



# FY 2020-2021 PROPOSED BUDGET

---

City of Boynton Beach, Florida



# Table of Contents

---

FY 2020-2021 Proposed Budget



<b>CITY VALUES, MISSION, CORE BELIEFS &amp; INITIATIVES</b> .....	<b>i</b>
<b>CITY DISTRICT &amp; LOCATION MAP</b> .....	<b>ii</b>
<b>CITY COMMISSION MEMBERS and CITY MANAGER</b> .....	<b>iii</b>

## **BUDGET SUMMARY**

Organizational Chart .....	<b>8</b>
Senior Management Team .....	<b>9</b>
FY2018/19 Budget & Fire Assessment Calendar .....	<b>10</b>
Brief Explanation of Funds .....	<b>11</b>
Budget and Budgeting Process .....	<b>14</b>
Accounting System and Budgetary Control .....	<b>15</b>
All Funds Budget Chart .....	<b>16</b>
General Fund Revenue Chart .....	<b>17</b>
Revenue Summary - All Funds .....	<b>18</b>
General Fund Appropriations Charts .....	<b>20</b>
Expenditure Summary - All Funds .....	<b>21</b>
Personnel Summary – All Funds .....	<b>23</b>
Summary of Personnel Changes .....	<b>26</b>
Summary of Outstanding Debt .....	<b>27</b>

## **GENERAL FUND**

Tax Millage & Assessed Valuation .....	<b>30</b>
General Fund Revenues Chart .....	<b>33</b>
Budget Summary: General Fund Revenues .....	<b>34</b>
General Fund Appropriations Charts .....	<b>37</b>
Budget Summary: General Fund Departments Summary of Expenditures .....	<b>40</b>

## **General Fund Departments with Org. Charts, Initiatives & Metrics, Personnel Allocation, Budget**

City Commission [001-1110-511] .....	<b>45</b>
City Manager [001-1210-512] .....	<b>48</b>
City Hall/General Administration [001-1211-512] .....	<b>51</b>
Town Square [001-1214-512] .....	<b>52</b>
Marketing/Communications [001-1212-519] .....	<b>53</b>
Special Events [001-1213-512] .....	<b>56</b>
City Clerk [001-1310-512] .....	<b>59</b>
Financial Services [001-1410-513] .....	<b>62</b>
Information Technology Services [001-1510-513] .....	<b>65</b>
Human Resources [001-1610-513] .....	<b>68</b>
City Attorney [001-1910-514] .....	<b>71</b>
Police - Uniform Services [001-2110-521] .....	<b>74</b>
Police - Administrative Services [001-2111-521] .....	<b>78</b>
Police - Support Services [001-2112-521] .....	<b>83</b>
Fire Rescue [001-2210-522] .....	<b>87</b>
Community Standards [001-2211-522] .....	<b>91</b>
Emergency Management [001-2220-525] .....	<b>94</b>
Development Services [001-2410-524] .....	<b>95</b>
Building [001-2411-524] .....	<b>98</b>



Planning & Zoning [001-2414-515] . . . . .	101
Economic Development [001-2419-559] . . . . .	104
Public Works Administration [001-2510-539] . . . . .	107
Facilities Management [001-2511-519] . . . . .	111
Streets Maintenance [001-2512-541] . . . . .	114
Engineering [001-2413-524] . . . . .	117
Parks & Grounds [001-2730-572] . . . . .	120
Library [001-2610-571] . . . . .	123
School House Museum [001-2612-571] . . . . .	126
Recreation [001-2710-572] . . . . .	127

## UTILITY FUND

Utility Fund Revenues and Appropriations Charts . . . . .	131
Utility Fund Comparative Statement of Net Income . . . . .	132
Utility Summary Revenues . . . . .	133
Department Summary . . . . .	134
Summary of Expenditures . . . . .	135
Budget Summary Operating Departments and Capital Outlay . . . . .	138
Bond Coverage Requirements . . . . .	138

### Utility Fund Departments with Org. Charts, Personnel Allocation, Budget

District Energy Plant [401-2805-536] . . . . .	139
Water Distribution [401-2810-536] . . . . .	141
Public Water Treatment [401-2811-536] . . . . .	143
Meter Reading & Services [401-2814-536] . . . . .	147
Wastewater Collection [401-2815-536] . . . . .	149
Wastewater Pumping Stations [401-2816-536] . . . . .	152
Sewage Treatment [401-2817-536] . . . . .	155
Water Quality [401-2819-536] . . . . .	156
Utilities Administration [401-2821-536] . . . . .	158
General Administration [401-2822-536] . . . . .	162
Utilities Engineering [401-2823-536] . . . . .	163
Stormwater Utilities [401-2824-536] . . . . .	166
Customer Relations [401-2825-536] . . . . .	169
Debt Service [401-3011-517] . . . . .	171

<b>SOLID WASTE FUND [431-2515-534] . . . . .</b>	<b>172</b>
--------------------------------------------------	------------

## GOLF COURSE FUND

### Golf Course Departments [Dept. Number]

Administration/Operations [411-2910-572] . . . . .	182
Maintenance [411-2911-572] . . . . .	186

<b>FLEET MAINTENANCE FUND [501-2516-519] . . . . .</b>	<b>189</b>
--------------------------------------------------------	------------

<b>MATERIALS &amp; DISTRIBUTION FUND [502-1412-513] . . . . .</b>	<b>196</b>
-------------------------------------------------------------------	------------

<b>SELF INSURANCE (RISK MGMT) FUND [522-1710-519] . . . . .</b>	<b>202</b>
-----------------------------------------------------------------	------------

<b>TRAFFIC FUND [103-2110-521] . . . . .</b>	<b>208</b>
----------------------------------------------	------------





LOCAL OPTION GAS TAX FUND [104-2512-541] .....	212
COMMUNITY IMPROVEMENTS FUND [122-2418-554] .....	217
PUBLIC ARTS FUND [151-2611-579] .....	223
PARKS & RECREATION TRUST FUND [141-2710-572] .....	229
RECREATION PROGRAM REV. FUND [172-2712-572] .....	232
DEBT SERVICE FUNDS [207-3011-517] .....	238
CEMETERY FUND [631/632-3110-539] .....	241
 <b>CAPITAL IMPROVEMENTS</b>	
CIP 2020 - 2021 PROPOSED Budget (Fund 302) .....	250
CIP 2020 - 2021 PROPOSED Budget (Fund 303) .....	251
CIP 2020 - 2021 PROPOSED Budget (Fund 403, 404) .....	255



## **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**

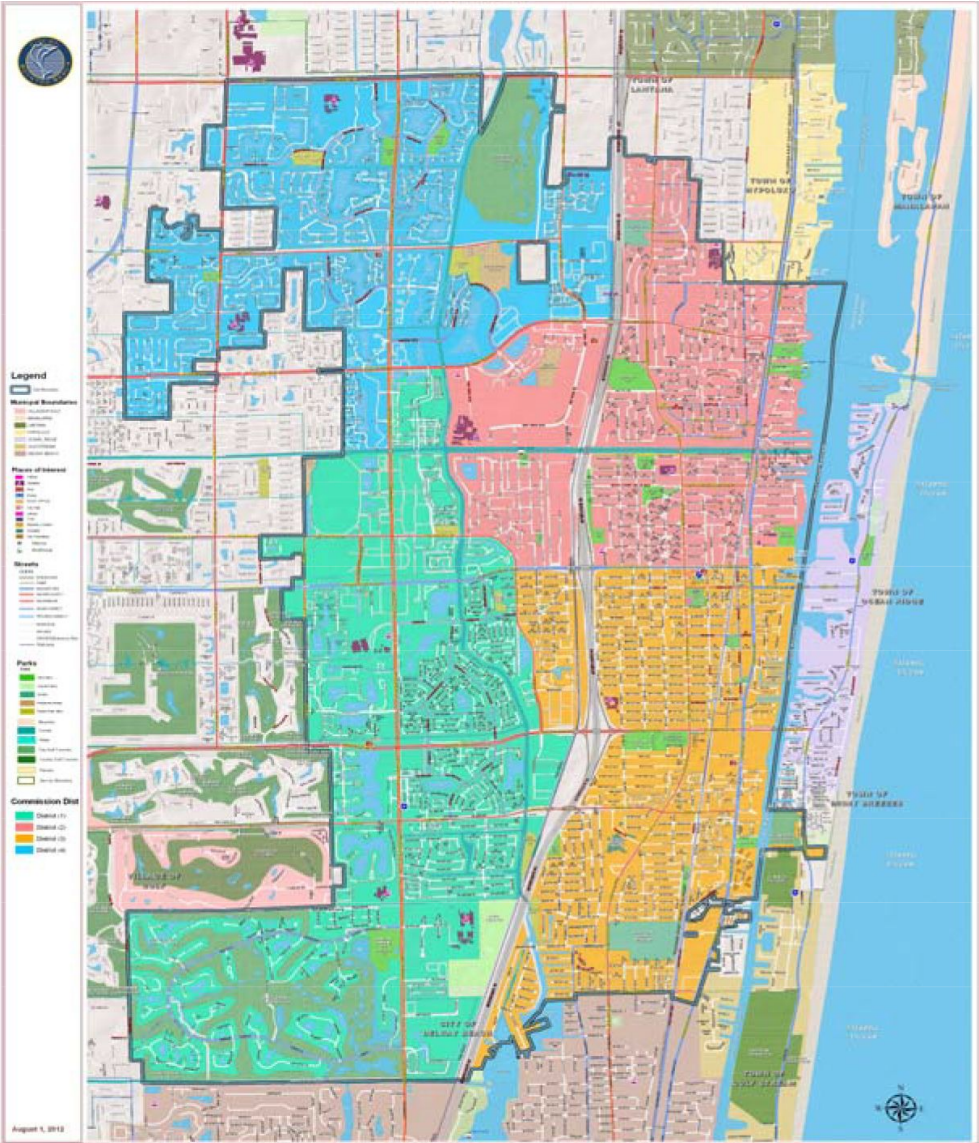
## **Core Beliefs**

**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**







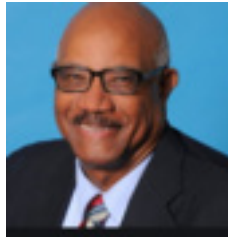
## Boynton Beach Mayor, City Commissioners, and City Manager



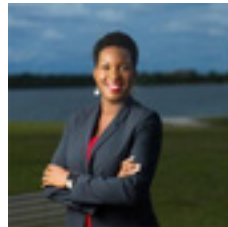
**Mayor Steven B. Grant, At-Large**



**Commissioner Justin Katz, District I**



**Commissioner Woodrow Hay, District II**



**Commissioner Christina Romelus, District III**



**Vice Mayor Ty Penserga, District IV**



**CITY MANAGER: Lori LaVerriere**



# Budget Summary

---

FY 2020-2021 Proposed Budget

To: The Honorable Mayor and Members of the City Commission

From: Lori LaVerriere, City Manager

Date: July 1, 2020

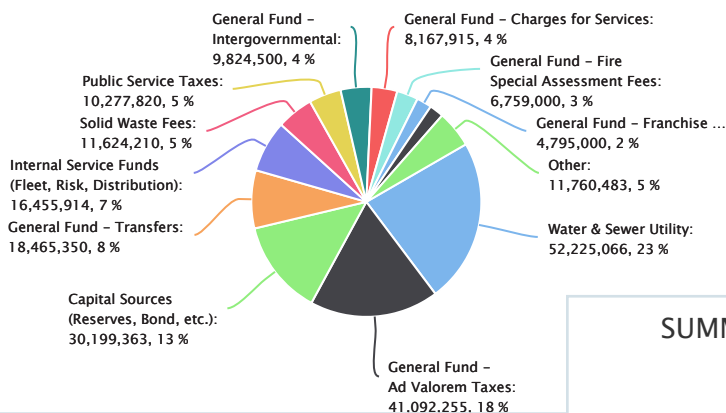
Subject: Proposed Budget for Fiscal Year 2020-21

Commissioners and Citizens of Boynton Beach, I am pleased to present the Proposed Budget for Fiscal Year 2020-21 that includes all Funds, \$226.1M of which the Capital Improvement Plan is \$30.1M. Per the Palm Beach County Property Appraiser, the City's current gross taxable value for FY 2020-21 is \$6,601,111,720. This is an increase of 6.21% over FY 2019-20 final gross taxable value of \$6,215,203,426. 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'S FINANCIAL OVERVIEW

For the coming Fiscal Year 2020-21, the General Budget increased by \$2,773,131 or 2.9% over FY 2019-20 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 proposed no change for the Fire Assessment for FY 2020-21, \$120 annually per residential unit, nor the square footage costs for non-residential property use categories. The Proposed FY 2020-21 General Fund Budget does not require any appropriation of fund balance, the amount is \$-.

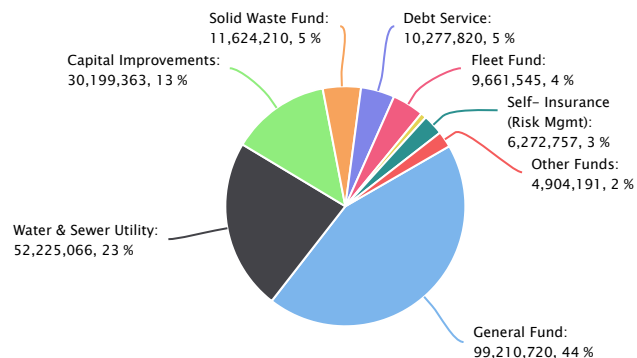
#### SUMMARY OF ALL FUNDS – FUNDING SOURCES



**All Funds Proposed Funding Sources** – The largest funding sources is the Water, Sewer and Stormwater fees, aggregating \$52.20M, represent 23.08% of the total \$226.20M followed by Capital (Surtax and Cap Fees) and Bond sources for \$30.20M, 13.35%. The property taxes of \$41.10M (net of CRA TIF funding) only fund 18.17% of total funding sources and 40% of the City's General Fund. Interfund transfers for the General Fund totaled \$18.50M (8.18% of all total funding sources).

**All Funds Proposed Expenditure Budget** - The City's total Proposed Budget for all funds total \$226.20M. The General Fund represents 43.86% of that total with expenditures of \$99.20M. The Water & Sewer Utility Fund is \$52.20M, 23.08% of the total. The Capital Improvement Fund (General and Utility Funds) is \$ 30.20M, 13.35% of the total and the Solid Waste Fund represents \$11.60M, 5.13% of the total \$226.20M. The remaining funds aggregate 14.6% of the total Proposed Budget.

#### SUMMARY OF ALL FUNDS – EXPENDITURES





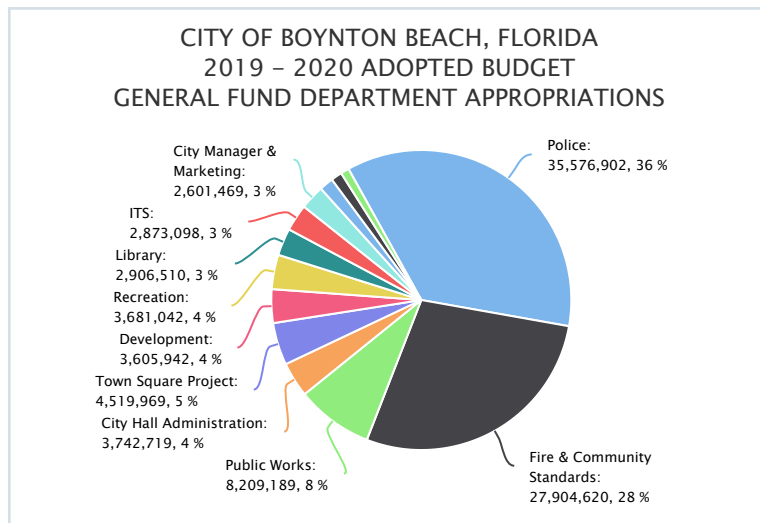
**Proposed Millage and Rollback Tax Rate** – The millage rate for FY 2020-21 has been proposed at 7.9000 mills. This proposed millage rate is 5.46% above the rollback rate of 7.4911 Mills and equal to the FY 2019-20 adopted millage rate of 7.9000. The proposed rate of 7.9000 mills for the FY 2020-21 Budget is expected to realize \$50.40M in property taxes; this is an increase of \$ increased by \$2.9 million over FY 2019-20.

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 2019 with a \$50,000 homestead exemption resulting in a taxable value of \$50,000. The tax rate in FY 2019 was 7.9000 (millage rate) per \$1,000 of taxable value yielding an annual 2019 property tax of \$395. In 2019, per the Save Our Homes Law, the assessed value of this property will increase by the CPI of 2.3%. This results in a taxable value of \$52,300 after the homestead exemption. “

Rollback Tax Illustration for a Homestead Residential Property Assessed Value Increase of 7% (Save Our Home 3% or CPI Change 2.3%, the lessor)”				
Homestead Residential Property	2019-20 Adopted Tax Calculation	2020-21 Roll-back Tax Calculation	2020-21 Proposed Tax Calculation	FY % Change
Assessed Value	\$ 100,000	\$ 102,300	\$ 102,300	2.3%
Homestead Exemption	\$ (50,000)	\$ (50,000)	\$ (50,000)	
Taxable Value	\$ 50,000	\$ 52,300	\$ 52,300	4.6%
Tax Rate	7.9000	7.4911	7.9000	0.0%
Annual Property Tax	\$ 395	\$ 392	\$ 413	4.6%

With the Adopted 2020 millage rate of 7.9000, the annual property tax is \$413 in 2020, yielding a 4.6% annual property tax increase.”)

**General Fund Proposed 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 Proposed Budget for FY 2020-21 totals \$99.20M, an increase of \$2.80M (2.9% ) over the FY 2019-20 amended budget of \$96M.



Public Safety remains a top priority for the City. Together, the Police and Fire Departments’ proposed budgets aggregate \$63.4M or approximately 64% of the \$99.20M total the General Fund budget. The other major General Fund department with increases included Public Works at \$8.4M, 9% 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 \$3.4M addressed the contractual obligations for City Clinic, employees cost of living adjustment, insurance premiums, and transfers to the Risk Management Fund. Lastly, the Police department budget was approved for various increases in personnel (Police Video & Technology Security Admin, Crime Scene Technician, and

reclassing a part-time evidence technician to full-time).



