

**CITY OF TAVARES, FLORIDA
ADOPTED OPERATING BUDGET
FISCAL YEAR 2015-2016**



**Tavares Pavilion On the Lake
Opens for Business in
America's Seaplane City**



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Executive Budget Summary Adopted Budget – Fiscal Year 2015-2016

The City of Tavares Fiscal Year 2015-2016 combined budget includes revenues and expenditures totaling \$37,006,432. This represents an overall increase (all funds) of 5.92% over the prior fiscal year. This increase can be attributed to the following:

General Fund:

- The Adopted Budget includes a Millage Rate of 6.6166 mills.
- The Adopted Budget includes a 5% pay increase for employees.
- The Adopted Budget includes an increase in health insurance premium rates of 15.00%. City will contribute same amount for HMO & PPO (*HMO – employees pay 7.5% more than last year; PPO employees pay the excess over the City HMO Contribution*)
- The Adopted Budget includes an increase in workers' compensation insurance of 5%.
- The Adopted Budget includes increases for FRS Contributions (*Regular Class – 5.9% over prior year, Sr. Mgmt Class – 15.42% over prior year*).
- The Adopted Budget includes various increases for Electric and Water costs
- The Adopted General Fund Budget includes one new position, and one position decreased from full-time to part-time:
 - Police Officer – starting date of March 1, 2016
 - Administrative Receptionist – decreased to Part-Time
- The Adopted Budget includes a 15% increase for General Liability and Property Insurance.
- Additional contractual service needs for service to new facilities (Pavilion, Utilities Admin Building).
- Various operational cost increases
- Election Expenditures
- Wooton Park Memorial
- City Hall Chiller Replacement funded with Capital Lease/Short-Term Financing
- Grant Match for Life-Pak for Advanced Life Support
- Battalion Chief Replacement Vehicle
- One Fire Truck to be purchased with Capital Lease/Short-Term Financing
- Sidewalk Repairs/Replacements
- Street Resurfacing
- Caroline Street Streetscape
- Street Light Costs have been moved from Division 4101 to Division 4102**
- Various other capital expenditures in all operating funds
- Parks & Recreation is now split into three divisions (7201, 7202, & 7203)***

***Electric Cost for Street Lights have been moved from division 4101 (General Services) to 4102 (Streets).*

****Parks Maintenance is shown as Division 7102, Parks Recreation is shown as Division 7202, and Parks Operations is shown as Division 7203.*

Solid Waste:

- Replacement Vehicle for Unit #614 with F150 or equivalent
- Solid Waste Vehicle Rehab

Water/Wastewater/Stormwater:

- One new employee for Wastewater Division
 - Utility Service Maintenance Tech 1 (Wastewater)
- Replace 2008 F-250 4X4 (Unit #925)

- Forklift for Inventory Operations
- Small Street Sweeper for Stormwater
- Automatic gates at Water Plants
- Replace 2001 Ranger Truck with small SUV - Wastewater
- New small SUV – Wastewater
- By-pass pump for Wastewater
- Capital Projects for the Water/Wastewater Fund, Water/Waste Water Impact Fund, and the Water/Wastewater Renewal & Replacement Fund (RRI).

Pavilion:

The Pavilion Budget includes one new full time position and one part time position.

- Pavilion Events Service Coordinator
- Part-time Pavilion Events Support Worker

Capital Expenditures are included within the General Fund, the Grant Fund, Parks Impact Fee Fund, Water and Sewer Operating Fund, the Water and Sewer Impact Fee Fund, the Water and Sewer Renewal & Replacement Fund, the Solid Waste Fund, and the Stormwater Fund. A listing of all capital expenditure items can be found beginning on page 417 of the Adopted Budget Document.

Construction costs for the Wooton Park Project, the Sunset View Project, the CRA Water/Waste Water Projects, and the Stormwater Project are incomplete at this time and have not been included in this Adopted Budget. These items will be added to the Adopted Budget once Construction Costs are available should the projects remain incomplete at 9/30/2015.

The Infrastructure Sales Tax Fund includes debt service payments for major capital programs such as downtown beautification, street paving, and the Wooton Park Seaplane Multi-Modal Project which was refinanced in FY2012 for annual debt service savings.

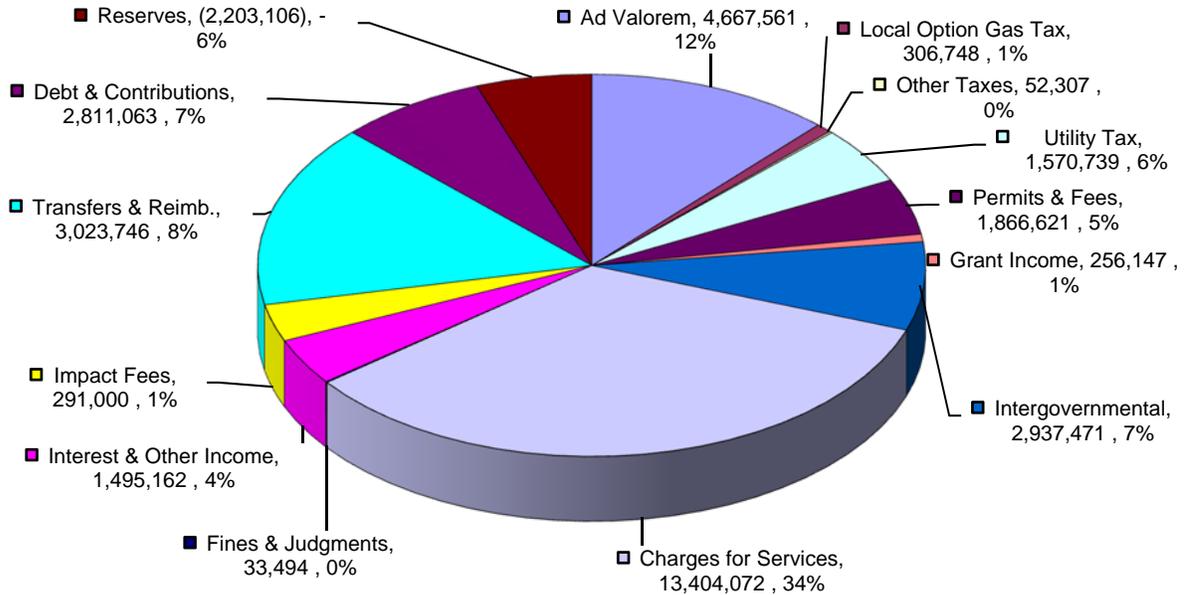
A similar level of service to our residents, and the fiscal year 2016 budget includes a Fire Assessment at 100%. The General Fund includes \$49,599 of un-appropriated revenues which will provide a small increase to General Fund Reserves. The Adopted Budget is expected to maintain a General Fund reserve level of 8.20%.

Reserve appropriations generally correspond to *non-recurring expenditures*. Non-recurring expenditures are generally “capital” expenditures or other expenditures that are expended on a one-time basis.

For the Adopted Budget, Capital Expenditures of the General Fund include:

- Information Technology: Two Fiber Optic Switches, Hard Drive Storage (34 Terabytes)
- Community Development: Wooton Park Memorial, Caroline Streetscape (Debt Service)
- Fleet Maintenance: 12’x24’ Portable Building for Lube Room and Tire Storage
- Fire Department: Replacement Metal Roof for Station 28, Radio, Replace Pierce Fire Truck (*Capital Lease*), Replace Battalion Chief Vehicle (*Capital Lease*)
- General Services: Replace City Hall A/C Chiller (*Capital Lease*)
- Streets & Roads: Sign Replacements, Sidewalks, Road Pavement

Estimated Revenue-All Funds by Category



Millage Rate

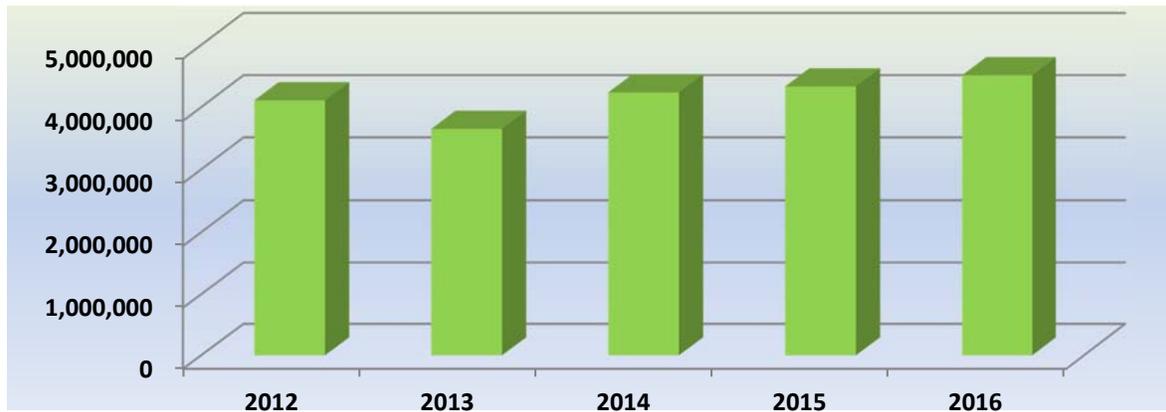
A Historical Perspective – In 2007, the Florida Legislature passed House Bill HB-1B requiring dramatic cuts in local municipal budgets. This bill required cities to roll back taxes to the roll back rate and reduce millage rates further by a state-calculated percentage based on historical growth trends. In order for cities to adopt a rate higher than the maximum millage allowed, a unanimous vote of the elected body was required. In January 2008, the voters of Florida approved a referendum known as “Amendment 1” that further reduced the allowable millage that a city could assess. Amendment 1 provided an additional Homestead Exemption of \$25,000, and allows Florida residents from within or between counties to take their accrued “Save Our Homes”¹ savings/benefits with them. In addition, the Florida Legislature passed a “glitch bill” to further restrict the maximum millage that cities could adopt.

As a result of these changes and the economic environment between FY2009 and FY 2013, the City experienced **significant decreases** in taxable assessed values, 4.88% in 2009, 6.81% in 2010, 16.52% in 2011, 7.68% in 2012, 5.63% in 2013, or a combined decrease of \$324,415,049 between FY2009 and FY2013, a decrease of 41.5%.

The impact of legislative changes and the recent economic environment was significant to the City’s 2009, 2010, 2011, 2012, and 2013 budgets which required significant reserve appropriations in order to maintain service levels to City residents. The impact of legislative changes, the economic conditions of the recent past all contributed to significant decreases in taxable values for the City of Tavares which decreased available ad valorem revenue streams. FY 2014 provided the City the first year of positive growth in Assessed Value or 2.28%. A significant portion of the growth was attributed to gains in new construction such as the Osprey Lodge, the Big House, and three Lakeside downtown hotels.

Adopted Budget - The 2016 Adopted Budget includes a Adopted Millage Rate of 6.6166 mills which is .1117 mills or 1.66% below the prior year millage rate. The Adopted Millage rate is **.94%** above the roll-back rate. The Adopted Millage rate is based on property values certified by the Property Appraiser on July 1, 2015.

Historical Ad Valorem Tax Levies



Community Redevelopment District – TIF

The City's Community Redevelopment area is comprised of two districts, and properties within both districts also experienced decreases in taxable values over the same period as the General Fund (FY2009 - FY2013) as a result of the legislative changes discussed above and the related economic environment.

Combined Taxable values for both districts enjoyed a moderate increase from the prior year. Combined values are expected to increase from \$45,137,318 to an estimated value of \$45,849,022 for FY2016. Revenue for the fund is derived from the annual assessed value incremental increases.

HISTORICAL VALUES FOR TIF DISTRICTS			
Fiscal Year	Taxable Value	Gains	Estimated Revenue
2016	45,849,022	652,568	157,229
2015	45,137,318	1,939,641	152,398
2014	43,197,677	2,045,097	125,440
2013	41,152,580	(1,543,237)	97,585
2012	42,695,817	(1,786,750)	123,089
2011	44,482,567	(7,378,915)	144,600
2010	51,861,482	(3,178,380)	216,924
2009	55,039,862	(1,545,993)	252,065

*assumes 2014 millage rated for all jurisdictions -new rates not available

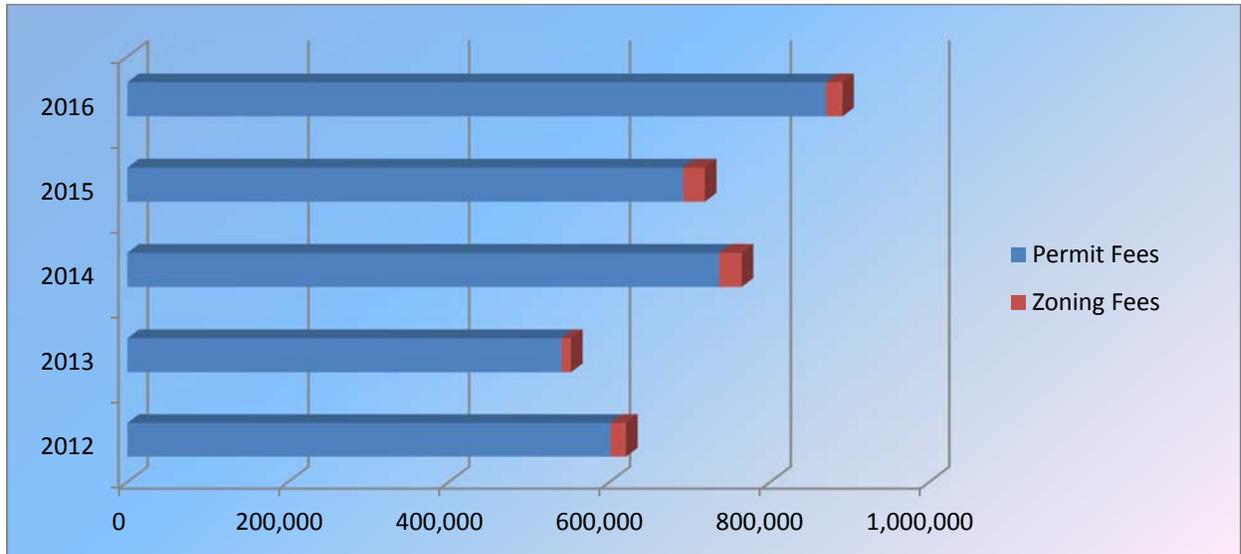
Other Taxes and Franchise Fees

As included in the 2015-2016 Adopted Budget, General Fund revenues from sources other than Ad Valorem taxes (and excluding transfers & reimbursements) are expected to total \$6,005,894. This represents an increase of 3.73% from prior year. This increase is attributable to slightly higher than expected collections for Utility Taxes, Franchise Fees, Building Permits, and State Shared Revenues.

Permits and Fees

The Adopted Budget includes an estimated increase in permit revenue of 25.7% over the prior year. This represents an expected increase in building related activities for the upcoming fiscal

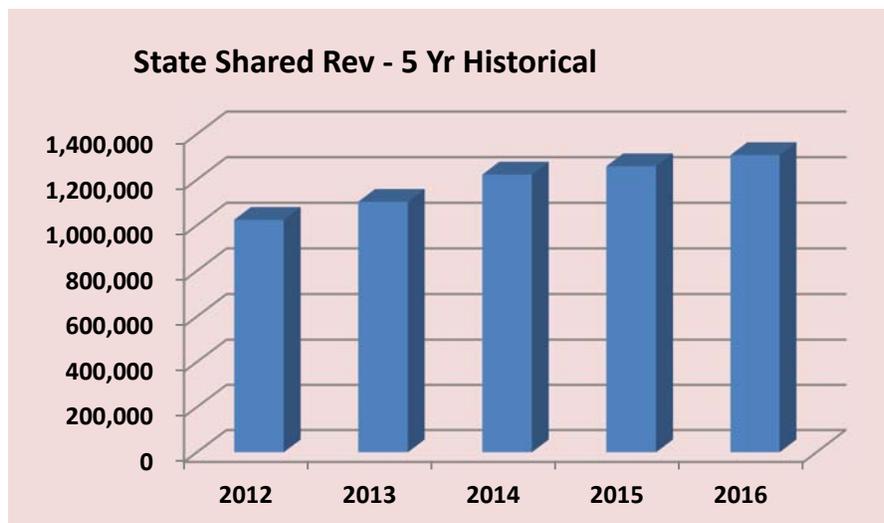
year. Although staff expects building permit activity to increase from that of prior year levels, staff is also hopeful that current local economic indicators will result in higher than anticipated growth within our community with the completion of the Pavilion on the Lake. In addition the City is hopeful that local business projects such as a sports facility and an additional downtown hotel will fuel additional growth in the downtown core. It should be noted that various economic factors affect the stability of this revenue stream.



Intergovernmental Revenue

General Fund revenues for this category are received from the State of Florida Department of Revenue and various other government agencies. Some of the revenues included are Municipal Revenue Sharing, Half-Cent Sales Tax, Florida Department of Transportation Cost Shares, and County Aid to Libraries. Intergovernmental revenues are expected to increase by 10.49% in fiscal year 2016.

Even though total inter-local revenue is expected to increase, State Shared Intergovernmental revenue for Municipal Revenue Sharing and Half Cent Sales Tax (combined) is expected to increase by 9.54%. Increases in these Stated Shared Revenues can be attributed to an improved economic outlook.



Charges for Services

This revenue source includes Recreation Services in the General Fund as well as fees for services provided in the Water/Wastewater, Sanitation, and Stormwater Funds. The Water/Wastewater Fund is expected to experience an increase in service fee collections of 6.5%; this increase is attributable to moderate growth and, and normal annual rate increases for CPI. In addition the City implemented base rates in FY2010. Although rates will increase due to annual base and consumption rate changes of 1% plus CPI, it is expected that actual consumption will affect the overall revenue stream in the coming year. A Rate Study for revenue sufficiency as required by City debt covenants was completed in 2014, and study indicators are encouraging. The current rate structure for Water and Wastewater was placed into effect on October 1, 2009. The 2014 rate study maintained the 2009 rate structure.

The Adopted Stormwater Fund budget includes a fee increase of \$.75 cents per ERU or from \$7.00 per month to \$7.25 per month. This increase will help address project funding needs as well as debt service funding needs related to a State Revolving Loan to address Downtown Stormwater issues. The City has secured several grants that will be used to leverage total project costs. A Rate Study was completed in Fiscal Year 2014 to address Revenue Sufficiency as it relates to debt requirements. The current rates and FY2016 rates were included in the rate Study and approved by the City Council.

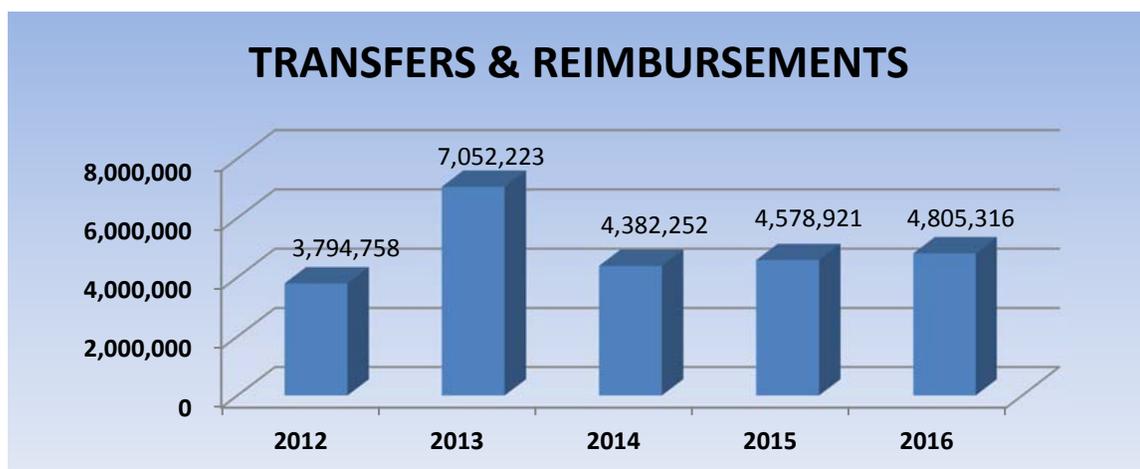
Interest and Miscellaneous

In response to interest rate decreases in the past year, interest and investment revenue has been estimated at a rate significantly lower than in prior years. The current Federal Reserve Policy and the economic outlook appear to support this assumption. This revenue source will be closely monitored in the 2015-2016 fiscal year.

Interfund Transfers

Interfund transfers represent a major source of funding in the General Fund. Transfer amounts remain relatively constant. *Operating* transfers and *reimbursements* presented represent a moderate increase over the prior year amount, 4.41%. The increase excluding fire assessment transfers is attributable to improved cost allocations of internal service departments.

Transfers from the Water/Wastewater Operating Fund to the State Revolving Loan Debt Service Restricted Fund represent debt service obligations of the Wastewater Plant Expansion Project, Water Plant upgrades, the Reclaim Project Preconstruction Loan, and the CRA Water and Wastewater Projects. In addition the General Fund includes transfers from the Fire Assessment Fee Fund for assessable fire service costs.



Fund Balance/Retained Earnings (Reserves)

It is essential for governments to maintain adequate levels of unreserved fund balance to mitigate current and future risks (i.e., revenue shortfalls and unanticipated expenditures) and to ensure stable tax rates. Levels of unreserved fund balance are a crucial consideration as well in long-term financial planning.^a Fund balance reserves are mitigating factors in assessing a city's bond rating, which correlates to lower costs for debt financing and borrowing.

As levels of unreserved fund balances will fluctuate from period to period, the measures considered, according to the Government Finance Officers Association (GFOA), should be considered within the broader context of long-term forecasting to avoid the risk of placing too much emphasis upon the level of unreserved fund balance in the General Fund at any one time. In practice, acceptable levels of unreserved fund balance (expressed as a percentage of revenues or expenditures) typically are less for larger governments than for smaller governments.^a One reason for this difference is simply the extent of the amounts involved in the case of larger governments. Larger governments typically have more diversified revenues and expenditures, thus requiring less unreserved fund balance to protect against volatility.^b

Although the City does not have a formal fund balance policy, the City has practiced good fiscal management in maintaining fund balances within acceptable limits. The GFOA suggests minimum fund balance limits of two to three months of regular operating expenditures for the General Fund or between 5 and 20% of operating expenditures. The 2015-2016 Adopted Budget estimates an unreserved fund balance at 8.20% at 9/30/2016. This level is within the GFOA guidelines

^{a,b} GFOA Bluebook, 2005 Edition

A table of current and projected fund balances for the General Fund, Water/Wastewater, and other Major funds are displayed below:

<i>Estimated Reserve Balances at 9-30-2016</i>							
	Reserve s Availabl e ¹	Projected Revenues	Projected Expenditure s	Estimate d Reserves	Projected Revenues	Projected Expenditure s	Estimate d Reserves
	10/01/14	FY 2015	FY 2015	09/30/15	FY 2016	FY 2016	09/30/16
General	1,186,181	14,088,767	14,051,747	1,223,201	15,643,294	15,593,695	1,272,800
TIF Fund	25,254	183,438	167,834	40,858	170,008	184,000	26,866
Infrastructure	589,844	1,296,309	1,403,397	482,756	1,365,057	1,351,573	496,240
Water/Wastewater	1,995,167	8,420,843	9,487,123	928,887	8,680,658	8,671,580	937,965
	2,181,146						
W/WW Impacts	1,240,056	1,120,329	1,616,597	1,684,878	1,102,979	1,115,000	1,672,857
W/WW RR&I	1,472,895	300,000	733,200	806,855	300,000	297,200	809,655
Solid Waste	1,472,891	2,688,380	2,836,849	1,324,422	2,770,058	2,635,968	1,458,512
Stormwater	444,152	864,826	887,804	421,174	1,064,973	1,001,469	484,678
Seaplane Base	81,072	724,604	728,499	77,177	730,567	730,567	77,177
Pavilion	0	0	0	0	672,647	665,556	7,091

Full-Time Positions: The Adopted Budget includes an increase in the number of funded positions. The Adopted Budget has been prepared with the inclusion of 3.5 new positions, and a decrease of one position from full-time to part-time:

Police Officer – (Hired Date of March 1, 2016)
Wastewater Treatment Operator

Pavilion Event Support Worker
Pavilion Part-time Event Support Worker

The following table provides an overview of funded positions:

POSITION SUMMARY for FY 2016	Authorized Positions
GOVERNMENTAL FUNDS	
Public Safety - Police	30.5
Public Safety - Fire	24.75
General Government (Admin, Gen Ovrhd, Fin/Tech, City Clerk, HR, Legal & Fleet)	23.5
Economic Development	2
Physical Environment (Comm Dev, Gen Svcs, Parks Maintenance)	24
Culture & Recreation (Library, Community Svcs-Parks Oper/Rec)	11.5
Total General Fund	<u>116.25</u>
ENTERPRISE FUNDS	
Water/Wastewater	28
Solid Waste	8
Stormwater	4
Seaplane Base	6.5
Pavilion Fund	4.5
Total Enterprise Funds	<u>51</u>
Authorized Full-time Equivalent Positions	167.25
<i>FT Equivalency for PT Positions is based on the % of hours worked of 2080 hrs.</i>	

Personal Service Wages and Benefits

- The Adopted 2016 Budget assumes a 5% cost of living increase (COLA) for employees.
- Overall salaries and benefits for the City increased \$709,211 or 5.93% from prior year; this increase can be attributed to cost of living increases of 5% effective October 1, 2015, health insurance increases at 15.00%, and the addition of three new positions.
- Health insurance premiums are expected to increase by an average blended rate of 15.00%, which is included in the Adopted Budget. This assumes that 75% of employees will opt for the HMO plan which provides lower out of pocket cost to employees. Rate increases for the past five years have been significantly greater than the expected increase for fiscal year 2016 with the exception of fiscal year 2008 where no increase was realized.

The Adopted Budget includes a 7.5% increase in the amount employees contribute to the HMO Plan. PPO members will contribute a significantly higher amount as City contributions will be the same for HMO and PPO.

- Pension contributions are budgeted at 7.513% (5.9% increase) for FRS Regular Class and 21.631% (15.42% increase) for FRS Senior Management Class (11 members).

FRS Contributions are budgeted at blended rates for the year due to anticipated rate increases effective July 1, 2016.

- Police and Fire pension contributions include all wage enumerations with the exception of over-time which is capped at 300 hours per year. The over-time limitation is due to recent legislative changes. Firefighters are budgeted at 22.46% and Police Officers are budgeted at 21.1%
- Workers' Compensation insurance/benefits are expected to increase moderately for the 2015-2016 fiscal year. A 5% increase is budgeted, although the actual anticipated increase is unknown at this time.

	Wages & Benefits Budget 2015	Wages & Benefits Budget 2016	Increase	Percentage Change
General	8,897,533	9,408,494	510,961	5.74%
Water/Wastewater	1,847,304	1,957,681	110,377	5.98%
Solid Waste	474,555	468,279	(6,276)	-1.32%
Stormwater	234,062	252,852	18,790	8.03%
Seaplane Base	327,453	328,576	1,123	0.34%
Pavilion Fund	177,689	251,925	74,236	41.78%
Total Wages & Benefits	11,958,596	12,667,807	709,211	5.93%

Operating Expenditures

Expenditures related to operational activities (Wages & Operating Materials) increased \$996,029 or 4.04% for all operating funds. Contributions to this increase include:

- Increases in wages and benefits (cola, health insurance, pension, workers' compensation, new positions)
- Expenditure increases are anticipated for general liability insurance, utility services, landfill, and contractual services, Increases for contractual services
- Increases for transfers from the Water/Wastewater Operating to the SRF Debt Service Fund for debt service obligations
- Pavilion Fund budget for a full year
- General liability insurance premiums are expected to increase moderately. Although the exact increase is unknown at this time, the increase is assumed to be 5% for the Adopted Budget.

City of Tavares Operational Expenditures (Wages & Operating)				
	Original Budget 2015	Adopted Budget 2016	Increase (Decrease)	Percentage Change
General	12,906,873	13,488,092	581,219	4.50%
TIF Fund	167,834	184,000	16,166	9.63%
Water/Wastewater	7,489,005	7,705,624	216,619	2.89%
Solid Waste	2,481,463	2,463,155	(18,308)	-0.74%
Stormwater	591,259	667,025	75,766	12.81%
Seaplane Base	725,930	729,567	3,637	0.50%
Pavilion Fund	303,647	424,577	120,930	39.83%

Total	24,666,011	25,662,040	996,029	4.04%
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Note: Table includes transfers. Table does not include capital, debt or community grants.

Debt Service

The fiscal year 2016 Adopted Budget appropriates debt service obligations for the Wooton Park Seaplane Base Project, the Unpaved Road Improvement Project, the 2003 Sales Tax Note, and the Pavilion Fund Note from Sales Tax revenues, the General Fund, and the Pavilion Fund.

Appropriated debt service for the adopted 2016 fiscal year includes lease payment obligations for capital equipment purchases made in prior fiscal years and the adopted FY2016 Budget as well as obligations under the State Revolving Loan Fund: Drinking Water, Reclaim, ARRA, CRA Water Improvements, CRA Wastewater Improvements, Water/Wastewater Refunding Bonds Series 2012A&B, Infrastructure Sales Tax Loan Series 2003, Wooton Park Seaplane Basin Capital Improvement Bond, Unimproved Street Paving Capital Improvement Note, and the 2014 Capital Improvement Note for the Pavilion.

City of Tavares Debt Service Payment Obligations				
	Original Budget 2015	Adopted Budget 2016	Increase (Decrease)	Percentage Increase (Decrease)
General	27,928	93,001	65,073	233.00%
Infrastructure	1,246,631	1,351,573	104,942	8.42%
Debt Service Fund	272,384	299,283	26,899	9.88%
Water/Wastewater	519,994	520,148	154	0.03%
State Revolving Loans	1,434,309	1,802,063	367,754	25.64%
Sunset View Spec Asses	0	109,852	109,852	0.00%
Solid Waste	189,984	93,611	(96,373)	-50.73%
Stormwater	104,742	64,444	(40,298)	-38.47%
Pavilion	0	185,375	185,375	0.00%
Total	3,795,972	4,519,350	723,378	19.06%

Capital Expenditures

The Adopted Budget includes capital expenditures totaling \$3,855,864. The Adopted capital expenditures represent an increase from the prior year budget in the amount of \$483,074 or <1%. The Wooton Park Project and the CRA Water/Waste Water Projects are incomplete at this time and have not been included in this Adopted budget. These items will be added to the Adopted Budget once Construction Costs are available should the projects remain incomplete at 9-30-2015.

**Includes items adopted to be purchased through capital lease*

CITY OF TAVARES CAPITAL EXPENDITURES - COMPARISON TO PRIOR YEAR

	Original Budget 2015	Proposed Budget 2016	Increase (Decrease)	Percentage Increase (Decrease)
General	463,223	1,492,050	1,028,827	222.10%
Police Impacts	110,000	0	(110,000)	0.00%
Park Impacts	0	10,000	10,000	0.00%
Grants	323,000	290,000	(33,000)	-10.22%
Water/Wastewater	449,010	445,808	(3,202)	-0.71%
W/WW Impacts	950,000	915,000	(35,000)	-3.68%
W/WW Renewal & Repl:	703,200	297,200	(406,000)	-57.74%
Solid Waste	159,866	79,202	(80,664)	-50.46%
Stormwater	208,366	270,000	61,634	100.00%
Seaplane Base	1,000	1,000	0	0.00%
Pavilion	5,125	55,604	50,479	984.96%
Total	3,372,790	3,855,864	483,074	14.32%

FUND TYPES AND DESCRIPTION

The City of Tavares uses funds and account groups to report its financial position and the results of operations. A fund is used to maintain control over resources that have been segregated for specific activities or functions. The City, like other state and local governments, uses fund accounting to ensure and demonstrate legal compliance.

A fund is a separate accounting entity with a self-balancing set of accounts. Generally Accepted Accounting Principles (GAAP) establishes eleven fund types. Descriptions of the fund types used by the City of Tavares are listed below:

Governmental Funds – Five of the eleven fund types established by GAAP are Governmental funds. Generally, governmental funds account for activities financed through taxes, intergovernmental revenues, and other non-exchange revenues.

- **General fund** – The general fund is the chief operating fund of a local government. GAAP prescribes that the general fund be used “to account for all financial resources except those required to be accounted for in another fund.” The City’s General Fund is fund 001.
- **Special revenue funds** – funds that account for certain revenues raised for a specific purpose. This is generally due to legal requirements, financial administration, or GAAP requirements. The City of Tavares uses special revenue funds for Police Education (102), Police Automation (103), Community Redevelopment-TIF (105), Special Event Fees (106), Police Impacts (110), Fire Impacts (111), Police Forfeitures (112), Park Impacts (114), Freedom Flag (117), Infrastructure Sales Tax (150), Grants (151), and Pavilion (406).
- **Debt service funds** – accounts for resources to meet current and future debt service requirements on general long-term debt. The City accounts for General Obligation Debt in Debt Service Fund (201).
- **Capital project funds** – used to account for major capital acquisition and construction activity for General Government. The City accounts for major General Government projects in the Capital Project Fund (301) (Ex.: Street Construction for unpaved streets, facilities, etc.).

- **Permanent funds** – used to report resources that are legally restricted to the extent that only earnings, and not principal, may be used. The City utilizes Permanent Funds for the Mildred Hunter Playground Fund (605) and the Library Building Fund (606).

Proprietary Funds – Two of the eleven fund types established by GAAP are classified as proprietary funds.

- **Enterprise fund** – used to report any activity for which a fee is charged to external users for goods or services. Water/Wastewater Operations (401), Water/Wastewater Impacts (441), Woodlea Plant Expansion (444), SRF Loan (445), and Sunset View Sewer Assessment (447) are enterprise funds used by the City, as well as Sanitation Services (402), and Stormwater (403), and the Tavares Seaplane Base (405)
- **Internal service funds** – used to report any activity that provides goods or services to other funds, departments, or agencies of the primary government and its component units, or to other governments, on a cost-reimbursement basis. Dental fund administration is accounted for by the City in an internal service fund (501).
- **Fiduciary funds** – should be used to report assets held in a trustee or agency capacity for others and therefore cannot be used to support the government's own programs. The City utilizes fiduciary funds to account for Police, Fire, and the Hartford General Employees Retirement funds.

^a In 1992, the Florida Constitution was amended to limit the annual increases in the assessed value of property receiving homestead exemption to 3% or the percentage change in the Consumer Price Index, whichever is lower. This assessment limitation is commonly referred to as the "Save Our Homes" or "SOH" cap.

^bThe tax rollback rate is the tax rate that would bring in the same amount of dollars from the previous year.

TABLE OF CONTENTS

ITEM	PAGE NO.:
Executive Budget Summary	i-xii
City-Wide Goals	7
Organizational Chart	9
Historical Millage Assessed Values Table	11
Summary of Revenue, Expenditures, Changes in Reserve	12-14
The Budget Dollar - Where From - Where To	18
Fund Analyses	18-22
Budgeted Position Summary	23-24
Salary and Benefit Costs Over a 5-Year Period	25-27
General Fund Budget Summary	29-31
General Fund Revenue	33-38
Mayor & Council Expenditures	41-43
Administration & General Government Expenditures	45-54
Finance & Technology Expenditures	55-66
Legal Services Expenditures	67-69
Community Development Expenditures	71-78
City Clerk Expenditures	79-84
Human Resources Expenditures	85-90
Public Communications	91-96
Fleet Maintenance Expenditures	97-103
Police Department Expenditures	105-115
Fire Department Expenditures	117-127
General Services Expenditures	129-144
Economic Development Expenditures	145-150
Library Expenditures	151-158
Parks Maintenance Expenditures	159-165
Community Services (Recreation & Park Operations) Expenditures	167-175
Police Education Revenue & Expenditures	177-181
Police Automation Revenue & Expenditures	183-187
Community Redevelopment - TIF Revenue & Expenditures	189-193
Special Events Fund Revenue & Expenditures	195-199
Police Impact Fee Fund Revenue & Expenditures	201-205
Fire Impact Fee Fund Revenue & Expenditures	207-201
Police Forfeitures - State & Federal	213-223
Parks & Recreation Impact Fee Fund Revenue & Expenditures	225-229
Freedom Flag	231-235
Theater Fund	237
Fire Assessment	239-243
Infrastructure Sales Tax Fund Revenue & Expenditures	245-250
Grant Fund Revenue & Expenditures	251-256
Debt Service Fund Revenue & Expenditures	257-261
Capital Project Fund Revenue & Expenditures	263-267

Water & Wastewater Fund Revenue	269-271
Water Department Expenses	273-288
Wastewater Department Expenses	289-309
Solid Waste Fund Revenue & Expenses	311-323
Stormwater Revenue & Expenses	325-335
Marina/Seaplane Base	337-356
Pavilion	357-366
Water/Wastewater Impact Fund Revenue & Expenditures	367-371
Water/Wastewater RRI Fund Revenue & Expenditures	373-377
SRF - State Revolving Loan Const. & Debt Funds	379-389
Sunset View Project Fund	391-397
Trust, Agency and Permanent Funds	399-415
Appendices:	
Capital Listings	417-422
Glossary of Accounts	423-434

TABLE OF CONTENTS BY SUBJECT

ITEM	PAGE NO.:
Administration & General Government Expenditures	43-52
Budgeted Position Summary	23-25
Capital Listings	417-422
Capital Project Fund Revenue & Expenditures	263-267
City Clerk Expenditures	79-84
City-Wide Goals	7
Community Development Expenditures	71-78
Community Redevelopment - TIF Revenue & Expenditures	189-193
Community Services (Recreation & Park Operations) Expenditures	167-175
Debt Service Fund Revenue & Expenditures	257-261
Economic Development Expenditures	145-180
Executive Budget Summary	i-xii
Finance & Technology Expenditures	55-66
Fire Assessment	239-243
Fire Department Expenditures	117-127
Fire Impact Fee Fund Revenue & Expenditures	207-211
Fleet Maintenance Expenditures	97-103
Freedom Flag	231-235
Fund Analyses	19-22
General Fund Budget Summary	29-31
General Fund Revenue	33-38
General Services Expenditures	129-144
Glossary of Accounts	423-434
Grant Fund Revenue & Expenditures	251-256
Historical Millage Assessed Values Table	11
Human Resources Expenditures	85-90
Infrastructure Sales Tax Fund Revenue & Expenditures	245-250
Legal Services Expenditures	67-69
Library Expenditures	151-258
Marina/Seaplane Base	337-356
Mayor & Council Expenditures	41-43
Organizational Chart	11
Parks & Recreation Impact Fee Fund Revenue & Expenditures	225-229
Parks Maintenance Expenditures	159-165
Pavilion	357-366
Police Automation Revenue & Expenditures	183-187
Police Department Expenditures	105-115
Police Education Revenue & Expenditures	177-181
Police Forfeitures - State & Federal	213-223
Police Impact Fee Fund Revenue & Expenditures	207-211
Public Communications	91-96
Salary and Benefit Costs Over a 5-Year Period	25-27

Solid Waste Fund Revenue & Expenses	311-323
Special Events Fund Revenue & Expenditures	195-199
SRF - State Revolving Loan Const. & Debt Funds	379-389
Stormwater Revenue & Expenses	325-335
Summary of Revenue, Expenditures, Changes in Reserve	12-14
Sunset View Project Fund	391-397
The Budget Dollar - Where From - Where To	18
Theater Fund	237
Trust, Agency and Permanent Funds	399-415
Wastewater Department Expenses	289-309
Water & Wastewater Fund Revenue	269-271
Water Department Expenses	273-288
Water/Wastewater Impact Fund Revenue & Expenditures	367-371
Water/Wastewater RRI Fund Revenue & Expenditures	373-377

TABLE OF CONTENTS BY DEPARTMENT

ITEM	FUND	DEPT. NO.	PAGE NO.:
Overview			
Executive Budget Summary			i-xii
City-Wide Goals			7
Organizational Chart			9
Historical Millage Assessed Values Table			11
Summary of Revenue, Expenditures, Changes in Reserve			12-14
The Budget Dollar - Where From - Where To			18
Fund Analyses			18-22
Budgeted Position Summary			23-24
Salary and Benefit Costs Over a 5-Year Period			25-27
General Fund Budget Summary			29-31
General Fund Revenue			33-38
Administration			
Mayor & Council Expenditures	001	1101	41-43
Administration & General Government Expenditures	001	1201 & 1202	45-54
Clerk			
City Clerk Expenditures	001	1601	79-84
Community Development			
Community Development Expenditures	001	1501	71-78
Community Services			
Library Expenditures	001	7101	151-158
Community Services (Recreation & Park Operations) Expenditures	001	7202 & 7203	167-175
Parks & Recreation Impact Fee Fund Revenue & Expenditures	114	0000 & 7201	225-229
Theater Fund	118	7201	237
Pavilion	406	7501	357-366
Economic Development			
Economic Development Expenditures	001	5901	145-150
Community Redevelopment - TIF Revenue & Expenditures	105	0000 & 5901	189-193
Special Events Fund Revenue & Expenditures	106	0000 & 5901	195-199
Marina/Seaplane Base	405	0000, 4304 & 7401	337-356
Finance			
Finance & Technology Expenditures	001	1301 & 1302	55-66
Fire Department			
Fire Department Expenditures	001	2201 & 2202	117-127
Fire Impact Fee Fund Revenue & Expenditures	111	0000 & 2201	207-201
Fire Assessment	122	0000 & 2201	239-243
Human Resources			
Human Resources Expenditures	001	1701	85-90
Police Department			
Police Department Expenditures	001	2101 & 2103	105-115
Police Education Revenue & Expenditures	102	0000 & 2101	177-181
Police Automation Revenue & Expenditures	103	0000 & 2101	183-187
Police Impact Fee Fund Revenue & Expenditures	110	0000 & 2101	201-205
Police Forfeitures - State & Federal	112 & 113	0000 & 2101	213-223
Public Communications			
Public Communications	001	1801	91-96
Public Works			
Fleet Maintenance Expenditures	001	1901	97-103
General Services Expenditures	001	4101 & 4102	129-144
Parks Maintenance Expenditures	001	7201	159-165
Freedom Flag	117	4101	231-235
Solid Waste Fund Revenue & Expenses	402	0000 & 3401	311-323
Utilities			

Water & Wastewater Fund Revenue	401	0000	269-271
Water Department Expenses	401	3301 & 3302	273-288
Wastewater Department Expenses	401	3501- 3504	289-309
Stormwater Revenue & Expenses	403	0000 & 3801	325-335
Water/Wastewater Impact Fund Revenue & Expenditures	441	0000 & 3301 - 3504	367-371
Water/Wastewater RRI Fund Revenue & Expenditures	443	0000 & 3301 - 3504	373-377
SRF - State Revolving Loan Const. & Debt Funds	444 & 445	0000 & 3301 - 3801	379-389
Sunset View Project Fund	447	3301 & 3501	391-397
Other Funds			
Legal Services Expenditures	001	1401	67-69
Infrastructure Sales Tax Fund Revenue & Expenditures	150	0000 & 1201	245-250
Grant Fund Revenue & Expenditures	151	ALL	251-256
Debt Service Fund Revenue & Expenditures	201	0000 & 1201	257-261
Capital Project Fund Revenue & Expenditures	301	ALL	263-267
Trust, Agency and Permanent Funds	601-606	2101, 2201 & 7201	399-415
Appendices:			
Capital Listings			417-422
Glossary of Accounts			423-434



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 2015-2016 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 2015-2016 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.
Applies fiscal responsibility to all aspects of
- 7 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.

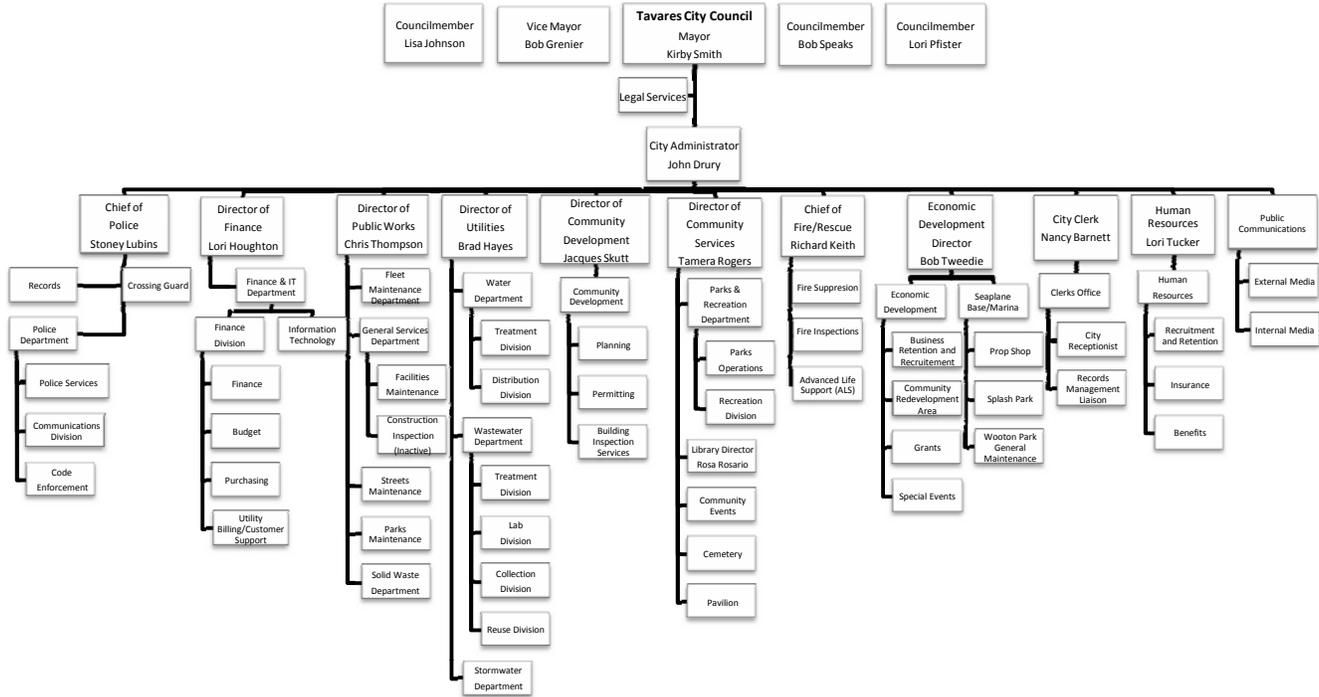
In order to achieve these objectives the City Council will develop and identify its goals and objectives and transmit them to the City Administrator for implementation. The City Council will participate in the implementation of these goals and objectives through City Horizon Projects and appointments 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 2015-2016



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HISTORICAL MILLAGE ASSESSED VALUES

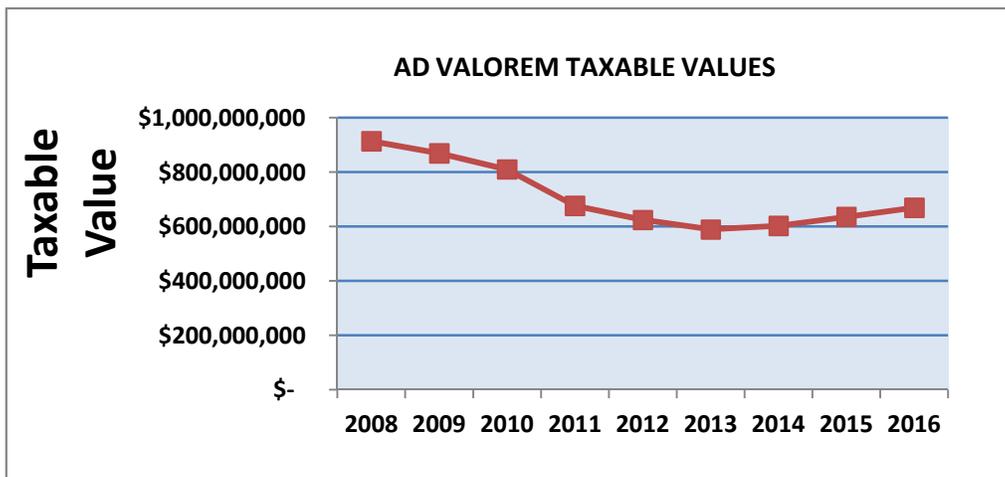
TAX RATE COMPARISON			TAX ROLL COMPARISON			
Year	General Fund	Debt Service	TOTAL:	Year	Taxable Value	Taxable Value % Increase
2005-06	5.4200	0.0000	5.4200	2005-06	\$ 523,213,050	18.14%
2006-07	5.4200	0.0000	5.4200	2006-07	\$ 724,246,068	38.42%
2007-08	5.4200	0.0000	5.4200	2007-08	\$ 913,861,194	26.18%
2008-09	6.2500 ¹	0.0000	6.2500	2008-09	\$ 869,300,751 ¹	-4.88%
2009-10	6.2500	0.0000	6.2500	2009-10	\$ 810,116,659 ³	-6.81%
2010-11	6.9500	0.0000	6.9500	2010-11	\$ 676,263,560 ³	-16.52%
2011-12	6.8900 ²	0.0000	6.8900	2011-12	\$ 624,303,974 ³	-7.68%
2012-13	5.9850	0.4610	6.4462	2012-13	\$ 589,146,145 ⁴	-5.63%
2013-14	6.4531	0.4533	6.9064	2013-14	\$ 602,599,312	2.28%
2014-15	6.7283	0.4286	7.1569	2014-15	\$ 635,693,342	5.49%
2015-16	6.6166	0.4068	7.0234	2015-16	\$ 668,959,923	5.23%

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



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	441,443-445,447 RESTRICTED UTILITY FUNDS*
ESTIMATED REVENUES							
TAXES/FRANCHISE/UTILITY TAX	\$ 6,780,953						
ASSESSMENTS							109,852
PERMITS AND FEES	1,866,621						
INTERGOVERNMENTAL REVENUES	1,517,083						
CHARGES FOR SERVICES	152,290	8,677,075	2,770,058	944,973	318,350	541,326	
FINES & JUDGMENTS	31,844						
INTEREST INCOME & OTHER INCOME	1,397	3,583	-	-	-	40,750	2,979
OTHER INCOME	112,016	-		-	-		
GRANT INCOME	56,147	-					
IMPACT FEES							1,100,000
TOTAL REVENUES	10,518,351	8,680,658	2,770,058	944,973	318,350	582,076	1,212,831
REIMBURSEMENTS/TRANSFERS							
REIMB FROM OTHER FUNDS	1,322,126						
TRANSFERS IN	2,552,817			-	412,217	90,571	2,102,063
TOTAL REIMB/TRANSFERS	3,874,943	-	-	-	412,217	90,571	2,102,063
TOTAL REVENUES & TRANSFERS	14,393,294	8,680,658	2,770,058	944,973	730,567	672,647	3,314,894
OTHER SOURCES							
DEBT PROCEEDS	1,250,000	-	-	120,000			
CONTRIBUTIONS							
FUND BAL APPROPRIATION/(NON-APP)	(49,599)	(9,078)	(134,090)	(63,504)	-	(7,091)	9,221
TOTAL OTHER SOURCES	1,200,401	(9,078)	(134,090)	56,496	-	(7,091)	9,221
GRAND TOTAL REVENUES	\$ 15,593,695	\$ 8,671,580	\$ 2,635,968	\$ 1,001,469	\$ 730,567	\$ 665,556	\$ 3,324,115

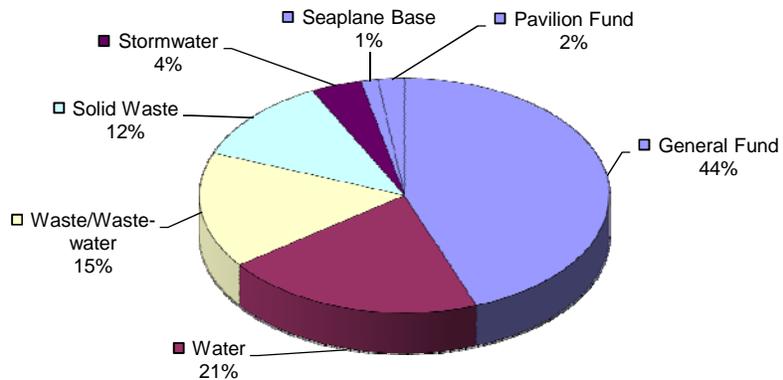
*Restricted Utility Funds include the following:

- 441-Water/Wastewater Impact Fee Fund
- 443-Water/Wastewater RRI Fund
- 444-SRF Loan Construction
- 445-SRF Debt Service
- 447-Sunset View Project Fund

**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

Estimated Total Revenue-Operating Funds

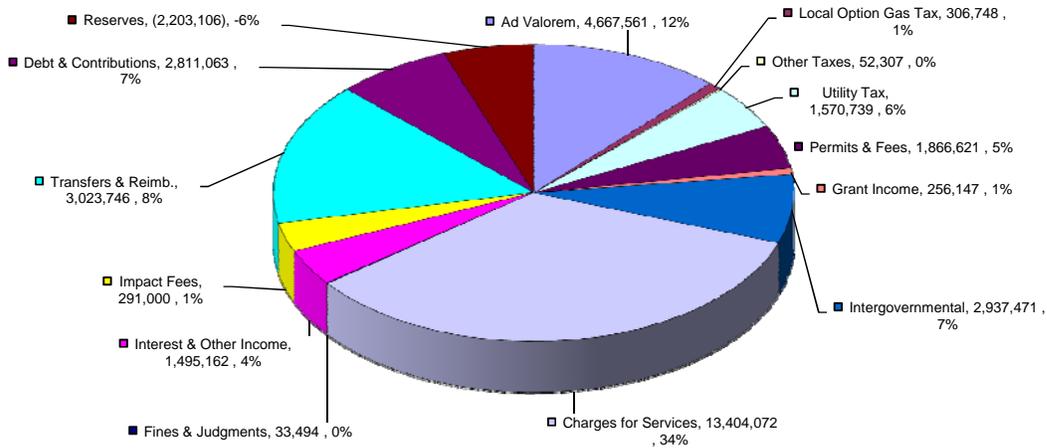


Note: This graph does NOT include Reimbursements or Transfers

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
	\$ 155,104			1,619,134	\$ 1,317,484		\$ 272,100		\$ 8,525,641
									1,728,986
	12,904					90,000			1,866,621
									1,619,987
1,650									13,404,072
	2,000								33,494
								1,387,824	1,438,533
									112,016
		86,000	48,000			200,000			256,147
									1,234,000
1,650	170,008	86,000	48,000	1,619,134	1,317,484	290,000	272,100	1,387,824	30,219,497
									1,322,126
					47,573		27,191		5,232,432
					47,573		27,191		6,554,558
1,650	170,008	86,000	48,000	1,619,134	1,365,057	290,000	299,291	1,387,824	36,774,055
									1,370,000
	13,992	(66,000)	(28,000)		(13,484)	7,208	(8)	(1,855,465)	1,058,275
	13,992	(66,000)	(28,000)		(13,484)	7,208	(8)	(797,190)	(2,195,898)
									232,377
\$ 1,650	\$ 184,000	\$ 20,000	\$ 20,000	\$ 1,619,134	\$ 1,351,573	\$ 297,208	\$ 299,283	\$ 590,634	\$ 37,006,432

Estimated Revenue-All Funds by Category



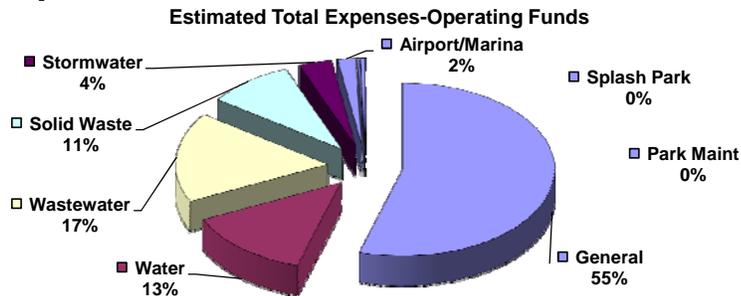
SUMMARY OF REVENUES, EXPENDITURES, CHANGES IN RESERVE

	001 GENERAL FUND	401 UTILITIES FUND	402 SOLID WASTE FUND	403 STORM- WATER FUND	405 SEAPLANE BASE FUND	406 PAVILION FUND	441, 443-445, 447 RESTRICTED UTILITY FUNDS
APPROPRIATIONS							
MAYOR & COUNCIL	\$ 78,247						
ADMINISTRATION	434,578						
FINANCE & TECHNOLOGY	1,443,754						
LEGAL SERVICES	165,602						
COMMUNITY DEVELOPMENT	1,213,215						
CITY CLERK	251,767						
HUMAN RESOURCES	309,158						
PUBLIC COMMUNICATIONS	135,497						
FLEET MAINTENANCE	537,978						
POLICE SERVICES	3,036,401						
FIRE SERVICES	3,044,085						
GENERAL SERVICES	1,906,806						
SEAPLANE BASE					538,645		
ECONOMIC DEVELOPMENT	232,910						
LIBRARY	508,221						
PARKS MAINTENANCE	1,149,262				191,922		
RECREATION	511,735						
PARKS OPERATIONS	39,926						
PAVILION CONFERENCE CENTER						480,181	
WATER		1,966,292					296,500
WASTEWATER		2,990,811					915,700
PUBLIC WORKS ADMINISTRATION							
SOLID WASTE			1,794,788				
STORMWATER				721,051			
W&S IMPACT FEE							-
SRF LOAN CONSTRUCTION							-
POLICE EDUCATION							
POLICE AUTOMATION							
POLICE FORFEITURES							
COMMUNITY REDEVELOPMENT							
SPECIAL EVENTS							
GRANT EXPENDITURES							
PUBLIC SAFETY							
CAPITAL PROJECT FUND							
TRANSFERS OUT	501,552	2,553,493	225,067	57,186	-		200,000
REIMBURSEMENTS TO OTHER FUNDS		640,836	522,502	158,788			
DEBT SERVICES	93,001	520,148	93,611	64,444	-	185,375	1,911,915
APPROPRIATIONS LESS DEBT PROCEED:	15,593,695	8,671,580	2,635,968	1,001,469	730,567	665,556	3,324,115
CAPITAL LEASE EXPENDITURES	-	-	-	-	-	-	-
TOTAL APPROPRIATIONS	\$ 15,593,695	\$ 8,671,580	\$ 2,635,968	\$ 1,001,469	\$ 730,567	\$ 665,556	\$ 3,324,115
APPROP./(NON-APPROP). RESTRICTED ¹	(49,599)	(9,078)	(134,090)	(63,504)	-	(7,091)	9,221
ESTIMATED BEG RESERVE BAL-10/01/15	1,229,203	928,867	1,324,422	421,174	77,177	-	3,730,260
ESTIMATED END RESERVE BAL-9/30/16 ³	\$ 1,278,802	\$ 937,945	\$ 1,458,512	\$ 484,678	\$ 77,177	\$ 7,091	\$ 3,721,039
RESERVE BAL - EMERGENCIES - 90%	1,150,922	844,150	1,312,661	436,210	69,459	6,382	3,348,935
RESERVE BAL - CONTINGENCIES-10%	127,880	93,794	145,851	48,468	7,718	709	372,104

1. Amount to be appropriated from Fund Balance/Retained Earnings or (Amount Unappropriated - Return to Fund Balance/Retained Earnings)

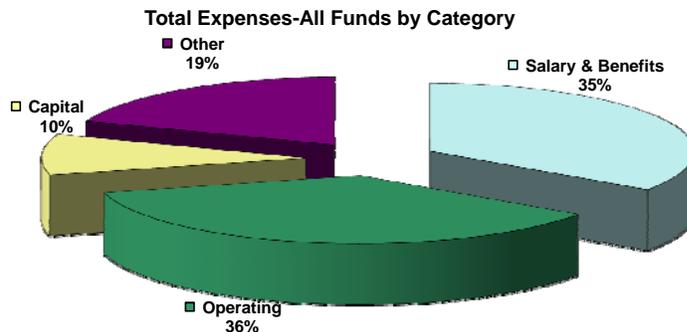
2. Beginning cash balances are net restricted cash items

3. General Fund Reserves include cash restricted for building services



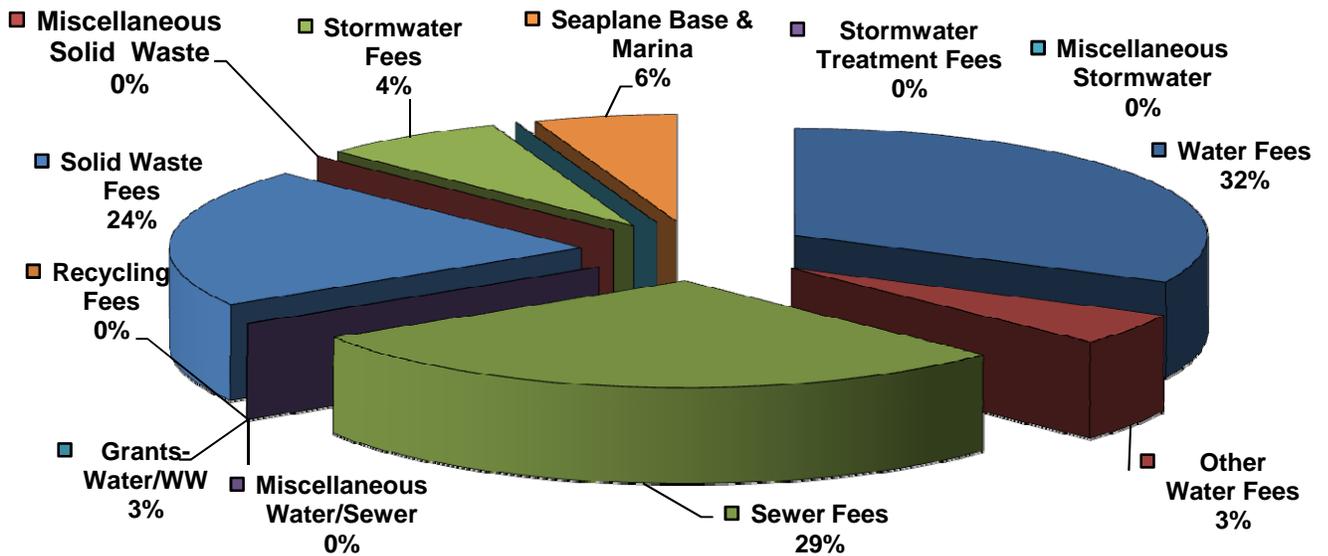
SUMMARY OF REVENUES, EXPENDITURES, CHANGES IN RESERVE

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
									\$ 78,247
									434,578
									1,443,754
									165,602
									1,213,215
									251,767
									309,158
									135,497
									537,978
								385,263	3,421,664
								205,255	3,249,340
						7,208			1,914,014
									538,645
									232,910
								16	508,237
		20,000				290,000		100	1,651,284
									511,735
									39,926
									480,181
									2,262,792
									3,906,511
									-
									1,794,788
									721,051
									-
									-
1,650									1,650
-									-
-									-
	108,000								108,000
									-
									-
		20,000							20,000
									-
	76,000			1,619,134					5,232,432
									1,322,126
					1,351,573		299,283		4,519,350
1,650	184,000	20,000	20,000	1,619,134	1,351,573	297,208	299,283	590,634	37,006,432
-	-	-	-	-	-	-	-	-	-
\$ 1,650	\$ 184,000	\$ 20,000	\$ 20,000	\$ 1,619,134	\$ 1,351,573	\$ 297,208	\$ 299,283	\$ 590,634	\$ 37,006,432
-	13,992	(66,000)	(28,000)	-	(13,484)	7,208	(8)	(1,855,465)	(2,195,898)
5,255	40,858	193,581	116,716	-	482,756	7,208	100,225	16,858,747	25,516,449
\$ 5,255	\$ 26,866	\$ 259,581	\$ 144,716	\$ -	\$ 496,240	\$ -	\$ 100,233	\$ 18,714,212	\$ 27,712,347
4,730	24,179	233,623	130,244	-	446,616	-	90,210	16,842,791	24,941,112
526	2,687	25,958	14,472	-	49,624	-	10,023	1,871,421	2,771,235

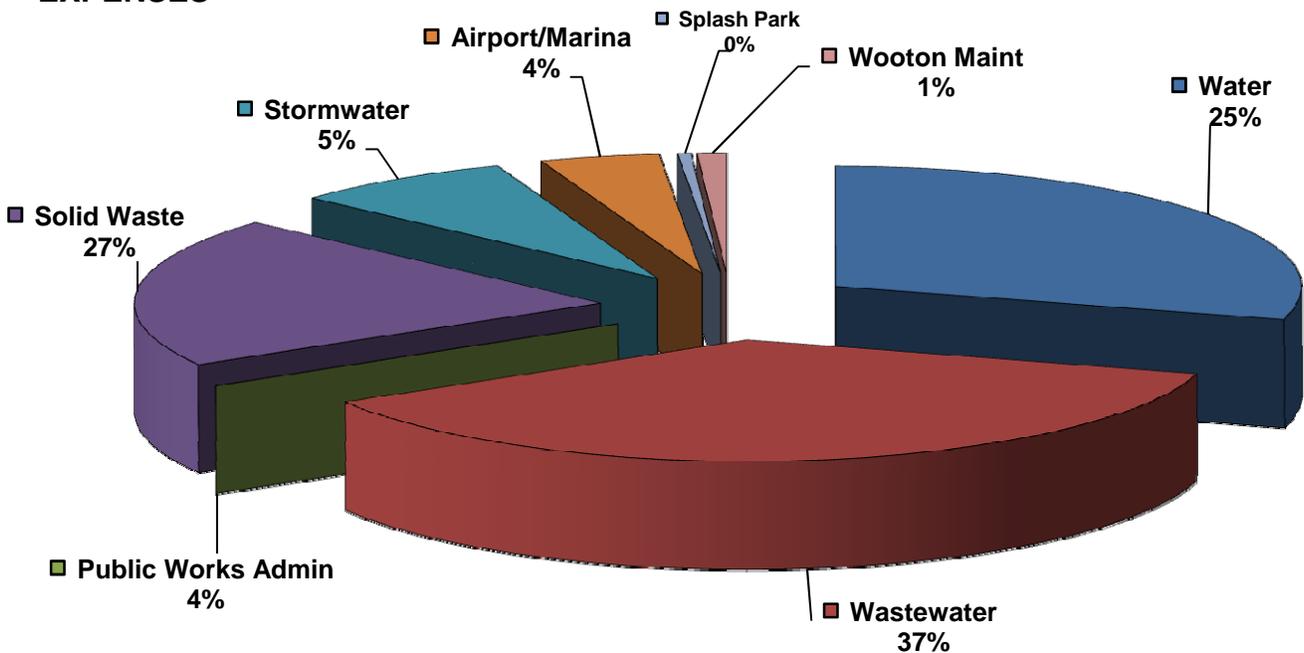


Estimated Proprietary Funds Revenues vs. Expenditures FY 15-16

REVENUES



EXPENSES

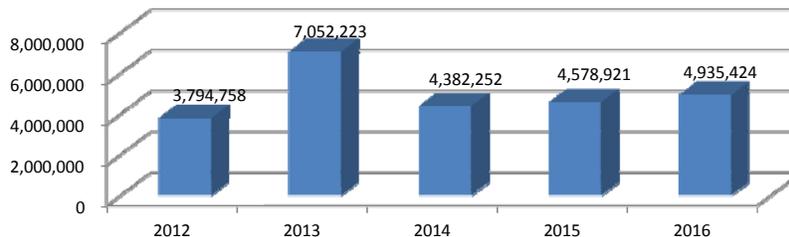


**THE BUDGET DOLLAR
WHERE FROM - WHERE TO**

WHERE FROM:		WHERE TO:	
AD VALOREM TAXES (includes Voted & TIF)	4,667,561	EXECUTIVE AND CITY ADMINISTRATOR	353,121
LOCAL OPTION GAS TAXES	306,748	GENERAL GOVERNMENT OVERHEAD	705,970
UTILITY TAX REVENUE	1,909,441	FINANCE & TECHNOLOGY	1,443,754
BUSINESS TAX RECEIPTS	52,307	LEGAL SERVICES	165,602
FRANCHISE FEES	976,740	COMMUNITY DEVELOPMENT	1,213,215
PERMITS & FEES	889,881	CITY CLERK	251,767
INTERGOVERNMENTAL REVENUE	1,578,630	HUMAN RESOURCES	309,158
CHARGES FOR SERVICES - GEN FUND	152,290	PUBLIC COMMUNICATIONS	135,497
FINES & FORFEITURES	33,494	FLEET MAINTENANCE DEPARTMENT	537,978
WATER REVENUE	4,360,282	POLICE PUBLIC SAFETY	2,956,016
WASTEWATER REVENUE	3,797,654	POLICE DISPATCH SERVICES	-
WATER REUSE REVENUE	180,375	POLICE CODE ENFORCEMENT	80,385
SERVICE/LATE CHARGES	338,764	FIRE DEPARTMENT	3,092,372
SOLID WASTE REVENUE	2,770,058	GENERAL SERVICES	1,906,806
STORMWATER REVENUES	944,973	ECONOMIC DEVELOPMENT	232,910
INTERFUND TRANSFERS & REIMBURSEMENTS	6,554,558	LIBRARY	508,221
CAPITAL LEASE PROCEEDS	920,000	PARKS MAINTENANCE	1,149,262
DEBT PROCEEDS SRF	450,000	PARKS OPERATIONS & RECREATION	551,661
SUNSET VIEW PROJECT ASSESSMENTS	109,852	POLICE EDUCATION	1,650
DEBT SERVICE FUND (Included with transfers)	272,100	POLICE AUTOMATION	-
COMMUNITY REDEV - TIF REVENUES	7,504	COMMUNITY REDEVELOPMENT TRUST - TIF	184,000
EVENT FUND REVENUES	-	SPECIAL EVENTS FUND	-
POLICE & FIRE IMPACT FEES	86,000	POLICE & FIRE IMPACT FUNDS	20,000
PARK IMPACT FEES	48,000	FORFEITURE EXPENDITURES	-
FIRE ASSESSMENT FEES	1,619,134	PARK IMPACT EXPENDITURES	20,000
INFRASTRUCTURE SALES TAX	1,317,484	FREEDOM FLAG FUND	7,208
GRANT REVENUE	290,000	FIRE SUPPRESSION	1,619,134
WATER & SEWER IMPACT FEES	1,100,000	INFRASTRUCTURE SURTAX EXPENDITURES	-
SEAPLANE BASE MARINA REVENUES	22,800	INFRASTRUCTURE SURTAX DEBT SERVICE	1,351,573
SEAPLANE BASE PROP SHOP REVENUES	231,300	GRANT EXPENDITURES	290,000
SEAPLANE BASE SPLASH PARK REVENUES	48,250	DEBT SERVICE - GENERAL GOVERNMENT	299,283
SEAPLANE BASE FACILITY & GAZEBO RENTALS	16,000	CAPITAL PROJECT FUND	-
PAVILION FUND	541,326	WATER DIVISION	3,842,468
EMPLOYER PENSION CONTRIB - POLICE & FIRE	621,388	WASTEWATER DIVISION	4,829,112
EMPLOYEE PENSION CONTRIB - POLICE & FIRE	273,608	PUBLIC WORKS ADMINISTRATION	-
STATE CONTRIBUTIONS - POLICE & FIRE	163,279	SOLID WASTE FUND	2,635,968
INTEREST/INVESTMENT INCOME (Includes Pension Funds)	1,395,783	STORMWATER FUND	1,001,469
MISCELLANEOUS INCOME	154,766	WATER & SEWER IMPACT FEE FUND	1,115,000
APPROP FUND BAL/RETAINED EARNINGS	33,221	WATER & SEWER RENEWAL & REPLACEMENT	297,200
		SRF CONSTRUCTION	-
		SRF DEBT SERVICE	1,802,063
		SEAPLANE BASE EXPENDITURES	730,567
		PAVILION FUND EXPENDITURES	665,556
		SUNSET VIEW PROJECT EXPENDITURES	109,852
		OTHER FUND EXPENDITURES	590,634
		NON APPROPRIATED REVENUES	373,654
		OTHER FUND NON APPROPRIATED REVENUES	1,855,465
TOTAL REVENUES: \$	39,235,551	TOTAL EXPENDITURES: \$	39,235,551

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

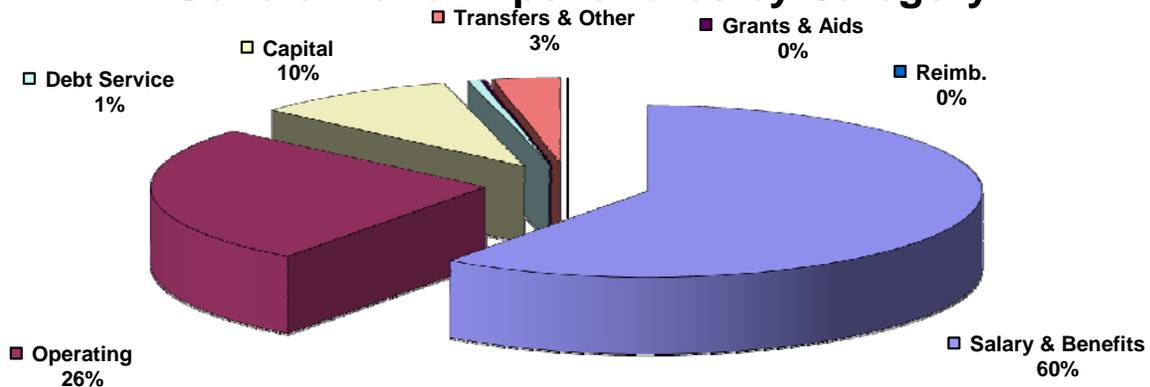
TRANSFERS & REIMBURSEMENTS



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	54,753	23,494	78,247	-	78,247
ADMINISTRATION	1	280,774	134,804	415,578	565,266	980,844
FINANCE & TECHNOLOGY	13	1,050,570	384,784	1,435,354	8,400	1,443,754
LEGAL SERVICES	N/A	N/A	165,602	165,602	-	165,602
COMMUNITY DEVELOPMENT	5	423,315	329,900	753,215	460,000	1,213,215
CITY CLERK	2	218,806	32,961	251,767	-	251,767
HUMAN RESOURCES	2	212,025	97,133	309,158	-	309,158
PUBLIC COMMUNICATIONS	1	114,677	20,820	135,497	-	135,497
FLEET MAINTENANCE	4	360,778	171,000	531,778	6,200	537,978
POLICE DEPARTMENT	35	2,388,851	647,550	3,036,401	-	3,036,401
FIRE DEPARTMENT	25	2,191,132	262,703	2,453,835	638,537	3,092,372
GENERAL SERVICES	8	537,638	989,168	1,526,806	380,000	1,906,806
ECONOMIC DEVELOPMENT	2	215,199	17,711	232,910	-	232,910
LIBRARY	7	372,353	93,668	466,021	42,200	508,221
PARKS MAINTENANCE	11	638,924	505,338	1,144,262	5,000	1,149,262
RECREATION	9	348,699	163,036	511,735	-	511,735
PARKS OPERATIONS	N/A	-	39,926	39,926	-	39,926
TOTAL GENERAL FUND	125	\$ 9,408,494	\$ 4,079,598	\$ 13,488,092	\$ 2,105,603	\$ 15,593,695

General Fund Expenditures by Category



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	840,402	2,598,876	3,439,278	403,190	3,842,468
WASTEWATER DEPARTMENT	17	1,117,279	3,149,067	4,266,346	562,766	4,829,112
TOTAL UTILITY FUND	28	1,957,681	5,747,943	7,705,624	965,956	8,671,580
POLICE EDUCATION FUND	N/A	N/A	1,650	1,650	-	1,650
POLICE AUTOMATION FUND	N/A	N/A	-	-	-	-
COMMUNITY REDEV. FUND	0	-	184,000	184,000	-	184,000
SPECIAL EVENTS FUND	N/A	N/A	-	-	N/A	-
PUB. SAFETY IMPACT FUNDS	N/A	N/A	20,000	20,000	-	20,000
FORFEITURE FUNDS	N/A	-	-	-	-	-
P&R IMPACTS FUND	N/A	N/A	10,000	10,000	10,000	20,000
FREEDOM FLAG FUND	N/A	N/A	7,208	7,208	-	7,208
FIRE ASSESSMENT FUND	N/A	N/A	N/A	-	1,619,134	1,619,134
INFRASTRUCTURE SALES TAX	N/A	N/A	-	-	1,351,573	1,351,573
GRANT FUND	N/A	-	-	-	290,000	290,000
DEBT SERVICE FUND	N/A	N/A	N/A	-	299,283	299,283
CAPITAL PROJECT FUND	N/A	N/A	N/A	N/A	-	-
SOLID WASTE FUND	8	468,279	1,994,876	2,463,155	172,813	2,635,968
STORMWATER FUND	4	252,852	414,173	667,025	334,444	1,001,469
MARINA/SEAPLANE BASE	18	328,576	400,991	729,567	1,000	730,567
PAVILION FUND	4.5	251,925	172,652	424,577	240,979	665,556
W/WW IMPACT FEE FUND	N/A	N/A	200,000	200,000	915,000	1,115,000
WATER & WW RRI FUND	N/A	N/A	-	-	297,200	297,200
SRF CONST. & DEBT SERVICE	N/A	N/A	-	-	1,911,915	1,911,915
TOTAL OTHER FUNDS	34.5	\$ 1,301,632	\$ 3,405,550	\$ 4,707,182	\$ 7,443,341	\$ 12,150,523
TOTAL ALL FUNDS**:	187.5	\$ 12,667,807	\$ 13,233,091	\$ 25,900,898	\$ 10,514,900	\$ 36,415,798

*Authorized Positions are total number of positions, not full-time equivalents.

**Analysis does not include internal service, pension or permanent funds

GENERAL FUND SUMMARY

AUDITED ACTUALS 2012-2013	AUDITED ACTUALS 2013-2014	REVISED BUDGET 2014-2015	DEPARTMENT	ADOPTED BUDGET 2015-2016	% CHANGE OVER FY 14-15	INCREASE/ (DECREASE)
4,110,157	1,724,909	896,255	COUNCIL & ADMINISTRATION	1,059,091	18.17%	162,836
1,043,581	1,104,892	1,383,381	FINANCE & TECHNOLOGY	1,443,754	4.36%	60,373
90,176	123,093	157,716	LEGAL SERVICES	165,602	5.00%	7,886
545,053	556,730	808,066	COMMUNITY DEVELOPMENT	1,213,215	50.14%	405,149
186,060	202,701	221,056	CITY CLERK	251,767	13.89%	30,711
202,313	239,064	269,018	HUMAN RESOURCES	309,158	14.92%	40,140
99,726	122,541	119,975	PUBLIC COMMUNICATIONS	135,497	12.94%	15,522
434,280	454,944	541,421	FLEET MAINTENANCE	537,978	-0.64%	(3,443)
3,117,877	3,421,720	3,103,623	POLICE DEPARTMENT	3,036,401	-2.17%	(67,222)
2,258,294	2,472,442	2,302,397	FIRE DEPARTMENT	3,092,372	34.31%	789,975
1,119,482	1,114,362	1,626,919	GENERAL SERVICES	1,906,806	17.20%	279,887
194,965	303,355	241,838	ECONOMIC DEVELOPMENT	232,910	-3.69%	(8,928)
461,868	457,636	529,304	LIBRARY	508,221	-3.98%	(21,083)
1,522,388	1,249,475	1,216,838	PARKS MAINTENANCE	1,149,262	-5.55%	(67,576)
-	453,237	505,681	RECREATION	511,735	1.20%	6,054
-	-	83,288	PARKS OPERATIONS	39,926	-52.06%	(43,362)
\$ 15,386,220	\$ 14,001,101	\$ 14,006,776	TOTAL	\$ 15,593,695	11.33%	\$ 1,586,919

ENTERPRISE FUNDS SUMMARY

AUDITED ACTUALS 2012-2013	AUDITED ACTUALS 2013-2014	REVISED BUDGET 2014-2015	DEPARTMENT	ADOPTED BUDGET 2015-2016	% CHANGE OVER FY 14-15	INCREASE/ (DECREASE)
3,964,696	3,227,585	4,642,096	WATER	3,842,468	-17.23%	(799,628)
3,829,810	3,896,887	4,854,105	WASTEWATER	4,829,112	-0.51%	(24,993)
2,154,917	2,412,470	2,836,849	SOLID WASTE	2,635,968	-7.08%	(200,881)
535,833	588,362	887,804	STORMWATER	1,001,469	12.80%	113,665
-	-	-	SEAPLANE BASE-PROP SHOP	-	0.00%	-
-	-	-	SEAPLANE BASE	-	0.00%	-
-	-	-	SEAPLANE BASE-WATER TAXI	-	0.00%	-
463,015	524,221	529,809	SEAPLANE BASE AIRPORT/MARINA	538,645	1.67%	8,836
104,546	54,924	68,090	SEAPLANE BASE-SPLASH PARK	59,534	-12.57%	(8,556)
97,574	128,612	129,631	SEAPLANE BASE-PARK MAINT	132,388	2.13%	2,757
-	181,894	496,035	PAVILION	665,556	34.18%	169,521
\$ 11,150,391	\$ 11,014,955	\$ 14,444,419	TOTAL	\$ 13,705,140	-5.12%	\$ (739,279)

**City of Tavares
Adopted Budget - Fiscal Year 2016
Position Summary**

Current/Approved FTE Summary	<u>2013-2014</u>	<u>2014-2015</u>	<u>2015-2016</u>
General Fund:			
Administration	2.00	2.00	1.50
Finance & Technology	12.00	13.00	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	29.50	29.50	30.50
Fire	24.75	24.75	24.75
General Services	7.00	8.00	8.00
Economic Development	2.00	2.00	2.00
Library	7.00	6.50	6.50
Parks Maintenance	11.00	11.00	11.00
Community Services	* 5.00	5.00	5.00
Total General Fund	<u>114.25</u>	<u>115.75</u>	<u>116.25</u>
Total Community Redevelopment Fund	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Utilities Funds:			
Water	12.00	11.00	11.00
Wastewater	16.00	16.00	17.00
Public Works Administration	0.00	0.00	0.00
Total Utility Fund	<u>28.00</u>	<u>27.00</u>	<u>28.00</u>
Seaplane Fund:			
Transportation	5.50	5.50	5.50
Splash Park/Events	0.00	0.00	0.00
Park Maintenance	1.00	1.00	1.00
Total Marina/Seaplane Fund	<u>6.50</u>	<u>6.50</u>	<u>6.50</u>
Total Solid Waste Fund	<u>7.00</u>	<u>8.00</u>	<u>8.00</u>
Total Stormwater Fund	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>
Total Pavilion Fund	<u>1.00</u>	<u>3.00</u>	<u>4.50</u>
Total Full-time Equivalent Positions	160.75	164.25	167.25

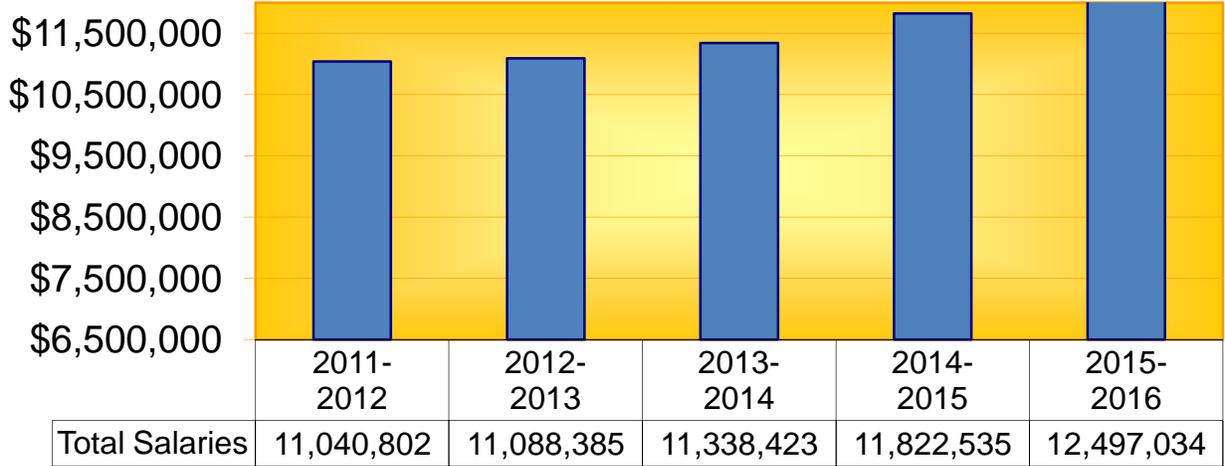
*Seasonal Positions are not included in the FTE count

Change in Position Count Justification:		FTE
Position Change - Receptionist to part-time	12003	(0.50)
Staff Increase - Police Officer	1007	1.00
Staff Increase - Wastewater Treatment Operator	24005	1.00
Staff Increase - Event Support Worker	75002	0.50
Staff Increase - Event Coordinator	75004	1.00
Total Change in Position Count		3.00

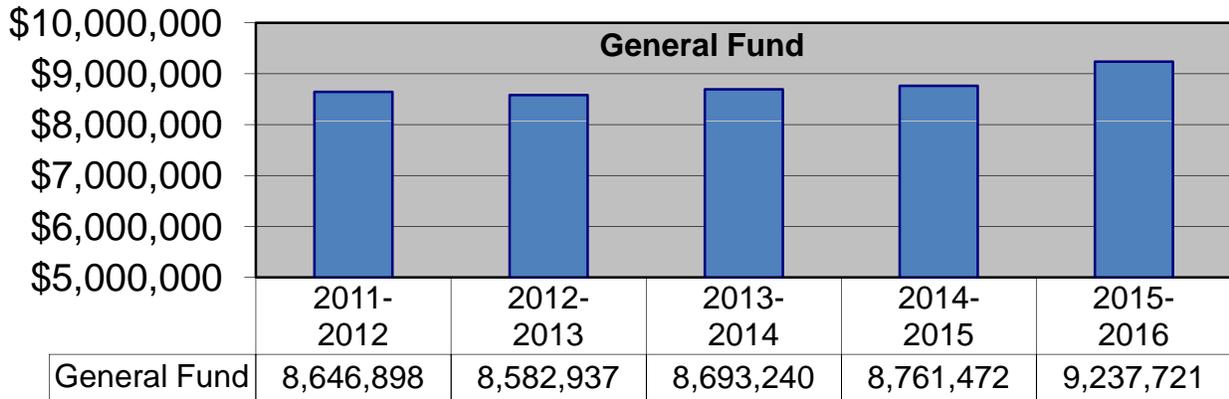
AUTHORIZED POSITIONS	2013-2014	2014-2015	2015-2016
Total General Fund	127.00	129.00	125.00
Total Community Redevelopment Fund	0.00	0.00	0.00
Total Utility Water/Wastewater Fund	28.00	27.00	28.00
Total Seaplane Base Fund	17.00	18.00	18.00
Total Solid Waste Fund	7.00	8.00	8.00
Total Stormwater Fund	4.00	4.00	4.00
Total Pavilion Fund	1.00	3.00	5.00
Total Authorized Positions	184.00	189.00	188.00
<i>(includes seasonal positions)</i>			

**SALARY & BENEFIT COSTS
OVER A 5-YEAR PERIOD**

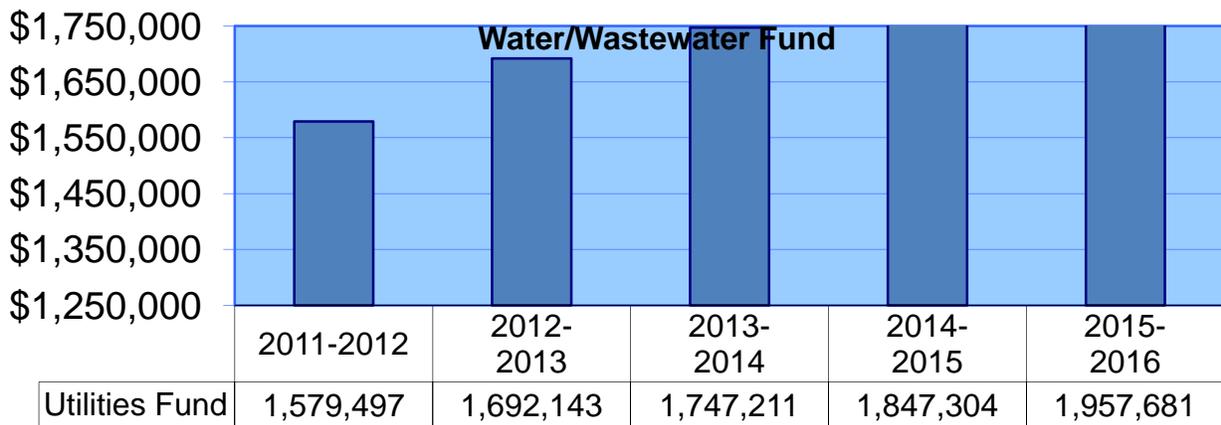
City-wide

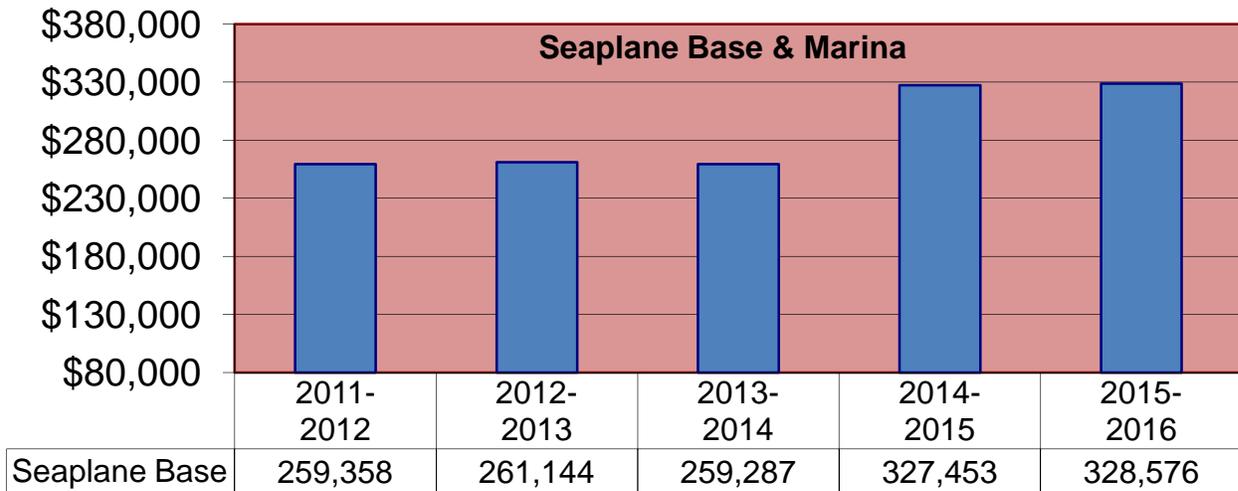
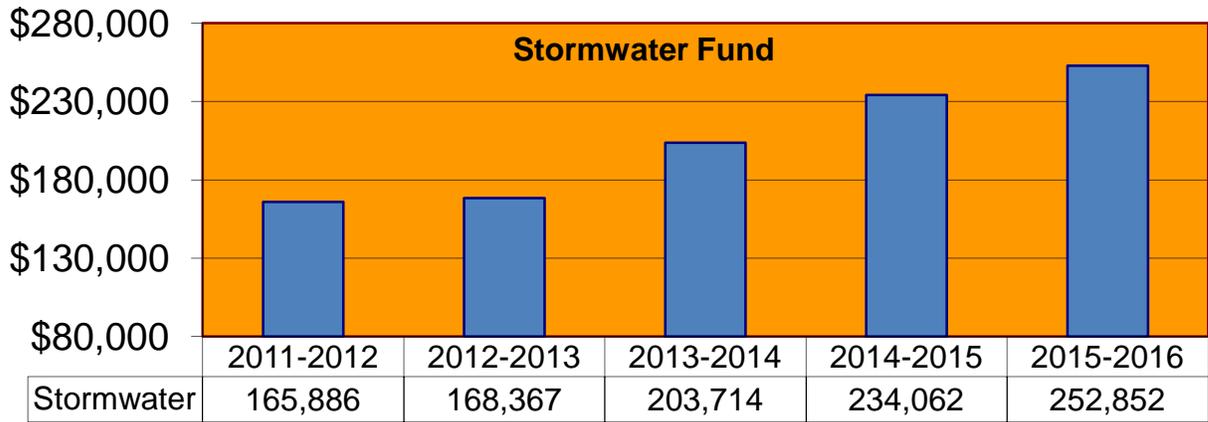


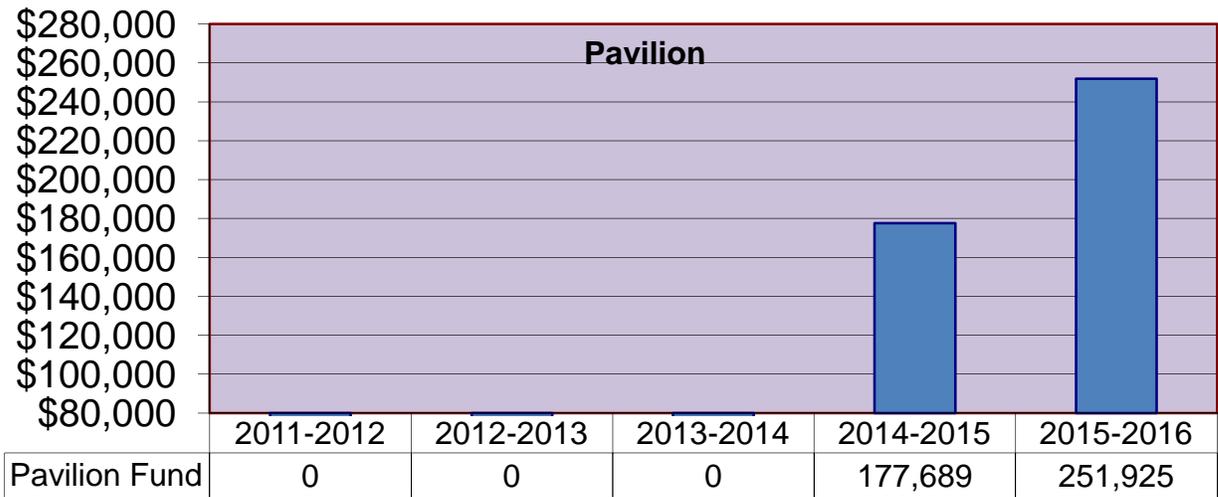
General Fund



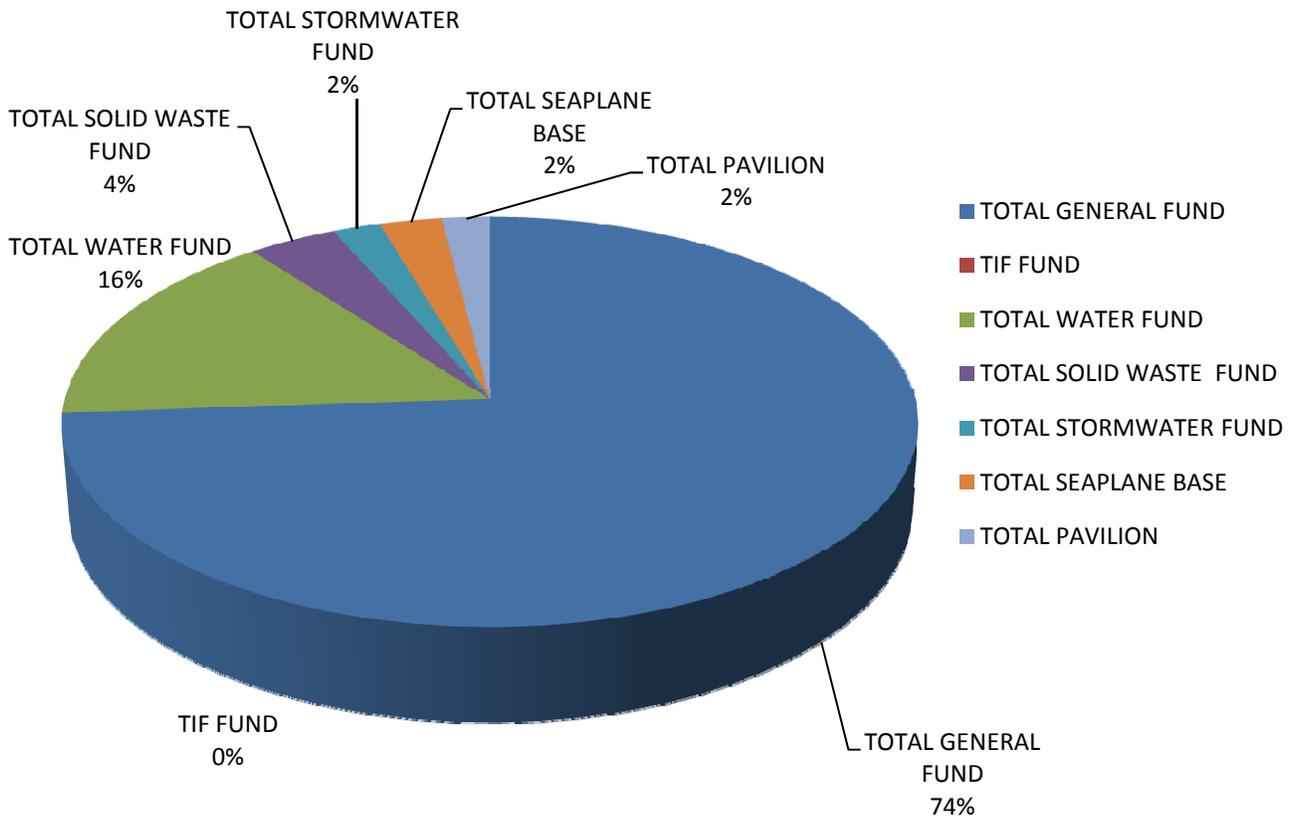
Water/Wastewater Fund







Salary & Wages by Fund - Adopted Budget



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GENERAL FUND

FUND 001

Budget Summary

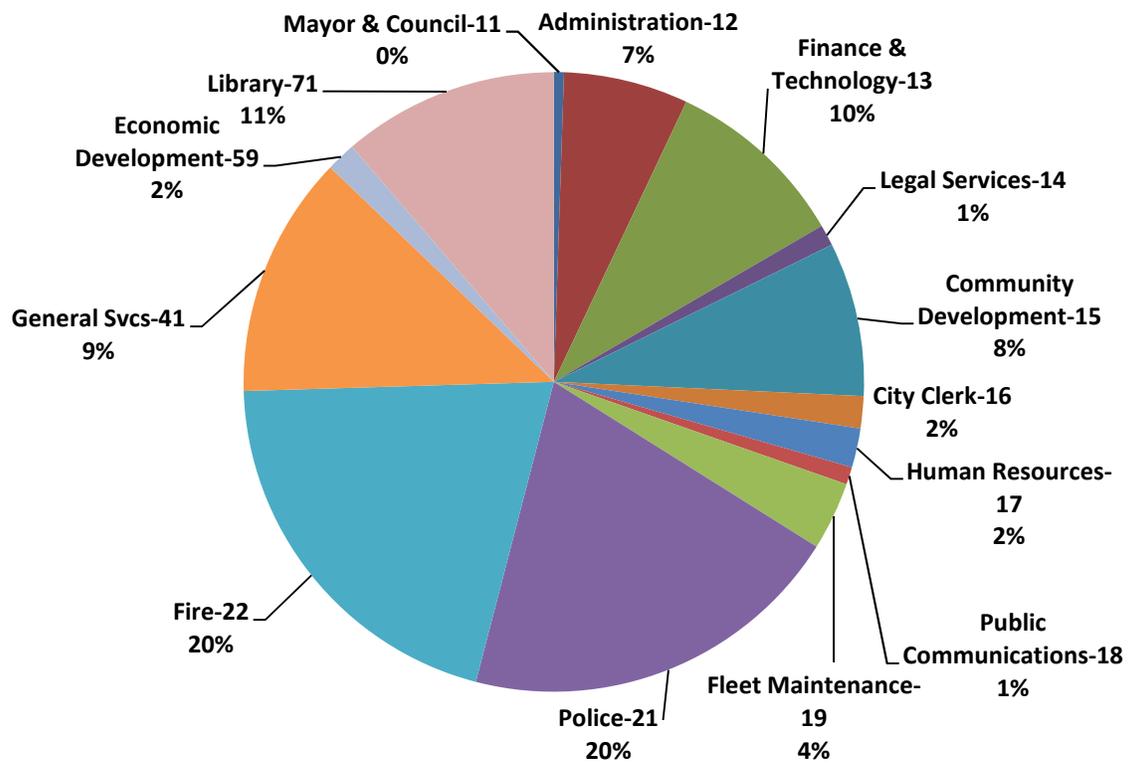
<i>Department Summary</i>	Audited Actuals 2013-2014	Revised Budget 2014-2015	Adopted Budget 2015-2016	% Change Over FY 14-15
Mayor & Council-11				
Personal Services	29,287	63,478	54,753	-13.74%
Operating Expenses	8,748	12,029	23,494	95.31%
Total Mayor & Council	38,035	75,507	78,247	3.63%
Administration-12				
Personal Services	254,380	255,869	280,774	9.73%
Operating Expenses	133,516	119,032	134,804	13.25%
Capital Expenses	1,375	1,215	-	-100.00%
Debt	46,313	27,928	44,714	60.10%
Grants and Aids	11,000	18,000	19,000	5.56%
Transfers & Others	1,240,290	398,704	501,552	25.80%
Total Administration	1,686,874	820,748	980,844	19.51%
Finance & Technology-13				
Personal Services	843,404	967,012	1,050,570	8.64%
Operating Expenses	251,209	336,987	384,784	14.18%
Capital Expenses	10,279	79,382	8,400	-89.42%
Debt	-	-	-	0.00%
Total Finance & Tech	1,104,892	1,383,381	1,443,754	4.36%
Legal Services-14				
Operating Expenses	123,093	157,716	165,602	5.00%
Total Legal Services-14	123,093	157,716	165,602	5.00%
Community Development-15				
Personal Services	380,341	403,761	423,315	4.84%
Operating Expenses	176,389	346,646	329,900	-4.83%
Capital Expenses	-	57,659	460,000	697.79%
Debt	-	-	-	0.00%
Total Comm Development	556,730	808,066	1,213,215	50.14%
City Clerk-16				
Personal Services	184,808	197,632	218,806	10.71%
Operating Expenses	17,893	21,558	32,961	52.89%
Capital Expenses	-	1,866	-	-100.00%
Debt	-	-	-	0.00%
Total City Clerk	202,701	221,056	251,767	13.89%

