

**CITY OF BOYNTON BEACH, FLORIDA
FY 2019 - 2020
ADOPTED BUDGET**

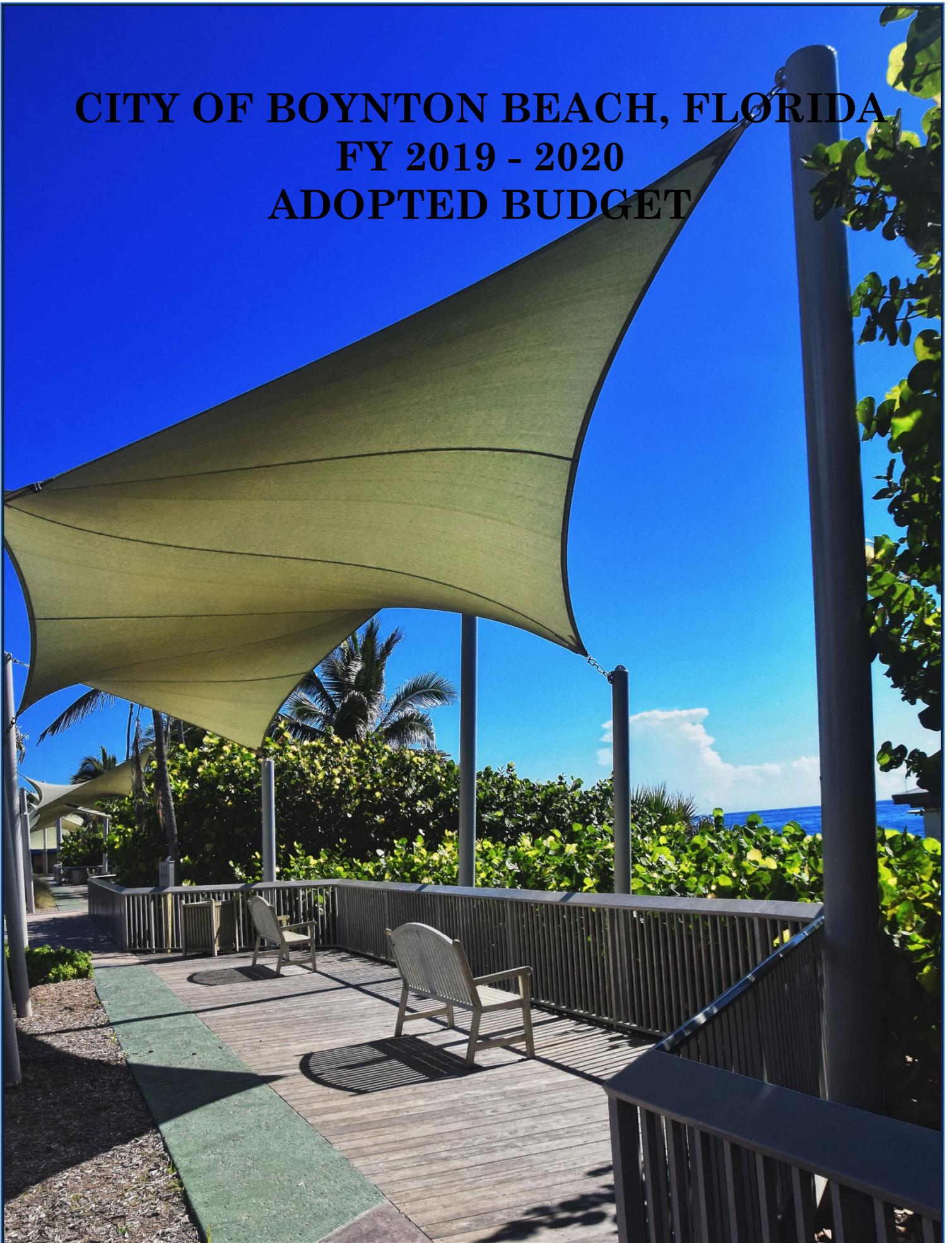




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Boynton Beach Mayor and City Commission



Mayor Steven B. Grant, At-Large



Vice Mayor Justin Katz, District I



Commissioner Mack McCray, District II



Commissioner Christina Romelus, District III



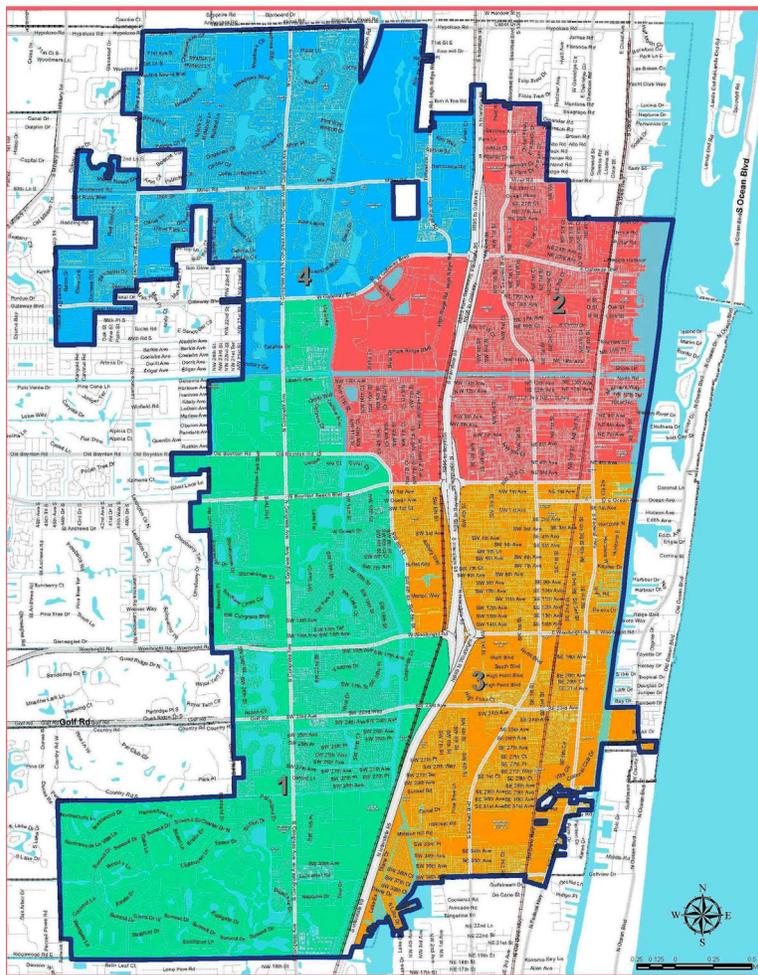
Commissioner Ty Penserga, District IV



City Manager: Lori LaVerriere



**City of Boynton Beach
Commission Districts**





Vision Statement

**Our vision is to be a WELCOMING and PROGRESSIVE
COASTAL COMMUNITY
that CELEBRATES CULTURE, INNOVATION
and BUSINESS DEVELOPMENT.**

Mission Statement

**The City of Boynton Beach is a VIBRANT and SUSTAINABLE COMMUNITY
that PROVIDES EXCEPTIONAL SERVICES**

Core Beliefs

**We, the management team of the Boynton Beach
City Government, commit to:
PERSONAL INTEGRITY AND HONESTY,
PRODUCTIVITY,
TEAMWORK,
RESPECT,
and SERVING OTHERS.**

The Commission Initiatives

**Redevelop Downtown
Building Wealth in the Community
Boynton Beach Branding
Transportation and Mobility**



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**City of Boynton Beach
Florida**

For the Fiscal Year Beginning

October 1, 2018

Christopher P. Morill

Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to the **City of Boynton Beach, Florida**, for its Annual Budget for the fiscal year beginning **October 1, 2018**. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as a financial plan, as an operations guide, and as a communications device.

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



ABOUT BOYNTON BEACH

Known as “America’s Gateway to the Gulfstream,” Boynton Beach is a full-service municipality, providing every city service (not limited to Sanitation, Fire & Rescue, Police, Utility, etc.) for its residents and visitors. Located in the heart of southeast Florida, in the center of Palm Beach County; Boynton Beach is a coastal community consisting of 16.5 square miles that includes four miles of the Intracoastal Waterway.



The City has direct access to the Florida Turnpike via Boynton Beach Boulevard and three I-95 exits. The City lies within close proximity to Palm Beach International Airport (14 miles) and Fort Lauderdale/Hollywood International Airport (37 miles). The closest seaports are Port of Palm Beach (21 miles) and Port Everglades (36 miles). The Tri-Rail commuter train makes a stop in the City that connects the rider to Palm Beach, Broward and Miami-Dade Counties.

The average annual air temperature in the Palm Beaches is 75° F. The warmest temperatures occur between June thru September year and the coolest months are January and February. September or October can be the “wettest” month. The highest recorded temperature was 101°F in 1942 and the lowest recorded temperature was 24°F in 1894.

FORM OF GOVERNMENT

The City of Boynton Beach is the third largest municipality in Palm Beach County with a population of approximately 78,000 residents. The City of Boynton Beach’s five elected officials include four district commissioners for a three-year term and a mayor-at-large serving a maximum of two (three-year) terms. The City Commission determines creates the strategic plan for the City, adopts legislation, approves the City’s budget, sets taxes and fees, and appoints the City Attorney.

The City Commission appoints a City Manager, who, with a team of more than 10 department directors, 2 Assistant City Managers, Fire Chief, and a Police Chief, manages the day-to-day operations for over 78,000 residents and thousands of visitors each year. Sixteen volunteer advisory boards that augment staff, created and member-appointed by the City Commission. The City’s collaborative partners—the Boynton Beach Community Redevelopment Agency (CRA) and the Greater Boynton Beach Chamber of Commerce—also assist in the success of the City.

HISTORY



The City was founded in 1894 by Major Nathan Boynton, a native of Port Huron, Michigan, who had a distinguished career in the American Civil War (pictured to the left).

Major Boynton and his workmen brought their families from Michigan and settled in the, yet to be named, new town of Boynton. In the early years of our city, settlers began building of what was to become Boynton Beach. Boynton Beach was incorporated in 1920.



BOYNTON BEACH TODAY

Due to its location and year-round tropical climate, Boynton Beach possesses many natural assets that set the stage for numerous leisure, recreation and active lifestyle pursuits. The City of Boynton Beach invests a great deal of resources to ensure that residents and visitors have access to its 253 acres of municipal parks, beach and natural conservation lands.

The City operates 8 recreation centers, 29 parks, a swimming pool, a municipal beach, and many youth, teen, adult and senior programs. Various facilities offer over 200 recreational programs, classes and events for all ages – from toddlers to seniors. Supplementing its recreational indoor facilities are tennis and basketball courts, playgrounds, fitness centers and a pool. Additionally, one of the four Boynton Beach ocean inlets provides public boat ramps, paddle boating and kayak rentals. In addition, the City operates a municipal golf course, which features both an 18-hole Championship Course and 9-hole Family Course (pictured to the left). It also operates a state-of-the-art library.



Boynton Beach has one of two working full-service marinas in Palm Beach County. Owned and operated by the Community Redevelopment Agency (CRA), the Boynton Harbor Marina offers fishing and scuba diving charters, jet-ski and boat rentals and an eclectic collection of waterfront restaurants.

Art and culture are embraced by the City, which houses more than 48 works of art in public places. Boynton Beach produces the world-famous International Kinetic Art Exhibit and Symposium (art sample pictured to the right) on a biennial basis and supports the Boynton Beach Art District’s (BBAD) many events, including monthly art walks. In addition, the City is home to popular annual and ongoing events, including Pirate Fest, Movies in the Park, Music on the Rocks, St. Patrick’s Day Celebration, Earth Day, Holiday Parade, Boat Parade and 4th of July Fireworks over the Intracoastal Waterway.



There are four public elementary schools in Boynton Beach, including a gifted center; a S.T.E.M curriculum-based school that has been awarded Best Elementary School in the nation for the past two years; an International Baccalaureate (IB) school. Its middle school is a Math, Science and Technology Magnet provides an aerospace science, dance, theatre, vocal, culinary arts, early childhood and I.T.S. academies, as well as an aviation maintenance technician school. Supplementing the public schools are five private schools, five charter schools and several pre-schools. There are 12 post-secondary institutions within 67 miles of Boynton Beach, including Florida Atlantic University, Florida International University, Palm Beach Atlantic University, Palm Beach State College and the University of Miami.

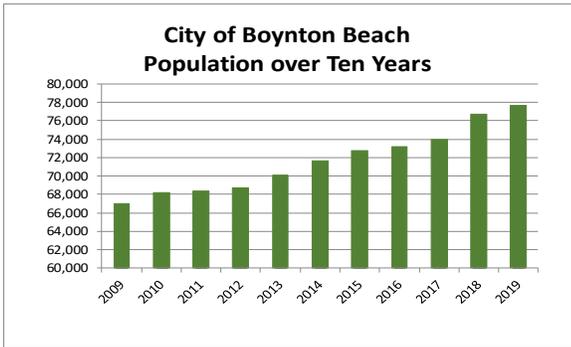
The City is addressing the biggest challenges of this century – sustainability, energy and climate change. Being sustainable means meeting the needs of the present residents without compromising the ability of future citizenry to meet its needs while balancing environmental stewardship, social responsibility, and economic growth. The pursuit of sustainability has governed the direction of Boynton Beach since 2008 when the City Commission involved employees, citizens and local businesses in creating policies and programs to promote sustainability. Through the work of the Green Task Force, Green Community Alliance, and Sustainability Team and the award of the City’s Energy Efficiency and Conservation Block Grant (EECBG) by the



Department of Energy, the City has made great strides towards achieving a sustainable future. The efforts culminated in creation of the City’s Climate Action Plan.

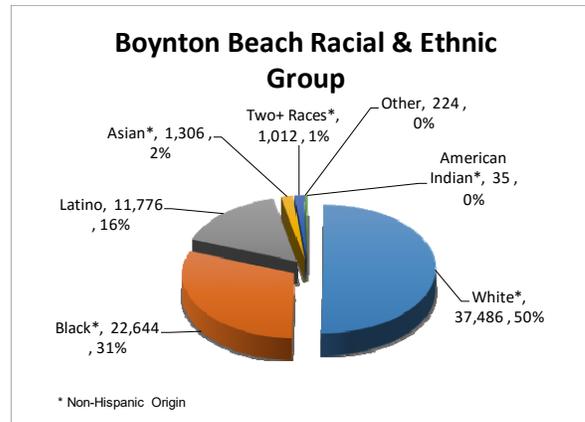


DEMOGRAPHICS



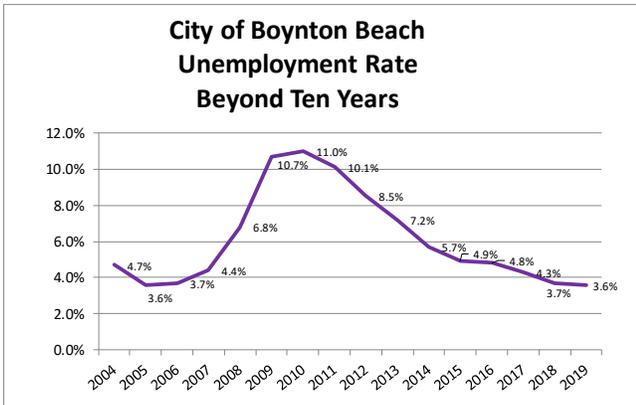
The 2008 recession contributed to a considerable slowdown of the City’s population growth: over a five-year period between 2015 and 2019, the City grew by 8.3%. The growth rebounded since; from 2013 to 2018 the population increased by 8.3%. According to Palm Beach County projections (based on the county-wide projections of the University of Florida), by 2025 the City’s population will increase from the current 77,696 to 81,745. For FY 2019, with the overall area of 16.2 square miles, the city’s population density is 4,796 persons per square mile.

According to the most recent American Community Survey, the City’s population has a median age of 42.6, with about 21% of persons 65 years or older. Nearly 24% of population is foreign-born. Per capita income of the City’s residents is \$29,010, with a median household income of \$53,504. In terms of education, an average 28% of population has a Bachelor’s degree or higher.



Within the last decade, the City has become more racially and ethnically diverse. The share of non-Hispanic Whites and Black/African Americans is 50.3% and 30.4% of the population, respectively; the City growing Latino population constitutes 15.8% of all residents.

ECONOMIC CONDITIONS AND OUTLOOK



The City of Boynton Beach’s decline in the unemployment rate has contributed to a decline in crime, which is down 20% since 2008. The unemployment rate dropped considerably, from 11% in 2010 to an estimated 3.6% as of November 2019.

Between November 2018 and November 2019, the median price (\$244,000) for a single-family home increased by 8.7%, and townhomes and condominiums by 4.3%.



Major Employers and Taxpayers

Within the City, the top 5 employers are: Bethesda Memorial Hospital, the City of Boynton Beach, Publix Super Markets, Palm Beach County School District and Walmart. The chart to the right provides a complete listing of the “Top Ten Employers”

Top Ten Employers
Bethesda Memorial Hospital
City of Boynton Beach
Publix Supermarket
School District of Palm Beach County
Walmart
Waste Management Corporation
Home Depot
Lowe's
Hunters Run Golf & Racquet Club
Quail Ridge Country Club

Top Tax Payers	Appraised Value	Total Taxes
Florida Power & Light Co.	\$ 108,783,817	\$2,282,198
Hart Seabourn Cove LLC	\$ 97,590,148	\$2,159,606
CH Realty VII PSREG Boynton Beach Las Ve	\$ 87,000,000	\$1,974,763
Duke PGC at Quantum	\$ 58,677,045	\$1,557,562
GSG Residential Savannah Lakes LLC	\$ 58,811,497	\$1,343,456
Morguard Boynton Town Center Inc	\$ 46,203,127	\$1,272,427
RRPIV Cortina LLC	\$ 54,000,000	\$1,271,682
Compson Place Apartments Inc	\$ 41,101,352	\$1,187,712
Villas at Quantum Lakes Inc	\$ 37,426,059	\$ 905,581
Boynton Beach Mall LLC	\$ 33,200,811	\$ 879,325

The top 5 Tax Payers are Florida Power & Light Co., Hart Seabourn Cove LLC, CH Realty VII PSREG Boynton Beach Las VE, Duke PGC at Quantum, and GSG Residential Savannah Lakes LLC. The tax liability associated with the five previously listed taxpayers range from a low of \$1,343,455 to a high of \$2,282,197. The chart to the left highlights the “Top Taxpayers” in the City of Boynton Beach.

Growing Taxable Values

It has taken twelve years for the city taxable value of \$6,215,203,426 to surpass the 2008 value of \$6,131,757,196. The upward trend began in FY 2013-14 when the taxable value was \$3,884,337,937. The Palm Beach Property Appraiser is forecasting higher taxable value going forward. The increase in taxable value supported the City’s decision to keep the adopted millage rate for FY 2019-2020 at 7.9000 per \$1,000, unchanged from the previous year. Historically, the tax rate ranged from a low of 6.4553 mills in FY 2008-2009 to a high of 8.2270 mills in FY 2001-2002 (not shown). The City of Boynton Beach will benefit from this positive trend of increased taxable values and a stable millage rate.

Fiscal Year	Taxable Value	% Change	Tax Rate
2006-07	5,545,920,863	0.00%	7.1400
2007-08	6,131,757,196	10.56%	6.4803
2008-09	5,568,005,895	-9.19%	6.4553
2009-10	4,571,916,735	-17.89%	6.7626
2010-11	3,894,608,132	-14.81%	6.7626
2011-12	3,752,272,309	-3.65%	7.1941
2012-13	3,677,646,538	-1.99%	7.6000
2013-14	3,884,337,937	5.62%	7.9000
2014-15	4,224,336,791	8.75%	7.9000
2015-16	4,635,365,868	9.73%	7.9000
2016-17	5,026,864,382	8.45%	7.9000
2017-18	5,418,555,565	7.79%	7.9000
2018-19	5,771,231,892	6.51%	7.9000
2019-20	6,215,203,426	7.69%	7.9000

Permit values are the key measurement for development activity. In FY 2017-18, total permit value was at \$172 million, up from the previous year amount of \$80 million, due to the Town Square project. For FY 2018-19, building activities related to the Town Square, The Club - assisted living, Cortina - residential housing, yielding permit values of \$224 million. For FY 2019- 2020, the values are project to be \$175 million similar FY 2017-18.



The City approved large development projects ongoing and some completed. The projects include:

- High Ridge Country Clubhouse, on High Ridge Road, completed November 2019;
- Quantum Lake Villas North, with 80 apartments;
- Casa Del Mar, with 69 townhomes and 3 single-family homes, on north Federal Highway;
- Cortina Apartments, in Boynton Village;
- Riverwalk, with 358 apartments and 12 K sq. ft. of commercial space, on the SE corner of Woolbright Road and Federal Highway;
- Villages at East Ocean Avenue, with 336 apartments and 12 K sq. ft. of commercial space (north section) and 35 apartments and 3.5 K sq. ft. of commercial space (south section);

The largest of the projects is the Town Square, which will be built in three phases on the land currently occupied by the Civic Campus (the city hall, the police station, the library and several other cultural and civic buildings). The project is a partnership between the City of Boynton Beach, the City of Boynton Beach Community Redevelopment Agency (CRA), and the private development team. It will include 705 residential units in three buildings, a 120-room hotel, and some 84 K sq. ft. of commercial space. It will also house a new 110,000 square foot city hall and public library, while 29 K sq. ft. has been allocated for a civic center and multipurpose space in the renovated Historic High School (the plan incorporates the existing 8,288 square foot Children’s Schoolhouse Museum and plaza).



Due to the assistance from the CRA and the City, and the cooperation with the Habitat for Humanity and the Boynton Beach Faith-Based Community Development Corporation, development activities continue in the Heart of Boynton District. Development for the 123 apartment project of Ocean Breeze East, to be located on the east side of Sezcrest Boulevard is under construction.



America's Gateway to the Gulfstream



To: The Honorable Mayor and Members of the City Commission

From: Lori LaVerriere, City Manager

Date: December 1, 2019

Subject: Adopted Budget for Fiscal Year 2019-2020

Commissioners and Citizens of Boynton Beach, I am pleased to present the Adopted Budget for Fiscal Year 2019-20 that includes all Funds, \$226M of which the Capital Improvement Plan is \$34.6M. Per the Palm Beach County Property Appraiser, the City's current gross taxable value for FY 2019-2020 is 6,215,203,426. This is an increase of 7.44% over FY 2018-2019 final gross taxable value of \$5,784,638,102. We will continue to provide exceptional services to our diverse community through a well-prioritized budget while administering the vision of the City Commission.

City Council Priorities - Positioning for the Future

Strategic Alignment for Success

The Adopted Budget for Fiscal Year 2019-20 addresses current and future challenges, leverage advantages, core competencies, and establishes a strategic blueprint for setting direction and creating the environment for local prosperity. This year, we are delivering an integrated view of the Strategic Plan for fiscal years 2019–2020, aligned with the Budget and Annual Performance Plan and Report. This holistic presentation of the City's goals, budget, performance measures, and accomplishments, achieves our goal of increasing transparency and making information accessible to our residents, businesses, and other key stakeholders. It will also drive economic development initiatives, facilitate interagency planning, collaboration, and coordination among the various City agencies and partners. Through the Adopted Budget, available resources are invested and aligned, ensuring the City's long-term viability and resilience, while advancing the City's goals and objectives.

The City of Boynton Beach is undergoing a major renaissance and urban regeneration. Development is on the rise. Places like 500 Ocean and Town Square make new residents and businesses take notice and look to Boynton Beach as their next investment. While these are excellent indicators of growth, the City recognizes that it is in a competitive battle to retain and attract not only visitors, investment, and events but also talented human capital, residents, and businesses. We seek to elevate the importance of place and placemaking in fostering more economically, socially, and environmentally responsible development. The City of Boynton will be a hub of thought leadership – the intersection between place, placemaking, and inclusive economic ecosystems.

We imagine bustling and vibrant urban centers with active public spaces that bring residents, visitors, and businesses together to improve the economic well-being and quality of life for all who visit, work, and claim Boynton Beach as home.

Create: Proactively create environments and programs that allow for linkages between Boynton Beach government, local partners, and its residents.

Connect: Actively pursue partnerships with businesses, non-profits, service, professional development, media, cultural, and entertainment organizations to help deliver opportunities that are already taking place within the community.



Community: We believe in the Boynton Beach community. By partnering with the community, the City will have a solid partner and asset in realizing the future of Boynton Beach.

The City of Boynton Beach has adopted a strategic plan that aligns the organization with the mission and vision through strategic pillars and six priorities. It establishes a strategic blueprint for setting goals and direction, creating the environment for local prosperity, and developing a well-prioritized budget.

The Adopted Budget for Fiscal Year 2019-20 is aligned with the City's Strategic Plan and reflects the direction of the City Commission, focused on achieving the vision of a vibrant and thriving Boynton Beach for our residents, businesses, and visitors.

Our organization is aligned through 3 Strategic Pillars:

- **Vibrant and Resilient Living:** Provide, sustain, and enhance a smart and resourceful high quality of life while keeping citizens safe and intelligently responding to adverse conditions.
- **Connected and Engaged Community:** The City encourages and shares thriving community relationships among and between residents, businesses, and visitors.
- **Robust Local Economy:** Our financial sustainability not only depends on strong fiscal management but also requires continued investment in the City.

Top 6 Priorities for the City:

- **Culturally Distinct Downtown:** Create a city center as a cultural district for business and entertainment.
- **Building Wealth in the Community:** Foster long term economic security for all demographics by strengthening locally rooted and held businesses.
- **Transportation and Mobility:** Improve mobility for modes of transportation for all residents, workers, and visitors.
- **High Performing Organization:** Maintain excellence in organizational governance, internal support, and external services.
- **Public Health and Safety:** Prevent and protect the citizens by promoting a healthy, safe, and secure environment, and
- **Environmental Sustainability:** Balance the environment for maximum use of natural resources and meeting the needs of the present without compromising the city's future.

The City of Boynton Beach's short and long-term success and competitive environment are key strategic issues addressed in the strategic plan. The goal is to establish a strategy that addresses current and future challenges, leverage advantages, identify core competencies and sets the direction of the City. The plan sets direction, communicates and demonstrates a commitment to the vision and values, creates a focus for customer and workforce engagement and emphasizes targeted action to achieve the mission. With proper funding and through the deployment of the plan, strategic projects are tracked and measured for success. The 2-year strategic planning process develops coordinated strategic projects that focus on effectively creating the framework for all partners (both internal and external) to ensure that available resources (bonds, sales surtax, reserves, etc.) are invested, aligned, and advance the City's goals and objectives.

In FY2019, the City surveyed its residents and businesses to provide important input to the strategic plan. Resident surveys collected data related to quality of life, likeliness to recommend the City, top reasons for living in Boynton Beach, resident concerns, value for tax dollars, City revenue, safety, and importance and satisfaction with city services. We found that 61% of Boynton Beach residents rate the services they receive in return for their tax dollars



as “good” or better and half of Boynton Beach residents would prefer to pay user-based fees for services than have their property taxes increased. The business survey collected data related to difficulties, desired City assistance, and importance and satisfaction with City services. We found that 3 in 4 business owners and managers rated the services they receive in return for their tax dollars as “excellent”, “very good”, or “good”, and if the City offered financial incentives to businesses, nearly a quarter of all managers and owners would use these incentives to hire more employees. Business and Community focus groups provided validation and another layer of data and qualitative information for the strategic planning process.

Each City department is aligned to one or more of the six priorities with goals and specific objectives to be achieved. Department Directors are accountable for meeting these stated goals and objectives while still operating within their approved Operating and Capital Budgets.

FY 2018-2019 ACIEVIEMENTS related to various STRATEGIC PLANS/PROJECTS

Town Square Project

The Town Square Project (total approximate cost of \$120M) is a mixed-use urban development project that incorporates a government center, retail, residences, commercial offices, and a hotel. The project also includes the renovation of a historic High School that will become the focal point for cultural activities, a new Fire Station #1, a new Police Station (located off Gateway Blvd and I-95), and a new City Hall with administrative offices (to be occupied summer of 2020). Additionally, the once Kid’s Kingdom Playground (directly across from the former City Hall location) will be replaced with a newly designed family friendly playground. Development of a new District Energy Plant, costing \$11M, will provide chilled water for air conditioning needs for all Town Square buildings. Construction began on September 10, 2018 with an anticipated completion year of 2022. The project will increase the City’s tax base, provide green space, repurpose the historic high school, create a catalyst for economic growth in the downtown area of Boynton Beach, and establish a competitive advantage versus other cities within Palm Beach County.



Targeted Procurement

Through a comprehensive approach to economic development that focuses on regional/local planning, targeted business development support, and community engagement, the City will attract and retain a mix of new and existing businesses and jobs while fostering economic growth and development. The City is leveraging its resources to create a Local Business Preference Program, local business education, and support programs. Last year, the City adopted a Local Business Preference Ordinance with the goal of providing locally owned and operated businesses a competitive advantage when the City is procuring goods and services. In addition, the City leveraged additional procurement strategies such as identifying a program intermediary/champion, targeted procurement/recruitment, unbundled contracts, and outreach (job fairs, media, direct contact, etc.). The City developed a Local Workforce and Vendor Hiring Initiative in partnership with our Town Square Developer. This





project was able to achieve a 14% local spend. Additionally, the City partnered with SCORE to host a series of small business workshops. The City continues to partner with the Palm Beach County Business Development Board and the Boca/Boynton Greater Chamber of Commerce.

City Website

The City’s new website launched on March 20, 2018 with the goal of creating a clear, concise, customer-driven website. The City continues to enhance the community’s ability to access information and improve fillable forms, business transactions, increasing efficiencies for vendors, contractors, and the City. The City is currently ensuring that all website information and documents comply with the requirements of the Americans with Disabilities Act. Customers will be able to apply or renew a BTR or submit a building plan for review online, providing additional efficiencies in our plan review and permitting processes. The website will be a key strategic asset to help visitors better understand the numerous opportunities to enjoy all the City has to offer.



Civic Events

The City established an internal Events Team to develop a system that would streamline the permitting process, develop a new/more comprehensive application, track permit requests and approvals, devise policies and procedures for events, and formulate an evaluation process for event applications. Last year, the Events Team maintained detailed records of submitted/permitted events with the associated application fees, totaling 86 processed permits in FY17-18. In FY18-19 the team processed 49, annual yield of approximately \$3M.

Server and Storage Systems Upgrades and Security



The City’s server and storage systems were upgraded as part of our scheduled hardware replacement, providing greater storage capacity and processing power. While more cities found themselves vulnerable to cyberattacks, the City implemented activities to protect ourselves and minimize disruption to our operations. A Cybersecurity Comprehensive Plan has been incorporated into the City’s Emergency Response Plan. This new configuration continues to provide the City with the improved capacity and advanced technology to last us for years to come.

Social and Economic Initiatives

The City has made environmental sustainability a priority. The City’s citizens’ Sustainability Advisory Team continues to hold free workshops to educate residents about green energy, water conservation, and flood awareness.

The City continues to expand its Reclaim Water Reuse System, providing a source of irrigation other than potable water that minimizes the cost of production and conserves precious water resources. The City’s Utility Capital Improvement Plan reflects a \$2 million budget for expansion and compliance with Florida Department of Environmental Protection.

Our Golf Course remains financially sustainable and will continue to remain competitive with capital improvements such as cart paths, maintenance of the cart barn, restrooms, and clubhouse. In FY2018-19, management decided to install “new greens” on the golf course and this has increased the number of rounds played.



To provide for efficient asset management, the City’s Library began tagging its catalogue of 120,000 items with RFID tags.

The Police Department has been reaccredited with Excelsior distinction for another three years by the Commission for Florida Law Enforcement Accreditation. This is the agency’s second Excelsior recognition in three years, a distinction given only to departments that have demonstrated excellence through passing five consecutive reaccreditation cycles. The accreditation process involved meeting or exceeding approximately 250 standards, many of which were critical to life, health and safety issues. The Police Department was initially accredited by the Commission for Florida Law Enforcement Accreditation in 2001. Since then, the agency has gone through six onsite assessments, attaining Excelsior recognition in 2016. The Police Department is one of 56 out of approximately 340 police agencies in the State of Florida that currently holds this status.



Data Management

Public health and safety are always a priority for any community and the City looks to its departments to provide the highest quality response through the data informed decisions. The City began the process of implementing a new Police Department records management system/Computer Aided Dispatch, a Fire Department records management system, and communications system (with annual lease payment of \$157,000 thru FY2022/23), citywide cameras phased over two years for a cost of \$600,000, and automated license plate readers budgeted for \$50,000.

Community Engagement

The City invests in the partnership with the community and created a community-based drug prevention and youth diversionary program, expanded the Fire Explorer program, and developed a partnership with the schools for an intramural sports program for elementary schools. In addition, the City is working with Boynton Beach High School to develop an aquatic professional job training partnership. Working with the community, the City’s Neighborhood Sustainability program provides for a comprehensive interdepartmental response to community blight.



Significant Development Projects

In addition to Town Square, the City implemented and facilitated several public and private projects. Sara Sims Park situated in the center of the Heart of Boynton community, the once vibrant and active 12-acre park and adjacent historic cemetery fell into disrepair over the years and became more of a crime attractant instead of the epicenter of the community. As a result of a partnership between the City and CRA, the park underwent a \$1.3M renovation that includes new walkways and trails, decorative fencing, trash receptacles, additional parking, landscaping, pavilions, bike racks, barbecue grills, water fountains, benches, lighting, and Wi-Fi and security systems.





Riverwalk Plaza is underway. The mixed-use development is anchored by Walgreens and Jo-Ann Fabrics & Crafts, will feature 326 apartments and over 51,000 sf. of commercial space this project will positively impact the City’s revenues.

To the west, the Boynton Beach Mall is beginning to undergo a major renovation. The mall is redefining its future as a mixed-use urban center that will include apartments, retail, movie theater, church, fitness center, restaurant, office, medical, and event space. The City is undertaking the necessary planning and review activities for the Mall’s multi-phased master plan which will increase our building revenues.

The City is open for business. In FY18-19, the City increased its business community by an average of 28 businesses per month that will increase revenues in the General Fund.

Highlights of the FY 2019-20 Adopted Budget include:

Employee Based Priorities

For Fiscal Year 2019-20, the Commission has approved funding for employee raises of 4%. Over the past four fiscal years, the City Commission and the City Manager have consistently offered adjustment to salary pay ranges or hourly salary increases to its employees. These salary adjustments range from 2% to 3% and are consistent with annual inflation rates. For the FY2019-20 budget, management has earmarked \$3 million for salary adjustments and union contract negotiation.

The City will continue to fund its employees’ Health Savings Account (HSA), except those affiliated with the Police Benevolent Association. The City will contribute \$750 to the HSA of each full-time employee, at an annual average cost of \$450,000. Additionally, the City will provide employees with an “Insurance Stipend” to offset family premium rates. These health savings benefits coincide with the Boynton Beach employee Wellness Program (employee stretching session, pictured to the right) that the City is aggressively promoting to mitigate insurance cost.



The City of Boynton Beach has established a tuition reimbursement program for employees who are full time, non-probationary, unrepresented (General) employees and full-time, non-probationary employees covered under the SEIU Blue Collar or White Collar Collective Bargaining Agreement. For FY 2019-20, the City has established a budget of \$25,000.

Short Term City Based Priorities

Enterprise Resource Planning (ERP) system integrates finance, HR, services, procurement, and other processes into a single system providing intelligence is under review for an upgrade or replacement. The Development and Planning division within the City will deploy a new electronic submittal software (approximate cost of \$700,000) to provide better customer experience and improve internal processes.

The City continues to enhance its tools for business attraction, expansion, and retention. This year, we are developing an outreach brochure for businesses to know who to contact in the City for services and a workshop on How to Do Business with the City. These businesses will have access to infrastructure information and communication technologies, and access to business services, finance, mentoring, and coaching. In turn, they will enable job and small enterprise creation, as well as the commercialization of innovation. The City has budgeted



\$50,000 annually to provide funding for Boynton Beach technological, entrepreneurial and small business incubators/accelerators to undertake startup activities.

Sustainability, climate change, and energy policy are the defining challenges for the 21st century. The pursuit of sustainability has governed the direction of the City since 2008 when the City involved employees and citizens in creating policies and programs to promote sustainability. Through the creation and work of the Green Task Force, Green Community Alliance, and Sustainability Team, the City continues to make great strides towards envisioning the steps necessary to achieve a sustainable future. The City's Climate Action Plan (CAP) represents the implementation plan to achieve sustainability in the future.

We will continue our Neighborhood Sustainability program that provides for a comprehensive interdepartmental response to community blight and continue to make the City's beautification a priority while considering the diversity of its residents. Enhancements will be incorporated into a Community Standards Code rewrite.

The City recognizes the role parks serve in creating sustainable communities. To provide sustainability, the City is considering innovative ways to fund tomorrow's potential. This consideration includes strategies such as collaboration between parks departments and other public agencies, civic investment from individuals and private foundations through public-private partnerships, concessions, marketing sponsorships, and entrepreneurial activities. The FY2019-20 capital budget for Park & Recreation improvement is \$8.3 million.

The City is updating its sign ordinance to include new and innovative sign standards that reflect evolving technologies and approaches as well as a general update of sign regulations. During the planning process, the City will work with stakeholders to better understand how residents and business owners think the current sign ordinance is working and areas for improvement. The FY2019-20 capital budget for signage throughout the City is \$75,000.

Traffic calming has helped to increase the quality of life in urban, suburban, and rural areas by reducing automobile speeds and traffic volumes on neighborhood streets. The implementation of traffic calming on residential streets is illustrative of the tools that traffic engineers and planners can use to meet broader societal needs to facilitate the safe and efficient movement of all street users. The City is developing traffic calming strategies as an integral part of complete streets and other bicyclist/pedestrian-related projects that focuses on increased transportation options and improved mobility for our communities. The City has consistently established an annual street maintenance capital improvement budget ranging from \$750,000 to \$1,000,000.

The City is ensuring an inclusive and cultural identity and has implemented a Citywide Comprehensive Branding thru our Marketing/Communication department.

Long Term Priorities/Financial Plans

The FY2019-20 Adopted Budget and projected years are developed by analyzing 3-year historical trends and depending on the type of revenues and expenditures - an escalation range of 2% to 4% was applied. Additionally, strategic prioritization of projects/legislative actions/operations helped shaped both the short-term and long-term plans for the City.

Culturally Distinct Downtown is one (1) of six (6) Strategic Plan Priorities that our City Commission has identified. The focal point of this priority is our Town Square Project. The Town Square Project is a Public-Private Partnership to redevelop a 16.5-acre parcel in the City's downtown corridor. The project is in the completion stages and will feature a new City Hall and Library, a downtown Fire Station, amphitheater and open green space, a Central Energy Plant, and a Cultural Center that was preserved from an old historic high school. The project will also include a



new police station off-site that is adjacent to our main fire station/Emergency Operations Center to create a public safety compound. The project will cost \$120,000,000; however, it will not impact current taxes on residents and businesses in Boynton Beach and will lower operating costs for the city.

Palm Beach County is experiencing economic and population growth with the City of Boynton Beach experiencing an overall faster rate of population growth than the County. With this rapid increase in economic and population growth comes rapidly increasing housing costs. As part of the City's Strategic Plan, the City Commission has prioritized reviewing and revising our Attainable Housing Strategies. The City formed a Housing Work Group to analyze the City's current housing ordinances, which began with a comprehensive review of our Workforce Housing Ordinance. The first step was amending our current city ordinance to make the program applicable citywide, expanding eligibility to additional future land use classifications, and offering a density-bonus to citywide developments implementing affordable housing programs with 100% affordable units. These revisions plan to stimulate the private sector's interest in developing affordable housing units and incentivize construction of those units in the City. These housing developments have the potential to increase our future tax base. The goal is to increase housing that is affordable, attainable, and appropriate to maintain a sustainable community.

Transportation and Mobility is a priority that our City Commission identified in our Strategic Plan. The City has begun the process of developing and implementing a comprehensive citywide mobility plan. The mobility plan's long-term goal is to move people around the city as safe and as green as possible. The objective of the mobility plan is to encourage pedestrian walkability and bicycling to create a healthier and more sustainable community. This aligns with the City Commission's Vision Zero policy to eliminate traffic fatalities and severe injuries among all road users, and to ensure safe, healthy, equitable mobility for all. The plan will also address traffic congestion, improve local multimodal circulation, adopt new transportation technologies, and implement a new fee structure for development projects. The mobility plan will offer greater flexibility on how the fees can be spent.

Over the last fiscal year, the City has experienced a renaissance in development throughout the city. Projects such as Riverwalk, Alta at Cortina, The District, Cortina #3, Town Square, Martin Luther King Corridor, and Ocean Breeze East have all contributed to economic growth in the form of new residential, including affordable, and commercial development. The total construction value for these projects during the last fiscal year was over \$224,000,000. The City collected \$7,874,456 in permit and administrative fees as a result of these projects. This increase in development has had a tremendous effect on the City's local economy, land value, and has increased the tax base.



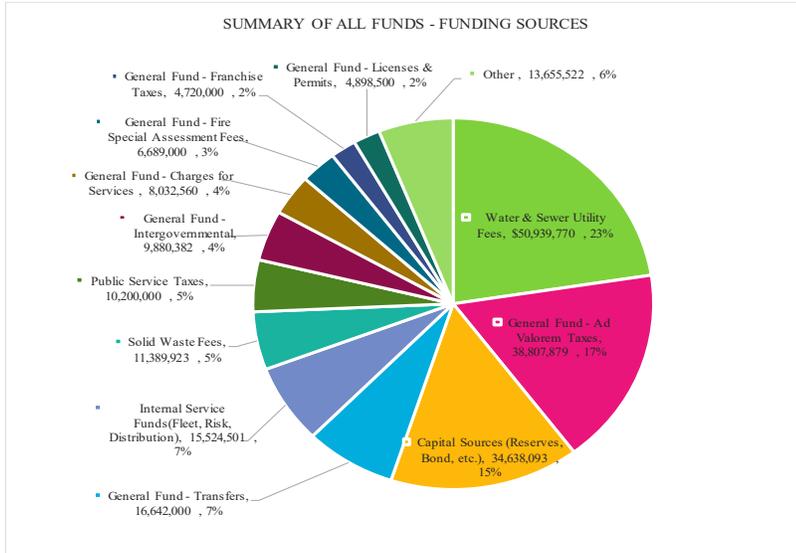
These projects align with the City's Strategic Plan, to support citywide development projects, and City Priorities: Culturally Distinct Downtown, Building Wealth in the Community, Transportation and Mobility, High Performing Organization, Public Health and Safety, and Environmental Sustainability.

The City identified Pension Reform as a project to promote long-term financial sustainability under our strategic pillar of a High Performing Organization. The project started with engaging a consultant to analyze the current state of our three employee group pension plans: Firefighters, Police, and General Employees. The consultant helped guide the City on specific aspects of the respective plans that could be modified to decrease the City's unfunded liability, balanced with maintaining a valuable benefit for retired employees. The City's Executive Team then prepared scenarios, which were presented to the employee groups during negotiations of their collective bargaining agreements. The agreed upon scenarios were submitted to an actuary, who projected that the implemented plan changes would result in over \$5,500,000 in direct savings to the City and achieve fully-funded pension plans within the next thirty (30) years.



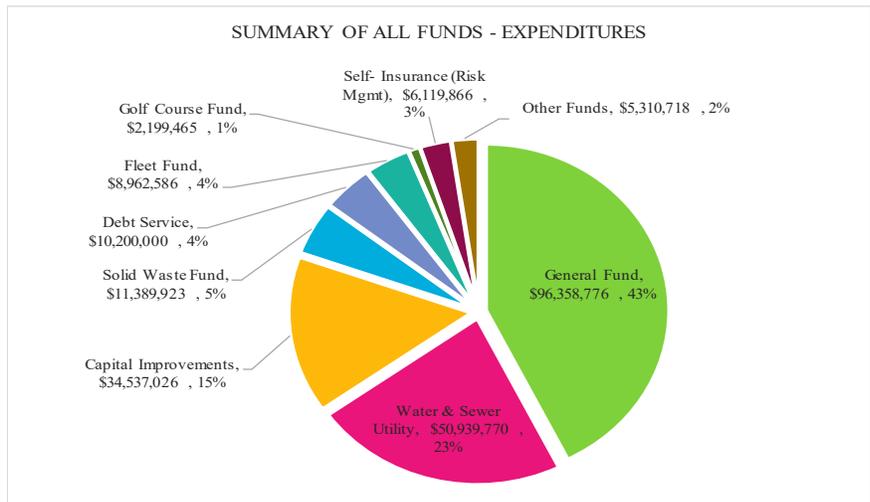
CITY'S FINANCIAL OVERVIEW

For the coming Fiscal Year 2019-2020, the General Budget increased by \$5,216,575 or 5.7% over FY 2018-19 Amended Budget. This increase was mostly related to new personnel, contractual services, and salary adjustments. The City has kept the millage rate at 7.9000 mills while experiencing a 7% growth over the prior year. Additional detailed narrative and illustrations are provided further within this document. The City has adopted no change for the Fire Assessment for FY2019-20, \$120 annually per residential unit, nor the square footage costs for non-residential property use categories. The Adopted FY 2019-20 General Fund Budget requires an appropriation of fund balance in the amount of \$1,286,655.



All Funds Adopted Funding Sources – The largest funding sources is the Water, Sewer and Stormwater fees, aggregating \$50.9M, represent 22.5% of the total \$226.0M followed by Capital (Surtax and Cap Fees) and Bond sources for \$34.6M, 15.3%. The property taxes of \$38.8M (net of CRA TIF funding) only fund 17.2% of total funding sources and 40% of the City's General Fund. Interfund transfers for the General Fund totaled \$16.6M (7.4% of all total funding sources).

All Funds Adopted Expenditure Budget - The City's total Adopted Budget for all funds total \$226.0M. The General Fund represents 42.6% of that total with expenditures of \$96.3M. The Water & Sewer Utility Fund is \$50.9M, 22.5% of the total. The Capital Improvement Fund (General and Utility Funds) is \$34.5M, 15.3% of the total and the Solid Waste Fund represents \$11.3M, 5.0% of the total \$226.0M. The remaining funds aggregate 14.6% of the total Adopted Budget.





Adopted Millage and Rollback Tax Rate – The millage rate for FY 2019-2020 has been adopted at 7.9000 mills. This adopted millage rate is 4.75% above the rollback rate of 7.5418 Mills and equal to the FY2018-19 adopted millage rate of 7.9000. The adopted rate of 7.9000 mills for the FY2019-20 Budget is expected to realize \$47.5M in property taxes; this is an increase of \$3.2M over FY 2018-2019.

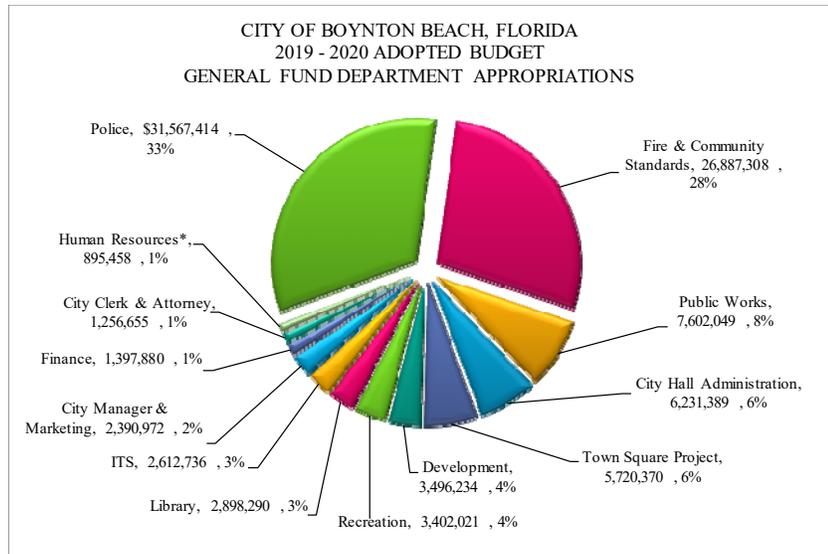
A simple tax calculation example follows for a single residential property with a Homestead exemption. The property had an assessed valuation of \$100,000 in 2018 with a \$50,000 homestead exemption resulting in a taxable value of \$50,000. The tax rate in FY 2018 was 7.9000 (millage rate) per \$1,000 of taxable value yielding an annual 2018 property tax of \$395. In 2018, per the Save Our Homes Law, the assessed value of this property will increase by the CPI of 1.9%. This results in a taxable value of \$51,900 after the homestead exemption. With the Adopted 2019 millage rate of 7.9000, the annual property tax is \$410 in 2019, yielding a 3.8% annual property tax increase.

Rollback Tax Illustration for a Homestead Residential Property				
Assessed Value Increase of 7% (Save Our Home 3% or CPI Change 1.9%, the lesser)				
	2018-19 Adopted	2019-20 Roll-back	2019-20 Adopted	FY % Change
	<u>Tax Calculation</u>	<u>Tax Calculation</u>	<u>Tax Calculation</u>	
Assessed Value	\$ 100,000	\$ 101,900	\$ 101,900	1.9%
Homestead Exemption	\$ (50,000)	\$ (50,000)	\$ (50,000)	
Taxable Value	\$ 50,000	\$ 51,900	\$ 51,900	3.8%
Tax Rate	7.9000	7.4709	7.9000	0.0%
Annual Property Tax	<u>\$ 395</u>	<u>\$ 388</u>	<u>\$ 410</u>	3.8%

General Fund Adopted Expenditure Budget – The General Fund budget provides the resources to carry out the majority of the direct services to City taxpayers. This budget supports the Commission’s vision and maintains high quality services and fiscal responsibility. The Adopted Budget for FY 2019-20 totals \$96.3M, an increase of \$5.2M (5.7%) over the FY 2018-19 amended budget of \$91.1M.

Public Safety remains a top priority for the City. Together, the Police and Fire Departments’ adopted budgets

aggregate \$58.4M or approximately 60.7% of the \$96.3M total the General Fund budget. The other major General Fund department with increases included Public Works at \$7.6M, 8% of the total General Fund budget, responsible for park maintenance, managing the various City facilities, and maintaining the City streets. The City Hall budget of \$6.2M was increased to address the contractual obligations with Fire Union employees, insurance premiums and transfers to the Risk Management Fund. Lastly, the Police department budget was approved for various increases in personnel (three police officers, two community service



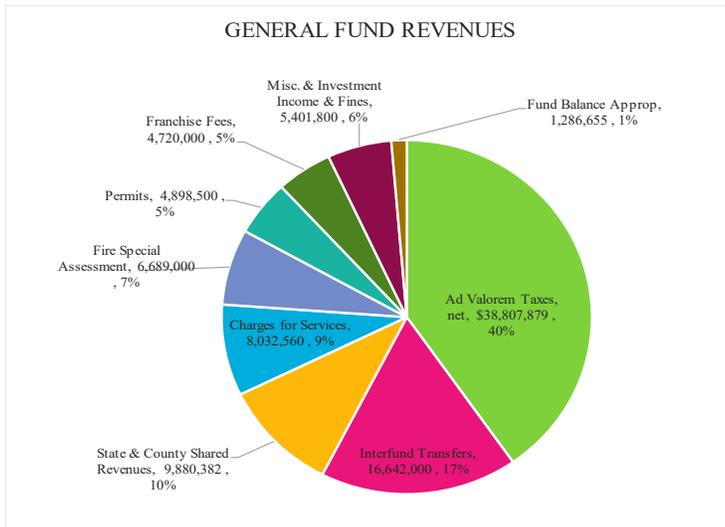
officers, a part-time evidence technician).



GENERAL FUND DEPARTMENTS	2018-19	% Change	2019-20	FY 2019-20 Adopted Budget by Object Classification			
	AMENDED BUDGET	btw. FY2018-19 and FY2019-20	ADOPTED BUDGET	PERSONNEL SERVICES	OPERATING EXPENSES	CAPITAL OUTLAY	NON-OPERATING
City Commission	\$ 276,642	4.9%	\$ 290,194	\$ 218,563	\$ 61,631	\$ -	\$ 10,000
City Manager	774,532	1.4%	785,125	739,371	41,839	-	3,915
City Hall/General Admin.	3,202,151	94.6%	6,231,389	18,600	2,613,839	-	3,598,950
Marketing/Communications	464,668	-3.5%	448,554	304,930	141,624	2,000	-
Special Events	251,889	53.5%	386,749	157,435	227,314	2,000	-
Town Square Project	4,305,954	32.8%	5,720,370	-	5,720,370	-	-
City Clerk	763,171	-13.0%	663,724	433,203	227,021	3,500	-
Financial Services	1,348,593	3.7%	1,397,880	1,328,260	47,370	22,250	-
Information Technology	2,439,074	7.1%	2,612,736	1,463,559	1,149,177	-	-
Human Resources	822,093	8.9%	895,458	568,591	323,117	3,750	-
City Attorney	568,011	4.4%	592,931	111,991	480,940	-	-
Police - Uniform Services	17,672,892	-11.6%	15,618,467	14,529,487	1,029,980	59,000	-
Police - Administrative Services	3,236,139	44.8%	4,687,294	2,164,197	1,548,889	7,000	967,208
Police - Support Services	10,646,354	5.8%	11,261,653	9,521,249	1,495,804	244,600	-
Fire	25,455,434	-3.1%	24,676,631	21,523,323	1,827,735	357,042	968,531
Community Standards	2,219,335	-1.8%	2,180,402	1,918,985	188,889	53,445	19,083
Emergency Mgmt	28,775	5.2%	30,275	-	21,275	9,000	-
Development-Support	1,233,188	-1.9%	1,209,600	1,131,021	78,579	-	-
Building	1,585,060	-5.5%	1,497,270	1,158,905	317,856	-	20,509
Planning & Zoning	713,629	10.6%	789,364	718,959	70,405	-	-
Economic Development	463,475	3.6%	480,350	276,933	188,417	15,000	-
Public Works Admin.	157,875	-6.7%	147,249	136,900	10,349	-	-
Facilities Mgmt.	1,848,998	17.2%	2,167,883	839,359	1,275,323	18,700	34,501
Streets Maintenance	1,200,324	4.2%	1,250,432	274,800	926,901	15,000	33,731
Engineering	659,397	14.5%	755,080	568,683	179,979	1,500	4,918
Parks & Grounds	3,133,819	4.7%	3,281,405	1,098,409	2,091,378	18,500	73,118
Library	2,336,700	7.5%	2,511,862	2,085,059	256,803	170,000	-
School Museum Services	322,094	20.0%	386,428	-	386,428	-	-
Recreation	3,011,935	13.0%	3,402,021	2,724,749	621,584	14,150	41,538
Totals	\$ 91,142,201	5.7%	\$ 96,358,776	\$ 66,015,521	\$ 23,550,816	\$ 1,016,437	\$ 5,776,002
			100.0%	68.5%	24.4%	1.1%	6.0%

The table above displays the expenditure distribution by department. Personnel services, of \$66.0M, represent 68.0% of the total \$96.3M Adopted General Fund Budget. Major components of personnel services include salaries and wages, pension costs, health insurance, overtime and holiday pay, and employer FICA. Most components are subject to collective bargaining agreements with the unions. Non-operating expenditures are primarily payments or transfers to City Internal Service funds for Self Insurance, Warehouse, and Fleet Maintenance and Contingency Funding.

General Fund Adopted Funding Sources – To balance the General Fund expenditure budget of \$96.3M,



revenues comprising of Ad Valorem Taxes (directly related to the millage rate of 7.9000), Intergovernmental Revenues, Charges for Services, Assessments, and Transfers from other funds are the funding sources Adopted for FY 2019-2020.

General Fund Revenues – General Fund revenues of \$79.7M, plus transfers from other funds of \$16.6M, totaling \$96.3M. As a result of the increase taxable values in the City the General Fund will recognize approximately \$2.5M in FY2019-20 over FY2018-2019.

Overall required revenues are down because no Fund Balance is being used to balance the budget for FY2019-2020. This is mainly due to the

potential \$3M Fire salary contract settlement for FY2019-2020.



The table to the right offers a three-year perspective on the City’s General Fund revenues. Note: Ad Valorem Taxes have increased 7.2% from FY2018-19 to FY2019-20; there is no increase in the Fire Assessment projected revenues for FY2019-20 over the prior fiscal year; Intergovernmental revenues (mainly State & County Shared Revenues and Sales Tax) have ranged between \$9.3M to \$9.8M. Transfers from Other Funds range from \$15.9M to \$16.6M, an increase of \$715K, from FY2018-19 to FY2019-20. Utilization of Fund Balance in the amount of \$1,286,655 is required for FY 2019-20. Note: The CRA’s TIF increments are expected to increase from \$7.8M to \$8.7M. (see table above for all previously referenced amounts).

GENERAL FUND-REVENUE SNAPSHOT	2017-18 ACTUAL REVENUE	2018-19 AMENDED REVENUE	2019-20 ADOPTED REVENUE
Taxes			
Ad Valorem Taxes	\$ 41,188,352	\$ 44,146,986	\$ 47,501,603
Less TIF Taxes to CRA	(7,336,119)	(7,816,311)	(8,693,724)
Franchise Taxes	4,715,685	4,915,000	4,720,000
Total Taxes	38,567,918	41,245,675	43,527,879
Fire Assessment	6,859,493	6,589,000	6,689,000
Licenses & Permits	5,415,363	4,937,000	4,898,500
Intergovernmental Revenue	9,457,729	9,386,663	9,880,382
Charges for Services	7,190,139	7,921,388	8,032,560
Fines & Forfeitures	266,310	423,000	420,000
Rental Income	437,647	363,800	370,800
Investment Income	75,328	65,000	163,000
Miscellaneous Revenue	2,926,324	4,265,500	4,448,000
Total Revenues	71,196,251	75,197,226	78,430,121
Transfers from Other Funds	15,067,850	15,927,000	16,642,000
Fund Balance (Increase) Decrease	412,594	18,175	1,286,655
Total Revenues & Transfers	\$ 86,676,695	\$ 91,142,201	\$ 96,358,776

The table below provides information on the City taxable values and millage rates over a five-year period, currently \$6.2 billion and 7.9000, respectively.

	FY 2015-2016 Adopted	FY 2016-2017 Adopted	FY 2017-2018 Adopted	FY 2018-2019 Adopted	FY 2019-2020 Adopted
Taxable Values	\$ 4,635,365,868	\$ 5,026,864,382	\$ 5,418,555,565	\$ 5,771,231,892	\$ 6,215,203,426
% Change	9.73%	8.45%	7.79%	6.51%	7.69%
Operating Millage Rate	7.9000	7.9000	7.9000	7.9000	7.9000
Taxes Levied	\$ 36,619,390	\$ 39,712,237	\$ 42,806,589	\$ 45,592,732	\$ 49,100,107
Less Discounts	\$ (1,281,679)	\$ (1,389,928)	\$ (1,348,231)	\$ (1,445,746)	\$ (1,598,504)
Total Taxes Received	\$ 35,337,711	\$ 38,322,309	\$ 41,458,358	\$ 44,146,986	\$ 47,501,603
Less Taxes to CRA	\$ (5,985,241)	\$ (6,682,137)	\$ (7,360,831)	\$ (7,816,311)	\$ (8,693,724)
Net City Taxes	\$ 29,352,470	\$ 31,640,172	\$ 34,097,527	\$ 36,330,675	\$ 38,807,879
Change From Prior Year	\$ 2,335,116	\$ 2,287,702	\$ 2,457,355	\$ 2,233,148	\$ 2,477,204
% Change	8.64%	7.79%	7.77%	6.55%	6.82%

The City’s long-range financial outlook is one of stability over the next 2 to 3 years. Our estimates for revenues and expenditures are projected between 3% to 5% annual growth rate in certain areas. This is manageable due to the City’s five years of taxable growth averaging at 8%.

Financial snapshot with three-year comparison of expenditures for all Funds (table below). Brief overview of major budgetary changes between FY 2018-19 and FY 2019-2020 are as follows:

General Fund: The increase of \$5,216,575 is due mainly to Union contract negotiations and other personnel adjustments.

Water & Sewer Fund: The increase of \$2,231,666 is related to an increase in the Utility contingency and transfer to the General Fund.

Utility and General CIP Fund: The reason for the \$22,439,503 decrease is due to the completion of Town Square infrastructure projects and the District Energy Plant.

CLASSIFICATION	2017-18 ACTUAL REVENUE	2018-19 AMENDED REVENUE	2019-20 ADOPTED REVENUE
GENERAL FUND	\$ 86,676,695	\$ 91,142,201	\$ 96,358,776
WATER & SEWER FUND	52,616,020	48,708,104	\$ 50,939,770
UTILITY (CIP)	8,302,522	48,671,003	26,231,500
SOLID WASTE FUND	10,689,702	11,077,993	\$ 11,389,923
GENERAL GOVT (CIP)	3,265,762	25,667,154	8,406,593
PUBLIC SERVICE TAX DS	9,467,520	10,200,000	\$ 10,200,000
FLEET FUND	11,118,451	10,500,518	\$ 8,962,586
GOLF COURSE FUND	1,616,546	1,757,244	\$ 2,199,465
SELF INSURANCE FUND	5,517,981	5,618,740	\$ 6,119,866
LOCAL OPTION GAS TAX FUND	1,300,000	1,301,150	\$ 1,301,150
OTHER FUNDS	2,745,920	3,527,772	\$ 3,908,501
TOTAL -- ALL FUNDS	\$ 193,317,119	\$ 258,171,879	\$ 226,018,130

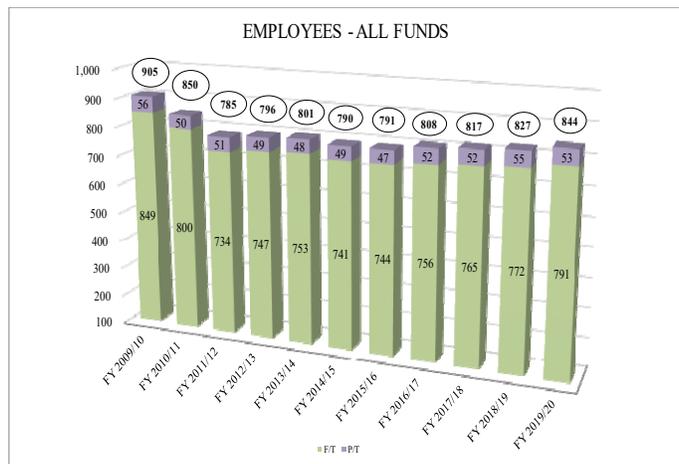
Solid Waste Funds: The budget increase of \$311,930 reflects new personnel and operating costs.

Self Insurance/Risk Fund: The budget increase of \$501,126 is related to the increased premiums.



CHANGES IN PERSONNEL: The Adopted FY2019-2020 Budget represent a total net increase of 16.96 positions citywide with a total employee for full-time and part-time count of 844.

	<u>Actual</u>	<u>Amended</u>	<u>Adopted</u>
GENERAL FUND	578.14	580.94	594.19
UTILITY FUND	134.25	138.25	142.25
GOLF FUND	21.00	21.00	21.00
GRANTS FUND	1.00	1.00	1.00
SOLID WASTE	44.30	46.30	47.30
FLEET MAINTENANCE	12.00	12.00	16.00
TRAFFIC FUND	3.00	3.00	3.00
RECREATION REVENUE FUND	7.99	7.99	2.70
MATERIALS & DISTRIBUTION	5.00	5.00	6.00
COMMUNITY IMPROVEMENTS	2.10	2.10	2.10
PUBLIC ARTS	1.00	1.50	1.50
SELF INSURANCE	4.50	4.50	4.50
CEMETERY FUND	3.00	3.00	2.00
TOTAL ALL FUNDS:	817.28	826.58	843.54
Total Increase (Decrease)		9.30	16.96
Percentage Change		1.14%	2.05%



I appreciate the assistance of the Budget Review Team which includes the late Tim Howard, Assistant City Manager, Anthony Davidson, Budget Manager and Mara Frederiksen, Finance Director. Also, I would like to acknowledge the Executive Team and the Commission, for their hard work and assistance during this phase of the budget cycle.

Respectfully submitted,
Lori LaVerriere
 Lori LaVerriere
 City Manager



America's Gateway to the Gulfstream



UTILIZING THE DOCUMENT

In order to assist the reader in their review of the Budget document and obtaining information, several specific financial devices, such as graphs, charts, and tables have been utilized. The reader may obtain information at three separate levels: City, fund, and department.

A City level summary of the most important information coupled with comparative data has been included on the following pages, 3-2 to 3-33.

- City Organizational Chart
- Senior Management Team
- Budget Calendar
- Financial Policies Overview
- Fund Definitions
- Budget & Accounting Process
- Revenue Criteria
- Revenue & Expenditure Charts and Schedules
- Personnel Data
- Outstanding Debt with Policy
- Operating Capital Requests

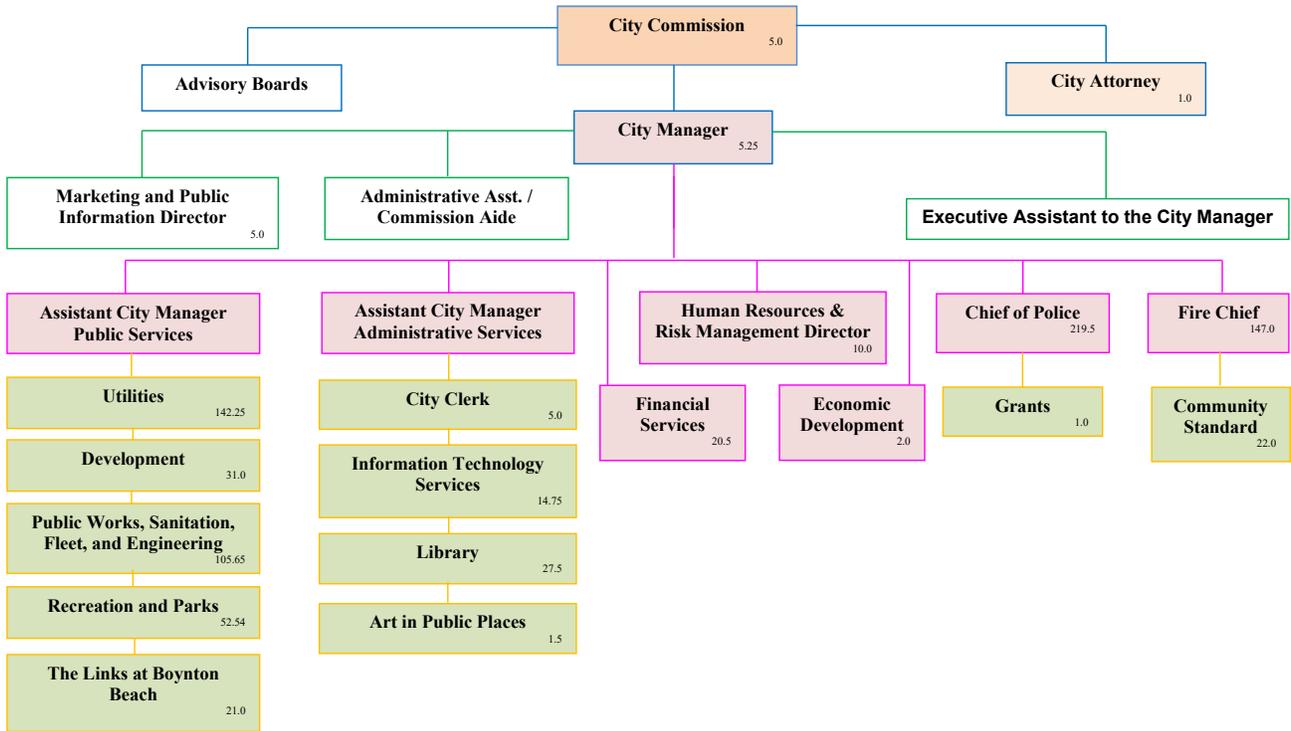
Most of the Budget document has been divided into sections with a separate fund (the Table of Contents designates the order and detail of these funds). The fund balance summary plus the estimated revenues and expenditures in each section provides an overview of the Fund's fiscal condition. Most funds contain department level budgetary information such as mission and goals, organizational charts, personnel allocation data, performance measures, and departmental expenditures on a line-item basis.

Note: The City Manager's Transmittal Letter provides an overview of the main strategic initiatives/concerns and actions to be taken for the upcoming fiscal year. Other important information provided in the transmittal letter includes

- City's Financial Overview (Revenue and Expenditures)
- Discussion or illustration of the Millage and Rollback Tax Rates
- Discussion or illustration of the adopted budget for all funds
- Snapshot of the changes in personnel



ORGANIZATIONAL CHART





Senior Management Team

Lori LaVerriere

City Manager

Colin Groff and Tim Howard

Assistant City Managers

Eleanor Krusell

Director, Public Communications & Marketing

Mara Frederiksen

Finance Director

Andrew Mack

Public Works Director

Michael Rumpf

Development Services Director

Julie Oldbury

Human Resources Director

Glenn Joseph

Fire Chief

Michael Gregory

Police Chief

Joseph Paterniti

Utility Director

Wally Majors

Recreation & Parks Director

John McNally

Information Technology Services Director

David Scott

Economic Development Director



FY 2019/2020 Budget & Fire Assessment Calendar

Friday, Feb 22, 2019	Open	Distribute forms for Vehicle requests, Personnel requests, Technology requests, and Grant Funds to the departments.
Friday, Feb 22, 2019	1:30 pm	Distribute Capital Improvement Program forms to the CIP Committee & the Utility department.
March, 1, 2019	5:00 pm	Deadline for Vehicle requests, Personnel requests, Technology requests, Grant Fund forms and CIP forms to be submitted to Finance . Finance will forward to the reviewing department.
Week of Feb 25 to March 1, 2019	Open	Distribute Budget materials to all departments. Cost Allocations will be available by March 15.
Thursday, March 14, 2019	5:00 pm	Complete first draft of FY 2019-20 CIP
Tuesday, April 2, 2019	5:00 pm	Deadline for recommendations from Fleet Maintenance, I.T.S. and Grants Team to Finance
Thursday, April 4, 2019	5:00 pm	Departments final day of Operating budget data entry & Revenue Projections
Friday, April 5, 2019	11am	2019 Non Ad Valorem Meeting (+2019 Tax Calendar) by Property Appraiser's Office
Friday, April 26, 2019	PM	Deadline for recommendations from Human Resources. General Indication of Property Taxable Values from Property Appraiser
Friday, May 24, 2019	PM	Estimated Property Taxable Values received from Palm Beach County
Monday - Friday May 28 - 31, 2019	TBD	Budget Review Team meets with departments to review Operating & CIP budgets and goals. Verify any of the CM's personnel modifications with Human Resources.
Monday, July 1, 2019	PM	Truth In Millage (TRIM) process begins - Preliminary Property Taxable Values to be sent from Palm Beach County Property Appraiser on June 28th
Friday, July 5, 2019		Budget Transmission to City Commission (PAPA's Preliminary Tax Roll certified to DOR)
Monday, July 15, 2019	5pm-8pm	<u>Budget Workshops – Intracoastal Park Clubhouse</u> Discuss Proposed FY19/20 Operating & CIP Budget presented to City Commission
Tuesday, July 16, 2019	10am-6pm	Continue to discuss FY19/20 Proposed Budget & Adopt Preliminary Fire Assessment Resolution
Wednesday July 17, 2019	2pm-5pm	Special Commission Budget Meeting for Adoption of Tentative Millage Rate
Week of July 19-26, 2019		<ol style="list-style-type: none"> 1. Advise Property Appraiser of Preliminary Fire Assessment Rate and Fire Assessment adoption hearing date (Tuesday, September 10, 2019) 2. Proposed Millage, rolled-back rate, date, time and meeting place of the tentative budget hearing on Form DR-420 by Friday, July 26, 2019, Certify via eTRIM 3. GSG to provide Property Appraiser with City's Fire Assessment Roll for TRIM (on 7/19/19)
Monday, August 19, 2019		Advertise Notice of Public Hearing for Annual Fire Assessment Resolution (Tuesday, September 10) (City Clerk/City Mgr. action) Note: Statutorily required before August 19, 2019, Trim notice mailing
Monday, August 19, 2019		Mail statutorily required First Class Notices to affected property owners. (GSG action) Note: Statutorily required before August 19, 2019, Trim notice mailing
Thursday, September 5, 2019	6:30pm	1st Budget Public Hearing to adopt Proposed Budget (must be 65 days after July 1st) <u>After 9/2/19, date cannot coincide with School Board (9/4/19) or County (9/3/19) meeting dates.</u>
Tuesday, September 10, 2019	6:00pm	Public Hearing at adopt the Final FY 19/20 Annual Fire Assessment Resolution <u>Note: Date cannot coincide with School Board (N/A) or County (9/16/19) meeting dates.</u>
Friday, September 13, 2019		Advertise final millage and budget hearing in newspaper for Saturday (within 15 days after 1st Public Hearing). Start summary on 9/9/19. City certifies Final Non-Ad Valorem Assessment Roll to Palm Beach County Tax Collector
Tuesday, September 17, 2019	6:30pm	2nd Budget Public Hearing and Final Adoption of FY 19/20 Budget (within 2 to 5 days after Ad) <u>Note: Date may not coincide with County (9/16/19) meeting date.</u>
Friday, September 20, 2019		Submit resolution/ordinance adopting final millage rate to Property Appraiser, Tax Collector, and Department of Revenue within 3 days of adopting final millage rate.
Thursday, October 17, 2019		Submit completed TRIM package to DOR within 30 calendar days following adopting final millage rate with Form DR-487, Certificate of Compliance.



FINANCIAL POLICIES OVERVIEW

The following policies establish the basis for the City's overall financial planning and management. These policies show the citizens, the commercial investors, and the credit rating industry the City's commitment to sound financial management and fiscal integrity.

Internal Control Environment Goals

1. Protect the assets of the City through an adequate system of internal controls.
2. Maintain the financial viability of the City in order to ensure adequate levels of City services.
3. Maintain financial flexibility in order to continually adapt to economic and demographic changes.
4. Maintain and enhance infrastructure to provide for the health, safety and welfare of the City's citizens.
5. Report to the Citizens, State and Federal Governments, and creditors on the financial operations.

Balanced Budget

The Budget shall be balanced with *"The amount available from taxation and other sources, including balances brought forward from prior fiscal years, must equal the total appropriations for expenditures and reserves. At a minimum, the adopted budget must show for each fund, as required by law and sound financial practices, budgeted revenues and expenditures by organizational unit which are at least at the level of detail required for the annual financial report under s. 218.32(1). The adopted budget must regulate expenditures of the municipality, and an officer of a municipal government may not expend or contract for expenditures in any fiscal year except pursuant to the adopted budget."* as discussed in Florida Statutes Chapter 166.241(2). The department of Financial Services will annually produce a balanced budget document for all funds and provide monthly updates for the major funds in the City.

Budget Transfer/Amendment Policy

1. Transfers requested within a expenditure category and/or between divisions within the same department, or between activity codes within the same department require approval by the Finance Department and City Manager. Budget transfers that affect more than one fund require Commission approval.
2. Appropriations related to prior year non-operating encumbrances and capital projects not completed will be submitted to the City Commission as a budget amendment

Asset Policy

The City will maintain an inventory of all assets with a value in excess of \$750 having an estimated life of more than one year. At a department's request, an asset will be disposed of when that asset is no longer functioning or has reached its replacement cycle. The City policy is in-line with Florida Administrative Code Chapter 69I-73 and Florida Statutes Chapter 274.02.

Investment Policy

This policy sets forth the investment objectives and parameters for the management of public funds of the City of Boynton Beach, Florida. These policies are designed to ensure the prudent management of public funds (safety), the availability of operating and capital funds (liquidity) and a competitive return on investment (yield). This investment policy applies to the investment of public funds in excess of amounts needed to meet current expenses, which includes cash and investment balances. The City staff and Commission will annually review its Investment Policy and offer guidance for staff and any investment managers hired by the City. The policy will comply with the requirements of Chapter 218.415 Florida Statutes.



Fund Balance Policy

Fund balance is the difference between assets and liabilities reported in a governmental fund. The City’s minimum fund balance reserve policy is to maintain 10% of the following year’s budgeted expenditures. The reserve is required to compensate for short term revenue shortfall and unforeseen emergency.

Revenue Policy

1. The City staff will review revenue projections on an annual basis.
2. The City Commission will establish the City’s budget priorities based upon the revenue estimates and expenditure guidelines.
3. The total estimated revenues/sources (including balances brought forward) shall equal the total appropriations and reserves in accordance with Florida Statutes Chapters 166 and 200
4. The City will strive to develop or identify a diversified and stable revenue system.

Grants Management Policy

1. Departments are responsible for grant forecasting and identifying matching funds when preparing the fiscal year budget.
2. Grants Navigator, a software solution for grant research and grant management, will be used city-wide to provide an effective means to define projects, analyze funding sources, implement grant funded projects, generate required reports and provide centralized record keeping for audit purposes.

Appropriation/Expenditure Policy

1. Appropriations will be made at the major expenditure category: personnel services, operating expense, capital outlay, debt service, grants and aids, and non-operating expenses.
2. Operating expenditures should not exceed current operating revenues.
3. Position Control will be maintained by the Human Resources Department and the Finance Department.

Capital Management Policy

The Capital Improvement Program (CIP) shall consist of projects/equipment with a cost estimate of at least \$5,000 and an asset life of at least five (5) years. A CIP project may involve new construction or renovation to the City infrastructure, acquiring major equipment, and technology. All CIP projects must identify a possible source of funding before Commission approval.

Debt Management Policy

Debt management policies are intended to provide a comprehensive and viable plan which recognizes the capital improvement needs of the City as well as the taxpayers’ ability to pay while taking into account existing legal, economic, financial, and debt market considerations. The City of Boynton Beach shall establish as a maximum cap for long-term general obligation debt, ten percent (10%) of the total assessed value of both real and personal property within the City limits. This cap shall be adjusted annually to reflect the annual changes in the assessed value. There shall be no limitation on the use of revenue bonds as a percent of total debt service of the City. (Also, see page 3-34)

Performance Measurement Policy

The City requires all departments to establish performance measures aligned with the services being offered and the Strategic Plan of the City of Boynton Beach. The performance measures should be reviewed by departments at least quarterly or semi-annually. The performance measures will be published in the City’s Adopted Budget Book. Performance measures will directly hold City staff and management accountable, foster transparency, and identify areas for improvement.



BRIEF EXPLANATION OF FUNDS

In accordance with generally accepted governmental accounting, auditing, and financial reporting principles, this document is organized by funds in the following manner:

- | | |
|--|--|
| <ul style="list-style-type: none"> - GENERAL FUND (001) | <ul style="list-style-type: none"> - SPECIAL REVENUE FUNDS Traffic Safety Fund (103) Local Option Gas Tax Fund (104) Community Improvements Fund (122) Public Arts Fund (151) Recreation Program Revenue Fund (172) Cemetery Funds (631 & 632) |
| <ul style="list-style-type: none"> - ENTERPRISE FUNDS Utilities Fund (401) Solid Waste Fund (431) Golf Course Fund (411) | <ul style="list-style-type: none"> - DEBT SERVICE FUNDS Public Service Tax Fund (207) |
| <ul style="list-style-type: none"> - INTERNAL SERVICE FUNDS Fleet Maintenance Fund (501) Self-Insurance Fund (522) Materials & Distribution Fund(502) | <ul style="list-style-type: none"> - CAPITAL PROJECTS FUND Parks & Rec Trust Fund (141) General Government Fund (302) Local Gov't Surtax Cap Fund (303) Utility Project Funds (403 & 404) |

GENERAL FUND: The General Fund serves as the primary operating fund of the City. The fund accounts for all financial transactions not accounted for in another fund. Revenue is derived primarily from property taxes, state and federal distributions and other intergovernmental revenue.

ENTERPRISE FUNDS: The enterprise funds report operations that provide services primarily to the public which are financed primarily by user charges, or activities where periodic measurement of net income is appropriate for capital maintenance, public policy, management control or other purposes.

Utilities Fund accounts for the construction, operation and maintenance of the Water Department and the City's share of the Regional Wastewater Treatment Plant.

Solid Waste Fund accounts for the operation, maintenance, and replacement of the sanitation fleet and the supporting functions enabling the City to collect all refuse and trash on a regular basis.

Golf Course Fund accounts for the construction, operation and maintenance of the Municipal Golf Course.



INTERNAL SERVICE FUNDS: Internal service funds are established to finance and account for services and commodities furnished by a designated department of the City to other departments of the City. Boynton Beach operates three (3) internal service funds; Fleet Maintenance, Warehouse and Self-Insurance.

Fleet Maintenance Fund accounts for the operation, maintenance and replacement of all motor vehicles and heavy equipment pieces within the City fleet. The funds charges individual departments for (a) operations and maintenance of the vehicles and equipment and (b) a prefunding charge (depreciation) to replace the vehicle at the end of its useful life.

Self-Insurance Fund accounts for all insurance for property, workers' compensation, general and automotive liability claims.

Warehouse Fund accounts for the inventory and disbursement of supplies purchased in bulk. All using departments are charged based on the relative cost of the supplies purchased.

SPECIAL REVENUE FUNDS: These funds account for specific governmental revenue (other than special assessments and major capital projects) requiring separate accounting because of legal or regulatory provisions or administrative action.

Traffic Safety Fund accounts for the operations of the red light camera program in the City.

Local Option Gas Tax Fund - This fund was created during the 1983-84 Fiscal Year as a result of an Interlocal Agreement between Palm Beach County and local municipalities for the distribution of gas tax revenue. Expenditure of these funds is to be used for road improvements.

Community Improvements Fund accounts for those funds designated for housing improvement programs.

Public Arts Fund - accounts for all funds collected pursuant to Ordinance 05-060 enacted to enhance the City's heritage, diversity, and character through public artworks integrated in the architecture, infrastructure and landscape.

Recreation Program Revenue Fund accounts for all self-supporting recreational programs.

Cemetery Fund accounts for the operations of the City's cemeteries.

DEBT SERVICE FUND:

This fund accounts for the accumulation of resources for and the payment of general long-term debt principal and interest. **Public Service Tax Debt Service Fund** accounts for the debt service on the City's Public Service Tax Bonds.

CAPITAL PROJECT FUNDS: These funds account for the renovation or acquisition or construction of major capital facilities other than those financed by proprietary fund operations and special assessments.

Parks & Recreational Facilities Fund is used for the acquisition or development of City park and recreational land. The revenues are generated by fees collected from developers.



BUDGETS AND THE BUDGETING PROCESS

The City follows these procedures in establishing the budgetary data reflected in the financial/budget documents:

- The distribution of documents to initiate the fiscal year's budget process begins in February. Proposed budget information is gathered, entered in the financial systems, and various departments provide justification for the requested budget for the upcoming fiscal year.
- During the first week of July, the City Manager submits to the City Commission a tentative budget for consideration and approval. The budget is available to the public at this time.
- Informal budget workshops are held by the City Commission to review the proposed budget and to obtain public comment. (July 15 - 17)
- The City advises the Palm Beach County Property Appraiser & Department of Revenue of the proposed millage rate, the rolled-back millage rate, and the day, time and place of the public hearing for budget acceptance. (No later than the week of July 19, 2019)
- The public hearings are held to obtain final taxpayer input and to adopt the final budget. (Two Commission meetings in September)
- The budget and related millage rates are legally enacted annually by passage of an ordinance at the second Commission meeting in September
- The adopted budget must be balanced, where revenues equal all appropriations
- Within 30 days after the Commission meeting (final public hearing) on the budget the final steps in the TRIM compliance process should occur

Minimum Fund Balance Reserve: The City's reserve policy is to maintain a reserve of 10% of the following year's budgeted expenditures to compensate for short term revenue shortfall and unforeseen emergency.

For budgetary purposes, current year encumbrances are treated as expenditures and any unencumbered budgetary appropriations lapse at fiscal year-end. Changes or amendments to the total budgeted expenditures of the City or a department must be approved by the City Commission; however, changes within a department which do not affect the department's total expenditures may be approved at the administrative level. Expenditures may not legally exceed budgetary appropriations for the fund in total, although individual department's expenditures may exceed a department's budget. All Funds except Capital Funds unencumbered and unexpended appropriations lapse at fiscal year-end.

The reported budgetary data represents the final appropriated budget after amendments adopted by the City Commission. Appropriated budgets have been legally adopted for the General Fund, the Local Option Gas Tax Fund, Recreation Program Revenue Fund, Community Improvements Fund (special revenue funds), the Public Services Tax Debt Service Fund, the Capital Improvements Fund (capital projects funds) and the Parks and Recreation Facilities Fund (a capital improvement fund) on the same modified-accrual basis used to reflect actual revenue and expenditures, except that for budgetary purposes, current year encumbrances are treated as expenditures.

Appropriated budgets are also prepared and adopted for the Water and Sewer Fund, Solid Waste Fund, Golf Course Fund, Fleet Maintenance Fund, Self-Insurance Fund, Warehouse and Cemetery Fund.

Budget Transfer/Amendment Policy: Transfers requested within a major expenditure category and/or between divisions within the same department, or between activity codes within the same department but not across funds require approval by the Finance Department and City Manager. Budget transfers and/or amendments that affect more than one fund require Commission approval.



ACCOUNTING SYSTEM AND BUDGETARY CONTROL

The City's accounting records for General, Special Revenue, Debt Service, Capital Projects and certain Trust Funds are maintained on a modified-accrual basis with revenue being recognized when it becomes measurable and available, while expenditures are recorded at the time liabilities are incurred. Accounting records for the Proprietary and Pension Trust Funds are maintained on a full-accrual basis.

In developing and evaluating the City's accounting system, consideration is given to the adequacy of the internal accounting controls. Internal accounting controls are designed to provide reasonable, but not absolute assurances regarding:

1. Safeguarding of assets against loss from unauthorized use or disposition.
2. Reliability of financial records for preparing financial statement and maintain accountability for assets.

The concept of reasonable assurance recognizes that:

1. The cost of control should not exceed the benefits likely to be derived.
2. The valuation of costs and benefits requires estimates and judgments by management.

All internal control evaluations occur within the above framework. We believe that the City's internal accounting controls adequately safeguard assets and provide reasonable assurance of the proper recording of financial transactions

The encumbrance system for budgetary control is utilized. Budgetary reports are issued and reviewed on a monthly basis. Open encumbrances are reported as reservations of fund balance at the end of the fiscal year.

Minimum Fund Balance Reserve: The City's reserve policy is to maintain a reserve of 10% of the following year's budgeted expenditures to compensate for short term revenue shortfall and unforeseen emergency.



DEPARTMENT and FUND RELATIONSHIP

DEPARTMENT	GENERAL FUND	UTILITY FUNDS	SOLID WASTE FUNDS	GOLF FUNDS	SPECIAL REVENUE FUNDS	DEBT SERVICE FUNDS	CAPITAL PROJECTS FUNDS	INTERNAL SERVICE FUNDS
City Commission	√							
City Manager	√	√	√	√			√	√
City Hall	√							
Marketing/Communications	√							
Special Events	√							
Town Square Project	√	√					√	
City Clerk	√	√	√	√				
Finance	√	√	√				√	
ITS	√	√	√					
Human Resources	√	√	√	√				√
City Attorney	√	√	√					
Police - Uniform	√							
Police - Admin	√							
Police - Support Services	√							
Fire	√							
Community Standard	√							
Emergency Mgmt. (EOC)	√							
Develop SS	√	√					√	
Building	√	√						
Economic Development	√							
Business Tax	√							
Planning & Zoning	√	√						
Public Works	√		√			√	√	
Engineering	√	√				√		
Streets Maintenance	√		√		√	√	√	
Parks & Grounds	√						√	
Library	√							
School Museum Services	√							
Recreation	√				√		√	
Parks Maint	√						√	
Water & Sewer Departments		√						
Golf Administration & Maintenance				√				
Traffic Safety Fund					√			
Community Improvements Fund					√			
Parks & Rec Trust Fund							√	
Public Arts Fund					√			
Recreation Program Revenue Fund					√			
Public Service Tax Fund						√		
Fleet Maintenance Fund								√
Warehouse Fund								√
Risk Mgmt (Self Insurance)								√
Cemetery Fund					√			



REVENUE ESTIMATES

The established Revenue criterion utilizes a conservative approach based on historical trends, current data, staff input, and various analyses. Additionally, specific operational information is gathering from different internal and external experts to aid the revenue forecasting process.

GENERAL FUND:

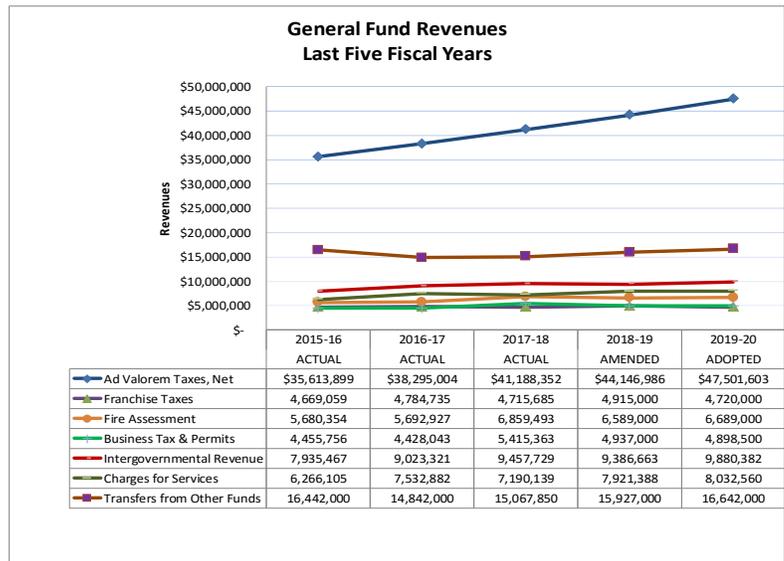
Current Ad Valorem Taxes are levied against real & personal property taxable value received from the property appraiser and millage rate established by the City Commission. Discounts are budgeted at 3.50% of Ad Valorem Taxes. As the major source of revenues for the General Fund, the reported gross Ad Valorem Taxes, in the table to the right, reflects an average of over 6.7% growth in the last five years. For FY2019-20, the gross Ad Valorem Taxes of \$47.5 is 49.3% of the total general fund revenues of \$96.3M.

Both the Franchise/Utility Taxes are based on projected revenues received from the utility company, mainly based on historical data and population growth from Florida Power & Light. Franchise rates and estimates vary according to individual Franchise agreements with Florida Power & Light, Florida Public Utilities, and two towing companies. From FY 2015-16 to FY 2019-20, Franchise Taxes have ranged from \$4.6 to \$4.7M.

The Fire Assessment rate for FY2019-20 is \$120 per residential dwelling (no change from FY2018-19) and commercial property is based on a square footage rate schedule. The adopted budget for FY2019-20 is \$6.6M, 7% of the total general fund revenue.

Business Taxes & Permits revenues, \$4.9M, are determined via trend analysis, the number of established businesses, building development activity, all in conjunction with the Building Department staff. This type of revenue represents 5.1% of the total budget of \$96.3M.

Intergovernmental Revenue for FY2019-20 is budgeted at \$9.8M. The main components of intergovernmental revenue comprise of State Shared and County Shared Revenues, for FY2019-20 budgeted at \$9.4M and \$.47M, respectively. The budgets are driven by projections received from the State of Florida and analyses from City staff.



Other types of FY2019-20 intergovernmental revenues include Palm Beach County Court (Moving Violations/Traffic Tickets) budgeted at \$75K reduced from \$125K in FY2018-19, Palm Beach Occupational Licenses budget at \$180K increased from \$100K in FY2018-19, Mobile Home Licenses which yields annual revenues of \$50K, and Alcoholic Beverage Licenses returns on average \$55K. The budgets are established based on historical data and trend analysis (within a projection range of 2% to 3%).

Charges for Services revenues included but not limited to Inter-Government Fire Service Contracts, \$2.2M, ALS Transport Services, \$3.4M, Police Special Detail, \$500K, and Tax Searches, \$360K.



REVENUE ESTIMATES (continued)

Fines & Forfeitures revenues for FY2019-20 are budgeted at \$420K. These revenues are generated from library fines, code enforcement fines, police parking fines, and false alarm fines (determined by historical data and trend analysis).

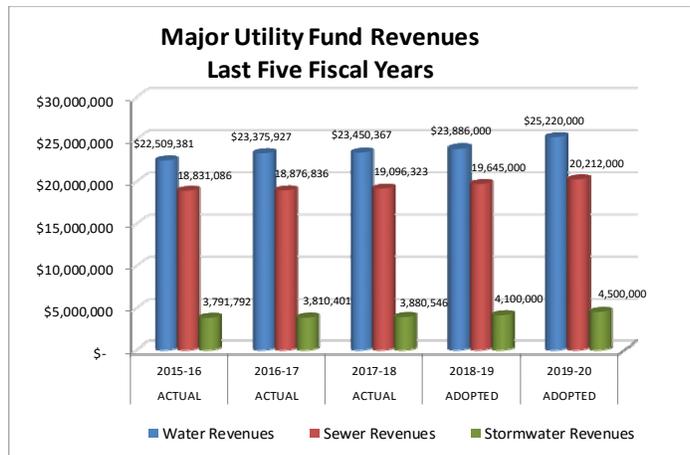
Investment Income projection in today’s investment environment is based on cash-flow analysis and current interest rates. For FY2019-20, the interest income budget has been established at \$163,000 compared to \$65,000 in the prior year.

Interfund Transfers over the last 3 years have averaged slightly over \$15.2M, for FY2019-20 the adopted budget is \$15.9M, and the transfers are approved by City Commission. These transfers are based on cost of providing various inter-department/fund services.

Most of the revenues are based on the use of the consumer price index data, historical data, demand for services, population growth, scenario & trend analysis with departmental projections

UTILITIES FUND:

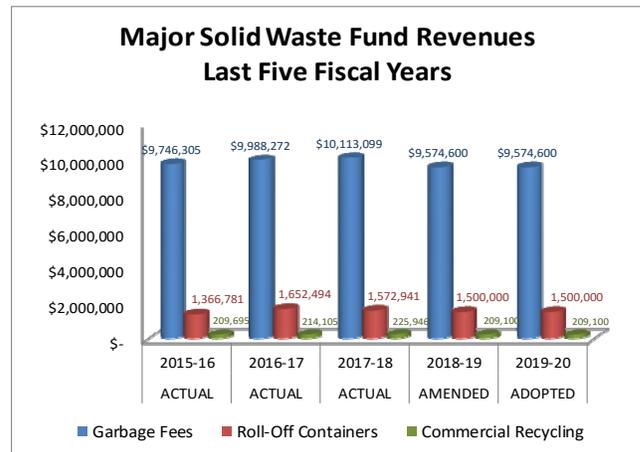
The three major revenue categories within the Utility Fund are water, sewer, and storm-water. These revenues are determined based on historical data, the existing and projected users, billing trend analysis, and a Commission approved fee schedule. Water revenues reflect a 2.1% annual increase over five fiscal years from FY2015-16, \$22.5M, to FY2019-20, \$25.2M. Sewer revenues from FY2015-16 to FY2019-20 averages \$19.3M. Storm-water revenues for FY2019-20 are \$4.5M compared to FY2018-19 budget of \$4.1M.



The Earnings on Investments (not shown in chart) budget for FY2019-20 and FY2018-19 is \$35,000, in FY2017-18 actuals income was \$22K. The budget was established based on cash balance analysis and current interest rate market.

SOLID WASTE FUND:

Revenue projections for Solid Waste services are based on historical data trend analysis plus projection of number of new customers. The Single family residential rate is \$17.50 per month; multi-family residential rate is \$14.25 per month. Commercial users are charged according to a fee schedule. Garbage Fee revenues are budgeted at \$9.5M for FY2019-20.

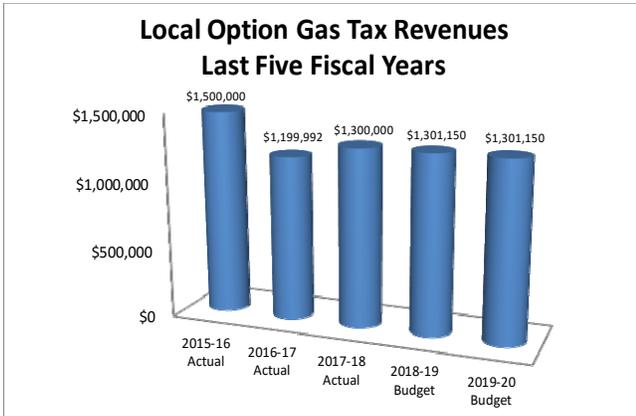


There is an annual transfer equivalent to \$10,000 from the Golf Course Fund for garbage collection.



REVENUE ESTIMATES (continued)

LOCAL OPTION GAS TAX FUND:

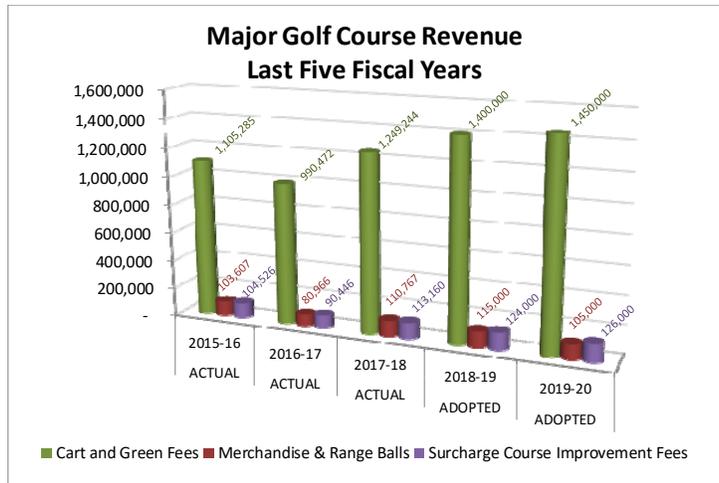


FY2019-20 Local Option Gas Tax projected revenues are based on prior year data, anticipated increases, and estimates provided by Florida Department of Revenue. For FY2019-20, the budget is \$1,301,150 that is equivalent to the previous year. The FY2017-18 actual revenues of \$1.3M.

GOLF COURSE FUND:

Golf Cart and Green Fees revenue projection are provided by the Golf Course Manager, based on number of carts used in prior year plus any anticipated growth in the number of golfers. The user rates are Commission approved, found on the seasonal fee schedule. The adopted budget for FY2019-20 was established at \$1.75M which is less than FY2018-19 in the amount of \$1.72M.

Merchandise and Range Balls estimates are based on sales from prior year plus projected revenue for new items being purchased for resale. The budget for FY2019-20 is \$105,000 (\$50K for Merchandise and \$55K for range balls) which is a conservative estimate based on similar actual projections for FY2017-18.



Surcharge for Course Improvement Fees are determined by the Golf Course Manager based on the number of golfers. The capital improvement fee is \$2.00 per round of golf which is built into the price structure of the daily rate or annual permit. For FY2019-20 the budget has been established at \$126K based on the increase in the number of rounds projected to be played.

Annual Permit Dues have been replaced by Seasonal and Loyalty Dues, the Adopted Budget FY2019-20 is estimated at \$75,200 (not shown in chart). This golf revenue source is based on the current number of permit holders and trend analysis.



America's Gateway to the Gulfstream



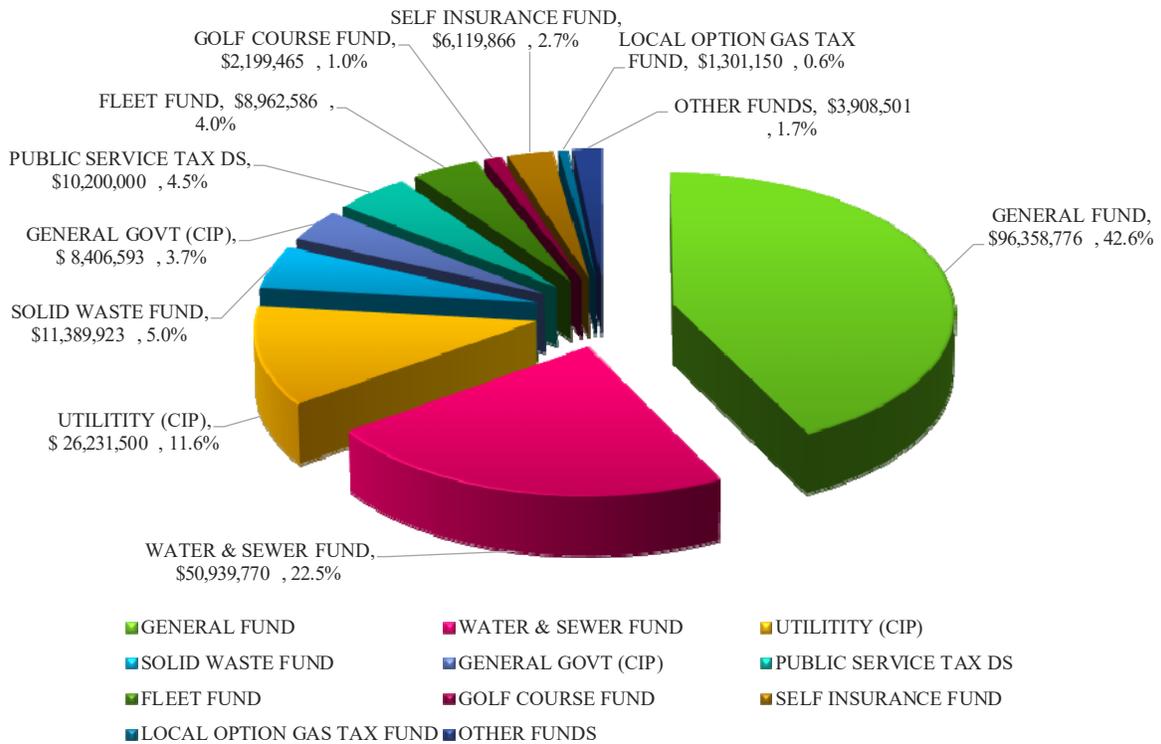
BUDGET SUMMARY for ALL FUNDS

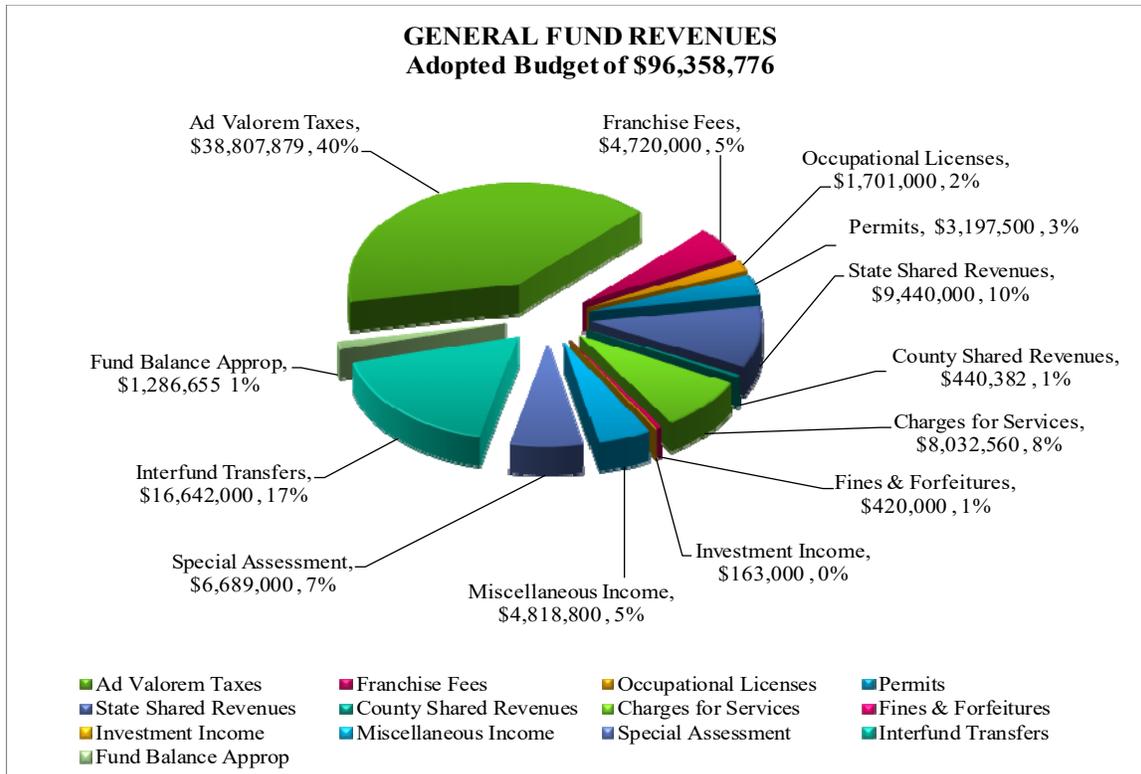
General Fund 7.9000

ESTIMATED REVENUES:	GENERAL FUND	SPECIAL REVENUE FUNDS	DEBT SERVICE FUNDS	CAPITAL PROJECTS FUNDS	ENTERPRISE FUNDS	INTERNAL SERVICE FUNDS	TOTAL ALL FUNDS
Taxes:	Millage Per \$1,000						
Ad Valorem Taxes	7.9000 \$ 47,501,603	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 47,501,603
Less CRA Tax Increment Financing	(8,693,724)	-	-	-	-	-	(8,693,724)
Franchise Taxes	4,720,000	-	-	-	-	-	4,720,000
Utility Taxes	-	-	9,855,000	-	-	-	9,855,000
Local Option Gas Tax	-	1,301,150	-	-	-	-	1,301,150
Licenses & Permits	4,898,500	-	-	-	-	-	4,898,500
Intergovernmental Revenue	9,880,382	-	-	-	-	-	9,880,382
Charges for Services	8,032,560	3,228,144	-	2,040,000	62,974,275	9,183,767	85,458,746
Fines & Forfeitures	420,000	-	-	-	-	-	420,000
Investment Earnings	163,000	35,000	1,500	66,495	45,000	10,500	321,495
Miscellaneous including Debt	4,818,800	27,700	-	-	35,815	400,000	5,282,315
Special Assessments	6,689,000	-	-	-	-	-	6,689,000
TOTAL REVENUES	78,430,121	4,591,994	9,856,500	2,106,495	63,055,090	9,594,267	167,634,467
Other Sources: Transfers In	16,642,000	20,000	-	8,065,000	10,000	5,157,370	29,894,370
Other Sources: Transfers In - Unbudgeted/Grants	-	170,000	-	-	-	-	170,000
TOTAL REVENUES & TRANSFERS IN	\$ 95,072,121	\$ 4,781,994	\$ 9,856,500	\$ 10,171,495	\$ 63,065,090	\$ 14,751,637	\$ 197,698,837
EXPENDITURES:							
General Government	\$ 22,459,991	\$ 1,240,994	\$ 8,985	\$ 3,214,229	\$ -	\$ -	\$ 26,924,199
Public Safety	59,719,540	-	-	976,325	-	-	60,695,865
Physical Environment	897,411	-	-	-	8,863,610	-	9,761,021
Transportation	3,655,445	-	-	1,430,000	-	-	5,085,445
Culture/Recreation	7,028,316	1,587,471	-	2,686,039	2,155,885	-	13,457,711
Special Projects	-	245,580	-	85,000	-	-	330,580
Water/Sewer Services	-	-	-	26,231,500	28,328,725	-	54,560,225
Internal Services	-	-	-	-	-	15,513,316	15,513,316
Debt Service	-	-	2,351,015	-	7,444,383	-	9,795,398
TOTAL EXPENDITURES	93,760,703	3,074,045	2,360,000	34,623,093	46,792,603	15,513,316	196,123,760
Transfers Out	2,598,073	1,693,557	7,840,000	15,000	17,736,555	11,185	29,894,370
TOTAL EXPENDITURES & TRANSFERS OUT	96,358,776	4,767,602	10,200,000	34,638,093	64,529,158	15,524,501	226,018,130
NET REVENUES OVER (UNDER) EXPENDITURES	(1,286,655)	14,392	(343,500)	(24,466,598)	(1,464,068)	(772,864)	(28,319,293)
BEGINNING FUND BALANCE, October 1	17,410,952	6,466,399	5,385,750	40,300,099	66,706,012	6,915,594	143,184,806
ENDING FUND BALANCE, September 30	\$ 16,124,297	\$ 6,480,791	\$ 5,042,250	\$ 15,833,501	\$ 65,241,944	\$ 6,142,730	\$ 114,865,513



**ALL FUNDS
TOTAL BUDGET of \$226,018,130**





REVENUE SUMMARY

CLASSIFICATION	2017-18 ACTUAL REVENUE	2018-19 AMENDED REVENUE	2019-20 ADOPTED REVENUE
GENERAL FUND			
TAXES			
Ad Valorem Taxes	\$ 41,188,352	\$ 44,146,986	\$ 47,501,603
Less TIF Taxes to CRA	(7,336,119)	(7,816,311)	(8,693,724)
Franchise Taxes	4,715,685	4,915,000	4,720,000
TOTAL TAXES	38,567,918	41,245,675	43,527,879
LICENSES & PERMITS	5,415,363	4,937,000	4,898,500
INTERGOVERNMENTAL REVENUE	9,457,729	9,386,663	9,880,382
CHARGES FOR SERVICES	7,190,139	7,921,388	8,032,560
FINES & FORFEITURES	266,310	423,000	420,000
INVESTMENT INCOME	75,328	65,000	163,000
MISCELLANEOUS REVENUE	3,363,971	4,629,300	4,818,800
SPECIAL ASSESSMENT	6,859,493	6,589,000	6,689,000
TRANSFERS FROM OTHER FUNDS	15,067,850	15,927,000	16,642,000
FUND BALANCE APPROPRIATED	412,594	18,175	1,286,655
TOTAL GENERAL REVENUE	\$ 86,676,695	\$ 91,142,201	\$ 96,358,776



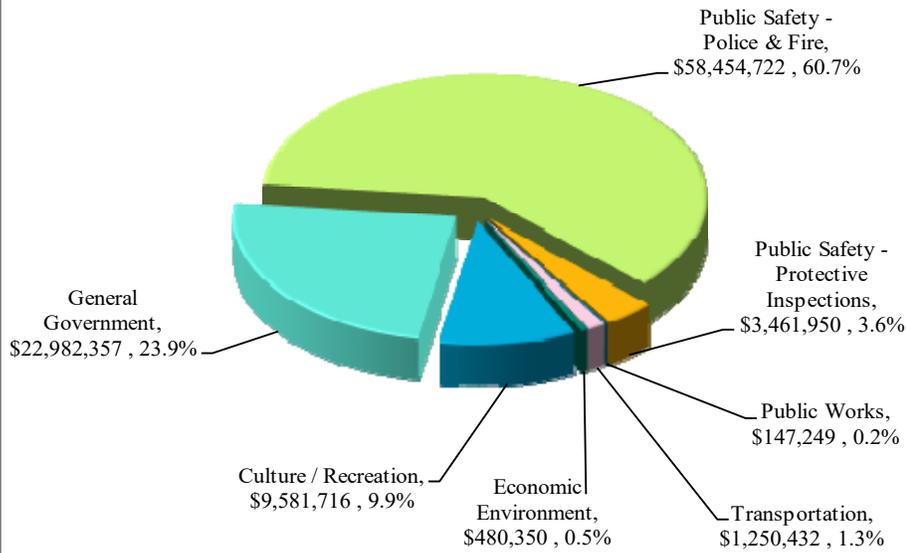
REVENUE SUMMARY

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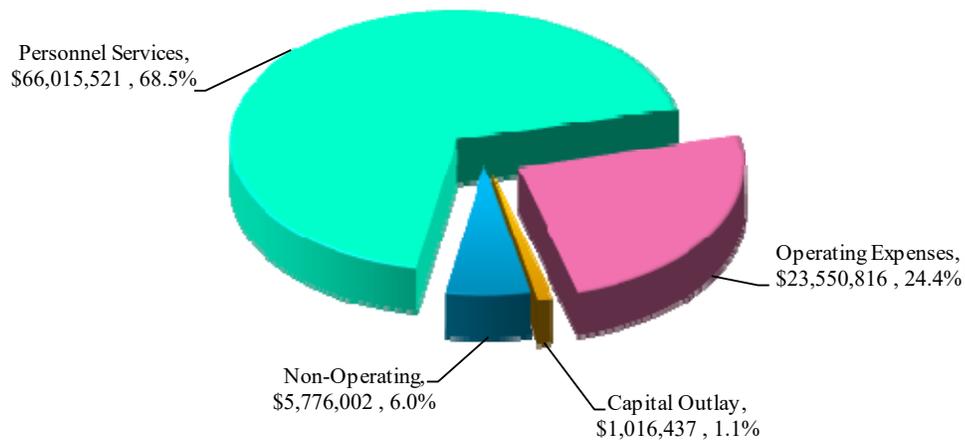
CLASSIFICATION	2017-18 ACTUAL REVENUE	2018-19 AMENDED REVENUE	2019-20 ADOPTED REVENUE
<u>ENTERPRISE FUNDS</u>			
Water Revenues	\$ 23,450,367	\$ 23,886,000	\$ 25,220,000
Sewer Revenues	19,096,323	19,645,000	20,212,000
Stormwater Revenues	3,880,546	4,100,000	4,500,000
Other Revenues	6,188,784	1,077,104	1,007,770
WATER & SEWER REVENUE	52,616,020	48,708,104	50,939,770
SOLID WASTE	10,689,702	11,077,993	11,389,923
GOLF COURSE REVENUE	1,616,546	1,757,244	2,199,465
TOTAL ENTERPRISE FUNDS	64,922,268	61,543,341	64,529,158
<u>INTERNAL SERVICE FUNDS</u>			
FLEET MAINTENANCE	11,118,451	10,500,518	8,962,586
MATERIALS & DISTRIBUTION (Warehouse)	303,474	381,778	442,049
SELF INSURANCE	5,517,981	5,618,740	6,119,866
TOTAL INTERNAL SERVICE FUNDS	16,939,906	16,501,036	15,524,501
<u>SPECIAL REVENUE FUNDS</u>			
TRAFFIC SAFETY	1,119,880	1,099,336	1,356,009
LOCAL OPTION GAS TAX	1,300,000	1,301,150	1,301,150
PUBLIC ARTS	184,967	857,918	1,091,420
COMMUNITY IMPROVEMENTS	241,997	242,011	245,580
RECREATION PROGRAM REVENUE	542,898	575,993	496,051
CEMETERY	352,704	370,736	277,392
TOTAL SPECIAL REVENUE FUNDS	3,742,446	4,447,144	4,767,602
<u>CAPITAL IMPROVEMENT PROJECTS</u>			
PARKS & RECREATION TRUST	58,353	246,067	101,067
GENERAL GOVERNMENT CIP	2,060,146	13,438,927	1,245,102
GENERAL GOVERNMENT (CIP SALES SURTAX)	1,147,263	11,982,160	7,060,424
UTILITY	8,302,522	48,671,003	26,231,500
TOTAL CAPITAL IMPROVEMENT PROJECTS	11,568,284	74,338,157	34,638,093
<u>DEBT SERVICE FUNDS</u>			
PUBLIC SERVICE TAX	9,467,520	10,200,000	10,200,000
TOTAL DEBT SERVICE FUNDS	9,467,520	10,200,000	10,200,000
TOTAL - ALL FUNDS	\$ 193,317,119	\$ 258,171,879	\$ 226,018,130



**GENERAL FUND APPROPRIATIONS
by Functions (Total of \$96,358,776)**



**GENERAL FUND APPROPRIATIONS
by Object Classifications, (Total of \$96,358,776)**





EXPENDITURE SUMMARY

CLASSIFICATION	2017-18 ACTUAL EXPENSE	2018-19 AMENDED EXPENDITURE	2019-20 ADOPTED EXPENDITURE
<u>GENERAL FUND</u>			
GENERAL GOVERNMENT	\$ 16,450,074	\$ 17,779,405	\$ 22,982,357
PUBLIC SAFETY	60,185,866	62,736,574	61,916,672
PHYSICAL ENVIRONMENT	245,203	157,875	147,249
TRANSPORTATION	1,137,100	1,200,324	1,250,432
ECONOMIC ENVIRONMENT	313,791	463,475	480,350
CULTURE/RECREATION	8,344,661	8,804,548	9,581,716
TOTAL GENERAL FUND	86,676,695	91,142,201	96,358,776
<u>ENTERPRISE FUNDS</u>			
WATER & SEWER	52,616,020	48,708,104	50,939,770
SOLID WASTE	10,689,702	11,077,993	11,389,923
GOLF COURSE	1,616,546	1,757,244	2,199,465
TOTAL ENTERPRISE FUNDS	64,922,268	61,543,341	64,529,158



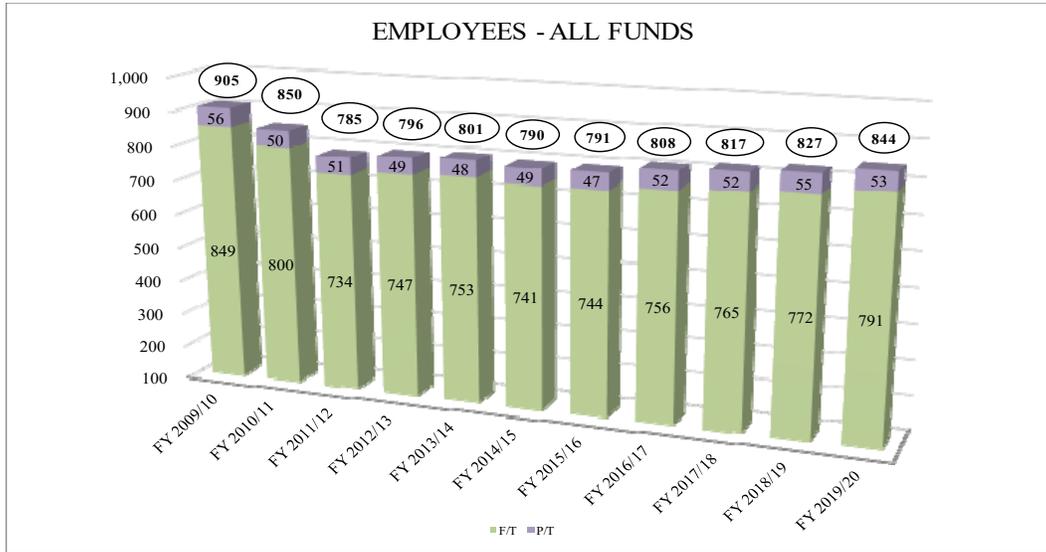
EXPENDITURE SUMMARY

(Continued)

CLASSIFICATION	2017-18 ACTUAL EXPENSE	2018-19 AMENDED EXPENDITURE	2019-20 ADOPTED EXPENDITURE
<u>INTERNAL SERVICE FUNDS</u>			
FLEET MAINTENANCE	11,118,451	10,500,518	8,962,586
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SELF INSURANCE	5,517,981	5,618,740	6,119,866
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<u>SPECIAL REVENUE FUNDS</u>			
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LOCAL OPTION GAS TAX	1,300,000	1,301,150	1,301,150
PUBLIC ARTS	184,967	857,918	1,091,420
COMMUNITY IMPROVEMENTS	241,997	242,011	245,580
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GENERAL GOVERNMENT (CIP SALES SURTAX)	1,147,263	11,982,160	7,060,424
UTILITY	8,302,522	48,671,003	26,231,500
TOTAL CAPITAL IMPROVEMENT FUNDS	11,568,284	74,338,157	34,638,093
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TOTAL DEBT SERVICE FUND	9,467,520	10,200,000	10,200,000
TOTAL -- ALL FUNDS	\$ 193,317,119	\$ 258,171,879	\$ 226,018,130



America's Gateway to the Gulfstream



PERSONNEL

FUND - DEPARTMENT	2017/18 Actual	2018/19 Amended	2019/20 Adopted	Change FY18/19 to FY19/20
GENERAL FUND				
City Commission	5.00	5.00	5.00	-
City Manager	4.75	4.75	5.25	0.50
Marketing/Communications	2.00	3.00	3.00	-
Special Events	0.00	1.50	2.00	0.50
City Clerk	5.00	5.00	5.00	-
Financial Services	14.50	14.50	14.50	-
Information Technology Services	14.75	14.75	14.75	-
Geographical Information Systems	0.00	0.00	0.00	-
Human Resources	5.50	5.50	5.50	-
City Attorney	1.00	1.00	1.00	-
Police - Uniform	108.00	111.00	116.00	5.00
Police - Administrative	24.00	19.00	19.00	-
Police - Support	78.00	82.00	81.50	(0.50)
Fire	147.00	147.00	147.00	-
Community Standards	23.00	22.00	22.00	-
Development-Support Services	13.50	14.50	14.50	-
Building	9.50	9.50	10.50	1.00
Planning and Zoning	6.00	6.00	6.00	-
Economic Development	2.00	2.00	2.00	-
Public Works	0.70	0.70	0.70	-
Engineering	5.40	5.40	5.40	-
Facilities Management	12.00	11.00	11.00	-
Streets Maintenance	5.00	5.00	4.00	(1.00)
Library	26.50	26.50	27.50	1.00
Recreation	44.79	44.09	49.84	5.75
Parks & Grounds	20.25	20.25	21.25	1.00
Total General Fund (001):	578.14	580.94	594.19	13.25



PERSONNEL (continued)

DEPARTMENT	2017/18 Amended	2018/19 Amended	2019/20 Adopted	Change FY18/19 to FY19/20
UTILITY FUND				
District Energy Plant	0.00	0.00	1.00	1.00
Water Distribution	16.00	17.00	17.00	-
Public Water System Operation	30.00	31.00	32.00	1.00
Meter Reading & Services	13.00	13.00	13.00	-
Wastewater Collection	14.00	14.50	15.50	1.00
Wastewater Lift Stations	12.00	12.00	12.00	-
Water Quality	6.00	6.00	6.00	-
Utilities Administration	9.25	11.25	14.25	3.00
Utilities Engineering	15.00	13.00	10.00	(3.00)
Stormwater Utilities	8.00	9.50	10.50	1.00
Customer Relations	11.00	11.00	11.00	-
Total Utility Fund (401)	134.25	138.25	142.25	4.00
GOLF FUND				
Golf Course Administration	10.00	10.00	10.00	-
Golf Course Maintenance	11.00	11.00	11.00	-
Total Golf Course Fund (411)	21.00	21.00	21.00	-
GRANTS FUND (105)	1.00	1.00	1.00	-
SOLID WASTE (431)	44.30	46.30	47.30	1.00
FLEET MAINTENANCE (501)	12.00	12.00	16.00	4.00
TRAFFIC FUND (103)	3.00	3.00	3.00	-
RECREATION REVENUE FUND (172)	7.99	7.99	2.70	(5.29)
MATERIALS & DISTRIBUTION (502)	5.00	5.00	6.00	1.00
COMMUNITY IMPROVEMENTS (122)	2.10	2.10	2.10	-
PUBLIC ARTS (151)	1.00	1.50	1.50	-
RISK MGMT./SELF INSURANCE (522)	4.50	4.50	4.50	-
CEMETERY FUND (631 & 632)	3.00	3.00	2.00	(1.00)
TOTAL ALL FUNDS:	817.28	826.58	843.54	16.96



PERSONNEL ADDITIONS/DELETIONS

<u>Department</u>	<u>Position</u>	<u>Proposed</u>		<u>Adopted</u>	
		<u>No.</u>	<u>Amount</u>	<u>No.</u>	<u>Amount</u>
<u>GENERAL FUND (001)</u>					
City Manager (1210)	ADA Coordinator Assistant	0.50	18,509	0.50	18,509
Special Events (1213)	Reclass PT Admin Associate to FT Events/Program s Manager	0.50	26,706	0.50	26,706
Police Uniform Services (2110)	2 Community Service Officers	2.00	90,522	2.00	90,522
	1 Police Officer (CRA)	0.00	0	1.00	99,598
	1 Community Service Officers (CRA)	0.00	0	1.00	59,001
Police Support Services (2112)	.5 Evidence Technician	0.00	0	0.50	18,762
Building (2414)	1 Plans Examiner/Inspector IV	0.00	0	1.00	97,978
Street Maintenance (2512)	Transfer of Equipment Operator to Solid Waste	(1.00)	(41,880)	(1.00)	(41,880)
Library (2610)	Librarian (Digital & Makerspace Serv)	1.00	80,383	1.00	80,383
Recreation & Parks (2710)	Various Positions	5.75	184,070	5.75	184,070
Parks & Grounds (2730)	Parks Mgr (.5 Fte) & Crew Supv (.5 Fte)	1.00	75,720	1.00	75,720
Total General Fund		9.75	\$ 434,030	13.25	\$ 709,369
<u>Utility Fund (401)</u>					
District Energy Plant	Plant Operator Maintainer	1.00	62,278	1.00	62,278
Public Water Treatment	Plant Operator Maintainer Trainee	2.00	87,201	2.00	87,201
Administration	Administrative Associate	1.00	45,691	1.00	45,691
Solid Waste Fund (431)	Equipment Operator (Transfer fr Street Maint.)	1.00	41,880	1.00	41,880
Fleet Fund (502)	Fleet Mechanic Trainee	2.00	98,513	2.00	98,513
	Fleet Mechanic Supervisor	1.00	70,224	1.00	70,224
	Mater Fleet Mechanic	1.00	66,824	1.00	66,824
Recreation Program Revenue Fund	Various positions	(5.29)	52,952	(5.29)	52,952
Materials and Distribution Fund (502)	Fleet Parts Expeditor	1.00	52,952	1.00	52,952
Cemetery Fund (631)	Parks Mgr (.5 Fte) & Crew Supv (.5 Fte)	(1.00)	(75,720)	(1.00)	(75,720)
ADDITIONS/DELETIONS - ALL FUNDS		13.46	\$ 936,825	16.96	\$ 1,212,164



America's Gateway to the Gulfstream



DEBT & DEBT SERVICE POLICY

The Comprehensive Plan of the City of Boynton Beach as adopted by the City Commission and reviewed by the State of Florida sets forth the following debt service management policy:

- Objective 9D.4 Provide a capital program that can be adequately accommodated by projected revenues or other financial resources.
- Policy 9D.4.1 Capital Improvements shall be financed, and debt shall be managed, as follows:
 - 1. Public facilities financed by enterprise funds (i.e., Utilities, potable water, sanitary sewer, solid waste, and golf course) shall be financed by:
 - a. Debt to be repaid by user fees and charges for enterprise service; or
 - b. Current assets (i.e., reserves, surpluses, and current revenue, including transfers); or
 - c. A combination of debt and current assets.
 - 2. Public facilities which are financed by non-enterprise funds (i.e., roads, stormwater management, parks, library, fire service, police protection, and government buildings) shall be financed from current assets: Revenue, equity and/or debt. Specific financing of specific capital projects shall consider which asset, or group of assets, will be most cost effective consistent with prudent asset and liability management appropriate to the useful life of the projects to be financed, and efficient use of the local government's debt capacity.
- Policy 9D.4.2 The City of Boynton Beach shall establish as a maximum cap for long-term general obligation debt, ten percent (10%) of the total assessed value of both real and personal property within the City limits. This cap shall be adjusted annually to reflect the annual changes in the assessed value. There shall be no limitation on the use of revenue bonds as a percent of total debt service of the City.
- Policy 9D.4.3 Where feasible, the City's Capital Program shall recognize specific funding sources for specific projects or project categories.

SUMMARY OF OUTSTANDING DEBT & DEBT SERVICE

Description	Debt Outstanding at September 30, 2019	Security	Fiscal Year of Retirement	FY 2019-2020			Debt Service
				Principal (Nov. 1)	Interest (Nov. 1)	Interest (May 1)	
Governmental Activities:							
Revenue Debt:							
\$24,210,000 Public Service Tax Refunding Revenue Bonds, Series 2015	\$ 17,920,000	Public Service & Communications Service Taxes	2027				\$ 2,424,013
Total Public Service Tax Debt	\$ 17,920,000						\$ 2,424,013
<i>Maximum Allowed General Obligation Debt = \$764,396,185 representing 10% of total assessed valuation for FY 2019.</i>							
Business-Type Activities							
Revenue Debt:							
\$24,400,000 Utility System Revenue Refunding Bonds, Series 2002	\$ 6,780,000	Utility Net Revenues & Impact Fees	2021	\$ 3,300,000	\$ 186,450	\$ 95,700	\$ 3,582,150
\$45,895,000 Utility System Revenue Revenue Bonds, Series 2012	\$ 43,260,000	Utility Net Revenues & Impact Fees	2037	\$ 500,000	\$ 990,431	\$ 980,431	\$ 2,470,862
\$23,000,000 Utility System Revenue Revenue Bonds, Series 2016	\$ 23,000,000	Utility Net Revenues & Impact Fees	2032	\$ -	\$ 281,750	\$ 281,750	\$ 563,500
\$11,065,000 Utility System Revenue Revenue Bonds, Series 2018	\$ 11,065,000	Utility Net Revenues & Impact Fees	2038	\$ 415,000	\$ 199,170	\$ 191,700	\$ 805,870
Total Utility System Revenue Debt	\$ 84,105,000						\$ 7,422,382
Total City Debt	\$ 102,025,000						\$ 9,846,395



America's Gateway to the Gulfstream



CAPITAL OUTLAY REQUESTS

<u>Fund/Department</u>	<u>Acct. Name</u>	<u>Item Description</u>	<u>Proposed</u>	<u>Adopted</u>
GENERAL FUND				
Marketing/Communication	Computer Software	Adobe Cloud	2,000	2,000
Special Events	Computer Equipment	Misc.	2,000	2,000
City Clerk	Furniture & Fixtures	Misc.	3,500	3,500
Financial Services	Computer Software	Budgeting Software (Gravity)	20,000	20,000
	Computer Equipment	Laptops	2,250	2,250
Human Resources	Computer Software	Adobe Acrobat Pro DC 2015	400	400
	Computer Software	Adobe Live Cycle Designer 11	350	350
	Computer Equipment	Laptops	3,000	3,000
Police - Uniform Services	General Equipment	Speed trailer with message board	10,000	10,000
		Radar and Laser units	14,000	14,000
		Speed trailer	9,000	4,500
		Marine Unit Equipment	2,500	2,500
		HNT Throw phone replacement	6,000	6,000
		Traffic Trailer for events	6,000	6,000
		Special Events message board with PTZ camera	34,000	0
	Computer Software	CDR Attachment Update	6,000	6,000
	Computer Equipment	In-car camera (AXON fleet program)	10,000	10,000
	Police - Administrative Services	Computer Software	Video production software	2,000
Computer Equipment		Computer (Finance)	1,200	-
		Laptop	3,000	3,000
Furniture & Fixtures	Misc.	2,000	2,000	
Police - Support Services	General Equipment	CSI downdraft system	15,000	15,000
		Nikon Cameras	9,000	0
	Computer Software	Gray Key Annual License to unlock cell phones	15,000	15,000
		Camtasia Software	500	500
		Encryption software (DB)	100	100
		Foray Adams Didital Evedence Insterface	12,000	12,000
		Network VPN	31,000	31,000
		Shotspoter	235,000	0
	Computer Equipment	Network equipment for new police building	186,488	0
		Server and Storage for new police building	185,000	0
		Dispatch Laptops	7,500	7,500
		Covert PTZ cameras, routers and hardware	24,595	24,250
		HP DesignJet Printer Replacement	4,000	4,000
		Desktop Replacement Purchase	20,000	20,000
		Laptop Replacements	43,750	43,750
		External Hard Drives	2,000	2,000
		USB Drives	1,500	1,500
Interview room video recording system		12,000	12,000	
Securlink enterprise remote access per FDLE		35,000	35,000	
Communication Equip.	Computer Monitor Replacement Cables (COMMO)	5,000	3,000	
	Dispatch Console computer replacement	30,000	15,000	
	Desktop workstations for dispatch	3,000	3,000	



CAPITAL OUTLAY REQUESTS (continued)

<u>Fund/Department</u>	<u>Acct. Name</u>	<u>Item Description</u>	<u>Proposed</u>	<u>Adopted</u>
GENERAL FUND				
Fire	General Equipment	Electric Fans (4)	16,000	12,000
		Extrication Tools	25,000	14,500
		Assulat Bike	800	800
		Hose Replacement	2,000	1,700
		General Tools (sledge, pry, gm)	1,000	1,000
	Safety Equipment	SCBA Lease replacement program	146,000	146,000
		Thermal Cameras (3)	21,600	21,600
	Special OPS Equipment	Paratech Control Kit	1,653	1,653
		LPS	1,800	1,800
		V Struts	2,100	2,100
		Pick Off Strap	450	450
		Drag n lift	1,050	1,050
		Under water metal detector	1,895	1,895
	Computer Software	Pulsepoint	18,000	18,000
	Furniture & Fixtures	Station 3 Dining, Office Chairs	2,111	2,111
		Station 4 Dining, Office Chairs	2,383	2,383
	Communication Equipment	Motorola Radios	3,000	3,000
	Paramedic Equipment	EZ-IO Needles	12,000	12,000
		Stryker Stretcher	6,000	6,000
		LP 15 Accessories - Cuffs, Sensors, Cases	9,000	9,000
	Vehicle Purchases	EMS Chief vehicle	30,000	30,000
		Capt 102 vehicle	30,000	30,000
Community Standards	General Equipment	F&LS for workstations	2,500	2,500
	Computer Equipment	Field Computers Code X (5)	7,000	3,000
		Hardware for RMS CAD case system	3,000	7,000
		F&LS car printer and monitor upgrades	5,500	0
	Vehicle Purchases	Two vehicle replacements	40,945	40,945
Emergency Management	Computer Software	Code Red	6,101	6,101
		Earth works weather	2,899	2,899
Engineering	General Equipment	360 Camera	1,000	1,000
	Furniture & Fixture	Misc.	500	500
Economic Development	Computer Software	Envision Strategic Planning Software	14,500	14,500
		ESRI Business Analytics	500	500
Facilities Management	General Equipment	Radial Arm Saw	1,500	1,500
		Drill Press	1,000	1,000
		Welder	600	600
	Computer Equipment	Laptop	2,600	2,600
		Monitor	1,000	1,000
	Maintenance Equip.	Maintenance Equip.	12,000	12,000
Streets Maintenance	General Equipment	Pull behind pressure washer with streamer	15,000	15,000
Library	Books	Books	170,000	170,000
Recreation	General Equipment	Golf Cart	3,000	3,000
		Ice machine	2,500	2,500
		Rescue board	1,200	1,200
		Amplified lectern	950	950
	Computer Equipment	Computers for Senior Center Computer Lab (3)	3,000	3,000
	Furniture & Fixture	Lobby furniture for Senior Center	4,500	4,500
	Communication Equipment	Motorola radios for park rangers (2)	2,000	2,000
Parks and Grounds	Parks Improvements	Replacement grills, rims, backboard, swings, chain	3,500	3,500
	General Equipment	Ride behind blower	15,000	15,000
		Mad-vac vacuum litter collector	65,000	0
TOTAL GENERAL FUND			\$ 1,739,270	\$ 981,437



CAPITAL OUTLAY REQUESTS (continued)

<u>Fund/Department</u>	<u>Acct. Name</u>	<u>Item Description</u>	<u>Proposed</u>	<u>Adopted</u>
TRAFFIC SAFETY FUND				
Traffic safety fund	Computer Equipment	Computer replacements	9,000	9,000
PARKS & RECREATION TRUST FUND				
Parks & Recr. Trust Fund	Recreation Improvement	Barrier Free Park at Congress Av. Improvement	\$ 85,000	\$ 85,000
PUBLIC ARTS FUND				
Public Arts	Acquisition of Public Art	Town Square Public Art projects	860,300	860,300
UTILITIES FUND				
District Energy Plant	Furniture & Fixture	Office Furniture	5,000	5,000
	Vehicle Purchases	Utility truck	50,000	50,000
Water Distribution	Fire Hydrants	Sig-lock Hydrants and Replace hydrants	75,000	60,000
Meter Reading & Services	Computer Software	Customer Portal	18,000	18,000
Wastewater Pumping Station	Building Improvements	Upgrades at Master Lift Stations	30,000	30,000
Utility Administration	Computer Software	Technological Upgrades	40,000	40,000
	Computer Equipment	Technological Upgrade PC Replacements, servers, storage	50,000 25,000	50,000 25,000
Stormwater	Vehicle Purchases	Madvac compact sweeper and vacuum	130,000	130,000
TOTAL UTILITIES FUND			423,000	408,000



CAPITAL OUTLAY REQUESTS (continued)

<u>Fund/Department</u>	<u>Acct. Name</u>	<u>Item Description</u>	<u>Proposed</u>	<u>Adopted</u>
GOLF COURSE FUND				
Administration	Computer Equipment	PC Replacement	\$ 1,000	\$ 1,000
	Air Conditioners	Air Conditioners	2,000	2,000
	Kitchen equipment	Kitchen equipment	3,000	3,000
Maintenance	Golf Course Improvement	Install tifealge pushup greens on family course	100,000	100,000
	Maintenance Equipment	New fairway mower	35,000	35,000
TOTAL GOLF COURSE FUND			141,000	141,000
SOLID WASTE FUND				
	Computer Equipment	Field tablets	2,600	2,600
		Computer Screens	800	800
		Projector	750	750
TOTAL SOLID WASTE FUND			4,150	4,150
FLEET MAINTENANCE FUND				
Fleet Maintenance	Building Improvements	Portable Lifts	42,000	42,000
		Fans for light duty shop	20,000	20,000
		Parts counter	10,000	10,000
	General Equipment	A/C Machine	7,500	7,500
		Battery Tester	3,000	3,000
	Computer Software	Misc. Computer Upgrades	2,500	2,500
		Fleet Program (placement for Naviline)	50,000	50,000
	Computer Equipment	Diagnostic Equipment	1,500	1,500
		Parts counter	2,500	2,500
	Furniture and fixtures	Office renovations	3,000	3,000
	Vehicle Purchases	City-wide Vehicle Purchases	4,769,924	4,769,924
TOTAL FLEET FUND			4,911,924	4,911,924
WAREHOUSE FUND				
	Computer Equipment	HP Color Laserjet printer	1,000	1,000
TOTAL WAREHOUSE FUND			1,000	1,000



America's Gateway to the Gulfstream



The General Fund is the primary operating fund for the City. Based on the financial summary below, the fund balance has been averaging approximately \$16M. Both operating revenues and expenditures have been increasing at the same pace. The need for fund transfers range between \$15M to \$16M from FY2017-18 to FY2019-20. For FY 2019-20, the budget that has been appropriated is \$96,358,776 vs the prior year amount of \$91,142,201. The 2019-20 adopted operating expenditures have resulted in an average increase of approximately 4.6% over the last three years.