## Two Year Comparison of Department Budgets

General Fund Departments	2019-20	% Change	2020-21	FY 2020-21 Proposed Budget by Object Classification			
	Amended Budget	btw. FY2019-20 and FY2020-21	Proposed Budget	Personnel Services	Operating Expenses	Capital Outlay	Non- Operating
City Commission	\$ 290,194	10.4%	\$ 320,464	\$ 217,428	\$ 93,036	\$ -	\$ 10,000
City Manager	813,689	4.8%	852,611	782,645	64,585	-	5,381
City Hall/General Admin.	3,610,202	-3.7%	3,476,291	17,000	2,560,341	-	898,950
Marketing/ Communications	456,606	2.1%	466,418	360,892	99,526	6,000	-
Special Events	390,371	2.6%	400,351	168,603	228,948	2,800	-
Town Square Project	5,720,370	-21.0%	4,519,969	-	4,519,969	-	-
City Clerk	690,961	-14.5%	591,034	470,572	120,462	-	-
Financial Services	1,449,930	3.4%	1,499,010	1,424,264	74,746	-	-
Information Technology	2,667,646	7.7%	2,873,098	1,605,237	1,267,861	-	-
Human Resources	938,124	-3.1%	908,959	575,222	330,737	3,000	-
City Attorney	608,288	-3.0%	590,257	132,975	457,282	-	-
Police - Uniform Services	16,654,033	8.0%	17,993,977	17,074,871	890,206	28,900	-
Police - Administrative Services	4,814,546	10.1%	5,302,790	2,432,400	1,440,395	7,500	1,422,495
Police - Support Services	12,026,568	2.1%	12,280,135	10,775,529	1,375,106	129,500	-
Fire	24,660,131	3.9%	25,621,334	22,314,671	2,034,166	225,000	1,047,497
Community Standards	2,243,648	0.3%	2,249,821	2,001,492	218,367	11,000	18,962
Emergency Mgmt	30,275	10.5%	33,465	-	19,965	13,500	-
Development-Support	1,264,200	-4.0%	1,213,964	1,140,950	73,014	-	-
Building	1,540,462	6.7%	1,642,987	1,265,721	355,946	-	21,320
Planning & Zoning	808,708	-7.4%	748,991	680,428	68,563	-	-
Economic Development	491,495	14.3%	561,625	280,175	266,450	15,000	-
Public Works Admin.	153,555	-0.9%	152,182	141,621	10,561	-	-
Facilities Mgmt.	2,198,902	12.0%	2,462,780	892,957	1,498,830	31,900	39,093
Streets Maintenance	1,260,630	3.2%	1,301,358	288,413	964,904	15,000	33,041
Engineering	776,319	-3.2%	751,791	600,231	143,064	6,000	2,496
Parks & Grounds	3,336,470	6.1%	3,541,078	1,302,261	2,091,605	53,500	93,712
Parking Services	-	100.0%	266,428	149,622	76,106	35,700	5,000
Library	2,599,381	-2.9%	2,524,277	2,141,664	252,613	130,000	-
School Museum Services	386,428	-1.1%	382,233	-	382,233	-	-
Recreation	3,555,457	3.5%	3,681,042	3,031,651	593,879	8,200	47,312
Totals	\$ 96,437,589	2.9%	\$ 99,210,720	\$ 72,269,495	\$ 22,573,466	\$ 722,500	\$ 3,645,259

Total Object Clas-  
sification Percent-  
age

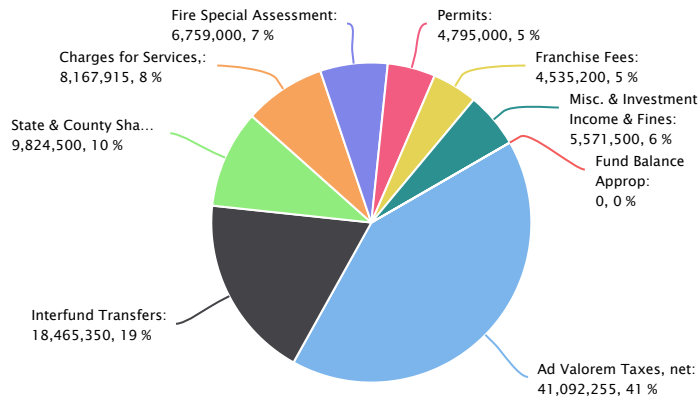
100.0% 72.8% 22.8% 0.7% 3.7%

The table above displays the expenditure distribution by department. Personnel services, of \$72.30M, represent 72.84% of the total \$99.20M Proposed 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 Proposed Funding Sources** – To balance the General Fund expenditure budget of \$99.20M, 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 proposed for FY 2020-21.



## GENERAL FUND REVENUES



**General Fund Revenues** – General Fund revenues of \$80.70M, plus transfers from other funds of \$18.50M, totaling \$99.20 M. As a result of the increased taxable values in the City the General Fund will recognize approximately \$2.8M in FY 2020-21 over FY 2019-20.

Overall required revenues have increased although no Fund Balance is being used to balance the budget for FY 2020-21. This is mainly due to cost of living adjustments including pension cost and contract settlement.

The table to the right offers a three-year perspective on the City's General Fund revenues. Note: Ad Valorem Taxes have increased 6.1% from FY2019-20 to FY2020-21; there is no increase in the Fire Assessment projected revenues for FY2020-21 over the prior fiscal year; Intergovernmental revenues (mainly State & County Shared Revenues and Sales Tax) have ranged between \$9.9M to \$9.8M. Transfers from Other Funds range from \$16.6M to \$18.5M, an increase of \$1.8M, from FY2019-20 to FY2020-21. There is no utilization of Fund Balance for FY2020-21. Note: The CRA's TIF increments are expected to increase from \$8.7M to \$9.3M. (see table above for all previously referenced amounts).")

General Fund-Revenue Snapshot	2018-19	2019-20	2020-21
	Actual Revenue	Amended Revenue	Proposed Revenue
<b>Taxes</b>			
Ad Valorem Taxes	\$ 44,091,068	\$ 47,501,603	\$ 50,398,576
Less TIF Taxes to CRA	(7,817,513)	(8,693,724)	(9,306,321)
Franchise Taxes	4,581,640	4,720,000	4,795,000
<b>Total Taxes</b>	<b>40,855,195</b>	<b>43,527,879</b>	<b>45,887,255</b>
Fire Assessment	6,773,585	6,689,000	6,759,000
Licenses & Permits	6,224,944	4,898,500	4,535,200
Intergovernmental Revenue	9,569,177	9,880,382	9,824,500
Charges for Services	7,764,167	8,032,560	8,167,915
Fines & Forfeitures	494,456	420,000	505,000
Rental Income	477,669	370,800	375,500
Investment Income	323,014	163,000	188,000
Miscellaneous Revenue	2,879,059	4,448,000	4,503,000
<b>Total Revenues</b>	<b>75,361,266</b>	<b>78,430,121</b>	<b>80,745,370</b>
Transfers from Other Funds	15,927,000	16,642,000	18,465,350
Fund Balance (Increase) Decrease	(1,554,203)	1,365,468	-
<b>Total Revenues &amp; Transfers</b>	<b>\$ 89,734,063</b>	<b>\$ 96,437,589</b>	<b>\$ 99,210,720</b>





The table below provides information on the City taxable values and millage rates over a five-year period, currently \$6.601 billion and 7.9000, respectively.

Various Funds	FY 2016-2017 Adopted	FY 2017-2018 Adopted	FY 2018-2019 Adopted	FY 2019-2020 Adopted	FY 2020-2021 Proposed
Taxable Values	\$ 5,026,864,382	\$ 5,418,555,565	\$ 5,771,231,892	\$ 6,215,203,426	\$ 6,601,111,720
% Change	8.45%	7.79%	6.51%	7.69%	6.21%
Operating Millage Rate	7.9000	7.9000	7.9000	7.9000	7.9000
Taxes Levied	\$ 39,712,237	\$ 42,806,589	\$ 45,592,732	\$ 49,100,107	\$ 52,148,783
Less Discounts	(1,389,928)	(1,348,231)	(1,445,746)	(1,598,504)	(1,825,207)
Add Delinquent Taxes	\$ 100,000	\$ 150,000	\$ 150,000	\$ 120,000	\$ 75,000
Total Taxes Received	\$ 38,322,309	\$ 41,458,358	\$ 44,146,986	\$ 47,501,603	\$ 50,398,575
Less Taxes to CRA	\$ (6,682,137)	\$ (7,360,831)	\$ (7,818,311)	\$ (8,693,724)	\$ (9,306,321)
Net City Taxes	\$ 31,640,172	\$ 34,097,527	\$ 36,330,675	\$ 38,807,879	\$ 41,092,254
Change From Prior Year	\$ 2,287,702	\$ 2,457,355	\$ 2,233,148	\$ 2,477,204	\$ 2,284,375
% Change	7.79%	7.77%	6.55%	6.82%	-7.78%
Debt Service Millage	-	-	-	-	-

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 less than 8%.

Financial snapshot with three-year comparison of expenditures for all Funds (table below). Brief overview of major budgetary changes between FY 2019-20 and FY 2020-21 are as follows:

Classification	2018-19 Actual REVENUE	2019-20 Amended REVENUE	2020-21 Proposed REVENUE
General Fund	\$ 89,734,063	\$ 96,437,589	\$ 99,210,720
Water & Sewer Fund	53,447,090	50,939,770	52,225,066
Utility (CIP)	20,940,402	45,551,614	17,926,613
Solid Waste Fund	11,194,139	11,389,923	11,624,210
General Govt (CIP)	15,377,692	14,459,223	12,272,750
Public Service Tax DS	10,182,460	10,200,000	10,277,820
Fleet Fund	14,266,024	9,666,417	9,661,545
Golf Course Fund	1,769,763	2,199,465	1,806,404
Self Insurance Fund	6,232,017	6,119,866	6,272,757
Local Option Gas Tax Fund	1,301,150	1,301,150	1,301,150
Other Funds	3,319,027	3,908,501	3,603,041
Total -- All Funds	\$ 227,763,827	\$ 252,173,518	\$ 226,182,076



**General Fund:** The budget increased by \$2,773,131 is due mainly to prior year contract negotiations and other personnel adjustments.

**Water & Sewer Fund:** The budget increased by \$1,285,296 is related to an increase in the Utility contingency and transfer to the General Fund.

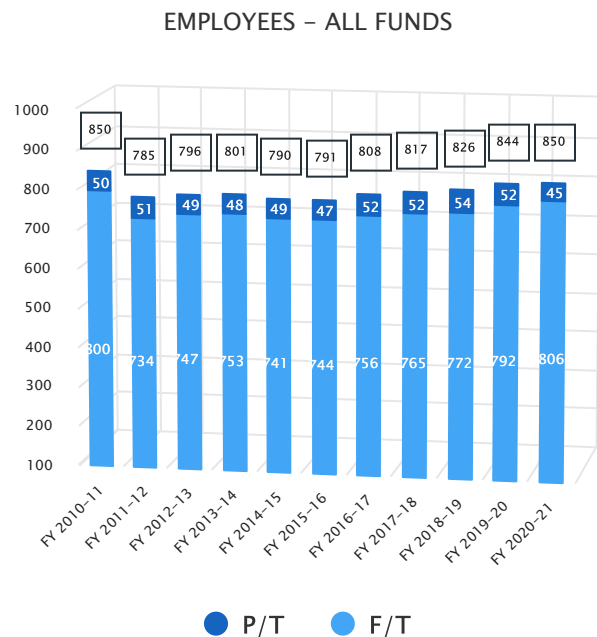
**Utility and General CIP Fund:** The budget decreased by \$27,625,001 is due to the completion of Town Square infrastructure projects, the District Energy Plant, and delaying of other projects in future years.

**Solid Waste Funds:** The budget increased by \$234,287 reflects new personnel and operating costs.

**Self Insurance/Risk Fund:** The budget increased by \$152,891 is related to the increased premiums.

**CHANGES IN PERSONNEL:** The Proposed FY 2020-21 Budget represent a total net increase of 7- positions city-wide with a total employee for full-time and part-time count of 851.

Various Funds	2018-19 Amended	2019-20 Amended	2020-21 Proposed
General Fund	580.94	594.19	600.94
Utility Fund	138.25	142.25	142.25
Golf Fund	21.00	21.00	21.00
Grants Fund	1.00	1.00	1.00
Solid Waste	46.30	47.30	47.30
Fleet Maintenance	12.00	16.00	16.00
Traffic Fund	3.00	3.00	3.00
Recreation Revenue Fund	7.99	2.70	2.70
Materials & Distribution	5.00	6.00	6.00
Community Improvements	2.10	2.10	2.10
Public Arts	1.50	1.50	1.50
Self Insurance	4.50	5.00	4.50
Cemetery Fund	3.00	2.00	2.00
<b>Total All Funds:</b>	<b>826.58</b>	<b>844.04</b>	<b>850.29</b>
Total Increase (Decrease)		17.46	6.25
Percentage Change		2.11%	0.74%



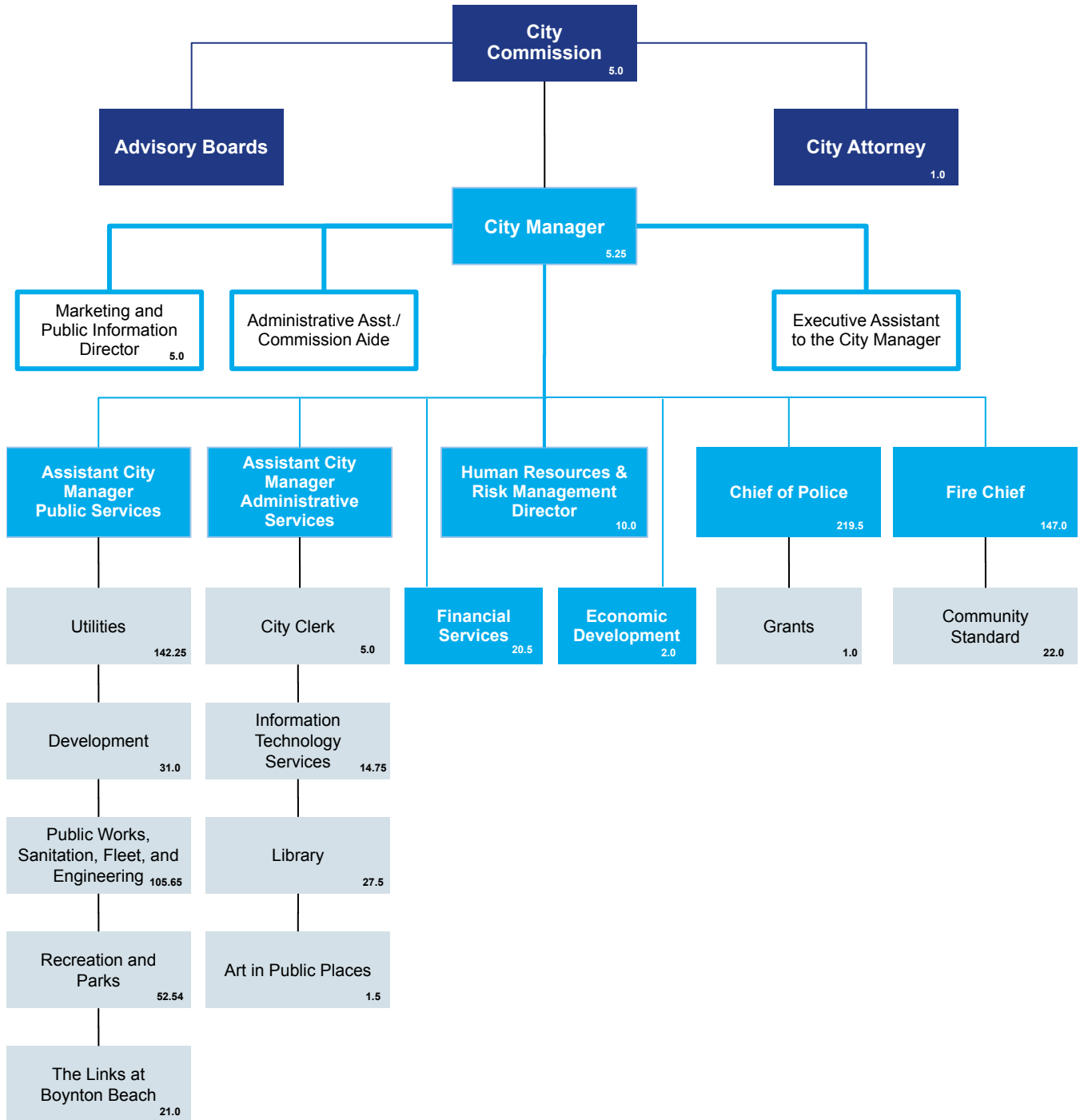
I appreciate the assistance of the Budget Review Team which includes Colin Groff, Assistant City Manager, Anthony Davidson, Budget Manager and Mara Frederiksen, Finance Director. Also, I would like to acknowledge the Executive Team and the Commission, for their hard work and assistance during this phase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

Respectfully submitted,

*Lori LaVerriere*

Lori LaVerriere  
City Manager







## **Senior Management Team**

**Lori LaVerriere**

City Manager

**Colin Groff and Kathryn Matos**

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

**Vacant**

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 2020-21 Budget & Fire Assessment Calendar

Wednesday, Feb 12, 2020	Open	Distribute forms for Vehicle requests, Personnel requests, Technology requests, and Grant Funds to the departments.
Wednesday, Feb 12, 2020	Open	Distribute Capital Improvement Program forms to the CIP Committee & the Utility department.
Monday, March 2, 2020	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.
Monday, March 2, 2019	Open	Distribute Budget materials to all departments. Cost Allocations will be available by March 15.
Thursday, March 12, 2020	5:00 PM	Complete first draft of FY 2020-21 CIP
Thursday, April 2, 2020	5:00 PM	Deadline for recommendations from Fleet Maintenance, I.T.S. and Grants Team to Finance
Thursday, April 2, 2020	5:00 PM	Departments final day of Operating budget data entry & Revenue Projections
Friday, April 3, 2020	11:00 AM	2020 Non Ad Valorem Meeting (+2020 Tax Calendar) by Property Appraiser's Office
Friday, April 3, 2020	PM	Deadline for recommendations from Human Resources. General Indication of Property Taxable Values from Property Appraiser
Wednesday, May 27, 2020	PM	Estimated Property Taxable Values received from Palm Beach County
Monday - Friday May 28 - 31, 2020	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.
<b>Wednesday, July 1, 2020</b>	<b>PM</b>	<b>Truth In Millage (TRIM) process begins - Preliminary Property Taxable Values to be sent from Palm Beach County Property Appraiser on June 28th</b>
<b>Monday, July 6, 2020</b>		<b>Budget Transmission to City Commission (PAP A's Preliminary Tax Roll certified to DOR)</b>
<b>Monday, July 13, 2020</b>	<b>5pm-8pm</b>	<b><u>Budget Workshops - Intracostal Park Clubhouse</u></b>
<b>Tuesday, July 14, 2020</b>	<b>10am-6pm</b>	<b><u>Discuss Proposed FY19/20 Operating &amp; CIP Budget presented to City Commission</u></b>
<b>Wednesday July 15, 2020</b>	<b>2pm-5pm</b>	<b><u>Continue to discuss FY19/20 Proposed Budget &amp; Adopt Preliminary Fire Assessment Resolution</u></b>
<b>Week of July 20-24, 2020</b>		<b><u>Special Commission Budget Meeting for Adoption of Tentative Millage Rate</u></b> 1. Advise Property Appraiser of Preliminary Fire Assessment Rate and Fire Assessment adoption hearing date (Thursday, September 10, 2020) 2. Proposed Millage, rolled-back rate, date, time and meeting place of the tentative budget hearing on Form DR-420 by Friday, July 24, 2020, Certify via eTRIM 3. GSG to provide Property Appraiser with City's Fire Assessment Roll for TRIM (on 7/20/20)
Thursday August 20, 2020		Advertise Notice of Public Hearing for Annual Fire Assessment Resolution (Tuesday, September 10) (City Clerk/City Mgr. action) Note: Statutorily required before August 20, 2020, Trim notice mailing
Thursday August 20, 2020		Mail statutorily required First Class Notices to affected property owners. (GSG action) Note: Statutorily required before August 20, 2020, Trim notice mailing
<b>Thursday, September 10, 2020</b>	<b>5:30 PM</b>	<b>1st Budget Public Hearing to adopt Proposed Budget (must be 65 days after July 1st)</b> <b><u>After 9/4/20, date cannot coincide with School Board (9/9/20) or County (9/13/20) meeting dates.</u></b> <b>Public Hearing to adopt the Final FY 2020-21 Annual Fire Assessment Resolution</b> <b><u>Note: Date cannot coincide with School Board (NIA) or County (9/13/20) meeting dates.</u></b>
Friday, September 18, 2020		<b>Advertise final millage and budget hearing in newspaper for Saturday (within 15 days after 1st Public Hearing). Start summary on 9/15/20. City certifies Final Non-Ad Valorem Assessment Roll to Palm Beach County Tax Collector</b>
<b>Tuesday, September 22, 2020</b>	<b>5:30 PM</b>	<b>2nd Budget Public Hearing and Final Adoption of FY 2020-21 Budget (within 2 to 5 days after Ad)</b> <b>Note: Date may not coincide with County (9/15/20) meeting date.</b>
Friday, September 25, 2020		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 20, 2020		Submit completed TRIM package to DOR within 30 calendar days following adopting final millage rate with Form DR-487, Certificate of Compliance.