Human Resources-17				
Personal Services	184,173	199,743	212,025	6.15%
Operating Expenses	54,891	67,360	97,133	44.20%
Capital Expenses	-	1,915	-	-100.00%
Debt	-	-	-	0.00%
Total Human Resources	239,064	269,018	309,158	14.92%
Public Communications-18				
Personal Services	91,478	96,022	114,677	19.43%
Operating Expenses	29,603	23,953	20,820	-13.08%
Capital Expenses	1,460	-	-	0.00%
Total Public Comm.	122,541	119,975	135,497	12.94%
Fleet Maintenance-19				
Personal Services	319,271	337,589	360,778	6.87%
Operating Expenses	123,318	196,857	171,000	-13.13%
Capital Expenses	12,355	6,975	6,200	-11.11%
Debt	-	-	-	0.00%
Total Fleet Maintenance	454,944	541,421	537,978	-0.64%
Police-21				
Personal Services	2,418,420	2,291,258	2,388,851	4.26%
Operating Expenses	636,437	668,897	647,550	-3.19%
Capital Expenses	366,863	143,468	-	-100.00%
Debt	-	-	-	0.00%
Total Police	3,421,720	3,103,623	3,036,401	-2.17%
Fire-22				
Personal Services	2,105,404	2,033,330	2,191,132	7.76%
Operating Expenses	239,333	252,604	262,703	4.00%
Capital Expenses	17,849	16,463	590,250	3485.31%
Debt	-	-	48,287	100.00%
Total Fire	2,362,586	2,302,397	3,092,372	34.31%
General Services-41				
Personal Services	406,088	475,014	537,638	13.18%
Operating Expenses	689,224	975,265	989,168	1.43%
Capital Expenses	19,050	176,640	380,000	115.13%
Debt	-	-	-	0.00%
Total General Services	1,114,362	1,626,919	1,906,806	17.20%
Economic Development-59				
Personal Services	196,989	204,378	215,199	5.29%
Operating Expenses	106,366	16,871	17,711	4.98%
Capital Expenses	-	20,589	-	-100.00%
Debt	-	-	-	0.00%
Total Economic Dev.	303,355	241,838	232,910	-3.69%
Library-71				
Personal Services	330,768	356,015	372,353	4.59%
Operating Expenses	77,049	86,895	93,668	7.79%
Capital Expenses	49,819	86,394	42,200	-51.15%
Debt	-	-	-	0.00%
Total Library	457,636	529,304	508,221	-3.98%
Park & Recreation-72				
Personal Services	948,429	1,016,432	987,623	-2.83%
Operating Expenses	634,915	726,670	708,300	-2.53%
Capital Expenses	119,368	145,993	5,000	-96.58%
Debt	-	-	-	0.00%
Total Parks & Rec	1,702,712	1,889,095	1,700,923	-9.96%
Grand Total General Fund	\$ 13,891,245	\$ 14,090,064	\$ 15,593,695	10.67%

Category Summary

Personal Services	8,693,240	8,897,533	9,408,494	5.74%
Operating Expenses	3,301,984	4,009,340	4,079,598	1.75%
Capital Expenses	598,418	738,559	1,492,050	102.02%
Debt	46,313	27,928	93,001	233.00%
Grants and Aids	11,000	18,000	19,000	5.56%
Transfers & Others	1,240,290	398,704	501,552	25.80%
Grand Total General Fund	\$ 13,891,245	\$ 14,090,064	\$ 15,593,695	10.67%

GENERAL FUND EXPENDITURE SUMMARY



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FUND 001
DEPT 00
DIVISION 00

GENERAL FUND REVENUE

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2013-2014	REVISED BUDGET 2014-215	ESTIMATED REVENUE 2015-2016	% CHANGE OVER FY 14-15
<i>TAXES</i>					
311.01-00	CURRENT	3,599,358	4,277,515	4,453,668	4.12%
311.02-00	DELINQUENT	108,291	54,398	58,789	8.07%
311.03-00	DEDICATED DEBT SERVICE-G.O.	515,230	-	-	0.00%
311.04-00	DELINQUENT VOTED DEBT	13,144	-	-	0.00%
*	AD VALOREM TAXES	4,236,023	4,331,913	4,512,457	4.17%
312.41-00	FIRST LOCAL OPT GAS TAX	259,861	259,537	240,094	-7.49%
312.42-00	SECOND LOCAL OPT GAS TAX	64,886	64,090	66,654	4.00%
*	LOCAL OPTION TAXES	324,747	323,627	306,748	-5.22%
314.10-00	ELECTRIC	977,990	949,760	957,503	0.82%
314.30-00	WATER	341,215	335,477	361,302	7.70%
314.40-00	GAS	37,994	35,149	35,909	2.16%
314.80-00	PROPANE	13,732	14,203	12,156	-14.41%
315.00-00	TELECOMMUNICATIONS TAX	601,387	586,279	542,571	-7.46%
*	UTILITY TAXES	1,972,318	1,920,868	1,909,441	-0.59%
316.01-00	LOCAL BUSINESS TAX	45,512	47,160	52,307	10.91%
*	OTHER TAXES	45,512	47,160	52,307	10.91%
**	TOTAL TAXES	6,578,600	6,623,568	6,780,953	2.38%
<i>PERMITS AND FEES</i>					
322.01-00	BUILDING PERMITS	736,760	691,605	869,381	25.70%
323.10-00	ELECTRIC	1,000,695	970,549	943,335	-2.80%
323.20-00	GAS	32,559	32,301	33,405	3.42%
329.01-02	ZONING, VARIANCES, APPEALS	27,600	26,927	20,500	-23.87%
329.03-01	MOBILE FOOD VENDOR LICENSES	200	200	-	-100.00%
**	TOTAL PERMITS AND FEES	1,797,814	1,721,582	1,866,621	8.42%
<i>GRANTS - FEDERAL AND STATE</i>					
331.20-20	US DEPT OF JUSTICE-VESTS	-	1,000	-	-100.00%
*	FEDERAL GRANTS	-	1,000	-	-100.00%
334.49-01	FDOT-US 441 LIGHTING AGREE.	53,328	54,511	56,147	3.00%
*	STATE GRANTS	53,328	54,511	56,147	3.00%
**	TOTAL GRANTS - FEDERAL AND STATE	53,328	55,511	56,147	1.15%
<i>INTERGOVERNMENTAL REVENUE</i>					
335.12-00	STATE REVENUE SHARING	363,827	379,642	420,267	10.70%
335.14-00	MOBILE HOME LICENSES	11,547	12,573	13,076	4.00%
335.15-00	ALCOHOLIC BEVERAGE LICENSE	18,197	11,021	11,462	4.00%
335.18-00	HALF-CENT SALES TAX	740,953	766,057	834,830	8.98%
335.20-00	FIREFIGHTER'S SUPPLEMENT	2,603	3,418	4,120	20.54%
335.49-01	MOTOR FUEL TAX REBATE	16,549	15,046	15,906	5.72%
335.49-02	FDOT TRAFFIC SIGNAL MAINT	15,533	15,998	30,400	90.02%
*	STATE SHARED REVENUE	1,169,209	1,203,755	1,330,061	10.49%

FUND 001
 DEPT 00
 DIVISION 00

GENERAL FUND REVENUE

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2013-2014	REVISED BUDGET 2014-215	ESTIMATED REVENUE 2015-2016	% CHANGE OVER FY 14-15
337.70-10	COUNTY AID TO LIBRARIES	100,392	95,159	95,159	0.00%
337.70-50	LIBRARY E-RATE (SPRINT)	4,320	2,500	2,600	4.00%
*	LOCAL SHARED REVENUES	104,712	97,659	97,759	0.10%
338.01-00	COUNTY BUSINESS TAX REC	13,499	16,533	13,654	-17.41%
338.04-01	COUNTY ALS PAYMENT	60,256	63,575	65,609	3.20%
338.04-02	CLOSEST UNIT RESPONSE	-	1,000	10,000	900.00%
338.05-00	LIBRARY IMPACT PARTICIPATION	-	40,000	-	-100.00%
*	COUNTY SHARED REVENUE	73,755	121,108	89,263	-26.29%
**	TOTAL INTERGOVERNMENTAL REVENUES	1,347,676	1,422,522	1,517,083	6.65%
<i>CHARGES FOR SERVICES</i>					
341.30-01	COUNTY IMPACT ADM FEE	10,851	2,059	10,838	426.37%
341.90-05	SALE OF MAPS & PUBS	21	10	20	100.00%
344.40-01	CHAMBER COMMERCE RENTALS	14,400	14,400	14,400	0.00%
347.20-01	RECREATION FEES	34,466	49,342	52,474	6.35%
347.20-03	SUMMER PROGRAM	30,401	37,500	37,500	0.00%
347.20-06	REC PROGRAM SPONSORSHIPS	3,300	6,500	6,500	0.00%
347.40-01	JULY 4TH	-	1,500	1,500	0.00%
347.40-02	LIGHT UP MAINSTREET	-	-	1,500	100.00%
347.50-01	CIVIC CENTER RENTAL	16,985	20,200	21,264	5.27%
347.50-03	FIELD/FIELD LIGHT RENTALS	7,585	5,971	6,170	3.33%
347.50-04	COMMUNITY GARDEN FEES	140	200	124	-38.00%
**	TOTAL CHARGES FOR SERVICES	118,149	137,682	152,290	10.61%
<i>FINES & FORFEITURES</i>					
351.10-00	POLICE JUDGMENTS & FINES	19,929	17,651	20,628	16.87%
352.10-00	LIBRARY FINES	6,488	7,300	5,351	-26.70%
352.20-00	LIBRARY FINES PAID @ CITY HALL	192	-	75	100.00%
354.01-00	PARKING VIOLATIONS	75	500	250	-50.00%
354.02-00	CODE VIOLATIONS	11,664	2,545	5,321	109.08%
354.03-00	FALSE ALARM VIOLATIONS	-	400	219	-45.25%
**	TOTAL FINES AND FORFEITURES	38,348	28,396	31,844	12.14%
<i>INTEREST & OTHER INCOME</i>					
361.10-01	INTEREST INCOME	2	1,000	36	-96.40%
361.10-02	SBA INTEREST	1,898	1,730	1,336	-22.77%
361.10-08	INVESTMENT	-	25	25	0.00%
*	INTEREST INCOME	1,928	2,755	1,397	-49.29%

FUND 001
DEPT 00
DIVISION 00

GENERAL FUND REVENUE

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2013-2014	REVISED BUDGET 2014-215	ESTIMATED REVENUE 2015-2016	% CHANGE OVER FY 14-15
364.01-01	CEMETERY LOTS	5,400	11,061	7,500	-32.19%
365.01-00	SURPLUS/SCRAP PROP SALES	7,941	10,589	7,372	-30.38%
366.04-00	OTHER DONATIONS/CONTRIB	3,700	-	-	0.00%
366.08-00	FRIENDS DONATIONS -APPROP	18,282	9,738	-	-100.00%
367.02-00	UNREALIZED GAIN ON INVEST	2,210	2,137	2,732	27.84%
369.10-01	MISCELLANEOUS	66,970	42,176	37,330	-11.49%
369.10-02	INSURANCE REIMBURSEMENT	36,383	3,169	-	-100.00%
369.10-03	CEMETERY FEES	4,330	5,392	4,917	-8.81%
369.10-04	REFUND-PRIOR YR EXPENSE	12,332	8,200	8,200	0.00%
369.10-06	P&Z ADVERTISING-REIMBURSE	7,044	4,700	4,895	4.15%
369.10-07	P&Z POSTAGE REIMBURSEMENT	66	-	-	0.00%
369.10-09	CONCESSION CONTRACTS	3,600	4,079	4,079	0.00%
369.10-11	MISCELLANEOUS LIBRARY FEE	6,932	5,503	6,628	20.44%
369.10-14	LIEN SEARCHES	22,050	21,907	26,869	22.65%
369.20-02	RADON COLLECTION FEE	2,717	1,234	1,494	21.07%
* OTHER INCOME		199,957	129,885	112,016	-13.76%
** TOTAL INTEREST & OTHER INCOME		201,885	132,640	113,413	-14.50%
*** TOTAL GENERAL FUND REVENUES		10,135,800	10,121,901	10,518,351	3.92%
<i>OTHER SOURCES</i>					
381.01-22	FROM FIRE ASSESSMENT FUND	1,352,574	1,619,134	1,619,134	0.00%
381.04-01	TRANSFERS FROM WTR/SWR	544,086	591,826	651,430	10.07%
381.04-02	TRANSFERS FROM SOLID WASTE	196,748	197,210	225,067	14.13%
381.04-03	TRANSFERS FROM SW	39,127	52,553	57,186	8.82%
* TRANSFERS IN		2,132,535	2,460,723	2,552,817	3.74%
382.04-01	FROM WATER/SEWER	620,696	596,844	640,836	7.37%
382.04-02	FROM SOLID WASTE	473,545	502,680	522,502	3.94%
382.04-03	FROM STORMWATER	155,335	158,788	158,788	0.00%
382.04-05	SEAPLANE BASE FUND	107	-	-	0.00%
* REIMBURSEMENTS		1,249,683	1,258,312	1,322,126	5.07%
384.20-00	LEAGUE LEASE	464,961	-	800,000	100.00%
384.30-00	BONDS	-	-	450,000	100.00%
* DEBT PROCEEDS		464,961	-	1,250,000	100.00%
389.90-00	APPROPRIATED RESERVES	-	167,040	(49,599)	-129.69%
* APPROPRIATED RESERVES		-	167,040	(49,599)	-129.69%
*** TOTAL OTHER SOURCES		3,847,179	3,886,075	5,075,344	30.60%
TOTAL GENERAL FUND REVENUE		\$ 13,982,979	\$ 14,007,976	\$ 15,593,695	11.32%

FUND 001
 DEPT 00
 DIVISION 00

GENERAL FUND REVENUE
 FUND 001

ACCOUNT DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2015-2016
311.01-00 CURRENT	ESTIMATED AD VALOREM AT 6.6166	4,453,668	4,453,668
311.02-00 DELINQUENT	ESTIMATED DELINQUENT TAX COLLECTIONS	58,789	58,789
311.03-00 DEDICATED DEBT SVC - G.O.	NO AMOUNT BUDGETED	-	-
311.04-00 DELINQUENT VOTED DEBT	NO AMOUNT BUDGETED	-	-
312.41-00 FIRST LOCAL OPT GAS TAX	ESTIMATED FIRST LOCAL OPTION GAS TAX	240,094	240,094
312.42-00 SECOND LOCAL OPT GAS TX	ESTIMATED SECOND LOCAL OPTION GAS TAX DISTIBUTED BY LAKE COUNTY	66,654	66,654
314.10-00 ELECTRIC	ESTIMATED UTILITY TAXES - ELECTRIC (SECO & DUKE)	957,503	957,503
314.30-00 WATER	ESTIMATED COLLECTION FROM WATER UTILITY FEE NOT ASSESSED ON OUTSIDE-CITY WATER CUSTOMERS	361,302	361,302
314.40-00 GAS	ESTIMATED UTILITY TAX RECEIPTS COLLECTED FROM NATURAL GAS PROVIDERS	35,909	35,909
314.80-00 PROPANE	ESTIMATED UTILITY TAX RECEIPTS COLLECTED FROM PROPANE PROVIDERS	12,156	12,156
315.00-00 TELECOMMUNICATION TAX	ESTIMATED COLLECTIONS FROM COMMUNICATION SERVICE SALES IN TAVARES; COLLECTED BY THE STATE AND DISTRIBUTED TO THE CITY	542,571	542,571
316.01-00 LOCAL BUSINESS TAX	ESTIMATED BUSINESS TAX RECEIPT COLLECTIONS	52,307	52,307
322.01-00 BUILDING PERMITS	ESTIMATED REVENUE DERIVED FROM PERMITS ISSUED	869,381	869,381
323.10-00 ELECTRIC	ESTIMATED COLLECTIONS FROM ELECTRIC FRANCHISE FEES	943,335	943,335
323.20-00 GAS	ESTIMATED COLLECTIONS FROM GAS FRANCHISE FEES	33,405	33,405
329.01-02 ZONING, VARIANCES, APPEAL	ESTIMATED REVENUE DERIVED FROM ZONING FEES AND VARIANCE FEES	20,500	20,500
329.03-01 MOBILE FOOD VENDOR LICENSE	NO AMOUNT BUDGETED	-	-
331.20-20 US DEPT OF JUST-VESTS	NO AMOUNT BUDGETED	-	-
334.49-01 FDOT-US 441 LIGHTING AGREEMENT	PROJECT ID 413615-1-78-07, CONTRACT AO-134	56,147	56,147
335.12-00 STATE REVENUE SHARING	ESTIMATED MUNICIPAL REVENUE SHARING; DISTRIBUTIONS RECEIVED FROM STATE OF FLORIDA	420,267	420,267
335.14-00 MOBILE HOME LICENSES	ESTIMATED REVENUE DERIVED FROM MOBILE HOME LICENSES DISTRIBUTED BY STATE OF FLORIDA	13,076	13,076
335.15-00 ALCOHOLIC BEVERAGE LICENS	ESTIMATED REVENUE DERIVED FROM ALCOHOLIC BEVERAGE LICENSES DISTRIBUTED BY STATE OF FLORIDA	11,462	11,462
335.18-00 HALF CENT SALES TAX	ESTIMATED COLLECTIONS FROM HALF-CENT SALES TAX SHARED REVENUES; DISTRIBUTED BY STATE OF FLORIDA	834,830	834,830
335.20-00 FIREFIGHTERS SUPPLEMENT	ESTIMATED INCENTIVE PAY FOR ELIGIBLE FIREFIGHTERS; RECEIVED FROM STATE OF FLORIDA	4,120	4,120
335.49-01 MOTOR FUEL TAX REBATE	ESTIMATED REFUNDS AND/OR CREDITS FROM THE STATE OF FLORIDA - TAXES PAID ON MOTOR AND/OR DIESEL FUEL	15,906	15,906
335.49-02 FDOT TRAFFIC SIGNAL MAINT	CONTRACT 750-010-22 FOR JULY 2015 TO JUNE 2016	30,400	30,400
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	2,600	2,600

FUND 001
 DEPT 00
 DIVISION 00

GENERAL FUND REVENUE
 FUND 001

ACCOUNT DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2015-2016
338.01-00 COUNTY OCCUPATIONAL	SHARED REVENUE - COUNTY BUSINESS TAX RECEIPTS	13,654	13,654
338.04-01 COUNTY ALS PAYMENT	PER AGREEMENT WITH LCBCC FOR ALS SERVICE .1 MIL OF TAVARES CERTIFIED FINAL TAX ROLL ESTIMATE	65,609	65,609
338.04-02 CLOSEST UNIT RESPONSE	ESTIMATED REVENUE TO BE RECEIVED FOR CLOSEST UNIT RESPONSE	10,000	10,000
338.05-00 LIBRARY IMPACT PARTICIPAT	NO AMOUNT BUDGETED	-	-
341.30-01 CTY IMPACT ADM COLLECTION	ADMIN FEES FOR COLLECTION OF LAKE COUNTY ROAD AND SCHOOL IMPACT FEES	10,838	10,838
341.90-05 SALE OF MAPS & PUBS	ESTIMATED SALES OF MAPS AND PUBLICATIONS	20	20
344.40-01 CHAMBER & GULF RR RENTALS	RAILROAD STATION RENTALS	14,400	14,400
347.20-01 RECREATION FEES	RECREATION FEES SPRING & FALL PROGRAMS	45,976 6,498	52,474
347.20-03 SUMMER PROGRAM	SUMMER PROGRAM 50 PARTICIPANTS \$75 PER PARTICIPANT FOR 10 WEEKS	37,500	37,500
347.20-06 REC PROGRAM SPONSORSHIPS	BABE RUTH SPRING & FALL TEAM SPONSORS	6,500	6,500
347.40-01 JULY 4TH	SECO DONATION FOR THE CITY'S FOURTH OF JULY EVENT	1,500	1,500
347.40-02 LIGHT UP TAVARES	SECO DONATION FOR CHRISTMAS LIGHT-UP EVENT	1,500	1,500
347.50-01 CIVIC CENTER RENTAL	ESTIMATED COLLECTIONS FOR FACILITY RENTALS	21,264	21,264
347.50-03 FIELD/FIELD LIGHT RENTALS	ESTIMATED REVENUE FROM BALL FIELD RENTALS	6,170	6,170
347.50-04 COMMUNITY GARDEN FEES	ESTIMATED COMMUNITY GARDEN FEES	124	124
351.10-00 POLICE JUDGMENTS & FINES	ESTIMATED REVENUES FROM POLICE JUDGMENTS & FINES	20,628	20,628
352.10-00 LIBRARY FINES	ESTIMATED REVENUE FROM LIBRARY FINES	5,351	5,351
352.20-00 LIBRARY FINES PD AT CITY HALL	LIBRARY FINES PAID AT CITY HALL	75	75
354.01-00 PARKING VIOLATIONS	ESTIMATED REVENUE FROM PARKING VIOLATION FINES	250	250
354.02-00 CODE VIOLATIONS	ESTIMATED REVENUE FROM CODE ENFORCEMENT FINES	5,321	5,321
354.03-00 FALSE ALARM VIOLATIONS	ESTIMATED REVENUE FROM NOISE/FALSE ALARM VIOLATIONS	219	219
361.10-01 INTEREST INCOME	ESTIMATED INTEREST EARNINGS	36	36
361.10-02 SBA INTEREST	ESTIMATED SBA INTEREST EARNINGS	1,336	1,336
361.10-08 INVESTMENT	ESTIMATED INVESTMENT INTEREST	25	25
361.10-09 LOAN PROCEEDS	NO AMOUNT BUDGETED	-	-
364.01-01 CEMETERY LOTS	ESTIMATED REVENUE FROM CEMETERY LOT SALES	7,500	7,500
365.01-00 SURPLUS/SCRAP PROP SALES	ESTIMATED REVENUE FROM SURPLUS/SCRAP SALES	7,372	7,372
366.04-00 OTHER DONATIONS/CONTRIB	NO AMOUNT BUDGETED	-	-
366.08-00 FRIENDS DONATIONS -APPROP	NO AMOUNT BUDGETED	-	-
367.02-00 UNREALIZED GAIN ON INVEST	ESTIMATED UNREALIZED GAINS	2,732	2,732
369.10-01 MISCELLANEOUS	ESTIMATED REVENUE FROM MISCELLANEOUS FEES/CHARGES	37,330	37,330
369.10-02 INSUR REIMBURSEMENTS	NO AMOUNT BUDGETED	-	-

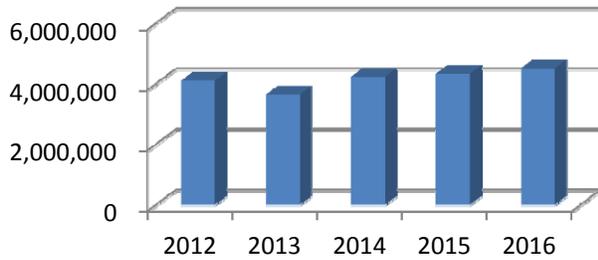
FUND 001
 DEPT 00
 DIVISION 00

GENERAL FUND REVENUE
 FUND 001

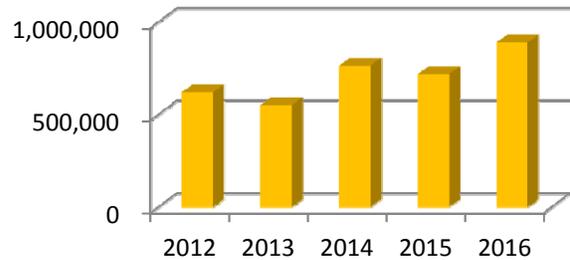
ACCOUNT DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2015-2016
369.10-03 CEMETERY FEES	ESTIMATED REVENUE FROM CEMETERY FEES	4,917	4,917
369.10-04 REFUND-PRIOR YR EXPENSE	REFUND PRIOR YEAR EXPENSE	8,200	8,200
369.10-06 P&Z ADVERTISING-REIMBURSE	ESTIMATED REVENUE FROM PLANNING & ZONING ADVERTISING FEES-APPLICANT REIMBURSEMENTS	4,895	4,895
369.10-07 P&Z-POSTAGE REIMBURSEMENT	NO AMOUNT BUDGETED	-	-
369.10-09 CONCESSION CONTRACTS	ESTIMATED CONCESSION CONTRACTS: GRIDIRON GANG (STOVER) THE RAVE (WOODLEA)	4,079	4,079
369.10-11 MISCELLANEOUS LIBRARY FEE	ESTIMATED REVENUE FROM MISCELLANEOUS LIBRARY FEES	6,628	6,628
369.10-14 LIEN SEARCHES	ESTIMATED REVENUE FROM LIEN SEARCH REQUESTS	26,869	26,869
369.20-02 ST RADON COLLECTION FEE	ESTIMATED REVENUE FROM STATE-RADON PASS THROUGH	1,494	1,494
381.01-22 FROM FIRE ASSESSMENT FUND	TRANSFERS FROM FIRE ASSESSMENTS (NET)	1,619,134	1,619,134
381.04-01 TRANSFERS FROM WATER/SEWR	OPERATING TRANSFER FROM WATER OPERATING TRANSFER FROM WASTEWATER	325,715 325,715	651,430
381.04-02 TRANSFERS FROM SANITATION	OPERATING TRANSFER FROM SOLID WASTE	225,067	225,067
381.04-03 TRANSFERS FROM STORMWATER	OPERATING TRANSFER FROM STORMWATER	57,186	57,186
382.04-01 FROM WATER/SEWER	REIMBURSEMENT FROM WATER REIMBURSEMENT FROM WASTEWATER	320,418 320,418	640,836
382.04-02 FROM SANITATION	REIMBURSEMENTS-SOLID WASTE	522,502	522,502
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	SUTPHEN FIRE ENGINE STATION 28 BATTALION CHIEF VEHICLE CITY HALL CHILLER	500,000 50,000 250,000	800,000
384.30-00 BONDS	CAROLINE STREET STREETScape PROJECT	450,000	450,000
389.90-00 APPROPRIATED RESERVES	RESERVES	(49,599)	(49,599)

GRAPHICAL DATA FOR THE GENERAL FUND REVENUES

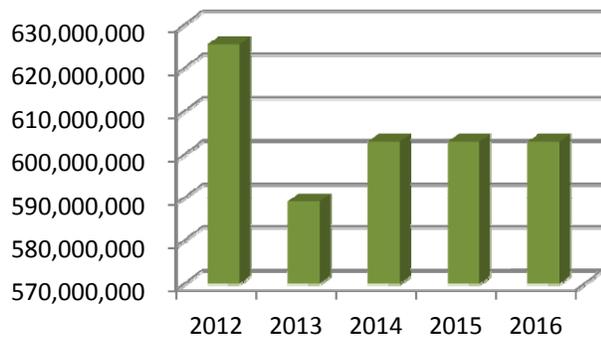
Ad Valorem Tax - 5 Yr Historical



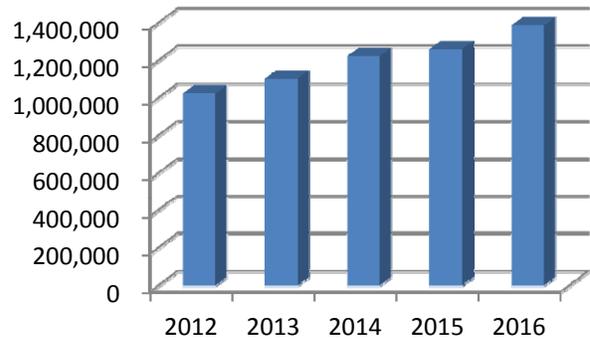
Permits & Fees - 5 Yr Historical



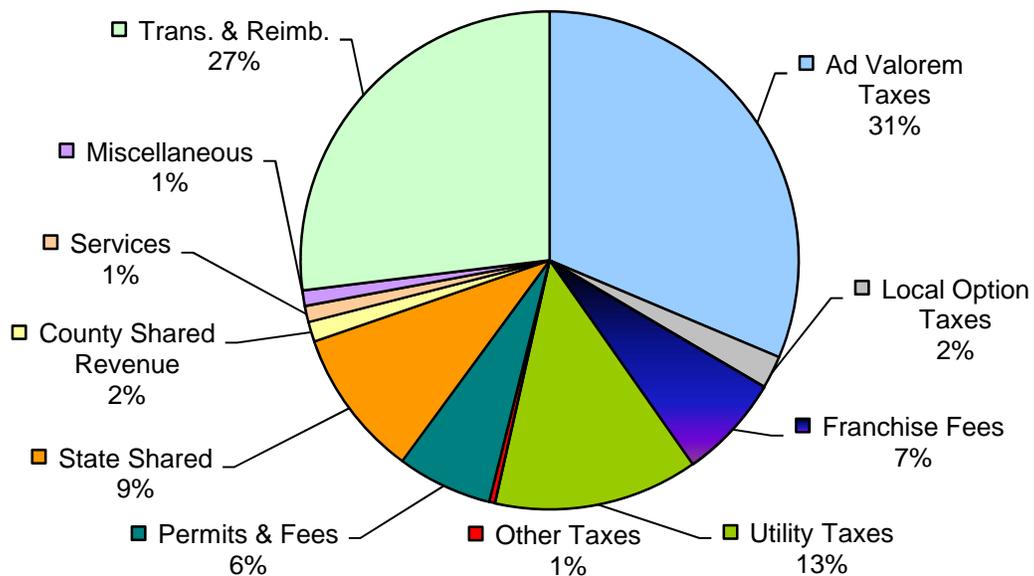
Taxable Value - 5 Year Historical



State Shared Rev - 5 Yr Historical



ESTIMATED GENERAL FUND REVENUE FISCAL YEAR 2015

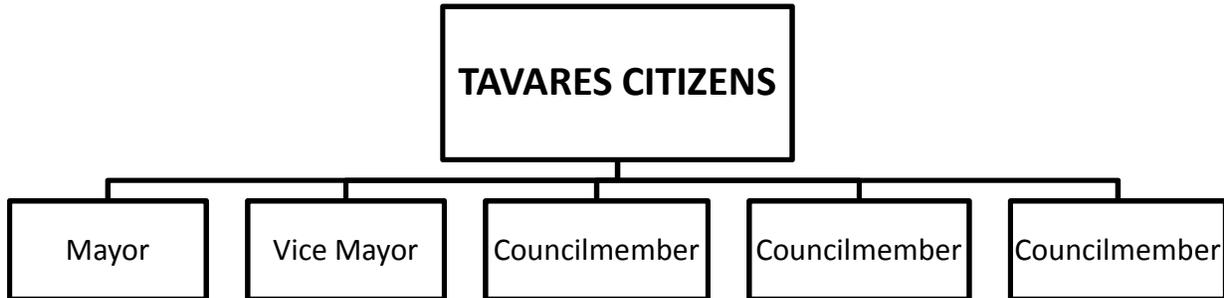


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Mayor & Council

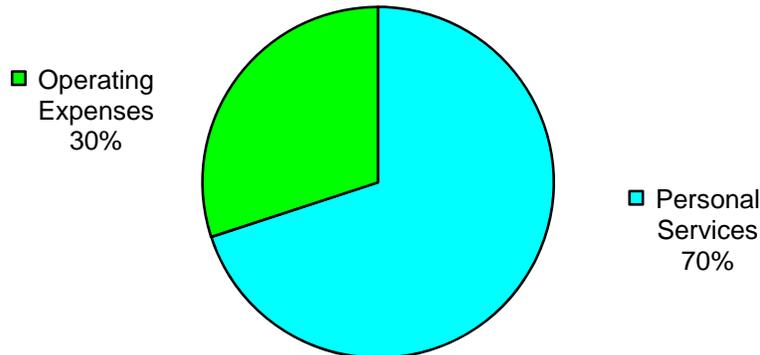
Department 11



Budget Summary

	Audited Actuals 2013-2014	Revised Budget 2014-2015	Adopted Budget 2015-2016	% Change Over FY 14-15
<i>Department Summary</i>				
Council-1101				
Personal Services	29,287	63,478	54,753	-13.74%
Operating Expenses	8,748	12,029	23,494	95.31%
Grand Total Council	\$ 38,035	\$ 75,507	\$ 78,247	3.63%
<i>Percentage of Fund Budget</i>	0.27%	0.54%	0.50%	

2016 APPROPRIATIONS



FUND 001
 DEPT 11
 DIVISION 01

MAYOR & COUNCIL EXPENDITURES

<u>ACCT #</u>	<u>ACCOUNT DESCRIPTION</u>	<u>AUDITED ACTUALS 2013-2014</u>	<u>REVISED BUDGET 2014-2015</u>	<u>ADOPTED BUDGET 2015-2016</u>	<u>% CHANGE OVER FY 14-15</u>
<i>SALARIES AND BENEFITS</i>					
511.11-10	MAYOR / COUNCIL PAY	27,152	28,875	30,287	4.89%
511.21-10	FICA / MED TAXES	2,077	2,209	2,096	-5.12%
511.23-10	HEALTH INSURANCE	-	32,333	5,754	-82.20%
511.23-15	DENTAL INSURANCE	-	-	341	100.00%
511.23-30	DEPENDENT HEALTH INSURANCE	-	-	15,523	100.00%
511.23-35	DEPENDENT DENTAL INSURANCE	-	-	698	100.00%
511.24-10	WORKERS' COMPENSATION	57	61	54	-11.48%
*	SALARIES AND BENEFITS	<u>29,287</u>	<u>63,478</u>	<u>54,753</u>	-13.74%
<i>OPERATING EXPENDITURES</i>					
511.40-10	TRAVEL & PER DIEM COUNCIL	3,080	4,969	5,169	4.02%
511.48-65	SISTER CITY	-	2,500	12,500	400.00%
511.52-10	OPERATING SUPPLIES COUNCIL	3,438	1,800	3,025	68.06%
511.54-10	BKS, PUB, SUB, MEM, LIB	2,230	2,760	2,800	1.45%
*	OPERATING EXPENDITURES	<u>8,748</u>	<u>12,029</u>	<u>23,494</u>	95.31%
TOTAL MAYOR/COUNCIL		<u>38,035</u>	<u>75,507</u>	<u>78,247</u>	<u>3.63%</u>

FUND 001
 DEPT 11
 DIVISION 01

MAYOR & COUNCIL EXPENDITURE JUSTIFICATION

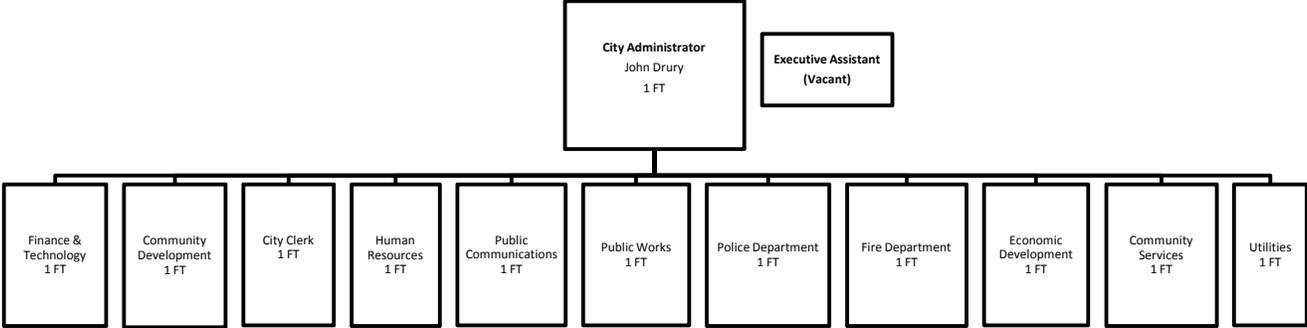
ACCOUNT DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2015-2016
511.11-10 MAYOR / COUNCIL PAY	COUNCIL MEMBER PAY	30,287	30,287
511.21-10 FICA / MED TAXES	SOCIAL SECURITY AND MEDICARE TAX BENEFIT	2,096	2,096
511.23-10 HEALTH INSURANCE	HEALTH INSURANCE PREMIUMS FOR COUNCIL MEMBERS	5,754	5,754
511.23-15 DENTAL INSURANCE	DENTAL INSURANCE PREMIUMS FOR COUNCIL MEMBERS	341	341
511.23-30 DEPENDENT HEALTH INSURANCE	SUBSIDIZED HEALTH INSURANCE PREMIUMS FOR COUNCIL MEMEBER DEPENDENTS	15,523	15,523
511.23-35 DEPENDENT DENTAL INSURANCE	SUBSIDIZED DENTAL INSURANCE PREMIUMS FOR COUNCIL MEMBER DEPENDENTS	698	698
511.24-10 WORKERS' COMPENSATION	WORKERS' COMPENSATION INSURANCE	54	54
511.40-10 TRAVEL & PER DIEM COUNCIL	LAKE CO LEAGUE OF CITIES BUSINESS MEETINGS 12 MEETINGS AT \$13 EACH TAVARES CHAMBER OF COMMERCE BUSINESS MEETINGS 24 MEETINGS AT \$12 EACH MISC. SEMINARS MISC. BUSINESS MEETINGS LAKE CO LEAGUE OF CITIES COMMUNITY SERVICE AWARDS BANQUET AT \$30 EACH LAKE CO LEAGUE OF CITIES SPONSOR NIGHT TABLE FOR 10 TAVARES CHAMBER OF COMMERCE RED CARPET GALA UCF/FLC INSTITUTE FOR ELECTED MUNICIPAL OFFICIALS FLORIDA LEAGUE OF MAYORS ANNUAL BUSINESS MEETING LAKE SUMTER MPO AWARDS BANQUET LAKE COUNTY DAYS	156 288 1,200 400 150 250 525 750 850 100 500	5,169
511.48-65 SISTER CITY	SISTER CITY PROGRAM	12,500	12,500
511.52-10 OPERATING SUPPLIES COUNCIL	COUNCIL MEETING AND WORKSHOP OPERATING SUPPLIES AWARDS/PLAQUES/PHOTOS/DAIS SIGNS/LAPEL PINS AND BUSINESS CARDS COUNCIL SPECIAL PROJECTS / CODE BOOKS CITY SHIRTS / JACKETS	800 625 300 1,300	3,025
511.54-10 BKS, PUB, SUB, MEM, LIB	FLORIDA LEAGUE OF CITIES MEMBERSHIP LAKE COUNTY LEAGUE OF CITIES MEMBERSHIP SISTER CITIES INTERNATIONAL PROGRAM MEMBERSHIP FLORIDA LEAGUE OF MAYORS MEMBERSHIP	1,500 500 450 350	2,800

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Administration

Department 12



Position Summary

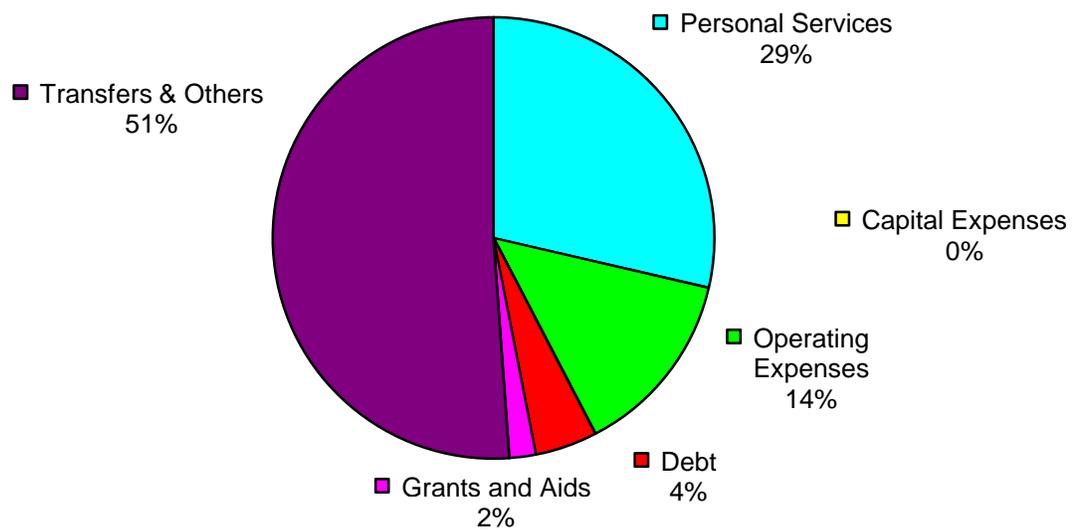
Authorized Positions	Pos. #	2013-2014	2014-2015	2015-2016
Full Time:				
Administrative Assistant	2004	0	0	0
City Administrator	2001	1	1	1
Receptionist	12003	1	1	0
No. of Full Time		2	2	1
Part Time:				
Receptionist	12004	0	0	1
No. of Part Time:		0	0	1
Total No. of Positions:		2	2	1
Total FTEs:		2	2	1.5

Budget Summary

<i>Department Summary</i>	Audited Actuals 2013-2014	Revised Budget 2014-2015	Adopted Budget 2015-2016	% Change Over FY 14-15
<i>Administration-1201</i>				
Personal Services	234,898	234,386	256,366	9.38%
Operating Expenses	12,902	21,224	18,508	-12.80%
Total Administration	247,800	255,610	274,874	7.54%
<i>Admin. Gen. Govt.-1202</i>				
Personal Services	19,482	21,483	24,408	13.62%
Operating Expenses	120,614	97,808	116,296	18.90%
Capital Expenses	1,375	1,215	-	-100.00%
Debt	46,313	27,928	44,714	60.10%
Grants and Aids	11,000	18,000	19,000	5.56%
Transfers & Others	1,240,290	398,704	501,552	25.80%
Total Admin. Gen. Govt.	1,439,074	565,138	705,970	24.92%
Grand Total Administration	\$ 1,686,874	\$ 820,748	\$ 980,844	19.51%

<i>Category Summary</i>				
Personal Services	254,380	255,869	280,774	9.73%
Operating Expenses	133,516	119,032	134,804	13.25%
Capital Expenses	1,375	1,215	-	-100.00%
Debt	46,313	27,928	44,714	60.10%
Grants and Aids	11,000	18,000	19,000	5.56%
Transfers & Others	1,240,290	398,704	501,552	25.80%
				0.00%
Grand Total Administration	\$ 1,686,874	\$ 820,748	\$ 980,844	19.51%
<i>Percentage of Fund Budget</i>	12.05%	5.86%	6.29%	

2016 APPROPRIATIONS



2016 OPERATING BUDGET

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.

2016 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.

2016 OPERATING BUDGET

ADMINISTRATION - 1201 and 1202 (Continued)

PROGRAM HIGHLIGHTS

2016 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.

2015 Accomplishments

1. Wooton Park West End Project is 90% designed. Council voted to move forward with construction this summer after final grants are secured.
2. A Woodlea Sports Complex Grant from Lake County was secured in the amount of \$200,000. Grant was secured from the County.
3. The funding program for Public Works Facility was established utilizing Infrastructure Sales Tax.
4. The Funding program for Public Safety Complex was established utilizing Infrastructure Sales Tax.
5. Alfred Street Project was completed.
6. Gateway directional signs installed along 441.
7. Ruby Street sidewalks, lighting and brick pavers have been installed.
8. ISBA with County for all future growth and annexation was completed.
9. Street repaving plan has been completed.
10. Many new businesses have opened up in Tavares this year and a new down town hotel is under construction.
11. Branding of America's Seaplane City continues to take shape.

FUND 001
 DEPT 12
 DIVISION 01

ADMINISTRATION EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2013-2014	REVISED BUDGET 2014-2015	ADOPTED BUDGET 2015-2016	% CHANGE OVER FY 14-15
<i>SALARIES AND BENEFITS</i>					
512.12-10	REGULAR SALARIES	169,453	162,775	170,913	5.00%
512.21-10	FICA / MED TAXES	9,647	12,134	12,738	4.98%
512.22-10	RETIREMENT	15,410	16,278	17,091	4.99%
512.22-20	FL STATE RETIREMENT	32,766	35,210	39,840	13.15%
512.23-10	HEALTH INSURANCE	4,851	5,317	5,754	8.22%
512.23-15	DENTAL INSURANCE	278	303	341	12.54%
512.23-20	LIFE INSURANCE	871	661	964	45.84%
512.23-21	SHORT-TERM DISABILITY	338	336	365	8.63%
512.23-35	DEPENDENT DENTAL INSURANCE	562	611	698	14.24%
512.23-40	LONG TERM DISABILITY	398	419	439	4.77%
512.24-10	WORKERS' COMPENSATION	324	342	308	-9.94%
*	SALARIES AND BENEFITS	<u>234,898</u>	<u>234,386</u>	<u>256,366</u>	9.38%
<i>OPERATING EXPENDITURES</i>					
512.40-10	TRAVEL & PER DIEM	2,970	9,006	7,806	-13.32%
512.41-10	TELEPHONE	1,042	1,138	815	-28.38%
512.41-30	POSTAGE	168	300	300	0.00%
512.45-10	LIABILITY	2,643	2,945	3,032	2.95%
512.46-15	REPAIR & MAINT.- EQUIPMENT	-	100	100	0.00%
512.47-10	PRINTING & BINDING	-	150	150	0.00%
512.48-10	CITY APPRECIATION	344	1,270	400	-68.50%
512.51-10	OFFICE SUPPLIES	255	400	400	0.00%
512.52-10	OPERATING SUPPLIES	1,057	850	850	0.00%
512.52-15	FUEL COSTS	1,766	2,095	1,685	-19.57%
512.54-10	BKS, PUB, SUB, MEM, LIB	2,657	2,970	2,970	0.00%
*	OPERATING EXPENDITURES	<u>12,902</u>	<u>21,224</u>	<u>18,508</u>	-12.80%
TOTAL	ADMINISTRATION	<u>247,800</u>	<u>255,610</u>	<u>274,874</u>	7.54%

FUND 001
DEPT 12
DIVISION 01

ADMINISTRATION EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2015-2016
512.12-10 REGULAR SALARIES	SALARIES FOR REGULAR EMPLOYEES	170,913	170,913
512.21-10 FICA / MED TAXES	SOCIAL SECURITY AND MEDICARE TAX BENEFIT	12,738	12,738
512.22-10 RETIREMENT	RETIREMENT CONTRIBUTIONS FOR REGULAR EMPLOYEES	17,091	17,091
512.22-20 FL STATE RETIREMENT	FRS RETIREMENT CONTRIBUTIONS FOR REGULAR EMPLOYEES	39,840	39,840
512.23-10 HEALTH INSURANCE	HEALTH INSURANCE PREMIUMS FOR EMPLOYEES	5,754	5,754
512.23-15 DENTAL INSURANCE	DENTAL INSURANCE PREMIUMS FOR EMPLOYEES	341	341
512.23-20 LIFE INSURANCE	LIFE INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	964	964
512.23-21 SHORT-TERM DISABILITY	SHORT-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	365	365
512.23-30 DEPENDENT HEALTH INSURANCE	SUBSIDIZED HEALTH INSURANCE PREMIUMS FOR COUNCIL MEMEBER DEPENDENTS	6,915	6,915
512.23-35 DEPENDENT DENTAL INSURANCE	SUBSIDIZED DENTAL INSURANCE PREMIUMS FOR EMPLOYEES' DEPENDENTS	698	698
512.23-40 LONG TERM DISABILITY	LONG-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	439	439
512.24-10 WORKERS' COMPENSATION	WORKERS' COMPENSATION INSURANCE	308	308
512.40-10 TRAVEL & PER DIEM	IMCA/AAAE CONFERENCE FCCMA CONFERENCE MISC. TRAVEL/AWARDS/RECEPTIONS LAKE COUNTY DAYS LEAGUE OF CITIES BUSINESS MEETINGS CITY/COUNTY MANAGER BUSINESS MEETINGS FLORIDA AIRPORTS COUNCIL CONFERENCE	2,700 1,350 1,500 500 156 100 1,500	7,806
512.41-10 TELEPHONE	NEXTEL DOMS FAX	479 336	815
512.41-30 POSTAGE	POSTAGE	300	300
512.45-10 LIABILITY	LIABILITY INSURANCE	3,032	3,032
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 MISC. MEMORIAL/RECOGNITIONS	200 200	400
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	1,685	1,685
512.54-10 BKS, PUB, SUB, MEM, LIB	ICMA MEMBERSHIP FCCMA MEMBERSHIP AMERICAN ASSOCIATION OF AIRPORT EXECUTIVES LEADERSHIP ORLANDO LEADERSHIP LAKE COUNTY ALUMNI SEAPLANE PILOTS ASSOCIATION MEMBERSHIP FLORIDA AIRPORTS COUNCIL MEMBERSHIP MISC. MEMBERSHIPS/SUBSCRIPTIONS	1,400 500 275 195 25 45 330 200	2,970

FUND 001
DEPT 12
DIVISION 02

ADMIN GENERAL GOVERNMENT OVERHEAD EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2013-2014	REVISED BUDGET 2014-2015	ADOPTED BUDGET 2015-2016	% CHANGE OVER FY 14-15
<i>SALARIES AND BENEFITS</i>					
512.12-10	REGULAR SALARIES	-	-	21,121	100.00%
512.13-10	OTHER SALARIES & WAGES	19,482	21,483	-	-100.00%
512.21-10	FICA / MED TAXES	-	-	1,616	100.00%
512.22-20	FL STATE RETIREMENT	-	-	1,633	100.00%
512.24-10	WORKERS' COMPENSATION	-	-	38	100.00%
*	SALARIES AND BENEFITS	19,482	21,483	24,408	13.62%
<i>OPERATING EXPENDITURES</i>					
512.34-10	CONTRACTUAL SERVICES	-	3,500	-	0.00%
512.43-10	ELECTRIC, WATER, GAS	70,466	78,503	70,483	-10.22%
512.44-10	RENTALS & LEASES	250	2,975	2,899	-2.55%
512.45-10	LIABILITY	2,643	2,945	32,303	996.88%
512.49-10	ADVERTISING	300	1,420	1,420	0.00%
512.52-10	OPERATING SUPPLIES	6,443	7,455	7,820	4.90%
512.52-15	FUEL COSTS	-	660	-	0.00%
512.54-10	BKS, PUB, SUB, MEM, LIB	317	350	350	0.00%
512.59-13	BAD DEBT	40,195	-	-	0.00%
512.59-90	CONTINGENCY	-	-	1,021	0.00%
*	OPERATING EXPENDITURES	120,614	97,808	116,296	18.90%
<i>CAPITAL EXPENDITURES</i>					
512.64-13	EQUIP - COMP REPLACEMENT	-	1,215	-	-100.00%
512.64-15	EQUIP - NEW	1,375	-	-	0.00%
*	CAPITAL EXPENDITURES	1,375	1,215	-	-100.00%
<i>DEBT SERVICE</i>					
512.71-15	CAP LEASE 2002,2006,2012	26,296	26,788	44,076	64.54%
512.72-15	CAP LEASE 2002,2006,2012	1,631	1,140	638	-44.04%
512.73-10	DEBT SERVICE COSTS	18,386	-	-	0.00%
*	DEBT SERVICE	46,313	27,928	44,714	60.10%
<i>GRANTS AND AIDS</i>					
512.81-10	COMMUNITY GRANTS	11,000	18,000	19,000	5.56%
*	GRANTS AND AIDS	11,000	18,000	19,000	5.56%
<i>TRANSFERS AND OTHERS</i>					
512.91-05	TRANSFERS TO DEBT SVC	559,824	-	27,191	100.00%
512.91-06	TRANSFERS TO FIRE SINKING	237,371	65,340	47,573	-27.19%
512.91-08	TRANSFER TO SEAPLANE BASE	333,364	333,364	336,217	0.86%
512.91-13	TRANSFERS TO PAVILION	109,731	-	90,571	100.00%
*	TRANSFERS AND OTHERS	1,240,290	398,704	501,552	25.80%
TOTAL ADMIN GENERAL GOVERNMENT		1,439,074	565,138	705,970	24.92%

FUND 001
DEPT 12
DIVISION 02

ADMIN GENERAL GOVERNMENT OVERHEAD JUSTIFICATION

ACCOUNT DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2015-2016
512.12-10 REGULAR SALARIES	SALARIES FOR REGULAR EMPLOYEES	21,121	21,121
512.13-10 OTHER SALARIES & WAGES	NO AMOUNT BUDGETED	-	-
512.21-10 FICA / MED TAXES	SOCIAL SECURITY AND MEDICARE TAX BENEFIT	1,616	1,616
512.22-20 FL STATE RETIREMENT	FRS RETIREMENT CONTRIBUTIONS FOR REGULAR EMPLOYEES	1,633	1,633
512.24-10 WORKERS' COMPENSATION	WORKERS' COMPENSATION INSURANCE	38	38
512.34-10 CONTRACTUAL SERVICES	NO AMOUNT BUDGETED	-	-
512.43-10 ELECTRIC, WATER, GAS	ELECTRIC WATER	60,635 9,848	70,483
512.44-10 RENTALS & LEASES	THROW/ELEVATOR RUG RENTAL - \$390 FOR 52 WEEKS REPLACEMENT RUG \$200 COPY MACHINE RENTAL - \$189.44 PER MONTH	624 2,275	2,899
512.45-10 LIABILITY	LIABILITY INSURANCE	32,303	32,303
512.49-10 ADVERTISING	TAVARES HIGH SCHOOL YEARBOOK AD TAVARES HIGH SCHOOL GYMNASIUM SPONSORSHIP BANNER TAVARES HIGH SCHOOL FALL FOOTBALL SPONSORSHIP RADIO ADVERTISING WLBE/MY790AM TAVARES HIGH SCHOOL SPRING BASKETBALL/BASEBALL SPONSORSHIP RADIO ADVERTISING WLBE/MY790AM TAVARES CHAMBER OF COMMERCE CITY MAPS/MISC ADVERTIS	170 150 300 300 500	1,420
512.52-10 OPERATING SUPPLIES	COPY PAPER - 12 ORDERS AT \$340 PER ORDER COLOR COPIES/EXTRA COPIES / TONER / STAPLES FAX MACHINE/DESK TOP PRINTER TONER REPLACEMENTS WAX/DETAIL PRIUS & ESCAPE 2 TIMES PER YEAR AT \$50 EACH EXTRA COPIES/TONER COPIER AT CITY RECORDS ROOM	4,080 3,000 300 200 240	7,820
512.52-15 FUEL COSTS	NO AMOUNT BUDGETED	-	-
512.54-10 BKS, PUB, SUB, MEM, LIB	ORLANDO SENTINEL ANNUAL SUBSCRIPTION DAILY COMMERCIAL ANNUAL SUBSCRIPTION	250 100	350
512.59-13 BAD DEBT	NO AMOUNT BUDGETED	-	-
512.59-90 CONTINGENCY	MISC. PROGRAMS/AWARDS/INITIATIVES	1,021	1,021
512.64-13 EQUIP-COMP REPLACEMENT	NO AMOUNT BUDGETED	-	-
512.64-15 EQUIP-NEW	NO AMOUNT BUDGETED	-	-
512.71-15 CAP LEASE 2002,2006,2012	VOIP PRINCIPAL 1/27/2016 7/27/2016 **NEW CITY HALL CHILLER 2/1/2016 8/1/2016 ASSUMES CAPITAL LEASE CLOSING & FUNDING JAN OR FEB 2016 (FY17 WILL HAVE 2 PYMTS) CHILLER COST OF \$250,000	13,581 13,708 16,787	44,076
512.72-15 CAP LEASE 2002,2006,2012	VOIP INTEREST 1/27/2016 7/27/2015	382 256	638
512.73-10 DEBT SERVICE COSTS	NO AMOUNT BUDGETED	-	-

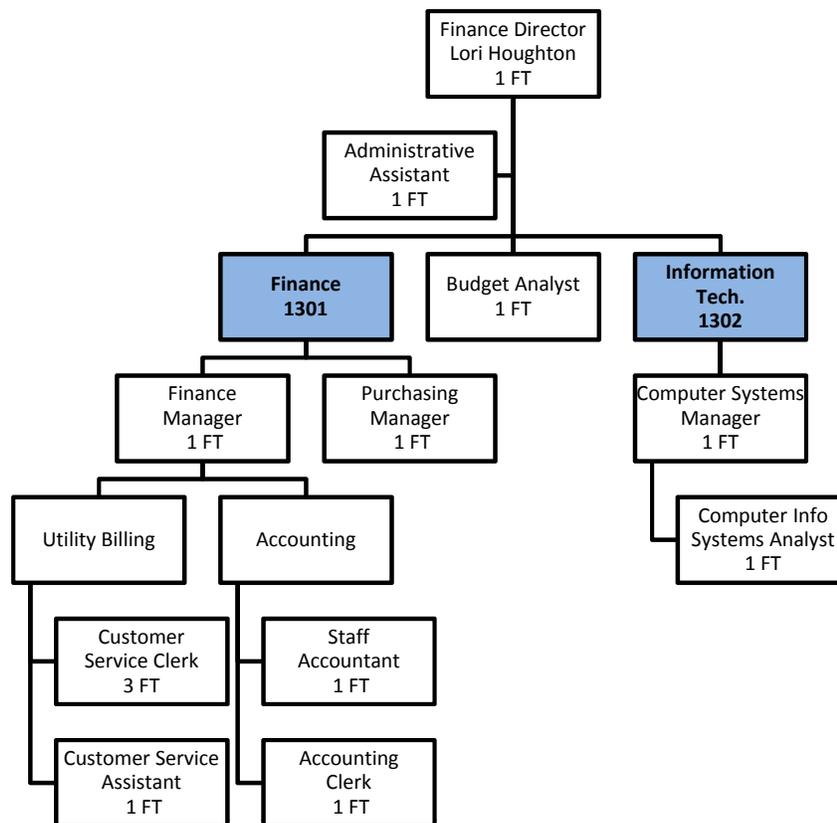
FUND 001
 DEPT 12
 DIVISION 02

ADMIN GENERAL GOVERNMENT OVERHEAD JUSTIFICATION

ACCOUNT DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2015-2016
512.81-10 COMMUNITY GRANTS	TAVARES CHAMBER OF COMMERCE TAVARES HISTORICAL SOCIETY RENAISSANCE FAIRE DRAGON BOAT FIREWORKS MISC. GRANT/SUPPORT REQUESTS	7,500 1,000 4,000 3,000 3,500	19,000
512.91-05 TRANSFERS TO DEBT SVC	TRANSFER TO DEBT SERVICE	27,191	27,191
512.91-06 TRANSFERS TO SAL/TAX DEBT	TRANSFER DEBT SERVICE SHORTAGE FOR SALES TAX FUND DEBT SERVICE	47,573	47,573
512.91-08 TRANSFER TO SEAPLANE BASE	TRANSFER TO SEAPLANE BASE FUND	336,217	336,217
512.91-13 TRANSFERS TO PAVILION	TRANSFER TO PAVILION	90,571	90,571

Finance & Technology

Department 13



Position Summary

Authorized Positions	Pos. #	2013-2014	2014-2015	2015-2016
Full Time:				
Accounting Clerk	7005	1	1	1
Administrative Assistant	7010	1	1	1
Budget Analyst	13002	1	1	1
Computer Info System Analyst ¹	7016	N/A	1	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
Warehouse/Customer Svc Assist ²	7015	0	0	0
No. of Full Time		12	13	13
Total No. of Positions:		12	13	13
Total FTEs:		12	13	13

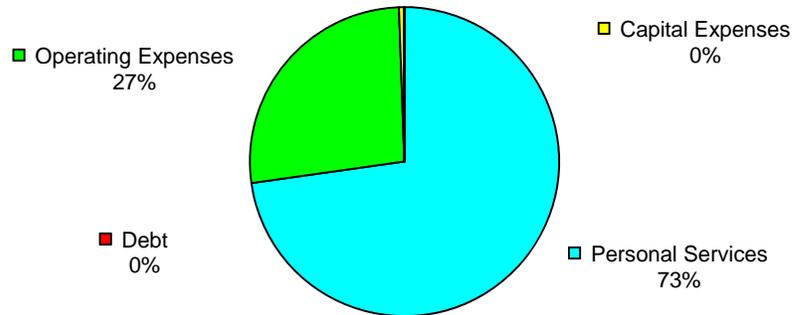
Notes:

1. Position will be full time and is effective for FY2015. Position will support Information Technology Operations.
2. Position will provide primary Warehouse Operations and provide backfill support for Water turn-ons & turn-offs during vacations. Position will also share in after hours customer service.

Budget Summary

	Audited Actuals 2013-2014	Revised Budget 2014-2015	Adopted Budget 2015-2016	% Change Over FY 14-15
<i>Department Summary</i>				
Finance-1301				
Personal Services	751,779	812,803	871,102	7.17%
Operating Expenses	196,741	247,659	294,708	19.00%
Capital Expenses	-	49,589	-	-100.00%
Debt	-	-	-	0.00%
Total Finance	948,520	1,110,051	1,165,810	5.02%
Information Tech.-1302				
Personal Services	91,625	154,209	179,468	16.38%
Operating Expenses	54,468	89,328	90,076	0.84%
Capital Expenses	10,279	29,793	8,400	-71.81%
Debt	-	-	-	0.00%
Total Info. Tech.	156,372	273,330	277,944	1.69%
Grand Total Finance & Information Tech.	\$ 1,104,892	\$ 1,383,381	\$ 1,443,754	4.36%
<i>Category Summary</i>				
Personal Services	843,404	967,012	1,050,570	8.64%
Operating Expenses	251,209	336,987	384,784	14.18%
Capital Expenses	10,279	79,382	8,400	-89.42%
Debt	-	-	-	0.00%
Grand Total Finance & Information Tech.	\$ 1,104,892	\$ 1,383,381	\$ 1,443,754	4.36%
<i>Percentage of Fund Budget</i>	7.89%	9.88%	9.26%	

2016 APPROPRIATIONS



2016 OPERATING BUDGET

FINANCE - 1301

PROGRAM HIGHLIGHTS

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 2013	Actual 2014	Est. 2015	Est. 2016
1.	Number of Utility Bills Generated	93,446	96,301	99,190	102,166
2.	Number of New Customer Requests Received	2,072	1,858	2,336	2,406
3.	Number of Receipts Processed (Payments)	75,150	77,559	80,883	82,905
4.	Number of Credit Card Transactions Processed	15,973	18,598	22,301	24,308
5.	Number of Liens Filed	256	243	275	275
6.	Miscellaneous Accounts Receivables Invoiced	130	227	230	230
7.	Number of Accounts Payable Checks issued	5,367	5,651	5,933	6,141
8.	Number of Journal Entries Processed and Updated	370	432	475	500
9.	Number of Requisitions Processed	4,605	5,022	5,474	5,775
10.	Number of Purchase Orders Issued	4,463	4,965	5,511	5,787
11.	Accounting Batches Processed - All Transaction types	4,738	4,622	4,761	4,903
12.	Number of Fixed Assets added	65	188	125	100
13.	Number of Grants Administered	14	16	15	18
14.	Number of Utility Agreements Managed	13	13	13	14
15.	Budget Workshops, Public Hearings	16	16	16	16
16.	Number of Debt Obligations Administered	21	21	18	20
17.	Number of Projects Tracked & Reconciled	23	25	25	22
18.	Number of Various Inventory Stock Items Maintained	274	1,561	1,561	2,061
19.	Management Letter Comments by Auditors	1	0	0	0
20.	Number of Fund Budgets Maintained	26	27	29	29

2016 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

2016 OPERATING BUDGET

FINANCE - 1301 (continued)

PROGRAM HIGHLIGHTS

2016 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

2016 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 Convenience Fee.
15. Implement bar-code capability for Centralized Inventory Operations.
16. Implement inventory for Sewer Department.
17. Continue implementation of Budgeting Service Initiatives.
18. Implement a POS System and Cash Receipts Reporting Procedure for the Pavilion on the Lake.

2015 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 9-30-2014.
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. Completed Water and Sewer Revenue Sufficiency Study.
6. Received PCI Compliance for credit card acceptance.
7. Completed Lien Processing initiatives for Utility and Fire Assessment Liens.
8. Administered over **16** various grants for City Projects.
9. Coordinated SRF funding efforts and prepared analysis for same.
10. Updated the Fire Assessment Roll and Coordinated with Utility Billing System.
11. Completed closeout analysis for the Pavilion on the Lake Project.
12. Participated on the Florida League of Cities Finance Committee.
13. Sat up Code system for tracking Fire Over-time to meet Legislative Pension Over-time Restrictions.
14. Set-up Special Assessment billing utilizing utility bills for the Sunset View Project.
15. Implemented On-line account access and On-line bill Pay for Pavilion on the Lake clients.
16. Implemented electronic collection for customers using "bill-payer" with their banks for payment processing.
17. Implemented Click2Gov3 for on-line credit card payments for Utility and Pavilion Accounts.
18. Implemented an Innovative Voice Response System for Call-in Credit Card Payments.
19. Secured Special Assessment Debt Financing for the Sunset View Water/Wastewater Project.

2016 OPERATING BUDGET

INFORMATION TECHNOLOGY - 1302

PROGRAM HIGHLIGHTS

DEPARTMENT MISSION

It is the mission of the Information Technology Department to meet the ever-changing technology needs of its users, within an integrated network environment comprising of many locations and functions. The department will continually strive to improve the network and the computer environment, of the end user and our stakeholders, through research and use of new technology for overall effective and efficient use of City resources, while limiting the need for specialized and expensive consultative support.

DEPARTMENT DESCRIPTION (Services, Functions, and Activities)

The Information Technology Department is responsible for researching, evaluating, purchasing, installing, and maintaining all City-owned computer related equipment and software. While maintaining an emphasis on customer service, the department provides technology support and training to all City departments and staff.

SERVICE INDICATORS

	Indicator Description	Actual 2013	Actual 2014	Est. 2015	Projected 2016
1.	Total Computers Serviced	140	145	150	150
2.	Network Printers Serviced	25	25	25	25
3.	Local Printers Serviced	52	55	55	55
4.	User Accounts Maintained	135	135	140	140
5.	Network Servers Maintained	8	8	8	8
6.	Server/Network Failures	1	0	0	0
7.	Downtime due to Virus Attack	0	0	0	0
8.	Downtime due to Connectivity	1	0	0	0

2016 GOALS

Organizational Development

Provide a framework of technology focused on collaboration and efficiency throughout our various services and departments, instilling organizational pride and teamwork.

Growth and Development

Adopt forward thinking initiatives while utilizing scalable equipment and management to facilitate rapid changes in structures as needed.

City Lifestyle

Continue to offer a variety of services via electronic means in order to improve our stakeholders access to needed information

Citizen and Customer Service Focus

Continue to emphasize customer service as a cornerstone of our overall community initiatives

Innovation and Technology

Continue looking to improve all current technology with the intent of delivery cutting edge performance and reliability at reduced costs

Organizational Performance

Implement new methods and procedures to impact service response times and resolutions, driving down costs for loss of productivity

2016 OPERATING BUDGET

INFORMATION TECHNOLOGY - 1302 (Continued)

PROGRAM HIGHLIGHTS

2016 OBJECTIVES

1. Provide outstanding customer service to employees and stakeholders.
2. Maintain a secure network, dedicated to efficient operations.
3. Adopt technological advancements to improve efficiency, productivity and lower costs
4. Improve City Hall security.

2015 ACCOMPLISHMENTS

Customer Focus, Innovation & Technology, and Organizational Performance

1. Updated all XP machines to Windows 7.
2. Assisted with Point of Sale issues to facilitate accurate and timely reporting
3. Assist with various issues at the new Pavilion on the Lake as related to technology
4. Created a Public Wi-Fi throughout all of the Cities Facilities.
5. Troubleshoot and resolve connectivity issues and VPN connections for Tavares Police Dept. and Utility Techs.
6. Provide assistance to all departments above and beyond Information Technology needs
7. Provided City-wide support 24/7/365 for any critical issues that may present themselves.
8. Provide outstanding customer service.
9. Continued to research and test various options to simplify and streamline the City's computer operations
10. Provided the most comprehensive hardware and software service to all City users as possible.
11. Provided training computers and custom setups for any training required by employees or departments
12. Troubleshoot 3rd party applications, yielding successful solutions.
13. Provide technical support for special events when needed.
14. Rolled out a new Video and Door Security system that allows remote monitoring capabilities and recording.
15. Provide phone training and setup as needed.

FUND 001
 DEPT 13
 DIVISION 01

FINANCE EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2013-2014	REVISED BUDGET 2014-2015	ADOPTED BUDGET 2015-2016	% CHANGE OVER FY 14-15
<i>SALARIES AND BENEFITS</i>					
513.12-10	REGULAR SALARIES	572,117	607,331	642,499	5.79%
513.14-10	OVERTIME	1,546	5,974	5,974	0.00%
513.15-60	ELECTR TABLET ALLOWANCE	500	-	-	0.00%
513.21-10	FICA / MED TAXES	41,067	43,984	46,446	5.60%
513.22-20	FL STATE RETIREMENT	53,380	61,401	68,497	11.56%
513.23-10	HEALTH INSURANCE	48,102	54,561	57,545	5.47%
513.23-15	DENTAL INSURANCE	2,988	3,360	3,753	11.70%
513.23-20	LIFE INSURANCE	3,246	2,421	3,620	49.52%
513.23-21	SHORT-TERM DISABILITY	2,182	2,283	2,587	13.32%
513.23-30	DEPENDENT HEALTH INSURANCE	20,805	25,149	32,743	30.20%
513.23-35	DEPENDENT DENTAL INSURANCE	3,156	3,481	4,215	21.09%
513.23-40	LONG TERM DISABILITY	1,487	1,570	1,661	5.80%
513.24-10	WORKERS' COMPENSATION	1,203	1,288	1,562	21.27%
* SALARIES AND BENEFITS		751,779	812,803	871,102	7.17%
<i>OPERATING EXPENDITURES</i>					
513.32-10	AUDIT SERVICES	21,600	22,820	17,876	-21.67%
513.34-10	CONTRACTUAL SERVICES	65,302	86,671	134,929	55.68%
513.40-10	TRAVEL & PER DIEM	2,823	11,410	11,241	-1.48%
513.41-10	TELEPHONE	3,399	4,899	2,685	-45.19%
513.41-30	POSTAGE	39,752	41,689	41,739	0.12%
513.44-10	RENTALS & LEASES	10,114	10,398	6,292	-39.49%
513.45-10	LIABILITY	21,056	23,464	24,157	2.95%
513.46-15	REPAIR & MAINT. - EQUIPMENT	345	5,161	3,637	-29.53%
513.47-10	PRINTING & BINDING	4,636	8,085	15,525	92.02%
513.49-10	ADVERTISING	2,325	2,546	2,999	17.79%
513.49-30	BANK/WIRE/ADMN EXPENSE	718	1,460	1,025	-29.79%
513.49-32	CREDIT CARD PROCESSING FEES	595	-	568	100.00%
513.51-10	OFFICE SUPPLIES	842	1,236	1,236	0.00%
513.52-10	OPERATING SUPPLIES	12,792	10,262	16,802	63.73%
513.52-11	DURABLE GOODS	-	3,230	2,966	-8.17%
513.52-15	FUEL COSTS	3,393	6,123	3,164	-48.33%
513.52-25	UNIFORMS	247	815	331	-59.39%
513.54-10	BKS, PUB, SUB, MEM, LIB	2,802	4,555	4,696	3.10%
513.59-40	RECORDING & TAXES	4,000	2,835	2,840	0.18%
* OPERATING EXPENDITURES		196,741	247,659	294,708	19.00%
<i>CAPITAL EXPENDITURES</i>					
513.64-10	EQUIP - REPLACEMENT	-	5,299	-	-100.00%
513.64-13	EQUIP-COMPUTER REPLACE	-	8,616	-	-100.00%
513.64-14	EQUIP - NEW COMPUTERS	-	1,260	-	-100.00%
513.64-15	EQUIP - NEW	-	34,414	-	-100.00%
* CAPITAL EXPENDITURES		-	49,589	-	-100.00%
TOTAL FINANCE		948,520	1,110,051	1,165,810	5.02%

FUND 001
DEPT 13
DIVISION 01

FINANCE EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2015-2016
513.12-10 REGULAR SALARIES	SALARIES FOR REGULAR EMPLOYEES	642,499	642,499
513.14-10 OVERTIME	WAGES FOR HOURS WORKED IN EXCESS OF REGULAR TIME	5,974	5,974
513.15-60 ELECTR TABLET ALLOWANCE	NO AMOUNT BUDGETED	-	-
513.21-10 FICA / MED TAXES	SOCIAL SECURITY AND MEDICARE TAX BENEFIT	46,446	46,446
513.22-20 FL STATE RETIREMENT	FRS RETIREMENT CONTRIBUTIONS FOR REGULAR EMPLOYEES	68,497	68,497
513.23-10 HEALTH INSURANCE	HEALTH INSURANCE PREMIUMS FOR EMPLOYEES	57,545	57,545
513.23-15 DENTAL INSURANCE	DENTAL INSURANCE PREMIUMS FOR EMPLOYEES	3,753	3,753
513.23-20 LIFE INSURANCE	LIFE INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	3,620	3,620
513.23-21 SHORT-TERM DISABILITY	SHORT-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	2,587	2,587
513.23-30 DEPENDENT HEALTH INSURANC	SUBSIDIZED HEALTH INSURANCE PREMIUMS FOR EMPLOYEES' DEPENDENTS	32,743	32,743
513.23-35 DEPENDENT DENTAL INSURANC	SUBSIDIZED DENTAL INSURANCE PREMIUMS FOR EMPLOYEES' DEPENDENTS	4,215	4,215
513.23-40 LONG TERM DISABILITY	LONG-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	1,661	1,661
513.24-10 WORKERS' COMPENSATION	WORKERS' COMPENSATION INSURANCE	1,562	1,562
513.32-10 AUDIT SERVICES	AUDIT PREPARATION CAFR PREPARATION SINGLE AUDIT	12,962 3,024 1,890	17,876
513.34-10 CONTRACTUAL SERVICES	FINANCIAL SOFTWARE MAINTENANCE AND SUPPORT RUMSG CAFR SOFTWARE DELINQUENT NOTICE BILLING UTILITY BILLING SUNSTATE METER SOFTWARE SUPPORT & MAINTENANCE ACTUARY-OPEB ADDITIONAL QREP LICENSES ARBITRAGE REBATE PROGRAM CHANGES-SUNGARD VOICE RESPONSE PHONE CR CARD PAYMENTS (SELECTRON) ANNUAL BOND DISCLOSURE RATE STUDY FOR SOLID WASTE	61,177 1,691 2,244 15,074 2,574 3,675 840 5,250 1,890 13,860 1,654 25,000	134,929
513.40-10 TRAVEL & PER DIEM	FGFOA CONFERENCE GFOA CONFERENCE SUGA CONFERENCE NIGP-SEMINARS/WORKSHOPS FABTO-BUSINESS TAX RECEIPTS CONFERENCE SCHOOL OF GOVERNMENTAL FINANCE (2 EMPLOYEES) CUSTOMER SERVICE TRAINING CENTRAL FL FGFOA	5,107 1,323 1,050 368 336 1,947 1,000 110	11,241
513.41-10 TELEPHONE	NEXTEL VERIZON DOMS FAX	907 909 869	2,685
513.41-30 POSTAGE	BULK MAILING OF UTILITY BILLS DELINQUENT NOTICE MAILING MAILING A/P, A/R, DEPOSIT REFUNDS, ETC OVER NIGHT DELIVERIES	30,997 6,156 4,325 261	41,739
513.44-10 RENTALS & LEASES	MAIL MACHINE MAINTENENCE COPIER UB NETWORK DESKTOP FAXING COLOR COPIER STORAGE UNIT	1,521 1,902 1,909 960	6,292
513.45-10 LIABILITY	LIABILITY INSURANCE	24,157	24,157
513.46-15 EQUIPMENT	ANNUAL SUPPORT-ARBN SIGHT R900 SYS SOFTWARE 4.7 ANNUAL SUPPORT-MRX920V2 MOBILE DATA COLLECTOR ANNUAL SUPPORT-US MAPS SOFTWARE REV A ANNUAL SUPPORT-R900 BLUETOOTH BELT CLIP #1248	798 1,054 599 209	3,637

FUND 001
 DEPT 13
 DIVISION 01

FINANCE EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2015-2016
	ANNUAL SUPPORT-(7) MOS.MRX920V2 MOBILE DATA COLL	615	
	LINE PRINTER MAINTENANCE AGREEMENT (IBM)	362	
513.47-10 PRINTING & BINDING	BUSINESS TAX RECEIPTS	6,365	15,525
	STATIONERY & ENVELOPS	1,050	
	BUDGET & BUDGET COVERS	1,680	
	CHECKS (A/P, P/R & CSD)	3,150	
	CAFR & CAFR COVERS	2,310	
	BLUE TAGS, BUSINESS CARDS, MISC. PRINTED MATERIAL	420	
	TAX FORMS	550	
513.49-10 ADVERTISING	RFP'S ETC. FOR PURCHASING	1,496	2,999
	STATE REQUIRED TRUTH MILLAGE ADVERTISEMENT	1,503	
513.49-30 BANK/WIRE/ADMN EXPENSE	ANALYSIS FEES	1,025	1,025
513.49-32 CREDIT CARD PROCESSING	CREDIT CARD PROCESSING FEES	568	568
513.51-10 OFFICE SUPPLIES	GENERAL OFFICE SUPPLIES	1,236	1,236
513.52-10 OPERATING SUPPLIES	BASIC SUPPLIES FOR DAILY OPERATIONS	9,450	16,802
	PER COPY CHARGE FOR COLOR COPIER/FAX	2,322	
	COPY PAPER	2,520	
	CITY SHIRTS-UB 5 SHIRTS FOR 4 EMPLOYEES +6 EMPLOYEE	1,260	
	CELL PHONE REPLACEMENT	200	
	MICR TONERS FOR PRINTING LASER CHECKS	420	
	SUPPLIES FOR COLOR PRINTER	420	
	SIGNATURE PLATE FOR CHECK SIGNING MACHINE	210	
513.52-11 DURABLE GOODS	4 DRAWER LATERAL CABINET	780	2,966
	4 DRAWER LETTER CABINET	308	
	2 DRAWER LATERAL CABINET	478	
	3 LOW BLUE LIGHT MONITORS	900	
	REPLACE TABLET	500	
513.52-15 FUEL COSTS	FUEL COSTS	3,164	3,164
513.52-25 UNIFORMS	CUSTOMER SERVICE ASSISTANT UNIFORMS	331	331
513.54-10 BKS, PUB, SUB, MEM, LIB	PRINTED MATERIALS FOR CONTINUING EDUCATION	2,066	4,696
	GFO MEMBERSHIP (NATL, STATE, LOCAL CHAPTERS)	473	
	SUGA MEMBERSHIP	205	
	AIRPORT PURCHASING GRP MEMBERSHIP	43	
	FABTO (BUSINESS TAX RECEIPTS) MEMBERSHIP	49	
	AMER ASSOC OF A/P MEMBERSHIP	78	
	REAL PLAYER SUBSCRIPTION	208	
	NIGP (PURCHASING) NATL & LOCAL MEMBERSHIP	345	
	RIA PAYROLL GUIDE RENEWAL	1,195	
	AEAP MEMB. ASSOC. EXECUTIVE & ADMIN PROFESSIONALS	34	
513.59-40 RECORDING & TAXES	LIEN FILING AND NOTICE SERVING	2,840	2,840
513.64-10 EQUIP - REPLACEMENT	NO AMOUNT BUDGETED	-	-
513.64-13 EQUIP - COMP REPLACEMENT	NO AMOUNT BUDGETED	-	-
513.64-14 EQUIP - NEW COMPUTERS	NO AMOUNT BUDGETED	-	-
513.64-15 EQUIP - NEW	NO AMOUNT BUDGETED	-	-

FUND 001
DEPT 13
DIVISION 02

INFORMATION TECHNOLOGY EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2013-2014	REVISED BUDGET 2014-2015	ADOPTED BUDGET 2015-2016	% CHANGE OVER FY 14-15
<i>SALARIES AND BENEFITS</i>					
513.12-10	REGULAR SALARIES	68,445	108,589	131,849	21.42%
513.14-10	OVERTIME	-	1,500	3,000	100.00%
513.21-10	FICA / MED TAXES	4,731	8,018	9,672	20.63%
513.22-20	FL STATE RETIREMENT	4,843	8,384	10,424	24.33%
513.23-10	HEALTH INSURANCE	4,851	9,793	5,754	-41.24%
513.23-15	DENTAL INSURNACE	278	507	682	34.52%
513.23-20	LIFE INSURANCE	388	444	735	65.54%
513.23-21	SHORT-TERM DISABILITY	270	287	551	91.99%
513.23-30	DEPENDENT HEALTH INSURANCE	6,935	15,147	15,523	2.48%
513.23-35	DEPENDENT DENTAL INSURANCE	562	1,022	698	-31.70%
513.23-40	LONG TERM DISABILITY	178	283	337	19.08%
513.24-10	WORKERS' COMPENSATION	144	235	243	3.40%
*	SALARIES AND BENEFITS	91,625	154,209	179,468	16.38%
<i>OPERATING EXPENDITURES</i>					
513.34-10	CONTRACTUAL SERVICES	23,677	41,013	46,325	12.95%
513.40-10	TRAVEL & PER DIEM	-	1,916	2,021	5.48%
513.41-10	TELEPHONE	1,497	2,865	1,867	-34.83%
513.41-20	OTHER COMMUNICATION	16,635	22,428	20,374	-9.16%
513.45-10	LIABILITY	3,552	3,958	4,075	2.96%
513.49-10	ADVERTISING	-	1,583	-	-100.00%
513.51-10	OFFICE SUPPLIES	-	252	630	150.00%
513.52-10	OPERATING SUPPLIES	9,107	14,420	13,808	-4.24%
513.52-11	DURABLE GOODS	-	320	320	0.00%
513.54-10	BKS, PUB, SUB, MEM, LIB	-	573	656	14.49%
*	OPERATING EXPENDITURES	54,468	89,328	90,076	0.84%
<i>CAPITAL EXPENDITURES</i>					
513.64-10	EQUIP - REPLACEMENT	-	8,000	-	-100.00%
513.64-13	EQUIP - COMP REPLACEMENT	-	4,533	-	-100.00%
513.64-14	EQUIP - NEW COMPUTERS	-	1,260	-	-100.00%
513.64-15	EQUIP - NEW	6,839	16,000	8,400	-47.50%
513.64-23	SOFTWARE	3,440	-	-	0.00%
*	CAPITAL EXPENDITURES	10,279	29,793	8,400	-71.81%
TOTAL INFORMATION TECH SERVICES		156,372	273,330	277,944	1.69%
***	FINANCE & TECHNOLOGY	1,104,892	1,383,381	1,443,754	4.36%

FUND 001
DEPT 13
DIVISION 02

INFORMATION TECHNOLOGY EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2015-2016
513.12-10 REGULAR SALARIES	SALARIES FOR REGULAR EMPLOYEES	131,849	131,849
513.14-10 OVERTIME	WAGES FOR HOURS WORKED IN EXCESS OF REGULAR TIME	3,000	3,000
513.21-10 FICA / MED TAXES	SOCIAL SECURITY AND MEDICARE TAX BENEFIT	9,672	9,672
513.22-20 FL STATE RETIREMENT	FRS RETIREMENT CONTRIBUTIONS FOR REGULAR EMPLOYEES	10,424	10,424
513.23-10 HEALTH INSURANCE	HEALTH INSURANCE PREMIUMS FOR EMPLOYEES	5,754	5,754
513.23-15 DENTAL INSURANCE	DENTAL INSURANCE PREMIUMS FOR EMPLOYEES	682	682
513.23-20 LIFE INSURANCE	LIFE INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	735	735
513.23-21 SHORT-TERM DISABILITY	SHORT-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	551	551
513.23-30 DEPENDENT HEALTH INSURANCE	SUBSIDIZED HEALTH INSURANCE PREMIUMS FOR EMPLOYEES' DEPENDENTS	15,523	15,523
513.23-35 DEPENDENT DENTAL INSURANCE	SUBSIDIZED DENTAL INSURANCE PREMIUMS FOR EMPLOYEES' DEPENDENTS	698	698
513.23-40 LONG TERM DISABILITY	LONG-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	337	337
513.24-10 WORKERS' COMPENSATION	WORKERS' COMPENSATION INSURANCE	243	243
513.34-10 CONTRACTUAL SERVICES	DOMAIN NAME/WEB HOSTING DOMAIN NAME ANNUAL FEE CISCO-HARDWARE ROUTER FOR PD SERVICE DISK KEEPER MAINTENANCE CREATIVE CLOUD LICENSE ANNUAL LOG ME IN FEE CENTRAL & PRO DOMAIN NAME REGISTRATIONS (ACCELERATED DATA WORKS) EMAIL MANAGEMENT (WINDSTREAM) SERVER SUPPORT SERVICES MICROSOFT LICENSES (125) MICROSOFT SUPPORT SERVICE MESSAGE ARCHIVER SOFTWARE MAIL GUARD ANNUAL FEE FIBER OPTICS LOCATES SECURITY SYSTEM REPAIR EMAIL SERVER SUPPORT CASE IMAGING PROCESS SERVICE (125 DEVICES) WEB HOSTING FEE LIBRARY MS OVG WIN PRO 7 UPGRADE FOR 12 COMPUTERS	882 630 6,000 1,460 613 525 929 6,161 1,208 20,500 1,000 2,570 252 330 315 420 1,100 630 800	46,325
513.40-10 TRAVEL & PER DIEM	MEETINGS CERTIFIED PUBLIC TECH CERTIFICATION	210 1,811	2,021
513.41-10 TELEPHONE	NEXTEL VERIZON	958 909	1,867
513.41-20 OTHER COMMUNICATION	VOIP INTERNET SERVICES COMCAST CIT WIDE INTERNET COMCAST VPN INTERNET	15,183 3,150 2,041	20,374
513.45-10 LIABILITY	LIABILITY INSURANCE	4,075	4,075
513.49-10 ADVERTISING	NO AMOUNT BUDGETED	-	-
513.51-10 OFFICE SUPPLIES	GENERAL OFFICE SUPPLIES	630	630
513.52-10 OPERATING SUPPLIES	CITY SHIRTS PER CITY POLICY GENERAL OPERATING SUPPLIES	158 13,650	13,808

FUND 001
 DEPT 13
 DIVISION 02

INFORMATION TECHNOLOGY EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2015-2016
513.52-11 DURABLE GOODS	2 EMERGENCY MONITORS	320	320
513.54-10 BKS, PUB, SUB, MEM, LIB	PRINTED EDUCATIONAL MATERIAL FLGISA MEMBERSHIP	525 131	656
513.64-10 EQUIP - REPLACEMENT	NO AMOUNT BUDGETED	-	-
513.64-13 EQUIP - COMP REPLACEMENT	NO AMOUNT BUDGETED	-	-
513.64-14 EQUIP - NEW COMPUTERS	NO AMOUNT BUDGETED	-	-
513.64-15 EQUIP - NEW	2 FIBER SWITCHES - \$2200 EACH HARD DRIVE STORAGE 32 TERABYTES	4,400 4,000	8,400
513.64-23 SOFTWARE	NO AMOUNT BUDGETED	-	-

Legal Services

Department 14



Budget Summary

	Audited Actuals 2013-2014	Revised Budget 2014-2015	Adopted Budget 2015-2016	% Change Over FY 14-15
<i>Department Summary</i>				
Legal Services-1401				
Operating Expenses	123,093	157,716	165,602	5.00%
Grand Total Legal Services	\$ 123,093	\$ 157,716	\$ 165,602	5.00%
<i>Percentage of Fund Budget</i>	<i>0.88%</i>	<i>1.13%</i>	<i>1.06%</i>	

FUND 001
 DEPT 14
 DIVISION 01

LEGAL SERVICES EXPENDITURES

<u>ACCT #</u>	<u>ACCOUNT DESCRIPTION</u>	<u>AUDITED ACTUALS 2013-2014</u>	<u>REVISED BUDGET 2014-2015</u>	<u>ADOPTED BUDGET 2015-2016</u>	<u>% CHANGE OVER FY 14-15</u>
<i>OPERATING EXPENDITURES</i>					
514.31-10	CITY ATTORNEY	122,593	157,716	165,602	5.00%
514.52-10	OPERATING SUPPLIES	500	-	-	0.00%
*	OPERATING EXPENDITURES	<u>123,093</u>	<u>157,716</u>	<u>165,602</u>	5.00%
TOTAL	LEGAL SERVICES	<u>123,093</u>	<u>157,716</u>	<u>165,602</u>	<u>5.00%</u>

FUND 001
DEPT 14
DIVISION 01

LEGAL SERVICES EXPENDITURE JUSTIFICATION

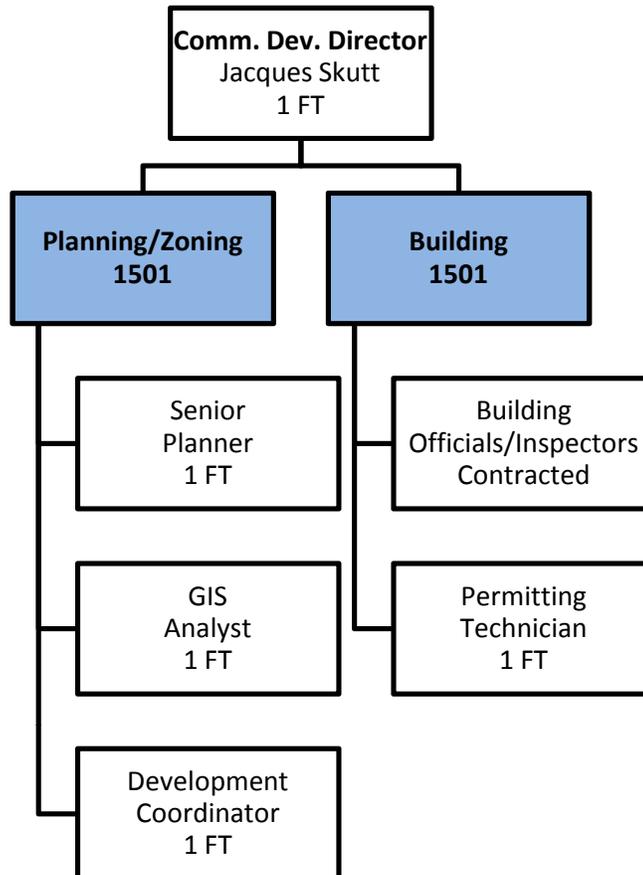
<u>ACCOUNT DESCRIPTION</u>	<u>COMMENTS</u>	<u>DETAIL</u>	<u>ADOPTED BUDGET 2015-2016</u>
514.31-10 CITY ATTORNEY	LEGAL FEES	165,602	165,602
514.52-10 OPERATING SUPPLIES	NO AMOUNT BUDGETED	-	-

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Community Development

Department 15



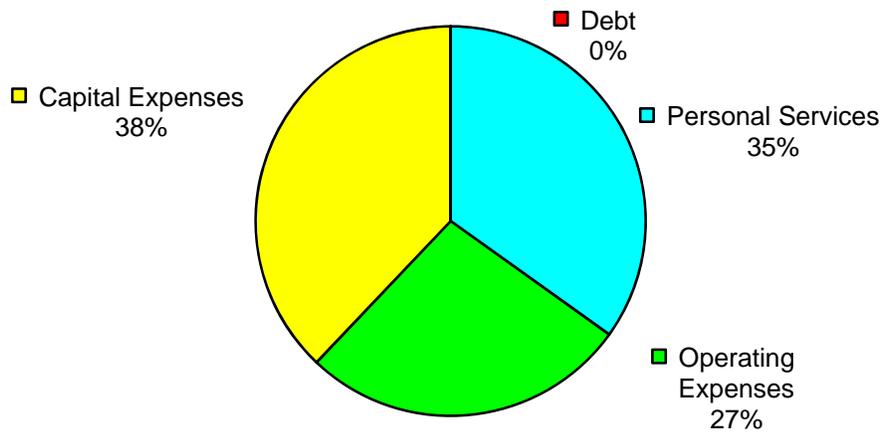
Position Summary

Authorized Positions	Pos. #	2013-2014	2014-2015	2015-2016
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

<i>Department Summary</i>	Audited Actuals 2013-2014	Revised Budget 2014-2015	Adopted Budget 2015-2016	% Change Over FY 14-15
Community Development-1501				
Personal Services	380,341	403,761	423,315	4.84%
Operating Expenses	176,389	346,646	329,900	-4.83%
Capital Expenses	-	57,659	460,000	697.79%
Debt	-	-	-	0.00%
Total Comm. Development	\$ 556,730	\$ 808,066	\$ 1,213,215	50.14%
<i>Percentage of Fund Budget</i>	3.98%	5.77%	7.78%	

2016 APPROPRIATIONS



2016 OPERATING BUDGET

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, permitting, GIS support services and ensuring compliance with relevant Federal and State regulations. 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 2013	Actual 2014	Est. 2015	Projected 2016
1.	Annexation	2	3	2	3
2.	Rezone/Text Amendments	6	12	4	5
3.	Comp Plan Amendment	8	5	2	6
4.	Variances	1	4	4	5
5.	Vacates	2	2	0	2
6.	Site Plan Review	10	4	3	4
7.	Subdivision Construction Plan Review	1	0	0	1
8.	Final Plat Approval	1	1	0	1
9.	Lot Split Approval	1	1	2	1
10.	GIS-Internal Customer Service Request (Fire Hydrant Locate, Utilities Service Locates, and Special Projects)	**	**	120	132
11.	GIS-External Customer Service (Address Assignment, Floodplain determination, and Publically Requested Maps)	**	**	300	306
12.	Schedule and Unscheduled Meetings	**	**	446	454
13.	Special Project (ISBA, Downtown Master Plan, Downtown Parking Study)			6	7
	TOTAL	32	32	889	927

2016 OPERATING BUDGET

COMMUNITY DEVELOPMENT (continued)

PROGRAM HIGHLIGHTS

Building Division

	Indicator Description	Actual 2013	Actual 2014	Est. 2015	Projected 2016
1.	New Residential Units	92	172	172	135
2.	New Mobile Homes	2	0	2	3
3.	New Commercial Buildings	6	10	12	15
4.	Commercial Additions/Alt	28	30	36	45
5.	Residential Additions/Alt	120	150	159	175
6.	Other Permits	490	500	545	550
7.	Schedule and Unscheduled Meetings	**	**	**	10
8.	Special Project (Impact Fee Reports)	**	**	**	5
	TOTAL	738	862	926	938
	TOTAL VALUATION	35,000,000	50,000,000	51,500,000	60,000,000

** New for FY2015

2016 GOALS

Organizational Development

To organize staff responsibilities and procedures and professional training 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.

2016 OBJECTIVES

1. Ensure that all staff members are trained, fully proficient in their responsibilities and encouraged to expand their skills.
2. Maximize the use of technology to better serve the public and other City departments.
3. Work with County to systematically annex enclaves where it is deemed to be mutually beneficial and in the best interest of our citizens.
4. Complete the City's ADA Transition Plan through coordinated effort with the Public Works Department.
5. Design and Fabricate kiosk sign for Alfred Street/Caroline Street.
6. Complete the vehicular wayfinding signage initial installation.
7. Continue progress toward the completion of the major gateway project installation.
8. Continue implementation of the Downtown Master Plan projects and redevelopment goals.
9. Complete the Ruby Street Streetscape construction project.
10. Complete the Main Street Streetscape construction project.
11. Continue progress toward the completion of the Tav-Dora Trail.
12. Continue the downtown named alleyway memorial.
13. Complete the streetscape of Alfred Street and Caroline Street.
14. Work with continue to ensure consistency between the comprehensive planning documents.
15. Purchase and implement a GIS-based building permitting and planning tracking software.

