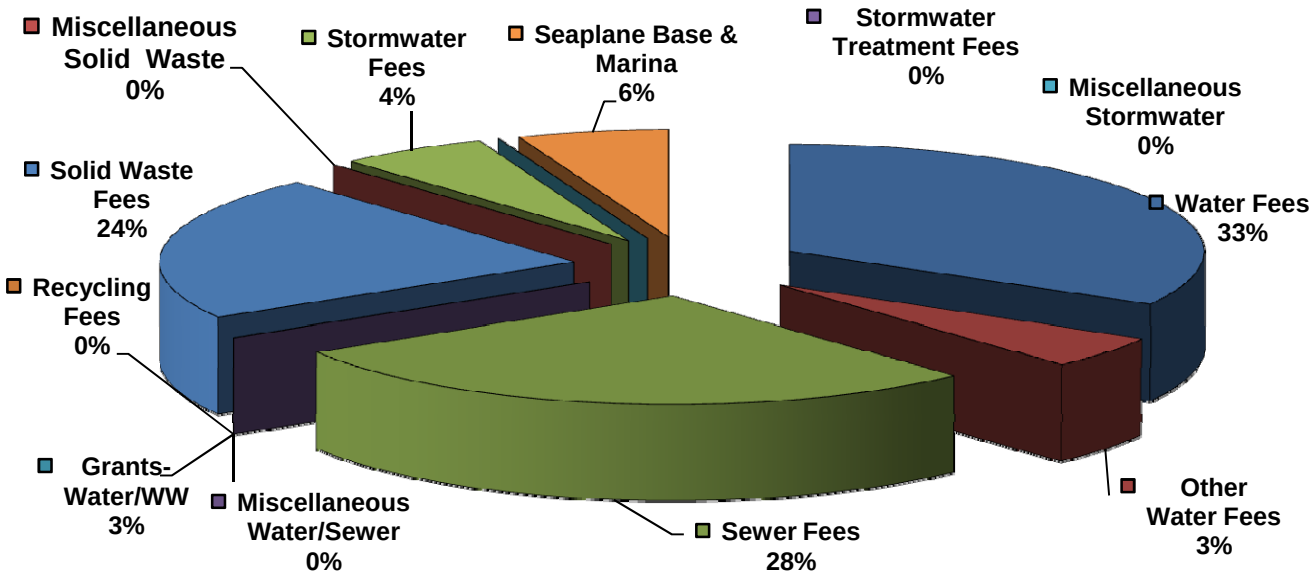


EXPENSES

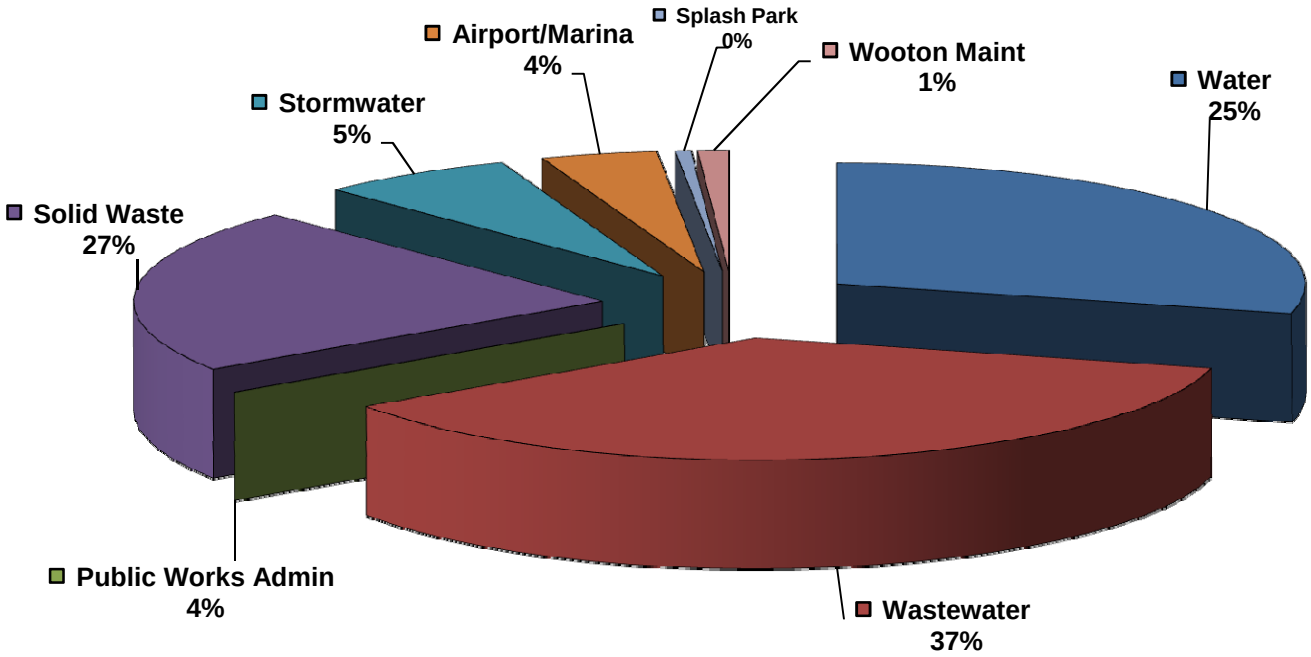


Estimated Proprietary Funds Revenues vs. Expenditures FY 14-15

REVENUES



EXPENSES



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CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

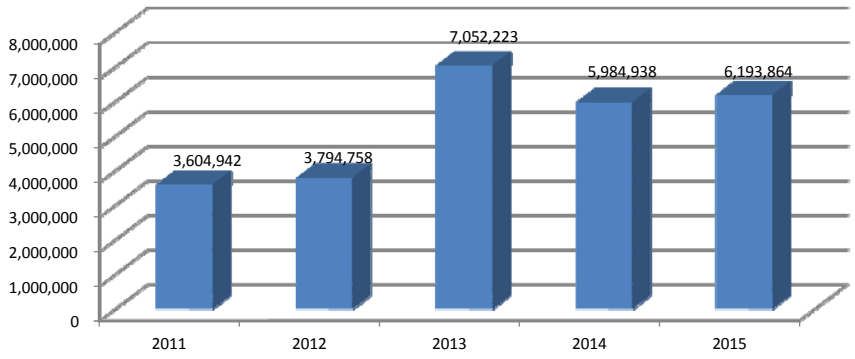
THE BUDGET DOLLAR
WHERE FROM - WHERE TO

WHERE FROM:	
AD VALOREM TAXES (includes Voted & TIF)	4,760,615
LOCAL OPTION GAS TAXES	323,627
UTILITY TAX REVENUE	1,920,868
BUSINESS TAX RECEIPTS	47,160
FRANCHISE FEES	1,002,850
PERMITS & FEES	718,732
INTERGOVERNMENTAL REVENUE	1,497,033
CHARGES FOR SERVICES - GEN FUND	136,182
FINES & FORFEITURES	29,896
WATER REVENUE	4,209,413
WASTEWATER REVENUE	3,461,459
WATER REUSE REVENUE	100,000
SERVICE/LATE CHARGES	371,998
SOLID WASTE REVENUE	2,688,335
STORMWATER REVENUES	714,826
INTERFUND TRANSFERS & REIMBURSEMENTS	6,193,864
CAPITAL LEASE PROCEEDS	150,000
DEBT PROCEEDS SRF	-
DEBT SERVICE FUND (Included with transfers)	-
COMMUNITY REDEV - TIF REVENUES	6,103
EVENT FUND REVENUES	-
POLICE & FIRE IMPACT FEES	36,707
PARK IMPACT FEES	46,199
FIRE ASSESSMENT FEES	1,619,134
INFRASTRUCTURE SALES TAX	1,230,569
GRANT REVENUE	446,917
WATER & SEWER IMPACT FEES	1,100,000
SEAPLANE BASE MARINA REVENUES	22,656
SEAPLANE BASE PROP SHOP REVENUES	231,300
SEAPLANE BASE SPLASH PARK REVENUES	45,250
SEAPLANE BASE FACILITY & GAZEBO RENTALS	16,000
PAVILION FUND	541,326
EMPLOYER PENSION CONTRIB - POLICE & FIRE	596,303
EMPLOYEE PENSION CONTRIB - POLICE & FIRE	223,110
STATE CONTRIBUTIONS - POLICE & FIRE	153,549
INTEREST/INVESTMENT INCOME (Includes Pension Funds)	1,269,356
MISCELLANEOUS INCOME	135,728
APPROP FUND BAL/RETAINED EARNINGS	1,273,101
TOTAL REVENUES: $	**37,320,166**

WHERE TO:	
EXECUTIVE AND CITY ADMINISTRATOR	330,247
GENERAL GOVERNMENT OVERHEAD	566,008
FINANCE & TECHNOLOGY	1,360,432
LEGAL SERVICES	157,716
COMMUNITY DEVELOPMENT	805,646
CITY CLERK	221,056
HUMAN RESOURCES	259,593
PUBLIC COMMUNICATIONS	117,125
FLEET MAINTENANCE DEPARTMENT	541,421
POLICE PUBLIC SAFETY	2,944,634
POLICE DISPATCH SERVICES	-
POLICE CODE ENFORCEMENT	80,671
FIRE DEPARTMENT	2,301,147
GENERAL SERVICES	1,608,348
ECONOMIC DEVELOPMENT	222,182
LIBRARY	517,597
PARKS & RECREATION DEPARTMENT	1,782,756
POLICE EDUCATION	1,500
POLICE AUTOMATION	-
COMMUNITY REDEVELOPMENT TRUST - TIF	165,834
SPECIAL EVENTS FUND	-
POLICE & FIRE IMPACT FUNDS	-
FORFEITURE EXPENDITURES	-
PARK IMPACT EXPENDITURES	-
FREEDOM FLAG FUND	11,120
FIRE SUPPRESSION	1,619,134
INFRASTRUCTURE SURTAX EXPENDITURES	58,407
INFRASTRUCTURE SURTAX DEBT SERVICE	1,344,990
GRANT EXPENDITURES	446,917
DEBT SERVICE - GENERAL GOVERNMENT	272,384
CAPITAL PROJECT FUND	-
WATER DIVISION	3,716,786
WASTEWATER DIVISION	4,704,037
PUBLIC WORKS ADMINISTRATION	-
SOLID WASTE FUND	2,836,849
STORMWATER FUND	864,595
WATER & SEWER IMPACT FEE FUND	1,400,000
WATER & SEWER RENEWAL & REPLACEMENT	733,200
SRF CONSTRUCTION	-
SRF DEBT SERVICE	1,416,063
SEAPLANE BASE EXPENDITURES	718,604
PAVILION FUND EXPENDITURES	495,717
OTHER FUND EXPENDITUES	582,202
NON APPROPRIATED REVENUES	463,183
OTHER FUND NON APPROPRIATED REVENUES	1,652,065
TOTAL EXPENDITURES: $	**37,320,166**

Other Funds: includes internal service funds, trust funds, and permanent funds -

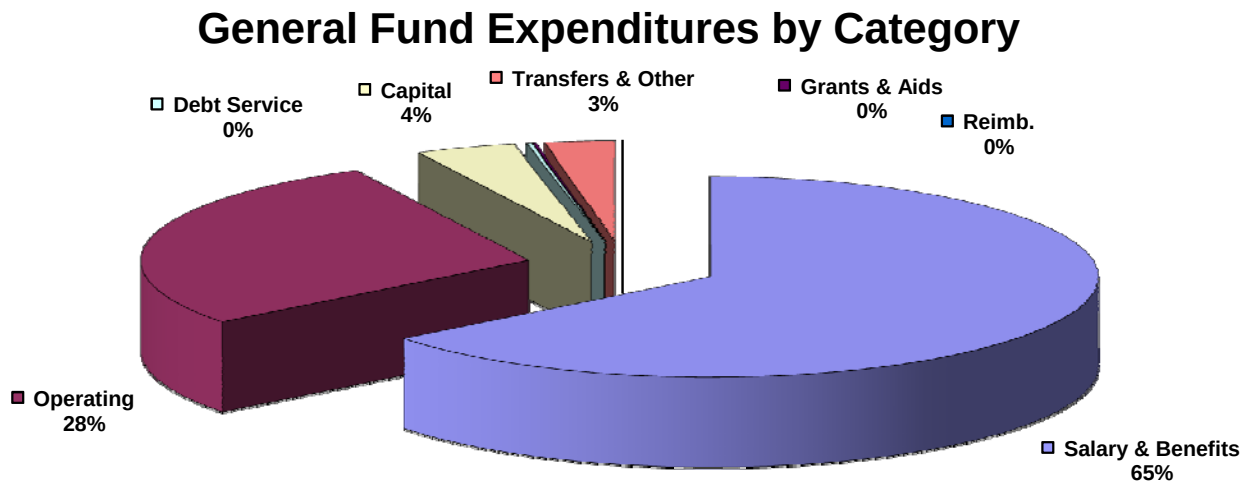
TRANSFERS & REIMBURSEMENTS



CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

GENERAL FUND ANALYSIS

GENERAL FUND	AUTHOR-IZED POSITIONS	PERSONAL SERVICES	MATERIALS SUPPLIES & SERVICES	TOTAL OPERATING BUDGET	CAPITAL OUTLAY & OTHER	TOTAL BUDGET
MAYOR & COUNCIL	N/A	63,478	12,029	**75,507**	-	**75,507**
ADMINISTRATION	1	256,739	118,177	**374,916**	445,832	**820,748**
FINANCE & TECHNOLOGY	13	968,512	326,503	**1,295,015**	65,417	**1,360,432**
LEGAL SERVICES	N/A	N/A	157,716	**157,716**	-	**157,716**
COMMUNITY DEVELOPMENT	5	403,761	344,421	**748,182**	57,464	**805,646**
CITY CLERK	2	197,632	21,558	**219,190**	1,866	**221,056**
HUMAN RESOURCES	2	199,743	56,795	**256,538**	3,055	**259,593**
PUBLIC COMMUNICATIONS	1	96,022	21,103	**117,125**	-	**117,125**
FLEET MAINTENANCE	4	337,589	196,857	**534,446**	6,975	**541,421**
POLICE DEPARTMENT	38	2,296,758	663,397	**2,960,155**	65,150	**3,025,305**
FIRE DEPARTMENT	25	2,033,330	247,753	**2,281,083**	20,064	**2,301,147**
GENERAL SERVICES	8	475,014	970,947	**1,445,961**	162,387	**1,608,348**
ECONOMIC DEVELOPMENT	2	207,078	14,171	**221,249**	933	**222,182**
LIBRARY	7	356,015	76,383	**432,398**	85,199	**517,597**
PARKS & RECREATION	21	1,013,932	665,700	**1,679,632**	103,124	**1,782,756**
TOTAL GENERAL FUND	**129**	**$ 8,905,603**	**$ 3,893,510**	**$ 12,799,113**	**$ 1,017,466**	**$ 13,816,579**



CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

UTILITY & OTHER FUNDS ANALYSIS

UTILITY FUND	AUTHOR-IZED POSITIONS	PERSONAL SERVICES	MATERIALS SUPPLIES & SERVICES	TOTAL OPERATING BUDGET	CAPITAL OUTLAY & OTHER	TOTAL BUDGET
WATER DEPARTMENT	11	849,076	2,459,848	**3,308,924**	407,862	**3,716,786**
WASTEWATER DEPARTMENT	16	1,021,678	3,093,717	**4,115,395**	588,642	**4,704,037**
TOTAL UTILITY FUND	**27**	**1,870,754**	**5,553,565**	**7,424,319**	**996,504**	**8,420,823**
POLICE EDUCATION FUND	N/A	N/A	1,500	**1,500**	-	**1,500**
POLICE AUTOMATION FUND	N/A	N/A	-	**-**	-	**-**
COMMUNITY REDEV. FUND	0	-	165,834	**165,834**	-	**165,834**
SPECIAL EVENTS FUND	N/A	N/A	-	**-**	N/A	**-**
PUB. SAFETY IMPACT FUNDS	N/A	N/A	-	**-**	-	**-**
FORFEITURE FUNDS	N/A	-	-	**-**	-	**-**
P&R IMPACTS FUND	N/A	N/A	-	**-**	-	**-**
FREEDOM FLAG FUND	N/A	N/A	11,120	11,120	-	**11,120**
FIRE ASSESSMENT FUND	N/A	N/A	N/A	**-**	1,619,134	**1,619,134**
INFRASTRUCTURE SALES TAX	N/A	N/A	-	**-**	1,403,397	**1,403,397**
GRANT FUND	N/A	-	5,743	**5,743**	441,174	**446,917**
DEBT SERVICE FUND	N/A	N/A	N/A	**-**	272,384	**272,384**
CAPITAL PROJECT FUND	N/A	N/A	N/A	**N/A**	-	**-**
SOLID WASTE FUND	8	474,555	2,017,881	**2,492,436**	344,413	**2,836,849**
STORMWATER FUND	4	234,062	349,844	**583,906**	280,689	**864,595**
MARINA/SEAPLANE BASE	18	327,453	390,151	**717,604**	1,000	**718,604**
PAVILION FUND	3	177,689	127,447	**305,136**	190,581	**495,717**
W/WW IMPACT FEE FUND	N/A	N/A	200,000	**200,000**	1,200,000	**1,400,000**
WATER & WW RRI FUND	N/A	N/A	-	**-**	733,200	**733,200**
SRF CONST. & DEBT SERVICE	N/A	N/A	-	**-**	1,416,063	**1,416,063**
TOTAL OTHER FUNDS	**33**	**$ 1,213,759**	**$ 3,269,520**	**$ 4,483,279**	**$ 7,902,035**	**$ 12,385,314**
TOTAL ALL FUNDS**:	***189***	***$ 11,990,116***	***$ 12,716,595***	***$ 24,706,711***	***$ 9,916,005***	***$ 34,622,716***

**Authorized Positions are total number of positions, not full-time equivalents.*
***Analysis does not include internal service, pension or permanent funds*

CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

GENERAL FUND SUMMARY

AUDITED ACTUALS 2011-2012	AUDITED ACTUALS 2012-2013	REVISED BUDGET 2013-2014	DEPARTMENT	ADOPTED BUDGET 2014-2015	% CHANGE OVER FY 13-14	INCREASE/ (DECREASE)
10,881,153	4,110,157	1,315,776	COUNCIL & ADMINISTRATION	896,255	-31.88%	(419,521)
1,035,791	1,043,581	1,146,928	FINANCE & TECHNOLOGY	1,360,432	18.62%	213,504
118,051	90,176	157,716	LEGAL SERVICES	157,716	0.00%	-
599,145	545,053	549,392	COMMUNITY DEVELOPMENT	805,646	46.64%	256,254
185,143	186,060	212,684	CITY CLERK	221,056	3.94%	8,372
192,898	202,313	232,127	HUMAN RESOURCES	259,593	11.83%	27,466
97,437	99,726	122,393	PUBLIC COMMUNICATIONS	117,125	-4.30%	(5,268)
418,195	434,280	467,681	FLEET MAINTENANCE	541,421	15.77%	73,740
3,115,959	3,117,877	3,466,368	POLICE DEPARTMENT	3,025,305	-12.72%	(441,063)
2,179,272	2,258,294	2,247,168	FIRE DEPARTMENT	2,301,147	2.40%	53,979
1,269,662	1,119,482	1,165,204	GENERAL SERVICES	1,608,348	38.03%	443,144
178,100	194,965	369,209	ECONOMIC DEVELOPMENT	222,182	-39.82%	(147,027)
475,675	461,868	511,711	LIBRARY	517,597	1.15%	5,886
1,439,347	1,522,388	1,722,473	PARKS & RECREATION	1,782,756	3.50%	60,283
$ 22,185,828	**$ 15,386,220**	**$ 13,686,830**	**TOTAL**	**$ 13,816,579**	**0.95%**	**$ 129,749**

CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

ENTERPRISE FUNDS SUMMARY

AUDITED ACTUALS 2011-2012	AUDITED ACTUALS 2012-2013	REVISED BUDGET 2013-2014	DEPARTMENT	ADOPTED BUDGET 2014-2015	% CHANGE OVER FY 13-14	INCREASE/ (DECREASE)
4,350,565	3,964,696	4,410,146	WATER	3,716,786	-15.72%	(693,360)
3,856,562	3,829,810	4,393,443	WASTEWATER	4,704,037	7.07%	310,594
2,268,910	2,154,917	2,792,678	SOLID WASTE	2,836,849	1.58%	44,171
498,359	535,833	799,350	STORMWATER	864,595	8.16%	65,245
3,268	-	-	SEAPLANE BASE-PROP SHOP	-	0.00%	-
(1,444)	-	-	SEAPLANE BASE	-	0.00%	-
(1)	-	-	SEAPLANE BASE-WATER TAXI	-	0.00%	-
454,214	463,015	482,219	SEAPLANE BASE AIRPORT/MARINA	513,809	6.55%	31,590
68,133	104,546	67,568	SEAPLANE BASE-SPLASH PARK	68,090	0.77%	522
88,036	97,574	161,537	SEAPLANE BASE-PARK MAINT	136,705	-15.37%	(24,832)
-	-	311,341	PAVILION	495,717	59.22%	184,376
$ 11,586,602	**$ 11,150,391**	**$ 13,418,282**	**TOTAL**	**$ 13,336,588**	**-0.61%**	**$ (81,694)**

City of Tavares
Adopted Budget - Fiscal Year 2015
Position Summary

Current/Approved FTE Summary		2012-2013	2013-2014	2014-2015
General Fund:				
Administration		2.00	2.00	1.50
Finance & Technology		11.50	12.00	13.00
Community Development		5.00	5.00	5.00
City Clerk		2.00	2.00	2.00
Human Resources		2.00	2.00	2.00
Public Communications		1.00	1.00	1.00
Fleet Maintenance		4.00	4.00	4.00
Police		39.50	29.50	29.50
Fire		23.75	24.75	24.75
General Services		7.00	7.00	8.00
Economic Development		2.38	2.00	2.00
Library		9.00	7.00	6.50
Parks		13.00	13.00	13.00
Recreation	*	4.00	4.00	4.00
Total General Fund		**126.13**	**115.25**	**116.25**
Total Community Redevelopment Fund		**0.00**	**0.00**	**0.00**
Utilities Funds:				
Water		11.00	12.00	11.00
Wastewater		16.00	16.00	16.00
Total Utility Fund		**27.00**	**28.00**	**27.00**
Seaplane Fund:				
Transportation		5.00	5.00	5.50
Splash Park/Events		0.00	0.00	0.00
Park Maintenance		1.00	1.00	1.00
Total Marina/Seaplane Fund		**6.00**	**6.00**	**6.50**
Total Solid Waste Fund		**7.00**	**7.00**	**8.00**
Total Stormwater Fund		**3.00**	**4.00**	**4.00**
Total Pavilion Fund		**0.00**	**1.00**	**3.00**
Total Full-time Equivalent Positions		**169.13**	**161.25**	**164.75**

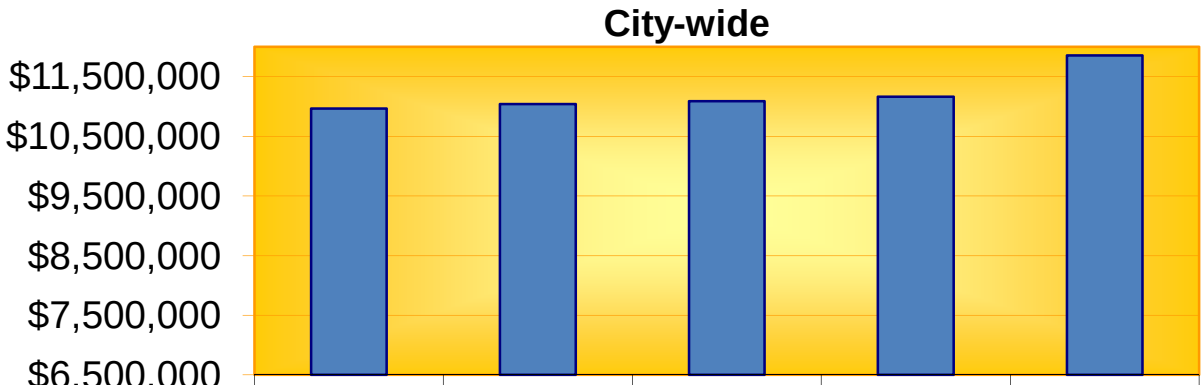
*Seasonal Positions are not included in the FTE count

Change in Position Count Justification:		**FTE**
Position Change - Receptionist to part-time	12003	(0.50)
Staff Increase - Computer Systems Analyst	7016	1.00
Staff Increase - Streets & Roads Supervisor	41001	1.00
Position Correction - Full-time to Part-time	22004	(0.50)
Staff Decrease - Water Treatment Operator	24005	(1.00)
Staff Increase - Wastewater Treatment Operator	24005	1.00
Reorganize staffing hours for Seaplane Base	43003	0.50
Staff Increase - Solid Waste Division	26004	1.00
Staff Increase - Event Support Worker	75002	2.00
Total Change in Position Count		**4.50**

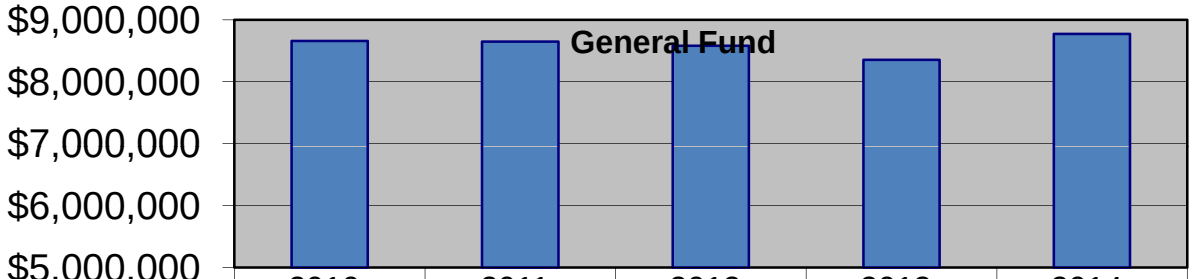
AUTHORIZED POSITIONS	**2012-2013**	**2013-2014**	**2014-2015**
Total General Fund	142.00	128.00	129.00
Total Utility Water/Wastewater Fund	27.00	28.00	27.00
Total Seaplane Base Fund	14.00	17.00	18.00
Total Solid Waste Fund	7.00	7.00	8.00
Total Stormwater Fund	3.00	4.00	4.00
Total Pavilion Fund	0.00	1.00	3.00
Total Authorized Positions	**193.00**	**185.00**	**189.00**

(includes seasonal positions)

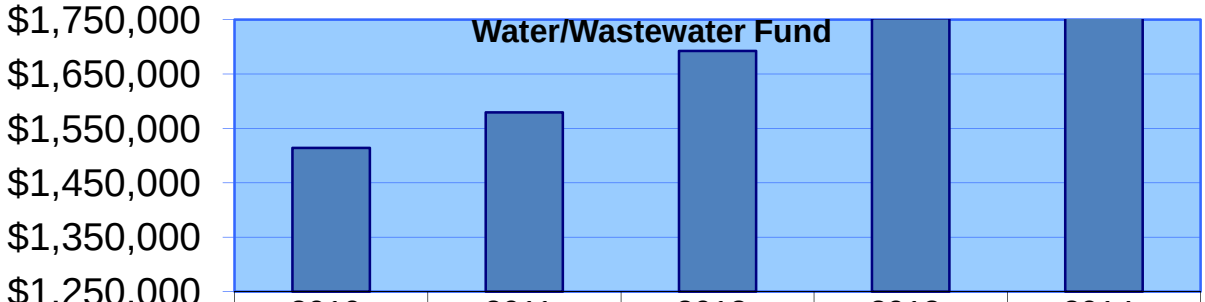
SALARY & BENEFIT COSTS OVER A 5-YEAR PERIOD



	2010-2011	2011-2012	2012-2013	2013-2014	2014-2015
Total Salaries	10,963,845	11,040,802	11,088,385	11,163,285	11,856,555



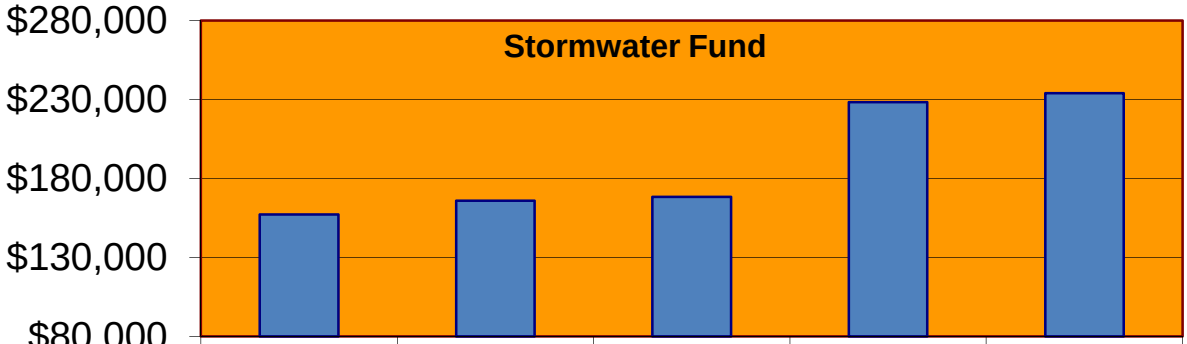
	2010-2011	2011-2012	2012-2013	2013-2014	2014-2015
General Fund	8,661,418	8,646,898	8,582,937	8,352,938	8,772,042



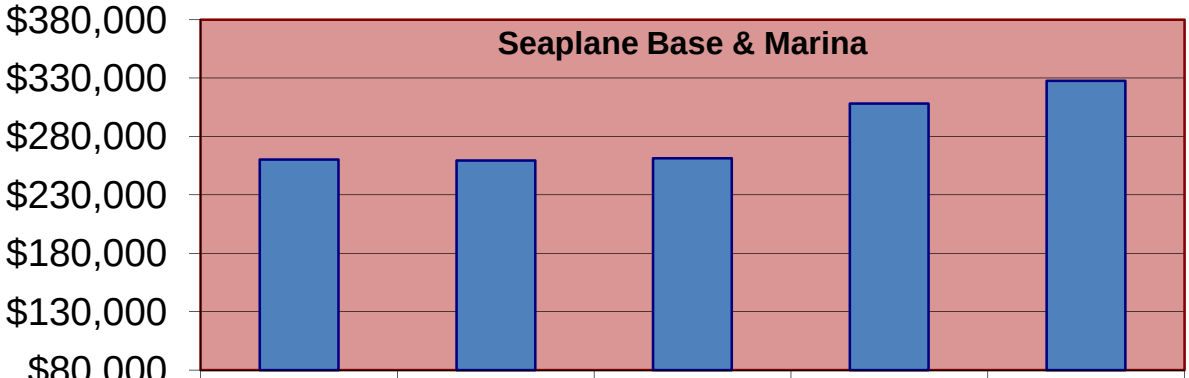
	2010-2011	2011-2012	2012-2013	2013-2014	2014-2015
Utilities Fund	1,514,081	1,579,497	1,692,143	1,752,088	1,870,754

CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

	2010-2011	2011-2012	2012-2013	2013-2014	2014-2015
Solid Waste	365,873	388,687	383,794	418,631	474,555

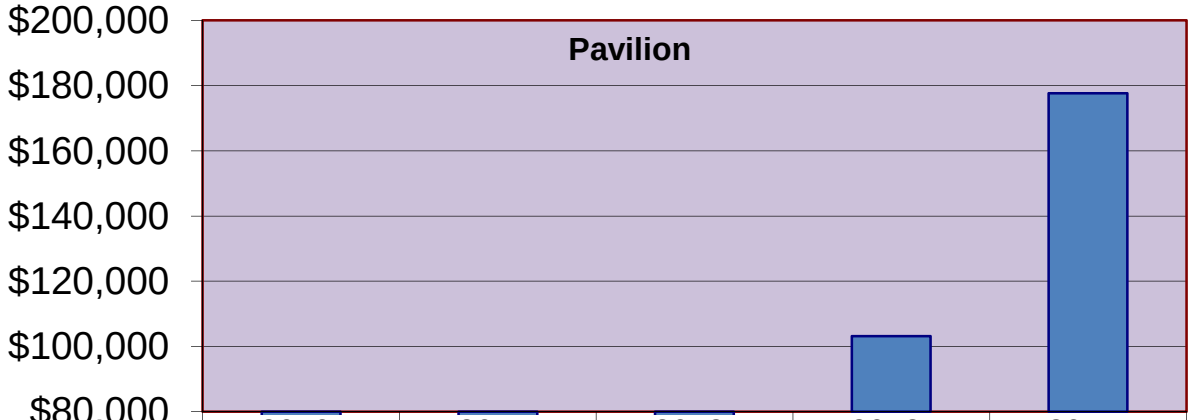


	2010-2011	2011-2012	2012-2013	2013-2014	2014-2015
Stormwater	157,171	165,886	168,367	228,467	234,062



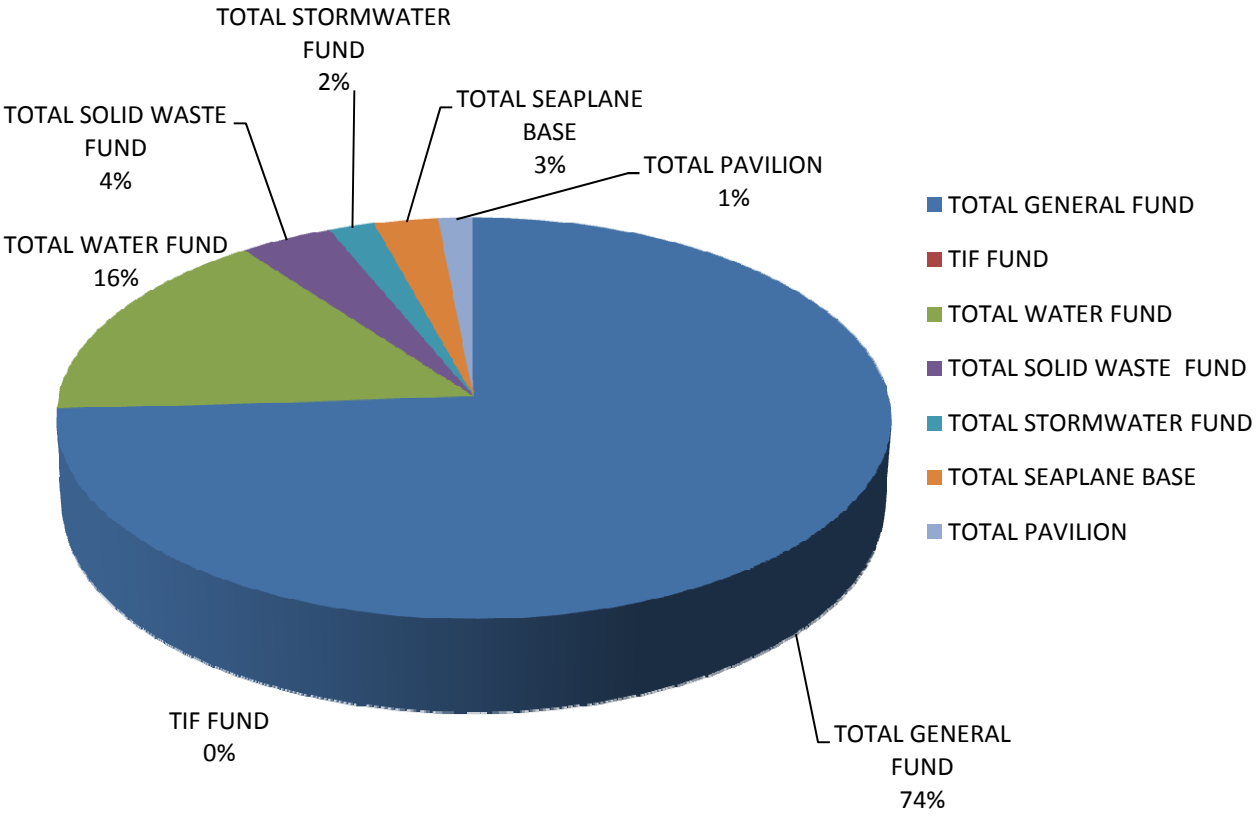
	2010-2011	2011-2012	2012-2013	2013-2014	2014-2015
Seaplane Base	260,041	259,358	261,144	307,977	327,453

CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015



	2010-2011	2011-2012	2012-2013	2013-2014	2014-2015
Pavilion Fund	0	0	0	103,184	177,689

Salary & Wages by Fund - Adopted Budget



GENERAL FUND

FUND 001

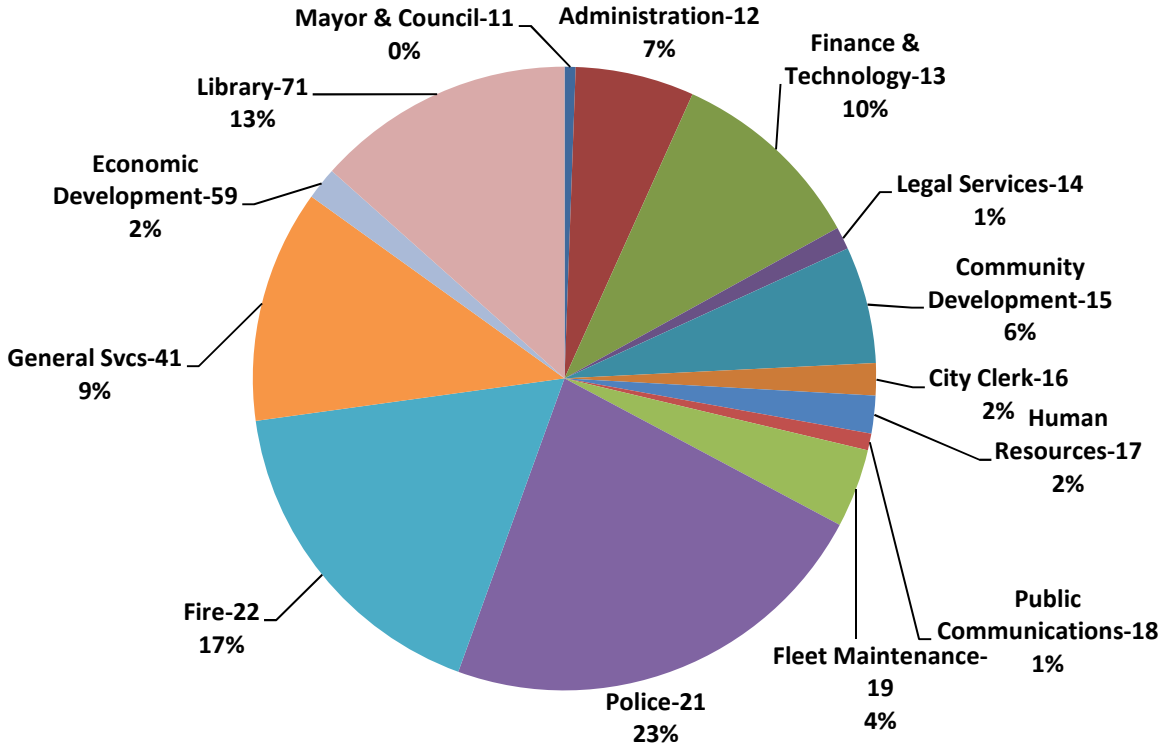
Budget Summary

Department Summary	Audited Actuals 2012-2013	Revised Budget 2013-2014	Adopted Budget 2014-2015	% Change Over FY 13-14
Mayor & Council-11				
Personal Services	28,889	29,300	63,478	116.65%
Operating Expenses	3,445	10,264	12,029	17.20%
Total Mayor & Council	32,334	39,564	**75,507**	90.85%
Administration-12				
Personal Services	241,420	246,123	256,739	4.31%
Operating Expenses	111,240	113,540	118,177	4.08%
Capital Expenses	-	-	1,200	100.00%
Debt	69,976	23,516	27,928	18.76%
Grants and Aids	32,080	15,500	18,000	16.13%
Transfers & Others	3,623,107	877,533	398,704	-54.57%
Total Administration	4,077,823	1,276,212	**820,748**	-35.69%
Finance & Technology-13				
Personal Services	752,640	836,561	968,512	15.77%
Operating Expenses	255,104	303,693	326,503	7.51%
Capital Expenses	35,837	6,674	65,417	880.18%
Debt	-	-	-	0.00%
Total Finance & Tech	1,043,581	1,146,928	**1,360,432**	18.62%
Legal Services-14				
Operating Expenses	90,176	157,716	157,716	0.00%
Total Legal Services-14	90,176	157,716	**157,716**	0.00%
Community Development-15				
Personal Services	358,134	375,951	403,761	7.40%
Operating Expenses	180,005	173,141	344,421	98.93%
Capital Expenses	6,914	300	57,464	19054.67%
Debt	-	-	-	0.00%
Total Comm Development	545,053	549,392	**805,646**	46.64%
City Clerk-16				
Personal Services	166,201	179,791	197,632	9.92%
Operating Expenses	16,859	32,893	21,558	-34.46%
Capital Expenses	3,000	-	1,866	100.00%
Debt	-	-	-	0.00%
Total City Clerk	186,060	212,684	**221,056**	3.94%

Human Resources-17				
Personal Services	174,438	188,303	199,743	6.08%
Operating Expenses	27,875	43,824	56,795	29.60%
Capital Expenses	-	-	3,055	100.00%
Debt	-	-	-	0.00%
Total Human Resources	202,313	232,127	**259,593**	11.83%
Public Communications-18				
Personal Services	80,925	89,973	96,022	6.72%
Operating Expenses	18,801	32,420	21,103	-34.91%
Capital Expenses	-	-	-	0.00%
Total Public Comm.	99,726	122,393	**117,125**	-4.30%
Fleet Maintenance-19				
Personal Services	299,953	316,527	337,589	6.65%
Operating Expenses	132,748	137,154	196,857	43.53%
Capital Expenses	1,579	14,000	6,975	-50.18%
Debt	-	-	-	0.00%
Total Fleet Maintenance	434,280	467,681	**541,421**	15.77%
Police-21				
Personal Services	2,615,308	2,317,441	2,296,758	-0.89%
Operating Expenses	493,492	638,757	663,397	3.86%
Capital Expenses	9,077	455,529	65,150	-85.70%
Debt	-	54,641	-	-100.00%
Total Police	3,117,877	3,466,368	**3,025,305**	-12.72%
Fire-22				
Personal Services	2,055,379	1,968,753	2,033,330	3.28%
Operating Expenses	194,355	251,771	247,753	-1.60%
Capital Expenses	-	26,644	20,064	-24.70%
Debt	-	-	-	0.00%
Total Fire	2,249,734	2,247,168	**2,301,147**	2.40%
General Services-41				
Personal Services	386,837	404,627	475,014	17.40%
Operating Expenses	563,576	729,205	970,947	33.15%
Capital Expenses	169,069	31,372	162,387	417.62%
Debt	-	-	-	0.00%
Total General Services	1,119,482	1,165,204	**1,608,348**	38.03%
Economic Development-59				
Personal Services	183,586	194,755	207,078	6.33%
Operating Expenses	10,142	15,691	14,171	-9.69%
Capital Expenses	1,237	158,763	933	-99.41%
Debt	-	-	-	0.00%
Total Economic Dev.	194,965	369,209	**222,182**	-39.82%
Library-71				
Personal Services	341,486	334,115	356,015	6.55%
Operating Expenses	61,902	85,140	76,383	-10.29%
Capital Expenses	58,480	92,456	85,199	-7.85%
Debt	-	-	-	0.00%
Total Library	461,868	511,711	**517,597**	1.15%
Park & Recreation-72				
Personal Services	897,741	967,033	1,013,932	4.85%
Operating Expenses	612,149	640,296	665,700	3.97%
Capital Expenses	12,498	115,144	103,124	-10.44%
Debt	-	-	-	0.00%
Total Parks & Rec	1,522,388	1,722,473	**1,782,756**	3.50%
Grand Total General Fund	**$ 15,377,660**	**$ 13,686,830**	**$ 13,816,579**	**0.95%**

Category Summary				
Personal Services	8,582,937	8,449,253	**8,905,603**	5.40%
Operating Expenses	2,771,869	3,365,505	**3,893,510**	15.69%
Capital Expenses	297,691	900,882	**572,834**	-36.41%
Debt	69,976	78,157	**27,928**	-64.27%
Grants and Aids	32,080	15,500	**18,000**	16.13%
Transfers & Others	3,623,107	877,533	**398,704**	-54.57%
Grand Total General Fund	**$ 15,377,660**	**$ 13,686,830**	**$ 13,816,579**	**0.95%**

GENERAL FUND EXPENDITURE SUMMARY



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CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

GENERAL FUND REVENUE

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2012-2013	REVISED BUDGET 2013-2014	ESTIMATED REVENUE 2014-2015	% CHANGE OVER FY 13-14
TAXES					
311.01-00	CURRENT	3,257,654	3,797,346	**4,277,515**	12.64%
311.02-00	DELINQUENT	129,198	15,113	**54,398**	259.94%
311.03-00	DEDICATED DEBT SERVICE-G.O.	254,985	271,554	**-**	-100.00%
311.04-00	DELINQUENT VOTED DEBT	8,457	-	**-**	0.00%
* AD VALOREM TAXES		3,650,294	4,084,013	**4,331,913**	6.07%
312.41-00	FIRST LOCAL OPT GAS TAX	272,720	273,554	**259,537**	-5.12%
312.42-00	SECOND LOCAL OPT GAS TAX	62,498	64,090	**64,090**	0.00%
* LOCAL OPTION TAXES		335,218	337,644	**323,627**	-4.15%
314.10-00	ELECTRIC	892,925	896,435	**949,760**	5.95%
314.30-00	WATER	331,426	314,331	**335,477**	6.73%
314.40-00	GAS	28,733	30,875	**35,149**	13.84%
314.80-00	PROPANE	14,539	15,122	**14,203**	-6.08%
315.00-00	TELECOMMUNICATIONS TAX	644,663	603,110	**586,279**	-2.79%
* UTILITY TAXES		1,912,286	1,859,873	**1,920,868**	3.28%
316.01-00	LOCAL BUSINESS TAX	46,343	46,015	**47,160**	2.49%
* OTHER TAXES		46,343	46,015	**47,160**	2.49%
** TOTAL TAXES		5,944,141	6,327,545	**6,623,568**	4.68%
PERMITS AND FEES					
322.01-00	BUILDING PERMITS	540,466	528,500	**691,605**	30.86%
323.10-00	ELECTRIC	921,014	939,853	**970,549**	3.27%
323.20-00	GAS	25,576	30,298	**32,301**	6.61%
329.01-02	ZONING, VARIANCES, APPEALS	11,556	15,100	**26,927**	78.32%
329.03-01	MOBILE FOOD VENDOR LICENSES	100	500	**200**	-60.00%
** TOTAL PERMITS AND FEES		1,498,712	1,514,251	**1,721,582**	13.69%
GRANTS - FEDERAL AND STATE					
331.20-20	US DEPT OF JUSTICE-VESTS	-	1,000	**1,000**	0.00%
* FEDERAL GRANTS		-	1,000	**1,000**	0.00%
334.49-01	FDOT-US 441 LIGHTING AGREE.	43,725	52,924	**54,511**	3.00%
* STATE GRANTS		43,725	52,924	**54,511**	3.00%
** TOTAL GRANTS - FEDERAL AND STATE		43,725	53,924	**55,511**	2.94%
INTERGOVERNMENTAL REVENUE					
335.12-00	STATE REVENUE SHARING	330,189	341,048	**379,642**	11.32%
335.14-00	MOBILE HOME LICENSES	12,221	11,171	**12,573**	12.55%
335.15-00	ALCOHOLIC BEVERAGE LICENSE	4,264	10,346	**11,021**	6.52%
335.18-00	HALF-CENT SALES TAX	683,141	698,681	**766,057**	9.64%
335.20-00	FIREFIGHTER'S SUPPLEMENT	4,270	4,560	**3,418**	-25.04%
335.49-01	MOTOR FUEL TAX REBATE	13,062	15,701	**15,046**	-4.17%
335.49-02	FDOT TRAFFIC SIGNAL MAINT	12,297	12,666	**15,998**	26.31%
* STATE SHARED REVENUE		1,059,444	1,094,173	**1,203,755**	10.02%

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CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

GENERAL FUND REVENUE

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2012-2013	REVISED BUDGET 2013-2014	ESTIMATED REVENUE 2014-2015	% CHANGE OVER FY 13-14
337.70-10	COUNTY AID TO LIBRARIES	100,839	100,392	**95,159**	-5.21%
337.70-50	LIBRARY E-RATE (SPRINT)	3,800	1,600	**2,500**	56.25%
* LOCAL SHARED REVENUES		104,639	101,992	**97,659**	-4.25%
338.01-00	COUNTY BUSINESS TAX REC	13,693	16,308	**16,533**	1.38%
338.02-00	TRANS IMPACT FEE PARTICIP	52,700	-	**-**	0.00%
338.03-00	911 COMMUNICATIONS REIMB.	-	-	**-**	0.00%
338.04-01	COUNTY ALS PAYMENT	-	60,590	**63,575**	4.93%
338.04-02	CLOSEST UNIT RESPONSE	-	-	**1,000**	100.00%
338.05-00	LIBRARY IMPACT PARTICIPATION	-	40,000	**40,000**	0.00%
* COUNTY SHARED REVENUE		66,393	116,898	**121,108**	3.60%
** TOTAL INTERGOVERNMENTAL REVENUES		1,230,476	1,313,063	1,422,522	8.34%
CHARGES FOR SERVICES					
341.30-01	COUNTY IMPACT ADM FEE	861	710	**2,059**	190.00%
341.90-05	SALE OF MAPS & PUBS	-	15	**10**	-33.33%
344.40-01	CHAMBER COMMERCE RENTALS	149,700	14,400	**14,400**	0.00%
347.20-01	RECREATION FEES	43,225	49,300	**49,342**	0.09%
347.20-03	SUMMER PROGRAM	35,869	37,750	**37,500**	-0.66%
347.20-06	REC PROGRAM SPONSORSHIPS	4,875	6,500	**6,500**	0.00%
347.40-01	JULY 4TH	355	600	**-**	-100.00%
347.40-02	LIGHT UP MAINSTREET	-	600	**-**	-100.00%
347.50-01	CIVIC CENTER RENTAL	18,547	20,200	**20,200**	0.00%
347.50-03	FIELD/FIELD LIGHT RENTALS	3,485	3,500	**5,971**	70.60%
347.50-04	COMMUNITY GARDEN FEES	180	300	**200**	-33.33%
** TOTAL CHARGES FOR SERVICES		257,097	133,875	**136,182**	1.72%
FINES & FORFEITURES					
351.10-00	POLICE JUDGMENTS & FINES	10,973	14,225	**17,651**	24.08%
352.10-00	LIBRARY FINES	7,172	7,300	**7,300**	0.00%
352.20-00	LIBRARY FINES PAID @ CITY HALL	39	100	**-**	-100.00%
354.01-00	PARKING VIOLATIONS	160	500	**500**	0.00%
354.02-00	CODE VIOLATIONS	12,892	10,500	**2,545**	-75.76%
354.03-00	FALSE ALARM VIOLATIONS	-	850	**400**	-52.94%
** TOTAL FINES AND FORFEITURES		31,236	33,475	**28,396**	-15.17%
INTEREST & OTHER INCOME					
361.10-01	INTEREST INCOME	908	1,200	**1,000**	-16.67%
361.10-02	SBA INTEREST	1,577	1,800	**1,730**	-3.89%
361.10-08	INVESTMENT	-	100	**25**	-75.00%
361.10-09	LOAN PROCEEDS	211	-	**-**	0.00%
* INTEREST INCOME		2,696	3,100	**2,755**	-11.13%
364.01-01	CEMETERY LOTS	12,600	13,500	**11,061**	-18.07%
365.01-00	SURPLUS/SCRAP PROP SALES	7,506	9,140	**10,589**	15.85%
366.06-00	FOUNT/FLAG POLE DONATIONS	15,253	-	**-**	0.00%
366.08-00	FRIENDS DONATIONS -APPROP	-	18,486	**-**	-100.00%
367.02-00	UNREALIZED GAIN ON INVEST	(353)	5,000	**2,137**	-57.26%
369.10-01	MISCELLANEOUS	67,210	53,302	**42,176**	-20.87%
369.10-02	INSURANCE REIMBURSEMENT	3,089	-	**-**	0.00%
369.10-03	CEMETERY FEES	2,691	4,200	**5,392**	28.38%
369.10-04	REFUND-PRIOR YR EXPENSE	-	-	**8,200**	100.00%

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CITY OF TAVARES
ADOPTED BUDGET
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GENERAL FUND REVENUE

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2012-2013	REVISED BUDGET 2013-2014	ESTIMATED REVENUE 2014-2015	% CHANGE OVER FY 13-14
369.10-06	P&Z ADVERTISING-REIMBURSE	1,937	4,008	**4,700**	17.27%
369.10-09	CONCESSION CONTRACTS	3,650	3,600	**4,079**	13.31%
369.10-11	MISCELLANEOUS LIBRARY FEE	6,183	3,925	**5,503**	40.20%
369.10-12	E-RATE SPRINT - LIBRARY	-	-	**-**	0.00%
369.10-14	LIEN SEARCHES	17,655	18,759	**21,907**	16.78%
369.20-01	COUNTY SCHOOL IMPACTS	-	-	**-**	0.00%
369.20-02	RADON COLLECTION FEE	1,864	890	**1,234**	38.65%
369.20-03	COUNTY ROAD IMPACTS	-	-	**-**	0.00%
369.20-05	COUNTY LIBRARY IMPACTS	-	-	**-**	0.00%
* OTHER INCOME		139,285	134,810	**116,978**	-13.23%
** TOTAL INTEREST & OTHER INCOME		141,981	137,910	**119,733**	-13.18%
*** *TOTAL GENERAL FUND REVENUES*		*9,147,368*	*9,514,043*	*10,107,494*	*6.24%*
OTHER SOURCES					
381.01-22	FROM FIRE ASSESSMENT FUND	1,407,645	1,569,134	**1,619,134**	3.19%
381.04-01	TRANSFERS FROM WTR/SWR	521,653	540,704	**581,876**	7.61%
381.04-02	TRANSFERS FROM SOLID WASTE	194,728	196,631	**197,210**	0.29%
381.04-03	TRANSFERS FROM SW	38,159	39,020	**52,553**	34.68%
* TRANSFERS IN		2,162,185	2,345,489	**2,450,773**	4.49%
382.04-01	FROM WATER/SEWER	578,618	620,695	**596,844**	-3.84%
382.04-02	FROM SOLID WASTE	468,556	473,545	**502,680**	6.15%
382.04-03	FROM STORMWATER	156,181	155,335	**158,788**	2.22%
382.04-05	SEAPLANE BASE FUND	251	-	**-**	0.00%
* REIMBURSEMENTS		1,203,606	1,249,575	**1,258,312**	0.70%
384.20-00	LEAGUE LEASE	-	465,507	**-**	-100.00%
384.30-00	BONDS	2,750,000	-	**-**	0.00%
* DEBT PROCEEDS		2,750,000	465,507	**-**	-100.00%
389.01-02	CONTR FROM DENTL INS FUND	250,638	-	**-**	0.00%
389.90-00	APPROPRIATED RESERVES	-	112,217	**-**	-100.00%
* APPROPRIATED RESERVES		250,638	112,217	-	-100.00%
*** *TOTAL OTHER SOURCES*		*6,366,429*	*4,172,788*	***3,709,085***	*-11.11%*
TOTAL GENERAL FUND REVENUE		**$ 15,513,797**	**$ 13,686,831**	**$ 13,816,579**	***0.95%***

CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

GENERAL FUND REVENUE
FUND 001

ACCOUNT	DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2014-2015
311.01-00	CURRENT	ESTIMATED AD VALOREM OF 6.7283 MILLS	4,277,515	4,277,515
311.02-00	DELINQUENT	ESTIMATED DELINQUENT TAX COLLECTIONS	54,398	54,398
311.03-00	DEDICATED DEBT SVC - G.O.	NO AMOUNT BUDGETED	-	-
312.41-00	FIRST LOCAL OPT GAS TAX	ESTIMATED FIRST LOCAL OPTION GAS TAX RECEIVED	259,537	259,537
312.42-00	SECOND LOCAL OPT GAS TX	ESTIMATED SECOND LOCAL OPTION GAS TAX DISTRIBUTED BY LAKE COUNTY	64,090	64,090
314.10-00	ELECTRIC	UTILITY TAXES - ELECTRIC (SECO & DUKE)	949,760	949,760
314.30-00	WATER	ESTIMATED COLLECTION FROM WATER UTILITY FEE NOT ASSESSED ON OUTSIDE-CITY WATER CUSTOMERS	335,477	335,477
314.40-00	GAS	UTILITY TAX RECEIPTS COLLECTED FROM NATURAL GAS PROVIDERS	35,149	35,149
314.80-00	PROPANE	UTILITY TAX RECEIPTS COLLECTED FROM PROPANE PROVIDERS	14,203	14,203
315.00-00	TELECOMMUNICATION TAX	ESTIMATED COLLECTIONS FROM COMMUNICATION SERVICE SALES IN TAVARES; COLLECTED BY THE STATE AND DISTRIBUTED TO THE CITY	586,279	586,279
316.01-00	LOCAL BUSINESS TAX	ESTIMATED BUSINESS TAX RECEIPT COLLECTIONS	47,160	47,160
322.01-00	BUILDING PERMITS	ESTIMATED REVENUE DERIVED FROM PERMITS ISSUED	691,605	691,605
323.10-00	ELECTRIC	ESTIMATED COLLECTIONS FROM ELECTRIC FRANCHISE FEES	970,549	970,549
323.20-00	GAS	ESTIMATED COLLECTIONS FROM GAS FRANCHISE FEES	32,301	32,301
329.01-02	ZONING, VARIANCES, APPEAL	ESTIMATED REVENUE DERIVED FROM ZONING FEES AND VARIANCE FEES	26,927	26,927
329.03-01	MOBILE FOOD VENDOR LICENS	ESTIMATED MOBILE VENDOR LICENSES	200	200
331.20-20	US DEPT OF JUST-VESTS	US DEPT OF JUSTICE BULLETPROOF VEST PROGRAM LEVEL FUND FOR POLICE VEST FEDERAL REIMBURSEMENT	1,000	1,000
334.49-01	FDOT-US 441 LIGHTING AGRE	PROJECT ID 413615-1-78-07, CONTRACT AO-134 (PER 5-17-2013 AMOUNT)	54,511	54,511
335.12-00	STATE REVENUE SHARING	MUNICIPAL REVENUE SHARING; DISTRIBUTIONS RECEIVED FROM STATE OF FLORIDA	379,642	379,642
335.14-00	MOBILE HOME LICENSES	REVENUE DERIVED FROM MOBILE HOME LICENSES DISTRIBUTED BY STATE OF FLORIDA	12,573	12,573
335.15-00	ALCOHOLIC BEVERAGE LICENS	REVENUE DERIVED FROM ALCOHOLIC BEVERAGE LICENSES DISTRIBUTED BY STATE OF FLORIDA	11,021	11,021
335.18-00	HALF CENT SALES TAX	ESTIMATED COLLECTIONS FROM HALF-CENT SALES TAX SHARED REVENUES; DISTRIBUTED BY STATE OF FLORIDA	766,057	766,057
335.20-00	FIREFIGHTERS SUPPLEMENT	INCENTIVE PAY FOR ELIGIBLE FIREFIGHTERS; RECEIVED FROM STATE OF FLORIDA	3,418	3,418
335.49-01	MOTOR FUEL TAX REBATE	REFUNDS AND/OR CREDITS FROM THE STATE OF FLORIDA FOR TAXES PAID ON MOTOR AND/OR DIESEL FUEL	15,046	15,046
335.49-02	FDOT TRAFFIC SIGNAL MAINT	CONTRACT NO. AM598 FOR JULY 2014 TO JUNE 2015 ADJUST FOR NEW YEAR	15,998	15,998
337.70-10	COUNTY AID TO LIBRARIES	COUNTY SHARED REVENUES FROM LIBRARY OPERATIONS	95,159	95,159
337.70-50	LIBRARY E-RATE (SPRINT)	ESTIMATED LIBRARY E-RATE FUNDING	2,500	2,500

CITY OF TAVARES
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FISCAL YEAR 2014-2015

GENERAL FUND REVENUE
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ACCOUNT	DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2014-2015
338.01-00	COUNTY OCCUPATIONAL	SHARED REVENUE - COUNTY BUSINESS TAX RECEIPTS	16,533	16,533
338.02-00	TRANS IMPACT FEE PARTICIP	NO AMOUNT BUDGETED	-	-
338.04-01	COUNTY ALS PAYMENT	PER AGREEMENT WITH LAKE COUNTY FOR ALS SERVICE		63,575
		.1 MIL OF TAVARES CERTIFIED FINAL TAX ROLL	63,575	
338.04-02	CLOSEST UNIT RESPONSE	CLOSEST UNIT RESPONSE - FIRST CHECK SHOULD BE		1,000
		RECEIVED DECEMBER 2014	1,000	
338.05-00	LIBRARY IMPACT PARTICIPAT	IMPACT FEE REVENUE FOR LIBRARY EXPANSION	40,000	40,000
341.30-01	CTY IMPACT ADM COLLECTION	ADMIN FEES FOR COLLECTION OF LAKE COUNTY ROAD AND		2,059
		SCHOOL IMPACT FEES	2,059	
341.90-05	SALE OF MAPS & PUBS	ESTIMATED SALES OF MAPS AND PUBLICATIONS	10	10
344.40-01	CHAMBER & GULF RR RENTALS	CHAMBER OF COMMERCE RENTAL AGREEMENT DISTRIBUTION		14,400
		TAVRES, EUSTIS GULF RR($1200/MO)	14,400	
347.20-01	RECREATION FEES	RECREATION FEES	42,844	49,342
		SPRING & FALL PROGRAMS	6,498	
347.20-03	SUMMER PROGRAM	SUMMER PROGRAM		37,500
		50 PARTICIPANTS $75 PER PARTICIPANT FOR 10 WEEKS	37,500	
347.20-06	REC PROGRAM SPONSORSHIPS	BABE RUTH SPRING & FALL TEAM SPONSORS	6,500	6,500
347.40-01	JULY 4TH	ESTIMATED DONATIONS FROM JULY 4 EVENT SPONSORS	-	-
347.40-02	LIGHT UP TAVARES	ESTIMATED DONATIONS FROM LIGHT UP EVENT SPONSORS	-	-
347.50-01	CIVIC CENTER RENTAL	ESTIMATED COLLECTIONS FOR FACILITY RENTALS	20,200	20,200
347.50-03	FIELD/FIELD LIGHT RENTALS	ESTIMATED REVENUE FROM BALL FIELD RENTALS	5,971	5,971
347.50-04	COMMUNITY GARDEN FEES	ESTIMATED COMMUNITY GARDEN FEES	200	200
351.10-00	POLICE JUDGMENTS & FINES	ESTIMATED REVENUES FROM POLICE JUDGMENTS & FINES	17,651	17,651
352.10-00	LIBRARY FINES	ESTIMATED REVENUE FROM LIBRARY FINES	7,300	7,300
352.20-00	LIBRARY FINES PD AT CH	ESTIMATED LIBRARY FINES TO BE PAID AT CITY HALL	-	-
354.01-00	PARKING VIOLATIONS	ESTIMATED REVENUE FROM PARKING VIOLATION FINES	500	500
354.02-00	CODE VIOLATIONS	ESTIMATED REVENUE FROM CODE ENFORCEMENT FINES	2,545	2,545
354.03-00	FALSE ALARM VIOLATIONS	EST. REVENUE FROM NOISE/FALSE ALARM VIOLATIONS	400	400
361.10-01	INTEREST INCOME	ESTIMATED INTEREST EARNINGS	1,000	1,000
361.10-02	SBA INTEREST	ESTIMATED SBA INTEREST EARNINGS	1,730	1,730
361.10-08	INVESTMENT	ESTIMATED INTEREST INCOME	25	25
361.10-09	LOAN PROCEEDS	NO AMOUNT BUDGETED	-	-
364.01-01	CEMETERY LOTS	ESTIMATED REVENUE FROM CEMETERY LOT SALES	11,061	11,061
365.01-00	SURPLUS/SCRAP PROP SALES	ESTIMATED REVENUE FROM SURPLUS/SCRAP SALES	10,589	10,589
366.06-00	FOUNT/FLAG POLE DONATIONS	NO AMOUNT BUDGETED	-	-
366.08-00	FRIENDS DONATIONS -APPROP	NO AMOUNT BUDGETED	-	-
367.02-00	UNREALIZED GAIN ON INVEST	ESTIMATED UNREALIZED GAINS	2,137	2,137

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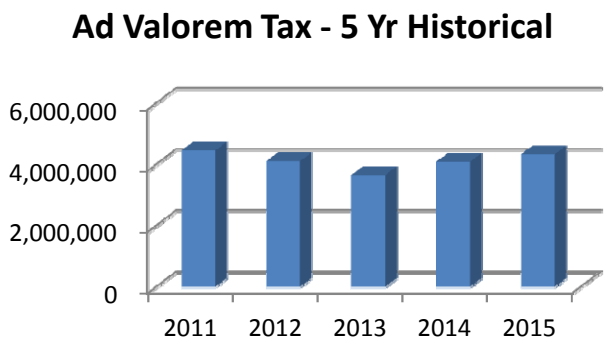
CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

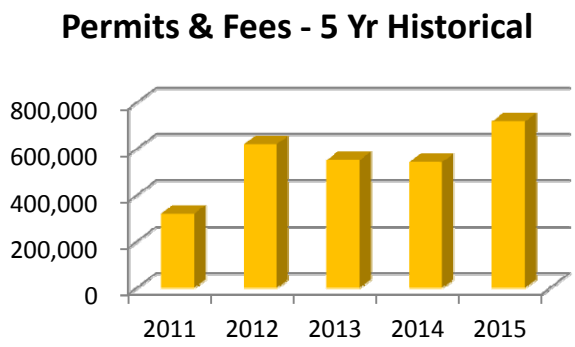
GENERAL FUND REVENUE
FUND 001

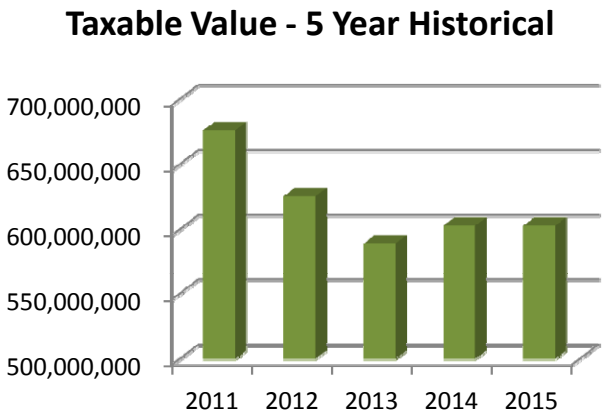
ACCOUNT	DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2014-2015
369.10-01	MISCELLANEOUS	ESTIMATED REVENUE FROM MISCELLANEOUS FEES/CHARGES		42,176
		ROTARY DONATION FOR FIREWORKS - DRAGON BOAT	42,176	
369.10-02	INSUR REIMBURSEMENTS	NO AMOUNT BUDGETED	-	-
369.10-03	CEMETERY FEES	ESTIMATED REVENUE FROM CEMETERY FEES	5,392	5,392
369.10-04	REFUND-PRIOR YR EXPENSE	REFUND PRIOR YEAR EXPENSE	8,200	8,200
369.10-06	P&Z ADVERTISING-REIMBURSE	ESTIMATED REVENUE FROM PLANNING & ZONING		4,700
		ADVERTISING FEES-APPLICANT REIMBURSEMENTS	4,700	
369.10-09	CONCESSION CONTRACTS	CONCESSION CONTRACTS:	4,079	4,079
		GRIDIRON GANG (STOVER)		
		THE RAVE (WOODLEA)		
369.10-11	MISCELLANEOUS LIBRARY FEE	ESTIMATED REVENUE FROM MISCELLANEOUS LIBRARY FEES	5,503	5,503
369.10-14	LIEN SEARCHES	ESTIMATED REVENUE FROM LIEN SEARCH REQUESTS	21,907	21,907
369.20-02	ST RADON COLLECTION FEE	ESTIMATED REVENUE FROM STATE-RADON PASS THROUGH	1,234	1,234
381.01-22	FROM FIRE ASSESSMENT FUND	TRANSFERS FROM FIRE ASSESSMENTS (NET)	1,619,134	1,619,134
381.04-01	TRANSFERS FROM WATER /SEWER	OPERATING TRANSFERS IN LIEU OF TAXES:		581,876
		OPERATING TRANSFERS FROM WATER	290,938	
		OPERATING TRANSFERS FROM WASTEWATER	290,938	
381.04-02	TRANSFERS FROM SANITATION	OPERATING TRANSFER IN LIEU OF TAXES-SOLID WASTE	197,210	197,210
381.04-03	TRANSFERS FROM STORM WATER	OPERATING TRANSFER IN LIEU OF TAXES - STORMWATER	52,553	52,553
382.04-01	FROM WATER/SEWER	REIMBURSEMENTS FROM WATER	281,449	596,844
		REIMBURSEMENTS FROM WASTEWATER	281,449	
		ADJUST 5-6-2014 FOR TECHNOLOGY/NEW	16,973	
		ADJUST 5-6-2014 FOR TECHNOLOGY/NEW	16,973	
382.04-02	FROM SANITATION	REIMBURSEMENTS FROM SOLID WASTE	476,607	502,680
		ADJUST 5-6-2014 TECHNOLOGY/NEW	26,073	
382.04-03	FROM STORMWATER	REIMBURSEMENTS FROM STORMWATER	158,788	158,788
382.04-05	SEAPLANE BASE FUND	NO AMOUNT BUDGETED	-	-
384.20-00	LEAGUE LEASE	NO AMOUNT BUDGETED	-	-
384.30-00	BONDS	NO AMOUNT BUDGETED	-	-
389.01-02	CONTR FROM DENTL INS FUND	NO AMOUNT BUDGETED	-	-
389.90-00	APPROPRIATED RESERVES	ADDITIONAL REVENUE NOT APPROPRIATED	-	-

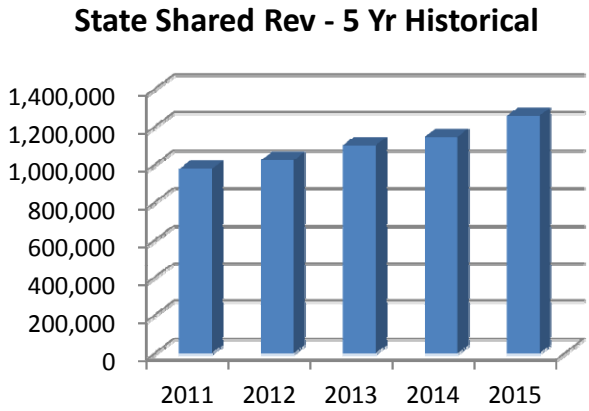
CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

GRAPHICAL DATA FOR THE GENERAL FUND REVENUES

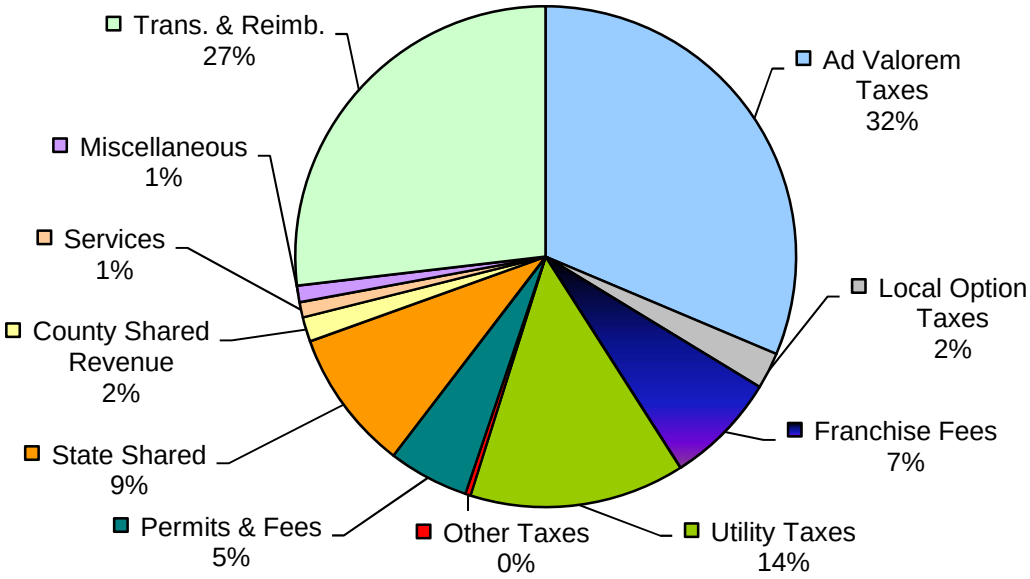








ESTIMATED GENERAL FUND REVENUE FISCAL YEAR 2015



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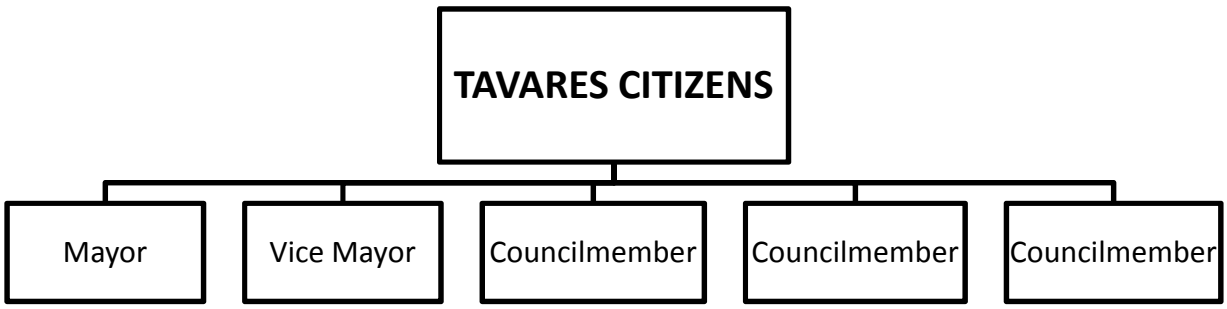
Mayor & Council

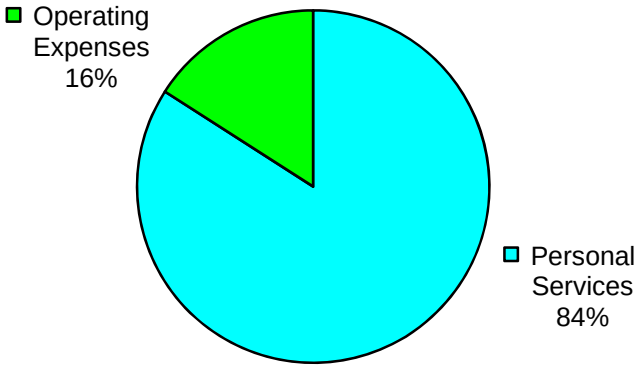
Department 11



Budget Summary

Department Summary	Audited Actuals 2012-2013	Revised Budget 2013-2014	Adopted Budget 2014-2015	% Change Over FY 13-14
Council-1101				
Personal Services	28,889	29,300	**63,478**	116.65%
Operating Expenses	3,445	10,264	**12,029**	17.20%
Grand Total Council	**$ 32,334**	**$ 39,564**	**$ 75,507**	**90.85%**
Percentage of Fund Budget	*0.21%*	*0.29%*	*0.55%*	

2015 APPROPRIATIONS



FUND	**001**	**CITY OF TAVARES**
DEPT	**11**	**ADOPTED BUDGET**
DIVISION	**01**	**FISCAL YEAR 2014-2015**

MAYOR & COUNCIL EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2012-2013	REVISED BUDGET 2013-2014	ADOPTED BUDGET 2014-2015	% CHANGE OVER FY 13-14
SALARIES AND BENEFITS					
511.11-10	MAYOR / COUNCIL PAY	26,784	27,162	**28,875**	6.31%
511.21-10	FICA / MED TAXES	2,049	2,078	**2,209**	6.30%
511.23-10	HEALTH INSURANCE	-	-	**32,333**	100.00%
511.23-30	DEPENDENT HEALTH INSURANCE	-	-	**-**	0.00%
511.24-10	WORKERS' COMPENSATION	56	60	**61**	1.67%
* SALARIES AND BENEFITS		28,889	29,300	**63,478**	116.65%
OPERATING EXPENDITURES					
511.40-10	TRAVEL & PER DIEM COUNCIL	1,873	2,894	**4,969**	71.70%
511.48-65	SISTER CITY	-	-	**2,500**	100.00%
511.52-10	OPERATING SUPPLIES COUNCIL	1,572	5,110	**2,025**	-60.37%
511.54-10	BKS, PUB, SUB, MEM, LIB	-	2,260	**2,535**	12.17%
* OPERATING EXPENDITURES		3,445	10,264	**12,029**	**17.20%**
TOTAL MAYOR/COUNCIL		**32,334**	**39,564**	**75,507**	**90.85%**

FUND 001
DEPT 11
DIVISION 01

CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

MAYOR & COUNCIL EXPENDITURE JUSTIFICATION

ACCOUNT	DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2014-2015
511.11-10	MAYOR / COUNCIL PAY	COUNCIL MEMBER PAY	28,875	28,875
511.21-10	FICA / MED TAXES	SOCIAL SECURITY AND MEDICARE TAX BENEFIT	2,209	2,209
511.23-10	HEALTH INSURANCE	HEALTH INSURANCE PREMIUMS FOR EMPLOYEES	32,333	32,333
511.24-10	WORKERS' COMPENSATION	WORKERS' COMPENSATION INSURANCE	61	61
511.40-10	TRAVEL & PER DIEM COUNCIL	LAKE CO LEAGUE OF CITIES BUSINESS MEETINGS		4,969
		12 MEETINGS AT $13 EACH	156	
		TAVARES CHAMBER OF COMMERCE BUSINESS MEETINGS		
		24 MEETINGS AT $12 EACH	288	
		MISC. SEMINARS	1,200	
		MISC. BUSINESS MEETINGS	400	
		LAKE COUNTY LEAGUE OF CITIES COMMUNITY SERVICE		
		AWARDS BANQUET AT $30 EACH	150	
		LAKE COUNTY LEAGUE OF CITIES SPONSOR NIGHT		
		TABLE FOR 10	250	
		TAVARES CHAMBER OF COMMERCE RED CARPET GALA	525	
		UCF/FLC INSTITUTE FOR ELECTED MUNICIPAL OFFICALS	750	
		FLORIDA LEAGUE OF MAYORS ANNUAL BUSINESS MEETING	650	
		LAKE SUMTER MPO AWARDS BANQUET	100	
		LAKE COUNTY DAYS	500	
511.48-65	SISTER CITY	SISTER CITY PROGRAM	2,500	2,500
511.52-10	OPERATING SUPPLIES COUNCI	COUNCIL MEETING AND WORKSHOP OPERATING SUPPLIES	800	2,025
		AWARDS/PLAQUES/PHOTOS/DAIS SIGNS/LAPEL PINS AND		
		BUSINESS CARDS	625	
		COUNCIL SPECIAL PROJECTS/CODE BOOKS	300	
		CITY SHIRTS	300	
511.54-10	BKS, PUB, SUB, MEM, LIB	FLORIDA LEAGUE OF CITIES MEMBERSHIP	1,400	2,535
		LAKE COUNTY LEAGUE OF CITIES MEMBERSHIP	500	
		SISTER CITIES INTERNATIONAL PROGRAM MEMBERSHIP	360	
		FLORIDA LEAGUE OF MAYORS MEMBERSHIP	275	

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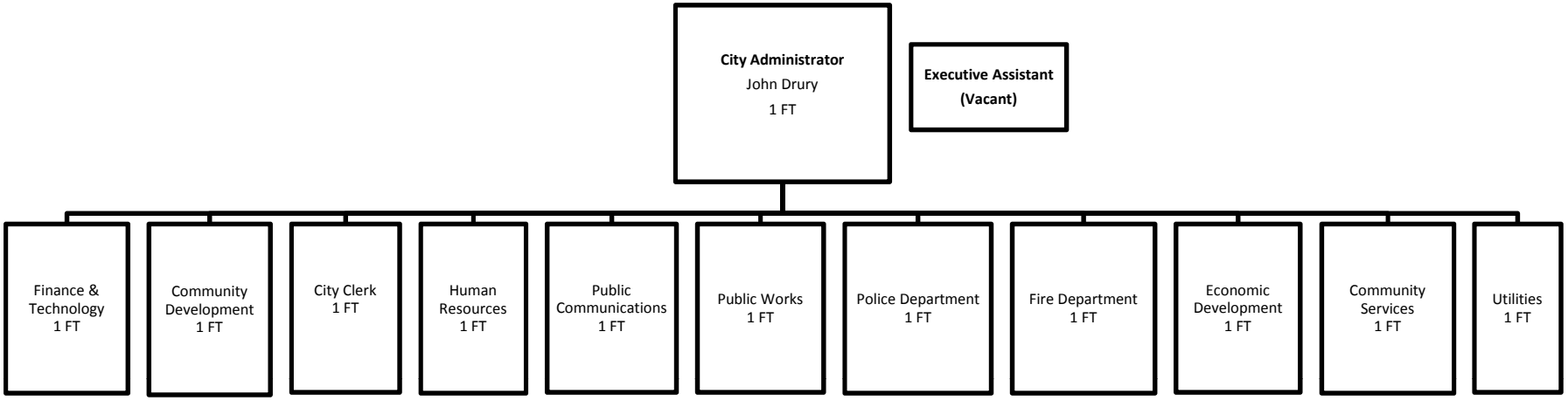
Administration

Department 12



Position Summary

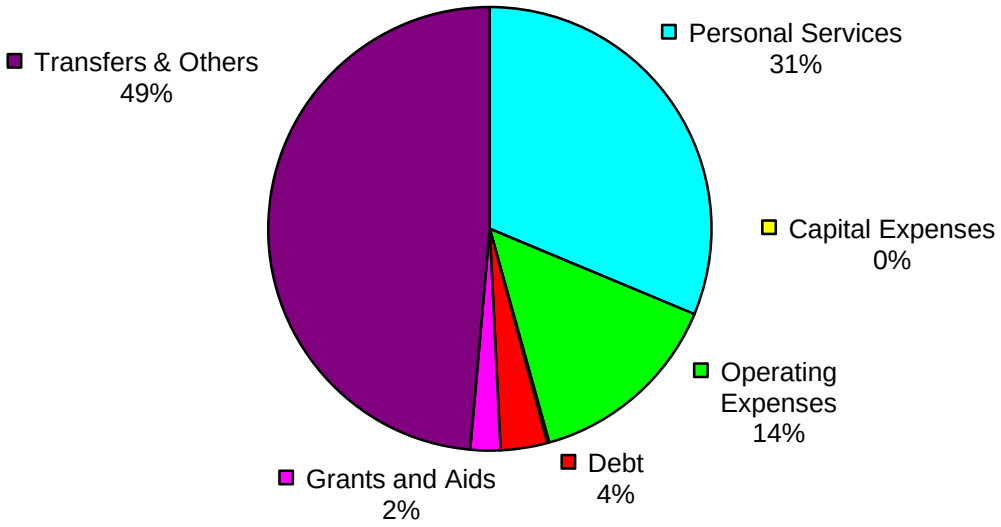
Authorized Positions	Pos. #	2012-2013	2013-2014	2014-2015
Full Time:				
Administrative Assistant	2004	0	0	0
City Administrator	2001	1	1	1
Receptionist	12003	1	1	0
No. of Full Time		2	2	1
Part Time:				
Receptionist	12004	0	0	1
No. of Part Time:		0	0	1
Total No. of Positions:		**2**	**2**	**1**
Total FTEs:		**2**	**2**	**1.5**

Budget Summary

Department Summary	Audited Actuals 2012-2013	Revised Budget 2013-2014	Adopted Budget 2014-2015	% Change Over FY 13-14
Administration-1201				
Personal Services	221,256	216,371	**234,386**	8.33%
Operating Expenses	12,254	18,785	**20,354**	8.35%
Total Administration	233,510	235,156	**254,740**	8.33%
Admin. Gen. Govt.-1202				
Personal Services	20,164	29,752	**22,353**	-24.87%
Operating Expenses	98,986	94,755	**97,823**	3.24%
Capital Expenses	-	-	**1,200**	100.00%
Debt	69,976	23,516	**27,928**	18.76%
Grants and Aids	32,080	15,500	**18,000**	16.13%
Transfers & Others	3,623,107	877,533	**398,704**	-54.57%
Total Admin. Gen. Govt.	3,844,313	1,041,056	**566,008**	-45.63%
Grand Total Administration	**$ 4,077,823**	**$ 1,276,212**	**$ 820,748**	**-35.69%**

Category Summary				
Personal Services	241,420	246,123	**256,739**	4.31%
Operating Expenses	111,240	113,540	**118,177**	4.08%
Capital Expenses	-	-	**1,200**	100.00%
Debt	69,976	23,516	**27,928**	18.76%
Grants and Aids	32,080	15,500	**18,000**	16.13%
Transfers & Others	3,623,107	877,533	**398,704**	-54.57%
				0.00%
Grand Total Administration	**$ 4,077,823**	**$ 1,276,212**	**$ 820,748**	**-35.69%**
Percentage of Fund Budget	*26.50%*	*9.32%*	*5.94%*	

2015 APPROPRIATIONS



ADMINISTRATION - 1201 and 1202 PROGRAM HIGHLIGHTS

DEPARTMENT MISSION

The City Administrator directs and coordinates all aspects of City government including: 1) the general municipal government, 2) Water/Wastewater/Reclaim Utilities Enterprise, 3) Solid Waste, 4) Stormwater Enterprise, and Seaplane Base-Marina Enterprise, 6) Capital Improvement Program, and 7) Economic Development program. The City Administrator is responsible for orchestrating the delivery of all City services by: 1) providing the City Council with accurate information so that the Council can make well-informed decisions, 2) maintaining a well-trained and motivated workforce, 3) developing and then implementing a fiscally responsive annual budget, 4) Delivering a sound public relations program that emphasizes a transparent governmental operation, and 5) implementing the Council's policies.

The Senior Executive Assistant (vacant position) offers administrative support to the City Administrator, Mayor and Council members and serves as a liaison between the City Administrator and members of the public, including, but not limited to residents, visitors, businesses and other governmental agencies. Due to budget constraints, this position remains vacant and responsibilities are accomplished by the City Administrator and Deputy City Clerk.

DEPARTMENT DESCRIPTION *(Services, Functions, and Activities)*

City Administrator

- Directs the overall operations of the City government including general municipal government, water, wastewater, reclaim, solid waste, stormwater operations, capital improvement program, economic development, and Seaplane Base-Marina operations.
- Appoints department heads and coordinates the activities of the various departments
- Prepares the annual City budget and Enterprise budgets for submission to the City Council.
- Submits recommendations to the Council for their discussion and approval concerning the efficient operation of City government and its enterprises.
- Develops Council Agendas with the Mayor of the City
- Implements City Council policy and directives
- Maintains community respect through good public relations by keeping Council and the City residents informed of City progress and policies.
- Directs media relations activities and Branding initiatives.
- Coordinates with the City Attorney on all legal aspect regarding governmental operations.

Administrative Receptionist

- Works on special projects assigned by the City Administrator, City Clerk, Human Resources Director and Public Information Director.
- Greets all City Hall customers
- Answers all City Hall incoming phones.

2014 Goals

Organizational Development

To attract and retain a competent, cohesive and diverse work force through training, motivation, benefits and proper representation that assist in the delivery of all City services and assist with the implementation of Tavares' new brand - "America's Seaplane City"

Growth and Development

To create an environment which will promote quality development and re-development in the business and residential communities within the City and grows the City's new brand.

City Lifestyle

To foster a progressive quality of life that promotes safety, business creation, community events, recreational and sporting activities and seaplane themed enterprises for citizens while maintaining City traditions and values

Citizen and Customer Service Focus

To create an environment that promotes citizen satisfaction, which enhances the provision of essential services and promotes the City's target of self-sufficiency for all of its enterprises including the new Seaplane Base and Marina enterprise.

Innovation and Technology

To utilize technology as a driver to foster innovation in the delivery of high quality governmental services in an efficient and economical manner, and to provide an efficient means and method of insuring timely and relevant information is provided to our citizens.

Organizational Performance

To foster a professional organizational culture where economies of scale, efficiency, effectiveness and ethical standards are promoted as instruments of successful operations.

ADMINISTRATION - 1201 and 1202 (continued) PROGRAM HIGHLIGHTS

Objectives

1. Continue to provide complete and accurate information to the Mayor and Council members, enabling them to continue to make beneficial decisions for the City.
2. Continue to respond to citizen concerns courteously and in a timely manner.
3. Create a positive working atmosphere for all City employees, enabling them to perform at the best of their abilities for the benefit of the City's residents
4. Continue the economic development plans built upon prior visioning sessions created to prosper the City
5. Implement the City's new brand "America's Seaplane City" throughout all touch points: recreation, residential, business, transportation, cultural, economic, retail, hospitality, etc.
6. Maintain a fiscally sound budget.
7. Implement the City Council's goals
8. Provide the highest level of public services to the public.

FUND	**001**	**CITY OF TAVARES**
DEPT	**12**	**ADOPTED BUDGET**
DIVISION	**01**	**FISCAL YEAR 2014-2015**

ADMINISTRATION EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2012-2013	REVISED BUDGET 2013-2014	ADOPTED BUDGET 2014-2015	% CHANGE OVER FY 13-14
SALARIES AND BENEFITS					
512.12-10	REGULAR SALARIES	169,782	153,561	**162,775**	6.00%
512.21-10	FICA / MED TAXES	9,447	11,398	**12,134**	6.46%
512.22-10	RETIREMENT	15,096	15,356	**16,278**	6.00%
512.22-20	FL STATE RETIREMENT	18,322	28,366	**35,210**	24.13%
512.23-10	HEALTH INSURANCE	5,945	4,773	**5,317**	11.40%
512.23-15	DENTAL INSURANCE	250	272	**303**	11.40%
512.23-20	LIFE INSURANCE	851	867	**661**	-23.76%
512.23-21	SHORT-TERM DISABILITY	356	336	**336**	0.00%
512.23-30	DEPENDENT HEALTH INSURANCE	-	-	**-**	0.00%
512.23-35	DEPENDENT DENTAL INSURANCE	501	587	**611**	4.09%
512.23-40	LONG TERM DISABILITY	389	517	**419**	-18.96%
512.24-10	WORKERS' COMPENSATION	317	338	**342**	1.18%
512.25-10	UNEMPLOYMENT COMPENSATION	-	-	**-**	0.00%
* SALARIES AND BENEFITS		221,256	216,371	**234,386**	8.33%
OPERATING EXPENDITURES					
512.40-10	TRAVEL & PER DIEM	3,192	7,806	**9,006**	15.37%
512.41-10	TELEPHONE	1,106	1,197	**1,138**	-4.93%
512.41-30	POSTAGE	171	300	**300**	0.00%
512.45-10	LIABILITY	2,299	2,532	**2,945**	16.31%
512.46-15	REPAIR & MAINT.- EQUIPMENT	-	100	**100**	0.00%
512.47-10	PRINTING & BINDING	39	150	**150**	0.00%
512.48-10	CITY APPRECIATION	90	425	**400**	-5.88%
512.51-10	OFFICE SUPPLIES	336	400	**400**	0.00%
512.52-10	OPERATING SUPPLIES	418	1,110	**850**	-23.42%
512.52-15	FUEL COSTS	1,701	2,165	**2,095**	-3.23%
512.54-10	BKS, PUB, SUB, MEM, LIB	2,902	2,600	**2,970**	14.23%
512.59-90	CONTINGENCY	-	-	**-**	0.00%
* OPERATING EXPENDITURES		12,254	18,785	**20,354**	8.35%
CAPITAL EXPENDITURES					
* CAPITAL EXPENDITURES		-	-	**-**	0.00%
TOTAL	**ADMINISTRATION**	**233,510**	**235,156**	**254,740**	**8.33%**

FUND 001
DEPT 12
DIVISION 01

CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

ADMINISTRATION EXPENDITURE JUSTIFICATION

ACCOUNT	DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2014-2015
512.12-10	REGULAR SALARIES	SALARIES FOR REGULAR EMPLOYEES	162,775	162,775
512.21-10	FICA / MED TAXES	SOCIAL SECURITY AND MEDICARE TAX BENEFIT	12,134	12,134
512.22-10	RETIREMENT	RETIREMENT CONTRIBUTIONS FOR REGULAR EMPLOYEES	16,278	16,278
512.22-20	FL STATE RETIREMENT	FRS RETIREMENT CONTRIBUTIONS FOR REGULAR EMPLOYEES	35,210	35,210
512.23-10	HEALTH INSURANCE	HEALTH INSURANCE PREMIUMS FOR EMPLOYEES	5,317	5,317
512.23-15	DENTAL INSURANCE	DENTAL INSURANCE PREMIUMS FOR EMPLOYEES	303	303
512.23-20	LIFE INSURANCE	LIFE INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	661	661
512.23-21	SHORT-TERM DISABILITY	SHORT-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	336	336
512.23-35	DEPENDENT DENTAL INSURANCE	SUBSIDIZED DENTAL INSURANCE PREMIUMS FOR EMPLOYEES' DEPENDENTS	611	611
512.23-40	LONG TERM DISABILITY	LONG-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	419	419
512.24-10	WORKERS' COMPENSATION	WORKERS' COMPENSATION INSURANCE	342	342
512.40-10	TRAVEL & PER DIEM	IMCA/AAAE CONFERENCE	2,700	9,006
		FCCMA CONFERENCE	1,350	
		MISC. TRAVEL/AWARDS/RECEPTIONS	1,500	
		LAKE COUNTY DAYS	500	
		LEAGUE OF CITIES BUSINESS MEETINGS	156	
		CITY/COUNTY MANAGER BUSINESS MEETINGS	100	
		FLORIDA AIRPORT COUNCIL CONFERENCE	1,500	
		AIRPORT COOPERATIVE RESEARCH PROGRAM TRANSPORTATION RESEARCH BOARD/THE NATIONAL ACADEMICS (REIMBURSED EXPENSE)	1,200	
512.41-10	TELEPHONE	NEXTEL	802	1,138
		FAX LINE	336	
512.41-30	POSTAGE	POSTAGE	300	300
512.45-10	LIABILITY	LIABILITY INSURANCE	2,945	2,945
512.46-15	REPAIR & MAINT-EQUIP	MISC. REPAIRS AND MAINTENANCE	100	100
512.47-10	PRINTING & BINDING	BUSINESS CARDS, LETTERHEAD AND MISC. PRINTING	150	150
512.48-10	CITY APPRECIATION	EMPLOYEE BUSINESS LUNCHEONS	200	400
		MISCELLANEOUS/MEMORIAL RECOGNITIONS	200	
512.51-10	OFFICE SUPPLIES	GENERAL OFFICE SUPPLIES	400	400
512.52-10	OPERATING SUPPLIES	GENERAL OPERATING SUPPLIES	850	850
512.52-15	FUEL COSTS	FUEL COSTS	2,095	2,095
512.54-10	BKS, PUB, SUB, MEM, LIB	ICMA MEMBERSHIP	1,400	2,970
		FCCMA MEMBERSHIP	500	
		AMERICAN ASSOCIATION OF AIRPORT EXECUTIVES	275	
		LEADERSHIP ORLANDO	195	
		LEADERSHIP LAKE COUNTY ALUMNI	25	
		SEAPLANE PILOTS ASSOCIATION MEMBERSHIP	45	
		FLORIDA AIRPORTS COUNCIL MEMBERSHIP	330	
		MISC. MEMBERSHIPS/SUBSCRIPTIONS	200	

FUND	**001**	**CITY OF TAVARES**
DEPT	**12**	**ADOPTED BUDGET**
DIVISION	**02**	**FISCAL YEAR 2014-2015**

ADMIN GENERAL GOVERNMENT OVERHEAD EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2012-2013	REVISED BUDGET 2013-2014	ADOPTED BUDGET 2014-2015	% CHANGE OVER FY 13-14
SALARIES AND BENEFITS					
512.12-10	REGULAR SALARIES	-	12,471	**19,374**	55.35%
512.13-10	OTHER SALARIES & WAGES	20,164	15,000	**-**	-100.00%
512.14-10	OVERTIME	-	-	**-**	0.00%
512.21-10	FICA / MED TAXES	-	726	**1,482**	104.13%
512.22-20	FL STATE RETIREMENT	-	339	**1,456**	329.50%
512.23-10	HEALTH INSURANCE	-	525	**-**	-100.00%
512.23-15	DENTAL INSURANCE	-	272	**-**	-100.00%
512.23-20	LIFE INSURANCE	-	156	**-**	-100.00%
512.23-21	SHORT-TERM DISABILITY	-	109	**-**	-100.00%
512.23-30	DEPENDENT HEALTH	-	-	**-**	0.00%
512.23-35	DEPENDENT DENTAL	-	-	**-**	0.00%
512.23-40	LONG TERM DISABILITY	-	94	**-**	-100.00%
512.24-10	WORKERS' COMPENSATION	-	60	**41**	-31.67%
512.25-10	UNEMPLOYMENT COMPENSATION	-	-	**-**	0.00%
* SALARIES AND BENEFITS		20,164	29,752	**22,353**	-24.87%
OPERATING EXPENDITURES					
512.34-10	CONTRACTUAL SERVICES	38,000	-	**-**	0.00%
512.43-10	ELECTRIC, WATER, GAS	63,320	75,174	**82,498**	9.74%
512.44-10	RENTALS & LEASES	3,862	4,210	**2,975**	-29.33%
512.45-10	LIABILITY	2,299	2,532	**2,945**	16.31%
512.49-10	ADVERTISING	300	-	**925**	0.00%
512.52-10	OPERATING SUPPLIES	8,870	11,829	**7,820**	-33.89%
512.52-15	FUEL COSTS	187	660	**660**	0.00%
512.54-10	BKS, PUB, SUB, MEM, LIB	2,225	350	**-**	0.00%
512.59-13	BAD DEBT	(20,077)	-	**-**	0.00%
* OPERATING EXPENDITURES		98,986	94,755	**97,823**	3.24%
CAPITAL EXPENDITURES					
512.64-10	EQUIP - REPLACEMENT	-	-	**-**	0.00%
512.64-13	EQUIP - COMP REPLACEMENT	-	-	**1,200**	100.00%
512.64-15	EQUIP - NEW	-	-	**-**	0.00%
512.64-23	SOFTWARE	-	-	**-**	0.00%
* CAPITAL EXPENDITURES		-	-	**1,200**	100.00%
DEBT SERVICE					
512.71-15	CAP LEASE 2002,2006,2012	25,814	21,938	**26,788**	22.11%
512.72-15	CAP LEASE 2002,2006,2012	2,113	1,578	**1,140**	-27.76%
512.73-10	DEBT SERVICE COSTS	42,049	-	**-**	0.00%
* DEBT SERVICE		69,976	23,516	**27,928**	18.76%
GRANTS AND AIDS					
512.81-10	COMMUNITY GRANTS	32,080	15,500	**18,000**	16.13%
* GRANTS AND AIDS		32,080	15,500	**18,000**	16.13%

FUND	**001**	**CITY OF TAVARES**
DEPT	**12**	**ADOPTED BUDGET**
DIVISION	**02**	**FISCAL YEAR 2014-2015**

ADMIN GENERAL GOVERNMENT OVERHEAD EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2012-2013	REVISED BUDGET 2013-2014	ADOPTED BUDGET 2014-2015	% CHANGE OVER FY 13-14
TRANSFERS AND OTHERS					
512.91-05	TRANSFERS TO DEBT SVC	307,424	271,554	**-**	-100.00%
512.91-06	TRANSFERS TO FIRE SINKING	112,382	237,368	**65,340**	-72.47%
512.91-07	TRANS TO FIRE ASSESSMENTS	-	-	**-**	0.00%
512.91-08	TRANSFER TO SEAPLANE BASE	347,301	333,364	**333,364**	0.00%
512.91-10	TRANSFER TO PROJECT FUND	2,706,000	-	**-**	0.00%
512.91-13	TRANSFERS TO PAVILION	-	35,247	**-**	-100.00%
512.91-14	CAP PROJ FUND-TRAIN STATION	150,000	-	**-**	0.00%
* TRANSFERS AND OTHERS		3,623,107	877,533	**398,704**	-54.57%
TOTAL ADMIN GENERAL GOVERNMENT		**3,844,313**	**1,041,056**	**566,008**	**-45.63%**

CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

ADMIN GENERAL GOVERNMENT OVERHEAD JUSTIFICATION

ACCOUNT	DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2014-2015
512.12-10	REGULAR SALARIES	SALARIES FOR REGULAR EMPLOYEES	19,374	19,374
512.13-10	OTHER SALARIES & WAGES	NO AMOUNT BUDGETED	-	-
512.21-10	FICA / MED TAXES	SOCIAL SECURITY AND MEDICARE TAX BENEFIT	1,482	1,482
512.22-20	FL STATE RETIREMENT	FRS RETIREMENT CONTRIBUTIONS FOR REGULAR EMPLOYEES	1,456	1,456
512.23-10	HEALTH INSURANCE	NO AMOUNT BUDGETED	-	-
512.23-15	DENTAL INSURANCE	NO AMOUNT BUDGETED	-	-
512.23-20	LIFE INSURANCE	NO AMOUNT BUDGETED	-	-
512.23-21	SHORT-TERM DISABILITY	NO AMOUNT BUDGETED	-	-
512.23-40	LONG TERM DISABILITY	NO AMOUNT BUDGETED	-	-
512.24-10	WORKERS' COMPENSATION	WORKERS' COMPENSATION INSURANCE	41	41
512.34-10	CONTRACTUAL SERVICES	NO AMOUNT BUDGETED	-	-
512.43-10	ELECTRIC, WATER, GAS	ELECTRIC	65,463	82,498
		WATER	17,035	
512.44-10	RENTALS & LEASES	THROW/ELEVATOR RUG RENTAL - $500 FOR 52 WEEKS;		2,975
		REPLACEMENT RUG $200	700	
		COPY MACHINE RENTAL - $189.44 PER MONTH	2,275	
512.45-10	LIABILITY	GENERAL LIABILITY INSURANCE	2,945	2,945
512.49-10	ADVERTISING	TAVARES HIGH SCHOOL YEARBOOK AD	175	925
		TAVARES HIGH SCHOOL GYMNASIUM SPONSORSHIP BANNER	150	
		TAVARES HIGH SCHOOL FALL FOOTBALL SPONSORSHIP RADIO ADVERTISING WLBE/MY790AM	300	
		TAVARES HIGH SCHOOL SPRING BASKETBALL/BASEBALL SPONSORSHIP RADIO ADVERTISING WLBE/MY790AM	300	
512.52-10	OPERATING SUPPLIES	COPY PAPER - 12 ORDERS AT $340 PER ORDER	4,080	7,820
		COLOR COPIES/EXTRA COPIES/TONER/STAPLES - AVG $250 PER MONTH	3,000	
		FAX MACHINE/DESK TOP PRINTER TONER REPLACMENTS	300	
		WAX/DETAIL PRIUS & ESCAPE 2 TIMES PER YEAR AT $50 EACH	200	
		EXTRA COPIES/TONER COPIER AT CITY RECORDS ROOM	240	
512.52-15	FUEL COSTS	FUEL COSTS	660	660
512.54-10	BKS, PUB, SUB, MEM, LIB	NO AMOUNT BUDGETED	-	-
512.59-13	BAD DEBT	NO AMOUNT BUDGETED	-	-
512.64-13	EQUIP-COMP REPLACEMENT	REPLACE COUNCIL CHAMBERS LAPTOP	1,200	1,200
512.71-15	CAP LEASE 2002,2006, 2012	VOIP		26,788
		1/27/2015	13,332	
		7/27/2015	13,456	
512.72-15	CAP LEASE 2002,2006, 2012	VOIP INTEREST		1,140
		1/27/2015	632	
		7/27/2015	508	
512.73-10	DEBT SERVICE COSTS	NO AMOUNT BUDGETED	-	-

FUND 001
DEPT 12
DIVISION 02

CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

ADMIN GENERAL GOVERNMENT OVERHEAD JUSTIFICATION

ACCOUNT	DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2014-2015
512.81-10	COMMUNITY GRANTS	TAVARES CHAMBER OF COMMERCE	7,500	18,000
		TAVARES HISTORICAL SOCIETY	1,000	
		RENAISSANCE FAIRE	4,000	
		DRAGON BOAT FIREWORKS	3,000	
		MISC. GRANT/SUPPORT REQUESTS	2,500	
512.91-05	TRANSFERS TO DEBT SVC	NO AMOUNT BUDGETED	-	-
512.91-06	TRANSFERS TO SAL/TAX DEBT	TRANSFER TO INFRASTRUCTURE SALES TAX FUND		65,340
		DEBT SERVICE	65,340	
512.91-08	TRANSFER TO SEAPLANE BASE	TRANSFER TO SEAPLANE BASE FUND	333,364	333,364
512.91-10	TRANSFER TO CAP PROJ FUND	NO AMOUNT BUDGETED	-	-
512.91-13	TRANSFERS TO PAVILION	PLACEHOLDER FOR TRANSFER TO PAVILION	-	-
512.91-14	CAP PROJ FUND-TRAIN STATION	NO AMOUNT BUDGETED	-	-

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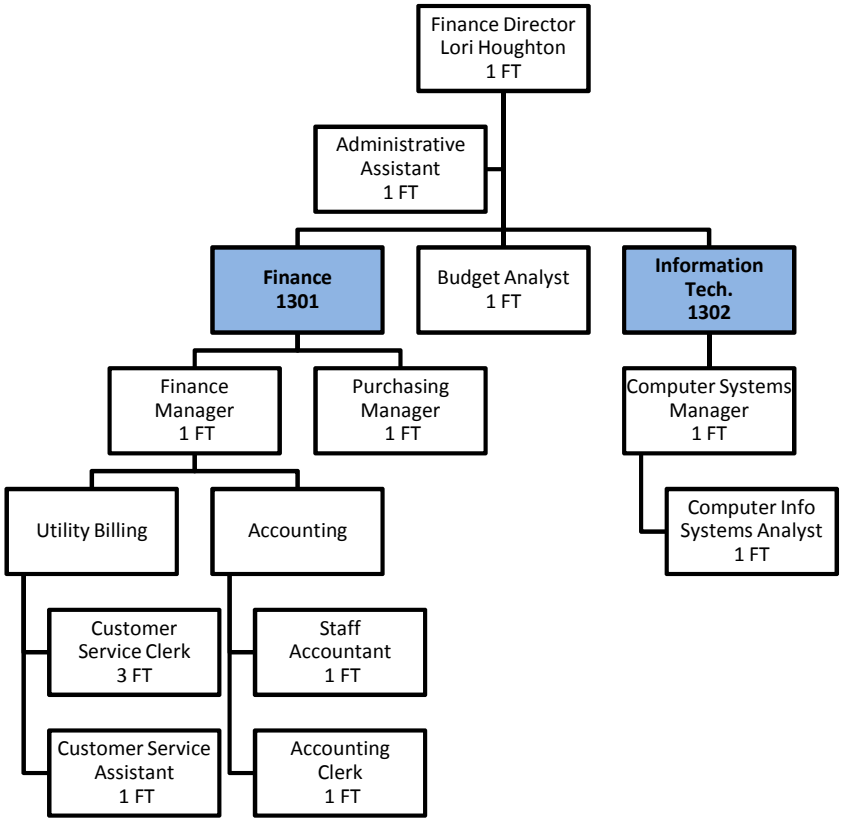
Finance & Technology

Department 13



Position Summary

Authorized Positions	Pos. #	2012-2013	2013-2014	2014-2015
Full Time:				
Accounting Clerk	7005	1	1	1
Administrative Assistant	7010	1	1	1
Budget Analyst	13002	N/A	1	1
Computer Info System Analyst[1]	7016	N/A	N/A	1
Customer Service Clerk	7006	3	3	3
Customer Svc. Assistant	7014	1	1	1
Finance Director	7001	1	1	1
Finance Manager	7009	1	1	1
LAN Administrator	13001	1	1	1
Purchasing Manager	7011	1	1	1
Staff Accountant	7002	1	1	1
No. of Full Time		11	12	13
Part Time:				
None		1	0	0
No. of Part Time:	N/A	1	0	0
Total No. of Positions:		**12**	**12**	**13**
Total FTEs:		**11.5**	**12**	**13**

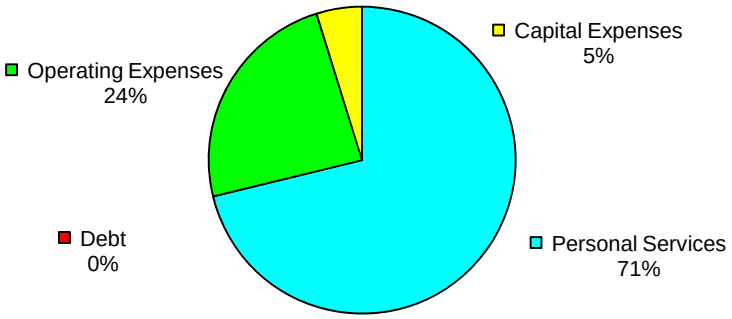
Notes:

1. Position will be full time and is effective for FY2015. Position will support Information Technology Operations.

Budget Summary

Department Summary	Audited Actuals 2012-2013	Revised Budget 2013-2014	Adopted Budget 2014-2015	% Change Over FY 13-14
Finance-1301				
Personal Services	668,847	745,456	**812,803**	9.03%
Operating Expenses	219,037	228,953	**238,675**	4.25%
Capital Expenses	8,644	6,674	**35,624**	433.77%
Debt	-	-	**-**	0.00%
Total Finance	896,528	981,083	**1,087,102**	10.81%
Information Tech.-1302				
Personal Services	83,793	91,105	**155,709**	70.91%
Operating Expenses	36,067	74,740	**87,828**	17.51%
Capital Expenses	27,193	-	**29,793**	100.00%
Debt	-	-	**-**	0.00%
Total Info. Tech.	147,053	165,845	**273,330**	64.81%
Grand Total Finance & Information Tech.	**$ 1,043,581**	**$ 1,146,928**	**$ 1,360,432**	**18.62%**
Category Summary				
Personal Services	752,640	836,561	**968,512**	15.77%
Operating Expenses	255,104	303,693	**326,503**	7.51%
Capital Expenses	35,837	6,674	**65,417**	880.18%
Debt	-	-	**-**	0.00%
Grand Total Finance & Information Tech.	**$ 1,043,581**	**$ 1,146,928**	**$ 1,360,432**	**18.62%**
Percentage of Fund Budget	*6.78%*	*8.38%*	*9.85%*	

2015 APPROPRIATIONS



FINANCE - 1301

DEPARTMENT MISSION

It is the mission of the Finance Department to account for all financial and budget transactions of the City using Generally Accepted Accounting Principles, to develop, prepare, coordinate, and deliver the annual operating budget, to prepare the Comprehensive Annual Financial Report, schedule the annual audit, to oversee the Information Technology Division, to oversee procurement functions, to maintain debt compliance, to oversee customer service and billing operations, to maintain fiscal responsibility, and to provide quality information in a timely manner, while maintaining the highest level of ethical professional standards.