## 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:

- **GENERAL FUND (001)**
- **ENTERPRISE FUNDS**
  - Utilities Fund (401)
  - Solid Waste Fund (431)
  - Golf Course Fund (411)
- **INTERNAL SERVICE FUNDS**
  - Fleet Maintenance Fund (501)
  - Self-Insurance Fund (522)
  - Materials & Distribution Fund(502)
- **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)
- **DEBT SERVICE FUNDS**
  - Public Service Tax Fund (207)
- **CAPITAL PROJECTS FUND**
  - Parks & Rec Trust Fund (141)
  - General Government Fund (302)
  - Local Gov't Surtax Cap Fund (303)
  - Utility Project Funds (403 & 404)



## BRIEF EXPLANATION OF FUNDS (continued)

### 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.





## BRIEF EXPLANATION OF FUNDS (continued)

### 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 department 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, 2020)
- 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 proposed and/or 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.

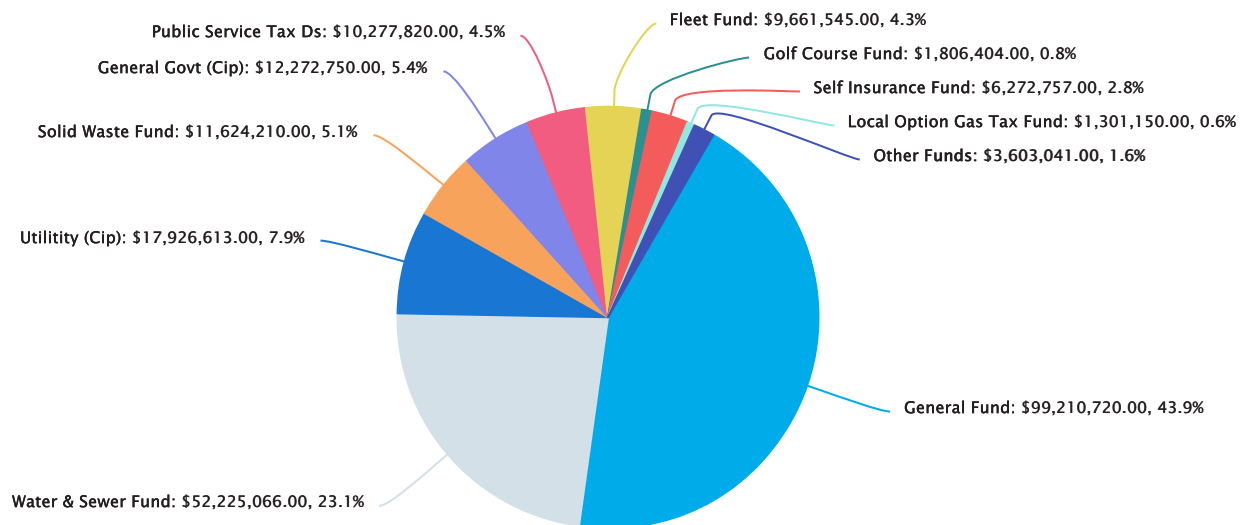
All internal control evaluations occur within the above framework. We believe that the City's internal accounting controls adequately safeguard assets and provide reasonable assurance of the proper recording of financial transactions.

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.

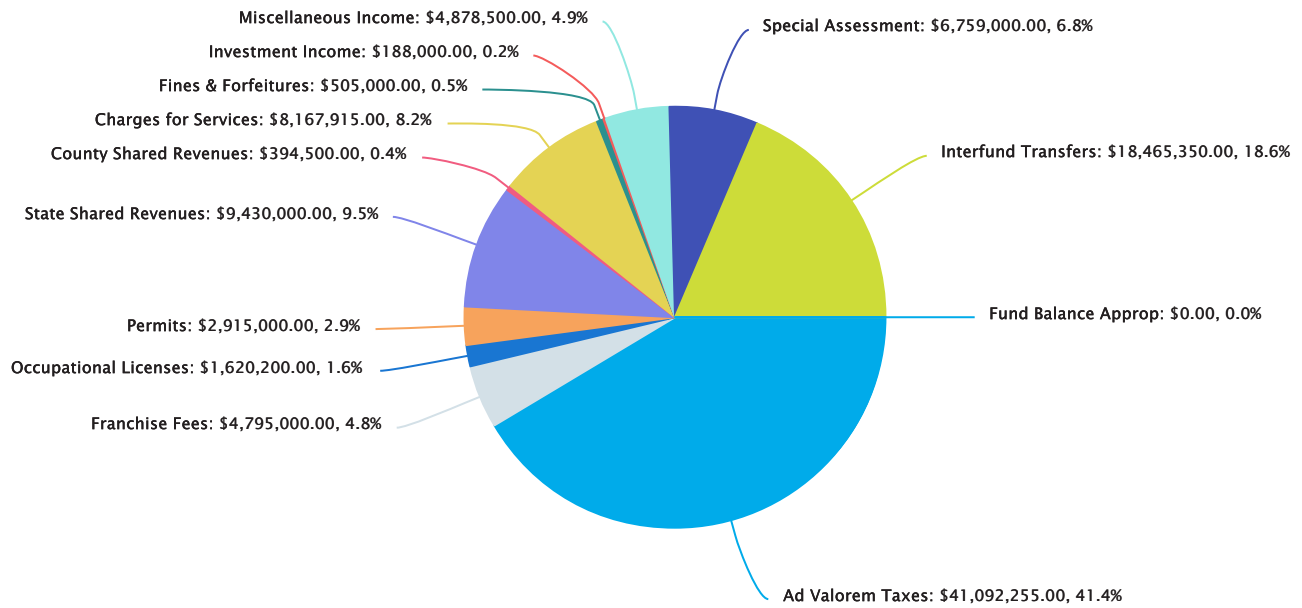
Minimum Fund Balance Reserve: The City's reserve policy is to maintain a reserve of 10% of the following year's budgeted expenditures to compensate for short term revenue shortfall and unforeseen emergency.



ALL FUNDS  
TOTAL BUDGET of \$226,182,076



### GENERAL FUNDS REVENUES Proposed Budget





## REVENUE SUMMARY

Classification	2018-19 Actual Revenue	2019-20 Amended Revenue	2020-21 Proposed Revenue
<b>General Fund</b>			
Taxes			
Ad Valorem Taxes	\$ 44,091,068	\$ 47,501,603	\$ 50,398,576
Less Tif Taxes To Cra	(7,817,513)	(8,693,724)	(9,306,321)
Franchise Taxes	4,581,640	4,720,000	4,795,000
Total Taxes	40,855,195	43,527,879	45,887,255
Licenses & Permits	6,224,944	4,898,500	4,535,200
Intergovernmental Revenue	9,569,177	9,880,382	9,824,500
Charges For Services	7,764,167	8,032,560	8,167,915
Fines & Forfeitures	494,456	420,000	505,000
Investment Income	323,014	163,000	188,000
Miscellaneous Revenue	3,356,728	4,818,800	4,878,500
Special Assessment	6,773,585	6,689,000	6,759,000
Transfers From Other Funds	15,927,000	16,642,000	18,465,350
Fund Balance Appropriated	(1,554,203)	1,365,468	-
<b>Total General Revenue</b>	<b>\$ 89,734,063</b>	<b>\$ 96,437,589</b>	<b>\$ 99,210,720</b>

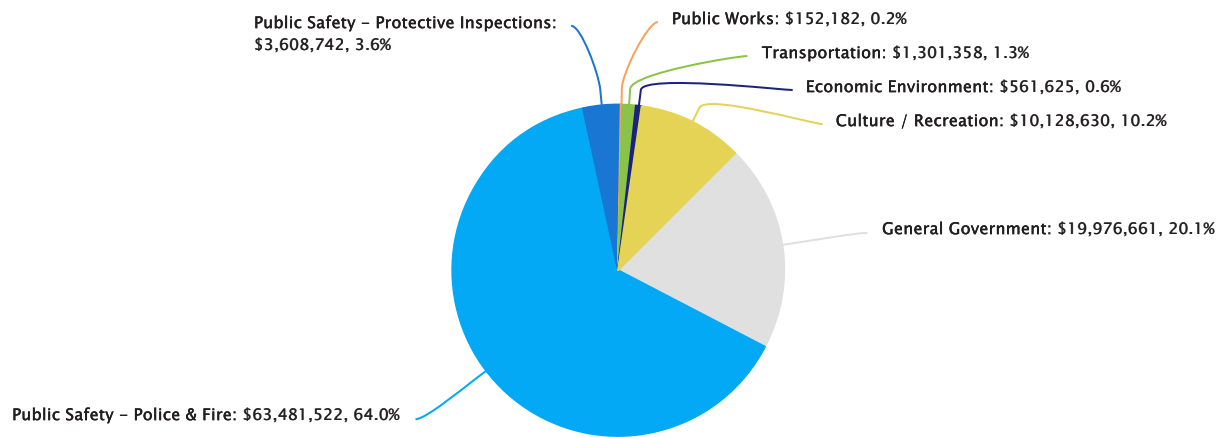


## REVENUE SUMMARY

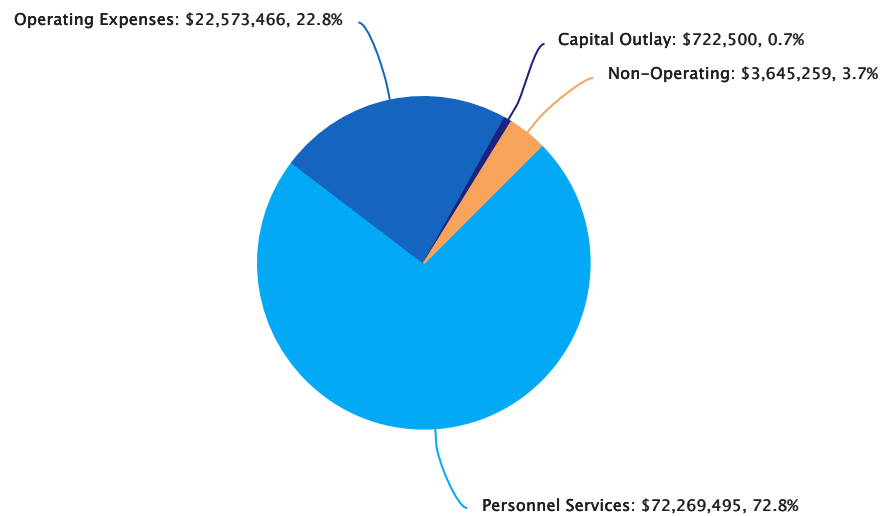
Classification	2018-19 Actual Revenue	2019-20 Amended Revenue	2020-21 Proposed Revenue
<b>Enterprise Funds</b>			
Water Revenues	\$ 24,272,867	\$ 25,220,000	\$ 26,194,500
Sewer Revenues	19,607,887	20,212,000	20,162,000
Stormwater Revenues	4,222,041	4,500,000	5,000,000
Other Revenues	4,970,999	4,009,568	3,649,108
Water & Sewer Revenue	53,447,090	50,939,770	52,225,066
Solid Waste	11,194,139	11,389,923	11,624,210
Golf Course Revenue	1,769,763	2,199,465	1,806,404
<b>Total Enterprise Funds</b>	<b>66,410,992</b>	<b>64,529,158</b>	<b>65,655,680</b>
<b>Internal Service Funds</b>			
Fleet Maintenance	14,266,024	9,666,417	9,661,545
Materials & Distribution (Warehouse)	441,362	442,049	521,612
Self Insurance	6,232,017	6,119,866	6,272,757
<b>Total Internal Service Funds</b>	<b>20,939,403</b>	<b>16,228,332</b>	<b>16,455,914</b>
<b>Special Revenue Funds</b>			
Traffic Safety	1,165,605	1,356,009	1,418,921
Local Option Gas Tax	1,301,150	1,301,150	1,301,150
Public Arts	678,456	1,091,420	482,120
Recreation Program Revenue	414,024	496,051	609,034
Community Improvements	240,065	245,580	277,958
Cemetery	379,515	277,392	293,396
<b>Total Special Revenue Funds</b>	<b>4,178,815</b>	<b>4,767,602</b>	<b>4,382,579</b>
<b>Capital Improvement Projects</b>			
Parks & Recreation Trust	205,330	101,067	46,067
General government CIP	11,027,525	4,991,744	2,846,527
General government (CIP Sales Surtax)	4,144,837	9,366,412	9,380,156
Utility	20,940,402	45,551,614	17,926,613
<b>Total Capital Improvement Projects</b>	<b>36,318,094</b>	<b>60,010,837</b>	<b>30,199,363</b>
<b>Debt Service Funds</b>			
Public Service Tax	10,182,460	10,200,000	10,277,820
<b>Total Debt Service Funds</b>	<b>10,182,460</b>	<b>10,200,000</b>	<b>10,277,820</b>
<b>Total - All Funds</b>	<b>\$ 227,763,827</b>	<b>\$ 252,173,518</b>	<b>\$ 226,182,076</b>



### GENERAL FUND APPROPRIATIONS by Functions (Total of \$99,210,720)



### GENERAL FUND APPROPRIATIONS by Object Classifications, (Total of \$99,210,720)



## EXPENDITURE SUMMARY

Classification	2018-19 Actual Expense	2019-20 Amended Expenditure	2020-21 Proposed Budget
<b><u>General Fund</u></b>			
General Government	\$ 16,980,526	\$ 20,643,991	\$ 19,976,661
Public Safety	62,464,095	64,010,182	67,090,264
Physical Environment	172,619	153,555	152,182
Transportation	1,166,422	1,260,630	1,301,358
Economic Environment	429,176	491,495	561,625
Culture/Recreation	8,521,225	9,877,736	10,128,630
<b>Total General Fund</b>	<b>89,734,063</b>	<b>96,437,589</b>	<b>99,210,720</b>
<b><u>Enterprise Funds</u></b>			
Water & Sewer	53,447,090	50,939,770	52,225,066
Solid Waste	11,194,139	11,389,923	11,624,210
Golf Course	1,769,763	2,199,465	1,806,404
<b>Total Enterprise Funds</b>	<b>66,410,992</b>	<b>64,529,158</b>	<b>65,655,680</b>

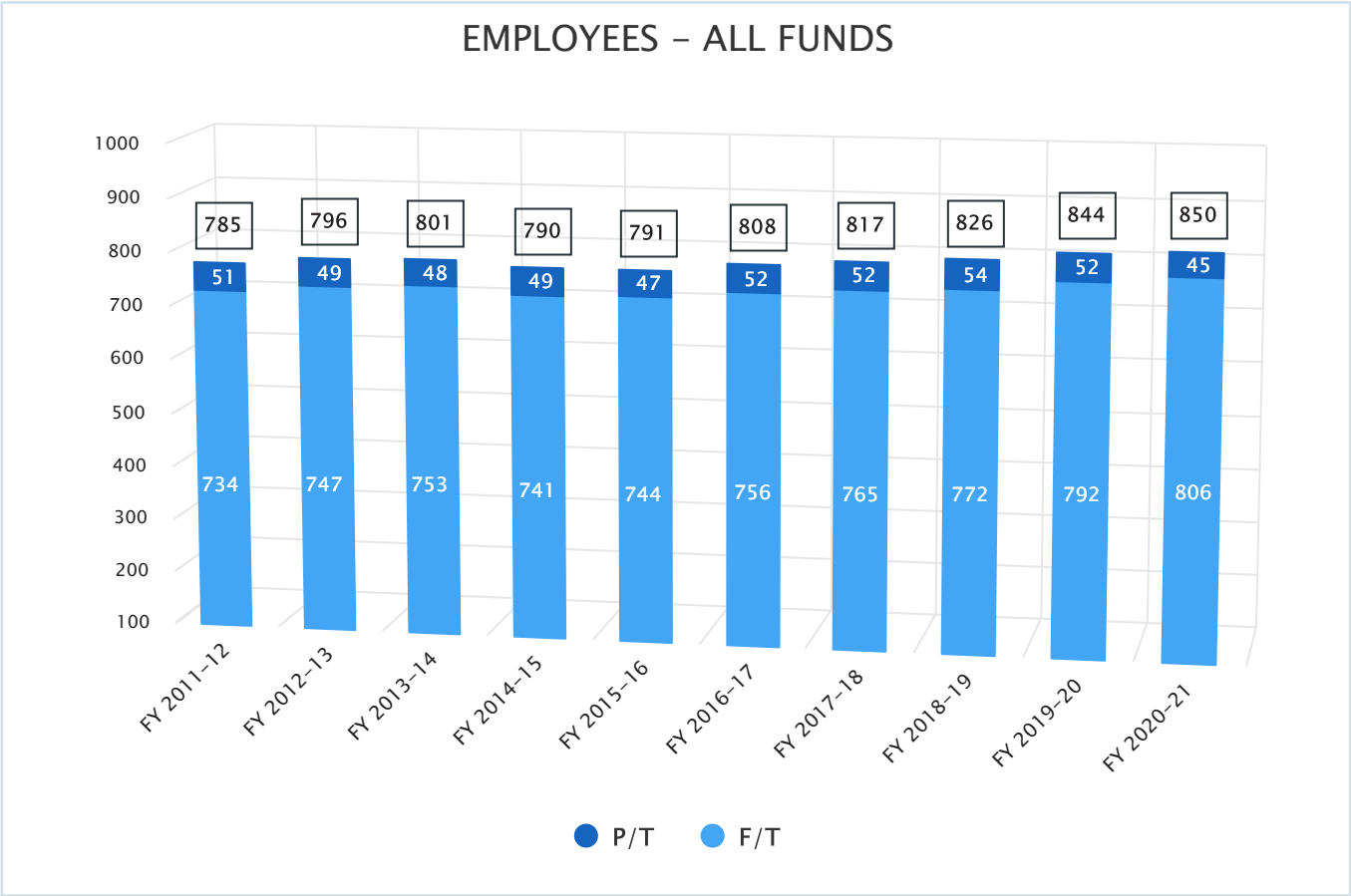


## EXPENDITURE SUMMARY

Classification	2018-19 Actual Expense	2019-20 Amended Expenditure	2020-21 Proposed Budget
<b>Internal Service Funds</b>			
Fleet Maintenance	\$ 14,266,024	\$ 9,666,417	\$ 9,661,545
Materials & Distribution (Warehouse)	441,362	442,049	521,612
Self Insurance	6,232,017	6,119,866	6,272,757
<b>Total Internal Service Funds</b>	<b>20,939,403</b>	<b>16,228,332</b>	<b>16,455,914</b>
<b>Special Revenue Funds</b>			
Traffic Safety	1,165,605	1,356,009	1,418,921
Local Option Gas Tax	1,301,150	1,301,150	1,301,150
Public Arts	678,456	1,091,420	482,120
Recreation Program Revenue	414,024	496,051	609,034
Community Improvements	240,065	245,580	277,958
Cemetery	379,515	277,392	293,396
<b>Total Special Revenue Funds</b>	<b>4,178,815</b>	<b>4,767,602</b>	<b>4,382,579</b>
<b>Capital Improvement Projects</b>			
Parks & Recreation Trust	205,330	101,067	46,067
General Government (CIP)	11,027,525	4,991,743	2,846,527
General Government (CIP Sales Surtax))	4,144,837	9,366,412	9,380,156
Utility	20,940,402	45,551,614	17,926,613
<b>Total Capital Improvement Projects</b>	<b>36,318,094</b>	<b>60,010,836</b>	<b>30,199,363</b>
<b>Debt Service Funds</b>			
Public Service Tax	10,182,460	10,200,000	10,277,820
<b>Total Debt Service Funds</b>	<b>10,182,460</b>	<b>10,200,000</b>	<b>10,277,820</b>
<b>Total Proposed for All Funds</b>	<b>\$ 227,763,827</b>	<b>\$ 252,173,517</b>	<b>\$ 226,182,076</b>