2016 OPERATING BUDGET

2015 ACCOMPLISHMENTS

Customer Focus, Innovation & Technology, and Organizational Performance

1. First four Wayfinding Signs installed along US Highway 441.
2. Alfred Street one-way pair construction complete.
3. Completed Interlocal Service Boundary agreement with County and other participating municipalities.
4. Continuing 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
DEPT 15
DIVISION 01

COMMUNITY DEVELOPMENT EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2013-2014	REVISED BUDGET 2014-2015	ADOPTED BUDGET 2015-2016	% CHANGE OVER FY 14-15
<i>SALARIES AND BENEFITS</i>					
515.12-10	REGULAR SALARIES	282,138	294,174	310,511	5.55%
515.14-10	OVERTIME	-	256	256	0.00%
515.15-60	ELECTR TABLET ALLOWANCE	500	-	-	0.00%
515.21-10	FICA / MED TAXES	20,141	21,014	22,444	6.80%
515.22-10	RETIREMENT	109	-	1,845	100.00%
515.22-20	FL STATE RETIREMENT	29,043	32,849	36,727	11.81%
515.23-10	HEALTH INSURANCE	25,297	28,265	28,772	1.79%
515.23-15	DENTAL INSURANCE	1,392	1,513	1,706	12.76%
515.23-20	LIFE INSURANCE	1,599	1,196	1,756	46.82%
515.23-21	SHORT-TERM DISABILITY	1,099	1,135	1,274	12.25%
515.23-30	DEPENDENT HEALTH INSURANCE	16,674	20,855	15,523	-25.57%
515.23-35	DEPENDENT DENTAL INSURANCE	1,025	1,099	1,139	3.64%
515.23-40	LONG TERM DISABILITY	732	766	802	4.70%
515.24-10	WORKERS' COMPENSATION	592	639	560	-12.36%
*	SALARIES AND BENEFITS	380,341	403,761	423,315	4.84%
<i>OPERATING EXPENDITURES</i>					
515.31-15	ENGINEERING	2,496	49,420	19,000	-61.55%
515.32-20	BOARD MEMBER PAYMENTS	960	1,680	1,680	0.00%
515.34-10	CONTRACTUAL SERVICES	137,861	228,283	257,033	12.59%
515.40-10	TRAVEL & PER DIEM	3,216	6,800	7,000	2.94%
515.41-10	TELEPHONE	1,137	1,103	775	-29.74%
515.41-30	POSTAGE	420	700	1,200	71.43%
515.44-10	RENTALS & LEASES	1,619	3,959	3,959	0.00%
515.45-10	LIABILITY	14,489	16,146	16,623	2.95%
515.46-15	REPAIR & MAINT. - EQUIPMENT	795	1,200	1,000	-16.67%
515.47-10	PRINTING & BINDING	260	18,160	2,000	-88.99%
515.49-10	ADVERTISING	7,744	6,000	6,000	0.00%
515.51-10	OFFICE SUPPLIES	988	1,000	1,000	0.00%
515.52-10	OPERATING SUPPLIES	1,393	8,135	8,630	6.08%
515.52-11	DURABLE GOODS	-	1,280	-	-100.00%
515.52-28	PROMO PROGRAM SUPPLIES	765	840	2,000	138.10%
515.54-10	BKS, PUB, SUB, MEM, LIB	2,246	1,940	2,000	3.09%
*	OPERATING EXPENDITURES	176,389	346,646	329,900	-4.83%
<i>CAPITAL EXPENDITURES</i>					
515.64-13	EQUIP - COMP REPLACEMENT	-	7,659	-	-100.00%
515.64-25	FUTURE PROJECTS	-	50,000	460,000	820.00%
*	CAPITAL EXPENDITURES	-	57,659	460,000	697.79%
TOTAL COMMUNITY DEVELOPMENT		556,730	808,066	1,213,215	50.14%

FUND 001
DEPT 15
DIVISION 01

COMMUNITY DEVELOPMENT EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2015-2016
515.12-10 REGULAR SALARIES	SALARIES FOR REGULAR EMPLOYEES	310,511	310,511
515.14-10 OVERTIME	WAGES FOR HOURS WORKED IN EXCESS OF REGULAR TIME	256	256
515.15-60 ELECTR TABLET ALLOWANCE	NO AMOUNT BUDGETED	-	-
515.21-10 FICA / MED TAXES	SOCIAL SECURITY AND MEDICARE TAX BENEFIT	22,444	22,444
515.22-10 RETIREMENT	RETIREMENT CONTRIBUTIONS FOR REGULAR EMPLOYEES	1,845	1,845
515.22-20 FL STATE RETIREMENT	FRS RETIREMENT CONTRIBUTIONS FOR REGULAR EMPLOYEES	36,727	36,727
515.23-10 HEALTH INSURANCE	HEALTH INSURANCE PREMIUMS FOR EMPLOYEES	28,772	28,772
515.23-15 DENTAL INSURANCE	DENTAL INSURANCE PREMIUMS FOR EMPLOYEES	1,706	1,706
515.23-20 LIFE INSURANCE	LIFE INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	1,756	1,756
515.23-21 SHORT TERM DISABILITY	SHORT-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	1,274	1,274
515.23-30 DEPENDENT HEALTH INSURANC	SUBSIDIZED HEALTH INSURANCE PREMIUMS FOR EMPLOYEES' DEPENDENTS	15,523	15,523
515.23-35 DEPENDENT DENTAL INSURANC	SUBSIDIZED DENTAL INSURANCE PREMIUMS FOR EMPLOYEES' DEPENDENTS	1,139	1,139
515.23-40 LONG TERM DISABILITY	LONG-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	802	802
515.24-10 WORKERS' COMPENSATION	WORKERS' COMPENSATION INSURANCE	560	560
515.31-15 ENGINEERING	MONTHLY DRC REVIEW DOWNTOWN PARKING STUDY CAPTAIN HAYNES EXTENSION UPDATE	4,000 10,000 5,000	19,000
515.32-20 BOARD MEMBER PAYMENTS	7 MEMBERS 12 MEETINGS PER YEAR AT \$20	1,680	1,680
515.34-10 CONTRACTUAL SERVICES	SUNGUARD-ADJUSTED BY FINANCE LAKE SUMTER MPO QUORUM SERVICES (2 FT CONTRACT BLDG EMPLOYEES) ESRI	10,275 5,258 234,000 7,500	257,033
515.40-10 TRAVEL & PER DIEM	FL APA CONFERENCE & TRAVEL FL FPZA CONFERENCE & TRAVEL BOAF CONFERENCE & TRAVEL GIS/PLANNING/ZONING SEMINARS HTE CONFERENCE & TRAVEL ADA CONFERENCE & TRAVEL	1,200 1,200 1,200 1,000 1,200 1,200	7,000
515.41-10 TELEPHONE	NEXTEL DOMS FAX	479 296	775
515.41-30 POSTAGE	POSTAGE ANNEXATION NOTICES	700 500	1,200
515.44-10 RENTALS & LEASES	COPY MACHINE COPY MACHINE PARTS, LABOR & TONER	3,239 720	3,959
515.45-10 LIABILITY	LIABILITY INSURANCE	16,623	16,623
515.46-15 EQUIPMENT	REPAIR OF SCANNER / PLOTTER	1,000	1,000
515.47-10 PRINTING & BINDING	MISC PRINTING I.E. COPIES OF LDRS FOR BOARDMEMBERS GIS MAPPING	1,000 1,000	2,000
515.49-10 ADVERTISING	LEGAL ADS FOR PZ APPLICATIONS	6,000	6,000

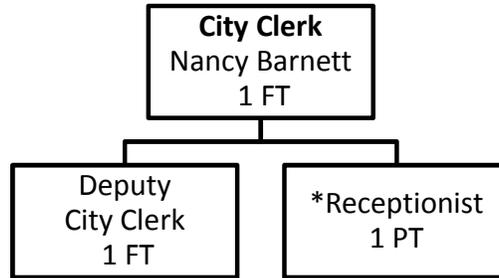
FUND 001
 DEPT 15
 DIVISION 01

COMMUNITY DEVELOPMENT EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2015-2016
515.51-10 OFFICE SUPPLIES	GENERAL OFFICE SUPPLIES	1,000	1,000
515.52-10 OPERATING SUPPLIES	GENERAL OPERATING SUPPLIES	8,000	8,630
	STAFF SHIRTS 5-PERMIT TECH 2 FOR 3 OTHER STAFF MEMEBERS	330	
	ADOBE ACROBAT	300	
515.52-11 DURABLE GOODS	NO AMOUNT BUDGETED	-	-
515.52-28 PROMO PROGRAM SUPPLIES	GREEN INITIATIVES	500	2,000
	KIOSK SIGN INSERT BUSINESS UPDATES	1,500	
515.54-10 BKS, PUB, SUB, MEM, LIB	APA,FPZA,FAPA, BOAF, ADA, AICP (2X), GIS	1,700	2,000
	MISC	300	
515.64-13 EQUIP - COMP REPLACEMENT	NO AMOUNT BUDGETED	-	-
515.64-25 FUTURE PROJECTS	WOOTON PARK MEMORIAL (ALLEY HISTORY DESCRIPTIONS)	10,000	460,000
	CAROLINE STREET STREETScape PROJECT (LOAN FINANCED)	450,000	

City Clerk

Department 16



Position Summary

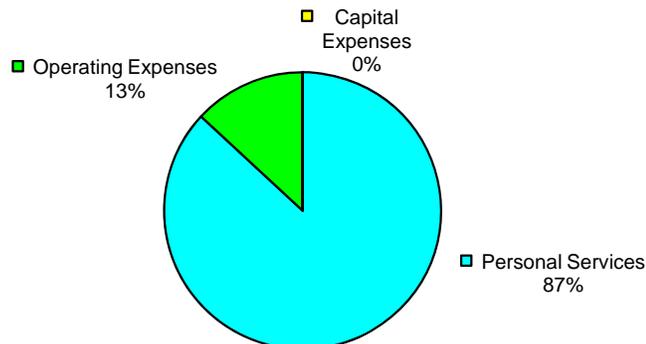
Authorized Positions	Pos. #	2013-2014	2014-2015	2015-2016
Full Time:				
City Clerk	2002	1	1	1
Deputy City Clerk	2008	1	1	1
No. of Full Time		2	2	2
Total No. of Positions:		2	2	2
Total FTEs:		2	2	2

*Receptionist position funded in Administration budget

Budget Summary

	Audited Actuals 2013-2014	Revised Budget 2014-2015	Adopted Budget 2015-2016	% Change Over FY 14-15
<i>Department Summary</i>				
City Clerk-1601				
Personal Services	184,808	197,632	218,806	10.71%
Operating Expenses	17,893	21,558	32,961	52.89%
Capital Expenses	-	1,866	-	-100.00%
Grand Total City Clerk	\$ 202,701	\$ 221,056	\$ 251,767	13.89%
<i>Percentage of Fund Budget</i>	1.45%	1.58%	1.61%	

2016 APPROPRIATIONS



2016 OPERATING BUDGET

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 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.

SERVICE INDICATORS

	Indicator Description	Actual 2013	Actual 2014	Est. 2015	Projected 2016
1.	Ordinances Processed	48	21	34	34
2.	Resolutions Processed	18	33	20	20
3.	Lien Searches	343	460	465	465
4.	Legal Ads & Notices	72	74	75	75
5.	Meeting Minutes	45	47	46	46

2016 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.

2016 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. Continue the economic development plans built upon prior visioning sessions created to prosper the City.
7. Post complete agenda packet and public documents on web for citizen access.
8. Provide thorough and timely research assistance to staff, citizens, and City Council.
9. Coordinate lien searches by working with other departments and responding in a timely manner.

2015 ACCOMPLISHMENTS**Customer Focus, Innovation & Technology, and Organizational Performance**

1. Provided administrative and clerical support for major city initiatives such as the Pavilion on the Lake opening & special fire assessment for Sunset View & Three Lake Mobile.
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. Administered the Community Services grant program.

FUND 001
DEPT 16
DIVISION 01

CITY CLERK EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2013-2014	REVISED BUDGET 2014-2015	ADOPTED BUDGET 2015-2016	% CHANGE OVER FY 14-15
<i>SALARIES AND BENEFITS</i>					
512.12-10	REGULAR SALARIES	128,535	134,314	144,967	7.93%
512.14-10	OVERTIME	70	256	256	0.00%
512.15-60	ELECTR TABLET ALLOWANCE	500	-	-	0.00%
512.21-10	FICA / MED TAXES	8,805	9,175	9,933	8.26%
512.22-10	RETIREMENT	3,066	3,284	3,448	4.99%
512.22-20	FL STATE RETIREMENT	14,848	17,234	20,416	18.46%
512.23-10	HEALTH INSURANCE	10,223	11,474	11,509	0.31%
512.23-15	DENTAL INSURANCE	557	605	682	12.73%
512.23-20	LIFE INSURANCE	726	548	822	50.00%
512.23-21	SHORT-TERM DISABILITY	507	523	609	16.44%
512.23-30	DEPENDENT HEALTH INSURANCE	15,272	18,368	24,131	31.38%
512.23-35	DEPENDENT DENTAL INSURANCE	1,124	1,221	1,396	14.33%
512.23-40	LONG TERM DISABILITY	335	347	375	8.07%
512.24-10	WORKERS' COMPENSATION	270	283	262	-7.42%
512.25-10	UNEMPLOYMENT COMPENSATION	(30)	-	-	0.00%
*	SALARIES AND BENEFITS	184,808	197,632	218,806	10.71%
<i>OPERATING EXPENDITURES</i>					
512.31-20	ELECTION EXPENSE	562	500	12,000	2300.00%
512.34-10	CONTRACTUAL SERVICES	600	350	350	0.00%
512.40-10	TRAVEL & PER DIEM	2,416	3,680	3,500	-4.89%
512.41-10	TELEPHONE	549	745	479	-35.70%
512.41-30	POSTAGE	279	400	400	0.00%
512.45-10	LIABILITY	3,928	4,378	4,507	2.95%
512.46-15	REPAIR & MAINT.- EQUIPMENT	-	200	200	0.00%
512.47-10	PRINTING & BINDING	445	800	800	0.00%
512.47-40	CODIFICATION EXPENDITURES	1,974	2,000	2,000	0.00%
512.48-10	CITY APPRECIATION	-	100	100	0.00%
512.49-10	ADVERTISING	1,696	2,000	2,000	0.00%
512.51-10	OFFICE SUPPLIES	373	600	600	0.00%
512.52-10	OPERATING SUPPLIES	1,516	2,380	2,380	0.00%
512.52-11	DURABLE GOODS	-	160	300	87.50%
512.54-10	BKS, PUB, SUB, MEM, LIB	1,555	1,265	1,345	6.32%
512.59-40	RECORDING & TAXES	2,000	2,000	2,000	0.00%
*	OPERATING EXPENDITURES	17,893	21,558	32,961	52.89%
<i>CAPITAL EXPENDITURES</i>					
512.64-13	EQUIP - COMP REPLACEMENT	-	1,866	-	-100.00%
*	CAPITAL EXPENDITURES	-	1,866	-	-100.00%
TOTAL CITY CLERK		202,701	221,056	251,767	13.89%

FUND 001
 DEPT 16
 DIVISION 01

CITY CLERK JUSTIFICATION

ACCOUNT DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2015-2016
512.12-10 REGULAR SALARIES	SALARIES FOR REGULAR EMPLOYEES	144,967	144,967
512.14-10 OVERTIME	WAGES FOR HOURS WORKED IN EXCESS OF REGULAR TIME	256	256
512.15-60 ELECTR TABLET ALLOWANCE	NO AMOUNT BUDGETED	-	-
512.21-10 FICA / MED TAXES	SOCIAL SECURITY AND MEDICARE TAX BENEFIT	9,933	9,933
512.22-10 RETIREMENT	RETIREMENT CONTRIBUTIONS FOR REGULAR EMPLOYEES	3,448	3,448
512.22-20 FL STATE RETIREMENT	FRS RETIREMENT CONTRIBUTIONS FOR REGULAR EMPLOYEES	20,416	20,416
512.23-10 HEALTH INSURANCE	HEALTH INSURANCE PREMIUMS FOR EMPLOYEES	11,509	11,509
512.23-15 DENTAL INSURANCE	DENTAL INSURANCE PREMIUMS FOR EMPLOYEES	682	682
512.23-20 LIFE INSURANCE	LIFE INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	822	822
512.23-21 SHORT-TERM DISABILITY	SHORT-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	609	609
512.23-30 DEPENDENT HEALTH INSURANC	SUBSIDIZED HEALTH INSURANCE PREMIUMS FOR EMPLOYEES' DEPENDENTS	24,131	24,131
512.23-35 DEPENDENT DENTAL INSURANC	SUBSIDIZED DENTAL INSURANCE PREMIUMS FOR EMPLOYEES' DEPENDENTS	1,396	1,396
512.23-40 LONG TERM DISABILITY	LONG-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	375	375
512.24-10 WORKERS' COMPENSATION	WORKERS' COMPENSATION INSURANCE	262	262
512.25-10 UNEMPLOYMENT COMPENSATION	NO AMOUNT BUDGETED	-	-
512.31-20 ELECTION EXPENSE	NOVEMBER 2015 CITY COUNCIL ELECTION	12,000	12,000
512.34-10 CONTRACTUAL SERVICES	BIS COUNCIL RECORDING SYSTEM ANNUAL MAINTENANCE FEE	350	350
512.40-10 TRAVEL & PER DIEM	FLORIDA ASSOCIATION OF CITY CLERKS FALL ACADEMY 2015 FLORIDA ASSOCIATION OF CITY CLERKS SUMMER ACADEMY 2016 FLORIDA ASSOCIATION OF CITY CLERKS FALL ACADEMY 2016 - REGISTRATION ONLY INTERNATIONAL INSTITUTE OF MUNICIPAL CLERKS REGION III MEETING MISC. WEBINARS AND TRAINING BANQUETS/AWARDS/CEREMONIES	850 1,150 300 550 550 100	3,500
512.41-10 TELEPHONE	NEXTEL	479	479
512.41-30 POSTAGE	POSTAGE	400	400
512.45-10 LIABILITY	LIABILITY INSURANCE	4,507	4,507
512.46-15 REPAIR & MAINT-EQUIP	MISC. EQUIPMENT MAINTENANCE AND REPAIR FOR DESK TOP SCANNERS AND PRINTERS	200	200
512.47-10 PRINTING & BINDING	STATIONERY, ENVELOPES, BUSINESS CARDS, MISC. PRINTING SERVICES FOR RECORDS REQUESTS (MAPS, PLANS, ETC) REIMBURSED COST CREDITED TO GF	150 650	800
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

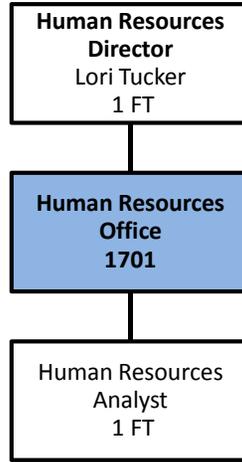
FUND 001
 DEPT 16
 DIVISION 01

CITY CLERK JUSTIFICATION

ACCOUNT DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2015-2016
512.51-10 OFFICE SUPPLIES	GENERAL OFFICE SUPPLIES	600	600
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	REPLACE CITY CLERK PRINTER	300	300
512.54-10 BKS, PUB, SUB, MEM, LIB	POSTING OF MUNICODE ON WEB	750	1,345
	IIMC PROFESSIONAL MEMBERSHIPS (2)	230	
	FACC PROFESSIONAL MEMBERSHIPS (2)	160	
	FLORIDA RECORDS MANAGEMENT ASSOCIATION MEMBERSHIP	130	
	GOVERNMENT IN THE SUNSHINE MANUAL (2)	50	
	FIRST AMENDMENT FOUNDATION	25	
512.59-40 RECORDING & TAXES	RECORDING CITY LEGAL DOCUMENTS WITH THE LAKE COUNTY CLERK OF COURT	2,000	2,000
512.64-13 EQUIP-COMP REPLACEMENT	NO AMOUNT BUDGETED	-	-

Human Resources

Department 17



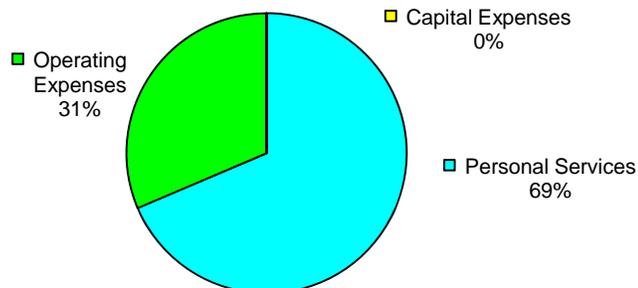
Position Summary

Authorized Positions	Pos. #	2013-2014	2014-2015	2015-2016
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

	Audited Actuals 2013-2014	Revised Budget 2014-2015	Adopted Budget 2015-2016	% Change Over FY 14-15
<i>Department Summary</i>				
Human Resources-1701				
Personal Services	184,173	199,743	212,025	6.15%
Operating Expenses	54,891	67,360	97,133	44.20%
Capital Expenses	-	1,915	-	-100.00%
Grand Total Human Res.	\$ 239,064	\$ 269,018	\$ 309,158	14.92%
<i>Percentage of Fund Budget</i>	1.71%	1.92%	1.98%	

2016 APPROPRIATIONS



2016 OPERATING BUDGET

HUMAN RESOURCES - 1701

PROGRAM HIGHLIGHTS

DEPARTMENT MISSION

Our mission is to provide broad-scope employment 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 project 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, control 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.

SERVICE INDICATORS

	Indicator Description	Actual 2013	Actual 2014	Est. 2015	Projected 2016
1.	Employment Applications Processed	357	287	350	516
2.	New Hires Processed	26	21	30	39
3.	Separations Processed (includes Seasonal Employees)	24	50	22	33
4.	Occupational Injuries Processed	13	17	12	16
5.	Violence/Harassment Complaint Investigations	0	0	0	0
6.	Employee Training Participants	167	167	172	180
7.	Assets Insured Value	\$ 56,707,155	\$ 57,800,695	\$62,044,750	\$ 70,696,754
8.	Union Contracts	2	2	2	2

2016 OPERATING BUDGET

HUMAN RESOURCES - 1701 (continued)

PROGRAM HIGHLIGHTS

2016 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 plan 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. Implementation and communication of Affordable Care Act mandates 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.
4. Complete revision of Personnel Policies.

2015 ACCOMPLISHMENTS

1. Successful recruitment and hiring of highly qualified Director candidate for Economic Develop; Pavilion on the Lake operations support staff; Utilities operations, supervision, management and succession; and highly skilled Paramedics in support of the City's Advanced Life Support implementation goals.
2. Provided transition support and administration to the Parks division during reassignment from Community Services to Public Works.
3. Functioned in an advisory capacity to the negotiating team during PBD binding arbitration process.
4. Achieved a reduction in workers' compensation premium modification rate from .80 to .69, providing the City with overall program saving credits as a result of City-wide safety practices.
5. Facilitated City-wide insurance valuation process with on-site assessment of all City-wide properties, structures, locations and contents.
6. Continued to promote health and wellness strategies through activities, newsletters and e-mail to maximize prevention and minimize increased healthcare costs.
7. Controlled liability coverage cost increases by continuous department specific training, with reinforcement of safety and risk management best practices.
8. Worked closely with the City's independent retirement plan advisor to provide guidance to the City Administrator, department heads and City Council regarding all retirement plans.
9. Continued to stabilize employee turnover with continuous review of employment and retention practices, to maintain standing as a employer of choice.
10. Continued to build files and maximize capabilities of the City's Human Resources Information System (HRIS).
11. Continued to evaluate efficiency and effectiveness in all areas of Human Resources and Risk Management service delivery.
12. Monitored post-recession labor markets through salary, benefits, retention, recruitment and succession planning.
13. 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.
14. 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.
15. Continued to build upon and promote "Tavares-America's Seaplane City" branding as an effective recruitment and retention tool.
16. FRS online workshops concerning debt management and investment strategies were made available to all City employees; with live on-site training provided by ICMA.
17. Continued to maximize recruitment budget utilization by developing alternative advertising resources to effectively recruit well-qualified and diverse candidates and keeping expenditures to a minimum.
18. Continued to maximize the Police reserves program as a highly effective recruitment and workforce planning tool.

FUND 001
 DEPT 17
 DIVISION 01

HUMAN RESOURCES EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2013-2014	REVISED BUDGET 2014-2015	ADOPTED BUDGET 2015-2016	% CHANGE OVER FY 14-15
<i>SALARIES AND BENEFITS</i>					
513.12-10	REGULAR SALARIES	135,014	141,311	152,400	7.85%
513.14-10	OVERTIME	-	256	256	0.00%
513.15-60	ELECTR TABLET ALLOWANCE	500	-	-	0.00%
513.21-10	FICA / MED TAXES	9,621	10,062	10,842	7.75%
513.22-10	RETIREMENT	3,269	3,518	3,699	5.14%
513.22-20	FL STATE RETIREMENT	15,426	17,904	21,174	18.26%
513.23-10	HEALTH INSURANCE	10,597	12,317	11,509	-6.56%
513.23-15	DENTAL INSURANCE	557	605	682	12.73%
513.23-20	LIFE INSURANCE	765	578	863	49.31%
513.23-21	SHORT-TERM DISABILITY	532	551	626	13.61%
513.23-30	DEPENDENT HEALTH INSURANCE	6,696	11,368	8,608	-24.28%
513.23-35	DEPENDENT DENTAL INSURANCE	562	611	698	14.24%
513.23-40	LONG TERM DISABILITY	351	365	393	7.67%
513.24-10	WORKERS' COMPENSATION	283	297	275	-7.41%
*	SALARIES AND BENEFITS	184,173	199,743	212,025	6.15%
<i>OPERATING EXPENDITURES</i>					
513.34-10	CONTRACTUAL SERVICES	39,951	51,056	62,842	23.08%
513.40-10	TRAVEL & PER DIEM	1,824	1,600	3,315	107.19%
513.41-10	TELEPHONE	693	802	479	-40.27%
513.41-30	POSTAGE	517	250	250	0.00%
513.45-10	LIABILITY	4,556	5,077	5,227	2.95%
513.47-10	PRINTING & BINDING	77	100	200	100.00%
513.48-10	CITY APPRECIATION	3,373	4,500	19,500	333.33%
513.49-10	ADVERTISING	1,686	1,700	2,500	47.06%
513.51-10	OFFICE SUPPLIES	128	200	200	0.00%
513.52-10	OPERATING SUPPLIES	1,528	800	1,405	75.63%
513.52-11	DURABLE GOODS	-	320	-	-100.00%
513.52-23	SPECIAL PROJECTS	288	300	500	66.67%
513.54-10	BKS, PUB, SUB, MEM, LIB	270	655	715	9.16%
*	OPERATING EXPENDITURES	54,891	67,360	97,133	44.20%
<i>CAPITAL EXPENDITURES</i>					
513.64-13	EQUIP - COMP REPLACEMENT	-	1,915	-	-100.00%
*	CAPITAL EXPENDITURES	-	1,915	-	-100.00%
TOTAL HUMAN RESOURCES		239,064	269,018	309,158	14.92%

FUND 001
DEPT 17
DIVISION 01

HUMAN RESOURCES JUSTIFICATION

ACCOUNT DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2015-2016
513.12-10 REGULAR SALARIES	SALARIES FOR REGULAR EMPLOYEES	152,400	152,400
513.14-10 OVERTIME	WAGES FOR HOURS WORKED IN EXCESS OF REGULAR TIME	256	256
513.15-60 ELECTR TABLET ALLOWANCE	NO AMOUNT BUDGETED	-	-
513.21-10 FICA / MED TAXES	SOCIAL SECURITY AND MEDICARE TAX BENEFIT	10,842	10,842
513.22-10 RETIREMENT	RETIREMENT CONTRIBUTIONS FOR REGULAR EMPLOYEES	3,699	3,699
513.22-20 FL STATE RETIREMENT	FRS RETIREMENT CONTRIBUTIONS FOR REGULAR EMPLOYEES	21,174	21,174
513.23-10 HEALTH INSURANCE	HEALTH INSURANCE PREMIUMS FOR EMPLOYEES	11,509	11,509
513.23-15 DENTAL INSURANCE	DENTAL INSURANCE PREMIUMS FOR EMPLOYEES	682	682
513.23-20 LIFE INSURANCE	LIFE INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	863	863
513.23-21 SHORT-TERM DISABILITY	SHORT-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	626	626
513.23-30 DEPENDENT HEALTH INSURANCE	SUBSIDIZED HEALTH INSURANCE PREMIUMS FOR EMPLOYEES' DEPENDENTS	8,608	8,608
513.23-35 DEPENDENT DENTAL INSURANCE	SUBSIDIZED DENTAL INSURANCE PREMIUMS FOR EMPLOYEES' DEPENDENTS	698	698
513.23-40 LONG TERM DISABILITY	LONG-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	393	393
513.24-10 WORKERS' COMPENSATION	WORKERS' COMPENSATION INSURANCE	275	275
513.34-10 CONTRACTUAL SERVICES	SOFTWARE MAINTENANCE & SUPPORT INDIVIDUAL RETIREMENT PLAN ADVISOR LABOR ATTORNEY EMPLOYEE ASSISTANCE PROGRAM BACKGROUND CHECKS DRIVERS LICENSE CHECKS DRUG TESTING COMPENSATION PROGRAM MARKET TOOL	9,242 25,000 500 3,500 900 3,300 2,400 18,000	62,842
513.40-10 TRAVEL & PER DIEM	PRM CONFERENCE PRIMA CHAPTER MEETINGS CFHR MEETINGS SHRM CONFERENCE FPHRA CONFERENCE	600 200 200 1,500 815	3,315
513.41-10 TELEPHONE	NEXTEL	479	479
513.41-30 POSTAGE	POSTAGE	250	250
513.45-10 LIABILITY	LIABILITY INSURANCE	5,227	5,227
513.47-10 PRINTING & BINDING	BUSINESS CARDS	200	200
513.48-10 CITY APPRECIATION	HOLLY JOLLY EMPLOYEE PICNIC BRING YOUR KID TO WORK DAY EMPLOYEE SERVICE AWARDS BENEFIT FAIR EMPLOYEE FITNESS PROGRAM	2,000 1,200 200 1,000 100 15,000	19,500
513.49-10 ADVERTISING	ADVERTISING	2,500	2,500
513.51-10 OFFICE SUPPLIES	OFFICE SUPPLIES	200	200

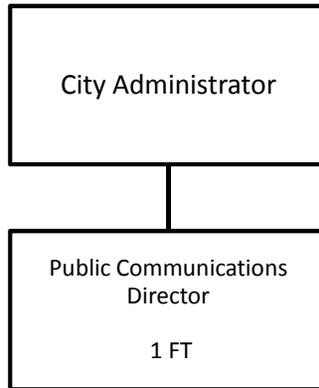
FUND 001
 DEPT 17
 DIVISION 01

HUMAN RESOURCES JUSTIFICATION

ACCOUNT DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2015-2016
513.52-10 OPERATING SUPPLIES	OPERATING SUPPLIES	300	1,405
	CITY SHIRTS	200	
	TONERS	150	
	CITY LOGO WALL PRINT FOR HR DIRECTORS	100	
	RETRACTABLE BANNER FOR JOB FAIRS	500	
	TABLECOVER W/ LOGO FOR JOB FAIRS	155	
513.52-11 DURABLE GOODS	NO AMOUNT BUDGETED	-	-
513.52-23 SPECIAL PROJECTS	WELLNESS FAIR	500	500
513.54-10 BKS, PUB, SUB, MEM, LIB	CENTRAL FL PRIMA	35	715
	SHRM	190	
	PRIMA NATIONAL	385	
	CFHRA	50	
	FPHRA	55	
513.64-13 EQUIP - COMP REPLACEMENT	NO AMOUNT BUDGETED	-	-

Public Communications

Department 18



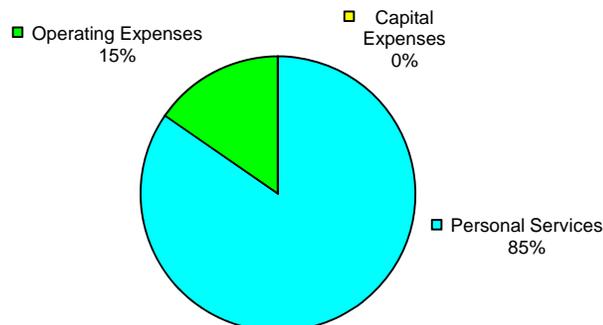
Position Summary

Authorized Positions	Pos. #	2013-2014	2014-2015	2015-2016
Full Time:				
Public Communications 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

	Audited Actuals 2013-2014	Revised Budget 2014-2015	Adopted Budget 2015-2016	% Change Over FY 14-15
<i>Department Summary</i>				
Public Communications-1801				
Personal Services	91,478	96,022	114,677	19.43%
Operating Expenses	29,603	23,953	20,820	-13.08%
Capital Expenses	1,460	-	-	0.00%
Grand Total Public Comm.	\$ 122,541	\$ 119,975	\$ 135,497	12.94%
<i>Percentage of Fund Budget</i>	1.45%	1.58%	1.61%	

2016 APPROPRIATIONS



2016 OPERATING BUDGET

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, social media, publications and other communications tools; and to advise officials, administrator and management team on public relations issues, for a well informed, engaged citizenry.

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 residents, visitors, employees, business community, chamber of commerce and governmental agencies
- Maintains good media relations, generates stories on City news and writes press releases
- Serves as Public Information Officer (PIO) to the Tavares Police Department and Tavares Fire Department
- Maintains the City website and social media sites
- Coordinates the City's mass notification system, Tavares Alert
- Produces the City newsletter and other collateral materials
- Manages the City's branding program

SERVICE INDICATORS

	Indicator Description	Actual 2013	Actual 2014	Est. 2015	Projected 2016
1.	City Newsletters Published	6	6	6	6
2.	Web Page Views Per Year	**	400,000	525,000	600,000
3.	Press Releases Issued	48	45	28	25

2016 GOALS

Organizational Development

To assist City departments in maintaining a seamless information flow to the public

Growth and Development

To maintain proficiency and training in the communications field

City Lifestyle

To enable City residents and visitors to enjoy a better life experience by keeping them informed of City activities and events

Citizen and Customer Service Focus

To maintain easy access to, and transparency of, government information and activities

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 tools to deliver timely, appropriate, and accurate information to our residents, employees and other stakeholders

2016 OPERATING BUDGET

PUBLIC COMMUNICATIONS - 1801 (continued)

PROGRAM HIGHLIGHTS

2016 OBJECTIVES

1. Maintain current level of service for existing programs
2. Create and maintain a new, expanded website for the Tavares Pavilion on the Lake
3. Manage public communication aspects of Tavares Public Square
4. Manage public communication aspects of public events the City offers

2015 ACCOMPLISHMENTS

1. Created the "Simply Married" program as a service of the Tavares Pavilion to replace courthouse weddings and to generate revenue for the new facility
2. Obtained FDOT permit for seaplane art in the fountain
3. Designed multiple ads for local, regional and national magazines
4. Provided PIO support for Tavares PD and Tavares FD including several national stories
5. Provided guidance to City departments on multiple marketing projects
6. Assisted in promotion for the grand opening of Tavares Pavilion
7. Continued to provide information flow to the public regarding on-going utility projects
8. Wrote various whitepapers to clarify complicated government topics, such as commercial hauling, assessments and water/sewer issues

FUND 001
DEPT 18
DIVISION 01

PUBLIC COMMUNICATIONS EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2013-2014	REVISED BUDGET 2014-2015	ADOPTED BUDGET 2015-2016	% CHANGE OVER FY 14-15
<i>SALARIES AND BENEFITS</i>					
519.12-10	REGULAR SALARIES	61,696	63,345	70,451	11.22%
519.15-60	ELECTR TABLET ALLOWANCE	500	-	-	0.00%
519.21-10	FICA / MED TAXES	4,293	4,366	4,895	12.12%
519.22-20	FL STATE RETIREMENT	11,818	13,702	16,422	19.85%
519.23-10	HEALTH INSURANCE	4,851	5,317	5,754	8.22%
519.23-15	DENTAL INSURANCE	278	303	341	12.54%
519.23-20	LIFE INSURANCE	350	259	398	53.67%
519.23-21	SHORT-TERM DISABILITY	242	248	299	20.56%
519.23-30	DEPENDENT HEALTH INSURANCE	6,935	7,941	15,523	95.48%
519.23-35	DEPENDENT DENTAL INSURANCE	225	244	285	16.80%
519.23-40	LONG TERM DISABILITY	160	164	182	10.98%
519.24-10	WORKERS' COMPENSATION	130	133	127	-4.51%
*	SALARIES AND BENEFITS	91,478	96,022	114,677	19.43%
<i>OPERATING EXPENDITURES</i>					
519.34-10	CONTRACTUAL SERVICES	13,381	8,000	5,600	-30.00%
519.40-10	TRAVEL & PER DIEM	-	2,518	2,520	0.08%
519.41-10	TELEPHONE	750	802	479	-40.27%
519.41-30	POSTAGE	6	100	50	-50.00%
519.45-10	LIABILITY	2,150	2,396	2,467	2.96%
519.46-15	REPAIR & MAINT.- EQUIPMENT	-	50	50	0.00%
519.47-10	PRINTING & BINDING	-	100	100	0.00%
519.49-10	ADVERTISING	1,601	250	100	-60.00%
519.51-10	OFFICE SUPPLIES	265	300	300	0.00%
519.52-10	OPERATING SUPPLIES	2,717	1,388	1,300	-6.34%
519.52-11	DURABLE GOODS	932	-	-	0.00%
519.52-20	NEWSLETTER	7,336	7,404	7,404	0.00%
519.54-10	BKS, PUB, SUB, MEM, LIB	465	645	450	-30.23%
*	OPERATING EXPENDITURES	29,603	23,953	20,820	-13.08%
<i>CAPITAL EXPENDITURES</i>					
519.64-15	EQUIP - NEW	1,460	-	-	0.00%
*	CAPITAL EXPENDITURES	1,460	-	-	0.00%
TOTAL PUBLIC COMMUNICATIONS		122,541	119,975	135,497	12.94%

FUND 001
DEPT 18
DIVISION 01

PUBLIC COMMUNICATIONS JUSTIFICATION

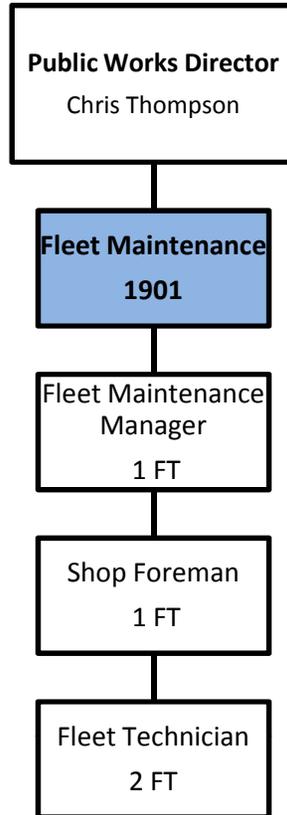
ACCOUNT DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2015-2016
519.12-10 REGULAR SALARIES	SALARIES FOR REGULAR EMPLOYEES	70,451	70,451
519.15-60 ELECTR TABLET ALLOWANCE	NO AMOUNT BUDGETED	-	-
519.21-10 FICA / MED TAXES	SOCIAL SECURITY AND MEDICARE TAX BENEFIT	4,895	4,895
519.22-20 FL STATE RETIREMENT	FRS RETIREMENT CONTRIBUTIONS FOR REGULAR EMPLOYEES	16,422	16,422
519.23-10 HEALTH INSURANCE	HEALTH INSURANCE PREMIUMS FOR EMPLOYEES	5,754	5,754
519.23-15 DENTAL INSURANCE	DENTAL INSURANCE PREMIUMS FOR EMPLOYEES	341	341
519.23-20 LIFE INSURANCE	LIFE INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	398	398
519.23-21 SHORT-TERM DISABILITY	SHORT-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	299	299
519.23-30 DEPENDENT HEALTH INSURANCE	SUBSIDIZED HEALTH INSURANCE PREMIUMS FOR EMPLOYEES' DEPENDENTS	15,523	15,523
519.23-35 DEPENDENT DENTAL INSURANCE	SUBSIDIZED DENTAL INSURANCE PREMIUMS FOR EMPLOYEES' DEPENDENTS	285	285
519.23-40 LONG TERM DISABILITY	LONG-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	182	182
519.24-10 WORKERS' COMPENSATION	WORKERS' COMPENSATION INSURANCE	127	127
519.34-10 CONTRACTUAL SERVICES	CIVICPLUS WEBSITE ANNUAL SUPPORT & HOSTING SOFTWARE LICENSING FEE FOR ADOBE CREATIVE SUITE	5,000 600	5,600
519.40-10 TRAVEL & PER DIEM	PROFESSIONAL CONFERENCE FLEPIOA SEMINARS/TRAINING	2,220 300	2,520
519.41-10 TELEPHONE	NEXTEL	479	479
519.41-30 POSTAGE	GENERAL POSTAGE	50	50
519.45-10 LIABILITY	LIABILITY INSURANCE	2,467	2,467
519.46-15 REPAIR & MAINT-EQUIP	GENERAL UPKEEP & REPAIR OF EQUIPMENT	50	50
519.47-10 PRINTING & BINDING	MISC PRINTING	100	100
519.49-10 ADVERTISING	MISC PROMOTIONAL AND BRANDED ITEMS	100	100
519.51-10 OFFICE SUPPLIES	PAPER, PENS, FOLDERS, ROUTINE OFFICE SUPPLIES	300	300
519.52-10 OPERATING SUPPLIES	TONER FOR PRINTER CD, ZIP DRIVES, BATTERIES,MISC GRAPHIC SUBSCRIPTIONS	600 500 200	1,300
519.52-11 DURABLE GOODS	NO AMOUNT BUDGETED	-	-
519.52-20 NEWSLETTER	PRINTING OF SIX ISSUES OF CITY NEWSLETTER	7,404	7,404
519.54-10 BKS, PUB, SUBS & MEM	3CMA PROFESSIONAL MEMBERSHIP FLEPIOA PROFESSIONAL MEMBERSHIP	390 60	450
519.64-15 EQUIP-NEW	NO AMOUNT BUDGETED	-	-

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Fleet Maintenance

Division 19*



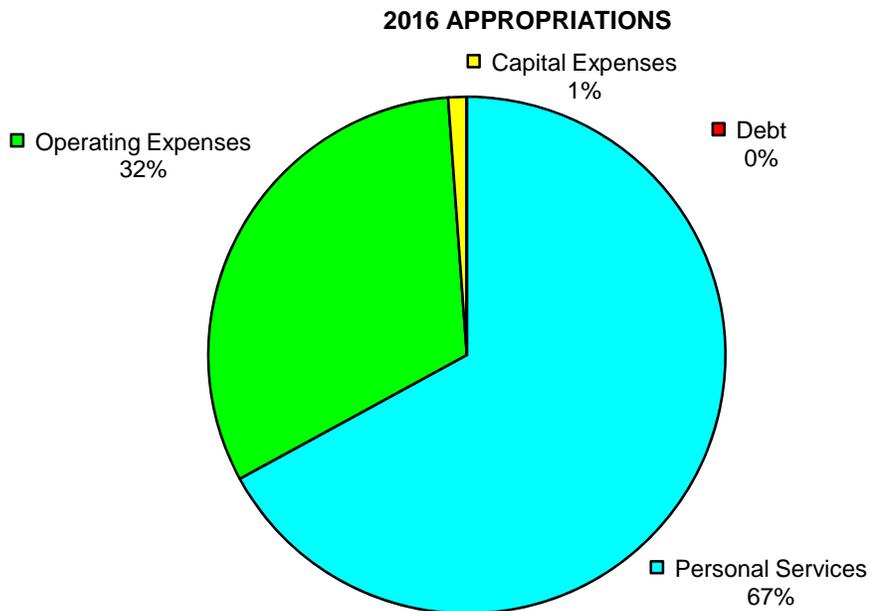
*Fleet Maintenance is a Division of the Public Works Department.

Position Summary

Authorized Positions	Pos. #	2013-2014	2014-2015	2015-2016
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

<i>Department Summary</i>	Audited Actuals 2013-2014	Revised Budget 2014-2015	Adopted Budget 2015-2016	% Change Over FY 14-15
Fleet Maintenance-1901				
Personal Services	319,271	337,589	360,778	6.87%
Operating Expenses	123,318	196,857	171,000	-13.13%
Capital Expenses	12,355	6,975	6,200	-11.11%
Debt	-	-	-	0.00%
Grand Total Fleet Maint.	\$ 454,944	\$ 541,421	\$ 537,978	-0.64%
<i>Percentage of Fund Budget</i>	3.25%	3.87%	3.45%	



2016 OPERATING BUDGET

FLEET MAINTENANCE - 1901

PROGRAM HIGHLIGHTS

DIVISION MISSION

The mission of the Fleet Maintenance Division is to provide the best maintenance services 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, Recreation, Water, Wastewater, Stormwater, Fleet Maintenance, Economic Development, Community Services, 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 2013	Actual 2014	Est. 2015	Projected 2016
1.	Number of Vehicles in Fleet	138	152	164	179
2.	Number of Work Orders Performed	1,300	1,375	1,696	2,196
3.	Number of Marine Vessels	7	5	5	5

Note: over 400 pieces of equipment, including vehicles, to be maintained.

2016 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 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.

2016 Objectives

1. Update diagnostic equipment for maintenance and repair of internal electronic components in vehicles.
2. Continue to provide educational training for employees.
3. Continue to provide the necessary tools and equipment to continue our quality of service.
4. Maintain a fleet of vehicles through a scheduled lifecycle rotation.
5. Work toward developing a plan for a new Fleet Maintenance Facility.

2016 OPERATING BUDGET

FLEET MAINTENANCE - 1901 (Cont'd)

PROGRAM HIGHLIGHTS

2015 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 proper disposal of used oil and scrap metal by selling to appropriate vendors.
5. Upgraded diagnostic scanner for passenger vehicles and heavy trucks.
6. Received training on the fire apparatus for Emergency Vehicle Technician (EVT) status.
7. Increased the number of computers to increase the efficiency of our division.
8. Maintained all marine vessels.

FUND 001
DEPT 19
DIVISION 01

FLEET MAINTENANCE EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2013-2014	REVISED BUDGET 2014-2015	ADOPTED BUDGET 2015-2016	% CHANGE OVER FY 14-15
<i>SALARIES AND BENEFITS</i>					
549.12-10	REGULAR SALARIES	228,334	234,424	246,012	4.94%
549.14-10	OVERTIME	1,126	3,940	3,940	0.00%
549.15-60	ELECTR TABLET ALLOWANCE	125	-	-	0.00%
549.21-10	FICA / MED TAXES	15,750	16,363	17,220	5.24%
549.22-20	FL STATE RETIREMENT	18,626	20,998	22,901	9.06%
549.23-10	HEALTH INSURANCE	22,710	25,187	25,895	2.81%
549.23-15	DENTAL INSURANCE	1,253	1,362	1,535	12.70%
549.23-20	LIFE INSURANCE	1,278	945	1,380	46.03%
549.23-21	SHORT-TERM DISABILITY	889	904	1,030	13.94%
549.23-30	DEPENDENT HEALTH INSURANCE	22,448	26,309	32,739	24.44%
549.23-35	DEPENDENT DENTAL INSURANCE	1,593	1,771	1,752	-1.07%
549.23-40	LONG TERM DISABILITY	588	600	632	5.33%
549.24-10	WORKERS' COMPENSATION	4,551	4,786	5,742	19.97%
*	SALARIES AND BENEFITS	319,271	337,589	360,778	6.87%
<i>OPERATING EXPENDITURES</i>					
549.40-10	TRAVEL & PER DIEM	1,213	4,500	4,500	0.00%
549.41-10	TELEPHONE	1,689	1,965	2,200	11.96%
549.41-30	POSTAGE	149	350	350	0.00%
549.45-10	LIABILITY	8,553	9,531	9,812	2.95%
549.46-15	REPAIR & MAINT. - EQUIPMENT	4,348	8,700	6,500	-25.29%
549.46-30	REPAIR & MAINT. - VEHICLE	63,052	108,100	82,900	-23.31%
549.46-35	REPAIR & MAINT. - MOWER	12,588	15,500	20,000	29.03%
549.47-10	PRINTING & BINDING	-	150	150	0.00%
549.49-10	ADVERTISING	-	-	500	100.00%
549.51-10	OFFICE SUPPLIES	-	300	300	0.00%
549.52-10	OPERATING SUPPLIES	19,747	30,625	30,625	0.00%
549.52-11	DURABLE GOODS	874	3,440	1,750	-49.13%
549.52-15	FUEL COSTS	9,032	10,276	8,093	-21.24%
549.52-25	UNIFORMS	2,023	2,820	2,820	0.00%
549.54-10	BKS, PUB, SUB, MEM, LIB	50	600	500	-16.67%
*	OPERATING EXPENDITURES	123,318	196,857	171,000	-13.13%
<i>CAPITAL EXPENDITURES</i>					
549.62-20	BUILDINGS	-	-	6,200	100.00%
549.64-10	EQUIP - REPLACEMENT	8,828	3,635	-	-100.00%
549.64-14	EQUIP - NEW COMPUTERS	-	1,100	-	-100.00%
549.64-15	EQUIP - NEW	3,527	2,240	-	-100.00%
*	CAPITAL EXPENDITURES	12,355	6,975	6,200	-11.11%
TOTAL FLEET MAINTENANCE		454,944	541,421	537,978	-0.64%

FUND 001
DEPT 19
DIVISION 01

FLEET MAINTENANCE EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2015-2016
549.12-10 REGULAR SALARIES	SALARIES FOR REGULAR EMPLOYEES	246,012	246,012
549.14-10 OVERTIME	WAGES FOR HOURS WORKED IN EXCESS OF REGULAR TIME	3,940	3,940
549.15-60 ELECTR TABLET ALLOWANCE	NO AMOUNT BUDGETED	-	-
549.21-10 FICA / MED TAXES	SOCIAL SECURITY AND MEDICARE TAX BENEFIT	17,220	17,220
549.22-20 FL STATE RETIREMENT	FRS RETIREMENT CONTRIBUTIONS FOR REGULAR EMPLOYEES	22,901	22,901
549.23-10 HEALTH INSURANCE	HEALTH INSURANCE PREMIUMS FOR EMPLOYEES	25,895	25,895
549.23-15 DENTAL INSURANCE	DENTAL INSURANCE PREMIUMS FOR EMPLOYEES	1,535	1,535
549.23-20 LIFE INSURANCE	LIFE INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	1,380	1,380
549.23-21 SHORT-TERM DISABILITY	SHORT-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	1,030	1,030
549.23-30 DEPENDENT HEALTH INSURANCE	SUBSIDIZED HEALTH INSURANCE PREMIUMS FOR EMPLOYEES' DEPENDENTS	32,739	32,739
549.23-35 DEPENDENT DENTAL INSURANCE	SUBSIDIZED DENTAL INSURANCE PREMIUMS FOR EMPLOYEES' DEPENDENTS	1,752	1,752
549.23-40 LONG TERM DISABILITY	LONG-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	632	632
549.24-10 WORKERS' COMPENSATION	WORKERS' COMPENSATION INSURANCE	5,742	5,742
549.40-10 TRAVEL & PER DIEM	TRAINING SEMINARS, WORKSHOPS AND CONFERENCES FOR FLEET MAINT. EMPLOYEES: INCLUDES SHERIFF'S BID CONFERENCE, FLAGFA CONFERENENCE, MANAGEMENT TRAINING, TRAINING ON VEHICLE DIAGNOSTICS FOR FORD AND CHEVROLET, TECH 4 SUSPENSION TRAINING PROFESSIONAL DEVELOPMENT TRAINING FOR EMPLOYEES ADDITIONAL SPECIALIZED FIRE APPARATUS TRAINING FOR TECHNICIANS @ \$600 EACH	3,300 1,200	4,500
549.41-10 TELEPHONE	NEXTEL DOMS FAX	1,915 285	2,200
549.41-30 POSTAGE	CORRESPONDENCE TO VENDORS & RETURN PARTS AS NEEDED	350	350
549.45-10 LIABILITY	LIABILITY INSURANCE	9,812	9,812
549.46-15 EQUIPMENT	REPAIR SHOP EQUIPMENT, JACKS & TOOLS ANNUAL LIFT INSPECTION / CERTIFICATION FOR FIVE (5) LIFTS	4,000 2,500	6,500
549.46-30 VEHICLE	REPAIR TO (GENERAL FUND) CITY VEHICLES AS NEEDED INCLUDES ANNUAL BUCKET TRUCK INSPECTIONS REBUILD FOUR DRIVE DIFFERENTIALS ON PD UNITS @ \$1,100 EACH TIRES FOR POLICE VEHICLES TIRES FOR ALL OTHER GENERAL FUND VEHICLES VEHICLE EMERGENCY/SAFETY LIGHTING	50,000 4,400 15,000 10,000 3,500	82,900
549.46-35 MOWER	REPAIR & MAINTENANCE OF ALL CITY MOWERS, TRACTORS, TRAILERS, CHAINSAWS & HAND-HELD POWER EQUIPMENT	20,000	20,000
549.47-10 PRINTING & BINDING	PRINTING BUSINESS CARDS AND MISC. FORMS AS NEEDED	150	150
549.49-10 ADVERTISING	ADVERTISING CHARGES FOR NEW HIRE POSITIONS	500	500
549.51-10 OFFICE SUPPLIES	GENERAL OFFICE SUPPLIES AS NEEDED	300	300

FUND 001
 DEPT 19
 DIVISION 01

FLEET MAINTENANCE EXPENDITURE JUSTIFICATION

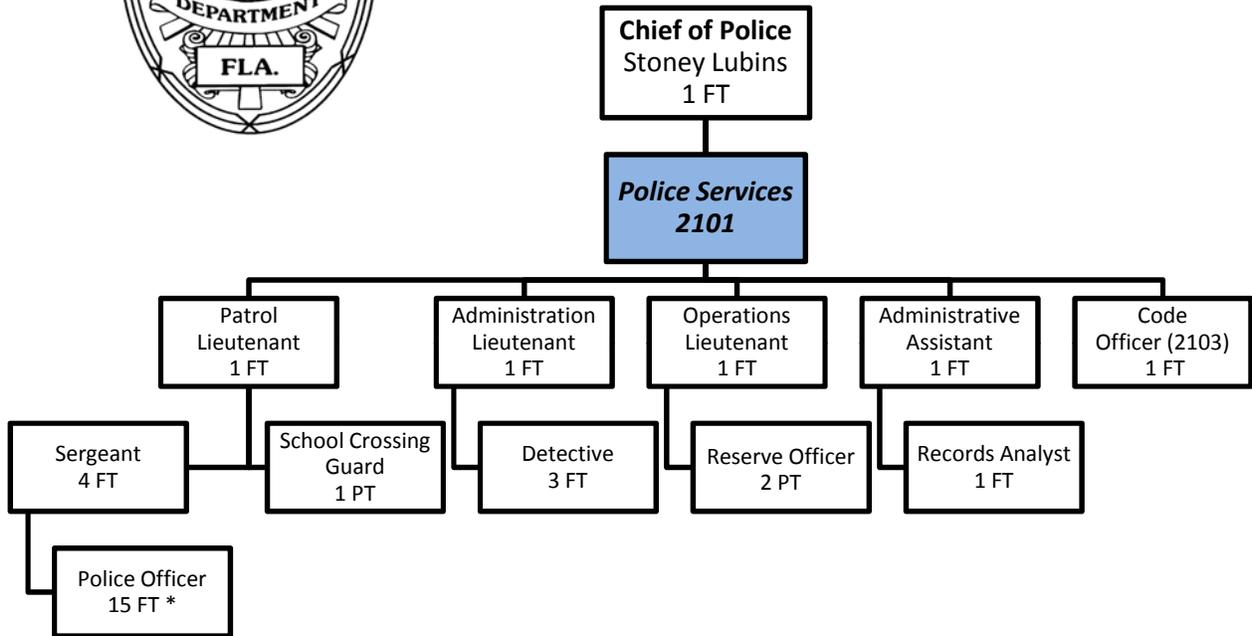
ACCOUNT DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2015-2016
549.52-10 OPERATING SUPPLIES	HARDWARE,HAND TOOLS,CELL PHONE REPLACEMENT, COPY PAPER, HAND SOAP, PRINTER INK CARTRIDGES, ETC. AS NEEDED	12,000	30,625
	UNIFORM CHARGE FOR FENDER COVERS & SHOP TOWELS	2,100	
	ALL DATA & AUTEL SOFTWARE QUARTERLY UPDATES	3,725	
	SOFTWARE FOR LAPTOP FOR DIAGNOSTICS FOR SCANNER	2,000	
	15/40 ROTELLA OIL (BULK TANK)-HEAVY TRUCKS	3,700	
	OIL (DRUMS) FOR ALL OTHER CITY VEHICLES	2,500	
	HYDRAULIC OIL (3 DRUMS)	2,000	
	PARTS WASHER-SAFETY KLEEN-PERIODIC MAINTENANCE	2,600	
549.52-11 DURABLE GOODS	TO REPLACE / PURCHASE SPECIALTY TOOLS AND EQUIPMENT AS NEEDED (I.E. DIAGNOSTIC SCANNER) AND OFFICE FURNITURE	1,750	1,750
549.52-15 FUEL COSTS	FUEL COSTS	8,093	8,093
549.52-25 UNIFORMS	UNIFORM RENTAL FOR FLEET MAINTENANCE EMPLOYEES BOOTS-ONE PR WORK BOOTS @ \$150 / EACH MANAGER AND EMPLOYEES	1,400 750	2,820
	ONE CITY SHIRT WITH NAME FOR EACH EMPLOYEE (4 @ \$40 EACH)	160	
	CITY SHRTS FOR MANAGER W/NAME & LOGO (5 @ \$40 EACH)	200	
	CITY SWEATSHIRTS-ONE EACH @ \$35 / EA MGR & EMPLOYEES	175	
	CAPS W/CITY LOGO FOR EMPLOYEES (15 @ \$9 EACH)	135	
549.54-10 BKS, PUB, SUB, MEM, LIB	SPECIALIZED MANUALS FOR EQUIPMENT THAT IS NOT ON THE ALL-DATA & AUTEL COMPUTER SYSTEMS MEMBERSHIPS INCLUDING FLAGFA (FLORIDA ASSOCIATION OF GOVERNMENT FLEET ADMINISTRATORS) AND OTHER FLEET RELATED ASSOCIATIONS	500	500
549.62-20 BUILDINGS	12X24 PORTABLE BUILDING TO HOUSE LUBE ROOM AND TIRES FOR CITY VEHICLES - WILL REPLACE 1977 POD CURRENTLY USED AS LUBE ROOM	6,200	6,200
549.64-10 EQUIP - REPLACEMENT	NO AMOUNT BUDGETED	-	-
549.64-14 EQUIP - NEW COMPUTERS	NO AMOUNT BUDGETED	-	-
549.64-15 EQUIP - NEW	NO AMOUNT BUDGETED	-	-

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Police Department

Department 21



*1 New Position

Position Summary

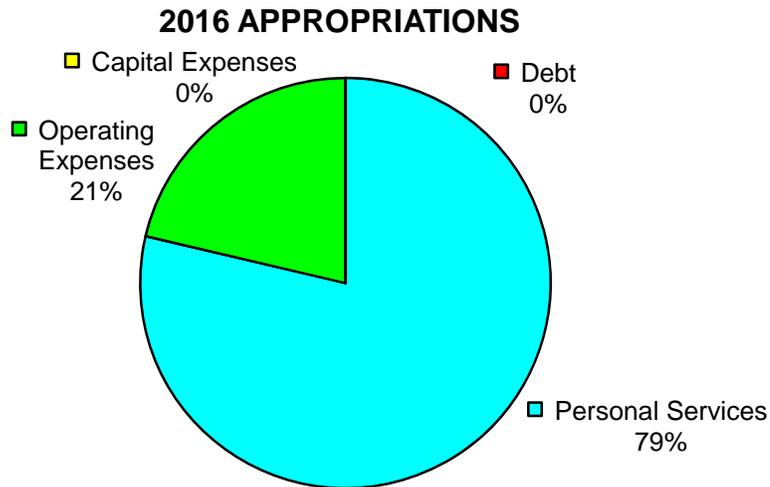
Authorized Positions	Pos. #	2013-2014	2014-2015	2015-2016
Full Time:				
Captain	10013	1	0	0
Chief	10001	1	1	1
Code Enf. Officer/Civilian ²	3005	1	1	1
Communications Officer I	21008	0	0	0
Communications Officer II	21009	0	0	0
Communications Officer Lead	21010	0	0	0
Sergeant ⁵	21012	4	4	4
Corporal	10008	9	9	9
Investigator	10005	3	3	3
Lieutenant	10002	0	0	0
Lieutenant of Operations	21015	1	1	1
Lieutenant of Administration	21016	1	1	1
Lieutenant of Road Patrol	21017	1	1	1
Administrative Assistant	10003	1	1	1
Police Officer	10007	4	4	5
Records Analyst	21013	1	1	1
Sergeant/Investigator	10014	1	1	1
No. of Full Time		29	28	29
Part Time:				
School Crossing Guard	10012	1	1	1
Reserve Officers	21014	0	2	2
No. of Part Time:		1	3	3
Seasonal:				
Reserve Officers	21014	8	7	3
No. of Seasonal:		8	7	3
Total No. of Positions:		38	38	35
Total FTEs:		29.5	29.5	30.5
Total No. of Sworn Officers:		26	25	26
Total No. of Sworn Officers P/T:		0	2	2

Notes:

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

Budget Summary

	Audited Actuals 2013-2014	Revised Budget 2014-2015	Adopted Budget 2015-2016	% Change Over FY 14-15
<i>Department Summary</i>				
Police Services-2101				
Personal Services	2,347,551	2,232,225	2,327,624	4.27%
Operating Expenses	612,501	648,459	628,392	-3.09%
Capital Expenses	366,863	142,268	-	-100.00%
Debt	-	-	-	0.00%
Total Police Services	3,326,915	3,022,952	2,956,016	-2.21%
Communications-2102				
Personal Services	14,300	-	-	0.00%
Operating Expenses	-	-	-	0.00%
Capital Expenses	-	-	-	0.00%
Debt	-	-	-	0.00%
Total Comm. Services	14,300	-	-	0.00%
Code Enforcement-2103				
Personal Services	56,569	59,033	61,227	3.72%
Operating Expenses	23,936	20,438	19,158	-6.26%
Capital Expenses	-	1,200	-	-100.00%
Debt	-	-	-	0.00%
Total Code Enforcement	80,505	80,671	80,385	-0.35%
Grand Total Police	\$ 3,421,720	\$ 3,103,623	\$ 3,036,401	-2.17%
<i>Category Summary</i>				
Personal Services	2,418,420	2,291,258	2,388,851	4.26%
Operating Expenses	636,437	668,897	647,550	-3.19%
Capital Expenses	366,863	143,468	-	-100.00%
Debt	-	-	-	0.00%
Grand Total Police	\$ 3,421,720	\$ 3,103,623	\$ 3,036,401	-2.17%
<i>Percentage of Fund Budget</i>	24.44%	22.16%	19.47%	



2016 OPERATING BUDGET

POLICE - 2101, 2102, 2103

PROGRAM HIGHLIGHTS

DEPARTMENT MISSION

The mission of the Tavares Police Department is to work in partnership with the community, protect life and property, solve neighborhood problems and enhance the quality of Life in our City.

DEPARTMENT DESCRIPTION (Services, Functions, and Activities)

The Tavares Police Department is a full service law enforcement agency that provides police services to all residents and visitors of the City. These services include uniform road patrol, criminal investigations, traffic homicide unit, marine unit, community resources and special response team.

SERVICE INDICATORS

	Indicator Description	Actual 2013	Actual 2014	Est. 2015	Projected 2016
1.	Calls for Police Service*	19,292	14,278	15,100	15,550
2.	FBI Part I Crimes**	335	230	250	270

*In 2014, TPD stopped using CFS for business and residential checks, which is reflected in the decrease.

** Murder, Robbery, Burglary, Theft, Kidnapping, Sex Offenses, Arson, etc.

2016 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

2016 OBJECTIVES

1. Enhanced community policing initiatives.
2. Continue work on the public safety complex.
3. Department policy and procedure annual review.

2015 ACCOMPLISHMENTS

Customer Focus, Innovation & Technology, and Organizational Performance

1. Streamlined department hierarchy.
2. Acquired new police vehicles.
3. Enhanced and advanced training for officers.
4. Revamping of the employee evaluation process.
5. PD area renovations.

FUND 001
DEPT 21
DIVISION 01

POLICE SERVICES EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2013-2014	REVISED BUDGET 2014-2015	ADOPTED BUDGET 2015-2016	% CHANGE OVER FY 14-15
<i>SALARIES AND BENEFITS</i>					
521.12-10	REGULAR SALARIES	1,447,407	1,368,176	1,434,864	4.87%
521.14-10	OVERTIME	136,811	125,395	125,395	0.00%
521.14-20	OVERTIME - OFF DUTY	5,798	-	-	0.00%
521.15-30	INCENTIVE	20,152	17,520	19,080	8.90%
521.15-60	ELECTR TABLET ALLOWANCE	500	-	-	0.00%
521.21-10	FICA / MED TAXES	101,986	98,340	101,165	2.87%
521.22-10	RETIREMENT	323,203	279,744	273,319	-2.30%
521.22-20	FL STATE RETIREMENT	2,661	3,517	5,356	52.29%
521.23-10	HEALTH INSURANCE	122,508	135,131	141,689	4.85%
521.23-15	DENTAL INSURANCE	7,511	8,171	9,397	15.00%
521.23-20	LIFE INSURANCE	7,552	5,449	7,930	45.53%
521.23-21	SHORT-TERM DISABILITY INS	5,202	5,175	5,856	13.16%
521.23-30	DEPENDENT HEALTH	113,991	134,513	143,228	6.48%
521.23-35	DEPENDENT DENTAL INSURANCE	8,204	9,282	9,892	6.57%
521.23-40	LONG TERM DISABILITY	3,472	3,473	3,637	4.72%
521.24-10	WORKERS' COMPENSATION	40,593	38,339	46,816	22.11%
*	SALARIES AND BENEFITS	2,347,551	2,232,225	2,327,624	4.27%
<i>OPERATING EXPENDITURES</i>					
521.31-25	PSYCHOLOGICAL TEST & POLY	-	800	1,500	87.50%
521.34-10	CONTRACTUAL SERVICES	34,601	38,196	37,816	-0.99%
521.34-20	CONTRACTUAL SVS-SO/EMS	315,121	315,122	315,122	0.00%
521.40-10	TRAVEL & PER DIEM	13,877	23,476	17,976	-23.43%
521.41-10	TELEPHONE	9,061	12,516	6,319	-49.51%
521.41-20	OTHER COMMUNICATION	14,398	12,500	12,500	0.00%
521.41-30	POSTAGE	857	850	850	0.00%
521.44-10	RENTALS & LEASES	2,088	3,258	3,258	0.00%
521.44-11	FED SURPLUS PROPERTY	100	-	-	0.00%
521.45-10	LIABILITY	55,070	62,760	67,312	7.25%
521.46-10	REPAIR & MAINT. - BUILDING	-	-	1,000	100.00%
521.46-15	REPAIR & MAINT. - EQUIPMENT	801	1,500	3,500	133.33%
521.47-10	PRINTING & BINDING	365	500	1,000	100.00%
521.51-10	OFFICE SUPPLIES	956	1,000	1,000	0.00%
521.52-10	OPERATING SUPPLIES	28,552	21,000	21,000	0.00%
521.52-11	DURABLE GOODS	200	17,784	8,000	-55.02%
521.52-15	FUEL COSTS	94,719	104,397	96,439	-7.62%
521.52-25	UNIFORMS	21,038	15,400	19,000	23.38%
521.52-35	FIRE ARM SUPPLIES	18,217	14,600	12,000	-17.81%
521.52-40	INVESTIGATION FUNDS	1,207	1,000	1,000	0.00%
521.54-10	BKS, PUB, SUB, MEM, LIB	1,273	1,800	1,800	0.00%
*	OPERATING EXPENDITURES	612,501	648,459	628,392	-3.09%
<i>CAPITAL EXPENDITURES</i>					
521.64-10	EQUIP - REPLACEMENT	-	4,940	-	-100.00%
521.64-11	EQUIP - VEHICLE REPLACEMENT	357,230	103,728	-	-100.00%
521.64-13	EQUIP - COMP REPLACEMENT	-	33,600	-	-100.00%
521.64-14	EQUIP - NEW COMPUTERS	8,539	-	-	0.00%
521.64-16	POLICE DEPT FIREARMS	1,094	-	-	0.00%
*	CAPITAL EXPENDITURES	366,863	142,268	-	-100.00%
TOTAL POLICE SERVICES		3,326,915	3,022,952	2,956,016	-2.21%

FUND 001
 DEPT 21
 DIVISION 01

POLICE SERVICES EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2015-2016
521.12-10 REGULAR SALARIES	SALARIES FOR REGULAR EMPLOYEES	1,434,864	1,434,864
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	19,080	19,080
521.15-60 ELECTR TABLET ALLOWANCE	NO AMOUNT BUDGETED	-	-
521.21-10 FICA / MED TAXES	SOCIAL SECURITY AND MEDICARE TAX BENEFIT	101,165	101,165
521.22-10 RETIREMENT	RETIREMENT CONTRIBUTIONS FOR REGULAR EMPLOYEES	273,319	273,319
521.22-20 FL STATE RETIREMENT	FRS RETIREMENT CONTRIBUTIONS FOR REGULAR EMPLOYEES	5,356	5,356
521.23-10 HEALTH INSURANCE	HEALTH INSURANCE PREMIUMS FOR EMPLOYEES	141,689	141,689
521.23-15 DENTAL INSURANCE	DENTAL INSURANCE PREMIUMS FOR EMPLOYEES	9,397	9,397
521.23-20 LIFE INSURANCE	LIFE INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	7,930	7,930
521.23-21 SHORT-TERM DISABILITY	SHORT-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	5,856	5,856
521.23-30 DEPENDENT HEALTH INSURANCE	SUBSIDIZED HEALTH INSURANCE PREMIUMS FOR EMPLOYEES' DEPENDENTS	143,228	143,228
521.23-35 DEPENDENT DENTAL INSURANCE	SUBSIDIZED DENTAL INSURANCE PREMIUMS EMPLOYEES' DEPENDENTS	9,892	9,892
521.23-40 LONG TERM DISABILITY	LONG-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	3,637	3,637
521.24-10 WORKERS' COMPENSATION	WORKERS' COMPENSATION INSURANCE	46,816	46,816
521.31-25 PSYCHOLOGICAL TEST & POLY	PSYCHOLOGICAL TEST, POLY, ADVERTISEMENT NEW HIRES	1,500	1,500
521.34-10 CONTRACTUAL SERVICES	BLACKBOARD CONNECT MASS NOTIFICATION (SHARED WITH FIRE, WATER, WASTEWATER & SOLID WASTE) SPILLMAN TECHNOLOGIES	2,320	37,816
	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	
521.34-20 CONTRACTUAL SERV - SO/EMS	LCSSO DISPATCH SERVICES CONTRACT	291,382	315,122
	LCSSO RADIO CONTROL	23,740	
521.40-10 TRAVEL & PER DIEM	GANDER MOUNTAIN SIMULATOR RANGE (ALL OFFICERS)	1,600	17,976
	FORCE SCIENCE	2,000	
	ADVANCED WEAPON SEMINAR	1,000	
	POLICEONE ONLINE TRAINING	1,500	
	IPTMS COURSES	4,500	
	SUPERVISOR COURSES	2,500	
	FPCA/IACP/SPI CONFERENCES	2,000	
	ADVANCED TRAINING	2,876	
521.41-10 TELEPHONE	NEXTEL	5,292	6,319
	DOMS FAX	1,027	
521.41-20 OTHER COMMUNICATION	VERIZON MI FI DEVICES	12,500	12,500

FUND 001
 DEPT 21
 DIVISION 01

POLICE SERVICES EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2015-2016
521.41-30 POSTAGE	POSTAGE	850	850
521.44-10 RENTALS & LEASES	BOAT SLIP RENTAL FOR POLICE BOATS AT MARINA	3,258	3,258
521.44-11 FED SURPLUS PROPERTY	NO AMOUNT BUDGETED	-	-
521.45-10 LIABILITY	LIABILITY INSURANCE AD&D INSURANCE	64,612 2,700	67,312
521.46-10 BUILDING	BUILDING RENOVATIONS, DOORS, MAINTENANCE	1,000	1,000
521.46-15 EQUIPMENT	REPAIRS TO LIDARS, RADARS, CAMERAS, AND TASERS	3,500	3,500
521.47-10 PRINTING & BINDING	PRINTING, BINDING AND BUSINESS CARDS	1,000	1,000
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. CONFIDENTIAL TAGS RADAR & LIDARS RECERT. (TWICE YEARLY) SPEEDOMETERS (TWICE YEARLY)	17,800 260 2,500 440	21,000
521.52-11 DURABLE GOODS	TASER CARTRIDGES, NIGHT SCOPE	8,000	8,000
521.52-15 FUEL COSTS	FUEL COSTS	96,439	96,439
521.52-25 UNIFORMS	UNIFORM REPLACEMENT AND ASSOCIATED GEAR UNIFORM ALLOWANCE FOR DETECTIVES	12,872 6,128	19,000
521.52-35 FIRE ARM SUPPLIES	AMMUNITION - PRACTICE AND DUTY MISC. FIREARM SUPPLIES SIMUNITIONS	6,500 3,500 2,000	12,000
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	MEMBERSHIP FOR REQUIRED AFFILIATIONS TO MAINTAIN CERTIFICATION (IACP,FPCA,WCPA,FBINA/PAC,PEAF FLORIDA POLYGRAPH ASSOCIATION, NOTARY AND PERIODICALS)	1,800	1,800
521.64-10 EQUIP - REPLACEMENT	NO AMOUNT BUDGETED	-	-
521.64-11 EQUIP-VEHICLE REPLACEMENT	NO AMOUNT BUDGETED	-	-
521.64-13 EQUIP - COMP REPLACEMENT	NO AMOUNT BUDGETED	-	-
521.64-14 EQUIP - NEW COMPUTERS	NO AMOUNT BUDGETED	-	-
521.64-16 POLICE DEPT FIREARMS	NO AMOUNT BUDGETED	-	-

FUND 001
 DEPT 21
 DIVISION 02

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

<u>ACCT #</u>	<u>ACCOUNT DESCRIPTION</u>	<u>AUDITED ACTUALS 2013-2014</u>	<u>REVISED BUDGET 2014-2015</u>	<u>ADOPTED BUDGET 2015-2016</u>	<u>% CHANGE OVER FY 14-15</u>
<i>SALARIES AND BENEFITS</i>					
521.12-10	REGULAR SALARIES	-	-	-	0.00%
521.13-10	OTHER SALARIES & WAGES	-	-	-	0.00%
521.14-10	OVERTIME	-	-	-	0.00%
521.21-10	FICA / MED TAXES	-	-	-	0.00%
521.22-10	RETIREMENT	-	-	-	0.00%
521.22-20	FL STATE RETIREMENT	-	-	-	0.00%
521.23-10	HEALTH INSURANCE	-	-	-	0.00%
521.23-15	DENTAL INSURANCE	-	-	-	0.00%
521.23-20	LIFE INSURANCE	-	-	-	0.00%
521.23-21	SHORT-TERM DISABILITY	-	-	-	0.00%
521.23-30	DEPENDENT HEALTH INSURANCE	-	-	-	0.00%
521.23-35	DEPENDENT DENTAL INSURANCE	-	-	-	0.00%
521.23-40	LONG TERM DISABILITY	-	-	-	0.00%
521.24-10	WORKERS' COMPENSATION	-	-	-	0.00%
521.25-10	UNEMPLOYMENT COMPENSATION	14,300	-	-	0.00%
*	SALARIES AND BENEFITS	14,300	-	-	0.00%
TOTAL COMM CENTER/DISPATCH		14,300	-	-	0.00%

FUND 001
 DEPT 21
 DIVISION 02

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

ACCOUNT DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2015-2016
521.12-10 REGULAR SALARIES		-	-
521.13-10 OTHER SALARIES & WAGES		-	-
521.14-10 OVERTIME		-	-
521.14-20 OVERTIME - OFF DUTY		-	-
521.15-30 INCENTIVE		-	-
521.21-10 FICA / MED TAXES		-	-
521.22-10 RETIREMENT		-	-
521.22-20 FL STATE RETIREMENT		-	-
521.23-10 HEALTH INSURANCE		-	-
521.23-15 DENTAL INSURANCE		-	-
521.23-20 LIFE INSURANCE		-	-
521.23-21 SHORT-TERM DISABILITY		-	-
521.23-30 DEPENDENT HEALTH INSURANCE		-	-
521.23-35 DEPENDENT DENTAL INSURANCE		-	-
521.23-40 LONG TERM DISABILITY		-	-
521.24-10 WORKERS' COMPENSATION		-	-
521.25-10 UNEMPLOYMENT COMPENSATION		-	-

FUND 001
DEPT 21
DIVISION 03

CODE ENFORCEMENT EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2013-2014	REVISED BUDGET 2014-2015	ADOPTED BUDGET 2015-2016	% CHANGE OVER FY 14-15
<i>SALARIES AND BENEFITS</i>					
521.12-10	REGULAR SALARIES	43,658	44,850	47,093	5.00%
521.14-10	OVERTIME	16	300	300	0.00%
521.21-10	FICA / MED TAXES	3,186	3,292	3,460	5.10%
521.22-10	RETIREMENT	2,620	2,709	2,844	4.98%
521.23-10	HEALTH INSURANCE	5,372	6,156	5,754	-6.53%
521.23-15	DENTAL INSURANCE	278	303	341	12.54%
521.23-20	LIFE INSURANCE	249	184	266	44.57%
521.23-21	SHORT-TERM DISABILITY INS	172	174	202	16.09%
521.23-40	LONG TERM DISABILITY	114	116	123	6.03%
521.24-10	WORKERS' COMPENSATION	904	949	844	-11.06%
*	SALARIES AND BENEFITS	56,569	59,033	61,227	3.72%
<i>OPERATING EXPENDITURES</i>					
521.32-30	CODE ENF-SPECIAL MASTER	6,560	5,000	5,000	0.00%
521.34-10	CONTRACTUAL SERVICES	6,366	7,169	6,602	-7.91%
521.40-10	TRAVEL & PER DIEM	766	1,000	1,000	0.00%
521.41-10	TELEPHONE	730	802	479	-40.27%
521.41-20	OTHER COMMUNICATION	-	432	432	0.00%
521.41-30	POSTAGE	1,998	1,000	1,000	0.00%
521.45-10	LIABILITY	1,477	1,646	1,695	2.98%
521.52-10	OPERATING SUPPLIES	896	1,000	1,000	0.00%
521.52-15	FUEL COSTS	1,653	2,014	1,575	-21.80%
521.52-25	UNIFORMS	105	200	200	0.00%
521.54-10	BKS, PUB, SUB, MEM, LIB	35	175	175	0.00%
521.59-35	ABATEMENT PROCEEDINGS	3,350	-	-	0.00%
*	OPERATING EXPENDITURES	23,936	20,438	19,158	-6.26%
<i>CAPITAL EXPENDITURES</i>					
521.64-13	EQUIP - COMP REPLACEMENT	-	1,200	-	-100.00%
*	CAPITAL EXPENDITURES	-	1,200	-	-100.00%
TOTAL CODE ENFORCEMENT		80,505	80,671	80,385	-0.35%

FUND 001
 DEPT 21
 DIVISION 03

CODE ENFORCEMENT EXPENDITURE JUSTIFICATION

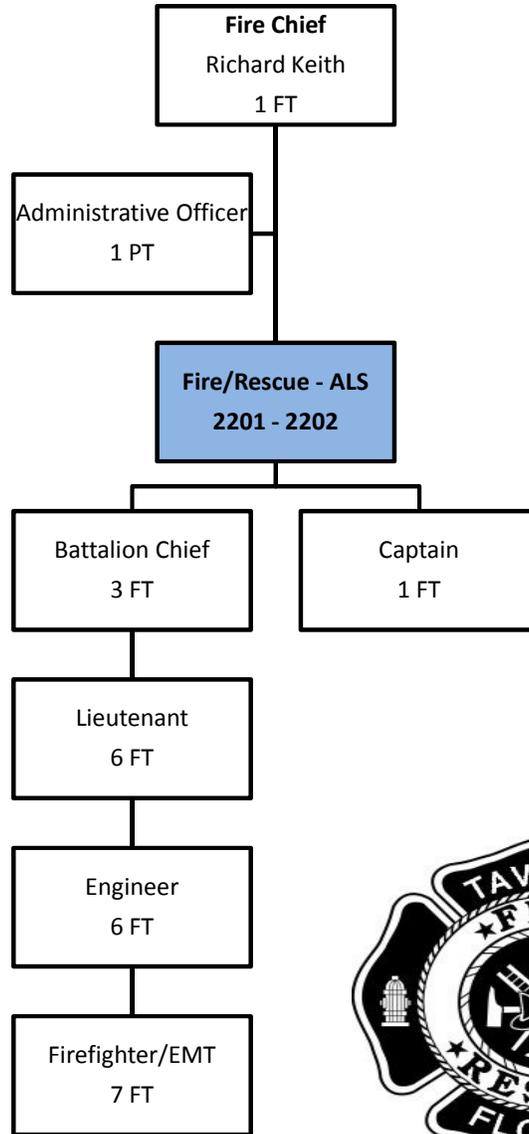
ACCOUNT DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2015-2016
521.12-10 REGULAR SALARIES	SALARIES FOR REGULAR EMPLOYEES	47,093	47,093
521.14-10 OVERTIME	WAGES FOR HOURS WORKED IN EXCESS OF REGULAR TIME	300	300
521.21-10 FICA / MED TAXES	SOCIAL SECURITY AND MEDICARE TAX BENEFIT	3,460	3,460
521.22-10 RETIREMENT	RETIREMENT CONTRIBUTIONS FOR REGULAR EMPLOYEES	2,844	2,844
521.23-10 HEALTH INSURANCE	HEALTH INSURANCE PREMIUMS FOR EMPLOYEES	5,754	5,754
521.23-15 DENTAL INSURANCE	DENTAL INSURANCE PREMIUMS FOR EMPLOYEES	341	341
521.23-20 LIFE INSURANCE	LIFE INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	266	266
521.23-21 SHORT-TERM DISABILITY	SHORT-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	202	202
521.23-40 LONG TERM DISABILITY	LONG-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	123	123
521.24-10 WORKERS' COMPENSATION	WORKERS' COMPENSATION INSURANCE	844	844
521.32-30 CODE ENF-SPECIAL MASTER	CODE ENF-SPECIAL MASTER	5,000	5,000
521.34-10 CONTRACTUAL SERVICES	SOFTWARE MAINTENANCE & SUPPORT	6,602	6,602
521.40-10 TRAVEL & PER DIEM	TRAVEL, PER DIEM	1,000	1,000
521.41-10 TELEPHONE	NEXTEL	479	479
521.41-20 OTHER COMMUNICATION	OTHER COMMUNICATION	432	432
521.41-30 POSTAGE	POSTAGE	1,000	1,000
521.45-10 LIABILITY	LIABILITY INSURANCE	1,695	1,695
521.52-10 OPERATING SUPPLIES	OPERATING SUPPLIES	1,000	1,000
521.52-15 FUEL COSTS	FUEL COSTS	1,575	1,575
521.52-25 UNIFORMS	UNIFORMS	200	200
521.54-10 BKS, PUB, SUB, MEM, LIB	BKS,PUB,SUB,MEM,LIB	175	175
521.59-35 ABATEMENT PROCEEDINGS	NO AMOUNT BUDGETED	-	-
521.64-13 EQUIP - COMP REPLACEMENT	NO AMOUNT BUDGETED	-	-

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Fire Department

Department 22



Position Summary

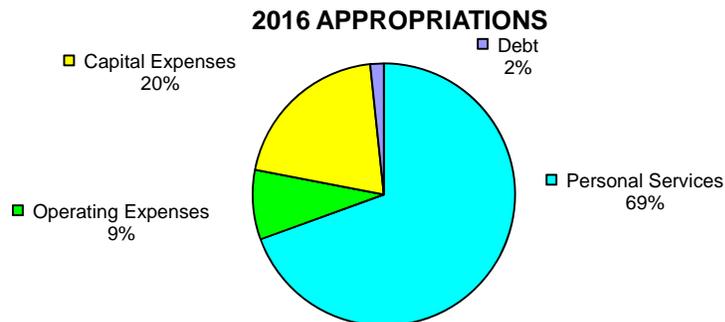
Authorized Positions	Pos. #	2013-2014	2014-2015	2015-2016
Full Time:				
Chief	11001	1	1	1
Commander	11008	0	0	0
Battalion Chief	11008	3	3	3
Engineer	11005	6	6	6
Fire Captain	11007	1	1	1
Fire Inspector	11006	0	0	0
Firefighters/EMT	11004	3	2	2
Firefighter/Paramedic	11009	4	5	5
Lieutenant	11003	6	6	6
No. of Full Time		24	24	24
Part Time:				
Administrative Officer ¹	11013	1	1	1
No. of Part Time:		1	1	1
Total No. of Positions:		25	25	25
Total FTEs:		24.75	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

	Audited Actuals 2013-2014	Revised Budget 2014-2015	Adopted Budget 2015-2016	% Change Over FY 14-15
<i>Department Summary</i>				
Fire Suppression-2201				
Personal Services	2,105,404	1,899,769	2,020,359	6.35%
Operating Expenses	239,333	241,786	249,448	3.17%
Capital Expenses	17,849	11,372	590,250	5090.38%
Debt	-	-	48,287	0.00%
Total Fire Services	2,362,586	2,152,927	2,908,344	35.09%
ALS-2202				
Personal Services	91,902	133,561	170,773	27.86%
Operating Expenses	10,879	10,818	13,255	22.53%
Capital Expenses	7,075	5,091	-	-100.00%
Debt	-	-	-	0.00%
Total ALS	109,856	149,470	184,028	23.12%
Grand Total Fire	\$ 2,472,442	\$ 2,302,397	\$ 3,092,372	34.31%
<i>Percentage of Fund Budget</i>	17.66%	16.44%	19.83%	



2016 OPERATING BUDGET

FIRE - 2201, 2202

PROGRAM HIGHLIGHTS

DEPARTMENT MISSION

The City of Tavares Fire Department will strive to use our resources efficiently to deliver fire protection and deliver the highest standard of care 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 officer, 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.

Last year, the City of Tavares Fire Department responded to 3,714 incidents. Of this number, approximately 84% 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. In addition, Tavares Fire Department has the only car seat certified technician in the tri-city area providing car seat inspections and class demonstration. 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 2013	Actual 2014	Est. 2015	Projected 2016
1.	Emergency Responses (total)	3,310	3,714	3,800	3,900
	Fire Responses	461	580	608	625
	Medical Responses	2,849	3,134	3,192	3,275
2.	Occupational/Fire Safety Inspections	613	623	625	650
3.	Fire Hydrant Testing	529	548	575	600
4.	Training Hours Completed	8,849	9,267	9,300	9,500

2016 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.

2016 OPERATING BUDGET

FIRE - 2201, 2202 (continued)

PROGRAM HIGHLIGHTS

2016 OBJECTIVES

1. Maintain a higher level of training hours for FY2016.
2. Continue to support Advanced Life Support services at station 28. Our goal for 2016, is for Station 29 to become Advanced Life Support bringing Tavares full time in ALS.
3. Maintain standards or higher to maintain current Insurance Service Office rating of 3 for public protection class.
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.

2015 ACCOMPLISHMENTS

1. Fire Department improved its Insurance Service Organization class rating from a Class 5 to a Class 3, with 1 being the best.
2. Fire Department successfully submitted two grants through the FEMA process. One grant if awarded, will be for a Lifepak15 and second grant if awarded, exhaust system for station 28.
3. Fire Department was able to send one person to Paramedic School, who successfully completed the course, passed the State exam and the Medical Director's Provisional Program.
4. Fire Department personnel completed all regulatory requirements for renewal of EMT/Paramedic re-certification
5. During Fire Prevention Week, Fire Dept. personnel outreached to approximately 540 students grades Pre-K to fifth grade regarding education on fire prevention and handed out materials to approximately 940 students.
6. Fire Prevention conducted 116 fire/life safety demonstrations, 1,471 life safety inspections, and assisted 57 families with installing or replacing child car safety seats.
7. Fire Department personnel participated in the YMCA Fall Festival handing out fire prevention material and conducted fire apparatus tours.
8. Fire Department reported no injuries.
9. Chief Keith completed his tenure as Board of Director for Central Florida Fire Chief's Association, District 4 (Lake County).
10. Chief Keith was elected to serve as a member of the Lake Tech Charter Board of Directors.