DEPARTMENT DESCRIPTION *(Services, Functions, and Activities)*

The Finance Department is responsible for the proper accounting of all City funds and, or compliance of all applicable regulations and law as they pertain to fiscal matters. Routine duties include payroll audit, internal audit, accounts payable, accounts receivable, utility billing, meter reading, fund accounting, single audit reporting and disclosure, grant reporting and billing, inventory oversight and reconciliation, maintaining sales and related journals, CAFR preparation, GASB Statement implementation, centralized purchasing, contract administration, preparation of applicable State and Federal reports, periodic financial reports to management, administering debt service, investment of City funds, and development, preparation, implementation, and control of the approved budget. In addition the department is tasked with information technology development, coordination, and support for all City departments. The department also assists other departments with financial issues that arise during the year.

SERVICE INDICATORS

	Indicator Description	Actual 2012	Actual 2013	Est 2014	Projected 2015
1.	Number of Utility Bills Generated	92,153	93,446	94,754	96,081
2.	Number of New Customer Requests Received	1,679	2,072	1,994	2,054
3.	Number of Receipts Processed (Payments)	72,309	75,150	76,068	77,970
2.	Directs media relations activities.	8,637	8,896	9,163	9,438
4.	Number of Credit Card Transactions Processed	13,130	15,973	17,380	18,944
5.	Number of Liens Filed	23	256	125	198
6.	Miscellaneous Accounts Receivables Invoiced	123	130	180	230
6.	Number of Accounts Payable Checks issued	5,370	5,367	5,556	5,750
7.	Number of Journal Entries Processed and Updated	427	370	385	400
8.	Number of Requisitions Processed	4,739	4,605	4,862	5,129
9.	Number of Purchase Orders Issued	4,395	4,463	4,691	4,926
10.	Accounting Batches Processed (All Transaction types)	4,594	4,738	4,880	5,027
11.	Number of Fixed Assets added	60	65	70	75
12.	Number of Grants Administered	13	14	16	18
13.	Number of Utility Agreements Managed	12	12	13	14
14.	Budget Workshops, Public Hearings	14	16	16	16
15.	Number of Debt Obligations Administered	16	19	21	18
16.	Number of Debt Obligations Refinanced	1	1	0	0
17.	Number of Projects Tracked & Reconciled	24	23	25	22
18.	Number of Various Inventory Stock Items Maintained	335	274	1,561	2,061
19.	Management Letter Comments by Auditors	1	1	0	0

2015 GOALS

Organizational Development

Provide quality information on a timely basis to maintain relevance and reliability of information to our stakeholders.

Growth and Development

Maintain sound financial practices for long range planning; and provide continued training opportunities for staff to maintain best practices in the accounting and finance function.

City Lifestyle

Provide service initiatives that offer convenience and transparency to our customers

FINANCE - 1301 (continued)

2015 GOALS Continued

Citizen and Customer Service Focus

Provide quality customer service in delivery service initiatives

Innovation and Technology

Utilize technology to enhance and streamline services to our customers and provide organizational efficiency

Organizational Performance

Continually improve and maintain an effective internal control environment

2015 Objectives

1. Review internal control measures for SAS 112 compliance measures.
2. Generate monthly financial reports to management on a timely basis.
3. Secure the GFOA award for Excellence in Financial Reporting.
4. Secure the GFOA award for Distinguished Budget Presentation.
5. Continue review of City-wide contract documents for contract lapses, performance changes, and contract elements.
6. Continue purchasing coop opportunities with members of the Golden Triangle.
7. Prepare Capital Improvement policy guidelines.
8. Continue the economic development plans built upon prior visioning sessions created to prosper the City.
10. Prepare a debt management policy for the City of Tavares.
11. Continue improvement measures for a customer service focus for internal and external customers.
12. Continue implementation of various electronic banking services.
13. Implement Treasury Management Functions.
14. Implement General Government Credit Card Acceptance.
15. Implement bar-code capability for Centralized Inventory Operations.
16. Implement inventory for Sewer Department.
17. Continue implementation of Budgeting Service Initiatives.
18. Implement Special Assessment Billing for Sunsview Project.
19. Set up Code system for tracking Fire Over-time to meet Legislative Pension Over-time Restrictions.
20. Implement a POS System and Cash Receipts Reporting Procedure for the Pavilion on the Lake.

2014 ACCOMPLISHMENTS

Customer Focus, Innovation & Technology, and Organizational Performance

1. Improved customer service measures for a customer service focus for internal and external customers.
2 Prepared the Comprehensive Financial Report (CAFR) for year ending 9-30-2013.
3 Provided electronic copies of the City Operating Budget and CAFR on the City Website.
4 Completed updated Capital Improvement Plan for the City.
5 Continued internal audit of stormwater accounts with impervious area for billing accuracy.
6 Received PCI Compliance for credit card acceptance.
7 Worked with financial consultants to review and determine affordability for Water/Wastewater projects.
8 Completed Lien Processing initiates for Utility and Fire Assessment Liens.
9 Administered over 16 various grants for City Projects.
10 Coordinated SRF funding efforts and prepared analysis for same.
11 Updated the Fire Assessment Roll and Coordinated with Utility Billing System.
12. Completed parameters, programming, and implementation of the accelerated meter change out program.
13 Secured Debt Financing for the Tavares Pavilion on the Lake.
14 Secured Debt Financing for the Purchase of 12 Police Vehicles and one Automated Solid Waste Vehicle.
15 Participated on the Florida League of Cities Finance Committee.

FUND 001
DEPT 13
DIVISION 01

CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

FINANCE EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2012-2013	REVISED BUDGET 2013-2014	ADOPTED BUDGET 2014-2015	% CHANGE OVER FY 13-14
SALARIES AND BENEFITS					
513.12-10	REGULAR SALARIES	511,658	567,066	**607,331**	7.10%
513.13-10	OTHER SALARIES & WAGES	6,682	-	**-**	0.00%
513.14-10	OVERTIME	618	1,795	**5,974**	232.81%
513.21-10	FICA / MED TAXES	36,280	40,087	**43,984**	9.72%
513.22-20	FL STATE RETIREMENT	33,520	52,350	**61,401**	17.29%
513.23-10	HEALTH INSURANCE	53,345	49,156	**54,561**	11.00%
513.23-15	DENTAL INSURANCE	2,482	2,992	**3,360**	12.30%
513.23-20	LIFE INSURANCE	2,900	3,217	**2,421**	-24.74%
513.23-21	SHORT-TERM DISABILITY	2,055	2,157	**2,283**	5.84%
513.23-30	DEPENDENT HEALTH INSURANCE	14,318	20,331	**25,149**	23.70%
513.23-35	DEPENDENT DENTAL INSURANCE	2,584	3,119	**3,481**	11.61%
513.23-40	LONG TERM DISABILITY	1,330	1,934	**1,570**	-18.82%
513.24-10	WORKERS' COMPENSATION	1,075	1,252	**1,288**	2.88%
513.25-10	UNEMPLOYMENT COMPENSATION	-	-	**-**	0.00%
* SALARIES AND BENEFITS		668,847	745,456	**812,803**	9.03%
OPERATING EXPENDITURES					
513.32-10	AUDIT SERVICES	22,550	30,070	**15,120**	-49.72%
513.34-10	CONTRACTUAL SERVICES	85,225	69,743	**76,187**	9.24%
513.40-10	TRAVEL & PER DIEM	3,054	7,450	**8,910**	19.60%
513.41-10	TELEPHONE	3,908	4,438	**4,899**	10.39%
513.41-30	POSTAGE	38,623	45,789	**42,689**	-6.77%
513.44-10	RENTALS & LEASES	10,491	10,269	**6,098**	-40.62%
513.45-10	LIABILITY	18,315	20,175	**23,464**	16.30%
513.46-15	REPAIR & MAINT. - EQUIPMENT	4,034	2,528	**6,161**	143.71%
513.47-10	PRINTING & BINDING	9,810	6,563	**14,085**	114.61%
513.49-10	ADVERTISING	1,766	2,310	**2,546**	10.22%
513.49-30	BANK/WIRE/ADMN EXPENSE	(2,521)	2,500	**2,460**	-1.60%
513.51-10	OFFICE SUPPLIES	872	1,236	**1,236**	0.00%
513.52-10	OPERATING SUPPLIES	11,410	14,880	**17,062**	14.66%
513.52-11	DURABLE GOODS	1,388	-	**3,230**	100.00%
513.52-15	FUEL COSTS	3,329	3,326	**6,323**	90.11%
513.52-25	UNIFORMS	534	570	**815**	42.98%
513.54-10	BKS, PUB, SUB, MEM, LIB	2,249	2,906	**4,555**	56.74%
513.59-40	RECORDING & TAXES	4,000	4,200	**2,835**	-32.50%
* OPERATING EXPENDITURES		219,037	228,953	**238,675**	4.25%
CAPITAL EXPENDITURES					
513.64-10	EQUIP - REPLACEMENT	-	5,299	**-**	-100.00%
513.64-11	EQUIP-VEHICLE REPLACEMENT	-	-	**-**	0.00%
513.64-13	EQUIP-COMPUTER REPLACE	7,250	-	**9,900**	100.00%
513.64-14	EQUIP - NEW COMPUTERS	-	-	**1,260**	100.00%
513.64-15	EQUIP - NEW	1,394	1,375	**24,464**	1679.20%
513.64-17	EQUIP - NEW VEHICLES	-	-	**-**	0.00%
* CAPITAL EXPENDITURES		8,644	6,674	**35,624**	433.77%
TOTAL FINANCE		**896,528**	**981,083**	**1,087,102**	**10.81%**

CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

FINANCE EXPENDITURE JUSTIFICATION

ACCOUNT	DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2014-2015
513.12-10	REGULAR SALARIES	SALARIES FOR REGULAR EMPLOYEES	607,331	607,331
513.13-10	OTHER SALARIES & WAGES	NO AMOUNT BUDGETED	-	-
513.14-10	OVERTIME	WAGES FOR HOURS WORKED IN EXCESS OF REGULAR TIME	5,974	5,974
513.21-10	FICA / MED TAXES	SOCIAL SECURITY AND MEDICARE TAX BENEFIT	43,984	43,984
513.22-20	FL STATE RETIREMENT	FRS RETIREMENT CONTRIBUTIONS FOR REGULAR EMPLOYEES	61,401	61,401
513.23-10	HEALTH INSURANCE	HEALTH INSURANCE PREMIUMS FOR EMPLOYEES	54,561	54,561
513.23-15	DENTAL INSURANCE	DENTAL INSURANCE PREMIUMS FOR EMPLOYEES	3,360	3,360
513.23-20	LIFE INSURANCE	LIFE INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	2,421	2,421
513.23-21	SHORT-TERM DISABILITY	SHORT-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	2,283	2,283
513.23-30	DEPENDENT HEALTH INSURANCE	SUBSIDIZED HEALTH INSURANCE PREMIUMS FOR		25,149
		EMPLOYEES' DEPENDENTS	25,149	
513.23-35	DEPENDENT DENTAL INSURANCE	SUBSIDIZED DENTAL INSURANCE PREMIUMS FOR		3,481
		EMPLOYEES' DEPENDENTS	3,481	
513.23-40	LONG TERM DISABILITY	LONG-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	1,570	1,570
513.24-10	WORKERS' COMPENSATION	WORKERS' COMPENSATION INSURANCE	1,288	1,288
513.32-10	AUDIT SERVICES	AUDIT PREPARATION	9,720	15,120
		CAFR PREPARATION	2,880	
		SINGLE AUDIT	2,520	
		SRF SINGLE AUDITS ARE BUDGETED IN WATER & WW		
513.34-10	CONTRACTUAL SERVICES	SOFTWARE MAINTENANCE AND SUPPORT	41,580	76,187
		RJMSG	1,610	
		REGULAR UTILITY BILL PRINTING	13,200	
		DELINQUENT NOTICE BILL PRINTING	2,574	
		METER READING SOFTWARE SUPPORT	2,574	
		ACTUARY-OPEB	3,675	
		ADDITIONAL QREP LICENSE	1,680	
		ARBITRAGE REBATE	5,250	
		USA E PAY LICENSE	579	
		PROGRAMING CHANGES - SUNGARD	1,890	
		ANNUAL BOND DISCLOSURE	1,575	
513.40-10	TRAVEL & PER DIEM	FGFOA CONFERENCE	2,432	8,910
		GFOA CONFERENCE	1,260	
		SUGA CONFERENCE	1,050	
		NIGP-SEMINARS/WORKSHOPS	368	
		FABTO-BUSINESS TAX RECEIPTS CONFERENCE	336	
		TRAINING FOR BUDGET POSITION	500	
		CUSTOMER SERVICE TRAINING	1,000	
		CENTRAL FL FGFOA	110	
		SCHOOL OF GOVERNMENTAL FINANCE (2 EMPLOYEES)	1,854	
513.41-10	TELEPHONE	NEXTEL	3,549	4,899
		VERIZON	492	
		FAX LINE	858	
513.41-30	POSTAGE	BULK MAIL UTILITY BILLS	32,294	42,689
		MAIL DELINQUENT NOTICES	6,300	
		MAILING A/P, A/R, DEPOSIT REFUNDS, ETC.	3,780	
		OVERNIGHT DELIVERIES	315	

FUND 001
DEPT 13
DIVISION 01

CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

FINANCE EXPENDITURE JUSTIFICATION

ACCOUNT	DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2014-2015
513.44-10	RENTALS & LEASES	MAIL MACHINE	1,521	6,098
		COPIER UTILITY BILLING	2,668	
		NETWORK DESKTOP FAXING COLOR COPIER	1,909	
513.45-10	LIABILITY	LIABILITY INSURANCE	23,464	23,464
513.46-15	EQUIPMENT	ANNUAL SUPPORT-ARBN SIGHT AMR SOFTWARE	1,676	6,161
		ANNUAL SUPPORT-MRX920V2 MOBILE DATA COLLECTOR	2,310	
		ANNUAL SUPPORT-US MAPS SOFTWARE REV A	1,323	
		MISCELLANEOUS REPAIR (TELEPHONE)	490	
		LINE PRINTER MAINTENANCE AGREEMENT (IBM)	362	
513.47-10	PRINTING & BINDING	BUSINESS TAX RECEIPTS	6,000	14,085
		STATIONERY & ENVELOPES	1,050	
		BUDGET AND BUDGET COVERS	1,680	
		CHECKS - A/P, P/R & CSD	2,100	
		CAFR & CAFR COVERS	2,310	
		BLUE TAGS, BUSINESS CARDS, MISC. PRINTED MATERIAL	420	
		TAX FORMS	525	
513.49-10	ADVERTISING	RFP'S ETC. FOR PURCHASING	1,496	2,546
		STATE REQUIRED TRUTH IN MILLAGE ADVERTISEMENT	1,050	
513.49-30	BANK/WIRE/ADMN EXPENSE	ANALYSIS FEES	2,460	2,460
513.51-10	OFFICE SUPPLIES	GENERAL OFFICE SUPPLIES	1,236	1,236
513.52-10	OPERATING SUPPLIES	BASIC SUPPLIES FOR DAILY OPERATIONS	9,450	17,062
		PER COPY CHARGE FOR COLOR COPIER/FAX	2,322	
		COPY PAPER	2,520	
		CITY SHIRTS FOR UB AND FINANCE	1,260	
		SUPPLIES FOR COLOR PRINTER	500	
		SIGNATURE PLATE FOR CHECK SIGNING MACHINE	210	
		MICR TONERS FOR PRINTER LASER CHECKS	400	
		CELL PHONE FOR NEW POSITION	200	
		CHAIR FOR NEW POSITION	200	
513.52-11	DURABLE GOODS	LASER PRINTER TO PRINT CHECKS FOR ALL DEPTS	700	3,230
		VPN APPLICANCE SO COMPUTER AT WATER PLANT INVENTORY BLDG CAN CONNECT TO HTE AND TELEPHONE	950	
		TELEPHONE FOR INVENTORY POSITION	300	
		8 REPLACEMENT MONITORS	1,280	
513.52-15	FUEL COSTS	FUEL COSTS	6,323	6,323
513.52-25	UNIFORMS	CUSTOMER SERVICE ASSISTANT UNIFORMS	315	815
		UNIFORMS, RAINGEAR, BOOTS FOR NEW EMPLOYEE	500	
513.54-10	BKS, PUB, SUB, MEM, LIB	PRINTED MATERIALS FOR CONTINUING EDUCATION	1,968	4,555
		GFO MEMBERSHIPS (NAT'L, STATE, LOCAL CHAPTERS)	450	
		SUGA MEMBERSHIP	205	
		AIRPORT PURCHASING GROUP MEMBERSHIP	41	
		FABTO (BUSINESS TAX RECEIPTS) MEMBERSHIP	47	
		AMERICAN ASSOCIATION OF A/P CLERKS MEMBERSHIP	74	
		REAL PLAYER SUBSCRIPTIONS	198	
		NIGP NATIONAL & LOCAL (PURCHASING)	345	
		RIA PAYROLL GUIDE RENEWAL	1,195	
		AEAP MEMBERSHIP (ASSOC. EXECUTIVE & ADMIN PROF)	32	
513.59-40	RECORDING & TAXES	RECORDING COSTS FOR LIEN FILING	2,835	2,835

FUND 001
DEPT 13
DIVISION 01

CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

FINANCE EXPENDITURE JUSTIFICATION

ACCOUNT	DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2014-2015
513.64-10	EQUIP - REPLACEMENT	NO AMOUNT BUDGETED	-	-
513.64-11	EQUIP-VEHICLE REPLACEMENT	NO AMOUNT BUDGETED	-	-
513.64-13	EQUIP - COMP REPLACEMENT	9 COMPUTERS	9,900	9,900
513.64-14	EQUIP - NEW COMPUTERS	COMPUTER FOR NEW EMPLOYEE	1,260	1,260
513.64-15	EQUIP - NEW	BARCODE SYSTEM (INTEGRATES WITH H.T.E.)		24,464
		INVENTORY COSTING AND TRACKING		
		1. MOBILE COMPUTING SOFTWARE	4,503	
		2. MOBILE COMPUTERS & ACCESSORIES	1,099	
		3. MOBILE COMPUTERS & ACCESSORIES	2,605	
		4. BAR CODE LABEL PRINTERS	506	
		5. BAR CODE LABEL PRINTING SUPPLIES	365	
		6. EXTENDED MAINTENANCE - HARDWARE	513	
		7. WIRELESS INFRASTRUCTURE	543	
		8. ONSITE IMPLEMENTATION SVCS (INSTALL, CONFIG, TRAINING, TRAVEL)	6,670	
		9. SHIPPING & HANDLING	100	
		10. H.T.E INTERFACE SOFTWARE FOR BARCODING	7,560	
		TOTAL: $24,463 ($6,057 DISCOUNT INCLUDED)		
		**********		
		INCLUDES MAINTENANCE COST FOR FIRST YEAR		
		ALL ITEMS ABOVE ENTERED TOGETHER IN THIS ONE ACCT SO TOTAL PKG & COMPONENTS FOR ITEM COULD BE SEEN		

FUND	**001**	**CITY OF TAVARES**
DEPT	**13**	**ADOPTED BUDGET**
DIVISION	**02**	**FISCAL YEAR 2014-2015**

INFORMATION TECHNOLOGY EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2012-2013	REVISED BUDGET 2013-2014	ADOPTED BUDGET 2014-2015	% CHANGE OVER FY 13-14
SALARIES AND BENEFITS					
513.12-10	REGULAR SALARIES	63,608	68,231	**110,089**	61.35%
513.14-10	OVERTIME	-	-	**1,500**	100.00%
513.21-10	FICA / MED TAXES	4,372	4,589	**8,018**	74.72%
513.22-20	FL STATE RETIREMENT	3,629	4,841	**8,384**	73.19%
513.23-10	HEALTH INSURANCE	5,945	4,773	**9,793**	105.17%
513.23-15	DENTAL INSURNACE	250	272	**507**	86.40%
513.23-20	LIFE INSURANCE	362	386	**444**	15.03%
513.23-21	SHORT-TERM DISABILITY	264	267	**287**	7.49%
513.23-30	DEPENDENT HEALTH INSURANCE	4,563	6,777	**15,147**	123.51%
513.23-35	DEPENDENT DENTAL INSURANCE	501	587	**1,022**	74.11%
513.23-40	LONG TERM DISABILITY	165	232	**283**	21.98%
513.24-10	WORKERS' COMPENSATION	134	150	**235**	56.67%
513.25-10	UNEMPLOYMENT COMPENSATION	-	-	**-**	0.00%
* SALARIES AND BENEFITS		83,793	91,105	**155,709**	70.91%
OPERATING EXPENDITURES					
513.34-10	CONTRACTUAL SERVICES	8,289	37,151	**41,013**	10.40%
513.40-10	TRAVEL & PER DIEM	2,288	1,916	**1,916**	0.00%
513.41-10	TELEPHONE	1,320	938	**2,865**	205.44%
513.41-20	OTHER COMMUNICATION	15,788	17,676	**22,428**	26.88%
513.45-10	LIABILITY	3,090	3,403	**3,958**	16.31%
513.51-10	OFFICE SUPPLIES	-	200	**252**	26.00%
513.52-10	OPERATING SUPPLIES	5,292	10,800	**14,420**	33.52%
513.52-11	DURABLE GOODS	-	2,000	**320**	-84.00%
513.54-10	BKS, PUB, SUB, MEM, LIB	-	656	**656**	0.00%
* OPERATING EXPENDITURES		36,067	74,740	**87,828**	17.51%
CAPITAL EXPENDITURES					
513.64-10	EQUIP - REPLACEMENT	10,862	-	**8,000**	100.00%
513.64-13	EQUIP - COMP REPLACEMENT	16,331	-	**4,533**	100.00%
513.64-14	EQUIP - NEW COMPUTERS	-	-	**1,260**	100.00%
513.64-15	EQUIP - NEW	-	-	**16,000**	100.00%
513.64-23	SOFTWARE	-	-	**-**	0.00%
* CAPITAL EXPENDITURES		27,193	-	**29,793**	100.00%
TOTAL INFORMATION TECH SERVICES		**147,053**	**165,845**	**273,330**	**64.81%**

CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

INFORMATION TECHNOLOGY EXPENDITURE JUSTIFICATION

ACCOUNT	DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2014-2015
513.12-10	REGULAR SALARIES	SALARIES FOR REGULAR EMPLOYEES	110,089	110,089
513.14-10	OVERTIME	WAGES FOR HOURS WORKED IN EXCESS OF REGULAR TIME	1,500	1,500
513.21-10	FICA / MED TAXES	SOCIAL SECURITY AND MEDICARE TAX BENEFIT	8,018	8,018
513.22-20	FL STATE RETIREMENT	FRS RETIREMENT CONTRIBUTIONS FOR REGULAR EMPLOYEES	8,384	8,384
513.23-10	HEALTH INSURANCE	HEALTH INSURANCE PREMIUMS FOR EMPLOYEES	9,793	9,793
513.23-15	DENTAL INSURANCE	DENTAL INSURANCE PREMIUMS FOR EMPLOYEES	507	507
513.23-20	LIFE INSURANCE	LIFE INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	444	444
513.23-21	SHORT-TERM DISABILITY	SHORT-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	287	287
513.23-30	DEPENDENT HEALTH INSURANCE	SUBSIDIZED HEALTH INSURANCE PREMIUMS FOR		15,147
		EMPLOYEES' DEPENDENTS	15,147	
513.23-35	DEPENDENT DENTAL INSURANCE	SUBSIDIZED DENTAL INSURANCE PREMIUMS FOR		1,022
		EMPLOYEES' DEPENDENTS	1,022	
513.23-40	LONG TERM DISABILITY	LONG-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	283	283
513.24-10	WORKERS' COMPENSATION	WORKERS' COMPENSATION INSURANCE	235	235
513.34-10	CONTRACTUAL SERVICES	SYMANTEC ANTI-VIRUS SOFTWARE FOR 125 USERS RENEWAL	3,032	41,013
		DISK KEEPER MAINTENANCE	1,460	
		SONIC WALL CONTENT FILTERING SOFTWARE SUBSCRIPTION	2,589	
		ANNUAL LOG ME IN FEE CENTRAL & PRO	525	
		DOMAIN NAME REGISTRATIONS	929	
		EMAIL MANAGEMENT	6,161	
		MICROSOFT LICENSES (125)	22,838	
		MICROSOFT SUPORT SERVICE	1,433	
		MESSAGE ARCHIVER SOFTWARE	1,416	
		WEB HOSTING FEE	630	
513.40-10	TRAVEL & PER DIEM	MEETING ATTENDANCE	105	1,916
		CERTIFIED PUBLIC TECH CERTIFICATION	1,811	
513.41-10	TELEPHONE	NEXTEL	941	2,865
		VERIZON	983	
		NEXTEL & VERIZON FOR NEW EMPLOYEE	941	
513.41-20	OTHER COMMUNICATION	VOIP INTERNET SERVICES	14,238	22,428
		COMCAST CITY WIDE INTERNET	5,670	
		COMCAST VPN INTERNET	2,520	
513.45-10	LIABILITY	GENERAL LIABILITY INSURANCE	3,958	3,958
513.51-10	OFFICE SUPPLIES	GENERAL OFFICE SUPPLIES	252	252
513.52-10	OPERATING SUPPLIES	FTE WEBSITE MAINTENANCE	662	14,420
		CITY SHIRTS PER CITY SHIRT POLICY	79	
		GENERAL OPERATING SUPPLIES	13,000	
		CITY SHIRTS PER CITY SHIRT POLICY FOR NEW EMPLOYEE	79	
		CHAIR FOR NEW EMPLOYEE	200	
		CELL PHONE FOR NEW EMPLOYEE	200	
		DESK PHONE FOR NEW EMPLOYEE	200	
513.52-11	DURABLE GOODS	2 EMERGENCY REPLACEMENTS	320	320
513.54-10	BKS, PUB, SUB, MEM, LIB	PRINTED EDUCATIONAL MATERIAL	525	656
		FLGISA MEMERSHIP-(FL LOCAL GOVT. INFO SYS. ASSOC)	131	

FUND 001
DEPT 13
DIVISION 02

CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

INFORMATION TECHNOLOGY EXPENDITURE JUSTIFICATION

ACCOUNT	DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2014-2015
513.64-10	EQUIP - REPLACEMENT	F DRIVE SERVER REPLACEMENT	8,000	8,000
513.64-13	EQUIP - COMP REPLACEMENT	IT BACKUP COMPUTER	933	4,533
		3 CITY LOANER LAPTOPS	3,600	
513.64-14	EQUIP - NEW COMPUTERS	COMPUTER FOR NEW EMPLOYEE	1,260	1,260
513.64-15	EQUIP - NEW	VIRTUAL MACHINE SERVER - WILL ALLOW FOR IMAGING OF MULTIPLE APPLICATION SERVERS, SUCH AS: LIMS; PHONE VOICEMAIL; SCADA VIDEO SURVEILLANCE; AND ALLDATA	8,000	16,000
		APPLICATION SERVER - HOST SERVER FOR STORING NEW APPLICATIONS SUCH AS: DOCUMENT IMAGING; CEMETERY MANAGEMENT; DOOR SECURITY BADGING; DMS UPGRADE	8,000	
513.64-23	SOFTWARE	NO AMOUNT BUDGETED	-	-

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Legal Services

Department 14

Budget Summary

Department Summary	Audited Actuals 2012-2013	Revised Budget 2013-2014	Adopted Budget 2014-2015	% Change Over FY 13-14
Legal Services-1401				
Operating Expenses	90,176	157,716	**157,716**	0.00%
Grand Total Legal Services	**$ 90,176**	**$ 157,716**	**$ 157,716**	**0.00%**
Percentage of Fund Budget	*0.59%*	*1.15%*	*1.14%*	

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FUND	**001**	**CITY OF TAVARES**
DEPT	**14**	**ADOPTED BUDGET**
DIVISION	**01**	**FISCAL YEAR 2014-2015**

LEGAL SERVICES EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2012-2013	REVISED BUDGET 2013-2014	ADOPTED BUDGET 2014-2015	% CHANGE OVER FY 13-14
OPERATING EXPENDITURES					
514.31-10	CITY ATTORNEY	90,176	157,716	**157,716**	0.00%
*	OPERATING EXPENDITURES	90,176	157,716	**157,716**	0.00%
TOTAL	**LEGAL SERVICES**	**90,176**	**157,716**	**157,716**	**0.00%**

FUND 001
DEPT 14
DIVISION 01

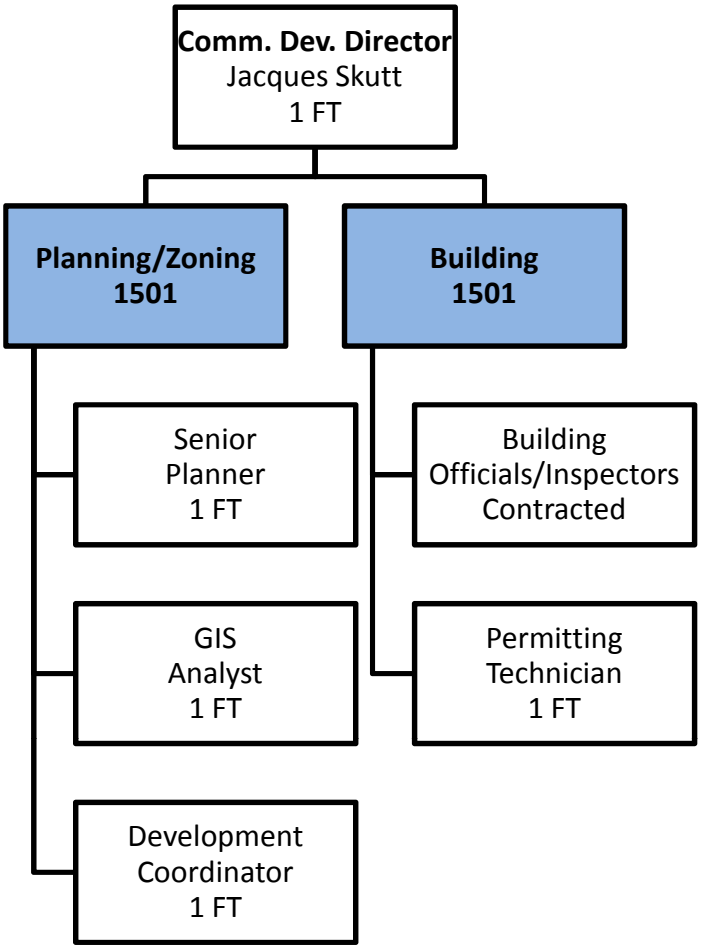
CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

LEGAL SERVICES EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2014-2015
514.31-10 CITY ATTORNEY	MONTHLY RETAINER @ $2,400 PER MONTH	28,800	157,716
	GENERAL LEGAL SERVICES	113,916	
	OTHER MISCELLANEOUS ITEMS	15,000	

Community Development

Department 15



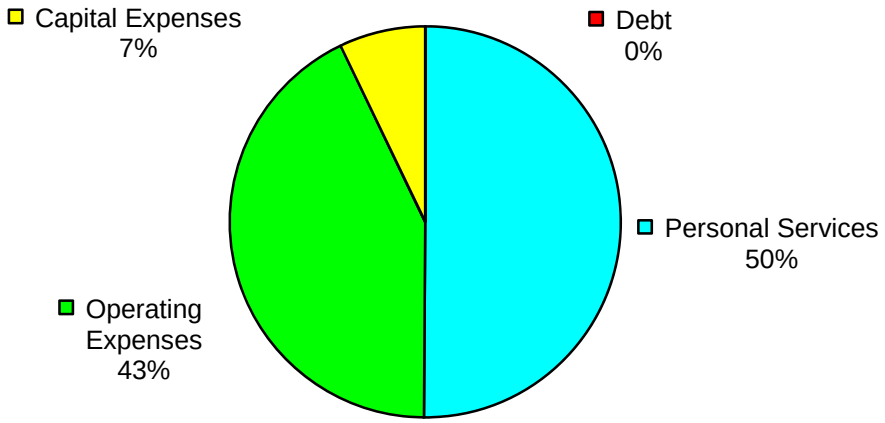
Position Summary

Authorized Positions	Pos. #	2012-2013	2013-2014	2014-2015
Full Time:				
Community Dev. Director	3001	1	1	1
Development Coordinator	15004	1	1	1
GIS Analyst	15002	1	1	1
Permitting Technician	3009	1	1	1
Senior Planner	15001	1	1	1
No. of Full Time		5	5	5
Total No. of Positions:		**5**	**5**	**5**
Total FTEs:		**5**	**5**	**5**

Budget Summary

Department Summary	Audited Actuals 2012-2013	Revised Budget 2013-2014	Adopted Budget 2014-2015	% Change Over FY 13-14
Community Development-1501				
Personal Services	358,134	375,951	**403,761**	7.40%
Operating Expenses	180,005	173,141	**344,421**	98.93%
Capital Expenses	6,914	300	**57,464**	19054.67%
Debt	-	-	**-**	0.00%
Total Comm. Development	**$ 545,053**	**$ 549,392**	**$ 805,646**	**46.64%**
Percentage of Fund Budget	*3.54%*	*4.01%*	*5.83%*	

2015 APPROPRIATIONS



COMMUNITY DEVELOPMENT - 1501 PROGRAM HIGHLIGHTS

DEPARTMENT MISSION

The Community Development Department is responsible for the City's planning process, permitting, building inspections, development coordination and Geographic Information Systems (GIS) departments. The Department researches, analyzes, manages, and dispenses information associated with growth management issues. The Department reviews all development applications for conformity with the City's Land Development Regulations, the Florida Building Code, the City's Downtown Master Plan, Comprehensive Plan and other applicable laws and regulations. The Department works in harmony with and provides support to the Planning & Zoning Board, City Council, Lake-Sumter MPO, the Lake County School Board and other local, state and federal agencies. The Department provides demographic information, mapping and GIS support for all City departments.

DEPARTMENT DESCRIPTION *(Services, Functions, and Activities)*

The Community Development Department's primary responsibilities are long-range planning, growth management, plan review and permitting. The department assists applicants with planning and zoning applications and construction permit applications. The Department reviews the applications for conformance with the Florida Building Code and land development initiatives per Florida Statutes and Administrative Codes.

SERVICE INDICATORS

Planning Division

	Indicator Description	Actual 2012	Actual 2013	Est. 2014	Projected 2015
1.	Annexation	2	2	5	6
2.	Rezone/Text Amendments	6	6	8	9
3.	Comp Plan Amendment	8	8	10	11
4.	Variances	1	1	3	4
5.	Vacates	0	2	2	3
5.	Site Plan Review	14	10	12	13
6.	Subdivision Construction Plan Review	1	1	1	1
7.	Final Plat Approval	1	1	1	1
8.	Lot Split Approval	0	1	1	1
	TOTAL	**33**	**32**	**43**	**49**

Building Division

	Indicator Description	Actual 2012	Actual 2013	Est. 2014	Projected 2015
1.	New Residential Units	58	92	100	105
2.	New Mobile Homes	3	2	2	2
3.	New Commercial Buildings	14	6	10	11
4.	Commercial Additions/Alt	22	28	30	31
5.	Residential Additions/Alt	138	120	150	157
6.	Other Permits	444	490	500	525
	TOTAL	**679**	**738**	**792**	**831**
	TOTAL VALUATION	**42,987,273**	**35,000,000**	**50,000,000**	**52,000,000**

COMMUNITY DEVELOPMENT (continued) PROGRAM HIGHLIGHTS

2015 Goals

Organizational Development
To organize staff responsibilities and procedures to insure outstanding customer service.
Growth and Development
To create an environment which will promote quality development and re-development in the business and residential communities within the City.
City Lifestyle
Evaluate and analyze land development initiatives that implement the City Vision.
Citizen and Customer Service Focus
To provide responsive and accurate customer service.
Innovation and Technology
To utilize technology to foster innovation in the delivery of high quality services in an efficient and economical manner, and to provide an efficient means of insuring timely and relevant information is provided to our citizens.
Organizational Performance
Identify processes for service delivery that promotes efficiency and integrates information between city departments.

2015 Objectives

1. Continue to deliver outstanding customer service.
2. Insure that all staff members are trained and fully proficient in their responsibilities.
3. Encourage staff to expand their skills beyond the traditional duties associated with their job responsibilities.
4. Promote cross-training between all staff so that the department will remain functional in the event of staff shortages due to illness or vacation.
5. Maintain staff morale and enthusiasm by providing opportunities for a greater variety of duties and special projects.
6. Maximize the use of technology to better serve the public and other City departments.
7. Work with County to systematically annex enclaves where it is deemed to be mutually beneficial and in the best interest of our citizens.
8. Work on special planning projects such as gateway and wayfinding signage, downtown redevelopment, Ruby Street reconstruction, green initiatives, parking facilities, city landscaping and other growth related items.
9. Continue instruction and training of staff on the correct methods of dealing with the public and the importance of providing courteous, helpful service.
10. Processes are continually being reviewed and changes will be made to insure that applications are reviewed quickly and thoroughly and in a manner that is consistent with the City's mandate to provide outstanding customer service.
11 Manage the streetscaping of the Alfred Street one way pair project.

2014 Accomplishments

Customer Focus, Innovation & Technology, and Organizational Performance

1. Assisted Public Works Department in developing a sidewalk condition inventory.
2. Initiated Interlocal Service Boundary Area agreement with Lake County.
3. Received a Technical Assistance Grant from the Department of Economic Opportunity and align with East Central Florida Planning Council conducted an Economic Strategy Plan for South Lake Dora Shores.
4. Continue to draft and adopt ordinances and code changes designed to promote economic development within the City.
5. The City's designated ADA coordinator is managing the city's ADA compliance.
6. The GIS Division continues to provide outstanding service to the public and other City departments.

FUND	**001**	**CITY OF TAVARES**
DEPT	**15**	**ADOPTED BUDGET**
DIVISION	**01**	**FISCAL YEAR 2014-2015**

COMMUNITY DEVELOPMENT EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2012-2013	REVISED BUDGET 2013-2014	ADOPTED BUDGET 2014-2015	% CHANGE OVER FY 13-14
SALARIES AND BENEFITS					
515.12-10	REGULAR SALARIES	275,016	281,105	**294,174**	4.65%
515.14-10	OVERTIME	-	-	**256**	100.00%
515.21-10	FICA / MED TAXES	19,608	19,633	**21,014**	7.03%
515.22-20	FL STATE RETIREMENT	17,680	27,514	**32,849**	19.39%
515.23-10	HEALTH INSURANCE	30,076	24,816	**28,265**	13.90%
515.23-15	DENTAL INSURANCE	1,251	1,360	**1,513**	11.25%
515.23-20	LIFE INSURANCE	1,555	1,590	**1,196**	-24.78%
515.23-21	SHORT-TERM DISABILITY	1,137	1,088	**1,135**	4.32%
515.23-30	DEPENDENT HEALTH INSURANCE	9,620	16,173	**20,855**	28.95%
515.23-35	DEPENDENT DENTAL INSURANCE	898	1,102	**1,099**	-0.27%
515.23-40	LONG TERM DISABILITY	715	951	**766**	-19.45%
515.24-10	WORKERS' COMPENSATION	578	619	**639**	3.23%
515.25-10	UNEMPLOYMENT COMPENSATION	-	-	**-**	0.00%
* SALARIES AND BENEFITS		358,134	375,951	**403,761**	7.40%
OPERATING EXPENDITURES					
515.31-15	ENGINEERING	6,889	5,100	**47,000**	821.57%
515.32-20	BOARD MEMBER PAYMENTS	940	1,440	**1,680**	16.67%
515.34-10	CONTRACTUAL SERVICES	143,666	134,873	**228,283**	69.26%
515.40-10	TRAVEL & PER DIEM	2,882	4,200	**6,800**	61.90%
515.41-10	TELEPHONE	1,113	1,354	**1,103**	-18.54%
515.41-30	POSTAGE	202	500	**700**	40.00%
515.44-10	RENTALS & LEASES	3,239	2,806	**3,959**	41.09%
515.45-10	LIABILITY	12,603	13,883	**16,146**	16.30%
515.46-15	REPAIR & MAINT. - EQUIPMENT	-	795	**1,200**	50.94%
515.47-10	PRINTING & BINDING	299	261	**18,500**	6988.12%
515.49-10	ADVERTISING	4,763	3,808	**6,000**	57.56%
515.51-10	OFFICE SUPPLIES	892	978	**1,000**	2.25%
515.52-10	OPERATING SUPPLIES	2,157	1,128	**8,330**	638.48%
515.52-11	DURABLE GOODS	-	-	**1,280**	100.00%
515.52-28	PROMO PROGRAM SUPPLIES	-	765	**500**	-34.64%
515.54-10	BKS, PUB, SUB, MEM, LIB	360	1,250	**1,940**	55.20%
515.59-65	GRANT MATCH	-	-	**-**	0.00%
* OPERATING EXPENDITURES		180,005	173,141	**344,421**	98.93%
CAPITAL EXPENDITURES					
515.64-10	EQUIP - REPLACEMENT	-	-	**-**	0.00%
515.64-13	EQUIP - COMP REPLACEMENT	-	-	**7,464**	100.00%
515.64-14	EQUIP - NEW COMPUTERS	-	-	**-**	0.00%
515.64-15	EQUIP - NEW	-	-	**-**	0.00%
515.64-23	SOFTWARE	-	300	**-**	-100.00%
515.64-25	FUTURE PROJECTS	6,914	-	**50,000**	100.00%
* CAPITAL EXPENDITURES		6,914	300	**57,464**	19054.67%
TOTAL COMMUNITY DEVELOPMENT		**545,053**	**549,392**	**805,646**	**46.64%**

CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

COMMUNITY DEVELOPMENT EXPENDITURE JUSTIFICATION

ACCOUNT	DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2014-2015
515.12-10	REGULAR SALARIES	SALARIES FOR REGULAR EMPLOYEES	294,174	294,174
515.14-10	OVERTIME	WAGES FOR HOURS WORKED IN EXCESS OF REGULAR TIME	256	256
515.21-10	FICA / MED TAXES	SOCIAL SECURITY AND MEDICARE TAX BENEFIT	21,014	21,014
515.22-20	FL STATE RETIREMENT	FRS RETIREMENT CONTRIBUTIONS FOR REGULAR EMPLOYEES	32,849	32,849
515.23-10	HEALTH INSURANCE	HEALTH INSURANCE PREMIUMS FOR EMPLOYEES	28,265	28,265
515.23-15	DENTAL INSURANCE	DENTAL INSURANCE PREMIUMS FOR EMPLOYEES	1,513	1,513
515.23-20	LIFE INSURANCE	LIFE INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	1,196	1,196
515.23-21	SHORT TERM DISABILITY	SHORT-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	1,135	1,135
515.23-30	DEPENDENT HEALTH INSURANC	SUBSIDIZED HEALTH INSURANCE PREMIUMS FOR		20,855
		EMPLOYEES' DEPENDENTS	20,855	
515.23-35	DEPENDENT DENTAL INSURANCE	SUBSIDIZED DENTAL INSURANCE PREMIUMS FOR		1,099
		EMPLOYEES' DEPENDENTS	1,099	
515.23-40	LONG TERM DISABILITY	LONG-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	766	766
515.24-10	WORKERS' COMPENSATION	WORKERS' COMPENSATION INSURANCE	639	639
515.31-15	ENGINEERING	MONTHLY DRC REVIEW	3,000	47,000
		MISCELLANEOUS ENGINEERING	5,000	
		GOLF CART STUDY	2,500	
		RUBY STREET DESIGN	23,500	
		WEST MAIN STREET DESIGN AND ENGINEERING	13,000	
515.32-20	BOARD MEMBER PAYMENTS	7 MEMBERS 12 MEETINGS PER YR AT $20 PER MEETING	1,680	1,680
515.34-10	CONTRACTUAL SERVICES	ESRI MAINTENANCE	5,150	228,283
		LAKE SUMTER MPO	4,584	
		SUNGARD PUBLIC SECTOR	9,339	
		QUORUM SERVICES	200,710	
		LAKE EXPRESS	2,500	
		TRANSIT	6,000	
515.40-10	TRAVEL & PER DIEM	HTE CONFERENCE REGISTRATION AND TRAVEL COSTS	1,200	6,800
		FL APA CONFERENCE REGISTRATION AND TRAVEL COSTS	1,200	
		FL FPZA CONFERENCE REGISTRATION AND TRAVEL COSTS	1,200	
		BOAF CONFERENCE REGISTRATION AND TRAVEL COSTS	1,200	
		GIS CONFERENCE REGISTRATION AND TRAVEL COSTS	1,200	
		GIS/PLANNING/ZONING SEMINARS	800	
515.41-10	TELEPHONE	NEXTEL	802	1,103
		FAX LINE	301	
515.41-30	POSTAGE	POSTAGE COSTS	700	700
515.44-10	RENTALS & LEASES	TOSHIBA COPY MACHINE LEASE	3,239	3,959
		TOSHIBA PARTS, LABOR, TONER CON.	720	
515.45-10	LIABILITY	GENERAL LIABILITY INSURANCE	16,146	16,146
515.46-15	EQUIPMENT	PLOTTER AND SCANNER REPAIR AND MAINTENANCE	1,200	1,200
515.47-10	PRINTING & BINDING	MISCELLANEOUS PRINTING AND BINDING AS NECESSARY	1,500	18,500
		LDR CODIFYING	17,000	
515.49-10	ADVERTISING	LEGAL ADVERTISING FOR P&Z APPLICATIONS	6,000	6,000

FUND 001
DEPT 15
DIVISION 01

CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

COMMUNITY DEVELOPMENT EXPENDITURE JUSTIFICATION

ACCOUNT	DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2014-2015
515.51-10	OFFICE SUPPLIES	GENERAL OFFICE SUPPLIES	1,000	1,000
515.52-10	OPERATING SUPPLIES	OFFICE SHIRTS FOR STAFF (5 FOR PERMIT TECH 2 FOR 3 OTHER STAFF PERSONS)	330	8,330
		GENERAL OPERATING SUPPLIES	8,000	
515.52-11	DURABLE GOODS	8 REPLACEMENT MONITORS	1,280	1,280
515.52-28	PROMO PROGRAM SUPPLIES	GREEN INITIATIVES	500	500
515.54-10	BKS, PUB, SUB, MEM, LIB	APA, FPZA, FAPA, BOAF, FACM, AICP(X2)	1,400	1,940
		NOTARY RENEWALS 3 @ $80	240	
		MISCELLANEOUS	300	
515.64-13	EQUIP - COMP REPLACEMENT	REPLACEMENT COMPUTERS (8)	7,464	7,464
515.64-14	EQUIP - NEW COMPUTERS	NO AMOUNT BUDGETED	-	-
515.64-25	FUTURE PROJECTS	GATEWAY / WAYFINDING SIGNS (TO INCLUDE SIGN ON 441 BY WATERMAN HOSPITAL)	50,000	50,000
515.64-50	CAPITAL GRANT MATCH	NO AMOUNT BUDGETED	-	-
515.71-15	LEAGUE LEASE 2002 & 2006	NO AMOUNT BUDGETED	-	-
515.72-15	LEAGUE LEASE 2002 & 2006	NO AMOUNT BUDGETED	-	-

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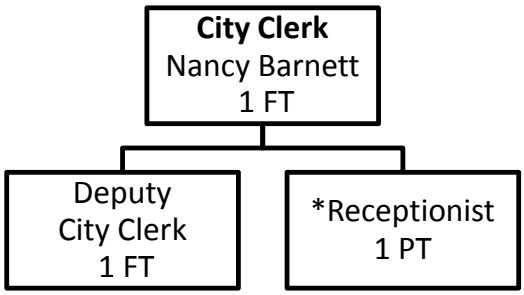
City Clerk

Department 16



Position Summary

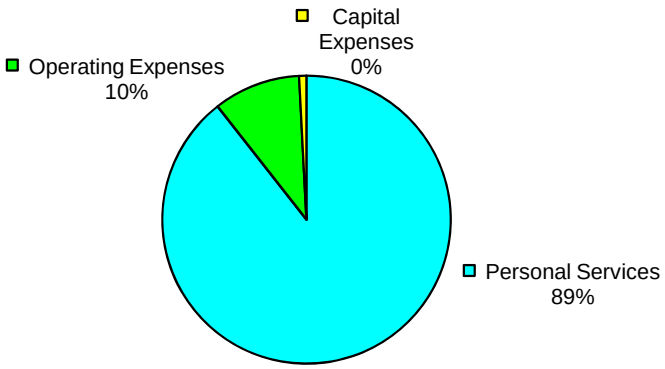
Authorized Positions	Pos. #	2012-2013	2013-2014	2014-2015
Full Time:				
City Clerk	2002	1	1	1
Deputy City Clerk	2008	1	1	1
No. of Full Time		2	2	2
Total No. of Positions:		**2**	**2**	**2**
Total FTEs:		**2**	**2**	**2**

***Receptionist position funded in Administration budget

Budget Summary

Department Summary	Audited Actuals 2012-2013	Revised Budget 2013-2014	Adopted Budget 2014-2015	% Change Over FY 13-14
City Clerk-1601				
Personal Services	166,201	179,791	**197,632**	9.92%
Operating Expenses	16,859	32,893	**21,558**	-34.46%
Capital Expenses	3,000	-	**1,866**	100.00%
Grand Total City Clerk	**$ 186,060**	**$ 212,684**	**$ 221,056**	**3.94%**
Percentage of Fund Budget	*1.21%*	*1.55%*	*1.60%*	

2015 APPROPRIATIONS



CITY CLERK - 1601 PROGRAM HIGHLIGHTS

DEPARTMENT MISSION

The City Clerk Department maintains the City's official records efficiently, ensures public access to the records; provides research to the City Council, residents, government agencies, and internal staff; maintains good customer relations by providing information efficiently; supervises the City elections; supports the City Attorney in research, formulating legal opinion and document preparation; manages the general City Hall reception area and provides dependable, professional support services to the City Council, City Administrator, and City staff.

DEPARTMENT DESCRIPTION *(Services, Functions, and Activities)*

- Organizes and facilitates agendas for City Council Meetings, Police Pension, Fire Pension, Special Magistrate, and other boards as requested.
- Attends and takes minutes of City Council, Police & Fire Pension, Code Enforcement and union negotiations.
- Serves as Records Management Liaison Officer for the City and submits reports to State of Florida
- Manages Public Records system for the City.
- Provides comprehensive research assistance to City Council, citizens, and staff.
- Supervises the City election and qualifies candidates in coordination with the County Elections Supervisor.
- Responds to public record requests and citizen concerns.
- Attests and records contracts and agreements.
- Facilitates compliance with Financial Disclosure laws of Florida (F.S. 112-3144 Ethics Laws).
- Coordinates with the City Attorney in matters of legal review and document preparation.
- Assists with preparation of contracts and reports for the City Administrator.
- Administers Domestic Registry.
- Provides support to City Council and City Administrator.

SERVICE INDICATORS

	Indicator Description	Actual 2012	Actual 213	Est. 2014	Projected 2015
1.	Ordinances Processed	33	30	30	31
2.	Resolutions Processed	17	23	20	20
3.	Lien Searches	240	340	512	480
4.	Legal Ads & Notices	70	49	55	60
5.	Meeting Minutes	44	39	40	40

2015 GOALS

Organizational Development

Encourage continuing education training through conferences, seminars, self study and higher education.

Growth and Development

Provide public information promptly to business and residential customers and to provide reliable information regarding the community and governmental resources.

City Lifestyle

To provide reliable information to the community using all information venues available.

Citizen and Customer Service Focus

Provide responses to citizen concerns promptly and satisfactorily and facilitate an efficient City election process that encourages participation of candidates and residents.

Innovation and Technology

Utilize up to date technological resources for retrieving and providing information, and to keep current on innovation and technology .

Organizational Performance

Consider the most economical and efficient way of delivering public information, and to be focused on work output in order to keep labor costs to a minimum.

2015 Objectives

1. Prepare complete and accurate information in the agenda packets, including minutes of the previous meeting and provide to City Council in a timely and efficient manner.
2. Prepare quality minutes with minimal corrections.
3. Respond to public records requests in a timely manner (generally within 3 working days).
4. Respond to citizen concerns courteously and in a timely manner.
5. Manage Records Storage Area and continue to develop paperless practices.
6. Post complete agenda packet and public documents on web for citizen access.
7. Provide thorough and timely research assistance to staff, citizens, and City Council.
8. Coordinate lien searches by working with other departments and responding in a timely manner.
9. Provide support services to City Council and City Administrator.

2014 Accomplishments

Customer Focus, Innovation & Technology, and Organizational Performance

1. Provided administrative and clerical support for major City initiatives such as the Wooton Park referendum and Fire Assessment.
2. Attended City Clerk conference and City Clerk Institute for annual training regarding innovative practices and legislative updates.
3. Prepared agendas and minutes for City Council meetings and workshops; Code Enforcement Special Master hearings; IAFF and PBA Bargaining sessions; Fire Pension Board and Police Pension Board.
4. Provided administrative support for various City projects and initiatives.
5. Served as conduit for information regarding City and community programs and services.
6. Provided reliable information regarding community and governmental resources to citizens and staff.
7. Focused on adding more documents to the City web site for better customer access.
8. Provided support services to City Council and City Administrator.

FUND 001
DEPT 16
DIVISION 01

CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

CITY CLERK EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2012-2013	REVISED BUDGET 2013-2014	ADOPTED BUDGET 2014-2015	% CHANGE OVER FY 13-14
SALARIES AND BENEFITS					
512.12-10	REGULAR SALARIES	122,851	125,571	**134,314**	6.96%
512.14-10	OVERTIME	-	256	**256**	0.00%
512.21-10	FICA / MED TAXES	8,339	8,266	**9,175**	11.00%
512.22-10	RETIREMENT	2,836	2,898	**3,284**	13.32%
512.22-20	FL STATE RETIREMENT	7,449	14,291	**17,234**	20.59%
512.23-10	HEALTH INSURANCE	12,065	10,022	**11,474**	14.49%
512.23-15	DENTAL INSURANCE	500	544	**605**	11.21%
512.23-20	LIFE INSURANCE	697	709	**548**	-22.71%
512.23-21	SHORT-TERM DISABILITY	510	492	**523**	6.30%
512.23-30	DEPENDENT HEALTH INSURANCE	9,373	14,864	**18,368**	23.57%
512.23-35	DEPENDENT DENTAL INSURANCE	1,003	1,174	**1,221**	4.00%
512.23-40	LONG TERM DISABILITY	320	427	**347**	-18.74%
512.24-10	WORKERS' COMPENSATION	258	277	**283**	2.17%
512.25-10	UNEMPLOYMENT COMPENSATION	-	-	**-**	0.00%
* SALARIES AND BENEFITS		166,201	179,791	**197,632**	9.92%
OPERATING EXPENDITURES					
512.31-20	ELECTION EXPENSE	1,909	12,430	**500**	-95.98%
512.34-10	CONTRACTUAL SERVICES	-	400	**350**	-12.50%
512.40-10	TRAVEL & PER DIEM	1,644	2,980	**3,680**	23.49%
512.41-10	TELEPHONE	602	798	**745**	-6.64%
512.41-30	POSTAGE	119	400	**400**	0.00%
512.45-10	LIABILITY	3,417	3,764	**4,378**	16.31%
512.46-15	REPAIR & MAINT.- EQUIPMENT	-	-	**200**	100.00%
512.47-10	PRINTING & BINDING	135	800	**800**	0.00%
512.47-40	CODIFICATION EXPENDITURES	1,512	2,000	**2,000**	0.00%
512.48-10	CITY APPRECIATION	27	-	**100**	100.00%
512.49-10	ADVERTISING	1,652	2,000	**2,000**	0.00%
512.51-10	OFFICE SUPPLIES	511	600	**600**	0.00%
512.52-10	OPERATING SUPPLIES	2,233	2,891	**2,380**	-17.68%
512.52-11	DURABLE GOODS	-	750	**160**	-78.67%
512.54-10	BKS, PUB, SUB, MEM, LIB	1,098	1,080	**1,265**	17.13%
512.59-40	RECORDING & TAXES	2,000	2,000	**2,000**	0.00%
* OPERATING EXPENDITURES		16,859	32,893	**21,558**	-34.46%
CAPITAL EXPENDITURES					
512.64-10	EQUIP - REPLACEMENT	-	-	**-**	0.00%
512.64-13	EQUIP - COMP REPLACEMENT	-	-	**1,866**	100.00%
512.64-14	EQUIP - NEW COMPUTERS	-	-	**-**	0.00%
512.64-15	EQUIP - NEW	3,000	-	**-**	0.00%
512.64-23	SOFTWARE	-	-	**-**	0.00%
* CAPITAL EXPENDITURES		3,000	-	**1,866**	100.00%
TOTAL CITY CLERK		**186,060**	**212,684**	**221,056**	**3.94%**

CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

CITY CLERK JUSTIFICATION

ACCOUNT	DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2014-2015
512.12-10	REGULAR SALARIES	SALARIES FOR REGULAR EMPLOYEES	134,314	134,314
512.14-10	OVERTIME	WAGES FOR HOURS WORKED IN EXCESS OF REGULAR TIME	256	256
512.21-10	FICA / MED TAXES	SOCIAL SECURITY AND MEDICARE TAX BENEFIT	9,175	9,175
512.22-10	RETIREMENT	RETIREMENT CONTRIBUTIONS FOR REGULAR EMPLOYEES	3,284	3,284
512.22-20	FL STATE RETIREMENT	FRS RETIREMENT CONTRIBUTIONS FOR REGULAR EMPLOYEES	17,234	17,234
512.23-10	HEALTH INSURANCE	HEALTH INSURANCE PREMIUMS FOR EMPLOYEES	11,474	11,474
512.23-15	DENTAL INSURANCE	DENTAL INSURANCE PREMIUMS FOR EMPLOYEES	605	605
512.23-20	LIFE INSURANCE	LIFE INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	548	548
512.23-21	SHORT-TERM DISABILITY	SHORT-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	523	523
512.23-30	DEPENDENT HEALTH INSURANCE	SUBSIDIZED HEALTH INSURANCE PREMIUMS FOR EMPLOYEES' DEPENDENTS	18,368	18,368
512.23-35	DEPENDENT DENTAL INSURANCE	SUBSIDIZED DENTAL INSURANCE PREMIUMS FOR EMPLOYEES' DEPENDENTS	1,221	1,221
512.23-40	LONG TERM DISABILITY	LONG-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	347	347
512.24-10	WORKERS' COMPENSATION	WORKERS' COMPENSATION INSURANCE	283	283
512.31-20	ELECTION EXPENSE	NOVEMBER 2014 CITY COUNCIL ELECTION	500	500
512.34-10	CONTRACTUAL SERVICES	BIS COUNCIL RECORDING SYSTEM ANNUAL MAINTENANCE FEE	350	350
512.40-10	TRAVEL & PER DIEM	FLORIDA ASSOC. OF CITY CLERKS - FALL ACADEMY 2015 - REGISTRATION ONLY	300	3,680
		FLORIDA ASSOC. OF CITY CLERKS - SUMMER ACADEMY 2015 - REGISTRATION AND TRAVEL COSTS	1,125	
		FLORIDA RECORDS MANAGEMENT ASSOCIATION CONFERENCE	1,055	
		INTERNATIONAL INSTITUTE OF MUNICIPAL CLERKS REGION III MEETING	550	
		MISC. WEBINARS AND TRAINING	550	
		BANQUETS / AWARDS / CEREMONIES	100	
512.41-10	TELEPHONE	NEXTEL	745	745
512.41-30	POSTAGE	POSTAGE	400	400
512.45-10	LIABILITY	GENERAL LIABILITY	4,378	4,378
512.46-15	REPAIR & MAINT-EQUIP	MISCELLANEOUS EQUIPMENT MAINTENANCE AND REPAIR FOR DESK-TOP SCANNERS AND PRINTERS	200	200
512.47-10	PRINTING & BINDING	STATIONERY, ENVELOPES, BUSINESS CARDS, MISC.	150	800
		PRINTING SERVICES FOR RECORDS REQUESTS (MAPS,PLANS ETC) REIMBURSED COST CREDITED TO GF	650	
512.47-40	CODIFICATION EXPENDITURES	CITY CODE BOOK CODIFICATION BY MUNICODE	2,000	2,000
512.48-10	CITY APPRECIATION	DISTRICT AND STATE CITY CLERK APPRECIATION BUSINESS MEETINGS	100	100
512.49-10	ADVERTISING	ADVERTISING FOR ORDINANCES, RESOLUTIONS, MEETINGS, ELECTIONS, ETC.	2,000	2,000
512.51-10	OFFICE SUPPLIES	GENERAL OFFICE SUPPLIES	600	600

FUND 001
DEPT 16
DIVISION 01

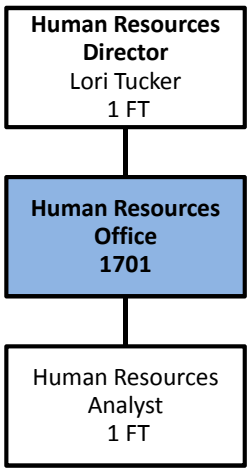
CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

CITY CLERK JUSTIFICATION

ACCOUNT	DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2014-2015
512.52-10	OPERATING SUPPLIES	GENERAL OPERATING SUPPLIES	800	2,380
		MINUTE BOOKS, ELECTION BOOKS, LDR BOOKS, CODE BOOKS	600	
		SHREDDING SERVICES FOR CITY-WIDE DOCUMENT DESTRUCTION	500	
		PRINTER TONERS	400	
		CITY SHIRTS	80	
512.52-11	DURABLE GOODS	REPLACEMENT MONITOR	160	160
512.54-10	BKS, PUB, SUB, MEM, LIB	POSTING OF MUNICODE ON WEB	750	1,265
		IIMC PROFESSIONAL MEMBERSHIP (2 PERSONNEL)	230	
		FACC PROFESSIONAL MEMBERSHIPS (2 PERSONNEL)	160	
		FLORIDA RECORDS MANAGEMENT ASSOC. MEMBERSHIP	100	
		GOVERNMENT IN THE SUNSHINE MANUAL (2 BOOKS)	25	
512.59-40	RECORDING & TAXES	RECORDING CITY LEGAL DOCUMENTS WITH THE LAKE COUNTY CLERK OF COURT	2,000	2,000
512.64-10	EQUIP - REPLACEMENT	NO AMOUNT BUDGETED	-	-
512.64-13	EQUIP-COMP REPLACEMENT	2 REPLACEMENT COMPUTERS	1,866	1,866
512.64-15	EQUIP-NEW	NO AMOUNT BUDGETED	-	-
512.64-23	SOFTWARE	NO AMOUNT BUDGETED	-	-

Human Resources

Department 17



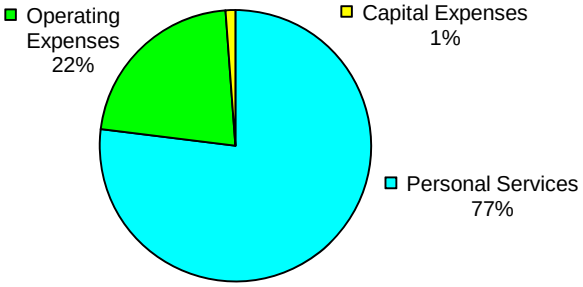
Position Summary

Authorized Positions	Pos. #	2012-2013	2013-2014	2014-2015
Full Time:				
Human Resources Analyst	17001	1	1	1
Human Resources Director	2007	1	1	1
No. of Full Time		2	2	2
Total No. of Positions:		**2**	**2**	**2**
Total FTEs:		**2**	**2**	**2**

Budget Summary

Department Summary	Audited Actuals 2012-2013	Revised Budget 2013-2014	Adopted Budget 2014-2015	% Change Over FY 13-14
Human Resources-1701				
Personal Services	174,438	188,303	**199,743**	6.08%
Operating Expenses	27,875	43,824	**56,795**	29.60%
Capital Expenses	-	-	**3,055**	100.00%
Grand Total Human Res.	**$ 202,313**	**$ 232,127**	**$ 259,593**	**11.83%**
Percentage of Fund Budget	*1.31%*	*1.70%*	*1.88%*	

2015 APPROPRIATIONS



HUMAN RESOURCES - 1701 PROGRAM HIGHLIGHTS

DEPARTMENT MISSION

Our mission is to provide broad-scope employment, manage the employee benefit program and risk management related expertise and support to all City departments and employees, the Tavares City Council, and to the public at large in accordance with local, state and federal law; delivered with professionalism and red-carpet customer service.

DEPARTMENT DESCRIPTION *(Services, Functions, and Activities)*

- Candidate recruitment, qualifications assessment, interviewing, selection, post-offer backgrounds and drug screening for all City departments to ensure best qualified candidates are hired.
- Promote a positive workplace, employee engagement, career development and staff retention for all City departments through collaborative activities and strategies with staff and supervisors.
- Periodic market salary study assessment and post-study recommendations to promote long-term employee commitment.
- Compensation program and payroll administration to ensure compliance with FLSA and other state and federal mandates.
- Employee policy and procedure development, interpretation and recommendations for consistent application to promote a positive, equitable employment environment, to maximize staff retention and reduce liability exposure.
- Contractual risk management, including evaluation of contract liability and rating risk exposures to determine contractual insurance requirements.
- Group benefits plan development and administration as an effective tool for recruitment and retention of qualified staff.
- Workers' compensation claims administration, medical care and benefits coordination to facilitate an expeditious and successful return to full duty for employees with work-related injuries.
- Unemployment compensation arbitration and EEOC claims defenses to minimize liability exposure.
- City general liability, property, pollution, airport and vehicle insurance policy and claims coordination.
- Maintain City-wide drug-free workplace program to reduce costs by maintaining a safe working environment.
- Safety Committee coordination to maintain a safe working environment, reduce workers' compensation costs, minimize equipment damage and increase productivity.
- Employee appreciation events, service recognition and volunteer opportunities coordination to promote a positive work environment, and to enhance working relationships in our community.
- Personal matters related to collective bargain agreements.

SERVICE INDICATORS

	Indicator Description	Actual 2012	Actual 2013	Est. 2014	Projected 2015
1.	Employment Applications Processed	480	357	287	350
2.	New Hires Processed	32	26	21	30
3.	Separations Processed (includes Seasonal Employees)	27	24	50	22
4.	Occupational Injuries Processed	16	13	17	12
5.	Violence/Harassment Complaint Investigations	1	0	0	0
6.	Employee Training Participants	162	167	167	172
7.	Assets Insured Value	$ 55,132,478	$ 56,707,155	$57,800,695	$ 62,044,750
8.	Union Contracts	1	2	2	2

HUMAN RESOURCES - 1701 (continued) PROGRAM HIGHLIGHTS

2015 GOALS

Organizational Development
Provide employment related initiatives and assistance for best hiring practices
Growth and Development
Provide Risk Management initiatives to minimize risk exposure
City Lifestyle
Make employment opportunities easily accessible to our community, and to protect City assets.
Citizen and Customer Service Focus
Ensure responsive customer service delivery for best practices
Innovation and Technology
Utilize technology measures that enhance recruitment and risk avoidance
Organizational Performance
Continue staff development through appropriate training and education.

2015 Objectives

1. Provide departmental kiosks for City staff to access our on-line "Staff Channel" and group benefits information links at work for current employment news, activities and information.
2. Develop compensation study and market survey provider RFQ to provide necessary information and recommendations to ensure fair pay practices, retention and competitiveness in the post-recession period; with subsequent selection, contractual agreement and implementation
3. Affordable Care Act complex mandate implementation and communication.
4. Approval and implementation of formal recruitment and retention plan to ensure the City's ability to compete and retain in a highly competitive talent market.
5. Complete revision of Personnel Policies.

2014 ACCOMPLISHMENTS

1. Key position recruitment to support budget preparation and analysis. Advanced Life Support implementation goals, Pavilion on the Lake Initializing, Utilities supervision and operations.
2. Functioned in an advisory capacity to the negotiating team during the PBA collective bargaining process.
3. Achieved .80 workers' compensation premium modification rate, allowing the City to maintain its overall program savings credits as a result of City-wide safety practices.
4. Continued to promote health and wellness strategies through activities, newsletters and e-mail to maximize prevention and minimize increased healthcare costs.
5. Controlled liability coverage costs increases by continuous department specific training, with reinforcement of safety and risk management best practices.
6. Contracted with Independent Retirement Plan Advisor to provide guidance to the City Administrator, department heads and City Council regarding all retirement plans.
7. Maintained reduced employee turnover with continuous review of employment and retention practices, to maintain standing as an employer of choice.
8. Continued to build files and maximize capabilities of the City's Human Resources Information System (HRIS).
9. Continued to evaluate efficiency and effectiveness in all areas of Human Resources and Risk Management service delivery.
10. Monitored post-recession labor markets through salary, benefits, retention, recruitment and succession planning.

HUMAN RESOURCES - 1701 (continued) PROGRAM HIGHLIGHTS

2014 ACCOMPLISHMENTS (Cont'd)

11. Continued to utilize HR and risk management professional association continuing education opportunities in lockstep with sweeping changes in employment law and best practices in both areas.
12. Continued the revision of existing personnel policies and the development of new policies to assist employees, supervisors and managers with essential information covering a broad range of employment matters.
13.. Continued to build upon and promote "Tavares-America's Seaplane City" branding as an effective recruitment and retention tool.
14. Negotiated single digit FY 2013-14 health insurance renewal premium rate with minimal plan design effects.
15. FRS online workshops concerning debt management and investment strategies were offered to all City employees.
16. Continued to reduce recruitment budget utilization by developing alternative advertising resources to effectively recruit well-qualified and diverse candidates and keeping expenditures to a minimum.
17. Continued to maximize the Police Reserve program as a highly effective recruitment and workforce planning tool.

FUND	**001**	**CITY OF TAVARES**
DEPT	**17**	**ADOPTED BUDGET**
DIVISION	**01**	**FISCAL YEAR 2014-2015**

HUMAN RESOURCES EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2012-2013	REVISED BUDGET 2013-2014	ADOPTED BUDGET 2014-2015	% CHANGE OVER FY 13-14
SALARIES AND BENEFITS					
513.12-10	REGULAR SALARIES	131,645	134,560	**141,311**	5.02%
513.14-10	OVERTIME	-	106	**256**	141.51%
513.21-10	FICA / MED TAXES	9,136	9,005	**10,062**	11.74%
513.22-10	RETIREMENT	3,187	3,257	**3,518**	8.01%
513.22-20	FL STATE RETIREMENT	7,739	14,846	**17,904**	20.60%
513.23-10	HEALTH INSURANCE	11,251	9,545	**5,317**	-44.30%
513.23-15	DENTAL INSURANCE	500	544	**605**	11.21%
513.23-20	LIFE INSURANCE	745	762	**578**	-24.15%
513.23-21	SHORT-TERM DISABILITY	543	527	**551**	4.55%
513.23-30	DEPENDENT HEALTH INSURANCE	8,436	13,554	**18,368**	35.52%
513.23-35	DEPENDENT DENTAL INSURANCE	638	844	**611**	-27.61%
513.23-40	LONG TERM DISABILITY	341	457	**365**	-20.13%
513.24-10	WORKERS' COMPENSATION	277	296	**297**	0.34%
513.25-10	UNEMPLOYMENT COMPENSATION	-	-	**-**	0.00%
* SALARIES AND BENEFITS		174,438	188,303	**199,743**	6.08%
OPERATING EXPENDITURES					
513.34-10	CONTRACTUAL SERVICES	18,917	29,587	**40,436**	36.67%
513.40-10	TRAVEL & PER DIEM	917	1,800	**1,600**	-11.11%
513.41-10	TELEPHONE	767	813	**802**	-1.35%
513.41-20	OTHER COMMUNICATION	-	-	**-**	0.00%
513.41-30	POSTAGE	527	530	**150**	-71.70%
513.45-10	LIABILITY	3,962	4,365	**5,077**	16.31%
513.47-10	PRINTING & BINDING	-	150	**255**	70.00%
513.48-10	CITY APPRECIATION	199	2,200	**3,700**	68.18%
513.49-10	ADVERTISING	1,141	1,700	**2,500**	47.06%
513.51-10	OFFICE SUPPLIES	105	200	**200**	0.00%
513.52-10	OPERATING SUPPLIES	965	1,529	**800**	-47.68%
513.52-11	DURABLE GOODS	160	-	**320**	100.00%
513.52-23	SPECIAL PROJECTS	-	300	**300**	0.00%
513.52-50	TRAINING	-	-	**-**	0.00%
513.54-10	BKS, PUB, SUB, MEM, LIB	215	650	**655**	0.77%
* OPERATING EXPENDITURES		27,875	43,824	**56,795**	29.60%
CAPITAL EXPENDITURES					
513.64-10	EQUIP - REPLACEMENT	-	-	**1,195**	100.00%
513.64-13	EQUIP - COMP REPLACEMENT	-	-	**1,860**	100.00%
513.64-14	EQUIP - NEW COMPUTERS	-	-	**-**	0.00%
513.64-15	EQUIP - NEW	-	-	**-**	0.00%
513.64-23	SOFTWARE	-	-	**-**	0.00%
* CAPITAL EXPENDITURES		-	-	**3,055**	100.00%
TOTAL HUMAN RESOURCES		**202,313**	**232,127**	**259,593**	**11.83%**

CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

HUMAN RESOURCES JUSTIFICATION

ACCOUNT	DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2014-2015
513.12-10	REGULAR SALARIES	SALARIES FOR REGULAR EMPLOYEES	141,311	141,311
513.14-10	OVERTIME	WAGES FOR HOURS WORKED IN EXCESS OF REGULAR TIME	256	256
513.21-10	FICA / MED TAXES	SOCIAL SECURITY AND MEDICARE TAX BENEFIT	10,062	10,062
513.22-10	RETIREMENT	RETIREMENT CONTRIBUTIONS FOR REGULAR EMPLOYEES	3,518	3,518
513.22-20	FL STATE RETIREMENT	FRS RETIREMENT CONTRIBUTIONS FOR REGULAR EMPLOYEES	17,904	17,904
513.23-10	HEALTH INSURANCE	HEALTH INSURANCE PREMIUMS FOR EMPLOYEES	5,317	5,317
513.23-15	DENTAL INSURANCE	DENTAL INSURANCE PREMIUMS FOR EMPLOYEES	605	605
513.23-20	LIFE INSURANCE	LIFE INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	578	578
513.23-21	SHORT-TERM DISABILITY	SHORT-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	551	551
513.23-30	DEPENDENT HEALTH INSURANC	SUBSIDIZED HEALTH INSURANCE PREMIUMS FOR		18,368
		EMPLOYEES' DEPENDENTS	18,368	
513.23-35	DEPENDENT DENTAL INSURANC	SUBSIDIZED DENTAL INSURANCE PREMIUMS FOR		611
		EMPLOYEES' DEPENDENTS	611	
513.23-40	LONG TERM DISABILITY	LONG-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	365	365
513.24-10	WORKERS' COMPENSATION	WORKERS' COMPENSATION INSURANCE	297	297
513.34-10	CONTRACTUAL SERVICES	INDIVIDUAL RETIREMENT PLAN ADVISOR	25,000	40,436
		DRIVERS LICENSE CHECKS	1,650	
		LABOR ATTORNEY	500	
		EMPLOYEE ASSISTANCE PROGRAM	3,500	
		SUNGARD PUBLIC SECTOR	7,886	
		BACKGROUND CHECKS	900	
		DRUG TESTS	1,000	
513.40-10	TRAVEL & PER DIEM	SHRM CONFERENCE	600	1,600
		PRM CONFERENCE	600	
		PRIMA CHAPTER MEETINGS	200	
		CFHR MEETINGS	200	
513.41-10	TELEPHONE	NEXTEL	802	802
513.41-30	POSTAGE	POSTAGE	150	150
513.45-10	LIABILITY	LIABILITY INSURANCE	5,077	5,077
513.47-10	PRINTING & BINDING	250 CITY LOGO 2" BINDERS FOR PERSONNEL POLICES	200	255
		SET UP FEE	55	
513.48-10	CITY APPRECIATION	HOLLY JOLLY	2,000	3,700
		EMPLOYEE PICNIC	1,200	
		BRING YOUR KID TO WORK DAY	200	
		EMPLOYEE SERVICE AWARDS	200	
		EMPLOYEE BENEFIT FAIR	100	
513.49-10	ADVERTISING	EMPLOYMENT ADVERTISING	2,500	2,500
513.51-10	OFFICE SUPPLIES	OFFICE SUPPLIES	200	200
513.52-10	OPERATING SUPPLIES	CITY SHIRTS	200	800
		TONERS	150	
		OPERATING SUPPLIES	300	
		NEW CHAIR FOR HR SPECIALIST	150	

FUND 001
DEPT 17
DIVISION 01

CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

HUMAN RESOURCES JUSTIFICATION

ACCOUNT	DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2014-2015
513.52-11	DURABLE GOODS	2 REPLACEMENT MONITORS	320	320
513.52-23	SPECIAL PROJECTS	WELLNESS FAIR	300	300
513.52-50	TRAINING	NO AMOUNT BUDGETED	-	-
513.54-10	BKS, PUB, SUB, MEM, LIB	CENTRAL FL PRIMA	35	655
		PRIMA NATIONAL MEMBERSHIP	385	
		SHRM	185	
		CFHRA	50	
513.64-10	EQUIP - REPLACEMENT	BADGE MACHINE	1,195	1,195
513.64-13	EQUIP - COMP REPLACEMENT	NEW COMPUTERS IN HR		1,860
		HR DIRECTOR	930	
		HR SPECIALIST	930	
513.64-14	EQUIP - NEW COMPUTERS	NO AMOUNT BUDGETED	-	-

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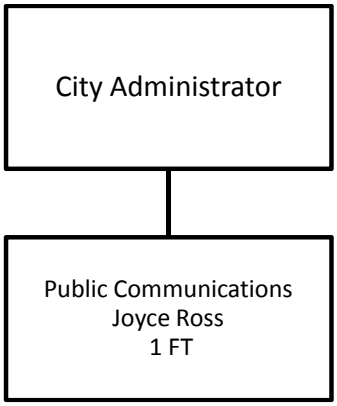
Public Communications

Department 18



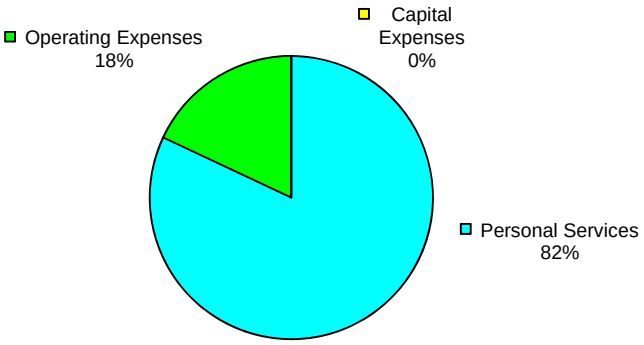
Position Summary

Authorized Positions	Pos. #	2012-2013	2013-2014	2014-2015
Full Time:				
Public Communications		0	0	0
Director	12006	1	1	1
No. of Full Time		1	1	1
Total No. of Positions:		**1**	**1**	**1**
Total FTEs:		**1**	**1**	**1**

Budget Summary

Department Summary	Audited Actuals 2012-2013	Revised Budget 2013-2014	Adopted Budget 2014-2015	% Change Over FY 13-14
Public Communications-1801				
Personal Services	80,925	89,973	**96,022**	6.72%
Operating Expenses	18,801	32,420	**21,103**	-34.91%
Capital Expenses	-	-	**-**	0.00%
Grand Total Public Comm.	**$ 99,726**	**$ 122,393**	**$ 117,125**	**-4.30%**
Percentage of Fund Budget	*1.21%*	*1.55%*	*1.60%*	

2015 APPROPRIATIONS



PUBLIC COMMUNICATIONS - 1801 PROGRAM HIGHLIGHTS

DEPARTMENT MISSION

The mission of the Public Communications Department is to inform and engage citizens, employees and stakeholders regarding the issues and activities of the City of Tavares, utilizing mass media, internet, publications and other communications tools; and to advise officials, administrator, and management team on public relations issues.

DEPARTMENT DESCRIPTION *(Services, Functions, and Activities)*

- Provides guidance and support to council members, City Administrator and City staff on a variety of public relations issues
- Manages City communications with citizens, staff, business community, homeowners associations, chambers of commerce and other governmental agencies and not-for-profits
- Maintains good media relations, generates stories on City news and writes press releases
- Serves as Public Information Officer (PIO) to the City Police and Fire Departments
- Maintains the City website and Facebook page
- Coordinates the City's mass notification system
- Produces the City newsletter and other collateral materials
- Manages the branding program

SERVICE INDICATORS

	Indicator Description	2012	2013	Est. 2014	Projected 2015
1.	Press Releases Issued	71	48	45	50
2.	Newsletters Published	6	6	6	6
3.	Web Page Views Per Year	N/A	N/A	400,000	425,000

2015 GOALS

Organizational Development

To maintain proficiency and training in the communications field

Growth and Development

To maintain a seamless information flow from City departments and City Council to the public

City Lifestyle

To enable City news to be more accessible to our citizens to improve their quality of life

Citizen and Customer Service Focus

To maintain easy access by the public to government information

Innovation and Technology

To utilize technology whenever possible to broaden our reach, not only within our community, but also to regional, national and international audiences

Organizational Performance

To appropriately utilize communication channels to deliver timely, appropriate, and accurate information to our citizens, employees and other stakeholders

PUBLIC COMMUNICATIONS - 1801 (continued) PROGRAM HIGHLIGHTS

Objectives

1. Maintain current level of services for existing programs: Advise administration, council and management team on public relations issues; publish City Newsletter; manage website and social media sites; serve as Police & Fire PIO; generate stories on City news.
2. New Program: Assist Pavilion Manager with implementation of a marketing program for the Tavares Pavilion on the Lake.

2014 Accomplishments

1. Completed redesign and update of the NEW Tavares.org website.
2. Provided support to the Tavares Pavilion on the Lake project. Wrote and/or reviewed documents, RFQ, polices, etc.; worked with graphics designer on the development of Pavilion logo; designed new webpages.
3. Served as a PIO to Police and Fire Departments, most notably during the intense media interest surrounding the Blue Rhino propane plant explosion. Worked with national and international media and follow-up stories for several months.
4. Assisted Utilities Dept in communicating with the public regarding a variety of downtown utility projects and road closures.
5. Update General Public on Alfred Street one-way pair project.
6. Managed the design and approval process for the new Tavares branded park bench and the development of the Adopt-a-Bench program.
7. Continued to work with various film production companies that filmed feature films, commercials and music videos in Tavares.
8. Increased Facebook and website traffic.
9. Designed multiple ads for local, regional and national magazines.
10. Coordinated work with site engineer and sign production company to obtain FDOT permits for seaplane art in the fountain on US 441.

FUND	001
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DIVISION	01

CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

PUBLIC COMMUNICATIONS EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2012-2013	REVISED BUDGET 2013-2014	ADOPTED BUDGET 2014-2015	% CHANGE OVER FY 13-14
SALARIES AND BENEFITS					
519.12-10	REGULAR SALARIES	59,180	61,500	**63,345**	3.00%
519.21-10	FICA / MED TAXES	4,064	4,102	**4,366**	6.44%
519.22-20	FL STATE RETIREMENT	5,867	11,360	**13,702**	20.62%
519.23-10	HEALTH INSURANCE	5,945	4,773	**5,317**	11.40%
519.23-15	DENTAL INSURANCE	250	272	**303**	11.40%
519.23-20	LIFE INSURANCE	336	349	**259**	-25.79%
519.23-21	SHORT-TERM DISABILITY	244	240	**248**	3.33%
519.23-30	DEPENDENT HEALTH INSURANCE	4,563	6,777	**7,941**	17.18%
519.23-35	DEPENDENT DENTAL INSURANCE	198	257	**244**	-5.06%
519.23-40	LONG TERM DISABILITY	154	208	**164**	-21.15%
519.24-10	WORKERS' COMPENSATION	124	135	**133**	-1.48%
* SALARIES AND BENEFITS		80,925	89,973	**96,022**	6.72%
OPERATING EXPENDITURES					
519.34-10	CONTRACTUAL SERVICES	6,823	13,548	**5,150**	-61.99%
519.40-10	TRAVEL & PER DIEM	66	1,990	**2,518**	26.53%
519.41-10	TELEPHONE	1,060	837	**802**	-4.18%
519.41-30	POSTAGE	9	100	**100**	0.00%
519.45-10	LIABILITY	1,870	2,060	**2,396**	16.31%
519.46-15	REPAIR & MAINT.- EQUIPMENT	-	50	**50**	0.00%
519.47-10	PRINTING & BINDING	95	100	**100**	0.00%
519.49-10	ADVERTISING	36	3,550	**250**	-92.96%
519.51-10	OFFICE SUPPLIES	290	300	**300**	0.00%
519.52-10	OPERATING SUPPLIES	662	936	**1,388**	48.29%
519.52-11	DURABLE GOODS	48	900	**-**	-100.00%
519.52-20	NEWSLETTER	7,300	7,404	**7,404**	0.00%
519.54-10	BKS, PUB, SUB, MEM, LIB	542	645	**645**	0.00%
* OPERATING EXPENDITURES		18,801	32,420	**21,103**	-34.91%
TOTAL PUBLIC COMMUNICATIONS		**99,726**	**122,393**	**117,125**	**-4.30%**

FUND 001
DEPT 18
DIVISION 01

CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

PUBLIC COMMUNICATIONS JUSTIFICATION

ACCOUNT	DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2014-2015
519.12-10	REGULAR SALARIES	SALARIES FOR REGULAR EMPLOYEES	63,345	63,345
519.21-10	FICA / MED TAXES	SOCIAL SECURITY AND MEDICARE TAX BENEFIT	4,366	4,366
519.22-20	FL STATE RETIREMENT	FRS RETIREMENT CONTRIBUTIONS FOR REGULAR EMPLOYEES	13,702	13,702
519.23-10	HEALTH INSURANCE	HEALTH INSURANCE PREMIUMS FOR EMPLOYEES	5,317	5,317
519.23-15	DENTAL INSURANCE	DENTAL INSURANCE PREMIUMS FOR EMPLOYEES	303	303
519.23-20	LIFE INSURANCE	LIFE INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	259	259
519.23-21	SHORT-TERM DISABILITY	SHORT-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	248	248
519.23-30	DEPENDENT HEALTH INSURANCE	SUBSIDIZED HEALTH INSURANCE PREMIUMS FOR EMPLOYEES' DEPENDENTS	7,941	7,941
519.23-35	DEPENDENT DENTAL INSURANCE	SUBSIDIZED DENTAL INSURANCE PREMIUMS FOR EMPLOYEES' DEPENDENTS	244	244
519.23-40	LONG TERM DISABILITY	LONG-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	164	164
519.24-10	WORKERS' COMPENSATION	WORKERS' COMPENSATION INSURANCE	133	133
519.34-10	CONTRACTUAL SERVICES	CIVICPLUS ANNUAL MAINTENANCE FEE - FIXED CONTRACT	4,500	5,150
		SOFTWARE ANNUAL LICENSING FEE - ADOBE SUITE	650	
519.40-10	TRAVEL & PER DIEM	3CMA PROFESSIONAL CONFERENCE- TRAINING & EDUCATION	2,218	2,518
		LAW ENFORCEMENT PIO TRAINING (FLEPIOA)	300	
519.41-10	TELEPHONE	NEXTEL	802	802
519.41-30	POSTAGE	ROUTINE POSTAGE	100	100
519.45-10	LIABILITY	GENERAL LIABILITY INSURANCE	2,396	2,396
519.46-15	REPAIR & MAINT-EQUIP	ROUTINE REPAIR, REPLACEMENT PARTS	50	50
519.47-10	PRINTING & BINDING	MISC. PRINTING	100	100
519.49-10	ADVERTISING	MISC BRANDED ITEMS FOR PROMOTION; SHIRTS ,PINS, PENS	250	250
519.51-10	OFFICE SUPPLIES	OFFICE SUPPLIES	300	300
519.52-10	OPERATING SUPPLIES	TONER CARTRIDGES	688	1,388
		GRAPHICS	200	
		MISC SUPPLIES	500	
519.52-11	DURABLE GOODS	NO AMOUNT BUDGETED	-	-
519.52-20	NEWSLETTER	PRINTING & DISTRIBUTION; SIX ISSUES	7,404	7,404
519.54-10	BKS, PUB, SUBS & MEM	3CMA PROFESSIONAL MEMBERSHIP	390	645
		FGCA PROFESSIONAL MEMBERSHIP	75	
		FLEPIOA PROFESSIONAL MEMBERSHIP	60	
		CHAMBER MEETINGS 10 @ $12	120	

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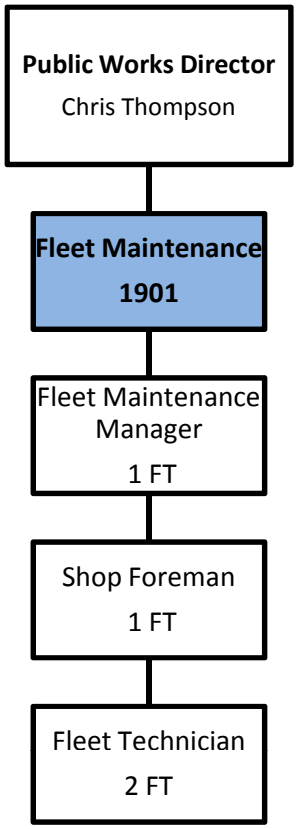
Fleet Maintenance

Division 19*



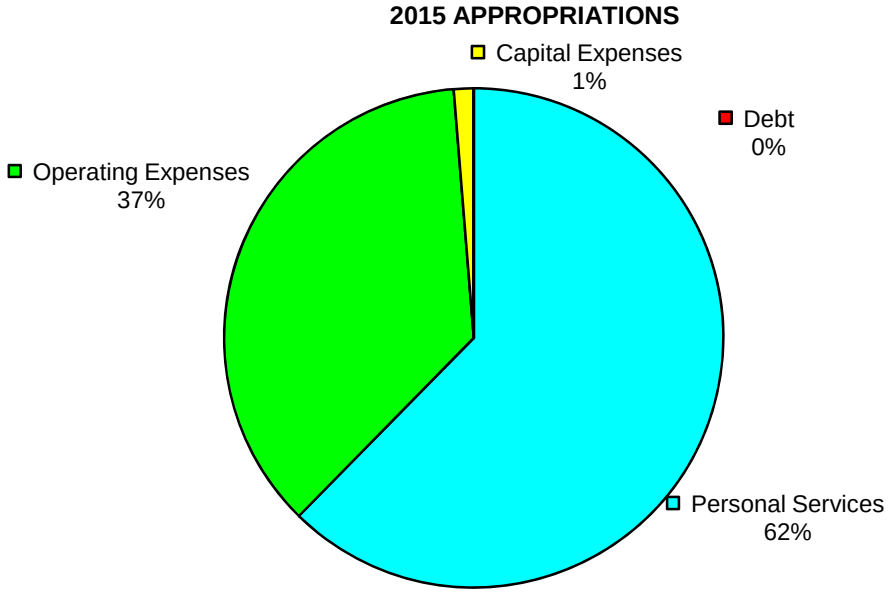
*Fleet Maintenance is a Division of the Public Works Department.

Position Summary

Authorized Positions	Pos. #	2012-2013	2013-2014	2014-2015
Full Time:				
Fleet Maint. Technician	20007	2	2	2
Fleet Maint. Manager	20005	1	1	1
Shop Foreman	20006	1	1	1
No. of Full Time		4	4	4
Total No. of Positions:		**4**	**4**	**4**
Total FTEs:		**4**	**4**	**4**

Budget Summary

Department Summary	Audited Actuals 2012-2013	Revised Budget 2013-2014	Adopted Budget 2014-2015	% Change Over FY 13-14
Fleet Maintenance-1901				
Personal Services	299,953	316,527	**337,589**	6.65%
Operating Expenses	132,748	137,154	**196,857**	43.53%
Capital Expenses	1,579	14,000	**6,975**	-50.18%
Debt	-	-	**-**	0.00%
Grand Total Fleet Maint.	**$ 434,280**	**$ 467,681**	**$ 541,421**	**15.77%**
Percentage of Fund Budget	*2.82%*	*3.42%*	*3.92%*	



FLEET MAINTENANCE - 1901 PROGRAM HIGHLIGHTS

DIVISION MISSION

The mission of the Fleet Maintenance Division is to provide the best maintenance practices for all City vehicles and equipment in a cost effective and timely manner, keeping the safety of our employees and residents a top priority.

DIVISION DESCRIPTION (Services, Functions, and Activities)

The Fleet Maintenance division consists of a Fleet Manager and three Certified Mechanics. This division is responsible for the routine maintenance and repairs of all City vehicles and equipment, including heavy machinery, for the departments of: Police, Fire, General Services, Solid Waste, Parks & Grounds, Wastewater, Stormwater, Water, Fleet Maintenance, Economic Development, Library and Administration. The goal of this division is to provide safe transportation through a maintenance and replacement program that will reduce downtime and minimize costly repairs.

SERVICE INDICATORS

	Indicator Description	Actual 2012	Actual 2013	Est. 2014	Projected 2015
1.	Number of Vehicles in Fleet	135	138	152	164
2.	Number of Work Orders Performed	1,083	1,300	1,375	1,696
3.	Number of Marine Vessels	7	7	5	5

Note: over 350 pieces of equipment, including vehicles, to be maintained.

2015 Goals

Organizational Developments
Provide necessary training to Fleet Division staff to safely and efficiently complete all required maintenance and repairs.

Growth and Development
Establish industry techniques and methods to meet the demands of a growing fleet while reducing downtime and limiting the outsourcing of work.

City Lifestyle
Through scheduled service, provide a we provide a well-maintained fleet meeting the needs of the City staff in an attractive and efficient manner.

Citizen and Customer Service Focus
Maintain the highest level of service to all customers, internally and externally, in a prompt and courteous manner.

Innovation and Technology
Utilize the most current tools, diagnostic repair methods and techniques to properly maintain the City's fleet of vehicles and equipment.

Organizational Performance
Identify, track and evaluate the work performed within the division to determine patterns and develop procedures to operate in the most efficient and cost-effective manner.

2015 Objectives

1. Expand computer system to update new Fleet Maintenance Program.
2. Update diagnostic equipment for computers in vehicles.
3. Continue to provide educational training for employees.
4. Continue to provide the necessary tools and equipment.

FLEET MAINTENANCE - 1901 (Cont'd) PROGRAM HIGHLIGHTS

2015 Objectives (Continued)

5. Maintain a fleet of vehicles through a scheduled lifecycle rotation.
6. Work toward developing a plan for a new Fleet Maintenance Facility.

2014 Accomplishments

Customer Focus, Innovation & Technology, and Organizational Performance

1. Maintained an aging fleet with limited funding and manpower.
2. Provided continuing education for Fleet technicians.
3. Provided monthly safety training for employees.
4. Continued the selling of used oil and scrap metal.
5. Upgraded diagnostic scanner for passenger vehicles and heavy trucks.
6. Replaced aging tire machine with a new state of the art tire changing machine with a build in wheel lift.
7. Received training on the fire apparatus for Emergency Vehicle Technician (EVT) status.
8. Maintained all marine vessels.