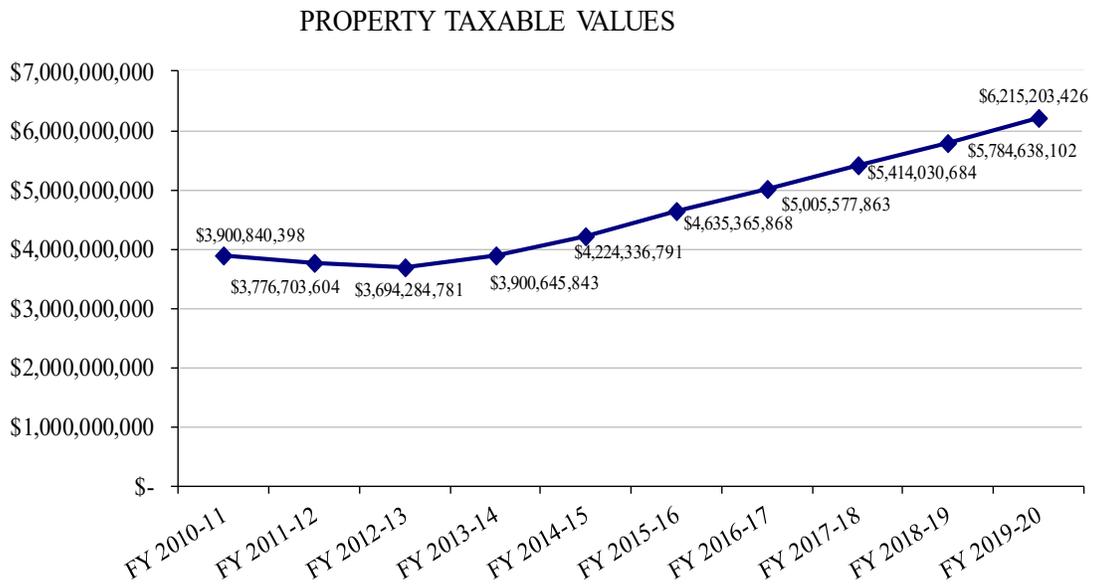
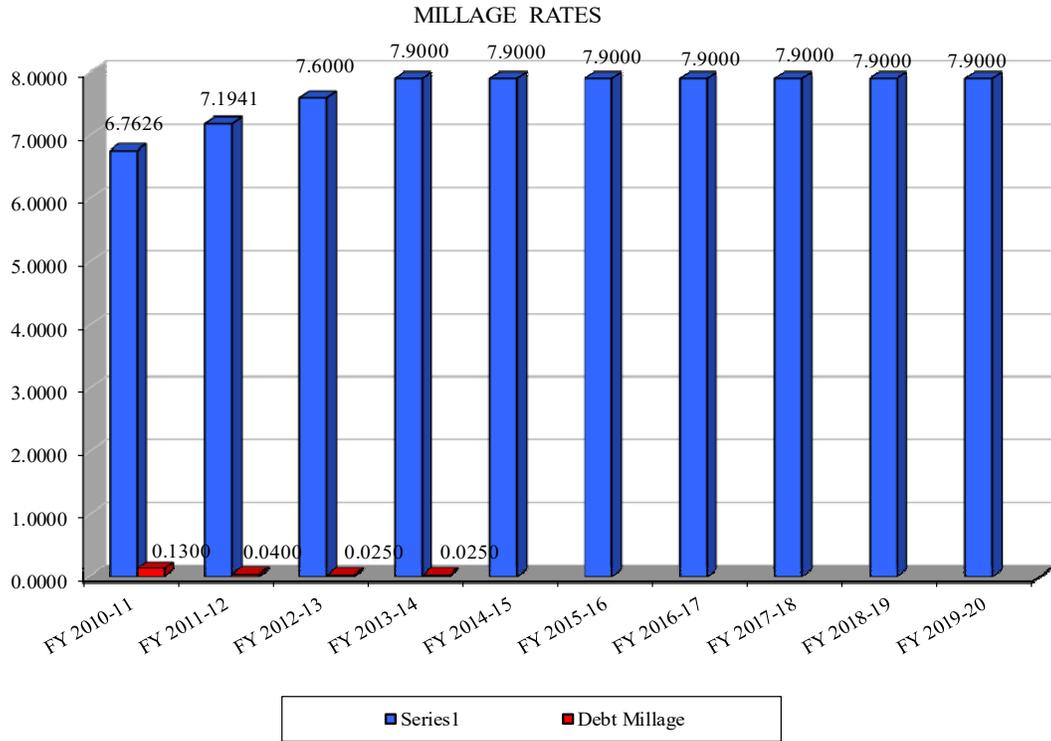
Transfers from other funds have offset the operating shortfall in revenues - the adopted transfer amount is \$16,642,000. The two major funds that provide the most financial support to the General Fund Transfer are the Public Service Debt Fund for \$7.2M and the Water/Sewer Fund for \$7.05M.

Although the future projection for the fund balance reflects a decrease, it is management intention reverse this possible trend. At FY 2019-20 the projected Emergency Fund Reserve of ten percent of the budget, \$9.6M.

GENERAL FUND

	2016-17 Actual	2017-18 Actual	2018-19 Amended Budget	2019-20 Adopted Budget	2020-21 Projected Budget	2021-22 Projected Budget
Total Fund Balance, October 1	\$ 16,004,967	\$ 16,346,024	\$ 15,933,430	\$ 15,915,255	\$ 14,628,600	\$ 13,260,186
Operating Revenues	\$ 65,294,191	\$ 71,196,251	\$ 75,197,026	\$ 78,430,121	\$ 81,567,326 (1)	\$ 84,830,019 (1)
Operating Expenditures	\$ (77,303,273)	\$ (84,259,509)	\$ (88,536,452)	\$ (93,707,774)	\$ (96,284,738) (2)	\$ (98,932,568) (2)
Operating Surplus (Deficit)	\$ (12,009,082)	\$ (13,063,258)	\$ (13,339,426)	\$ (15,277,653)	\$ (14,717,412)	\$ (14,102,549)
Transfers In (To) Other Funds						
Transfers In From Other Funds	\$ 14,842,000	\$ 15,067,850	\$ 15,927,000	\$ 16,642,000	\$ 16,000,000	\$ 16,000,000
Transfers to Other Funds	\$ (2,491,861)	\$ (2,417,186)	\$ (2,605,749)	\$ (2,651,002)	\$ (2,651,002)	\$ (2,651,002)
Net Transfers In (To) Other Funds	\$ 12,350,139	\$ 12,650,664	\$ 13,321,251	\$ 13,990,998	\$ 13,348,998	\$ 13,348,998
Change in Fund Balance - Surplus (Deficit)	\$ 341,057	\$ (412,594)	\$ (18,175)	\$ (1,286,655)	\$ (1,368,414)	\$ (753,551)
Total Fund Balance, September 30	\$ 16,346,024	\$ 15,933,430	\$ 15,915,255	\$ 14,628,600	\$ 13,260,186	\$ 12,506,635
Less Reserves for Prepaid Items	\$ (469,156)	\$ (375,000)	\$ (150,000)	\$ (150,000)	\$ (150,000)	\$ (150,000)
Less Emergency Fund Designation	\$ (8,324,107)	\$ (8,324,107)	\$ (9,114,220)	\$ (9,635,878)	\$ (9,893,574)	\$ (10,158,357)
Undesignated Fund Balance Available	\$ 7,552,761	\$ 7,234,323	\$ 6,651,035	\$ 4,842,722	\$ 3,216,612	\$ 2,198,278

(1) Prior Year + 4.0%, based on 3yr trend
 (2) Prior Year + 3%, based on 3yr trend





COMPARISON OF ASSESSED VALUATION & BUDGETED NET AD VALOREM PROPERTY TAX

	2016-2017	2017-2018	2018-2019	2019-2020
	GENERAL FUND	GENERAL FUND	GENERAL FUND	GENERAL FUND
Gross Taxable Value (1)	\$ 5,005,577,863	\$ 5,414,030,684	\$ 5,784,638,102	\$ 6,215,203,426
Millage Rate Per \$1,000	<u>7.9000</u>	<u>7.9000</u>	<u>7.9000</u>	<u>7.9000</u>
Gross Tax	\$ 39,544,065	\$ 42,770,842	\$ 45,698,641	\$ 49,100,107
Allowance for Discounts	(1,484,042)	(1,498,231)	(1,599,452)	(1,718,504)
Delinquent Taxes	<u>100,000</u>	<u>150,000</u>	<u>150,000</u>	<u>120,000</u>
Budgeted Net Ad Valorem Tax (2)	<u>\$ 38,160,023</u>	<u>\$ 41,422,611</u>	<u>\$ 44,249,189</u>	<u>\$ 47,501,603</u>

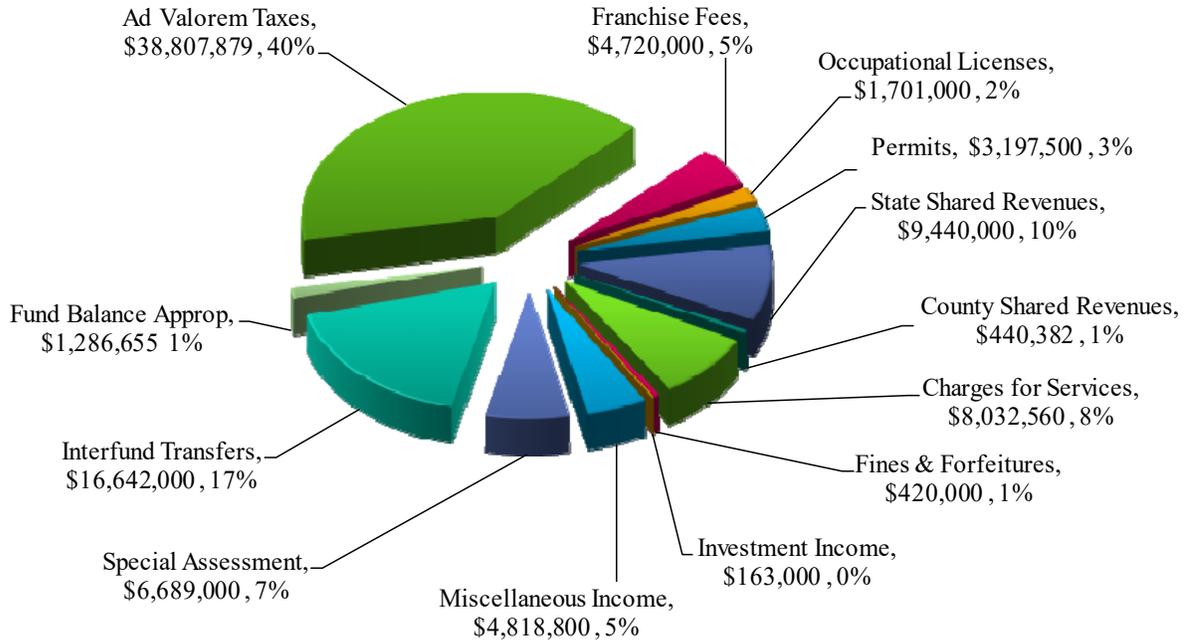
- (1) Updated for final adjustments by Property Appraiser thru FY2018-19
- (2) Before transfer of Tax Increment Financing to the CRA

COMPARISON OF TOTAL AD VALOREM TAX MILLAGE RATES

	2016-2017	2017-2018	2018-2019	2019-2020
	ADOPTED RATE	ADOPTED RATE	ADOPTED RATE	ADOPTED RATE
General Fund	7.9000	7.9000	7.9000	7.9000
Debt Service Fund	<u>0.0000</u>	<u>0.0000</u>	<u>0.0000</u>	<u>0.0000</u>
Total Millage	<u>7.9000</u>	<u>7.9000</u>	<u>7.9000</u>	<u>7.9000</u>



GENERAL FUND REVENUES
Adopted Budget of \$96,358,776



- Ad Valorem Taxes
- Franchise Fees
- Occupational Licenses
- Permits
- State Shared Revenues
- County Shared Revenues
- Charges for Services
- Fines & Forfeitures
- Investment Income
- Miscellaneous Income
- Special Assessment
- Interfund Transfers
- Fund Balance Approp



SUMMARY OF REVENUES

ACCOUNT DESCRIPTION	2017/18 Actual Revenue	2018/19 Amended Revenue	2018/19 Estimated Revenue	2019/20 Proposed Revenue	2019/20 Adopted Revenue
AD VALOREM TAXES					
CURRENT AD VALOREM TAXES @ 7.9000	\$ 42,697,768	\$ 45,592,732	\$ 44,667,541	\$ 47,850,000	\$ 49,100,107
DISCOUNTS	(1,522,048)	(1,595,746)	(1,645,816)	(1,675,000)	(1,718,504)
DELINQUENT TAXES	12,632	150,000	44,316	150,000	120,000
SUBTOTAL	\$ 41,188,352	\$ 44,146,986	\$ 43,066,041	\$ 46,325,000	\$ 47,501,603
T.I.F. TAXES	(7,336,119)	(7,816,311)	(7,823,321)	(8,250,000)	(8,693,724)
TOTAL AD VALOREM TAXES	\$ 33,852,233	\$ 36,330,675	\$ 35,242,720	\$ 38,075,000	\$ 38,807,879
FRANCHISE TAXES					
FLORIDA POWER & LIGHT	4,475,200	4,650,000	4,500,000	4,650,000	4,650,000
FLORIDA PUBLIC UTILITIES	5,487	30,000	6,331	20,000	20,000
TOWING	234,998	235,000	6,000	15,000	50,000
TOTAL FRANCHISE TAXES	\$ 4,715,685	\$ 4,915,000	\$ 4,512,331	\$ 4,685,000	\$ 4,720,000
BUSINESS TAXES					
BUSINESS TAX	1,753,783	1,750,000	1,671,790	1,700,000	1,700,000
PENALTIES ON BUSINESS TAX	(105)	-	2,466	1,000	1,000
TOTAL BUSINESS TAX	\$ 1,753,678	\$ 1,750,000	\$ 1,674,256	\$ 1,701,000	\$ 1,701,000
PERMITS & FEES					
BUILDING PERMITS	3,237,734	2,750,000	2,600,000	2,500,000	2,750,000
PLAN CHECK FEES	3,714	-	7,103	2,500	2,500
OTHER LAND DEVELOP. FEES	47,556	-	69,747	50,000	50,000
CERTIFICATE OF USE RES	61,316	65,000	36,044	60,000	60,000
CERTIFICATE OF USE COMM	95,237	125,000	78,562	120,000	120,000
PERMIT PENALTIES	35,186	25,000	25,858	35,000	35,000
BEACH PARKING DECALS	171,465	200,000	160,134	170,000	170,000
SECURITY ALARM PERMITS	9,477	22,000	6,150	10,000	10,000
TOTAL PERMITS & FEES	\$ 3,661,685	\$ 3,187,000	\$ 2,983,598	\$ 2,947,500	\$ 3,197,500
STATE SHARED REVENUE					
DEA OVERTIME REIMBURSEMENT	81,264	75,000	17,583	75,000	75,000
US TREAS-POLICE O/T REIMB	-	-	151	-	-
STATE REVENUE SHARING	2,719,454	2,650,000	2,500,000	2,650,000	2,950,000
MOBILE HOME LICENSES	54,407	50,000	46,674	50,000	50,000
ALCOHOLIC BEVERAGE LIC	64,770	55,000	5,789	55,000	55,000
SALES TAX	5,920,903	5,950,000	5,800,000	5,950,000	6,200,000
GASOLINE TAX REFUND	51,214	70,000	17,398	50,000	50,000
FIREFIGHTER SUPPL COMP	100,089	77,000	39,418	60,000	60,000
TOTAL STATE SHARED REV.	8,992,101	8,927,000	8,427,013	8,890,000	9,440,000
COUNTY SHARED REVENUE					
COUNTY COURT	72,451	125,000	56,733	75,000	75,000
OCCUPATIONAL LICENSES	178,638	100,000	88,861	180,600	180,600
911 SURCHG-COMMUNICATIONS	54,751	100,000	54,751	30,000	-
PBC-911 REIMBURSEMENT	22,131	10,000	32,032	40,000	40,000
PILOT-PB CO HSG AUTH	4,055	4,300	6,172	4,500	4,500
PILOT-CLIPPER COVE	133,602	120,363	145,810	130,000	140,282
TOTAL COUNTY SHARED REVENUE	\$ 465,628	\$ 459,663	\$ 384,359	\$ 460,100	\$ 440,382



SUMMARY OF REVENUES

ACCOUNT DESCRIPTION	2017/18 Actual Revenue	2018/19 Amended Budget	2018/19 Estimated Revenue	2019/20 Proposed Revenue	2019/20 Adopted Revenue
CHARGES FOR SERVICES					
PLANNING/ZONING FEES	123,669	121,300	67,331	120,000	125,000
SITE PLAN APPROVAL FEE	6,000	-	-	-	-
TAX SEARCHES	363,888	380,000	234,390	350,000	360,000
P&Z PERMIT REVIEW	1,476	-	-	-	-
PHOTO COPYING	8,366	2,888	6,589	5,000	5,000
SALE OF CODE BOOKS	65	-	-	-	-
PUBLIC RECORDS REQUEST	3,932	4,500	1,164	3,500	3,500
POLICE SERVICES/CHARGES	31,731	40,000	16,260	40,000	40,000
POLICE SPECIAL DETAIL	453,186	500,000	1,262,289	400,000	500,000
POLICE SRVS CONTRACT/CRA	89,345	-	172,331	80,000	80,000
POLICE SRV CONTRACT/BRINY	206,997	203,000	146,018	200,000	-
FIRE SPECIAL DETAIL	-	1,200	3,400	1,200	1,200
FIRE & LIFE SAFETY FEES	488,245	575,000	441,551	600,000	675,000
FIRE SERVICE CONTRACTS	2,107,938	2,184,000	2,031,440	2,250,000	2,271,360
ALS TRANSPORT SERVICES	2,771,327	3,225,000	3,000,000	3,200,000	3,400,000
PROTECTIVE INSPECTIONS	1,950	3,000	2,250	3,000	3,000
FIRE OT INSPECTIONS	150	-	200	-	-
ABANDONED PROP.REGISTRAT	102,592	250,000	44,975	150,000	150,000
OPENINGS/CLOSINGS	5,000	-	3,500	4,000	4,000
LOT MOWING	20,339	20,000	6,415	10,000	10,000
TENNIS CTR PERMITS	28,471	40,000	31,867	35,000	35,000
TENNIS CTR DAILY FEES	25,520	27,000	15,451	25,000	25,000
TENNIS CTR LIGHTS REIMB	810	1,000	630	1,000	1,000
POOL DAILY FEES	5,717	2,000	3,129	5,000	5,000
DAILY PARKING FEES	319,581	320,000	275,000	320,000	320,000
SPORTS FIELD LIGHT USE	3,001	2,500	2,982	3,000	3,000
SPECIAL EVENT SERVICE FEE	1,610	2,000	1,150	1,500	1,500
SALE OF TENNIS CTR MDSE	2,374	2,000	1,797	2,000	2,000
SALE OF POOL MERCHANDISE	70	-	88	-	-
RECREATION SPECIAL DETAIL	16,789	15,000	7,685	12,000	12,000
TOTAL CHARGES FOR SERVICES	\$ 7,190,139	\$ 7,921,388	\$ 7,779,882	\$ 7,821,200	\$ 8,032,560
FINES & FORFEITURES					
LIBRARY FINES	17,803	30,000	8,623	25,000	25,000
CODE ENFORCEMENT FINES	187,507	250,000	251,837	250,000	300,000
POLICE PARKING FINES	33,295	29,000	19,860	25,000	25,000
FALSE ALARM FINES	17,905	89,000	19,280	50,000	50,000
FALSE ALARM FINES-FIRE	9,800	25,000	21,600	20,000	20,000
TOTAL FINES FORFEITURES	\$ 266,310	\$ 423,000	\$ 321,200	\$ 370,000	\$ 420,000
INVESTMENT INCOME					
INTEREST INCOME	88,879	65,000	141,594	100,000	150,000
INTEREST/DELINQUENT TAXES	(17,268)	-	15,152	12,000	12,000
INTEREST ON LIENS RECVB	3,717	-	1,785	1,000	1,000
TOTAL INVESTMENT INCOME	\$ 75,328	\$ 65,000	\$ 158,531	\$ 113,000	\$ 163,000

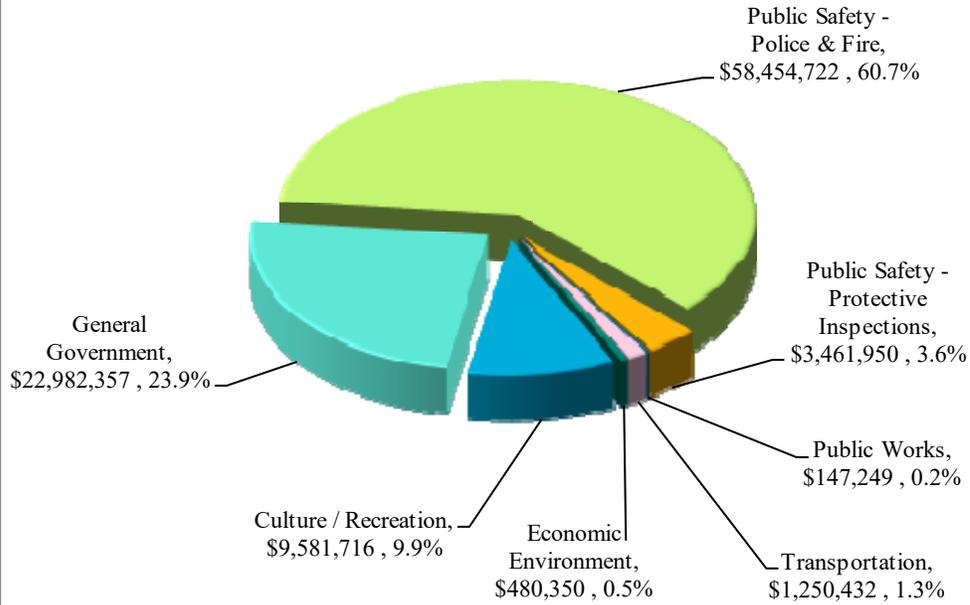


SUMMARY OF REVENUES

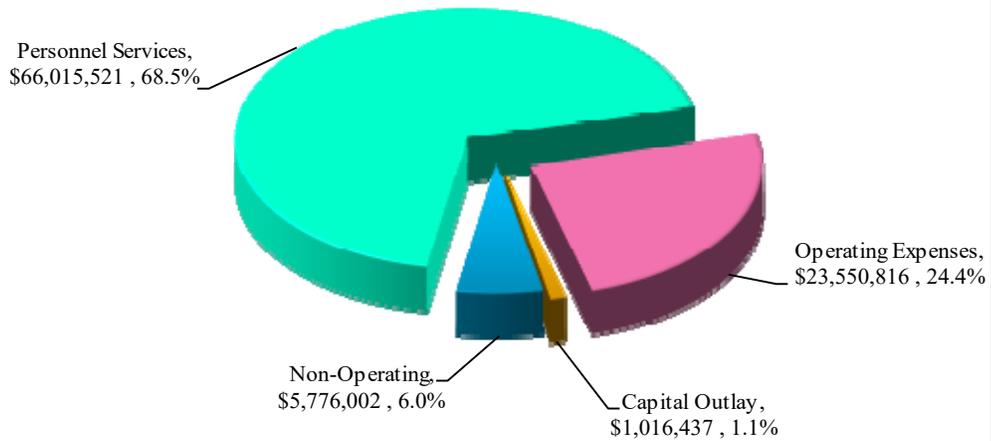
ACCOUNT DESCRIPTION	2017/18 Actual Revenue	2018/19 Amended Budget	2018/19 Estimated Revenue	2019/20 Proposed Revenue	2019/20 Adopted Revenue
RENTS & ROYALTIES					
RENTAL OF CITY FACILITIES	98,072	40,000	58,730	75,000	75,000
SNACK BAR RENTAL	9,300	6,000	3,300	6,000	6,000
LIBRARY CAFE	2,700	-	(900)	-	-
BEACH CHAIRS & UMBRELLAS	38,600	36,000	22,400	36,000	36,000
BILLBOARD RENT	51,500	50,000	53,045	50,000	50,000
KAYAK RENTALS/TOURS LEASE	1,800	1,800	1,200	1,800	1,800
TOWER LEASE	234,283	230,000	200,000	200,000	200,000
FPL	1,392	-	3,279	2,000	2,000
TOTAL RENTS & ROYALTIES	\$ 437,647	\$ 363,800	\$ 341,054	\$ 370,800	\$ 370,800
DISPOSAL OF FIXED ASSETS					
SALE OF SURPLUS EQUIP.	3,536	1,500	8,493	3,000	3,000
TOTAL DISPOSAL OF FIXED ASSETS	\$ 3,536	\$ 1,500	\$ 8,493	\$ 3,000	\$ 3,000
MISCELLANEOUS INCOME					
PB CO IMPACT ADMIN CHG	60,361	39,000	11,096	35,000	35,000
LOT CLEARING ADMIN. FEE	14,880	15,000	2,405	15,000	15,000
BCAIF ADMIN. CHARGE-DBPR	3,680	3,000	3,199	3,000	3,000
RADON TRUST ADMN CHG-DCA	5,043	3,000	4,305	3,000	3,000
SPEC INSPECTOR ADMIN FEE	515	-	-	-	-
RETURNED CHECK CHARGE	23,239	15,000	14,366	15,000	15,000
MISCELLANEOUS INCOME	70,339	75,000	342,322	100,000	100,000
DISCOUNTS ON PURCHASES	80	-	-	-	-
SALES TAX DISCOUNT	330	-	210	-	-
BUS SHELTER ADVERTISING	19,008	14,000	11,648	14,000	14,000
CRA REIMBURSEMENT	2,703,961	370,000	100,000	370,000	530,000
CRA REIMBURSEMENT (TS)	-	3,700,000	1,900,000	3,700,000	3,700,000
EPAYABLES	21,352	30,000	16,584	30,000	30,000
TOTAL MISCELLANEOUS INCOME	\$ 2,922,788	\$ 4,264,000	\$ 2,406,135	\$ 4,285,000	\$ 4,445,000
SPECIAL ASSESSMENTS					
FIRE ASSESSMENTS	7,172,783	6,900,000	6,900,000	6,900,000	7,000,000
FIRE ASSESSMENTS DISCOUNT	(247,159)	(242,000)	(249,522)	(242,000)	(242,000)
FIRE ASSES COLLECTION FEE	(66,131)	(69,000)	(65,747)	(69,000)	(69,000)
TOTAL SPECIAL ASSESSMENTS	\$ 6,859,493	\$ 6,589,000	\$ 6,584,731	\$ 6,589,000	\$ 6,689,000
TRANSFERS IN					
TRAFFIC SAFETY FUND	100,000	100,000	100,000	100,000	350,000
LOCAL OPTION GAS TAX	848,850	850,000	850,000	850,000	850,000
RECR PROGRAM REVENUE	100,000	-	-	-	-
PS TAX DEBT	6,515,000	7,240,000	7,240,000	7,240,000	7,240,000
WATER/SEWER REVENUE	6,367,000	6,600,000	6,600,000	7,000,000	7,050,000
GOLF COURSE	10,000	10,000	10,000	25,000	25,000
SANITATION	1,100,000	1,100,000	1,100,000	1,100,000	1,100,000
BBMP	27,000	27,000	27,000	27,000	27,000
TOTAL TRANSFERS IN	\$ 15,067,850	\$ 15,927,000	\$ 15,927,000	\$ 16,342,000	\$ 16,642,000
SUB TOTAL	\$ 86,264,101	\$ 91,124,026	\$ 86,751,303	\$ 92,652,600	\$ 95,072,121
ENCUMBRANCE ROLL OVER		-			
FUND BALANCE (INCREASE) DECREASE	412,594	18,175	(1,240,604)	5,931,498	1,286,655
GRAND TOTAL	\$ 86,676,695	\$ 91,142,201	\$ 85,510,699	\$ 98,584,098	\$ 96,358,776



**GENERAL FUND APPROPRIATIONS
by Functions (Total of \$96,358,776)**



**GENERAL FUND APPROPRIATIONS
by Object Classifications, (Total of \$96,358,776)**





BUDGET SUMMARY - GENERAL FUND OPERATING DEPARTMENTS

DEPARTMENT	DEPT. NO.	EXPENDITURE		PERSONNEL SERVICES	OPERATING EXPENSES	CAPITAL OUTLAY	NON- OPERATING	TOTAL
		DESCRIPTION	FUNCTION CODE					
City Commission	1110-511	Legislative	General Government	\$ 218,563	\$ 61,631	\$ -	\$ 10,000	\$ 290,194
City Manager	1210-512	Executive	General Government	739,371	41,839	-	3,915	\$ 785,125
City Hall/General Adm.	1211-512	Executive	General Government	18,600	2,613,839	-	3,598,950	\$ 6,231,389
Marketing/Communications	1212-519	Executive	General Government	304,930	141,624	2,000	-	\$ 448,554
Special Events	1213-519	Executive	General Government	157,435	227,314	2,000	-	\$ 386,749
Town Square Project	1214-512	Executive	General Government	-	5,720,370	-	-	\$ 5,720,370
City Clerk	1310-512	Executive	General Government	433,203	227,021	3,500	-	\$ 663,724
Financial Services	1410-513	Fin. & Admin.	General Government	1,328,260	47,370	22,250	-	\$ 1,397,880
Information Technology	1510-513	Fin. & Admin.	General Government	1,463,559	1,149,177	-	-	\$ 2,612,736
Human Resources	1610-513	Fin. & Admin.	General Government	568,591	323,117	3,750	-	\$ 895,458
City Attorney	1910-514	Legal Counsel	General Government	111,991	480,940	-	-	\$ 592,931
Police - Uniform Services	2110-521	Law Enforc.	Public Safety	14,529,487	1,029,980	59,000	-	\$ 15,618,467
Police - Administrative Services	2111-521	Law Enforc.	Public Safety	2,164,197	1,548,889	7,000	967,208	\$ 4,687,294
Police - Support Services	2112-521	Law Enforc.	Public Safety	9,521,249	1,495,804	244,600	-	\$ 11,261,653
Fire	2210-522	Fire Control	Public Safety	21,523,323	1,827,735	357,042	968,531	\$ 24,676,631
Community Standards	2211-522	Fire Control	Public Safety	1,918,985	188,889	53,445	19,083	\$ 2,180,402
Emergency Mgmt	2220-525	Emer. Relief Serv	Public Safety	-	21,275	9,000	-	\$ 30,275
Development-Support	2410-524	Protect. Insp.	Public Safety	1,131,021	78,579	-	-	\$ 1,209,600
Building	2411-524	Protect. Insp.	Public Safety	1,158,905	317,856	-	20,509	\$ 1,497,270
Engineering	2413-524	Protect. Insp.	Public Safety	568,683	179,979	1,500	4,918	\$ 755,080
Planning & Zoning	2414-515	Comp. Plan.	General Government	718,959	70,405	-	-	\$ 789,364
Economic Development	2419-559	Other Econ. Environ.	Economic Environment	276,933	188,417	15,000	-	\$ 480,350
Public Works Admin.	2510-539	Other Physical Environ.	Physical Environment	136,900	10,349	-	-	\$ 147,249
Facilities Mgmt.	2511-519	Other Gen. Govt.	General Government	839,359	1,275,323	18,700	34,501	\$ 2,167,883
Streets Maintenance	2512-541	Roads & Streets Fac.	Transportation	274,800	926,901	15,000	33,731	\$ 1,250,432
Library	2610-571	Libraries	Culture/Recreation	2,085,059	256,803	170,000	-	\$ 2,511,862
School Museum Services	2612-571	Libraries	Culture/Recreation	-	386,428	-	-	\$ 386,428
Recreation	2710-572	Parks & Recr.	Culture/Recreation	2,724,749	621,584	14,150	41,538	\$ 3,402,021
Parks & Grounds	2730-572	Parks & Recr.	Culture/Recreation	1,098,409	2,091,378	18,500	73,118	\$ 3,281,405
Totals:				\$ 66,015,521	\$ 23,550,816	\$ 1,016,437	\$ 5,776,002	\$ 96,358,776



SUMMARY OF EXPENDITURES

ACCOUNT	2017/2018 Actual Expense	2018/2019 Amended Budget	2018/2019 Estimated Expenditures	2019/2020 Department Request	2019/2020 Adopted Budget
CITY COMMISSION 001-1110-511					
DEPARTMENT SUMMARY					
Personnel Services	205,901	209,205	142,669	219,603	218,563
Operating Expenses	45,838	57,437	50,738	61,641	61,631
Capital Outlay	-	-	-	-	-
Nonoperating Expenses	9,000	10,000	7,350	10,000	10,000
TOTAL	\$ 260,739	\$ 276,642	\$ 200,757	\$ 291,244	\$ 290,194
Estimated as % of Budget			73%		

CITY MANAGER 001-1210-512					
DEPARTMENT SUMMARY					
Personnel Services	684,065	726,750	660,758	749,258	739,371
Operating Expenses	59,731	43,867	38,248	41,835	41,839
Capital Outlay	1,615	-	-	-	-
Nonoperating Expenses	3,915	3,915	2,610	3,915	3,915
TOTAL	\$ 749,326	\$ 774,532	\$ 701,616	\$ 795,008	\$ 785,125
Estimated as % of Budget			91%		

CITY HALL 001-1211-512					
DEPARTMENT SUMMARY					
Personnel Services	4,443	11,100	4,299	18,600	18,600
Operating Expenses	5,129,667	2,343,026	2,130,275	2,871,227	2,613,839
Capital Outlay	-	-	-	-	-
Nonoperating Expenses	632,832	848,025	1,074,987	3,498,950	3,598,950
TOTAL	\$ 5,766,942	\$ 3,202,151	\$ 3,209,561	\$ 6,388,777	\$ 6,231,389
Estimated as % of Budget			100%		

MARKETING/COMMUNICATIONS 001-1212-519					
DEPARTMENT SUMMARY					
Personnel Services	228,187	287,073	243,305	309,921	304,930
Operating Expenses	89,345	173,120	96,542	137,729	141,624
Capital Outlay	-	4,475	4,425	2,000	2,000
Nonoperating Expenses	-	-	-	-	-
TOTAL	\$ 317,532	\$ 464,668	\$ 344,272	\$ 449,650	\$ 448,554
Estimated as % of Budget			74%		

SPECIAL EVENTS 001-1213-519					
DEPARTMENT SUMMARY					
Personnel Services	-	109,515	36,601	164,066	157,435
Operating Expenses	-	139,874	115,793	145,514	227,314
Capital Outlay	-	2,500	1,900	2,000	2,000
Nonoperating Expenses	-	-	-	-	-
TOTAL	\$ -	\$ 251,889	\$ 154,294	\$ 311,580	\$ 386,749
Estimated as % of Budget			61%		

TOWN SQUARE PROJECT 001-1214-512					
DEPARTMENT SUMMARY					
Personnel Services	-	-	-	-	-
Operating Expenses	1,365,363	4,265,054	4,350,766	5,745,370	5,720,370
Capital Outlay	118,532	40,900	40,589	-	-
Nonoperating Expenses	-	-	-	-	-
TOTAL	\$ 1,483,895	\$ 4,305,954	\$ 4,391,355	\$ 5,745,370	\$ 5,720,370
Estimated as % of Budget			102%		



SUMMARY OF EXPENDITURES

ACCOUNT	2017/2018 Actual Expense	2018/2019 Amended Budget	2018/2019 Estimated Expenditures	2019/2020 Department Request	2019/2020 Adopted Budget
CITY CLERK 001-1310-512					
DEPARTMENT SUMMARY					
Personnel Services	428,761	476,098	452,109	426,579	433,203
Operating Expenses	122,878	284,298	208,855	226,632	227,021
Capital Outlay	7,800	2,775	2,640	3,500	3,500
Nonoperating Expenses	-	-	-	-	-
TOTAL	\$ 559,439	\$ 763,171	\$ 663,604	\$ 656,711	\$ 663,724
Estimated as % of Budget			87%		

FINANCIAL SERVICES 001-1410-513					
DEPARTMENT SUMMARY					
Personnel Services	1,115,481	1,274,203	1,210,989	1,358,016	1,328,260
Operating Expenses	48,846	49,140	31,669	47,644	47,370
Capital Outlay	-	25,250	2,040	22,250	22,250
Nonoperating Expenses	-	-	-	-	-
TOTAL	\$ 1,164,327	\$ 1,348,593	\$ 1,244,698	\$ 1,427,910	\$ 1,397,880
Estimated as % of Budget			92%		

INFORMATION TECHNOLOGY SERVICES 001-1510-513					
DEPARTMENT SUMMARY					
Personnel Services	1,191,700	1,436,697	1,385,283	1,468,653	1,463,559
Operating Expenses	869,362	997,377	857,615	1,154,560	1,149,177
Capital Outlay	26,265	5,000	1,121	-	-
Nonoperating Expenses	-	-	-	-	-
TOTAL	\$ 2,087,327	\$ 2,439,074	\$ 2,244,019	\$ 2,623,213	\$ 2,612,736
Estimated as % of Budget			92%		

HUMAN RESOURCES 001-1610-513					
DEPARTMENT SUMMARY					
Personnel Services	549,883	590,465	559,096	568,591	568,591
Operating Expenses	161,875	230,026	208,762	323,244	323,117
Capital Outlay	1,323	1,602	1,552	3,750	3,750
Nonoperating Expenses	-	-	-	-	-
TOTAL	\$ 713,081	\$ 822,093	\$ 769,410	\$ 895,585	\$ 895,458
Estimated as % of Budget			94%		

CITY ATTORNEY 001-1910-514					
DEPARTMENT SUMMARY					
Personnel Services	120,541	120,387	113,153	111,991	111,991
Operating Expenses	595,177	447,624	402,828	480,958	480,940
Capital Outlay	-	-	-	-	-
Nonoperating Expenses	-	-	-	-	-
TOTAL	\$ 715,718	\$ 568,011	\$ 515,981	\$ 592,949	\$ 592,931
Estimated as % of Budget			90.8%		

POLICE - UNIFORM SERVICES 001-2110-521					
DEPARTMENT SUMMARY					
Personnel Services	14,495,860	15,068,071	14,478,330	14,435,612	14,529,487
Operating Expenses	1,823,225	1,607,718	1,527,336	956,386	1,029,980
Capital Outlay	36,416	39,124	30,130	97,500	59,000
Nonoperating Expenses	906,603	957,979	957,979	-	-
TOTAL	\$ 17,262,104	\$ 17,672,892	\$ 16,993,775	\$ 15,489,498	\$ 15,618,467
Estimated as % of Budget			96%		



SUMMARY OF EXPENDITURES

ACCOUNT	2017/2018 Actual Expense	2018/2019 Amended Budget	2018/2019 Estimated Expenditures	2019/2020 Department Request	2019/2020 Adopted Budget
POLICE - ADMINISRTATIVE SERVICES 001-2111-521					
DEPARTMENT SUMMARY					
Personnel Services	2,391,348	2,409,809	2,331,553	2,223,046	2,164,197
Operating Expenses	784,095	767,360	632,918	1,555,258	1,548,889
Capital Outlay	31,877	58,970	24,335	32,200	7,000
Nonoperating Expenses	-	-	-	967,208	967,208
TOTAL	\$ 3,207,320	\$ 3,236,139	\$ 2,988,806	\$ 4,777,712	\$ 4,687,294
Estimated as % of Budget			92%		

POLICE - SUPPORT SERVICES 001-2112-521					
DEPARTMENT SUMMARY					
Personnel Services	8,901,850	9,387,659	8,887,474	9,657,613	9,521,249
Operating Expenses	888,988	945,514	802,637	1,746,354	1,495,804
Capital Outlay	123,292	313,181	159,485	877,433	244,600
Nonoperating Expenses	-	-	-	-	-
TOTAL	\$ 9,914,130	\$ 10,646,354	\$ 9,849,596	\$ 12,281,400	\$ 11,261,653
Estimated as % of Budget			93%		

FIRE RESCUE DEPARTMENT 001-2210-522					
DEPARTMENT SUMMARY					
Personnel Services	21,944,256	22,602,957	21,461,327	21,997,693	21,523,323
Operating Expenses	1,571,787	1,705,504	1,523,205	1,980,069	1,827,735
Capital Outlay	762,040	243,324	203,471	333,842	357,042
Nonoperating Expenses	264,524	903,649	911,749	968,531	968,531
TOTAL	\$ 24,542,607	\$ 25,455,434	\$ 24,099,752	\$ 25,280,135	\$ 24,676,631
Estimated as % of Budget			94.7%		

COMMUNITY STANDARD 001-2211-522					
DEPARTMENT SUMMARY					
Personnel Services	1,797,092	1,895,570	1,775,022	1,954,307	1,918,985
Operating Expenses	215,525	198,738	84,849	211,842	188,889
Capital Outlay	7,183	106,724	84,237	58,945	53,445
Nonoperating Expenses	13,833	18,303	18,303	18,303	19,083
TOTAL	\$ 2,033,633	\$ 2,219,335	\$ 1,962,411	\$ 2,243,397	\$ 2,180,402
Estimated as % of Budget			88%		

EMERGENCY MANAGEMENT 001-2220-525					
DEPARTMENT SUMMARY					
Personnel Services	-	-	-	-	-
Operating Expenses	15,115	19,775	8,683	21,275	21,275
Capital Outlay	-	9,000	14,000	9,000	9,000
Nonoperating Expenses	-	-	-	-	-
TOTAL	\$ 15,115	\$ 28,775	\$ 22,683	\$ 30,275	\$ 30,275
Estimated as % of Budget			78.8%		

DEVELOPMENT ADMIN 001-2410-524					
DEPARTMENT SUMMARY					
Personnel Services	1,046,021	1,155,014	1,114,343	1,131,100	1,131,021
Operating Expenses	83,829	78,174	74,045	79,550	78,579
Capital Outlay	-	-	-	-	-
Nonoperating Expenses	-	-	-	-	-
TOTAL	\$ 1,129,850	\$ 1,233,188	\$ 1,188,388	\$ 1,210,650	\$ 1,209,600
Estimated as % of Budget			96.4%		



SUMMARY OF EXPENDITURES

ACCOUNT	2017/2018 Actual Expense	2018/2019 Amended Budget	2018/2019 Estimated Expenditures	2019/2020 Department Request	2019/2020 Adopted Budget
BUILDING 001-2411-524					
DEPARTMENT SUMMARY					
Personnel Services	1,092,470	1,043,579	914,306	1,189,523	1,158,905
Operating Expenses	363,105	531,388	429,279	404,197	317,856
Capital Outlay	-	400	-	-	-
Nonoperating Expenses	10,350	9,693	6,462	20,509	20,509
TOTAL	\$ 1,465,925	\$ 1,585,060	\$ 1,350,047	\$ 1,614,229	\$ 1,497,270
Estimated as % of Budget			85.2%		

PLANNING & ZONING 001-2414-515					
DEPARTMENT SUMMARY					
Personnel Services	689,482	687,327	659,908	719,158	718,959
Operating Expenses	59,345	26,302	16,593	71,384	70,405
Capital Outlay	-	-	-	-	-
Nonoperating Expenses	-	-	-	-	-
TOTAL	\$ 748,827	\$ 713,629	\$ 676,501	\$ 790,542	\$ 789,364
Estimated as % of Budget			94.8%		

ECONOMIC DEVELOPMENT 001-2419-559					
DEPARTMENT SUMMARY					
Personnel Services	256,638	279,456	266,940	271,885	276,933
Operating Expenses	57,153	184,019	135,860	193,417	188,417
Capital Outlay	-	-	-	15,000	15,000
Nonoperating Expenses	-	-	-	-	-
TOTAL	\$ 313,791	\$ 463,475	\$ 402,800	\$ 480,302	\$ 480,350
Estimated as % of Budget			86.9%		

PUBLIC WORKS, ADMIN 001-2510-539					
DEPARTMENT SUMMARY					
Personnel Services	235,564	148,073	136,460	136,900	136,900
Operating Expenses	9,639	9,802	8,231	10,626	10,349
Capital Outlay	-	-	-	-	-
Nonoperating Expenses	-	-	-	-	-
TOTAL	\$ 245,203	\$ 157,875	\$ 144,691	\$ 147,526	\$ 147,249
Estimated as % of Budget			91.6%		

FACILITIES MGMT 001-2511-519					
DEPARTMENT SUMMARY					
Personnel Services	771,284	825,001	767,475	1,096,805	839,359
Operating Expenses	1,050,184	974,091	871,450	1,163,440	1,275,323
Capital Outlay	30,969	19,200	12,661	18,700	18,700
Nonoperating Expenses	30,484	30,706	30,706	34,501	34,501
TOTAL	\$ 1,882,921	\$ 1,848,998	\$ 1,682,292	\$ 2,313,446	\$ 2,167,883
Estimated as % of Budget			91.0%		

STREETS MAINTENANCE 001-2512-541					
DEPARTMENT SUMMARY					
Personnel Services	278,015	285,203	264,168	274,800	274,800
Operating Expenses	780,658	821,435	763,093	924,386	926,901
Capital Outlay	6,507	15,000	4,233	15,000	15,000
Nonoperating Expenses	71,920	78,686	78,686	33,731	33,731
TOTAL	\$ 1,137,100	\$ 1,200,324	\$ 1,110,180	\$ 1,247,917	\$ 1,250,432
Estimated as % of Budget			92.5%		



SUMMARY OF EXPENDITURES

ACCOUNT	2017/2018 Actual Expense	2018/2019 Amended Budget	2018/2019 Estimated Expenditures	2019/2020 Department Request	2019/2020 Adopted Budget
ENGINEERING 001-2413-524					
DEPARTMENT SUMMARY					
Personnel Services	549,182	569,867	517,795	568,683	568,683
Operating Expenses	61,790	78,183	32,404	107,427	179,979
Capital Outlay	-	6,650	6,138	1,500	1,500
Nonoperating Expenses	4,210	4,697	4,697	4,918	4,918
TOTAL	\$ 615,182	\$ 659,397	\$ 561,034	\$ 682,528	\$ 755,080
Estimated as % of Budget			85.1%		

PARKS & GROUNDS 001-2730-572					
DEPARTMENT SUMMARY					
Personnel Services	1,039,484	990,605	940,826	1,103,409	1,098,409
Operating Expenses	1,749,845	2,067,843	1,845,591	2,137,097	2,091,378
Capital Outlay	6,528	1,884	1,883	83,500	18,500
Nonoperating Expenses	72,464	73,487	73,487	73,118	73,118
TOTAL	\$ 2,868,321	\$ 3,133,819	\$ 2,861,787	\$ 3,397,124	\$ 3,281,405
Estimated as % of Budget			91.3%		

LIBRARY 001-2610-571					
DEPARTMENT SUMMARY					
Personnel Services	1,878,379	1,920,196	1,815,563	2,104,482	2,085,059
Operating Expenses	236,234	241,088	127,483	258,702	256,803
Capital Outlay	170,000	175,416	152,309	170,000	170,000
Nonoperating Expenses	-	-	-	-	-
TOTAL	\$ 2,284,613	\$ 2,336,700	\$ 2,095,355	\$ 2,533,184	\$ 2,511,862
Estimated as % of Budget			89.7%		

SCHOOL MUSEUM SERV 001-2612-571					
DEPARTMENT SUMMARY					
Personnel Services	-	-	-	-	-
Operating Expenses	239,477	322,094	305,750	387,665	386,428
Capital Outlay	-	-	-	-	-
Nonoperating Expenses	-	-	-	-	-
TOTAL	\$ 239,477	\$ 322,094	\$ 305,750	\$ 387,665	\$ 386,428
Estimated as % of Budget			94.9%		

RECREATION 001-2710-572					
DEPARTMENT SUMMARY					
Personnel Services	2,472,281	2,449,801	2,310,037	2,791,779	2,724,749
Operating Expenses	430,610	494,750	399,745	648,104	621,584
Capital Outlay	18,572	26,700	24,818	17,150	14,150
Nonoperating Expenses	30,787	40,684	40,684	41,538	41,538
TOTAL	\$ 2,952,250	\$ 3,011,935	\$ 2,775,284	\$ 3,498,571	\$ 3,402,021
Estimated as % of Budget			92.1%		

GRAND TOTAL : GENERAL FUND					
DEPARTMENT SUMMARY					
Personnel Services	64,368,168	66,959,681	63,449,789	67,052,073	66,015,521
Operating Expenses	18,908,686	20,104,621	18,081,243	24,093,533	23,550,816
Capital Outlay	1,348,919	1,098,075	771,967	1,763,270	1,016,437
Nonoperating Expenses	2,050,922	2,979,824	3,207,700	5,675,222	5,776,002
TOTAL	\$ 86,676,695	\$ 91,142,201	\$ 85,510,699	\$ 98,584,098	\$ 96,358,776
Estimated as % of Budget			93.8%		



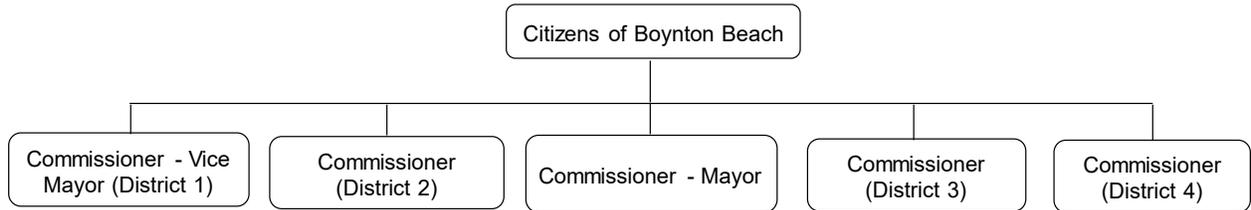
America's Gateway to the Gulfstream



ORGANIZATIONAL CHART

DEPARTMENT: City Commission
DIVISION:

FUND: 001
DEPT. NO.: 1110





PERSONNEL ALLOCATION

DEPARTMENT: City Commission			FUND: 001				
DIVISION:			DEPT. NO.: 1110				
Position Title	Position Number	Pay Grade	2017/18 Actual	2018/19 Actual	2019/20 Inc/(Dec)	2019/20 Requested	2019/20 Adopted
Elected Positions (P/T):							
City Commissioner - Mayor	00029	99	1.0	1.0	0.0	1.0	1.0
City Commissioner - Vice Mayor	00019	99	1.0	1.0	0.0	1.0	1.0
City Commissioners	00019	99	3.0	3.0	0.0	3.0	3.0
Total Personnel:			5.0	5.0	0.0	5.0	5.0

Performance Measures	Actual			Estimate	Projected
	2015-16	2016-17	2017-18	2018-19	2019-20
Commission					
Adopted Operating Millage Rate	7.9000	7.9000	7.9000	7.9000	7.9000
General Fund Adopted Budget	\$ 75,721,909	\$ 79,795,156	\$ 86,676,695	\$ 91,142,201	\$ 96,358,776
Taxes Levied	\$ 35,437,711	\$ 38,295,004	\$ 41,188,352	\$ 44,146,986	\$ 47,501,603
Proclamations	20	32	27	49	36



DETAIL EXPENDITURES

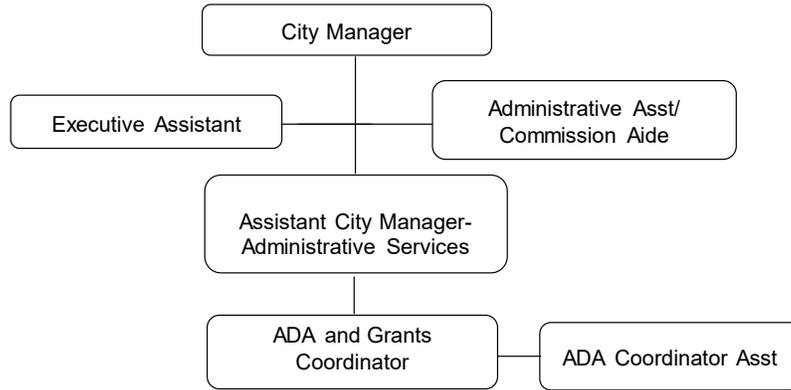
	ACCOUNT	2017/2018 Actual Expense	2018/2019 Amended Budget	2018/2019 Estimated Expenditures	2019/2020 Department Request	2019/2020 Adopted Budget
DIV 10 CITY COMMISSION 001-1110-511						
	DEPARTMENT SUMMARY					
	Personnel Services	205,901	209,205	142,669	219,603	218,563
	Operating Expenses	45,838	57,437	50,738	61,641	61,631
	Capital Outlay	-	-	-	-	-
	Nonoperating Expenses	9,000	10,000	7,350	10,000	10,000
	TOTAL	\$ 260,739	\$ 276,642	\$ 200,757	\$ 291,244	\$ 290,194
	Estimated as % of Budget			73%		
11-10	EXECUTIVE SALARIES	104,911	102,300	62,592	104,250	104,250
15-12	CELL PHONE ALLOWANCE	1,440	1,440	480	1,440	1,440
15-30	EXPENSE ALLOWANCE	33,445	33,630	19,692	33,440	33,440
21-10	EMPLOYER FICA	10,643	10,435	6,301	10,600	10,600
22-11	STATE PENSION	46,702	49,755	49,000	52,125	52,125
23-30	HEALTH INSURANCE	7,820	10,497	4,055	16,700	15,294
23-40	DENTAL INSURANCE	839	1,020	490	960	1,260
23-50	VISION INSURANCE	101	128	59	88	154
	SUB-TOTAL Personnel Services	\$ 205,901	\$ 209,205	\$ 142,669	\$ 219,603	\$ 218,563
34-32	SISTER CITIES PROGRAM	1,426	1,500	1,500	1,500	1,500
40-12	BUSINESS MEETINGS	11,974	17,890	15,000	22,800	22,800
41-15	CELLULAR PHONE/BEEPER	2,464	3,200	1,938	2,500	2,500
49-09	SELF INSURANCE CHGS (W/C)	81	82	55	99	89
49-10	WAREHOUSE SERVICE CHG.	231	265	177	242	242
49-17	OTHER CONTRACTUAL SRVS	50	400	-	-	-
52-85	FOOD SUPPLIES	598	500	113	500	500
52-99	MISC. SUPPLIES	1,047	1,000	360	1,000	1,000
54-20	MEMBERSHIPS	27,967	30,100	30,095	30,500	30,500
54-30	TRAINING	-	2,500	1,500	2,500	2,500
	SUB-TOTAL Operating Expenses	\$ 45,838	\$ 57,437	\$ 50,738	\$ 61,641	\$ 61,631
64-16	FURNITURE & FIXTURES	-	-	-	-	-
	SUB-TOTAL Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -
	SUBTOTAL	\$ 251,739	\$ 266,642	\$ 193,407	\$ 281,244	\$ 280,194
95-47	COMMUNITY INVESTMENTS	9,000	10,000	7,350	10,000	10,000
95-48	STRATEGIC PLAN IMPLEMENT	-	-	-	-	-
	SUB-TOTAL Nonoperating Expenses	\$ 9,000	\$ 10,000	\$ 7,350	\$ 10,000	\$ 10,000
	DEPARTMENT TOTAL	\$ 260,739	\$ 276,642	\$ 200,757	\$ 291,244	\$ 290,194



ORGANIZATIONAL CHART

DEPARTMENT: City Manager
DIVISION:

FUND: 001
DEPT. NO.: 1210





DEPARTMENT: City Manager
DIVISION:

FUND: 001
DEPT. NO.: 1210

DEPARTMENT MISSION STATEMENT: Provide facilitative leadership to achieve an efficient, customer oriented, highly productive and superior delivery of services through high performance teams in an organizational culture that appreciates diversity, encourages creativity, requires integrity, promotes stewardship, cares about people and rewards outstanding performance.

DEPARTMENT CORE SERVICES:

- To provide progressive and enthusiastic positive leadership that allows the organization’s teams to excel.
- Core Service

STRATEGIC PLAN INITIATIVES AND DEPARTMENT INITIATIVES ALIGNMENT:

City Initiative No. 1: Redevelop Downtown

Department Initiatives No. 1: Anticipate and plan to meet the long-term water supply needs and environmental sustainability for the City.

1. Provide leadership and direction to Utilities area, based on the strategic vision of the City Commission, to deliver a cost-effective, reliable water supply and address water resource needs for future growth.
2. Facilitate the implementation of sustainability efforts for long-term environmental improvement plans.

Target Performance Metrics:

- Development of Utilities strategic plan for long-term water needs, wastewater reclamation use, and facility expansion related to residential and commercial growth.
- Provide leadership to the Sustainability Team to implement long-term environmental plan for the city.

Department Initiatives No. 2: Continuation of the Economic Development Program and creating Strategies for business attraction and retention to assist with improving the City’s financial condition.

1. Continue the improvement of the Economic Development Program.
2. Continue to partner with the Community Redevelopment Agency (CRA) and the Greater Boynton Beach Chamber of Commerce to increase Economic Development opportunities and branding.
3. Continue to manage the Town Square Project

Target Performance Metrics:

- Completion of the Town Square project, on-time and under-budget

City Initiative No. 2: Building Wealth in the Community

Department Initiatives No. 1: Develop fiscally sound budgets and capital projects

1. Coordinate City staff and operational teams to develop financial planning initiatives that will improve current revenues/funding sources and evaluate long-term City pension requirements. Conduct program review and prepare recommendation to the City Commission on efficient operational alternatives.
2. Continue to track legislative activities at the state and federal level to identify unfunded mandates and legislation that will affect municipal operations.
3. Continue to develop and implement the budget and five-year financial plan for capital and operating needs of the City.



DEPARTMENT: City Manager
DIVISION:

FUND: 001
DEPT. NO.: 1210

Target Performance Metrics:

- Provide City Commission with financial options and alternatives for current and future revenue enhancements, expenditure reductions, and service program evaluation (Level of Service).
- Continue to identify alternative funding sources for parks, recreation and cultural City projects through the Greater Boynton Beach Foundation.

Department Initiatives No. 2: Meet the emerging challenge of an increasingly diverse population through community infrastructure and capacity building.

1. Identify and partner with community stakeholders to become Ambassadors for the City's Brand Promise and economic development efforts.
2. Identify potential partnerships with area non-profits for development of recreational, cultural and educational venues.
3. Establish an Education Initiative/Liaison Program with local schools.

Target Performance Metrics:

- Identify the number of partnerships created with various business entities.

City Initiative No. 3: Boynton Beach Branding

Department Initiatives: Provide leadership and direction that will recognize and motivate employees to ensure excellent public service and increased employee retention

1. Facilitate the development and implementation of Brand Promise culturalization program.
2. Facilitate the development of a Succession Planning program to ensure a core of qualified internal replacements for all key positions within the organization.
3. Continue to offer cost effective training to City personnel that will increase their knowledge, skills and abilities and provide a core set of supervisory/management skills to each person responsible for managing others.
4. Encourage interdepartmental coordination to maximize existing resources to ensure continued level of service amid budgetary constraints.

Target Performance Metrics:

- Produce a Succession Planning policy document.
- List the number of training events or seminar offered to City personnel



PERSONNEL ALLOCATION

DEPARTMENT: City Manager			FUND: 001				
DIVISION:			DEPT. NO.: 1210				
Position Title	Position Number	Pay Grade	2017/18 Actual	2018/19 Actual	2019/20 Inc/(Dec)	2019/20 Requested	2019/20 Adopted
Full-Time Positions:							
City Manager	01019	98	1.0	1.0	0.0	1.0	1.0
Assistant City Manager - Admin	01149	46	0.75	0.75	0.0	0.75	0.75
ADA and Grants Coordinator	01139	23	1.0	1.0	0.0	1.0	1.0
Administrative							
Asst/Commission Aide	01040	14	1.0	1.0	0.0	1.0	1.0
Executive Assistant	01129	20	1.0	1.0	0.0	1.0	1.0
Subtotal:			4.75	4.75	0.00	4.75	4.75
Part-Time Positions (FTE):							
ADA Coordinator Assistant			0.0	0.0	0.5	0.5	0.5
Subtotal:			0.0	0.0	0.5	0.5	0.5
Total Personnel:			4.75	4.75	0.50	5.25	5.25

Performance Measures	Actual			Estimate 2018-19	Projected 2019-20
	2015-16	2016-17	2017-18		
City Manager					
Population	74,240	73,163	75,569	76,800	78,000
Number of City Employees	791	806	817	826	840
Operating Expenditures per Capita	\$ 1,008	\$ 1,157	\$ 1,089	\$ 1,179	\$ 1,167



DETAIL EXPENDITURES

ACCOUNT		2017/2018 Actual Expense	2018/2019 Amended Budget	2018/2019 Estimated Expenditures	2019/2020 Department Request	2019/2020 Adopted Budget
DIV 10 CITY MANAGER 001-1210-512						
DEPARTMENT SUMMARY						
	Personnel Services	684,065	726,750	660,758	749,258	739,371
	Operating Expenses	59,731	43,867	38,248	41,835	41,839
	Capital Outlay	1,615	-	-	-	-
	Nonoperating Expenses	3,915	3,915	2,610	3,915	3,915
	TOTAL	\$ 749,326	\$ 774,532	\$ 701,616	\$ 795,008	\$ 785,125
	Estimated as % of Budget			91%		
12-10	REGULAR SALARIES/WAGES	445,784	496,850	450,000	494,200	494,100
14-10	OVERTIME	-	-	-	-	-
15-12	CELL PHONE ALLOWANCE	378	380	221	380	380
15-20	CAR ALLOWANCE	2,700	2,700	1,575	2,700	2,700
19-99	NEW PERSONNEL/RECLASS	-	-	-	18,509	18,509
21-10	EMPLOYER FICA	28,415	32,000	30,000	37,900	32,543
22-10	GENERAL EMPLOYEES PENSION	121,913	125,173	125,173	125,885	125,885
22-40	DEF COMP CONTRIBUTION	22,189	24,500	16,019	26,000	24,500
23-10	LIFE INSURANCE	1,614	688	423	388	250
23-20	DISABILITY INSURANCE	1,025	3,368	2,185	1,868	1,944
23-30	HEALTH INSURANCE	54,721	34,422	30,000	35,222	36,324
23-32	CIGNA HSA	3,563	-	-	-	-
23-34	HSA	-	4,213	3,938	3,750	-
23-40	DENTAL INSURANCE	1,574	2,193	1,093	2,193	1,993
23-50	VISION INSURANCE	189	263	131	263	243
	SUB-TOTAL Personnel Services	\$ 684,065	\$ 726,750	\$ 660,758	\$ 749,258	\$ 739,371
34-34	GRANTS TEAM	7,300	7,325	7,300	7,825	7,825
40-12	BUSINESS MEETINGS	8,294	13,115	10,702	14,200	14,200
41-15	CELLULAR PHONE/BEEPER	703	1,015	500	750	750
44-31	COPY MACHINE RENTAL	3,994	-	-	-	-
46-30	VEHICLE MAINT. - GARAGE	3,179	2,726	2,232	1,951	1,955
47-10	PRINTING & BINDING	39	200	66	500	500
49-09	SELF INSURANCE CHGS (W/C)	9,608	9,682	9,600	5,999	5,999
49-10	WAREHOUSE SERVICE CHG.	263	234	156	255	255
49-17	OTHER CONTRACTUAL SRVS	20,119	635	3,262	3,000	3,000
51-10	OFFICE SUPPLIES	1,884	2,235	1,518	1,250	1,250
52-20	OPR. EQUIPMENT <\$750.	-	250	201	300	300
52-85	FOOD SUPPLIES	1,866	1,300	90	700	700
54-10	BOOKS AND PUBLICATIONS	-	550	550	550	550
54-20	MEMBERSHIPS	1,920	2,100	1,973	3,555	3,555
54-30	TRAINING	562	2,500	98	1,000	1,000
	SUB- TOTAL Operating Expenses	\$ 59,731	\$ 43,867	\$ 38,248	\$ 41,835	\$ 41,839
64-15	COMPUTER EQUIPMENT	1,615	-	-	-	-
64-16	FURNITURE & FIXTURES	-	-	-	-	-
	SUB- TOTAL Capital Outlay	\$ 1,615	\$ -	\$ -	\$ -	\$ -
	SUBTOTAL	\$ 745,411	\$ 770,617	\$ 699,006	\$ 791,093	\$ 781,210
91-30	TRANSFER/VEH. SRV. FUND	3,915	3,915	2,610	3,915	3,915
	DEPARTMENT TOTAL	\$ 749,326	\$ 774,532	\$ 701,616	\$ 795,008	\$ 785,125



DETAIL EXPENDITURES

	ACCOUNT	2017/2018 Actual Expense	2018/2019 Amended Budget	2018/2019 Estimated Expenditures	2019/2020 Department Request	2019/2020 Adopted Budget
DIV 11 CITY HALL 001-1211-512						
	DEPARTMENT SUMMARY					
	Personnel Services	4,443	11,100	4,299	18,600	18,600
	Operating Expenses	5,129,667	2,343,026	2,130,275	2,871,227	2,613,839
	Capital Outlay	-	-	-	-	-
	Nonoperating Expenses	632,832	848,025	1,074,987	3,498,950	3,598,950
	TOTAL	\$ 5,766,942	\$ 3,202,151	\$ 3,209,561	\$ 6,388,777	\$ 6,231,389
	Estimated as % of Budget			100%		
14-10	OVERTIME	450	-	-	-	-
23-11	LIFE INSURANCE-RETIREES	3,549	1,600	832	3,600	3,600
25-15	UNEMPLOYMENT	444	9,500	3,467	15,000	15,000
	SUB-TOTAL Personnel Services	\$ 4,443	\$ 11,100	\$ 4,299	\$ 18,600	\$ 18,600
32-10	AUDIT FEE	39,669	40,556	34,200	40,556	40,556
34-55	TOWN SQUARE AGREEMENT	2,723,168	-	-	-	-
41-12	POSTAGE	45,049	58,000	32,572	70,000	50,000
43-10	ELECTRIC SERVICE	190,701	52,100	27,009	125,000	125,000
43-20	WATER/SEWER SERVICE	18,239	1,500	636	10,000	10,000
44-30	EQUIPMENT RENTAL	7,332	6,225	611	7,332	7,700
44-31	COPY MACHINE RENTAL	4,269	24,134	11,428	33,734	33,734
48-01	COMM PROMOTION/MARKETNG	798	2,050	1,000	5,000	5,000
48-24	SPECIAL EVENTS	85,638	17,000	11,102	17,000	17,000
49-08	INS CHGS-AUTO/PROP/LIAB	1,823,087	1,870,687	1,800,000	2,278,260	2,060,504
49-10	WAREHOUSE SERVICE CHG.	211	189	189	130	130
49-17	OTHER CONTRACTUAL SRVS	189,531	254,000	200,000	270,000	250,000
51-10	OFFICE SUPPLIES	118	5,500	2,934	3,500	3,500
52-85	FOOD SUPPLIES	662	950	-	-	-
54-20	MEMBERSHIPS	1,195	10,135	8,594	10,715	10,715
	SUB- TOTAL Operating Expenses	\$ 5,129,667	\$ 2,343,026	\$ 2,130,275	\$ 2,871,227	\$ 2,613,839
64-02	GENERAL EQUIPMENT	-	-	-	-	-
	SUB- TOTAL Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -
	SUBTOTAL	\$ 5,134,110	\$ 2,354,126	\$ 2,134,574	\$ 2,889,827	\$ 2,632,439
91-11	TRANSFER TO GOLF COURSE	-	-	-	-	-
91-15	TRANSFER TO PUBLIC ARTS F	20,000	20,000	13,333	20,000	20,000
91-05	TRANSFER TO SELF INS.	463,950	463,950	463,950	463,950	463,950
95-60	UNCOLLECTIBLE EXPENSE	112,129	137,000	137,000	-	-
99-01	CONTINGENCY	23,261	215,100	456,302	3,000,000	3,100,000
99-02	NON-BUDGETED EXPENSE	13,492	11,975	4,402	15,000	15,000
	SUB-TOTAL Nonoperating Expenses	\$ 632,832	\$ 848,025	\$ 1,074,987	\$ 3,498,950	\$ 3,598,950
	DEPARTMENT TOTAL	\$ 5,766,942	\$ 3,202,151	\$ 3,209,561	\$ 6,388,777	\$ 6,231,389



DETAIL EXPENDITURES

ACCOUNT		2017/2018 Actual Expense	2018/2019 Amended Budget	2018/2019 Estimated Expenditures	2019/2020 Department Request	2019/2020 Adopted Budget
DIV 12 TOWN SQUARE PROJECT 001-1214-512						
DEPARTMENT SUMMARY						
	Personnel Services	-	-	-	-	-
	Operating Expenses	1,365,363	4,265,054	4,350,766	5,745,370	5,720,370
	Capital Outlay	118,532	40,900	40,589	-	-
	Nonoperating Expenses	-	-	-	-	-
	TOTAL	\$ 1,483,895	\$ 4,305,954	\$ 4,391,355	\$ 5,745,370	\$ 5,720,370
	Estimated as % of Budget			102%		
12-10	REGULAR SALARIES/WAGES	-	-	-	-	-
21-10	EMPLOYER FICA	-	-	-	-	-
	SUB-TOTAL Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
31-15	LEGAL-LAND ACQ/TITLE	-	71,000	70,562	25,000	25,000
31-90	OTHER PROFESSIONAL SRVS	58,350	138,750	130,000	138,750	138,750
34-53	CONSULTANT FEES	27,500	-	-	-	-
34-55	TOWN SQUARE AGREEMENT	-	4,890	1,100,000	-	-
44-42	WATER/SEWER SERVICE	-	250	204	500	500
44-42	OFFICE RENTAL	277,733	3,996,164	3,000,000	5,311,120	5,311,120
48-01	COMM PROMOTION/MARKETNG	-	-	-	10,000	10,000
49-17	OTHER CONTRACTUAL SRVS	1,001,780	54,000	50,000	260,000	235,000
	SUB- TOTAL Operating Expenses	\$ 1,365,363	\$ 4,265,054	\$ 4,350,766	\$ 5,745,370	\$ 5,720,370
64-02	GENERAL EQUIPMENT	68,382	39,000	38,700	-	-
64-16	FURNITURE & FIXTURES	50,150	1,900	1,889	-	-
	SUB- TOTAL Capital Outlay	\$ 118,532	\$ 40,900	\$ 40,589	\$ -	\$ -
	SUBTOTAL	\$ 1,483,895	\$ 4,305,954	\$ 4,391,355	\$ 5,745,370	\$ 5,720,370
91-30	TRANSFER/VEH. SRV. FUND	-	-	-	-	-
	DEPARTMENT TOTAL	\$ 1,483,895	\$ 4,305,954	\$ 4,391,355	\$ 5,745,370	\$ 5,720,370



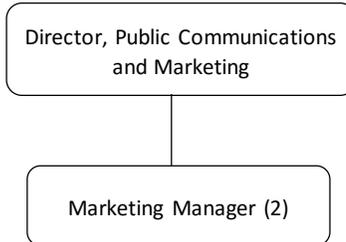
ORGANIZATIONAL CHART

DEPARTMENT: City Manager

FUND: 001

DIVISION: Public Communications and Marketing

DEPT. NO.: 1212





DEPARTMENT: City Manager
DIVISION: Public Communications and Marketing

FUND: 001
DEPT. NO.: 1212

DEPARTMENT MISSION STATEMENT: The Public Communications & Marketing Department's mission is to maximize opportunities to effectively inform and meaningfully engage the community.

DEPARTMENT CORE SERVICES:

- Media Relations
- Public Information
- Crisis Communications
- Social Media
- Event Planning/Management
- Community Engagement/Partnerships
- Marketing/Advertising
- Content Writing/Graphic Design

STRATEGIC PLAN INITIATIVES AND DEPARTMENT INITIATIVES ALIGNMENT:

City Initiative No. 1: Redevelop Downtown

Department Initiatives Alignment:

1. Continue to develop Town Square Marketing Plan
2. Increase Town Square Public Communications
3. Utilize Events as Opportunities to Promote and Brand Downtown
4. Meet monthly with CRA to Maximize Marketing and Event Resources

Target Performance Metrics:

- Establish a Town Square Marketing Committee comprised of development partners and community members.
- Launch a Town Square website that includes job opportunities and up-to-date public information.
- Develop Town Square accounts on Facebook, Twitter and Instagram.
- Plan and market two public input meetings on the Town Square.
- Plan and market quarterly Town Square public update meetings.
- Plan, market and implement a Town Square community engagement event.
- Plan and implement two tours of the Old High School: one for media and one for public.

City Initiative No. 2: Building Wealth in the Community

Department Initiatives Alignment:

1. Market Job and Vendor Opportunities
2. Promote Boynton Beach Businesses
3. Support Boynton Beach Schools
4. Actively Participate in County and State Tourism Events and Promotions



DEPARTMENT: City Manager
DIVISION: Public Communications and Marketing

FUND: 001
DEPT. NO.: 1212

Target Performance Metrics:

- Post jobs and vendor opportunities on social media outlets and website.
- Promote job fairs.
- Visit, welcome and promote new businesses.
- Engage public in promoting businesses through social media contests and/or promotions.
- Highlight a business each month on social media.
- Utilize a quote on “Why Boynton Beach” from a business on website quarterly.
- Re-activate Education Committee.
- Visit one school every other month and post video on social media outlets.
- Establish quarterly meetings with Discover the Palm Beaches and VISIT FLORIDA.

City Initiative No. 3: Boynton Beach Branding

Department Initiatives Alignment:

1. Develop Customer-Driven Branding Strategic Plan
2. Maximize Existing Public Communications Resources through Interdepartmental Coordination and Collaboration
3. Increase Public Communications through Community Engagement
4. Utilize Events as Opportunities to Increase Community Engagement, Foster Community Pride, and Brand Boynton Beach
5. Distinguish Boynton Beach from its Competitors

Target Performance Metrics:

- Conduct and evaluate community satisfaction survey.
- Based on preferences and expectations of customers, develop a 2-year Branding Strategic Plan.
- Establish a Branding Team consisting of internal and external representatives to assist in the development of Branding Strategic Plan and support branding efforts.
- Establish a Communications & Marketing Team consisting of representatives from each city department to support citywide public communications efforts.
- Conduct public communications audits with each department to determine current distribution and timelines of all citywide public communications.
- Create yearly calendar of citywide publications that includes responsibilities, progress targets and dissemination dates.
- Develop procedures and policies for employees presenting in public on behalf of the city.
- Provide two public communications and marketing training opportunities for employees.
- Launch new website that is mobile-friendly, customer-driven, inclusive and includes engagement.
- Prepare a comprehensive list of community-based organizations, contact information, current engagement and additional cross-promotional opportunities.
- Cultivate current partnerships and develop ten new alliances viewed as resources.
- Develop metrics of city employees’ participation in community-based organizations including reach.
- Ensure frequent opportunities for meaningful community engagement; conduct two new promotions.
- Meet with five organizations to discuss ways in which to increase dissemination of public communications to their residents, members and/or attendees.
- Provide a list of current and educational topics to organizations that city employees can present.
- Establish a Special Event Team consisting of representatives from each city department.



DEPARTMENT: City Manager

FUND: 001

DIVISION: Public Communications and Marketing

DEPT. NO.: 1212

- Develop spreadsheet that analyzes each events' costs, sponsorships, community engagement and reach.
- Propose and present new ordinances, policies, procedures and metrics for event permitting, processing, support and marketing to the City Commission.
- Develop metrics of evaluating potential events and support.
- Develop an elevator message.
- Create "Top Amenities" lists for each city customer group.
- Submit 10 entries to regional, state and national award competitions.
- Advertise in two regional, state or national publications.
- Pitch and secure two statewide and/or national press coverage.
- Research opportunities for blogging to increase SEO.



PERSONNEL ALLOCATION

DEPARTMENT: City Manager		FUND: 001					
DIVISION: Public Communications and Marketing		DEPT. NO.: 1212					
Position Title	Position Number	Pay Grade	2017/18 Actual	2018/19 Actual	2019/20 Inc/(Dec)	2019/20 Requested	2019/20 Adopted
Full-Time Positions:							
Director, Public Communications and Marketing	01189	30	1.0	1.0	0.0	1.0	1.0
Marketing Manager	01179	22	0.0	2.0	0.0	2.0	2.0
Digital Communications Coordinator	01040	22	1.0	0.0	0.0	0.0	0.0
Total Personnel:			2.0	3.0	0.0	3.0	3.0

Performance Measures	Actual			Estimate	Projected
	2015-16	2016-17	2017-18	2018-19	2019-20
Marketing / Communications					
Marketing /Promotion Budget	\$ 10,200	\$ 7,215	\$ 5,060	\$ 4,500	\$ 7,500
Website Users		309,000	283,798	340,267	401,730
Awards	10	12	12	12	12
Calendar and Annual Report	Yes	Yes	Yes	Yes	Yes
Number of Media Articles Published	27,000	27,540	-	-	-
Press Inquiries	530	541	-	-	-
E-Newsletters	-	-	-	5	15



DETAIL EXPENDITURES

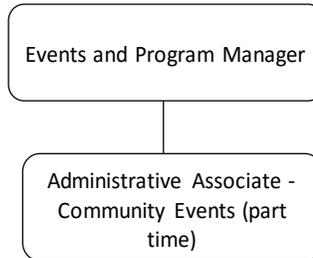
ACCOUNT		2017/2018 Actual Expense	2018/2019 Amended Budget	2018/2019 Estimated Expenditures	2019/2020 Department Request	2019/2020 Adopted Budget
DIV 12 MARKETING/COMMUNICATIONS 001-1212-519						
DEPARTMENT SUMMARY						
	Personnel Services	228,187	287,073	243,305	309,921	304,930
	Operating Expenses	89,345	173,120	96,542	137,729	141,624
	Capital Outlay	-	4,475	4,425	2,000	2,000
	Nonoperating Expenses	-	-	-	-	-
	TOTAL	\$ 317,532	\$ 464,668	\$ 344,272	\$ 449,650	\$ 448,554
	Estimated as % of Budget			74%		
12-10	REGULAR SALARIES/WAGES	142,281	193,394	175,000	202,600	199,530
14-10	OVERTIME	-	150	-	-	-
15-12	CELL PHONE ALLOWANCE	504	754	504	504	504
15-20	CAR ALLOWANCE	3,600	3,600	2,100	3,600	3,600
21-10	EMPLOYER FICA	10,619	15,234	8,410	15,234	15,555
22-10	GENERAL EMPLOYEES PENSION	40,463	43,980	43,980	60,400	60,400
23-10	LIFE INSURANCE	330	160	116	189	189
23-20	DISABILITY INSURANCE	504	1,228	852	778	795
23-30	HEALTH INSURANCE	28,314	22,522	9,849	22,950	22,941
23-32	CIGNA HSA	750	-	-	-	-
23-34	HSA	-	4,500	1,750	2,250	-
23-40	DENTAL INSURANCE	734	1,385	664	1,260	1,260
23-50	VISION INSURANCE	88	166	80	156	156
	SUB-TOTAL Personnel Services	\$ 228,187	\$ 287,073	\$ 243,305	\$ 309,921	\$ 304,930
40-12	BUSINESS MEETINGS	2,312	8,080	2,348	5,080	5,080
41-10	TELEPHONE SERVICES	938	2,300	1,019	2,620	2,620
41-12	POSTAGE	-	4,240	4,078	6,000	6,000
41-15	CELLULAR PHONE/BEEPER	-	600	83	-	-
44-31	COPY MACHINE RENTAL	-	60	55	-	-
46-30	VEHICLE MAINT. - GARAGE	-	815	-	-	-
46-91	SOFTWARE MAINTENANCE	2,144	2,475	982	-	-
47-10	PRINTING & BINDING	27,144	41,470	14,792	45,585	35,000
48-01	COMM PROMOTION/MARKETNG	5,061	4,500	3,623	4,500	4,500
48-05	ADVERTISING	11,639	12,790	889	11,090	15,000
49-09	SELF INSURANCE CHGS (W/C)	-	-	-	3,789	3,789
49-17	OTHER CONTRACTUAL SRVS	34,447	80,725	63,644	43,750	55,000
49-41	LICENSES, FEES & PERMITS	-	5,350	2,500	5,350	5,350
51-10	OFFICE SUPPLIES	737	200	179	1,000	500
52-85	FOOD SUPPLIES	632	1,000	349	1,000	500
54-10	BOOKS-PUBLICATIONS-VIDEOS	252	820	630	270	390
54-20	MEMBERSHIPS	3,940	3,695	1,100	3,695	3,895
54-30	TRAINING	99	4,000	271	4,000	4,000
	SUB- TOTAL Operating Expenses	\$ 89,345	\$ 173,120	\$ 96,542	\$ 137,729	\$ 141,624
64-14	COMPUTER SOFTWARE	-	2,475	2,475	2,000	2,000
64-15	COMPUTER EQUIPMENT	-	2,000	1,950	-	-
	SUB- TOTAL Capital Outlay	\$ -	\$ 4,475	\$ 4,425	\$ 2,000	\$ 2,000
	SUBTOTAL	\$ 317,532	\$ 464,668	\$ 344,272	\$ 449,650	\$ 448,554
91-30	TRANSFER/VEH. SRV. FUND	-	-	-	-	-
	DEPARTMENT TOTAL	\$ 317,532	\$ 464,668	\$ 344,272	\$ 449,650	\$ 448,554



ORGANIZATIONAL CHART

DEPARTMENT: City Manager
DIVISION: Special Events

FUND: 001
DEPT. NO.: 1213





PERSONNEL ALLOCATION

DEPARTMENT: City Manager			FUND: 001				
DIVISION: Special Events			DEPT. NO.: 1213				
Position Title	Position Number	Pay Grade	2017/18 Actual	2018/19 Actual	2019/20 Inc/(Dec)	2019/20 Requested	2019/20 Adopted
Full-Time Positions:							
Events and Program Manager	61129	26	0.0	1.0	1.0	2.0	2.0
Subtotal:			0.0	1.0	1.0	2.0	2.0
Part-Time Positions (FTE):							
Administrative Associate-Community Events	61017	10	0.00	0.5	(0.5)	0.0	0.0
Subtotal:			0.00	0.0	0.5	0.0	0.0
Total Personnel:			0.0	1.5	0.5	2.0	2.0



DETAIL EXPENDITURES

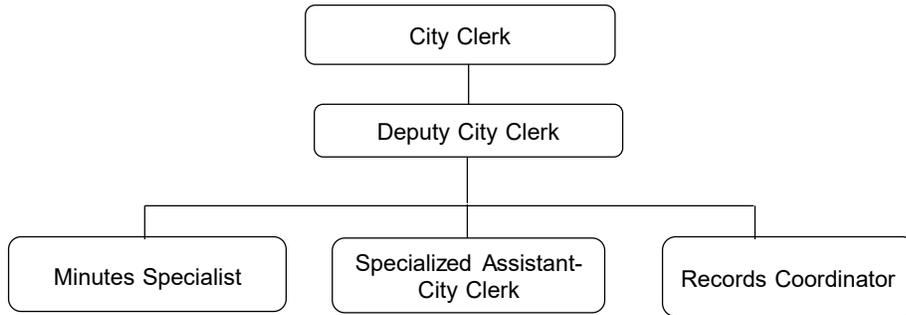
ACCOUNT		2017/2018 Actual Expense	2018/2019 Amended Budget	2018/2019 Estimated Expenditures	2019/2020 Department Request	2019/2020 Adopted Budget
DIV 12 SPECIAL EVENTS 001-1213-519						
DEPARTMENT SUMMARY						
	Personnel Services	-	109,515	36,601	164,066	157,435
	Operating Expenses	-	139,874	115,793	145,514	227,314
	Capital Outlay	-	2,500	1,900	2,000	2,000
	Nonoperating Expenses	-	-	-	-	-
	TOTAL	\$ -	\$ 251,889	\$ 154,294	\$ 311,580	\$ 386,749
	Estimated as % of Budget			61%		
12-10	REGULAR SALARIES/WAGES	-	92,971	32,128	96,081	90,550
15-12	CELL PHONE ALLOWANCE	-	420	30	504	504
19-99	NEW PERSONNEL/RECLASS	-	-	-	26,706	26,706
21-10	EMPLOYER FICA	-	7,274	2,392	7,274	6,924
22-10	GENERAL EMPLOYEES PENSION	-	-	-	24,259	24,259
23-10	LIFE INSURANCE	-	19	11	63	63
23-20	DISABILITY INSURANCE	-	307	184	307	307
23-30	HEALTH INSURANCE	-	8,007	1,738	7,650	7,650
23-34	HSA	-	-	-	750	-
23-40	DENTAL INSURANCE	-	462	105	420	420
23-50	VISION INSURANCE	-	55	13	52	52
	SUB-TOTAL Personnel Services	\$ -	\$ 109,515	\$ 36,601	\$ 164,066	\$ 157,435
40-12	BUSINESS MEETINGS	-	275	100	1,000	1,000
41-12	POSTAGE	-	500	250	500	500
47-10	PRINTING & BINDING	-	-	5,000	10,000	10,000
48-01	COMM PROMOTION/MARKETNG	-	300	300	300	300
48-05	ADVERTISING	-	3,445	9,000	13,920	11,420
48-24	SPECIAL EVENTS	-	130,510	100,000	115,700	200,000
49-09	SELF INSURANCE CHGS (W/C)	-	-	-	1,894	1,894
51-10	OFFICE SUPPLIES	-	1,000	20	1,000	1,000
52-85	FOOD SUPPLIES	-	1,765	123	750	750
54-20	MEMBERSHIPS	-	950	500	450	450
54-30	TRAINING	-	1,129	500	-	-
	SUB- TOTAL Operating Expenses	\$ -	\$ 139,874	\$ 115,793	\$ 145,514	\$ 227,314
64-02	GENERAL EQUIPMENT	-	500	-	-	-
64-15	COMPUTER EQUIPMENT	-	2,000	1,900	2,000	2,000
	SUB- TOTAL Capital Outlay	\$ -	\$ 2,500	\$ 1,900	\$ 2,000	\$ 2,000
	SUBTOTAL	\$ -	\$ 251,889	\$ 154,294	\$ 311,580	\$ 386,749
91-30	TRANSFER/VEH. SRV. FUND	-	-	-	-	-
	DEPARTMENT TOTAL	\$ -	\$ 251,889	\$ 154,294	\$ 311,580	\$ 386,749



ORGANIZATIONAL CHART

DEPARTMENT: City Clerk
DIVISION:

FUND: 001
DEPT. NO.: 1310





DEPARTMENT: City Clerk
DIVISION:

FUND: 001
DEPT. NO.: 1310

DEPARTMENT MISSION STATEMENT: The mission of the City Clerk’s Office is, follow all State mandated regulations and coordinate municipal elections in an ethical and unbiased manner and to process and preserve the official records of the City using current technology and provide data and information to both internal and external customers while maintaining a high level of customer satisfaction.

DEPARTMENT CORE SERVICES:

- State Mandates/Election
- Agenda Preparation
- Public Record Requests
- Public meetings/ Minutes
- Lien Searches
- Cemetery Records
- Records Management

STRATEGIC PLAN INITIATIVES AND DEPARTMENT INITIATIVES ALIGNMENT:

City Initiative No. 2: Building Wealth in the Community

Department Initiatives No. 1: State Mandates/Election

1. Follow all existing State Regulations and implement all new statutes

Target Performance Metrics:

- Maintain accurate records to ensure compliance with all mandates
- Track all legislation and new mandates to implement their intent as required
- Assist all candidates for elected office, contract with polling locations and poll workers and arrange training for all election day workers and process the payments for such services.

Department Initiatives No. 2: Agenda Preparation

1. Coordinate the publication of meeting agendas to provide the Commission with the necessary information to make informed decisions and enhance transparency in City Government.

Target Performance Metrics:

- Analyze the use of data collected in agenda items.
- Prepare reports to reflect the progress of the strategic objectives and climate action plan.

Department Initiatives No. 3: Public Record Requests

1. Monitor and track all public record requests received to ensure prompt responses and serve all internal and external customers

Target Performance Metrics:

- Continue to educate and encourage all departments in the use of the GOV QA software to ensure compliance with public record laws
- Monitor timely completion of all requests
- Utilize report preparation function in current software to analyze expense of public record request for legislative changes to Public Records laws



DEPARTMENT: City Clerk
DIVISION:

FUND: 001
DEPT. NO.: 1310

Department Initiatives No. 4: Public Meetings/Minutes

1. Attend public meetings when necessary and prepare accurate minutes to preserve the history of actions taken by governing bodies to grow the City of Boynton Beach

Target Performance Metrics:

- Track monthly meeting calendars and coordinate minutes preparation
- Maintain minutes prepared from the meetings for use by others

Department Initiatives No. 5: Cemetery Records

1. Verify the accuracy of cemetery records to prepare for public access

Target Performance Metrics:

- Compare existing records prior to mapping
- Adhere and enforce the guidelines established for the sale of cemetery lots

Department Initiatives No. 6: Records Management

1. Evaluate procedures for each process within the City Clerk's office to eliminate redundancy and promote cross training. Investigate the records management process in all departments to develop a City-wide records policy.

Target Performance Metrics:

- Audit existing procedures to achieve efficiencies with current technology
- Create procedures for any new functions
- Utilize existing technology to provide more accurate data and create reports with pertinent data to assist other departments.
- Investigate record retention methods and compliance with State guidelines



PERSONNEL ALLOCATION

DEPARTMENT: City Clerk			FUND: 001				
DIVISION:			DEPT. NO.: 1310				
Position Title	Position Number	Pay Grade	2017/18 Actual	2018/19 Actual	2019/20 Inc/(Dec)	2019/20 Requested	2019/20 Adopted
Full-Time Positions:							
City Clerk	03019	39	1.0	1.0	0.0	1.0	1.0
Deputy City Clerk	03029	24	1.0	1.0	0.0	1.0	1.0
Minutes Specialist	03022	14	1.0	1.0	0.0	1.0	1.0
Records Coordinator	03032	12	1.0	1.0	0.0	1.0	1.0
Specialized Assistant-City Clerk	03012	14	1.0	1.0	0.0	1.0	1.0
Total Personnel:			5.0	5.0	0.0	5.0	5.0

Performance Measures	Actual			Estimate	Projected
	2015-16	2016-17	2017-18	2018-19	2019-20
City Clerk					
Public Records Request	400	5,274	5,027	4,279	4,500
Lien Search In and Out	4,050	3,610	3,579	3,656	3,600
Number of Agenda Items Processed	700	610	902	881	875
Public meetings		149	157	146	150
Minutes		1822	1,832	1,562	1,700



DETAIL EXPENDITURES

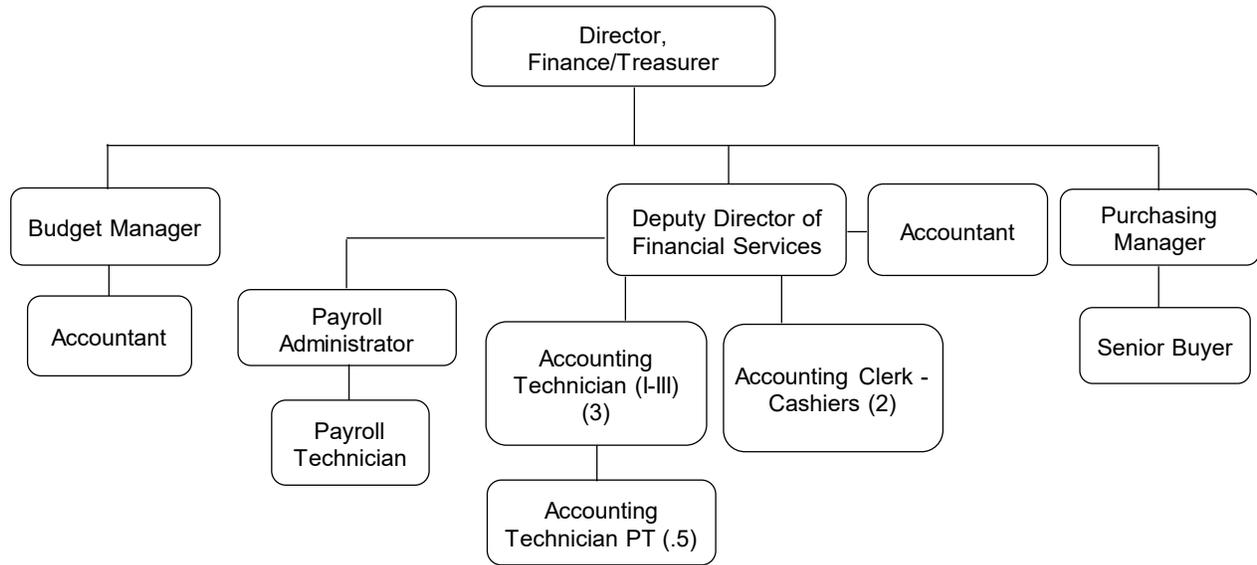
ACCOUNT		2017/2018 Actual Expense	2018/2019 Amended Budget	2018/2019 Estimated Expenditures	2019/2020 Department Request	2019/2020 Adopted Budget
DIV 10 CITY CLERK 001-1310-512						
DEPARTMENT SUMMARY						
	Personnel Services	428,761	476,098	452,109	426,579	433,203
	Operating Expenses	122,878	284,298	208,855	226,632	227,021
	Capital Outlay	7,800	2,775	2,640	3,500	3,500
	Nonoperating Expenses	-	-	-	-	-
	TOTAL	\$ 559,439	\$ 763,171	\$ 663,604	\$ 656,711	\$ 663,724
	Estimated as % of Budget			87%		
12-10	REGULAR SALARIES/WAGES	281,903	318,842	300,000	274,842	283,414
14-10	OVERTIME	-	1,000	-	1,000	1,000
15-12	CELL PHONE ALLOWANCE	504	504	294	504	-
21-10	EMPLOYER FICA	20,991	24,064	25,000	21,064	21,720
22-10	GENERAL EMPLOYEES PENSION	83,560	86,184	86,184	85,215	85,215
23-10	LIFE INSURANCE	468	255	109	255	164
23-20	DISABILITY INSURANCE	989	2,077	1,276	1,077	1,100
23-30	HEALTH INSURANCE	34,246	37,412	35,000	40,037	38,236
23-32	CIGNA HSA	3,750	-	-	-	-
23-34	HSA	-	3,175	2,875	-	-
23-40	DENTAL INSURANCE	2,098	2,308	1,224	2,308	2,098
23-50	VISION INSURANCE	252	277	147	277	256
	SUB-TOTAL Personnel Services	\$ 428,761	\$ 476,098	\$ 452,109	\$ 426,579	\$ 433,203
40-12	BUSINESS MEETINGS	896	2,500	1,040	2,900	2,900
41-15	CELLULAR PHONE/BEEPER	-	-	-	-	504
46-20	EQUIPMENT MAINTENANCE	-	1,500	-	1,500	1,500
47-10	PRINTING & BINDING	152	2,680	34	400	400
47-22	CODIFY ORDINANCES	8,076	14,000	5,088	15,000	15,000
48-21	EMPLOYEE RECOGNITION	-	300	300	300	300
49-09	SELF INSURANCE CHGS (W/C)	984	990	660	1,196	1,081
49-10	WAREHOUSE SERVICE CHG.	348	288	192	216	216
49-12	LEGAL ADS	38,704	30,000	30,000	20,000	20,000
49-14	CREDIT CARD FEES	7,724	12,780	5,323	8,000	8,000
49-15	ELECTION EXPENSE	-	138,097	97,051	100,000	100,000
49-16	COURT COSTS	4,000	5,000	1,000	5,000	5,000
49-17	OTHER CONTRACTUAL SRVS	58,028	70,720	65,000	67,200	67,200
51-10	OFFICE SUPPLIES	957	900	544	1,300	1,300
52-01	SUPPLIES	64	1,400	(16)	1,400	1,400
52-20	OPR. EQUIPMENT <\$750.	-	750	693	-	-
54-10	BOOKS AND PUBLICATIONS	1,449	1,250	1,000	1,250	1,250
54-20	MEMBERSHIPS	715	793	751	620	620
54-30	TRAINING	781	350	195	350	350
	SUB- TOTAL Operating Expenses	\$ 122,878	\$ 284,298	\$ 208,855	\$ 226,632	\$ 227,021
64-15	COMPUTER EQUIPMENT	-	2,775	2,640	-	-
64-16	FURNITURE & FIXTURES	2,800	-	-	3,500	3,500
64-20	COMMUNICATION EQUIP	5,000	-	-	-	-
	SUB- TOTAL Capital Outlay	\$ 7,800	\$ 2,775	\$ 2,640	\$ 3,500	\$ 3,500
	SUBTOTAL	\$ 559,439	\$ 763,171	\$ 663,604	\$ 656,711	\$ 663,724
91-30	TRANSFER/VEH. SRV. FUND	-	-	-	-	-
	DEPARTMENT TOTAL	\$ 559,439	\$ 763,171	\$ 663,604	\$ 656,711	\$ 663,724



ORGANIZATIONAL CHART

DEPARTMENT: Financial Services
DIVISION:

FUND: 001
DEPT. NO.: 1410





DEPARTMENT: Financial Services
DIVISION:

FUND: 001
DEPT. NO.: 1410

MISSION STATEMENT:

To safeguard the assets of the City and to maximize the efficiency to which those assets are allocated. To maintain a strong financial condition to ensure funds are available to provide the level of services that fulfill residents' expectations. Communicate effectively with staff, management, and the Commission. Work in a supportive, respectful and co-operative manner to ensure we provide the highest quality financial service to all our customers.

DEPARTMENT CORE SERVICES:

- Accounting
- Purchasing/Procurement
- Payroll
- Accounts Payable
- Cashier & Customer Service
- Revenue Management
- Annual Financial Audit
- Annual Budget Development
- Policies & Procedures

CITY INITIATIVE No. 2: Building Wealth in the Community

Department Initiatives No. 1: Accounting

1. Maintain uniform chart of accounts (Guidance - F.S. 218.33)
2. Process all accounting entries related to Assets, Liabilities, Revenues and Expenditures

Target Performance Metrics:

- Number of accounting entries process monthly

Department Initiatives No. 2: Purchasing/Procurement

1. Ensure maximum open competition for all solicitations
2. Ensure fair, equitable, transparent procurement process
3. Increase business with local vendors

Target Performance Metrics:

- Reduce the number of procurement outstanding issues
- Reduce the number of protests received
- Quantifying the amount of business with local vendors

Department Initiatives No. 3: Payroll

1. Reconcile vacation, sick, and other leave balances
2. Address employee pension

Target Performance Metrics:

- Number/Amount of payroll adjustments vs total payroll



DEPARTMENT: Financial Services
DIVISION:

FUND: 001
DEPT. NO.: 1410

Department Initiatives No. 4: Accounts Payable

1. Expedite vendor payment (per prompt payment guidelines)

Target Performance Metrics:

- Percentage of accounts payable transactions processed monthly and annually
- Number of 121 Checks vs Purchase Orders

Department Initiatives No. 5: Revenue Management

1. Perform Revenue analysis to aid the improvement for collection process
2. Evaluate various check processing methods for efficiency
3. Cash Receipts/Accounts Receivable process improvement
4. Cash Management and Investment Reporting

Target Performance Metrics:

- Analysis of budget versus actual revenues, dollars or as a percent.

Department Initiatives No. 6: Annual Financial Audit

1. Complete the process in 4 to 6 months
2. State Annual Financial Report (Guidance: Florida Statute and GASB)

Target Performance Metrics:

- Number of audit findings
- GFOA – Certificate of Achievement for Excellence in Financial Reporting for CAFR
- Implement GASB 89 and GASB 75

Department Initiatives No. 7: Annual Budget Development

1. Improve data analysis, documentation,
2. Improve Capital Improvement Program budget and monthly financial reporting (Guidance: F.S. 166.241, 200.065, 216.181)

Target Performance Metrics:

- GFOA – Distinguished Budget Presentation Award

Department Initiatives No. 8: Policies and Procedures

1. Purchasing policies and procedures
2. Capitalization and depreciation of fixed assets
3. Collection and return of surety bonds for capital projects
4. Improve cash management or revenue forecasting methods
5. Improve the Capital Improvement Policy
6. Review of the City's Investment policy and required financial reporting

Target Performance Metrics:

- Update Purchasing APM's and Pcard by end of FY 2019



PERSONNEL ALLOCATION

DEPARTMENT: Financial Services			FUND: 001				
DIVISION:			DEPT. NO.: 1410				
Position Title	Position Number	Pay Grade	2017/18 Actual	2018/19 Actual	2019/20 Inc/(Dec)	2019/20 Requested	2019/20 Adopted
Full-Time Positions:							
Director, Finance/Treasurer	04119	45	1.0	1.0	0.00	1.0	1.0
Deputy Director of Financial Services	04199	36	0.0	1.0	0.00	1.0	1.0
Accounting Manager	04219	30	1.0	0.0	0.00	0.0	0.0
Budget Manager	04209	30	1.0	1.0	0.00	1.0	1.0
Purchasing Manager	04229	30	1.0	1.0	0.00	1.0	1.0
Payroll Administrator	04150	20	1.0	1.0	0.00	1.0	1.0
Accountant	04149	18	2.0	2.0	0.00	2.0	2.0
Payroll Technician	04180	16	1.0	1.0	0.00	1.0	1.0
Senior Buyer	04332	15	1.0	1.0	1.00	1.0	1.0
Buyer	04322	12	0.0	0.0	(1.00)	0.0	0.0
Accounts Payable Specialist	04170	11	1.0	0.0	0.00	0.0	0.0
Accounting Clerk	04220	10	0.0	2.0	0.00	2.0	2.0
Accounting Technician Career Path Unspecified Personnel			4.0	3.0	0.00	3.0	3.0
Accounting Technician I	04160	10	*	*	*	*	*
Accounting Technician II	04200	11	*	*	*	*	*
Accounting Technician III	04210	12	*	*	*	*	*
			14.0	14.0	0.0	14.0	14.0
Part-Time Positions (FTE):							
Accounting Technician (1,040 hours)	04160	10	0.5	0.5	0.0	0.5	0.5
			0.5	0.5	0.0	0.5	0.5
Total Personnel:			14.5	14.5	0.0	14.5	14.5

Performance Measures	Actual			Estimate 2018-19	Projected 2019-20
	2015-16	2016-17	2017-18		
Finance					
Actual General Fund Revenue collections	\$ 76,647,322	\$ 80,136,191	\$ 87,369,122	\$ 91,124,026	\$ 95,072,121
Number of Invoices Processed for Payment	20,202	23,849	24,207	23,464	22,931
Number of Purchase Orders	1,463	1,492	1,492	1,492	1,438
Number of Epayable transactions	841	646	546	548	550
Number of Budget Transfer processed	187	250	254	305	270
Comprehensive Annual Financial Report	Yes	Yes	Yes	Yes	Yes
Budget Distinguish Award	Yes	Yes	Yes	Yes	Yes



DETAIL EXPENDITURES

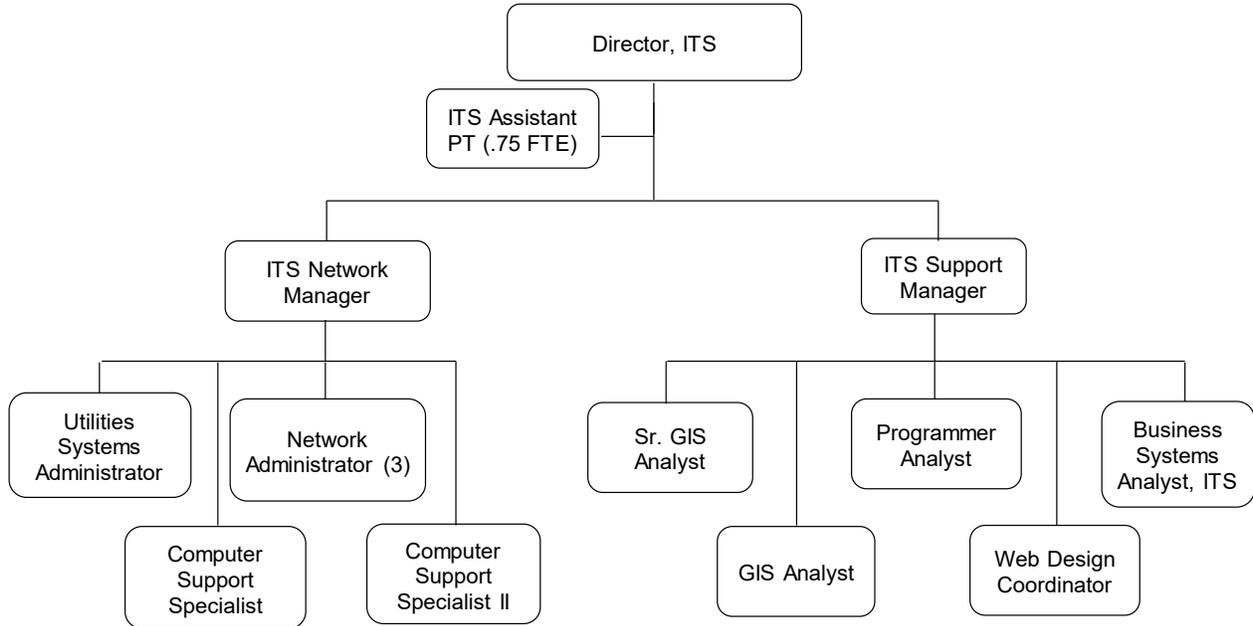
ACCOUNT		2017/2018 Actual Expense	2018/2019 Amended Budget	2018/2019 Estimated Expenditures	2019/2020 Department Request	2019/2020 Adopted Budget
DIV 10 FINANCIAL SERVICES 001-1410-513						
DEPARTMENT SUMMARY						
	Personnel Services	1,115,481	1,274,203	1,210,989	1,358,016	1,328,260
	Operating Expenses	48,846	49,140	31,669	47,644	47,370
	Capital Outlay	-	25,250	2,040	22,250	22,250
	Nonoperating Expenses	-	-	-	-	-
	TOTAL	\$ 1,164,327	\$ 1,348,593	\$ 1,244,698	\$ 1,427,910	\$ 1,397,880
	Estimated as % of Budget			92%		
12-10	REGULAR SALARIES/WAGES	724,622	850,471	800,000	874,009	868,752
14-10	OVERTIME	962	1,000	476	1,000	1,000
15-12	CELL PHONE ALLOWANCE	-	504	-	504	504
15-20	CAR ALLOWANCE	826	3,600	1,400	3,600	3,600
19-99	NEW PERSONNEL/RECLASS	-	-	-	20,000	-
21-10	EMPLOYER FICA	53,670	64,010	60,000	65,510	66,645
22-10	GENERAL EMPLOYEES PENSION	254,004	263,659	263,659	269,371	269,371
23-10	LIFE INSURANCE	1,406	587	271	1,400	1,400
23-20	DISABILITY INSURANCE	3,078	4,780	3,300	3,280	3,336
23-30	HEALTH INSURANCE	63,226	72,104	72,000	112,104	107,060
23-32	CIGNA HSA	8,438	-	-	-	-
23-34	HSA	-	8,250	6,906	-	-
23-40	DENTAL INSURANCE	4,686	4,462	2,658	6,462	5,875
23-50	VISION INSURANCE	563	776	319	776	717
	SUB-TOTAL Personnel Services	\$ 1,115,481	\$ 1,274,203	\$ 1,210,989	\$ 1,358,016	\$ 1,328,260
31-90	OTHER PROFESSIONAL SRVS	550	1,150	-	1,150	1,150
40-12	BUSINESS MEETINGS	214	1,500	71	1,500	1,500
44-31	COPY MACHINE RENTAL	2,668	-	-	-	-
46-20	EQUIPMENT MAINTENANCE	389	900	2,227	1,500	1,500
47-10	PRINTING & BINDING	-	250	45	250	250
49-09	SELF INSURANCE CHGS (W/C)	2,361	2,379	1,586	2,869	2,595
49-10	WAREHOUSE SERVICE CHG	1,935	1,711	1,711	1,575	1,575
49-17	OTHER CONTRACTUAL SRVS	25,830	26,000	17,500	17,500	17,500
51-10	OFFICE SUPPLIES	10,703	8,000	4,686	9,800	9,800
52-20	OPR EQUIPMENT <\$750	381	1,750	-	1,750	1,750
54-10	BOOKS-PUBLICATIONS-VIDEOS	-	500	-	500	500
54-20	MEMBERSHIPS	1,037	1,500	1,330	2,250	2,250
54-30	TRAINING	2,778	3,500	2,513	7,000	7,000
	SUB- TOTAL Operating Expenses	\$ 48,846	\$ 49,140	\$ 31,669	\$ 47,644	\$ 47,370
64-14	COMPUTER SOFTWARE	-	23,000	-	20,000	20,000
64-15	COMPUTER EQUIPMENT	-	2,250	2,040	2,250	2,250
	SUB- TOTAL Capital Outlay	\$ -	\$ 25,250	\$ 2,040	\$ 22,250	\$ 22,250
	SUBTOTAL	\$ 1,164,327	\$ 1,348,593	\$ 1,244,698	\$ 1,427,910	\$ 1,397,880
91-30	TRANSFER/VEH. SRV. FUND	-	-	-	-	-
	DEPARTMENT TOTAL	\$ 1,164,327	\$ 1,348,593	\$ 1,244,698	\$ 1,427,910	\$ 1,397,880



ORGANIZATIONAL CHART

DEPARTMENT: Information Technology Services
DIVISION: I.T.S. / G.I.S.

FUND: 001
DEPT. NO.: 1510





DEPARTMENT: I.T.S/G.I.S.
DIVISION:

FUND: 001
DEPT. NO.: 1510

DEPARTMENT MISSION STATEMENT: To provide technology products and services that enhance the City of Boynton Beach’s ability to deliver world-class service to the City’s residents and visitors.

DEPARTMENT CORE SERVICES:

- Help Desk
- Enterprise Infrastructure
- Enterprise Software
- Geographic Information Systems
- Information/Cyber Security
- Internet-Based Systems

STRATEGIC PLAN INITIATIVES AND DEPARTMENT INITIATIVES ALIGNMENT:

City Initiative No. 2: Building Wealth in the Community

Department Initiatives No. 1: Help Desk

1. New PCs purchased and deployed to our employees
2. PCs older than 7 years retired and remove from service

Target Performance Metrics:

- 40+ new PCs purchased and deployed to our users by April 2020
- All 7+ year old PCs retired and removed by July 2020

Department Initiatives No. 2: Enterprise Infrastructure

1. Ensure maximum availability for all major servers and network components

Target Performance Metrics:

- Availability of all major servers and network components measured at 99.94% or higher

Department Initiatives No. 3: Enterprise Software

1. Selection of consultant to evaluate the use of our enterprise resource planning (ERP) software (Superion/Naviline)
2. Selection and deployment of electronic plan review system

Target Performance Metrics:

- ERP RFP submitted, committee evaluation completed, and consultant selected by May 2020



DEPARTMENT: I.T.S/G.I.S.
DIVISION:

FUND: 001
DEPT. NO.: 1510

Department Initiatives No. 4: Geographic Information Systems

1. Evaluate GIS map/app needs for use in the EOC during an emergency event

Target Performance Metrics:

- GIS map/app needs assessment completed and recommendations implemented by June 2020

Department Initiatives No. 5: Information/Cyber Security

1. Deploy cyber security training module to all City employees
2. Deploy remedial cyber security training to those that fail cyber security tests
3. Monitor success of cyber security training for all employees

Target Performance Metrics:

- Cyber security vulnerability score (KnowBe4.com 'phish-prone') measured at 1.5% or less for fiscal year 2019/20
- NOTE: 1.5% is the current benchmark for our industry (Government), company size (250-1000 users), and program maturity (1 year)



PERSONNEL ALLOCATION

DEPARTMENT: Information Technology Services			FUND: 001				
DIVISION:			DEPT. NO.: 1510				
Position Title	Position Number	Pay Grade	2017/18 Actual	2018/19 Actual	2019/20 Inc/(Dec)	2019/20 Requested	2019/20 Adopted
Full-Time Positions:							
Director, ITS	06019	43	1.0	1.0	0.0	1.0	1.0
ITS Network Manager	06079	26	1.0	1.0	0.0	1.0	1.0
ITS Support Manager	06089	26	1.0	1.0	0.0	1.0	1.0
Utilities System Administrator	48059	29	1.0	1.0	0.0	1.0	1.0
Network Administrator	06059	22	3.0	3.0	0.0	3.0	3.0
Business Systems Analyst, ITS	06099	22	1.0	1.0	0.0	1.0	1.0
Senior GIS Analyst	70209	24	1.0	1.0	0.0	1.0	1.0
GIS Analyst	70109	17	1.0	1.0	0.0	1.0	1.0
Programmer/Analyst	06039	20	1.0	1.0	0.0	1.0	1.0
Web Design Coordinator	06679	22	1.0	1.0	0.0	1.0	1.0
Computer Support Specialist II	06230	17	1.0	1.0	0.0	1.0	1.0
Computer Support Specialist	06200	15	1.0	1.0	0.0	1.0	1.0
			14.0	14.0	0.0	14.0	14.0
Part-Time Positions (FTE):							
ITS Assistant	06237	10	0.75	0.75	0.0	0.75	0.75
			0.75	0.75	0.0	0.75	0.75
Total Personnel:							
			14.75	14.75	0.0	14.75	14.75

*Media Specialist moved to 1212

Performance Measures	Actual			Estimate 2018-19	Projected 2019-20
	2016-17	2016-17	2017-18		
Information Technology Support					
Number of Desktops/Laptops Supported	400	400	461	465	470
Number of Servers Supported	50	50	54	55	55
Number of Telephones Supported	N/A	N/A	690	700	700
Number of Help Desk Requests Processed	N/A	N/A	3,159	3,200	3,200
Cyber Phish-Prone % (from KnowBe4.com)	2.69	2.12	1.78	1.70	1.65
Number of Visitors to the City's website(www.boynton-beach.org)	N/A	300,378	327,594	430,500	430,500
Average Number of Help Desk Requests per Help Desk Agent (2.50)	N/A	N/A	1,264	1,280	1,280
Percentage of Network Availability	N/A	N/A	99.90	99.93	99.95



DETAIL EXPENDITURES

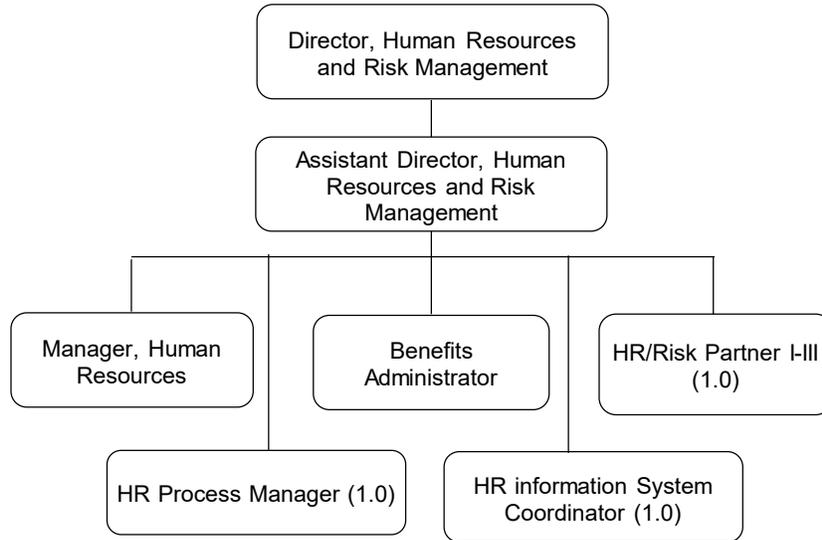
	ACCOUNT	2017/2018 Actual Expense	2018/2019 Amended Budget	2018/2019 Estimated Expenditures	2019/2020 Department Request	2019/2020 Adopted Budget
DIV 10 INFORMATION TECHNOLOGY SERVICES 001-1510-513						
DEPARTMENT SUMMARY						
	Personnel Services	1,191,700	1,436,697	1,385,283	1,468,653	1,463,559
	Operating Expenses	869,362	997,377	857,615	1,154,560	1,149,177
	Capital Outlay	26,265	5,000	1,121	-	-
	Nonoperating Expenses	-	-	-	-	-
	TOTAL	\$ 2,087,327	\$ 2,439,074	\$ 2,244,019	\$ 2,623,213	\$ 2,612,736
	Estimated as % of Budget			92%		
12-10	REGULAR SALARIES/WAGES	778,912	983,735	950,000	1,010,260	1,010,260
14-10	OVERTIME	211	2,000	2,000	2,000	2,000
15-12	CELL PHONE ALLOWANCE	756	1,008	588	1,008	1,008
21-10	EMPLOYER FICA	55,131	75,675	70,000	77,704	77,704
22-10	GENERAL EMPLOYEES PENSION	258,673	250,937	250,937	254,438	254,438
23-10	LIFE INSURANCE	1,603	823	487	680	630
23-20	DISABILITY INSURANCE	2,785	6,697	4,457	3,867	3,867
23-30	HEALTH INSURANCE	80,174	98,634	95,000	112,104	107,060
23-32	CIGNA HSA	8,656	-	-	-	-
23-34	HSA	-	9,950	8,250	-	-
23-40	DENTAL INSURANCE	4,284	6,462	3,182	5,875	5,875
23-50	VISION INSURANCE	515	776	382	717	717
	SUB-TOTAL Personnel Services	\$ 1,191,700	\$ 1,436,697	\$ 1,385,283	\$ 1,468,653	\$ 1,463,559
40-12	BUSINESS MEETINGS	1,949	2,901	1,705	1,450	1,450
41-10	TELEPHONE SERVICES	249,410	340,800	325,000	387,300	387,300
41-15	CELLULAR PHONE/BEEPER	2,356	2,960	1,682	3,120	3,120
44-31	COPY MACHINE RENTAL	3,686	-	-	-	-
46-20	EQUIPMENT MAINTENANCE	1,099	4,050	440	4,050	4,050
46-22	COMPUTER MAINTENANCE	29,205	51,418	28,058	56,620	56,620
46-23	TELEPHONE MAINT/SUPPLIES	541	1,500	1,500	1,500	1,500
46-30	VEHICLE MAINT. - GARAGE	623	765	430	575	907
46-91	SOFTWARE MAINTENANCE	226,347	249,530	215,000	292,065	292,065
48-21	EMPLOYEE RECOGNITION	150	100	100	100	100
49-09	SELF INSURANCE CHGS (W/C)	6,590	6,637	4,425	8,005	7,240
49-10	WAREHOUSE SERVICE CHG	399	365	243	315	315
49-17	OTHER CONTRACTUAL SRVS	299,556	304,762	275,000	375,050	370,150
51-10	OFFICE SUPPLIES	995	850	273	1,000	1,000
51-25	COMPUTER SFTWRE <\$750	13,710	-	-	-	-
52-01	SUPPLIES	1,437	1,500	169	1,500	1,500
52-20	OPR EQUIPMENT <\$750	27,532	22,049	2,368	7,000	7,000
52-22	UNIFORMS	11	180	178	200	150
54-10	BOOKS-PUBLICATIONS-VIDEOS	-	250	250	250	250
54-20	MEMBERSHIPS	350	760	469	760	760
54-30	TRAINING	3,416	6,000	325	13,700	13,700
	SUB- TOTAL Operating Expenses	\$ 869,362	\$ 997,377	\$ 857,615	\$ 1,154,560	\$ 1,149,177
64-14	COMPUTER SOFTWARE	-	-	-	-	-
64-15	COMPUTER EQUIPMENT	26,265	5,000	1,121	-	-
	SUB- TOTAL Capital Outlay	\$ 26,265	\$ 5,000	\$ 1,121	\$ -	\$ -
	SUBTOTAL	\$ 2,087,327	\$ 2,439,074	\$ 2,244,019	\$ 2,623,213	\$ 2,612,736
91-30	TRANSFER/VEH. SRV. FUND	-	-	-	-	-
	DEPARTMENT TOTAL	\$ 2,087,327	\$ 2,439,074	\$ 2,244,019	\$ 2,623,213	\$ 2,612,736



ORGANIZATIONAL CHART

DEPARTMENT: Human Resources
DIVISION:

FUND: 001
DEPT. NO.: 1610



Director, Human Resources and Risk Management - Funded 50% in Self Insurance



DEPARTMENT: Human Resources
DIVISION:

FUND: 001
DEPT. NO.: 1610

DEPARTMENT MISSION STATEMENT: : Human Resources creates and promotes a respectful working environment that fosters employee innovation, collaboration, and calculated risk-taking in the everyday performance of meeting the City’s strategic business goals and in the delivery of the City’s brand experience to our internal customers and the general public.

DEPARTMENT CORE SERVICES:

Advance the innovation, productivity, effectiveness, diversity, flexibility, performance, and service of the City by evaluating and challenging the “status-quo.”

- Treat all customers with the highest level of respect and provide excellent, real time service.
- Foster an inclusive culture that embraces diversity and encourages personal growth while ensuring the organization’s success.
- Utilize our current workforce in a flexible manner to meet the human capital needs of City departments.
- Maximize our human capital by hiring the most qualified candidates and retaining our valued employees.
- Offer employees the opportunity to obtain high level, quality benefits, while controlling cost and improving employee health by engaging employees in the City’s wellness program.
- Respond to public records request in an accurate, timely, consistent and professional manner.
- Negotiate, interpret and enforce the City’s Collective Bargaining Agreements and other policies in a legal, fair and equitable manner.

STRATEGIC PLAN INITIATIVES AND DEPARTMENT INITIATIVES ALIGNMENT:

City Initiative No. 2: Building Wealth in the Community

Department Initiatives No. 1: Employ Technology to Enhance Service, Communication and Productivity in a Cost Effective Manner

1. Fully utilize and maintain current Human Resources information on iBoynton.

Target Performance Metrics:

- Update Human Resources information on City intranet (iBoynton) within one (1) week of a change.

Department Initiatives No. 2: Efficiently recruit and retain the best-qualified people while recognizing and encouraging the value of diversity in the City

1. Utilize NeoGov statistical reports and other sources to measure Human Resources recruiting metrics.
2. Implement creative methods to fill the human capital needs of the City in a manner that accommodates employees’ work/life balance.



DEPARTMENT: Human Resources
DIVISION:

FUND: 001
DEPT. NO.: 1610

Target Performance Metrics:

- Measure success annually by a decrease in the advertising budget and by the time required to fill open positions with qualified candidates.
- Monitor reports each month to track Human Resources statistics including conducting reviews to ensure there is no disparate impact and tracking the retention of employees.
- Utilize our current workforce in a flexible manner to fill positions, whenever possible, to meet the human capital needs of City Departments. An increase in interest in employment with the City from highly qualified candidates and a decrease in voluntary resignations for other employment opportunities will be measures for success.

Department Initiatives No. 3: Upgrade Human Resources Department to Deliver Services in Pursuit of Organizational Change

1. Continue cross-training employees in the Human Resources department to have a “generalist” focus to be able to promptly respond to complex inquiries in all functional areas of Human Resources.
2. Establish, administer and effectively communicate sound policies, rules and practices that treat employees with dignity and respect while maintaining compliance with employment and labor laws, City policies, and labor agreements, when applicable.
3. Continually update and develop Human Resources job function procedures.
4. Ensure that the employees in the Human Resources Department are given the tools, training and motivation to operate in the most efficient manner and acknowledgement that each individual is important and plays a vital role in the success of Human Resources.

Target Performance Metrics:

- Continually update “living” Standard Operating Procedures, developing at least one (1) improvement in a Human Resources procedure each month and maintain and publish changes timely.
- Meet with Department Heads to obtain feedback regarding Human Resources services annually or more frequently as needed.
- Ensure that all Human Resources staff attends at least one (1) training class regarding Human Resources issues.

Department Initiatives No. 4: Maintain the City’s Compensation Program and Personnel Policy Manual

1. Maintain a competitive Class and Compensation program.
2. Maintain/revise Job Descriptions and create new ones as required.
3. Maintain and revise the Personnel Policy Manual.

Target Performance Metrics:

- Participate in Public Employers Personnel Information Exchange (PEPIE) compensation and pay policy survey and the Florida League of Cities salary and benefits survey.
- Review, revise and/or create job descriptions for those approved in the budget process.
- Review the Personnel Policy Manual for needed revisions quarterly and complete required revisions.



DEPARTMENT: Human Resources
DIVISION:

FUND: 001
DEPT. NO.: 1610

Department Initiatives No. 5: Maintain effective Labor Relations

1. Successfully negotiate the successor Collective Bargaining Agreements.
2. Train supervisors and management on the terms and conditions of collective bargaining agreements.
3. Maintain Labor-Management Committees.

Target Performance Metrics:

- Successfully negotiate Collective Bargaining Agreements.
- Train Supervisors and management on the terms and conditions of the collective bargaining agreement within thirty (30) days of ratification.
- Implement changes in the collective bargaining agreements upon ratification.
- Conduct Labor-Management Committee meetings on a bi-monthly basis.

City Initiative No. 3: Boynton Beach Branding

Department Initiatives No. 1: Deliver the Experience of the City's Brand

1. Orient new and existing employees so they can serve as ambassadors to the City in the performance of their every day job responsibilities.

Target Performance Metrics:

- Results of employee and community surveys will provide benchmarks for success in the level of employee engagement and the perception of the City's delivery of services.



PERSONNEL ALLOCATION

DEPARTMENT: Human Resources		FUND: 001					
DIVISION:		DEPT. NO.: 1610					
Position Title	Position Number	Pay Grade	2017/18 Actual	2018/19 Actual	2019/20 Inc/(Dec)	2019/20 Requested	2019/20 Adopted
Full-Time Positions:							
Director, Human Resources & Risk Management	05309	47	0.5	0.5	0.0	0.5	0.5
Assistant Director, Human Resources & Risk Management		37	0.0	0.0	0.5	0.5	0.5
Human Resources Information System Coordinator		15	0.0	1.0	0.0	1.0	1.0
Human Resources Administrator	05329	26	2.0	1.0	-1.0	0.0	0.0
Manager, Human Resources		29	0.0	0.0	1.0	1.0	1.0
Process Manager		26	0.0	0.0	0.5	0.5	0.5
Benefits Administrator	05079	20	1.0	1.0	0.0	1.0	1.0
Unspecified Personnel			2.0	2.0	-1.0	1.0	1.0
HR/Risk Partner I	05100	16	*	*	0.0	*	*
HR/Risk Partner II	05110	18	*	*	0.0	*	*
HR/Risk Partner III	05139	20	*	*	0.0	*	*
			5.5	5.5	0.0	5.5	5.5
Total Personnel:			5.5	5.5	0.0	5.5	5.5

Performance Measures	Actual			Estimate	Projection
	2015-16	2016-17	2017-18	2018-19	2019-20
Human Resources					
Total Number of Full-time Employees	744	755	764	772	788
Total Number of Part-time Employees	47	52	52	54	56
Number of Job Applications Processed	10,211	10,528	9,548	7,889	10,015
Number of Employees Hired	104	120	77	96	105
Number of FMLA Applications Processed	116	128	144	141	141
Employee visits to the Health Center	n/a	n/a	n/a	n/a	1,439
Formal Grievances Filed	n/a	n/a	n/a	n/a	3
Percentage Turnover rate of employees	n/a	n/a	n/a	n/a	11.86%
% of FT Employees retained after one year from hire	n/a	n/a	n/a	n/a	93%
Ratio of employees to HR staff	n/a	n/a	n/a	n/a	1:150



DETAIL EXPENDITURES

	ACCOUNT	2017/2018 Actual Expense	2018/2019 Amended Budget	2018/2019 Estimated Expenditures	2019/2020 Department Request	2019/2020 Adopted Budget
DIV 10 HUMAN RESOURCES 001-1610-513						
	DEPARTMENT SUMMARY					
	Personnel Services	549,883	590,465	559,096	568,591	568,591
	Operating Expenses	161,875	230,026	208,762	323,244	323,117
	Capital Outlay	1,323	1,602	1,552	3,750	3,750
	Nonoperating Expenses	-	-	-	-	-
	TOTAL	\$ 713,081	\$ 822,093	\$ 769,410	\$ 895,585	\$ 895,458
	Estimated as % of Budget			94%		
12-10	REGULAR SALARIES/WAGES	355,758	352,686	350,000	364,841	364,841
12-20	HOLIDAY PAY	272	-	-	-	-
14-10	OVERTIME	6,919	3,510	1,442	5,000	5,000
15-12	CELL PHONE ALLOWANCE	864	864	504	1,512	1,512
15-20	CAR ALLOWANCE	3,600	3,650	2,100	4,800	4,800
21-10	NEW PERSONNEL/RECLASS	-	-	24,527	10,580	10,580
21-10	EMPLOYER FICA	26,979	29,595	25,000	28,383	28,383
22-10	GENERAL EMPLOYEES PENSION	110,722	112,964	112,964	107,107	107,107
23-10	LIFE INSURANCE	720	40,404	191	246	246
23-20	DISABILITY INSURANCE	1,820	3,176	2,151	1,473	1,473
23-30	CIGNA HSA	5,063	-	-	-	-
23-34	HSA	-	4,930	3,875	-	-
23-32	HEALTH INSURANCE	34,757	36,391	35,000	42,059	42,059
23-40	DENTAL INSURANCE	2,151	2,030	1,198	2,308	2,308
23-50	VISION INSURANCE	258	265	144	282	282
		\$ 549,883	\$ 590,465	\$ 559,096	\$ 568,591	\$ 568,591
34-30	EMPL. ASSISTANCE PROGRAM	10,491	8,100	5,369	10,725	10,725
40-10	MILEAGE REIMBURSEMENT	-	250	-	-	-
40-12	BUSINESS MEETINGS	1,291	1,440	849	600	600
44-31	COPY MACHINE RENTAL	2,139	-	2,500	-	-
46-91	SOFTWARE MAINTENANCE	99	77,600	70,000	124,300	124,300
47-10	PRINTING & BINDING	-	300	4	250	250
48-22	EMPLOYEE RECOGNITION	-	-	10,000	10,000	10,000
48-21	WELLNESS PROGRAM	(5,126)	448	184	3,000	3,000
49-09	SELF INSURANCE CHGS (W/C)	1,098	1,098	732	1,329	1,202
49-10	WAREHOUSE SERVICE CHG	502	305	305	265	265
49-13	LEGAL ADS	-	-	-	-	-
49-13	RECRUITING EXPENSE	7,427	18,900	12,308	19,800	19,800
49-17	OTHER CONTRACTUAL SRVS	127,974	85,700	80,000	95,500	95,500
51-10	OFFICE SUPPLIES	1,620	1,660	866	2,250	2,250
52-20	OPR EQUIPMENT <\$750	40	25	150	175	175
52-82	EXAM SUPPLIES	1,200	300	264	750	750
52-85	FOOD SUPPLIES	1,732	1,250	532	1,750	1,750
54-10	BOOKS-PUBLICATIONS-VIDEOS	99	500	195	500	500
54-20	MEMBERSHIPS	2,029	550	275	2,050	2,050
54-30	TRAINING	6,040	5,750	3,880	5,000	5,000
54-35	COLLEGE TUITION REIMB.	-	18,900	18,000	25,000	25,000
54-36	CAREER DEVELOPMENT	3,220	6,950	2,349	20,000	20,000
	SUB- TOTAL Operating Expenses	\$ 161,875	\$ 230,026	\$ 208,762	\$ 323,244	\$ 323,117
64-14	COMPUTER SOFTWARE	-	50	-	750	750
64-15	COMPUTER EQUIPMENT	1,323	1,552	1,552	3,000	3,000
	SUB- TOTAL Capital Outlay	\$ 1,323	\$ 1,602	\$ 1,552	\$ 3,750	\$ 3,750
	SUBTOTAL	\$ 713,081	\$ 822,093	\$ 769,410	\$ 895,585	\$ 895,458
91-30	91-30 TRANSFER/VEH. SRV. FUND	-	-	-	-	-
	DEPARTMENT TOTAL	\$ 713,081	\$ 822,093	\$ 769,410	\$ 895,585	\$ 895,458



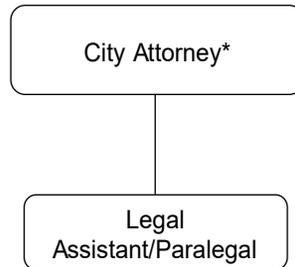
ORGANIZATIONAL CHART

DEPARTMENT: City Attorney

FUND: 001

DIVISION:

DEPT. NO.: 1910



* Non-City employee



DEPARTMENT: City Attorney
DIVISION:

FUND: 001
DEPT. NO.: 1910

DEPARTMENT MISSION STATEMENT: The mission of the City Attorney’s office is to provide excellent, ethical legal advice and zealous legal representation to the City Commission and the City’s administrative staff in order that they may lawfully serve the public interest that has been entrusted to them by the citizens of the City of Boynton Beach.

DEPARTMENT CORE SERVICES:

- The City Attorney's office provides high-quality legal services to elected officials, appointed officials and staff in conducting City business.
- Implements legal processes at the direction of the City Commission.
- Renders legal advice and opinions.
- Drafts and reviews contracts, ordinances, resolutions and other documents needed to accomplish the City's policies and goals.
- Represents the City's legal interests before judicial and administrative agencies.
- Prosecutes violations of the City Charter and Municipal Code.
- Develops and implements strategic processes to limit the City’s liability in multiple forums.
- Trains personnel.
- Anticipates possible areas of concern for the City and advises the Commission and City Administration.
- Works with administration, department heads, and staff to develop policies and procedures to:
 - Improve the efficiency of day-to-day City operations;
 - Implement the City’s Strategic Plan;
 - Address areas of weakness that are identified by the Commission, citizens, or other entities;
 - Establish the legal basis for implementing innovative public projects and services;
 - Broaden areas of research beyond traditional legal channels to seek innovative solutions;
 - Modernize archaic, unclear and obsolete provisions of the City Code; and
 - Improve efficiencies of management and defense of litigation in which City or City employees are Defendants.

STRATEGIC PLAN INITIATIVES AND DEPARTMENT INITIATIVES ALIGNMENT:

City Initiative No. 1: Redevelop Downtown

Department Initiatives Alignment:

1. Work with City personnel as requested to provide legal guidance and assistance.

Target Performance Metrics:

- Quarterly review with key departments to determine whether additional specific legal assistance may be required to implement each department’s goals to redevelop downtown.



DEPARTMENT: City Attorney
DIVISION:

FUND: 001
DEPT. NO.: 1910

City Initiative No. 2: Building Wealth in the Community

Department Initiatives Alignment:

1. Work with City personnel as requested to provide legal guidance and assistance.

Target Performance Metrics:

- Quarterly review with key departments to determine whether additional specific legal assistance may be required to implement each department's goals to build wealth in the community.

City Initiative No. 3: Boynton Beach Branding

Department Initiatives Alignment:

1. Work with City personnel as requested to provide legal guidance and assistance.

Target Performance Metrics:

- Quarterly review with Communications, Recreation, and Economic Development Departments to determine whether legal assistance may be required to implement each department's goals to increase the City's visibility.

City Initiative No. 4: Transportation and Mobility

Department Initiatives Alignment:

1. Work with City personnel as requested to provide legal guidance and assistance.

Target Performance Metrics:

- Quarterly review with key departments to determine whether additional specific legal assistance may be required to implement the department's goals to improve transportation and mobility within the City.



PERSONNEL ALLOCATION

DEPARTMENT: City Attorney
DIVISION:

FUND: 001
DEPT. NO.: 1910

Position Title	Position Number	Pay Grade	2017/18 Actual	2018/19 Actual	2019/20 Inc/(Dec)	2019/20 Requested	2019/20 Adopted
Full-Time Positions:							
City Attorney			*	*	*	*	*
Legal Assistant/Paralegal	02039	20	1.0	1.0	0.0	1.0	1.0
			1.0	1.0	0.0	1.0	1.0
Total Personnel:			1.0	1.0	0.0	1.0	1.0

Performance Measures	Actual			Estimate	Projected
	2015-16	2016-17	2017-18	2018-19	2019-20
City Attorney					
Number of Ordinances & Resolutions	170	204	250	107	120
Number of Legal Ads	42	62	75	75	75
Number of Active Cases being Litigated	n/a	n/a	n/a	261	270



DETAIL EXPENDITURES

ACCOUNT		2017/2018 Actual Expense	2018/2019 Amended Budget	2018/2019 Estimated Expenditures	2019/2020 Department Request	2019/2020 Adopted Budget
DIV 10 CITY ATTORNEY 001-1910-514						
DEPARTMENT SUMMARY						
	Personnel Services	120,541	120,387	113,153	111,991	111,991
	Operating Expenses	595,177	447,624	402,828	480,958	480,940
	Capital Outlay	-	-	-	-	-
	Nonoperating Expenses	-	-	-	-	-
	TOTAL	\$ 715,718	\$ 568,011	\$ 515,981	\$ 592,949	\$ 592,931
	Estimated as % of Budget			90.8%		
12-10	REGULAR SALARIES/WAGES	83,222	81,666	81,000	75,166	75,166
21-10	EMPLOYER FICA	5,550	5,750	3,463	5,750	5,750
22-10	GENERAL EMPLOYEES PENSION	23,012	23,230	23,230	22,600	22,600
23-10	LIFE INSURANCE	180	98	42	63	63
23-20	DISABILITY INSURANCE	287	544	339	294	294
23-30	HEALTH INSURANCE	6,820	7,557	4,055	7,647	7,647
23-32	CIGNA HSA	1,000	-	-	-	-
23-34	HSA	-	1,025	750	-	-
23-40	DENTAL INSURANCE	420	462	245	420	420
23-50	VISION INSURANCE	50	55	29	51	51
	SUB-TOTAL Personnel Services	\$ 120,541	\$ 120,387	\$ 113,153	\$ 111,991	\$ 111,991
31-10	RETAINER-CITY ATTORNEY	192,500	195,925	190,000	215,250	215,250
31-11	LITIGATION FEES & COSTS	161,424	120,000	95,000	170,000	170,000
31-12	LEGAL-LABOR CONTINGENCY	25,819	42,500	35,000	35,000	35,000
31-14	LEGAL-LITIGATION CONTING	5,793	10,000	10,000	10,000	10,000
31-15	LEGAL-LAND ACQ/TITLE	199,490	70,000	65,000	40,000	40,000
33-10	COURT REPORTER FEES	8,731	8,500	7,591	10,000	10,000
44-31	COPY MACHINE RENTAL	759	-	-	-	-
49-09	SELF INSURANCE CHGS (W/C)	159	160	107	193	175
49-10	WAREHOUSE SERVICE CHG.	112	89	59	65	65
51-10	OFFICE SUPPLIES	390	450	71	450	450
52-20	OPR EQUIPMENT <\$750.	-	-	-	-	-
54-20	MEMBERSHIPS	-	-	-	-	-
	SUB- TOTAL Operating Expenses	\$ 595,177	\$ 447,624	\$ 402,828	\$ 480,958	\$ 480,940
64-16	FURNITURE & FIXTURES	-	-	-	-	-
	SUB- TOTAL Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -
	SUBTOTAL	\$ 715,718	\$ 568,011	\$ 515,981	\$ 592,949	\$ 592,931
91-30	TRANSFER/VEH. SRV. FUND	-	-	-	-	-
	SUB- TOTAL Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -
	DEPARTMENT TOTAL	\$ 715,718	\$ 568,011	\$ 515,981	\$ 592,949	\$ 592,931



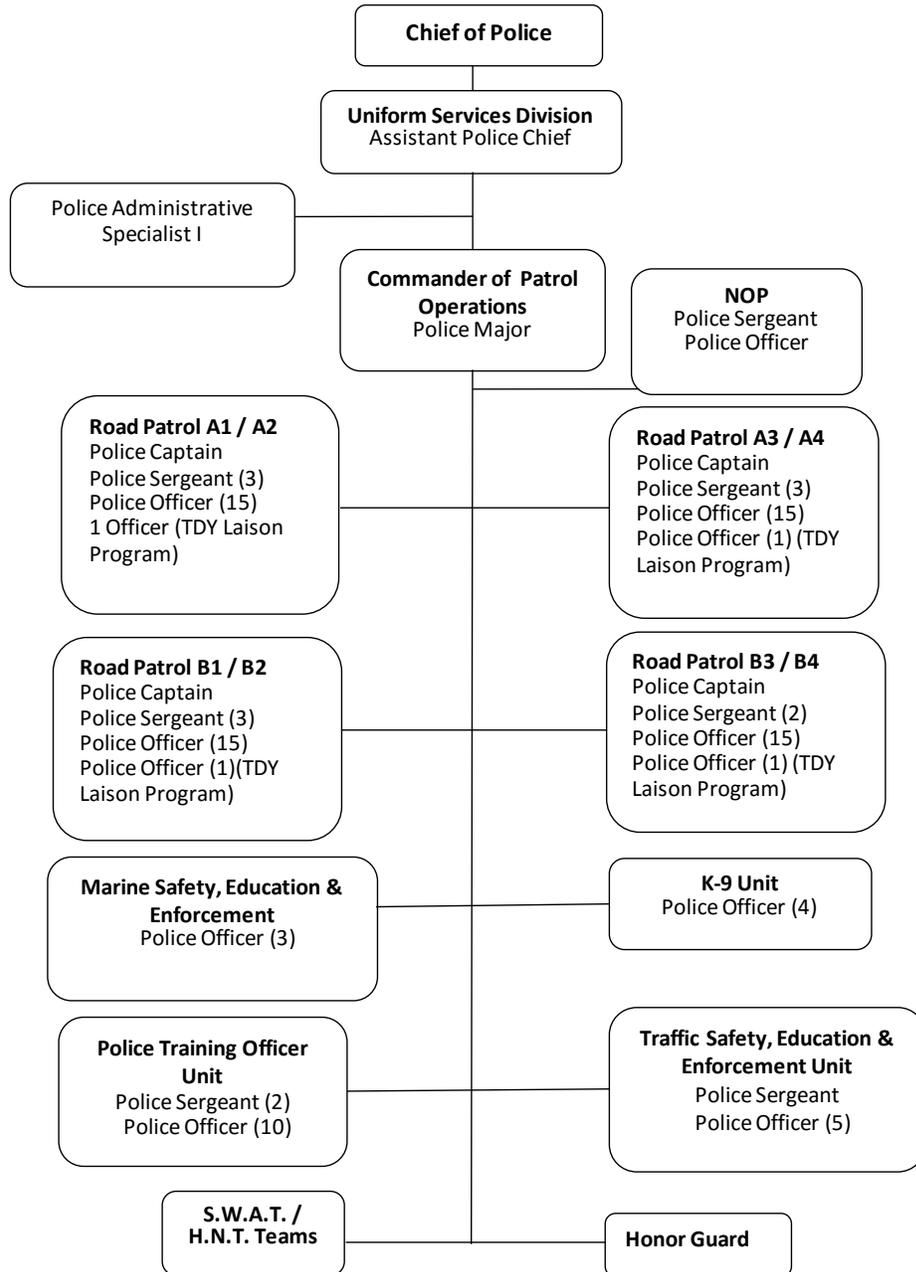
ORGANIZATIONAL CHART

DEPARTMENT: Police

FUND: 001

DIVISION: Uniform Services

DEPT. NO.: 2110





DEPARTMENT: Police
DIVISION: Uniform Services

FUND: 001
DEPT. NO.: 2110

DEPARTMENT MISSION STATEMENT: All members of the Boynton Beach Police Department shall work to provide effective, efficient and impartial police services to our community. Our personnel will remain mindful of the public trust associated with their position and will selflessly execute their duties for the betterment of our community. We will maintain open, honest and respectful dialogue with our community and with each other in order to cultivate the successful partnerships needed to address both law enforcement and quality of life issues.