FUND 001
DEPT 22
DIVISION 01

FIRE SUPPRESSION EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2013-2014	REVISED BUDGET 2014-2015	ADOPTED BUDGET 2015-2016	% CHANGE OVER FY 14-15
<i>SALARIES AND BENEFITS</i>					
522.12-10	REGULAR SALARIES	1,204,210	1,173,168	1,225,550	4.47%
522.14-10	OVERTIME	217,512	67,889	79,382	16.93%
522.14-20	OVERTIME - OFF DUTY	(160)	-	-	0.00%
522.15-30	INCENTIVE	3,745	5,040	4,320	-14.29%
522.15-60	ELECTR TABLET ALLOWANCE	500	-	-	0.00%
522.21-10	FICA / MED TAXES	99,722	86,145	90,235	4.75%
522.22-10	RETIREMENT	286,470	247,984	253,253	2.12%
522.22-20	FL STATE RETIREMENT	2,347	2,445	2,641	8.02%
522.23-10	HEALTH INSURANCE	107,055	119,624	128,682	7.57%
522.23-15	DENTAL INSURANCE	6,396	7,153	7,877	10.12%
522.23-20	LIFE INSURANCE	6,297	4,790	6,952	45.14%
522.23-21	SHORT-TERM DISABILITY INS	4,374	4,569	5,159	12.91%
522.23-30	DEPENDENT HEALTH INSURANCE	112,157	129,859	151,803	16.90%
522.23-35	DEPENDENT DENTAL INSURANCE	9,312	10,170	12,462	22.54%
522.23-40	LONG TERM DISABILITY	2,889	3,038	3,184	4.81%
522.24-10	WORKERS' COMPENSATION	42,578	37,895	48,859	28.93%
* SALARIES AND BENEFITS		2,105,404	1,899,769	2,020,359	6.35%
<i>OPERATING EXPENDITURES</i>					
522.31-27	MEDICAL SCREENING	7,870	8,770	8,730	-0.46%
522.34-10	CONTRACTUAL SERVICES	6,879	9,597	13,155	37.07%
522.40-10	TRAVEL & PER DIEM	233	1,000	6,500	550.00%
522.41-10	TELEPHONE	5,611	6,384	6,175	-3.27%
522.41-20	OTHER COMMUNICATION	4,191	4,260	4,260	0.00%
522.41-30	POSTAGE	620	850	850	0.00%
522.43-10	ELECTRIC, WATER, GAS	32,837	33,564	32,840	-2.16%
522.44-10	RENTALS & LEASES	1,188	1,188	1,188	0.00%
522.45-10	LIABILITY	23,618	27,711	31,229	12.70%
522.46-10	REPAIR & MAINT. - BUILDING	2,277	2,535	2,000	-21.10%
522.46-15	REPAIR & MAINT. - EQUIPMENT	5,324	5,550	7,490	34.95%
522.46-17	INSURANCE RECOVERY	(3,418)	-	-	0.00%
522.46-38	FIRE VEHICLES	37,906	38,441	38,441	0.00%
522.47-10	PRINTING & BINDING	117	294	294	0.00%
522.51-10	OFFICE SUPPLIES	699	750	750	0.00%
522.52-10	OPERATING SUPPLIES	18,314	19,166	19,840	3.52%
522.52-11	DURABLE GOODS	7,957	9,250	6,000	-35.14%
522.52-15	FUEL COSTS	36,523	43,746	34,753	-20.56%
522.52-25	UNIFORMS	11,216	12,350	12,100	-2.02%
522.52-36	BUNKER GEAR	30,499	4,160	12,438	198.99%
522.52-50	TRAINING	5,442	7,615	6,500	-14.64%
522.54-10	BKS, PUB, SUB, MEM, LIB	1,433	2,605	1,915	-26.49%
522.54-20	FIRE PREVENT/PUB. EDUC	1,997	2,000	2,000	0.00%
* OPERATING EXPENDITURES		239,333	241,786	249,448	3.17%

FUND 001
 DEPT 22
 DIVISION 01

FIRE SUPPRESSION EXPENDITURES

<u>ACCT #</u>	<u>ACCOUNT DESCRIPTION</u>	<u>AUDITED ACTUALS 2013-2014</u>	<u>REVISED BUDGET 2014-2015</u>	<u>ADOPTED BUDGET 2015-2016</u>	<u>% CHANGE OVER FY 14-15</u>
<i>CAPITAL EXPENDITURES</i>					
522.61-10	LAND	-	1,250	-	-100.00%
522.62-20	BUILDINGS	-	-	36,000	100.00%
522.64-10	EQUIP - REPLACEMENT	9,945	-	4,250	100.00%
522.64-11	EQUIP - VEHICLE REPLACEMENT	-	-	550,000	100.00%
522.64-13	EQUIP - COMP REPLACEMENT	-	7,659	-	-100.00%
522.64-15	EQUIP - NEW	5,904	2,463	-	-100.00%
522.64-17	EQUIP - NEW VEHICLES	2,000	-	-	0.00%
	* CAPITAL EXPENDITURES	<u>17,849</u>	<u>11,372</u>	<u>590,250</u>	<u>5090.38%</u>
<i>DEBT SERVICE</i>					
522.71-15	LEAGUE LEASE 2002 & 2006	-	-	38,364	0.00%
522.72-15	LEAGUE LEASE 2002 & 2006	-	-	9,923	0.00%
	* DEBT SERVICE	<u>-</u>	<u>-</u>	<u>48,287</u>	<u>0.00%</u>
TOTAL FIRE SERVICES		<u>2,362,586</u>	<u>2,152,927</u>	<u>2,908,344</u>	<u>35.09%</u>

FUND 001
 DEPT 22
 DIVISION 01

FIRE SUPPRESSION EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2015-2016
522.12-10 REGULAR SALARIES	SALARIES FOR REGULAR EMPLOYEES	1,225,550	1,225,550
522.14-10 OVERTIME	WAGES FOR HOURS WORKED IN EXCESS OF REGULAR TIME	79,382	79,382
522.15-30 INCENTIVE	ADDITIONAL MONTHLY PAY FOR FIREFIGHTERS WHO COMPLETE TRAINING AND / OR EARN A DEGREE	4,320	4,320
522.15-60 ELECTR TABLET ALLOWANCE	NO AMOUNT BUDGETED	-	-
522.21-10 FICA / MED TAXES	SOCIAL SECURITY AND MEDICARE TAX BENEFIT	90,235	90,235
522.22-10 RETIREMENT	RETIREMENT CONTRIBUTIONS FOR REGULAR EMPLOYEES	253,253	253,253
522.22-20 FL STATE RETIREMENT	FRS RETIREMENT CONTRIBUTIONS FOR REGULAR EMPLOYEES	2,641	2,641
522.23-10 HEALTH INSURANCE	HEALTH INSURANCE PREMIUMS FOR EMPLOYEES	128,682	128,682
522.23-15 DENTAL INSURANCE	DENTAL INSURANCE PREMIUMS FOR EMPLOYEES	7,877	7,877
522.23-20 LIFE INSURANCE	LIFE INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	6,952	6,952
522.23-21 SHORT-TERM DISABILITY	SHORT-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	5,159	5,159
522.23-30 DEPENDENT HEALTH INSURANCE	SUBSIDIZED HEALTH INSURANCE PREMIUMS FOR EMPLOYEES' DEPENDENTS	151,803	151,803
522.23-35 DEPENDENT DENTAL INSURANCE	SUBSIDIZED DENTAL INSURANCE PREMIUMS FOR EMPLOYEES' DEPENDENTS	12,462	12,462
522.23-40 LONG TERM DISABILITY	LONG-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	3,184	3,184
522.24-10 WORKERS' COMPENSATION	WORKERS' COMPENSATION INSURANCE	48,859	48,859
522.31-27 MEDICAL SCREENING	ADHERE TO ARTICLE 29 OF COLLECTIVE BARGAINING AGREEMENT ANNUAL PHYSICAL TESTING 22 X \$385 PRE-EMPLOYMENT MEDICAL SCREENING REQUIRED	8,470 260	8,730
522.34-10 CONTRACTUAL SERVICES	MAINTENANCE FOR 19 PORTABLE RADIOS X \$96 MOBILE RADIO ANNUAL MAINTENANCE 7 X \$144 CONTROL STATION - 2 ANNUAL MAINTENANCE X \$144 MAINTENANCE OF FIREPROGRAMS - SOFTWARE FOR NFIRS REPORTING OF NFIRS NECESSARY FOR GRANT OPPORTUNITY RENTAL OF STORAGE FACILITY \$150/MO ANNUAL MAINTENANCE OF TARGET SOLUTIONS USB AIR CARD TO BE USED WITH CLOSEST UNIT RESPONSE AGREEMENT WITH LAKE CO. ON 5 UNITS AT \$37 / MO X 12 BLACKBOARD CONNECT MASS NOTIFICATION (SHARED WITH POLICE, WATER, WASTEWATER & SOLID WASTE)	1,824 1,008 288 3,300 1,800 395 2,220 2,320	13,155
522.40-10 TRAVEL & PER DIEM	HURRICANE CONFERENCE, FL FIRE CHIEF'S CONFERENCE ESO SOLUTIONS CONF. & REIMBURSE MEALS AS NEEDED LEADERSHIP CLASS	1,000 5,500	6,500
522.41-10 TELEPHONE	NEXTEL VERIZON DOMS FAX	4,120 909 1,146	6,175
522.41-20 OTHER COMMUNICATION	DISPATCH PHONE AVERAGE MONTHLY BILL \$355 X 12	4,260	4,260
522.41-30 POSTAGE	CONTINUE TO MAIL OUT CARDS TO PATIENTS THAT USE THE SERVICES OF TAVARES FIRE RESCUE	850	850
522.43-10 ELECTRIC, WATER, GAS	ELECTRIC WATER GAS	20,117 10,044 2,679	32,840

FUND 001
 DEPT 22
 DIVISION 01

FIRE SUPPRESSION EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2015-2016
522.44-10 RENTALS & LEASES	\$99 / MONTH FOR RESCUE BOAT DOCK RENTAL	1,188	1,188
522.45-10 LIABILITY	LIABILITY INSURANCE AD&D INSURANCE	28,529 2,700	31,229
522.46-10 BUILDING	ST29 - WAX FLOORS, REPAIRS FOR BAY DOORS, ETC SIGNAGE FOR STATION 28 AND ST29	1,000 1,000	2,000
522.46-15 EQUIPMENT	FIRE TRUCK LADDER ANNUAL CERTIFICATION TEST ANNUAL PUMP TEST \$330 EACH FIT TESTING OF MASK REGARDING SCBA \$25 / EACH X 24 ANNUAL SERVICE ON AMKUS/HALMATRO TOOLS \$700 EACH UNKNOWN EQUIPMENT REPAIRS ON SCBA - THEY ARE OUT WARRANTY, RADIO, HEADSETS, TEST GENERATORS	1,300 990 600 2,100 2,500	7,490
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	PRINT PATIENT CARE FORMS AND BUSINESS CARDS	294	294
522.51-10 OFFICE SUPPLIES	GENERAL OFFICE SUPPLIES	750	750
522.52-10 OPERATING SUPPLIES	OPERATING SUPPLIES FOR BOTH STATIONS MAINTENANCE OF ALL OF THE CITY'S AED (14) ALL PADS AND BATTERIES TO BE REPLACED ESTIMATED USAGE OF PADS - ONE TIME USAGE	17,000 2,240 600	19,840
522.52-11 DURABLE GOODS	5 SECTIONS OF HOSE TO BE REPLACED PLUS FREIGHT EACH SECTION IS \$525 AND FREIGHT IS \$200 WASHER & DRYER TO BE REPLACED AT ST28 REPLACEMENT OF TWO FACEPIECE (SCBA) WITH ACCESSORIES	3,350 1,000 1,650	6,000
522.52-15 FUEL COSTS	FUEL COSTS	34,753	34,753
522.52-25 UNIFORMS	ADHERING TO ARTICLE 25 - \$400 ALLOWANCE PER PERSON \$400 X 20 PLUS CHIEF'S ALLOWANCE \$600 1 EMPLOYEE TO RETIRE FY16 - REPLACEMENT PROJECT FF1022 - REPLACEMENT BOOTS \$200 X 12 PROJECT FF1025 - INSIGNIAS PROJECT FF1024 - SAFETY ACCESSORIES REPLACEMENT OF EXTRICATION/STRUCTURAL GLOVES & ABILITY FOR SPARE	8,600 400 2,400 200 500	12,100
522.52-36 BUNKER GEAR	REPLACE THREE SETS AT \$2,200 EACH REPLACEMENT STRUCTURAL BOOTS \$343 X 6 REPLACE 1 HELMET & HAVE 1 SPARE PER NFPA STANDARDS GEAR SHOULD BE INSPECTED ONCE A YEAR & CLEANED AFTER FIRE EVENT \$150 PER PERSON - 22	6,600 2,058 480 3,300	12,438
522.52-50 TRAINING	MAINTAIN SAME LEVEL AS FY15 - TRAINING FOR CLASSES AT LAKE TECH, ST. PETERSBURG, OR ONLINE AS REQUIRED FOR FIRE OFFICER I, SEMINARS AS NEEDED, TRAINING ESO/FIRE PROGRAMS, RENEWAL OF TARGET SOLUTIONS ISO TRAINING PLATFORM 24 X \$65	6,500	6,500
522.54-10 BKS, PUB, SUB, MEM, LIB	NFPA FIRE CODE SUBSCRIPTION & CHIEF'S MEMBER LAKE SUMTER FIRE CHIEF ASSOCIATION FLA FIRE MARSHAL & INSPECTOR X 2 AT \$65 FFCA X 2 AT \$95 CENTRAL FLA FIRE CHIEF MEMBERSHIP NEWSPAPER SUBSCRIPTION FOR BOTH STATIONS VARIOUS MAGAZINES, FIRE HOUSE, FIRE ENGINEERING FLA TREND AND CADPAGE	665 180 130 190 50 400 300	1,915

FUND 001
DEPT 22
DIVISION 02

ADVANCED LIFE SUPPORT (ALS)

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2013-2014	REVISED BUDGET 2014-2015	ADOPTED BUDGET 2015-2016	% CHANGE OVER FY 14-15
<i>SALARIES AND BENEFITS</i>					
522.12-10	REGULAR SALARIES	54,991	69,787	82,460	18.16%
522.14-10	OVERTIME	7,874	25,493	29,809	16.93%
522.21-10	FICA / MED TAXES	4,501	7,033	7,981	13.48%
522.22-10	RETIREMENT	14,095	20,256	22,394	10.55%
522.23-10	HEALTH INSURANCE	4,588	4,355	9,426	116.44%
522.23-15	DENTAL INSURANCE	379	413	652	57.87%
522.23-20	LIFE INSURANCE	292	288	468	62.50%
522.23-21	SHORT-TERM DISABILITY INS	202	272	353	29.78%
522.23-30	DEPENDENT HEALTH INSURANCE	2,531	2,168	11,750	441.97%
522.23-35	DEPENDENT DENTAL INSURANCE	357	333	953	186.19%
522.23-40	LONG TERM DISABILITY	134	181	216	19.34%
522.24-10	WORKERS' COMPENSATION	1,958	2,982	4,311	44.57%
* SALARIES AND BENEFITS		91,902	133,561	170,773	27.86%
<i>OPERATING EXPENDITURES</i>					
522.31-27	MEDICAL SCREENING	1,345	1,155	1,155	0.00%
522.34-10	CONTRACTUAL SERVICES	782	5,350	5,600	4.67%
522.47-10	PRINTING & BINDING	260	752	510	-32.18%
522.52-10	OPERATING SUPPLIES	2,283	-	2,022	100.00%
522.52-11	DURABLE GOODS	615	725	1,262	74.07%
522.52-25	UNIFORMS	1,561	1,083	1,320	21.88%
522.52-50	TRAINING	4,033	-	-	0.00%
522.59-65	GRANT MATCH	-	1,753	1,386	-20.94%
* OPERATING EXPENDITURES		10,879	10,818	13,255	22.53%
<i>CAPITAL EXPENDITURES</i>					
522.64-14	EQUIP - NEW COMPUTERS	-	5,091	-	-100.00%
522.64-15	EQUIP - NEW	3,700	-	-	0.00%
522.64-23	EQUIP - SOFTWARE	3,375	-	-	0.00%
* CAPITAL EXPENDITURES		7,075	5,091	-	-100.00%
TOTAL FIRE SERVICES - ALS		109,856	149,470	184,028	23.12%

FUND 001
 DEPT 22
 DIVISION 02

ADVANCED LIFE SUPPORT (ALS)

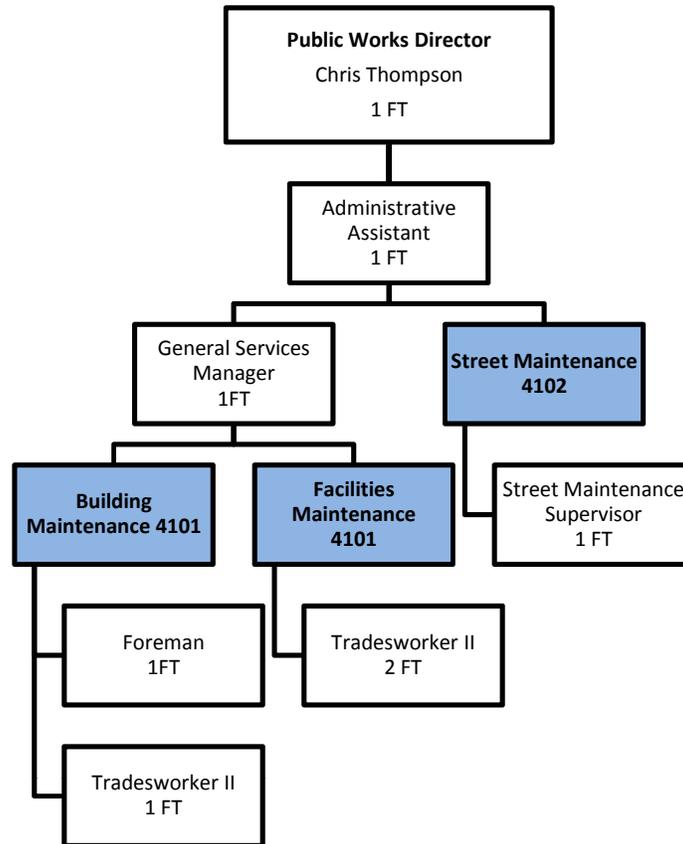
ACCOUNT DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2015-2016
522.12-10 REGULAR SALARIES	SALARIES FOR REGULAR EMPLOYEES	82,460	82,460
522.14-10 OVERTIME	WAGES FOR HOURS WORKED IN EXCESS OF REGULAR TIME	29,809	29,809
522.21-10 FICA / MED TAXES	SOCIAL SECURITY AND MEDICARE TAX BENEFIT	7,981	7,981
522.22-10 RETIREMENT	RETIREMENT CONTRIBUTIONS FOR REGULAR EMPLOYEES	22,394	22,394
522.23-10 HEALTH INSURANCE	HEALTH INSURANCE PREMIUMS FOR EMPLOYEES	9,426	9,426
522.23-15 DENTAL INSURANCE	DENTAL INSURANCE PREMIUMS FOR EMPLOYEES	652	652
522.23-20 LIFE INSURANCE	LIFE INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	468	468
522.23-21 SHORT-TERM DISABILITY	SHORT-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	353	353
522.23-30 DEPENDENT HEALTH INSURANCE	SUBSIDIZED HEALTH INSURANCE PREMIUMS FOR EMPLOYEES' DEPENDENTS	11,750	11,750
522.23-35 DEPENDENT DENTAL INSURANCE	SUBSIDIZED DENTAL INSURANCE PREMIUMS FOR EMPLOYEES' DEPENDENTS	953	953
522.23-40 LONG TERM DISABILITY	LONG-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	216	216
522.24-10 WORKERS' COMPENSATION	WORKERS' COMPENSATION INSURANCE	4,311	4,311
522.31-27 MEDICAL SCREENING	ADHERE TO ARTICLE 29 OF COLLECTIVE BARGAINING AGREEMENT \$385 X 3	1,155	1,155
522.34-10 CONTRACTUAL SERVICES	ESO SOLUTIONS - SOFTWARE FOR INCIDENT REPORT WRITING MAINTENANCE FOR LIFEPACK 15	4,400 1,200	5,600
522.47-10 PRINTING & BINDING	REPRODUCTION OF ADVANCED LIFE SUPPORT PROTOCOLS \$85 EACH BOOK	510	510
522.52-10 OPERATING SUPPLIES	A.L.S. ITEMS ST29: PELICAN EMS BOX FOR NARCOTICS LOCKING NARCOTICS BOX MEDICAL SUPPLIES LARYNGOSCOPE HANDLE ALS BACKPACK ADULT & PEDI TRACTION SPLINT (\$120 EA) I/O DRILL JUMP BAGS - INTUB. & VASCULAR PULSE OX METER UNIVERSAL FORCEPS ADULT & PEDI BROSELOW TAPE PEDI MOBILIZER	300 45 200 30 225 240 295 300 224 30 48 85	2,022
522.52-11 DURABLE GOODS	A.L.S. ITEMS FOR STATION 29: EQUIPMENT FOR ALS FOR STATION 29 - WHISPER GENERATOR FLOW AND REFRIGERATOR FOR TRUCK	587 675	1,262
522.52-25 UNIFORMS	MAINTAIN SAME LEVEL AS FY15 - ADHERE TO ARTICLE 25 OF COLLECTIVE BARGAINING AGREEMENT 3 X \$400 PROJECT FF1025 \$70 AND PROJECT FF1024 \$50	1,200 120	1,320
522.52-50 TRAINING	NO MONIES IS BEING REQUESTED AS NO ONE WILL BE ATTENDING PARAMEDIC SCHOOL	-	-
522.59-65 GRANT MATCH	EXHAUST SYSTEM FOR STATION 28 \$27,729 AT 5% MATCH	1,386	1,386
522.64-14 EQUIP - NEW COMPUTERS	NO AMOUNT BUDGETED	-	-
522.64-15 EQUIP - NEW	NO AMOUNT BUDGETED	-	-
522.64-23 SOFTWARE	NO AMOUNT BUDGETED	-	-

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General Services

Division 41*



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

Position Summary

Authorized Positions	Pos. #	2013-2014	2014-2015	2015-2016
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	1	1
Trades Worker II	21002	3	3	3
No. of Full Time		7	8	8
Total No. of Positions:		7	8	8
Total FTEs:		7	8	8

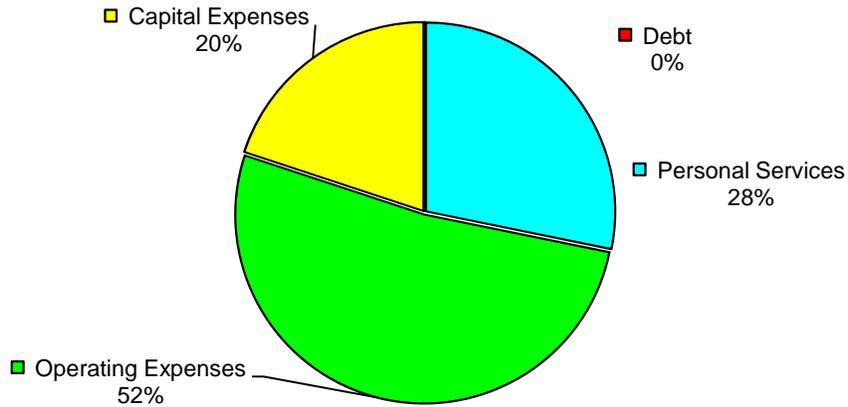
Notes:

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

Budget Summary

	Audited Actuals 2013-2014	Revised Budget 2014-2015	Adopted Budget 2015-2016	% Change Over FY 14-15
<i>Division Summary</i>				
Facilities Maintenance-4101				
Personal Services	406,088	424,957	461,139	8.51%
Operating Expenses	689,224	801,292	453,772	-43.37%
Capital Expenses	19,050	23,047	250,000	984.74%
Debt	-	-	-	0.00%
Total Facilities Maint.	1,114,362	1,249,296	1,164,911	-6.75%
Street Maintenance -4102				
Personal Services	-	50,057	76,499	52.82%
Operating Expenses	-	173,973	535,396	207.75%
Capital Expenses	-	153,593	130,000	-15.36%
Debt	-	-	-	0.00%
Total Sts & Rds Division	-	377,623	741,895	96.46%
Grand Total General Services	\$ 1,114,362	\$ 1,626,919	\$ 1,906,806	17.20%
<i>Category Summary</i>				
Personal Services	406,088	475,014	537,638	13.18%
Operating Expenses	689,224	975,265	989,168	1.43%
Capital Expenses	19,050	176,640	380,000	115.13%
Debt	-	-	-	0.00%
Grand Total General Services	\$ 1,114,362	\$ 1,626,919	\$ 1,906,806	17.20%
<i>Percentage of Fund Budget</i>	7.96%	11.62%	12.23%	

2016 APPROPRIATIONS



2016 OPERATING BUDGET

GENERAL SERVICES - 4101

PROGRAM HIGHLIGHTS

DIVISION MISSION

We strive to provide a highly skilled and professional quality of service to keep our facilities, staff and community operating smoothly. Our commitment to public service ensures an efficient, friendly, professional and cost effective means to improving the quality of life for all in Tavares.

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 building/facility sidewalks, tree and canal maintenance. The division is involved in supporting many other departments including Streets, Code Enforcement, Seaplane Base and Marina, Pavilion on the Lake, 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.

SERVICE INDICATORS

	Indicator Description	Actual 2013	Actual 2014	Est. 2015	Projected 2016
1.	Work Orders Performed	1,510	2,779	2,800	2,900
2.	City Departments Served	15	15	16	16
3.	Sports Complexes Maintained	3	3	3	3
4.	City Buildings Maintained (in square feet)	109,365	120,246	128,246	128,246
5.	City Events	19	35	32	32
6.	Event Signs (design, build, erect, maintain, replace)	170	185	185	185
7.	Sidewalks Maintained (miles)	61	61	1	1
8.	Canal Space Maintained (feet)	> 3,000	> 3,000	> 3,000	> 3,000
9.	Buildings Maintained	40	42	46	46
10.	Facilities Maintained	37	37	37	37

2016 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 public buildings throughout the City to meet current and future demand.

City Lifestyle

Ensure that public buildings throughout the City meet current and future demands, promote health, safety and preservation of City assets.

Citizen and Customer Service Focus

Provide prompt, courteous and professional service to residents and staff throughout the City.

Innovation and Technology

Incorporate software programs that streamline and track maintenance schedules to maintain safe and efficient operation of equipment and personnel.

Organizational Performance

Provide cost effective maintenance techniques to increase efficiency while decreasing the cost of operation.

2016 OPERATING BUDGET

GENERAL SERVICES - 4101 (Continued)

PROGRAM HIGHLIGHTS

2016 OBJECTIVES

1. Redevelop and upgrade our routine building maintenance to increase efficiency and productivity while decreasing operating expenses.
2. Improve training and memberships for division staff to increase productivity and obtain appropriate certifications/licensing for the performance of their duties.
3. Maintain an organized inventory to create an efficient use of space and reduce overstock.

2015 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 with a minimal crew.
2. Assisted in the development of the Streets Division.
3. Continued technical training and motivational skills for the division.
4. Held monthly safety meetings.
5. Assisted Streets Division in tree trimming/removal, repairing damaged roadways, repair/replacement of City sidewalks.
6. Improved monthly building maintenance program and implemented new facility maintenance software to reduce the number of emergencies and increase productivity.
7. Continued new quarterly A/C Maintenance program to improve efficiency and quality of several A/C units throughout the city.
8. Helped out with all city events (signs, banners, electricity, barricades and unforeseen emergencies).
9. Painted exteriors of Fire Station #28, Mausoleum, Ingraham Center and Caroline Plant Pump House.
10. Painted interiors of Summerall Park Restrooms, Tavares Recreational Park Restrooms, City Hall offices and Police Department.
11. Continued to maintain the Imperial Terrace Canal.
12. Constructed Bathroom Facility and installed additional security lighting at Water Plant #4.
13. Assisted in construction punch lists for new Pavilion.
14. Support to the Pavilion on the Lake.
15. Support to the Seaplane Base & Marina.

2016 OPERATING BUDGET

STREETS - 4102

PROGRAM HIGHLIGHTS

DEPARTMENT MISSION

To provide a highly skilled and professional quality of service in maintaining streets, alleys, sidewalks and rights-of-way for the City of Tavares.

DEPARTMENT DESCRIPTION (Services, Functions, and Activities)

Streets is a department of one (1) staff member who is responsible for the maintenance of 60+ miles of streets and rights-of-way, 102 miles of sidewalk, 906 street signs, 16 traffic signals, 4 school flashers and 1,400+ street lights. Additional responsibilities include tree trimming, erosion control and roadway debris maintenance. The division is dependent upon other departments to provide staff as available. Our commitment to public service ensures an efficient, friendly, cost effective means of improving the quality of life for all in Tavares.

SERVICE INDICATORS

	Indicator Description	Actual 2013	Actual 2014	Est. 2015	Projected 2016
1.	Work Orders Performed	N/A	431	450	500
2.	Streets/Lanes Maintained (miles)	123	123	123	123
3.	Sidewalks Maintained (miles)	102	102	102	102
4.	Street Signs (design, build, erect, maintain, replace)	2,500	2,500	2,500	2,500

2016 GOALS

Organizational Development

Obtain through education and training an increased knowledge in current and improved processes and procedures for an effective workforce.

Growth and Development

Establish and maintain a street and sidewalk management plan throughout the City to meet current and future demand.

City Lifestyle

Ensure that City streets, alleys and sidewalks meet current and future demands while promoting health, safety and preservation of City assets.

Citizen and Customer Service Focus

Provide prompt, courteous and professional service to residents and staff throughout the city.

Innovation and Technology

Incorporate a software program that will streamline and track maintenance schedules and maintain safe and efficient operation of equipment.

Organizational Performance

Provide cost effective maintenance techniques to increase efficiency while decreasing the cost of operation.

2016 OBJECTIVES

1. Develop and implement a 5-Year Pavement Management Plan.
2. Develop and implement a 5-Year Sidewalk Management Plan.
3. Develop a scheduled maintenance plan for tree trimming/removal.
4. Obtain training and education to increase knowledge and productivity, achieving appropriate certifications to perform the duties of the division and to provide residents with friendly, professional and knowledgeable customer service.
5. Develop and implement an organizational plan to effectively complete and track all requests and work orders.

2016 OBJECTIVES (continued)

6. Continue to cross train with other Public Works Divisions for a safer, more efficient work environment.
7. Ensure all Streets Division employees attend at least one training program each year.
8. Develop a scheduled maintenance plan for alleys and rights-of-way.

2015 ACCOMPLISHMENTS

1. Established the Streets Division, managing work orders and unforeseen emergencies with a minimal crew.
2. Attended initial training required for the division.
3. Worked with other divisions to accomplish tree trimming and removing declining trees, patching and repairing damaged roadways, repair and replacement of city sidewalks.
4. Completed contracted sidewalk grinding, removing trip hazards for an area of 10,331 square feet.
5. Remained friendly and respectful to residents and staff in all situations.
6. Made a positive impact in all situations.

FUND 001
 DEPT 41
 DIVISION 01

GENERAL SERVICES DIVISION EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2013-2014	REVISED BUDGET 2014-2015	ADOPTED BUDGET 2015-2016	% CHANGE OVER FY 14-15
<i>SALARIES AND BENEFITS</i>					
541.12-10	REGULAR SALARIES	277,243	284,421	298,512	4.95%
541.13-10	OTHER SALARIES & WAGES	-	4,200	10,000	138.10%
541.14-10	OVERTIME	5,823	2,800	7,500	167.86%
541.15-60	ELECTR TABLET ALLOWANCE	250	-	-	0.00%
541.21-10	FICA / MED TAXES	19,864	20,334	21,407	5.28%
541.22-20	FL STATE RETIREMENT	25,068	28,074	30,815	9.76%
541.23-10	HEALTH INSURANCE	30,148	33,583	34,527	2.81%
541.23-15	DENTAL INSURANCE	1,671	1,816	2,047	12.72%
541.23-20	LIFE INSURANCE	1,554	1,149	1,677	45.95%
541.23-21	SHORT-TERM DISABILITY INS	1,079	1,099	1,243	13.10%
541.23-30	DEPENDENT HEALTH INSURANCE	20,566	23,823	32,739	37.43%
541.23-35	DEPENDENT DENTAL INSURANCE	1,909	1,954	2,521	29.02%
541.23-40	LONG TERM DISABILITY	712	730	766	4.93%
541.24-10	WORKERS' COMPENSATION	20,201	20,974	17,385	-17.11%
*	SALARIES AND BENEFITS	406,088	424,957	461,139	8.51%
<i>OPERATING EXPENDITURES</i>					
541.31-15	ENGINEERING	3,275	4,375	5,000	14.29%
541.31-60	PERMIT & COMPLIANCE FEES	75	240	240	0.00%
541.34-10	CONTRACTUAL SERVICES	119,045	215,160	221,162	2.79%
541.40-10	TRAVEL & PER DIEM	3,311	8,735	8,735	0.00%
541.41-10	TELEPHONE	3,443	3,998	3,287	-17.78%
541.41-20	OTHER COMMUNICATION	36	300	480	60.00%
541.41-30	POSTAGE	85	350	350	0.00%
541.43-10	ELECTRIC, WATER, GAS	313,796	380,827	6,137	-98.39%
541.43-20	LANDFILL COSTS	-	-	500	100.00%
541.44-10	RENTALS & LEASES	3,134	6,500	7,500	15.38%
541.45-10	LIABILITY	22,445	25,012	19,634	-21.50%
541.46-10	REPAIR & MAINT. - BUILDING	36,283	44,128	79,647	80.49%
541.46-15	REPAIR & MAINT. - EQUIPMENT	12,060	10,177	20,200	98.49%
541.46-17	INSURANCE RECOVERY	27,128	-	-	0.00%
541.46-25	REPAIR & MAINT. - MISC.	2,992	2,990	5,425	81.44%
541.46-37	MARINE VESSELS	1,452	22,485	4,500	-79.99%
541.46-40	REPAIR & MAINT. - TRAFFIC LIGHT	33,460	-	-	0.00%
541.46-45	REPAIR & MAINT. - EXTERMINATING	5,857	6,320	5,848	-7.47%
541.47-10	PRINTING & BINDING	82	800	800	0.00%
541.48-22	LIGHT UP TAVARES-SUPPLIES	16,011	15,300	12,630	-17.45%
541.49-10	ADVERTISING	-	-	500	100.00%
541.51-10	OFFICE SUPPLIES	529	1,000	1,250	25.00%
541.52-10	OPERATING SUPPLIES	27,186	27,086	27,439	1.30%
541.52-11	DURABLE GOODS	-	2,612	1,395	-46.59%
541.52-15	FUEL COSTS	14,161	15,857	14,003	-11.69%
541.52-25	UNIFORMS	3,583	5,540	3,660	-33.94%
541.52-59	GEN SVCS SIGN MATERIALS	21,320	-	1,950	100.00%
541.53-20	ROAD MATERIALS & SUPPLIES	17,180	-	-	0.00%
541.54-10	BKS, PUB, SUB, MEM, LIB	1,295	1,500	1,500	0.00%
*	OPERATING EXPENDITURES	689,224	801,292	453,772	-43.37%

FUND 001
 DEPT 41
 DIVISION 01

GENERAL SERVICES DIVISION EXPENDITURES

<u>ACCT #</u>	<u>ACCOUNT DESCRIPTION</u>	<u>AUDITED ACTUALS 2013-2014</u>	<u>REVISED BUDGET 2014-2015</u>	<u>ADOPTED BUDGET 2015-2016</u>	<u>% CHANGE OVER FY 14-15</u>
<i>CAPITAL EXPENDITURES</i>					
541.62-20	BUILDINGS	-	-	250,000	100.00%
541.63-30	PAVING	-	12,560	-	-100.00%
541.64-10	EQUIP - REPLACEMENT	8,850	1,273	-	-100.00%
541.64-11	EQUIP-VEHICLE REPLACEMENT	-	1,570	-	-100.00%
541.64-13	EQUIP - COMP REPLACEMENT	-	950	-	-100.00%
541.64-14	EQUIP - NEW COMPUTERS	-	1,500	-	-100.00%
541.64-15	EQUIP - NEW	6,915	5,194	-	-100.00%
541.64-25	FUTURE PROJECTS	3,285	-	-	0.00%
	* CAPITAL EXPENDITURES	<u>19,050</u>	<u>23,047</u>	<u>250,000</u>	<u>984.74%</u>
TOTAL GENERAL SERVICES		<u><u>1,114,362</u></u>	<u><u>1,249,296</u></u>	<u><u>1,164,911</u></u>	<u><u>-6.75%</u></u>

FUND 001
 DEPT 41
 DIVISION 01

GENERAL SERVICES DIVISION EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2015-2016
541.12-10 REGULAR SALARIES	SALARIES FOR REGULAR EMPLOYEES	298,512	298,512
541.13-10 OTHER SALARIES & WAGES	WAGES FOR TEMPORARY EMPLOYEES	10,000	10,000
541.14-10 OVERTIME	WAGES FOR HOURS WORKED IN EXCESS OF REGULAR TIME	7,500	7,500
541.15-60 ELECTR TABLET ALLOWANCE	NO AMOUNT BUDGETED	-	-
541.21-10 FICA / MED TAXES	SOCIAL SECURITY AND MEDICARE TAX BENEFIT	21,407	21,407
541.22-20 FL STATE RETIREMENT	FRS RETIREMENT CONTRIBUTIONS FOR REGULAR EMPLOYEES	30,815	30,815
541.23-10 HEALTH INSURANCE	HEALTH INSURANCE PREMIUMS FOR EMPLOYEES	34,527	34,527
541.23-15 DENTAL INSURANCE	DENTAL INSURANCE PREMIUMS FOR EMPLOYEES	2,047	2,047
541.23-20 LIFE INSURANCE	LIFE INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	1,677	1,677
541.23-21 SHORT-TERM DISABILITY	SHORT-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	1,243	1,243
541.23-30 DEPENDENT HEALTH INSURANC	SUBSIDIZED HEALTH INSURANCE PREMIUMS FOR EMPLOYEES' DEPENDENTS	32,739	32,739
541.23-35 DEPENDENT DENTAL INSURANC	SUBSIDIZED DENTAL INSURANCE PREMIUMS FOR EMPLOYEES' DEPENDENTS	2,521	2,521
541.23-40 LONG TERM DISABILITY	LONG-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	766	766
541.24-10 WORKERS' COMPENSATION	WORKERS' COMPENSATION INSURANCE	17,385	17,385
541.31-15 ENGINEERING	STRUCTURAL DESIGN FOR PUBLIC WORKS PROJECTS	5,000	5,000
541.31-60 PERMIT & COMPLIANCE FEES	ELEVATOR LICENSE RENEWAL CERTIFICATE OF OPERATION - CITY HALL PAVILION ELEVATORS (QTY-2) LICENSE RENEWAL CERTIFICATE OF OPERATION	80 160	240
541.34-10 CONTRACTUAL SERVICES	QUARTERLY A/C MAINT. PROGRAM: INCL.LABOR, MATERIALS, TOOLS & TRANSPORTATION QUARTERLY MECH.INSPECTIONS, ANNUAL SERVICE WITH COIL CLEANING, FILTER CHANGES, AND 1 BELT PER YEAR (10-BUILDINGS W/31-SYSTEMS) CITY HALL CHILLER - A/C COMPRESSOR REPLACEMENT CITY WIDE JANITORIAL SERVICES CITY HALL, UTIL.ADMIN, WASTEWATER ADMIN OFFICE / LAB PAVILION, PW, LIBRARY, REC.OFFICE, CIVIC CTR RSTRM PAVILION WINDOW CLEANING - BI-MONTHLY ANNUAL FIRE EXTINGUISHERS / HOOD INSPECTIONS CARPET / TILE / CHAIR CLEANING FOR CITY FACILITIES QUARTERLY ELEVATOR MAINT. & SERVICE-CITY HALL / PAV ELEVATOR EMERGENCY REPAIRS - CITY HALL / PAVILION GENERATOR LOAD BANK TEST-CITY HALL / FIRE STATIONS CITY HALL / FIRE STATIONS / PAVILION EMERGENCY GENERATOR REPAIR FIRE SPRINKLER INSPECTIONS-CITY HALL & PAVILION FIRE SPRINKLER REPAIR-TO MEET STATE REQUIREMENT PW OFFICE SECURITY SYSTEM ANNUAL MONITORING FOUNTAIN MAINTENANCE QUARTERLY SR19 / HW 441 INCLUDES HOLIDAY LENS COLOR CHANGE, REPLACEMENT OF GASKETS, BULBS FIRE ALARM MONITORING - ANNUAL CITY HALL / FIRE STATIONS #28 & #29 / LIBRARY / PAVILION BAY DOOR PREVENTIVE MAINTENANCE CONTRACT FOR FIRE STATION #28 & #29 - QUARTERLY SERVICE COMMERCIAL HOOD CLEANING - CIVIC CTR / PAVLION FACILITY MANAGEMENT SOFTWARE	23,200 10,000 94,888 30,000 6,000 15,000 5,845 3,000 3,415 3,500 2,660 4,240 1,000 6,024 4,680 3,500 2,230 1,980	221,162
541.40-10 TRAVEL & PER DIEM	ATTEND SEMINARS, WORKSHOPS, CONFERENCES, TRADE		8,735

FUND 001
 DEPT 41
 DIVISION 01

GENERAL SERVICES DIVISION EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2015-2016
	SHOWS & TRAINING CLASSES AS NEEDED AND REQUIRED FOR ALL GENERAL SERVICES EMPLOYEES INCLUDING PUBLIC WORKS DIRECTOR AND ADMINISTRATIVE ASSISTANT	2,500	
	MASTER ELECTRICIAN LICENSE RECERTIFICATION	895	
	IMOT TRAINING FOR 1 GENERAL SERVICES EMPLOYEE (IMOT-INTERMEDIATE MAINTENANCE OF TRAFFIC)	593	
	SIGNS & MARKINGS LEVEL 1 CLASS FOR 1 EMPLOYEE	395	
	APWA STATE ANNUAL CONFERENCE - DIRECTOR TO ATTEND	1,250	
	NATIONAL APWA ANNUAL CONFERENCE - DIRECTOR TO ATTEND	2,102	
	ON-LINE MANAGEMENT AND LEADERSHIP TRAINING	1,000	
541.41-10 TELEPHONE	NEXTEL	2,432	3,287
	DOMS FAX	855	
541.41-20 OTHER COMMUNICATION	REMOTE INTERNET SERVICE (HOTSPOT)	480	480
541.41-30 POSTAGE	MAIL LETTERS, CORRESPONDENCE TO RESIDENTS, REGULATORIES, VENDORS AS NEEDED	350	350
541.43-10 ELECTRIC, WATER, GAS	WATER	5,223	6,137
	GAS	914	
541.43-20 LANDFILL COSTS	DISPOSAL FEES OF HAZARDOUS MATERIALS, CHEMICALS, PAINT	500	500
541.44-10 RENTALS & LEASES	RENTAL OF SPECIALIZED EQUIPMENT TO INCLUDE LIFT TRUCKS FOR HIGH LIGHTS AT BALL FIELD, ROAD EQUIPMENT, ROLLER, SCISSORS LIFT AND CORE DRILLER AS NEEDED TO PERFORM CITY JOBS / PROJECTS	4,750	7,500
	PAVILION - RENTAL OF SPECIALIZED EQUIPMENT / TOOLS AS NEEDED FOR FACILITY MAINTENANCE	2,750	
541.45-10 LIABILITY	LIABILITY INSURANCE	19,634	19,634
541.46-10 BUILDING	GENERAL MAINTENANCE AND REPAIR OF ALL CITY FACILITIES / BUILDINGS - INCLUDES PAINTING, PLUMBING, ELECTRICAL, LIGHTING, HVAC, LOCKS, HARDWARE DOORS AND FIXTURES	25,000	79,647
	NEW MINI SPLIT A/C SYS. PAVILION MECH.RM / GAZEBO	9,172	
	CITY HALL A/C CHILLER CIRCULATION PUMP MOTOR REPAIR	500	
	CITY HALL - COUNCIL CHAMBER LIGHTING	2,500	
	SCOREBOARD LIGHTING ADDED AT SHUFFLEBOARD COURT (GS WILL INSTALL)	630	
	PAINT COUNCIL CHAMBERS INCLUDING TRIM AND DOORS	2,000	
	LOGO SIGN FOR BACK WALL OF DIAS IN COUNCIL	1,000	
	INSTALL SHUTTERS TO REPLACE CURTAINS	5,985	
	ENHANCE ENTRY WAY TO RECREATION OFFICE - TILE FRONT PORCH AREA	860	
	CITY HALL SECURITY IMPROVEMENTS	28,000	
	CITY HALL LOBBY - REMOVE WALLPAPER AND PAINT	4,000	
541.46-15 EQUIPMENT	REPAIR & MAINTAIN EQUIPMENT - INCLUDES BUCKET TRUCK, LOADER AND CHIPPER AS NEEDED	15,000	20,200
	TIRES FOR LOADER - FSA BID @ \$1,300 / EACH	5,200	
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, DOCKS REPAIRS, FLAGPOLES & UNFORESEEN EXPENSES AS NEEDED	5,425	5,425
541.46-37 MARINE VESSELS	REPAIR POLICE AND FIRE RESCUE BOATS, GENERAL SERVICES PONTOON BOAT AND TRAILER REPAIR AS NEEDED	4,500	4,500
541.46-40 TRAFFIC LIGHT MAINT.	NO AMOUNT BUDGETED	-	-

FUND 001
 DEPT 41
 DIVISION 01

GENERAL SERVICES DIVISION EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2015-2016
541.46-45 EXTERMINATING	QUARTERLY PEST MANAGEMENT SERVICE FOR CITY BUILDINGS AND FACILITIES (INCLUDING MONTHLY PEST MANAGEMENT ON CONCESSION BUILDINGS)	3,128	5,848
	PAVILION - PEST MANAGEMENT SERVICE	220	
	EMERGENCY PEST MANAGEMENT AND TERMITE INFESTATION	2,500	
541.47-10 PRINTING & BINDING	PRINTS OF MAPS, PLANS, BUSINESS CARDS, AND OTHER PRINTED FORMS OF COMMUNICATION AS NEEDED	800	800
541.48-22 LIGHT UP MAIN ST-SUPPLIES	CHRISTMAS CELEBRATION MATERIALS - INCLUDES RENTAL OF 72 POLE DECORATIONS AND MINI LIGHTS	11,880	12,630
	SECO DONATION FOR CHRISTMAS LIGHT-UP EVENT AT WOOTON PARK	750	
541.49-10 ADVERTISING	ADVERTISING CHARGES FOR NEW HIRE POSITIONS	500	500
541.51-10 OFFICE SUPPLIES	SUPPLIES INCLUDING INK PENS, PAPER CLIPS, STAPLES, WHITE-OUT, BINDERS, INDEXES AND LABELS AS NEEDED	1,250	1,250
541.52-10 OPERATING SUPPLIES	PURCHASE HARDWARE, SMALL TOOLS, SAFETY EQUIPMENT		27,439
	PAINTING MATERIALS, A/C SUPPLIES, LUMBER, ELECTRICAL SUPPLIES, PLUMBING SUPPLIES, FLOOR MATS AND SUPPORT MATERIALS AS NEEDED	23,500	
	CINTAS SHOP TOWEL RENTAL CHARGES	156	
	BATTERY JUMP BOX	453	
	CORDLESS POWER TOOLS/POWER PACKS	800	
	REUSABLE PALLETS TO LOAD / TRANSPORT / STORE		
	HEAVY EQUIP/MATERIALS IN SAFE & EFFICIENT MANNER	1,280	
	PHONE - PUBLIC WORKS CONFERENCE ROOM		
	EQUIPMENT AND NECESSARY UPGRADES	1,250	
541.52-11 DURABLE GOODS	OMEGA 5.0 SOFTWARE UPGRADE FOR COMPOSER		1,395
	SIGN/BANNER PRINTING SOFTWARE PROGRAM	745	
	PAVILION BOSUN'S CHAIR FOR EXTERIOR LIFT SYSTEM	650	
541.52-15 FUEL COSTS	FUEL COSTS	14,003	14,003
541.52-25 UNIFORMS	UNIFORM RENTAL SERVICE FOR ALL GENERAL SERVICES EMPLOYEES	1,031	3,660
	SWEATSHIRT-1 EACH FOR ALL GEN SVCS STAFF (\$35/EA)	315	
	REFLECTIVE HIGH VISIBILITY SHIRTS-SAFETY (\$18/EA)	324	
	SHIRTS - GENERAL SERVICES MANAGER (\$40/EA)	200	
	SHIRTS(W/COLLAR) - GEN. SERVICES STAFF (\$40/EA)		
	APPROPRIATE DRESS FOR ATTENDING CONFERENCES / TRAINING / EDUCATION CLASSES	240	
	SHIRTS - PUBLIC WORKS DIRECTOR	200	
	SHIRTS - PUBLIC WORKS ADMIN. ASSISTANT	200	
	CAPS - GENERAL SERVICES STAFF(\$10/EA)	250	
	WORK BOOTS - ALL GEN.SERVICES STAFF (\$150/EA)	900	
541.52-59 GEN SVCS SIGN MATERIALS	SIGN MAKING MATERIALS - BLANKS, VINYL		1,950
	SPECIAL EVENTS, INFORMATIONAL, DIRECTIONAL	1,950	
541.53-20 ROAD MATERIALS & SUPPLIES	NO AMOUNT BUDGETED	-	-
541.54-10 BKS, PUB, SUB, MEM, LIB	MEMBERSHIPS TO INCLUDE:	1,500	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)		
541.62-20 BUILDINGS	CITY HALL A/C CHILLER SYSTEM REPLACEMENT	250,000	250,000
541.63-30 PAVING	NO AMOUNT BUDGETED	-	-

FUND 001
DEPT 41
DIVISION 01

GENERAL SERVICES DIVISION EXPENDITURE JUSTIFICATION

<u>ACCOUNT DESCRIPTION</u>	<u>COMMENTS</u>	<u>DETAIL</u>	<u>ADOPTED BUDGET 2015-2016</u>
541.64-10 EQUIP - REPLACEMENT	NO AMOUNT BUDGETED	-	-
541.64-11 EQUIP-VEHICLE REPLACEMENT	NO AMOUNT BUDGETED	-	-
541.64-13 EQUIP - COMP REPLACEMENT	NO AMOUNT BUDGETED	-	-
541.64-14 EQUIP - NEW COMPUTERS	NO AMOUNT BUDGETED	-	-
541.64-15 EQUIP - NEW	NO AMOUNT BUDGETED	-	-
541.64-25 FUTURE PROJECTS	NO AMOUNT BUDGETED	-	-

FUND 001
 DEPT 41
 DIVISION 02

STREET MAINTENANCE DIVISION EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2013-2014	REVISED BUDGET 2014-2015	ADOPTED BUDGET 2015-2016	% CHANGE OVER FY 14-15
<i>SALARIES AND BENEFITS</i>					
541.12-10	REGULAR SALARIES	-	28,356	42,197	48.81%
541.14-10	OVERTIME	-	1,000	2,000	100.00%
541.21-10	FICA / MED TAXES	-	2,246	2,879	28.18%
541.22-20	FL STATE RETIREMENT	-	2,206	3,416	54.85%
541.23-10	HEALTH	-	4,848	5,754	18.69%
541.23-15	DENTAL INSURANCE	-	204	341	67.16%
541.23-20	LIFE INSURANCE	-	108	225	108.33%
541.23-21	SHORT-TERM DISABILITY	-	105	168	60.00%
541.23-30	DEPENDENT HEALTH	-	7,806	15,523	98.86%
541.23-35	DEPENDENT DENTAL	-	411	698	69.83%
541.23-40	LONG TERM DISABILITY	-	69	103	49.28%
541.24-10	WORKERS' COMPENSATION	-	2,698	3,195	18.42%
* SALARIES AND BENEFITS		-	50,057	76,499	52.82%
<i>OPERATING EXPENDITURES</i>					
541.31-15	ENGINEERING	-	625	10,000	1500.00%
541.34-10	CONTRACTUAL SERVICES	-	43,780	59,219	35.26%
541.40-10	TRAVEL & PER DIEM	-	4,335	3,060	-29.41%
541.41-10	TELEPHONE	-	1,902	479	-74.82%
541.41-20	OTHER COMMUNICATION	-	-	500	100.00%
541.41-30	POSTAGE	-	300	300	0.00%
541.43-10	ELECTRIC, WATER, GAS	-	-	325,502	100.00%
541.44-10	RENTALS & LEASES	-	4,500	4,800	6.67%
541.45-10	LIABILITY	-	-	6,116	100.00%
541.46-15	REPAIR & MAINT. - EQUIPMENT	-	2,500	12,000	380.00%
541.46-25	REPAIR & MAINT. - MISC.	-	-	5,000	100.00%
541.46-40	TRAFFIC LIGHT MAINT.	-	47,928	47,210	-1.50%
541.47-10	PRINTING & BINDING	-	300	300	0.00%
541.49-10	ADVESTISING	-	-	500	100.00%
541.51-10	OFFICE SUPPLIES	-	200	300	50.00%
541.52-10	OPERATING SUPPLIES	-	3,000	11,000	266.67%
541.52-11	DURABLE GOODS	-	-	1,560	100.00%
541.52-15	FUEL COSTS	-	4,622	10,000	116.36%
541.52-25	UNIFORMS	-	2,150	2,150	0.00%
541.52-59	GEN SVCS SIGN MATERIALS	-	7,500	3,000	-60.00%
541.53-20	ROAD MATERIALS & SUPPLIES	-	49,331	30,900	-37.36%
541.54-10	BKS, PUB, SUB, MEM, LIB	-	1,000	1,500	50.00%
* OPERATING EXPENDITURES		-	173,973	535,396	207.75%
<i>CAPITAL EXPENDITURES</i>					
541.63-10	STREET SIGN REPLACEMENT	-	-	5,000	100.00%
541.63-20	SIDEWALK REPAIR/CONST.	-	35,000	25,000	-28.57%
541.63-30	PAVING	-	-	100,000	100.00%
541.64-14	EQUIP - NEW COMPUTERS	-	1,000	-	-100.00%
541.64-15	EQUIP - NEW	-	2,593	-	-100.00%
* CAPITAL EXPENDITURES		-	153,593	130,000	-15.36%
TOTAL STREET AND ROADS		-	377,623	741,895	96.46%

FUND 001
DEPT 41
DIVISION 02

STREET MAINTENANCE DIVISION EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2015-2016
541.12-10 REGULAR SALARIES	SALARIES FOR REGULAR EMPLOYEES	42,197	42,197
541.14-10 OVERTIME	WAGES FOR HOURS WORKED IN EXCESS OF REGUALR TIME	2,000	2,000
541.21-10 FICA / MED TAXES	SOCIAL SECURITY AND MEDICARE TAX BENEFIT	2,879	2,879
541.22-20 FL STATE RETIREMENT	FRS RETIREMENT CONTRIBUTIONS FOR REGULAR EMPLOYEES	3,416	3,416
541.23-10 HEALTH INSURANCE	HEALTH INSURANCE PREMIUMS FOR EMPLOYEES	5,754	5,754
541.23-15 DENTAL INSURANCE	DENTAL INSURANCE PREMIUMS FOR EMPLOYEES	341	341
541.23-20 LIFE INSURANCE	LIFE INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	225	225
541.23-21 SHORT-TERM DISABILITY	SHORT-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	168	168
541.23-30 DEPENDENT HEALTH INSURANCE	SUBSIDIZED HEALTH INSURANCE PREMIUMS FOR EMPLOYEES' DEPENDENTS	15,523	15,523
541.23-35 DEPENDENT DENTAL INSURANCE	SUBSIDIZED DENTAL INSURANCE PREMIUMS FOR EMPLOYEES' DEPENDENTS	698	698
541.23-40 LONG TERM DISABILITY	LONG-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	103	103
541.24-10 WORKERS' COMPENSATION	WORKERS' COMPENSATION INSURANCE	3,195	3,195
541.31-15 ENGINEERING	ENGINEERING SERVICES FOR IMPLEMENTATION OF PAVEMENT MGMT 5-YEAR PLAN AND PUBLIC WORKS PROJECTS AS NEEDED TO INCLUDE SIDEWALKS, ROADS AND ALLEYS	10,000	10,000
541.34-10 CONTRACTUAL SERVICES	30 STREET LIGHTS ON HWY 441 REPAIRED BY THE CITY OF LEESBURG	3,969	59,219
	MPO-ROADWAY PAVEMENT MANAGEMENT & SIDEWALK CONDITION ASSESSMENT / ADA COMPLIANCE PRIORITY RANKING SYSTEM. ONGOIN-DATA SOFTWARE PKG, TRAINING, ASSIST WITH REPAIR-REPLACEMENT STRATEGY NECESSARY AS FUTURE BUDGETING TOOL	5,250	
	STREET SIGN MAINTENANCE -INTERLOCAL AGREEMENT WITH LAKE COUNTY FOR INSPECTION & MAINTENANCE (906 SIGN ASSEMBLIES)	10,000	
	ROADWAY STRIPING / MARKING - CONTRACTED FOR LARGER TRAFFIC MARKING PROJECTS	25,000	
	SIDEWALK/RAMP ADA COMPLIANCE REPAIR CONTRACTED FOR LARGER REPAIR PROJECTS	15,000	
541.40-10 TRAVEL & PER DIEM	IMOT TRAINING FOR 2 ROADS EMPLOYEES (IMOT - INTERMEDIATE MAINTENANCE OF TRAFFIC)	800	3,060
	SIGNS & MARKINGS LEVEL 1 CLASS	500	
	SIGNS & MARKINGS LEVEL 2	960	
	SIGNS & MARKINGS LEVEL 2 CERTIFICATION RENEWAL	800	
541.41-10 TELEPHONE	NEXTEL	479	479
541.41-20 OTHER COMMUNICATION	REMOTE INTERNET SERVICE (HOTSPOT)	500	500
541.41-30 POSTAGE	MAIL LETTERS, CORRESPONDENCE TO RESIDENTS, REGULATORIES, VENDORS AS NEEDED	300	300
541.43-10 ELECTRIC, WATER, GAS	TRAFFIC LIGHTS	40,000	325,502
	STREET LIGHTS	285,502	
541.44-10 RENTALS & LEASES	RENTAL OF SPECIALIZED EQUIPMENT AS NEEDED ROAD EQUIPMENT, ROLLER, SCISSOR LIFT & CORE DRILLER	4,800	4,800

FUND 001
 DEPT 41
 DIVISION 02

STREET MAINTENANCE DIVISION EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2015-2016
541.45-10 LIABILITY	LIABILITY INSURANCE	6,116	6,116
541.46-15 EQUIPMENT	BACKHOE FRONT END LOADER MAINTENANCE, TIRES AND REPAIRS AS NEEDED REPAIR AND MAINTAIN EQUIPMENT	8,000 4,000	12,000
541.46-25 MISCELLANEOUS	CONTINGENCY FOR UNFORESEEN EXPENSES	5,000	5,000
541.46-40 TRAFFIC LIGHT MAINT.	ANNUAL TRAFFIC SIGNAL AND SCHOOL FLASHERS MAINTENANCE AGREEMENT WITH LAKE COUNTY TRAFFIC SIGNALS-16 INTERSECTIONS @ \$2,544.12 / EA SCHOOL FLASHERS - 4 @ \$607.28/EA TRAFFIC LOOP REPAIRS TRAFFIC SIGNAL BULB REPLACEMENT W/LED (\$40-\$60/EA)	40,706 2,430 2,394 1,680	47,210
541.47-10 PRINTING & BINDING	PRINTS OF MAPS, PLANS, BUSINESS CARDS, AND OTHER PRINTED FORMS OF COMMUNICATION AS NEEDED	300	300
541.49-10 ADVERTISING	ADVERTISING CHARGES FOR NEW HIRE POSITIONS	500	500
541.51-10 OFFICE SUPPLIES	SUPPLIES INCLUDING INK PENS, PAPER CLIPS, STAPLES, WHITE-OUT, BINDERS, INDEXES AND LABELS AS NEEDED	300	300
541.52-10 OPERATING SUPPLIES	PURCHASE HARDWARE, SMALL TOOLS, SAFETY TRAFFIC WAND, SAFETY EQUIPMENT AND SUPPORT MATERIALS AS NEEDED UNIFORM SERVICE CHARGES, SHOP TOWELS FIRST AID KITS FOR ALL ROADS VEHICLES & OFFICE SPILL KITS - MITIGATION OF HAZARDOUS SPILLS INCLUDING FUELS, CHEMICALS, DEBRIS SAFETY MARKING TAPE 36" TRAFFIC CONES, REFLECTIVE CONE COLLARS 25 @ \$30/EA, TO MAINTAIN NEEDED LEVEL OF WORKPLACE SAFETY FUEL CABINET - ADEQUATE/SAFE STORAGE HIGH INTENSITY BARRICADE FLASHERS (QTY 25) REQUIRED FOR SAFE MOT (MAINTENANCE OF TRAFFIC) 24" TYPE II DOT BARRICADES (QTY 10) DOT(DEPTOFTRANS)BARRICADE-MOT(MAINT. OF TRAFFIC) 36" TYPE II DOT BARRICADES (QTY 10) DOT(DEPTOFTRANS)BARRICADE-MOT(MAINT. OF TRAFFIC) 6' TYPE III DOT BARRICADES-RIGHT SLANT (QTY 5) DOT(DEPTOFTRANS)BARRICADE-MOT (MAINT. OF TRAFFIC) 6' TYPE III DOT BARRICADES-LEFT SLANT (QTY 5) DOT(DEPTOFTRANS)BARRICADE-MOT (MAINT. OF TRAFFIC) CORDLESS POWER TOOLS/POWER PACKS CIRCULAR SAWS & SAWZALL W/POWER PACKS OSHA CERTIFIED SAFETY HARNESSSES AND LANYARDS SAFETY EQUIP. NEEDED FOR SAFE WORK PERF.	3,000 150 300 1,000 100 750 1,600 500 500 600 600 600 800 500	11,000
541.52-11 DURABLE GOODS	DOCUMENT SCANNER - NEAT DESKTOP MODEL #3264 PRINTER/FAX LASERJET PRO MODEL #P1606DN STIHL POLESAW HT101 ECHO BLOWER BP-255LN	450 250 600 260	1,560
541.52-15 FUEL COSTS	FUEL COSTS	10,000	10,000
541.52-25 UNIFORMS	UNIFORM RENTAL SERVICE FOR ALL STREETS EMPLOYEES WORK BOOTS FOR EACH EMPLOYEE (\$150 / EACH) SHIRTS-MANAGER (\$40 / EACH) SHIRT-ONE FOR EACH EMPLOYEE W/CITY & NAME (\$40 / EACH) SWEATSHIRTS-ONE FOR EACH EMPLOYEE (\$35 / EACH) REFLECTIVE HI-VISIBILITY T-SHIRTS FOR EMPLOYEES JACKET - EACH EMPLOYEE	1,675 150 100 40 35 75 75	2,150

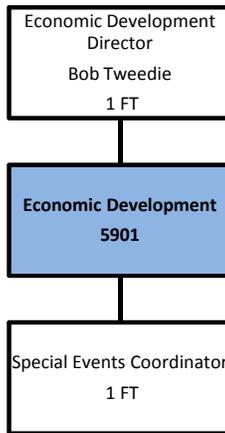
FUND 001
 DEPT 41
 DIVISION 02

STREET MAINTENANCE DIVISION EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2015-2016
541.52-59 GEN SVCS SIGN MATERIALS	STREET SIGN MATERIALS (MISC.SIGNS, SIGN BLANKS, VINYL, EMERGENCY REGULATORY SIGNS) TO KEEP IN COMPLIANCE WITH REGULATORY REQUIREMENT	3,000	3,000
541.53-20 ROAD MATERIALS & SUPPLIES	MATERIALS FOR ROAD REPAIRS INCLUDING CONCRETE AND PATCH AS NEEDED	10,350	30,900
	MILLING MATERIAL NEEDED FOR ROAD REPAIRS	2,000	
	ROAD STENCILS NEEDED FOR MARKINGS	300	
	THERMOPLASTIC AND STRIPING MATERIAL / SUPPLIES FOR MAINTENANCE OF LINES AND MARKINGS	3,250	
	EROSION CONTROL FOR RIGHTS-OF-WAY	2,500	
	EMERGENCY PAVEMENT REPAIR DUE TO UNFORESEEN CIRCUMSTANCES (IE: BURNT ASPHALT DUE TO CAR FIRE)	12,500	
541.54-10 BKS, PUB, SUB, MEM, LIB	BOOKS, PUBLICATIONS, SUBSCRIPTIONS, MEMBERSHIPS IMSA (INT'L. MUNICIPAL SIGN ASSOCIATION) SSC (SUNSHINE SAFETY COUNCIL)	500	1,500
	CODE BOOKS/REFERENCE MANUALS AS NEEDED (AASHTO) AMERICAN ASSOC. OF STATE HWY & TRANSP. ORG.	1,000	
541.63-10 STREET SIGN REPLACEMENT	STREET SIGN INTERLOCAL AGREEMENT W/LAKE COUNTY FOR SIGN REPAIR/REPLACEMENT AND TO COMPLY WITH STATE MANDATED MUTCD RETRO-REFLECTIVITY GUIDELINES	5,000	5,000
541.63-20 SIDEWALK REPAIR/CONST.	SIDEWALK GRINDING PROGRAM CONTINUATION OF CONTRACT TO CORRECT AREAS WITH TRIP HAZARDS & NOT MEETING CURRENT ADA REQUIREMENT	25,000	25,000
541.63-30 PAVING	ROAD PAVEMENT - PAVEMENT MANAGEMENT PLAN REPAIR ROADS IN A PRIORITIZED MANNER AS DETERMINED BY THE PROJECTED 5 YEAR PLAN	100,000	100,000
541.64-14 EQUIP - NEW COMPUTERS	NO AMOUNT BUDGETED	-	-
541.64-15 EQUIP - NEW	NO AMOUNT BUDGETED	-	-
541.64-25 FUTURE PROJECTS	NO AMOUNT BUDGETED	-	-

Economic Development

Department 59



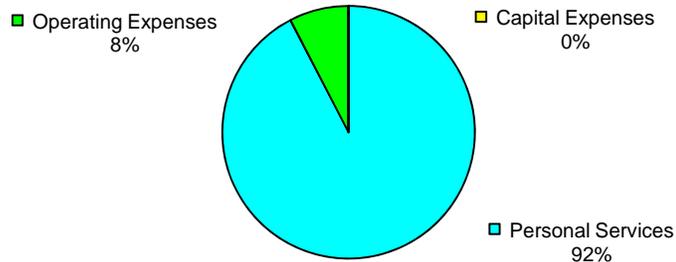
Position Summary

Authorized Positions	Pos. #	2013-2014	2014-2015	2015-2016
Full Time:				
Economic Development Director	12001	1	1	1
Special Events Coordinator		0	0	1
Economic Development Manager	59001	1	1	0
No. of Full Time		2	2	2
Total No. of Positions:		2	2	2
Total FTEs:		2	2	2

Budget Summary

	Audited Actuals 2013-2014	Revised Budget 2014-2015	Adopted Budget 2015-2016	% Change Over FY 14-15
<i>Department Summary</i>				
Economic Development-5901				
Personal Services	196,989	204,378	215,199	5.29%
Operating Expenses	106,366	16,871	17,711	4.98%
Capital Expenses	-	20,589	-	-100.00%
Debt				
Grand Total Eco. Dev.	\$ 303,355	\$ 241,838	\$ 232,910	-3.69%
<i>Percentage of Fund Budget</i>	2.17%	1.73%	1.49%	

2016 APPROPRIATIONS



2016 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 the 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 SR19 corridor. The Economic Development Department strives to cultivate an environment that facilitates the success of existing businesses and the attraction of new business to enhance the overall economic health of the 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/recruitment, implementing programs that foster growth & prosperity, create and coordinate major events to stimulate the local economy, and pursue State and Federal grants 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 2013	Actual 2014	Est. 2015	Projected 2016
1.	Value of New Commercial Construction	\$10,000,000	\$13,000,000	\$13,000,000	\$13,000,000
2.	Number of New Business Licenses	150	120	130	130
3.	Number of Grant Applications Filed	3	2	2	3
4.	Number of Special Events Facilitated	25	32	26	20

2016 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.

2016 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 Wootton Park Expansion property. (Goal 3)

2016 OPERATING BUDGET

ECONOMIC DEVELOPMENT/GRANTS - 5901 (continued)

PROGRAM HIGHLIGHTS

2016 OBJECTIVES (continued)

6. Facilitated 20 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. Develop Economic Development Tool Kit & Marketing Materials (Goal 2, Goal 5)
10. Incorporate the Seaplane Base into the CFASPP/FASP for long range FAA funding goals. (Goals 2)
11. Create an updated Economic Development Plan. (Goal 1, Goal 5)
12. Facilitate the development of the Tavares Square Project. (Goal 3,4)
13. Create a CRA/TIF action plan consistent with the Downtown Master Plan. (Goal 1, 2, 3)
14. Complete the Seaplane Base Master Plan. (Goal 2,5)
15. Create one new signature event.

2015 ACCOMPLISHMENTS

1. Produced Economic Impact Reports.
2. Coordinated 20+ special events in Wooton Park.
3. Captured FDOT funding (\$75k) for aviation development - seaplane base master planning project.
4. Captured over \$10k in TDC Funding.

FUND 001
 DEPT 59
 DIVISION 01

ECONOMIC DEVELOPMENT EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2013-2014	REVISED BUDGET 2014-2015	ADOPTED BUDGET 2015-2016	% CHANGE OVER FY 14-15
<i>SALARIES AND BENEFITS</i>					
559.12-10	REGULAR SALARIES	142,698	146,521	147,728	0.82%
559.15-50	HOUSING ALLOWANCE	-	-	3,600	100.00%
559.15-60	ELECTR TABLET ALLOWANCE	500	-	-	0.00%
559.21-10	FICA / MED TAXES	10,305	10,531	11,226	6.60%
559.22-20	FL STATE RETIREMENT	22,158	25,481	27,236	6.89%
559.23-10	HEALTH INSURANCE	10,223	11,474	5,754	-49.85%
559.23-15	DENTAL INSURANCE	557	605	682	12.73%
559.23-20	LIFE INSURANCE	810	597	836	40.03%
559.23-21	SHORT-TERM DISABILITY INS	507	510	563	10.39%
559.23-30	DEPENDENT HEALTH INSURANCE	8,337	7,727	15,523	100.89%
559.23-35	DEPENDENT DENTAL INSURANCE	225	244	1,396	472.13%
559.23-40	LONG TERM DISABILITY	369	380	383	0.79%
559.24-10	WORKERS' COMPENSATION	300	308	272	-11.69%
*	SALARIES AND BENEFITS	196,989	204,378	215,199	5.29%
<i>OPERATING EXPENDITURES</i>					
559.40-10	TRAVEL & PER DIEM	1,431	3,510	8,060	129.63%
559.41-10	TELEPHONE	1,433	1,604	958	-40.27%
559.41-20	OTHER COMMUNICATION	-	100	100	0.00%
559.41-30	POSTAGE	36	100	100	0.00%
559.45-10	LIABILITY	4,458	4,947	5,093	2.95%
559.46-10	BUILDING	-	2,700	-	-100.00%
559.46-25	MISCELLANEOUS	-	560	-	-100.00%
559.47-10	PRINTING & BINDING	697	340	700	105.88%
559.48-60	SPONSORED EVENTS	112	250	250	0.00%
559.49-10	ADVERTISING	117	500	500	0.00%
559.51-10	OFFICE SUPPLIES	374	441	500	13.38%
559.52-10	OPERATING SUPPLIES	263	800	400	-50.00%
559.52-11	DURABLE GOODS	-	19	-	-100.00%
559.54-10	BKS, PUB, SUB, MEM, LIB	1,539	1,000	1,050	5.00%
559.59-65	GRANT MATCH	95,906	-	-	0.00%
*	OPERATING EXPENDITURES	106,366	16,871	17,711	4.98%
<i>CAPITAL EXPENDITURES</i>					
559.64-13	EQUIP - COMP REPLACEMENT	-	933	-	-100.00%
559.64-25	FUTURE PROJECTS	-	19,656	-	-100.00%
*	CAPITAL EXPENDITURES	-	20,589	-	-100.00%
TOTAL ECONOMIC DEVELOPMENT		303,355	241,838	232,910	-3.69%

FUND 001
DEPT 59
DIVISION 01

ECONOMIC DEVELOPMENT EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2015-2016
559.12-10 REGULAR SALARIES	SALARIES FOR REGULAR EMPLOYEES	147,728	147,728
559.15-50 HOUSING ALLOWANCE	HOUSING ALLOWANCE	3,600	3,600
559.15-60 ELECTR TABLET ALLOWANCE	NO AMOUNT BUDGETED	-	-
559.21-10 FICA / MED TAXES	SOCIAL SECURITY AND MEDICARE TAX BENEFIT	11,226	11,226
559.22-20 FL STATE RETIREMENT	FRS RETIREMENT CONTRIBUTIONS FOR REGULAR EMPLOYEES	27,236	27,236
559.23-10 HEALTH INSURANCE	HEALTH INSURANCE PREMIUMS FOR EMPLOYEES	5,754	5,754
559.23-15 DENTAL INSURANCE	DENTAL INSURANCE PREMIUMS FOR EMPLOYEES	682	682
559.23-20 LIFE INSURANCE	LIFE INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	836	836
559.23-21 SHORT-TERM DISABILITY	SHORT-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	563	563
559.23-30 DEPENDENT HEALTH INSURANCE	SUBSIDIZED HEALTH INSURANCE PREMIUMS FOR EMPLOYEES' DEPENDENTS	15,523	15,523
559.23-35 DEPENDENT DENTAL INSURANC	SUBSIDIZED DENTAL INSURANCE PREMIUMS FOR EMPLOYEES' DEPENDENTS	1,396	1,396
559.23-40 LONG TERM DISABILITY	LONG-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	383	383
559.24-10 WORKERS' COMPENSATION	WORKERS' COMPENSATION INSURANCE	272	272
559.40-10 TRAVEL & PER DIEM	CHAMBER LUNCHEONS CNTRL FL PARTNERSHIP REGIONAL GATHERING FAC CONFERENCE COMMUNITY SERVICE AWARDS ECONOMIC DEVELOPMENT SUMMIT AIRPORT LEADERSHIP DEVELOPMENT AAAE CM TRAINING AAAE ES CHAPTER	250 150 2,000 60 100 500 3,000 2,000	8,060
559.41-10 TELEPHONE	NEXTEL	958	958
559.41-20 OTHER COMMUNICATION	OTHER COMMUNICATION	100	100
559.41-30 POSTAGE	POSTAGE FOR GRANT PACKETS, ETC	100	100
559.45-10 LIABILITY	LIABILITY INSURANCE	5,093	5,093
559.46-10 BUILDING	NO AMOUNT BUDGETED	-	-
559.46-25 MISCELLANEOUS	NO AMOUNT BUDGETED	-	-
559.47-10 PRINTING & BINDING	ECONOMIC DEVELOPMENT TRIFOLD GRANT PACKET PRINTING SERVICES	600 100	700
559.48-60 SPONSORED EVENTS	SUMMIT SPONSORSHIP	250	250
559.49-10 ADVERTISING	PROMOTIONAL ITEMS FOR FY16; PENS, GIVEAWAYS	500	500
559.51-10 OFFICE SUPPLIES	GENERAL OFFICE SUPPLIES	500	500
559.52-10 OPERATING SUPPLIES	CITY SHIRTS PER POLICY	400	400
559.52-11 DURABLE GOODS	NO AMOUNT BUDGETED	-	-

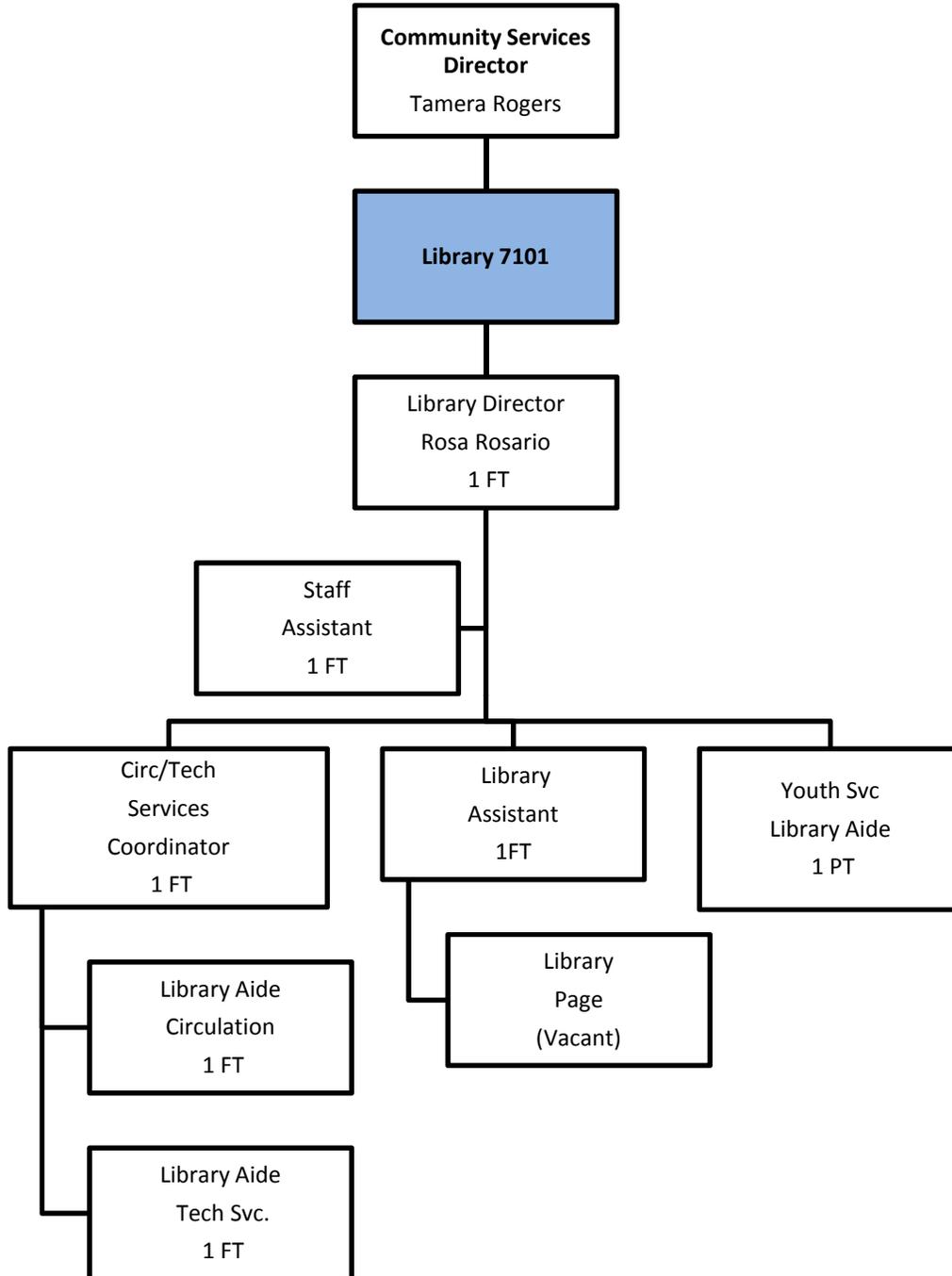
FUND 001
 DEPT 59
 DIVISION 01

ECONOMIC DEVELOPMENT EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2015-2016
559.54-10 BKS, PUB, SUB, MEM, LIB	SPA MEMBERSHIPS AAAE MEMBERSHIPS CITY FEDC MEMBERSHIP	100 600 350	1,050
559.59-65 GRANT MATCH	NO AMOUNT BUDGETED	-	-
559.64-13 EQUIP - COMP REPLACEMENT	NO AMOUNT BUDGETED	-	-
559.64-25 FUTURE PROJECTS	NO AMOUNT BUDGETED	-	-

Library

Division 71*



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

Position Summary

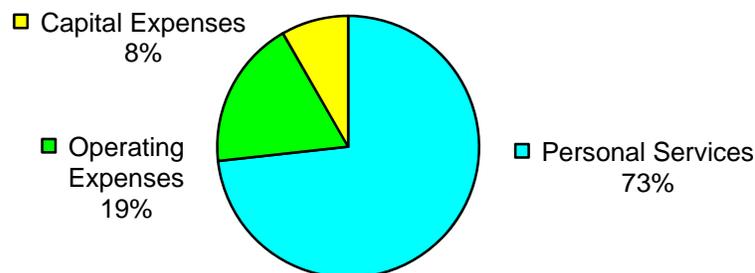
Authorized Positions	Pos. #	2013-2014	2014-2015	2015-2016
Full Time:				
Circ/Tech Svc Coordinator	22011	0	0	0
Library Aide-Circulation	22003	1	1	1
Library Aide-Tech Services	22006	1	1	1
Library Assistant	22008	0	0	0
Library Catalog Technician	71002	1	1	1
Library Director	22001	1	1	1
Library Reference Asst.	71001	1	1	1
Youth Services Specialist ¹	22004	1	0	0
Reference Librarian	22009	0	0	0
Staff Assistant	22007	1	1	1
No. of Full Time		7	6	6
Part Time:				
Lib. Aide-Youth Services	22010	0	0	0
Library Page	22005	0	0	0
Youth Services Specialist	22004	0	1	1
No. of Part Time:		0	1	1
Total No. of Positions:		7	7	7
Total FTEs:		7	6.5	6.5

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

Budget Summary

Division Summary	Audited Actuals 2013-2014	Revised Budget 2014-2015	Adopted Budget 2015-2016	% Change Over FY 14-15
Library-7101				
Personal Services	330,768	356,015	372,353	4.59%
Operating Expenses	77,049	86,895	93,668	7.79%
Capital Expenses	49,819	86,394	42,200	-51.15%
Grand Total Library	\$ 457,636	\$ 529,304	\$ 508,221	-3.98%
<i>Percentage of Fund Budget</i>	3.27%	3.78%	3.26%	

2016 APPROPRIATIONS



2016 OPERATING BUDGET

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, music CD's, a Spanish collection as well as an Adult Literacy collection. Computers are available to provide access to those less fortunate to do research, homework, and apply for jobs as well as the AWE education computer station for children. Those patrons wishing to learn a foreign language as pleased to know that the library also carries a selection of language CDs, Mango Languages featuring 37 last year and 65 foreign languages this year, 14 last year and 18 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 and conversational Spanish classes, Tutor and Learner opportunities, and adult literacy programs are available at the Library. The Library offers a cool, relaxing atmosphere in which to read or study in an 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 40,535 items to that of the other 14 participating libraries for a combined collection of 627,502 items. On-line reference databases are available for all library users with some database remotely accessible to Lake County Library System cardholders. Library card holders also have access to a large selection of books on CD, Digital Audio Device, MP3, video, DVD, music CDs, CD-ROMs, and electronic games as well as e-books, e-audio, and streaming video though the Overdrive Digital Library and Zinio free digital magazines through RBdigital (Recorded Books Digital).

SERVICE INDICATORS

	Indicator Description	Actual 2013	Actual 2014	Est. 2015	Projected 2016
1.	Circulation	108,880	103,124	106,752	101,180
2.	Reference Questions	58,914	53,446	56,798	51,527
3.	Internet Use	40,146	42,800	41,497	44,240
4.	Number of Cardholders	12,685	6,112	11,223	5,407
5.	Program Attendees	6,106	6,100	5,805	5,799
6.	Door Count	206,287	206,247	211,423	211,381
7.	New Cardholders	1,233	1,309	1,701	1,806

2016 GOALS

Organizational Development

The Library will continue to provide educational 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.

2016 OPERATING BUDGET

LIBRARY - 7101 (continued)

PROGRAM HIGHLIGHTS

2016 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.

2016 OBJECTIVES

1. By July 2016 the Tavares Public Library (TPL) will apply for Impact fee money to expand the library.
2. By January 2016 the library will significantly increase bandwidth.
3. Ensure that public and staff computers are up-to-date with the most current software.
4. Design a plan to encourage community groups to use library meeting facilities during the fiscal year.
5. Continue to expand relationships with all local public and private schools in our service area.
6. Use community group meetings as a vehicle for promoting library services, programs, and resources.
7. All staff will strive to make each library experience a positive one for each patron.
8. If budget approved increased the Youth position from 20 to 32 hours to provide outreach programs at daycare centers, YMCA, and local public and private schools.
9. The Library Director will support staff with annual training to assist in providing exemplary customer service.
10. Identify community needs and provide programs and services to meet such needs. Cooperate with other organizations, agencies, and institutions which can provide local programs or services.
11. Continue to provide staff development and training and effectively communicate with staff through regular meetings, use of technology (blogs, email, etc) and face-to-face interaction.
12. Increase by 10% our talented and diverse group of volunteers to assist in providing library services, and regularly recognize volunteers for their contributions.
13. Continuously improve collections to meet the immediate needs of the community and to provide a solid foundation for future development.
14. Continue to expand computer applications to meet the needs of the library and community.
15. Continue to provide computer classes and training on eReaders and new mobile devices.
16. Increase the number of programs for teens.
17. Continue working to create a welcoming environment for those with limited literacy.

2015 ACCOMPLISHMENTS

1. The Tavares Public Library had 15 volunteer working a total of 1100 hours.
2. Installed flat screen monitor to promote programs and services.
3. Increase the number of laptops for teens doing on-line homework.
4. Increase the outside tables for teen's meetings after class.
5. Lake County Library System migrated to KOHA a new automation system.
6. Four staff attended Florida Library Association Conference. The staff also participated on webinars, seminars, and professional meetings.
7. Applied for a grant with Books a Million and won over 125 new books to gift away.
8. Maintained library service hours to the public which included opening Monday to Saturday at 9:30 am and maintained evening hours 5 days per week with 2 nights of extended evening hours.
9. Circulation staff handled 103,124 transactions.
10. Cash Receipts (fines, copies, fax, and contributions) totaled \$23,362.55.
11. Provided 42,800 Internet uses to the public.
12. Tavares Public Library borrowed 23,246 resources from Lake County Library System.
13. Tavares Public Library loaned 15,613 resources to Lake County Libraries.
14. Presented 294 public programs, of which 78 were senior oriented, serving 6,100 children, teens, and adults.
15. Served 206,247 visitors and provided 1,309 new cards.
16. Answered 4 53,446 reference and informational questions.
17. Participated in the Annual Lake County Library System Book Fest and hosted the "Epic Opening" event at Pavilion on the Lake which featured the Book Fest authors, local science fiction/fantasy fan clubs and food prepared by the Tavares High School culinary class.
18. Tavares Public Library card holders downloaded 12,203 e-books, e-audio, digital magazines and streaming video.
19. The Friends of the Library paid for 2 outside tables providing the teens with a nice place to meet after school.
20. Friends of the Library paid for an automatic front door to help elders and handicapped people in their way in and out the library.
21. The Library has 40,535 resources: Print Books, CD Books, VHS, DVD's, Music CD, MP3, DAD. Games.
22. Provided 573 Mango Languages remote sessions and 213 mobile sessions to Tavares library card holders.
23. 1,938 library users received individualized computer help including resume building, job searching, homework help with classes, projects, reports, etc. and eGov assistance.
24. Published a bi-monthly library newsletter.
25. Participated in City events such as: Christmas, 4th of July, Senior Shake Down and sport events Pavilion on the Lake opening event.

2016 OPERATING BUDGET

LIBRARY - 7101 (continued)

PROGRAM HIGHLIGHTS

2015 ACCOMPLISHMENTS (Continued)

We also provided:

1. Zinio (magazines on line) and streaming videos new online services.
2. Conversational English classes.
3. Conversational Spanish classes.
4. Basic English, English as a Second Language classes, Pre-GED Classes, Citizenship classes and TOEFL (Test of English as a Foreign Language) classes.
5. Six performers & craft for the Super Heroes Summer Reading Program for Youth, Teens, and Adults.
6. eReader Clinic to assist library users with the Overdrive Digital Library service and new online services.
7. National Library Week special cultural programs such as Chef Warren Table for two-Incredible veggies, Maddie Lock presented her book Ethel in the back yard and Cherry King discussed her book Hurricane Hill Road.
8. Community events for the family: Lake Concert Band, African Storytelling, International Games Day, Dr. Seuss Birthday Party; and conferences such as Maintain Your Brain, How Money Works, Florida Wills & Trusts, Deeds & Powers of Attorney, Cooking for Two; and author events and book signings.
9. Youth and Teens monthly clubs and programs: Lego Club, Chess Club, seasonal crafts, Toddler Storytime, Wii and board games, Teen College Orientation.
10. Weekly classes for Homeschoolers (science, social studies & language arts, and Spanish).
11. Adult clubs and other services: Book Club, Root & Branches Genealogy Club, eReader Clinics, English & Spanish Classes, Computer basic training, bilingual Goodwill services and Quilter's Club.
12. Public access to computers & Wi-Fi.
13. Basic help with tech skills on digital resources, email, PowerPoint, Word Documents, etc.

FUND 001
DEPT 71
DIVISION 01

LIBRARY DIVISION EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2013-2014	REVISED BUDGET 2014-2015	ADOPTED BUDGET 2015-2016	% CHANGE OVER FY 14-15
<i>SALARIES AND BENEFITS</i>					
571.12-10	REGULAR SALARIES	252,602	271,139	269,607	-0.57%
571.21-10	FICA / MED TAXES	18,201	19,629	19,210	-2.13%
571.22-10	RETIREMENT	9,694	9,954	7,793	-21.71%
571.22-20	FL STATE RETIREMENT	6,392	7,907	10,800	36.59%
571.23-10	HEALTH INSURANCE	30,148	33,583	34,527	2.81%
571.23-15	DENTAL INSURANCE	1,670	1,816	2,047	12.72%
571.23-20	LIFE INSURANCE	1,410	1,053	1,440	36.75%
571.23-21	SHORT-TERM DISABILITY INS	979	1,016	1,082	6.50%
571.23-30	DEPENDENT HEALTH INSURANCE	7,858	7,941	24,131	203.88%
571.23-35	DEPENDENT DENTAL INSURANCE	638	733	570	-22.24%
571.23-40	LONG TERM DISABILITY	645	674	661	-1.93%
571.24-10	WORKERS' COMPENSATION	531	570	485	-14.91%
* SALARIES AND BENEFITS		<u>330,768</u>	<u>356,015</u>	<u>372,353</u>	4.59%
<i>OPERATING EXPENDITURES</i>					
571.32-20	BOARD MEMBER PAYMENTS	800	1,400	1,400	0.00%
571.34-10	CONTRACTUAL SERVICES	3,086	7,140	7,140	0.00%
571.40-10	TRAVEL & PER DIEM	739	2,000	2,000	0.00%
571.41-10	TELEPHONE	830	864	864	0.00%
571.41-20	OTHER COMMUNICATION	5,400	5,400	21,078	290.33%
571.41-30	POSTAGE	581	1,000	1,000	0.00%
571.43-10	ELECTRIC, WATER, GAS	20,974	19,480	22,664	16.34%
571.44-10	RENTALS & LEASES	1,991	2,300	3,055	32.83%
571.45-10	LIABILITY	10,584	11,794	12,142	2.95%
571.46-10	REPAIR & MAINT. - BUILDING	3,041	2,725	-	-100.00%
571.46-17	INSURANCE RECOVERY	-	3,169	-	-100.00%
571.46-20	REPAIR & MAINT. - COMPUTER	-	500	500	0.00%
571.47-20	PRESERVATION OF BOOKS	66	75	75	0.00%
571.48-40	ADULT PROGRAMS	663	1,500	1,700	13.33%
571.48-50	CHILDREN'S READING PROG.	2,883	3,000	3,000	0.00%
571.51-10	OFFICE SUPPLIES	1,144	800	1,000	25.00%
571.52-10	OPERATING SUPPLIES	11,342	6,500	6,500	0.00%
571.52-11	DURABLE GOODS	2,723	2,055	1,800	-12.41%
571.52-15	FUEL COSTS	140	250	150	-40.00%
571.52-37	FRIENDS OF LIBRARY EXPEND	5,028	7,343	-	-100.00%
571.54-10	BKS, PUB, SUB, MEM, LIB	5,034	7,600	7,600	0.00%
* OPERATING EXPENDITURES		<u>77,049</u>	<u>86,895</u>	<u>93,668</u>	7.79%
<i>CAPITAL EXPENDITURES</i>					
571.64-13	EQUIP - COMP REPLACEMENT	-	2,799	-	-100.00%
571.64-25	FUTURE PROJECTS	-	40,000	-	-100.00%
571.64-55	FRIENDS OF THE LIBRARY	12,669	2,395	-	-100.00%
571.66-10	STANDING ORDER NATL LIB	1,991	2,200	2,200	0.00%
571.66-20	MAJOR COLLECTIONS BOOKS	35,159	39,000	40,000	2.56%
* CAPITAL EXPENDITURES		<u>49,819</u>	<u>86,394</u>	<u>42,200</u>	-51.15%
TOTAL LIBRARY		<u>457,636</u>	<u>529,304</u>	<u>508,221</u>	-3.98%

FUND 001
DEPT 71
DIVISION 01

LIBRARY DIVISION EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2015-2016
571.12-10 REGULAR SALARIES	SALARIES FOR REGULAR EMPLOYEES	269,607	269,607
571.21-10 FICA / MED TAXES	SOCIAL SECURITY AND MEDICARE TAX BENEFIT	19,210	19,210
571.22-10 RETIREMENT	RETIREMENT CONTRIBUTIONS FOR REGULAR EMPLOYEES	7,793	7,793
571.22-20 FL STATE RETIREMENT	FRS RETIREMENT CONTRIBUTIONS FOR REGULAR EMPLOYEES	10,800	10,800
571.23-10 HEALTH INSURANCE	HEALTH INSURANCE PREMIUMS FOR EMPLOYEES	34,527	34,527
571.23-15 DENTAL INSURANCE	DENTAL INSURANCE PREMIUMS FOR EMPLOYEES	2,047	2,047
571.23-20 LIFE INSURANCE	LIFE INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	1,440	1,440
571.23-21 SHORT-TERM DISABILITY	SHORT-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	1,082	1,082
571.23-30 DEPENDENT HEALTH INSURANCE	SUBSIDIZED HEALTH INSURANCE PREMIUMS FOR EMPLOYEES' DEPENDENTS	24,131	24,131
571.23-35 DEPENDENT DENTAL INSURANCE	SUBSIDIZED DENTAL INSURANCE PREMIUMS FOR EMPLOYEES' DEPENDENTS	570	570
571.23-40 LONG TERM DISABILITY	LONG-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	661	661
571.24-10 WORKERS' COMPENSATION	WORKERS' COMPENSATION INSURANCE	485	485
571.32-20 BOARD MEMBER PAYMENTS	BOARD MEMBER PAYMENTS	1,400	1,400
571.34-10 CONTRACTUAL SERVICES	UNIQUE MGMT COLLECTION AGENCY FEE SECURITY MONITORING (REDWIRE) YEARLY SUBS FOR LEARNING LANGUAGE (MANGO) MISC CONTRACTUAL SERVICES	2,500 1,000 1,750 1,890	7,140
571.40-10 TRAVEL & PER DIEM	4 SEMINARS - EMPLOYMENT IMPROVEMENT 2 FLORIDA ANNUAL CONFERENCES MISCELLANEOUS TRAVEL	2,000	2,000
571.41-10 TELEPHONE	DOMS FAX	864	864
571.41-20 OTHER COMMUNICATION	TAVARES SHARE OF THE UPGRADES TO THE LAKE COUNTY LIBRARIES COMPUTER BANDWIDTH CAPACITY	21,078	21,078
571.41-30 POSTAGE	LIB CARDS, OVERDUE NOTICES, LETTERS & OTHER MISC.	1,000	1,000
571.43-10 ELECTRIC, WATER, GAS	ELECTRIC WATER	20,309 2,355	22,664
571.44-10 RENTALS & LEASES	RENTALS & LEASES COLOR COPIER (RENTAL & MAINTENANCE) B&W COPIER (MAINTENANCE ONLY)	3,055	3,055
571.45-10 LIABILITY	LIABILITY INSURANCE	12,142	12,142
571.46-10 BUILDING	NO AMOUNT BUDGETED	-	-
571.46-17 INSURANCE RECOVERY	NO AMOUNT BUDGETED	-	-
571.46-20 COMPUTER	COMPUTER	500	500
571.47-20 PRESERVATION OF BOOKS	PRESERVATION OF BOOKS AND DVD	75	75

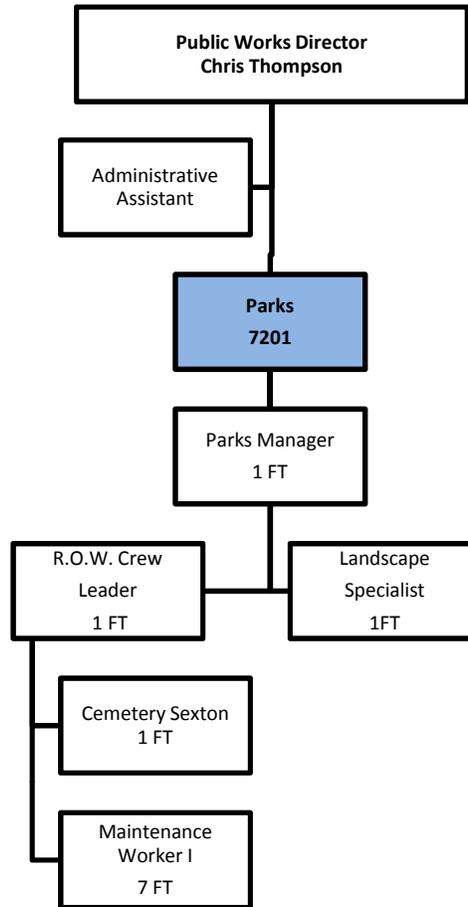
FUND 001
DEPT 71
DIVISION 01

LIBRARY DIVISION EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2015-2016
571.48-40 ADULT PROGRAMS	LOCAL AUTHOR CHEF WARREN - NOV LAKE COUNTY LADIES CHORUS - MAY LOCAL AUTHOR - JAN OSIRIS AFRICAN FOLKLORE - FEB MATHEW SABATELLA - MAR LOCAL AUTHOR - APRIL OTHER	200 200 200 300 300 200 300	1,700
571.48-50 CHILDREN'S READING PROG.	SUPPLIES, CRAFT KITS, DVD'S, REFRESHMENTS, PRIZES FOR YOUTH BOOK CLUB, WEEKLY STORY TIME, SUMMER READING PROGRAM PERFORMERS (6), WINTER CARNIVAL, MONTHLY MOVIES, WII GAMES & PUZZLES	3,000	3,000
571.51-10 OFFICE SUPPLIES	OFFICE SUPPLIES	1,000	1,000
571.52-10 OPERATING SUPPLIES	OPERATING SUPPLIES	6,500	6,500
571.52-11 DURABLE GOODS	DURABLE GOODS EPSON THERMAL RECEIPT PRINTER STEREO HEADPHONES	1,260 290 250	1,800
571.52-15 FUEL COSTS	FUEL COSTS	150	150
571.52-37 FRIENDS OF LIBRARY EXPEND	NO AMOUNT BUDGETED	-	-
571.54-10 BKS, PUB, SUB, MEM, LIB	PROFESSIONAL MEMBERSHIPS: PLA, ALA, FLA YEARLY SUBSCRIPTIONS	610 6,990	7,600
571.64-13 EQUIP - COMP REPLACEMENT	NO AMOUNT BUDGETED	-	-
571.64-25 FUTURE PROJECTS	NO AMOUNT BUDGETED	-	-
571.64-55 FRIENDS OF LIBRARY CAPITA	NO AMOUNT BUDGETED	-	-
571.66-10 STANDING ORDER NATL LIB	STANDING ORDERS	2,200	2,200
571.66-20 MAJOR COLLECTIONS BOOKS	MAJOR COLLECTIONS JUNIOR LIBRARY GUILD RANDOM HOUSE BOOKS ON TAPE CD BLACKSTONE AUDIO MP3 BOOKS RECORDED BOOKS - CD BOOKS (ADULTS) RECORDED BOOKS - READALONGS (KIDS) CENTERPOINT LRG PRINT WESTERN (2 MO/24 YR) CENTERPOINT LRG PRINT MYSTERY (2 MO/24 YR) CENTERPOINT LRG PRINT ROMANCE (2 MO/24 YR) CENTRPOINT LRG PRINT CHRISTIAN MYSTERY (2 MO/24 YR) CENTERPOINT LRG PRINT CHRTRN ROMANCE (2 MO/24 YR) CENTERPOINT LRG PRINT PLTN NONFIC (2 MO/24 YR) BAKER & TAYLOR LEASE X 2 RANDOM HOUSE REPLACEMENT CD FOR REC BOOKS	40,000	40,000

Parks Maintenance

Division 7201



Position Summary

Authorized Positions	Pos. #	2013-2014	2014-2015	2015-2016
Full Time:				
Cemetery Sexton	18006	1	1	1
Landscape Specialist	72003	1	1	1
Maintenance Worker I	18005	7	7	7
Maintenance Worker II	18007	0	0	0
Parks Manager	18004	1	1	1
Right of Way Crew Leader	18008	1	1	1
No. of Full Time		11	11	11
Total No. of Positions:		11	11	11
Total FTEs:		11	11	11

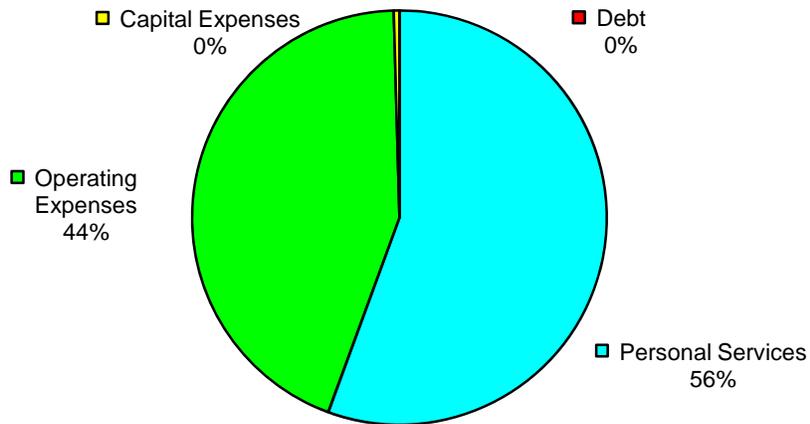
Notes:

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

Budget Summary

	Audited Actuals 2013-2014	Revised Budget 2014-2015	Adopted Budget 2015-2016	% Change Over FY 14-15
Parks-7201				
Personal Services	646,315	680,733	638,924	-6.14%
Operating Expenses	487,092	461,709	505,338	9.45%
Capital Expenses	116,068	74,396	5,000	-93.28%
Debt	-	-	-	0.00%
Grand Total Parks	\$ 1,249,475	\$ 1,216,838	\$ 1,149,262	-5.55%

2016 APPROPRIATIONS



2016 OPERATING BUDGET

PARKS MAINTENANCE - 7201

PROGRAM HIGHLIGHTS

DIVISION MISSION

It is the mission of the Parks Division to provide high quality grounds maintenance and event support for the City of Tavares.

DIVISION DESCRIPTION (Services, Functions, and Activities)

The Parks Division, consisting of one (1) manager and ten (10) staff members, is responsible for maintaining the City's twenty (20) parks and two (2) sports complexes. Additional responsibilities include managing maintenance contracts, maintenance of rights-of-way, landscaping in and around all City-owned facilities/properties, cemetery and perc/retention ponds. The Parks Division provides event support, facility set-ups, public restroom maintenance, trash removal and repair/maintain playground equipment. Through shared responsibilities, the Parks Division provides support to the Streets Division for maintenance of traffic, pothole repair, tree trimming/removal, sidewalk repair and erosion control.

SERVICE INDICATORS

	Indicator Description	Actual 2013	Actual 2014	Est. 2015	Projected 2016
1.	Special Events Supported	22	22	22	35
2.	Acres of Cemetery Grounds Mowed/Maintained	20	20	20	20
3.	Cemetery Plots Marked and Sold	30	40	55	60
4.	Cemetery Grave Markers Trimmed Around	3,670	3,700	3,720	3,720
5.	Facility Set-ups Completed by Staff	690	695	700	800
6.	Bathrooms Cleaned & Maintained	31	33	33	35
7.	Acres of Perc Ponds & Surrounding Areas Mowed	85	85	85	85
8.	Number of Ball fields Maintained	10	10	10	10
9.	Number of Parks Maintained	19	19	20	2
10.	Miles of Rights of Way Mowed	19	19	19	29
11.	Miles of Rights of Way Edged	47.5	47.5	47.5	57.5
12.	Number of Medians Maintained	17	17	17	19
13.	Acres of Ballfields / Grounds Mowed / Maintained	340.78	340.78	340.78	350.78

2016 GOALS

Organizational Development

Provide developmental training opportunities for staff increasing their ability to provide services to the City of Tavares.

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.

2016 OPERATING BUDGET

PARKS (continued)

PROGRAM HIGHLIGHTS

Innovation and Technology

Utilize technology initiatives to develop improved efficiencies and creativity.

Organizational Performance

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

2016 OBJECTIVES

1. Continue excellence in customer service to our internal/external customers.
2. Focus on improving park/facilities grounds maintenance.
3. Obtain training opportunities for staff.
4. Develop beautification projects throughout the City.
5. Continue to provide support for special events.
6. Provide landscape maintenance on Alfred Street One-Way Pairing.
7. Continue the eradication of invasive plant materials.

2015 ACCOMPLISHMENTS

Customer Focus, Innovation & Technology, and Organizational Performance

1. Maintained rain gardens on St. Clair Abrams Ave., Joanna Ave. and Sinclair Ave.
2. Assisted in the design and decorating of Wooton Park and Main Street for the holiday season.
3. Installed new features at the Butterfly garden at Aesop's Park.
4. Continued involvement in the City Beautification Program.
5. Created large sitting area and outdoor smoking section at the Library.
6. Maintained enhanced landscaping at various City locations.
7. Succeeded in providing support for special events.
8. Continued with the Federal Community Trust and other grant requirements of maintaining park lands.
9. Extensive involvement in the Wooton Park lake front and Pavilion beautification.