FUND	001	CITY OF TAVARES
DEPT	19	ADOPTED BUDGET
DIVISION	01	FISCAL YEAR 2014-2015

FLEET MAINTENANCE EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2012-2013	REVISED BUDGET 2013-2014	ADOPTED BUDGET 2014-2015	% CHANGE OVER FY 13-14
SALARIES AND BENEFITS					
549.12-10	REGULAR SALARIES	221,041	227,524	**234,424**	3.03%
549.14-10	OVERTIME	-	769	**3,940**	412.35%
549.21-10	FICA / MED TAXES	15,149	15,175	**16,363**	7.83%
549.22-20	FL STATE RETIREMENT	13,331	18,614	**20,998**	12.81%
549.23-10	HEALTH INSURANCE	26,801	22,192	**25,187**	13.50%
549.23-15	DENTAL INSURANCE	1,119	1,224	**1,362**	11.27%
549.23-20	LIFE INSURANCE	1,239	1,271	**945**	-25.65%
549.23-21	SHORT-TERM DISABILITY	905	881	**904**	2.61%
549.23-30	DEPENDENT HEALTH INSURANCE	13,937	21,641	**26,309**	21.57%
549.23-35	DEPENDENT DENTAL INSURANCE	1,449	1,753	**1,771**	1.03%
549.23-40	LONG TERM DISABILITY	568	764	**600**	-21.47%
549.24-10	WORKERS' COMPENSATION	4,414	4,719	**4,786**	1.42%
* SALARIES AND BENEFITS		299,953	316,527	**337,589**	6.65%
OPERATING EXPENDITURES					
549.40-10	TRAVEL & PER DIEM	762	2,500	**4,500**	80.00%
549.41-10	TELEPHONE	1,914	2,061	**1,965**	-4.66%
549.41-30	POSTAGE	75	350	**350**	0.00%
549.45-10	LIABILITY	7,440	8,195	**9,531**	16.30%
549.46-15	REPAIR & MAINT. - EQUIPMENT	3,103	5,700	**8,700**	52.63%
549.46-30	REPAIR & MAINT. - VEHICLE	45,860	62,500	**108,100**	72.96%
549.46-35	REPAIR & MAINT. - MOWER	10,766	13,000	**15,500**	19.23%
549.46-38	REPAIR & MAINT. - FIRE VEHICLES	35,660	-	**-**	0.00%
549.47-10	PRINTING & BINDING	-	-	**150**	100.00%
549.51-10	OFFICE SUPPLIES	131	300	**300**	0.00%
549.52-10	OPERATING SUPPLIES	15,661	24,524	**30,625**	24.88%
549.52-11	DURABLE GOODS	-	984	**3,440**	249.59%
549.52-15	FUEL COSTS	9,568	14,414	**10,276**	-28.71%
549.52-25	UNIFORMS	1,623	2,156	**2,820**	30.80%
549.54-10	BKS, PUB, SUB, MEM, LIB	185	470	**600**	27.66%
* OPERATING EXPENDITURES		132,748	137,154	**196,857**	43.53%
CAPITAL EXPENDITURES					
549.64-10	EQUIP - REPLACEMENT	1,579	9,000	**3,635**	-59.61%
549.64-11	EQUIP - VEHICLE REPLACEMENT	-	-	**-**	0.00%
549.64-14	EQUIP - NEW COMPUTERS	-	-	**1,100**	100.00%
549.64-15	EQUIP - NEW	-	5,000	**2,240**	-55.20%
549.64-17	EQUIP - NEW VEHICLES	-	-	**-**	0.00%
* CAPITAL EXPENDITURES		1,579	14,000	**6,975**	-50.18%
TOTAL FLEET MAINTENANCE		**434,280**	**467,681**	**541,421**	**15.77%**

CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

FLEET MAINTENANCE EXPENDITURE JUSTIFICATION

ACCOUNT	DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2014-2015
549.12-10	REGULAR SALARIES	SALARIES FOR REGULAR EMPLOYEES	234,424	234,424
549.14-10	OVERTIME	WAGES FOR HOURS WORKED IN EXCESS OF REGULAR TIME	3,940	3,940
549.21-10	FICA / MED TAXES	SOCIAL SECURITY AND MEDICARE TAX BENEFIT	16,363	16,363
549.22-20	FL STATE RETIREMENT	FRS RETIREMENT CONTRIBUTIONS FOR REGULAR EMPLOYEES	20,998	20,998
549.23-10	HEALTH INSURANCE	HEALTH INSURANCE PREMIUMS FOR EMPLOYEES	25,187	25,187
549.23-15	DENTAL INSURANCE	DENTAL INSURANCE PREMIUMS FOR EMPLOYEES	1,362	1,362
549.23-20	LIFE INSURANCE	LIFE INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	945	945
549.23-21	SHORT-TERM DISABILITY	SHORT-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	904	904
549.23-30	DEPENDENT HEALTH INSURANCE	SUBSIDIZED HEALTH INSURANCE PREMIUMS FOR		26,309
		EMPLOYEES' DEPENDENTS	26,309	
549.23-35	DEPENDENT DENTAL INSURANCE	SUBSIDIZED DENTAL INSURANCE PREMIUMS FOR		1,771
		EMPLOYEES' DEPENDENTS	1,771	
549.23-40	LONG TERM DISABILITY	LONG-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	600	600
549.24-10	WORKERS' COMPENSATION	WORKERS' COMPENSATION INSURANCE	4,786	4,786
549.34-10	CONTRACTUAL SERVICES	NO AMOUNT BUDGETED	-	-
549.40-10	TRAVEL & PER DIEM	TRAINING SEMINARS, WORKSHOPS AND CONFERENCES FOR		4,500
		FLEET MAINT. EMPLOYEES: INCLUDES SHERIFF'S BID		
		CONFERENCE, MANAGEMENT TRAINING, TRAINING ON		
		VEHICLE DIAGNOSTICS FOR FORD AND CHEVROLET,		
		TECH 4 SUSPENSION TRAINING AND PERSONAL /		
		PROFESSIONAL DEVELOPMENT TRAINING FOR EMPLOYEES	3,300	
		ADDITIONAL SPECIALIZED FIRE APPARATUS TRAINING		
		FOR TWO TECHNICIANS @ $600.00 EACH	1,200	
549.41-10	TELEPHONE	NEXTEL	1,681	1,965
		FAX	284	
549.41-30	POSTAGE	CORRESPONDENCE TO VENDORS, RETURN PARTS AS NEEDED	350	350
549.45-10	LIABILITY	GENERAL LIABILITY INSURANCE	9,531	9,531
549.46-15	EQUIPMENT	REPAIR SHOP EQUIPMENT, JACKS & TOOLS ETC.	3,500	8,700
		ANNUAL LIFT INSPECTION/CERTIFICATIONS	1,700	
		PAINT 4-POST LIFT. SANDBLAST, PRIME W/ RUST		
		RETARDANT AND PAINT TO MAINTAIN AND PROTECT LIFT	3,500	
549.46-30	VEHICLE	REPAIR TO (GENERAL FUND) CITY VEHICLES AS NEEDED		108,100
		INCLUDES ANNUAL BUCKET TRUCK INSPECTIONS	50,000	
		SIX REPLACEMENT ENGINES FOR PD UNIT #'S 541,		
		542, 550,553,555 & 562 @ $3,500.00 EACH	21,000	
		ENGINE INSTALLATIONS- OUTSOURCED AT $1,200 EACH	7,200	
		REBUILD FOUR DRIVE DIFFERENTIALS ON PD UNITS		
		539, 541, 550 AND 552 AT $1,100 EACH	4,400	
		TIRES FOR POLICE VEHICLES	12,000	
		TIRES FOR ALL OTHER GENERAL FUND VEHICLES	10,000	
		VEHICLE EMERGENCY/SAFETY LIGHTING	3,500	
549.46-35	MOWER	REPAIR & MAINTENANCE OF ALL CITY MOWERS,TRACTORS		15,500
		TRAILERS, CHAINSAWS & HAND-HELD POWER EQUIPMENT	13,000	
		TIRES FOR MOWERS, TRACTORS AND TRAILERS	2,500	
549.46-38	FIRE VEHICLES	REPAIR & MAINTENANCE OF FIRE VEHICLES	-	-

FUND 001
DEPT 19
DIVISION 01

CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

FLEET MAINTENANCE EXPENDITURE JUSTIFICATION

ACCOUNT	DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2014-2015
549.47-10	PRINTING & BINDING	PRINTING BUSINESS CARDS AND MISC. FORMS AS NEEDED	150	150
549.51-10	OFFICE SUPPLIES	GENERAL OFFICE SUPPLIES	300	300
549.52-10	OPERATING SUPPLIES	OIL, HARDWARE, SMALL TOOLS,CELL PHONE REPLACEMENT		30,625
		COPY PAPER, HAND SOAP, FENDER COVERS, SHOP		
		TOWELS, PRINTER INK CARTRIDGES, ETC., AS NEEDED	15,000	
		UNIFORM SERVICE CHG FOR FENDER COVERS, SHOPTOWELS	2,100	
		ALL DATA & AUTEL SOFTWARE UPDATES QUARTERLY	3,725	
		SOFTWARE FOR LAPTOP FOR DIAGNOSTICS FOR SCANNER	2,000	
		15/40 ROTELLA OIL (BULK TANK)-ALL CITY VEHICLES	3,500	
		HYDRAULIC OIL (3 DRUMS)-ALL CITY VEHICLES	1,800	
		PARTS WASHER-PERIODIC MAINTENANCE	2,500	
549.52-11	DURABLE GOODS	REPLACE SMALL TOOLS AND EQUIPMENT AS NEEDED	1,500	3,440
		TWO PINION JACK STANDS 10 1/2" TO 17" HEIGHT		
		$187.50 EACH	375	
		ROLLER FOR TIRE CHANGER	125	
		REPLACEMENT BATTERY BOOSTER PACS 2 @ $560 EACH	1,120	
		TWO REPLACEMENT MONITORS	320	
549.52-15	FUEL COSTS	FUEL COSTS	10,276	10,276
549.52-25	UNIFORMS	UNIFORM RENTAL FOR FLEET MAINTENANCE EMPLOYEES	1,400	2,820
		ONE PAIR WORK BOOTS@ $150/EACH MGR&EMPLOYEES	750	
		ONE CITY SHIRT W/NAME FOR EACH EMPLOYEE (4@$40/EA)	160	
		CITY SHIRTS WITH NAME FOR MANAGER (5 @ $40/EA)	200	
		CITY SWEATSHIRTS-ONE EA @ $35/EA MGR & EMPLOYEES	175	
		CAPS W/CITY LOGO FOR EMPLOYEES (15 @ $9.00 EA)	135	
549.54-10	BKS, PUB, SUB, MEM, LIB	SPECIALIZED MANUALS FOR EQUIPMENT THAT IS NOT ON		600
		THE ALL-DATA & AUTEL COMPUTER SYSTEMS		
		MEMBERSHIPS INCLUDING FLAGFA (FLORIDA ASSOC.		
		OF GOVERNMENT FLEET ADMINISTRATORS) AND		
		OTHER FLEET RELATED ASSOCIATIONS	600	
549.59-90	CONTINGENCY	NO AMOUNT BUDGETED	-	-
549.64-10	EQUIP - REPLACEMENT	TOOL BOX REPLACEMENT	2,500	3,635
		35 TON GAITHER AIR SERVICE JACK (TO LIFT LARGE TRUCKS)	1,135	
549.64-11	EQUIP-VEHICLE REPLACEMENT	NO AMOUNT BUDGETED	-	-
549.64-14	EQUIP - NEW COMPUTERS	ADDITIONAL COMPUTER FOR FLEET OFFICE	1,100	1,100
549.64-15	EQUIP - NEW	HI-VOLUME MULTIPLE TIRE INFLATING SYSTEM AND		2,240
		NECESSARY ATTACHMENTS	2,240	
549.64-23	SOFTWARE	NO AMOUNT BUDGETED	-	-

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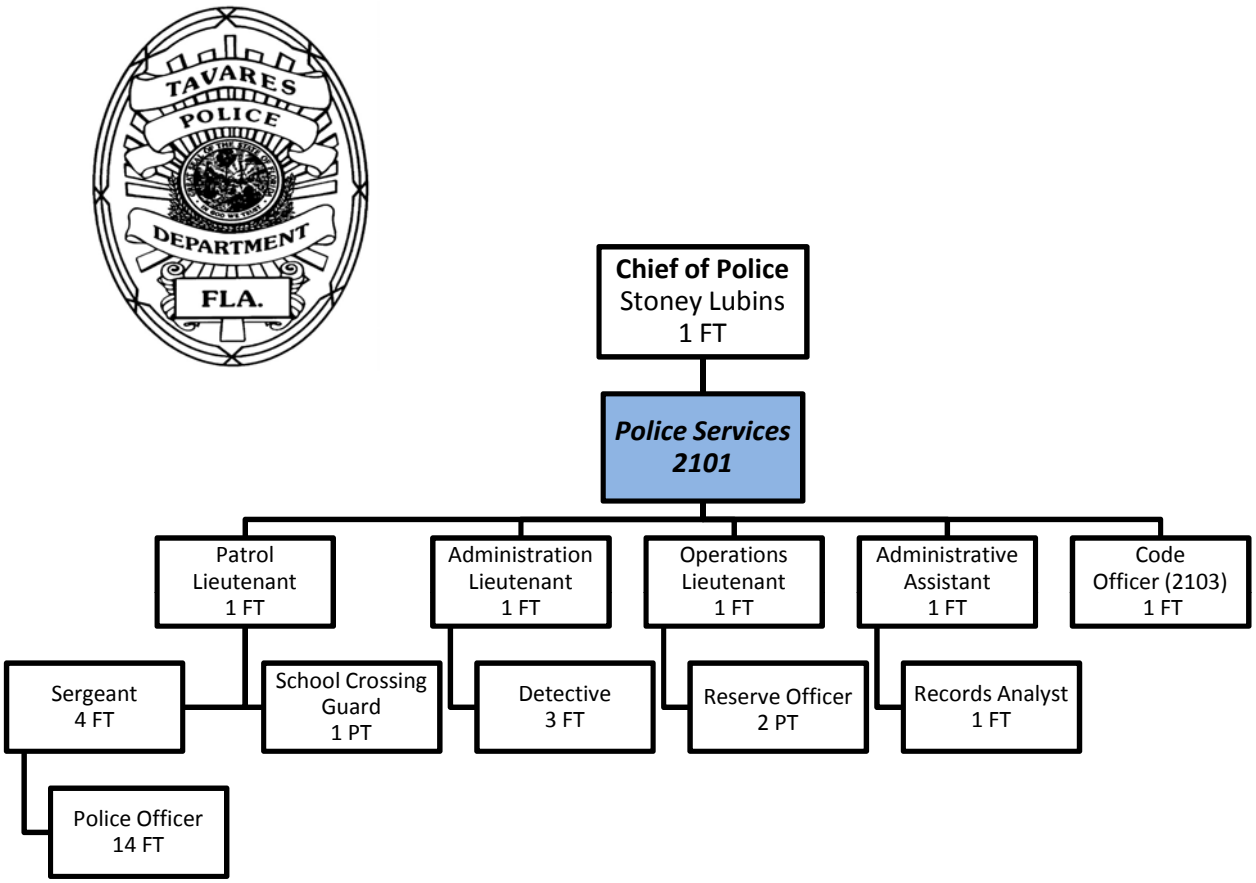
Police Department

Department 21



Position Summary

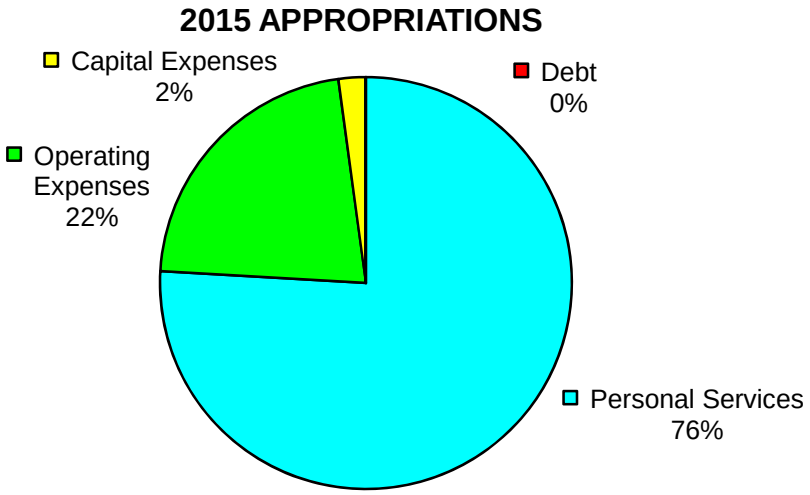
Authorized Positions	Pos. #	2012-2013	2013-2014	2014-2015
Full Time:				
Administrative Lieutenant[1]	10004	0	0	0
Captain	10013	2	1	0
Chief	10001	1	1	1
Code Enf. Officer/Civilian[2]	3005	1	1	1
Communications Officer I	21008	4	0	0
Communications Officer II	21009	4	0	0
Communications Officer Lead	21010	1	0	0
Sergeant[5]	21012	4	4	4
Corporal	10008	8	9	9
Investigator	10005	3	3	3
Lieutenant	10002	4	0	0
Lieutenant of Operations	21015	N/A	1	1
Lieutenant of Administration	21016	N/A	1	1
Lieutenant of Road Patrol	21017	N/A	1	1
Administrative Assistant	10003	1	1	1
Police Officer	10007	4	4	4
Records Analyst	21013	1	1	1
Sergeant/Investigator	10014	1	1	1
No. of Full Time		39	29	28
Part Time:				
School Crossing Guard	10012	1	1	1
Reserve Officers	21014	0	0	2
No. of Part Time:		1	1	3
Seasonal:				
Reserve Officers	21014	8	8	7
No. of Seasonal:		8	8	7
Total No. of Positions:		**48**	**38**	**38**
Total FTEs:		**39.5**	**29.5**	**29.5**
Total No. of Sworn Officers:		***27***	***23***	***25***
Total No. of Sworn Officers P/T:		***0***	***0***	***2***

Notes:

1. Admin Lt allocated 100% to Division 2101.
2. Code Enforcement allocated 100%-2103.

Budget Summary

Department Summary	Audited Actuals 2012-2013	Revised Budget 2013-2014	Adopted Budget 2014-2015	% Change Over FY 13-14
Police Services-2101				
Personal Services	2,250,939	2,260,779	**2,237,725**	-1.02%
Operating Expenses	399,407	617,208	**642,959**	4.17%
Capital Expenses	-	455,529	**63,950**	-85.96%
Debt	-	54,641	**-**	-100.00%
Total Police Services	2,650,346	3,388,157	**2,944,634**	-13.09%
Communications-2102				
Personal Services	312,632	-	**-**	0.00%
Operating Expenses	77,874	-	**-**	0.00%
Capital Expenses	9,077	-	**-**	0.00%
Debt	-	-	**-**	0.00%
Total Comm. Services	399,583	-	**-**	0.00%
Code Enforcement-2103				
Personal Services	51,737	56,662	**59,033**	4.18%
Operating Expenses	16,211	21,549	**20,438**	-5.16%
Capital Expenses	-	-	**1,200**	100.00%
Debt				0.00%
Total Code Enforcement	67,948	78,211	**80,671**	3.15%
Grand Total Police	**$ 3,117,877**	**$ 3,466,368**	**$ 3,025,305**	**-12.72%**
Category Summary				
Personal Services	2,615,308	2,317,441	**2,296,758**	-0.89%
Operating Expenses	493,492	638,757	**663,397**	3.86%
Capital Expenses	9,077	455,529	**65,150**	-85.70%
Debt	-	54,641	**-**	-100.00%
Grand Total Police	**$ 3,117,877**	**$ 3,466,368**	**$ 3,025,305**	**-12.72%**
Percentage of Fund Budget	*20.26%*	*25.33%*	*21.90%*	



POLICE - 2101, 2102, 2103 PROGRAM HIGHLIGHTS

DEPARTMENT MISSION

The mission of the Tavares Police Department is to work in partnership with the community to protect life and property, deter crime, solve neighborhood problems, and enhance the quality of life in our City. The department provides Police and Code Enforcement services.

DEPARTMENT DESCRIPTION *(Services, Functions, and Activities)*

The Tavares Police Department (TPD) is comprised of 26 sworn officers plus one civilian Code Enforcement Officer, one Administrative Assistant, one Records Analyst and one School Crossing Guard. The Police Department is a full service law enforcement agency. The TPD serves a resident population of approximately 15,000 people with a large transient work force population during the day. The department is comprised of a Uniform Road Patrol, a Criminal Investigations Unit, Professional Standards, Code Enforcement, Traffic Homicide Investigations, Street Crimes Unit (SCU), Marine Patrol and Police Reserves.

SERVICE INDICATORS

	Indicator Description	Actual 2012	Actual 2013	Estimate 2014	Projected 2015
1.	Calls for Police Service	22,450	19,292	22,500	23,000
2.	Major Crimes (UCR Part I)	336	335	350	375
3.	Number of Code Enforcement Cases	416	408	510	530

2015 Goals

Organizational Development

To attract and retain a competent, cohesive and diverse work force through training, motivation, benefits and proper representation. This work force will provide effective and efficient services for all of the community.

Growth and Development

To create an environment with minimized crime impact, enhance the citizens confidence and the perception of crime and through law enforcement ensure the quality of life.

City Lifestyle

To foster a progressive quality of life that promotes safety, business creation, community events, recreational and sporting activities for citizens while maintaining City traditions and values.

Citizen and Customer Service Focus

To provide responsive and prompt customer service for the preservation of safety to our residents.

Innovation and Technology

To utilize technology as a driver to foster innovation in the delivery of high quality governmental services in an efficient and economical manner, and to provide an efficient means and method of insuring timely and relevant information to aid our mission

Organizational Performance

To ensure that organizational design is consistent with efficient delivery of service

2015 Objectives

1. Operate and maintain an efficient Police Department and Code Enforcement Division.
2. Maintain the ability to handle two moderate incidents simultaneously
3. Community outreach
4. Department Accreditation
5. Expand training for all staff members
6. Train more Instructors

POLICE - 2101, 2102, 2103 (continued) PROGRAM HIGHLIGHTS

2015 Objectives (Continued)

7. Finish planning and begin construction on the Public Safety Complex
8. Electronic Evaluation System
9. Implement Intelligence Led Policing Initiative
10. Coordinate and monitor Sherriff Communications Center coverage of Tavares

2014 Accomplishments

Customer Focus, Innovation & Technology, and Organizational Performance

1. Special Detail Unit to handle special events throughout the City of Tavares
2. Increased department wide training
3. Reduced expenditures by contracting to Sheriff's Office for Dispatch services
4. Reduced Administrative staff through attrition and consolidated duties to reduce expenses
5. Continued Reserve Program to increase staffing and maintain overtime expenditures at current levels
6. Individual Assigned Vehicles
7. Increased Road Patrol Staffing
8. Automated Motor Vehicle Crash Reporting

FUND	001
DEPT	21
DIVISION	01

CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

POLICE SERVICES EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2012-2013	REVISED BUDGET 2013-2014	ADOPTED BUDGET 2014-2015	% CHANGE OVER FY 13-14
SALARIES AND BENEFITS					
521.12-10	REGULAR SALARIES	1,425,443	1,422,016	**1,371,676**	-3.54%
521.13-10	OTHER SALARIES	(1,185)	-	**-**	0.00%
521.14-10	OVERTIME	123,346	102,501	**125,395**	22.34%
521.14-20	OVERTIME - OFF DUTY	855	-	**-**	0.00%
521.15-30	INCENTIVE	19,308	18,960	**17,520**	-7.59%
521.21-10	FICA / MED TAXES	100,191	97,314	**98,340**	1.05%
521.22-10	RETIREMENT	289,228	306,378	**279,744**	-8.69%
521.22-20	FL STATE RETIREMENT	2,348	3,224	**3,517**	9.09%
521.23-10	HEALTH INSURANCE	154,897	127,474	**137,131**	7.58%
521.23-15	DENTAL INSURANCE	6,727	7,386	**8,171**	10.63%
521.23-20	LIFE INSURANCE	7,468	7,899	**5,449**	-31.02%
521.23-21	SHORT-TERM DISABILITY INS	5,431	5,430	**5,175**	-4.70%
521.23-30	DEPENDENT HEALTH	64,641	107,305	**134,513**	25.36%
521.23-35	DEPENDENT DENTAL INSURANCE	7,599	9,657	**9,282**	-3.88%
521.23-40	LONG TERM DISABILITY	3,429	4,751	**3,473**	-26.90%
521.24-10	WORKERS' COMPENSATION	41,213	40,484	**38,339**	-5.30%
*	SALARIES AND BENEFITS	2,250,939	2,260,779	**2,237,725**	-1.02%
OPERATING EXPENDITURES					
521.31-25	PSYCHOLOGICAL TEST & POLY	250	800	**800**	0.00%
521.34-10	CONTRACTUAL SERVICES	15,660	34,801	**38,196**	9.76%
521.34-20	CONTRACTUAL SVS-SO/EMS	128,693	315,122	**315,122**	0.00%
521.40-10	TRAVEL & PER DIEM	29,883	15,500	**17,976**	15.97%
521.41-10	TELEPHONE	6,432	10,203	**12,516**	22.67%
521.41-20	OTHER COMMUNICATION	13,122	14,544	**12,500**	-14.05%
521.41-30	POSTAGE	830	850	**850**	0.00%
521.44-10	RENTALS & LEASES	-	3,258	**3,258**	0.00%
521.45-10	LIABILITY	46,880	54,341	**62,760**	15.49%
521.46-15	REPAIR & MAINT. - EQUIPMENT	4,448	1,000	**1,500**	50.00%
521.46-17	INSURANCE RECOVERY	1,105	-	**-**	0.00%
521.47-10	PRINTING & BINDING	214	400	**500**	25.00%
521.51-10	OFFICE SUPPLIES	866	1,000	**1,000**	0.00%
521.52-10	OPERATING SUPPLIES	22,254	24,900	**21,000**	-15.66%
521.52-11	DURABLE GOODS	-	-	**17,784**	100.00%
521.52-15	FUEL COSTS	93,822	101,109	**104,397**	3.25%
521.52-25	UNIFORMS	17,189	18,628	**18,000**	-3.37%
521.52-35	FIRE ARM SUPPLIES	16,760	18,352	**12,000**	-34.61%
521.52-40	INVESTIGATION FUNDS	500	1,200	**1,000**	-16.67%
521.54-10	BKS, PUB, SUB, MEM, LIB	499	1,200	**1,800**	50.00%
521.59-50	UNIFORM DRY CLEANING	-	-	**-**	0.00%
*	OPERATING EXPENDITURES	399,407	617,208	**642,959**	4.17%

FUND	**001**	**CITY OF TAVARES**
DEPT	**21**	**ADOPTED BUDGET**
DIVISION	**01**	**FISCAL YEAR 2014-2015**

POLICE SERVICES EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2012-2013	REVISED BUDGET 2013-2014	ADOPTED BUDGET 2014-2015	% CHANGE OVER FY 13-14
CAPITAL EXPENDITURES					
521.64-10	EQUIP - REPLACEMENT	-	-	**30,350**	100.00%
521.64-11	EQUIP - VEHICLE REPLACEMENT	-	445,335	**-**	-100.00%
521.64-13	EQUIP - COMP REPLACEMENT	-	-	**33,600**	100.00%
521.64-14	EQUIP - NEW COMPUTERS	-	9,000	**-**	-100.00%
521.64-15	EQUIP - NEW	-	-	**-**	0.00%
521.64-16	POLICE DEPT FIREARMS	-	1,194	**-**	-100.00%
521.64-17	EQUIP - NEW VEHICLES	-	-	**-**	0.00%
521.64-23	SOFTWARE	-	-	**-**	0.00%
* CAPITAL EXPENDITURES		-	455,529	**63,950**	-85.96%
DEBT SERVICE					
521.71-15	LEAGUE LEASE 2002 & 2006	-	30,070	**-**	0.00%
521.72-15	LEAGUE LEASE 2002 & 2006	-	4,400	**-**	0.00%
521.73-10	DEBT SERVICE COSTS	-	20,171	**-**	0.00%
* DEBT SERVICE		-	54,641	**-**	0.00%
TOTAL POLICE SERVICES		**2,650,346**	**3,388,157**	**2,944,634**	**-13.09%**

CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

POLICE SERVICES EXPENDITURE JUSTIFICATION

ACCOUNT	DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2014-2015
521.12-10	REGULAR SALARIES	SALARIES FOR REGULAR EMPLOYEES	1,371,676	1,371,676
521.13-10	OTHER SALARIES & WAGES	NO AMOUNT BUDGETED	-	-
521.14-10	OVERTIME	WAGES FOR HOURS WORKED IN EXCESS OF REGULAR TIME	125,395	125,395
521.14-20	OVERTIME - OFF DUTY	NO AMOUNT BUDGETED	-	-
521.15-30	INCENTIVE	ADDITIONAL MONTHLY PAY FOR OFFICERS WHO COMPLETE TRAINING AND/OR EARN A DEGREE	17,520	17,520
521.21-10	FICA / MED TAXES	SOCIAL SECURITY AND MEDICARE TAX BENEFIT	98,340	98,340
521.22-10	RETIREMENT	RETIREMENT CONTRIBUTIONS FOR REGULAR EMPLOYEES	279,744	279,744
521.22-20	FL STATE RETIREMENT	FRS RETIREMENT CONTRIBUTIONS FOR REGULAR EMPLOYEES	3,517	3,517
521.23-10	HEALTH INSURANCE	HEALTH INSURANCE PREMIUMS FOR EMPLOYEES	137,131	137,131
521.23-15	DENTAL INSURANCE	DENTAL INSURANCE PREMIUMS FOR EMPLOYEES	8,171	8,171
521.23-20	LIFE INSURANCE	LIFE INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	5,449	5,449
521.23-21	SHORT-TERM DISABILITY	SHORT-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	5,175	5,175
521.23-30	DEPENDENT HEALTH INSURANCE	SUBSIDIZED HEALTH INSURANCE PREMIUMS FOR EMPLOYEES' DEPENDENTS	134,513	134,513
521.23-35	DEPENDENT DENTAL INSURANCE	SUBSIDIZED DENTAL INSURANCE PREMIUMS FOR EMPLOYEES' DEPENDENTS	9,282	9,282
521.23-40	LONG TERM DISABILITY	LONG-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	3,473	3,473
521.24-10	WORKERS' COMPENSATION	WORKERS' COMPENSATION INSURANCE	38,339	38,339
521.31-25	PSYCHOLOGICAL TEST & POLY	PSYCHOLOGICAL TESTING FOR NEW HIRES	800	800
521.34-10	CONTRACTUAL SERVICES	SPILLMAN TECHNOLOGIES	17,000	38,196
		POWER DMS	1,600	
		POWER STANDARDS	300	
		LAW ENFORCEMENT DATA SHARING	2,500	
		PUBLIC ENGINES (CRIME REPORTS)	1,260	
		LAKE COUNTY RADIO MAINTENANCE	7,536	
		COPY MACHINE - ADMINISTRATION	1,800	
		COPY MACHINE - ROAD PATROL	1,800	
		POWER ONE	1,700	
		BLACK BOARD CONNECT MASS NOTIFICATION	2,700	
521.34-20	CONTRACTUAL SERV - SO/EMS	LAKE COUNTY SHERIFF OFC DISPATCH SERVICES CONTRACT	291,382	315,122
		LAKE COUNTY SHERIFF OFC RADIO CONSOLE	23,740	
521.40-10	TRAVEL & PER DIEM	SOUTHERN POLICE INSTITUTE CODC (2 SERGEANTS)	9,000	17,976
		OFFICER TRAINING	8,976	
521.41-10	TELEPHONE	NEXTEL	11,370	12,516
		FAX LINE	1,146	
521.41-20	OTHER COMMUNICATION	VERIZON MI FI DEVICES	12,500	12,500
521.41-30	POSTAGE	POSTAGE	850	850
521.44-10	RENTALS & LEASES	BOAT SLIP RENTAL FOR PD BOATS AT MARINA	3,258	3,258
521.45-10	LIABILITY	AD&D INSURANCE	2,700	62,760
		GENERAL LIABILITY INSURANCE	60,060	

CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

POLICE SERVICES EXPENDITURE JUSTIFICATION

ACCOUNT	DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2014-2015
521.46-10	BUILDING	NO AMOUNT BUDGETED	-	-
521.46-15	EQUIPMENT	REPAIRS TO LIDARS, RADARS, CAMERAS AND TASERS	1,500	1,500
521.46-17	INSURANCE RECOVERY	NO AMOUNT BUDGETED	-	-
521.47-10	PRINTING & BINDING	MISC. FORMS AND BUSINESS CARDS	500	500
521.51-10	OFFICE SUPPLIES	GENERAL OFFICE SUPPLIES	1,000	1,000
521.52-10	OPERATING SUPPLIES	GENERAL OPERATING SUPPLIES TO INCLUDE PRINTER CARTRIDGES, EXTRA COPIES, ETC.	17,800	21,000
		CONFIDENTIAL TAGS	260	
		RADARS & LIDARS (TWICE YEARLY)	2,500	
		SPEEDOMETERS (TWICE YEARLY)	440	
521.52-11	DURABLE GOODS	X26P TASERS AND HOLSTERS (REPLACES EXISTING DISCONTINUED TASERS) - 20 AT $988 EACH	17,784	17,784
521.52-15	FUEL COSTS	FUEL COSTS	104,397	104,397
521.52-25	UNIFORMS	UNIFORM REPLACEMENT AND ASSOCIATED GEAR	12,872	18,000
		UNIFORM ALLOWANCE FOR DETECTIVES	5,128	
521.52-35	FIRE ARM SUPPLIES	AMMUNITION (PRACTICE & DUTY)	8,500	12,000
		MISC. FIREARMS SUPPLIES	3,500	
521.52-40	INVESTIGATION FUNDS	MONEY FOR CONFIDENTIAL INFORMANTS, DRUG PURCHASES AND UNDERCOVER OPERATIONS	1,000	1,000
521.54-10	BKS, PUB, SUB, MEM, LIB	MEMBERSHIPS FOR REQUIRED AFFILIATIONS TO MAINTAIN CERTIFICATIONS (IACP, FPCA, WCPCA, FBINA/PAC, PEAF FLORIDA POLYGRAPH ASSOCIATION, NOTARY AND PERIODICALS)	1,800	1,800
521.64-10	EQUIP - REPLACEMENT	(6) IN-CAR VIDEO CAMERAS (REPLACES 8-10 YRD OLD VIDEO CAMERAS - PARTS NO LONGER MADE)	30,350	30,350
521.64-11	EQUIP-VEHICLE REPLACEMENT	NO AMOUNT BUDGETED	-	-
521.64-13	EQUIP - COMP REPLACEMENT	16 WINDOWS 7 DESKTOP COMPUTERS (REPLACES EXISTING XP COMPUTERS)	17,600	33,600
		4 WINDOWS 7 SEMI-RUGGEDIZED LAPTOP COMPUTERS (REPLACES EXISTING XP COMPUTERS)	6,400	
		8 WINDOWS 7 LAPTOP COMPUTERS (REPLACES EXISTING XP COMPUTERS)	9,600	
521.64-14	EQUIP - NEW COMPUTERS	NO AMOUNT BUDGETED	-	-
521.64-16	POLICE DEPT FIREARMS	NO AMOUNT BUDGETED	-	-
521.71-15	LEAGUE LEASE 2002 & 2006	NO AMOUNT BUDGETED	-	-
521.72-15	LEAGUE LEASE 2002 & 2006	NO AMOUNT BUDGETED	-	-
521.73-10	DEBT SERVICE COSTS	NO AMOUNT BUDGETED	-	-

FUND	001	CITY OF TAVARES
DEPT	21	ADOPTED BUDGET
DIVISION	02	FISCAL YEAR 2014-2015

COMMUNICATIONS CENTER/DISPATCH EXPENDITURES
****LAKE COUNTY SHERIFFS' OFFICE ABSORBED OPERATIONS IN APRIL 2013****

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2012-2013	REVISED BUDGET 2013-2014	ADOPTED BUDGET 2014-2015	% CHANGE OVER FY 13-14
SALARIES AND BENEFITS					
521.12-10	REGULAR SALARIES	209,034	-	-	0.00%
521.13-10	OTHER SALARIES & WAGES	-	-	-	0.00%
521.14-10	OVERTIME	29,840	-	-	0.00%
521.21-10	FICA / MED TAXES	17,221	-	-	0.00%
521.22-10	RETIREMENT	-	-	-	0.00%
521.22-20	FL STATE RETIREMENT	9,630	-	-	0.00%
521.23-10	HEALTH INSURANCE	22,909	-	-	0.00%
521.23-15	DENTAL INSURANCE	987	-	-	0.00%
521.23-20	LIFE INSURANCE	800	-	-	0.00%
521.23-21	SHORT-TERM DISABILITY	582	-	-	0.00%
521.23-30	DEPENDENT HEALTH INSURANCE	4,991	-	-	0.00%
521.23-35	DEPENDENT DENTAL INSURANCE	913	-	-	0.00%
521.23-40	LONG TERM DISABILITY	367	-	-	0.00%
521.24-10	WORKERS' COMPENSATION	6,030	-	-	0.00%
521.25-10	UNEMPLOYMENT COMPENSATION	9,328	-	-	0.00%
* SALARIES AND BENEFITS		312,632	-	-	0.00%
OPERATING EXPENDITURES					
521.31-25	PSYCHOLOGICAL TEST & POLY	550	-	-	0.00%
521.34-10	CONTRACTUAL SERVICES	64,801	-	-	0.00%
521.40-10	TRAVEL & PER DIEM	-	-	-	0.00%
521.41-10	TELEPHONE	1,273	-	-	0.00%
521.45-10	LIABILITY	9,195	-	-	0.00%
521.46-10	REPAIR & MAINT. - BUILDING	-	-	-	0.00%
521.46-15	REPAIR & MAINT. - EQUIPMENT	-	-	-	0.00%
521.51-10	OFFICE SUPPLIES	-	-	-	0.00%
521.52-10	OPERATING SUPPLIES	1,755	-	-	0.00%
521.52-11	DURABLE GOODS	-	-	-	0.00%
521.52-25	UNIFORMS	-	-	-	0.00%
521.52-50	TRAINING	-	-	-	0.00%
521.54-10	BKS, PUB, SUB, MEM, LIB	300	-	-	0.00%
* OPERATING EXPENDITURES		77,874	-	-	0.00%
CAPITAL EXPENDITURES					
521.62-20	BUILDINGS	-	-	-	0.00%
521.64-10	EQUIP - REPLACEMENT	-	-	-	0.00%
521.64-13	EQUIP - COMP REPLACEMENT	-	-	-	0.00%
521.64-14	EQUIP - NEW COMPUTERS	-	-	-	0.00%
521.64-15	EQUIP - NEW	-	-	-	0.00%
521.64-25	FUTURE PROJECTS	9,077	-	-	0.00%
* CAPITAL EXPENDITURES		9,077	-	-	0.00%
TOTAL COMM CENTER/DISPATCH		**399,583**	**-**	**-**	**0.00%**

FUND	**001**	**CITY OF TAVARES**
DEPT	**21**	**ADOPTED BUDGET**
DIVISION	**02**	**FISCAL YEAR 2014-2015**

COMMUNICATIONS CENTER/DISPATCH EXPENDITURE JUSTIFICATION
****LAKE COUNTY SHERIFFS' OFFICE ABSORBED OPERATIONS IN APRIL 2013****

ACCOUNT	DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2014-2015
521.12-10	REGULAR SALARIES	NO AMOUNT BUDGETED	-	-
521.14-10	OVERTIME	NO AMOUNT BUDGETED	-	-
521.21-10	FICA / MED TAXES	NO AMOUNT BUDGETED	-	-
521.22-20	FL STATE RETIREMENT	NO AMOUNT BUDGETED	-	-
521.23-10	HEALTH INSURANCE	NO AMOUNT BUDGETED	-	-
521.23-15	DENTAL INSURANCE	NO AMOUNT BUDGETED	-	-
521.23-20	LIFE INSURANCE	NO AMOUNT BUDGETED	-	-
521.23-21	SHORT-TERM DISABILITY	NO AMOUNT BUDGETED	-	-
521.23-30	DEPENDENT HEALTH INSURANC	NO AMOUNT BUDGETED	-	-
521.23-35	DEPENDENT DENTAL INSURANC	NO AMOUNT BUDGETED	-	-
521.23-40	LONG TERM DISABILITY	NO AMOUNT BUDGETED	-	-
521.24-10	WORKERS' COMPENSATION	NO AMOUNT BUDGETED	-	-
521.25-10	UNEMPLOYMENT COMPENSATION	NO AMOUNT BUDGETED	-	-
521.31-25	PSYCHOLOGICAL TEST & POLY	NO AMOUNT BUDGETED	-	-
521.34-10	CONTRACTUAL SERVICES	NO AMOUNT BUDGETED	-	-
521.41-10	TELEPHONE	NO AMOUNT BUDGETED	-	-
521.45-10	LIABILITY	NO AMOUNT BUDGETED	-	-
521.52-10	OPERATING SUPPLIES	NO AMOUNT BUDGETED	-	-
521.54-10	BKS, PUB, SUB, MEM, LIB	NO AMOUNT BUDGETED	-	-
521.64-25	FUTURE PROJECTS	NO AMOUNT BUDGETED	-	-

FUND	**001**	**CITY OF TAVARES**
DEPT	**21**	**ADOPTED BUDGET**
DIVISION	**03**	**FISCAL YEAR 2014-2015**

CODE ENFORCEMENT EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2012-2013	REVISED BUDGET 2013-2014	ADOPTED BUDGET 2014-2015	% CHANGE OVER FY 13-14
SALARIES AND BENEFITS					
521.12-10	REGULAR SALARIES	38,772	43,544	**44,850**	3.00%
521.14-10	OVERTIME	139	256	**300**	17.19%
521.21-10	FICA / MED TAXES	2,834	3,143	**3,292**	4.74%
521.22-10	RETIREMENT	2,335	2,375	**2,709**	14.06%
521.22-20	FL STATE RETIREMENT	-	299	**-**	-100.00%
521.23-10	HEALTH INSURANCE	6,121	5,249	**6,156**	17.28%
521.23-15	DENTAL INSURANCE	250	272	**303**	11.40%
521.23-20	LIFE INSURANCE	219	248	**184**	-25.81%
521.23-21	SHORT-TERM DISABILITY INS	161	171	**174**	1.75%
521.23-30	DEPENDENT HEALTH INSURANCE	-	-	**-**	0.00%
521.23-35	DEPENDENT DENTAL INSURANCE	-	-	**-**	0.00%
521.23-40	LONG TERM DISABILITY	101	148	**116**	-21.62%
521.24-10	WORKERS' COMPENSATION	805	957	**949**	-0.84%
* SALARIES AND BENEFITS		51,737	56,662	**59,033**	4.18%
OPERATING EXPENDITURES					
521.32-30	CODE ENF-SPECIAL MASTER	3,860	5,000	**5,000**	0.00%
521.34-10	CONTRACTUAL SERVICES	6,366	6,402	**7,169**	11.98%
521.40-10	TRAVEL & PER DIEM	424	1,000	**1,000**	0.00%
521.41-10	TELEPHONE	729	1,019	**802**	-21.30%
521.41-20	OTHER COMMUNICATION	-	-	**432**	100.00%
521.41-30	POSTAGE	1,332	1,000	**1,000**	0.00%
521.45-10	LIABILITY	1,284	1,415	**1,646**	16.33%
521.47-10	PRINTING & BINDING	-	-	**-**	0.00%
521.51-10	OFFICE SUPPLIES	-	-	**-**	0.00%
521.52-10	OPERATING SUPPLIES	614	1,000	**1,000**	0.00%
521.52-11	DURABLE GOODS	-	-	**-**	0.00%
521.52-15	FUEL COSTS	1,602	1,663	**2,014**	21.11%
521.52-25	UNIFORMS	-	150	**200**	33.33%
521.54-10	BKS, PUB, SUB, MEM, LIB	-	50	**175**	250.00%
521.59-35	ABATEMENT PROCEEDINGS	-	2,850	**-**	-100.00%
* OPERATING EXPENDITURES		16,211	21,549	**20,438**	-5.16%
					0.00%
CAPITAL EXPENDITURES					
521.64-11	EQUIP - VEHICLE REPLACEMENT	-	-	**-**	0.00%
521.64-13	EQUIP - COMP REPLACEMENT	-	-	**1,200**	100.00%
521.64-14	EQUIP - NEW COMPUTERS	-	-	**-**	0.00%
521.64-15	EQUIP - NEW	-	-	**-**	0.00%
* CAPITAL EXPENDITURES		-	-	**1,200**	100.00%
TOTAL CODE ENFORCEMENT		**67,948**	**78,211**	**80,671**	**3.15%**

FUND 001
DEPT 21
DIVISION 03

CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

CODE ENFORCEMENT EXPENDITURE JUSTIFICATION

ACCOUNT	DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2014-2015
521.12-10	REGULAR SALARIES	SALARIES FOR REGULAR EMPLOYEES	44,850	44,850
521.14-10	OVERTIME	WAGES FOR HOURS WORKED IN EXCESS OF REGULAR TIME	300	300
521.21-10	FICA / MED TAXES	SOCIAL SECURITY AND MEDICARE TAX BENEFIT	3,292	3,292
521.22-10	RETIREMENT	RETIREMENT CONTRIBUTIONS FOR REGULAR EMPLOYEES	2,709	2,709
521.23-10	HEALTH INSURANCE	HEALTH INSURANCE PREMIUMS FOR EMPLOYEES	6,156	6,156
521.23-15	DENTAL INSURANCE	DENTAL INSURANCE PREMIUMS FOR EMPLOYEES	303	303
521.23-20	LIFE INSURANCE	LIFE INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	184	184
521.23-21	SHORT-TERM DISABILITY	SHORT-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	174	174
521.23-40	LONG TERM DISABILITY	LONG-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	116	116
521.24-10	WORKERS' COMPENSATION	WORKERS' COMPENSATION INSURANCE	949	949
521.32-30	CODE ENF-SPECIAL MASTER	AVERAGE HEARING COST IS $800 PER HEARING	5,000	5,000
521.34-10	CONTRACTUAL SERVICES	SUNGARD SOFTWARE MAINTENANCE	7,169	7,169
521.40-10	TRAVEL & PER DIEM	CODE ENFORCEMENT CONFERENCE AND CONTINUING EDUCATION	1,000	1,000
521.41-10	TELEPHONE	NEXTEL	802	802
521.41-20	OTHER COMMUNICATION	VERIZON MI FI DEVICE	432	432
521.41-30	POSTAGE	POSTAGE FEES FOR CERTIFIED AND FIRST CLASS MAIL	1,000	1,000
521.45-10	LIABILITY	GENERAL LIABILITY INSURANCE	1,646	1,646
521.52-10	OPERATING SUPPLIES	OPERATING SUPPLIES TO INCLUDE COPY PAPER, COLOR COPIES, CAMERA SUPPLIES AND MEMORY DRIVES	1,000	1,000
521.52-15	FUEL COSTS	FUEL COSTS	2,014	2,014
521.52-25	UNIFORMS	UNIFORM APPAREL	200	200
521.54-10	BKS, PUB, SUB, MEM, LIB	FACE MEMBERSHIP	75	175
		AACE MEMBERSHIP	100	
521.59-35	ABATEMENT PROCEEDINGS	NO AMOUNT BUDGETED	-	-
521.64-11	EQUIP-VEHICLE REPLACEMENT	NO AMOUNT BUDGETED	-	-
521.64-13	EQUIP - COMP REPLACEMENT	WINDOWS 7 LAPTOP COMPUTER - REPLACES XP LAPTOP	1,200	1,200

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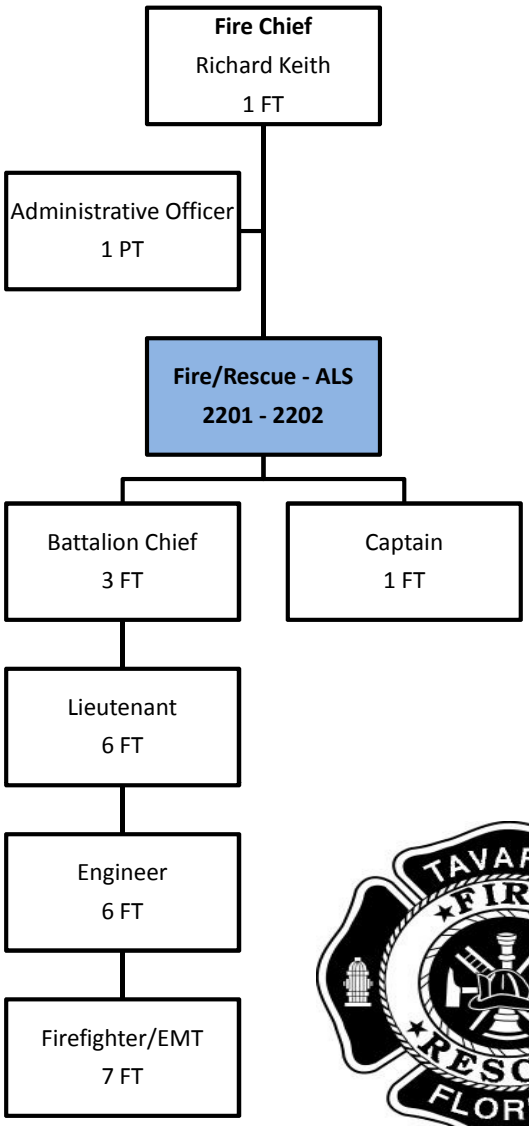
Fire Department

Department 22



Position Summary

Authorized Positions	Pos. #	2012-2013	2013-2014	2014-2015
Full Time:				
Chief	11001	1	1	1
Commander	11008	0	0	0
Battalion Chief	11008	3	3	3
Engineer	11005	6	6	6
Fire Captain	11007	1	1	1
Fire Inspector	11006	1	0	0
Firefighters/EMT	11004	3	3	2
Firefighter/Paramedic	11009	2	4	5
Lieutenant	11003	6	6	6
No. of Full Time		23	24	24
Part Time:				
Administrative Officer[1]	11013	1	1	1
No. of Part Time:		1	1	1
Total No. of Positions:		**24**	**25**	**25**
Total FTEs:		**23.75**	**24.75**	**24.75**

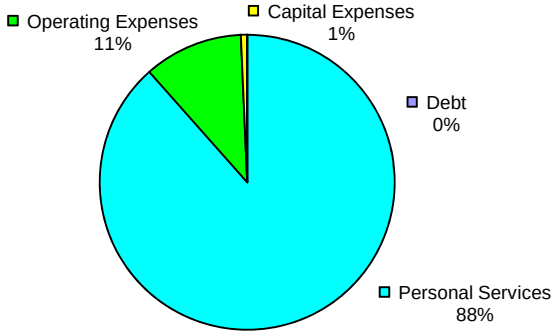
Firefighter/Paramedics allocated 78% Fire Suppression (2201) and 28% ALS (2201)

1. Administrative Officer position is for 30 hours per week.

Budget Summary

Department Summary	Audited Actuals 2012-2013	Revised Budget 2013-2014	Adopted Budget 2014-2015	% Change Over FY 13-14
Fire Suppression-2201				
Personal Services	2,055,379	1,872,438	**1,899,769**	1.46%
Operating Expenses	194,355	241,051	**232,935**	-3.37%
Capital Expenses	-	17,904	**15,064**	-15.86%
Debt	-	-	**-**	0.00%
Total Fire Services	2,249,734	2,131,393	2,147,768	0.77%
ALS-2202				
Personal Services	-	96,315	133,561	38.67%
Operating Expenses	8,560	10,720	14,818	38.23%
Capital Expenses	-	8,740	5,000	-42.79%
Debt	-	-	-	0.00%
Total ALS	8,560	115,775	153,379	32.48%
Grand Total Fire	**$ 2,258,294**	**$ 2,247,168**	**$ 2,301,147**	2.40%
Percentage of Fund Budget	*14.68%*	*16.42%*	*16.65%*	

2015 APPROPRIATIONS



FIRE - 2201 PROGRAM HIGHLIGHTS

DEPARTMENT MISSION

The City of Tavares Fire Department reacts and responds safely and quickly to the needs of our citizens. The department provides world class fire protection and life safety, to include emergency medical services to those in need. We will strive to be compassionate, courteous and professional at all times. We will always go beyond the call of duty to provide service to the citizens and visitors of Tavares. Our Core Values: Fire Protection Services and Life Safety Services with integrity, with pride, with service above self, with excellence in all we do. Our Goal: everyone goes home!

DEPARTMENT DESCRIPTION *(Services, Functions, and Activities)*

The City of Tavares Fire Department consists of twenty-two 24-hour "shift" personnel (firefighters, engineers, lieutenants, and battalion chiefs), one fire inspector captain, one part-time administrative assistant, and one fire chief for a total personnel count of twenty-five (25). All shift and administrative personnel are fully qualified to handle all necessary functions in the context of public safety as described in the appropriate job descriptions.

Currently, the City of Tavares Fire Department responds to an average of 3,300 calls per year. Of this number, approximately 85% of the department's responses are medical in nature. In addition to emergency calls, department personnel participate in code enforcement inspections for over 500 inspectable properties. Annual testing of the more than 500 municipal-owned fire hydrants, providing public safety education programs to all age groups, and professional development through training are important activities that the fire department manages. A high degree of customer service is important to this department. Our various activities attempt to meet or exceed the standards of the National Fire Protection Association (NFPA), Insurance Service Organization (ISO), and the State of Florida.

SERVICE INDICATORS

	Indicator Description	Actual 2012	Actual 2013	Est. 2014	Projected 2015
1.	Emergency Responses (total)	3,084	3,325	3,400	3,500
	Fire Responses	448	480	510	525
	Medical Responses	2,636	2,845	2,890	2,975
2.	Commercial Fire Inspections	497	576	600	605
3.	Fire Hydrant Testing	623	529	550	575
4.	Training Hours Completed	10,594	8,849	9,500	10,000

2015 Goals

Organizational Development
Provide continuing education and training to department personnel.

Growth and Development
Grow and develop the fire department to meet and exceed customer needs and expectations.

City Lifestyle
Efficient and effective use of code compliance inspections and public education to reduce the dollar amount of losses associated with fire within the City of Tavares

Citizen and Customer Service Focus
Provide fast, friendly, efficient and accurate customer service, exceeding customer's expectations

Innovation and Technology
Use innovation and technological advances to increase the effectiveness and efficiency of the services provided by the City of Tavares Fire Department.

Organizational Performance
Develop a fire department where highly trained and educated fire service professionals provide expeditious, effective and courteous service.

FIRE - 2201 (continued) PROGRAM HIGHLIGHTS

2015 Objectives

1. Maintain a higher level of training hours for FY2015.
2. Ability to provide Advanced Life Support service full time at both stations.
3. Lower Insurance Services Office (ISO) rating from 5 down to 4.
4. Complete at least one fire code compliance inspection for each inspectable business each year.
5. Tavares Elementary, Middle, and High schools each receive at least one visit from Tavares Fire Department units.
6. Tavares Elementary School's 3rd grade classes receive a full fire prevention program in October.
7. At least two new technology devices or procedures will be researched and/or tested this budget year with a cost/benefit analysis conducted.
8. At least one grant proposal will be produced by the City of Tavares Fire Department for new technology initiatives.
9. Meet or exceed the National Fire Protection Association's (NFPA) standards for response times.
10. Continue with "Get Well Outreach Program", where patients utilizing Fire Department's services receives a card.

2014 Accomplishments

1. Fire Department was recipient of State of Florida, Dept of Health $25,000 grant for the purchase of a 12-Lead ECG/Cardiac Monitor.
2. Four paramedics were hired during 2013, which three were sent to either Mount Dora/Eustis Fire Department for Provisional Program to be authorized by Medical Director in order to operate under Lake EMS Protocols.
3. Tavares Main Fire Station, Station 28 became Advanced Life Support effective October 1st. Giving us the ability to deliver advanced patient care to our residents.
4. Fire Department was recipient of EMS County $2,255 grant for the purchase of three simulaids. Purpose of Simulaids is to continue to build on Advanced Life Support skills.
5. During Fire Prevention Week, Fire Dept. personnel outreached to approximately 540 students grades Pre-K to third regarding education on fire prevention and handed out materials to approximately 820 students.
6. Fire Prevention conducted 84 fire safety/life safety demonstrations, 1,416 life safety inspections, and assisted 145 residents with installing or replacing child car safety seats.
7. Tavares Fire Dept was the lead agency in a very highly publicized potential disaster for incident occurred at the Blue Rhino facility.
8. Chief Keith was elected to serve as Board of Director for Central Florida Fire Chiefs' Association, District 4 (Lake County)
9. Chief Keith was elected to serve as a member of the Lake Tech Charter Board of Directors.

FUND	001	CITY OF TAVARES
DEPT	22	ADOPTED BUDGET
DIVISION	01	FISCAL YEAR 2014-2015

FIRE SUPPRESSION EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2012-2013	REVISED BUDGET 2013-2014	ADOPTED BUDGET 2014-2015	% CHANGE OVER FY 13-14
SALARIES AND BENEFITS					
522.12-10	REGULAR SALARIES	1,166,633	1,130,432	**1,173,168**	3.78%
522.14-10	OVERTIME	239,813	74,517	**67,889**	-8.89%
522.15-30	INCENTIVE	4,110	5,520	**5,040**	-8.70%
522.21-10	FICA / MED TAXES	98,370	80,870	**86,145**	6.52%
522.22-10	RETIREMENT	262,712	264,666	**247,984**	-6.30%
522.22-20	FL STATE RETIREMENT	1,866	2,241	**2,445**	9.10%
522.23-10	HEALTH INSURANCE	135,412	114,571	**119,624**	4.41%
522.23-15	DENTAL INSURANCE	5,715	6,486	**7,153**	10.28%
522.23-20	LIFE INSURANCE	6,045	6,404	**4,790**	-25.20%
522.23-21	SHORT-TERM DISABILITY INS	4,378	4,431	**4,569**	3.11%
522.23-30	DEPENDENT HEALTH INSURANCE	75,434	129,529	**129,859**	0.25%
522.23-35	DEPENDENT DENTAL INSURANCE	7,911	10,957	**10,170**	-7.18%
522.23-40	LONG TERM DISABILITY	2,770	3,845	**3,038**	-20.99%
522.24-10	WORKERS' COMPENSATION	44,210	37,969	**37,895**	-0.19%
*	SALARIES AND BENEFITS	2,055,379	1,872,438	**1,899,769**	1.46%
OPERATING EXPENDITURES					
522.31-27	MEDICAL SCREENING	5,498	7,870	**8,470**	7.62%
522.34-10	CONTRACTUAL SERVICES	8,988	8,212	**8,597**	4.69%
522.40-10	TRAVEL & PER DIEM	651	1,000	**1,000**	0.00%
522.41-10	TELEPHONE	5,518	6,550	**7,084**	8.15%
522.41-20	OTHER COMMUNICATION	4,191	4,260	**4,260**	0.00%
522.41-30	POSTAGE	1,030	850	**850**	0.00%
522.43-10	ELECTRIC, WATER, GAS	26,750	23,895	**35,764**	49.67%
522.44-10	RENTALS & LEASES	-	2,178	**1,188**	-45.45%
522.45-10	LIABILITY	19,522	24,205	**27,711**	14.48%
522.46-10	REPAIR & MAINT. - BUILDING	2,359	1,419	**2,000**	40.94%
522.46-15	REPAIR & MAINT. - EQUIPMENT	2,485	5,550	**5,550**	0.00%
522.46-17	INSURANCE RECOVERY	24,913	-	**-**	0.00%
522.46-38	FIRE VEHICLES	-	38,441	**38,441**	0.00%
522.47-10	PRINTING & BINDING	356	294	**294**	0.00%
522.51-10	OFFICE SUPPLIES	698	700	**750**	7.14%
522.52-10	OPERATING SUPPLIES	19,075	15,941	**17,000**	6.64%
522.52-11	DURABLE GOODS	2,932	7,458	**7,050**	-5.47%
522.52-15	FUEL COSTS	37,674	39,123	**43,746**	11.82%
522.52-25	UNIFORMS	11,715	12,360	**12,350**	-0.08%
522.52-36	BUNKER GEAR	12,364	30,510	**-**	-100.00%
522.52-50	TRAINING	3,588	6,500	**6,500**	0.00%
522.54-10	BKS, PUB, SUB, MEM, LIB	2,367	1,735	**2,330**	34.29%
522.54-20	FIRE PREVENT/PUB. EDUC	1,681	2,000	**2,000**	0.00%
522.59-65	GRANT MATCH	-	-	**-**	0.00%
*	OPERATING EXPENDITURES	194,355	241,051	**232,935**	-3.37%

FUND	**001**	**CITY OF TAVARES**
DEPT	**22**	**ADOPTED BUDGET**
DIVISION	**01**	**FISCAL YEAR 2014-2015**

FIRE SUPPRESSION EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2012-2013	REVISED BUDGET 2013-2014	ADOPTED BUDGET 2014-2015	% CHANGE OVER FY 13-14
CAPITAL EXPENDITURES					
522.64-10	EQUIP - REPLACEMENT	-	10,000	**-**	-100.00%
522.64-11	EQUIP - VEHICLE REPLACEMENT	-	-	**-**	0.00%
522.64-13	EQUIP - COMP REPLACEMENT	-	-	**8,664**	100.00%
522.64-14	EQUIP - NEW COMPUTERS	-	-	**-**	0.00%
522.64-15	EQUIP - NEW	-	5,904	**6,400**	8.40%
522.64-17	EQUIP - NEW VEHICLES	-	2,000	**-**	-100.00%
522.64-23	SOFTWARE	-	-	**-**	
* CAPITAL EXPENDITURES		-	17,904	**15,064**	-15.86%
TOTAL FIRE SERVICES		**2,249,734**	**2,131,393**	**2,147,768**	**0.77%**

CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

FIRE SUPPRESSION EXPENDITURE JUSTIFICATION

ACCOUNT	DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2014-2015
522.12-10	REGULAR SALARIES	SALARIES FOR REGULAR EMPLOYEES	1,173,168	1,173,168
522.14-10	OVERTIME	WAGES FOR HOURS WORKED IN EXCESS OF REGULAR TIME	67,889	67,889
522.15-30	INCENTIVE	ADDITIONAL MONTHLY PAY FOR FIREFIGHTERS WHO		5,040
		COMPLETE TRAINING AND/OR EARN A DEGREE	5,040	
522.21-10	FICA / MED TAXES	SOCIAL SECURITY AND MEDICARE TAX BENEFIT	86,145	86,145
522.22-10	RETIREMENT	RETIREMENT CONTRIBUTIONS FOR REGULAR EMPLOYEES	247,984	247,984
522.22-20	FL STATE RETIREMENT	FRS RETIREMENT CONTRIBUTIONS FOR REGULAR EMPLOYEES	2,445	2,445
522.23-10	HEALTH INSURANCE	HEALTH INSURANCE PREMIUMS FOR EMPLOYEES	119,624	119,624
522.23-15	DENTAL INSURANCE	DENTAL INSURANCE PREMIUMS FOR EMPLOYEES	7,153	7,153
522.23-20	LIFE INSURANCE	LIFE INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	4,790	4,790
522.23-21	SHORT-TERM DISABILITY	SHORT-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	4,569	4,569
522.23-30	DEPENDENT HEALTH INSURANCE	SUBSIDIZED HEALTH INSURANCE PREMIUMS FOR		129,859
		EMPLOYEES' DEPENDENTS	129,859	
522.23-35	DEPENDENT DENTAL INSURANCE	SUBSIDIZED DENTAL INSURANCE PREMIUMS FOR		10,170
		EMPLOYEES' DEPENDENTS	10,170	
522.23-40	LONG TERM DISABILITY	LONG-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	3,038	3,038
522.24-10	WORKERS' COMPENSATION	WORKERS' COMPENSATION INSURANCE	37,895	37,895
522.31-27	MEDICAL SCREENING	MEDICAL SCREENING FOR LIFESCAN POTENTIAL INCREASE		8,470
		PRICE AS FY14 - $385 PER PERSON		
		ARTICLE 29		
		22 EMPLOYEES X $385.00	8,470	
522.34-10	CONTRACTUAL SERVICES	LAKE COUNTY RADIO MAINTENANCE FOR RADIOS/PAGERS	2,832	8,597
		MAINTENANCE FOR FIREPROGRAMS - NFIRS (REQUIRED)		
		REPORTING TO THE STATE - ELIGIBILITY FOR GRANTS	3,065	
		BLACK BOARD CONNECT MASS NOTIFICATION - FINANCE	2,700	
522.40-10	TRAVEL & PER DIEM	MAINTAIN THE SAME LEVEL AS FY13 - ATTEND GOVERNORS		1,000
		HURRICANE CONFERENCE, FIREPROGRAMS, FL FIRE CHIEF	1,000	
522.41-10	TELEPHONE	NEXTEL	6,515	7,084
		DOMS FAX	569	
522.41-20	OTHER COMMUNICATION	MAINTAIN SAME LEVEL AS FY13 AVERAGE MO $355 X 12	4,260	4,260
522.41-30	POSTAGE	GET WELL OUTREACH PROGRAM	850	850
522.43-10	ELECTRIC, WATER, GAS	ELECTRIC	20,963	35,764
		WATER	12,524	
		GAS	2,277	
522.44-10	RENTALS & LEASES	MONTHLY CHARGE FOR FIRE RESCUE BOAT DOCK SLIP $99	1,188	1,188
522.45-10	LIABILITY	AD&D INSURANCE	2,700	27,711
		GENERAL LIABILITY INSURANCE	25,011	
522.46-10	BUILDING	FLOOR WAX FOR BOTH FIRE STATIONS AND REPAIRS AS		2,000
		NEEDED TO BAY DOORS	2,000	

CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

FIRE SUPPRESSION EXPENDITURE JUSTIFICATION

ACCOUNT	DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2014-2015
522.46-15	EQUIPMENT	FIRE TRUCK LADDER TEST APPROXIMATELY 1,500		5,550
		PUMP TEST 900, AIR BOTTLES, HYDRO TEST 700,		
		FIT TESTING $25 PER PERSON		
		UNKNOWN EQUIPMENT REPAIR. SCBA'S ARE OUT OF		
		WARRANTY	5,550	
522.46-17	INSURANCE RECOVERY	NO AMOUNT BUDGETED	-	-
522.46-38	FIRE VEHICLES	FIRE VEHICLE MAINTENANCE	38,441	38,441
522.47-10	PRINTING & BINDING	MAINTAIN SAME LEVEL AS LAST YEAR FOR		294
		PATIENT CARE REPORTS, PATIENT REFUSALS FORM	294	
522.51-10	OFFICE SUPPLIES	OFFICE SUPPLIES	750	750
522.52-10	OPERATING SUPPLIES	OPERATING SUPPLIES FOR BOTH STATIONS	17,000	17,000
522.52-11	DURABLE GOODS	PURCHASE 6 SECTION 5" HOSE; EACH SECTION $525	3,150	7,050
		FREIGHT	200	
		CHARGER NEEDED FOR THERMAL IMAGING CAMERA	850	
		STATION BATTERY CHARGER FOR STATION 29	650	
		BED REPLACEMENT FOR STATION 29 - 1 SET	600	
		10 REPLACEMENT MONITORS	1,600	
522.52-15	FUEL COSTS	FUEL COSTS	43,746	43,746
522.52-25	UNIFORMS	PER COLLECTIVE BARGAINING AGREEMENT ARTICLE 25		12,350
		$400 UNIFORM ALLOWANCE X 21	8,400	
		1 RETIRING FY15 AND 2 NEW HIRE $400	1,200	
		BOOTS $200 X 12 - FF1022	2,400	
		INSIGINIAS $200 - FF1025	200	
		SAFETY ACCESSORIES - FF1024	150	
522.52-36	BUNKER GEAR	NO AMOUNT BUDGETED	-	-
522.52-50	TRAINING	TRAINING FIREPROGRAM 1400; TARGET SOLUTIONS $109		6,500
		PER PERSON PER YEAR & SET UP FEE $3,340		
		CLASSES AT LAKE TECH - GENERAL $205; ST PETERSBURG		
		$450	6,500	
522.54-10	BKS, PUB, SUB, MEM, LIB	RENEWAL OF EMT LICENSES FOR 23 EMPLOYEES X $20	460	2,330
		RENEWAL OF PARAMEDIC LICENSES FOR 9 X $40	360	
		NFPA CODE SUBSCRIPTION	500	
		LAKE SUMTER FIRE CHIEF ASSOC	180	
		FL FIRE MARSHAL & INSPECTOR $55 FOR RICHARD, BUDDY	110	
		FFCA DUES	95	
		CENTRAL FLA FIRE CHIEF	50	
		NEWSPAPER SUBSCRIPTION FOR BOTH STATIONS	400	
		VARIOUS MAGAZINES - FIRE HOUSE, FIRE ENGINEERING	175	
522.54-20	FIRE PREVENT/PUB. EDUC	CPR/FIRST AID CLASS FOR CITY EMPLOYEES $10 EA.		2,000
		MATERIAL FOR FIRE PREVENTION WEEK		
		SMOKE DETECTORS / AED PADS AS NEEDED	2,000	
522.64-10	EQUIP - REPLACEMENT	NO AMOUNT BUDGETED	-	-
522.64-13	EQUIP - COMP REPLACEMENT	TWO COMPUTERS AT STATION 29	2,000	8,664
		REPLACEMENT COMPUTERS LESS TWO ENTERED ABOVE	6,664	
522.64-15	EQUIP - NEW	HEADSET SYSTEM FOR 1996 PIERCE	4,400	6,400
		LED LIGHT BAR FOR STUPHEN FOR IMPROVED EMERGENCY		
		LIGHTS - SAFETY ISSUE	2,000	
522.64-17	EQUIP-NEW VEHICLES	NO AMOUNT BUDGETED	-	-

FUND	**001**	**CITY OF TAVARES**
DEPT	**22**	**ADOPTED BUDGET**
DIVISION	**02**	**FISCAL YEAR 2014-2015**

ADVANCED LIFE SUPPORT (ALS)

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2012-2013	REVISED BUDGET 2013-2014	ADOPTED BUDGET 2014-2015	% CHANGE OVER FY 13-14
SALARIES AND BENEFITS					
522.12-10	REGULAR SALARIES	-	34,268	**69,787**	103.65%
522.14-10	OVERTIME	-	27,982	**25,493**	-8.90%
522.21-10	FICA / MED TAXES	-	4,643	**7,033**	51.48%
522.22-10	RETIREMENT	-	14,092	**20,256**	43.74%
522.23-10	HEALTH INSURANCE	-	5,029	**4,355**	-13.40%
522.23-15	DENTAL INSURANCE	-	290	**413**	42.41%
522.23-20	LIFE INSURANCE	-	195	**288**	47.69%
522.23-21	SHORT-TERM DISABILITY INS	-	134	**272**	102.99%
522.23-30	DEPENDENT HEALTH INSURANCE	-	6,938	**2,168**	-68.75%
522.23-35	DEPENDENT DENTAL INSURANCE	-	616	**333**	-45.94%
522.23-40	LONG TERM DISABILITY	-	117	**181**	54.70%
522.24-10	WORKERS' COMPENSATION	-	2,011	**2,982**	48.28%
* SALARIES AND BENEFITS		-	96,315	**133,561**	38.67%
OPERATING EXPENDITURES					
522.31-27	MEDICAL SCREENING	-	1,140	**1,155**	1.32%
522.34-10	CONTRACTUAL SERVICES	-	-	**5,350**	100.00%
522.47-10	PRINTING & BINDING	-	355	**355**	0.00%
522.52-10	OPERATING SUPPLIES	-	2,295	**-**	-100.00%
522.52-11	DURABLE GOODS	-	615	**-**	-100.00%
522.52-15	FUEL COSTS	-	-	**-**	0.00%
522.52-25	UNIFORMS	-	1,430	**1,320**	-7.69%
522.52-50	TRAINING	-	4,885	**4,885**	0.00%
522.59-65	GRANT MATCH	8,560	-	**1,753**	100.00%
* OPERATING EXPENDITURES		8,560	10,720	**14,818**	38.23%
CAPITAL EXPENDITURES					
522.64-14	EQUIP - NEW COMPUTERS	-	-	**5,000**	100.00%
522.64-15	EQUIP - NEW	-	3,740	**-**	-100.00%
522.64-23	EQUIP - SOFTWARE	-	5,000	**-**	-100.00%
* CAPITAL EXPENDITURES		-	8,740	**5,000**	-42.79%
TOTAL FIRE SERVICES - ALS		**8,560**	**115,775**	**153,379**	**32.48%**

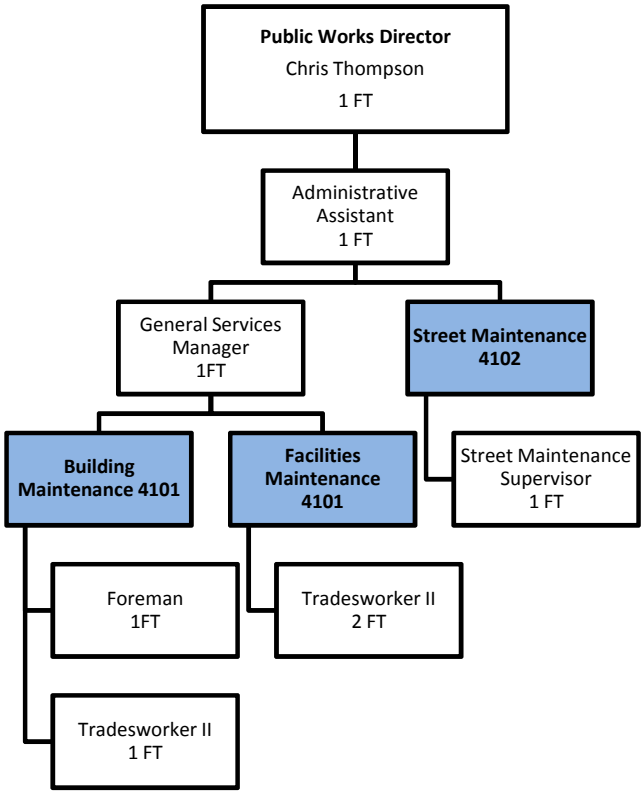
CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

ADVANCED LIFE SUPPORT (ALS)

ACCOUNT	DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2014-2015
522.12-10	REGULAR SALARIES	SALARIES FOR REGULAR EMPLOYEES	69,787	69,787
522.14-10	OVERTIME	WAGES FOR HOURS WORKED IN EXCESS OF REGULAR TIME	25,493	25,493
522.21-10	FICA / MED TAXES	SOCIAL SECURITY AND MEDICARE TAX BENEFIT	7,033	7,033
522.22-10	RETIREMENT	RETIREMENT CONTRIBUTIONS FOR REGULAR EMPLOYEES	20,256	20,256
522.23-10	HEALTH INSURANCE	HEALTH INSURANCE PREMIUMS FOR EMPLOYEES	4,355	4,355
522.23-15	DENTAL INSURANCE	DENTAL INSURANCE PREMIUMS FOR EMPLOYEES	413	413
522.23-20	LIFE INSURANCE	LIFE INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	288	288
522.23-21	SHORT-TERM DISABILITY	SHORT-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	272	272
522.23-30	DEPENDENT HEALTH INSURANCE	SUBSIDIZED HEALTH INSURANCE PREMIUMS FOR EMPLOYEES' DEPENDENTS	2,168	2,168
522.23-35	DEPENDENT DENTAL INSURANCE	SUBSIDIZED DENTAL INSURANCE PREMIUMS FOR EMPLOYEES' DEPENDENTS	333	333
522.23-40	LONG TERM DISABILITY	LONG-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	181	181
522.24-10	WORKERS' COMPENSATION	WORKERS' COMPENSATION INSURANCE	2,982	2,982
522.31-27	MEDICAL SCREENING	3 ANNUALPHYSICALS & 2 FLU SHOTS	1,155	1,155
522.34-10	CONTRACTUAL SERVICES	RENEWAL OF EMS CHARTS MAINTENANCE. SOFTWARE FOR ADVANCED LIFE SUPPORT INCIDENT WRITING	4,300	5,350
		MAINTENANCE OF LIFEPAK15	1,050	
522.47-10	PRINTING & BINDING	FIELD EMS PROTOCOL BOOKS $55/EACH	355	355
522.52-10	OPERATING SUPPLIES	NO AMOUNT BUDGETED	-	-
522.52-11	DURABLE GOODS	NO AMOUNT BUDGETED	-	-
522.52-25	UNIFORMS	UNIFORMS AS PER COLLECTIVE BARGAINING AGREEMENT ALLOWANCE $400 PER PERSON - 3	1,200	1,320
		FF1025 - INSIGNIAS	70	
		FF1024 - SAFETY ACCESSORIES	50	
522.52-50	TRAINING	SEND ONE PERSON TO PARAMEDIC SCHOOL	4,885	4,885
522.59-65	GRANT MATCH	FEMA GRANT FOR LIFEPAK15 WAS SUBMITTED DECEMBER 2013. IF AWARDED, GRANT MATCH IS 5% OF 35,060-COST OF LP	1,753	1,753
522.64-14	EQUIP - NEW COMPUTERS	PURCHASE TOUGH BOOKS FOR INCIDENT REPORT WRITING IN THE FIELD. COST PER BOOK 2,500	5,000	5,000
522.64-15	EQUIP - NEW	NO AMOUNT BUDGETED	-	-
522.64-23	SOFTWARE	NO AMOUNT BUDGETED	-	-

General Services

Division 41*



*General Services is a Division of the Public Works Department.

Position Summary

Authorized Positions	Pos. #	2012-2013	2013-2014	2014-2015
Full Time:				
Admin. Assistant	41004	1	1	1
Crew Foreman	21011	1	1	1
PW Director	25001	1	1	1
General Services Manager	21001	1	1	1
Street Maintenance Supervisor	41001	0	0	1
Trades Worker II	21002	3	3	3
No. of Full Time		7	7	8
Total No. of Positions:		**7**	**7**	**8**
Total FTEs:		**7**	**7**	**8**

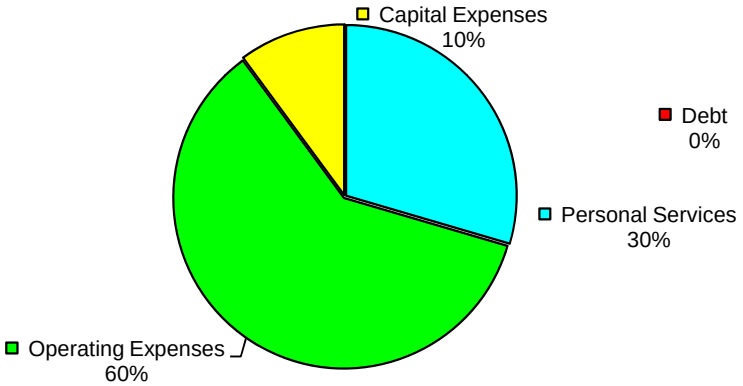
Notes:

Public Works Director and Admin Assistant positions distributed 50% to 4101, 25% each to 1901 and 402

Budget Summary

Division Summary	Audited Actuals 2012-2013	Revised Budget 2013-2014	Adopted Budget 2014-2015	% Change Over FY 13-14
Facilities Maintenance-4101				
Personal Services	386,837	404,627	**424,957**	5.02%
Operating Expenses	563,576	729,205	**792,599**	8.69%
Capital Expenses	169,069	31,372	**8,794**	-71.97%
Debt	-	-	**-**	0.00%
Total Facilities Maint.	1,119,482	1,165,204	**1,226,350**	5.25%
Street Maintenance -4102				
Personal Services	-	-	**50,057**	100.00%
Operating Expenses	-	-	**178,348**	100.00%
Capital Expenses	-	-	**153,593**	100.00%
Debt	-	-	**-**	0.00%
Total Sts & Rds Division	-	-	**381,998**	100.00%
Grand Total General Services	**$ 1,119,482**	**$ 1,165,204**	**$ 1,608,348**	**38.03%**
Category Summary				
Personal Services	386,837	404,627	**475,014**	17.40%
Operating Expenses	563,576	729,205	**970,947**	33.15%
Capital Expenses	169,069	31,372	**162,387**	417.62%
Debt	-	-	**-**	0.00%
Grand Total General Services	**$ 1,119,482**	**$ 1,165,204**	**$ 1,608,348**	**38.03%**
Percentage of Fund Budget	*7.28%*	*8.51%*	*11.64%*	

2015 APPROPRIATIONS



GENERAL SERVICES - 4101, 4102, 4103 PROGRAM HIGHLIGHTS

DIVISION MISSION

The mission of the General Services division is to provide a highly skilled and professional quality service in building maintenance and facility maintenance through the shared values and vision of our community.

DIVISION DESCRIPTION (Services, Functions, and Activities)

General Services is a multi-faceted division consisting of five highly trained personnel responsible for the maintenance of all City buildings (i.e., air conditioning, electrical, dry wall repair, painting, custodial, pest control and security) and facilities maintenance (gutters, roofs, exterior painting, parks, etc.) Additional responsibilities include roadway, sidewalk, tree and canal maintenance. The division is involved in supporting many other departments include Code Enforcement, many City events and addressing the needs of our citizens. Our commitment to public service ensures an efficient, friendly, cost-effective means of improving the quality of life for all in Tavares. It should noted that General Services has been called to fill in while the Roads Division is being developed.

SERVICE INDICATORS

	Indicator Description	Actual 2012	Actual 2013	Est. 2014	Projected 2015
1.	Work Orders Performed	1,165	151	1,600	2,100
2.	City Departments Serviced	15	15	15	16
3.	Sports Complexes Maintained	2	3	3	3
4.	City Buildings Maintained (in square feet)	109,365	109,365	120,246	128,246
5.	City Events	15	19	20	25
6.	Street/Traffic Signs (designed, built, replaced, or erected)	2,500	2,500	2,500	2,500
7.	Traffic Signals/School Flashers Maintained	12/4	12/4	14/4	16/4
8.	Street Lights (Illumination) Maintained	1,900	1,900	1,900	1,900
9.	Streets/Lanes Maintained (miles)	123	123	123	123
10.	Sidewalks Maintained (miles)	61	61	61	61
11.	Canal Space Maintained (feet)	>3,000	>3,000	>3,000	>3,000
12.	Bridges Maintained	1	1	1	1
13.	Buildings Maintained	40	40	42	46
14.	Facilities Maintained	37	37	37	37

2015 Goals

Organizational Development

Provide training and motivational opportunities for employees as a means of recruiting and maintaining a diverse and competent work force.

Growth and Development

Maintain inventory of public infrastructure including rights-of-way, streets, sidewalks and buildings for ongoing planning initiatives to meet future and current demand.

City Lifestyle

Ensure that City rights-of-way and public infrastructure (City buildings, streets, streetlights, traffic signals, sidewalks, recreational facilities, boat ramps, etc.) are maintained in a manner that promotes health, safety, and preservation of the City's investment.

Citizen and Customer Service Focus

Provide prompt and courteous delivery to residents and staff in a professional manner.

Innovation and Technology

Incorporate the most current software programs that streamline and track maintenance schedules for safe and efficient division operations.

Organizational Performance

Apply cost effective maintenance techniques to increase efficiency while decreasing the cost of operation and expenses.

GENERAL SERVICES - 4101, 4102, 4103 PROGRAM HIGHLIGHTS

2015 Objectives

1. Continue the repair and replacement of sidewalks to meet ADA compliancy.
2. Continue trimming trees in rights-of-way and parks to maintain a safe environment.
3. Redevelop and improve our routine building maintenance to increase efficiency and productivity as well as decrease operating expenses.
4. Continue to improve training and memberships for division staff to increase productivity and provide necessary certifications and licensing.
5. Provide residents with professional and knowledgeable customer service.
6. Work toward developing a plan for a new Public Works Facility.
7. Better organize inventory to create more space.
8. To transfer the streets, sidewalks, and roads to the Road Division.

2014 Accomplishments

Customer Focus, Innovation & Technology, and Organizational Performance

1. Continued to maintain high volume of work orders while managing a large amount of unscheduled work orders and unforeseen emergencies.
2. Continued inter-local agreement with Lake County to bring all regulatory, warning and guidance signs up to MUTCD standards.
3. Continued training and motivational skills for the division staff.
4. Held monthly safety meetings.
5. Continued trimming and removing trees throughout the City.
6. Continued patching and repairing damaged roadways throughout the City.
7. Continued monthly building maintenance program to help reduce the number of unforeseen emergencies.
8. Continued quarterly A/C Maintenance program to improve efficiency and quality of 31 A/C units throughout the City.
9. Involvement in all of our City events - signs, banners, electricity, barricades, decorations etc.
10. Made improvements to many of our City's sidewalks to meet ADA compliancy.
11. Continued Imperial Terrace Canal maintenance.
12. Involvement with the Freedom Flag Project (electrical, receive/assemble/install flag pole, lighting).
13. Renovation of Public Work Administration building.
14. Improvements to many of our facilities to increase efficiency (i.e., lighting, plumbing, A/C).
15. Reviewed several contracts to reduce costs and improve quality
16. Improvements to Ingraham Park.
17 Developed Roof Management Program.
18. Developed Pavement Management Program.
19. Developed Sidewalk Management and Grinding Program.
20. Wooton Park shoreline cleanup.
21. Mulch pit area development.

FUND	**001**	**CITY OF TAVARES**
DEPT	**41**	**ADOPTED BUDGET**
DIVISION	**01**	**FISCAL YEAR 2014-2015**

GENERAL SERVICES DIVISION EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2012-2013	REVISED BUDGET 2013-2014	ADOPTED BUDGET 2014-2015	% CHANGE OVER FY 13-14
SALARIES AND BENEFITS					
541.12-10	REGULAR SALARIES	266,185	275,978	**284,421**	3.06%
541.13-10	OTHER SALARIES & WAGES	4,554	-	**-**	0.00%
541.14-10	OVERTIME	3,891	5,125	**7,000**	36.59%
541.21-10	FICA / MED TAXES	18,736	19,670	**20,334**	3.38%
541.22-20	FL STATE RETIREMENT	17,022	24,779	**28,074**	13.30%
541.23-10	HEALTH INSURANCE	35,592	30,066	**33,583**	11.70%
541.23-15	DENTAL INSURANCE	1,487	1,632	**1,816**	11.27%
541.23-20	LIFE INSURANCE	1,495	1,545	**1,149**	-25.63%
541.23-21	SHORT-TERM DISABILITY INS	1,092	1,068	**1,099**	2.90%
541.23-30	DEPENDENT HEALTH INSURANCE	15,104	21,641	**23,823**	10.08%
541.23-35	DEPENDENT DENTAL INSURANCE	1,603	1,889	**1,954**	3.44%
541.23-40	LONG TERM DISABILITY	686	926	**730**	-21.17%
541.24-10	WORKERS' COMPENSATION	19,390	20,308	**20,974**	3.28%
*	SALARIES AND BENEFITS	386,837	404,627	**424,957**	5.02%
OPERATING EXPENDITURES					
541.31-15	ENGINEERING	731	10,000	**-**	-100.00%
541.31-60	PERMIT & COMPLIANCE FEES	75	-	**240**	100.00%
541.34-10	CONTRACTUAL SERVICES	82,238	160,184	**207,349**	29.44%
541.40-10	TRAVEL & PER DIEM	1,929	6,377	**8,735**	36.98%
541.41-10	TELEPHONE	4,150	4,602	**4,298**	-6.61%
541.41-30	POSTAGE	253	300	**350**	16.67%
541.43-10	ELECTRIC, WATER, GAS	298,919	309,035	**380,827**	23.23%
541.44-10	RENTALS & LEASES	3,495	4,500	**6,500**	44.44%
541.45-10	LIABILITY	19,523	21,506	**25,012**	16.30%
541.46-10	REPAIR & MAINT. - BUILDING	39,489	45,671	**41,695**	-8.71%
541.46-15	REPAIR & MAINT. - EQUIPMENT	2,669	13,200	**10,100**	-23.48%
541.46-17	INSURANCE RECOVERY	755	-	**-**	0.00%
541.46-25	REPAIR & MAINT. - MISC.	1,068	4,200	**5,500**	30.95%
541.46-37	MARINE VESSELS	1,115	3,850	**22,485**	484.03%
541.46-40	REPAIR & MAINT. - TRAFFIC LIGHT	28,245	36,583	**-**	-100.00%
541.46-45	REPAIR & MAINT. - EXTERMINATING	3,157	6,036	**6,320**	4.71%
541.47-10	PRINTING & BINDING	51	300	**800**	166.67%
541.48-22	LIGHT UP TAVARES-SUPPLIES	11,005	16,100	**15,300**	-4.97%
541.49-10	ADVERTISING	-	-	**-**	0.00%
541.51-10	OFFICE SUPPLIES	273	600	**1,000**	66.67%
541.52-10	OPERATING SUPPLIES	22,920	31,829	**31,425**	-1.27%
541.52-11	DURABLE GOODS	-	-	**1,766**	100.00%
541.52-15	FUEL COSTS	12,345	13,864	**15,857**	14.38%
541.52-25	UNIFORMS	2,958	4,457	**5,540**	24.30%
541.52-59	GEN SVCS SIGN MATERIALS	19,632	19,200	**-**	-100.00%
541.53-20	ROAD MATERIALS & SUPPLIES	5,634	15,311	**-**	-100.00%
541.54-10	BKS, PUB, SUB, MEM, LIB	947	1,500	**1,500**	0.00%
541.59-65	GRANT MATCH	-	-	**-**	0.00%
*	OPERATING EXPENDITURES	563,576	729,205	**792,599**	8.69%

FUND	**001**	**CITY OF TAVARES**
DEPT	**41**	**ADOPTED BUDGET**
DIVISION	**01**	**FISCAL YEAR 2014-2015**

GENERAL SERVICES DIVISION EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2012-2013	REVISED BUDGET 2013-2014	ADOPTED BUDGET 2014-2015	% CHANGE OVER FY 13-14
CAPITAL EXPENDITURES					
541.63-20	SIDEWALK REPAIR/CONST.	6,122	17,607	**-**	-100.00%
541.63-30	PAVING	-	10,080	**-**	-100.00%
541.63-50	FDOT US441 RETENTION POND	-	-	**-**	0.00%
541.63-60	LANDSCAPING	20,908	-	**-**	0.00%
541.63-91	TRANS IMPACT FEE ROAD PRO	52,700	-	**-**	0.00%
541.63-92	IMPROVE OTHER THAN BLDG	25,769	-	**-**	0.00%
541.64-10	EQUIP - REPLACEMENT	-	-	**-**	0.00%
541.64-11	EQUIP-VEHICLE REPLACEMENT	1,439	-	**1,570**	100.00%
541.64-13	EQUIP - COMP REPLACEMENT	913	-	**950**	100.00%
541.64-14	EQUIP - NEW COMPUTERS	-	-	**3,300**	100.00%
541.64-15	EQUIP - NEW	3,821	-	**2,974**	100.00%
541.64-17	EQUIP - NEW VEHICLES	-	-	**-**	0.00%
541.64-25	FUTURE PROJECTS	57,397	3,685	**-**	-100.00%
541.65-80	ROAD CONSTRUCTION	-	-	**-**	0.00%
* CAPITAL EXPENDITURES		169,069	31,372	**8,794**	-71.97%
TOTAL GENERAL SERVICES		**1,119,482**	**1,165,204**	**1,226,350**	**5.25%**

CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

GENERAL SERVICES DIVISION EXPENDITURE JUSTIFICATION

ACCOUNT	DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2014-2015
541.12-10	REGULAR SALARIES	SALARIES FOR REGULAR EMPLOYEES	284,421	284,421
541.13-10	OTHER SALARIES & WAGES	NO AMOUNT BUDGETED	-	-
541.14-10	OVERTIME	WAGES FOR HOURS WORKED IN EXCESS OF REGULAR TIME	7,000	7,000
541.21-10	FICA / MED TAXES	SOCIAL SECURITY AND MEDICARE TAX BENEFIT	20,334	20,334
541.22-20	FL STATE RETIREMENT	FRS RETIREMENT CONTRIBUTIONS FOR REGULAR EMPLOYEES	28,074	28,074
541.23-10	HEALTH INSURANCE	HEALTH INSURANCE PREMIUMS FOR EMPLOYEES	33,583	33,583
541.23-15	DENTAL INSURANCE	DENTAL INSURANCE PREMIUMS FOR EMPLOYEES	1,816	1,816
541.23-20	LIFE INSURANCE	LIFE INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	1,149	1,149
541.23-21	SHORT-TERM DISABILITY	SHORT-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	1,099	1,099
541.23-30	DEPENDENT HEALTH INSURANC	SUBSIDIZED HEALTH INSURANCE PREMIUMS FOR EMPLOYEES' DEPENDENTS	23,823	23,823
541.23-35	DEPENDENT DENTAL INSURANC	SUBSIDIZED DENTAL INSURANCE PREMIUMS FOR EMPLOYEES' DEPENDENTS	1,954	1,954
541.23-40	LONG TERM DISABILITY	LONG-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	730	730
541.24-10	WORKERS' COMPENSATION	WORKERS' COMPENSATION INSURANCE	20,974	20,974
541.31-15	ENGINEERING	NO AMOUNT BUDGETED	-	-
541.31-60	PERMIT & COMPLIANCE FEES	ELEVATOR LIC.RENEWAL-CERT.OF OPERATION-CITY HALL	80	240
		PAVILION ELEVATORS (QTY-2) LIC.RENEWAL CERT.OF OPERATION	160	
541.34-10	CONTRACTUAL SERVICES	CITY-WIDE JANITORIAL SERVICES	60,000	207,349
		LIBRARY - WINDOWS CLEANED QUARTERLY	150	
		UTILITY ADMIN & WASTEWATER TREAT.PLANT - CLEANING	11,180	
		PAVILION JANITORIAL SERVICES- BASED ON PROJECTED FACILITY EVENT REQUIREMENTS	34,060	
		PAVILION-CLEAN EXTERIOR WINDOWS - CONTRACTED	30,000	
		ANNUAL FIRE EXTINGUISHERS/HOOD INSPECTIONS	4,000	
		PAVILION ANNUAL FIRE EXTING./HOOD INSPECTIONS	500	
		CANAL MAINT.-TREE REMOVAL,INCREASED DETER.COND.	5,000	
		QUARTERLY ELEVATOR MAINT. & SERVICE - CITY HALL	2,645	
		ELEVATOR EMERGENCY REPAIRS - CITY HALL	1,500	
		PAVILION ELEVATOR QUARTERLY MAINTENANCE	3,200	
		PAVILION-ELEV. UNFORESEEN EMERGENCY REPAIRS	1,500	
		GENERATOR LOAD BANK TEST-CITY HALL/FIRE STATIONS	2,415	
		PAVILION-GENERATOR LOAD BANK TEST	1,000	
		FIRE SPRINKLER INSPECTIONS - CITY HALL	683	
		PAVILION-FIRE SPRINKLER INSPECTIONS	1,400	
		PW OFFICE SECURITY SYSTEM ANNUAL MONITORING	972	
		SR19/HWY441 QUARTERLY FOUNTAIN MAINTENANCE - INCLUDES HOLIDAY LENS COLOR CHANGE, REPLACEMENT OF GASKETS, BULBS	6,024	
		LARGE TREE REMOVAL	2,500	
		STUMP GRINDING	2,500	
		A/C MAINT. PROGRAM: INCLUDES LABOR MATERIALS,TOOLS & TRANSPORTATION. QUARTERLY MECHANICAL INSPECTIONS, ANNUAL SERVICE WITH COIL CLEANING, FILTER CHANGES, AND 1 BELT PER YEAR (10-BUILDINGS W/ 31-SYSTEMS)	15,000	
		UTILITY ADMIN - A/C MAINT. SERVICE CONTRACT	8,220	
		PAVILION-A/C MAINT. PROGRAM & A/C CONTROLLER MAIN	5,000	
		FIRE ALARM MONITORING - ANNUAL CITY HALL/FIRE STATIONS #28 & #29/LIBRARY	3,780	

CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

GENERAL SERVICES DIVISION EXPENDITURE JUSTIFICATION

ACCOUNT	DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2014-2015
541.34-10	CONTRACTUAL SERVICES (CONTINUED)	PAVILION - FIRE ALARM MONITORING - ANNUAL	900	
		BAY DOOR PREVENTIVE MAINTENANCE CONTRACT FOR FIRE STATION #28 & #29 - QUARTERLY SERVICE	3,220	
541.40-10	TRAVEL & PER DIEM	ATTEND SEMINARS,WORKSHOPS,CONFERENCES, TRADE SHOWS & TRAINING CLASSES AS NEEDED AND REQUIRED FOR ALL GENERAL SERVICES EMPLOYEES INCLUDING PUBLIC WORKS DIRECTOR AND ADMINISTRATIVE ASSISTANT	2,500	8,735
		MASTER ELECTRICIAN LICENSE RECERTIFICATION	895	
		SIGNS & MARKINGS LEVEL 2 CERTIFICATION RENEWAL FOR 2 GENERAL SERVICES EMPLOYEES TO MAINTAIN THEIR CURRENT CERTIFICATION, REFRESH THEIR KNOWLEDGE OF WORKPLACE SIGN USE AND PAVEMENT MARKING AND CONTINUE THEIR PROFESSIONAL ADVANCEMENT WITHIN THE PUBLIC WORKS DEPARTMENT	590	
		APWA STATE ANNUAL CONFERENCE - DIRECTOR TO ATTEND FOR PROFESSIONAL & PERSONAL DEVELOPMENT, TO OBTAIN UPDATES AND RESOURCES AVAILABLE W/IN FLORIDA	1,250	
		NATIONAL APWA ANNUAL CONFERENCE - DIR. TO ATTEND FOR PROFESSIONAL & PERSONAL DEVELOPMENT, EDUCATION AND TRAINING OF NAT'L.INDUSTRY STANDARDS AND ADVANCEMENTS WITHIN PUBLIC WORKS	3,500	
541.41-10	TELEPHONE	NEXTEL	3,444	4,298
		FAX LINE	854	
541.41-30	POSTAGE	MAIL LETTERS, CORRESPONDENCE TO RESIDENTS, REGULATORIES, VENDORS AS NEEDED	350	350
541.43-10	ELECTRIC, WATER, GAS	ELECTRIC - TRAFFIC LIGHTS	167,565	380,827
		ELECTRIC - STREET LIGHTS	207,104	
		WATER	5,303	
		GAS	855	
541.44-10	RENTALS & LEASES	RENTAL OF SPECIALIZED EQUIPMENT TO INCLUDE LIFT TRUCKS FOR HIGH LIGHTS AT BALLFIELD, ROAD EQUIPMENT, ROLLER, SCISSORS LIFT AND CORE DRILLER AS NEEDED TO PERFORM CITY JOBS / PROJECTS	3,750	6,500
		PAVILION - RENTAL OF SPECIALIZED EQUIPMENT / TOOLS AS NEEDED FOR FACILITY MAINTENANCE	2,750	
541.45-10	LIABILITY	GENERAL LIABILITY INSURANCE	25,012	25,012
541.46-10	BUILDING	GENERAL MAINTENANCE AND REPAIR OF ALL CITY FACILITIES / BUILDINGS. INCLUDES PAINTING, PLUMBING, ELECTRICAL, LIGHTING, HVAC, LOCKS, HARDWARE, DOORS AND FIXTURES	21,000	41,695
		CITY HALL A/C CHILLER CIRCULATION PUMP MOTOR REPLACEMENT	1,000	
		REPAINT EXTERIOR OF MAUSOLEUM	1,155	
		GARAGE DOOR FOR PARKS & REC.BLDG - PARTS & INSTALL	3,360	
		FOUNTAIN PUMP ASSEMBLY (7.5HP MOTOR & PUMP) INCLUDING INSTALLATION AND LABOR (2006 INSTALL)	4,380	
		REPLACE FLOORING BY ELEVATOR	2,830	
		REPLACE CARPET IN COUNCIL CHAMBERS	7,970	
541.46-15	EQUIPMENT	REPAIR & MAINTAIN EQUIPMENT. INCLUDES BUCKET TRUCK, LOADER AND CHIPPER AS NEEDED	7,500	10,100
		2 TIRES FOR LOADER - FSA BID @ $1,300/EA	2,600	
541.46-17	INSURANCE RECOVERY	NO AMOUNT BUDGETED	-	-
541.46-25	MISCELLANEOUS	MAINTENANCE AND REPAIR OF ITEMS OTHER THAN BUILDINGS, SUCH AS FENCE & GATE REPAIRS, DOCK REPAIRS, FLAGPOLES & UNFORESEEN EXPENSES AS NEEDED	5,500	5,500

CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

GENERAL SERVICES DIVISION EXPENDITURE JUSTIFICATION

ACCOUNT	DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2014-2015
541.46-37	MARINE VESSELS	REPAIR POLICE AND FIRE RESCUE BOATS, GENERAL		22,485
		SERVICES PONTOON BOAT AND TRAILER REPAIR AS NEEDED	4,235	
		MARINE ENGINE REPLACEMENT OF 1998 200HP YAMAHA		
		OUTBOARD FOR POLICE DEPARTMENT WELLCRAFT BOAT	15,750	
		REPLACE FLOOR OF POLICE DEPT. WELLCRAFT BOAT	2,500	
541.46-45	EXTERMINATING	PEST CONTROL SERVICES FOR CITY FACILITIES		6,320
		AND TERMITE INSPECTION:		
		QUARTERLY PEST MANAGEMENT SERVICE FOR		
		CITY BUILDINGS AND FACILITIES (INCLUDING MONTHLY		
		PEST MANAGEMENT ON CONCESSION BUILDINGS)	2,720	
		PAVILION - PEST MANAGEMENT SERVICE	600	
		PAVILION - EMERGENCY PEST TREATMENT/INFESTATION	500	
		EMERGENCY PEST MANAGEMENT AND TERMITE INFESTATION	2,500	
541.47-10	PRINTING & BINDING	PRINTS OF MAPS, PLANS, BUSINESS CARDS, AND OTHER		800
		PRINTED FORMS OF COMMUNICATION AS NEEDED		
		ADDT'L RESIDENT COMMUN. AND RESOURCE MATERIALS	800	
541.48-22	LIGHT UP MAIN ST-SUPPLIES	CHRISTMAS LIGHT-UP MATERIALS. INCLUDES RENTAL OF		15,300
		72 POLE DECORATIONS AND MINI LIGHTS	10,800	
		LED MINI-LIGHT REPLACEMENT	4,500	
541.49-10	ADVERTISING	NO AMOUNT BUDGETED	-	-
541.51-10	OFFICE SUPPLIES	SUPPLIES INCLUDING INK PENS, PAPER CLIPS, STAPLES,		1,000
		WHITE-OUT, BINDERS, INDEXES AND LABELS, AS		
		NEEDED	1,000	
541.52-10	OPERATING SUPPLIES	PURCHASE HARDWARE, SMALL TOOLS, SAFETY EQUIPMENT		31,425
		PAINTING MATERIALS, A/C SUPPLIES, LUMBER,		
		ELECTRICAL SUPPLIES, PLUMBING SUPPLIES,		
		FLOOR MATS AND SUPPORT MATERIALS AS NEEDED	27,850	
		ELECTRICAL HOT GLOVES-SAFETY- CLASS 2 OSHA RATED		
		REGULATED 20KV(3-PR)REPLACING OUTDATED GLOVES	600	
		OSHA CERTIFIED SAFETY HARNESSES AND LANYARDS (QTY 6)	1,524	
		RED INFLATABLE BUOYS (QTY 25)	500	
		CINTAS SHOP TOWEL RENTAL CHARGES	156	
		CORDLESS POWER TOOLS/POWER PACKS		
		CIRCULAR SAWS & SAWZALL W/POWER PACKS	520	
		ROAD STENCILS NEEDED FOR MARKINGS	275	
541.52-11	DURABLE GOODS	DOCUMENT SCANNER FOR GENERAL SERVICES MANAGER	450	1,766
		STIHL MS660 CHAINSAW	996	
		REPLACEMENT MONITORS	320	
541.52-15	FUEL COSTS	FUEL COSTS	15,857	15,857
541.52-25	UNIFORMS	UNIFORM RENTAL SERVICE FOR ALL GENERAL SERVICES		5,540
		EMPLOYEES	2,700	
		SWEATSHIRT-1 EACH FOR ALL GEN.SVCS.STAFF($35/EA)	420	
		REFLECTIVE HIGH VISIBILITY SHIRTS-SAFETY($18/EA)	360	
		SHIRTS - GENERAL SERVICES MANAGER ($40/EA)	200	
		SHIRTS(W/COLLAR) - GEN. SERVICES STAFF ($40/EA)	360	
		SHIRTS - PUBLIC WORKS DIRECTOR	100	
		SHIRTS - PUBLIC WORKS ADMIN. ASSISTANT	200	
		CAPS - GENERAL SERVICES STAFF ($10/EA)	300	
		WORK BOOTS - ALL GEN.SERVICES STAFF ($150/EA)	900	
541.52-59	GEN SVCS SIGN MATERIALS	NO AMOUNT BUDGETED	-	-

CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

GENERAL SERVICES DIVISION EXPENDITURE JUSTIFICATION

ACCOUNT	DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2014-2015
541.54-10	BKS, PUB, SUB, MEM, LIB	MEMBERSHIPS TO INCLUDE:		1,500
		ISA (INT'L. SOCIETY OF ARBORICULTURE),		
		APWA (AMERICAN PUBLIC WORKS ASSOCIATION),		
		IMSA (INT'L. MUNICIPAL SIGN ASSOCIATION),		
		SSC (SUNSHINE SAFETY COUNCIL)		
		CODE BOOKS/REFERENCE MANUALS AS NEEDED:		
		HVAC (HEATING,VENTILATION AND AIR-CONDITIONING) &		
		NEC (NATIONAL ELECTRICAL CODE)	1,500	
541.59-65	GRANT MATCH	NO AMOUNT BUDGETED	-	-
541.59-90	CONTINGENCY	NO AMOUNT BUDGETED	-	-
541.63-60	LANDSCAPING	NO AMOUNT BUDGETED	-	-
541.63-91	TRANS IMPACT FEE ROAD PRO	NO AMOUNT BUDGETED	-	-
541.63-92	BRIDGES	NO AMOUNT BUDGETED	-	-
541.64-10	EQUIP - REPLACEMENT	NO AMOUNT BUDGETED	-	-
541.64-11	EQUIP-VEHICLE REPLACEMENT	CORROSIVE CABINET - SAFE / ADEQUATE STORAGE OF		1,570
		CORROSIVE CHEMICALS	1,570	
541.64-13	EQUIP - COMP REPLACEMENT	REPLACEMENT COMPUTER FOR PUBLIC WORKS		950
		ADMINISTRATIVE ASSISTANT (TOWER,MONITOR,KEYBOARD)	950	
541.64-14	EQUIP - NEW COMPUTERS	NEW LAPTOP FOR GENERAL SERVICES MANAGER	1,500	3,300
		FACILITY MANAGEMENT SOFTWARE	1,800	
541.64-15	EQUIP - NEW	STIHL MS880 CHAINSAW	1,526	2,974
		FUEL CABINET - ADEQUATE/SAFE STORAGE	1,448	
541.64-25	FUTURE PROJECTS	NO AMOUNT BUDGETED	-	-

FUND	001	CITY OF TAVARES
DEPT	41	ADOPTED BUDGET
DIVISION	02	FISCAL YEAR 2014-2015

STREET MAINTENANCE DIVISION EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2012-2013	REVISED BUDGET 2013-2014	ADOPTED BUDGET 2014-2015	% CHANGE OVER FY 13-14
SALARIES AND BENEFITS					
541.12-10	REGULAR SALARIES	-	-	**28,356**	100.00%
541.14-10	OVERTIME	-	-	**1,000**	100.00%
541.21-10	FICA / MED TAXES	-	-	**2,246**	100.00%
541.22-20	FL STATE RETIREMENT	-	-	**2,206**	100.00%
541.23-10	HEALTH	-	-	**4,848**	100.00%
541.23-15	DENTAL INSURANCE	-	-	**204**	100.00%
541.23-20	LIFE	-	-	**108**	100.00%
541.23-21	SHORT-TERM DISABILITY	-	-	**105**	100.00%
541.23-30	DEPENDENT HEALTH	-	-	**7,806**	100.00%
541.23-35	DEPENDENT DENTAL	-	-	**411**	100.00%
541.23-40	LONG TERM DISABILITY	-	-	**69**	100.00%
541.24-10	WORKERS' COMPENSATION	-	-	**2,698**	100.00%
* SALARIES AND BENEFITS		-	-	**50,057**	100.00%
OPERATING EXPENDITURES					
541.31-15	ENGINEERING	-	-	**5,000**	100.00%
541.34-10	CONTRACTUAL SERVICES	-	-	**43,780**	100.00%
541.40-10	TRAVEL & PER DIEM	-	-	**4,335**	100.00%
541.41-10	TELEPHONE	-	-	**1,902**	100.00%
541.41-30	POSTAGE	-	-	**300**	100.00%
541.44-10	RENTALS & LEASES	-	-	**4,500**	100.00%
541.45-10	LIABILITY	-	-	**-**	0.00%
541.46-15	REPAIR & MAINT. - EQUIPMENT	-	-	**2,500**	100.00%
541.46-25	REPAIR & MAINT. - MISC.	-	-	**-**	0.00%
541.46-40	TRAFFIC LIGHT MAINT.	-	-	**47,928**	100.00%
541.47-10	PRINTING & BINDING	-	-	**300**	100.00%
541.51-10	OFFICE SUPPLIES	-	-	**200**	100.00%
541.52-10	OPERATING SUPPLIES	-	-	**3,000**	100.00%
541.52-11	DURABLE GOODS	-	-	**-**	0.00%
541.52-15	FUEL COSTS	-	-	**4,622**	100.00%
541.52-25	UNIFORMS	-	-	**2,150**	100.00%
541.52-59	GEN SVCS SIGN MATERIALS	-	-	**7,500**	100.00%
541.53-20	ROAD MATERIALS & SUPPLIES	-	-	**49,331**	100.00%
541.54-10	BKS, PUB, SUB, MEM, LIB	-	-	**1,000**	100.00%
* OPERATING EXPENDITURES		-	-	**178,348**	100.00%
CAPITAL EXPENDITURES					
541.63-10	STREET SIGN REPLACEMENT	-	-	**-**	0.00%
541.63-20	SIDEWALK REPAIR/CONST.	-	-	**35,000**	100.00%
541.63-30	PAVING	-	-	**-**	0.00%
541.64-14	EQUIP - NEW COMPUTERS	-	-	**1,000**	100.00%
541.64-15	EQUIP - NEW	-	-	**2,593**	100.00%
541.64-17	EQUIP - NEW VEHICLES	-	-	**-**	0.00%
541.64-25	FUTURE PROJECTS	-	-	**115,000**	100.00%
541.65-80	ROAD CONSTRUCTION	-	-	**-**	0.00%
* CAPITAL EXPENDITURES		-	-	**153,593**	100.00%
TOTAL STREET AND ROADS		**-**	**-**	**381,998**	**100.00%**

FUND 001
DEPT 41
DIVISION 02

CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

STREET MAINTENANCE DIVISION EXPENDITURE JUSTIFICATION

ACCOUNT	DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2014-2015
541.12-10	REGULAR SALARIES	SALARIES FOR REGULAR EMPLOYEES	28,356	28,356
541.14-10	OVERTIME	WAGES FOR HOURS WORKED IN EXCESS OF REGULAR TIME	1,000	1,000
541.21-10	FICA / MED TAXES	SOCIAL SECURITY AND MEDICARE TAX BENEFIT	2,246	2,246
541.22-20	FL STATE RETIREMENT	FRS RETIREMENT CONTRIBUTIONS FOR REGULAR EMPLOYEES	2,206	2,206
541.23-10	HEALTH INSURANCE	HEALTH INSURANCE PREMIUMS FOR EMPLOYEES	4,848	4,848
541.23-15	DENTAL INSURANCE	DENTAL INSURANCE PREMIUMS FOR EMPLOYEES	204	204
541.23-20	LIFE INSURANCE	LIFE INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	108	108
541.23-21	SHORT-TERM DISABILITY	SHORT-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	105	105
541.23-30	DEPENDENT HEALTH INSURANCE	SUBSIDIZED HEALTH INSURANCE PREMIUMS FOR EMPLOYEES' DEPENDENTS	7,806	7,806
541.23-35	DEPENDENT DENTAL INSURANCE	SUBSIDIZED DENTAL INSURANCE PREMIUMS FOR EMPLOYEES' DEPENDENTS	411	411
541.23-40	LONG TERM DISABILITY	LONG-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	69	69
541.24-10	WORKERS' COMPENSATION	WORKERS' COMPENSATION INSURANCE	2,698	2,698
541.31-15	ENGINEERING	ENGINEERING SERVICES FOR PUBLIC WORKS PROJECTS AS NEEDED TO INCLUDE SIDEWALKS, ROADS AND ALLEYS	5,000	5,000
541.34-10	CONTRACTUAL SERVICES	30 STREET LIGHTS ON HWY 441 (REPAIRED BY THE CITY OF LEESBURG)	3,780	43,780
		MPO-ROADWAY PAVEMENT MANAGEMENT & SIDEWALK CONDITION ASSESSMENT/ADA COMPLIANCE PRIORTY RANKING SYSTEM. ONGOIN-DATA SOFTWARE PKG, TRAINING, ASSIST W/REPAIR-REPLACEMENT STRATEGY	5,000	
		STREET SIGN MAINTENANCE -INTERLOCAL AGREEMENT WITH LAKE COUNTY FOR REPAIR/REPLACEMENT (550 SIGN ASSEMBLIES)	10,000	
		ROADWAY STRIPING/MARKING - CONTRACTED FOR LARGER TRAFFIC MARKING PROJECTS	10,000	
		SIDEWALK/RAMP ADA COMPLIANCE REPAIR CONTRACT FOR LARGER REPAIR PROJECTS	15,000	
541.40-10	TRAVEL & PER DIEM	ATTEND SEMINARS, WORKSHOPS, CONFERENCES, TRADE SHOWS AND TRAINING CLASSES AS NEEDED	1,000	4,335
		INTERMEDIATE MAINTENANCE OF TRAFFIC (IMOT) TRAINING FOR 2 ROADS EMPLOYEES FLORIDA DEPT. OF TRANSPORTATION (FDOT) REQUIRED FOR PERSONS WITH RESPONSIBILITY FOR SETTING UP, MAINTAINING AND SUPERVISING WORKZONE OPERATIONS	350	
		SIGNS & MARKINGS LEVEL 1 CLASS FOR 1 ROADS EMPLOYEE TO MASTER BASIC PRINCIPLES	479	
		SIGNS & MARKINGS LEVEL 2 FOR 2 ROADS EMPLOYEES FOR PROPER SIGN USE AND PAVEMENT MARKING	958	
		SIGNS & MARKINGS LEVEL 2 CERTIFICATION RENEWAL FOR 2 ROADS EMPLOYEES	590	
		SIGNS & MARKINGS LEVEL 1 FOR 2 ROADS EMPLOYEES PROPER SIGN USE AND PAVEMENT MARKING	958	
541.41-10	TELEPHONE	TELEPHONE SERVICE	1,139	1,902
		NEXTEL FOR NEW EMPLOYEES	763	
541.41-30	POSTAGE	MAIL LETTERS, CORRESPONDENCE TO RESIDENTS, REGULATORIES, VENDORS AS NEEDED	300	300

CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

STREET MAINTENANCE DIVISION EXPENDITURE JUSTIFICATION

ACCOUNT	DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2014-2015
541.44-10	RENTALS & LEASES	RENTAL OF SPECIALIZED EQUIPMENT AS NEEDED		4,500
		ROAD EQUIPMENT, ROLLER, SCISSOR LIFT & CORE DRILLER	4,500	
541.46-15	EQUIPMENT	REPAIR AND MAINTAIN EQUIPMENT	2,500	2,500
541.46-25	MISCELLANEOUS	NO AMOUNT BUDGETED	-	-
541.46-40	TRAFFIC LIGHT MAINT.	ANNUAL TRAFFIC SIGNAL AND SCHOOL FLASHERS		47,928
		MAINTENANCE AGREEMENT WITH LAKE COUNTY		
		TRAFFIC SIGNALS-16 INTERSECTIONS @ $2,470.02/EA	37,689	
		(2 ADD'L LIGHTS ADDED W/ALFRED STREET PROJECT)		
		SCHOOL FLASHERS - 4 @ $589.59/EA	2,359	
		TRAFFIC LOOP REPAIRS	2,280	
		TRAFFIC SIGNAL BULB REPLACEMENT W/LED ($40-$60/EA)	1,600	
		LED TRAFFIC SIGNAL CONVERSION FROM REGULAR BULBS	4,000	
541.47-10	PRINTING & BINDING	PRINTS OF MAPS, PLANS, BUSINESS CARDS, AND OTHER		300
		PRINTED FORMS OF COMMUNICATION AS NEEDED	300	
541.51-10	OFFICE SUPPLIES	GENERAL OFFICE SUPPLIES	200	200
		SUPPLIES INCLUDING INK PENS, PAPER CLIPS, STAPLES,		
		WHITE-OUT, BINDERS, INDEXES AND LABELS, AS NEEDED		
541.52-10	OPERATING SUPPLIES	PURCHASE HARDWARE, SMALL TOOLS, SAFETY EQUIPMENT		3,000
		AND SUPPORT MATERIALS AS NEEDED	2,907	
		FIRST AID KITS FOR ALL ROADS VEHICLES	93	
541.52-15	FUEL COSTS	FUEL COST FOR NEW EMPLOYEES	4,622	4,622
541.52-25	UNIFORMS	UNIFORM RENTAL SERVICE FOR ALL ROADS EMPLOYEES	1,010	2,150
		WORK BOOTS FOR EACH EMPLOYEE ($150/EA)	600	
		MOVING FROM GS BUDGET	450	
		4.SHIRTS-ONE FOR EACH EMPLOYEE W/CITY&NAME($40/EA)	40	
		T-SHIRTS-5 FOR EACH EMPLOYEE ($10/EA)	50	
541.52-59	GEN SVCS SIGN MATERIALS	STREET SIGN MATERIALS (INCLUDING SIGN BLANKS,		7,500
		VINYL, EMERGENCY REGULARTORY SIGNS)	2,500	
		STREET SIGN INTERLOCAL AGREEMENT WITH LAKE		
		COUNTY FOR SIGN REPLACEMENT TO COMPLY WITH STATE		
		MANDATED MUTCD RETRO-REFLECTIVITY GUIDELINES	5,000	
541.53-20	ROAD MATERIALS & SUPPLIES	MATERIALS FOR ROAD REPAIRS INCLUDING		49,331
		CONCRETE AND PATCH AS NEEDED	11,556	
		MILLING MATERIAL NEEDED FOR ROAD REPAIRS	3,500	
		ROAD STENCILS NEEDED FOR MARKINGS	275	
		THERMOPLASTIC AND STRIPING MATERIAL/SUPPLIES		
		FOR MAINTENANCE OF LINES AND MARKINGS	6,500	
		EROSION CONTROL FOR RIGHTS-OF-WAY	2,500	
		EMERGENCY PAVEMENT REPAIR DUE TO UNFORESEEN		
		CIRCUMSTANCES	25,000	
541.54-10	BKS, PUB, SUB, MEM, LIB	BOOKS, PUBLICATIONS, SUBSCRIPTIONS, MEMBERSHIPS		1,000
		IMSA (INT'L. MUNICIPAL SIGN ASSOCIATION)		
		SSC (SUNSHINE SAFETY COUNCIL)		
		CODE BOOKS/REFERENCE MANUALS AS NEEDED	1,000	
541.63-10	STREET SIGN REPLACEMENT	NO AMOUNT BUDGETED	-	-
541.63-20	SIDEWALK REPAIR/CONST.	REPAIR AND CONSTRUCTION OF CITY SIDEWALKS	15,000	35,000
		SIDEWALK GRINDING PROGRAM		
		CONTRACTED TO CORRECT AREAS WITH TRIP HAZARDS &		
		NOT MEETING CURRENT ADA REQUIREMENTS	20,000	

FUND 001
DEPT 41
DIVISION 02

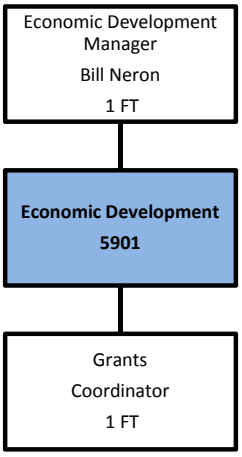
CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

STREET MAINTENANCE DIVISION EXPENDITURE JUSTIFICATION

ACCOUNT	DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2014-2015
541.63-30	PAVING	NO AMOUNT BUDGETED	-	-
541.64-14	EQUIP - NEW COMPUTERS	NEW TOWER, MONITOR, KEYBOARD FOR ROADS MANAGER, FOREMAN, ADMINISTRATIVE ASSISTANT	1,000	1,000
541.64-15	EQUIP - NEW	VIBRATORY PLATE COMPACTOR	1,474	2,593
		CONCRETE SAW - MAKITA 16" POWER CUTTER	1,119	
541.64-17	EQUIP-NEW VEHICLES	NO AMOUNT BUDGETED	-	-
541.64-25	FUTURE PROJECTS	ALFRED STREET LIGHTING	115,000	115,000
541.64-50	CAPITAL GRANT MATCH	NO AMOUNT BUDGETED	-	-

Economic Development

Department 59



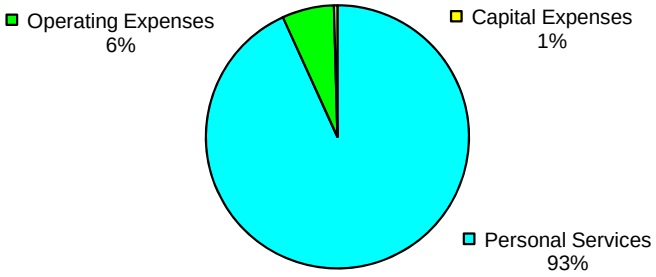
Position Summary

Authorized Positions	Pos. #	2012-2013	2013-2014	2014-2015
Full Time:				
Economic Development Dir	12001	1	1	1
Grants Coordinator	59001	1	1	1
No. of Full Time		2	2	2
Part Time:				
Water Taxi Captain	59003	1	0	0
No. of Part Time:		1	0	0
Total No. of Positions:		**3**	**2**	**2**
Total FTEs:		**2.38**	**2**	**2**

Budget Summary

Department Summary	Audited Actuals 2012-2013	Revised Budget 2013-2014	Adopted Budget 2014-2015	% Change Over FY 13-14
Economic Development-5901				
Personal Services	183,586	194,755	**207,078**	6.33%
Operating Expenses	10,142	15,691	**14,171**	-9.69%
Capital Expenses	1,237	158,763	**933**	-99.41%
Debt				
Grand Total Eco. Dev.	**$ 194,965**	**$ 369,209**	**$ 222,182**	**-39.82%**
Percentage of Fund Budget	*1.27%*	*2.70%*	*1.61%*	

2015 APPROPRIATIONS



2015 OPERATING BUDGET

ECONOMIC DEVELOPMENT/GRANTS - 5901 PROGRAM HIGHLIGHTS

DEPARTMENT MISSION

The Economic Development Department implements the Council approved Economic Development Plan that focuses on the development of target sectors. The plan includes the "Medical Village" across from Florida Hospital Waterman, downtown revitalization and special events, Tavares Seaplane Base & Marina, railroad infrastructure improvements and development of a "rail village", attracting aviation industries and the enhancement of recreation, sports and tournament facilities and a redevelopment of the SR19 corridor. The Economic Development Department strives to cultivate an environment that facilitates the success of existing businesses and the attraction of new businesses to enhance the overall economic health of our community.