DEPARTMENT CORE SERVICES:

The Boynton Beach Police Department will remain committed to the community policing philosophy. We will approach community problems and concerns in a manner that will facilitate a long-term solution with the safety and security of our neighborhoods as the primary objective.

STRATEGIC PLAN INITIATIVES AND DEPARTMENT INITIATIVES ALIGNMENT:

City Initiative No. 2: Boynton Beach Branding

Department Initiatives No. 1: The City of Boynton Beach is a diverse community of neighborhoods each of which experiences incidents of crime and nuisance violations in varying levels and locations. Our goal is to identify neighborhood concerns, analyze, and predict crime patters in order to deploy patrol and discretionary personnel efficiently and effectively.

1. Cultivate mutual understanding and respect between the police department and neighborhood residents, relationships will be built into sustainable problem solving partnerships.
2. Effectively apply the predictive police model, data mining software will be efficiently managed to disseminate crime trends to department personnel. Social media platforms will also be used to communicate crime trends and prevention techniques to residents and business owners.
3. Utilize department assets to conduct proactive traffic enforcement measures, using a combined enforcement and education approach.

Target Performance Metrics:

- A comparison of calls for service in target areas will establish the effectiveness of directed patrol activities year. Any decrease in either of the indices would be evidence of a successful intervention effort.



DEPARTMENT: Police
DIVISION: Uniform Services

FUND: 001
DEPT. NO.: 2110

Department Initiatives No. 2: Officers have identified numerous clusters of narcotics activity. The department will continue utilizing high visibility patrol and covert investigative techniques in order to disrupt drug related criminal enterprises and prevent violence.

1. To work with community based social service agencies and surrounding jurisdictions to develop drug prevention education and youth diversionary programs.
2. To develop our intelligence information network to provide information on organized drug trafficking activity and enforcement response.

Target Performance Metrics:

- A reduction in narcotics related calls for service along with spot reductions in criminal activity will reveal the effectiveness of our long-range strategic initiatives.

Department Initiatives No. 3: Over the past 12 months, the city has experienced an increase in property related crimes. The department will invest in technology enhancements to facilitate targeted property crime reduction tactics.

1. Leverage records management technology to adjust patrol deployments.
2. To exploit license plate reader capabilities reduce auto thefts and increase the number of identified stolen vehicles.

Target Performance Metrics:

- A decrease in property crimes will illustrate successful deployment tactics.



PERSONNEL ALLOCATION

DEPARTMENT: Police		FUND: 001					
DIVISION: Uniform Services		DEPT. NO.: 2110					
Position Title	Position Number	Pay Grade	2017/18 Actual	2018/19 Actual	2019/20 Inc/(Dec)	2019/20 Requested	2019/20 Adopted
Full-Time Positions:							
SWORN STAFF							
Assistant Police Chief	11189	43	1.0	1.0	0.0	1.0	1.0
Police Major	11139	39	1.0	1.0	0.0	1.0	1.0
Police Captain	11199	38	4.0	3.0	0.0	3.0	3.0
Police Sergeant	11215	SGT	15.0	15.0	0.0	15.0	15.0
Police Officer	11234	PO	85.0	87.0	1.0	88.0	88.0
Police Officer (Funded by CRA)	11234	PO	1.0	3.0	1.0	3.0	4.0
			107.0	110.0	2.0	111.0	112.0
CIVILIAN STAFF							
Police Administrative Specialist I	11210	12	1.0	1.0	0.0	1.0	1.0
Community Service Officers	11352	10	0.0	0.0	2.0	2.0	2.0
Community Service Officers (CRA Funded)	11352	10	0.0	0.0	1.0	1.0	1.0
Police Records Technicians	11322	9	0.0	0.0	0.0	0.0	0.0
			1.0	1.0	3.0	4.0	4.0
Total Personnel:			108.0	111.0	5.0	115.0	116.0

Performance Measures	Actual			Estimate	Projected
	2015-16	2016-17	2017-18	2018-19	2019-20
Police					
Physical Arrests	2,399	2,414	2,400	2,469	2,435
Parking Violations	1,336	628	650	1,631	700
Traffic Violations	11,062	8,958	9,000	4,010	10,500
Number of cases assigned	n/a	780	1,000	1,090	1,100
Number of cases cleared by arrest (Detectives)	n/a	136	140	128	163



DETAIL EXPENDITURES

	ACCOUNT	2017/2018 Actual Expense	2018/2019 Amended Budget	2018/2019 Estimated Expenditures	2019/2020 Department Request	2019/2020 Adopted Budget
DIV 10 POLICE UNIFORM SERVICES 001-2110-521						
DEPARTMENT SUMMARY						
	Personnel Services	14,495,860	15,068,071	14,478,330	14,435,612	14,529,487
	Operating Expenses	1,823,225	1,607,718	1,527,336	956,386	1,029,980
	Capital Outlay	36,416	39,124	30,130	97,500	59,000
	Nonoperating Expenses	906,603	957,979	957,979	-	-
	TOTAL	\$ 17,262,104	\$ 17,672,892	\$ 16,993,775	\$ 15,489,498	\$ 15,618,467
	Estimated as % of Budget			96.2%		
12-10	REGULAR SALARIES/WAGES	7,681,071	7,452,592	7,400,000	7,430,715	7,479,470
12-20	HOLIDAY PAY	519,462	497,603	494,781	499,103	499,103
14-10	OVERTIME	798,282	1,188,000	800,000	600,000	600,000
14-20	REIMBURSABLE WAGES	319,005	469,950	425,000	425,000	425,000
15-10	CLOTHING/CLEANING ALLOW	14,318	15,321	7,799	9,900	9,900
15-12	CELL PHONE ALLOWANCE	720	1,060	570	360	360
15-40	INCENTIVE PAY	83,400	85,550	80,000	77,400	77,400
19-99	NEW PERSONNEL/RECLASS	-	-	-	215,893	249,121
21-10	EMPLOYER FICA	703,729	721,513	700,000	573,382	577,112
22-10	GENERAL EMPLOYEES PENSION	24,348	11,956	11,956	-	-
22-20	POLICE PENSION	3,578,615	3,701,054	3,701,054	3,655,405	3,655,405
23-10	LIFE INSURANCE	13,191	5,132	3,421	5,116	5,160
23-20	DISABILITY INSURANCE	1,985	26,701	18,004	26,000	26,000
23-30	HEALTH INSURANCE	701,760	835,580	800,000	864,129	871,776
23-32	CIGNA HSA	5,563	-	-	-	-
23-34	HSA	-	6,250	6,250	-	-
23-40	DENTAL INSURANCE	45,006	44,400	26,332	47,419	47,839
23-50	VISION INSURANCE	5,405	5,409	3,163	5,790	5,841
	SUB-TOTAL Personnel Services	\$ 14,495,860	\$ 15,068,071	\$ 14,478,330	\$ 14,435,612	\$ 14,529,487
34-11	DRY CLEANING	9,754	8,600	5,588	10,000	10,000
40-10	MILEAGE REIMBURSEMENT	-	200	200	200	200
41-12	POSTAGE	-	105	104	-	-
41-15	CELLULAR PHONE/BEEPER	2,000	2,000	1,997	-	-
43-10	ELECTRIC SERVICE	9,273	8,900	4,266	-	-
43-20	WATER/SEWER SERVICE	1,175	1,500	709	-	-
45-54	P/F ACCIDENT INS	5,817	100	6,200	-	-
46-20	EQUIPMENT MAINTENANCE	8,488	11,150	8,286	13,000	13,000
46-30	VEHICLE MAINT. - GARAGE	1,074,135	792,822	790,000	-	-
46-31	VEHICLE MAINT. - OTHER	500	3,782	1,903	-	-
46-91	SOFTWARE MAINTENANCE	-	2,350	375	-	-
47-10	PRINTING & BINDING	357	150	58	2,000	2,000
48-01	COMM PROMOTION/MARKETING	953	2,550	496	3,000	3,000
49-09	SELF INSURANCE CHGS (W/C)	139,924	140,320	140,000	173,553	156,965
49-10	WAREHOUSE SERVICE CHG.	-	16,475	10,983	-	-
49-17	OTHER CONTRACTUAL SRVS	297,732	371,800	370,000	412,500	551,500
49-41	LICENSES, FEES & PERMITS	22,329	20,050	16,327	24,600	24,600



DETAIL EXPENDITURES

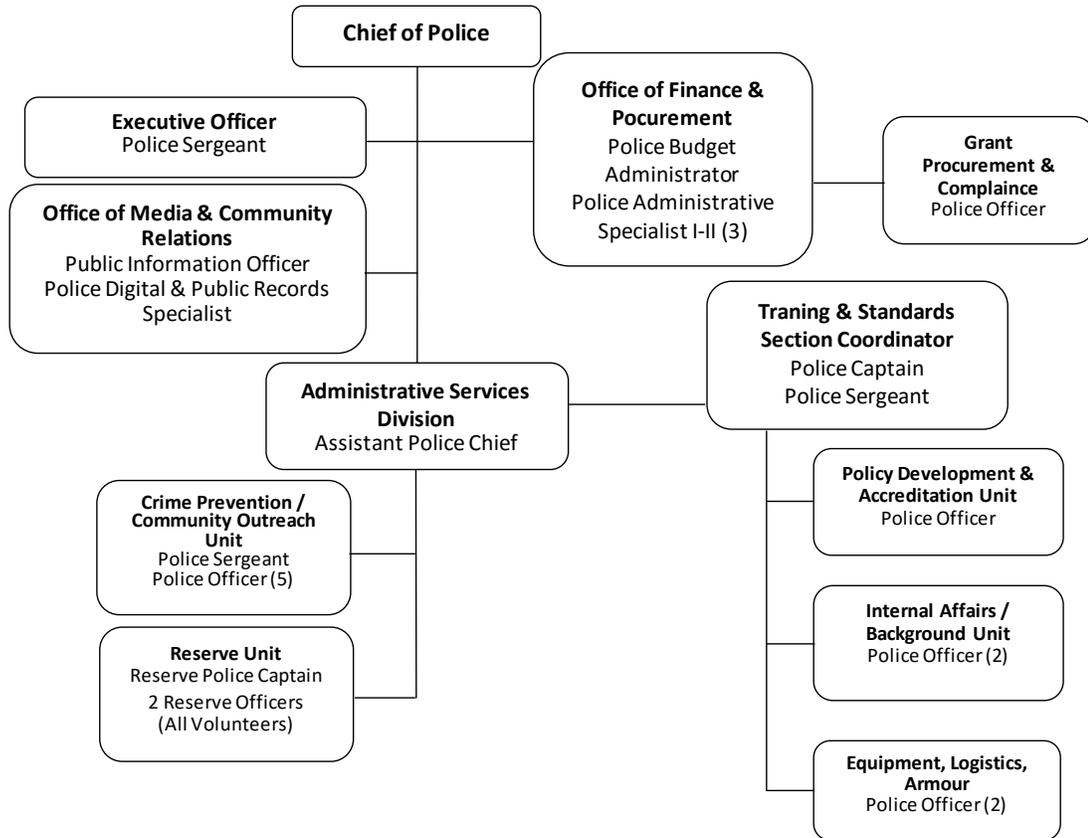
	ACCOUNT	2017/2018 Actual Expense	2018/2019 Current Budget	2018/2019 Estimated Expenditures	2019/2020 Department Request	2019/2020 Adopted Budget
DIV 10 POLICE UNIFORM SERVICES 001-2110-521						
51-10	OFFICE SUPPLIES	15,743	8,950	6,968	13,000	10,000
51-25	COMPUTER EQUIP/SW <\$750	651	500	404	2,475	2,475
52-01	SUPPLIES	-	253	253	-	-
52-10	GAS, OIL & LUBE	6,987	3,000	2,781	4,000	4,000
52-22	UNIFORMS	58,815	61,750	60,000	73,500	70,000
52-23	SAFETY CLOTHING/EQUIP.	8,456	6,650	6,629	9,900	7,500
52-50	RANGE SUPPLIES	31,400	15,050	537	28,918	25,000
52-51	LAW ENFORCEMENT SUPPLIES	45,541	31,611	30,000	68,900	50,000
52-53	K-9 UNIT SUPPLIES	7,127	20,950	10,157	32,500	25,000
52-54	PARKING ENFORCEMENT SUPPL	-	-	-	2,000	2,000
52-55	EXPLORER PROGRAM SUPPLIES	-	-	-	5,000	5,000
52-57	J.F.O. SUPPLIES	-	-	-	2,500	2,500
52-58	C.O.P. SUPPLIES	-	-	-	2,000	2,000
52-59	CRIME PREVENTION SUPPL	-	-	-	2,000	2,000
52-62	CRIME LAB SUPPLIES	-	-	-	1,500	1,500
52-63	CIT POL ACADEMY SUPP	-	-	-	2,500	2,500
52-73	RADIO BATTERIES/SUPPLIES	5,579	2,200	239	-	-
52-78	FIRST AID SUPPLIES	888	-	-	-	-
52-85	FOOD SUPPLIES	180	800	800	1,500	1,500
54-20	MEMBERSHIPS	1,162	1,400	1,195	740	740
54-30	TRAINING	53,662	59,850	44,647	64,600	50,000
54-35	COLLEGE TUITION REIMB.	14,597	11,900	5,234	-	-
59-99	NEW PERSONNEL/SUPPLIES	-	-	-	-	5,000
	SUB- TOTAL Operating Expenses	\$ 1,823,225	\$ 1,607,718	\$ 1,527,336	\$ 956,386	\$ 1,029,980
64-02	GENERAL EQUIPMENT	31,085	16,774	9,330	81,500	43,000
64-14	COMPUTER SOFTWARE	-	7,200	9,000	6,000	6,000
64-15	COMPUTER EQUIPMENT	2,666	15,150	11,800	10,000	10,000
64-16	FURNITURE & FIXTURES	2,665	-	-	-	-
	SUB- TOTAL Capital Outlay	\$ 36,416	\$ 39,124	\$ 30,130	\$ 97,500	\$ 59,000
	SUBTOTAL	\$ 16,355,501	\$ 16,714,913	\$ 16,035,796	\$ 15,489,498	\$ 15,618,467
91-30	TRANSFER/VEH. SRV. FUND	906,603	957,979	957,979	-	-
	DEPARTMENT TOTAL	\$ 17,262,104	\$ 17,672,892	\$ 16,993,775	\$ 15,489,498	\$ 15,618,467



ORGANIZATIONAL CHART

DEPARTMENT: Police
DIVISION: Administrative Services

FUND: 001
DEPT. NO.: 2111





DEPARTMENT: Police
DIVISION: Administrative Services

FUND: 001
DEPT. NO.: 2111

DEPARTMENT MISSION STATEMENT:

All members of the Boynton Beach Police Department shall work in concert to provide effective, efficient and impartial police services to our community.

Our personnel will remain mindful of the public trust associated with their position and will selflessly execute their duties for the betterment of our community.

We will maintain an open, honest and respectful dialogue with our community and with each other in order to cultivate the successful partnerships needed to address both law enforcement and quality of life issues.

DEPARTMENT CORE SERVICES:

The Boynton Beach Police Department is committed to building strong community-based partnerships and facilitating processes intended to promote positive living and dissuade criminal conduct through:

- The impartial enforcement of laws,
- The facilitation of programs which seek to develop our community's youth,
- The development and maintenance of robust crime prevention / public outreach programs.

STRATEGIC PLAN INITIATIVES AND DEPARTMENT INITIATIVES ALIGNMENT:

City Initiative No. 2: Building Wealth in the Community

Department Initiative No. 1: Implementation of a fitness/wellness plan

1. To improve the health and wellbeing of officers through proper nutrition and training.

Target Performance Metrics:

- Attendance of training classes held and Cooper Standard assessment.

Department Initiative No. 2: Certify 50% of sworn personnel through the National Association of EMT's (NAEMT) for Tactical Casualty Care

1. Afford officers with the skills and abilities to provide lifesaving care during tactical casualty incidents.

Target Performance Metrics:

- Host specialized training quarterly and quantify the attendance/ passing rate of sworn personnel.

Department Initiative No. 3: The Training and Standards Section will implement an Early Warning System

1. Identify department concerns that affect efficiency/effectiveness by evaluating common trends and traits through a computerized Early Warning System.

Target Performance Metrics:

- Purchase and implement an Early Warning System.



PERSONNEL ALLOCATION

DEPARTMENT: Police		FUND: 001					
DIVISION: Administrative Services		DEPT. NO.: 2111					
Position Title	Position Number	Pay Grade	2017/18 Actual	2018/19 Actual	2019/20 Inc/(Dec)	2019/20 Requested	2019/20 Adopted
Full-Time Positions:							
SWORN STAFF							
Police Chief	11119	47	1.0	1.0	0.0	1.0	1.0
Assistant Police Chief	11189	43	1.0	1.0	0.0	1.0	1.0
Police Captain	11199	38	2.0	2.0	0.0	2.0	2.0
Police Lieutenant	11206	LT	1.0	0.0	0.0	0.0	0.0
Police Sergeant	11215	SGT	3.0	2.0	0.0	2.0	2.0
Police Officer	11234	PO	11.0	7.0	0.0	7.0	7.0
			19.0	13.0	0.0	13.0	13.0
CIVILIAN STAFF							
Police Budget Services Administrator	11179	17	0.0	1.0	0.0	1.0	1.0
Computer Support Specialist	06200	15	1.0	1.0	0.0	1.0	1.0
Public Information Officer	11159	24	1.0	1.0	0.0	1.0	1.0
Police Administrative Specialist I	11210	12	2.0	1.0	0.0	1.0	1.0
Police Administrative Specialist II	11220	17	1.0	2.0	0.0	2.0	2.0
			5.0	6.0	0.0	6.0	6.0
Total Personnel :			24.0	19.0	0.0	19.0	19.0

Performance Measures	Actual Indicator Type	Actual			Estimate	Projected
		2015-16	2016-17	2017-18	2018-19	2019-20
Police - Administrative Services						
Training classes hosted by agency	Output	25	25	25	22	24
Department wide training through DMS	Output	16	10	10	10	10
Grants approved	Output	8	8	10	10	11



DETAIL EXPENDITURES

	ACCOUNT	2017/2018 Actual Expense	2018/2019 Amended Budget	2018/2019 Estimated Expenditures	2019/2020 Department Request	2019/2020 Adopted Budget
DIV 10 POLICE ADMINISRTATIVE SERVICES 001-2111-521						
DEPARTMENT SUMMARY						
	Personnel Services	2,391,348	2,409,809	2,331,553	2,223,046	2,164,197
	Operating Expenses	784,095	767,360	632,918	1,555,258	1,548,889
	Capital Outlay	31,877	58,970	24,335	32,200	7,000
	Nonoperating Expenses	-	-	-	967,208	967,208
	TOTAL	\$ 3,207,320	\$ 3,236,139	\$ 2,988,806	\$ 4,777,712	\$ 4,687,294
	Estimated as % of Budget			92.4%		
12-10	REGULAR SALARIES/WAGES	1,284,982	1,205,725	1,175,000	1,214,938	1,214,938
12-20	HOLIDAY PAY	38,778	50,059	37,946	54,559	54,559
14-10	OVERTIME	46,125	70,000	31,793	30,000	30,000
14-20	REIMBURSABLE WAGES	19,621	40,000	30,000	40,000	40,000
15-10	CLOTHING/CLEANING ALLOW	15,810	16,680	6,686	16,264	16,264
15-40	INCENTIVE PAY	11,250	10,520	5,140	5,760	5,760
19-99	NEW PERSONNEL/RECLASS	-	-	55,888	58,849	-
21-10	EMPLOYER FICA	103,947	113,960	100,000	94,623	94,623
22-10	GENERAL EMPLOYEES PENSION	76,837	71,488	71,488	50,867	50,867
22-20	POLICE PENSION	587,312	707,251	707,251	534,637	534,637
22-40	DEF COMP CONTRIBUTION	1,500	6,000	3,500	6,000	6,000
23-10	LIFE INSURANCE	4,172	1,440	402	630	630
23-20	DISABILITY INSURANCE	2,189	5,422	3,591	2,267	2,267
23-32	HEALTH INSURANCE	183,563	96,941	95,000	107,060	107,060
23-30	CIGNA HSA	8,250	-	-	-	-
23-34	HSA	-	5,500	4,500	-	-
23-40	DENTAL INSURANCE	6,260	7,770	3,007	5,875	5,875
23-50	VISION INSURANCE	752	1,053	361	717	717
	SUB-TOTAL Personnel Services	\$ 2,391,348	\$ 2,409,809	\$ 2,331,553	\$ 2,223,046	\$ 2,164,197
34-11	DRY CLEANING	597	2,800	672	1,000	1,000
40-10	MILEAGE REIMBURSEMENT	-	-	-	500	500
41-10	TELEPHONE SERVICES	5,421	15,000	2,082	15,000	15,000
41-12	POSTAGE	-	300	300	300	300
41-15	CELLULAR PHONE/BEEPER	20,000	24,000	20,000	21,000	21,000
43-10	ELECTRIC SERVICE	-	-	-	9,500	70,000
41-15	WATER/SEWER SERVICE	-	-	-	1,500	10,000
44-31	COPY MACHINE RENTAL	20,051	24,000	9,882	24,000	24,000
44-40	LEASED VEHICLES	51,223	-	-	-	-
45-54	P/F ACCIDENT INS	-	-	-	6,500	6,500
46-20	EQUIPMENT MAINTENANCE	12,850	7,050	15,300	9,100	9,100
46-30	VEHICLE MAINT. - GARAGE	191	1,603	653	855,965	855,965
46-31	VEHICLE MAINT. - OTHER	-	2,953	6,000	6,000	6,000
46-91	SOFTWARE MAINTENANCE	107,432	10,700	8,217	85,700	85,700
47-10	PRINTING & BINDING	439	500	133	500	500
48-01	COMM PROMOTION/MARKETING	4,898	3,000	905	19,000	10,000
49-09	SELF INSURANCE CHGS (W/C)	96,988	97,964	97,654	114,767	103,798
49-10	WAREHOUSE SERVICE CHG.	41,673	14,416	14,400	38,051	38,051
49-12	LEGAL ADS	-	-	1,500	-	-
49-13	RECRUITING EXPENSE	16,950	29,000	16,000	40,000	35,000
49-17	OTHER CONTRACTUAL SRVS	61,358	180,880	150,000	162,800	150,000



DETAIL EXPENDITURES

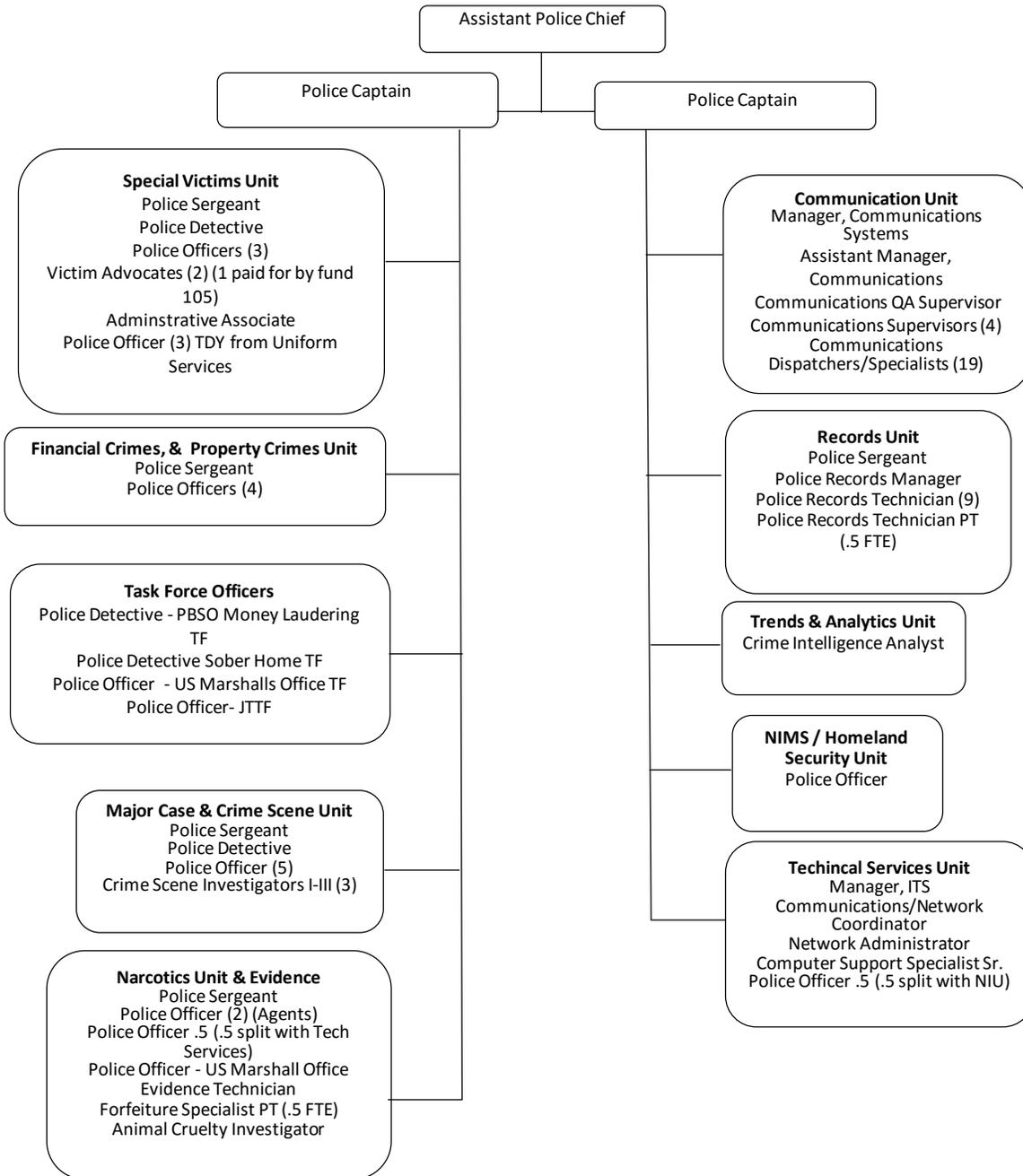
	ACCOUNT	2017/2018 Actual Expense	2018/2019 Current Budget	2018/2019 Estimated Expenditures	2019/2020 Department Request	2019/2020 Adopted Budget
DIV 10 POLICE ADMINISTRATIVE SERVICES 001-2111-521						
51-10	OFFICE SUPPLIES	10,713	12,000	4,746	14,100	12,000
51-25	COMPUTER EQUIP/SW <\$750	1,095	1,500	519	5,000	4,000
52-01	SUPPLIES	114	194	194	-	-
52-10	GAS, OIL & LUBE	16	500	500	500	500
52-20	OPR EQUIPMENT <\$750	949	1,000	1,000	1,000	500
52-22	UNIFORMS	49,441	50,000	35,000	14,000	14,000
52-23	SAFETY CLOTHING/EQUIP.	259	2,000	274	7,000	5,000
52-27	HARDWARE/TOOLS	978	1,500	33	3,000	1,500
52-50	RANGE SUPPLIES	97,621	103,500	95,000	-	-
52-51	LAW ENFORCEMENT SUPPLIES	89,968	101,030	95,000	12,000	12,000
52-54	PARKING ENFORCEMENT SUPPL	1,493	-	-	-	-
52-55	EXPLORER PROGRAM SUPPLIES	2,102	-	-	-	-
52-53	K-9 UNIT SUPPLIES	-	1,000	-	-	-
52-58	C.O.P. SUPPLIES	2,700	-	-	-	-
52-59	CRIME PREVENTION SUPPL	7,886	-	-	-	-
52-63	CIT POL ACADEMY SUPP	886	-	-	-	-
52-78	FIRST AID SUPPLIES	10,513	10,000	3,587	12,000	10,000
52-79	TRAINING AIDS	-	500	105	500	500
52-85	FOOD SUPPLIES	3,875	2,550	630	6,000	4,000
54-10	BOOKS AND PUBLICATIONS	1,078	1,470	757	3,500	2,000
54-20	MEMBERSHIPS	1,907	3,000	2,849	3,275	3,275
54-30	TRAINING	59,336	56,450	44,026	32,200	32,200
54-35	COLLEGE TUITION REIMB.	1,094	5,000	5,000	30,000	5,000
SUB- TOTAL Operating Expenses		\$ 784,095	\$ 767,360	\$ 632,918	\$ 1,555,258	\$ 1,548,889
64-02	GENERAL EQUIPMENT	14,889	21,620	18,620	24,000	-
64-14	COMPUTER SOFTWARE	16,988	12,950	1,715	2,000	2,000
64-15	COMPUTER EQUIPMENT	-	24,400	4,000	4,200	3,000
64-16	FURNITURE & FIXTURES	-	-	-	2,000	2,000
SUB- TOTAL Capital Outlay		\$ 31,877	\$ 58,970	\$ 24,335	\$ 32,200	\$ 7,000
SUBTOTAL		\$ 3,207,320	\$ 3,236,139	\$ 2,988,806	\$ 3,810,504	\$ 3,720,086
91-30	TRANSFER/VEH. SRV. FUND	-	-	-	967,208	967,208
DEPARTMENT TOTAL		\$ 3,207,320	\$ 3,236,139	\$ 2,988,806	\$ 4,777,712	\$ 4,687,294



ORGANIZATIONAL CHART

DEPARTMENT: Police
 DIVISION: Support Services

FUND: 001
 DEPT. NO.: 2112





DEPARTMENT: Police
DIVISION: Support Services

FUND: 001
DEPT. NO.: 2112

DEPARTMENT MISSION STATEMENT: Boynton Beach Police Department staff shall work to provide effective, efficient and impartial police services to our community. Our personnel will remain mindful of the public trust associated with their position and will selflessly execute their duties for the betterment of our community. We will maintain open, honest and respectful dialogue with our community and with each other in order to cultivate the successful partnerships needed to address both law enforcement and quality of life issues.

DEPARTMENT CORE SERVICES:

The Boynton Beach Police Department will remain committed to the community policing philosophy. We will approach community problems and concerns in a manner that will facilitate a long-term solution with the safety and security of our neighborhoods as the primary objective.

STRATEGIC PLAN INITIATIVES AND DEPARTMENT INITIATIVES ALIGNMENT:

City Initiative No. 3: Boynton Beach Branding

Department Initiative No. 1: To further develop and effectively utilize the intelligence led policing model in order to accurately predict emerging crime patterns.

Target Performance Metrics:

- Utilize the Geofeedia program in criminal investigations.
- Reduce auto burglary by 5% utilizing the Atacraids program

Department Initiative No 2: To increase efficiency in operations department wide while increasing intelligence gathering/comparison capability to further support the intelligence led policing model.

Target Performance Metrics:

- Select a Records Management System for the police department and present the selection to the city for purchase.

Department Initiative No 3: To increase efficiency in Communications in order to provide better customer service to our residents and increase standards of performance.

Target Performance Metrics:

- Create a Standard Operating Procedure manual.
- Become ACE Certified by the International Academies of Emergency Dispatch.



PERSONNEL ALLOCATION

DEPARTMENT: Police			FUND: 001				
DIVISION: Support Services			DEPT. NO.: 2112				
Position Title	Position Number	Pay Grade	2017/18 Actual	2018/19 Actual	2019/20 Inc/(Dec)	2019/20 Requested	2019/20 Adopted
Full-Time Positions:							
SWORN STAFF							
Assistant Police Chief	11189	43	1.0	1.0	0.0	1.0	1.0
Police Captain	11199	37	2.0	2.0	0.0	2.0	2.0
Police Sergeant	11215	SGT	5.0	6.0	0.0	6.0	6.0
Police Detective	11224	DET	4.0	3.0	0.0	3.0	3.0
Police Officer	11234	PO	18.0	20.0	(1.0)	19.0	19.0
			30.0	32.0	(1.0)	31.0	31.0
CIVILIAN STAFF							
Criminal Intelligence Analyst	11372	12	1.0	1.0	0.0	1.0	1.0
Animal Cruelty Investigator	11910	18	1.0	1.0	0.0	1.0	1.0
Victim Advocate	11169	14	1.0	1.0	0.0	1.0	1.0
Administrative Associate	00370	10	1.0	1.0	0.0	1.0	1.0
Forfeiture Specialist	11312	12	1.0	1.0	0.0	1.0	1.0
Police Records Technician	11322	9	9.0	9.0	0.0	9.0	9.0
Manager, ITS	06029	36	1.0	1.0	0.0	1.0	1.0
Police Records Manager	11309	29	0.0	1.0	0.0	1.0	1.0
Police Digital Sys & Public Records Spec	11309	29	0.0	1.0	0.0	1.0	1.0
Communications/Network Coordinator	06050	22	0.0	1.0	0.0	1.0	1.0
Network Administrator /Systems Engineer			2.0	1.0	0.0	1.0	1.0
Computer Support Specialist, Senior	06220	17	1.0	1.0	0.0	1.0	1.0
Manager, Communications Systems	08019	29	1.0	1.0	0.0	1.0	1.0
Assistant Manager, Communications	08049	22	1.0	1.0	0.0	1.0	1.0
Communications QA Supervisor	08020	18	1.0	1.0	0.0	1.0	1.0
Communications Supervisors	08200	18	4.0	4.0	0.0	4.0	4.0
Unspecified Personnel *			3.0	3.0	0.0	3.0	3.0
Crime Scene Investigator III	11432	16	*	*	*	*	*
Crime Scene Investigator II	11422	15	*	*	*	*	*
Crime Scene Investigator I	11412	14	*	*	*	*	*
Unspecified Personnel *			19.0	19.0	0.0	19.0	19.0
Communications Specialists	08212	16	*	*	*	*	*
Communications Dispatchers	08222	14	*	*	*	*	*
			47.0	49.0	0.0	49.0	49.0
Part-Time Positions (FTE):							
Forfeiture Specialist	11317	12	0.5	0.5	0.0	0.5	0.5
Evidence Technician	11302	12	0.0	0.0	0.5	0.5	0.5
Police Records Technician	11327	9	0.5	0.5	0.0	0.5	0.5
			1.0	1.0	0.5	1.5	1.5
Total Personnel (General Fund):			78.0	82.0	(0.5)	81.5	81.5
Grant Funded Positions:							
Victim Advocate (Fund 105)	11169	00014	1.0	1.0	0.0	1.0	1.0
Total Personnel:			79.0	83.0	(0.5)	82.5	82.5

* An unspecified number of positions not to exceed 20 will be allowed.

Performance Measures	Actual			Estimate	Projected
	2015-16	2016-17	2017-18	2018-19	2019-20
Police - Support Services					
Number of Calls Taken	103,674	114,524	200,645	182,701	191,673
Number of 911 Calls Taken	65,544	72,940	59,493	60,065	59,779



DETAIL EXPENDITURES

	ACCOUNT	2017/2018 Actual Expense	2018/2019 Amended Budget	2018/2019 Estimated Expenditures	2019/2020 Department Request	2019/2020 Adopted Budget
DIV 10 POLICE SUPPORT SERVICES 001-2112-521						
DEPARTMENT SUMMARY						
	Personnel Services	8,901,850	9,387,659	8,887,474	9,657,613	9,521,249
	Operating Expenses	888,988	945,514	802,637	1,746,354	1,495,804
	Capital Outlay	123,292	313,181	159,485	877,433	244,600
	Nonoperating Expenses	-	-	-	-	-
	TOTAL	\$ 9,914,130	\$ 10,646,354	\$ 9,849,596	\$ 12,281,400	\$ 11,261,653
	Estimated as % of Budget			92.5%		
12-10	REGULAR SALARIES/WAGES	4,952,159	4,785,009	4,650,000	5,361,474	5,312,719
12-20	HOLIDAY PAY	194,776	190,923	182,272	172,423	172,423
14-10	OVERTIME	791,373	1,095,000	750,000	618,000	600,000
14-20	REIMBURSABLE WAGES	44,580	58,000	32,796	44,000	44,000
15-10	CLOTHING/CLEANING ALLOW	45,889	48,000	23,696	54,196	40,000
15-12	CELL PHONE ALLOWANCE	1,260	800	450	1,440	1,440
15-13	SHOE ALLOWANCE	-	450	450	-	-
15-20	CAR ALLOWANCE	2,400	50	2,400	-	-
15-40	INCENTIVE PAY	32,740	31,800	31,000	21,360	21,360
19-99	NEW PERSONNEL/RECLASS	-	-	133,944	100,369	56,848
21-10	EMPLOYER FICA	445,523	458,635	425,000	409,041	405,311
22-10	GENERAL EMPLOYEES PENSION	683,096	691,252	691,252	764,325	764,325
22-11	STATE PENSION	595	-	-	-	-
22-20	POLICE PENSION	1,189,131	1,401,409	1,401,408	1,407,263	1,407,263
23-10	LIFE INSURANCE	7,839	2,306	1,504	2,633	2,589
23-20	DISABILITY INSURANCE	8,853	23,968	15,732	11,057	11,057
23-30	HEALTH INSURANCE	440,407	537,078	500,000	650,008	642,361
23-40	CIGNA HSA	29,125	-	-	-	-
23-34	HSA	-	32,000	27,719	-	-
23-32	DENTAL INSURANCE	28,605	27,605	15,911	35,669	35,249
23-50	VISION INSURANCE	3,499	3,374	1,940	4,355	4,304
	SUB-TOTAL Personnel Services	\$ 8,901,850	\$ 9,387,659	\$ 8,887,474	\$ 9,657,613	\$ 9,521,249
34-11	DRY CLEANING	419	500	390	500	500
40-10	MILEAGE REIMBURSEMENT	-	100	100	-	300
40-12	BUSINESS MEETINGS	-	-	1,500	1,500	1,500
41-10	TELEPHONE SERVICES	45,704	37,440	22,844	57,220	57,220
41-12	POSTAGE	-	50	500	500	500
41-15	CELLULAR PHONE/BEEPER	74,189	88,197	85,000	80,460	80,460
43-10	ELECTRIC SERVICE	2,819	3,050	1,785	8,000	8,000
46-20	EQUIPMENT MAINTENANCE	44,873	52,464	36,900	128,788	66,503
46-22	COMPUTER MAINTENANCE	39,619	38,900	8,880	54,300	54,300
46-24	RADIO REPAIRS	103,495	118,000	100,000	147,201	147,201
46-91	SOFTWARE MAINTENANCE	189,159	235,400	227,961	322,571	282,571
47-10	PRINTING & BINDING	528	2,000	953	2,300	1,500
48-21	COMM PROMOTION/MARKETING	498	-	-	-	-
48-21	EMPLOYEE RECOGNITION	1,372	1,000	1,000	1,300	1,000
49-09	SELF INSURANCE CHGS (W/C)	102,566	103,277	103,277	123,835	111,999
49-10	WAREHOUSE SERVICE CHG.	-	7,915	7,915	-	-
49-11	CONFIDENTIAL FUNDS	10,000	10,000	10,000	10,000	10,000
49-13	RECRUITING EXPENSE	516	-	1,500	-	-
49-17	OTHER CONTRACTUAL SRVS	102,173	94,690	78,547	223,829	200,000
49-41	LICENSES, FEES & PERMITS	-	250	245	1,500	1,500
51-10	OFFICE SUPPLIES	20,074	16,321	13,255	31,750	25,000



DETAIL EXPENDITURES

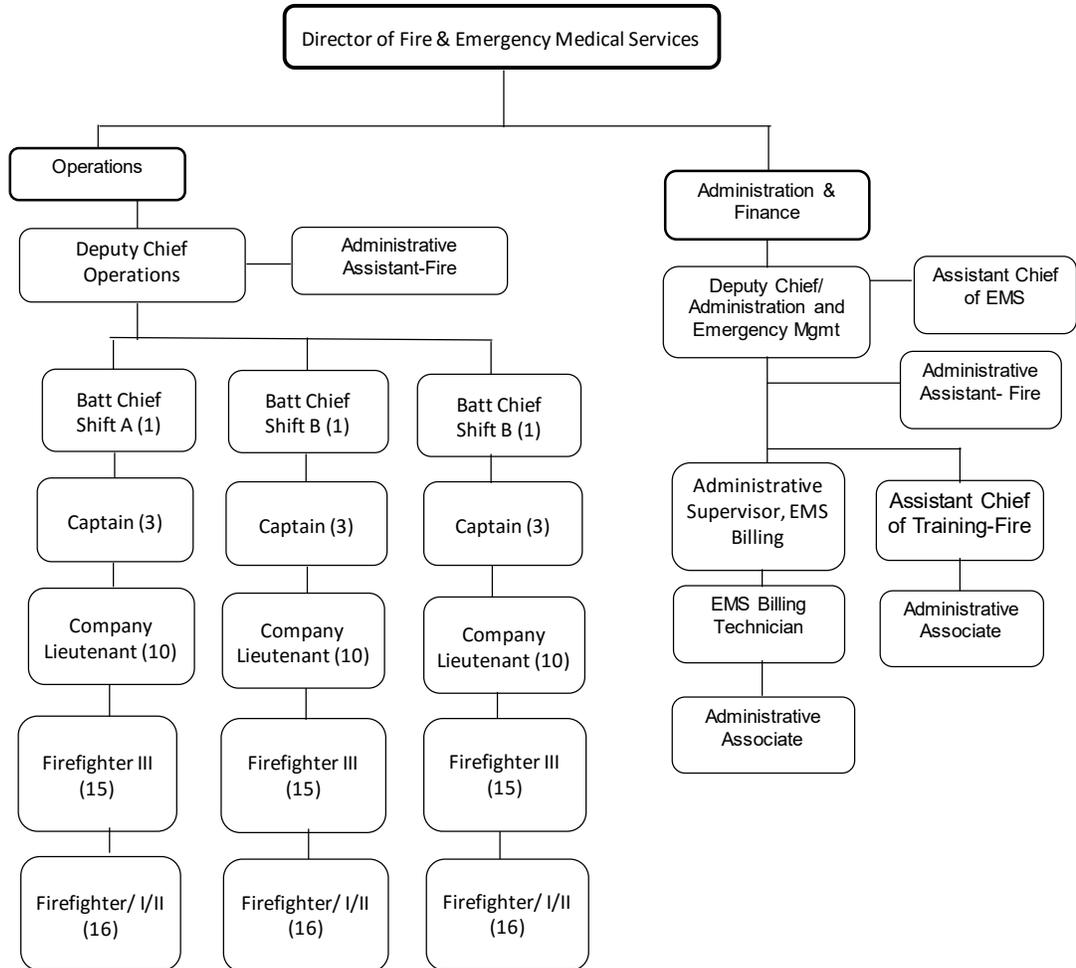
	ACCOUNT	2017/2018 Actual Expense	2018/2019 Current Budget	2018/2019 Estimated Expenditures	2019/2020 Department Request	2019/2020 Adopted Budget
DIV 10 POLICE SUPPORT SERVICES 001-2112-521						
51-25	COMPUTER EQUIP/SW <\$750	1,834	2,500	1,666	7,475	2,000
52-01	SUPPLIES	465	690	500	500	500
52-10	GAS, OIL & LUBE	4,628	949	148	1,500	1,500
52-20	OPR EQUIPMENT <\$750	1,367	850	531	3,500	2,000
52-22	UNIFORMS	33,189	27,550	21,110	83,500	83,500
52-50	RANGE SUPPLIES	2,000	350	243	138,500	125,000
52-51	LAW ENFORCEMENT SUPPLIES	22,305	20,654	10,025	125,900	100,000
52-53	K-9 UNIT SUPPLIES	-	900	321	1,000	1,000
52-54	PARKING ENFORCEMENT SUPPL	-	1,200	2,000	-	-
52-55	EXPLORER PROGRAM SUPPLIES	-	3,350	295	-	-
52-57	J.F.O. SUPPLIES	-	1,091	2,500	-	-
52-58	C.O.P. SUPPLIES	-	1,309	1,309	-	-
52-59	CRIME PREVENTION SUPPL	-	900	79	-	-
52-62	CRIME LAB SUPPLIES	20,504	9,720	6,412	48,525	30,000
52-63	CIT POL ACADEMY SUPP	-	800	760	-	-
52-73	RADIO BATTERIES/SUPPLIES	1,516	50	1,500	26,900	10,000
52-78	FIRST AID SUPPLIES	-	-	-	1,000	1,000
52-79	TRAINING AIDS	191	-	-	1,000	1,000
52-8	FOOD SUPPLIES	1,068	2,439	2,438	3,000	2,500
54-10	BOOKS AND PUBLICATIONS	341	8	1,500	1,500	750
54-20	MEMBERSHIPS	4,151	3,800	3,311	6,600	5,000
54-30	TRAINING	55,409	51,850	38,618	100,400	80,000
54-35	COLLEGE TUITION REIMB.	2,016	5,000	4,819	-	-
	SUB- TOTAL Operating Expenses	\$ 888,988	\$ 945,514	\$ 802,637	\$ 1,746,354	\$ 1,495,804
64-02	GENERAL EQUIPMENT	7,086	14,280	7,848	24,000	15,000
64-14	COMPUTER SOFTWARE	13,926	60	64,588	293,600	58,600
64-15	COMPUTER EQUIPMENT	98,056	275,791	53,049	521,833	150,000
64-20	COMMUNICATION EQUIP	4,224	23,050	34,000	38,000	21,000
	SUB- TOTAL Capital Outlay	\$ 123,292	\$ 313,181	\$ 159,485	\$ 877,433	\$ 244,600
	SUBTOTAL	\$ 9,914,130	\$ 10,646,354	\$ 9,849,596	\$ 12,281,400	\$ 11,261,653
91-04	TRANSFER TO GRANTS-MATCH	-	-	-	-	-
91-30	TRANSFER/VEH. SRV. FUND	-	-	-	-	-
	DEPARTMENT TOTAL	\$ 9,914,130	\$ 10,646,354	\$ 9,849,596	\$ 12,281,400	\$ 11,261,653



ORGANIZATIONAL CHART

DEPARTMENT: Fire Rescue
DIVISION:

FUND: 001
DEPT. NO.: 2210





DEPARTMENT: Fire Rescue
DIVISION: Fire/Admin/OPS/FLS

FUND: 001
DEPT. NO.: 2210

DEPARTMENT MISSION STATEMENT: Building a safer community by providing the highest level of culturally sensitive, and fiscally responsible emergency response and community outreach services that meets or exceed the expectations of our external and internal customers..

DEPARTMENT CORE SERVICES:

Boynton Beach Fire Rescue is committed to providing the residents and visitors of this community with a team of skilled and culturally sensitive public safety professionals dedicated to preserving and protecting the health, welfare, and safety of our citizens.

STRATEGIC PLAN INITIATIVES AND DEPARTMENT INITIATIVES ALIGNMENT:

City Initiative No. 1: Redevelop Downtown

Department Initiatives No. 1: Enhancing organizational performance by assuring that facilities, fire apparatus, personal protective equipment, uniforms, and technical equipment are optimized to meet the additional needs anticipated from the downtown redevelopment initiative.

1. Improve the tracking, management, and maintenance of fire equipment and apparatus.
2. Ensure that all firefighting turnout gear is maintained in accordance with *NFPA 1851, Standard on Selection, Care, and Maintenance of Protective Ensembles for Structural Fire Fighting and Proximity Firefighting*.

Target Performance Metrics:

- Evaluate the feasibility of implementing an inventory control and tracking system to record and analyze preventive maintenance on equipment and emergency vehicles.
- Establish a Department-wide system for tracking and monitoring the inspection, cleaning, and maintenance of turnout gear.

City Initiative No. 2: Building Wealth in the Community

Department Initiatives No. 1: The goal of Boynton Beach Fire Rescue reflects the brand of our community through the delivery of fiscally responsible emergency and public safety services that meet or exceeds regional and national standards.

1. Analyze national public safety initiatives and trends for opportunities to improve or expand our scope of service.
2. Complete a review and update of mission critical policy and procedural documents.
3. Meet or exceed the regional standard of care
4. Develop tools and processes to collect and analyze community feedback.



DEPARTMENT: Fire Rescue
DIVISION: Fire/Admin/OPS/FLS

FUND: 001
DEPT. NO.: 2210

Target Performance Metrics:

- Evaluate the feasibility of a community paramedic/mobile integrated health program.
- All standard operating procedures will be reviewed and updated by the end of FY 2018.
- Evaluation of emergency response times and other objective indicators of service delivery. Attain an Insurance Service Organization rating of 1.
- Collect and analyze public comment cards and letters, develop a process to develop and distribute customer survey tools to evaluate organizational performance.

Department Initiatives No. 2: Strengthening the Department’s revenue base to support a strong local economy.

Improve revenue collections for fire department services.

1. Establish recruitment strategies that encourage and promote the hiring residents.

Target Performance Metrics:

- Expand mobile electronic data collection to support EMS billing.
- Assist with the validation and collection of the fire assessment fee.
- Evaluate local, state and federal grant writing opportunities
- Pursue cost recovery opportunities through the public emergency medical transportation (PEMT) program.
- Develop a firefighter explorer program to encourage public service.
- Develop a local recruitment program.

Department Initiatives No. 3: Developing a high-performance organization by improving departmental performance and efficiency

1. Enhance the collection, storage and retrieval of records and operational data
2. Improve operational efficiency through data analysis, benchmarking, and using dashboards to analyze metrics that are mission critical.

Target Performance Metrics:

- The development and implementation of a department-wide records management system.
- Expand mobile electronic data collection for all aspects of Fire Department operations.

Department Initiatives No. 4: Developing a high-performance organization by supporting a highly skilled culturally competent workforce

1. Provide staff with training to maintain and enhance technical skill and abilities and to provide opportunities for personal and professional development

Target Performance Metrics:

- Mandatory training will be conducted while on-duty
- The department will provide internal opportunities professional and career development every quarter
- Review and update career ladders to optimize opportunities for professional and personal development



DEPARTMENT: Fire Rescue
DIVISION: Fire/Admin/OPS/FLS

FUND: 001
DEPT. NO.: 2210

Department Initiatives No. 5: The department develop initiatives to enhance the safety of residents and visitors in our city.

1. Coordinate the City’s emergency planning and disaster preparedness.
2. Support the development of safe, reliable, and efficient transportation and routing systems for the public And our emergency responders based on the anticipated increases in population densities in the city.

Target Performance Metrics:

- Review and update the *City’s Emergency Response Plan* annually.
- Conduct a hurricane planning drill prior to hurricane season
- Evaluate the need for traffic pre-emption for emergency responders.
- Use GIS and traffic data to optimize emergency response zones.

Accomplishment:

- Purchase and installation of gear dryer for station 3, with other stations in 2019 and 2020 budgets respectively
- Implementation of decontamination procedures for after a fire contamination
- Upgrade of ALS Transport units to Horton with fleet replacement schedule updated
- Movement of 2010 ALS pumper to reserve with 2019 replacement; clean-cab concept pumper.
- Increase the safety and training of Life Safety Division Inspection practices through new policies and procedures
- Implementation of Junior Fire Academy for the youth of Boynton Beach
- Developed an RFP for a department-wide records management system (RMS)
- Delivered Emergency Management Training in April 2018, with 2 additional trainings scheduled



PERSONNEL ALLOCATION

DEPARTMENT: Fire Rescue		FUND: 001					
DIVISION:		DEPT. NO.: 2210					
Position Title	Position Number	Pay Grade	2017/18 Actual	2018/19 Actual	2019/20 Inc/(Dec)	2019/20 Requested	2019/20 Adopted
Full-Time Positions:							
Director, Fire & EMS Services	15019	47	1.0	1.0	0.0	1.0	1.0
Deputy Fire Chief	15029	43	2.0	0.0	0.0	0.0	0.0
Deputy Fire Chief/Administration and Emergency Mgmt	15189	43	2.0	1.0	0.0	1.0	1.0
Deputy Fire Chief/Operations	15179	43	0.0	1.0	0.0	1.0	1.0
Administrative Supervisor, EMS Billing	15199	23	0.0	0.0	0.0	1.0	1.0
Supervisor, Finance and EMS Billing	15099	30	1.0	0.0	0.0	0.0	0.0
Fire Training & Safety Coordinator	15079	34	1.0	0.0	0.0	0.0	0.0
Assistant Chief of Training- Fire	15209	34	0.0	1.0	0.0	1.0	1.0
EMS Coordinator	15273	26	1.0	0.0	0.0	0.0	0.0
Assistant Chief of EMS	15219	34	0.0	1.0	0.0	1.0	1.0
Administrative Assistant- Fire	15010	14	1.0	1.0	0.0	2.0	2.0
EMS Billing Specialist	00282	11	1.0	1.0	0.0	1.0	1.0
Accounting Technician	04160						
		10	1.0	1.0	0.0	0.0	0.0
EMS Accounting Technician			0.0	0.0	0.0	1.0	1.0
Administrative Associate	00370	10	2.0	2.0	0.0	2.0	2.0
Fire Battalion Chief	15039	FBC	3.0	3.0	0.0	3.0	3.0
Fire Captain	15203	CPA	7.0	7.0	0.0	9.0	9.0
Fire Lieutenant	15213	LTA	25.0	29.0	0.0	30.0	30.0
Firefighter III	15223	FR	39.0	39.0	0.0	45.0	45.0
Unspecified Personnel			60.0	59.0	0.0	48.0	48.0
Firefighter II	15233	FR	*	*	*	*	*
Firefighter I	15243	FR	*	*	*	*	*
Firefighter	01910	FR	*	*	*	*	*
Firefighter - FA moved to GF	01910		0.0	0.0	0.0	0.0	0.0
Total Personnel (General Fund):			147.0	147.0	0.0	147.0	147.0
Grant Funded Positions:							
Firefighter (excluded in Unspecified Personnel above)	01910		0.0	0.0	0.0	0.0	0.0
Total Personnel:			147.0	147.0	0.0	147.0	147.0

Performance Measures	Actual			Estimate	Projected
	2015-16	2016-17	2017-18	2018-19	2019-20
Number of 911 Calls for Service	13,341	14,000	15,468	13,892	15,000
Number of EMS Calls	10,137	9,802	10,435	11,835	12,500
Number of Fire Calls	160	167	248	100	200
Number of Other Calls	3,044	3,150	3,315	1,957	2,300
Inspections	9,629	10,200	10,840	10,502	11,000
Fire Investigations	25	25	20	35	40
Number of Medical Transport	5,400	5,400	7,000	7,814	8500
Fractile % Response Times: Emergency Responses Only - LOS Standard	95%	95%	95%	95%	95%
Number of Purchase Requisitions processed	50	50	45	50	52
Number Emergency Management exercises	2	2	2	1	2
Car Seat Interventions: Installations & Adjustments	425	425	400	260	275
CPR/ Stop the Bleed Trained				807	825



DETAIL EXPENDITURES

	ACCOUNT	2017/2018 Actual Expense	2018/2019 Amended Budget	2018/2019 Estimated Expenditures	2019/2020 Department Request	2019/2020 Adopted Budget
DIV 10 FIRE RESCUE 001-2210-522						
DEPARTMENT SUMMARY						
	Personnel Services	21,944,256	22,602,957	21,461,327	21,997,693	21,523,323
	Operating Expenses	1,571,787	1,705,504	1,523,205	1,980,069	1,827,735
	Capital Outlay	762,040	243,324	203,471	333,842	357,042
	Nonoperating Expenses	264,524	903,649	911,749	968,531	968,531
	TOTAL	\$ 24,542,607	\$ 25,455,434	\$ 24,099,752	\$ 25,280,135	\$ 24,676,631
	Estimated as % of Budget			94.7%		
12-10	REGULAR SALARIES/WAGES	12,328,596	12,268,485	11,900,000	13,178,263	12,780,562
12-20	HOLIDAY PAY	557,059	549,052	540,000	544,452	544,452
14-10	OVERTIME	649,976	1,305,038	914,959	500,000	500,000
14-20	REIMBURSABLE WAGES	24,890	13,300	12,072	-	-
15-12	CELL PHONE ALLOWANCE	3,685	3,030	1,841	2,880	2,880
15-13	SHOE ALLOWANCE	-	19,000	18,450	-	20,250
15-20	CAR ALLOWANCE	4,396	96	59	-	-
15-40	INCENTIVE PAY	153,425	150,670	86,464	150,120	150,120
21-10	EMPLOYER FICA	995,819	1,049,237	850,000	1,009,718	980,559
22-10	GENERAL EMPLOYEES PENSION	86,483	82,812	82,812	88,313	88,313
22-30	FIREFIGHTERS PENSION	5,444,061	5,627,597	5,627,597	4,734,845	4,734,845
22-31	FIREFIGHTERS' SUPPL INS	296,905	281,115	280,809	352,068	352,068
23-10	LIFE INSURANCE	16,158	6,457	4,285	6,722	6,458
23-20	DISABILITY INSURANCE	2,085	35,742	23,362	2,875	2,875
23-30	HEALTH INSURANCE	313,451	126,250	100,000	102,025	84,119
23-32	HEALTH INSURANCE FFIGHTER	862,465	886,995	850,000	1,116,484	1,071,603
23-35	CIGNA HSA	139,125	-	-	-	-
23-34	HSA	-	133,875	132,000	135,000	135,000
23-40	DENTAL INSURANCE	58,680	57,356	32,732	65,883	61,687
23-50	VISION INSURANCE	6,997	6,850	3,885	8,045	7,532
	SUB-TOTAL Personnel Services	\$ 21,944,256	\$ 22,602,957	\$ 21,461,327	\$ 21,997,693	\$ 21,523,323
31-20	PHYSICIAN EXAMS	17,100	500	45,000	54,000	54,000
31-90	OTHER PROFESSIONAL SRVS	19,489	19,365	615	17,500	17,500
34-51	MEDICAL DIRECTOR	25,850	29,850	13,550	39,000	39,000
40-12	BUSINESS MEETINGS	6,318	8,500	4,180	9,500	6,500
41-15	CELLULAR PHONE/BEEPER	23,570	33,050	16,297	23,500	23,500
43-10	ELECTRIC SERVICE	120,911	102,700	100,000	123,600	120,000
43-20	WATER/SEWER SERVICE	14,268	15,000	8,889	15,450	15,450
43-40	FUEL/PROPANE	11,165	5,400	2,439	16,480	16,000
44-31	COPY MACHINE RENTAL	3,286	5,288	2,866	3,200	3,200
45-54	P/F ACCIDENT INS	2,909	2,909	2,909	2,909	2,909
46-20	EQUIPMENT MAINTENANCE	57,971	45,670	32,154	58,365	51,470
46-21	FIRE EXTINGUISHER SERVICE	1,340	1,000	257	2,000	1,000
46-30	VEHICLE MAINT. - GARAGE	348,078	397,395	395,000	379,748	379,748
46-31	VEHICLE MAINT. - OTHER	18,266	11,896	11,877	30,000	30,000
46-91	SOFTWARE MAINTENANCE	67,322	79,200	50,995	109,300	109,300
47-10	PRINTING & BINDING	9	712	2,000	2,000	1,000
48-22	WELLNESS PROGRAM	-	16,600	16,590	23,500	20,000
49-09	SELF INSURANCE CHGS (W/C)	249,322	289,216	289,216	330,285	298,716
49-10	WAREHOUSE SERVICE CHG.	50,736	50,011	33,341	48,530	48,530
49-12	LEGAL ADS	-	1,600	-	-	-
49-14	CREDIT CARD FEES	-	150	143	-	-
49-17	OTHER CONTRACTUAL SRVS	49,837	75,904	70,000	46,467	46,467
49-41	LICENSES, FEES & PERMITS	18,646	14,150	13,225	22,200	22,200
51-10	OFFICE SUPPLIES	14,584	19,200	12,464	15,500	12,000



DETAIL EXPENDITURES

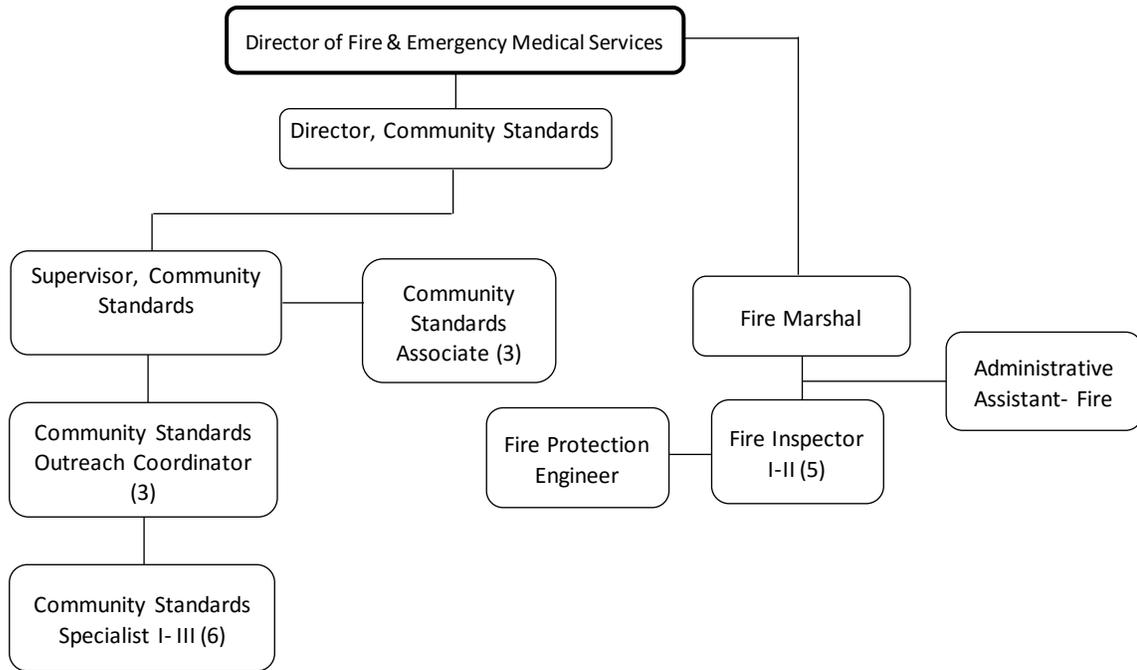
	ACCOUNT	2017/2018 Actual Expense	2018/2019 Current Budget	2018/2019 Estimated Expenditures	2019/2020 Department Request	2019/2020 Adopted Budget
DIV 10	FIRE RESCUE 001-2210-522					
51-25	COMPUTER EQUIP/SW<\$750	248	1,550	640	1,550	750
52-01	SUPPLIES	1,893	4,300	2,328	1,550	1,550
52-20	OPR EQUIPMENT <\$750	19,096	6,409	3,517	5,586	4,500
52-21	CHEMICALS & LAB SUPPLIES	555	800	3,000	4,000	2,000
52-22	UNIFORMS	60,792	102,700	60,883	80,250	60,000
52-23	SAFETY CLOTHING/EQUIP.	20,101	39,975	36,093	125,800	65,800
52-25	JANITOR SUPPLIES	40,092	39,100	26,001	36,050	36,050
52-27	HARDWARE/TOOLS	4,926	5,000	2,783	7,000	5,000
52-66	MEDICAL SUPPLIES	201,509	209,719	200,000	230,000	225,000
52-67	SUPPRESSION EQUIP/SUPPLY	19,858	7,500	6,331	18,000	15,000
52-73	RADIO BATTERIES/SUPPLIES	3,446	2,000	495	4,363	4,000
52-79	TRAINING AIDS	1,260	2,100	1,495	7,191	4,000
52-85	FOOD SUPPLIES	-	1,700	1,174	-	-
52-92	HONOR GUARD PROGRAM	551	100	1,000	3,500	3,500
52-99	MISC. SUPPLIES	-	-	-	-	-
54-10	BOOKS AND PUBLICATIONS	3,132	2,500	1,408	2,600	2,500
54-20	MEMBERSHIPS	1,589	2,535	1,760	2,385	2,385
54-30	TRAINING	64,604	49,100	49,000	73,900	73,900
54-37	RECERTIFICATION	7,158	3,150	1,290	3,310	3,310
	SUB- TOTAL Operating Expenses	\$ 1,571,787	\$ 1,705,504	\$ 1,523,205	\$ 1,980,069	\$ 1,827,735
62-01	BUILDING IMPROVEMENTS	2,150	-	-	-	-
64-02	GENERAL EQUIPMENT	53,567	25,350	24,838	44,800	30,000
64-06	SAFETY EQUIPMENT	689,374	148,800	148,763	167,600	167,600
64-07	FIRE SPECIAL OPS EQUIP	8,839	10,220	1,695	8,948	8,948
64-14	COMPUTER SOFTWARE	-	47,000	1,149	18,000	56,000
64-15	COMPUTER EQUIPMENT	1,600	1,750	5,350	-	-
64-16	FURNITURE & FIXTURES	3,137	100	3,500	4,494	4,494
64-20	COMMUNICATION EQUIP.	273	200	13,000	3,000	3,000
64-23	PARAMEDIC EQUIPMENT	3,100	7,200	2,472	27,000	27,000
64-33	VEHICLE PURCHASES	-	2,704	2,704	60,000	60,000
	SUB- TOTAL Capital Outlay	\$ 762,040	\$ 243,324	\$ 203,471	\$ 333,842	\$ 357,042
	SUBTOTAL	\$ 24,278,083	\$ 24,551,785	\$ 23,188,003	\$ 24,311,604	\$ 23,708,100
91-04	TRANSFER TO GRANTS-MATCH	-	93	8,193	52,929	52,929
91-30	TRANSFER/VEH. SRV. FUND	788,670	903,556	903,556	915,602	915,602
91-30	OTHER FINANCING CAP LEASE	(524,146)	-	-	-	-
	DEPARTMENT TOTAL	\$ 24,542,607	\$ 25,455,434	\$ 24,099,752	\$ 25,280,135	\$ 24,676,631



ORGANIZATIONAL CHART

DEPARTMENT: Fire
DIVISION: Community Standards

FUND: 001
DEPT. NO.: 2211





DEPARTMENT: Fire Rescue
DIVISION: Community Standards

FUND: 001
DEPT. NO.: 2211

DEPARTMENT MISSION STATEMENT: Building a safer community by providing the highest level of culturally sensitive, and fiscally responsible emergency response and community outreach services that meets or exceed the expectations of our external and internal customers.

DEPARTMENT CORE SERVICES:

Boynton Beach Fire Rescue is committed to providing the residents and visitors of this community with a team of skilled and culturally sensitive public safety professionals dedicated to preserving and protecting the health, welfare, and safety of our citizens.

STRATEGIC PLAN INITIATIVES AND DEPARTMENT INITIATIVES ALIGNMENT:

City Initiative No. 1: Redevelop Downtown

Department Initiatives: Support the goal of building a sustainable livable community by assuring that facilities, personal protective equipment, uniforms, and technical equipment are optimized to meet the additional needs anticipated from the downtown redevelopment initiative

1. Provide task-appropriate personal protective equipment

Target Performance Metrics:

- Evaluate the use of positive pressure air purifying respirators for fire investigations
- Evaluate the use of personal protective garments for fire investigations

City Initiative No. 2: Building Wealth in the Community

Department Initiatives No. 1: The goal of Boynton Beach Fire Rescue is to enhance the Boynton Beach brand by providing public education, fire prevention activities, and community outreach services that meets or exceed the levels defined by local, state and federal codes and standards.

1. Analyze national public safety initiatives and trends for opportunities to improve or expand our scope of service.
2. Complete a review and update of mission critical policy and procedural documents.
3. Improve the overall performance of the Community Standards Division

Target Performance Metrics:

- Evaluate opportunities that can improve collaboration between Fire and Life Safety and Community Standards
- All standard operating procedures will be reviewed and updated by the end of FY 2019.
- Collect, measure, and analyze key performance indicators to improve our level of service.



DEPARTMENT: Fire Rescue
DIVISION: Community Standards

FUND: 001
DEPT. NO.: 2211

Department Initiatives No. 2: Strengthening the Department’s revenue base in support of a strong local economy.

1. Improve revenue collections for fire department services.
2. Establish recruitment strategies that encourage and promote the hiring residents.

Target Performance Metrics:

- Update the fire and life safety fee schedule
- Assist with the validation and collection of the fire assessment fee.
- Evaluate local, state and federal grant writing opportunities
- Ensure the efficient collection of business tax receipts (BTR) and Certificate of Use fee(s)
- Develop a local training recruitment program in collaboration with local providers.

Department Initiatives No. 3: Building wealth in community by improving departmental performance and efficiency

1. Enhance the collection, storage and retrieval of records and operational data
2. Improve operational efficiency through data analysis, benchmarking, and the use of dashboards to present critical metrics.

Target Performance Metrics:

- The development and implementation of a department-wide records management system.
- Expand mobile electronic data collection for all aspects of Fire Department operations.

Department Initiatives No. 4: Building wealth in community by supporting a highly skilled culturally competent workforce

1. Provide staff with training to maintain and enhance basic and advanced skill and abilities and opportunities professional and career development

Target Performance Metrics:

- Mandatory training will be conducted while on-duty
- Provide internal opportunities professional and career development
- Reviewing and update career ladders to optimize opportunities for professional and personal development

Accomplishments:

- Fire and Life Safety accomplished the following:
 - A 90%+ increased collections
 - A 7% increased annual inspections and 16% increase in re-inspections
 - A 16% increase in re-inspections



PERSONNEL ALLOCATION

DEPARTMENT: Fire		FUND: 001					
DIVISION: Community Standards		DEPT. NO.: 2211					
Position Title	Position Number	Pay Grade	2017/18 Actual	2018/19 Actual	2019/20 Inc/(Dec)	2019/20 Requested	2019/20 Adopted
Full-Time Positions:							
Director, Community Standards	15309	39	1.0	1.0	0.0	1.0	1.0
Supervisor, Community Standards	15329	23	1.0	1.0	0.0	1.0	1.0
Community Standards Outreach Coordinator	15319	20	3.0	3.0	0.0	3.0	3.0
Unspecified Personnel **			5.0	6.0	0.0	6.0	6.0
Community Standards Specialist I	15312	14	*	*	*	*	*
Community Standards Specialist II	15322	16	*	*	*	*	*
Community Standards Specialist III	15332	18	*	*	*	*	*
Community Standards Associate	15302	12	3.0	3.0	0.0	3.0	3.0
Deputy Fire Marshal	15139	32	1.0	1.0	0.0	0.0	0.0
Fire Marshal	15009	34	1.0		0.0	1.0	1.0
Fire Protection Engineer	00023	23	1.0	1.0	0.0	1.0	1.0
Fire Inspector	15272	17	1.0	0.0	0.0	0.0	0.0
Assistant Fire Marshal	15252	19	4.0	0.0	0.0	0.0	0.0
Unspecified Personnel			0.0	5.0	0.0	5.0	5.0
Fire Inspector I	15242	19	*	*	*	*	*
Fire Inspector II	15262	20	*	*	*	*	*
Administrative Assistant- Fire	00259	14	1.0	1.0	0.0	1.0	1.0
Business Compliance Officer	21002	16	1.0	0.0	0.0	0.0	0.0
Total Personnel:			23.0	22.0	0.0	22.0	22.0

** An unspecified number of positions not to exceed 6 will be allowed.
 ** One (1) community standards specialist position transferred from Solid Waste (Fund 431)

Performance Measures	Actual			Estimate	Projected
	2015-16	2016-17	2017-18	2018-19	2019-2020
Community Standards (001-2211)					
Code Enforcement Violations	3,000	2,500	3,500	3,500	3,500
Number of Properties brought into compliance	2,858	2,000	3,000	3,000	3,000
Number of Vacant Lots cleaned/mowed	49	50	50	35	50
Number of Properties Inspected	6,000	6,000	6,500	6,500	6,500
Fire Inspections	9,629	10,200	12,000	13,000	13,000
Fire Investigations	25	25	20	20	18



DETAIL EXPENDITURES

	ACCOUNT	2017/2018 Actual Expense	2018/2019 Amended Budget	2018/2019 Estimated Expenditures	2019/2020 Department Request	2019/2020 Adopted Budget
DIV 20 COMMUNITY STANDARD 001-2211-522						
DEPARTMENT SUMMARY						
	Personnel Services	1,797,092	1,895,570	1,775,022	1,954,307	1,918,985
	Operating Expenses	215,525	198,738	84,849	211,842	188,889
	Capital Outlay	7,183	106,724	84,237	58,945	53,445
	Nonoperating Expenses	13,833	18,303	18,303	18,303	19,083
	TOTAL	\$ 2,033,633	\$ 2,219,335	\$ 1,962,411	\$ 2,243,397	\$ 2,180,402
	Estimated as % of Budget			88.4%		
12-10	REGULAR SALARIES/WAGES	1,175,057	1,188,014	1,100,000	1,277,965	1,255,579
14-10	OVERTIME	11,948	27,000	25,000	27,000	15,000
15-12	CELL PHONE ALLOWANCE	504	504	252	504	504
15-13	SHOE ALLOWANCE	148	1,330	1,328	2,000	1,500
15-20	CAR ALLOWANCE	3,600	3,600	1,800	3,600	3,600
15-40	INCENTIVE PAY	607	-	-	-	-
19-99	NEW PERSONNEL/RECLASS	-	2,113	2,113	10,896	10,896
21-10	EMPLOYER FICA	87,640	94,725	90,000	96,522	96,185
22-10	GENERAL EMPLOYEES PENSION	366,512	380,910	380,910	351,881	351,881
23-10	LIFE INSURANCE	1,459	621	398	328	328
23-20	DISABILITY INSURANCE	3,648	7,615	5,026	5,015	4,916
23-30	HEALTH INSURANCE	122,335	163,913	150,000	168,237	168,237
23-32	CIGNA HSA	14,625	-	-	-	-
23-34	HSA	-	13,850	13,260	-	-
23-40	DENTAL INSURANCE	8,043	10,155	4,406	9,232	9,232
23-50	VISION INSURANCE	966	1,220	529	1,127	1,127
	SUB-TOTAL Personnel Services	\$ 1,797,092	\$ 1,895,570	\$ 1,775,022	\$ 1,954,307	\$ 1,918,985
34-25	NUISANCE ABATEMENT	22,714	33,500	9,920	40,000	40,000
40-12	BUSINESS MEETINGS	-	4,600	590	5,600	4,600
41-15	CELLULAR PHONE/BEEPER	13,436	18,649	6,698	18,340	18,340
44-31	COPY MACHINE RENTAL	4,509	-	3,000	-	-
44-40	LEASED VEHICLES	13,840	17,000	-	17,000	17,000
46-20	EQUIPMENT MAINTENANCE	-	500	500	500	500
46-21	FIRE EXTINGUISHER SERVICE	2,000	-	-	2,000	1,000
46-22	COMPUTER MAINTENANCE	-	300	300	300	-
46-30	VEHICLE MAINT. - GARAGE	25,748	23,491	12,711	12,954	12,954
46-91	SOFTWARE MAINTENANCE	-	1,300	1,300	20,000	20,000
47-10	PRINTING & BINDING	4,567	3,000	1,603	3,000	3,000
49-09	SELF INSURANCE CHGS (W/C)	40,551	2,669	1,779	22,000	19,897
49-10	WAREHOUSE SERVICE CHG.	1,740	700	467	1,626	1,626
49-12	LEGAL ADS	2,000	1,550	1,000	1,000	500
49-14	CREDIT CARD FEES	-	4,050	808	-	2,000
49-16	COURT COSTS	-	1,150	2,400	2,400	500
49-17	OTHER CONTRACTUAL SRVS	49,463	33,431	20,000	15,000	5,000
51-10	OFFICE SUPPLIES	6,653	4,700	2,577	6,300	5,000
51-25	COMPUTER EQUIP/SW<\$750	1,068	5,105	1,158	3,000	1,500
52-01	SUPPLIES	143	100	100	100	100
52-22	UNIFORMS	7,453	11,000	4,608	11,000	11,000
52-23	SAFETY CLOTHING/EQUIP.	5,858	11,427	3,446	3,527	3,527
52-25	JANITOR SUPPLIES	-	500	500	500	500
52-27	HARDWARE/TOOLS	664	1,250	463	2,350	1,500
52-65	FIRE PREVENTION SUPPLIES	2,990	721	-	5,000	3,000
52-73	RADIO BATTERIES/SUPPLIES	-	400	400	400	400
54-10	BOOKS AND PUBLICATIONS	3,974	4,675	324	4,675	4,675
54-20	MEMBERSHIPS	1,840	4,170	3,440	4,170	4,170
54-30	TRAINING	3,873	7,500	3,457	7,500	5,000
54-37	RECERTIFICATION	441	1,300	1,300	1,600	1,600
	SUB- TOTAL Operating Expenses	\$ 215,525	\$ 198,738	\$ 84,849	\$ 211,842	\$ 188,889
64-02	GENERAL EQUIPMENT	-	14,279	10,000	2,500	2,500
64-15	COMPUTER SOFTWARE	-	41,500	25,000	-	-
64-15	COMPUTER EQUIPMENT	7,183	10,000	8,292	15,500	10,000
64-16	FURNITURE & FIXTURES	-	-	-	-	-
64-33	VEHICLE PURCHASES	-	40,945	40,945	40,945	40,945
	SUB- TOTAL Capital Outlay	\$ 7,183	\$ 106,724	\$ 84,237	\$ 58,945	\$ 53,445
	SUBTOTAL	\$ 2,019,800	\$ 2,201,032	\$ 1,944,108	\$ 2,225,094	\$ 2,161,319
91-30	TRANSFER/VEH. SRV. FUND	13,833	18,303	18,303	18,303	19,083
	DEPARTMENT TOTAL	\$ 2,033,633	\$ 2,219,335	\$ 1,962,411	\$ 2,243,397	\$ 2,180,402



DETAIL EXPENDITURES

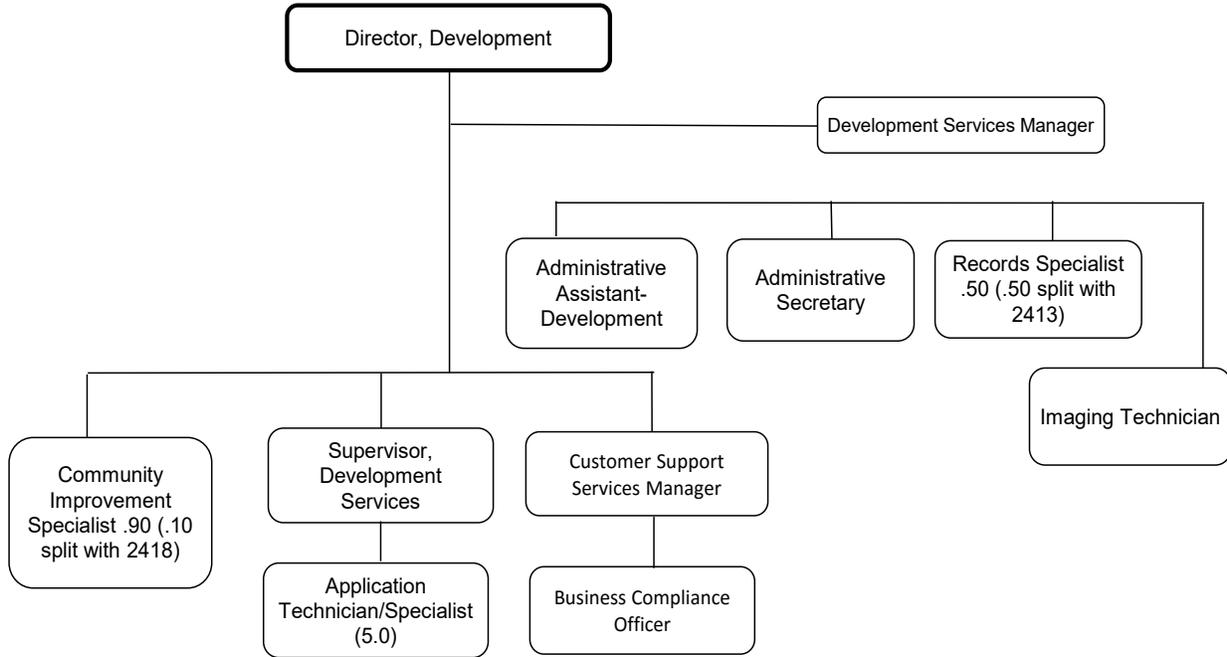
	ACCOUNT	2017/2018 Actual Expense	2018/2019 Amended Budget	2018/2019 Estimated Expenditures	2019/2020 Department Request	2019/2020 Adopted Budget
DIV 10 EMERGENCY MANAGEMENT 001-2220-525						
DEPARTMENT SUMMARY						
	Personnel Services	-	-	-	-	-
	Operating Expenses	15,115	19,775	8,683	21,275	21,275
	Capital Outlay	-	9,000	14,000	9,000	9,000
	Nonoperating Expenses	-	-	-	-	-
	TOTAL	\$ 15,115	\$ 28,775	\$ 22,683	\$ 30,275	\$ 30,275
	Estimated as % of Budget			78.8%		
40-12	BUSINESS MEETINGS	610	1,000	1,000	1,500	1,500
41-10	TELEPHONE SERVICES	2,442	5,000	776	5,000	5,000
47-10	PRINTING & BINDING	-	2,000	2,000	2,000	2,000
49-17	OTHER CONTRACTUAL SRVS	8,432	4,000	2,000	4,000	4,000
51-10	OFFICE SUPPLIES	510	325	300	300	300
52-73	RADIO BATTERIES/SUPPLIES	495	325	325	325	325
52-85	FOOD SUPPLIES	955	2,200	1,000	2,000	2,000
52-91	CERT PROGRAM	1,671	3,775	132	5,000	5,000
54-20	MEMBERSHIPS	-	150	150	150	150
54-30	TRAINING	-	1,000	1,000	1,000	1,000
	SUB-TOTAL Operating Expenses	\$ 15,115	\$ 19,775	\$ 8,683	\$ 21,275	\$ 21,275
64-14	COMPUTER SOFTWARE	-	9,000	5,000	9,000	9,000
64-15	COMPUTER EQUIPMENT	-	-	9,000	-	-
	SUB- TOTAL Capital Outlay	\$ -	\$ 9,000	\$ 14,000	\$ 9,000	\$ 9,000
	SUBTOTAL	\$ 15,115	\$ 28,775	\$ 22,683	\$ 30,275	\$ 30,275
91-30	TRANSFER/VEH. SRV. FUND	-	-	-	-	-
	DEPARTMENT TOTAL	\$ 15,115	\$ 28,775	\$ 22,683	\$ 30,275	\$ 30,275



ORGANIZATIONAL CHART

DEPARTMENT: Development
DIVISION: Development Services

FUND: 001
DEPT. NO.: 2410



1 Community Improvement Specialist funded 90% from General Fund, 10% from CDBG



DEPARTMENT: Development
DIVISION: Development Services

FUND: 001
DEPT. NO.: 2410

DEPARTMENT MISSION STATEMENT: Anticipate and proactively respond to changes in development activity and service demand, aligning resources to provide quality professional services that are delivered in a consistent, predictable and transparent manner. To be the preferred municipality that attracts businesses, contractors, and developers through world class service that aids in protecting and preserving our community's investments in an efficient and effective manner.

DEPARTMENT CORE SERVICES:

- Administrative Support for Development Department
- Customer Service Support and Team performance
- Administer the Business Tax and Certificate of Use and Occupancy processes.
- Budget preparation and maintenance Department wide
- Lead and administer City wide projects

STRATEGIC PLAN INITIATIVES AND DEPARTMENT INITIATIVES ALIGNMENT:

City Initiative No. 1: Redevelop Downtown

Department Initiatives Alignment:

1. Town Square Redevelopment
2. Sober Homes: Impact Analysis, Best Practices
3. Statement of program/project department will work on this budget year that supports above-referenced City Initiative

Target Performance Metrics:

- Process and intake of plan review and inspection services for Town Square as a priority for economical savings
- Provide the Community a one-stop shop for business with the City.
- Monitor of all Divisions communication to keep staff informed and projects moving forward.
- Open communication with Community Standards and Fire for identifying of group homes
- Present recommendations to City Commission

City Initiative No. 2: Building Wealth in the Community

Department Initiatives Alignment: Local Business Development

1. Partner with Economic Development to develop a Business Accelerator program.
2. Partner with Economic Development to develop a toolbox of business support resources

Target Performance Metrics:

- Dedicate initial grant fund for Business Accelerator program.
- Link appropriate available funding to City business grant programs.



DEPARTMENT: Development
DIVISION: Development Services

FUND: 001
DEPT. NO.: 2410

Department Initiatives Alignment: Neighborhood Economic Development

1. Coordinate with communities and community-based organizations in the development of Neighborhood Economic Development Plans.

Target Performance Metrics:

- Link appropriate available funding to Neighborhood Economic Development Plans.

City Initiative No. 3: Boynton Beach Branding

Department Initiatives Alignment:

1. Transformation from existing paper permit submittal and plan review with electronic submittal.
2. Establish and implement customer service policies to maximize efficiency and customer satisfaction.
3. Develop consistent inter-departmental communication process for development projects.
4. Reduce non-compliant businesses relative to local, state, and federal laws.
5. Protect and preserve our community's investments while helping businesses grow through increased business compliance, accountability, and customer focus.
6. Establish and implement business tax and certificate of use and occupancy frameworks to contribute to process proficiency and success.

Target Performance Metrics:

- Choose and aid in the implementation of new electronic permit submittal.
- Assist ITS in design and training to a paperless permit submittal, review and permit issuance process.
- Improved customer service through reduced complexity of development processes and procedures.
- Increase efficiency for projects that require the expertise and communication of multiple departments.
- Implementation of an ombudsman approach to render efficient resolution of issues and city-wide communities.
- Expansion of Certificate of Use and Occupancy process to enhance the economic viability.
- Increase the number of jobs within the community by attracting new businesses and projects to the City.

City Initiative No. 4: Transportation and Mobility

Department Initiatives Alignment:

1. Complete Streets Manual

Target Performance Metrics:

- Participate on City team to prepare draft plan
- Climate Action Plan implementation
- Review and amend sustainability requirements



PERSONNEL ALLOCATION

DEPARTMENT: Development			FUND: 001				
DIVISION: Development Services			DEPT. NO.: 2410				
Position Title	Position Number	Pay Grade	2017/18 Actual	2018/19 Actual	2019/20 Inc/(Dec)	2019/20 Requested	2019/20 Adopted
Full-Time Positions:							
Director, Development	21019	45	1.0	1.0	0.0	1.0	1.0
Development Services Coordinator	23029	18	1.0	0.0	0.0	0.0	0.0
Development Services Manager	21099	24	0.0	1.0	0.0	1.0	1.0
Community Improvement Specialist ¹	25230	14	0.9	0.9	0.0	0.9	0.9
Business Development Specialist	21049	24	1.0	0.0	0.0	0.0	0.0
Business Tax and Zoning Manager	21079	24	1.0	0.0	0.0	0.0	0.0
Customer Support Services Manager	21089	24	0.0	1.0	0.0	1.0	1.0
Supervisor, Development Services	21059	17	1.0	0.0	0.0	0.0	0.0
Business Compliance Officer	21002	16	0.0	1.0	0.0	1.0	1.0
Application Technician/Application Specialist							
Career Path Unspecified			4.0	6.0	0.0	6.0	6.0
Application Specialist	22432	14	*	*	*	*	*
Application Technician	22352	12	*	*	*	*	*
Records Specialist ²	21020	10	0.6	0.6	0.0	0.6	0.6
Imaging Technician	00372	11	1.0	1.0	0.0	1.0	1.0
Administrative Assistant	00259	14	1.0	1.0	0.0	1.0	1.0
Administrative Secretary	00240	11	1.0	1.0	0.0	1.0	1.0
			13.5	14.5	0.0	14.5	14.5
Total Personnel:			13.5	14.5	0.0	14.5	14.5

Position Notes:

- 1 Community Improvement Specialist split 90/10 funding from General Fund/Community Improvements.
- 2 Full-time position, 50% funded with Engineering

Performance Measures	Actual			Estimate 2018-19	Projected 2019-20
	2015-16	2016-17	2017-18		
Development (001-2410)					
Walk In Customers	17,000	17,000	16,500	19,000	15,000
Building Applications	7,500	5,173	5,518	4,500	5,200
Business Tax Applications	1,500	3,047	3,021	2,442	3,700
New Business Tax Receipts Issued	1,450	2,055	2,971	2,400	3,025
Business Tax Transfers	125	159	168	172	195
Business Tax Renewals	6,800	7,408	13,949	11,410	14,000
Planning & Zoning Applications	470	470	937	651	725



DETAIL EXPENDITURES

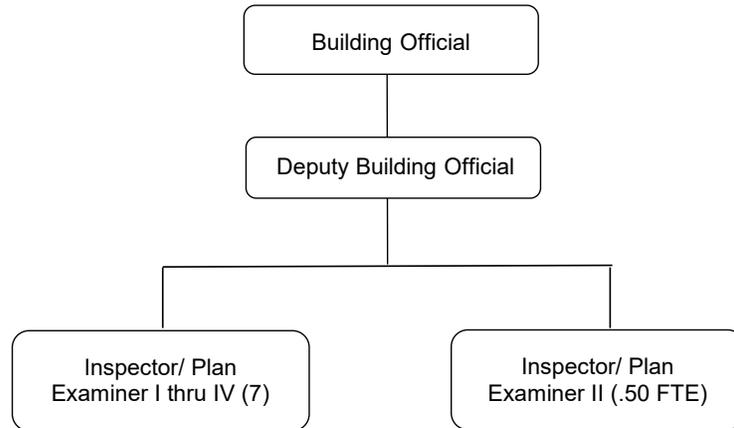
	ACCOUNT	2017/2018 Actual Expense	2018/2019 Amended Budget	2018/2019 Estimated Expenditures	2019/2020 Department Request	2019/2020 Adopted Budget
DIV 10 DEVELOPMENT ADMIN 001-2410-524						
	DEPARTMENT SUMMARY					
	Personnel Services	1,046,021	1,155,014	1,114,343	1,131,100	1,131,021
	Operating Expenses	83,829	78,174	74,045	79,550	78,579
	Capital Outlay	-	-	-	-	-
	Nonoperating Expenses	-	-	-	-	-
	TOTAL	\$ 1,129,850	\$ 1,233,188	\$ 1,188,388	\$ 1,210,650	\$ 1,209,600
	Estimated as % of Budget			96.4%		
12-10	REGULAR SALARIES/WAGES	666,573	742,058	725,000	744,881	744,992
14-10	OVERTIME	2,095	4,200	337	1,000	1,000
15-12	CELL PHONE ALLOWANCE	1,932	1,512	882	1,512	1,512
15-13	SHOE ALLOWANCE	-	150	148	148	148
15-20	CAR ALLOWANCE	5,853	4,750	2,713	7,050	4,650
19-99	NEW PERSONNEL/RECLASS	-	201	7,701	9,422	9,422
21-10	EMPLOYER FICA	49,602	55,682	45,000	55,500	57,463
22-10	GENERAL EMPLOYEES PENSION	207,837	213,934	213,934	190,747	190,747
23-10	LIFE INSURANCE	813	515	224	515	384
23-20	DISABILITY INSURANCE	2,417	5,112	3,344	2,600	2,978
23-30	HEALTH INSURANCE	91,248	105,979	100,000	110,890	110,890
23-32	CIGNA HSA	11,525	-	-	-	-
23-34	HSA	-	13,425	11,240	-	-
23-40	DENTAL INSURANCE	5,469	6,696	3,410	6,085	6,085
23-50	VISION INSURANCE	657	800	410	750	750
	SUB-TOTAL Personnel Services	\$ 1,046,021	\$ 1,155,014	\$ 1,114,343	\$ 1,131,100	\$ 1,131,021
34-40	TEMPORARY SERVICES	4,596	4,774	4,766	35,360	35,360
40-12	BUSINESS MEETINGS	-	500	-	500	500
41-12	POSTAGE	14,652	14,900	15,000	17,000	17,000
46-20	EQUIPMENT MAINTENANCE	-	100	-	100	100
46-22	COMPUTER MAINTENANCE	-	100	-	100	100
47-20	REPRODUCTION SERVICES	11,117	-	-	-	-
49-09	SELF INSURANCE CHGS (W/C)	8,126	8,394	8,394	10,163	9,192
49-10	WAREHOUSE SERVICE CHG.	192	475	475	430	430
49-14	CREDIT CARD FEES	23,923	40,000	35,000	-	-
49-17	OTHER CONTRACTUAL SRVS	16,887	4,726	8,826	10,000	10,000
51-10	OFFICE SUPPLIES	807	800	458	500	500
51-25	COMPUTER SFTWRE <\$750	-	250	-	250	250
52-01	SUPPLIES	400	420	221	400	400
52-20	OPR EQUIPMENT <\$750.	680	750	190	750	750
52-22	UNIFORMS	-	-	-	877	877
54-10	BOOKS AND PUBLICATIONS	81	100	-	100	100
54-20	MEMBERSHIPS	832	375	180	1,520	1,520
54-30	TRAINING	1,536	1,510	535	1,500	1,500
	SUB- TOTAL Operating Expenses	\$ 83,829	\$ 78,174	\$ 74,045	\$ 79,550	\$ 78,579
64-14	COMPUTER SOFTWARE	-	-	-	-	-
	SUB- TOTAL Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -
	SUBTOTAL	\$ 1,129,850	\$ 1,233,188	\$ 1,188,388	\$ 1,210,650	\$ 1,209,600
91-30	TRANSFER/VEH. SRV. FUND	-	-	-	-	-
	DEPARTMENT TOTAL	\$ 1,129,850	\$ 1,233,188	\$ 1,188,388	\$ 1,210,650	\$ 1,209,600



ORGANIZATIONAL CHART

DEPARTMENT: Development
DIVISION: Building

FUND: 001
DEPT. NO.: 2411





DEPARTMENT: Development
DIVISION: Building

FUND: 001
DEPT. NO.: 2411

DEPARTMENT MISSION STATEMENT: To support administration of the Florida Building Code and local amendments for the construction of safe, sustainable building practices, providing the residents, visitors, and businesses of Boynton Beach with professional, predictable, and timely technical review and inspection, delivered with exceptional customer service.

DEPARTMENT CORE SERVICES:

- Manage multi-departmental workflows
- Manage Permit Plan Review Process
- Conduct Building Code Inspections
- Oversee Flood Plain Management Program

STRATEGIC PLAN INITIATIVES AND DEPARTMENT INITIATIVES ALIGNMENT:

City Initiative No. 1: Redevelop Downtown

Department Initiatives Alignment:

1. Town Square Redevelopment
2. Neighborhood Sustainability through Regulations and Enforcement

Target Performance Metrics:

- Proficient expeditious plan review through new e-filing system
- Monitor multi-departmental communication to keep staff informed and projects moving forward to meet deadlines and achieve compliance with permit application reviews, and timely inspections.
- Support Community Standards and Fire for identifying of Neighborhood Sustainability.

City Initiative: Boynton Beach Branding

Department Initiatives Alignment:

1. Online Development Process and Submittal
2. Superion Upgrade - Version 18.2 - Mobile Inspector

Target Performance Metrics:

- Reduction/Avoiding wait time through application e-filing
- Reduction in plan review timelines through digital filing and simultaneous discipline plan review
- Reduction in carbon footprint with the elimination of paper while supporting energy conservation and improving the efficiency of the process.
- Assist ITS in the design and training to a paperless permit submittal, review and permit issuance process.
- Improved Efficiency through online access to plan review and inspections results



PERSONNEL ALLOCATION

DEPARTMENT: Development		FUND: 001					
DIVISION: Building		DEPT. NO.: 2411					
Position Title	Position Number	Pay Grade	2017/18 Actual	2018/19 Actual	2019/20 Inc/(Dec)	2019/20 Requested	2019/20 Adopted
Full-Time Positions:							
Building Official	22019	32	1.0	1.0	0.0	1.0	1.0
Deputy Building Official	22039	25	1.0	1.0	0.0	1.0	1.0
Unspecified Personnel *			7.0	7.0	1.0	8.0	8.0
Inspector/Plans Examiner I	22012	18	*	*	*	*	*
Inspector/Plans Examiner II	22022	20	*	*	*	*	*
Inspector/Plans Examiner III	22032	22	*	*	*	*	*
Inspector/Plans Examiner IV	22042	24	*	*	*	*	*
			9.0	9.0	1.0	10.0	10.0
Part-Time Positions:							
Inspector/Plans Examiner II	22027	20	0.5	0.5	0.0	0.5	0.5
			0.5	0.5	0.0	0.5	0.5
Total Personnel:			9.5	9.5	1.0	10.5	10.5

* An unspecified number of position not to exceed 7 will be allowed

Performance Measures	Actual			Estimate	Projected
	2015-16	2016-17	2017-18	2018-19	2019-20
Building (001-2411)					
Number of Permits Issued (incl. temporary)	6,288	6,143	6,500	6,755	7,500
Number of CO's Issued (incl. temporary)	117	108	99	105	104
Number of Scheduled Inspections Conducted-BLDG	15,503	17,466	25,126	27,000	24,500
Number of Scheduled Inspections Conducted-BTR	550	3,147	3,212	3,500	3,550
Number of Scheduled Inspections Conducted-CODE	90	90	100	225	400
Number of Expired Permit Inspections	100	100	120	205	142
Number of Applications reviewed	5,173	5,000	4,858	5,200	5,300
Number of Plans Reviewed	8,500	8,500	9,125	9,500	19,000



DETAIL EXPENDITURES

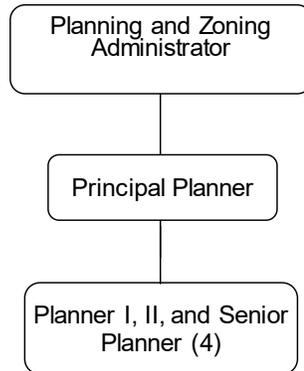
	ACCOUNT	2017/2018 Actual Expense	2018/2019 Amended Budget	2018/2019 Estimated Expenditures	2019/2020 Department Request	2019/2020 Adopted Budget
DIV 11 BUILDING 001-2411-524						
	DEPARTMENT SUMMARY					
	Personnel Services	1,092,470	1,043,579	914,306	1,189,523	1,158,905
	Operating Expenses	363,105	531,388	429,279	404,197	317,856
	Capital Outlay	-	400	-	-	-
	Nonoperating Expenses	10,350	9,693	6,462	20,509	20,509
	TOTAL	\$ 1,465,925	\$ 1,585,060	\$ 1,350,047	\$ 1,614,229	\$ 1,497,270
	Estimated as % of Budget			85.2%		
12-10	REGULAR SALARIES/WAGES	745,081	660,582	600,000	732,312	732,312
14-10	OVERTIME	7,560	35,000	19,003	5,000	5,000
14-20	REIMBURSABLE WAGES	1,265	2,050	1,387	1,000	1,000
15-12	CELL PHONE ALLOWANCE	1,008	1,012	588	1,008	1,008
15-13	SHOE ALLOWANCE	1,033	933	885	1,033	1,033
15-20	CAR ALLOWANCE	4,500	4,500	2,625	4,500	4,500
19-99	NEW PERSONNEL/RECLASS	-	-	-	97,978	97,978
21-10	EMPLOYER FICA	57,000	52,089	33,246	56,525	56,525
22-10	GENERAL EMPLOYEES PENSION	202,187	214,149	214,149	214,000	183,382
23-10	LIFE INSURANCE	612	367	292	350	350
23-20	DISABILITY INSURANCE	2,540	3,747	2,575	2,756	2,756
23-30	HEALTH INSURANCE	60,203	59,813	31,863	68,824	68,824
23-32	CIGNA HSA	5,250	-	-	-	-
23-34	HSA	-	5,800	5,500	-	-
23-40	DENTAL INSURANCE	3,777	3,090	1,958	3,777	3,777
23-50	VISION INSURANCE	454	447	235	460	460
	SUB-TOTAL Personnel Services	\$ 1,092,470	\$ 1,043,579	\$ 914,306	\$ 1,189,523	\$ 1,158,905
34-40	TEMPORARY SERVICES	18,538	50	-	10,000	10,000
40-12	BUSINESS MEETINGS	63	50	-	500	500
41-15	CELLULAR PHONE/BEEPER	3,416	10,550	4,209	3,840	3,840
44-31	COPY MACHINE RENTAL	7,607	-	-	-	-
46-22	COMPUTER MAINTENANCE	-	250	-	250	250
46-30	VEHICLE MAINT. - GARAGE	15,973	15,199	7,688	10,814	10,814
46-91	SOFTWARE MAINTENANCE	23,147	33,950	33,758	136,150	36,150
47-10	PRINTING & BINDING	458	850	405	750	750
47-21	MICROFILMING/IMAGING	9,433	9,225	5,385	8,500	8,500
49-09	SELF INSURANCE CHGS (W/C)	30,922	31,142	20,761	37,565	33,974
49-10	WAREHOUSE SERVICE CHG.	788	622	622	542	542
49-14	CREDIT CARD FEES	69	900	148	23,000	23,000
49-17	OTHER CONTRACTUAL SRVS	240,722	417,100	350,000	150,000	150,000
51-10	OFFICE SUPPLIES	1,764	1,675	616	1,500	1,500
52-01	SUPPLIES	959	500	459	500	500
52-20	OPR EQUIPMENT <\$750.	173	1,177	1,273	500	500
52-22	UNIFORMS	1,626	1,928	116	2,816	2,816
52-23	SAFETY CLOTHING/EQUIP.	-	100	-	100	100
52-27	HARDWARE/TOOLS	-	50	-	50	50
54-10	BOOKS AND PUBLICATIONS	2,195	1,250	753	2,200	2,200
54-20	MEMBERSHIPS	1,670	1,945	1,511	1,870	1,870
54-30	TRAINING	3,582	2,875	1,575	12,750	30,000
	SUB- TOTAL Operating Expenses	\$ 363,105	\$ 531,388	\$ 429,279	\$ 404,197	\$ 317,856
64-15	COMPUTER EQUIPMENT	-	400	-	-	-
	SUB- TOTAL Capital Outlay	\$ -	\$ 400	\$ -	\$ -	\$ -
	SUBTOTAL	\$ 1,455,575	\$ 1,575,367	\$ 1,343,585	\$ 1,593,720	\$ 1,476,761
91-30	TRANSFER/VEH. SRV. FUND	10,350	9,693	6,462	20,509	20,509
	DEPARTMENT TOTAL	\$ 1,465,925	\$ 1,585,060	\$ 1,350,047	\$ 1,614,229	\$ 1,497,270



ORGANIZATIONAL CHART

DEPARTMENT: Development
DIVISION: Planning & Zoning

FUND: 001
DEPT. NO.: 2414





DEPARTMENT: Development
DIVISION: Planning & Zoning

FUND: 001
DEPT. NO.: 2414

DEPARTMENT MISSION STATEMENT: To guide growth and development in the City that contributes toward a desirable sense of place with Land Development Regulations that represent best practices and the City’s vision and direction, through efficient and expeditious review processes and exemplary customer service, by preservation and recognition of historic assets, and with timely and optimal involvement of stakeholders.

DEPARTMENT CORE SERVICES:

- Development Review
- Maintenance of Land Development Regulations
- Comprehensive Plan Management
- Redevelopment Planning / Special Projects and Studies
- Technical support to other Departments/Divisions with enforcement of City Codes, Standards and Processes

STRATEGIC PLAN INITIATIVES AND DEPARTMENT INITIATIVES ALIGNMENT:

City Initiative No. 1: Redevelop Downtown

Department Initiatives Alignment:

Town Square Development Approvals

Target Performance Metrics:

- Prepare & process LDR amendments to support redevelopment plan and related initiatives
- Support project through review of applications (master/site plan modifications and permits)

City Initiative No. 2: Building Wealth in the Community

Department Initiatives Alignment:

1. MLK Corridor Redevelopment
2. CRA Plan Implementation
3. Neighborhood Sustainability through Regulations and Enforcement
4. City Growth Planning (District Plans & Area Studies)

Target Performance Metrics:

- Prepare & process LDR amendments to support redevelopment plan and related initiatives
- Prepare & process FLU and Zoning Map Amendments to support related initiatives
- Prepare & process LDR amendments to support neighborhood sustainability initiatives
- Evaluate study areas, obtain stakeholder/public input, prepare plan and obtain City Commission approval



DEPARTMENT: Development
DIVISION: Planning & Zoning

FUND: 001
DEPT. NO.: 2414

City Initiative No. 4: Transportation and Mobility

Department Initiatives Alignment:

1. Complete Streets Manual

Target Performance Metrics:

- Organize internal complete streets committee
- Review best practices and other relevant information
- Prepare manual
- Obtain City Commission approval
- LDR Audit: Analyze Consistency with CRA Plan
- Prepare and present recommendations for LDR amendment to Planning & Development Board
- Present recommendations for LDR amendment to City Commission
- City Initiated Future Land Use Map Amendments & Rezoning
- Work with the CRA to identify potential redevelopment site and proactively amend FLU and Zoning to reflect development goals
- Identify potential redevelopment areas
- Prepare and present recommendations to Planning & Development Board



PERSONNEL ALLOCATION

DEPARTMENT: Development			FUND: 001				
DIVISION: Planning & Zoning			DEPT. NO.: 2414				
Position Title	Position Number	Pay Grade	2017/18 Actual	2018/19 Actual	2019/20 Inc/(Dec)	2019/20 Requested	2019/20 Adopted
Full-Time Positions:							
Director, Planning & Zoning	24019	34	0.0	0.0	0.0	0.0	0.0
Planning and Zoning Administrator	24119	34	1.0	1.0	0.0	1.0	1.0
Principal Planner	24059	30	1.0	1.0	0.0	1.0	1.0
Unspecified Personnel			4.0	4.0	0.0	4.0	4.0
Senior Planner	24029	25	*	*	*	*	*
Planner II	24089	22	*	*	*	*	*
Planner I	24009	20	*	*	*	*	*
Historic Preservation Planner, Sr.	24199	25	0.0	0.0	0.0	0.0	0.0
Total Full-Time Personnel:			6.0	6.0	0.0	6.0	6.0
Total Personnel:			6.0	6.0	0.0	6.0	6.0

Performance Measures	Actual			Estimate	Projected
	2015-16	2016-17	2017-18	2018-19	2019-20
Planning & Zoning (001-2414)					
Applications Reviewed	470	523	568	575	590
Number of Permits Issued	425	454	428	435	475
Number of Pre-App Meetings	150	153	246	250	265
Number of Plans Reviewed (Bldg. Permits)	950	969	2,600	2,500	2,525
Number of Zoning Verification Letters	40	41	89	93	125



DETAIL EXPENDITURES

	ACCOUNT	2017/2018 Actual Expense	2018/2019 Amended Budget	2018/2019 Estimated Expenditures	2019/2020 Department Request	2019/2020 Adopted Budget
DIV 14 PLANNING & ZONING 001-2414-515						
	DEPARTMENT SUMMARY					
	Personnel Services	689,482	687,327	659,908	719,158	718,959
	Operating Expenses	59,345	26,302	16,593	71,384	70,405
	Capital Outlay	-	-	-	-	-
	Nonoperating Expenses	-	-	-	-	-
	TOTAL	\$ 748,827	\$ 713,629	\$ 676,501	\$ 790,542	\$ 789,364
	Estimated as % of Budget			94.8%		
12-10	REGULAR SALARIES/WAGES	431,556	455,679	450,000	483,604	483,604
15-12	CELL PHONE ALLOWANCE	420	504	-	-	-
15-20	CAR ALLOWANCE	1,875	2,250	-	-	-
19-99	NEW PERSONNEL/RECLASS	-	-	-	4,992	4,992
21-10	EMPLOYER FICA	31,266	41,955	35,000	36,996	36,996
22-10	GENERAL EMPLOYEES PENSION	153,037	123,355	123,355	142,592	142,592
23-10	LIFE INSURANCE	900	319	210	294	176
23-20	DISABILITY INSURANCE	1,603	2,794	1,840	1,891	1,891
23-30	HEALTH INSURANCE	61,803	52,802	45,000	45,883	45,883
23-32	CIGNA HSA	4,750	-	-	-	-
23-34	HSA	-	4,050	3,250	-	-
23-40	DENTAL INSURANCE	2,028	3,231	1,119	2,518	2,518
23-50	VISION INSURANCE	244	388	134	388	307
	SUB-TOTAL Personnel Services	\$ 689,482	\$ 687,327	\$ 659,908	\$ 719,158	\$ 718,959
40-12	BUSINESS MEETINGS	319	600	144	600	600
47-10	PRINTING & BINDING	202	250	74	250	250
49-09	SELF INSURANCE CHGS (W/C)	8,432	8,492	5,661	10,243	9,264
49-10	WAREHOUSE SERVICE CHG.	178	135	135	166	166
49-17	OTHER CONTRACTUAL SRVS	45,500	11,225	7,165	50,000	50,000
51-10	OFFICE SUPPLIES	850	350	312	750	750
51-25	COMPUTER SFTWRE <\$750	149	350	-	500	500
52-01	SUPPLIES	234	250	127	250	250
54-10	BOOKS AND PUBLICATIONS	319	250	145	250	250
54-20	MEMBERSHIPS	986	2,000	1,269	2,000	2,000
54-30	TRAINING	2,176	2,400	1,561	6,375	6,375
	SUB- TOTAL Operating Expenses	\$ 59,345	\$ 26,302	\$ 16,593	\$ 71,384	\$ 70,405
64-15	COMPUTER EQUIPMENT	-	-	-	-	-
	SUB- TOTAL Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -
	SUBTOTAL	\$ 748,827	\$ 713,629	\$ 676,501	\$ 790,542	\$ 789,364
91-30	TRANSFER/VEH. SRV. FUND	-	-	-	-	-
	DEPARTMENT TOTAL	\$ 748,827	\$ 713,629	\$ 676,501	\$ 790,542	\$ 789,364



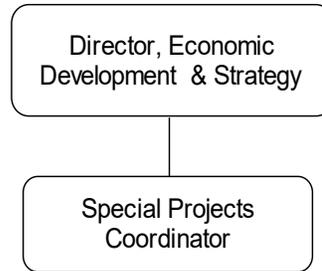
ORGANIZATIONAL CHART

DEPARTMENT: City Manager

FUND: 001

DIVISION: Economic Development

DEPT. NO.: 2419





DEPARTMENT: City Manager
DIVISION: Economic Development

FUND: 001
DEPT. NO.: 2419

DEPARTMENT MISSION STATEMENT: The Boynton Beach Department of Economic Development and Strategy aims to promote a healthy and vibrant community through locally-based, regionally-driven economic development.

DEPARTMENT CORE SERVICES:

- Strategic Planning
- Regional Business Development
- Local Business Development
- Neighborhood Economic Development

STRATEGIC PLAN INITIATIVES AND DEPARTMENT INITIATIVES ALIGNMENT:

City Initiative No. 1: Redevelop Downtown

Department Initiatives Alignment: All

1. Partner on downtown development.

Target Performance Metrics: All

- 90% participation in partnering opportunities.

City Initiative No. 2: Building Wealth in the Community

Department Initiatives Alignment: Strategic Planning

1. Develop and implement the Citywide Strategic Plan, focused on capacity building and economic prosperity and resiliency.

Target Performance Metrics: Strategic Planning

- 75% of City department strategic plans completed.
- 3 City departments begin performance management process.
- 3 City department dashboards functional.
- 75% of City departments linked to the Citywide Strategic Plan.
- Citywide Strategic Plan 100% complete.

Department Initiatives Alignment: Regional Business Development

1. Foster relationships with regional and local partners.
2. Coordinate and leverage regional/local economic development strategies.

Target Performance Metrics: Regional Business Development

- 90% participation in Business Development Board meetings/activities.
- 90% participation in Greater Boynton Beach Chamber of Commerce.



DEPARTMENT: City Manager
DIVISION: Economic Development

FUND: 001
DEPT. NO.: 2419

Department Initiatives Alignment: Local Business Development

1. Develop a Business Accelerator program.
2. Develop a toolbox of business support resources.

Target Performance Metrics: Local Business Development

- Business Accelerator program 50% complete.
- Update 100% of City business grant programs.
- Contact 90% of City businesses twice per year.

Department Initiatives Alignment: Neighborhood Economic Development

1. Coordinate with communities and community-based organizations in the development of Neighborhood Economic Development Plans.
2. Coordinate on the development of area redevelopment plans.

Target Performance Metrics:

- Initiate 50% of Activity Center Development Plans.

City Initiative No. 3: Boynton Beach Branding

Department Initiatives Alignment: All

1. Partner on branding development.

Target Performance Metrics:

- 90% participation in collaborating opportunities.

City Initiative No. 4: Transportation and Mobility

Department Initiatives Alignment: All

1. Partner on transportation and mobility development initiatives.

Target Performance Metrics:

- 90% participation in collaborating opportunities.



PERSONNEL ALLOCATION

DEPARTMENT: City Manager		FUND: 001					
DIVISION: Economic Development		DEPT. NO.: 2419					
Position Title	Position Number	Pay Grade	2017/18 Actual	2018/19 Actual	2019/20 Inc/(Dec)	2019/20 Requested	2019/20 Adopted
Full-Time Positions:							
Director, Economic Development & Strategy	23039	45	1.0	1.0	0.0	1.0	1.0
Special Projects Coordinator	01030	17	1.0	1.0	0.0	1.0	1.0
			2.0	2.0	0.0	2.0	2.0
Total Personnel:			2.0	2.0	0.0	2.0	2.0

Performance Measures	Actual			Estimate	Projected
	2015-16	2016-17	2017-18	2018-19	2018-20
Economic Development (001-2419)					
Unemployment Rate	5.00%	4.80%	4.00%	3.10%	2.90%
Private Investment assisted with Economic Development Incentives (ROI)	27,000	54,000	54,000	96,000	104,000
Population Growth	73,163	75,000	76,500	76,800	78,050
Number of New Jobs Created Directly through Economic Development efforts			5	-	6



DETAIL EXPENDITURES

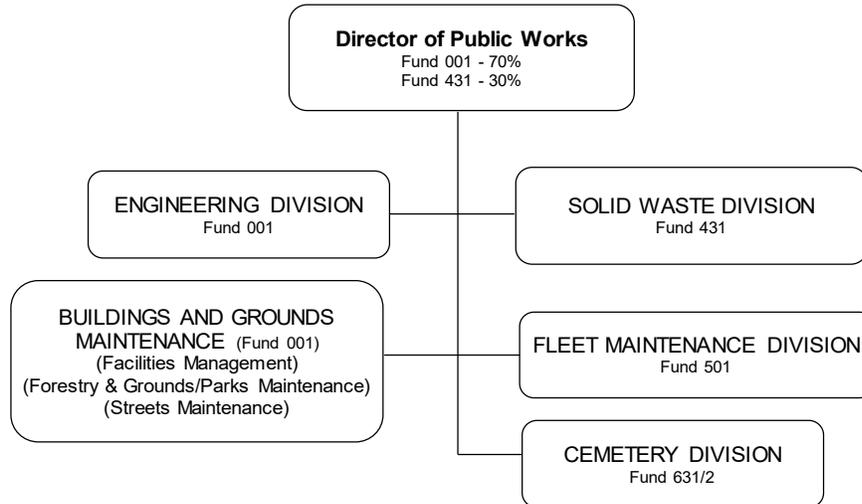
	ACCOUNT	2017/2018 Actual Expense	2018/2019 Amended Budget	2018/2019 Estimated Expenditures	2019/2020 Department Request	2019/2020 Adopted Budget
DIV 16 ECONOMIC DEVELOPMENT 001-2419-559						
	DEPARTMENT SUMMARY					
	Personnel Services	256,638	279,456	266,940	271,885	276,933
	Operating Expenses	57,153	184,019	135,860	193,417	188,417
	Capital Outlay	-	-	-	15,000	15,000
	Nonoperating Expenses	-	-	-	-	-
	TOTAL	\$ 313,791	\$ 463,475	\$ 402,800	\$ 480,302	\$ 480,350
	Estimated as % of Budget			86.9%		
12-10	REGULAR SALARIES/WAGES	180,705	186,706	180,000	180,706	186,127
14-10	OVERTIME	177	130	82	100	100
15-20	CAR ALLOWANCE	3,600	3,600	2,100	3,600	3,600
21-10	EMPLOYER FICA	14,075	13,925	11,000	13,575	14,021
22-10	GENERAL EMPLOYEES PENSION	40,795	55,847	55,847	56,016	56,016
23-10	LIFE INSURANCE	330	128	84	118	118
23-20	DISABILITY INSURANCE	656	1,221	778	721	742
23-30	HEALTH INSURANCE	13,610	15,065	15,000	16,015	15,294
23-32	CIGNA HSA	1,750	-	-	-	-
23-34	HSA	-	1,800	1,500	-	-
23-40	DENTAL INSURANCE	839	923	490	923	839
23-50	VISION INSURANCE	101	111	59	111	76
	SUB-TOTAL Personnel Services	\$ 256,638	\$ 279,456	\$ 266,940	\$ 271,885	\$ 276,933
40-10	MILEAGE REIMBURSEMENT	-	200	-	200	200
40-12	BUSINESS MEETINGS	1,264	5,510	5,004	5,400	5,400
41-12	POSTAGE	-	500	-	500	500
47-10	PRINTING & BINDING	220	1,915	250	2,000	2,000
48-01	COMM PROMOTION/MARKETING	1,042	3,000	-	3,000	3,000
48-05	ADVERTISING	-	2,000	-	3,500	3,500
49-10	WAREHOUSE SERVICE CHG	158	109	109	17	17
49-17	OTHER CONTRACTUAL SRVS	26,037	37,135	25,134	45,000	45,000
49-68	COMMERCIAL GRANT PROGRAM	22,750	104,000	96,000	104,000	104,000
49-69	RESIDENTIAL IMPRV PROGRAM	-	20,000	3,836	20,000	15,000
51-10	OFFICE SUPPLIES	-	350	-	500	500
52-01	SUPPLIES	-	500	267	500	500
52-85	FOOD SUPPLIES	67	500	60	500	500
54-10	BOOKS-PUBLICATIONS-VIDEOS	-	300	-	300	300
54-20	MEMBERSHIPS	5,615	5,500	5,200	6,000	6,000
54-30	TRAINING	-	2,500	-	2,000	2,000
	SUB- TOTAL Operating Expenses	\$ 57,153	\$ 184,019	\$ 135,860	\$ 193,417	\$ 188,417
64-14	COMPUTER SOFTWARE	-	-	-	15,000	15,000
	SUB- TOTAL Capital Outlay	\$ -	\$ -	\$ -	\$ 15,000	\$ 15,000
		-	-	-	-	-
	SUBTOTAL	\$ 313,791	\$ 463,475	\$ 402,800	\$ 480,302	\$ 480,350
91-06	TRANSFERS TO GRANTS	-	-	-	-	-
	DEPARTMENT TOTAL	\$ 313,791	\$ 463,475	\$ 402,800	\$ 480,302	\$ 480,350



ORGANIZATIONAL CHART

DEPARTMENT: Public Works
DIVISION: Administration

FUND: 001
DEPT. NO.: 2510





DEPARTMENT: Public Works
DIVISION: Administration

FUND: 001
DEPT. NO.: 2510

DEPARTMENT MISSION STATEMENT: To provide quality leadership, resources, and support to all divisions within the Public Works Department.

DEPARTMENT CORE SERVICES:

- Offering Administrative Support
- Evaluation of Staff
- Services and Management Structure
- Maintain Quality Leadership and Support
- Assist each Division to reach their goals and objectives

STRATEGIC PLAN INITIATIVES AND DEPARTMENT INITIATIVES ALIGNMENT:

City Initiative No. 2: Building Wealth in the Community

Department Initiative No. 1: Solid Waste Customer Service Enhancement

1. To implement the routeware Solid Waste routing and customer service program

Target Performance Metrics:

- Vehicle downtime is reduced
- Reduce customers complaints



PERSONNEL ALLOCATION

DEPARTMENT: Public Works		FUND: 001					
DIVISION: Administration		DEPT. NO.: 2510					
Position Title	Position Number	Pay Grade	2017/18 Actual	2018/19 Actual	2019/20 Inc/(Dec)	2019/20 Requested	2019/20 Adopted
Full-Time Positions:							
Director, Public Works and Engineering *	51019	45	0.7	0.7	0.0	0.7	0.7
Total Personnel:			0.7	0.7	0.0	0.7	0.7

* Position funded 70% in Public Works Admin and 30% in Solid Waste

Performance Measures	Actual			Estimate	Projected
	2015-16	2016-17	2017-18	2018-19	2019-20
Public Works Admin (001-2510)					
Number of Public Works Staff	89	90	93	94	99
Total Square Footage for Public Works	32,989	32,989	32,989	32,989	32,989
Number of Public Works Compound Capital Projects	-	-	-	6	7



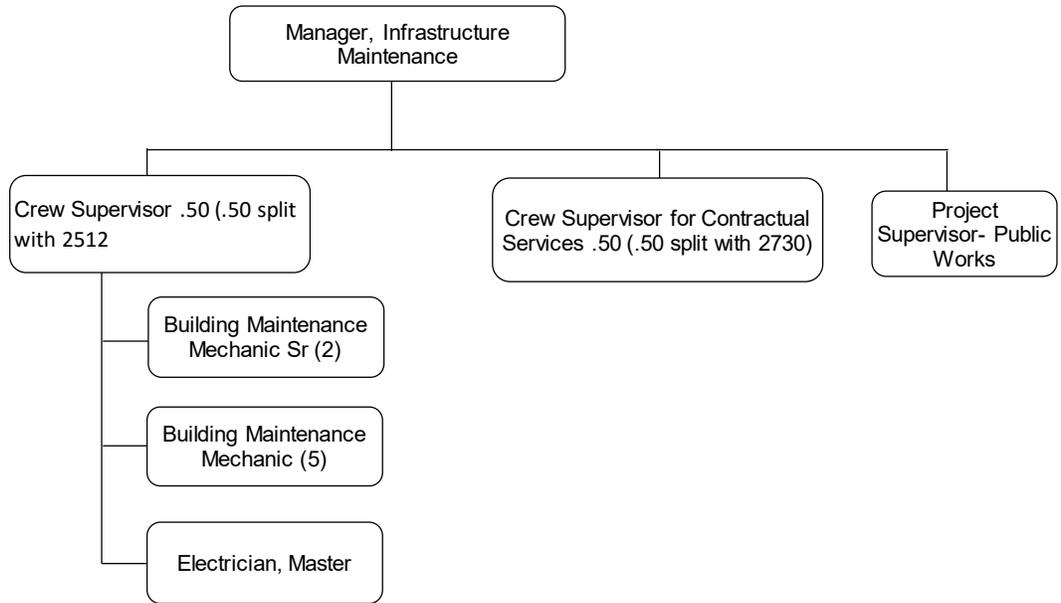
DETAIL EXPENDITURES

	ACCOUNT	2017/2018 Actual Expense	2018/2019 Amended Budget	2018/2019 Estimated Expenditures	2019/2020 Department Request	2019/2020 Adopted Budget
DIV 10 PUBLIC WORKS, ADMIN 001-2510-539						
	DEPARTMENT SUMMARY					
	Personnel Services	235,564	148,073	136,460	136,900	136,900
	Operating Expenses	9,639	9,802	8,231	10,626	10,349
	Capital Outlay	-	-	-	-	-
	Nonoperating Expenses	-	-	-	-	-
	TOTAL	\$ 245,203	\$ 157,875	\$ 144,691	\$ 147,526	\$ 147,249
	Estimated as % of Budget			91.6%		
12-10	REGULAR SALARIES/WAGES	184,944	98,952	95,000	92,650	92,650
15-12	CELL PHONE ALLOWANCE	118	365	206	353	353
15-20	CAR ALLOWANCE	3,080	3,360	1,960	3,360	3,360
21-10	EMPLOYER FICA	11,202	7,323	4,190	6,552	6,552
22-10	GENERAL EMPLOYEES PENSION	30,470	30,759	30,759	27,857	27,857
23-10	LIFE INSURANCE	60	69	42	69	69
23-20	DISABILITY INSURANCE	143	878	572	377	377
23-30	HEALTH INSURANCE	4,546	5,280	2,839	5,352	5,352
23-32	CIGNA HSA	700	-	-	-	-
23-34	HSA	-	725	700	-	-
23-40	DENTAL INSURANCE	269	323	171	294	294
23-50	VISION INSURANCE	32	39	21	36	36
	SUB-TOTAL Personnel Services	\$ 235,564	\$ 148,073	\$ 136,460	\$ 136,900	\$ 136,900
40-12	BUSINESS MEETINGS	-	35	2,500	2,500	2,500
41-15	CELLULAR PHONE/BEEPER	-	504	-	-	-
43-10	ELECTRIC SERVICE	3,057	3,700	2,065	3,300	3,300
43-20	WATER/SEWER SERVICE	938	950	539	900	900
44-31	COPY MACHINE RENTAL	1,261	1,100	916	-	-
46-30	VEHICLE MAINT. - GARAGE	1,395	27	-	-	-
49-09	SELF INSURANCE CHGS (W/C)	2,378	2,395	1,597	2,889	2,612
49-10	WAREHOUSE SERVICE CHG	96	66	44	62	62
51-10	OFFICE SUPPLIES	318	450	391	400	400
54-20	MEMBERSHIPS	196	575	179	575	575
	SUB- TOTAL Operating Expenses	\$ 9,639	\$ 9,802	\$ 8,231	\$ 10,626	\$ 10,349
64-14	COMPUTER SOFTWARE	-	-	-	-	-
	SUB- TOTAL Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -
	SUBTOTAL	\$ 245,203	\$ 157,875	\$ 144,691	\$ 147,526	\$ 147,249
91-30	TRANSFER/VEH. SRV. FUND	-	-	-	-	-
	DEPARTMENT TOTAL	\$ 245,203	\$ 157,875	\$ 144,691	\$ 147,526	\$ 147,249



ORGANIZATIONAL CHART

DEPARTMENT: Public Works	FUND: 001
DIVISION: Facilities Management	DEPT. NO.: 2511





DEPARTMENT: Public Works
DIVISION: Facilities Management

FUND: 001
DEPT. NO.: 2511

DEPARTMENT MISSION STATEMENT: To maintain functional facilities for the City’s employees, residents, and visitors.

DEPARTMENT CORE SERVICES:

- Provide facilities maintenance services

STRATEGIC PLAN INITIATIVES AND DEPARTMENT INITIATIVES ALIGNMENT:

City Initiative No. 1: Redevelop Downtown

Department Initiatives Alignment:

Try and salvage items from existing building within the town center and reuse material for other city buildings to both be “green” and good stewards of the tax payers dollars.

City Initiative No. 2: Building Wealth in the Community

Department Initiatives Alignment:

1. Continue maintenance of the Capital Maintenance inventory matrix for the City facilities.
2. Continued review of Capital Maintenance inventory matrix for opportunities to improve energy usage/consumption and to research facility upgrades/replacement that will make them “green”.
3. Work with Human Resources to reduce potential hazards throughout City to the public and employees.
4. Work on finding and working with local vendors for various projects throughout the City.

Target Performance Metrics:

- Maintain a baseline of data for maintenance and replacement planning.
- Measure performance thru evaluation processes.



PERSONNEL ALLOCATION

DEPARTMENT: Public Works					FUND:	001	
DIVISION: Facilities Management					DEPT. NO.:	2511	
Position Title	Position Number	Pay Grade	2017/18 Actual	2018/19 Actual	2019/20 Inc/(Dec)	2019/20 Requested	2019/20 Adopted
Full-Time Positions:							
Manager, Infrastructure Maintenance	52049	29	1.0	1.0	0.0	1.0	1.0
Project Manager, Senior	70049	29	1.0	0.0	0.0	0.0	0.0
Crew Supervisor	82250	17	1.0	1.0	0.0	1.0	1.0
Project Supervisor, Public Works	52039	23	1.0	1.0	0.0	1.0	1.0
Electrician, Master	81230	18	1.0	1.0	0.0	1.0	1.0
Building Maintenance Mechanic, Sr	81211	12	2.0	2.0	0.0	2.0	2.0
Building Maintenance Mechanic	81201	9	5.0	5.0	0.0	5.0	5.0
Total Personnel:			12.0	11.0	0.0	11.0	11.0

Performance Measures	Actual			Estimate	Projected
	2015-16	2016-17	2017-18	2018-19	2019-20
Facilities Management (001-2511)					
Number of Facilities Maintained	55	55	55	55	55
Total Square Footage of Facilities Maintained	378,682	378,682	378,682	378,682	378,682
Number of Work Order processed	2,475	2,579	2,682	2,789	2,436
Custodial Service: Contractual Services	\$284,630	\$310,000	\$310,000	\$0	\$212,727



DETAIL EXPENDITURES

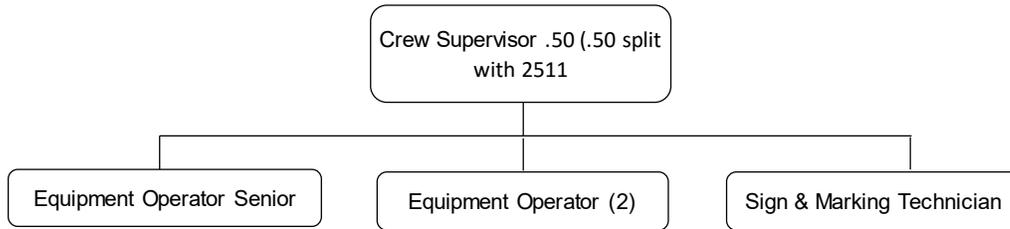
	ACCOUNT	2017/2018 Actual Expense	2018/2019 Amended Budget	2018/2019 Estimated Expenditures	2019/2020 Department Request	2019/2020 Adopted Budget
DIV 11 FACILITIES MGMT 001-2511-519						
	DEPARTMENT SUMMARY					
	Personnel Services	771,284	825,001	767,475	1,096,805	839,359
	Operating Expenses	1,050,184	974,091	871,450	1,163,440	1,275,323
	Capital Outlay	30,969	19,200	12,661	18,700	18,700
	Nonoperating Expenses	30,484	30,706	30,706	34,501	34,501
	TOTAL	\$ 1,882,921	\$ 1,848,998	\$ 1,682,292	\$ 2,313,446	\$ 2,167,883
	Estimated as % of Budget			91.0%		
12-10	REGULAR SALARIES/WAGES	495,351	489,117	475,000	539,019	537,965
12-20	HOLIDAY PAY	89	-	-	-	-
14-10	OVERTIME	13,603	14,000	3,118	14,000	7,000
15-13	SHOE ALLOWANCE	1,033	1,480	885	1,480	1,480
19-99	NEW PERSONNEL/RECLASS	-	-	-	249,392	-
21-10	EMPLOYER FICA	38,201	42,891	22,195	41,461	41,461
22-10	GENERAL EMPLOYEES PENSION	147,127	180,680	180,680	159,654	159,654
23-10	LIFE INSURANCE	597	381	243	381	381
23-20	DISABILITY INSURANCE	1,555	3,171	2,030	2,119	2,119
23-30	HEALTH INSURANCE	63,051	81,160	75,000	84,119	84,119
23-32	CIGNA HSA	6,250	-	-	-	-
23-34	HSA	-	6,175	5,875	-	-
23-40	DENTAL INSURANCE	3,952	5,308	2,186	4,616	4,616
23-50	VISION INSURANCE	475	638	263	564	564
	SUB-TOTAL Personnel Services	\$ 771,284	\$ 825,001	\$ 767,475	\$ 1,096,805	\$ 839,359
34-10	JANITORIAL SERVICES	261,878	217,573	215,000	325,000	300,000
41-15	CELLULAR PHONE/BEEPER	6,204	7,320	5,800	7,320	7,320
43-10	ELECTRIC SERVICE	2,384	3,300	1,776	3,000	3,000
43-20	WATER/SEWER SERVICE	3,330	3,400	1,867	3,400	3,400
44-30	EQUIPMENT RENTAL	677	4,000	565	4,000	4,000
44-31	COPY MACHINE RENTAL	710	2,100	1,283	1,800	1,800
46-10	BUILDING REPAIRS	46,719	64,400	50,000	115,000	70,000
46-20	EQUIPMENT MAINTENANCE	-	75	-	-	-
46-25	MECHANICAL REPAIRS	215,466	169,425	150,000	193,000	180,000
46-30	VEHICLE MAINT. - GARAGE	29,493	36,734	36,000	26,882	26,882
49-09	SELF INSURANCE CHGS (W/C)	43,742	44,161	44,161	53,537	48,420
49-10	WAREHOUSE SERVICE CHG	5,368	5,006	5,006	5,251	5,251
49-17	OTHER CONTRACTUAL SRVS	141,463	220,590	200,000	206,200	456,200
49-41	LICENSES, FEES & PERMITS	796	1,000	450	500	500
51-10	OFFICE SUPPLIES	595	721	481	500	500
52-20	OPR EQUIPMENT <\$750	449	500	24	500	500
52-22	UNIFORMS	2,488	3,632	3,418	2,750	2,750
52-23	SAFETY CLOTHING/EQUIP.	1,622	2,924	1,336	2,000	2,000
52-24	BLDG SUPPLIES/MATERIALS	276,694	175,400	150,000	200,000	150,000
52-25	JANITOR SUPPLIES	3,324	3,000	1,352	5,000	5,000
52-27	HARDWARE/TOOLS	6,484	6,557	1,631	4,500	4,500
54-20	MEMBERSHIPS	-	300	300	300	300
54-30	TRAINING	298	1,960	1,000	3,000	3,000
	SUB- TOTAL Operating Expenses	\$ 1,050,184	\$ 974,091	\$ 871,450	\$ 1,163,440	\$ 1,275,323
64-14	GENERAL EQUIPMENT	3,400	4,600	1,008	3,100	3,100
64-15	COMPUTER EQUIPMENT	-	2,600	1,659	3,600	3,600
64-21	MAINTENANCE EQUIPMENT	27,569	12,000	9,994	12,000	12,000
	SUB- TOTAL Capital Outlay	\$ 30,969	\$ 19,200	\$ 12,661	\$ 18,700	\$ 18,700
	SUBTOTAL	\$ 1,852,437	\$ 1,818,292	\$ 1,651,586	\$ 2,278,945	\$ 2,133,382
91-30	TRANSFER/VEH. SRV. FUND	30,484	30,706	30,706	34,501	34,501
	DEPARTMENT TOTAL	\$ 1,882,921	\$ 1,848,998	\$ 1,682,292	\$ 2,313,446	\$ 2,167,883



ORGANIZATIONAL CHART

DEPARTMENT: Public Works
DIVISION: Streets Maintenance

FUND: 001
DEPT. NO.: 2512





DEPARTMENT: Public Works
DIVISION: Street Maintenance

FUND: 001
DEPT. NO.: 2512

DEPARTMENT MISSION STATEMENT: To provide the citizens, business owners, and general public with well-maintained streets, sidewalks, and street lights.

DEPARTMENT CORE SERVICES:

- Maintain Streets
- Maintain Sidewalks
- Maintain Street Lights

STRATEGIC PLAN INITIATIVES AND DEPARTMENT INITIATIVES ALIGNMENT:

City Initiative No. 4: Transportation and Mobility

Department Initiatives Alignment:

1. Ensure that streets and city right-of-ways are adequately lit at intersections.
2. Ensure that streets are safe for the traveling public.
3. Work with Risk to reduce potential hazards in City owned parking lots and on City owned sidewalks.
4. Continue five-year street sign replacement program in compliance with new federal reflectivity standards.

Target Performance Metrics:

- To have minimal street light outages at any given time.
- Replace 50% of substandard stop signs this fiscal year.
- Become more efficient with work load.



PERSONNEL ALLOCATION

DEPARTMENT: Public Works			FUND: 001				
DIVISION: Streets Maintenance			DEPT. NO.: 2512				
Position Title	Position Number	Pay Grade	2017/18 Actual	2018/19 Actual	2019/20 Inc/(Dec)	2019/20 Requested	2019/20 Adopted
Full-Time Positions:							
Crew Supervisor	82250	17	1.0	1.0	0.0	1.0	1.0
Equipment Operator, Senior	81251	10	1.0	1.0	0.0	1.0	1.0
Equipment Operator	81241	8	2.0	2.0	-1.0	1.0	1.0
Sign & Marking Technician	81341	8	1.0	1.0	0.0	1.0	1.0
Total Personnel:			<u>5.0</u>	<u>5.0</u>	<u>-1.0</u>	<u>4.0</u>	<u>4.0</u>

Performance Measures	Actual			Estimate	Projected
	2015-16	2016-17	2017-18	2018-19	2019-20
Street Maintenance (001-2512)					
Asphalt Repairs (Tons)	44	44	50	52	229
Concrete Repairs - Includes Sidewalks (Tons)	150	150	150	155	112
Sign Installation/Making/Repairs (Number)	2,150	3,400	3,500	3,600	1,056
Street Sweeping (Miles)	6,500	12,792	15,000	16,000	6,136



DETAIL EXPENDITURES

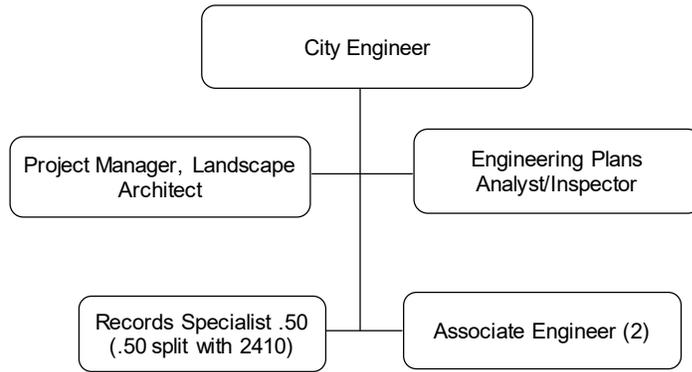
	ACCOUNT	2017/2018 Actual Expense	2018/2019 Amended Budget	2018/2019 Estimated Expenditures	2019/2020 Department Request	2019/2020 Adopted Budget
DIV 12 STREETS MAINTENANCE 001-2512-541						
	DEPARTMENT SUMMARY					
	Personnel Services	278,015	285,203	264,168	274,800	274,800
	Operating Expenses	780,658	821,435	763,093	924,386	926,901
	Capital Outlay	6,507	15,000	4,233	15,000	15,000
	Nonoperating Expenses	71,920	78,686	78,686	33,731	33,731
	TOTAL	\$ 1,137,100	\$ 1,200,324	\$ 1,110,180	\$ 1,247,917	\$ 1,250,432
	Estimated as % of Budget			92.5%		
12-10	REGULAR SALARIES/WAGES	126,594	164,228	160,000	174,959	174,959
14-10	OVERTIME	10,887	11,700	6,793	6,000	6,000
15-13	SHOE ALLOWANCE	402	592	295	592	592
21-10	EMPLOYER FICA	9,780	13,300	7,729	13,619	13,619
22-10	GENERAL EMPLOYEES PENSION	60,978	55,606	55,606	46,411	46,411
23-10	LIFE INSURANCE	159	88	25	50	50
23-20	DISABILITY INSURANCE	370	1,030	648	696	696
23-30	HEALTH INSURANCE	65,819	33,783	30,000	30,589	30,589
23-32	CIGNA HSA	1,750	-	-	-	-
23-34	HSA	-	2,550	2,250	-	-
23-40	DENTAL INSURANCE	1,014	2,077	734	1,679	1,679
23-50	VISION INSURANCE	122	249	88	205	205
	SUB-TOTAL Personnel Services	\$ 278,015	\$ 285,203	\$ 264,168	\$ 274,800	\$ 274,800
41-15	CELLULAR PHONE/BEEPER	1,979	2,400	883	2,400	2,400
43-10	ELECTRIC SERVICE	1,192	1,700	888	1,500	1,500
43-11	STREET LIGHTING	633,107	640,000	625,000	690,000	690,000
43-40	FUEL/PROPANE	-	50	-	50	-
44-11	FEC RAILROAD LEASE	29,232	63,125	32,021	74,625	74,625
44-30	EQUIPMENT RENTAL	7,280	50	-	50	-
44-31	COPY MACHINE RENTAL	500	700	423	700	700
46-20	EQUIPMENT MAINTENANCE	-	50	-	50	-
46-30	VEHICLE MAINT. - GARAGE	47,497	39,940	39,000	30,163	44,703
49-09	SELF INSURANCE CHGS (W/C)	16,145	16,260	16,000	19,614	17,739
49-10	WAREHOUSE SERVICE CHG.	4,106	4,710	3,140	4,934	4,934
49-17	OTHER CONTRACTUAL SRVS	3,400	2,000	2,000	25,000	25,000
51-10	OFFICE SUPPLIES	293	550	170	300	300
52-20	OPR. EQUIPMENT <\$750.	363	500	-	500	500
52-22	UNIFORMS	868	1,000	429	1,000	1,000
52-23	SAFETY CLOTHING/EQUIP.	460	500	131	500	500
52-27	HARDWARE/TOOLS	(3)	200	8	1,500	1,500
52-75	EQUIP. PARTS/SUPPLIES	752	475	500	1,500	1,500
53-10	ST. REPAIR & MAINT. SUPPL	21,282	27,000	25,000	40,000	30,000
53-11	TRAFFIC/STREET SIGNS	12,205	19,850	17,500	29,500	29,500
54-30	TRAINING	-	375	-	500	500
	SUB- TOTAL Operating Expenses	\$ 780,658	\$ 821,435	\$ 763,093	\$ 924,386	\$ 926,901
63-06	SIGNS	1,507	-	-	-	-
64-02	GENERAL EQUIPMENT	5,000	15,000	4,233	15,000	15,000
	SUB- TOTAL Capital Outlay	\$ 6,507	\$ 15,000	\$ 4,233	\$ 15,000	\$ 15,000
	SUBTOTAL	\$ 1,065,180	\$ 1,121,638	\$ 1,031,494	\$ 1,214,186	\$ 1,216,701
91-30	TRANSFER/VEH. SRV. FUND	71,920	78,686	78,686	33,731	33,731
	DEPARTMENT TOTAL	\$ 1,137,100	\$ 1,200,324	\$ 1,110,180	\$ 1,247,917	\$ 1,250,432



ORGANIZATIONAL CHART

DEPARTMENT: Public Works
DIVISION: Engineering

FUND: 001
DEPT. NO.: 2413





DEPARTMENT: Public Works
DIVISION: Engineering

FUND: 001
DEPT. NO.: 2413

DEPARTMENT MISSION STATEMENT: The mission of the Engineering Division is to be a source of information and assistance as well as provide efficient, centralized, and cost effective municipal engineering and technical services to citizens and businesses, as well as other divisions and departments of the City of Boynton Beach.