## PERSONNEL

Department	2018-19 Amended	2019-20 Adopted	2020-21 Proposed	Change FY19/20 to FY20/21
General				
City Commission	5.00	5.00	5.00	-
City Manager	4.75	5.25	5.25	-
Marketing/Communications	3.00	3.00	4.00	1.00
Special Events	1.50	2.00	2.00	-
City Clerk	5.00	5.00	5.00	-
Financial Services	14.50	14.50	14.50	-
Information Technology Services	14.75	14.75	15.75	1.00
Geographical Information Systems	-	-	-	-
Human Resources	5.50	5.50	5.00	(0.50)
City Attorney	1.00	1.00	1.00	-
Police - Uniform	111.00	116.00	118.00	2.00
Police - Administrative	19.00	19.00	14.50	(4.50)
Police - Support	82.00	81.50	86.50	5.00
Fire	147.00	147.00	147.00	-
Community Standards	22.00	22.00	22.00	-
Development-support Services	14.50	14.50	14.50	-
Building	9.50	10.50	10.50	-
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	11.00	11.00	11.00	-
Streets Maintenance	5.00	4.00	4.00	-
Library	26.50	27.50	27.50	-
Recreation	44.09	49.84	50.84	1.00
Parks & Grounds	20.25	21.25	23.00	1.75
<b>Total General Fund:</b>	<b>580.94</b>	<b>594.19</b>	<b>600.94</b>	<b>6.75</b>



## PERSONNEL (continued)

Department	2018-19 Amended	2019-20 Adopted	2020-21 Proposed	Change FY19/20 to FY20/21
Utility				
District Energy Plant	-	1.00	1.00	-
Water Distribution	17.00	17.00	17.00	-
Public Water System Operation	31.00	32.00	32.00	-
Meter Reading & Services	13.00	13.00	13.00	-
Wastewater Collection	14.50	15.50	15.50	-
Wastewater Lift Stations	12.00	12.00	12.00	-
Water Quality	6.00	6.00	6.00	-
Utilities Administration	11.25	14.25	14.25	-
Utilities Engineering	13.00	10.00	10.00	-
Stormwater Utilities	9.50	10.50	10.50	-
Customer Relations	11.00	11.00	11.00	-
<b>Total Utility Fund</b>	<b>138.25</b>	<b>142.25</b>	<b>142.25</b>	<b>-</b>
Golf				
Golf Course Administration	10.00	10.00	10.00	-
Golf Course Maintenance	11.00	11.00	11.00	-
<b>Total Golf Course Fund</b>	<b>21.00</b>	<b>21.00</b>	<b>21.00</b>	<b>-</b>
Grants Fund <sup>(105)</sup>	1.00	1.00	1.00	-
Solid Waste	46.30	47.30	47.30	-
Fleet Maintenance	12.00	16.00	16.00	-
Traffic Fund	3.00	3.00	3.00	-
Recreation Revenue Fund	7.99	2.70	2.70	-
Materials & Distribution (Warehouse)	5.00	6.00	6.00	-
Community Improvements	2.10	2.10	2.10	-
Public Arts	1.50	1.50	1.50	-
Self Insurance	4.50	5.00	4.50	(0.50)
Cemetery Fund	2.00	2.00	2.00	-
<b>Total All Funds:</b>	<b>825.58</b>	<b>844.04</b>	<b>850.29</b>	<b>6.25</b>



## PERSONNEL ADDITIONS/DELETIONS

Department	Position	Proposed		Adopted	
		No.	Amount	No.	Amount
<b><u>GENERAL FUND (001)</u></b>					
<b>Communication &amp; Marketing (1212)</b>	Marketing & Events Specialist	1.00	36,000	-	-
<b>Information Tech Systems (1510)</b>	Technology Security Admin (Citywide) (Funded 50% GF & 50% UF)	1.00	100,000	-	-
<b>Police Support Services (2112)</b>	Video & Technology Security Admin (50% GF/ UF)	1.00	91,420	-	-
	Evidence Technician (PT to FT)	0.50	37,610	-	-
	Crime Scene Technician I	1.00	52,840	-	-
<b>Recreation &amp; Parks (2710)</b>	Park Rangers/Recreation Leader/Pool Lifeguard	1.75	97,830	-	-
<b>Parks &amp; Grounds (2730)</b>	Reclass Parks Maintenance Worker	1.00	45,765	-	-
<b>Total General Fund</b>		<b>7.25</b>	<b>\$ 461,465</b>	<b>-</b>	<b>\$ -</b>
<b><u>Utility Fund (401)</u></b>					
<b>Solid Waste Fund (431)</b>		-	-	-	-
<b>Fleet Fund (502)</b>		-	-	-	-
<b>Recreation Program Revenue Fund</b>		-	-	-	-
<b>Materials and Distribution Fund (502)</b>		-	-	-	-
<b>Cemetery Fund (631)</b>		-	-	-	-
<b>ADDITIONS/DELETIONS - ALL FUNDS</b>		<b>7.25</b>	<b>\$ 461,465</b>	<b>-</b>	<b>\$ -</b>



## 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.
- 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.4.1 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.4.2 Where feasible, the City's Capital Program shall recognize specific funding sources for specific projects or project categories.
- Policy 9D.4.3





## SUMMARY OF OUTSTANDING DEBT &amp; DEBT SERVICE

Description	Debt Outstanding at September 30, 2020	Security	Fiscal Year of Retirement	Principal (Nov. 1)	Interest (Nov. 1)	Interest (May 1)	FY 2020- 21 Debt Service
<b>Governmental Activities:</b>							
<b>Revenue Debt:</b>							
\$24,210,000 Public Service Tax Refunding Revenue Bonds, Series 2015	\$ 15,825,000	Public Service & Communications Service Taxes	2027				\$ 2,417,820
<b>Total Public Service Tax Debt</b>	<b>\$ 15,825,000</b>						<b>\$ 2,417,820</b>
<i>Maximum Allowed General Obligation Debt=\$764,396,185 representing 10% of total assessed valuation for FY 2020</i>							
<b>Business-Type Activities</b>							
<b>Revenue Debt:</b>							
\$24,400,000 Utility System Revenue Refunding Bonds, Series 2002	\$ 348,000	Utility Net Revenues & Impact Fees	2021	\$ 3,480,000	\$ 95,700	\$ -	\$ 3,575,700
\$45,895,000 Utility System Revenue Bonds, Series 2012 (Refunded)	\$ 3,085,000	Utility Net Revenues & Impact Fees	2022	\$ 520,000	\$ 68,113	\$ 57,713	\$ 645,826
\$23,000,000 Utility System Revenue Bonds, Series 2016	\$ 23,000,000	Utility Net Revenues & Impact Fees	2032	\$ -	\$ 281,750	\$ 281,750	\$ 563,500
\$10,500,000 Utility System Revenue Bonds, Series 2020A	\$ 42,470,000	Utility Net Revenues & Impact Fees	2035	\$ 330,000	\$ 546,636	\$ 539,392	\$ 1,416,028
\$11,065,000 Utility System Revenue Bonds, Series 2020B	\$ 10,500,000	Utility Net Revenues & Impact Fees	2035	\$ 310,000	\$ 114,030	\$ 110,052	\$ 534,082
<b>Total Utility System Revenue Debt</b>	<b>\$ 79,403,000</b>						<b>\$ 6,735,136</b>
<b>Total City Debt</b>	<b>\$ 95,228,000</b>						<b>\$ 9,152,956</b>

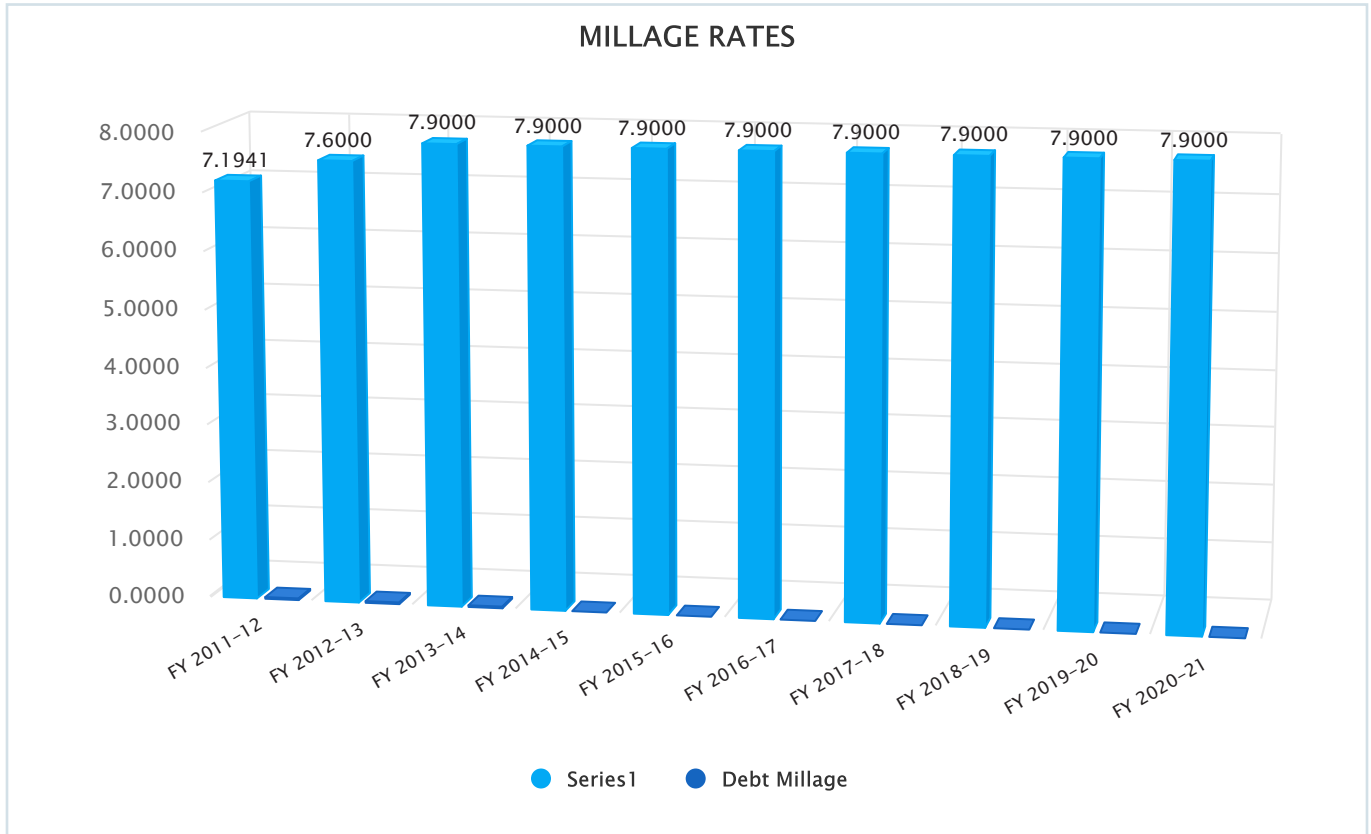


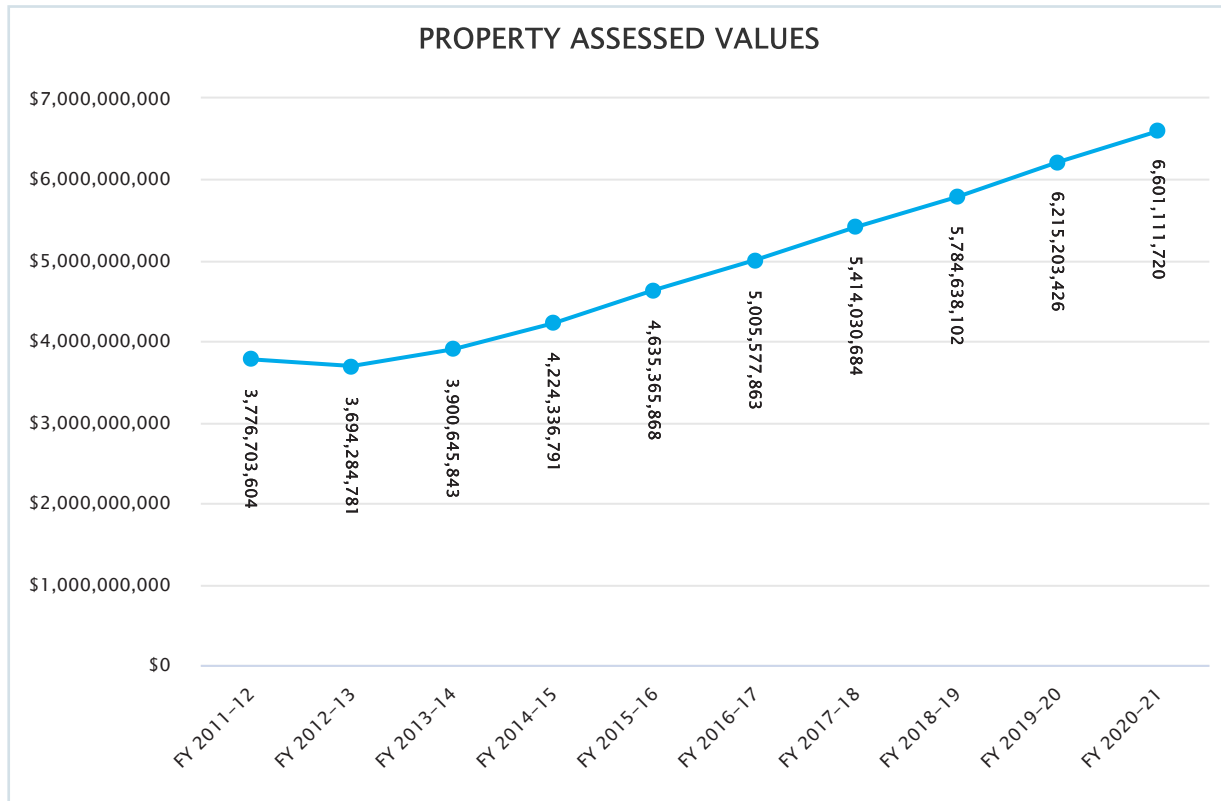


# General Fund

---

FY 2020-2021 Proposed Budget





## COMPARISON OF ASSESSED VALUATION &amp; BUDGETED NET AD VALOREM PROPERTY TAX

	2017-18	2018-19	2019-20	2020-21
	General	General	General	General
General Fund Budgeted Net Tax Revenues	Fund	Fund	Fund	Fund
Gross Taxable Value <sup>(1)</sup>	\$ 5,414,030,684	\$ 5,784,638,102	\$ 6,215,203,426	\$ 6,601,111,720
Millage Rate Per \$1,000	7.9000	7.9000	7.9000	7.9000
Gross Tax	\$ 4,770,842	\$ 45,698,641	\$ 49,100,107	\$ 52,148,783
Allowance for Discounts	(1,498,231)	(1,599,452)	(1,718,504)	(1,825,207)
Delinquent Taxes	150,000	150,000	120,000	75,000
Budgeted Net Ad Valorem Tax <sup>(2)</sup>	\$ 3,422,611	\$ 44,249,189	\$ 47,501,603	\$ 50,398,576

<sup>(1)</sup> Updated for final adjustments by Property Appraiser thru FY 2019-20

<sup>(2)</sup> Before transfer of Tax Increment Financing to the CRA

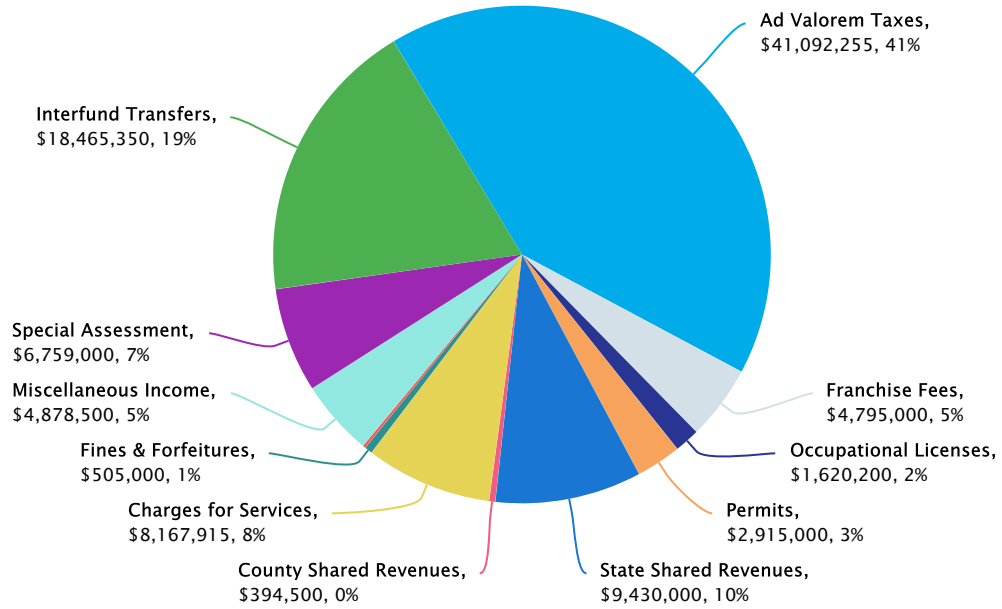
## COMPARISON OF TOTAL AD VALOREM TAX MILLAGE RATES

	2017-18	2018-19	2019-20	2020-21
	Adopted	Adopted	Adopted	Proposed
Tax Millage Rates	Rate	Rate	Rate	Rate
General Fund	7.9000	7.9000	7.9000	7.9000
Debt Service Fund	0.0000	0.0000	0.0000	0.0000
Total Millage	7.9000	7.9000	7.9000	7.9000





### GENERAL FUND REVENUES Adopted Budget of \$99,210,720



## SUMMARY OF REVENUES

Account Description	2018-19 Actual Revenue	2019-20 Amended Revenue	2019-20 Estimated Revenue	2020-21 Proposed Revenue	2020-21 Proposed Revenue
<b>Ad Valorem Taxes</b>					
Current Ad Valorem Taxes	\$ 45,670,932	\$ 49,100,107	\$ 48,000,000	\$ 49,100,107	\$ 52,148,783
Discounts	(1,645,767)	(1,718,504)	(1,800,000)	(1,718,504)	(1,825,207)
Delinquent Taxes	65,903	120,000	120,000	35,000	75,000
<b>Subtotal</b>	<b>44,091,068</b>	<b>47,501,603</b>	<b>46,320,000</b>	<b>47,416,603</b>	<b>50,398,576</b>
T.i.f. Taxes	(7,817,513)	(8,693,724)	(8,693,724)	(8,693,724)	(9,306,321)
<b>Total Ad Valorem Taxes</b>	<b>\$ 36,273,555</b>	<b>\$ 38,807,879</b>	<b>\$ 37,626,276</b>	<b>\$ 38,722,879</b>	<b>\$ 41,092,255</b>
<b>Franchise Taxes</b>					
Florida Power & Light	4,552,537	4,650,000	4,000,000	4,650,000	4,650,000
Florida Public Utilities	19,103	20,000	20,000	20,000	20,000
Towing	10,000	50,000	60,000	50,000	125,000
<b>Total Franchise Taxes</b>	<b>\$ 4,581,640</b>	<b>\$ 4,720,000</b>	<b>\$ 4,080,000</b>	<b>\$ 4,720,000</b>	<b>\$ 4,795,000</b>
<b>Business Taxes</b>					
Business Tax	1,778,827	1,700,000	1,700,000	1,360,000	1,600,000
Bus Tax Pre-Inspect Fee	-	-	200	200	200
Penalties On Business Tax	15,494	1,000	23,000	15,000	20,000
<b>Total Business Tax</b>	<b>\$ 1,794,321</b>	<b>\$ 1,701,000</b>	<b>\$ 1,723,200</b>	<b>\$ 1,375,200</b>	<b>\$ 1,620,200</b>
<b>Permits &amp; Fees</b>					
Building Permits	3,801,693	2,750,000	2,750,000	2,000,000	2,500,000
Plan Check Fees	6,135	2,500	500	-	-
Other Land Develop. Fees	234,271	50,000	50,000	20,000	20,000
Certificate Of Use Res	42,160	60,000	60,000	60,000	60,000
Certificate Of Use Comm	92,642	120,000	120,000	120,000	120,000
Permit Penalties	37,018	35,000	35,000	35,000	35,000
Beach Parking Decals	206,654	170,000	170,000	170,000	170,000
Security Alarm Permits	10,050	10,000	5,000	10,000	10,000
<b>Total Permits &amp; Fees</b>	<b>\$ 4,430,623</b>	<b>\$ 3,197,500</b>	<b>\$ 3,190,500</b>	<b>\$ 2,415,000</b>	<b>\$ 2,915,000</b>
<b>State Shared Revenue</b>					
Dea Overtime Reimbursement	38,878	75,000	75,000	50,000	50,000
Us Treas-Police O/T Reimb	554	-	-	-	-
Fema Reimbursement-Federal	33,763	-	-	-	-
State Shared Revenue	2,835,285	2,950,000	2,100,000	2,950,000	2,950,000
Mobile Home Licenses	59,985	50,000	45,000	50,000	50,000
Alcoholic Beverages	54,274	55,000	55,000	55,000	55,000
Sales Tax	6,014,382	6,200,000	6,000,000	6,200,000	6,200,000
Gas Tax Refund	49,956	50,000	90,000	50,000	65,000
Firefighter Suppl. Comp.	65,816	60,000	40,000	60,000	60,000
<b>Total State Shared Rev.</b>	<b>\$ 9,152,893</b>	<b>\$ 9,440,000</b>	<b>\$ 8,405,000</b>	<b>\$ 9,415,000</b>	<b>\$ 9,430,000</b>
<b>County Shared Revenue</b>					
County Court	81,939	75,000	55,000	75,000	75,000
Occupational Licenses	182,363	180,600	120,000	120,000	120,000
911 Surchg-communications	-	-	-	-	-
Pbc-911 Reimbursement	-	40,000	52,000	40,000	50,000
Pilot-pb Co Hsg Auth	6,172	4,500	6,000	4,500	4,500
Pilot-clipper Cove	145,810	140,282	160,000	140,282	145,000
<b>Total County Shared Revenue</b>	<b>\$ 416,284</b>	<b>\$ 440,382</b>	<b>\$ 393,000</b>	<b>\$ 379,782</b>	<b>\$ 394,500</b>