DEPARTMENT DESCRIPTION:

The Economic Development Department serves as the concierge to the business community by helping our existing businesses to grow and prosper and to help new businesses be successful. Responsibilities include: administering City incentive programs, providing services for business placement, retention, expansion and recruitment, implementing programs that foster growth and prosperity, create and coordinate major events to stimulate the local economy and pursue State and Federal grants to improve City facilities and programs. These activities will create jobs and improve the quality of life for the citizens in the Tavares community.

SERVICE INDICATORS:

	Indicator Description	Actual 2012	Actual 2013	Est. 2014	Projected 2015
1.	Tax Base Percentage for Non-residential Taxable	35%		29.30%	27%
2.	Value of New Commercial Construction	$13,041,838	$10,000,000	$13,000,000	$13,000,000
3.	Number of New Business Licenses	112	150	120	120
5.	Number of Special Events Hosted	21	24	20	28

2015 Goals

Organizational Development

Provide City employees with an awareness of the strategy, actions and benefits of economic development and re-development of the City.

Growth and Development

To foster a progressive quality of life that promotes safety, business creation, community events, recreational and sporting activities for citizens while recognizing the historical heritage of the community.

Citizen and Customer Service Focus

To create an environment that promotes citizen satisfaction with the provision of essential services.

Innovation and Technology

To utilize technology as a driver to foster innovation in the delivery of high quality governmental services in an efficient and economical manner, and to provide effective means and methods that ensures timely and relevant information being provided to citizens of Tavares.

Organizational Performance

To foster a professional organizational culture where economies of scale, efficiency, effectiveness and ethical standards are promoted as the integral components of successful operations.

2015 Objectives

1. Communicate with City staff and City Council on commercial development, special events, economic impact and incentives on a regular basis. (Goal 1)
2. Promote the economic development of the City by engaging in activities that promote business retention and growth of existing businesses and the recruitment of new businesses. (Goal 2)
3. Promote economic opportunity for area residents, property owners, and businesses by promoting intense development, where appropriate, within the Downtown core. (Goal 2)
4. Implement the recommendations in the CRA Master Plan Update. (Goal 2)
5. Plan, permit, design and develop the Wooton Park Expansion property. (Goal 3)

2014 OPERATING BUDGET

ECONOMIC DEVELOPMENT/GRANTS - 5901 (continued) PROGRAM HIGHLIGHTS

2015 Objectives (continued)

6. Facilitate 18 special events at the waterfront at Wooton Park. (Goal 3)
7. Monitor grant and funding opportunities to assist in City programs and operations. (Goal 4)
8. Support the financial and market growth of the Tavares Seaplane Base & Marina with greater facility awareness, customer service, special events and administrative support. (Goal 4, Goal 6)
9. Produce useful, detailed and timely special event task schedules for supporting City departments. (Goal 6)
10. Develop Economic Development Tool Kit & Marketing Materials (Goal 2, Goal 5)
11. Incorporate the Seaplane Base into the CFASPP/FASP for long range FAA funding goals. (Goals 2)
12. Develop and facilitate a 100 year celebration of the first seaplane flight in Tavares. (Goal 3)
13. Create an updated Economic Development Plan. (Goal 1, Goal 5)

2014 Accomplishments

Customer Focus, Innovation & Technology, and Organizational Performance

1. Produced Economic Impact Reports
2. Implemented a voucher program with events to bring money to Community Redevelopment Area restaurants & entertainment district.
3. Facilitated and built the Tavares Train Depot historic replica, with the Tavares Chamber of Commerce and the Orange Blossom Cannonball Railroad for tenants.
4. Coordinated 20+ special events in Wooton Park.
5. Improved Seaplane Ramp access
6. Applied for grants: FBIP, LWCF
7. Applied for and received a total of $22,500 from Lake County TDC funds for events at Wooton Park

FUND	**001**	**CITY OF TAVARES**
DEPT	**59**	**ADOPTED BUDGET**
DIVISION	**01**	**FISCAL YEAR 2014-2015**

ECONOMIC DEVELOPMENT EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2012-2013	REVISED BUDGET 2013-2014	ADOPTED BUDGET 2014-2015	% CHANGE OVER FY 13-14
SALARIES AND BENEFITS					
559.12-10	REGULAR SALARIES	141,808	142,253	**146,521**	3.00%
559.21-10	FICA / MED TAXES	10,204	10,026	**10,531**	5.04%
559.22-20	FL STATE RETIREMENT	11,911	21,416	**25,481**	18.98%
559.23-10	HEALTH INSURANCE	12,065	10,022	**11,474**	14.49%
559.23-15	DENTAL INSURANCE	500	544	**605**	11.21%
559.23-20	LIFE INSURANCE	780	807	**597**	-26.02%
559.23-21	SHORT-TERM DISABILITY INS	525	507	**510**	0.59%
559.23-30	DEPENDENT HEALTH INSURANCE	4,810	8,087	**10,427**	28.94%
559.23-35	DEPENDENT DENTAL INSURANCE	198	257	**244**	-5.06%
559.23-40	LONG TERM DISABILITY	359	484	**380**	-21.49%
559.24-10	WORKERS' COMPENSATION	426	352	**308**	-12.50%
559.25-10	UNEMPLOYMENT COMPENSATION	-	-	**-**	0.00%
* SALARIES AND BENEFITS		183,586	194,755	**207,078**	6.33%
OPERATING EXPENDITURES					
559.40-10	TRAVEL & PER DIEM	1,402	3,510	**3,510**	0.00%
559.41-10	TELEPHONE	1,557	1,680	**1,604**	-4.52%
559.41-20	OTHER COMMUNICATION	-	-	**100**	100.00%
559.41-30	POSTAGE	78	50	**100**	100.00%
559.44-10	RENTALS & LEASES	-	-	**-**	0.00%
559.45-10	LIABILITY	3,878	4,271	**4,947**	15.83%
559.47-10	PRINTING & BINDING	49	3,338	**700**	-79.03%
559.48-60	SPONSORED EVENTS	-	250	**250**	0.00%
559.49-10	ADVERTISING	182	400	**500**	25.00%
559.51-10	OFFICE SUPPLIES	250	500	**500**	0.00%
559.52-10	OPERATING SUPPLIES	1,401	692	**800**	15.61%
559.52-11	DURABLE GOODS	-	-	**160**	100.00%
559.54-10	BKS, PUB, SUB, MEM, LIB	1,345	1,000	**1,000**	0.00%
* OPERATING EXPENDITURES		10,142	15,691	**14,171**	-9.69%
CAPITAL EXPENDITURES					
559.64-13	EQUIP - COMP REPLACEMENT	-	-	**933**	100.00%
559.64-25	FUTURE PROJECTS	1,237	158,763	**-**	-100.00%
* CAPITAL EXPENDITURES		1,237	158,763	**933**	-99.41%
TOTAL ECONOMIC DEVELOPMENT		**194,965**	**369,209**	**222,182**	**-39.82%**

FUND 001
DEPT 59
DIVISION 01

CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

ECONOMIC DEVELOPMENT EXPENDITURE JUSTIFICATION

ACCOUNT	DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2014-2015
559.12-10	REGULAR SALARIES	SALARIES FOR REGULAR EMPLOYEES	146,521	146,521
559.21-10	FICA / MED TAXES	SOCIAL SECURITY AND MEDICARE TAX BENEFIT	10,531	10,531
559.22-20	FL STATE RETIREMENT	FRS RETIREMENT CONTRIBUTIONS FOR REGULAR EMPLOYEES	25,481	25,481
559.23-10	HEALTH INSURANCE	HEALTH INSURANCE PREMIUMS FOR EMPLOYEES	11,474	11,474
559.23-15	DENTAL INSURANCE	DENTAL INSURANCE PREMIUMS FOR EMPLOYEES	605	605
559.23-20	LIFE INSURANCE	LIFE INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	597	597
559.23-21	SHORT-TERM DISABILITY	SHORT-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	510	510
559.23-30	DEPENDENT HEALTH INSURANC	SUBSIDIZED HEALTH INSURANCE PREMIUMS FOR		10,427
		EMPLOYEES' DEPENDENTS	10,427	
559.23-35	DEPENDENT DENTAL INSURANC	SUBSIDIZED DENTAL INSURANCE PREMIUMS FOR		244
		EMPLOYEES' DEPENDENTS	244	
559.23-40	LONG TERM DISABILITY	LONG-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	380	380
559.24-10	WORKERS' COMPENSATION	WORKERS' COMPENSATION INSURANCE	308	308
559.40-10	TRAVEL & PER DIEM	CHAMBER LUNCHEONS	250	3,510
		CENTRAL FLORIDA PARTNERSHIP REGIONAL GA	150	
		FEDC BOARD MEETING	250	
		COMMUNITY SERVICE AWARDS	60	
		FEDC CONFERENCE	1,500	
		ECONOMIC DEVELOPMENT SUMMIT	100	
		FAC CONFERENCE	1,200	
559.41-10	TELEPHONE	NEXTEL	1,604	1,604
559.41-20	OTHER COMMUNICATION	OTHER COMMUNICATION	100	100
559.41-30	POSTAGE	POSTAGE FOR GRANT PACKETS, ETC	100	100
559.45-10	LIABILITY	GENERAL LIABILITY INSURANCE	4,947	4,947
559.47-10	PRINTING & BINDING	SEAPLANE BASE & MARINA TRIFOLD (ROLLOVER FRC)	600	700
		PRINTING OF GRANT PACKETS	100	
559.48-60	SPONSORED EVENTS	SUMMIT SPONSORSHIP	250	250
559.49-10	ADVERTISING	PROMOTIONAL ITEMS FOR FY15, FOLDERS, PENS, GIVEAWAYS	500	500
559.51-10	OFFICE SUPPLIES	GENERAL OFFICE SUPPLIES	500	500
559.52-10	OPERATING SUPPLIES	CITY SHIRTS PER POLICY	800	800
559.52-11	DURABLE GOODS	REPLACEMENT MONITOR	160	160
559.54-10	BKS, PUB, SUB, MEM, LIB	FCCMA, ICMA, SPA, FEDC	1,000	1,000
559.64-13	EQUIP - COMP REPLACEMENT	REPLACEMENT COMPUTER	933	933
559.64-25	FUTURE PROJECTS	NO AMOUNT BUDGETED	-	-

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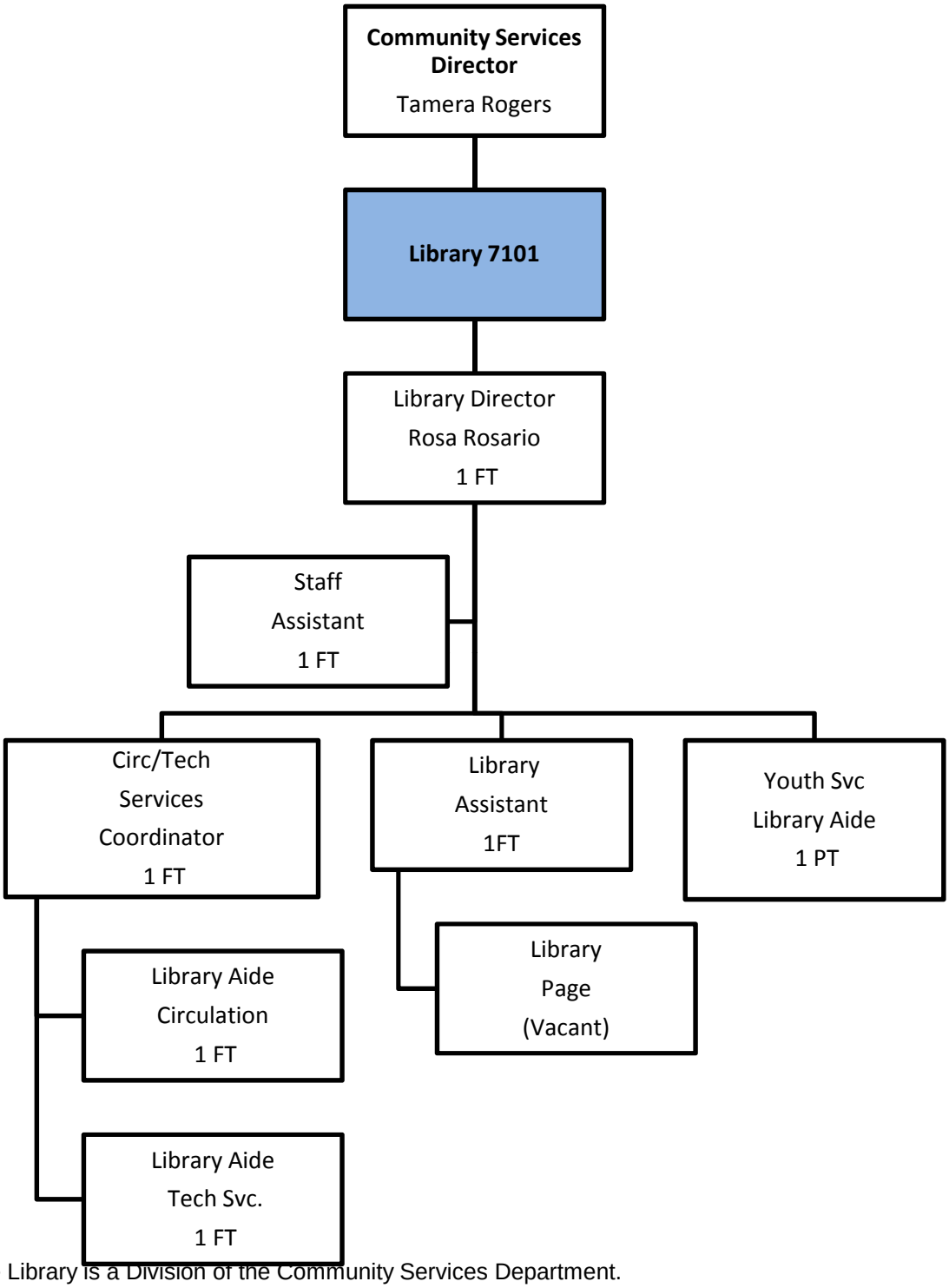
Library

Division 71*



*The Library is a Division of the Community Services Department.

Position Summary

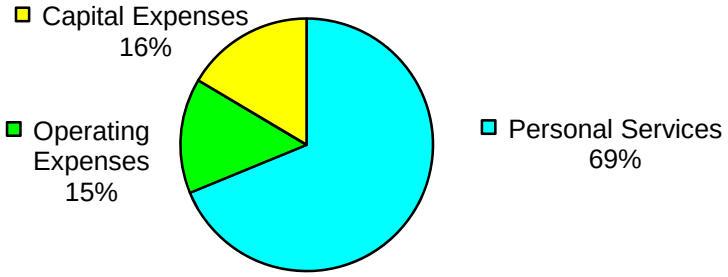
Authorized Positions	Pos. #	2012-2013	2013-2014	2014-2015
Full Time:				
Circ/Tech Svc Coordinator	22011	1	0	0
Library Aide-Circulation	22003	1	1	1
Library Aide-Tech Services	22006	1	1	1
Library Assistant	22008	1	0	0
Library Catalog Technician	71002	0	1	1
Library Director	22001	1	1	1
Library Reference Asst.	71001	0	1	1
Youth Services Specialist [1]	22004	0	1	0
Reference Librarian	22009	1	0	0
Staff Assistant	22007	1	1	1
No. of Full Time		7	7	6
Part Time:				
Lib. Aide-Youth Services	22010	1	0	0
Library Page	22005	3	0	0
Youth Services Specialist	22004	0	0	1
No. of Part Time:		4	0	1
Total No. of Positions:		**11**	**7**	**7**
Total FTEs:		**9**	**7**	**6.5**

1. Position was budgeted at FT in FY2014, but returned to PT for FY2015

Budget Summary

Division Summary	Audited Actuals 2012-2013	Revised Budget 2013-2014	Adopted Budget 2014-2015	% Change Over FY 13-14
Library-7101				
Personal Services	341,486	334,115	**356,015**	6.55%
Operating Expenses	61,902	85,140	**76,383**	-10.29%
Capital Expenses	58,480	92,456	**85,199**	-7.85%
Grand Total Library	**$ 461,868**	**$ 511,711**	**$ 517,597**	**1.15%**
Percentage of Fund Budget	*3.00%*	*3.74%*	*3.75%*	

2015 APPROPRIATIONS



LIBRARY - 7101 PROGRAM HIGHLIGHTS

DIVISION MISSION

The mission of the City of Tavares Public Library is to provide quality services, resources and facilities that promote lifelong learning opportunities to our diverse and changing population. Through literacy development, fostering the self-learning process, and offering cultural and recreational programs the Library enhances the quality of life of our customers.

DIVISION DESCRIPTION (Services, Functions, and Activities)

In striving to meet the needs of a diverse population, we offer a wide array of periodicals, newspapers, popular fiction, non-fiction in print, audio, electronic and video formats, a Spanish language collection as well as an Adult Literacy collection. Computers available to provide access to those less fortunate to do research, homework, and apply for jobs. Those patrons wishing to learn a foreign language are pleased to know that the Library also carries a selection of language CDs, Mango Languages featuring 37 foreign languages and 14 English as a Second Language (ESL) for use on PC and mobile devices accessible with their Tavares Library card, and Rosetta Stone in four levels of English, Spanish and one level of French through our public access computers. Basic computer classes are taught as well as a wide variety of other reference services through the "Book a Librarian" program by appointment. Beginning level conversational English classes, Tutor and Learner opportunities, and adult literacy programs at the Library. Staff also provides reference help via the Ask a Librarian online text and chat service that is available statewide to all Florida residents. The Library offers a cool, relaxing atmosphere in which to read or study in the open area and Wi-Fi is available throughout the building. As a member of the Lake County Library System, the Library opens its collection of 47,041 items to that of the other 14 participating libraries for a combined collection of 688,639 items. On-line reference databases are available for all library users and a large selection of books on CD, Digital Audio Device, MP3, video, DVD, music CDs, CD-ROMs and electronic games. The Library also sponsors cultural programming and the talents of local and county performers. Lifelong learning programs are also presented throughout the year.

SERVICE INDICATORS

	Indicator Description	Actual 2012	Actual 2013	Est. 2014	Projected 2015
1.	Circulation	113,355	108,800	180,720	173,455
2.	Reference Questions	53,948	58,914	56,178	61,352
3.	Internet Use	37,857	40,146	39,299	41,684
4.	Number of Cardholders	13,897	12,685	16,959	15,480
5.	Program Attendees	5,389	6,106	5,377	6,092
6.	Door Count	NA	206,287	213,087	197,148
7.	New Cardholders	1,234	1,233	1,191	1,302

2015 Goals

Organizational Development

The Library will provide education and training opportunities for staff to increase their ability to serve our users successfully.

Growth and Development

The Library will increase circulation, customer satisfaction and creative use of staff and volunteer talents; maintain adequate service hours and continue to provide up to date information and support the recreational reading habits of our users through paper and digital means.

City Lifestyle

The Library will meet the community's information needs by offering computers, newspapers, magazines and relevant non-fiction to all customers to stay abreast of City, state, national and world news. Library events and activities will be posted to the City and County web calendars, which also interface with the Lake County Library System web page. City events will be posted in the Library.

Citizen and Customer Service Focus

The Library will maintain its customer service focus and provide service that exceeds expectations. It will continue to facilitate and coordinate activities and programs with the Friends of the City of Tavares Public Library and the other units within the Community Services department.

Innovation and Technology

The Library will provide access to technology instruction, assist with database instruction and help users with eReader devices the Library's Wi-Fi. Staff will continue to notify our users of Library activities and events through digital means via the internet and social media.

LIBRARY - 7101 (continued) PROGRAM HIGHLIGHTS

2015 Goals (Continued)

Organizational Performance

The Library will use staff and volunteer talents to offer service, information and technology to assist the needs of our citizens.

2015 Objectives

1. Apply for Impact fee money to expand our library.
2. Cooperate with the school district libraries to strengthen community resources.
3. Identify community needs and provide program and services to meet such needs.
4. Cooperate with other organizations, agencies, and institutions which can provide local programs or services.
5. Continue to provide staff development and training and effectively communicate with staff through regular meetings, sue of technology (blogs, email, etc.) and face-to-face interaction.
6. Reorganize staff work areas to optimize working space.
7. Increase our talented and diverse group of volunteers to assist in providing library services, and regularly recognize volunteers for the contributions.
8. Continuously improve collections to meet the immediate needs of the community and to provide a solid foundation for future development.
9. Continue to expand computer applications to meet the needs of the library and community
10. Continue to provide computer classes and training on eReaders and mobile devices.
11. Increase programs for teens.
12. Continue working to create a welcoming environment for those with limited literacy.
13. Train staff in customer service principles and provide scripts for promoting services and resources.
14. Continue to participate in community events as feasible.
15. Install flat screen monitor to promote programs and services.

2014 Accomplishments

1. Added new flooring (Friends of the Library), upholstered 60 chairs, and partial painting of the library
2. Installed canopies to secure the shelving units and moved all the units to provide the correct spacing in accordance with ADA regulations.
3. Friends of the Library bought two outside tables, providing the teens with a nice game and chat place.
4. Friends of the Library bought automatic front door to help elders and handicapped people in their way in and out the library.
5. Updated the entire library collection and withdrew old and damaged library resources.
6. Increased library service hours from 51 to 54 hours to the public which included opening Monday to Saturday at 9:30 am and maintain evening hours 5 days per week with 2 nights of extended evening hours.
7. Circulation staff handled 108,800 transactions.
8. Cash receipts (fines, copies, fax, and contributions) totaled $18,333.
9. Provided 40,146 Internet uses to the public.
10. Tavares Public Library borrowed 25,279 resources from Lake County Library System.
11. Tavares Public Library loaned 15,178 resources to Lake County Library System.
12. Presented 261 public programs serving 6,106 children, teens and adults.
13. Served 206,287 visitors and provided 1,233 new cards.
14. Volunteers worked 791 hours from December 2012 to September 2013
15. Answered 58,914 reference and informational questions.
16. Participated in the annual Lake County Library System Book Fest (formerly Festival of Reading) and won "Best Overall" presentation.
17. System wide increase of e-books totaled 8,137.
18. Tavares Public Library has 45,410 resources: Print Books, CD Books, VHS, DVD's, Music CD, MP3, DAD Games.
19. Published bi-monthly library newsletter
20. Visited six assisted living facilities promoting library services and programs
21. Conducted two book sales.
22. Participated in City events such as: Christmas, 4th of July, Senior Shake Down and sport events.

LIBRARY - 7101 (continued) PROGRAM HIGHLIGHTS

2014 Accomplishments (Continued)

We also provided:

1. Conversational English classes.
2. Conversational Spanish classes.
3. Basic English, ESoL classes, Pre-GED Classes, Citizenship Classes and Test of English as a Foreign Language Classes.
4. Summer Reading Program and Winter Carnival for Youth, Teens and Adults.
5. eReader Clinic to assist library users with the Overdrive Digital Library service
6. National Library Week special cultural programs
7. Community events for the family: Lake Concert Band, Lake County Ladies Chorus, Bay Street Players, and conference such as Preventing Identity Theft, Put Pain in its Place, Social Security: What you need to know; Florida Will & Trusts.
8. Children monthly clubs and programs: Lego Club, Chess Club, Grab-bag crafts, Storytime, Bilingual Storytime, Wii and Board Games.
9. Adult clubs and other services: Book Club, Root & Branches Genealogy Club, SHINE, eReader Clinics, English and Spanish Classes, Computer basic training.
10. Public access to computers and Wi-Fi.
11. Basic help with tech skills on digital resources, email, PowerPoint, Word Documents, etc.

Friends of the Library received $100,000 donation and provided:

1. New flooring for $27,000
2. Library moved and replaced youth collection ($9,475)
3. Outside tables for the teens ($2,345)
4. AWE Digital Learning Solution (children education computer program $3,200)
5. Automatic front door ($7,000)
6. Winter Carnival games and prizes ($2,720)
7. World Book collection ($1,604)
8. Library shelves ($2,200)

FUND	001	CITY OF TAVARES
DEPT	71	ADOPTED BUDGET
DIVISION	01	FISCAL YEAR 2014-2015

LIBRARY DIVISION EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2012-2013	REVISED BUDGET 2013-2014	ADOPTED BUDGET 2014-2015	% CHANGE OVER FY 13-14
SALARIES AND BENEFITS					
571.12-10	REGULAR SALARIES	261,073	256,987	**271,139**	5.51%
571.21-10	FICA / MED TAXES	18,853	18,113	**19,629**	8.37%
571.22-10	RETIREMENT	9,454	9,664	**9,954**	3.00%
571.22-20	FL STATE RETIREMENT	5,882	6,806	**7,907**	16.18%
571.23-10	HEALTH INSURANCE	36,020	29,589	**33,583**	13.50%
571.23-15	DENTAL INSURANCE	1,501	1,632	**1,816**	11.27%
571.23-20	LIFE INSURANCE	1,371	1,402	**1,053**	-24.89%
571.23-21	SHORT-TERM DISABILITY INS	999	968	**1,016**	4.96%
571.23-30	DEPENDENT HEALTH INSURANCE	4,563	6,777	**7,941**	17.18%
571.23-35	DEPENDENT DENTAL INSURANCE	595	772	**733**	-5.05%
571.23-40	LONG TERM DISABILITY	627	839	**674**	-19.67%
571.24-10	WORKERS' COMPENSATION	548	566	**570**	0.71%
* SALARIES AND BENEFITS		341,486	334,115	**356,015**	6.55%
OPERATING EXPENDITURES					
571.32-20	BOARD MEMBER PAYMENTS	1,020	1,400	**1,400**	0.00%
571.34-10	CONTRACTUAL SERVICES	3,104	7,140	**7,140**	0.00%
571.40-10	TRAVEL & PER DIEM	668	2,200	**2,000**	-9.09%
571.41-10	TELEPHONE	830	863	**864**	0.12%
571.41-20	OTHER COMMUNICATION	5,436	5,400	**5,400**	0.00%
571.41-30	POSTAGE	723	1,000	**1,000**	0.00%
571.43-10	ELECTRIC, WATER, GAS	18,087	21,811	**19,480**	-10.69%
571.44-10	RENTALS & LEASES	1,991	2,300	**2,300**	0.00%
571.45-10	LIABILITY	9,206	10,141	**11,794**	16.30%
571.46-10	REPAIR & MAINT. - BUILDING	1,950	2,800	**3,000**	7.14%
571.46-17	INSURANCE RECOVERY	901	-	**-**	0.00%
571.46-20	REPAIR & MAINT. - COMPUTER	-	500	**500**	0.00%
571.47-20	PRESERVATION OF BOOKS	71	75	**75**	0.00%
571.48-40	ADULT PROGRAMS	558	1,000	**1,500**	50.00%
571.48-50	CHILDREN'S READING PROG.	2,868	3,000	**3,000**	0.00%
571.51-10	OFFICE SUPPLIES	615	800	**800**	0.00%
571.52-10	OPERATING SUPPLIES	6,423	10,280	**6,500**	-36.77%
571.52-11	DURABLE GOODS	1,562	1,300	**1,780**	36.92%
571.52-15	FUEL COSTS	207	300	**250**	-16.67%
571.52-37	FRIENDS OF LIBRARY EXPEND	-	5,230	**-**	-100.00%
571.54-10	BKS, PUB, SUB, MEM, LIB	5,682	7,600	**7,600**	0.00%
* OPERATING EXPENDITURES		61,902	85,140	**76,383**	-10.29%
CAPITAL EXPENDITURES					
571.64-10	EQUIP - REPLACEMENT	9,787	-	**-**	0.00%
571.64-13	EQUIP - COMP REPLACEMENT	-	-	**2,799**	100.00%
571.64-15	EQUIP - NEW	12,132	-	**-**	0.00%
571.64-23	SOFTWARE	-	-	**1,200**	100.00%
571.64-25	FUTURE PROJECTS	-	40,000	**40,000**	0.00%
571.64-55	FRIENDS OF THE LIBRARY	-	13,256	**-**	-100.00%
571.66-10	STANDING ORDER NATL LIB	1,507	2,200	**2,200**	0.00%
571.66-20	MAJOR COLLECTIONS BOOKS	35,054	37,000	**39,000**	5.41%
* CAPITAL EXPENDITURES		58,480	92,456	**85,199**	-7.85%
TOTAL LIBRARY		**461,868**	**511,711**	**517,597**	**1.15%**

FUND 001
DEPT 71
DIVISION 01

CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

LIBRARY DIVISION EXPENDITURE JUSTIFICATION

ACCOUNT	DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2014-2015
571.12-10	REGULAR SALARIES	SALARIES FOR REGULAR EMPLOYEES	271,139	271,139
571.21-10	FICA / MED TAXES	SOCIAL SECURITY AND MEDICARE TAX BENEFIT	19,629	19,629
571.22-10	RETIREMENT	RETIREMENT CONTRIBUTIONS FOR REGULAR EMPLOYEES	9,954	9,954
571.22-20	FL STATE RETIREMENT	FRS RETIREMENT CONTRIBUTIONS FOR REGULAR EMPLOYEES	7,907	7,907
571.23-10	HEALTH INSURANCE	HEALTH INSURANCE PREMIUMS FOR EMPLOYEES	33,583	33,583
571.23-15	DENTAL INSURANCE	DENTAL INSURANCE PREMIUMS FOR EMPLOYEES	1,816	1,816
571.23-20	LIFE INSURANCE	LIFE INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	1,053	1,053
571.23-21	SHORT-TERM DISABILITY	SHORT-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	1,016	1,016
571.23-30	DEPENDENT HEALTH INSURANCE	SUBSIDIZED HEALTH INSURANCE PREMIUMS FOR		7,941
		EMPLOYEES' DEPENDENTS	7,941	
571.23-35	DEPENDENT DENTAL INSURANCE	SUBSIDIZED DENTAL INSURANCE PREMIUMS FOR		733
		EMPLOYEES' DEPENDENTS	733	
571.23-40	LONG TERM DISABILITY	LONG-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	674	674
571.24-10	WORKERS' COMPENSATION	WORKERS' COMPENSATION INSURANCE	570	570
571.32-20	BOARD MEMBER PAYMENTS	7 BOARDMEMBERS AT $20 PER MONTH FOR 10 MONTHS	1,400	1,400
571.34-10	CONTRACTUAL SERVICES	UNIQUE, SECURITY MONITORING, MANGO LANG. & MISC	7,140	7,140
571.40-10	TRAVEL & PER DIEM	PLA CONFERENCE	1,000	2,000
		2 FLA CONFERENCES (ROSA AND MARLI)	320	
		2 SEMINARS EMPLOYEE IMPROVEMENT	200	
		MISCELLANEOUS TRAVEL	480	
571.41-10	TELEPHONE	FAX LINE	864	864
571.41-20	OTHER COMMUNICATION	FRAME RELAY SERVICE, MANDATED LCLS	5,400	5,400
571.41-30	POSTAGE	LIBRARY CARDS, OVERDUE NOTICES, LETTERS & OTHER MISC	1,000	1,000
571.43-10	ELECTRIC, WATER, GAS	ELECTRIC	17,104	19,480
		WATER	2,376	
571.44-10	RENTALS & LEASES	COLOR COPIER RENTAL & MAINTENANCE		2,300
		B & W COPIER MAINTENANCE ONLY	2,300	
571.45-10	LIABILITY	GENERAL LIABILITY INSURANCE	11,794	11,794
571.46-10	BUILDING	1 OUT OF 5 COMMODES WORKING PROPERLY	3,000	3,000
571.46-17	INSURANCE RECOVERY	NO AMOUNT BUDGETED	-	-
571.46-20	COMPUTER	MISCELLANEOUS REPAIRS TO COMPUTERS	500	500
571.47-20	PRESERVATION OF BOOKS	MENDING BOOKS AND DVDS	75	75

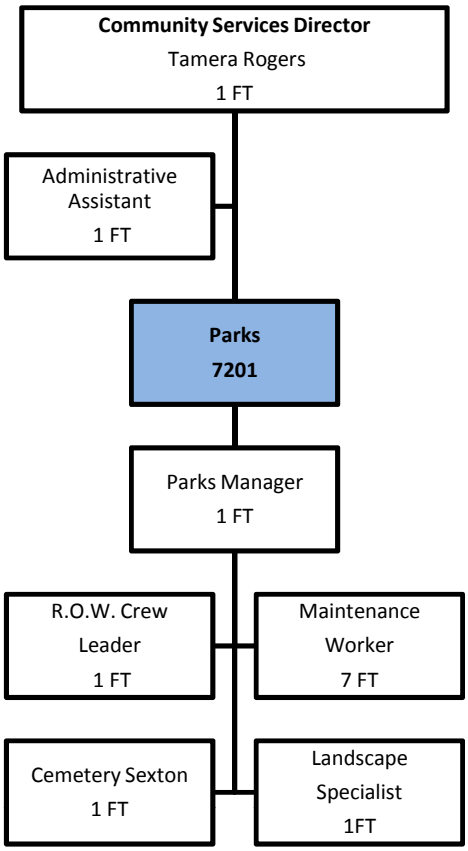
CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

LIBRARY DIVISION EXPENDITURE JUSTIFICATION

ACCOUNT	DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2014-2015
571.48-40	ADULT PROGRAMS	LAKE CONCERT BAND (2)	300	1,500
		LADIES TEA	200	
		BAY STREET PLAYERS (2)	150	
		LAKE COUNTY LADIES CHORUS	175	
		QUINTET	345	
		MISCELLANEOUS	330	
571.48-50	CHILDREN'S READING PROG.	SUPPLIES, CRAFT KITS, REFRESHMENTS, PRIZES FOR YOUTH BOOK CLUB, WEEKLY STORYTIME, SUMMER READING PROGRAM AND WINTER FESTIVAL	3,000	3,000
571.51-10	OFFICE SUPPLIES	GENERAL OFFICE ITEMS	800	800
571.52-10	OPERATING SUPPLIES	INCLUDES FAX CARTRIDGES, TONERS FOR 10 PRINTERS, IMAGING FEES FOR TWO COPIERS, STAFF SHIRTS, BOXES, SECURITY REPAIRS	6,500	6,500
571.52-11	DURABLE GOODS	3 STEEL SHELVING UNITS	560	1,780
		HANGING BAG FLOOR RACKS	500	
		MISCELLANEOUS	240	
		3 REPLACEMENT MONITORS	480	
571.52-15	FUEL COSTS	TRIPS TO MEETINGS, CITY HALL, AND SEMINARS	250	250
571.52-37	FRIENDS OF LIBRARY EXPEND	NO AMOUNT BUDGETED	-	-
571.54-10	BKS, PUB, SUB, MEM, LIB	PROFESSIONAL MEMBERSHIPS, PLA(1), ALA(2) FLA(5)	610	7,600
		YEARLY SUBSCRIPTIONS	6,990	
571.64-10	EQUIP - REPLACEMENT	NO AMOUNT BUDGETED	-	-
571.64-13	EQUIP - COMP REPLACEMENT	REPLACEMENT DESKTOPS (3)	2,799	2,799
571.64-14	EQUIP - NEW COMPUTERS	NO AMOUNT BUDGETED	-	-
571.64-15	EQUIP - NEW	NO AMOUNT BUDGETED	-	-
571.64-23	SOFTWARE	SOFTWARE TO UPGRADE LAPTOPS	1,200	1,200
571.64-25	FUTURE PROJECTS	CONCEPT PLAN TO EXPAND LIBRARY INTO RIDGE PARK NOTE: OFFSETTING REVENUE FROM LAKE COUNTY IMPACT FEES	40,000	40,000
571.66-10	STANDING ORDER NATL LIB	REFERENCE BOOKS BI-ANNUAL ALMANACS, BUSINESS DIRTORIES, ATLAS & SUPPLEMENTS TO UPDATE COLLECTION	2,200	2,200
571.66-20	MAJOR COLLECTIONS BOOKS	FICTION AND NON-FICTION BOOKS AND ALL CHILDRENS MATERIALS, DVD'S, MP3'S, AUDIO BOOKS, AND ACCELERATED READER MATERIALS, JUNIOR LIBRARY GUIDE UPDATE FLORIDA COLECTION, E-READERS, E-AUDIO BOOKS, LARGE PRINT BOOKS, RECORDED BOOKS, AND CD'S	39,000	39,000

Parks

Division 72*



*Parks is a Division of the Community Services Department.

Position Summary

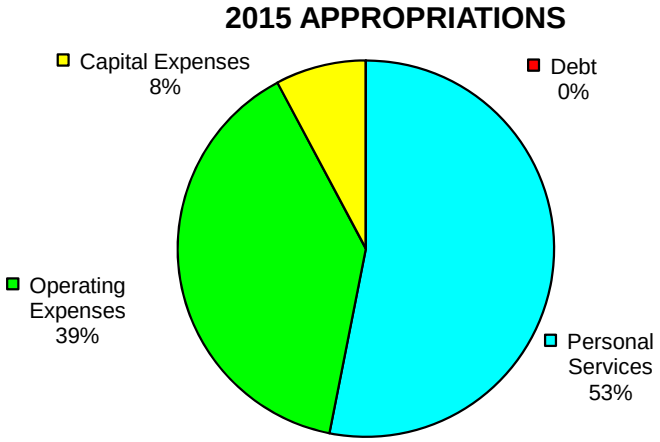
Authorized Positions	Pos. #	2012-2013	2013-2014	2014-2015
Full Time:				
Administrative Assistant[2]	18003	1	0	0
Administrative Coordinator[2]	3016	0	1	1
Cemetery Sexton	18006	1	1	1
Community Svc Director[2]	10025	1	1	1
Landscape Specialist	72003	1	1	1
Maintenance Workers	18005	7	7	7
Parks Manager	18004	1	1	1
Right of Way Crew Leader	18008	1	1	1
No. of Full Time		13	13	13
Total No. of Positions:		**13**	**13**	**13**
Total FTEs:		**13**	**13**	**13**

Notes:

1. Seasonal positions are not included in the FTE count.
2. Community Svcs Director and Admin Asst/Coord positions allocated 50% 7201 and 50% 7202

Budget Summary

	Audited Actuals 2012-2013	Revised Budget 2013-2014	Adopted Budget 2014-2015	% Change Over FY 13-14
Parks-7201				
Personal Services	623,824	652,332	**683,233**	4.74%
Operating Expenses	458,707	491,396	**503,017**	2.36%
Capital Expenses	12,498	110,844	**100,325**	-9.49%
Debt	-	-	**-**	0.00%
Grand Total Parks	**$ 1,095,029**	**$ 1,254,572**	**$ 1,286,575**	**2.55%**



PARKS - 7201 PROGRAM HIGHLIGHTS

DIVISION MISSION

It is the mission of the Parks Division to maintain quality parks, athletic fields and community facilities, streetscape and beautification programs around our gateways and downtown areas, and support for all special events offered to the residents of the City of Tavares in a financially responsible manner.

DIVISION DESCRIPTION *(Services, Functions, and Activities)*

The Parks Division is responsible for the constant maintenance of our parks, which include Wooton Wonderland, Squibb, Ingraham, Ridge, Aesop's, Tavares Dog Park, Tavares Nature Park, Tavares Recreation Park, Summerall Park, Fred Stover and Woodlea Sports Complexes. Additionally, the Parks Division is responsible for managing the maintenance contracts for Main Street, SR19, and the 441 medians, and for the maintenance of several miles of the City's rights-of-way, in addition to the grassy and planting areas near and around all the City-owned facilities, such as City Hall, the fire department, the public works facility, the Recreation offices, the Ingraham Center, the water plants, the 20-acre cemetery, 85 acres of perc ponds, the 5.3 acre retention pond and various other City-owned properties. The Parks team members support all City-owned special events as well as provide assistance to the Dragon Boat Festival, the Renaissance Faire, the Classic Race Boat Exhibition, the Antique Boat Show, the Jet Ski competitions, the African-American Heritage Celebration, all fishing tournaments held at both Wooton Park and the Tavares Recreation Park, and many other special events being held in or around the City.

The Parks Division is also responsible for the on-going maintenance and set-up of all the City's facilities to include the Civic Center, Ingraham Center and TRA room. The Division also has the responsibility to repair and maintain the City's playground equipment located at Wooton Park, Aesop's Park, Ingraham Park and Woodlea Sports Complex and the staff cleans daily 31 restroom stalls and empties 81 trash cans. Parks Division also maintains approximately 3,670 monuments in the Tavares Cemetery.

SERVICE INDICATORS

	Indicator Description	Actual 2012	Actual 2013	Est. 2014	Projected 2015
1.	Special Events Supported	20	22	22	22
2.	Acres of Cemetery Grounds Mowed/Maintained	20	20	20	20
3.	Cemetery Plots Marked and Sold	24	30	40	55
4.	Cemetery Grave Markers Trimmed Around	3,640	3,670	3,700	3,720
5.	Facility Set-ups Completed by Staff	665	690	695	700
6.	Bathrooms Cleaned & Maintained	31	31	33	33
7.	Acres of Perc Ponds & Surrounding Areas Mowed	85	85	85	85
8.	Number of Ball fields Maintained	8	10	10	10
9.	Number of Parks Maintained	19	19	20	20
10.	Miles of Rights of Way Mowed	19	19	19	19
11.	Miles of Rights of Way Edged	47.5	47.5	47.5	47.5
12.	Number of Medians Maintained	17	17	17	17
13.	Acres of Ballfields/Grounds Mowed/Maintained	300.78	340.78	340.78	340.78

2015 Goals

Organizational Development

To provide pertinent training opportunities for staff that will further increase their ability to provide services to City citizens

PARKS (continued) PROGRAM HIGHLIGHTS

Growth and Development

An increase in quality events, increased activity in our downtown area, customer satisfaction, beautification of our grounds, parks and downtown landscaped areas.

City Lifestyle

Foster a progressive quality of life that promotes safety, community events, and recreational and sporting activities for citizens while maintaining City traditions and values

Citizen and Customer Service Focus

Create an environment that promotes citizen satisfaction, which enhances the provision of essential services and promotes the City's target of self-sufficiency.

Innovation and Technology

Utilize technology initiatives to provide comprehensive scheduling of city recreational opportunities and sporting events

Organizational Performance

To foster a professional organizational culture where economies of scale, efficiency, effectiveness, and ethical standards are promoted as instruments of successful operations.

2015 Objectives

1. Continue excellence in customer service to the citizens of Tavares
2. Continue excellence in parks maintenance
3. Focus on enhancing existing park facilities
4. Focus on seeking para-professional training opportunities for staff
5. Focus on developing beautification projects throughout the City
6. Focus on supporting the special events that serve to encourage economic development
7. Install and maintain new landscaping on Alfred / Caroline Street one-way pairs
8. Focus on eradicating invasive plant materials at the Tavares Nature Park

2014 Accomplishments

Customer Focus, Innovation & Technology, and Organizational Performance

1. Installed a rain garden at the corner of St. Clair Abrams and Givens Street
2. Assisted in the design and decorating of Wooton Park for the holiday season
3. Installed new features at the Butterfly garden within Aesop's Park
4. Secured and installed 39 potted plants around the city to beautify the community
5. Created large seated area at the Library for teenagers
6. Enhanced the landscape areas at Woodlea Sports Complex, the Train Depot and areas on Disston Avenue
7. Installed new plant beds in front of City Hall
8. Enhanced special events, attracting more people to the downtown area
9. Continued with the FCT and other grant requirements of maintaining park lands

FUND	001
DEPT	72
DIVISION	01

CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

PARKS EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2012-2013	REVISED BUDGET 2013-2014	ADOPTED BUDGET 2014-2015	% CHANGE OVER FY 13-14
SALARIES AND BENEFITS					
572.12-10	REGULAR SALARIES	429,216	437,151	**445,505**	1.91%
572.14-10	OVERTIME	10,933	18,451	**20,000**	8.40%
572.21-10	FICA / MED TAXES	30,136	30,108	**31,928**	6.04%
572.22-20	FL STATE RETIREMENT	26,898	37,713	**41,394**	9.76%
572.23-10	HEALTH INSURANCE	70,757	57,987	**65,068**	12.21%
572.23-15	DENTAL INSURANCE	2,975	3,264	**3,632**	11.27%
572.23-20	LIFE INSURANCE	2,433	2,514	**1,819**	-27.65%
572.23-21	SHORT-TERM DISABILITY INS	1,770	1,736	**1,748**	0.69%
572.23-30	DEPENDENT HEALTH INSURANCE	29,389	45,361	**54,102**	19.27%
572.23-35	DEPENDENT DENTAL INSURANCE	2,084	2,533	**3,175**	25.35%
572.23-40	LONG TERM DISABILITY	1,112	1,509	**1,164**	-22.86%
572.24-10	WORKERS' COMPENSATION	13,307	14,005	**13,698**	-2.19%
572.25-10	UNEMPLOYMENT COMPENSATION	2,814	-	**-**	0.00%
*	SALARIES AND BENEFITS	623,824	652,332	**683,233**	4.74%
OPERATING EXPENDITURES					
572.31-60	PERMIT & COMPLIANCE FEES	300	300	**300**	0.00%
572.34-10	CONTRACTUAL SERVICES	102,471	117,213	**119,765**	2.18%
572.40-10	TRAVEL & PER DIEM	619	1,500	**1,500**	0.00%
572.41-10	TELEPHONE	4,322	4,665	**4,378**	-6.15%
572.41-30	POSTAGE	557	200	**200**	0.00%
572.43-10	ELECTRIC, WATER, GAS	222,847	243,903	**233,427**	-4.30%
572.44-10	RENTALS & LEASES	632	1,500	**2,000**	33.33%
572.45-10	LIABILITY	20,750	22,857	**26,583**	16.30%
572.46-25	REPAIR & MAINT. - MISC.	7,158	7,500	**7,500**	0.00%
572.47-10	PRINTING & BINDING	-	200	**200**	0.00%
572.51-10	OFFICE SUPPLIES	292	300	**300**	0.00%
572.52-10	OPERATING SUPPLIES	72,528	69,270	**73,350**	5.89%
572.52-11	DURABLE GOODS	3,334	2,200	**2,880**	30.91%
572.52-15	FUEL COSTS	19,504	15,488	**24,684**	59.38%
572.52-25	UNIFORMS	3,188	4,050	**5,700**	40.74%
572.54-10	BKS, PUB, SUB, MEM, LIB	205	250	**250**	0.00%
*	OPERATING EXPENDITURES	458,707	491,396	**503,017**	2.36%
CAPITAL EXPENDITURES					
572.64-10	EQUIP - REPLACEMENT	1,555	21,454	**12,500**	-41.74%
572.64-13	EQUIP - COMP REPLACEMENT	-	-	**2,799**	100.00%
572.64-14	EQUIP - NEW COMPUTERS	-	1,100	**-**	-100.00%
572.64-15	EQUIP - NEW	1,099	47,100	**57,526**	22.14%
572.64-25	FUTURE PROJECTS	9,844	41,190	**27,500**	-33.24%
*	CAPITAL EXPENDITURES	12,498	110,844	**100,325**	-9.49%
TOTAL	**PARKS**	**1,095,029**	**1,254,572**	**1,286,575**	**2.55%**

CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

PARKS DIVISION EXPENDITURE JUSTIFICATION

ACCOUNT	DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2014-2015
572.12-10	REGULAR SALARIES	SALARIES FOR REGULAR EMPLOYEES	445,505	445,505
572.14-10	OVERTIME	WAGES FOR HOURS WORKED IN EXCESS OF REGULAR TIME	20,000	20,000
572.21-10	FICA / MED TAXES	SOCIAL SECURITY AND MEDICARE TAX BENEFIT	31,928	31,928
572.22-20	FL STATE RETIREMENT	FRS RETIREMENT CONTRIBUTIONS FOR REGULAR EMPLOYEES	41,394	41,394
572.23-10	HEALTH INSURANCE	HEALTH INSURANCE PREMIUMS FOR EMPLOYEES	65,068	65,068
572.23-15	DENTAL INSURANCE	DENTAL INSURANCE PREMIUMS FOR EMPLOYEES	3,632	3,632
572.23-20	LIFE INSURANCE	LIFE INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	1,819	1,819
572.23-21	SHORT-TERM DISABILITY	SHORT-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	1,748	1,748
572.23-30	DEPENDENT HEALTH INSURANC	SUBSIDIZED HEALTH INSURANCE PREMIUMS FOR EMPLOYEES' DEPENDENTS	54,102	54,102
572.23-35	DEPENDENT DENTAL INSURANC	SUBSIDIZED DENTAL INSURANCE PREMIUMS FOR EMPLOYEES' DEPENDENTS	3,175	3,175
572.23-40	LONG TERM DISABILITY	LONG-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	1,164	1,164
572.24-10	WORKERS' COMPENSATION	WORKERS' COMPENSATION INSURANCE	13,698	13,698
572.25-10	UNEMPLOYMENT COMPENSATION	NO AMOUNT BUDGETED	-	-
572.31-60	PERMIT & COMPLIANCE FEES	DEP ANNUAL LEASE FEE FOR TRP FISHING PIER	300	300
572.34-10	CONTRACTUAL SERVICES	ANNUAL MAINTENANCE FOR HWY 19 MEDIANS	22,600	119,765
		MAIN STREET MAINTENANCE	27,545	
		MAIN ST. PALM TREE MAINTENANCE	3,440	
		AQUATIC PLANT MANAGEMENT	1,500	
		PLANT MITIGATION AT TAVARES NATURE PARK	5,500	
		PLANT MITIGATION AT WOOTON PARK	6,500	
		PLANT MITIGATION AT TRP	6,000	
		HWY 441 IRRIGATION REPAIRS	10,000	
		HWY 441 MEDIAN MAINTENANCE	30,680	
		ANNUAL CEMETERY SOFTWARE MAINTENANCE FEE	1,000	
		DATA CONVERSION OF OLD CEMETERY SOTWARE INTO NEW SOFTWARE	5,000	
572.40-10	TRAVEL & PER DIEM	SEMINARS & TRAINING	1,500	1,500
572.41-10	TELEPHONE	NEXTEL	2,960	4,378
		FAX LINE	1,418	
572.41-30	POSTAGE	POSTAGE COSTS	200	200
572.43-10	ELECTRIC, WATER, GAS	ELECTRIC	85,452	233,427
		WATER	147,975	
572.44-10	RENTALS & LEASES	INCREASE IS DUE TO THE EXPANDING ROLES OF PARKS MAINTENANCE STAFF WITHIN OUR GROWING CITY, AND THE NEED FOR RENTING MORE EQUIPMENT TO ACCOMPLISH THOSE VARIOUS ROLES	2,000	2,000
572.45-10	LIABILITY	GENERAL LIABILITY INSURANCE	26,583	26,583
572.46-25	MISCELLANEOUS	VARIOUS REPAIR & MAINTENANCE ITEMS INCLUDING TURF, IRRIGATION,EQUIPMENT,ETC. INCREASE IS TO COVER ADDITIONAL IRRIGATION INSTALLATION THROUGHOUT THE CITY PARK AREAS	7,500	7,500
572.47-10	PRINTING & BINDING	BUSINESS CARDS,FACILITY RESERVATION FORMS, BROCHURES, ETC.	200	200

FUND 001
DEPT 72
DIVISION 01

CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

PARKS DIVISION EXPENDITURE JUSTIFICATION

ACCOUNT	DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2014-2015
572.51-10	OFFICE SUPPLIES	GENERAL OFFICE SUPPLIES	300	300
572.52-10	OPERATING SUPPLIES	OPERATING SUPPLIES SUCH AS; PESTICIDES, SOD, MULCH, FERTILIZERS, PLANTS, SHRUBBERY, IRRIGATION SUPPLIES, & JANITORIAL SUPPLIES	73,350	73,350
572.52-11	DURABLE GOODS	2 MS251 CHAINSAWS	600	2,880
		30 BLACK TRASH RECEPTACLES NEEDED FOR WOODLEA SPORTS COMPLEX	1,800	
		3 REPLACEMENT MONITORS	480	
572.52-15	FUEL COSTS	FUEL COSTS	24,684	24,684
572.52-25	UNIFORMS	UNIFORMS	4,050	5,700
		11 PAIRS OF WORK BOOTS FOR PARKS STAFF AT $150 PP	1,650	
572.54-10	BOOKS, PUB, SUB, MEM, LIB	PUBLICATIONS AND MEMBERSHIPS	250	250
572.59-65	GRANT MATCH	NO AMOUNT BUDGETED	-	-
572.64-10	EQUIP - REPLACEMENT	KUBOTA LAWN MOWER TO REPLACE #446-2003 KUBOTA LAWN MOWER	12,500	12,500
572.64-11	EQUIP-VEHICLE REPLACEMENT	NO AMOUNT BUDGETED	-	-
572.64-13	EQUIP - COMP REPLACEMENT	3 REPLACEMENT COMPUTERS	2,799	2,799
572.64-14	EQUIP - NEW COMPUTERS	NO AMOUNT BUDGETED	-	-
572.64-15	EQUIP - NEW	T-650 T4 BOBCAT TRACK LOADER WITH BUCKET,FORKS, GRAPPLE, AND A 72" MOWER DECK	57,526	57,526
572.64-25	FUTURE PROJECTS	TAVARES NATURE PARK RESTORATION WORK	10,000	27,500
		SECURITY CAMERA FOR AESOP'S PARK TO VIEW PARKING & TENNIS COURT AREAS	7,000	
		SECURITY CAMERA FOR TAVARES RECREATION PARK TO VIEW RESTROOMS	7,000	
		REPLACEMENT SIGNS FOR PARKS: TAVARES NATURE PARK, TAVARES RECREATION PARK, FRED STOVER AND SKATE PARK	3,500	
572.64-50	CAPITAL GRANT MATCH	NO AMOUNT BUDGETED	-	-

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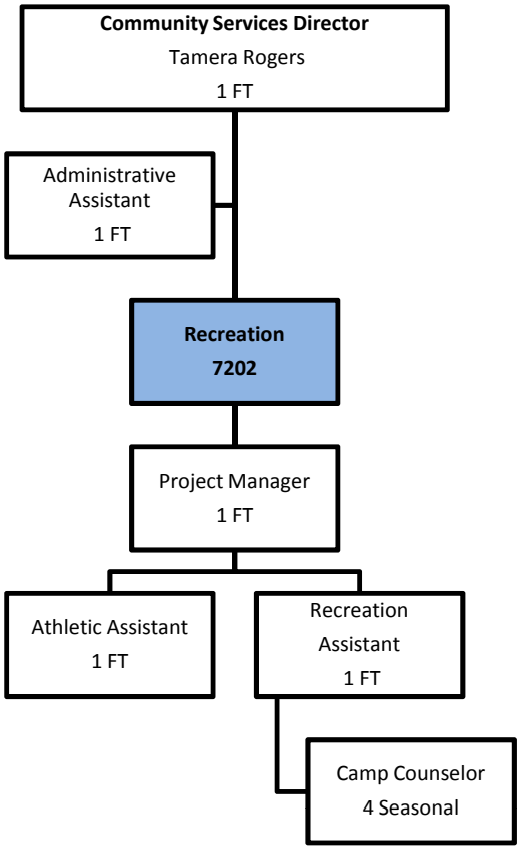
TAVARES

America's Seaplane City™

Recreation

Division 72*



*Recreation is a Division of the Community Services Department.

Position Summary

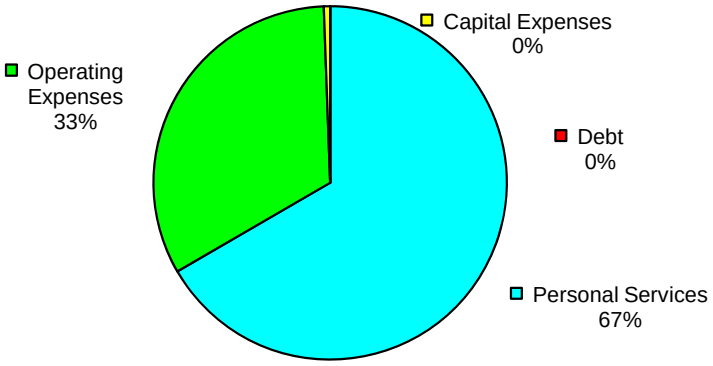
Authorized Positions	Pos. #	2012-2013	2013-2014	2014-2015
Full Time:				
Administrative Assistant[2]	18003	1	1	0
Administrative Coordinator[2]	3016	N/A	N/A	1
Athletic Assistant	18010	1	1	1
Recreation Proj. Mgr	72001	1	1	1
Recreation Assistant	18011	1	1	1
No. of Full Time		4	4	4
Seasonal[1]:				
Recreation Aides	18019	0	0	0
Camp Counselor[3]	72002	4	4	4
No. of Seasonal:		4	4	4
Total No. of Positions:		**8**	**8**	**8**
Total FTEs:		**4**	**4**	**4**

Notes:
1. Seasonal positions are not included in the FTE count.
2. Community Svcs Director and Admin Asst/Coord positions allocated 50% 7201 and 50% 7202
3. Reallocated & renamed Recreation Aides to Camp Counselors. Moved to Seaplane Base Operations

Budget Summary

	Audited Actuals 2012-2013	Revised Budget 2013-2014	Adopted Budget 2014-2015	% Change Over FY 13-14
Recreation-7202				
Personal Services	273,917	314,701	**330,699**	5.08%
Operating Expenses	153,442	148,900	**162,683**	9.26%
Capital Expenses	-	4,300	**2,799**	-34.91%
Debt	-	-	**-**	0.00%
Grand Total Recreation	**$ 427,359**	**$ 467,901**	**$ 496,181**	**6.04%**

2015 APPROPRIATIONS



RECREATION - 7202 PROGRAM HIGHLIGHTS

DIVISION MISSION

It is the mission of the Recreation Division to create and manage youth, adult and senior athletic programs, a high-quality youth summer camp, community events throughout the year, a "community backyard" program at Aesop's Park, facilitate instructional programs, and create cultural programs for the residents of the City of Tavares in a financially responsible manner.

DIVISION DESCRIPTION *(Services, Functions, and Activities)*

The Recreation Division is responsible for implementing and managing all youth programming for the community, including the City's Babe Ruth League Baseball and Softball program, which includes an "opening day" celebration, post-season tournament play in the spring and state-wide tournament hosting opportunities. Also managed by the Recreation Division are the adult co-ed and senior softball programs, offered throughout the year at each of our two sports complexes. Additionally, the Division facilitates instruction-based recreational activities to include Yoga, Zumbatomics (Zumba for kids ages 4-12), Zumba instruction, junior tennis, and Start Smart Baseball (designed for kids ages 3-4). In addition, it's the Division's responsibility to manage the City's youth summer camp for kids ages 5-10. Activities implemented throughout the ten-week camp include, but are not limited to, swimming, roller skating, bowling, art classes, educational workshops and weekly field trips.

The Recreation Division is also responsible for planning and facilitating the City's many community events, which include a senior citizen social and dance once a month, the Father-Daughter Dance, 4th of July celebration, the Tavares Christmas Celebration and other special concert-related events. Furthermore, the Recreation Division is responsible for managing the "community backyard" initiative ongoing at Aesop's Park to include the dog park and vegetable gardens, which includes leasing out garden plots to area residents, selling sponsorship signs on the fence and commemorative brick pavers. The Recreations Division's responsibilities also include organizing up to four cultural arts events for the City and beautiful art exhibits within City Hall. The Division also takes the responsibility for applying for and managing grant opportunities that enable the Division to meet its goal in a fiscally responsible manner. Examples of such opportunities include USTA grant for youth tennis, two separate FRDAP and LWCF grants for the Woodlea Sports Complex Expansion Project, a FCT Florida Forever Grant for the Aesop's Park Extension Project, an Energy Efficiency and Conservation Grant for new sports lighting at Fred Stover Sports Complex, a Lake County Tourism and Development Grant for facility expansion and a Community Development Block Grant for improvements at various parks.

SERVICE INDICATORS

	Indicator Description	Actual 2012	Actual 2013	Est. 2014	Projected 2015
1.	Baseball/Softball Registrations	637	515	439	450
2.	Number of Recreational Activities Managed	563	608	770	780
3.	Number of Senior Program Participants	30	170	270	300
4.	Number of Youth Teams Participating in Babe Ruth	52	46	42	45
5.	Facility Rentals Scheduled	687	690	695	700
6.	Art Shows Coordinated & Facilitated	4	5	4	4
8.	Pavilion Events - Weddings, Rentals, Meetings, etc.	n/a	n/a	n/a	50

2015 Goals

Organizational Development

To provide pertinent training opportunities for staff that will further increase their ability to provide services to City citizens

Growth and Development

An increase in quality events, increased activity in our downtown area, customer satisfaction, beautification of our grounds, parks and downtown landscaped areas.

City Lifestyle

Foster a progressive quality of life that promotes safety, community events, and recreational and sporting activities for citizens while maintaining City traditions and values

Citizen and Customer Service Focus

Create an environment that promotes citizen satisfaction, which enhances the provision of essential services and promotes the City's target of self-sufficiency.

Innovation and Technology

Utilize technology initiatives to provide comprehensive scheduling of city recreational opportunities and sporting events

Organizational Performance

To foster a professional organizational culture where economies of scale, efficiency, effectiveness, and ethical standards are promoted as instruments of successful operations.

2015 Objectives

1. Focus on implementing new recreational programs
2. Focus on enhancing existing recreational programs
3. Focus on seeking para-professional training opportunities for staff
4. Focus on developing new and unique special events that serve to encourage economic development
5. Promote and program the new Woodlea Sports Complex facility
6. Focus on the final completion of the Pavilion on the Lake project
7. Continue excellence in customer service to the citizens of Tavares
8. Continue to assist in parks maintenance initiatives

2014 Accomplishments

Customer Focus, Innovation & Technology, and Organizational Performance

1. Finalized the Lowe's Home Improvement grant initiative to replace the dugout roofs at Fred Stover
2. Participated in the design and final construction phases of the Pavilion on the Lake project
3. Finalized the completion of the new basketball court at Ingraham Park
4. Hosted a court dedication ceremony for the new park features at Ingraham Park
5. Created and implemented a movie-in-the-park night for the community
6. Hosted the Babe Ruth Baseball 8u Tournament
7. Facilitated the re-surface of the Tavares Shuffleboard Courts
8. Enhanced special events, attracting more people to the downtown area
9. Enhanced City-managed programs to increased program participation

FUND	001
DEPT	72
DIVISION	02

CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

RECREATION DIVISION EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2012-2013	REVISED BUDGET 2013-2014	ADOPTED BUDGET 2014-2015	% CHANGE OVER FY 13-14
SALARIES AND BENEFITS					
572.12-10	REGULAR SALARIES	182,711	192,589	**199,419**	3.55%
572.13-10	OTHER SALARIES & WAGES	13,897	27,184	**26,520**	-2.44%
572.14-10	OVERTIME	3,468	5,126	**5,126**	0.00%
572.21-10	FICA / MED TAXES	13,747	15,008	**15,911**	6.02%
572.22-20	FL STATE RETIREMENT	12,408	20,979	**23,780**	13.35%
572.23-10	HEALTH INSURANCE	23,867	19,329	**21,689**	12.21%
572.23-15	DENTAL INSURANCE	1,001	1,088	**1,211**	11.31%
572.23-20	LIFE INSURANCE	1,039	1,092	**814**	-25.46%
572.23-21	SHORT-TERM DISABILITY INS	760	752	**773**	2.79%
572.23-30	DEPENDENT HEALTH INSURANCE	14,597	23,720	**27,793**	17.17%
572.23-35	DEPENDENT DENTAL INSURANCE	1,201	1,431	**1,466**	2.45%
572.23-40	LONG TERM DISABILITY	476	655	**518**	-20.92%
572.24-10	WORKERS' COMPENSATION	4,745	5,748	**5,679**	-1.20%
572.25-10	UNEMPLOYMENT COMPENSATION	-	-	**-**	0.00%
* SALARIES AND BENEFITS		273,917	314,701	**330,699**	5.08%
OPERATING EXPENDITURES					
572.31-60	PERMIT & COMPLIANCE FEES	647	657	**657**	0.00%
572.34-10	CONTRACTUAL SERVICES	-	-	**600**	100.00%
572.40-10	TRAVEL & PER DIEM	1,550	2,000	**2,000**	0.00%
572.41-10	TELEPHONE	1,598	1,644	**1,648**	0.24%
572.41-30	POSTAGE	525	700	**700**	0.00%
572.43-10	ELECTRIC, WATER, GAS	2,241	2,683	**4,482**	67.05%
572.44-10	RENTALS & LEASES	6,903	6,682	**6,682**	0.00%
572.45-10	LIABILITY	9,078	10,000	**11,630**	16.30%
572.47-10	PRINTING & BINDING	40	500	**500**	0.00%
572.48-20	LIGHT UP MAIN STREET	11,999	12,000	**15,000**	25.00%
572.48-30	4TH OF JULY	28,825	29,000	**29,000**	0.00%
572.49-10	ADVERTISING	2,737	3,000	**3,000**	0.00%
572.51-10	OFFICE SUPPLIES	502	500	**500**	0.00%
572.52-10	OPERATING SUPPLIES	3,854	4,490	**4,500**	0.22%
572.52-11	DURABLE GOODS	2,039	1,400	**480**	-65.71%
572.52-15	FUEL COSTS	1,083	1,355	**1,414**	4.35%
572.52-30	ART IN THE SQUARE	2,552	2,850	**2,850**	0.00%
572.54-10	BKS, PUB, SUB, MEM, LIB	609	1,145	**1,040**	-9.17%
572.55-10	SUMMER YOUTH PROGRAM	16,954	16,026	**16,000**	-0.16%
572.55-20	PROGRAM COSTS	59,706	52,268	**60,000**	14.79%
* OPERATING EXPENDITURES		153,442	148,900	**162,683**	9.26%
CAPITAL EXPENDITURES					
572.64-13	EQUIP - COMP REPLACEMENT	-	-	**2,799**	100.00%
572.64-15	EQUIP - NEW	-	4,300	**-**	-100.00%
* CAPITAL EXPENDITURES		-	4,300	**2,799**	-34.91%
TOTAL	**RECREATION**	**427,359**	**467,901**	**496,181**	**6.04%**

CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

RECREATION DIVISION EXPENDITURE JUSTIFICATION

ACCOUNT	DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2014-2015
572.12-10	REGULAR SALARIES	SALARIES FOR REGULAR EMPLOYEES	199,419	199,419
572.13-10	OTHER SALARIES & WAGES	WAGES FOR TEMPORARY EMPLOYEES	26,520	26,520
572.14-10	OVERTIME	WAGES FOR HOURS WORKED IN EXCESS OF REGULAR TIME	5,126	5,126
572.21-10	FICA / MED TAXES	SOCIAL SECURITY AND MEDICARE TAX BENEFIT	15,911	15,911
572.22-20	FL STATE RETIREMENT	FRS RETIREMENT CONTRIBUTIONS FOR REGULAR EMPLOYEES	23,780	23,780
572.23-10	HEALTH INSURANCE	HEALTH INSURANCE PREMIUMS FOR EMPLOYEES	21,689	21,689
572.23-15	DENTAL INSURANCE	DENTAL INSURANCE PREMIUMS FOR EMPLOYEES	1,211	1,211
572.23-20	LIFE INSURANCE	LIFE INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	814	814
572.23-21	SHORT-TERM DISABILITY	SHORT-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	773	773
572.23-30	DEPENDENT HEALTH INSURANCE	SUBSIDIZED HEALTH INSURANCE PREMIUMS FOR EMPLOYEES' DEPENDENTS	27,793	27,793
572.23-35	DEPENDENT DENTAL INSURANCE	SUBSIDIZED DENTAL INSURANCE PREMIUMS FOR EMPLOYEES' DEPENDENTS	1,466	1,466
572.23-40	LONG TERM DISABILITY	LONG-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	518	518
572.24-10	WORKERS' COMPENSATION	WORKERS' COMPENSATION INSURANCE	5,679	5,679
572.31-60	PERMIT & COMPLIANCE FEES	ANNUAL MUSIC LICENSING FEES- ASCAP & BMI	657	657
572.34-10	CONTRACTUAL SERVICES	SUNGARD MAINTENANCE FOR RECTRAC SOFTWARE	600	600
572.40-10	TRAVEL & PER DIEM	SEMINARS & CONFERENCES FOR DEPARTMENT & COMMUNITY SERVICES DIRECTOR,INCLUDING FRPA,FFEA	2,000	2,000
572.41-10	TELEPHONE	NEXTEL	1,357	1,648
		FAX LINE	291	
572.41-30	POSTAGE	CORRESPONDENCE FOR BASEBALL PROGRAMS,SUMMER CAMP, RECREATION ACTIVITIES, SPECIAL EVENTS, PARADE, ETC.	700	700
572.43-10	ELECTRIC, WATER, GAS	ELECTRIC	2,678	4,482
		WATER	1,804	
572.44-10	RENTALS & LEASES	REC OFFICE COPIER LEASE	2,182	6,682
		RENTALS FOR ACTIVITIES/EVENTS INCLUDING CHRISTMAS CELEBRATION AND 4TH OF JULY	4,500	
572.45-10	LIABILITY	GENERAL LIABILITY INSURANCE	11,630	11,630
572.47-10	PRINTING & BINDING	BUSINESS CARDS, INFORMATIONAL FLYERS, BROCHURES, POSTERS FOR RECREATION PROGRAMS, SPECIAL EVENTS	500	500
572.48-20	LIGHT UP/HOLIDAY FESTIVAL	ENTERTAINMENT, TROPHIES, & MISC OPERATING COSTS FOR CHRISTMAS CELEBRATION (CARRIAGE RIDES, FIREWORKS, ICE SKATING, ETC.)	15,000	15,000
572.48-30	4TH OF JULY	ENTERTAINMENT, TROPHIES, MISC OPERATING SUPPLIES	10,000	29,000
		FIREWORKS	19,000	
572.49-10	ADVERTISING	ADVERTISEMENT OF PROGRAMS & SPECIAL EVENTS, INCLUDING 4TH OF JULY & CHRISTMAS CELEBRATION	3,000	3,000
572.51-10	OFFICE SUPPLIES	GENERAL OFFICE SUPPLIES	500	500
572.52-10	OPERATING SUPPLIES	COPY PAPER, INK CARTRIDES, COPIER FEES, CITY SHIRTS, SUPPLIES FOR SPECIAL EVENTS & RECREATION PROGRAMS	4,500	4,500

FUND 001
DEPT 72
DIVISION 02

CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

RECREATION DIVISION EXPENDITURE JUSTIFICATION

ACCOUNT	DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2014-2015
572.52-11	DURABLE GOODS	3 REPLACEMENT MONITORS	480	480
572.52-15	FUEL COSTS	FUEL COSTS	1,414	1,414
572.52-30	ART IN THE SQUARE	COSTS TO FACILITATE A VARIETY OF EVENTS &		2,850
		ACTIVITIES RELATED TO ART, HISTORY, & CULTURE	2,850	
572.54-10	BOOKS, PUB, SUB, MEM, LIB	FRPA MEMBERSHIPS- 3 RECREATION STAFF MEMBERS	560	1,040
		ANNUAL MEMBERSHIPS IN BRIDAL ASSOCIATIONS FOR		
		COMMUNITY SERVICES DIRECTOR	480	
572.55-10	SUMMER YOUTH PROGRAM	COSTS ASSOCIATED WITH OPERATING THE SUMMER YOUTH		16,000
		PROGRAM:BOWLING,SKATING,SWIMMING,THEME PARK FIELD		
		TRIPS, BUS TRANSPORTATION, ARTS, CRAFTS, ETC.	16,000	
		*REGISTRATION & WEEKLY FEES ARE ANTICIPATED TO		
		OFFSET MOST OF THE COSTS		
572.55-20	PROGRAM COSTS	BABE RUTH FALL PROGRAM	15,000	60,000
		BABE RUTH SPRING PROGRAM	35,000	
		SPECIAL EVENTS	2,000	
		CO-ED SOFTBALL	1,500	
		INSTRUCTOR PROGRAMS (YOGA, TENNIS, ZUMBATOMICS, ETC.)	1,000	
		FATHER/DAUGHTER DANCE	3,000	
		NEW PROGRAMS-FLAG FOOTBALL, START SMART, ETC.	1,000	
		MISC EQUIPMENT FOR PROGRAMS	1,500	
		*OFFSET WITH REGISTRATION FEES AND SPONSORSHIPS		
572.64-13	EQUIP - COMP REPLACEMENT	3 REPLACEMENT COMPUTERS	2,799	2,799
572.64-15	EQUIP - NEW	NO AMOUNT BUDGETED	-	-
572.64-17	EQUIP-NEW VEHICLES	NO AMOUNT BUDGETED	-	-
572.64-23	SOFTWARE	NO AMOUNT BUDGETED	-	-

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POLICE EDUCATION

FUND 102

Budget Summary

Department Summary	Audited Actuals 2012-2013	Revised Budget 2013-2014	Adopted Budget 2014-2015	% Change Over FY 13-14
Police Services-2101				
Operating Expenses	1,585	1,500	**1,500**	0.00%
Capital Expenses	-	-	**-**	0.00%
Debt	-	-	**-**	0.00%
Grand Total Police Ed.	**$ 1,585**	**$ 1,500**	**$ 1,500**	**0.00%**

FUND	**102**	**CITY OF TAVARES**
DEPT	**00**	**ADOPTED BUDGET**
DIVISION	**00**	**FISCAL YEAR 2014-2015**

POLICE EDUCATION REVENUE

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2012-2013	REVISED BUDGET 2013-2014	ESTIMATED REVENUE 2014-2015	% CHANGE OVER FY 13-14
FINES & FORFEITURES					
351.10-00	JUDGMENTS & FINES	1,386	1,500	**1,500**	0.00%
**	TOTAL FINES & FORFEITURES	1,386	1,500	**1,500**	0.00%
TOTAL POLICE EDUCATION		**1,386**	**1,500**	**1,500**	**0.00%**

FUND 102
DEPT 00
DIVISION 00

CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

POLICE EDUCATION REVENUE

ACCOUNT	DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2014-2015
351.10-00	POLICE JUDGMENTS & FINES	JUDGEMENT AND FINE REVENUE	1,500	1,500

FUND	**102**	**CITY OF TAVARES**
DEPT	**21**	**ADOPTED BUDGET**
DIVISION	**01**	**FISCAL YEAR 2014-2015**

POLICE EDUCATION EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2012-2013	REVISED BUDGET 2013-2014	ADOPTED BUDGET 2014-2015	% CHANGE OVER FY 13-14
OPERATING EXPENDITURES					
521.40-20	POLICE EDUCATION EXP	1,585	1,500	**1,500**	0.00%
*	OPERATING EXPENDITURES	1,585	1,500	**1,500**	0.00%
TOTAL	**POLICE EDUCATION**	**1,585**	**1,500**	**1,500**	**0.00%**

FUND 102
DEPT 21
DIVISION 01

CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

POLICE EDUCATION EXPENDITURE JUSTIFICATION

ACCOUNT	DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2014-2015
521.40-20	POLICE EDUCATION EXP	TRAINING	1,500	1,500

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POLICE AUTOMATION & TECHNOLOGY

FUND 103

Budget Summary

Department Summary	Audited Actuals 2012-2013	Revised Budget 2013-2014	Adopted Budget 2014-2015	% Change Over FY 13-14
Police Services-2101				
Operating Expenses	-	-	-	0.00%
Capital Expenses	-	-	-	0.00%
Debt	-	-	-	0.00%
Grand Total Police	**$ -**	**$ -**	**$ -**	**0.00%**

FUND	**103**	**CITY OF TAVARES**
DEPT	**00**	**ADOPTED BUDGET**
DIVISION	**00**	**FISCAL YEAR 2014-2015**

POLICE AUTOMATION & TECHNOLOGY REVENUE

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2012-2013	REVISED BUDGET 2013-2014	ESTIMATED REVENUE 2014-2015	% CHANGE OVER FY 13-14
FINES & FORFEITURES					
351.10-00	JUDGMENTS & FINES	-	-	-	0.00%
**	TOTAL FINES & FORFEITURES	-	-	-	0.00%
INTEREST & OTHER INCOME					
361.10-01	INTEREST INCOME	-	-	-	0.00%
**	TOTAL INTEREST & OTHER INCOME	-	-	-	0.00%
OTHER SOURCES					
389.90-01	RETAINED EARNINGS	-	-	-	0.00%
*	APPROPRIATED RESERVES	-	-	-	0.00%
**	TOTAL OTHER SOURCES	-	-	-	0.00%
TOTAL POLICE AUTOMATION TECH		**-**	**-**	**-**	**0.00%**

FUND	**103**	**CITY OF TAVARES**
DEPT	**00**	**ADOPTED BUDGET**
DIVISION	**00**	**FISCAL YEAR 2014-2015**

POLICE AUTOMATION & TECHNOLOGY REVENUE

ACCOUNT	DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2014-2015
351.10-00	POLICE JUDGMENTS & FINES	NO AMOUNT BUDGETED	-	-
361.10-01	INTEREST INCOME	NO AMOUNT BUDGETED	-	-
389.90-01	RETAINED EARNINGS	NO AMOUNT BUDGETED	-	-

FUND	**103**	**CITY OF TAVARES**
DEPT	**21**	**ADOPTED BUDGET**
DIVISION	**01**	**FISCAL YEAR 2014-2015**

POLICE AUTOMATION EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2012-2013	REVISED BUDGET 2013-2014	ADOPTED BUDGET 2014-2015	% CHANGE OVER FY 13-14
OPERATING EXPENDITURES					
521.34-10	CONTRACTUAL SERVICES	-	-	-	0.00%
521.52-10	OPERATING SUPPLIES	-	-	-	0.00%
521.52-55	POLICE AUTOMATION EXP	-	-	-	0.00%
521.59-65	GRANT MATCH	-	-	-	0.00%
* OPERATING EXPENDITURES		-	-	-	0.00%
CAPITAL EXPENDITURES					
521.64-10	EQUIP - REPLACEMENT	-	-	-	0.00%
521.64-13	EQUIP - COMP REPLACEMENT	-	-	-	0.00%
521.64-14	EQUIP - NEW COMPUTERS	-	-	-	0.00%
521.64-15	EQUIP - NEW	-	-	-	0.00%
521.64-20	DURABLE GOODS	-	-	-	0.00%
521.64-23	SOFTWARE	-	-	-	0.00%
* CAPITAL EXPENDITURES		-	-	-	0.00%
TOTAL	**POLICE AUTOMATION**	**-**	**-**	**-**	**0.00%**

FUND 103
DEPT 21
DIVISION 01

CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

POLICE AUTOMATION EXPENDITURE JUSTIFICATION

ACCOUNT	DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2014-2015
521.34-10	CONTRACTUAL SERVICES	NO AMOUNT BUDGETED	-	-
521.52-10	OPERATING SUPPLIES	NO AMOUNT BUDGETED	-	-
521.52-55	POLICE AUTOMATION EXP	NO AMOUNT BUDGETED	-	-
521.59-65	GRANT MATCH	NO AMOUNT BUDGETED	-	-
521.64-10	EQUIP - REPLACEMENT	NO AMOUNT BUDGETED	-	-
521.64-13	EQUIP - COMP REPLACEMENT	NO AMOUNT BUDGETED	-	-
521.64-14	EQUIP - NEW COMPUTERS	NO AMOUNT BUDGETED	-	-
521.64-15	EQUIP - NEW	NO AMOUNT BUDGETED	-	-
521.64-20	DURABLE GOODS	NO AMOUNT BUDGETED	-	-
521.64-23	SOFTWARE	NO AMOUNT BUDGETED	-	-

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COMMUNITY REDEVELOPMENT

FUND 105

Position Summary

Authorized Positions	Pos. #	2012-2013	2013-2014	2014-2015
Water Taxi Captain	59003	4	2	0
No. of Seasonal[1]:		4	2	0
Total No. of Positions:		**4**	**2**	**0**
Total FTEs:		**0**	**0**	**0**

Note:

1. Seasonal positions are not included in the FTE count.

Note: Water Taxis sold during FY 2013

Budget Summary

Department Summary	Audited Actuals 2012-2013	Revised Budget 2013-2014	Adopted Budget 2014-2015	% Change Over FY 13-14
Economic Development-5901				
Personal Services	-	-	**-**	0.00%
Operating Expenses	145,060	226,814	**165,834**	-26.89%
Capital Expenses	-	-	**-**	0.00%
Debt	-	-	**-**	0.00%
Total Eco. Development*	145,060	226,814	**165,834**	-26.89%
Parks-7201				
Personal Services	-	-	**-**	0.00%
Operating Expenses	-	-	**-**	0.00%
Capital Expenses	-	-	**-**	0.00%
Debt	-	-	**-**	0.00%
Total Parks	-	-	**-**	0.00%
Grand Total Comm. Redev.	**$ 145,060**	**$ 226,814**	**$ 165,834**	**-26.89%**
Category Summary				
Personal Services	-	-	**-**	0.00%
Operating Expenses	145,060	226,814	**165,834**	-26.89%
Capital Expenses	-	-	**-**	0.00%
Debt	-	-	**-**	0.00%
Grand Total Comm. Redev.	**$ 145,060**	**$ 226,814**	**$ 165,834**	**-26.89%**

FUND	**105**	**CITY OF TAVARES**
DEPT	**00**	**ADOPTED BUDGET**
DIVISION	**00**	**FISCAL YEAR 2014-2015**

COMMUNITY REDEVELOPMENT-TIF FUND REVENUES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2012-2013	REVISED BUDGET 2013-2014	ESTIMATED REVENUE 2014-2015	% CHANGE OVER FY 13-14
TAXES					
311.01-00	CURRENT	97,585	125,440	156,307	24.61%
**	TOTAL TAXES	97,585	125,440	**156,307**	24.61%
INTERGOVERNMENT REVENUES					
337.50-10	TOURISM	23,500	15,000	19,000	26.67%
344.20-03	TAXI FARES	-	-	-	0.00%
347.40-04	SPECIAL EVENTS	11,150	17,500	6,103	-65.13%
**	TOTAL INTERGOVERNMENTAL REVENUES	34,650	32,500	**25,103**	-22.76%
INTEREST & OTHER INCOME					
361.10-01	INTEREST INCOME	-	-	28	100.00%
361.10-02	SBA INTEREST	43	20	-	-100.00%
367.02-00	UNREALIZED GAIN ON INVEST	(6)	-	-	0.00%
369.10-01	MISCELLANEOUS INCOME	74,954	-	-	0.00%
**	TOTAL INTEREST & OTHER INCOME	74,991	20	**28**	40.00%
OTHER SOURCES					
389.90-00	APPROPRIATED RESERVES	-	(68,854)	(15,604)	N/A
*	APPROPRIATED RESERVES	-	(68,854)	**(15,604)**	N/A
**	TOTAL OTHER SOURCES	-	(68,854)	**(15,604)**	N/A
TOTAL COMMUNITY REDEVELOPMENT		**207,226**	**89,106**	**165,834**	**86.11%**

FUND 105
DEPT 00
DIVISION 00

CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

COMMUNITY REDEVELOPMENT-TIF FUND REVENUES

ACCOUNT	DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2014-2015
311.01-00	CURRENT	TIF REVENUES - ASSUMES 2.06% VALUE INCREASE		156,307
		ASSUMES MILLAGE INCREASE FROM 6.4531 TO. 6.9531		
		(1/2 OR .50 MILLAGE INCREASE)		
		TIF#1 & TIF#2		
		CITY OF TAVARES	79,649	
		LCWA	2,026	
		LAKE CO	54,193	
		LAKE CO MSTU	4,414	
		ADJUST FOR BEST ESTIMATE	12,278	
		ADJUST FOR FINAL REVIEW - MILL RATE 6.94	(162)	
		ADJUSTMENT	3,909	
337.50-10	TOURISM	ESTIMATE TDC CONTRIBUTIONS TO CRA EVENTS		19,000
		CRAPPIE MASTERS	5,000	
		PRO HYDRO-X TOUR	2,500	
		HYDRODRAG NATIONALS	2,500	
		BASS FISHING TOURNAMENT	7,000	
		TBD EVENT	2,000	
347.40-04	SPECIAL EVENT COLLECTIONS	ESTIMATE COLLECTIONS FROM CRA EVENTS		6,103
		ANTIQUE BOAT FESTIVAL	6,103	
361.10-01	INTEREST INCOME	INTEREST INCOME	28	28
361.10-02	SBA INTEREST	NO AMOUNT BUDGETED	-	-
367.02-00	UNREALIZED GAIN ON INVEST	NO AMOUNT BUDGETED	-	-
369.10-01	MISCELLANEOUS	NO AMOUNT BUDGETED	-	-
389.90-00	APPROPRIATED RESERVES	NON APPROPRIATED REVENUE - BUILD RESERVES	(15,604)	(15,604)

FUND	**105**	**CITY OF TAVARES**
DEPT	**See Below**	**ADOPTED BUDGET**
DIVISION	**See Below**	**FISCAL YEAR 2014-2015**

COMMUNITY REDEVELOPMENT-TIF FUND EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2012-2013	REVISED BUDGET 2013-2014	ADOPTED BUDGET 2014-2015	% CHANGE OVER FY 13-14
OPERATING EXPENDITURES					
559.34-10	CONTRACTUAL SERVICES	5,000	5,000	**5,000**	0.00%
559.40-10	TRAVEL & PER DIEM	4,752	3,600	**3,600**	0.00%
559.48-60	SPONSORED EVENTS	81,952	75,500	**80,000**	5.96%
559.49-10	ADVERTISING	2,201	2,000	**2,000**	0.00%
559.52-11	DURABLE GOODS	45	-	**1,000**	100.00%
559.52-85	EXP RELATED TO TIF DIST	200	180	**200**	11.11%
559.52-87	DOWNTOWN DEVEL. ASSESS	-	-	**-**	0.00%
559.52-88	FROM TAXI SALE REVENUE	1,809	-	**-**	0.00%
559.55-30	INDIVIDUAL PROPERTY GRANT	-	500	**4,000**	700.00%
559.59-05	TRANSER TO MARINA/SEAPLANE	48,976	65,034	**70,034**	7.69%
559.59-06	DUE TO WOOTON PK EXPANSION	-	75,000	**-**	-100.00%
559.59-13	BAD DEBT	125	-	**-**	0.00%
* OPERATING EXPENDITURES		145,060	226,814	**165,834**	-26.89%
CAPITAL EXPENDITURES					
559.63-80	PARK IMPROVEMENTS	-	-	**-**	0.00%
559.64-15	EQUIP - NEW	-	-	**-**	0.00%
* CAPITAL EXPENDITURES		-	-	**-**	0.00%
TOTAL	**5901-ECONOMIC DEVELOPMENT**	**145,060**	**226,814**	**165,834**	**-26.89%**
TOTAL COMMUNITY REDEVELOPMENT		**145,060**	**226,814**	**165,834**	**-26.89%**

FUND 105
DEPT See Below
DIVISION See Below

CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

COMMUNITY REDEVELOPMENT-TIF FUND EXPENDITURE JUSTIFICATION

ACCOUNT	DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2014-2015
5901-ECONOMIC DEVELOPMENT				
559.34-10	CONTRACTUAL SERVICES	CHERYL FISHEL - PLANES, TRAINS & BBQ	5,000	5,000
559.40-10	TRAVEL & PER DIEM	CONFERENCES, WORKSHOPS, SEMINARS & RELATED		3,600
		TRAINING	3,600	
559.48-60	SPONSORED EVENTS	CRAPPIE MASTERS	15,000	80,000
		AFRICAN AMERICAN HERITAGE FESTIVAL	1,000	
		DRAGONBOAT FESTIVAL	5,000	
		PLANES, TRAINS & BBQ AIRSHOW	26,000	
		SEAPLANE FLY-IN: SPRING & FALL	8,000	
		PRO HYDRO-X TOUR	5,000	
		HYDRODRAG NATIONALS	5,000	
		BASS FISHING TOURNAMENT	10,000	
		TBD EVENT	5,000	
559.49-10	ADVERTISING	PLANES, TRAINS & BBQ AIRSHOW	500	2,000
		CHAMBER EXPO	400	
		SEAPLANE BASE PROMOTIONAL ITEMS	700	
		CONFERENCE HANDOUTS	400	
559.52-11	DURABLE GOODS	EXPANSION SIGNAGE	1,000	1,000
559.52-85	EXP RELATED TO TIF DIST	SPECIAL DISTRICT CERTIFICATION	200	200
559.52-88	FROM TAXI SALE REVENUE	NO AMOUNT BUDGETED	-	-
559.55-30	INDIVIDUAL PROPERTY GRANT	FACADE GRANTS FOR DOWNTOWN BUSINESSES (2)	4,000	4,000
559.59-05	TRANSER TO MARINA/SEAPLAN	TRANSFERS TO SEAPLANE BASE FUND	70,034	70,034
559.59-06	DUE TO WOOTON PK EXPANSIO	NO AMOUNT BUDGETED	-	-
559.59-13	BAD DEBT	NO AMOUNT BUDGETED	-	-

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SPECIAL EVENTS

FUND 106

Budget Summary

Department Summary	Audited Actuals 2012-2013	Revised Budget 2013-2014	Adopted Budget 2014-2015	% Change Over FY 13-14
Economic Development-5901				
Operating Expenses	-	-	-	0.00%
Grand Total Special Events	**$ -**	**$ -**	**$ -**	**0.00%**