DEPARTMENT CORE SERVICES:

- Provide Information
- Provide Recommendations
- Provide Services to Construct, Preserve and Improve the City’s Infrastructure

STRATEGIC PLAN INITIATIVES AND DEPARTMENT INITIATIVES ALIGNMENT:

City Initiative No. 2: Building Wealth in the Community

Department Initiative No. 1: Create flow chart and publish on engineering website

1. Provide flow chart showing process and indication where client is in the process

Target Performance Metrics:

- Reduce number of inquiry calls by 25%

City Initiative No. 4: Transportation and Mobility

Department Initiatives Alignment:

1. Update the design standard and specifications library.
2. Review online access to Engineering Division standards and handbook to provide efficient downloading of forms and standards.
3. Coordinate with Engineering and Utilities for suggestions on design standards and specifications.
4. Digitize as-builts and plats and implement an imaging process to mirror the Building Division and Utility Department process.
5. Update the engineering division webpage to provide detailed information on how the permitting and approval process works.
6. On-board records specialist to update filing.

Target Performance Metrics:

- Creation of revised and new standards and specifications to meet the changing needs of the development community.
- Elimination of the need to provide printed copies of the handbook to engineers.
- Analyst responses to determine if details need to be revised.
- Reduction in number of inquiries from design professionals regarding process and submittal requirements.



PERSONNEL ALLOCATION

DEPARTMENT: Public Works		FUND: 001					
DIVISION: Engineering		DEPT. NO.: 2413					
Position Title	Position Number	Pay Grade	2017/18 Actual	2018/19 Actual	2019/20 Inc/(Dec)	2019/20 Requested	2019/20 Adopted
Full-Time Positions:							
City Engineer	70169	34	1.0	1.0	0.0	1.0	1.0
Manager, Forestry & Grounds	62119	26	1.0	0.0	0.0	0.0	0.0
Project Manager, Landscape Architect	70189	26	0.0	1.0	0.0	1.0	1.0
Engineering Plans Analyst/Inspector	70262	18	1.0	1.0	0.0	1.0	1.0
CADD Technician/Design Supervisor	70059	15	1.0	0.0	0.0	0.0	0.0
Associate Engineer	70219	24	1.0	2.0	0.0	2.0	2.0
Records Specialist **	21020	10	0.4	0.4	0.0	0.4	0.4
Total Personnel:			5.4	5.4	0.0	5.4	5.4

** 50% Funded in Development

Performance Measures	Actual			Estimate	Projected
	2015-16	2016-17	2017-18	2018-19	2019-20
Engineering					
Number of applications requiring Engineer Review	182	320	329	350	350
Average number of hours required to review permit	3	3	3	3	6
Sidewalk Replacement (Sq. Ft.)	10,000	10,000	24,350	50,000	50,000
Street Resurfacing (miles)	-	-	-	0.8	1.4



DETAIL EXPENDITURES

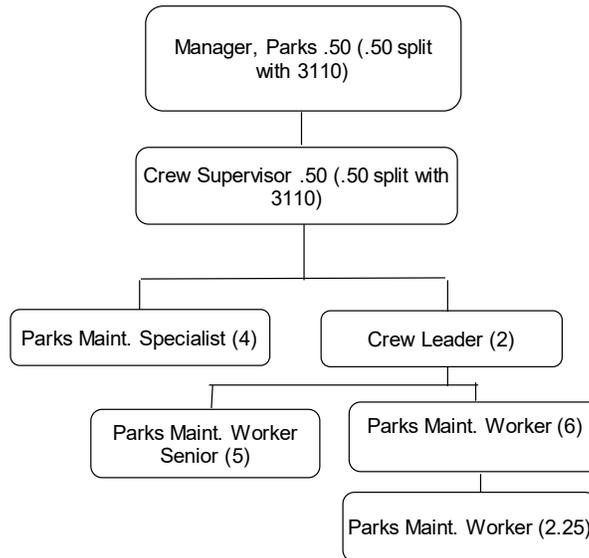
	ACCOUNT DESCRIPTION	2017/2018 Actual Expense	2018/2019 Amended Budget	2018/2019 Estimated Expenditures	2019/2020 Department Request	2019/2020 Adopted Budget
DIV 13 ENGINEERING 001-2413-524						
	DEPARTMENT SUMMARY					
	Personnel Services	549,182	569,867	517,795	568,683	568,683
	Operating Expenses	61,790	78,183	32,404	107,427	179,979
	Capital Outlay	-	6,650	6,138	1,500	1,500
	Nonoperating Expenses	4,210	4,697	4,697	4,918	4,918
	TOTAL	\$ 615,182	\$ 659,397	\$ 561,034	\$ 682,528	\$ 755,080
	Estimated as % of Budget			85.1%		
12-10	REGULAR SALARIES/WAGES	368,355	373,502	350,000	368,478	368,478
14-10	OVERTIME	-	300	-	300	300
15-12	CELL PHONE ALLOWANCE	1,085	1,890	1,074	1,800	1,800
15-13	SHOE ALLOWANCE	-	296	148	740	740
15-20	CAR ALLOWANCE	5,830	10,400	6,660	12,000	12,000
21-10	EMPLOYER FICA	27,215	30,923	16,577	29,301	29,301
22-10	GENERAL EMPLOYEES PENSION	108,086	102,307	102,307	110,039	110,039
23-10	LIFE INSURANCE	673	690	156	690	690
23-20	DISABILITY INSURANCE	1,724	2,027	1,343	1,498	1,498
23-30	HEALTH INSURANCE	30,223	40,565	35,000	41,294	41,294
23-32	CIGNA HSA	3,900	-	-	-	-
23-34	HSA	-	4,175	3,363	-	-
23-40	DENTAL INSURANCE	1,867	2,493	1,042	2,267	2,267
23-50	VISION INSURANCE	224	299	125	276	276
	SUB-TOTAL Personnel Services	\$ 549,182	\$ 569,867	\$ 517,795	\$ 568,683	\$ 568,683
31-90	OTHER PROFESSIONAL SRVS	25,077	38,798	7,469	40,000	40,000
40-10	MILEAGE REIMBURSEMENT	13	20	-	20	20
41-15	CELLULAR PHONE/BEEPER	-	-	-	-	-
44-31	COPY MACHINE RENTAL	1,200	-	-	-	-
46-30	VEHICLE MAINT. - GARAGE	10,853	13,175	1,022	9,192	9,192
46-91	SOFTWARE MAINTENANCE	965	970	207	4,500	4,500
47-20	REPRODUCTION SERVICES	-	-	-	-	-
49-09	SELF INSURANCE CHGS (W/C)	21,081	21,231	21,231	25,610	23,162
49-10	WAREHOUSE SERVICE CHG.	77	136	136	179	179
49-17	OTHER CONTRACTUAL SRVS	45	200	500	20,500	95,500
51-10	OFFICE SUPPLIES	474	500	226	450	450
52-20	OPR EQUIPMENT <\$750.	184	250	250	250	250
52-22	UNIFORMS	299	662	661	1,250	1,250
52-23	SAFETY CLOTHING/EQUIP.	72	100	152	100	100
54-10	BOOKS AND PUBLICATIONS	62	-	50	500	500
54-20	MEMBERSHIPS	505	641	50	1,376	1,376
54-30	TRAINING	883	1,500	450	3,500	3,500
	SUB- TOTAL Operating Expenses	\$ 61,790	\$ 78,183	\$ 32,404	\$ 107,427	\$ 179,979
64-02	GENERAL EQUIPMENT	-	-	-	1,000	1,000
64-14	COMPUTER SOFTWARE	-	5,000	4,990	-	-
64-15	COMPUTER EQUIPMENT	-	1,150	1,148	-	-
64-16	FURNITURE & FIXTURES	-	500	-	500	500
	SUB- TOTAL Capital Outlay	\$ -	\$ 6,650	\$ 6,138	\$ 1,500	\$ 1,500
	SUBTOTAL	\$ 610,972	\$ 654,700	\$ 556,337	\$ 677,610	\$ 750,162
91-30	TRANSFER/VEH. SRV. FUND	4,210	4,697	4,697	4,918	4,918
	DEPARTMENT TOTAL	\$ 615,182	\$ 659,397	\$ 561,034	\$ 682,528	\$ 755,080



ORGANIZATIONAL CHART

DEPARTMENT: Public Works
DIVISION: Parks & Grounds

FUND: 001
DEPT. NO.: 2730





DEPARTMENT: Public Works
DIVISION: Parks & Grounds

FUND: 001
DEPT. NO.: 2730

DEPARTMENT MISSION STATEMENT: Enhancing our physical environment through the conservation and preservation of natural resources, sound management of City owned green spaces, and participation in the promotion of landscape beautification throughout the community.

DEPARTMENT CORE SERVICES:

- Provide quality service maintaining public right-of-ways
- Provide quality service maintaining City properties
- Provide quality service maintaining Parks

STRATEGIC PLAN INITIATIVES AND DEPARTMENT INITIATIVES ALIGNMENT:

City Initiative No. 2: Building Wealth in the Community

Department Initiatives Alignment:

2. Continue to follow the accredited maintenance plan.
2. Continue to cross train all parks and recreation staff on athletic maintenance and cemetery operations.

Target Performance Metrics:

- Continue to strive for accreditation in maintenance and achievement motivation with staff.
- Share best practices with staff for athletic maintenance and cemetery operations.



PERSONNEL ALLOCATION

DEPARTMENT: Public Works			FUND: 001				
DIVISION: Parks & Grounds			DEPT. NO.: 2730				
Position Title	Position Number	Pay Grade	2017/18 Actual	2018/19 Actual	2019/20 Inc/(Dec)	2019/20 Requested	2019/20 Adopted
Full-Time Positions:							
Manager, Parks	62059	26	0.5	0.5	0.5	1.0	1.0
Crew Supervisor**	82250	17	0.5	0.5	0.5	1.0	1.0
Arborist	81370	14	1.0	1.0	0.0	0.0	0.0
Parks Maintenance Specialist	81351	10	3.0	3.0	0.0	4.0	4.0
Crew Leader	82231	8	2.0	2.0	0.0	2.0	2.0
Parks Maintenance Worker, Senior	82311	7	5.0	5.0	0.0	4.0	4.0
Parks Maintenance Worker	82301	6	6.0	6.0	0.0	7.0	7.0
			18.0	18.0	1.0	19.0	19.0
Part-Time Positions:							
Parks Maint. Wkr - (.50 FTE***)	82307	6	2.25	2.25	0	2.25	2.25
Total Personnel:			20.25	20.25	1.00	21.25	21.25

** .50 for Contractual Services and a .50 for Maintenance Staff; other positions dispersed amongst Facilities Management, Streets Maintenance, and the Cemetery.

NOTE: Cemetery personnel listed separately to reflect the funding.

Performance Measures	Actual			Estimate	Projected
	2015-16	2016-17	2017-18	2018-19	2019-20
Parks & Grounds					
Acres of maintained landscaping	145	145	145	145	145
Contractual Landscaping for City Lots & Medians/R.O.W.s	\$1,000,000	\$1,000,000	\$1,000,000	\$1,100,000	\$1,375,000



DETAIL EXPENDITURES

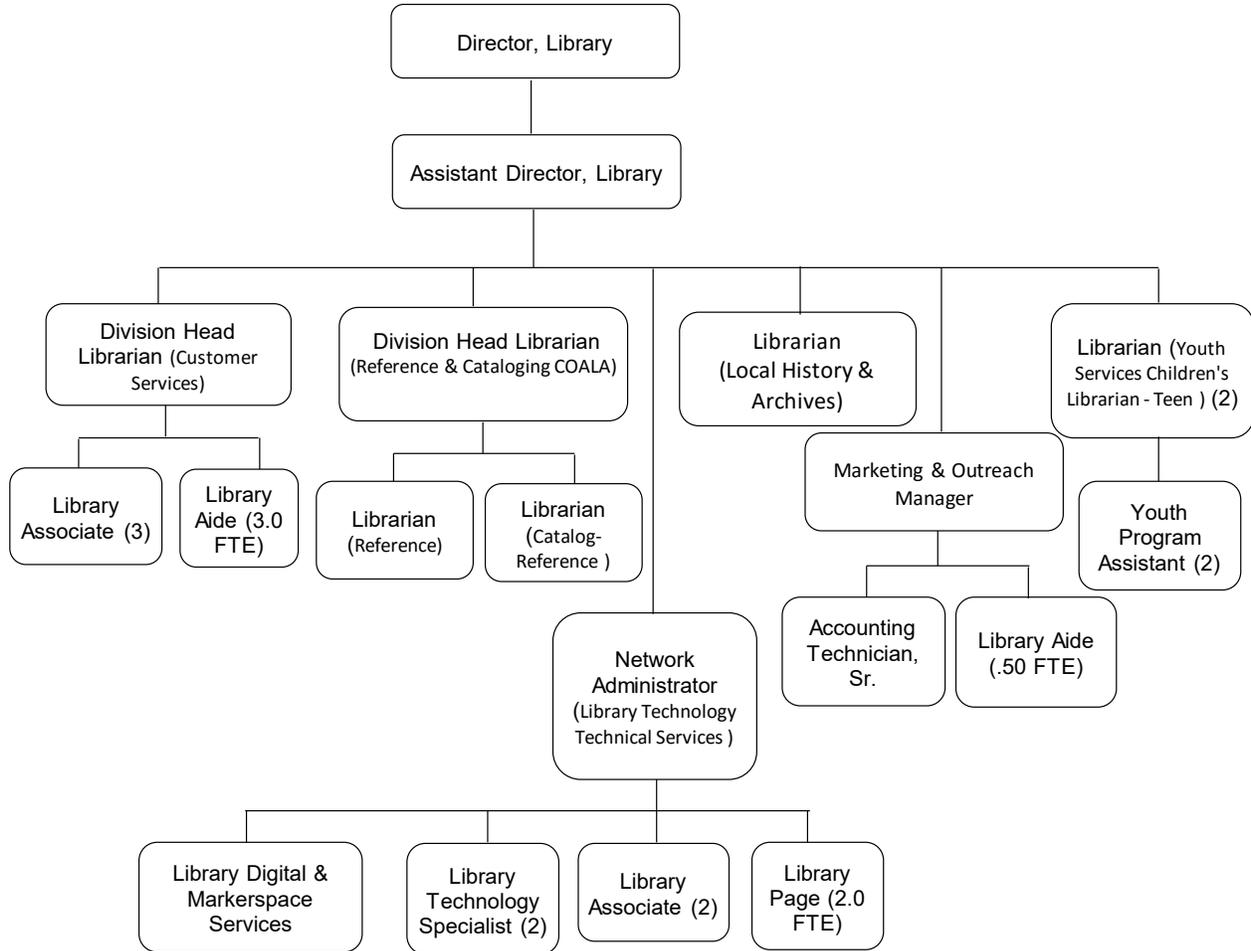
	ACCOUNT	2017/2018 Actual Expense	2018/2019 Amended Budget	2018/2019 Estimated Expenditures	2019/2020 Department Request	2019/2020 Adopted Budget
DIV 30 PARKS & GROUNDS 001-2730-572						
DEPARTMENT SUMMARY						
	Personnel Services	1,039,484	990,605	940,826	1,103,409	1,098,409
	Operating Expenses	1,749,845	2,067,843	1,845,591	2,137,097	2,091,378
	Capital Outlay	6,528	1,884	1,883	83,500	18,500
	Nonoperating Expenses	72,464	73,487	73,487	73,118	73,118
	TOTAL	\$ 2,868,321	\$ 3,133,819	\$ 2,861,787	\$ 3,397,124	\$ 3,281,405
	Estimated as % of Budget			91.3%		
12-10	REGULAR SALARIES/WAGES	590,634	619,838	610,000	732,026	732,026
12-20	HOLIDAY PAY	89	235	-	235	235
14-10	OVERTIME	13,399	15,000	5,761	15,000	10,000
15-13	SHOE ALLOWANCE	1,623	2,664	1,918	2,812	2,812
21-10	EMPLOYER FICA	44,029	49,829	28,649	49,829	49,829
22-10	GENERAL EMPLOYEES PENSION	178,744	169,117	169,117	159,885	159,885
23-10	LIFE INSURANCE	1,050	431	155	331	331
23-20	DISABILITY INSURANCE	2,867	2,638	797	2,638	2,638
23-30	HEALTH INSURANCE	192,461	111,897	110,000	132,122	132,122
23-32	CIGNA HSA	8,125	-	-	-	-
23-34	HSA	-	10,425	10,375	-	-
23-40	DENTAL INSURANCE	5,770	7,616	3,619	7,616	7,616
23-50	VISION INSURANCE	693	915	435	915	915
	SUB-TOTAL Personnel Services	\$ 1,039,484	\$ 990,605	\$ 940,826	\$ 1,103,409	\$ 1,098,409
40-12	BUSINESS MEETINGS	-	1,000	-	1,000	-
41-15	CELLULAR PHONE/BEEPER	6,656	8,400	5,770	8,400	8,400
43-10	ELECTRIC SERVICE	58,897	56,000	36,074	36,000	36,000
43-20	WATER/SEWER SERVICE	394,823	393,000	350,000	275,000	275,000
44-30	EQUIPMENT RENTAL	-	50	-	50	50
44-31	COPY MACHINE RENTAL	750	900	242	900	900
46-20	EQUIPMENT MAINTENANCE	-	4,000	4,000	4,000	4,000
46-30	VEHICLE MAINT. - GARAGE	97,295	89,464	91,817	77,011	77,011
46-45	IRRIGATION MAINT/SUPPLIES	16,258	20,000	11,610	20,000	20,000
46-98	GROUNDS MAINTENANCE	979,703	1,215,000	1,100,000	1,423,000	1,375,000
49-09	SELF INSURANCE CHGS (W/C)	59,167	61,035	61,000	70,295	63,576
49-10	WAREHOUSE SERVICE CHG	8,906	5,749	3,833	4,762	4,762
49-17	OTHER CONTRACTUAL SRVS	79,823	151,916	140,000	153,500	163,500
51-10	OFFICE SUPPLIES	500	1,050	369	800	800
52-01	SUPPLIES	39	2,000	41	1,300	1,300
52-20	OPR EQUIPMENT <\$750	807	1,500	105	1,500	1,500
52-21	CHEMICALS	1,616	2,500	526	2,500	2,500
52-22	UNIFORMS	4,331	4,150	3,070	5,500	5,500
52-23	SAFETY CLOTHING/EQUIP	1,101	2,000	494	2,000	2,000
52-26	GARDENING SUPPLIES	29,091	42,150	35,000	42,000	42,000
52-27	HARDWARE/TOOLS	148	400	7	400	400
52-75	EQUIP. PARTS/SUPPLIES	9,065	4,800	1,633	5,000	5,000
54-10	BOOKS-PUBLICATIONS-VIDEOS	101	-	-	100	100
54-20	MEMBERSHIPS	210	320	-	320	320
54-30	TRAINING	558	459	-	1,759	1,759
	SUB- TOTAL Operating Expenses	\$ 1,749,845	\$ 2,067,843	\$ 1,845,591	\$ 2,137,097	\$ 2,091,378
63-05	PARKS IMPROVEMENTS	-	-	-	3,500	3,500
64-02	GENERAL EQUIPMENT	6,528	1,884	1,883	80,000	15,000
	SUB- TOTAL Capital Outlay	\$ 6,528	\$ 1,884	\$ 1,883	\$ 83,500	\$ 18,500
	SUBTOTAL	\$ 2,795,857	\$ 3,060,332	\$ 2,788,300	\$ 3,324,006	\$ 3,208,287
91-30	TRANSFER TO VEH SRV FUND	72,464	73,487	73,487	73,118	73,118
	DEPARTMENT TOTAL	\$ 2,868,321	\$ 3,133,819	\$ 2,861,787	\$ 3,397,124	\$ 3,281,405



ORGANIZATIONAL CHART

DEPARTMENT: Library
DIVISION:

FUND: 001
DEPT. NO.: 2610





DEPARTMENT: Library
DIVISION:

FUND: 001
DEPT. NO.: 2610

DEPARTMENT MISSION STATEMENT: The Boynton Beach City Library enriches lives by inspiring learning and nurturing creativity.

DEPARTMENT CORE SERVICES:

- Digital Literacy & Technology Access
- Literacy Resources For Adults, Teens & Youth
- Community Outreach
- Information & Research
- Local History & Archives
- Nurture Creativity & Learning

STRATEGIC PLAN INITIATIVES AND DEPARTMENT INITIATIVES ALIGNMENT:

City Initiative No. 2: Building Wealth in the Community

Department Initiatives No. 1: Digital Literacy & Technology Access

1. Provide individual learning opportunities one on one with a staff member
2. Provide computers and technology access for independent use to achieve customer's objective
3. Maintain a 70% usage rate on all public computers for adults (ages 18 and up)
4. Maintain a 70% usage rate on all public computers for teens (ages 13-17)
5. Maintain a 70 % usage rate on all public computers for children (ages 12 and under)

Target Performance Metrics:

- Number of one on one computer related appointments monthly between customers & staff with a 90% satisfaction rate
- Number of computer sessions, wireless sessions and other related technology sessions
- Number of one hour adult computer sessions used divided by number of available sessions equals usage rate percentage
- Number of one hour teen computer sessions used divided by number of available sessions equals usage rate percentage
- Number of 45 minute children computer sessions used divided by number of available sessions (calculated) equals usage rate percentage



DEPARTMENT: Library
DIVISION:

FUND: 001
DEPT. NO.: 2610

Department Initiatives No. 2: Literacy Resources for Adults, Teens, Youth & Families

1. Purchase 700 library materials for collections in various formats monthly
2. Lend 12,000 library materials monthly
3. Support 25 Literacy AmeriCorps conducted adult literacy classes per month September through July
4. Support no less than 30 AmeriCorps teen tutoring and homework sessions per month September through July
5. Support 150 Literacy AmeriCorps conducted tutoring and homework sessions per month for students through grade 5
6. Provide four literacy based programs for families monthly
7. Award ten (10) Career Online High School (COHS) scholarships this fiscal year

Target Performance Metrics:

- Number of library materials purchased
- Number of materials circulated, turnover rates and additions to collections
- Number of classes (literacy activities) for adults, and award 35 certificates of achievement in Basic English Skills annually
- Number of homework/tutoring sessions (literacy activities) for teens
- Number of homework/tutoring sessions (literacy activities) for youth
- Number of literacy activities for families
- Number of COHS scholarships awarded and graduation/diploma statistics

Department Initiatives No. 3: Community Outreach

1. Register 125 new library customers monthly
2. Register five library customers for the *SEFLIN One Card* Program monthly
3. Participate in one community event on a quarterly basis that promotes the library and its services
4. Participate in five community connections and/or collaborative activities in the communities of Boynton Beach monthly
5. Increase marketing of the library and its services through social media by adding 10 new Facebook friends, 10 new Twitter followers and 10 Instagram followers monthly

Target Performance Metrics:

- Number of new library customer registrations
- Number of *SEFLIN One Card* registrations
- Number of events and participants
- Number of community connections and/or collaborative activities
- Number of new Facebook friends, Twitter and Instagram followers



DEPARTMENT: Library
DIVISION:

FUND: 001
DEPT. NO.: 2610

Department Initiatives No. 5: Local History & Archives

1. Create six new finding aids that directs researchers to Archives holdings annually
2. Increase the use of the Boynton Beach History and Research, including the Lake Worth Herald and other historical local newspapers.

Target Performance Metrics:

- Number of finding aids created
- Number of resource uses, Lake Worth Herald, and feature resources on social media monthly

Department Initiatives No. 6: Nurture Creativity & Creative Learning

1. Host five programs for all ages that encourage creative learning activities
2. Host five opportunities for independent creative activities while providing appropriate resources for those activities

Target Performance Metrics:

- Number of programs and attendance monthly
- Number of uses and type of activities monthly



PERSONNEL ALLOCATION

DEPARTMENT: Library		FUND: 001					
DIVISION:		DEPT. NO.: 2610					
Position Title	Position Number	Pay Grade	2017/18 Actual	2018/19 Actual	2019/20 Inc/(Dec)	2019/20 Requested	2019/20 Adopted
Full-Time Positions:							
Director, Library	30019	39	1.0	1.0	0.00	1.0	1.0
Assistant Director, Library	30029	32	1.0	1.0	0.00	1.0	1.0
Division Head Librarian	30039	23	2.0	2.0	0.00	2.0	2.0
Library Information Technology Manager	30079	22	1.0	1.0	0.00	1.0	1.0
Librarian	30059	18	5.0	5.0	0.00	5.0	5.0
Accounting Technician, Senior	04190	13	1.0	1.0	0.00	1.0	1.0
Library Digital & Markerspace Services		20	0.0	0.0	1.00	1.0	1.0
Library Technology Specialist	30240	12	2.0	2.0	0.00	2.0	2.0
Administrative Assistant	00259	14	0.0	0.0	0.00	0.0	0.0
Library Programming/Community Relations Coordinator	30109	20	1.0	1.0	0.00	1.0	1.0
Youth Program Assistant	30230	10	2.0	2.0	0.00	2.0	2.0
Library Associate	30202	10	5.0	5.0	0.00	5.0	5.0
			21.0	21.0	1.00	22.0	22.0
Part-Time Positions (FTE):							
Library Aide (7,280 hours)	30217	8	3.5	3.5	0.0	3.5	3.5
Library Page (4,160 hours)	30227	3	2.0	2.0	0.0	2.0	2.0
			5.5	5.5	0.0	5.5	5.5
Total Personnel:			26.5	26.5	1.0	27.5	27.5

Performance Measures	Actual			Estimate 2018-19	Projected 2019-20
	2015-16	2016-17	2017-18		
Library					
Media Circulation	260,990	214,142	225,000	210,000	105,000
Cardholders	38,466	30,298	30,298	31,000	31,000
Number of Print Material	115,023	111,569	120,000	115,000	120,000
Number of DVD Material	11,590	12,349	13,000	13,300	13,800
Number of Audio Material	7,094	6,667	7,000	7,200	7,500
Online Catalog/Database Searches	279,899	289,026	300,000	315,000	250,000



DETAIL EXPENDITURES

	ACCOUNT	2017/2018 Actual Expense	2018/2019 Amended Budget	2018/2019 Estimated Expenditures	2019/2020 Department Request	2019/2020 Adopted Budget
DIV 10	LIBRARY 001-2610-571					
	DEPARTMENT SUMMARY					
	Personnel Services	1,878,379	1,920,196	1,815,563	2,104,482	2,085,059
	Operating Expenses	236,234	241,088	127,483	258,702	256,803
	Capital Outlay	170,000	175,416	152,309	170,000	170,000
	Nonoperating Expenses	-	-	-	-	-
	TOTAL	\$ 2,284,613	\$ 2,336,700	\$ 2,095,355	\$ 2,533,184	\$ 2,511,862
	Estimated as % of Budget			89.7%		
12-10	REGULAR SALARIES/WAGES	1,233,898	1,266,263	1,200,000	1,303,605	1,303,605
14-10	OVERTIME	41,747	57,323	50,000	59,043	59,043
15-12	CELL PHONE ALLOWANCE	1,008	1,808	899	1,512	1,512
19-99	NEW PERSONNEL/RECLASS	-	-	-	107,406	87,983
21-10	EMPLOYER FICA	90,905	96,946	85,000	99,841	99,841
22-10	GENERAL EMPLOYEES PENSION	300,442	314,902	314,902	357,329	357,329
23-10	LIFE INSURANCE	2,242	966	425	819	819
23-20	DISABILITY INSURANCE	3,975	6,474	4,409	4,449	4,449
23-30	HEALTH INSURANCE	178,643	148,381	140,000	160,590	160,590
23-32	CIGNA HSA	16,000	-	-	-	-
23-34	HSA	-	16,275	14,875	-	-
23-40	DENTAL INSURANCE	8,498	9,694	4,511	8,812	8,812
23-50	VISION INSURANCE	1,021	1,164	542	1,076	1,076
	SUB-TOTAL Personnel Services	\$ 1,878,379	\$ 1,920,196	\$ 1,815,563	\$ 2,104,482	\$ 2,085,059
40-10	MILEAGE REIMBURSEMENT	211	700	171	700	700
40-12	BUSINESS MEETINGS	809	980	464	980	980
41-10	TELEPHONE SERVICES	986	840	528	1,314	1,314
41-11	LEASED LINES	16,959	17,112	564	18,720	18,720
41-12	POSTAGE	567	500	71	500	500
41-15	CELLULAR PHONE/BEEPER	86	84	40	84	84
43-10	ELECTRIC SERVICE	85,576	90,000	40,000	90,000	90,000
43-20	WATER/SEWER SERVICE	3,154	3,900	995	3,900	3,900
44-30	EQUIPMENT RENTAL	1,032	1,384	680	1,360	1,360
44-31	COPY MACHINE RENTAL	4,047	5,300	2,403	5,742	5,742
46-20	EQUIPMENT MAINTENANCE	14,832	12,100	10,000	13,800	13,800
46-22	COMPUTER MAINTENANCE	10,740	9,200	2,560	11,600	11,600
46-30	VEHICLE MAINT. - GARAGE	2,200	1,600	1,024	1,500	-
47-10	PRINTING & BINDING	276	500	183	500	500
49-09	SELF INSURANCE CHGS (W/C)	3,430	3,456	2,304	4,170	3,771
49-10	WAREHOUSE SERVICE CHG.	2,488	2,289	1,526	1,921	1,921
49-14	CREDIT CARD FEES	809	850	319	850	850
49-17	OTHER CONTRACTUAL SRVS	26,113	27,670	19,965	28,270	28,270
49-80	C.O.A.L.A.	24,156	26,287	19,547	23,765	23,765
51-10	OFFICE SUPPLIES	5,601	5,500	2,733	5,500	5,500
51-25	COMPUTER SFTWRE <\$750	3,693	4,615	1,933	3,970	3,970
52-01	SUPPLIES	13,038	7,684	5,433	13,900	13,900
52-72	LIBRARY SUPPLIES	5,000	5,000	4,130	12,000	12,000
54-10	BOOKS AND PUBLICATIONS	9,103	11,833	8,270	11,833	11,833
54-20	MEMBERSHIPS	674	704	679	823	823
54-30	TRAINING	654	1,000	961	1,000	1,000
	SUB- TOTAL Operating Expenses	\$ 236,234	\$ 241,088	\$ 127,483	\$ 258,702	\$ 256,803
64-15	COMPUTER EQUIPMENT	-	5,416	2,309	-	-
66-01	BOOKS	170,000	170,000	150,000	170,000	170,000
	SUB- TOTAL Capital Outlay	\$ 170,000	\$ 175,416	\$ 152,309	\$ 170,000	\$ 170,000
	SUBTOTAL	\$ 2,284,613	\$ 2,336,700	\$ 2,095,355	\$ 2,533,184	\$ 2,511,862
91-30	TRANSFER/VEH. SRV. FUND	-	-	-	-	-
	DEPARTMENT TOTAL	\$ 2,284,613	\$ 2,336,700	\$ 2,095,355	\$ 2,533,184	\$ 2,511,862



DETAIL EXPENDITURES

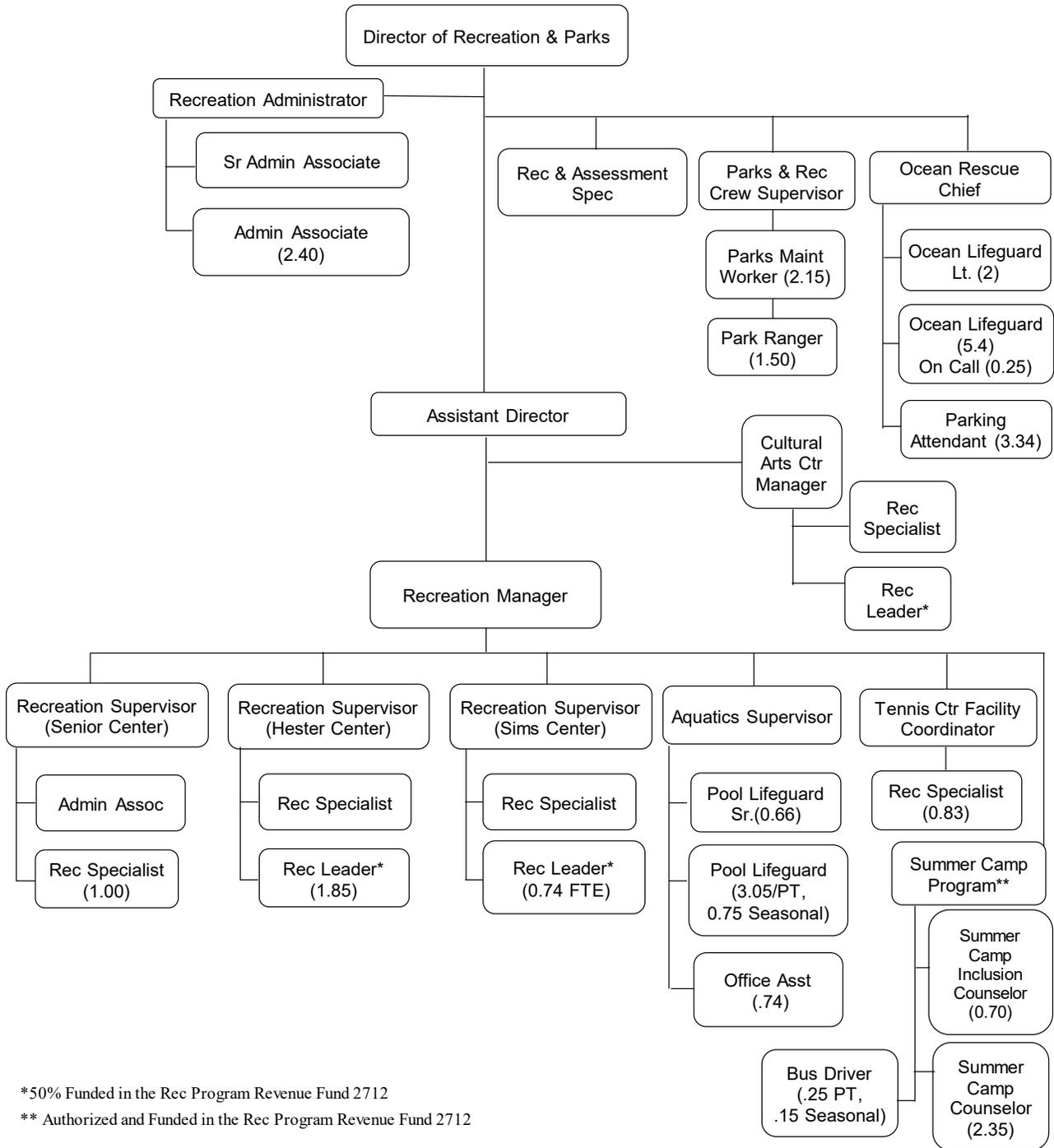
	ACCOUNT	2017/2018 Actual Expense	2018/2019 Amended Budget	2018/2019 Estimated Expenditures	2019/2020 Department Request	2019/2020 Adopted Budget
DIV 10 SCHOOL HOUSE MUSEUM 001-2612-571						
	DEPARTMENT SUMMARY					
	Personnel Services	-	-	-	-	-
	Operating Expenses	239,477	322,094	305,750	387,665	386,428
	Capital Outlay	-	-	-	-	-
	Nonoperating Expenses	-	-	-	-	-
	TOTAL	\$ 239,477	\$ 322,094	\$ 305,750	\$ 387,665	\$ 386,428
	Estimated as % of Budget			94.9%		
12-10	REGULAR SALARIES/WAGES	-	-	-	-	-
21-10	EMPLOYER FICA	-	-	-	-	-
	SUB-TOTAL Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
31-91	STAFF SERVICES	200,000	266,925	265,000	322,600	322,600
34-10	JANITORIAL SERVICES	5,468	13,500	10,000	15,500	15,500
34-20	PEST CONTROL SERVICES	693	2,500	616	2,500	2,500
41-10	TELEPHONE SERVICES	519	550	304	500	500
43-10	ELECTRIC SERVICE	14,879	16,450	15,000	23,000	23,000
43-20	WATER/SEWER SERVICE	1,054	1,128	517	1,128	1,128
43-20	BUILDING REPAIRS	-	1,996	1,996	1,996	1,996
46-20	EQUIPMENT MAINTENANCE	6,021	8,004	5,000	7,000	7,000
49-08	INS CHGS-AUTO/PROP/LIAB	10,343	10,541	7,027	12,941	11,704
49-17	OTHER CONTRACTUAL SRVS	500	500	290	500	500
	SUB- TOTAL Operating Expenses	\$ 239,477	\$ 322,094	\$ 305,750	\$ 387,665	\$ 386,428
	SUB- TOTAL Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -
	SUBTOTAL	\$ 239,477	\$ 322,094	\$ 305,750	\$ 387,665	\$ 386,428
91-30	TRANSFER/VEH. SRV. FUND	-	-	-	-	-
	DEPARTMENT TOTAL	\$ 239,477	\$ 322,094	\$ 305,750	\$ 387,665	\$ 386,428



ORGANIZATIONAL CHART

DEPARTMENT: Recreation & Parks
 DIVISION: Recreation

FUND: 001
 DEPT. NO.: 2710



*50% Funded in the Rec Program Revenue Fund 2712
 ** Authorized and Funded in the Rec Program Revenue Fund 2712



DEPARTMENT: Recreation & Parks
DIVISION: Recreation

FUND: 001
DEPT. NO.: 2710

DEPARTMENT MISSION STATEMENT: To enhance the quality of life in our community.

DEPARTMENT CORE SERVICES:

- Health, Fitness and Skill Development Opportunities for all Ages
- Social, Health and Wellness Services for Ages 55+
- Life Safety Instructional Skills and Safe Aquatic Environments
- Spaces For Individuals To Connect With Nature
- Rental Spaces for Family and Community Gatherings
- Inclusive Programs for Individuals with Disabilities

STRATEGIC PLAN INITIATIVES AND DEPARTMENT INITIATIVES ALIGNMENT:

City Initiative No. 1: Redevelop Downtown

Department Initiatives Alignment:

1. Create programming menu for the Cultural Arts Center (CAC).
2. Relocate primary customer service/registration function to the CAC.
3. Add CAC activities/programming to the Department Revenue Policy Manual.

Target Performance Metrics:

1. Number of programs offered at the CAC
2. Office relocated and functioning as the Department's main registration location
3. Fee schedule for CAC, including rental space

City Initiative No. 2: Building Wealth in the Community

Department Initiatives Alignment:

1. Introduce various sports skill and fundamentals to students participating in the afterschool programs at local elementary schools.
2. Introduce Seniors Center members to Health & Wellness presentations and activities from local businesses, organizations and professionals that will enhance their daily lives.
3. Increase aquatic programming/water safety activities.

Target Performance Metrics:

1. Increase the number or schools participating
2. Number of presentations and activities
3. Number of programs



DEPARTMENT: Recreation & Parks
DIVISION: Recreation

FUND: 001
DEPT. NO.: 2710

City Initiative No. 3: Boynton Beach Branding

Department Initiatives Alignment:

1. Modify the pavilion rental program to increase the availability for public usage.
2. Expand the Park Ranger program.
3. Increase recreational opportunities for individuals with different abilities.

Target Performance Metrics:

1. Increase pavilion rental revenue
2. Add morning service hours to the Rangers daily task log
3. Number of inclusive programs and events

Department Initiative No. 4: Inclusive Programs for Individuals With Disabilities

1. Ensure inclusion in all recreation programs.
2. Collaborate with community organizations to provide programs targeted to individuals with disabilities.

Target Performance Metrics:

- Number of individual plans developed and implemented for individual w/disabilities enrolled in recreation programs.
- Number of events and participants served by collaborative activities.



CITY OF BOYNTON BEACH, FLORIDA

FY 2019-2020 ADOPTED BUDGET

PERSONNEL ALLOCATION

DEPARTMENT: Recreation & Parks		FUND: 001					
DIVISION: Recreation		DEPT. NO.: 2710					
Position Title	Position Number	Pay Grade	2017/18 Actual	2018/19 Actual	2019/20 Inc/(Dec)	2019/20 Requested	2019/20 Adopted
Full-Time Positions:							
Director, Recreation & Parks	61019	39	1.0	1.0	0.0	1.0	1.0
Recreation Superintendent	61149	28	1.0	0.0	0.0	0.0	0.0
Assistant Director, Recreation and Parks	61179	33	0.0	1.0	0.0	1.0	1.0
Events and Program Manager	61129	26	1.0	1.0	(1.0)	0.0	0.0
Recreation Manager		26	0.0	0.0	1.0	1.0	1.0
Recreation Administrator	61119	22	1.0	1.0	0.0	1.0	1.0
Marketing & Outreach Manager	61159	22	1.0	0.0	0.0	0.0	0.0
Parks/Recreation Crew Leader	82320	15	1.0	0.0	0.0	0.0	0.0
Parks & Recreation Crew Supervisor	61009	17	0.0	1.0	0.0	1.0	1.0
Aquatics Supervisor	61249	15	1.0	1.0	0.0	1.0	1.0
Ocean Rescue Chief	61109	20	1.0	1.0	0.0	1.0	1.0
Recreation Supervisor III	61139	18	0.0	1.0	(1.0)	0.0	0.0
Cultural Arts Center Manager		20	0.0	0.0	1.0	1.0	1.0
Recreation Supervisor	61039	14	4.0	3.0	0.0	3.0	3.0
Recreation Manager	#####	26	0.0	0.0	0.0	0.0	0.0
Ocean Lifeguard Lieutenant	61261	13	2.0	2.0	0.0	2.0	2.0
Tennis Center Facility Coordinator	61260	12	1.0	1.0	0.0	1.0	1.0
Administrative Associate Sr.	00382	11	1.0	1.0	0.0	1.0	1.0
Administrative Associate	00370	10	0.0	0.0	2.0	2.0	2.0
Recreation & Assessment Specialist	61010	16	1.0	1.0	0.0	1.0	1.0
Recreation Specialist	61220	10	4.0	4.0	1.0	5.0	5.0
Ocean Lifeguard	61241	10	5.0	5.0	0.0	5.0	5.0
Parks Maintenance Worker	82301	6	1.0	1.0	0.0	1.0	1.0
			<u>27.0</u>	<u>26.0</u>	<u>3.0</u>	<u>29.0</u>	<u>29.0</u>
Part-Time Positions (FTE):							
* Pool Lifeguard, Senior	61217	11	0.66	0.66	0.00	0.66	0.66
Pool Lifeguard (Seasonal)	61228	8	0.75	0.75	0.00	0.75	0.75
Administrative Associate	00370	10	1.40	0.95	0.50	1.45	1.45
Office Assistant	00202	6	0.91	0.91	(0.17)	0.74	0.74
* Pool Lifeguard	61227	8	3.05	3.05	0.00	3.05	3.05
Recreation Specialist	61220	10	1.78	1.78	0.05	1.83	1.83
Parks Maintenance Worker	82307	6	1.15	1.15	0.00	1.15	1.15
Ocean Lifeguard (Part Time)	61277	10	0.40	0.40	0.00	0.40	0.40
Ocean Lifeguard On-Call	61251	10	0.25	0.25	0.00	0.25	0.25
Parking Attendant	61247	4	3.34	3.34	0.00	3.34	3.34
Park Ranger	61027	10	0.00	0.75	0.75	1.50	1.50
Summer Camp Inclusion Counselor	61278	5	0.00	0.00	0.70	0.70	0.70
Bus Driver	54207	8	0.00	0.00	0.05	0.05	0.05
* Recreation Leader	61231	5	4.10	4.10	0.87	4.97	4.97
			<u>17.79</u>	<u>18.09</u>	<u>2.75</u>	<u>20.84</u>	<u>20.84</u>
Part-Time and Seasonal Positions (FTE):							
Recreation Program Revenue Fund 2712							
Recreation Leader	61231	5	3.46	3.46	(3.46)	0.00	0.00
Summer Day Camp Counselor	61278	5	3.05	3.05	(0.70)	2.35	2.35
Bus Driver	54207	8	1.38	1.38	(1.13)	0.25	0.25
Seasonal Bus Driver		8	0.10	0.10	0.00	0.10	0.10
			<u>7.99</u>	<u>7.99</u>	<u>-5.29</u>	<u>2.70</u>	<u>2.70</u>
Total Personnel:			52.78	52.08	0.46	52.54	52.54

*50% funded in Recreation Program Fund 2712

Performance Measures	Actual			Estimate	Projected
	2015-16	2016-17	2017-18	2018-19	2019-20
Library					
Media Circulation	260,990	214,142	225,000	210,000	105,000
Cardholders	38,466	30,298	30,298	31,000	31,000
Number of Print Material	115,023	111,569	120,000	115,000	120,000
Number of DVD Material	11,590	12,349	13,000	13,300	13,800
Number of Audio Material	7,094	6,667	7,000	7,200	7,500
Online Catalog/Database Searches	279,899	289,026	300,000	315,000	250,000



DETAIL EXPENDITURES

	ACCOUNT	2017/2018 Actual Expense	2018/2019 Amended Budget	2018/2019 Estimated Expenditures	2019/2020 Department Request	2019/2020 Adopted Budget
DIV 10	RECREATION 001-2710-572					
	DEPARTMENT SUMMARY					
	Personnel Services	2,472,281	2,449,801	2,310,037	2,791,779	2,724,749
	Operating Expenses	430,610	494,750	399,745	648,104	621,584
	Capital Outlay	18,572	26,700	24,818	17,150	14,150
	Nonoperating Expenses	30,787	40,684	40,684	41,538	41,538
	TOTAL	\$ 2,952,250	\$ 3,011,935	\$ 2,775,284	\$ 3,498,571	\$ 3,402,021
	Estimated as % of Budget			92.1%		
12-10	REGULAR SALARIES/WAGES	1,739,058	1,705,351	1,600,000	1,876,064	1,821,612
12-20	HOLIDAY PAY	9,657	9,000	5,496	9,000	9,000
14-10	OVERTIME	5,403	6,100	4,414	5,000	5,000
14-20	REIMBURSABLE WAGES	10,415	12,000	4,809	5,000	5,000
15-10	CLOTHING ALLOWANCE	1,033	1,033	1,033	1,035	1,035
15-12	CELL PHONE ALLOWANCE	2,465	2,772	1,183	3,036	3,036
15-13	SHOE ALLOWANCE	148	148	148	148	-
15-20	CAR ALLOWANCE	2,700	2,700	1,575	2,700	2,700
19-99	NEW PERSONNEL/RECLASS	-	22,914	22,914	184,069	184,069
21-10	EMPLOYER FICA	129,105	129,868	125,000	144,048	139,871
22-10	GENERAL EMPLOYEES PENSION	352,251	333,441	333,441	344,336	344,336
23-10	LIFE INSURANCE	2,410	1,201	490	882	869
23-20	DISABILITY INSURANCE	4,936	8,061	5,157	5,392	5,269
23-30	HEALTH INSURANCE	180,628	183,311	180,000	198,826	191,179
23-32	CIGNA HSA	20,125	-	-	-	-
23-32	HSA	-	18,975	17,875	-	-
23-40	DENTAL INSURANCE	10,666	11,540	5,805	10,911	10,491
23-50	VISION INSURANCE	1,281	1,386	697	1,332	1,282
	SUB-TOTAL Personnel Services	\$ 2,472,281	\$ 2,449,801	\$ 2,310,037	\$ 2,791,779	\$ 2,724,749
40-10	MILEAGE REIMBURSEMENT	-	500	64	500	500
40-12	BUSINESS MEETINGS	8,634	8,000	139	10,000	8,000
41-15	CELLULAR PHONE/BEEPER	1,175	3,750	959	3,840	3,840
43-10	ELECTRIC SERVICE	186,846	195,000	185,000	256,000	230,000
43-20	WATER/SEWER SERVICE	20,433	25,000	12,231	32,200	32,200
44-31	COPY MACHINE RENTAL	11,014	9,500	3,765	8,600	8,600
46-20	EQUIPMENT MAINTENANCE	2,621	10,200	1,124	8,000	6,000
46-30	VEHICLE MAINT. - GARAGE	44,395	37,614	37,600	37,828	37,828
46-92	BEACH MAINTENANCE	4,680	5,000	2,520	5,000	5,000
49-09	SELF INSURANCE CHGS (W/C)	49,193	49,543	49,500	59,762	54,050
49-10	WAREHOUSE SERVICE CHG	2,747	2,463	1,642	2,529	2,529
49-14	CREDIT CARD FEES	4,745	6,600	4,079	5,500	5,500
49-17	OTHER CONTRACTUAL SRVS	23,729	67,200	60,000	122,500	151,242
51-10	OFFICE SUPPLIES	3,525	5,000	1,839	6,500	3,500
52-01	SUPPLIES	18,034	23,000	12,887	26,000	11,000
52-20	OPR EQUIPMENT <\$750	14,058	15,000	8,041	30,000	29,050
52-21	CHEMICALS	16,765	13,500	6,243	13,500	13,000
52-22	UNIFORMS	6,555	6,500	3,887	7,500	7,500
52-23	SAFETY CLOTHING/EQUIP	1,311	3,450	2,725	4,000	4,000
52-85	FOOD SUPPLIES	-	300	224	600	500
54-20	MEMBERSHIPS	4,466	3,280	2,560	3,395	3,395
54-30	TRAINING	5,684	4,350	2,716	4,350	4,350
	SUB- TOTAL Operating Expenses	\$ 430,610	\$ 494,750	\$ 399,745	\$ 648,104	\$ 621,584
62-01	BUILDING IMPROVEMENTS	-	-	-	-	-
64-02	GENERAL EQUIPMENT	9,359	2,900	1,045	7,650	4,650
64-03	RECREATION EQUIPMENT	9,213	23,800	23,773	-	-
64-15	COMPUTER EQUIPMENT	-	-	-	3,000	3,000
64-16	FURNITURE & FIXTURES	-	-	-	4,500	4,500
64-20	COMMUNICATION EQUIP.	-	-	-	2,000	2,000
	SUB- TOTAL Capital Outlay	\$ 18,572	\$ 26,700	\$ 24,818	\$ 17,150	\$ 14,150
	SUBTOTAL	\$ 2,921,463	\$ 2,971,251	\$ 2,734,600	\$ 3,457,033	\$ 3,360,483
91-30	TRANSFER TO VEH SRV FUND	30,787	40,684	40,684	41,538	41,538
	DEPARTMENT TOTAL	\$ 2,952,250	\$ 3,011,935	\$ 2,775,284	\$ 3,498,571	\$ 3,402,021



The Water and Sewer Utility Fund is the largest Enterprise Fund of the City. It includes the operation of our water, sanitary sewer and storm-water systems that serves over 115,000 people. For FY 2019-20, the operating revenues have been averaging annually over a 3% increase, now \$49M. The annual expenses to operate and serve the customers have been consistent, averaging around \$26M over the last three years. The projected two years from FY2020-21 will provide additional revenues to increase Net Assets.

UTILITY FUND

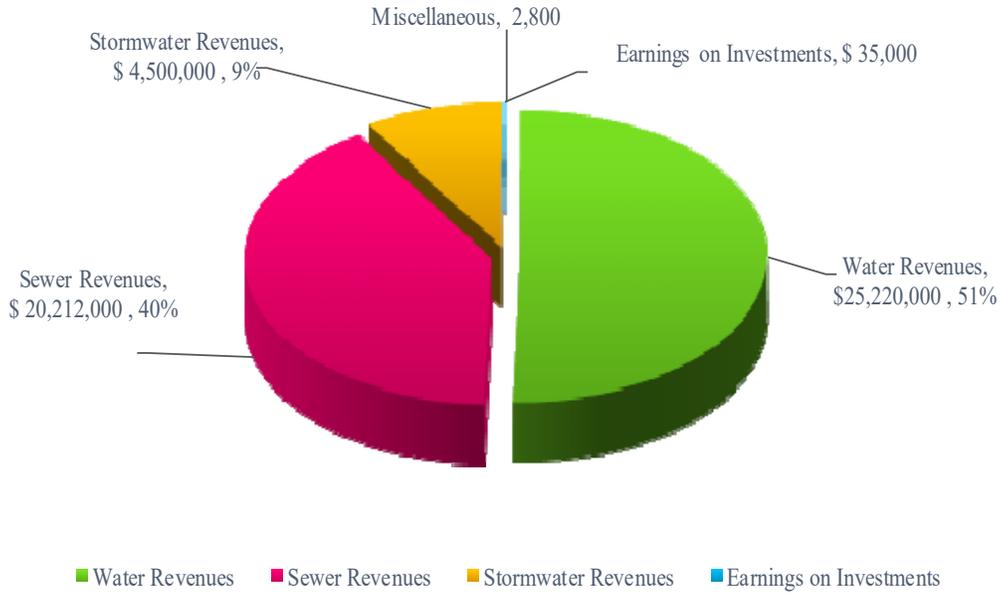
	2016-17 Actual	2017-18 Actual	2018-19 Amended Budget	2019-20 Adopted Budget	2020-21 Projected Budget	2021-22 Projected Budget
Net Assets, October 1	\$ 154,106,537	\$ 151,080,567	\$ 142,873,182	\$ 141,833,878	\$ 140,863,908	\$ 141,024,702
Operating Revenues	\$ 46,063,164	\$ 46,427,236	\$ 47,631,000	\$ 49,932,000	\$ 51,429,960 (1)	\$ 52,972,859 (1)
Operating Expenses	\$ (25,442,737)	\$ (25,303,471)	\$ (26,233,834)	\$ (27,929,725)	\$ (28,767,617) (2)	\$ (29,630,645) (2)
Operating Income (Loss)	\$ 20,620,427	\$ 21,123,765	\$ 21,397,166	\$ 22,002,275	\$ 22,662,343	\$ 23,342,214
Nonoperating Revenue	\$ 76,943	\$ 23,728	\$ 37,800	\$ 37,800	\$ 37,800	\$ 37,800
Nonoperating (Expense)	\$ (11,709,731)	\$ (12,709,643)	\$ (7,513,750)	\$ (7,435,383)	\$ (7,435,383)	\$ (7,435,383)
Restatement GASB 75		\$ (1,554,508)				
Nonoperating (Contra Acct- Capital Credit)		\$ (487,821)				
Capital Contributions	\$ (246,603)	\$ (260,837)	\$ (299,054)	\$ (424,000)	\$ (424,000)	\$ (424,000)
Transfers From (To) Other Funds						
Risk Management / Self Insurance Fund	\$ (54,291)	\$ (123,720)	\$ (123,870)	\$ (123,870)	\$ (123,870)	\$ (127,586)
Vehicle Service Fund	\$ (562,715)	\$ (851,349)	\$ (937,596)	\$ (976,792)	\$ (1,006,096)	\$ (1,036,279)
General Government CIP Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Utility Capital Renewal & Replacement Fund	\$ (5,400,000)	\$ (7,000,000)	\$ (7,000,000)	\$ (7,000,000)	\$ (6,500,000)	\$ (5,500,000)
General Fund	\$ (5,750,000)	\$ (6,367,000)	\$ (6,600,000)	\$ (7,050,000)	\$ (7,050,000)	\$ (6,000,000)
Net Transfers In (To) Other Funds	\$ (11,767,006)	\$ (14,342,069)	\$ (14,661,466)	\$ (15,150,662)	\$ (14,679,966)	\$ (12,663,865)
Increase (Decrease) In Net Assets	\$ (3,025,970)	\$ (8,207,385)	\$ (1,039,304)	\$ (969,970)	\$ 160,794	\$ 2,856,766
Net Assets, September 30	\$ 151,080,567 (3)	\$ 142,873,182	\$ 141,833,878	\$ 140,863,908	\$ 141,024,702	\$ 143,881,468
Less Investment in Capital Assets, Net	\$ (120,162,951)	\$ (120,162,951)	\$ (120,162,951)	\$ (120,162,951)	\$ (120,162,951)	\$ (120,162,951)
Less Restricted for:						
Capital Improvements	\$ (35,161,370)	\$ (35,161,370)	\$ (35,161,370)	\$ (35,161,370)	\$ (35,161,370)	\$ (35,161,370)
Revenue Bond Covenants	\$ (7,181,906)	\$ (7,181,906)	\$ (7,181,906)	\$ (7,181,906)	\$ (7,181,906)	\$ (7,181,906)
Unrestricted Net Assets Available	\$ (11,425,660)	\$ (19,633,045)	\$ (20,672,349)	\$ (21,642,319)	\$ (21,481,525)	\$ (18,624,759)

(1) Prior Year + 3%, based on 3yr trend
 (2) Prior Year + 3%, based on 3yr trend
 (3) Restatement for GASB Implementation

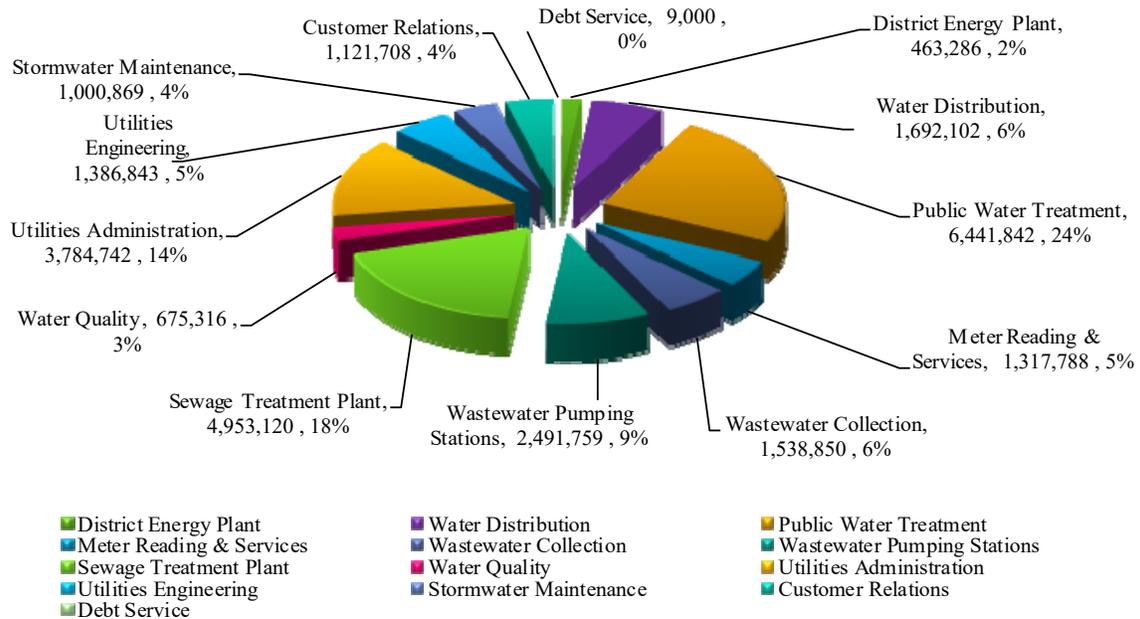
Performance Measures	Actual			Estimate 2018-19	Projected 2019-20
	2015-16	2016-17	2017-18		
UTILITY FUND (401)					
Population Served	110,000	112,200	127,000	114,500	115,250
Number of Sanitary Sewer Overflows	-	-	-	3	2
Unplanned water Main Outages <30 customers/month	-	-	-	16	8
Average pressure (Target >50psig)	55 - 60	55 - 60	55 - 60	55-60	55-60
Average Chlorine Residual Target > 3.0mg/l	-	-	-	3.10	3.10
Number of Lost Time Accidents	-	-	-	1	1
Compliance with Consumptive Use Permit > 7.61B	Yes	Yes	Yes	Yes	Yes
Water System					
Total Meters	35,500	36,210	36,500	36,750	37,000
Total Living Units Served	58,250	59,415	59,765	60,000	60,080
Avg Daily Water Consumption (thousand of gallons)	14,000	14,280	14,130	13,670	14,000
Number of Quality Control Test Performed	n/a	n/a	n/a	25,000	25,250
Miles of Water Main	-	-	-	449	449
# of Fire Hydrants	-	-	-	4,224	4,230
Sewer System					
Total Connections	33,500	34,170	34,400	34,600	34,600
Total Living Units Served	55,700	56,814	56,800	57,250	57,250
Number of Lift Stations	160	160	167	168	170
Miles of Gravity Sewer	-	-	-	295	295
Storm Water					
Total Miles of Stormwater Pipes	22	22	22	22	22
Number of Retention/Detention Ponds Maintained	17	17	17	17	17
Number of Storm Sewer Inlets cleaned	135	135	140	145	145



Utility FY 2019-20 Major Operating Revenues



Utility FY 2019-20 Operating Expenditures





UTILITY FUND COMPARATIVE STATEMENT OF REVENUES & EXPENDITURES (BUDGET BASIS)

	2017-18 <u>ACTUAL</u>	2018-19 <u>AMENDED</u>	2019-20 <u>ADOPTED</u>
OPERATING REVENUES:			
Water Revenues	\$ 23,450,367	\$ 23,886,000	\$ 25,220,000
Sewer Revenues	19,096,323	19,645,000	20,212,000
Stormwater Revenues	3,880,546	4,100,000	4,500,000
Earnings on Investments	22,187	35,000	35,000
Miscellaneous	1,541	2,800	2,800
Total Operating Revenues:	<u>46,450,964</u>	<u>47,668,800</u>	<u>49,969,800</u>
OPERATING EXPENDITURES:			
District Energy Plant	-	-	463,286
Water Distribution	461,532	1,695,214	1,692,102
Public Water Treatment	5,629,416	6,592,675	6,441,842
Meter Reading & Services	1,247,825	1,286,997	1,317,788
Wastewater Collection	1,302,168	1,410,757	1,538,850
Wastewater Pumping Stations	2,217,453	2,600,489	2,491,759
Sewage Treatment Plant	4,129,069	4,756,000	4,953,120
Water Quality	584,850	633,545	675,316
Utilities Administration	3,162,407	3,507,374	3,784,742
Utilities Engineering	1,375,892	1,498,053	1,386,843
Stormwater Maintenance	840,491	951,580	1,000,869
Customer Relations	1,185,280	1,191,811	1,121,708
Debt Service	8,800	10,450	9,000
Total Operating Expenditures:	<u>22,145,183</u>	<u>26,134,945</u>	<u>26,877,225</u>
OPERATING INCOME:	\$ 24,305,781	\$ 21,533,855	\$ 23,092,575
NON-OPERATING EXPENDITURES:			
Capital Outlay	260,837	299,054	424,000
Transfers Out	7,342,069	7,661,466	8,166,662
Debt Service	3,144,273	7,513,750	7,435,383
Renewal & Replacement	7,000,000	7,000,000	7,000,000
Non-Budgeted Expense (Depreciation, etc.)	12,723,658	98,889	1,036,500
Total Non-Operating Expenditures:	<u>30,470,837</u>	<u>22,573,159</u>	<u>24,062,545</u>
INCREASE (DECREASE) IN APPROPRIATED NET ASSETS	\$ (6,165,056)	\$ (1,039,304)	\$ (969,970)



DETAIL REVENUES

ACCOUNT DESCRIPTION	2017/18 Actual Revenue	2018/19 Adopted Revenue	2018/19 Estimated Revenue	2019/20 Proposed Revenue	2019/20 Adopted Revenue
CHARGES FOR SERVICES					
SUBD ORD. PROCEDURE FEE	30,177	20,000	50,000	35,000	35,000
WATER SALES	22,031,120	22,542,000	23,100,000	23,670,000	23,670,000
WATER CONNECTION FEE	51,585	150,000	150,000	150,000	150,000
WATER SERVICE CHARGE	941,561	850,000	850,000	850,000	850,000
WTR-BACKFLOW PREVNTR TEST	20,596	14,000	15,000	15,000	15,000
RECLAIMED WATER SALES	375,328	310,000	450,000	500,000	500,000
SEWER SERVICE	19,070,365	19,635,000	19,800,000	20,200,000	20,200,000
SWR REV ENHANCE SVC	-	-	-	-	-
STORMWATER UTILITY FEE	3,880,546	4,100,000	4,100,000	4,500,000	4,500,000
TELEWISE SEWER LINES	25,958	10,000	15,000	12,000	12,000
TOTAL CHARGES FOR SERVICES	\$ 46,427,236	\$ 47,631,000	\$ 48,530,000	\$ 49,932,000	\$ 49,932,000
INVESTMENT INCOME					
INTEREST INCOME	22,187	35,000	150,000	35,000	35,000
TOTAL INVESTMENT INCOME	\$ 22,187	\$ 35,000	\$ 150,000	\$ 35,000	\$ 35,000
DISPOSAL OF FIXED ASSETS					
SALE OF SURPLUS EQUIP.	-	-	-	-	-
SALE OF SCRAP	-	2,000	2,000	2,000	2,000
TOTAL DISPOSAL OF FIXED ASSETS	\$ -	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000
MISCELLANEOUS INCOME					
BAD DEBT RECOVERIES					
OCEAN RGE UT TAX ADM CHG	1,025	800	800	800	800
MISCELLANEOUS INCOME	516	-	80,000	-	-
TOTAL MISCELLANEOUS INCOME	\$ 1,541	\$ 800	\$ 80,800	\$ 800	\$ 800
TRANSFERS IN					
SANITATION	-				
TOTAL TRANSFERS IN	\$ -	\$ -	\$ -	\$ -	\$ -
SUB TOTAL	\$ 46,450,964	\$ 47,668,800	\$ 48,762,800	\$ 49,969,800	\$ 49,969,800
ENCUMBRANCE ROLL OVER					
FUND BALANCE (INCREASE) DECREASE	6,652,877	1,039,304	(125,658)	1,239,384	969,970
GRAND TOTAL	\$ 53,103,841	\$ 48,708,104	\$ 48,637,142	\$ 51,209,184	\$ 50,939,770



DEPARTMENT SUMMARY

ACCOUNT	2017/2018 Actual Expense	2018/2019 Amended Budget	2018/2019 Estimated Expenditures	2019/2020 Department Request	2019/2020 Adopted Budget
DISTRICT ENERGY PLANT 401-2805-536	\$ -	\$ -	\$ 13,426	\$ 506,119	\$ 518,286
WATER DISTRIBUTION 401-2810-536	659,621	1,958,189	1,986,134	1,873,927	1,845,324
PUBLIC WATER TREATMENT 401-2811-536	5,683,757	6,683,780	6,294,641	6,620,782	6,526,744
METER READING & SERVICES 401-2814-536	1,274,130	1,324,231	1,313,593	1,355,786	1,354,784
WASTEWATER COLLECTION 401-2815-536	1,504,916	1,620,043	1,697,176	1,876,621	1,873,486
WASTEWATER PUMPING STATION 401-2816-536	2,435,975	2,861,825	2,857,505	2,689,118	2,649,931
SEWAGE TREATMENT 401-2817-536	4,129,069	4,756,000	4,856,000	4,953,120	4,953,120
WATER QUALITY 401-2819-536	590,661	644,646	645,696	681,219	680,159
UTILITY ADMINISTRATION 401-2821-536	16,791,042	17,381,261	18,088,073	19,251,923	19,137,903
GENERAL ADMINISTRATION 401-2822-536	12,709,643	-	-	-	-
UTILITIES ENGINEERING 401-2823-536	1,395,291	1,523,222	1,523,422	1,411,267	1,411,090
STORMWATER MAINTENANCE 401-2824-536	1,103,562	1,238,896	1,279,483	1,424,143	1,422,852
CUSTOMER RELATIONS 401-2825-536	1,185,280	1,191,811	1,096,243	1,120,776	1,121,708
DEBT SERVICE 401-3011-517	3,153,073	7,524,200	6,985,750	7,444,383	7,444,383
GRAND TOTAL : UTILITY FUND	\$ 52,616,020	\$ 48,708,104	\$ 48,637,142	\$ 51,209,184	\$ 50,939,770



SUMMARY OF EXPENDITURES

ACCOUNT	2017/2018 Actual Expense	2018/2019 Amended Budget	2018/2019 Estimated Expenditures	2019/2020 Department Request	2019/2020 Adopted Budget
DISTRICT ENERGY PLANT 401-2805-536					
DEPARTMENT SUMMARY					
Personnel Services	-	-	-	62,683	74,850
Operating Expenses	-	-	13,426	388,436	388,436
Capital Outlay	-	-	-	55,000	55,000
Nonoperating Expenses	-	-	-	-	-
TOTAL	\$ -	\$ -	\$ 13,426	\$ 506,119	\$ 518,286
Estimated as % of Budget					

WATER DISTRIBUTION 401-2810-536					
DEPARTMENT SUMMARY					
Personnel Services	41,997	1,270,325	1,271,199	1,218,725	1,218,725
Operating Expenses	419,535	424,889	455,160	486,980	473,377
Capital Outlay	119,774	178,200	175,000	75,000	60,000
Nonoperating Expenses	78,315	84,775	84,775	93,222	93,222
TOTAL	\$ 659,621	\$ 1,958,189	\$ 1,986,134	\$ 1,873,927	\$ 1,845,324
Estimated as % of Budget			101%		

PUBLIC WATER TREATMENT 401-2811-536					
DEPARTMENT SUMMARY					
Personnel Services	2,386,069	2,785,943	2,670,943	2,571,724	2,638,925
Operating Expenses	3,243,347	3,806,732	3,532,593	3,964,156	3,802,917
Capital Outlay	1,000	20,500	20,500	-	-
Nonoperating Expenses	53,341	70,605	70,605	84,902	84,902
TOTAL	\$ 5,683,757	\$ 6,683,780	\$ 6,294,641	\$ 6,620,782	\$ 6,526,744
Estimated as % of Budget			94%		

METER READING & SERVICES 401-2814-536					
DEPARTMENT SUMMARY					
Personnel Services	866,845	866,698	894,248	904,222	904,222
Operating Expenses	380,980	420,299	381,466	414,568	413,566
Capital Outlay	4,596	18,238	18,883	18,000	18,000
Nonoperating Expenses	21,709	18,996	18,996	18,996	18,996
TOTAL	\$ 1,274,130	\$ 1,324,231	\$ 1,313,593	\$ 1,355,786	\$ 1,354,784
Estimated as % of Budget			99%		

WASTEWATER COLLECTION 401-2815-536					
DEPARTMENT SUMMARY					
Personnel Services	951,070	993,192	1,022,644	1,097,613	1,097,613
Operating Expenses	351,098	417,565	445,246	444,372	441,237
Capital Outlay	16,131	-	20,000	-	-
Nonoperating Expenses	186,617	209,286	209,286	334,636	334,636
TOTAL	\$ 1,504,916	\$ 1,620,043	\$ 1,697,176	\$ 1,876,621	\$ 1,873,486
Estimated as % of Budget			105%		



SUMMARY OF EXPENDITURES

ACCOUNT	2017/2018 Actual Expense	2018/2019 Amended Budget	2018/2019 Estimated Expenditures	2019/2020 Department Request	2019/2020 Adopted Budget
WASTEWATER PUMPING STATION 401-2816-536					
DEPARTMENT SUMMARY					
Personnel Services	957,998	1,156,334	1,160,934	1,089,307	1,089,307
Operating Expenses	1,259,455	1,444,155	1,435,235	1,441,639	1,402,452
Capital Outlay	2,960	30,000	30,000	30,000	30,000
Nonoperating Expenses	215,562	231,336	231,336	128,172	128,172
TOTAL	\$ 2,435,975	\$ 2,861,825	\$ 2,857,505	\$ 2,689,118	\$ 2,649,931
Estimated as % of Budget			100%		

SEWAGE TREATMENT 401-2817-536					
DEPARTMENT SUMMARY					
Personnel Services	-	-	-	-	-
Operating Expenses	4,129,069	4,756,000	4,856,000	4,953,120	4,953,120
Capital Outlay	-	-	-	-	-
Nonoperating Expenses	-	-	-	-	-
TOTAL	\$ 4,129,069	\$ 4,756,000	\$ 4,856,000	\$ 4,953,120	\$ 4,953,120
Estimated as % of Budget			102%		

WATER QUALITY 401-2819-536					
DEPARTMENT SUMMARY					
Personnel Services	432,294	470,491	472,441	475,699	475,699
Operating Expenses	152,556	163,054	162,154	200,677	199,617
Capital Outlay	1,545	6,700	6,700	-	-
Nonoperating Expenses	4,266	4,401	4,401	4,843	4,843
TOTAL	\$ 590,661	\$ 644,646	\$ 645,696	\$ 681,219	\$ 680,159
Estimated as % of Budget			100%		

UTILITY ADMINISTRATION 401-2821-536					
DEPARTMENT SUMMARY					
Personnel Services	1,245,369	1,458,621	1,419,421	1,646,010	1,646,010
Operating Expenses	1,917,038	2,048,753	1,969,489	2,302,752	2,138,732
Capital Outlay	112,869	39,916	31,782	115,000	131,000
Nonoperating Expenses	13,515,766	13,833,971	14,667,381	15,188,161	15,222,161
TOTAL	\$ 16,791,042	\$ 17,381,261	\$ 18,088,073	\$ 19,251,923	\$ 19,137,903
Estimated as % of Budget			104%		

GENERAL ADMINISTRATION 401-2822-536					
DEPARTMENT SUMMARY					
Personnel Services	-	-	-	-	-
Operating Expenses	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Nonoperating Expenses	12,709,643	-	-	-	-
TOTAL	\$ 12,709,643	\$ -	\$ -	\$ -	\$ -
Estimated as % of Budget					



SUMMARY OF EXPENDITURES

ACCOUNT	2017/2018 Actual Expense	2018/2019 Amended Budget	2018/2019 Estimated Expenditures	2019/2020 Department Request	2019/2020 Adopted Budget
UTILITIES ENGINEERING 401-2823-536					
DEPARTMENT SUMMARY					
Personnel Services	1,303,488	1,394,534	1,394,534	1,282,436	1,282,436
Operating Expenses	72,404	103,519	103,719	104,584	104,407
Capital Outlay	-	5,500	5,500	-	-
Nonoperating Expenses	19,399	19,669	19,669	24,247	24,247
TOTAL	\$ 1,395,291	\$ 1,523,222	\$ 1,523,422	\$ 1,411,267	\$ 1,411,090
Estimated as % of Budget			100%		

STORMWATER MAINTENANCE 401-2824-536					
DEPARTMENT SUMMARY					
Personnel Services	589,355	601,211	606,148	619,933	619,933
Operating Expenses	251,136	350,369	386,019	382,227	380,936
Capital Outlay	1,962	-	-	130,000	130,000
Nonoperating Expenses	261,109	287,316	287,316	291,983	291,983
TOTAL	\$ 1,103,562	\$ 1,238,896	\$ 1,279,483	\$ 1,424,143	\$ 1,422,852
Estimated as % of Budget			103.3%		

CUSTOMER RELATIONS 401-2825-536					
DEPARTMENT SUMMARY					
Personnel Services	820,837	656,284	658,486	690,905	690,905
Operating Expenses	364,443	535,527	437,757	429,871	430,803
Capital Outlay	-	-	-	-	-
Nonoperating Expenses	-	-	-	-	-
TOTAL	\$ 1,185,280	\$ 1,191,811	\$ 1,096,243	\$ 1,120,776	\$ 1,121,708
Estimated as % of Budget			92%		

DEBT SERVICE 401-3011-517					
DEPARTMENT SUMMARY					
Personnel Services	-	-	-	-	-
Operating Expenses	8,800	10,450	9,000	9,000	9,000
Capital Outlay	-	-	-	-	-
Nonoperating Expenses	3,144,273	7,513,750	6,976,750	7,435,383	7,435,383
TOTAL	\$ 3,153,073	\$ 7,524,200	\$ 6,985,750	\$ 7,444,383	\$ 7,444,383
Estimated as % of Budget			92.8%		

GRAND TOTAL : UTILITY FUND					
DEPARTMENT SUMMARY					
Personnel Services	9,595,322	11,653,633	11,570,998	11,659,257	11,738,625
Operating Expenses	12,549,861	14,481,312	14,187,264	15,522,382	15,138,600
Capital Outlay	260,837	299,054	308,365	423,000	424,000
Nonoperating Expenses	30,210,000	22,274,105	22,570,515	23,604,545	23,638,545
TOTAL	\$ 52,616,020	\$ 48,708,104	\$ 48,637,142	\$ 51,209,184	\$ 50,939,770
Estimated as % of Budget			99.9%		



BUDGET SUMMARY - UTILITY FUND OPERATING DEPARTMENTS

<u>DEPARTMENT</u>	<u>DEPT. NO.</u>	<u>PERSONNEL SERVICES</u>	<u>OPERATING EXPENSES</u>	<u>CAPITAL OUTLAY</u>	<u>NON-OPERATING</u>	<u>TRANSFERS</u>	<u>Adopted TOTAL</u>
District Energy Plant	2810	\$ 74,850	\$ 388,436	\$ 55,000	\$ -	\$ -	\$ 518,286
Water Distribution	2810	1,218,725	473,377	60,000	-	93,222	\$ 1,845,324
Public Water Treatment	2811	2,638,925	3,802,917	-	-	84,902	\$ 6,526,744
Meter Reading	2814	904,222	413,566	18,000	-	18,996	\$ 1,354,784
Wastewater Collection	2815	1,097,613	441,237	-	-	334,636	\$ 1,873,486
Wastewater Pumping Stations	2816	1,089,307	1,402,452	30,000	-	128,172	\$ 2,649,931
Sewage Treatment	2817	-	4,953,120	-	-	-	\$ 4,953,120
Water Quality	2819	475,699	199,617	-	-	4,843	\$ 680,159
Administration	2821	1,646,010	2,138,732	131,000	1,052,500	14,169,661	\$ 19,137,903
Utilities Engineering	2823	1,282,436	104,407	-	-	24,247	\$ 1,411,090
Stormwater Maintenance	2824	619,933	380,936	130,000	-	291,983	\$ 1,422,852
Customer Relations	2825	690,905	430,803	-	-	-	\$ 1,121,708
Totals:		\$ 11,738,625	\$ 15,129,600	\$ 424,000	\$ 1,052,500	\$ 15,150,662	\$ 43,495,387
Debt Service	3011	-	9,000	-	7,435,383	-	\$ 7,444,383
Totals with Debt Service:		\$ 11,738,625	\$ 15,138,600	\$ 424,000	\$ 8,487,883	\$ 15,150,662	\$ 50,939,770

BUDGET SUMMARY OF CAPITAL OUTLAY

	<u>2017-18 ACTUAL</u>	<u>2018-19 AMENDED</u>	<u>2019-20 ADOPTED</u>
District Energy Plant	\$ -	\$ -	\$ 55,000
Water Distribution	119,774	178,200	60,000
Public Water Treatment	1,000	20,500	-
Meter Readings	4,596	18,238	18,000
Wastewater Collection	16,131	-	-
Wastewater Pumping Stations	2,960	30,000	30,000
Water Quality	1,545	6,700	-
Utilities Administration	112,869	39,916	131,000
General Administration	-	-	-
Utilities Engineering	-	5,500	-
Stormwater Maintenance	1,962	-	130,000
Customer Relations	-	-	-
TOTAL:	\$ 260,837	\$ 299,054	\$ 424,000



BOND COVERAGE REQUIREMENTS

		2017-18 <u>ACTUAL</u>	2018-19 <u>AMENDED</u>	2019-20 <u>ADOPTED</u>
Operating Revenues		\$ 46,427,236	\$ 47,631,000	\$ 49,932,000
Current Operating Expenses		<u>22,145,183</u>	<u>26,134,945</u>	<u>26,877,225</u>
Net Available Revenues	(A)	<u>\$ 24,282,053</u>	<u>\$ 21,496,055</u>	<u>\$ 23,054,775</u>
Current Debt Service (Principal and Interest)	(B)	<u>\$ 6,555,106</u>	<u>\$ 7,513,750</u>	<u>\$ 7,435,383</u>
Coverage	(A) / (B)	<u>3.70</u>	<u>2.86</u>	<u>3.10</u>

NOTE: RATE COVERAGE REQUIREMENT IS 100% OF DEBT SERVICE



DEPARTMENT: Utilities

FUND: 401

DIVISION: Water / Wastewater / Stormwater Services

DEPT. NO.: All

MISSION STATEMENT:

It is the mission of Boynton Beach Utilities to continually improve and maintain a secure, and sustainable infrastructure, while providing reliable high quality, affordable drinking water, reclaimed water, wastewater collection and stormwater management services for all members of the community while continuing to find innovative ways to improve the delivery of services.

UTILITY'S CORE SERVICE:

- Public Drinking Water Supply and Treatment
- Drinking Water Distribution
- Wastewater Collection and Transmission
- Reclaimed Water Distribution
- Stormwater Management
- Customer Service Center
- Planned Central Energy Plant

STRATEGIC PLAN INITIATIVES AND DEPARTMENT INITIATIVES ALIGNMENT:

The Utility will continue to perform at a high level while improving the delivery of services by using the latest technologies, working as a team and maintaining the highest level of integrity and service to the community.

Utility Initiative No. 1: Redevelop Downtown

Department Initiatives Alignment:

1. Provide support to Town Square P³ Team with planning and implementing the needed core utility services/infrastructure to support the development.
2. Expand reclaimed water distribution system in order to maximize the usage of reclaimed water.
3. Implement a Central Energy Plant to generate chilled water for air conditioning and hot water to serve downtown developments.
4. Construction of Central Seacrest Corridor Utility Improvements, Phase II.
5. Improve accuracy of the Utility's base maps for water, reclaimed water, wastewater, and storm water infrastructure piping and facilities.
6. Continue to assist private developers with their utility plan development in the downtown area and throughout our service area.



DEPARTMENT: Utilities

FUND: 401

DIVISION: Water / Wastewater / Stormwater Services

DEPT. NO.: All

Target Performance Metrics:

- Town Square P³ – Assist P³ team in meeting November deadline to prepare firm cost estimates for development of project.
- Reclaimed Water – Design and begin construction of a new reclaimed water main, ground storage tank and re-pump station to better serve the eastern portion of the City including the downtown developments.
- Manage the Design and Construction of a new Central Energy Plant as part of the Town Square development. (Utility will assume operation upon completion).
- Award contract for the design & construction of the Central Seacrest Corridor Utility Improvement Phase II – project includes FM to serve downtown development, also water distribution, stormwater management and roadway improvements to the Forest Park Neighborhood and landscape improvements to Seacrest corridor.
- Continue collection of GIS data to improve base maps (drinking water and reclaimed water distribution, wastewater collection and stormwater management system infrastructure) to support development decisions and capacity needs.
- Staff continues to review new development plans for the downtown area for compliance with City Standards (Riverwalk, The Villages, etc.).

Utility Initiative No. 2: Building Wealth In The Community

Department Initiatives Alignment:

1. Evaluate the optimized treatment at the City Water Treatment Plants (WTP).
2. Implementation of an asset management program at City WTPs to optimize staff performance and extend life of assets.
3. Refine the Utility Management Optimization Program (UMOP) to reinforce Utility Rate forecasting capabilities.
4. Improve reliability and functioning of pipelines and other infrastructure serving water, wastewater and storm-water customers.
5. Continue to use technology to encourage utility customers to be more involved with managing their utility accounts.
6. Assist with improving the City’s FEMA Community Rating System Score.
7. Support Climate Action Plan implementation.



DEPARTMENT: Utilities

FUND: 401

DIVISION: Water / Wastewater / Stormwater Services

DEPT. NO.: All

Target Performance Metrics:

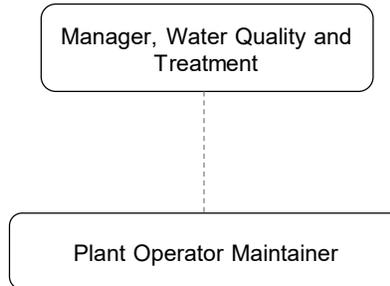
- Water Treatment Plant Sustainability/Affordability–
 - Evaluate elimination of the use of certain chemicals at the City’s West WTP.
 - Continue to implement operational controls for the recently completed upgrades to the East WTP to continue to produce high quality drinking water and to maintain affordable rates by minimizing energy and chemical consumption.
- Asset Management Program – Implementation of an asset management program for the City WTPs.
- Refine UMOP to integrate project management, asset management and demand forecasting models to develop realistic capital improvement plans (CIP) and rate structures.
- Complete non-intrusive collection and distribution system pipeline inspection and rehabilitation of older and critical areas of the Utility service area.
- Develop a web based customer portal where utility customers can track water use and make payments on their account.
- Develop educational materials and workshops to educate the utility customers about our core services and how they can do their part.
- Support the City’s Climate Action Plan by implementation natural gas powered fuel cells to reduce the need for diesel power generators and reduce Greenhouse Gas Emissions.



ORGANIZATIONAL CHART

DEPARTMENT: Utilities
DIVISION: District Energy Plant

FUND: 401
DEPT. NO.: 2805



PERSONNEL ALLOCATION

DEPARTMENT: Utilities
DIVISION: District Energy Plant

FUND: 401
DEPT. NO.: 2805

Position Title	Position Number	Pay Grade	2017/18 Actual	2018/19 Actual	2019/20 Inc/(Dec)	2019/20 Requested	2019/20 Adopted
Full-Time Positions:							
District Energy Plant Operator		20	0.0	0.0	1.0	1.0	1.0
Total Personnel:			0.0	0.0	1.0	1.0	1.0



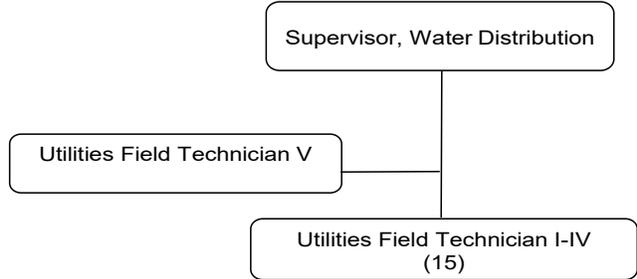
DETAIL EXPENDITURES

	ACCOUNT	2017/2018 Actual Expense	2018/2019 Amended Budget	2018/2019 Estimated Expenditures	2019/2020 Department Request	2019/2020 Adopted Budget
DIV 10 DISTRICT ENERGY PLANT 401-2805-536						
	DEPARTMENT SUMMARY					
	Personnel Services	-	-	-	62,683	74,850
	Operating Expenses	-	-	13,426	388,436	388,436
	Capital Outlay	-	-	-	55,000	55,000
	Nonoperating Expenses	-	-	-	-	-
	TOTAL	\$ -	\$ -	\$ 13,426	\$ 506,119	\$ 518,286
	Estimated as % of Budget					
12-10	REGULAR SALARIES/WAGES	-	-	-	-	-
19-99	NEW PERSONNEL/RECLASS	-	-	-	50,111	62,278
21-10	EMPLOYER FICA	-	-	-	3,833	3,833
23-10	LIFE INSURANCE	-	-	-	19	19
23-20	DISABILITY INSURANCE	-	-	-	196	196
23-30	HEALTH INSURANCE	-	-	-	8,007	8,007
23-40	DENTAL INSURANCE	-	-	-	462	462
23-50	VISION INSURANCE	-	-	-	55	55
	SUB-TOTAL Personnel Services	\$ -	\$ -	\$ -	\$ 62,683	\$ 74,850
31-90	OTHER PROFESSIONAL SRVS	-	-	1,666	9,996	9,996
34-10	JANITORIAL SERVICES	-	-	400	2,400	2,400
41-15	CELLULAR PHONE/BEEPER	-	-	-	540	540
43-10	ELECTRIC SERVICE	-	-	-	250,000	250,000
43-20	WATER/SEWER SERVICE	-	-	2,844	16,500	16,500
46-20	EQUIPMENT MAINTENANCE	-	-	1,666	-	-
46-23	TELEPHONE MAINT/SUPPLIES	-	-	200	1,200	1,200
49-09	INS CHGS-WORKERS COMP	-	-	3,000	-	-
49-17	OTHER CONTRACTUAL SRVS	-	-	2,000	61,000	61,000
52-01	EQUIPMENT MAINTENANCE	-	-	200	15,000	15,000
52-20	OPR EQUIPMENT <\$750	-	-	100	600	600
52-21	CHEMICALS	-	-	100	-	-
52-27	HARDWARE/TOOLS	-	-	-	1,200	1,200
52-35	PROCESS CHEMICALS	-	-	-	20,000	20,000
52-75	EQUIP PARTS/SUPPLIES	-	-	1,250	10,000	10,000
	SUB- TOTAL Operating Expenses	\$ -	\$ -	\$ 13,426	\$ 388,436	\$ 388,436
64-16	FURNITURE & FIXTURES	-	-	-	5,000	5,000
64-33	VEHICLE PURCHASES	-	-	-	50,000	50,000
	SUB- TOTAL Capital Outlay	\$ -	\$ -	\$ -	\$ 55,000	\$ 55,000
	SUBTOTAL	\$ -	\$ -	\$ 13,426	\$ 506,119	\$ 518,286
91-30	TRANSFER TO VEH SRV FUND	-	-	-	-	-
	SUB- TOTAL Nonoperating Expenses	\$ -	\$ -	\$ -	\$ -	\$ -
	DEPARTMENT TOTAL	\$ -	\$ -	\$ 13,426	\$ 506,119	\$ 518,286



ORGANIZATIONAL CHART

DEPARTMENT: Utilities	FUND: 401
DIVISION: Water Distribution	DEPT. NO.: 2810



PERSONNEL ALLOCATION

DEPARTMENT: Utilities	FUND: 401
DIVISION: Water Distribution	DEPT. NO.: 2810

Position Title	Position Number	Pay Grade	2017/18 Actual	2018/19 Actual	2019/20 Inc/(Dec)	2019/20 Requested	2019/20 Adopted
Full-Time Positions:							
Supervisor, Water Distribution	41019	26	1.0	1.0	0.0	1.0	1.0
Administrative Associate*	00370	10	1.0	1.0	(1.0)	0.0	0.0
Utility Field Technician V	40060	20	1.0	1.0	0.0	1.0	1.0
Career Path Utility Field Technician I-IV			13.0	14.0	1.0	15.0	15.0
Utility Field Technician I	40011	7	*	*	*	*	*
Utility Field Technician II	40021	9	*	*	*	*	*
Utility Field Technician III	40031	12	*	*	*	*	*
Total Personnel:			16.0	17.0	0.0	17.0	17.0

* Administrative associate moved to division 2821



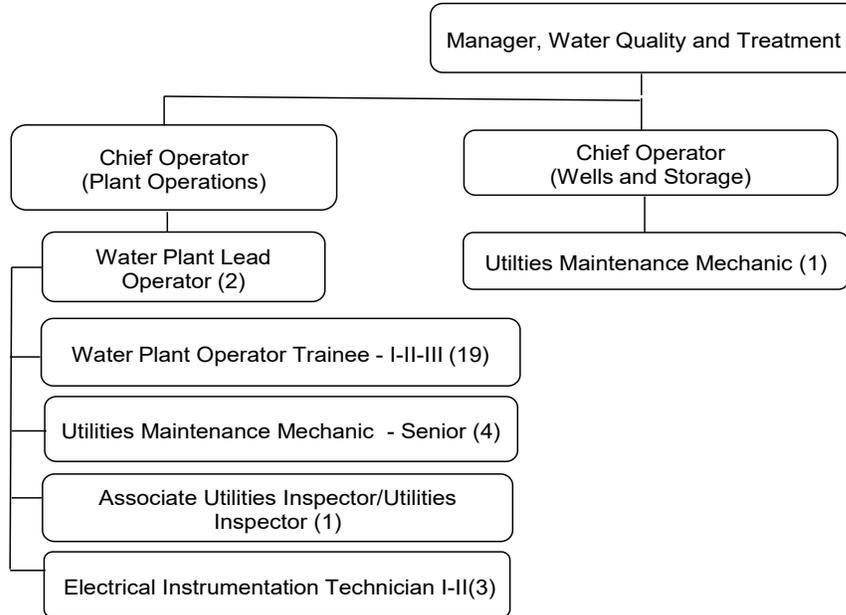
DETAIL EXPENDITURES

	ACCOUNT	2017/2018 Actual Expense	2018/2019 Amended Budget	2018/2019 Estimated Expenditures	2019/2020 Department Request	2019/2020 Adopted Budget
DIV 10 WATER DISTRIBUTION 401-2810-536						
DEPARTMENT SUMMARY						
	Personnel Services	41,997	1,270,325	1,271,199	1,218,725	1,218,725
	Operating Expenses	419,535	424,889	455,160	486,980	473,377
	Capital Outlay	119,774	178,200	175,000	75,000	60,000
	Nonoperating Expenses	78,315	84,775	84,775	93,222	93,222
	TOTAL	\$ 659,621	\$ 1,958,189	\$ 1,986,134	\$ 1,873,927	\$ 1,845,324
	Estimated as % of Budget			101.4%		
12-10	REGULAR SALARIES/WAGES	748,097	731,615	732,615	727,812	727,812
12-20	HOLIDAY PAY	-	1,000	424	-	-
14-10	OVERTIME	65,214	60,000	60,000	60,000	60,000
15-13	SHOE ALLOWANCE	1,770	1,770	1,770	2,511	2,511
15-20	CAR ALLOWANCE	3,600	3,600	3,600	3,600	3,600
19-99	NEW PERSONNEL/RECLASS	-	44,063	47,288	-	-
21-10	EMPLOYER FICA	60,592	56,456	56,456	55,870	55,870
22-10	GENERAL EMPLOYEES PENSION	245,210	229,458	229,458	227,855	227,855
22-12	PENSION EXPENSE GASB 68	(1,213,703)	-	-	-	-
23-10	LIFE INSURANCE	828	386	311	214	214
23-20	DISABILITY INSURANCE	2,559	3,886	2,886	2,856	2,856
23-30	HEALTH INSURANCE	111,394	119,118	119,118	130,002	130,002
23-32	CIGNA HSA	9,542	-	-	-	-
23-32	HSA	-	10,700	9,000	-	-
23-40	DENTAL INSURANCE	6,155	7,386	7,386	7,134	7,134
23-50	VISION INSURANCE	739	887	887	871	871
	SUB-TOTAL Personnel Services	\$ 41,997	\$ 1,270,325	\$ 1,271,199	\$ 1,218,725	\$ 1,218,725
40-12	BUSINESS MEETINGS	-	150	-	-	-
41-15	CELLULAR PHONE/BEEPER	6,102	7,844	7,020	7,020	7,020
46-20	EQUIPMENT MAINTENANCE	249	300	117	-	-
46-30	VEHICLE MAINT-GARAGE	107,479	63,172	63,172	75,603	75,603
46-47	WATER MAIN MAINTENANCE	89,942	129,425	160,000	160,000	140,000
46-91	SOFTWARE MAINTENANCE	-	10,300	10,300	10,300	10,300
49-09	INS CHGS-WORKERS COMP	31,943	31,655	31,655	37,701	34,098
49-10	WAREHOUSE SERVICE CHG	18,580	24,668	24,668	26,131	26,131
49-17	OTHER CONTRACTUAL SRVS	1,662	18,000	20,000	20,000	20,000
49-41	LICENSES, FEES & PERMITS	10,264	14,000	14,000	14,725	14,725
52-01	SUPPLIES	844	75	29	-	-
52-20	OPR EQUIPMENT <\$750	-	1,300	1,199	-	-
52-23	SAFETY CLOTHING/EQUIP	5,967	9,500	9,500	9,500	9,500
52-27	HARDWARE/TOOLS	7,953	8,500	7,500	8,500	8,500
52-29	FIRE HYDRANT SUPPLIES	14,641	7,500	7,500	7,500	7,500
52-31	WATER MAIN SUPPLIES	118,589	90,000	90,000	100,000	110,000
52-75	EQUIP PARTS/SUPPLIES	24	-	-	-	-
54-30	TRAINING	5,296	8,500	8,500	10,000	10,000
	SUB- TOTAL Operating Expenses	\$ 419,535	\$ 424,889	\$ 455,160	\$ 486,980	\$ 473,377
63-14	FIRE HYDRANTS	41,096	54,500	75,000	75,000	60,000
64-02	GENERAL EQUIPMENT	78,678	123,700	100,000	-	-
	SUB- TOTAL Capital Outlay	\$ 119,774	\$ 178,200	\$ 175,000	\$ 75,000	\$ 60,000
	SUBTOTAL	\$ 581,306	\$ 1,873,414	\$ 1,901,359	\$ 1,780,705	\$ 1,752,102
91-30	TRANSFER TO VEH SRV FUND	78,315	84,775	84,775	93,222	93,222
	SUB- TOTAL Nonoperating Expenses	\$ 78,315	\$ 84,775	\$ 84,775	\$ 93,222	\$ 93,222
	DEPARTMENT TOTAL	\$ 659,621	\$ 1,958,189	\$ 1,986,134	\$ 1,873,927	\$ 1,845,324



ORGANIZATIONAL CHART

DEPARTMENT: Utilities	FUND: 401
DIVISION: Public Water Treatment	DEPT. NO.: 2811



PERSONNEL ALLOCATION

DEPARTMENT: Utilities	FUND: 401
DIVISION: Public Water Treatment	DEPT. NO.: 2811

Position Title	Position Number	Pay Grade	2017/18 Actual	2018/19 Actual	2019/20 Inc/(Dec)	2019/20 Requested	2019/20 Adopted
Full-Time Positions:							
Chief Plant Operator	42019	28	2.0	2.0	0.0	2.0	2.0
Environmental Inspector	44202	16	1.0	1.0	0.0	1.0	1.0
Water Plant Lead Operator	42241	20	2.0	2.0	0.0	2.0	2.0
Plant Operator Career Track Personnel			11.0	17.0	2.0	19.0	19.0
Water Treatment Plant Operator III	42201	17	*		*	*	*
Water Treatment Plant Operator II	42211	14	*		*	*	*
Water Treatment Plant Operator I	42221	12	*		*	*	*
Plant Operator Maintainer Trainees			9		*	*	*
E/I Tech Career Track Personnel			3.0	3.0	0.0	3.0	3.0
Electrical/Instrumentation Tech I	45001	18	*		*	*	*
Electrical/Instrumentation Tech II	45011	20	*		*	*	*
Control Systems Technician	45000	22	*		*	*	*
Administrative Associate	00370	10	1.0	1.0	(1.0)	0.0	0.0
Utilities Maintenance Mechanic, Senior	81321	17	3.0	4.0	0.0	4.0	4.0
Utilities Maintenance Mechanic	81311	13	2.0	1.0	0.0	1.0	1.0
Water Process Technician	42231	9	5.0	0.0	0.0	0.0	0.0
Total Personnel:			30.0	31.0	1.0	32.0	32.0

* An unspecified number of Water Plant Operator I, Water Plant Operator II, and Water Plant Operator III positions not to exceed 17



DETAIL EXPENDITURES

	ACCOUNT	2017/2018 Actual Expense	2018/2019 Amended Budget	2018/2019 Estimated Expenditures	2019/2020 Department Request	2019/2020 Adopted Budget
DIV 11 PUBLIC WATER TREATMENT 401-2811-536						
	DEPARTMENT SUMMARY					
	Personnel Services	2,386,069	2,785,943	2,670,943	2,571,724	2,638,925
	Operating Expenses	3,243,347	3,806,732	3,532,593	3,964,156	3,802,917
	Capital Outlay	1,000	20,500	20,500	-	-
	Nonoperating Expenses	53,341	70,605	70,605	84,902	84,902
	TOTAL	\$ 5,683,757	\$ 6,683,780	\$ 6,294,641	\$ 6,620,782	\$ 6,526,744
	Estimated as % of Budget			94.2%		
12-10	REGULAR SALARIES/WAGES	1,486,229	1,743,274	1,579,274	1,638,779	1,638,779
12-20	HOLIDAY PAY	16,595	17,500	2,500	2,500	2,500
14-10	OVERTIME	52,538	99,900	80,000	80,000	60,000
15-12	CELL PHONE ALLOWANCE	(822)	-	-	-	-
15-13	SHOE ALLOWANCE	2,950	3,248	3,098	3,397	3,397
15-20	CAR ALLOWANCE	3,600	7,100	3,600	3,600	3,600
19-99	NEW PERSONNEL/RECLASS	-	2,518	117,518	-	87,201
21-10	EMPLOYER FICA	116,922	141,370	121,370	125,968	125,968
22-10	GENERAL EMPLOYEES PENSION	489,317	500,906	500,906	467,022	467,022
23-10	LIFE INSURANCE	1,269	741	741	479	479
23-20	DISABILITY INSURANCE	5,088	10,403	6,203	6,438	6,438
23-30	HEALTH INSURANCE	183,747	221,596	221,596	229,415	229,415
23-32	CIGNA HSA	16,375	-	-	-	-
23-34	HSA	-	21,875	18,625	-	-
23-40	DENTAL INSURANCE	10,946	13,849	13,849	12,589	12,589
23-50	VISION INSURANCE	1,315	1,663	1,663	1,537	1,537
	SUB-TOTAL Personnel Services	\$ 2,386,069	\$ 2,785,943	\$ 2,670,943	\$ 2,571,724	\$ 2,638,925
34-54	DISP OF HAZARDOUS MATLS	-	1,000	1,000	1,000	1,000
34-63	BULK WATER PURCHASE	1,256	6,000	36,000	75,000	20,000
41-11	LEASED LINES	-	-	-	-	-
41-15	CELLULAR PHONE/BEEPER	6,693	7,500	7,560	7,560	7,560
43-10	ELECTRIC SERVICE	894,194	895,000	950,000	978,500	978,500
43-20	WATER/SEWER SERVICE	6,069	4,000	4,000	6,000	6,000
43-40	FUEL/PROPANE	18,793	20,000	20,000	26,566	26,566
44-30	EQUIPMENT RENTAL	103,163	95,800	98,851	110,000	110,000
46-10	BUILDING REPAIRS	4,754	1,500	1,500	5,000	5,000
46-20	EQUIPMENT MAINTENANCE	28,568	55,000	45,000	45,000	45,000
46-30	VEHICLE MAINT-GARAGE	25,804	18,478	18,478	18,606	18,606
46-40	WATER TANK/TOWER R&M	-	100,000	100,000	100,000	100,000
46-46	WTP PUMP & MOTOR RPR	-	10,000	10,000	20,000	20,000
46-50	WELLS & SCREENS-R&M	7,037	15,000	15,000	15,000	15,000
46-91	SOFTWARE MAINTENANCE	3,850	34,750	34,750	15,000	15,000
46-98	GROUNDS MAINTENANCE	57,625	74,780	74,780	74,780	99,800
47-10	PRINTING & BINDING	-	500	500	500	500
49-09	INS CHGS-WORKERS COMP	55,023	55,368	55,368	66,865	60,474
49-10	WAREHOUSE SERVICE CHG	12,704	14,856	14,856	13,077	13,077
49-17	OTHER CONTRACTUAL SRVS	460,279	504,100	464,800	442,368	317,500
49-41	LICENSES, FEES & PERMITS	19,624	25,500	25,500	37,425	37,425
52-01	SUPPLIES	1,155	1,600	1,200	1,200	1,200
52-11	FUEL OIL-OTHER	-	1,000	1,000	1,000	1,000



DETAIL EXPENDITURES

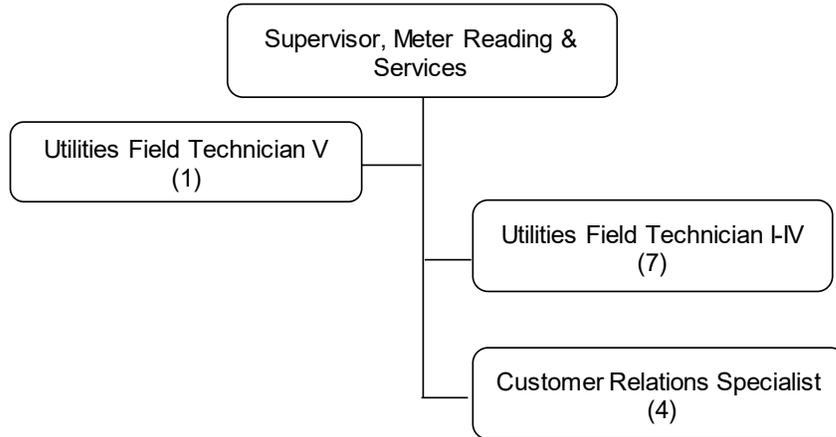
	ACCOUNT	2017/2018 Actual Expense	2018/2019 Amended Budget	2018/2019 Estimated Expenditures	2019/2020 Department Request	2019/2020 Adopted Budget
DIV 11 PUBLIC WATER TREATMENT 401-2811-536						
52-20	OPR EQUIPMENT <\$750	1,869	8,700	7,300	7,500	7,500
52-21	CHEMICALS	4,856	17,000	17,000	17,000	17,000
52-23	SAFETY CLOTHING/EQUIP	2,136	6,000	4,000	4,000	4,000
52-24	BLDG SUPPLIES/MATERIALS	2,711	7,000	7,000	7,000	7,000
52-25	JANITOR SUPPLIES	1,239	2,500	1,050	1,100	1,100
52-27	HARDWARE/TOOLS	10,334	7,500	7,500	7,500	7,500
52-28	CHLORINE	252,059	300,000	300,000	300,000	300,000
52-35	PROCESS CHEMICALS	1,110,364	1,382,000	1,082,000	1,433,009	1,433,009
52-75	EQUIP PARTS/SUPPLIES	139,633	117,000	110,000	110,000	110,000
52-85	FOOD SUPPLIES	-	700	-	-	-
54-30	TRAINING	11,555	16,600	16,600	16,600	16,600
	SUB- TOTAL Operating Expenses	\$ 3,243,347	\$ 3,806,732	\$ 3,532,593	\$ 3,964,156	\$ 3,802,917
62-01	BUILDING IMPROVEMENTS	-	10,000	10,000	-	-
64-02	GENERAL EQUIPMENT	1,000	7,500	7,500	-	-
64-15	COMPUTER EQUIPMENT	-	3,000	3,000	-	-
64-16	FURNITURE & FIXTURES	-	-	-	-	-
	SUB- TOTAL Capital Outlay	\$ 1,000	\$ 20,500	\$ 20,500	\$ -	\$ -
	SUBTOTAL	\$ 5,630,416	\$ 6,613,175	\$ 6,224,036	\$ 6,535,880	\$ 6,441,842
91-30	TRANSFER TO VEH SRV FUND	53,341	70,605	70,605	84,902	84,902
	DEPARTMENT TOTAL	\$ 5,683,757	\$ 6,683,780	\$ 6,294,641	\$ 6,620,782	\$ 6,526,744



ORGANIZATIONAL CHART

DEPARTMENT: Utilities
 DIVISION: Meter Reading & Services

FUND: 401
 DEPT. NO.: 2814



PERSONNEL ALLOCATION

DEPARTMENT: Utilities
 DIVISION: Meter Reading & Services

FUND: 401
 DEPT. NO.: 2814

Position Title	Position Number	Pay Grade	2017/18 Actual	2018/19 Actual	2019/20 Inc/(Dec)	2019/20 Requested	2019/20 Adopted
Full-Time Positions:							
Supervisor, Meter Reading/Services	41029	26	1.0	1.0	0.0	1.0	1.0
Utility Field Technician V	40060	20	1.0	1.0	0.0	1.0	1.0
Career Path Utility Field Technician I-IV			7.0	7.0	0.0	7.0	7.0
Utility Field Technician I	40011	7	*	*	*	*	*
Utility Field Technician II	40021	9	*	*	*	*	*
Utility Field Technician III	40031	12	*	*	*	*	*
Utility Field Technician IV	40041	16	*	*	*	*	*
Customer Relations Specialist I	40102	10	4.0	4.0	0.0	4.0	4.0
Total Personnel:			13.0	13.0	0.0	13.0	13.0



DETAIL EXPENDITURES

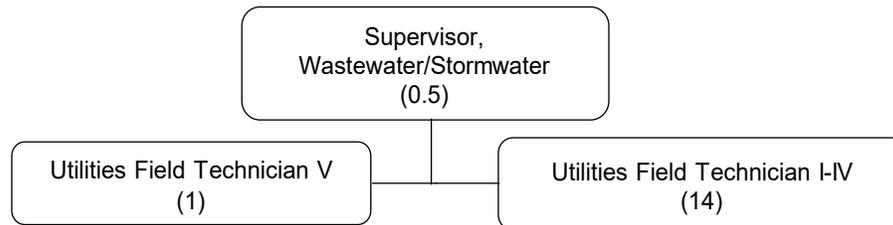
	ACCOUNT	2017/2018 Actual Expense	2018/2019 Amended Budget	2018/2019 Estimated Expenditures	2019/2020 Department Request	2019/2020 Adopted Budget
DIV 14 METER READING & SERVICES 401-2814-536						
	DEPARTMENT SUMMARY					
	Personnel Services	866,845	866,698	894,248	904,222	904,222
	Operating Expenses	380,980	420,299	381,466	414,568	413,566
	Capital Outlay	4,596	18,238	18,883	18,000	18,000
	Nonoperating Expenses	21,709	18,996	18,996	18,996	18,996
	TOTAL	\$ 1,274,130	\$ 1,324,231	\$ 1,313,593	\$ 1,355,786	\$ 1,354,784
	Estimated as % of Budget			99.2%		
12-10	REGULAR SALARIES/WAGES	523,608	532,114	564,464	569,705	569,705
14-10	OVERTIME	3,213	10,200	7,500	15,000	15,000
15-12	CELL PHONE ALLOWANCE	-	-	-	-	-
15-13	SHOE ALLOWANCE	885	1,050	1,050	1,033	1,033
15-20	CAR ALLOWANCE	3,600	500	300	3,600	3,600
19-99	NEW PERSONNEL/RECLASS	-	3,124	3,124	-	-
21-10	EMPLOYER FICA	38,752	43,513	43,513	43,639	43,639
22-10	GENERAL EMPLOYEES PENSION	144,718	161,002	161,002	163,267	163,267
23-10	LIFE INSURANCE	564	253	253	214	214
23-20	DISABILITY INSURANCE	1,448	2,924	2,224	2,230	2,230
23-30	HEALTH INSURANCE	137,529	97,471	97,471	99,413	99,413
23-32	CIGNA HSA	7,750	-	-	-	-
23-34	HSA	-	7,825	6,625	-	-
23-40	DENTAL INSURANCE	4,266	6,001	6,001	5,455	5,455
23-50	VISION INSURANCE	512	721	721	666	666
	SUB-TOTAL Personnel Services	\$ 866,845	\$ 866,698	\$ 894,248	\$ 904,222	\$ 904,222
41-15	CELLULAR PHONE/BEEPER	5,063	6,300	5,400	5,400	5,400
43-10	ELECTRIC SERVICE	519	500	500	700	700
43-20	WATER/SEWER SERVICE	328	410	360	360	360
46-20	EQUIPMENT MAINTENANCE	5,404	5,114	5,500	5,500	5,500
46-30	VEHICLE MAINT-GARAGE	60,954	44,744	45,000	50,674	50,674
46-91	SOFTWARE MAINTENANCE	70,504	102,534	107,459	107,459	107,459
49-09	INS CHGS-WORKERS COMP	7,705	8,239	8,239	10,481	9,479
49-10	WAREHOUSE SERVICE CHG	18,885	18,208	18,208	22,994	22,994
49-17	OTHER CONTRACTUAL SRVS	8,980	9,300	8,300	8,300	8,300
49-41	LICENSES, FEES & PERMITS	-	700	500	500	500
52-01	SUPPLIES	2,688	800	800	1,000	1,000
52-20	OPR EQUIPMENT <\$750	857	750	1,200	1,200	1,200
52-23	SAFETY CLOTHING/EQUIP	829	1,000	1,000	1,000	1,000
52-27	HARDWARE/TOOLS	1,178	2,200	2,000	2,000	2,000
52-30	WATER METER SUPPLIES	192,436	211,200	170,000	190,000	190,000
52-75	EQUIP PARTS/SUPPLIES	1,618	4,150	4,000	4,000	4,000
54-30	TRAINING	3,032	4,150	3,000	3,000	3,000
	SUB- TOTAL Operating Expenses	\$ 380,980	\$ 420,299	\$ 381,466	\$ 414,568	\$ 413,566
63-12	LARGE METERS	4,596	9,138	883	-	-
64-02	GENERAL EQUIPMENT	-	-	-	-	-
64-14	COMPUTER SOFTWARE	-	9,100	18,000	18,000	18,000
	SUB- TOTAL Capital Outlay	\$ 4,596	\$ 18,238	\$ 18,883	\$ 18,000	\$ 18,000
	SUBTOTAL	\$ 1,252,421	\$ 1,305,235	\$ 1,294,597	\$ 1,336,790	\$ 1,335,788
91-30	TRANSFER TO VEH SRV FUND	21,709	18,996	18,996	18,996	18,996
	DEPARTMENT TOTAL	\$ 1,274,130	\$ 1,324,231	\$ 1,313,593	\$ 1,355,786	\$ 1,354,784



ORGANIZATIONAL CHART

DEPARTMENT: Utilities
 DIVISION: Wastewater Collection

FUND: 401
 DEPT. NO.: 2815



PERSONNEL ALLOCATION

DEPARTMENT: Utilities
 DIVISION: Wastewater Collection

FUND: 401
 DEPT. NO.: 2815

Position Title	Position Number	Pay Grade	2017/18 Actual	2018/19 Actual	2019/20 Inc/(Dec)	2019/20 Requested	2019/20 Adopted
Full-Time Positions:							
Supervisor, Wastewater /Stormwater ¹	44209	26	1.0	0.5	0.0	0.5	0.5
Utility Field Technician V	40060	20	1.0	1.0	0.0	1.0	1.0
Career Path Utility Field Technician I-IV			12.0	13.0	1.0	14.0	14.0
Utility Field Technician I	40011	7	*	*	*	*	*
Utility Field Technician II	40021	9	*	*	*	*	*
Utility Field Technician III	40031	12	*	*	*	*	*
Utility Field Technician IV	40041	16	*	*	*	*	*
TV Truck Specialist	44211	13	0.0	0.0	0.0	0.0	0.0
Total Personnel:			14.0	14.5	1.0	15.5	15.5

¹ Full-Time Position: one-half of time spent in Wastewater Pumping Stations; one-half of time spent in Stormwater



DETAIL EXPENDITURES

	ACCOUNT	2017/2018 Actual Expense	2018/2019 Amended Budget	2018/2019 Estimated Expenditures	2019/2020 Department Request	2019/2020 Adopted Budget
DIV 15 WASTEWATER COLLECTION 401-2815-536						
DEPARTMENT SUMMARY						
	Personnel Services	951,070	993,192	1,022,644	1,097,613	1,097,613
	Operating Expenses	351,098	417,565	445,246	444,372	441,237
	Capital Outlay	16,131	-	20,000	-	-
	Nonoperating Expenses	186,617	209,286	209,286	334,636	334,636
	TOTAL	\$ 1,504,916	\$ 1,620,043	\$ 1,697,176	\$ 1,876,621	\$ 1,873,486
	Estimated as % of Budget			104.8%		
12-10	REGULAR SALARIES/WAGES	569,522	600,547	564,547	659,646	659,646
14-10	OVERTIME	37,902	42,500	65,000	65,000	65,000
15-12	CELL PHONE ALLOWANCE	-	-	-	-	-
15-13	SHOE ALLOWANCE	1,623	1,623	1,623	1,770	1,770
15-20	CAR ALLOWANCE	3,600	2,900	3,600	1,800	1,800
21-10	NEW PERSONNEL/RECLASS	-	-	40,594	-	-
21-10	EMPLOYER FICA	46,379	48,838	43,438	49,396	49,396
22-10	GENERAL EMPLOYEES PENSION	155,374	176,908	176,908	191,426	191,426
23-10	LIFE INSURANCE	676	477	302	221	221
23-20	DISABILITY INSURANCE	2,069	3,820	2,220	2,525	2,525
23-30	HEALTH INSURANCE	119,956	99,224	99,224	118,531	118,531
23-32	CIGNA HSA	8,250	-	8,875	-	-
23-34	HSA	-	9,375	9,333	-	-
23-40	DENTAL INSURANCE	5,106	6,232	6,232	6,504	6,504
23-50	VISION INSURANCE	613	748	748	794	794
	SUB-TOTAL Personnel Services	\$ 951,070	\$ 993,192	\$ 1,022,644	\$ 1,097,613	\$ 1,097,613
40-12	BUSINESS MEETINGS	-	150	-	-	-
41-15	CELLULAR PHONE/BEEPER	4,441	4,860	4,860	4,860	4,860
44-30	EQUIPMENT RENTAL	-	2,000	2,000	2,000	2,000
46-20	EQUIPMENT MAINTENANCE	4,003	4,000	4,000	4,000	4,000
46-30	VEHICLE MAINT-GARAGE	110,464	102,766	102,766	89,540	89,540
46-42	SEWER MAIN REPAIRS	54,642	118,000	118,000	118,000	118,000
46-91	SOFTWARE MAINTENANCE	-	14,000	13,000	13,000	13,000
49-09	INS CHGS-WORKERS COMP	26,995	27,162	27,162	32,805	29,670
49-10	WAREHOUSE SERVICE CHG	6,730	7,458	7,458	7,267	7,267
49-17	OTHER CONTRACTUAL SRVS	74,364	36,700	80,000	80,000	80,000
49-40	LABORATORY TESTS	-	-	-	2,400	2,400
49-41	LICENSES, FEES & PERMITS	10,714	14,800	11,500	15,000	15,000
52-01	SUPPLIES	467	2,000	2,000	2,000	2,000
52-20	OPR EQUIPMENT <\$750	578	1,000	1,000	1,000	1,000
52-23	SAFETY CLOTHING/EQUIP	4,089	7,000	7,000	7,000	7,000
52-27	HARDWARE/TOOLS	4,442	3,500	3,500	3,500	3,500
52-32	SEWER MAIN SUPPLIES	37,249	53,169	40,000	40,000	40,000
52-75	EQUIP PARTS/SUPPLIES	8,353	10,000	10,000	10,000	10,000
53-11	TRAFFIC/STREET SIGNS	770	2,000	2,000	2,000	2,000
54-30	TRAINING	2,797	7,000	9,000	10,000	10,000
	SUB- TOTAL Operating Expenses	\$ 351,098	\$ 417,565	\$ 445,246	\$ 444,372	\$ 441,237
64-02	GENERAL EQUIPMENT	16,131	-	20,000	-	-
	SUB- TOTAL Capital Outlay	16,131	-	20,000	-	-
	SUBTOTAL	\$ 1,318,299	\$ 1,410,757	\$ 1,487,890	\$ 1,541,985	\$ 1,538,850
91-30	TRANSFER TO VEH SRV FUND	186,617	209,286	209,286	334,636	334,636
	DEPARTMENT TOTAL	\$ 1,504,916	\$ 1,620,043	\$ 1,697,176	\$ 1,876,621	\$ 1,873,486



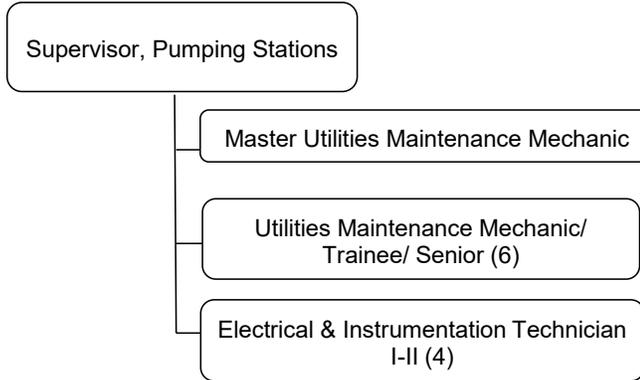
ORGANIZATIONAL CHART

DEPARTMENT: Utilities

FUND: 401

DIVISION: Wastewater Pumping Stations

DEPT. NO.: 2816



PERSONNEL ALLOCATION

DEPARTMENT: Utilities

FUND: 401

DIVISION: Pumping Stations

DEPT. NO.: 2816

Position Title	Position Number	Pay Grade	2017/18 Actual	2018/19 Actual	2019/20 Inc/(Dec)	2019/20 Requested	2019/20 Adopted
Full-Time Positions:							
Supervisor, Pumping Stations	44019	26	0.0	1.0	0.0	1.0	1.0
Assistant Supervisor, Utilities	44020	20	1.0	0.0	0.0	0.0	0.0
E/I Tech Career Track Personnel			4.0	4.0	0.0	4.0	4.0
Electrical/Instrumentation Tech I		18	*	*	*	*	*
Electrical/Instrumentation Tech II		20	*	*	*	*	*
Control Systems Technician		22	*	*	*	*	*
Chief Electrician	81230	20	0.0	0.0	0.0	0.0	0.0
Master Electrician	81230	18	0.0	0.0	0.0	0.0	0.0
Electrician, Senior	81231	16	0.0	0.0	0.0	0.0	0.0
Mechanic Career Path			0.0	7.0	0.0	7.0	7.0
Utilities Master Mechanic		20	0.0	*	0.0	*	*
Utilities Maintenance Mechanic, Senior	81321	17	3.0	*	0.0	*	*
Utilities Maintenance Mechanic	81311	13	4.0	*	0.0	*	*
Utilities Maintenance Mechanic Trainee	81301	11	0.0	*	0.0	*	*
Total Personnel:			<u>12.0</u>	<u>12.0</u>	<u>0.00</u>	<u>12.0</u>	<u>12.0</u>



DETAIL EXPENDITURES

	ACCOUNT	2017/2018 Actual Expense	2018/2019 Amended Budget	2018/2019 Estimated Expenditures	2019/2020 Department Request	2019/2020 Adopted Budget
DIV 16	WASTEWATER PUMPING STATION 401-2816-536					
	DEPARTMENT SUMMARY					
	Personnel Services	957,998	1,156,334	1,160,934	1,089,307	1,089,307
	Operating Expenses	1,259,455	1,444,155	1,435,235	1,441,639	1,402,452
	Capital Outlay	2,960	30,000	30,000	30,000	30,000
	Nonoperating Expenses	215,562	231,336	231,336	128,172	128,172
	TOTAL	\$ 2,435,975	\$ 2,861,825	\$ 2,857,505	\$ 2,689,118	\$ 2,649,931
	Estimated as % of Budget			99.8%		
12-10	REGULAR SALARIES/WAGES	575,971	728,152	714,152	696,314	696,314
14-10	OVERTIME	61,355	65,000	90,000	90,000	90,000
15-12	CELL PHONE ALLOWANCE	-	-	-	-	-
15-13	SHOE ALLOWANCE	885	1,233	1,033	1,033	1,033
15-20	CAR ALLOWANCE	-	1,800	1,800	3,600	3,600
21-10	EMPLOYER FICA	46,392	58,049	54,849	53,336	53,336
22-10	GENERAL EMPLOYEES PENSION	195,277	189,458	189,458	144,730	144,730
23-10	LIFE INSURANCE	322	283	283	151	151
23-20	DISABILITY INSURANCE	1,935	4,203	2,803	2,726	2,726
23-30	HEALTH INSURANCE	65,158	93,093	93,093	91,766	91,766
23-32	CIGNA HSA	6,708	-	-	-	-
23-34	HSA	-	8,600	7,000	-	-
23-40	DENTAL INSURANCE	3,567	5,770	5,770	5,036	5,036
23-50	VISION INSURANCE	428	693	693	615	615
	SUB-TOTAL Personnel Services	\$ 957,998	\$ 1,156,334	\$ 1,160,934	\$ 1,089,307	\$ 1,089,307
41-12	BUSINESS MEETINGS	-	4,860	-	-	-
41-15	CELLULAR PHONE/BEEPER	4,741	5,760	5,400	5,940	5,940
43-10	ELECTRIC SERVICE	315,932	350,000	350,000	350,000	350,000
43-20	WATER/SEWER SERVICE	64,502	73,000	70,000	70,000	70,000
43-40	FUEL/PROPANE	2,209	10,000	10,000	10,000	10,000
44-30	EQUIPMENT RENTAL	1	-	1,000	1,000	1,000
46-10	BUILDING REPAIRS	13,318	-	20,000	20,000	20,000
46-20	EQUIPMENT MAINTENANCE	85,230	104,000	75,000	75,000	75,000
46-30	VEHICLE MAINT-GARAGE	62,929	68,444	68,444	61,627	61,627
46-51	LIFT STATION REPAIRS	90,876	31,788	80,000	80,000	80,000
46-91	SOFTWARE MAINTENANCE	1,319	16,100	16,100	11,000	11,000
46-98	GROUNDS MAINTENANCE	17,912	94,962	94,962	95,000	58,000
49-09	INS CHGS-WORKERS COMP	18,821	18,938	18,938	22,873	20,686
49-10	WAREHOUSE SERVICE CHG	31,037	28,891	28,891	28,699	28,699
49-17	OTHER CONTRACTUAL SRVS	60,940	59,100	80,000	90,000	90,000
49-41	LICENSES, FEES & PERMITS	1,375	2,500	2,500	2,500	2,500
52-01	SUPPLIES	10,298	25,000	30,000	30,000	30,000
52-20	OPR EQUIPMENT <\$750	-	1,500	1,500	1,500	1,500
52-23	SAFETY CLOTHING/EQUIP	2,323	2,500	1,500	2,500	2,500
52-24	BLDG SUPPLIES/MATERIALS	-	-	-	-	-
52-27	HARDWARE/TOOLS	1,803	4,500	2,000	4,000	4,000
52-35	PROCESS CHEMICALS	198,577	215,000	200,000	200,000	200,000
52-75	EQUIP PARTS/SUPPLIES	271,674	321,312	275,000	275,000	275,000
52-78	FIRST AID SUPPLIES	-	-	-	-	-
52-79	TRAINING AIDS	6	500	-	-	-
54-30	TRAINING	3,632	5,500	4,000	5,000	5,000
	SUB- TOTAL Operating Expenses	\$ 1,259,455	\$ 1,444,155	\$ 1,435,235	\$ 1,441,639	\$ 1,402,452
64-01	BUILDING IMPROVEMENTS	-	30,000	30,000	30,000	30,000
64-02	GENERAL EQUIPMENT	2,960	-	-	-	-
	SUB- TOTAL Capital Outlay	\$ 2,960	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000
	SUBTOTAL	\$ 2,220,413	\$ 2,630,489	\$ 2,626,169	\$ 2,560,946	\$ 2,521,759
91-30	TRANSFER TO VEH SRV FUND	215,562	231,336	231,336	128,172	128,172
	DEPARTMENT TOTAL	\$ 2,435,975	\$ 2,861,825	\$ 2,857,505	\$ 2,689,118	\$ 2,649,931



DETAIL EXPENDITURES

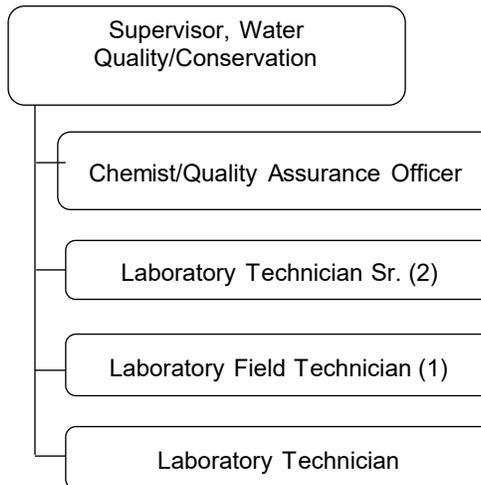
	ACCOUNT	2017/2018 Actual Expense	2018/2019 Amended Budget	2018/2019 Estimated Expenditures	2019/2020 Department Request	2019/2020 Adopted Budget
DIV 17 SEWAGE TREATMENT 401-2817-536						
	DEPARTMENT SUMMARY					
	Operating Expenses	4,129,069	4,756,000	4,856,000	4,953,120	4,953,120
	Nonoperating Expenses	-	-	-	-	-
	TOTAL	\$ 4,129,069	\$ 4,756,000	\$ 4,856,000	\$ 4,953,120	\$ 4,953,120
	Estimated as % of Budget			102.1%		
34-80	SHARED WASTEWATER TRTMT	3,407,858	3,891,000	3,991,000	4,070,820	4,070,820
34-81	REUSE CHARGES	171,211	265,000	265,000	270,300	270,300
49-70	REGIONAL PLANT	550,000	600,000	600,000	612,000	612,000
09-99	RESERVES	-	-	-	-	-
	SUB-TOTAL Operating Expenses	\$ 4,129,069	\$ 4,756,000	\$ 4,856,000	\$ 4,953,120	\$ 4,953,120
DEPARTMENT TOTAL		\$ 4,129,069	\$ 4,756,000	\$ 4,856,000	\$ 4,953,120	\$ 4,953,120



ORGANIZATIONAL CHART

DEPARTMENT: Utilities
DIVISION: Water Quality

FUND: 401
DEPT. NO.: 2819



PERSONNEL ALLOCATION

DEPARTMENT: Utilities
DIVISION: Water Quality

FUND: 401
DEPT. NO.: 2819

Position Title	Position Number	Pay Grade	2017/18 Actual	2018/19 Actual	2019/20 Inc/(Dec)	2019/20 Requested	2019/20 Adopted
Full-Time Positions:							
Supervisor, Water Quality	46029	27	1.0	1.0	0.0	1.0	1.0
Chemist/Quality Assurance Officer	46202	20	1.0	1.0	0.0	1.0	1.0
Laboratory Technician, Senior	46232	14	2.0	2.0	0.0	2.0	2.0
Laboratory Technician	46212	12	1.0	1.0	0.0	1.0	1.0
Laboratory Field Technician	46222	9	1.0	1.0	0.0	1.0	1.0
Total Personnel:			<u>6.0</u>	<u>6.0</u>	<u>0.0</u>	<u>6.0</u>	<u>6.0</u>



DETAIL EXPENDITURES

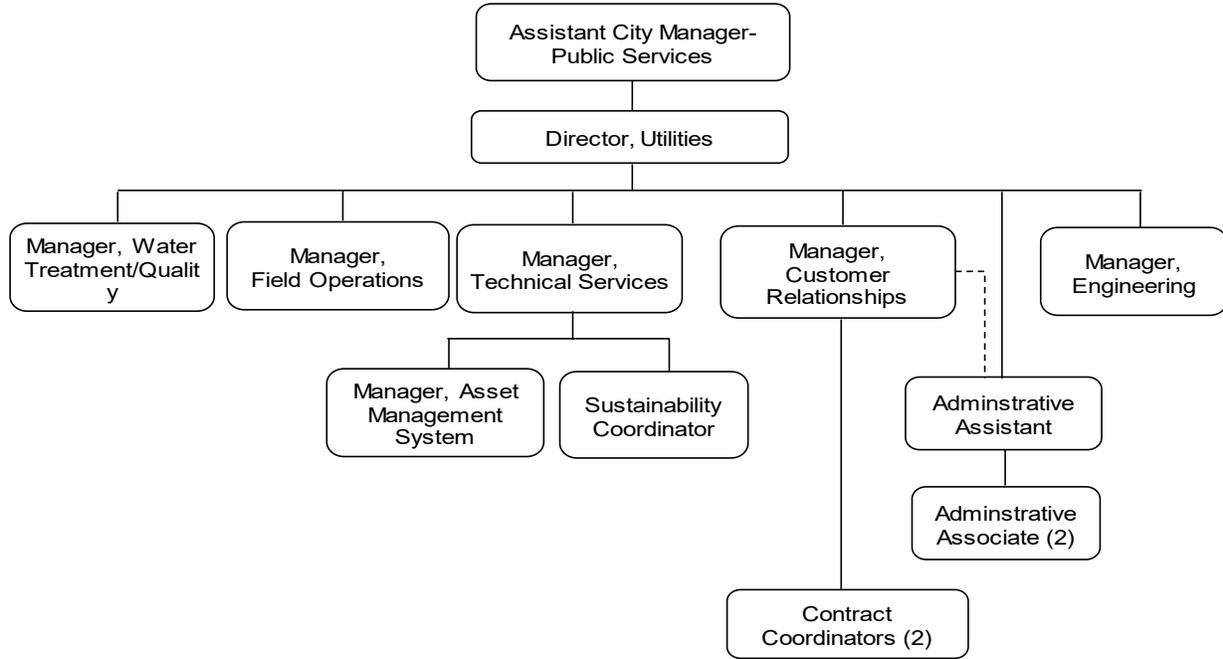
	ACCOUNT	2017/2018 Actual Expense	2018/2019 Amended Budget	2018/2019 Estimated Expenditures	2019/2020 Department Request	2019/2020 Adopted Budget
DIV 19 WATER QUALITY 401-2819-536						
	DEPARTMENT SUMMARY					
	Personnel Services	432,294	470,491	472,441	475,699	475,699
	Operating Expenses	152,556	163,054	162,154	200,677	199,617
	Capital Outlay	1,545	6,700	6,700	-	-
	Nonoperating Expenses	4,266	4,401	4,401	4,843	4,843
	TOTAL	\$ 590,661	\$ 644,646	\$ 645,696	\$ 681,219	\$ 680,159
	Estimated as % of Budget			100.2%		
12-10	REGULAR SALARIES/WAGES	269,226	295,168	298,343	302,969	302,969
14-10	OVERTIME	1,916	4,000	4,000	4,000	4,000
15-13	SHOE ALLOWANCE	443	619	444	296	296
15-20	CAR ALLOWANCE	300	1,000	1,050	-	-
21-10	EMPLOYER FICA	20,438	22,857	22,857	23,200	23,200
22-10	GENERAL EMPLOYEES PENSION	72,244	93,158	93,158	95,164	95,164
23-10	LIFE INSURANCE	351	274	274	176	176
23-20	DISABILITY INSURANCE	878	1,518	1,168	1,186	1,186
23-30	HEALTH INSURANCE	60,898	44,294	44,294	45,883	45,883
23-32	CIGNA HSA	3,250	-	-	-	-
23-34	HSA	-	4,500	3,750	-	-
23-40	DENTAL INSURANCE	2,098	2,770	2,770	2,518	2,518
23-50	VISION INSURANCE	252	333	333	307	307
	SUB-TOTAL Personnel Services	\$ 432,294	\$ 470,491	\$ 472,441	\$ 475,699	\$ 475,699
34-54	DISP OF HAZARDOUS MATLS	2,420	2,500	2,500	2,500	2,500
41-12	POSTAGE	-	13,000	13,000	13,000	13,000
41-15	CELLULAR PHONE/BEEPER	1,051	1,200	1,200	1,200	1,200
46-20	EQUIPMENT MAINTENANCE	4,741	12,000	7,000	20,000	20,000
46-30	VEHICLE MAINT-GARAGE	5,984	5,386	4,486	3,930	3,930
46-91	SOFTWARE MAINTENANCE	-	900	900	900	900
47-10	PRINTING & BINDING	27,320	19,000	20,000	20,000	20,000
49-09	INS CHGS-WORKERS COMP	9,129	9,186	9,186	11,094	10,034
49-10	WAREHOUSE SERVICE CHG	324	382	382	303	303
49-17	OTHER CONTRACTUAL SRVS	10,605	13,000	12,000	12,000	12,000
49-40	LABORATORY TESTS	22,888	26,000	26,000	30,000	30,000
49-41	LICENSES, FEES & PERMITS	2,000	7,500	7,500	3,000	3,000
52-01	SUPPLIES	399	1,000	1,000	1,000	1,000
52-20	OPR EQUIPMENT <\$750	-	-	-	-	-
52-21	CHEMICALS	42,971	42,000	43,000	48,000	48,000
52-23	SAFETY CLOTHING/EQUIP	122	500	500	500	500
52-31	WATER MAIN SUPPLIES	12,990	-	4,000	22,750	22,750
52-75	EQUIP PARTS/SUPPLIES	7,090	5,000	5,000	6,000	6,000
54-30	TRAINING	2,522	4,500	4,500	4,500	4,500
	SUB- TOTAL Operating Expenses	\$ 152,556	\$ 163,054	\$ 162,154	\$ 200,677	\$ 199,617
64-02	GENERAL EQUIPMENT	1,545	6,700	6,700	-	-
	SUB- TOTAL Capital Outlay	\$ 1,545	\$ 6,700	\$ 6,700	\$ -	\$ -
	SUBTOTAL	\$ 586,395	\$ 640,245	\$ 641,295	\$ 676,376	\$ 675,316
91-30	TRANSFER TO VEH SRV FUND	4,266	4,401	4,401	4,843	4,843
	DEPARTMENT TOTAL	\$ 590,661	\$ 644,646	\$ 645,696	\$ 681,219	\$ 680,159



ORGANIZATIONAL CHART

DEPARTMENT: Utilities
 DIVISION: Utilities Administration

FUND: 401
 DEPT. NO.: 2821



PERSONNEL ALLOCATION

DEPARTMENT: Utilities
 DIVISION: Utilities Administration

FUND: 401
 DEPT. NO.: 2821

Position Title	Position Number	Pay Grade	2017/18 Actual	2018/19 Actual	2019/20 Inc/(Dec)	2019/20 Requested	2019/20 Adopted
Full-Time Positions:							
Assistant City Manager - Public Services	01159	46	1.0	1.0	0.0	1.0	1.0
Assistant City Manager - Public Services	01149	46	0.25	0.25	0.0	0.25	0.25
Director, Utilities	48019	45	1.0	1.0	0.0	1.0	1.0
Manager, Technical Services	48139	39	1.0	1.0	0.0	1.0	1.0
Manager, Engineering	48129	37	1.0	1.0	0.0	1.0	1.0
Manager, Water Treatment/Quality	48119	37	1.0	1.0	0.0	1.0	1.0
Manager, Field Operations	48099	37	1.0	1.0	0.0	1.0	1.0
Engineering Technician	70272	18	0.0	0.0	0.0	0.0	0.0
Manager, Asset Management System	48169	30	1.0	1.0	0.0	1.0	1.0
Manager, Customer Relationships	48069	36	1.0	1.0	0.0	1.0	1.0
Contract Coordinator	70119	14	0.0	2.0	0.0	2.0	2.0
Sustainability Coordinator	48149	30	1.0	1.0	0.0	1.0	1.0
Administrative Assistant*	48010	14	0.0	0.0	1.0	1.0	1.0
Administrative Associate**	00370	10	0.0	0.0	2.0	2.0	2.0
Total Personnel:			9.25	11.25	3.00	14.25	14.25