## SUMMARY OF REVENUES

Account Description	2018-19 Actual Revenue	2019-20 Amended Budget	2019-20 Estimated Revenue	2020-21 Proposed Revenue	2020-21 Proposed Revenue
<b>Charges For Services</b>					
Planning/Zoning Fees	107,090	125,000	75,000	90,000	90,000
Sale of code books	-	-	-	-	-
Text Admendment Fees	-	-	-	-	-
Site Plan Approval Fee	230	-	3,000	3,500	3,500
Variance Fee	-	-	-	-	-
Tax Searches	366,815	360,000	300,000	360,000	360,000
P&Z Permit Review	-	-	250	-	-
Photo Copying	8,366	5,000	5,000	5,000	5,000
Public Records Request	2,114	3,500	1,500	3,500	3,500
Police Services/charges	22,350	40,000	20,000	40,000	40,000
Police Special Detail	1,539,062	500,000	450,000	500,000	550,000
Police Srvs Contract/cra	442,114	80,000	75,000	80,000	80,000
Police Srv Contract/briny	219,027	-	-	-	-
Fire Special Detail	3,400	1,200	-	1,200	1,200
Fire & Life Safety Fees	906,768	675,000	575,000	675,000	750,000
Fire Service Contracts	2,192,204	2,271,360	2,200,000	2,362,215	2,362,215
Als Transport Services	1,470,921	3,400,000	2,000,000	3,000,000	3,000,000
Protective Inspections	4,250	3,000	7,000	3,000	3,000
Fire Ot Inspections	700	-	-	-	-
Abandoned Prop.registrat	72,683	150,000	85,000	85,000	85,000
Openings/closings	5,750	4,000	3,000	4,000	4,000
Lot Mowing	10,931	10,000	10,000	10,000	10,000
Tennis Ctr Permits	51,246	35,000	45,000	40,000	40,000
Tennis Ctr Daily Fees	19,565	25,000	20,000	25,000	25,000
Tennis Ctr Lights Reimb	786	1,000	-	1,000	1,000
Pool Daily Fees	7,342	5,000	3,000	5,000	5,000
Daily Parking Fees	289,072	320,000	200,000	320,000	730,000
Sports Field Light Use	3,572	3,000	1,500	3,000	3,000
Special Event Service Fee	1,800	1,500	1,500	1,500	1,500
Sale Of Tennis Ctr Mdse	2,661	2,000	1,700	2,000	2,000
Sale Of Pool Merchandise	1,137	-	1,700	1,000	1,000
Recreation Special Detail	12,211	12,000	5,000	12,000	12,000
<b>Total Charges For Services</b>	<b>\$ 7,764,167</b>	<b>\$ 8,032,560</b>	<b>\$ 6,089,150</b>	<b>\$ 7,632,915</b>	<b>\$ 8,167,915</b>
<b>Fines &amp; Forfeitures</b>					
Library Fines	11,628	25,000	5,000	25,000	25,000
Code Enforcement Fines	376,975	300,000	325,000	300,000	375,000
Police Parking Fines	33,573	25,000	25,000	35,000	35,000
False Alarm Fines	43,505	50,000	50,000	50,000	50,000
False Alarm Fines-fire	28,775	20,000	10,000	20,000	20,000
<b>Total Fines Forfeitures</b>	<b>\$ 494,456</b>	<b>\$ 420,000</b>	<b>\$ 415,000</b>	<b>\$ 430,000</b>	<b>\$ 505,000</b>
<b>Investment Income</b>					
Interest Income	292,815	150,000	150,000	157,555	175,000
Interest/delinquent Taxes	25,964	12,000	12,000	12,000	12,000
Interest On Liens Recvbl	4,235	1,000	7,000	1,000	1,000
<b>Total Investment Income</b>	<b>\$ 323,014</b>	<b>\$ 163,000</b>	<b>\$ 169,000</b>	<b>\$ 170,555</b>	<b>\$ 188,000</b>

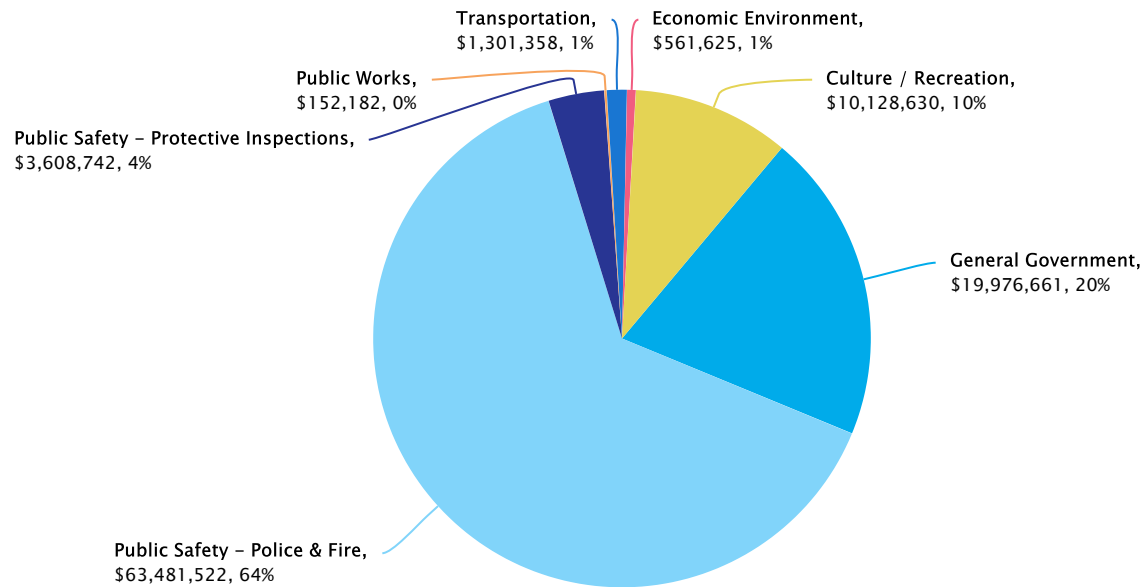


## SUMMARY OF REVENUES

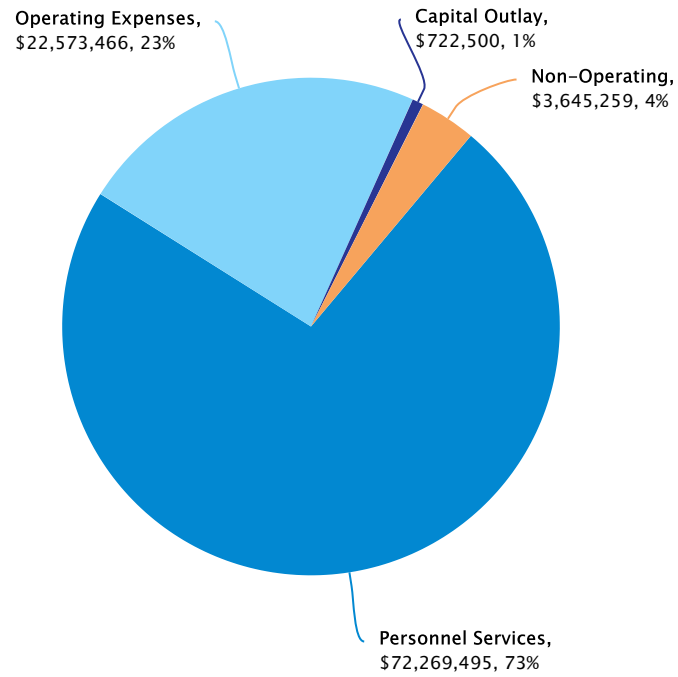
Account Description	2018-19 Actual Revenue	2019-20 Amended Budget	2019-20 Estimated Revenue	2020-21 Proposed Revenue	2020-21 Proposed Revenue
<b>Rents &amp; Royalties</b>					
Rental Of City Facilities	81,572	75,000	50,000	75,000	75,000
Snack Bar Rental	4,500	6,000	7,000	6,000	6,000
Library Cafe	(900)	-	-	-	-
Beach Chairs & Umbrellas	35,200	36,000	35,000	36,000	36,000
Billboard Rent	53,045	50,000	55,000	54,700	54,700
Kayak Rentals/tours Lease	1,800	1,800	1,200	1,800	1,800
Tower Lease	294,517	200,000	150,000	200,000	200,000
FPL	7,935	2,000	-	2,000	2,000
<b>Total Rents &amp; Royalties</b>	<b>\$ 477,669</b>	<b>\$ 370,800</b>	<b>\$ 298,200</b>	<b>\$ 375,500</b>	<b>\$ 375,500</b>
<b>Disposal Of Fixed Assets</b>					
Sale Of Surplus Equip.	9,183	3,000	11,000	3,000	3,000
<b>Total Disposal Of Fixed Assets</b>	<b>\$ 9,183</b>	<b>\$ 3,000</b>	<b>\$ 11,000</b>	<b>\$ 3,000</b>	<b>\$ 3,000</b>
<b>Miscellaneous Income</b>					
Pb Co Impact Admin Chg	89,419	35,000	40,000	40,000	40,000
Lot Clearing Admin. Fee	4,422	15,000	1,600	15,000	15,000
Bcaif Admin. Charge-dbpr	4,774	3,000	3,000	3,000	3,000
Radon Trust Admn Chg-dca	7,313	3,000	3,000	3,000	3,000
SPEC Inspector Admin Fee	-	-	-	-	-
Returned Check Charge	23,721	15,000	14,000	15,000	15,000
Miscellaneous Income	238,713	100,000	215,000	100,000	150,000
Discounts on purchases	-	-	-	-	-
Sales Tax Discount	390	-	-	-	-
Bus Shelter Advertising	15,099	14,000	11,000	14,000	14,000
Cra Reimbursement	87,262	530,000	530,000	530,000	530,000
Cra Reimbursement (Ts)	2,382,179	3,700,000	5,200,000	3,700,000	3,700,000
Epayables	16,584	30,000	16,000	30,000	30,000
<b>Total Miscellaneous Income</b>	<b>\$ 2,869,876</b>	<b>\$ 4,445,000</b>	<b>\$ 6,033,600</b>	<b>\$ 4,450,000</b>	<b>\$ 4,500,000</b>
<b>Special Assessments</b>					
Fire Assessments	7,089,142	7,000,000	7,100,000	7,000,000	7,075,000
Fire Assessments Discount	(249,513)	(242,000)	(260,000)	(242,000)	(247,000)
Fire Asses Collection Fee	(66,044)	(69,000)	(68,000)	(69,000)	(69,000)
<b>Total Special Assessments</b>	<b>\$ 6,773,585</b>	<b>\$ 6,689,000</b>	<b>\$ 6,772,000</b>	<b>\$ 6,689,000</b>	<b>\$ 6,759,000</b>
<b>Transfers In</b>					
Traffic Safety Fund	100,000	350,000	350,000	350,000	350,000
Local Option Gas Tax	850,000	850,000	850,000	848,850	848,850
Hurricane Grant Fund	-	-	-	-	1,250,000
Recr Program Revenue	-	-	-	-	-
Ps Tax Debt	7,240,000	7,240,000	7,240,000	7,240,000	7,240,000
Water/sewer Revenue	6,600,000	7,050,000	7,050,000	7,050,000	7,631,000
Golf Course	10,000	25,000	25,000	25,000	25,000
Sanitation	1,100,000	1,100,000	1,100,000	1,093,500	1,093,500
Bbmp	27,000	27,000	27,000	27,000	27,000
<b>Total Transfers In</b>	<b>\$ 15,927,000</b>	<b>\$ 16,642,000</b>	<b>\$ 16,642,000</b>	<b>\$ 16,634,350</b>	<b>\$ 18,465,350</b>
<b>Sub Total</b>	<b>\$ 91,288,266</b>	<b>\$ 95,072,121</b>	<b>\$ 91,847,926</b>	<b>\$ 93,413,181</b>	<b>\$ 99,210,720</b>
Encumbrance Roll Over	-	-	-	-	-
Fund Balance (Increase) Decrease	(1,554,203)	1,365,468	5,431,571	10,794,989	-
<b>Grand Total</b>	<b>\$ 89,734,063</b>	<b>\$ 96,437,589</b>	<b>\$ 97,279,497</b>	<b>\$ 104,208,170</b>	<b>\$ 99,210,720</b>



### GENERAL FUND APPROPRIATIONS by Functions (Total of \$99,210,720)



**GENERAL FUND APPROPRIATIONS**  
by Object Classifications, (Total of \$99,210,720)



## BUDGET SUMMARY - GENERAL FUND OPERATING DEPARTMENTS

Department	Dept. No.	Description	Expenditure Function Code	Personnel Services	Operating Expenses	Capital Outlay	Non-Operating	Total
City Commission	1110-511	Legislative	General Government	\$ 217,428	\$ 93,036	\$ -	\$ 10,000	\$ 320,464
City Manager	1210-512	Executive	General Government	782,645	64,585	-	5,381	\$ 852,611
City Hall/General Adm.	1211-512	Executive	General Government	17,000	2,560,341	-	898,950	\$ 3,476,291
Marketing/Communications	1212-519	Executive	General Government	360,892	99,526	6,000	-	\$ 466,418
Special Events	1213-519	Executive	General Government	168,603	228,948	2,800	-	\$ 400,351
Town Square Project	1214-512	Executive	General Government	-	4,519,969	-	-	\$ 4,519,969
City Clerk	1310-512	Executive	General Government	470,572	120,462	-	-	\$ 591,034
Financial Services	1410-513	Fin. & Admin.	General Government	1,424,264	74,746	-	-	\$ 1,499,010
Information Technology	1510-513	Fin. & Admin.	General Government	1,605,237	1,267,861	-	-	\$ 2,873,098
Human Resources	1610-513	Fin. & Admin.	General Government	575,222	330,737	3,000	-	\$ 908,959
City Attorney	1910-514	Legal Counsel	General Government	132,975	457,282	-	-	\$ 590,257
Police - Uniform Services	2110-521	Law Enforc.	Public Safety	17,074,871	890,206	28,900	-	\$ 17,993,977
Police - Administrative Services	2111-521	Law Enforc.	Public Safety	2,432,400	1,440,395	7,500	1,422,495	\$ 5,302,790
Police - Support Services	2112-521	Law Enforc.	Public Safety	10,775,529	1,375,106	129,500	-	\$ 12,280,135
Fire	2210-522	Fire Control	Public Safety	22,314,671	2,034,166	225,000	1,047,497	\$ 25,621,334
Community Standards	2211-522	Fire Control	Public Safety	2,001,492	218,367	11,000	18,962	\$ 2,249,821
Emergency Mgmt	2220-525	Emer. Relief Serv	Public Safety	-	19,965	13,500	-	\$ 33,465
Development-Support	2410-524	Protect. Insp.	Public Safety	1,140,950	73,014	-	-	\$ 1,213,964
Building	2411-524	Protect. Insp.	Public Safety	1,265,721	355,946	-	21,320	\$ 1,642,987
Engineering	2413-524	Protect. Insp.	Public Safety	600,231	143,064	6,000	2,496	\$ 751,791
Planning & Zoning	2414-515	Comp. Plan.	General Government	680,428	68,563	-	-	\$ 748,991
Economic Development	2419-559	Other Econ. Environ.	Economic Environment	280,175	266,450	15,000	-	\$ 561,625
Public Works Admin.	2510-539	Other Physical Environ.	Physical Environment	141,621	10,561	-	-	\$ 152,182
Facilities Mgmt.	2511-519	Other Gen. Govt. Roads & Streets	General Government	892,957	1,498,830	31,900	39,093	\$ 2,462,780
Streets Maintenance	2512-541	Fac.	Transportation	288,413	964,904	15,000	33,041	\$ 1,301,358
Parking Services	2517-545	Other Physical Environ.	Physical Environment	149,622	76,106	35,700	5,000	\$ 266,428
Library	2610-571	Libraries	Culture/ Recreation	2,141,664	252,613	130,000	-	\$ 2,524,277
School Museum Services	2612-571	Libraries	Culture/ Recreation	-	382,233	-	-	\$ 382,233
Recreation	2710-572	Parks & Recr.	Culture/ Recreation	3,031,651	593,879	8,200	47,312	\$ 3,681,042
Parks & Grounds	2730-572	Parks & Recr.	Culture/ Recreation	1,302,261	2,091,605	53,500	93,712	\$ 3,541,078
<b>Totals:</b>				<b>\$ 72,269,495</b>	<b>\$ 22,573,466</b>	<b>\$ 722,500</b>	<b>\$ 3,645,259</b>	<b>\$ 99,210,720</b>