FUND	**106**	**CITY OF TAVARES**
DEPT	**00**	**ADOPTED BUDGET**
DIVISION	**00**	**FISCAL YEAR 2014-2015**

SPECIAL EVENTS FUND REVENUES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2012-2013	REVISED BUDGET 2013-2014	ESTIMATED REVENUE 2014-2015	% CHANGE OVER FY 13-14
CHARGES FOR SERVICES					
347.40-04	SPECIAL EVENT COLLECTIONS	-	-	-	0.00%
**	TOTAL CHARGES FOR SERVICES	-	-	-	0.00%
INTEREST & OTHER INCOME					
361.10-01	INTEREST INCOME	-	-	-	0.00%
361.10-02	SBA INTEREST	-	-	-	0.00%
**	TOTAL INTEREST & OTHER INCOME	-	-	-	0.00%
MISCELLANEOUS INCOME					
369.10-01	MISCELLANEOUS REVENUE	-	-	-	0.00%
**	TOTAL MISCELLANEOUS REVENUE	-	-	-	0.00%
OTHER SOURCES					
389.90-00	APPROPRIATED RESERVES	-	-	-	0.00%
*	APPROPRIATED RESERVES	-	-	-	0.00%
**	TOTAL OTHER SOURCES	-	-	-	0.00%
TOTAL SPECIAL EVENTS FUND REVENUE		**-**	**-**	**-**	**0.00%**

FUND 106
DEPT 00
DIVISION 00

CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

SPECIAL EVENTS FUND REVENUES

ACCOUNT	DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2014-2015
347.40-04	SPECIAL EVENT COLLECTIONS	NO AMOUNT BUDGETED	-	-
361.10-01	INTEREST INCOME	NO AMOUNT BUDGETED	-	-
366.04-00	OTHER DONATIONS/CONTRIB	NO AMOUNT BUDGETED	-	-
369.10-01	MISCELLANEOUS	NO AMOUNT BUDGETED	-	-
389.90-00	APPROPRIATED RESERVES	NO AMOUNT BUDGETED	-	-

FUND	**106**	**CITY OF TAVARES**
DEPT	**59**	**ADOPTED BUDGET**
DIVISION	**01**	**FISCAL YEAR 2014-2015**

SPECIAL EVENTS FUND EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2012-2013	REVISED BUDGET 2013-2014	ADOPTED BUDGET 2014-2015	% CHANGE OVER FY 13-14
OPERATING EXPENDITURES					
559.55-20	PROGRAM COSTS	-	-	-	0.00%
*	OPERATING EXPENDITURES	-	-	-	0.00%
TOTAL	**SPECIAL EVENTS**	**-**	**-**	**-**	**0.00%**

FUND 106
DEPT 59
DIVISION 01

CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

SPECIAL EVENTS FUND EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2014-2015
559.55-20	PROGRAM COSTS	NO AMOUNT BUDGETED	-	-

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POLICE IMPACTS

FUND 110

Budget Summary

Department Summary	Audited Actuals 2012-2013	Revised Budget 2013-2014	Adopted Budget 2014-2015	% Change Over FY 13-14
Police Services-2101				
Operating Expenses	-	-	-	0.00%
Capital Expenses	100,000	-	-	0.00%
Debt	-	-	-	0.00%
Grand Total Police	**$ 100,000**	**$ -**	**$ -**	**0.00%**

FUND	**110**	**CITY OF TAVARES**
DEPT	**00**	**ADOPTED BUDGET**
DIVISION	**00**	**FISCAL YEAR 2014-2015**

POLICE IMPACT FEE FUND REVENUES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2012-2013	REVISED BUDGET 2013-2014	ESTIMATED REVENUE 2014-2015	% CHANGE OVER FY 13-14
INTEREST & OTHER INCOME					
361.10-01	INTEREST INCOME	-	-	**20**	100.00%
361.10-02	SBA INTEREST	48	-	**-**	0.00%
361.10-08	INVESTMENT	-	-	**-**	0.00%
367.02-00	UNREALIZED GAIN ON INVEST	11	-	**-**	0.00%
**	TOTAL INTEREST & OTHER INCOME	59	-	**20**	100.00%
IMPACT FEES					
363.22-01	POLICE IMPACT FEES	39,967	-	**22,614**	100.00%
363.22-91	PIONEER CREDITS	-	-	**-**	0.00%
363.22-92	CRA CREDITS-POLICE	37,230	-	**-**	0.00%
**	TOTAL IMPACT FEES	77,197	-	**22,614**	100.00%
OTHER SOURCES					
389.90-00	APPROPRIATED RESERVES	-	-	**(22,634)**	N/A
*	APPROPRIATED RESERVES	-	-	**(22,634)**	N/A
**	TOTAL OTHER SOURCES	-	-	**(22,634)**	N/A
TOTAL POLICE IMPACTS		**77,256**	**-**	**-**	**0.00%**

FUND 110
DEPT 00
DIVISION 00

CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

POLICE IMPACT FEE FUND REVENUES

ACCOUNT	DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2014-2015
361.10-01	INTEREST INCOME	INTEREST INCOME	20	20
361.10-02	SBA INTEREST	NO AMOUNT BUDGETED	-	-
361.10-08	INVESTMENT	NO AMOUNT BUDGETED	-	-
363.22-01	POLICE IMPACT FEES	IMPACT FEES	22,614	22,614
363.22-91	PIONEER CREDITS	NO AMOUNT BUDGETED	-	-
363.22-92	CRA CREDITS-POLICE	NO AMOUNT BUDGETED	-	-
367.02-00	UNREALIZED GAIN ON INVEST	NO AMOUNT BUDGETED	-	-
389.90-00	APPROPRIATED RESERVES	UNAPPROPRIATED RESERVES	(22,634)	(22,634)

FUND	**110**	**CCITY OF TAVARES**
DEPT	**21**	**ADOPTED BUDGET**
DIVISION	**01**	**FISCAL YEAR 2014-2015**

POLICE PUBLIC SAFETY IMPACT EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2012-2013	REVISED BUDGET 2013-2014	ADOPTED BUDGET 2014-2015	% CHANGE OVER FY 13-14
OPERATING EXPENDITURES					
521.34-10	CONTRACTUAL SERVICES	-	-	-	0.00%
*	OPERATING EXPENDITURES	-	-	-	0.00%
CAPITAL EXPENDITURES					
521.64-13	EQUIP - COMP REPLACEMENT	-	-	-	0.00%
521.64-14	EQUIP - NEW COMPUTERS	-	-	-	0.00%
521.64-15	EQUIP - NEW	-	-	-	0.00%
521.64-25	FUTURE PROJECTS	100,000	-	-	0.00%
*	CAPITAL EXPENDITURES	100,000	-	-	0.00%
TOTAL POLICE PUBLIC SAFETY		**100,000**	**-**	**-**	**0.00%**

FUND 110
DEPT 21
DIVISION 01

CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

POLICE PUBLIC SAFETY IMPACT EXPENDITURE JUSTIFICATION

ACCOUNT	DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2014-2015
521.34-10	CONTRACTUAL SERVICES	NO AMOUNT BUDGETED	-	-
521.64-13	EQUIP - COMP REPLACEMENT	NO AMOUNT BUDGETED	-	-
521.64-14	EQUIP - NEW COMPUTERS	NO AMOUNT BUDGETED	-	-
521.64-15	EQUIP - NEW	NO AMOUNT BUDGETED	-	-
521.64-25	FUTURE PROJECTS	NO AMOUNT BUDGETED	-	-

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TAVARES

America's Seaplane City™

FIRE IMPACTS

FUND 111

Budget Summary

Department Summary	Audited Actuals 2012-2013	Revised Budget 2013-2014	Adopted Budget 2014-2015	% Change Over FY 13-14
Fire Services-2201				
Operating Expenses	-	-	-	0.00%
Capital Expenses	-	-	-	0.00%
Debt	-	-	-	0.00%
Grand Total Fire	**$ -**	**$ -**	**$ -**	**0.00%**

FUND	**111**	**CITY OF TAVARES**
DEPT	**00**	**ADOPTED BUDGET**
DIVISION	**00**	**FISCAL YEAR 2014-2015**

FIRE IMPACT FEE FUND REVENUES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2012-2013	REVISED BUDGET 2013-2014	ESTIMATED REVENUE 2014-2015	% CHANGE OVER FY 13-14
INTEREST & OTHER INCOME					
361.10-01	INTEREST INCOME	-	-	**20**	100.00%
361.10-02	SBA INTEREST	-	-	**-**	0.00%
**	TOTAL INTEREST & OTHER INCOME	-	-	**20**	100.00%
IMPACT FEES					
363.22-02	FIRE IMPACT FEES	74,746	-	**14,093**	100.00%
363.22-93	CRA CREDITS-FIRE	70,066	-	**-**	0.00%
**	TOTAL IMPACT FEES	144,812	-	**14,093**	100.00%
OTHER SOURCES					
381.01-01	TRANSFERS FROM GENERAL	-	-	**-**	0.00%
*	TRANSFERS IN	-	-	**-**	0.00%
389.90-00	APPROPRIATED RESERVES	-	-	**(14,113)**	N/A
*	APPROPRIATED RESERVES	-	-	**(14,113)**	N/A
**	TOTAL OTHER SOURCES	-	-	**(14,113)**	N/A
TOTAL FIRE IMPACTS		**144,812**	**-**	**-**	**0.00%**

FUND 111
DEPT 00
DIVISION 00

CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

FIRE IMPACT FEE FUND REVENUES

ACCOUNT	DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2014-2015
361.10-01	INTEREST INCOME	INTEREST INCOME	20	20
363.22-02	FIRE IMPACT FEES	IMPACT FEES	14,093	14,093
363.22-93	CRA CREDITS-FIRE	NO AMOUNT BUDGETED	-	-
389.90-00	APPROPRIATED RESERVES	UNAPPROPRIATED RESERVES	(14,113)	(14,113)

FUND	**111**	**CITY OF TAVARES**
DEPT	**22**	**ADOPTED BUDGET**
DIVISION	**01**	**FISCAL YEAR 2014-2015**

FIRE PUBLIC SAFETY IMPACT EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2012-2013	REVISED BUDGET 2013-2014	ADOPTED BUDGET 2014-2015	% CHANGE OVER FY 13-14
OPERATING EXPENDITURES					
522.49-40	DEVELOPER OBLIGATIONS	-	-	-	0.00%
522.52-10	OPERATING SUPPLIES	-	-	-	0.00%
522.59-15	TRANSFER TO G/F	-	-	-	0.00%
522.59-17	TRANSFER TO DEBT SERVICE	-	-	-	0.00%
* OPERATING EXPENDITURES		-	-	-	0.00%
CAPITAL EXPENDITURES					
522.64-10	EQUIP - REPLACEMENT	-	-	-	0.00%
522.64-13	EQUIP - COMP REPLACEMENT	-	-	-	0.00%
522.64-14	EQUIP - NEW COMPUTERS	-	-	-	0.00%
522.64-15	EQUIP - NEW	-	-	-	0.00%
* CAPITAL EXPENDITURES		-	-	-	0.00%
DEBT SERVICE					
522.71-50	FIRE TRUCK LEASE 2002	-	-	-	0.00%
522.72-50	FIRE TRUCK LEASE 2002	-	-	-	0.00%
522.73-10	DEBT SERVICE COSTS	-	-	-	0.00%
* DEBT SERVICE		-	-	-	0.00%
TOTAL FIRE PUBLIC SAFETY		**-**	**-**	**-**	**0.00%**

FUND 111
DEPT 22
DIVISION 01

CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

FIRE PUBLIC SAFETY IMPACT EXPENDITURE JUSTIFICATION

ACCOUNT	DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2014-2015
522.49-40	DEVELOPER OBLIGATIONS	NO AMOUNT BUDGETED	-	-
522.52-10	OPERATING SUPPLIES	NO AMOUNT BUDGETED	-	-
522.59-15	TRANSFER TO G/F	NO AMOUNT BUDGETED	-	-
522.59-17	TRANSFER TO DEBT SERVICE	NO AMOUNT BUDGETED	-	-
522.64-10	EQUIP - REPLACEMENT	NO AMOUNT BUDGETED	-	-
522.64-13	EQUIP - COMP REPLACEMENT	NO AMOUNT BUDGETED	-	-
522.64-14	EQUIP - NEW COMPUTERS	NO AMOUNT BUDGETED	-	-
522.64-15	EQUIP - NEW	NO AMOUNT BUDGETED	-	-
522.71-50	FIRE TRUCK LEASE 2002	NO AMOUNT BUDGETED	-	-
522.72-50	FIRE TRUCK LEASE 2002	NO AMOUNT BUDGETED	-	-
522.73-10	DEBT SERVICE COSTS	NO AMOUNT BUDGETED	-	-

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POLICE FORFEITURES-STATE

FUND 112

Budget Summary

Department Summary	Audited Actuals 2012-2013	Revised Budget 2013-2014	Adopted Budget 2014-2015	% Change Over FY 13-14
Police Services-2101				
Personal Services	-	-	-	0.00%
Operating Expenses	-	8,000	-	-100.00%
Capital Expenses	-	-	-	0.00%
Grand Total Police	**$ -**	**$ 8,000**	**$ -**	**-100.00%**

FUND	**112**	**CITY OF TAVARES**
DEPT	**00**	**ADOPTED BUDGET**
DIVISION	**00**	**FISCAL YEAR 2014-2015**

POLICE FORFEITURE-STATE FUND REVENUES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2012-2013	REVISED BUDGET 2013-2014	ESTIMATED REVENUE 2014-2015	% CHANGE OVER FY 13-14
FINES & FORFEITURES					
351.10-00	JUDGMENTS & FINES	9,223	-	-	0.00%
351.10-10	FORFEITURE	500	-	-	0.00%
**	TOTAL FINES & FORFEITURES	9,723	-	-	0.00%
INTEREST & OTHER INCOME					
361.10-01	INTEREST INCOME	-	-	-	0.00%
361.10-10	FORFEITURE	-	-	-	0.00%
**	TOTAL INTEREST & OTHER INCOME	-	-	-	0.00%
OTHER SOURCES					
389.90-00	APPROPRIATED RESERVES	-	8,000	-	-100.00%
*	APPROPRIATED RESERVES	-	8,000	-	-100.00%
**	TOTAL OTHER SOURCES	-	8,000	-	-100.00%
TOTAL POLICE FORFEITURE-STATE		**9,723**	**8,000**	**-**	**-100.00%**

FUND 112
DEPT 00
DIVISION 00

CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

POLICE FORFEITURE-STATE FUND REVENUES

ACCOUNT	DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2014-2015
351.10-00	POLICE JUDGMENTS & FINES	NO AMOUNT BUDGETED	-	-
351.10-10	FORFEITURE	NO AMOUNT BUDGETED	-	-
389.90-00	APPROPRIATED RESERVES	NO AMOUNT BUDGETED	-	-

FUND	**112**	**CITY OF TAVARES**
DEPT	**21**	**ADOPTED BUDGET**
DIVISION	**SEE BELOW**	**FISCAL YEAR 2014-2015**

POLICE FORFEITURE-STATE FUND EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2012-2013	REVISED BUDGET 2013-2014	ADOPTED BUDGET 2014-2015	% CHANGE OVER FY 13-14
OPERATING EXPENDITURES					
521.40-10	TRAVEL & PER DIEM	-	-	-	
521.52-10	OPERATING SUPPLIES	-	-	-	0.00%
521.52-11	DURABLE GOODS	-	8,000	-	-100.00%
521.52-40	INVESTIGATION FUNDS	-	-	-	0.00%
* OPERATING EXPENDITURES		-	8,000	-	-100.00%
TOTAL	**POLICE**	**-**	**8,000**	**-**	**-100.00%**
TOTAL POLICE FORFEITURE-STATE		**-**	**8,000**	**-**	**-100.00%**

FUND 112
DEPT 21
DIVISION See Below

CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

POLICE FORFEITURE-STATE FUND EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2014-2015
2101-POLICE SERVICES				
521.14-10	OVERTIME	NO AMOUNT BUDGETED	-	-
521.52-10	OPERATING SUPPLIES	NO AMOUNT BUDGETED	-	-
521.52-11	DURABLE GOODS	NO AMOUNT BUDGETED	-	-
521.52-40	INVESTIGATION FUNDS	NO AMOUNT BUDGETED	-	-
521.64-10	EQUIP - REPLACEMENT	NO AMOUNT BUDGETED	-	-
521.64-13	EQUIP - COMP REPLACEMENT	NO AMOUNT BUDGETED	-	-
521.64-14	EQUIP - NEW COMPUTERS	NO AMOUNT BUDGETED	-	-
521.64-15	EQUIP - NEW	NO AMOUNT BUDGETED	-	-
521.64-20	DURABLE GOODS	NO AMOUNT BUDGETED	-	-

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POLICE
FORFEITURES-FEDERAL
FUND 113

Budget Summary

Department Summary	Audited Actuals 2012-2013	Revised Budget 2013-2014	Adopted Budget 2014-2015	% Change Over FY 13-14
Police Services-2101				
Personal Services	-	-	-	0.00%
Operating Expenses	-	-	-	0.00%
Capital Expenses	-	-	-	0.00%
Grand Total Police	**$ -**	**$ -**	**$ -**	**0.00%**

FUND	**113**	**CITY OF TAVARES**
DEPT	**00**	**ADOPTED BUDGET**
DIVISION	**00**	**FISCAL YEAR 2014-2015**

POLICE FORFEITURE-FEDERAL FUND REVENUES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2012-2013	REVISED BUDGET 2013-2014	ESTIMATED REVENUE 2014-2015	% CHANGE OVER FY 13-14
FINES & FORFEITURES					
351.10-00	JUDGMENTS & FINES	-	-	-	0.00%
**	TOTAL FINES & FORFEITURES	-	-	-	0.00%
INTEREST & OTHER INCOME					
361.10-01	INTEREST INCOME	-	-	-	0.00%
**	TOTAL INTEREST & OTHER INCOME	-	-	-	0.00%
OTHER SOURCES					
389.90-00	APPROPRIATED RESERVES	-	-	-	0.00%
*	APPROPRIATED RESERVES	-	-	-	0.00%
**	TOTAL OTHER SOURCES	-	-	-	0.00%
TOTAL POLICE FORFEITURES-FEDERAL		**-**	**-**	**-**	**0.00%**

FUND 113
DEPT 00
DIVISION 00

CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

POLICE FORFEITURE-FEDERAL FUND REVENUES

ACCOUNT	DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2014-2015
351.10-00	POLICE JUDGMENTS & FINES	NO AMOUNT BUDGETED	-	-
361.10-01	INTEREST INCOME	NO AMOUNT BUDGETED	-	-
389.90-00	APPROPRIATED RESERVES	NO AMOUNT BUDGETED	-	-

FUND	**113**	**CITY OF TAVARES**
DEPT	**21**	**ADOPTED BUDGET**
DIVISION	**01**	**FISCAL YEAR 2014-2015**

POLICE FORFEITURE-FEDERAL FUND EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2012-2013	REVISED BUDGET 2013-2014	ADOPTED BUDGET 2014-2015	% CHANGE OVER FY 13-14
SALARIES AND BENEFITS					
521.14-10	OVERTIME	-	-	-	0.00%
*	SALARIES AND BENEFITS	-	-	-	0.00%
CAPITAL EXPENDITURES					
521.64-13	EQUIP - COMP REPLACEMENT	-	-	-	0.00%
521.64-14	EQUIP - NEW COMPUTERS	-	-	-	0.00%
521.64-15	EQUIP - NEW	-	-	-	0.00%
*	CAPITAL EXPENDITURES	-	-	-	0.00%
TOTAL POLICE FORFEITURE-FEDERAL		**-**	**-**	**-**	**0.00%**

FUND 113
DEPT 21
DIVISION 01

CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

POLICE FORFEITURE-FEDERAL FUND EXPENDITURE JUSTIFICATION

ACCOUNT	DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2014-2015
521.14-10	OVERTIME	NO AMOUNT BUDGETED	-	-
521.64-13	EQUIP - COMP REPLACEMENT	NO AMOUNT BUDGETED	-	-
521.64-14	EQUIP - NEW COMPUTERS	NO AMOUNT BUDGETED	-	-
521.64-15	EQUIP - NEW	NO AMOUNT BUDGETED	-	-

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PARKS & RECREATION IMPACTS

FUND 114

Budget Summary

Department Summary	Audited Actuals 2012-2013	Revised Budget 2013-2014	Adopted Budget 2014-2015	% Change Over FY 13-14
Parks & Rec-7201				
Operating Expenses	-	-	-	0.00%
Capital Expenses	11,615	-	-	0.00%
Debt	-	-	-	0.00%
Transfers & Other	-	-	-	0.00%
Grand Total Parks & Rec	**$ 11,615**	**$ -**	**$ -**	**0.00%**

FUND	**114**	**CITY OF TAVARES**
DEPT	**00**	**ADOPTED BUDGET**
DIVISION	**00**	**FISCAL YEAR 2014-2015**

PARKS & RECREATION IMPACT FEE FUND REVENUES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2012-2013	REVISED BUDGET 2013-2014	ESTIMATED REVENUE 2014-2015	% CHANGE OVER FY 13-14
INTEREST & OTHER INCOME					
361.10-01	INTEREST INCOME	-	-	**-**	0.00%
**	TOTAL INTEREST & OTHER INCOME	-	-	**-**	0.00%
IMPACT FEES					
363.22-03	PARKS & RECREATION IMPACT	67,151	-	**46,199**	100.00%
363.22-94	CRA CREDITS - PARK IMPACT	61,113	-	**-**	0.00%
**	TOTAL IMPACT FEES	128,264	-	**46,199**	100.00%
OTHER SOURCES					
389.90-00	APPROPRIATED RESERVES	-	-	**(46,199)**	N/A
*	APPROPRIATED RESERVES	-	-	**(46,199)**	N/A
**	TOTAL OTHER SOURCES	-	-	**(46,199)**	N/A
TOTAL PARKS & REC IMPACT FEE		**128,264**	**-**	**-**	**0.00%**

FUND 114
DEPT 00
DIVISION 00

CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

PARKS & RECREATION IMPACT FEE FUND REVENUES

ACCOUNT	DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2014-2015
361.10-01	INTEREST INCOME	INTEREST INCOME	-	-
363.22-03	PARKS & RECREATION IMPACT	IMPACT FEES	46,199	46,199
363.22-94	CRA CREDITS - PARK IMPACT	NO AMOUNT BUDGETED	-	-
389.90-00	APPROPRIATED RESERVES	UNAPPROPRIATED RESERVES	(46,199)	(46,199)

FUND	**114**	**CITY OF TAVARES**
DEPT	**72**	**ADOPTED BUDGET**
DIVISION	**01**	**FISCAL YEAR 2014-2015**

PARKS & RECREATION IMPACT FEE EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2012-2013	REVISED BUDGET 2013-2014	ADOPTED BUDGET 2014-2015	% CHANGE OVER FY 13-14
CAPITAL EXPENDITURES					
572.64-15	EQUIP - NEW	-	-	-	0.00%
572.64-25	FUTURE PROJECTS	11,615	-	-	0.00%
*	CAPITAL EXPENDITURES	11,615	-	-	0.00%
TOTAL	**PARKS IMPACTS**	**11,615**	**-**	**-**	**0.00%**

FUND	**114**	**CITY OF TAVARES**
DEPT	**72**	**ADOPTED BUDGET**
DIVISION	**01**	**FISCAL YEAR 2014-2015**

PARKS & RECREATION IMPACT FEE EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2014-2015
572.64-25	FUTURE PROJECTS	NO AMOUNT BUDGETED	-	-

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FREEDOM FLAG MAINTENANCE FUND

FUND 117

Fund Established in Fiscal Year 2013

Budget Summary

Department Summary	Audited Actuals 2012-2013	Revised Budget 2013-2014	Adopted Budget 2014-2015	% Change Over FY 13-14
Parks & Rec-7201				
Operating Expenses	-	-	-	0.00%
Capital Expenses	11,615	-	-	0.00%
Debt	-	-	-	0.00%
Transfers & Other	-	-	-	0.00%
Grand Total Parks & Rec	**$ 11,615**	**$ -**	**$ -**	**0.00%**

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FUND	**117**	**CITY OF TAVARES**
DEPT	**00**	**ADOPTED BUDGET**
DIVISION	**00**	**FISCAL YEAR 2014-2015**

FREEDOM FLAG MAINTENANCE FUND REVENUES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2012-2013	REVISED BUDGET 2013-2014	ESTIMATED REVENUE 2014-2015	% CHANGE OVER FY 13-14
INTEREST & OTHER INCOME					
361.10-01	INTEREST INCOME	-	-	-	0.00%
**	TOTAL INTEREST & OTHER INCOME	-	-	**-**	0.00%
OTHER SOURCES					
366.06-00	FOUNT/FLAG POLE DONATIONS	21,447	-	-	0.00%
389.90-00	APPROPRIATED RESERVES	-	-	**11,120**	0.00%
*	APPROPRIATED RESERVES	21,447	-	**11,120**	0.00%
**	TOTAL OTHER SOURCES	21,447	-	**11,120**	0.00%
TOTAL FREEDOM FLAG MAINTENANCE FUND		**21,447**	**-**	**11,120**	**0.00%**

FUND 117
DEPT 00
DIVISION 00

FREEDOM FLAG MAINTENANCE FUND REVENUES

ACCOUNT	DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2014-2015
366.06-00	FOUNT/FLAG POLE DONATIONS	NO AMOUNT BUDGETED	-	-
389.90-00	APPROPRIATED RESERVES	APPROPRIATED RESERVES	11,120	11,120

CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

FUND **117**
DEPT **41**
DIVISION **01**

FREEDOM FLAG MAINTENANCE FUND EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2012-2013	REVISED BUDGET 2013-2014	ADOPTED BUDGET 2014-2015	% CHANGE OVER FY 13-14
OPERATING EXPENDITURES					
541.46-25	MISCELLANEOUS	-	-	**10,000**	
541.52-10	OPERATING SUPPLIES	-	-	**1,120**	100.00%
*	OPERATING EXPENDITURES	-	-	**11,120**	100.00%
CAPITAL EXPENDITURES					
541.64-15	EQUIP - NEW	-	-	**-**	0.00%
541.64-30	CAPITAL EQUIPMENT	-	-	**-**	0.00%
*	CAPITAL EXPENDITURES	-	-	**-**	0.00%
TRANSFERS AND OTHERS					
541.91-01	TRANSFERS TO GENERAL FUND	-	-	**-**	0.00%
*	TOTAL TRANSFERS OTHERS	-	-	**-**	0.00%
****TOTAL**	**FREEDOM FLAG MAINT FUND**	**-**	**-**	**11,120**	**100.00%**

FUND 117
DEPT 41
DIVISION 01

FREEDOM FLAG MAINTENANCE FUND EXPENDITURE JUSTIFICATION

ACCOUNT	DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2014-2015
541.46-25	MISCELLANEOUS	LANDSCAPE MAINTENANCE (I.E. PLANTS, GROUND COVER, MULCH)	8,000	10,000
		MAINTENANCE WITHIN CIRCLE (I.E. IRRIGATION, LIGHTING, FLAG POLE)	2,000	
541.52-10	OPERATING SUPPLIES	FLAG REPLACEMENTS	1,120	1,120

Community Theater

FUND 118

Fund Established in Fiscal Year 2014

Budget Summary

Department Summary	Audited Actuals 2012-2013	Revised Budget 2013-2014	Adopted Budget 2014-2015	% Change Over FY 13-14
Parks & Rec-7201				
Operating Expenses	-	-	-	0.00%
Capital Expenses		-	-	0.00%
Debt	-	-	-	0.00%
Transfers & Other	-	-	-	0.00%
Grand Total Parks & Rec	**$ -**	**$ -**	**$ -**	**0.00%**

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FIRE ASSESSMENT

FUND 122

Established October 1, 2012

Budget Summary

Department Summary	Audited Actuals 2012-2013	Revised Budget 2013-2014	Adopted Budget 2014-2015	% Change Over FY 13-14
Fire Assessment				
Operating Expenses	-	-	**-**	0.00%
Capital Expenses	-	-	**-**	0.00%
Debt	-	-	**-**	0.00%
Transfers & Other	1,516,426	1,569,134	**1,619,134**	3.19%
Grand Total Fire Assessment	**$ 1,516,426**	**$ 1,569,134**	**$ 1,619,134**	**3.19%**

FUND	**122**	**CITY OF TAVARES**
DEPT	**00**	**ADOPTED BUDGET**
DIVISION	**00**	**FISCAL YEAR 2014-2015**

FIRE ASSESSMENT FEE FUND REVENUES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2012-2013	REVISED BUDGET 2013-2014	ESTIMATED REVENUE 2014-2015	% CHANGE OVER FY 13-14
INTEREST & OTHER INCOME					
361.10-01	INTEREST INCOME	-	-	-	0.00%
361.10-04	INVESTMENT INCOME	-	-	-	
363.10-01	FIRE ASSESSMENTS	1,516,426	1,569,134	1,619,134	
**	TOTAL INTEREST & OTHER INCOME	**1,516,426**	**1,569,134**	**1,619,134**	3.19%
IMPACT FEES					
363.22-03	PARKS & RECREATION IMPACT	-	-	**-**	0.00%
363.22-94	CRA CREDITS - PARK IMPACT	-	-	-	0.00%
**	TOTAL IMPACT FEES	-	-	**-**	0.00%
OTHER SOURCES					
381.01-01	TRANSFERS FROM GEN FUND	-	-	**-**	0.00%
*	APPROPRIATED RESERVES	-	-	**-**	0.00%
**	TOTAL OTHER SOURCES	-	-	**-**	0.00%
TOTAL FIRE ASSESSMENT FEE		**1,516,426**	**1,569,134**	**1,619,134**	**3.19%**

FUND 122
DEPT 00
DIVISION 00

CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

FIRE ASSESSMENT FEE FUND REVENUES

ACCOUNT	DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2014-2015
363.10-01	FIRE ASSESSMENTS	FIRE ASSESSMENTS ON REAL PROPERTY WITH STRUCTURES		1,619,134
		GOVERNMENT & EXEMPT ORGANIZATIONS EXEMPT	1,619,134	

FUND	**122**	**CITY OF TAVARES**
DEPT	**22**	**ADOPTED BUDGET**
DIVISION	**01**	**FISCAL YEAR 2014-2015**

FIRE ASSESSMENT FEE EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2012-2013	REVISED BUDGET 2013-2014	ADOPTED BUDGET 2014-2015	% CHANGE OVER FY 13-14
OPERATING EXPENDITURES					
522.59-20	REIMBURSEMENT TO GENERAL FUND	-	-	-	0.00%
*	OPERATING EXPENDITURES	-	-	-	0.00%
CAPITAL EXPENDITURES					
572.64-15	EQUIP - NEW	-	-	-	0.00%
522.64-30	CAPITAL EQUIPMENT	-	-	-	0.00%
*	CAPITAL EXPENDITURES	-	-	-	0.00%
APPROPRIATED RESERVES					
522.91-01	TRANSFERS TO GENERAL FUND	1,516,426	1,569,134	1,619,134	3.19%
*	APPROPRIATED RESERVES	1,516,426	1,569,134	**1,619,134**	3.19%
**	TOTAL APPROPRIATED RESERVES				
TOTAL	**FIRE ASSESSMENT FEE**	**1,516,426**	**1,569,134**	**1,619,134**	**3.19%**

FUND 122
DEPT 22
DIVISION 01

CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

FIRE ASSESSMENT FEE EXPENDITURE JUSTIFICATION

ACCOUNT	DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2014-2015
522.91-01	TRANSFERS TO GENERAL FUND	TRANSFERS (NET) TO GENERAL FUND	1,619,134	1,619,134

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INFRASTRUCTURE SALES TAX

FUND 150

Budget Summary

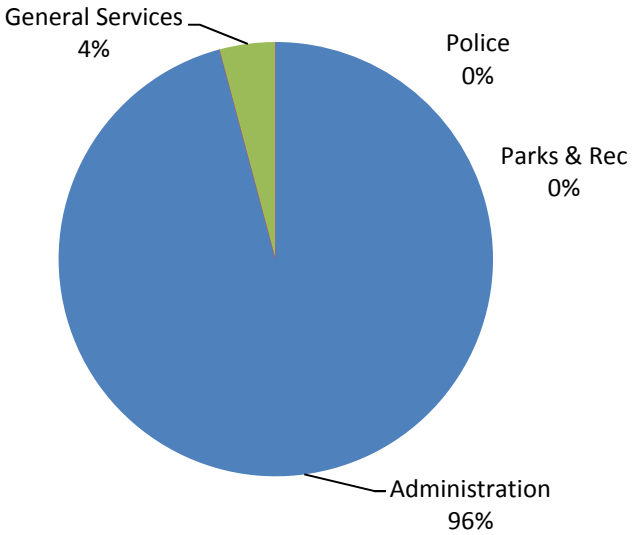
Department Summary	Audited Actuals 2012-2013	Revised Budget 2013-2014	Adopted Budget 2014-2015	% Change Over FY 13-14
Administration-12				
Operating Expenses	-	-	**-**	0.00%
Capital Expenses	-	-	**-**	0.00%
Debt	1,085,282	1,244,637	**1,344,990**	8.06%
Total Administration	1,085,282	1,244,637	**1,344,990**	8.06%
Police-21				
Capital Expenses	-	79,394	**-**	0.00%
Total Police	-	79,394	**-**	0.00%
General Services-41				
Operating Expenses	-	-	**-**	0.00%
Capital Expenses	-	-	**58,407**	0.00%
Total General Services	-	-	**58,407**	0.00%
Parks & Recreation-72				
Capital Expenses	256,719	-	**-**	0.00%
Total Parks & Rec	256,719	-	**-**	0.00%
Grand Total Infrastructure	**$ 1,342,001**	**$ 1,324,031**	**$ 1,403,397**	**5.99%**
	YES	YES	YES	

FUND 150

Budget Summary (continued)

Department	Audited Actuals 2012-2013	Revised Budget 2013-2014	Adopted Budget 2014-2015	% Change Over FY 13-14
Administration	1,085,282	1,244,637	1,344,990	8.06%
Police	0	79,394	0	-100.00%
General Services	0	0	58,407	100.00%
Parks & Rec	256,719	0	0	0.00%
Grand Total Infrastructure	**$ 1,342,001**	**$ 1,324,031**	**$ 1,403,397**	**5.99%**
Category Summary				
Operating Expenses	0	0	**0**	0.00%
Capital Expenses	256,719	79,394	**58,407**	-26.43%
Debt	1,085,282	1,244,637	**1,344,990**	8.06%
Grand Total Infrastructure	**$ 1,342,001**	**$ 1,324,031**	**$ 1,403,397**	**5.99%**

Fund 150



FUND	**150**	**CITY OF TAVARES**
DEPT	**00**	**ADOPTED BUDGET**
DIVISION	**00**	**FISCAL YEAR 2014-2015**

INFRASTRUCTURE SALES TAX REVENUES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2012-2013	REVISED BUDGET 2013-2014	ESTIMATED REVENUE 2014-2015	% CHANGE OVER FY 13-14
TAXES					
312.60-00	INFRASTRUCTURE SURTAX	1,127,934	1,146,020	1,230,569	7.38%
** TOTAL TAXES		1,127,934	1,146,020	**1,230,569**	7.38%
INTEREST & OTHER INCOME					
337.10-50	COUNTY REIMBURSEMENTS	-	-	**-**	
361.10-01	INTEREST INCOME	3	-	**-**	0.00%
361.10-02	SBA INTEREST	1,381	875	**400**	-54.29%
361.10-08	INVESTMENT	-	-	**-**	0.00%
367.02-00	UNREALIZED GAIN ON INVEST	329	1,500	**-**	-100.00%
** TOTAL INTEREST & OTHER INCOME		1,713	2,375	**400**	-83.16%
OTHER SOURCES					
361.10-09	LOAN PROCEEDS	-	-	**-**	0.00%
384.20-00	LEAGUE LEASE	-	-	**-**	0.00%
* DEBT PROCEEDS		-	-	**-**	0.00%
TRANSFER & REIMBURSEMENTS					
381.01-01	TRANSFERS FROM GEN FUND	112,382	237,368	**65,340**	-72.47%
* TRANSFERS & REIMBURSEMENTS		112,382	237,368	**65,340**	-72.47%
389.90-00	APPROPRIATED RESERVES	**-**	(61,732)	**107,088**	N/A
* APPROPRIATED RESERVES		-	(61,732)	**107,088**	N/A
** TOTAL OTHER SOURCES		112,382	175,636	**172,428**	-1.83%
TOTAL INFRASTRUCTURE SALES TAX		**1,242,029**	**1,324,031**	**1,403,397**	**5.99%**

FUND 150
DEPT 00
DIVISION 00

CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

INFRASTRUCTURE SALES TAX REVENUES

ACCOUNT	DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2014-2015
312.60-00	INFRASTRUCTURE SURTAX	LOCALLY ASSESSED ONE CENT INFRASTRUCTURE SALES TAX		1,230,569
		DISTRIBUTED BY THE STATE OF FL - EST 3% GROWTH	1,230,569	
361.10-01	INTEREST INCOME	NO AMOUNT BUDGETED	-	-
361.10-02	SBA INTEREST	INTEREST INCOME	400	400
367.02-00	UNREALIZED GAIN ON INVEST	NO AMOUNT BUDGETED	-	-
381.01-01	TRANSFERS FROM GENERAL	TRANSFER FROM GENERAL		65,340
		PAVING/WOOTON PARK LOAN	65,340	
389.90-00	APPROPRIATED RESERVES	POLICE CAR LEASE DEBT SERVICE	107,088	107,088

FUND	**150**	**CITY OF TAVARES**
DEPT	**See Below**	**ADOPTED BUDGET**
DIVISION	**See Below**	**FISCAL YEAR 2014-2015**

INFRASTRUCTURE SALES TAX FUND EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2012-2013	REVISED BUDGET 2013-2014	ADOPTED BUDGET 2014-2015	% CHANGE OVER FY 13-14
1201-ADMINISTRATION					
DEBT SERVICE					
512.71-05	OTHER-PRINCIPAL	235,000	423,000	**529,920**	25.28%
512.71-20	CAPITAL LEASE - PRINCIPAL	-	-	**-**	0.00%
512.71-25	SALES TAX REVENUE NOTE-03	545,000	565,000	**585,000**	3.54%
512.72-05	OTHER-INTEREST	219,952	191,525	**185,920**	-2.93%
512.72-20	CAPITAL LEASE - INTEREST	-	-	**-**	0.00%
512.72-25	SALES TAX REVENUE NOTE-03	85,330	65,112	**44,150**	-32.19%
512.73-10	DEBT SERVICE COSTS	-	-	**-**	0.00%
* DEBT SERVICE		1,085,282	1,244,637	**1,344,990**	8.06%
TOTAL	**1201-ADMINISTRATION**	**1,085,282**	**1,244,637**	**1,344,990**	**8.06%**
2101-POLICE SERVICES					
CAPITAL EXPENDITURES					
521.61-10	LAND	-	-	**-**	
521.62-20	BUILDINGS	-	-	**-**	0.00%
521.64-11	EQUIP-VEHICLE REPLACEMENT	-	79,394	**-**	-100.00%
* CAPITAL EXPENDITURES		-	79,394	**-**	-100.00%
TOTAL	**2101-POLICE SERVICES**	**-**	**79,394**	**-**	**-100.00%**
4102-STREET MAINTENANCE					
CAPITAL EXPENDITURES					
541.63-20	SIDEWALK REPAIR/CONST.	-	-	**-**	0.00%
541.63-30	PAVING	-	-	**-**	0.00%
541.63-60	LANDSCAPING	-	-	**-**	0.00%
541.64-10	EQUIP - REPLACEMENT	-	-	**-**	0.00%
541.64-11	EQUIP - VEHICLE REPLACEMENT	-	-	**-**	0.00%
541.64-15	EQUIP - NEW	-	-	**-**	0.00%
541.64-25	FUTURE PROJECTS	-	-	**58,407**	100.00%
* CAPITAL EXPENDITURES		-	-	**58,407**	100.00%
TOTAL	***4102-STREET MAINTENANCE***	**-**	**-**	**58,407**	**100.00%**
7201-PARKS					
CAPITAL EXPENDITURES					
572.63-30	PAVING	-	-	**-**	0.00%
572.64-10	EQUIP - REPLACEMENT	-	-	**-**	0.00%
572.64-15	EQUIP - NEW	-	-	**-**	0.00%
572.64-25	FUTURE PROJECTS	256,719	-	**-**	0.00%
* CAPITAL EXPENDITURES		256,719	-	**-**	0.00%
TOTAL	**7201-PARKS**	**256,719**	**-**	**-**	**0.00%**
TOTAL	***7201-PARKS***	**256,719**	**-**	**-**	**0.00%**
TOTAL INFRASTRUCTURE SALES TAX		**1,342,001**	**1,324,031**	**1,403,397**	**5.99%**

CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

INFRASTRUCTURE SALES TAX FUND EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2014-2015
1201-ADMINISTRATION			
512.71-05 OTHER	PRINCIPAL PAYMENTS ROAD PAVING NOTE 1.5M		529,920
	10/1/2015	69,000	
	PRINCIPAL PYMTS WOOTON PARK CAP IMP REV NOTE 6.53M		
	2/1/2015	368,000	
	PRINCIPAL PAYMENTS POLICE CARS LEASE 2014		
	10/1/2014	22,617	
	1/1/2015	22,692	
	4/1/2015	22,768	
	7/1/2015	24,843	
512.71-25 SALES TAX REVENUE NOTE-03	SALES TAX REV NOTE 2003 PRINCIPAL 10-1-15 (6M)	585,000	585,000
512.72-05 OTHER	INTEREST PAYMENTS FOR ROAD PAVING NOTE (1.5M)		185,920
	10/1/2014	22,763	
	4/1/2015	22,763	
	INTEREST PYMTS WOOTON PK CAP IMP REF NOTE (6.53M)		
	2/1/2015	69,612	
	8/1/2015	65,343	
	INTEREST PAYMENTS POLICE CARS LEASE 2014		
	10/1/2014	1,473	
	1/1/2015	1,398	
	4/1/2015	1,322	
	7/1/2015	1,246	
512.72-25 SALES TAX REVENUE NOTE-03	SALES TAX REVENUE NOTE 2003 INTEREST (6M)		44,150
	10/1/2014	22,075	
	4/1/2015	22,075	
2101-POLICE SERVICES			
521.64-11 EQUIP-VEHICLE REPLACEMENT	NO AMOUNT BUDGETED	-	-
4102-STREET MAINTENANCE			
541.64-25 FUTURE PROJECTS	PAVILION PARKING LOT	58,407	58,407
7201-PARKS			
572.64-25 FUTURE PROJECTS	NO AMOUNT BUDGETED	-	-

GRANT FUND

FUND 151

Budget Summary

Department Summary	Audited Actuals 2012-2013	Revised Budget 2013-2014	Adopted Budget 2014-2015	% Change Over FY 13-14
Community Dev-15				
Personal Services	-	-	**-**	0.00%
Operating Expenses	-	25,000	**-**	0.00%
Capital Expenses	-	-	**-**	0.00%
Total Comm. Development	-	25,000	**-**	0.00%
Police Services-21				
Personal Services	-	-	**-**	0.00%
Operating Expenses	5,886	3,891	**5,743**	47.60%
Capital Expenses	-	3,797	**-**	-100.00%
Total Police Services	5,886	7,688	**5,743**	-25.30%
Fire Services-22				
Personal Services	-	-	**-**	0.00%
Operating Expenses	-	2,255	**-**	-100.00%
Capital Expenses	95,801	400,434	**-**	-100.00%
Total Fire Services	95,801	402,689	**-**	-100.00%
Wastewater-35				
Personal Services	-	-	**-**	0.00%
Operating Expenses	-	-	-	0.00%
Capital Expenses	-	-	**-**	0.00%
Total Wastewater	-	-	**-**	0.00%
Stormwater-38				
Personal Services	-			0.00%
Operating Expenses	-	-	**-**	0.00%
Capital Expenses	-			0.00%
Total Stormwater	-	-	**-**	0.00%
General Services-41				
Personal Services	-			0.00%
Operating Expenses	-	30,200	**-**	-100.00%
Capital Expenses	104,764	-	**193,174**	100.00%
Total General Services	104,764	30,200	**193,174**	539.65%
Economic Development-59				
Personal Services	-			0.00%
Operating Expenses	-			0.00%
Capital Expenses	2,837			0.00%
Total Economic Develop.	2,837	-	**-**	0.00%
Library-71				
Personal Services	-			0.00%
Operating Expenses	-	-	**-**	0.00%
Capital Expenses	-	-	**-**	0.00%
Total Library	-	-	**-**	0.00%

Parks & Recreation-72				
Personal Services	-			0.00%
Operating Expenses	-			0.00%
Capital Expenses	-	75,000	**248,000**	230.67%
Total Parks & Rec	-	75,000	**248,000**	230.67%
Grand Total Grant Fund	**$ 209,288**	**$ 540,577**	**$ 446,917**	**-17.33%**
Category Summary				
Personal Services	-	-	**-**	0.00%
Operating Expenses	5,886	61,346	**5,743**	-90.64%
Capital Expenses	203,402	479,231	**441,174**	-7.94%
Grand Total Grant Fund	**$ 209,288**	**$ 540,577**	**$ 446,917**	**-17.33%**

FUND 151
DEPT 00
DIVISION 00

CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

GRANT FUND REVENUES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2012-2013	REVISED BUDGET 2013-2014	ESTIMATED REVENUE 2014-2015	% CHANGE OVER FY 13-14
GRANTS - FEDERAL AND STATE					
331.20-10	LLEBG	-	-	**-**	0.00%
331.20-11	BYRNE FORMULA GRANTS	5,886	7,688	**5,743**	-25.30%
331.20-12	BYRNE PROGRAM REVENUE	-	-	**-**	0.00%
331.25-10	ASSISTANCE TO FIREFIGHTER	-	2,255	**-**	-100.00%
331.25-11	FEMA GRANTS	25,000	-	**-**	0.00%
331.25-12	FEDERAL EOC GRANT	95,801	268,478	**-**	-100.00%
331.30-00	PHYSICAL ENVIRONMENT	-	-	**-**	0.00%
331.49-10	FRA - RAILROAD GRANT	2,837	-	**-**	0.00%
331.50-20	FDOT JPA US441 LANDSCAPING	-	-	**-**	0.00%
331.50-22	FDOTJPA SR19 SIDEWALK	-	30,200	**118,174**	291.30%
331.70-01	NATIONAL PARK SERVICE	-	-	**-**	0.00%
331.70-02	FLA FISH & WILDLIFE	-	-	**-**	0.00%
332.20-21	US DEPT JUSTICE - JAG	-	-	**-**	0.00%
* FEDERAL GRANTS		129,524	308,621	**123,917**	-59.85%
334.20-00	POLICE	-	-	**-**	0.00%
334.60-01	CBIR GRANT	-	-	**-**	0.00%
334.70-01	FRDAP GRANTS	-	-	**-**	0.00%
334.70-05	FL FISH & WILDLIFE	1,864	-	**-**	0.00%
* STATE GRANTS		1,864	-	**-**	0.00%
** TOTAL GRANTS - FEDERAL AND STATE		131,388	308,621	**123,917**	-59.85%
INTERGOVERNMENTAL REVENUE					
337.10-10	LAKE COUNTY WATER AUTH.	-	-	**-**	0.00%
337.10-30	LAKE COUNTY EMS GRANT	-	-	**-**	0.00%
337.10-40	ST JOHNS WATER MGMT DIST	-	-	**-**	0.00%
337.40-10	SEA PLANE BASIN	-	-	**-**	0.00%
337.50-10	LAKE COUNTY TOURISM	-	-	**248,000**	100.00%
337.70-30	CDBG GRANTS	52,382	75,000	**75,000**	0.00%
337.70-60	LIBRARY	-	-	**-**	0.00%
** INTERGOVERNMENTAL REVENUE		52,382	75,000	**323,000**	330.67%
INTEREST & OTHER INCOME					
361.10-01	INTEREST INCOME	-	-	**-**	0.00%
** TOTAL INTEREST & OTHER INCOME		-	-	**-**	0.00%
					0.00%
OTHER SOURCES					
389.40-01	LIBRARY PRIVATE GRANT	-	-	**-**	0.00%
389.90-00	APPROPRIATED RESERVES	-	131,956	**-**	-100.00%
* APPROPRIATED RESERVES		-	131,956	**-**	-100.00%
** TOTAL OTHER SOURCES		-	131,956	**-**	-100.00%
TOTAL GRANT FUND		**183,770**	**515,577**	**446,917**	**-13.32%**

FUND 151
DEPT 00
DIVISION 00

CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

GRANT FUND REVENUES

ACCOUNT	DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2014-2015
		***NOTE: GRANT AWARD FUNDING AGREEMENTS ARE REQUIRED BEFORE BUDGET AUTHORITY MAY BE RELEASED FOR FY 2015 GRANT BUDGET ITEMS**		
331.20-11	BYRNE FORMULA GRANTS	FDLE JAG - RIFLE OPTICS	5,743	5,743
331.25-10	ASSISTANCE TO FIREFIGHTER	NO AMOUNT BUDGETED	-	-
331.25-11	FEMA GRANTS	NO AMOUNT BUDGETED	-	-
331.25-12	EMERGENCY OP CENTER GRANT	NO AMOUNT BUDGETED	-	-
331.49-10	FRA - RAILROAD GRANT	NO AMOUNT BUDGETED	-	-
331.50-22	FDOTJPA SR19 SIDEWALK	FDOT JPA GRANT - SLIM HAYWOOD AVE TO LANE PARK CUT OFF	118,174	118,174
331.70-03	LWCF GRANT	NO AMOUNT BUDGETED	-	-
334.70-05	FL BOATING IMPRV PROGRAM	NO AMOUNT BUDGETED	-	-
337.50-10	TOURISM	TDC GRANT - WOOTON PARK EXPANSION	248,000	248,000
337.70-30	CDBG GRANTS	ALLEYWAY BRICK PAVE - 1 BLOCK(PROJECT#CR0701)		75,000
		COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)	75,000	
389.90-00	APPROPRIATED RESERVES	NO AMOUNT BUDGETED	-	-

FUND	**151**	**CITY OF TAVARES**	
DEPT	**See Below**	**ADOPTED BUDGET**	
DIVISION	**See Below**	**FISCAL YEAR 2014-2015**	

GRANT FUND EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2012-2013	REVISED BUDGET 2013-2014	ADOPTED BUDGET 2014-2015	% CHANGE OVER FY 13-14
1501-COMMUNITY DEVELOPMENT					
OPERATING EXPENDITURES					
515.31-15	ENGINEERING	-	-	-	0.00%
515.34-10	CONTRACTUAL SERVICES	-	25,000	-	0.00%
515.49-10	ADVERTISING	-	-	-	0.00%
*	OPERATING EXPENDITURES	-	25,000	-	0.00%
CAPITAL EXPENDITURES					
515.63-20	SIDEWALK REPAIR/CONST.	-	-	-	0.00%
515.64-25	FUTURE PROJECTS	-	-	-	0.00%
*	CAPITAL EXPENDITURES	-	-	-	0.00%
TOTAL	**1501-COMMUNITY DEVELOPMENT**	**-**	**25,000**	**-**	**0.00%**
2101-POLICE SERVICES					
OPERATING EXPENDITURES					
521.52-10	OPERATING SUPPLIES	4,886	498	-	-100.00%
521.52-11	DURABLE GOODS	1,000	3,393	**5,743**	69.26%
*	OPERATING EXPENDITURES	5,886	3,891	**5,743**	47.60%
CAPITAL EXPENDITURES					
521.64-10	EQUIP - REPLACEMENT	-	-	-	0.00%
521.64-14	EQUIP - NEW COMPUTERS	-	1,397	-	-100.00%
521.64-15	EQUIP - NEW	-	2,400	-	-100.00%
521.64-23	SOFTWARE	-	-	-	0.00%
*	CAPITAL EXPENDITURES	-	3,797	-	-100.00%
TOTAL	**2101-POLICE SERVICES**	**5,886**	**7,688**	**5,743**	**-25.30%**
2201-FIRE SUPPRESSION					
OPERATING EXPENDITURES					
522.52-11	DURABLE GOODS	-	2,255	-	-100.00%
*	OPERATING EXPENDITURES	-	2,255	-	-100.00%
CAPITAL EXPENDITURES					
522.64-15	EQUIP - NEW	-	-	-	0.00%
522.64-25	FUTURE PROJECTS	95,801	400,434	-	-100.00%
*	CAPITAL EXPENDITURES	95,801	400,434	-	-100.00%
TOTAL	**2201-FIRE SERVICES**	**95,801**	**402,689**	**-**	**-100.00%**
2202-ALS					
CAPITAL EXPENDITURES					
522.64-15	EQUIP - NEW	25,000	-	-	0.00%
*	CAPITAL EXPENDITURES	**25,000**	**-**	**-**	**0.00%**
TOTAL	**2202-ALS**	**25,000**	**-**	**-**	**0.00%**

FUND	**151**	**CITY OF TAVARES**
DEPT	**See Below**	**ADOPTED BUDGET**
DIVISION	**See Below**	**FISCAL YEAR 2014-2015**

GRANT FUND EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2012-2013	REVISED BUDGET 2013-2014	ADOPTED BUDGET 2014-2015	% CHANGE OVER FY 13-14
4101-GENERAL SERVICES					
OPERATING EXPENDITURES					
541.31-15	ENGINEERING	-	30,200	**-**	0.00%
541.49-10	ADVERTISING	-	-	**-**	0.00%
541.59-65	GRANT MATCH	-	-	**-**	0.00%
*	OPERATING EXPENDITURES	-	30,200	**-**	0.00%
TOTAL	**4101-GENERAL SERVICES**	**-**	**30,200**	**-**	**-100.00%**
4102-STREETS & ROADS					
CAPITAL EXPENDITURES					
541.63-20	SIDEWALK REPAIR/CONST.	104,764	-	**118,174**	100.00%
541.63-30	PAVING	-	-	**75,000**	100.00%
541.63-90	ROAD CONSTRUCTION	-	-	**-**	0.00%
*	CAPITAL EXPENDITURES	104,764	-	**193,174**	100.00%
TOTAL	**4101-GENERAL SERVICES**	**104,764**	**30,200**	**193,174**	**539.65%**
5901-ECONOMIC DEVELOPMENT					
CAPITAL EXPENDITURES					
559.63-91	FUTURE PROJECTS	2,837	-	**-**	0.00%
*	CAPITAL EXPENDITURES	2,837	-	**-**	0.00%
TOTAL	***5901-ECONOMIC DEVELOPMENT***	**2,837**	**-**	**-**	**0.00%**
7201-PARKS					
OPERATING EXPENDITURES					
572.52-11	DURABLE GOODS	-	-	**-**	0.00%
*	OPERATING EXPENDITURES	-	-	**-**	0.00%
CAPITAL EXPENDITURES					
572.63-80	PARK IMPROVEMENTS	-	75,000	**-**	-100.00%
572.64-25	FUTURE PROJECTS	-	-	**248,000**	100.00%
*	CAPITAL EXPENDITURES	-	75,000	**248,000**	230.67%
TOTAL	**7201-PARKS**	**-**	**75,000**	**248,000**	**230.67%**
TOTAL GRANT FUND EXPENDITURES		**234,288**	**540,577**	**446,917**	**-17.33%**

FUND 151
DEPT See Below
DIVISION See Below

CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

GRANT FUND EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2014-2015
1501-COMMUNITY DEVELOPMENT			
515.34-10 CONTRACTUAL SERVICES	NO AMOUNT BUDGETED	-	-
2101-POLICE			
521.52-10 OPERATING SUPPLIES	NO AMOUNT BUDGETED	-	-
521.52-11 DURABLE GOODS	FDLE JAG - 14 RIFLE OPTICS	5,743	5,743
521.64-14 EQUIP - NEW COMPUTERS	NO AMOUNT BUDGETED	-	-
521.64-15 EQUIP - NEW	NO AMOUNT BUDGETED	-	-
2201-FIRE			
522.52-11 DURABLE GOODS	NO AMOUNT BUDGETED	-	-
522.64-25 FUTURE PROJECTS	NO AMOUNT BUDGETED	-	-
2202-ALS			
522.64-15 EQUIP - NEW	NO AMOUNT BUDGETED	-	-
3301-WATER TREATMENT			
3502-WASTEWATER REUSE			
3801-STORMWATER			
4101-GENERAL SERVICES			
541.31-15 ENGINEERING	NO AMOUNT BUDGETED	-	-
4102-STREETS & ROADS			
541.63-20 SIDEWALK REPAIR/CONST.	FDOT JPA GRANT - SR19 SLIM HAYWOOD AVE TO LANE PARK CUT OFF	118,174	118,174
541.63-30 PAVING	ALLEYWAY BRICK PAVE - 1 BLOCK(PROJECT#CR0701) COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)	75,000	75,000
5901-ECONOMIC DEVELOPMENT			
559.63-91 RAILROAD IMPROVEMENTS	NO AMOUNT BUDGETED	-	-
7101-LIBRARY			
7201-PARKS			
572.63-80 PARK IMPROVEMENTS	NO AMOUNT BUDGETED	-	-
572.64-25 FUTURE PROJECTS	TDC GRANT	248,000	248,000

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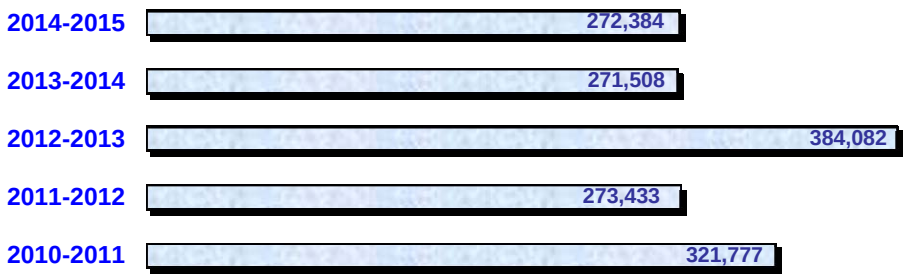
DEBT SERVICE

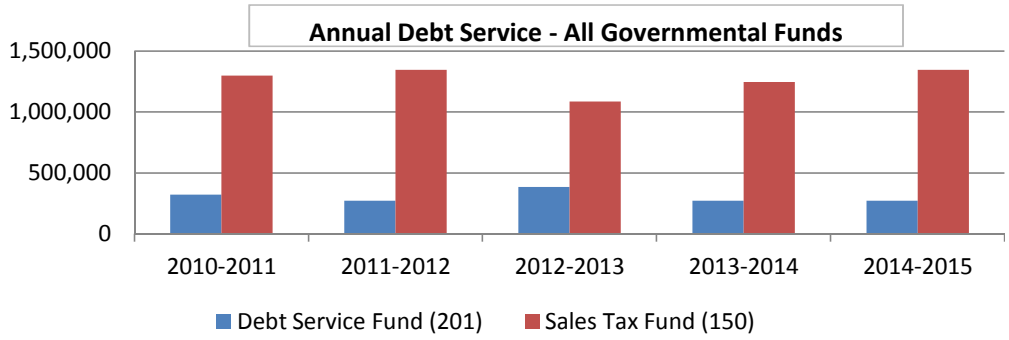
FUND 201

Budget Summary

Department Summary	Audited Actuals 2012-2013	Revised Budget 2013-2014	Adopted Budget 2014-2015	% Change Over FY 13-14
Administration-1201				
Personal Services	-	-	-	0.00%
Operating Expenses	-	-	-	0.00%
Capital Expenses	-	-	-	0.00%
Debt	384,082	271,508	**272,384**	0.32%
Transfers & Other	-	-	-	0.00%
Grand Total Debt Service	**$ 384,082**	**$ 271,508**	**$ 272,384**	**0.32%**

Historical Trend





Note: In FY 08-09, Wooton Park debt service was paid from General Fund; in FY 09-10, FY 10-11, & FY 11-12 debt service was paid from the Sales Tax Fund. FY 2013 & thereafter debt service for the the Seaplane Base will be phased back to the General Fund.

FUND	201
DEPT	00
DIVISION	00

CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

DEBT SERVICE FUND REVENUES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2012-2013	REVISED BUDGET 2013-2014	ESTIMATED REVENUE 2014-2015	% CHANGE OVER FY 13-14
AD VALOREM TAXES					
311.03-00	DEDICATED DEBT SVC - G.O.	-	-	**272,395**	
**	TOTAL AD VALOREM TAXES	-	-	**272,395**	100.00%
INTEREST & OTHER INCOME					
361.10-01	INTEREST INCOME	-	-	**-**	0.00%
361.10-02	SBA INTEREST	58	-	**44**	100.00%
361.10-08	INVESTMENT	-	-	**-**	0.00%
367.02-00	UNREALIZED GAIN ON INVEST	(9)	-	**-**	0.00%
**	TOTAL INTEREST & OTHER INCOME	49	-	**44**	100.00%
OTHER SOURCES					
381.01-01	TRANSFERS FROM GENERAL	271,711	271,554	**-**	-100.00%
381.01-17	TRANSFER FROM FIRE IMPACT	45,078	-	**-**	0.00%
*	TRANSFERS IN	316,789	271,554	**-**	-100.00%
389.90-00	APPROPRIATED RESERVES	-	(46)	**(55)**	N/A
*	APPROPRIATED RESERVES	-	(46)	**(55)**	N/A
**	TOTAL OTHER SOURCES	316,789	271,508	**(55)**	-100.02%
TOTAL DEBT SERVICE FUND		**316,838**	**271,508**	**272,384**	**0.32%**

FUND 201
DEPT 00
DIVISION 00

CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

DEBT SERVICE FUND REVENUES

ACCOUNT	DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2014-2015
311.03-00	DEDICATED DEBT SVC - G.O.	DEDICATED DEBT SERVICE	272,377	272,395
		MILLAGE FOR WOOTON PARK GENERAL OBLIGATION NOTE	18	
361.10-02	SBA INTEREST	INTEREST INCOME	44	44
361.10-08	INVESTMENT	NO AMOUNT BUDGETED	-	-
367.02-00	UNREALIZED GAIN ON INVEST	NO AMOUNT BUDGETED	-	-
381.01-01	TRANSFERS FROM GENERAL	NO AMOUNT BUDGETED	-	-
381.01-17	TRANSFER FROM FIRE IMPACT	NO AMOUNT BUDGETED	-	-
389.90-00	APPROPRIATED RESERVES	UNAPPROPRIATED REVENUE	(55)	(55)

FUND	**201**	**CITY OF TAVARES**
DEPT	**12**	**ADOPTED BUDGET**
DIVISION	**01**	**FISCAL YEAR 2014-2015**

DEBT SERVICE FUND EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2012-2013	REVISED BUDGET 2013-2014	ADOPTED BUDGET 2014-2015	% CHANGE OVER FY 13-14
DEBT SERVICE					
512.71-05	OTHER-PRINCIPAL	177,000	185,000	**191,000**	3.24%
512.71-55	FIRE STATION LOAN	110,000	-	**-**	0.00%
512.71-60	PUBLIC IMPROVEMENT 2003	-	-	**-**	0.00%
512.72-05	OTHER-INTEREST	94,711	86,508	**81,384**	-5.92%
512.72-55	FIRE STATION LOAN	2,371	-	**-**	0.00%
512.72-60	PUBLIC IMPROVEMENT 2003	-	-	**-**	0.00%
512.73-10	DEBT SERVICE COSTS	-	-	**-**	0.00%
* DEBT SERVICE		384,082	271,508	**272,384**	0.32%
TOTAL DEBT SERVICE		**384,082**	**271,508**	**272,384**	**0.32%**

FUND 201
DEPT 12
DIVISION 01

CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

DEBT SERVICE FUND EXPENDITURE JUSTIFICATION

ACCOUNT	DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2014-2015
512.71-05	OTHER	GENERAL OBLIGATON NOTE-WOOTON PARK EXPANSION		191,000
		PRINCIPAL 7-1-2015	191,000	
512.71-55	FIRE STATION LOAN	NO AMOUNT BUDGETED	-	-
512.72-05	OTHER	GENERAL OBLIGATION NOTE-WOOTON PARK EXPANSION		81,384
		INTEREST-1-1-15	40,692	
		INTEREST 7-1-15	40,692	
512.72-55	FIRE STATION LOAN	NO AMOUNT BUDGETED	-	-

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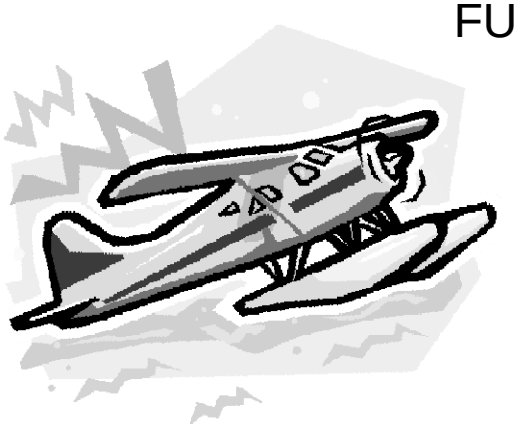
CAPITAL PROJECTS

FUND 301



Wooton Park Seaplane Basin

Tavares Pavilion on the Lake

Budget Summary

Department Summary	Audited Actuals 2012-2013	Revised Budget 2013-2014	Adopted Budget 2014-2015	% Change Over FY 13-14
General Services-41				
Capital Expenses	127,979	9,375	-	-100.00%
Total General Services	127,979	9,375	-	-100.00%
Economic Development-59				
Operating Expenses	-	-	-	0.00%
Capital Expenses	512,867	11,516	-	-100.00%
Total Parks & Rec	512,867	11,516	-	-100.00%
Parks & Recreation-72				
Operating Expenses	-	-	-	0.00%
Capital Expenses	1,786,662	4,511,913	-	-100.00%
Total Parks & Rec	1,786,662	4,511,913	-	-100.00%
Grand Total Capital Projects	**$ 2,427,508**	**$ 4,532,804**	**$ -**	**-100.00%**
Category Summary				
Operating Expenses	-	-	-	0.00%
Capital Expenses	2,427,508	4,532,804	-	-100.00%
Grand Total Capital Projects	**$ 2,427,508**	**$ 4,532,804**	**$ -**	**-100.00%**

FUND	**301**	**CITY OF TAVARES**
DEPT	**00**	**ADOPTED BUDGET**
DIVISION	**00**	**FISCAL YEAR 2014-2015**

CAPITAL PROJECT FUND REVENUES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2012-2013	REVISED BUDGET 2013-2014	ESTIMATED REVENUE 2014-2015	% CHANGE OVER FY 13-14
INTEREST & OTHER INCOME					
337.90-01	TOURIST DEVELOPMENT	-	250,000	-	0.00%
361.10-01	INTEREST INCOME	-	-	-	0.00%
361.10-02	SBA INTEREST	1,658	-	-	0.00%
**	TOTAL INTEREST & OTHER INCOME	1,658	250,000	-	0.00%
OTHER SOURCES					
381.01-01	TRANSFERS FROM GENERAL	2,556,000	-	-	0.00%
*	TRANSFERS IN	2,556,000	-	-	0.00%
361.10-09	LOAN PROCEEDS	2	-	-	0.00%
381.01-06	TRANSFER FROM TIF	-	75,000	-	-100.00%
384.30-00	BONDS	-	-	-	0.00%
*	DEBT PROCEEDS	2	75,000	-	-100.00%
389.90-00	APPROPRIATED RESERVES	-	4,207,804	-	-100.00%
*	APPROPRIATED RESERVES	-	4,207,804	-	-100.00%
**	TOTAL OTHER SOURCES	2,556,002	4,282,804	-	-100.00%
TOTAL CAPITAL PROJECTS FUND		**2,557,660**	**4,532,804**	**-**	**-100.00%**

FUND 301
DEPT 00
DIVISION 00

CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

CAPITAL PROJECT FUND REVENUE JUSTIFICATIONS

ACCOUNT	DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2014-2015
337.90-01	TOURIST DEV	NO AMOUNT BUDGETED	-	-
361.10-02	SBA INTEREST	NO AMOUNT BUDGETED	-	-
361.10-09	LOAN PROCEEDS	NO AMOUNT BUDGETED	-	-
381.01-01	TRANSFERS FROM GENERAL	NO AMOUNT BUDGETED	-	-
381.01-06	TRANSFER FROM TIF	NO AMOUNT BUDGETED	-	-
389.90-00	APPROPRIATED RESERVES	NO AMOUNT BUDGETED	-	-

FUND	**301**	**CITY OF TAVARES**
DEPT	**See Below**	**ADOPTED BUDGET**
DIVISION	**See Below**	**FISCAL YEAR 2014-2015**

CAPITAL PROJECT FUND EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2012-2013	REVISED BUDGET 2013-2014	ADOPTED BUDGET 2014-2015	% CHANGE OVER FY 13-14
4102-STREETS & ROADS					
CAPITAL PROJECTS					
541.63-30	PAVING	6,000	-	-	0.00%
541.63-61	STREETSCAPE	107,425	9,375	-	-100.00%
541.64-25	FUTURE PROJECTS	14,554	-	-	0.00%
* TOTAL CAPITAL PROJECTS		127,979	9,375	-	-100.00%
TOTAL	**4102-STREETS & ROADS**	**127,979**	**9,375**	**-**	**-100.00%**
5901-ECONOMIC DEVELOPMENT					
CAPITAL PROJECTS					
559.62-20	TRAIN STATION OPER. BLDG	512,867	11,516	-	-100.00%
559.64-25	FUTURE PROJECTS	-	-	-	0.00%
* TOTAL CAPITAL PROJECTS		512,867	11,516	-	-100.00%
TOTAL	**5901-ECONOMIC DEVELOPMENT**	512,867	11,516	-	-100.00%
7201-PARKS					
OPERATING EXPENDITURES					
572.31-15	ENGINEERING	-	-	-	0.00%
572.49-10	ADVERTISING	-	-	-	0.00%
572.52-11	OPERATING SUPPLIES	-	-	-	0.00%
* OPERATING EXPENDITURES		-	-	-	0.00%
					0.00%
CAPITAL PROJECTS					
572.61-10	LAND	-	-	-	0.00%
572.62-20	BUILDINGS	1,719,959	4,318,946	-	-100.00%
572.63-80	PARK IMPROVEMENTS	66,703	192,967	-	-100.00%
572.64-25	FUTURE PROJECTS	-	-	-	0.00%
* TOTAL CAPITAL PROJECTS		1,786,662	4,511,913	-	0.00%
TOTAL	**7201-PARKS**	**1,786,662**	**4,511,913**	**-**	**-100.00%**
TOTAL CAPITAL PROJECTS FUND		**2,427,508**	**4,532,804**	**-**	**-100.00%**

FUND 301
DEPT See Below
DIVISION See Below

CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

CAPITAL PROJECT FUND EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2014-2015
4102-STREETS & ROADS			
541.63-30 PAVING	NO AMOUNT BUDGETED	-	-
541.63-61 STREETSCAPE	NO AMOUNT BUDGETED	-	-
541.64-25 FUTURE PROJECTS	NO AMOUNT BUDGETED	-	-
5901-ECONOMIC DEVELOPMENT			
559.62-20 TRAIN STATION OPER. BLDG	NO AMOUNT BUDGETED	-	-
7201-PARKS			
572.62-20 BUILDINGS	NO AMOUNT BUDGETED	-	-
572.63-80 PARK IMPROVEMENTS	NO AMOUNT BUDGETED	-	-

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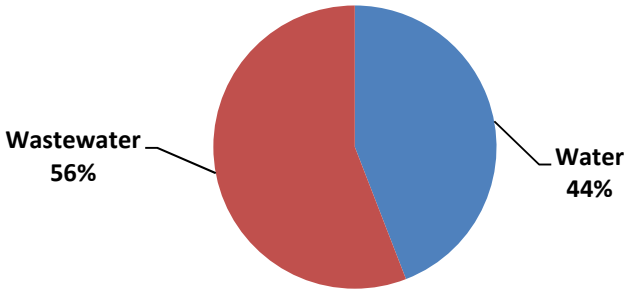
UTILITY FUND

FUND 401

Budget Summary

Department Summary	Audited Actuals 2012-2013	Revised Budget 2013-2014	Adopted Budget 2014-2015	% Change Over FY 13-14
Water -33				
Personal Services	796,782	828,816	849,076	2.44%
Operating Expenses	2,324,915	2,193,674	2,459,848	12.13%
Capital Expenses	481,945	1,212,787	199,944	-83.51%
Debt	361,054	174,869	207,918	18.90%
Transfers & Others	-	-	-	0.00%
Total Water	3,964,696	4,410,146	**3,716,786**	-15.72%
Wastewater -35				
Personal Services	895,361	923,272	**1,021,678**	10.66%
Operating Expenses	2,450,468	2,660,954	**3,093,717**	16.26%
Capital Expenses	302,932	579,925	**276,566**	-52.31%
Debt	181,049	229,292	**312,076**	36.10%
Transfers & Others	-	-	**-**	0.00%
Total Wastewater	3,829,810	4,393,443	**4,704,037**	7.07%
Grand Total Utilities	**$ 7,794,506**	**$ 8,803,589**	**$ 8,420,823**	**-4.35%**
Category Summary				
Personal Services	1,692,143	1,752,088	**1,870,754**	6.77%
Operating Expenses	4,775,383	4,854,628	**5,553,565**	14.40%
Capital Expenses	784,877	1,792,712	**476,510**	-73.42%
Debt	542,103	404,161	**519,994**	28.66%
Transfers & Others	-	-	-	0.00%
Grand Total Utilities	**$ 7,794,506**	**$ 8,803,589**	**$ 8,420,823**	**-4.35%**



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FUND	401
DEPT	00
DIVISION	00

CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

WATER & WASTEWATER FUND REVENUES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2012-2013	REVISED BUDGET 2013-2014	ESTIMATED REVENUE 2014-2015	% CHANGE OVER FY 13-14
GRANTS - FEDERAL AND STATE					
331.50-10	REIMBURSEMENT	49	-	**-**	0.00%
*	FEDERAL GRANTS	49	-	**-**	0.00%
**	TOTAL GRANTS - FEDERAL AND STATE	49	-	**-**	0.00%
CHARGES FOR SERVICES					
343.30-01	WATER FEES	4,107,128	3,970,500	**4,076,148**	2.66%
343.30-02	WATER RECONNECT FEES	17,350	16,822	**18,937**	12.57%
343.30-03	WATER METER FEES	82,487	63,408	**105,392**	66.21%
343.30-04	CROSS CONNECTION FEES	-	-	**-**	0.00%
343.30-05	SERVICE CHARGE	49,170	39,700	**52,921**	33.30%
343.30-06	WATER SPRINKLER/HOSE	8,718	8,081	**8,936**	10.58%
343.30-07	WATER REUSE	53,634	102,619	**100,000**	-2.55%
343.30-08	INSPECTION REVENUE	355	-	**-**	0.00%
343.50-01	WASTEWATER FEES	3,310,645	3,180,051	**3,461,459**	8.85%
343.60-01	LATE CHARGES/PENALTY	282,623	253,467	**319,077**	25.89%
**	TOTAL CHARGES FOR SERVICES	7,912,110	7,634,648	**8,142,870**	6.66%
INTEREST & OTHER INCOME					
361.10-01	INTEREST INCOME	2,424	1,987	**1,750**	-11.93%
361.10-02	SBA INTEREST	4,183	-	**-**	0.00%
361.10-08	INVESTMENT	-	753	**-**	-100.00%
367.02-00	UNREALIZED GAIN ON INVEST	(533)	2,573	**-**	-100.00%
*	INTEREST INCOME	6,074	5,313	**1,750**	-67.06%
365.01-00	PROP SALES	30,594	-	**-**	0.00%
369.10-01	MISCELLANEOUS	6,131	-	**-**	0.00%
369.10-02	INSURANCE RECOVERY	-	9,500	**-**	-100.00%
369.10-04	REFUND-PRIOR YR EXPENSE	-	-	**-**	0.00%
*	OTHER INCOME	36,725	9,500	**-**	-100.00%
**	TOTAL INTEREST & OTHER INCOME	42,799	14,813	**1,750**	-88.19%
OTHER SOURCES					
389.90-01	RETAINED EARNINGS	-	1,154,128	**276,203**	-76.07%
*	RETAINED EARNINGS	-	1,154,128	**276,203**	-76.07%
**	TOTAL OTHER SOURCES	-	1,154,128	**276,203**	-76.07%
TOTAL WATER & WASTEWATER FUND		**7,954,958**	**8,803,589**	**8,420,823**	**-4.35%**

FUND 401
DEPT 00
DIVISION 00

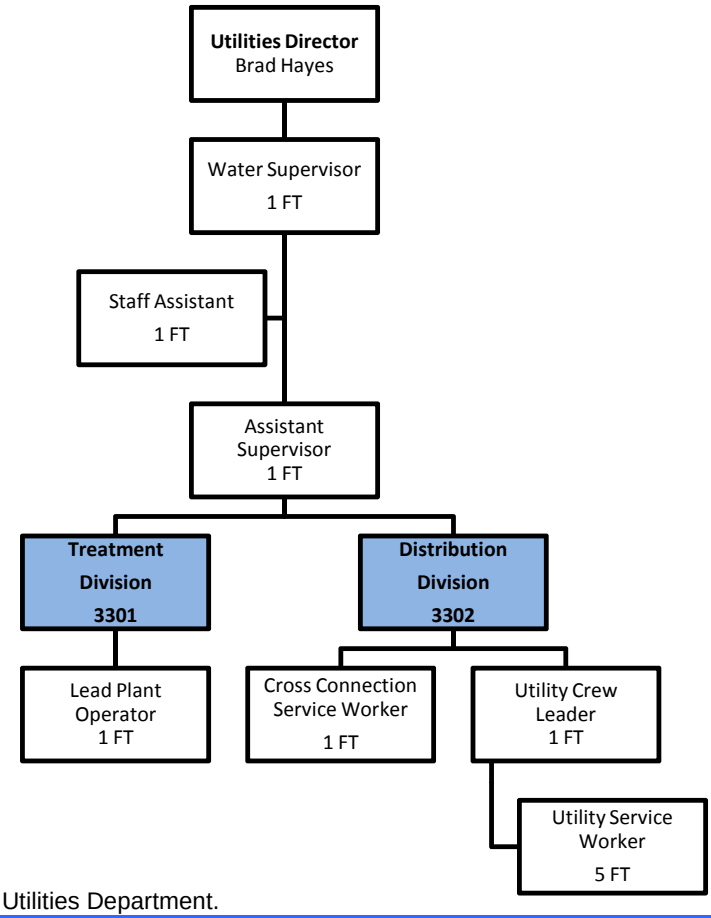
CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

WATER & WASTEWATER FUND REVENUES

ACCOUNT	DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2014-2015
331.50-10	FEMA REIMBURSEMENT		-	-
343.30-01	WATER FEES	ESTIMATED WATER SERVICE REVENUE	4,076,148	4,076,148
343.30-02	WATER RECONNECT FEES	ESTIMATED WATER RECONNECT FEES	18,937	18,937
343.30-03	WATER METER FEES	ESTIMATED WATER METER FEES	105,392	105,392
343.30-05	WATER SERVICE CHARGE	ESTIMATED WATER SERVICE CHARGES	52,921	52,921
343.30-06	WATER SPRINKLER/ HOSE	ESTIMATED FEES FROM SPRINKLER/HOSE RACKS	8,936	8,936
343.30-07	WATER REUSE	ESTIMATED RECLAIMED WATER REVENUES	100,000	100,000
343.30-08	INSPECTION REVENUE	NO AMOUNT BUDGETED	-	-
343.50-01	SEWER SERVICE FEES	ESTIMATED WASTEWATER REVENUES	3,461,459	3,461,459
343.60-01	LATE CHARGES/PENALTY	ESTIMATED LATE CHARGE COLLECTIONS	319,077	319,077
361.10-01	INTEREST INCOME	ESTIMATED INTEREST INCOME	1,750	1,750
361.10-02	SBA INTEREST	NO AMOUNT BUDGETED	-	-
361.10-08	INVESTMENT	NO AMOUNT BUDGETED	-	-
365.01-00	SURPLUS/SCRAP PROP SALES	NO AMOUNT BUDGETED	-	-
367.02-00	UNREALIZED GAIN ON INVEST	NO AMOUNT BUDGETED	-	-
369.10-01	MISCELLANEOUS	NO AMOUNT BUDGETED	-	-
369.10-02	INSUR REIMBURSEMENTS	NO AMOUNT BUDGETED	-	-
389.90-01	RETAINED EARNINGS	RESERVES	276,203	276,203

Water

Division 33*



*Water is a Division of the Utilities Department.

Position Summary

Authorized Positions	Pos. #	2012-2013	2013-2014	2014-2015
Full Time:				
Assistant Supervisor	23002	1	1	1
Cross Connection Svc Wkr	23004	0	1	1
Staff Assistant	21005	1	1	1
Supervisor	23001	1	1	1
Treatment Plant Operator [2]	24005	0	1	0
Utility Crew Leader	23003	1	1	1
Utility Service Worker	23005	6	5	5
Lead Plant Operator	23006	1	1	1
No. of Full Time		11	12	11
Total No. of Positions:		**11**	**12**	**11**
Total FTEs:		**11**	**12**	**11**

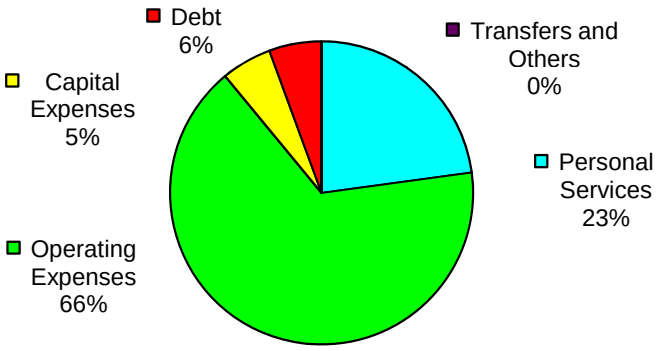
Notes:

1. Utility Director & Administrative Assistant positions are allocated 50% to Water, 50% to Wastewater
2. In FY2014 the Treatment Operator was budgeted as a shared position 50% Water & 50% Wastewater - Position moved 100% to Sewer for FY2014

Budget Summary

Division Summary	Audited Actuals 2012-2013	Revised Budget 2013-2014	Adopted Budget 2014-2015	% Change Over FY 13-14
Water Treatment-3301				
Personal Services	335,974	372,382	**366,961**	-1.46%
Operating Expenses	1,877,870	1,936,968	**2,271,078**	17.25%
Capital Expenses	61,975	83,018	**87,123**	4.94%
Debt	361,054	174,869	**207,918**	18.90%
Transfers and Other	-	-	**-**	0.00%
Total Water Treatment	2,636,873	2,567,237	**2,933,080**	14.25%
Water Distribution-3302				
Personal Services	460,808	456,434	**482,115**	5.63%
Operating Expenses	447,045	256,706	**188,770**	-26.46%
Capital Expenses	419,970	1,129,769	**112,821**	-90.01%
Debt	-	-	**-**	0.00%
Total Water Distribution	1,327,823	1,842,909	**783,706**	-57.47%
Grand Total Water	**$ 3,964,696**	**$ 4,410,146**	**$ 3,716,786**	**-15.72%**
Category Summary				
Personal Services	796,782	828,816	**849,076**	2.44%
Operating Expenses	2,324,915	2,193,674	**2,459,848**	12.13%
Capital Expenses	481,945	1,212,787	**199,944**	-83.51%
Debt	361,054	174,869	**207,918**	18.90%
Transfers and Others	-	-	**-**	0.00%
Grand Total Water	**$ 3,964,696**	**$ 4,410,146**	**$ 3,716,786**	**-15.72%**

2015 APPROPRIATIONS



WATER - 3301, 3302 PROGRAM HIGHLIGHTS

DIVISION MISSION

The Water Division is committed to the customers of the City (hospitals, governmental agencies, businesses and residents) to ensure the quality of water by providing a safe and dependable supply of quality water from its plants and distribution system. Our staff is totally focused on ensuring that we meet the criteria and parameters of all regulatory agencies.

DIVISION DESCRIPTION *(Services, Functions, and Activities)*

The Water Division is responsible for maintaining the water distribution and plant facilities within the City. Distribution Division consists: New meters installation, meter replacement, emergency repairs, line locations, new and replacement hydrants program, insertion valve and new valve program, valve exercising program, cross-connection program, leak detection program, project review/inspections, and continuing education. The Plant Division consists: Treatment operations, samplings, preventative maintenance programs, water conservation, continuing education, and regulatory compliances.

SERVICE INDICATORS

	Indicator Description	Actual 2012	Actual 2013	Est. 2014	Projected 2015
1.	New Meter Installation (Irrigation & Potable)	78	128	141	155
2.	Meter Exchange Program Phase II	68	30	20	0
3.	Emergency Repairs (During and After Hours)	182	127	144	158
4.	Line Locations	2,388	2,445	2,689	2,958
5.	Cross-Connection Inspections	2,390	2,041	2,245	2,469
6.	Standard Work Orders (Utility Billing & Internal)	1,585	963	1,059	1,165
7.	Hydrant Replacement Program	2	2	2	2
8.	New Hydrant Program	0	0	2	0
9.	Insertion Valve Program	2	2	2	2
10.	Leak Detection Program	Yes	No	No	No
11.	Valve Replacement Program	2	2	2	0
12.	New Water Line Installation (Feet)	n/a	0	0	0
13.	Water Lines Maintained (Miles)	131+	131+	131+	131+
14.	Meter Replacement Project	n/a	4,800+	100+	0
15.	Customer Sprinkler Time Setting	92	30	33	36

TREATMENT PLANT FACILITIES INDICATORS

	Indicator Description	Actual 2012	Actual 2013	Est. 2014	Projected 2015
1.	Gallons of Treated Water	913,693,000	887,071,000	975,778,100	1,073,355,910
2.	Gallons of Raw Water Pumped	924,217,000	879,885,000	967,873,500	1,064,660,850
3.	Chlorination (lbs)	27,050	27,302	30,032	33,035
4.	Fluoridation (lbs)	27,885	27,665	30,432	33,475
5.	Emergency Repairs (During & After Hrs)	4	3	2	2
6.	Customer Complaints (Water Quality or Pressure)	4	4	3	3

2015 Goals

Organizational Development

Improve knowledge, skills and abilities of personnel to enhance the service provided to residents.

Growth and Development

Identify funding opportunities for improved facilities and increased technical equipment to better service the residents

City Lifestyle

Maintain a water system that promotes the health, safety and welfare of our residents

Innovation and Technology

Utilize technology as a driver to foster efficiency in service delivery and to maintain preventative maintenance schedules of the water division infrastructure through treatment and distribution.

WATER (continued) PROGRAM HIGHLIGHTS

2015 Goals (continued)

Organizational Performance

Foster a professional organizational culture where economies of scale, efficiency, effectiveness and ethical standards are promoted as instruments of successful operations.

2015 Objectives - Distribution / Treatment

1. Meter change as required for non-function, testing and damage.
2. Continue quality, efficient and professional installation of meters for all new accounts.
3. Decrease emergency repairs through training, SOP, and preventative maintenance.
4. Continue improvement of the lines grid system through GIS implementation, training, employee knowledge and involvement.
5. Identify potential cross connection areas; link TOKAY software with utility billing software to improve data exchange.
6. Respond to and complete utility billing and internal water division work orders in a timely and efficient manner.
7. Continue implementing the education, leak detection program, UMS program, division cooperation and utility billing.
8. Identify problem hydrants, install new hydrants at locations based on fire department needs analysis.
9. Identify and install flow control valves based on the grid system for less interruption of service to residents.

2015 Objectives - Plants/Facilities

1. Maintain quality water pumping and treatment through extensive compliance sampling and testing.
2. Continue a stringent preventative maintenance program within the pumping and treatment system.
3. Continue Customer Sprinkler Timer Set Program to improve customer awareness of mandatory watering restrictions and enhance water conservation efforts.
4. Continue conservation awareness and technology changes by attending course for plant treatment, equipment, security and telemetry.

2014 Accomplishments

DISTRIBUTION / TREATMENT

1. Completed requested new meter installations
2. Completed installation of replacement in-line flow valves as part of the City's preventative maintenance program.
3. In conjunction with the GIS department, reviewed water line atlas for accuracy of type, size and location.
4. Completed new metering system contract by a meter replacement program to include installation of dual check devices.
5. Completed routine service work orders from Utility Billing and resident request.
6. Completed a water accountability program.
7. Completed planned new hydrants installation and replacement program.
8. Completed planned insertion valves installation program.
9. Implemented Cross-Connection Program survey criteria.
10. Progressing the Valve Exercising Program by the GIS grid systems and emergencies repairs.
11. Replaced existing old water line, new services, meter boxes and restoration for 60% of the CRA Project.

TREATMENT PLANTS-FACILITIES

1. Maintained quality of finished water pumping and treatment throughout the distribution and plant facilities.
2. Continue implementation of a stringent preventative maintenance program.
3. Employees attended several seminars to help enhance the operation, regulatory compliance and overall plant efficiencies.
4. Continued customer relationship through information on quality water assurance, regulatory, and compliance CCR.
5. Plant #1 CPU/PLC upgrades completed
6. Continuing education through various seminars.

FUND	401	CITY OF TAVARES
DEPT	33	ADOPTED BUDGET
DIVISION	01	FISCAL YEAR 2014-2015

WATER TREATMENT DIVISION EXPENSES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2012-2013	REVISED BUDGET 2013-2014	ADOPTED BUDGET 2014-2015	% CHANGE OVER FY 13-14
SALARIES AND BENEFITS					
533.12-10	REGULAR SALARIES	233,845	252,872	**244,114**	-3.46%
533.14-10	OVERTIME	15,844	10,558	**11,730**	11.10%
533.21-10	FICA / MED TAXES	17,270	17,940	**17,444**	-2.76%
533.22-20	FL STATE RETIREMENT	15,950	23,697	**25,621**	8.12%
533.23-10	HEALTH INSURANCE	26,500	24,554	**25,033**	1.95%
533.23-15	DENTAL INSURANCE	1,101	1,333	**1,332**	-0.08%
533.23-20	LIFE INSURANCE	1,315	1,432	**997**	-30.38%
533.23-21	SHORT-TERM DISABILITY INS.	941	968	**933**	-3.62%
533.23-30	DEPENDENT HEALTH INSURANCE	15,196	29,389	**31,126**	5.91%
533.23-35	DEPENDENT DENTAL INSURANCE	1,188	1,775	**1,484**	-16.39%
533.23-40	LONG TERM DISABILITY	601	856	**635**	-25.82%
533.24-10	WORKERS' COMPENSATION	6,223	7,008	**6,512**	-7.08%
* SALARIES AND BENEFITS		335,974	372,382	**366,961**	-1.46%
OPERATING EXPENDITURES					
533.31-10	CITY ATTORNEY	1,155	500	**366**	-26.80%
533.31-15	ENGINEERING	7,059	5,005	**5,615**	12.19%
533.31-45	CUP RENEWAL	6,396	82,792	**50,000**	-39.61%
533.31-60	PERMIT & COMPLIANCE FEES	-	6,200	**6,500**	4.84%
533.32-10	AUDIT SERVICES	7,410	7,350	**13,820**	88.03%
533.34-10	CONTRACTUAL SERVICES	85,249	119,840	**84,650**	-29.36%
533.40-10	TRAVEL & PER DIEM	450	5,100	**5,100**	0.00%
533.41-10	TELEPHONE	4,284	4,963	**4,963**	0.00%
533.41-20	OTHER COMMUNICATION	5,813	7,548	**7,800**	3.34%
533.41-30	POSTAGE	1,457	2,777	**2,777**	0.00%
533.43-10	ELECTRIC, WATER, GAS	257,009	260,750	**260,750**	0.00%
533.44-10	RENTALS & LEASES	-	111	**111**	0.00%
533.45-10	LIABILITY	42,995	42,023	**53,819**	28.07%
533.46-10	REPAIR & MAINT. - BUILDING	1,008	2,750	**2,750**	0.00%
533.46-15	REPAIR & MAINT. - EQUIPMENT	2,720	8,275	**8,800**	6.34%
533.46-25	REPAIR & MAINT. - MISC.	1,562	2,445	**2,500**	2.25%
533.46-30	REPAIR & MAINT. - VEHICLE	2,145	2,420	**2,500**	3.31%
533.46-81	PUMP REPAIR	-	17,100	**17,100**	0.00%
533.46-85	SCADA MAINTENANCE	9,995	10,000	**10,000**	0.00%
533.47-10	PRINTING & BINDING	-	700	**700**	0.00%
533.49-10	ADVERTISING	-	2,500	**2,500**	0.00%
533.49-32	CREDIT CARD PROCESSING	37,310	42,947	**50,437**	17.44%
533.51-10	OFFICE SUPPLIES	697	1,333	**1,500**	12.53%
533.52-10	OPERATING SUPPLIES	18,108	35,992	**28,380**	-21.15%
533.52-11	DURABLE GOODS	3,378	12,247	**3,910**	-68.07%
533.52-15	FUEL COSTS	29,445	28,216	**35,163**	24.62%
533.52-25	UNIFORMS	1,794	3,227	**3,700**	14.66%
533.52-65	OPERATING CHEMICALS	32,276	38,008	**49,000**	28.92%
533.52-75	LAB SUPPLIES	3,024	5,990	**5,990**	0.00%
533.52-80	LAB-OPERATING SUPPLIES	500	890	**950**	6.74%
533.52-95	SCADA SUPPLIES	8,740	11,115	**11,800**	6.16%
533.54-10	BKS, PUB, SUB, MEM, LIB	335	606	**600**	-0.99%
533.59-13	BAD DEBT	132,077	-	**-**	0.00%
533.59-15	TRANSFER TO G/F	272,925	270,352	**290,938**	7.61%
533.59-20	REIMBURSEMENT TO G/F	302,466	310,347	**298,422**	-3.84%
533.59-70	TRANSFER TO SRF LOAN DEBT	448,088	434,549	**797,167**	83.45%
533.59-78	TRANSFER TO W/WW RRI FUND	150,000	150,000	**150,000**	0.00%

FUND	**401**	**CITY OF TAVARES**
DEPT	**33**	**ADOPTED BUDGET**
DIVISION	**01**	**FISCAL YEAR 2014-2015**

WATER TREATMENT DIVISION EXPENSES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2012-2013	REVISED BUDGET 2013-2014	ADOPTED BUDGET 2014-2015	% CHANGE OVER FY 13-14
*	OPERATING EXPENDITURES	1,877,870	1,936,968	**2,271,078**	17.25%

FUND	**401**	**CITY OF TAVARES**
DEPT	**33**	**ADOPTED BUDGET**
DIVISION	**01**	**FISCAL YEAR 2014-2015**

WATER TREATMENT DIVISION EXPENSES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2012-2013	REVISED BUDGET 2013-2014	ADOPTED BUDGET 2014-2015	% CHANGE OVER FY 13-14
CAPITAL EXPENDITURES					
533.61-10	LAND	-	40,000	**40,000**	0.00%
533.64-10	EQUIP - REPLACEMENT	47,555	35,018	**8,190**	-76.61%
533.64-11	EQUIP - VEHICLE REPLACEMENT	-	-	**25,000**	100.00%
533.64-13	EQUIP - COMP REPLACEMENT	-	-	**933**	100.00%
533.64-15	EQUIP - NEW	1,422	2,500	**7,500**	200.00%
533.64-23	SOFTWARE	4,250	5,500	**5,500**	0.00%
533.64-40	NEW METERS	8,748	-	**-**	0.00%
* CAPITAL EXPENDITURES		61,975	83,018	**87,123**	4.94%
DEBT SERVICE					
533.71-15	LEAGUE LEASE 2002 & 2006	-	965	**-**	-100.00%
533.71-30	REV BOND 2000 SPLIT 40-60	-	93,310	**136,000**	45.75%
533.72-15	LEAGUE LEASE 2002 & 2006	-	70	**-**	-100.00%
533.72-30	REV BOND 2000 SPLIT 40-60	282,032	80,324	**71,718**	-10.71%
533.73-10	DEBT SERVICE COSTS	79,022	200	**200**	0.00%
* DEBT SERVICE		361,054	174,869	**207,918**	18.90%
TOTAL WATER TREATMENT		**2,636,873**	**2,567,237**	**2,933,080**	**14.25%**

CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

WATER TREATMENT DIVISION EXPENSE JUSTIFICATION

ACCOUNT	DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2014-2015
533.12-10	REGULAR SALARIES	SALARIES FOR REGULAR EMPLOYEES	244,114	244,114
533.14-10	OVERTIME	WAGES FOR HOURS WORKED IN EXCESS OF REGULAR TIME	11,730	11,730
533.21-10	FICA / MED TAXES	SOCIAL SECURITY AND MEDICARE TAX BENEFIT	17,444	17,444
533.22-20	FL STATE RETIREMENT	FRS RETIREMENT CONTRIBUTIONS FOR REGULAR EMPLOYEES	25,621	25,621
533.23-10	HEALTH INSURANCE	HEALTH INSURANCE PREMIUMS FOR EMPLOYEES	25,033	25,033
533.23-15	DENTAL INSURANCE	DENTAL INSURANCE PREMIUMS FOR EMPLOYEES	1,332	1,332
533.23-20	LIFE INSURANCE	LIFE INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	997	997
533.23-21	SHORT-TERM DISABILITY	SHORT-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	933	933
533.23-30	DEPENDENT HEALTH INSURANCE	SUBSIDIZED HEALTH INSURANCE PREMIUMS FOR		31,126
		EMPLOYEES' DEPENDENTS	31,126	
533.23-35	DEPENDENT DENTAL INSURANCE	SUBSIDIZED DENTAL INSURANCE PREMIUMS FOR		1,484
		EMPLOYEES' DEPENDENTS	1,484	
533.23-40	LONG TERM DISABILITY	LONG-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	635	635
533.24-10	WORKERS' COMPENSATION	WORKERS' COMPENSATION INSURANCE	6,512	6,512
533.31-10	CITY ATTORNEY	CITY ATTORNEY	366	366
533.31-15	ENGINEERING	GENERAL ENGINEERING-SERVICES TO INCLUDE EASEMENTS,		5,615
		SURVEYING AND TITLE SEARCHES	5,615	
533.31-45	CUP RENEWAL/WELL ANALYSIS	ANALYSIS OF FUTURE WELLS	50,000	50,000
533.31-60	PERMIT & COMPLIANCE FEES	F.D.E.P. REGULATORY PLANTS PERMIT RENEWALS-ANNUAL	6,500	6,500
533.32-10	AUDIT SERVICES	AUDIT SERVICES	8,820	13,820
		SINGLE AUDIT CRA/SRF	5,000	
533.34-10	CONTRACTUAL SERVICES	LOAD BANK TEST - PLANT # 2 316 N. INGRAHAM AVE.	500	84,650
		LOAD BANK TEST - PLANT # 3 2101 DEAD RIVER ROAD	500	
		LOAD BANK TEST - PLANT # 4 2401 SLIM HAYWOOD	500	
		LOAD BANK TEST - PLANT # 1 509 LAKE DORA DRIVE	500	
		LOAD BANK TEST - PLANT # 1 WELLS 3 & 4	500	
		PREVENTIVE MAINTENANCE ENGINE GENERATOR SYSTEMS:		
		PLANT # 1 100 N. DISSTON AVE. WELLS 3 & 4	350	
		PLANT # 1 - 509 LAKE DORA DR.	350	
		PLANT # 2 - 316 N. INGRAHAM AVE. WELL # 5	350	
		PLANT # 3 - 2101 DEAD RIVER RD. WELL # 6	350	
		PLANT # 4 - 2401 SLIM HAYWOOD RD. WELLS # 7 & 8	350	
		WATER CONSERVATION SCHOOL PROGRAM - DESIGNS OF FLYERS, PRESENTATIONS, ETC. (UNDER FUTURE WATER SUPPLY)	15,000	
		CONSTRUCTION WATER SPECIFICATIONS CONSULTANT	2,000	
		CCR REPORT	4,400	
		WATER TOWER MAINTENANCE (PLANT # 2) - ROLL OVER FROM FISCAL YEAR BUDGET 2012 & 2013	6,000	
		DIAGNOSTIC ANALYSIS FOR 7 HIGH SERVICE PUMPS AND 6 WELL PUMPS (ROLL OVER)	10,000	
		DIGITAL SCANNING AND LASERFICHE OF ARCHIVED UTILITY MAPS (ROLL OVER)	8,150	
		TREATMENT - WELLS & FINISHED WATER METERS ANNUAL	1,700	
		CALIBRATION - PLANTS 1 THRU 4	1,700	
		SIGNATURE CLEANING - SHARED COST CLEANING UTILITY ADMIN. BLDG.- DISTRIBUTION	2,600	
		HELPING HAND LAWN MOWING & MAINTENANCE FOR PLANTS 1 & 4 (SLIM HAYWOOD & LAKE DORA DR.)	6,500	

CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

WATER TREATMENT DIVISION EXPENSE JUSTIFICATION

ACCOUNT	DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2014-2015
533.34-10	CONTRACTUAL SERVICES (CONTINUED)	PRESSURE WASH GROUND STORAGE TANKS- TWO 1,000,000 GALLON TANKS @ 1,200 EACH	2,400	
		ONE 500,000 GALLON TANK @ 1,000	1,000	
		MAINTENANCE OF TANK GROUNDS AT PLANT # 2 FOR ENVIROMENTAL CONTROL AND PUBLIC SAFETY	4,000	
		TANK INSPECTIONS & CLEANING FOR PLANTS # 1 & 4 PER D.E.P. 5 YR. REGULATORY REQUIREMENT	11,000	
		BLACK BOARD CONNECT MASS NOTIFICATION	2,700	
		RAFTELIS FINANCIAL CONSULTANTS	1,250	
533.40-10	TRAVEL & PER DIEM	TRAINING & TRAVEL EXPENSES FOR CERTIFIED OPERATORS TO MAINTAIN LICENSES AND CEU REQUIREMENTS	2,000	5,100
		PLANT RELATED SEMINAR TRAINING & CEU'S FOR PLANT OPERATORS	750	
		SUPERVISOR - SEMINARS TRAINING & CEU'S	750	
		ADMIN. ASSISTANTS (2) - SEMINARS & TRAINING	850	
		UTILITY DIRECTOR - SEMINAR TRAINING, CEU'S & TRAVEL COSTS	750	
533.41-10	TELEPHONE	TELEPHONE SERVICE	2,863	4,963
		FAX AND SCADA SYSTEM	2,100	
533.41-20	OTHER COMMUNICATION	MODEM FOR ALL PLANTS #1,2,3 & 4	4,700	7,800
		SECURITY CAMERA'S MODEM PLANTS # 1 - # 4	1,400	
		PLANTS # 1 - # 4 SCADA FOR PLANT LAPTOPS FOR REMOTE MONITORING	1,300	
		AMBER ALERT PAGER FOR WATER TREATMENT	400	
533.41-30	POSTAGE	POSTAGE FOR MAILING CORRESPONDENCE RELATED TO CROSS CONNECTION LETTERS, D.E.P. REGULATORIES AND PACKING AND SHIPPING, ETC.	2,777	2,777
533.43-10	ELECTRIC, WATER, GAS	ELECTRIC FOR PLANTS	260,750	260,750
533.44-10	RENTALS & LEASES	RENTAL OF EQUIPMENT FOR EMERGENCIES AND EQUIP FAILURES	111	111
533.45-10	LIABILITY	POLLUTION INSURANCE	11,593	53,819
		GENERAL LIABILTY INSURANCE	42,226	
533.46-10	BUILDING	MAINTENANCE OF ALL PLANT FACILITY BUILDINGS 1, 2, 3 & 4	2,750	2,750
533.46-15	EQUIPMENT	MAINTENANCE OF ALL ELECTRICAL SERVICE WELL PUMPS REPAIR PLANT ELECTRICAL EQUIPMENT	2,800	8,800
		EQUIPMENT REPLACEMENT & REPAIRS FOR PLANTS 1, 2, 3 & 4 HIGH SERVICE PUMPS AND MOTORS. ANNUAL PREVENTATIVE MAINTENANCE REPAIRS	2,300	
		PROJECT FOR RESIDENT REVIEW	2,200	
		DAILY UPKEEP OF SMALL EQUIPMENT FOR NORMAL AND EMERGENCY OPERATIONS	1,500	
533.46-25	MISCELLANEOUS	REPAIRS TO PLANT EQUIPMENT - CHLORINATION & FLOURIDATION EQUIPMENT, ETC.	2,500	2,500
533.46-30	VEHICLE	REPAIR COSTS FOR ALL TREATMENT VEHICLES	2,500	2,500
533.46-81	PUMP REPAIR	WELL # 4 REMOVAL & REPAIR ANALYSIS AND RECOMMENDATION FOR REPAIR ONLY ROLL OVER FROM FISCAL YEAR BUDGET 2013-2014	4,100	17,100
		WELL # 4 REMOVAL, REPAIR & RE-INSTALL PUMP ONLY (ROLL OVER FROM FISCAL YEAR BUDGET 2013 - 2014 TO 2014 - 2015)	13,000	
533.46-85	SCADA MAINTENANCE	SCADA MAINTENANCE FOR PLANTS # 1,2,3 & 4	10,000	10,000
533.47-10	PRINTING & BINDING	WATER CONSERVATION AND PUBLIC EDUCATIONAL NOTICES, I.E. AND REGULATORY NOTIFICATIONS	700	700
533.49-10	ADVERTISING	PUBLIC NOTIFICATION AS REQUIRED BY D.E.P. CONSUMER		2,500