* Position moved from Division 2811

** 1 Position moved from Division 2810 - 1 new position



DETAIL EXPENDITURES

	ACCOUNT	2017/2018 Actual Expense	2018/2019 Amended Budget	2018/2019 Estimated Expenditures	2019/2020 Department Request	2019/2020 Adopted Budget
DIV 21 UTILITY ADMINISTRATION 401-2821-536						
DEPARTMENT SUMMARY						
	Personnel Services	1,245,369	1,458,621	1,419,421	1,646,010	1,646,010
	Operating Expenses	1,917,038	2,048,753	1,969,489	2,302,752	2,138,732
	Capital Outlay	112,869	39,916	31,782	115,000	131,000
	Nonoperating Expenses	13,515,766	13,833,971	14,667,381	15,188,161	15,222,161
	TOTAL	\$ 16,791,042	\$ 17,381,261	\$ 18,088,073	\$ 19,251,923	\$ 19,137,903
	Estimated as % of Budget			104.1%		
12-10	REGULAR SALARIES/WAGES	793,936	993,203	965,203	1,106,666	1,106,666
14-10	OVERTIME	-	300	300	300	300
15-12	CELL PHONE ALLOWANCE	882	630	630	630	630
15-20	CAR ALLOWANCE	19,050	30,400	23,400	34,500	34,500
19-99	NEW PERSONNEL/RECLASS	-	-	-	47,191	47,191
21-10	EMPLOYER FICA	57,912	73,373	73,373	83,550	83,550
22-10	GENERAL EMPLOYEES PENSION	261,396	268,284	268,284	264,793	264,793
23-10	LIFE INSURANCE	2,034	829	829	520	520
23-11	LIFE INSURANCE-RETIRES	-	200	200	-	-
23-20	DISABILITY INSURANCE	3,139	6,368	3,868	4,403	4,403
23-30	HEALTH INSURANCE	95,264	69,380	69,380	93,678	93,678
23-32	CIGNA HSA	6,188	-	-	-	-
23-34	HSA	-	6,388	4,688	-	-
23-40	DENTAL INSURANCE	3,252	3,809	3,809	4,151	4,151
23-50	VISION INSURANCE	391	457	457	628	628
25-10	UNEMPLOYMENT	1,925	5,000	5,000	5,000	5,000
	SUB-TOTAL Personnel Services	\$ 1,245,369	\$ 1,458,621	\$ 1,419,421	\$ 1,646,010	\$ 1,646,010
31-90	OTHER PROFESSIONAL SRVS	68,090	77,250	77,250	78,000	78,000
32-10	AUDIT FEE	35,531	36,737	36,737	36,737	36,737
41-15	CELLULAR PHONE/BEEPER	4,012	6,140	3,690	4,770	4,770
43-30	GARBAGE FEES/ROLL OFFS	1,180	4,500	4,500	4,500	4,500
44-31	COPY MACHINE RENTAL	6,746	7,300	6,700	6,700	6,700
46-10	BUILDING REPAIRS	399	15,000	10,000	10,000	10,000
46-20	EQUIPMENT MAINTENANCE	-	27,074	24,000	26,500	26,500
52-27	VEHICLE MAINT-GARAGE	2,395	4,140	2,640	2,918	2,918
46-30	REUSE MAINTENANCE	7,874	3,000	3,000	3,000	3,000
46-91	SOFTWARE MAINTENANCE	201,460	217,647	177,847	191,760	191,760
47-10	PRINTING & BINDING	25	-	-	-	-
49-08	INS CHGS-AUTO/PROP/LIAB	1,336,359	1,368,421	1,368,421	1,673,803	1,513,819
49-09	INS CHGS-WORKERS COMP	34,753	34,953	34,963	42,240	38,204
49-10	WAREHOUSE SERVICE CHG	7,775	7,781	7,781	7,274	7,274
49-17	OTHER CONTRACTUAL SRVS	78,939	131,450	115,000	115,000	115,000
49-41	LICENSES, FEES & PERMITS	2,775	6,550	15,000	15,000	15,000
51-10	OFFICE SUPPLIES	15,312	17,000	12,000	12,500	12,500
51-25	COMPUTER SFTWRE <\$750	17,919	-	5,000	5,000	5,000
52-01	SUPPLIES	3,367	1,100	1,000	1,000	1,000
52-20	OPR EQUIPMENT <\$750	25,248	13,800	13,000	14,000	14,000
52-22	UNIFORMS	20,723	25,000	18,000	19,000	19,000
52-23	SAFETY CLOTHING/EQUIP	930	300	300	300	300
52-24	BLDG SUPPLIES/MATERIALS	1,069	1,750	1,000	1,000	1,000
52-27	HARDWARE/TOOLS	195	-	-	-	-
52-36	WATER REUSE MAIN SUPPLIES	5,378	13,410	6,410	6,500	6,500
52-75	EQUIP PARTS/SUPPLIES	1,190	2,500	2,500	2,500	2,500
52-85	FOOD SUPPLIES	182	250	250	250	250
54-20	MEMBERSHIPS	7,656	7,500	7,500	7,500	7,500
54-30	TRAINING	29,556	18,200	15,000	15,000	15,000
	SUB- TOTAL Operating Expenses	\$ 1,917,038	\$ 2,048,753	\$ 1,969,489	\$ 2,302,752	\$ 2,138,732
62-01	BUILDING IMPROVEMENTS	4,590	1,200	1,155	-	-
64-02	GENERAL EQUIPMENT	900	2,900	1,008	-	-
64-14	COMPUTER SOFTWARE	32,750	8,000	3,350	40,000	56,000
64-15	COMPUTER EQUIPMENT	74,629	27,816	26,269	75,000	75,000
	SUB- TOTAL Capital Outlay	\$ 112,869	\$ 39,916	\$ 31,782	\$ 115,000	\$ 131,000
	SUBTOTAL	\$ 3,275,276	\$ 3,547,290	\$ 3,420,692	\$ 4,063,762	\$ 3,915,742
91-01	TRANSFER TO GENERAL FUND	3,500,000	3,750,000	3,750,000	3,990,000	4,000,000
91-02	TRANSFER TO SELF INS/W.C.	123,720	123,870	123,870	123,870	123,870
91-13	TRANSFER TO GF-DIRCT OVHD	2,867,000	2,850,000	2,850,000	3,010,000	3,050,000
91-30	TRANSFER TO VEH SRV FUND	11,031	11,212	11,212	11,791	11,791
91-38	TRANSFER TO W/S REN/REPL	7,000,000	7,000,000	7,000,000	7,000,000	7,000,000
95-43	CONSERVATION FUND	14,015	23,300	50,000	67,500	67,500
95-44	SUSTAINABILITY FUND	-	-	-	85,000	85,000
95-60	UNCOLLECTIBLE EXPENSE	-	24,000	-	-	-
99-03	RSV. FOR FUTURE APPROP.	-	51,589	882,299	900,000	884,000
	DEPARTMENT TOTAL	\$ 16,791,042	\$ 17,381,261	\$ 18,088,073	\$ 19,251,923	\$ 19,137,903



DETAIL EXPENDITURES

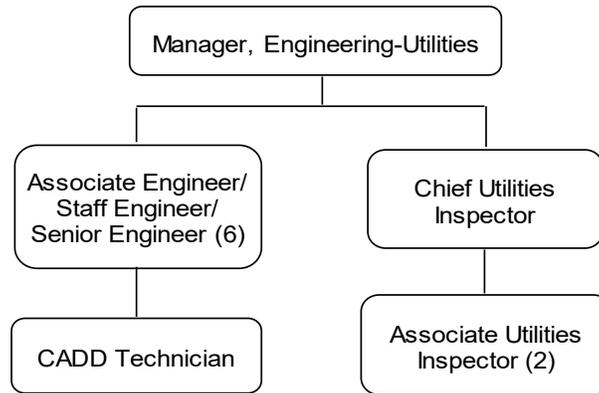
	ACCOUNT	2017/2018 Actual Expense	2018/2019 Amended Budget	2018/2019 Estimated Expenditures	2019/2020 Department Request	2019/2020 Adopted Budget
DIV 22 GENERAL ADMINISTRATION 401-2822-536						
	DEPARTMENT SUMMARY					
	Personnel Services	-	-	-	-	-
	Operating Expenses	-	-	-	-	-
	Capital Outlay	-	-	-	-	-
	Nonoperating Expenses	12,709,643	-	-	-	-
	TOTAL	\$ 12,709,643	\$ -	\$ -	\$ -	\$ -
	Estimated as % of Budget					
23-11	LIFE INSURANCE-RETIREES	-	-	-	-	-
	SUB-TOTAL Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
49-08	INS CHGS-AUTO/PROP/LIAB	-	-	-	-	-
52-36	WATER REUSE MAIN SUPPLIES	-	-	-	-	-
	SUB- TOTAL Operating Expenses	\$ -	\$ -	\$ -	\$ -	\$ -
63-12	LARGE METERS	-	-	-	-	-
	SUB- TOTAL Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -
	SUBTOTAL	\$ -	\$ -	\$ -	\$ -	\$ -
95-40	DEPRECIATION EXPENSE	12,540,653	-	-	-	-
95-60	UNCOLLECTIBLE EXPENSE	-	-	-	-	-
99-02	NON-BUDGETED EXPENSE	168,990	-	-	-	-
	SUB- TOTAL Nonoperating Exps.	\$ 12,709,643	\$ -	\$ -	\$ -	\$ -
	DEPARTMENT TOTAL	\$ 12,709,643	\$ -	\$ -	\$ -	\$ -



ORGANIZATIONAL CHART

DEPARTMENT: Utilities
 DIVISION: Utilities Engineering

FUND: 401
 DEPT. NO.: 2823



PERSONNEL ALLOCATION

DEPARTMENT: Utilities
 DIVISION: Engineering

FUND: 401
 DEPT. NO.: 2823

Position Title	Position Number	Pay Grade	2017/18 Actual	2018/19 Actual	2019/20 Inc/(Dec)	2019/20 Requested	2019/20 Adopted
Full-Time Positions:							
Contractor Coordinator	70119	14	2.0	0.0	0.0	0.0	0.0
Engineering Career Path Positions *			5.0	6.0	0.0	6.0	6.0
Associate Engineer - Utilities		24	*	*	*	*	*
Staff Engineer - Utilities		26	*	*	*	*	*
Senior Engineer - Utilities		30	*	*	*	*	*
CADD Technician/Design Supervisor	70059	15	1.0	1.0	0.0	1.0	1.0
Chief Utilities Inspector	70212	18	1.0	1.0		1.0	1.0
Associate Utilities Inspector	48222	18	2.0	2.0	0.0	2.0	2.0
Career Path Utility Field Technician I-IV **			4.0	3.0	(3.0)	0.0	0.0
Utility Field Technician I		7	*	*	*	*	*
Utility Field Technician II		9	*	*	*	*	*
Utility Field Technician III		12	*	*	*	*	*
Utility Field Technician IV		16	*	*	*	*	*
Total Personnel:			15.0	13.0	(3.0)	10.0	10.0

* An unspecified number of Associate, staff & Senior Engineers not to exceed 6
 ** 1 UFT position moved to each of the following divisions 2810, 2815 & 2824
 + Contract Coordinator grade change 14 to 16



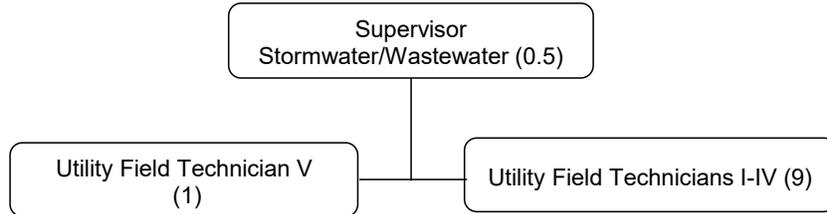
DETAIL EXPENDITURES

	ACCOUNT	2017/2018 Actual Expense	2018/2019 Amended Budget	2018/2019 Estimated Expenditures	2019/2020 Department Request	2019/2020 Adopted Budget
DIV 23 UTILITIES ENGINEERING 401-2823-536						
	DEPARTMENT SUMMARY					
	Personnel Services	1,303,488	1,394,534	1,394,534	1,282,436	1,282,436
	Operating Expenses	72,404	103,519	103,719	104,584	104,407
	Capital Outlay	-	5,500	5,500	-	-
	Nonoperating Expenses	19,399	19,669	19,669	24,247	24,247
	TOTAL	\$ 1,395,291	\$ 1,523,222	\$ 1,523,422	\$ 1,411,267	\$ 1,411,090
	Estimated as % of Budget			100.0%		
12-10	REGULAR SALARIES/WAGES	824,929	867,063	867,063	804,761	804,761
14-10	OVERTIME	22,901	30,000	30,000	30,000	30,000
15-13	SHOE ALLOWANCE	738	1,033	1,033	739	739
15-20	CAR ALLOWANCE	1,500	6,600	3,600	7,200	7,200
19-99	NEW PERSONNEL/RECLASS	-	7,574	14,524	11,861	11,861
21-10	EMPLOYER FICA	62,529	66,685	66,685	61,621	61,621
22-10	GENERAL EMPLOYEES PENSION	261,425	280,062	280,062	257,406	257,406
23-10	LIFE INSURANCE	919	442	292	164	164
23-20	DISABILITY INSURANCE	2,399	5,208	3,408	3,150	3,150
23-30	HEALTH INSURANCE	106,275	110,360	110,360	99,413	99,413
23-32	CIGNA HSA	13,156	-	-	-	-
23-34	HSA	-	11,750	9,750	-	-
23-40	DENTAL INSURANCE	5,997	6,925	6,925	5,455	5,455
23-50	VISION INSURANCE	720	832	832	666	666
	SUB-TOTAL Personnel Services	\$ 1,303,488	\$ 1,394,534	\$ 1,394,534	\$ 1,282,436	\$ 1,282,436
31-90	OTHER PROFESSIONAL SRVS	15,400	37,000	40,000	40,000	40,000
40-12	BUSINESS MEETINGS	-	1,000	1,000	1,000	1,000
41-15	CELLULAR PHONE/BEEPER	6,238	6,480	6,480	6,480	6,480
46-30	VEHICLE MAINT-GARAGE	25,688	25,287	25,287	23,594	23,594
46-91	SOFTWARE MAINTENANCE	4,888	9,600	9,600	9,600	9,600
47-10	PRINTING & BINDING	90	100	100	100	100
49-09	INS CHGS-WORKERS COMP	1,532	1,545	1,545	1,860	1,683
49-10	WAREHOUSE SERVICE CHG	963	1,007	1,007	1,150	1,150
49-17	OTHER CONTRACTUAL SRVS	525	1,000	1,000	1,000	1,000
49-41	LICENSES, FEES & PERMITS	475	1,000	1,000	1,000	1,000
52-01	SUPPLIES	7,815	4,000	4,000	6,000	6,000
52-20	OPR EQUIPMENT <\$750	-	2,000	2,000	2,000	2,000
52-23	SAFETY CLOTHING/EQUIP	368	500	500	500	500
52-27	HARDWARE/TOOLS	948	2,000	2,000	2,000	2,000
52-75	EQUIP PARTS/SUPPLIES	480	1,000	1,000	1,000	1,000
52-85	FOOD SUPPLIES	155	-	200	300	300
54-30	TRAINING	6,839	10,000	7,000	7,000	7,000
	SUB- TOTAL Operating Expenses	\$ 72,404	\$ 103,519	\$ 103,719	\$ 104,584	\$ 104,407
64-02	GENERAL EQUIPMENT	-	5,500	5,500	-	-
	SUB- TOTAL Capital Outlay	\$ -	\$ 5,500	\$ 5,500	\$ -	\$ -
	SUBTOTAL	\$ 1,375,892	\$ 1,503,553	\$ 1,503,753	\$ 1,387,020	\$ 1,386,843
91-30	TRANSFER TO VEH SRV FUND	19,399	19,669	19,669	24,247	24,247
	DEPARTMENT TOTAL	\$ 1,395,291	\$ 1,523,222	\$ 1,523,422	\$ 1,411,267	\$ 1,411,090



ORGANIZATIONAL CHART

DEPARTMENT: Utilities	FUND: 401
DIVISION: Stormwater Utilities	DEPT. NO.: 2824



PERSONNEL ALLOCATION

DEPARTMENT: Utilities	FUND: 401
DIVISION: Stormwater Utilities	DEPT. NO.: 2824

Position Title	Position Number	Pay Grade	2017/18 Actual	2018/19 Actual	2019/20 Inc/(Dec)	2019/20 Requested	2019/20 Adopted
Full-Time Positions:							
Supervisor, Wastewater/Pumping Stations	44019	26	0.0	0.5	0.0	0.5	0.5
Utility Field Technician V	44060	20	1.0	1.0	0.0	1.0	1.0
Career Path Utility Field Technician I-IV			7.0	8.0	1.0	9.0	9.0
Utility Field Technician I	40011	7	*	*	*	*	*
Utility Field Technician II	40021	9	*	*	*	*	*
Utility Field Technician III	40031	12	*	*	*	*	*
Utility Field Technician IV	40041	16	*	*	*	*	*
Total Personnel:			8.0	9.5	1.0	10.5	10.5



DETAIL EXPENDITURES

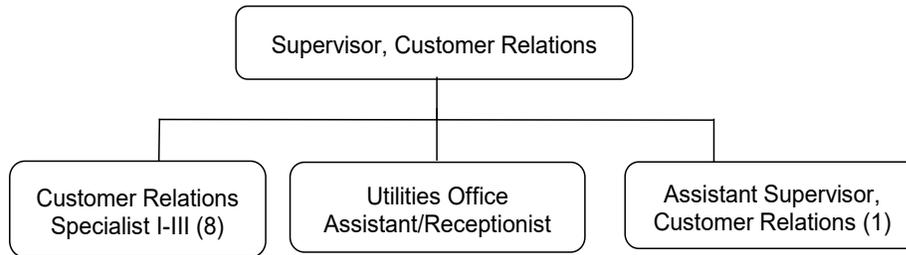
	ACCOUNT	2017/2018 Actual Expense	2018/2019 Amended Budget	2018/2019 Estimated Expenditures	2019/2020 Department Request	2019/2020 Adopted Budget
DIV 24 STORMWATER MAINTENANCE 401-2824-536						
	DEPARTMENT SUMMARY					
	Personnel Services	589,355	601,211	606,148	619,933	619,933
	Operating Expenses	251,136	350,369	386,019	382,227	380,936
	Capital Outlay	1,962	-	-	130,000	130,000
	Nonoperating Expenses	261,109	287,316	287,316	291,983	291,983
	TOTAL	\$ 1,103,562	\$ 1,238,896	\$ 1,279,483	\$ 1,424,143	\$ 1,422,852
	Estimated as % of Budget			103.3%		
12-10	REGULAR SALARIES/WAGES	345,060	350,675	350,675	398,482	398,482
14-10	OVERTIME	11,805	20,000	20,000	20,000	20,000
15-13	SHOE ALLOWANCE	1,033	1,182	1,182	1,331	1,331
15-20	CAR ALLOWANCE	-	1,000	-	1,800	1,800
19-99	NEW PERSONNEL/RECLASS	-	40,594	40,594	-	-
21-10	EMPLOYER FICA	27,572	26,917	26,917	28,066	28,066
22-10	GENERAL EMPLOYEES PENSION	95,859	92,615	92,615	95,645	95,645
23-10	LIFE INSURANCE	195	156	156	113	113
23-20	DISABILITY INSURANCE	944	2,126	1,376	1,434	1,434
23-30	HEALTH INSURANCE	98,230	57,184	60,184	68,824	68,824
23-32	CIGNA HSA	5,250	-	3,875	-	-
23-50	HSA	-	4,625	4,437	-	-
23-40	DENTAL INSURANCE	3,042	3,693	3,693	3,777	3,777
23-50	VISION INSURANCE	365	444	444	461	461
	SUB-TOTAL Personnel Services	\$ 589,355	\$ 601,211	\$ 606,148	\$ 619,933	\$ 619,933
41-15	CELLULAR PHONE/BEEPER	3,090	3,300	2,700	2,700	2,700
43-10	ELECTRIC SERVICE	2,285	3,500	3,000	3,000	3,000
43-20	WATER/SEWER SERVICE	3,500	4,800	5,000	5,000	5,000
44-30	EQUIPMENT RENTAL	1,944	1,500	1,500	1,500	1,500
46-20	EQUIPMENT MAINTENANCE	249	500	500	500	500
46-30	VEHICLE MAINT-GARAGE	97,345	74,199	90,749	83,935	83,935
46-44	STORM DRAIN REPAIRS	19,289	25,000	25,000	25,000	25,000
46-91	SOFTWARE MAINTENANCE	-	6,400	6,400	6,400	6,400
46-98	GROUNDS MAINTENANCE	5,960	91,719	81,719	81,719	81,719
49-09	INS CHGS-WORKERS COMP	11,117	11,186	11,186	13,510	12,219
49-10	WAREHOUSE SERVICE CHG	1,940	2,890	2,890	3,088	3,088
49-17	OTHER CONTRACTUAL SRVS	71,361	82,875	102,875	102,875	102,875
49-41	LICENSES, FEES & PERMITS	331	1,000	1,000	1,500	1,500
52-01	SUPPLIES	287	1,000	1,000	1,000	1,000
52-20	OPR EQUIPMENT <\$750	38	500	500	500	500
52-23	SAFETY CLOTHING/EQUIP	2,652	3,000	3,000	3,000	3,000
52-27	HARDWARE/TOOLS	1,662	2,000	2,000	2,000	2,000
52-33	STORM DRAIN SUPPLIES	21,724	25,000	35,000	35,000	35,000
52-75	EQUIP PARTS/SUPPLIES	3,453	3,500	3,500	3,500	3,500
52-85	FOOD SUPPLIES	166	-	-	-	-
53-11	TRAFFIC/STREET SIGNS	-	1,000	1,000	1,000	1,000
54-30	TRAINING	2,743	5,500	5,500	5,500	5,500
	SUB- TOTAL Operating Expenses	\$ 251,136	\$ 350,369	\$ 386,019	\$ 382,227	\$ 380,936
64-02	GENERAL EQUIPMENT	1,962	-	-	-	-
64-33	VEHICLE PURCHASES	-	-	-	130,000	130,000
	SUB- TOTAL Capital Outlay	\$ 1,962	\$ -	\$ -	\$ 130,000	\$ 130,000
	SUBTOTAL	\$ 842,453	\$ 951,580	\$ 992,167	\$ 1,132,160	\$ 1,130,869
91-30	TRANSFER TO VEH SRV FUND	261,109	287,316	287,316	291,983	291,983
	DEPARTMENT TOTAL	\$ 1,103,562	\$ 1,238,896	\$ 1,279,483	\$ 1,424,143	\$ 1,422,852



ORGANIZATIONAL CHART

DEPARTMENT: Utilities
 DIVISION: Customer Relations

FUND: 401
 DEPT. NO.: 2825



PERSONNEL ALLOCATION

DEPARTMENT: Utilities
 DIVISION: Customer Relations

FUND: 401
 DEPT. NO.: 2825

Position Title	Position Number	Pay Grade	2017/18 Actual	2018/19 Actual	2019/20 Inc/(Dec)	2019/20 Requested	2019/20 Adopted
Full-Time Positions:							
Supervisor, Customer Relations	40109	26	1.0	1.0	0.0	1.0	1.0
Assistant Supervisor, Customer Relations	40100	20	0.0	1.0	0.0	1.0	1.0
Customer Relations Assistant IV	44020	20	1.0	0.0	0.0	0.0	0.0
Customer Relations Specialist I -III Career Path			8.0	8.0	0.0	8.0	8.0
Unspecified Personnel							
Customer Relations Specialist III	40122	14	*	*	*	*	*
Customer Relations Specialist II	40112	12	*	*	*	*	*
Customer Relations Specialist I	40102	10	*	*	*	*	*
Utilities Office Assistant/Receptionist	40110	6	1.0	1.0	0.0	1.0	1.0
Total Personnel:			11.0	11.0	0.0	11.0	11.0



DETAIL EXPENDITURES

	ACCOUNT	2017/2018 Actual Expense	2018/2019 Amended Budget	2018/2019 Estimated Expenditures	2019/2020 Department Request	2019/2020 Adopted Budget
DIV 25 CUSTOMER RELATIONS 401-2825-536						
DEPARTMENT SUMMARY						
	Personnel Services	820,837	656,284	658,486	690,905	690,905
	Operating Expenses	364,443	535,527	437,757	429,871	430,803
	Capital Outlay	-	-	-	-	-
	Nonoperating Expenses	-	-	-	-	-
	TOTAL	\$ 1,185,280	\$ 1,191,811	\$ 1,096,243	\$ 1,120,776	\$ 1,121,708
	Estimated as % of Budget			92.0%		
12-10	REGULAR SALARIES/WAGES	498,384	393,604	365,856	433,194	433,194
14-10	OVERTIME	330	650	300	500	500
15-20	CAR ALLOWANCE	1,800	1,800	1,800	1,800	1,800
21-10	EMPLOYER FICA	37,311	29,443	38,143	33,139	33,139
22-10	GENERAL EMPLOYEES PENSION	192,438	156,375	156,375	139,222	139,222
23-10	LIFE INSURANCE	539	293	293	176	176
23-20	DISABILITY INSURANCE	1,678	2,350	1,950	1,694	1,694
23-30	HEALTH INSURANCE	75,069	61,331	83,331	76,472	76,472
23-32	CIGNA HSA	8,000	-	-	-	-
23-34	HSA	-	6,250	4,750	-	-
23-40	DENTAL INSURANCE	4,721	3,578	5,078	4,196	4,196
23-50	VISION INSURANCE	567	610	610	512	512
	SUB-TOTAL Personnel Services	\$ 820,837	\$ 656,284	\$ 658,486	\$ 690,905	\$ 690,905
43-20	WATER/SEWER SERVICE	-	2,000	1,500	1,800	1,800
41-15	CELLULAR PHONE/BEEPER	1,002	1,080	1,080	1,080	1,080
44-42	OFFICE RENTAL	31,400	125,200	94,200	94,200	94,200
44-30	EQUIPMENT RENTAL	8,424	11,000	10,530	4,212	4,212
44-31	COPY MACHINE RENTAL	2,823	1,100	2,500	2,500	2,500
46-30	VEHICLE MAINT-GARAGE	127	71	1,871	-	1,084
46-91	SOFTWARE MAINTENANCE	7,984	3,000	10,000	10,000	10,000
47-10	PRINTING & BINDING	831	1,000	1,000	1,000	1,000
49-09	INS CHGS-WORKERS COMP	1,304	1,312	1,312	1,585	1,433
49-10	WAREHOUSE SERVICE CHG	6,497	4,764	4,764	2,994	2,994
49-14	CREDIT CARD FEES	12,097	7,700	5,000	-	-
49-17	OTHER CONTRACTUAL SRVS	285,069	372,300	296,000	300,000	300,000
51-10	OFFICE SUPPLIES	5,347	4,000	5,000	5,500	5,500
52-20	OPR EQUIPMENT <\$750	750	-	-	-	-
54-30	TRAINING	788	1,000	3,000	5,000	5,000
	SUB- TOTAL Operating Expenses	\$ 364,443	\$ 535,527	\$ 437,757	\$ 429,871	\$ 430,803
64-02	GENERAL EQUIPMENT	-	-	-	-	-
64-14	COMPUTER SOFTWARE	-	-	-	-	-
	SUB- TOTAL Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -
	SUBTOTAL	\$ 1,185,280	\$ 1,191,811	\$ 1,096,243	\$ 1,120,776	\$ 1,121,708
91-30	TRANSFER TO VEH SRV FUND	-	-	-	-	-
	SUB- TOTAL Transfers	\$ -	\$ -	\$ -	\$ -	\$ -
	DEPARTMENT TOTAL	\$ 1,185,280	\$ 1,191,811	\$ 1,096,243	\$ 1,120,776	\$ 1,121,708



DETAIL EXPENDITURES

	ACCOUNT	2017/2018 Actual Expense	2018/2019 Amended Budget	2018/2019 Estimated Expenditures	2019/2020 Department Request	2019/2020 Adopted Budget
DIV 11 DEBT SERVICE 401-3011-517						
	DEPARTMENT SUMMARY					
	Personnel Services	-	-	-	-	-
	Operating Expenses	8,800	10,450	9,000	9,000	9,000
	Capital Outlay	-	-	-	-	-
	Nonoperating Expenses	3,144,273	7,513,750	6,976,750	7,435,383	7,435,383
	TOTAL	\$ 3,153,073	\$ 7,524,200	\$ 6,985,750	\$ 7,444,383	\$ 7,444,383
	Estimated as % of Budget			92.8%		
31-90	OTHER PROFESSIONAL SRVS	8,800	10,450	9,000	9,000	9,000
	SUB-TOTAL Operating Expenses	\$ 8,800	\$ 10,450	\$ 9,000	\$ 9,000	\$ 9,000
71-01	PRINCIPAL PAYMENT	-	3,340,550	3,603,550	4,215,000	4,215,000
72-01	DEBT INTEREST EXPENSE	3,255,319	4,170,200	3,370,200	3,217,383	3,217,383
73-01	FISCAL AGENTS FEE	3,075	3,000	3,000	3,000	3,000
73-02	BOND ISSUANCE EXPENSE	50,576	-	-	-	-
95-30	AMORTIZED INTEREST	(164,697)	-	-	-	-
	SUB- TOTAL Non-Operating Expens	\$ 3,144,273	\$ 7,513,750	\$ 6,976,750	\$ 7,435,383	\$ 7,435,383
64-14	COMPUTER SOFTWARE	-	-	-	-	-
	SUB- TOTAL Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -
	SUBTOTAL	\$ 3,153,073	\$ 7,524,200	\$ 6,985,750	\$ 7,444,383	\$ 7,444,383
95-42	RENEWAL AND REPLACEMENT	-	-	-	-	-
	SUB- TOTAL Transfers	\$ -	\$ -	\$ -	\$ -	\$ -
	DEPARTMENT TOTAL	\$ 3,153,073	\$ 7,524,200	\$ 6,985,750	\$ 7,444,383	\$ 7,444,383



America's Gateway to the Gulfstream



The Solid Waste Fund is the City’s Sanitation Department that serves both residential and commercial accounts inside the City limits per City Code 10-30(c). For FY2019-20, operating revenues are \$11.3M and \$8.7M for operating expenses, while total transfers equal \$2.5M (including a \$1.1M transfer to the General Fund). Lowering the fund transfers and operating expenses will improve net assets (fund balance).

SOLID WASTE FUND (An Enterprise Fund)

	2016-17 Actual	2017-18 Actual	2018-19 Amended Budget	2019-20 Adopted Budget	2020-21 Projected Budget	2021-22 Projected Budget
Net Assets, October 1	\$ (4,192,169)	\$ (4,310,196)	\$ (3,505,864)	\$ (3,279,157)	\$ (3,364,380)	\$ (2,918,287)
Operating Revenues	\$ 11,864,871	\$ 11,921,986	\$ 11,304,700	\$ 11,304,700	\$ 11,643,841 (1)	\$ 11,993,156 (1)
Operating Expenses	\$ (8,424,341)	\$ (8,227,048)	\$ (8,578,574)	\$ (8,793,097)	\$ (8,793,097)	\$ (8,793,097)
Operating Income (Loss)	\$ 3,440,530	\$ 3,694,938	\$ 2,726,126	\$ 2,511,603	\$ 2,850,744	\$ 3,200,059
Nonoperating Revenue	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Nonoperating (Expense)	\$ (21,315)	\$ (79,538)	\$ (70,513)	\$ (70,513)	\$ (73,721)	\$ (73,721)
Restatement GASB 75	\$ -	\$ (432,298)				
Nonoperating (Contra Acct- Capital Credit)	\$ -	\$ 4,346				
Transfers In (To) Other Funds						
Golf Course Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Water & Sewer Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Self Insurance (Risk Mgmt) Fund	\$ (13,573)	\$ (30,930)	\$ (30,930)	\$ (30,930)	\$ (30,930)	\$ (30,930)
Vehicle Service Fund - Fleet Replacement	\$ (1,723,669)	\$ (1,252,186)	\$ (1,297,976)	\$ (1,395,383)	\$ (1,200,000)	\$ (1,200,000)
General Fund	\$ (1,800,000)	\$ (1,100,000)	\$ (1,100,000)	\$ (1,100,000)	\$ (1,100,000)	\$ (1,100,000)
Net Transfers In (To) Other Funds	\$ (3,537,242)	\$ (2,383,116)	\$ (2,428,906)	\$ (2,526,313)	\$ (2,330,930)	\$ (2,330,930)
Increase (Decrease) In Net Assets	\$ (118,027)	\$ 804,332	\$ 226,707	\$ (85,223)	\$ 446,093	\$ 795,408
Net Assets, September 30	\$ (4,310,196)	\$ (3,505,864)	\$ (3,279,157)	\$ (3,364,380)	\$ (2,918,287)	\$ (2,122,879)
Less Investment in Capital Assets/PY Adj.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Undesignated Net Assets Available	\$ (4,310,196)	\$ (3,505,864)	\$ (3,279,157)	\$ (3,364,380)	\$ (2,918,287)	\$ (2,122,879)

(1) Prior Year + 3%, based on 3yr trend



SOLID WASTE FUND

REVENUES:

Garbage Fees	\$ 9,574,600
Roll-Off Containers	1,500,000
Commercial Recycling	209,100
Miscellaneous Income	1,000
Transfer from Golf Course	10,000
Interest Income	10,000
Fund Balance (Increase) Decrease	<u>85,223</u>
Total Revenues:	<u><u>\$ 11,389,923</u></u>

APPROPRIATIONS:

Personnel Services	\$ 3,543,239
Operating Expenses	5,245,708
Transfer to Risk Management	30,930
Transfer to Vehicle Service Fund	1,395,383
Transfer to General Fund	<u>1,100,000</u>
Total Operating Expenses:	<u>11,315,260</u>
Capital Expenditures	4,150
Non Operating	<u>70,513</u>
Total Non Operating:	<u>74,663</u>
Total Appropriations:	<u><u>\$ 11,389,923</u></u>



DETAIL REVENUES

ACCOUNT DESCRIPTION	2017/18 Actual Revenue	2018/19 Amended Revenue	2018/19 Estimated Revenue	2019/20 Proposed Revenue	2019/20 Adopted Revenue
CHARGES FOR SERVICES					
RECYCLING REV SHARE/SWA	21,855	30,600	18,000	30,600	30,600
GARBAGE FEES	4,338,669	4,284,000	4,284,000	4,284,000	4,284,000
SAN REV ENHANCE SVC	-	-	-	-	-
GARBAGE/ROLL-OFF CONTAIN	1,572,941	1,500,000	1,500,000	1,500,000	1,500,000
GARBAGE/COMMER RCYL	225,946	209,100	209,100	209,100	209,100
COMMERCIAL DUMPING	3,504,511	3,060,000	3,060,000	3,060,000	3,060,000
REFUSE-MULTIFAMILY	2,248,064	2,200,000	2,200,000	2,200,000	2,200,000
TOTAL CHARGES FOR SERVICES	\$ 11,911,986	\$ 11,283,700	\$ 11,271,100	\$ 11,283,700	\$ 11,283,700
INVESTMENT INCOME					
INTEREST INCOME	-	10,000	-	10,000	10,000
TOTAL INVESTMENT INCOME	\$ -	\$ 10,000	\$ -	\$ 10,000	\$ 10,000
MISCELLANEOUS INCOME					
MISCELLANEOUS INCOME	-	1,000	100	1,000	1,000
TOTAL MISCELLANEOUS INCOME	\$ -	\$ 1,000	\$ 100	\$ 1,000	\$ 1,000
TRANSFERS IN					
GOLF COURSE	10,000	10,000	10,000	10,000	10,000
TOTAL TRANSFERS IN	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000
SUBTOTAL	11,921,986	11,304,700	11,281,200	11,304,700	11,304,700
FUND BALANCE (INCREASE) DECREASE	(1,232,284)	(226,707)	(972,224)	274,084	85,223
GRAND TOTAL	\$ 10,689,702	\$ 11,077,993	\$ 10,308,976	\$ 11,578,784	\$ 11,389,923

SUMMARY OF EXPENDITURES

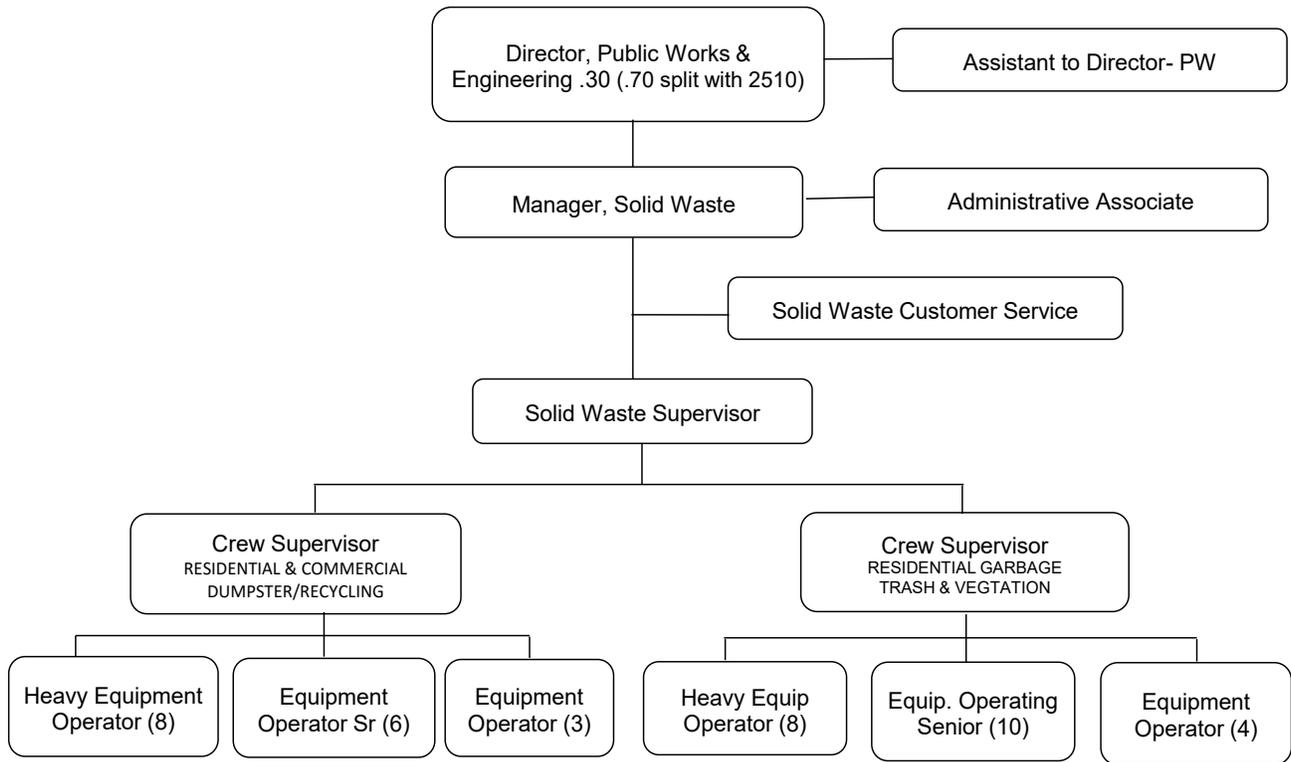
ACCOUNT	2017/2018 Actual Expense	2018/2019 Amended Budget	2018/2019 Estimated Expenditures	2019/2020 Department Request	2019/2020 Adopted Budget
SOLID WASTE FUND 431-2515-534					
DEPARTMENT SUMMARY					
Personnel Services	3,353,427	3,753,891	3,262,249	3,543,239	3,543,239
Operating Expenses	4,867,977	4,820,733	4,616,171	5,331,784	5,245,708
Capital Outlay	4,346	3,950	1,650	4,150	4,150
Nonoperating Expenses	2,463,952	2,499,419	2,428,906	2,699,611	2,596,826
TOTAL	\$ 10,689,702	\$ 11,077,993	\$ 10,308,976	\$ 11,578,784	\$ 11,389,923
Estimated as % of Budget			93.1%		



ORGANIZATIONAL CHART

DEPARTMENT: Public Works
DIVISION: Solid Waste

FUND: 431
DEPT. NO.: 2515





DEPARTMENT: Public Works
DIVISION: Solid Waste

FUND: 431
DEPT. NO.: 2515

DEPARTMENT MISSION STATEMENT: To provide superior service to all residents and businesses in the city by utilizing the best customer service practices along with ensuring a marketable price for service.

DEPARTMENT CORE SERVICES:

- Provide garbage pick-up for residents & businesses
- Provide recycling pick-up for residents & businesses
- Provide roll off service for residents & businesses

STRATEGIC PLAN INITIATIVES AND DEPARTMENT INITIATIVES ALIGNMENT:

City Initiative No. 2: Building Wealth in the Community

Department Initiatives Alignment:

1. Provide better customer service.
2. Enhance the ability to track service concerns by implementing the routeware system.
3. Utilize customer service rep to contact commercial customers to evaluate waste generation and expand recycling programs.

Target Performance Metrics:

- Increased commercial recycling participation, increase participation by 30%.
- Obtain 30% replacement during fiscal year.



PERSONNEL ALLOCATION

DEPARTMENT: Public Works
 DIVISION: Solid Waste

FUND: 431
 DEPT. NO.: 2515

Position Title	Position Number	Pay Grade	2017/18 Actual	2018/19 Actual	2019/20 Inc/(Dec)	2019/20 Requested	2019/20 Adopted
Full Time Positions:							
Director, Public Works and Engineering	51019	45	0.3	0.3	0.0	0.3	0.3
Manager, Solid Waste	55019	30	1.0	1.0	0.0	1.0	1.0
Solid Waste Supervisor	55029	20	1.0	1.0	0.0	1.0	1.0
Crew Supervisor	82250	17	2.0	2.0	0.0	2.0	2.0
Heavy Equipment Operator	81261	12	14.0	16.0	0.0	16.0	16.0
Administrative Associate	00370	10	1.0	1.0	0.0	1.0	1.0
Equipment Operator, Senior	81251	10	16.0	16.0	0.0	16.0	16.0
Equipment Operator Solid Waste	81241	8	7.0	7.0	0.0	7.0	7.0
Customer Service Representative	55010	11	1.0	1.0	0.0	1.0	1.0
Administrative Assistant *	00259	14	1.0	0.0	0.0	0.0	0.0
Assistant to Director - PW	51049	20	0.0	1.0	0.0	1.0	1.0
Part-Time Positions (FTE):							
Crew Worker		6	0.0	0.0	1.0	1.0	1.0
Total Personnel:			44.3	46.3	1.0	47.3	47.3

Performance Measures	Actual			Estimate 2018-19	Projected 2019-20
	2015-16	2016-17	2017-18		
Sanitation					
Refuse Collected (tons)	69,250	69,943	88,302	71,348	1,274,318
Recyclables Collected (tons)	6,425	6,489	6,554	6,620	4,366
Number of residential sanitation accounts	886	895	830	838	900
Number of commercial sanitation accounts	14,833	14,981	16,642	19,892	19,892
Number of multi-family sanitation accounts	23,032	23,262	21,674	21,891	22,257
Operation cost per ton for recycling collection	\$ 1,136	\$ 1,298	\$ 1,255	\$ 1,296	\$ 2,014



DETAIL EXPENDITURES

	ACCOUNT	2017/2018 Actual Expense	2018/2019 Amended Budget	2018/2019 Estimated Expenditures	2019/2020 Department Request	2019/2020 Adopted Budget
DIV 15 PUBLIC WORKS: SOLID WASTE 431-2515-534						
DEPARTMENT SUMMARY						
	Personnel Services	3,353,427	3,753,891	3,262,249	3,543,239	3,543,239
	Operating Expenses	4,867,977	4,820,733	4,616,171	5,331,784	5,245,708
	Capital Outlay	4,346	3,950	1,650	4,150	4,150
	Nonoperating Expenses	2,463,952	2,499,419	2,428,906	2,699,611	2,596,826
	TOTAL	\$ 10,689,702	\$ 11,077,993	\$ 10,308,976	\$ 11,578,784	\$ 11,389,923
	Estimated as % of Budget			93.1%		
12-10	REGULAR SALARIES/WAGES	2,087,304	2,000,758	1,815,000	2,153,100	2,136,100
12-20	HOLIDAY PAY	47,798	43,079	42,179	42,179	42,179
14-10	OVERTIME	342,869	340,786	200,000	90,786	90,786
15-12	CELL PHONE ALLOWANCE	50	152	156	152	152
15-13	SHOE ALLOWANCE	5,310	5,475	5,015	6,068	6,068
15-20	CAR ALLOWANCE	3,952	6,240	5,040	5,040	5,040
19-99	NEW PERSONNEL/RECLASS	-	98,314	-	-	-
21-10	EMPLOYER FICA	183,999	178,515	163,604	150,515	160,515
22-10	GENERAL EMPLOYEES PENSION	349,963	684,952	684,952	708,914	708,914
23-10	LIFE INSURANCE	1,875	832	624	832	832
23-11	LIFE INSURANCE-RETIREES	178	200	86	200	200
23-20	DISABILITY INSURANCE	7,207	12,820	12,731	7,820	7,820
23-30	HEALTH INSURANCE	276,400	326,253	280,100	354,728	361,728
23-32	CIGNA HSA	27,238	-	-	-	-
23-34	HSA	-	32,075	33,000	-	-
23-40	DENTAL INSURANCE	17,216	20,449	17,200	20,449	20,449
23-50	VISION INSURANCE	2,068	2,456	2,100	2,456	2,456
25-10	UNEMPLOYMENT	-	535	462	-	-
	SUB-TOTAL Personnel Services	\$ 3,353,427	\$ 3,753,891	\$ 3,262,249	\$ 3,543,239	\$ 3,543,239
32-10	AUDIT FEE	4,730	4,269	2,000	4,269	4,269
34-62	WASTE DISPOSAL	2,312,414	2,505,000	2,300,000	2,375,000	2,375,000
41-15	CELLULAR PHONE/BEEPER	22,175	18,300	12,100	8,160	8,160
43-10	ELECTRIC SERVICE	1,219	2,030	1,530	1,000	1,000
43-20	WATER/SEWER SERVICE	2,552	575	450	500	500
44-31	COPY MACHINE RENTAL	1,425	900	900	900	900
46-30	VEHICLE SERVICE COST	1,551,567	1,011,401	1,000,000	1,414,011	1,383,848
46-91	SOFTWARE MAINTENANCE	-	415	-	178,400	178,400
46-93	DUMPSTER REPAIRS	30,002	110,000	60,000	75,000	75,000
47-10	PRINTING & BINDING	5,275	6,000	5,500	6,000	6,000
49-08	INS CHGS-AUTO/PROP/LIAB	236,816	245,530	245,530	302,368	273,467
49-09	SELF INSURANCE CHGS (W/C)	232,555	233,992	233,992	282,610	255,598
49-10	WAREHOUSE SERVICE CHG.	5,213	5,546	5,556	5,141	5,141
49-12	LEGAL ADS	1,523	475	-	-	-
49-14	CREDIT CARD FEES	-	8,300	1,000	2,000	2,000
49-17	OTHER CONTRACTUAL SRVS	212,867	324,900	324,900	255,500	255,500
49-41	LICENSES, FEES & PERMITS	1,002	1,050	1,000	1,000	1,000
51-10	OFFICE SUPPLIES	2,415	3,170	2,200	2,000	2,000
52-20	OPR EQUIPMENT <\$750	2,371	-	-	500	500
52-22	UNIFORMS	9,467	10,040	8,883	12,250	12,250
52-23	SAFETY CLOTHING/EQUIP.	10,478	14,000	14,000	12,250	12,250
52-27	HARDWARE/TOOLS	359	350	350	350	350
52-74	CARTS/CONTAINERS	219,447	280,000	280,000	310,000	310,000
52-99	MISC. SUPPLIES	2,105	31,060	115,850	75,000	75,000
54-20	MEMBERSHIPS	-	430	430	1,075	1,075
54-30	TRAINING	-	3,000	-	6,500	6,500
	SUB- TOTAL Operating Expenses	\$ 4,867,977	\$ 4,820,733	\$ 4,616,171	\$ 5,331,784	\$ 5,245,708
64-02	GENERAL EQUIPMENT	825	2,800	500	-	-
64-15	COMPUTER EQUIPMENT	3,521	1,150	1,150	4,150	4,150
	SUB- TOTAL Capital Outlay	\$ 4,346	\$ 3,950	\$ 1,650	\$ 4,150	\$ 4,150
	SUBTOTAL	\$ 8,225,750	\$ 8,578,574	\$ 7,880,070	\$ 8,879,173	\$ 8,793,097
91-01	TRANSFER TO GENERAL FUND	1,100,000	1,100,000	1,100,000	1,100,000	1,100,000
91-02	TRANSFER TO SELF INS/W.C.	30,930	30,930	30,930	30,930	30,930
91-30	TRANSFER/VEH. SRV. FUND	1,252,186	1,297,976	1,297,976	1,498,168	1,395,383
95-40	DEPRECIATION EXPENSE	1,298	-	-	-	-
95-60	UNCOLLECTIBLE EXPENSE	30,410	70,513	-	70,513	70,513
99-02	NON-BUDGETED EXPENSE	49,128	-	-	-	-
	DEPARTMENT TOTAL	\$ 10,689,702	\$ 11,077,993	\$ 10,308,976	\$ 11,578,784	\$ 11,389,923



America's Gateway to the Gulfstream



The Golf Course Fund is responsible for the operation of the Boynton Links Golf Course on Jog Road outside of the City limits. It is one of the few public golf courses that is 100% self-supporting. It has been recognized by Golf Digest as one of the best places to play golf.

Revenues have improve since the installation of new greens in the summer of 2019. The FY2019-20 operating revenues of \$1.79M projected to increase thru to FY 2021-22. The FY2019-20 adopted budget of \$2,130,885 is higher than FY2018-19 due to capital improvement cost of \$375K.

GOLF COURSE FUND (An Enterprise Fund)

	2016-17 Actual	2017-18 Actual	2018-19 Amended Budget	2019-20 Adopted Budget	2020-21 Projected Budget	2021-22 Projected Budget
Net Assets, October 1	\$ 139,316	\$ 202,662	\$ 130,923	\$ 127,784	\$ (281,091)	\$ (294,175)
Operating Revenues	\$ 1,284,454	\$ 1,569,682	\$ 1,754,105	\$ 1,790,590	\$ 1,844,308 (1)	\$ 1,899,637 (1)
Operating Expenses	\$ (1,696,809)	\$ (1,453,718)	\$ (1,702,060)	\$ (2,130,885)	\$ (1,800,000)	\$ (1,800,000)
Operating Income (Loss)	\$ (412,355)	\$ 115,964	\$ 52,045	\$ (340,295)	\$ 44,308	\$ 99,637
Nonoperating Revenue/Transfer	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ -
Nonoperating (Expense)	\$ (134,536)	\$ (137,226)	\$ (27,800)	\$ (25,000)	\$ (25,000)	\$ (25,000)
Restatement GASB 75	\$ -	\$ (67,289)	\$ -	\$ -	\$ -	\$ -
Nonoperating (Contra Acct- Capital Credit)	\$ 322,161	\$ 42,414	\$ -	\$ -	\$ -	\$ -
Net Transfers From (To) Other Funds	\$ (11,924)	\$ (25,602)	\$ (27,384)	\$ (43,580)	\$ (32,392)	\$ (32,392)
Increase (Decrease) In Net Assets	\$ 63,346	\$ (71,739)	\$ (3,139)	\$ (408,875)	\$ (13,084)	\$ 42,245
Net Assets, September 30	\$ 202,662	\$ 130,923	\$ 127,784	\$ (281,091)	\$ (294,175)	\$ (251,930)
Less Investment in Capital Assets	\$ (1,795,084)	\$ (1,795,084)	\$ (1,795,084)	\$ (1,795,084)	\$ (1,795,084)	\$ (1,795,084)
Less Assets Designated for Improvements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Undesignated Net Assets Available	\$ (1,592,422)	\$ (1,664,161)	\$ (1,667,300)	\$ (2,076,175)	\$ (2,089,259)	\$ (2,047,014)



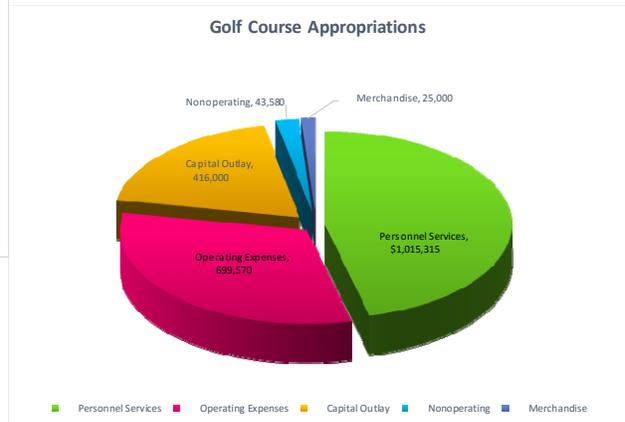
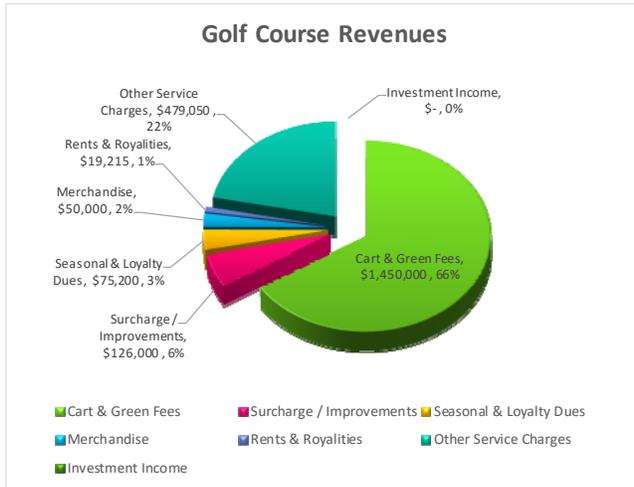
GOLF COURSE FUND

REVENUES:

Seasonal & Loyalty Dues	\$ 75,200
Cart & Green Fees	1,450,000
Surcharge / Improvements	126,000
Merchandise	50,000
Rent & Royalties	19,215
Other Service Charges	70,175
Investment Income	-
Fund Balance (Increase) Decrease	<u>408,875</u>
 Total Revenues:	 <u><u>\$ 2,199,465</u></u>

APPROPRIATIONS:

Personnel Services	\$ 1,015,315
Operating Expenses	699,570
Capital Outlay	416,000
Nonoperating	43,580
Merchandise	<u>25,000</u>
 Total Appropriations:	 <u><u>\$ 2,199,465</u></u>





DETAIL REVENUES

ACCOUNT DESCRIPTION	2017/18 Actual Revenue	2018/19 Adopted Revenue	2018/19 Estimated Revenue	2019/20 Proposed Revenue	2019/20 Adopted Revenue
CHARGES FOR SERVICES					
HANDICAPPING SERVICES	1,900	2,600	2,250	2,375	2,375
CART AND GREENS FEES	1,249,244	1,400,000	1,515,000	1,450,000	1,450,000
RANGE BALLS	52,457	55,000	55,000	55,000	55,000
MERCHANDISE	58,310	60,000	50,000	50,000	50,000
SURCHARGE/IMPROVEMENTS	113,160	124,000	124,000	126,000	126,000
RESIDENT CLUB CARD	-	-	-	-	-
PREM SEASONAL DUES	27,063	30,000	35,478	35,400	35,400
PREM YEAR-RND DUES	3,000	-	-	-	-
LINKS LOYALTY DUES	34,228	49,750	35,223	39,800	39,800
TOTAL CHARGES FOR SERVICES	\$ 1,539,362	\$ 1,721,350	\$ 1,816,951	\$ 1,758,575	\$ 1,758,575
INVESTMENT INCOME					
INTEREST INCOME	-	-	-	-	-
TOTAL INVESTMENT INCOME	\$ -	\$ -	\$ -	\$ -	\$ -
RENTS & ROYALTIES					
LOCKER RENTAL	325	455	390	390	390
BAG STORAGE RENTAL	3,698	4,250	3,485	3,825	3,825
GOLF CLUB RENTAL	4,954	5,000	5,500	5,000	5,000
PULL CART RENTAL	2,031	2,000	2,000	2,000	2,000
SNACK BAR RENTAL	7,480	8,000	8,000	8,000	8,000
TOTAL RENTS & ROYALTIES	\$ 18,488	\$ 19,705	\$ 19,375	\$ 19,215	\$ 19,215
MISCELLANEOUS INCOME					
MISCELLANEOUS INCOME	10,849	12,000	12,000	12,000	12,000
SALES TAX DISCOUNT	330	300	300	300	300
JR GOLF PROGRAM REVENUES	653	750	500	500	500
TOTAL MISCELLANEOUS INCOME	\$ 11,832	\$ 13,050	\$ 12,800	\$ 12,800	\$ 12,800
TRANSFERS IN					
GENERAL FUND	-	-	-	-	-
TOTAL TRANSFERS IN	\$ -	\$ -	\$ -	\$ -	\$ -
SUB TOTAL	\$ 1,569,682	\$ 1,754,105	\$ 1,849,126	\$ 1,790,590	\$ 1,790,590
ENCUMBRANCE ROLL OVER					
FUND BALANCE (INCREASE) DECREASE	46,864	3,139	(134,830)	153,927	408,875
GRAND TOTAL	\$ 1,616,546	\$ 1,757,244	\$ 1,714,296	\$ 1,944,517	\$ 2,199,465



SUMMARY OF EXPENDITURES

ACCOUNT	2017/2018 Actual Expense	2018/2019 Amended Budget	2018/2019 Estimated Expenditures	2019/2020 Department Request	2019/2020 Adopted Budget
GOLF COURSE ADMIN 411-2910-572					
DEPARTMENT SUMMARY					
Personnel Services	383,615	551,251	509,717	512,669	508,669
Operating Expenses	239,574	306,038	310,764	339,862	326,788
Capital Outlay	1,740	6,000	5,500	6,000	6,000
Nonoperating Expenses	205,473	42,800	55,000	55,000	55,000
TOTAL	\$ 830,402	\$ 906,089	\$ 880,981	\$ 913,531	\$ 896,457
Estimated as % of Budget			97%		

GOLF COURSE MAINT 411-2911-572					
DEPARTMENT SUMMARY					
Personnel Services	453,991	468,630	434,655	509,396	506,646
Operating Expenses	280,877	315,141	331,276	373,010	372,782
Capital Outlay	40,674	55,000	55,000	135,000	410,000
Nonoperating Expenses	10,602	12,384	12,384	13,580	13,580
TOTAL	\$ 786,144	\$ 851,155	\$ 833,315	\$ 1,030,986	\$ 1,303,008
Estimated as % of Budget			98%		

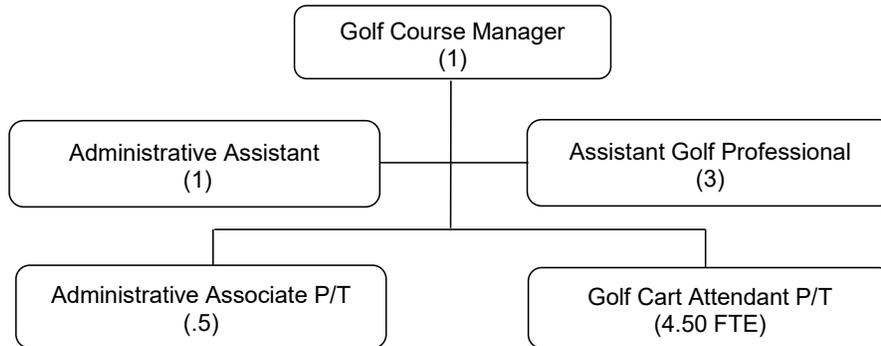
GRAND TOTAL : GOLF FUND					
DEPARTMENT SUMMARY					
Personnel Services	837,606	1,019,881	944,372	1,022,065	1,015,315
Operating Expenses	520,451	621,179	642,040	712,872	699,570
Capital Outlay	42,414	61,000	60,500	141,000	416,000
Nonoperating Expenses	216,075	55,184	67,384	68,580	68,580
TOTAL	\$ 1,616,546	\$ 1,757,244	\$ 1,714,296	\$ 1,944,517	\$ 2,199,465
Estimated as % of Budget			97.6%		



ORGANIZATIONAL CHART

DEPARTMENT: Golf Course
DIVISION: Administration

FUND: 411
DEPT. NO.: 2910





DEPARTMENT: Golf Course
DIVISION: Administration / Golf Operations

FUND: 411
DEPT. NO.: 2910

DEPARTMENT MISSION STATEMENT: To provide the public with an attractive and well-maintained golf course and to ensure its long-term financial viability for the benefit and enjoyment of present and future golfers.

DEPARTMENT CORE SERVICES:

- To ensure an enjoyable golfing experience
- To provide excellent customer service
- To offer rates which are competitive with area public golf courses

STRATEGIC PLAN INITIATIVES AND DEPARTMENT INITIATIVES ALIGNMENT:

City Initiative No. 3: Boynton Beach Branding

Department Initiatives No. 1: Increase our customer base

1. Promote new Championship Course greens and practice facilities.
2. Improve overall aesthetics of the golf course.
3. Create a well-maintained facility which can be an asset promoted by the City to residents and businesses.
4. Collaborate with the City of Boynton Beach for possible community events.

Target Performance Metrics:

- Increasing our customer base of Daily Fee players and Links memberships (Loyalty and Premium)

Department Initiatives No. 2: Revenue enhancement

1. Develop and implement ways to increase total revenue to cover all personnel and operating expenses (excluding costly capital and infrastructure expenditures).

Target Performance Metrics:

- Annual expenditures and revenues will balance without having to utilize money from reserves



PERSONNEL ALLOCATION

DEPARTMENT: Golf Course			FUND: 411				
DIVISION: Administration			DEPT. NO.: 2910				
Position Title	Position Number	Pay Grade	2017/18 Actual	2018/19 Actual	2019/20 Inc/(Dec)	2019/20 Requested	2019/20 Adopted
Full-Time Positions:							
Golf Course Manager	63119	28	1.0	1.0	0.0	1.0	1.0
Administrative Assistant	00259	14	1.0	1.0	0.0	1.0	1.0
Assistant Golf Professional	63200	6	4.0	3.0	0.0	3.0	3.0
			6.0	5.0	0.0	5.0	5.0
Part-Time Positions (FTE):							
Golf Cart Attendant (4,160 hours)	63347	NC	3.5	4.5	0.0	4.5	4.5
Administrative Associate (P/T)	00367	10	0.5	0.5	0.0	0.5	0.5
			4.00	5.0	0.0	5.0	5.0
Total Personnel:			10.00	10.0	0.0	10.0	10.0

Performance Measures	Actual			Estimated	Projected
	2015-16	2016-17	2017-18	2018-19	2019-20
Golf Course Administration/Operations (411-2910)					
Total Rounds Played Championship course 9 or 18 Hole	36,622	30,375	41,694	51,200	53,000
Total Rounds Played Family Course	16,113	14,856	15,633	17,844	15,500
Number of Links Loyalty Memberships	-	-	172	177	200
Number of Links Premium Memberships	-	-	10	12	12



DETAIL EXPENDITURES

ACCOUNT DESCRIPTION		2017/2018 Actual Expense	2018/2019 Amended Budget	2018/2019 Estimated Expenditures	2019/2020 Department Request	2019/2020 Adopted Budget
DIV 10 GOLF COURSE ADMIN 411-2910-572						
DEPARTMENT SUMMARY						
	Personnel Services	383,615	551,251	509,717	512,669	508,669
	Operating Expenses	239,574	306,038	310,764	339,862	326,788
	Capital Outlay	1,740	6,000	5,500	6,000	6,000
	Nonoperating Expenses	205,473	42,800	55,000	55,000	55,000
	TOTAL	\$ 830,402	\$ 906,089	\$ 880,981	\$ 913,531	\$ 896,457
	Estimated as % of Budget			97%		
12-10	REGULAR SALARIES/WAGES	368,438	369,278	337,278	346,076	346,076
12-20	HOLIDAY PAY	3,049	3,000	4,000	4,000	4,000
14-10	OVERTIME	7,743	10,692	7,500	7,000	7,000
21-10	EMPLOYER FICA	31,221	32,070	27,370	26,475	26,475
22-10	GENERAL EMPLOYEES PENSION	86,969	88,587	88,587	83,392	83,392
22-12	PENSION EXPENSE GASB 68	(191,544)	-	-	-	-
23-10	LIFE INSURANCE	674	684	164	165	165
23-11	LIFE INSURANCE-RETIREEES	83	90	28	-	-
23-20	DISABILITY INSURANCE	1,227	1,692	1,682	972	972
23-30	HEALTH INSURANCE	68,131	37,688	36,288	38,235	38,235
23-32	CIGNA HSA	5,000	-	-	-	-
23-34	HSA	-	4,550	4,000	4,000	-
23-40	DENTAL INSURANCE	2,343	2,518	2,518	2,098	2,098
23-50	VISION INSURANCE	281	302	302	256	256
25-10	UNEMPLOYMENT	-	100	-	-	-
	SUB-TOTAL Personnel Services	\$ 383,615	\$ 551,251	\$ 509,717	\$ 512,669	\$ 508,669
31-90	OTHER PROFESSIONAL SRVS	4,222	5,500	4,500	3,000	3,000
32-10	AUDIT FEE	2,365	2,135	2,135	2,135	2,135
40-10	MILEAGE REIMBURSEMENT	2,024	2,073	2,000	2,000	2,000
41-10	TELEPHONE SERVICES	11,611	5,925	6,000	6,000	6,000
43-10	ELECTRIC SERVICE	14,350	17,700	17,700	18,200	18,200
43-20	WATER/SEWER SERVICE	8,169	4,629	5,000	5,150	5,150
44-30	EQUIPMENT RENTAL	12,807	70,645	78,100	78,100	78,100
46-10	COPY MACHINE RENTAL	-	1,325	1,350	1,350	1,350
46-20	BUILDING REPAIRS	695	2,500	4,000	4,000	4,000
46-22	EQUIPMENT MAINTENANCE	1,181	1,250	900	1,000	1,000
46-24	COMPUTER MAINTENANCE	3,621	3,850	3,850	5,450	5,450
46-96	MECHANICAL MAINT/REPAIRS	3,021	3,600	5,000	8,200	8,200
47-10	RANGE REPAIRS & MAINT.	201	1,000	1,000	1,000	1,000
48-05	PRINTING & BINDING	803	1,200	1,200	1,200	1,200
48-21	ADVERTISING	900	1,200	1,000	1,000	1,000
49-08	EMPLOYEE RECOGNITION	180	475	475	1,000	1,000
49-09	INS CHGS-AUTO/PROP/LIAB	99,835	100,426	100,426	121,670	110,041
49-10	SELF INSURANCE CHGS (W/C)	12,432	12,486	12,486	15,117	13,672
49-14	WAREHOUSE SERVICE CHG	828	709	709	615	615
49-17	CREDIT CARD FEES	30,721	39,335	32,000	32,000	32,000
49-18	OTHER CONTRACTUAL SRVS	13,561	15,350	17,000	16,050	16,050
49-41	LICENSES, FEES & PERMITS	492	500	492	500	500
51-10	OFFICE SUPPLIES	1,452	1,500	1,500	1,500	1,500
52-01	SUPPLIES	506	600	300	300	300
52-20	OPR EQUIPMENT <\$750	269	1,700	2,000	1,500	1,500
52-12	TIRES & TUBES	-	160	-	-	-
52-22	UNIFORMS	-	1,200	500	1,000	1,000



DETAIL EXPENDITURES

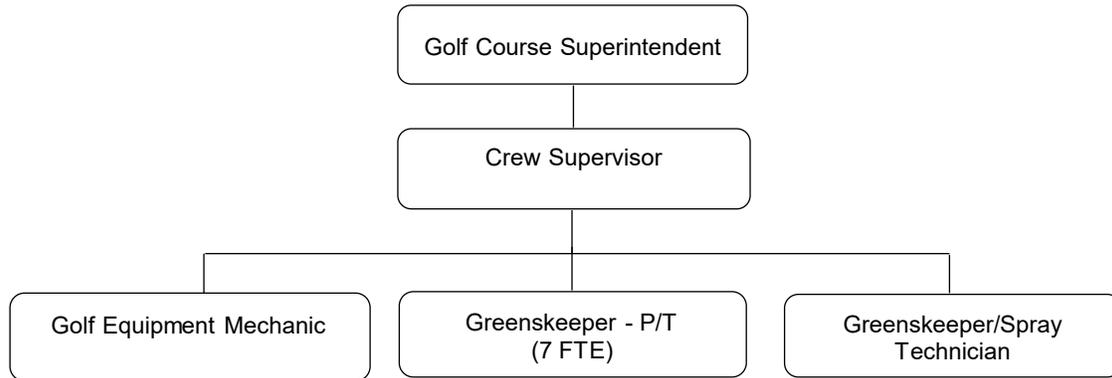
ACCOUNT DESCRIPTION		2017/2018 Actual Expense	2018/2019 Current Budget	2018/2019 Estimated Expenditures	2019/2020 Department Request	2019/2020 Adopted Budget
DIV 10 GOLF COURSE ADMIN 411-2910-572						
52-25	JANITOR SUPPLIES	20	100	100	100	100
52-27	HARDWARE/TOOLS	-	-	50	50	50
52-50	RANGE SUPPLIES	2,667	1,175	1,500	3,250	3,250
52-75	EQUIP. PARTS/SUPPLIES	6,428	300	2,000	2,000	2,000
52-78	FIRST AID SUPPLIES	19	50	50	50	50
52-99	MISC SUPPLIES	998	1,825	2,000	2,000	2,000
54-10	BOOKS-PUBLICATIONS-VIDEOS	-	300	264	300	300
54-20	MEMBERSHIPS	2,935	2,815	2,755	2,575	2,575
54-30	TRAINING	261	500	422	500	500
	SUB- TOTAL Operating Expenses	\$ 239,574	\$ 306,038	\$ 310,764	\$ 339,862	\$ 326,788
64-15	COMPUTER EQUIPMENT	-	1,000	500	1,000	1,000
64-18	AIR CONDITIONERS	-	2,000	2,000	2,000	2,000
64-24	KITCHEN EQUIPMENT	1,740	3,000	3,000	3,000	3,000
	SUB- TOTAL Capital Outlay	\$ 1,740	\$ 6,000	\$ 5,500	\$ 6,000	\$ 6,000
	SUBTOTAL	\$ 624,929	\$ 863,289	\$ 825,981	\$ 858,531	\$ 841,457
91-01	TRANSFER TO GENERAL FUND	10,000	10,000	25,000	25,000	25,000
91-35	TRANSFER TO SANITATION	5,000	5,000	5,000	5,000	5,000
95-01	GOLF PRO SHOP MERCHANDISE	53,247	27,800	25,000	25,000	25,000
95-40	DEPRECIATION EXPENSE	128,383	-	-	-	-
99-02	NON-BUDGETED EXPENSE	10,803	-	-	-	-
99-25	LOSS-DISPOSAL OF ASSETS	(1,960)	-	-	-	-
	SUB- TOTAL Non-operating Exp	\$ 205,473	\$ 42,800	\$ 55,000	\$ 55,000	\$ 55,000
	DEPARTMENT TOTAL	\$ 830,402	\$ 906,089	\$ 880,981	\$ 913,531	\$ 896,457



ORGANIZATIONAL CHART

DEPARTMENT: Golf Course
DIVISION: Maintenance

FUND: 411
DEPT. NO.: 2911





DEPARTMENT: Golf Course
DIVISION: Maintenance

FUND: 411
DEPT. NO.: 2911

DEPARTMENT MISSION STATEMENT: To provide the public with an attractive and well-maintained 150-acre, 27-hole golfing facility.

DEPARTMENT CORE SERVICES:

- To provide a top-quality golf course on a daily basis
- To keep the entire golfing facility well maintained at all times

STRATEGIC PLAN INITIATIVES AND DEPARTMENT INITIATIVES ALIGNMENT:

City Initiative No. 3: Boynton Beach Branding

Department Initiatives: Improve overall condition and aesthetics of the golf course

1. Develop and implement a maintenance program that nurtures the new Championship greens and delivers a well-conditioned golf course throughout the year.

Target Performance Metrics:

- Provide firm/healthy greens
- Control 90% of weeds on the golf course
- Maintain a well-manicured appearance, making the golf course an asset to the City of Boynton Beach



PERSONNEL ALLOCATION

DEPARTMENT: Golf Course		FUND: 411					
DIVISION: Maintenance		DEPT. NO.: 2911					
Position Title	Position Number	Pay Grade	2017/18 Actual	2018/19 Actual	2019/20 Inc/(Dec)	2019/20 Requested	2019/20 Adopted
Full-Time Positions:							
Golf Course Superintendent	63059	27	1.0	1.0	0.0	1.0	1.0
Golf Equipment Mechanic	63271	12	1.0	1.0	0.0	1.0	1.0
Crew Supervisor	82250	17	1.0	1.0	0.0	1.0	1.0
Greenskeeper/Spray Technician	63261	6	1.0	1.0	0.0	1.0	1.0
			4.0	4.0	0.0	4.0	4.0
Part-Time Positions (FTE):							
Greenskeeper (2,080 hours)	63287	5	7.0	7.0	0.0	7.0	7.0
Total Personnel:							
			11.0	11.0	0.0	11.0	11.0

Performance Measures	Actual			Estimated	Projected
	2015-16	2016-17	2017-18	2018-19	2019-20
Golf Course Maintenance					
Number of Golf Holes Maintained	27	27	27	27	27
Number of Golf Course Acres Maintained	115	115	115	115	115
Total Acres Maintained	140	140	140	140	140



DETAIL EXPENDITURES

ACCOUNT DESCRIPTION		2017/2018 Actual Expense	2018/2019 Amended Budget	2018/2019 Estimated Expenditures	2019/2020 Department Request	2019/2020 Adopted Budget
DIV 11 GOLF COURSE MAINT 411-2911-572						
DEPARTMENT SUMMARY						
	Personnel Services	453,991	468,630	434,655	509,396	506,646
	Operating Expenses	280,877	315,141	331,276	373,010	372,782
	Capital Outlay	40,674	55,000	55,000	135,000	410,000
	Nonoperating Expenses	10,602	12,384	12,384	13,580	13,580
	TOTAL	\$ 786,144	\$ 851,155	\$ 833,315	\$ 1,030,986	\$ 1,303,008
	Estimated as % of Budget			98%		
12-10	REGULAR SALARIES/WAGES	339,380	346,769	320,000	382,357	382,357
12-20	HOLIDAY PAY	962	2,000	1,000	1,000	1,000
14-10	OVERTIME	2,159	4,000	1,000	2,000	2,000
15-13	SHOE ALLOWANCE	454	1,000	750	750	750
21-10	EMPLOYER FICA	25,464	28,463	28,463	29,262	29,262
22-10	GENERAL EMPLOYEES PENSION	48,281	48,523	48,523	57,961	57,961
23-10	LIFE INSURANCE	176	157	101	102	102
23-20	DISABILITY INSURANCE	631	1,520	720	742	742
23-30	HEALTH INSURANCE	31,310	30,180	29,280	30,588	30,588
23-32	CIGNA HSA	3,333	-	-	-	-
23-34	HSA	-	3,950	2,750	2,750	-
23-40	DENTAL INSURANCE	1,644	1,846	1,846	1,679	1,679
23-50	VISION INSURANCE	197	222	222	205	205
	SUB-TOTAL Personnel Services	\$ 453,991	\$ 468,630	\$ 434,655	\$ 509,396	\$ 506,646
43-10	ELECTRIC SERVICE	14,356	13,525	13,525	13,900	13,900
43-20	WATER/SEWER SERVICE	7,630	8,000	6,500	6,700	8,000
44-30	EQUIPMENT RENTAL	-	500	500	36,600	36,600
46-10	BUILDING REPAIRS	450	2,500	1,000	2,500	2,500
46-20	EQUIPMENT MAINTENANCE	117	500	1,000	1,000	1,000
46-30	VEHICLE MAINT. - GARAGE	68	418	418	65	65
48-21	EMPLOYEE RECOGNITION	-	200	200	200	200
49-09	SELF INSURANCE CHGS (W/C)	13,143	13,227	13,227	15,979	14,451
49-10	WAREHOUSE SERVICE CHG	1,361	1,071	1,071	856	856
49-17	OTHER CONTRACTUAL SRVS	13,533	22,265	22,500	25,150	25,150
49-41	LICENSES, FEES & PERMITS	65	125	125	200	200
51-10	OFFICE SUPPLIES	-	50	-	-	-
52-10	GAS, OIL & LUBE	1,255	3,500	3,000	3,000	3,000
52-11	FUEL OIL OTHER	15,705	15,000	16,000	16,000	16,000
52-12	TIRES & TUBES	698	1,500	1,500	1,500	1,500
52-18	SPRKLRR/IRRIGTON. SUPPLIES	10,694	16,000	20,000	20,000	20,000
52-19	FERTILIZER	65,422	55,000	70,000	70,000	70,000
52-20	OPR EQUIPMENT <\$750	1,103	2,200	2,000	2,000	2,000
52-21	CHEMICALS	76,717	80,000	80,000	80,000	80,000
52-22	UNIFORMS	1,143	1,500	1,500	1,500	1,500
52-23	SAFETY CLOTHING/EQUIP	321	300	300	300	300
52-25	JANITOR SUPPLIES	2,483	3,000	3,000	3,000	3,000
52-26	GARDENING SUPPLIES	7,759	23,000	19,000	19,000	19,000
52-27	HARDWARE/TOOLS	2,149	2,900	2,500	2,500	2,500
52-75	EQUIP. PARTS/SUPPLIES	36,006	40,000	40,000	40,000	40,000
52-99	MISC SUPPLIES	6,326	5,450	9,000	8,000	8,000
54-20	MEMBERSHIPS	730	910	910	910	910
54-30	TRAINING	1,643	2,500	2,500	2,150	2,150
	SUB- TOTAL Operating Expenses	\$ 280,877	\$ 315,141	\$ 331,276	\$ 373,010	\$ 372,782
63-01	GOLF COURSE IMPROVEMENTS	-	-	-	100,000	375,000
64-21	MAINTENANCE EQUIPMENT	40,674	55,000	55,000	35,000	35,000
	SUB- TOTAL Capital Outlay	\$ 40,674	\$ 55,000	\$ 55,000	\$ 135,000	\$ 410,000
	SUBTOTAL	\$ 775,542	\$ 838,771	\$ 820,931	\$ 1,017,406	\$ 1,289,428
91-30	TRANSFER TO VEH SRV FUND	5,602	7,384	7,384	8,580	8,580
91-35	TRANSFER TO SANITATION	5,000	5,000	5,000	5,000	5,000
	SUB- TOTAL Transfers	\$ 10,602	\$ 12,384	\$ 12,384	\$ 13,580	\$ 13,580
	DEPARTMENT TOTAL	\$ 786,144	\$ 851,155	\$ 833,315	\$ 1,030,986	\$ 1,303,008



America's Gateway to the Gulfstream



The Fleet Fund is an internal service fund that is responsible for the repair and replacement of all City vehicles. Funding for fleet operations comes 100% in the form of vehicle service charges and transfers from user departments for vehicle prefunded replacement based on a schedule that varies from department to department depending on the vehicles used, estimated life of the vehicle and intensity of use. The Fleet budget has decreased to \$8.9M from FY 2018-19 budget of \$10.5M due to replacement & acquisition of a smaller fleet for FY2019-20. The vehicle purchases budget for FY 2019-20 is \$4.7M compared to \$6.4M in FY 2018-19.

FLEET MAINTENANCE FUND (An Internal Service Fund)

	2016-17 Actual	2017-18 Actual	2018-19 Amended Budget	2019-20 Adopted Budget	2020-21 Projected Budget	2021-22 Projected Budget
Net Assets, October 1	\$ 8,919,138	\$ 9,623,434	\$ 9,982,855	\$ 7,588,093	\$ 6,778,541	\$ 5,912,388
Operating Revenues	\$ 3,247,763	\$ 3,807,797	\$ 3,719,956	\$ 3,619,151	\$ 3,763,917 (1)	\$ 3,914,474
Operating Expenses	\$ (5,345,175)	\$ (7,514,238)	\$ (6,718,310)	\$ (5,180,378)	\$ (5,283,986) (2)	\$ (5,389,665)
Depreciation/Capital Outlay in Budget Years	\$ (3,769,540)	\$ (3,782,208)	\$ (3,782,208)	\$ (3,782,208)	\$ (3,782,208)	\$ (3,782,208)
Operating Income (Loss)	\$ (5,866,952)	\$ (7,488,649)	\$ (6,780,562)	\$ (5,343,435)	\$ (5,302,277)	\$ (5,257,400)
Nonoperating Revenue	\$ 229,710	\$ 124,281	\$ -	\$ -	\$ -	\$ -
Nonoperating Expense - GASB	\$ 183,390	\$ (177,995)	\$ -	\$ -	\$ -	\$ -
Transfers In (To) Other Funds						
Vehicle Service Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
General Fund	\$ 1,918,271	\$ 1,933,236	\$ 2,121,706	\$ 2,114,123	\$ 2,000,000	\$ 2,000,000
Water & Sewer Utility Fund	\$ 564,587	\$ 851,349	\$ 937,596	\$ 992,792	\$ 992,792	\$ 992,792
Golf Course	\$ 1,924	\$ 5,602	\$ 7,384	\$ 8,580	\$ 2,392	\$ 2,392
Solid Waste Fund	\$ 1,723,669	\$ 1,252,186	\$ 1,297,976	\$ 1,395,383	\$ 1,395,383	\$ 1,395,383
Warehouse Fund	\$ 2,184	\$ 4,876	\$ 6,448	\$ 6,448	\$ 29,000	\$ 29,000
Recreation Program Revenue Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Cemetery Fund	\$ 16,568	\$ 14,263	\$ 14,690	\$ 16,557	\$ 16,557	\$ 16,557
Net Transfers In (To) Other Funds	\$ 4,227,203	\$ 4,061,512	\$ 4,385,800	\$ 4,533,883	\$ 4,436,124	\$ 4,436,124
Contra Account - Capital Outlay	\$ 2,114,335	\$ 3,662,277				
Increase (Decrease) In Net Assets	\$ 704,296	\$ 359,421	\$ (2,394,762)	\$ (809,552)	\$ (866,153)	\$ (821,276)
Net Assets, September 30	\$ 9,623,434	\$ 9,982,855	\$ 7,588,093	\$ 6,778,541	\$ 5,912,388	\$ 5,091,113
Less Designated for Prefunded Vehicles	\$ 73,455	\$ 662,911	\$ 662,911	\$ 662,911	\$ 662,911	\$ 662,911
Less Investment in Capital Assets	\$ (9,964,934)	\$ (8,111,079)	\$ (8,111,079)	\$ (8,111,079)	\$ (8,111,079)	\$ (8,111,079)
Undesignated Net Assets Available	\$ (268,045)	\$ 2,534,687	\$ 139,925	\$ (669,627)	\$ (1,535,780)	\$ (2,357,055)



FLEET MAINTENANCE FUND

	<u>Total</u>
REVENUES:	
Vehicle Service Charges	\$ 3,291,651
Miscellaneous Income	325,000
Interest Income	2,500
Transfers In	4,533,883
Fund Balance (Increase) Decrease	<u>809,552</u>
 Total Revenues:	 <u>\$ 8,962,586</u>
APPROPRIATIONS:	
Personnel Services	\$ 1,261,798
Operating Expenses	2,784,127
Capital Outlay	142,000
Vehicle Purchases	4,769,924
Transfer	<u>4,737</u>
 Total Appropriations:	 <u>\$ 8,962,586</u>



DETAIL REVENUES

ACCOUNT DESCRIPTION	2017/18 Actual Revenue	2018/19 Adopted Revenue	2018/19 Estimated Revenue	2019/20 Proposed Revenue	2019/20 Adopted Revenue
CHARGES FOR SERVICES					
INT SRV CHGS-GENERAL	3,666,663	3,392,456	3,392,456	3,391,651	3,291,651
TOTAL CHARGES FOR SERVICES	\$ 3,666,663	\$ 3,392,456	\$ 3,392,456	\$ 3,391,651	\$ 3,291,651
INVESTMENT INCOME					
INTEREST INCOME	1,662	2,500	2,500	2,500	2,500
TOTAL INVESTMENT INCOME	\$ 1,662	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500
DISPOSAL OF FIXED ASSETS					
SALE OF SURPLUS EQUIP.	122,097	200,000	2,000	200,000	200,000
TOTAL DISPOSAL OF FIXED ASSETS	\$ 122,097	\$ 200,000	\$ 2,000	\$ 200,000	\$ 200,000
MISCELLANEOUS INCOME					
VS - PARTS MARKUP	88,925	90,000	90,000	90,000	90,000
VS - FUEL MARKUP	52,209	35,000	35,000	35,000	35,000
MISCELLANEOUS INCOME	522	-	-	-	-
TOTAL MISCELLANEOUS INCOME	\$ 141,656	\$ 125,000	\$ 125,000	\$ 125,000	\$ 125,000
TRANSFERS IN					
GENERAL FUND	1,933,236	2,121,706	2,121,706	2,114,123	2,114,123
WATER/SEWER REVENUE	851,349	937,596	937,596	992,792	992,792
GOLF COURSE	5,602	7,384	7,384	8,580	8,580
SANITATION	1,252,186	1,297,976	1,297,976	1,498,168	1,395,383
WAREHOUSE	4,876	6,448	6,448	6,448	6,448
BBMP	14,263	14,690	14,690	16,557	16,557
TOTAL TRANSFERS IN	\$ 4,061,512	\$ 4,385,800	\$ 4,385,800	\$ 4,636,668	\$ 4,533,883
SUB TOTAL	\$ 7,993,590	\$ 8,105,756	\$ 7,907,756	\$ 8,355,819	\$ 8,153,034
ENCUMBRANCE ROLL OVER					
FUND BALANCE (INCREASE) DECREASE	3,124,861	2,394,762	382,244	658,836	809,552
GRAND TOTAL	\$ 11,118,451	\$ 10,500,518	\$ 8,290,000	\$ 9,014,655	\$ 8,962,586

SUMMARY OF EXPENDITURES

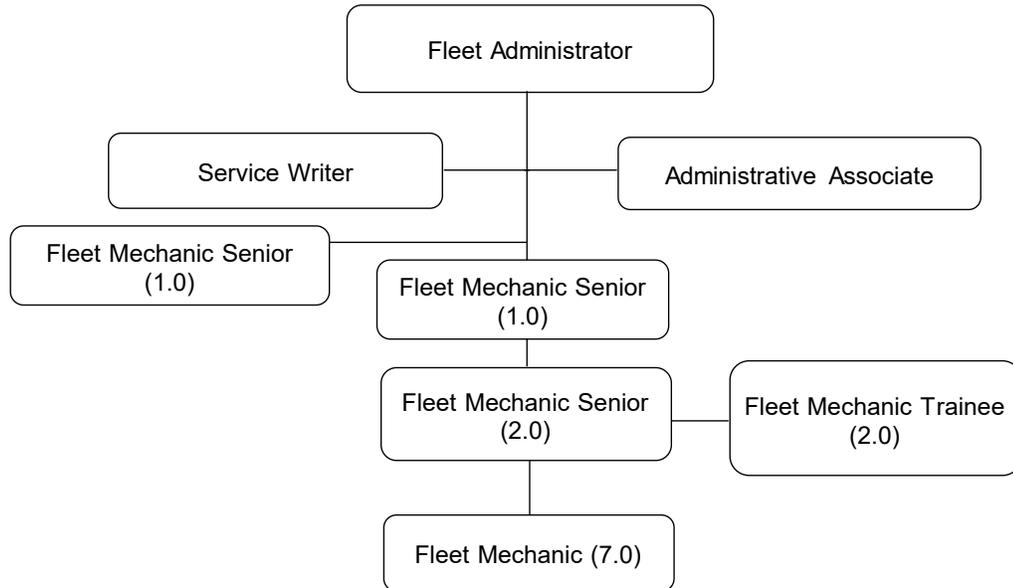
ACCOUNT	2017/2018 Actual Expense	2018/2019 Amended Budget	2018/2019 Estimated Expenditures	2019/2020 Department Request	2019/2020 Adopted Budget
FLEET MAINTENANCE FUND 501-2516-519					
DEPARTMENT SUMMARY					
Personnel Services	840,946	1,054,097	971,200	1,314,750	1,261,798
Operating Expenses	2,821,364	2,998,264	2,262,221	2,783,244	2,784,127
Capital Outlay	3,662,277	6,448,157	5,056,579	4,911,924	4,911,924
Nonoperating Expenses	3,793,864	-	-	4,737	4,737
TOTAL	\$ 11,118,451	\$ 10,500,518	\$ 8,290,000	\$ 9,014,655	\$ 8,962,586
Estimated as % of Budget			78.9%		



ORGANIZATIONAL CHART

DEPARTMENT: Public Works
DIVISION: Fleet Maintenance

FUND: 501
DEPT. NO.: 2516





DEPARTMENT: Public Works
DIVISION: Fleet Maintenance

FUND: 501
DEPT. NO.: 2516

DEPARTMENT MISSION STATEMENT: The Fleet Maintenance Division is committed to providing the highest quality of service in the most cost effective and efficient manner. Fleet Maintenance is also dedicated to environmental sustainability.

DEPARTMENT CORE SERVICES:

- Provide quality service to ensure that departments throughout the City can provide their organizational mission.

STRATEGIC PLAN INITIATIVES AND DEPARTMENT INITIATIVES ALIGNMENT:

City Initiative No. 1: Redevelop Downtown

Department Initiatives Alignment: No applicable initiatives this year

City Initiative No. 2: Building Wealth in the Community

Department Initiatives Alignment:

1. Provide full inspection of vehicles on scheduled intervals.
2. Inform customers via maintenance reports, PM reports, and emails.
3. Monitor technician productivity to ensure quick turn around time.
4. Ensure technicians are aware of latest automotive technology through the original equipment manufacturer and professional organizations.

Target Performance Metrics:

- Monitoring the number of PM's completed as opposed to break down repairs.
- Provide monthly reports to customers.
- Technician productivity.
- Number of certifications and training hours.



PERSONNEL ALLOCATION

DEPARTMENT: Public Works			FUND: 501				
DIVISION: Fleet Maintenance			DEPT. NO.: 2516				
Position Title	Position Number	Pay Grade	2017/18 Actual	2018/19 Actual	2019/20 Inc/(Dec)	2019/20 Requested	2019/20 Adopted
Full-Time Positions:							
Fleet Administrator	56019	26	1.0	1.0	0.0	1.0	1.0
Fleet Mechanic, Supervisor		24	0.0	0.0	1.0	1.0	1.0
Master Fleet Mechanic		22	0.0	0.0	1.0	1.0	1.0
Fleet Mechanic, Senior	56201	17	2.0	2.0	0.0	2.0	2.0
Fleet Mechanic	56211	14	7.0	7.0	0.0	7.0	7.0
Fleet Mechanic Trainee		12	0.0	0.0	2.0	2.0	2.0
Administrative Associate	00370	10	1.0	1.0	0.0	1.0	1.0
Service Writer	04542	9	1.0	1.0	0.0	1.0	1.0
Total Personnel:			12.0	12.0	4.0	16.0	16.0

Performance Measures	Actual			Estimate	Projected
	2015-16	2016-17	2017-18	2018-19	2019-20
Fleet					
Number of Vehicles (Prior Year Information unavailable in H.T.E.)	606	634	670	690	690
Number of work orders (jobs) processed	7,300	7,500	8,800	900	900
Total maintenance expenditures for PD Vehicles (Maint. & Fuel)	\$1,010,000	\$1,010,000	\$1,015,000	\$1,025,000	\$ 700,000



DETAIL EXPENDITURES

	ACCOUNT	2017/2018 Actual Expense	2018/2019 Amended Budget	2018/2019 Estimated Expenditures	2019/2020 Department Request	2019/2020 Adopted Budget
DIV 16 FLEET 501-2516-519						
	DEPARTMENT SUMMARY					
	Personnel Services	840,946	1,054,097	971,200	1,314,750	1,261,798
	Operating Expenses	2,821,364	2,998,264	2,262,221	2,783,244	2,784,127
	Capital Outlay	3,662,277	6,448,157	5,056,579	4,911,924	4,911,924
	Nonoperating Expenses	3,793,864	-	-	4,737	4,737
	TOTAL	\$ 11,118,451	\$ 10,500,518	\$ 8,290,000	\$ 9,014,655	\$ 8,962,586
	Estimated as % of Budget			78.9%		
12-10	REGULAR SALARIES/WAGES	567,575	619,075	570,000	667,186	667,186
12-20	HOLIDAY PAY	5,791	5,800	5,200	5,200	5,200
14-10	OVERTIME	69,141	89,000	78,600	18,000	18,000
15-11	TOOL ALLOWANCE	8,042	8,164	8,164	9,000	9,000
15-12	CELL PHONE ALLOWANCE	-	-	-	360	360
15-13	SHOE ALLOWANCE	1,180	1,480	1,328	1,480	1,480
15-20	CAR ALLOWANCE	4,389	4,800	4,800	4,800	4,800
19-99	NEW PERSONNEL/RECLASS	-	-	-	288,513	235,561
21-10	EMPLOYER FICA	47,788	53,500	46,800	46,800	46,800
22-10	GENERAL EMPLOYEES PENSION	145,506	162,763	162,763	167,774	167,774
22-12	PENSION EXPENSE GASB 68	(89,375)	-	-	-	-
23-10	LIFE INSURANCE	534	284	200	284	284
23-11	LIFE INSURANCE-RETIREEES	41	60	25	60	60
23-20	DISABILITY INSURANCE	2,073	4,078	3,900	3,000	3,000
23-30	HEALTH INSURANCE	67,284	90,639	74,736	96,089	96,089
23-32	CIGNA HSA	6,042	-	-	-	-
23-34	HSA	-	8,250	9,500	-	-
23-40	DENTAL INSURANCE	4,406	5,539	4,620	5,539	5,539
23-50	VISION INSURANCE	529	665	564	665	665
	SUB-TOTAL Personnel Services	\$ 840,946	\$ 1,054,097	\$ 971,200	\$ 1,314,750	\$ 1,261,798
32-10	AUDIT FEE	4,730	4,269	2,000	4,269	4,269
34-54	DISP. OF HAZARDOUS MAT.	1,049	-	-	-	-
41-15	CELLULAR PHONE/BEEPER	2,020	2,400	2,400	1,800	1,800
43-10	ELECTRIC SERVICE	3,672	4,200	3,883	3,000	3,000
43-20	WATER/SEWER SERVICE	1,010	1,150	1,630	1,100	1,100
44-31	EQUIPMENT RENTAL	1,489	1,802	1,000	500	500
46-20	COPY MACHINE RENTAL	873	2,000	2,000	3,000	3,000
46-30	EQUIPMENT MAINTENANCE	36,478	2,953	1,503	1,500	1,500
46-31	VEHICLE MAINT. - GARAGE	32,466	56,096	20,296	20,296	23,543
46-91	VEHICLE MAINT. - OTHER	170,966	110,843	85,000	85,000	85,000
46-91	SOFTWARE MAINTENANCE	4,235	8,400	8,400	8,400	8,400
49-09	SELF INSURANCE CHGS (W/C)	20,348	20,474	20,474	24,728	22,364
49-10	WAREHOUSE SERVICE CHG	123,383	143,924	143,924	157,331	157,331
49-17	OTHER CONTRACTUAL SRVS	22,769	184,709	200,000	119,000	119,000
49-18	COMPUTER SERVICE CHGS.	-	-	-	400,000	400,000
49-41	LICENSES, FEES & PERMITS	2,013	2,000	1,500	2,000	2,000
51-10	OFFICE SUPPLIES	871	1,625	1,200	2,000	2,000
51-25	COMPUTER SFTWRE <\$750	435	695	685	695	695
52-01	SUPPLIES	3,939	3,300	2,500	2,500	2,500
52-10	FUEL OIL VEHICLES	1,129,041	921,353	930,353	1,100,000	1,100,000
52-12	TIRES & TUBES	203,032	225,000	225,000	225,000	225,000
52-13	AUTO PARTS & SUPPLIES	1,043,081	1,281,000	600,000	600,000	600,000
52-20	OPR EQUIPMENT <\$750	271	800	300	800	800



DETAIL EXPENDITURES

	ACCOUNT	2017/2018 Actual Expense	2018/2019 Amended Budget	2018/2019 Estimated Expenditures	2019/2020 Department Request	2019/2020 Adopted Budget
DIV 16 FLEET 501-2516-519						
52-21	CHEMICALS	680	300	-	750	750
52-22	UNIFORMS	2,273	2,396	2,173	3,000	3,000
52-23	SAFETY CLOTHING/EQUIP.	116	600	500	600	600
52-25	JANITOR SUPPLIES	459	300	-	300	300
52-27	HARDWARE/TOOLS	3,876	4,610	3,000	4,610	4,610
54-10	BOOKS-PUBLICATIONS-VIDEOS	269	50	-	50	50
54-20	MEMBERSHIPS	647	1,415	1,000	1,415	1,415
54-30	TRAINING	4,873	9,600	1,500	9,600	9,600
	SUB- TOTAL Operating Expens	\$ 2,821,364	\$ 2,998,264	\$ 2,262,221	\$ 2,783,244	\$ 2,784,127
62-01	BUILDING IMPROVEMENTS	254,677	22,709	20,000	72,000	72,000
64-02	GENERAL EQUIPMENT	775	12,101	13,000	10,500	10,500
64-14	COMPUTER SOFTWARE	-	2,500	-	52,500	52,500
64-15	COMPUTER EQUIPMENT	5,830	1,500	100	4,000	4,000
64-16	FURNITURE & FIXTURES	-	-	-	3,000	3,000
64-33	VEHICLE PURCHASES	3,400,995	6,409,347	5,023,479	4,769,924	4,769,924
	SUB- TOTAL Capital Outlay	\$ 3,662,277	\$ 6,448,157	\$ 5,056,579	\$ 4,911,924	\$ 4,911,924
	SUBTOTAL	\$ 7,324,587	\$ 10,500,518	\$ 8,290,000	\$ 9,009,918	\$ 8,957,849
95-40	TRANSFER/VEH. SRV. FUND	-	-	-	4,737	4,737
95-40	DEPRECIATION EXPENSE	3,782,208	-	-	-	-
99-02	NON-BUDGETED EXPENSE	11,656	-	-	-	-
	DEPARTMENT TOTAL	\$ 11,118,451	\$ 10,500,518	\$ 8,290,000	\$ 9,014,655	\$ 8,962,586



This is an internal service fund responsible for bulk purchases and storage, record storage, replenishment and delivery of commodities for departments. Materials & Distribution is a division of the Financial Services Department working closely with Procurement Services.

The Materials & Distribution division receives funding from charges for services to operating departments of the City, anticipated FY2019-20 revenues are \$391,000. The operating expenses for the Materials & Distribution Fund in Fiscal Year 2019-20 are \$435,601. The increase in expenses is due to Fleet Parts Expeditor position. FY2020 to FY2022, the City’s Materials & Distribution fund will realize modest growth in Net Assets.

MATERIALS & DISTRIBUTION FUND (An Internal Service Fund)

	2016-17 Actual	2017-18 Actual	2018-19 Amended Budget	2019-20 Adopted Budget	2020-21 Projected Budget	2021-22 Projected Budget
Net Assets, October 1	<u>\$ (151,026)</u>	<u>\$ (195,095)</u>	<u>\$ (135,065)</u>	<u>\$ (137,709)</u>	<u>\$ (188,758)</u>	<u>\$ (236,918)</u>
Operating Revenues	\$ 308,894	\$ 361,787	\$ 379,134	\$ 391,000 (1)	\$ 402,730 (1)	\$ 414,812
Operating Expenses	<u>\$ (294,888)</u>	<u>\$ (292,476)</u>	<u>\$ (371,080)</u>	<u>\$ (435,601) (2)</u>	<u>\$ (444,313) (2)</u>	<u>\$ (457,642)</u>
Operating Income (Loss)	\$ 14,006	\$ 69,311	\$ 8,054	\$ (44,601)	\$ (41,583)	\$ (42,831)
Nonoperating Revenue	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Nonoperating Expense	\$ (1,190)	\$ (4,405)	\$ (4,250)	\$ -	\$ -	\$ -
Transfers In (To) Other Funds						
Vehicle Service Fund	<u>\$ (2,184)</u>	<u>\$ (4,876)</u>	<u>\$ (6,448)</u>	<u>\$ (6,448)</u>	<u>\$ (6,577)</u>	<u>\$ (6,741)</u>
Increase (Decrease) In Net Assets	<u>\$ 10,632</u>	<u>\$ 60,030</u>	<u>\$ (2,644)</u>	<u>\$ (51,049)</u>	<u>\$ (48,160)</u>	<u>\$ (49,572)</u>
Net Assets, September 30	<u>\$ (140,394)</u>	<u>\$ (135,065)</u>	<u>\$ (137,709)</u>	<u>\$ (188,758)</u>	<u>\$ (236,918)</u>	<u>\$ (286,490)</u>
Less Investment in Capital Assets	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Undesignated Net Assets Available	<u>\$ (140,394)</u>	<u>\$ (135,065)</u>	<u>\$ (137,709)</u>	<u>\$ (188,758)</u>	<u>\$ (236,918)</u>	<u>\$ (286,490)</u>

(1) Prior Year + 3%, based on 3yr trend



MATERIALS & DISTRIBUTION FUND

REVENUE:

Materials & Distribution Operations	\$	391,000
Miscellaneous Income		-
Fund Balance (Increase) Decrease		<u>51,049</u>
Total Revenues:	\$	<u><u>442,049</u></u>

APPROPRIATIONS:

Personnel Services		411,318
Operating Expenses		23,283
Capital Outlay		1,000
Non Operating		<u>6,448</u>
Total Appropriations:	\$	<u><u>442,049</u></u>



DETAIL REVENUES

ACCOUNT DESCRIPTION	2017/18 Actual Revenue	2018/19 Adopted Revenue	2018/19 Estimated Revenue	2019/20 Proposed Revenue	2019/20 Adopted Revenue
CHARGES FOR SERVICES					
INT SRV CHGS-GENERAL	123,220	114,723	114,723	112,142	112,142
INT SRV CHGS-COMM IMPR	227	180	180	142	142
INT SRV CHGS-PUBLIC ARTS	146	293	293	261	261
INT SRV CHGS-RECR PROGR	1,259	1,176	1,176	1,123	1,123
INT SRV CHGS-WTR & SWR	105,435	110,906	110,906	112,976	112,976
INT SRV CHGS-GOLF COURSE	2,189	1,780	1,780	1,471	1,471
INT SRV CHGS-SANITATION	5,213	5,546	5,546	5,141	5,141
INT SRV CHGS-VEHICLE SRV	123,383	143,924	143,924	157,332	157,332
INT SRV CHGS-SELF INSURNC	-	137	137	132	132
INT SRV CHGS-SELF INS	164	-	-	-	-
INT SRV CHGS-B.B.M.P.	551	469	469	280	280
TOTAL CHARGES FOR SERVICES	\$ 361,787	\$ 379,134	\$ 379,134	\$ 391,000	\$ 391,000
MISCELLANEOUS INCOME					
MISCELLANEOUS INCOME	-	-	-	-	-
TOTAL MISCELLANEOUS INCOME	\$ -	\$ -	\$ -	\$ -	\$ -
SUB TOTAL	\$ 361,787	\$ 379,134	\$ 379,134	\$ 391,000	\$ 391,000
FUND BALANCE (INCREASE) DECREASE	(58,313)	2,644	4,605	(1,196)	51,049
GRAND TOTAL	\$ 303,474	\$ 381,778	\$ 383,739	\$ 389,804	\$ 442,049

SUMMARY OF EXPENDITURES

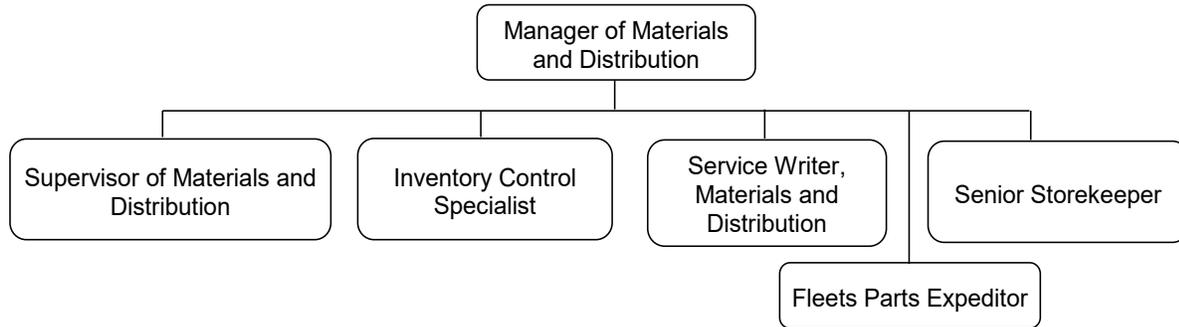
ACCOUNT	2017/2018 Actual Expense	2018/2019 Current Budget	2018/2019 Estimated Expenditures	2019/2020 Department Request	2019/2020 Adopted Budget
MATERIALS & DISTRIBUTION 502-1412-513					
DEPARTMENT SUMMARY					
Personnel Services	264,633	343,639	347,705	358,366	411,318
Operating Expenses	26,126	27,441	25,331	23,990	23,283
Capital Outlay	1,717	-	-	1,000	1,000
Nonoperating Expenses	10,998	10,698	10,703	6,448	6,448
TOTAL	\$ 303,474	\$ 381,778	\$ 383,739	\$ 389,804	\$ 442,049
Estimated as % of Budget			101%		



ORGANIZATIONAL CHART

DEPARTMENT: Financial Services
DIVISION: Materials & Distribution

FUND: 502
DEPT. NO.: 1412





DEPARTMENT: Financial Services
DIVISION: Materials and Distribution

FUND: 502
DEPT. NO.: 1412

DEPARTMENT MISSION STATEMENT: To provide enhanced efficiency, cost reduction and greater accountability through consolidated buying, volume purchasing and automated inventory.

DEPARTMENT CORE SERVICES:

- Inventory
- Procurement
- Fixed Assets
- Surplus
- Record Storage

STRATEGIC PLAN INITIATIVES AND DEPARTMENT INITIATIVES ALIGNMENT:

City Initiative No. 2: High Performance Organization

Department Initiatives Alignment No. 1: INVENTORY

1. Conduct spot checks and monthly sectional counts
2. Conduct quarterly and year-end counts
3. Maintain minimum level of inventory while providing for the City's needs

Target Performance Metrics (Measurement of Achievement) – INVENTORY

- To have close to zero discrepancies by year-end
- To provide for the City's needs in a timely manner

Department Initiatives Alignment No. 2: PROCUREMENT

1. Solicit sealed competitive bids for inventory
2. Obtain quotes for smaller purchases
3. Establish contracts and obtain quotes for special orders

Target Performance Metrics (Measurement of Achievements) – PROCUREMENT

- Establish low prices due to high volume purchasing
- Establish quicker turn-around time of product with earned buying power

Department Initiatives Alignment No. 3: FIXED ASSETS

1. Conduct quarterly inventory
2. Document and properly catalog assets according to their description
3. Acquire photos of all asset equipment
4. Maintain and record all pertaining paperwork involving the life cycle of the fixed asset.

Target Performance Metrics Measurement of Achievement) – FIXED ASSETS

- Correctly document and catalog the fixed asset throughout its life cycle.



Department Initiatives Alignment No. 4: SURPLUS

1. Better promote surplus inventory to departments
2. Dispose fixed asset surplus from system in a timely fashion

Target Performance Metrics Measurement of Achievement) – SURPLUS

- Allowing access for departments to surplus with the most up to date information.

Department Initiatives Alignment No. 5: RECORD STORAGE

1. Improve record storage by updating/creating online access for departments
2. Implement new internal numbering system for better tracking

Target Performance Metrics:

- Allowing access for departments to record storage with the most up to date information.



PERSONNEL ALLOCATION

DEPARTMENT: Financial Services		FUND: 502					
DIVISION: Materials & Distribution		DEPT. NO.: 1412					
Position Title	Position Number	Pay Grade	2017/18 Actual	2018/19 Actual	2019/20 Inc/(Dec)	2019/20 Requested	2019/20 Adopted
Full-Time Positions:							
Manager, Warehouse	04519	24	1.0	0.0	0.0	0.0	0.0
Manager, Materials and Distribution	04539	24	0.0	1.0	0.0	1.0	1.0
Assistant Manager, Warehouse	04529	15	1.0	0.0	0.0	0.0	0.0
Supervisor, Materials and Distribution	04550	15	0.0	1.0	0.0	1.0	1.0
Inventory Control Specialist	04540	12	1.0	1.0	0.0	1.0	1.0
Fleet Parts Expeditor		14	0.0	0.0	1.0	1.0	1.0
Service Writer	04542	9	1.0	0.0	0.0	0.0	0.0
Service Writer, Materials and Distribution	04532	9	0.0	1.0	0.0	1.0	1.0
Senior Storekeeper	04530	9	1.0	1.0	0.0	1.0	1.0
Total Personnel:			5.0	5.0	1.0	6.0	6.0

Performance Measures	Actual			Estimate 2018-19	Projected 2019-20
	2015-16	2016-17	2017-18		
Materials & Distribution					
Amount of Inventory maintained	\$ 730,992	\$ 714,297	\$ 723,282	\$ 705,527	\$ 705,527
Number of Field Purchase Orders managed	5,121	4,618	4,581	4,953	4,953
Number of Inventory Issues (Orders) managed	48,213	44,855	46,611	46,611	46,770



DETAIL EXPENDITURES

ACCOUNT		2017/2018 Actual Expense	2018/2019 Amended Budget	2018/2019 Estimated Expenditures	2019/2020 Department Request	2019/2020 Adopted Budget
DIV 13 MATERIALS & DISTRIBUTION 502-1412-513						
DEPARTMENT SUMMARY						
	Personnel Services	264,633	343,639	347,705	358,366	411,318
	Operating Expenses	26,126	27,441	25,331	23,990	23,283
	Capital Outlay	1,717	-	-	1,000	1,000
	Nonoperating Expenses	10,998	10,698	10,703	6,448	6,448
	TOTAL	\$ 303,474	\$ 381,778	\$ 383,739	\$ 389,804	\$ 442,049
	Estimated as % of Budget			100.5%		
12-10	REGULAR SALARIES/WAGES	202,934	223,859	221,625	228,297	228,297
14-10	OVERTIME	-	50	1,000	1,000	1,000
15-12	CELL PHONE ALLOWANCE	580	480	480	480	480
15-13	SHOE ALLOWANCE	148	148	148	148	148
19-99	NEW PERSONNEL/RECLASS	-	-	-	-	52,952
21-10	EMPLOYER FICA	15,446	17,170	14,370	17,513	17,513
22-10	GENERAL EMPLOYEES PENSION	44,695	72,275	72,275	69,229	69,229
22-12	PENSION EXPENSE GASB 68	(26,261)	-	-	-	-
23-10	LIFE INSURANCE	288	214	214	214	214
23-20	DISABILITY INSURANCE	665	1,476	776	895	895
23-30	HEALTH INSURANCE	22,243	23,507	32,807	38,236	38,236
23-32	CIGNA HSA	2,250	-	-	-	-
23-34	HSA	-	3,000	2,250	-	-
23-40	DENTAL INSURANCE	1,469	1,284	1,584	2,098	2,098
23-50	VISION INSURANCE	176	176	176	256	256
	SUB-TOTAL Personnel Services	\$ 264,633	\$ 343,639	\$ 347,705	\$ 358,366	\$ 411,318
32-10	AUDIT FEE	1,183	1,067	1,067	1,067	1,067
41-15	CELLULAR PHONE/BEEPER	-	300	300	300	300
43-10	ELECTRIC SERVICE	3,057	3,450	4,000	4,000	4,000
46-30	VEHICLE MAINT. - GARAGE	6,833	5,010	5,010	5,010	4,539
46-91	SOFTWARE MAINTENANCE	-	1,206	1,206	-	-
49-09	SELF INSURANCE CHGS (W/C)	2,035	2,048	2,048	2,473	2,237
49-17	OTHER CONTRACTUAL SRVS	-	5,816	1,300	-	-
51-10	OFFICE SUPPLIES	1,202	1,500	1,500	2,000	2,000
52-20	OPR EQUIPMENT <\$750	7,680	2,550	3,000	3,000	3,000
52-22	UNIFORMS	1,535	1,854	2,000	2,000	2,000
52-23	SAFETY CLOTHING/EQUIP.	399	400	400	400	400
52-27	HARDWARE/TOOLS	1,207	1,550	1,500	1,500	1,500
54-20	MEMBERSHIPS	215	640	300	540	540
54-30	TRAINING	-	-	500	500	500
54-36	CAREER DEVELOPMENT	780	50	1,200	1,200	1,200
	SUB- TOTAL Operating Expenses	\$ 26,126	\$ 27,441	\$ 25,331	\$ 23,990	\$ 23,283
64-15	COMPUTER EQUIPMENT	1,717	-	-	1,000	1,000
	SUB- TOTAL Capital Outlay	\$ 1,717	\$ -	\$ -	\$ 1,000	\$ 1,000
91-30	TRANSFER/VEH. SRV. FUND	4,876	6,448	6,448	6,448	6,448
95-40	DEPRECIATION EXPENSE	989	-	-	-	-
99-02	NON-BUDGETED EXPENSE	5,133	4,250	4,255	-	-
	SUB- TOTAL Transfers	\$ 10,998	\$ 10,698	\$ 10,703	\$ 6,448	\$ 6,448
	DEPARTMENT TOTAL	\$ 303,474	\$ 381,778	\$ 383,739	\$ 389,804	\$ 442,049



This is an internal service fund that is responsible for the City’s liability insurance program, workers compensation and the safety program. The fund is operating as planned and the staff has instituted excellent safety and loss prevention programs to reduce our exposure.

The budgeted expenses for FY2019-20 have increased to \$6.1M from the \$5.6M in FY2018-19. Revenues are generated from service charges to all departments and are expected to increase 3% next fiscal year. There is an improvement in the fund balance in future fiscal years.

SELF-INSURANCE/RISK MGMT. FUND (An Internal Service Fund)

	2016-17 Actual	2017-18 Actual	2018-19 Amended Budget	2019-20 Adopted Budget	2020-21 Projected Budget	2021-22 Projected Budget
Net Assets, October 1	\$ (3,107,814)	\$ (3,181,226)	\$ (2,977,792)	\$ (2,283,181)	\$ (1,543,581)	\$ (717,311)
Operating Revenues	\$ 4,635,295	\$ 4,900,003	\$ 5,656,751	\$ 6,202,866	\$ 6,388,952 (1)	\$ 6,580,621 (1)
Operating Expenses	\$ (5,631,849)	\$ (5,524,045)	\$ (5,618,740)	\$ (6,119,866)	\$ (6,242,263) (2)	\$ (6,367,109) (2)
Operating Income (Loss)	\$ (996,554)	\$ (624,042)	\$ 38,011	\$ 83,000	\$ 146,689	\$ 213,512
Nonoperating Revenue	\$ 732,437	\$ 208,876	\$ 38,000	\$ 38,000	\$ 39,330	\$ 39,330
Nonoperating (Expense)	\$ 13,275	\$ (6,064)	\$ -	\$ -	\$ -	\$ -
Transfers In (To) Other Funds						
General Fund	\$ 203,590	\$ 463,950	\$ 463,950	\$ 463,950	\$ 480,188	\$ 480,188
Water & Sewer Fund	\$ 54,291	\$ 123,720	\$ 123,720	\$ 123,720	\$ 128,050	\$ 128,050
Sanitation	\$ 13,573	\$ 30,930	\$ 30,930	\$ 30,930	\$ 32,013	\$ 32,013
Net Transfers In (To) Other Funds	\$ 271,454	\$ 618,600	\$ 618,600	\$ 618,600	\$ 640,251	\$ 640,251
Increase (Decrease) In Net Assets	\$ 7,337	\$ 203,434	\$ 694,611	\$ 739,600	\$ 826,270	\$ 893,093
Net Assets, September 30	\$ (3,100,477)	\$ (2,977,792)	\$ (2,283,181)	\$ (1,543,581)	\$ (717,311)	\$ 175,782
Less Investment in Capital Assets	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Undesignated Net Assets Available	\$ (3,100,477)	\$ (2,977,792)	\$ (2,283,181)	\$ (1,543,581)	\$ (717,311)	\$ 175,782

(1) Prior Year + 3%, based on 3yr fixed
(2) Prior Year + 2%, based on 3yr trend



SELF INSURANCE (RISK MGMT.) FUND

REVENUE:

Investment Income	\$	8,000
Miscellaneous Income		75,000
Interfund Service Charges		5,501,116
Transfers		618,750
Fund Balance (Increase) Decrease		<u>(83,000)</u>
Total Revenues:	\$	<u>6,119,866</u>

APPROPRIATIONS:

Personnel	\$	485,008
Operating Expenses		5,634,858
Capital Outlay		-
Non Operating		<u>-</u>
Total Appropriations:	\$	<u>6,119,866</u>



DETAIL REVENUES

ACCOUNT DESCRIPTION	2017/18 Actual Revenue	2018/19 Adopted Revenue	2018/19 Estimated Revenue	2019/20 Proposed Revenue	2019/20 Adopted Revenue
CHARGES FOR SERVICES					
INT SRV CHGS-GENERAL	2,726,279	2,781,813	2,781,813	3,374,863	3,053,407
INT SRV CHGS-COMM IMPR	5,564	5,599	5,999	6,762	6,115
INT SRV CHGS-PUBLIC ARTS	1,474	1,487	1,487	1,791	1,619
INT SRV CHGS-RECR PROGR	8,616	8,685	8,685	10,499	9,496
INT SRV CHGS-WTR & SWR	1,534,683	1,567,964	1,567,964	1,914,818	1,731,798
INT SRV CHGS-GOLF COURSE	125,410	126,139	126,139	152,766	138,165
INT SRV CHGS-SANITATION	469,371	479,522	479,522	584,978	529,065
INT SRV CHGS-VEHICLE SRV	20,348	20,474	20,474	24,728	22,364
INT SRV CHGS-WAREHOUSE	2,035	2,048	2,048	2,473	2,237
INT SRV CHGS-SELF INSURNC	1,718	1,735	1,735	2,100	1,900
INT SRV CHGS-B.B.M.P.	4,505	4,535	4,535	5,473	4,950
TOTAL CHARGES FOR SERVICES	\$ 4,900,003	\$ 5,000,001	\$ 5,000,401	\$ 6,081,251	\$ 5,501,116
INVESTMENT INCOME					
INTEREST INCOME	2,528	8,000	8,000	8,000	8,000
TOTAL INVESTMENT INCOME	\$ 2,528	\$ 8,000	\$ 8,000	\$ 8,000	\$ 8,000
MISCELLANEOUS INCOME					
RESTITUTIONS	161,401	30,000	30,000	25,000	25,000
MISCELLANEOUS INCOME	65	-	-	-	-
INSURANCE REIMBURSEMENT	44,882	-	-	50,000	50,000
TOTAL MISCELLANEOUS INCOME	\$ 206,348	\$ 30,000	\$ 30,000	\$ 75,000	\$ 75,000
TRANSFERS IN					
GENERAL FUND	463,950	463,950	463,950	463,950	463,950
WATER/SEWER REVENUE	123,720	123,870	123,870	123,870	123,870
SANITATION	30,930	30,930	30,930	30,930	30,930
TOTAL TRANSFERS IN	\$ 618,600	\$ 618,750	\$ 618,750	\$ 618,750	\$ 618,750
SUB-TOTAL	\$ 5,727,479	\$ 5,656,751	\$ 5,657,151	\$ 6,783,001	\$ 6,202,866
FUND BALANCE (INCREASE) DECREASE	(209,498)	(38,011)	848,513	(145,013)	(83,000)
GRAND TOTAL	\$ 5,517,981	\$ 5,618,740	\$ 6,505,664	\$ 6,637,988	\$ 6,119,866

SUMMARY OF EXPENDITURES

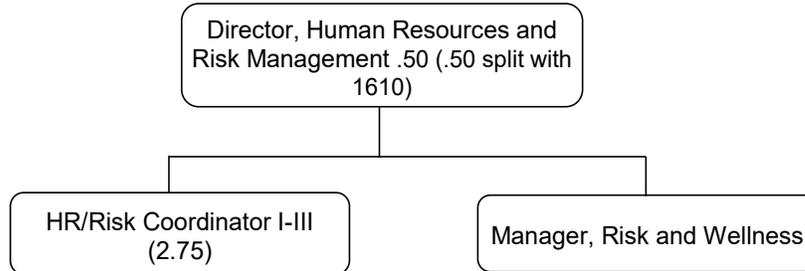
ACCOUNT	2017/2018 Actual Expense	2018/2019 Amended Budget	2018/2019 Estimated Expenditures	2019/2020 Department Request	2019/2020 Adopted Budget
RISK MGMNT/ SELF-INSURANCE 522-1710-519					
DEPARTMENT SUMMARY					
Personnel Services	350,422	436,256	445,159	486,712	485,008
Operating Expenses	5,168,157	5,182,484	6,060,505	6,151,276	5,634,858
Capital Outlay	-	-	-	-	-
Nonoperating Expenses	(598)	-	-	-	-
TOTAL	\$ 5,517,981	\$ 5,618,740	\$ 6,505,664	\$ 6,637,988	\$ 6,119,866
Estimated as % of Budget			116%		



ORGANIZATIONAL CHART

DEPARTMENT: Human Resources
DIVISION: Risk Management

FUND: 522
DEPT. NO.: 1710



Director, Human Resources and Risk Management - Funded 50% in Human Resources



DEPARTMENT: Risk Management
DIVISION:

FUND: 522
DEPT. NO.: 1710

DEPARTMENT MISSION STATEMENT: Risk Management uses proactive strategies to protect the City's resources, especially its most important human assets, and provides timely customer service with competence and compassion

DEPARTMENT CORE SERVICES:

- Educate and inform employees on safety, incident prevention and workers' compensation procedures; and, to reduce the cost of risk financing.

STRATEGIC PLAN INITIATIVES AND DEPARTMENT INITIATIVES ALIGNMENT:

City Initiative No. 2: Building Wealth in the Community

Department Initiatives No. 1: Reduce Liability Claims

1. Routinely inspect City property
2. Timely respond to incidents to investigate causes and develop resolutions to prevent future occurrences
3. Encourage employees to be accountable for safety by reporting hazards in the field

Department Initiatives No. 2: Improve Safety Awareness, Training and Monitoring

1. Coordinate safety meetings with each department
2. Ensure employees have Personal Protective Equipment appropriate for their jobs
3. Create awareness of safety through newsletters, bulletins, posters, and communication

Department Initiatives No. 3: Implement Risk Management Information System

1. Design and implement RMIS customized for the needs of the City
2. Timely enter all incident, claim, and cost information into the RMIS
3. Monitor, report, and evaluate incidents and claims by department

Target Performance Metrics:

- Reduction of incidents that result in injury or property damage.



PERSONNEL ALLOCATION

DEPARTMENT: Human Resources		FUND: 522					
DIVISION: Risk Management		DEPT. NO.: 1710					
Position Title	Position Number	Pay Grade	2017/18 Actual	2018/19 Actual	2019/20 Inc/(Dec)	2019/20 Requested	2019/20 Adopted
Full-Time Positions:							
Director, HR & Risk Management	05309	47	0.5	0.5	0.0	0.5	0.5
Manager, Risk and Wellness	05149	30	1.0	1.0	0.0	1.0	1.0
Unspecified Personnel			3.0	3.0	0.0	3.0	3.0
HR/Risk Coordinator I	05100	16	*	*	*	*	*
HR/Risk Coordinator II	05110	18	*	*	*	*	*
HR/Risk Coordinator III	05139	20	*	*	*	*	*
Total Personnel:			<u>4.5</u>	<u>4.5</u>	<u>0.0</u>	<u>4.5</u>	<u>4.5</u>

Performance Measures	Actual			Estimate 2018-19	Projected 2019-20
	2015-16	2016-17	2017-18		
Risk Management					
Number of Automobile Accidents	56	42	53	46	40
Workers Compensation Claims	168	156	89	86	95
<i>Record Only</i>	12	8	2	2	10
<i>Lost Time</i>	75	36	20	32	20
<i>Medical Only</i>	81	112	67	52	65
Number of Citywide Safety Meetings	132	85	134	150	155



DETAIL EXPENDITURES

ACCOUNT		2017/2018 Actual Expense	2018/2019 Amended Budget	2018/2019 Estimated Expenditures	2019/2020 Department Request	2019/2020 Adopted Budget
DIV 19 SELF-INSURANCE 522-1710-519						
DEPARTMENT SUMMARY						
	Personnel Services	350,422	436,256	445,159	486,712	485,008
	Operating Expenses	5,168,157	5,182,484	6,060,505	6,151,276	5,634,858
	Capital Outlay	-	-	-	-	-
	Nonoperating Expenses	(598)	-	-	-	-
	TOTAL	\$ 5,517,981	\$ 5,618,740	\$ 6,505,664	\$ 6,637,988	\$ 6,119,866
	Estimated as % of Budget			115.8%		
12-10	REGULAR SALARIES/WAGES	263,818	282,348	275,000	305,047	305,047
12-20	HOLIDAY PAY	61	-	-	-	-
14-10	OVERTIME	5,063	5,000	5,000	5,000	5,000
15-12	CELL PHONE ALLOWANCE	504	1,004	1,008	1,008	504
15-20	CAR ALLOWANCE	3,000	3,500	3,600	3,600	2,400
19-99	NEW PERSONNEL/RECLASS	-	-	11,552	21,361	21,361
21-10	EMPLOYER FICA	19,867	21,064	24,889	22,737	22,737
22-10	GENERAL EMPLOYEES PENSION	66,309	82,418	82,418	90,033	90,033
22-12	PENSION EXPENSE GASB 68	(39,943)	-	-	-	-
23-10	LIFE INSURANCE	180	206	233	233	233
23-11	LIFE INSURANCE-RETIREES	30	10	9	-	-
23-20	DISABILITY INSURANCE	167	1,147	1,294	1,162	1,162
23-30	HEALTH INSURANCE	25,857	33,033	34,412	34,412	34,412
23-32	CIGNA HSA	3,688	-	-	-	-
23-34	HSA	-	4,200	3,625	-	-
23-40	DENTAL INSURANCE	1,626	2,077	1,888	1,888	1,888
23-50	VISION INSURANCE	195	249	231	231	231
	SUB-TOTAL Personnel Services	\$ 350,422	\$ 436,256	\$ 445,159	\$ 486,712	\$ 485,008
31-11	LEGAL FEES - PROP & LIAB	727,344	933,000	725,000	725,000	725,000
31-17	LEGAL FEES - WC	-	-	105,000	105,000	55,000
31-20	PHYSICIAN EXAMS	16,882	40,000	40,000	40,000	25,000
31-21	CITY CLINIC	366,494	618,750	618,750	618,750	618,750
31-90	OTHER PROF SRVS-PROP&LIB	110,256	216,000	140,000	140,000	140,000
31-92	PROF SERVICES - WC	-	-	100,000	160,000	160,000
32-10	AUDIT FEE	2,956	2,668	2,956	2,668	2,668
32-11	ACTUARIAL FEE	5,800	5,900	6,000	6,000	6,000
40-12	BUSINESS MEETINGS	900	2,380	2,000	2,000	2,000
44-31	COPY MACHINE RENTAL	(2,835)	2,500	-	-	-
45-02	AUTO LIAB EXC PREMIUM	41,981	44,020	44,020	-	-
45-03	AUTO PREMIUM	32,743	26,924	26,924	-	-
45-04	LIABILITY INSURANCE PKG	281,004	315,362	300,000	355,000	290,000
45-05	PROPERTY INSURANCE PKG	454,666	456,401	450,000	450,000	450,000
45-09	WORKERS COMP EXCESS INS	230,029	228,138	160,000	160,000	190,000
45-12	WORK COMP SELF INSURED	1,503,520	1,748,635	1,700,000	-	-
45-14	WORKERS' COMP ACCESS FEES	-	-	40,000	40,000	40,000
45-15	LIABILITY INSURANCE MISC	-	-	3,750	3,750	3,750
46-20	EQUIPMENT MAINTENANCE	8,150	-	-	-	-
46-91	SOFTWARE MAINTENANCE	-	16,300	100,000	100,000	82,000
48-21	EMPLOYEE RECOGNITION	-	2,200	1,500	1,500	2,300
49-09	SELF INSURANCE CHGS (W/C)	1,718	1,735	2,100	2,101	1,900
49-10	WAREHOUSE SERVICE CHG	164	137	132	132	132
49-17	OTHER CONTRACTUAL SRVS	303,730	251,624	125,000	125,000	60,624
49-19	SELF INSURD LOSS-PROPERTY	56,169	80,000	100,000	100,000	65,359
49-20	SELF INSURED LOSS-LIAB.	1,017,266	165,000	500,000	1,000,000	900,000
49-21	AUTO LIAB. SELF INS. LOSS	6,933	10,000	3,150	-	-
49-22	AUTO PHY. DAM. SELF INS	807	-	-	-	-
49-23	INSURANCE RESERVE	-	10,000	10,000	10,000	10,000
49-23	SELF INSURED LOSS - WC	-	-	750,000	2,000,000	1,800,000
51-10	OFFICE SUPPLIES	690	2,500	2,500	2,500	2,500
52-79	TRAINING AIDS	290	500	500	500	500
54-10	BOOKS-PUBLICATIONS-VIDEOS	-	500	99	500	500
54-20	MEMBERSHIPS	500	1,010	875	875	875
54-30	TRAINING	-	300	249	-	-
	SUB- TOTAL Operating Expenses	\$ 5,168,157	\$ 5,182,484	\$ 6,060,505	\$ 6,151,276	\$ 5,634,858
64-15	COMPUTER EQUIPMENT	-	-	-	-	-
	SUB- TOTAL Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -
	SUBTOTAL	\$ 5,518,579	\$ 5,618,740	\$ 6,505,664	\$ 6,637,988	\$ 6,119,866
54-10	DEPRECIATION EXPENSE	183	-	-	-	-
54-10	DISPOSAL OF ASSETS	(781)	-	-	-	-
	DEPARTMENT TOTAL	\$ 5,517,981	\$ 5,618,740	\$ 6,505,664	\$ 6,637,988	\$ 6,119,866



America's Gateway to the Gulfstream



This fund was established to maintain the financial operations of “Red Light Camera Program” in FY 2011-12. There is ongoing legal challenges to the red light camera program in Palm Beach County and the state of Florida thus revenues will vary annually.

The FY 2019-20 adopted budget, \$1.3M, shows an increase to the general fund transfer appropriation over the prior year. For FY 2019-20, the general fund transfer has been increase from \$100K to \$300K. The Traffic Safety fund still has a healthy fund balance thru FY2021-22.

TRAFFIC SAFETY FUND (A Special Revenue Fund)

	2016-17 Actual	2017-18 Actual	2018-19 Amended Budget	2019-20 Adopted Budget	2020-21 Projected Budget	2021-22 Projected Budget
Total Fund Balance, October 1	\$ 350,738	\$ 859,078	\$ 1,346,196	\$ 1,357,460	\$ 1,162,451	\$ 972,092
Revenues	\$ 860,096	\$ 1,606,998	\$ 1,110,600	\$ 1,161,000	\$ 1,195,830 (1)	\$ 1,231,705 (1)
Expenditures	\$ (351,756)	\$ (1,019,880)	\$ (999,336)	\$ (1,006,009)	\$ (1,036,189) (2)	\$ (1,067,275) (2)
Revenues Over (Under) Expenditures	\$ 508,340	\$ 587,118	\$ 111,264	\$ 154,991	\$ 159,641	\$ 164,430
Transfers In (To) Other Funds						
Capital Improvement Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
General Fund	\$ -	\$ (100,000)	\$ (100,000)	\$ (350,000)	\$ (350,000)	\$ (350,000)
Net Transfers In (To) Other Funds	\$ -	\$ (100,000)	\$ (100,000)	\$ (350,000)	\$ (350,000)	\$ (350,000)
Net Change in Fund Balance	\$ 508,340	\$ 487,118	\$ 11,264	\$ (195,009)	\$ (190,359)	\$ (185,570)
Total Fund Balance, September 30	\$ 859,078	\$ 1,346,196	\$ 1,357,460	\$ 1,162,451	\$ 972,092	\$ 786,522
Less Reserves & Designations	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Undesignated Fund Balance Available	\$ 859,078	\$ 1,346,196	\$ 1,357,460	\$ 1,162,451	\$ 972,092	\$ 786,522

(1) Prior Year + 3%, based on 3yr trend

(2) Prior Year + 3%, based on 3yr trend



DETAIL REVENUES

ACCOUNT DESCRIPTION	2017/18 Actual Revenue	2018/19 Amended Revenue	2018/19 Estimated Revenue	2019/20 Proposed Revenue	2019/20 Adopted Revenue
FINES & FORFEITURES					
POLICE PARKING FINES	22,890	7,000	7,000	7,000	7,000
VIOLATIONS LOCAL ORD.	1,566,195	1,053,100	1,010,000	1,100,000	1,100,000
RED LIGHT CAM ADMIN FINES	16,627	50,000	50,000	50,000	50,000
INTEREST INCOME	1,286	500	500	4,000	4,000
MISCELLANEOUS INCOME	-	-	-	-	-
SUB TOTAL	\$ 1,606,998	\$ 1,110,600	\$ 1,067,500	\$ 1,161,000	\$ 1,161,000
FUND BALANCE (INCREASE) DECREASE	(487,118)	(11,264)	(67,864)	(54,991)	195,009
GRAND TOTAL	\$ 1,119,880	\$ 1,099,336	\$ 999,636	\$ 1,106,009	\$ 1,356,009

SUMMARY OF EXPENDITURES

ACCOUNT	2017/2018 Actual Expense	2018/2019 Amended Budget	2018/2019 Estimated Expenditures	2019/2020 Department Request	2019/2020 Adopted Budget
TRAFFIC SAFETY FUND 103-2110-521					
DEPARTMENT SUMMARY					
Personnel Services	161,052	188,036	170,505	171,409	171,409
Operating Expenses	858,828	811,300	729,131	825,600	825,600
Capital Outlay	-	-	-	9,000	9,000
Nonoperating Expenses	100,000	100,000	100,000	100,000	350,000
TOTAL	\$ 1,119,880	\$ 1,099,336	\$ 999,636	\$ 1,106,009	\$ 1,356,009
Estimated as % of Budget					



TRAFFIC FUND

REVENUE:

Red Light Camera	\$ 1,157,000
Miscellaneous Income	4,000
Fund Balance (Increase) Decrease	<u>195,009</u>
Total Revenues:	<u>\$ 1,356,009</u>

APPROPRIATIONS:

Personnel Services	\$171,409
Operating Expenses	825,600
Capital Outlay	9,000
Non Operating	<u>350,000</u>
Total Appropriations:	<u>\$ 1,356,009</u>

PERSONNEL ALLOCATION

DEPARTMENT: Police
DIVISION: Traffic Fund

FUND: 103
DEPT. NO.: 2110

Position Title	Position Number	Pay Grade	2017/18 Actual	2018/19 Actual	2019/20 Inc/(Dec)	2019/20 Requested	2019/20 Adopted
Full-Time Positions:							
Police Records Technician	11322	9	1.0	1.0	0.0	1.0	1.0
Community Service Officers	11352	10	2.0	2.0	0.0	2.0	2.0
Total Personnel:			<u>3.0</u>	<u>3.0</u>	<u>0.0</u>	<u>3.0</u>	<u>3.0</u>



DETAIL EXPENDITURES

	ACCOUNT	2017/2018 Actual Expense	2018/2019 Amended Budget	2018/2019 Estimated Expenditures	2019/2020 Department Request	2019/2020 Adopted Budget
DIV 10 TRAFFIC SAFETY FUND 103-2110-521						
DEPARTMENT SUMMARY						
	Personnel Services	161,052	188,036	170,505	171,409	171,409
	Operating Expenses	858,828	811,300	729,131	825,600	825,600
	Capital Outlay	-	-	-	9,000	9,000
	Nonoperating Expenses	100,000	100,000	100,000	100,000	350,000
	TOTAL	\$ 1,119,880	\$ 1,099,336	\$ 999,636	\$ 1,106,009	\$ 1,356,009
	Estimated as % of Budget			90.9%		
12-10	REGULAR SALARIES/WAGES	124,134	120,493	110,000	116,149	116,149
12-20	HOLIDAY PAY	907	-	-	-	-
14-10	OVERTIME	3,049	7,800	5,000	8,000	8,000
15-13	SHOE ALLOWANCE	-	295	295	295	295
21-10	EMPLOYER FICA	9,471	9,628	6,618	8,885	8,885
22-10	GENERAL EMPLOYEES PENSION	-	23,019	23,019	13,153	13,153
23-10	LIFE INSURANCE	68	187	-	132	132
23-20	DISABILITY INSURANCE	244	441	-	441	441
23-30	HEALTH INSURANCE	20,019	22,747	22,147	22,941	22,941
23-32	CIGNA HSA	1,750	-	-	-	-
23-32	HSA	-	1,875	1,875	-	-
23-40	DENTAL INSURANCE	1,259	1,385	1,385	1,259	1,259
23-50	VISION INSURANCE	151	166	166	154	154
	SUB-TOTAL Personnel Services	\$ 161,052	\$ 188,036	\$ 170,505	\$ 171,409	\$ 171,409
31-11	LEGAL FEES & COSTS	47,957	43,500	30,000	55,000	55,000
32-10	AUDIT FEE	-	-	-	-	-
34-53	CONSULTANT FEES	12,803	21,800	7,757	14,000	14,000
44-30	EQUIPMENT RENTAL	793,896	739,200	688,000	745,000	745,000
49-17	OTHER CONTRACTUAL SRVS	4,172	5,800	3,374	9,600	9,600
51-10	OFFICE SUPPLIES	-	1,000	-	1,000	1,000
52-20	OPR EQUIPMENT <\$750	-	-	-	1,000	1,000
	SUB-TOTAL Operating Expenses	\$ 858,828	\$ 811,300	\$ 729,131	\$ 825,600	\$ 825,600
64-15	COMPUTER EQUIPMENT	-	-	-	9,000	9,000
	SUB- TOTAL Capital Outlay	\$ -	\$ -	\$ -	\$ 9,000	\$ 9,000
	SUBTOTAL	\$ 1,019,880	\$ 999,336	\$ 899,636	\$ 1,006,009	\$ 1,006,009
91-01	TRANSFER TO GENERAL FUND	100,000	100,000	100,000	100,000	350,000
	DEPARTMENT TOTAL	\$ 1,119,880	\$ 1,099,336	\$ 999,636	\$ 1,106,009	\$ 1,356,009



This Fund receives the restricted State-shared Local Option Gas Tax that can be used only for "Transportation Expenditures" as defined in the Local Option Gas Tax Fund section of the budget. The City uses the funds for both street maintenance activities in the General Fund and roadway or bridge projects in the Capital Improvements Fund.

The projected revenue from the gas tax and interest earnings for FY 2019-20 is \$1.3M with similar funds being appropriated thru FY2021-22.