## SUMMARY OF EXPENDITURES

Account	2018/2019 Actual Expense	2019/2020 Amended Budget	2019/2020 Estimated Expenditures	2020/2021 Department Request	2020/2021 Proposed Budget
<b>City Commission 001-1110-511</b>					
Department Summary					
Personnel Services	208,736	218,563	218,563	217,448	217,428
Operating Expenses	55,392	61,631	61,631	69,236	93,036
Capital Outlay	-	-	-	-	-
Nonoperating Expenses	10,000	10,000	10,000	10,000	10,000
<b>Total</b>	<b>\$ 274,128</b>	<b>\$ 290,194</b>	<b>\$ 290,194</b>	<b>\$ 296,684</b>	<b>\$ 320,464</b>
<b>Estimated As % Of Budget</b>			<b>100%</b>		
<b>City Manager 001-1210-512</b>					
Department Summary					
Personnel Services	723,184	767,935	739,371	780,819	782,645
Operating Expenses	43,523	41,839	41,839	69,283	64,585
Capital Outlay	-	-	-	1,600	-
Nonoperating Expenses	3,915	3,915	3,915	5,381	5,381
<b>Total</b>	<b>\$ 770,622</b>	<b>\$ 813,689</b>	<b>\$ 785,125</b>	<b>\$ 857,083</b>	<b>\$ 852,611</b>
<b>Estimated As % Of Budget</b>			<b>96%</b>		
<b>City Hall 001-1211-512</b>					
Department Summary					
Personnel Services	10,318	18,600	18,600	18,600	17,000
Operating Expenses	2,246,536	2,692,652	2,692,652	2,648,973	2,560,341
Capital Outlay	-	-	-	-	-
Nonoperating Expenses	646,359	898,950	3,498,950	998,950	898,950
<b>Total</b>	<b>\$ 2,903,213</b>	<b>\$ 3,610,202</b>	<b>\$ 6,210,202</b>	<b>\$ 3,666,523</b>	<b>\$ 3,476,291</b>
<b>Estimated As % Of Budget</b>			<b>172%</b>		
<b>Marketing/Communications 001-1212-519</b>					
Department Summary					
Personnel Services	269,646	312,982	305,001	289,582	360,892
Operating Expenses	118,802	141,624	141,624	137,911	99,526
Capital Outlay	1,950	2,000	2,000	6,000	6,000
Nonoperating Expenses	-	-	-	-	-
<b>Total</b>	<b>\$ 390,398</b>	<b>\$ 456,606</b>	<b>\$ 448,625</b>	<b>\$ 433,493</b>	<b>\$ 466,418</b>
<b>Estimated As % Of Budget</b>			<b>98%</b>		
<b>Special Events 001-1213-519</b>					
Department Summary					
Personnel Services	45,639	161,057	157,435	168,117	168,603
Operating Expenses	117,263	227,314	227,314	184,898	228,948
Capital Outlay	1,817	2,000	2,000	3,300	2,800
Nonoperating Expenses	-	-	-	-	-
<b>Total</b>	<b>\$ 164,719</b>	<b>\$ 390,371</b>	<b>\$ 386,749</b>	<b>\$ 356,315</b>	<b>\$ 400,351</b>
<b>Estimated As % Of Budget</b>					
<b>Town Square Project 001-1214-512</b>					
Department Summary					
Personnel Services	-	-	-	-	-
Operating Expenses	4,256,595	5,720,370	5,720,370	4,894,219	4,519,969
Capital Outlay	22,789	-	-	-	-
Nonoperating Expenses	-	-	-	-	-
<b>Total</b>	<b>\$ 4,279,384</b>	<b>\$ 5,720,370</b>	<b>\$ 5,720,370</b>	<b>\$ 4,894,219</b>	<b>\$ 4,519,969</b>
<b>Estimated As % Of Budget</b>			<b>100%</b>		



## SUMMARY OF EXPENDITURES

Account	2018/2019 Actual Expense	2019/2020 Amended Budget	2019/2020 Estimated Expenditures	2020/2021 Department Request	2020/2021 Proposed Budget
<b>City Clerk 001-1310-512</b>					
Department Summary					
Personnel Services	477,575	460,440	393,501	469,356	470,572
Operating Expenses	226,617	227,021	163,413	228,791	120,462
Capital Outlay	2,640	3,500	3,500	3,000	-
Nonoperating Expenses	-	-	-	-	-
<b>Total</b>	<b>\$ 706,832</b>	<b>\$ 690,961</b>	<b>\$ 560,414</b>	<b>\$ 701,147</b>	<b>\$ 591,034</b>
<b>Estimated As % Of Budget</b>			<b>81%</b>		
<b>Financial Services 001-1410-513</b>					
Department Summary					
Personnel Services	1,281,870	1,380,310	1,219,900	1,427,374	1,424,264
Operating Expenses	46,720	43,667	36,545	63,446	74,746
Capital Outlay	5,040	25,953	19,500	2,250	-
Nonoperating Expenses	-	-	-	-	-
<b>Total</b>	<b>\$ 1,333,630</b>	<b>\$ 1,449,930</b>	<b>\$ 1,275,945</b>	<b>\$ 1,493,070</b>	<b>\$ 1,499,010</b>
<b>Estimated As % Of Budget</b>			<b>88%</b>		
<b>Information Technology Services 001-1510-513</b>					
Department Summary					
Personnel Services	1,418,030	1,518,469	1,463,559	1,551,826	1,605,237
Operating Expenses	917,299	1,149,177	1,149,177	1,289,596	1,267,861
Capital Outlay	6,563	-	-	-	-
Nonoperating Expenses	-	-	-	-	-
<b>Total</b>	<b>\$ 2,341,892</b>	<b>\$ 2,667,646</b>	<b>\$ 2,612,736</b>	<b>\$ 2,841,422</b>	<b>\$ 2,873,098</b>
<b>Estimated As % Of Budget</b>			<b>98%</b>		
<b>Human Resources 001-1610-513</b>					
Department Summary					
Personnel Services	595,804	594,757	573,163	569,014	575,222
Operating Expenses	222,056	339,617	323,117	333,637	330,737
Capital Outlay	1,552	3,750	3,750	3,000	3,000
Nonoperating Expenses	-	-	-	-	-
<b>Total</b>	<b>\$ 819,412</b>	<b>\$ 938,124</b>	<b>\$ 900,030</b>	<b>\$ 905,651</b>	<b>\$ 908,959</b>
<b>Estimated As % Of Budget</b>			<b>96%</b>		
<b>City Attorney 001-1910-514</b>					
Department Summary					
Personnel Services	120,482	127,348	123,327	132,709	132,975
Operating Expenses	392,450	480,940	490,890	456,482	457,282
Capital Outlay	-	-	-	-	-
Nonoperating Expenses	-	-	-	-	-
<b>Total</b>	<b>\$ 512,932</b>	<b>\$ 608,288</b>	<b>\$ 614,217</b>	<b>\$ 589,191</b>	<b>\$ 590,257</b>
<b>Estimated As % Of Budget</b>			<b>101%</b>		
<b>Police - Uniform Services 001-2110-521</b>					
Department Summary					
Personnel Services	15,068,757	15,557,053	15,918,952	17,493,585	17,074,871
Operating Expenses	1,603,675	1,030,450	1,034,990	1,051,311	890,206
Capital Outlay	46,407	66,530	62,000	32,000	28,900
Nonoperating Expenses	957,979	-	-	-	-
<b>Total</b>	<b>\$ 17,676,818</b>	<b>\$ 16,654,033</b>	<b>\$ 17,015,942</b>	<b>\$ 18,576,896</b>	<b>\$ 17,993,977</b>
<b>Estimated As % Of Budget</b>			<b>102%</b>		



## SUMMARY OF EXPENDITURES

Account	2018/2019 Actual Expense	2019/2020 Amended Budget	2019/2020 Estimated Expenditures	2020/2021 Department Request	2020/2021 Proposed Budget
<b>Police - Administrative Services 001-2111-521</b>					
Department Summary					
Personnel Services	2,352,053	2,291,449	2,321,030	2,597,059	2,432,400
Operating Expenses	649,890	1,547,889	1,548,789	1,642,929	1,440,395
Capital Outlay	28,562	8,000	7,000	174,500	7,500
Nonoperating Expenses	-	967,208	967,208	1,422,495	1,422,495
<b>Total</b>	<b>\$ 3,030,505</b>	<b>\$ 4,814,546</b>	<b>\$ 4,844,027</b>	<b>\$ 5,836,983</b>	<b>\$ 5,302,790</b>
<b>Estimated As % Of Budget</b>			<b>101%</b>		
<b>Police - Support Services 001-2112-521</b>					
Department Summary					
Personnel Services	9,404,162	10,286,164	9,576,345	10,973,522	10,775,529
Operating Expenses	940,224	1,476,024	1,476,124	1,648,905	1,375,106
Capital Outlay	312,436	264,380	264,380	500,370	129,500
Nonoperating Expenses	-	-	-	-	-
<b>Total</b>	<b>\$ 10,656,822</b>	<b>\$ 12,026,568</b>	<b>\$ 11,316,849</b>	<b>\$ 13,122,797</b>	<b>\$ 12,280,135</b>
<b>Estimated As % Of Budget</b>			<b>94%</b>		
<b>Fire Rescue Department 001-2210-522</b>					
Department Summary					
Personnel Services	22,766,894	21,520,171	21,520,171	23,051,976	22,314,671
Operating Expenses	1,713,488	1,820,778	1,837,278	2,073,841	2,034,166
Capital Outlay	84,414	356,053	356,053	231,500	225,000
Nonoperating Expenses	1,059,573	963,129	963,129	1,047,497	1,047,497
<b>Total</b>	<b>\$ 25,624,369</b>	<b>\$ 24,660,131</b>	<b>\$ 24,676,631</b>	<b>\$ 26,404,814</b>	<b>\$ 25,621,334</b>
<b>Estimated As % Of Budget</b>			<b>100%</b>		
<b>Community Standard 001-2211-522</b>					
Department Summary					
Personnel Services	1,838,853	1,964,867	1,882,484	2,121,235	2,001,492
Operating Expenses	131,316	209,253	193,753	232,119	218,367
Capital Outlay	45,773	50,445	50,445	13,000	11,000
Nonoperating Expenses	18,303	19,083	19,083	18,962	18,962
<b>Total</b>	<b>\$ 2,034,245</b>	<b>\$ 2,243,648</b>	<b>\$ 2,145,765</b>	<b>\$ 2,385,316</b>	<b>\$ 2,249,821</b>
<b>Estimated As % Of Budget</b>			<b>96%</b>		
<b>Emergency Management 001-2220-525</b>					
Department Summary					
Personnel Services	-	-	-	-	-
Operating Expenses	7,799	21,275	3,800	27,965	19,965
Capital Outlay	6,649	9,000	-	13,500	13,500
Nonoperating Expenses	-	-	-	-	-
<b>Total</b>	<b>\$ 14,448</b>	<b>\$ 30,275</b>	<b>\$ 3,800</b>	<b>\$ 41,465</b>	<b>\$ 33,465</b>
<b>Estimated As % Of Budget</b>			<b>13%</b>		
<b>Development Admin 001-2410-524</b>					
Department Summary					
Personnel Services	1,165,472	1,185,621	931,312	1,122,513	1,140,950
Operating Expenses	75,607	78,579	41,942	84,074	73,014
Capital Outlay	-	-	-	-	-
Nonoperating Expenses	-	-	-	-	-
<b>Total</b>	<b>\$ 1,241,079</b>	<b>\$ 1,264,200</b>	<b>\$ 973,254</b>	<b>\$ 1,206,587</b>	<b>\$ 1,213,964</b>
<b>Estimated As % Of Budget</b>			<b>77%</b>		



## SUMMARY OF EXPENDITURES

Account	2018/2019 Actual Expense	2019/2020 Amended Budget	2019/2020 Estimated Expenditures	2020/2021 Department Request	2020/2021 Proposed Budget
<b>Building 001-2411-524</b>					
Department Summary					
Personnel Services	1,047,269	1,104,122	1,088,401	1,368,702	1,265,721
Operating Expenses	528,065	415,831	623,890	775,286	355,946
Capital Outlay	2,006	-	-	22,000	-
Nonoperating Expenses	9,693	20,509	20,509	21,320	21,320
<b>Total</b>	<b>\$ 1,587,033</b>	<b>\$ 1,540,462</b>	<b>\$ 1,732,800</b>	<b>\$ 2,187,308</b>	<b>\$ 1,642,987</b>
<b>Estimated As % Of Budget</b>			<b>112%</b>		
<b>Planning &amp; Zoning 001-2414-515</b>					
Department Summary					
Personnel Services	665,077	738,303	721,501	673,261	680,428
Operating Expenses	20,612	70,405	70,155	99,868	68,563
Capital Outlay	-	-	-	-	-
Nonoperating Expenses	-	-	-	-	-
<b>Total</b>	<b>\$ 685,689</b>	<b>\$ 808,708</b>	<b>\$ 791,656</b>	<b>\$ 773,129</b>	<b>\$ 748,991</b>
<b>Estimated As % Of Budget</b>			<b>98%</b>		
<b>Economic Development 001-2419-559</b>					
Department Summary					
Personnel Services	281,141	288,078	276,933	277,894	280,175
Operating Expenses	148,035	188,417	188,417	506,700	266,450
Capital Outlay	-	15,000	15,000	15,000	15,000
Nonoperating Expenses	-	-	-	-	-
<b>Total</b>	<b>\$ 429,176</b>	<b>\$ 491,495</b>	<b>\$ 480,350</b>	<b>\$ 799,594</b>	<b>\$ 561,625</b>
<b>Estimated As % Of Budget</b>			<b>98%</b>		
<b>Public Works, Admin 001-2510-539</b>					
Department Summary					
Personnel Services	148,654	143,206	132,858	140,922	141,621
Operating Expenses	9,875	10,349	8,505	11,086	10,561
Capital Outlay	14,090	-	-	-	-
Nonoperating Expenses	-	-	-	-	-
<b>Total</b>	<b>\$ 172,619</b>	<b>\$ 153,555</b>	<b>\$ 141,363</b>	<b>\$ 152,008</b>	<b>\$ 152,182</b>
<b>Estimated As % Of Budget</b>			<b>92%</b>		
<b>Facilities Mgmt 001-2511-519</b>					
Department Summary					
Personnel Services	782,100	870,378	735,363	954,426	892,957
Operating Expenses	968,760	1,257,862	1,270,610	1,637,953	1,498,830
Capital Outlay	16,109	36,161	19,500	31,900	31,900
Nonoperating Expenses	30,706	34,501	34,501	39,093	39,093
<b>Total</b>	<b>\$ 1,797,675</b>	<b>\$ 2,198,902</b>	<b>\$ 2,059,974</b>	<b>\$ 2,663,372</b>	<b>\$ 2,462,780</b>
<b>Estimated As % Of Budget</b>			<b>94%</b>		
<b>Streets Maintenance 001-2512-541</b>					
Department Summary					
Personnel Services	273,236	272,998	243,854	284,843	288,413
Operating Expenses	804,638	885,901	802,398	1,008,169	964,904
Capital Outlay	9,862	68,000	56,000	15,000	15,000
Nonoperating Expenses	78,686	33,731	33,731	33,041	33,041
<b>Total</b>	<b>\$ 1,166,422</b>	<b>\$ 1,260,630</b>	<b>\$ 1,135,983</b>	<b>\$ 1,341,053</b>	<b>\$ 1,301,358</b>
<b>Estimated As % Of Budget</b>			<b>90%</b>		



## SUMMARY OF EXPENDITURES

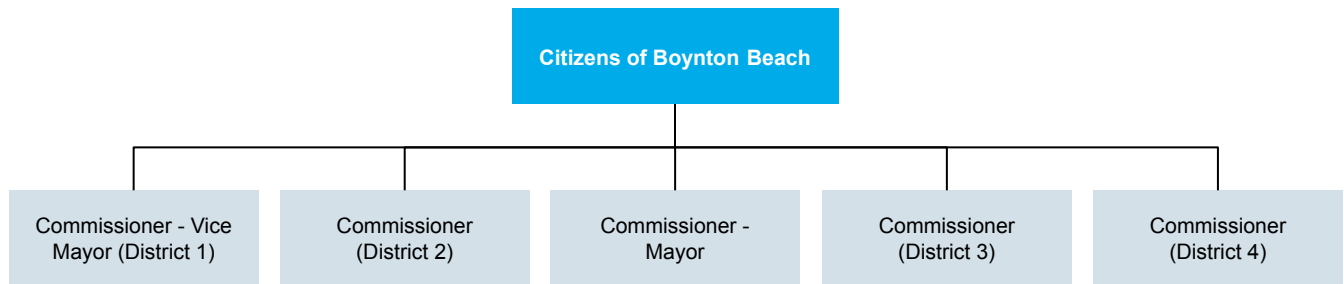
Account	2018/2019 Actual Expense	2019/2020 Amended Budget	2019/2020 Estimated Expenditures	2020/2021 Department Request	2020/2021 Proposed Budget
<b>Engineering 001-2413-524</b>					
Department Summary					
Personnel Services	549,871	589,922	519,337	590,736	600,231
Operating Expenses	38,070	177,679	168,018	188,524	143,064
Capital Outlay	6,138	3,800	3,000	6,000	6,000
Nonoperating Expenses	4,697	4,918	-	2,496	2,496
<b>Total</b>	<b>\$ 598,776</b>	<b>\$ 776,319</b>	<b>\$ 690,355</b>	<b>\$ 787,756</b>	<b>\$ 751,791</b>
<b>Estimated As % Of Budget</b>			<b>89%</b>		
<b>Parking Services 001-2517-545</b>					
Department Summary					
Personnel Services	-	-	-	-	149,622
Operating Expenses	-	-	-	-	76,106
Capital Outlay	-	-	-	-	35,700
Nonoperating Expenses	-	-	-	-	5,000
<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 266,428</b>
<b>Estimated As % Of Budget</b>			<b>0%</b>		
<b>Parks &amp; Grounds 001-2730-572</b>					
Department Summary					
Personnel Services	989,627	1,153,474	1,080,969	1,467,944	1,302,261
Operating Expenses	2,077,386	2,091,378	2,212,469	2,438,430	2,091,605
Capital Outlay	1,883	18,500	15,000	88,000	53,500
Nonoperating Expenses	73,487	73,118	73,118	93,712	93,712
<b>Total</b>	<b>\$ 3,142,383</b>	<b>\$ 3,336,470</b>	<b>\$ 3,381,556</b>	<b>\$ 4,088,086</b>	<b>\$ 3,541,078</b>
<b>Estimated As % Of Budget</b>			<b>101%</b>		
<b>Library 001-2610-571</b>					
Department Summary					
Personnel Services	1,810,699	2,166,258	2,095,241	2,150,606	2,141,664
Operating Expenses	146,527	263,123	167,804	270,119	252,613
Capital Outlay	175,416	170,000	170,000	180,000	130,000
Nonoperating Expenses	-	-	-	-	-
<b>Total</b>	<b>\$ 2,132,642</b>	<b>\$ 2,599,381</b>	<b>\$ 2,433,045</b>	<b>\$ 2,600,725</b>	<b>\$ 2,524,277</b>
<b>Estimated As % Of Budget</b>			<b>94%</b>		
<b>School Museum Serv 001-2612-571</b>					
Department Summary					
Personnel Services	-	-	-	-	-
Operating Expenses	308,606	386,428	375,724	389,361	382,233
Capital Outlay	-	-	-	-	-
Nonoperating Expenses	-	-	-	-	-
<b>Total</b>	<b>\$ 308,606</b>	<b>\$ 386,428</b>	<b>\$ 375,724</b>	<b>\$ 389,361</b>	<b>\$ 382,233</b>
<b>Estimated As % Of Budget</b>			<b>97%</b>		
<b>Recreation 001-2710-572</b>					
Department Summary					
Personnel Services	2,431,499	2,856,391	2,561,695	3,047,766	3,031,651
Operating Expenses	438,754	621,644	632,774	693,994	593,879
Capital Outlay	26,657	35,884	39,809	27,050	8,200
Nonoperating Expenses	40,684	41,538	41,538	47,312	47,312
<b>Total</b>	<b>\$ 2,937,594</b>	<b>\$ 3,555,457</b>	<b>\$ 3,275,816</b>	<b>\$ 3,816,122</b>	<b>\$ 3,681,042</b>
<b>Estimated As % Of Budget</b>			<b>92%</b>		
<b>Grand Total : General Fund</b>					
Department Summary					
Personnel Services	66,726,648	68,548,916	66,818,866	73,941,835	72,269,495
Operating Expenses	19,254,580	23,679,117	23,706,012	25,157,106	22,573,466
Capital Outlay	818,753	1,138,956	1,088,937	1,368,970	722,500
Nonoperating Expenses	2,934,082	3,070,600	5,665,682	3,740,259	3,645,259
<b>Total</b>	<b>\$ 89,734,063</b>	<b>\$ 96,437,589</b>	<b>\$ 97,279,497</b>	<b>\$ 104,208,170</b>	<b>\$ 99,210,720</b>
<b>Estimated As % Of Budget</b>			<b>101%</b>		