FUND 001
DEPT 72
DIVISION 01

PARKS MAINTENANCE EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2013-2014	REVISED BUDGET 2014-2015	ADOPTED BUDGET 2015-2016	% CHANGE OVER FY 14-15
<i>SALARIES AND BENEFITS</i>					
572.12-10	REGULAR SALARIES	430,311	445,505	408,149	-8.39%
572.14-10	OVERTIME	15,041	17,500	20,000	14.29%
572.15-60	ELECTR TABLET ALLOWANCE	250	-	-	0.00%
572.21-10	FICA / MED TAXES	30,552	31,928	29,358	-8.05%
572.22-20	FL STATE RETIREMENT	36,929	41,394	33,096	-20.05%
572.23-10	HEALTH INSURANCE	57,875	65,068	63,299	-2.72%
572.23-15	DENTAL INSURANCE	3,258	3,632	3,753	3.33%
572.23-20	LIFE INSURANCE	2,445	1,819	2,318	27.43%
572.23-21	SHORT-TERM DISABILITY INS	1,693	1,748	1,746	-0.11%
572.23-30	DEPENDENT HEALTH INSURANCE	46,533	54,102	58,563	8.25%
572.23-35	DEPENDENT DENTAL INSURANCE	2,643	3,175	3,361	5.86%
572.23-40	LONG TERM DISABILITY	1,124	1,164	1,067	-8.33%
572.24-10	WORKERS' COMPENSATION	12,974	13,698	14,214	3.77%
572.25-10	UNEMPLOYMENT COMPENSATION	4,687	-	-	0.00%
*	SALARIES AND BENEFITS	646,315	680,733	638,924	-6.14%
<i>OPERATING EXPENDITURES</i>					
572.34-10	CONTRACTUAL SERVICES	102,978	103,430	95,880	-7.30%
572.40-10	TRAVEL & PER DIEM	923	1,000	2,300	130.00%
572.41-10	TELEPHONE	3,641	1,866	2,678	43.52%
572.41-30	POSTAGE	9	-	200	100.00%
572.43-10	ELECTRIC, WATER, GAS	265,236	233,427	268,963	15.22%
572.43-20	LANDFILL COSTS	-	-	800	100.00%
572.44-10	RENTALS & LEASES	1,438	1,000	1,500	50.00%
572.45-10	LIABILITY	23,855	24,831	25,564	2.95%
572.46-25	REPAIR & MAINT. - MISC.	4,759	6,000	8,250	37.50%
572.47-10	PRINTING & BINDING	159	-	200	100.00%
572.49-10	ADVERTISING	-	-	500	100.00%
572.51-10	OFFICE SUPPLIES	250	100	300	200.00%
572.52-10	OPERATING SUPPLIES	56,688	58,350	64,388	10.35%
572.52-11	DURABLE GOODS	1,947	3,296	2,706	-17.90%
572.52-15	FUEL COSTS	21,414	22,684	25,000	10.21%
572.52-25	UNIFORMS	3,290	5,600	5,859	4.62%
572.54-10	BKS, PUB, SUB, MEM, LIB	205	125	250	100.00%
*	OPERATING EXPENDITURES	487,092	461,709	505,338	9.45%
<i>CAPITAL EXPENDITURES</i>					
572.63-60	LANDSCAPING	8,667	-	-	0.00%
572.64-10	EQUIP - REPLACEMENT	17,955	12,500	5,000	-60.00%
572.64-13	EQUIP - COMP REPLACEMENT	-	900	-	-100.00%
572.64-14	EQUIP - NEW COMPUTERS	1,221	-	-	0.00%
572.64-15	EQUIP - NEW	62,835	57,526	-	-100.00%
572.64-25	FUTURE PROJECTS	25,390	3,470	-	-100.00%
*	CAPITAL EXPENDITURES	116,068	74,396	5,000	-93.28%
TOTAL PARKS		1,249,475	1,216,838	1,149,262	-5.55%

FUND 001
 DEPT 72
 DIVISION 01

PARKS MAINTENANCE DIVISION EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2015-2016
572.12-10 REGULAR SALARIES	SALARIES FOR REGULAR EMPLOYEES	408,149	408,149
572.14-10 OVERTIME	WAGES FOR HOURS WORKED IN EXCESS OF REGULAR TIME	20,000	20,000
572.15-60 ELECTR TABLET ALLOWANCE	NO AMOUNT BUDGETED	-	-
572.21-10 FICA / MED TAXES	SOCIAL SECURITY AND MEDICARE TAX BENEFIT	29,358	29,358
572.22-20 FL STATE RETIREMENT	FRS RETIREMENT CONTRIBUTIONS FOR REGULAR EMPLOYEES	33,096	33,096
572.23-10 HEALTH INSURANCE	HEALTH INSURANCE PREMIUMS FOR EMPLOYEES	63,299	63,299
572.23-15 DENTAL INSURANCE	DENTAL INSURANCE PREMIUMS FOR EMPLOYEES	3,753	3,753
572.23-20 LIFE INSURANCE	LIFE INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	2,318	2,318
572.23-21 SHORT-TERM DISABILITY	SHORT-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	1,746	1,746
572.23-30 DEPENDENT HEALTH INSURANCE	SUBSIDIZED HEALTH INSURANCE PREMIUMS FOR EMPLOYEES' DEPENDENTS	58,563	58,563
572.23-35 DEPENDENT DENTAL INSURANCE	SUBSIDIZED DENTAL INSURANCE PREMIUMS FOR EMPLOYEES' DEPENDENTS	3,361	3,361
572.23-40 LONG TERM DISABILITY	LONG-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	1,067	1,067
572.24-10 WORKERS' COMPENSATION	WORKERS' COMPENSATION INSURANCE	14,214	14,214
572.25-10 UNEMPLOYMENT COMPENSATION	NO AMOUNT BUDGETED	-	-
572.31-60 PERMIT & COMPLIANCE FEES	NO AMOUNT BUDGETED	-	-
572.34-10 CONTRACTUAL SERVICES	ANNUAL MAINTENANCE FOR HWY 19 MEDIANS MAIN STREET MAINTENANCE MAIN STREET PALM TREE MAINTENANCE HWY 441 IRRIGATION REPAIRS HWY 441 MEDIAN MAINTENANCE	23,300 28,400 3,500 10,000 30,680	95,880
572.40-10 TRAVEL & PER DIEM	ATTEND SEMINARS, WORKSHOPS, CONFERENCES, TRADE SHOWS AND TRAINING CLASSES AS NEEDED AND REQUIRED FOR ALL PARKS EMPLOYEES CEU CLASSES,MANAGEMENT TRAINING,PLAY GROUND SAFETY HAZARDOUS MATERIALS - SPILL RESPONSE / CLEAN-UP STMA (SPORTS TURF MANAGERS ASSOCIATION) MOT (MAINTENANCE OF TRAFFIC)	500 300 300 1,200	2,300
572.41-10 TELEPHONE	NEXTEL DOMS FAX ADDITIONAL PHONE UPGRADES W/DATA SVC PLANS	1,159 1,017 502	2,678
572.41-30 POSTAGE	POSTAGE	200	200
572.43-10 ELECTRIC, WATER, GAS	ELECTRIC WATER	85,967 182,996	268,963
572.43-20 LANDFILL COSTS	DISPOSAL OF INVASIVE PLANTS 20 TONS @ \$40 / TON CLEARING OF PARKS, WATERFRONT, TRAILS	800	800
572.44-10 RENTALS & LEASES	RENTAL OF EQUIPMENT REQUIRED FOR SPECIALIZED PROJECTS AND EVENTS	1,500	1,500
572.45-10 LIABILITY	LIABILITY INSURANCE	25,564	25,564
572.46-25 MISCELLANEOUS	REPAIR & MAINTENANCE IRRIGATION,EQUIPMENT,TURF, ETC. INCREASE TO COVER ADDITIONAL IRRIGATION THROUGHOUT THE CITY PARK AREAS	8,250	8,250
572.47-10 PRINTING & BINDING	BUSINESS CARDS, DIAGRAMS, MAPS, LAYOUTS	200	200

FUND 001
 DEPT 72
 DIVISION 01

PARKS MAINTENANCE DIVISION EXPENDITURE JUSTIFICATION

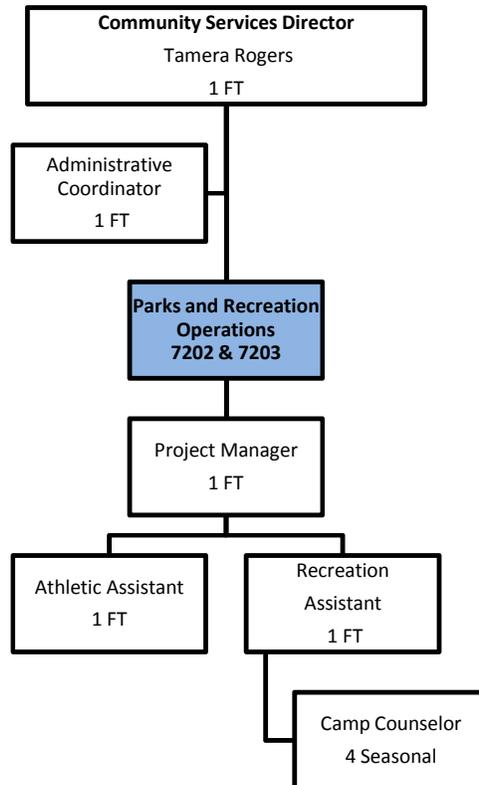
ACCOUNT DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2015-2016
572.49-10 ADVERTISING	ADVERTISING CHARGES FOR NEW HIRE POSITIONS	500	500
572.51-10 OFFICE SUPPLIES	PENS, NOTEBOOKS, FILES, FOLDERS, PAPERCLIPS, TAPE, HIGHLIGHTERS, WHITE-OUT, NOTE PADS	300	300
572.52-10 OPERATING SUPPLIES	OPERATING SUPPLIES SUCH AS; PESTICIDES, SOD, MULCH, FERTILIZERS, PLANTS, SHRUBBERY, IRRIGATION SUPPLIES, & JANITORIAL SUPPLIES	31,488	64,388
	PESTICIDES/FERTILIZERS REQUIRED TO MAINTAIN BALL FIELDS (16 ACRES)	16,150	
	SOD - WOODLEA SPORTS COMPLEX SOFTBALL FIELD UPGRADE	5,000	
	NEW AND REPLACEMENT SEASONAL PLANTS - CITY WIDE	4,000	
	MAIN STREET HANGING BASKETS		
	PLANTS, SOIL, FERTILIZER - QUARTERLY (CHANGED QUARTERLY 32X4) 128 @ \$25 EACH	3,200	
	AND REPLACEMENT INSERTS FOR HANGING BASKETS (CHANGED QUARTERLY 32X4) 128 @ \$9 EACH	1,152	
	MAIN STREET PLANTERS		
	(6 LARGE WITH 12 SMALL - IN INVENTORY)		
	SOIL AND PLANTS FOR LARGE CONTAINERS 6 @ \$105	630	
	SOIL AND PLANTS FOR SMALL CONTAINERS 12 @ \$64	768	
	AESOP PARK - PLAYGROUND MULCH		
	AS REQUIRED BY NATIONAL STANDARDS	2,000	
572.52-11 DURABLE GOODS	GAS WEED TRIMMER #FS240R (2 @ \$507 EACH)	1,014	2,706
	GAS BACKPACK BLOWER #BR600 (2 @ \$423 EACH)	846	
	GAS LAWN EDGER #FC110 (2 @ \$423 EACH)		
	STROKE ENGINE 2 MIX 31.4CC	846	
572.52-15 FUEL COSTS	FUEL COSTS	25,000	25,000
572.52-25 UNIFORMS	UNIFORMS	3,384	5,859
	WORK BOOTS	1,650	
	SHIRTS FOR EACH EMPLOYEE (NAME & CITY LOGO \$40 / EACH)	440	
	SWEATSHIRT FOR EACH EMPLOYEE	385	
572.54-10 BOOKS, PUB, SUB, MEM, LIB	MEMBERSHIPS, PUBLICATIONS, REFERENCE MATERIALS		250
	FEDERAL RULES AND REGULATIONS		
	SPECIFIC TO THE PARKS, BALLFIELD MAINTENANCE, PLAYGROUND SAFETY, LANDSCAPING, HORITCULTURE, AQUATIC PLANTS, INVASIVE PLANT MANAGEMENT (STMA-SPORTS TURF MANAGERS ASSOC., SUNSHINE SAFETY, FL DEPT OF AGRICULTURE AND CONSUMER SERVICES)	250	
572.63-60 LANDSCAPING	NO AMOUNT BUDGETED	-	-
572.64-10 EQUIP - REPLACEMENT	82" X 24' UTILITY TRAILER	5,000	5,000
572.64-13 EQUIP - COMP REPLACEMENT	NO AMOUNT BUDGETED	-	-
572.64-14 EQUIP - NEW COMPUTERS	NO AMOUNT BUDGETED	-	-
572.64-15 EQUIP - NEW	NO AMOUNT BUDGETED	-	-
572.64-25 FUTURE PROJECTS	NO AMOUNT BUDGETED	-	-

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Community Services

Division 72



Position Summary

Authorized Positions	Pos. #	2013-2014	2014-2015	2015-2016
Full Time:				
Administrative Assistant ²	18003	1	0	0
Administrative Coordinator ²	3016	N/A	1	1
Athletic Assistant	18010	1	1	1
Community Svc Director ²	10025	1	1	1
Recreation Proj. Mgr	72001	1	1	1
Recreation Assistant	18011	1	1	1
Recreation Manager	18002	0	0	0
No. of Full Time		5	5	5
Seasonal¹:				
Recreation Aides	18019	0	0	0
Splash Park Attendant ²	72004	0	0	0
No. of Seasonal:		4	4	4
Total No. of Positions:		9	9	9
Total FTEs:		5	5	5

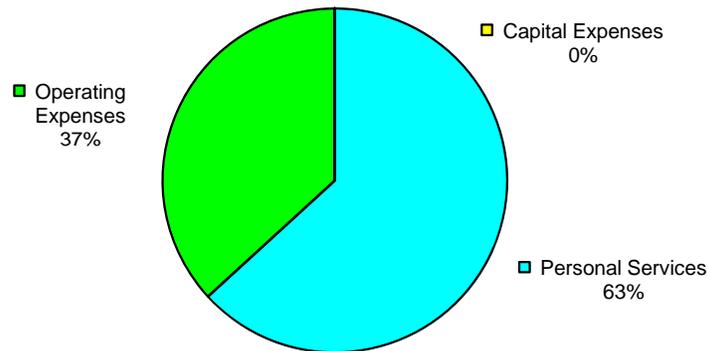
Notes:

- Seasonal positions are not included in the FTE count.
- Community Svcs Director and Admin Asst/Coord positions allocated 50% 7202 and 50% 7203
- Reallocated & renamed Recreation Aides to Camp Counselors. Moved to Seaplane Base Operations

Budget Summary

	Audited Actuals 2013-2014	Revised Budget 2014-2015	Adopted Budget 2015-2016	% Change Over FY 14-15
Recreation-7202				
Personal Services	302,114	330,699	348,699	5.44%
Operating Expenses	147,823	162,183	163,036	0.53%
Capital Expenses	3,300	12,799	-	-100.00%
Grand Total Recreation	\$ 453,237	\$ 505,681	\$ 511,735	1.20%
	3.24%	3.61%	3.28%	
Parks Operations-7203				
Personal Services	-	2,500	-	-100.00%
Operating Expenses	-	51,389	39,926	-22.31%
Capital Expenses	-	29,399	-	-100.00%
Grand Total Parks Operations	\$ -	\$ 83,288	\$ 39,926	-52.06%
<i>Percentage of Fund Budget</i>	<i>0.00%</i>	<i>0.59%</i>	<i>0.26%</i>	
Department Summary				
Personal Services	302,114	333,199	348,699	4.65%
Operating Expenses	147,823	213,572	202,962	-4.97%
Capital Expenses	3,300	42,198	-	-100.00%
Grand Total	\$ 453,237	\$ 588,969	\$ 551,661	-6.33%
<i>Percentage of Fund Budget</i>				

2016 APPROPRIATIONS



2016 OPERATING BUDGET

COMMUNITY SERVICES - 7202 & 7203

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 Recreation 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 2013	Actual 2014	Est. 2015	Projected 2016
1.	Baseball/Softball Registrations	515	439	389	400
2.	Number of Recreational Activities Managed	608	770	780	775
3.	Number of Senior Program Participants	170	270	300	300
4.	Number of Youth Teams Participating in Babe Ruth	46	42	37	40
5.	Facility Rentals Scheduled	690	695	708	715
6.	Number of Parks Managed / Operated	17	17	17	17
7.	Number of Interments	24	30	35	35

2016 OPERATING BUDGET

COMMUNITY SERVICES (continued)

PROGRAM HIGHLIGHTS

2016 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.

2016 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. Provide assistance with the operation of the Pavilion on the Lake.
7. Continue excellence in customer service to the citizens of Tavares.
8. Manage all parks within the available budget.

2015 ACCOMPLISHMENTS

Customer Focus, Innovation & Technology, and Organizational Performance

1. Created and implemented a movie-in-the-park night for the community.
2. Facilitated the re-surface of the Aesop's Park tennis courts.
3. Successfully managed the CDBG process and completed construction on the public restrooms at Ingraham Park.
4. Secured LWCF grant funding to expand the Woodlea Sports Complex.
5. Assisted in the facilitation of the Pavilion on the Lake Grand Opening Celebration and Black Tie Gala.
6. Provided organizational assistance to the Pavilion on the Lake operations.
7. Enhanced special events, attracting more people to the downtown area.
8. Enhanced City-managed programs to increased program participation.

FUND 001
DEPT 72
DIVISION 02

RECREATION DIVISION EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2013-2014	REVISED BUDGET 2014-2015	ADOPTED BUDGET 2015-2016	% CHANGE OVER FY 14-15
<i>SALARIES AND BENEFITS</i>					
572.12-10	REGULAR SALARIES	194,091	199,419	212,825	6.72%
572.13-10	OTHER SALARIES & WAGES	14,157	26,520	17,600	-33.63%
572.14-10	OVERTIME	5,577	5,126	5,126	0.00%
572.15-60	ELECTR TABLET ALLOWANCE	250	-	-	0.00%
572.21-10	FICA / MED TAXES	14,695	15,911	16,225	1.97%
572.22-20	FL STATE RETIREMENT	19,479	23,780	25,647	7.85%
572.23-10	HEALTH INSURANCE	19,664	21,689	23,018	6.13%
572.23-15	DENTAL INSURANCE	1,114	1,211	1,365	12.72%
572.23-20	LIFE INSURANCE	1,102	814	1,202	47.67%
572.23-21	SHORT-TERM DISABILITY INS	762	773	881	13.97%
572.23-30	DEPENDENT HEALTH INSURANCE	24,272	27,793	37,043	33.28%
572.23-35	DEPENDENT DENTAL INSURANCE	1,349	1,466	1,680	14.60%
572.23-40	LONG TERM DISABILITY	506	518	550	6.18%
572.24-10	WORKERS' COMPENSATION	5,096	5,679	5,537	-2.50%
* SALARIES AND BENEFITS		302,114	330,699	348,699	5.44%
<i>OPERATING EXPENDITURES</i>					
572.31-60	PERMIT & COMPLIANCE FEES	987	657	657	0.00%
572.34-10	CONTRACTUAL SERVICES	-	600	600	0.00%
572.40-10	TRAVEL & PER DIEM	1,427	2,000	2,000	0.00%
572.41-10	TELEPHONE	1,615	1,648	1,355	-17.78%
572.41-30	POSTAGE	298	700	700	0.00%
572.43-10	ELECTRIC, WATER, GAS	3,687	4,482	3,760	-16.11%
572.44-10	RENTALS & LEASES	6,348	6,682	7,682	14.97%
572.45-10	LIABILITY	10,437	11,630	11,973	2.95%
572.47-10	PRINTING & BINDING	259	500	500	0.00%
572.48-20	LIGHT UP MAIN STREET	12,024	15,000	15,750	5.00%
572.48-30	4TH OF JULY	28,788	30,500	30,500	0.00%
572.49-10	ADVERTISING	3,088	4,000	4,000	0.00%
572.51-10	OFFICE SUPPLIES	498	500	500	0.00%
572.52-10	OPERATING SUPPLIES	3,914	4,165	4,500	8.04%
572.52-11	DURABLE GOODS	2,404	815	800	-1.84%
572.52-15	FUEL COSTS	1,841	1,414	1,869	32.18%
572.52-30	ART IN THE SQUARE	1,890	2,850	2,850	0.00%
572.54-10	BKS, PUB, SUB, MEM, LIB	1,105	1,040	1,040	0.00%
572.55-10	SUMMER YOUTH PROGRAM	14,702	16,000	17,000	6.25%
572.55-20	PROGRAM COSTS	52,511	57,000	55,000	-3.51%
* OPERATING EXPENDITURES		147,823	162,183	163,036	0.53%
<i>CAPITAL EXPENDITURES</i>					
572.63-80	PARK IMPROVEMENTS	-	10,000	-	-100.00%
572.64-13	EQUIP - COMP REPLACEMENT	-	2,799	-	-100.00%
572.64-15	EQUIP - NEW	3,300	-	-	0.00%
* CAPITAL EXPENDITURES		3,300	12,799	-	-100.00%
TOTAL RECREATION		453,237	505,681	511,735	1.20%

FUND 001
 DEPT 72
 DIVISION 02

RECREATION DIVISION EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2015-2016
572.12-10 REGULAR SALARIES	SALARIES FOR REGULAR EMPLOYEES	212,825	212,825
572.13-10 OTHER SALARIES & WAGES	WAGES FOR TEMPORARY EMPLOYEES	17,600	17,600
572.14-10 OVERTIME	WAGES FOR HOURS WORKED IN EXCESS OF REGULAR TIME	5,126	5,126
572.15-60 ELECTR TABLET ALLOWANCE	NO AMOUNT BUDGETED	-	-
572.21-10 FICA / MED TAXES	SOCIAL SECURITY AND MEDICARE TAX BENEFIT	16,225	16,225
572.22-20 FL STATE RETIREMENT	FRS RETIREMENT CONTRIBUTIONS FOR REGULAR EMPLOYEES	25,647	25,647
572.23-10 HEALTH INSURANCE	HEALTH INSURANCE PREMIUMS FOR EMPLOYEES	23,018	23,018
572.23-15 DENTAL INSURANCE	DENTAL INSURANCE PREMIUMS FOR EMPLOYEES	1,365	1,365
572.23-20 LIFE INSURANCE	LIFE INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	1,202	1,202
572.23-21 SHORT-TERM DISABILITY	SHORT-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	881	881
572.23-30 DEPENDENT HEALTH INSURANCE	SUBSIDIZED HEALTH INSURANCE PREMIUMS FOR EMPLOYEES' DEPENDENTS	37,043	37,043
572.23-35 DEPENDENT DENTAL INSURANCE	SUBSIDIZED DENTAL INSURANCE PREMIUMS FOR EMPLOYEES' DEPENDENTS	1,680	1,680
572.23-40 LONG TERM DISABILITY	LONG-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	550	550
572.24-10 WORKERS' COMPENSATION	WORKERS' COMPENSATION INSURANCE	5,537	5,537
572.31-60 PERMIT & COMPLIANCE FEES	ANNUAL MUSIC LICENSING FEES- ASCAP & BMI	657	657
572.34-10 CONTRACTUAL SERVICES	CONTRACTUAL SERVICES	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 DOMS FAX	1,071 284	1,355
572.41-30 POSTAGE	CORRESPONDENCE FOR BASEBALL PROGRAMS, SUMMER CAMP, RECREATION ACTIVITIES,SPECIAL EVENTS, PARADE, VENDOR APPS, ETC.	700	700
572.43-10 ELECTRIC, WATER, GAS	ELECTRIC WATER	1,493 2,267	3,760
572.44-10 RENTALS & LEASES	REC OFFICE COPIER LEASE RENTALS FOR ACTIVITES & EVENTS	2,182 5,500	7,682
572.45-10 LIABILITY	LIABILITY INSURANCE	11,973	11,973
572.47-10 PRINTING & BINDING	BUSINESS CARDS, INFORMATIONAL FLYERS, BROCHURES, POSTERS FOR BABE RUTH RECREATION PROGRAMS, SPECIAL EVENTS	500	500
572.48-20 LIGHT UP/HOLIDAY FESTIVAL	ENTERTAINMENT,TROPHIES & MISC OPERATING COSTS FOR CHRISTMAS CELEBRATION (FIREWORKS,ICE SKATING, ETC) SECO DONATION FOR CHRISTMAS LIGHT-UP EVENT AT WOOTON PARK	15,000 750	15,750
572.48-30 4TH OF JULY	ENTERTAINMENT, TROPHIES, OPERATING SUPPLIES FOR 4TH OF JULY EVENT FIREWORKS - INCLUDES SEAPLANE FEATURE TO BE ADDED TO SHOW SECO DONATION FOR THE CITY'S FOURTH OF JULY EVENT	10,000 19,000 1,500	30,500
572.49-10 ADVERTISING	ADVERTISEMENT OF PROGRAMS & SPECIAL EVENTS,		4,000

FUND 001
 DEPT 72
 DIVISION 02

RECREATION DIVISION EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2015-2016
	INCLUDING 4TH OF JULY & CHRISTMAS CELEBRATION	4,000	
572.51-10 OFFICE SUPPLIES	GENERAL OFFICE SUPPLIES	500	500
572.52-10 OPERATING SUPPLIES	COPY PAPER, INK CARTRIDGES, COPIER FEES, CITY SHIRTS, SUPPLIES FOR SPECIAL EVENTS & RECREATION PROGRAMS	4,500	4,500
572.52-11 DURABLE GOODS	REPLACE MAIN SIGN AT THE RECREATION OFFICE BUILDING	800	800
572.52-15 FUEL COSTS	FUEL COSTS	1,869	1,869
572.52-30 ART IN THE SQUARE	COSTS TO FACILITATE A VARIETY OF EVENTS AND ACTIVITIES RELATED TO ART, HISTORY, & CULTURE	2,850	2,850
572.54-10 BOOKS, PUB, SUB, MEM, LIB	MISC PUBLICATIONS & MEMBERSHIPS	560	1,040
	FRPA MEMBERSHIP- 3 RECREATION STAFF MEMBERS	480	
572.55-10 SUMMER YOUTH PROGRAM	COSTS ASSOCIATED WITH OPERATING THE SUMMER YOUTH PROGRAM: BOWLING, SKATING, SWIMMING, THEME PARK FIELD TRIPS, BUS TRANSPORTATION, ARTS, CRAFTS, ETC. *REGISTRATION & WEEKLY FEES ARE ANTICIPATED TO OFFSET MOST OF THE COSTS INCREASE IS FOR INCREASE IS FOR EXPANDED SUMMER PROGRAM OPPORTUNITIES - THE CAMP IS BEING EXTENDED ONE ADDITIONAL WEEK - EXTRA REVENUE IS EXPECTED TO COVER ADDITIONAL EXPENSES	17,000	17,000
572.55-20 PROGRAM COSTS	BABE RUTH FALL PROGRAM	14,000	55,000
	BABE RUTH SPRING PROGRAM	32,000	
	SPECIAL EVENTS	2,000	
	CO-ED SOFTBALL	1,500	
	INSTRUCTOR PROGRAMS-YOGA, TENNIS, ZUMBA TOMICS, ETC.	1,000	
	FATHER/DAUGHTER DANCE	2,500	
	NEW PROGRAMS-FLAG FOOTBALL, START SMART, ETC.	1,000	
	MISC. EQUIPMENT FOR PROGRAMS	1,000	
572.63-80 PARK IMPROVEMENTS	NO AMOUNT BUDGETED	-	-
572.64-13 EQUIP - COMP REPLACEMENT	NO AMOUNT BUDGETED	-	-
572.64-15 EQUIP - NEW	NO AMOUNT BUDGETED	-	-

FUND 001
DEPT 72
DIVISION 03

PARKS OPERATIONS EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2013-2014	REVISED BUDGET 2014-2015	ADOPTED BUDGET 2015-2016	% CHANGE OVER FY 14-15
<i>SALARIES AND BENEFITS</i>					
572.14-10	OVERTIME	-	2,500	-	-100.00%
*	SALARIES AND BENEFITS	-	2,500	-	-100.00%
<i>OPERATING EXPENDITURES</i>					
572.31-60	PERMIT & COMPLIANCE FEES	-	300	300	0.00%
572.34-10	CONTRACTUAL SERVICES	-	24,000	21,700	-9.58%
572.40-10	TRAVEL & PER DIEM	-	6,000	1,500	-75.00%
572.41-10	TELEPHONE	-	2,512	922	-63.30%
572.41-30	POSTAGE	-	200	200	0.00%
572.44-10	RENTALS & LEASES	-	1,000	-	-100.00%
572.45-10	LIABILITY	-	1,752	1,804	2.97%
572.46-25	REPAIR & MAINT. - MISC.	-	1,500	1,500	0.00%
572.47-10	PRINTING & BINDING	-	200	200	0.00%
572.51-10	OFFICE SUPPLIES	-	200	200	0.00%
572.52-10	OPERATING SUPPLIES	-	11,500	10,000	-13.04%
572.52-15	FUEL COSTS	-	2,000	1,250	-37.50%
572.52-25	UNIFORMS	-	100	100	0.00%
572.54-10	BKS, PUB, SUB, MEM, LIB	-	125	250	100.00%
*	OPERATING EXPENDITURES	-	51,389	39,926	-22.31%
<i>CAPITAL EXPENDITURES</i>					
572.64-13	EQUIP - COMP REPLACEMENT	-	1,899	-	-100.00%
572.64-25	FUTURE PROJECTS	-	27,500	-	-100.00%
*	CAPITAL EXPENDITURES	-	29,399	-	-100.00%
TOTAL	PARKS OPERATIONS	-	83,288	39,926	-52.06%

FUND 001
 DEPT 72
 DIVISION 03

PARKS OPERATIONS DIVISION EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2015-2016
572.14-10 OVERTIME	NO AMOUNT BUDGETED	-	-
572.31-60 PERMIT & COMPLIANCE FEES	DEP ANNUAL LEASE FEE FOR TAVARES RECREATION PARK FISHING PIER	300	300
572.34-10 CONTRACTUAL SERVICES	AQUATIC PLANT MANAGEMENT PLANT MITIGATION AT TNP PLANT MITIGATION AT WOOTON PLANT MITIGATION AT TRP ANNUAL CEMETERY SOFTWARE FEE CLEANING DETAIL FOR SPECIAL EVENTS	1,500 5,500 6,500 6,000 1,000 1,200	21,700
572.40-10 TRAVEL & PER DIEM	INCREASE TO ACCOMODATE NEW COURSES AND ADDITIONAL CONFERENCES	1,500	1,500
572.41-10 TELEPHONE	NEXTEL VERIZON	479 443	922
572.41-30 POSTAGE	POSTAGE COSTS	200	200
572.44-10 RENTALS & LEASES	NO AMOUNT BUDGETED	-	-
572.45-10 LIABILITY	LIABILITY INSURANCE	1,804	1,804
572.46-25 MISCELLANEOUS	MISCELLANEOUS	1,500	1,500
572.47-10 PRINTING & BINDING	BUSINESS CARDS, FACILITY RESERVATION FORMS, BROCHURES, ETC.	200	200
572.51-10 OFFICE SUPPLIES	GENERAL OFFICE SUPPLIES	200	200
572.52-10 OPERATING SUPPLIES	MISC OPERATING SUPPLIES, PAPER, INK, HARDWARE, TOOLS PAINT, ETC.	10,000	10,000
572.52-15 FUEL COSTS	FUEL COSTS	1,250	1,250
572.52-25 UNIFORMS	UNIFORMS	100	100
572.54-10 BOOKS, PUB, SUB, MEM, LIB	PUBLICATIONS AND MEMBERSHIPS	250	250
572.64-13 EQUIP - COMP REPLACEMENT	NO AMOUNT BUDGETED	-	-
572.64-25 FUTURE PROJECTS	NO AMOUNT BUDGETED	-	-

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POLICE EDUCATION

FUND 102



Budget Summary

	Audited Actuals 2013-2014	Revised Budget 2014-2015	Adopted Budget 2015-2016	% Change Over FY 14-15
<i>Department Summary</i>				
Police Services-2101				
Operating Expenses	1,016	1,500	1,650	10.00%
Capital Expenses	-	-	-	0.00%
Debt	-	-	-	0.00%
Grand Total Police Ed.	\$ 1,016	\$ 1,500	\$ 1,650	10.00%

FUND 102
 DEPT 00
 DIVISION 00

POLICE EDUCATION REVENUE

<u>ACCT #</u>	<u>ACCOUNT DESCRIPTION</u>	<u>AUDITED ACTUALS 2013-2014</u>	<u>REVISED BUDGET 2014-215</u>	<u>ESTIMATED REVENUE 2015-2016</u>	<u>% CHANGE OVER FY 14-15</u>
<i>FINES & FORFEITURES</i>					
351.10-00	JUDGMENTS & FINES	2,068	1,500	1,650	10.00%
**	TOTAL FINES & FORFEITURES	<u>2,068</u>	<u>1,500</u>	<u>1,650</u>	<u>10.00%</u>
TOTAL POLICE EDUCATION		<u>2,068</u>	<u>1,500</u>	<u>1,650</u>	<u>10.00%</u>

FUND 102
DEPT 00
DIVISION 00

POLICE EDUCATION REVENUE

<u>ACCOUNT DESCRIPTION</u>	<u>COMMENTS</u>	<u>DETAIL</u>	<u>ADOPTED BUDGET 2015-2016</u>
351.10-00 POLICE JUDGMENTS & FINES	JUDGEMENT AND FINE REVENUE	1,650	1,650

FUND 102
 DEPT 21
 DIVISION 01

POLICE EDUCATION EXPENDITURES

<u>ACCT #</u>	<u>ACCOUNT DESCRIPTION</u>	<u>AUDITED ACTUALS 2013-2014</u>	<u>REVISED BUDGET 2014-2015</u>	<u>ADOPTED BUDGET 2015-2016</u>	<u>% CHANGE OVER FY 14-15</u>
<i>OPERATING EXPENDITURES</i>					
521.40-20	POLICE EDUCATION EXP	1,016	1,500	1,650	10.00%
*	OPERATING EXPENDITURES	1,016	1,500	1,650	10.00%
TOTAL	POLICE EDUCATION	1,016	1,500	1,650	10.00%

FUND 102
DEPT 21
DIVISION 01

POLICE EDUCATION EXPENDITURE JUSTIFICATION

<u>ACCOUNT DESCRIPTION</u>	<u>COMMENTS</u>	<u>DETAIL</u>	<u>ADOPTED BUDGET 2015-2016</u>
521.40-20 POLICE EDUCATION EXPENSE	TRAINING	1,650	1,650

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POLICE AUTOMATION & TECHNOLOGY

FUND 103



Budget Summary

	Audited Actuals 2013-2014	Revised Budget 2014-2015	Adopted Budget 2015-2016	% Change Over FY 14-15
<i>Department Summary</i>				
Police Services-2101				
Operating Expenses	-	-	-	0.00%
Capital Expenses	-	-	-	0.00%
Debt	-	-	-	0.00%
Grand Total Police	\$ -	\$ -	\$ -	0.00%

FUND 103
 DEPT 00
 DIVISION 00

POLICE AUTOMATION & TECHNOLOGY REVENUE

<u>ACCT #</u>	<u>ACCOUNT DESCRIPTION</u>	<u>AUDITED ACTUALS 2013-2014</u>	<u>REVISED BUDGET 2014-215</u>	<u>ESTIMATED REVENUE 2015-2016</u>	<u>% CHANGE OVER FY 14-15</u>
<i>FINES & FORFEITURES</i>					
351.10-00	JUDGMENTS & FINES	-	-	-	0.00%
**	TOTAL FINES & FORFEITURES	-	-	-	0.00%
<i>INTEREST & OTHER INCOME</i>					
361.10-01	INTEREST INCOME	-	-	-	0.00%
**	TOTAL INTEREST & OTHER INCOME	-	-	-	0.00%
<i>OTHER SOURCES</i>					
389.90-01	RETAINED EARNINGS	-	-	-	0.00%
*	APPROPRIATED RESERVES	-	-	-	0.00%
**	TOTAL OTHER SOURCES	-	-	-	0.00%
TOTAL POLICE AUTOMATION TECH		-	-	-	0.00%

FUND 103
DEPT 00
DIVISION 00

POLICE AUTOMATION & TECHNOLOGY REVENUE

<u>ACCOUNT DESCRIPTION</u>	<u>COMMENTS</u>	<u>DETAIL</u>	<u>ADOPTED BUDGET 2015-2016</u>
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
 DEPT 21
 DIVISION 01

POLICE AUTOMATION EXPENDITURES

<u>ACCT #</u>	<u>ACCOUNT DESCRIPTION</u>	<u>AUDITED ACTUALS 2013-2014</u>	<u>REVISED BUDGET 2014-2015</u>	<u>ADOPTED BUDGET 2015-2016</u>	<u>% CHANGE OVER FY 14-15</u>
<i>OPERATING EXPENDITURES</i>					
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%
<i>CAPITAL EXPENDITURES</i>					
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

POLICE AUTOMATION EXPENDITURE JUSTIFICATION

<u>ACCOUNT DESCRIPTION</u>	<u>COMMENTS</u>	<u>DETAIL</u>	<u>ADOPTED BUDGET 2015-2016</u>
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	-	-
521.64-50 CAPITAL GRANT MATCH	NO AMOUNT BUDGETED	-	-

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COMMUNITY REDEVELOPMENT

FUND 105

Position Summary

Authorized Positions	Pos. #	2013-2014	2014-2015	2015-2016
Water Taxi Captain	59003	2	0	0
No. of Seasonal ¹ :		2	0	0
Total No. of Positions:		2	0	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

	Audited Actuals 2013-2014	Revised Budget 2014-2015	Adopted Budget 2015-2016	% Change Over FY 14-15
<i>Department Summary</i>				
Economic Development-5901				
Personal Services	4,125	-	-	0.00%
Operating Expenses	145,618	167,834	184,000	9.63%
Capital Expenses	-	-	-	0.00%
Debt	-	-	-	0.00%
Total Eco. Development*	149,743	167,834	184,000	9.63%
<i>Category Summary</i>				
Personal Services	4,125	-	-	0.00%
Operating Expenses	145,618	167,834	184,000	9.63%
Capital Expenses	-	-	-	0.00%
Debt	-	-	-	0.00%
Grand Total Comm. Redev.	\$ 149,743	\$ 167,834	\$ 184,000	9.63%

FUND 105
 DEPT 00
 DIVISION 00

COMMUNITY REDEVELOPMENT-TIF FUND REVENUES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2013-2014	REVISED BUDGET 2014-215	ESTIMATED REVENUE 2015-2016	% CHANGE OVER FY 14-15
<i>TAXES</i>					
311.01-00	CURRENT	124,582	156,307	155,104	-0.77%
**	TOTAL TAXES	124,582	156,307	155,104	-0.77%
<i>INTERGOVERNMENT REVENUES</i>					
337.50-10	TOURISM	15,055	19,000	5,400	-71.58%
344.20-03	TAXI FARES	-	-	-	0.00%
347.40-04	SPECIAL EVENTS	6,525	6,103	7,504	22.96%
**	TOTAL INTERGOVERNMENTAL REVENUES	21,580	25,103	12,904	-48.60%
<i>INTEREST & OTHER INCOME</i>					
361.10-01	INTEREST INCOME	-	28	-	-100.00%
361.10-02	SBA INTEREST	29	-	-	0.00%
366.04-00	OTHER DONATIONS	-	2,000	2,000	0.00%
367.02-00	UNREALIZED GAIN ON INVEST	41	-	-	0.00%
**	TOTAL INTEREST & OTHER INCOME	70	2,028	2,000	-1.38%
<i>OTHER SOURCES</i>					
389.90-00	APPROPRIATED RESERVES	-	(15,604)	13,992	N/A
*	APPROPRIATED RESERVES	-	(15,604)	13,992	N/A
**	TOTAL OTHER SOURCES	-	(15,604)	13,992	N/A
TOTAL COMMUNITY REDEVELOPMENT		146,232	167,834	184,000	9.63%

FUND 105
 DEPT 00
 DIVISION 00

COMMUNITY REDEVELOPMENT-TIF FUND REVENUES

ACCOUNT DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2015-2016
311.01-00 CURRENT	TIF REVENUES	155,104	155,104
337.50-10 TOURISM	ESTIMATED TDC CONTRIBUTIONS TO CRA EVENTS PRO HYDRO-X TOUR HYDRODRAG NATIONALS	2,700 2,700	5,400
347.40-04 SPECIAL EVENT COLLECTIONS	ESTIMATED COLLECTIONS FROM CRA EVENTS ANTIQUE BOAT FESTIVAL	7,504	7,504
361.10-01 INTEREST INCOME	NO AMOUNT BUDGETED	-	-
361.10-02 SBA INTEREST	NO AMOUNT BUDGETED	-	-
366.04-00 OTHER DONATIONS/CONTRIB	SECO DONATION TOWARD PLANES, TRAINS & BBQ EXPENSES	2,000	2,000
367.02-00 UNREALIZED GAIN ON INVEST	NO AMOUNT BUDGETED	-	-
389.90-00 APPROPRIATED RESERVES	APPROPRIATED RESERVES	13,992	13,992

FUND 105
 DEPT See Below
 DIVISION See Below

COMMUNITY REDEVELOPMENT-TIF FUND EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2013-2014	REVISED BUDGET 2014-2015	ADOPTED BUDGET 2015-2016	% CHANGE OVER FY 14-15
5901-ECONOMIC DEVELOPMENT					
<i>SALARIES AND BENEFITS</i>					
559.14-10	OVERTIME	4,125	-	-	0.00%
*	SALARIES AND BENEFITS	4,125	-	-	0.00%
<i>OPERATING EXPENDITURES</i>					
559.34-10	CONTRACTUAL SERVICES	5,000	5,000	5,000	0.00%
559.40-10	TRAVEL & PER DIEM	1,653	3,600	5,400	50.00%
559.48-60	SPONSORED EVENTS	71,656	77,000	60,000	-22.08%
559.49-10	ADVERTISING	1,125	2,000	4,400	120.00%
559.52-11	DURABLE GOODS	-	6,000	13,000	116.67%
559.52-85	EXP RELATED TO TIF DIST	175	200	200	0.00%
559.55-30	INDIVIDUAL PROPERTY GRANT	-	4,000	20,000	400.00%
559.59-05	TRANSER TO MARINA/SEAPLANE	65,034	70,034	76,000	8.52%
559.59-13	BAD DEBT	975	-	-	0.00%
*	OPERATING EXPENDITURES	145,618	167,834	184,000	9.63%
<i>TRANSFERS & REIMBURSEMENTS</i>					
559.91-17	DUE TO CAPITAL PROJ FUND	74,954	-	-	0.00%
*	TRANSFERS & REIMBURSEMENTS	74,954	-	-	
TOTAL	5901-ECONOMIC DEVELOPMENT	224,697	167,834	184,000	9.63%
TOTAL	COMMUNITY REDEVELOPMENT	224,697	167,834	184,000	9.63%

FUND 105
 DEPT See Below
 DIVISION See Below

COMMUNITY REDEVELOPMENT-TIF FUND EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2015-2016
ECONOMIC DEVELOPMENT			
559.14-10 OVERTIME	NO AMOUNT BUDGETED	-	-
559.34-10 CONTRACTUAL SERVICES	PLANES, TRAINS & BBQ COORDINATOR	5,000	5,000
559.40-10 TRAVEL & PER DIEM	AAAE CONFERENCE CRA WORKSHOPS / TRAINING ECONOMIC DEVELOPMENT SEMINAR AMERICA IN BLOOM PROGRAM FLORICULTURE FIELD DAY	2,000 1,000 1,000 1,000 400	5,400
559.48-60 SPONSORED EVENTS	AFRICAN AMERICAN HERITAGE FESTIVAL DRAGONBOAT FESTIVAL PLANES, TRAINS & BBQ AIRSHOW SEAPLANE FLY-IN: SPRING & FALL HYDRODRAG NATIONALS HYDRODRAG QUALIFIERS JUNIOR BASSMASTERS TBD EVENT SIGNATURE FALL EVENT	1,000 5,000 15,000 10,000 5,000 5,000 1,000 8,000 10,000	60,000
559.49-10 ADVERTISING	EVENT SEASON PLANES, TRAINS & BBQ CHAMBER EXPO SEAPLANE BASE PROMOTIONAL ITEMS FACADE GRANT REACH OUT EMAIL MARKETING SYSTEM	1,000 500 400 1,200 500 800	4,400
559.52-11 DURABLE GOODS	BASKET PROGRAM SPECIALTY SIGNAGE FOR WOOTON PARK PROJECT LANDSCAPE FEATURES FOR WOOTON PARK PROJECT	5,000 3,000 5,000	13,000
559.52-85 EXP RELATED TO TIF DIST	SPECIAL DISTRICT CERTIFICATION	200	200
559.55-30 INDIVIDUAL PROPERTY GRANT	FACADE GRANT IMPROVEMENT PROGRAM (5)	20,000	20,000
559.59-05 TRANSFER TO MARINA/SEAPLAN	TRANSFER TO MARINA / SEAPLANE BASE	76,000	76,000
559.59-13 BAD DEBT	NO AMOUNT BUDGETED	-	-
559.91-17 DUE TO CAPITAL PROJ FUND	NO AMOUNT BUDGETED	-	-

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SPECIAL EVENTS

FUND 106



Budget Summary

<i>Department Summary</i>	Audited Actuals 2013-2014	Revised Budget 2014-2015	Adopted Budget 2015-2016	% Change Over FY 14-15
Economic Development-5901				
Operating Expenses	-	-	-	0.00%
Grand Total Special Events	\$ -	\$ -	\$ -	0.00%

FUND 106
 DEPT 00
 DIVISION 00

SPECIAL EVENTS FUND REVENUES

<u>ACCT #</u>	<u>ACCOUNT DESCRIPTION</u>	<u>AUDITED ACTUALS 2013-2014</u>	<u>REVISED BUDGET 2014-215</u>	<u>ESTIMATED REVENUE 2015-2016</u>	<u>% CHANGE OVER FY 14-15</u>
<i>CHARGES FOR SERVICES</i>					
347.40-04	SPECIAL EVENT COLLECTIONS	-	-	-	0.00%
**	TOTAL CHARGES FOR SERVICES	-	-	-	0.00%
<i>INTEREST & OTHER INCOME</i>					
361.10-01	INTEREST INCOME	-	-	-	0.00%
**	TOTAL INTEREST & OTHER INCOME	-	-	-	0.00%
<i>MISCELLANEOUS INCOME</i>					
369.10-01	MISCELLANEOUS REVENUE	-	-	-	0.00%
**	TOTAL MISCELLANEOUS REVENUE	-	-	-	0.00%
<i>OTHER SOURCES</i>					
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

SPECIAL EVENTS FUND REVENUES

<u>ACCOUNT DESCRIPTION</u>	<u>COMMENTS</u>	<u>DETAIL</u>	<u>ADOPTED BUDGET 2015-2016</u>
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
 DEPT 59
 DIVISION 01

SPECIAL EVENTS FUND EXPENDITURES

<u>ACCT #</u>	<u>ACCOUNT DESCRIPTION</u>	<u>AUDITED ACTUALS 2013-2014</u>	<u>REVISED BUDGET 2014-2015</u>	<u>ADOPTED BUDGET 2015-2016</u>	<u>% CHANGE OVER FY 14-15</u>
<i>OPERATING EXPENDITURES</i>					
559.55-20	PROGRAM COSTS	-	-	-	0.00%
*	OPERATING EXPENDITURES	-	-	-	0.00%
TOTAL	SPECIAL EVENTS	-	-	-	0.00%

FUND 106
DEPT 59
DIVISION 01

SPECIAL EVENTS FUND EXPENDITURE JUSTIFICATION

<u>ACCOUNT DESCRIPTION</u>	<u>COMMENTS</u>	<u>DETAIL</u>	<u>ADOPTED BUDGET 2015-2016</u>
559.55-20 PROGRAM COSTS	NO AMOUNT BUDGETED	-	-

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POLICE IMPACTS

FUND 110



Budget Summary

	Audited Actuals 2013-2014	Revised Budget 2014-2015	Adopted Budget 2015-2016	% Change Over FY 14-15
<i>Department Summary</i>				
Police Services-2101				
Operating Expenses	-	-	10,000	100.00%
Capital Expenses	-	-	-	0.00%
Debt	-	-	-	0.00%
Grand Total Police	\$ -	\$ -	\$ 10,000	100.00%

FUND 110
 DEPT 00
 DIVISION 00

POLICE IMPACT FEE FUND REVENUES

<u>ACCT #</u>	<u>ACCOUNT DESCRIPTION</u>	<u>AUDITED ACTUALS 2013-2014</u>	<u>REVISED BUDGET 2014-215</u>	<u>ESTIMATED REVENUE 2015-2016</u>	<u>% CHANGE OVER FY 14-15</u>
<i>INTEREST & OTHER INCOME</i>					
361.10-01	INTEREST INCOME	-	20	-	-100.00%
361.10-02	SBA INTEREST	4	-	-	0.00%
367.02-00	UNREALIZED GAIN ON INVEST	67	-	-	0.00%
**	TOTAL INTEREST & OTHER INCOME	<u>71</u>	<u>20</u>	<u>-</u>	<u>-100.00%</u>
<i>IMPACT FEES</i>					
363.22-01	POLICE IMPACT FEES	47,507	22,614	30,000	32.66%
363.22-92	CRA CREDITS-POLICE	(22,134)	-	-	0.00%
**	TOTAL IMPACT FEES	<u>25,373</u>	<u>22,614</u>	<u>30,000</u>	<u>32.66%</u>
<i>OTHER SOURCES</i>					
389.90-00	APPROPRIATED RESERVES	-	(22,634)	(20,000)	N/A
*	APPROPRIATED RESERVES	-	(22,634)	(20,000)	N/A
**	TOTAL OTHER SOURCES	<u>-</u>	<u>(22,634)</u>	<u>(20,000)</u>	<u>N/A</u>
TOTAL POLICE IMPACTS		<u>25,444</u>	<u>-</u>	<u>10,000</u>	<u>100.00%</u>

FUND 110
DEPT 00
DIVISION 00

POLICE IMPACT FEE FUND REVENUES

<u>ACCOUNT DESCRIPTION</u>	<u>COMMENTS</u>	<u>DETAIL</u>	<u>ADOPTED BUDGET 2015-2016</u>
361.10-01 INTEREST INCOME	NO AMOUNT BUDGETED	-	-
361.10-02 SBA INTEREST	NO AMOUNT BUDGETED	-	-
363.22-01 POLICE IMPACT FEES	ESTIMATED IMPACT FEE COLLECTIONS	30,000	30,000
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 REVENUES	(20,000)	(20,000)

FUND 110
 DEPT 21
 DIVISION 01

POLICE PUBLIC SAFETY IMPACT EXPENDITURES

<u>ACCT #</u>	<u>ACCOUNT DESCRIPTION</u>	<u>AUDITED ACTUALS 2013-2014</u>	<u>REVISED BUDGET 2014-2015</u>	<u>ADOPTED BUDGET 2015-2016</u>	<u>% CHANGE OVER FY 14-15</u>
	<i>OPERATING EXPENDITURES</i>				
521.34-10	CONTRACTUAL SERVICES	-	-	10,000	100.00%
*	OPERATING EXPENDITURES	-	-	10,000	100.00%
	TOTAL POLICE PUBLIC SAFETY	-	-	10,000	100.00%

FUND 110
DEPT 21
DIVISION 01

POLICE PUBLIC SAFETY IMPACT EXPENDITURE JUSTIFICATION

<u>ACCOUNT DESCRIPTION</u>	<u>COMMENTS</u>	<u>DETAIL</u>	<u>ADOPTED BUDGET 2015-2016</u>
521.34-10 CONTRACTUAL SERVICES	RATE STUDY FOR FIRE, POLICE, AND PARKS IMPACT FEES	10,000	10,000

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FIRE IMPACTS

FUND 111



Budget Summary

	Audited Actuals 2013-2014	Revised Budget 2014-2015	Adopted Budget 2015-2016	% Change Over FY 14-15
<i>Department Summary</i>				
Fire Services-2201				
Operating Expenses	-	-	10,000	100.00%
Capital Expenses	-	-	-	0.00%
Debt	-	-	-	0.00%
Grand Total Fire	\$ -	\$ -	\$ 10,000	100.00%

FUND 111
 DEPT 00
 DIVISION 00

FIRE IMPACT FEE FUND REVENUES

<u>ACCT #</u>	<u>ACCOUNT DESCRIPTION</u>	<u>AUDITED ACTUALS 2013-2014</u>	<u>REVISED BUDGET 2014-215</u>	<u>ESTIMATED REVENUE 2015-2016</u>	<u>% CHANGE OVER FY 14-15</u>
<i>INTEREST & OTHER INCOME</i>					
361.10-01	INTEREST INCOME	-	20	-	-100.00%
**	TOTAL INTEREST & OTHER INCOME	-	20	-	-100.00%
<i>IMPACT FEES</i>					
363.22-02	FIRE IMPACT FEES	88,881	14,093	56,000	297.36%
363.22-93	CRA CREDITS-FIRE	(40,074)	-	-	0.00%
**	TOTAL IMPACT FEES	<u>48,807</u>	<u>14,093</u>	<u>56,000</u>	<u>297.36%</u>
<i>OTHER SOURCES</i>					
389.90-00	APPROPRIATED RESERVES	-	14,113	(46,000)	-425.94%
*	APPROPRIATED RESERVES	-	14,113	(46,000)	-425.94%
**	TOTAL OTHER SOURCES	-	14,113	<u>(46,000)</u>	<u>-425.94%</u>
TOTAL FIRE IMPACTS		<u>48,807</u>	<u>28,226</u>	<u>10,000</u>	<u>-64.57%</u>

FUND 111
DEPT 00
DIVISION 00

FIRE IMPACT FEE FUND REVENUES

<u>ACCOUNT DESCRIPTION</u>	<u>COMMENTS</u>	<u>DETAIL</u>	<u>ADOPTED BUDGET 2015-2016</u>
361.10-01 INTEREST INCOME	NO AMOUNT BUDGETED	-	-
363.22-02 FIRE IMPACT FEES	ESTIMATED FIRE IMPACT FEE COLLECTIONS	56,000	56,000
363.22-93 CRA CREDITS-FIRE	NO AMOUNT BUDGETED	-	-
389.90-00 APPROPRIATED RESERVES	UNAPPROPRIATED REVENUES	(46,000)	(46,000)

FUND 111
 DEPT 22
 DIVISION 01

FIRE PUBLIC SAFETY IMPACT EXPENDITURES

<u>ACCT #</u>	<u>ACCOUNT DESCRIPTION</u>	<u>AUDITED ACTUALS 2013-2014</u>	<u>REVISED BUDGET 2014-2015</u>	<u>ADOPTED BUDGET 2015-2016</u>	<u>% CHANGE OVER FY 14-15</u>
<i>OPERATING EXPENDITURES</i>					
522.34-10	CONTRACTUAL SERVICES	-	-	10,000	100.00%
*	OPERATING EXPENDITURES	-	-	10,000	100.00%
TOTAL FIRE PUBLIC SAFETY		-	-	10,000	100.00%

FUND 111
DEPT 22
DIVISION 01

FIRE PUBLIC SAFETY IMPACT EXPENDITURE JUSTIFICATION

<u>ACCOUNT DESCRIPTION</u>	<u>COMMENTS</u>	<u>DETAIL</u>	<u>ADOPTED BUDGET 2015-2016</u>
522.34-10 CONTRACTUAL SERVICES	RATE STUDY FOR FIRE, POLICE, AND PARKS IMPACT FEES	10,000	10,000

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POLICE FORFEITURES-STATE

FUND 112



Budget Summary

	Audited Actuals 2013-2014	Revised Budget 2014-2015	Adopted Budget 2015-2016	% Change Over FY 14-15
<i>Department Summary</i>				
Police Services-2101				
Personal Services	-	-	-	0.00%
Operating Expenses	8,013	-	-	0.00%
Capital Expenses	-	6,525	-	-100.00%
Grand Total Police	\$ 8,013	\$ 6,525	\$ -	-100.00%

FUND 112
 DEPT 00
 DIVISION 00

POLICE FORFEITURE-STATE FUND REVENUES

<u>ACCT #</u>	<u>ACCOUNT DESCRIPTION</u>	<u>AUDITED ACTUALS 2013-2014</u>	<u>REVISED BUDGET 2014-215</u>	<u>ESTIMATED REVENUE 2015-2016</u>	<u>% CHANGE OVER FY 14-15</u>
<i>FINES & FORFEITURES</i>					
351.10-00	JUDGMENTS & FINES	257	-	-	0.00%
**	TOTAL FINES & FORFEITURES	<u>257</u>	<u>-</u>	<u>-</u>	<u>0.00%</u>
<i>OTHER SOURCES</i>					
389.90-00	APPROPRIATED RESERVES	-	6,525	-	-100.00%
*	APPROPRIATED RESERVES	-	6,525	-	-100.00%
**	TOTAL OTHER SOURCES	<u>-</u>	<u>6,525</u>	<u>-</u>	<u>-100.00%</u>
TOTAL POLICE FORFEITURE-STATE		<u>257</u>	<u>6,525</u>	<u>-</u>	<u>-100.00%</u>

FUND 112
DEPT 00
DIVISION 00

POLICE FORFEITURE-STATE FUND REVENUES

<u>ACCOUNT DESCRIPTION</u>	<u>COMMENTS</u>	<u>DETAIL</u>	<u>ADOPTED BUDGET 2015-2016</u>
351.10-00 POLICE JUDGMENTS & FINES	NO AMOUNT BUDGETED	-	-
389.90-00 APPROPRIATED RESERVES	NO AMOUNT BUDGETED	-	-

FUND 112
 DEPT 21
 DIVISION SEE BELOW

POLICE FORFEITURE-STATE FUND EXPENDITURES

<u>ACCT #</u>	<u>ACCOUNT DESCRIPTION</u>	<u>AUDITED ACTUALS 2013-2014</u>	<u>REVISED BUDGET 2014-2015</u>	<u>ADOPTED BUDGET 2015-2016</u>	<u>% CHANGE OVER FY 14-15</u>
2101-POLICE SERVICES					
<i>OPERATING EXPENDITURES</i>					
521.52-10	OPERATING SUPPLIES	13	-	-	0.00%
521.52-11	DURABLE GOODS	8,000	-	-	0.00%
*	OPERATING EXPENDITURES	<u>8,013</u>	<u>-</u>	<u>-</u>	<u>0.00%</u>
<i>CAPITAL EXPENDITURES</i>					
521.64-10	EQUIP - REPLACEMENT	-	6,525	-	-100.00%
*	CAPITAL EXPENDITURES	<u>-</u>	<u>6,525</u>	<u>-</u>	<u>-100.00%</u>
TOTAL POLICE		<u>8,013</u>	<u>6,525</u>	<u>-</u>	<u>-100.00%</u>
TOTAL POLICE FORFEITURE-STATE		<u><u>8,013</u></u>	<u><u>6,525</u></u>	<u><u>-</u></u>	<u><u>-100.00%</u></u>

FUND 112
DEPT 21
DIVISION See Below

POLICE FORFEITURE-STATE FUND EXPENDITURE JUSTIFICATION

<u>ACCOUNT DESCRIPTION</u>	<u>COMMENTS</u>	<u>DETAIL</u>	<u>ADOPTED BUDGET 2015-2016</u>
POLICE SERVICES			
521.52-10 OPERATING SUPPLIES	NO AMOUNT BUDGETED	-	-
521.52-11 DURABLE GOODS	NO AMOUNT BUDGETED	-	-
521.64-10 EQUIP - REPLACEMENT	NO AMOUNT BUDGETED	-	-

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POLICE

FORFEITURES-FEDERAL

FUND 113



Budget Summary

	Audited Actuals 2013-2014	Revised Budget 2014-2015	Adopted Budget 2015-2016	% Change Over FY 14-15
<i>Department Summary</i>				
Police Services-2101	-	-	-	0.00%
Personal Services	-	-	-	0.00%
Operating Expenses	-	-	-	0.00%
Capital Expenses	-	-	-	0.00%
Grand Total Police	\$ -	\$ -	\$ -	0.00%

FUND 113
 DEPT 00
 DIVISION 00

POLICE FORFEITURE-FEDERAL FUND REVENUES

<u>ACCT #</u>	<u>ACCOUNT DESCRIPTION</u>	<u>AUDITED ACTUALS 2013-2014</u>	<u>REVISED BUDGET 2014-215</u>	<u>ESTIMATED REVENUE 2015-2016</u>	<u>% CHANGE OVER FY 14-15</u>
<i>FINES & FORFEITURES</i>					
351.10-00	JUDGMENTS & FINES	-	-	-	0.00%
**	TOTAL FINES & FORFEITURES	-	-	-	0.00%
<i>INTEREST & OTHER INCOME</i>					
361.10-01	INTEREST INCOME	-	-	-	0.00%
**	TOTAL INTEREST & OTHER INCOME	-	-	-	0.00%
<i>OTHER SOURCES</i>					
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

POLICE FORFEITURE-FEDERAL FUND REVENUES

<u>ACCOUNT DESCRIPTION</u>	<u>COMMENTS</u>	<u>DETAIL</u>	<u>ADOPTED BUDGET 2015-2016</u>
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
 DEPT 21
 DIVISION 01

POLICE FORFEITURE-FEDERAL FUND EXPENDITURES

<u>ACCT #</u>	<u>ACCOUNT DESCRIPTION</u>	<u>AUDITED ACTUALS 2013-2014</u>	<u>REVISED BUDGET 2014-2015</u>	<u>ADOPTED BUDGET 2015-2016</u>	<u>% CHANGE OVER FY 14-15</u>
<i>SALARIES AND BENEFITS</i>					
521.14-10	OVERTIME	-	-	-	0.00%
*	SALARIES AND BENEFITS	-	-	-	0.00%
<i>CAPITAL EXPENDITURES</i>					
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

POLICE FORFEITURE-FEDERAL FUND EXPENDITURE JUSTIFICATION

<u>ACCOUNT DESCRIPTION</u>	<u>COMMENTS</u>	<u>DETAIL</u>	<u>ADOPTED BUDGET 2015-2016</u>
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

<i>Department Summary</i>	Audited Actuals 2013-2014	Revised Budget 2014-2015	Adopted Budget 2015-2016	% Change Over FY 14-15
Parks & Rec-7201				
Operating Expenses	-	-	10,000	100.00%
Capital Expenses	-	-	10,000	100.00%
Debt	-	-	-	0.00%
Transfers & Other	-	-	-	0.00%
Grand Total Parks & Rec	\$ -	\$ -	\$ 20,000	100.00%

FUND 114
 DEPT 00
 DIVISION 00

PARKS & RECREATION IMPACT FEE FUND REVENUES

<u>ACCT #</u>	<u>ACCOUNT DESCRIPTION</u>	<u>AUDITED ACTUALS 2013-2014</u>	<u>REVISED BUDGET 2014-215</u>	<u>ESTIMATED REVENUE 2015-2016</u>	<u>% CHANGE OVER FY 14-15</u>
<i>IMPACT FEES</i>					
363.22-03	PARKS & RECREATION IMPACT	75,049	-	48,000	100.00%
363.22-94	CRA CREDITS - PARK IMPACT	(30,377)	-	-	0.00%
**	TOTAL IMPACT FEES	<u>44,672</u>	<u>-</u>	<u>48,000</u>	<u>100.00%</u>
<i>OTHER SOURCES</i>					
389.90-00	APPROPRIATED RESERVES	-	-	(28,000)	N/A
*	APPROPRIATED RESERVES	-	-	(28,000)	N/A
**	TOTAL OTHER SOURCES	<u>-</u>	<u>-</u>	<u>(28,000)</u>	<u>N/A</u>
TOTAL PARKS & REC IMPACT FEE		<u>44,672</u>	<u>-</u>	<u>20,000</u>	<u>100.00%</u>

FUND 114
DEPT 00
DIVISION 00

PARKS & RECREATION IMPACT FEE FUND REVENUES

<u>ACCOUNT DESCRIPTION</u>	<u>COMMENTS</u>	<u>DETAIL</u>	<u>ADOPTED BUDGET 2015-2016</u>
363.22-03 PARKS & RECREATION IMPACT	ESTIMATED IMPACT FEE COLLECTIONS	48,000	48,000
363.22-94 CRA CREDITS - PARK IMPACT	NO AMOUNT BUDGETED	-	-
389.90-00 APPROPRIATED RESERVES	NON APPROPRIATED REVENUES	(28,000)	(28,000)

FUND 114
 DEPT 72
 DIVISION 01

PARKS & RECREATION IMPACT FEE EXPENDITURES

<u>ACCT #</u>	<u>ACCOUNT DESCRIPTION</u>	<u>AUDITED ACTUALS 2013-2014</u>	<u>REVISED BUDGET 2014-2015</u>	<u>ADOPTED BUDGET 2015-2016</u>	<u>% CHANGE OVER FY 14-15</u>
<i>OPERATING EXPENDITURES</i>					
572.34-10	CONTRACTUAL SERVICES	-	-	10,000	100.00%
*	OPERATING EXPENDITURES	-	-	10,000	100.00%
<i>CAPITAL EXPENDITURES</i>					
572.64-25	FUTURE PROJECTS	-	-	10,000	100.00%
*	CAPITAL EXPENDITURES	-	-	10,000	100.00%
TOTAL	PARKS IMPACTS	-	-	20,000	100.00%

FUND 114
DEPT 72
DIVISION 01

PARKS & RECREATION IMPACT FEE EXPENDITURE JUSTIFICATION

<u>ACCOUNT DESCRIPTION</u>	<u>COMMENTS</u>	<u>DETAIL</u>	<u>ADOPTED BUDGET 2015-2016</u>
572.34-10 CONTRACTUAL SERVICES	RATE STUDY FOR FIRE, POLICE, AND PARKS IMPACT FEES	10,000	10,000
572.64-25 FUTURE PROJECTS	WOOTON PARK PROJECT (GEN OBLIG) AREA	10,000	10,000

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FREEDOM FLAG MAINTENANCE FUND

FUND 117



Fund Established in Fiscal Year 2013

Budget Summary

<i>Department Summary</i>	Audited Actuals 2013-2014	Revised Budget 2014-2015	Adopted Budget 2015-2016	% Change Over FY 14-15
Parks & Rec-7201				
Operating Expenses	3,119	11,120	7,208	-35.18%
Capital Expenses	-	-	-	0.00%
Debt	-	-	-	0.00%
Transfers & Other	-	-	-	0.00%
Grand Total Parks & Rec	\$ 3,119	\$ 11,120	\$ 7,208	-35.18%

FUND 117
 DEPT 00
 DIVISION 00

FREEDOM FLAG MAINTENANCE FUND REVENUES

<u>ACCT #</u>	<u>ACCOUNT DESCRIPTION</u>	<u>AUDITED ACTUALS 2013-2014</u>	<u>REVISED BUDGET 2014-215</u>	<u>ESTIMATED REVENUE 2015-2016</u>	<u>% CHANGE OVER FY 14-15</u>
<i>OTHER SOURCES</i>					
366.06-00	FOUNT/FLAG POLE DONATIONS	-	-	-	0.00%
389.90-00	APPROPRIATED RESERVES	3,119	11,120	7,208	0.00%
*	APPROPRIATED RESERVES	3,119	11,120	7,208	0.00%
**	TOTAL OTHER SOURCES	3,119	11,120	7,208	0.00%
TOTAL FREEDOM FLAG MAINTENANCE FUND		3,119	11,120	7,208	0.00%

FUND 117
DEPT 00
DIVISION 00

FREEDOM FLAG MAINTENANCE FUND REVENUES

<u>ACCOUNT DESCRIPTION</u>	<u>COMMENTS</u>	<u>DETAIL</u>	<u>ADOPTED BUDGET 2015-2016</u>
366.06-00 FOUNT/FLAG POLE DONATIONS	NO AMOUNT BUDGETED	-	-
389.90-00 APPROPRIATED RESERVES	APPROPRIATED RESERVES	7,208	7,208

FUND 117
 DEPT 41
 DIVISION 01

FREEDOM FLAG MAINTENANCE FUND EXPENDITURES

<u>ACCT #</u>	<u>ACCOUNT DESCRIPTION</u>	<u>AUDITED ACTUALS 2013-2014</u>	<u>REVISED BUDGET 2014-2015</u>	<u>ADOPTED BUDGET 2015-2016</u>	<u>% CHANGE OVER FY 14-15</u>
<i>OPERATING EXPENDITURES</i>					
541.46-25	MISCELLANEOUS	-	10,000	6,088	-39.12%
541.52-10	OPERATING SUPPLIES	3,119	1,120	1,120	0.00%
*	OPERATING EXPENDITURES	3,119	11,120	7,208	-35.18%
**TOTAL	FREEDOM FLAG MAINT FUND	3,119	11,120	7,208	-35.18%

FUND 117
DEPT 41
DIVISION 01

FREEDOM FLAG MAINTENANCE FUND EXPENDITURE JUSTIFICATION

<u>ACCOUNT DESCRIPTION</u>	<u>COMMENTS</u>	<u>DETAIL</u>	<u>ADOPTED BUDGET 2015-2016</u>
541.46-25 MISCELLANEOUS	MAINTENANCE (I.E. PLANTS, GROUND COVER, MULCH, IRRIGATION, LIGHTING, FLAG POLE)	6,088	6,088
541.52-10 OPERATING SUPPLIES	FLAG REPLACEMENTS	1,120	1,120

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Community Theater

FUND 118



Fund Established in Fiscal Year 2014

Budget Summary

<i>Department Summary</i>	Audited Actuals 2013-2014	Revised Budget 2014-2015	Adopted Budget 2015-2016	% Change Over FY 14-15
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



Fund Established October 1, 2012

Budget Summary

<i>Department Summary</i>	Audited Actuals 2013-2014	Revised Budget 2014-2015	Adopted Budget 2015-2016	% Change Over FY 14-15
Fire Assessment				
Operating Expenses	1,365,015	1,619,134	1,619,134	0.00%
Capital Expenses	-	-	-	0.00%
Debt	-	-	-	0.00%
Transfers & Other	-	-	-	0.00%
Grand Total Fire Assessment	\$ 1,365,015	\$ 1,619,134	\$ 1,619,134	0.00%

FUND 122
 DEPT 00
 DIVISION 00

FIRE ASSESSMENT FEE FUND REVENUES

<u>ACCT #</u>	<u>ACCOUNT DESCRIPTION</u>	<u>AUDITED ACTUALS 2013-2014</u>	<u>REVISED BUDGET 2014-215</u>	<u>ESTIMATED REVENUE 2015-2016</u>	<u>% CHANGE OVER FY 14-15</u>
<i>INTEREST & OTHER INCOME</i>					
361.10-01	INTEREST INCOME	-	-	-	0.00%
363.10-01	FIRE ASSESSMENTS	1,532,466	1,619,134	1,619,134	0.00%
**	TOTAL INTEREST & OTHER INCOME	<u>1,532,466</u>	<u>1,619,134</u>	<u>1,619,134</u>	<u>0.00%</u>
TOTAL FIRE ASSESSMENT FEE		<u>1,532,466</u>	<u>1,619,134</u>	<u>1,619,134</u>	<u>0.00%</u>

FUND 122
DEPT 00
DIVISION 00

FIRE ASSESSMENT FEE FUND REVENUES

<u>ACCOUNT DESCRIPTION</u>	<u>COMMENTS</u>	<u>DETAIL</u>	<u>ADOPTED BUDGET 2015-2016</u>
363.10-01 FIRE ASSESSMENTS	FIRE ASSESSMENTS ON REAL PROPERTY WITH STRUCTURES GOVERNMENT & EXEMPT ORGANIZATIONS EXEMPT	1,619,134	1,619,134

FUND 122
 DEPT 22
 DIVISION 01

FIRE ASSESSMENT FEE EXPENDITURES

<u>ACCT #</u>	<u>ACCOUNT DESCRIPTION</u>	<u>AUDITED ACTUALS 2013-2014</u>	<u>REVISED BUDGET 2014-2015</u>	<u>ADOPTED BUDGET 2015-2016</u>	<u>% CHANGE OVER FY 14-15</u>
<i>OPERATING EXPENDITURES</i>					
522.59-13	BAD DEBT	12,441	-	-	0.00%
522.59-20	REIMBURSEMENT TO GENERAL FUND	1,352,574	1,619,134	1,619,134	0.00%
*	OPERATING EXPENDITURES	<u>1,365,015</u>	<u>1,619,134</u>	<u>1,619,134</u>	0.00%
TOTAL	FIRE ASSESSMENT FEE	<u>1,365,015</u>	<u>1,619,134</u>	<u>1,619,134</u>	0.00%

FUND 122
DEPT 22
DIVISION 01

FIRE ASSESSMENT FEE EXPENDITURE JUSTIFICATION

<u>ACCOUNT DESCRIPTION</u>	<u>COMMENTS</u>	<u>DETAIL</u>	<u>ADOPTED BUDGET 2015-2016</u>
522.59-13 BAD DEBT	NO AMOUNT BUDGETED	-	-
522.91-01 TRANSFERS TO GENERAL FUND	TRANSFER (NET) TO GENERAL FUND	1,619,134	1,619,134

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INFRASTRUCTURE SALES TAX

FUND 150

Budget Summary

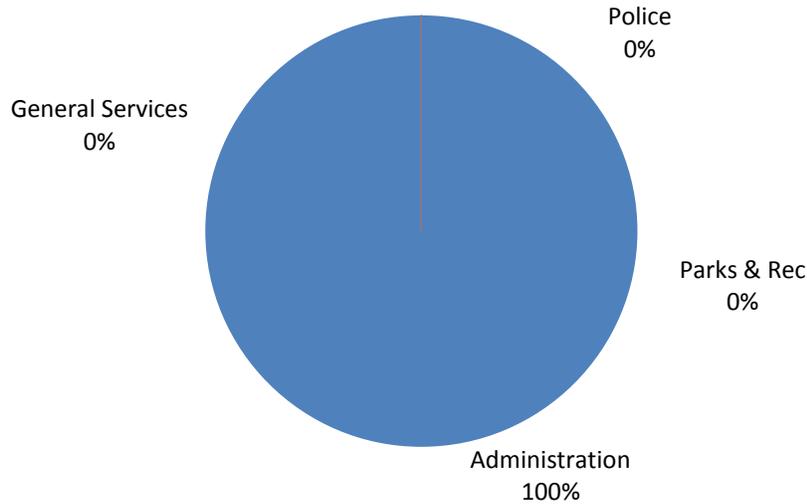
<i>Department Summary</i>	Audited Actuals 2013-2014	Revised Budget 2014-2015	Adopted Budget 2015-2016	% Change Over FY 14-15
Administration-12				
Operating Expenses	-	-	-	0.00%
Capital Expenses	-	-	-	0.00%
Debt	1,311,945	1,344,990	1,351,573	0.49%
Total Administration	<u>1,311,945</u>	<u>1,344,990</u>	<u>1,351,573</u>	0.49%
Police-21				
Capital Expenses	-	-	-	0.00%
Total Police	<u>-</u>	<u>-</u>	<u>-</u>	0.00%
General Services-41				
Operating Expenses	-	-	-	0.00%
Capital Expenses	-	58,407	-	0.00%
Total General Services	<u>-</u>	<u>58,407</u>	<u>-</u>	0.00%
Parks & Recreation-72				
Capital Expenses	-	-	-	0.00%
Total Parks & Rec	<u>-</u>	<u>-</u>	<u>-</u>	0.00%
Grand Total Infrastructure	<u>\$ 1,311,945</u>	<u>\$ 1,403,397</u>	<u>\$ 1,351,573</u>	<u>-3.69%</u>

FUND 150

Budget Summary (continued)

Department	Audited Actuals 2013-2014	Revised Budget 2014-2015	Adopted Budget 2015-2016	% Change Over FY 14-15
Administration	1,311,945	1,344,990	1,351,573	0.49%
Police	0	0	0	0.00%
General Services	0	58,407	0	-100.00%
Parks & Rec	0	0	0	0.00%
Grand Total Infrastructure	\$ 1,311,945	\$ 1,403,397	\$ 1,351,573	-3.69%
<i>Category Summary</i>				
Operating Expenses	0	0	0	0.00%
Capital Expenses	0	58,407	0	-100.00%
Debt	1,311,945	1,344,990	1,351,573	0.49%
Grand Total Infrastructure	\$ 1,311,945	\$ 1,403,397	\$ 1,351,573	-3.69%

Fund 150



FUND 150
 DEPT 00
 DIVISION 00

INFRASTRUCTURE SALES TAX REVENUES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2013-2014	REVISED BUDGET 2014-215	ESTIMATED REVENUE 2015-2016	% CHANGE OVER FY 14-15
<i>TAXES</i>					
312.60-00	INFRASTRUCTURE SURTAX	1,205,751	1,230,569	1,317,484	7.06%
**	TOTAL TAXES	1,205,751	1,230,569	1,317,484	7.06%
<i>INTEREST & OTHER INCOME</i>					
361.10-02	SBA INTEREST	281	400	-	-100.00%
367.02-00	UNREALIZED GAIN ON INVEST	2,061	-	-	0.00%
**	TOTAL INTEREST & OTHER INCOME	2,342	400	-	-100.00%
<i>TRANSFER & REIMBURSEMENTS</i>					
381.01-01	TRANSFERS FROM GEN FUND	237,371	65,340	47,573	-27.19%
*	TRANSFERS & REIMBURSEMENTS	237,371	65,340	47,573	-27.19%
389.90-00	APPROPRIATED RESERVES	-	107,088	(13,484)	-112.59%
*	APPROPRIATED RESERVES	-	107,088	(13,484)	-112.59%
**	TOTAL OTHER SOURCES	237,371	172,428	34,089	-80.23%
TOTAL INFRASTRUCTURE SALES TAX		1,445,464	1,403,397	1,351,573	-3.69%

FUND 150
 DEPT 00
 DIVISION 00

INFRASTRUCTURE SALES TAX REVENUES

ACCOUNT DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2015-2016
312.60-00 INFRASTRUCTURE SURTAX	LOCALLY ASSESSED ONE CENT INFRASTRUCTURE SALES TAX DISTRIBUTED BY THE STATE OF FL	1,317,484	1,317,484
361.10-02 SBA INTEREST	NO AMOUNT BUDGETED	-	-
367.02-00 UNREALIZED GAIN ON INVEST	NO AMOUNT BUDGETED	-	-
381.01-01 TRANSFERS FROM GENERAL	TRANSFER FROM GENERAL FUND TO FUND DEFICIT FOR DEBT SERVICE	47,573	47,573
389.90-00 APPROPRIATED RESERVES	APPROPRIATED RESERVES	(13,484)	(13,484)

FUND 150
DEPT See Below
DIVISION See Below

INFRASTRUCTURE SALES TAX FUND EXPENDITURES

<u>ACCT #</u>	<u>ACCOUNT DESCRIPTION</u>	<u>AUDITED ACTUALS 2013-2014</u>	<u>REVISED BUDGET 2014-2015</u>	<u>ADOPTED BUDGET 2015-2016</u>	<u>% CHANGE OVER FY 14-15</u>
1201-ADMINISTRATION					
<i>DEBT SERVICE</i>					
512.71-05	OTHER-PRINCIPAL	508,617	529,920	549,479	3.69%
512.71-25	SALES TAX REVENUE NOTE-03	565,000	585,000	605,000	3.42%
512.72-05	OTHER-INTEREST	173,217	185,920	174,648	-6.06%
512.72-25	SALES TAX REVENUE NOTE-03	65,111	44,150	22,446	-49.16%
*	DEBT SERVICE	1,311,945	1,344,990	1,351,573	0.49%
TOTAL	1201-ADMINISTRATION	1,311,945	1,344,990	1,351,573	0.49%
4101-GENERAL SERVICES					
<i>CAPITAL EXPENDITURES</i>					
541.64-25	FUTURE PROJECTS	-	58,407	-	-100.00%
*	CAPITAL EXPENDITURES	-	58,407	-	-100.00%
TOTAL	4101-GENERAL SERVICES	-	58,407	-	-100.00%
TOTAL INFRASTRUCTURE SALES TAX		1,311,945	1,403,397	1,351,573	-3.69%

FUND 150
 DEPT See Below
 DIVISION See Below

INFRASTRUCTURE SALES TAX FUND EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2015-2016
1201-ADMINISTRATION			
512.71-05 OTHER	PRINCIPAL PAYMENTS ROAD PAVING NOTE 1.5M		549,479
	10/1/2015	71,000	
	PRINCIPAL PYMTS WOOTON PARK CAP IMP REV NOTE 6.53M		
	2/1/2016	378,000	
	PRINCIPAL PAYMENTS POLICE CARS LEASE 2,014		
	10/1/2015	22,919	
	1/1/2016	22,996	
	4/1/2016	23,072	
	7/1/2016	31,492	
512.71-25 SALES TAX REVENUE NOTE-03	SALES TAX REV NOTE 2003 PRINCIPAL 10-1-16(6M)	605,000	605,000
512.72-05 OTHER	INTEREST PAYMENTS ROAD PAVING NOTE 1.5M		174,648
	10/1/2015	22,736	
	4/1/2016	21,387	
	INTEREST PYMTS WOOTON PK CAP IMP REV NOTE (6.53M)		
	2/1/2016	65,343	
	8/1/2016	60,958	
	INTEREST PAYMENTS POLICE CARS LEASE 214		
	10/1/2015	1,171	
	1/1/2016	1,094	
	4/1/2016	1,018	
	7/1/2016	941	
512.72-25 SALES TAX REVENUE NOTE-03	SALES TAX REVENUE NOTE 2003 INTEREST (6M)		22,446
	10/1/2015	11,223	
	4/1/2016	11,223	

GRANT FUND

FUND 151

Budget Summary

	Audited Actuals 2013-2014	Revised Budget 2014-2015	Adopted Budget 2015-2016	% Change Over FY 14-15
<i>Department Summary</i>				
Community Dev-15				
Operating Expenses	25,000	-	-	0.00%
Capital Expenses	-	-	-	0.00%
Total Comm. Development	25,000	-	-	0.00%
Police Services-21				
Operating Expenses	4,198	5,743	-	-100.00%
Capital Expenses	3,390	-	-	0.00%
Total Police Services	7,588	5,743	-	-100.00%
Fire Services-22				
Operating Expenses	2,255	-	-	0.00%
Capital Expenses	359,593	-	-	0.00%
Total Fire Services	361,848	-	-	0.00%
Stormwater-38				
Operating Expenses	-	2,603,000	-	-100.00%
Capital Expenses	-	-	-	0.00%
Total Stormwater	-	2,603,000	-	-100.00%
General Services-41				
Operating Expenses	-	5,792	-	0.00%
Capital Expenses	24,408	-	-	-100.00%
Total General Services	24,408	5,792	-	-100.00%
Streets & Roads-41				
Operating Expenses	-	-	-	0.00%
Capital Expenses	-	222,305	-	-100.00%
Total Streets & Roads	-	222,305	-	-100.00%
Economic Development-59				
Operating Expenses	1,318,436	-	-	0.00%
Capital Expenses	-	75,000	-	0.00%
Total Economic Develop.	1,318,436	75,000	-	0.00%
Parks & Recreation-72				
Operating Expenses	-	-	-	0.00%
Capital Expenses	5,000	248,000	290,000	16.94%
Total Parks & Rec	5,000	248,000	290,000	16.94%
Grand Total Grant Fund	\$ 1,742,280	\$ 3,159,840	\$ 290,000	-90.82%
<i>Category Summary</i>				
Operating Expenses	1,349,889	2,614,535	-	-100.00%
Capital Expenses	392,391	545,305	290,000	-46.82%
Grand Total Grant Fund	\$ 1,742,280	\$ 3,159,840	\$ 290,000	-90.82%

FUND 151
DEPT 00
DIVISION 00

GRANT FUND REVENUES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2013-2014	REVISED BUDGET 2014-215	ESTIMATED REVENUE 2015-2016	% CHANGE OVER FY 14-15
<i>GRANTS - FEDERAL AND STATE</i>					
331.20-11	BYRNE FORMULA GRANTS	3,569	5,743	-	-100.00%
331.25-10	ASSISTANCE TO FIREFIGHTER	2,255	-	-	0.00%
331.25-12	FEDERAL EOC GRANT	359,593	-	-	0.00%
331.30-00	PHYSICAL ENVIRONMENT	(1,144)	-	-	0.00%
331.49-10	FRA - RAILROAD GRANT	1,318,436	-	-	0.00%
331.50-22	FDOTJPA SR19 SIDEWALK	-	147,305	-	-100.00%
331.60-02	FDEP	-	2,250,000	-	-100.00%
331.70-03	LWCF GRANT	-	-	200,000	100.00%
332.20-21	US DEPT JUSTICE - JAG	-	-	-	0.00%
* FEDERAL GRANTS		<u>1,682,709</u>	<u>2,403,048</u>	<u>200,000</u>	<u>-91.68%</u>
334.41-10	AIRPORT FDOT JPA	-	75,000	-	-100.00%
334.50-01	ECONOMIC PLANNING GRANTS	25,000	-	-	0.00%
* STATE GRANTS		<u>25,000</u>	<u>75,000</u>	<u>-</u>	<u>-100.00%</u>
** TOTAL GRANTS - FEDERAL AND STATE		<u>1,707,709</u>	<u>2,478,048</u>	<u>200,000</u>	<u>-91.93%</u>
<i>INTERGOVERNMENTAL REVENUE</i>					
337.10-10	LAKE COUNTY WATER AUTH.	-	353,000	-	-100.00%
337.50-10	LAKE COUNTY TOURISM	-	248,000	-	-100.00%
337.70-30	CDBG GRANTS	-	75,000	90,000	20.00%
** INTERGOVERNMENTAL REVENUE		<u>-</u>	<u>676,000</u>	<u>90,000</u>	<u>-86.69%</u>
<i>OTHER SOURCES</i>					
389.40-01	LIBRARY PRIVATE GRANT	51,051	-	-	0.00%
389.90-00	APPROPRIATED RESERVES	-	5,792	-	-100.00%
* APPROPRIATED RESERVES		<u>51,051</u>	<u>5,792</u>	<u>-</u>	<u>-100.00%</u>
** TOTAL OTHER SOURCES		<u>51,051</u>	<u>5,792</u>	<u>-</u>	<u>-100.00%</u>
TOTAL GRANT FUND		<u>1,758,760</u>	<u>3,159,840</u>	<u>290,000</u>	<u>-90.82%</u>

FUND 151
 DEPT 00
 DIVISION 00

GRANT FUND REVENUES

ACCOUNT DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2015-2016
*NOTE: GRANT AWARD FUNDING AGREEMENTS ARE REQUIRED BEFORE BUDGET AUTHORITY MAY BE RELEASED FOR FY 2016 GRANT BUDGET ITEMS			
331.20-11	BYRNE FORMULA GRANTS	NO AMOUNT BUDGETED	-
331.25-10	ASSISTANCE TO FIREFIGHTER	NO AMOUNT BUDGETED	-
331.25-12	EMERGENCY OP CENTER GRANT	NO AMOUNT BUDGETED	-
331.30-00	PHYSICAL ENVIRONMENT	NO AMOUNT BUDGETED	-
331.49-10	FRA - RAILROAD GRANT	NO AMOUNT BUDGETED	-
331.50-22	FDOTJPA SR19 SIDEWALK	NO AMOUNT BUDGETED	-
331.60-02	FDEP	NO AMOUNT BUDGETED	-
331.70-03	LWCF GRANT	LWCF GRANT FOR CONCESSION STAND AND RESTROOM COMPLEX AT WOODLEA SPORTS COMPLEX	200,000
334.41-10	AIRPORT FDOT JPA	NO AMOUNT BUDGETED	-
334.50-01	ECONOMIC PLANNING GRANTS	NO AMOUNT BUDGETED	-
337.10-10	LAKE COUNTY WATER AUTH.	NO AMOUNT BUDGETED	-
337.50-10	TOURISM	NO AMOUNT BUDGETED	-
337.70-30	CDBG GRANTS	TAVARES NATURE PARK RESTROOMS (AWAITING AWARD)	90,000
389.40-01	LIBRARY PRIVATE GRANT	NO AMOUNT BUDGETED	-
389.90-00	APPROPRIATED RESERVES	NO AMOUNT BUDGETED	-

FUND 151
 DEPT See Below
 DIVISION See Below

GRANT FUND EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2013-2014	REVISED BUDGET 2014-2015	ADOPTED BUDGET 2015-2016	% CHANGE OVER FY 14-15
1501-COMMUNITY DEVELOPMENT					
<i>OPERATING EXPENDITURES</i>					
515.34-10	CONTRACTUAL SERVICES	25,000	-	-	0.00%
*	OPERATING EXPENDITURES	25,000	-	-	0.00%
TOTAL	1501-COMMUNITY DEVELOPMENT	25,000	-	-	0.00%
2101-POLICE SERVICES					
<i>OPERATING EXPENDITURES</i>					
521.52-10	OPERATING SUPPLIES	108	-	-	0.00%
521.52-11	DURABLE GOODS	4,090	5,743	-	-100.00%
*	OPERATING EXPENDITURES	4,198	5,743	-	-100.00%
<i>CAPITAL EXPENDITURES</i>					
521.64-14	EQUIP - NEW COMPUTERS	1,397	-	-	0.00%
521.64-15	EQUIP - NEW	1,993	-	-	0.00%
*	CAPITAL EXPENDITURES	3,390	-	-	0.00%
TOTAL	2101-POLICE SERVICES	7,588	5,743	-	-100.00%
2201-FIRE SUPPRESSION					
<i>OPERATING EXPENDITURES</i>					
522.52-11	DURABLE GOODS	2,255	-	-	0.00%
*	OPERATING EXPENDITURES	2,255	-	-	0.00%
<i>CAPITAL EXPENDITURES</i>					
522.64-25	FUTURE PROJECTS	359,593	-	-	0.00%
*	CAPITAL EXPENDITURES	359,593	-	-	0.00%
TOTAL	2201-FIRE SERVICES	361,848	-	-	0.00%
3801-STORMWATER					
<i>CAPITAL EXPENDITURES</i>					
538.64-25	FUTURE PROJECTS	-	2,603,000	-	-100.00%
*	CAPITAL EXPENDITURES	-	2,603,000	-	-100.00%
TOTAL	3801-STORMWATER	-	2,603,000	-	-100.00%
4101-GENERAL SERVICES					
<i>OPERATING EXPENDITURES</i>					
541.31-15	ENGINEERING	-	5,792	-	0.00%
*	OPERATING EXPENDITURES	-	5,792	-	0.00%
<i>CAPITAL EXPENDITURES</i>					
541.63-20	SIDEWALK REPAIR/CONST.	24,408	-	-	0.00%
*	CAPITAL EXPENDITURES	24,408	-	-	0.00%
TOTAL	4101-GENERAL SERVICES	24,408	5,792	-	-100.00%

FUND 151
 DEPT See Below
 DIVISION See Below

GRANT FUND EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2013-2014	REVISED BUDGET 2014-2015	ADOPTED BUDGET 2015-2016	% CHANGE OVER FY 14-15
4102-STREETS & ROADS					
<i>CAPITAL EXPENDITURES</i>					
541.63-20	SIDEWALK REPAIR/CONST.	-	147,305	-	-100.00%
541.63-30	PAVING	-	75,000	-	-100.00%
*	CAPITAL EXPENDITURES	-	222,305	-	-100.00%
TOTAL	4102-STREETS & ROADS	-	222,305	-	-100.00%
5901-ECONOMIC DEVELOPMENT					
<i>OPERATING EXPENDITURES</i>					
559.34-10	CONTRACTUAL SERVICES	1,318,436	-	-	0.00%
*	OPERATING EXPENDITURES	1,318,436	-	-	0.00%
<i>CAPITAL EXPENDITURES</i>					
559.64-25	FUTURE PROJECTS	-	75,000	-	-100.00%
*	CAPITAL EXPENDITURES	-	75,000	-	-100.00%
TOTAL	5901-ECONOMIC DEVELOPMENT	1,318,436	75,000	-	-100.00%
7201-PARKS					
<i>CAPITAL EXPENDITURES</i>					
572.63-80	PARK IMPROVEMENTS	5,000	248,000	-	-100.00%
572.64-25	FUTURE PROJECTS	-	-	290,000	100.00%
*	CAPITAL EXPENDITURES	5,000	248,000	290,000	16.94%
TOTAL	7201-PARKS	5,000	248,000	290,000	16.94%
TOTAL GRANT FUND EXPENDITURES		1,742,280	3,159,840	290,000	-90.82%

FUND 151
 DEPT See Below
 DIVISION See Below

GRANT FUND EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2015-2016
1501-COMMUNITY DEVELOPMENT			
515.34-10 CONTRACTUAL SERVICES	NO AMOUNT BUDGETED	-	-
2101-POLICE SERVICES			
521.52-10 OPERATING SUPPLIES	NO AMOUNT BUDGETED	-	-
521.52-11 DURABLE GOODS	NO AMOUNT BUDGETED	-	-
521.64-14 EQUIP - NEW COMPUTERS	NO AMOUNT BUDGETED	-	-
521.64-15 EQUIP - NEW	NO AMOUNT BUDGETED	-	-
2201-FIRE SUPPRESSION			
522.52-11 DURABLE GOODS	NO AMOUNT BUDGETED	-	-
522.64-25 FUTURE PROJECTS	NO AMOUNT BUDGETED	-	-
3801-STORMWATER			
538.64-25 FUTURE PROJECTS	NO AMOUNT BUDGETED	-	-
4101-GENERAL SERVICES			
541.31-15 ENGINEERING	NO AMOUNT BUDGETED	-	-
541.63-20 SIDEWALK REPAIR/CONST.	NO AMOUNT BUDGETED	-	-
4102-STREETS & ROADS			
541.63-20 SIDEWALK REPAIR/CONST.	NO AMOUNT BUDGETED	-	-
541.63-30 PAVING	NO AMOUNT BUDGETED	-	-
5901-ECONOMIC DEVELOPMENT			
559.34-10 CONTRACTUAL SERVICES	NO AMOUNT BUDGETED	-	-
559.64-25 FUTURE PROJECTS	NO AMOUNT BUDGETED	-	-
7201-PARKS			
572.63-80 PARK IMPROVEMENTS	NO AMOUNT BUDGETED	-	-
572.64-25 FUTURE PROJECTS	NO AMOUNT BUDGETED	-	-
PARKS OPERATIONS			
572.64-25 FUTURE PROJECTS	LWCF GRANT FOR CONCESSION STAND AND RESTROOM COMPLEX AT WOODLEA SPORTS COMPLEX	200,000	290,000
	CDBG GRANT FOR TAVARES NATURE PARK RESTROOMS	90,000	

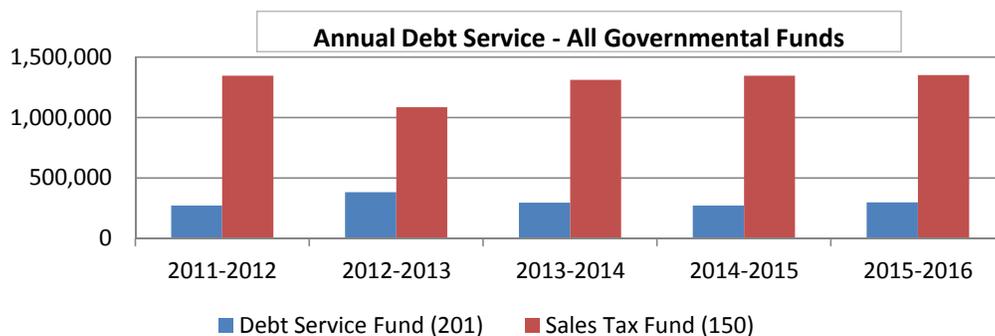
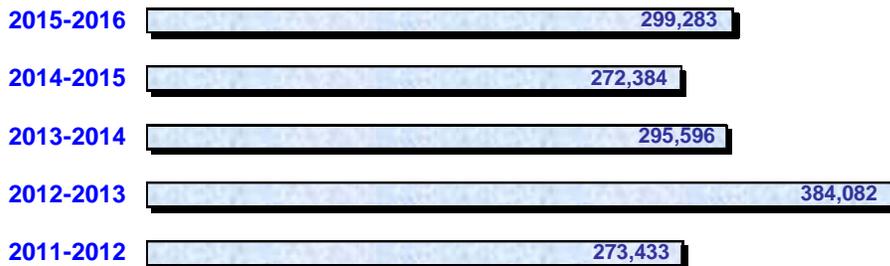
DEBT SERVICE

FUND 201

Budget Summary

<i>Department Summary</i>	Audited Actuals 2013-2014	Revised Budget 2014-2015	Adopted Budget 2015-2016	% Change Over FY 14-15
Administration-1201				
Personal Services	-	-	-	0.00%
Operating Expenses	-	-	-	0.00%
Capital Expenses	-	-	-	0.00%
Debt	295,596	272,384	299,283	9.88%
Transfers & Other	-	-	-	0.00%
Grand Total Debt Service	\$ 295,596	\$ 272,384	\$ 299,283	9.88%

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

DEBT SERVICE FUND REVENUES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2013-2014	REVISED BUDGET 2014-215	ESTIMATED REVENUE 2015-2016	% CHANGE OVER FY 14-15
<i>AD VALOREM TAXES</i>					
311.03-00	DEDICATED DEBT SVC - G.O.	264,187	272,395	272,100	
**	TOTAL AD VALOREM TAXES	<u>264,187</u>	<u>272,395</u>	<u>272,100</u>	<u>-0.11%</u>
<i>INTEREST & OTHER INCOME</i>					
361.10-02	SBA INTEREST	(39)	44	-	-100.00%
367.02-00	UNREALIZED GAIN ON INVEST	(55)	-	-	0.00%
**	TOTAL INTEREST & OTHER INCOME	<u>(94)</u>	<u>44</u>	<u>-</u>	<u>-100.00%</u>
<i>OTHER SOURCES</i>					
381.01-01	TRANSFERS FROM GENERAL	(559,824)	-	27,191	100.00%
*	TRANSFERS IN	<u>(559,824)</u>	<u>-</u>	<u>27,191</u>	<u>100.00%</u>
389.90-00	APPROPRIATED RESERVES	-	(55)	(8)	N/A
*	APPROPRIATED RESERVES	<u>-</u>	<u>(55)</u>	<u>(8)</u>	<u>N/A</u>
**	TOTAL OTHER SOURCES	<u>(559,824)</u>	<u>(55)</u>	<u>27,183</u>	<u>N/A</u>
TOTAL DEBT SERVICE FUND		<u>(295,731)</u>	<u>272,384</u>	<u>299,283</u>	<u>9.88%</u>

FUND 201
DEPT 00
DIVISION 00

DEBT SERVICE FUND REVENUES

<u>ACCOUNT DESCRIPTION</u>	<u>COMMENTS</u>	<u>DETAIL</u>	<u>ADOPTED BUDGET 2015-2016</u>
311.03-00 DEDICATED DEBT SVC - G.O.	DEDICATED DEBT SERVICE - .4068	272,100	272,100
361.10-02 SBA INTEREST	NO AMOUNT BUDGETED	-	-
367.02-00 UNREALIZED GAIN ON INVEST	NO AMOUNT BUDGETED	-	-
381.01-01 TRANSFERS FROM GENERAL	NO AMOUNT BUDGETED	27,191	27,191
389.90-00 APPROPRIATED RESERVES	NO AMOUNT BUDGETED	(8)	(8)

FUND 201
 DEPT 12
 DIVISION 01

DEBT SERVICE FUND EXPENDITURES

<u>ACCT #</u>	<u>ACCOUNT DESCRIPTION</u>	<u>AUDITED ACTUALS 2013-2014</u>	<u>REVISED BUDGET 2014-2015</u>	<u>ADOPTED BUDGET 2015-2016</u>	<u>% CHANGE OVER FY 14-15</u>
<i>DEBT SERVICE</i>					
512.71-05	OTHER-PRINCIPAL	22,593	191,000	214,753	12.44%
512.71-55	FIRE STATION LOAN	185,000	-	-	0.00%
512.72-05	OTHER-INTEREST	1,496	81,384	84,530	3.87%
512.72-55	FIRE STATION LOAN	86,507	-	-	0.00%
*	DEBT SERVICE	295,596	272,384	299,283	9.88%
TOTAL DEBT SERVICE		295,596	272,384	299,283	9.88%

FUND 201
 DEPT 12
 DIVISION 01

DEBT SERVICE FUND EXPENDITURE JUSTIFICATION

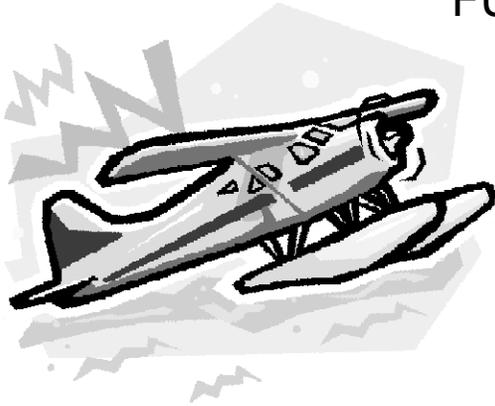
ACCOUNT DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2015-2016
512.71-05 OTHER	GENERAL OBLIGATION NOTE-WOOTON PARK EXPANSION	214,753	214,753
512.71-55 FIRE STATION LOAN	NO AMOUNT BUDGETED	-	-
512.72-05 OTHER	GENERAL OBLIGATION NOTE-WOOTON PARK EXPANSION		84,530
	INTEREST 1-1-2016	38,046	
	INTEREST 7-1-2016	46,484	
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

	Audited Actuals 2013-2014	Revised Budget 2014-2015	Adopted Budget 2015-2016	% Change Over FY 14-15
<i>Department Summary</i>				
General Services-41				
Capital Expenses	-	-	-	0.00%
Total General Services	-	-	-	0.00%
Economic Development-59				
Operating Expenses	-	-	-	0.00%
Capital Expenses	1,013	-	-	0.00%
Total Parks & Rec	1,013	-	-	0.00%
Parks & Recreation-72				
Operating Expenses	2,700	-	-	0.00%
Capital Expenses	4,437,494	123,161	-	-100.00%
Total Parks & Rec	4,440,194	123,161	-	-100.00%
Grand Total Capital Projects	\$ 4,441,207	\$ 123,161	\$ -	-100.00%
<i>Category Summary</i>				
Operating Expenses	2,700	-	-	0.00%
Capital Expenses	4,438,507	123,161	-	-100.00%
Grand Total Capital Projects	\$ 4,441,207	\$ 123,161	\$ -	-100.00%

FUND 301
 DEPT 00
 DIVISION 00

CAPITAL PROJECT FUND REVENUES

<u>ACCT #</u>	<u>ACCOUNT DESCRIPTION</u>	<u>AUDITED ACTUALS 2013-2014</u>	<u>REVISED BUDGET 2014-215</u>	<u>ESTIMATED REVENUE 2015-2016</u>	<u>% CHANGE OVER FY 14-15</u>
<i>INTEREST & OTHER INCOME</i>					
361.10-01	INTEREST INCOME	476	-	-	0.00%
**	TOTAL INTEREST & OTHER INCOME	<u>476</u>	<u>-</u>	<u>-</u>	<u>0.00%</u>
<i>OTHER SOURCES</i>					
381.01-06	TRANSFER FROM TIF	74,954	-	-	0.00%
*	DEBT PROCEEDS	<u>74,954</u>	<u>-</u>	<u>-</u>	<u>0.00%</u>
389.90-00	APPROPRIATED RESERVES	-	123,161	-	-100.00%
*	APPROPRIATED RESERVES	<u>-</u>	<u>123,161</u>	<u>-</u>	<u>-100.00%</u>
**	TOTAL OTHER SOURCES	<u>74,954</u>	<u>123,161</u>	<u>-</u>	<u>-100.00%</u>
TOTAL CAPITAL PROJECTS FUND		<u>75,430</u>	<u>123,161</u>	<u>-</u>	<u>-100.00%</u>

FUND 301
DEPT 00
DIVISION 00

CAPITAL PROJECT FUND REVENUE JUSTIFICATIONS

<u>ACCOUNT DESCRIPTION</u>	<u>COMMENTS</u>	<u>DETAIL</u>	<u>ADOPTED BUDGET 2015-2016</u>
361.10-01 INTEREST INCOME	NO AMOUNT BUDGETED	-	-
381.01-06 TRANSFER FROM TIF	NO AMOUNT BUDGETED	-	-
389.90-00 APPROPRIATED RESERVES	NO AMOUNT BUDGETED	-	-

FUND 301
 DEPT See Below
 DIVISION See Below

CAPITAL PROJECT FUND EXPENDITURES

<u>ACCT #</u>	<u>ACCOUNT DESCRIPTION</u>	<u>AUDITED ACTUALS 2013-2014</u>	<u>REVISED BUDGET 2014-2015</u>	<u>ADOPTED BUDGET 2015-2016</u>	<u>% CHANGE OVER FY 14-15</u>
5901-ECONOMIC DEVELOPMENT					
<i>CAPITAL PROJECTS</i>					
559.62-20	TRAIN STATION OPER. BLDG	1,013	-	-	0.00%
*	TOTAL CAPITAL PROJECTS	1,013	-	-	0.00%
TOTAL	5901-ECONOMIC DEVELOPMENT	1,013	-	-	0.00%
7201-PARKS					
<i>OPERATING EXPENDITURES</i>					
572.52-11	OPERATING SUPPLIES	2,700	-	-	0.00%
*	OPERATING EXPENDITURES	2,700	-	-	0.00%
<i>CAPITAL PROJECTS</i>					
572.62-20	BUILDINGS	4,100,715	73,800	-	-100.00%
572.63-80	PARK IMPROVEMENTS	336,779	49,361	-	-100.00%
*	TOTAL CAPITAL PROJECTS	4,437,494	123,161	-	0.00%
TOTAL	7201-PARKS	4,440,194	123,161	-	-100.00%
TOTAL CAPITAL PROJECTS FUND		4,441,207	123,161	-	-100.00%

FUND 301
 DEPT See Below
 DIVISION See Below

CAPITAL PROJECT FUND EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2015-2016
5901-ECONOMIC DEVELOPMENT			
559.62-20 TRAIN STATION OPER. BLDG	NO AMOUNT BUDGETED	-	-
7201-PARKS			
572.52-10 OPERATING SUPPLIES	NO AMOUNT BUDGETED	-	-
572.62-20 BUILDINGS	NO AMOUNT BUDGETED	-	-
572.63-80 PARK IMPROVEMENTS	NO AMOUNT BUDGETED	-	-

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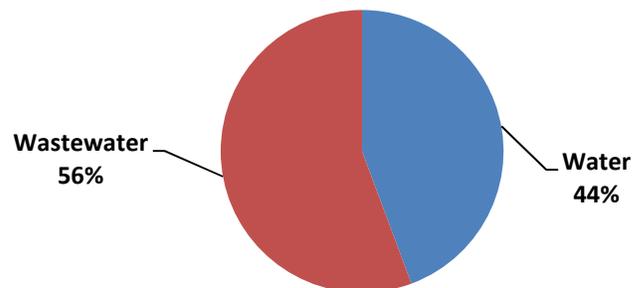


UTILITY FUND

FUND 401

Budget Summary

	Audited Actuals 2013-2014	Revised Budget 2014-2015	Adopted Budget 2015-2016	% Change Over FY 14-15
<i>Department Summary</i>				
Water -33				
Personal Services	836,270	843,576	840,402	-0.38%
Operating Expenses	2,350,101	2,473,389	2,598,876	5.07%
Capital Expenses	9	1,117,213	176,578	-84.19%
Debt	41,205	207,918	226,612	8.99%
Transfers & Others	-	-	-	0.00%
Total Water	<u>3,227,585</u>	<u>4,642,096</u>	<u>3,842,468</u>	<u>-17.23%</u>
Wastewater -35				
Personal Services	910,941	1,003,728	1,117,279	11.31%
Operating Expenses	2,948,404	3,168,312	3,149,067	-0.61%
Capital Expenses	81	369,989	269,230	-27.23%
Debt	37,461	312,076	293,536	-5.94%
Transfers & Others	-	-	-	0.00%
Total Wastewater	<u>3,896,887</u>	<u>4,854,105</u>	<u>4,829,112</u>	<u>-0.51%</u>
Grand Total Utilities	<u>\$ 7,124,472</u>	<u>\$ 9,496,201</u>	<u>\$ 8,671,580</u>	<u>-8.68%</u>
<i>Category Summary</i>				
Personal Services	1,747,211	1,847,304	1,957,681	5.98%
Operating Expenses	5,298,505	5,641,701	5,747,943	1.88%
Capital Expenses	90	1,487,202	445,808	-70.02%
Debt	78,666	519,994	520,148	0.03%
Transfers & Others	-	-	-	0.00%
Grand Total Utilities	<u>\$ 7,124,472</u>	<u>\$ 9,496,201</u>	<u>\$ 8,671,580</u>	<u>-8.68%</u>



FUND 401
 DEPT 00
 DIVISION 00

WATER & WASTEWATER FUND REVENUES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2013-2014	REVISED BUDGET 2014-215	ESTIMATED REVENUE 2015-2016	% CHANGE OVER FY 14-15
<i>CHARGES FOR SERVICES</i>					
343.30-01	WATER FEES	4,810,276	4,076,148	4,232,337	3.83%
343.30-02	WATER RECONNECT FEES	18,000	18,937	17,170	-9.33%
343.30-03	WATER METER FEES	108,489	105,392	110,734	5.07%
343.30-04	CROSS CONNECTION FEES	(160)	-	41	100.00%
343.30-05	SERVICE CHARGE	52,325	52,921	56,088	5.98%
343.30-06	WATER SPRINKLER/HOSE	8,718	8,936	-	-100.00%
343.30-07	WATER REUSE	6,685	100,000	180,375	80.38%
343.30-08	INSPECTION REVENUE	3,765	-	-	0.00%
343.50-01	WASTEWATER FEES	3,522,957	3,461,459	3,797,654	9.71%
343.60-01	LATE CHARGES/PENALTY	283,842	319,077	282,676	-11.41%
**	TOTAL CHARGES FOR SERVICES	<u>8,814,897</u>	<u>8,142,870</u>	<u>8,677,075</u>	<u>6.56%</u>
<i>INTEREST & OTHER INCOME</i>					
361.10-01	INTEREST INCOME	3,481	1,750	3,583	104.74%
361.10-02	SBA INTEREST	2,931	-	-	0.00%
367.02-00	UNREALIZED GAIN ON INVEST	3,175	-	-	0.00%
*	INTEREST INCOME	<u>9,587</u>	<u>1,750</u>	<u>3,583</u>	<u>104.74%</u>
369.10-01	MISCELLANEOUS	7,507	-	-	0.00%
369.10-02	INSURANCE RECOVERY	120,513	-	-	0.00%
*	OTHER INCOME	<u>128,020</u>	<u>-</u>	<u>-</u>	<u>0.00%</u>
**	TOTAL INTEREST & OTHER INCOME	<u>137,607</u>	<u>1,750</u>	<u>3,583</u>	<u>104.74%</u>
<i>OTHER SOURCES</i>					
389.90-01	RETAINED EARNINGS	-	1,351,581	(9,078)	-100.67%
*	RETAINED EARNINGS	<u>-</u>	<u>1,351,581</u>	<u>(9,078)</u>	<u>-100.67%</u>
**	TOTAL OTHER SOURCES	<u>-</u>	<u>1,351,581</u>	<u>(9,078)</u>	<u>-100.67%</u>
TOTAL WATER & WASTEWATER FUND		<u>8,952,504</u>	<u>9,496,201</u>	<u>8,671,580</u>	<u>-8.68%</u>

FUND 401
 DEPT 00
 DIVISION 00

WATER & WASTEWATER FUND REVENUES

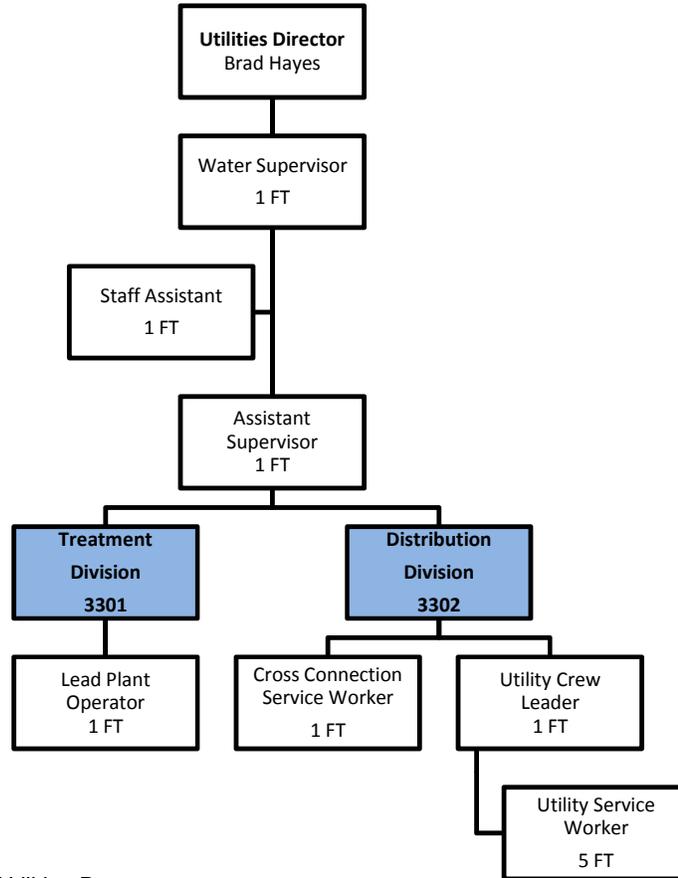
ACCOUNT DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2015-2016
343.30-01 WATER FEES	ESTMIATED WATER SERVICE REVENUE	4,232,337	4,232,337
343.30-02 WATER RECONNECT FEES	ESTIMATED WATER RECONNECT FEES	17,170	17,170
343.30-03 WATER METER FEES	ESTIMATED WATER METER FEES	110,734	110,734
343.30-04 CROSS CONNECTION FEES	ESTIMATED CROSS CONNECTION FFES	41	41
343.30-05 WATER SERVICE CHARGE	ESTIMATED WATER SERVICE CHARGES	56,088	56,088
343.30-06 WATER SPRINKLER/ HOSE	NO AMOUNT BUDGETED	-	-
343.30-07 WATER REUSE	ESTIMATED WATER REUSE FEES	180,375	180,375
343.30-08 INSPECTION REVENUE	NO AMOUNT BUDGETED	-	-
343.50-01 SEWER SERVICE FEES	ESTIMATED SEWER SERVICE FEES	3,797,654	3,797,654
343.60-01 LATE CHARGES/PENALTY	ESTIMATED LATE CHARGE COLLECTIONS	282,676	282,676
361.10-01 INTEREST INCOME	ESTIMATED INTEREST INCOME	3,583	3,583
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	-	-
369.10-02 INSUR REIMBURSEMENTS	NO AMOUNT BUDGETED	-	-
389.90-01 RETAINED EARNINGS	APPROPRIATED RESERVES	(9,078)	(9,078)

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Water

Division 33*



*Water is a Division of the Utilities Department.