WATER TREATMENT DIVISION EXPENSE JUSTIFICATION

ACCOUNT	DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2014-2015
		CONFIDENCE REPORT, EMERGENCY PRESS RELEASES, ETC.	2,500	
533.49-32	CREDIT CARD PROCESSING	CREDIT CARD PROCESSING	50,437	50,437
533.51-10	OFFICE SUPPLIES	PENS, PAPER, BINDERS, PRINTING SUPPLIES, FAX		1,500
		SUPPLIES, ETC.	1,500	
533.52-10	OPERATING SUPPLIES	STOCK REPLACEMENT FOR NEW SERVICE INSTALLATIONS,		28,380
		EMERGENCY SUPPLIES AND JANITORIAL SUPPLIES, ETC.	26,500	
		CLORINATOR INJECTORS SIEMENS/WALLACE & TIERMAN		
		REMOTE VACCUM INJECTORS	880	
		FLOURIDE ANALYZER PM ELECTROLYTE FOR ELECTRODE		
		PROBE (CONSISTS OF ELECTROLYTE, MEMBRANES, ETC.)	300	
		LEVEL TANK FLOATS FOR PLANTS # 1 & 4. SIGNAL		
		TRANSMITTERS FOR CONTROLS	700	
533.52-11	DURABLE GOODS	SMALL EQUIPMENT FOR EMERGENCY REPAIRS		3,910
		SLAT FENCING PANELS FOR PLANT # 1 509 LAKE DORA DR.	2,400	
		SMALL EQUIPMENT FOR EMERGENCY REPAIRS	1,350	
		REPLACEMENT MONITOR	160	
533.52-15	FUEL COSTS	VEHICLE FUEL COSTS	35,163	35,163
533.52-25	UNIFORMS	UNIFORMS FOR LEAD PLANT OPERATOR AND PLANT		3,700
		MAINTENANCE PERSONNEL	3,000	
		BOOTS FOR THREE PERSONNEL	450	
		SHIRTS FOR ADMINISTRATIVE ASSISTANT	250	
533.52-65	OPERATING CHEMICALS	CHLORINE, FLOURIDE & OTHER CHEMICAL AS NEEDED	49,000	49,000
533.52-75	LAB SUPPLIES	DRINKING WATER LAB SUPPLIES & BACTERIOLOGICAL		5,990
		SAMPLING FOR ALL PLANTS	5,990	
533.52-80	LAB-OPERATING SUPPLIES	LAB OPERATING SUPPLIES, FDOH CERTIFICATION FEES	950	950
533.52-95	SCADA SUPPLIES	SCADA SUPPLIES, ETC. FOR PLANTS #1,2,3 & 4		11,800
		(WOODARD & CURRAN)	11,800	
533.54-10	BKS, PUB, SUB, MEM, LIB	SUBSCRIPTIONS & REFERENCE MATERIALS FOR EMPLOYEES	600	600
533.59-13	BAD DEBT	NO AMOUNT BUDGETED	-	-
533.59-15	TRANSFER TO G/F	OPERATING TRANSFER TO GENERAL FUND IN LIEU OF TAX	290,938	290,938
533.59-20	REIMBURSEMENT TO G/F	REIMBURSEMENT TO GENERAL FUND	298,422	298,422
533.59-70	TRANSFER TO SRF LOAN DEBT	TRANSFER TO SRF DEBT SVC FUND 78905P WW PLANT		797,167
		($678,856-$200,000 FROM W/WW IMPACTS)/2	239,428	
		D/S PAYMENTS 12-15-14 & 6-15-15		
		TRANSFER TO SRF DEBT SVC FUND-PRECONST RECLAIM		
		(75,704/2) 789060 D/S DUE 10-15-1 4& 4-15-15	28,729	
		TRANSFER TO SRF DEBT SVC FUND DW350301 ARRA		
		WATER PLANT D/S DUE 11-15-14 & 5-15-15	24,169	
		TRANSFER TO SRF DEBT SVC FUND RECLAIM P1 WW350910		
		(152192/2) D/S DUE 10-15-14 & 4-15-15	79,091	
		TRANSFER TO SRF DEBT SVC FUND RECLAIM PHASE 2&3		
		WW350920($204,228/2) D/S DUE 10-15-14 & 4-15-15	102,114	
		TRANSFER TO SRF DEBT SVC FUND WATER DIST SYSTEM		
		UPGRADE DW350930 (CRA)D/S DUE 4-15-15 & 10-15-15	323,636	
533.59-78	TRANSFER TO W/WW RRI FUND	TRANSFER TO RRI FUND	150,000	150,000
533.61-10	LAND	PROPERTY ACQUISITIONS ON EAST SIDE OF PLANT #1		40,000
		FOR POSSIBLE FUTURE WELL SITE FOR WELLS # 3 & 4		
		(ROLL OVER FROM FISCAL YEAR BUDGET 2013-2014)	40,000	
533.64-10	EQUIP - REPLACEMENT	REPLACE EXISTING CHLORINATOR VACUUM SWITCH FOR		8,190
		PREVENTATIVE MAINTENANCE	1,320	

CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

WATER TREATMENT DIVISION EXPENSE JUSTIFICATION

ACCOUNT	DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2014-2015
		V-10K CHLORINATOR REPLACEMENT FOR PLANTS # 1 & 4 PREVENTATIVE MAINTENANCE & REGULATORY SAFETY	3,680	
		CHLORINATOR AUTOMATIC SWITCHOVER REGULATOR. A VACUUM REGULATOR FOR 150 CHLORINE CYLINDER REPLACEMENT FOR PLANTS # 1,2,3 & 4. PREVENTATIVE MAINTENANCE & REGULATORY SAFETY	3,190	
533.64-11	EQUIP - VEHICLE REPLACEMENT	REPLACE TRUCK #916	25,000	25,000
533.64-13	EQUIP - COMP REPLACEMENT	REPLACEMENT COMPUTER	933	933
533.64-15	EQUIP - NEW	POLE BARN STORAGE (SHARED COST WITH DISTRIBUTION DIVISION). ROLL OVER FROM FISCAL YEAR BUDGET 2013-2014	2,500	7,500
		EQUIPMENT TO GATHER LATITUDE AND LONGITUDE OF NEW METERS PUT IN GROUND	5,000	
533.64-23	SOFTWARE	ENVISTA SOFTWARE (ROLL OVER FROM FISCAL YEAR BUDGET 2013 - 2014)	5,500	5,500
533.64-40	NEW METERS	NO AMOUNT BUDGETED	-	-
533.71-15	LEAGUE LEASE 2002 & 2006	NO AMOUNT BUDGETED	-	-
533.71-30	REV BOND 2000 SPLIT 40-60	UTILITY SYSTEM BOND SERIES 2012A 4.72M	89,760	136,000
		UTILITY SYSTEM BOND SERIES 2012B 2.37M	46,240	
533.72-15	LEAGUE LEASE 2002 & 2006	NO AMOUNT BUDGETED	-	-
533.72-30	REV BOND 2000 SPLIT 40-60	UTILITY SYSTEM BOND SERIES 2012A 4.72M		71,718
		2/1/2015	23,667	
		8/1/2015	23,667	
		UTILITY SYSTEM BOND SERIES 2012B 2.37M		
		2/1/2015	12,192	
		8/1/2015	12,192	
533.73-10	DEBT SERVICE COSTS	DEBT SERVICE COSTS	200	200

FUND	401	CITY OF TAVARES
DEPT	33	ADOPTED BUDGET
DIVISION	02	FISCAL YEAR 2014-2015

WATER DISTRIBUTION DIVISION EXPENSES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2012-2013	REVISED BUDGET 2013-2014	ADOPTED BUDGET 2014-2015	% CHANGE OVER FY 13-14
SALARIES AND BENEFITS					
533.12-10	REGULAR SALARIES	303,384	309,456	**318,659**	2.97%
533.14-10	OVERTIME	29,683	10,455	**11,620**	11.14%
533.21-10	FICA / MED TAXES	22,872	21,215	**22,492**	6.02%
533.22-20	FL STATE RETIREMENT	18,868	22,698	**24,814**	9.32%
533.23-10	HEALTH INSURANCE	44,849	36,510	**41,139**	12.68%
533.23-15	DENTAL INSURANCE	1,877	2,040	**2,270**	11.27%
533.23-20	LIFE INSURANCE	1,698	1,743	**1,291**	-25.93%
533.23-21	SHORT-TERM DISABILITY INS.	1,244	1,206	**1,241**	2.90%
533.23-30	DEPENDENT HEALTH INSURANCE	21,880	35,850	**43,434**	21.15%
533.23-35	DEPENDENT DENTAL INSURANCE	2,152	2,605	**2,687**	3.15%
533.23-40	LONG TERM DISABILITY	780	1,045	**823**	-21.24%
533.24-10	WORKERS' COMPENSATION	11,521	11,611	**11,645**	0.29%
* SALARIES AND BENEFITS		460,808	456,434	**482,115**	5.63%
OPERATING EXPENDITURES					
533.31-10	CITY ATTORNEY	-	500	**500**	0.00%
533.31-15	ENGINEERING	-	2,410	**3,000**	24.48%
533.34-10	CONTRACTUAL SERVICES	13,939	34,902	**30,015**	-14.00%
533.40-10	TRAVEL & PER DIEM	1,848	5,050	**5,050**	0.00%
533.41-10	TELEPHONE	2,500	5,508	**2,638**	-52.11%
533.41-20	OTHER COMMUNICATION	506	667	**667**	0.00%
533.41-30	POSTAGE	548	1,445	**1,500**	3.81%
533.44-10	RENTALS & LEASES	472	667	**1,000**	49.93%
533.45-10	LIABILITY	12,483	13,751	**15,598**	13.43%
533.46-10	REPAIR & MAINT. - BUILDING	2,401	2,778	**2,800**	0.79%
533.46-15	REPAIR & MAINT. - EQUIPMENT	1,191	1,333	**1,333**	0.00%
533.46-25	REPAIR & MAINT. - MISC.	833	1,111	**1,111**	0.00%
533.46-30	REPAIR & MAINT. - VEHICLE	6,607	4,445	**5,000**	12.49%
533.46-50	DISTRIBUTION	8,590	22,232	**28,000**	25.94%
533.47-10	PRINTING & BINDING	138	333	**500**	50.15%
533.49-10	ADVERTISING	-	112	**112**	0.00%
533.51-10	OFFICE SUPPLIES	1,296	1,333	**1,500**	12.53%
533.52-10	OPERATING SUPPLIES	12,504	20,042	**25,000**	24.74%
533.52-11	DURABLE GOODS	-	660	**1,260**	90.91%
533.52-15	FUEL COSTS	9,676	9,230	**11,248**	21.86%
533.52-17	NEW METERS	29,299	24,175	**26,850**	11.07%
533.52-18	REPLACEMENT METERS	5,000	5,555	**6,175**	11.16%
533.52-19	CROSS CONNECTION DEVICES	-	8,890	**9,875**	11.08%
533.52-25	UNIFORMS	4,191	5,715	**7,050**	23.36%
533.52-31	METER UPGRADE PROGRAM	332,223	82,973	**-**	-100.00%
533.54-10	BKS, PUB, SUB, MEM, LIB	800	889	**988**	11.14%
* OPERATING EXPENDITURES		447,045	256,706	**188,770**	-26.46%
CAPITAL EXPENDITURES					
533.64-10	EQUIP - REPLACEMENT	6,354	9,861	**9,778**	-0.84%
533.64-11	EQUIP - VEHICLE REPLACEMENT	-	64,970	**68,623**	5.62%
533.64-14	EQUIP - NEW COMPUTERS	-	-	**2,400**	100.00%
533.64-15	EQUIP - NEW	15,508	22,296	**28,520**	27.92%
533.64-23	SOFTWARE	7,950	2,779	**3,500**	25.94%
533.64-25	FUTURE PROJECTS	389,204	1,029,863	**-**	-100.00%
533.64-40	NEW METERS	954	-	**-**	0.00%
* CAPITAL EXPENDITURES		419,970	1,129,769	**112,821**	-90.01%
TOTAL WATER DISTRIBUTION		**1,327,823**	**1,842,909**	**783,706**	**-57.47%**

FUND 401
DEPT 33
DIVISION 02

WATER DISTRIBUTION DIVISION EXPENSE JUSTIFICATION

ACCOUNT DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2014-2015
533.12-10 REGULAR SALARIES	SALARIES FOR REGULAR EMPLOYEES	318,659	318,659
533.14-10 OVERTIME	WAGES FOR HOURS WORKED IN EXCESS OF REGULAR TIME	11,620	11,620
533.21-10 FICA / MED TAXES	SOCIAL SECURITY AND MEDICARE TAX BENEFIT	22,492	22,492
533.22-20 FL STATE RETIREMENT	FRS RETIREMENT CONTRIBUTIONS FOR REGULAR EMPLOYEES	24,814	24,814
533.23-10 HEALTH INSURANCE	HEALTH INSURANCE PREMIUMS FOR EMPLOYEES	41,139	41,139
533.23-15 DENTAL INSURANCE	DENTAL INSURANCE PREMIUMS FOR EMPLOYEES	2,270	2,270
533.23-20 LIFE INSURANCE	LIFE INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	1,291	1,291
533.23-21 SHORT-TERM DISABILITY	SHORT-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	1,241	1,241
533.23-30 DEPENDENT HEALTH INSURANCE	SUBSIDIZED HEALTH INSURANCE PREMIUMS FOR		43,434
	EMPLOYEES' DEPENDENTS	43,434	
533.23-35 DEPENDENT DENTAL INSURANCE	SUBSIDIZED DENTAL INSURANCE PREMIUMS FOR		2,687
	EMPLOYEES' DEPENDENTS	2,687	
533.23-40 LONG TERM DISABILITY	LONG-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	823	823
533.24-10 WORKERS' COMPENSATION	WORKERS' COMPENSATION INSURANCE	11,645	11,645
533.31-10 CITY ATTORNEY	CITY ATTORNEY	500	500
533.31-15 ENGINEERING	GENERAL ENGINEERING SERVICES TO INCLUDE EASEMENTS		3,000
	SURVEYING AND TITLE SEARCHES & MISC.	3,000	
533.34-10 CONTRACTUAL SERVICES	RAILROAD CROSSING COSTS:		30,015
	TAVA -52-041 (NEAR DISSTON AVE.)	1,035	
	TAVA -52-124 (NEAR CAROLINE ST.)	2,600	
	TAVA -62-130 (ETOWAH)	1,090	
	TAVA -61-137 (RUBY ST.)	1,040	
	TAVA -61-146 (LAKE DORA CIR.)	1,035	
	TAVA -61-147 (NEAR DISSTON AVE.)	1,035	
	TAVA -61-160 (NEAR US 441/S.R.50)	1,245	
	TAVA -61-161 AH BEHIND FIRE STATION #1 ALFRED ST.)	1,025	
	WEST SIDE OF PLANT # 1 - WOOTEN PARK PAVILLION	1,025	
	LAKE DORA DR. AND LAKE DORA AVE.	1,025	
	NAVIGATOR TECH.SUPPORT-CROSS CONNECTION (TOKAY)	1,000	
	CONSTRUCTION WATER SPECIFICATIONS (EDMUND JONES)	2,460	
	ADVANCED DATA SOLUTIONS-DIGITAL SCANNING OF		
	ARCHIVED UTILITY MAPS (ROLL OVER BUDGET LINE ITEM)	8,150	
	ENVISTA COMPUTER SOFTWARE-ENHANCE CITY GIS & CRA		
	ACCESS FOR ONGOING CONSTR. PROJECT (ROLL OVER		
	BUDGET LINE ITEM)	5,000	
	RAFTELIS FINANCIAL CONSULTANTS	1,250	
533.40-10 TRAVEL & PER DIEM	TRAINING & TRAVEL EXPENSES FOR DISTRIBUTION		5,050
	OPERATORS TO MAINTAIN LICENSES & CEU REQUIREMENTS	2,000	
	CROSS CONNECTION COORDINATOR CONFERENCES FOR		
	REGULATORY COMPLIANCES	750	
	SUPERVISOR - SEMINAR TRAINING & CEU'S FOR		
	REGULATORY COMPLIANCE	750	
	ADMIN. ASSISTANTS (2) - SEMINARS TRAINING	850	
	UTILITY DIRECTOR - SEMINAR TRAINING, CEU'S & TRAVEL COST	700	
533.41-10 TELEPHONE	NEXTEL	2,638	2,638
533.41-20 OTHER COMMUNICATION	PAGER FOR EMERGENCY DUTY CALL PERSONNEL	667	667
533.41-30 POSTAGE	CORRESPONDENCE AND MAIL RELATED TO CROSS		1,500

FUND 401
DEPT 33
DIVISION 02

WATER DISTRIBUTION DIVISION EXPENSE JUSTIFICATION

ACCOUNT DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2014-2015
	CONNECTION, PACKAGE SHIPPING, LETTERS	1,500	
533.44-10 RENTALS & LEASES	RENTAL OF EQUIPMENT FOR EMERGENCIES AND EQUIPMENT FAILURES	1,000	1,000
533.45-10 LIABILITY	GENERAL LIABILITY INSURANCE	15,598	15,598
533.46-10 BUILDING	REPAIR AND MAINTENANCE TO BUILDINGS, ROOFS & ETC.	2,800	2,800
533.46-15 EQUIPMENT	MISC. EQUIPMENT - DAILY UPKEEP OF SMALL EQUIPMENT FOR NORMAL AND EMERGENCY OPERATIONS	1,333	1,333
533.46-25 MISCELLANEOUS	MISC. REPAIRS WITHIN THE DISTRIBUTION SYSTEM FOR NORMAL AND EMERGENCY OPERATIONS	1,111	1,111
533.46-30 VEHICLE	FLEET MAINTENANCE REPAIRS FOR DISTRIBUTION VEHICLES	5,000	5,000
533.46-50 DISTRIBUTION	DISTRIBUTION SUPPLIES - COST OF MISC. PARTS FOR INSTALLATION OF POTABLE SERVICES, IRRIGATION SERVICES, PARTS FOR METER EXCHANGE PROGRAM, EMERGENCIES AND UNEXPECTED REPAIRS	28,000	28,000
533.47-10 PRINTING & BINDING	WATER CONSERVATION & PUBLIC AWARENESS NOTICES, REGULATORY NOTIFICATIONS	500	500
533.49-10 ADVERTISING	ADVERTISING BIDS, CROSS CONNECTION CONTROL, ETC.	112	112
533.51-10 OFFICE SUPPLIES	OFFICE SUPPLIES - PENS, PAPER, BINDERS, PRINTING SUPPLIES, FAX SUPPLIES, ETC.	1,500	1,500
533.52-10 OPERATING SUPPLIES	STOCK REPLACEMENT SUPPLIES FOR NEW SERVICES, INSTALLATIONS, EMERGENCY SUPPLIES, ETC.	24,000	25,000
	MISC. TOOLS FOR DAILY OPERATIONS	1,000	
533.52-11 DURABLE GOODS	2 GRUNDOMAT BORING TOOLS (ANNUAL MAINTENANCE)	660	1,260
	BACKFLOW DEVICE LIFT JACK ACCESSORIES	600	
533.52-15 FUEL COSTS	FUEL COSTS	11,248	11,248
533.52-17 NEW METERS	NEW POTABLE AND IRRIGATION METER INSTALLATIONS	26,850	26,850
533.52-18 REPLACEMENT METERS	METER REPLACEMENT TO DAMAGED METER, ETC.	6,175	6,175
533.52-19 CROSS CONNECTION DEVICES	CROSS CONNECTION DEVICES CHANGE OUT PROGRAM	9,875	9,875
533.52-25 UNIFORMS	UNIFORMS FOR LEAD PLANT OPERATOR AND PLANT MAINTENANCE PERSONNEL	6,000	7,050
	BOOTS (SEVEN PERSONNEL) PURCHASE FROM VARIOUS STORES	1,050	
533.52-31 METER UPGRADE PROGRAM	NO AMOUNT BUDGETED	-	-
533.54-10 BKS, PUB, SUB, MEM, LIB	SUBSCRIPTIONS & REFERENCE MATERIALS FOR EMPLOYEES	988	988
533.64-10 EQUIP - REPLACEMENT	FIRE HYDRANT REPLACEMENT PROGRAM 2 HYDRANTS @ $1,189 EACH	3,778	9,778
	UNDERGROUND BORING TOOL & ACCESSORIES	6,000	
533.64-11 EQUIP-VEHICLE REPLACEMENT	REPLACE 2000 FORD 350 X 2SD - TRUCK # 914	41,573	68,623
	EMERGENCY LIGHT BAR FOR VEHICLE # 914	1,500	
	CONVERTERS FOR NEW TRUCK REPLACING # 914	500	
	CRANE EH000-REPLACEMENT CRANE FOR NEW VEHICLE #914 (WIRELESS BOOM)	24,300	
	TWO WAY RADIO PROPOSED NEW TRUCK REPLACING #914	750	

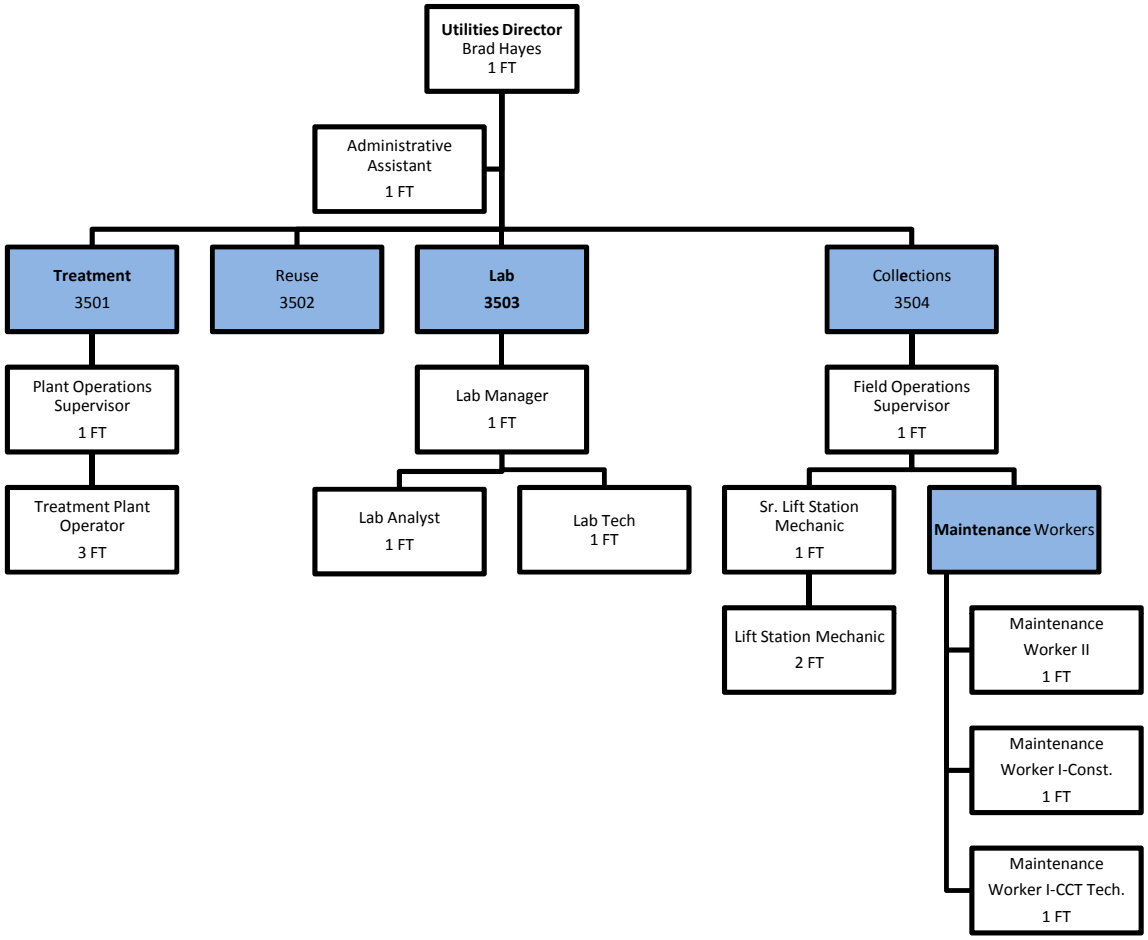
FUND 401
DEPT 33
DIVISION 02

WATER DISTRIBUTION DIVISION EXPENSE JUSTIFICATION

ACCOUNT DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2014-2015
533.64-14 EQUIP - NEW COMPUTERS	ROUGH LAP TOP COMPUTER FOR CITY LOCATOR TRUCK		2,400
	EQUIPMENT FOR GIS MAPPING FROM UTILITY MAPPING FOR SUNSHINE ONE LOCATES SPECIFIED BY IT DIRECTOR	1,800	
	MOUNTS AND ACCESSORIES FOR MOUNTING THE PROPOSED LAPTOP COMPUTER WITH THE ACCESSORIES	600	
533.64-15 EQUIP - NEW	INSERTION VALVE PROGRAM-INSTALLATION OF 6" OR 12"		28,520
	INSERTION VALVES TO RESOLVE FLOW CONTROL IN PROBLEM AREAS (5 YR. C.I.P.)VARIOUS DISTRIBUTORS	13,000	
	HYDRANT SEAT REMOVER REPAIR TOOL & ACCESSORIES	10,120	
	AIR COMPRESSOR & ACCESSORIES FOR TRUCK # 923	2,900	
	POLE BARN STORAGE (SHARED COST WITH TREATMENT)	2,500	
533.64-23 SOFTWARE	TOKAY LINK TO H.T.E CROSS CONNECTION PROGRAM		3,500
	(ROLL OVER FISCAL YR. 13-14 TO 14-15)	3,500	
533.64-25 FUTURE PROJECTS	NO AMOUNT BUDGETED	-	-
533.64-40 NEW METERS	NO AMOUNT BUDGETED	-	-

Wastewater

Division 35*



*Wastewater is a Division of the Utilities Department.

Position Summary

Authorized Positions	Pos. #	2012-2013	2013-2014	2014-2015
Full Time:				
Administrative Assistant[1]	25004	1	1	1
Lab Analyst	24012	1	1	1
Lab Manager	24006	1	1	1
Lab Tech	35004	0	1	1
Lift Station Mechanic	24007	2	2	2
Maint Wrkr II/Heavy Equip.	24010	1	1	1
Maint. Wrkr I/Const. Insp.	35002	1	1	1
Maint. Wrkr I/CCT Tech	35003	0	1	1
Maintenance Worker I	24009	1	0	0
Plant Operations Supervisor	24004	1	1	1
Sr. Lift Station Mechanic	35001	1	1	1
Treatment Plant Operator [3]	24005	4	3	3
Trmt Plant Op. Trainees[2 & 3]	24005	0	0	0
Utility Director[1]	24014	1	1	1
WW Field Operation Sup.	24002	1	1	1
No. of Full Time		16	16	16
Total No. of Positions:		**16**	**16**	**16**
Total FTEs:		**16**	**16**	**16**

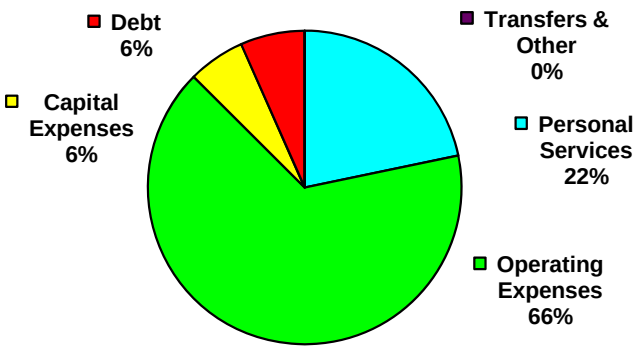
Notes:

1. Utility Director & Administrative Assistant positions are allocated 50% to Water, 50% to Wastewater
2. Lab Tech Position changed from Part-time to Full in in FY2012
3. In FY2014 the newTreatment Operator for FY2015 was budgeted as a shared position 50% Water & 50% Sewer - Position for FY2015.

Budget Summary

Division Summary	Audited Actuals 2012-2013	Revised Budget 2013-2014	Adopted Budget 2014-2015	% Change Over FY 13-14
Treatment-3501				
Personal Services	257,007	292,076	**332,903**	13.98%
Operating Expenses	1,973,475	2,111,533	**2,447,826**	15.93%
Capital Expenses	53,688	148,700	**137,624**	-7.45%
Debt	181,049	229,292	**312,076**	36.10%
Transfers & Other	-	-	**-**	0.00%
Total Treatment	2,465,219	2,781,601	**3,230,429**	16.14%
Reuse-3502				
Personal Services	-	-	**-**	0.00%
Operating Expenses	21,741	49,143	**90,846**	84.86%
Capital Expenses	10,643	8,500	**13,800**	62.35%
Debt	-	-	**-**	0.00%
Transfers & Other	-	-	**-**	0.00%
Total Reuse	32,384	57,643	**104,646**	81.54%
Lab-3503				
Personal Services	207,384	208,128	**226,313**	8.74%
Operating Expenses	84,129	102,981	**117,997**	14.58%
Capital Expenses	33,774	32,300	**22,133**	-31.48%
Debt				0.00%
Transfers & Other				0.00%
Total Lab	325,287	343,409	**366,443**	6.71%
Collection-3504				
Personal Services	430,970	423,068	**462,462**	9.31%
Operating Expenses	371,123	397,297	**437,048**	10.01%
Capital Expenses	204,827	390,425	**103,009**	-73.62%
Debt				0.00%
Transfers & Other				0.00%
Total Collection	1,006,920	1,210,790	**1,002,519**	-17.20%
Grand Total Wastewater	**$ 3,829,810**	**$ 4,393,443**	**$ 4,704,037**	**7.07%**
Category Summary				
Personal Services	895,361	923,272	**1,021,678**	10.66%
Operating Expenses	2,450,468	2,660,954	**3,093,717**	16.26%
Capital Expenses	302,932	579,925	**276,566**	-52.31%
Debt	181,049	229,292	**312,076**	36.10%
Transfers & Other	-	-	**-**	0.00%
Grand Total Wastewater	**$ 3,829,810**	**$ 4,393,443**	**$ 4,704,037**	**7.07%**

2015 APPROPRIATIONS



WASTEWATER PROGRAM HIGHLIGHTS

DIVISION MISSION

It is the mission of the Wastewater Division to commit to the customers of the City (hospitals, governmental agencies, businesses and residents) safe, reliable sewage disposal to protect the health of the public and the City's natural environment while maintaining financially efficient and loss prevention measures within established guidelines and safeguards from the Division of Environmental Protection (DEP). Our staff is totally focused on ensuring that we meet the criteria and parameters of all regulatory agencies.

DIVISION DESCRIPTION (Services, Functions, and Activities)

The Wastewater Division operates one Water Reclamation Facility permitted at 3.0 MGD. In August 2012 the Wastewater plant was given a FDEP permit modification to operate a reclaimed water system. This consists of a 5 mg storage tank and 8 miles of distribution lines. The reclaimed water is furnished to 4 residential subdivisions, a cemetery, City ball fields and an orange grove. In addition to operating City plants, the Division is tasked with providing treatment and monitoring through laboratory testing of all waste generated in order to meet State and Federal Regulations. The Laboratory is responsible for testing schedules to comply with the DEP permit, which includes, daily and weekly testing of the WWTP discharges, groundwater monitoring well sampling, Lake Dora background monitoring, residuals management monitoring and future reuse monitoring. Operations are responsible for grounds maintenance of the plants' percolation pond site, sludge hauling and daily facility monitoring for overall plant compliance measures. The Division also operates and maintains 70 lift stations, 40 miles of force main, and 70 miles of gravity sewer lines throughout the City.

SERVICE INDICATORS

	Indicator Description	Actual 2012	Actual 2013	Est. 2014	Projected 2015
1.	Lift Stations Maintained	73	74	74	77
2.	Wastewater Plant Capacity (MGD)	3	3	3	3
3.	Daily Average Flow (MGD): Treatment	1.30	1.4	1.1	1.25
4.	Daily Average Flow (MGD): Reuse	N/A	N/A	0.3	0.25
5.	After Hours Lift Station Emergencies	17	16	15	15
6.	Regulatory Wastewater Analysis	2,136	2,754	2,639	1,650
7.	Regulatory Drinking Water Analysis	480	492	260	150
8.	Process Control Analysis	1,133	1,382	1,476	1,500
9.	Misc. Analysis: Quality Control, Proficiency Testing, Collaborative Trials, Special Projects Lake Dora Stormwater	1,030	723	720	750
10.	Miles of Wastewater Lines Maintained	40	40	40	40
11.	Miles of Reclaimed Lines Maintained	12	12	12	12
12.	Miles of New Wastewater lines to be installed	0	0	0	3
13..	Miles of New Reclaimed Lines to be installed	25	0	5	2

2015 goals

Organizational Development

Provide additional training in safety and operation of the Treatment Plant Reclaim System and Collection System to Florida Department of Environmental Protection and Florida Department of Health requirements.

Growth and Development

Provide employee-related funding sources to improve work performance and department growth.

City Lifestyle

To maintain systems that protect public health and to enhance the natural resources of the environment.

Innovation and Technology

To utilize technology as a driver to foster efficiency in service delivery and to maintain maintenance schedules of wastewater infrastructure within the wastewater facilities.

Organizational Performance

To foster a professional organizational culture where economies of scale, efficiency, effectiveness and ethical standards are promoted as instruments of successful operations.

2015 Objectives

Wastewater Treatment

1. Complete 1st program for WWTP/Water operators cross training program
2. Seek and develop improved energy conservation
3. Expand and continue to host Operator CEU training in Tavares
4. Hire and train new WWTP Operator Mechanic
5. Purchase and Install 4th Blower @ Digester (Capital Improvement 5 year plan)
6. Meet all Regulatory permit requirements for Public Reuse
7. Continue to develop world class preventative maintenance (P/M) program
8. WWTP Operators continue pursuit of college degrees
9. Pursue WWTP Excellence Awards
10. Add another Residential Subdivision (Bay Tree) to Reclaimed water customer base

Wastewater Lab

1. Redesign batch template in XLIMS to accommodate the new YSI TSS analyzer verification
2. Complete update and digital transfer of Aquatic Plan for Splash Park
3. Automate nightly dosing and pump turn off of Splash Park operations to cut down on overtime
4. Install autosampler and software for TIM 870 autotitrator for chloride and nitrate analysis
5. Install potable water spigot to fume hood to allow use of digestion apparatus for TKN & TP analysis
6. Train Simone on new Nitrate method and achieve IDOC's
7. Generate a new X-LIMS report that will enable us to query multiple analyses from a single sample location
8. Gain FDEP approval, via HACH to install a new CLT10 chlorine probe at the plant instead of the CL17
9. Transfer all MSDS's to searchable PDF format for Emergency Operations
10. Switch one of the CLF10 probes at splash park to a 0-20mg/L probe for remote shocking of system
11. Work on gaining in house certification for TKN & TP for reuse
12. Work with Ethosoft to set up printing of sample labels through LIMS system

Wastewater Collections

1. Continue to minimize and reduce the after hours emergency calls due to line blockages, pump failures, etc.
2. Rebuild lift stations and electrical panels for lift stations 33, 11, and 39
3. Provide continuing education for personnel to meet the FDEP requirements and enhance there skills & abilities with the every day operations
4. Start design on new lift station and installation of new 10" line running east of David Walker Drive
5. Completion of installation of collection lines in the CRA District. Camera and inspect all new lines, manhole coatings and liners
6. Install stationary generators at 3 lift stations - 11, 4, and 8
7. Complete Phase 1 of Lake Frances sewer improvements
8. Implement new air relief valve program by locating, placing in GIS system, and replacing any defective valves
9. Continue to rebuild and improve pump efficiency at all lift stations throughout the Collections System

2014 Accomplishments

Customer Focus, Innovation & Technology, and Organizational Performance

Wastewater Treatment:

1. Implemented improved WWTP P/M program
2. Continued Water/Wastewater Operator cross training program
3. Attained 100% FDEP regulatory compliance
4. Achieved better plant operational efficiency with aid of new ORP (oxidation reduction potential) technology and monitoring system equipment
5. Added another orange grove to reclaimed water customer base
6. Completed Phases II and III Reuse Project
7. Reduced Overtime (SCADA, Laptops, Plant Optimization)
8. Organized all storage and equipment areas of WWTP
9. Both WWTP Operators taking college courses in pursuit of degree
10. Received 10 year WWTP FDEP Operating Permit

2015 OPERATING BUDGET

WASTEWATER (continued) PROGRAM HIGHLIGHTS

2014 Accomplishments (Continued)

Wastewater Lab:

1. Trained Lab Tech to independently analyze certified chloride method and passed IDOC
2. Completed second upgrade on monthly data report to include TKN and TP for reuse
3. Worked with Ethosoft to allow daily printing of Chain of Custody reports through LIMS
4. Generated new COC's in LIMS to accommodate the new reuse parameters.
5. Gained NELAC certification for the new nitrate method using the TIM870 and passed PT's
6. Installed and programmed new pH probe at WWTP
7. Generated a new monthly data sheet for the LIMS system to encompass additional unregulated TN and TP for reuse analysis
8. Set up and calibrated the new TIM870

Wastewater Collections:

1. Rebuilt 3 lift stations in the CRA district.
2. Assisted contractor in CRA district with line locations, repairs and upgrades needed to sewer and water lines.
3. Staff installed 2 bathrooms: one at WTP #2 and one at the Caroline Plant
4. Staff installed a new probe at the Splash Park for testing PH and chlorine levels
5. Repaired several broken lines and blockages in collections lines throughout the City
6. Rebuilt entire manifold system at the Splash Park as well as installing a new Solenoid, control panel, and SCADA system
7. Implemented and finished pump inspection program at all lift stations
8. Implemented check valve and plug valve inspections
9. Provided employees with FDEP class requirements and enhanced their skills and abilities to complete daily tasks

FUND	401	CITY OF TAVARES
DEPT	35	ADOPTED BUDGET
DIVISION	01	FISCAL YEAR 2014-2015

WASTEWATER TREATMENT EXPENSES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2012-2013	REVISED BUDGET 2013-2014	ADOPTED BUDGET 2014-2015	% CHANGE OVER FY 13-14
SALARIES AND BENEFITS					
535.12-10	REGULAR SALARIES	189,408	208,118	**229,992**	10.51%
535.13-10	OTHER SALARIES & WAGES	-	500	**-**	-100.00%
535.14-10	OVERTIME	5,862	8,036	**8,035**	-0.01%
535.21-10	FICA / MED TAXES	14,207	15,625	**17,529**	12.19%
535.22-20	FL STATE RETIREMENT	12,860	20,343	**24,282**	19.36%
535.23-10	HEALTH INSURANCE	23,264	21,452	**27,272**	27.13%
535.23-15	DENTAL INSURANCE	976	1,197	**1,483**	23.89%
535.23-20	LIFE INSURANCE	1,071	1,178	**939**	-20.29%
535.23-21	SHORT-TERM DISABILITY INS.	761	794	**877**	10.45%
535.23-30	DEPENDENT HEALTH INSURANCE	2,445	7,093	**14,001**	97.39%
535.23-35	DEPENDENT DENTAL INSURANCE	1,317	1,847	**2,217**	20.03%
535.23-40	LONG TERM DISABILITY	489	705	**598**	-15.18%
535.24-10	WORKERS' COMPENSATION	4,347	5,188	**5,678**	9.44%
* SALARIES AND BENEFITS		257,007	292,076	**332,903**	13.98%
OPERATING EXPENDITURES					
535.31-10	CITY ATTORNEY	1,155	-	**-**	0.00%
535.31-15	ENGINEERING	10,532	28,755	**55,000**	91.27%
535.32-10	AUDIT SERVICES	7,800	7,350	**16,720**	127.48%
535.34-10	CONTRACTUAL SERVICES	231,800	250,721	**170,241**	-32.10%
535.40-10	TRAVEL & PER DIEM	5,154	7,300	**7,300**	0.00%
535.41-10	TELEPHONE	5,957	6,372	**6,705**	5.23%
535.41-30	POSTAGE	144	400	**400**	0.00%
535.43-10	ELECTRIC, WATER, GAS	347,338	354,182	**477,773**	34.89%
535.44-10	RENTALS & LEASES	3,029	3,400	**3,400**	0.00%
535.45-10	LIABILITY	35,807	34,105	**44,837**	31.47%
535.46-10	REPAIR & MAINT. - BUILDING	2,317	3,000	**3,000**	0.00%
535.46-15	REPAIR & MAINT. - EQUIPMENT	30,368	45,000	**33,500**	-25.56%
535.46-17	INSURANCE RECOVERY	11,908	28,148	**-**	-100.00%
535.46-25	REPAIR & MAINT. - MISC.	3,611	7,750	**6,000**	-22.58%
535.46-30	REPAIR & MAINT. - VEHICLE	1,093	4,900	**4,000**	-18.37%
535.46-85	SCADA MAINTENANCE	4,050	30,000	**30,000**	0.00%
535.47-10	PRINTING & BINDING	-	400	**400**	0.00%
535.49-10	ADVERTISING	356	1,000	**1,000**	0.00%
535.49-30	BANK/WIRE/ADMN EXPENSE	36	-	**-**	0.00%
535.51-10	OFFICE SUPPLIES	716	1,000	**1,000**	0.00%
535.52-10	OPERATING SUPPLIES	28,139	10,750	**11,600**	7.91%
535.52-11	DURABLE GOODS	-	720	**1,200**	66.67%
535.52-15	FUEL COSTS	16,801	36,675	**20,833**	-43.20%
535.52-25	UNIFORMS	1,616	1,700	**2,250**	32.35%
535.52-65	OPERATING CHEMICALS	73,043	98,000	**98,000**	0.00%
535.52-95	SCADA SUPPLIES	939	7,325	**3,325**	-54.61%
535.54-10	BKS, PUB, SUB, MEM, LIB	729	1,500	**1,500**	0.00%
535.59-15	TRANSFER TO G/F	271,339	270,352	**290,938**	7.61%
535.59-20	REIMBURSEMENT TO G/F	303,779	310,348	**298,422**	-3.84%
535.59-70	TRANSFER TO SRF LOAN DEBT	423,919	410,380	**708,482**	72.64%
535.59-78	TRANSFER TO W/WW RRI FUND	150,000	150,000	**150,000**	0.00%
* OPERATING EXPENDITURES		1,973,475	2,111,533	**2,447,826**	15.93%

FUND	**401**	**CITY OF TAVARES**
DEPT	**35**	**ADOPTED BUDGET**
DIVISION	**01**	**FISCAL YEAR 2014-2015**

WASTEWATER TREATMENT EXPENSES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2012-2013	REVISED BUDGET 2013-2014	ADOPTED BUDGET 2014-2015	% CHANGE OVER FY 13-14
CAPITAL EXPENDITURES					
535.61-10	LAND	-	30,000	**-**	-100.00%
535.64-10	EQUIP - REPLACEMENT	18,562	79,500	**113,425**	42.67%
535.64-11	EQUIP - VEHICLE REPLACEMENT	25,097	17,000	**-**	-100.00%
535.64-13	EQUIP - COMPUTER REPLACEMENT	877	-	**6,699**	100.00%
535.64-15	EQUIP - NEW	4,902	17,200	**12,500**	-27.33%
535.64-23	SOFTWARE	4,250	5,000	**5,000**	0.00%
* CAPITAL EXPENDITURES		53,688	148,700	**137,624**	-7.45%
DEBT SERVICE					
535.71-15	LEAGUE LEASE 2002 & 2006	-	2,190	**-**	-100.00%
535.71-30	REV BOND 2000 SPLIT 40-60	-	121,690	**204,000**	67.64%
535.72-15	LEAGUE LEASE 2002 & 2006	-	158	**-**	-100.00%
535.72-30	REV BOND 2000 SPLIT 40-60	146,681	104,754	**107,576**	2.69%
535.73-10	DEBT SERVICE COSTS	34,368	500	**500**	0.00%
* DEBT SERVICE		181,049	229,292	**312,076**	36.10%
TOTAL WASTEWATER TREATMENT		**2,465,219**	**2,781,601**	**3,230,429**	**16.14%**

CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

WASTEWATER TREATMENT EXPENSE JUSTIFICATION

ACCOUNT	DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2014-2015
535.12-10	REGULAR SALARIES	SALARIES FOR REGULAR EMPLOYEES	229,992	229,992
535.13-10	OTHER SALARIES & WAGES	NO AMOUNT BUDGETED	-	-
535.14-10	OVERTIME	WAGES FOR HOURS WORKED IN EXCESS OF REGULAR TIME	8,035	8,035
535.21-10	FICA / MED TAXES	SOCIAL SECURITY AND MEDICARE TAX BENEFIT	17,529	17,529
535.22-20	FL STATE RETIREMENT	FRS RETIREMENT CONTRIBUTIONS FOR REGULAR EMPLOYEES	24,282	24,282
535.23-10	HEALTH INSURANCE	HEALTH INSURANCE PREMIUMS FOR EMPLOYEES	27,272	27,272
535.23-15	DENTAL INSURANCE	DENTAL INSURANCE PREMIUMS FOR EMPLOYEES	1,483	1,483
535.23-20	LIFE INSURANCE	LIFE INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	939	939
535.23-21	SHORT-TERM DISABILITY	SHORT-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	877	877
535.23-30	DEPENDENT HEALTH INSURANCE	SUBSIDIZED HEALTH INSURANCE PREMIUMS FOR EMPLOYEES' DEPENDENTS	14,001	14,001
535.23-35	DEPENDENT DENTAL INSURANCE	SUBSIDIZED DENTAL INSURANCE PREMIUMS FOR EMPLOYEES' DEPENDENTS	2,217	2,217
535.23-40	LONG TERM DISABILITY	LONG-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	598	598
535.24-10	WORKERS' COMPENSATION	WORKERS' COMPENSATION INSURANCE	5,678	5,678
535.31-10	CITY ATTORNEY	NO AMOUNT BUDGETED	-	-
535.31-15	ENGINEERING	ENGINEERING SERVICES RELATED TO ON-GOING ACTIVE PROJECTS PERTAINING TO WASTEWATER	25,000	55,000
		COST STUDY FOR CLASS A BIOSOLIDS	30,000	
535.32-10	AUDIT SERVICES	AUDIT SERVICES	6,720	16,720
		SINGLE AUDIT CRA/SRF	10,000	
535.34-10	CONTRACTUAL SERVICES	RESIDUAL DISPOSAL AS REQUIRED BY DEP	55,000	170,241
		REGULATORY PLANT PERMITTING RENEWAL	40,000	
		WINDPOWER FEASIBILITY STUDY	20,000	
		UTILITY RATE STUDY	20,000	
		DISPOSAL OF SAND, GRIT, RAGS & DEBRIS FROM TANKS	10,000	
		LANDSCAPE MAINTENANCE OF WOODLEA PLANT GROUNDS	8,000	
		SEWER LINES IN RR RIGHT OF WAY	5,400	
		DIGITAL SCANNING OF ARCHIVE MAPS	5,000	
		WEEKLY CLEANING OF WWTP OPERATIONS BUILDING	4,000	
		ANNUAL FLOW METER CALIBRATIONS FOR RAS, INFLUENT, EFFLUENT & MISC FLOW METERS AS REQUIRED BY FDEP	1,000	
		WOODLEA ROLL DUMPSTER - WASTE MANAGEMENT	591	
		RAFTELIS FINANCIAL CONSULTANTS	1,250	
535.40-10	TRAVEL & PER DIEM	PLANT RELATED/SUPERVISOR TRAINING - HAYES, CLARK	3,500	7,300
		CEU TRAINING & TRAVEL EXPENSES FOR CERTIFIED OPERATORS AND NEW MECHANIC	3,500	
		STAR 12 MEMBERSHIP - ADMIN ASSISTANT	300	
535.41-10	TELEPHONE	NEXTEL	4,931	6,705
		VERIZON	1,204	
		FAX LINE / SCADA	570	
535.41-30	POSTAGE	POSTAGE	400	400
535.43-10	ELECTRIC, WATER, GAS	ELECTRIC	373,424	477,773
		WATER	104,349	
535.44-10	RENTALS & LEASES	LEASE OF COPY MACHINE - WWTP	2,400	3,400
		RENTAL OF EQUIPMENT AS NEEDED	1,000	

FUND 401
DEPT 35
DIVISION 01

CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

WASTEWATER TREATMENT EXPENSE JUSTIFICATION

ACCOUNT	DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2014-2015
535.45-10	LIABILITY	POLLUTION INSURANCE	11,593	44,837
		GENERAL LIABILITY INSURANCE	33,244	
535.46-10	BUILDING	REPAIRS & MAINTENANCE TO BUILDINGS/STRUCTURES	3,000	3,000
535.46-15	EQUIPMENT	REPAIRS TO SUCH ITEMS AS CHART RECORDERS, PROBES, CHLORINE AND TURBIDITY ANALYZERS, PUMPS, MOTORS, AND OTHER ITEMS	12,000	33,500
		PREVENTATIVE MAINTENANCE OF CHLORINE SYSTEM	1,500	
		CONTRACT TO REPAIR MISC EQUIPMENT AROUND PLANT SUCH AS PUMPS, FILTERS, ETC.	20,000	
535.46-17	INSURANCE RECOVERY	NO AMOUNT BUDGETED	-	-
535.46-25	MISCELLANEOUS	REPAIRS TO SUCH ITEMS AS FLOW METERS, VALVES, ETC	1,000	6,000
		MAINTENANCE PLAN FOR TRASH BUILD UP IN WWTP TANKS	5,000	
535.46-30	VEHICLE	ROUTINE PREVENTATIVE MAINTENANCE & REPAIRS	4,000	4,000
535.46-85	SCADA MAINTENANCE	CONTRACT FOR TROUBLESHOOTING AND MAINTENANCE OF SCADA SYSTEM	30,000	30,000
535.47-10	PRINTING & BINDING	BUSINESS CARDS, MAPS, ETC	400	400
535.49-10	ADVERTISING	ADVERTISING FOR GRANTS	1,000	1,000
535.49-30	BANK/WIRE/ADMN EXPENSE	NO AMOUNT BUDGETED	-	-
535.51-10	OFFICE SUPPLIES	GENERAL OFFICE SUPPLIES	1,000	1,000
535.52-10	OPERATING SUPPLIES	OILS & DEGREASERS FOR PLANTS AND TANKS	2,500	11,600
		HAND TOOLS (SUPPLY NEW EMPLOYEE)	1,750	
		ADD'L COPIES NOT INLCUDED IN LEASE	1,500	
		COPY PAPER, PAPER TOWELS, ETC	1,000	
		CLEANING SUPPLIES	1,000	
		SAFETY EQUIPMENT FOR OPERATORS	750	
		CELL PHONE REPLACEMENTS	500	
		CDL LICENSE RENEWALS, CERTIFICATIONS	500	
		CITY SHIRTS - PER CITY UNIFORM POLICY	500	
		INSTALLATION / REPAIRS TO PHONE LINES	500	
		GIS YEARLY MAINTENANCE FEE	100	
		MONTHLY USE OF DUMPSTER	1,000	
535.52-11	DURABLE GOODS	BATTERIES FOR GENERATORS AT WOODLEA & CAROLINE PLANT	720	1,200
		3 REPLACEMENT MONITORS	480	
535.52-15	FUEL COSTS	FUEL COSTS	20,833	20,833
535.52-25	UNIFORMS	WEEKLY RENTAL OF UNIFORMS - 5 EMPLOYEES	1,500	2,250
		BOOT ALLOWANCE - 5 EMPLOYEES	750	
535.52-65	OPERATING CHEMICALS	SODIUM HYPOCHLORITE FOR DISINFECTION OF EFFLUENT	55,000	98,000
		POLYMER FOR BELT PRESS	25,000	
		GLYCERINE TO SUPPLEMENT IF NECESSARY	15,000	
		HTH (GRANULAR CHLORINE) FOR CLEANING FILTERS	3,000	
535.52-95	SCADA SUPPLIES	REPLACEMENT OF ETHERNET SWITCHES FOR SCADA	3,000	3,325
		BATTERIES FOR SCADA PLC'S FOR BATTERY BACKUP IN CASE OF OUTAGE	325	
535.54-10	BKS, PUB, SUB, MEM, LIB	REFERENCE MATERIALS & MANAGEMENT LITERATURE	1,500	1,500
535.59-15	TRANSFER TO G/F	OPERATING TRANSFER TO GENERAL FUND IN LIEU OF TAX	290,938	290,938

CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

WASTEWATER TREATMENT EXPENSE JUSTIFICATION

ACCOUNT	DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2014-2015
535.59-20	REIMBURSEMENT TO G/F	REIMBURSEMENT TO GENERAL FUND	281,449	298,422
		ADJUST 5-6-2014 TECHNOLOGY/NEW	16,973	
535.59-70	TRANSFER TO SRF LOAN DEBT	TRANSFER TO SRF DEBT SVC FUND 78905P WW PLANT ($678,856-$200,000 FROM W/WW IMPACTS/2		708,482
		PAYMENTS DUE 12-15-14 & 6-15-15)	239,428	
		TRANSFER TO SRF DEBT SVC FUND-PRECONST RECLAIM (75,704/2) 7189060		
		PAYMENTS DUE 10-15-14 & 4-15-15	28,729	
		TRANSFER TO SRF DEBT SVC FUND RECLAIM P1 WW350910 (158192/2)		
		PAYMENTS DUE 10-15-14 & 4-15-15	79,091	
		TRANSFER TO SRF DBET SVC FUND RECLAIM PHASE 2&3 WW350920 ($204,228/2)	102,114	
		TRANSFER TO SRF DEBT SVC FUND SEWER REHAB DP350900	259,120	
535.59-78	TRANSFER TO W/WW RRI FUND	TRANSFER TO RR&I FUND	150,000	150,000
535.61-10	LAND	NO AMOUNT BUDGETED	-	-
535.64-10	EQUIP - REPLACEMENT	REPLACE WWTP YARD / STREET LIGHTS WITH LED LIGHTS	113,425	113,425
535.64-11	EQUIP-VEHICLE REPLACEMENT	NO AMOUNT BUDGETED	-	-
535.64-13	EQUIP - COMP REPLACEMENT	REPLACE OLD COMPUTER WITH UPDATED SOFTWARE FOR		6,699
		NEW MECHANIC POSITION	1,500	
		5 REPLACEMENT COMPUTERS	5,199	
535.64-15	EQUIP - NEW	EXTENSION OF POLE BARN - 2 ADDITIONAL BAYS AND EXTEND HEIGHT FOR EQUIPMENT STORAGE - SPLIT WITH		12,500
		WW COLLECTIONS	12,500	
		FINANCE MOVED FROM BLDG REPAIR AND MANITENANCE		
		UPGRADE TO WWTP GENERATOR	75,000	
		MOVED TO 443	(75,000)	
535.64-23	SOFTWARE	ENVISTA SOFTWARE	5,000	5,000
535.71-15	LEAGUE LEASE 2002 & 2006	NO AMOUNT BUDGETED	-	-
535.71-30	REV BOND 2000 SPLIT 40-60	UTILITY SYSTEM BOND SERIES 2012A 4.72M		204,000
		8/1/2015	134,640	
		UTILITY SYSTEM BOND SERIES 2012B 2.37M		
		8/1/2015	69,360	
535.72-15	LEAGUE LEASE 2002 & 2006	NO AMOUNT BUDGETED	-	-
535.72-30	REV BOND 2000 SPLIT 40-60	UTILITY SYSTEM BOND SERIES 2012A 4.72M		107,576
		2/1/2015	35,500	
		8/1/2015	35,500	
		UTILITY SYSTEM BOND SERIES 2012B 2.37M		
		2/1/2015	18,288	
		8/1/2015	18,288	
535.73-10	DEBT SERVICE COSTS	DEBT SERVICE FEES	500	500

FUND	**401**	**CITY OF TAVARES**
DEPT	**35**	**ADOPTED BUDGET**
DIVISION	**02**	**FISCAL YEAR 2014-2015**

WASTEWATER REUSE EXPENSES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2012-2013	REVISED BUDGET 2013-2014	ADOPTED BUDGET 2014-2015	% CHANGE OVER FY 13-14
OPERATING EXPENDITURES					
535.31-15	ENGINEERING	-	3,193	**5,000**	56.59%
535.34-10	CONTRACTUAL SERVICES	-	7,500	**17,290**	130.53%
535.41-10	TELEPHONE	-	-	**200**	100.00%
535.44-10	RENTALS & LEASES	-	1,560	**1,864**	19.49%
535.46-15	REPAIR & MAINT. - EQUIPMENT	1,048	7,940	**10,000**	25.94%
535.47-10	PRINTING & BINDING	-	-	**300**	100.00%
535.51-10	OFFICE SUPPLIES	-	-	**1,000**	100.00%
535.52-10	OPERATING SUPPLIES	1,843	8,450	**27,342**	223.57%
535.52-22	REUSE METERS	18,850	19,000	**24,850**	30.79%
535.52-95	SCADA SUPPLIES	-	1,500	**3,000**	100.00%
* OPERATING EXPENDITURES		**21,741**	**49,143**	**90,846**	84.86%
CAPITAL EXPENDITURES					
535.64-10	EQUIP - REPLACEMENT	10,643	5,375	**8,500**	58.14%
535.64-14	EQUIP - NEW COMPUTERS	-	1,449	**-**	0.00%
535.64-15	EQUIP - NEW	-	1,676	**5,300**	216.23%
* CAPITAL EXPENDITURES		10,643	8,500	**13,800**	62.35%
TOTAL WASTEWATER-REUSE		**32,384**	**57,643**	**104,646**	**81.54%**

FUND	**401**	**CITY OF TAVARES**
DEPT	**35**	**ADOPTED BUDGET**
DIVISION	**02**	**FISCAL YEAR 2014-2015**

WASTEWATER REUSE EXPENSE JUSTIFICATION

ACCOUNT	DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2014-2015
535.31-15	ENGINEERING	ENGINEERING SERVICES REPLATED TO REUSE	5,000	5,000
535.34-10	CONTRACTUAL SERVICES	HVAC MAINTENANCE CONTRACT	8,220	17,290
		LANDSCAPING MAINTENANCE OF ADMINISTRATION BLDG	3,930	
		WEEKLY CLEANING OF ADMINISTRATION BLDG	3,140	
		REPAIR TO BROKEN REUSE LINES	2,000	
535.41-10	TELEPHONE	FAX LINE	200	200
535.44-10	RENTALS & LEASES	LEASE OF COPY MACHINE	1,864	1,864
535.46-15	EQUIPMENT	REPAIRS TO 2 MOTORS & 3 PUMPS	10,000	10,000
535.47-10	PRINTING & BINDING	BUSINESS CARDS, PAMPHLETS, ETC	300	300
535.51-10	OFFICE SUPPLIES	OFFICE SUPPLIES FOR ADMINISTRATION BLDG	1,000	1,000
535.52-10	OPERATING SUPPLIES	METER BOXES, BRASS FITTINGS, ETC.	22,000	27,342
		PIPING & FITTINGS	2,000	
		JANITORIAL SUPPLIES - ADMIN BLDG, O&M BLDG	1,500	
		TRAINING ROOM SUPPLIES - ADMIN BLDG	1,000	
		ADD'L COPIES OUTSIDE OF COPIER LEASE	792	
		FUEL TANK REGISTRATION - REQUIRED FOR GENERATOR	50	
535.52-22	REUSE METERS	REUSE METERS	24,850	24,850
535.52-95	SCADA SUPPLIES	REPLACE PLC FOR REUSE SYSTEM	3,000	3,000
535.64-10	EQUIP - REPLACEMENT	INCUBATOR/OVEN/REFRIGERATOR CONTINGENCY	5,500	8,500
		VISOTURB TSS PROBE CONTINGENCY AMOUNT FOR SECONDARY TSS ANALYZER	3,000	
535.64-14	EQUIP - NEW COMPUTERS	NO AMOUNT BUDGETED	-	-
535.64-15	EQUIP - NEW	ICE MACHINE FOR REUSE O&M BUILDING	3,500	5,300
		TABLES FOR OUTSIDE OF TRAINING ROOM	1,800	

FUND	401	CITY OF TAVARES
DEPT	35	ADOPTED BUDGET
DIVISION	03	FISCAL YEAR 2014-2015

WASTEWATER LAB EXPENSES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2010-2011	REVISED BUDGET 2013-2014	ADOPTED BUDGET 2012-2013	% CHANGE OVER FY 11-12
SALARIES AND BENEFITS					
535.12-10	REGULAR SALARIES	141,432	145,147	**149,453**	2.97%
535.14-10	OVERTIME	11,325	5,125	**12,000**	134.15%
535.21-10	FICA / MED TAXES	10,482	9,988	**11,140**	11.53%
535.22-20	FL STATE RETIREMENT	8,681	10,662	**12,130**	13.77%
535.23-10	HEALTH INSURANCE	18,010	14,795	**16,791**	13.49%
535.23-15	DENTAL INSURANCE	751	816	**908**	11.27%
535.23-20	LIFE INSURANCE	798	814	**605**	-25.68%
535.23-21	SHORT-TERM DISABILITY	584	562	**582**	3.56%
535.23-30	DEPENDENT HEALTH INSURANCE	9,127	13,554	**15,882**	17.18%
535.23-35	DEPENDENT DENTAL INSURANCE	1,003	1,174	**1,221**	4.00%
535.23-40	LONG TERM DISABILITY	366	487	**386**	-20.74%
535.24-10	WORKERS' COMPENSATION	4,825	5,004	**5,215**	4.22%
*	SALARIES AND BENEFITS	207,384	208,128	**226,313**	8.74%
OPERATING EXPENDITURES					
535.34-10	CONTRACTUAL SERVICES	9,820	14,200	**20,070**	41.34%
535.40-10	TRAVEL & PER DIEM	4,497	7,531	**7,543**	0.16%
535.41-10	TELEPHONE	3,887	2,797	**3,514**	25.63%
535.41-30	POSTAGE	683	1,050	**800**	-23.81%
535.45-10	LIABILITY	4,814	5,303	**6,015**	13.43%
535.46-15	REPAIR & MAINT. - EQUIPMENT	3,407	3,000	**3,200**	6.67%
535.46-25	REPAIR & MAINT. - MISC.	214	600	**800**	33.33%
535.51-10	OFFICE SUPPLIES	1,090	1,400	**1,600**	14.29%
535.52-10	OPERATING SUPPLIES	3,338	3,700	**2,750**	-25.68%
535.52-11	DURABLE GOODS	-	-	**160**	100.00%
535.52-15	FUEL COSTS	-	528	**528**	0.00%
535.52-24	SPLASH PARK	4,738	10,600	**11,600**	9.43%
535.52-25	UNIFORMS	906	2,066	**1,450**	-29.82%
535.52-75	LAB SUPPLIES	22,497	29,426	**35,495**	20.62%
535.52-80	LAB-OPERATING SUPPLIES	21,861	20,330	**21,972**	8.08%
535.54-10	BKS, PUB, SUB, MEM, LIB	584	450	**500**	11.11%
*	OPERATING EXPENDITURES	84,129	102,981	**117,997**	14.58%
CAPITAL EXPENDITURES					
535.64-10	EQUIP - REPLACEMENT	33,774	27,402	**18,500**	-32.49%
535.64-13	EQUIP - COMPUTER REPLACEMENT	-	2,000	**2,133**	6.65%
535.64-14	EQUIP - NEW COMPUTERS	-	-	**1,500**	100.00%
535.64-15	EQUIP - NEW	-	2,898	**-**	-100.00%
*	CAPITAL EXPENDITURES	33,774	32,300	**22,133**	-31.48%
					0.00%
TOTAL WASTEWATER-LAB		**325,287**	**343,409**	**366,443**	**6.71%**

CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

WASTEWATER LAB EXPENSE JUSTIFICATION

ACCOUNT	DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2014-2015
535.12-10	REGULAR SALARIES	SALARIES FOR REGULAR EMPLOYEES	149,453	149,453
535.14-10	OVERTIME	WAGES FOR HOURS WORKED IN EXCESS OF REGULAR TIME	12,000	12,000
535.21-10	FICA / MED TAXES	SOCIAL SECURITY AND MEDICARE TAX BENEFIT	11,140	11,140
535.22-20	FL STATE RETIREMENT	FRS RETIREMENT CONTRIBUTIONS FOR REGULAR EMPLOYEES	12,130	12,130
535.23-10	HEALTH INSURANCE	HEALTH INSURANCE PREMIUMS FOR EMPLOYEES	16,791	16,791
535.23-15	DENTAL INSURANCE	DENTAL INSURANCE PREMIUMS FOR EMPLOYEES	908	908
535.23-20	LIFE INSURANCE	LIFE INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	605	605
535.23-21	SHORT-TERM DISABILITY	SHORT-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	582	582
535.23-30	DEPENDENT HEALTH INSURANCE	SUBSIDIZED HEALTH INSURANCE PREMIUMS FOR		15,882
		EMPLOYEES' DEPENDENTS	15,882	
535.23-35	DEPENDENT DENTAL INSURANCE	SUBSIDIZED DENTAL INSURANCE PREMIUMS FOR		1,221
		EMPLOYEES' DEPENDENTS	1,221	
535.23-40	LONG TERM DISABILITY	LONG-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	386	386
535.24-10	WORKERS' COMPENSATION	WORKERS' COMPENSATION INSURANCE	5,215	5,215
535.34-10	CONTRACTUAL SERVICES	FLOOR CLEANING / WAX FOR LAB, OPERATIONS BLDG, AND		20,070
		FIELD OPERATIONS BLDG	7,770	
		LAB NELAC INSPECTION FEES: NEW PRIVATIZED TNI		
		AUDIT SYSTEM	5,000	
		LAB INFORMATION MANAGEMENT SYSTEM MAINT. CONTRACT,		
		UPGRADES AND NEW REPORTING FORMATS	2,300	
		CONTRACT FOR MONITORING WELLS REFURBISHMENT	5,000	
535.40-10	TRAVEL & PER DIEM	TRAINING FOR CERTIFICATION PER TNI REGS: FSEA		7,543
		ETHICS & DATA INTEGRITY, QA/QC, FIELD SAMPLING	3,852	
		SAFETY/ OPERATIONS TRAINING - THIS IS FOR ALL LAB,		
		WASTEWATER AND STORMWATER EMPLOYEES	3,404	
		STAR 12 PROGRAM FOR MANAGEMENT TRAINING	287	
535.41-10	TELEPHONE	NEXTEL	2,852	3,514
		VERIZON	378	
		FAX LINE / SCADA	284	
535.41-30	POSTAGE	SHIPPING OF SAMPLES TO CONTRACT LABS	500	800
		HAZARDOUS MATERIALS SHIPPING	300	
535.45-10	LIABILITY	GENERAL LIABILITY INSURANCE	6,015	6,015
535.46-15	EQUIPMENT	REPAIRS TO LAB EQUIP, INSTRUMENTATION AND IN-LINE		3,200
		MONITORING INSTRUMENTS, CERLIC & EFFLUENT PUMPS	3,200	
535.46-17	INSURANCE RECOVERY	NO AMOUNT BUDGETED	-	-
535.46-25	MISCELLANEOUS	REPAIRS TO LAB INSTRUMENTATION, OVENS, ETC	800	800
535.51-10	OFFICE SUPPLIES	GENERAL OFFICE SUPPLIES	1,600	1,600
535.52-10	OPERATING SUPPLIES	JANITORIAL SUPPLIES & DECONTAMINATION SUPPLIES	1,300	2,750
		LAB SAFETY ITEMS	1,200	
		CITY SHIRTS - LAB MANAGER PER CITY UNIFORM POLICY	250	
535.52-11	DURABLE GOODS	REPLACEMENT MONITOR	160	160
535.52-15	FUEL COSTS	FUEL COSTS	528	528

CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

WASTEWATER LAB EXPENSE JUSTIFICATION

ACCOUNT	DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2014-2015
535.52-24	SPLASH PARK SUPPLIES	CHEMICALS FOR WATER BALANCE & DISINFECTION:		11,600
		SODIUM HYPOCHLORITE, MURIATIC ACID, ALKALINITY, CALCIUM HARDNESS, THIOSULFATE, PH PLUS	4,000	
		EQUIPMENT: PH SENSOR, CL17 COMPONENTS, SALT BRIDGE BRUSHES, CL17 MAINTENANCE KIT, SC200	3,000	
		EQUIPMENT: SC200 CONTROLLER CONTINGENCY	1,800	
		EQUIPMENT: AMPEROMETRIC FREE CHLORINE REAGENTLESS PROBE (CONTINGENCY)	1,600	
		REAGENTS FOR CHEMICAL TESTING: FC & TC DPD, ALKALINITY & CALCIUM HARDNESS	1,200	
535.52-25	UNIFORMS	WEEKLY RENTAL OF UNIFORMS - LAB ANALYIST & TECH	1,000	1,450
		BOOT ALLOWANCE: 3 EMPLOYEES	450	
535.52-75	LAB SUPPLIES	MISC LAB SUPPLIES	6,540	35,495
		LABORATORY EQUIPMENT	6,000	
		GLASSWARE	5,800	
		MICRO	5,800	
		STANDARDS	4,910	
		REAGENTS	4,145	
		CHEMICALS	2,300	
535.52-80	LAB-OPERATING SUPPLIES	MISC SUBCONTRACTED LAB SERVICES FOR INSTRUMENT FAILURE	8,742	21,972
		RECLAIMED EFFLUENT ANALYSIS	3,000	
		SEMI-ANNUAL PROFICIENCY TESTING	2,800	
		DEIONIZED WATER SYSTEM SERVICES	2,500	
		MICROBIOLOGICAL FOR NON POTABLE WATER, SOLIDS & CHEMICAL MATRICES	2,000	
		ANNUAL CERTIFIED THERMOMETER CALIBRATION	500	
		ANNUAL WEIGHTS CALIBRATION	500	
		MISC DEP/FDOH (NELAC) REQUIREMENTS	500	
		MISC PROJECTS (NEW INITIATIVES, RESEARCH, ETC)	500	
		HAZARDOUS CHEMICAL DISPOSAL	300	
		ANNUAL METALS & SILICA ON DEOINIZED WATER	240	
		SEMI-ANNUAL FUME HOOD CALIBRATION	240	
		ANNUAL BALANCE CALIBRATION	150	
535.54-10	BKS, PUB, SUB, MEM, LIB	REFERENCE MATERIALS AND MANAGEMENT LITERATURE	300	500
		FSEA MEMBERHSIP FOR LAB MANAGER, ANALYST, & TECH	150	
		THE NELAC INSTITUTE MEMBERSHIP	50	
535.64-10	EQUIP - REPLACEMENT	REPLACEMENT FOR LABORATORY AUTOCLAVE FOR		18,500
		STERILIZATION OF WASTE PRODUCTS PRIOR TO DISPOSAL	8,000	
		FOSS DIGESTAHL SCUBBER SYSTEM TO NEUTRALIZE HAZARDOUS FUMES FROM TKN/TP DIGESTION PROCESS	7,500	
		MONITORING WELL SUBMERSIBLE PUMP HEAD AND CABLE FOR ADAPTABLE LENGTH	3,000	
535.64-13	EQUIP - COMP REPLACEMENT	2 REPLACEMENT COMPUTERS	2,133	2,133
535.64-14	EQUIP - NEW COMPUTERS	LAPTOP COMPUTER FOR SPLASH PARK: LAB TECH	1,500	1,500
535.64-15	EQUIP - NEW	NO AMOUNT BUDGETED	-	-

FUND	401	CITY OF TAVARES
DEPT	35	ADOPTED BUDGET
DIVISION	04	FISCAL YEAR 2014-2015

WASTEWATER COLLECTION EXPENSES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2012-2013	REVISED BUDGET 2013-2014	ADOPTED BUDGET 2014-2015	% CHANGE OVER FY 13-14
SALARIES AND BENEFITS					
535.12-10	REGULAR SALARIES	293,510	297,610	**307,535**	3.33%
535.14-10	OVERTIME	24,975	9,061	**15,000**	65.54%
535.21-10	FICA / MED TAXES	22,025	20,512	**22,423**	9.32%
535.22-20	FL STATE RETIREMENT	18,008	21,758	**24,232**	11.37%
535.23-10	HEALTH INSURANCE	37,176	29,112	**32,744**	12.48%
535.23-15	DENTAL INSURANCE	1,752	1,904	**2,118**	11.24%
535.23-20	LIFE INSURANCE	1,638	1,681	**1,247**	-25.82%
535.23-21	SHORT-TERM DISABILITY INS.	1,201	1,159	**1,196**	3.19%
535.23-30	DEPENDENT HEALTH INSURANCE	18,254	27,108	**42,191**	55.64%
535.23-35	DEPENDENT DENTAL INSURANCE	1,598	1,946	**2,565**	31.81%
535.23-40	LONG TERM DISABILITY	754	1,005	**793**	-21.09%
535.24-10	WORKERS' COMPENSATION	10,079	10,212	**10,418**	2.02%
535.25-10	UNEMPLOYMENT COMPENSATION	-	-	**-**	0.00%
* SALARIES AND BENEFITS		430,970	423,068	**462,462**	9.31%
OPERATING EXPENDITURES					
535.31-10	CITY ATTORNEY	480	-	**-**	0.00%
535.31-15	ENGINEERING	48,339	22,390	**25,000**	11.66%
535.34-10	CONTRACTUAL SERVICES	29,307	24,127	**52,097**	115.93%
535.40-10	TRAVEL & PER DIEM	5,813	5,000	**5,000**	0.00%
535.41-10	TELEPHONE	6,423	4,606	**7,327**	59.08%
535.41-20	OTHER COMMUNICATION	138	-	**-**	0.00%
535.41-30	POSTAGE	74	350	**350**	0.00%
535.43-10	ELECTRIC, WATER, GAS	-	-	**6,687**	100.00%
535.44-10	RENTALS & LEASES	1,171	4,000	**4,000**	0.00%
535.45-10	LIABILITY	14,800	16,303	**18,493**	13.43%
535.46-10	REPAIR & MAINT. - BUILDING	405	1,600	**1,600**	0.00%
535.46-15	REPAIR & MAINT. - EQUIPMENT	4,595	17,000	**17,000**	0.00%
535.46-17	INSURANCE RECOVERY	65,959	-	**-**	0.00%
535.46-25	REPAIR & MAINT. - MISC.	-	2,000	**2,000**	0.00%
535.46-30	REPAIR & MAINT. - VEHICLE	9,563	20,000	**20,000**	0.00%
535.46-80	REPAIR & MAINT. - LIFT STATION	26,031	51,772	**51,772**	0.00%
535.46-81	PUMP REPAIR	41,328	47,353	**47,353**	0.00%
535.46-82	COLLECTION LINE REPAIRS	2,995	10,000	**10,000**	0.00%
535.46-85	SCADA MAINTENANCE	25,161	59,089	**52,500**	-11.15%
535.47-10	PRINTING & BINDING	-	300	**300**	0.00%
535.49-10	ADVERTISING	-	2,510	**3,000**	19.52%
535.51-10	OFFICE SUPPLIES	392	1,000	**1,000**	0.00%
535.52-10	OPERATING SUPPLIES	35,903	47,010	**47,010**	0.00%
535.52-11	DURABLE GOODS	-	625	**1,480**	136.80%
535.52-15	FUEL COSTS	31,559	31,800	**34,842**	9.57%
535.52-24	SPLASH PARK SUPPLIES	6,335	9,375	**10,000**	6.67%
535.52-25	UNIFORMS	2,964	3,907	**3,057**	-21.76%
535.52-95	SCADA SUPPLIES	10,738	14,180	**14,180**	0.00%
535.54-10	BKS, PUB, SUB, MEM, LIB	650	1,000	**1,000**	0.00%
* OPERATING EXPENDITURES		371,123	397,297	**437,048**	10.01%

FUND	**401**	**CITY OF TAVARES**
DEPT	**35**	**ADOPTED BUDGET**
DIVISION	**04**	**FISCAL YEAR 2014-2015**

WASTEWATER COLLECTION EXPENSES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2012-2013	REVISED BUDGET 2013-2014	ADOPTED BUDGET 2014-2015	% CHANGE OVER FY 13-14
CAPITAL EXPENDITURES					
535.62-20	BUILDINGS	-	-	**-**	0.00%
535.64-10	EQUIP - REPLACEMENT	15,222	55,225	**15,000**	-72.84%
535.64-11	EQUIP - VEHICLE REPLACEMENT	70,878	17,000	**28,210**	65.94%
535.64-13	EQUIP - COMP REPLACEMENT	-	-	**2,799**	100.00%
535.64-14	EQUIP - NEW COMPUTERS	-	-	**2,500**	100.00%
535.64-15	EQUIP - NEW	99,653	165,827	**49,500**	-70.15%
535.64-17	EQUIP - NEW VEHICLES	-	-	**-**	0.00%
535.64-23	SOFTWARE	4,250	5,000	**5,000**	0.00%
535.64-25	FUTURE PROJECTS	14,824	147,373	**-**	-100.00%
* CAPITAL EXPENDITURES		204,827	390,425	**103,009**	-73.62%
TOTAL WASTEWATER-COLLECTIONS		**1,006,920**	**1,210,790**	**1,002,519**	**-17.20%**

CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

WASTEWATER COLLECTION EXPENSE JUSTIFICATION

ACCOUNT	DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2014-2015
535.12-10	REGULAR SALARIES	SALARIES FOR REGULAR EMPLOYEES	307,535	307,535
535.14-10	OVERTIME	WAGES FOR HOURS WORKED IN EXCESS OF REGULAR TIME	15,000	15,000
535.21-10	FICA / MED TAXES	SOCIAL SECURITY AND MEDICARE TAX BENEFIT	22,423	22,423
535.22-20	FL STATE RETIREMENT	FRS RETIREMENT CONTRIBUTIONS FOR REGULAR EMPLOYEES	24,232	24,232
535.23-10	HEALTH INSURANCE	HEALTH INSURANCE PREMIUMS FOR EMPLOYEES	32,744	32,744
535.23-15	DENTAL INSURANCE	DENTAL INSURANCE PREMIUMS FOR EMPLOYEES	2,118	2,118
535.23-20	LIFE INSURANCE	LIFE INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	1,247	1,247
535.23-21	SHORT-TERM DISABILITY	SHORT-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	1,196	1,196
535.23-30	DEPENDENT HEALTH INSURANCE	SUBSIDIZED HEALTH INSURANCE PREMIUMS FOR EMPLOYEES' DEPENDENTS	42,191	42,191
535.23-35	DEPENDENT DENTAL INSURANCE	SUBSIDIZED DENTAL INSURANCE PREMIUMS FOR EMPLOYEES' DEPENDENTS	2,565	2,565
535.23-40	LONG TERM DISABILITY	LONG-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	793	793
535.24-10	WORKERS' COMPENSATION	WORKERS' COMPENSATION INSURANCE	10,418	10,418
535.31-10	CITY ATTORNEY	NO AMOUNT BUDGETED	-	-
535.31-15	ENGINEERING	GENERAL ENGINEERING SERVICES TO INCLUDE EASEMENTS SURVEYING, AND TITLE SEARCHES	25,000	25,000
535.34-10	CONTRACTUAL SERVICES	LOAD BANK TESTING ON GENERATORS - FDEP REQUIRED	18,000	52,097
		CONTRACT FOR EMERGENCY REPAIRS FOR LIFTSTATION GENERATORS	12,000	
		CONTRACT TO HAVE LEAKING MANHOLES COATED - GML	10,000	
		DIGITAL SCANNING OF ARCHIVED UTILITY MAPS - SPLIT WITH WATER TREATMENT AND DISTRIBUTION, WASTEWATER TREATMENT	5,000	
		EMERGENCY DISPOSAL OF SEWAGE FOR LIFTSTATION FAILS	5,000	
		CENTRAL FL RAILROAD ROW - SEWER LINES	847	
		RAFTELIS FINANCIAL CONSULTANTS	1,250	
535.40-10	TRAVEL & PER DIEM	TRAINING, TRAVEL EXPENSES FOR CERTIFIED COLLECTION OPERATORS TO MAINTAIN CEU'S & REGULATORY COMPLIANCE	5,000	5,000
535.41-10	TELEPHONE	NEXTEL	5,362	7,327
		VERIZON	263	
		FAX LINE / SCADA	1,702	
535.41-20	OTHER COMMUNICATION	NO AMOUNT BUDGETED	-	-
535.41-30	POSTAGE	POSTAGE	350	350
535.43-10	ELECTRIC, WATER, GAS	ELECTRIC	1,440	6,687
		GAS	5,247	
535.44-10	RENTALS & LEASES	RENTAL OF EQUIPMENT AS NEEDED	4,000	4,000
535.45-10	LIABILITY	GENERAL LIABILITY INSURANCE	18,493	18,493
535.46-10	BUILDING	REPAIRS & MAINTENANCE TO FIELDS OPERATION BUILDING	1,600	1,600
535.46-15	EQUIPMENT	REPAIRS TO FLOW METERS AND PANELS	11,000	17,000
		REPAIRS OF SMALL EQUIPMENT	6,000	

CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

WASTEWATER COLLECTION EXPENSE JUSTIFICATION

ACCOUNT	DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2014-2015
535.46-17	INSURANCE RECOVERY	NO AMOUNT BUDGETED	-	-
535.46-25	MISCELLANEOUS	CONTINGENCY FOR REPAIRS/MAINTENANCE OF HAND		2,000
		TOOLS, ETC.	2,000	
535.46-30	VEHICLE	ROUTINE PREVENTATIVE MAINTENANCE OF VEHICLES	20,000	20,000
535.46-80	LIFT STATION REPAIR	MISC COSTS FOR INSTALLATION/REPAIRS FOR DAILY		51,772
		UPKEEP OF 77 LIFTSTATIONS	33,672	
		REPAIRS OF LIFTSTATION GENERATORS: 12 ONLINE	9,200	
		APPURTENANCES (CHECK VALVES, GATE VALVES, ETC)	8,900	
535.46-81	PUMP REPAIR	IMPELLERS	23,720	47,353
		NEW CUTTER BLADES	19,250	
		SHIM SET (IMPELLER & HOUSING)	2,652	
		LOWER T/C SEAL	1,495	
		REPAIRS TO LIFTSTATION PUMPS: LABOR	236	
535.46-82	COLLECTION LINE REPAIRS	UNANTICIPATED REPAIR NEEDS	10,000	10,000
535.46-85	SCADA MAINTENANCE	SCADA YEARLY MAINTENANCE CONTRACT	27,000	52,500
		SCADA MAINTENANCE SERVICE CALLS	17,000	
		SPLASH PARK SCADA SERVICE CALLS	8,500	
535.47-10	PRINTING & BINDING	BUSINESS CARDS, SEWER ATLAS, ETC.	300	300
535.49-10	ADVERTISING	WRAP OF CAMERA TRAILER, VAC TRUCK	3,000	3,000
535.51-10	OFFICE SUPPLIES	GENERAL OFFICE SUPPLIES	1,000	1,000
535.52-10	OPERATING SUPPLIES	PIPES, FITTINGS, SAW BLADES, CLAMPS,E TC	14,300	47,010
		MANHOLE COVERS & RISERS	6,600	
		SAFETY EQUIPMENT, DISPOSABLE PROTECTIVE SUITS	5,500	
		PAPER TOWELS, CELL PHONE REPLACEMENT, BATTERIES	4,500	
		WRENCHES, PIPE CUTTERS, HAMMERS, ETC.	3,300	
		SEWER LOCATES	3,000	
		DRILLS, DRILL BITS, ETC FOR SEWER REPAIRS	2,670	
		AIR TOOLS, HOSES, ETC	1,700	
		DEODORANT BLOCKS	1,620	
		DEGREASERS FOR LIFTSTATIONS	1,620	
		LIMEROCK FOR LIFTSTATIONS	1,600	
		CDL LICENSE RENEWALS, CERTIFICATIONS	600	
535.52-11	DURABLE GOODS	SMALL TOOLS FOR PIPE REPAIRS SUCH AS CONCRETE SAW,		1,480
		POLE SAW, AND HEDGE TRIMMER	1,000	
		3 REPLACEMENT MONITORS	480	
535.52-15	FUEL COSTS	FUEL COSTS	34,842	34,842
535.52-24	SPLASH PARK SUPPLIES	PUMPS - 2	5,000	10,000
		PIPING	3,000	
		ELECTRIC VALVES	2,000	
535.52-25	UNIFORMS	WEEKLY RENTAL OF UNIFORMS - 7 EMPLOYEES	1,727	3,057
		BOOT ALLOWANCE - 7 EMPLOYEES	1,050	
		POLO SHIRTS - PER CITY POLICY	280	
535.52-95	SCADA SUPPLIES	REPLACEMENT PARTS FOR SCADA SYSTEM	14,180	14,180
535.54-10	BKS, PUB, SUB, MEM, LIB	REFERENCE MATERIALS & MANAGEMENT LITERATURE	1,000	1,000
535.64-10	EQUIP - REPLACEMENT	PUSH CAMERA	10,000	15,000
		CRANE ON TRUCK #829 - REPLACE WITH		
		WIRELESS REMOTE OPERATION FOR SAFETY OF STAFF	5,000	

FUND 401
DEPT 35
DIVISION 04

CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

WASTEWATER COLLECTION EXPENSE JUSTIFICATION

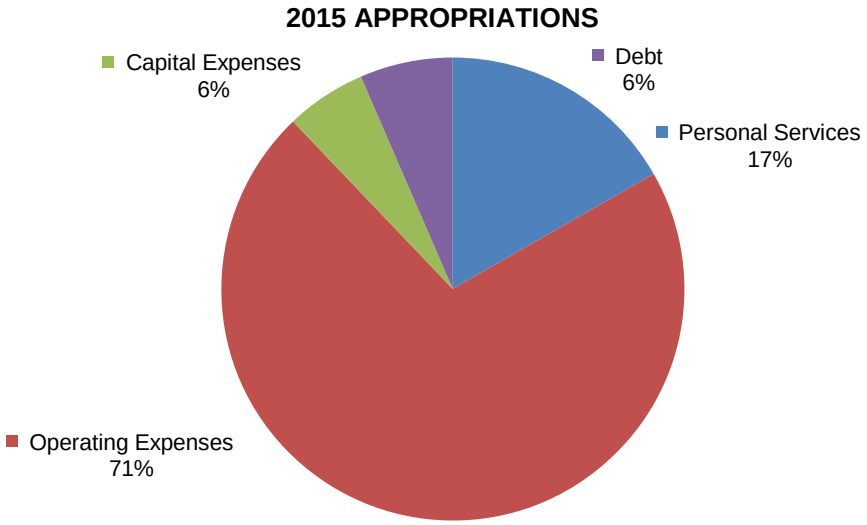
ACCOUNT	DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2014-2015
535.64-11	EQUIP-VEHICLE REPLACEMENT	REPLACE TRUCK 816 (2000 F250) WITH 2015 F250, EMERGENCY LIGHT BAR AND FOUR CORNER LIGHTING	28,210	28,210
535.64-13	EQUIP - COMP REPLACEMENT	3 REPLACEMENT COMPUTERS	2,799	2,799
535.64-14	EQUIP - NEW COMPUTERS	LAPTOP / TRUCK MOUNT FOR SUNSHINE LOCATES	2,500	2,500
535.64-15	EQUIP - NEW	NEW STATIONARY GENERATOR - LIFTSTATION 4	35,000	49,500
		VAC TRUCK ACCESSORIES - STROBE LIGHTS	2,000	
		EXTENSION OF POLE BARN: 2 ADD'L BAYS AND EXTEND HEIGHT FOR STORAGE OF EQUIPMENT - SPLIT WITH WASTEWATER TREATMENT	12,500	
535.64-23	SOFTWARE	ENVISTA SOFTWARE	5,000	5,000
535.64-25	FUTURE PROJECTS	NO AMOUNT BUDGETED	-	-

SOLID WASTE

Fund 402

Budget Summary

Department Summary	Audited Actuals 2012-2013	Revised Budget 2013-2014	Adopted Budget 2014-2015	% Change Over FY 13-14
Solid Waste-34				
Personal Services	383,794	418,631	**474,555**	13.36%
Operating Expenses	1,763,700	1,937,929	**2,017,881**	4.13%
Capital Expenses	2,199	346,300	**159,866**	-53.84%
Debt	5,224	89,818	**184,547**	105.47%
Grand Total Solid Waste	**$ 2,154,917**	**$ 2,792,678**	**$ 2,836,849**	**1.58%**



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FUND	**402**	**CITY OF TAVARES**
DEPT	**00**	**ADOPTED BUDGET**
DIVISION	**00**	**FISCAL YEAR 2013-2014**

SOLID WASTE REVENUE

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2012-2013	REVISED BUDGET 2013-2014	ESTIMATED REVENUE 2014-2015	% CHANGE OVER FY 13-14
CHARGES FOR SERVICES					
343.40-01	SOLID WASTE COLLECTION FEE	2,584,501	2,527,298	**2,688,335**	6.37%
343.40-02	RECYCLING REVENUE	2,996	3,024	**-**	-100.00%
343.40-03	NON-RETURN OF RECYCLING	-	-	**-**	0.00%
343.40-04	EXTRA ROLLOUT CONTAINERS	-	-	**-**	0.00%
343.40-05	SPECIALGARBAGE PICKUPS	-	-	**-**	0.00%
**	TOTAL CHARGES FOR SERVICES	2,587,497	2,530,322	**2,688,335**	6.24%
INTEREST & OTHER INCOME					
361.10-01	INTEREST INCOME	20	200	**25**	-87.50%
361.10-02	SBA INTEREST	4	-	**20**	100.00%
367.02-00	UNREALIZED GAIN ON INVEST	(1)	-	**-**	0.00%
*	INTEREST INCOME	23	200	**45**	-77.50%
384.20-00	LEASE PROCEEDS	-	265,124	**-**	-100.00%
369.10-01	MISCELLANEOUS	-	8,925	**-**	-100.00%
*	OTHER INCOME	-	274,049	**-**	-100.00%
**	TOTAL INTEREST & OTHER INCOME	23	274,249	**45**	-99.98%
					0.00%
OTHER SOURCES					
389.90-01	RETAINED EARNINGS	-	(11,893)	**148,469**	N/A
*	RETAINED EARNINGS	-	(11,893)	**148,469**	N/A
**	TOTAL OTHER SOURCES	-	(11,893)	**148,469**	N/A
TOTAL SOLID WASTE FUND		**2,587,520**	**2,792,678**	**2,836,849**	**1.58%**

FUND 402
DEPT 00
DIVISION 00

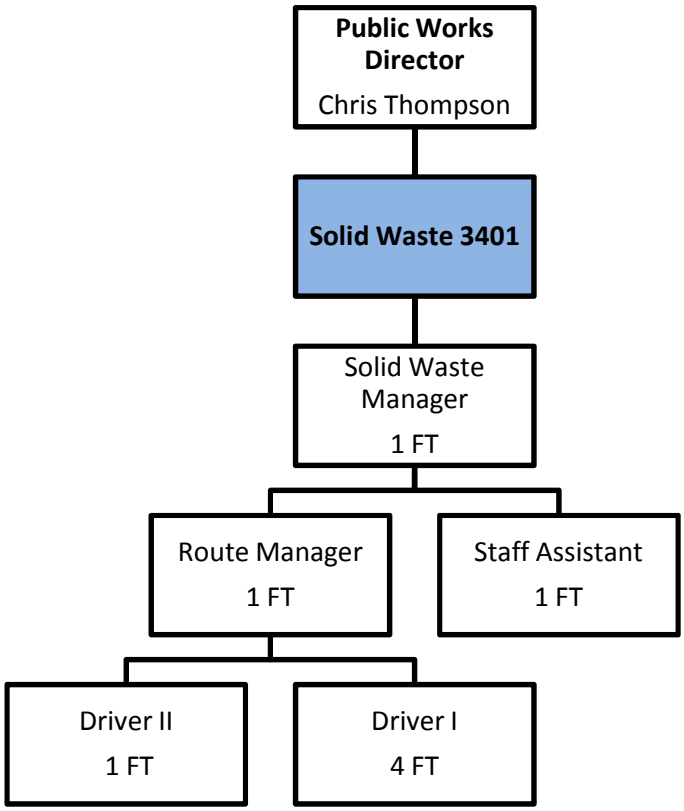
CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

SOLID WASTE REVENUE

ACCOUNT	DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2014-2015
343.40-01	SANITATION COLLECTION FEE	SOLID WASTE COLLECTION FEE	2,688,335	2,688,335
343.40-02	RECYCLING REVENUE	NO AMOUNT BUDGETED	-	-
361.10-01	INTEREST INCOME	INTEREST INCOME	25	25
361.10-02	SBA INTEREST	INTEREST INCOME	20	20
367.02-00	UNREALIZED GAIN ON INVEST	NO AMOUNT BUDGETED	-	-
369.10-01	MISCELLANEOUS	NO AMOUNT BUDGETED	-	-
384.20-00	LEAGUE LEASE	NO AMOUNT BUDGETED	-	-
389.90-01	RETAINED EARNINGS	PURCHASE TRUCK & REBULD ENGINE ON EXISTING TRUCK	148,469	148,469

SOLID WASTE

DIVISION 34*



*Solid Waste is a Division of the Public Works Department

Position Summary

Authorized Positions	Pos. #	2012-2013	2013-2014	2014-2015
Full Time:				
Manager/Supervisor	26001	1	1	1
Staff Assistant	34001	1	1	1
Solid Waste Route Mgr.	26002	1	1	1
Driver II	26003	1	1	1
Driver I [3]	26004	3	3	4
No. of Full Time		7	7	8
Total No. of Positions:		**7**	**7**	**8**
Total FTEs:		**7**	**7**	**8**

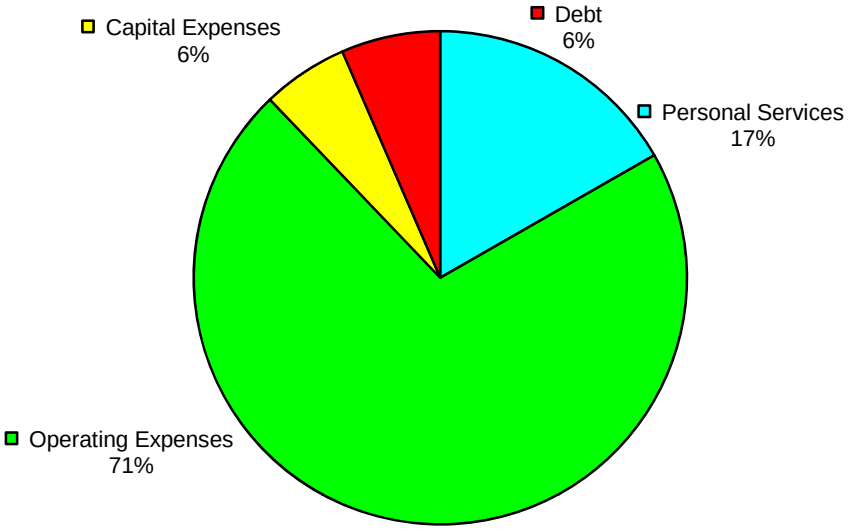
Notes:

1. The PW Director and Office Manager are 29% allocated to Solid Waste.
2. Staff Reduction: Driver I (1 position)
3. New Position Budgeted for FY 2015

Budget Summary

Department Summary	Audited Actuals 2012-2013	Revised Budget 2013-2014	Adopted Budget 2014-2015	% Change Over FY 13-14
Solid Waste-3401				
Personal Services	383,794	418,631	**474,555**	13.36%
Operating Expenses	1,763,700	1,937,929	**2,017,881**	4.13%
Capital Expenses	2,199	346,300	**159,866**	-53.84%
Debt	5,224	89,818	**184,547**	105.47%
Grand Total Solid Waste	**$ 2,154,917**	**$ 2,792,678**	**$ 2,836,849**	**1.58%**

2015 APPROPRIATIONS



SOLID WASTE - 3401 PROGRAM HIGHLIGHTS

DIVISION MISSION

To provide clean, efficient, and reliable service for collection and disposal of municipal solid waste from within the City of Tavares while maintaining volunteer recycling programs through educational initiatives.

DIVISION DESCRIPTION (Services, Functions, and Activities)

The Solid Waste Division has fully evolved into a premier solid waste collection operation responsible for providing residential and commercial services. This Division is responsible for all residential municipal solid waste (MSW) and commercial accounts using City supplied 95 gallon universal carts. Residential recycling and commercial dumpster accounts are outsourced, with City oversight.
The level of service currently provided is: twice per week collection of residential municipal solid waste (MSW) and once per week collection of bulk, yard waste and residential recycling. Residential collection service begins at 7:00 a.m. Monday through Friday.

SERVICE INDICATORS

	Indicator Description	Actual 2012	Actual 2013	Est. 2014	Projected 2015
1.	Residential Waste (tons) Collected	12,600	13,610	13,170	13,200
2.	Work Orders	200	200	275	325
3.	Staff Members (including Supervisor)	7	7	7	8
4.	Number of Residential Routes	*5	*5	*5	*6
5.	Number of Commercial Accounts Outsourced	242	245	255	263
6.	Number of Residential House Serviced	6,130	6,392	6,492	6,687

*5 routes per day Monday, Tuesday, Thursday and Friday; 1 route on Wednesday

2015 Goals

Organizational Development
Continue emphasis on safety and efforts to streamline collection system.
Growth and Development
Continue Route and Cart audits until complete.
City Lifestyle
Minimize customer call backs through emphasis on customer service.
Innovation and Technology
Extend life of Solid Waste fleet through rehab/refurbishment program to increase safety and productivity.
Organizational Performance
Productivity spreadsheet tracks driver performance through measuring MSW collected per house, MSW collected per hour, total MSW per route, and MSW collected first day of pick up vs. second.

2015 Objectives

1. Remain in compliance with all DEP rules and regulations as pertain to Solid Waste Activities.
2. Remain the premier Solid Waste provider for the City of Tavares.
3. Remain within the budgetary guidelines for the Solid Waste operation.
4. Ensure all productivity standards are maintained by division personnel.
5. Look for ways to streamline operation while not jeopardizing safety of personnel and residents.

SOLID WASTE - 3401 (continued) PROGRAM HIGHLIGHTS

2014 ACCOMPLISHMENTS

Customer Focus, Innovation & Technology, and Organizational Performance

1. We continue to make Safety our #1 goal. Focusing on the safety of our team members simply means "everyone goes home every night." It also adds a level of assurance to the residents of Tavares that we have their best interests in mind at all times.
2. Following industry best business practice methodology, we have implemented a Solid Waste Division Truck Rehab Program. Initially, a thorough inspection is conducted on a selected truck resulting in a detailed analysis of all major components including engine, hydraulics, electrical, suspension and chassis. Based on these findings, a corrective rehab is performed. Additional safety features are also installed at this time, along with a complete paint job. The primary goal of this program is to extend the life of our Solid Waste Division fleet by an additional 3 to 5 years, delaying the necessity to purchase a new vehicle. One truck was finished this year with the remainder of the fleet scheduled as part of our 5 year C.I.P.
3. During the course of this fiscal year, we have successfully negotiated a new solid waste disposal contract for our municipal solid waste. This contract will go into effect July 1, 2014 decreasing our disposal rates from $40.00 per ton to $27.50 per ton. Our projected savings for FY 2014 are $14,784.00.
4. Our single stream recycling program has been a success and continues to show improvement. For Fiscal year 2014, we are projecting 1,184 tons of recycled material to be collected and diverted out of the waste stream. This reflects an average residential diversion level of 21%, up 3% from 2013. Increased residential participation in our recycling program is good for the environment and saves disposal costs for the City.
5. We have implemented a "Truck Wrap" feature to the sides of our garbage trucks. Utilizing a standardized backdrop of "America's Seaplane City" marina, 2 removable/re-useable magnetic banners are being pulled by sea planes promoting Solid Waste educational information, public awareness messages and City events. These banners are rotated regularly to stay relevant and maintain public interest.