## ORGANIZATIONAL CHART

DEPARTMENT: **City Commision**  
DIVISION:

FUND: **001**  
DEPT. NO.: **1110**



DEPARTMENT: City Commission  
DIVISION:

FUND: 001  
DEPT. NO.: 1110

Position Title	Position Number	Pay Grade	2018-19 Actual	2019-20 Actual	2020-21 Inc/(Dec)	2020-21 Requested	2020-21 Proposed
<b>Elected Positions (P/T):</b>							
City Commissioner - Mayor	00029	99	1.0	1.0	-	1.0	1.0
City Commissioner - Vice Mayor	00019	99	1.0	1.0	-	1.0	1.0
City Commissioners	00019	99	3.0	3.0	-	3.0	3.0
<b>Total Personnel:</b>			5.0	5.0	-	5.0	5.0





## DETAIL EXPENDITURES

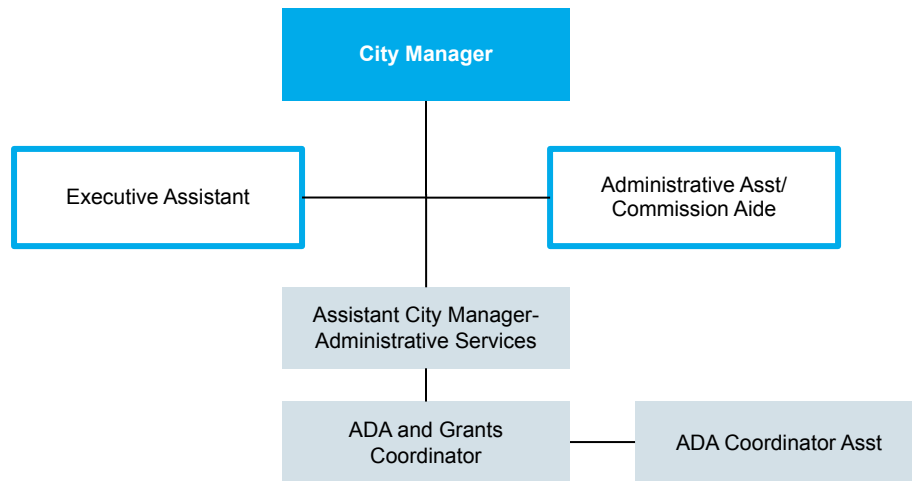
Account	2018/2019 Actual Expense	2019/2020 Amended Budget	2019/2020 Estimated Expenditures	2020/2021 Department Request	2020/2021 Proposed Budget
<b>Div 10 City Commission 001-1110-511</b>					
Department Summary					
Personnel Services	208,736	218,563	218,563	217,448	217,428
Operating Expenses	55,392	61,631	61,631	69,236	93,036
Capital Outlay	-	-	-	-	-
Nonoperating Expenses	10,000	10,000	10,000	10,000	10,000
<b>Total</b>	<b>\$ 274,128</b>	<b>\$ 290,194</b>	<b>\$ 290,194</b>	<b>\$ 296,684</b>	<b>\$ 320,464</b>
<b>Estimated As % Of Budget</b>	<b>100%</b>				
11-10 Executive Salaries	102,298	104,250	104,250	103,239	103,239
15-12 Cell Phone Allowance	780	1,440	1,440	1,440	1,440
15-30 Expense Allowance	33,628	33,440	33,440	33,450	33,450
21-10 Employer Fica	10,431	10,600	10,600	10,512	10,512
22-11 State Pension	49,338	52,125	52,125	50,500	50,500
23-30 Health Insurance	11,125	15,294	15,294	16,824	16,824
23-32 Cigna Hsa	-	-	-	-	-
23-40 Dental Insurance	1,014	1,260	1,260	1,322	1,309
23-50 Vision Insurance	122	154	154	161	154
<b>Sub-total Personnel Services</b>	<b>\$ 208,736</b>	<b>\$ 218,563</b>	<b>\$ 218,563</b>	<b>\$ 217,448</b>	<b>\$ 217,428</b>
34-32 Sister Cities Program	871	1,500	1,500	1,500	1,500
40-12 Business Meetings	17,885	22,800	22,800	27,450	26,850
41-15 Cellular Phone/beeper	2,545	3,800	2,500	2,600	2,500
49-09 Self Insurance Chgs (W/c)	82	89	89	89	89
49-10 Warehouse Service Chg.	265	242	242	237	237
49-17 Other Contractual Svcs	400	-	-	-	25,000
52-85 Food Supplies	428	500	500	1,000	500
52-99 Misc. Supplies	821	1,000	1,000	1,000	1,000
54-20 Memberships	30,095	30,500	30,500	32,860	32,860
54-30 Training	2,000	1,200	2,500	2,500	2,500
<b>Sub-total Operating Expenses</b>	<b>\$ 55,392</b>	<b>\$ 61,631</b>	<b>\$ 61,631</b>	<b>\$ 69,236</b>	<b>\$ 93,036</b>
64-16 Furniture & Fixtures	-	-	-	-	-
<b>Sub-total Capital Outlay</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Subtotal</b>	<b>\$ 264,128</b>	<b>\$ 280,194</b>	<b>\$ 280,194</b>	<b>\$ 286,684</b>	<b>\$ 310,464</b>
95-47 Community Investments	10,000	10,000	10,000	10,000	10,000
<b>Sub-total Nonoperating Expenses</b>	<b>\$ 10,000</b>	<b>\$ 10,000</b>	<b>\$ 10,000</b>	<b>\$ 10,000</b>	<b>\$ 10,000</b>
<b>Department Total</b>	<b>\$ 274,128</b>	<b>\$ 290,194</b>	<b>\$ 290,194</b>	<b>\$ 296,684</b>	<b>\$ 320,464</b>



## ORGANIZATIONAL CHART

DEPARTMENT: **City Manager**  
DIVISION:

FUND: **001**  
DEPT. NO.: **1210**



PERSONNEL ALLOCATION

DEPARTMENT: City Manager			FUND: 001				
DIVISION:			DEPT. NO.: 1210				
Position Title	Position Number	Pay Grade	2018-19 Actual	2019-20 Actual	2020-21 Inc/(Dec)	2020-21 Requested	2020-21 Proposed
<b>Full-Time Positions:</b>							
City Manager	01019	98	1.0	1.0	-	1.0	1.0
Assistant City Manager - Administrative Services	01149	46	0.75	0.75	-	0.75	0.75
Grants and ADA Coordinator	01139	23	1.0	1.0	-	1.0	1.0
Administrative Asst/Commission Aide	01040	14	1.0	1.0	-	1.0	1.0
Executive Assistant	01129	20	1.0	1.0	-	1.0	1.0
			4.75	4.75	-	4.75	4.75
<b>Part-Time Positions:</b>							
ADA Coordinator Assistant	01030	17	-	0.5	-	0.5	0.5
			-	0.5	-	0.5	0.5
<b>Total Personnel:</b>			4.75	5.25	-	5.25	5.25



## DETAIL EXPENDITURES

Account	2018/2019 Actual Expense	2019/2020 Amended Budget	2019/2020 Estimated Expenditures	2020/2021 Department Request	2020/2021 Proposed Budget
<b>Div 10 City Manager 001-1210-512</b>					
Department Summary					
Personnel Services	723,184	767,935	739,371	780,819	782,645
Operating Expenses	43,523	41,839	41,839	69,283	64,585
Capital Outlay	-	-	-	1,600	-
Nonoperating Expenses	3,915	3,915	3,915	5,381	5,381
<b>Total</b>	<b>\$ 770,622</b>	<b>\$ 813,689</b>	<b>\$ 785,125</b>	<b>\$ 857,083</b>	<b>\$ 852,611</b>
<b>Estimated As % Of Budget</b>			<b>96%</b>		
12-10 Regular Salaries/wages	499,157	522,664	494,100	540,513	540,513
14-10 Overtime	-	-	-	-	-
15-12 Cell Phone Allowance	378	380	380	504	504
15-20 Car Allowance	2,700	2,700	2,700	-	-
19-99 New Personnel/Reclass	-	18,509	18,509	-	-
21-10 Employer Fica	32,055	32,543	32,543	34,807	35,366
22-10 General Employees Pension	125,173	125,885	125,885	132,432	132,432
22-40 Def Comp Contribution	16,493	24,500	24,500	24,500	24,500
23-10 Life Insurance	637	250	250	250	249
23-20 Disability Insurance	3,351	1,944	1,944	2,045	2,059
23-30 Health Insurance	36,898	36,324	36,324	39,956	39,956
23-32 Cigna Hsa	-	-	-	-	-
23-34 HSA	4,188	-	-	3,563	4,750
23-40 Dental Insurance	1,923	1,993	1,993	1,993	2,073
23-50 Vision Insurance	231	243	243	256	243
<b>Sub-total Personnel Services</b>	<b>\$ 723,184</b>	<b>\$ 767,935</b>	<b>\$ 739,371</b>	<b>\$ 780,819</b>	<b>\$ 782,645</b>
34-34 Grants Team	7,300	7,825	7,825	7,381	7,381
40-12 Business Meetings	12,987	14,200	14,200	19,900	14,400
41-15 Cellular Phone/beeper	711	750	750	-	720
44-31 Copy Machine Rental	-	-	-	-	1,332
46-30 Vehicle Maint. - Garage	3,671	1,955	1,955	2,612	2,612
47-10 Printing & Binding	76	500	500	500	500
49-09 Self Insurance Chgs (W/c)	9,682	5,999	5,999	5,999	5,999
49-10 Warehouse Service Chg.	234	255	255	339	339
49-17 Other Contractual Svcs	626	3,000	3,000	3,000	2,000
49-18 ADA Inclusion Fee	-	-	-	19,552	19,552
51-10 Office Supplies	2,267	1,250	1,250	2,500	2,500
52-20 Opr. equipment <\$750.	222	300	300	300	300
52-85 Food Supplies	1,283	700	700	700	700
54-10 Books And Publications	53	550	550	550	300
54-20 Memberships	2,013	3,555	3,555	3,950	3,950
54-30 Training	2,398	1,000	1,000	2,000	2,000
<b>Sub- Total Operating Expenses</b>	<b>\$ 43,523</b>	<b>\$ 41,839</b>	<b>\$ 41,839</b>	<b>\$ 69,283</b>	<b>\$ 64,585</b>
64-15 Computer Equipment	-	-	-	1,600	-
64-16 Furniture & Fixtures	-	-	-	-	-
<b>Sub- Total Capital Outlay</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,600</b>	<b>\$ -</b>
<b>Subtotal</b>	<b>\$ 766,707</b>	<b>\$ 809,774</b>	<b>\$ 781,210</b>	<b>\$ 851,702</b>	<b>\$ 847,230</b>
91-30 Transfer/veh. Srv. Fund	3,915	3,915	3,915	5,381	5,381
<b>Department Total</b>	<b>\$ 770,622</b>	<b>\$ 813,689</b>	<b>\$ 785,125</b>	<b>\$ 857,083</b>	<b>\$ 852,611</b>



## DETAIL EXPENDITURES

Account	2018/2019 Actual Expense	2019/2020 Amended Budget	2019/2020 Estimated Expenditures	2020/2021 Department Request	2020/2021 Proposed Budget
<b>Div 11 City Hall 001-1211-512</b>					
Department Summary					
Personnel Services	10,318	18,600	18,600	18,600	17,000
Operating Expenses	2,246,536	2,692,652	2,692,652	2,648,973	2,560,341
Capital Outlay	-	-	-	-	-
Nonoperating Expenses	646,359	898,950	3,498,950	998,950	898,950
<b>Total</b>	<b>\$ 2,903,213</b>	<b>\$ 3,610,202</b>	<b>\$ 6,210,202</b>	<b>\$ 3,666,523</b>	<b>\$ 3,476,291</b>
<b>Estimated As % Of Budget</b>			<b>172%</b>		
14-10 Overtime	-	-	-	-	-
23-11 Life Insurance-retirees	1,228	3,600	3,600	3,600	2,000
25-15 Unemployment	9,090	15,000	15,000	15,000	15,000
<b>Sub-total Personnel Services</b>	<b>\$ 10,318</b>	<b>\$ 18,600</b>	<b>\$ 18,600</b>	<b>\$ 18,600</b>	<b>\$ 17,000</b>
32-10 Audit Fee	40,556	40,556	40,556	40,556	40,556
34-55 Town Square Agreement	9,750	78,813	78,813	-	-
41-12 Postage	57,222	50,000	50,000	50,000	50,000
43-10 Electric Service	56,316	125,000	125,000	125,000	66,500
43-20 Water/sewer Service	636	8,000	10,000	10,000	5,500
43-21 District Energy Plant	-	-	-	25,000	25,000
44-30 Equipment Rental	4,445	7,700	7,700	7,700	6,492
44-31 Copy Machine Rental	23,939	33,734	33,734	33,734	16,810
48-01 Comm Promotion/marketing	1,847	5,000	5,000	5,000	2,500
48-24 Special Events	15,438	17,000	17,000	20,000	20,000
48-26 Martin L. King Activities	-	-	-	-	-
49-08 Ins Chgs-auto/prop/liab	1,870,687	2,060,504	2,060,504	2,060,504	2,060,504
49-10 Warehouse Service Chg.	189	130	130	404	404
49-17 Other Contractual Svcs	151,588	250,000	250,000	258,000	253,000
51-10 Office Supplies	4,312	5,500	3,500	3,500	3,500
52-85 Food Supplies	1,017	-	-	-	-
54-20 Memberships	8,594	10,715	10,715	9,575	9,575
<b>Sub- Total Operating Expenses</b>	<b>\$ 2,246,536</b>	<b>\$ 2,692,652</b>	<b>\$ 2,692,652</b>	<b>\$ 2,648,973</b>	<b>\$ 2,560,341</b>
64-02 General Equipment	-	-	-	-	-
<b>Sub- Total Capital Outlay</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Subtotal</b>	<b>\$ 2,256,854</b>	<b>\$ 2,711,252</b>	<b>\$ 2,711,252</b>	<b>\$ 2,667,573</b>	<b>\$ 2,577,341</b>
91-11 Transfer To Golf Course	-	-	-	-	-
91-15 Transfer To Public Arts F	20,000	20,000	20,000	20,000	20,000
91-05 Transfer To Self Ins.	463,950	463,950	463,950	463,950	463,950
95-48 Strategic Plan Implement	-	-	-	-	-
95-60 Uncollectible Expense	136,458	-	-	-	-
99-01 Contingency	-	400,000	3,000,000	500,000	400,000
99-02 Non-budgeted Expense	25,951	15,000	15,000	15,000	15,000
<b>Sub-total Nonoperating Expenses</b>	<b>\$ 646,359</b>	<b>\$ 898,950</b>	<b>\$ 3,498,950</b>	<b>\$ 998,950</b>	<b>\$ 898,950</b>
<b>Department Total</b>	<b>\$ 2,903,213</b>	<b>\$ 3,610,202</b>	<b>\$ 6,210,202</b>	<b>\$ 3,666,523</b>	<b>\$ 3,476,291</b>



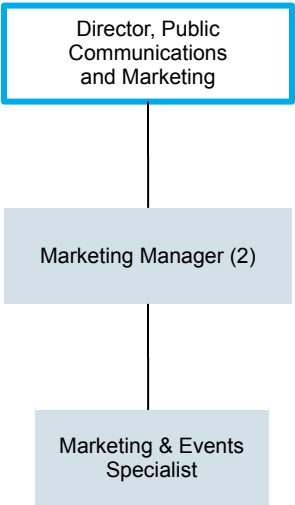
## DETAIL EXPENDITURES

Account	2018/2019 Actual Expense	2019/2020 Amended Budget	2019/2020 Estimated Expenditures	2020/2021 Department Request	2020/2021 Proposed Budget
<b>Div 12 Town Square Project001-1214-512</b>					
Department Summary					
Personnel Services	-	-	-	-	-
Operating Expenses	4,256,595	5,720,370	5,720,370	4,894,219	4,519,969
Capital Outlay	22,789	-	-	-	-
Nonoperating Expenses	-	-	-	-	-
<b>Total</b>	<b>\$ 4,279,384</b>	<b>\$ 5,720,370</b>	<b>\$ 5,720,370</b>	<b>\$ 4,894,219</b>	<b>\$ 4,519,969</b>
<b>Estimated As % Of Budget</b>			<b>100%</b>		
12-10 Regular Salaries/wages	-	-	-	-	-
21-10 Employer Fica	-	-	-	-	-
<b>Sub-total Personnel Services</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
31-15 Legal-Land ACQ/Title	70,562	25,000	25,000	25,000	25,000
31-90 Other Professional Svcs	136,800	138,750	138,750	138,750	-
34-53 Consultant Fees	-	-	-	-	-
34-55 Town Square Agreement	-	-	-	-	-
43-20 Water/Sewer Service	238	500	500	500	-
44-42 Office Rental	3,978,966	5,311,120	5,311,120	4,484,700	4,484,700
48-01 Comm Promotion/Marketing	-	10,000	10,000	10,000	10,000
49-10 Warehouse Service Chg	-	-	-	269	269
49-17 Other Contractual Svcs	70,029	235,000	235,000	235,000	-
<b>Sub- Total Operating Expenses</b>	<b>\$ 4,256,595</b>	<b>\$ 5,720,370</b>	<b>\$ 5,720,370</b>	<b>\$ 4,894,219</b>	<b>\$ 4,519,969</b>
64-02 General Equipment	20,900	-	-	-	-
64-16 Furniture & Fixtures	1,889	-	-	-	-
<b>Sub- Total Capital Outlay</b>	<b>\$ 22,789</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Subtotal</b>	<b>\$ 4,279,384</b>	<b>\$ 5,720,370</b>	<b>\$ 5,720,370</b>	<b>\$ 4,894,219</b>	<b>\$ 4,519,969</b>
91-30 Transfer/Veh. Srv. Fund	-	-	-	-	-
<b>Department Total</b>	<b>\$ 4,279,384</b>	<b>\$ 5,720,370</b>	<b>\$ 5,720,370</b>	<b>\$ 4,894,219</b>	<b>\$ 4,519,969</b>



ORGANIZATIONAL CHART

DEPARTMENT: City Manager	FUND: 001
DIVISION: Public Communications and Marketing	DEPT. NO.: 1212



- 2. Director, Public Communications and Marketing
  - 2.1. Marketing Manager (2)
    - 2.1.1. Marketing & Events Specialist





## PERSONNEL ALLOCATION

DEPARTMENT: City Manager

FUND: 001

DIVISION: Public Communications and Marketing

DEPT. NO.: 1212

Position Title	Position Number	Pay Grade	2018-19 Actual	2019-20 Actual	2020-21 Inc/(Dec)	2020-21 Requested	2020-21 Proposed
<b>Full-Time Positions:</b>							
Director, Public Communications and Marketing	01189	30	1.0	1.0	-	1.0	1.0
Marketing Manager	01179	22	2.0	2.0	-	2.0	2.0
Marketing & Events Specialist	01170	10	-	-	1.0	1.0	1.0
<b>Total Personnel:</b>			3.0	3.0	1.0	4.0	4.0