Position Summary

Authorized Positions	Pos. #	2013-2014	2014-2015	2015-2016
Full Time:				
Assistant Supervisor	23002	1	1	1
Cross Connection Svc Wkr	23004	1	1	1
Staff Assistant	21005	1	1	1
Supervisor	23001	1	1	1
Treatment Plant Operator ²	24005	1	0	0
Utility Crew Leader	23003	1	1	1
Utility Service Worker	23005	5	5	5
Lead Plant Operator	23006	1	1	1
No. of Full Time		12	11	11
Total No. of Positions:		12	11	11
Total FTEs:		12	11	11

Notes:

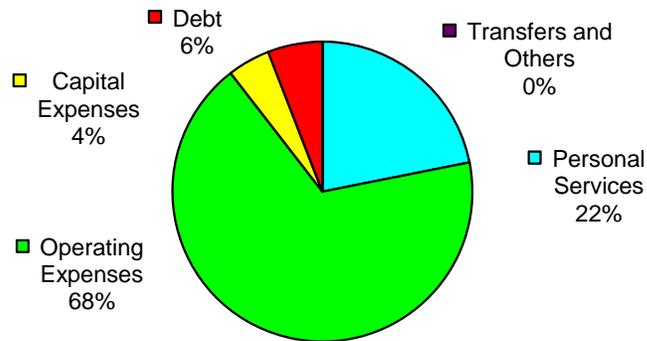
1. Utility Director & Administrative Assistant positions are allocated 50% to Water, 50% to Wastewater

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

	Audited Actuals 2013-2014	Revised Budget 2014-2015	Adopted Budget 2015-2016	% Change Over FY 14-15
<i>Division Summary</i>				
Water Treatment-3301				
Personal Services	360,859	364,961	409,077	12.09%
Operating Expenses	2,165,470	2,285,569	2,403,381	5.15%
Capital Expenses	(7,281)	103,570	12,000	-88.41%
Debt	41,205	207,918	226,612	8.99%
Transfers and Other	-	-	-	0.00%
Total Water Treatment	2,560,253	2,962,018	3,051,070	3.01%
Water Distribution-3302				
Personal Services	475,411	478,615	431,325	-9.88%
Operating Expenses	184,631	187,820	195,495	4.09%
Capital Expenses	7,290	1,013,643	164,578	-83.76%
Debt	-	-	-	0.00%
Total Water Distribution	667,332	1,680,078	791,398	-52.90%
Grand Total Water	\$ 3,227,585	\$ 4,642,096	\$ 3,842,468	-17.23%
<i>Category Summary</i>				
Personal Services	836,270	843,576	840,402	-0.38%
Operating Expenses	2,350,101	2,473,389	2,598,876	5.07%
Capital Expenses	9	1,117,213	176,578	-84.19%
Debt	41,205	207,918	226,612	8.99%
Transfers and Others	-	-	-	0.00%
Grand Total Water	\$ 3,227,585	\$ 4,642,096	\$ 3,842,468	-17.23%

2016 APPROPRIATIONS



2016 OPERATING BUDGET

WATER - 3301, 3302

PROGRAM HIGHLIGHTS

DIVISION MISSION

It is the mission of the Water Department to be committed to all the customers of the City to ensure the quality of water by providing a safe and dependable supply of potable water. Our staff is committed to ensuring that all FDEP and Health Department safe drinking water parameters are met.

DIVISION DESCRIPTION (Services, Functions, and Activities)

The Water Department consists of two divisions and is responsible for the production and distribution of potable water and to maintain exceptional quality in both these areas and meet or exceed all regulatory requirements. The Department consists of 11 employees, 4 water plants, and approximately 135 miles of water distribution lines.

SERVICE INDICATORS

	Indicator Description	Actual 2013	Actual 2014	Est. 2015	Projected 2016
Distribution					
1.	New Meter Installation	128	307	200	200
2.	Meter Replacement (Greater than 2")	30	n/a	5	4
3.	Emergency Repairs	127	273	175	165
4.	Line Locations	2,445	6,497	5,600	5,000
5.	Cross-Connection Letters	2,041	2,658	2,808	3,108
6.	Standard Work Orders	963	685	700	700
7.	Hydrant Replacement Program	2	1	2	2
8.	New Hydrant Program	0	1	2	2
9.	Insertion Valve Program	2	1	2	2
10.	Valve Replacement Program	2	1	2	2
11.	New Water Line Installation	0	0	1700'	0
12.	Customer Sprinkler Time Setting	30	n/a	30	30

	Production	Actual 2013	Actual 2014	Est. 2015	Projected 2016
1.	Finished Water Pumped (mg)	887,071,000	881,626,000	893,447,000	920,251,000
2.	Raw Water Pumped (mg)	879,885,000	877,636,000	898,092,000	925,034,000
3.	Chlorine (lbs)	27,302	27,388	27,460	28,283
4.	Fluoride (lbs)	27,665	27,568	27,804	28,638
5.	Emergencies (after hours)	4	n/a	3	3
6.	Customer Complaints (Water quality and psi)	4	n/a	3	3

2016 GOALS

Organizational Development

Improve knowledge, cross train employees in various areas through training classes and on the job training

Growth and Development

Pursue more water certifications and look at new technology to better produce, treat and deliver water

City Lifestyle

Maintain a world class product and service

Innovation and Technology

To encourage every employee to pursue new innovation and technology by continuing education and keeping current with industry technology and advances.

Organizational Performance

To develop performance measures and develop and practice methods for higher achievement and to nurture a rewarding and worthwhile workplace.

2016 OBJECTIVES

1. Maintain quality of service in both production and distribution. Meet all regulatory requirements.
2. Recruit and maintain high quality employees.
3. Respond to all work orders and emergencies.
4. Look at continuous improvement in the operation and maintenance of distribution and production sections.
5. Reduce water loss.
6. Replace and update equipment as needed for integrity of system.
7. Increase education and knowledge of staff.
8. Educate the Public about water and conservation.

2016 OPERATING BUDGET

WATER - 3301, 3302 (CONTINUED)

PROGRAM HIGHLIGHTS

2015 ACCOMPLISHMENTS

Distribution

1. Continued improvement and organization of inventory system.
2. Completed CRA with exception of small punch list.
3. Completed Camp Road water extension.
4. Installed Royal Harbor P/S.
5. Replaced 2 vehicles.
6. Brought WD to full staff (Hired Johan).
7. Completed all work orders.
8. Filled in as needed for Customer Service Assistant (Steve Rogers).
9. Completed all required FDEP license renewals.

Production

1. Met all Regulatory requirements, including testing and reporting.
2. Completed FDEP required 5 year cleaning and inspection of GST's.
3. Continued cleaning and organization of plants.
4. Completed all required FDEP license renewals.
5. Completed CCR.

Water Department Administration

1. Replaced retiring Supervisor and Administrative Assistant with Phil & Mandi.
2. Revised Water Department Monthly Director Report.
3. Revised some of Inventory procedures.

FUND 401
 DEPT 33
 DIVISION 01

WATER TREATMENT DIVISION EXPENSES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2013-2014	REVISED BUDGET 2014-2015	ADOPTED BUDGET 2015-2016	% CHANGE OVER FY 14-15
<i>SALARIES AND BENEFITS</i>					
533.12-10	REGULAR SALARIES	237,984	244,114	277,255	13.58%
533.14-10	OVERTIME	25,220	11,730	11,730	0.00%
533.15-60	ELECTR TABLET ALLOWANCE	225	-	-	0.00%
533.21-10	FICA / MED TAXES	18,010	17,444	20,336	16.58%
533.22-20	FL STATE RETIREMENT	23,361	25,621	30,029	17.20%
533.23-10	HEALTH INSURANCE	20,789	25,033	31,074	24.13%
533.23-15	DENTAL INSURANCE	1,168	1,332	1,842	38.29%
533.23-20	LIFE INSURANCE	1,269	997	1,570	57.47%
533.23-21	SHORT-TERM DISABILITY INS.	858	933	1,134	21.54%
533.23-30	DEPENDENT HEALTH INSURANCE	23,749	29,126	25,394	-12.81%
533.23-35	DEPENDENT DENTAL INSURANCE	1,209	1,484	1,567	5.59%
533.23-40	LONG TERM DISABILITY	581	635	720	13.39%
533.24-10	WORKERS' COMPENSATION	6,436	6,512	6,426	-1.32%
*	SALARIES AND BENEFITS	360,859	364,961	409,077	12.09%
<i>OPERATING EXPENDITURES</i>					
533.31-10	CITY ATTORNEY	-	366	500	36.61%
533.31-15	ENGINEERING	3,055	2,971	5,615	88.99%
533.31-45	CUP RENEWAL	30,789	49,894	41,160	-17.51%
533.31-60	PERMIT & COMPLIANCE FEES	6,000	6,500	6,500	0.00%
533.32-10	AUDIT SERVICES	7,350	13,820	17,260	24.89%
533.34-10	CONTRACTUAL SERVICES	81,001	88,758	71,020	-19.98%
533.40-10	TRAVEL & PER DIEM	4,746	7,850	7,000	-10.83%
533.41-10	TELEPHONE	4,488	4,963	4,063	-18.13%
533.41-20	OTHER COMMUNICATION	3,887	7,800	7,400	-5.13%
533.41-30	POSTAGE	930	2,777	2,777	0.00%
533.43-10	ELECTRIC, WATER, GAS	247,371	260,750	263,741	1.15%
533.44-10	RENTALS & LEASES	-	111	1,000	800.90%
533.45-10	LIABILITY	49,390	53,819	54,320	0.93%
533.46-10	REPAIR & MAINT. - BUILDING	-	2,750	25,000	809.09%
533.46-15	REPAIR & MAINT. - EQUIPMENT	25,030	8,800	8,800	0.00%
533.46-25	REPAIR & MAINT. - MISC.	226	2,500	2,500	0.00%
533.46-30	REPAIR & MAINT. - VEHICLE	3,356	4,300	6,000	39.53%
533.46-81	PUMP REPAIR	-	18,185	17,100	-5.97%
533.46-85	SCADA MAINTENANCE	17,998	15,648	15,000	-4.14%
533.47-10	PRINTING & BINDING	-	700	700	0.00%
533.49-10	ADVERTISING	2,838	2,500	2,500	0.00%
533.49-32	CREDIT CARD PROCESSING	50,801	50,437	51,703	2.51%
533.49-95	INVENTORY OVER/SHORT	(814)	-	-	0.00%
533.51-10	OFFICE SUPPLIES	1,202	1,500	1,500	0.00%
533.52-10	OPERATING SUPPLIES	44,854	30,380	28,380	-6.58%
533.52-11	DURABLE GOODS	4,152	3,910	3,910	0.00%
533.52-15	FUEL COSTS	24,147	26,163	26,418	0.97%
533.52-25	UNIFORMS	1,934	3,700	3,950	6.76%
533.52-65	OPERATING CHEMICALS	36,683	49,000	50,000	2.04%
533.52-75	LAB SUPPLIES	5,506	5,990	6,800	13.52%
533.52-80	LAB-OPERATING SUPPLIES	500	950	8,400	784.21%
533.52-95	SCADA SUPPLIES	(20)	10,000	11,800	18.00%
533.54-10	BKS, PUB, SUB, MEM, LIB	574	600	1,000	66.67%
533.59-10	DEPRECIATION EXPENSE	352,379	-	-	0.00%
533.59-13	BAD DEBT	137,602	-	-	0.00%
533.59-15	TRANSFER TO G/F	270,352	290,938	325,715	11.95%

FUND 401
 DEPT 33
 DIVISION 01

WATER TREATMENT DIVISION EXPENSES

<u>ACCT #</u>	<u>ACCOUNT DESCRIPTION</u>	<u>AUDITED ACTUALS 2013-2014</u>	<u>REVISED BUDGET 2014-2015</u>	<u>ADOPTED BUDGET 2015-2016</u>	<u>% CHANGE OVER FY 14-15</u>
533.59-20	REIMBURSEMENT TO G/F	311,383	298,422	320,418	7.37%
533.59-70	TRANSFER TO SRF LOAN DEBT	285,780	797,167	853,431	7.06%
533.59-78	TRANSFER TO W/WW RRI FUND	150,000	150,000	150,000	0.00%
533.59-79	TRANSFER TO PROJECT FUND	-	10,650	-	-100.00%
*	OPERATING EXPENDITURES	<u>2,165,470</u>	<u>2,285,569</u>	<u>2,403,381</u>	<u>5.15%</u>

FUND 401
 DEPT 33
 DIVISION 01

WATER TREATMENT DIVISION EXPENSES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2013-2014	REVISED BUDGET 2014-2015	ADOPTED BUDGET 2015-2016	% CHANGE OVER FY 14-15
<i>CAPITAL EXPENDITURES</i>					
533.61-10	LAND	50,019	53,396	-	-100.00%
533.64-10	EQUIP - REPLACEMENT	14,417	8,891	-	-100.00%
533.64-11	EQUIP - VEHICLE REPLACEMENT	-	27,000	-	-100.00%
533.64-13	EQUIP - COMP REPLACEMENT	5,434	933	-	-100.00%
533.64-14	EQUIP - NEW COMPUTERS	8,138	-	-	0.00%
533.64-15	EQUIP - NEW	-	7,500	12,000	60.00%
533.64-23	SOFTWARE	7,500	5,500	-	-100.00%
533.64-25	FUTURE PROJECTS	-	350	-	-100.00%
533.69-98	ASSET RECLASS-CIP	(7,291)	-	-	0.00%
533.69-99	ASSET RECLASSIFICATION	(85,498)	-	-	0.00%
* CAPITAL EXPENDITURES		(7,281)	103,570	12,000	-88.41%
<i>DEBT SERVICE</i>					
533.71-30	REV BOND 2000 SPLIT 40-60	-	136,000	152,500	12.13%
533.72-30	REV BOND 2000 SPLIT 40-60	41,205	71,718	74,112	3.34%
533.73-10	DEBT SERVICE COSTS	-	200	-	-100.00%
* DEBT SERVICE		41,205	207,918	226,612	8.99%
TOTAL WATER TREATMENT		2,560,253	2,962,018	3,051,070	3.01%

FUND 401
 DEPT 33
 DIVISION 01

WATER TREATMENT DIVISION EXPENSE JUSTIFICATION

ACCOUNT DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2015-2016
533.12-10 REGULAR SALARIES	SALARIES FOR REGULAR EMPLOYEES	277,255	277,255
533.14-10 OVERTIME	WAGES FOR HOURS WORKED IN EXCESS OF REGULAR TIME	11,730	11,730
533.15-60 ELECTR TABLET ALLOWANCE	NO AMOUNT BUDGETED	-	-
533.21-10 FICA / MED TAXES	SOCIAL SECURITY AND MEDICARE TAX BENEFIT	20,336	20,336
533.22-20 FL STATE RETIREMENT	FRS RETIREMENT CONTRIBUTIONS FOR REGULAR EMPLOYEES	30,029	30,029
533.23-10 HEALTH INSURANCE	HEALTH INSURANCE PREMIUMS FOR EMPLOYEES	31,074	31,074
533.23-15 DENTAL INSURANCE	DENTAL INSURANCE PREMIUMS FOR EMPLOYEES	1,842	1,842
533.23-20 LIFE INSURANCE	LIFE INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	1,570	1,570
533.23-21 SHORT-TERM DISABILITY	SHORT-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	1,134	1,134
533.23-30 DEPENDENT HEALTH INSURANCE	SUBSIDIZED HEALTH INSURANCE PREMIUMS FOR EMPLOYEES' DEPENDENTS	25,394	25,394
533.23-35 DEPENDENT DENTAL INSURANCE	SUBSIDIZED DENTAL INSURANCE PREMIUMS FOR EMPLOYEES' DEPENDENTS	1,567	1,567
533.23-40 LONG TERM DISABILITY	LONG-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	720	720
533.24-10 WORKERS' COMPENSATION	WORKERS' COMPENSATION INSURANCE	6,426	6,426
533.31-10 CITY ATTORNEY	CITY ATTORNEY	500	500
533.31-15 ENGINEERING	GENERAL ENGINEERING SERVICES TO INCLUDE EASEMENTS, SURVEYING AND TITLE SEARCHES	5,615	5,615
533.31-45 CUP RENEWAL/WELL ANALYSIS	ANALYSIS OF FUTURE WELLS	41,160	41,160
533.31-60 PERMIT & COMPLIANCE FEES	F.D.E.P. PLANTS PERMIT RENEWAL - (REGULATORY) ANNUAL RENEWAL	6,500	6,500
533.32-10 AUDIT SERVICES	AUDIT SERVICES SINGLE AUDIT	11,158 6,102	17,260
533.34-10 CONTRACTUAL SERVICES	BLACKBOARD CONNECT MASS NOTIFICATION (SHARED WITH POLICE, FIRE, WASTEWATER & SOLID WASTE) LOAD BANK TEST - PLANT #2 316 N. INGRAHAM AVE LOAD BANK TEST - PLANT #3 2101 DEAD RIVER RD LOAD BANK TEST - PLANT #4 - 2401 SLIM HAYWOOD AVE LOAD BANK TEST - PLANT #1 509 LAKE DORA DR LOAD BANK TEST - PLANT #1 100 DISSTON AVE PREVENTATIVE MAINTENANCE ENGINE GENERATOR SYSTEMS: PLANT #1 - 100 DISSTON AVE WELLS #3 & 4 PLANT #1 509 LAKE DORA DR PLANT #2 - 316 N. INGRAHAM AVE. WELL #5 PLANT #3 2101 DEAD RIVER RD. WELL #6 PLANT #4 2401 SLIM HAYWOOD RD WELL #7, 8 WATER CONSERVATION SCHOOL PROGRAM CONSTRUCTION WATER SPECIFICATIONS UPDATES CCR REPORT WATER TOWER MAINTENANCE - PLANT #2 DIAGNOSTIC ANALYSIS FOR 7 HIGH SERVICE PUMPS & 6 WELL PUMPS (ROLLOVER) DIGITAL SCANNING OF ACRCHIVED UTILITY MAPS TREATMENT - WELLS & FINISHED WATER METERS ANNUAL CALIBRATION - PLANTS #1 - 4 WEEKLY CLEANING OF UAB - SHARED W/ REUSE LAWN MOWING & MAINTENANCE OF PLANTS #1 & 4	2,320 500 500 500 500 500 350 350 350 350 350 15,000 2,500 4,400 6,000 10,000 8,150 3,400 2,600 7,000	71,020

FUND 401
 DEPT 33
 DIVISION 01

WATER TREATMENT DIVISION EXPENSE JUSTIFICATION

ACCOUNT DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2015-2016
533.34-10 CONTRACTUAL SERVICES (CONTINUED)	GROUND STORAGE TANKS YEARLY PRESSURE WASH: PLANTS #1 & 4 (2-1,000,000 GAL TANKS @ \$1,200 EACH TANK AND 1-500,000 GAL @ \$1,000)	3,400	
	TANK INSPECTIONS & CLEANING FOR PLANTS #1 & 4 (FOR ENVIRONMENTAL CONTROL & PUBLIC SAFETY)	2,000	
533.40-10 TRAVEL & PER DIEM	PLANTS OPERATORS TRAINING & TRAVEL EXPENSES TO MAINTAIN LICENSES AND CEU REQUIREMENTS	3,000	7,000
	PLANT RELATED SEMINAR TRAINING & CEU'S FOR PLANT OPERATORS	1,000	
	SUPERVISOR - SEMINARS TRAINING AND CEU'S	1,000	
	ADMINISTRATIVE ASSISTANTS (2) - SEMINAR TRAINING	1,000	
	UTILITY DIRECTOR - SEMINAR TRAINING & CEU'S	1,000	
533.41-10 TELEPHONE	NEXTEL	1,915	4,063
	DOMS FAX	2,148	
533.41-20 OTHER COMMUNICATION	MODEM FOR ALL PLANTS	4,700	7,400
	SECURITY CAMERA MODEMS FOR ALL PLANTS	1,400	
	SCADA FOR PLANT LAPTOPS FOR REMOTE MONITORING	1,300	
533.41-30 POSTAGE	POSTAGE TO MAIL CORRESPONDENCE RELATED TO CROSS-CONNECTION LETTERS, DEP REGULATORY AND SHIP PACKAGES, ETC.	2,777	2,777
533.43-10 ELECTRIC, WATER, GAS	ELECTRIC	147,775	263,741
	WATER	115,966	
533.44-10 RENTALS & LEASES	RENTAL OF EQUIPMENT OF EMERGENCIES, ETC.	1,000	1,000
533.45-10 LIABILITY	LIABILITY AND POLLUTION INSURANCE	54,320	54,320
533.46-10 BUILDING	REPAIR & MAINTENANCE OF PLANT BUILDINGS 1-4 (PAINT TANKS, PIPING, FLOORS & BUILDINGS)	25,000	25,000
533.46-15 EQUIPMENT	MAINTENANCE OF ELECTRICAL SERVICE WELL PUMPS	2,800	8,800
	ANNUAL PREVENTATIVE MAINTENANCE REPAIRS FOR HIGH SERVICE PUMPS AND MOTORS	2,300	
	PROJECT FOR RESIDENT REVIEW	2,200	
	DAILY UPKEEP OF SMALL EQUIPMENT FOR NORMAL AND EMERGENCY OPERATIONS	1,500	
533.46-25 MISCELLANEOUS	MISC REPAIRS & MAINTENANCE OF PLANT EQUIPMENT (CHLORINATION & FLUORIDATION EQUIPMENT, ETC.)	2,500	2,500
533.46-30 VEHICLE	FLEET MAINTENANCE OF PLANT VEHICLES	6,000	6,000
533.46-81 PUMP REPAIR	WELL #4 REMOVAL & REPAIR ANALYSIS AND RECOMMENDATION FOR REPAIR ONLY	4,100	17,100
	WELL #4 - REMOVAL, REPAIR & REINSTALL PUMP ONLY	13,000	
533.46-85 SCADA MAINTENANCE	SCADA MAINTENANCE OF PLANTS #1 - 4	15,000	15,000
533.47-10 PRINTING & BINDING	WATER CONSERVATION AND PUBLIC EDUCATIONAL NOTICES, REGULATORY NOTIFICATIONS, ETC.	700	700
533.49-10 ADVERTISING	PUBLIC NOTIFICATION AS REQUIRED BY DEP CCR REPORT, EMERGENCY PRESS RELEASES, ETC.	2,500	2,500
533.49-32 CREDIT CARD PROCESSING	CREDIT CARD PROCESSING FEES	51,703	51,703
533.49-95 INVENTORY OVER/SHORT	NO AMOUNT BUDGETED	-	-
533.51-10 OFFICE SUPPLIES	PENS, PAPER, BINDERS, PRINT SUPPLIES, FAX SUPPLIES ETC.	1,500	1,500

FUND 401
 DEPT 33
 DIVISION 01

WATER TREATMENT DIVISION EXPENSE JUSTIFICATION

ACCOUNT DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2015-2016
533.52-10 OPERATING SUPPLIES	STOCK REPLACEMENT FOR NEW SERVICE INSTALLATIONS, EMERGENCY SUPPLIES, JANITORIAL SUPPLIES, ETC.	28,380	28,380
533.52-11 DURABLE GOODS	SMALL EMERGENCY EQUIPMENT FOR EMERGENCY REPAIRS FENCE PANELS FOR PLANT #1 (LAKE DORA DR)	2,400 1,510	3,910
533.52-15 FUEL COSTS	FUEL COSTS	26,418	26,418
533.52-25 UNIFORMS	WEEKLY RENTAL OF UNIFORMS FOR TREATMENT STAFF WORK BOOTS - 3 EMPLOYEES POLO SHIRTS FOR ADMIN ASSIST & SUPERVISOR	3,000 450 500	3,950
533.52-65 OPERATING CHEMICALS	CHLORINE, FLUORIDE, & OTHER CHEMICALS AS NEEDED	50,000	50,000
533.52-75 LAB SUPPLIES	MEDIA & SUPPLIES FOR MONTHLY DRINKING WATER SAMPLES, BOIL WATER NOTICES, & QC ANALYSIS TO SUPPORT THE DRINKING WATER TNI CERTIFICATION	6,800	6,800
533.52-80 LAB-OPERATING SUPPLIES	TNI CERTIFICATION FEES FOR NON-POTABLE WATER MICROBIOLOGY CONTRACT ANALYSIS FOR DRINKING WATER PERMIT COMPLIANCE	500 7,900	8,400
533.52-95 SCADA SUPPLIES	SCADA SUPPLIES FOR PLANTS #1 - 4	11,800	11,800
533.54-10 BKS, PUB, SUB, MEM, LIB	SUBSCRIPTIONS & REFERENCE MATERIALS FOR PLANT EMPLOYEES	1,000	1,000
533.59-10 DEPRECIATION EXPENSE	NO AMOUNT BUDGETED	-	-
533.59-13 BAD DEBT	NO AMOUNT BUDGETED	-	-
533.59-15 TRANSFER TO G/F	TRANSFER TO GENERAL FUND	325,715	325,715
533.59-20 REIMBURSEMENT TO G/F	REIMBUSREMENTS TO GEN FUND - ADMIN & GEN SVCS	320,418	320,418
533.59-70 TRANSFER TO SRF LOAN DEBT	TRANSFER TO SRF DEBT SVC FUND 78905P WW PLANT (\$678,856-\$200,000 FROM W/WW IMPACTSP/2 D/S PAYMENTS 12-15-15 & 6-15-16 TRANSFER TO SRF DEBT SVC FUND-PRECONST RECLAIM (75,704/2) 789060 D/S DUE 10-15-15 & 42,475 TRANSFER TO SRF DEBT SVC FUND DW350301 ARRA WATER PLANT D/S DUE 11-15-15 & 5-15-16 TRANSFER TO SRF DEBT SVC FUND RECLAIM P1 WW350910 (152192/2) D/S DUE 10-15-145& 4-15-16 TRANSFER TO SRF DEBT SVC FUND RECLAIM PHASE 2 & 3 WW350920(\$204,228/2) D/S DUE 10-15-15 & 4-15-16 TRANSFER TO SRF DEBT SVC FUND WATER DIST SYSTEM UPGRADE DW350930 (GRA)D/S DUE 4-15-15 & 10-15-16	239,428 28,729 24,169 82,472 101,601 377,032	853,431
533.59-78 TRANSFER TO W/WW RRI FUND	TRANSFER TO RRI FUND	150,000	150,000
533.59-79 TRANSFER TO PROJECT FUND	NO AMOUNT BUDGETED	-	-
533.61-10 LAND	NO AMOUNT BUDGETED	-	-
533.64-10 EQUIP - REPLACEMENT	NO AMOUNT BUDGETED	-	-
533.64-11 EQUIP-VEHICLE REPLACEMENT	NO AMOUNT BUDGETED	-	-
533.64-13 EQUIP - COMP REPLACEMENT	NO AMOUNT BUDGETED	-	-
533.64-14 EQUIP - NEW COMPUTERS	NO AMOUNT BUDGETED	-	-
533.64-15 EQUIP - NEW	AUTOMATIC GATES AT PLANTS #1 AND #4 (\$6,000 EA)	12,000	12,000

FUND 401
 DEPT 33
 DIVISION 01

WATER TREATMENT DIVISION EXPENSE JUSTIFICATION

ACCOUNT DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2015-2016
533.64-23 SOFTWARE	NO AMOUNT BUDGETED	-	-
533.64-25 FUTURE PROJECTS	NO AMOUNT BUDGETED	-	-
533.69-98 ASSET RECLASS-CIP	NO AMOUNT BUDGETED	-	-
533.69-99 ASSET RECLASSIFICATION	NO AMOUNT BUDGETED	-	-
533.71-30 REV BOND 2000 SPLIT 40-60	UTILITY SYSTEM BOND SERIES 2012A 4.72M UTILITY SYSTEM BOND SERIES 2012B 2.37M	90,000 62,500	152,500
533.72-30 REV BOND 2000 SPLIT 40-60	UTILITY SYSTEM BOND SERIES 2012A 4.72M 2/1/2016 8/1/2016 UTILITY SYSTEM BOND SERIES 2012B 2.37M 2/1/2016 8/1/2016	21,924 21,924 15,132 15,132	74,112
533.73-10 DEBT SERVICE COSTS	NO AMOUNT BUDGETED	-	-

FUND 401
 DEPT 33
 DIVISION 02

WATER DISTRIBUTION DIVISION EXPENSES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2013-2014	REVISED BUDGET 2014-2015	ADOPTED BUDGET 2015-2016	% CHANGE OVER FY 14-15
<i>SALARIES AND BENEFITS</i>					
533.12-10	REGULAR SALARIES	300,079	318,659	290,155	-8.94%
533.14-10	OVERTIME	40,069	11,620	11,620	0.00%
533.21-10	FICA / MED TAXES	23,206	22,492	21,005	-6.61%
533.22-20	FL STATE RETIREMENT	23,453	24,814	23,327	-5.99%
533.23-10	HEALTH INSURANCE	35,925	41,139	37,404	-9.08%
533.23-15	DENTAL INSURANCE	2,028	2,270	2,218	-2.29%
533.23-20	LIFE INSURANCE	1,670	1,291	1,630	26.26%
533.23-21	SHORT-TERM DISABILITY INS.	1,150	1,241	1,225	-1.29%
533.23-30	DEPENDENT HEALTH INSURANCE	33,120	39,934	30,128	-24.56%
533.23-35	DEPENDENT DENTAL INSURANCE	2,353	2,687	2,934	9.19%
533.23-40	LONG TERM DISABILITY	766	823	748	-9.11%
533.24-10	WORKERS' COMPENSATION	11,592	11,645	8,931	-23.31%
* SALARIES AND BENEFITS		475,411	478,615	431,325	-9.88%
<i>OPERATING EXPENDITURES</i>					
533.31-10	CITY ATTORNEY	-	500	500	0.00%
533.31-15	ENGINEERING	2,843	3,000	6,000	100.00%
533.34-10	CONTRACTUAL SERVICES	18,124	33,005	23,765	-28.00%
533.40-10	TRAVEL & PER DIEM	3,384	5,050	7,000	38.61%
533.41-10	TELEPHONE	3,496	2,638	4,128	56.48%
533.41-20	OTHER COMMUNICATION	508	667	-	-100.00%
533.41-30	POSTAGE	1,029	1,500	1,500	0.00%
533.44-10	RENTALS & LEASES	-	2,500	1,000	-60.00%
533.45-10	LIABILITY	14,352	15,598	16,058	2.95%
533.46-10	REPAIR & MAINT. - BUILDING	(19)	2,400	9,500	295.83%
533.46-15	REPAIR & MAINT. - EQUIPMENT	61	1,333	1,500	12.53%
533.46-25	REPAIR & MAINT. - MISC.	-	1,111	1,500	35.01%
533.46-30	REPAIR & MAINT. - VEHICLE	4,090	5,000	7,000	40.00%
533.46-50	DISTRIBUTION	3,921	26,000	23,000	-11.54%
533.47-10	PRINTING & BINDING	184	500	500	0.00%
533.49-10	ADVERTISING	-	112	112	0.00%
533.51-10	OFFICE SUPPLIES	856	1,500	1,500	0.00%
533.52-10	OPERATING SUPPLIES	12,406	23,500	28,000	19.15%
533.52-11	DURABLE GOODS	-	1,660	1,260	-24.10%
533.52-15	FUEL COSTS	10,224	9,248	10,384	12.28%
533.52-17	NEW METERS	570	26,910	26,850	-0.22%
533.52-18	REPLACEMENT METERS	1,996	6,175	6,175	0.00%
533.52-19	CROSS CONNECTION DEVICES	-	9,875	9,875	0.00%
533.52-25	UNIFORMS	3,309	7,050	7,050	0.00%
533.52-31	METER UPGRADE PROGRAM	47,782	-	-	0.00%
533.54-10	BKS, PUB, SUB, MEM, LIB	838	988	1,338	35.43%
533.59-10	DEPRECIATION EXPENSE	54,677	-	-	0.00%
* OPERATING EXPENDITURES		184,631	187,820	195,495	4.09%
<i>CAPITAL EXPENDITURES</i>					
533.64-10	EQUIP - REPLACEMENT	4,195	9,778	38,778	296.58%
533.64-11	EQUIP - VEHICLE REPLACEMENT	63,742	66,623	37,000	-44.46%
533.64-14	EQUIP - NEW COMPUTERS	-	2,400	1,000	-58.33%
533.64-15	EQUIP - NEW	14,717	28,520	47,800	67.60%
533.64-17	EQUIP-NEW VEHICLES	-	-	40,000	100.00%
533.64-23	SOFTWARE	1,500	1,200	-	-100.00%
533.64-25	FUTURE PROJECTS	214,174	905,122	-	-100.00%

FUND 401
 DEPT 33
 DIVISION 02

WATER DISTRIBUTION DIVISION EXPENSES

<u>ACCT #</u>	<u>ACCOUNT DESCRIPTION</u>	<u>AUDITED ACTUALS 2013-2014</u>	<u>REVISED BUDGET 2014-2015</u>	<u>ADOPTED BUDGET 2015-2016</u>	<u>% CHANGE OVER FY 14-15</u>
533.69-98	ASSET RECLASS-CIP	(209,985)	-	-	0.00%
533.69-99	ASSET RECLASSIFICATION	(81,053)	-	-	0.00%
* CAPITAL EXPENDITURES		7,290	1,013,643	164,578	-83.76%
TOTAL WATER DISTRIBUTION		667,332	1,680,078	791,398	-52.90%

FUND 401
DEPT 33
DIVISION 02

WATER DISTRIBUTION DIVISION EXPENSE JUSTIFICATION

ACCOUNT DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2015-2016
533.12-10 REGULAR SALARIES	SALARIES FOR REGULAR EMPLOYEES	290,155	290,155
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	21,005	21,005
533.22-20 FL STATE RETIREMENT	FRS RETIREMENT CONTRIBUTIONS FOR REGULAR EMPLOYEES	23,327	23,327
533.23-10 HEALTH INSURANCE	HEALTH INSURANCE PREMIUMS FOR EMPLOYEES	37,404	37,404
533.23-15 DENTAL INSURANCE	DENTAL INSURANCE PREMIUMS FOR EMPLOYEES	2,218	2,218
533.23-20 LIFE INSURANCE	LIFE INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	1,630	1,630
533.23-21 SHORT-TERM DISABILITY	SHORT-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	1,225	1,225
533.23-30 DEPENDENT HEALTH INSURANCE	SUBSIDIZED HEALTH INSURANCE PREMIUMS FOR EMPLOYEES' DEPENDENTS	30,128	30,128
533.23-35 DEPENDENT DENTAL INSURANCE	SUBSIDIZED DENTAL INSURANCE PREMIUMS FOR EMPLOYEES' DEPENDENTS	2,934	2,934
533.23-40 LONG TERM DISABILITY	LONG-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	748	748
533.24-10 WORKERS' COMPENSATION	WORKERS' COMPENSATION INSURANCE	8,931	8,931
533.31-10 CITY ATTORNEY	CITY ATTORNEY	500	500
533.31-15 ENGINEERING	GENERAL ENGINEERING SERVICES TO INCLUDE EASEMENTS, SURVEYING AND TITLE SEARCHES, & MISC	6,000	6,000
533.34-10 CONTRACTUAL SERVICES	RAILROAD CROSSING COSTS: TAVA-52-041 (NEAR DISSTON AVE) TAVA-52-124 (NEAR CAROLINE ST) TAVA-62-130 (ETOWAH) TAVA-61-137 (RUBY ST) TAVA-61-146 (LAKE DORA CIR) TAVA-61-147 (NEAR DISSTON AVE) TAVA-61-160 (NEAR US 441/SR 500) TAVA-61-161 (AH BEHIND FIRE STATION # 1 ALFRED ST) TAVA- (12" WATER LINE - PAVILLION) TAVA- (12" WATER LINE - DORA DR, DORA AVE) NAVIGATOR TECHNICAL SUPPORT - CROSS CONNECTION (TOKAY) CONSTRUCTION WATER SPECIFICATIONS UPGRADES DIGITAL SCANNING OF ARCHIVED UTILITY MAPS	1,035 2,600 1,090 1,040 1,035 1,035 1,245 1,025 1,025 1,025 1,000 2,460 8,150	23,765
533.40-10 TRAVEL & PER DIEM	DISTRIBUTION STAFF TO MAINTAIN LICENSES & CEU REQUIREMEI SUPERVISOR DISTRIBUTION RELATED SEMINAR / TRAINING CROSS CONNECTION TRAINING FOR CC COORDINATOR ADMINISTRATIVE ASSISTANT (2) TRAINING UTILITY DIRECTOR TRAINING /SEMINAR	3,000 1,000 1,000 1,000 1,000	7,000
533.41-10 TELEPHONE	NEXTEL VERIZON	3,352 776	4,128
533.41-20 OTHER COMMUNICATION	NO AMOUNT BUDGETED	-	-
533.41-30 POSTAGE	CORRESPONDENCE AND MAIL RELATED TO CROSS - CONNECTION, PACKAGE SHIPPING, ETC.	1,500	1,500
533.44-10 RENTALS & LEASES	RENTAL OF EQUIPMENT FOR EMERGENCIES, ETC.	1,000	1,000
533.45-10 LIABILITY	LIABILITY INSURANCE	16,058	16,058
533.46-10 BUILDING	REPAIR & MAINTENANCE TO BUILDINGS, ROOFS, ETC.	2,800	9,500

FUND 401
 DEPT 33
 DIVISION 02

WATER DISTRIBUTION DIVISION EXPENSE JUSTIFICATION

ACCOUNT DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2015-2016
	MATERIALS PAD / BARRIERS FOR STORAGE OF SUPPLIES	6,700	
533.46-15 EQUIPMENT	DAILY UPKEEP OF SMALL EQUIPMENT FOR NORMAL & EMERGENCIES OPERATIONS	1,500	1,500
533.46-25 MISCELLANEOUS	MISC. REPAIRS TO DISTRIBUTION SYSTEM FOR NORMAL & EMERGENCY OPERATIONS	1,500	1,500
533.46-30 VEHICLE	FLEET MAINTENANCE OF DISTRIBUTION VEHICLES	7,000	7,000
533.46-50 DISTRIBUTION	MISC PARTS OFR INSTALLATION OF POTABLE SERVICES, IRRIGATION SERVICES, PARTS FOR METER EXCHANGE PROGRAM, EMERGENCIES, AND UNEXPECTED BREAKS	23,000	23,000
533.47-10 PRINTING & BINDING	WATER CONSERVATION & PUBLIC AWARENESS NOTICES, REGULATORY NOTIFICATIONS	500	500
533.49-10 ADVERTISING	BIDS, CROSS CONNECTION CONTROL, ETC.	112	112
533.51-10 OFFICE SUPPLIES	PENS, PAPER, BINDERS, PRINT SUPPLIES, FAX SUPPLIES, ETC.	1,500	1,500
533.52-10 OPERATING SUPPLIES	STOCK REPLACEMENT SUPPLIES FOR NEW SERVICES: INSTALLATIONS, EMERGENCY SUPPLIES, ETC. MISC TOOLS FOR DAILY OPERATIONS (NEW EMPLOYEE)	26,000 2,000	28,000
533.52-11 DURABLE GOODS	2 GRUNDOMAT BORING TOOLS (ANNUAL MAINT)	1,260	1,260
533.52-15 FUEL COSTS	FUEL COSTS	10,384	10,384
533.52-17 NEW METERS	NEW POTABLE AND IRRIGATION METER INSTALLATIONS	26,850	26,850
533.52-18 REPLACEMENT METERS	METER REPLACEMENT TO DAMAGED METERS, 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	WEEKLY RENTAL OF UNIFORMS FOR DISTRIBUTION STAFF WORK BOOTS - 7 EMPLOYEES	6,000 1,050	7,050
533.52-31 METER UPGRADE PROGRAM	NO AMOUNT BUDGETED	-	-
533.54-10 BKS, PUB, SUB, MEM, LIB	SUBSCRIPTIONS & REFERENCE MATERIALS FOR EMPLOYEES WATER REUSE ANNUAL MEMBERSHIP (SPLIT W/WW)	988 350	1,338
533.59-10 DEPRECIATION EXPENSE	NO AMOUNT BUDGETED	-	-
533.64-10 EQUIP - REPLACEMENT	FIRE HYDRANTS REPLACEMENT PROGRAM (2 @ \$1,889 EA) REPLACE 2 VFD'S FOR PUMPS AT PLANT 1 (\$10,000 EA) REPLACE CRANE ON TRUCK #927	3,778 20,000 15,000	38,778
533.64-11 EQUIP-VEHICLE REPLACEMENT	REPLACE 2008 FORD 250 4X4 (TRUCK #925 - 110,000 MILES)	37,000	37,000
533.64-14 EQUIP - NEW COMPUTERS	LAPTOP FOR ADMIN ASSISTANT TO ACCESS LOGMEIN WHILE IN TRAINING, SEMINARS, ETC.	1,000	1,000
533.64-15 EQUIP - NEW	3 FIRE HYDRANTS (CIP IMPLEMENTED) INSERTION VALVE PROGRAM (CIP PROGRAM) CONCRETE SAW WELL POINTS & MISC EQUIPMENT FOR SAME - USED FOR DITCH DEWATERING FOR MAIN REPAIRS MOBILE DATA COLLECTOR TO READ WATER METERS TO CONTROL REVENUE LOSS SHELVING & WIRE PARTITIONS FOR INVENTORY ORGANIZATION AT PLANT #4	7,500 13,000 1,300 5,000 10,000 11,000	47,800
533.64-17 EQUIP-NEW VEHICLES	FORKLIFT FOR INVENTORY CONTROL	40,000	40,000

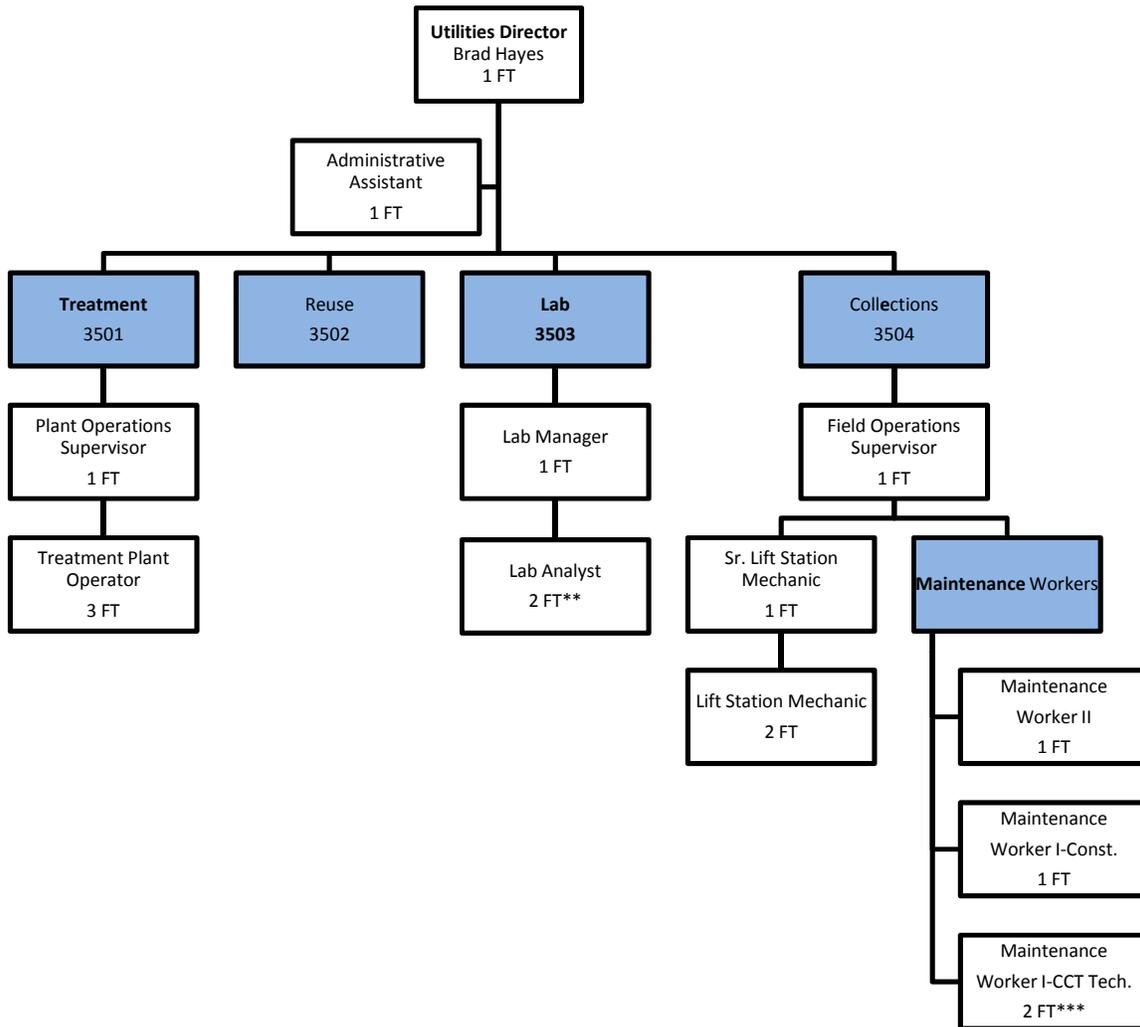
FUND 401
DEPT 33
DIVISION 02

WATER DISTRIBUTION DIVISION EXPENSE JUSTIFICATION

<u>ACCOUNT DESCRIPTION</u>	<u>COMMENTS</u>	<u>DETAIL</u>	<u>ADOPTED BUDGET 2015-2016</u>
533.64-23 SOFTWARE	NO AMOUNT BUDGETED	-	-
533.64-25 FUTURE PROJECTS	NO AMOUNT BUDGETED	-	-
533.69-98 ASSET RECLASS-CIP	NO AMOUNT BUDGETED	-	-
533.69-99 ASSET RECLASSIFICATION	NO AMOUNT BUDGETED	-	-

Wastewater

Division 35*



*Wastewater is a Division of the Utilities Department.

**Upgrading Lab Technician to Lab Analyst.

***Additional Utility Service Maintenance Tech requested.

Position Summary

Authorized Positions	Pos. #	2013-2014	2014-2015	2015-2016
Full Time:				
Administrative Assistant ¹	25004	1	1	1
Lab Analyst	24012	1	1	2
Lab Manager	24006	1	1	1
Lab Tech	35004	1	1	0
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	1	1	2
Maintenance Worker I	24009	0	0	0
Plant Operations Supervisor	24004	1	1	1
Sr. Lift Station Mechanic	35001	1	1	1
Treatment Plant Operator ³	24005	3	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	17
Total No. of Positions:		16	16	17
Total FTEs:		16	16	17

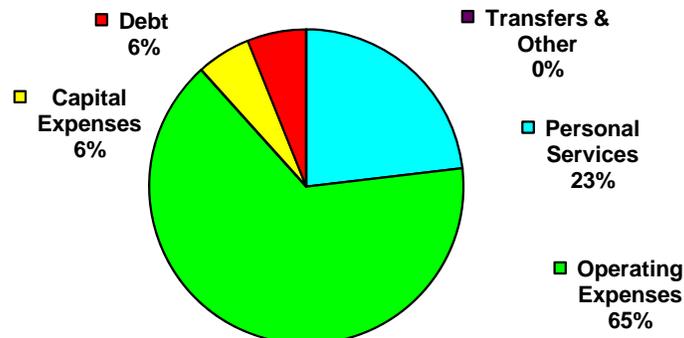
Notes:

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 new Treatment Operator for FY2015 was budgeted as a shared position 50% Water & 50% Sewer - Position for FY2015.

Budget Summary

	Audited Actuals 2013-2014	Revised Budget 2014-2015	Adopted Budget 2015-2016	% Change Over FY 14-15
<i>Division Summary</i>				
Treatment-3501				
Personal Services	262,633	314,953	334,483	6.20%
Operating Expenses	2,413,851	2,521,017	2,466,344	-2.17%
Capital Expenses	28,849	167,765	30,000	-82.12%
Debt	37,461	312,076	293,536	-5.94%
Transfers & Other	-	-	-	0.00%
Total Treatment	<u>2,742,794</u>	<u>3,315,811</u>	<u>3,124,363</u>	<u>-5.77%</u>
Reuse-3502				
Personal Services	-	-	-	0.00%
Operating Expenses	24,855	91,106	150,096	64.75%
Capital Expenses	-	13,800	12,500	-9.42%
Debt	-	-	-	0.00%
Transfers & Other	-	-	-	0.00%
Total Reuse	<u>24,855</u>	<u>104,906</u>	<u>162,596</u>	<u>54.99%</u>
Lab-3503				
Personal Services	209,753	226,313	244,006	7.82%
Operating Expenses	99,028	117,997	118,032	0.03%
Capital Expenses	-	22,133	39,500	78.47%
Debt	-	-	-	0.00%
Transfers & Other	-	-	-	0.00%
Total Lab	<u>308,781</u>	<u>366,443</u>	<u>401,538</u>	<u>9.58%</u>
Collection-3504				
Personal Services	438,555	462,462	538,790	16.50%
Operating Expenses	410,670	438,192	414,595	-5.39%
Capital Expenses	(28,768)	166,291	187,230	12.59%
Debt	-	-	-	0.00%
Transfers & Other	-	-	-	0.00%
Total Collection	<u>820,457</u>	<u>1,066,945</u>	<u>1,140,615</u>	<u>6.90%</u>
Grand Total Wastewater	<u>\$ 3,896,887</u>	<u>\$ 4,854,105</u>	<u>\$ 4,829,112</u>	<u>-0.51%</u>
<i>Category Summary</i>				
Personal Services	910,941	1,003,728	1,117,279	11.31%
Operating Expenses	2,948,404	3,168,312	3,149,067	-0.61%
Capital Expenses	81	369,989	269,230	-27.23%
Debt	37,461	312,076	293,536	-5.94%
Transfers & Other	-	-	-	0.00%
Grand Total Wastewater	<u>\$ 3,896,887</u>	<u>\$ 4,854,105</u>	<u>\$ 4,829,112</u>	<u>-0.51%</u>

2016 APPROPRIATIONS



2016 OPERATING BUDGET

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 orange groves. 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 2013	Actual 2014	Est. 2015	Projected 2016
1.	Lift Stations Maintained	74	74	77	79
2.	Wastewater Plant Capacity (MGD)	3	3	3	3
3.	Daily Average Flow (MGD): Treatment	1.40	1.1	1.3	1.3
4.	Daily Average Flow (MGD): Reuse	N/A	0.3	0.3	0.4
5.	After Hours Lift Station Emergencies	1	15	15	15
6.	Regulatory Wastewater Analysis	2,754	2,639	2,650	2,500
7.	Regulatory Drinking Water Analysis	492	260	150	450
8.	Process Control Analysis	1,382	1,476	1,500	1,300
9.	Misc. Analysis: Quality Control, Proficiency Testing, Collaborative Trials, Special Projects Lake Dora Stormwater	723	720	750	1,000
10.	Miles of Wastewater Lines Maintained	40	40	110	114
11.	Miles of Reclaimed Lines Maintained	12	12	12	14
12.	Miles of New Wastewater lines to be installed	0	0	3	3
13..	Miles of New Reclaimed Lines to be installed	0	5	2	2

2016 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.

2016 OPERATING BUDGET

WASTEWATER (continued)

PROGRAM HIGHLIGHTS

2016 OBJECTIVES

Wastewater Treatment

1. Continue to develop world class preventative maintenance (P/M) program (CMMS).
2. WWTP Operators continue pursuit of college degrees. Tim Claitor received an AS in Env Sci and Jim Wyker continues with his BS in Env Sci.
3. Continue training James Anderson for C level WW operator certification.
4. Continue to support a cross training program for operator certification.
5. Seek and develop more improved energy conservation.
6. Expand and continue to host Operator CEU training in Tavares at the UAB.
7. Purchase and Install 5th Blower (last of 5) @ Digester (Capital Improvement 5 year plan).
8. Meet all Regulatory permit requirements for Public Reuse.
9. Pursue WWTP Excellence Awards.
10. Install mixers at Caroline Capitol Lift station for better treatment and electrical efficiency.
11. Continue developing capital improvement future projects.

Wastewater Lab

1. Complete training of Laboratory Technician for Chloride and Nitrate methods following installation of new autotitrator.
2. Complete update and digital transfer of Aquatic Plan for Splash Park.
3. Remotely treat all splash park diarrheal fecal incidents through SCADA.
4. Research the feasibility of performing the new permitted analytes, TKN and TP in house with the possibility of gaining TNI certification.
5. Gain approval from FDEP for an alternate chlorine test method so that we can install a CLT10 chlorine probe at the WWTP to replace the CL17 analyzer. This instrument has less maintenance and will be a cost savings to the City.
6. Generate a new X-LIMS report that will enable us to query multiple analytes from a single sample location
7. Determine the feasibility of performing Fluoride analysis and collection of bacteriological samples for the Water Department to ease their workloads.
8. Arrange for Teresa to sit for her WW class "C" exam and to work in the Operations Department to achieve the necessary "time" so that she may gain her licensure.
9. Complete Phase 1 of Lake Frances sewer improvements.
10. Develop a beautification plan for providing a more appealing look to lift stations.
11. Begin the implementation of CMMS work order system.

Wastewater Collections

1. Implement new air relief valve program by locating, placing in GIS system, and replacing any defective valves.
2. Continue CCTV inspection of collection system to update mapping system.
3. Develop flow isolation plan northwest of treatment plant for inflow and infiltration studies.
4. Continue to minimize and reduce the after hours emergency calls due to line blockages, pump failures, etc.
5. Install stationary generators at 3 lift stations - 8 and 16.
6. Rebuild lift stations and electrical panels for lift stations 33 and 39.
7. Rebuild electrical panels for lift stations 35,39, and 47.
8. Replace old "T" rails in stations with new stainless round rails. 8 stations total.
9. Complete Phase 1 of Lake Frances sewer improvements.
10. Develop a beautification plan for providing a more appealing look to lift stations.
11. Begin the implementation of CMMS work order system.

2015 ACCOMPLISHMENTS

Customer Focus, Innovation & Technology, and Organizational Performance

Wastewater Treatment:

1. Complete 1st program (Tim) 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 at Digester (Capital Improvement 5 year plan).
6. Meet all Regulatory permit requirements for Public Reuse.

2016 OPERATING BUDGET

WASTEWATER (continued)

PROGRAM HIGHLIGHTS

2015 ACCOMPLISHMENTS (Continued)

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. Completed second upgrade on monthly data report to include TKN and TP for reuse.
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 analytes 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 their 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.

FUND 401
 DEPT 35
 DIVISION 01

WASTEWATER TREATMENT EXPENSES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2013-2014	REVISED BUDGET 2014-2015	ADOPTED BUDGET 2015-2016	% CHANGE OVER FY 14-15
<i>SALARIES AND BENEFITS</i>					
535.12-10	REGULAR SALARIES	193,144	214,992	223,769	4.08%
535.13-10	OTHER SALARIES & WAGES	180	-	-	0.00%
535.14-10	OVERTIME	4,043	8,035	8,035	0.00%
535.15-60	ELECTR TABLET ALLOWANCE	225	-	-	0.00%
535.21-10	FICA / MED TAXES	14,012	17,529	16,718	-4.63%
535.22-20	FL STATE RETIREMENT	18,875	24,282	25,609	5.46%
535.23-10	HEALTH INSURANCE	18,551	26,272	28,197	7.33%
535.23-15	DENTAL INSURANCE	1,042	1,483	1,672	12.74%
535.23-20	LIFE INSURANCE	1,061	939	1,268	35.04%
535.23-21	SHORT-TERM DISABILITY INS.	709	877	907	3.42%
535.23-30	DEPENDENT HEALTH INSURANCE	4,728	12,051	21,090	75.01%
535.23-35	DEPENDENT DENTAL INSURANCE	1,349	2,217	2,536	14.39%
535.23-40	LONG TERM DISABILITY	486	598	581	-2.84%
535.24-10	WORKERS' COMPENSATION	4,228	5,678	4,101	-27.77%
535.25-10	UNEMPLOYMENT COMPENSATION	-	-	-	0.00%
*	SALARIES AND BENEFITS	262,633	314,953	334,483	6.20%
<i>OPERATING EXPENDITURES</i>					
535.31-15	ENGINEERING	8,809	60,416	55,000	-8.96%
535.32-10	AUDIT SERVICES	7,350	16,720	15,056	-9.95%
535.34-10	CONTRACTUAL SERVICES	149,506	232,518	145,311	-37.51%
535.40-10	TRAVEL & PER DIEM	6,429	10,050	11,000	9.45%
535.41-10	TELEPHONE	5,707	6,705	3,873	-42.24%
535.41-20	OTHER COMMUNICATION	-	-	877	100.00%
535.41-30	POSTAGE	63	400	400	0.00%
535.43-10	ELECTRIC, WATER, GAS	418,968	467,773	423,326	-9.50%
535.44-10	RENTALS & LEASES	2,399	3,400	3,400	0.00%
535.45-10	LIABILITY	41,126	44,837	45,073	0.53%
535.46-10	REPAIR & MAINT. - BUILDING	920	3,000	3,000	0.00%
535.46-15	REPAIR & MAINT. - EQUIPMENT	14,446	33,500	33,500	0.00%
535.46-17	INSURANCE RECOVERY	26,131	-	-	0.00%
535.46-25	REPAIR & MAINT. - MISC.	333	6,000	6,000	0.00%
535.46-30	REPAIR & MAINT. - VEHICLE	2,989	4,000	4,000	0.00%
535.46-85	SCADA MAINTENANCE	20,495	25,500	30,000	17.65%
535.47-10	PRINTING & BINDING	111	400	400	0.00%
535.49-10	ADVERTISING	2,838	1,000	1,000	0.00%
535.51-10	OFFICE SUPPLIES	763	1,000	1,000	0.00%
535.52-10	OPERATING SUPPLIES	13,377	16,100	11,850	-26.40%
535.52-11	DURABLE GOODS	-	1,200	1,200	0.00%
535.52-15	FUEL COSTS	23,596	16,833	21,238	26.17%
535.52-25	UNIFORMS	2,001	2,250	2,250	0.00%
535.52-65	OPERATING CHEMICALS	61,874	90,538	98,000	8.24%
535.52-95	SCADA SUPPLIES	-	6,935	3,325	-52.05%
535.54-10	BKS, PUB, SUB, MEM, LIB	1,390	1,500	1,500	0.00%
535.59-10	DEPRECIATION EXPENSE	607,572	-	-	0.00%
535.59-15	TRANSFER TO G/F	270,352	300,888	325,715	8.25%
535.59-20	REIMBURSEMENT TO G/F	312,695	298,422	320,418	7.37%
535.59-70	TRANSFER TO SRF LOAN DEBT	261,611	708,482	748,632	5.67%
535.59-78	TRANSFER TO W/WW RRI FUND	150,000	150,000	150,000	0.00%
535.59-79	TRANSFER TO PROJECT FUND	-	10,650	-	-100.00%
*	OPERATING EXPENDITURES	2,413,851	2,521,017	2,466,344	-2.17%

FUND 401
 DEPT 35
 DIVISION 01

WASTEWATER TREATMENT EXPENSES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2013-2014	REVISED BUDGET 2014-2015	ADOPTED BUDGET 2015-2016	% CHANGE OVER FY 14-15
<i>CAPITAL EXPENDITURES</i>					
535.63-60	LANDSCAPING	-	9,000	-	-100.00%
535.64-10	EQUIP - REPLACEMENT	47,643	114,370	-	-100.00%
535.64-11	EQUIP - VEHICLE REPLACEMENT	14,947	-	25,000	100.00%
535.64-13	EQUIP - COMPUTER REPLACEMENT	-	6,699	-	-100.00%
535.64-15	EQUIP - NEW	14,424	14,171	-	-100.00%
535.64-23	SOFTWARE	6,440	4,713	5,000	6.09%
535.64-25	FUTURE PROJECTS	-	18,812	-	-100.00%
535.69-99	ASSET RECLASSIFICATION	(54,605)	-	-	0.00%
* CAPITAL EXPENDITURES		28,849	167,765	30,000	-82.12%
<i>DEBT SERVICE</i>					
535.71-30	REV BOND 2000 SPLIT 40-60	-	204,000	197,500	-3.19%
535.72-30	REV BOND 2000 SPLIT 40-60	37,461	107,576	96,036	-10.73%
535.73-10	DEBT SERVICE COSTS	-	500	-	-100.00%
* DEBT SERVICE		37,461	312,076	293,536	-5.94%
TOTAL WASTEWATER TREATMENT		2,742,794	3,315,811	3,124,363	-5.77%

FUND 401
 DEPT 35
 DIVISION 01

WASTEWATER TREATMENT EXPENSE JUSTIFICATION

ACCOUNT DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2015-2016
535.12-10 REGULAR SALARIES	SALARIES FOR REGULAR EMPLOYEES	223,769	223,769
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
535.15-60 ELECTR TABLET ALLOWANCE	NO AMOUNT BUDGETED	-	-
535.21-10 FICA / MED TAXES	SOCIAL SECURITY AND MEDICARE TAX BENEFIT	16,718	16,718
535.22-20 FL STATE RETIREMENT	FRS RETIREMENT CONTRIBUTIONS FOR REGULAR EMPLOYEES	25,609	25,609
535.23-10 HEALTH INSURANCE	HEALTH INSURANCE PREMIUMS FOR EMPLOYEES	28,197	28,197
535.23-15 DENTAL INSURANCE	DENTAL INSURANCE PREMIUMS FOR EMPLOYEES	1,672	1,672
535.23-20 LIFE INSURANCE	LIFE INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	1,268	1,268
535.23-21 SHORT-TERM DISABILITY	SHORT-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	907	907
535.23-30 DEPENDENT HEALTH INSURANC	SUBSIDIZED HEALTH INSURANCE PREMIUMS FOR EMPLOYEES' DEPENDENTS	21,090	21,090
535.23-35 DEPENDENT DENTAL INSURANC	SUBSIDIZED DENTAL INSURANCE PREMIUMS FOR EMPLOYEES' DEPENDENTS	2,536	2,536
535.23-40 LONG TERM DISABILITY	LONG-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	581	581
535.24-10 WORKERS' COMPENSATION	WORKERS' COMPENSATION INSURANCE	4,101	4,101
535.31-15 ENGINEERING	ENGINEERING SERVICES RELATED TO ON-GOING ACTIVE PROJECTS PERTAINING TO WASTEWATER COST STUDY FOR CLASS A BIOSOLIDS (ROLLOVER)	25,000 30,000	55,000
535.32-10 AUDIT SERVICES	AUDIT SERVICES SINGLE AUDIT	9,216 5,840	15,056
535.34-10 CONTRACTUAL SERVICES	BLACKBOARD CONNECT MASS NOTIFICATION (SHARED WITH POLICE, FIRE, WATER & SOLID WASTE) RESIDUAL DISPOSAL AS REQUIRED BY DEP REGULATORY PLANT PERMITTING RENEWAL ANNUAL FLOW METER CALIBRATIONS FOR RAS, INFLUENT, EFFLUENT & MISC FLOW METERS AS REQUIRED BY DEP DISPOSAL OF SAND, GRIT, RAGS & DEBRIS FROM TANKS WEEKLY CLEANING OF WWTP OPERATIONS BLDG LANDSCAPE MAINT OF WOODLEA PLANT GROUNGS WINDPOWER FEASIBILITY STUDY SEWER LINES IN RR ROW DIGITAL SCANNING OF ARCHIVED UTILITY MAPS WOODLEA ROLL DUMPSTER - WASTE MANAGEMENT RAFTELIS FINANCE CONSULTANTS	2,320 66,000 21,750 1,000 10,000 4,000 8,000 20,000 5,400 5,000 591 1,250	145,311
535.40-10 TRAVEL & PER DIEM	STAR 12 MEMBERSHIP - ADMIN ASSISTANT, PLANT SUPERVISOR PLANT RELATED / SUPERVISOR TRAINING CEU TRAINING & TRAVEL EXPENSES FOR CERTIFIED OPERATORS AND NEW MECHANIC	500 5,250 5,250	11,000
535.41-10 TELEPHONE	NEXTEL VERIZON DOMS FAX, SCADA LINES	2,394 909 570	3,873
535.41-20 OTHER COMMUNICATION	MONTHLY MI-FI FOR SCADA AT WWTP	877	877
535.41-30 POSTAGE	POSTAGE FOR REGULATORY MAILINGS, PUBLIC NOTICES, ETC.	400	400

FUND 401
 DEPT 35
 DIVISION 01

WASTEWATER TREATMENT EXPENSE JUSTIFICATION

ACCOUNT DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2015-2016
535.43-10 ELECTRIC, WATER, GAS	ELECTRIC WATER	352,596 70,730	423,326
535.44-10 RENTALS & LEASES	LEASE OF COPY MACHINE RENTAL OF EQUIPMENT, AS NEEDED	2,400 1,000	3,400
535.45-10 LIABILITY	LIABILITY AND POLLUTION INSURANCE	45,073	45,073
535.46-10 BUILDING	REPAIRS & MAINT TO WWTP BUILDINGS, STRUCTURES	3,000	3,000
535.46-15 EQUIPMENT	REPAIRS TO SUCH ITEMS AS CHART RECORDERS, PROBES, CHLORINE, & TURBIDITY ANALYZERS, PUMPS, MOTORS, & OTHER ITEMS PREVENTATIVE MAINTENANCE OF CHLORINE SYSTEM CONTRACT TO REPAIR MISC EQUIPMENT AROUND PLANT SUCH AS PUMPS, FILTERS, ETC.	12,000 1,500 20,000	33,500
535.46-17 INSURANCE RECOVERY	NO AMOUNT BUDGETED	-	-
535.46-25 MISCELLANEOUS	REPAIRS TO SUCH ITEMS AS FLOW METERS, VALVES, ETC. MAINT PLAN FOR TRASH BUILD UP IN WWTP TANKS	1,000 5,000	6,000
535.46-30 VEHICLE	ROUTINE PREVENTATIVE MAINT & REPAIR TO VEHICLES	4,000	4,000
535.46-85 SCADA MAINTENANCE	CONTRACT FOR TROUBLESHOOTING & MAINT OR SCADA SYSTEM	30,000	30,000
535.47-10 PRINTING & BINDING	BUSINESS CARDS, MAPS, PAMPHLETS, ETC.	400	400
535.49-10 ADVERTISING	ADVERTISING FOR GRANTS, EMPLOYMENT, ETC.	1,000	1,000
535.51-10 OFFICE SUPPLIES	GENERAL OFFICE SUPPLIES	1,000	1,000
535.52-10 OPERATING SUPPLIES	SAFETY EQUIPMENT FOR OPERATORS COPY PAPER, PAPER TOWELS, ETC CLEANING SUPPLIES OILS & DEGREASERS FOR PLANT & TANKS CELL PHONE REPLACEMENTS, CASES CDL LICENSE RENEWALS, CERTIFICATIONS INSTALLATION / REPAIRS TO PHONE LINES ADDITIONAL COPIES PER LEASE MONTHLY USE OF DUMPSTER HAND TOOLS (SUPPLY NEW EMPLOYEE) GIS YEARLY MAINT FEE CITY SHIRTS - ADMIN ASSIST, PLANT SUPERVISOR, DIRECTOR	750 1,000 1,000 2,500 500 500 500 1,500 1,000 1,750 100 750	11,850
535.52-11 DURABLE GOODS	BATTERIES FOR GENERATORS AT WWTP, CAROLINE PLANT REPLACEMENT MONITORS (ROLLOVER)	720 480	1,200
535.52-15 FUEL COSTS	FUEL COSTS	21,238	21,238
535.52-25 UNIFORMS	WEEKLY UNIFORM RENTAL - 5 EMPLOYEES WORK BOOTS - 5 EMPLOYEES @ \$150 EACH	1,500 750	2,250
535.52-65 OPERATING CHEMICALS	SODIUM HYPOCHLORITE FOR DISINFECTION OF EFFLUENT HTH (GRANULAR CHLORINE) FOR CLEANING FILTERS POLYMER FOR BELT PRESS GLYCERINE TO SUPPLEMENT, IF NECESSARY	55,000 3,000 25,000 15,000	98,000
535.52-95 SCADA SUPPLIES	BATTERIES FOR SCADA PLC'S FOR BATTERY BACKUP IN CASE OF OUTAGE REPLACEMENT OF ETHERNET SWITCHES FOR SCADA	325 3,000	3,325
535.54-10 BKS, PUB, SUB, MEM, LIB	REFERENCE MATERIALS, MGT LITERATURE, ASSOCIATION MEMBERSHIPS	1,500	1,500

FUND 401
 DEPT 35
 DIVISION 01

WASTEWATER TREATMENT EXPENSE JUSTIFICATION

ACCOUNT DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2015-2016
535.59-10 DEPRECIATION EXPENSE	NO AMOUNT BUDGETED	-	-
535.59-15 TRANSFER TO G/F	OPERATING TRANSFER TO GENERAL FUND	325,715	325,715
535.59-20 REIMBURSEMENT TO G/F	REIMBURSEMENT TO GEN FUND - ADMIN & GEN SVCS	320,418	320,418
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 PAYMENTS DUE 12-15-15 & 6-15-16	239,428	748,632
	TRANSFER TO SRF DEBT SVC FUND-PRECONST RECLAIM (75,704/2) 7189060	28,729	
	PAYMENTS DUE 10-15-15 & 4-15-16		
	TRANSFER TO SRF DEBT SVC FUND RECLAIM P1 WW350910 (158192/2)	82,472	
	PAYMENTS DUE 10-15-15 & 4-15-16		
	TRANSFER TO SRF DBET SVC FUND RECLAIM PHASE 2&3 WW350920 (\$204,228/2)	101,601	
	TRANSFER TO SRF DEBT SVC FUND SEWER REHAB DP350900	296,402	
535.59-78 TRANSFER TO W/WW RRI FUND	TRANSFER TO RR&I FUND	150,000	150,000
535.59-79 TRANSFER TO PROJECT FUND	NO AMOUNT BUDGETED	-	-
535.63-60 LANDSCAPING	NO AMOUNT BUDGETED	-	-
535.64-10 EQUIP - REPLACEMENT	NO AMOUNT BUDGETED	-	-
535.64-11 EQUIP-VEHICLE REPLACEMENT	REPLACE 2001 FORD RANGER W/ 2015 FORD ESCAPE	25,000	25,000
535.64-13 EQUIP - COMP REPLACEMENT	NO AMOUNT BUDGETED	-	-
535.64-15 EQUIP - NEW	NO AMOUNT BUDGETED	-	-
535.64-23 SOFTWARE	CMMS MAINTENANCE SOFTWARE	5,000	5,000
535.64-25 FUTURE PROJECTS	NO AMOUNT BUDGETED	-	-
535.69-99 ASSET RECLASSIFICATION	NO AMOUNT BUDGETED	-	-
535.71-30 REV BOND 2000 SPLIT 40-60	UTILITY SYSTEM BOND SERIES 2012A 4.72M	8/1/2016 135,000	197,500
	UTILITY SYSTEM BOND SERIES 2012B 2.37M	8/1/2016 62,500	
535.72-30 REV BOND 2000 SPLIT 40-60	UTILITY SYSTEM BOND SERIES 2012A 4.72M	2/1/2016 32,886	96,036
	UTILITY SYSTEM BOND SERIES 2012B 2.37M	8/1/2016 32,886	
		2/1/2016 15,132	
		8/1/2016 15,132	
535.73-10 DEBT SERVICE COSTS	NO AMOUNT BUDGETED	-	-

FUND 401
 DEPT 35
 DIVISION 02

WASTEWATER REUSE EXPENSES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2013-2014	REVISED BUDGET 2014-2015	ADOPTED BUDGET 2015-2016	% CHANGE OVER FY 14-15
<i>OPERATING EXPENDITURES</i>					
535.31-15	ENGINEERING	-	5,000	51,750	935.00%
535.34-10	CONTRACTUAL SERVICES	7,536	17,290	29,990	73.45%
535.41-10	TELEPHONE	-	200	-	-100.00%
535.44-10	RENTALS & LEASES	1,864	1,865	1,864	-0.05%
535.46-15	REPAIR & MAINT. - EQUIPMENT	810	10,260	10,000	-2.53%
535.47-10	PRINTING & BINDING	-	300	300	0.00%
535.51-10	OFFICE SUPPLIES	-	1,000	1,000	0.00%
535.52-10	OPERATING SUPPLIES	10,257	27,341	27,342	0.00%
535.52-22	REUSE METERS	885	24,850	24,850	0.00%
535.52-95	SCADA SUPPLIES	-	3,000	3,000	0.00%
535.59-10	DEPRECIATION EXPENSE	3,503	-	-	0.00%
* OPERATING EXPENDITURES		24,855	91,106	150,096	64.75%
<i>CAPITAL EXPENDITURES</i>					
535.64-10	EQUIP - REPLACEMENT	8,324	8,500	9,500	11.76%
535.64-14	EQUIP - NEW COMPUTERS	1,448	-	-	0.00%
535.64-15	EQUIP - NEW	1,675	5,300	3,000	-43.40%
535-69-98	ASSET RECLASS - CIP	(1,675)	-	-	0.00%
535-69-99	ASSET RECLASSIFICATION	(9,772)	-	-	0.00%
* CAPITAL EXPENDITURES		-	13,800	12,500	-9.42%
TOTAL WASTEWATER-REUSE		24,855	104,906	162,596	54.99%

FUND 401
 DEPT 35
 DIVISION 02

WASTEWATER REUSE EXPENSE JUSTIFICATION

ACCOUNT DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2015-2016
535.31-15 ENGINEERING	ENGINEERING SERVICES RELATED TO REUSE RECLAIM MASTER PLAN	5,000 46,750	51,750
535.34-10 CONTRACTUAL SERVICES	REPAIR TO BROKEN LINES WEEKLY CLEANING OF UAB (SPLIT W/ WATER) LANDSCAPE MAINT OF UAB HVAC MAINTENANCE CONTRACT ELECTRICAL MAINTENANCE CONTRACT BI-ANNUAL MAINT OF BAMBOO FLOORS	2,000 3,140 3,930 8,220 9,700 3,000	29,990
535.41-10 TELEPHONE	NO AMOUNT BUDGETED	-	-
535.44-10 RENTALS & LEASES	LEASE OF COPY MACHINE	1,864	1,864
535.46-15 EQUIPMENT	REPAIRS TO REUSE LINE, PUMPS, MOTORS, ETC.	10,000	10,000
535.47-10 PRINTING & BINDING	BUSINESS CARDS, PAMPHLETS, ETC.	300	300
535.51-10 OFFICE SUPPLIES	OFFICE SUPPLIES FOR UAB	1,000	1,000
535.52-10 OPERATING SUPPLIES	PIPING & FITTINGS METER BOXES, BRASS FITTINGS, ETC. TRAINING ROOM SUPPLIES FOR UAB JANITORIAL SUPPLIES FOR UAB FUEL TANK REGISTRATION FOR GENERATOR- FDEP REQ ADDITIONAL COPIES OUTSIDE OF COPIER LEASE	2,000 22,000 1,000 1,500 50 792	27,342
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
535.59-10 DEPRECIATION EXPENSE	NO AMOUNT BUDGETED	-	-
535.64-10 EQUIP - REPLACEMENT	VISOTURB TSS PROBE CONTINGENCY AMOUNT FOR SECONDARY TSS ANALYZER INCUBATOR / OVEN / REFRIGERATOR CONTINGENCY IN-LINE YSI, CERLIC, AND CHLORINE PUMP REPLACEMENT CONTINGENCY	3,000 5,500 1,000	9,500
535.64-14 EQUIP - NEW COMPUTERS	NO AMOUNT BUDGETED	-	-
535.64-15 EQUIP - NEW	CANOPY FOR TRAINING ROOM SLAB	3,000	3,000
535.69-98 ASSET RECLASS-CIP	NO AMOUNT BUDGETED	-	-
535.69-99 ASSET RECLASSIFICATION	NO AMOUNT BUDGETED	-	-

FUND 401
DEPT 35
DIVISION 03

WASTEWATER LAB EXPENSES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2010-2011	REVISED BUDGET 2014-2015	ADOPTED BUDGET 2012-2013	% CHANGE OVER FY 11-12
<i>SALARIES AND BENEFITS</i>					
535.12-10	REGULAR SALARIES	147,293	149,453	163,145	9.16%
535.14-10	OVERTIME	4,269	12,000	12,000	0.00%
535.21-10	FICA / MED TAXES	10,253	11,140	12,140	8.98%
535.22-20	FL STATE RETIREMENT	10,493	12,130	13,539	11.62%
535.23-10	HEALTH INSURANCE	15,074	16,791	17,263	2.81%
535.23-15	DENTAL INSURANCE	835	908	1,023	12.67%
535.23-20	LIFE INSURANCE	818	605	882	45.79%
535.23-21	SHORT-TERM DISABILITY	567	582	657	12.89%
535.23-30	DEPENDENT HEALTH INSURANCE	13,870	15,882	17,216	8.40%
535.23-35	DEPENDENT DENTAL INSURANCE	1,124	1,221	1,396	14.33%
535.23-40	LONG TERM DISABILITY	374	386	401	3.89%
535.24-10	WORKERS' COMPENSATION	4,783	5,215	4,344	-16.70%
* SALARIES AND BENEFITS		209,753	226,313	244,006	7.82%
<i>OPERATING EXPENDITURES</i>					
535.34-10	CONTRACTUAL SERVICES	10,919	20,070	28,560	42.30%
535.40-10	TRAVEL & PER DIEM	5,751	7,543	7,374	-2.24%
535.41-10	TELEPHONE	3,975	3,514	3,108	-11.55%
535.41-30	POSTAGE	377	800	800	0.00%
535.45-10	LIABILITY	5,535	6,015	6,193	2.96%
535.46-15	REPAIR & MAINT. - EQUIPMENT	3,483	3,200	3,800	18.75%
535.46-25	REPAIR & MAINT. - MISC.	-	800	800	0.00%
535.51-10	OFFICE SUPPLIES	1,147	1,600	1,600	0.00%
535.52-10	OPERATING SUPPLIES	2,574	2,750	3,250	18.18%
535.52-11	DURABLE GOODS	-	160	642	301.25%
535.52-15	FUEL COSTS	-	528	-	-100.00%
535.52-24	SPLASH PARK	6,849	11,600	13,000	12.07%
535.52-25	UNIFORMS	1,421	1,450	1,450	0.00%
535.52-75	LAB SUPPLIES	27,061	35,495	32,493	-8.46%
535.52-80	LAB-OPERATING SUPPLIES	14,253	21,972	14,462	-34.18%
535.54-10	BKS, PUB, SUB, MEM, LIB	395	500	500	0.00%
535.59-10	DEPRECIATION EXPENSE	15,288	-	-	0.00%
* OPERATING EXPENDITURES		99,028	117,997	118,032	0.03%
<i>CAPITAL EXPENDITURES</i>					
535.64-10	EQUIP - REPLACEMENT	28,550	18,500	14,500	-21.62%
535.64-13	EQUIP - COMPUTER REPLACEMENT	1,864	2,133	-	-100.00%
535.64-14	EQUIP - NEW COMPUTERS	-	1,500	-	-100.00%
535.64-15	EQUIP - NEW	4,132	-	-	0.00%
535.64-17	EQUIP - NEW VEHICLES	-	-	25,000	100.00%
535.69-99	ASSET RECLASSIFICATION	(34,546)	-	-	0.00%
* CAPITAL EXPENDITURES		-	22,133	39,500	78.47%
TOTAL WASTEWATER-LAB		308,781	366,443	401,538	9.58%

FUND 401
 DEPT 35
 DIVISION 03

WASTEWATER LAB EXPENSE JUSTIFICATION

ACCOUNT DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2015-2016
535.12-10 REGULAR SALARIES	SALARIES FOR REGULAR EMPLOYEES	163,145	163,145
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	12,140	12,140
535.22-20 FL STATE RETIREMENT	FRS RETIREMENT CONTRIBUTIONS FOR REGULAR EMPLOYEES	13,539	13,539
535.23-10 HEALTH INSURANCE	HEALTH INSURANCE PREMIUMS FOR EMPLOYEES	17,263	17,263
535.23-15 DENTAL INSURANCE	DENTAL INSURANCE PREMIUMS FOR EMPLOYEES	1,023	1,023
535.23-20 LIFE INSURANCE	LIFE INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	882	882
535.23-21 SHORT-TERM DISABILITY	SHORT-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	657	657
535.23-30 DEPENDENT HEALTH INSURANCE	SUBSIDIZED HEALTH INSURANCE PREMIUMS FOR EMPLOYEES' DEPENDENTS	17,216	17,216
535.23-35 DEPENDENT DENTAL INSURANCE	SUBSIDIZED DENTAL INSURANCE PREMIUMS FOR EMPLOYEES' DEPENDENTS	1,396	1,396
535.23-40 LONG TERM DISABILITY	LONG-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	401	401
535.24-10 WORKERS' COMPENSATION	WORKERS' COMPENSATION INSURANCE	4,344	4,344
535.34-10 CONTRACTUAL SERVICES	FLOOR CLEANING FOR LAB, OPERATIONS BLDG 7 FIELD OPERATIONS BLDG	10,230	28,560
	CONTRACT FOR MONITORING WELLS REFURBISHMENT	7,000	
	LAB NELAC INSPECTION FEES: NEW PRIVATIZED TNI AUDIT SYSTEM	5,000	
	LIMS MAINTENANCE CONTRACT, UPGRADES, & NEW REPORTING FORMATS	2,500	
	ANNUAL BALANCE & WEIGHT CALIBRATIONS	300	
	ANNUAL METALS & SILICA ON DEONIZED WATER	240	
	ANNUAL CERTIFIED THERMOMETER CALIBRATION	550	
	DEIONIZED WATER SYSTEM SERVICES	2,500	
	SEMI-ANNUAL FUME HOOD CALIBRATION	240	
535.40-10 TRAVEL & PER DIEM	TRAINING FOR CERTIFICATION PER TNI REGS: FSEA, ETHICS & DATA INTEGRITY, QA/QC, FIELD SAMPLING	4,224	7,374
	STAR 12 PROGRAM FOR MANAGEMENT TRAINING	500	
	CERTIFIED POOL OPERATOR TRAINING: LAB TECH	650	
	SAFETY / OPERATIONS TRAINING	2,000	
535.41-10 TELEPHONE	NEXTEL	1,915	3,108
	VERIZON	909	
	DOMS, FAX SCADA	284	
535.41-30 POSTAGE	SHIPPING OF SAMPLES TO CONTRACT LABS	500	800
	HAZARDOUS MATERIALS SHIPPING	300	
535.45-10 LIABILITY	LIABILITY INSURANCE	6,193	6,193
535.46-15 EQUIPMENT	REPAIRS TO LAB EQUIP, INSTRUMENTATION & IN-LINE MONITORING INSTRUMENTS, CERLIC & EFFLUENT PUMPS	3,200	3,800
	REPLACEMENT IN-LINE CHLORINE PUMP CONTINGENCY	600	
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	LAB SAFETY ITEMS	1,200	3,250
	JANITORIAL CLEANING & DECONTAMINATION SUPPLIES	1,300	
	CITY SHIRTS - LAB MANAGER, LAB ANALYST, LAB TECH	750	

FUND 401
 DEPT 35
 DIVISION 03

WASTEWATER LAB EXPENSE JUSTIFICATION

ACCOUNT DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2015-2016
535.52-11 DURABLE GOODS	REPLACEMENT PART FOR COMPOSITE SAMPLERS, USED FOR REGULATORY COLLECTION OF SAMPLES FOR FDEP: PUMP HOUSING & CONTROLLER	642	642
535.52-15 FUEL COSTS	NO AMOUNT BUDGETED	-	-
535.52-24 SPLASH PARK SUPPLIES	EQUIPMENT: SC200 CONTROLLER CONTINGENCY EQUIPMENT: AMPEROMETRIC FREE CHLORINE REAGENTLESS PROBE (CONTINGENCY) CHEMICALS FOR WATER BALANCE & DISINFECTION: SODIUM HYPOCHLORITE, MURIATIC ACID, ALKALINITY, CALCIUM HARDNESS, THIOSULFATE, PH PLUS, ETC. REAGENTS FOR CHEMICAL TESTING: FC & TC DPD, ALKALINITY & CALCIUM HARDNESS EQUIPMENT: PH SENSOR, CL17 COMPONENTS, SALT BRIDGE BRUSHES, CL17 MAINTENANCE KIT, SC200 EQUIPMENT: MULTI PARAMETER TEST KIT	2,300 1,800 4,000 1,400 3,000 500	13,000
535.52-25 UNIFORMS	WEEKLY RENTAL OF UNIFORMS - LAB ANALYST, LAB TECH BOOT ALLOWANCE - 3 EMPLOYEES	1,000 450	1,450
535.52-75 LAB SUPPLIES	CHEMICALS GLASSWARE LABORATORY EQUIPMENT MISC LAB SUPPLIES REAGENTS STANDARDS MICRO	2,694 5,137 5,670 6,660 3,875 4,200 4,257	32,493
535.52-80 LAB-OPERATING SUPPLIES	MISC DEP/FDOH (NELAC) REQUIREMENTS MISC PROJECTS (NEW INITIATIVES, RESEARCH, ETC.) SEMI-ANNUAL PROFICIENCY TESTING HAZARDOUS CHEMICAL DISPOSAL FDOH CERTIFICATION FEES: BASIC ENVIRONMENTAL, MICROBIOLOGICAL FOR NON POTABLE WATER, SOLIDS & CHEMICAL MATRICES MISC SUBCONTRACTED LAB SERVICES FOR INSTRUMENT FAILURE CONTINGENCY PLANT, CRYPTO & GIARDIA TESTING	500 500 3,420 300 1,000 8,742	14,462
535.54-10 BKS, PUB, SUB, MEM, LIB	REFERENCE MATERIALS AND MANAGEMENT LITERATURE FSEA MEMBERSHIP FOR LAB MANAGER, ANALYST, TECH THE NELAC INSTITUTE MEMBERSHIP	300 150 50	500
535.59-10 DEPRECIATION EXPENSE	NO AMOUNT BUDGETED	-	-
535.64-10 EQUIP - REPLACEMENT	ANALYTICAL BALANCE (CIP) CBOD INCUBATOR (CIP) F.COLIFORM RECIRCULATING WATER BATH	6,000 5,500 3,000	14,500
535.64-13 EQUIP - COMP REPLACEMENT	NO AMOUNT BUDGETED	-	-
535.64-14 EQUIP - NEW COMPUTERS	NO AMOUNT BUDGETED	-	-
535.64-15 EQUIP - NEW	NO AMOUNT BUDGETED	-	-
535.64-17 EQUIP-NEW VEHICLES	2015 FORD ESCAPE	25,000	25,000
535.69-99 ASSET RECLASSIFICATION	NO AMOUNT BUDGETED	-	-