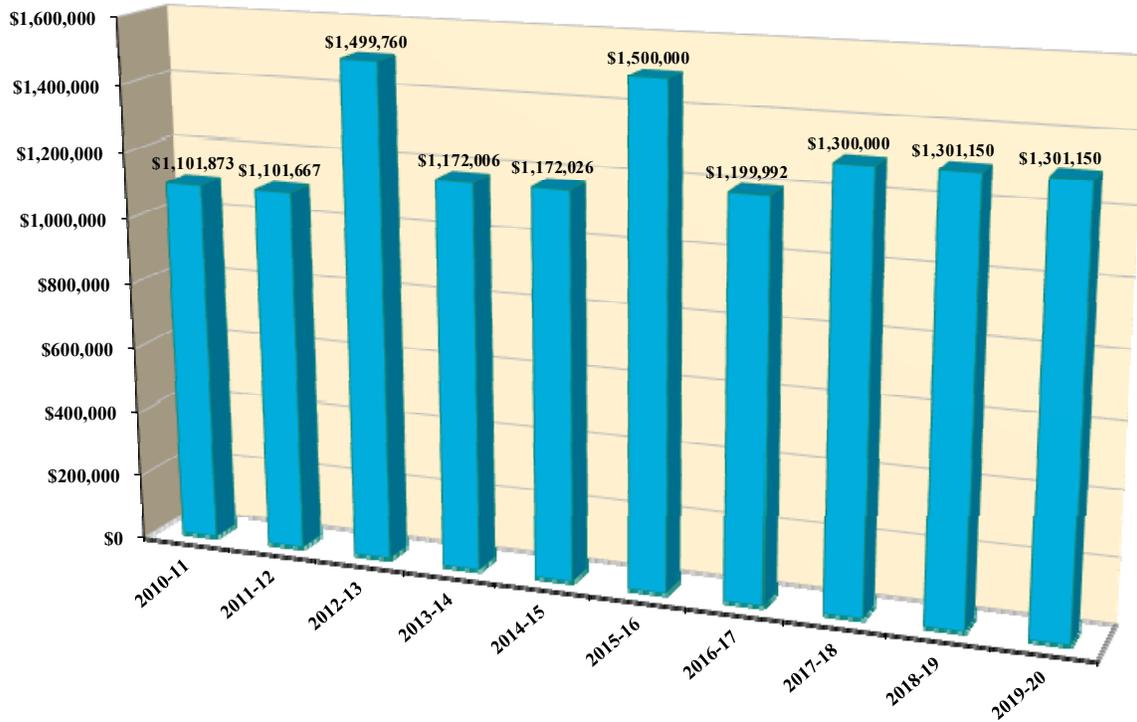
LOCAL OPTION GAS TAX FUND (A Special Revenue Fund)

	2016-17 Actual	2017-18 Actual	2018-19 Amended Budget	2019-20 Adopted Budget	2020-21 Projected Budget	2021-22 Projected Budget
Total Fund Balance, October 1	\$ 237,145	\$ 406,101	\$ 457,248	\$ 457,248	\$ 457,248	\$ 470,237
Revenues	\$ 1,368,948	\$ 1,351,147	\$ 1,301,150	\$ 1,301,150	\$ 1,314,162 (1)	\$ 1,327,303 (1)
Expenditures	\$ (1,067)	\$ (1,150)	\$ (1,150)	\$ (1,150)	\$ (1,173) (2)	\$ (1,196) (2)
Revenues Over (Under) Expenditures	\$ 1,367,881	\$ 1,349,997	\$ 1,300,000	\$ 1,300,000	\$ 1,312,989	\$ 1,326,107
Transfers In (To) Other Funds						
General Fund	\$ (815,000)	\$ (848,850)	\$ (850,000)	\$ (850,000)	\$ (850,000)	\$ (850,000)
Capital Improvement Fund	\$ (383,925)	\$ (450,000)	\$ (450,000)	\$ (450,000)	\$ (450,000)	\$ (450,000)
Transportation Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Net Transfers In (To) Other Funds	\$ (1,198,925)	\$ (1,298,850)	\$ (1,300,000)	\$ (1,300,000)	\$ (1,300,000)	\$ (1,300,000)
Net Change in Fund Balance	\$ 168,956	\$ 51,147	\$ -	\$ -	\$ 12,989	\$ 26,107
Total Fund Balance, September 30	\$ 406,101	\$ 457,248	\$ 457,248	\$ 457,248	\$ 470,237	\$ 496,343
Less Reserves & Designations	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Undesignated Fund Balance Available	\$ 406,101	\$ 457,248	\$ 457,248	\$ 457,248	\$ 470,237	\$ 496,343

(1) Prior Year + 1%, based on 3yr trend
 (2) Prior Year + 2%, based on 3yr trend



LOCAL OPTION GAS TAX REVENUES



GAS TAX BUDGET SUMMARY (10 YEARS)

	2010-11	2011-12	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	Adopted Budget 2018-19	Adopted Budget 2019-20
REVENUES:										
Local Option Gas Tax	\$ 1,124,405	\$ 1,279,010	\$ 1,152,518	\$ 1,199,533	\$ 1,279,010	\$ 1,313,328	\$ 1,368,661	\$ 1,350,572	\$ 1,301,150	\$ 1,301,150
Interest Earnings	479	588	(385)	456	588	123	287	575	-	-
Fund Balance (Increase) Decrease	(23,011)	(177,931)	347,627	(27,983)	(107,572)	186,549	(168,956)	(51,147)	-	-
Total Revenues	\$ 1,101,873	\$ 1,101,667	\$ 1,499,760	\$ 1,172,006	\$ 1,172,026	\$ 1,500,000	\$ 1,199,992	\$ 1,300,000	\$ 1,301,150	\$ 1,301,150
EXPENDITURES:										
Transfer to General Fund	650,000	850,000	815,000	796,000	796,000	815,000	815,000	848,850	850,000	850,000
Transfer to Transportation Fund	200,000	-	-	-	-	-	-	-	-	-
Transfer to Capital Improvements Fund	250,700	250,700	683,960	375,000	375,000	683,960	383,925	450,000	450,000	450,000
Audit Charges	1,173	967	800	1,006	1,026	1,040	1,067	1,150	1,150	1,150
Reserve for Future Appropriation	-	-	-	-	-	-	-	-	-	-
Total Expenditures	\$ 1,101,873	\$ 1,101,667	\$ 1,499,760	\$ 1,172,006	\$ 1,172,026	\$ 1,500,000	\$ 1,199,992	\$ 1,300,000	\$ 1,301,150	\$ 1,301,150



LOCAL OPTION GAS TAX FUND

REVENUE:

Local Option Gas Tax	\$	1,301,150
Interest Income		-
Fund Balance (Increase) Decrease		-

Total Revenues: \$ 1,301,150

APPROPRIATIONS:

Transfer to General Fund	\$	850,000
Transfer to Capital Improvements Fund		450,000
Audit Fees		1,150

Total Appropriations: \$ 1,301,150



DETAIL REVENUES

ACCOUNT DESCRIPTION	2017/18 Actual Revenue	2018/19 Adopted Revenue	2018/19 Estimated Revenue	2019/20 Proposed Revenue	2019/20 Adopted Revenue
STATE SHARED REVENUE					
LOCAL OPTION GAS TAX	1,350,572	1,301,150	1,301,150	1,301,150	1,301,150
TOTAL CHARGES FOR SERVICES	\$ 1,350,572	\$ 1,301,150	\$ 1,301,150	\$ 1,301,150	\$ 1,301,150
INVESTMENT INCOME					
INTEREST INCOME	575	-	-	-	-
TOTAL INVESTMENT INCOME	\$ 575	\$ -	\$ -	\$ -	\$ -
SUB TOTAL	\$ 1,351,147	\$ 1,301,150	\$ 1,301,150	\$ 1,301,150	\$ 1,301,150
FUND BALANCE (INCREASE) DECREASE	(51,147)	-	-	-	-
GRAND TOTAL	\$ 1,300,000	\$ 1,301,150	\$ 1,301,150	\$ 1,301,150	\$ 1,301,150

SUMMARY OF EXPENDITURES

ACCOUNT	2017/2018 Actual Expense	2018/2019 Current Budget	2018/2019 Estimated Expenditures	2019/2020 Department Request	2019/2020 Adopted Budget
LOCAL OPTION GAS TAX DEBT SERV. 104-3011-541					
DEPARTMENT SUMMARY					
Personnel Services	-	-	-	-	-
Operating Expenses	1,150	1,150	1,150	1,150	1,150
Capital Outlay	1,298,850	1,300,000	1,300,000	1,300,000	1,300,000
Nonoperating Expenses	-	-	-	-	-
TOTAL	\$ 1,300,000	\$ 1,301,150	\$ 1,301,150	\$ 1,301,150	\$ 1,301,150
Estimated as % of Budget			100%		



DETAIL EXPENDITURES

	ACCOUNT	2017/2018 Actual Expense	2018/2019 Amended Budget	2018/2019 Estimated Expenditures	2019/2020 Department Request	2019/2020 Adopted Budget
DIV 11	LOCAL OPTION GAS TAX / DEBT SERVICE 104-3011-541					
	DEPARTMENT SUMMARY					
	Operating Expenses	1,150	1,150	1,150	1,150	1,150
	Capital Outlay	1,298,850	1,300,000	1,300,000	1,300,000	1,300,000
	Nonoperating Expenses	-	-	-	-	-
	TOTAL	\$ 1,300,000	\$ 1,301,150	\$ 1,301,150	\$ 1,301,150	\$ 1,301,150
	Estimated as % of Budget			100.0%		
32-10	AUDIT FEE	1,150	1,150	1,150	1,150	1,150
	SUB- TOTAL Operating Expenses	\$ 1,150	\$ 1,150	\$ 1,150	\$ 1,150	\$ 1,150
91-01	TRANSFER TO GENERAL FUND	848,850	850,000	850,000	850,000	850,000
91-31	TRANSFER TO CAPITAL IMPV	450,000	450,000	450,000	450,000	450,000
	SUB- TOTAL Non-Operating Exp.	\$ 1,298,850	\$ 1,300,000	\$ 1,300,000	\$ 1,300,000	\$ 1,300,000
	SUBTOTAL	\$ 1,300,000	\$ 1,301,150	\$ 1,301,150	\$ 1,301,150	\$ 1,301,150
91-30	TRANSFER/VEH. SRV. FUND	-	-	-	-	-
	DEPARTMENT TOTAL	\$ 1,300,000	\$ 1,301,150	\$ 1,301,150	\$ 1,301,150	\$ 1,301,150



LOCAL OPTION GAS TAX FUND

GUIDELINES FOR ALLOCATION

Proceeds of the tax shall be distributed among the County Government and eligible municipalities based on the transportation expenditures of each of the five fiscal preceding years, in proportion to the total County and City expenditures.

The Local Option Gas Tax can be used only for "Transportation Expenditures":

1. Public transportation operation and maintenance
2. Roadway and right-of-way maintenance and equipment
3. Roadway and right-of-way drainage
4. Street lighting
5. Traffic signs, traffic engineering, signalization and pavement markings
6. Bridge maintenance and operation
7. Debt Service and current expenditures for transportation capital projects in the above program areas including construction or reconstruction of roads



The Community Improvements Fund is responsible for providing property and housing improvements to income-eligible individuals and families. Funding for the Community Improvements Fund comes mainly from two sources: Transfers from (1) State SHIP Funds and (2) Federal Community Development Block Grant (CDBG) Funds.

The SHIP & CDBG revenues stream is declining from a high of \$234K in FY 2017-18 to \$170K in FY 2019-20. For FY 2019-20 the fund balance and operating cost for housing rehabilitations is not sustainable. Lowering expenditures and/or seeking other grant opportunities would resolve the deficit.

COMMUNITY IMPROVEMENTS FUND (A Special Revenue Fund)

	2016-17 Actual	2017-18 Actual	2018-19 Amended Budget	2019-20 Adopted Budget	2020-21 Projected Budget	2021-22 Projected Budget
Total Fund Balance, October 1	\$ (62,297)	\$ (80,423)	\$ (81,796)	\$ (146,707)	\$ (215,187)	\$ (288,507)
Revenues	\$ 1,178	\$ 6,354	\$ 7,100	\$ 7,100	\$ 7,171 ⁽¹⁾	\$ 7,243 ⁽¹⁾
Expenditures	\$ (226,599)	\$ (241,997)	\$ (242,011)	\$ (245,580)	\$ (250,492) ⁽²⁾	\$ (255,501) ⁽²⁾
Revenues Over (Under) Expenditures	\$ (225,421)	\$ (235,643)	\$ (234,911)	\$ (238,480)	\$ (243,321)	\$ (248,259)
Transfers In (To) Other Funds						
SHIP & CDBG Grant Funds	\$ 207,295	\$ 234,270	\$ 170,000	\$ 170,000	\$ 170,000	\$ 170,000
ARRA Grant Funds	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
General Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Vehicle Service Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Net Transfers In (To) Other Funds	\$ 207,295	\$ 234,270	\$ 170,000	\$ 170,000	\$ 170,000	\$ 170,000
Net Change in Fund Balance	\$ (18,126)	\$ (1,373)	\$ (64,911)	\$ (68,480)	\$ (73,321)	\$ (78,259)
Total Fund Balance, September 30	\$ (80,423)	\$ (81,796)	\$ (146,707)	\$ (215,187)	\$ (288,507)	\$ (366,766)
Less Reserves & Designations	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Undesignated Fund Balance Available	\$ (80,423)	\$ (81,796)	\$ (146,707)	\$ (215,187)	\$ (288,507)	\$ (366,766)

(1) Prior Year + 1%, based on 3yr trend

(2) Prior Year + 2%, based on 3yr trend



COMMUNITY IMPROVEMENT FUND

REVENUE:

Miscellaneous Income	\$	7,100
Investment Earnings		-
Operating Transfers - Grants		170,000
Fund Balance (Increase) Decrease		<u>68,480</u>
Total Revenues:	\$	<u>245,580</u>

APPROPRIATIONS:

Personnel	\$	216,207
Operating Expenses		29,373
Capital Outlay		-
Non Operating		<u>-</u>
Total Appropriations:	\$	<u>245,580</u>



DETAIL REVENUES

ACCOUNT DESCRIPTION	2017/18 Actual Revenue	2018/19 Adopted Revenue	2018/19 Estimated Revenue	2019/20 Proposed Revenue	2019/20 Adopted Revenue
INVESTMENT INCOME					
INTEREST INCOME	-	-	-	-	-
TOTAL INVESTMENT INCOME	\$ -	\$ -	\$ -	\$ -	\$ -
MISCELLANEOUS INCOME					
PYMT IN LIEU OF AFFORD HS	5,247	7,000	7,000	7,000	7,000
MISCELLANEOUS INCOME	50	100	100	100	100
MORTGAGE SATISFACTIONS	1,057	-	-	-	-
TOTAL MISCELLANEOUS INCOME	\$ 6,354	\$ 7,100	\$ 7,100	\$ 7,100	\$ 7,100
OPERATING TRANSFERS IN					
GRANTS	31,283	-	-	-	-
CDBG	202,987	170,000	170,000	170,000	170,000
TOTAL OPERATING TRANSFERS IN	\$ 234,270	\$ 170,000	\$ 170,000	\$ 170,000	\$ 170,000
SUB-TOTAL	\$ 240,624	\$ 177,100	\$ 177,100	\$ 177,100	\$ 177,100
FUND BALANCE (INCREASE) DECREASE	1,373	64,911	44,819	69,127	68,480
GRAND TOTAL	\$ 241,997	\$ 242,011	\$ 221,919	\$ 246,227	\$ 245,580

SUMMARY OF EXPENDITURES

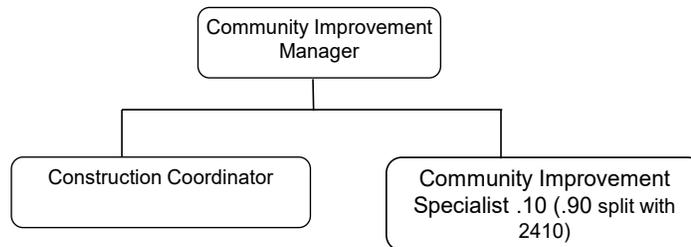
ACCOUNT	2017/2018 Actual Expense	2018/2019 Amended Budget	2018/2019 Estimated Expenditures	2019/2020 Department Request	2019/2020 Adopted Budget
COMMUNITY IMPROVEMENT 122-2418-554					
DEPARTMENT SUMMARY					
Personnel Services	223,964	224,628	203,298	216,207	216,207
Operating Expenses	18,033	17,383	18,621	30,020	29,373
Capital Outlay	-	-	-	-	-
Nonoperating Expenses	-	-	-	-	-
TOTAL	\$ 241,997	\$ 242,011	\$ 221,919	\$ 246,227	\$ 245,580
Estimated as % of Budget			92%		



ORGANIZATIONAL CHART

DEPARTMENT: Development
DIVISION: Community Improvement

FUND: 122
DEPT. NO.: 2418



1 Community Improvement Specialist funded 10% from CDBG; 90% General Fund in Development Services



DEPARTMENT: Development
DIVISION: Community Improvement

FUND: 122
DEPT. NO.: 2418

MISSION STATEMENT:

To improve the quality of life of the residents of Boynton Beach with attractive, healthy and safe neighborhoods, and stimulate social and economic opportunities.

DEPARTMENT CORE SERVICES:

- Administer State and Federal funds
- Administer Housing Programs
- Improve the City’s existing housing stock
- Coordinate with Providers of Social Services to City Residents

STRATEGIC PLAN INITIATIVES AND DEPARTMENT INITIATIVES ALIGNMENT:

City Initiative: Attainable Housing and Building Wealth in the Community

Department Initiatives Alignment: Attainable Housing

1. Qualify applicants and allocate SHIP (State Housing Initiatives Program) funds for the construction of affordable housing units within the HOB (Heart of Boynton) area.
2. Fund agencies that provide educational opportunities that enhance income and self-sufficiency of residents.
3. Provide Funding for Economic incentives for business development

Target Performance Metrics:

1. Decrease number of substandard owner occupied dwellings.
2. Increase in valuation of properties and elimination of slum and blight.
3. Increase in valuation of properties in distressed area of city
4. Increase in availability of higher wage jobs for residents who are low –mod income



PERSONNEL ALLOCATION

DEPARTMENT: Development
 DIVISION: Community Improvement

FUND: 122
 DEPT. NO.: 2418

Position Title	Position Number	Pay Grade	2017/18 Actual	2018/19 Actual	2019/20 Inc/(Dec)	2019/20 Requested	2019/20 Adopted
Full-Time Positions:							
Community Improvement Manager	25019	27	1.0	1.0	0.0	1.0	1.0
Construction Coordinator	25200	18	1.0	1.0	0.0	1.0	1.0
Community Improvement Specialist ¹	25230	14	0.1	0.1	0.0	0.1	0.1
Total Personnel:			2.1	2.1	0.0	2.1	2.1

¹ Community Improvement Specialist funded 10% from CDBG; 90% General Fund in Development Services

Performance Measures	Actual						Estimate		Projected	
	2015-16		2016-17		2017-18		2018-19		2019-20	
Community Improvement Fund (122-2418)	Funding	Units	Funding	Units	Funding	Units	Funding	Units	Funding	Units
CDBG Sub-grantees	\$ 324,683	7	\$ 284,683	6	\$ 327,240	5	\$ 361,659	6	\$ 324,527	6.25
CDBG Home Repairs	\$ 250,000	6	\$ 300,000	6	\$ 234,000	4	\$ 273,861	4	\$ 269,287	5
SHIP First Time Home Buyers	\$ 538,039	5	\$ 200,000	3	\$ 300,000	1	\$ 20,200	1	\$ 173,400	3
SHIP Residential Repairs	<i>see above</i>	5	\$ 100,000	2	\$ 200,000	2	\$ 68,000	1	\$ 122,667	3.25



DETAIL EXPENDITURES

	ACCOUNT	2017/2018 Actual Expense	2018/2019 Amended Budget	2018/2019 Estimated Expenditures	2019/2020 Department Request	2019/2020 Adopted Budget
DIV 18 COMMUNITY IMPRVMT 122-2418-554						
	DEPARTMENT SUMMARY					
	Personnel Services	223,964	224,628	203,298	216,207	216,207
	Operating Expenses	18,033	17,383	18,621	30,020	29,373
	Capital Outlay	-	-	-	-	-
	Nonoperating Expenses	-	-	-	-	-
	TOTAL	\$ 241,997	\$ 242,011	\$ 221,919	\$ 246,227	\$ 245,580
	Estimated as % of Budget			91.7%		
12-10	REGULAR SALARIES/WAGES	172,989	169,940	155,000	163,632	163,632
14-10	OVERTIME	-	300	-	-	-
15-12	CELL PHONE ALLOWANCE	240	240	240	240	240
15-20	SHOE ALLOWANCE	-	148	-	148	148
21-10	EMPLOYER FICA	11,728	11,924	8,089	11,924	11,924
22-10	GENERAL EMPLOYEES PENSION	21,386	21,871	21,871	21,633	21,633
23-10	LIFE INSURANCE	216	120	120	120	120
23-20	DISABILITY INSURANCE	580	1,109	1,068	609	609
23-30	HEALTH INSURANCE	14,013	15,791	14,000	16,816	16,816
23-32	CIGNA HSA	1,825	-	-	-	-
23-34	HSA	-	2,100	1,825	-	-
23-40	DENTAL INSURANCE	881	969	969	969	969
23-50	VISION INSURANCE	106	116	116	116	116
	SUB-TOTAL Personnel Services	\$ 223,964	\$ 224,628	\$ 203,298	\$ 216,207	\$ 216,207
32-10	AUDIT FEE	2,839	3,735	3,735	3,735	3,735
40-10	MILEAGE REIMBURSEMENT	509	900	-	600	600
40-12	BUSINESS MEETINGS	950	1,575	1,619	475	475
41-15	CELLULAR PHONE/BEEPER	72	72	-	72	72
46-30	VEHICLE MAINT-GARAGE	183	1,199	-	311	311
48-01	COMM PROMOTION/MARKETNG	8	475	-	475	475
48-05	ADVERTISING	831	470	2,000	2,470	2,470
49-09	SELF INSURANCE CHGS (W/C)	5,564	5,599	5,599	6,762	6,115
49-41	LICENSES, FEES & PERMITS	-	175	-	-	-
49-10	WAREHOUSE SERVICE CHG	227	180	180	142	142
49-67	AFFORDABLE HOUSING	5,247	200	5,000	10,000	10,000
51-10	OFFICE SUPPLIES	550	750	488	750	750
52-01	SUPPLIES	-	1,000	-	1,000	1,000
52-22	UNIFORMS	136	228	-	228	228
54-20	MEMBERSHIPS	-	500	-	500	500
54-36	CAREER DEVELOPMENT	917	325	-	2,500	2,500
	SUB- TOTAL Operating Expenses	\$ 18,033	\$ 17,383	\$ 18,621	\$ 30,020	\$ 29,373
64-15	COMPUTER EQUIPMENT	-	-	-	-	-
	SUB- TOTAL Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -
	SUBTOTAL	\$ 241,997	\$ 242,011	\$ 221,919	\$ 246,227	\$ 245,580
91-06	TRANSFER TO GRANTS	-	-	-	-	-
	DEPARTMENT TOTAL	\$ 241,997	\$ 242,011	\$ 221,919	\$ 246,227	\$ 245,580



America's Gateway to the Gulfstream



The Public Arts Fund was established to account for art fees from infrastructure development in the City. The fees are used by the City to establish and sustain a public art presence in the City. In FY 2016-17, the revenues exceeded expenditures – yielding an increase \$57k into the fund balance - due to the increase building activity.

FY 2016-17 is the first time the Public Arts Fund has posted a positive fund balance; this trend will continue thru FY 2021-22. For FY 2019-20, total adopted revenues are \$1,485,090 with expenditures at \$1,091,420 and an ending fund balance of \$568,422. The General Fund transfer (\$20K) supports the community-wide Kinetic Art project.

PUBLIC ARTS FUND (A Special Revenue Fund)

	2016-17 Actual	2017-18 Actual	2018-19 Amended Budget	2019-20 Adopted Budget	2020-21 Projected Budget	2021-22 Projected Budget
Total Fund Balance, October 1	\$ (141,102)	\$ (83,789)	\$ 106,670	\$ 154,752	\$ 568,422	\$ 1,008,753
Revenues	\$ 302,494	\$ 355,426	\$ 886,000	\$ 1,485,090 (1)	\$ 1,544,494 (1)	\$ 1,606,273 (1)
Expenditures	\$ (265,181)	\$ (184,967)	\$ (857,918)	\$ (1,091,420) (2)	\$ (1,124,163) (2)	\$ (1,157,887) (2)
Revenues Over (Under) Expenditures	\$ 37,313	\$ 170,459	\$ 28,082	\$ 393,670	\$ 420,331	\$ 448,386
Transfers In (To) Other Funds						
Misc Trust Funds	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
General Fund	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000
Community Trust Funds	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Net Transfers In (To) Other Funds	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000
Net Change in Fund Balance	\$ 57,313	\$ 190,459	\$ 48,082	\$ 413,670	\$ 440,331	\$ 468,386
Total Fund Balance, September 30	\$ (83,789)	\$ 106,670	\$ 154,752	\$ 568,422	\$ 1,008,753	\$ 1,477,139
Less Reserves & Designations	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Undesignated Fund Balance (Deficit)	\$ (83,789)	\$ 106,670	\$ 154,752	\$ 568,422	\$ 1,008,753	\$ 1,477,139

(1) Prior Year + 4%, based on 3yr trend

(2) Prior Year + 3%, based on 3yr trend



PUBLIC ARTS FUND

REVENUE:

Public Art Fees	\$	1,485,090
Miscellaneous Income		-
Transfer In		20,000
Fund Balance (Increase) Decrease		<u>(413,670)</u>

Total Revenues: \$ 1,091,420

APPROPRIATIONS:

Personnel	\$	132,006
Operating Expenses		99,114
Capital Outlay		860,300
Non Operating		<u>-</u>

Total Appropriations: \$ 1,091,420



DETAIL REVENUES

ACCOUNT DESCRIPTION	2017/18 Actual Revenue	2018/19 Adopted Revenue	2018/19 Estimated Revenue	2019/20 Proposed Revenue	2019/20 Adopted Revenue
CHARGES FOR SERVICES					
PUBLIC ARTS FEE 30%	287,773	820,000	344,330	653,039	653,039
PUBLIC ARTS 70% PERMIT	66,876	50,000	504,960	817,051	817,051
KINETIC ART	777	15,000	-	15,000	15,000
TOTAL CHARGES FOR SERVICES	\$ 355,426	\$ 885,000	\$ 849,290	\$ 1,485,090	\$ 1,485,090
INVESTMENT INCOME					
INTEREST EARNINGS	-	-	-	-	-
TOTAL INVESTMENT INCOME	\$ -	\$ -	\$ -	\$ -	\$ -
MISCELLANEOUS INCOME					
MISCELLANEOUS INCOME	-	1,000			
TOTAL MISCELLANEOUS INCOME	\$ -	\$ 1,000	\$ -	\$ -	\$ -
GENERAL FUND	20,000	20,000	-	20,000	20,000
TRANSFER FROM MISC TRUST FUND					
SUB TOTAL	\$ 375,426	\$ 906,000	\$ 849,290	\$ 1,505,090	\$ 1,505,090
FUND BALANCE (INCREASE) DECREASE	(190,459)	(48,082)	(141,996)	(411,998)	(413,670)
GRAND TOTAL	\$ 184,967	\$ 857,918	\$ 707,294	\$ 1,093,092	\$ 1,091,420

SUMMARY OF EXPENDITURES

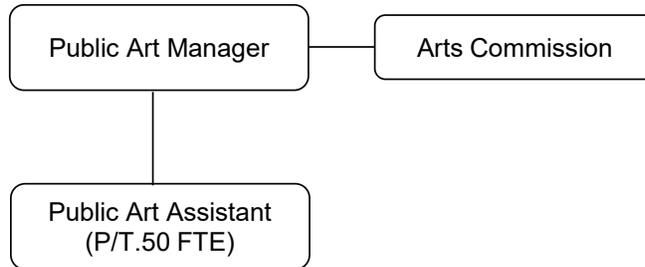
ACCOUNT	2017/2018 Actual Expense	2018/2019 Amended Budget	2018/2019 Estimated Expenditures	2019/2020 Department Request	2019/2020 Adopted Budget
PUBLIC ARTS 151-2611-579					
DEPARTMENT SUMMARY					
Personnel Services	115,910	131,564	123,824	133,506	132,006
Operating Expenses	69,057	174,004	175,025	99,286	99,114
Capital Outlay	-	548,900	405,000	860,300	860,300
Nonoperating Expenses	-	3,450	3,445	-	-
TOTAL	\$ 184,967	\$ 857,918	\$ 707,294	\$ 1,093,092	\$ 1,091,420
Estimated as % of Budget			82%		



ORGANIZATIONAL CHART

DEPARTMENT: City Manager
DIVISION: Public Arts

FUND: 151
DEPT. NO.: 2611





DEPARTMENT: Public Arts
DIVISION: City Manager’s Office

FUND: 151
DEPT. NO.: 2611

DEPARTMENT MISSION STATEMENT: Our mission is to integrate the arts into the greater community. The purpose is to stimulate cultural interaction, education and economic development by selecting, siting, installing and maintaining public art.

- Connects the cultural environment in Boynton Beach with the global community
- Provides a distinctive branding identity for the City
- Increases cultural tourism
- Encourages education through engaging art experiences
- Supports the local economy
- Provides a strong connection to the community creating sense of place
- Enhances public and private projects making them more attractive to business and residents.

DEPARTMENT CORE SERVICES:

- Provide creative vision, professional motivation and resourceful implementation that result in a successful Art in Public Places program throughout the city. Art in Public Places “Enriching our community through Public Art”.Core Service
- Core Service

STRATEGIC PLAN INITIATIVES AND DEPARTMENT INITIATIVES ALIGNMENT:

Department Initiatives: The Public Art placement and program support will contribute to the City’s economic development.

1. In FY 2017/2018 the Avenue of the Arts will be planned with Albert Paley artworks to connect to the Ocean 500 iconic Albert Paley sculpture and create a major Paley exhibit in South Florida.
2. Continue to develop funding resources such as grants and sponsorship opportunities to supplement the budget.

Target Performance Metrics:

- List primary targets, metrics, milestones, or performance outcomes associated with above-referenced Department Initiative(s) that you expect to reach by the conclusion of this budget year.

City Initiative No. 2: Building Wealth in the Community

Department Initiatives: Provide leadership and guidance on matters pertaining to Public Art

1. To educate City Commission and staff the economic and esthetic outcome benefits to hiring a public artist/artist team as a planning team member for future projects.
2. Continue to function as liaison between the City, CRA and the Arts Commission
Continue to manage presentations and meetings to educate and guide the City Commission, City Staff, developers, contractors and planner on the Public Art Program.



DEPARTMENT: Public Arts
DIVISION: City Manager's Office

FUND: 151
DEPT. NO.: 2611

Target Performance Metrics:

- List primary targets, metrics, milestones, and/or performance outcomes associated with above-referenced Department Initiative(s) that you expect to reach by the conclusion of this budget year.

City Initiative No. 3: Boynton Beach Branding

Department Initiatives: Through the Art in Public Places program, create a sense of place (branding) for the city and contribute to the City's positive identity.

1. Provide positive communication (marketing materials, web site, brochures, video, news releases, social media and eNewsletters , etc.) for the City, its residents, businesses and visitors. Continue to update the online virtual public art tour propagating it with new projects installed in the City
2. Continue to create a marketable city identity and brand through the placement of Public Art, hosting public art events and programs in our city. January 2018 begin to manage and implement the 2019 International Kinetic Art Exhibit and Symposium that creates economic development opportunities, sense of place, branding and identity to the City.
3. Generate awareness of the AiPP program and City amenities through, public art events, programs, presentations and tours

Target Performance Metrics:

- Conduct 10+ tours of the Avenue of the Arts to groups, associations and organization within and outside of our City.
- Manage 5-6 rotating on-loan exhibits and related programming in City facilities

City Initiative No. 4: Transportation and Mobility

Department Initiatives:

1. Statement of program/project department will work on this budget year that supports above-referenced City Initiative.
2. Statement of program/project department will work on this budget year that supports above-referenced City Initiative.
3. Statement of program/project department will work on this budget year that supports above-referenced City Initiative.

Target Performance Metrics:

- List primary targets, metrics, milestones, and/or performance outcomes associated with above-referenced Department Initiative(s) that you expect to reach by the conclusion of this budget year.



PERSONNEL ALLOCATION

DEPARTMENT: City Manager		FUND: 151					
DIVISION: Public Arts		DEPT. NO.: 2611					
Position Title	Position Number	Pay Grade	2017/18 Actual	2018/19 Actual	2019/20 Inc/(Dec)	2019/20 Requested	2019/20 Adopted
Full-Time Positions:							
Public Arts Manager	30069	25	1.0	1.0	0.0	1.0	1.0
Part-Time Positions:							
Public Art Assistant - (PT)		10	0	0.5	0	0.5	0.5
Total Personnel:			1.0	1.5	0.0	1.5	1.5

Performance Measures	Actual			Estimate 2018-19	Projected 2019-20
	2015-16	2016-17	2017-18		
Public Arts Fund					
Number of Art Exhibitions	6	6	7	6	3
Number of Art Pieces Owned By The City	54 @ \$869,871	57 @ \$1,236,856	58 @ \$1,466,856	58 @ \$1,466,856	63 @ \$2,309,456
Number of Art Pieces on Loan	11 @ \$163,250	15 @ \$2,000,000	5 @ \$2,050,000	14 @ \$2,500,000	7 @ \$100,000
Number of private development projects	23 @ \$649,171	30 @ \$1,040,254	31 @ \$1,467,254	33 @ \$1,592,554	37 @ \$2,065,554
Number of project repair/refurbish	3 @ \$20,000	2 @ \$10,000	2 @ \$7,600.00	2 @ \$ 5,000	8 @ \$14,500



DETAIL EXPENDITURES

	ACCOUNT	2017/2018 Actual Expense	2018/2019 Amended Budget	2018/2019 Estimated Expenditures	2019/2020 Department Request	2019/2020 Adopted Budget
DIV 11 PUBLIC ARTS 151-2611-579						
DEPARTMENT SUMMARY						
	Personnel Services	115,910	131,564	123,824	133,506	132,006
	Operating Expenses	69,057	174,004	175,025	99,286	99,114
	Capital Outlay	-	548,900	405,000	860,300	860,300
	Nonoperating Expenses	-	3,450	3,445	-	-
	TOTAL	\$ 184,967	\$ 857,918	\$ 707,294	\$ 1,093,092	\$ 1,091,420
	Estimated as % of Budget			82.4%		
12-10	REGULAR SALARIES/WAGES	77,836	90,739	72,339	93,229	93,229
15-12	CELL PHONE ALLOWANCE	504	504	504	516	516
15-20	CAR ALLOWANCE	1,800	1,800	1,800	1,812	1,812
19-99	NEW PERSONNEL/RECLASS	-	-	11,520	-	-
21-10	EMPLOYER FICA	5,279	6,272	5,572	5,572	5,572
22-10	GENERAL EMPLOYEES PENSION	22,147	22,357	22,357	22,403	22,403
23-10	LIFE INSURANCE	203	98	98	63	63
23-20	DISABILITY INSURANCE	248	295	295	293	293
23-30	HEALTH INSURANCE	6,673	8,117	7,217	7,647	7,647
23-32	CIGNA HSA	750	-	750	750	-
23-34	HSA	-	750	750	750	-
23-40	DENTAL INSURANCE	420	576	576	420	420
23-50	VISION INSURANCE	50	56	46	51	51
	SUB-TOTAL Personnel Services	\$ 115,910	\$ 131,564	\$ 123,824	\$ 133,506	\$ 132,006
32-10	AUDIT FEE	591	534	534	534	534
40-11	REIMBURSABLE EXPENSES	1,061	-	-	-	-
40-12	BUSINESS MEETINGS	1,491	3,500	2,300	3,500	3,500
46-91	CELLULAR PHONE/BEEPER	-	100	-	-	-
46-91	SOFTWARE MAINTENANCE	-	1,000	900	-	-
46-95	PARKS MAINTENANCE	2,300	340	3,000	10,000	10,000
46-98	GROUNDS MAINTENANCE	2,220	6,900	5,000	6,000	6,000
47-10	PRINTING & BINDING	523	10,300	10,283	6,500	6,500
48-01	COMM PROMOTION/MARKETNG	22,620	27,000	26,634	10,000	10,000
48-05	ADVERTISING	2,267	7,150	7,134	6,000	6,000
49-09	SELF INSURANCE CHGS (W/C)	1,474	1,487	743	1,791	1,619
49-10	WAREHOUSE SERVICE CHG	146	293	293	261	261
49-17	OTHER CONTRACTUAL SRVS	32,393	108,000	112,904	50,000	50,000
51-10	OFFICE SUPPLIES	552	1,000	500	1,000	1,000
51-25	COMPUTER SFTWRE <\$750	-	200	200	200	200
52-20	OPR EQUIPMENT <\$750	-	-	100	300	300
52-85	FOOD SUPPLIES	894	5,000	4,000	2,000	2,000
54-10	BOOKS-PUBLICATIONS-VIDEOS	-	100	100	100	100
54-20	MEMBERSHIPS	525	1,000	400	1,000	1,000
54-30	TRAINING	-	100	-	100	100
	SUB- TOTAL Operating Expenses	\$ 69,057	\$ 174,004	\$ 175,025	\$ 99,286	\$ 99,114
67-01	ACQUISITION OF PUBLIC ART	-	548,900	405,000	860,300	860,300
	SUB- TOTAL Capital Outlay	\$ -	\$ 548,900	\$ 405,000	\$ 860,300	\$ 860,300
	SUBTOTAL	\$ 184,967	\$ 854,468	\$ 703,849	\$ 1,093,092	\$ 1,091,420
95-03	PROMOTIONAL MERCHANDISE	-	3,450	3,445	-	-
	DEPARTMENT TOTAL	\$ 184,967	\$ 857,918	\$ 707,294	\$ 1,093,092	\$ 1,091,420



This Park & Rec Trust Fund is used for the acquisition or development of City park and recreational land. The revenues are generated via impact fees collected from developers.

The FY 2019-20 adopted budget, \$101,067 down from \$245,067 in FY 2018-19. The change in budget appropriation reflects less capital improvement activity at the parks.

PARK & REC TRUST FUND (A Capital Fund)

	2016-17 Actual	2017-18 Actual	2018-19 Amended Budget	2019-20 Adopted Budget	2020-21 Projected Budget	2021-22 Projected Budget
Total Fund Balance, October 1	\$ 574,703	\$ 379,503	\$ 350,655	\$ 169,588	\$ 108,521	\$ 39,321
Revenues	\$ 87,666	\$ 29,505	\$ 65,000	\$ 40,000	\$ 40,800	\$ 40,800
Expenditures	\$ (82,866)	\$ (12,983)	\$ (231,067)	\$ (86,067)	\$ (85,000)	\$ (75,000)
Revenues Over (Under) Expenditures	\$ 4,800	\$ 16,522	\$ (166,067)	\$ (46,067)	\$ (44,200)	\$ (34,200)
Transfers In (To) Other Funds						
Capital Improvement Fund	\$ (200,000)	\$ (45,370)	\$ (15,000)	\$ (15,000)	\$ (25,000)	\$ (35,000)
General Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Net Transfers In (To) Other Funds	\$ (200,000)	\$ (45,370)	\$ (15,000)	\$ (15,000)	\$ (25,000)	\$ (35,000)
Net Change in Fund Balance	\$ (195,200)	\$ (28,848)	\$ (181,067)	\$ (61,067)	\$ (69,200)	\$ (69,200)
Total Fund Balance, September 30	\$ 379,503	\$ 350,655	\$ 169,588	\$ 108,521	\$ 39,321	\$ (29,879)
Less Reserves & Designations	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Undesignated Fund Balance Available	\$ 379,503	\$ 350,655	\$ 169,588	\$ 108,521	\$ 39,321	\$ (29,879)



PARKS & RECREATION TRUST FUND

REVENUE:

Charges For Services	\$	40,000
Investment Income		-
Miscellaneous Income		-
Fund Balance (Increase) Decrease		<u>61,067</u>

Total Revenues: \$ 101,067

APPROPRIATIONS:

Personnel	\$	-
Operating Expenses		1,067
Capital Outlay		85,000
Non Operating		<u>15,000</u>

Total Appropriations: \$ 101,067



DETAIL REVENUES

ACCOUNT DESCRIPTION	2017/18 Actual Revenue	2018/19 Amended Revenue	2018/19 Estimated Revenue	2019/20 Proposed Revenue	2019/20 Adopted Revenue
CHARGES FOR SERVICES					
PARKS FEES/LAND DONATN	29,250	65,000	65,000	40,000	40,000
TOTAL CHARGES FOR SERVICES	\$ 29,250	\$ 65,000	\$ 65,000	\$ 40,000	\$ 40,000
INVESTMENT INCOME					
INTEREST INCOME	255	-	-	-	-
TOTAL INVESTMENT INCOME	\$ 255	\$ -	\$ -	\$ -	\$ -
MISCELLANEOUS INCOME					
DONATIONS	-	-	-	-	-
TOTAL MISCELLANEOUS INCOME	\$ -	\$ -	\$ -	\$ -	\$ -
SUB TOTAL	\$ 29,505	\$ 65,000	\$ 65,000	\$ 40,000	\$ 40,000
		-			
FUND BALANCE (INCREASE) DECREASE	28,848	181,067	181,607	61,067	61,067
GRAND TOTAL	\$ 58,353	\$ 246,067	\$ 246,607	\$ 101,067	\$ 101,067



DETAIL EXPENDITURES

	ACCOUNT	2017/2018 Actual Expense	2018/2019 Amended Budget	2018/2019 Estimated Expenditures	2019/2020 Department Request	2019/2020 Adopted Budget
DIV 10 PARKS & RECREATION TRUST 141-2710-572						
	DEPARTMENT SUMMARY					
	Personnel Services	-	-	-	-	-
	Operating Expenses	12,983	51,067	51,067	1,067	1,067
	Capital Outlay	-	180,000	180,000	85,000	85,000
	Nonoperating Expenses	45,370	15,000	15,000	15,000	15,000
	TOTAL	\$ 58,353	\$ 246,067	\$ 246,067	\$ 101,067	\$ 101,067
	Estimated as % of Budget			100.0%		
12-10	REGULAR SALARIES/WAGES	-	-	-	-	-
21-10	EMPLOYER FICA	-	-	-	-	-
	SUB-TOTAL Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
32-10	AUDIT FEE	1,183	1,067	1,067	1,067	1,067
49-17	OTHER CONTRACTUAL SRVS	11,800	50,000	50,000	-	-
	SUB- TOTAL Operating Expenses	\$ 12,983	\$ 51,067	\$ 51,067	\$ 1,067	\$ 1,067
63-12	RECREATION IMPVS	-	180,000	180,000	85,000	85,000
64-04	PLAYGROUND EQUIPMENT	-	-	-	-	-
	SUB- TOTAL Capital Outlay	\$ -	\$ 180,000	\$ 180,000	\$ 85,000	\$ 85,000
	SUBTOTAL	\$ 12,983	\$ 231,067	\$ 231,067	\$ 86,067	\$ 86,067
91-31	TRANSFER TO CAPITAL IMPV	45,370	15,000	15,000	15,000	15,000
	DEPARTMENT TOTAL	\$ 58,353	\$ 246,067	\$ 246,067	\$ 101,067	\$ 101,067



The Recreation Program Fund is established to provide recreation programs for City and non-City residents based on 100% user fees. A surcharge is made for non-residents. For FY 2019-20, total revenue for recreation programs is projected at \$490,154 with operating expenditures of \$496,051.

This is an important bridge to providing recreation programs to income-eligible persons or families. The Recreation Program Fund will need to continue to lower program expenses or adjust user fees to increase revenues to have a healthy Fund Balance.

RECREATION PROGRAM REVENUE FUND (A Special Revenue Fund)

	2016-17 Actual	2017-18 Actual	2018-19 Amended Budget	2019-20 Adopted Budget	2020-21 Projected Budget	2021-22 Projected Budget
Total Fund Balance, October 1	\$ 617,181	\$ 467,358	\$ 422,955	\$ 372,487	\$ 366,590	\$ 360,576
Revenues	\$ 589,076	\$ 498,495	\$ 525,525	\$ 490,154	\$ 499,957 (1)	\$ 509,956 (1)
Expenditures	\$ (638,899)	\$ (442,898)	\$ (575,993)	\$ (496,051)	\$ (505,972) (2)	\$ (516,091) (2)
Revenues Over (Under) Expenditures	\$ (49,823)	\$ 55,597	\$ (50,468)	\$ (5,897)	\$ (6,015)	\$ (6,135)
Transfers In (To) Other Funds						
Fleet Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Capital Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
General Fund	\$ (100,000)	\$ (100,000)	\$ -	\$ -	\$ -	\$ -
Net Transfers In (To) Other Funds	\$ (100,000)	\$ (100,000)	\$ -	\$ -	\$ -	\$ -
Net Change in Fund Balance	\$ (149,823)	\$ (44,403)	\$ (50,468)	\$ (5,897)	\$ (6,015)	\$ (6,135)
Total Fund Balance, September 30	\$ 467,358	\$ 422,955	\$ 372,487	\$ 366,590	\$ 360,576	\$ 354,440
Less Reserves & Designations	\$ (4,674)	\$ (4,230)	\$ (3,725)	\$ (3,666)	\$ (4,200)	\$ (4,200)
Designated Fund Balance Available	\$ 462,685	\$ 418,726	\$ 368,763	\$ 362,925	\$ 356,376	\$ 350,240

(1) Prior Year + 2%, based on 3yr trend

(2) Prior Year + 1%, based on 3yr trend



RECREATION PROGRAM REVENUE FUND

REVENUE:

Program Activity Fees	\$	339,000
Non Resident Registration Fees		130,304
Special Services Fees		7,750
Investment Income		-
Miscellaneous Income		13,100
Fund Balance (Increase) Decrease		<u>5,897</u>

Total Revenues: \$ 496,051

APPROPRIATIONS:

Personnel	\$	180,996
Operating Expenses		315,055
Capital Outlay		-
Non Operating		<u>-</u>

Total Appropriations: \$ 496,051



DETAIL REVENUES

ACCOUNT DESCRIPTION	2017/18 Actual Revenue	2018/19 Amended Revenue	2018/19 Estimated Revenue	2019/20 Proposed Revenue	2019/20 Adopted Revenue
CHARGES FOR SERVICES					
PROGRAM ACTIVITY FEES	328,372	335,000	250,000	339,000	339,000
NON-RESIDENT/REGISTR FEE	140,072	166,225	125,000	130,304	130,304
SPECIAL EVENT SERVICE FEE	5,870	8,300	6,000	7,750	7,750
TOTAL CHARGES FOR SERVICES	\$ 474,314	\$ 509,525	\$ 381,000	\$ 477,054	\$ 477,054
INVESTMENT INCOME					
INTEREST INCOME	363	-	1,486	-	-
TOTAL INVESTMENT INCOME	\$ 363	\$ -	\$ 1,486	\$ -	\$ -
MISCELLANEOUS INCOME					
MISCELLANEOUS INCOME	23,818	16,000	20,000	20,000	13,100
TOTAL MISCELLANEOUS INCOME	\$ 23,818	\$ 16,000	\$ 20,000	\$ 20,000	\$ 13,100
SUB TOTAL	\$ 498,495	\$ 525,525	\$ 402,486	\$ 497,054	\$ 490,154
TRANSFER TO GENERAL					
FUND BALANCE (INCREASE) DECREASE	44,403	50,468	26,840	-	5,897
GRAND TOTAL	\$ 542,898	\$ 575,993	\$ 429,326	\$ 497,054	\$ 496,051

SUMMARY OF EXPENDITURES

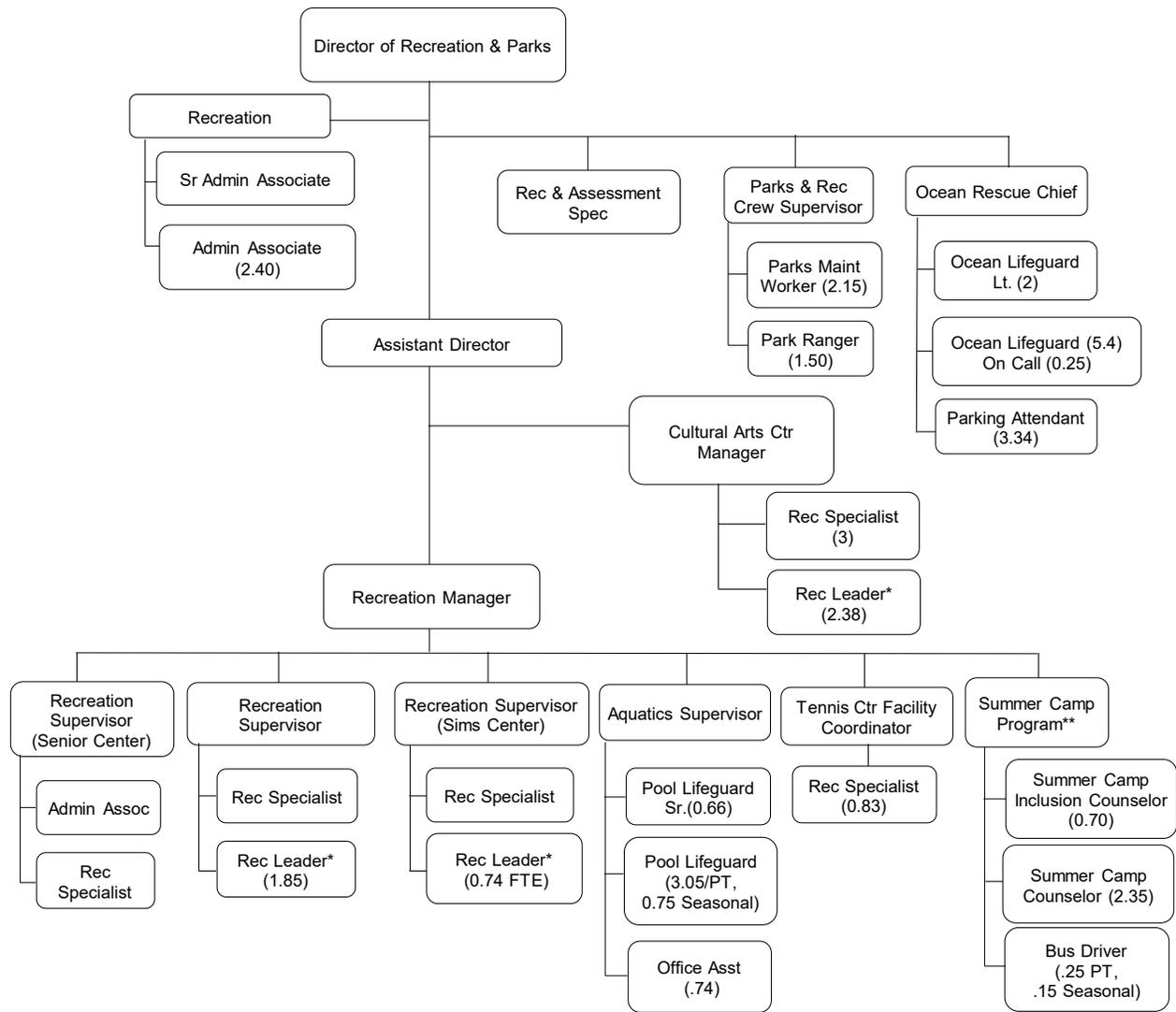
ACCOUNT	2017/2018 Actual Expense	2018/2019 Current Budget	2018/2019 Estimated Expenditures	2019/2020 Department Request	2019/2020 Adopted Budget
RECREATION PROGRAMS 172-2712-572					
DEPARTMENT SUMMARY					
Personnel Services	200,844	238,965	201,305	180,996	180,996
Operating Expenses	230,225	336,928	227,228	316,058	315,055
Capital Outlay	11,829	100	793	-	-
Nonoperating Expenses	100,000	-	-	-	-
TOTAL	\$ 542,898	\$ 575,993	\$ 429,326	\$ 497,054	\$ 496,051
Estimated as % of Budget			74.5%		



ORGANIZATIONAL CHART

DEPARTMENT: Recreation & Parks
 DIVISION: Recreation

FUND: 172
 DEPT. NO.: 2712



* 50% Funded in the Rec Program Revenue Fund 2712

** Authorized and Funded in the Rec Program Revenue Fund 2712

All other personnel authorized and funded in General Fund 2710



PERSONNEL ALLOCATION

DEPARTMENT: Recreation & Parks		FUND: 172					
DIVISION: Recreation		DEPT. NO.: 2712					
Position Title	Position Number	Pay Grade	2017/18 Actual	2018/19 Actual	2019/20 Inc/(Dec)	2019/20 Requested	2019/20 Adopted
Part-Time and Seasonal Positions (FTE):							
Recreation Program Revenue Fund 2712							
Recreation Leader	61231	5	3.46	3.46	(3.46)	0.00	0.00
Summer Day Camp Counselor	61278	5	3.05	3.05	(0.70)	2.35	2.35
Bus Driver	54207	8	1.38	1.38	(1.13)	0.25	0.25
Seasonal Bus Driver		8	0.10	0.10	0.00	0.10	0.10
Total Personnel:			7.99	7.99	-5.29	2.70	2.70

Performance Measures	Actual			Estimate	Projected
	2015-16	2016-17	2017-18	2018-19	2019-20
Recreation					
Camp Program Participants (summer camps)	307	297	271	245	245
Class Participants (registered programs; not including drop-in)	4,530	3,529	3,252	3,000	3,500
Beach Visitors	178,844	175,587	171,099	171,500	172,000
Lifeguard Actions	2,604	2,391	2,873	2,800	2,800
Volunteer Hours	9,607	9,324	7,110	7,200	7,200
Parking Decals Sold	4,329	4,040	3,860	3,800	3,800
Pavilion Reservation Attendance	12,134	13,552	12,939	13,000	13,500
Revenue from Facility Rentals	89,652	105,143	96,697	50,000	50,000
Revenue from Program Fees	707,041	589,075	498,494	403,000	509,000
Revenue from Recreation Fees, Programs, Sales, Etc.	1,482,118	1,425,852	1,220,620	1,150,000	1,200,000



DEPARTMENT: Recreation & Parks
DIVISION: Recreation

FUND: 172
DEPT. NO.: 2712

DEPARTMENT MISSION STATEMENT: Recreation and parks enhances the quality of life in our community.

DEPARTMENT CORE SERVICES:

- Health, Fitness and Skill Development Opportunities for all Ages
- Social, Health and Wellness Services for Ages 55+
- Life Safety Instructional Skills and Safe Aquatic Environments
- Spaces For Individuals To Connect With Nature
- Rental Spaces for Family and Community Gatherings
- Inclusive Programs for Individuals with Disabilities

STRATEGIC PLAN INITIATIVES AND DEPARTMENT INITIATIVES ALIGNMENT:

City Initiative No. 1: Redevelop Downtown

Department Initiatives Alignment:

1. Create programming menu for the Cultural Arts Center (CAC).
2. Relocate primary customer service/registration function to the CAC.
3. Add CAC activities/programming to the Department Revenue Policy Manual.

Target Performance Metrics:

1. Number of programs offered at the CAC
2. Office relocated and functioning as the Department’s main registration location
3. Fee schedule for CAC, including rental space

City Initiative No. 2: Building Wealth in the Community

Department Initiatives Alignment:

1. Introduce various sports skill and fundamentals to students participating in the afterschool programs at local elementary schools.
2. Introduce Seniors Center members to Health & Wellness presentations and activities from local businesses, organizations and professionals that will enhance their daily lives.
3. Increase aquatic programming/water safety activities.

Target Performance Metrics:

1. Increase the number or schools participating
2. Number of presentations and activities
3. Number of programs



DEPARTMENT: Recreation & Parks
DIVISION: Recreation

FUND: 172
DEPT. NO.: 2712

City Initiative No. 3: Boynton Beach Branding

Department Initiatives Alignment:

1. Modify the pavilion rental program to increase the availability for public usage.
2. Expand the Park Ranger program.
3. Increase recreational opportunities for individuals with different abilities.

Target Performance Metrics:

1. Increase pavilion rental revenue
2. Add morning service hours to the Rangers daily task log
3. Number of inclusive programs and events



DETAIL EXPENDITURES

	ACCOUNT	2017/2018 Actual Expense	2018/2019 Amended Budget	2018/2019 Estimated Expenditures	2019/2020 Department Request	2019/2020 Adopted Budget
DIV 12 RECREATION 172-2712-572						
	DEPARTMENT SUMMARY					
	Personnel Services	200,844	238,965	201,305	180,996	180,996
	Operating Expenses	230,225	336,928	227,228	316,058	315,055
	Capital Outlay	11,829	100	793	-	-
	Nonoperating Expenses	100,000	-	-	-	-
	TOTAL	\$ 542,898	\$ 575,993	\$ 429,326	\$ 497,054	\$ 496,051
	Estimated as % of Budget			74.5%		
12-10	REGULAR SALARIES/WAGES	186,334	217,271	187,000	168,134	168,134
14-10	OVERTIME	32	-	-	-	-
14-20	REIMBURSABLE WAGES	135	100	-	-	-
21-10	EMPLOYER FICA	14,343	21,594	14,305	12,862	12,862
	SUB-TOTAL Personnel Services	\$ 200,844	\$ 238,965	\$ 201,305	\$ 180,996	\$ 180,996
32-10	AUDIT FEE	1,183	1,067	1,067	1,067	1,067
34-60	PROGRAM FEES/INSTRUCTORS	88,068	144,500	80,000	128,519	128,519
41-12	POSTAGE	5,061	6,000	4,000	4,000	4,000
47-10	PRINTING & BINDING	18,150	29,000	23,000	30,550	30,550
48-05	ADVERTISING	1,157	10,000	500	2,500	2,500
49-09	SELF INSURANCE CHGS (W/C)	8,616	8,685	8,685	10,499	9,496
49-10	WAREHOUSE SERVICE CHG	1,259	1,176	1,176	1,123	1,123
49-14	CREDIT CARD FEES	1,218	1,600	1,300	1,500	1,500
49-17	OTHER CONTRACTUAL SRVS	65,955	73,000	72,000	81,300	81,300
52-20	OPR EQUIPMENT <\$750	407	800	-	-	-
52-22	UNIFORMS	192	600	-	-	-
52-40	PROGRAM FEES/SUPPLIES	34,439	58,500	35,000	50,000	50,000
54-30	TRAINING	4,520	2,000	500	5,000	5,000
	SUB- TOTAL Operating Expenses	\$ 230,225	\$ 336,928	\$ 227,228	\$ 316,058	\$ 315,055
64-02	GENERAL EQUIPMENT	11,829	100	793	-	-
64-03	RECREATION EQUIPMENT	-	-	-	-	-
	SUB- TOTAL Capital Outlay	\$ 11,829	\$ 100	\$ 793	\$ -	\$ -
	SUBTOTAL	\$ 442,898	\$ 575,993	\$ 429,326	\$ 497,054	\$ 496,051
91-01	TRANSFER TO GENERAL FUND	100,000	-	-	-	-
	DEPARTMENT TOTAL	\$ 542,898	\$ 575,993	\$ 429,326	\$ 497,054	\$ 496,051



The City issued Public Service Tax Revenue Bonds in the past secured solely by all public service and communications service taxes. Beginning in FY 2008-09, this fund now receives all of the taxes directly to pay debt service on bond issues for capital construction projects. Previously, some of these taxes were credited directly to the General Fund or the Capital Improvement Fund. As a result, the total amount of taxes available and allocated was not clear in a single budget or accounting schedule. We now continue to show all revenue in the Public Service Tax Debt Service Fund.

The City is projected to receive a total of \$9.8M in Public Service Taxes in FY 2019-20. Of this amount, \$2.3M is budgeted for required debt service payments with \$7.2M transferred to the General Fund and a \$600K transfer to the Capital Projects fund. The future years reflect a fund balance range within \$5M to \$6M.

PUBLIC SERVICE TAX REVENUE BONDS (A Debt Service Fund)

	2016-17 Actual	2017-18 Actual	2018-19 Amended Budget	2019-20 Adopted Budget	2020-21 Projected Budget	2021-22 Projected Budget
Total Fund Balance, October 1	\$ 3,648,413	\$ 4,515,501	\$ 5,110,954	\$ 4,767,454	\$ 4,423,954	\$ 5,218,949
Revenues	\$ 10,138,770	\$ 10,062,973	\$ 9,856,500	\$ 9,856,500	\$ 10,152,195 (1)	\$ 10,456,761 (1)
Expenditures	\$ (2,351,682)	\$ (2,352,520)	\$ (2,360,000)	\$ (2,360,000)	\$ (2,407,200) (2)	\$ (2,455,344) (2)
Revenues Over (Under) Expenditures	\$ 7,787,088	\$ 7,710,453	\$ 7,496,500	\$ 7,496,500	\$ 7,744,995	\$ 8,001,417
Transfers In (To) Other Funds						
Capital Improvement Fund	\$ (570,000)	\$ (600,000)	\$ (600,000)	\$ (600,000)	\$ (900,000)	\$ (900,000)
General Fund	\$ (6,350,000)	\$ (6,515,000)	\$ (7,240,000)	\$ (7,240,000)	\$ (6,050,000)	\$ (6,050,000)
Net Transfers In (To) Other Funds	\$ (6,920,000)	\$ (7,115,000)	\$ (7,840,000)	\$ (7,840,000)	\$ (6,950,000)	\$ (6,950,000)
Net Change in Fund Balance	\$ 867,088	\$ 595,453	\$ (343,500)	\$ (343,500)	\$ 794,995	\$ 1,051,417
Total Fund Balance, September 30	\$ 4,515,501	\$ 5,110,954	\$ 4,767,454	\$ 4,423,954	\$ 5,218,949	\$ 6,270,366
Less Reserves & Designations	\$ (4,515,501)	\$ (5,110,954)	\$ (4,767,454)	\$ (4,423,954)	\$ (5,218,949)	\$ (6,270,366)
Undesignated Fund Balance Available	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

(1) Prior Year + 3%, based on 3yr trend

(2) Prior Year + 2%, based on 3yr trend



PUBLIC SERVICE TAX DEBT SERVICE FUND

REVENUES:

Utility Taxes	\$ 9,855,000
Interest Income	1,500
Fund Balance (Increase) Decrease	<u>343,500</u>
Total Revenues:	<u>\$ 10,200,000</u>

APPROPRIATIONS:

Principal	\$ 1,970,000
Interest	370,000
Transfers	7,840,000
CPA and Fiscal Agent Fees	10,985
Non Operating	<u>9,015</u>
Total Appropriations:	<u>\$ 10,200,000</u>



DETAIL REVENUES

ACCOUNT DESCRIPTION	2017/18 Actual Revenue	2018/19 Adopted Revenue	2018/19 Estimated Revenue	2019/20 Proposed Revenue	2019/20 Adopted Revenue
PUBLIC SERVICE TAXES					
FLORIDA POWER & LIGHT	6,280,056	6,000,000	6,000,000	6,000,000	6,000,000
MISC UTILITY TAXES	109,770	50,000	50,000	50,000	50,000
WATER & SEWER 10%	1,238,321	1,200,000	1,200,000	1,200,000	1,200,000
FLORIDA PUBLIC UTILITIES	63,100	100,000	100,000	100,000	100,000
AMERIGAS	44,027	5,000	5,000	5,000	5,000
COMMUNICATION SERV. TAX	2,325,012	2,500,000	2,500,000	2,500,000	2,500,000
TOTAL PUBLIC SERVICE TAX	\$ 10,060,286	\$ 9,855,000	\$ 9,855,000	\$ 9,855,000	\$ 9,855,000
INVESTMENT INCOME					
INTEREST INCOME	2,687	1,500	1,500	1,500	1,500
TOTAL INVESTMENT INCOME	\$ 2,687	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500
TRANSFERS IN					
GENERAL FUND		-	-	-	-
TOTAL TRANSFERS IN	\$ -	\$ -	\$ -	\$ -	\$ -
SUB TOTAL	\$ 10,062,973	\$ 9,856,500	\$ 9,856,500	\$ 9,856,500	\$ 9,856,500
BOND PROCEEDS			-		-
FUND BALANCE (INCREASE) DECREASE	(595,453)	343,500	325,635	343,500	343,500
GRAND TOTAL	\$ 9,467,520	\$ 10,200,000	\$ 10,182,135	\$ 10,200,000	\$ 10,200,000



DETAIL EXPENDITURES

	ACCOUNT	2017/2018 Actual Expense	2018/2019 Amended Budget	2018/2019 Estimated Expenditures	2019/2020 Department Request	2019/2020 Adopted Budget
DIV 11 PUBLIC SERVICE TAX DEBT SERVICE 207-3011-517						
DEPARTMENT SUMMARY						
	Operating Expenses	5,750	8,985	2,135	8,985	8,985
	Capital Outlay	9,461,770	10,191,015	10,180,000	10,191,015	10,191,015
	Nonoperating Expenses	-	-	-	-	-
	TOTAL	\$ 9,467,520	\$ 10,200,000	\$ 10,182,135	\$ 10,200,000	\$ 10,200,000
	Estimated as % of Budget			99.8%		
31-90	OTHER PROFESSIONAL SRVS	2,750	6,850	-	6,850	6,850
32-10	AUDIT FEE	3,000	2,135	2,135	2,135	2,135
	SUB- TOTAL Operating Expenses	\$ 5,750	\$ 8,985	\$ 2,135	\$ 8,985	\$ 8,985
71-01	PRINCIPAL PAYMENT	1,940,000	1,970,000	1,970,000	1,970,000	1,970,000
72-01	DEBT INTEREST EXPENSE	406,770	370,000	370,000	370,000	370,000
73-01	FISCAL AGENTS FEE	-	2,000	-	2,000	2,000
91-01	TRANSFER TO GENERAL FUND	6,515,000	7,240,000	7,240,000	7,240,000	7,240,000
91-31	TRANSFER TO CAPITAL IMPV	600,000	600,000	600,000	600,000	600,000
95-60	UNCOLLECTIBLE EXPENSE	-	9,015	-	9,015	9,015
	SUB- TOTAL Non-Operating Exp.	\$ 9,461,770	\$ 10,191,015	\$ 10,180,000	\$ 10,191,015	\$ 10,191,015
	SUBTOTAL	\$ 9,467,520	\$ 10,200,000	\$ 10,182,135	\$ 10,200,000	\$ 10,200,000
91-30	TRANSFER/VEH. SRV. FUND	-	-	-	-	-
	DEPARTMENT TOTAL	\$ 9,467,520	\$ 10,200,000	\$ 10,182,135	\$ 10,200,000	\$ 10,200,000



The Boynton Beach Memorial Fund is the City’s Fund for operating two cemeteries in the City. City staff manages the two cemeteries with policy direction by the Cemetery Advisory Board. For FY2019-20, the Cemetery Fund expects only \$147.5K in revenues compared to \$150.5K in FY 2018-19. The City anticipates that the cemetery operational expenditures will be \$306K of the \$350K adopted budget. This will require a \$130K appropriation (reduction) of the fund balance in the Cemetery Trust Fund.

The FY2019-20 projected fund balance of \$2.9M will continue to decrease. This economic situation exists because of limited availability of graves and crypts and the required maintenance of cemeteries.

BOYNTON BEACH MEMORIAL PARK & MAUSOLEUM FUND (A Special Revenue Fund)

	2016-17 Actual	2017-18 Actual	2018-19 Amended Budget	2019-20 Adopted Budget	2020-21 Projected Budget	2021-22 Projected Budget
Undesignated Fund Balance, October 1	\$ 3,636,060	\$ 3,453,801	\$ 3,272,911	\$ 3,052,675	\$ 2,922,783	\$ 2,787,351
Revenues	\$ 177,447	\$ 171,814	\$ 150,500	\$ 147,500	\$ 148,975 (1)	\$ 150,465 (1)
Expenditures	\$ (316,138)	\$ (311,441)	\$ (329,046)	\$ (233,835)	\$ (240,850) (2)	\$ (248,076) (2)
Revenues Over (Under) Expenditures	\$ (138,691)	\$ (139,627)	\$ (178,546)	\$ (86,335)	\$ (91,875)	\$ (97,611)
Transfers In (To) Other Funds						
Vehicle Service Fund	\$ (16,568)	\$ (14,263)	\$ (14,690)	\$ (16,557)	\$ (16,557)	\$ (16,557)
General Fund	\$ (27,000)	\$ (27,000)	\$ (27,000)	\$ (27,000)	\$ (27,000)	\$ (27,000)
Net Transfers In (To) Other Funds	\$ (43,568)	\$ (41,263)	\$ (41,690)	\$ (43,557)	\$ (43,557)	\$ (43,557)
Net Change (Reduction) in Fund Balance	\$ (182,259)	\$ (180,890)	\$ (220,236)	\$ (129,892)	\$ (135,432)	\$ (141,168)
Total Fund Balance, September 30	\$ 3,453,801	\$ 3,272,911	\$ 3,052,675	\$ 2,922,783	\$ 2,787,351	\$ 2,646,183
Less Reserves & Designations	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Undesignated Fund Balance Available	\$ 3,453,801	\$ 3,272,911	\$ 3,052,675	\$ 2,922,783	\$ 2,787,351	\$ 2,646,183

(1) Prior Year + 1%, based on 3yr trend
 (2) Prior Year + 3%, based on 3yr trend



BOYNTON BEACH MEMORIAL PARK FUND

REVENUE:

Sale of Lots/Crypts	\$	57,000
Charges for Services		48,000
Investment Earnings		35,000
Miscellaneous Income		7,500
Fund Balance (Increase) Decrease		<u>129,892</u>

Total Revenues: \$ 277,392

APPROPRIATIONS:

Personnel Services	\$	144,486
Operating Expenses		87,349
Capital Outlay		-
Non Operating		<u>45,557</u>

Total Appropriations: \$ 277,392



DETAIL REVENUES

ACCOUNT DESCRIPTION	2017/18 Actual Revenue	2018/19 Adopted Revenue	2018/19 Estimated Revenue	2019/20 Proposed Revenue	2019/20 Adopted Revenue
CHARGES FOR SERVICES					
OPENINGS/CLOSINGS	55,730	40,000	40,000	40,000	40,000
CEMETERY/EQUIP RTL.	11,550	8,000	8,000	8,000	8,000
CEMETERY-SALE OF LOTS	54,855	60,000	40,000	45,000	45,000
TOTAL CHARGES FOR SERVICES	\$ 122,135	\$ 108,000	\$ 88,000	\$ 93,000	\$ 93,000
INVESTMENT INCOME					
INTEREST INCOME	14,341	15,000	15,000	20,000	20,000
TOTAL INVESTMENT INCOME	\$ 14,341	\$ 15,000	\$ 15,000	\$ 20,000	\$ 20,000
MISCELLANEOUS INCOME					
MISCELLANEOUS INCOME	10,100	5,000	5,000	5,000	5,000
TOTAL MISCELLANEOUS INCOME	\$ 10,100	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
SUB TOTAL	\$ 146,576	\$ 128,000	\$ 108,000	\$ 118,000	\$ 118,000
FUND BALANCE (INCREASE) DECREASE	184,928	219,362	208,556	150,606	135,618
GRAND TOTAL - CEMETERY	\$ 331,504	\$ 347,362	\$ 316,556	\$ 268,606	\$ 253,618

DETAIL REVENUES

ACCOUNT DESCRIPTION	2017/18 Actual Revenue	2018/19 Adopted Revenue	2018/19 Estimated Revenue	2019/20 Proposed Revenue	2019/20 Adopted Revenue
CHARGES FOR SERVICES					
MAUSOLEUM/SALE OF CRYPTS	10,684	15,000	15,000	12,000	12,000
TOTAL CHARGES FOR SERVICES	\$ 10,684	\$ 15,000	\$ 15,000	\$ 12,000	\$ 12,000
INVESTMENT INCOME					
INTEREST INCOME	13,039	5,000	5,000	15,000	15,000
TOTAL INVESTMENT INCOME	\$ 13,039	\$ 5,000	\$ 5,000	\$ 15,000	\$ 15,000
MISCELLANEOUS INCOME					
MISCELLANEOUS INCOME	1,515	2,500	2,500	2,500	2,500
TOTAL MISCELLANEOUS INCOME	\$ 1,515	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500
SUB TOTAL	\$ 25,238	\$ 22,500	\$ 22,500	\$ 29,500	\$ 29,500
FUND BALANCE (INCREASE) DECREASE	(4,038)	874	(3,380)	(5,726)	(5,726)
GRAND TOTAL - MAUSOLEUM	\$ 21,200	\$ 23,374	\$ 19,120	\$ 23,774	\$ 23,774



SUMMARY OF EXPENDITURES

ACCOUNT	2017/2018 Actual Expense	2018/2019 Current Budget	2018/2019 Estimated Expenditures	2019/2020 Department Request	2019/2020 Adopted Budget
CEMETERY FUND 631-3110-539					
DEPARTMENT SUMMARY					
Personnel Services	233,592	233,188	215,662	158,951	144,486
Operating Expenses	43,230	71,584	55,204	66,098	65,575
Capital Outlay	-	-	-	-	-
Nonoperating Expenses	54,682	42,590	45,690	43,557	43,557
TOTAL	\$ 331,504	\$ 347,362	\$ 316,556	\$ 268,606	\$ 253,618
Estimated as % of Budget			91%		

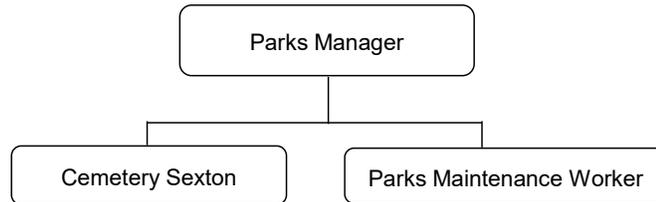
CEMETERY FUND: MAUSOLEUM 632-3110-539					
DEPARTMENT SUMMARY					
Personnel Services	-	-	-	-	-
Operating Expenses	15,880	18,374	14,400	21,774	21,774
Capital Outlay	-	-	-	-	-
Nonoperating Expenses	5,320	5,000	4,720	2,000	2,000
TOTAL	\$ 21,200	\$ 23,374	\$ 19,120	\$ 23,774	\$ 23,774
Estimated as % of Budget			81.8%		



ORGANIZATIONAL CHART

DEPARTMENT: Public Works
DIVISION: Cemetery / Mausoleum

FUND: 631 & 632
DEPT. NO.: 3110





DEPARTMENT: Public Works
DIVISION: Cemetery / Mausoleum

FUND: 631 & 632
DEPT. NO.: 3110

DEPARTMENT MISSION STATEMENT: Assist those in need with concrete support during stressed times during cemetery services

DEPARTMENT CORE SERVICES:

- Maintain high level of perpetual care at cemetery during services
- Grounds maintenance year round

STRATEGIC PLAN INITIATIVES AND DEPARTMENT INITIATIVES ALIGNMENT:

City Initiative No. 2: Building Wealth in the Community

Department Initiative No. 1: Minimize City's cost

1. Increase plots for added space.

Target Performance Metrics:

- Based on annual purchases.



DETAIL EXPENDITURES

ACCOUNT		2017/2018 Actual Expense	2018/2019 Amended Budget	2018/2019 Estimated Expenditures	2019/2020 Department Request	2019/2020 Adopted Budget
DIV 10 CEMETERY 631-3110-539						
DEPARTMENT SUMMARY						
	Personnel Services	233,592	233,188	215,662	158,951	144,486
	Operating Expenses	43,230	71,584	55,204	66,098	65,575
	Capital Outlay	-	-	-	-	-
	Nonoperating Expenses	54,682	42,590	45,690	43,557	43,557
	TOTAL	\$ 331,504	\$ 347,362	\$ 316,556	\$ 268,606	\$ 253,618
	Estimated as % of Budget			91.1%		
12-10	REGULAR SALARIES/WAGES	158,021	164,069	148,928	91,224	91,224
14-10	OVERTIME	4,517	3,934	1,500	3,934	3,934
15-13	SHOE ALLOWANCE	295	296	295	296	296
21-10	EMPLOYER FICA	11,556	11,854	11,854	11,854	7,024
22-10	GENERAL EMPLOYEES PENSION	36,071	26,831	26,831	25,389	25,389
23-10	LIFE INSURANCE	(17)	53	53	53	25
23-20	DISABILITY INSURANCE	(29)	128	628	628	359
23-30	HEALTH INSURANCE	20,018	22,347	21,897	24,022	15,294
23-32	CIGNA HSA	1,750	-	-	-	-
23-34	HSA	-	2,125	2,125	-	-
23-40	DENTAL INSURANCE	1,259	1,385	1,385	1,385	839
23-50	VISION INSURANCE	151	166	166	166	102
	SUB-TOTAL Personnel Services	\$ 233,592	\$ 233,188	\$ 215,662	\$ 158,951	\$ 144,486
32-10	AUDIT FEES	2,365	2,135	1,600	2,135	2,135
41-15	CELLULAR PHONE/BEEPER	527	600	600	600	600
43-10	ELECTRIC SERVICE	3,837	30,000	20,000	20,000	20,000
43-20	WATER/SEWER SERVICE	1,150	2,000	1,000	1,000	1,000
46-10	BUILDING REPAIRS	-	150	150	150	150
46-30	VEHICLE MAINT. - GARAGE	16,458	17,960	10,000	9,875	9,875
46-45	IRRIGATION MAINTENANCE	-	500	500	500	500
49-09	SELF INSURANCE CHGS (W/C)	4,505	4,535	4,500	5,473	4,950
49-10	WAREHOUSE SERVICE CHG	551	469	469	280	280
49-17	OTHER CONTRACTUAL SRVS	8,100	450	10,000	19,200	19,200
49-41	LICENSES, FEES & PERMITS	580	35	35	35	35
52-20	OPR EQUIPMENT <\$750	416	500	-	500	500
52-21	CHEMICALS	657	650	600	600	600
52-22	UNIFORMS	-	-	500	500	500
52-23	SAFETY CLOTHING/EQUIP.	-	250	250	250	250
52-26	GARDENING SUPPLIES	1,793	2,500	3,000	3,000	3,000
52-27	HARDWARE/TOOLS	519	50	500	500	500
52-75	EQUIP PARTS/SUPPLIES	1,772	8,800	1,500	1,500	1,500
	SUB- TOTAL Operating Expenses	\$ 43,230	\$ 71,584	\$ 55,204	\$ 66,098	\$ 65,575
64-02	GENERAL EQUIPMENT	-	-	-	-	-
	SUB- TOTAL Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -
	SUBTOTAL	\$ 276,822	\$ 304,772	\$ 270,866	\$ 225,049	\$ 210,061
91-01	TRANSFER TO GENERAL FUND	27,000	27,000	27,000	27,000	27,000
91-30	TRANSFER/VEH. SRV. FUND	14,263	14,690	14,690	16,557	16,557
95-60	UNCOLLECTIBLE EXPENSE	579	(3,600)	-	-	-
99-05	REFUND ON CEMETERY LOTS	12,840	4,500	4,000	-	-
	DEPARTMENT TOTAL	\$ 331,504	\$ 347,362	\$ 316,556	\$ 268,606	\$ 253,618



DETAIL EXPENDITURES

ACCOUNT		2017/2018 Actual Expense	2018/2019 Amended Budget	2018/2019 Estimated Expenditures	2019/2020 Department Request	2019/2020 Adopted Budget
DIV 10 MAUSOLEUM 632-3110-539						
DEPARTMENT SUMMARY						
	Personnel Services	-	-	-	-	-
	Operating Expenses	15,880	18,374	14,400	21,774	21,774
	Capital Outlay	-	-	-	-	-
	Nonoperating Expenses	5,320	5,000	4,720	2,000	2,000
	TOTAL	\$ 21,200	\$ 23,374	\$ 19,120	\$ 23,774	\$ 23,774
	Estimated as % of Budget			81.8%		
43-10	ELECTRIC SERVICE	5,523	2,575	2,000	2,500	2,500
43-20	WATER/SEWER SERVICE	6,208	7,700	5,000	5,000	5,000
49-17	OTHER CONTRACTUAL SRVS	3,340	6,849	6,000	12,624	12,624
52-01	SUPPLIES	359	1,250	1,000	1,250	1,250
52-75	EQUIP PARTS/SUPPLIES	450	-	400	400	400
	SUB- TOTAL Operating Expenses	\$ 15,880	\$ 18,374	\$ 14,400	\$ 21,774	\$ 21,774
64-20	COMMUNICATION EQUIP	-	-	-	-	-
	SUB- TOTAL Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -
	SUBTOTAL	\$ 15,880	\$ 18,374	\$ 14,400	\$ 21,774	\$ 21,774
99-06	REFUND - SALE OF CRYPTS	5,320	5,000	4,720	2,000	2,000
	DEPARTMENT TOTAL	\$ 21,200	\$ 23,374	\$ 19,120	\$ 23,774	\$ 23,774



CAPITAL IMPROVEMENT PLAN GOVERNMENT PROJECTS (page 19-4 to 19-86)

This section will provide information on the City of Boynton Beach Capital Improvement Plan (CIP), which is presented over a five-year period; internally the City develops a ten year CIP. The CIP process of identifying the City needs for repair/maintenance/modifications begins during the months of December thru February of each fiscal year.

The CIP Committee (comprised of senior managers and directors from Public Works, Financial Services, Information Technology Services, Recreation and Parks, Fire and Rescue, Police, Utilities, the Assistant City Manager and the City Manager) guides the annual CIP development process for projects that exceed \$5,000 for the projected five-year period. The Public Works and Finance departments are jointly responsible for preparing and maintaining the City of Boynton Beach's Capital Improvement Program and coordinating the development of the annual five-year CIP document with the guidance of the CIP Committee. The CIP process includes project prioritization, determining financial impacts to both operating and capital accounts, identifying potential funding sources, and providing monthly financial reports on the projects and fund balance. The recommended projects may be related to infrastructure modifications, new facilities, major equipment purchase, technology, and major renewal and replacement. A final CIP list of projects are submitted to the Commission for review and approval at the July workshops, then adopted and included in the budget.

CIP objectives:

1. Replacement and expansion of City facilities, i.e. The Town Square Project
2. Enhance service to the residents and visitors in the City of Boynton Beach, i.e. New Cultural Center
3. Meet regulatory and/or Commission mandates
4. Reduce cost and/or generate revenue (addition of a future hotel in the downtown area)
5. May ensure/enforce the health and safety needs of the residents

The CIP is divided into two major sections: Governmental and Enterprise. The Governmental section consists of General Government, Recreation and Parks, Public Safety, Information Technology, and Transportation/Roadway projects. The General Government projects are budgeted in primarily Fund 302 and Fund 303. Fund 303 has only renewal and replacement projects which are supported by one-cent Surtax dollars for a period of 10 years (an oversight board was establish to monitor the usage of these public dollars). The Enterprise section includes all Utility projects (related to Water, Sewer, Stormwater, Reuse Systems, and the Regional Plant).

Important terminologies:

Source of Funds represents projected or expected revenues; i.e. sales tax funds, grants, bonds, transfers, fund balance (FB) or reserves.

Use of Funds represents appropriations/committed funds and planned expenditures in the future.



**CAPITAL IMPROVEMENT PLAN
ENTERPRISE PROJECTS (pages 19-87 to 19-145)**

Overview

The City of Boynton Beach Utility Department works within a consumptive use permit issued by the South Florida Water Management District which dictates the amount of natural resource that can be withdrawn for treatment and distribution.

The Utility CIP continues to be affected by factors and trends, such as, shortfalls in the operating budget, low reserves, and general issues pertaining to the poor capital availability. The City will continue to review project expenditures, identifying new revenues and improvement to its procurement process in order to gain the best economic advantage.

The Utility source of funding includes grants, debt, capacity facility fees, and fund reserves. The Utility projects are budgeted primarily in Fund 403 and Fund 404 (which is utilized for expansion related projects).

Major Impacts on the Operating Funds

There are various Capital Improvement Projects listed for FY 2019-20 that will impact future operating budgets for both the General Fund (001) and the Utility Operating Fund (401).

The General Government projects that affect the General Fund starting in FY 2019-20 are: the renovation of the old high school, which is being converted into the Boynton Cultural Center, is to be completed by spring 2020. For FY2019-20, prorated operating cost maybe less than \$100,000.

The Citywide Public Safety Radio System will cost the City \$375,000 for the five years or more. Police CAD Records Management System project will affect the General Fund operating cost of approximately \$86,000 in following year after the installation over six years.

The Development department Electronic Plan Review System, a mix of software and hardware, should be completed and implemented in FY2019-20 with an annual cost of \$20,000.

Improvement to parks or recreational areas (Boynton Lakes and Meadows Park) may increase maintenance cost by \$10,000 to \$15,000.

The Library Integrated System and new Police technology may add to the annual operating budget approximately \$15,000. Information Technology projects (Network Circuit Certifier, Exagrid Backup, Replace Storage SAN, Anti-Virus Replacement, Data Center VSP7000 Switch, and Network Infrastructure Replacement) will add \$34,400 to the operating budget.

Although the Utility Capital Funds (403 & 404) have major project budgets most are renewal and replacement projects which will produce savings as oppose to additional operating cost. The planned



water main connection to the Town of Hypoluxo may impact the Utility operating budget in FY 2019-20.

Note the CIP Priority Ranking represents:

High = Safety/Commission Mandate

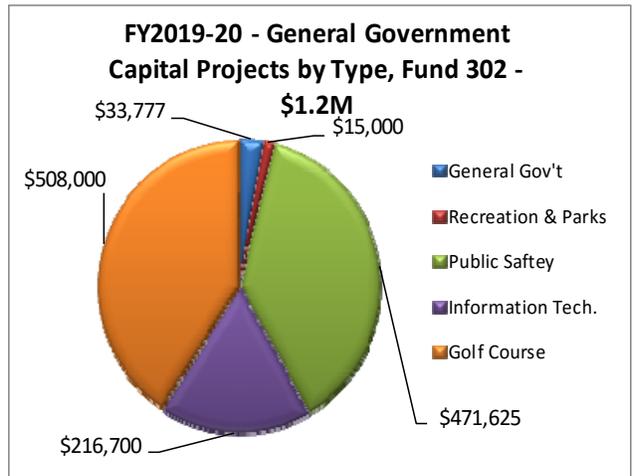
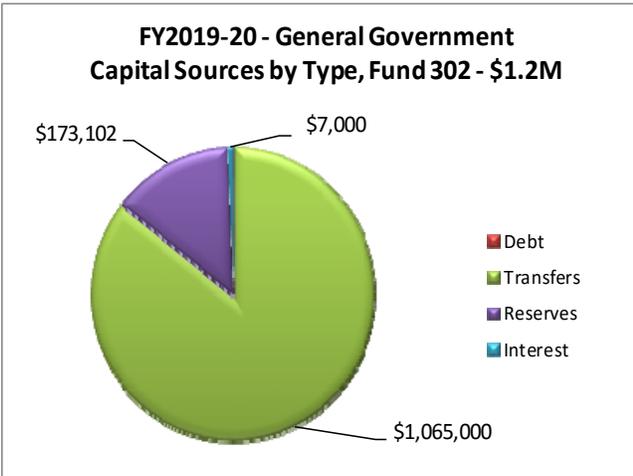
Medium = Maintain Level of Service

Low = Moderate benefit



Adopted Budget for Capital Projects (Fund 302 & 303)

Fund 302		<u>FY 2018-19</u>	<u>FY 2019-20</u>
<u>Capital Improvement Program</u>		<u>Amended Budget</u>	<u>Adopted Budget</u>
Sources	Grants	650,000	-
	Debt	6,875,173	-
	Transfers	1,065,000	1,065,000
	Reserves	743,617	173,102
	Interest	5,137	7,000
		<u>\$ 9,338,927</u>	<u>\$ 1,245,102</u>
Expenditures	General Gov't	7,243,437	33,777
	Recreation & Parks	619,850	15,000
	Public Safety	375,000	471,625
	Information Tech.	350,640	216,700
	Transportation	-	-
	Golf Course	<u>750,000</u>	<u>508,000</u>
	<u>\$ 9,338,927</u>	<u>\$ 1,245,102</u>	





FUND BALANCE ANALYSIS - FUND 302

FUNDING SOURCES	FY 2019/20	FY 2020/21	FY 2021/22	FY 2022/23	FY 2023/24
	Amended	Plan	Plan	Plan	Plan
Fund Balance Reserves (FB - 302)	\$ 988,843	\$ 813,878	\$ 813,878	\$ 248,289	\$ 454,197
Debt/Loan	0	0	0	0	0
State Revenue Sharing Program	0	0	0	0	0
CRA Reimbursement	0	0	0	0	0
Grants	0	0	0	0	0
<u>Fund Transfers from</u>					
General/Other Fund	0	274,000	600,000	300,000	300,000
Local Option Gas Tax (LOGT - 104)	450,000	450,000	450,000	450,000	450,000
Parks & Recreation Trust (PIF - 141)	15,000	0	0	0	0
Recreation Program Revenue (RPR - 172)	0	0	0	0	0
Public Service Debt (PST - 207)	600,000	600,000	570,000	570,000	570,000
Utility (UF - 401)	0	0	0	0	0
Misc. Trust Fund (691)	0	0	0	0	0
Misc. Income & Interest	5,137	2,298	8,139	2,483	4,542
Total Revenues	1,070,137	1,326,298	1,628,139	1,322,483	1,324,542
Total Revenues + Fund Balance	\$ 2,058,980	\$ 2,140,176	\$ 2,442,016	\$ 1,570,772	\$ 1,778,739
Estimated Expenditures + Encumbrances	\$ (1,241,900)	\$ (1,323,096)	\$ (2,190,525)	\$ (1,113,325)	\$ (371,625)
Audit Fee	\$ (3,202)	\$ (3,202)	\$ (3,202)	\$ (3,250)	\$ (3,250)
Ending Fund Balance	\$ 813,878	\$ 813,878	\$ 248,289	\$ 454,197	\$ 1,403,864



FY 2019-20 to FY 2023-24 CAPITAL IMPROVEMENT PROGRAM
GENERAL GOVERNMENT

PROJECT NAME	FY 2019/20	FY 2020/21	FY 2021/22	FY 2022/23	FY 2023/24
	Amended	Plan	Plan	Plan	Plan
Audit Fee	3,202	3,202	3,202	3,250	3,250
Children's Museum - Painting Exterior & Soffit Repair	10,575	0	0	0	0
General Government - HVAC Repairs	20,000	0	0	0	0
Town Square – High School	0	0	0	0	0
TOTAL GENERAL GOVERNMENT PROJECTS	\$ 33,777	\$ 3,202	\$ 3,202	\$ 3,250	\$ 3,250
Betty Thomas Park	0	0	0	0	0
Congress Ave Barrier Free	0	0	0	0	0
Miscellaneous Small Parks Projects	10,000	0	0	0	0
Oyer Park	0	0	8,000	0	0
Pence Park	5,000	0	0	0	0
Sara Sims Park	0	0	0	0	0
TOTAL RECREATION AND PARKS PROJECTS	\$ 15,000	\$ -	\$ 8,000	\$ -	\$ -
Citywide Public Safety Radio System	371,625	371,625	371,625	371,625	371,625
Rolling Green Site Improvement	100,000	200,000			
TOTAL PUBLIC SAFETY PROJECTS	\$ 471,625	\$ 571,625	\$ 371,625	\$ 371,625	\$ 371,625
Police CAD Records Management System	156,700	156,700	156,700	156,700	0
Development Dept. - Electronic Plan Review	60,000	0	0	0	0
TOTAL INFORMATION TECHNOLOGY PROJECTS	\$ 216,700	\$ 156,700	\$ 156,700	\$ 156,700	\$ -
Street Maintenance/Impv.					
Bridge Repair - Maintenance & Improvements					
TOTAL TRANSPORTATION/ROADWAY PROJECTS	\$ -	\$ -	\$ -	\$ -	\$ -
Golf Course Clubhouse	80,000	500,000	1,500,000	0	0
Golf Course Maintenance Bldg. - Construction (TBD)	0	0	100,000	0	0
Golf Course - Pave Cart Paths	0	0	0	50,000	0
Golf Course - Cart Garage	220,000	0	0	10,000	0
Golf Course - Misc (Parking/Greens Replacement)	208,000	94,771	54,200	525,000	0
TOTAL GOLF COURSE PROJECTS	\$ 508,000	\$ 594,771	\$ 1,654,200	\$ 585,000	\$ -
GENERAL GOVERNMENT CIP GRAND TOTAL	\$ 1,245,102	\$ 1,326,298	\$ 2,193,727	\$ 1,116,575	\$ 374,875



**Capital Improvement Program
Project Information & Financial Plan Form**

Project Title: Children's Museum - Painting Exterior & Soffit Repair Department: City Hall
 Project #: GG1804 Project Type: Improv/Renovation
 Project G/L #: 302-4107-573-62-01 Project Manager: Kevin Ramsey

PROJECT DESCRIPTION	PROJECT PICTURE(S)
Paint and repair building exterior (includes repair to the floors, doors, windows, flashing, fascia, and soffit)	
BUSINESS CASE	
Paint extends building life. Wooden soffits showing failure in some areas and warrant replacement and coating	

PROJECT SCHEDULE	< ONGOING >				PROJECT CRITERIA
	Start		Completion		
	Estimated	Actual	Estimated	Actual	
Planning / Study	On-going				Replacement of Facilities/Equipment (New) x
Design					Expansion of Facilities (Modification)
Contract Advertise/Award					Enhance Service to Public
Construction					Regulatory or Commission Mandate
Project In Service Date					Reduce Costs x
PROJECT PRIORITY	High				Generate Revenue
	Medium	x			Health & Safety x
	Low				Security / Fire Control
					ADA Compliance

SOURCE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Fund Balance	\$47,425	\$10,575	\$0	\$0	\$0	\$0	\$58,000
Local Option Gas Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Parks & Rec Trust Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Rec Program Revenue Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Public Service Debt Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utility Cap Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt / Loan	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants / Donations	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$47,425	\$10,575	\$0	\$0	\$0	\$0	\$58,000

USE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Planning/Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$47,425	\$10,575	\$0	\$0	\$0	\$0	\$58,000
Furniture/Equipment/Technology	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Art (1% of Construction)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Management	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$47,425	\$10,575	\$0	\$0	\$0	\$0	\$58,000

Impact on Operating Budget	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0



**Capital Improvement Program
Project Information & Financial Plan Form**

Project Title: Gen. Govt. - HVAC Repairs **Department:** City Hall
Project #: GG1004 **Project Type:** Improv/Renovation
Project G/L #: 302-4101-580-64-18 **Project Manager:** Kevin Ramsey

PROJECT DESCRIPTION FY17/18 = \$540,000 >FY18/19 = \$20,000	PROJECT PICTURE(S) 
BUSINESS CASE Replacement of HVAC systems and components based on the maintenance plan or due to a system failure.	

PROJECT SCHEDULE	< ONGOING >				PROJECT CRITERIA	
	Start		Completion			
	Estimated	Actual	Estimated	Actual		
Planning / Study					Replacement of Facilities/Equipment (New)	x
Design					Expansion of Facilities (Modification)	
Contract Advertise/Award					Enhance Service to Public	
Construction					Regulatory or Commission Mandate	
Project In Service Date	On-going				Reduce Costs	x
					Generate Revenue	
					Health & Safety	x
					Security / Fire Control	
					ADA Compliance	

PROJECT PRIORITY	High	Medium	Low	Description
				Critical - tied to mandates or safety
		x		Maintain level of service, operational savings
				Moderate benefit

SOURCE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Fund Balance	\$296,216	\$20,000	\$0	\$0	\$0	\$0	\$316,216
Local Option Gas Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Parks & Rec Trust Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Rec Program Revenue Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Public Service Debt Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utility Cap Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt / Loan	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants / Donations	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$296,216	\$20,000	\$0	\$0	\$0	\$0	\$316,216

USE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Planning/Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$296,216	\$20,000	\$0	\$0	\$0	\$0	\$316,216
Furniture/Equipment/Technology	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Art (1% of Construction)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Management	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$296,216	\$20,000	\$0	\$0	\$0	\$0	\$316,216

Impact on Operating Budget	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0



**Capital Improvement Program
(Recreation & Parks)**

Project Title: Misc Small Parks Projects

Department: Rec & Parks

Project #: CP0509

Project Type: Park

Project G/L #: 302-4298-580-63-05

Project Manager: Kevin Ramsey

PROJECT DESCRIPTION Addressing emergency repairs, landscaping and irrigation problems at the City's parks. (Park playground repairs, similar rusting to doors, park furnishings needs. Also, damages to lightpoles and railings can be found at various parks).	PROJECT PICTURE(S) 
BUSINESS CASE Commission Mandate for various unanticipated projects.	

PROJECT SCHEDULE	Start		Completion		PROJECT CRITERIA
	Estimated	Actual	Estimated	Actual	
Planning / Study					Replacement of Facilities x
Design					Expansion of Facilities x
Contract Advertise/Award					Enhance Service to Public
Construction	On-going		On-going		Regulatory or Commission Mandate x
Project In Service Date					Reduce Costs
					Generate Revenue
					Health & Safety
					Security / Fire Control
					ADA Compliance

PROJECT PRIORITY	High	x	Critical - tied to mandates or safety
	Medium		Maintain level of service, operational savings
	Low		Moderate benefit

SOURCE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Fund Balance	\$206,188	\$10,000	\$0	\$0	\$0	\$0	\$216,188
Local Option Gas Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Parks & Rec Trust Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Rec Program Revenue Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Public Service Debt Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt / Loan	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants / Donations	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$206,188	\$10,000	\$0	\$0	\$0	\$0	\$216,188

USE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Planning/Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$206,188	\$10,000	\$0	\$0	\$0	\$0	\$216,188
Furniture & Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Art (1% of Construction)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Management	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$206,188	\$10,000	\$0	\$0	\$0	\$0	\$216,188

Impact on Operating Budget	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0



**Capital Improvement Program
Project Information & Financial Plan Form**

Project Title: CW Public Safety Radio System Department: Police
 Project #: GG1750 Project Type: Technology
 Project G/L #: 302-4122-520-64.20 Project Manager: Kelly Harris

PROJECT DESCRIPTION	PROJECT PICTURE(S)
Citywide Replacement/Upgrade of the Public Safety Radio System	
BUSINESS CASE	
The City's Radio System shared mainly between Police Department and Fire is out-dated and will no longer be supported by vendor.	

PROJECT SCHEDULE	Start				Completion				PROJECT CRITERIA
	Estimated	Actual	Estimated	Actual	Estimated	Actual	Estimated	Actual	
Planning / Study									Replacement of Facilities/Equipment (New) x
Design									Expansion of Facilities (Modification) x
Contract Advertise/Award									Enhance Service to Public x
Construction	Oct-16								Regulatory or Commission Mandate
Project In Service Date									Reduce Costs
									Generate Revenue
									Health & Safety
									Security / Fire Control x
									ADA Compliance

PROJECT PRIORITY	High	x	Critical - tied to mandates or safety
	Medium		Maintain level of service, operational savings
	Low		Moderate benefit

SOURCE OF FUNDS	Prior Years	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	Project Total
Fund Balance	\$743,246	\$0	\$0	\$0	\$0	\$0	\$743,246
Local Option Gas Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Parks & Rec Trust Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Rec Program Revenue Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Public Service Debt Fund	\$0	\$375,000	\$375,000	\$375,000	\$375,000	\$375,000	\$0
Utility Cap Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants / Donations	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$743,246	\$375,000	\$375,000	\$375,000	\$375,000	\$375,000	\$743,246

USE OF FUNDS	Prior Years	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	Project Total
Planning/Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Furniture/Equipment/Technology	\$743,246	\$375,000	\$375,000	\$375,000	\$375,000	\$375,000	\$2,618,246
Art (1% of Construction)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Management	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$743,246	\$375,000	\$375,000	\$375,000	\$375,000	\$375,000	\$2,618,246

Impact on Operating Budget	Prior Years	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	Project Total
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0



**Capital Improvement Program
Project Information & Financial Plan Form**

Project Title: Pence Park - Parking Spaces **Department:** Rec & Parks
Project #: RP19xx **Project Type:** Park
Project G/L #: 302-4115-572-62.03 **Project Manager:** Kevin Ramsey

PROJECT DESCRIPTION

There are no parking spaces at this park. Must have an ADA space. Consultant price is too low.

PROJECT PICTURE(S)



BUSINESS CASE

Pence Park require parking spaces, meeting new ADA guidelines.

PROJECT SCHEDULE

	Start		Completion	
	Estimated	Actual	Estimated	Actual
Planning / Study				
Design				
Contract Advertise/Award				
Construction	Nov-17		Ongoing	
Project In Service Date				

PROJECT CRITERIA

Replacement of Facilities/Equipment (New)	x
Expansion of Facilities (Modification)	
Enhance Service to Public	
Regulatory or Commission Mandate	
Reduce Costs	
Generate Revenue	
Health & Safety	x
Security / Fire Control	
ADA Compliance	x

PROJECT PRIORITY

High	x	Critical - tied to mandates or safety
Medium		Maintain level of service, operational savings
Low		Moderate benefit

SOURCE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Fund Balance	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Local Option Gas Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Parks & Rec Trust Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Rec Program Revenue Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Public Service Debt Fund	\$0	\$5,000	\$0	\$0	\$0	\$0	\$5,000
Utility Cap Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants / Donations	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$5,000	\$0	\$0	\$0	\$0	\$5,000

USE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Planning/Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$0	\$5,000	\$0	\$0	\$0	\$0	\$5,000
Furniture/Equipment/Technology	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Art (1% of Construction)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Management	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$5,000	\$0	\$0	\$0	\$0	\$5,000

Impact on Operating Budget	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0



**Capital Improvement Program
Project Information & Financial Plan Form**

Project Title: CW Public Safety Radio System Department: Police
 Project #: GG1750 Project Type: Technology
 Project G/L #: 302-4122-520-64.20 Project Manager: Kelly Harris

PROJECT DESCRIPTION Citywide Replacement/Upgrade of the Public Safety Radio System	PROJECT PICTURE(S) 
BUSINESS CASE The City's Radio System shared mainly between Police Department and Fire is out-dated and will no longer be supported by vendor.	

PROJECT SCHEDULE	Start		Completion		PROJECT CRITERIA
	Estimated	Actual	Estimated	Actual	
Planning / Study					Replacement of Facilities/Equipment (New) x
Design					Expansion of Facilities (Modification) x
Contract Advertise/Award					Enhance Service to Public x
Construction	Oct-16				Regulatory or Commission Mandate
Project In Service Date					Reduce Costs
					Generate Revenue
					Health & Safety
					Security / Fire Control x
					ADA Compliance

PROJECT PRIORITY	High	x	Critical - tied to mandates or safety
	Medium		Maintain level of service, operational savings
	Low		Moderate benefit

SOURCE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Fund Balance	\$743,246	\$0	\$0	\$0	\$0	\$0	\$743,246
Local Option Gas Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Parks & Rec Trust Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Rec Program Revenue Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Public Service Debt Fund	\$0	\$371,625	\$371,625	\$371,625	\$371,625	\$371,625	\$0
Utility Cap Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants / Donations	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$743,246	\$371,625	\$371,625	\$371,625	\$371,625	\$371,625	\$743,246

USE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Planning/Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Furniture/Equipment/Technology	\$743,246	\$371,625	\$371,625	\$371,625	\$371,625	\$371,625	\$2,601,371
Art (1% of Construction)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Management	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$743,246	\$371,625	\$371,625	\$371,625	\$371,625	\$371,625	\$2,601,371

Impact on Operating Budget	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0



**Capital Improvement Program
Project Information & Financial Plan Form**

Project Title: Fire Training Site at Rolling Green
Department: Fire & Rescue
Project #: FA1801
Project Type: Improv/Renovation
Project G/L #: 302-4225-580-62-01
Project Manager: Joseph Glenn

PROJECT DESCRIPTION Build Boynton Beach Fire Rescue Training Facility	PROJECT PICTURE(S) 
BUSINESS CASE To be utilized as a Public Safety Training Site, in part, due to ISO requirements, that mandate every firefighter needs a minimum of 18 credits annually, Operator Engineers 12 hours, Fire Officers 12 hours and a total of 196 hours of company training. This space provides the needed square footage for required training, adequate hydrant supply, will minimize out of city training which causes response time delays and deficiency to the departments mission. Additionally, this facility will allow search and rescue exercises, vehicle extrication training, trench and confined space, structural collapse training, NFPA Hose Testing, Pump Testing and Emergency Vehicle Operations Training. The site will also be available for use by all surrounding Public Safety Agencies including Delray, Palm Beach County as well as Police Agencies.	

PROJECT SCHEDULE	Start		Completion		PROJECT CRITERIA
	Estimated	Actual	Estimated	Actual	
Planning / Study					Replacement of Facilities/Equipment (New)
Design	Mar-18				Expansion of Facilities (Modification)
Contract Advetise/Award					Enhance Service to Public
Construction	May-18				Regulatory or Commission Mandate
Project In Service Date					Reduce Costs
					Generate Revenue
					Health & Safety
					Security / Fire Control
					ADA Compliance

PROJECT PRIORITY	High	Medium	Low	Description
	x			Critical - tied to mandates or safety
				Maintain level of service, operational savings
				Moderate benefit

SOURCE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Fund Balance	\$0	\$100,000	\$200,000	\$0	\$0	\$0	\$300,000
Local Option Gas Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Parks & Rec Trust Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Rec Program Revenue Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Public Service Debt Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utility Cap Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants / Donations	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$100,000	\$200,000	\$0	\$0	\$0	\$300,000

USE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Planning/Design	\$0	\$10,000	\$0	\$0	\$0	\$0	\$10,000
Construction	\$0	\$90,000	\$200,000	\$0	\$0	\$0	\$290,000
Furniture/Equipment/Technology	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Art (1% of Construction)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Management	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$100,000	\$200,000	\$0	\$0	\$0	\$300,000

Impact on Operating Budget	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Operating	\$0	\$0	\$1,500	\$1,500	\$1,500	\$1,500	\$6,000
Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$1,500	\$1,500	\$1,500	\$1,500	\$6,000



**Capital Improvement Program
Project Information & Financial Plan Form**

Project Title:	Police CAD Records Mgmt System	Department:	Police
Project #:	IT1701	Project Type:	Technology
Project G/L #:	302-4119-580-64.14	Project Manager:	Michael Gregory

PROJECT DESCRIPTION Replacement of existing CAD Records Management System. The current system we utilize is antiquated, labor intensive and inefficient. A new RMS system will save valuable time during call taking/dispatching of calls for service allowing more efficiency department wide. In addition, we will be able to share/pool information with neighboring agencies contributing to regional intelligence gathering and increasing our case clearances.	PROJECT PICTURE(S) 
BUSINESS CASE Currently, we are the only law enforcement agency in the Southern Region of Palm Beach County that is incapable of contributing to this effort. Additionally, our current system restrains our ability to analyze crime trends and deploy our resources in a way that maximizes our effectiveness. A new RMS system will be more user friendly linking modules cutting down on input time. Lastly, we will be able to integrate our payroll / workforce management system saving manpower hours.	

PROJECT SCHEDULE	Start		Completion		PROJECT CRITERIA
	Estimated	Actual	Estimated	Actual	
Planning / Study					Replacement of Facilities/Equipment (New) x
Design					Expansion of Facilities (Modification)
Contract Advertise/Award					Enhance Service to Public x
Construction	Oct-17				Regulatory or Commission Mandate
Project In Service Date			On-going		Reduce Costs x
					Generate Revenue
					Health & Safety x
					Security / Fire Control
					ADA Compliance
PROJECT PRIORITY	High				Critical - tied to mandates or safety
	Medium	x			Maintain level of service, operational savings
	Low				Moderate benefit

SOURCE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Fund Balance	\$710,047	\$156,700	\$156,700	\$156,700	\$0	\$0	\$1,180,147
Local Option Gas Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Parks & Rec Trust Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Rec Program Revenue Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Public Service Debt Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utility Cap Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants / Donations	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$710,047	\$156,700	\$156,700	\$156,700	\$0	\$0	\$1,180,147

USE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Planning/Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Furniture/Equipment/Technology	\$710,047	\$156,700	\$156,700	\$156,700	\$0	\$0	\$1,180,147
Art (1% of Construction)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Management	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$710,047	\$156,700	\$156,700	\$156,700	\$0	\$0	\$1,180,147

Impact on Operating Budget	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Operating	\$0	\$0	\$86,000	\$88,000	\$91,000	\$93,000	\$358,000
Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$86,000	\$88,000	\$91,000	\$93,000	\$358,000



**Capital Improvement Program
Project Information & Financial Plan Form**

Project Title:	Development Dept. - Electronic Plan Review	Department:	Development
Project #:	IT1801	Project Type:	Technology
Project G/L #:	302-4102-580-64.14/15	Project Manager:	Shane Kittendorf

PROJECT DESCRIPTION Project will further two of the city current objective; one in the economic development initiatives and one in the Climate Action Plan (CAP). • Continue automation efforts to increase speed and accuracy of communications related to applications, reviews and completions. • Maximize the City's E-government access and develop a paperwork reduction policy.	PROJECT PICTURE(S) 
BUSINESS CASE Electronic plan submission/review and mobile inspection system gives citizen-customers and government personnel from many departments – and even outside agencies – access to plans, documents and stored data in a way that lets people work together better and gives the public greater access to public records. It will help our community stay competitive and sustainable. Finally and best of all, it helps save the citizens a lot of time and money while providing a solid return on investment to the City and the taxpayer alike.	

PROJECT SCHEDULE	Start				Completion				PROJECT CRITERIA
	Estimated	Actual	Estimated	Actual	Estimated	Actual	Estimated	Actual	
Planning / Study									Replacement of Facilities/Equipment (New) x
Design	FY17/18								Expansion of Facilities (Modification)
Contract Advertise/Award									Enhance Service to Public x
Construction									Regulatory or Commission Mandate
Project In Service Date									Reduce Costs x
									Generate Revenue
									Health & Safety x
									Security / Fire Control
									ADA Compliance
PROJECT PRIORITY	High								Critical - tied to mandates or safety
	Medium		x						Maintain level of service, operational savings
	Low								Moderate benefit

SOURCE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Fund Balance	\$24,852	\$60,000	\$0	\$0	\$0	\$0	\$84,852
Local Option Gas Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Parks & Rec Trust Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Rec Program Revenue Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Public Service Debt Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utility Cap Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants / Donations	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$24,852	\$60,000	\$0	\$0	\$0	\$0	\$84,852

USE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Planning/Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Furniture/Equipment/Technology	\$24,852	\$60,000	\$0	\$0	\$0	\$0	\$84,852
Art (1% of Construction)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Management	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$24,852	\$60,000	\$0	\$0	\$0	\$0	\$84,852

Impact on Operating Budget	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Operating	\$0	\$0	\$20,000	\$20,000	\$20,000	\$20,000	\$80,000
Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$20,000	\$20,000	\$20,000	\$20,000	\$80,000



**Capital Improvement Program
Project Information & Financial Plan Form**

Project Title:	Golf Clubhouse - Pre-Design	Department:	Golf
Project #:	GF1801	Project Type:	Improv/Renovation
Project G/L #:	302-4501-572-49.17	Project Manager:	Kevin Ramsey

PROJECT DESCRIPTION Architect review, recommendation, and cost estimate.	PROJECT PICTURE(S) 
BUSINESS CASE The existing clubhouse was opened in 1984. The building is a wood frame construction with wood exterior. Roof is asphalt shingle. The HVAC system needs replacing. Windows and doors are failing and not hurricane compliant. Restrooms and locker areas are aging and not ADA compliant. Essentially, the entire building is reminiscent of a trip back in time to 1984. Very little has been done to maintain this structure over the years. There is no doubt that the City has received value from the initial investment. However, it is now time to either renovate this structure, replace it altogether, or remove it.	

PROJECT SCHEDULE	Start				Completion				PROJECT CRITERIA
	Estimated	Actual	Estimated	Actual	Estimated	Actual	Estimated	Actual	
Planning / Study	Nov-17								Replacement of Facilities/Equipment (New) x
Design									Expansion of Facilities (Modification)
Contract Advertise/Award									Enhance Service to Public
Construction									Regulatory or Commission Mandate
Project In Service Date									Reduce Costs
									Generate Revenue
PROJECT PRIORITY	High	x	Critical - tied to mandates or safety						
	Medium		Maintain level of service, operational savings						
	Low		Moderate benefit						
									Health & Safety x
									Security / Fire Control
									ADA Compliance x

SOURCE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Fund Balance	\$0	\$80,000	\$0	\$0	\$0	\$0	\$80,000
Local Option Gas Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Parks & Rec Trust Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Rec Program Revenue Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Public Service Debt Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utility Cap Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants / Donations	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$80,000	\$0	\$0	\$0	\$0	\$80,000

USE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Planning/Design	\$0	\$80,000	\$0	\$0	\$0	\$0	\$80,000
Construction	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Furniture/Equipment/Technology	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Art (1% of Construction)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Management	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$80,000	\$0	\$0	\$0	\$0	\$80,000

Impact on Operating Budget	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0



**Capital Improvement Program
Project Information & Financial Plan Form**

Project Title:	Golf Course - Cart Garage	Department:	Golf
Project #:	GF1804	Project Type:	Improv/Renovation
Project G/L #:	302-4501-572-62.01	Project Manager:	Kevin Ramsey

PROJECT DESCRIPTION	PROJECT PICTURE(S)
Cart Garage Repairs 1. Paint & Repair Metal Roof; 2. Seal Metal Roof Deck; 3. Repair Electrical Conduit fro chargers and provide new panels; 4. Replace Chain Link Fence; 5. Paint Interior and Exterior; 6. New Concrete at Bag Drop Off	
BUSINESS CASE Cart Garage has rusting roof structural elements, leaking roof, insufficient weather and rain protection, failed security fence and general cosmetic paint needs. This work should be performed as soon as possible after determination of clubhouse future.	

PROJECT SCHEDULE	PROJECT CRITERIA			
	Start		Completion	
	Estimated	Actual	Estimated	Actual
Planning / Study	Nov-18			
Design				
Contract Advertise/Award				
Construction				
Project In Service Date				
PROJECT PRIORITY	High	x	Critical - tied to mandates or safety	
	Medium		Maintain level of service, operational savings	
	Low		Moderate benefit	
			Replacement of Facilities/Equipment (New)	x
			Expansion of Facilities (Modification)	
			Enhance Service to Public	
			Regulatory or Commission Mandate	
			Reduce Costs	
			Generate Revenue	
			Health & Safety	x
			Security / Fire Control	
			ADA Compliance	x

SOURCE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Fund Balance	\$18,240	\$220,000	\$0	\$0	\$0	\$0	\$238,240
Local Option Gas Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Parks & Rec Trust Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Rec Program Revenue Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Public Service Debt Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utility Cap Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants / Donations	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$18,240	\$220,000	\$0	\$0	\$0	\$0	\$238,240

USE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Planning/Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$18,240	\$220,000	\$0	\$0	\$0	\$0	\$238,240
Furniture/Equipment/Technology	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Art (1% of Construction)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Management	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$18,240	\$220,000	\$0	\$0	\$0	\$0	\$238,240

Impact on Operating Budget	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0



**Capital Improvement Program
Project Information & Financial Plan Form**

Project Title:	Golf Course - Family Course	Department:	Golf
Project #:	GF1805	Project Type:	Improv/Renovation
Project G/L #:	302-4501-572-62.01	Project Manager:	Andrew Mack

PROJECT DESCRIPTION Kill the existing greens. Strip, add 2-3 inches of new sand, fumigate, float, rototill and re-sprig the greens with TifEagle grass just like we did on the Championship Golf Course.	PROJECT PICTURE(S) 
BUSINESS CASE The greens on the Family Golf Course are very old, outdated and contaminated with three to four different kinds of grasses in them right now and make for a very poor putting surface. New modern TifEagle greens just like the ones that were installed on the championship course would make for a much faster, smoother and customer preferred putting surface. Great putting greens bring back customers and increase revenue.	

PROJECT SCHEDULE	Start		Completion		PROJECT CRITERIA
	Estimated	Actual	Estimated	Actual	
Planning / Study	May-19				Replacement of Facilities/Equipment (New) x
Design					Expansion of Facilities (Modification)
Contract Advertise/Award					Enhance Service to Public
Construction	Jun-20				Regulatory or Commission Mandate
Project In Service Date					Reduce Costs
					Generate Revenue
					Health & Safety x
					Security / Fire Control
					ADA Compliance x
PROJECT PRIORITY	High	x	Critical - tied to mandates or safety		
	Medium		Maintain level of service, operational savings		
	Low		Moderate benefit		

SOURCE OF FUNDS	Prior Years	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	Project Total
Fund Balance	\$0	\$75,000	\$0	\$0	\$0	\$0	\$75,000
Local Option Gas Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Parks & Rec Trust Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Rec Program Revenue Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Public Service Debt Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utility Cap Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants / Donations	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$75,000	\$0	\$0	\$0	\$0	\$75,000

USE OF FUNDS	Prior Years	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	Project Total
Planning/Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$0	\$75,000	\$0	\$0	\$0	\$0	\$75,000
Furniture/Equipment/Technology	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Art (1% of Construction)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Management	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$75,000	\$0	\$0	\$0	\$0	\$75,000

Impact on Operating Budget	Prior Years	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	Project Total
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0



**Capital Improvement Program
Project Information & Financial Plan Form**

Project Title:	Golf Course - Parking & ADA	Department:	Golf
Project #:		Project Type:	Improv/Renovation
Project G/L #:	302-4501-572-62.01/62.03	Project Manager:	Kevin Ramsey

PROJECT DESCRIPTION ADA improvements to parking spaces and accessible routes. Items 0001-0014	PROJECT PICTURE(S) 
BUSINESS CASE ADA improvements associated with parking lot repair	

PROJECT SCHEDULE	Start		Completion		PROJECT CRITERIA	
	Estimated	Actual	Estimated	Actual		
Planning / Study	May-19				Replacement of Facilities/Equipment (New)	x
Design					Expansion of Facilities (Modification)	
Contract Advertise/Award					Enhance Service to Public	
Construction					Regulatory or Commission Mandate	
Project In Service Date					Reduce Costs	
					Generate Revenue	
					Health & Safety	x
					Security / Fire Control	
					ADA Compliance	x

PROJECT PRIORITY	High	x	Critical - tied to mandates or safety
	Medium		Maintain level of service, operational savings
	Low		Moderate benefit

SOURCE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 22/23	Project Total
Fund Balance	\$0	\$133,000	\$0	\$0	\$0	\$0	\$133,000
Local Option Gas Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Parks & Rec Trust Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Rec Program Revenue Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Public Service Debt Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utility Cap Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants / Donations	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$133,000	\$0	\$0	\$0	\$0	\$133,000

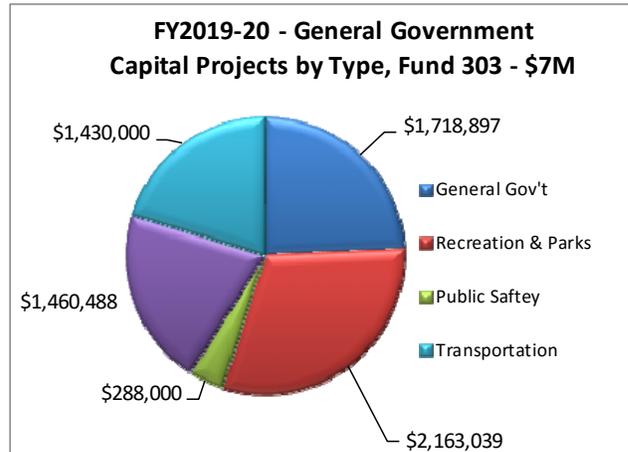
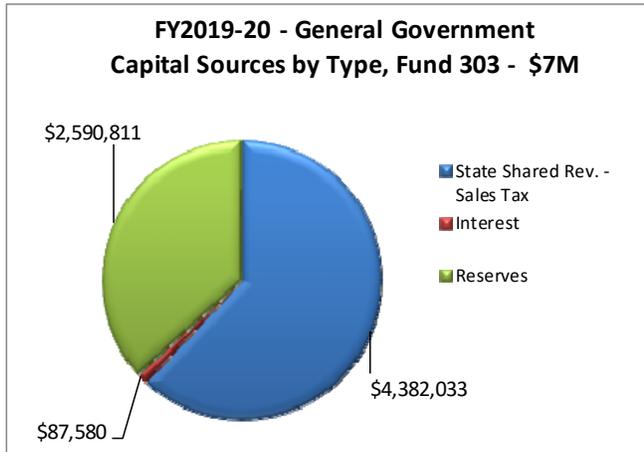
USE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 22/23	Project Total
Planning/Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$0	\$133,000	\$0	\$0	\$0	\$0	\$133,000
Furniture/Equipment/Technology	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Art (1% of Construction)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Management	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$133,000	\$0	\$0	\$0	\$0	\$133,000

Impact on Operating Budget	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 22/23	Project Total
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0



GENERAL GOVERNMENT CAPITAL IMPROVEMENT PLAN

Fund 303		FY 2018-19	FY 2019-20
Capital Improvement Program		Amended Budget	Adopted Budget
Sources	State Shared Rev. - Sales Tax	4,820,802	4,382,033
	Interest	61,358	87,580
	Reserves	7,100,000	2,590,811
		<u>\$ 11,982,160</u>	<u>\$ 7,060,424</u>
Expenditures	General Gov't	5,341,900	1,718,897
	Recreation & Parks	3,198,326	2,163,039
	Public Safety	357,900	288,000
	Information Tech.	415,729	1,460,488
	Transportation	2,668,305	1,430,000
		<u>\$ 11,982,160</u>	<u>\$ 7,060,424</u>





FUND BALANCE ANALYSIS - FUND 303

FUNDING SOURCES	FY 2019/20	FY 2020/21	FY 2021/22	FY 2022/23	FY 2023/24
	Adopted	Plan	Plan	Plan	Plan
Fund Balance Reserves (FB - 303)	\$ 9,085,621	\$ 6,494,777	\$ 3,689,887	\$ 2,519,682	\$ 202,723
Debt/Loan	0	0	0	0	0
Future State Funding	4,382,000	4,382,000	4,382,000	4,382,000	4,382,000
Misc. Trust Fund (691)	0	0	0	0	0
Misc. Income & Interest	87,580	64,948	36,899	25,197	2,027
Total Revenues	4,469,580	4,446,948	4,418,899	4,407,197	4,384,027
Total Revenues + Fund Balance	\$ 13,555,200	\$ 10,941,725	\$ 8,108,785	\$ 6,926,879	\$ 4,586,751
Total Expenditures	\$ (7,060,424)	\$ (7,251,838)	\$ (5,589,103)	\$ (6,724,156)	\$ (4,955,050)
Total Encumbrance					
Ending Fund Balance	\$ 6,494,777	\$ 3,689,887	\$ 2,519,682	\$ 202,723	\$ (368,299)



FY 2019/20 to FY 2023/24 SALES SURTAX CAPITAL IMPROVEMENT PROGRAM
GENERAL GOVERNMENT

PROJECT NAME	FY 2019/20 Adopted	FY 2020/21 Plan	FY 2021/22 Plan	FY 2022/23 Plan	FY 2023/24 Plan
Boynton Beach Blvd Extension Projects	500,000	16,000	40,000	0	10,000
Child Care Center Projects	0	0	0	203,381	0
Children's Museum Projects	0	35,000	300,000	0	0
Citywide Recreation and Parks Entry Signs	75,000	0	126,000	0	0
Head Start Center Projects	0	0	0	0	15,000
General Government Projects	290,000	50,000	50,000	50,000	50,000
Pistol Range Projects -ADA	6,784	0	0	0	0
Public Works Compound Projects	297,863	60,000	0	1,005,000	2,088,000
Town Square Allocation/Historic School/Temporary Site Demolition	185,000	0	0	0	0
Warehouse Door Replacements	0	0	0	0	0
Citywide Sustainability Upgrades	25,000	0	0	0	0
General Government Security Upgrade Projects	0	0	0	75,000	0
TOTAL GENERAL GOVERNMENT PROJECTS	\$ 1,379,647	\$ 161,000	\$ 516,000	\$ 1,333,381	\$ 2,163,000

Art Center HVAC Replacement	0	0	0	0	0
Boynton Mausoleum HVAC Replacement	0	0	0	0	0
Congress Ave. (Tennis Center) HVAC Replacement	0	0	0	3,375	0
Ezell Hester HVAC Replacement	25,250	0	20,250	1,350	6,750
Fire Station # 2 HVAC Replacement	0	0	44,550	0	0
Fire Station # 3 HVAC Replacement	0	0	0	54,000	0
Fire Station # 4 HVAC Replacement	30,250	0	0	0	0
Fire Station # 5 HVAC Replacement	0	0	0	0	230,850
Police Dept HVAC Replacement	0	0	0	0	0
Public Works HVAC Replacement	0	0	20,250	0	9,450
Senior Center HVAC Replacement	33,750	0	0	0	0
Wilson Center (Carolyn Sims) HVAC Replacement	0	0	0	108,000	0
TOTAL GENERAL GOVERNMENT HVAC PROJECTS	\$ 89,250	\$ -	\$ 85,050	\$ 166,725	\$ 247,050

Boynton Lakes Park - Repaint Roof Pavilion	0	0	0	0	0
Fire Station 3 - Re-roof Main Building	0	175,000	0	0	0
Fire Station 5 - Re-roof Main Building	0	0	0	0	100,000
Hester Center - Re-roof Main Building	250,000	0	0	0	0
Mangrove Park - Recoat Roof of Bathroom Bldg	0	30,900	0	0	0
Oceanfront Park - paint-roof Pavilions, Bathrooms, Life Bldg	0	0	0	0	0
Palmetto Greens Park - Paint Roof of Bathroom Bldg & Pavilion	0	0	0	8,500	0
Pence Park - Paint Roof of Bathroom Bldg	0	0	0	0	0
Pete's Pond Repaint Gazebo Roof and Structure	0	0	0	87,550	0
Public Works - Re-roof Buildings (Admin, Warehouse, Fleet)	0	175,000	0	0	0
TOTAL GENERAL GOVERNMENT ROOFING PROJECTS	\$ 250,000	\$ 380,900	\$ -	\$ 96,050	\$ 100,000



FY 2019/20 to FY 2023/24 SALES SURTAX CAPITAL IMPROVEMENT PROGRAM
GENERAL GOVERNMENT

PROJECT NAME	FY 2019/20 Adopted	FY 2020/21 Plan	FY 2021/22 Plan	FY 2022/23 Plan	FY 2023/24 Plan
Barton Park Projects	0	0	0	26,000	0
Betty Thomas Neighborhood Park Projects	0	23,000	10,200	0	75,000
Bicentennial Park Projects	0	0	0	0	0
Boynton Lakes Park Projects	0	0	0	0	185,000
Boynton Beach Memorial Park (Cemetery) - ADA*	0	0	0	0	0
Carolyn Sims Center Projects	0	0	53,000	0	118,000
Congress Ave Barrier Free Park Projects	0	290,000	22,000	0	29,000
Denson Pool Projects	0	0	0	0	20,000
Edward Harmening Arbor Park Projects	0	0	0	15,000	0
Forest Hill Park Projects	0	0	0	179,000	0
Hester Center Projects	628,500	2,500,000	66,000	478,000	250,000
Heritage Park Projects	0	0	0	0	0
Hibiscus Park Projects	0	0	0	0	0
Intracoastal Park Projects	20,000	15,000	50,000	105,000	0
Jaycee Park Projects	10,000	20,000	0	6,000	160,000
Kiwanis Sierra Park Projects	2,039	0	0	0	0
Knollwood Park Projects	0	0	0	5,000	0
Laurel Hills Park Projects	28,000	0	2,000	0	0
Little League Projects	0	435,000	89,000	0	0
Memorial Park (Cemetery) Projects	0	0	0	0	300,000
Mangrove Park Projects	0	54,938	700,000	6,000	0
Meadows Park Projects	327,000	1,400,000	6,000	7,000	33,000
Oceanfront Park Projects	120,000	0	335,000	25,000	100,000
Oyer Park Projects	40,000	350,000	335,000	103,000	100,000
Palmetto Greens Linear Park Projects	12,000	0	0	8,000	0
Pence Park Projects	75,000	0	0	0	110,000
Pioneer Canal Park Projects	65,000	123,000	10,000	75,000	0
Sara Sims Park Projects	0	8,000	0	0	0
Senior Center Projects	750,000	0	60,000	0	0
Tennis Center Projects	83,000	1,000	41,000	80,000	0
Veterans Park Projects	2,500	0	0	0	0
TOTAL RECREATION AND PARKS PROJECTS	\$ 2,163,039	\$ 5,219,938	\$ 1,779,200	\$ 1,118,000	\$ 1,480,000



**FY 2019/20 to FY 2023/24 SALES SURTAX CAPITAL IMPROVEMENT PROGRAM
GENERAL GOVERNMENT**

PROJECT NAME	FY 2019/20 Adopted	FY 2020/21 Plan	FY 2021/22 Plan	FY 2022/23 Plan	FY 2023/24 Plan
Police Projects	0	0	0	0	0
Fire & Rescue Projects	288,000	60,000	203,853	535,000	0
TOTAL PUBLIC SAFETY PROJECTS	\$ 288,000	\$ 60,000	\$ 203,853	\$ 535,000	\$ -
PC Replacement	40,000	65,000	65,000	65,000	65,000
Information Technolgy Projects	1,420,488	475,000	1,280,000	680,000	250,000
TOTAL INFORMATION TECHNOLOGY PROJECTS	\$ 1,460,488	\$ 540,000	\$ 1,345,000	\$ 745,000	\$ 315,000
Sidewalks Projects	350,000	350,000	350,000	350,000	350,000
Street Projects	950,000	450,000	1,220,000	2,200,000	220,000
Bridge Maintenance & Improvements Projects	50,000	50,000	50,000	100,000	0
FEC Crossing Projects	80,000	40,000	40,000	80,000	80,000
TOTAL TRANSPORTATION/ROADWAY PROJECTS	\$ 1,430,000	\$ 890,000	\$ 1,660,000	\$ 2,730,000	\$ 650,000
SALES SURTAX CIP GRAND TOTAL	\$ 7,060,424	\$ 7,251,838	\$ 5,589,103	\$ 6,724,156	\$ 4,955,050



**Capital Improvement Program
Project Information & Financial Plan Form**

Project Title: Boynton Beach Blvd Projects **Department:** Public Works
Project #: GG1801 & GG1802 **Project Type:** Improv/Renovation
Project G/L #: 303-4103-580-63-15 **Project Manager:** Andrew Mack

PROJECT DESCRIPTION GG1801 - Redesign and construction of irrigation and landscaping. Includes streetscape and portion of Pete's Pond. GG1802 - Redesign and reconstruction of existing streetscape.	PROJECT PICTURE(S) 
BUSINESS CASE GG1801- Landscaping - A number of plants have died and irrigation needs upgrade GG1802 - Existing block planters placed by the CRA are in a position where they become frequently damaged. The blocks are in disarray or missing and can possibly be hazardous if not maintained. Staff maintenance time is significant.	

PROJECT SCHEDULE	< ONGOING >				PROJECT CRITERIA	
	Start		Completion			
	Estimated	Actual	Estimated	Actual		
Planning / Study					Replacement of Facilities/Equipment (New)	x
Design					Expansion of Facilities (Modification)	
Contract Advertise/Award					Enhance Service to Public	
Construction	Oct-18				Regulatory or Commission Mandate	
Project In Service Date					Reduce Costs	
					Generate Revenue	
					Health & Safety	x
PROJECT PRIORITY	High				Security / Fire Control	
	Medium	x			ADA Compliance	
	Low					

SOURCE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Fund Balance	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Local Option Gas Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Parks & Rec Trust Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Rec Program Revenue Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Public Service Debt Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utility Cap Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt / Loan	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sales Tax	\$0	\$500,000	\$0	\$0	\$0	\$0	\$500,000
TOTAL	\$0	\$500,000	\$0	\$0	\$0	\$0	\$500,000

USE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Planning/Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$0	\$500,000	\$0	\$0	\$0	\$0	\$500,000
Furniture/Equipment/Technology	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Art (1% of Construction)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Management	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$500,000	\$0	\$0	\$0	\$0	\$500,000

Impact on Operating Budget	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Operating	\$0	\$0	\$5,000	\$5,000	\$5,000	\$5,000	\$20,000
Supplies	\$0	\$0	\$2,500	\$2,500	\$2,500	\$2,500	\$10,000
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$7,500	\$7,500	\$7,500	\$7,500	\$30,000



**Capital Improvement Program
Project Information & Financial Plan Form**

Project Title: Town Square - Temporary Site removal of improvements
Department: Public Works
Project #: GG20XX
Project Type: Improv/Renovation
Project G/L #: 303-4103-580-63-15
Project Manager: Gail Mootz

PROJECT DESCRIPTION	PROJECT PICTURE(S)
Demolition of all improvements to the above temporary locations to include but not limited to walls, electrical, low voltage, chain link fence, razor barb, carpet, emergency generator power and transfer switch, deck, stairs, trailers, fire safety (within and or attached to demo'd walls), and counter tops, conex boxes, etc.	
BUSINESS CASE	
Per lease all improvement made to the temporary locations are to be removed, Police Department (2045 High Ridge), City Hall (3301 Quantum), Library (115 N. Federal Highway), and Customer Service/PD (209 N. Seacrest Blvd.)	

PROJECT SCHEDULE	Start		Completion		PROJECT CRITERIA
	Estimated	Actual	Estimated	Actual	
Planning / Study					Replacement of Facilities/Equipment (New) x
Design					Expansion of Facilities (Modification) x
Contract Advertise/Award					Enhance Service to Public
Construction	Oct-19				Regulatory or Commission Mandate
Project In Service Date					Reduce Costs
					Generate Revenue
					Health & Safety
					Security / Fire Control
					ADA Compliance
PROJECT PRIORITY	High	x	Critical - tied to mandates or safety		
	Medium		Maintain level of service, operational savings		
	Low		Moderate benefit		

SOURCE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Fund Balance	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Local Option Gas Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Parks & Rec Trust Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Rec Program Revenue Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Public Service Debt Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utility Cap Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt / Loan	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sales Tax	\$0	\$185,000	\$0	\$0	\$0	\$0	\$185,000
TOTAL	\$0	\$185,000	\$0	\$0	\$0	\$0	\$185,000

USE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Planning/Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$0	\$185,000	\$0	\$0	\$0	\$0	\$185,000
Furniture/Equipment/Technology	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Art (1% of Construction)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Management	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$185,000	\$0	\$0	\$0	\$0	\$185,000

Impact on Operating Budget	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0



**Capital Improvement Program
Project Information & Financial Plan Form**

Project Title:	Citywide Recreation & Parks Entry Signs	Department:	City Hall
Project #:	GG1820	Project Type:	Improv/Renovation
Project G/L #:	303-4205-580.62-01	Project Manager:	Kevin Ramsey

PROJECT DESCRIPTION Replace and/or refurbish all signs (approximately 27) at parks and recreation facilities. Install new led marquee signs at select locations.	PROJECT PICTURE(S) Replace and/or 
BUSINESS CASE The existing signs are comprised of coated aluminum. The paint surface is fading and there is significant delamination of some signs. Many signs have lost lettering. There is also a lack of consistency in font size and general text layout. A new sign program is desired. New signs should be masonry with a easily maintained surface. Letters shall be standard and easily replaced. The City logo should be prominent.	

PROJECT SCHEDULE	< ONGOING >				PROJECT CRITERIA
	Start		Completion		
	Estimated	Actual	Estimated	Actual	
Planning / Study					Replacement of Facilities/Equipment (New) x
Design					Expansion of Facilities (Modification)
Contract Advertise/Award					Enhance Service to Public
Construction	Oct-18				Regulatory or Commission Mandate
Project In Service Date					Reduce Costs
					Generate Revenue
					Health & Safety x
					Security / Fire Control
					ADA Compliance
PROJECT PRIORITY	High		Critical - tied to mandates or safety		
	Medium	x	Maintain level of service, operational savings		
	Low		Moderate benefit		

SOURCE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Fund Balance	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Local Option Gas Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Parks & Rec Trust Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Rec Program Revenue Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Public Service Debt Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utility Cap Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt / Loan	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sales Tax	\$396	\$75,000	\$0	\$0	\$126,000	\$0	\$201,396
TOTAL	\$396	\$75,000	\$0	\$0	\$126,000	\$0	\$201,396

USE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Planning/Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction plus ADA	\$396	\$75,000	\$0	\$0	\$126,000	\$0	\$201,396
Furniture/Equipment/Technology	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Art (1% of Construction)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Management	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$396	\$75,000	\$0	\$0	\$126,000	\$0	\$201,396

Impact on Operating Budget	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0



**Capital Improvement Program
Project Information & Financial Plan Form**

Project Title: Gn. Govt. - Carpet Replacement **Department:** Public Works

Project #: CP0703 **Project Type:** Improv/Renovation

Project G/L #: 303-4101-580-62-01 **Project Manager:** Andrew Mack

PROJECT DESCRIPTION	PROJECT PICTURE(S)
Various types of flooring replacement as part of a renovation/repair or based on need.	
BUSINESS CASE	
Replacement of various types of flooring.	