FUND	**402**	**CITY OF TAVARES**	
DEPT	**34**	**ADOPTED BUDGET**	
DIVISION	**01**	**FISCAL YEAR 2014-2015**	

SOLID WASTE EXPENSES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2012-2013	REVISED BUDGET 2013-2014	ADOPTED BUDGET 2014-2015	% CHANGE OVER FY 13-14
SALARIES AND BENEFITS					
534.12-10	REGULAR SALARIES	275,144	290,201	**317,047**	9.25%
534.13-10	OTHER SALARIES & WAGES	840	1,225	**-**	-100.00%
534.14-10	OVERTIME	-	1,538	**3,940**	156.18%
534.21-10	FICA / MED TAXES	19,260	19,996	**22,362**	11.83%
534.22-10	RETIREMENT	2,057	2,102	**2,165**	3.00%
534.22-20	FL STATE RETIREMENT	14,496	20,630	**24,494**	18.73%
534.23-10	HEALTH INSURANCE	37,089	33,167	**38,339**	15.59%
534.23-15	DENTAL INSURANCE	1,771	2,040	**2,474**	21.27%
534.23-20	LIFE INSURANCE	1,553	1,647	**1,298**	-21.19%
534.23-21	SHORT-TERM DISABILITY INS.	1,131	1,137	**1,246**	9.59%
534.23-30	DEPENDENT HEALTH INSURANCE	10,004	21,641	**36,602**	69.13%
534.23-35	DEPENDENT DENTAL INSURANCE	1,344	2,268	**2,060**	-9.17%
534.23-40	LONG TERM DISABILITY	711	985	**827**	-16.04%
534.24-10	WORKERS' COMPENSATION	18,394	20,054	**21,701**	8.21%
* SALARIES AND BENEFITS		383,794	418,631	**474,555**	13.36%
OPERATING EXPENDITURES					
534.31-10	CITY ATTORNEY	-	-	**-**	0.00%
534.32-10	AUDIT SERVICES	3,900	2,450	**2,940**	20.00%
534.34-10	CONTRACTUAL SERVICES	3,850	4,830	**27,771**	474.97%
534.40-10	TRAVEL & PER DIEM	2,385	3,000	**4,500**	50.00%
534.41-10	TELEPHONE	2,043	2,149	**2,260**	5.17%
534.41-20	OTHER COMMUNICATION	-	-	**-**	0.00%
534.41-30	POSTAGE	44	475	**1,300**	173.68%
534.42-10	RECYCLING CONTAINERS	-	-	**-**	0.00%
534.43-20	LANDFILL COSTS	239,288	251,705	**251,705**	0.00%
534.43-30	WASTE MANAGEMENT	625,161	767,252	**726,226**	-5.35%
534.45-10	LIABILITY	33,928	37,374	**42,174**	12.84%
534.46-15	EQUIPMENT	4,362	7,100	**8,500**	19.72%
534.46-17	INSURANCE RECOVERY	-	-	**-**	0.00%
534.46-30	REPAIR & MAINT. - VEHICLE	65,068	73,715	**52,215**	-29.17%
534.47-10	PRINTING & BINDING	26	653	**3,300**	405.36%
534.48-10	CITY APPRECIATION	-	-	**3,000**	100.00%
534.49-10	ADVERTISING	463	750	**9,250**	1133.33%
534.51-10	OFFICE SUPPLIES	423	500	**500**	0.00%
534.52-10	OPERATING SUPPLIES	7,957	4,918	**7,000**	42.33%
534.52-11	DURABLE GOODS	1,940	3,330	**3,520**	5.71%
534.52-15	FUEL COSTS	79,664	84,823	**122,480**	44.39%
534.52-25	UNIFORMS	3,661	5,754	**6,300**	9.49%
534.52-29	CARTS	11,507	12,000	**16,500**	37.50%
534.52-38	TIRES	-	-	**21,500**	100.00%
534.54-10	BKS, PUB, SUB, MEM, LIB	273	975	**1,050**	7.69%
534.59-15	TRANSFER TO G/F	194,728	196,631	**197,210**	0.29%
534.59-20	REIMBURSEMENT TO G/F	468,556	473,545	**502,680**	6.15%
534.59-90	CONTINGENCY	-	4,000	**4,000**	0.00%
* OPERATING EXPENDITURES		1,763,700	1,937,929	**2,017,881**	4.13%

FUND	**402**	**CITY OF TAVARES**
DEPT	**34**	**ADOPTED BUDGET**
DIVISION	**01**	**FISCAL YEAR 2014-2015**

SOLID WASTE EXPENSES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2012-2013	REVISED BUDGET 2013-2014	ADOPTED BUDGET 2014-2015	% CHANGE OVER FY 13-14
CAPITAL EXPENDITURES					
534.64-10	EQUIP - REPLACEMENT	-	2,647	**-**	0.00%
534.64-11	EQUIP - VEHICLE REPLACEMENT	-	333,778	**158,000**	-52.66%
534.64-13	EQUIP - COMP REPLACEMENT	1,100	950	**1,866**	96.42%
534.64-15	EQUIP - NEW	1,099	8,925	**-**	-100.00%
* CAPITAL EXPENDITURES		2,199	346,300	**159,866**	-53.84%
					0.00%
DEBT SERVICE					
534.71-05	OTHER	-	69,159	**178,321**	157.84%
534.71-15	LEAGUE LEASE 2002 & 2006	-	496	**-**	-100.00%
534.72-05	OTHER	4,503	8,781	**6,226**	-29.10%
534.72-15	LEAGUE LEASE 2002 & 2006	721	36	**-**	-100.00%
534.72-45	BOA TRUCK LEASE 2003	-	-	**-**	0.00%
534.73-10	DEBT SERVICE COSTS	-	11,346	**-**	
* DEBT SERVICE		5,224	89,818	**184,547**	105.47%
TOTAL SOLID WASTE		**2,154,917**	**2,792,678**	**2,836,849**	**1.58%**

CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

SOLID WASTE EXPENSE JUSTIFICATION

ACCOUNT	DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2014-2015
534.12-10	REGULAR SALARIES	SALARIES FOR REGULAR EMPLOYEES	317,047	317,047
534.13-10	OTHER SALARIES & WAGES	NO AMOUNT BUDGETED	-	-
534.14-10	OVERTIME	WAGES FOR HOURS WORKED IN EXCESS OF REGULAR TIME	3,940	3,940
534.21-10	FICA / MED TAXES	SOCIAL SECURITY AND MEDICARE TAX BENEFIT	22,362	22,362
534.22-10	RETIREMENT	RETIREMENT CONTRIBUTIONS FOR REGULAR EMPLOYEES	2,165	2,165
534.22-20	FL STATE RETIREMENT	FRS RETIREMENT CONTRIBUTIONS FOR REGULAR EMPLOYEES	24,494	24,494
534.23-10	HEALTH INSURANCE	HEALTH INSURANCE PREMIUMS FOR EMPLOYEES	38,339	38,339
534.23-15	DENTAL INSURANCE	DENTAL INSURANCE PREMIUMS FOR EMPLOYEES	2,474	2,474
534.23-20	LIFE INSURANCE	LIFE INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	1,298	1,298
534.23-21	SHORT-TERM DISABILITY	SHORT-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	1,246	1,246
534.23-30	DEPENDENT HEALTH INSURANCE	SUBSIDIZED HEALTH INSURANCE PREMIUMS FOR EMPLOYEES' DEPENDENTS	36,602	36,602
534.23-35	DEPENDENT DENTAL INSURANCE	SUBSIDIZED DENTAL INSURANCE PREMIUMS FOR EMPLOYEES' DEPENDENTS	2,060	2,060
534.23-40	LONG TERM DISABILITY	LONG-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	827	827
534.24-10	WORKERS' COMPENSATION	WORKERS' COMPENSATION INSURANCE	21,701	21,701
534.32-10	AUDIT SERVICES	AUDIT SERVICES	2,940	2,940
534.34-10	CONTRACTUAL SERVICES	USED FOR REGULAR MONTHLY MAINTENANCE OF OUR CITY CAR WASH	5,071	27,771
		RECYCLEBANK - RENEW REMAINING 7 MONTHS (MAR-SEPT)	20,000	
		BLACK BOARD CONNECT MASS NOTIFICATION	2,700	
534.40-10	TRAVEL & PER DIEM	USED FOR TRAVEL EXPENDITURES FOR SEMINARS, TRAINING AND CONVENTIONS. INCLUDES WASTE EXPO CONFERENCE FOR THE SOLID WASTE MANAGER, TRAINING FOR THE REST OF THE SOLID WASTE STAFF, IN ADDITION TO TRAINING FOR PUBLIC WORKS DIRECTOR AND ADMINISTRATIVE ASSISTANT	4,500	4,500
534.41-10	TELEPHONE	CELL PHONE & DIRECT CONNECT FOR SOLID WASTE STAFF	2,260	2,260
534.41-30	POSTAGE	USED FOR POSTAGE FOR BROCHURES, FLYERS, ETC. (RESIDENT/BUSINESS NOTIFICATION)	1,300	1,300
534.43-20	LANDFILL COSTS	LANDFILL COSTS	251,705	251,705
534.43-30	WASTE MANAGEMENT	WASTE MANAGEMENT	726,226	726,226
534.45-10	LIABILITY	GENERAL LIABILITY INSURNACE	42,174	42,174
534.46-15	EQUIPMENT	ESTIMATED REPAIRS TO THE CITY CAR WASH NOT INCLUDED IN THE MONTHLY MAINTENANCE CONTRACT, IN ADDITION TO INSTALLING A WALL TO PROTECT THE CAR WASH ELECTRICAL EQUIPMENT FROM THE CART WASHER	8,500	8,500
534.46-30	VEHICLE	REPAIR AND MAINTENANCE ON ALL SOLID WASTE FLEET	42,215	52,215
		TO REPLACE PINS & BUSHINGS ON TRKS #624 & #620 ($5,000.00/EACH). THIS IS A RECURRING ITEM DUE TO THE STYLE OF THE AUTOMATED SIDE-LOADERS THAT WE HAVE IN OUR FLEET	10,000	

CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

SOLID WASTE EXPENSE JUSTIFICATION

ACCOUNT	DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2014-2015
534.47-10	PRINTING & BINDING	USED FOR PRINTING BUSINESS CARDS, FLYERS (TO		3,300
		NOTIFY RESIDENTS/BUSINESSES) AS NEEDED	300	
		USED TO PURCHASE EXCESS CHARGE NOTICES AND		
		VEHICLE CONDITION REPORTS	3,000	
534.48-10	CITY APPRECIATION	PUBLIC WORKS WEEK	3,000	3,000
534.49-10	ADVERTISING	USED FOR ADVERTISING OF HOLIDAY COLLECTION		9,250
		NOTICES, SPECIAL COLLECTIONS, ETC. AS NEEDED		
		ADDITION TO ADVERTISING FOR NEW EMPLOYEES	750	
		THE PURCHASE OF MAGNETS FOR THE TRUCKS TO		
		DISPLAY SOLID WASTE INFORMATION & TO PURCHASE		
		PUBLIC AWARENESS/EDUCATION/PROMOTIONAL MATERIAL		
		FOR RESIDENTS	8,500	
534.51-10	OFFICE SUPPLIES	GENERAL OFFICE SUPPLIES SUCH AS INK PENS,		500
		PAPER CLIPS, FILE FOLDERS, ETC. AS NEEDED	500	
534.52-10	OPERATING SUPPLIES	HAND TOOLS, GLOVES, SOAP AND OTHER CLEANERS TO		7,000
		MAINTAIN SOLID WASTE FLEET, IN ADDITION TO SOAPS		
		AND CLEANERS FOR THE CITY-WIDE CAR WASH. CHARGES		
		THAT ARE NOT PART OF THE UNIFORM RENTAL SERVICE TO		
		INCLUDE MONTHLY SERVICE CHARGES. FIRST AID AND		
		SAFETY EQUIPMENT	7,000	
534.52-11	DURABLE GOODS	REPLACE FLOORING (WITH UPGRADED FLOORING) THAT		3,520
		WAS DAMAGED BY A LEAK IN THE WALL CAUSED BY AN		
		ICE MACHINE LEAK OUTSIDE	3,200	
		2 REPLACEMENT MONITORS	320	
534.52-15	FUEL COSTS	FUEL COSTS	122,480	122,480
534.52-25	UNIFORMS	WEEKLY UNIFORM RENTAL FOR CURRENT AND NEW		6,300
		SOLID WASTE EMPLOYEES	4,114	
		ONE PAIR OF WORK BOOTS EACH FOR THE SOLID WASTE		
		MANAGER AND DRIVERS (7 @ $150/EA)	1,050	
		CITY SWEATSHIRTS FOR SOLID WASTE MANAGER AND		
		EMPLOYEES. (8 @ $35.00/EA)	280	
		CITY SHIRT WITH NAME FOR EACH DRIVER (6 SHIRTS)	240	
		CITY SHIRTS WITH NAME FOR SOLID WASTE MANAGER		
		AND STAFF ASSISTANT (5 SHIRTS EACH)	400	
		CAPS WITH CITY LOGO FOR MANAGER AND DRIVERS		
		(24 @ $9.00/EA)	216	
534.52-29	CARTS	250 NEW GARBAGE CARTS	16,500	16,500
534.52-38	TIRES	TIRES FOR SOLID WASTE VEHICLES	21,500	21,500
534.54-10	BKS, PUB, SUB, MEM, LIB	FOR ANNUAL SOLID WASTE ORGANIZATION MEMBERSHIPS:		1,050
		SWANA (SOLID WASTE ASSOCIATION OF NORTH AMERICA)	300	
		RECYCLE FLORIDA TODAY	150	
		NSWMA (NATIONAL SOLID WASTE MANAGEMENT ASSOC.)	600	
534.59-13	BAD DEBT	NO AMOUNT BUDGETED	-	-
534.59-15	TRANSFER TO G/F	OPERATING TRANSFER TO GENERAL FUND		197,210
		IN LIEU OF TAX	197,210	
534.59-20	REIMBURSEMENT TO G/F	REIMBURSEMENT TO GENERAL FUND	502,680	502,680
534.59-90	CONTINGENCY	CONTINGENCY	4,000	4,000
534.64-10	EQUIP - REPLACEMENT	NO AMOUNT BUDGETED	-	-

FUND 402
DEPT 34
DIVISION 01

CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

SOLID WASTE EXPENSE JUSTIFICATION

ACCOUNT	DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2014-2015
534.64-11	EQUIP-VEHICLE REPLACEMENT	REPLACE UNIT 612 -1999(15 YRS. OLD) GMC CLAW TRK		158,000
		WITH 61,000 MILES	140,000	
		TO REFURBISH UNIT 620. THIS IS THE SISTER TRUCK TO UNIT 621, THE FIRST OF OUR NEWLY ESTABLISHED TRUCK REHAB PROGRAM TO EXTEND THE LIFE OF OUR FLEET BY ANOTHER 3-5 YEARS PER TRUCK REHAB WILL INCLUDE HYDRAULICS, COMPLETE PAINTING, PERFORM OVERHEAD OR IN-FRAME REBUILD ON ENGINE IF NEEDED	18,000	
534.64-13	EQUIP - COMP REPLACEMENT	TO REPLACE SOLID WASTE STAFF ASSISTANT'S		1,866
		COMPUTER	933	
		REPLACEMENT COMPUTER FOR SOLID WASTE CREW	933	
534.64-15	EQUIP - NEW	NO AMOUNT BUDGETED	-	-
534.64-25	FUTURE PROJECTS	NO AMOUNT BUDGETED	-	-
534.71-05	OTHER	SOLID WASTE TRUCK PRINCIPAL PAYMENT		178,321
		1-27-15 (54% OF LEASE PRINCIPAL AMOUNT)	17,699	
		7-27-15M (54% OF LEASE PRINCIPAL AMOUNT)	17,875	
		2014 SOLID WASTE PRINCIPAL PAYMENT		
		10/1/2014	35,509	
		1/1/2015	35,627	
		4/1/2015	35,746	
		7/1/2015	35,865	
534.71-15	LEAGUE LEASE 2002 & 2006	NO AMOUNT BUDGETED	-	-
534.72-05	OTHER	SOLID WASTE TRUCK INTEREST PAYMENT		6,226
		1-27-15 (54% OF INTEREST PAYMENT)	1,650	
		7-27-15 (54% OF INTEREST PAYMENT)	1,474	
		2014 SOLID WASTE TRUCK INTEREST PAYMENT		
		10/1/2014	840	
		1/1/2015	797	
		4/1/2015	754	
		7/1/2015	711	
534.72-15	LEAGUE LEASE 2002 & 2006	NO AMOUNT BUDGETED	-	-
534.73-10	DEBT SERVICE COSTS	NO AMOUNT BUDGETED	-	-

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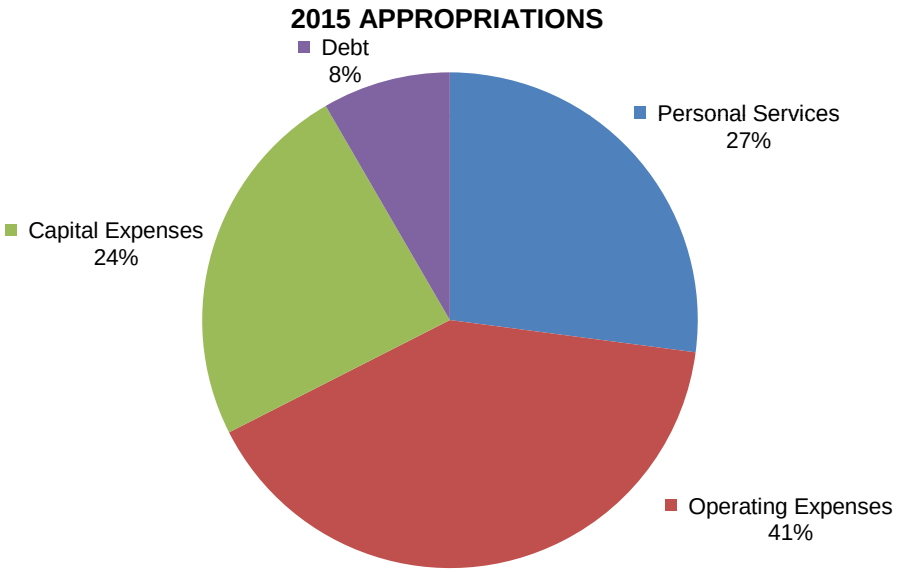
Stormwater

Fund 403

Budget Summary

Department Summary	Audited Actuals 2012-2013	Revised Budget 2013-2014	Adopted Budget 2014-2015	% Change Over FY 13-14
Stormwater-38				
Personal Services	168,367	228,467	**234,062**	2.45%
Operating Expenses	311,824	324,429	**349,844**	7.83%
Capital Expenses	51,806	213,253	**208,366**	-2.29%
Debt	3,836	33,201	**72,323**	117.83%
Transfers & Other	-	-	**-**	0.00%
Grand Total Stormwater	**$ 535,833**	**$ 799,350**	**$ 864,595**	**8.16%**



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FUND 403
DEPT 00
DIVISION 00

CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

STORMWATER REVENUE

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2012-2013	REVISED BUDGET 2013-2014	ESTIMATED REVENUE 2014-2015	% CHANGE OVER FY 13-14
CHARGES FOR SERVICES					
343.90-01	STORMWATER CHARGES	661,120	684,490	**714,826**	4.43%
343.90-02	STORMWATER TREATMENT	-	-	**-**	0.00%
**	TOTAL CHARGES FOR SERVICES	661,120	684,490	**714,826**	4.43%
INTEREST & OTHER INCOME					
361.10-01	INTEREST INCOME	4	800	**-**	-100.00%
361.10-02	SBA INTEREST	17	35	**-**	-100.00%
361.10-08	INVESTMENT	-	-	**-**	0.00%
367.02-00	UNREALIZED GAIN ON INVEST	(11)	-	**-**	0.00%
*	INTEREST INCOME	10	835	**-**	-100.00%
**	TOTAL INTEREST & OTHER INCOME	10	835	**-**	-100.00%
					0.00%
OTHER SOURCES					
381.01-01	TRANSFERS FROM GENERAL	-	-	**-**	0.00%
384.20-00	LEAGE LEASE	-	-	**150,000**	100.00%
*	TOTAL TRANSFERS	-	-	150,000	100.00%
389.90-00	APPROPRIATED RESERVES	-	117,302	**(231)**	-100.20%
*	APPROPRIATED RESERVES	-	117,302	**(231)**	-100.20%
**	TOTAL OTHER SOURCES	-	117,302	**149,769**	27.68%
					0.00%
TOTAL STORMWATER MANAGEMENT		**661,130**	**802,627**	**864,595**	**7.72%**

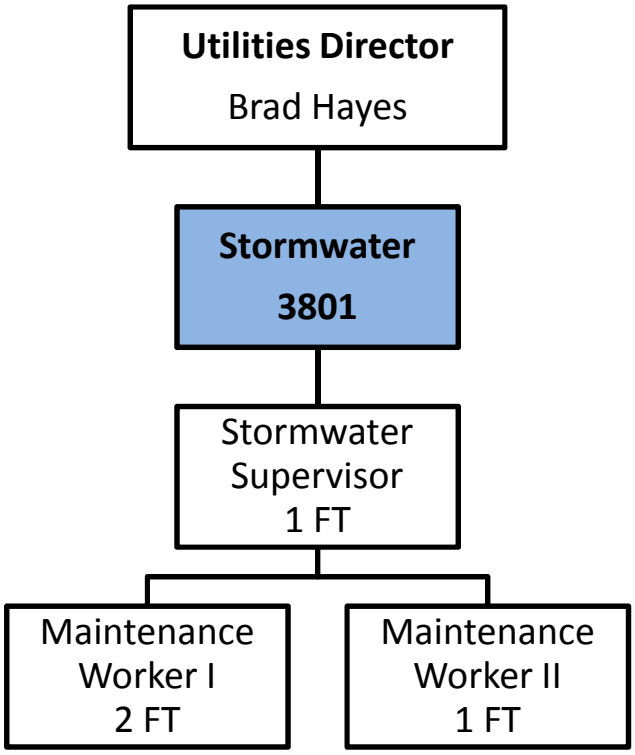
FUND	**403**	**CITY OF TAVARES**
DEPT	**00**	**ADOPTED BUDGET**
DIVISION	**00**	**FISCAL YEAR 2014-2015**

STORMWATER REVENUE

ACCOUNT	DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2014-2015
343.90-01	STORMWATER CHARGES	STORMWATER	714,826	714,826
361.10-01	INTEREST INCOME	NO AMOUNT BUDGETED	-	-
361.10-02	SBA INTEREST	NO AMOUNT BUDGETED	-	-
367.02-00	UNREALIZED GAIN ON INVEST	NO AMOUNT BUDGETED	-	-
384.20-00	LEAGUE LEASE	LOAN FOR BOOM MOWER	150,000	150,000
389.90-00	APPROPRIATED RESERVES	RESERVES	(231)	(231)

Stormwater

Department 38



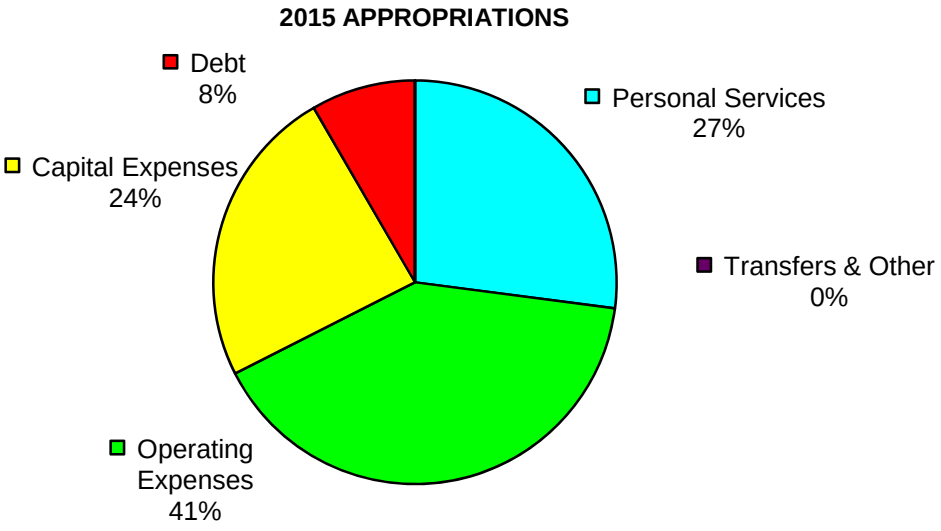
Position Summary

Authorized Positions	Pos. #	2012-2013	2013-2014	2014-2015
Full Time:				
Supervisor	27001	1	1	1
Maintenance Worker I	27002	1	2	2
Maintenance Worker II	27003	1	1	1
No. of Full Time		3	4	4
Total No. of Positions:		**3**	**4**	**4**
Total FTEs:		**3**	**4**	**4**

Budget Summary

Division Summary	Audited Actuals 2012-2013	Revised Budget 2013-2014	Adopted Budget 2014-2015	% Change Over FY 13-14
Stormwater-3801				
Personal Services	168,367	228,467	**234,062**	2.45%
Operating Expenses	311,824	324,429	**349,844**	7.83%
Capital Expenses	51,806	213,253	**208,366**	-2.29%
Debt	3,836	33,201	**72,323**	117.83%
Transfers & Other	-	-	**-**	0.00%
	535,833	799,350	864,595	8.16%
Grand Total Stormwater	**535,833**	**799,350**	**864,595**	**8.16%**

Category Summary				
Personal Services	168,367	228,467	234,062	2.45%
Operating Expenses	311,824	324,429	349,844	7.83%
Capital Expenses	51,806	213,253	208,366	-2.29%
Debt	3,836	33,201	72,323	117.83%
Transfers & Other	-	-	-	0.00%
Grand Total Stormwater	**$ 535,833**	**$ 799,350**	**$ 864,595**	**8.16%**



STORMWATER PROGRAM HIGHLIGHTS

DEPARTMENT MISSION

It is the mission of the Stormwater Department to be committed to the customers of the city (hospitals, governmental agencies, businesses and residents) to provide the quality management of stormwater initiatives through "best" practices of preventative maintenance by providing a safe, dependable, and financially efficient quality customer service standards. Our staff is totally focused on ensuring that we meet the criteria and parameters of all regulatory agencies.

DEPARTMENT DESCRIPTION *(Services, Functions, and Activities)*

The Stormwater Department provides maintenance of all City streets and alleys for water quality initiatives, as well as maintaining and complying with the NPDES permit, maintenance and construction of draining facilities throughout the City. Drainage facilities, which are man-made structures designed to collect, divert, or discharge stormwater (ditches, culverts, and retention ponds), are also maintained on a daily basis through mowing and/or cleaning.

SERVICE INDICATORS

	Indicator Description	Actual 2012	Actual 2013	Est. 2014	Projected 2015
1.	Work Orders Performed	205	208	210	230
2.	City Streets Cleaned (Miles)	63	74	74	74
3.	Stormwater Lines Maintained (Miles)	53	40	40	55
4.	New Stormwater Lines Installed (Miles)	3	3	5	5
5.	Stormwater Ponds/Ditches Maintained	18	18	18	19

2015 Goals

Organizational Development
Improve knowledge, skills and abilities of personnel to enhance the service provided to residents.

Growth and Development
Identify funding opportunities for improved facilities and increased technical equipment to better serve the public

City Lifestyle
Maintain a water system that promotes the health, safety and welfare of our residents and environment

Innovation and Technology
Utilize technology as a driver to foster efficiency in service delivery and to maintain maintenance schedules of stormwater infrastructure within the City grid.

Organizational Performance
To foster a professional organizational culture where economies of scale, efficiency, effectiveness and ethical standards are promoted as instruments of successful operations.

2015 Objectives

1. Continue public notification of NPDES permit
2. Lower Total Maximum Daily Loads program as determined by state guidelines
3. Take on additional stormwater ponds
4. Design stormwater system downtown for CRA

2014 Accomplishments

Customer Focus, Innovation & Technology, and Organizational Performance

1. Lined stormwater pipes at Fox Run Subdivision
2. Lined stormwater pipe at New Hampshire Ave
3. Wrapped Vac Truck for NPDES public notification

FUND	403	CITY OF TAVARES
DEPT	38	ADOPTED BUDGET
DIVISION	01	FISCAL YEAR 2014-2015

STORMWATER EXPENSES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2012-2013	REVISED BUDGET 2013-2014	ADOPTED BUDGET 2014-2015	% CHANGE OVER FY 13-14
SALARIES AND BENEFITS					
538.12-10	REGULAR SALARIES	120,610	147,473	**156,200**	5.92%
538.14-10	OVERTIME	667	10,635	**10,685**	0.47%
538.21-10	FICA / MED TAXES	8,530	11,068	**11,887**	7.40%
538.22-20	FL STATE RETIREMENT	7,316	12,330	**13,960**	13.22%
538.23-10	HEALTH INSURANCE	19,217	21,046	**23,256**	10.50%
538.23-15	DENTAL INSURANCE	801	1,143	**1,271**	11.20%
538.23-20	LIFE INSURANCE	686	835	**635**	-23.95%
538.23-21	SHORT-TERM DISABILITY INS.	494	575	**610**	6.09%
538.23-30	DEPENDENT HEALTH INSURANCE	5,107	15,541	**8,735**	-43.79%
538.23-35	DEPENDENT DENTAL INSURANCE	571	1,258	**696**	-44.67%
538.23-40	LONG TERM DISABILITY	312	502	**408**	-18.73%
538.24-10	WORKERS' COMPENSATION	4,056	6,061	**5,719**	-5.64%
* SALARIES AND BENEFITS		168,367	228,467	**234,062**	2.45%
OPERATING EXPENDITURES					
538.31-15	ENGINEERING	6,273	18,590	**13,000**	-30.07%
538.31-60	PERMIT & COMPLIANCE FEES	-	8,000	**8,000**	0.00%
538.32-10	AUDIT SERVICES	1,170	2,800	**3,360**	20.00%
538.34-10	CONTRACTUAL SERVICES	27,251	18,987	**18,500**	-2.56%
538.40-10	TRAVEL & PER DIEM	4,323	5,000	**4,000**	-20.00%
538.41-10	TELEPHONE	931	1,223	**978**	-20.03%
538.41-30	POSTAGE	-	300	**300**	0.00%
538.43-20	LANDFILL COSTS	12,379	12,000	**12,000**	0.00%
538.44-10	RENTALS & LEASES	2,439	2,500	**2,500**	0.00%
538.45-10	LIABILITY	5,308	5,847	**6,589**	12.69%
538.46-15	REPAIR & MAINT. - EQUIPMENT	1,399	4,100	**3,000**	-26.83%
538.46-30	REPAIR & MAINT. - VEHICLE	18,216	10,000	**10,000**	0.00%
538.46-41	STORM DRAIN REPAIR	1,876	6,000	**6,000**	0.00%
538.47-10	PRINTING & BINDING	159	400	**400**	0.00%
538.49-10	ADVERTISING	1,764	500	**500**	0.00%
538.51-10	OFFICE SUPPLIES	65	400	**500**	25.00%
538.52-10	OPERATING SUPPLIES	7,933	10,556	**10,656**	0.95%
538.52-11	DURABLE GOODS	-	-	**320**	100.00%
538.52-15	FUEL COSTS	18,243	20,341	**21,078**	3.62%
538.52-25	UNIFORMS	1,508	2,530	**2,940**	16.21%
538.53-20	ROAD MATERIALS & SUPPLIES	-	-	**2,500**	100.00%
538.54-10	BKS, PUB, SUB, MEM, LIB	-	-	**990**	100.00%
538.59-10	DEPRECIATION EXPENSE	-	-	**-**	0.00%
538.59-13	BAD DEBT	6,247	-	**-**	0.00%
538.59-15	TRANSFER TO G/F	38,159	39,020	**52,553**	34.68%
538.59-20	REIMBURSEMENT TO G/F	156,181	155,335	**158,788**	2.22%
538.59-70	TRANSFER TO SRF LOAN DEBT	-	-	**10,392**	100.00%
* OPERATING EXPENDITURES		311,824	324,429	**349,844**	7.83%
CAPITAL EXPENDITURES					
538.64-10	EQUIP - REPLACEMENT	19,182	24,000	**150,000**	525.00%
538.64-13	EQUIP - COMP REPLACEMENT	-	-	**1,866**	100.00%
538.64-14	EQUIP - NEW COMPUTERS	-	-	**1,500**	100.00%
538.64-25	FUTURE PROJECTS	32,624	189,253	**55,000**	-70.94%
* CAPITAL EXPENDITURES		51,806	213,253	**208,366**	-2.29%
DEBT SERVICE					
538.71-05	OTHER	-	29,711	**66,550**	123.99%
538.71-15	LEAGUE LEASE 2002 & 2006	-	235	**-**	-100.00%
538.72-05	OTHER	3,836	3,255	**5,773**	77.36%
* DEBT SERVICE		3,836	33,201	**72,323**	117.83%
TOTAL STORMWATER		**535,833**	**799,350**	**864,595**	**8.16%**

CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

STORMWATER EXPENSE JUSTIFICATION

ACCOUNT	DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2014-2015
538.12-10	REGULAR SALARIES	SALARIES FOR REGULAR EMPLOYEES	156,200	156,200
538.14-10	OVERTIME	WAGES FOR HOURS WORKED IN EXCESS OF REGULAR TIME	10,685	10,685
538.21-10	FICA / MED TAXES	SOCIAL SECURITY AND MEDICARE TAX BENEFIT	11,887	11,887
538.22-20	FL STATE RETIREMENT	FRS RETIREMENT CONTRIBUTIONS FOR REGULAR EMPLOYEES	13,960	13,960
538.23-10	HEALTH INSURANCE	HEALTH INSURANCE PREMIUMS FOR EMPLOYEES	23,256	23,256
538.23-15	DENTAL INSURANCE	DENTAL INSURANCE PREMIUMS FOR EMPLOYEES	1,271	1,271
538.23-20	LIFE INSURANCE	LIFE INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	635	635
538.23-21	SHORT-TERM DISABILITY	SHORT-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	610	610
538.23-30	DEPENDENT HEALTH INSURANCE	SUBSIDIZED HEALTH INSURANCE PREMIUMS FOR EMPLOYEES' DEPENDENTS	8,735	8,735
538.23-35	DEPENDENT DENTAL INSURANCE	SUBSIDIZED DENTAL INSURANCE PREMIUMS FOR EMPLOYEES' DEPENDENTS	696	696
538.23-40	LONG TERM DISABILITY	LONG-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	408	408
538.24-10	WORKERS' COMPENSATION	WORKERS' COMPENSATION INSURANCE	5,719	5,719
538.31-15	ENGINEERING	GENERAL ENGINEERING RELATED TO STORMWATER PROJECTS	13,000	13,000
538.31-60	PERMIT & COMPLIANCE FEES	NPDES PERMIT RENEWAL FEE - REGULATORY REQUIREMENT	8,000	8,000
538.32-10	AUDIT SERVICES	AUDIT SERVICES	3,360	3,360
538.34-10	CONTRACTUAL SERVICES	CONTRACTUAL SERVICES TO REPAIR STORMLINES, CLEANIN DITCHES, ETC.	18,500	18,500
538.40-10	TRAVEL & PER DIEM	TRAINING, TRAVEL EXPENSES FOR CERTIFIED STORMWATER OPERATORS TO MAINTAIN CEU'S & REGULATORY COMPLIANC	4,000	4,000
538.41-10	TELEPHONE	NEXTEL	978	978
538.41-30	POSTAGE	POSTAGE	300	300
538.43-20	LANDFILL COSTS	DEP REGULATED DISPOSAL AT LANDFILL	12,000	12,000
538.44-10	RENTALS & LEASES	RENTAL OF EQUIPMENT AS NEEDED	2,500	2,500
538.45-10	LIABILITY	GENERAL LIABILITY INSURANCE	6,589	6,589
538.46-15	EQUIPMENT	REPAIR & MAINTENANCE OF EQUIPMENT	3,000	3,000
538.46-30	VEHICLE	ROUTINE PREVENTATIVE MAINTENANCE & REPAIRS TO VEHICLES	10,000	10,000
538.46-41	STORM DRAIN REPAIR	MATERIALS TO REPAIR STORM DRAINS & LINES	6,000	6,000
538.47-10	PRINTING & BINDING	BUSINESS CARDS, ATLAS, ETC	400	400
538.49-10	ADVERTISING	NPDES REQUIREMENTS FOR PUBLIC RELATIONS	500	500
538.51-10	OFFICE SUPPLIES	GENERAL OFFICE SUPPLIES	500	500

FUND 403
DEPT 38
DIVISION 01

CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

STORMWATER EXPENSE JUSTIFICATION

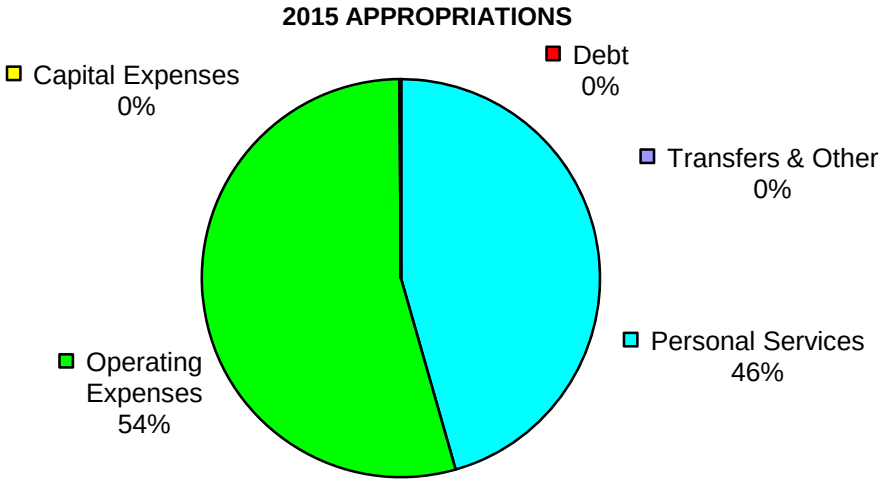
ACCOUNT	DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2014-2015
538.52-10	OPERATING SUPPLIES	MISC OPERATING SUPPLIES WHICH INCLUDE: REPLACE CELL PHONES, PHONE ACCESSORIES, CARTRIDGES, COPY PAPER, HAND SOAP, HAND TOOLS, LUMBER FOR FORMING CONCRETE, NAILS, SCREWS, CONCRETE, DRAIN TO LAKE MARKERS, ETC.	8,000	10,656
		ABSORBANT PILLOWS FOR BAFFLE BOXES	1,006	
		BROOMS FOR STREET SWEEPER	1,650	
538.52-11	DURABLE GOODS	2 REPLACEMENT MONITORS	320	320
538.52-15	FUEL COSTS	FUEL COSTS	21,078	21,078
538.52-25	UNIFORMS	WEEKLY RENTAL OF UNIFORMS - 4 EMPLOYEES	2,060	2,940
		POLO SHIRTS - PER CITY UNIFORM CODE	280	
		BOOT ALLOWANCE - 4 EMPLOYEES	600	
538.53-20	ROAD MATERIALS	MATERIALS FOR ROAD REPAIRS	2,500	2,500
538.54-10	BKS, PUB, SUB, MEM, LIB	MEMBERSHIPS, SUBSCRIPTIONS, BOOKS, ETC.	990	990
538.59-13	BAD DEBT	NO AMOUNT BUDGETED	-	-
538.59-15	TRANSFER TO G/F	OPERATING TRANSFER TO GENERAL FUND IN LIEU OF TAX	52,553	52,553
538.59-20	REIMBURSEMENT TO G/F	REIMBURSEMENT TO GENERAL FUND	158,788	158,788
538.59-70	TRANSFER TO SRF LOAN DEBT	TRANSFER TO SRF D/S FUND FOR STORMWATER MGMT SW380940 D/S PYMTS 6-15-15 & 10-15-15	10,392	10,392
538.64-10	EQUIP - REPLACEMENT	REPLACE BOOM MOWER	150,000	150,000
538.64-13	EQUIP - COMP REPLACEMENT	2 REPLACEMENT COMPUTERS	1,866	1,866
538.64-14	EQUIP - NEW COMPUTERS	LAPTOP FOR TRUCK 325: TO VIEW STORMWATER MAPS & GIS INFO WHILE IN THE FIELD	1,500	1,500
538.64-15	EQUIP - NEW	NO AMOUNT BUDGETED	-	-
538.64-25	FUTURE PROJECTS	FOX RUN DRAINAGE	55,000	55,000
538.71-05	OTHER	STREET SWEEPER PRINCIPAL		66,550
		1-27-15 (46% OF PRINCIPAL PAYMENT)	15,077	
		7-27-15(46% OF PRINCIPAL PAYMENT)	15,227	
		BOOM MOWER - FUNDING 1/1/2015	36,246	
538.72-05	OTHER	STREET SWEEPER LEASE INTEREST		5,773
		1-27-15 (46% OF INTEREST PAYMENT)	1,405	
		7-27-15 (46% OF INTEREST PAYMENT)	1,255	
		BOOM MOWER - FUNDING 1/1/2015	3,113	

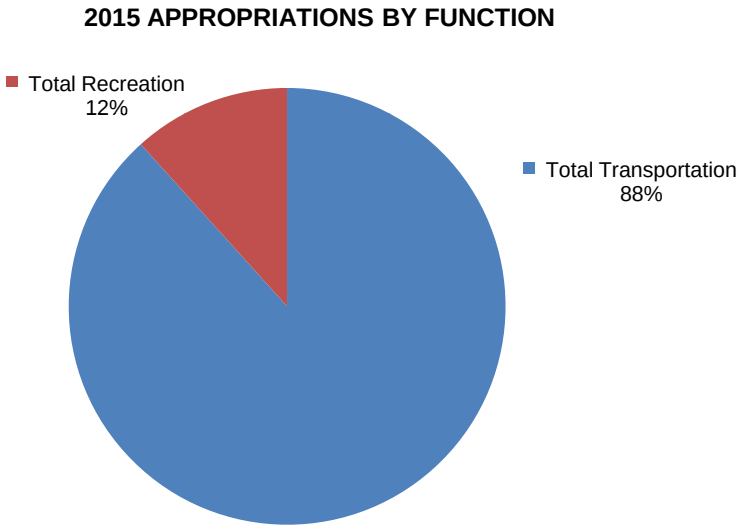
Marina/Seaplane Base

Fund 405

Budget Summary

Department Summary	Audited Actuals 2012-2013	Revised Budget 2013-2014	Adopted Budget 2014-2015	% Change Over FY 13-14
Transportation-43				
Personal Services	187,807	198,565	229,486	15.57%
Operating Expenses	272,086	283,402	283,323	-0.03%
Capital Expenses	3,122	-	1,000	100.00%
Debt	-	252	-	-100.00%
Transfers & Other	-	-	-	0.00%
Total Transportation	463,015	482,219	513,809	6.55%
Recreation-72				
Personal Services	34,503	39,202	47,944	22.30%
Operating Expenses	21,275	28,366	20,146	-28.98%
Capital Expenses	48,768	-	-	0.00%
Debt	-	-	-	0.00%
Transfers & Other	-	-	-	0.00%
Total Recreation	104,546	67,568	68,090	0.77%
Maintenance-74				
Personal Services	38,834	70,210	50,023	-28.75%
Operating Expenses	58,740	91,327	86,682	-5.09%
Capital Expenses	-	-	-	0.00%
Debt	-	-	-	0.00%
Transfers & Other	-	-	-	0.00%
Total Recreation	97,574	161,537	136,705	-15.37%
Grand Marina/Seaplane Base	**$ 665,135**	**$ 711,324**	**$ 718,604**	**1.02%**
Category Summary				
Personal Services	261,144	307,977	327,453	6.32%
Operating Expenses	352,101	403,095	390,151	-3.21%
Capital Expenses	51,890	-	1,000	100.00%
Debt	-	252	-	-100.00%
Transfers & Other	-	-	-	0.00%
Grand Marina/Seaplane Base	**$ 665,135**	**$ 711,324**	**$ 718,604**	**1.02%**


2015 APPROPRIATIONS
Capital Expenses
0%
Debt
0%
Transfers & Other
0%
Personal Services
46%
Operating
Expenses
54%


2015 APPROPRIATIONS BY FUNCTION
Total Recreation
12%
Total Transportation
88%

FUND	405
DEPT	00
DIVISION	00

CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

SEAPLANE BASE & MARINA REVENUE

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2012-2013	REVISED BUDGET 2013-2014	ESTIMATED REVENUE 2014-2015	% CHANGE OVER FY 13-14
CHARGES FOR SERVICES					
344.10-10	PROPERTY RENTAL	-	-	**-**	0.00%
344.20-01	SLIP RENTAL/DOCKAGE	25,436	22,456	**22,456**	0.00%
344.20-02	BOAT LAUNCH/TRANSIENT DOCK	1,748	-	**200**	100.00%
344.20-03	TAXI FARES	-	-	**-**	0.00%
344.20-20	OTHER PROPERTY RENTAL	6,150	6,000	**6,300**	5.00%
344.20-48	SALE OF FUEL - REC FUEL	-	-	**-**	0.00%
344.20-49	SALE OF FUEL - AV GAS	67	-	**-**	0.00%
344.20-50	SALE OF GAS & OIL	186,796	200,000	**195,000**	-2.50%
344.20-51	PROP SHOP SALES	19,058	30,000	**30,000**	0.00%
344.20-52	COT BOTTLED WATER SALES	927	-	**-**	0.00%
344.20-53	WHSL TAV BOTTLE WATER	73	-	**-**	0.00%
344.90-01	LATE CHARGES/PENALTIES	-	-	**-**	0.00%
344.90-04	OTHER FEES	222	-	**-**	0.00%
344.90-05	SALE OF MAPS & PUBS	-	-	**-**	0.00%
347.20-05	SPLASH PARK FEES	43,805	38,575	**44,000**	14.06%
347.20-07	SPLASH PARK-PARTY PACK	897	1,500	**1,250**	-16.67%
347.50-02	OTHER RENTALS/PAVILN	13,070	12,000	**16,000**	33.33%
347.50-05	FARMERS MARKET RENTAL	2,900	-	**-**	0.00%
**	TOTAL CHARGES FOR SERVICES	301,149	310,531	**315,206**	1.51%
369.00-00	MISCELLANEOUS REVENUES	12	-	**-**	0.00%
369.10-13	SPONSORSHIPS	-	-	**-**	0.00%
*	OTHER INCOME	12	-	**-**	0.00%
**	TOTAL INTEREST & OTHER INCOME	12	-	**-**	0.00%
OTHER SOURCES					
389.01-01	CONTRIB. FROM GENERAL FUND	347,301	333,364	**333,364**	0.00%
389.01-05	TRANSFER FROM TIF FUND	48,976	65,034	**70,034**	7.69%
389.40-00	GRANTS & DONATION	-	-	**-**	
*	TOTAL TRANSFERS	396,277	398,398	**403,398**	1.26%
389.90-01	RETAINED EARNINGS	-	3,895	**-**	-100.00%
*	APPROPRIATED RESERVES	-	3,895	**-**	-100.00%
**	TOTAL OTHER SOURCES	396,277	402,293	**403,398**	0.27%
TOTAL SEAPLANE BASE & MARINA		**697,438**	**712,824**	**718,604**	**0.81%**

FUND 405
DEPT 00
DIVISION 00

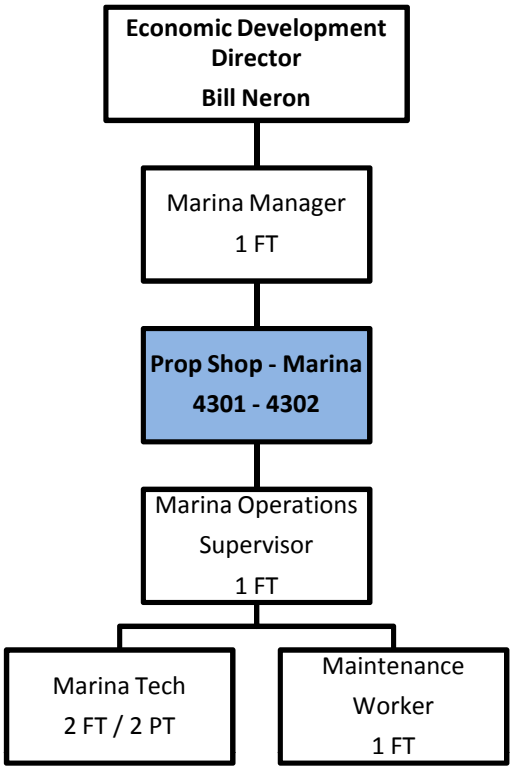
CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

MARINA FUND REVENUE

ACCOUNT	DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2014-2015
344.20-01	SLIP RENTAL/DOCKAGE	SLIP RENTAL	22,456	22,456
344.20-02	BOAT LAUNCH/TRANSIENT DCK	TRANSIENT DOCK FEE ($10 A NIGHT)	200	200
344.20-20	OTHER PROPERTY RENTAL	JONES BROTHERS	6,300	6,300
344.20-49	SALE OF FUEL - AV GAS	NO AMOUNT BUDGETED	-	-
344.20-50	SALE OF GAS & OIL	FUEL SALES	195,000	195,000
344.20-51	PROP SHOP SALES	PROP SHOP SALES	30,000	30,000
344.20-52	COT BOTTLED WATER SALES	NO AMOUNT BUDGETED	-	-
344.20-53	WHSL TAV BOTTLE WATER	NO AMOUNT BUDGETED	-	-
344.90-04	OTHER FEES	NO AMOUNT BUDGETED	-	-
347.20-05	SPLASH PARK FEES	SPLASH PARK FEES	44,000	44,000
347.20-07	SPLASK PK - PARTY PACK	SPLASH PARK PARTY PACK	1,250	1,250
347.50-02	OTHER RENTALS/PAVILN	PAVILION RENTALS	16,000	16,000
369.00-00	MISCELLANEOUS REVENUES	NO AMOUNT BUDGETED	-	-
389.01-01	CONTRIBUTIONS FROM GEN FD	CONTRIBUTION FROM GENERAL FUND	333,364	333,364
389.01-05	FROM TIF FUND	CONTRIBUTIONS FROM TIF FUND	70,034	70,034
389.90-01	RETAINED EARNINGS	NO AMOUNT BUDGETED	-	-

Marina/Airport Operations

Department 43



Position Summary

Authorized Positions	Pos. #	2012-2013	2013-2014	2014-2015
Full Time:				
Marina Manager	43001	1	1	1
Marina Operation Supervisor[1]	43002	1	1	1
Marina Maintenance Worker	43003	0	0	1
Marina Technician	43004	2	2	2
No. of Full Time		4	4	5
Part Time:				
Marina Technician		0	0	0
Marina Technician/Maint	43004	2	3	1
No. of Part Time:		2	3	1
Total No. of Positions:		**6**	**7**	**6**
Total FTEs:		**5**	**5**	**5.5**

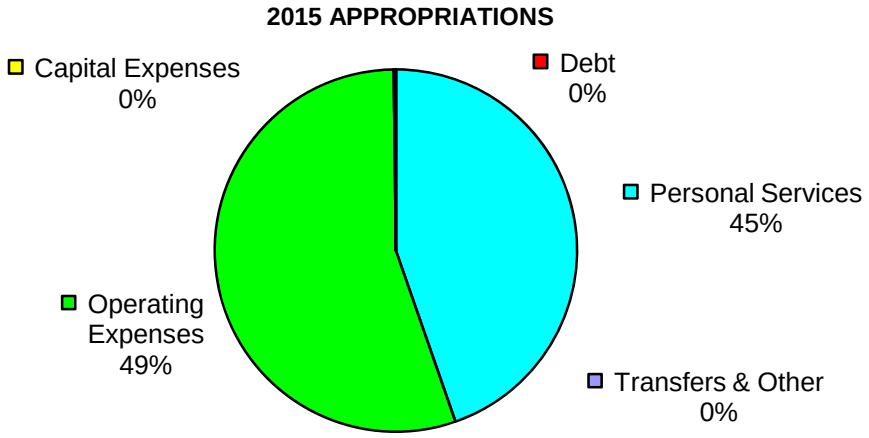
Notes:

For FY2012, all departments/divisions within Fund 405 have been realigned.

1. Salary and benefits are allocated 90% to Seaplane Base & Marina and 10% to Splash Park

Budget Summary

Division Summary	Audited Actuals 2012-2013	Revised Budget 2013-2014	Adopted Budget 2014-2015	% Change Over FY 13-14
Seaplane Base & Marina - 4304				
Personal Services	187,807	198,565	229,486	15.57%
Operating Expenses	272,086	283,402	283,323	-0.03%
Capital Expenses	3,122	-	1,000	100.00%
Debt	-	252	-	-100.00%
Transfers and Others	-	-	-	0.00%
Total Seaplane Base & Mari	463,015	482,219	513,809	6.55%
Grand Total Transportation	**$ 463,015**	**$ 482,219**	**$ 513,809**	**6.55%**
Category Summary				
Personal Services	187,807	198,565	229,486	15.57%
Operating Expenses	272,086	283,402	283,323	-0.03%
Capital Expenses	3,122	-	1,000	100.00%
Debt	-	252	-	-100.00%
Transfers & Other	-	-	-	0.00%
				0
Grand Total Transportation	**$ 463,015**	**$ 482,219**	**$ 513,809**	**6.55%**
Percentage of Fund Budget	*69.61%*	*67.79%*	*71.50%*	5.47%



SEAPLANE BASE & MARINA - 4304 PROGRAM HIGHLIGHTS

DEPARTMENT MISSION

Operate a Seaplane Base & Marina enterprise operation providing excellent customer service in a safe and fiscally prudent manner with a goal of becoming economically self-sufficient. The Seaplane Base & Marina serves as the cornerstone of the City's brand as "America's Seaplane City" attracting seaplane visitors from all over the United States.

DEPARTMENT DESCRIPTION:

The Tavares Seaplane Base & Marina offers seaplane and marina services. The Seaplane Base & Marina falls under the City's Economic Development Department for purposes of stimulating the local economy and providing enhanced recreational opportunities to the City's residents and visitors. The Seaplane Base & Marina operates and maintains the Splash Park, fuel sales, Prop Shop, two docks, and Wooton Park. The marina has 84 boat slips and 36 boat slips are reserved for rentals in Dock A. Dock B will remain open to the public. The Seaplane Base & Marina coordinates with private vendors to provide services such as seaplane rides, flight training, and boat eco-tours. The Seaplane Base & Marina staff are responsible for the operation of Wooton Park and also facilitates and coordinates special events for community residents and visitors. The Base will also be responsible for taking over the responsibility of looking over the Wooton Park expansion which includes but not limited to boat ramps, restrooms, and park.

SERVICE INDICATORS:

	Indicator Description	Actual 2012	Actual 2013	Est. 2014	Projected 2015
1.	Prop Shop Net Revenue	$ 23,063	$ 19,058	$ 30,000	$ 30,000
2.	Splash Park Revenue	$ 41,353	$ 44,703	$ 46,000	$ 46,000
3.	Splash Park Attendance	20,476	21,903	20,000	20,000
4.	Fuel Sales	$ 184,875	$ 190,000	$ 195,000	$ 195,000
5.	Gallons of Fuel Sold	39,074	40,000	41,000	43,000
6.	Pavilion Rental Revenue	$ 13,790	$ 13,070	$ 16,000	$ 16,000
7.	Percentage of Boat Slip Rentals Filled (36 Total)	86%	100%	100%	100%
8.	Number of Special Events Facilitated	21	24	20	24
9.	Number of Seaplane Visits	1,917	2,200	2,300	2,400

2015 Goals

Organizational Development

To provide additional training to Seaplane Base & Marina staff with an emphasis on providing a safe and efficient environment.

Growth and Development

To efficiently grow the various business components of the Seaplane Base & Marina with the goal of becoming economically self-sufficient.

City Lifestyle

To provide a pristine park environment that promotes safety, business creation, community events, recreational and sporting activities for citizens while maintaining City traditions and values.

Citizen and Customer Service Focus

To provide excellent customer service to each and every person using Wooton Park and the Seaplane Base & Marina.

Innovation and Technology

To utilize technology as a driver to foster innovation and provide an effective means and method of insuring timely and relevant information is provided to the customers.

Organizational Performance

To foster a professional organizational culture where economies of scale, efficiency, effectiveness and ethical standards are promoted.

SEAPLANE BASE & MARINA (continued) PROGRAM HIGHLIGHTS

2015 Objectives

1. Provide a world class Seaplane Base & Marina with excellent customer service and knowledgeable staff.
2. Effectively operate all phases of the Seaplane Base & Marina and Wooton Park.
3. Increase awareness of the Seaplane Base & Marina on a national level.
4. Increase safety awareness with public and City staff.
5. Facilitate special events at Wooton Park.
6. Absorb and implement Wooton Park expansion activities.

2014 Accomplishments

1. All full-time staff fully trained on Point of Sale system and fuel systems.
2. Hosted and facilitated 20 special events.
3. Boat Slip rentals filled to 100% capacity.
4. Enhanced inventory control resulting in less product spoilage.
5. Initiated on-line store for limited Prop Shop sale items.

FUND	405	CITY OF TAVARES
DEPT	43	ADOPTED BUDGET
DIVISION	04	FISCAL YEAR 2014-2015

SEAPLANE BASE & MARINA
DEPARTMENT/DIVISION ESTABLISHED IN FY2012

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2012-2013	REVISED BUDGET 2013-2014	ADOPTED BUDGET 2014-2015	% CHANGE OVER FY 13-14
SALARIES AND BENEFITS					
543.12-10	REGULAR SALARIES	137,490	146,586	**155,882**	6.34%
543.13-10	OTHER SALARIES & WAGES	819	-	**-**	0.00%
543.14-10	OVERTIME	1,398	3,664	**3,664**	0.00%
543.21-10	FICA / MED TAXES	10,184	10,848	**11,533**	6.31%
543.22-10	RETIREMENT	-	-	**-**	0.00%
543.22-20	FL STATE RETIREMENT	7,724	10,025	**11,987**	19.57%
543.23-10	HEALTH INSURANCE	22,174	18,565	**17,015**	-8.35%
543.23-15	DENTAL INSURANCE	932	1,034	**1,150**	11.22%
543.23-20	LIFE INSURANCE	748	781	**569**	-27.14%
543.23-21	SHORT-TERM DISABILITY	544	539	**547**	1.48%
543.23-30	DEPENDENT HEALTH INSURANCE	-	-	**19,812**	100.00%
543.23-35	DEPENDENT DENTAL INSURANCE	531	587	**1,160**	97.61%
543.23-40	LONG TERM DISABILITY	341	467	**362**	-22.48%
543.24-10	WORKERS' COMPENSATION	4,922	5,469	**5,805**	6.14%
538.25-10	UNEMPLOYMENT COMPENSATION	-	-	**-**	0.00%
* SALARIES AND BENEFITS		187,807	198,565	**229,486**	15.57%
OPERATING EXPENDITURES					
543.32-10	AUDIT SERVICES	1,170	2,450	**2,940**	20.00%
543.34-10	CONTRACTUAL SERVICES	-	1,150	**1,150**	0.00%
543.40-10	TRAVEL & PER DIEM	1,342	1,000	**1,000**	0.00%
543.41-10	TELEPHONE	2,057	2,241	**1,990**	-11.20%
543.41-20	OTHER COMMUNICATION	925	-	**-**	0.00%
543.41-30	POSTAGE	3	200	**200**	0.00%
543.43-10	ELECTRIC, WATER, GAS	25,943	22,094	**30,965**	40.15%
543.45-10	LIABILITY	14,123	15,087	**16,834**	11.58%
543.46-10	BUILDING	2,661	-	**6,000**	100.00%
543.46-11	DOCKS	12,145	7,228	**15,000**	107.53%
543.46-16	FUELING SYSTEM	2,294	-	**4,250**	100.00%
543.46-17	INSURANCE RECOVERY	3,908	-	**-**	0.00%
543.46-25	MISCELLANEOUS REPAIRS	3,793	1,772	**2,500**	41.08%
543.46-37	MARINE VESSEL	300	-	**-**	0.00%
543.46-45	EXTERMINATING	-	-	**250**	100.00%
543.47-10	PRINTING & BINDING	206	200	**200**	0.00%
543.49-01	OVER/SHORT REC FUEL	-	-	**-**	0.00%
543.49-03	CASH OVER/SHORT	66	-	**-**	0.00%
543.49-10	ADVERTISING	5,573	10,000	**10,000**	0.00%
543.49-30	BANK/WIRE/ADMN EXPENSE	205	1,080	**-**	-100.00%
543.49-32	CREDIT CARD PROCESSING	4,762	13,200	**4,940**	-62.58%
543.49-97	INVENTORY OVER/SHORT-PROP	-	-	**-**	0.00%
543.51-10	OFFICE SUPPLIES	-	-	**1,000**	100.00%
543.52-10	OPERATING SUPPLIES	3,148	3,000	**3,000**	0.00%
543.52-11	DURABLE GOODS	395	1,500	**550**	-63.33%
543.52-15	FUEL COSTS	1,733	-	**1,979**	100.00%
543.52-16	INVENTORY PURCHASES	(1,508)	20,000	**20,000**	0.00%
543.52-22	COST OF GOODS SOLD	9,829	-	**-**	0.00%
543.52-25	UNIFORMS	244	700	**3,075**	339.29%

FUND	405	CITY OF TAVARES
DEPT	43	ADOPTED BUDGET
DIVISION	04	FISCAL YEAR 2014-2015

SEAPLANE BASE & MARINA
DEPARTMENT/DIVISION ESTABLISHED IN FY2012

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2012-2013	REVISED BUDGET 2013-2014	ADOPTED BUDGET 2014-2015	% CHANGE OVER FY 13-14
543.52-26	COST OF AVIATION SALES	-	-	**-**	0.00%
543.52-27	COST OF RECR FUEL SALES	-	-	**-**	0.00%
543.52-31	RECREATIONAL FUEL INVENTORY	96,108	90,000	**80,000**	-11.11%
543.52-32	AVIATION FUEL INVENTORY	76,863	90,000	**75,000**	-16.67%
549.46-17	INSURANCE RECOVERY	1,715	-	**-**	0.00%
543.54-10	BKS, PUB, SUB, MEM, LIB	180	500	**500**	0.00%
543.59-10	DEPRECIATION EXPENSE	-	-	**-**	0.00%
543.59-13	BAD DEBT	1,652	-	**-**	0.00%
543.59-15	TRANSFER TO G/F	-	-	**-**	0.00%
543.59-20	REIMBURSEMENT TO G/F	251	-	**-**	0.00%
*	OPERATING EXPENDITURES	272,086	283,402	**283,323**	-0.03%
CAPITAL EXPENDITURES					
543.64-10	EQUIP - REPLACEMENT	-	-	**1,000**	0.00%
543.64-14	EQUIP - NEW COMPUTERS	-	-	**-**	0.00%
543.64-15	EQUIP - NEW	3,122	-	**-**	0.00%
543.64-20	DURABLE GOODS	-	-	**-**	0.00%
538.64-25	FUTURE PROJECTS	-	-	**-**	0.00%
543.69-99	ASSET RECLASSIFICATION	-	-	**-**	0.00%
*	CAPITAL EXPENDITURES	3,122	-	**1,000**	100.00%
DEBT SERVICE					
543.71-15	CAP LEASE 2002,2006,2012	-	235	**-**	-100.00%
543.72-15	CAP LEASE 2002,2006,2012	-	17	**-**	-100.00%
*	DEBT SERVICE	-	252	**-**	-100.00%
TRANSFERS AND OTHERS					
543.95-65		-	-	**-**	0.00%
*	TRANSFERS AND OTHERS	-	-	**-**	0.00%
TOTAL	**WATER TAXI**	**463,015**	**482,219**	**513,809**	**6.55%**

CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

SEAPLANE BASE & MARINA
DEPARTMENT/DIVISION ESTABLISHED IN FY2012

ACCOUNT	DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2014-2015
543.12-10	REGULAR SALARIES	SALARIES FOR REGULAR EMPLOYEES	155,882	155,882
543.13-10	OTHER SALARIES & WAGES	NO AMOUNT BUDGETED	-	-
543.14-10	OVERTIME	WAGES FOR HOURS WORKED IN EXCESS OF REGULAR TIME	3,664	3,664
543.21-10	FICA / MED TAXES	SOCIAL SECURITY AND MEDICARE TAX BENEFIT	11,533	11,533
543.22-20	FL STATE RETIREMENT	FRS RETIREMENT CONTRIBUTIONS FOR REGULAR EMPLOYEES	11,987	11,987
543.23-10	HEALTH INSURANCE	HEALTH INSURANCE PREMIUMS FOR EMPLOYEES	17,015	17,015
543.23-15	DENTAL INSURANCE	DENTAL INSURANCE PREMIUMS FOR EMPLOYEES	1,150	1,150
543.23-20	LIFE INSURANCE	LIFE INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	569	569
543.23-21	SHORT-TERM DISABILITY	SHORT-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	547	547
543.23-30	DEPENDENT HEALTH INSURANCE	SUBSIDIZED HEALTH INSURANCE PREMIUMS FOR EMPLOYEES' DEPENDENTS	19,812	19,812
543.23-35	DEPENDENT DENTAL INSURANCE	SUBSIDIZED DENTAL INSURANCE PREMIUMS FOR EMPLOYEES' DEPENDENTS	1,160	1,160
543.23-40	LONG TERM DISABILITY	LONG-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	362	362
543.24-10	WORKERS' COMPENSATION	WORKERS' COMPENSATION INSURANCE	5,805	5,805
543.32-10	AUDIT SERVICES	AUDIT SERVICES	2,940	2,940
543.34-10	CONTRACTUAL SERVICES	COMCAST @ PROPSHOP	1,150	1,150
543.40-10	TRAVEL & PER DIEM	FAC CONFERENCE	1,000	1,000
543.41-10	TELEPHONE	NEXTEL	853	1,990
		FAX LINE	1,137	
543.41-20	OTHER COMMUNICATION	NO AMOUNT BUDGETED	-	-
543.41-30	POSTAGE	POSTAGE	200	200
543.43-10	ELECTRIC, WATER, GAS	ELECTRIC	15,158	30,965
		WATER	15,807	
543.45-10	LIABILITY	AVIATION INSURANCE	5,471	16,834
		POLLUTION INSURANCE	570	
		GENERAL LIABILITY INSURANCE	10,793	
543.46-10	BUILDING	DOOR & WINDOW REPAIR	1,500	6,000
		PROP SHOP EXTERIOR STAIN	3,000	
		PROP SHOP FLOOR STAIN	1,500	
543.46-11	DOCKS	DOCK REPAIRS	15,000	15,000
543.46-16	FUELING SYSTEM	LICENSING	1,200	4,250
		ANNUAL FEES	300	
		ANNUAL LEAK DETECT TEST	500	
		ANNUAL INSPECTION	250	
		PART REPLACEMENT - HOSE, FILTERS	2,000	
543.46-17	INSURANCE RECOVERY	NO AMOUNT BUDGETED	-	-
543.46-25	MISCELLANEOUS	GENERAL REPAIRS (AC ,REFRIGERATORS/FREEZERS,RADIO)	2,500	2,500

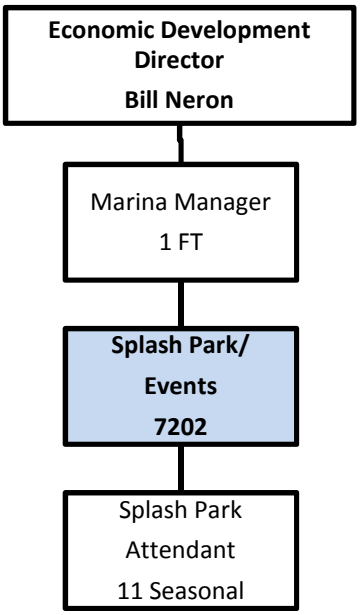
CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

SEAPLANE BASE & MARINA
DEPARTMENT/DIVISION ESTABLISHED IN FY2012

ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2014-2015
543.46-37	MARINE VESSEL	NO AMOUNT BUDGETED	-	-
543.46-45	EXTERMINATING	EXTERMINATING	250	250
543.47-10	PRINTING & BINDING	BUSINESS CARDS ETC	200	200
543.49-03	CASH OVER/SHORT	NO AMOUNT BUDGETED	-	-
543.49-10	ADVERTISING	SEAPLANE PILOTS ASSOCIATION:		10,000
		WATERFLYING MAGAZINE - 6 ISSUES	1,788	
		FLIGHT DIRECTORY LISTING	544	
		SUN N FUN EVENT SIGN W/ SPA VOLUNTEER GRP	300	
		AVIATION DIGEST MAGAZINE	579	
		OSHKOSH FLY-IN	800	
		FLORIDA AIRPORTS COUNCIL	310	
		CLEAR CHANNEL COMMUNICATIONS	3,300	
		TAVARES CHAMER OF COMMERCE	600	
		SPLASH PARK	153	
		NEW ADVERTISING	1,626	
543.49-30	BANK/WIRE/ADMN EXPENSE	NO AMOUNT BUDGETED	-	-
543.49-32	CREDIT CARD PROCESSING	CREDIT CARD PROCESSING	4,940	4,940
543.51-10	OFFICE SUPPLIES	OFFICE SUPPLIES	1,000	1,000
543.52-10	OPERATING SUPPLIES	GENERAL OPERATING SUPPLIES (TOOLS, ZIPTIES,ETC)	3,000	3,000
543.52-11	DURABLE GOODS	SIDEWALK CLEANER	550	550
543.52-15	FUEL COSTS	FUEL COSTS	1,979	1,979
543.52-16	INVENTORY PURCHASES	INVENTORY PURCHASES	20,000	20,000
543.52-22	COST OF GOODS SOLD	NO AMOUNT BUDGETED	-	-
543.52-25	UNIFORMS	RAIN SUITS	750	3,075
		SHIRTS	825	
		NEW UNIFORM POLICY (SHOES,SHORTS,PANTS)	1,500	
543.52-31	RECREATNL FUEL INVENTORY	RECREATIONAL FUEL INVENTORY	80,000	80,000
543.52-32	AVIATION FUEL INVENTORY	AVIATION FUEL INVENTORY	75,000	75,000
543.54-10	BKS, PUB, SUB, MEM, LIB	FAC	330	500
		SPA	170	
543.59-13	BAD DEBT	NO AMOUNT BUDGETED	-	-
543.59-20	REIMBURSEMENT TO G/F	NO AMOUNT BUDGETED	-	-
549.46-17	INSURANCE RECOVERY	NO AMOUNT BUDGETED	-	-
543.64-10	EQUIP - REPLACEMENT	PRESSURE WASHER	1,000	1,000
543.64-15	EQUIP - NEW	NO AMOUNT BUDGETED	-	-
543.71-15	CAP LEASE 2002,2006, 2012	NO AMOUNT BUDGETED	-	-
543.72-15	CAP LEASE 2002,2006, 2012	NO AMOUNT BUDGETED	-	-

Splash Park

Department 72



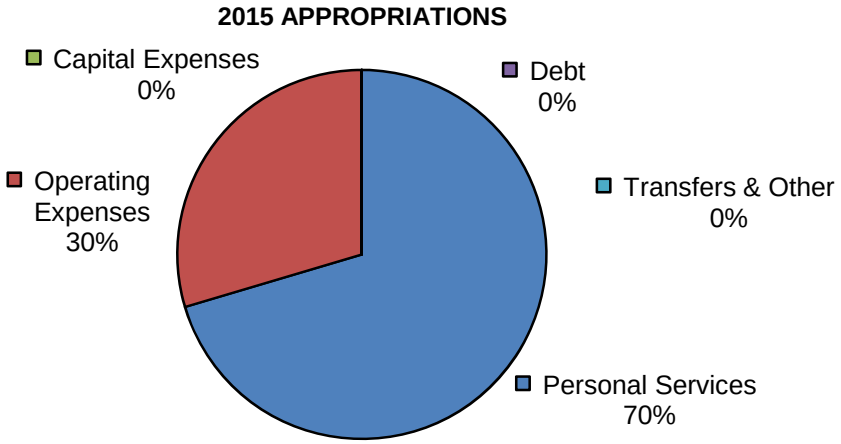
Position Summary

Authorized Positions	Pos. #	2012-2013	2013-2014	2014-2015
Seasonal:				
Splash Park Attendant [1]	72004	7	9	11
No. of Seasonal:		7	9	11
Total No. of Positions:		**7**	**9**	**11**
Total FTEs:		**0**	**0**	**0**

1. Increased positions are budgeted for Splash Park Attendants, but total hours combined is slightly increased.
More positions were needed for staffing requirements.

Budget Summary

Division Summary	Audited Actuals 2012-2013	Revised Budget 2013-2014	Adopted Budget 2014-2015	% Change Over FY 13-14
Splash Park-7301				
Personal Services	34,503	39,202	47,944	22.30%
Operating Expenses	21,275	28,366	20,146	-28.98%
Capital Expenses	48,768	-	-	0.00%
Debt	-	-	-	0.00%
Transfers and Others	-	-	-	0.00%
Total Splash Park	104,546	67,568	68,090	0.77%
Grand Total Splash Park	**$ 104,546**	**$ 67,568**	**$ 68,090**	**0.77%**
Category Summary				
Personal Services	34,503	39,202	47,944	22.30%
Operating Expenses	21,275	28,366	20,146	-28.98%
Capital Expenses	48,768	-	-	0.00%
Debt	-	-	-	0.00%
Transfers & Other	-	-	-	0.00%
Grand Total Splash Park	**$ 104,546**	**$ 67,568**	**$ 68,090**	**0.77%**
Percentage of Fund Budget	*15.72%*	*9.50%*	*9.48%*	-0.25%



FUND	405	CITY OF TAVARES
DEPT	73	ADOPTED BUDGET
DIVISION	01	FISCAL YEAR 2014-2015

SPLASH PARK EXPENSES
DEPARTMENT/DIVISION ESTABLISHED FY 2012

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2012-2013	REVISED BUDGET 2013-2014	ADOPTED BUDGET 2014-2015	% CHANGE OVER FY 13-14
SALARIES AND BENEFITS					
572.12-10	REGULAR SALARIES	28,485	32,904	**39,831**	21.05%
572.13-10	OTHER SALARIES & WAGES	-	-	**-**	0.00%
572.14-10	OVERTIME	701	-	**-**	0.00%
572.21-10	FICA / MED TAXES	2,214	2,494	**3,029**	21.45%
572.22-10	RETIREMENT	-	-	**-**	0.00%
572.22-20	FL STATE RETIREMENT	377	626	**2,992**	377.96%
572.23-10	HEALTH INSURANCE	793	1,002	**532**	-46.91%
572.23-15	DENTAL INSURANCE	35	54	**61**	12.96%
572.23-20	LIFE INSURANCE	27	37	**26**	-29.73%
572.23-21	SHORT-TERM DISABILITY INS.	20	25	**25**	0.00%
572.23-30	DEPENDENT HEALTH INSURANCE	-	809	**-**	-100.00%
572.23-35	DEPENDENT DENTAL INSURANCE	3	59	**61**	3.39%
572.23-40	LONG TERM DISABILITY	12	22	**17**	-22.73%
572.24-10	WORKERS' COMPENSATION	1,011	1,170	**1,370**	17.09%
572.25-10	UNEMPLOYMENT COMPENSATION	825	-	**-**	0.00%
* SALARIES AND BENEFITS		34,503	39,202	**47,944**	22.30%
OPERATING EXPENDITURES					
572.31-10	CITY ATTORNEY	-	-	**-**	0.00%
572.31-15	ENGINEERING	-	-	**-**	0.00%
572.31-60	PERMIT & COMPLIANCE FEES	-	-	**-**	0.00%
572.32-10	AUDIT SERVICES	-	-	**-**	0.00%
572.34-10	CONTRACTUAL SERVICES	-	-	**-**	0.00%
572.40-10	TRAVEL & PER DIEM	-	-	**-**	0.00%
572.41-10	TELEPHONE	-	315	**-**	-100.00%
572.41-20	OTHER COMMUNICATION	-	-	**-**	0.00%
572.41-30	POSTAGE	-	-	**-**	0.00%
572.43-10	ELECTRIC, WATER, GAS	9,801	18,871	**11,222**	-40.53%
572.45-10	LIABILITY	1,389	1,530	**1,724**	12.68%
572.46-10	BUILDING	-	-	**-**	0.00%
572.46-11	DOCKS	-	-	**-**	0.00%
572.46-16	FUELING SYSTEM	-	-	**-**	0.00%
572.46-25	MISCELLANEOUS	8,150	5,000	**5,000**	0.00%
572.47-10	PRINTING & BINDING	-	-	**-**	0.00%
572.49-03	CASH OVER/SHORT	26	-	**-**	0.00%
572.49-10	ADVERTISING	-	-	**-**	0.00%
572.49-32	CREDIT CARD PROCESSING	-	-	**-**	0.00%
572.51-10	OFFICE SUPPLIES	-	-	**-**	0.00%
572.52-10	OPERATING SUPPLIES	1,296	2,000	**1,500**	-25.00%
572.52-15	FUEL COSTS	-	-	**-**	0.00%
572.52-25	UNIFORMS	613	650	**700**	7.69%
572.54-10	BKS, PUB, SUB, MEM, LIB	-	-	**-**	0.00%
572.59-10	DEPRECIATION EXPENSE	-	-	**-**	0.00%
572.59-13	BAD DEBT	-	-	**-**	0.00%
572.59-15	TRANSFER TO G/F	-	-	**-**	0.00%
572.59-20	REIMBURSEMENT TO G/F	-	-	**-**	0.00%
* OPERATING EXPENDITURES		21,275	28,366	**20,146**	-28.98%

FUND	**405**	**CITY OF TAVARES**
DEPT	**73**	**ADOPTED BUDGET**
DIVISION	**01**	**FISCAL YEAR 2014-2015**

SPLASH PARK EXPENSES
DEPARTMENT/DIVISION ESTABLISHED FY 2012

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2012-2013	REVISED BUDGET 2013-2014	ADOPTED BUDGET 2014-2015	% CHANGE OVER FY 13-14
CAPITAL EXPENDITURES					
572.64-10	EQUIP - REPLACEMENT	47,518	-	-	0.00%
572.64-14	EQUIP - NEW COMPUTERS	-	-	-	0.00%
572.64-15	EQUIP - NEW	1,250	-	-	0.00%
572.64-20	DURABLE GOODS	-	-	-	0.00%
572.64-25	FUTURE PROJECTS	-	-	-	0.00%
572.69-99	ASSET RECLASSIFICATION	-	-	-	0.00%
*	CAPITAL EXPENDITURES	48,768	-	-	0.00%
TRANSFERS AND OTHERS					
572.95-65		-	-	-	0.00%
*	TRANSFERS AND OTHERS	-	-	-	0.00%
TOTAL SPLASH PARK		**104,546**	**67,568**	**68,090**	**0.77%**

FUND 405
DEPT 73
DIVISION 01

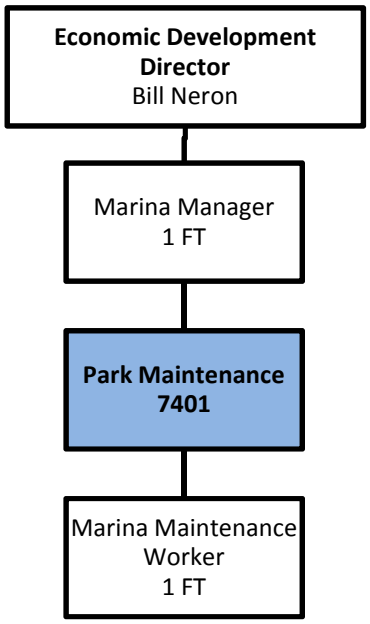
CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

SPLASH PARK EXPENDITURE JUSTIFICATION
DEPARTMENT/DIVISION ESTABLISHED FY 2012

ACCOUNT	DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2014-2015
572.12-10	REGULAR SALARIES	SALARIES FOR REGULAR EMPLOYEES	39,831	39,831
572.14-10	OVERTIME	NO AMOUNT BUDGETED	-	-
572.21-10	FICA / MED TAXES	SOCIAL SECURITY AND MEDICARE TAX BENEFIT	3,029	3,029
572.22-20	FL STATE RETIREMENT	FRS RETIREMENT CONTRIBUTIONS FOR REGULAR EMPLOYEES	2,992	2,992
572.23-10	HEALTH INSURANCE	HEALTH INSURANCE PREMIUMS FOR EMPLOYEES	532	532
572.23-15	DENTAL INSURANCE	DENTAL INSURANCE PREMIUMS FOR EMPLOYEES	61	61
572.23-20	LIFE INSURANCE	LIFE INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	26	26
572.23-21	SHORT-TERM DISABILITY	SHORT-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	25	25
572.23-30	DEPENDENT HEALTH INSURANCE	NO AMOUNT BUDGETED	-	-
572.23-35	DEPENDENT DENTAL INSURANCE	SUBSIDIZED DENTAL INSURANCE PREMIUMS FOR EMPLOYEES' DEPENDENTS	61	61
572.23-40	LONG TERM DISABILITY	LONG-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	17	17
572.24-10	WORKERS' COMPENSATION	WORKERS' COMPENSATION INSURANCE	1,370	1,370
572.25-10	UNEMPLOYMENT COMPENSATION	NO AMOUNT BUDGETED	-	-
572.41-10	TELEPHONE	NO AMOUNT BUDGETED	-	-
572.43-10	ELECTRIC, WATER, GAS	ELECTRIC	11,222	11,222
572.45-10	LIABILITY	LIABILITY INSURANCE	1,724	1,724
572.46-25	MISCELLANEOUS	PAINT PLANE	5,000	5,000
572.49-03	CASH OVER/SHORT	NO AMOUNT BUDGETED	-	-
572.52-10	OPERATING SUPPLIES	WRIST BANDS, PRINTER INK, MISC SUPPLIES	1,500	1,500
572.52-25	UNIFORMS	SHIRTS	700	700
572.64-10	EQUIP - REPLACEMENT	NO AMOUNT BUDGETED	-	-
572.64-15	EQUIP - NEW	NO AMOUNT BUDGETED	-	-

Park Maintenance

Department 74



Notes:

1. 10 % Marina Operations Supervisor's and Marina Maintenance Worker's salaries and benefits allocated to Splash Park

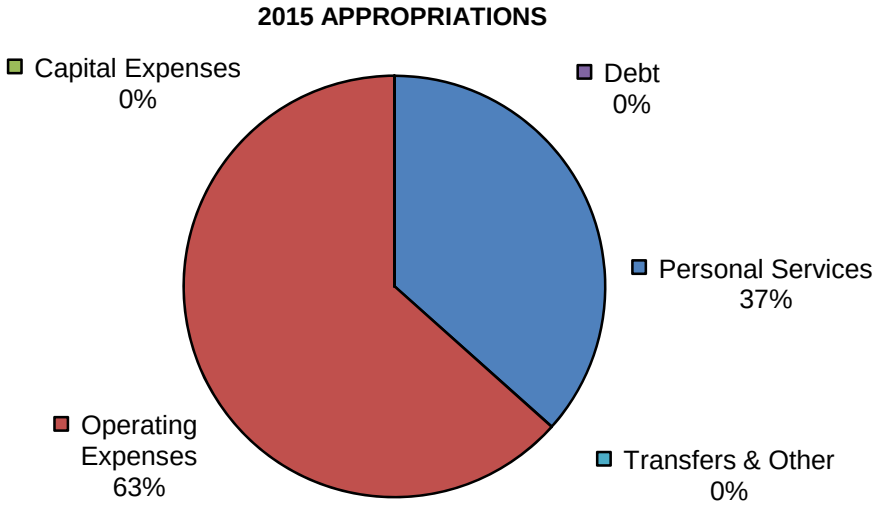
Position Summary

Authorized Positions	Pos. #	2012-2013	2013-2014	2014-2015
Full Time:				
Marina Maintenance Worker [1]	43003	1	1	1
No. of Full Time		1	1	1
Part Time:				
Marina Technician	43004	0	0	0
No. of Part Time:		0	0	0
Total No. of Positions:		**1**	**1**	**1**
Total FTEs:		**1**	**1**	**1**

1. Position is budgeted 90% from Division 7401 (Park Maint.) & 10% from Division 7301 (Spash Park)

Budget Summary

Division Summary	Audited Actuals 2012-2013	Revised Budget 2013-2014	Adopted Budget 2014-2015	% Change Over FY 13-14
Park Maintenance -7401				
Personal Services	38,834	70,210	50,023	-28.75%
Operating Expenses	58,740	91,327	86,682	-5.09%
Capital Expenses	-	-	-	0.00%
Debt	-	-	-	0.00%
Transfers and Others	-	-	-	0.00%
Total Splash Park	97,574	161,537	136,705	-15.37%
Grand Total Park Maintenance	**$ 97,574**	**$ 161,537**	**$ 136,705**	**-15.37%**
Category Summary				
Personal Services	38,834	70,210	50,023	-28.75%
Operating Expenses	58,740	91,327	86,682	-5.09%
Capital Expenses	0	0	0	0.00%
Debt	0	0	0	0.00%
Transfers & Other	0	0	0	0.00%
Grand Total Park Maintenance	**$ 97,574**	**$ 161,537**	**$ 136,705**	**-15.37%**
Percentage of Fund Budget	*14.67%*	*22.71%*	*19.02%*	-16.23%



FUND	**405**	**CITY OF TAVARES**
DEPT	**74**	**ADOPTED BUDGET**
DIVISION	**01**	**FISCAL YEAR 2014-2015**

WOOTON PARK GENERAL MAINTENANCE
DEPARTMENT/DIVISION ESTABLISHED FY 2012

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2012-2013	REVISED BUDGET 2013-2014	ADOPTED BUDGET 2014-2015	% CHANGE OVER FY 13-14
SALARIES AND BENEFITS					
572.12-10	REGULAR SALARIES	28,007	47,568	**36,077**	-24.16%
572.13-10	OTHER SALARIES & WAGES	-	-	**-**	0.00%
572.14-10	OVERTIME	519	256	**256**	0.00%
572.21-10	FICA / MED TAXES	2,102	3,585	**2,629**	-26.67%
572.22-10	RETIREMENT	-	-	**-**	0.00%
572.22-20	FL STATE RETIREMENT	1,648	3,393	**2,730**	-19.54%
572.23-10	HEALTH INSURANCE	2,975	5,249	**5,401**	2.90%
572.23-15	DENTAL INSURANCE	132	272	**303**	11.40%
572.23-20	LIFE INSURANCE	84	149	**111**	-25.50%
572.23-21	SHORT-TERM DISABILITY INS.	60	102	**107**	4.90%
572.23-30	DEPENDENT HEALTH INSURANCE	-	7,278	**1,043**	-85.67%
572.23-35	DEPENDENT DENTAL INSURANCE	-	528	**-**	-100.00%
572.23-40	LONG TERM DISABILITY	38	89	**71**	-20.22%
572.24-10	WORKERS' COMPENSATION	1,013	1,741	**1,295**	-25.62%
572.25-10	UNEMPLOYMENT COMPENSATION	2,256	-	**-**	0.00%
* SALARIES AND BENEFITS		38,834	70,210	**50,023**	-28.75%
OPERATING EXPENDITURES					
572.34-10	CONTRACTUAL SERVICES	38,870	52,813	**58,305**	10.40%
572.45-10	LIABILITY	1,389	1,530	**1,724**	12.68%
572.46-17	INSURANCE RECOVERY	1,060	-	**-**	0.00%
572.46-25	MISCELLANEOUS	2,333	15,000	**4,500**	-70.00%
572.46-71	FACILITIES	-	1,000	**4,000**	300.00%
572.52-10	OPERATING SUPPLIES	14,692	18,750	**15,153**	-19.18%
572.52-15	FUEL COSTS	-	1,834	**2,000**	9.05%
572.52-25	UNIFORMS	396	400	**1,000**	150.00%
* OPERATING EXPENDITURES		58,740	91,327	**86,682**	-5.09%
CAPITAL EXPENDITURES					
572.64-10	EQUIP - REPLACEMENT	-	-	**-**	0.00%
572.64-14	EQUIP - NEW COMPUTERS	-	-	**-**	0.00%
572.64-15	EQUIP - NEW	-	-	**-**	0.00%
* CAPITAL EXPENDITURES		-	-	**-**	0.00%
TOTAL SPLASH PARK		**97,574**	**161,537**	**136,705**	**-15.37%**

FUND 405
DEPT 74
DIVISION 01

CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

WOOTON PARK GENERAL MAINTENANCE
DEPARTMENT/DIVISION ESTABLISHED FY 2012

ACCOUNT	DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2014-2015
572.12-10	REGULAR SALARIES	SALARIES FOR REGULAR EMPLOYEES	36,077	36,077
572.14-10	OVERTIME	WAGES FOR HOURS WORKED IN EXCESS OF REGULAR TIME	256	256
572.21-10	FICA / MED TAXES	SOCIAL SECURITY AND MEDICARE TAX BENEFIT	2,629	2,629
572.22-20	FL STATE RETIREMENT	FRS RETIREMENT CONTRIBUTIONS FOR REGULAR EMPLOYEES	2,730	2,730
572.23-10	HEALTH INSURANCE	HEALTH INSURANCE PREMIUMS FOR EMPLOYEES	5,401	5,401
572.23-15	DENTAL INSURANCE	DENTAL INSURANCE PREMIUMS FOR EMPLOYEES	303	303
572.23-20	LIFE INSURANCE	LIFE INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	111	111
572.23-21	SHORT-TERM DISABILITY	SHORT-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	107	107
572.23-30	DEPENDENT HEALTH INSURANCE	SUBSIDIZED HEALTH INSURANCE PREMIUMS FOR EMPLOYEES' DEPENDENTS	1,043	1,043
572.23-35	DEPENDENT DENTAL INSURANCE	NO AMOUNT BUDGETED	-	-
572.23-40	LONG TERM DISABILITY	LONG-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	71	71
572.24-10	WORKERS' COMPENSATION	WORKERS' COMPENSATION INSURANCE	1,295	1,295
572.25-10	UNEMPLOYMENT COMPENSATION	NO AMOUNT BUDGETED	-	-
572.34-10	CONTRACTUAL SERVICES	VALLEY CREST MAINTENANCE	58,305	58,305
572.45-10	LIABILITY	GENERAL LIABILITY INSURANCE	1,724	1,724
572.46-17	INSURANCE RECOVERY	NO AMOUNT BUDGETED	-	-
572.46-25	MISCELLANEOUS	SECURITY CAMERAS	2,500	4,500
		GENERAL EQUIPMENT REPAIR	2,000	
572.46-71	FACILITIES	BATHROOM DOORS	4,000	4,000
572.52-10	OPERATING SUPPLIES	JANITORIAL SUPPLIES	15,153	15,153
572.52-11	DURABLE GOODS	NO AMOUNT BUDGETED	-	-
572.52-15	FUEL COSTS	FUEL FOR EQUIPMENT AND KABOTA	2,000	2,000
572.52-25	UNIFORMS	RAINSUIT AND SHIRTS	400	1,000
		NEW UNIFORM POLICY (SHOES,SHORTS,PANTS)	600	
572.64-15	EQUIP - NEW	NO AMOUNT BUDGETED	-	-

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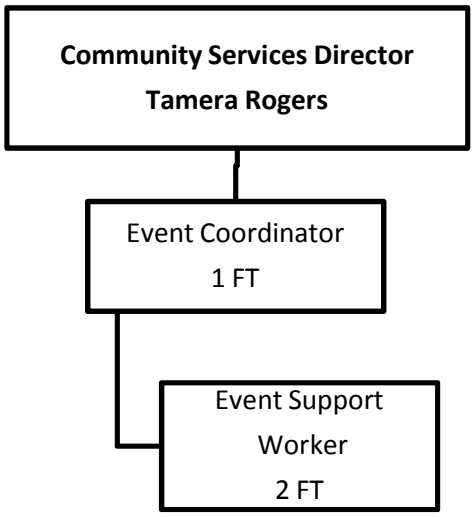
Pavilion Fund

Fund 406
Fund established FY 2013



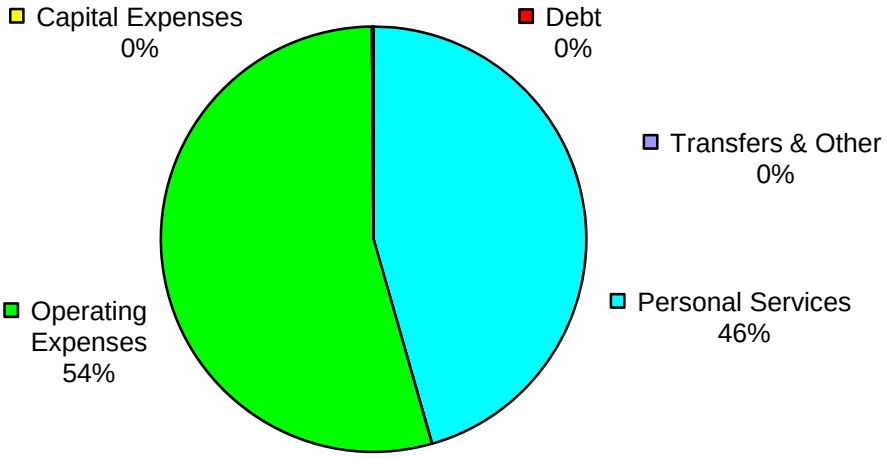
Position Summary

Authorized Positions	Pos. #	2012-2013	2013-2014	2014-2015
Full Time:				
Events Coordinator	75001	0	1	1
Event Support Worker	75002	0	0	2
Total No. of Positions:		0	1	3
Total FTEs:		0	1	3

Budget Summary

Department Summary	Audited Actuals 2012-2013	Revised Budget 2013-2014	Adopted Budget 2014-2015	% Change Over FY 13-14
Pavilion Fund				
Personal Services	-	103,184	**177,689**	72.21%
Operating Expenses	-	108,701	127,447	17.25%
Capital Expenses	-	5,125	5,125	0.00%
Debt	-	94,331	185,456	96.60%
Transfers & Other	-	-	-	0.00%
	-	311,341	495,717	59.22%
Grand Total Pavilion	$ -	$ 311,341	$ 495,717	59.22%
Category Summary				
Personal Services	-	103,184	177,689	72.21%
Operating Expenses	-	108,701	127,447	17.25%
Capital Expenses	-	5,125	5,125	0.00%
Debt	-	94,331	185,456	96.60%
Transfers & Other	-	-	-	0.00%
Grand Total Pavilion	**$ -**	**$ 311,341**	**$ 495,717**	**59.22%**

2015 APPROPRIATIONS



A parking lot improvement of $58,407 is included in the Roads Division (4102) which will benefit and address parking for the Pavilion.

2015 OPERATING BUDGET

PAVILION ON THE LAKE - 7501 PROGRAM HIGHLIGHTS

DEPARTMENT MISSION

It is the mission of the Pavilion on the Lake to provide excellence in customer service to all rental parties and their guests while maximizing revenue opportunities with a responsible entrepreneurial spirit to create self-sufficiency.

DEPARTMENT DESCRIPTION *(Services, Functions, and Activities)*

The Tavares Pavilion on the Lake will be a unique venue that will enhance the "niche and wow" experience that has been successfully created with the Tavares Seaplane Base & Marina in Wooton Park. In its first year of operation, the Pavilion Division will focus on marketing the facility to business conferences, small to medium size community events, weddings and corporate events. This division will be responsible for maintaining, programming and booking the facility to generate the income for the city. Key personnel plan to attend workshops, trade conventions, wedding planning seminars and other industry association meetings in order to market, promote and attract business for the facility.

The Pavilion Division is also responsible for the fiscal operation of the facility. The basis for financial planning has been to look forward with conservative estimates for revenue and expenses. Staff is committed to the steady growth of revenues through tight control of service, through system efficiencies and by growing our reservations base. The financial plan focus will be to attain solvency within a self-supporting financial environment while building adequate cash reserves for further stages of development.

SERVICE INDICATORS:

	Indicator Description	Actual 2012	Actual 2013	Est. 2014	Projected 2015
1.	Pavilion Events - Weddings, Rental, Meetings, etc.	N/A	N/A	6	120
2.	Number of Conferences or Trade Shows Attended	N/A	N/A	1	4
3.	Facility Set-ups Completed by Staff	N/A	N/A	8	150
4.	Number of Cultural and Specialty Events Hosted	N/A	N/A	1	3

2015 Goals

Organizational Development

To provide pertinent training opportunities for staff that will further increase their ability to provide services to City citizens

Growth and Development

An increase in quality events, increased activity in our downtown area, customer satisfaction, beautification of our grounds, parks and downtown landscaped areas.

City Lifestyle

Foster a progressive quality of life that promotes safety, community events, and recreational and sporting activities for citizens while maintaining City traditions and values

Citizen and Customer Service Focus

Create an environment that promotes citizen satisfaction, which enhances the provision of essential services and promotes the City's target of self-sufficiency

Innovation and Technology

Utilize technology initiatives to provide comprehensive scheduling of city recreational opportunities and sporting events

Organizational Performance

To foster a professional organizational culture where economies of scale, efficiency, effectiveness, and ethical standards are promoted as instruments of successful operations.

2015 OPERATING BUDGET

PAVILION ON THE LAKE - 7501 PROGRAM HIGHLIGHTS

2015 Objectives

1. Excellence in customer service to all.
2. Focus on financial prosperity and self-sufficiency.
3. Maintain all facilities and grounds in top condition
4. Actively market and promote the Pavilion through all media outlets.
5. Focus on seeking para-professional training opportunities for staff.
6. Focus on developing new and unique special events that serve to encourage economic development and help to complement the existing rental schedule.

2014 Accomplishments

Customer Focus, Innovation & Technology, and Organizational Performance

1. Successfully handled all Pavilion inquiries on rental space, price structure and estimated opening
2. Worked cooperatively with architect, engineer and construction team to finalize the construction.
3. Began taking reservations and processing deposits for specific rental dates.
4. Finalized construction budget and monitored spending processes.
5. Planned three-part grand opening celebration to include a ribbon cutting ceremony for the public, an elected officials preview night and a black tie gala for paid attendees.
6. Successfully solicited proposals and selected all preferred caterers.
7. Developed all operational procedures for the facility.
8. Created unique "niche & wow" packages with Seaplane operation and local hotels, with a trackable device.
9. Resourced unique tables & chairs to best maximize the budget and appeasing the larger quantity of people.
10. Shadowed similar municipal event centers (Lake Mary & Ocoee) to assist in developing best practices for the Pavilion.

CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

FUND **406**
DEPT **00**
DIVISION **00**

PAVILION FUND REVENUES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2012-2013	REVISED BUDGET 2013-2014	ESTIMATED REVENUE 2014-2015	% CHANGE OVER FY 13-14
CHARGES FOR SERVICES					
347.50-02	OTHER RENTALS-PAVILION	-	186,481	501,228	168.78%
347.50-06	CATERING CONTRACTS	-	19,000	40,098	111.04%
** TOAL CHARGES FOR SERVICES		-	205,481	**541,326**	163.44%
INTEREST & OTHER INCOME					
361.10-01	INTEREST INCOME	-	-	-	0.00%
369.10-01	MISCELLANEOUS INCOME	-	20,451	18,750	-8.32%
** TOTAL INTEREST & OTHER INCOME		-	20,451	**18,750**	-8.32%
OTHER SOURCES					
381.01-01	CONTRIBUTIONS FROM GEN FUND	-	35,247	-	-100.00%
389.90-01	RETAINED EARNING	-	50,162	(64,359)	-228.30%
* APPROPRIATED RESERVES		-	85,409	**(64,359)**	-175.35%
** TOTAL OTHER SOURCES		-	85,409	**(64,359)**	-175.35%
TOTAL PAVILION FUND REVENUES		**-**	**311,341**	**495,717**	**59.22%**

CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

FUND 406
DEPT 00
DIVISION 00

PAVILION FUND REVENUES

ACCOUNT	DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2014-2015
347.50-02	OTHER RENTALS/PAVILN	PAVILION RENTALS	501,228	501,228
347.50-06	CATERING CONTRACTS	INCOME FROM CATERING CONTRACTS	40,098	40,098
369.10-01	MISCELLANEOUS	BLACK TIE GALA REVENUE	18,750	18,750
381.01-01	TRANSFERS FROM GENERAL	NO AMOUNT BUDGETED	-	-
389.90-01	RETAINED EARNINGS	BALANCE FUND	(64,359)	(64,359)

CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

FUND 406
DEPT 75
DIVISION 01

PAVILION FUND EXPENDITURES
DEPARTMENT/DIVISION ESTABLISHED FY 2013

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2012-2013	REVISED BUDGET 2013-2014	ADOPTED BUDGET 2014-2015	% CHANGE OVER FY 13-14
SALARIES AND BENEFITS					
575.12-10	REGULAR SALARIES	-	59,515	**107,794**	81.12%
575.13-10	OTHER SALARIES & WAGES	-	-	**-**	0.00%
575.14-10	OVERTIME	-	6,966	**6,965**	-0.01%
575.21-10	FICA / MED TAXES	-	5,086	**8,624**	69.56%
575.22-20	FL STATE RETIREMENT	-	4,717	**8,622**	82.79%
575.23-10	HEALTH INSURANCE	-	8,796	**17,630**	100.43%
575.23-15	DENTAL INSURANCE	-	453	**908**	100.44%
575.23-20	LIFE INSURANCE	-	342	**443**	29.53%
575.23-21	SHORT-TERM DISABILITY INS.	-	232	**423**	82.33%
575.23-30	DEPENDENT HEALTH INSURANCE	-	13,549	**20,855**	53.92%
575.23-35	DEPENDENT DENTAL INSURANCE	-	978	**1,221**	24.85%
575.23-40	LONG TERM DISABILITY	-	203	**280**	37.93%
575.24-10	WORKERS' COMPENSATION	-	2,347	**3,924**	67.19%
575.25-10	UNEMPLOYMENT COMPENSATION	-	-	**-**	0.00%
* SALARIES AND BENEFITS		-	103,184	**177,689**	72.21%
OPERATING EXPENDITURES					
575.32-10	AUDITING SERVICES	-	-	**2,100**	100.00%
575.34-10	CONTRACTUAL SERVICES	-	12,500	**25,000**	100.00%
575.40-10	TRAVEL & PER DIEM	-	1,300	**1,850**	42.31%
575.41-10	TELEPHONE	-	2,088	**4,280**	104.98%
575.41-20	OTHER COMMUNICATION	-	-	**-**	0.00%
575.41-25	COMMUNICATIONS-WEBSITE	-	-	**-**	0.00%
575.41-30	POSTAGE	-	1,000	**3,000**	200.00%
575.43-10	ELECTRIC, WATER, GAS	-	20,000	**27,341**	36.71%
575.43-30	WASTE MANAGEMENT	-	-	**-**	0.00%
575.44-10	RENTALS & LEASES	-	5,000	**5,000**	0.00%
575.45-10	LIABILITY	-	1,530	**1,743**	13.92%
575.46-10	BUILDING	-	500	**500**	0.00%
575.46-15	EQUIPMENT	-	1,000	**1,000**	0.00%
575.46-25	MISCELLANEOUS	-	-	**-**	0.00%
575.46-45	EXTERMINATING	-	1,850	**1,850**	0.00%
575.47-10	PRINTING & BINDING	-	2,000	**5,000**	150.00%
575.48-60	PROMOTIONAL ACTIVITIES	-	37,500	**5,000**	-86.67%
575.49-10	ADVERTISING	-	15,000	**30,000**	100.00%
575.51-10	OFFICE SUPPLIES	-	200	**600**	200.00%
575.52-10	OPERATING SUPPLIES	-	5,000	**10,000**	100.00%
575.52-11	DURABLE GOODS	-	300	**300**	0.00%
575.52-15	FUEL COSTS	-	1,215	**1,370**	12.76%
575.52-25	UNIFORMS	-	513	**513**	0.00%
575.54-10	BKS, PUB, SUB, MEM, LIB	-	205	**1,000**	387.80%
575.59-10	DEPRECIATION EXPENSE	-	-	**-**	0.00%
575.59-20	REIMBURSEMENT TO G/F	-	-	**-**	0.00%
* OPERATING EXPENSES		-	108,701	**127,447**	17.25%
CAPITAL EXPENDITURES					
575.64-15	EQUIP - NEW	-	5,125	**5,125**	0.00%
572.64-25		-	-	**-**	0.00%
* CAPITAL EXPENDITURES		-	5,125	**5,125**	0.00%

CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

DEBT SERVICE				
575.71-05 OTHER	-	-	**113,000**	100.00%
575.72-05 OTHER	-	94,331	**72,456**	-23.19%
* DEBT SERVICE	-	**94,331**	**185,456**	96.60%
TOTAL	**-**	**311,341**	**495,717**	**59.22%**

FUND 406
DEPT 75
DIVISION 01

PAVILION FUND
DEPARTMENT/DIVISION ESTABLISHED FY 2013

ACCOUNT	DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2014-2015
575.12-10	REGULAR SALARIES	SALARIES FOR REGULAR EMPLOYEES	107,794	107,794
575.14-10	OVERTIME	WAGES FOR HOURS WORKED IN EXCESS OF REGULAR TIME	6,965	6,965
575.21-10	FICA / MED TAXES	SOCIAL SECURITY AND MEDICARE TAX BENEFIT	8,624	8,624
575.22-20	FL STATE RETIREMENT	FRS RETIREMENT CONTRIBUTIONS FOR REGULAR EMPLOYEES	8,622	8,622
575.23-10	HEALTH INSURANCE	HEALTH INSURANCE PREMIUMS FOR EMPLOYEES	17,630	17,630
575.23-15	DENTAL INSURANCE	DENTAL INSURANCE PREMIUMS FOR EMPLOYEES	908	908
575.23-20	LIFE INSURANCE	LIFE INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	443	443
575.23-21	SHORT-TERM DISABILITY	SHORT-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	423	423
575.23-30	DEPENDENT HEALTH INSURANC	SUBSIDIZED HEALTH INSURANCE PREMIUMS FOR EMPLOYEES' DEPENDENTS	20,855	20,855
575.23-35	DEPENDENT DENTAL INSURANC	SUBSIDIZED DENTAL INSURANCE PREMIUMS FOR EMPLOYEES' DEPENDENTS	1,221	1,221
575.23-40	LONG TERM DISABILITY	LONG-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	280	280
575.24-10	WORKERS' COMPENSATION	WORKERS' COMPENSATION INSURANCE	3,924	3,924
575.32-10	AUDITING SERVICES	AUDIT SERVICES	2,100	2,100
575.34-10	CONTRACTUAL SERVICES	MEETING MATRIX ANNUAL SUBSCRIPTION	1,650	25,000
		OTHER CONTRACT SERVICES: LICENSING SOFTWARE FEES, PIANO TUNING, LANDSCAPE MAINTENANCE, MULTI-VISTA MONITORING	23,350	
575.40-10	TRAVEL & PER DIEM	BRIDAL SHOW EXHIBITIONS	1,000	1,850
		TRAINING, EMPLOYEE DEVELOPMENT	850	
575.41-10	TELEPHONE	NEXTEL	2,559	4,280
		FAX LINE	1,721	
575.41-30	POSTAGE	MAILINGS TO BE SENT	3,000	3,000
575.43-10	ELECTRIC, WATER, GAS	ELECTRIC	10,564	27,341
		WATER	16,777	
575.44-10	RENTALS & LEASES	RENTALS & LEASES, PLANT RENTAL	5,000	5,000
575.45-10	LIABILITY	GENERAL LIABILITY INSURANCE	1,743	1,743
575.46-10	BUILDING	BUILDING REPAIR & MAINTENANCE	500	500
575.46-15	EQUIPMENT	EQUIPMENT REPAIR & MAINTENANCE	1,000	1,000
575.46-45	EXTERMINATING	TERMITE & PEST CONTROL	1,850	1,850
575.47-10	PRINTING & BINDING	RACK CARD PROMOTIONAL PIECE	3,500	5,000
		STATIONERY	500	
		PRODUCTION	1,000	
575.48-60	SPONSORED EVENTS	HOSTED FUNCTION- BRIDAL SHOW OR PLANNER FAIR	5,000	5,000
575.49-10	ADVERTISING	OUTSOURCED AGENCY TO HANDLE MEDIA BUY, SEO'S RECOMMENDATION, ETC.	30,000	30,000

CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

FUND 406
DEPT 75
DIVISION 01

PAVILION FUND
DEPARTMENT/DIVISION ESTABLISHED FY 2013

ACCOUNT	DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2014-2015
575.51-10	OFFICE SUPPLIES	OFFICE SUPPLIES	600	600
575.52-10	OPERATING SUPPLIES	MISC OPERATING SUPPLIES-		10,000
		CLEANING SUPPLIES, BATHROOM SUPPLIES, HOSTING SUPPLIES FOR SEMINARS/CONFERENCES (BOTTLED WATER, CANDY, PAPER NAPKINS, ETC.)	10,000	
575.52-11	DURABLE GOODS	DURABLE GOODS	300	300
575.52-15	FUEL COSTS	FUEL COSTS	1,370	1,370
575.52-25	UNIFORMS	UNIFORMS	513	513
575.54-10	BKS, PUB, SUB, MEM, LIB	MISC MEMBERSHIPS- MPI,ETC.	1,000	1,000
575.59-10	DEPRECIATION EXPENSE	DEPRECIATION EXPENSE	-	-
575.64-15	EQUIP - NEW	EQUIPMENT (CONTINGENCY FOR START-UP)	5,125	5,125
575.71-05	OTHER	PAVILION		113,000
		PRINCIPAL - 2-1-15	113,000	
575.72-05	OTHER	PAVILION		72,456
		INTEREST -2-1-15	36,988	
		INTEREST - 8-1-15	35,468	

WATER/WASTEWATER IMPACTS

FUND 441

Budget Summary

	Audited Actuals 2012-2013	Revised Budget 2013-2014	Adopted Budget 2014-2015	% Change Over FY 13-14
Water-33				
Operating Expenses	100,000	100,000	**100,000**	0.00%
Capital Expenses	-	-	**381,500**	100.00%
Debt	-	-	**-**	0.00%
Total Water	100,000	100,000	**481,500**	381.50%
Wastewater-35				
Operating Expenses	100,000	100,000	**100,000**	0.00%
Capital Expenses	24,058	1,459,103	**818,500**	-43.90%
Debt	-	-	**-**	0.00%
Total Wastewater	124,058	1,559,103	**918,500**	-41.09%
Grand Total W/WW Impacts	**$ 224,058**	**$ 1,659,103**	**$ 1,400,000**	**-15.62%**
Category Summary				
Operating Expenses	200,000	200,000	**200,000**	0.00%
Capital Expenses	24,058	1,459,103	**1,200,000**	-17.76%
Debt	-	-	**-**	0.00%
Grand Total W/WW Impacts	**$ 224,058**	**$ 1,659,103**	**$ 1,400,000**	**-15.62%**

FUND	441	CITY OF TAVARES
DEPT	00	ADOPTED BUDGET
DIVISION	00	FISCAL YEAR 2014-2015

WATER/WASTEWATER IMPACT FEE REVENUES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2012-2013	REVISED BUDGET 2013-2014	ESTIMATED REVENUE 2014-2015	% CHANGE OVER FY 13-14
INTEREST & OTHER INCOME					
361.10-01	INTEREST INCOME	6	-	-	0.00%
361.10-02	SBA INTEREST	3,831	-	2,979	100.00%
361.10-08	INVESTMENT	-	-	-	0.00%
* INTEREST INCOME		3,837	-	**2,979**	100.00%
363.29-01	WATER IMPACT FEES	307,494	-	500,000	100.00%
363.29-02	SEWER IMPACT FEES	520,486	-	600,000	100.00%
363.29-91	PIONEER CREDITS	-	-	-	0.00%
363.29-92	CRA CREDITS-WATER	(291,066)	-	-	0.00%
363.29-93	CRA CREDITS-SEWER	(474,477)	500,000	-	-100.00%
367.02-00	UNREALIZED GAIN ON INVEST.	(352)	-	-	0.00%
369.10-01	MISCELLANEOUS	-	-	-	0.00%
* IMPACT FEE INCOME		62,085	500,000	**1,100,000**	120.00%
** TOTAL INTEREST & OTHER INCOME		65,922	500,000	**1,102,979**	120.60%
OTHER SOURCES					
389.90-00	APPROPRIATED RESERVES	-	-	**-**	0.00%
389.90-01	RETAINED EARNINGS	-	1,203,709	**297,021**	-75.32%
* APPROPRIATED RESERVES		-	1,203,709	**297,021**	-75.32%
** TOTAL OTHER SOURCES		-	1,203,709	**297,021**	-75.32%
TOTAL WATER/WASTEWATER IMPACTS		**65,922**	**1,703,709**	**1,400,000**	**-17.83%**

FUND	**441**	**CITY OF TAVARES**
DEPT	**00**	**ADOPTED BUDGET**
DIVISION	**00**	**FISCAL YEAR 2014-2015**

WATER/WASTEWATER IMPACT FEE REVENUES

ACCOUNT	DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2014-2015
361.10-01	INTEREST INCOME	NO AMOUNT BUDGETED	-	-
361.10-02	SBA INTEREST	INTEREST INCOME	2,979	2,979
363.29-01	WATER IMPACT FEES	EXTIMATED WATER IMPACT FEES	500,000	500,000
363.29-02	SEWER IMPACT FEES	ESTIMATED SEWER IMPACT FEES	600,000	600,000
363.29-92	CRA CREDITS-WATER	NO AMOUNT BUDGETED	-	-
363.29-93	CRA CREDITS-SEWER	NO AMOUNT BUDGETED	-	-
367.02-00	UNREALIZED GAIN ON INVEST	NO AMOUNT BUDGETED	-	-
389.90-01	RETAINED EARNINGS	BALANCE FUND	297,021	297,021

FUND	**441**	**CITY OF TAVARES**
DEPT	**See Below**	**ADOPTED BUDGET**
DIVISION	**See Below**	**FISCAL YEAR 2014-2015**

WATER/WASTEWATER IMPACT FEE EXPENSES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2012-2013	REVISED BUDGET 2013-2014	ADOPTED BUDGET 2014-2015	% CHANGE OVER FY 13-14
3301-WATER TREATMENT					
OPERATING EXPENDITURES					
533.59-70	TRANSFER TO SRF LOAN DEBT	100,000	100,000	**100,000**	0.00%
*	OPERATING EXPENDITURES	100,000	100,000	**100,000**	0.00%
CAPITAL EXPENDITURES					
533.64-25	FUTURE PROJECTS	-	**-**	**381,500**	100.00%
533.65-35	WATER PLANT IMPROVEMENTS	-	-	**-**	0.00%
533.69-98	ASSET RECLASS-CIP	-	-	**-**	0.00%
533.69-99	ASSET RECLASSIFICATION	-	-	**-**	0.00%
*	CAPITAL EXPENDITURES	-	-	**381,500**	100.00%
TOTAL	**3301-WATER TREATMENT**	100,000	100,000	**481,500**	**381.50%**
3302-WATER DISTRIBUTION					
CAPITAL EXPENDITURES					
533.64-25	FUTURE PROJECTS	68,917	44,606	-	-100.00%
*	CAPITAL EXPENDITURES				
TOTAL	**3302-WATER DISTRIBUTION**	68,917	44,606	-	-100.00%
3501-WASTEWATER TREATMENT					
OPERATING EXPENDITURES					
535.59-70	TRANSFER TO SRF LOAN DEBT	100,000	100,000	**100,000**	0.00%
*	OPERATING EXPENDITURES	100,000	100,000	**100,000**	0.00%
CAPITAL EXPENDITURES					
535.64-15	EQUIP - NEW	-	-	**-**	0.00%
535.64-25	FUTURE PROJECTS	-	1,403,843	**818,500**	-41.70%
535.69-98	ASSET RECLASS-CIP	-	-	**-**	0.00%
535.69-99	ASSET RECLASSIFICATION	-	-	**-**	0.00%
*	CAPITAL EXPENDITURES	-	1,403,843	**818,500**	-41.70%
TOTAL	**3501-WASTEWATER TREATMENT**	100,000	1,548,449	**918,500**	**-40.68%**
3504-WASTEWATER COLLECTION					
CAPITAL EXPENDITURES					
535.64-25	FUTURE PROJECTS	**24,058**	**55,260**	**-**	-100.00%
535.65-47	CAPITAL LINE EXPANSION	-	-	**-**	0.00%
535.69-98	ASSET RECLASS-CIP	-	-	**-**	0.00%
*	CAPITAL EXPENDITURES	24,058	55,260	-	-100.00%
TOTAL	**3504-WASTEWATER COLLECTION**	**24,058**	**55,260**	**-**	**-100.00%**
TOTAL WATER/WASTEWATER IMPACTS		**292,975**	**1,603,709**	**1,400,000**	**-12.70%**

CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

WATER/WASTEWATER IMPACT FEE EXPENSE JUSTIFICATION

ACCOUNT DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2014-2015
3301-WATER TREATMENT			
533.59-70 TRANSFER TO SRF LOAN DEBT	TRANSFER TO SRF LOAN DEBT 78905P	100,000	100,000
533.64-25 FUTURE PROJECTS	DESIGN OF DAVID WALKER 16" WATER MAIN EXTENSION: DAVID WALKER DR, EAST ON OLD 441 TO BAY RD, CITY LIMITS	115,000	131,500
	DESIGN OF 12" WATER MAIN FROM DAVID WALKER RD TO MERRY RD TO PROVIDE FIRE SUPPLY TO SHANTINIKITAN, FINAL PHASE - CONSTRUCTION COSTS	16,500	
3302-WATER DISTRIBUTION			
533.64-25 FUTURE PROJECTS	DAVID WALKER 10" WATER MAIN EXTENSION	250,000	250,000
3501-WASTEWATER TREATMENT			
535.59-70 TRANSFER TO SRF LOAN DEBT	TRANSFER TO SRF LOAN DEBT 78905P	100,000	100,000
535.64-25 FUTURE PROJECTS	ISBA STUDY: EXTENSION OF WATER & SEWER LINES THROUGHOUT THE CITY AND NEIGHBORING PROPERTIES.	100,000	818,500
	DESIGN OF DAVID WALKER 16" WATER MAIN EXTENSION: DAVID WALKER DR, EAST ON OLD 441 TO BAY RD, CITY LIMITS	115,000	
	CONSTRUCTION COST: UPGRADE LS49: INCLUDES UPGRADE TO MT. HOMER RD FORCE MAIN TO CAROLINE PLANT	137,500	
	EQUALIZATION TANK: DESIGN COST (ROLLOVER)	431,500	
	AERATORS: DESIGN COST (ROLLOVER)	34,500	
3504-WASTEWATER COLLECTION			
535.64-25 FUTURE PROJECTS	NO AMOUNT BUDGETED	-	-

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WATER/WASTEWATER RENEWAL/ REPLACEMENT/ INVESTMENT FUND

FUND 443

Budget Summary

	Audited Actuals 2012-2013	Revised Budget 2013-2014	Adopted Budget 2014-2015	% Change Over FY 13-14
Water-33				
Capital Expenses	31,939	40,122	**279,000**	595.38%
Total Water	31,939	40,122	**279,000**	595.38%
Wastewater-35				
Operating Expenses	-	-	57,200	
Capital Expenses	24,700	88,878	**454,200**	411.04%
Total Wastewater	24,700	88,878	**454,200**	411.04%
Grand Total W/WW RR&I	**$ 56,639**	**$ 129,000**	**$ 733,200**	**468.37%**
Category Summary				
Operating Expenses	-	-	57,200	100.00%
Capital Expenses	56,639	129,000	**733,200**	468.37%
Grand Total W/WW Impacts	**$ 56,639**	**$ 129,000**	**$ 733,200**	**468.37%**

FUND	**443**	**CITY OF TAVARES**
DEPT	**00**	**ADOPTED BUDGET**
DIVISION	**00**	**FISCAL YEAR 2014-2015**

WATER/WASTEWATER RRI FUND REVENUES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2012-2013	REVISED BUDGET 2013-2014	ESTIMATED REVENUE 2014-2015	% CHANGE OVER FY 13-14
INTEREST & OTHER INCOME					
361.10-01	INTEREST INCOME	14	-	**-**	0.00%
361.10-02	SBA INTEREST	-	-	**-**	0.00%
*	INTEREST INCOME	14	-	**-**	0.00%
**	TOTAL INTEREST & OTHER INCOME	14	-	**-**	0.00%
OTHER SOURCES					
381.04-01	TRANSFERS FROM WATER/WW	300,000	300,000	**300,000**	0.00%
*	TRANSFERS IN	300,000	300,000	**300,000**	0.00%
389.90-00	APPROPRIATED RESERVES	-	(171,000)	**433,200**	N/A
*	APPROPRIATED RESERVES	-	(171,000)	**433,200**	N/A
**	TOTAL OTHER SOURCES	300,000	129,000	**733,200**	468.37%
TOTAL WATER/WW RRI FUND		**300,014**	**129,000**	**733,200**	**468.37%**

FUND 443
DEPT 00
DIVISION 00

CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

WATER/WASTEWATER RRI FUND REVENUE JUSTIFICATION

ACCOUNT	DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2014-2015
361.10-01	INTEREST INCOME	NO AMOUNT BUDGETED	-	-
381.04-01	TRANSFERS FROM WATER /SEWR	TRANSFER FROM WATER	150,000	300,000
		TRANSFER FROM WASTEWATER	150,000	
389.90-00	APPROPRIATED RESERVES	APPROPRIATE RRI RESERVES FOR MAJOR REHAB PROJECTS	433,200	433,200

FUND	**443**	**CITY OF TAVARES**
DEPT	**See Below**	**ADOPTED BUDGET**
DIVISION	**See Below**	**FISCAL YEAR 2014-2015**

WATER/WASTEWATER RRI FUND EXPENSES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2012-2013	REVISED BUDGET 2013-2014	ADOPTED BUDGET 2014-2015	% CHANGE OVER FY 13-14
3301-WATER TREATMENT					
CAPITAL EXPENDITURES					
533.64-10	EQUIP - REPLACEMENT	-	-	**30,000**	
533.64-25	FUTURE PROJECTS	31,939	40,122	**-**	-100.00%
533.69-98	ASSET RECLASSIFICATION	-	-	**-**	0.00%
* CAPITAL EXPENDITURES		31,939	40,122	**30,000**	-25.23%
TOTAL	**3301-WATER TREATMENT**	**31,939**	**40,122**	**30,000**	**-25.23%**
3302-WATER DISTRIBUTION					
CAPITAL EXPENDITURES					
533.64-25	FUTURE PROJECTS	-	-	**249,000**	100.00%
* CAPITAL EXPENDITURES		**-**	**-**	**249,000**	**100.00%**
TOTAL	**3302-WATER DISTRIBUTION**	**-**	**-**	**249,000**	100.00%
3501-WASTEWATER TREATMENT					
CAPITAL EXPENDITURES					
535.64-10	EQUIP - REPLACEMENT	-	-	**57,200**	
535.64-15	EQUIP - NW	-	-	**75,000**	100.00%
535.64-25	FUTURE PROJECTS	24,700	88,878	**185,000**	108.15%
* CAPITAL EXPENDITURES		24,700	88,878	**317,200**	256.89%
TOTAL	**3501-WASTEWATER TREATMENT**	**24,700**	**88,878**	**317,200**	**256.89%**
3504-WASTEWATER COLLECTION					
CAPITAL EXPENDITURES					
535.64-10	EQUIP - REPLACEMENT	-	-	**20,000**	100.00%
535.64-15	EQUIP - NW	-	-	**40,000**	100.00%
535.64-25	FUTURE PROJECTS	-	-	**57,000**	100.00%
535.69-98	ASSET RECLASSIFICATION	-	-	**20,000**	100.00%
* CAPITAL EXPENDITURES		-	-	**137,000**	100.00%
TOTAL	**3504-WASTEWATER COLLECTION**	**-**	**-**	**137,000**	**100.00%**
TOTAL W/WW RRI FUND EXPENSES		**56,639**	**129,000**	**733,200**	**468.37%**

FUND 443
DEPT See Below
DIVISION See Below

CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

WATER/WASTEWATER RRI EXPENSE JUSTIFICATION

ACCOUNT DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2014-2015
3301-WATER TREATMENT			
533.64-10 EQUIP - REPLACEMENT	PLANTS EMERGENCY REPLACEMENT PUMPS -REPLACEMENT OF PLANT MOTORS FOR PLANT # 1,2,3 & 4	15,000	30,000
	PLANT EMERGENCY REPLACEMENT MOTERS - EMERGENCY REPLACEMENT OF PLANT MOTORS FOR PLANT # 1,2,3 & 4	15,000	
533.64-25 FUTURE PROJECTS	NO AMOUNT BUDGETED	-	-
3302-WATER DISTRIBUTION			
533.64-25 FUTURE PROJECTS	12" WATER MAIN LINE - 1,700 LF MAIN ST. & DISSTON AVE.- LAKE DORA DR. & DORA AVE. (ROLL OVER FROM FISCAL BUDGET YR. 13 - 14)	104,000	249,000
	ENGINEERING DESIGN & CONSTRUCTION - 12" WATER MAIN EXRENSION DORA AVE, ALFRED TO DORA & CAROLINE ST. (INCLUDES UTILITY LOCATES, PERMITTING, BIDDING AND CONSTRUCTION ADMINISTRATION)	125,000	
	ENGINEERING DESIGN - 8" WATER MAIN LINE. DORA AVE & NORTH AVE TO NORTH AVE & SHERMAN & PINE AVE THIS INCLUDES UTILITY LOCATES, PERMITTING, BIDDING AND CONSTRUCTION ADMINISTRATION (THIS WILL ELIMINATE EXISTING 6" & 2" BETWEEN DORA AVE & PINE AVE)	20,000	
3501-WASTEWATER TREATMENT			
535.64-10 EQUIP - REPLACEMENT	REPLACEMENT OF MOTORS, PUMPS, ETC AT WWTP & CAROLINE PLANT	36,000	57,200
	BREAKERS & DRIVERS	20,000	
	REPLACE WORN DIGESTER AIR DIFFUSERS	1,200	
535.64-15 EQUIP - NEW	WWTP GENERATOR	75,000	75,000
535.64-25 FUTURE PROJECTS	DIGESTER BLOWER REPLACEMENT - YEAR 3 OF 5 YR PROGRAM	45,000	185,000
	DIRECTIONAL BORE UNDER SR19 STUDY: INSTALL NEW SERVICE LINE FOR CHURCH AT LAKE PARK CUTOFF AND SR19	100,000	
	MIXERS FOR TRAIN 2	40,000	
3504-WASTEWATER COLLECTION			
535.64-10 EQUIP - REPLACEMENT	REPLACEMENT PUMPS FOR LIFTSTATIONS	20,000	20,000
535.64-15 EQUIP - NEW	PUMPS FOR LIFTSTATION UPGRADES	40,000	40,000
535.64-25 FUTURE PROJECTS	REHAB LS 33: FLOW METER, RAILS, PUMPS, VALVES, TURN KEY	57,000	57,000
535.69-98 ASSET RECLASS-CIP	BANNING BEACH FORCE MAIN: RELOCATE 4" FORCE MAIN THAT IS LOCATED DIRECTLY ADJACENT TO HOMES. MUST BE MOVED TO RIGHT-OF-WAY.	20,000	20,000

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SRF LOAN CONSTRUCTION

FUND 444

Budget Summary

	Audited Actuals 2012-2013	Revised Budget 2013-2014	Adopted Budget 2014-2015	% Change Over FY 13-14
Wastewater-35				
Operating Expenses	-	-	-	0.00%
Capital Expenses	2,203,283	691,828	-	-100.00%
Debt	-	-	-	0.00%
Grand Total SRF Loan	**$ 2,203,283**	**$ 691,828**	**$ -**	**-100.00%**

FUND	**444**	**CITY OF TAVARES**
DEPT	**00**	**ADOPTED BUDGET**
DIVISION	**00**	**FISCAL YEAR 2014-2015**

SRF LOAN CONSTRUCTION REVENUES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2012-2013	REVISED BUDGET 2013-2014	ESTIMATED REVENUE 2014-2015	% CHANGE OVER FY 13-14
GRANTS - FEDERAL AND STATE					
331.35-10	SRF/ARRA GRANT	-	-	-	0.00%
334.35-00	WATER & SEWER UTILITY	387,925	-	-	0.00%
**	TOTAL GRANTS	**387,925**	-	-	0.00%
INTEREST & OTHER INCOME					
361.10-01	INTEREST INCOME	-	-	-	0.00%
384.10-00	BANK LOANS	-	-	-	0.00%
384.10-01	SRF-ARRA	-	-	-	0.00%
384.10-06	SRF - CRA WATER	-	299,993	-	-100.00%
384.10-07	SRF CRA SEWER	-	226,765	-	-100.00%
**	TOTAL INTEREST & OTHER INCOME	-	**526,758**	-	-100.00%
OTHER SOURCES					
389.90-00	APPROPRIATED RESERVES	-	-	-	0.00%
389.90-01	RETAINED EARNINGS	-	-	-	0.00%
**	TOTAL OTHER SOURCES	-	-	-	0.00%
TOTAL SRF LOAN CONSTRUCTION		**387,925**	**526,758**	**-**	**-100.00%**

FUND	**444**	**CITY OF TAVARES**
DEPT	**00**	**ADOPTED BUDGET**
DIVISION	**00**	**FISCAL YEAR 2014-2015**

SRF LOAN CONSTRUCTION REVENUE JUSTIFICATION

ACCOUNT	DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2014-2015
334.35-00	WATER & SEWER UTILITY	NO AMOUNT BUDGETED	-	-
384.10-06	SRF - CRA WATER	NO AMOUNT BUDGETED	-	-
384.10-07	SRF CRA SEWER	NO AMOUNT BUDGETED	-	-

FUND	**444**	**CITY OF TAVARES**	
DEPT	**SEE BELOW**	**ADOPTED BUDGET**	
DIVISION	**SEE BELOW**	**FISCAL YEAR 2014-2015**	

SRF LOAN CONSTRUCTION EXPENSES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2012-2013	REVISED BUDGET 2013-2014	ADOPTED BUDGET 2014-2015	% CHANGE OVER FY 13-14
3301-WATER TREATMENT					
CAPITAL EXPENDITURES					
533.65-35	WATER PLANT IMPROVEMENTS	-	1,789	-	-100.00%
*	CAPITAL EXPENDITURES	-	1,789	-	-100.00%
TOTAL	**3301-WASTEWATER TREATMENT**	-	1,789	-	-100.00%
3302-WATER DISTRIBUTION					
CAPITAL EXPENDITURES					
535.65-81	CRA REHAB-SRF	1,225,402	5,074,446	-	0
*	CAPITAL EXPENDITURES	1,225,402	5,074,446	-	
TOTAL	**3302-WATER DISTRIBUTION**	1,225,402	5,074,446	-	
3501-WASTEWATER TREATMENT					
CAPITAL EXPENDITURES					
535.65-70	WATER PLANT IMPROVEMENTS	253,846	20,277	-	-100.00%
*	CAPITAL EXPENDITURES	253,846	20,277	-	-100.00%
OTHER SOURCES					
535.72-75	D/S INT SRF LOAN	23,767	-	-	0.00%
* OTHER SOURCES		23,767	-	-	0
TOTAL	**3501-WASTEWATER TREATMENT**	277,613	20,277	-	-100.00%
3502-REUSE					
CAPITAL EXPENDITURES					
535.65-35	WATER PLANT IMPROVEMENTS	-	-	-	0.00%
535.65-71	SRF RECLAIM - PHASE I	1,101	-	-	0.00%
535.65-72	SRF RECLAIM PHASE II	2,202,182	691,828	-	-100.00%
*	CAPITAL EXPENDITURES	2,203,283	691,828	-	-100.00%
OTHER SOURCES					
535.71-78	SRF RECLAIM PH 1 LOAN	7,728	-	-	0.00%
535.72-77	SRF RECLAIM PHASE 1	952	-	-	0.00%
* OTHER SOURCES		8,680	-	-	0.00%
TOTAL	**3502-REUSE**	2,211,963	691,828	-	-100.00%
3504-COLLECTION					
CAPITAL EXPENDITURES					
535.65-81	CRA REHAB-SRF	351,309	4,410,746	-	-100.00%
*	CAPITAL EXPENDITURES	351,309	4,410,746	-	-100.00%
TOTAL	**3504-COLLECTION**	351,309	4,410,746	-	-100.00%
3801-STORMWATER					
CAPITAL EXPENDITURES					
538.64-25	FUTURE PROJECTS	81,396	242,854	-	-100.00%
* CAPITAL EXPENDITURES		81,396	242,854	-	-100.00%
TOTAL	**3801-STORMWATER**	81,396	242,854	-	-100.00%
TOTAL SRF LOAN		**4,147,683**	**10,441,940**	**-**	**-100.00%**

FUND 444
DEPT SEE BELOW
DIVISION SEE BELOW

CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

SRF LOAN CONSTRUCTION EXPENSE JUSTIFICATION

ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2014-2015
3301-WATER TREATMENT				
533.65-35	WATER PLANT IMPROVEMENTS	NO AMOUNT BUDGETED	-	-
3302-WATER DISTRIBTUION				
533.65-81	CRA REHAB-SRF	NO AMOUNT BUDGETED	-	-
3501-WASTEWATER TREATMENT				
535.65-70	SRF LOAN WWTP EXPANSION	NO AMOUNT BUDGETED	-	-
535.72-75	D/S INT SRF LOAN	NO AMOUNT BUDGETED	-	-
3502-REUSE				
535.65-71	SRF RECLAIM - PHASE I	NO AMOUNT BUDGETED	-	-
535.65-72	SRF RECLAIM PHASE II	NO AMOUNT BUDGETED	-	-
535.71-78	SRF RECLAIM PH2&3 35920	NO AMOUNT BUDGETED	-	-
535.72-77	SRF RECLAIM PHASE 1	NO AMOUNT BUDGETED	-	-
3504-COLLECTION				
535.65-81	CRA REHAB-SRF	NO AMOUNT BUDGETED	-	-
3801-STORMWATER				
538.64-25	FUTURE PROJECTS	NO AMOUNT BUDGETED	-	-

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SRF LOAN DEBT FUND

FUND 445

Budget Summary

	Audited Actuals 2012-2013	Revised Budget 2013-2014	Adopted Budget 2014-2015	% Change Over FY 13-14
Public Works Admin-36				
Operating Expenses	-	-	**-**	0.00%
Capital Expenses	-	-	**-**	0.00%
Debt	274,700	1,076,472	**1,416,063**	31.55%
Grand Total SRF Debt	**$ 274,700**	**$ 1,076,472**	**$ 1,416,063**	**31.55%**

FUND	**445**	**CITY OF TAVARES**
DEPT	**00**	**ADOPTED BUDGET**
DIVISION	**00**	**FISCAL YEAR 2014-2015**

SRF LOAN DEBT SERVICE REVENUES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2012-2013	REVISED BUDGET 2013-2014	ESTIMATED REVENUE 2014-2015	% CHANGE OVER FY 13-14
INTEREST & OTHER INCOME					
361.10-01	INTEREST INCOME	13	-	**10**	100.00%
**	TOTAL INTEREST & OTHER INCOME	13	-	**10**	100.00%
OTHER SOURCES					
381.04-01	TRANSFERS FROM WATER/SEWER	1,022,007	844,929	**1,505,649**	78.20%
381.04-03	TRANSFERS FROM STORM WATER	-	-	**10,392**	100.00%
381.04-04	TRANSFERS FROM IMPACT FEE	100,239	200,000	**200,000**	0.00%
*	TRANSFERS IN	1,122,246	1,044,929	**1,716,041**	64.23%
389.90-01	RETAINED EARNINGS	-	31,543	**(299,988)**	-1051.04%
*	APPROPRIATED RESERVES	-	31,543	**(299,988)**	-1051.04%
**	TOTAL OTHER SOURCES	1,122,246	1,076,472	**1,416,053**	31.55%
TOTAL SRF LOAN DEBT SERVICE		**1,122,259**	**1,076,472**	**1,416,063**	**31.55%**

CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

SRF LOAN DEBT SERVICE REVENUE JUSTIFICATION

ACCOUNT	DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2014-2015
361.10-01	INTEREST INCOME	INTEREST INCOME	10	10
381.04-01	TRANSFERS FROM WATER /SEWR	TRANSFER TO SRF DEBT FUND-WW AMT. 78905P		1,505,649
		($678,856-$200,000 FROM W/WW IMPACTS		
		D/S PAYMENTS DUE 10-15-14 & 4-15-15	478,856	
		TRANSFER TO SRF DBT SVC FUND PRE-CONST RECLAIM		
		50% WATER-50% SEWER WW789060		
		PAYMENTS DUE 10-15-14 & 4-15-15	57,458	
		TRANSFER FROM SRF DEBT SERVICE FUND ARRA WATER		
		PLANT FROM WATER ONLY DW350301		
		PAYMENT DUE 11-15-14 & 5-15-15	24,169	
		TNSFR TO SRF DBT SVC FUND ECLAIM PHASE 1-1350910		
		50%FROM WATER - 50% FROM SEWER		
		PAYMENTS DUE 10-15-14 & 4-15-15	158,192	
		TRANSFER TO SRF DBT SVC FUND RECLAIM PHASE 2&3		
		50% FROM WATER-50% FROM SEWER 350920		
		D/S PAYMENTS DUE 10-15-14 & 4-15-15	204,228	
		TRANSFER TO SRF DBT SVC FUND POTABLE WATER DIST		
		SYSTEM UPGRADE DW350930		
		D/S PAYMENTS DUE 4-15-15 & 10-15-15	323,626	
		TRANSFER TO SRF DBT SVC FUNDS SEWER REHAB		
		DP350900 D/S DUE 4-15-15 & 10-15-15	259,120	
381.04-03	TRANSFERS FROM STORM WATER	TRANSFER FROM STORMWATER FOR SRF D/S PAYMENT FOR	10,392	10,392
381.04-04	TRANSFERS FROM IMPACT FEE	TRANSFER FROM WATER IMPACTS	100,000	200,000
		TRANSFERS FROM SEWR IMPACTS	100,000	
389.90-01	RETAINED EARNINGS	UNAPPROPRIATED FUNDS DUE TO SRF S/F DEPOSIT		(299,988)
		REQUIREMENTS. FUNDS HAVE TO BE DEPOSITED INTO THE		
		SINKING FUND IN ANTICIPATION OF D/S PAYMENTS IN		
		OCTOBER 2015. THIS HAPPENS BECAUSE THERE IS ONLY		
		ONE D/S PAYMENT IN THE FIRST YEAR OF 2 LOANS	(299,988)	

FUND	**445**	**CITY OF TAVARES**
DEPT	**36**	**ADOPTED BUDGET**
DIVISION	**01**	**FISCAL YEAR 2014-2015**

SRF LOAN DEBT SERVICE EXPENSES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2012-2013	REVISED BUDGET 2013-2014	ADOPTED BUDGET 2014-2015	% CHANGE OVER FY 13-14
DEBT SERVICE					
536.71-75	D/S PRINCIPAL SRF LOAN	-	808,509	**1,104,692**	36.63%
536.72-75	D/S INTEREST SRF LOAN	274,700	267,963	**311,371**	16.20%
536.73-10	DEBT SERVICE COSTS	-	-	**-**	0.00%
* DEBT SERVICE		274,700	1,076,472	1,416,063	31.55%
TOTAL PUBLIC WORKS ADMIN		**274,700**	**1,076,472**	**1,416,063**	**31.55%**

CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

SRF LOAN DEBT SERVICE EXPENSE JUSTIFICATION

ACCOUNT DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2014-2015
536.71-75 D/S PRIN SRF LOAN	PRINCIPAL PAYMENTS-SRF LOAN WW-78905P (WW PLANT)		1,104,692
	PRINCIPAL 12-15-14	213,464	
	PRINCIPAL 6-15-15	215,827	
	PRINCIPAL PAYMENTS-SRF REUSE PER CONSTRUCTION		
	LOAN NUMBER WW-789060 (AMORTIZATION NOT REC'D)		
	PRINCIPAL:10-15-14	28,729	
	PRINCIPAL: 4-15-15	28,729	
	PRINCIPAL PAYMENTS-SRF/ARRA LOAN-WTP UPGRADES		
	LOAN NUMBER DW350301		
	PRINCIPAL:11-15-14	7,720	
	PRINCIPAL: 5-15-15	7,829	
	PRINCIPAL PAYMENTS-SRF REUSE PHASE 1 WW350910		
	PRINCIPAL: 10-15-14	49,211	
	PRINCIPAL: 4-15-15	49,794	
	PRINCIPAL PAYMENTS-SRF REUSE PHASE 2&3 WW350920		
	PRINCIPAL:10-15-14 (NO AMORT SCH RECD)	102,114	
	PRINCIPAL: 4-15-15	102,114	
	PRINCIPAL PAYMENTS-CLEAN WATER (CRA) DW350930		
	PRINCIPAL: 4-15-15 (NO AMORT SCH RECD)	161,813	
	PRINCIPAL PAYMENTS-SRF LOAN DP350900		
	SEWER REHAB (CRA) (NO AMORT SCH RECD)		
	PRINCIPAL: 4-15-15 &10-15-15	129,560	
	PRINCIPAL PAYMENTS -SRF LOAN SW380940		
	NO AMORTIZATION SCHEDULE		
	PRINCIPAL:6-15-15	7,788	
536.72-75 D/S INT SRF LOAN	INTEREST PAYMENTS-SRF LOAN WWW78905P (WW PLANT)		311,371
	INTEREST: 12-15-14	125,964	
	INTEREST: 06-15-15	123,601	
	INTEREST PAYMENTS-SRF/ARRA WTP UPGRADES WW350301		
	INTEREST: 11-15-14	4,364	
	INTEREST: 05-15-15	4,255	
	INTEREST PAYMENTS-SRF REUSE PHASE 1 WW350910		
	INTEREST: 10-15-14	26,885	
	INTEREST: 04-15-15	26,302	

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TRUST & AGENCY FUNDS

FUNDS 501, 601, 602, 605, 606

Budget Summary

	Audited Actuals 2012-2013	Revised Budget 2013-2014	Adopted Budget 2014-2015	% Change Over FY 13-14
Fire Services-22				
Personal Services	-	-	**-**	0.00%
Operating Expenses	37,619	29,807	**38,025**	27.57%
Transfers & Others	138,620	180,865	**164,427**	-9.09%
Total Fund 601	176,239	210,672	**202,452**	-3.90%
Police Services-21				
Personal Services	-	-	**-**	0.00%
Operating Expenses	29,375	39,622	**41,603**	5.00%
Transfers & Others	252,878	205,053	**338,022**	64.85%
Total Fund 602	282,253	244,675	**379,625**	55.15%
Parks & Recreation-72				
Personal Services	-	-	**-**	0.00%
Operating Expenses	274	196	**100**	-48.98%
Transfers & Others	-	-	**-**	0.00%
Total Fund 606	274	196	**100**	-48.98%
Grand Total Trust and Agency Funds	**458,766**	**455,543**	**582,202**	**27.80%**

FUND	**501**	**CITY OF TAVARES**
DEPT	**00**	**ADOPTED BUDGET**
DIVISION	**00**	**FISCAL YEAR 2014-2015**

DENTAL INSURANCE FUND REVENUES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2012-2013	REVISED BUDGET 2013-2014	ESTIMATED REVENUE 2014-2015	% CHANGE OVER FY 13-14
INTEREST & OTHER INCOME					
361.10-01	INTEREST INCOME	-	-	-	0.00%
369.10-04	REFUND-PRIOR YR EXPENSE	-	-	-	0.00%
**	TOTAL INTEREST & OTHER INCOME	-	-	-	0.00%
OTHER SOURCES					
389.09-09	EMPLOYEE CONTRIBUTIONS	-	-	-	0.00%
389.09-10	COBRA CONTRIBUTIONS	-	-	-	0.00%
389.90-00	APPROPRIATED RESERVES	-	-	-	0.00%
*	APPROPRIATED RESERVES	-	-	-	0.00%
399.01-01	GENERAL FUND	-	-	-	0.00%
399.04-01	WATER & SEWER FUND	-	-	-	0.00%
399.04-02	SOLID WASTE FUND	-	-	-	0.00%
399.04-03	STORMWATER FUND	-	-	-	0.00%
399.04-05	MARINA SEAPLANE BASE	-	-	-	0.00%
*	CONTRIBUTIONS	-	-	-	0.00%
**	TOTAL OTHER SOURCES	-	-	-	0.00%
TOTAL DENTAL INSURANCE FUND		**-**	**-**	**-**	**0.00%**

CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

DENTAL INSURANCE FUND REVENUE JUSTIFICATION

ACCOUNT	DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2014-2015
361.10-01	INTEREST INCOME	NO AMOUNT BUDGETED	-	-
369.10-04	REFUND-PRIOR YR EXPENSE	NO AMOUNT BUDGETED	-	-
389.09-09	EMPLOYEE CONTRIBUTIONS	NO AMOUNT BUDGETED	-	-
389.09-10	COBRA CONTRIBUTIONS	NO AMOUNT BUDGETED	-	-
389.90-00	APPROPRIATED RESERVES	NO AMOUNT BUDGETED	-	-
399.01-01	GENERAL FUND	NO AMOUNT BUDGETED	-	-
399.04-01	WATER & SEWER FUND	NO AMOUNT BUDGETED	-	-
399.04-02	SANITATION FUND	NO AMOUNT BUDGETED	-	-
399.04-03	STORMWATER FUND	NO AMOUNT BUDGETED	-	-
399.04-05	MARINA SEAPLANE BASE	NO AMOUNT BUDGETED	-	-

THIS FUND HAS BEEN CLOSED

FUND	**501**	**CITY OF TAVARES**
DEPT	**12**	**ADOPTED BUDGET**
DIVISION	**01**	**FISCAL YEAR 2014-2015**

DENTAL INSURANCE - ADMINISTRATION EXPENSES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2012-2013	REVISED BUDGET 2013-2014	ADOPTED BUDGET 2014-2015	% CHANGE OVER FY 13-14
SALARIES AND BENEFITS					
512.23-10	HEALTH	-	-	-	0.00%
512.23-50	ADMINISTRATIVE FEES	-	-	-	0.00%
*	SALARIES AND BENEFITS	-	-	-	0.00%
OPERATING EXPENDITURES					
512.49-20	SELF INS ACTUARIAL EVAL.	-	-	-	0.00%
*	OPERATING EXPENDITURES	-	-	-	0.00%
OTHER SOURCES					
512.91-01	TRANSFERS TO GENERAL FUND	250,638	250,000	-	-100.00%
* TOTAL OTHER SOURCES		250,638	250,000	-	-100.00%
TOTAL	**DENTAL INSURANCE FUND**	**-**	**250,000**	**-**	**-100.00%**

FUND	**501**	**CITY OF TAVARES**
DEPT	**12**	**ADOPTED BUDGET**
DIVISION	**01**	**FISCAL YEAR 2014-2015**

DENTAL INSURANCE - ADMINISTRATION EXPENSE JUSTIFICATION

ACCOUNT	DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2014-2015
512.91-01	TRANSFERS TO GENERAL FUND	NO AMOUNT BUDGETED	-	-

THIS FUND HAS BEEN CLOSED

FUND	**601**	**CITY OF TAVARES**
DEPT	**00**	**ADOPTED BUDGET**
DIVISION	**00**	**FISCAL YEAR 2014-2015**

MUNICIPAL FIREFIGHTERS PENSION FUND REVENUES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2012-2013	REVISED BUDGET 2013-2014	ESTIMATED REVENUE 2014-2015	% CHANGE OVER FY 13-14
INTEREST & OTHER INCOME					
361.10-08	INVESTMENT	82,956	33,000	**45,692**	38.46%
*	INVESTMENT INCOME	82,956	33,000	**45,692**	38.46%
367.01-00	SALE OF INVESTMENTS	7,207	33,000	**33,000**	0.00%
367.02-00	UNREALIZED GAIN ON INVEST	401,403	232,000	**232,000**	0.00%
*	GAIN ON SALE OF INVESTMENTS	408,610	265,000	**265,000**	0.00%
**	TOTAL INTEREST & OTHER INCOME	491,566	298,000	**310,692**	4.26%
OTHER SOURCES					
368.10-00	EMPLOYEE CONTRIBUTIONS	43,825	46,282	**47,081**	1.73%
368.30-00	EMPLOYER CONTRIBUTIONS	261,573	290,559	**302,129**	3.98%
368.40-00	STATE INSUR PREM CONTRIB	82,682	81,000	**81,000**	0.00%
*	CONTRIBUTIONS	388,080	417,841	**430,210**	2.96%
389.90-00	APPROPRIATED RESERVES	-	505,169	**(538,450)**	-206.59%
*	APPROPRIATED RESERVES	-	505,169	**(538,450)**	-206.59%
**	TOTAL OTHER SOURCES	388,080	923,010	**(108,240)**	-111.73%
TOTAL MUN. FIREFIGHTERS PENSION		**879,646**	**1,221,010**	**202,452**	**-83.42%**

FUND	**601**	**CITY OF TAVARES**
DEPT	**22**	**ADOPTED BUDGET**
DIVISION	**01**	**FISCAL YEAR 2014-2015**

MUNICIPAL FIREFIGHTERS PENSION FUND REVENUE JUSTIFICATION

ACCOUNT	DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2014-2015
361.10-08	INVESTMENT	ESTIMATED INTEREST INCOME	45,692	45,692
367.01-00	SALE OF INVESTMENTS	ESTIMATED GAIN ON SALE OF INVESTMENTS	33,000	33,000
367.02-00	UNREALIZED GAIN ON INVEST	ESTIMATED UNREALIZED GAIN ON INVESTMENTS	232,000	232,000
368.10-00	EMPLOYEE CONTRIBUTIONS	EMPLOYEE CONTRIBUTIONS	47,081	47,081
368.30-00	EMPLOYER CONTRIBUTIONS	EMPLOYER CONTRIBUTIONS	302,129	302,129
368.40-00	STATE INSUR PREM CONTRIB	STATE CONTRIBUTIONS	81,000	81,000
389.90-00	APPROPRIATED RESERVES	APPROPRIATED RESERVES	(538,450)	(538,450)

FUND	**601**	**CITY OF TAVARES**
DEPT	**22**	**ADOPTED BUDGET**
DIVISION	**01**	**FISCAL YEAR 2014-2015**

MUNICIPAL FIREFIGHTERS PENSION FUND EXPENSES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2012-2013	REVISED BUDGET 2013-2014	ADOPTED BUDGET 2014-2015	% CHANGE OVER FY 13-14
OPERATING EXPENDITURES					
522.34-10	CONTRACTUAL SERVICES	37,619	29,807	**38,025**	27.57%
*	OPERATING EXPENDITURES	37,619	29,807	**38,025**	27.57%
TRANSFERS AND OTHERS					
522.91-15	UNREALIZED LOSS ON INVEST	-	-	**-**	0.00%
522.91-20	LOSS ON INVESTMENTS	-	-	**-**	0.00%
522.91-25	RETIREMENT PAYMENTS	138,620	175,865	**159,427**	-9.35%
522.91-35	TERMINATION PAYMENTS	-	5,000	**5,000**	0.00%
*	TRANSFERS AND OTHERS	138,620	180,865	**164,427**	-9.09%
TOTAL	**MUN. FIREFIGHTERS PENSION**	**176,239**	**210,672**	**202,452**	**-3.90%**

FUND 601
DEPT 22
DIVISION 01

CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

MUNICIPAL FIREFIGHTERS PENSION FUND EXPENSE JUSTIFICATION

ACCOUNT	DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2014-2015
522.34-10	CONTRACTUAL SERVICES	CONTRACTUAL SERVICES TO ADMINISTER PLAN	38,025	38,025
522.91-25	RETIREMENT PAYMENTS	PENSION PAYMENTS TO RETIRED FIREFIGHTERS	159,427	159,427
522.91-35	TERMINATION PAYMENTS	ESTIMATED TERMINATION PAYMENTS (REFUNDS)	5,000	5,000

FUND	**602**	**CITY OF TAVARES**
DEPT	**00**	**ADOPTED BUDGET**
DIVISION	**00**	**FISCAL YEAR 2014-2015**

MUNICIPAL POLICE PENSION FUND REVENUES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2012-2013	REVISED BUDGET 2013-2014	ESTIMATED REVENUE 2014-2015	% CHANGE OVER FY 13-14
INTEREST & OTHER INCOME					
361.10-01	INTEREST INCOME	-	25	**25**	0.00%
361.10-02	SBA INTEREST	-	-	**-**	0.00%
*	INTEREST INCOME	-	25	**25**	0.00%
361.10-08	INVESTMENT	161,075	138,350	**149,418**	8.00%
*	INVESTMENT INCOME	161,075	138,350	**149,418**	8.00%
367.01-00	SALE OF INVESTMENTS	14,305	-	**-**	0.00%
367.02-00	UNREALIZED GAIN ON INVEST	764,872	231,903	**800,900**	245.36%
*	GAIN ON SALE OF INVESTMENTS	779,177	231,903	**800,900**	245.36%
**	TOTAL INTEREST & OTHER INCOME	940,252	370,278	**950,343**	156.66%
OTHER SOURCES					
368.10-00	EMPLOYEE CONTRIBUTIONS	183,557	174,972	**176,029**	0.60%
368.30-00	EMPLOYER CONTRIBUTIONS	282,512	293,896	**294,174**	0.09%
368.40-00	STATE INSUR PREM CONTRIB	77,207	71,045	**72,549**	2.12%
*	CONTRIBUTIONS	543,276	539,913	**542,752**	0.53%
389.90-00	APPROPRIATED RESERVES	-	665,516	**(1,113,470)**	-267.31%
*	APPROPRIATED RESERVES	-	665,516	**(1,113,470)**	-267.31%
**	TOTAL OTHER SOURCES	543,276	1,205,429	**(570,718)**	-147.35%
TOTAL MUNICIPAL POLICE PENSION		**1,483,528**	**1,575,707**	**379,625**	**-75.91%**

FUND 602
DEPT 00
DIVISION 00

CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

MUNICIPAL POLICE PENSION FUND REVENUE JUSTIFICATION

ACCOUNT	DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2014-2015
361.10-01	INTEREST INCOME	INTEREST INCOME	25	25
361.10-08	INVESTMENT	ESTIMATED INVESTMENT INCOME	149,418	149,418
367.01-00	SALE OF INVESTMENTS	NO AMOUNT BUDGETED	-	-
367.02-00	UNREALIZED GAIN ON INVEST	ESTIMATED UNREALIZED GAIN ON INVESTMENT	800,900	800,900
368.10-00	EMPLOYEE CONTRIBUTIONS	EMPLOYEE CONTRIBUTIONS	176,029	176,029
368.30-00	EMPLOYER CONTRIBUTIONS	EMPLOYER CONTIRBUTIONS	294,174	294,174
368.40-00	STATE INSUR PREM CONTRIB	ESTIMATED STATE CONTRIBUTIONS	72,549	72,549
389.90-00	APPROPRIATED RESERVES	APPROPRIATED RESERVES	(1,113,470)	(1,113,470)

FUND	**602**	**CITY OF TAVARES**
DEPT	**21**	**ADOPTED BUDGET**
DIVISION	**01**	**FISCAL YEAR 2014-2015**

MUNICIPAL POLICE PENSION FUND EXPENSES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2012-2013	REVISED BUDGET 2013-2014	ADOPTED BUDGET 2014-2015	% CHANGE OVER FY 13-14
OPERATING EXPENDITURES					
521.34-10	CONTRACTUAL SERVICES	29,375	39,622	**41,603**	5.00%
521.52-10	OPERATING SUPPLIES	-	-	**-**	0.00%
*	OPERATING EXPENDITURES	29,375	39,622	**41,603**	5.00%
TRANSFERS AND OTHERS					
521.91-15	UNREALIZED LOSS ON INVEST	-	-	**-**	0.00%
521.91-20	LOSS ON INVESTMENTS	-	-	**-**	0.00%
521.91-25	RETIREMENT PAYMENTS	252,878	172,670	**303,022**	75.49%
521.91-35	TERMINATION PAYMENTS	-	32,383	**35,000**	8.08%
*	TRANSFERS AND OTHERS	252,878	205,053	**338,022**	64.85%
TOTAL	**MUNICIPAL POLICE PENSION**	**282,253**	**244,675**	**379,625**	**55.15%**

FUND 602
DEPT 21
DIVISION 01

CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

MUNICIPAL POLICE PENSION FUND EXPENSE JUSTIFICATION

ACCOUNT	DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2014-2015
521.34-10	CONTRACTUAL SERVICES	CONTRACTUAL SERVICES TO ADMINISTER THE PLAN	41,603	41,603
521.91-25	RETIREMENT PAYMENTS	RETIREMENT PAYMENTS	303,022	303,022
521.91-35	TERMINATION PAYMENTS	PAYMENTS TO VESTED TERMINATED POLICE OFFICERS	35,000	35,000

FUND	**605**	**CITY OF TAVARES**
DEPT	**00**	**ADOPTED BUDGET**
DIVISION	**00**	**FISCAL YEAR 2014-2015**

MILDRED HUNTER TRUST FUND REVENUES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2012-2013	REVISED BUDGET 2013-2014	ESTIMATED REVENUE 2014-2015	% CHANGE OVER FY 13-14
INTEREST & OTHER INCOME					
361.10-02	SBA INTEREST	26	25	**20**	-20.00%
361.10-07	LC VANBLANKENBURG	-	-	**-**	0.00%
361.10-08	INVESTMENT	-	-	**-**	0.00%
367.02-00	UNREALIZED GAIN ON INVEST	(4)	158	**150**	-5.06%
*	INTEREST INCOME	22	183	**170**	-7.10%
**	TOTAL INTEREST & OTHER INCOME	22	183	**170**	-7.10%
OTHER SOURCES					
389.90-00	APPROPRIATED RESERVES	-	(133)	**(145)**	N/A
*	APPROPRIATED RESERVES	-	(133)	**(145)**	N/A
**	TOTAL OTHER SOURCES	-	(133)	**(145)**	N/A
TOTAL MILDRED HUNTER TRUST		**22**	**50**	**25**	**-50.00%**

FUND 605
DEPT 00
DIVISION 00

CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

MILDRED HUNTER TRUST FUND REVENUE JUSTIFICATION

ACCOUNT	DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2014-2015
361.10-02	SBA INTEREST	ESTIMATED INTEREST INCOME	20	20
367.02-00	UNREALIZED GAIN ON INVEST	ESTIMATED UNREALIZED GAIN ON INVESTMENTS	150	150
389.90-00	APPROPRIATED RESERVES	APPROPRIATED RESERVES	(145)	(145)

FUND	**605**	**CITY OF TAVARES**
DEPT	**71**	**ADOPTED BUDGET**
DIVISION	**01**	**FISCAL YEAR 2014-2015**

MILDRED HUNTER TRUST FUND EXPENSES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2012-2013	REVISED BUDGET 2013-2014	ADOPTED BUDGET 2014-2015	% CHANGE OVER FY 13-14
OPERATING EXPENDITURES					
571.54-30	MILDRED HUNTER TRUST EXP	-	-	**25**	100.00%
*	OPERATING EXPENDITURES	-	-	**25**	100.00%
TOTAL MILDRED HUNTER TRUST		**-**	**-**	**25**	**100.00%**

FUND 605
DEPT 71
DIVISION 01

CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

MILDRED HUNTER TRUST FUND EXPENSE JUSTIFICATION

ACCOUNT	DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2014-2015
571.54-30	MILDRED HUNTER TST EXP	BOOK EXPENSE MILDRED HUNTER TRUST	25	25

FUND	**606**	**CITY OF TAVARES**
DEPT	**00**	**ADOPTED BUDGET**
DIVISION	**00**	**FISCAL YEAR 2014-2015**

WOODLEA PARK PLAYGROUND FUND REVENUES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2012-2013	REVISED BUDGET 2013-2014	ESTIMATED REVENUE 2014-2015	% CHANGE OVER FY 13-14
INTEREST & OTHER INCOME					
361.10-01	INTEREST INCOME	-	38	**10**	-73.68%
361.10-02	SBA INTEREST	37	38	**25**	-34.21%
361.10-08	INVESTMENT	-	15	**15**	0.00%
367.02-00	UNREALIZED GAIN ON INVEST	(6)	105	**50**	-52.38%
*	INTEREST INCOME	31	196	**100**	-48.98%
**	TOTAL INTEREST & OTHER INCOME	31	196	**100**	-48.98%
OTHER SOURCES					
389.90-00	APPROPRIATED RESERVES	-	-	**-**	0.00%
*	APPROPRIATED RESERVES	-	-	**-**	0.00%
**	TOTAL OTHER SOURCES	-	-	**-**	0.00%
TOTAL WOODLEA PARK PLAYGROUND		**31**	**196**	**100**	**-48.98%**

FUND 606
DEPT 00
DIVISION 00

CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

WOODLEA PARK PLAYGROUND FUND REVENUE JUSTIFICATION

ACCOUNT	DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2014-2015
361.10-01	INTEREST INCOME	ESTIMATED INTEREST INCOME	10	10
361.10-02	SBA INTEREST	ESTIMATED INTEREST INCOME	25	25
361.10-08	INVESTMENT	ESTIMATED INVESTMENT INCOME	15	15
367.02-00	UNREALIZED GAIN ON INVEST	UNREALIZED GAIN ON INVESTMENT	50	50

FUND	**606**	**CITY OF TAVARES**
DEPT	**72**	**ADOPTED BUDGET**
DIVISION	**01**	**FISCAL YEAR 2014-2015**

WOODLEA PARK PLAYGROUND FUND EXPENSES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2012-2013	REVISED BUDGET 2013-2014	ADOPTED BUDGET 2014-2015	% CHANGE OVER FY 13-14
OPERATING EXPENDITURES					
572.46-70	PLAYGROUND	274	196	**100**	-48.98%
*	OPERATING EXPENDITURES	274	196	**100**	-48.98%
TOTAL	**WOODLEA PARK PLAYGROUND**	**274**	**196**	**100**	**-48.98%**

FUND 606
DEPT 72
DIVISION 01

CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

WOODLEA PARK PLAYGROUND FUND EXPENSE JUSTIFICATION

ACCOUNT	DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2014-2015
572.46-70	PLAYGROUND	WOOTON WONDERLAND MAINTENANCE	100	100

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CAPITAL LISTING

ALL FUNDS

Budget Summary

ACCOUNT	ACCOUNT NO.	BUDGET
TOTAL LAND	XXX-XXXX-XXX.61-10	40,000
TOTAL BUILDING ADDITIONS/REPLACEMENTS/CONSTRUCTION	XXX-XXXX-XXX.62-20	-
TOTAL STREET SIGN REPLACEMENT	XXX-XXXX-XXX.63-10	-
TOTAL SIDEWALK REPAIR/CONSTRUCTION	XXX-XXXX-XXX.63-20	35,000
TOTAL PAVING	XXX-XXXX-XXX.63-30	75,000
TOTAL STORM DRAINAGE REPAIR	XXX-XXXX-XXX.63-40	-
TOTAL LANDSCAPING	XXX-XXXX-XXX.63-60	-
TOTAL TRAFFIC SIGNALS	XXX-XXXX-XXX.63-70	-
TOTAL EQUIPMENT REPLACEMENT	XXX-XXXX-XXX.64-10	488,843
TOTAL EQUIPMENT REPLACEMENT - VEHICLES	XXX-XXXX-XXX.64-11	254,833
TOTAL EQUIPMENT REPLACEMENT - COMPUTERS	XXX-XXXX-XXX.64-13	99,263
TOTAL NEW EQUIPMENT - COMPUTERS	XXX-XXXX-XXX.64-14	18,420
TOTAL NEW EQUIPMENT	XXX-XXXX-XXX.64-15	258,142
TOTAL NEW EQUIPMENT - VEHICLES	XXX-XXXX-XXX.64-17	-
TOTAL DURABLE GOODS	XXX-XXXX-XXX.64-20	-
TOTAL SOFTWARE	XXX-XXXX-XXX.64-23	20,200
TOTAL FUTURE PROJECTS	XXX-XXXX-XXX.64-25	1,964,907
TOTAL SRF RECLAIM - PHASE 1	XXX-XXXX-XXX.65-71	-
TOTAL ROAD CONSTRUCTION	XXX-XXXX-XXX.65-80	-
TOTAL STANDING ORDER - NATIONAL LIBRARY	XXX-XXXX-XXX.66-10	2,200
TOTAL MAJOR COLLECTION BOOKS	XXX-XXXX-XXX.66-20	39,000
TOTAL CAPITAL EXPENDITURES - ALL FUNDS		**3,295,808**
Total Funding from Operations - Pay as you go		2,822,808
Total Funding from Infrastructure Sales Tax		-
Total Funding from Grants		323,000
Total Funding from Water/Wastewater Impacts		-
Total Funding from Police Impacts		-
Total Funding from P&R Impacts		-
Total Funding from Other		-
Total Funding from Debt Service		-
Total Funding from Capital Lease		150,000
TOTAL FUNDING		**3,295,808**

CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

CAPITAL LISTING SCHEDULE - ALL FUNDS

DESCRIPTION	QTY	PROJ	GL ACCOUNT	FUNDING	FY 2015
ALL CAPITAL ACCOUNTS					
LAND					
Property for Future Well Site (Wells #3 & 4)			401-3301-533.61-10	401	Pay as you Go	40,000
TOTAL LAND			**XXX-XXXX-XXX.61-10**			**40,000**
BUILDINGS					
No Amount Requested					Pay as you Go	
TOTAL BUILDING ADDITIONS/REPLACEMENTS/CONSTRUCTION			**XXX-XXXX-XXX.62-20**			**-**
STREET SIGN REPLACEMENT					
No Amount Requested					
TOTAL STREET SIGN REPLACEMENT			**XXX-XXXX-XXX.63-10**			**-**
SIDEWALK REPAIR/CONSTRUCTION					
Repair and Construction of City Sidewalks			001-4102-541.63-20	001	Pay as you Go	15,000
Sidewalk Grinding Program			001-4102-541.63-20	001	Pay as you Go	20,000
TOTAL SIDEWALK REPAIR/CONSTRUCTION			**XXX-XXXX-XXX.63-20**			**35,000**
PAVING					
Alleyway Brick Pave - 1 Block			151-4102-541.63-30	150	Grants	75,000
TOTAL PAVING			**XXX-XXXX-XXX.63-30**			**75,000**
STORM DRAINAGE REPAIR					
No Amount Requested					
TOTAL STORM DRAINAGE REPAIR			**XXX-XXXX-XXX.63-40**			**-**
LANDSCAPING					
No Amount Requested						-
TOTAL LANDSCAPING			**XXX-XXXX-XXX.63-60**			**-**
TRAFFIC SIGNALS					
No Amount Requested						-
TOTAL TRAFFIC SIGNALS			**XXX-XXXX-XXX.63-70**			**-**
IMPROVEMENTS OTHER THAN BUILDINGS					
No Amount Requested					
TOTAL IMPROVEMENT OTHER THAN BUILDINGS			**XXX-XXXX-XXX.63-92**			**-**
EQUIPMENT REPLACEMENT					
Network Server ("F" drive) Replacement			001-1302-513.64-10	001	Pay as you Go	8,000
Badge Machine			001-1701-513.64-10	001	Pay as you Go	1,195
Replacement Toolbox - Vehicle Maintenance			001-1901-549.64-10	001	Pay as you Go	2,500
35 Ton Air Service Jack			001-1901-549.64-10	001	Pay as you Go	1,135
In-Car Video Cameras (6)			001-2101-521.64-10	001	Pay as you Go	30,350
Corrosive Cabinet			001-4101-541.64-10	001	Pay as you Go	1,570
Kubota Lawn Mower			001-7201-572.64-10	001	Pay as you Go	12,500
Chlorinator Vacuum Switch			401-3301-533.64-10	401	Pay as you Go	1,320
V-10K Chlorinator			401-3301-533.64-10	401	Pay as you Go	3,680
Chlorinator Automatic Switchover Regulator			401-3301-533.64-10	401	Pay as you Go	3,190
Fire Hydrants (2)			401-3302-533.64-10	401	Pay as you Go	3,778
Underground Boring Tool			401-3302-533.64-10	401	Pay as you Go	6,000
LED Lights for Water Treatment Plant Yard & Street Lights			401-3501-535.64-10	401	Pay as you Go	113,425
Incubator/Oven/Refrigerator - Contingency			401-3502-535.64-10	401	Pay as you Go	5,500
Visoturb TSS Probe - Contingency			401-3502-535.64-10	401	Pay as you Go	3,000
Laboratory Autoclave for Sterilization			401-3503.535-64-10	401	Pay as you Go	8,000
Foss Digestahl Scrubber System - Hazardous Fume Neutralization			401-3503.535-64-10	401	Pay as you Go	7,500
Monitoring Well Submersible Pump Head and Cable			401-3503.535-64-10	401	Pay as you Go	3,000
Push Camera			401-3504-535.64-10	401	Pay as you Go	10,000
Crane for Truck #829			401-3504-535.64-10	401	Pay as you Go	5,000
Boom Mower			403-3801-538.64-10	403	Capital Lease	150,000
Pressure Washer			405-4304-543.64-10	405	Pay as you Go	1,000
Emergency Replacement Pumps			443-3301-533.64-10	443	Pay as you Go	15,000
Emergency Replacement Motors			443-3301-533.64-10	443	Pay as you Go	15,000
Replacement of Motors, Pumps, Etc.			443-3501-535.64-10	443	Pay as you Go	36,000
Breakers & Drivers			443-3501-535.64-10	443	Pay as you Go	20,000
Replace Worn Digester Air Diffusers			443-3501-535.64-10	443	Pay as you Go	1,200
Replacement Pumps for Lift Stations			443-3504-535.64-10	443	Pay as you Go	20,000
TOTAL EQUIPMENT REPLACEMENT			**XXX-XXXX-XXX.64-10**			**488,843**
EQUIPMENT REPLACEMENT - VEHICLES					
Ford 350 with Crane, Lights, Radio, etc			401-3302-533.64-11	401	Pay as you Go	68,623
Ford F250 including light bars, etc.			401-3540-535.64-11	401	Pay as you Go	28,210
Replacement for Unit 612			402-3401-534.64-11	402	Pay as you Go	140,000
Refurbishment of Unit 620			402-3401-534.64-11	402	Pay as you Go	18,000
TOTAL EQUIPMENT REPLACEMENT - VEHICLES			**XXX-XXXX-XXX.64-11**			**254,833**

CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

CAPITAL LISTING SCHEDULE - ALL FUNDS

DESCRIPTION	QTY	PROJ	GL ACCOUNT		FUNDING	FY 2015
EQUIPMENT REPLACEMENT - COMPUTERS						
Council Chambers Laptop			001-1202-512.64-13	001	Pay as you Go	1,200
Computers for Finance & Utility Billing Staff (9)			001-1301-513.64-13	001	Pay as you Go	9,900
Back up Computer			001-1302-513.64-13	001	Pay as you Go	933
Loaner Laptops (3)			001-1302-513.64-13	001	Pay as you Go	3,600
Computers for Planning & Zoning Staff (8)			001-1501-515.64-13	001	Pay as you Go	7,464
Computers for City Clerk & Deputy City Clerk			001-1601-512.64-13	001	Pay as you Go	1,866
Computers for Human Resources Staff (2)			001-1701-513.64-13	001	Pay as you Go	1,860
Computers for Police Department Staff (16)			001-2101-521.64-13	001	Pay as you Go	17,600
Semi-Ruggedized Laptops for Police Department (4)			001-2101-521.64-13	001	Pay as you Go	6,400
Laptops for Police Department (8)			001-2101-521.64-13	001	Pay as you Go	9,600
Laptop for Code Enforcement			001-2103-521.64-13	001	Pay as you Go	1,200
Computers for Fire Department Staff			001-2201-522.64-13	001	Pay as you Go	8,664
Computer for Public Works Admin Assistant			001-4101-541.64-13	001	Pay as you Go	950
Computer for Economic Development			001-5901-559.64-13	001	Pay as you Go	933
Desktop Computers for Library Staff (3)			001-7101-571.64-13	001	Pay as you Go	2,799
Computers for Parks Staff (3)			001-7201-572.64-13	001	Pay as you Go	2,799
Computers for Recreation Staff (3)			001-7202-572.64-13	001	Pay as you Go	2,799
Computer for Water Department			401-3301-533.64-13	401	Pay as you Go	933
Rough Laptop for City Locator Truck			401-3302-533.64-13	401	Pay as you Go	2,400
Computers for Wastewater Treatment (5)			401-3501-535.64-13	401	Pay as you Go	5,199
Computer for Mechanic Position			401-3501-535.64-13	401	Pay as you Go	1,500
Computers for Lab Staff (2)			401-3503-535.64-13	401	Pay as you Go	2,133
Computers for Wastewater Collection Staff (3)			401-3504-535.64-13	401	Pay as you Go	2,799
Computers for Solid Waste Staff (2)			402-3401-534.64-13	402	Pay as you Go	1,866
Computers for Stormwater Staff (2)			403-3801-538.64-13	403	Pay as you Go	1,866
TOTAL EQUIPMENT REPLACEMENT - COMPUTERS			**XXX-XXXX-XXX.64-13**			**99,263**
NEW EQUIPMENT - COMPUTERS						
Computer for New Employee			001-1301-513.64-14	001	Pay as you Go	1,260
Computer for New Employee			001-1302-513.64-14	001	Pay as you Go	1,260
Computer for Fleet Staff Member			001-1901-549.64-14	001	Pay as you Go	1,100
Toughbooks for Incident Report Writing (2)			001-2202-522.64-14	001	Pay as you Go	5,000
Laptop for General Services Manager			001-4101-541.64-14	001	Pay as you Go	1,500
Facility Management Software			001-4101-541.64-14	001	Pay as you Go	1,800
Computer for Roads Manager			001-4102-541.64-14	001	Pay as you Go	1,000
Laptop for Splash Park Lab Tech			401-3503-535.64-14	401	Pay as you Go	1,500
Laptop w/mount for Locates			401-3504-535.64-14	401	Pay as you Go	2,500
Laptop for Truck #325-View Maps & GIS Info			403-3801-538.64-14	403	Pay as you Go	1,500
TOTAL NEW EQUIPMENT - COMPUTERS			**XXX-XXXX-XXX.64-14**			**18,420**
NEW EQUIPMENT						
Barcode System - Inventory Integration with Financial Software			001-1301-513.64-15	001	Pay as you Go	24,464
Application Server			001-1302-513.64-15	001	Pay as you Go	16,000
Hi-Volume Multiple Tier Inflating System			001-1901-549.64-15	001	Pay as you Go	2,240
Headset System for Pierce Fire Truck			001-2201-522.64-15	001	Pay as you Go	4,400
LED Light Bar for SutphenTruck			001-2201-522.64-15	001	Pay as you Go	2,000
Stihl MS660 Chainsaw			001-4101-541.64-15	001	Pay as you Go	1,526
Fuel Cabinet			001-4101-541.64-15	001	Pay as you Go	1,448
Vibratory Plate Compactor			001-4102-541.64-15	001	Pay as you Go	1,474
Concrete Saw			001-4102-541.64-15	001	Pay as you Go	1,119
Bobcat Track Loader with Bucket Forks			001-7201-572.64-15	001	Pay as you Go	57,526
Pole Barn Storage (Water Treatment Share)			401-3301-533.64-15	401	Pay as you Go	2,500
Equipment to GPS New Meters			401-3301-533.64-15	401	Pay as you Go	5,000
Air Compressor & Accessories for Backflow Device Repairs			401-3302-533.64-15	401	Pay as you Go	2,900
Insertion Valve Program 6" or 12"			401-3302-533.64-15	401	Pay as you Go	13,000
Hydrant Seat Remover Repair Tool & Accessories			401-3302-533.64-15	401	Pay as you Go	10,120
Pole Barn Storage (Wastewater Treatment Share)			401-3501-535.64-15	401	Pay as you Go	12,500
Ice Machine - Reuse O&M Building			401-3502-535.64-15	401	Pay as you Go	3,500
Tables for Outside Training Room			401-3502-535.64-15	401	Pay as you Go	1,800
Stationary Generator for Liftstation 4			401-3504-535-64.15	401	Pay as you Go	35,000
Strobe Lights for Vac Truck			401-3504-535-64.15	401	Pay as you Go	2,000
Pole Barn Storage (Wastewater Share)			401-3504-535-64.15	401	Pay as you Go	12,500
Start up Equipment for Pavilion			406-7501-575.64-15	406	Pay as you Go	5,125
Pumps for Liftstation Upgrades			443-3504-535.64-15	443	Pay as you Go	40,000
TOTAL NEW EQUIPMENT			**XXX-XXXX-XXX.64-15**			**258,142**

CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

CAPITAL LISTING SCHEDULE - ALL FUNDS

DESCRIPTION	QTY	PROJ	GL ACCOUNT		FUNDING	FY 2015
NEW EQUIPMENT - VEHICLES						
No Amount Requested						
TOTAL NEW EQUIPMENT - VEHICLES			**XXX-XXXX-XXX.64-17**			**-**
DURABLE GOODS						
No Amount Requested				001		-
TOTAL DURABLE GOODS			**XXX-XXXX-XXX.64-20**			
SOFTWARE						
Windows 7 Licenses for Library Laptops			001-7101-571.64-23	001	Pay as you Go	1,200
Envista Software (Water Treatment Share)			401-3301-533.64-23	401	Pay as you Go	5,500
TOKAY link to H.T.E - Cross Connection Program			401-3302-533.64-23	401	Pay as you Go	3,500
Envista Software (Wastewater Treatment Share)			401-3501-535.64-23	401	Pay as you Go	5,000
Envista Software (Wastewater Share)			401-3504-535.64-23	401	Pay as you Go	5,000
TOTAL SOFTWARE			**XXX-XXXX-XXX.64-23**			**20,200**
FUTURE PROJECTS						
Gateway / Wayfinding Signs			001-1501-515.64-25	001	Pay as you Go	50,000
Parking Lot for the Pavilion			001-4102-541.64-25	001	Pay as you Go	58,407
Concept Plan for Library Expansion			001-7101-571.64-25	001	Pay as you Go	40,000
Tavares Nature Park Restoration			001-7201-572.64-25	001	Pay as you Go	10,000
Security Camera for Aesop's Park			001-7201-572.64-25	001	Pay as you Go	7,000
Security Camera for Tavares Recreation Park			001-7201-572.64-25	001	Pay as you Go	7,000
Signs at Tavares Nature & Recreation Parks, Stover, & Skate Park			001-7201-572.64-25	001	Pay as you Go	3,500
Wooton Park Expansion			151-7201-572.64-25	151	Grants	248,000
Fox Run Drainage			403-3801-538.64-25	403	Pay as you Go	55,000
David Walker 16" Water Main Extension			441-3301-533.64-25	441	Pay as you Go	115,000
12" Water Main From David Walker			441-3301-533.64-25	441	Pay as you Go	16,500
ISBA Study			441-3501-533.64-25	441	Pay as you Go	100,000
David Walker Force Main Extension			441-3501-533.64-25	441	Pay as you Go	115,000
Construction Cost: Upgrade LS49			441-3501-533.64-25	441	Pay as you Go	137,500
Equalization Tank - Design Cost			441-3501-533.64-25	441	Pay as you Go	431,500
Aerators			441-3501-533.64-25	441	Pay as you Go	34,500
12" Water Main Line			443-3302-533.64-25	443	Pay as you Go	104,000
Engineering Design & Construction - 12" Water Main Extension			443-3302-533.64-25	443	Pay as you Go	125,000
Engineering Design & Construction - 8" Water Main Extension			443-3302-533.64-25	443	Pay as you Go	20,000
Digester Blower Replacement			443-3501-535.64-25	443	Pay as you Go	90,000
Directional Bore Under SR19 Study			443-3501-535.64-25	443	Pay as you Go	100,000
Mixers for Train 2			443-3501-535.64-25	443	Pay as you Go	40,000
Rehab LS 33			443-3504-535.64-25	443	Pay as you Go	57,000
TOTAL FUTURE PROJECTS			**XXX-XXXX-XXX.64-25**			**1,964,907**
SRF RECLAIM - PHASE I						
No Amount Budgeted				444		
TOTAL SRF RECLAIM - PHASE 1			**XXX-XXXX-XXX.65-71**			**-**
ROAD CONSTRUCTION						
No Amount Budgeted						-
TOTAL ROAD CONSTRUCTION			**XXX-XXXX-XXX.65-80**			**-**
STANDING ORDER - NATIONAL LIBRARY						
Reference Books for Library			001-7101-571.66-10	001	Pay as you Go	2,200
TOTAL STANDING ORDER - NATIONAL LIBRARY			**XXX-XXXX-XXX.66-10**			**2,200**
MAJOR COLLECTION BOOKS						
Books for Library			001-7101-571.66-20	001	Pay as you Go	39,000
TOTAL MAJOR COLLECTION BOOKS			**XXX-XXXX-XXX.66-20**			**39,000**
TOTAL CAPITAL EXPENDITURES - ALL FUNDS						**3,295,808**
Total Funding from Operations - Pay as you go					Pay as you Go	**2,822,808**
Total Funding from Infrastructure Sales Tax						**-**
Total Funding from Grants					Grants	**323,000**
Total Funding from Water/Wastewater Impacts						**-**
Total Funding from Police Impacts						**-**
Total Funding from P&R Impacts						**-**
Total Funding from Other						**-**
Total Funding from Debt Service						**-**
Total Funding from Capital Lease					Capital Lease	**150,000**

*****Other Funding Sources include State Revolving Loan Fund, Bond Financing, Police Automation, Bank Loans, FDOT and/or Grants.***

CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

CAPITAL LISTING SCHEDULE - ALL FUNDS

DESCRIPTION	QTY	PROJ	GL ACCOUNT		FUNDING	FY 2015
GENERAL GOVERNMENT						
Council Chambers Laptop			001-1202-512.64-13	001	Pay as you Go	1,200
TOTAL GENERAL GOVERNMENT						1,200
FINANCE						
Computers for Finance & Utility Billing Staff (9)			001-1301-513.64-13	001	Pay as you Go	9,900
Computer for New Employee			001-1301-513.64-14	001	Pay as you Go	1,260
Barcode System - Inventory Integration with Financial Software			001-1301-513.64-15	001	Pay as you Go	24,464
TOTAL FINANCE						35,624
INFORMATION TECHNOLOGY						
Network Server ("F" drive) Replacement			001-1302-513.64-10	001	Pay as you Go	8,000
Back up Computer			001-1302-513.64-13	001	Pay as you Go	933
Loaner Laptops (3)			001-1302-513.64-13	001	Pay as you Go	3,600
Computer for New Employee			001-1302-513.64-14	001	Pay as you Go	1,260
Application Server			001-1302-513.64-15	001	Pay as you Go	16,000
TOTAL INFORMATION TECHNOLOGY						29,793
COMMUNITY DEVELOPMENT						
Computers for Planning & Zoning Staff (8)			001-1501-515.64-13	001	Pay as you Go	7,464
Gateway / Wayfinding Signs			001-1501-515.64-25	001	Pay as you Go	50,000
TOTAL COMMUNITY DEVELOPMENT						57,464
CITY CLERK						
Computers for City Clerk & Deputy City Clerk			001-1601-512.64-13	001	Pay as you Go	1,866
TOTAL CITY CLERK						1,866
HUMAN RESOURCES						
Badge Machine			001-1701-513.64-10	001	Pay as you Go	1,195
Computers for Human Resources Staff (2)			001-1701-513.64-13	001	Pay as you Go	1,860
TOTAL HUMAN RESOURCES						3,055
FLEET MAINTENANCE						
Replacement Toolbox - Vehicle Maintenance			001-1901-549.64-10	001	Pay as you Go	2,500
35 Ton Air Service Jack			001-1901-549.64-10	001	Pay as you Go	1,135
Computer for Fleet Staff Member			001-1901-549.64-14	001	Pay as you Go	1,100
Hi-Volume Multiple Tier Inflating System			001-1901-549.64-15	001	Pay as you Go	2,240
TOTAL FLEET MAINTENANCE						6,975
POLICE DEPARTMENT						
In-Car Video Cameras (6)			001-2101-521.64-10	001	Pay as you Go	30,350
Computers for Police Department Staff (16)			001-2101-521.64-13	001	Pay as you Go	17,600
Semi-Ruggedized Laptops for Police Department (4)			001-2101-521.64-13	001	Pay as you Go	6,400
Laptops for Police Department (8)			001-2101-521.64-13	001	Pay as you Go	9,600
TOTAL POLICE DEPARTMENT						63,950
CODE ENFORCEMENT						
Laptop for Code Enforcement			001-2103-521.64-13	001	Pay as you Go	1,200
TOTAL CODE ENFORCEMENT						1,200
FIRE DEPARTMENT						
Computers for Fire Department Staff			001-2201-522.64-13	001	Pay as you Go	8,664
Headset System for Pierce Fire Truck			001-2201-522.64-15	001	Pay as you Go	4,400
LED Light Bar for SutphenTruck			001-2201-522.64-15	001	Pay as you Go	2,000
TOTAL FIRE DEPARTMENT						15,064
ALS						
Toughbooks for Incident Report Writing (2)			001-2202-522.64-14	001	Pay as you Go	5,000
TOTAL ALS						5,000
GENERAL SERVICES						
Corrosive Cabinet			001-4101-541.64-10	001	Pay as you Go	1,570
Computer for Public Works Admin Assistant			001-4101-541.64-13	001	Pay as you Go	950
Laptop for General Services Manager			001-4101-541.64-14	001	Pay as you Go	1,500
Facility Management Software			001-4101-541.64-14	001	Pay as you Go	1,800
Stihl MS660 Chainsaw			001-4101-541.64-15	001	Pay as you Go	1,526
Fuel Cabinet			001-4101-541.64-15	001	Pay as you Go	1,448
TOTAL GENERAL SERVICES						8,794
STREETS AND ROADS						
Repair and Construction of City Sidewalks			001-4102-541.63-20	001	Pay as you Go	15,000
Sidewalk Grinding Program			001-4102-541.63-20	001	Pay as you Go	20,000
Computer for Roads Manager			001-4102-541.64-14	001	Pay as you Go	1,000
Vibratory Plate Compactor			001-4102-541.64-15	001	Pay as you Go	1,474
Concrete Saw			001-4102-541.64-15	001	Pay as you Go	1,119
Parking Lot for the Pavilion			001-4102-541.64-25	001	Pay as you Go	58,407
Alleyway Brick Pave - 1 Block			151-4102-541.63-30	150	Grants	75,000

CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

CAPITAL LISTING SCHEDULE - ALL FUNDS

DESCRIPTION	QTY	PROJ	GL ACCOUNT	FUNDING	FY 2015
TOTAL STREETS AND ROADS					172,000

CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

CAPITAL LISTING SCHEDULE - ALL FUNDS

DESCRIPTION	QTY	PROJ	GL ACCOUNT		FUNDING	FY 2015
ECONOMIC DEVELOPMENT						
Computer for Economic Development			001-5901-559.64-13	001	Pay as you Go	933
TOTAL ECONOMIC DEVELOPMENT						933
LIBRARY						
Desktop Computers for Library Staff (3)			001-7101-571.64-13	001	Pay as you Go	2,799
Windows 7 Licenses for Library Laptops			001-7101-571.64-23	001	Pay as you Go	1,200
Concept Plan for Library Expansion			001-7101-571.64-25	001	Pay as you Go	40,000
Reference Books for Library			001-7101-571.66-10	001	Pay as you Go	2,200
Books for Library			001-7101-571.66-20	001	Pay as you Go	39,000
TOTAL LIBRARY						85,199
PARKS						
Kubota Lawn Mower			001-7201-572.64-10	001	Pay as you Go	12,500
Computers for Parks Staff (3)			001-7201-572.64-13	001	Pay as you Go	2,799
Bobcat Track Loader with Bucket Forks			001-7201-572.64-15	001	Pay as you Go	57,526
Tavares Nature Park Restoration			001-7201-572.64-25	001	Pay as you Go	10,000
Security Camera for Aesop's Park			001-7201-572.64-25	001	Pay as you Go	7,000
Security Camera for Tavares Recreation Park			001-7201-572.64-25	001	Pay as you Go	7,000
Signs at Tavares Nature & Recreation Parks, Stover, & Skate Park			001-7201-572.64-25	001	Pay as you Go	3,500
TDC Grant			151-7201-572.64-25	151	Grants	248,000
TOTAL PARKS						348,325
RECREATION						
Computers for Recreation Staff (3)			001-7202-572.64-13	001	Pay as you Go	2,799
TOTAL RECREATION						2,799
WATER TREATMENT						
Property for Future Well Site (Wells #3 & 4)			401-3301-533.61-10	401	Pay as you Go	40,000
Chlorinator Vacuum Switch			401-3301-533.64-10	401	Pay as you Go	1,320
V-10K Chlorinator			401-3301-533.64-10	401	Pay as you Go	3,680
Chlorinator Automatic Switchover Regulator			401-3301-533.64-10	401	Pay as you Go	3,190
Computer for Water Department			401-3301-533.64-13	401	Pay as you Go	933
Pole Barn Storage (Water Treatment Share)			401-3301-533.64-15	401	Pay as you Go	2,500
Equipment to GPS New Meters			401-3301-533.64-15	401	Pay as you Go	5,000
Envista Software (Water Treatment Share)			401-3301-533.64-23	401	Pay as you Go	5,500
David Walker 16" Water Main Extension			441-3301-533.64-25	441	Pay as you Go	115,000
12" Water Main From David Walker			441-3301-533.64-25	441	Pay as you Go	16,500
Emergency Replacement Pumps			443-3301-533.64-10	443	Pay as you Go	15,000
Emergency Replacement Motors			443-3301-533.64-10	443	Pay as you Go	15,000
TOTAL WATER TREATMENT						223,623
WATER DISTRIBUTION						
Fire Hydrants (2)			401-3302-533.64-10	401	Pay as you Go	3,778
Underground Boring Tool			401-3302-533.64-10	401	Pay as you Go	6,000
Ford 350 with Crane, Lights, Radio, etc			401-3302-533.64-11	401	Pay as you Go	68,623
Rough Laptop for City Locator Truck			401-3302-533.64-13	401	Pay as you Go	2,400
Air Compressor & Accessories for Backflow Device Repairs			401-3302-533.64-15	401	Pay as you Go	2,900
Insertion Valve Program 6" or 12"			401-3302-533.64-15	401	Pay as you Go	13,000
Hydrant Seat Remover Repair Tool & Accessories			401-3302-533.64-15	401	Pay as you Go	10,120
TOKAY link to H.T.E - Cross Connection Program			401-3302-533.64-23	401	Pay as you Go	3,500
12" Water Main Line			443-3302-533.64-25	443	Pay as you Go	104,000
Engineering Design & Construction - 12" Water Main Extension			443-3302-533.64-25	443	Pay as you Go	125,000
Engineering Design & Construction - 8" Water Main Extension			443-3302-533.64-25	443	Pay as you Go	20,000
TOTAL WATER DISTIBUTION						359,321
WASTEWATER TREATMENT						
LED Lights for Water Treatment Plant Yard & Street Lights			401-3501-535.64-10	401	Pay as you Go	113,425
Computers for Wastewater Treatment (5)			401-3501-535.64-13	401	Pay as you Go	5,199
Computer for Mechanic Position			401-3501-535.64-13	401	Pay as you Go	1,500
Pole Barn Storage (Wastewater Treatment Share)			401-3501-535.64-15	401	Pay as you Go	12,500
Envista Software (Wastewater Treatment Share)			401-3501-535.64-23	401	Pay as you Go	5,000
ISBA Study			441-3501-533.64-25	441	Pay as you Go	100,000
David Walker Force Main Extension			441-3501-533.64-25	441	Pay as you Go	115,000
Construction Cost: Upgrade LS49			441-3501-533.64-25	441	Pay as you Go	137,500
Equalization Tank - Design Cost			441-3501-533.64-25	441	Pay as you Go	431,500
Aerators			441-3501-533.64-25	441	Pay as you Go	34,500
Replacement of Motors, Pumps, Etc.			443-3501-535.64-10	443	Pay as you Go	36,000
Breakers & Drivers			443-3501-535.64-10	443	Pay as you Go	20,000
Replace Worn Digester Air Diffusers			443-3501-535.64-10	443	Pay as you Go	1,200
Digester Blower Replacement			443-3501-535.64-25	443	Pay as you Go	90,000
Directional Bore Under SR19 Study			443-3501-535.64-25	443	Pay as you Go	100,000
Mixers for Train 2			443-3501-535.64-25	443	Pay as you Go	40,000
TOTAL WASTEWATER TREATMENT						1,243,324

CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

CAPITAL LISTING SCHEDULE - ALL FUNDS

DESCRIPTION	QTY	PROJ	GL ACCOUNT		FUNDING	FY 2015
WASTEWATER REUSE						
Incubator/Oven/Refrigerator - Contingency			401-3502-535.64-10	401	Pay as you Go	5,500
Visoturb TSS Probe - Contingency			401-3502-535.64-10	401	Pay as you Go	3,000
Ice Machine - Reuse O&M Building			401-3502-535.64-15	401	Pay as you Go	3,500
Tables for Outside Training Room			401-3502-535.64-15	401	Pay as you Go	1,800
TOTAL WASTEWATER REUSE						13,800
WASTEWATER LAB						
Laboratory Autoclave for Sterilization			401-3503.535-64-10	401	Pay as you Go	8,000
Foss Digestahl Scrubber System - Hazardous Fume Neutralization			401-3503.535-64-10	401	Pay as you Go	7,500
Monitoring Well Submersible Pump Head and Cable			401-3503.535-64-10	401	Pay as you Go	3,000
Computers for Lab Staff (2)			401-3503-535.64-13	401	Pay as you Go	2,133
Laptop for Splash Park Lab Tech			401-3503-535.64-14	401	Pay as you Go	1,500
TOTAL WASTEWATER LAB						22,133
WASTEWATER COLLECTION						
Push Camera			401-3504-535.64-10	401	Pay as you Go	10,000
Crane for Truck #829			401-3504-535.64-10	401	Pay as you Go	5,000
Computers for Wastewater Collection Staff (3)			401-3504-535.64-13	401	Pay as you Go	2,799
Laptop w/mount for Locates			401-3504-535.64-14	401	Pay as you Go	2,500
Envista Software (Wastewater Share)			401-3504-535.64-23	401	Pay as you Go	5,000
Stationary Generator for Liftstation 4			401-3504-535-64.15	401	Pay as you Go	35,000
Strobe Lights for Vac Truck			401-3504-535-64.15	401	Pay as you Go	2,000
Pole Barn Storage (Wastewater Share)			401-3504-535-64.15	401	Pay as you Go	12,500
Ford F250 including light bars, etc.			401-3504-535.64-11	401	Pay as you Go	28,210
Replacement Pumps for Lift Stations			443-3504-535.64-10	443	Pay as you Go	20,000
Pumps for Liftstation Upgrades			443-3504-535.64-15	443	Pay as you Go	40,000
Rehab LS 33			443-3504-535.64-25	443	Pay as you Go	57,000
TOTAL WASTEWATER COLLECTION						220,009
SOLID WASTE						
Replacement for Unit 612			402-3401-534.64-11	402	Pay as you Go	140,000
Refurbishment of Unit 620			402-3401-534.64-11	402	Pay as you Go	18,000
Computers for Solid Waste Staff (2)			402-3401-534.64-13	402	Pay as you Go	1,866
TOTAL SOLID WASTE						159,866
STORM WATER						
Boom Mower			403-3801-538.64-10	403	Capital Lease	150,000
Computers for Stormwater Staff (2)			403-3801-538.64-13	403	Pay as you Go	1,866
Laptop for Truck #325-View Maps & GIS Info			403-3801-538.64-14	403	Pay as you Go	1,500
Fox Run Drainage			403-3801-538.64-25	403	Pay as you Go	55,000
TOTAL STORM WATER						208,366
MARINA / SEAPLANE BASE						
Pressure Washer			405-4304-543.64-10	405	Pay as you Go	1,000
TOTAL MARINA / SEAPLANE BASE						1,000
PAVILION						
Start up Equipment for Pavilion			406-7501-575.64-15	406	Pay as you Go	5,125
TOTAL PAVILION						5,125
TOTAL CAPITAL EXPENDITURES - ALL FUNDS						**3,295,808**

GLOSSARY OF ACCOUNTS

CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

GLOSSARY OF ACCOUNTS

SALARY & WAGES

11 10 **Executive salaries:** City Council salary expenditures.

12 10 **Regular Salaries**: Salaries for employees who are scheduled on a continuing basis and for the standard number of working hours per week (generally 40 hours). Employees in this category typically receive all the rights and benefits as provided for in the Personnel Rules or a Union Agreement.

13 10 **Other salaries and wages:** Expenditures for temporary, contract, or lease employees.

14 10 **Overtime wages:** Wages for hours worked in excess of the regular work week, as defined by the FLSA. Generally these wages are calculated at one and a half times the regular rate of pay.

14 20 **Overtime/Off-duty overtime** (Police Department): Overtime worked by Police Officers hired by outside agencies who then pay the City for the Police services.

SPECIAL PAY

15 30 **Incentive Pay** (Police Department): Paid monthly to Police Officers who complete additional training and/or earn a college degree from an accredited college or university.

OTHER EMPLOYEE COSTS

21 10 **FICA – Employer Contributions**: Social Security payments made to the Internal Revenue Service by the City; 7.65% of employee compensation.

22 10 **Retirement Contributions:** City contributions to 401(a) defined contribution plan for employees based on annual earnings.

22 20 **Retirement Contributions:** City contributions to the Florida Retirement Services Plan for General Employees.

23 10 **Health Insurance**: City's cost of premiums for employee health insurance coverage.

23 15 **Dental Insurance:** City's cost for employee dental premiums.

23 20 **Life Insurance**: City's cost of premiums for employee life insurance coverage.

23 21 **Short-Term Disability Insurance:** City's cost of premiums for employee short-term disability insurance coverage.

23 30 **Dependent Health Insurance**: Cost for City's portion of insurance premiums for employee dependent health insurance coverage.

23 35 **Dependent Dental Insurance:** City's cost for employee dependent dental premiums.

23 40 **Long-Term Disability Insurance**: City's cost of premiums for employee disability insurance coverage.

GLOSSARY OF ACCOUNTS

23 50 **Administrative Fees**: Administrative expenditures related to various insurances provided to employees.

24 10
Worker's Compensation: Premiums and benefits for Worker's Compensation insurance coverage.

25 10
Unemployment Compensation: Contingency payments to former employees as required by law.

PROFESSIONAL/CONTRACTUAL SERVICES

31 10 **City Attorney:** Expenditures for legal services provided to the City.

31 15 **Engineering:** Expenditures for engineering services related to planning, utilities, roads, and buildings.

31 20 **Election Expense:** Costs related to City-wide municipal elections.

31 25
Psychological Test & Poly: Expenditures for employment related testing (generally Police or Fire).

31 27 **Medical Screening:** Expenditures for employment-related testing.

31 30 **Impact Fee Study:** Costs to conduct studies related to fee structure for various impact fees.

31 45 **C.U.P. Renewal:** Costs related to renewing water permit from Water Management District.

31 50 **Maintenance Fees (ICMA):** Administration fees for maintaining ICMA deferred compensation accounts for employees.

31 55 **Maintenance Fees (Nationwide):** Administration fees for maintaining Nationwide deferred compensation accounts for employees.

31 60 **Permit and Compliance Fees:** Costs and related expenditures for obtaining compliance required permitting from various State agencies.

ACCOUNTING & AUDITING

32 10 **Auditing Services:** Expenditures for annual audit of financial statements as required by Florida Statutes.

32 20 **Board Member Payments:** Payments to members of various City Boards.

32 30
Code Enforcement/Special Master: Payments to Special Master for code enforcement hearings.

CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

GLOSSARY OF ACCOUNTS

OTHER CONTRACTUAL SERVICES

34 10 **Contractual Services:** Expenditures for contract-related services including maintenance, landscaping, meter reading, cleaning services, etc.

34 20 **So/EMS:** Lake County Sheriff OFC dispatch services contract.

34 30 **Network Administration:** Expenditures related to network administration and support.

TRAVEL & PER DIEM

40 10 **Travel & Per Diem:** Travel expenditures for seminars and conventions**.**

40 20 **Police Education Expense:** Expenditures for training seminars and educational classes for police officers**.**

40 30 **Board Member Education:** Expenditures for training seminars for elected and appointed members of City Boards.

COMMUNICATION & FREIGHT

41 10 **Telephone:** Expenditures for local and long distance telephone service.

41 20 **Other Communication:** Expenditures for beepers, radios, cell phones and other communication devices**.**

41 25 **Website:** Expenditures for Website maintenance.

41 30 **Postage:** Postage for all City Departments; includes postage for brochures, newsletter, utility bills, FedEx, Express Mail, courier services, and special mailings.

RECYCLING

42 10 **Recycling Containers:** Expenditures for purchase of recycle containers for utility customers.

UTILITIES

43 10 **Electric, Water, Gas:** Expenditures for water, electric and gas services for City facilities.

43 20 **Landfill Costs:** Costs for solid waste disposal (residential customers).

43 30 **Waste Management:** Costs for solid waste pick-up and disposal (commercial).

RENTALS & LEASES

44 10 **Rentals & Leases:** Costs for rental or lease of equipment or facilities for City operations**.**

CITY OF TAVARES
ADOPTED BUDGET
FISCAL YEAR 2014-2015

GLOSSARY OF ACCOUNTS

INSURANCE

45 10 **Liability Insurance:** Cost of premiums for protection against catastrophic loss, General Liability, and Property; includes other miscellaneous insurance requirements.

REPAIRS & MAINTENANCE

46 10 **Building:** General repairs and maintenance on existing City buildings, including Maintenance contracts for air conditioners.

46 11 **Docks:** General repairs and maintenance to docks at Marina.

46 12 **Pavilion:** General repairs and maintenance to the Pavilion.

46 13 **Prop Shop:** General repairs and maintenance to the Prop Shop.

46 14 **Utility Building:** General repairs and maintenance to the Utility Building.

46 15 **Equipment:** Routine and preventative maintenance and testing for major City equipment, including pump stations, meters, water valves and similar items.

46 16 **Fueling System:** General repairs and maintenance to fueling system at Marina.

46 17 **Insurance Recovery:** Restoration or replacement costs of impaired assets funded by insurance recovery monies; includes cost of deductibles.

46 20 **Computer:** Routine and preventative maintenance for computers & related equipment.

46 25 **Miscellaneous:** Maintenance and repair of items other than buildings.

46 30 **Vehicles:** Preventative and ordinary costs incurred for repairing and maintaining City vehicles. Does not include replacement of major vehicle components such as engine or transmission.

46 35 **Mowers:** Routine and preventative maintenance for City-owned mowers and related equipment.

46 37 **Marine Vessel:** Water Taxi repair and maintenance.

46 38 **Fire Vehicle Repair:** Preventative and ordinary costs incurred for repairing and maintaining fire vehicles.

46 40 **Traffic Lights:** Routine & preventative maintenance for traffic signals within the City.

46 41 **Stormwater Repairs:** Routine and preventative maintenance of storm drains.

46 45 **Exterminating:** Expenditures for routine and preventative exterminating services.

46 50 **Distribution:** Repair and maintenance of water distribution lines.

46 60 **Copy Machines:** Expenditures for copy machine maintenance and repairs.

46 70 **Playground:** Ordinary repairs and maintenance for playground equipment (Wooton Park).

46 71 **Facilities:** Repair and maintenance of facilities at the Marina and Seaplane Base.

46 80 **Lift Station Repair:** Includes costs for improvements of wastewater lift stations.

46 81 **Pump Repair:** Costs for repair of water and wastewater pumps.

46 82 **Collection Line Repair:** Costs for repair and maintenance of wastewater collection lines.

46 85 **SCADA Maintenance:** Costs for repair and maintenance of the SCADA systems for water and wastewater.

PRINTING & BINDING

47 10 **Printing and Binding:** Costs for printing and binding services.

47 20 **Preservation of Books:** Expenditures for preservation of library books.

47 30 **Book Binding:** Expenditures for binding library books**.**

47 40 **Codification Expenditures:** Costs for codifying City Ordinances.

PROMOTIONAL ACTIVITIES

48 10 **City Appreciation:** Expenditures for public activities related to citizen appreciation**.**

48 20 **Light Up Main Street:** Expenditures for annual holiday/Christmas Light Up Tavares festivities in December (other than decorations).

48 22 **Light Up Main Street:** Expenditures for annual holiday/Christmas Light Up Tavares decorating.

48 30 **4th of July:** Annual Independence Day celebration expenditures**.**

48 40 **Adult Programs:** Expenditures for adult library and parks programs.

48 50 **Children's Reading Program:** Expenditures for children's library reading programs**.**

48 60 **Sponsored Events:** Expenditure for City-sponsored events.

48 65 **Sister City:** Sister City program expenses.

CURRENT CHARGES

49 10 **Advertising:** Costs for advertising and publication of public notices.

49 20 **Self Ins. Actuarial Evaluation:** Expenditures for annual self insurance actuarial evaluation (dental insurance).

GLOSSARY OF ACCOUNTS

49 30 **Financial Service Fees:** Expenditures for banking and investments services.

49 32 **Credit Card Processing Fees:** Expenditures related to processing credit card transactions for payment of utility bills and deposits.

49 40 **Developer Obligations:** Expenditures for pioneer agreement obligations**.**

OFFICE SUPPLIES/OPERATING SUPPLIES

51 10 **Office Supplies:** Standard materials and supplies used in daily office operations such as staples, paper, pens, and pencils, etc. Each department defines for its own purpose what is to be included in this line item.

52 10 **Operating Supplies:** Costs for general operating supplies related to department missions.

52 11 **Durable Goods:** Expenditures for items with a cost between $500 - $999, not consumable in nature, and with useful lives expected to exceed more than one operating cycle.

52 13 **Medical:** Costs for medical supplies for Fire Department emergency services.

52 14 **Leak Detection:** Expenditures related to leak detection measures for water and sewer lines.

52 15 **Fuel Costs:** Costs for fuel to operate City vehicles and equipment.

52 16 **Inventory Purchases:** Items purchased for resale by the Marina/Prop Shop.

52 17 **New Meters:** Expenditures for purchase of new water meters.

52 18 **Replacement Meters:** Expenditures for purchase of replacements for existing water meters.

52 19 **Cross Connection Devices:** Expenditures for purchases of cross connection devices for water connections.

52 20 **Newsletter:** Expenditures and related costs for producing City newsletter.

52 22 **Reuse Meters:** Expenditures for purchase of new meters for the water reuse program.

52 23 **Special Projects:** Expenditures for various special City projects.

52 24 **Splash Park Supplies:** Expenditures for supplies used at the Splash Park.

52 25 **Uniforms:** Expenditures for providing employee uniforms for City departments.

52 28
Promo Program Supplies: Expenditures for supplies supporting Economic Development Initiatives.

52 29 **Carts:** Expenditures for replacement of solid waste carts.

CITY OF TAVARES
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GLOSSARY OF ACCOUNTS

52 30
Art in the Square: Expenditures and related costs for holding City-sponsored art shows at City Hall.

52 35
Fire Arm Supplies: Expenditures for providing firearms and related ammunition to Police Officers.

52 36 **Bunker Gear:** Expenditures for purchase of bunker gear for firefighters.

52 40 **Investigation Funds:** Expenditures for investigative activities (police).

52 50 **Training:** Costs for training supplies and classes for various City departments.

52 55 **Police Automation Expense:** Expenditures of the Police Automation Fund (Spec. Rev.)

52 60 **League Lease Expense:** Expenditures related to securing lease financing arrangements**.**

52 61 **Prop Shop Supplies:** Cost of supplies needed for the Prop Shop.

52 62 **Utility General Supplies:** Cost of general supplies needed for the Utility Building.

52 65 **Chemicals:** Costs for chemicals at water and wastewater facilities.

52 59 **Gen Svc Sign Materials:** Expenditures for materials to support the street sign inventory program.

52 70 **Operating Equipment:** Costs for laboratory chemical and testing equipment.

52 75 **Lab Supplies:** Costs for laboratory supplies and testing for Water Department.

52 80 **Operating Supplies/ Lab Operating Supplies:** Costs for additional laboratory supplies**.**

52 85 **Exp Related to TIF District:** TIF district expenditures**.**

52 87 **Downtown Development:** Costs for promoting development and businesses downtown.

52 95 **SCADA Supplies:** Expenditures related to maintenance of the SCADA system in water and wastewater.

ROAD MATERIALS

53 10 **Road Resurfacing:** Costs and related expenditures for routine road resurfacing.

53 20 **Road Materials & Supplies:** Costs for materials and supplies for maintenance**.**

BOOKS, PUBLICATIONS, SUBSCRIPTIONS AND MEMBERSHIPS

54 10 **Books, Pubs, Subscriptions & Memberships:** Dues to professional organizations, professional magazines, and trade journals, etc.

54 20 **Fire Prevention/Public Education:** Costs for public awareness and education for fire prevention.

GLOSSARY OF ACCOUNTS

54 30 **Mildred Hunter Trust Exp:** Administrative costs for administering Mildred Hunter Trust Fund.

EVENTS

55 10 **Summer Youth Programs:** Costs for Parks & Recreation summer programs.

55 20 **Program Costs:** Costs for recreation programs.

55 30 **Individual Property Grant:** TIF awarded grant.

OTHER EXPENDITURES/EXPENSES

59 05 **Transfer to Marina/Seaplane Base:** Transfer of funds to the Marina/Seaplane Base fund.

59 10
Depreciation Expense: Expense for depreciation on City facilities, equipment and improvements**.**

59 13 **Bad Debt Expense:** Expense for uncollectible accounts receivable (utility accounts).

59 15 **Transfers to Gen Fund:** Transfers in lieu of taxes from utility funds.

59 17 **Transfer to Debt Service:** Transfer of funds to the Debt Service Fund for payment of General Fund Debt.

59 20 **Reimbursement to Gen Fund:** Reimbursements from utility funds to General Fund for administrative costs.

59 25 **Transfers to Water/Wastewater:** Transfers from Stormwater to Water and Wastewater Fund.

59 28 **Transfers to Stormwater:** Transfer from General Fund to the Stormwater Fund.

59 35 **Abatement Proceedings:** Costs and related expenditures for property abatement proceedings.

59 40 **Recording & Taxes:** Fees for recording City documents, and costs for taxes on newly acquired properties.

59 45 **Community Service:** Costs for activities related to community service initiatives**.**

59 50 **Uniform Dry Cleaning:** Expenditures for cleaning services (Police Investigators).

59 60 **Amortization:** Amortization costs for debt obligations.

59 65 **Grant Match:** Expenditures for match requirements of awarded grants to the City.

59 70 **Transfer to SRF Loan Debt:** Transfers from water and wastewater operating for SRF debt requirements.

59 75 **Transfer to Fire Impacts:** Transfers to Fire Impact Fund from General Fund.

GLOSSARY OF ACCOUNTS

59 78 **Transfer to W/WW RRI Fund:** Transfer of funds to the water and wastewater renewal and replacement fund to cover cost of upgrading and/or replacing infrastructure.

59 90
Contingency: Funds set aside for unforeseen expenditures. General & Utilities Administration only.

CAPITAL EXPENDITURES/EXPENSES

61 10 **Land:** The cost of purchasing land by the City and all related costs to the purchase such as legal and surveying fees**.**

62 20 **Buildings:** All costs related to new buildings or major building improvements.

63 10 **Street Sign Replacement:** This includes all costs associated with street sign replacement.

63 15 **Improvements Other Than Buildings:** This includes facilities such as water & sewer lines or major capital repairs on equipment.

63 20 **Sidewalk Repair, Replace & Const:** This includes all costs related to sidewalk construction.

63 30 **Paving:** This includes all costs related to street paving.

63 40 **Storm Drainage Repair/Const:** This includes all costs related to storm drain construction and improvements.

63 50 **FDOT US 441 Retention Pond:** This includes all costs related to the US 441 Retention Pond construction and improvements.

63 60 **Improvements Other Than Buildings/Landscaping:** This includes all costs related to landscape improvements on City property or City rights-of-way.

63 61 **Streetscape:** Expenditures for upgrading street rights-of-way.

63 70 **Traffic Signals:** This includes all costs related to Traffic Signal construction and improvements.

63 80 **Park Improvements:** This includes all costs related to Parks construction and improvements.

63 90 **Road Construction:** This includes all costs related to road design and construction.

64 10 **Equipment Replacement:** This includes all costs to replace current equipment in operation (Vehicles, Machinery, Mowers, Trailers, Vessels, Office Equipment, etc.) which costs more than $1,000.00).

64 11 **Vehicle Replacement:** Expenditures related to the purchase of new vehicles to replace existing fleet vehicles.

64 13 **Computer Replacement:** Includes all costs to replace current computers in use (costs more than $1,000.00).

GLOSSARY OF ACCOUNTS

64 14 **New Computers:** Expenditures for new computer purchases. Does not include costs to replace computers currently in use (costs more than $1,000.00).

64 15 **New Equipment:** Costs for all new equipment such as vehicles, mowers, saws, large tools, push mowers, hedge trimmers, lockers, tool boxes, pumps, vacuums, and office furniture such as desks, chairs, book shelves, file cabinets, calculators, etc., exceeding $1,000.

64 17 **New Vehicles:** Expenditures for vehicles which do not replace current fleet vehicles.

64 23 **Software:** Expenditures related to purchases of application software.

64 25 **Future Projects:** Costs for new equipment with a cost greater than $1,000.00, and a useful life greater than one operating cycle, and where another classification is not appropriate.

64 30 **Capital Equipment:** Costs for equipment generally used in the revenue producing process.

64 35 **Meter Replacements:** Costs for replacing water meters.

64 40 **Meters:** Costs for new water meter purchases.

64 45 **Cross Connection Device:** Costs for cross connection device purchases.

64 50 **Capital Grant Match:** Costs associated with grant match requirement.

Construction in Progress:

65 45 **Construction in Progress:** Used to account for undistributed work in progress on construction projects.

65 47 **Capital Line Expansion:** Expenditures related to water/wastewater capital lines.

Books, Publications & Library Materials:

66 10 **Standing Order National Library:** Library subscriptions of national periodicals and journals.

66 20 **Major Collections Books:** Expenditures for library book collections.

DEBT SERVICE

71 XX **Principal Payments:** Principal payments on outstanding loans, or other debt instruments.

72 XX **Interest Payments:** Interest payments on outstanding loans, or other debt instruments**.**

73 XX **Other Debt Service Costs:** Costs other than principal and interest related to debt issuance. Also includes payments for trust and agency fees.

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GLOSSARY OF ACCOUNTS

GRANTS & AIDS

81 10 **Community Grants:** Expenditures related to support of various local activities and community events.

81 20 **FDLE Grant:** Grant expenditures for FDLE grants.

81 30 **FL Dept of AG Grant:** Grant expenditures for FL Dept of AG Grant.

81 40 **Tav-Lee Trail Grant:** Grant expenditures for Tav-Lee Trail.

81 50 **FRDAP Grant:** Grant expenditures for FRDAP projects.

83 10 **Other Grants: E**xpenditures for all other community grants or grant expenditures not otherwise classed.

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CITY OF TAVARES
OPERATING BUDGET
FY 2014 - 2015

TAVARES

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