FUND 401
DEPT 35
DIVISION 04

WASTEWATER COLLECTION EXPENSES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2013-2014	REVISED BUDGET 2014-2015	ADOPTED BUDGET 2015-2016	% CHANGE OVER FY 14-15
<i>SALARIES AND BENEFITS</i>					
535.12-10	REGULAR SALARIES	276,378	307,535	356,831	16.03%
535.14-10	OVERTIME	45,968	15,000	15,000	0.00%
535.21-10	FICA / MED TAXES	21,995	22,423	25,596	14.15%
535.22-20	FL STATE RETIREMENT	22,219	24,232	28,742	18.61%
535.23-10	HEALTH INSURANCE	26,361	32,744	40,281	23.02%
535.23-15	DENTAL INSURANCE	1,788	2,118	2,729	28.85%
535.23-20	LIFE INSURANCE	1,505	1,247	2,013	61.43%
535.23-21	SHORT-TERM DISABILITY INS.	1,047	1,196	1,513	26.51%
535.23-30	DEPENDENT HEALTH INSURANCE	28,904	42,191	51,648	22.41%
535.23-35	DEPENDENT DENTAL INSURANCE	1,840	2,565	3,645	42.11%
535.23-40	LONG TERM DISABILITY	687	793	924	16.52%
535.24-10	WORKERS' COMPENSATION	9,863	10,418	9,868	-5.28%
535.25-10	UNEMPLOYMENT COMPENSATION	-	-	-	0.00%
*	SALARIES AND BENEFITS	438,555	462,462	538,790	16.50%
<i>OPERATING EXPENDITURES</i>					
535.31-15	ENGINEERING	16,700	5,406	25,000	362.45%
535.34-10	CONTRACTUAL SERVICES	22,978	82,001	49,097	-40.13%
535.40-10	TRAVEL & PER DIEM	4,601	5,000	10,000	100.00%
535.41-10	TELEPHONE	6,746	7,327	5,879	-19.76%
535.41-20	OTHER COMMUNICATION	141	-	-	0.00%
535.41-30	POSTAGE	170	575	350	-39.13%
535.43-10	ELECTRIC, WATER, GAS	3,565	5,687	1,541	-72.90%
535.44-10	RENTALS & LEASES	694	4,000	3,000	-25.00%
535.45-10	LIABILITY	17,015	18,493	19,039	2.95%
535.46-10	REPAIR & MAINT. - BUILDING	-	100	2,500	2400.00%
535.46-15	REPAIR & MAINT. - EQUIPMENT	4,892	17,000	17,000	0.00%
535.46-17	INSURANCE RECOVERY	16,536	-	-	0.00%
535.46-25	REPAIR & MAINT. - MISC.	1,880	2,000	2,000	0.00%
535.46-30	REPAIR & MAINT. - VEHICLE	14,018	20,000	20,000	0.00%
535.46-80	REPAIR & MAINT. - LIFT STATION	28,520	51,772	52,572	1.55%
535.46-81	PUMP REPAIR	40,688	47,353	48,000	1.37%
535.46-82	COLLECTION LINE REPAIRS	-	10,000	10,000	0.00%
535.46-85	SCADA MAINTENANCE	32,616	54,696	52,500	-4.01%
535.47-10	PRINTING & BINDING	-	300	300	0.00%
535.49-10	ADVERTISING	3,789	3,000	1,000	-66.67%
535.51-10	OFFICE SUPPLIES	238	1,000	1,000	0.00%
535.52-10	OPERATING SUPPLIES	33,983	46,785	30,572	-34.65%
535.52-11	DURABLE GOODS	-	1,480	2,143	44.80%
535.52-15	FUEL COSTS	31,120	25,980	32,865	26.50%
535.52-24	SPLASH PARK SUPPLIES	7,740	10,000	10,000	0.00%
535.52-25	UNIFORMS	3,743	3,057	3,057	0.00%
535.52-95	SCADA SUPPLIES	4,632	14,180	14,180	0.00%
535.54-10	BKS, PUB, SUB, MEM, LIB	465	1,000	1,000	0.00%
535.59-10	DEPRECIATION EXPENSE	113,200	-	-	0.00%
*	OPERATING EXPENDITURES	410,670	438,192	414,595	-5.39%

FUND 401
 DEPT 35
 DIVISION 04

WASTEWATER COLLECTION EXPENSES

<u>ACCT #</u>	<u>ACCOUNT DESCRIPTION</u>	<u>AUDITED ACTUALS 2013-2014</u>	<u>REVISED BUDGET 2014-2015</u>	<u>ADOPTED BUDGET 2015-2016</u>	<u>% CHANGE OVER FY 14-15</u>
<i>CAPITAL EXPENDITURES</i>					
535.63-30	PAVING	-	2,500	-	-100.00%
535.64-10	EQUIP - REPLACEMENT	46,708	15,000	19,513	30.09%
535.64-11	EQUIP - VEHICLE REPLACEMENT	14,947	29,045	60,000	106.58%
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	77,294	89,984	62,717	-30.30%
535.64-23	SOFTWARE	5,000	4,165	5,000	20.05%
535.64-25	FUTURE PROJECTS	94,291	20,298	40,000	97.06%
535.69-98	ASSET RECLASS-CIP	(23,870)	-	-	0.00%
535.69-99	ASSET RECLASSIFICATION	(243,138)	-	-	0.00%
* CAPITAL EXPENDITURES		<u>(28,768)</u>	<u>166,291</u>	<u>187,230</u>	<u>12.59%</u>
TOTAL WASTEWATER-COLLECTIONS		<u>820,457</u>	<u>1,066,945</u>	<u>1,140,615</u>	<u>6.90%</u>

FUND 401
 DEPT 35
 DIVISION 04

WASTEWATER COLLECTION EXPENSE JUSTIFICATION

ACCOUNT DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2015-2016
535.12-10 REGULAR SALARIES	SALARIES FOR REGULAR EMPLOYEES	356,831	356,831
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	25,596	25,596
535.22-20 FL STATE RETIREMENT	FRS RETIREMENT CONTRIBUTIONS FOR REGULAR EMPLOYEES	28,742	28,742
535.23-10 HEALTH INSURANCE	HEALTH INSURANCE PREMIUMS FOR EMPLOYEES	40,281	40,281
535.23-15 DENTAL INSURANCE	DENTAL INSURANCE PREMIUMS FOR EMPLOYEES	2,729	2,729
535.23-20 LIFE INSURANCE	LIFE INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	2,013	2,013
535.23-21 SHORT-TERM DISABILITY	SHORT-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	1,513	1,513
535.23-30 DEPENDENT HEALTH INSURANCE	SUBSIDIZED HEALTH INSURANCE PREMIUMS FOR EMPLOYEES' DEPENDENTS	51,648	51,648
535.23-35 DEPENDENT DENTAL INSURANCE	SUBSIDIZED DENTAL INSURANCE PREMIUMS FOR EMPLOYEES' DEPENDENTS	3,645	3,645
535.23-40 LONG TERM DISABILITY	LONG-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	924	924
535.24-10 WORKERS' COMPENSATION	WORKERS' COMPENSATION INSURANCE	9,868	9,868
535.31-15 ENGINEERING	GENERAL ENGINEERING SERVICES TO INLCUDE EASEMENTS, SURVEYING AND TITLE SEARCHES	25,000	25,000
535.34-10 CONTRACTUAL SERVICES	CONTRACT FOR EMERGENCY REPAIRS TO LS GENERATORS DIGITAL SCANNING OF ARCHIVED UTILITY MAPS (SPLIT W/ WATER) FLORIDA RAILROAD ROW EMERGENCY DISPOSAL OF SEWAGE FOR LS FAILURES LOAD BANK TESTING ON GENERATORS - FDEP REQUIRED CONTRACT TO SEAL, COAT, OR GROUT MANHOLES & WET WELLS RAFTELIS FINANCIAL CONSULTANTS	12,000 5,000 847 5,000 15,000 10,000 1,250	49,097
535.40-10 TRAVEL & PER DIEM	TRAINING, TRAVEL EXPENSES FOR CERTIFIED COLLECTION OPERATORS TO MAINTAIN CEU'S AND LICENSES SAFETY TRAINING FOR UTILITIES (STORMWATER, LAB, WASTEWATER, AND WATER)	5,000 5,000	10,000
535.41-10 TELEPHONE	NEXTEL VERIZON DOMS, FAX SCADA	3,679 455 1,745	5,879
535.41-20 OTHER COMMUNICATION	NO AMOUNT BUDGETED	-	-
535.41-30 POSTAGE	POSTAGE	350	350
535.43-10 ELECTRIC, WATER, GAS	ELECTRIC	1,541	1,541
535.44-10 RENTALS & LEASES	RENTAL OF EQUIPMENT, AS NEEDED	3,000	3,000
535.45-10 LIABILITY	LIABILITY INSURANCE	19,039	19,039
535.46-10 BUILDING	REPAIRS & MAINT TO FIELD OPERATIONS BLDG	2,500	2,500
535.46-15 EQUIPMENT	REPAIR OF SMALL EQUIPMENT REPAIR TO FLOW METERS & PANELS	6,000 11,000	17,000
535.46-17 INSURANCE RECOVERY	NO AMOUNT BUDGETED	-	-
535.46-25 MISCELLANEOUS	CONTINGENCY FOR REPAIR / MAINTENANCE TO HAND TOOLS, ETC	2,000	2,000

FUND 401
 DEPT 35
 DIVISION 04

WASTEWATER COLLECTION EXPENSE JUSTIFICATION

ACCOUNT DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2015-2016
535.46-30 VEHICLE	ROUTINE PREVENTATIVE MAINTENANCE TO VEHICLES	20,000	20,000
535.46-80 LIFT STATION REPAIR	MISC COSTS FOR INSTALLATION / REPAIR PARTS FOR DAILY UPKEEP OF 77 LIFTSTATIONS	33,672	52,572
	REPAIRS OF LIFTSTATION GENERATORS	10,000	
	APPURTENANCES (CHECK VALVES, GATE VALVES, ETC)	8,900	
535.46-81 PUMP REPAIR	REPAIRS TO LIFSTATION PUMPS:		48,000
	LABOR	4,800	
	SEAL KITS	14,400	
	IMPELLORS	9,600	
	WEAR RINGS	8,160	
	BEARINGS	11,040	
535.46-82 COLLECTION LINE REPAIRS	UNANTICIPATED REPAIR NEEDS	10,000	10,000
535.46-85 SCADA MAINTENANCE	SPLASH PARK SCADA SERVICE CALLS	8,500	52,500
	SCADA YEARLY MAINT CONTRACT	27,000	
	SCADA MAINTENANCE SERVICES CALLS	17,000	
535.47-10 PRINTING & BINDING	BUSINESS CARDS, PAMPHLETS, ETC	300	300
535.49-10 ADVERTISING	ADVERTISING FOR NEW POSITIONS	1,000	1,000
535.51-10 OFFICE SUPPLIES	GENERAL OFFICE SUPPLIES	1,000	1,000
535.52-10 OPERATING SUPPLIES	PIPES, FITTINGS, SAW BLADES, CLAMPS, ETC	3,600	30,572
	MANHOLE COVERS & RISERS	1,000	
	DEODORANT BLOCKS, DEGREASERS FOR LIFT STATIONS	1,500	
	CELL PHONE REPLACEMENTS, BATTERIES, CASES	600	
	SAFETY EQUIPMENT, DISPOSABLE PROTECTIVE SUITS, GLOVES	3,272	
	LIMEROCK FOR LIFTSTATIONS	1,200	
	PAPER TOWELS, RAGS	1,200	
	SEWER LOCATES	3,000	
	CDL LICENSE RENEWALS, CERTIFICATIONS	500	
	PNUEMATIC TOOLS, HOSES, ETC	1,500	
	WRENCHES, PIPE CUTTERS, HAMMERS, ETC	2,000	
	DRILLS, DRILL BITS, ETC FOR SEWER REPAIRS	1,200	
	OTHER RELATED PRODUCTS, MATERIALS FOR DAILY TASKS	10,000	
535.52-11 DURABLE GOODS	SMALL TOOLS FOR REPAIRS: SOCKETS, WRENCHES, PRESSURE GAUGES, ETC	750	2,143
	3 REPLACEMENT MONITORS (ROLLOVER)	480	
	REPLACEMENT MAGNA TRAK MAGNETIC LOCATOR	913	
535.52-15 FUEL COSTS	FUEL COSTS	32,865	32,865
535.52-24 SPLASH PARK SUPPLIES	DAILY UPKEEP / MAINT OF PARK AND FEATURES	10,000	10,000
535.52-25 UNIFORMS	WEEKLY RENTAL OF UNIFORMS - 7 EMPLOYEES	1,727	3,057
	BOOT ALLOWANCE - 7 EMPLOYEES	1,050	
	CITY SHIRTS PER CITY DRESS CODE	280	
535.52-95 SCADA SUPPLIES	REPLACEMENT PARTS FOR SCADA SYSTEMS	14,180	14,180
535.54-10 BKS, PUB, SUB, MEM, LIB	REFERENCE MATERIAL, ORGANIZATION MEMBERSHIP, MGT LITERATURE	1,000	1,000
535.59-10 DEPRECIATION EXPENSE	NO AMOUNT BUDGETED	-	-
535.63-30 PAVING	NO AMOUNT BUDGETED	-	-

FUND 401
 DEPT 35
 DIVISION 04

WASTEWATER COLLECTION EXPENSE JUSTIFICATION

ACCOUNT DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2015-2016
535.64-10 EQUIP - REPLACEMENT	REPLACEMENT WELL POINT EQUIPMENT - SPLIT W/ WATER REPLACE MOLAR GROUND PENETRATING RADAR TO REDUCE CALL OUTS AND OVERTIME	4,500 15,013	19,513
535.64-11 EQUIP-VEHICLE REPLACEMENT	REPLACE #820 (2004 FORD F250) W/ 2015 F450, UTILITY BED, CRANE TRUCK	60,000	60,000
535.64-13 EQUIP - COMP REPLACEMENT	NO AMOUNT BUDGETED	-	-
535.64-14 EQUIP - NEW COMPUTERS	NO AMOUNT BUDGETED	-	-
535.64-15 EQUIP - NEW	RADIODETECTION DL+ RECIEVER - RD7000 TRANSMITTER BYPASS PUMP FOR EMERGENCIES WACKER JUMPING JACK TAMP	5,390 52,327 5,000	62,717
535.64-23 SOFTWARE	CMMS PROGRAM FOR ASSET MANAGEMENT	5,000	5,000
535.64-25 FUTURE PROJECTS	PROGRAM: ARV REPLACEMENT ON SEWER FORCE MAINS PROGRAM: LIFTSTATION FENCING REHAB - REPAIR, REPLACE EXISTING FENCE FOR AESTHETICS	15,000 25,000	40,000
535.69-98 ASSET RECLASS-CIP	NO AMOUNT BUDGETED	-	-
535.69-99 ASSET RECLASSIFICATION	NO AMOUNT BUDGETED	-	-

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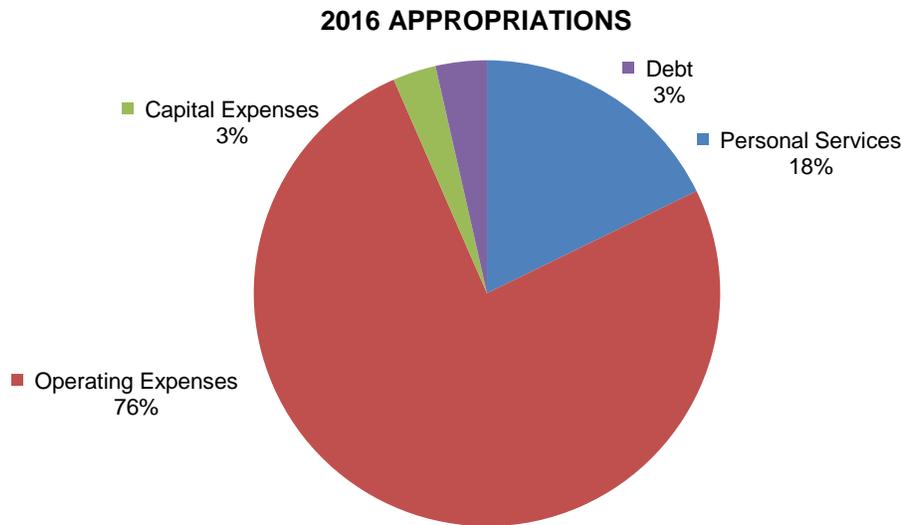


SOLID WASTE

Fund 402

Budget Summary

<i>Department Summary</i>	Audited Actuals 2013-2014	Revised Budget 2014-2015	Adopted Budget 2015-2016	% Change Over FY 14-15
Solid Waste-34				
Personal Services	430,846	474,555	468,279	-1.32%
Operating Expenses	1,966,990	2,006,908	1,994,876	-0.60%
Capital Expenses	-	170,839	79,202	-53.64%
Debt	14,634	184,547	93,611	-49.28%
Grand Total Solid Waste	\$ 2,412,470	\$ 2,836,849	\$ 2,635,968	-7.08%



FUND 402
DEPT 00
DIVISION 00

SOLID WASTE REVENUE

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2013-2014	REVISED BUDGET 2014-215	ESTIMATED REVENUE 2015-2016	% CHANGE OVER FY 14-15
<i>CHARGES FOR SERVICES</i>					
343.40-01	SOLID WASTE COLLECTION FEE	2,671,932	2,688,335	2,770,058	3.04%
343.40-02	RECYCLING REVENUE	108	-	-	0.00%
**	TOTAL CHARGES FOR SERVICES	<u>2,672,040</u>	<u>2,688,335</u>	<u>2,770,058</u>	<u>3.04%</u>
<i>INTEREST & OTHER INCOME</i>					
361.10-01	INTEREST INCOME	-	25	-	-100.00%
361.10-02	SBA INTEREST	2	20	-	-100.00%
367.02-00	UNREALIZED GAIN ON INVEST	6	-	-	0.00%
361.10-09	LOAN PROCEEDS	13	-	-	0.00%
*	INTEREST INCOME	<u>21</u>	<u>45</u>	<u>-</u>	<u>-100.00%</u>
369.10-01	MISCELLANEOUS	<u>8,975</u>	<u>-</u>	<u>-</u>	<u>0.00%</u>
*	OTHER INCOME	<u>8,975</u>	<u>-</u>	<u>-</u>	<u>0.00%</u>
**	TOTAL INTEREST & OTHER INCOME	<u>8,996</u>	<u>45</u>	<u>-</u>	<u>-100.00%</u>
					<u>0.00%</u>
<i>OTHER SOURCES</i>					
389.90-01	RETAINED EARNINGS	-	148,469	(134,090)	-190.32%
*	RETAINED EARNINGS	<u>-</u>	<u>148,469</u>	<u>(134,090)</u>	<u>-190.32%</u>
**	TOTAL OTHER SOURCES	<u>-</u>	<u>148,469</u>	<u>(134,090)</u>	<u>-190.32%</u>
TOTAL SOLID WASTE FUND		<u>2,681,036</u>	<u>2,836,849</u>	<u>2,635,968</u>	<u>-7.08%</u>

FUND 402
 DEPT 00
 DIVISION 00

SOLID WASTE REVENUE

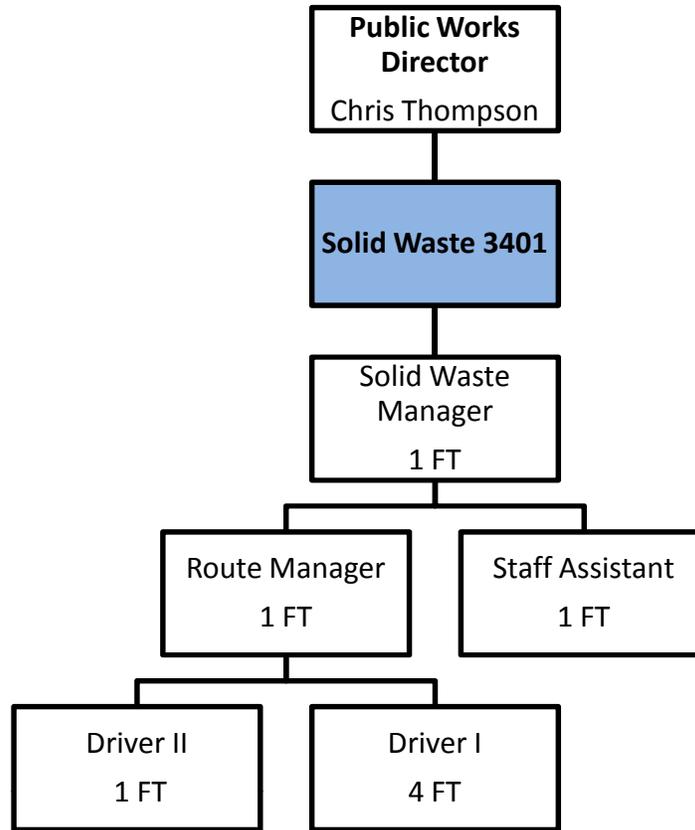
ACCOUNT DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2015-2016
343.40-01 SANITATION COLLECTION FEE	ESTIMATED SOLID WASTE COLLECTION FEE	2,770,058	2,770,058
343.40-02 RECYCLING REVENUE	NO AMOUNT BUDGETED	-	-
361.10-01 INTEREST INCOME	NO AMOUNT BUDGETED	-	-
361.10-02 SBA INTEREST	NO AMOUNT BUDGETED	-	-
361.10-09 LOAN PROCEEDS	NO AMOUNT BUDGETED	-	-
367.02-00 UNREALIZED GAIN ON INVEST	NO AMOUNT BUDGETED	-	-
369.10-01 MISCELLANEOUS	NO AMOUNT BUDGETED	-	-
389.90-01 RETAINED EARNINGS	UNAPPROPRIATED REVENUE	(134,090)	(134,090)

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SOLID WASTE

DIVISION 34*



*Solid Waste is a Division of the Public Works Department

Position Summary

Authorized Positions	Pos. #	2013-2014	2014-2015	2015-2016
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	26004	3	4	4
No. of Full Time		7	8	8
Total No. of Positions:		7	8	8
Total FTEs:		7	8	8

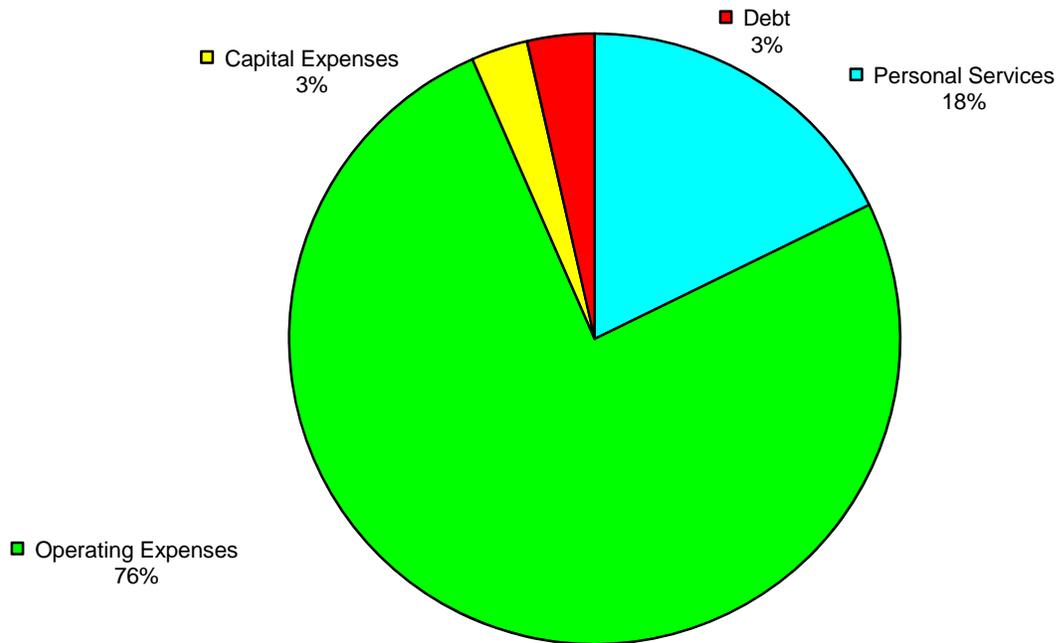
Notes:

1. The PW Director and Office Manager are 29% allocated to Solid Waste.

Budget Summary

<i>Department Summary</i>	Audited Actuals 2013-2014	Revised Budget 2014-2015	Adopted Budget 2015-2016	% Change Over FY 14-15
Solid Waste-3401				
Personal Services	430,846	474,555	468,279	-1.32%
Operating Expenses	1,966,990	2,006,908	1,994,876	-0.60%
Capital Expenses	-	170,839	79,202	-53.64%
Debt	14,634	184,547	93,611	-49.28%
Grand Total Solid Waste	\$ 2,412,470	\$ 2,836,849	\$ 2,635,968	-7.08%

2016 APPROPRIATIONS



2016 OPERATING BUDGET

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. 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. Commercial Solid Waste and residential recycling is contracted with city oversight. Residential collection service begins at 7:00 a.m. Monday through Friday.

SERVICE INDICATORS

	Indicator Description	Actual 2013	Actual 2014	Est. 2015	Projected 2016
1.	Residential Waste (tons) Collected	13,610	13,170	13,200	14,274
2.	Work Orders	200	275	325	325
3.	Staff Members (including Supervisor)	7	7	8	8
4.	Number of Residential Routes	5	5	5	5
5.	Number of Commercial Accounts Outsourced	245	255	263	263
6.	Number of Residential House Serviced	6,392	6,492	6,687	6,800

2016 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.

2016 OBJECTIVES

1. Remain in compliance with all applicable Solid Waste DEP Rules and Regulations.
2. Remain the premier Solid Waste provider for the City of Tavares.
3. Remain within the budgetary guidelines.
4. Ensure all productivity standards are maintained by division personnel.
5. Explore new techniques and products to continually provide exceptional service.

2016 OPERATING BUDGET

SOLID WASTE - 3401 (continued)

PROGRAM HIGHLIGHTS

2015 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. Two additional Automated Side Loaders have been refurbished with the 2005 claw truck scheduled for FY 2016 scheduled as part of our 5 year C.I.P.
3. We have created a new Solid Waste informational brochure containing relevant information on services provided for our residents.
4. Developed a Solid Waste manual capturing all operational facts, procedures, statistical data and trends.

FUND 402
 DEPT 34
 DIVISION 01

SOLID WASTE EXPENSES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2013-2014	REVISED BUDGET 2014-2015	ADOPTED BUDGET 2015-2016	% CHANGE OVER FY 14-15
<i>SALARIES AND BENEFITS</i>					
534.12-10	REGULAR SALARIES	297,925	317,047	317,782	0.23%
534.13-10	OTHER SALARIES & WAGES	4,565	-	-	0.00%
534.14-10	OVERTIME	402	3,940	3,940	0.00%
534.15-60	ELECTR TABLET ALLOWANCE	125	-	-	0.00%
534.21-10	FICA / MED TAXES	20,802	22,362	22,385	0.10%
534.22-10	RETIREMENT	2,109	2,165	-	-100.00%
534.22-20	FL STATE RETIREMENT	21,149	24,494	28,449	16.15%
534.23-10	HEALTH INSURANCE	33,009	38,339	43,159	12.57%
534.23-15	DENTAL INSURANCE	2,056	2,474	2,900	17.22%
534.23-20	LIFE INSURANCE	1,618	1,298	1,799	38.60%
534.23-21	SHORT-TERM DISABILITY INS.	1,115	1,246	1,349	8.27%
534.23-30	DEPENDENT HEALTH INSURANCE	23,556	36,602	25,824	-29.45%
534.23-35	DEPENDENT DENTAL INSURANCE	1,567	2,060	2,321	12.67%
534.23-40	LONG TERM DISABILITY	742	827	828	0.12%
534.24-10	WORKERS' COMPENSATION	20,106	21,701	17,543	-19.16%
534.25-10	UNEMPLOYMENT COMPENSATION	-	-	-	0.00%
* SALARIES AND BENEFITS		430,846	474,555	468,279	-1.32%
<i>OPERATING EXPENDITURES</i>					
534.32-10	AUDIT SERVICES	2,450	2,940	4,087	39.01%
534.34-10	CONTRACTUAL SERVICES	4,200	27,771	38,659	39.21%
534.40-10	TRAVEL & PER DIEM	2,294	4,500	4,500	0.00%
534.41-10	TELEPHONE	1,701	2,260	2,521	11.55%
534.41-20	OTHER COMMUNICATION	-	220	-	-100.00%
534.41-30	POSTAGE	106	1,300	1,300	0.00%
534.43-20	LANDFILL COSTS	218,165	242,601	230,000	-5.19%
534.43-30	WASTE MANAGEMENT	771,476	726,226	700,000	-3.61%
534.45-10	LIABILITY	39,006	42,174	48,500	15.00%
534.46-15	EQUIPMENT	5,728	8,280	-	-100.00%
534.46-30	REPAIR & MAINT. - VEHICLE	64,490	52,215	52,215	0.00%
534.47-10	PRINTING & BINDING	642	3,976	3,976	0.00%
534.48-10	CITY APPRECIATION	-	3,000	3,000	0.00%
534.49-10	ADVERTISING	573	9,250	8,000	-13.51%
534.51-10	OFFICE SUPPLIES	480	500	600	20.00%
534.52-10	OPERATING SUPPLIES	5,687	6,955	9,000	29.40%
534.52-11	DURABLE GOODS	2,801	3,520	-	-100.00%
534.52-15	FUEL COSTS	84,911	122,480	82,479	-32.66%
534.52-25	UNIFORMS	3,818	6,300	6,500	3.17%
534.52-29	CARTS	20,713	16,500	25,420	54.06%
534.52-38	TIRES	-	21,500	21,500	0.00%
534.54-10	BKS, PUB, SUB, MEM, LIB	285	1,050	1,050	0.00%
534.59-10	DEPRECIATION EXPENSE	54,199	-	-	0.00%
534.59-13	BAD DEBT	12,822	-	-	0.00%
534.59-15	TRANSFER TO G/F	196,631	197,210	225,067	14.13%
534.59-20	REIMBURSEMENT TO G/F	473,662	502,680	522,502	3.94%
534.59-90	CONTINGENCY	150	1,500	4,000	166.67%
* OPERATING EXPENDITURES		1,966,990	2,006,908	1,994,876	-0.60%

FUND 402
 DEPT 34
 DIVISION 01

SOLID WASTE EXPENSES

<u>ACCT #</u>	<u>ACCOUNT DESCRIPTION</u>	<u>AUDITED ACTUALS 2013-2014</u>	<u>REVISED BUDGET 2014-2015</u>	<u>ADOPTED BUDGET 2015-2016</u>	<u>% CHANGE OVER FY 14-15</u>
<i>CAPITAL EXPENDITURES</i>					
534.63-30	PAVING	-	2,500	-	0.00%
534.64-10	EQUIP - REPLACEMENT	2,646	-	14,000	0.00%
534.64-11	EQUIP - VEHICLE REPLACEMENT	336,461	165,083	65,202	-60.50%
534.64-13	EQUIP - COMP REPLACEMENT	939	1,866	-	0.00%
534.64-14	EQUIP - NEW COMPUTERS	-	1,390	-	0.00%
534.64-15	EQUIP - NEW	8,530	-	-	0.00%
534.69-99	ASSET RECLASSIFICATION	(348,576)	-	-	0.00%
* CAPITAL EXPENDITURES		-	170,839	79,202	-53.64%
					0.00%
<i>DEBT SERVICE</i>					
534.71-05	OTHER	-	178,321	88,791	-50.21%
534.72-05	OTHER	3,833	6,226	4,820	-22.58%
534.73-10	DEBT SERVICE COSTS	10,801	-	-	
* DEBT SERVICE		14,634	184,547	93,611	-49.28%
TOTAL SOLID WASTE		2,412,470	2,836,849	2,635,968	-7.08%

FUND 402
DEPT 34
DIVISION 01

SOLID WASTE EXPENSE JUSTIFICATION

ACCOUNT DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2015-2016
534.12-10 REGULAR SALARIES	SALARIES FOR REGULAR EMPLOYEES	317,782	317,782
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
534.15-60 ELECTR TABLET ALLOWANCE	NO AMOUNT BUDGETED	-	-
534.21-10 FICA / MED TAXES	SOCIAL SECURITY AND MEDICARE TAX BENEFIT	22,385	22,385
534.22-10 RETIREMENT	NO AMOUNT BUDGETED	-	-
534.22-20 FL STATE RETIREMENT	FRS RETIREMENT CONTRIBUTIONS FOR REGULAR EMPLOYEES	28,449	28,449
534.23-10 HEALTH INSURANCE	HEALTH INSURANCE PREMIUMS FOR EMPLOYEES	43,159	43,159
534.23-15 DENTAL INSURANCE	DENTAL INSURANCE PREMIUMS FOR EMPLOYEES	2,900	2,900
534.23-20 LIFE INSURANCE	LIFE INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	1,799	1,799
534.23-21 SHORT-TERM DISABILITY	SHORT-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	1,349	1,349
534.23-30 DEPENDENT HEALTH INSURANCE	SUBSIDIZED HEALTH INSURANCE PREMIUMS FOR EMPLOYEES' DEPENDENTS	25,824	25,824
534.23-35 DEPENDENT DENTAL INSURANCE	SUBSIDIZED DENTAL INSURANCE PREMIUMS FOR EMPLOYEES' DEPENDENTS	2,321	2,321
534.23-40 LONG TERM DISABILITY	LONG-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	828	828
534.24-10 WORKERS' COMPENSATION	WORKERS' COMPENSATION INSURANCE	17,543	17,543
534.32-10 AUDIT SERVICES	AUDIT SERVICES	4,087	4,087
534.34-10 CONTRACTUAL SERVICES	REGULAR MONTHLY MAINTENANCE OF CITY CARWASH RECYCLE BANK FEE - 6,600 HOMES @ \$0.39 PER HOME BLACKBOARD CONNECT MASS NOTIFICATION (SHARED WITH POLICE, FIRE, WATER & WASTEWATER)	5,071 30,888 2,700	38,659
534.40-10 TRAVEL & PER DIEM	USED FOR TRAVEL EXPENDITURES FOR SEMINARS, TRAINING AND CONVENTIONS. INCLUDES WASTE EXPO CONFERENCE FOR MANAGER. TRAINING FOR THE REST OF THE SOLID WASTE STAFF, IN ADDITION TO TRAINING FOR PUBLIC WORKS DIRECTOR AND ADMIN. ASSISTANT	4,500	4,500
534.41-10 TELEPHONE	NEXTEL VERIZON - HOTSPOT	2,066 455	2,521
534.41-20 OTHER COMMUNICATION	NO AMOUNT BUDGETED	-	-
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	230,000	230,000
534.43-30 WASTE MANAGEMENT	WASTE MANAGEMENT	700,000	700,000
534.45-10 LIABILITY	LIABILITY INSURANCE	48,500	48,500
534.46-15 EQUIPMENT	NO AMOUNT BUDGETED	-	-
534.46-30 VEHICLE	REPAIR AND MAINTENANCE ON ALL SOLID WASTE FLEET TO REPLACE PINS AND BUSHINGS ON TRKS #620 & #621	42,215 10,000	52,215

FUND 402
 DEPT 34
 DIVISION 01

SOLID WASTE EXPENSE JUSTIFICATION

ACCOUNT DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2015-2016
534.47-10 PRINTING & BINDING	PRINTING BUSINESS CARDS, FLYERS (TO NOTIFY RESIDENTS/BUSINESSES) AS NEEDED. TO PURCHASE EXCESS CHARGE SLIPS, ORANGE TAG NOITIFICATIONS	3,976	3,976
534.48-10 CITY APPRECIATION	PUBLIC WORKS WEEK	3,000	3,000
534.49-10 ADVERTISING	USED FOR ADVERTISING HOLIDAY COLLECTION NOTICES, SPECIAL COLLECTIONS, EMPLOYMENT ADVERTISING MAGNETS FOR TRUCKS ADVERTISING PUBLIC AWARENESS AND THE PURCHASE OF PROMOTIONAL ITEMS FOR RESIDENTS	8,000	8,000
534.51-10 OFFICE SUPPLIES	GENERAL OFFICE SUPPLIES SUCH AS INK PENS, PAPER CLIPS, FILE FOLDERS, ETC. AS NEEDED	600	600
534.52-10 OPERATING SUPPLIES	PAPER, INK CARTRIDGES, HAND TOOLS, GLOVES, SOAP AND OTHER CLEANERS USED TO MAINTAIN THE SOLID WASTE FLEET. SOAPS FOR THE CITY CAR WASH REPAIR PARTS FOR GARBAGE CARTS, FIRST AID AND SAFETY EQUIPMENT. CHARGES THAT ARE NOT PART OF THE UNIFORM CONTRACT	9,000	9,000
534.52-11 DURABLE GOODS	NO AMOUNT BUDGETED	-	-
534.52-15 FUEL COSTS	FUEL COSTS	82,479	82,479
534.52-25 UNIFORMS	WEEKLY UNIFORM RENTAL FOR SOLID WASTE EMPLOYEES ONE PAIR OF WRK BOOTS EACH FOR THE SOLID WASTE MANAGER AND DRIVERS 7 @ \$150 EACH CITY SWEATSHIRTS FOR SOLID WASTE PERSONNEL 8 @ \$35 EACH CITY SHIRT W/NAME FOR EACH DRIVER (6 @ \$40 EACH) CITY SHIRTS W/NAME FOR SOLID WASTE MANAGEMENT AND STAFF ASSISTANT (5 SHIRTS EACH) CAPS WITH CITY LOGO FOR SOLID WASTE PERSONNEL 24 @ \$10 EACH	4,290 1,050 280 240 400 240	6,500
534.52-29 CARTS	400 NEW GARBAGE CARTS FOR NEW RESIDENTS AND TO REPLACE BROKEN CARTS. THIS INCLUDES FREIGHT AND ADDITIONAL WHEELS/LIDS	25,420	25,420
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: SWANA (SOLID WASTE ASSOC. OF NORTH AMERICA) RECYCLE FLORIDA TODAY NSWMA (NATIONAL SOLID WASTE MANAGEMENT ASSOC)	300 150 600	1,050
534.59-10 DEPRECIATION EXPENSE	NO AMOUNT BUDGETED	-	-
534.59-15 TRANSFER TO G/F	OPERATING TRANSFER TO GENERAL FUND	225,067	225,067
534.59-20 REIMBURSEMENT TO G/F	REIMBURSEMENT TO GEN FUND FOR ADMIN & GEN SVC RATE STUDY	497,502 25,000	522,502
534.59-90 CONTINGENCY	UNANTICIPATED REQUIREMENTS - SUCH AS HYDRAULIC SPILLS AND OTHER SAFETY RELATED ISSUES	4,000	4,000
534.63-30 PAVING	NO AMOUNT BUDGETED	-	-
534.64-10 EQUIP - REPLACEMENT	ESTIMATED REPAIRS TO THE CITY CAR WASH NOT INCLUDED IN THE MONTHLY MAINTENANCE CONTRACT - THIS AMOUNT INCLUDES SPECIAL COATING THAT NEEDS TO BE APPLIED TO PIT REPAIR OF RAMP AT ENTRANCE TO CAR WASH PIT	8,500 5,500	14,000

FUND 402
 DEPT 34
 DIVISION 01

SOLID WASTE EXPENSE JUSTIFICATION

ACCOUNT DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2015-2016
534.64-11 EQUIP-VEHICLE REPLACEMENT	REPLACE TRUCK 614 WITH F150 - TRUCK WILL BE USED TO FOLLOW BEHIND ROUTES, DELIVER GARBAGE CARTS, MEET WITH RESIDENTS ETC. REHAB TRUCK 622 - THIS IS A 2005 HINO CLAW TRUCK TRUCK NEEDS TO BE REHABBED TO EXTEND THE LIFE AT LEAST AN ADDITIONAL 5 YEARS FINISH THE REHAB OF 624 (CURRENTLY 80% COMPLETED)	30,202 25,000 10,000	65,202
534.64-13 EQUIP - COMP REPLACEMENT	NO AMOUNT BUDGETED	-	-
534.64-14 EQUIP - NEW COMPUTERS	NO AMOUNT BUDGETED	-	-
534.64-15 EQUIP - NEW	NO AMOUNT BUDGETED	-	-
534.69-99 ASSET RECLASSIFICATION	NO AMOUNT BUDGETED	-	-
534.71-05 OTHER	SOLID WASTE TRUCK PRINCIPAL PAYMENT 1-27-16 15M (54% OF LEASE PRINCIPAL AMOUNT) 7-27-16 15M (54% OF LEASE PRINCIPAL AMOUNT) 2014 SOLID WASTE PRINCIPAL PAYMENT 10/1/2015 1/1/2016 4/1/2016 7/1/2016	18,053 18,233 13,061 13,104 13,148 13,192	88,791
534.72-05 OTHER	SOLID WASTE TRUCK INTEREST PAYMENT 1-27-16-15M (54% OF INTEREST PAYMENT) 7-27-16-15M (54% OF INTEREST PAYMENT) 2014 SOLID WASTE TRUCK INTEREST PAYMENT 10/1/2015 1/1/2016 4/1/2016 7/1/2016	1,296 1,116 667 624 580 537	4,820
534.73-10 DEBT SERVICE COSTS	NO AMOUNT BUDGETED	-	-

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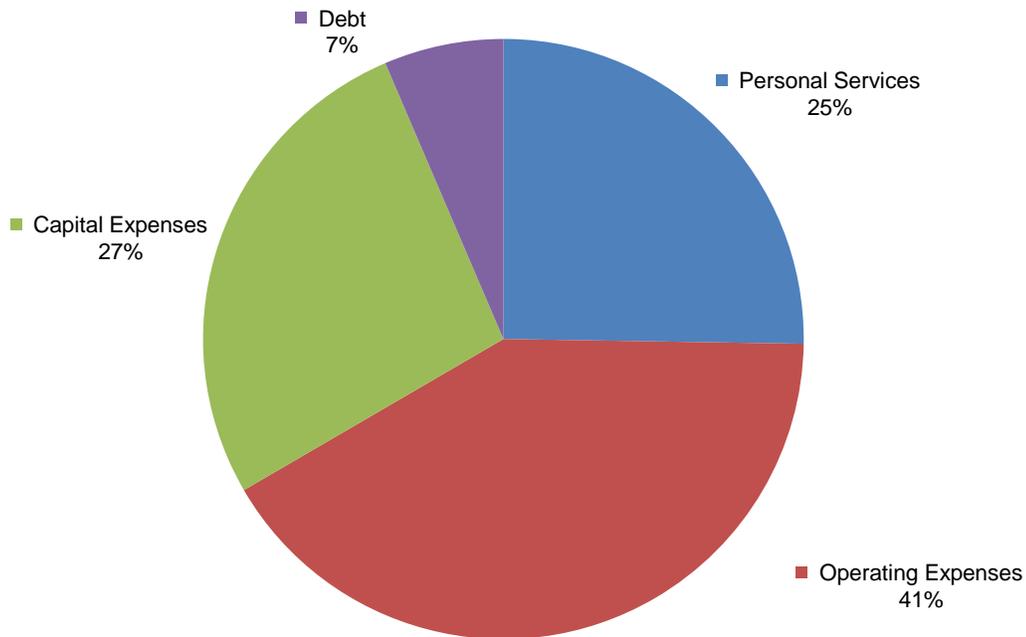
Stormwater

Fund 403

Budget Summary

<i>Department Summary</i>	Audited Actuals 2013-2014	Revised Budget 2014-2015	Adopted Budget 2015-2016	% Change Over FY 14-15
Stormwater-38				
Personal Services	203,714	234,062	252,852	8.03%
Operating Expenses	381,395	357,197	414,173	15.95%
Capital Expenses	(1)	191,803	270,000	40.77%
Debt	3,254	104,742	64,444	-38.47%
Transfers & Other	-	-	-	0.00%
Grand Total Stormwater	\$ 588,362	\$ 887,804	\$ 1,001,469	12.80%

2016 APPROPRIATIONS



FUND 403
 DEPT 00
 DIVISION 00

STORMWATER REVENUE

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2013-2014	REVISED BUDGET 2014-215	ESTIMATED REVENUE 2015-2016	% CHANGE OVER FY 14-15
<i>CHARGES FOR SERVICES</i>					
343.90-01	STORMWATER CHARGES	797,195	714,826	944,973	32.20%
**	TOTAL CHARGES FOR SERVICES	<u>797,195</u>	<u>714,826</u>	<u>944,973</u>	<u>32.20%</u>
<i>INTEREST & OTHER INCOME</i>					
361.10-02	SBA INTEREST	14	-	-	0.00%
367.02-00	UNREALIZED GAIN ON INVEST	68	-	-	0.00%
*	INTEREST INCOME	82	-	-	0.00%
**	TOTAL INTEREST & OTHER INCOME	<u>82</u>	<u>-</u>	<u>-</u>	<u>0.00%</u>
<i>OTHER SOURCES</i>					
384.20-00	LEAGE LEASE	-	150,000	120,000	-20.00%
*	TOTAL TRANSFERS	<u>-</u>	<u>150,000</u>	<u>120,000</u>	<u>-20.00%</u>
389.90-00	APPROPRIATED RESERVES	-	22,978	(63,504)	-376.37%
*	APPROPRIATED RESERVES	<u>-</u>	<u>22,978</u>	<u>(63,504)</u>	<u>-376.37%</u>
**	TOTAL OTHER SOURCES	<u>-</u>	<u>172,978</u>	<u>56,496</u>	<u>-67.34%</u>
TOTAL STORMWATER MANAGEMENT		<u>797,277</u>	<u>887,804</u>	<u>1,001,469</u>	<u>12.80%</u>

FUND 403
DEPT 00
DIVISION 00

STORMWATER REVENUE

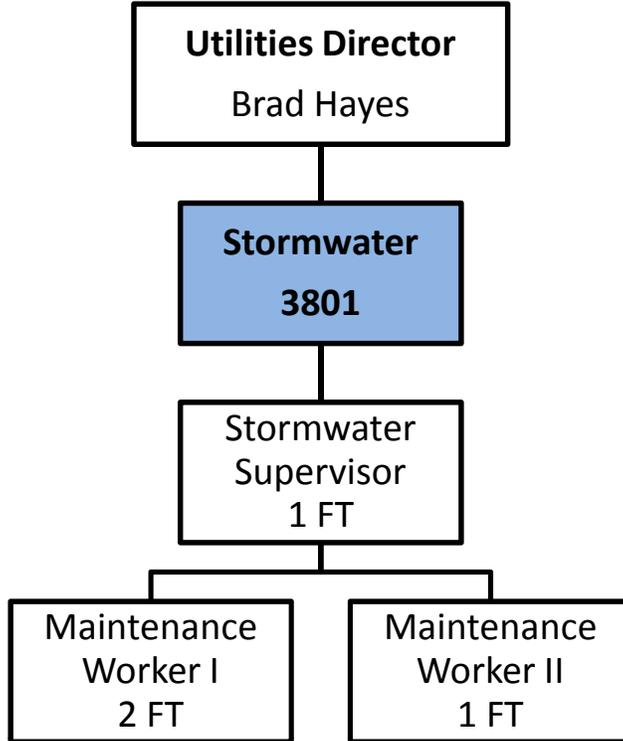
ACCOUNT DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2015-2016
343.90-01 STORMWATER CHARGES		944,973	944,973
361.10-02 SBA INTEREST	NO AMOUNT BUDGETED	-	-
367.02-00 UNREALIZED GAIN ON INVEST	NO AMOUNT BUDGETED	-	-
384.20-00 LEAGUE LEASE	SMALL STREETSWEeper	120,000	120,000
389.90-00 APPROPRIATED RESERVES	UNAPPROPRIATED REVENUE	(63,504)	(63,504)

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Stormwater

Department 38

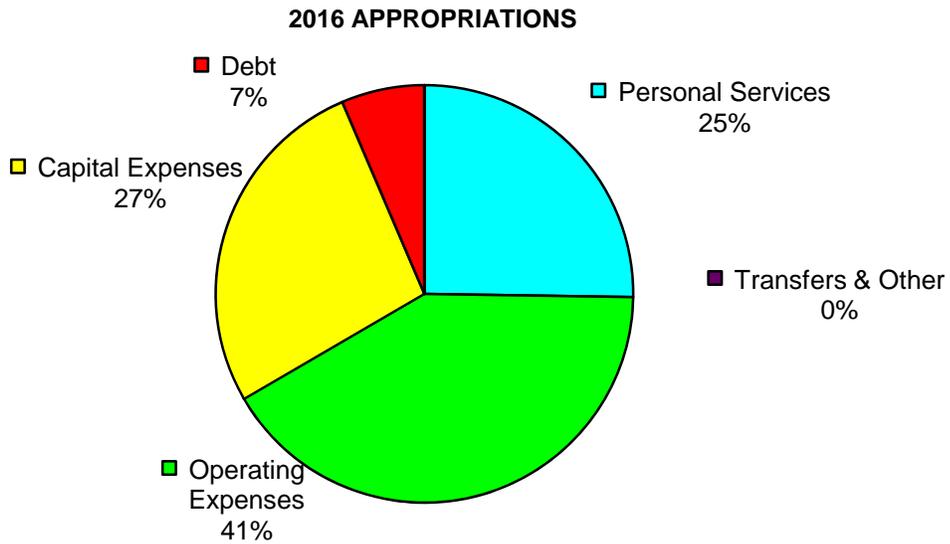


Position Summary

Authorized Positions	Pos. #	2013-2014	2014-2015	2015-2016
Full Time:				
Supervisor	27001	1	1	1
Maintenance Worker I	27002	2	2	2
Maintenance Worker II	27003	1	1	1
No. of Full Time		4	4	4
Total No. of Positions:		4	4	4
Total FTEs:		4	4	4

Budget Summary

<i>Division Summary</i>	Audited Actuals 2013-2014	Revised Budget 2014-2015	Adopted Budget 2015-2016	% Change Over FY 14-15
Stormwater-3801				
Personal Services	203,714	234,062	252,852	8.03%
Operating Expenses	381,395	357,197	414,173	15.95%
Capital Expenses	(1)	191,803	270,000	40.77%
Debt	3,254	104,742	64,444	-38.47%
Transfers & Other	-	-	-	0.00%
	588,362	887,804	1,001,469	12.80%
Grand Total Stormwater	588,362	887,804	1,001,469	12.80%



2016 OPERATING BUDGET

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 2013	Actual 2014	Est. 2015	Projected 2016
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

2016 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.

2016 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.

2015 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
 DEPT 38
 DIVISION 01

STORMWATER EXPENSES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2013-2014	REVISED BUDGET 2014-2015	ADOPTED BUDGET 2015-2016	% CHANGE OVER FY 14-15
<i>SALARIES AND BENEFITS</i>					
538.12-10	REGULAR SALARIES	145,623	156,200	170,404	9.09%
538.14-10	OVERTIME	1,568	10,685	10,685	0.00%
538.15-60	ELECTR TABLET ALLOWANCE	50	-	-	0.00%
538.21-10	FICA / MED TAXES	10,100	11,887	12,957	9.00%
538.22-20	FL STATE RETIREMENT	11,287	13,960	15,707	12.51%
538.23-10	HEALTH INSURANCE	19,100	23,256	24,169	3.93%
538.23-15	DENTAL INSURANCE	1,072	1,271	1,433	12.75%
538.23-20	LIFE INSURANCE	799	635	934	47.09%
538.23-21	SHORT-TERM DISABILITY INS.	555	610	689	12.95%
538.23-30	DEPENDENT HEALTH INSURANCE	7,730	8,735	9,469	8.40%
538.23-35	DEPENDENT DENTAL INSURANCE	632	696	796	14.37%
538.23-40	LONG TERM DISABILITY	367	408	427	4.66%
538.24-10	WORKERS' COMPENSATION	4,831	5,719	5,182	-9.39%
*	SALARIES AND BENEFITS	<u>203,714</u>	<u>234,062</u>	<u>252,852</u>	8.03%
<i>OPERATING EXPENDITURES</i>					
538.31-15	ENGINEERING	7,946	22,650	25,000	10.38%
538.32-10	AUDIT SERVICES	2,800	3,360	4,528	34.76%
538.34-10	CONTRACTUAL SERVICES	17,844	18,403	77,320	320.15%
538.40-10	TRAVEL & PER DIEM	5,248	6,600	4,000	-39.39%
538.41-10	TELEPHONE	974	978	718	-26.58%
538.41-30	POSTAGE	-	300	300	0.00%
538.43-20	LANDFILL COSTS	11,978	12,000	12,000	0.00%
538.44-10	RENTALS & LEASES	251	2,500	2,500	0.00%
538.45-10	LIABILITY	6,102	6,589	7,577	14.99%
538.46-15	REPAIR & MAINT. - EQUIPMENT	3,137	7,280	6,000	-17.58%
538.46-30	REPAIR & MAINT. - VEHICLE	6,220	11,920	15,000	25.84%
538.46-41	STORM DRAIN REPAIR	7,457	6,000	6,000	0.00%
538.47-10	PRINTING & BINDING	-	400	400	0.00%
538.49-10	ADVERTISING	163	500	500	0.00%
538.51-10	OFFICE SUPPLIES	66	500	1,000	100.00%
538.52-10	OPERATING SUPPLIES	8,352	10,156	10,656	4.92%
538.52-11	DURABLE GOODS	-	320	320	0.00%
538.52-15	FUEL COSTS	18,254	21,078	17,950	-14.84%
538.52-25	UNIFORMS	1,944	2,940	2,940	0.00%
538.53-20	ROAD MATERIALS & SUPPLIES	-	-	2,500	100.00%
538.54-10	BKS, PUB, SUB, MEM, LIB	751	990	990	0.00%
538.59-10	DEPRECIATION EXPENSE	83,944	-	-	0.00%
538.59-13	BAD DEBT	3,502	-	-	0.00%
538.59-15	TRANSFER TO G/F	39,020	52,553	57,186	8.82%
538.59-20	REIMBURSEMENT TO G/F	155,442	158,788	158,788	0.00%
538.59-70	TRANSFER TO SRF LOAN DEBT	-	10,392	-	-100.00%
*	OPERATING EXPENDITURES	<u>381,395</u>	<u>357,197</u>	<u>414,173</u>	15.95%

FUND 403
 DEPT 38
 DIVISION 01

STORMWATER EXPENSES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2013-2014	REVISED BUDGET 2014-2015	ADOPTED BUDGET 2015-2016	% CHANGE OVER FY 14-15
<i>CAPITAL EXPENDITURES</i>					
538.64-10	EQUIP - REPLACEMENT	171,534	117,581	-	-100.00%
538.64-11	EQUIP-VEHICLE REPLACEMENT	-	-	120,000	100.00%
538.64-13	EQUIP - COMP REPLACEMENT	-	1,866	-	-100.00%
538.64-14	EQUIP - NEW COMPUTERS	-	1,500	-	-100.00%
538.64-15	EQUIP - NEW	-	5,684	-	-100.00%
538.64-25	FUTURE PROJECTS	174,722	65,172	150,000	130.16%
538.69-98	ASSET RECLASS-CIP	(22,502)	-	-	0.00%
538.69-99	ASSET RECLASSIFICATION	(323,755)	-	-	0.00%
* CAPITAL EXPENDITURES		(1)	191,803	270,000	40.77%
<i>DEBT SERVICE</i>					
538.71-05	OTHER	-	96,506	60,486	-37.32%
538.72-05	OTHER	3,254	8,236	3,958	-51.94%
* DEBT SERVICE		3,254	104,742	64,444	-38.47%
TOTAL STORMWATER		588,362	887,804	1,001,469	12.80%

FUND 403
DEPT 38
DIVISION 01

STORMWATER EXPENSE JUSTIFICATION

ACCOUNT DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2015-2016
538.12-10 REGULAR SALARIES	SALARIES FOR REGULAR EMPLOYEES	170,404	170,404
538.14-10 OVERTIME	WAGES FOR HOURS WORKED IN EXCESS OF REGULAR TIME	10,685	10,685
538.15-60 ELECTR TABLET ALLOWANCE	NO AMOUNT BUDGETED	-	-
538.21-10 FICA / MED TAXES	SOCIAL SECURITY AND MEDICARE TAX BENEFIT	12,957	12,957
538.22-20 FL STATE RETIREMENT	FRS RETIREMENT CONTRIBUTIONS FOR REGULAR EMPLOYEES	15,707	15,707
538.23-10 HEALTH INSURANCE	HEALTH INSURANCE PREMIUMS FOR EMPLOYEES	24,169	24,169
538.23-15 DENTAL INSURANCE	DENTAL INSURANCE PREMIUMS FOR EMPLOYEES	1,433	1,433
538.23-20 LIFE INSURANCE	LIFE INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	934	934
538.23-21 SHORT-TERM DISABILITY	SHORT-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	689	689
538.23-30 DEPENDENT HEALTH INSURANC	SUBSIDIZED HEALTH INSURANCE PREMIUMS FOR EMPLOYEES' DEPENDENTS	9,469	9,469
538.23-35 DEPENDENT DENTAL INSURANC	SUBSIDIZED DENTAL INSURANCE PREMIUMS FOR EMPLOYEES' DEPENDENTS	796	796
538.23-40 LONG TERM DISABILITY	LONG-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	427	427
538.24-10 WORKERS' COMPENSATION	WORKERS' COMPENSATION INSURANCE	5,182	5,182
538.31-15 ENGINEERING	GENERAL ENGINEERING RELATED TO STORMWATER PROJECTS	25,000	25,000
538.32-10 AUDIT SERVICES	AUDIT SERVICES	4,528	4,528
538.34-10 CONTRACTUAL SERVICES	BLACKBOARD CONNECT MASS NOTIFICATION (SHARED WITH POLICE, FIRE & UTILITY) CONTRACTUAL SERVICES TO REPAIR, LINE STORM LINE THROUGHOUT THE CITY	2,320 75,000	77,320
538.40-10 TRAVEL & PER DIEM	TRAINING, TRAVEL EXPENSES FOR STORMWATER OPERATORS TO MAINTAIN CEU'S AND LICENSES	4,000	4,000
538.41-10 TELEPHONE	NEXTEL	718	718
538.41-30 POSTAGE	POSTAGE	300	300
538.43-20 LANDFILL COSTS	DEP REQUIRED 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	LIABILITY INSURANCE	7,577	7,577
538.46-15 EQUIPMENT	REPAIR & MAINT OF EQUIPMENT	6,000	6,000
538.46-30 VEHICLE	ROUTINE PREVENTATIVE MAINT & REPAIR TO VEHICLES	15,000	15,000
538.46-41 STORM DRAIN REPAIR	MATERIALS TO REPAIR STORM DRAINS & LINES	6,000	6,000
538.47-10 PRINTING & BINDING	BUSINESS CARDS, PAMPHLETS, ETC	400	400
538.49-10 ADVERTISING	NPDES REQUIREMENTS FOR PUBLIC RELATIONS	500	500
538.51-10 OFFICE SUPPLIES	GENERAL OFFICE SUPPLIES	1,000	1,000

FUND 403
DEPT 38
DIVISION 01

STORMWATER EXPENSE JUSTIFICATION

ACCOUNT DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2015-2016
538.52-10 OPERATING SUPPLIES	MISC OPERATING SUPPLIES WHICH INCLUDE: REPLACE CELL PHONES & 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 (ROLLOVER)	320	320
538.52-15 FUEL COSTS	FUEL COSTS	17,950	17,950
538.52-25 UNIFORMS	WEEKLY RENTAL OF UNIFORMS - 4 EMPLOYEES	2,060	2,940
	WORK BOOTS - 4 EMPLOYEES	600	
	POLO SHIRTS - PER CITY POLICY	280	
538.53-20 ROAD MATERIALS & SUPPLIES	TOOLS, MILLINGS, CONCRETE & ASPHALT FOR INFRASTRUCTURE REPAIRS	2,500	2,500
538.54-10 BKS, PUB, SUB, MEM, LIB	TRAINING MANUALS, BOOKS, SUBSCRIPTIONS, ETC	990	990
538.59-10 DEPRECIATION EXPENSE	NO AMOUNT BUDGETED	-	-
538.59-13 BAD DEBT	NO AMOUNT BUDGETED	-	-
538.59-15 TRANSFER TO G/F	OPERATING TRANSFER TO GENERAL FUND	57,186	57,186
538.59-20 REIMBURSEMENT TO G/F	REIMBURSEMENTS TO GF FOR ADMIN SERVICES	158,788	158,788
538.59-70 TRANSFER TO SRF LOAN DEBT	NO AMOUNT BUDGETED	-	-
538.64-10 EQUIP - REPLACEMENT	NO AMOUNT BUDGETED	-	-
538.64-11 EQUIP-VEHICLE REPLACEMENT	SMALL STREETSWEeper	120,000	120,000
538.64-13 EQUIP - COMP REPLACEMENT	NO AMOUNT BUDGETED	-	-
538.64-14 EQUIP - NEW COMPUTERS	NO AMOUNT BUDGETED	-	-
538.64-15 EQUIP - NEW	NO AMOUNT BUDGETED	-	-
538.64-25 FUTURE PROJECTS	DELAWARE ST DRAINAGE IMPROVEMENTS	150,000	150,000
538.69-98 ASSET RECLASS-CIP	NO AMOUNT BUDGETED	-	-
538.69-99 ASSET RECLASSIFICATION	NO AMOUNT BUDGETED	-	-
538.71-05 OTHER	STREET SWEEPER PRINCIPAL		60,486
	1-27-16 (46% OF PRINCIPAL PAYMENT)	15,379	
	7-27-16(46% OF PRINCIPAL PAYMENT)	15,532	
	BOOM MOWER		
	PRINCIPAL 3-24-16	14,726	
	PRINCIPAL 9-24-16	14,849	
538.72-05 OTHER	STREET SWEEPER LEASE INTEREST		3,958
	1-27-16(46% OF INTEREST PAYMENT)	1,104	
	7-27-16(46% OF INTEREST PAYMENT)	951	
	BOOM MOWER		
	3-24-16 INTEREST	1,013	
	9-24-16 INTEREST	890	

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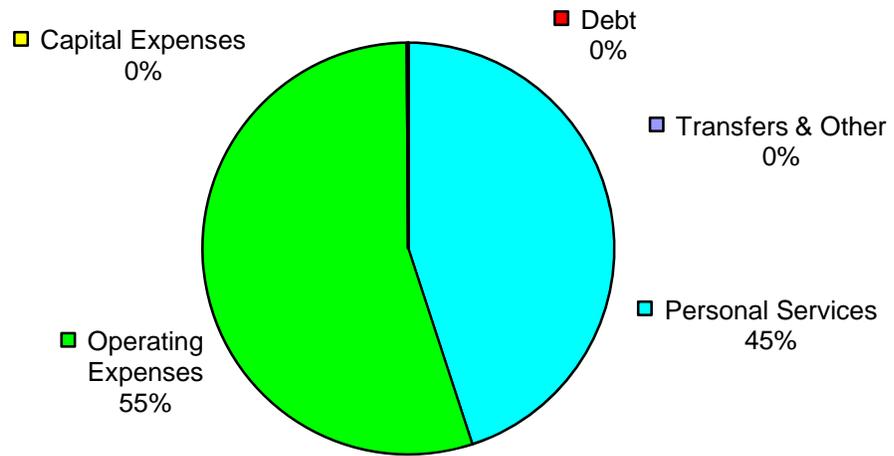
Marina/Seaplane Base

Fund 405

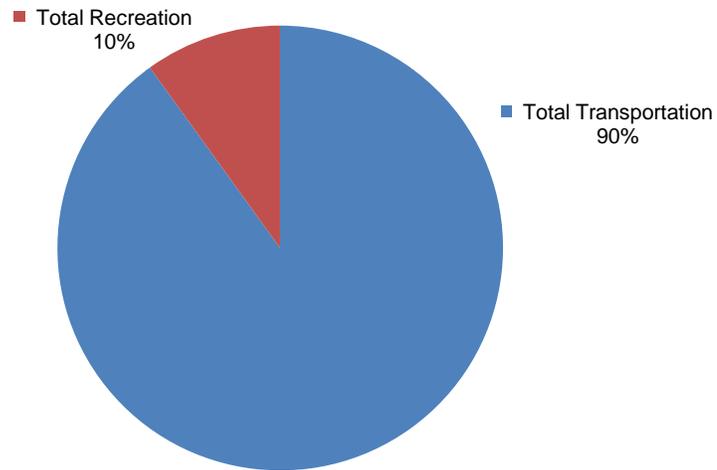
Budget Summary

<i>Department Summary</i>	Audited Actuals 2013-2014	Revised Budget 2014-2015	Adopted Budget 2015-2016	% Change Over FY 14-15
Transportation-43				
Personal Services	178,527	229,486	235,199	2.49%
Operating Expenses	345,694	298,723	302,446	1.25%
Capital Expenses	-	1,600	1,000	-37.50%
Debt	-	-	-	0.00%
Transfers & Other	-	-	-	0.00%
Total Transportation	<u>524,221</u>	<u>529,809</u>	<u>538,645</u>	<u>1.67%</u>
Recreation-72				
Personal Services	34,513	47,944	40,127	-16.30%
Operating Expenses	20,411	20,146	19,407	-3.67%
Capital Expenses	-	-	-	0.00%
Debt	-	-	-	0.00%
Transfers & Other	-	-	-	0.00%
Total Recreation	<u>54,924</u>	<u>68,090</u>	<u>59,534</u>	<u>-12.57%</u>
Maintenance-74				
Personal Services	46,247	50,023	53,250	6.45%
Operating Expenses	82,365	79,608	79,138	-0.59%
Capital Expenses	-	-	-	0.00%
Debt	-	-	-	0.00%
Transfers & Other	-	-	-	0.00%
Total Recreation	<u>128,612</u>	<u>129,631</u>	<u>132,388</u>	<u>2.13%</u>
Grand Marina/Seaplane Base	<u>\$ 707,757</u>	<u>\$ 727,530</u>	<u>\$ 730,567</u>	<u>0.42%</u>
<i>Category Summary</i>				
Personal Services	259,287	327,453	328,576	0.34%
Operating Expenses	448,470	398,477	400,991	0.63%
Capital Expenses	-	1,600	1,000	-37.50%
Debt	-	-	-	0.00%
Transfers & Other	-	-	-	0.00%
Grand Marina/Seaplane Base	<u>\$ 707,757</u>	<u>\$ 727,530</u>	<u>\$ 730,567</u>	<u>0.42%</u>

2016 APPROPRIATIONS



2016 APPROPRIATIONS BY FUNCTION



FUND 405
 DEPT 00
 DIVISION 00

SEAPLANE BASE & MARINA REVENUE

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2013-2014	REVISED BUDGET 2014-215	ESTIMATED REVENUE 2015-2016	% CHANGE OVER FY 14-15
<i>CHARGES FOR SERVICES</i>					
344.20-01	SLIP RENTAL/DOCKAGE	35,160	22,456	22,500	0.20%
344.20-02	BOAT LAUNCH/TRANSIENT DOCK	2,126	200	300	50.00%
344.20-20	OTHER PROPERTY RENTAL	6,072	6,300	6,300	0.00%
344.20-50	SALE OF GAS & OIL	219,317	195,000	200,000	2.56%
344.20-51	PROP SHOP SALES	17,011	30,000	25,000	-16.67%
344.20-52	COT BOTTLED WATER SALES	1,109	-	-	0.00%
344.90-04	OTHER FEES	1,373	-	-	0.00%
347.20-05	SPLASH PARK FEES	44,291	44,000	47,000	6.82%
347.20-07	SPLASH PARK-PARTY PACK	1,122	1,250	1,250	0.00%
347.40-04	SPECIAL EVENT COLLECTIONS	200	-	-	0.00%
347.50-02	OTHER RENTALS/PAVILN	13,736	16,000	16,000	0.00%
347.50-08	RUBY STREET PARKING LOT	-	6,000	-	-100.00%
**	TOTAL CHARGES FOR SERVICES	341,517	321,206	318,350	-0.89%
<i>OTHER INCOME</i>					
369.10-02	INSUR REIMBURSEMENTS	33,775	-	-	0.00%
*	OTHER INCOME	33,775	-	-	0.00%
<i>OTHER SOURCES</i>					
389.01-01	CONTRIB. FROM GENERAL FUND	333,364	333,364	336,217	0.86%
389.01-05	TRANSFER FROM TIF FUND	65,034	70,034	76,000	8.52%
389.40-00	GRANTS & DONATION	-	-	-	
*	TOTAL TRANSFERS	398,398	403,398	412,217	2.19%
389.90-01	RETAINED EARNINGS	-	3,895	-	-100.00%
*	APPROPRIATED RESERVES	-	3,895	-	-100.00%
**	TOTAL OTHER SOURCES	398,398	407,293	412,217	1.21%
TOTAL SEAPLANE BASE & MARINA		773,690	728,499	730,567	0.28%

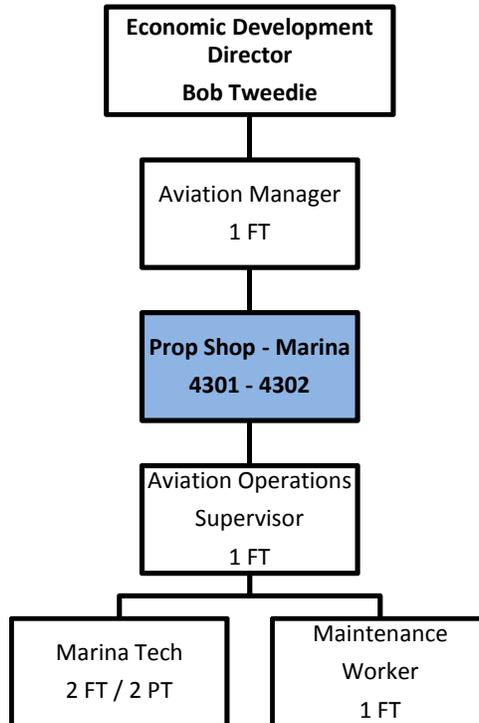
FUND 405
 DEPT 00
 DIVISION 00

MARINA FUND REVENUE

ACCOUNT DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2015-2016
344.20-01 SLIP RENTAL/DOCKAGE	SLIP RENTAL	22,500	22,500
344.20-02 BOAT LAUNCH/TRANSIENT DCK	TRANSIENT DOCK FEE (\$10 A NIGHT)	300	300
344.20-20 OTHER PROPERTY RENTAL	JONES BROTHERS	6,300	6,300
344.20-50 SALE OF GAS & OIL	SALE OF GAS & OIL	200,000	200,000
344.20-51 PROP SHOP SALES	PROP SHOP SALES	25,000	25,000
344.20-52 COT BOTTLED WATER SALES	NO AMOUNT BUDGETED	-	-
344.90-04 OTHER FEES	NO AMOUNT BUDGETED	-	-
347.20-05 SPLASH PARK FEES	SPLASH PARK FEES	47,000	47,000
347.20-07 SPLASH PK - PARTY PACK	SPLASH PARK PARTY PACKAGE	1,250	1,250
347.40-04 SPECIAL EVENT COLLECTIONS	NO AMOUNT BUDGETED	-	-
347.50-02 OTHER RENTALS/PAVILN	PAVILION RENTALS	16,000	16,000
347.50-08 RUBY STREET PARKING LOT	NO AMOUNT BUDGETED	-	-
369.10-02 INSUR REIMBURSEMENTS	NO AMOUNT BUDGETED	-	-
389.01-01 CONTRIBUTIONS FROM GEN FD	TRANSFERS FROM GENERAL FUND	336,217	336,217
389.01-05 FROM TIF FUND	TRANSFERS FROM TIF	76,000	76,000
389.90-01 RETAINED EARNINGS	NO AMOUNT BUDGETED	-	-

Marina/Airport Operations

Department 43



Position Summary

Authorized Positions	Pos. #	2013-2014	2014-2015	2015-2016
Full Time:				
Aviation Manager		0	0	1
Marina Manager	43001	1	1	0
Aviation Operation Supervisor		0	0	1
Marina Operation Supervisor ¹	43002	1	1	0
Marina Maintenance Worker	43003	0	1	1
Marina Technician	43004	2	2	2
No. of Full Time		<u>4</u>	<u>5</u>	<u>5</u>
Part Time:				
Marina Technician		0	0	0
Marina Technician/Maint	43004	3	1	1
No. of Part Time:		<u>3</u>	<u>1</u>	<u>1</u>
Total No. of Positions:		<u><u>7</u></u>	<u><u>6</u></u>	<u><u>6</u></u>
Total FTEs:		5.5	5.5	5.5

Notes:

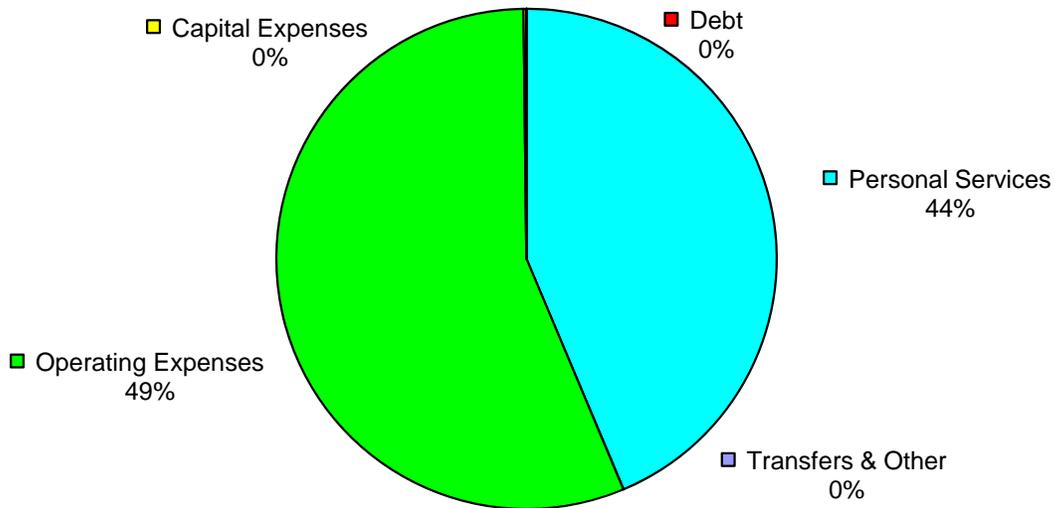
For FY2012, all departments/divisions within Fund 405 have been realigned.

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

Budget Summary

<i>Division Summary</i>	Audited Actuals 2013-2014	Revised Budget 2014-2015	Adopted Budget 2015-2016	% Change Over FY 14-15
Seaplane Base & Marina - 4304				
Personal Services	178,527	229,486	235,199	2.49%
Operating Expenses	345,694	298,723	302,446	1.25%
Capital Expenses	-	1,600	1,000	-37.50%
Debt	-	-	-	0.00%
Transfers & Other	-	-	-	0.00%
			0	
Total Seaplane Base & Marina	\$ 524,221	\$ 529,809	\$ 538,645	1.67%
<i>Percentage of Fund Budget</i>	74.07%	72.82%	73.73%	1.25%

2016 APPROPRIATIONS



2016 OPERATING BUDGET

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 department 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.

SERVICE INDICATORS:

	Indicator Description	Actual 2013	Actual 2014	Est. 2015	Projected 2016
1.	Prop Shop Net Revenue	\$ 29,221	\$ 25,674	\$ 26,000	\$ 27,000
2.	Splash Park Revenue	\$ 45,825	\$ 47,283	\$ 49,000	\$ 50,000
3.	Splash Park Attendance	22,777	23,443	24,000	25,000
4.	Fuel Sales	\$ 190,010	\$ 219,600	\$ 220,000	\$ 230,000
5.	Gallons of Fuel Sold	40,132	45,971	47,000	50,000
6.	Pavilion Rental Revenue	\$ 15,000	\$ 15,700	\$ 16,000	\$ 17,000
7.	Percentage of Boat Slip Rentals Filled (36 Total)	100%	100%	100%	100%
8.	Number of Special Events Facilitated	24	34	27	25
9.	Number of Seaplane Visits	2,605	2,559	2,700	3,200

2016 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.

2016 OPERATING BUDGET

SEAPLANE BASE & MARINA (continued)

PROGRAM HIGHLIGHTS

2016 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.
7. Initiate Fuel Quality Assurance Program.
8. Professional Line Item Service Training for all staff.
10. Enhance the brand through increased marketing efforts.
11. Emphasize the growth of seaplane activity by evolving current events and promotional efforts.
12. Relocate the Tav Lee Trail to behind the tarmac area for increased security.
13. Explore and develop a more diverse retail selection and visual display for the Prop Shop.
14. Organize and upgrade communications and IT set up at Prop Shop.
15. Restoration of audio/public address system at Wooton Park.

2015 ACCOMPLISHMENTS

1. All full-time staff fully trained on Point of Sale system and fuel systems.
2. Hosted and facilitated 34 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
 DEPT 43
 DIVISION 04

SEAPLANE BASE & MARINA
 DEPARTMENT/DIVISION ESTABLISHED IN FY2012

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2013-2014	REVISED BUDGET 2014-2015	ADOPTED BUDGET 2015-2016	% CHANGE OVER FY 14-15
<i>SALARIES AND BENEFITS</i>					
543.12-10	REGULAR SALARIES	132,706	155,882	164,010	5.21%
543.14-10	OVERTIME	1,646	3,664	4,564	24.56%
543.21-10	FICA / MED TAXES	9,719	11,533	12,495	8.34%
543.22-20	FL STATE RETIREMENT	9,321	11,987	11,674	-2.61%
543.23-10	HEALTH INSURANCE	13,368	17,015	16,113	-5.30%
543.23-15	DENTAL INSURANCE	993	1,150	1,296	12.70%
543.23-20	LIFE INSURANCE	736	569	830	45.87%
543.23-21	SHORT-TERM DISABILITY	511	547	626	14.44%
543.23-30	DEPENDENT HEALTH INSURANCE	3,639	19,812	15,495	-21.79%
543.23-35	DEPENDENT DENTAL INSURANCE	794	1,160	1,256	8.28%
543.23-40	LONG TERM DISABILITY	336	362	383	5.80%
543.24-10	WORKERS' COMPENSATION	4,758	5,805	6,457	11.23%
*	SALARIES AND BENEFITS	178,527	229,486	235,199	2.49%
<i>OPERATING EXPENDITURES</i>					
543.32-10	AUDIT SERVICES	2,450	2,940	4,087	39.01%
543.34-10	CONTRACTUAL SERVICES	1,117	1,150	2,050	78.26%
543.40-10	TRAVEL & PER DIEM	-	1,000	1,500	50.00%
543.41-10	TELEPHONE	2,108	1,990	2,103	5.68%
543.41-30	POSTAGE	8	200	200	0.00%
543.43-10	ELECTRIC, WATER, GAS	32,741	30,965	33,726	8.92%
543.44-10	RENTALS & LEASES	-	6,000	-	-100.00%
543.45-10	LIABILITY	16,025	16,834	19,359	15.00%
543.46-10	BUILDING	-	5,400	3,500	-35.19%
543.46-11	DOCKS	7,228	25,000	15,000	-40.00%
543.46-16	FUELING SYSTEM	1,839	4,250	18,000	323.53%
543.46-17	INSURANCE RECOVERY	41,807	-	-	0.00%
543.46-25	MISCELLANEOUS REPAIRS	5,068	2,500	2,500	0.00%
543.46-45	EXTERMINATING	-	250	250	0.00%
543.47-10	PRINTING & BINDING	-	200	200	0.00%
543.49-10	ADVERTISING	9,354	10,000	10,000	0.00%
543.49-30	BANK/WIRE/ADMN EXPENSE	268	-	-	0.00%
543.49-32	CREDIT CARD PROCESSING	5,554	4,940	5,721	15.81%
543.49-97	INVENTORY OVER/SHORT-PROP	825	-	-	0.00%
543.51-10	OFFICE SUPPLIES	201	1,000	1,000	0.00%
543.52-10	OPERATING SUPPLIES	1,657	3,000	3,000	0.00%
543.52-11	DURABLE GOODS	-	550	-	-100.00%
543.52-15	FUEL COSTS	1,618	1,979	1,750	-11.57%
543.52-16	INVENTORY PURCHASES	-	20,000	20,000	0.00%
543.52-22	COST OF GOODS SOLD	8,542	-	-	0.00%
543.52-25	UNIFORMS	646	3,075	3,000	-2.44%
543.52-31	RECREATIONAL FUEL INVENTORY	138,489	80,000	91,000	13.75%
543.52-32	AVIATION FUEL INVENTORY	66,704	75,000	64,000	-14.67%
543.54-10	BKS, PUB, SUB, MEM, LIB	84	500	500	0.00%
543.59-10	DEPRECIATION EXPENSE	1,679	-	-	0.00%
543.59-13	BAD DEBT	(425)	-	-	0.00%
543.59-20	REIMBURSEMENT TO G/F	107	-	-	0.00%
*	OPERATING EXPENDITURES	345,694	298,723	302,446	1.25%

FUND 405
 DEPT 43
 DIVISION 04

**SEAPLANE BASE & MARINA
 DEPARTMENT/DIVISION ESTABLISHED IN FY2012**

<u>ACCT #</u>	<u>ACCOUNT DESCRIPTION</u>	<u>AUDITED ACTUALS 2013-2014</u>	<u>REVISED BUDGET 2014-2015</u>	<u>ADOPTED BUDGET 2015-2016</u>	<u>% CHANGE OVER FY 14-15</u>
<i>CAPITAL EXPENDITURES</i>					
543.64-10	EQUIP - REPLACEMENT	-	1,000	-	0.00%
543.64-11	EQUIP-VEHICLE REPLACEMENT	12,120	-	-	0.00%
543.64-13	EQUIP - COMP REPLACEMENT	-	600	-	0.00%
543.64-14	EQUIP - NEW COMPUTERS	-	-	1,000	0.00%
543.69-99	ASSET RECLASSIFICATION	(12,120)	-	-	0.00%
*	CAPITAL EXPENDITURES	-	1,600	1,000	-37.50%
TOTAL SEAPLANE BASE & MARINA		<u>524,221</u>	<u>529,809</u>	<u>538,645</u>	<u>1.67%</u>

FUND 405
DEPT 43
DIVISION 04

SEAPLANE BASE & MARINA
DEPARTMENT/DIVISION ESTABLISHED IN FY2012

ACCOUNT DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2015-2016
543.12-10 REGULAR SALARIES	SALARIES FOR REGULAR EMPLOYEES	164,010	164,010
543.14-10 OVERTIME	WAGES FOR HOURS WORKED IN EXCESS OF REGULAR TIME	4,564	4,564
543.21-10 FICA / MED TAXES	SOCIAL SECURITY AND MEDICARE TAX BENEFIT	12,495	12,495
543.22-20 FL STATE RETIREMENT	FRS RETIREMENT CONTRIBUTIONS FOR REGULAR EMPLOYEES	11,674	11,674
543.23-10 HEALTH INSURANCE	HEALTH INSURANCE PREMIUMS FOR EMPLOYEES	16,113	16,113
543.23-15 DENTAL INSURANCE	DENTAL INSURANCE PREMIUMS FOR EMPLOYEES	1,296	1,296
543.23-20 LIFE INSURANCE	LIFE INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	830	830
543.23-21 SHORT-TERM DISABILITY	SHORT-TERM DISABILITY INSURANCE PREMIUMS FOR EMPLOYEE	626	626
543.23-30 DEPENDENT HEALTH INSURANCE	SUBSIDIZED HEALTH INSURANCE PREMIUMS FOR EMPLOYEES' DEPENDENTS	15,495	15,495
543.23-35 DEPENDENT DENTAL INSURANCE	SUBSIDIZED DENTAL INSURANCE PREMIUMS FOR EMPLOYEES' DEPENDENTS	1,256	1,256
543.23-40 LONG TERM DISABILITY	LONG-TERM DISABILITY INSURANCE PREMIUMS FOR EMPLOYEE	383	383
543.24-10 WORKERS' COMPENSATION	WORKERS' COMPENSATION INSURANCE	6,457	6,457
543.32-10 AUDIT SERVICES	AUDIT SERVICES - FINANCE ENTERED	4,087	4,087
543.34-10 CONTRACTUAL SERVICES	COMCAST - WEATHER CHANNEL COMCAST	450 1,600	2,050
543.40-10 TRAVEL & PER DIEM	NATA SAFETY 1ST TRAINING	1,500	1,500
543.41-10 TELEPHONE	NEXTEL DOMS FAX	958 1,145	2,103
543.41-30 POSTAGE	POSTAGE	200	200
543.43-10 ELECTRIC, WATER, GAS	ELECTRIC WATER	3,144 30,582	33,726
543.44-10 RENTALS & LEASES	NO AMOUNT BUDGETED	-	-
543.45-10 LIABILITY	LIABILITY, POLLUTION, AND AVIATION INSURANCE	19,359	19,359
543.46-10 BUILDING	STAIN OUTSIDE OF PROP SHOP REFINISH WOOD FLOORS	2,500 1,000	3,500
543.46-11 DOCKS	REPAIR SINKING DOCK FINGERS	15,000	15,000
543.46-16 FUELING SYSTEM	REPLACE SUMP BOOTS ON 2 DISPENSERS REPLACE 5 FUEL HOSES AND FILTERS CERTIFIED AVIATION HOSES, NOZZLES, FUEL FILTER HOUSINGS, DIFFERENTIAL PRESSURE GAUGES, GALVANIZED PIPING	4,000 6,000 8,000	18,000
543.46-17 INSURANCE RECOVERY	NO AMOUNT BUDGETED	-	-
543.46-25 MISCELLANEOUS	WINDOW, REFRIGERATION, AC	2,500	2,500
543.46-45 EXTERMINATING	EXTERMINATING	250	250
543.47-10 PRINTING & BINDING	BUSINESS CARDS,EVENT FLYERS	200	200

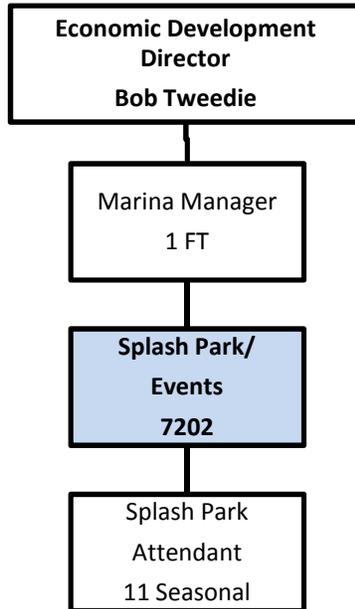
FUND 405
 DEPT 43
 DIVISION 04

SEAPLANE BASE & MARINA
 DEPARTMENT/DIVISION ESTABLISHED IN FY2012

ACCOUNT DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2015-2016
543.49-10 ADVERTISING	WATERFLYING MAGAZINE - 6 ISSUES	2,000	10,000
	SPA FLIGHT DIRECTORY LISTING	600	
	SUN N FUN SIGNAGE	300	
	AVIATION DIGEST - 5 FEATURES	1,000	
	OSHKOSH PROGRAM AD	800	
	OSHKOSH JUMBO SCREEN	1,000	
	FL AIRPORTS COUNCIL LISTING	350	
	BILLBOARDS	2,200	
	SPLASH PARK EMP LISTING	250	
	SPECIALTY MAGAZINE FEATURES	1,500	
543.49-30 BANK/WIRE/ADMN EXPENSE	NO AMOUNT BUDGETED	-	-
543.49-32 CREDIT CARD PROCESSING	CREDIT CARD PROCESSING FEES	5,721	5,721
543.49-97 INVENTORY OVER/SHORT-PROP	NO AMOUNT BUDGETED	-	-
543.51-10 OFFICE SUPPLIES	GENERAL OFFICE SUPPLIES	1,000	1,000
543.52-10 OPERATING SUPPLIES	JANITORAL SUPPLIES,BATTERIES,HOSES, PRESSURE WASHER	3,000	3,000
543.52-11 DURABLE GOODS	NO AMOUNT BUDGETED	-	-
543.52-15 FUEL COSTS	FUEL COSTS	1,281	1,750
	FUEL FOR RTV,BLOWERS,PRESSURE WASHERS	469	
543.52-16 INVENTORY PURCHASES	SHIRTS, SNACKS, CANDY, DRINKS, SUNDRIES, BOOKS, TOYS, AND CAPS	20,000	20,000
543.52-22 COST OF GOODS SOLD	NO AMOUNT BUDGETED	-	-
543.52-25 UNIFORMS	SHORTS, PANTS, JACKETS, RAINGEAR, SHOES	3,000	3,000
543.52-31 RECREATIONAL FUEL INVENTORY	REC FUEL FOR RESALE	91,000	91,000
543.52-32 AVIATION FUEL INVENTORY	AVIATION FUEL FOR RESALE	64,000	64,000
543.54-10 BKS, PUB, SUB, MEM, LIB	BOOKS, PUB, SUB, MEMBERSHIPS	500	500
543.59-10 DEPRECIATION EXPENSE	NO AMOUNT BUDGETED	-	-
543.59-13 BAD DEBT	NO AMOUNT BUDGETED	-	-
543.59-20 REIMBURSEMENT TO G/F	NO AMOUNT BUDGETED	-	-
543.64-10 EQUIP - REPLACEMENT	NO AMOUNT BUDGETED	-	-
543.64-11 EQUIP-VEHICLE REPLACEMENT	NO AMOUNT BUDGETED	-	-
543.64-13 EQUIP - COMP REPLACEMENT	NO AMOUNT BUDGETED	-	-
543.64-14 EQUIP - NEW COMPUTERS	REPLACE DESKTOP	1,000	1,000
543.69-99 ASSET RECLASSIFICATION	NO AMOUNT BUDGETED	-	-

Splash Park

Department 72



Position Summary

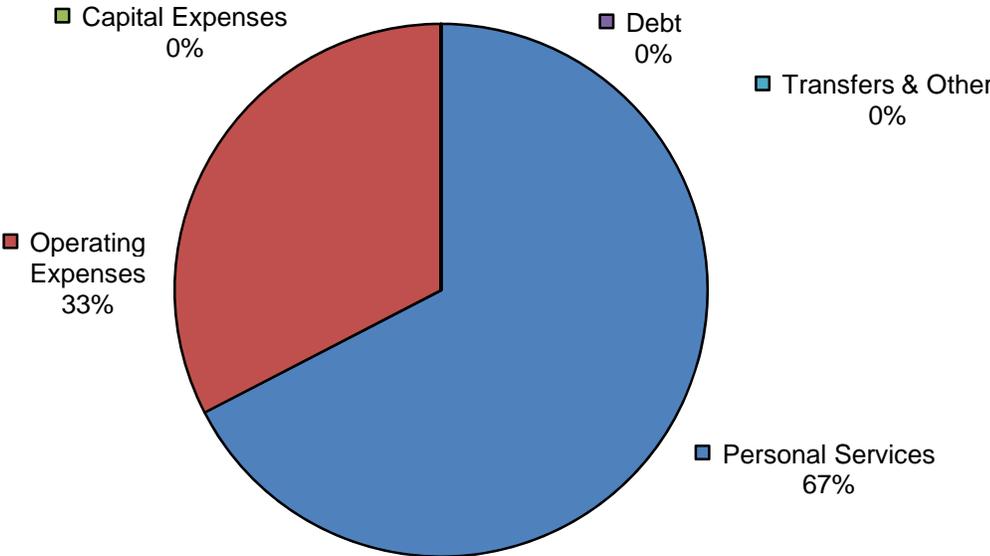
Authorized Positions	Pos. #	2013-2014	2014-2015	2015-2016
Seasonal:				
Splash Park Attendant ¹	72004	9	11	11
No. of Seasonal:		9	11	11
Total No. of Positions:		9	11	11
Total FTEs:		0	0	0

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

<i>Division Summary</i>	Audited Actuals 2013-2014	Revised Budget 2014-2015	Adopted Budget 2015-2016	% Change Over FY 14-15
Splash Park-7301				
Personal Services	34,513	47,944	40,127	-16.30%
Operating Expenses	20,411	20,146	19,407	-3.67%
Capital Expenses	-	-	-	0.00%
Debt	-	-	-	0.00%
Transfers & Other	-	-	-	0.00%
Grand Total Splash Park	\$ 54,924	\$ 68,090	\$ 59,534	-12.57%
<i>Percentage of Fund Budget</i>	7.76%	9.36%	8.15%	-12.93%

2016 APPROPRIATIONS



FUND 405
 DEPT 73
 DIVISION 01

**SPLASH PARK EXPENSES
 DEPARTMENT/DIVISION ESTABLISHED FY 2012**

<u>ACCT #</u>	<u>ACCOUNT DESCRIPTION</u>	<u>AUDITED ACTUALS 2013-2014</u>	<u>REVISED BUDGET 2014-2015</u>	<u>ADOPTED BUDGET 2015-2016</u>	<u>% CHANGE OVER FY 14-15</u>
<i>SALARIES AND BENEFITS</i>					
572.12-10	REGULAR SALARIES	29,348	39,831	32,643	-18.05%
572.14-10	OVERTIME	670	-	-	0.00%
572.21-10	FICA / MED TAXES	2,277	3,029	2,477	-18.22%
572.22-20	FL STATE RETIREMENT	504	2,992	1,647	-44.95%
572.23-10	HEALTH INSURANCE	485	532	1,151	116.35%
572.23-15	DENTAL INSURANCE	56	61	68	11.48%
572.23-20	LIFE INSURANCE	36	26	39	50.00%
572.23-21	SHORT-TERM DISABILITY INS.	25	25	29	16.00%
572.23-30	DEPENDENT HEALTH INSURANCE	-	-	861	100.00%
572.23-35	DEPENDENT DENTAL INSURANCE	56	61	70	14.75%
572.23-40	LONG TERM DISABILITY	16	17	18	5.88%
572.24-10	WORKERS' COMPENSATION	1,040	1,370	1,124	-17.96%
572.25-10	UNEMPLOYMENT COMPENSATION	-	-	-	0.00%
*	SALARIES AND BENEFITS	<u>34,513</u>	<u>47,944</u>	<u>40,127</u>	-16.30%
<i>OPERATING EXPENDITURES</i>					
572.43-10	ELECTRIC, WATER, GAS	9,986	11,222	15,224	35.66%
572.45-10	LIABILITY	1,597	1,724	1,983	15.02%
572.46-25	MISCELLANEOUS	1,037	5,000	-	-100.00%
572.49-03	CASH OVER/SHORT	18	-	-	0.00%
572.52-10	OPERATING SUPPLIES	1,763	1,500	1,500	0.00%
572.52-25	UNIFORMS	401	700	700	0.00%
572.59-10	DEPRECIATION EXPENSE	5,609	-	-	0.00%
*	OPERATING EXPENDITURES	<u>20,411</u>	<u>20,146</u>	<u>19,407</u>	-3.67%
TOTAL SPLASH PARK		<u>54,924</u>	<u>68,090</u>	<u>59,534</u>	<u>-12.57%</u>

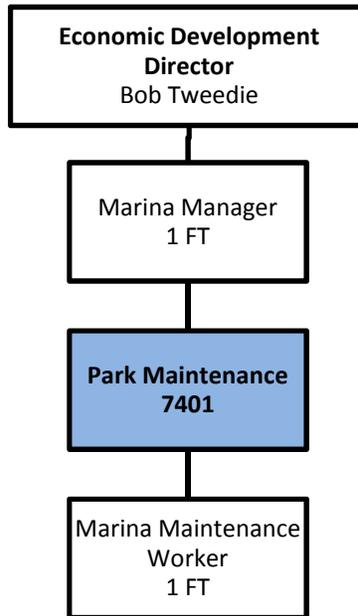
FUND 405
 DEPT 73
 DIVISION 01

SPLASH PARK EXPENDITURE JUSTIFICATION
 DEPARTMENT/DIVISION ESTABLISHED FY 2012

ACCOUNT DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2015-2016
572.12-10 REGULAR SALARIES	SALARIES FOR REGULAR EMPLOYEES	32,643	32,643
572.14-10 OVERTIME	NO AMOUNT BUDGETED	-	-
572.21-10 FICA / MED TAXES	SOCIAL SECURITY AND MEDICARE TAX BENEFIT	2,477	2,477
572.22-20 FL STATE RETIREMENT	FRS RETIREMENT CONTRIBUTIONS FOR REGULAR EMPLOYEES	1,647	1,647
572.23-10 HEALTH INSURANCE	HEALTH INSURANCE PREMIUMS FOR EMPLOYEES	1,151	1,151
572.23-15 DENTAL INSURANCE	DENTAL INSURANCE PREMIUMS FOR EMPLOYEES	68	68
572.23-20 LIFE INSURANCE	LIFE INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	39	39
572.23-21 SHORT-TERM DISABILITY	SHORT-TERM DISABILITY INS PREMIUMS For EMPLOYEES	29	29
572.23-30 DEPENDENT HEALTH INSURANCE	SUBSIDIZED HEALTH INSURANCE PREMIUMS FOR EMPLOYEES' DEPENDENTS	861	861
572.23-35 DEPENDENT DENTAL INSURANCE	SUBSIDIZED DENTAL INSURANCE PREMIUMS FOR EMPLOYEES' DEPENDENTS	70	70
572.23-40 LONG TERM DISABILITY	LONG-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	18	18
572.24-10 WORKERS' COMPENSATION	WORKERS' COMPENSATION INSURANCE	1,124	1,124
572.43-10 ELECTRIC, WATER, GAS	ELECTRIC	15,224	15,224
572.45-10 LIABILITY	LIABILITY INSURANCE	1,983	1,983
572.46-25 MISCELLANEOUS	NO AMOUNT BUDGETED	-	-
572.49-03 CASH OVER/SHORT	NO AMOUNT BUDGETED	-	-
572.52-10 OPERATING SUPPLIES	CLEANERS, FIRST AID KITS, UMBRELLA, BULLHORN, WRIST BANDS	1,500	1,500
572.52-25 UNIFORMS	SHIRTS	700	700
572.59-10 DEPRECIATION EXPENSE	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

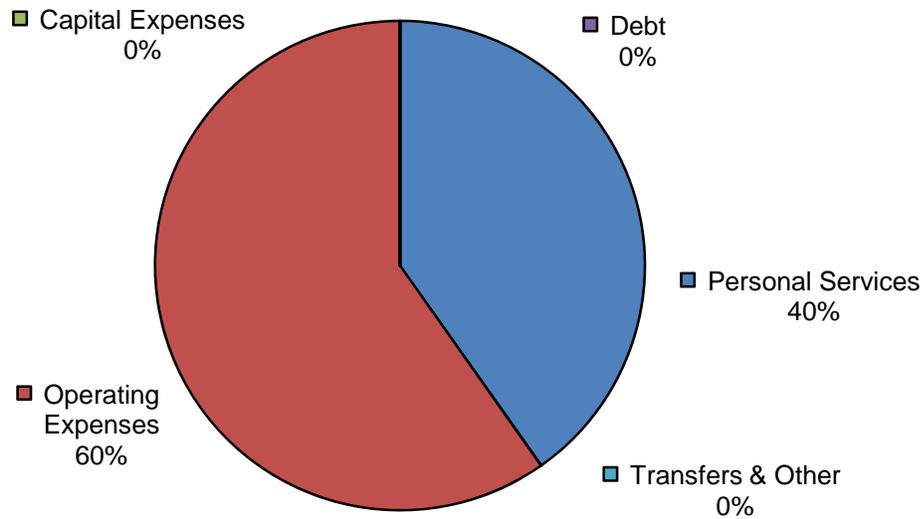
Authorized Positions	Pos. #	2013-2014	2014-2015	2015-2016
Full Time:				
Marina Maintenance Worker ¹	43003	1	1	1
No. of Full Time		1	1	1
Part Time:				
Marina Technician	43004	0	0	0
No. of Part Time:		0	0	0
Total No. of Positions:		1	1	1
Total FTEs:		1	1	1

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

Budget Summary

<i>Division Summary</i>	Audited Actuals 2013-2014	Revised Budget 2014-2015	Adopted Budget 2015-2016	% Change Over FY 14-15
Park Maintenance -7401				
Personal Services	46,247	50,023	53,250	6.45%
Operating Expenses	82,365	79,608	79,138	-0.59%
Capital Expenses	-	-	-	0.00%
Debt	-	-	-	0.00%
Transfers & Other	-	-	-	0.00%
Grand Total Park Maintenance	\$ 128,612	\$ 129,631	\$ 132,388	2.13%
<i>Percentage of Fund Budget</i>	18.17%	17.82%	18.12%	1.70%

2016 APPROPRIATIONS



FUND 405
 DEPT 74
 DIVISION 01

WOOTON PARK GENERAL MAINTENANCE
 DEPARTMENT/DIVISION ESTABLISHED FY 2012

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2013-2014	REVISED BUDGET 2014-2015	ADOPTED BUDGET 2015-2016	% CHANGE OVER FY 14-15
<i>SALARIES AND BENEFITS</i>					
572.12-10	REGULAR SALARIES	33,526	36,077	38,561	6.89%
572.14-10	OVERTIME	683	256	-	-100.00%
572.21-10	FICA / MED TAXES	2,494	2,629	2,832	7.72%
572.22-20	FL STATE RETIREMENT	2,419	2,730	2,981	9.19%
572.23-10	HEALTH INSURANCE	4,903	5,401	5,754	6.54%
572.23-15	DENTAL INSURANCE	278	303	341	12.54%
572.23-20	LIFE INSURANCE	151	111	167	50.45%
572.23-21	SHORT-TERM DISABILITY INS.	107	107	128	19.63%
572.23-30	DEPENDENT HEALTH INSURANCE	404	1,043	861	-17.45%
572.23-40	LONG TERM DISABILITY	70	71	78	9.86%
572.24-10	WORKERS' COMPENSATION	1,212	1,295	1,477	14.05%
572.25-10	UNEMPLOYMENT COMPENSATION	-	-	-	0.00%
*	SALARIES AND BENEFITS	<u>46,247</u>	<u>50,023</u>	<u>53,250</u>	<u>6.45%</u>
<i>OPERATING EXPENDITURES</i>					
572.34-10	CONTRACTUAL SERVICES	47,791	42,616	51,700	21.32%
572.41-30	POSTAGE	-	115	-	-100.00%
572.45-10	LIABILITY	2,556	1,724	1,983	15.02%
572.46-25	MISCELLANEOUS	14,628	13,000	4,500	-65.38%
572.46-71	FACILITIES	-	4,000	-	-100.00%
572.52-10	OPERATING SUPPLIES	16,992	15,153	19,955	31.69%
572.52-15	FUEL COSTS	-	2,000	-	-100.00%
572.52-25	UNIFORMS	398	1,000	1,000	0.00%
*	OPERATING EXPENDITURES	<u>82,365</u>	<u>79,608</u>	<u>79,138</u>	<u>-0.59%</u>
TOTAL SPLASH PARK		<u>128,612</u>	<u>129,631</u>	<u>132,388</u>	<u>2.13%</u>

FUND 405
 DEPT 74
 DIVISION 01

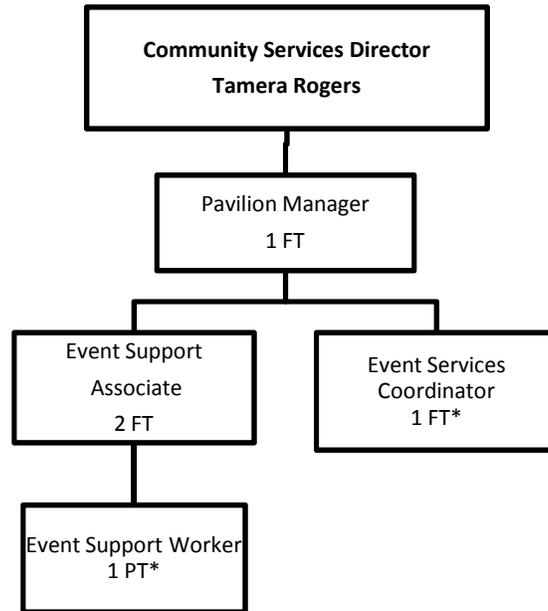
WOOTON PARK GENERAL MAINTENANCE
 DEPARTMENT/DIVISION ESTABLISHED FY 2012

ACCOUNT DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2015-2016
572.12-10 REGULAR SALARIES	SALARIES FOR REGULAR EMPLOYEES	38,561	38,561
572.14-10 OVERTIME	NO AMOUNT BUDGETED	-	-
572.21-10 FICA / MED TAXES	SOCIAL SECURITY AND MEDICARE TAX BENEFIT	2,832	2,832
572.22-20 FL STATE RETIREMENT	FRS RETIREMENT CONTRIBUTIONS FOR REGULAR EMPLOYEES	2,981	2,981
572.23-10 HEALTH INSURANCE	HEALTH INSURANCE PREMIUMS FOR EMPLOYEES	5,754	5,754
572.23-15 DENTAL INSURANCE	DENTAL INSURANCE PREMIUMS FOR EMPLOYEES	341	341
572.23-20 LIFE INSURANCE	LIFE INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	167	167
572.23-21 SHORT-TERM DISABILITY	SHORT-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	128	128
572.23-30 DEPENDENT HEALTH INSURANCE	SUBSIDIZED HEALTH INSURANCE PREMIUMS FOR EMPLOYEES' DEPENDENTS	861	861
572.23-35 DEPENDENT DENTAL INSURANCE	SUBSIDIZED DENTAL INSURANCE PREMIUMS FOR EMPLOYEES' DEPENDENTS	70	70
572.23-40 LONG TERM DISABILITY	LONG-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	78	78
572.24-10 WORKERS' COMPENSATION	WORKERS' COMPENSATION INSURANCE	1,477	1,477
572.34-10 CONTRACTUAL SERVICES	VALLEY CREST LANDSCAPE SERVICES	51,700	51,700
572.41-30 POSTAGE	NO AMOUNT BUDGETED	-	-
572.45-10 LIABILITY	LIABILITY INSURANCE	1,983	1,983
572.46-25 MISCELLANEOUS	REPLACE 3 BATHROOM DOORS	4,500	4,500
572.46-71 FACILITIES	NO AMOUNT BUDGETED	-	-
572.52-10 OPERATING SUPPLIES	JANITORIAL AND EQUIPMENT SUPPLIES, HOSE, TIE DOWN	19,955	19,955
572.52-11 DURABLE GOODS	NO AMOUNT BUDGETED	-	-
572.52-15 FUEL COSTS	NO AMOUNT BUDGETED	-	-
572.52-25 UNIFORMS	SHIRTS, SHOES, PANTS, SHORTS, RAIN GEAR	1,000	1,000

Pavilion Fund

Fund 406

Fund established FY 2013



* New positions requested.