PROJECT SCHEDULE	< ONGOING >				PROJECT CRITERIA
	Start		Completion		
	Estimated	Actual	Estimated	Actual	
Planning / Study					Replacement of Facilities x
Design					Expansion of Facilities
Contract Advertise/Award					Enhance Service to Public
Construction	Oct-17				Regulatory or Commission Mandate
Project In Service Date					Reduce Costs
					Generate Revenue
					Health & Safety & ADA Compliance x
					Security / Fire Control
					ADA Compliance

PROJECT PRIORITY	High	Medium	Low	
		x		Critical - tied to mandates or safety
				Maintain level of service, operational savings
				Moderate benefit

SOURCE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Fund Balance	\$112,742	\$20,000	\$10,000	\$10,000	\$10,000	\$10,000	\$172,742
Local Option Gas Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Parks & Rec Trust Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Rec Program Revenue Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Public Service Debt Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utility Cap Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt / Loan	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sales Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$112,742	\$20,000	\$10,000	\$10,000	\$10,000	\$10,000	\$172,742

USE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Planning/Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$112,742	\$20,000	\$10,000	\$10,000	\$10,000	\$10,000	\$172,742
Furniture/Equipment/Technology	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Art (1% of Construction)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Management	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$112,742	\$20,000	\$10,000	\$10,000	\$10,000	\$10,000	\$172,742

Impact on Operating Budget	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0



**Capital Improvement Program
Project Information & Financial Plan Form**

Project Title: Gn. Govt. - Misc Repairs and Replacement
Department: Public Works
Project #: GG1901
Project Type: Improv/Renovation
Project G/L #: 303-4101-580-62-18
Project Manager: Andrew Mack

PROJECT DESCRIPTION Unplanned Projects that are beyond the scope of minor repairs or maintenance	PROJECT PICTURE(S) 
BUSINESS CASE Repairs and replacements for various unanticipated projects	

PROJECT SCHEDULE	< ONGOING >				PROJECT CRITERIA
	Start		Completion		
	Estimated	Actual	Estimated	Actual	
Planning / Study					Replacement of Facilities x
Design					Expansion of Facilities
Contract Advertise/Award					Enhance Service to Public
Construction	Oct-19				Regulatory or Commission Mandate
Project In Service Date					Reduce Costs
					Generate Revenue
PROJECT PRIORITY	High				Health & Safety & ADA Compliance x
	Medium	x			Security / Fire Control
	Low				ADA Compliance

SOURCE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Fund Balance	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Local Option Gas Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Parks & Rec Trust Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Rec Program Revenue Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Public Service Debt Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utility Cap Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt / Loan	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sales Tax	\$0	\$190,000	\$0	\$0	\$0	\$0	\$190,000
TOTAL	\$0	\$190,000	\$0	\$0	\$0	\$0	\$190,000

USE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Planning/Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$0	\$190,000	\$0	\$0	\$0	\$0	\$190,000
Furniture/Equipment/Technology	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Art (1% of Construction)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Management	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$190,000	\$0	\$0	\$0	\$0	\$190,000

Impact on Operating Budget	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0



**Capital Improvement Program
Project Information & Financial Plan Form**

Project Title: Pistol Range ADA **Department:** Police
Project #: GG1833 **Project Type:** Improv/Renovation
Project G/L #: 303-4125-580-62-03 **Project Manager:** Andrew Mack

PROJECT DESCRIPTION Meet ADA standards requires work over above. Items 0001-0023. Improve access from parking to building.	PROJECT PICTURE(S) 
BUSINESS CASE Meet ADA requirements	

PROJECT SCHEDULE	< ONGOING >				PROJECT CRITERIA
	Start		Completion		
	Estimated	Actual	Estimated	Actual	
Planning / Study					Replacement of Facilities x
Design					Expansion of Facilities
Contract Advertise/Award					Enhance Service to Public
Construction	Oct-18				Regulatory or Commission Mandate
Project In Service Date					Reduce Costs
					Generate Revenue
					Health & Safety & ADA Compliance x
					Security / Fire Control
					ADA Compliance

PROJECT PRIORITY	High		Critical - tied to mandates or safety
	Medium	x	Maintain level of service, operational savings
	Low		Moderate benefit

SOURCE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Fund Balance	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Local Option Gas Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Parks & Rec Trust Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Rec Program Revenue Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Public Service Debt Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utility Cap Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt / Loan	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sales Tax	\$0	\$6,784	\$0	\$0	\$0	\$0	\$6,784
TOTAL	\$0	\$6,784	\$0	\$0	\$0	\$0	\$6,784

USE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Planning/Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$0	\$6,784	\$0	\$0	\$0	\$0	\$6,784
Furniture/Equipment/Technology	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Art (1% of Construction)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Management	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$6,784	\$0	\$0	\$0	\$0	\$6,784

Impact on Operating Budget	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0



**Capital Improvement Program
Project Information & Financial Plan Form**

Project Title: Public Works Complex Mainting
Department: Public Works
Project #: GG1834
Project Type: Improv/Renovation
Project G/L #: 303-4116-580-62-01
Project Manager: Kevin Ramsey

PROJECT DESCRIPTION Paint Public Works building exterior	PROJECT PICTURE(S) 
BUSINESS CASE Paint extends the life of the buildings and improves appearance. The buildings were last painted in 2008	

PROJECT SCHEDULE	< ONGOING >				PROJECT CRITERIA
	Start		Completion		
	Estimated	Actual	Estimated	Actual	
Planning / Study					Replacement of Facilities x
Design					Expansion of Facilities
Contract Advertise/Award					Enhance Service to Public
Construction	Oct-18				Regulatory or Commission Mandate
Project In Service Date					Reduce Costs
					Generate Revenue
PROJECT PRIORITY	High				Health & Safety & ADA Compliance x
	Medium	x			Security / Fire Control
	Low				ADA Compliance

SOURCE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Fund Balance	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Local Option Gas Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Parks & Rec Trust Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Rec Program Revenue Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Public Service Debt Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utility Cap Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt / Loan	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sales Tax	\$0	\$27,000	\$0	\$0	\$0	\$0	\$27,000
TOTAL	\$0	\$27,000	\$0	\$0	\$0	\$0	\$27,000

USE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Planning/Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$0	\$27,000	\$0	\$0	\$0	\$0	\$27,000
Furniture/Equipment/Technology	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Art (1% of Construction)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Management	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$27,000	\$0	\$0	\$0	\$0	\$27,000

Impact on Operating Budget	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0



**Capital Improvement Program
Project Information & Financial Plan Form**

Project Title: Public Works Compound ADA
Department: Public Works
Project #: GG20XX
Project Type: Improv/Renovation
Project G/L #: 303-4116-580-62-03
Project Manager: Andrew Mack

PROJECT DESCRIPTION Meet ADA standards requires work over above. Items 0001-0049.	PROJECT PICTURE(S) 
BUSINESS CASE Meet ADA requirements	

PROJECT SCHEDULE	< ONGOING >				PROJECT CRITERIA	
	Start		Completion			
	Estimated	Actual	Estimated	Actual		
Planning / Study					Replacement of Facilities	x
Design					Expansion of Facilities	
Contract Advertise/Award					Enhance Service to Public	
Construction	Oct-19		Sep-20		Regulatory or Commission Mandate	
Project In Service Date					Reduce Costs	
					Generate Revenue	
					Health & Safety & ADA Compliance	
PROJECT PRIORITY	High	x	Critical - tied to mandates or safety		Security / Fire Control	
	Medium		Maintain level of service, operational savings		ADA Compliance	x
	Low		Moderate benefit			

SOURCE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Fund Balance	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Local Option Gas Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Parks & Rec Trust Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Rec Program Revenue Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Public Service Debt Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utility Cap Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt / Loan	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sales Tax	\$0	\$25,863	\$0	\$0	\$0	\$0	\$25,863
TOTAL	\$0	\$25,863	\$0	\$0	\$0	\$0	\$25,863

USE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Planning/Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$0	\$25,863	\$0	\$0	\$0	\$0	\$25,863
Furniture/Equipment/Technology	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Art (1% of Construction)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Management	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$25,863	\$0	\$0	\$0	\$0	\$25,863

Impact on Operating Budget	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0



**Capital Improvement Program
Project Information & Financial Plan Form**

Project Title: Public Works Compound - Gate Replacement
Department: Public Works
Project #: GG20XX
Project Type: Improv/Renovation
Project G/L #: 303-4116-580-62-01
Project Manager: Gail Mootz

PROJECT DESCRIPTION Replace existing gate, operator and gate fencing.	PROJECT PICTURE(S) 
BUSINESS CASE The existing gate system is continually failing, a new gate system needs to be installed for security of the Public Works compound.	

PROJECT SCHEDULE	< ONGOING >				PROJECT CRITERIA
	Start		Completion		
	Estimated	Actual	Estimated	Actual	
Planning / Study					Replacement of Facilities x
Design					Expansion of Facilities
Contract Advertise/Award					Enhance Service to Public
Construction	Oct-19		Sep-20		Regulatory or Commission Mandate
Project In Service Date					Reduce Costs
					Generate Revenue
PROJECT PRIORITY	High	x	Critical - tied to mandates or safety		Health & Safety & ADA Compliance
	Medium		Maintain level of service, operational savings		Security / Fire Control
	Low		Moderate benefit		ADA Compliance x

SOURCE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Fund Balance	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Local Option Gas Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Parks & Rec Trust Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Rec Program Revenue Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Public Service Debt Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utility Cap Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt / Loan	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sales Tax	\$0	\$45,000	\$0	\$0	\$0	\$0	\$45,000
TOTAL	\$0	\$45,000	\$0	\$0	\$0	\$0	\$45,000

USE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Planning/Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$0	\$45,000	\$0	\$0	\$0	\$0	\$45,000
Furniture/Equipment/Technology	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Art (1% of Construction)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Management	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$45,000	\$0	\$0	\$0	\$0	\$45,000

Impact on Operating Budget	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0



**Capital Improvement Program
Project Information & Financial Plan Form**

Project Title: Public Works Compound - Planning & Design
Department: Public Works
Project #: GG1842
Project Type: Improv/Renovation
Project G/L #: 303-4116-580-62-03
Project Manager: Andrew Mack

PROJECT DESCRIPTION	PROJECT PICTURE(S)
Preliminary design and layout of new Public Works facility.	
BUSINESS CASE	
The Public Works Compound was constructed over 45 years ago. As such, building facilities (Solid Waste, Warehouse, Streets, Fleet, Parks Forestry & Grounds, etc.) are outdated and staff/equipment has outgrown the footprint.	

PROJECT SCHEDULE	< ONGOING >				PROJECT CRITERIA
	Start		Completion		
	Estimated	Actual	Estimated	Actual	
Planning / Study					Replacement of Facilities x
Design					Expansion of Facilities
Contract Advertise/Award					Enhance Service to Public
Construction	Oct-18				Regulatory or Commission Mandate
Project In Service Date					Reduce Costs
					Generate Revenue
PROJECT PRIORITY	High				Health & Safety & ADA Compliance x
	Medium	x			Security / Fire Control
	Low				ADA Compliance

SOURCE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Fund Balance	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Local Option Gas Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Parks & Rec Trust Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Rec Program Revenue Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Public Service Debt Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utility Cap Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt / Loan	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sales Tax	\$43,540	\$75,000	\$0	\$0	\$0	\$0	\$118,540
TOTAL	\$43,540	\$75,000	\$0	\$0	\$0	\$0	\$118,540

USE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Planning/Design	\$43,540	\$75,000	\$0	\$0	\$0	\$0	\$118,540
Construction	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Furniture/Equipment/Technology	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Art (1% of Construction)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Management	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$43,540	\$75,000	\$0	\$0	\$0	\$0	\$118,540

Impact on Operating Budget	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0



**Capital Improvement Program
Project Information & Financial Plan Form**

Project Title: Public Works Compound - Security Upgrade
Department: Public Works
Project #: GG20XX
Project Type: Improv/Renovation
Project G/L #: 303-4116-580-62-03
Project Manager: Andrew Mack

PROJECT DESCRIPTION	PROJECT PICTURE(S)
Remodel existing warehouse pick-up area into the Public Works secured lobby and warehouse pick-up area. Install security cameras for compound monitoring.	
BUSINESS CASE	
The existing Public Works Compound does not have adequate security for City staff or equipment within the Public Works compound.	

PROJECT SCHEDULE	< ONGOING >				PROJECT CRITERIA	
	Start		Completion			
	Estimated	Actual	Estimated	Actual		
Planning / Study					Replacement of Facilities	X
Design					Expansion of Facilities	
Contract Advertise/Award					Enhance Service to Public	
Construction	Oct-19		Sep-20		Regulatory or Commission Mandate	
Project In Service Date					Reduce Costs	
					Generate Revenue	
PROJECT PRIORITY	High	X	Critical - tied to mandates or safety		Health & Safety & ADA Compliance	
	Medium		Maintain level of service, operational savings		Security / Fire Control	
	Low		Moderate benefit		ADA Compliance	X

SOURCE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Fund Balance	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Local Option Gas Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Parks & Rec Trust Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Rec Program Revenue Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Public Service Debt Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utility Cap Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt / Loan	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sales Tax	\$0	\$125,000	\$0	\$0	\$0	\$0	\$125,000
TOTAL	\$0	\$125,000	\$0	\$0	\$0	\$0	\$125,000

USE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Planning/Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$0	\$125,000	\$0	\$0	\$0	\$0	\$125,000
Furniture/Equipment/Technology	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Art (1% of Construction)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Management	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$125,000	\$0	\$0	\$0	\$0	\$125,000

Impact on Operating Budget	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0



**Capital Improvement Program
Project Information & Financial Plan Form**

Project Title: Citywide Sustainability Upgrades **Department:** Public Works
Project #: GG19XX **Project Type:** Improv/Renovation
Project G/L #: 303-4199-580-62-01 **Project Manager:** Andrew Mack

PROJECT DESCRIPTION Replacement of lighting to LED, replacement of water fixtures (water fountains).	PROJECT PICTURE(S) 
BUSINESS CASE Retrofit/upgrade of existing infrastructure to improve energy and water efficient.	

PROJECT SCHEDULE	< ONGOING >				PROJECT CRITERIA
	Start		Completion		
	Estimated	Actual	Estimated	Actual	
Planning / Study					Replacement of Facilities x
Design					Expansion of Facilities
Contract Advertise/Award					Enhance Service to Public x
Construction	Oct-19		Sep-20		Regulatory or Commission Mandate
Project In Service Date					Reduce Costs x
					Generate Revenue
					Health & Safety & ADA Compliance x
					Security / Fire Control x
					ADA Compliance

PROJECT PRIORITY	High	Medium	Low	
		x		Critical - tied to mandates or safety
				Maintain level of service, operational savings
				Moderate benefit

SOURCE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Fund Balance	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Local Option Gas Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Parks & Rec Trust Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Rec Program Revenue Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Public Service Debt Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utility Cap Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt / Loan	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sales Tax	\$0	\$25,000	\$0	\$0	\$0	\$0	\$25,000
TOTAL	\$0	\$25,000	\$0	\$0	\$0	\$0	\$25,000

USE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Planning/Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$0	\$25,000	\$0	\$0	\$0	\$0	\$25,000
Furniture/Equipment/Technology	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Art (1% of Construction)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Management	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$25,000	\$0	\$0	\$0	\$0	\$25,000

Impact on Operating Budget	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0



**Capital Improvement Program
Project Information & Financial Plan Form**

Project Title: Hester Center - HVAC Repairs **Department:** City Hall
Project #: GG **Project Type:** Improv/Renovation
Project G/L #: 303-4209-572-64-18 **Project Manager:** Gail Mootz

PROJECT DESCRIPTION	Replace the following units: AHU-2 \$6,750, AHU-3a \$5,000 and AHU-4 \$13,500	PROJECT PICTURE(S)	
BUSINESS CASE	Replacement of HVAC systems and components based on the maintenance plan or due to a system failure.		

PROJECT SCHEDULE	< ONGOING >				PROJECT CRITERIA
	Start		Completion		
	Estimated	Actual	Estimated	Actual	
Planning / Study					Replacement of Facilities/Equipment (New) x
Design					Expansion of Facilities (Modification)
Contract Advertise/Award					Enhance Service to Public
Construction					Regulatory or Commission Mandate
Project In Service Date	On-going				Reduce Costs
					Generate Revenue
					Health & Safety x
PROJECT PRIORITY	High				Security / Fire Control
	Medium	x			ADA Compliance
	Low				
					Critical - tied to mandates or safety
					Maintain level of service, operational savings
					Moderate benefit

SOURCE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Fund Balance	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Local Option Gas Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Parks & Rec Trust Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Rec Program Revenue Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Public Service Debt Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utility Cap Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt / Loan	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sales Tax	\$0	\$25,250	\$0	\$0	\$0	\$0	\$25,250
TOTAL	\$0	\$25,250	\$0	\$0	\$0	\$0	\$25,250

USE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Planning/Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$0	\$25,250	\$0	\$0	\$0	\$0	\$25,250
Furniture/Equipment/Technology	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Art (1% of Construction)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Management	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$25,250	\$0	\$0	\$0	\$0	\$25,250

Impact on Operating Budget	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0



**Capital Improvement Program
Project Information & Financial Plan Form**

Project Title:	Fire Station 4 - HVAC Replacement	Department:	City Hall
Project #:	GG20XX	Project Type:	Improv/Renovation
Project G/L #:	303-4128-522-64-18	Project Manager:	Gail Mootz

PROJECT DESCRIPTION	Replace the following units: AHU-1 \$6,750, AHU-2 \$13,500, AHU-3 \$5,000 & CU-3 HVAC	PROJECT PICTURE(S)	
BUSINESS CASE	Replacement of HVAC system and components based on the maintenance plan or due to a system failure.		

PROJECT SCHEDULE	< ONGOING >				PROJECT CRITERIA	
	Start		Completion		Replacement of Facilities/Equipment (New)	x
	Estimated	Actual	Estimated	Actual		
Planning / Study						
Design					Expansion of Facilities (Modification)	
Contract Advertise/Award					Enhance Service to Public	
Construction	On-going				Regulatory or Commission Mandate	
Project In Service Date					Reduce Costs	x
					Generate Revenue	
					Health & Safety	x
PROJECT PRIORITY	High				Security / Fire Control	
	Medium	x			ADA Compliance	
	Low					

SOURCE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Fund Balance	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Local Option Gas Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Parks & Rec Trust Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Rec Program Revenue Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Public Service Debt Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utility Cap Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt / Loan	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sales Tax	\$0	\$30,250	\$0	\$0	\$0	\$0	\$30,250
TOTAL	\$0	\$30,250	\$0	\$0	\$0	\$0	\$30,250

USE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Planning/Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$0	\$30,250	\$0	\$0	\$0	\$0	\$30,250
Furniture/Equipment/Technology	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Art (1% of Construction)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Management	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$30,250	\$0	\$0	\$0	\$0	\$30,250

Impact on Operating Budget	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0



**Capital Improvement Program
Project Information & Financial Plan Form**

Project Title: Fire Station 4 - HVAC Replacement
Department: City Hall
Project #: GG20XX
Project Type: Improv/Renovation
Project G/L #: 303-4111-572-64-18
Project Manager: Gail Mootz

PROJECT DESCRIPTION	Replace the following units: AHU-2 \$6,750 and CU-2 HVAC	PROJECT PICTURE(S)	
BUSINESS CASE	Replacement of HVAC system and components based on the maintenance plan or due to a system failure.		

PROJECT SCHEDULE	< ONGOING >				PROJECT CRITERIA	
	Start		Completion			
	Estimated	Actual	Estimated	Actual		
Planning / Study					Replacement of Facilities/Equipment (New)	x
Design					Expansion of Facilities (Modification)	
Contract Advertise/Award					Enhance Service to Public	
Construction	On-going				Regulatory or Commission Mandate	
Project In Service Date					Reduce Costs	x
					Generate Revenue	
					Health & Safety	x
					Security / Fire Control	
					ADA Compliance	

PROJECT PRIORITY	High		Critical - tied to mandates or safety
	Medium	x	Maintain level of service, operational savings
	Low		Moderate benefit

SOURCE OF FUNDS	Prior Years	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	Project Total
Fund Balance	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Local Option Gas Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Parks & Rec Trust Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Rec Program Revenue Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Public Service Debt Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utility Cap Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt / Loan	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sales Tax	\$0	\$33,750	\$0	\$0	\$0	\$0	\$33,750
TOTAL	\$0	\$33,750	\$0	\$0	\$0	\$0	\$33,750

USE OF FUNDS	Prior Years	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	Project Total
Planning/Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$0	\$33,750	\$0	\$0	\$0	\$0	\$33,750
Furniture/Equipment/Technology	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Art (1% of Construction)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Management	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$33,750	\$0	\$0	\$0	\$0	\$33,750

Impact on Operating Budget	Prior Years	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	Project Total
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0



**Capital Improvement Program
Project Information & Financial Plan Form**

Project Title: Hester Center - Re-roof Main Building
Department: Fire
Project #: RPxxxx
Project Type: Improv/Renovation
Project G/L #: 303-4209-572-62-01
Project Manager: Gail Mootz

PROJECT DESCRIPTION Entire roof needs to be replaced, reseal all roof drains, penetrations through roof, and roof membranes to mechanical equipment roof curbs	PROJECT PICTURE(S) 
BUSINESS CASE The Roof has membrane blisters throughout (pockets of air trapped between the underlayment and the final roof membrane).	

PROJECT SCHEDULE	< ONGOING >				PROJECT CRITERIA
	Start		Completion		
	Estimated	Actual	Estimated	Actual	
Planning / Study					Replacement of Facilities/Equipment (New)
Design					Expansion of Facilities (Modification)
Contract Advertise/Award					Enhance Service to Public
Construction	Oct-19		Oct-20		Regulatory or Commission Mandate
Project In Service Date					Reduce Costs
					Generate Revenue
					Health & Safety
					Security / Fire Control
					ADA Compliance
PROJECT PRIORITY	High	x	Critical - tied to mandates or safety		
	Medium		Maintain level of service, operational savings		
	Low		Moderate benefit		

SOURCE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Fund Balance	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Local Option Gas Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Parks & Rec Trust Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Rec Program Revenue Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Public Service Debt Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utility Cap Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt / Loan	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sales Tax	\$0	\$250,000	\$0	\$0	\$0	\$0	\$250,000
TOTAL	\$0	\$250,000	\$0	\$0	\$0	\$0	\$250,000

USE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Planning/Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$0	\$250,000	\$0	\$0	\$0	\$0	\$250,000
Furniture/Equipment/Technology	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Art (1% of Construction)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Management	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$250,000	\$0	\$0	\$0	\$0	\$250,000

Impact on Operating Budget	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Operating	\$0	\$0	\$0	\$5,000	\$0	\$5,000	\$10,000
Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$0	\$5,000	\$0	\$5,000	\$10,000



**Capital Improvement Program
Project Information & Financial Plan Form**

Project Title:	Hester Center - Site Improvements (Design & Construction)	Department:	Rec & Parks
Project #:	RPxxxx	Project Type:	Improv/Renovation
Project G/L #:	303-4209-572-63.05	Project Manager:	Kevin Ramsey

PROJECT DESCRIPTION 1. Pavilion pathway repair, 2. Parking modifications, 3. Paint pavilion, 4. Irrigation lines, 5. Playground restroom, 6. Scrub fence, 7. Accessible route from Center to Park, 8. Mutli Purpose field, and Wood Pavilion painting and roofing.	PROJECT PICTURE(S) 
BUSINESS CASE 1. Replace and repair failed bituminous pathway to the pavilion, 2. Pavilion structure must be painted to extend life of the asset, 3. Existing baseball field is rarely used or requested by patrons for baseball or softball use. Demand suggests the need for a multi-purpose field, 4. Irrigation system is failing, 5. Paint the playground restroom, 6. Fence separating scrub lands and Hester Center is failing quickly, and 7. Meet ADA	

PROJECT SCHEDULE	Start				Completion				PROJECT CRITERIA
	Estimated	Actual	Estimated	Actual	Estimated	Actual	Estimated	Actual	
Planning / Study Design									Replacement of Facilities/Equipment (New)
Contract Advertise/Award									Expansion of Facilities (Modification)
Construction									Enhance Service to Public
Project In Service Date	Oct-19		Oct-20						Regulatory or Commission Mandate
									Reduce Costs
									Generate Revenue
									Health & Safety
									Security / Fire Control
									ADA Compliance
PROJECT PRIORITY	High								
	Medium		x						
	Low								
									Critical - tied to mandates or safety
									Maintain level of service, operational savings
									Moderate benefit

SOURCE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Fund Balance	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Local Option Gas Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Parks & Rec Trust Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Rec Program Revenue Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Public Service Debt Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utility Cap Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sales Tax	\$0	\$177,500	\$2,500,000	\$0	\$0	\$0	\$2,677,500
TOTAL	\$0	\$177,500	\$2,500,000	\$0	\$0	\$0	\$2,677,500

USE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Planning/Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$0	\$177,500	\$2,500,000	\$0	\$0	\$0	\$2,677,500
Furniture/Equipment/Technology	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Art (1% of Construction)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Management	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$177,500	\$2,500,000	\$0	\$0	\$0	\$2,677,500

Impact on Operating Budget	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$5,000	\$7,500	\$12,500
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$0	\$0	\$5,000	\$7,500	\$12,500



**Capital Improvement Program
Project Information & Financial Plan Form**

Project Title:	Hester Center - Game Room Repairs	Department:	Rec & Parks
Project #:	RP20XX	Project Type:	Improv/Renovation
Project G/L #:	303-4209-572-6x.xx	Project Manager:	Kevin Ramsey

PROJECT DESCRIPTION The Glass block will be removed on the exterior of this room and Impact windows will be installed. The non hurricane rated roll Down Door will be removed and a Hurricane Rated single hung door and frame will be installed. There will be a window installed within the West door to the Game Room Ceiling tiles will be change from 2'-0" x 4'-0" to the City Standard of 2'-0" x 2'-0". All lights fixtures will be changed out to LED type light fixtures.	PROJECT PICTURE(S) 
BUSINESS CASE This Game Room is 33 years old, and is due for a remodel. The remodel will make this room more energy efficient, environmentally sound, and the space will allow for multiple programming capabilities.	

PROJECT SCHEDULE	Start		Completion		PROJECT CRITERIA
	Estimated	Actual	Estimated	Actual	
Planning / Study					Replacement of Facilities/Equipment (New)
Design					Expansion of Facilities (Modification)
Contract Advertise/Award					Enhance Service to Public
Construction	Jan-20		Mar-20		Regulatory or Commission Mandate
Project In Service Date					Reduce Costs
					Generate Revenue
					Health & Safety
					Security / Fire Control
					ADA Compliance

PROJECT PRIORITY	High	Medium	Low	
		x		Critical - tied to mandates or safety
				Maintain level of service, operational savings
				Moderate benefit

SOURCE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Fund Balance	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Local Option Gas Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Parks & Rec Trust Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Rec Program Revenue Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Public Service Debt Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utility Cap Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sales Tax	\$0	\$71,000	\$0	\$0	\$0	\$0	\$71,000
TOTAL	\$0	\$71,000	\$0	\$0	\$0	\$0	\$71,000

USE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Planning/Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$0	\$71,000	\$0	\$0	\$0	\$0	\$71,000
Furniture/Equipment/Technology	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Art (1% of Construction)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Management	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$71,000	\$0	\$0	\$0	\$0	\$71,000

Impact on Operating Budget	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0



**Capital Improvement Program
Project Information & Financial Plan Form**

Project Title: Hester Center - Exterior Door and Window Replacement
Department: Rec & Parks
Project #: RP20XX
Project Type: Improv/Renovation
Project G/L #: 303-4209-572-6x.xx
Project Manager: Kevin Ramsey

PROJECT DESCRIPTION Replace exterior windows with Impact windows. Replace Exterior Doors and Jambs	PROJECT PICTURE(S) 
BUSINESS CASE The Exterior Doors and Windows leak and doors do not completely seal when shut due to there use over the past 33 years.	

PROJECT SCHEDULE	Start				Completion		PROJECT CRITERIA
	Estimated	Actual	Estimated	Actual	Actual		
Planning / Study						Replacement of Facilities/Equipment (New)	
Design						Expansion of Facilities (Modification)	
Contract Advertise/Award						Enhance Service to Public	
Construction	Jan-20		Mar-20			Regulatory or Commission Mandate	
Project In Service Date						Reduce Costs	x
						Generate Revenue	
						Health & Safety	x
						Security / Fire Control	
						ADA Compliance	
PROJECT PRIORITY	High					Critical - tied to mandates or safety	
	Medium	x				Maintain level of service, operational savings	
	Low					Moderate benefit	

SOURCE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Fund Balance	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Local Option Gas Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Parks & Rec Trust Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Rec Program Revenue Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Public Service Debt Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utility Cap Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sales Tax	\$0	\$105,000	\$0	\$0	\$0	\$0	\$105,000
TOTAL	\$0	\$105,000	\$0	\$0	\$0	\$0	\$105,000

USE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Planning/Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$0	\$105,000	\$0	\$0	\$0	\$0	\$105,000
Furniture/Equipment/Technology	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Art (1% of Construction)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Management	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$105,000	\$0	\$0	\$0	\$0	\$105,000

Impact on Operating Budget	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0



**Capital Improvement Program
Project Information & Financial Plan Form**

Project Title: Hester Center - Bathroom, Locker Room, & Int. Door
Department: Rec & Parks
Project #: RP20XX
Project Type: Improv/Renovation
Project G/L #: 303-4209-572-6x.xx
Project Manager: Kevin Ramsey

PROJECT DESCRIPTION Bathrooms: Remove hard ceilings and replace with acoustical ceilings, replace sinks, mirrors, and repaint Locker rooms: remove hard ceiling and replace with Acoustical ceilings, removal of old lockers , installing new lockers, and repainting. Interior Doors: Removal of all Jambs and doors, replacement of all jambs and doors.	PROJECT PICTURE(S) 
BUSINESS CASE Bathrooms and Locker Rooms are showing signs of extreme wear from 33 years of use. Interior Doors have met and exceeded their life expectancy, they no longer function as needed.	

PROJECT SCHEDULE	Start		Completion		PROJECT CRITERIA
	Estimated	Actual	Estimated	Actual	
Planning / Study Design Contract Advertise/Award Construction Project In Service Date	Mar-20		May-20		Replacement of Facilities/Equipment (New) Expansion of Facilities (Modification) Enhance Service to Public Regulatory or Commission Mandate Reduce Costs x Generate Revenue Health & Safety x Security / Fire Control ADA Compliance
PROJECT PRIORITY	High				Critical - tied to mandates or safety
	Medium	x			Maintain level of service, operational savings
	Low				Moderate benefit

SOURCE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Fund Balance	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Local Option Gas Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Parks & Rec Trust Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Rec Program Revenue Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Public Service Debt Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utility Cap Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sales Tax	\$0	\$215,000	\$0	\$0	\$0	\$0	\$215,000
TOTAL	\$0	\$215,000	\$0	\$0	\$0	\$0	\$215,000

USE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Planning/Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$0	\$215,000	\$0	\$0	\$0	\$0	\$215,000
Furniture/Equipment/Technology	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Art (1% of Construction)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Management	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$215,000	\$0	\$0	\$0	\$0	\$215,000

Impact on Operating Budget	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$3,000	\$3,000
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$3,000	\$3,000



**Capital Improvement Program
Project Information & Financial Plan Form**

Project Title: Hester Center - Scrub Fence **Department:** Rec & Parks
Project #: RP1908 **Project Type:** Improv/Renovation
Project G/L #: 303-4209-572-6x.xx **Project Manager:** Kevin Ramsey

PROJECT DESCRIPTION
Replace and repair failed fence

PROJECT PICTURE(S)



BUSINESS CASE

Fence separating scrub lands and Hester Center is failing quickly. There should be physical separation between publicly accessible space and preserved lands

PROJECT SCHEDULE

	Start		Completion	
	Estimated	Actual	Estimated	Actual
Planning / Study				
Design				
Contract Advertise/Award				
Construction	Oct-19		Oct-20	
Project In Service Date				

PROJECT CRITERIA

Replacement of Facilities/Equipment (New)	x
Expansion of Facilities (Modification)	
Enhance Service to Public	
Regulatory or Commission Mandate	
Reduce Costs	
Generate Revenue	
Health & Safety	x
Security / Fire Control	
ADA Compliance	

PROJECT PRIORITY

High		Critical - tied to mandates or safety
Medium	x	Maintain level of service, operational savings
Low		Moderate benefit

SOURCE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Fund Balance	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Local Option Gas Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Parks & Rec Trust Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Rec Program Revenue Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Public Service Debt Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utility Cap Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sales Tax	\$0	\$60,000	\$0	\$0	\$0	\$0	\$60,000
TOTAL	\$0	\$60,000	\$0	\$0	\$0	\$0	\$60,000

USE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Planning/Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$0	\$60,000	\$0	\$0	\$0	\$0	\$60,000
Furniture/Equipment/Technology	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Art (1% of Construction)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Management	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$60,000	\$0	\$0	\$0	\$0	\$60,000

Impact on Operating Budget	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0



**Capital Improvement Program
Project Information & Financial Plan Form**

Project Title: Intracoastal Park Projects **Department:** Rec & Parks
Project #: RP1890, RP1820 to RP1823 **Project Type:** Improv/Renovation
Project G/L #: 303-4223-572-6x.xx **Project Manager:** Kevin Ramsey

PROJECT DESCRIPTION Repairs and renovations to cans, tables and benches	PROJECT PICTURE(S) 
BUSINESS CASE Tables, cans, benches require paint or replacement due to condition	

PROJECT SCHEDULE	Start				Completion				PROJECT CRITERIA
	Estimated		Actual		Estimated		Actual		
	Planning / Study								
Design								Expansion of Facilities (Modification)	
Contract Advertise/Award								Enhance Service to Public	
Construction	Oct-19				Oct-20			Regulatory or Commission Mandate	
Project In Service Date								Reduce Costs	
								Generate Revenue	
								Health & Safety	
								Security / Fire Control	
								ADA Compliance	
PROJECT PRIORITY	High								
	Medium		x						
	Low								
								Critical - tied to mandates or safety	
								Maintain level of service, operational savings	
								Moderate benefit	

SOURCE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Fund Balance	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Local Option Gas Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Parks & Rec Trust Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Rec Program Revenue Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Public Service Debt Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utility Cap Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sales Tax	\$0	\$20,000	\$0	\$0	\$0	\$0	\$20,000
TOTAL	\$0	\$20,000	\$0	\$0	\$0	\$0	\$20,000

USE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Planning/Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$0	\$20,000	\$0	\$0	\$0	\$0	\$20,000
Furniture/Equipment/Technology	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Art (1% of Construction)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Management	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$20,000	\$0	\$0	\$0	\$0	\$20,000

Impact on Operating Budget	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0



**Capital Improvement Program
Project Information & Financial Plan Form**

Project Title: Jaycee Park - Interpretive Art **Department:** Rec & Parks
Project #: RP1824 **Project Type:** Improv/Renovation
Project G/L #: 303-4235-572-6x.xx **Project Manager:** Kevin Ramsey

PROJECT DESCRIPTION Installation of Interpretive Art	PROJECT PICTURE(S) 
BUSINESS CASE 1. Replace existing interpretive art signs	

PROJECT SCHEDULE	PROJECT CRITERIA			
	Start		Completion	
	Estimated	Actual	Estimated	Actual
Planning / Study				
Design				
Contract Advertise/Award				
Construction	Oct-17		Oct-20	
Project In Service Date				

PROJECT PRIORITY	High		Critical - tied to mandates or safety
	Medium	x	Maintain level of service, operational savings
	Low		Moderate benefit

SOURCE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Fund Balance	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Local Option Gas Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Parks & Rec Trust Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Rec Program Revenue Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Public Service Debt Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utility Cap Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sales Tax	\$0	\$10,000	\$0	\$0	\$0	\$0	\$10,000
TOTAL	\$0	\$10,000	\$0	\$0	\$0	\$0	\$10,000

USE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Planning/Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$0	\$10,000	\$0	\$0	\$0	\$0	\$10,000
Furniture/Equipment/Technology	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Art (1% of Construction)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Management	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$10,000	\$0	\$0	\$0	\$0	\$10,000

Impact on Operating Budget	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0



**Capital Improvement Program
Project Information & Financial Plan Form**

Project Title: Knollwood Park - Parking Lot **Department:** Rec & Parks
Project #: RP1830 **Project Type:** Improv/Renovation
Project G/L #: 303-4237-572-62.01 **Project Manager:** Kevin Ramsey

PROJECT DESCRIPTION Sealcoat and strip parking lot	PROJECT PICTURE(S) 
BUSINESS CASE Parking lot must be sealcoated to prevent more costly asphalt overlay in the future.	

PROJECT SCHEDULE	Start		Completion		PROJECT CRITERIA
	Estimated	Actual	Estimated	Actual	
Planning / Study					Replacement of Facilities/Equipment (New)
Design					Expansion of Facilities (Modification) x
Contract Advertise/Award					Enhance Service to Public x
Construction	Oct-17		Jan-19		Regulatory or Commission Mandate
Project In Service Date					Reduce Costs
					Generate Revenue
					Health & Safety x
PROJECT PRIORITY	High				Security / Fire Control
	Medium	x			ADA Complaince
	Low				

SOURCE OF FUNDS	Prior Years	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	Project Total
Fund Balance	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Local Option Gas Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Parks & Rec Trust Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Rec Program Revenue Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Public Service Debt Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utility Cap Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sales Tax	\$0	\$3,000	\$0	\$0	\$0	\$0	\$3,000
TOTAL	\$0	\$3,000	\$0	\$0	\$0	\$0	\$3,000

USE OF FUNDS	Prior Years	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	Project Total
Planning/Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$0	\$3,000	\$0	\$0	\$0	\$0	\$3,000
Furniture/Equipment/Technology	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Art (1% of Construction)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Management	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$3,000	\$0	\$0	\$0	\$0	\$3,000

Impact on Operating Budget	Prior Years	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	Project Total
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0



**Capital Improvement Program
Project Information & Financial Plan Form**

Project Title:	Laurel Hills Park - Basketball Court Restoration	Department:	Rec & Parks
Project #:	RP19xx	Project Type:	Improv/Renovation
Project G/L #:	303-4237-572-62.01	Project Manager:	Kevin Ramsey

PROJECT DESCRIPTION	Resurface basketball court (\$8,000), ADA Court Equipment (\$20,000)	PROJECT PICTURE(S)	
BUSINESS CASE	1. Basketball courts must be periodically to ensure continued safe and enjoyable play. 2. Address all ADA concerns.		

PROJECT SCHEDULE	Start				Completion				PROJECT CRITERIA	
	Estimated	Actual	Estimated	Actual	Estimated	Actual	Estimated	Actual		
Planning / Study									Replacement of Facilities/Equipment (New)	
Design									Expansion of Facilities (Modification)	x
Contract Advertise/Award									Enhance Service to Public	x
Construction	Oct-19				Oct-20				Regulatory or Commission Mandate	
Project In Service Date									Reduce Costs	
									Generate Revenue	
									Health & Safety	x
									Security / Fire Control	
									ADA Compliance	

PROJECT PRIORITY	High		Critical - tied to mandates or safety
	Medium	x	Maintain level of service, operational savings
	Low		Moderate benefit

SOURCE OF FUNDS	Prior Years	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	Project Total
Fund Balance	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Local Option Gas Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Parks & Rec Trust Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Rec Program Revenue Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Public Service Debt Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utility Cap Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sales Tax	\$0	\$28,000	\$0	\$0	\$0	\$0	\$28,000
TOTAL	\$0	\$28,000	\$0	\$0	\$0	\$0	\$28,000

USE OF FUNDS	Prior Years	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	Project Total
Planning/Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$0	\$28,000	\$0	\$0	\$0	\$0	\$28,000
Furniture/Equipment/Technology	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Art (1% of Construction)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Management	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$28,000	\$0	\$0	\$0	\$0	\$28,000

Impact on Operating Budget	Prior Years	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	Project Total
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0



**Capital Improvement Program
Project Information & Financial Plan Form**

Project Title: Meadows Park Projects **Department:** Rec & Parks
Project #: RP19xx **Project Type:** Improv/Renovation
Project G/L #: 303-4216-572-6x.xx **Project Manager:** Kevin Ramsey

PROJECT DESCRIPTION Site Improvements (150,000), Paint Restroom (\$6,000), installation of fitness equipment (\$20,000),sidewalk repairs (\$75,000), tennis court fencing (\$12,000), playground equipment ADA (\$16,000), refurbish restrooms (\$15,000), restrooms ADA equipment (8,000), Paviliions' Roof painting (\$25,000), Playground ADA Equipment (\$16,000)	PROJECT PICTURE(S) 
BUSINESS CASE 1. Parks restrooms should be renovated frequently by replacing fixtures, painting, lighting, etc. 2. Replace existing and old fitness trail equipment. 3. Repair sidewalks and tennis court fence. 4. Restroom interiors are showing their age and will be refurbished. 4. Seal parking lot. 5. Address all outstanding ADA concerns.	

PROJECT SCHEDULE	Start				Completion				PROJECT CRITERIA	
	Estimated	Actual	Estimated	Actual	Estimated	Actual	Estimated	Actual		
Planning / Study									Replacement of Facilities/Equipment (New)	
Design									Expansion of Facilities (Modification)	x
Contract Advertise/Award									Enhance Service to Public	x
Construction	Oct-19				Oct-20				Regulatory or Commission Mandate	
Project In Service Date									Reduce Costs	
									Generate Revenue	
									Health & Safety	x
									Security / Fire Control	
									ADA Compliance	

PROJECT PRIORITY	High		Critical - tied to mandates or safety
	Medium	x	Maintain level of service, operational savings
	Low		Moderate benefit

SOURCE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Fund Balance	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Local Option Gas Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Parks & Rec Trust Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Rec Program Revenue Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Public Service Debt Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utility Cap Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sales Tax	\$0	\$327,000	\$0	\$0	\$0	\$0	\$327,000
TOTAL	\$0	\$327,000	\$0	\$0	\$0	\$0	\$327,000

USE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Planning/Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$0	\$327,000	\$0	\$0	\$0	\$0	\$327,000
Furniture/Equipment/Technology	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Art (1% of Construction)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Management	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$327,000	\$0	\$0	\$0	\$0	\$327,000

Impact on Operating Budget	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$5,000	\$7,000	\$12,000
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$0	\$0	\$5,000	\$7,000	\$12,000



**Capital Improvement Program
Project Information & Financial Plan Form**

Project Title: Oceanfront Park Projects **Department:** Rec & Parks
Project #: RP19xx **Project Type:** Park
Project G/L #: 303-4210-572-6x.xx **Project Manager:** Kevin Ramsey

PROJECT DESCRIPTION	PROJECT PICTURE(S)
Replace Cans, Benches, Cart Corrals (\$20,000); Maintenance Building Repairs (\$40,000); Masonry Pavillion Grill (\$10,000); Pavilion Retaining Wall Repair (\$15,000); Asphalt pathway repair (\$35,000)	
BUSINESS CASE	
This is a premier City attraction. Salt environment accelerates corrosion and failure of many areas within the park and the various features. Additionally, the park must meet all ADA requirements.	

PROJECT SCHEDULE	Start				Completion				PROJECT CRITERIA
	Estimated	Actual	Estimated	Actual	Estimated	Actual	Estimated	Actual	
Planning / Study									Replacement of Facilities/Equipment (New) x
Design									Expansion of Facilities (Modification)
Contract Advertise/Award									Enhance Service to Public
Construction	Oct-19		Oct-20						Regulatory or Commission Mandate
Project In Service Date									Reduce Costs
									Generate Revenue
									Health & Safety x
									Security / Fire Control
									ADA Compliance x
PROJECT PRIORITY	High	x	Critical - tied to mandates or safety						
	Medium		Maintain level of service, operational savings						
	Low		Moderate benefit						

SOURCE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Fund Balance	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Local Option Gas Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Parks & Rec Trust Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Rec Program Revenue Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Public Service Debt Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utility Cap Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sales Tax	\$0	\$120,000	\$0	\$0	\$0	\$0	\$120,000
TOTAL	\$0	\$120,000	\$0	\$0	\$0	\$0	\$120,000

USE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Planning/Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$0	\$120,000	\$0	\$0	\$0	\$0	\$120,000
Furniture/Equipment/Technology	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Art (1% of Construction)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Management	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$120,000	\$0	\$0	\$0	\$0	\$120,000

Impact on Operating Budget	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0



**Capital Improvement Program
Project Information & Financial Plan Form**

Project Title: Oyer Park Projects **Department:** Rec & Parks
Project #: RP19xx **Project Type:** Park
Project G/L #: 303-4211-572-6x.xx **Project Manager:** Kevin Ramsey

PROJECT DESCRIPTION Shade sails repair (\$15,000) and park ramp assessment (\$25,000)	PROJECT PICTURE(S) 
BUSINESS CASE Needed improvements at various areas within the park plus meet ADA requirements.	

PROJECT SCHEDULE	Start		Completion		PROJECT CRITERIA
	Estimated	Actual	Estimated	Actual	
Planning / Study					Replacement of Facilities/Equipment (New)
Design					Expansion of Facilities (Modification)
Contract Advertise/Award					Enhance Service to Public
Construction	Nov-19				Regulatory or Commission Mandate
Project In Service Date					Reduce Costs
					Generate Revenue
					Health & Safety
					Security / Fire Control
					ADA Compliance

PROJECT PRIORITY	High	Medium	Low	
				Critical - tied to mandates or safety
		x		Maintain level of service, operational savings
				Moderate benefit

SOURCE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Fund Balance	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Local Option Gas Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Parks & Rec Trust Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Rec Program Revenue Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Public Service Debt Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utility Cap Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sales Tax	\$0	\$40,000	\$0	\$0	\$0	\$0	\$40,000
TOTAL	\$0	\$40,000	\$0	\$0	\$0	\$0	\$40,000

USE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Planning/Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$0	\$40,000	\$0	o	\$0	\$0	\$40,000
Furniture/Equipment/Technology	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Art (1% of Construction)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Management	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$40,000	\$0	\$0	\$0	\$0	\$40,000

Impact on Operating Budget	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0



**Capital Improvement Program
Project Information & Financial Plan Form**

Project Title: Palmetto Greens Park Projects **Department:** Rec & Parks
Project #: RP19xx **Project Type:** Park
Project G/L #: 303-4232-572-6x.xx **Project Manager:** Kevin Ramsey

PROJECT DESCRIPTION	Playground ADA (\$4,000); Replace picnic tables (\$5,000)and Paint Pavilion	PROJECT PICTURE(S)	
BUSINESS CASE	Needed improvements at various areas within the park plus meet ADA requirements.		

PROJECT SCHEDULE	Start		Completion		PROJECT CRITERIA
	Estimated	Actual	Estimated	Actual	
Planning / Study					Replacement of Facilities/Equipment (New)
Design					Expansion of Facilities (Modification)
Contract Advertise/Award					Enhance Service to Public
Construction	Nov-19				Regulatory or Commission Mandate
Project In Service Date					Reduce Costs
					Generate Revenue
					Health & Safety
					Security / Fire Control
					ADA Compliance

PROJECT PRIORITY	High	Critical - tied to mandates or safety
	Medium	x Maintain level of service, operational savings
	Low	Moderate benefit

SOURCE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Fund Balance	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Local Option Gas Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Parks & Rec Trust Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Rec Program Revenue Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Public Service Debt Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utility Cap Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sales Tax	\$0	\$12,000	\$0	\$0	\$0	\$0	\$12,000
TOTAL	\$0	\$12,000	\$0	\$0	\$0	\$0	\$12,000

USE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Planning/Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$0	\$12,000	\$0	o	\$0	\$0	\$12,000
Furniture/Equipment/Technology	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Art (1% of Construction)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Management	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$12,000	\$0	\$0	\$0	\$0	\$12,000

Impact on Operating Budget	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0



**Capital Improvement Program
Project Information & Financial Plan Form**

Project Title: Pence Park Projects **Department:** Rec & Parks
Project #: RP1907 **Project Type:** Park
Project G/L #: 303-4115-572-6x.xx **Project Manager:** Kevin Ramsey

PROJECT DESCRIPTION Redesign of entire park	PROJECT PICTURE(S) 
BUSINESS CASE Needed improvements at Pence Park plus meet ADA requirements.	

PROJECT SCHEDULE	Start				Completion				PROJECT CRITERIA
	Estimated	Actual	Estimated	Actual	Estimated	Actual	Estimated	Actual	
Planning / Study									Replacement of Facilities/Equipment (New) x
Design									Expansion of Facilities (Modification)
Contract Advertise/Award									Enhance Service to Public
Construction	Nov-19								Regulatory or Commission Mandate
Project In Service Date									Reduce Costs
									Generate Revenue
									Health & Safety x
									Security / Fire Control
									ADA Compliance x

PROJECT PRIORITY	High	x	Critical - tied to mandates or safety
	Medium		Maintain level of service, operational savings
	Low		Moderate benefit

SOURCE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Fund Balance	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Local Option Gas Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Parks & Rec Trust Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Rec Program Revenue Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Public Service Debt Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utility Cap Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sales Tax	\$0	\$75,000	\$0	\$0	\$0	\$0	\$75,000
TOTAL	\$0	\$75,000	\$0	\$0	\$0	\$0	\$75,000

USE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Planning/Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$0	\$75,000	\$0	\$0	\$0	\$0	\$75,000
Furniture/Equipment/Technology	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Art (1% of Construction)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Management	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$75,000	\$0	\$0	\$0	\$0	\$75,000

Impact on Operating Budget	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0



**Capital Improvement Program
Project Information & Financial Plan Form**

Project Title: Senior Center Projects **Department:** Rec & Parks
Project #: RP1877 & RP1878 **Project Type:** Park
Project G/L #: 303-4233-572-63.05 **Project Manager:** Kevin Ramsey

PROJECT DESCRIPTION Complete redesign and reconstruction of existing parking lot	PROJECT PICTURE(S) 
BUSINESS CASE Existing parking lot has no drainage, inadequate lighting, security, irrigation, and landscaping. Project includes new drainage, curbing, lighting, security, irrigation, landscaping.	

PROJECT SCHEDULE	PROJECT CRITERIA				
	Start		Completion		
	Estimated	Actual	Estimated	Actual	
Planning / Study					
Design					Expansion of Facilities (Modification) x
Contract Advertise/Award					Enhance Service to Public x
Construction	Oct-19				Regulatory or Commission Mandate x
Project In Service Date					Reduce Costs x
PROJECT PRIORITY	High				Generate Revenue x
	Medium	x			Health & Safety x
	Low				Security / Fire Control x
					ADA Compliance x

SOURCE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Fund Balance	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Local Option Gas Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Parks & Rec Trust Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Rec Program Revenue Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Public Service Debt Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utility Cap Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sales Tax	\$0	\$750,000	\$0	\$0	\$0	\$0	\$750,000
TOTAL	\$0	\$750,000	\$0	\$0	\$0	\$0	\$750,000

USE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Planning/Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$0	\$750,000	\$0	o	\$0	\$0	\$750,000
Furniture/Equipment/Technology	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Art (1% of Construction)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Management	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$750,000	\$0	\$0	\$0	\$0	\$750,000

Impact on Operating Budget	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$10,000	\$10,000	\$10,000	\$30,000
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$0	\$10,000	\$10,000	\$10,000	\$30,000



**Capital Improvement Program
Project Information & Financial Plan Form**

Project Title: Tennis Center Projects **Department:** Rec & Parks
Project #: RP1879 to RP1881 **Project Type:** Park
Project G/L #: 303-4212-572-6x.xx **Project Manager:** Kevin Ramsey

PROJECT DESCRIPTION Parking Lot Sealcoat plus ADA (\$35,000); upgrade Parking Lot Median (\$48,000)	PROJECT PICTURE(S) 
BUSINESS CASE Needed improvements at Tennis Center plus meet ADA requirements.	

PROJECT SCHEDULE	Start				Completion		PROJECT CRITERIA
	Estimated	Actual	Estimated	Actual	Estimated	Actual	
Planning / Study							Replacement of Facilities/Equipment (New) x
Design							Expansion of Facilities (Modification)
Contract Advertise/Award							Enhance Service to Public
Construction	Oct-19						Regulatory or Commission Mandate
Project In Service Date							Reduce Costs
							Generate Revenue
							Health & Safety x
							Security / Fire Control
							ADA Compliance x

PROJECT PRIORITY	High	x	Critical - tied to mandates or safety
	Medium		Maintain level of service, operational savings
	Low		Moderate benefit

SOURCE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Fund Balance	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Local Option Gas Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Parks & Rec Trust Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Rec Program Revenue Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Public Service Debt Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utility Cap Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sales Tax	\$0	\$83,000	\$0	\$0	\$0	\$0	\$83,000
TOTAL	\$0	\$83,000	\$0	\$0	\$0	\$0	\$83,000

USE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Planning/Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$0	\$83,000	\$0	o	\$0	\$0	\$83,000
Furniture/Equipment/Technology	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Art (1% of Construction)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Management	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$83,000	\$0	\$0	\$0	\$0	\$83,000

Impact on Operating Budget	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0



**Capital Improvement Program
Project Information & Financial Plan Form**

Project Title: Veterans Park ADA Department: Rec & Parks
 Project #: RP1882 Project Type: Park
 Project G/L #: 303-4299-572-62.01 Project Manager: Kevin Ramsey

PROJECT DESCRIPTION Needed improvements to meet ADA requirements.	PROJECT PICTURE(S) 
BUSINESS CASE Needed improvements to meet ADA requirements.	

PROJECT SCHEDULE	Start		Completion		PROJECT CRITERIA	
	Estimated	Actual	Estimated	Actual		
Planning / Study					Replacement of Facilities/Equipment (New)	x
Design					Expansion of Facilities (Modification)	
Contract Advertise/Award					Enhance Service to Public	
Construction	Oct-19				Regulatory or Commission Mandate	
Project In Service Date					Reduce Costs	
					Generate Revenue	
					Health & Safety	x
					Security / Fire Control	
					ADA Compliance	x

PROJECT PRIORITY	High	x	Critical - tied to mandates or safety
	Medium		Maintain level of service, operational savings
	Low		Moderate benefit

SOURCE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 22/23	Project Total
Fund Balance	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Local Option Gas Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Parks & Rec Trust Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Rec Program Revenue Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Public Service Debt Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utility Cap Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sales Tax	\$0	\$2,500	\$0	\$0	\$0	\$0	\$2,500
TOTAL	\$0	\$2,500	\$0	\$0	\$0	\$0	\$2,500

USE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 22/23	Project Total
Planning/Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$0	\$2,500	\$0	o	\$0	\$0	\$2,500
Furniture/Equipment/Technology	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Art (1% of Construction)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Management	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$2,500	\$0	\$0	\$0	\$0	\$2,500

Impact on Operating Budget	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 22/23	Project Total
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0



**Capital Improvement Program
Project Information & Financial Plan Form**

Project Title: Fire Station #1 - Vehicle Exhaust System
Department: Fire & Rescue
Project #: FA20xx
Project Type: Improv/Renovation
Project G/L #: 303-4131-522-62.01
Project Manager: Matt Petty

PROJECT DESCRIPTION Installation of vehicle exhaust extraction system in each bay at Station 1. There are three (3) bays.	PROJECT PICTURE(S) 
BUSINESS CASE Installation of vehicle exhaust extraction system at Fire Station 1. Station 1 has three (3) apparatus bays. Vehicle exhaust extraction system will be installed in each bay and vent diesel exhaust from apparatus directly outside through the system. This is a health and safety concern due to prolonged exposure to diesel exhaust over time. This will reduce contamination and exposure to the apparatus exhaust each time the vehicle travels through the bay.	

PROJECT SCHEDULE	Start		Completion		PROJECT CRITERIA
	Estimated	Actual	Estimated	Actual	
Planning / Study					Replacement of Facilities/Equipment (New)
Design					Expansion of Facilities (Modification)
Contract Advertise/Award					Enhance Service to Public
Construction	Dec-19		Oct-20		Regulatory or Commission Mandate
Project In Service Date					Reduce Costs
					Generate Revenue
					Health & Safety
					Security / Fire Control
					ADA Compliance

PROJECT PRIORITY	High	Medium	Low	Description
	x			Critical - tied to mandates or safety
				Maintain level of service, operational savings
				Moderate benefit

SOURCE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Fund Balance	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Local Option Gas Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Parks & Rec Trust Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Rec Program Revenue Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Public Service Debt Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utility Cap Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sales Tax	\$0	\$60,000	\$0	\$0	\$0	\$0	\$60,000
TOTAL	\$0	\$60,000	\$0	\$0	\$0	\$0	\$60,000

USE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Planning/Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$0	\$60,000	\$0	\$0	\$0	\$0	\$60,000
Furniture/Equipment/Technology	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Art (1% of Construction)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Management	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$60,000	\$0	\$0	\$0	\$0	\$60,000

Impact on Operating Budget	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0



**Capital Improvement Program
Project Information & Financial Plan Form**

Project Title:	Fire Station 2, 4 & 5 - Kitchen Renovations	Department:	Fire & Rescue
Project #:	FA20xx	Project Type:	Improv/Renovation
Project G/L #:	303-4199-522-62.01	Project Manager:	Matt Petty

PROJECT DESCRIPTION Renovations included repairs and replacement of equipment, cabinets, closets, and countertops.	PROJECT PICTURE(S) 
BUSINESS CASE Renovations to the kitchens in Fire Station 2, 4 and 5 due to age, wear and tear. Each station houses 6-10 firefighters and used throughout each day, year round.	

PROJECT SCHEDULE	Start		Completion		PROJECT CRITERIA
	Estimated	Actual	Estimated	Actual	
Planning / Study Design Contract Advertise/Award Construction Project In Service Date	Jan-20		Oct-20		Replacement of Facilities/Equipment (New) _____ Expansion of Facilities (Modification) x _____ Enhance Service to Public _____ Regulatory or Commission Mandate _____ Reduce Costs _____ Generate Revenue _____ Health & Safety _____ Security / Fire Control _____ ADA Compliance _____
PROJECT PRIORITY	High				Critical - tied to mandates or safety
	Medium	x			Maintain level of service, operational savings
	Low				Moderate benefit

SOURCE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Fund Balance	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Local Option Gas Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Parks & Rec Trust Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Rec Program Revenue Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Public Service Debt Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utility Cap Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sales Tax	\$0	\$40,000	\$0	\$0	\$0	\$0	\$40,000
TOTAL	\$0	\$40,000	\$0	\$0	\$0	\$0	\$40,000

USE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Planning/Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$0	\$40,000	\$0	\$0	\$0	\$0	\$40,000
Furniture/Equipment/Technology	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Art (1% of Construction)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Management	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$40,000	\$0	\$0	\$0	\$0	\$40,000

Impact on Operating Budget	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0



**Capital Improvement Program
Project Information & Financial Plan Form**

Project Title: Fire Station 2 - Interior Painting Department: Fire
 Project #: FA2003 Project Type: Improv/Renovation
 Project G/L #: 303-4126-522-62.01 Project Manager: Glenn Joseph

PROJECT DESCRIPTION Paint the interior of Fire Station 2	PROJECT PICTURE(S) 
BUSINESS CASE Fire Station 2 exterior was repainted last year, however, the interior has the original paint. The interior of the station is where our firefighters live and has the most wear and tear. The apparatus bay is projected to be painted in the 19/20 FY and the interior needs to be done as well.	

PROJECT SCHEDULE	Start		Completion		PROJECT CRITERIA
	Estimated	Actual	Estimated	Actual	
Planning / Study					Replacement of Facilities/Equipment (New)
Design					Expansion of Facilities (Modification) x
Contract Advertise/Award					Enhance Service to Public
Construction	Oct-19				Regulatory or Commission Mandate
Project In Service Date					Reduce Costs
					Generate Revenue
					Health & Safety
					Security / Fire Control
					ADA Compliance
PROJECT PRIORITY	High	x	Critical - tied to mandates or safety		
	Medium		Maintain level of service, operational savings		
	Low		Moderate benefit		

SOURCE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Fund Balance	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Local Option Gas Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Parks & Rec Trust Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Rec Program Revenue Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Public Service Debt Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utility Cap Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sales Tax	\$0	\$15,000	\$0	\$0	\$0	\$0	\$15,000
TOTAL	\$0	\$15,000	\$0	\$0	\$0	\$0	\$15,000

USE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Planning/Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$0	\$15,000	\$0	\$0	\$0	\$0	\$15,000
Furniture/Equipment/Technology	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Art (1% of Construction)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Management	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$15,000	\$0	\$0	\$0	\$0	\$15,000

Impact on Operating Budget	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0



**Capital Improvement Program
Project Information & Financial Plan Form**

Project Title: Fire Station #3 Parking Lot Reseal Department: Fire & Rescue
 Project #: FA1804 Project Type: Improv/Renovation
 Project G/L #: 303-4127-522-62.01 Project Manager: Kevin Ramsey

PROJECT DESCRIPTION Parking lot seal coating	PROJECT PICTURE(S) 
BUSINESS CASE Parking lot should be seal coated to extend pavement life	

PROJECT SCHEDULE	Start		Completion		PROJECT CRITERIA
	Estimated	Actual	Estimated	Actual	
Planning / Study	Nov-19				Replacement of Facilities/Equipment (New)
Design					Expansion of Facilities (Modification) x
Contract Advertise/Award					Enhance Service to Public x
Construction					Regulatory or Commission Mandate
Project In Service Date					Reduce Costs
					Generate Revenue
PROJECT PRIORITY					Health & Safety x
	High	x			Security / Fire Control
	Medium				ADA Compliance
	Low				

SOURCE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Fund Balance	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Local Option Gas Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Parks & Rec Trust Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Rec Program Revenue Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Public Service Debt Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utility Cap Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sales Tax	\$0	\$55,000	\$0	\$0	\$0	\$0	\$55,000
TOTAL	\$0	\$55,000	\$0	\$0	\$0	\$0	\$55,000

USE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Planning/Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$0	\$55,000	\$0	\$0	\$0	\$0	\$55,000
Furniture/Equipment/Technology	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Art (1% of Construction)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Management	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$55,000	\$0	\$0	\$0	\$0	\$55,000

Impact on Operating Budget	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0



**Capital Improvement Program
Project Information & Financial Plan Form**

Project Title: Fire Station 4 - Kitchen Renovations
Department: Fire & Rescue
Project #: FA1904
Project Type: Improv/Renovation
Project G/L #: 303-4128-522-62.01
Project Manager: Matt Petty

PROJECT DESCRIPTION Renovations included repairs and replacement of equipment, cabinets, closets, and countertops.	PROJECT PICTURE(S) 
BUSINESS CASE Renovations to the kitchens in Fire Station 4 due to age, wear and tear. Station 4 houses 6 firefighters and used throughout each day, year round.	

PROJECT SCHEDULE	Start		Completion		PROJECT CRITERIA
	Estimated	Actual	Estimated	Actual	
Planning / Study Design Contract Advertise/Award Construction Project In Service Date	Jan-20		Oct-20		Replacement of Facilities/Equipment (New) Expansion of Facilities (Modification) Enhance Service to Public Regulatory or Commission Mandate Reduce Costs Generate Revenue Health & Safety Security / Fire Control ADA Compliance
PROJECT PRIORITY	High				Critical - tied to mandates or safety
	Medium	x			Maintain level of service, operational savings
	Low				Moderate benefit

SOURCE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Fund Balance	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Local Option Gas Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Parks & Rec Trust Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Rec Program Revenue Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Public Service Debt Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utility Cap Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sales Tax	\$0	\$40,000	\$0	\$0	\$0	\$0	\$40,000
TOTAL	\$0	\$40,000	\$0	\$0	\$0	\$0	\$40,000

USE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Planning/Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$0	\$40,000	\$0	\$0	\$0	\$0	\$40,000
Furniture/Equipment/Technology	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Art (1% of Construction)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Management	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$40,000	\$0	\$0	\$0	\$0	\$40,000

Impact on Operating Budget	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0



**Capital Improvement Program
Project Information & Financial Plan Form**

Project Title: Fire Station 4 - Paint Apparatus Bay
Department: Fire & Rescue
Project #: FA1905/1906
Project Type: Improv/Renovation
Project G/L #: 303-4128-522-62.01
Project Manager: Matt Petty

PROJECT DESCRIPTION Repainting of Station 4 apparatus bay	PROJECT PICTURE(S) 
BUSINESS CASE Fire Station 4 apparatus bay needs repainting due to age, wear and tear.	

PROJECT SCHEDULE	Start		Completion		PROJECT CRITERIA
	Estimated	Actual	Estimated	Actual	
Planning / Study					Replacement of Facilities/Equipment (New)
Design					Expansion of Facilities (Modification) x
Contract Advertise/Award					Enhance Service to Public
Construction	Mar-20		Oct-20		Regulatory or Commission Mandate
Project In Service Date					Reduce Costs
					Generate Revenue
					Health & Safety
					Security / Fire Control
					ADA Compliance

PROJECT PRIORITY	High	Medium	Low	
		x		Critical - tied to mandates or safety
				Maintain level of service, operational savings
				Moderate benefit

SOURCE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Fund Balance	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Local Option Gas Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Parks & Rec Trust Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Rec Program Revenue Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Public Service Debt Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utility Cap Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sales Tax	\$0	\$25,000	\$0	\$0	\$0	\$0	\$25,000
TOTAL	\$0	\$25,000	\$0	\$0	\$0	\$0	\$25,000

USE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Planning/Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$0	\$25,000	\$0	\$0	\$0	\$0	\$25,000
Furniture/Equipment/Technology	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Art (1% of Construction)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Management	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$25,000	\$0	\$0	\$0	\$0	\$25,000

Impact on Operating Budget	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0



**Capital Improvement Program
Project Information & Financial Plan Form**

Project Title: Fire Station 4 - Kitchen Renovation
Department: Fire & Rescue
Project #: FA1907
Project Type: Improv/Renovation
Project G/L #: 303-4128-522-62.01
Project Manager: Matt Petty

PROJECT DESCRIPTION	PROJECT PICTURE(S)
Seal coat the parking lot on the west side of Fire Station 4	
BUSINESS CASE	
Fire Station 4 parking lot needs to be seal coated due to age, wear and tear. This will protect the asphalt and help extend the life expectancy of the parking lot.	

PROJECT SCHEDULE	Start		Completion		PROJECT CRITERIA
	Estimated	Actual	Estimated	Actual	
Planning / Study					Replacement of Facilities/Equipment (New)
Design					Expansion of Facilities (Modification)
Contract Advertise/Award					Enhance Service to Public
Construction	Mar-20		Oct-20		Regulatory or Commission Mandate
Project In Service Date					Reduce Costs
					Generate Revenue
					Health & Safety
					Security / Fire Control
					ADA Complainece
PROJECT PRIORITY	High		Critical - tied to mandates or safety		
	Medium	x	Maintain level of service, operational savings		
	Low		Moderate benefit		

SOURCE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Fund Balance	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Local Option Gas Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Parks & Rec Trust Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Rec Program Revenue Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Public Service Debt Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utility Cap Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sales Tax	\$0	\$8,000	\$0	\$0	\$0	\$0	\$8,000
TOTAL	\$0	\$8,000	\$0	\$0	\$0	\$0	\$8,000

USE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Planning/Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$0	\$8,000	\$0	\$0	\$0	\$0	\$8,000
Furniture/Equipment/Technology	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Art (1% of Construction)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Management	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$8,000	\$0	\$0	\$0	\$0	\$8,000

Impact on Operating Budget	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0



**Capital Improvement Program
Project Information & Financial Plan Form**

Project Title: Fire Station #5 - Pressure wash exterior and patch
Department: Fire & Rescue
Project #: FA1808
Project Type: Fire
Project G/L #: 303-4127-522-62.01
Project Manager: Kevin Ramsey

PROJECT DESCRIPTION Pressure washing will enhance appearance and extend paint life	PROJECT PICTURE(S) 
BUSINESS CASE Exterior walls are dirty and some stucco requires repair	

PROJECT SCHEDULE	Start		Completion		PROJECT CRITERIA
	Estimated	Actual	Estimated	Actual	
Planning / Study	Oct-19				Replacement of Facilities/Equipment (New)
Design					Expansion of Facilities (Modification) x
Contract Advertise/Award					Enhance Service to Public
Construction					Regulatory or Commission Mandate
Project In Service Date					Reduce Costs
PROJECT PRIORITY					Generate Revenue
	High	x			Health & Safety
	Medium				Security / Fire Control x
	Low				ADA Compliance

SOURCE OF FUNDS	Prior Years	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	Project Total
Fund Balance	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Local Option Gas Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Parks & Rec Trust Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Rec Program Revenue Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Public Service Debt Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utility Cap Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sales Tax	\$0	\$30,000	\$0	\$0	\$0	\$0	\$30,000
TOTAL	\$0	\$30,000	\$0	\$0	\$0	\$0	\$30,000

USE OF FUNDS	Prior Years	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	Project Total
Planning/Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$0	\$30,000	\$0	\$0	\$0	\$0	\$30,000
Furniture/Equipment/Technology	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Art (1% of Construction)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Management	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$30,000	\$0	\$0	\$0	\$0	\$30,000

Impact on Operating Budget	Prior Years	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	Project Total
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0



**Capital Improvement Program
Project Information & Financial Plan Form**

Project Title:	Fire Station #3 - Interior Painting	Department:	Fire & Rescue
Project #:	FA19xx	Project Type:	Improv/Renovation
Project G/L #:	303-4127-522-62.01	Project Manager:	Kevin Ramsey

PROJECT DESCRIPTION Paint the interior of Fire Station 5	PROJECT PICTURE(S) 
BUSINESS CASE Fire Station 5 interior needs to be repainted. The interior of the station is where our firefighters live and has the most wear and tear. The exterior of station 5 is projected to be repainted in 19/20 FY, however, the interior needs to be done as well.	

PROJECT SCHEDULE	Start		Completion		PROJECT CRITERIA
	Estimated	Actual	Estimated	Actual	
Planning / Study					Replacement of Facilities/Equipment (New)
Design					Expansion of Facilities (Modification) x
Contract Advertise/Award					Enhance Service to Public x
Construction	Oct-19				Regulatory or Commission Mandate
Project In Service Date					Reduce Costs
					Generate Revenue
					Health & Safety x
					Security / Fire Control
					ADA Compliance

PROJECT PRIORITY	High	Medium	Low	Description
	x			Critical - tied to mandates or safety
				Maintain level of service, operational savings
				Moderate benefit

SOURCE OF FUNDS	Prior Years	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	Project Total
Fund Balance	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Local Option Gas Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Parks & Rec Trust Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Rec Program Revenue Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Public Service Debt Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utility Cap Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sales Tax	\$0	\$15,000	\$0	\$0	\$0	\$0	\$15,000
TOTAL	\$0	\$15,000	\$0	\$0	\$0	\$0	\$15,000

USE OF FUNDS	Prior Years	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	Project Total
Planning/Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$0	\$15,000	\$0	\$0	\$0	\$0	\$15,000
Furniture/Equipment/Technology	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Art (1% of Construction)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Management	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$15,000	\$0	\$0	\$0	\$0	\$15,000

Impact on Operating Budget	Prior Years	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	Project Total
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0



**Capital Improvement Program
Project Information & Financial Plan Form**

Project Title: IT - PC Replacement (Citywide) **Department:** Information Systems
Project #: IT1811 **Project Type:** Technology
Project G/L #: 303-4101-580-64.14 **Project Manager:** John McNally

<p>PROJECT DESCRIPTION</p> <p>In the past, our strategy has been to replace our PCs using a cascading plan: replace the systems for the power-user systems first; then wipe and re-purposing those systems, and assign them to moderate-level PC users; continue to move the previous level of PCs down to the next lower level PC/users. We have found this to be an effective strategy to keep those users with high-computing needs equipped with the tools they need to perform their jobs.</p> <p>BUSINESS CASE</p> <p>The I.T.S. Department currently receives \$30,000 a year for PC replacements for the 400+ PCs we support. At this current rate/funding, the \$30,000 a year supports an 8 ½ year PC replacement cycle. Funding for this project needs to be increased to \$64,000 in order to support a 5-year PC replacement cycle (best practice is to replace computers every 3 – 5 years).</p>	<p>PROJECT PICTURE(S)</p> 
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PROJECT SCHEDULE	Start		Completion		PROJECT CRITERIA
	Estimated	Actual	Estimated	Actual	
Planning / Study					Replacement of Facilities/Equipment (New) x
Design					Expansion of Facilities (Modification) x
Contract Advertise/Award					Enhance Service to Public x
Construction	Oct-17				Regulatory or Commission Mandate
Project In Service Date					Reduce Costs x
					Generate Revenue
					Health & Safety x
					Security / Fire Control
					ADA Compliance
PROJECT PRIORITY	High				Critical - tied to mandates or safety
	Medium		x		Maintain level of service, operational savings
	Low				Moderate benefit

SOURCE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Fund Balance	\$63,053	\$0	\$0	\$0	\$0	\$0	\$63,053
Local Option Gas Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Parks & Rec Trust Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Rec Program Revenue Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Public Service Debt Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utility Cap Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sales Tax	\$0	\$40,000	\$65,000	\$65,000	\$65,000	\$65,000	\$300,000
TOTAL	\$63,053	\$40,000	\$65,000	\$65,000	\$65,000	\$65,000	\$363,053

USE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Planning/Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Furniture/Equipment/Technology	\$63,053	\$40,000	\$65,000	\$65,000	\$65,000	\$65,000	\$363,053
Art (1% of Construction)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Management	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$63,053	\$40,000	\$65,000	\$65,000	\$65,000	\$65,000	\$363,053

Impact on Operating Budget	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0



**Capital Improvement Program
Project Information & Financial Plan Form**

Project Title:	IT - Library Dept-RFID Inventory System	Department:	Information Systems
Project #:	IT19XX	Project Type:	Technology
Project G/L #:	303-4101-580-64.14	Project Manager:	John McNally

<p>PROJECT DESCRIPTION Bid, Purchase, install and train staff on an Integrated Library System and RFID system that includes four patron self-checks.</p> <p>BUSINESS CASE The Library has two technology system needs that must be purchased together. The first is the need for a new Integrated Library System (ILS). BBCL has used SirsiDynix since 1984. The product being used is no longer meeting the needs of the library in terms of managing its patron database and back of house modules including acquisitions, cataloging, collection management and inventory. The SirsiDynix Company has been extremely difficult to deal with and is unable to effectively provide acceptable services or technology. The second is the need for upgrading library collections from an electromagnetic security system to a state of the art RFID system that includes four patron self-checks. An RFID system will give library staff better control of collection inventories and better control of security and loss prevention.</p>	<p>PROJECT PICTURE(S)</p> 
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PROJECT SCHEDULE	Start		Completion		PROJECT CRITERIA
	Estimated	Actual	Estimated	Actual	
Planning / Study	Oct-19				Replacement of Facilities/Equipment (New) x
Design					Expansion of Facilities (Modification) x
Contract Advertise/Award					Enhance Service to Public x
Construction					Regulatory or Commission Mandate
Project In Service Date					Reduce Costs
PROJECT PRIORITY	High				Generate Revenue
	Medium	x			Health & Safety
	Low				Security / Fire Control
					ADA Compliance

SOURCE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Fund Balance	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Local Option Gas Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Parks & Rec Trust Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Rec Program Revenue Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Public Service Debt Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utility Cap Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sales Tax	\$0	\$132,000	\$0	\$0	\$0	\$0	\$132,000
TOTAL	\$0	\$132,000	\$0	\$0	\$0	\$0	\$132,000

USE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Planning/Design	\$0	\$10,000	\$0	\$0	\$0	\$0	\$10,000
Construction	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Furniture/Equipment/Technology	\$0	\$122,000	\$0	\$0	\$0	\$0	\$122,000
Art (1% of Construction)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Management	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$132,000	\$0	\$0	\$0	\$0	\$132,000

Impact on Operating Budget	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$15,000	\$0	\$5,000	\$0	\$5,000	\$25,000
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$15,000	\$0	\$5,000	\$0	\$5,000	\$25,000



**Capital Improvement Program
Project Information & Financial Plan Form**

Project Title:	IT - Automatic Vehicle Location Police	Department:	Police
Project #:	IT20XX	Project Type:	Technology
Project G/L #:	303-4101-580-64.14	Project Manager:	Matthew Zeller

PROJECT DESCRIPTION AVL can be implemented as part of the radio system, integrated into laptops, or as part of vehicle equipment. A thorough analysis of costs and benefits will be performed prior to selecting the final solution.	PROJECT PICTURE(S) 
BUSINESS CASE Automatic Vehicle Location (AVL) will allow Dispatchers and Supervisors to determine officer locations in the field. This will enhance safety in case of an officer down situation, allow for more efficient deployment of personnel by performing closest unit dispatch as well as when setting up perimeters.	

PROJECT SCHEDULE	Start		Completion		PROJECT CRITERIA
	Estimated	Actual	Estimated	Actual	
Planning / Study					Replacement of Facilities/Equipment (New)
Design					Expansion of Facilities (Modification)
Contract Advertise/Award					Enhance Service to Public
Construction	Oct-19		Oct-20		Regulatory or Commission Mandate
Project In Service Date					Reduce Costs
					Generate Revenue
					Health & Safety
					Security / Fire Control
					ADA Compliance

PROJECT PRIORITY	High	x	Critical - tied to mandates or safety
	Medium		Maintain level of service, operational savings
	Low		Moderate benefit

SOURCE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Fund Balance	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Local Option Gas Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Parks & Rec Trust Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Rec Program Revenue Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Public Service Debt Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utility Cap Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sales Tax	\$0	\$130,000	\$0	\$0	\$0	\$0	\$130,000
TOTAL	\$0	\$130,000	\$0	\$0	\$0	\$0	\$130,000

USE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Planning/Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Furniture/Equipment/Technology	\$0	\$130,000	\$0	\$0	\$0	\$0	\$130,000
Art (1% of Construction)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Management	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$130,000	\$0	\$0	\$0	\$0	\$130,000

Impact on Operating Budget	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$5,000	\$5,000	\$5,000	\$15,000
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$0	\$5,000	\$5,000	\$5,000	\$15,000



**Capital Improvement Program
Project Information & Financial Plan Form**

Project Title:	IT - Real Time Crime Center - Police	Department:	Police
Project #:	IT20XX	Project Type:	Technology
Project G/L #:	303-4101-580-64.14	Project Manager:	Matthew Zeller

PROJECT DESCRIPTION

Initially the system to perform data consolidation will be acquired and implemented, subsequent project phases will include outfitting the crime center in the new building with computing equipment and a video wall system.

PROJECT PICTURE(S)



BUSINESS CASE

The Real Time Crime Center will provide a central location and system to consolidate data from different sources - (CAD/RMS, FCIC, GIS, Law Enforcement Exchange systems, Property Appraiser Sites, surveillance video etc) and present data in an organized, efficient format for the situation assessment, monitoring of events, investigation of crimes, predictive policing, and analytics. This will allow the agency to capitalize on technology for efficient and effective policing.

PROJECT SCHEDULE

	Start		Completion	
	Estimated	Actual	Estimated	Actual
	Planning / Study Design			
Contract Advertise/Award				
Construction	Oct-19		Oct-21	
Project In Service Date				

PROJECT CRITERIA

Replacement of Facilities/Equipment (New)	
Expansion of Facilities (Modification)	
Enhance Service to Public	x
Regulatory or Commission Mandate	
Reduce Costs	
Generate Revenue	
Health & Safety	x
Security / Fire Control	
ADA Compliance	

PROJECT PRIORITY

High	x	Critical - tied to mandates or safety
Medium		Maintain level of service, operational savings
Low		Moderate benefit

SOURCE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Fund Balance	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Local Option Gas Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Parks & Rec Trust Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Rec Program Revenue Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Public Service Debt Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utility Cap Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sales Tax	\$0	\$200,000	\$400,000	\$0	\$0	\$0	\$600,000
TOTAL	\$0	\$200,000	\$400,000	\$0	\$0	\$0	\$600,000

USE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Planning/Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Furniture/Equipment/Technology	\$0	\$200,000	\$400,000	\$0	\$0	\$0	\$600,000
Art (1% of Construction)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Management	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$200,000	\$400,000	\$0	\$0	\$0	\$600,000

Impact on Operating Budget	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$10,000	\$8,000	\$8,000	\$26,000
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$0	\$10,000	\$8,000	\$8,000	\$26,000



**Capital Improvement Program
Project Information & Financial Plan Form**

Project Title:	IT - License Plate Readers - Police	Department:	Police
Project #:	IT20XX	Project Type:	Technology
Project G/L #:	303-4101-580-64.14	Project Manager:	Matthew Zeller

PROJECT DESCRIPTION The current LPR vendor is adding additional fixed LPRS during 2019-20. The expansion of mobile capabilities will occur in parallel with this effort.	PROJECT PICTURE(S) 
BUSINESS CASE Expansion of mobile License Plate Reader System (LPRS) will allow for capture and processing of License Plate data and the comparison of data against "hot lists" of stolen vehicles, suspended licenses, and watch list databases. This includes additional LPRS Trailers and covert vehicles used to identify suspect vehicles during covert operations.	

PROJECT SCHEDULE	Start				Completion				PROJECT CRITERIA	
	Estimated		Actual		Estimated		Actual			
	Planning / Study									
Design									Expansion of Facilities (Modification)	
Contract Advertise/Award									Enhance Service to Public	x
Construction	Oct-19						Oct-20		Regulatory or Commission Mandate	
Project In Service Date									Reduce Costs	
									Generate Revenue	
									Health & Safety	
									Security / Fire Control	
									ADA Compliance	

PROJECT PRIORITY	High	x	Critical - tied to mandates or safety
	Medium		Maintain level of service, operational savings
	Low		Moderate benefit

SOURCE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Fund Balance	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Local Option Gas Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Parks & Rec Trust Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Rec Program Revenue Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Public Service Debt Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utility Cap Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sales Tax	\$0	\$50,000	\$0	\$0	\$0	\$0	\$50,000
TOTAL	\$0	\$50,000	\$0	\$0	\$0	\$0	\$50,000

USE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Planning/Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Furniture/Equipment/Technology	\$0	\$50,000	\$0	\$0	\$0	\$0	\$50,000
Art (1% of Construction)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Management	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$50,000	\$0	\$0	\$0	\$0	\$50,000

Impact on Operating Budget	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0



**Capital Improvement Program
Project Information & Financial Plan Form**

Project Title:	IT - Network Equipment Police Building	Department:	Police
Project #:	IT20XX	Project Type:	Technology
Project G/L #:	303-4101-580-64.15	Project Manager:	Matthew Zeller

PROJECT DESCRIPTION Purchase, install, configure, and deploy network equipment for the new Police HQ building including network core routing, distribution switches, wireless access points, and firewall security.	PROJECT PICTURE(S) 
BUSINESS CASE New network equipment is required to support operations in the new building, existing equipment in use at the temporary location is no longer under support and does not have the capacity or feature set to support operations in the new building. Florida Dept of Law Enforcement mandates use of supported equipment for agencies which connect to the state network.	

PROJECT SCHEDULE	Start				Completion				PROJECT CRITERIA
	Estimated		Actual		Estimated		Actual		
	Planning / Study								
Design									
Contract Advise/Award									
Construction	Jan-20				Oct-21				
Project In Service Date									
PROJECT PRIORITY	High		x		Critical - tied to mandates or safety				
	Medium				Maintain level of service, operational savings				
	Low				Moderate benefit				
								Replacement of Facilities/Equipment (New)	
								Expansion of Facilities (Modification)	
								Enhance Service to Public	
								Regulatory or Commission Mandate	
								Reduce Costs	
								Generate Revenue	
								Health & Safety	
								Security / Fire Control	
								ADA Compliance	

SOURCE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Fund Balance	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Local Option Gas Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Parks & Rec Trust Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Rec Program Revenue Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Public Service Debt Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utility Cap Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sales Tax	\$0	\$186,488	\$0	\$0	\$0	\$0	\$186,488
TOTAL	\$0	\$186,488	\$0	\$0	\$0	\$0	\$186,488

USE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Planning/Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Furniture/Equipment/Technology	\$0	\$186,488	\$0	\$0	\$0	\$0	\$186,488
Art (1% of Construction)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Management	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$186,488	\$0	\$0	\$0	\$0	\$186,488

Impact on Operating Budget	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0



**Capital Improvement Program
Project Information & Financial Plan Form**

Project Title: IT - Library Dept-Emergency Equipment Replacement
Department: Information Systems
Project #: IT20XX
Project Type: Technology
Project G/L #: 303-4101-580-64.15
Project Manager: John McNally

PROJECT DESCRIPTION Replace IT equipment during an outage	PROJECT PICTURE(S) 
BUSINESS CASE The I.T.S. Department has forgone maintenance contracts on certain non-critical items in order to lower costs for the City. We have an inventory of spare parts for many components, and rely on this small fund to purchase equipment or repair services during an unscheduled outage/event.	

PROJECT SCHEDULE	Start				Completion				PROJECT CRITERIA
	Estimated	Actual	Estimated	Actual	Estimated	Actual	Estimated	Actual	
Planning / Study									Replacement of Facilities/Equipment (New) X
Design									Expansion of Facilities (Modification)
Contract Advertise/Award									Enhance Service to Public
Construction	Oct-19		Oct-20						Regulatory or Commission Mandate
Project In Service Date									Reduce Costs
									Generate Revenue
									Health & Safety
									Security / Fire Control
									ADA Complainece
PROJECT PRIORITY	High		Critical - tied to mandates or safety						
	Medium		Maintain level of service, operational savings						
	Low		Moderate benefit						

SOURCE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Fund Balance	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Local Option Gas Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Parks & Rec Trust Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Rec Program Revenue Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Public Service Debt Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utility Cap Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sales Tax	\$0	\$5,000	\$0	\$0	\$0	\$0	\$5,000
TOTAL	\$0	\$5,000	\$0	\$0	\$0	\$0	\$5,000

USE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Planning/Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Furniture/Equipment/Technology	\$0	\$5,000	\$0	\$0	\$0	\$0	\$5,000
Art (1% of Construction)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Management	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$5,000	\$0	\$0	\$0	\$0	\$5,000

Impact on Operating Budget	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0



**Capital Improvement Program
Project Information & Financial Plan Form**

Project Title: IT - Network Infrastructure - New City Hall
Department: Information Systems
Project #: IT2002
Project Type: Technology
Project G/L #: 303-4101-580-64.15
Project Manager: Charles Stevens

PROJECT DESCRIPTION Install networking equipment to provide secure wired and wireless network connectivity.	PROJECT PICTURE(S) 
BUSINESS CASE The new City Hall requires network infrastructure in order for the City to utilize the building. The I.T.S. Department will install an automated campus network providing secure access via both wired and wireless options for our citizens, employees, and vendors. The network equipment that is currently being used in the Temp City Hall will be end of support on January 31, 2020. The I.T.S. Department will have the network infrastructure penetration and vulnerability tested to ensure the connection are secure.	

PROJECT SCHEDULE	Start		Completion		PROJECT CRITERIA	
	Estimated	Actual	Estimated	Actual		
Planning / Study					Replacement of Facilities/Equipment (New)	X
Design					Expansion of Facilities (Modification)	
Contract Advertise/Award					Enhance Service to Public	
Construction	Oct-19		Oct-20		Regulatory or Commission Mandate	
Project In Service Date					Reduce Costs	
					Generate Revenue	
					Health & Safety	
PROJECT PRIORITY	High				Security / Fire Control	X
	Medium	X			ADA Compliance	
	Low					

SOURCE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Fund Balance	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Local Option Gas Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Parks & Rec Trust Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Rec Program Revenue Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Public Service Debt Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utility Cap Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sales Tax	\$0	\$325,000	\$0	\$0	\$0	\$0	\$325,000
TOTAL	\$0	\$325,000	\$0	\$0	\$0	\$0	\$325,000

USE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Planning/Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Furniture/Equipment/Technology	\$0	\$325,000	\$0	\$0	\$0	\$0	\$325,000
Art (1% of Construction)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Management	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$325,000	\$0	\$0	\$0	\$0	\$325,000

Impact on Operating Budget	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0



**Capital Improvement Program
Project Information & Financial Plan Form**

Project Title:	IT - Network Infrastructure - Open Areas Town Square	Department:	Information Systems
Project #:	IT2003	Project Type:	Technology
Project G/L #:	303-4101-580-64.15	Project Manager:	Charles Stevens

PROJECT DESCRIPTION	PROJECT PICTURE(S)
Install networking equipment to provide secure wireless network connectivity	
BUSINESS CASE	
The Town Square Open Area will need network infrastructure in order for the City to provide secure wireless network connectivity for our citizens, employees, and vendors. The I.T.S. Department currently does not have the outdoor wireless equipment that is needed for this project. The I.T.S. Department will have the network infrastructure penetration and vulnerability tested to ensure the connections are secure.	

PROJECT SCHEDULE					PROJECT CRITERIA	
	Start		Completion			
	Estimated	Actual	Estimated	Actual		
Planning / Study					Replacement of Facilities/Equipment (New)	X
Design					Expansion of Facilities (Modification)	
Contract Advertise/Award					Enhance Service to Public	
Construction	Oct-19		Oct-20		Regulatory or Commission Mandate	
Project In Service Date					Reduce Costs	
					Generate Revenue	
					Health & Safety	
					Security / Fire Control	X
					ADA Compliance	
PROJECT PRIORITY	High				Critical - tied to mandates or safety	
	Medium	X			Maintain level of service, operational savings	
	Low				Moderate benefit	

SOURCE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Fund Balance	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Local Option Gas Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Parks & Rec Trust Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Rec Program Revenue Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Public Service Debt Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utility Cap Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sales Tax	\$0	\$18,000	\$0	\$0	\$0	\$0	\$18,000
TOTAL	\$0	\$18,000	\$0	\$0	\$0	\$0	\$18,000

USE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Planning/Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Furniture/Equipment/Technology	\$0	\$18,000	\$0	\$0	\$0	\$0	\$18,000
Art (1% of Construction)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Management	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$18,000	\$0	\$0	\$0	\$0	\$18,000

Impact on Operating Budget	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0



**Capital Improvement Program
Project Information & Financial Plan Form**

Project Title: IT - Network Infrastructure - Fire Station 1
Department: Information Systems
Project #: IT2004
Project Type: Technology
Project G/L #: 303-4101-580-64.15
Project Manager: Charles Stevens

PROJECT DESCRIPTION

Install networking equipment to provide secure wired and wireless network connectivity.

PROJECT PICTURE(S)



BUSINESS CASE

The new Fire Station #1 requires network infrastructure in order for the City to utilize the building. The I.T.S. Department will install an automated campus network providing secure access via both wired and wireless options for our citizens, employees, and vendors. The network equipment that the I.T.S. Department has available, is either already end of support or will be on January 31, 2020. The I.T.S. Department will have the network infrastructure penetration and vulnerability tested to ensure the connections are secure.

PROJECT SCHEDULE

	Start		Completion	
	Estimated	Actual	Estimated	Actual
Planning / Study				
Design				
Contract Advertise/Award				
Construction	Oct-19		Oct-20	
Project In Service Date				

PROJECT CRITERIA

Replacement of Facilities/Equipment (New)	X
Expansion of Facilities (Modification)	
Enhance Service to Public	
Regulatory or Commission Mandate	
Reduce Costs	
Generate Revenue	
Health & Safety	
Security / Fire Control	X
ADA Compliance	

PROJECT PRIORITY

High		Critical - tied to mandates or safety
Medium	X	Maintain level of service, operational savings
Low		Moderate benefit

SOURCE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Fund Balance	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Local Option Gas Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Parks & Rec Trust Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Rec Program Revenue Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Public Service Debt Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utility Cap Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sales Tax	\$0	\$32,000	\$0	\$0	\$0	\$0	\$32,000
TOTAL	\$0	\$32,000	\$0	\$0	\$0	\$0	\$32,000

USE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Planning/Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Furniture/Equipment/Technology	\$0	\$32,000	\$0	\$0	\$0	\$0	\$32,000
Art (1% of Construction)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Management	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$32,000	\$0	\$0	\$0	\$0	\$32,000

Impact on Operating Budget	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0



**Capital Improvement Program
Project Information & Financial Plan Form**

Project Title: IT - Network Infrastructure - Old High School/Cultural Center
Department: Information Systems
Project #: IT2005
Project Type: Technology
Project G/L #: 303-4101-580-64.15
Project Manager: Charles Stevens

PROJECT DESCRIPTION Install networking equipment to provide secure wired and wireless network connectivity.	PROJECT PICTURE(S) 
BUSINESS CASE The newly remodeled Old High School/Cultural Center requires network infrastructure in order for the City to utilize the building. The I.T.S. Department will install an automated campus network providing secure access via both wired and wireless options for our citizens, employees, and vendors. The network equipment that the I.T.S. Department has available, is either already end of support or will be on January 31, 2020. The I.T.S. Department will have the network infrastructure penetration and vulnerability tested to ensure the connections are secure.	

PROJECT SCHEDULE	Start		Completion		PROJECT CRITERIA	
	Estimated	Actual	Estimated	Actual		
Planning / Study					Replacement of Facilities/Equipment (New)	X
Design					Expansion of Facilities (Modification)	
Contract Advertise/Award					Enhance Service to Public	
Construction	Oct-19		Oct-20		Regulatory or Commission Mandate	
Project In Service Date					Reduce Costs	
					Generate Revenue	
					Health & Safety	
					Security / Fire Control	X
					ADA Complianc	

PROJECT PRIORITY	High	Critical - tied to mandates or safety
	Medium	Maintain level of service, operational savings
	Low	Moderate benefit

SOURCE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Fund Balance	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Local Option Gas Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Parks & Rec Trust Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Rec Program Revenue Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Public Service Debt Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utility Cap Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sales Tax	\$0	\$42,000	\$0	\$0	\$0	\$0	\$42,000
TOTAL	\$0	\$42,000	\$0	\$0	\$0	\$0	\$42,000

USE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Planning/Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Furniture/Equipment/Technology	\$0	\$42,000	\$0	\$0	\$0	\$0	\$42,000
Art (1% of Construction)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Management	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$42,000	\$0	\$0	\$0	\$0	\$42,000

Impact on Operating Budget	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0



**Capital Improvement Program
Project Information & Financial Plan Form**

Project Title: Sidewalks - Replacement **Department:** Public Works
Project #: CP0263 **Project Type:** Improv/Renovation
Project G/L #: 303-4904-541-63-24 **Project Manager:** Gary Dunmyer

PROJECT DESCRIPTION Proposals usually are received from qualified contractors. Subsequently schedules are determined and P.O. is issued. Ideally the award of this work is usually in the late Spring-time (dry season).	PROJECT PICTURE(S) 
BUSINESS CASE The maintenance and reconstruction of existing broken sidewalk is to minimize tripping hazards, and thus litigation against the City in the event of "accidents".	

PROJECT SCHEDULE	< ONGOING >				PROJECT CRITERIA
	Start		Completion		
	Estimated	Actual	Estimated	Actual	
Planning / Study					Replacement of Facilities/Equipment (New) x
Design					Expansion of Facilities (Modification)
Contract Advertise/Award					Enhance Service to Public
Construction	On-going				Regulatory or Commission Mandate
Project In Service Date					Reduce Costs
					Generate Revenue
					Health & Safety x
					Security / Fire Control
					ADA Compliance

PROJECT PRIORITY	High	Critical - tied to mandates or safety
	Medium	x Maintain level of service, operational savings
	Low	Moderate benefit

SOURCE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Fund Balance	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Local Option Gas Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Parks & Rec Trust Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Rec Program Revenue Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Public Service Debt Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utility Cap Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt / Loan	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sales Tax	\$776,724	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$1,776,724
TOTAL	\$776,724	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$1,776,724

USE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Planning/Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$776,724	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$1,776,724
Furniture & Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Art (1% of Construction)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Management	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$776,724	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$1,776,724

Impact on Operating Budget	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0



**Capital Improvement Program
Project Information & Financial Plan Form**

Project Title: Sidewalk Ramp (ADA) **Department:** Public Works
Project #: TR1701 **Project Type:** Streets
Project G/L #: 303-4903-541-63-03 **Project Manager:** Gary Dunmyer

PROJECT DESCRIPTION Sidewalks Ramp - ADA	PROJECT PICTURE(S) 
BUSINESS CASE Many sidewalks approach street intersections without the benefit of ramps. Therefore, they are not suitable for access by many disabled persons. This will be a recurring expense if funding available.recurring expense if funding available.	

PROJECT SCHEDULE	< ONGOING >				PROJECT CRITERIA
	Start		Completion		
	Estimated	Actual	Estimated	Actual	
Planning / Study					Replacement of Facilities/Equipment (New) x
Design					Expansion of Facilities (Modification)
Contract Advertise/Award					Enhance Service to Public
Construction	On-going				Regulatory or Commission Mandate x
Project In Service Date					Reduce Costs
					Generate Revenue
					Health & Safety
					Security / Fire Control
					ADA Compliance

PROJECT PRIORITY	High	x	Critical - tied to mandates or safety
	Medium		Maintain level of service, operational savings
	Low		Moderate benefit

SOURCE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Fund Balance	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Local Option Gas Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Parks & Rec Trust Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Rec Program Revenue Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Public Service Debt Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utility Cap Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt / Loan	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sales Tax	\$197,815	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000	\$947,815
TOTAL	\$197,815	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000	\$947,815

USE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Planning/Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$197,815	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000	\$947,815
Furniture & Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Art (1% of Construction)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Management	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$197,815	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000	\$947,815

Impact on Operating Budget	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0



**Capital Improvement Program
Project Information & Financial Plan Form**

Project Title:	SE 1st St Improvements & Design	Department:	Public Works
Project #:	TR20XX	Project Type:	New Construction
Project G/L #:	303-4905-580.63-08	Project Manager:	Gary Dunmyer

<p>PROJECT DESCRIPTION Design and construction of a round a bout at the intersection of SE 1st St and SE 12th Ave.</p> <p>BUSINESS CASE SE 12th Ave (an east –west road) does not cross SE 1st Street (north-south road) at a typical 90 degree angle. Rather it joins SE 1st street and they merge into one road for about 100 ft before they separate. This configuration has never been ideal. It was a design that was tolerated due to low traffic volumes. Now that the City has grown and the traffic volumes are increasing, the intersection needs to be improved. A recent traffic study by Kimley-Horn and Associates recommends installing a round-a-bout at the intersection. A Community meeting was held on 2/7/19 about traffic on SE 1st St and the businesses and residents acknowledged the intersection was dangerous and requested it be addressed.</p>	<p>PROJECT PICTURE(S)</p> 
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PROJECT SCHEDULE	< ONGOING >				PROJECT CRITERIA
	Start		Completion		
	Estimated	Actual	Estimated	Actual	
Planning / Study					Replacement of Facilities/Equipment (New)
Design	Dec-19		Mar-20		Expansion of Facilities (Modification)
Contract Advetise/Award					Enhance Service to Public
Construction	Jul-20				Regulatory or Commission Mandate
Project In Service Date					Reduce Costs
					Generate Revenue
					Health & Safety
					Security / Fire Control
					ADA Compliance

PROJECT PRIORITY	High	Medium	Low
	Critical - tied to mandates or safety	Maintain level of service, operational savings	Moderate benefit

SOURCE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Fund Balance	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Local Option Gas Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Parks & Rec Trust Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Rec Program Revenue Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Public Service Debt Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utility Cap Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt / Loan	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sales Tax	\$0	\$250,000	\$0	\$500,000	\$1,900,000	\$0	\$2,650,000
TOTAL	\$0	\$250,000	\$0	\$500,000	\$1,900,000	\$0	\$2,650,000

USE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Planning/Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$0	\$250,000	\$0	\$500,000	\$1,900,000	\$0	\$2,650,000
Furniture & Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Art (1% of Construction)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Management	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$250,000	\$0	\$500,000	\$1,900,000	\$0	\$2,650,000

Impact on Operating Budget	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0



**Capital Improvement Program
Project Information & Financial Plan Form**

Project Title: Street Maintenance/Improve. **Department:** Public Works
Project #: CP0266 **Project Type:** Improv/Renovation
Project G/L #: 303-4905-580-63-08 **Project Manager:** Gary Dunmyer

PROJECT DESCRIPTION Project consist of city hired contractor to furnish all tools, equipment, materials and supplies in order to resurface and reinforce all selected city asphaltic streets, substantially prolonging the life cycle of all these types of roadways.	PROJECT PICTURE(S) 
BUSINESS CASE The continuance of safe, high quality city street surfaces that provide for safe roadway operating conditions, for motorists, cyclists, pedestrians, as well as safety systems and emergency operations.	

PROJECT SCHEDULE	< ONGOING >				PROJECT CRITERIA	
	Start		Completion		Replacement of Facilities/Equipment (New)	x
	Estimated	Actual	Estimated	Actual		
Planning / Study	On-going		On-going			
Design					Enhance Service to Public	
Contract Advertise/Award					Regulatory or Commission Mandate	
Construction	On-going		On-going		Reduce Costs	
Project In Service Date					Generate Revenue	
PROJECT PRIORITY	High		Critical - tied to mandates or safety		Health & Safety	x
	Medium	x	Maintain level of service, operational savings		Security / Fire Control	
	Low		Moderate benefit		ADA Compliance	

SOURCE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Fund Balance	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Local Option Gas Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Parks & Rec Trust Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Rec Program Revenue Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Public Service Debt Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utility Cap Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt / Loan	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sales Tax	\$2,703,249	\$700,000	\$200,000	\$220,000	\$300,000	\$220,000	\$4,343,249
TOTAL	\$2,703,249	\$700,000	\$200,000	\$220,000	\$300,000	\$220,000	\$4,343,249

USE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Planning/Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$2,703,249	\$700,000	\$200,000	\$220,000	\$300,000	\$220,000	\$4,343,249
Furniture & Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Art (1% of Construction)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Management	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$2,703,249	\$700,000	\$200,000	\$220,000	\$300,000	\$220,000	\$4,343,249

Impact on Operating Budget	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0



**Capital Improvement Program
Project Information & Financial Plan Form**

Project Title:	Bridge Repair - Maintenance & Improvement	Department:	Public Works
Project #:	TR0903	Project Type:	Streets
Project G/L #:	303-4906-541-63-22	Project Manager:	Gary Dunmyer

PROJECT DESCRIPTION	PROJECT PICTURE(S)
The project consist of contractor furnishing all tools, equipment, materials and supplies in order to make selected bridge structure repairs. Repairs and/or items to be address are based on bi-annual inspection reports performed by FDOT consultants contracted for this specific purpose.	
BUSINESS CASE	
For the safety of the traveling public extending the life of the bridge structure and protecting city property and investment.	

PROJECT SCHEDULE	< ONGOING >				PROJECT CRITERIA	
	Start		Completion			
	Estimated	Actual	Estimated	Actual		
Planning / Study	On-going		On-going		Replacement of Facilities/Equipment (New)	x
Design	On-going		On-going		Expansion of Facilities (Modification)	
Contract Advrtise/Award	On-going		On-going		Enhance Service to Public	
Construction	On-going		On-going		Regulatory or Commission Mandate	
Project In Service Date					Reduce Costs	
					Generate Revenue	
					Health & Safety	x
					Security / Fire Control	
					ADA Compliancne	

PROJECT PRIORITY	High	x	Critical - tied to mandates or safety
	Medium		Maintain level of service, operational savings
	Low		Moderate benefit

SOURCE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Fund Balance	\$116,213	\$0	\$0	\$0	\$0	\$0	\$116,213
Local Option Gas Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Parks & Rec Trust Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Rec Program Revenue Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Public Service Debt Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utility Cap Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt / Loan	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sales Tax	\$0	\$50,000	\$50,000	\$50,000	\$100,000	\$0	\$250,000
TOTAL	\$116,213	\$50,000	\$50,000	\$50,000	\$100,000	\$0	\$366,213

USE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Planning/Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$116,213	\$50,000	\$50,000	\$50,000	\$100,000	\$0	\$366,213
Furniture & Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Art (1% of Construction)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Management	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$116,213	\$50,000	\$50,000	\$50,000	\$100,000	\$0	\$366,213

Impact on Operating Budget	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0



**Capital Improvement Program
Project Information & Financial Plan Form**

Project Title: FEC Crossing Upgrade **Department:** Public Works
Project #: TR1001 **Project Type:** Streets
Project G/L #: 303-4905-541-63-23 **Project Manager:** Gary Dunmyer

PROJECT DESCRIPTION Upgrade of the roadway crossing to allow for a smoother roadway crossing effort. Specifics are determined by the FEC R/R and given to the City after finalization. They advise the City as to the prorated cost.	PROJECT PICTURE(S) 
BUSINESS CASE Per November, 1949 Agreement between the FEC R/R and the City requires joint participation of all roadway/railroad crossings repairs/upgrades with the City limits.	

PROJECT SCHEDULE	< ONGOING >				PROJECT CRITERIA
	Start		Completion		
	Estimated	Actual	Estimated	Actual	
Planning / Study					Replacement of Facilities/Equipment (New) x
Design					Expansion of Facilities (Modification)
Contract Advertise/Award					Enhance Service to Public
Construction	On-going				Regulatory or Commission Mandate x
Project In Service Date					Reduce Costs
					Generate Revenue
					Health & Safety
					Security / Fire Control
					ADA Compliance
PROJECT PRIORITY	High	x	Critical - tied to mandates or safety		
	Medium		Maintain level of service, operational savings		
	Low		Moderate benefit		

SOURCE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Fund Balance	\$315,245	\$0	\$0	\$0	\$0	\$0	\$315,245
Local Option Gas Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Parks & Rec Trust Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Rec Program Revenue Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Public Service Debt Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utility Cap Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt / Loan	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sales Tax	\$0	\$80,000	\$40,000	\$40,000	\$80,000	\$80,000	\$320,000
TOTAL	\$315,245	\$80,000	\$40,000	\$40,000	\$80,000	\$80,000	\$635,245

USE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Planning/Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$315,245	\$80,000	\$40,000	\$40,000	\$80,000	\$80,000	\$635,245
Furniture & Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Art (1% of Construction)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Management	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$315,245	\$80,000	\$40,000	\$40,000	\$80,000	\$80,000	\$635,245

Impact on Operating Budget	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0



THE UTILITY CAPITAL PROJECTS (FUND 403)



UTILITY CAPITAL IMPROVEMENT PLAN

Fund 403
Capital Improvement Plan

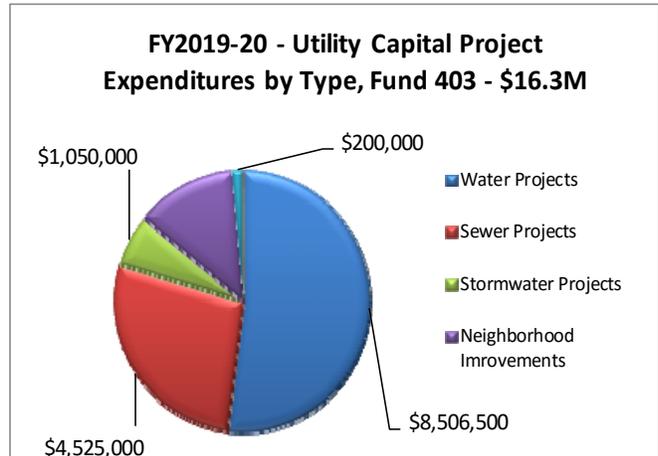
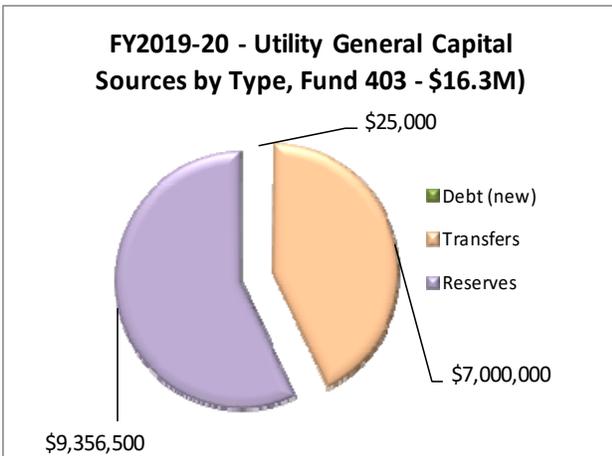
FY 2018-19
Amended Budget

FY 2019-20
Adopted Budget

Sources	Interest	30,000	25,000
	Debt	11,000,000	-
	Transfers	7,000,000	7,000,000
	Reserves	13,174,598	9,356,500
		<u>\$ 31,204,598</u>	<u>\$ 16,381,500</u>

Project Types

Expenditures	Water Projects	\$ 9,400,833	\$ 8,506,500
	Sewer Projects	7,493,696	4,525,000
	Stormwater Projects	750,000	1,050,000
	Neighborhood Improvements	13,055,807	2,100,000
	Studies/Master Plan/Other	504,262	200,000
		<u>\$ 31,204,598</u>	<u>\$ 16,381,500</u>





UTILITY CAPITAL IMPROVEMENT PROGRAM
FUND BALANCE ANALYSIS

	FY 2019/2020 Plan	FY 2020/2021 Plan	FY 2021/2022 Plan	FY 2022/2023 Plan
Fund 403 - Beginning Fund Balance	\$ 16,314,898	\$ 8,533,398	\$ 8,553,398	\$ 8,553,398
	-	8,221,501	5,610,001	2,010,000
	-	-		
Interest	-	20,000		
2016 Bond Issue (Fund 409)	1,600,000	-	-	-
Transfer from Operations (Fund 401)	7,000,000	8,500,000	10,000,000	11,000,000
Total Project Expenditures/Budget	(16,381,500)	(16,721,501)	(15,610,001)	(13,010,000)
Fund 403 - Ending Fund Balance	\$ 8,533,398	\$ 8,553,398	\$ 8,553,398	\$ 8,553,398



UTILITY CAPITAL IMPROVEMENT PROGRAM - Fund 403

PROJECT NAME	FY 2019/2020 Adopted	FY 2020/2021 Plan	FY 2021/2022 Plan	FY 2022/2023 Plan	FY 2023/2024 Plan
Dimmick & Potter Utility Stormwater Improvements	900,000				
Dimmick & Potter Utility Water Improvements	300,000				
Dimmick & Potter subtotal	1,200,000	-	-	-	
Central Seacrest Corridor WATER (Phase 3)					3,500,000
Seacrest Corridor Swale/STORMWATER Management	900,000				
Seacrest Corridor subtotal	900,000	-	-	-	3,500,000
Neighborhood Utility Improvements - 403 TOTAL	\$ 2,100,000	\$ -	\$ -	\$ -	\$ 3,500,000

Water Main Valves R & R	230,000	180,000	180,000	180,000	180,000
Water Meter Flex Net meter reading improvements	61,500	61,500			
Palmer Road	750,000				
Seacrest Drive South of E-WTP from J28 to SE 23rd Ave.		299,000	299,000		
East of E-WTP, between railroad and Federal Highway, and between Woolbright Road and SE 20th Ave.		240,500	240,500		
Old Boynton Area		260,501	260,501		
Water Distribution Improvements - 403 TOTAL	\$ 1,041,500	\$ 1,041,501	\$ 980,001	\$ 180,000	\$ 180,000

Wellfield/Supply/Storage					
Wellfield Rehabilitation - Replace Electric Panels					
Wellfield & Water Storage Control Telemetry (Asset Mgmt.)	150,000	150,000			
East Wellfield Upgrade Line to East Plant	750,000				
West Wellfield Electrical	900,000				
Wellfield Rehabilitation - column pipe, pumps, motors, etc.	315,000	315,000	315,000	315,000	315,000
Wellfield Improvements	2,115,000	465,000	315,000	315,000	315,000
Replace Pumps and Speed Drives, Sludge Pumps, transmitters, etc.	100,000	100,000	100,000	100,000	100,000
Water Plant Repairs - Mechanical	250,000	250,000	250,000	250,000	250,000
Water Plant Repairs - Electrical	245,000	245,000	245,000	245,000	245,000
Water Plant Repairs - Treatment	500,000	125,000	125,000	125,000	125,000
Water Plant Repairs - Structure	75,000	75,000	75,000	75,000	75,000
Water Plant Repairs - Chemical Containment Rehab	50,000	50,000			
Security upgrades - perimeter protection & surveillance entry	60,000	60,000	30,000	30,000	30,000
Admin Building Repairs, carpeting, A/C, roofing, flooring	100,000	100,000	100,000	100,000	100,000
Water System Annual R&R (0.43% of system annually)	1,000,000	3,200,000	3,200,000	3,200,000	3,200,000
West WTP - Degasifier Blower Replacement	-	200,000			
West WTP - Inventory / Warehouse Facility		150,000			
West WTP - Membrane cleaning solution system rehabilitation	100,000				
East WTP - Lime Slaker Replacement	75,000			75,000	
East WTP - Filter Media Replacement		600,000	600,000	100,000	100,000
East WTP - Softener Sludge Mixer Replacement	25,000	25,000	25,000		
New Surficial Wells @ BB Seminary					
Water Meter Replacements	260,000	260,000	50,000	50,000	50,000
West -Acid Tank	100,000				
West -Electrical - Major Update	750,000	2,500,000	2,500,000		
West -Water Plant Repairs - Membranes	1,000,000				
Fluoride System Upgrade	500,000				
Plant Improvements	5,190,000	7,940,000	7,300,000	4,350,000	4,275,000
Replace Laboratory Equipment	50,000	50,000	50,000	50,000	50,000
Laboratory Information Management	110,000				
Water Supply and Plant Improvements - 403 TOTAL	\$ 7,465,000	\$ 8,455,000	\$ 7,665,000	\$ 4,715,000	\$ 4,640,000



UTILITY CAPITAL IMPROVEMENT PROGRAM - Fund 403

Project Name	FY 2019/2020 Adopted	FY 2020/2021 Plan	FY 2021/2022 Plan	FY 2022/2023 Plan	FY 2023/2024 Plan
Lift Stations					
Pump Replacement Program R & R	130,000	130,000	130,000	130,000	130,000
Master Lift Station R & R - Mechanical & Electrical, pumps		1,250,000	1,000,000	1,200,000	
Force Main Valves and Air Release Valves R & R	30,000	30,000	30,000	30,000	30,000
Congress Ave Force Main Valves Installs	700,000				
Manhole R & R	175,000	175,000	175,000	175,000	175,000
Pressure Sewer R & R	50,000	350,000	350,000	350,000	350,000
LS Control Panel R&R	300,000	300,000	300,000	300,000	300,000
Large Sewer Meter Replacements R&R	15,000	15,000	15,000	15,000	15,000
Emergency stationary generators or pumps R & R	300,000	300,000	300,000	300,000	300,000
Beach Plant Replacement	500,000				
Lift Station Communications Upgrade	750,000	750,000	40,000	40,000	40,000
Odor Control	25,000	25,000	25,000	25,000	25,000
FM from MLS 319 to MLS 317 (LS 719 to Boynton Beach Blvd)	400,000	300,000	1,500,000	1,500,000	
Old Boynton Rd to Congress Ave to W Boynton Beach Blvd				1,150,000	
Sewer System Pipes Annual R&R (Gravity)	1,150,000	1,150,000	2,150,000	2,150,000	2,150,000
water Collection System Improvements - 403 TOTAL	\$ 4,525,000	\$ 4,775,000	\$ 6,015,000	\$ 7,365,000	\$ 3,515,000
Stormwater Systems (Various Locations) R & R	750,000	\$ 750,000	\$ 750,000	\$ 750,000	\$ 750,000
East Heart of Boynton stormwater study (NE 3rd Street)	-	1,500,000			
Raingardens & Bioswale	100,000				
Storm Water Improvements - 403 TOTAL	\$ 850,000	\$ 2,250,000	\$ 750,000	\$ 750,000	\$ 750,000
Golf Course Reuse Metering	200,000				
Reuse Distribution Improvements - 403 TOTAL	\$ 200,000	\$ -	\$ -	\$ -	\$ -
GIS Project - Water & Sewer	200,000	200,000	200,000		
Studies/Analyses/Misc 403 . - TOTAL	\$ 200,000	\$ 200,000	\$ 200,000	\$ -	\$ -
Grand Total Utilities CIP - 403 Fund	\$ 16,381,500	\$ 16,721,501	\$ 15,610,001	\$ 13,010,000	\$ 12,585,000



**Capital Improvement Program
Project Information & Financial Plan Form**

Project Title: Dimmick & Potter Utility Improvements **Department:** Utility

Project #: UC1802 **Project Type:** Utility-Stormwater

Project G/L #: 403-5000-533/538-65-02/65-09 **Project Manager:** Christopher Roschek

PROJECT DESCRIPTION	PROJECT PICTURE
The neighborhood improvements include water and stormwater to improve the drainage and potable water distribution system in the area. The drainage system will collect, convey and treat stormwater prior to discharge to the Intracoastal Waterway.	
BUSINESS CASE	
The Dimick and Potter Roads project includes water and stormwater infrastructure improvements to replace aging and undersized utilities, and to reduce flooding in the neighborhood during storms, rainfall events, and high tides.	

DISTRICT	1
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PROJECT SCHEDULE	Start		Completion		PROJECT CRITERIA
	Estimated	Actual	Estimated	Actual	
Planning / Study					Replacement of Facilities/Equipment (New) X
Design					Expansion of Facilities (Modification)
Contract Advertise/Award					Enhance Service to Public X
Construction	Oct-17		Oct-20		Regulatory or Commission Mandate
Project In Service Date					Reduce Costs
					Generate Revenue
					Health & Safety
					Security / Fire Control
					ADA Compliance

PROJECT PRIORITY	High	X	Critical - tied to mandates or safety
	Medium		Maintain level of service, operational savings
	Low		Moderate benefit

SOURCE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Fund Balance/Utility Resv.	\$347,775	\$1,200,000	\$0	\$0	\$0	\$0	\$1,547,775
Local Option Gas Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Parks & Rec Trust Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Rec Program Revenue Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Public Service Debt Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utility Cap Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants / Donations	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$347,775	\$1,200,000	\$0	\$0	\$0	\$0	\$1,547,775

USE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Planning/Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$347,775	\$1,200,000	\$0	\$0	\$0	\$0	\$1,547,775
Furniture/Equipment/Technolo	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Art (1% of Construction)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Management	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$347,775	\$1,200,000	\$0	\$0	\$0	\$0	\$1,547,775

Impact on Operating Budget	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0



**Capital Improvement Program
Project Information & Financial Plan Form**

Project Title: Seacrest Corridor Neighborhood Utility Improv. - Stormwater
Department: Utility
Project #: STM022
Project Type: Utility-Stormwater
Project G/L #: 403-5016-538-65-09
Project Manager: Christopher Roschek

PROJECT DESCRIPTION	PROJECT PICTURE
The Seacrest Corridor project includes the area within the boundaries of Woolbright Road, Boynton Beach Blvd. I-95 and SE 1st Street (to the Railroad). This project includes water and stormwater infrastructure improvements throughout the neighborhood, along with swale and pavement restoration work. Phase 1 has been completed, Phase 2 will be completed by Summer 2020.	
BUSINESS CASE	
The Seacrest Corridor project existed prior to the Business Case Evaluation and has been recognized as an area of need. Phase 1 of the project has been completed, Phase 2 is currently under construction.	

DISTRICT	3																													
PROJECT SCHEDULE																														
	<table border="1"> <tr> <th rowspan="2"></th> <th colspan="2">Start</th> <th colspan="2">Completion</th> </tr> <tr> <th>Estimated</th> <th>Actual</th> <th>Estimated</th> <th>Actual</th> </tr> <tr> <td>Planning / Study Design</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Contract Advertise/Award</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Construction</td> <td>Oct-17</td> <td></td> <td>Oct-20</td> <td></td> </tr> <tr> <td>Project In Service Date</td> <td></td> <td></td> <td></td> <td></td> </tr> </table>		Start		Completion		Estimated	Actual	Estimated	Actual	Planning / Study Design					Contract Advertise/Award					Construction	Oct-17		Oct-20		Project In Service Date				
	Start		Completion																											
	Estimated	Actual	Estimated	Actual																										
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Construction	Oct-17		Oct-20																											
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Replacement of Facilities/Equipment (New)	X																													
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Enhance Service to Public	X																													
Regulatory or Commission Mandate																														
Reduce Costs																														
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Health & Safety																														
Security / Fire Control																														
ADA Compliance	X																													
PROJECT PRIORITY	<table border="1"> <tr> <td>High</td> <td>X</td> <td>Critical - tied to mandates or safety</td> </tr> <tr> <td>Medium</td> <td></td> <td>Maintain level of service, operational savings</td> </tr> <tr> <td>Low</td> <td></td> <td>Moderate benefit</td> </tr> </table>	High	X	Critical - tied to mandates or safety	Medium		Maintain level of service, operational savings	Low		Moderate benefit																				
High	X	Critical - tied to mandates or safety																												
Medium		Maintain level of service, operational savings																												
Low		Moderate benefit																												

SOURCE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Fund Balance/Utility Resv.	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Local Option Gas Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Parks & Rec Trust Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Rec Program Revenue Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Public Service Debt Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utility Cap Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt	\$4,181,615	\$900,000	\$0	\$0	\$0	\$0	\$5,081,615
Grants / Donations	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$4,181,615	\$900,000	\$0	\$0	\$0	\$0	\$5,081,615

USE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Planning/Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$4,181,615	\$900,000	\$0	\$0	\$0	\$0	\$5,081,615
Furniture/Equipment/Technolo.	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Art (1% of Construction)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Management	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$4,181,615	\$5,420,000	\$0	\$0	\$0	\$0	\$5,081,615

Impact on Operating Budget	Prior Years	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	Project Total
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0



**Capital Improvement Program
Project Information & Financial Plan Form**

Project Title:	Replace In-Line Water Main Valves	Department:	Utility
Project #:	WTR017	Project Type:	Utility-Improvement
Project G/L #:	403-5000-533-65.02	Project Manager:	Joe Paterniti

PROJECT DESCRIPTION	
Replace valves located on water distribution piping. This water distribution piping transmits water under pressure from the water treatment facility or our water storage tanks to our metered customer connections.	
BUSINESS CASE	
Project will replace water distribution pipeline valves that have come to the end of their useful life or have been damaged beyond repair.	

PROJECT SCHEDULE	Start				Completion				PROJECT CRITERIA
	Estimated	Actual	Estimated	Actual	Estimated	Actual	Estimated	Actual	
Planning / Study									Replacement of Facilities/Equipment (New)
Design									Expansion of Facilities (Modification) X
Contract Advertise/Award									Enhance Service to Public
Construction									Regulatory or Commission Mandate
Project In Service Date	On-going	On-going							Reduce Costs
									Generate Revenue
									Health & Safety X
PROJECT PRIORITY	High	X	Critical - tied to mandates or safety						
	Medium		Maintain level of service, operational savings						
	Low		Moderate benefit						

SOURCE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Fund Balance/Utility Resv.	\$284,761	\$230,000	\$180,000	\$180,000	\$180,000	\$180,000	\$1,234,761
Local Option Gas Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Parks & Rec Trust Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Rec Program Revenue Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Public Service Debt Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utility Cap Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants / Donations	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$284,761	\$230,000	\$180,000	\$180,000	\$180,000	\$180,000	\$1,234,761

USE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Planning/Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Furniture/Equipment/Technolo;	\$284,761	\$230,000	\$180,000	\$180,000	\$180,000	\$180,000	\$1,234,761
Art (1% of Construction)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Management	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$284,761	\$230,000	\$180,000	\$180,000	\$180,000	\$180,000	\$1,234,761

Impact on Operating Budget	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0



**Capital Improvement Program
Project Information & Financial Plan Form**

Project Title: Flex Net meter reading improvements
Department: Utility
Project #: WTR138
Project Type: Utility-Improvement
Project G/L #: 403-5000-533-65.02
Project Manager: Barb Conboy

PROJECT DESCRIPTION
 Policy decision to move to a new meter reading system, the next stage in technology is a fixed base data collecting and management system that collects the meter reading. The Tower Gateway Station (TGB) detects and instantaneously processes and forwards meter reads and messages transmitted by wireless transmitters to the Regional Network Interface (RNI). This technology allows us to access the meter data every hour without having to enter the residence or pit location. The cost of a TGB is \$70,000 and a RNI at \$40,000 for a total of \$110,000. Both are necessary to get started.



BUSINESS CASE
 This capital improvement is being driven by the following regulatory and economic factors: 1. New regulations on backflow prevention, that will allow detection of reversed flow to eliminate the need for the customer/city to install a backflow preventer, wherever alternate sources of water are used on a site; 2. Water conservation, prompting the need to detect and correct leaks more frequently than once per month, thereby saving money and water; 3. The potential for staff reduction in the future, due to the elimination or re-assignment of staff members who must now drive throughout the system to detect readings.

PROJECT SCHEDULE	Start		Completion		PROJECT CRITERIA
	Estimated	Actual	Estimated	Actual	
Planning / Study					Objective
Design					Replacement of Facilities
Contract Advertise/Award					Expansion of Facilities
Construction		May-12	Sep-21		Enhance Service to Public
Project In Service Date					Regulatory or Commission Mandate
					Reduce Costs
					Generate Revenue
					Health & Safety
					Security / Fire Control

SOURCE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
CIP Fund Bal./Utility Resv.	\$3,982,302	\$0	\$0	\$0	\$0	\$0	\$3,982,302
Local Option Gas Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Parks & Rec Trust Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Rec Program Revenue Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Public Service Debt Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utility Cap Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt	\$0	\$61,500	\$61,500	\$0	\$0	\$0	\$123,000
Grants / Donations	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$3,982,302	\$61,500	\$61,500	\$0	\$0	\$0	\$4,105,302

USE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Planning/Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Furniture & Equipment	\$3,982,302	\$61,500	\$61,500	\$0	\$0	\$0	\$4,105,302
Art (1% of Construction)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Management	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$3,982,302	\$61,500	\$61,500	\$0	\$0	\$0	\$4,105,302

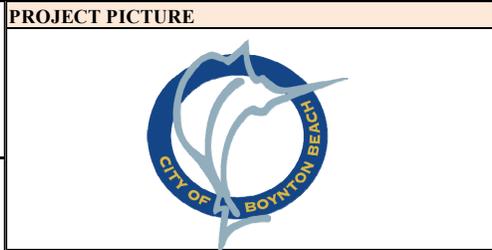
Impact on Operating Budget	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0



**Capital Improvement Program
Project Information & Financial Plan Form**

Project Title: Palmer Road Department: Utility
 Project #: UC1803 Project Type: Utility-Water
 Project G/L #: 403-5000-533-65-02 Project Manager: Christopher Roschek

PROJECT DESCRIPTION
 Execute Developer's Agreements with property owners to construct the water and wastewater improvements. The cost share for each property on Bamboo Lane will be calculated as the total construction cost divided by the number of properties. As the adjacent property owners connect to the City's wastewater system, the City will reimburse the Owner for the corresponding property's share of the construction cost.



BUSINESS CASE
 Provide municipal water and sewer service to customers in our service area.

DISTRICT 3

PROJECT SCHEDULE	Start		Completion		PROJECT CRITERIA
	Estimated	Actual	Estimated	Actual	
Planning / Study					Replacement of Facilities/Equipment (New)
Design					Expansion of Facilities (Modification) X
Contract Advetise/Award					Enhance Service to Public X
Construction	Oct-17		Sep-20		Regulatory or Commission Mandate
Project In Service Date					Reduce Costs
					Generate Revenue
					Health & Safety X
					Security / Fire Control
					ADA Compliance

PROJECT PRIORITY	High	Medium	Low	
		X		Critical - tied to mandates or safety
				Maintain level of service, operational savings
				Moderate benefit

SOURCE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Fund Balance	\$1,150	\$750,000	\$0	\$0	\$0	\$0	\$751,150
Local Option Gas Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Parks & Rec Trust Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Rec Program Revenue Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Public Service Debt Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utility Cap Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants / Donations	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$1,150	\$750,000	\$0	\$0	\$0	\$0	\$751,150

USE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Planning/Design	\$1,150	\$0	\$0	\$0	\$0	\$0	\$1,150
Construction	\$0	\$750,000	\$0	\$0	\$0	\$0	\$750,000
Furniture & Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Art (1% of Construction)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Management	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$1,150	\$750,000	\$0	\$0	\$0	\$0	\$751,150

Impact on Operating Budget	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0



**Capital Improvement Program
Project Information & Financial Plan Form**

Project Title: Wellfield Radio Telemetry Department: Utility
 Project #: WTR105 Project Type: Utility-Improvement
 Project G/L #: 403-5000-533-65.02 Project Manager: Joe Paterniti

PROJECT DESCRIPTION	PROJECT PICTURE(S)
Wellfield rehabilitation is an on-going renewal and replacement program to keep the wellfields performing efficiently - repair/replace control (radio) telemetry	
BUSINESS CASE	
The Business Case Evaluation in 2006 recognized the Wellfield rehabilitation program and the need for it to continue as an on-going program. This is necessary to keep the wells in a healthy efficient productive state.	

PROJECT SCHEDULE	PROJECT CRITERIA			
	Start		Completion	
	Estimated	Actual	Estimated	Actual
Planning / Study				
Design				
Contract Advertise/Award				
Construction				
Project In Service Date	on-going		Sep-21	
PROJECT PRIORITY	High		Critical - tied to mandates or safety	
	Medium	medium	Maintain level of service, operational savings	
	Low		Moderate benefit	
			Replacement of Facilities/Equipment (New)	
			Expansion of Facilities (Modification)	X
			Enhance Service to Public	
			Regulatory or Commission Mandate	
			Reduce Costs	X
			Generate Revenue	
			Health & Safety	X
			Security / Fire Control	X
			ADA Compliance	

SOURCE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Fund Balance/Utility Resv.	\$357,133	\$150,000	\$150,000	\$0	\$0	\$0	\$657,133
Local Option Gas Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Parks & Rec Trust Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Rec Program Revenue Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Public Service Debt Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utility Cap Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants / Donations	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$357,133	\$150,000	\$150,000	\$0	\$0	\$0	\$657,133

USE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Planning/Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$357,133	\$150,000	\$150,000	\$0	\$0	\$0	\$657,133
Furniture/Equipment/Technolo.	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Art (1% of Construction)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Management	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$357,133	\$150,000	\$150,000	\$0	\$0	\$0	\$657,133

Impact on Operating Budget	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0



**Capital Improvement Program
Project Information & Financial Plan Form**

Project Title: East Wellfield Upgrade Line to East Plant
Department: Utility
Project #: WT19XX
Project Type: Utility-Improvement
Project G/L #: 403-5000-533-65.02
Project Manager: Christopher Roschek

PROJECT DESCRIPTION	Construction of a new 24-inch raw water main via horizontal directional drill (HDD) from Little League Park and connect to the existing water main at Harmening Park at the East Water Treatment Plant.	PROJECT PICTURE(S)	
BUSINESS CASE	Flow from the East Wellfield to the East Water Treatment Plant is limited hydraulically through the existing 16-inch raw water main. The 16-inch pipe will be replaced with a new 24-inch main.		

PROJECT SCHEDULE		Start		Completion		PROJECT CRITERIA	
		Estimated	Actual	Estimated	Actual		
Planning / Study						Replacement of Facilities/Equipment (New)	X
Design						Expansion of Facilities (Modification)	
Contract Advertise/Award						Enhance Service to Public	X
Construction	Oct-19			Sep-20		Regulatory or Commission Mandate	
Project In Service Date						Reduce Costs	
						Generate Revenue	
						Health & Safety	
						Security / Fire Control	
						ADA Compliance	
PROJECT PRIORITY		High				Critical - tied to mandates or safety	
		Medium	X			Maintain level of service, operational savings	
		Low				Moderate benefit	

SOURCE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Fund Balance/Utility Resv.	\$0	\$750,000	\$0	\$0	\$0	\$0	\$750,000
Local Option Gas Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Parks & Rec Trust Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Rec Program Revenue Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Public Service Debt Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utility Cap Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants / Donations	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$750,000	\$0	\$0	\$0	\$0	\$750,000

USE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Planning/Design	\$0	\$100,000	\$0	\$0	\$0	\$0	\$100,000
Construction	\$0	\$650,000	\$0	\$0	\$0	\$0	\$650,000
Furniture/Equipment/Technolo.	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Art (1% of Construction)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Management	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$750,000	\$0	\$0	\$0	\$0	\$750,000

Impact on Operating Budget	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0



**Capital Improvement Program
Project Information & Financial Plan Form**

Project Title: West Wellfield Electrical **Department:** Utility
Project #: WT19XX **Project Type:** Utility-Improvement
Project G/L #: 403-5000-533-65.02 **Project Manager:** Christopher Roschek

PROJECT DESCRIPTION Design and construction of electrical upgrades at wells in the West Wellfield.	PROJECT PICTURE(S) 
BUSINESS CASE Electrical upgrades are required for wells located in the West Wellfield.	

PROJECT SCHEDULE	Start		Completion		PROJECT CRITERIA
	Estimated	Actual	Estimated	Actual	
Planning / Study					Replacement of Facilities/Equipment (New) X
Design					Expansion of Facilities (Modification)
Contract Advertise/Award					Enhance Service to Public X
Construction	Oct-19		Sep-20		Regulatory or Commission Mandate
Project In Service Date					Reduce Costs
					Generate Revenue
					Health & Safety
					Security / Fire Control
					ADA Compliance

PROJECT PRIORITY	High		Critical - tied to mandates or safety
	Medium	X	Maintain level of service, operational savings
	Low		Moderate benefit

SOURCE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Fund Balance/Utility Resv.	\$0	\$900,000	\$0	\$0	\$0	\$0	\$900,000
Local Option Gas Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Parks & Rec Trust Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Rec Program Revenue Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Public Service Debt Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utility Cap Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants / Donations	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$900,000	\$0	\$0	\$0	\$0	\$900,000

USE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Planning/Design	\$0	\$50,000	\$0	\$0	\$0	\$0	\$50,000
Construction	\$0	\$850,000	\$0	\$0	\$0	\$0	\$850,000
Furniture/Equipment/Technology	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Art (1% of Construction)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Management	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$900,000	\$0	\$0	\$0	\$0	\$900,000

Impact on Operating Budget	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0



**Capital Improvement Program
Project Information & Financial Plan Form**

Project Title: Wellfield Rehabilitation Department: Utility
 Project #: WTR075 Project Type: Utility-Improvement
 Project G/L #: 403-5000-533-65.02 Project Manager: Joe Paterniti

PROJECT DESCRIPTION Wellfield rehabilitation is an on-going renewal and replacement program to keep the wellfields performing efficiently. Combinations of chemical treatment, replacement of pumps, motors, column pipe, etc. are involved in the rehabilitation process. This process is necessary for the sustainability of the wells and the wellfield.	PROJECT PICTURE(S) 
BUSINESS CASE The Business Case Evaluation in 2006 recognized the Wellfield rehabilitation program and the need for it to continue as an on-going program. This is necessary to keep the wells in a healthy efficient productive state.	

PROJECT SCHEDULE	PROJECT CRITERIA			
	Start		Completion	
	Estimated	Actual	Estimated	Actual
Planning / Study				
Design				
Contract Advertise/Award				
Construction				
Project In Service Date	on-going			

PROJECT PRIORITY	High	Medium	Low
	Critical - tied to mandates or safety	Maintain level of service, operational savings	Moderate benefit

PROJECT CRITERIA	
Replacement of Facilities/Equipment (New)	
Expansion of Facilities (Modification)	x
Enhance Service to Public	x
Regulatory or Commission Mandate	
Reduce Costs	x
Generate Revenue	
Health & Safety	x
Security / Fire Control	x
ADA Compliance	

SOURCE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Fund Balance/Utility Resv.	\$3,241,512	\$315,000	\$315,000	\$315,000	\$315,000	\$315,000	\$4,816,512
Local Option Gas Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Parks & Rec Trust Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utility Cap Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants / Donations	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$3,241,512	\$315,000	\$315,000	\$315,000	\$315,000	\$315,000	\$4,816,512

USE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Planning/Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$3,241,512	\$315,000	\$315,000	\$315,000	\$315,000	\$315,000	\$4,816,512
Furniture/Equipment/Technolo	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Art (1% of Construction)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Furniture/Equipment/Technolo	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Management	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$3,241,512	\$315,000	\$315,000	\$315,000	\$315,000	\$315,000	\$4,816,512

Impact on Operating Budget	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0

* Include Rolled Budget



**Capital Improvement Program
Project Information & Financial Plan Form**

Project Title: Replace Pumps, Speed Drives, **Department:** Utility
Project #: WTR017 **Project Type:** Utility-Improvement
Project G/L #: 403-5000-533-65.02 **Project Manager:** Joe Paterniti

PROJECT DESCRIPTION	PROJECT PICTURE(S)
Renewal and replacement of small water plant process equipment. - West Plant acid transfer pumps, chlorine pumps and drives - East plant filter turbidimeters	 
BUSINESS CASE	
This project will be used for the renewal and replacement of smaller process equipment (small pumps, sludge pumps, speed drives, transmitters, etc.). Replacement will be as needed via evaluation of these components and funds could be used in any one year for major replacements. It should be noted that our R&R details may change once the ongoing Utilities Management Optimization Plan (UMOP) exercise is complete.	

PROJECT SCHEDULE				PROJECT CRITERIA			
	Start		Completion				
	Estimated	Actual	Estimated	Actual	Replacement of Facilities/Equipment (New)		
Planning / Study					Expansion of Facilities (Modification)	x	
Design					Enhance Service to Public		
Contract Advertise/Award					Regulatory or Commission Mandate		
Construction					Reduce Costs	x	
Project In Service Date	On-going	On-going			Generate Revenue		
					Health & Safety	x	
PROJECT PRIORITY	High				Security / Fire Control		
	Medium	X			ADA Compliance		
	Low						
					Critical - tied to mandates or safety		
					Maintain level of service, operational savings		
					Moderate benefit		

SOURCE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Fund Balance/Utility Resv.	\$284,761	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$784,761
Local Option Gas Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Parks & Rec Trust Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Rec Program Revenue Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Public Service Debt Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utility Cap Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants / Donations	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$284,761	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$784,761

USE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Planning/Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Furniture/Equipment/Technolo.	\$284,761	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$784,761
Art (1% of Construction)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Management	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$284,761	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$784,761

Impact on Operating Budget	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0



**Capital Improvement Program
Project Information & Financial Plan Form**

Project Title: Water Plant Repair - Mechanical **Department:** Utility
Project #: WTR020 **Project Type:** Utility-Improvement
Project G/L #: 403-5000-533-65.02 **Project Manager:** Joe Paterniti

PROJECT DESCRIPTION	PROJECT PICTURE(S)
Replace electrical, instrumentation and control components	
BUSINESS CASE This project will be used for the renewal and replacement of various mechanical components (pumps, valves, piping, etc.) of the water treatment plant system. Replacement will be as needed via evaluation of these components and funds could be used in any one year for major replacements.	

PROJECT SCHEDULE	Start		Completion		PROJECT CRITERIA
	Estimated	Actual	Estimated	Actual	
Planning / Study					Replacement of Facilities/Equipment (New)
Design					Expansion of Facilities (Modification) x
Contract Advrtise/Award					Enhance Service to Public x
Construction	On-going		On-going		Regulatory or Commission Mandate x
Project In Service Date					Reduce Costs x
					Generate Revenue
					Health & Safety x
					Security / Fire Control
					ADA Compliancne
PROJECT PRIORITY	High				Critical - tied to mandates or safety
	Medium	X			Maintain level of service, operational savings
	Low				Moderate benefit

SOURCE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Fund Balance/Utility Resrv.	\$373,255	\$250,000	\$250,000	\$250,000	\$250,000	\$250,000	\$1,623,255
Local Option Gas Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Parks & Rec Trust Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utility Cap Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants / Donations	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$373,255	\$250,000	\$250,000	\$250,000	\$250,000	\$250,000	\$1,623,255

USE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Planning/Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$373,255	\$250,000	\$250,000	\$250,000	\$250,000	\$250,000	\$1,623,255
Furniture/Equipment/Technolo.	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Art (1% of Construction)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Management	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$373,255	\$250,000	\$250,000	\$250,000	\$250,000	\$250,000	\$1,623,255

Impact on Operating Budget	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0



**Capital Improvement Program
Project Information & Financial Plan Form**

Project Title: Water Plant Repair - Electrical **Department:** Utility
Project #: WTR021 **Project Type:** Utility-Improvement
Project G/L #: 403-5000-533-65.02 **Project Manager:** Michael Low

PROJECT DESCRIPTION	PROJECT PICTURE(S)
Replace electrical, instrumentation and control components	
BUSINESS CASE This project will be used for the renewal and replacement of various mechanical components (pumps, valves, piping, etc.) of the water treatment plant system. Replacement will be as needed via evaluation of these components and funds could be used in any one year for major replacements.	

PROJECT SCHEDULE	Start		Completion		PROJECT CRITERIA
	Estimated	Actual	Estimated	Actual	
Planning / Study					Replacement of Facilities/Equipment (New)
Design					Expansion of Facilities (Modification) x
Contract Advertise/Award					Enhance Service to Public x
Construction	On-going		On-going		Regulatory or Commission Mandate x
Project In Service Date					Reduce Costs x
PROJECT PRIORITY	High				Generate Revenue
	Medium	X			Health & Safety x
	Low				Security / Fire Control
					ADA Compliance

SOURCE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Fund Balance/Utility Resv.	\$326,057	\$245,000	\$245,000	\$245,000	\$245,000	\$245,000	\$1,551,057
Local Option Gas Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Parks & Rec Trust Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utility Cap Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants / Donations	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$326,057	\$245,000	\$245,000	\$245,000	\$245,000	\$245,000	\$1,551,057

USE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Planning/Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$326,057	\$245,000	\$245,000	\$245,000	\$245,000	\$245,000	\$1,551,057
Furniture/Equipment/Technolo,	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Art (1% of Construction)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Management	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$326,057	\$245,000	\$245,000	\$245,000	\$245,000	\$245,000	\$1,551,057

Impact on Operating Budget	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0



**Capital Improvement Program
Project Information & Financial Plan Form**

Project Title: Water Plant - Treatment Department: Utility
 Project #: WTR022 Project Type: Utility-Improvement
 Project G/L #: 403-5000-533-65.02 Project Manager: Joe Paterniti

PROJECT DESCRIPTION	Treatment improvements	PROJECT PICTURE(S)	
BUSINESS CASE	This project will be used for the improvement of various unit operation or treatment processes (disinfection techniques, antiscalant use, scrubber systems, etc.) of the water treatment plant system. Modifications will be made as needed via evaluation of these processes and funds could be used in any one year for major improvements. It should be noted that our R&R details may change once the ongoing Utilities Management Optimization Plan (UMOP) exercise is complete.		

PROJECT SCHEDULE	Start		Completion		PROJECT CRITERIA
	Estimated	Actual	Estimated	Actual	
Planning / Study					Replacement of Facilities/Equipment (New)
Design					Expansion of Facilities (Modification)
Contract Advertise/Award					Enhance Service to Public
Construction	On-going		On-going		Regulatory or Commission Mandate
Project In Service Date					Reduce Costs
					Generate Revenue
					Health & Safety
					Security / Fire Control
					ADA Compliance
PROJECT PRIORITY	High				Critical - tied to mandates or safety
	Medium		X		Maintain level of service, operational savings
	Low				Moderate benefit

SOURCE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Fund Balance/Utility Resv.	\$226,310	\$500,000	\$125,000	\$125,000	\$125,000	\$125,000	\$1,226,310
Local Option Gas Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Parks & Rec Trust Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utility Cap Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants / Donations	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$226,310	\$500,000	\$125,000	\$125,000	\$125,000	\$125,000	\$1,226,310

USE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Planning/Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$226,310	\$500,000	\$125,000	\$125,000	\$125,000	\$125,000	\$1,226,310
Furniture/Equipment/Technolo	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Art (1% of Construction)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Management	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$226,310	\$500,000	\$125,000	\$125,000	\$125,000	\$125,000	\$1,226,310

Impact on Operating Budget	Prior Years	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	Project Total
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0



**Capital Improvement Program
Project Information & Financial Plan Form**

Project Title: Water Plant - Structure Department: Utility
 Project #: WTR023 Project Type: Utility-Improvement
 Project G/L #: 403-5000-533-65.02 Project Manager: Joe Paterniti

PROJECT DESCRIPTION

1. RFP HVAC Evaluation and Long Term Replacement Plan (Admin & WWTP) - \$50,000; 2. HVAC system replacements based on evaluations - \$125,000; 3. Roof replacements/restorations, WWTP - \$100,000; 4. Carpet and tile Admin & WWTP - \$25,000; 5. Replace front doors Admin & WWTP - \$15,000; and 6. Replace doors with lever handles/locks Admin & WWTP - \$10,000. 7. Replace sulfuric acid bulk tank - \$80,000. 8. Filter painting - \$20,000.

BUSINESS CASE

1. & 2. HVAC Continue to require repairs and by 2015, HVAC equipment using R-22 will rely on recycled refrigerant; all HVAC equipment will be replaced by 2030 to comply with change to R-410 refrigerant. 3. Roof restorations at WWTP are estimated at \$100,000. 4. Carpets and tiles at Admin and WWTP are well beyond their practical use. 5. Security entrance doors at Admin & WWTP need upgrading. 6. The lever style handles and door locks are no longer available to match existing – causing keys to be incompatible. 7. The sulfuric acid bulk tank at the West Plant needs to be replaced. 8. Filter structures are in need of painting.