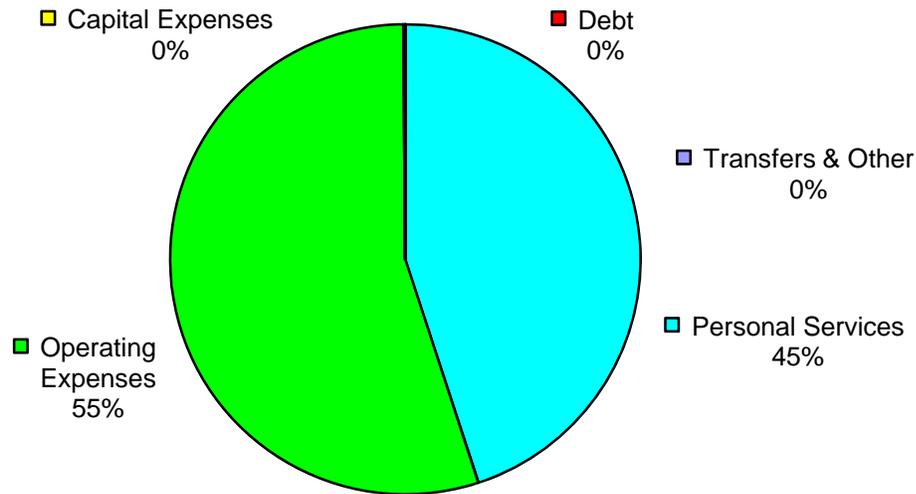
Position Summary

Authorized Positions	Pos. #	2013-2014	2014-2015	2015-2016
Full Time:				
Pavilion Manager	75001	1	1	1
Event Support Associate	75002	0	2	2
Event Services Coordinator	75004	0	0	1
No. of Full Time:		1	3	4
Part Time:				
Event Support Associate	75002	0	0	1
No. of Part Time:		0	0	1
Total No. of Positions:		1	3	5
Total FTEs:		1	3	4.5

Budget Summary

	Audited Actuals 2013-2014	Revised Budget 2014-2015	Adopted Budget 2015-2016	% Change Over FY 14-15
<i>Department Summary</i>				
Pavilion Fund				
Personal Services	41,121	177,689	251,925	41.78%
Operating Expenses	68,442	125,958	172,652	37.07%
Capital Expenses	9,709	6,932	55,604	702.14%
Debt	62,622	185,456	185,375	-0.04%
Transfers & Other	-	-	-	0.00%
	<u>181,894</u>	<u>496,035</u>	<u>665,556</u>	<u>34.18%</u>
Grand Total Pavilion	\$ 181,894	\$ 496,035	\$ 665,556	34.18%
<i>Category Summary</i>				
Personal Services	41,121	177,689	251,925	41.78%
Operating Expenses	68,442	125,958	172,652	37.07%
Capital Expenses	9,709	6,932	55,604	702.14%
Debt	62,622	185,456	185,375	-0.04%
Transfers & Other	-	-	-	0.00%
Grand Total Pavilion	\$ 181,894	\$ 496,035	\$ 665,556	34.18%

2016 APPROPRIATIONS



2016 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 is 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. The Pavilion on the Lake's main focus is to market the facility to businesses, conferences, seminars, small to medium-size community events, weddings and corporate events. The Pavilion on the Lake is responsible for maintaining, coordinating, facilitating, 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 on the Lake 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 2013	Actual 2014	Est. 2015	Projected 2016
1.	Pavilion Events - Weddings, Rental, Meetings, etc.	N/A	3	6	120
2.	Number of Conferences or Trade Shows Attended	N/A	0	1	4
3.	Facility Set-ups Completed by Staff	N/A	12	8	150
4.	Number of Cultural and Specialty Events Hosted	N/A	0	1	3
5.	Simply Married Ceremonies Performed	N/A	N/A	50	150
6.	Number of Potential Client Tours Conducted	N/A	40	240	275
7.	Number of Rental Inquiries	N/A	N/A	300	300

2016 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

2016 OPERATING BUDGET

PAVILION ON THE LAKE - 7501

PROGRAM HIGHLIGHTS

2016 GOALS (Cont'd)

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.

2016 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.

2015 ACCOMPLISHMENTS

Customer Focus, Innovation & Technology, and Organizational Performance

1. Successfully handled all Pavilion inquiries on rental space, price structure and estimated opening date.
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. Facilitated 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 a local Lake County catering company.
7. Developed all operational procedures for the facility.
8. Expanded staffing roles to accommodate client needs.
9. Created a binder of floor plans for all types of events varying in size and style.
10. Personalized event software that collects all relative event and client data and activity.

FUND 406
 DEPT 00
 DIVISION 00

PAVILION FUND REVENUES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2013-2014	REVISED BUDGET 2014-215	ESTIMATED REVENUE 2015-2016	% CHANGE OVER FY 14-15
<i>CHARGES FOR SERVICES</i>					
347.50-02	OTHER RENTALS-PAVILION	43,653	501,228	501,228	0.00%
347.50-06	CATERING CONTRACTS	250	40,098	40,098	0.00%
**	TOTAL CHARGES FOR SERVICES	<u>43,903</u>	<u>541,326</u>	<u>541,326</u>	0.00%
<i>INTEREST & OTHER INCOME</i>					
369.10-01	MISCELLANEOUS INCOME	16,296	18,750	40,750	117.33%
**	TOTAL INTEREST & OTHER INCOME	<u>16,296</u>	<u>18,750</u>	<u>40,750</u>	117.33%
<i>OTHER SOURCES</i>					
381.01-01	CONTRIBUTIONS FROM GEN FUND	109,731	-	90,571	100.00%
389.90-01	RETAINED EARNING	-	(64,041)	(7,091)	N/A
*	APPROPRIATED RESERVES	<u>109,731</u>	<u>(64,041)</u>	<u>83,480</u>	N/A
**	TOTAL OTHER SOURCES	<u>109,731</u>	<u>(64,041)</u>	<u>83,480</u>	N/A
TOTAL PAVILION FUND REVENUES		<u>169,930</u>	<u>496,035</u>	<u>665,556</u>	<u>34.18%</u>

FUND 406
DEPT 00
DIVISION 00

PAVILION FUND REVENUES

<u>ACCOUNT DESCRIPTION</u>	<u>COMMENTS</u>	<u>DETAIL</u>	<u>ADOPTED BUDGET 2015-2016</u>
347.50-02 OTHER RENTALS/PAVILN	ESTIMATED RENTALS	501,228	501,228
347.50-06 CATERING CONTRACTS	ESTIMATED CATERING CONTRACTS	40,098	40,098
369.10-01 MISCELLANEOUS	ESTIMATED MISCELLANEOUS REVENUES ESTIMATED BLACK TIE GALA REVENUE	18,750 22,000	40,750
381.01-01 TRANSFERS FROM GENERAL	TRANSFER FROM GENERAL FUND	-	-
389.01-01 CONTRIBUTIONS FROM GEN FD	TRANSFERS FROM GENERAL FUND	90,571	90,571
389.90-01 RETAINED EARNINGS	ADDITIONAL REVENUE NOT APPROPRIATED	(7,091)	(7,091)

FUND 406
 DEPT 75
 DIVISION 01

PAVILION FUND EXPENDITURES
 DEPARTMENT/DIVISION ESTABLISHED FY 2013

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2013-2014	REVISED BUDGET 2014-2015	ADOPTED BUDGET 2015-2016	% CHANGE OVER FY 14-15
<i>SALARIES AND BENEFITS</i>					
575.12-10	REGULAR SALARIES	31,583	107,794	166,161	54.15%
575.14-10	OVERTIME	7	6,965	9,104	30.71%
575.21-10	FICA / MED TAXES	2,320	8,624	12,719	47.48%
575.22-20	FL STATE RETIREMENT	2,278	8,622	13,548	57.13%
575.23-10	HEALTH INSURANCE	2,955	17,630	23,019	30.57%
575.23-15	DENTAL INSURANCE	198	908	1,263	39.10%
575.23-20	LIFE INSURANCE	176	443	857	93.45%
575.23-21	SHORT-TERM DISABILITY INS.	135	423	642	51.77%
575.23-30	DEPENDENT HEALTH INSURANCE	261	20,855	17,216	-17.45%
575.23-35	DEPENDENT DENTAL INSURANCE	40	1,221	1,185	-2.95%
575.23-40	LONG TERM DISABILITY	81	280	392	40.00%
575.24-10	WORKERS' COMPENSATION	1,087	3,924	5,819	48.29%
* SALARIES AND BENEFITS		41,121	177,689	251,925	41.78%
<i>OPERATING EXPENDITURES</i>					
575.32-10	AUDITING SERVICES	-	2,100	3,205	52.62%
575.34-10	CONTRACTUAL SERVICES	1,410	15,949	24,000	50.48%
575.40-10	TRAVEL & PER DIEM	527	1,850	3,000	62.16%
575.41-10	TELEPHONE	610	4,280	1,289	-69.88%
575.41-25	COMMUNICATIONS-WEBSITE	-	-	1,750	100.00%
575.41-30	POSTAGE	-	3,000	1,000	-66.67%
575.43-10	ELECTRIC, WATER, GAS	11,363	27,341	44,234	61.79%
575.44-10	RENTALS & LEASES	-	5,000	5,000	0.00%
575.45-10	LIABILITY	638	1,743	2,004	14.97%
575.46-10	BUILDING	-	500	1,000	100.00%
575.46-15	EQUIPMENT	-	3,503	1,000	-71.45%
575.46-45	EXTERMINATING	-	1,850	1,850	0.00%
575.47-10	PRINTING & BINDING	3,573	5,000	6,000	20.00%
575.48-60	PROMOTIONAL ACTIVITIES	37,645	5,318	22,000	313.69%
575.49-10	ADVERTISING	4,623	30,000	29,000	-3.33%
575.49-32	CREDIT CARD PROCESSING	-	-	3,500	100.00%
575.51-10	OFFICE SUPPLIES	178	600	700	16.67%
575.52-10	OPERATING SUPPLIES	6,924	13,193	11,800	-10.56%
575.52-11	DURABLE GOODS	-	1,848	1,700	-8.01%
575.52-15	FUEL COSTS	582	1,370	1,370	0.00%
575.52-16	INVENTORY PURCHASES	-	-	5,000	100.00%
575.52-25	UNIFORMS	120	513	850	65.69%
575.54-10	BKS, PUB, SUB, MEM, LIB	20	1,000	1,400	40.00%
575.59-10	DEPRECIATION EXPENSE	229	-	-	0.00%
575.59-20	REIMBURSEMENT TO G/F	-	-	-	0.00%
* OPERATING EXPENSES		68,442	125,958	172,652	37.07%
<i>CAPITAL EXPENDITURES</i>					
575.62-20	BUILDINGS	-	-	35,000	100.00%
575.64-14	NEW COMPUTERS	-	1,807	1,807	0.00%
575.64-15	EQUIP - NEW	4,019	5,125	18,797	266.77%
572.64-23	SOFTWARE	5,690	-	-	0.00%
* CAPITAL EXPENDITURES		9,709	6,932	55,604	4

FUND 406
 DEPT 75
 DIVISION 01

PAVILION FUND EXPENDITURES
 DEPARTMENT/DIVISION ESTABLISHED FY 2013

<u>ACCT #</u>	<u>ACCOUNT DESCRIPTION</u>	<u>AUDITED ACTUALS 2013-2014</u>	<u>REVISED BUDGET 2014-2015</u>	<u>ADOPTED BUDGET 2015-2016</u>	<u>% CHANGE OVER FY 14-15</u>
<i>DEBT SERVICE</i>					
575.69-99	ASSET RECLASSIFICATION	(9,709)	-	-	0.00%
575.71-05	OTHER	-	113,000	116,000	2.65%
575.72-05	OTHER	72,331	72,456	69,375	-4.25%
* DEBT SERVICE		62,622	185,456	185,375	-0.04%
TOTAL		181,894	496,035	665,556	34.18%

FUND 406
 DEPT 75
 DIVISION 01

PAVILION FUND
 DEPARTMENT/DIVISION ESTABLISHED FY 2013

ACCOUNT DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2015-2016
575.12-10 REGULAR SALARIES	SALARIES FOR REGULAR EMPLOYEES	166,161	166,161
575.14-10 OVERTIME	WAGES FOR HOURS WORKED IN EXCESS OF REGULAR TIME	9,104	9,104
575.21-10 FICA / MED TAXES	SOCIAL SECURITY AND MEDICARE TAX BENEFIT	12,719	12,719
575.22-20 FL STATE RETIREMENT	FRS RETIREMENT CONTRIBUTIONS FOR REGULAR EMPLOYEES	13,548	13,548
575.23-10 HEALTH INSURANCE	HEALTH INSURANCE PREMIUMS FOR EMPLOYEES	23,019	23,019
575.23-15 DENTAL INSURANCE	DENTAL INSURANCE PREMIUMS FOR EMPLOYEES	1,263	1,263
575.23-20 LIFE INSURANCE	LIFE INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	857	857
575.23-21 SHORT-TERM DISABILITY	SHORT-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	642	642
575.23-30 DEPENDENT HEALTH INSURANCE	SUBSIDIZED HEALTH INSURANCE PREMIUMS FOR EMPLOYEES' DEPENDENTS	17,216	17,216
575.23-35 DEPENDENT DENTAL INSURANCE	SUBSIDIZED DENTAL INSURANCE PREMIUMS FOR EMPLOYEES' DEPENDENTS	1,185	1,185
575.23-40 LONG TERM DISABILITY	LONG-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	392	392
575.24-10 WORKERS' COMPENSATION	WORKERS' COMPENSATION INSURANCE	5,819	5,819
575.32-10 AUDITING SERVICES	AUDIT SERVICES-FINANCE ENTERED	3,205	3,205
575.34-10 CONTRACTUAL SERVICES	REDWIRE-FIRE/SECURITY ALARM SYSTEM MONITORING FEES ANNUAL FEES FOR MAINTENANCE, CABLE, AV SYSTEMS, SOFTWARE,PIANO TUNING/MAINTENANCE, ETC.	1,286 22,714	24,000
575.40-10 TRAVEL & PER DIEM	TRAINING,EMPLOYEE DEVELOPMENT- INCREASE DUE TO ADDITIONAL BRIDAL SHOWS & EMPLOYEE DEVELOPMENT	3,000	3,000
575.41-10 TELEPHONE	NEXTEL DOMS FAX	479 810	1,289
575.41-25 COMMUNICATIONS-WEBSITE	PAVILION WEBSITE	1,750	1,750
575.41-30 POSTAGE	POSTAGE	1,000	1,000
575.43-10 ELECTRIC, WATER, GAS	ELECTRIC WATER GAS	29,702 9,712 4,820	44,234
575.44-10 RENTALS & LEASES	RENTALS & LEASES	5,000	5,000
575.45-10 LIABILITY	LIABILITY INSURANCE	2,004	2,004
575.46-10 BUILDING	GENERAL BUILDING REPAIR & MAINTENANCE	1,000	1,000
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	PRINTING OF SALES PACKET MATERIALS	6,000	6,000
575.48-60 SPONSORED EVENTS	BLACK TIE GALA EXPENSES OFFSET BY REVENUE RECEIVED FROM TICKETS	22,000	22,000
575.49-10 ADVERTISING	ADVERTISING TO INCREASE EXPOSURE IN DIFFERENT MARKETS	29,000	29,000

FUND 406
DEPT 75
DIVISION 01

PAVILION FUND
DEPARTMENT/DIVISION ESTABLISHED FY 2013

ACCOUNT DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2015-2016
575.49-32 CREDIT CARD PROCESSING	CREDIT CARD PROCESSING FEES	3,500	3,500
575.51-10 OFFICE SUPPLIES	OFFICE SUPPLIES	700	700
575.52-10 OPERATING SUPPLIES	CLEANING SUPPLIES, BATHROOM SUPPLIES, CHEMICALS, HOSTING SUPPLIES FOR SEMINARS / CONFERENCES (BOTTLED WATER, CANDY, PAPER NAPKINS, ETC.), COPY PAPER, INK CARTRIDGES FOR PRINTER	11,800	11,800
575.52-11 DURABLE GOODS	DIGITAL INFORMATION BOARD	500	1,700
	MULTIFUNCTIONAL PRINTER FOR ASSOCIATES	400	
	PIER LIGHTING	500	
	DESKS FOR ASSOCIATES	300	
575.52-15 FUEL COSTS	FUEL COSTS	1,370	1,370
575.52-16 INVENTORY PURCHASES	RESALEABLE INVENTORY- T-SHIRTS, BRANDED PICTURE FRAMES, USBS, SOMETHING "BLUE", TOILETRY KITS, GREETING CARDS, CAKE KNIVES, ETC.	5,000	5,000
575.52-25 UNIFORMS	UNIFORMS AND WEATHER GEAR FOR ASSOCIATES	850	850
575.54-10 BKS, PUB, SUB, MEM, LIB	MEETING PROFESSIONALS INTERNATIONAL FLORIDA SOCIETY OF ASSOCIATION EXECUTIVES AMERICAN SOCIETY OF ASSOCIATION EXECUTIVES ASSOCIATION OF BRIDAL CONSULTANTS PROFESSIONAL MAGAZINES	1,400	1,400
575.59-10 DEPRECIATION EXPENSE	NO AMOUNT BUDGETED	-	-
575.62-20 BUILDINGS	EQUIPMENT ROOM TO BE BUILT ONTO THE SIDE OF THE EQUIPMENT GAZEBO LOCATED ON THE SHORE. CITY STAFF WILL PROVIDE IN-HOUSE LABOR FOR WIRING, SIDEWALKS, AND AIR CONDITIONING. THE ROOM WILL BE 20'X20' IN SIZE & WILL BE CONSTRUCTED FROM THE SAME MATERIALS AS THE EXISTING GAZEBO. TABLES, CHAIRS, EQUIPMENT, ETC. WILL BE STORED IN THIS BUILDING	35,000	35,000
575.64-14 EQUIP - NEW COMPUTERS	ADDITIONAL COMPUTERS FOR ASSOCIATES	1,807	1,807
575.64-15 EQUIP - NEW	3 ADDITIONAL SECURITY CAMERAS	4,500	18,797
	INFORMATIONAL KIOSK	11,998	
	SCISSOR LIFT	2,299	
575.64-23 SOFTWARE	NO AMOUNT BUDGETED	-	-
575.69-99 ASSET RECLASSIFICATION	NO AMOUNT BUDGETED	-	-
575.71-05 OTHER	PAVILION PRINCIPAL 2-1-15	116,000	116,000
575.72-05 OTHER	PAVILION		69,375
	INTEREST 2-1-16	35,468	
	INTEREST 8-1-16	33,907	

WATER/WASTEWATER IMPACTS

FUND 441

Budget Summary

	Audited Actuals 2013-2014	Revised Budget 2014-2015	Adopted Budget 2015-2016	% Change Over FY 14-15
Water-33				
Operating Expenses	161,180	100,000	100,000	0.00%
Capital Expenses	-	131,500	246,500	87.45%
Debt	-	-	-	0.00%
Total Water	161,180	231,500	346,500	49.68%
Wastewater-35				
Operating Expenses	240,624	100,000	100,000	0.00%
Capital Expenses	-	1,031,203	668,500	-35.17%
Debt	-	-	-	0.00%
Total Wastewater	240,624	1,131,203	768,500	-32.06%
Grand Total W/WW Impacts	\$ 401,804	\$ 1,362,703	\$ 1,115,000	-18.18%
<i>Category Summary</i>				
Operating Expenses	401,804	200,000	200,000	0.00%
Capital Expenses	-	1,162,703	915,000	-21.30%
Debt	-	-	-	0.00%
Grand Total W/WW Impacts	\$ 401,804	\$ 1,362,703	\$ 1,115,000	-18.18%

FUND 441
 DEPT 00
 DIVISION 00

WATER/WASTEWATER IMPACT FEE REVENUES

<u>ACCT #</u>	<u>ACCOUNT DESCRIPTION</u>	<u>AUDITED ACTUALS 2013-2014</u>	<u>REVISED BUDGET 2014-2015</u>	<u>ESTIMATED REVENUE 2015-2016</u>	<u>% CHANGE OVER FY 14-15</u>
<i>INTEREST & OTHER INCOME</i>					
361.10-02	SBA INTEREST	3,036	2,979	2,979	0.00%
*	INTEREST INCOME	3,036	2,979	2,979	0.00%
<i>IMPACT FEE INCOME</i>					
363.29-01	WATER IMPACT FEES	378,180	500,000	500,000	0.00%
363.29-02	SEWER IMPACT FEES	603,822	600,000	600,000	0.00%
363.29-92	CRA CREDITS-WATER	(187,533)	-	-	0.00%
363.29-93	CRA CREDITS-SEWER	(320,834)	-	-	0.00%
367.02-00	UNREALIZED GAIN ON INVEST.	2,379	-	-	0.00%
*	IMPACT FEE INCOME	476,014	1,100,000	1,100,000	0.00%
**	TOTAL INTEREST & OTHER INCOME	479,050	1,102,979	1,102,979	0.00%
<i>OTHER SOURCES</i>					
389.90-01	RETAINED EARNINGS	-	513,618	12,021	-97.66%
*	APPROPRIATED RESERVES	-	513,618	12,021	-97.66%
**	TOTAL OTHER SOURCES	-	513,618	12,021	-97.66%
TOTAL WATER/WASTEWATER IMPACTS		479,050	1,616,597	1,115,000	-31.03%

FUND 441
DEPT 00
DIVISION 00

WATER/WASTEWATER IMPACT FEE REVENUES

ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2015-2016
361.10-02	SBA INTEREST	INTEREST INCOME	2,979	2,979
363.29-01	WATER IMPACT FEES	ESTIMATED 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	APPROPRIATED RESERVES	12,021	12,021

FUND 441
 DEPT See Below
 DIVISION See Below

WATER/WASTEWATER IMPACT FEE EXPENSES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2013-2014	REVISED BUDGET 2014-2015	ADOPTED BUDGET 2015-2016	% CHANGE OVER FY 14-15
3301-WATER TREATMENT					
<i>OPERATING EXPENDITURES</i>					
533.59-10	DEPRECIATION EXPENSE	61,180	-	-	0.00%
533.59-70	TRANSFER TO SRF LOAN DEBT	100,000	100,000	100,000	0.00%
*	OPERATING EXPENDITURES	161,180	100,000	100,000	0.00%
<i>CAPITAL EXPENDITURES</i>					
533.64-25	FUTURE PROJECTS	41,964	131,500	246,500	87.45%
533.69-98	ASSET RECLASS-CIP	(41,964)	-	-	0.00%
*	CAPITAL EXPENDITURES	-	131,500	246,500	87.45%
TOTAL	3301-WATER TREATMENT	161,180	231,500	346,500	49.68%
3302-WATER DISTRIBUTION					
<i>OPERATING EXPENDITURES</i>					
533.59-10	DEPRECIATION EXPENSE	1,621	-	-	0.00%
*	OPERATING EXPENDITURES	1,621	-	-	0.00%
<i>CAPITAL EXPENDITURES</i>					
533.64-25	FUTURE PROJECTS	41,964	253,894	-	-100.00%
533.69-98	ASSET RECLASS-CIP	(41,964)	-	-	-
*	CAPITAL EXPENDITURES	-	253,894	-	-100.00%
TOTAL	3302-WATER DISTRIBUTION	1,621	253,894	-	-100.00%
3501-WASTEWATER TREATMENT					
<i>OPERATING EXPENDITURES</i>					
535.59-10	DEPRECIATION EXPENSE	140,624	-	-	0.00%
535.59-70	TRANSFER TO SRF LOAN DEBT	100,000	100,000	100,000	0.00%
*	OPERATING EXPENDITURES	240,624	100,000	100,000	0.00%
<i>CAPITAL EXPENDITURES</i>					
535.64-25	FUTURE PROJECTS	210,943	1,013,697	668,500	-34.05%
535.69-98	ASSET RECLASS-CIP	(121,219)	-	-	0.00%
535.69-99	ASSET RECLASSIFICATION	(89,724)	-	-	0.00%
*	CAPITAL EXPENDITURES	-	1,013,697	668,500	-34.05%
TOTAL	3501-WASTEWATER TREATMENT	240,624	1,113,697	768,500	-31.00%
3504-WASTEWATER COLLECTION					
<i>CAPITAL EXPENDITURES</i>					
535.64-25	FUTURE PROJECTS	39,168	17,506	-	-100.00%
535.69-98	ASSET RECLASS-CIP	(39,168)	-	-	0.00%
*	CAPITAL EXPENDITURES	-	17,506	-	-100.00%
TOTAL	3504-WASTEWATER COLLECTION	-	17,506	-	-100.00%
TOTAL WATER/WASTEWATER IMPACTS		403,425	1,616,597	1,115,000	-31.03%

FUND 441
 DEPT See Below
 DIVISION See Below

WATER/WASTEWATER IMPACT FEE EXPENSE JUSTIFICATION

ACCOUNT DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2015-2016
TREATMENT			
533.59-10 DEPRECIATION EXPENSE	NO AMOUNT BUDGETED	-	-
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 (ROLLOVER)	130,000	246,500
	DESIGN OF 12" WATER MAIN FROM DAVID WALKER RD TO MERRY RD TO PROVIDE FIRE SUPPLY TO SHANTINIKITAN FINAL PHASE - CONSTRUCTION COSTS (ROLLOVER)	16,500	
	ISBA MASTER PLAN - 441 COORIDOR TO LEESBURG	100,000	
DISTRIBUTION			
533.59-10 DEPRECIATION EXPENSE	NO AMOUNT BUDGETED	-	-
533.64-25 FUTURE PROJECTS	NO AMOUNT BUDGETED	-	-
533.69-98 ASSET RECLASS-CIP	NO AMOUNT BUDGETED	-	-
WASTEWATER TREATMENT			
535.59-10 DEPRECIATION EXPENSE	NO AMOUNT BUDGETED	-	-
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	668,500
	DESIGN OF DAVID WALKER 16" FORCE MAIN EXTENSION: DAVID WALKER DR, EAST ON OFL 441 TO BAY RD, CITY LIMITS	115,000	
	WOODLEA WWTF UPGRADES	350,000	
	DESIGN OF EQUALIZATION TANK	103,500	
535.69-98 ASSET RECLASS-CIP	NO AMOUNT BUDGETED	-	-
535.69-99 ASSET RECLASSIFICATION	NO AMOUNT BUDGETED	-	-
WASTEWATER COLLECTION			
535.64-25 FUTURE PROJECTS	NO AMOUNT BUDGETED	-	-
535.69-98 ASSET RECLASS-CIP	NO AMOUNT BUDGETED	-	-

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WATER/WASTEWATER RENEWAL/ REPLACEMENT/ INVESTMENT FUND

FUND 443

Budget Summary

	Audited Actuals 2013-2014	Revised Budget 2014-2015	Adopted Budget 2015-2016	% Change Over FY 14-15
Water-33				
Capital Expenses	-	30,000	50,000	66.67%
Total Water	-	30,000	50,000	66.67%
Wastewater-35				
Operating Expenses	-	57,200	57,200	
Capital Expenses	15,265	317,200	247,200	-22.07%
Total Wastewater	15,265	317,200	247,200	-22.07%
Grand Total W/WW RR&I	\$ 15,265	\$ 347,200	\$ 297,200	-14.40%
<i>Category Summary</i>				
Operating Expenses	-	57,200	57,200	0.00%
Capital Expenses	15,265	347,200	297,200	-14.40%
Grand Total W/WW Impacts	\$ 15,265	\$ 347,200	\$ 297,200	-14.40%

FUND 443
 DEPT 00
 DIVISION 00

WATER/WASTEWATER RRI FUND REVENUES

<u>ACCT #</u>	<u>ACCOUNT DESCRIPTION</u>	<u>AUDITED ACTUALS 2013-2014</u>	<u>REVISED BUDGET 2014-215</u>	<u>ESTIMATED REVENUE 2015-2016</u>	<u>% CHANGE OVER FY 14-15</u>
<i>OTHER SOURCES</i>					
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	-	433,200	(2,800)	-100.65%
*	APPROPRIATED RESERVES	-	433,200	(2,800)	-100.65%
**	TOTAL OTHER SOURCES	300,000	733,200	297,200	-59.47%
TOTAL WATER/WW RRI FUND		300,000	733,200	297,200	-59.47%

FUND 443
DEPT 00
DIVISION 00

WATER/WASTEWATER RRI FUND REVENUE JUSTIFICATION

<u>ACCOUNT DESCRIPTION</u>	<u>COMMENTS</u>	<u>DETAIL</u>	<u>ADOPTED BUDGET 2015-2016</u>
381.04-01 TRANSFERS FROM WATER/SEWR	TRANSFER FROM WATER TRANSFER FROM WASTEWATER	150,000 150,000	300,000
389.90-00 APPROPRIATED RESERVES	APPROPRIATED RESERVES	(2,800)	(2,800)

FUND 443
 DEPT See Below
 DIVISION See Below

WATER/WASTEWATER RRI FUND EXPENSES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2013-2014	REVISED BUDGET 2014-2015	ADOPTED BUDGET 2015-2016	% CHANGE OVER FY 14-15
3301-WATER TREATMENT					
<i>CAPITAL EXPENDITURES</i>					
533.64-10	EQUIP - REPLACEMENT	-	30,000	30,000	0.00%
*	CAPITAL EXPENDITURES	-	30,000	30,000	0.00%
TOTAL	3301-WATER TREATMENT	-	30,000	30,000	0.00%
3302-WATER DISTRIBUTION					
<i>CAPITAL EXPENDITURES</i>					
533.64-25	FUTURE PROJECTS	6,569	249,000	20,000	-91.97%
533.69-98	ASSET RECLASS-CIP	(6,569)	-	-	0.00%
*	CAPITAL EXPENDITURES	-	249,000	20,000	-91.97%
TOTAL	3302-WATER DISTRIBUTION	-	249,000	20,000	-91.97%
3501-WASTEWATER TREATMENT					
<i>OPERATING EXPENDITURES</i>					
535.59-10	DEPRECIATION EXPENSE	15,265	-	-	0.00%
*	OPERATING EXPENDITURES	15,265	-	-	0.00%
<i>CAPITAL EXPENDITURES</i>					
535.64-10	EQUIP - REPLACEMENT	-	57,200	57,200	0.00%
535.64-15	EQUIP - NW	-	75,000	-	-100.00%
535.64-25	FUTURE PROJECTS	85,130	185,000	90,000	-51.35%
535.69-98	ASSET RECLASS-CIP	(1,790)	-	-	0.00%
535.69-99	ASSET RECLASSIFICATION	(83,340)	-	-	0.00%
*	CAPITAL EXPENDITURES	-	317,200	147,200	-53.59%
TOTAL	3501-WASTEWATER TREATMENT	15,265	317,200	147,200	-53.59%
3504-WASTEWATER COLLECTION					
<i>CAPITAL EXPENDITURES</i>					
535.64-10	EQUIP - REPLACEMENT	-	20,000	20,000	0.00%
535.64-15	EQUIP - NW	-	40,000	20,000	-50.00%
535.64-25	FUTURE PROJECTS	-	57,000	60,000	5.26%
535.69-98	ASSET RECLASSIFICATION	-	20,000	-	-100.00%
*	CAPITAL EXPENDITURES	-	137,000	100,000	-27.01%
TOTAL	3504-WASTEWATER COLLECTION	-	137,000	100,000	-27.01%
TOTAL W/WW RRI FUND EXPENSES		15,265	733,200	297,200	-59.47%

FUND 443
 DEPT See Below
 DIVISION See Below

WATER/WASTEWATER RRI EXPENSE JUSTIFICATION

ACCOUNT DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2015-2016
TREATMENT			
533.64-10 EQUIP - REPLACEMENT	PLANTS EMERGENCY REPLACEMENT PUMPS - CONTINGENCY		30,000
	REPLACEMENT OF PLANT PUMPS FOR PLANTS #1-4	15,000	
	PLANTS EMERGENCY REPLACEMENT MOTORS - CONTINGENCY		
	REPLACEMENT OF PLANT MOTORS FOR PLANTS #1-4	15,000	
DISTRIBUTION			
533.64-25 FUTURE PROJECTS	ENG DESIGN - 8" WATER MAIN LINE: DORA AVE & NORTH AVE TO NORTH AVE & SHERMAN AVE & PINE AVE - THIS WILL ELIMINATE EXISTING 6" & 2" BETWEEN DORA AVE AND PINE AVE	20,000	20,000
533.69-98 ASSET RECLASS-CIP	NO AMOUNT BUDGETED	-	-
WASTEWATER TREATMENT			
535.59-10 DEPRECIATION EXPENSE	NO AMOUNT BUDGETED	-	-
535.64-10 EQUIP - REPLACEMENT	REPLACEMENT OF MOTORS, PUMPS ETC AT WWTP & CAROLINE PLANT	36,000	57,200
	BREAKERS & DRIVES	20,000	
	REPLACE WORN DIGESTER AIR DIFFUSERS	1,200	
535.64-15 EQUIP - NEW	NO AMOUNT BUDGETED	-	-
535.64-25 FUTURE PROJECTS	DIGESTER BLOWER REPLACEMENT - YR 5 OF 5 YR PROGRAM MIXERS FOR CAROLINE PLANT	50,000 40,000	90,000
535.69-98 ASSET RECLASS-CIP	NO AMOUNT BUDGETED	-	-
535.69-99 ASSET RECLASSIFICATION	NO AMOUNT BUDGETED	-	-
WASTEWATER COLLECTION			
535.64-10 EQUIP - REPLACEMENT	REPLACEMENT PUMPS FOR LIFTSTATIONS	20,000	20,000
535.64-15 EQUIP - NEW	PUMPS FOR LIFTSTATIONS UPGRADES	20,000	20,000
535.64-25 FUTURE PROJECTS	REHAB LS 5: PIPING, VALVES, FITTINGS, BASE, ELBOWS, AND RAILS	60,000	60,000
535.69-98 ASSET RECLASS-CIP	NO AMOUNT BUDGETED	-	-

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SRF LOAN CONSTRUCTION

FUND 444

Budget Summary

	Audited Actuals 2013-2014	Revised Budget 2014-2015	Adopted Budget 2015-2016	% Change Over FY 14-15
Wastewater-35				
Operating Expenses	80,379	-	-	0.00%
Capital Expenses	(12,675)	2,151,817	-	-100.00%
Debt	-	-	-	0.00%
Grand Total SRF Loan	\$ 67,704	\$ 2,151,817	\$ -	-100.00%

FUND 444
 DEPT 00
 DIVISION 00

SRF LOAN CONSTRUCTION REVENUES

<u>ACCT #</u>	<u>ACCOUNT DESCRIPTION</u>	<u>AUDITED ACTUALS 2013-2014</u>	<u>REVISED BUDGET 2014-215</u>	<u>ESTIMATED REVENUE 2015-2016</u>	<u>% CHANGE OVER FY 14-15</u>
<i>GRANTS - FEDERAL AND STATE</i>					
334.35-00	WATER & SEWER UTILITY	235,680	-	-	0.00%
**	TOTAL GRANTS	235,680	-	-	0.00%
 <i>INTEREST & OTHER INCOME</i>					
384.10-06	SRF - CRA WATER	-	1,030,422	-	-100.00%
**	TOTAL INTEREST & OTHER INCOME	-	1,030,422	-	-100.00%
 <i>OTHER SOURCES</i>					
389.90-01	RETAINED EARNINGS	-	2,334,531	-	-100.00%
**	TOTAL OTHER SOURCES	-	2,334,531	-	-100.00%
TOTAL SRF LOAN CONSTRUCTION		235,680	3,364,953	-	-100.00%

FUND 444
DEPT 00
DIVISION 00

SRF LOAN CONSTRUCTION REVENUE JUSTIFICATION

<u>ACCOUNT DESCRIPTION</u>	<u>COMMENTS</u>	<u>DETAIL</u>	<u>ADOPTED BUDGET 2015-2016</u>
334.35-00 WATER & SEWER UTILITY	NO AMOUNT BUDGETED	-	-
384.10-06 SRF - CRA WATER	NO AMOUNT BUDGETED	-	-
389.90-01 RETAINED EARNINGS	NO AMOUNT BUDGETED	-	-

FUND 444
 DEPT SEE BELOW
 DIVISION SEE BELOW

SRF LOAN CONSTRUCTION EXPENSES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2013-2014	REVISED BUDGET 2014-2015	ADOPTED BUDGET 2015-2016	% CHANGE OVER FY 14-15
3301-WATER TREATMENT					
OPERATING EXPENDITURES					
533.59-10	DEPRECIATION EXPENSE	80,337	-	-	0.00%
*	OPERATING EXPENDITURES	80,337	-	-	0.00%
TOTAL	3301-WASTEWATER TREATMENT	80,337	-	-	0.00%
3302-WATER DISTRIBUTION					
OPERATING EXPENDITURES					
533.59-10	DEPRECIATION EXPENSE	42	-	-	0.00%
*	OPERATING EXPENDITURES	42	-	-	0.00%
CAPITAL EXPENDITURES					
533.65-81	CRA REHAB-SRF	4,502,452	2,151,817	-	-100.00%
533.69-98	ASSET RECLASS-CIP	(4,477,102)	-	-	0.00%
533.69-99	ASSET RECLASSIFICATION	(12,675)	-	-	0.00%
*	CAPITAL EXPENDITURES	12,675	2,151,817	-	-100.00%
TOTAL	3302-WATER DISTRIBUTION	12,717	2,151,817	-	-100.00%
3501-WASTEWATER TREATMENT					
535.59-10	DEPRECIATION EXPENSE	501,610	-	-	0.00%
*	OPERATING EXPENDITURES	501,610	-	-	0.00%
CAPITAL EXPENDITURES					
535.65-70	WATER PLANT IMPROVEMENTS	67,549	112,154	-	-100.00%
*	CAPITAL EXPENDITURES	67,549	112,154	-	-100.00%
TOTAL	3501-WASTEWATER TREATMENT	569,159	112,154	-	-100.00%
3502-REUSE					
CAPITAL EXPENDITURES					
535.65-72	SRF RECLAIM PHASE II	913,432	142,914	-	-100.00%
535.69-98	ASSET RECLASS-CIP	(913,432)	-	-	0.00%
*	CAPITAL EXPENDITURES	-	142,914	-	-100.00%
TOTAL	3502-REUSE	-	142,914	-	-100.00%
3504-COLLECTION					
CAPITAL EXPENDITURES					
535.65-81	CRA REHAB-SRF	4,153,959	932,015	-	-100.00%
535.69-98	ASSET RECLASS-CIP	(4,234,183)	-	-	0.00%
*	CAPITAL EXPENDITURES	(80,224)	932,015	-	-100.00%
TOTAL	3504-COLLECTION	(80,224)	932,015	-	-100.00%
3801-STORMWATER					
CAPITAL EXPENDITURES					
538.64-25	FUTURE PROJECTS	216,834	26,053	-	-100.00%
535.69-98	ASSET RECLASS-CIP	(216,834)	-	-	0.00%
*	CAPITAL EXPENDITURES	-	26,053	-	-100.00%
TOTAL	3801-STORMWATER	-	26,053	-	-100.00%
TOTAL SRF LOAN		581,989	3,364,953	-	-100.00%

FUND 444
 DEPT SEE BELOW
 DIVISION SEE BELOW

SRF LOAN CONSTRUCTION EXPENSE JUSTIFICATION

ACCOUNT DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2015-2016
TREATMENT			
533.59-10 DEPRECIATION EXPENSE	NO AMOUNT BUDGETED	-	-
DISTRIBUTION			
533.59-10 DEPRECIATION EXPENSE	NO AMOUNT BUDGETED	-	-
533.65-81 CRA REHAB-SRF	NO AMOUNT BUDGETED	-	-
533.69-98 ASSET RECLASS-CIP	NO AMOUNT BUDGETED	-	-
533.69-99 ASSET RECLASSIFICATION	NO AMOUNT BUDGETED	-	-
WASTEWATER TREATMENT			
535.59-10 DEPRECIATION EXPENSE	NO AMOUNT BUDGETED	-	-
535.65-70 SRF LOAN WWTP EXPANSION	NO AMOUNT BUDGETED	-	-
RE-USE			
535.65-72 SRF RECLAIM PHASE II	NO AMOUNT BUDGETED	-	-
535.69-98 ASSET RECLASS-CIP	NO AMOUNT BUDGETED	-	-
WASTEWATER COLLECTION			
535.65-81 CRA REHAB-SRF	NO AMOUNT BUDGETED	-	-
535.69-98 ASSET RECLASS-CIP	NO AMOUNT BUDGETED	-	-
STORMWATER			
538.64-25 FUTURE PROJECTS	NO AMOUNT BUDGETED	-	-
538.69-98 ASSET RECLASS-CIP	NO AMOUNT BUDGETED	-	-

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SRF LOAN DEBT FUND

FUND 445

Budget Summary

	Audited Actuals 2013-2014	Revised Budget 2014-2015	Adopted Budget 2015-2016	% Change Over FY 14-15
Public Works Admin-36				
Operating Expenses	-	-	-	0.00%
Capital Expenses	-	-	-	0.00%
Debt	420,706	1,416,063	1,802,063	27.26%
Grand Total SRF Debt	\$ 420,706	\$ 1,416,063	\$ 1,802,063	27.26%

FUND 445
 DEPT 00
 DIVISION 00

SRF LOAN DEBT SERVICE REVENUES

<u>ACCT #</u>	<u>ACCOUNT DESCRIPTION</u>	<u>AUDITED ACTUALS 2013-2014</u>	<u>REVISED BUDGET 2014-215</u>	<u>ESTIMATED REVENUE 2015-2016</u>	<u>% CHANGE OVER FY 14-15</u>
<i>INTEREST & OTHER INCOME</i>					
361.10-01	INTEREST INCOME	1	10	-	-100.00%
**	TOTAL INTEREST & OTHER INCOME	<u>1</u>	<u>10</u>	<u>-</u>	<u>-100.00%</u>
<i>OTHER SOURCES</i>					
381.04-01	TRANSFERS FROM WATER/SEWER	547,392	1,505,649	1,602,063	6.40%
381.04-03	TRANSFERS FROM STORM WATER	-	10,392	-	-100.00%
381.04-04	TRANSFERS FROM IMPACT FEE	200,000	200,000	200,000	0.00%
*	TRANSFERS IN	747,392	1,716,041	1,802,063	5.01%
389.90-01	RETAINED EARNINGS	-	(299,988)	-	N/A
*	APPROPRIATED RESERVES	-	(299,988)	-	N/A
**	TOTAL OTHER SOURCES	<u>747,392</u>	<u>1,416,053</u>	<u>1,802,063</u>	<u>27.26%</u>
TOTAL SRF LOAN DEBT SERVICE		<u>747,393</u>	<u>1,416,063</u>	<u>1,802,063</u>	<u>27.26%</u>

FUND 445
 DEPT 00
 DIVISION 00

SRF LOAN DEBT SERVICE REVENUE JUSTIFICATION

ACCOUNT DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2015-2016
361.10-01 INTEREST INCOME	NO AMOUNT BUDGETED	-	-
381.04-01 TRANSFERS FROM WATER/SEWR	TRANSFER TO SRF DEBT FUND-WW AMT. 78905P \$678,856-\$200,000 FROM W/WW IMPACTS D/S PAYMENTS DUE 10-15-15 & 4-15-16	478,856	1,602,063
	TRANSFER TO SRF DBT SVC FUND PRE-CONST RECLAIM 50% WATER-50% SEWER WW789060 PAYMENTS DUE 10-15-15 & 4-15-16	57,458	
	TRANSFER FROM SRF DEBT SERVICE FUND ARRA WATER PLANT FROM WATER ONLY DW350301 PAYMENT DUE 11-15-15 & 5-15-16	24,169	
	TNSFR TO SRF DBT SVC FUND ECLAIM PHASE1-1350910 50%FROM WATER - 50% FROM SEWER PAYMENTS DUE 10-15-15 & 4-15-16	164,944	
	TRANSFER TO SRF DBT SVC FUND RECLAIM PHSE 2 & 3 50% FROM WATER-50% FROM SEWER 35092- D/S PAYMENTS DUE 10-15-15 & 4-15-16	203,202	
	TRANSFER TO SRF DBT SVC FUND POTABLE WATER DIST SYSTEM UPGRADE DW350930 D/S PAYMENTS DUE 10-15-15 & 4-15-16	377,032	
	TRANSFER TO SRF DBT SVC FUNDS SEWER REHAB DP350900 D/S DUE 10-15-15 & 4-15-16	296,402	
381.04-03 TRANSFERS FROM STORMWATER	NO AMOUNT BUDGETED	-	-
381.04-04 TRANSFERS FROM IMPACT FEE	TRANSFER FROM WATER IMPACTS TRANSFERS FROM SEWER IMPACTS	100,000 100,000	200,000
389.90-01 RETAINED EARNINGS	NO AMOUNT BUDGETED	-	-

FUND 445
 DEPT 36
 DIVISION 01

SRF LOAN DEBT SERVICE EXPENSES

<u>ACCT #</u>	<u>ACCOUNT DESCRIPTION</u>	<u>AUDITED ACTUALS 2013-2014</u>	<u>REVISED BUDGET 2014-2015</u>	<u>ADOPTED BUDGET 2015-2016</u>	<u>% CHANGE OVER FY 14-15</u>
<i>DEBT SERVICE</i>					
536.71-75	D/S PRINCIPAL SRF LOAN	-	1,104,692	1,498,796	35.68%
536.72-75	D/S INTEREST SRF LOAN	405,705	311,371	303,267	-2.60%
536.73-10	DEBT SERVICE COSTS	15,001	-	-	0.00%
*	DEBT SERVICE	<u>420,706</u>	<u>1,416,063</u>	<u>1,802,063</u>	<u>27.26%</u>
TOTAL PUBLIC WORKS ADMIN		<u>420,706</u>	<u>1,416,063</u>	<u>1,802,063</u>	<u>27.26%</u>

FUND 445
 DEPT 36
 DIVISION 01

SRF LOAN DEBT SERVICE EXPENSE JUSTIFICATION

ACCOUNT DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2015-2016
536.71-75 D/S PRIN SRF LOAN	PRINCIPAL PAYMENTS-SRF LOAN WW-78905P WW PLANT)		1,498,796
	PRINCIPAL 12-15-15	218,218	
	PRINCIPAL 6-15-16	220,635	
	PRINCIPAL PAYMENTS-SRF REUSE PER CONSTUCTION LOAN NUMBER WW-789060 (AMORTIZATION NOT RECD)		
	PRINCIPAL:10-15-15	28,729	
	PRINCIPAL: 4-15-16	28,729	
	PRINCIPAL PAYMENTS-SRF/ARRA LOAN-WTP UPGRADES LOAN NUMBER DW350301		
	PRINCIPAL:11-15-15	7,939	
	PRINCIPAL: 5-15-16	8,051	
	PRINCIPAL PAYMENTS-SRF REUSE PHASE 1 WW 350910		
	PRINCIPAL: 10-15-15	54,606	
	PRINCIPAL: 4-15-16	55,253	
	PRINCIPAL PAYMENTS-SRF REUSE PHASE 2 & 3 WW350920		
	PRINCIPAL:10-15-15 (NO AMORT SCH RECD)	101,601	
	PRINCIPAL: 4-15-16	101,601	
	PRINCIPAL PAYMENTS-CLEAN WATER (CRA) DW350930		
	PRINCIPAL 10-15-15	188,516	
	PRINCIPAL: 4-15-16 (NO AMORT SCH RECD)	188,516	
	PRINCIPAL PAYMENTS-SRF LOAN DP350900 SEWER REHAB (CRA) (NO AMORT SCH RECD)		
	PRINCIPAL: 10-15-15	148,201	
	PRINCIPAL 4-15-16	148,201	
536.72-75 D/S INT SRF LOAN	INTEREST PAYMENTS-SRF LOAN WWW78905P WW PLANT		303,267
	INTEREST: 12-15-15	121,211	
	INTEREST: 06-15-16	118,793	
	INTEREST PAYMENTS-SRF/ARRA WTP UPGRADES WW350301		
	INTEREST: 11-15-15	4,145	
	INTEREST: 05-15-16	4,033	
	INTEREST PAYMENTS-SRF REUSE PHASE 1 WW350910		
	INTEREST: 10-15-15	27,866	
	INTEREST: 04-15-16	27,219	
536.73-10 DEBT SERVICE COSTS	NO AMOUNT BUDGETED	-	-

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SUNSET VIEW PROJECT FUND

FUND 447

Budget Summary

	Audited Actuals 2013-2014	Revised Budget 2014-2015	Adopted Budget 2015-2016	% Change Over FY 14-15
Water Treatment				
Operating Expenses	-	-	-	0.00%
Capital Expenses	-	319,948	-	0.00%
Debt	-	38,000	109,852	189.08%
Total Water Treatment	-	357,948	109,852	-69.31%
Wastewater Treatment				
Operating Expenses	20,605	-	-	0.00%
Capital Expenses	-	763,352	-	0.00%
Debt	-	-	-	0.00%
Total Wastewater Treatment	20,605	763,352	-	0.00%
Grand Total Sunset View	\$ 20,605	\$ 1,121,300	\$ 109,852	-90.20%

FUND 447
 DEPT 00
 DIVISION 00

SUNSET VIEW PROJECT FUND REVENUES

<u>ACCT #</u>	<u>ACCOUNT DESCRIPTION</u>	<u>AUDITED ACTUALS 2013-2014</u>	<u>REVISED BUDGET 2014-215</u>	<u>ESTIMATED REVENUE 2015-2016</u>	<u>% CHANGE OVER FY 14-15</u>
<i>SUNSET VIEW PROJECT ASSESSMENTS</i>					
325.10-01	SUNSET VIEW PROJECT	-	-	109,852	100.00%
**	TOTAL ASSESSMENTS	-	-	109,852	100.00%
<i>OTHER SOURCES</i>					
381.04-01	TRANSFERS FROM WATER/SEWER	-	21,300	-	-100.00%
*	TRANSFERS IN	-	21,300	-	-100.00%
384.10-00	BANK LOANS	-	1,100,000	-	-100.00%
*	BANK LOANS	-	1,100,000	-	-100.00%
**	TOTAL OTHER SOURCES	-	1,121,300	-	-100.00%
TOTAL SUNSET VIEW REVENUE		-	1,121,300	109,852	-90.20%

FUND 447
DEPT 00
DIVISION 00

SUNSET VIEW PROJECT FUND REVENUES

<u>ACCOUNT DESCRIPTION</u>	<u>COMMENTS</u>	<u>DETAIL</u>	<u>ADOPTED BUDGET 2015-2016</u>
325.10-01 SUNSET VIEW PROJECT	ESTIMATED SPECIAL ASSESSMENTS	109,852	109,852
381.04-01 TRANSFERS FROM WATER/SEWR	NO AMOUNT BUDGETED	-	-
384.10-00 BANK LOANS	NO AMOUNT BUDGETED	-	-

FUND 447
 DEPT 33
 DIVISION 01

SUNSET VIEW PROJECT FUND EXPENSES

<u>ACCT #</u>	<u>ACCOUNT DESCRIPTION</u>	<u>AUDITED ACTUALS 2013-2014</u>	<u>REVISED BUDGET 2014-2015</u>	<u>ADOPTED BUDGET 2015-2016</u>	<u>% CHANGE OVER FY 14-15</u>
<i>CAPITAL EXPENDITURES</i>					
533.65-31	SUNSET VIEW CAPITAL LINE	-	319,948	-	-100.00%
*	CAPITAL EXPENDITURES	-	319,948	-	-100.00%
<i>DEBT SERVICE</i>					
533.71-41	SUNSET VIEW SPEC ASSESS	-	-	82,000	100.00%
533.72-41	SUNSET VIEW SPEC ASSESS	-	-	27,852	
533.73-41	SUNSET VIEW SPEC ASSESS	-	38,000	-	-100.00%
*	DEBT SERVICE	-	38,000	109,852	189.08%
TOTAL SUNSET VIEW EXPENDITURES		-	357,948	109,852	-69.31%

FUND 447
 DEPT 33
 DIVISION 01

SUNSET VIEW PROJECT FUND EXPENSES

ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2015-2016
533.65-31	SUNSET VIEW CAPITAL LINE	NO AMOUNT BUDGETED	-	-
533.71-41	SUNSET VIEW SPEC ASSESSME	SUNSET VIEW / THREE LAKES DEBT PRINCIPAL 10-1-15	82,000	82,000
533.72-41	SUNSET VIEW SPEC ASSESS	SUNSET VIEW / THREE LAKES INTEREST INTEREST 10-1-15 INTEREST 4-1-16	14,465 13,387	27,852
533.73-41	SUNSET VIEW SPEC ASSESS	NO AMOUNT BUDGETED	-	-

FUND 447
 DEPT 35
 DIVISION 01

SUNSET VIEW PROJECT FUND EXPENSES

<u>ACCT #</u>	<u>ACCOUNT DESCRIPTION</u>	<u>AUDITED ACTUALS 2013-2014</u>	<u>REVISED BUDGET 2014-2015</u>	<u>ADOPTED BUDGET 2015-2016</u>	<u>% CHANGE OVER FY 14-15</u>
<i>OPERATING EXPENDITURES</i>					
535.31-15	ENGINEERING	20,605	-	-	0.00%
*	OPERATING EXPENDITURES	20,605	-	-	0.00%
<i>CAPITAL EXPENDITURES</i>					
533.65-31	SUNSET VIEW CAPITAL LINE	-	763,352	-	-100.00%
533.69-98	ASSET RECLASS-CIP	-	-	-	0.00%
*	CAPITAL EXPENDITURES	-	763,352	-	-100.00%
TOTAL SUNSET VIEW EXPENDITURES		20,605	763,352	-	-100.00%

FUND 447
DEPT 35
DIVISION 01

SUNSET VIEW PROJECT FUND EXPENSES

<u>ACCOUNT DESCRIPTION</u>	<u>COMMENTS</u>	<u>DETAIL</u>	<u>ADOPTED BUDGET 2015-2016</u>
535.31-15 ENGINEERING	NO AMOUNT BUDGETED	-	-
535.65-31 SUNSET VIEW CAPITAL LINE	NO AMOUNT BUDGETED	-	-

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TRUST & AGENCY FUNDS

FUNDS 601, 602, 605, 606

Budget Summary

	Audited Actuals 2013-2014	Revised Budget 2014-2015	Adopted Budget 2015-2016	% Change Over FY 14-15
Fire Services-22				
Personal Services	-	-	-	0.00%
Operating Expenses	37,889	38,025	37,900	-0.33%
Transfers & Others	190,013	164,427	167,355	1.78%
Total Fund 601	<u>227,902</u>	<u>202,452</u>	<u>205,255</u>	1.38%
Police Services-21				
Personal Services	-	-	-	0.00%
Operating Expenses	39,665	41,603	39,665	-4.66%
Transfers & Others	504,856	338,022	345,598	2.24%
Total Fund 602	<u>544,521</u>	<u>379,625</u>	<u>385,263</u>	1.49%
Library-71				
Personal Services	-	-	-	0.00%
Operating Expenses	-	25	16	-36.00%
Transfers & Others	-	-	-	0.00%
Total Fund 605	<u>-</u>	<u>25</u>	<u>16</u>	-36.00%
Parks & Recreation-72				
Personal Services	-	-	-	0.00%
Operating Expenses	-	100	100	0.00%
Transfers & Others	-	-	-	0.00%
Total Fund 606	<u>-</u>	<u>100</u>	<u>100</u>	0.00%
Grand Total Trust and Agency Funds	<u><u>772,423</u></u>	<u><u>582,202</u></u>	<u><u>590,634</u></u>	<u><u>1.45%</u></u>

FUND 601
 DEPT 00
 DIVISION 00

MUNICIPAL FIREFIGHTERS PENSION FUND REVENUES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2013-2014	REVISED BUDGET 2014-215	ESTIMATED REVENUE 2015-2016	% CHANGE OVER FY 14-15
<i>INTEREST & OTHER INCOME</i>					
361.10-08	INVESTMENT	95,355	45,692	95,000	107.91%
*	INVESTMENT INCOME	95,355	45,692	95,000	107.91%
367.01-00	SALE OF INVESTMENTS	15,529	33,000	33,000	0.00%
367.02-00	UNREALIZED GAIN ON INVEST	377,981	232,000	378,000	62.93%
*	GAIN ON SALE OF INVESTMENTS	393,510	265,000	411,000	55.09%
**	TOTAL INTEREST & OTHER INCOME	488,865	310,692	506,000	62.86%
<i>OTHER SOURCES</i>					
368.10-00	EMPLOYEE CONTRIBUTIONS	47,036	47,081	47,000	-0.17%
368.30-00	EMPLOYER CONTRIBUTIONS	301,669	302,129	302,000	-0.04%
368.40-00	STATE INSUR PREM CONTRIB	84,109	81,000	83,000	2.47%
*	CONTRIBUTIONS	432,814	430,210	432,000	0.42%
389.90-00	APPROPRIATED RESERVES	-	(538,450)	(732,745)	N/A
*	APPROPRIATED RESERVES	-	(538,450)	(732,745)	N/A
**	TOTAL OTHER SOURCES	432,814	(108,240)	(300,745)	N/A
TOTAL MUN. FIREFIGHTERS PENSION		921,679	202,452	205,255	1.38%

FUND 601
 DEPT 22
 DIVISION 01

MUNICIPAL FIREFIGHTERS PENSION FUND REVENUE JUSTIFICATION

ACCOUNT DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2015-2016
361.10-08 INVESTMENT	ESTIMATED INTEREST INCOME	95,000	95,000
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	378,000	378,000
368.10-00 EMPLOYEE CONTRIBUTIONS	EMPLOYEE CONTRIBUTIONS	47,000	47,000
368.30-00 EMPLOYER CONTRIBUTIONS	EMPLOYER CONTRIBUTIONS	302,000	302,000
368.40-00 STATE INSUR PREM CONTRIB	STATE CONTRIBUTIONS	83,000	83,000
389.90-00 APPROPRIATED RESERVES	APPROPRIATED RESERVES	(732,745)	(732,745)

FUND 601
 DEPT 22
 DIVISION 01

MUNICIPAL FIREFIGHTERS PENSION FUND EXPENSES

<u>ACCT #</u>	<u>ACCOUNT DESCRIPTION</u>	<u>AUDITED ACTUALS 2013-2014</u>	<u>REVISED BUDGET 2014-2015</u>	<u>ADOPTED BUDGET 2015-2016</u>	<u>% CHANGE OVER FY 14-15</u>
<i>OPERATING EXPENDITURES</i>					
522.34-10	CONTRACTUAL SERVICES	37,889	38,025	37,900	-0.33%
*	OPERATING EXPENDITURES	37,889	38,025	37,900	-0.33%
<i>TRANSFERS AND OTHERS</i>					
522.91-25	RETIREMENT PAYMENTS	162,354	159,427	162,355	1.84%
522.91-35	TERMINATION PAYMENTS	27,659	5,000	5,000	0.00%
*	TRANSFERS AND OTHERS	190,013	164,427	167,355	1.78%
TOTAL	MUN. FIREFIGHTERS PENSION	227,902	202,452	205,255	1.38%

FUND 601
DEPT 22
DIVISION 01

MUNICIPAL FIREFIGHTERS PENSION FUND EXPENSE JUSTIFICATION

<u>ACCOUNT DESCRIPTION</u>	<u>COMMENTS</u>	<u>DETAIL</u>	<u>ADOPTED BUDGET 2015-2016</u>
522.34-10 CONTRACTUAL SERVICES	CONTRACTUAL SERVICES TO ADMINISTER PLAN	37,900	37,900
522.91-25 RETIREMENT PAYMENTS	PENSION PAYMENTS TO RETIRED FIREFIGHTERS	162,355	162,355
522.91-35 TERMINATION PAYMENTS	ESTIMATED TERMINATION PAYMENTS (REFUNDS)	5,000	5,000

FUND 602
 DEPT 00
 DIVISION 00

MUNICIPAL POLICE PENSION FUND REVENUES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2013-2014	REVISED BUDGET 2014-215	ESTIMATED REVENUE 2015-2016	% CHANGE OVER FY 14-15
<i>INTEREST & OTHER INCOME</i>					
361.10-01	INTEREST INCOME	-	25	25	0.00%
*	INTEREST INCOME	-	25	25	0.00%
361.10-08	INVESTMENT	182,468	149,418	182,500	22.14%
*	INVESTMENT INCOME	182,468	149,418	182,500	22.14%
367.01-00	SALE OF INVESTMENTS	46,022	-	-	0.00%
367.02-00	UNREALIZED GAIN ON INVEST	699,611	800,900	699,000	-12.72%
*	GAIN ON SALE OF INVESTMENTS	745,633	800,900	699,000	-12.72%
**	TOTAL INTEREST & OTHER INCOME	928,101	950,343	881,525	-7.24%
<i>OTHER SOURCES</i>					
368.10-00	EMPLOYEE CONTRIBUTIONS	226,609	176,029	226,608	28.73%
368.30-00	EMPLOYER CONTRIBUTIONS	319,388	294,174	319,388	8.57%
368.40-00	STATE INSUR PREM CONTRIB	79,280	72,549	80,279	10.65%
*	CONTRIBUTIONS	625,277	542,752	626,275	15.39%
389.90-00	APPROPRIATED RESERVES	-	(1,113,470)	(1,122,537)	N/A
*	APPROPRIATED RESERVES	-	(1,113,470)	(1,122,537)	N/A
**	TOTAL OTHER SOURCES	625,277	(570,718)	(496,262)	N/A
TOTAL MUNICIPAL POLICE PENSION		1,553,378	379,625	385,263	1.49%

FUND 602
 DEPT 00
 DIVISION 00

MUNICIPAL POLICE PENSION FUND REVENUE JUSTIFICATION

ACCOUNT DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2015-2016
361.10-01 INTEREST INCOME	INTEREST INCOME	25	25
361.10-08 INVESTMENT	ESTIMATED INVESTMENT INCOME	182,500	182,500
367.01-00 SALE OF INVESTMENTS	NO AMOUNT BUDGETED	-	-
367.02-00 UNREALIZED GAIN ON INVEST	ESTIMATED UNREALIZED GAIN ON INVESTMENT	699,000	699,000
368.10-00 EMPLOYEE CONTRIBUTIONS	EMPLOYEE CONTRIBUTIONS	226,608	226,608
368.30-00 EMPLOYER CONTRIBUTIONS	EMPLOYER CONTRIBUTIONS	319,388	319,388
368.40-00 STATE INSUR PREM CONTRIB	ESTIMATED STATE CONTRIBUTIONS	80,279	80,279
389.90-00 APPROPRIATED RESERVES	APPROPRIATED RESERVES	(1,122,537)	(1,122,537)

FUND 602
 DEPT 21
 DIVISION 01

MUNICIPAL POLICE PENSION FUND EXPENSES

<u>ACCT #</u>	<u>ACCOUNT DESCRIPTION</u>	<u>AUDITED ACTUALS 2013-2014</u>	<u>REVISED BUDGET 2014-2015</u>	<u>ADOPTED BUDGET 2015-2016</u>	<u>% CHANGE OVER FY 14-15</u>
<i>OPERATING EXPENDITURES</i>					
521.31-11	PROFESSIONAL SERVICES	-	-	6,200	100.00%
521.34-10	CONTRACTUAL SERVICES	39,665	41,603	31,500	-24.28%
521.40-10	TRAVEL AND TRAINING	-	-	1,965	100.00%
*	OPERATING EXPENDITURES	<u>39,665</u>	<u>41,603</u>	<u>39,665</u>	-4.66%
<i>TRANSFERS AND OTHERS</i>					
521.91-25	RETIREMENT PAYMENTS	465,519	303,022	310,598	2.50%
521.91-35	TERMINATION PAYMENTS	<u>39,337</u>	<u>35,000</u>	<u>35,000</u>	0.00%
*	TRANSFERS AND OTHERS	<u>504,856</u>	<u>338,022</u>	<u>345,598</u>	2.24%
TOTAL	MUNICIPAL POLICE PENSION	<u>544,521</u>	<u>379,625</u>	<u>385,263</u>	<u>1.49%</u>

FUND 602
 DEPT 21
 DIVISION 01

MUNICIPAL POLICE PENSION FUND EXPENSE JUSTIFICATION

ACCOUNT DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2015-2016
521.31-11 PROFESSIONAL SERVICES	LEGAL SERVICES FOR PLAN ADMINISTRATION	6,200	6,200
521.34-10 CONTRACTUAL SERVICES	CONTRACTUAL SERVICES TO ADMINISTER THE PLAN		31,500
	PLAN ACTUARY	7,600	
	INVESTMENT CONSULTANT FOR PLAN ADMINISTRATION	17,500	
	ADMINISTRATION / OTHER	6,400	
521.40-10 TRAVEL AND TRAINING	ANNUAL TRAINING FOR BOARD MEMBERS	1,965	1,965
521.91-25 RETIREMENT PAYMENTS	RETIREMENT PAYMENTS	310,598	310,598
521.91-35 TERMINATION PAYMENTS	PAYMENTS TO VESTED TERMINATED POLICE OFFICERS	35,000	35,000

FUND 605
 DEPT 00
 DIVISION 00

MILDRED HUNTER TRUST FUND REVENUES

<u>ACCT #</u>	<u>ACCOUNT DESCRIPTION</u>	<u>AUDITED ACTUALS 2013-2014</u>	<u>REVISED BUDGET 2014-215</u>	<u>ESTIMATED REVENUE 2015-2016</u>	<u>% CHANGE OVER FY 14-15</u>
<i>INTEREST & OTHER INCOME</i>					
361.10-02	SBA INTEREST	16	20	16	-20.00%
367.02-00	UNREALIZED GAIN ON INVEST	27	150	150	0.00%
*	INTEREST INCOME	43	170	166	-2.35%
**	TOTAL INTEREST & OTHER INCOME	43	170	166	-2.35%
<i>OTHER SOURCES</i>					
389.90-00	APPROPRIATED RESERVES	-	(145)	(150)	N/A
*	APPROPRIATED RESERVES	-	(145)	(150)	N/A
**	TOTAL OTHER SOURCES	-	(145)	(150)	N/A
TOTAL MILDRED HUNTER TRUST		43	25	16	-36.00%

FUND 605
DEPT 00
DIVISION 00

MILDRED HUNTER TRUST FUND REVENUE JUSTIFICATION

<u>ACCOUNT DESCRIPTION</u>	<u>COMMENTS</u>	<u>DETAIL</u>	<u>ADOPTED BUDGET 2015-2016</u>
361.10-02 SBA INTEREST	ESTIMATED INTEREST INCOME	16	16
367.02-00 UNREALIZED GAIN ON INVEST	ESTIMATED UNREALIZED GAIN ON INVESTMENTS	150	150
389.90-00 APPROPRIATED RESERVES	APPROPRIATED RESERVES	(150)	(150)

FUND 605
 DEPT 71
 DIVISION 01

MILDRED HUNTER TRUST FUND EXPENSES

<u>ACCT #</u>	<u>ACCOUNT DESCRIPTION</u>	<u>AUDITED ACTUALS 2013-2014</u>	<u>REVISED BUDGET 2014-2015</u>	<u>ADOPTED BUDGET 2015-2016</u>	<u>% CHANGE OVER FY 14-15</u>
<i>OPERATING EXPENDITURES</i>					
571.54-30	MILDRED HUNTER TRUST EXP	-	25	16	-36.00%
*	OPERATING EXPENDITURES	-	25	16	-36.00%
TOTAL MILDRED HUNTER TRUST		-	25	16	-36.00%

FUND 605
DEPT 71
DIVISION 01

MILDRED HUNTER TRUST FUND EXPENSE JUSTIFICATION

<u>ACCOUNT DESCRIPTION</u>	<u>COMMENTS</u>	<u>DETAIL</u>	<u>ADOPTED BUDGET 2015-2016</u>
571.54-30 MILDRED HUNTER TST EXP	BOOK EXPENSE MILDRED HUNTER TRUST	16	16

FUND 606
 DEPT 00
 DIVISION 00

WOODLEA PARK PLAYGROUND FUND REVENUES

<u>ACCT #</u>	<u>ACCOUNT DESCRIPTION</u>	<u>AUDITED ACTUALS 2013-2014</u>	<u>REVISED BUDGET 2014-215</u>	<u>ESTIMATED REVENUE 2015-2016</u>	<u>% CHANGE OVER FY 14-15</u>
<i>INTEREST & OTHER INCOME</i>					
361.10-01	INTEREST INCOME	-	10	38	280.00%
361.10-02	SBA INTEREST	23	25	15	-40.00%
361.10-08	INVESTMENT	-	15	15	0.00%
367.02-00	UNREALIZED GAIN ON INVEST	39	50	65	30.00%
*	INTEREST INCOME	62	100	133	33.00%
**	TOTAL INTEREST & OTHER INCOME	62	100	133	33.00%
<i>OTHER SOURCES</i>					
389.90-00	APPROPRIATED RESERVES	-	-	(33)	N/A
*	APPROPRIATED RESERVES	-	-	(33)	N/A
**	TOTAL OTHER SOURCES	-	-	(33)	N/A
TOTAL WOODLEA PARK PLAYGROUND		62	100	100	0.00%

FUND 606
DEPT 00
DIVISION 00

WOODLEA PARK PLAYGROUND FUND REVENUE JUSTIFICATION

<u>ACCOUNT DESCRIPTION</u>	<u>COMMENTS</u>	<u>DETAIL</u>	<u>ADOPTED BUDGET 2015-2016</u>
361.10-01 INTEREST INCOME	ESTIMATED INTEREST INCOME	38	38
361.10-02 SBA INTEREST	ESTIMATED INTEREST INCOME	15	15
361.10-08 INVESTMENT	ESTIMATED INVESTMENT INCOME	15	15
367.02-00 UNREALIZED GAIN ON INVEST	UNREALIZED GAIN ON INVESTMENT	65	65
389.90-00 APPROPRIATED RESERVES	APPROPRIATED RESERVES	(33)	(33)

FUND 606
 DEPT 72
 DIVISION 01

WOODLEA PARK PLAYGROUND FUND EXPENSES

<u>ACCT #</u>	<u>ACCOUNT DESCRIPTION</u>	<u>AUDITED ACTUALS 2013-2014</u>	<u>REVISED BUDGET 2014-2015</u>	<u>ADOPTED BUDGET 2015-2016</u>	<u>% CHANGE OVER FY 14-15</u>
<i>OPERATING EXPENDITURES</i>					
572.46-70	PLAYGROUND	-	100	100	0.00%
*	OPERATING EXPENDITURES	-	100	100	0.00%
TOTAL	WOODLEA PARK PLAYGROUND	-	100	100	0.00%

FUND 606
DEPT 72
DIVISION 01

WOODLEA PARK PLAYGROUND FUND EXPENSE JUSTIFICATION

<u>ACCOUNT DESCRIPTION</u>	<u>COMMENTS</u>	<u>DETAIL</u>	<u>ADOPTED BUDGET 2015-2016</u>
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	-
TOTAL BUILDING ADDITIONS/REPLACEMENTS/CONSTRUCTION	XXX-XXXX-XXX.62-20	327,200
TOTAL STREET SIGN REPLACEMENT	XXX-XXXX-XXX.63-10	5,000
TOTAL SIDEWALK REPAIR/CONSTRUCTION	XXX-XXXX-XXX.63-20	25,000
TOTAL PAVING	XXX-XXXX-XXX.63-30	100,000
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	212,741
TOTAL EQUIPMENT REPLACEMENT - VEHICLES	XXX-XXXX-XXX.64-11	857,202
TOTAL EQUIPMENT REPLACEMENT - COMPUTERS	XXX-XXXX-XXX.64-13	1,000
TOTAL NEW EQUIPMENT - COMPUTERS	XXX-XXXX-XXX.64-14	2,807
TOTAL NEW EQUIPMENT	XXX-XXXX-XXX.64-15	192,714
TOTAL NEW EQUIPMENT - VEHICLES	XXX-XXXX-XXX.64-17	65,000
TOTAL DURABLE GOODS	XXX-XXXX-XXX.64-20	-
TOTAL SOFTWARE	XXX-XXXX-XXX.64-23	10,000
TOTAL FUTURE PROJECTS	XXX-XXXX-XXX.64-25	2,015,000
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	40,000
TOTAL CAPITAL EXPENDITURES - ALL FUNDS		<u>3,855,864</u>
Total Funding from Operations - Pay as you go		2,195,864
Total Funding from Grants		290,000
Total Funding from Debt Service		450,000
Total Funding from Capital Lease		920,000
TOTAL FUNDING		<u>3,855,864</u>

CAPITAL LISTING SCHEDULE - ALL FUNDS

DESCRIPTION	QTY	PROJ	GL ACCOUNT	FUNDING	FY 2016
ALL CAPITAL ACCOUNTS					
BUILDINGS					
12 x 24' Portable Building - Lube Room & Tire Storage			001-1901-549.62-20	Pay as you go	6,200
Replacement Roof - Station #28 (Metal)			001-2201-522.64-20	Pay as you go	36,000
City Hall A/C Chiller System Replacement			001-4101-541.62-20	Capital Lease	250,000
20' x 20' Equipment & Storage Room			406-7501-575.62-20	Pay as you go	35,000
TOTAL BUILDING ADDITIONS/REPLACEMENTS/CONSTRUCTION			XXX-XXXX-XXX.62-20		327,200
STREET SIGN REPLACEMENT					
Street Sign Replacements per Interlocal Agreement with Lake County			001-4102-541.63-10	Pay as you go	5,000
TOTAL STREET SIGN REPLACEMENT			XXX-XXXX-XXX.63-10		5,000
SIDEWALK REPAIR/CONSTRUCTION					
Sidewalk Grinding Program			001-4102-541.63-20	Pay as you go	25,000
TOTAL SIDEWALK REPAIR/CONSTRUCTION			XXX-XXXX-XXX.63-20		25,000
PAVING					
Road Pavement			001-4102-541.63-30	Pay as you go	100,000
TOTAL PAVING			XXX-XXXX-XXX.63-30		100,000
EQUIPMENT REPLACEMENT					
Radio			001-2201-522.64-10	Pay as you go	4,250
24' Utility Trailer			001-7201-572.64-10	Pay as you go	5,000
Fire Hydrants (2 @\$1,889)			401-3302-533.64-10	Pay as you go	3,778
VFD Pumps at Plant 1 (2 @\$10,000 each)			401-3302-533.64-10	Pay as you go	20,000
Replace Crane on Truck #927			401-3302-533.64-10	Pay as you go	15,000
Visoturb TSS Probe			401-3502-535.64-10	Pay as you go	3,000
Incubator/Oven/Refrigerator - Contingency			401-3502-535.64-10	Pay as you go	5,500
In-Line YSI, Cerlic, and Chlorine Pump Replacement - Contingency			401-3502-535.64-10	Pay as you go	1,000
Analytical Balance			401-3503-535.64-10	Pay as you go	6,000
CBOD Incubator			401-3503-535.64-10	Pay as you go	5,500
F. Coliform Recirculation Water Bath			401-3503-535.64-10	Pay as you go	3,000
Well Point Equipment - Wastewater Collection Share			401-3504-535.64-10	Pay as you go	4,500
Ground Penetrating Radar			401-3504-535.64-10	Pay as you go	15,013
Repairs to City Car Wash including Coating for Pit			402-3401-534.64-10	Pay as you go	8,500
Repair Ramp at Entrance to Car Wash			402-3401-534.64-10	Pay as you go	5,500
Plants Emergency Replacement Pumps - Contingency			443-3301-533.64-10	Pay as you go	15,000
Plants Emergency Replacement Motors - Contingency			443-3301-533.64-10	Pay as you go	15,000
WWT & Caroline Plant Emergency Replacement Motors, Pumps, Etc.			443-3501-535.64-10	Pay as you go	36,000
Breakers and Drives			443-3501-535.64-10	Pay as you go	20,000
Replacement of Worm Digester Air Diffusers			443-3501-535.64-10	Pay as you go	1,200
Replacement Pumps for Lift Stations			443-3504-535.64-10	Pay as you go	20,000
TOTAL EQUIPMENT REPLACEMENT			XXX-XXXX-XXX.64-10		212,741
EQUIPMENT REPLACEMENT - VEHICLES					
Replace Pierce Engine - Station #28			001-2201-522.64-11	Capital Lease	500,000
Replace Battalion Chief Vehicle			001-2201-522.64-11	Capital Lease	50,000
Replace 2008 Ford 250 4X4			401-3302-533.64-11	Pay as you go	37,000
2015 Ford Escape to Replace 2001 Ford Ranger			401-3501-535.64-11	Pay as you go	25,000
2015 F450 with Utility Bed & Crane (Replace 2004 Ford F250)			401-3504-535.64-11	Pay as you go	60,000
F150 to Replace 2001 F250 (#614)			402-3501-534.64-11	Pay as you go	30,202
Rehab Truck #622			402-3401-534.64-11	Pay as you go	25,000
Complete Rehab of Truck #624			402-3401-534.64-11	Pay as you go	10,000
Small Street Sweeper			403-3801-538.64-11	Capital Lease	120,000
TOTAL EQUIPMENT REPLACEMENT - VEHICLES			XXX-XXXX-XXX.64-11		857,202
EQUIPMENT REPLACEMENT - COMPUTERS					
Laptop for Admin Assistant			401-3302-533.64-13	Pay as you go	1,000
TOTAL EQUIPMENT REPLACEMENT - COMPUTERS			XXX-XXXX-XXX.64-13		1,000
NEW EQUIPMENT - COMPUTERS					
Replace Desktop Computer			405-4304-543.64-14	Pay as you go	1,000
Additional Computers for Associates			406-7501-575.64-14	Pay as you go	1,807
TOTAL NEW EQUIPMENT - COMPUTERS			XXX-XXXX-XXX.64-14		2,807

CAPITAL LISTING SCHEDULE - ALL FUNDS

DESCRIPTION	QTY	PROJ	GL ACCOUNT	FUNDING	FY 2016
NEW EQUIPMENT					
Two (2) Fiber Optic Switches at \$2,200 each			001-1302-513.64-15	Pay as you go	4,400
Hard Drive Storage - 34 Terabytes			001-1302-513.64-15	Pay as you go	4,000
Automatic Gates - Plant #1 and Plant #4			401-3301-533.64-15	Pay as you go	12,000
Fire Hydrants (3) - CIP Implemented			401-3302-533.64-15	Pay as you go	7,500
Insertion Valve Program			401-3302-533.64-15	Pay as you go	13,000
Well Points & Misc Equipment			401-3302-533.64-15	Pay as you go	5,000
Mobile Data Collector to Read Water Meters			401-3302-533.64-15	Pay as you go	10,000
Shelving and Wire Partitions for Inventory			401-3302-533.64-15	Pay as you go	11,000
Concrete Saw			401-3302-533.64-15	Pay as you go	1,300
Canopy for Training Room Slab			401-3502-535.64-15	Pay as you go	3,000
Radio Detection CL+ Receiver			401-3504-535.64-15	Pay as you go	5,390
By-pass Pump for Emergencies			401-3504-535.64-15	Pay as you go	52,327
Wacker Jumping Jack Tamp			401-3504-535.64-15	Pay as you go	5,000
3 Additional Security Cameras			406-7501-575.64-15	Pay as you go	4,500
Information Kiosk			406-7501-575.64-15	Pay as you go	11,998
Scissor Lift			406-7501-575.64-15	Pay as you go	2,299
Pumps for Lift Station Upgrades			443-3504-535.64-15	Pay as you go	40,000
TOTAL NEW EQUIPMENT			XXX-XXXX-XXX.64-15		192,714
NEW EQUIPMENT - VEHICLES					
Forklift for Inventory Control			401-3302-533.64-17	Pay as you go	40,000
2015 Ford Escape			401-3503-535.64-17	Pay as you go	25,000
TOTAL NEW EQUIPMENT - VEHICLES			XXX-XXXX-XXX.64-17		65,000
SOFTWARE					
CMMS Maintenance Software			401-3501-535.64-23	Pay as you go	5,000
CMMS Maintenance Software			401-3504-535.64-23	Pay as you go	5,000
TOTAL SOFTWARE			XXX-XXXX-XXX.64-23		10,000
FUTURE PROJECTS					
Wooton Park Memorial (Alley History Descriptions)			001-1501-515.64-25	Pay as you go	10,000
Caroline Streetscape			001-1501-515.64-25	Debt Service	450,000
Wooton Park Project (Gen Oblig) Area			114-7201-572.64-25	Pay as you go	10,000
LWCF Grant for Concession Stand and Restroom Complex at Woodlea Sports Complex			151-7203-572.64-25	Grants	200,000
CDBG Grant for Tavares Nature Park Restrooms			151-7203-572.64-25	Grants	90,000
ARV Replacement on Sewer Force Mains			401-3504-535.64-25	Pay as you go	15,000
Replace Existing Fence for Aesthetics			401-3504-535.64-25	Pay as you go	25,000
Delaware Street Drainage Improvements			403-3801-538.64-25	Pay as you go	150,000
David Walker 16" Water Main Extension - Design			441-3301-533.64-25	Pay as you go	130,000
12" Water Main-David Walker to Merry (Rollover)			441-3301-533.64-25	Pay as you go	16,500
ISBA Master Plan -4 41 Corridor to Leesburg			441-3301-533.64-25	Pay as you go	100,000
ISBA Study - Extension of Water & Sewer Lines			441-3501-535.64-25	Pay as you go	100,000
16" Force Main Extension			441-3501-535.64-25	Pay as you go	115,000
Woodlea WWTF Upgrades			441-3501-535.64-25	Pay as you go	350,000
Design of Equalization Tank			441-3501-535.64-25	Pay as you go	103,500
8" Water Main Line - Engineering Design			443-3302-533.64-25	Pay as you go	20,000
Digester Blower Replacements			443-3501-535.64-25	Pay as you go	50,000
Mixers for Caroline Plant			443-3501-535.64-25	Pay as you go	40,000
Lift Station 5 Rehab - Piping, Valves, Fittings, Base, Elbows, Rails			443-3501-535.64-25	Pay as you go	40,000
TOTAL FUTURE PROJECTS			XXX-XXXX-XXX.64-25		2,015,000
STANDING ORDER - NATIONAL LIBRARY					
Standing Orders			001-7101-571.66-10	Pay as you go	2,200
TOTAL STANDING ORDER - NATIONAL LIBRARY			XXX-XXXX-XXX.66-10		2,200
MAJOR COLLECTION BOOKS					
Purchase of Books, and CDs			001-7101-571.66-20	Pay as you go	40,000
TOTAL MAJOR COLLECTION BOOKS			XXX-XXXX-XXX.66-20		40,000
TOTAL CAPITAL EXPENDITURES - ALL FUNDS					
					3,855,864
Total Funding from Operations - Pay as you go					
				Pay as you Go	2,195,864
Total Funding from Grants					
				Grants	290,000
Total Funding from Debt Service					
				Debt Service	450,000
Total Funding from Capital Lease					
				Capital Lease	920,000

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

CAPITAL LISTING SCHEDULE - ALL FUNDS

DESCRIPTION	QTY	PROJ	GL ACCOUNT	FUNDING	FY 2015
INFORMATION TECHNOLOGY					
Two (2) Fiber Optic Switches at \$2,200 each			001-1302-513.64-15	Pay as you go	4,400
Hard Drive Storage - 34 Terabytes			001-1302-513.64-15	Pay as you go	4,000
TOTAL INFORMATION TECHNOLOGY					<u>8,400</u>
COMMUNITY DEVELOPMENT					
Wooton Park Memorial (Alley History Descriptions)			001-1501-515.64-25	Pay as you go	10,000
Caroline Streetscape			001-1501-515.64-25	Debt Service	450,000
TOTAL COMMUNITY DEVELOPMENT					<u>460,000</u>
FLEET MAINTENANCE					
12 x 24 Portable Building - Lube Room & Tire Storage			001-1901-549.62-20	Pay as you go	6,200
TOTAL FLEET MAINTENANCE					<u>6,200</u>
FIRE DEPARTMENT					
Replacement Roof - Station #28 (Metal)			001-2201-522.64-20	Pay as you go	36,000
Radio			001-2201-522.64-10	Pay as you go	4,250
Replace Pierce Engine - Station #28			001-2201-522.64-11	Capital Lease	500,000
Replace Battalion Chief Vehicle			001-2201-522.64-11	Capital Lease	50,000
TOTAL FIRE DEPARTMENT					<u>590,250</u>
GENERAL SERVICES					
City Hall A/C Chiller System Replacement			001-4101-541.62-20	Capital Lease	250,000
TOTAL GENERAL SERVICES					<u>250,000</u>
STREETS AND ROADS					
Street Sign Replacements per Interlocal Agreement with Lake County			001-4102-541.63-10	Pay as you go	5,000
Sidewalk Grinding Program			001-4102-541.63-20	Pay as you go	25,000
Road Pavement			001-4102-541.63-30	Pay as you go	100,000
TOTAL STREETS AND ROADS					<u>130,000</u>
LIBRARY					
Standing Orders			001-7101-571.66-10	Pay as you go	2,200
Purchase of Books, and CDs			001-7101-571.66-20	Pay as you go	40,000
TOTAL LIBRARY					<u>42,200</u>
PARKS MAINTENANCE					
24' Utility Trailer			001-7201-572.64-10	Pay as you go	5,000
Wooton Park Project (Gen Oblig) Area			114-7201-572.64-25	Pay as you go	10,000
TOTAL PARKS MAINTENANCE					<u>15,000</u>
PARKS OPERATIONS					
LWCF Grant for Concession Stand and Restroom Complex at Woodlea Sports Complex			151-7203-572.64-25	Grants	200,000
CDBG Grant for Tavares Nature Park Restrooms			151-7203-572.64-25	Grants	90,000
TOTAL PARKS OPERATIONS					<u>290,000</u>
WATER TREATMENT					
Automatic Gates - Plant #1 and Plant #4			401-3301-533.64-15	Pay as you go	12,000
David Walker 16" Water Main Extension - Design			441-3302-533.64-25	Pay as you go	130,000
12" Water Main-David Walker to Merry (Rollover)			441-3302-533.64-25	Pay as you go	16,500
ISBA Master Plan -4 41 Corridor to Leesburg			441-3301-533.64-25	Pay as you go	100,000
Plants Emergency Replacement Pumps - Contingency			443-3301-533.64-10	Pay as you go	15,000
Plants Emergency Replacement Motors - Contingency			443-3301-533.64-10	Pay as you go	15,000
TOTAL WATER TREATMENT					<u>288,500</u>
WATER DISTRIBUTION					
Fire Hydrants (2 @\$1,889)			401-3302-533.64-10	Pay as you go	3,778
VFD Pumps at Plant 1 (2 @\$10,000 each)			401-3302-533.64-10	Pay as you go	20,000
Replace Crane on Truck #927			401-3302-533.64-10	Pay as you go	15,000
Replace 2008 Ford 250 4X4			401-3302-533.64-11	Pay as you go	37,000
Laptop for Admin Assistant			401-3302-533.64-13	Pay as you go	1,000
Fire Hydrants (3) - CIP Implemented			401-3302-533.64-15	Pay as you go	7,500
Insertion Valve Program			401-3302-533.64-15	Pay as you go	13,000
Well Points & Misc Equipment			401-3302-533.64-15	Pay as you go	5,000
Mobile Data Collector to Read Water Meters			401-3302-533.64-15	Pay as you go	10,000
Shelving and Wire Partitions for Inventory			401-3302-533.64-15	Pay as you go	11,000
Concrete Saw			401-3302-533.64-15	Pay as you go	1,300
Forklift for Inventory Control			401-3302-533.64-17	Pay as you go	40,000
8" Water Main Line - Engineering Design			443-3302-533.64-25	Pay as you go	20,000
TOTAL WATER DISTIBUTION					<u>184,578</u>

CAPITAL LISTING SCHEDULE - ALL FUNDS

DESCRIPTION	QTY	PROJ	GL ACCOUNT	FUNDING	FY 2015
WASTEWATER TREATMENT					
2015 Ford Escape to Replace 2001 Ford Ranger			401-3501-535.64-11	Pay as you go	25,000
CMMS Maintenance Software			401-3501-535.64-23	Pay as you go	5,000
ISBA Study - Extension of Water & Sewer Lines			441-3501-535.64-25	Pay as you go	100,000
16" Force Main Extension			441-3501-535.64-25	Pay as you go	115,000
Woodlea WWTF Upgrades			441-3501-535.64-25	Pay as you go	350,000
Design of Equalization Tank			441-3501-535.64-25	Pay as you go	103,500
WWT & Caroline Plant Emergency Replacement Motors, Pumps, Etc.			443-3501-535.64-10	Pay as you go	36,000
Breakers and Drives			443-3501-535.64-10	Pay as you go	20,000
Replacement of Worn Digester Air Diffusers			443-3501-535.64-10	Pay as you go	1,200
Digester Blower Replacements			443-3501-535.64-25	Pay as you go	50,000
Mixers for Caroline Plant			443-3501-535.64-25	Pay as you go	40,000
Lift Station 5 Rehab - Piping, Valves, Fittings, Base, Elbows, Rails			443-3501-535.64-25	Pay as you go	40,000
TOTAL WASTEWATER TREATMENT					<u>885,700</u>
WASTEWATER REUSE					
Visoturb TSS Probe			401-3502-535.64-10	Pay as you go	3,000
TSS Analyzer			401-3502-535.64-10	Pay as you go	5,500
Incubator/Oven/Refrigerator - Contingency			401-3502-535.64-10	Pay as you go	1,000
Canopy for Training Room Slab			401-3502-535.64-15	Pay as you go	3,000
TOTAL WASTEWATER REUSE					<u>12,500</u>
WASTEWATER LAB					
Analytical Balance			401-3503-535.64-10	Pay as you go	6,000
CBOD Incubator			401-3503-535.64-10	Pay as you go	5,500
F. Coliform Recirculation Water Bath			401-3503-535.64-10	Pay as you go	3,000
2015 Ford Escape			401-3503-535.64-17	Pay as you go	25,000
TOTAL WASTEWATER LAB					<u>39,500</u>
WASTEWATER COLLECTION					
Well Point Equipment - Wastewater Collection Share			401-3504-535.64-10	Pay as you go	4,500
Ground Penetrating Radar			401-3504-535.64-10	Pay as you go	15,013
2015 F450 with Utility Bed & Crane (Replace 2004 Ford F250)			401-3504-535.64-11	Pay as you go	60,000
Radio Detection CL+ Receiver			401-3504-535.64-15	Pay as you go	5,390
By-pass Pump for Emergencies			401-3504-535.64-15	Pay as you go	52,327
Wacker Jumping Jack Tamp			401-3504-535.64-15	Pay as you go	5,000
CMMS Maintenance Software			401-3504-535.64-23	Pay as you go	5,000
ARV Replacement on Sewer Force Mains			401-3504-535.64-25	Pay as you go	15,000
Replace Existing Fence for Aesthetics			401-3504-535.64-25	Pay as you go	25,000
Replacement Pumps for Lift Stations			443-3504-535.64-10	Pay as you go	20,000
Pumps for Lift Station Upgrades			443-3504-535.64-15	Pay as you go	40,000
TOTAL WASTEWATER COLLECTION					<u>247,230</u>
SOLID WASTE					
Repairs to City Car Wash including Coating for Pit			402-3401-534.64-10	Pay as you go	8,500
Repair Ramp at Entrance to Car Wash			402-3401-534.64-10	Pay as you go	5,500
F150 to Replace 2001 F250 (#614)			402-3401-534.64-11	Pay as you go	30,202
Rehab Truck #622			402-3401-534.64-11	Pay as you go	25,000
Complete Rehab of Truck #624			402-3401-534.64-11	Pay as you go	10,000
TOTAL SOLID WASTE					<u>79,202</u>
STORM WATER					
Small Street Sweeper			403-3801-538.64-11	Capital Lease	120,000
Delaware Street Drainage Improvements			403-3801-538.64-25	Pay as you go	150,000
TOTAL STORM WATER					<u>270,000</u>
MARINA / SEAPLANE BASE					
Replace Desktop Computer			405-4304-543.64-14	Pay as you go	1,000
TOTAL MARINA / SEAPLANE BAST					<u>1,000</u>
PAVILION					
20' x 20' Equipment & Storage Room			406-7501-575.62-20	Pay as you go	35,000
Additional Computers for Associates			406-7501-575.64-14	Pay as you go	1,807
3 Additional Security Cameras			406-7501-575.64-15	Pay as you go	4,500
Information Kiosk			406-7501-575.64-15	Pay as you go	11,998
Scissor Lift			406-7501-575.64-15	Pay as you go	2,299
TOTAL PAVILION					<u>55,604</u>
TOTAL CAPITAL EXPENDITURES - ALL FUNDS					<u><u>3,855,864</u></u>

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GLOSSARY OF ACCOUNTS

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.

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
- 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.

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.

GLOSSARY OF ACCOUNTS

- 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 Christmas Light Up Tavares festivities in December (other than decorations).
- 48 22 Light Up Main Street:** Expenditures for annual 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 \$200 - \$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.

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 (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.

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:** Expenditures for all other community grants or grant expenditures not otherwise classed.

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**CITY OF TAVARES
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OPERATING BUDGET
FY 2015 - 2016**