PROJECT PICTURE(S)



PROJECT SCHEDULE

	Start		Completion	
	Estimated	Actual	Estimated	Actual
Planning / Study				
Design				
Contract Advertise/Award				
Construction	On-going		On-going	
Project In Service Date				

PROJECT CRITERIA

Replacement of Facilities/Equipment (New)	X
Expansion of Facilities (Modification)	
Enhance Service to Public	
Regulatory or Commission Mandate	
Reduce Costs	
Generate Revenue	
Health & Safety	
Security / Fire Control	
ADA Compliance	

PROJECT PRIORITY

High		Critical - tied to mandates or safety
Medium	X	Maintain level of service, operational savings
Low		Moderate benefit

SOURCE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Fund Balance/Utility Resv.	\$0	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000	\$375,000
Local Option Gas Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Parks & Rec Trust Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utility Cap Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants / Donations	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000	\$375,000

USE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Planning/Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$0	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000	\$375,000
Furniture/Equipment/Technolo.	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Art (1% of Construction)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Management	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000	\$375,000

Impact on Operating Budget	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Operating	\$0	\$0	\$0	\$0	\$0	\$75,000	\$75,000
Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$75,000	\$75,000



**Capital Improvement Program
Project Information & Financial Plan Form**

Project Title: Water Plant Repairs - Chemical Containment Rehab
Department: Utility
Project #: WT19XX
Project Type: Utility-Improvement
Project G/L #: 403-5000-533-65.02
Project Manager: Juan Guevarez

PROJECT DESCRIPTION	PROJECT PICTURE(S)
Install protective coating on secondary chemical containment slab/structure.	
BUSINESS CASE	
Coat containment area to protect from deterioration and damage due to weather and potential chemical leakage.	

PROJECT SCHEDULE	Start		Completion		PROJECT CRITERIA
	Estimated	Actual	Estimated	Actual	
Planning / Study					Replacement of Facilities/Equipment (New)
Design					Expansion of Facilities (Modification)
Contract Advertise/Award					Enhance Service to Public
Construction	Oct-19		Sep-20		Regulatory or Commission Mandate
Project In Service Date					Reduce Costs
					Generate Revenue
					Health & Safety
					Security / Fire Control
					ADA Compliance
PROJECT PRIORITY	High	X	Critical - tied to mandates or safety		
	Medium		Maintain level of service, operational savings		
	Low		Moderate benefit		

SOURCE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Fund Balance/Utility Resv.	\$0	\$50,000	\$50,000	\$0	\$0	\$0	\$100,000
Local Option Gas Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Parks & Rec Trust Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Rec Program Revenue Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Public Service Debt Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utility Cap Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants / Donations	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$50,000	\$50,000	\$0	\$0	\$0	\$100,000

USE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Planning/Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$0	\$50,000	\$50,000	\$0	\$0	\$0	\$100,000
Furniture/Equipment/Technology	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Art (1% of Construction)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Management	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$50,000	\$50,000	\$0	\$0	\$0	\$100,000

Impact on Operating Budget	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0



**Capital Improvement Program
Project Information & Financial Plan Form**

Project Title:	Perimeter Protection and Surveillance, Entry Notification, Security upgrades	Department:	Utility
Project #:	WTR127	Project Type:	Utility-Improvement
Project G/L #:	403-5000-533-65.02	Project Manager:	Michael Low

PROJECT DESCRIPTION	PROJECT PICTURE(S)
As part of Homeland Security the Utilities sites must have entry deterrents, surveillance, and protective measures to protect the public water supply.	
BUSINESS CASE	
The Business Case Evaluation incorporated the Risk Assessment evaluation and the areas that needed to be improved and secured. Gates and entry systems were installed, technology has changed and some systems were done with the intention that a more permanent installation would occur. Detailed explanations and plans are protected by Homeland Security Act.	

PROJECT SCHEDULE	PROJECT CRITERIA				
	Start		Completion		
	Estimated	Actual	Estimated	Actual	
Planning / Study					Replacement of Facilities/Equipment (New)
Design	Feb-10				Expansion of Facilities (Modification)
Contract Advertise/Award					Enhance Service to Public
Construction	On-going		On-going		Regulatory or Commission Mandate
Project In Service Date					Reduce Costs
					Generate Revenue
					Health & Safety
					Security / Fire Control
					ADA Compliance
PROJECT PRIORITY	High	X	Critical - tied to mandates or safety		
	Medium		Maintain level of service, operational savings		
	Low		Moderate benefit		

SOURCE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Fund Balance/Utility Resv.	\$978,526	\$60,000	\$60,000	\$30,000	\$30,000	\$30,000	\$1,188,526
Local Option Gas Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Parks & Rec Trust Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utility Cap Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants / Donations	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$978,526	\$60,000	\$60,000	\$30,000	\$30,000	\$30,000	\$1,188,526

USE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Planning/Design	\$55,781	\$0	\$0	\$0	\$0	\$0	\$55,781
Construction	\$922,745	\$60,000	\$60,000	\$30,000	\$30,000	\$30,000	\$1,132,745
Furniture/Equipment/Technolo	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Art (1% of Construction)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Management	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$978,526	\$60,000	\$60,000	\$30,000	\$30,000	\$30,000	\$1,188,526

Impact on Operating Budget	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0



**Capital Improvement Program
Project Information & Financial Plan Form**

Project Title: Water Plant Building repairs **Department:** Utility
Project #: WTR008 **Project Type:** Utility-Improvement
Project G/L #: 403-5000-533-65.02 **Project Manager:** Joe Paterniti

PROJECT DESCRIPTION	PROJECT PICTURE(S)
The East and West Water Treatment plants are in need of Air Conditioner replacements. The equipment is necessary to provide a safe and proper working environment for plant personnel and plant equipment.	
BUSINESS CASE A capital investment replacement that must be identified to fund the replacement of this existing equipment that is operating beyond its useful life.	

PROJECT SCHEDULE					PROJECT CRITERIA
	Start		Completion		
	Estimated	Actual	Estimated	Actual	
Planning / Study	Feb-14				Replacement of Facilities/Equipment (New) X
Design					Expansion of Facilities (Modification)
Contract Advertise/Award	Mar-14				Enhance Service to Public
Construction	Ongoing		Ongoing		Regulatory or Commission Mandate
Project In Service Date					Reduce Costs
					Generate Revenue
					Health & Safety X
					Security / Fire Control
					ADA Compliance
PROJECT PRIORITY	High	X	Critical - tied to mandates or safety		
	Medium		Maintain level of service, operational savings		
	Low		Moderate benefit		

SOURCE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Fund Balance/Utility Resv.	\$793,850	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$1,293,850
Local Option Gas Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Parks & Rec Trust Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utility Cap Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants / Donations	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$793,850	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$1,293,850

USE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Planning/Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$793,850	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$1,293,850
Furniture/Equipment/Technolo,	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Art (1% of Construction)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Management	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$793,850	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$1,293,850

Impact on Operating Budget	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0



**Capital Improvement Program
Project Information & Financial Plan Form**

Project Title: Water System Annual R&R **Department:** Utility
Project #: WT1802 **Project Type:** Utility-Improvement
Project G/L #: 403-5000-533-65.01 **Project Manager:** Joe Paterniti

PROJECT DESCRIPTION Pre-chlorinated Pipe Bursting replacing water services and Fire Hydrants.	PROJECT PICTURE(S) 
BUSINESS CASE Renewal and or replacement of aging water distribution infrastructure	

PROJECT SCHEDULE	PROJECT CRITERIA			
	Start		Completion	
	Estimated	Actual	Estimated	Actual
Planning / Study				
Design				
Contract Advertise/Award				
Construction	Oct-18		Ongoing	
Project In Service Date				
PROJECT PRIORITY	High	X	Critical - tied to mandates or safety	
	Medium		Maintain level of service, operational savings	
	Low		Moderate benefit	

SOURCE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Fund Balance/Utility Resv.	\$1,507,381	\$1,000,000	\$3,200,000	\$3,200,000	\$3,200,000	\$3,200,000	\$15,307,381
Local Option Gas Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Parks & Rec Trust Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utility Cap Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants / Donations	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$1,507,381	\$1,000,000	\$3,200,000	\$3,200,000	\$3,200,000	\$3,200,000	\$15,307,381

USE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Planning/Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$1,507,381	\$1,000,000	\$3,200,000	\$3,200,000	\$3,200,000	\$3,200,000	\$15,307,381
Furniture/Equipment/Technolo	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Art (1% of Construction)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Management	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$1,507,381	\$1,000,000	\$3,200,000	\$3,200,000	\$3,200,000	\$3,200,000	\$15,307,381

Impact on Operating Budget	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0



**Capital Improvement Program
Project Information & Financial Plan Form**

Project Title: West WTP - Membrane Cleaning Solution Rehabilitation System
Department: Utility
Project #: WTR
Project Type: Utility-Improvement
Project G/L #: 403-5000-533-65.02
Project Manager: Joe Paterniti

PROJECT DESCRIPTION	Design, procure and install cleaning system	PROJECT PICTURE(S)	
BUSINESS CASE	Water Treatment Membranes require periodic cleaning to maintain peak operational efficiency		

PROJECT SCHEDULE	Start		Completion		PROJECT CRITERIA	
	Estimated	Actual	Estimated	Actual		
Planning / Study					Replacement of Facilities/Equipment (New)	X
Design					Expansion of Facilities (Modification)	
Contract Advertise/Award					Enhance Service to Public	
Construction	Oct-19		Oct-20		Regulatory or Commission Mandate	
Project In Service Date					Reduce Costs	
					Generate Revenue	
					Health & Safety	
					Security / Fire Control	
					ADA Compliance	
PROJECT PRIORITY	High	X	Critical - tied to mandates or safety			
	Medium		Maintain level of service, operational savings			
	Low		Moderate benefit			

SOURCE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Fund Balance/Utility Resv.	\$0	\$100,000	\$0	\$0	\$0	\$0	\$100,000
Local Option Gas Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Parks & Rec Trust Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utility Cap Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants / Donations	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$100,000	\$0	\$0	\$0	\$0	\$100,000

USE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Planning/Design	\$0	\$25,000	\$0	\$0	\$0	\$0	\$25,000
Construction	\$0	\$75,000	\$0	\$0	\$0	\$0	\$75,000
Furniture/Equipment/Technology	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Art (1% of Construction)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Management	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$100,000	\$0	\$0	\$0	\$0	\$100,000

Impact on Operating Budget	Prior Years	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	Project Total
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0



**Capital Improvement Program
Project Information & Financial Plan Form**

Project Title: Water Meter Replacements **Department:** Utility
Project #: WT19XX **Project Type:** Utility-Improvement
Project G/L #: 403-5000-533-65.02 **Project Manager:** Barb Conboy

PROJECT DESCRIPTION Replace meters in-house throughout FY 2019/2020 estimated 3-5 per day, can accomplish within a 12 month period based on full staff. Pricing 1-1/2" meter \$450 each, 2" meter \$610 each, estimate \$420,000 for replacement – spread over 2 budget years.	PROJECT PICTURE(S) 
BUSINESS CASE Water meter replacement for aging meters, life estimate for meters is 25 years, replacement should occur by year 20, vendor has discontinued parts for meter sizes 1 1/2" and 2" estimated 800 meters need replacing.	

PROJECT SCHEDULE	Start				Completion				PROJECT CRITERIA
	Estimated	Actual	Estimated	Actual	Estimated	Actual	Estimated	Actual	
Planning / Study									Replacement of Facilities/Equipment (New) <input checked="" type="checkbox"/>
Design									Expansion of Facilities (Modification) <input type="checkbox"/>
Contract Advertise/Award									Enhance Service to Public <input type="checkbox"/>
Construction	Oct-19		Ongoing						Regulatory or Commission Mandate <input type="checkbox"/>
Project In Service Date									Reduce Costs <input type="checkbox"/>
PROJECT PRIORITY	High								Generate Revenue <input type="checkbox"/>
	Medium	X							Health & Safety <input type="checkbox"/>
	Low								Security / Fire Control <input type="checkbox"/>
									ADA Compliance <input type="checkbox"/>

SOURCE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Fund Balance/Utility Resv.	\$693,196	\$260,000	\$260,000	\$50,000	\$50,000	\$50,000	\$1,363,196
Local Option Gas Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Parks & Rec Trust Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Rec Program Revenue Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Public Service Debt Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utility Cap Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants / Donations	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$693,196	\$260,000	\$260,000	\$50,000	\$50,000	\$50,000	\$1,363,196

USE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Planning/Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Furniture/Equipment/Technology	\$693,196	\$260,000	\$260,000	\$50,000	\$50,000	\$50,000	\$1,363,196
Art (1% of Construction)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Management	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$693,196	\$260,000	\$260,000	\$50,000	\$50,000	\$50,000	\$1,363,196

Impact on Operating Budget	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0



**Capital Improvement Program
Project Information & Financial Plan Form**

Project Title: West - Acid Tank **Department:** Utility
Project #: WT19XX **Project Type:** Utility-Improvement
Project G/L #: 403-5000-533-65.02 **Project Manager:** Christopher Roschek

PROJECT DESCRIPTION Replacement of the acid tank at the West Water Treatment Plant with a new tank.	PROJECT PICTURE(S) 
BUSINESS CASE The acid tank at the West Water Treatment Plant has reached the end of its service life.	

PROJECT SCHEDULE	Start		Completion		PROJECT CRITERIA
	Estimated	Actual	Estimated	Actual	
Planning / Study					Replacement of Facilities/Equipment (New) X
Design					Expansion of Facilities (Modification)
Contract Advertise/Award					Enhance Service to Public X
Construction	Oct-19		Sep-20		Regulatory or Commission Mandate
Project In Service Date					Reduce Costs
					Generate Revenue
					Health & Safety
					Security / Fire Control
					ADA Compliance
PROJECT PRIORITY	High				Critical - tied to mandates or safety
	Medium	X			Maintain level of service, operational savings
	Low				Moderate benefit

SOURCE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Fund Balance/Utility Resv.	\$0	\$100,000	\$0	\$0	\$0	\$0	\$100,000
Local Option Gas Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Parks & Rec Trust Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Rec Program Revenue Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Public Service Debt Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utility Cap Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants / Donations	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$100,000	\$0	\$0	\$0	\$0	\$100,000

USE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Planning/Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Furniture/Equipment/Technolo.	\$0	\$100,000	\$0	\$0	\$0	\$0	\$100,000
Art (1% of Construction)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Management	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$100,000	\$0	\$0	\$0	\$0	\$100,000

Impact on Operating Budget	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0



**Capital Improvement Program
Project Information & Financial Plan Form**

Project Title: West -Electrical - Major Update **Department:** Utility
Project #: WT19XX **Project Type:** Utility-Improvement
Project G/L #: 403-5000-533-65.02 **Project Manager:** Michael Low

PROJECT DESCRIPTION The project will replace all existing switchgears, transformers, and motor control centers. Also where necessary variable frequency drives. In addition, one of the existing stand-by generators is also at the end of life and needs replacement with a unit that will meet modern environmental standards.	PROJECT PICTURE(S) 
BUSINESS CASE The West Plant electrical reticulation system has reached the end of its useful life and needs replacement. The current system employs higher voltage than can be safely worked on by our personnel and needs to be replaced based upon current regulations.	

PROJECT SCHEDULE	Start		Completion		PROJECT CRITERIA
	Estimated	Actual	Estimated	Actual	
Planning / Study					Replacement of Facilities/Equipment (New) X
Design	Oct-19				Expansion of Facilities (Modification)
Contract Advertise/Award	Oct-20		Sep-19		Enhance Service to Public
Construction					Regulatory or Commission Mandate
Project In Service Date					Reduce Costs
					Generate Revenue
					Health & Safety
					Security / Fire Control
					ADA Compliance
PROJECT PRIORITY	High	X	Critical - tied to mandates or safety		
	Medium		Maintain level of service, operational savings		
	Low		Moderate benefit		

SOURCE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Fund Balance/Utility Resv.	\$0	\$750,000	\$2,500,000	\$2,500,000	\$0	\$0	\$5,750,000
Local Option Gas Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Parks & Rec Trust Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Rec Program Revenue Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Public Service Debt Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utility Cap Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants / Donations	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$750,000	\$2,500,000	\$2,500,000	\$0	\$0	\$5,750,000

USE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Planning/Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$0	\$750,000	\$2,500,000	\$2,500,000	\$0	\$0	\$5,750,000
Furniture/Equipment/Technolo	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Art (1% of Construction)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Management	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$750,000	\$2,500,000	\$2,500,000	\$0	\$0	\$5,750,000

Impact on Operating Budget	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0



**Capital Improvement Program
Project Information & Financial Plan Form**

Project Title: Fluoride System Upgrade **Department:** Utility
Project #: WT19XX **Project Type:** Utility-Improvement
Project G/L #: 403-5000-533-65.02 **Project Manager:** Christopher Roschek

PROJECT DESCRIPTION	PROJECT PICTURE(S)
Replace former fluoridation equipment at the East and West Water Treatment Plants that have been taken off line	
BUSINESS CASE	
Installation of new fluoride systems at the East and West Water Treatment Plants. Utilities has applied for a grant from the Florida Department of Health.	

PROJECT SCHEDULE		PROJECT CRITERIA		
Planning / Study Design Contract Advertise/Award Construction Project In Service Date	Start	Completion		
	Estimated	Actual	Estimated	Actual
	Oct-19		Sep-20	
PROJECT PRIORITY	High		Critical - tied to mandates or safety	
	Medium	X	Maintain level of service, operational savings	
	Low		Moderate benefit	
			Replacement of Facilities/Equipment (New)	X
			Expansion of Facilities (Modification)	
			Enhance Service to Public	X
			Regulatory or Commission Mandate	
			Reduce Costs	
			Generate Revenue	
			Health & Safety	
			Security / Fire Control	
			ADA Compliance	

SOURCE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Fund Balance/Utility Resv.	\$0	\$500,000	\$0	\$0	\$0	\$0	\$500,000
Local Option Gas Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Parks & Rec Trust Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Rec Program Revenue Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Public Service Debt Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utility Cap Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants / Donations	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$500,000	\$0	\$0	\$0	\$0	\$500,000

USE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Planning/Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Furniture/Equipment/Technolo	\$0	\$500,000	\$0	\$0	\$0	\$0	\$500,000
Art (1% of Construction)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Management	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$500,000	\$0	\$0	\$0	\$0	\$500,000

Impact on Operating Budget	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0



**Capital Improvement Program
Project Information & Financial Plan Form**

Project Title: Replace Laboratory Equipment Department: Utility
 Project #: WTR103 Project Type: Utility-Improvement
 Project G/L #: 403-5000-533-65.02 Project Manager: Joe Paterniti

PROJECT DESCRIPTION Replacement of time expired specialty analytical equipment such as atomic adsorption spectrophotometers and gas chromatographs.	PROJECT PICTURE(S) 
BUSINESS CASE The laboratory utilizes a variety of complex analytical equipment for our routine monitoring of the drinking water. Funding is used on an as needed basis to replace instruments that have become too costly to maintain.	

PROJECT SCHEDULE	Start		Completion		PROJECT CRITERIA
	Estimated	Actual	Estimated	Actual	
Planning / Study					Replacement of Facilities/Equipment (Ne X
Design					Expansion of Facilities (Modification)
Contract Advertise/Award					Enhance Service to Public
Construction					Regulatory or Commission Mandate
Project In Service Date		Ongoing			Reduce Costs
					Generate Revenue
					Health & Safety
					Security / Fire Control
					ADA Compliance

PROJECT PRIORITY	High	Medium	Low
		X	
	Critical - tied to mandates or safety	Maintain level of service, operational savings	Moderate benefit

SOURCE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Fund Balance/Utility Resv.	\$348,808	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$598,808
Local Option Gas Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Parks & Rec Trust Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utility Cap Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants / Donations	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$348,808	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$598,808

USE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Planning/Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Furniture/Equipment/Technolo;	\$348,808	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$598,808
Art (1% of Construction)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Management	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$348,808	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$598,808

Impact on Operating Budget	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0



**Capital Improvement Program
Project Information & Financial Plan Form**

Project Title:	Laboratory Information Management System	Department:	Utility
Project #:	WT19XX	Project Type:	Utility-Improvement
Project G/L #:	403-5000-533-65.02	Project Manager:	Juan Guevarez

PROJECT DESCRIPTION The project will implement the use of a Laboratory Information Management System where all results are kept at a centralized location and data is secured and auditable.	PROJECT PICTURE(S) 
BUSINESS CASE Boynton Beach utility laboratory is in urgent need to better manage the 25k a year testing results it performs to safe guard the health and safety of the customers and employees of the utility. Currently the data is kept in individual spreadsheets and it is very difficult to prepare reports and identify important trends. In addition, laboratory certification requires that the data be kept secure and that changes are auditable.	

PROJECT SCHEDULE	Start				Completion				PROJECT CRITERIA
	Estimated	Actual	Estimated	Actual	Estimated	Actual	Estimated	Actual	
Planning / Study									Replacement of Facilities/Equipment (New)
Design									Expansion of Facilities (Modification)
Contract Advertise/Award									Enhance Service to Public
Construction	Oct-19		Sep-20						Regulatory or Commission Mandate
Project In Service Date									Reduce Costs
									Generate Revenue
									Health & Safety
									Security / Fire Control
									ADA Compliance
PROJECT PRIORITY	High	X	Critical - tied to mandates or safety						
	Medium		Maintain level of service, operational savings						
	Low		Moderate benefit						

SOURCE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Fund Balance/Utility Resv.	\$0	\$110,000	\$0	\$0	\$0	\$0	\$110,000
Local Option Gas Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Parks & Rec Trust Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Rec Program Revenue Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Public Service Debt Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utility Cap Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants / Donations	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$110,000	\$0	\$0	\$0	\$0	\$110,000

USE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Planning/Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Furniture/Equipment/Technolo.	\$0	\$110,000	\$0	\$0	\$0	\$0	\$110,000
Art (1% of Construction)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Management	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$110,000	\$0	\$0	\$0	\$0	\$110,000

Impact on Operating Budget	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0



**Capital Improvement Program
Project Information & Financial Plan Form**

Project Title: Replace 1/10 of system or approximately 14 station pumps at satellite stations

Department: Utility

Project #: SWR075

Project Type: Utility-Improvement

Project G/L #: 403-5000-535-65.04

Project Manager: Joe Paterniti

PROJECT DESCRIPTION Replacement program for the lift station pumps.	PROJECT PICTURE(S) 
BUSINESS CASE Our lift station pumps have a life expectancy of around 10 years. This program provides funds to replace approximately 10% of the station pumps on an annual basis.	

PROJECT SCHEDULE	Start		Completion		PROJECT CRITERIA
	Estimated	Actual	Estimated	Actual	
Planning / Study					Replacement of Facilities/Equipment (New) X
Design					Expansion of Facilities (Modification)
Contract Advertise/Award					Enhance Service to Public
Construction					Regulatory or Commission Mandate
Project In Service Date		ongoing			Reduce Costs
					Generate Revenue
					Health & Safety
					Security / Fire Control
					ADA Compliance
PROJECT PRIORITY	High				Critical - tied to mandates or safety
	Medium		x		Maintain level of service, operational savings
	Low				Moderate benefit

SOURCE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Fund Balance/Utility Resv.	\$2,007,929	\$130,000	\$130,000	\$130,000	\$130,000	\$130,000	\$2,657,929
Local Option Gas Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Parks & Rec Trust Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Rec Program Revenue Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Public Service Debt Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utility Cap Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants / Donations	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$2,007,929	\$130,000	\$130,000	\$130,000	\$130,000	\$130,000	\$2,657,929

USE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Planning/Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Furniture/Equipment/Technolo.	\$2,007,929	\$130,000	\$130,000	\$130,000	\$130,000	\$130,000	\$2,657,929
Art (1% of Construction)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Management	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$2,007,929	\$130,000	\$130,000	\$130,000	\$130,000	\$130,000	\$2,657,929

Impact on Operating Budget	Prior Years	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	Project Total
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0



**Capital Improvement Program
Project Information & Financial Plan Form**

Project Title: Force Main Valves Department: Utility
 Project #: SW1701 Project Type: Utility-Improvement
 Project G/L #: 403-5000-535-65.04 Project Manager: Joe Paterniti

PROJECT DESCRIPTION	Install valves on the 20" and 36" segments of the existing force main to allow operational flexibility to divert wastewater flow to the Regional Force Main in the eastern part of the City south to the SCRWWTP. Install air release valves as needed on canal crossings and other high points.	PROJECT PICTURE(S)	
BUSINESS CASE	The existing force main on Congress Avenue to the South Central Regional Wastewater Treatment Plant (SCRWWTP) is aging and lacks an adequate number of valves to divert wastewater flow in the event of an emergency and/or force main break.		

PROJECT SCHEDULE	Start		Completion		PROJECT CRITERIA
	Estimated	Actual	Estimated	Actual	
Planning / Study	Nov-15				Replacement of Facilities/Equipment (New)
Design					Expansion of Facilities (Modification)
Contract Advertise/Award					Enhance Service to Public
Construction	Oct-16		Ongoing		Regulatory or Commission Mandate
Project In Service Date	Sep-17				Reduce Costs
					Generate Revenue
					Health & Safety
					Security / Fire Control
					ADA Complaince

PROJECT PRIORITY	High	Medium	Low
	X		

SOURCE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Fund Balance/Utility Resv.	\$0	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000	\$150,000
Local Option Gas Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Parks & Rec Trust Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Rec Program Revenue Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Public Service Debt Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utility Cap Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants / Donations	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000	\$150,000

USE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Planning/Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$0	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000	\$150,000
Furniture/Equipment/Technolo	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Art (1% of Construction)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Management	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000	\$150,000

Impact on Operating Budget	Prior Years	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	Project Total
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0



**Capital Improvement Program
Project Information & Financial Plan Form**

Project Title: Congress Avenue FM Valves and Air Release Valves
Department: Utility
Project #: SW19XX
Project Type: Utility-Sewer
Project G/L #: 403-5016-535-64.04
Project Manager: Christopher Roschek

PROJECT DESCRIPTION	Install valves on the 20" and 36" segments of the existing force main to allow operational flexibility to divert wastewater flow to the Regional Force Main in the eastern part of the City south to the SCRWWTP	PROJECT PICTURE(S)	
BUSINESS CASE	The existing force main on Congress Avenue to the South Central Regional Wastewater Treatment Plant (SCRWWTP) is aging and lacks an adequate number of valves to divert wastewater flow in the event of an emergency and/or force main break.		

PROJECT SCHEDULE	Start				Completion				PROJECT CRITERIA
	Estimated	Actual	Estimated	Actual	Estimated	Actual	Estimated	Actual	
Planning / Study									Replacement of Facilities/Equipment (New)
Design									Expansion of Facilities (Modification)
Contract Advertise/Award									Enhance Service to Public
Construction	Oct-19		Sep-20						Regulatory or Commission Mandate
Project In Service Date									Reduce Costs
									Generate Revenue
									Health & Safety
									Security / Fire Control
									ADA Compliance
PROJECT PRIORITY	High	X							
	Medium								
	Low								

SOURCE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Fund Balance/Utility Resv.	\$0	\$700,000	\$0	\$0	\$0	\$0	\$700,000
Local Option Gas Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Parks & Rec Trust Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Rec Program Revenue Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Public Service Debt Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utility Cap Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants / Donations	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$700,000	\$0	\$0	\$0	\$0	\$700,000

USE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Planning/Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$0	\$700,000	\$0	\$0	\$0	\$0	\$700,000
Furniture/Equipment/Technolo	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Art (1% of Construction)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Management	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$700,000	\$0	\$0	\$0	\$0	\$700,000

Impact on Operating Budget	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0



**Capital Improvement Program
Project Information & Financial Plan Form**

Project Title: Manhole Renewal and Replacement through the wastewater System
Department: Utility
Project #: SWR059
Project Type: Utility-Improvement
Project G/L #: 403-5010-535-65.04
Project Manager: Joe Paterniti

PROJECT DESCRIPTION	PROJECT PICTURE(S)
Renewal and Replacement of manholes throughout the system, includes, sealing, relining, restructuring bricks, or correcting settlement issues. Manholes are typically in roadways and are constantly driven over, etc. Renewal and replacement insures that the wastewater system minimizes inflow and infiltration. Pipe connections need to be maintained etc. The Phase V portion needs to be completed to complete the system improvements.	
BUSINESS CASE	
Recognized in the Business Case Evaluation in 2006 that this is a required renewal and replacement program. With the concentration on the inflow and infiltration program the manhole rehabilitation is currently being monitored and taken care of during that program, once that program winds down the renewal and replacement expenditures will be reduced to a lower level thus noted in 2013/2014.	

PROJECT SCHEDULE	Start		Completion		PROJECT CRITERIA
	Estimated	Actual	Estimated	Actual	
Planning / Study				complete	Replacement of Facilities/Equipment (New) X
Design				complete	Expansion of Facilities (Modification) X
Contract Advertise/Award					Enhance Service to Public X
Construction	on-going				Regulatory or Commission Mandate
Project In Service Date					Reduce Costs
					Generate Revenue
					Health & Safety X
PROJECT PRIORITY	High	X	Critical - tied to mandates or safety		Security / Fire Control
	Medium		Maintain level of service, operational savings		ADA Compliance
	Low		Moderate benefit		

SOURCE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Fund Balance/Utility Resv.	\$0	\$175,000	\$175,000	\$175,000	\$175,000	\$175,000	\$875,000
Local Option Gas Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Parks & Rec Trust Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Rec Program Revenue Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Public Service Debt Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utility Cap Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt	\$2,270,964	\$0	\$0	\$0	\$0	\$0	\$2,270,964
Grants / Donations	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$2,270,964	\$175,000	\$175,000	\$175,000	\$175,000	\$175,000	\$3,145,964

USE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Planning/Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$2,270,964	\$175,000	\$175,000	\$175,000	\$175,000	\$175,000	\$3,145,964
Furniture/Equipment/Technology	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Art (1% of Construction)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Management	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$2,270,964	\$175,000	\$175,000	\$175,000	\$175,000	\$175,000	\$3,145,964

Impact on Operating Budget	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0



**Capital Improvement Program
Project Information & Financial Plan Form**

Project Title:	Pressure Sewer Renewal & Replacement in wastewater	Department:	Utility
Project #:	SWR064	Project Type:	Utility-Improvement
Project G/L #:	403-5000-535-65.04	Project Manager:	Joe Paterniti

PROJECT DESCRIPTION

Renewal and replacement of wastewater gravity pipes throughout the system. This work will consist of pipelining the existing pipe to minimize infiltration and damaged pipe. The repairs will allow us to maintain a functioning collection system without interruption caused by line failures. Phase V portion needs to be completed to finalize the larger project of sealing up the wastewater system. (Gravity & Pressure Sewer)

BUSINESS CASE

Recognized in the Business Case Evaluation in 2006 that this is a required renewal and replacement program. The concentration is on the Inflow and Infiltration program, once completed, expenditures will reduce to a lower level.

PROJECT PICTURE(S)



PROJECT SCHEDULE

	Start		Completion	
	Estimated	Actual	Estimated	Actual
Planning / Study				
Design				
Contract Advertise/Award	Feb-14			
Construction	Apr-14		Ongoing	
Project In Service Date				

PROJECT CRITERIA

Replacement of Facilities/Equipment (New)	x
Expansion of Facilities (Modification)	
Enhance Service to Public	x
Regulatory or Commission Mandate	
Reduce Costs	x
Generate Revenue	
Health & Safety	x
Security / Fire Control	
ADA Compliance	

PROJECT PRIORITY

High	x	Critical - tied to mandates or safety
Medium		Maintain level of service, operational savings
Low		Moderate benefit

SOURCE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Fund Balance/Utility Resv.	\$8,394,210	\$50,000	\$350,000	\$350,000	\$350,000	\$350,000	\$9,844,210
Local Option Gas Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Parks & Rec Trust Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Rec Program Revenue Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Public Service Debt Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utility Cap Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants / Donations	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$8,394,210	\$50,000	\$350,000	\$350,000	\$350,000	\$350,000	\$9,844,210

USE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Planning/Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$8,394,210	\$50,000	\$350,000	\$350,000	\$350,000	\$350,000	\$9,844,210
Furniture/Equipment/Technolo.	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Art (1% of Construction)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Management	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$8,394,210	\$50,000	\$350,000	\$350,000	\$350,000	\$350,000	\$9,844,210

Impact on Operating Budget	Prior Years	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	Project Total
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0



**Capital Improvement Program
Project Information & Financial Plan Form**

Project Title: LS Control Panel R&R **Department:** Utility
Project #: SW19XX **Project Type:** Utility-Sewer
Project G/L #: 403-5000-535-64.04 **Project Manager:** Christopher Roschek

PROJECT DESCRIPTION Replace components and panels at wastewater lift stations throughout the Utility Service Area.	PROJECT PICTURE(S) 
BUSINESS CASE Renewal and replacement of lift station control panels as the equipment reaches the end of its service life.	

PROJECT SCHEDULE	Start		Completion		PROJECT CRITERIA
	Estimated	Actual	Estimated	Actual	
Planning / Study					Replacement of Facilities/Equipment (New) X
Design					Expansion of Facilities (Modification)
Contract Advertise/Award					Enhance Service to Public X
Construction	Oct-19		Ongoing		Regulatory or Commission Mandate
Project In Service Date					Reduce Costs
					Generate Revenue
					Health & Safety
					Security / Fire Control
					ADA Compliance

PROJECT PRIORITY	High	Critical - tied to mandates or safety
	Medium	X Maintain level of service, operational savings
	Low	Moderate benefit

SOURCE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Fund Balance/Utility Resv.	\$0	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000	\$1,500,000
Local Option Gas Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Parks & Rec Trust Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Rec Program Revenue Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Public Service Debt Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utility Cap Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants / Donations	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000	\$1,500,000

USE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Planning/Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Furniture/Equipment/Technology	\$0	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000	\$1,500,000
Art (1% of Construction)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Management	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000	\$1,500,000

Impact on Operating Budget	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0



**Capital Improvement Program
Project Information & Financial Plan Form**

Project Title: Large Meter Replacements - wastewater for bulk customers
Department: Utility
Project #: SWR109
Project Type: Utility-Improvement
Project G/L #: 403-5000-535-63.12
Project Manager: Joe Paterniti

PROJECT DESCRIPTION	PROJECT PICTURE(S)
Planned renewal and replacement of large wastewater meters for bulk customers that include, Town of Gulfstream, Briney Breezes, Little Club.	
BUSINESS CASE	
Renewal and replacement of system	

PROJECT SCHEDULE	Start				Completion				PROJECT CRITERIA	
	Estimated	Actual	Estimated	Actual	Estimated	Actual	Estimated	Actual		
Planning / Study									Replacement of Facilities/Equipment (New)	x
Design									Expansion of Facilities (Modification)	
Contract Advertise/Award									Enhance Service to Public	x
Construction	on-going								Regulatory or Commission Mandate	
Project In Service Date									Reduce Costs	
									Generate Revenue	
PROJECT PRIORITY	High	X	Critical - tied to mandates or safety							
	Medium		Maintain level of service, operational savings							
	Low		Moderate benefit							
									Health & Safety	x
									Security / Fire Control	
									ADA Compliance	

SOURCE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Fund Balance/Utility Resv.	\$42,049	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$117,049
Local Option Gas Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Parks & Rec Trust Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Rec Program Revenue Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Public Service Debt Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utility Cap Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants / Donations	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$42,049	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$117,049

USE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Planning/Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Furniture & Equipment	\$42,049	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$117,049
Art (1% of Construction)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Management	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$42,049	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$117,049

Impact on Operating Budget	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0



**Capital Improvement Program
Project Information & Financial Plan Form**

Project Title: New emergency stationary generators or pumps
Department: Utility
Project #: SWR108/111
Project Type: Utility-Improvement
Project G/L #: 403-5000-535-65.04
Project Manager: Joe Paterniti

PROJECT DESCRIPTION	Additional or replacement stand-by generators or pumps to be placed at lift stations with minimal storage capacity for use during periods of power outage.	PROJECT PICTURE(S)
BUSINESS CASE		
The utility is mandated to minimize the risk of a sanitary sewer overflow at all times. These pumps and/or generators are used during periods of electrical power outage to enable stations to continue to operate. This is an ongoing operation as generators have to be replaced after a period.		

PROJECT SCHEDULE	PROJECT CRITERIA			
	Start		Completion	
	Estimated	Actual	Estimated	Actual
Planning / Study				
Design				
Contract Advertise/Award				
Construction				
Project In Service Date	Oct-13			
PROJECT PRIORITY	High	X	Critical - tied to mandates or safety	
	Medium		Maintain level of service, operational savings	
	Low		Moderate benefit	

SOURCE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Fund Balance/Utility Resv.	\$1,070,140	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000	\$2,570,140
Local Option Gas Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Parks & Rec Trust Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Rec Program Revenue Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Public Service Debt Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utility Cap Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants / Donations	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$1,070,140	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000	\$2,570,140

USE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Planning/Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Furniture/Equipment/Technolo	\$1,070,140	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000	\$2,570,140
Art (1% of Construction)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Management	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$1,070,140	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000	\$2,570,140

Impact on Operating Budget	Prior Years	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	Project Total
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0



**Capital Improvement Program
Project Information & Financial Plan Form**

Project Title: Beach Plant Replacement **Department:** Utility
Project #: SW1602 **Project Type:** Utility-Improvement
Project G/L #: 403-5000-535-65.04 **Project Manager:** Michael Low

PROJECT DESCRIPTION	PROJECT PICTURE(S)
The project will replace the current plant with a modern, highly efficient plant along with other park improvements to utilize the treated water on-site for irrigation. The project has received a \$300,000 grant from the State of Florida and this is the City's funding portion for the project.	
BUSINESS CASE	
The plant has reached the end of its life cycle and has had numerous permit exceedances affecting the use of the park.	

PROJECT SCHEDULE					PROJECT CRITERIA
	Start		Completion		Objective Replacement of Facilities X Expansion of Facilities Enhance Service to Public Regulatory or Commission Mandate Reduce Costs Generate Revenue Health & Safety Security / Fire Control
	Estimated	Actual	Estimated	Actual	
	Oct-15		Sep-20		
	Planning / Study				
	Design				
Contract Advertise/Award					
Construction					
Project In Service Date		Ongoing			
PROJECT PRIORITY	High	X	Critical - tied to mandates or safety		
	Medium		Maintain level of service, operational savings		
	Low		Moderate benefit		

SOURCE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Fund Balance/Utility Resv.	\$35,047	\$500,000	\$0	\$0	\$0	\$0	\$535,047
Local Option Gas Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Parks & Rec Trust Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Rec Program Revenue Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Public Service Debt Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utility Cap Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants / Donations	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$35,047	\$500,000	\$0	\$0	\$0	\$0	\$535,047

USE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Planning/Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$35,047	\$500,000	\$0	\$0	\$0	\$0	\$535,047
Furniture & Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Art (1% of Construction)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Management	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$35,047	\$500,000	\$0	\$0	\$0	\$0	\$535,047

Impact on Operating Budget	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$12,000	\$0	\$0	\$0	\$12,000
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$12,000	\$0	\$0	\$0	\$12,000



**Capital Improvement Program
Project Information & Financial Plan Form**

Project Title:	Lift Station Communication Upgrade	Department:	Utility
Project #:	SW1901	Project Type:	Utility-Sewer
Project G/L #:	403-5000-535-65.04	Project Manager:	Michael Low

PROJECT DESCRIPTION	
This project is a multi year effort to upgrade out telemetry systems from the remote pumping stations	
BUSINESS CASE	
Prompt and accurate communication with the lift stations is essential to prevent unnecessary sanitary sewer overflows which are detrimental to the environment and our customers.	

DISTRICT	3	all
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PROJECT SCHEDULE	Start		Completion		PROJECT CRITERIA
	Estimated	Actual	Estimated	Actual	
Planning / Study					Replacement of Facilities/Equipment (New)
Design	Oct-16		Mar-17		Expansion of Facilities (Modification)
Contract Advertise/Award					Enhance Service to Public
Construction	Jun-17		Sep-21		Regulatory or Commission Mandate
Project In Service Date					Reduce Costs
					Generate Revenue
					Health & Safety
					Security / Fire Control
					ADA Compliance
PROJECT PRIORITY	High				Critical - tied to mandates or safety
	Medium	*			Maintain level of service, operational savings
	Low				Moderate benefit

SOURCE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Fund Balance/Utility Resv.	\$66,815	\$750,000	\$750,000	\$40,000	\$40,000	\$40,000	\$1,686,815
Local Option Gas Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Parks & Rec Trust Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Rec Program Revenue Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Public Service Debt Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utility Cap Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants / Donations	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$66,815	\$750,000	\$750,000	\$40,000	\$40,000	\$40,000	\$1,686,815

USE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Planning/Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction*	\$66,815	\$750,000	\$750,000	\$40,000	\$40,000	\$40,000	\$1,686,815
Furniture/Equipment/Technology	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Art (1% of Construction)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Management	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$66,815	\$750,000	\$750,000	\$40,000	\$40,000	\$40,000	\$1,686,815

Impact on Operating Budget	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0



**Capital Improvement Program
Project Information & Financial Plan Form**

Project Title: Odor Control Department: Utility

Project #: SWR Project Type: Utility-Improvement

Project G/L #: 403-5000-535-65.04 Project Manager: Joe Paterniti

PROJECT DESCRIPTION	Repacking Bio Material in existing Bio-Filters at Master Lift Stations	PROJECT PICTURE(S)
BUSINESS CASE		
Master lift stations pump raw sewage to wastewater treatment plant. Odor may emanate from pumping stations		

PROJECT SCHEDULE	Start				Completion				PROJECT CRITERIA
	Estimated	Actual	Estimated	Actual	Estimated	Actual	Estimated	Actual	
Planning / Study									Replacement of Facilities/Equipment (New) <input checked="" type="checkbox"/>
Design									Expansion of Facilities (Modification) <input type="checkbox"/>
Contract Advertise/Award									Enhance Service to Public <input type="checkbox"/>
Construction	Oct-17		Feb-19						Regulatory or Commission Mandate <input type="checkbox"/>
Project In Service Date									Reduce Costs <input type="checkbox"/>
									Generate Revenue <input type="checkbox"/>
									Health & Safety <input type="checkbox"/>
									Security / Fire Control <input type="checkbox"/>
									ADA Compliance <input type="checkbox"/>
PROJECT PRIORITY	High	<input checked="" type="checkbox"/>	Critical - tied to mandates or safety						
	Medium	<input type="checkbox"/>	Maintain level of service, operational savings						
	Low	<input type="checkbox"/>	Moderate benefit						

SOURCE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Fund Balance/Utility Resv.	\$0	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$125,000
Local Option Gas Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Parks & Rec Trust Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Rec Program Revenue Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Public Service Debt Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utility Cap Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants / Donations	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$125,000

USE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Planning/Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Furniture/Equipment/Technolo	\$0	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$125,000
Art (1% of Construction)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Management	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$125,000

Impact on Operating Budget	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0



**Capital Improvement Program
Project Information & Financial Plan Form**

Project Title: FM from MLS 319 to MLS 317 **Department:** Utility
Project #: SWR **Project Type:** Utility-Improvement
Project G/L #: 403-5000-535-65.04 **Project Manager:** Michael Low

PROJECT DESCRIPTION	
Study and hydraulic modeling to determine the preferred alternative for redirecting the flow, then design, permitting and construction of the improvements.	
BUSINESS CASE	Reduce wastewater flow loading on Master LS 317 by redirecting the force main from Master LS 319.

PROJECT SCHEDULE					PROJECT CRITERIA
	Start		Completion		Replacement of Facilities/Equipment (New) <input checked="" type="checkbox"/> X Expansion of Facilities (Modification) Enhance Service to Public Regulatory or Commission Mandate Reduce Costs Generate Revenue Health & Safety Security / Fire Control ADA Compliance
	Estimated	Actual	Estimated	Actual	
	Planning / Study Design Contract Advertise/Award Construction Project In Service Date	Oct-19		Oct-20	

PROJECT PRIORITY	High	Medium	Low	
		X		Critical - tied to mandates or safety
				Maintain level of service, operational savings
				Moderate benefit

SOURCE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Fund Balance/Utility Resv.	\$0	\$400,000	\$300,000	\$1,500,000	\$1,500,000	\$0	\$3,700,000
Local Option Gas Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Parks & Rec Trust Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Rec Program Revenue Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Public Service Debt Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utility Cap Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants / Donations	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$400,000	\$300,000	\$1,500,000	\$1,500,000	\$0	\$3,700,000

USE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Planning/Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Furniture/Equipment/Technolo	\$0	\$400,000	\$300,000	\$1,500,000	\$1,500,000	\$0	\$3,700,000
Art (1% of Construction)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Management	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$400,000	\$300,000	\$1,500,000	\$1,500,000	\$0	\$3,700,000

Impact on Operating Budget	Prior Years	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	Project Total
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0



**Capital Improvement Program
Project Information & Financial Plan Form**

Project Title: Sewer System Pipes Ann R&R **Department:** Utility
Project #: SWR **Project Type:** Utility-Improvement
Project G/L #: 403-5000-535-65.04 **Project Manager:** Joe Paterniti

PROJECT DESCRIPTION Pipe televising and lining of gravity sanitary sewer pipes and manholes.	PROJECT PICTURE(S) 
BUSINESS CASE Renewal and or replacement of ageing infrastructure.	

PROJECT SCHEDULE	PROJECT CRITERIA				
	Start		Completion		Replacement of Facilities/Equipment (New) Expansion of Facilities (Modification) Enhance Service to Public Regulatory or Commission Mandate Reduce Costs Generate Revenue Health & Safety Security / Fire Control ADA Compliance
	Estimated	Actual	Estimated	Actual	
Planning / Study					
Design					
Contract Advertise/Award					X
Construction					
Project In Service Date		Ongoing			
PROJECT PRIORITY	High	X	Critical - tied to mandates or safety		
	Medium		Maintain level of service, operational savings		
	Low		Moderate benefit		

SOURCE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Fund Balance/Utility Resv.	\$546,047	\$1,150,000	\$1,150,000	\$2,150,000	\$2,150,000	\$2,150,000	\$9,296,047
Local Option Gas Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Parks & Rec Trust Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Rec Program Revenue Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Public Service Debt Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utility Cap Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants / Donations	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$546,047	\$1,150,000	\$1,150,000	\$2,150,000	\$2,150,000	\$2,150,000	\$9,296,047

USE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Planning/Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Furniture/Equipment/Technolo	\$546,047	\$1,150,000	\$1,150,000	\$2,150,000	\$2,150,000	\$2,150,000	\$9,296,047
Art (1% of Construction)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Management	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$546,047	\$1,150,000	\$1,150,000	\$2,150,000	\$2,150,000	\$2,150,000	\$9,296,047

Impact on Operating Budget	Prior Years	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	Project Total
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0



**Capital Improvement Program
Project Information & Financial Plan Form**

Project Title: Stormwater System rehabilitation through the entire City system
Department: Utility
Project #: STM031
Project Type: Utility-Improvement
Project G/L #: 403-5000-538-65.09
Project Manager: Joe Paterniti

PROJECT DESCRIPTION The Stormwater system exists within the City limits. Many retention ponds, pump stations, culverts, drainage lines, swale systems exist throughout the City to meet stormwater treatment and disposal regulations. These systems need updating, renewal and replacement.	PROJECT PICTURE(S) 
BUSINESS CASE The renewal and replacement of the stormwater system was recognized in the 2006 Business Case Evaluation as a necessary practice to keep the stormwater system in good condition to meet the holding, treatment, and disposal requirements that are imposed. It is noted that the CIP does not, nor does the operating budget fund and repairs, renewal and replacement on private stormwater systems.	

PROJECT SCHEDULE	Start				Completion				PROJECT CRITERIA
	Estimated	Actual	Estimated	Actual	Estimated	Actual	Estimated	Actual	
Planning / Study									Replacement of Facilities/Equipment (New) X
Design									Expansion of Facilities (Modification)
Contract Advertise/Award									Enhance Service to Public
Construction									Regulatory or Commission Mandate X
Project In Service Date	on-going								Reduce Costs
									Generate Revenue
									Health & Safety X
									Security / Fire Control
									ADA Compliance
PROJECT PRIORITY	High	X	Critical - tied to mandates or safety						
	Medium		Maintain level of service, operational savings						
	Low		Moderate benefit						

SOURCE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Fund Balance/Utility Resv.	\$373,134	\$750,000	\$750,000	\$750,000	\$750,000	\$750,000	\$4,123,134
Local Option Gas Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Parks & Rec Trust Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Rec Program Revenue Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Public Service Debt Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utility Cap Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants / Donations	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$373,134	\$750,000	\$750,000	\$750,000	\$750,000	\$750,000	\$4,123,134

USE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Planning/Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$373,134	\$750,000	\$750,000	\$750,000	\$750,000	\$750,000	\$4,123,134
Furniture/Equipment/Technology	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Art (1% of Construction)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Management	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$373,134	\$750,000	\$750,000	\$750,000	\$750,000	\$750,000	\$4,123,134

Impact on Operating Budget	Prior Years	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	Project Total
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0



**Capital Improvement Program
Project Information & Financial Plan Form**

Project Title: Update base map/aerial photogrammetry read for CADD - water and sewer

Department: Utility

Project #: US1701

Project Type: Utility-Improvement

Project G/L #: 403-5000-536-31.90

Project Manager: Chris Roschek

PROJECT DESCRIPTION	PROJECT PICTURE(S)
Conversion of electronic as-built drawings for development projects from their current file structure to AutoCAD and GIS. This work includes adjusting coordinates to the standard coordinate system; separating water, sewer, stormwater, and reclaimed water utilities; moving data to the standard layers; recording attribute data; and placing standard symbols for valves, fittings, etc.	
BUSINESS CASE	
This on-going project is critical to maintain accurate maps and to track assets in the field for all water, wastewater, stormwater, and reclaimed water utilities located within the Utilities Department's service area.	

PROJECT SCHEDULE					PROJECT CRITERIA
	Start		Completion		
	Estimated	Actual	Estimated	Actual	
Planning / Study	Oct-13		Oct-14		Replacement of Facilities/Equipment (New)
Design					Expansion of Facilities (Modification)
Contract Advertise/Award					Enhance Service to Public
Construction					Regulatory or Commission Mandate
Project In Service Date			Oct-20		Reduce Costs
					Generate Revenue
					Health & Safety
					Security / Fire Control
					ADA Compliance
PROJECT PRIORITY	High	X	Critical - tied to mandates or safety		
	Medium		Maintain level of service, operational savings		
	Low		Moderate benefit		

SOURCE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Fund Balance/Utility Resv.	\$324,690	\$200,000	\$200,000	\$200,000	\$0	\$0	\$924,690
Local Option Gas Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Parks & Rec Trust Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Rec Program Revenue Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Public Service Debt Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utility Cap Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants / Donations	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$324,690	\$200,000	\$200,000	\$200,000	\$0	\$0	\$924,690

USE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Planning/Design	\$324,690	\$200,000	\$200,000	\$200,000	\$0	\$0	\$924,690
Construction	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Furniture/Equipment/Technolo.	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Art (1% of Construction)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Management	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$324,690	\$200,000	\$200,000	\$200,000	\$0	\$0	\$924,690

Impact on Operating Budget	Prior Years	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	Project Total
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0

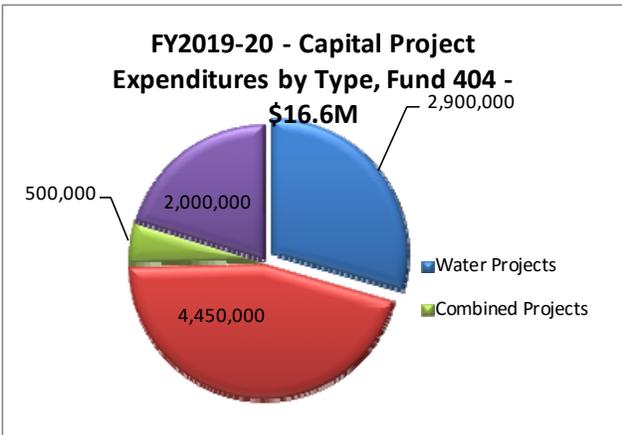
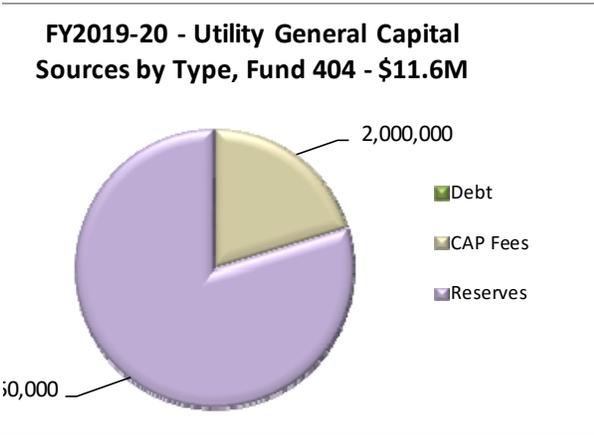


THE UTILITY CAPITAL PROJECTS (FUND 404)



UTILITY CAPITAL IMPROVEMENT PLAN

<u>Fund 404</u>		<u>FY 2018-19</u>	<u>FY 2019-20</u>
<u>Capital Improvement Plan</u>		<u>Amended Budget</u>	<u>Adopted Budget</u>
Sources	Interest	-	-
	Debt	13,500,000	-
	CAP Fees	2,000,000	2,000,000
	Reserves	1,966,405	7,850,000
		<u>\$ 17,466,405</u>	<u>\$ 9,850,000</u>
Expenditures	<u>Project Types</u>		
	Water Projects	14,620,000	2,900,000
	Sewer Projects	2,846,405	4,450,000
	Combined Projects	-	500,000
	Reuse Distribution Imprv	-	2,000,000
		<u>\$ 17,466,405</u>	<u>\$ 9,850,000</u>





UTILITY CAPITAL IMPROVEMENT PROGRAM
FUND BALANCE ANALYSIS

	FY 2019/2020 Adopted	FY 2020/2021 Plan	FY 2021/2022 Plan	FY 2022/2023 Plan
Fund 404 - Beginning Fund Balance	\$ 4,350,000	\$ -	\$ 5,000	\$ (440,000)
Future Debt	-	-	-	-
Capital Fac. Charges	2,000,000	2,500,000	2,300,000	2,000,000
Interest	-	5,000	5,000	-
2016 Bond Issue (Fund 409)	3,500,000	-	-	-
2018 Bond Issue (Fund 408)				
Total Project Expenditures/Budget	(9,850,000)	(2,500,000)	(2,750,000)	(5,500,000)
Fund 404 - Ending Fund Balance	-	5,000	(440,000)	(3,940,000)

UTILITY CAPITAL IMPROVEMENT PROGRAM
FUND 404

PROJECT NAME	FY 2019/2020 Adopted	FY 2020/2021 Plan	FY 2021/2022 Plan	FY 2022/2023 Plan	FY 2023/2024 Plan
Colonial Estates	-				
Hypoluxo - Acquisition	2,000,000				
Transmission Main - NE 1st	900,000				
Remote Storage and Pumping Facility (NE Quadrant)				3,500,000	180,000
Water Supply and Plant Improvements - 404 Total	\$ 2,900,000	\$ -	\$ -	\$ 3,500,000	\$ 180,000
Ocean Ridge Wastewater Expansion to LS104	1,800,000				
Pine Tree			250,000		
Plant Influent pipeline	900,000				
Silverwood Estates (Force Main)	1,000,000				
Taco Bell Lift Station	750,000				
Wastewater Collection System Improvements - 404 Total	\$ 4,450,000	\$ -	\$ 250,000	\$ -	\$ -
REUSE Distribution System - 8 MGD Program	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000
Reuse Distribution Improvements - 404 Total	\$ 2,000,000	\$ 2,000,000	\$ 2,000,000	\$ 2,000,000	\$ 2,000,000
Utility Acquisition - MP	500,000	500,000	500,000		
Utility Acquisition - Tropical Park					
Utility Acquisition - Parry Village					
Utility Acquisition - Royal Manor					
Studies/Analyses/Misc. 404 - Total	\$ 500,000	\$ 500,000	\$ 500,000	\$ -	\$ -
Grand Total Utilities CIP - 404 Fund	\$ 9,850,000	\$ 2,500,000	\$ 2,750,000	\$ 5,500,000	\$ 2,180,000



**Capital Improvement Program
Project Information & Financial Plan Form**

Project Title: Hypoluxo Water Distribution System Connection
Department: Utility
Project #: WT19XX
Project Type: Utility-Improvement
Project G/L #: 404-5000-533-65.01
Project Manager: Christopher Roschek

PROJECT DESCRIPTION	PROJECT PICTURE(S)
Water main connection to the Town of Hypoluxo water distribution system and replacement of pipelines as necessary.	
BUSINESS CASE	
Connection to the Town of Hypoluxo water distribution system near Hypoluxo Road and Federal Highway.	

PROJECT SCHEDULE	Start				Completion				PROJECT CRITERIA	
	Estimated	Actual	Estimated	Actual	Estimated	Actual	Estimated	Actual		
Planning / Study									Replacement of Facilities/Equipment (New)	X
Design									Expansion of Facilities (Modification)	X
Contract Advertise/Award									Enhance Service to Public	X
Construction	Oct-19		Sep-20						Regulatory or Commission Mandate	
Project In Service Date									Reduce Costs	
									Generate Revenue	
									Health & Safety	
PROJECT PRIORITY	High								Security / Fire Control	
	Medium	X							ADA Compliance	
	Low									

SOURCE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Fund Balance/Utility Resv.	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Local Option Gas Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Parks & Rec Trust Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Rec Program Revenue Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Public Service Debt Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utility Cap Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt	\$0	\$2,000,000	\$0	\$0	\$0	\$0	\$2,000,000
Grants / Donations	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$2,000,000	\$0	\$0	\$0	\$0	\$2,000,000

USE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Planning/Design	\$0	\$200,000	\$0	\$0	\$0	\$0	\$200,000
Construction	\$0	\$1,800,000	\$0	\$0	\$0	\$0	\$1,800,000
Furniture/Equipment/Technology	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Art (1% of Construction)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Management	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$2,000,000	\$0	\$0	\$0	\$0	\$2,000,000

Impact on Operating Budget	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0



**Capital Improvement Program
Project Information & Financial Plan Form**

Project Title: Transmission Main - NE 1st **Department:** Utility
Project #: WT19XX **Project Type:** Utility-Improvement
Project G/L #: 404-5000-533-65.01 **Project Manager:**

PROJECT DESCRIPTION Replace 10" Asbestos Cement Water Main with 12" HDPE Water Main utilizing pipe bursting method. Install/Replace 10 fire hydrants.	PROJECT PICTURE(S) 
BUSINESS CASE In anticipation of development of the Cottage District, Ocean Breeze East, and Martin Luther King Blvd., a watermain replacement is recommended to provide increased capacity and reliability for the distribution of potable water and increase availability of fire flow water throughout the surrounding area.	

PROJECT SCHEDULE	Start		Completion		PROJECT CRITERIA
	Estimated	Actual	Estimated	Actual	
Planning / Study					Replacement of Facilities/Equipment (New)
Design					Expansion of Facilities (Modification)
Contract Advertise/Award					Enhance Service to Public
Construction	Nov-19		Sep-20		Regulatory or Commission Mandate
Project In Service Date					Reduce Costs
					Generate Revenue
					Health & Safety
					Security / Fire Control
					ADA Compliance

PROJECT PRIORITY	High	Critical - tied to mandates or safety
	Medium	Maintain level of service, operational savings
	Low	Moderate benefit

SOURCE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Fund Balance/Utility Resv.	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Local Option Gas Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Parks & Rec Trust Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Rec Program Revenue Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Public Service Debt Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utility Cap Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt	\$0	\$900,000	\$0	\$0	\$0	\$0	\$900,000
Grants / Donations	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$900,000	\$0	\$0	\$0	\$0	\$900,000

USE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Planning/Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$0	\$900,000	\$0	\$0	\$0	\$0	\$900,000
Furniture/Equipment/Technolo;	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Art (1% of Construction)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Management	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$900,000	\$0	\$0	\$0	\$0	\$900,000

Impact on Operating Budget	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0



**Capital Improvement Program
Project Information & Financial Plan Form**

Project Title: Ocean Ridge Wastewater LS104 **Department:** Utility
Project #: SWR **Project Type:** Utility-Improvement
Project G/L #: 404-5016-535-65.04 **Project Manager:** C. Roschek

PROJECT DESCRIPTION Install a new subaqueous line from barrier island to connect to the new 12 in. force main at Riverwalk/Federal Highway.	PROJECT PICTURE(S) 
BUSINESS CASE Provide wastewater handling for 5 Condominium Associations in Ocean Ridge. This will expand the wastewater collection and pumping area on the barrier island.	

PROJECT SCHEDULE	PROJECT CRITERIA			
	Start		Completion	
	Estimated	Actual	Estimated	Actual
Planning / Study				
Design				
Contract Advertise/Award				
Construction	Oct-19		Sep-20	
Project In Service Date				

PROJECT PRIORITY	High	Critical - tied to mandates or safety
	Medium	Maintain level of service, operational savings
	Low	Moderate benefit

SOURCE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Fund Balance/Utility Resv.	\$278,407	\$1,800,000	\$0	\$0	\$0	\$0	\$2,078,407
Local Option Gas Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Parks & Rec Trust Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Rec Program Revenue Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Public Service Debt Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utility Cap Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants / Donations	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$278,407	\$1,800,000	\$0	\$0	\$0	\$0	\$2,078,407

USE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Planning/Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$278,407	\$1,800,000	\$0	\$0	\$0	\$0	\$2,078,407
Furniture/Equipment/Technolo	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Art (1% of Construction)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Management	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$278,407	\$1,800,000	\$0	\$0	\$0	\$0	\$2,078,407

Impact on Operating Budget	Prior Years	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	Project Total
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0



**Capital Improvement Program
Project Information & Financial Plan Form**

Project Title: Plant Influent Pipeline Department: Utility
 Project #: SW19XX Project Type: Utility-Improvement
 Project G/L #: 404-5000-535-65.03 Project Manager: Joe Paterniti

PROJECT DESCRIPTION Evaluate, design, specify, procure and construct	PROJECT PICTURE(S) 
BUSINESS CASE Replace aging infrastructure	

PROJECT SCHEDULE	Start				Completion				PROJECT CRITERIA
	Estimated	Actual	Estimated	Actual	Estimated	Actual	Estimated	Actual	
Planning / Study									Replacement of Facilities/Equipment (New) X
Design									Expansion of Facilities (Modification)
Contract Advertise/Award									Enhance Service to Public
Construction	Oct-19		Sep-20						Regulatory or Commission Mandate
Project In Service Date									Reduce Costs
									Generate Revenue
									Health & Safety
									Security / Fire Control
									ADA Compliance
PROJECT PRIORITY	High								Critical - tied to mandates or safety
	Medium		X						Maintain level of service, operational savings
	Low								Moderate benefit

SOURCE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Fund Balance/Utility Resv.	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Local Option Gas Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Parks & Rec Trust Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Rec Program Revenue Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Public Service Debt Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utility Cap Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt	\$0	\$900,000	\$0	\$0	\$0	\$0	\$900,000
Grants / Donations	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$900,000	\$0	\$0	\$0	\$0	\$900,000

USE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Planning/Design	\$0	\$70,000	\$0	\$0	\$0	\$0	\$70,000
Construction	\$0	\$830,000	\$0	\$0	\$0	\$0	\$830,000
Furniture/Equipment/Technology	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Art (1% of Construction)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Management	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$900,000	\$0	\$0	\$0	\$0	\$900,000

Impact on Operating Budget	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0



**Capital Improvement Program
Project Information & Financial Plan Form**

Project Title: Silverwood Estates Force Main Department: Utility
 Project #: SW1902 Project Type: Utility-Sewer
 Project G/L #: 404-5016-535-65-03 Project Manager: Christopher Roschek

PROJECT DESCRIPTION The project includes a new wastewater force main in the northwest portion of the Utilities service area to support current and future development.	PROJECT PICTURE 
BUSINESS CASE The project will include a new wastewater force main to support the development of the Silverwood Estates project and surrounding parcels. The new force main will provide sufficient capacity to support growth and development in the northwest portion of the Utilities service area.	

DISTRICT

PROJECT SCHEDULE	Start		Completion		PROJECT CRITERIA
	Estimated	Actual	Estimated	Actual	
Planning / Study					Replacement of Facilities/Equipment (New)
Design					Expansion of Facilities (Modification)
Contract Advertise/Award					Enhance Service to Public
Construction	Oct-18		Sep-20		Regulatory or Commission Mandate
Project In Service Date					Reduce Costs
					Generate Revenue
					Health & Safety
					Security / Fire Control
					ADA Compliance

PROJECT PRIORITY	High	X	Critical - tied to mandates or safety
	Medium		Maintain level of service, operational savings
	Low		Moderate benefit

SOURCE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Fund Balance/Utility Resv.	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Local Option Gas Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Parks & Rec Trust Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Rec Program Revenue Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Public Service Debt Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utility Cap Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt	\$57,169	\$1,000,000	\$0	\$0	\$0	\$0	\$1,057,169
Grants / Donations	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$57,169	\$1,000,000	\$0	\$0	\$0	\$0	\$1,057,169

USE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Planning/Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$57,169	\$1,000,000	\$0	\$0	\$0	\$0	\$1,057,169
Furniture/Equipment/Technology	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Art (1% of Construction)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Management	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$57,169	\$1,000,000	\$0	\$0	\$0	\$0	\$1,057,169

Impact on Operating Budget	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0



**Capital Improvement Program
Project Information & Financial Plan Form**

Project Title: Taco Bell Lift Station **Department:** Utility
Project #: SW19XX **Project Type:** Utility-Improvement
Project G/L #: 404-5000-535-65.03 **Project Manager:** Christopher Roschek

PROJECT DESCRIPTION Construction of a new wastewater lift station with submersible pumps and connections to gravity sanitary sewer and force main piping	PROJECT PICTURE(S) 
BUSINESS CASE Replacement of Lift Station No. 412 which is located within the SE 23rd Avenue roadway.	

PROJECT SCHEDULE	Start		Completion		PROJECT CRITERIA
	Estimated	Actual	Estimated	Actual	
Planning / Study					Replacement of Facilities/Equipment (New) X
Design					Expansion of Facilities (Modification) X
Contract Advertise/Award					Enhance Service to Public
Construction	Oct-19		Sep-20		Regulatory or Commission Mandate
Project In Service Date					Reduce Costs
					Generate Revenue
					Health & Safety
					Security / Fire Control
					ADA Compliance

PROJECT PRIORITY	High		Critical - tied to mandates or safety
	Medium	X	Maintain level of service, operational savings
	Low		Moderate benefit

SOURCE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Fund Balance/Utility Resv.	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Local Option Gas Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Parks & Rec Trust Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Rec Program Revenue Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Public Service Debt Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utility Cap Fees	\$0	\$750,000	\$0	\$0	\$0	\$0	\$750,000
Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants / Donations	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$750,000	\$0	\$0	\$0	\$0	\$750,000

USE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Planning/Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$0	\$750,000	\$0	\$0	\$0	\$0	\$750,000
Furniture/Equipment/Technolo.	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Art (1% of Construction)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Management	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$750,000	\$0	\$0	\$0	\$0	\$750,000

Impact on Operating Budget	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0



**Capital Improvement Program
Project Information & Financial Plan Form**

Project Title: Reuse Distribution System - 8 MGD Program
Department: Utility
Project #: REU005
Project Type: Utility-Water
Project G/L #: 404-5016-536-65-11
Project Manager: Christopher Roschek

PROJECT DESCRIPTION The reuse system currently serves the South Congress Avenue, Golf Road, Seacrest Boulevard, Little League, Cemetery, Town Square, and SE 4th Street/Federal Highway areas. The anticipated areas for expansion are the Lawrence Road/Knuth Road corridor in the west and Jaycee Park and St. Andrews Golf Club in the east. .	PROJECT PICTURE 
BUSINESS CASE The reuse system will continue to expand throughout the utility service area to utilize the capacity at the South Central Regional Wastewater Treatment Plant. The goal is to provide additional system capacity of 3.85 million gallons per day by December 2025 to comply with Florida Department of Environmental Protection requirements.	

DISTRICT

PROJECT SCHEDULE	Start		Completion		PROJECT CRITERIA
	Estimated	Actual	Estimated	Actual	
Planning / Study					Replacement of Facilities/Equipment (New) X
Design					Expansion of Facilities (Modification)
Contract Advertise/Award					Enhance Service to Public X
Construction	2019/2020		Ongoing		Regulatory or Commission Mandate
Project In Service Date					Reduce Costs
					Generate Revenue
					Health & Safety
					Security / Fire Control
					ADA Compliance

PROJECT PRIORITY	High	X	Critical - tied to mandates or safety
	Medium		Maintain level of service, operational savings
	Low		Moderate benefit

SOURCE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Fund Balance	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Local Option Gas Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Parks & Rec Trust Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Rec Program Revenue Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Public Service Debt Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utility Cap Fees	\$65,019	\$1,000,000	\$2,000,000	\$2,000,000	\$2,000,000	\$2,000,000	\$9,065,019
Debt	\$0	\$1,000,000	\$0	\$0	\$0	\$0	\$1,000,000
Grants / Donations	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$65,019	\$2,000,000	\$2,000,000	\$2,000,000	\$2,000,000	\$2,000,000	\$10,065,019

USE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Planning/Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$65,019	\$2,000,000	\$2,000,000	\$2,000,000	\$2,000,000	\$2,000,000	\$10,065,019
Furniture & Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Art (1% of Construction)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Management	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$65,019	\$2,000,000	\$2,000,000	\$2,000,000	\$2,000,000	\$2,000,000	\$10,065,019

Impact on Operating Budget	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0



**Capital Improvement Program
Project Information & Financial Plan Form**

Project Title: Utilities Acquisition **Department:** Utility
Project #: WT19XX **Project Type:** Utility-Water
Project G/L #: 404-5000-533-65.01 **Project Manager:** Michael Low

PROJECT DESCRIPTION During the FY 2019-20 there are two acquisitions planned although there may be others: A) Parry Village – 105 Additional Customers Cost \$120,000 B) Colonial Estates – 280 Additional Customers Cost \$100,000	PROJECT PICTURE 
BUSINESS CASE This capital funding is requested for the purchases of small water and sewer utilities that are adjacent to Boynton Beach based on the Utility owner request. The purchases price is determined through studies that analyze current market value of the utility and the proposed rate of return for the City.	

DISTRICT 2

PROJECT SCHEDULE	Start		Completion		PROJECT CRITERIA
	Estimated	Actual	Estimated	Actual	
Planning / Study		ongoing			Replacement of Facilities/Equipment (New)
Design					Expansion of Facilities (Modification)
Contract Advvertise/Award					Enhance Service to Public
Construction			various		Regulatory or Commission Mandate
Project In Service Date					Reduce Costs
					Generate Revenue
					Health & Safety
					Security / Fire Control
					ADA Compliance

PROJECT PRIORITY	High		Critical - tied to mandates or safety
	Medium	*	Maintain level of service, operational savings
	Low		Moderate benefit

SOURCE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Fund Balance	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Local Option Gas Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Parks & Rec Trust Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Rec Program Revenue Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Public Service Debt Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utility Cap Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt	\$0	\$500,000	\$500,000	\$500,000	\$0	\$0	\$1,500,000
Grants / Donations	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$500,000	\$500,000	\$500,000	\$0	\$0	\$1,500,000

USE OF FUNDS	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Planning/Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Furniture & Equipment	\$0	\$500,000	\$500,000	\$500,000	\$0	\$0	\$1,500,000
Art (1% of Construction)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Management	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$500,000	\$500,000	\$500,000	\$0	\$0	\$1,500,000

Impact on Operating Budget	Prior Years	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Project Total
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0





GLOSSARY

Ad Valorem Tax	A tax based on value (e.g., a property tax).
ADA	The Americans with Disabilities Act, became law in 1990, prohibits discrimination against individuals with disabilities.
Accrual	A charge incurred in one accounting period that has not been paid by the end of the same period
Annual Budget	A budget applicable to a single fiscal year.
Appropriated Budget	The expenditure authority created by the appropriation ordinances, which are signed into law, and the related estimated revenues. The appropriated budget would include all reserves, transfers, allocations, supplemental appropriations and other legally authorized legislative and executive changes.
Appropriation	A legal authorization granted by the City Commission to expenditures and to incur obligations for specific purposes.
Assessed Valuation	A valuation set upon real estate or other property as a basis for levying taxes.
Basis of Budgeting	The City’s governmental functions and accounting systems are organized and controlled on a fund basis. The accounts within the funds are maintained on a modified accrual basis. Revenues are recognized when measurable and available as current assets. Expenditures are generally recognized when the related services or goods are received and the liability is incurred. Proprietary funds are accounted for on the full accrual basis of accounting
Balanced Budget	A budget where expenditure matches revenue
Bond	A debt instrument in which an investor loans money for a defined period of time at a fixed or variable interest rate
Bond Covenant	A legally enforceable promise made by an issuer of bonds to the bondholders, normally contained in the bond resolution.
Bonded Debt	The portion of indebtedness represented by outstanding bonds.
Budget	A plan of financial operation embodying an estimate of proposed expenditures for a given period and the proposed means of financing them.
Budget Document	The instrument used by the budget-making authority to present a comprehensive financial program to the appropriate governing body.



Budget Message	A general discussion of the proposed budget as presented in writing by the budget-making authority to the legislative body.
CAP	Climate Action Plan
Capital Expenditures	Fixed assets or capital improvements equal to or greater than \$5,000 which has an estimated life in excess of one year.
Capital Projects Fund	A fund created to account for financial resources to be used for the acquisition or construction of major capital facilities (other than those financed by public proprietary than those financed by proprietary and trust funds).
Capital Improvement Plan (CIP)	The "CIP" is the City's five-year plan for purchasing equipment, projects or public improvements.
CRA	The "CRA" is the Community Redevelopment Agency within Boynton Beach
Debt	An obligation resulting from the borrowing of money or from the purchase of goods and services.
Debt Service Fund	A fund established to account for the accumulation of resources for, and the payment of, general long-term debt principal and interest.
Depreciation	A reduction in the value of an asset over the passage of time.
Enterprise Fund	A fund established to account for operations financed and operated in a manner similar to private business enterprises (e.g., water, gas and electric utilities; airports; parking garages; transit systems).
EMS	Emergency Medical Services related to medical professionals who respond to 911 calls and treat and transport people in crisis health situations
EOC	Emergency Operations Center
FICA	Federal Insurance Contributions Act - a U.S. law that mandates a payroll tax on the paychecks of employees, as well as contributions from employers, to fund the Social Security and Medicare programs
Fiduciary Fund	Funds from assets that the government holds as a trustee which cannot be used to fund its own programs.
Fiscal Year	A 12-month period to which the annual operating budget applies and at the end of which a government determines its financial position and the results of its operations (October 1 through September 30).



FLU	Future Land Use designations indicate the intended use and development density for a particular area
Full-time Equivalent	A calculated figure from the number of full-time and part-time employees in an organization that represents these workers as a comparable number of full-time employees
Fund	A fiscal and accounting entity with a self-balancing set of accounts in which cash and other financial resources, all related liabilities and residual equities, or balances, and changes therein, are recorded and segregated to carry on specific activities or attain certain objectives in accordance with regulations, restrictions or limitations.
Fund Balance	Net position of a governmental fund (difference between assets, liabilities, deferred outflows of resources, and deferred inflows of resources).
General Fund	The fund used to account for all financial resources, except those required to be accounted for in another fund. The primary operating fund for the City.
Governmental Fund	Funds generally used to account for tax-supported activities
HSA	Health Savings Account, created to help individuals with high-deductible plans
HVAC	Heating, Ventilation, and Air Conditioning
Internal Service Fund	A fund used to account for the financing of goods or services provided by one department or agency to other departments or agencies of a government, or to other governments, on a cost-reimbursement basis.
LDR	Land Development Regulations
Local Surtax Funds	The surtax (once cent sales) funds may only be used for infrastructure projects: sidewalks, bridges, schools, parks, technology, and government buildings. In November 2016, Palm Beach County voters approved raising the sales tax from 6 percent to 7 percent. This one-cent sales tax increase took effect January 1, 2017 and will end on December 31, 2026. This revenue source supports capital projects in Fund 303.
Mill	One one-thousandth of a dollar of assessed value.



Millage	Rate used in calculating taxes based upon the value of property, expressed in mills per dollar of property value.
Modified Accrual Basis	The accrual basis of accounting adapted to the governmental fund-type measurement focus. Revenues and other resource increments (e.g., bond issue proceeds) are recognized when they become susceptible to accrual, that is when they become both "measurable" and "available to finance expenditures of the current period". "Available" means collectible in the current period or soon thereafter to be used to pay liabilities of the current period. Expenditures are recognized when the fund liability is incurred except for (1) inventories of materials and supplies that may be considered expenditures either when purchased or when used, and (2) prepaid insurance and similar items that may be considered expenditures either when paid for or when consumed. All governmental funds, expendable trust funds and agency funds are accounted for using the modified accrual basis of accounting.
NFPA	National Fire Protection Association - organization devoted to eliminating death, injury, property and economic loss due to fire, electrical and related hazards
Nonappropriated Budget	A financial plan for an organization, program, activity or function approved in a manner authorized by constitution, charter, statute or ordinance but not subject to appropriation and, therefore, outside the boundaries of the definition of an appropriated budget.
Performance Indicators	A quantitative means of assessing workload and the efficiency or effectiveness of services performed by departments and/or divisions
Pledged Revenues	Funds generated from revenues and obligated to debt service or to meet other obligations specified by the bond contract.
RFID	Radio-frequency Identification – tags the uses electromagnetic fields to automatically identify objects
Revenue Bonds	Bonds whose principal and interest are payable exclusively from earnings of an earnings of an enterprise fund.
Rolled-back Rate	Rate that would generate the prior year amount of that revenues excluding new construction.
SEIU	Service Employee International Union, represents 1.9 million workers in over 100 occupations in the US and Canada
Special Revenue Fund	A fund used to account for the proceeds of specific revenue sources (other than expendable trusts or major capital projects) that are legally restricted to expenditure for specified purposes.



- TIF Tax Increment Financing is a public financing method that is used as a subsidy for redevelopment, infrastructure, and other community-improvement projects in many countries, including the United States
- Transfers (Inter-fund) Any transfer of money from one budgeted fund to another fund, approved by the Commission.
- User Fees Fees for services provided to the user.



SUB-OBJECT ACCOUNTS



DESCRIPTION OF SUB-OBJECT ACCOUNTS

NUMBER	ACCOUNT NAME	DESCRIPTION
PERSONNEL SERVICES:		
11-10	Executive Salaries	Salaries for the City's elected officials
12-10	Regular Salaries/Wages	Salaries for all full-time and part-time employees
12-20	Holiday Pay	Compensation paid to employees required to work on a holiday
14-10	Overtime	Payments in addition to regular salaries for services performed in excess of the regular work hour requirement
14-20	Reimbursable Overtime	Payments in addition to regular salaries for services performed in excess of the regular work hour requirement, but which will be reimbursed to the City by an outside agency
15-10	Clothing Allowance	Payments for clothing expenses incurred by non-uniformed officers
15-11	Tool Allowance	Payments for tool expenses incurred by vehicle mechanics
15-12	Cell Phone Allowance	Regular payments for the use of personal cell phones for City Business
15-13	Shoe Allowance	Payments for shoe expenses incurred by full-time City employees
15-20	Car Allowance	Regular payments for the use of personal vehicles for City business
15-30	Expense Allowance	Regular payments for the City Mayor and Commissioners' business expense
15-40	Incentive Pay	Education incentive pay for law enforcement officers and firefighters



19-99	New Personnel/Reclass	Budget allocation for new personnel within the upcoming fiscal year
21-10	Employer FICA	City's matching portion of Social Security and Medicare taxes
22-10	General Employees Retirement	Department's share of the contributions made to the Employees Pension Plan
22-11	State Pension	Department's share of the contributions made to the State Retirement Plan
22-12	Pension Expense	Actual pension expense per GASB 68 requirements
22-20	Police Pension	Department's share of the contributions made to the Police Officers Pension Plan
22-30	Firefighters Pension	Department's share of the contributions made to the Firefighters Pension Plan
22-40	Deferred Comp Contribution	City's contribution for contract employees
23-10	Life Insurance	Premium for insurance policy for all full-time employees
23-20	Disability Insurance	Premium for insurance policy covering employee disability
23-30	Health Insurance	Premium for insurance policy for all full-time employees
23-34	Health Savings Account	Premium for health savings accounts for all full-time employees
23-40	Dental Insurance	Premium for dental insurance policy for all full-time employees
23-50	Vision Insurance	Premium for vision insurance policy for all full-time employees



25-10 Unemployment

Cost of former employees who receive unemployment benefits

OPERATING EXPENSES:

31-10 Legal Fee - City Attorney

Retainer fee paid to City Attorney

31-11 Outside Attorney Services

Fees paid to outside attorneys

31-12 Legal - Labor Contingency

Allowance for legal fees incurred due to labor disputes

31-14 Legal - Litigation Contingency

Allowance for legal fees incurred due to litigation

31-20 Physician Exams

Payments for pre-employment physicals, drug screenings and other required physicals

31-30 Engineering Fees

Fees for outside engineering services

31-90 Other Professional Services

Fees for services for all other professional services (bond counsel, architectural, appraisal, etc.)

32-10 Audit Fee

Expenses for the City's external auditing services

32-11 Actuarial Fee

Expenses for the City's external actuarial services

33-10 Court Reporter Fees

Payments for appearance fees and transcript fees for in-court proceedings, appeals, and depositions

34-10 Janitorial Services

Payments for contracted janitorial services

34-11 Dry Cleaning

Payments for cleaning of police officers' uniforms

34-30 Employee Assistance Program

Payments to contracted agency for confidential employee assistance

34-34 Grants Team

Payments for membership to grants locator and grant subscriptions.

34-40 Temporary Services

Expenses for temporary labor thru a personnel agency



34-51	Medical Director	Payments to physician who serves as medical advisor to paramedics and EMT's
34-53	Consultant Fees	Fees incurred in the use of outside consultants
34-54	Disposal of Hazardous	Fees incurred in the disposal of hazardous waste materials
34-60	Program Instructors	Expenses for instructors of the City's various recreational fee programs
34-61	Computer Rental	Expenses for the rental of computers
34-62	Waste Disposal	Payments to the Solid Waste Authority for disposal of waste materials collected by the City
34-80	Shared Wastewater Treatment	Payments to the South Central Regional Wastewater Treatment & Disposal Board (SCRWTD) for the treatment of wastewater
40-10	Mileage Reimbursement	Payments to employees for reimbursement of personal vehicles
40-11	Reimbursable Expenses	Payments to Commissioners for reimbursement of expenses
40-12	Business Meetings	Expenses associated with business meetings on behalf of the City which may include registration, hotel, travel, per diem, etc.
41-10	Telephone Services	Expenses associated with monthly telephone services including long distance charges
41-11	Leased Lines	Expenses associated with monthly telecommunications charges for leased lines
41-12	Postage	Expenses associated with mailing of City correspondence and packages



41-15	Cellular Phone/Beeper	Expenses associated with monthly telecommunications charges
43-10	Electric Service	Expenses associated with monthly electric services
43-11	Street Lighting	Expenses associated with monthly electric services for street lighting purposes
43-20	Water/Sewer Service	Expenses associated with monthly water and sewer services
43-30	Garbage Fees/Roll-Offs	Expenses associated with monthly garbage or roll-off service
43-40	Fuel/Propane	Expenses for fuel oil, propane or LP gas
44-11	FEC Railroad Lease	Payment to Florida East Coast Railroad for annual lease of right-of-ways for crossings
44-30	Equipment Rental	Expenses for the rental of equipment
44-31	Copy Machine Rental	Expenses for the rental of copy machines
44-40	Leased Vehicles	Expenses for the leased vehicles
45-03	Insurance - Auto Premium	Payments for vehicle insurance
45-04	Insurance - Excess General Liability Premium	Payments for liability insurance
45-05	Insurance - Fire Building & Contents Premium	Payments for property loss insurance
45-06	Insurance - Loss of Monies/ Securities Premium	Payments for financial losses insurance
45-07	Insurance - Employee Bonds Premium	Payments for employee bonds insurance



45-09	Insurance - Workers Compensation	Expenses for workers compensation claims which includes wages and medical
45-54	Insurance - P/F Accidental Death	Premium for required insurance for Police Officers and Fire-fighters injured/killed in the line of duty
46-10	Building Repairs	Expenses for building repairs, modifications and general maintenance
46-19	Furniture Repairs	Expenses for furniture repairs and general maintenance
46-20	Equipment Maintenance	Expenses for equipment repairs and general maintenance or maintenance contracts
46-21	Fire Extinguisher Service	Expenses for fire extinguisher servicing
46-22	Computer Maintenance	Expenses for computer repairs and general maintenance or maintenance contracts
46-23	Telephone Maintenance	Expenses for telephone repairs and general maintenance
46-24	Radio Repairs	Expenses for radio repairs and general maintenance
46-25	Mechanical Maintenance	Expenses for mechanical equipment repairs and general maintenance
46-30	Vehicle Maintenance - Garage	Monthly cost to departments for vehicle repairs and general maintenance performed by our Fleet Maintenance department
46-31	Vehicle Maintenance - Other	Expenses paid to outside vendors for vehicle repairs and maintenance
46-40	Water Tank Repairs & Maintenance	Expenses for water tank repairs and general maintenance
46-41	Clarifier Repairs & Maintenance	Expenses for clarifier repairs and general maintenance



46-42	Sewer Main Repairs	Expenses for sewer main repairs and general maintenance
46-44	Storm Drain Repairs	Expenses for storm drain repairs and general Maintenance
46-45	Irrigation Maintenance	Expenses for irrigation system repairs and general maintenance
46-46	WTP Pump & Motor Repairs	Expenses for Water Treatment Plant pump and motor repairs and general maintenance
46-47	Water Main Maintenance	Expenses for water main repairs and general maintenance
46-49	Water Lines Repair & Maintenance Maintenance	Expenses for water line repairs and general maintenance
46-50	Wells & Screens - Repairs & Maintenance	Expenses for wells and screens repairs and general maintenance
46-51	Lift Station Repairs	Expenses for lift station repairs and general maintenance
46-91	Software Maintenance	Payments for contractual software maintenance
46-92	Beach Maintenance	Payments for contractual cleaning/maintenance services at public beach
46-93	Dumpster Repairs	Expenses for dumpster repairs and general maintenance
46-94	Canal Maintenance	Payments for contractual spraying services in City's waterways
46-95	Parks Maintenance	Payments for contractual maintenance of City's parks
46-96	Range Repairs & Maintenance	Expenses for golf course and police range repairs and maintenance



46-98	Grounds Maintenance	Payments for contractual maintenance of grounds around city facilities
47-10	Printing	Expenses for contractual printing services
47-20	Reproduction Services	Expenses for contractual reproduction or photocopying services
47-22	Codify Ordinances	Payments for contractual codification of new ordinances
48-01	Community Promotion	Expenses for promoting City activities
48-02	Board Dinner	Expenses for annual appreciation dinner for those who voluntarily serve on City Boards
48-04	Holiday Parade	Expenses for annual holiday parade
48-05	Advertising	Expenses for promotional advertising
48-10	Holiday Decorations	Expenses for new or replacement holiday lights and Decorations
48-20	Employee Anniversary Awards	Expenses associated with employee service recognition program
48-21	Awards & Trophies	Expenses for various employees awards and trophies
48-22	Wellness Program	Expenses for classes and programs designed to promote employee health and wellness
48-23	Promotional Coupons	Expenses for Golf Course promotional efforts
48-24	Special Events	Expenses for special events held for the public
49-09	Self-Insurance Charge	Monthly cost to departments for risk management services
49-10	Warehouse Service Charge	Monthly cost to departments for inventory and delivery services



49-11	Confidential Funds	Expenses associated with the Police Department's use of informants
49-12	Legal Ads	Expenses associated with the placement of legal advertisements
49-13	Recruiting Expense	Expenses incurred in the pursuit of filling personnel vacancies
49-14	Credit Card Fees	Expenses incurred for processing credit card payments
49-15	Election Expense	Expenses incurred in City elections
49-16	Court Costs	Expenses associated with filing of lawsuits, recordings, etc.
49-17	Other Contractual Services	Payments for any contractual services not specified previous accounts
49-18	Computer Service Charges	Charge to various funds for pro-rated cost of data processing hardware, software and personnel
49-20	Self-Insured Loss	Payments for damages not covered by insurance policies
49-21	Auto Liability Self Insured Loss	Payments for vehicle liability not covered by insurance policies
49-22	Auto Physical Damage Self Insured Loss	Payments for vehicle damages not covered by insurance policies
49-23	Insurance Reserve	Allowance for insurance-related expenses not covered by specific allocations
49-40	Laboratory Tests	Expenses for laboratory tests performed by an independent laboratory
49-41	Licenses, Fees & Permits	Payments for various certifications, licenses, etc.



49-42	ICR Testing	Payments for testing regarding the Information Collection Rule (EPA required)
49-50	City Landfill Lease Agreement	Payments for lease of City's landfill (no longer active)
49-60	Housing Program - Paint Up/ Fix Up	Expense associated with housing rehabilitation to make minor exterior repairs throughout the target area
49-61	Housing Program - Infill Construction	Expense associated with building new single-family and duplex affordable residential units on vacant land throughout the target area
49-62	Housing Program - Home Improvements	Expense to assist property owners making major repairs to the interior and exterior of their homes throughout the target area
49-65	Neighborhood Grant Program	Expense associated with neighborhood improvements
49-66	Façade Program	Expense to provide incentive funds for businesses to improve their facades within the target area
49-80	C.O.A.L.A.	Payments for the City's portion of membership in the Library cooperative
51-10	Office Supplies	Paper, folders, storage boxes, data binders, pens, pencils, paper clips, etc.
51-25	Computer Software/Supplies<\$750	Computer software, printer ribbons and toner, mouse replacements.etc
52-01	Supplies	All other supplies
52-10	Fuel/Oil - Vehicles	Fuel or oil for City vehicles
52-11	Fuel/Oil - Other	Fuel or oil for other City equipment
52-12	Tires & Tubes	Replacement of tires and tubes for City vehicles and equipment



52-13	Auto Parts & Supplies	Parts and supplies associated with the repair of City vehicles and equipment
52-18	Sprinkler/Irrigation Supplies	Parts and supplies associated with the installation or repair of sprinkler/irrigation systems
52-19	Fertilizer	Fertilizer for the City's parks and golf course
52-20	Operating Equipment < \$750	Items classified as equipment but with a cost of less than \$750
52-21	Chemicals	Chemicals other than janitorial and gardening supplies
52-22	Uniforms	Payments for City uniforms for employees who are required to wear uniforms
52-23	Safety Clothing/Equipment	Rain gear, hats, gloves, life belts, etc.
52-24	Building Supplies/Materials	Plywood, drywall, PVC piping, electrical, plumbing, etc.
52-25	Janitor Supplies	Disinfectants, cleaning supplies, towels, mops, brooms, etc.
52-26	Gardening Supplies	Plants, mulch, rakes, hoes, etc.
52-27	Hardware/Tools	Hammers, wrenches, screwdrivers, paint brushes, rollers, etc.
52-28	Chlorine	Chemicals used in the purification of water at the treatment plants and public swimming pool
52-29	Fire Hydrant Supplies	Supplies and replacement parts for fire hydrants (under \$750)
52-30	Water Meter Supplies	Supplies and replacement parts for water meters (under \$750)
52-31	Water Main Supplies	Supplies and replacement parts for water mains (under \$750)



52-32	Sewer Main Supplies	Supplies and replacement parts for sewer mains (under \$750)
52-33	Storm Drain Supplies	Supplies and replacement parts for storm drains (under \$750)
52-35	Process Chemicals	Chemicals used in the processing of drinking water
52-40	Program Fees/Supplies	Expenses for supplies used in the City's various recreational fee programs
52-41	Activities Supplies	Expenses for supplies used in the various recreational programs sponsored by the City
52-50	Range Supplies	Supplies used at either the City's pistol range or the Golf Course Driving Range
52-51	Law Enforcement Supplies	Supplies specific to law enforcement
52-53	K-9 Unit	Supplies used by the Police Department's K-9 Unit
52-54	Parking Enforcement Supplies	Supplies specific to parking enforcement
52-55	Explorer Program Supplies	Supplies used in the Police and Fire Departments' Explorer Programs
52-56	P.A.L. Supplies	Supplies used the Police Department's Police Athletic League Program
52-57	J.F.O. Supplies	Supplies used by the Police Department's Juvenile First Offender Program
52-58	C.O.P. Supplies	Supplies used by the Police Department's Citizens Observer Patrol Program
52-59	R.A.P. Supplies	Supplies used by the Police Department's Recreation Athletics and Police Program
52-61	D.A.R.E. Supplies	Supplies used by the Police Department's Drug Abuse Resistance Education Program



23-30	Health Insurance	Premium for insurance policy for all full-time employees
52-62	Crime Lab Supplies	Supplies used by the Police Department's Crime Lab Unit
52-63	Citizen Police Academy Supplies	Supplies used by the Police Department's Citizen Police Program
52-65	Fire Prevention Supplies	Supplies used by the Fire Department's Fire Prevention Unit
52-66	Medical Supplies	Supplies used by the Fire Department's paramedics
52-67	Suppression Equipment/ Supplies	Supplies and equipment less than \$750 used by the Fire Department in the course of fighting fires
52-68	Junior Golf Program Supplies	Supplies used for the Golf Course's Jr. Golf Program
52-70	Film Supplies	Payments for film and processing
52-72	Library Supplies	Supplies specific to the Library
52-73	Radio Batteries/Supplies	Supplies and replacement parts for the repair of the City's radios
52-74	Recycling Supplies	Supplies specific to the City's recycling program
52-75	Equipment Parts/Supplies	Supplies and replacement parts for the repair of City equipment
52-76	Animal Shelter Supplies	Supplies specific to the Animal Shelter division
52-78	First Aid Supplies	Supplies such as adhesive bandages, gauze, tape, etc.
52-79	Training Aids	Supplies specific to the training of employees
52-81	Flags	Purchase or replacement of State or Federal Flags
52-82	Exam Supplies	Tests and other supplies used to administer employment or promotional exams



52-85	Food Supplies	Food purchases for the Golf Course Restaurant
52-86	Beverage Supplies	Beverage purchases for the Golf Course Restaurant
52-87	Paper Goods	Paper supplies purchased for the Golf Course Restaurant
52-99	Miscellaneous Supplies	Supplies not specified above
53-10	Street Repairs and Maintenance Supplies	Supplies used in the repair or maintenance of City streets
54-10	Books and Publications	Expenses for the purchase of books or publications
54-20	Memberships	Expenses for initial or renewal memberships to professional organizations
54-30	Training	Cost for training seminars, courses or classes -- includes registration books or course materials, travel, per diem, etc.
54-35	College Tuition Reimbursement	Payments to employees for reimbursement of employee college tuition per a pre-approved program
54-36	Career Development	Allocation for the advancement or enhancement of employee careers
54-37	Recertifications	Expenses incurred in the recertification of employee licenses – EMT, Paramedic, Water Plant Operator, etc.

CAPITAL OUTLAY:

62-01	Building Improvements	Major improvements to City buildings
63-05	Parks Improvements	Major improvements to City parks
63-07	CRA Improvements	Major improvements within the CRA area
63-08	Street Improvements	Street resurfacing
63-10	Landscaping	Major planting of trees and shrubs on City grounds



63-11	Water Mains	Construction of new water mains
63-12	Water Meters	Installation of new water meters
63-13	Storm Drains	Installation of new storm drains
63-14	Fire Hydrants	Installation of new fire hydrants
63-15	Grounds Improvements	Major improvements to City grounds
64-02	General Equipment	Purchase of non specific equipment (over \$750)
64-03	Recreation Equipment	Purchase of recreation or playground equipment (over \$750)
64-14	Computer Software	Purchase of major computer software packages (over \$750)
64-15	Computer Equipment	Purchase of computer equipment (over \$750)
64-16	Furniture & Fixtures	Purchase of furniture and fixtures (over \$750)
64-17	Office Machines/Equipment	Purchase of office machines and equipment (over \$750)
64-19	Dumpsters	Purchase of dumpsters for solid waste disposal (over \$750)
64-20	Communication Equipment	Purchase of communication equipment (over \$750)
64-21	Maintenance Equipment	Purchase of maintenance equipment (over \$750)
64-23	Paramedic Equipment	Purchase of paramedic equipment (over \$750)
64-30	Vehicles	Purchase of additional fleet vehicles or equipment
64-31	Vehicle Replacement	Purchase of replacement fleet vehicles or equipment
64-32	Auto Accessories	Purchase of sirens, protective cages, etc. for vehicles (over \$750)



- 64-40 Share/Regional Plant Capital City of Boynton Beach's share (50%) of the Regional Plant's capital purchases

- 66-01 Books Purchase of books or other circulation materials for the Library

NON OPERATING:

- 71-01 Principal Payment Annual payment to reduce bond indebtedness

- 72-01 Interest Expense Annual expense incurred on Bond Issues

- 73-01 Fiscal Agents Fees Fees charged by fiscal agents for servicing bonds – interest distribution, bond redemption, coupon destruction, etc.

- 91-xx Transfers Includes all transfers between funds which do not represent operating expenditures

- 95-40 Depreciation Expense Includes allocation of the assets' cost over their useful life.

- 95-60 Uncollectible Expense Bad-debt expense incurred in the unsuccessful attempt to realize payment of an account receivable.

- 99-01 Contingencies Budgeted for possible expenses which at budget adoption could not be determined

- 99-02 Nonbudgeted Expense Nominal expenses which are not anticipated - refunds, etc.

- 99-03 Reserve-Future Appropriation Allocation available to be appropriated

- 99-04 Economic Development Allocation for development incentives to developers
Incentives

- 99-07 Contribution to Human Services City contribution to Palm Beach County's subsidized child care program



99-10	Reserve – Vehicle Replacement	Annual allocation for the future replacement of the City's vehicles
99-12	Contingency – Budget Variance	Allocation for budget variances
99-13	Reserve – Maintenance Equipment	Annual allocation for the future replacement of the City's maintenance equipment
99-14	Reserve – Computer Equipment	Annual allocation for the future replacement of the City's computer equipment
99-15	Reserve – Kitchen Equipment	Annual allocation for the future replacement of the City's kitchen equipment (at the Golf Course)
99-16	Reserve – Golf Course Improvements	Annual allocation for the future replacement of the Golf Course
99-19	Economic Development	Allocation for implementation of programs of economic development within the City
99-25	Loss-Disposal of Assets	The gain or loss is calculated as the net disposal proceeds of an asset.
99-99	Fixed Assets	Holding accounts to establish assets.



America's Gateway to the Gulfstream

Class Code	FLSA Status	Group Code	Non-Budgeted	Job Title	Annualized (FT - 2080 hours)			Hourly		
					Minimum	Midpoint	Maximum	Minimum	Midpoint	Maximum
03					\$24,315.20	\$27,060.80	\$36,462.40	\$11.69	\$13.01	\$17.53
63327	N	PT		Golf Course Player Assistant						
30227	N	PT		Library Page						
04					\$25,937.60	\$32,427.20	\$38,916.80	\$12.47	\$15.59	\$18.71
61247	N	PT		Parking Attendant						
82201	N	B	X	Custodian (PW)						
11967	N	PT	X	Kennel Maintenance Worker						
05					\$27,580.80	\$34,465.60	\$41,371.20	\$13.26	\$16.57	\$19.89
63287	N	PT		Greenskeeper - PT						
61231	N	B		Recreation Leader						
61278	N	PT		Summer Day Camp Counselor						
63281	N	B	X	Greenskeeper						
63291	N	B	X	Mechanic/Greenskeeper						
06					\$29,224.00	\$36,524.80	\$43,825.60	\$14.05	\$17.56	\$21.07
63200	N	G		Assistant Golf Professional						
55007	N	PT		Crew Worker - Part Time						
	N	B		Equipment Operator Trainee						
63261	N	B		Greenskeeper/Spray Technician						
202	N	W		Office Assistant						
56441	N	B		Service Worker (Fleet)						
82301	N	B		Parks Maintenance Worker						
82307	N	PT		Parks Maintenance Worker						
40110	N	G		Utilities Office Assistant/Receptionist						
82211	N	B	X	Crew Worker						
7020	N	PT	X	Risk Assistant						
07					\$30,846.40	\$38,563.20	\$46,280.00	\$14.83	\$18.54	\$22.25
63311	N	B		Assistant Mechanic						
63307	N	PT		Golf Course Player Assistant, Sr						
82311	N	B		Parks Maintenance Worker, Sr.						
61288	N	PT		Summer Day Camp Counselor II						

Class Code	FLSA Status	Group Code	Non-Budgeted	Job Title	Annualized (FT - 2080 hours)			Hourly		
					Minimum	Midpoint	Maximum	Minimum	Midpoint	Maximum
40011	N	B		Utilities Field Technician I						
82221	N	B	X	Crew Worker, Senior						
81281	N	B	X	Maintenance Technician (utilities)						
81381	N	B	X	Painter (utilities)						
81361	N	B	X	Pipelayer (utilities)						
4531	N	B	X	Storekeeper						
08					\$32,489.60	\$40,601.60	\$48,734.40	\$15.62	\$19.52	\$23.43
54207	N	PT		Bus Driver						
54208	N	SE		Bus Driver (Seasonal)						
82231	N	B		Crew Leader						
	N	B		Equipment Operator I						
30217	N	PT		Library Aide						
61227	N	PT		Pool Lifeguard						
61228	N	SE		Pool Lifeguard (Seasonal)						
81341	N	B		Sign & Marking Technician						
54201	N	B		Bus Driver						
81241	N	B		Equipment Operator						
5310	N	G	X	HR/Risk Assistant						
09					\$34,112.00	\$42,660.80	\$51,188.80	\$16.40	\$20.51	\$24.61
81201	N	B		Building Maintenance Mechanic						
46222	N	W		Laboratory Field Technician						
42251	N	B		Plant Operator Maintainer Trainee						
11322	N	W		Police Records Technician						
11327	N	PT		Police Records Technician (PT)						
4530	N	G		Senior Storekeeper						
4542	N	W		Service Writer						
4532	N	W		Service Writer - Materials and Distribution						
40021	N	B		Utilities Field Technician II						
81301	N	B		Utilities Maintenance Mechanic Trainee						
82241	N	B	X	Crew Leader, Senior						
	N	B		Multi-Disciplinary Crew Worker, Sr.						

Class Code	FLSA Status	Group Code	Non-Budgeted	Job Title	Annualized (FT - 2080 hours)			Hourly		
					Minimum	Midpoint	Maximum	Minimum	Midpoint	Maximum
42231	N	B	X	Water Process Technician						
10					\$35,755.20	\$44,699.20	\$53,643.20	\$17.19	\$21.49	\$25.79
4220	N	G		Accounting Clerk						
4160	N	G		Accounting Technician I						
4167	N	PT		Accounting Technician (Part Time)						
370	N	W		Administrative Associate						
367	N	PT		Administrative Associate (Part Time)						
11352	N	W		Community Service Officer						
40102	N	W		Customer Relations Specialist I						
	N	B		Equipment Operator II						
	N	PT		ADA Coordinator Assistant						
15020	N	G		EMS Accounting Technician						
6237	N	G		ITS Assistant						
30202	N	W		Library Associate						
61241	N	B		Ocean Lifeguard						
61251	N	PT		Ocean Lifeguard (on call)						
81351	N	B		Parks Maintenance Specialist						
61027	N	PT		Park Ranger						
01107	N	PT		Public Arts Assistant						
21020	N	G		Records Specialist						
61220	N	G		Recreation Specialist						
30230	N	G		Youth Program Assistant						
22357	N	W	X	Application Associate						
312	N	W	X	Customer Relations Clerk, Sr.						
15020	N	G		EMS Accounting Technician						
81251	N	B		Equipment Operator, Senior						
21007	N	PT	X	Records Specialist						
44221	N	B	X	Utilities Location Specialist						
44231	N	B	X	Assistant TV Specialist						
11					\$37,398.40	\$46,737.60	\$56,097.60	\$17.98	\$22.47	\$26.97
4170	N	G		Accounts Payable Specialist						

Class Code	FLSA Status	Group Code	Non-Budgeted	Job Title	Annualized (FT - 2080 hours)			Hourly		
					Minimum	Midpoint	Maximum	Minimum	Midpoint	Maximum
04200	N	G		Accounting Technican II						
00382	N	W		Administrative Associate, Senior						
240	N	G		Administrative Secretary						
	N	G		EMS Billing Coder						
372	N	G		Imaging Technician						
61217	N	PT		Pool Lifeguard, Sr.						
55010	N	G		Solid Waste Customer Service Representative						
11782	N	W	X	Code Compliance Inspector						
390	N	G	X	Customer Relations Assistant						
282	N	W		EMS Billing Specialist						
7030	N	G	X	Insurance Claims Specialist						
12					\$39,020.80	\$48,796.80	\$58,552.00	\$18.76	\$23.46	\$28.15
04210	N	G		Accounting Technican III						
22352	N	W		Application Technician						
81211	N	B		Building Maintenance Mechanic, Sr.						
15302	N	W		Community Standards Associate						
11372	N	G		Criminal Intelligence Analyst						
40112	N	W		Customer Relations Specialist II						
15202	N	W		EMS Billing Specialist I						
15212	N	B		Equipment Operator III						
11307	N	G		Evidence Tecnician (Part Time)						
56231	N	B		Fleet Mechanic Trainee						
63271	N	B		Golf Course Equipment Mechanic						
04540	N	G		Inventory Control Specialist						
46212	N	W		Laboratory Technician						
30240	N	G		Library Technology Specialist						
42251	N	B		Plant Operator Maintainer Trainee						
11210	N	G		Police Administrative Specialist I						
3032	N	W		Records Coordinator						
61260	N	G		Tennis Center Facility Coordinator						

Class Code	FLSA Status	Group Code	Non-Budgeted	Job Title	Annualized (FT - 2080 hours)			Hourly		
					Minimum	Midpoint	Maximum	Minimum	Midpoint	Maximum
40031	N	B		Utilities Field Technician III						
44241	N	B		Utilities Location Specialist, Sr.						
26212	N	W	X	Business Inspector (development)						
4322	N	W	X	Buyer						
11342	N	W	X	Crime Scene Technician						
11700	N	W	X	Code Compliance Specialist						
11302	N	W	X	Evidence Technician						
11312	N	W		Forfeiture Specialist						
81261	N	B		Heavy Equipment Operator						
30247	N	PT	X	Library Archivist						
342	N	W	X	Recording Secretary						
63251	N	G	X	Second Assistant Golf Course Superintendent						
40010	N	G	X	Utilities Meter Technician						
13					\$40,664.00	\$50,835.20	\$61,006.40	\$19.55	\$24.44	\$29.33
82271	N	B		Cemetery Sexton						
61261	N	B		Ocean Lifeguard Lieutenant						
81311	N	B		Utilities Maintenance Mechanic						
4190	N	G	X	Accounting Technician, Sr.						
11951	N	B	X	Animal Control Officer						
22360	N	G	X	Fee Coordinator						
44211	N	B	X	TV Truck Specialist						
14					\$42,307.20	\$52,873.60	\$63,460.80	\$20.34	\$25.42	\$30.51
259	E	G		Administrative Assistant						
01040	N	G		Administrative Assistant - Commission Aide						
21010	N	G		Administrative Assistant - Development Department						
15010	N	G		Administrative Assistant - Fire						
48010	N	G		Administrative Assistant - Utilities						
22432	N	W		Application Specialist						
8222	N	W		Communications Dispatcher						

Class Code	FLSA Status	Group Code	Non-Budgeted	Job Title	Annualized (FT - 2080 hours)			Hourly		
					Minimum	Midpoint	Maximum	Minimum	Midpoint	Maximum
8227	N	G		Communications Dispatcher (Part Time)						
25230	N	G		Community Improvement Specialist						
15312	N	W		Community Standards Specialist I						
70119	N	G		Contract Coordinator						
11412	N	W		Crime Scene Investigator I						
40122	N	W		Customer Relations Specialist III						
15292	N	W		EMS Billing Specialist III						
55331	N	B		Equipment Operator IV						
56251	N	B		Fleet Mechanic, Automotive						
56211	N	B		Fleet Mechanic						
56331	N	B		Parts Expediater						
46232	N	W		Laboratory Technician, Sr.						
3022	N	W		Minutes Specialist						
61039	E	G		Recreation Supervisor						
3012	N	W		Specialized Assistant - City Clerk						
42221	N	B		Water Treatment Plant Operator I						
81370	N	G	X	Arborist						
21060	N	G	X	Business Systems Analyst						
340	E	G	X	Customer Relations Supervisor (utilities)						
81221	N	B	X	Electrician (PW)						
81271	N	B	X	HVAC Mechanic						
11320	N	G	X	Police Records Clerk Supervisor (PD)						
1020	N	G	X	Public Affairs Specialist						
81291	N	B	X	Welder (Utilities)						
15					\$43,929.60	\$54,912.00	\$65,915.20	\$21.12	\$26.40	\$31.69
61169	E	G		Aquatics Supervisor						
70059	N	G		CADD Technician/Design Supervisor						
6200	N	G		Computer Support Specialist						
11422	N	W		Crime Scene Investigator II						
62039	E	G		Forester/Environmentalist						

Class Code	FLSA Status	Group Code	Non-Budgeted	Job Title	Annualized (FT - 2080 hours)			Hourly		
					Minimum	Midpoint	Maximum	Minimum	Midpoint	Maximum
4332	N	G	X	Senior Buyer						
4550	N	G		Supervisor, Materials and Distribution						
63069	E	G	X	Assistant Golf Course Superintendent						
4529	E	G	X	Assistant Manager, Warehouse						
61249	E	G	X	Pool Supervisor						
82320	N	G	X	Parks/Recreation Crew Leader						
6242	N	G	X	Video Production Specialist						
16					\$45,572.80	\$56,971.20	\$68,348.80	\$21.91	\$27.39	\$32.86
47302	N	W		Associate Utilities Inspector						
21002	N	W		Business Compliance Officer						
8212	N	W		Communications Specialist						
15322	N	W		Community Standards Specialist II						
11432	N	W		Crime Scene Investigator III						
55430	N	G		Equipment Operator V						
56241	N	B		Fleet Mechanic- Truck						
5100	N	G		Human Resources and Risk Coordinator I						
4180	N	G		Payroll Technician						
61010	N	G		Recreation & Assessment Specialist						
40041	N	B		Utilities Field Technician IV						
42211	N	B		Water Treatment Plant Operator II						
25210	N	G	X	Affordable Housing Administrator						
48329	E	G	X	Assistant Manager, Customer Relations (utilities)						
11762	N	W	X	Code Compliance Officer						
81231	N	B		Electrician, Senior						
44202	N	W		Environmental Inspector						
63029	E	G	X	Head Golf Professional						
5300	N	G	X	HR/Risk Coordinator						
5090	N	G	X	Human Resources Coordinator						
61250	E	G	X	Ocean Rescue Captain						
7010	N	G	X	Risk Coordinator						

Class Code	FLSA Status	Group Code	Non-Budgeted	Job Title	Annualized (FT - 2080 hours)			Hourly		
					Minimum	Midpoint	Maximum	Minimum	Midpoint	Maximum
17					\$47,216.00	\$59,009.60	\$70,824.00	\$22.70	\$28.37	\$34.05
6230	N	G		Computer Support Specialist II						
6220	N	G		Computer Support Specialist, Sr.						
82250	N	G		Crew Supervisor						
23010	N	G		Economic Development Specialist						
56201	N	B		Fleet Mechanic, Senior						
70109	E	G		GIS Analyst						
43200	N	G		Instrumentation & Control Technician						
61009	E	G		Parks & Recreation Crew Supervisor						
11220	N	G		Police Administrative Specialist II						
1030	N	G		Special Projects Coordinator						
21059	E	G		Supervisor, Development Services						
81321	N	B		Utilities Maintenance Mechanic, Sr.						
15272	N	W		Fire Inspector						
6010	N	G	X	Digital Media Specialist						
22332	N	W	X	Plan Review Analyst						
18					\$48,838.40	\$61,048.00	\$73,257.60	\$23.48	\$29.35	\$35.22
4149	N	G		Accountant						
11950	N	G		Animal Cruelty Investigator						
8020	N	G		Communications QA Supervisor						
8200	N	G		Communications Supervisor						
15332	N	W		Community Standards Specialist III						
25200	N	G		Construction Coordinator						
45001	N	B		Electrical & Instrumentation Technician I						
81230	N	B		Electrician, Master						
70262	N	W		Engineer Plans Analyst/Inspector						
56271	N	B		Fleet Mechanic, Senior - Auto						
5110	N	G		Human Resources and Risk Coordinator II						
22012	N	W		Inspector/Plans Examiner I						
30059	E	G		Librarian						

Class Code	FLSA Status	Group Code	Non-Budgeted	Job Title	Annualized (FT - 2080 hours)			Hourly		
					Minimum	Midpoint	Maximum	Minimum	Midpoint	Maximum
30057	N	PT		Librarian - PT						
40051	N	B		Utilities Field Technician IV - PS (Progressive Step)						
42201	N	B		Water Treatment Plant Operator III						
22392	N	W	X	Building Field Inspector						
11752	N	W	X	Code Compliance Officer, Sr.						
70212	N	W	X	Construction Inspector						
82260	N	G	X	Crew Supervisor, Senior						
23029	E	G		Development Services Coordinator						
24039	E	G	X	Economic Analyst/Planner (development)						
	N	G	X	Economic Development Coordinator						
70272	N	G	X	Engineering Technician						
15220	N	W	X	Fire Plans Reviewer/Inspector (fire rescue)						
62079	E	G	X	Grants Coordinator						
22017	N	PT	X	Inspector/Plans Examiner I - PT						
61139	E	G		Recreation Supervisor III						
48222	N	W	X	Utilities Field Inspector						
19					\$50,481.60	\$63,107.20	\$75,712.00	\$24.27	\$30.34	\$36.40
15242	N	W		Fire Inspector I						
11219	E	G		Accreditation Manager						
15252	N	W	X	Assistant Fire Marshal						
22372	N	W	X	Multi-Discipline Plan Review Analyst						
22232	N	W	X	Plan Review Analyst, Senior						
20					\$52,124.80	\$65,145.60	\$78,166.40	\$25.06	\$31.32	\$37.58
	E	G		Administrative Supervisor						
40100	N	G		Assistant Supervisor, Customer Relations						
44020	N	G		Assistant Supervisor, Utilities						
51049	E	G		Assistant to Director - Public Works						
30099	E	G		Assistant to Director - Library						
5079	E	G		Benefits Administrator						
46202	E	G		Chemist & Quality Assurance Officer						

Class Code	FLSA Status	Group Code	Non-Budgeted	Job Title	Annualized (FT - 2080 hours)			Hourly		
					Minimum	Midpoint	Maximum	Minimum	Midpoint	Maximum
81401	N	G		Chief Electrician						
15319	E	G		Community Standards Outreach Coordinator						
43400	N	G		District Energy Plant Operator/Maintainer						
45011	N	B		Electrical & Instrumentation Technician II						
1129	E	G		Executive Assistant						
15262	N	W		Fire Inspector II						
56261	N	B		Fleet Mechanic, Senior - Truck						
5139	E	G		Human Resources and Risk Coordinator III						
22022	N	W		Inspector/Plans Examiner II						
22027	N	PT		Inspector/Plans Examiner II - PT						
2039	E	G		Legal Assistant/Paralegal						
30109	E	G		Library Programming/Community Relations Coordinator						
61109	E	G		Ocean Rescue Chief						
61199	E	G		Manager, Cultural Arts						
4150	E	G		Payroll Administrator						
24009	E	G		Planner I						
6039	E	G		Programmer Analyst						
55029	E	G		Solid Waste Supervisor						
40060	N	G		Utilities Field Technician V						
81300	N	G		Utilities Maintenance Mechanic, Master						
11169	E	G		Victim Advocate						
47312	N	W		Utilities Inspector						
42241	N	G		Water Treatment Plant Lead Operator						
01089	E	G	X	Administrative Assistant - City Manager's Office						
00109	E	G	X	Assistant to Director						
22402	N	W	X	Building Field Inspector, Sr.						
11729	E	G		Code Compliance Coordinator						
11792	N	W	X	Chief Code & Rehabilitation Officer						
7049	E	G	X	Claims Administrator						
70089	E	G	X	Contract Administrator						

Class Code	FLSA Status	Group Code	Non-Budgeted	Job Title	Annualized (FT - 2080 hours)			Hourly		
					Minimum	Midpoint	Maximum	Minimum	Midpoint	Maximum
5089	E	G	X	Human Resources Generalist						
5009	E	G	X	Human Resources Project Manager						
22382	N	W	X	Multi-Discipline Building Field Inspector						
24049	E	G	X	Planner						
5069	E	G	X	Recruitment/Employment Coordinator						
21					\$53,747.20	\$67,204.80	\$80,641.60	\$25.84	\$32.31	\$38.77
63079	E	Y	X	Manager, Golf Operations						
22422	N	W	X	Multi-Discipline Plan Review Analyst, Sr.						
22					\$55,390.40	\$69,243.20	\$83,075.20	\$26.63	\$33.29	\$39.94
8049	E	G		Assistant Manager, Communications						
6099	E	G		Business Systems Analyst, ITS						
6050	N	G		Communications/Network Coordinator						
45000	N	G		Control Systems Technician						
01199	E	G		Events Manager						
56289	E	G		Fleet Mechanic, Master- Fire						
22032	N	W		Inspector/Plans Examiner III						
30079	E	G		Library Information Technology Manager						
30089	E	G		Librarian, Senior						
1179	E	G		Marketing Manager						
61159	E	G		Marketing & Outreach Manager - Recreation						
6059	E	G		Network Administrator						
11130	E	G		Police Digital Systems and Public Records Specialist						
24089	E	G		Planner II						
61119	E	G		Recreation Administrator						
6679	E	G		Web Design Coordinator						
24099	E	G	X	Historic Preservation Planner						
5319	E	G	X	HR/Risk Project Manager						
22037	N	PT	X	Inspector/Plans Examiner III - PT						
22412	N	W	X	Multi-Discipline Building Field Inspector, Sr.						
23					\$57,012.80	\$71,281.60	\$85,529.60	\$27.41	\$34.27	\$41.12

Class Code	FLSA Status	Group Code	Non-Budgeted	Job Title	Annualized (FT - 2080 hours)			Hourly		
					Minimum	Midpoint	Maximum	Minimum	Midpoint	Maximum
15199	E	G		Administrative Supervisor, EMS Billing						
30039	E	G		Division Head Librarian						
15089	N	G		Fire Protection Engineer						
1139	E	G		Grants and ADA Coordinator						
11309	E	G		Police Records Manager						
52039	E	G		Project Supervisor - Public Works						
15329	E	G		Supervisor, Community Standards						
24					\$58,656.00	\$73,320.00	\$87,984.00	\$28.20	\$35.25	\$42.30
70219	E	G		Associate Engineer						
47309	E	G		Chief Utilities Inspector						
21089	E	G		Customer Support Services Manager						
3029	E	G		Deputy City Clerk						
21099	E	G		Development Services Manager						
22042	N	W		Inspector/Plans Examiner IV						
4539	E	G		Manager, Materials and Distribution						
11179	E	G		Police Budget Services Administrator						
11159	E	G		Public Information Officer						
70209	E	G		Senior GIS Analyst						
56349	E	G		Supervisor, Fleet Mechanic						
70129	E	G	X	Associate Engineer-Utilities						
21049	E	G	X	Business Development Specialist						
21079	E	G		Business Tax and Zoning Manager						
48049	E	G	X	Chief Field Inspector						
22047	N	PT	X	Inspector/Plans Examiner IV						
4519	E	G	X	Manager, Warehouse						
24079	E	G	X	Manager, Zoning and Business Tax						
70079	E	G		Project Manager (PW)						
25					\$60,299.20	\$75,358.40	\$90,438.40	\$28.99	\$36.23	\$43.48
22039	E	G		Deputy Building Official						
30069	E	G		Public Arts Manager						

Class Code	FLSA Status	Group Code	Non-Budgeted	Job Title	Annualized (FT - 2080 hours)			Hourly		
					Minimum	Midpoint	Maximum	Minimum	Midpoint	Maximum
24029	E	G		Senior Planner						
24199	E	G		Historic Preservation Planner, Sr.						
4319	E	G	X	Purchasing Agent (Finance)						
4169	E	G	X	Revenue Manager						
5349	E	G	X	Risk Administrator						
26					\$61,921.60	\$77,417.60	\$92,892.80	\$29.77	\$37.22	\$44.66
6079	E	G		ITS Network Manager						
6089	E	G		ITS Support Manager						
11319	E	G		Police Systems Engineer						
70189	E	G		Project Manager, Landscape Architect						
61189	E	G		Recreation Manager						
70229	E	G		Staff Engineer						
40109	E	G		Supervisor, Customer Relations						
41029	E	G		Supervisor, Meter Reading and Services						
45409	E	G		Supervisor, Pumping Stations						
44209	E	G		Supervisor, Wastewater/Stormwater						
41019	E	G		Supervisor, Water Distribution						
61129	E	G		Events and Program Manager						
56019	E	G		Fleet Administrator						
5329	E	G		Human Resources Administrator						
48239	E	G	X	Maintenance Manager						
62119	E	Y		Manager, Forestry & Grounds						
62059	E	G	X	Manager, Parks						
61099	E	G	X	Manager, Sr., Recreation Programs						
70139	E	G		Staff Engineer-Utilities						
52019	E	G	X	Supervisor, Facilities Management						
48079	E	G	X	Supervisor, Inspections & Locations						
49019	E	G	X	Supervisor, Utilities Stormwater						
44019	E	G	X	Supervisor, Wastewater Coll./Pumping Stations						
27					\$63,564.80	\$79,456.00	\$95,347.20	\$30.56	\$38.20	\$45.84

Class Code	FLSA Status	Group Code	Non-Budgeted	Job Title	Annualized (FT - 2080 hours)			Hourly		
					Minimum	Midpoint	Maximum	Minimum	Midpoint	Maximum
63059	E	G		Golf Course Superintendent						
25019	E	Y		Manager, Community Improvement						
46029	E	G		Supervisor, Water Quality/Conservation						
11719	E	Y	X	Code Compliance Administrator						
44039	E	G	X	Environmental Health & Safety Administrator						
63099	E	Y	X	Manager, Golf Maintenance						
5339	E	G	X	Safety Administrator						
15149	E	G	X	Supervisor, Finance and EMS Billing						
49029	E	G	X	Utilities Stormwater Supervisor/Community Rating System Coordinator						
28					\$65,208.00	\$81,494.40	\$97,801.60	\$31.35	\$39.18	\$47.02
42019	E	G		Chief Operator						
63119	E	Y		Golf Course Manager						
61149	E	Y		Recreation Superintendent						
23019	E	Y		Manager of Economic Development						
49039	E	G		Stormwater Utilities Supervisor						
29					\$66,830.40	\$83,553.60	\$100,256.00	\$32.13	\$40.17	\$48.20
05369	E	G		Human Resources Manager						
8019	E	G		Manager, Communications Systems						
52049	E	G		Manager, Infrastructure Maintenance						
48059	E	G		Utilities System Administrator						
70049	E	G		Project Manager, Sr.						
30					\$68,473.60	\$85,592.00	\$102,710.40	\$32.92	\$41.15	\$49.38
4209	E	G		Budget Manager						
56359	E	G		Fleet Manager						
48169	E	G		Manager, Asset Management System						
5149	E	G		Manager, Risk and Wellness						
55019	E	G		Manager, Solid Waste						
24059	E	G		Principal Planner						
04229	E	G		Purchasing Manager						

Class Code	FLSA Status	Group Code	Non-Budgeted	Job Title	Annualized (FT - 2080 hours)			Hourly		
					Minimum	Midpoint	Maximum	Minimum	Midpoint	Maximum
70239	E	G		Senior Engineer						
48149	E	G		Sustainability Coordinator						
4219	E	G		Accounting Manager						
15099	E	G	X	Administration and Finance Officer						
1079	E	G	X	Communications Manager						
42259	E	G	X	Control Systems Engineer (Utilities)						
15109	E	G	X	Emergency Manager/Community Relations Spec., Fire Engineer						
70009	E	G	X	Manager, Human Resources & Risk Projects						
55019	E	G	X	Manager, Solid Waste						
01169	E	G	X	Public Information Manager						
70149	E	G	X	Senior Engineer-Utilities						
70039	E	G	X	Utilities Engineer						
31					\$70,116.80	\$87,630.40	\$105,144.00	\$33.71	\$42.13	\$50.55
27019	E	Y	X	Neighborhood Project Specialist						
32					\$71,739.20	\$89,668.80	\$107,619.20	\$34.49	\$43.11	\$51.74
30029	E	G		Assistant Director, Library						
22019	E	Y		Building Official						
15139	E	G	X	Deputy Fire Marshal						
1049	E	Y	X	Director, Media & Public Communications						
48319	E	G	X	Manager, Customer Relations						
62069	E	Y	X	Parks Superintendent (PW)						
33					\$73,382.40	\$91,728.00	\$110,073.60	\$35.28	\$44.10	\$52.92
61179	E	Y		Assistant Director, Recreation & Parks						
34					\$75,004.80	\$93,766.40	\$112,528.00	\$36.06	\$45.08	\$54.10
15219	E	G		Assistant Chief of EMS						
15209	E	G		Assistant Chief of Training - Fire						
70169	E	G		City Engineer						
15009	E	G		Fire Marshal						
15339	E	Y		Manager, Community Standards						
24119	E	G		Planning & Zoning Administrator						

Class Code	FLSA Status	Group Code	Non-Budgeted	Job Title	Annualized (FT - 2080 hours)			Hourly		
					Minimum	Midpoint	Maximum	Minimum	Midpoint	Maximum
24019	E	Y		Director, Planning & Zoning						
15079	E	G	X	Fire Training & Safety Coordinator/Division Chief						
5109	E	Y	X	Manager, Human Resources and Risk						
1099	E	Y	X	Assistant to the City Manager						
5359	E	G	X	Human Resources and Risk Administrator						
35					\$76,648.00	\$95,804.80	\$114,961.60	\$36.85	\$46.06	\$55.27
36					\$78,291.20	\$97,864.00	\$117,436.80	\$37.64	\$47.05	\$56.46
4199	E	G		Deputy Director of Financial Services						
6079	E	G		ITS Network Manager						
48159	E	Y		Manager, Customer Relationships						
6029	E	G	X	Manager, ITS						
51029	E	Y	X	Assistant Director, Public Works						
48089	E	Y	X	Manager, Administration & Finance						
21029	E	Y	X	Assistant Director, Development						
37					\$80,288.00	\$100,360.00	\$120,432.00	\$38.60	\$48.25	\$57.90
48129	E	Y		Manager, Engineering - Utilities						
48119	E	Y		Manager, Water Quality & Treatment						
48099	E	Y		Manager, Field Operations						
7019	E	Y	X	Manager, Risk Management						
38					\$81,556.80	\$101,961.60	\$122,345.60	\$39.21	\$49.02	\$58.82
39					\$85,841.60	\$107,307.20	\$128,752.00	\$41.27	\$51.59	\$61.90
	E	Y		Assistant Director, Human Resources and Risk						
48139	E	G		Manager, Technical Services						
51039	E	Y	X	Assistant Director, Public Works./City Engineer(PW)						
48039	E	Y	X	Deputy Director, Utilities Eng. & Cust. Relations (Util)						

Class Code	FLSA Status	Group Code	Non-Budgeted	Job Title	Annualized (FT - 2080 hours)			Hourly		
					Minimum	Midpoint	Maximum	Minimum	Midpoint	Maximum
48029	E	Y	X	Deputy Director, Utilities Operations						
5019	E	Z	X	Director, Human Resources						
40					\$87,297.60	\$109,116.80	\$130,936.00	\$41.97	\$52.46	\$62.95
41					\$88,774.40	\$110,968.00	\$133,182.40	\$42.68	\$53.35	\$64.03
42					\$90,105.60	\$112,632.00	\$135,158.40	\$43.32	\$54.15	\$64.98
3019	E	Y		City Clerk						
30019	E	Y		Director, Library						
01189	E	Y		Director, Public Communications and Marketing	Moved from Gr 30					
43					\$94,203.20	\$117,769.60	\$141,315.20	\$45.29	\$56.62	\$67.94
15309	E	Y		Director, Community Standards						
11199	E	G		Police Captain						
44					\$97,032.00	\$121,305.60	\$145,558.40	\$46.65	\$58.32	\$69.98
61019	E	Y		Director, Recreation & Parks						
11139	E	Y		Police Major						
45					\$98,571.20	\$123,219.20	\$147,867.20	\$47.39	\$59.24	\$71.09
11189	E	Y		Assistant Police Chief						
15189	E	Y		Deputy Fire Chief - Administration & Emergency Manager						
15179	E	Y		Deputy Fire Chief - Operations						
46					\$101,088.00	\$126,360.00	\$151,632.00	\$48.60	\$60.75	\$72.90
47					\$103,646.40	\$129,563.20	\$155,480.00	\$49.83	\$62.29	\$74.75
48					\$106,288.00	\$132,849.60	\$159,432.00	\$51.10	\$63.87	\$76.65

Class Code	FLSA Status	Group Code	Non-Budgeted	Job Title	Annualized (FT - 2080 hours)			Hourly		
					Minimum	Midpoint	Maximum	Minimum	Midpoint	Maximum
1019	E	Z		City Manager						
98					-----	-----	-----	-----	-----	-----
19	E	PT		City Commissioner						
29	E	PT		City Mayor						
NC					-----	-----	-----	-----	-----	-----
63347	N	G		Golf Course Cart Attendant						
91007	N	TP		Temporary Employee (Part Time)						
63317	N	PT	X	Golf Course Range Attendant						
6232	N	G	X	Intern, ITS/GIS						
61257	N	PT	X	Recreation Leader Trainee						
407	N	PT	X	Student Clerk						
POR					\$53,983.00	-----	-----	\$25.95	-----	-----
11360	N	G		Police Officer (Non-Certified)						

Legend:

Blue Font = Non-budgeted classifications

Green Font = Classifications and Changes for FY 2019-2020

Pay Grade

NC = Non-Classified

POR = Police Officer Recruit

FLSA Status

E = Exempt

N = Non-Exempt

Group Code (Gp)

B = Blue Collar

G = General

PT = Part Time

Class Code	FLSA Status	Group Code	Non-Budgeted	Job Title	Annualized (FT - 2080 hours)			Hourly		
					Minimum	Midpoint	Maximum	Minimum	Midpoint	Maximum

- SE = Seasonal Employee
- W = White Collar
- Y = Division Head
- Z = Department Head

NOTE: Police Officer Recruits ("POR" Pay Grade) have an assigned job title and pay range separate from the general definition of trainee or apprentice. The range is approximately 5% below the range for a Police Officer.

The City of Boynton Beach



City Clerk's Office
3301 Quantum Blvd, Ste 101
Boynton Beach FL 33426
(561) 742-6060
FAX: (561) 742-6090
E-mail: cityclerk@bbfl.us
www.boynton-beach.org

CERTIFICATION

I, **CRYSTAL GIBSON, CITY CLERK** of the City of Boynton Beach, Florida, do hereby certify that the attached Resolution No. R19-093 consisting of two (2) pages, is a true and correct copy as it appears in the records of the City of Boynton Beach, Florida.

WITNESS, my hand and the corporate seal of the CITY OF BOYNTON BEACH, FLORIDA, dated this 19th day of September 2019.

**CRYSTAL GIBSON, MMC
CITY CLERK**

(SEAL)



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RESOLUTION R19-093

A RESOLUTION OF THE CITY OF BOYNTON BEACH, FLORIDA ADOPTING A FINAL MILLAGE RATE FOR THE CITY'S GENERAL OPERATING FUND FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2019 AND ENDING SEPTEMBER 30, 2020, PROVIDING THAT FINAL MILLAGE RATE OF 7.9000 MILLS IS 4.75% ABOVE THE ROLLED-BACK RATE OF 7.5418 MILLS; PROVIDING FOR SEVERABILITY, CONFLICTS AND PROVIDING AN EFFECTIVE DATE.

13 **WHEREAS**, a final budget has been prepared estimating expenditures and revenues
14 of the City of Boynton Beach, Florida, for the ensuing year, with detailed information,
15 including revenues to be derived from sources other than ad valorem levy, and the
16 administrative staff of the City has made recommendations as to the amount necessary to be
17 appropriated for the ensuing year; and

18 **WHEREAS**, the City Commission has given notice of and conducted the public
19 hearings required by law and has considered the recommendations of staff and the
20 comments of the public, the suggested budget, and the proposed millage necessary to be
21 levied to carry on the government of the City for the ensuing year;

22 **WHEREAS**, the City of Boynton Beach, Florida, has followed the procedures as
23 outlined in Florida Statutes Section 200.065.

24 **NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF**
25 **THE CITY OF BOYNTON BEACH, FLORIDA THAT:**

26 Section 1. The foregoing "Whereas" clauses are hereby ratified and confirmed as
27 being true and correct and are hereby made a specific part of this Resolution upon adoption
28 hereof.

29 Section 2. The City Commission of the City of Boynton Beach, Florida hereby
30 adopts the final millage rate of 7.9000 for the General Fund. The final millage rate is
31 4.75% above the computed rolled-back rate of 7.5418.

The City of Boynton Beach



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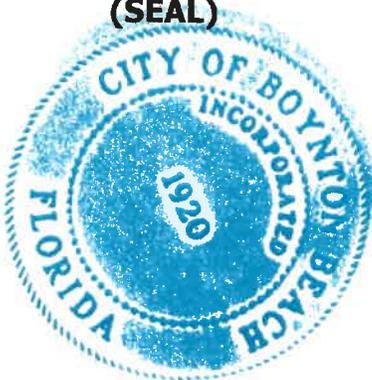
CERTIFICATION

I, CRYSTAL GIBSON, CITY CLERK of the City of Boynton Beach, Florida, do hereby certify that the attached Resolution No. R19-094 consisting of four (4) pages, is a true and correct copy as it appears in the records of the City of Boynton Beach, Florida.

WITNESS, my hand and the corporate seal of the CITY OF BOYNTON BEACH, FLORIDA, dated this 19th day of September 2019.

**CRYSTAL GIBSON, MMC
CITY CLERK**

(SEAL)



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RESOLUTION R19-094

**A RESOLUTION OF THE CITY OF BOYNTON BEACH,
FLORIDA, ADOPTING A FINAL BUDGET FOR THE
FISCAL YEAR BEGINNING OCTOBER 1, 2019, AND
ENDING SEPTEMBER 30, 2020; PROVIDING FOR
SEVERABILITY, CONFLICTS, AND AN EFFECTIVE
DATE.**

WHEREAS, a final budget has been prepared by the City Manager estimating expenditures, transfers, and revenues of the City of Boynton Beach for the ensuing year, with detailed information, including revenues to be derived from sources other than the ad valorem tax levy, and she has made recommendations as to the amount necessary to be appropriated for the ensuing year; and

WHEREAS, the City Commission of the City of Boynton Beach has conducted a public hearing in accordance with s. 200.065 Florida Statutes on the City's tentative budget and the proposed millage rate.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF
THE CITY OF BOYNTON BEACH, FLORIDA:**

Section 1. The foregoing "Whereas" clauses are hereby ratified and confirmed as being true and correct and are hereby made a specific part of this Resolution upon adoption hereof.

Section 2. That the tentative budget of the City of Boynton Beach, Florida, for the fiscal year beginning October 1, 2019 and ending September 30, 2020, a copy of which is attached hereto, is hereby adopted and the appropriations set out therein are hereby made to maintain and carry on the government of the City of Boynton Beach, Florida.

Section 3. There is hereby appropriated the sum of \$ 96,358,776 to the **General Fund** for the payment of operating expenditures, transfers to other funds, and necessary capital outlays for the City Government pursuant to the terms of the above budget.

Section 4. That there is hereby appropriated the sum of \$ 1,356,009 to the **Traffic Safety Special Revenue Fund** for the payment of operating expenditures, transfers to other funds, and necessary capital outlays.

34 Section 5. That there is hereby appropriated the sum of \$ 1,301,150 to the
35 **Local Option Gas Tax Special Revenue Fund** for the payment of operating expenditures,
36 transfers to other funds, and necessary capital outlays.

37 Section 6. That there is hereby appropriated the sum of \$ 245,580 to the
38 **Community Improvements Special Revenue Fund** for the payment of operating
39 expenditures, transfers to other funds, and necessary capital outlays.

40 Section 7. That there is hereby appropriated the sum of \$ 1,091,420 to the
41 **Public Arts Special Revenue Fund** for the payment of operating expenditures, transfers to
42 other funds, and necessary capital outlays.

43 Section 8. That there is hereby appropriated the sum of \$ 496,051 to the
44 **Recreation Program Special Revenue Fund** for the payment of operating expenditures,
45 transfers to other funds, and necessary capital outlays.

46 Section 9. That there is hereby appropriated the sum of \$ 10,200,000 to the
47 **Public Service Tax Debt Service Fund** for the purpose of payment operating expenditures,
48 transfers to other funds, and the principal and interest due on the public service tax bonds of
49 the City not subject to statutory exemptions and for redeeming such bonds as they mature.

50 Section 10. That there is hereby appropriated the sum of \$ 1,245,102 to the
51 **General Capital Improvement Capital Projects Fund** for the payment of transfers to
52 other funds and capital outlays pursuant to the terms of the above budget.

53 Section 11. That there is hereby appropriated the sum of \$ 7,060,424 to the
54 **Local Government Surtax Capital Projects Fund** for the payment of transfers to other
55 funds and capital outlays pursuant to the terms of the above budget.

56 Section 12. That there is hereby appropriated the sum of \$ 101,067 to the
57 **Parks & Recreation Facilities Trust Fund** for the payment of transfers to other funds and
58 capital outlays pursuant to the terms of the above budget.

59 Section 13. That there is hereby appropriated the sum of \$ 50,939,770 to the
60 **Water and Sewer Utility Enterprise Fund** for operating expenditures, debt service,
61 transfers to other funds, and necessary capital outlay.

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64 Section 14. That there is hereby appropriated the sum of \$ 26,231,500 to
65 the **Water and Sewer Utility Capital Improvement Enterprise Fund** for the payment of
66 capital outlays pursuant to the terms of the above budget.

67 Section 15. That there is hereby appropriated the sum of \$ 2,199,465 to the **Golf**
68 **Course Enterprise Fund** for operating expenditures, transfer to other funds, and necessary
69 capital outlays.

70 Section 16. That there is hereby appropriated the sum of \$ 11,389,923 to the
71 **Solid Waste Enterprise Fund** for the payment of operating expenditures, transfers to other
72 funds and necessary capital outlays.

73 Section 17. That there is hereby appropriated the sum of \$ 8,962,586 to the
74 **Fleet Maintenance Internal Service Fund** for the payment of operating expenditures,
75 transfers to other funds, and necessary capital outlays.

76 Section 18. That there is hereby appropriated the sum of \$ 442,049 to the
77 **Materials & Distribution Internal Service Fund** for the payment of operating
78 expenditures, transfers to other funds, and necessary capital outlays.

79 Section 19. That there is hereby appropriated the sum of \$ 6,119,866 to the **Self-**
80 **Insurance Internal Service Fund** for the payment of operating expenditures, transfers to
81 other funds, and necessary capital outlays.

82 Section 20. That there is hereby appropriated the sum of \$ 277,392 the
83 **Cemetery Special Revenue Fund** for the payment of operating expenditures, transfers to
84 other funds, and necessary capital outlays.

85 Section 21. All delinquent taxes collected during the ensuing fiscal year as
86 proceeds from levies of operation millages of prior years are hereby specifically
87 appropriated for the use of the General Fund.

88 Section 22. If any clause, section or other part of this Resolution shall be held by
89 any court of competent jurisdiction to be unconstitutional or invalid, such unconstitutional
90 or invalid part shall be considered as eliminated and shall in no way affect the validity of the
91 remaining portions of this Resolution.

92 Section 23. All Resolutions or parts of Resolutions in conflict herewith are hereby
93 repealed to the extent of such conflict.

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Section 24. This Resolution shall become effective immediately upon passage.

PASSED AND ADOPTED this 17th day of September, 2019.

CITY OF BOYNTON BEACH, FLORIDA

YES	NO
<input checked="" type="checkbox"/>	<input type="checkbox"/>
VOTE	
<u>50</u>	

Mayor – Steven B. Grant

Vice Mayor – Justin Katz

Commissioner – Mack McCray

Commissioner – Christina L. Romelus

Commissioner – Ty Penserga

ATTEST:

Crystal A. Gibson
Crystal Gibson, MMC
City Clerk

(Corporate Seal)





CITY OF BOYNTON BEACH

3301 Quantum Boulevard
Boynton Beach, FL 33426
www.boynton-beach.org