## DETAIL EXPENDITURES

Account	2018/2019 Actual Expense	2019/2020 Amended Budget	2019/2020 Estimated Expenditures	2020/2021 Department Request	2020/2021 Proposed Budget
<b>Div 12 Marketing/communications001-1212-519</b>					
Department Summary					
Personnel Services	269,646	312,982	305,001	289,582	360,892
Operating Expenses	118,802	141,624	141,624	137,911	99,526
Capital Outlay	1,950	2,000	2,000	6,000	6,000
Nonoperating Expenses	-	-	-	-	-
<b>Total</b>	<b>\$ 390,398</b>	<b>\$ 456,606</b>	<b>\$ 448,625</b>	<b>\$ 433,493</b>	<b>\$ 466,418</b>
<b>Estimated As % Of Budget</b>			<b>98%</b>		
12-10 Regular Salaries/wages	184,336	207,511	199,530	187,626	243,786
14-10 Overtime	110	-	-	-	500
15-12 Cell Phone Allowance	714	504	504	-	504
15-20 Car Allowance	3,600	3,600	3,600	3,600	3,600
21-10 Employer Fica	13,448	15,555	15,555	14,667	18,964
22-10 General Employees Pension	43,980	60,400	60,400	53,769	53,769
23-10 Life Insurance	158	189	189	202	202
23-20 Disability Insurance	1,182	795	795	750	969
23-30 Health Insurance	19,232	22,941	22,941	25,235	33,647
23-32 Cigna Hsa	-	-	-	-	-
23-34 HSA	1,750	71	71	2,250	3,000
23-40 Dental Insurance	1,014	1,260	1,260	1,322	1,746
23-50 Vision Insurance	122	156	156	161	205
<b>Sub-total Personnel Services</b>	<b>\$ 269,646</b>	<b>\$ 312,982</b>	<b>\$ 305,001</b>	<b>\$ 289,582</b>	<b>\$ 360,892</b>
40-12 Business Meetings	4,528	5,080	5,080	1,080	1,000
41-10 Telephone Services	1,427	2,620	2,620	1,560	1,560
41-12 Postage	4,119	6,000	6,000	5,500	500
41-15 Cellular Phone/beeper	83	-	-	1,740	1,740
44-31 Copy Machine Rental	55	-	-	-	-
46-30 Vehicle Maint. - Garage	1,058	-	-	402	402
46-91 Software Maintenance	1,104	-	-	1,500	1,500
47-10 Printing & Binding	15,131	35,000	35,000	32,085	10,000
48-01 Comm Promotion/marketing	4,256	4,500	4,500	15,300	10,000
48-05 Advertising	2,004	15,000	15,000	14,730	14,730
49-10 Warehouse Service Chg	-	-	-	5	5
49-17 Other Contractual Svcs	79,994	55,000	55,000	45,250	40,000
49-41 Licenses, Fees & Permits	485	5,350	5,350	4,600	4,600
51-01 Self insurance CHGS (W/C)	-	3,789	3,789	3,789	3,789
51-10 Office Supplies	179	500	500	1,200	500
52-85 Food Supplies	380	500	500	1,000	1,000
54-10 Books-publications-videos	809	390	390	270	300
54-20 Memberships	2,489	3,895	3,895	2,900	2,900
54-30 Training	701	4,000	4,000	5,000	5,000
<b>Sub- Total Operating Expenses</b>	<b>\$ 118,802</b>	<b>\$ 141,624</b>	<b>\$ 141,624</b>	<b>\$ 137,911</b>	<b>\$ 99,526</b>
64-14 Computer Software	-	2,000	2,000	6,000	6,000
64-15 Computer Equipment	1,950	-	-	-	-
<b>Sub- Total Capital Outlay</b>	<b>\$ 1,950</b>	<b>\$ 2,000</b>	<b>\$ 2,000</b>	<b>\$ 6,000</b>	<b>\$ 6,000</b>
<b>Subtotal</b>	<b>\$ 390,398</b>	<b>\$ 456,606</b>	<b>\$ 448,625</b>	<b>\$ 433,493</b>	<b>\$ 466,418</b>
91-30 Transfer/veh. Srv. Fund	-	-	-	-	-
<b>Department Total</b>	<b>\$ 390,398</b>	<b>\$ 456,606</b>	<b>\$ 448,625</b>	<b>\$ 433,493</b>	<b>\$ 466,418</b>



## ORGANIZATIONAL CHART

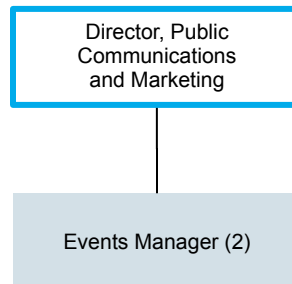
---

DEPARTMENT: **City Manager**  
DIVISION: **Special Events**

---

FUND: **001**  
DEPT. NO.: **1213**

---



## PERSONNEL ALLOCATION

DEPARTMENT: City Manager  
DIVISION: Special Events

FUND: 001  
DEPT. NO.: 1213

Position Title	Position Number	Pay Grade	2018-19 Actual	2019-20 Actual	2020-21 Inc/(Dec)	2020-21 Requested	2020-21 Proposed
<b>Full-Time Positions:</b>							
Events and Program Manager	61129	26	1.0	2.0	-	2.0	2.0
<b>Subtotal:</b>			1.0	2.0	-	2.0	2.0
<b>Part-Time Positions (FTE):</b>							
Administrative Associate - Community Events	61017	10	0.5	-	-	-	-
<b>Subtotal:</b>			0.5	-	-	-	-
<b>Total Personnel:</b>			1.5	2.0	-	2.0	2.0



## DETAIL EXPENDITURES

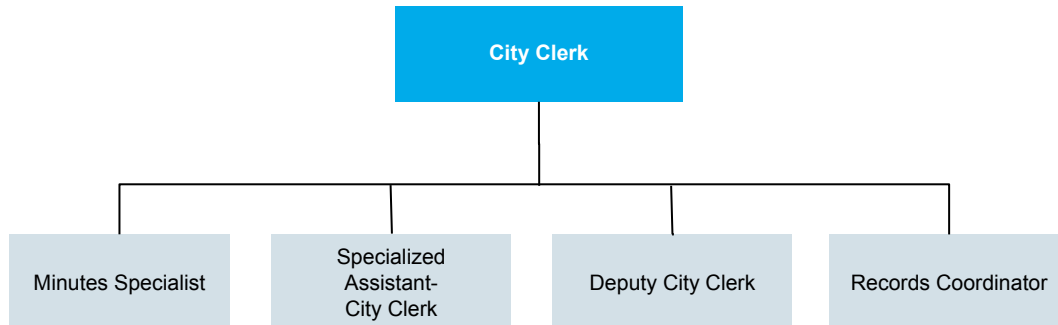
Account	2018/2019 Actual Expense	2019/2020 Amended Budget	2019/2020 Estimated Expenditures	2020/2021 Department Request	2020/2021 Proposed Budget
<b>Div 12 Special Events 001-1213-519</b>					
Department Summary					
Personnel Services	45,639	161,057	157,435	168,117	168,603
Operating Expenses	117,263	227,314	227,314	184,898	228,948
Capital Outlay	1,817	2,000	2,000	3,300	2,800
Nonoperating Expenses	-	-	-	-	-
<b>Total</b>	<b>\$ 164,719</b>	<b>\$ 390,371</b>	<b>\$ 386,749</b>	<b>\$ 356,315</b>	<b>\$ 400,351</b>
<b>Estimated As % Of Budget</b>					
12-10 Regular Salaries/wages	39,338	94,172	90,550	108,470	108,470
15-12 Cell Phone Allowance	30	504	504	420	420
19-99 New Personnel/Reclass	-	26,706	26,706	-	-
21-10 Employer Fica	2,944	6,924	6,924	8,298	8,298
22-10 General Employees Pension	-	24,259	24,259	31,066	31,066
23-10 Life Insurance	11	63	63	126	126
23-20 Disability Insurance	184	307	307	424	424
23-30 Health Insurance	3,014	7,650	7,650	16,824	16,824
23-34 HSA	-	-	-	1,500	2,000
23-40 Dental Insurance	105	420	420	881	873
23-50 Vision Insurance	13	52	52	108	102
<b>Sub-total Personnel Services</b>	<b>\$ 45,639</b>	<b>\$ 161,057</b>	<b>\$ 157,435</b>	<b>\$ 168,117</b>	<b>\$ 168,603</b>
40-12 Business Meetings	175	1,000	1,000	150	150
41-12 Postage	-	500	500	500	500
47-10 Printing & Binding	-	10,000	10,000	13,800	10,000
48-01 Comm Promotion/marketng	218	300	300	300	300
48-05 Advertising	3,441	11,420	11,420	12,150	10,000
48-24 Special Events	111,436	200,000	200,000	140,000	190,000
49-09 Self Insurance CHGS (W/C)	-	1,894	1,894	1,894	1,894
49-10 Warehouse Service Chg	-	-	-	4	4
49-10 Other Contractual Srvs	-	-	-	11,000	11,000
51-10 Office Supplies	231	1,000	1,000	1,000	1,000
52-85 Food Supplies	1,762	750	750	1,500	1,500
54-20 Memberships	-	450	450	1,050	1,050
54-30 Training	-	-	-	1,550	1,550
<b>Sub- Total Operating Expenses</b>	<b>\$ 117,263</b>	<b>\$ 227,314</b>	<b>\$ 227,314</b>	<b>\$ 184,898</b>	<b>\$ 228,948</b>
64-15 Computer Equipment	1,817	2,000	2,000	2,300	2,300
64-02 General Equipment	-	-	-	1,000	500
<b>Sub- Total Capital Outlay</b>	<b>\$ 1,817</b>	<b>\$ 2,000</b>	<b>\$ 2,000</b>	<b>\$ 3,300</b>	<b>\$ 2,800</b>
<b>Subtotal</b>	<b>\$ 164,719</b>	<b>\$ 390,371</b>	<b>\$ 386,749</b>	<b>\$ 356,315</b>	<b>\$ 400,351</b>
91-30 Transfer/Veh. Srv. Fund	-	-	-	-	-
<b>Department Total</b>	<b>\$ 164,719</b>	<b>\$ 390,371</b>	<b>\$ 386,749</b>	<b>\$ 356,315</b>	<b>\$ 400,351</b>



## ORGANIZATIONAL CHART

DEPARTMENT: **City Clerk**  
DIVISION:

FUND: **001**  
DEPT. NO.: **1310**



## PERSONNEL ALLOCATION

DEPARTMENT: City Clerk  
DIVISION:

FUND: 001  
DEPT. NO.: 1310

Position Title	Position Number	Pay Grade	2018-19 Actual	2019-20 Actual	2020-21 Inc/(Dec)	2020-21 Requested	2020-21 Proposed
<b>Full-Time Positions:</b>							
City Clerk	03019	39	1.0	1.0	-	1.0	1.0
Deputy City Clerk	03029	24	1.0	1.0	-	1.0	1.0
Minutes Specialist	03022	14	1.0	1.0	-	1.0	1.0
Records Coordinator	03032	12	1.0	1.0	-	1.0	1.0
Clerk	03012	14	1.0	1.0	-	1.0	1.0
<b>Total Personnel:</b>			5.0	5.0	-	5.0	5.0





## DETAIL EXPENDITURES

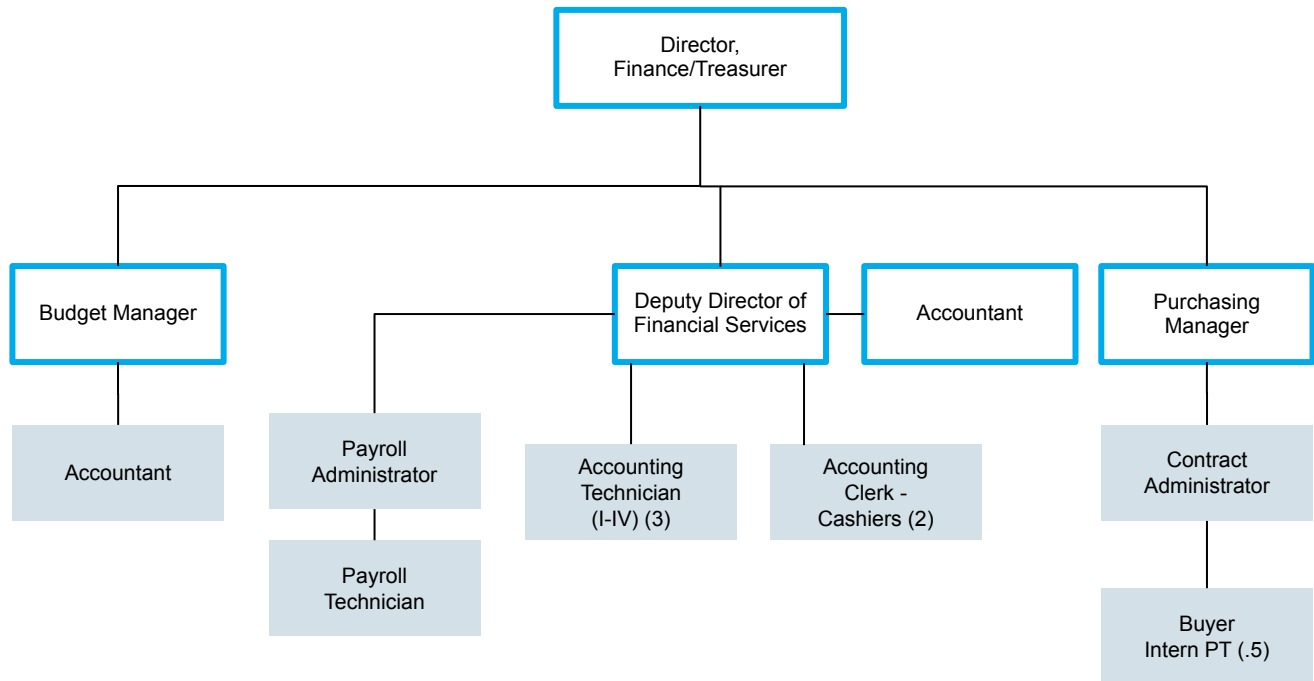
Account	2018/2019 Actual Expense	2019/2020 Amended Budget	2019/2020 Estimated Expenditures	2020/2021 Department Request	2020/2021 Proposed Budget
<b>Div 10 City Clerk 001-1310-512</b>					
Department Summary					
Personnel Services	477,575	460,440	393,501	469,356	470,572
Operating Expenses	226,617	227,021	163,413	228,791	120,462
Capital Outlay	2,640	3,500	3,500	3,000	-
Nonoperating Expenses	-	-	-	-	-
<b>Total</b>	<b>\$ 706,832</b>	<b>\$ 690,961</b>	<b>\$ 560,414</b>	<b>\$ 701,147</b>	<b>\$ 591,034</b>
<b>Estimated As % Of Budget</b>	<b>81%</b>				
12-10 Regular Salaries/wages	319,165	310,651	240,000	307,219	307,219
14-10 Overtime	-	1,000	-	1,000	1,000
15-12 Cell Phone Allowance	462	-	462	-	-
21-10 Employer Fica	24,038	21,720	21,720	23,502	23,502
22-10 General Employees Pension	86,184	85,215	85,215	87,989	87,989
23-10 Life Insurance	169	164	164	164	164
23-20 Disability Insurance	1,977	1,100	1,100	1,201	1,201
23-30 Health Insurance	40,144	38,236	38,236	42,059	42,059
23-32 Cigna Hsa	-	-	-	-	-
23-34 HSA	3,125	-	4,250	3,750	5,000
23-40 Dental Insurance	2,063	2,098	2,098	2,203	2,182
23-50 Vision Insurance	248	256	256	269	256
<b>Sub-total Personnel Services</b>	<b>\$ 477,575</b>	<b>\$ 460,440</b>	<b>\$ 393,501</b>	<b>\$ 469,356</b>	<b>\$ 470,572</b>
40-12 Business Meetings	1,827	2,900	2,900	3,400	3,400
41-15 Cellular Phone/Beeper	-	504	504	504	175
46-20 Equipment Maintenance	-	1,500	1,500	1,500	1,500
47-10 Printing & Binding	2,676	400	400	400	400
47-22 Codify Ordinances	5,088	15,000	10,000	15,000	15,000
48-21 Employee Recognition	226	300	300	300	300
49-09 Self Insurance Chgs (W/c)	990	1,081	1,081	1,081	1,081
49-10 Warehouse Service Chg.	288	216	216	401	401
49-12 Legal Ads	30,270	20,000	20,000	20,000	20,000
49-14 Credit Card Fees	12,691	8,000	12,000	8,000	-
49-15 Election Expense	97,400	100,000	37,400	100,000	-
49-16 Court Costs	2,000	5,000	4,000	5,000	5,000
49-17 Other Contractual Svcs	70,687	67,200	67,200	67,200	67,200
51-10 Office Supplies	698	1,300	1,300	1,300	1,300
52-01 Supplies	788	1,400	1,400	1,400	1,400
52-20 Opr. Equipment <\$750.	-	-	-	-	-
54-10 Books And Publications	-	1,250	1,250	1,250	1,250
54-20 Memberships	793	620	962	1,055	1,055
54-30 Training	195	350	1,000	1,000	1,000
<b>Sub- Total Operating Expenses</b>	<b>\$ 226,617</b>	<b>\$ 227,021</b>	<b>\$ 163,413</b>	<b>\$ 228,791</b>	<b>\$ 120,462</b>
64-15 Computer Equipment	2,640	-	-	-	-
64-16 Furniture & Fixtures	-	3,500	3,500	3,000	-
64-17 Office Machines/equip	-	-	-	-	-
64-20 Communication Equip	-	-	-	-	-
<b>Sub- Total Capital Outlay</b>	<b>\$ 2,640</b>	<b>\$ 3,500</b>	<b>\$ 3,500</b>	<b>\$ 3,000</b>	<b>\$ -</b>
<b>Subtotal</b>	<b>\$ 706,832</b>	<b>\$ 690,961</b>	<b>\$ 560,414</b>	<b>\$ 701,147</b>	<b>\$ 591,034</b>
91-30 Transfer/veh. Srv. Fund	-	-	-	-	-
<b>Department Total</b>	<b>\$ 706,832</b>	<b>\$ 690,961</b>	<b>\$ 560,414</b>	<b>\$ 701,147</b>	<b>\$ 591,034</b>



## ORGANIZATIONAL CHART

DEPARTMENT: Financial Services  
DIVISION:

FUND: 001  
DEPT. NO.: 1410



## PERSONNEL ALLOCATION

DEPARTMENT: Financial Services  
DIVISION:

FUND: 001  
DEPT. NO.: 1410

Position Title	Position Number	Pay Grade	2018-19 Actual	2019-20 Actual	2020-21 Inc/(Dec)	2020-21 Requested	2020-21 Proposed
<b>Full-Time Positions:</b>							
Director, Finance/Treasurer	04119	45	1.0	1.0	-	1.0	1.0
Deputy Director of Financial Services	04199	36	1.0	1.0	-	1.0	1.0
Budget Manager	04209	30	1.0	1.0	-	1.0	1.0
Purchasing Manager	04229	30	1.0	1.0	-	1.0	1.0
Payroll Administrator	04150	20	1.0	1.0	-	1.0	1.0
		18 to					
Accountant I to III (Unspecified)	04149	22	2.0	2.0	-	2.0	2.0
Payroll Technician	04180	16	1.0	1.0	-	1.0	1.0
Senior Buyer	04332	15	1.0	1.0	(1.0)	-	-
Contract Administrator			-	-	1.0	1.0	1.0
Accounts Payable Specialist	04170	11	-	-	-	-	-
Accounting Clerk	04220	10	2.0	2.0	-	2.0	2.0
Accounting Technician Career Path Unspecified							
Personnel			3.0	3.0	-	3.0	3.0
Accounting Technician I	04160	10	*	*	*	*	*
Accounting Technician II	04200	11	*	*	*	*	*
Accounting Technician III	04210	12	*	*	*	*	*
Accounting Technician IV		15	*	*	*	*	*
Sub-total for Full-time Positions			14.0	14.0	-	14.0	14.0
<b>Part-Time Positions (FTE):</b>							
Buyer Intern (1,040 hours)	04160	10	0.5	0.5	-	0.5	0.5
Sub-total for Full-time Positions			0.5	0.5	-	0.5	0.5
<b>Total Personnel:</b>			14.5	14.5	-	14.5	14.5



## DETAIL EXPENDITURES

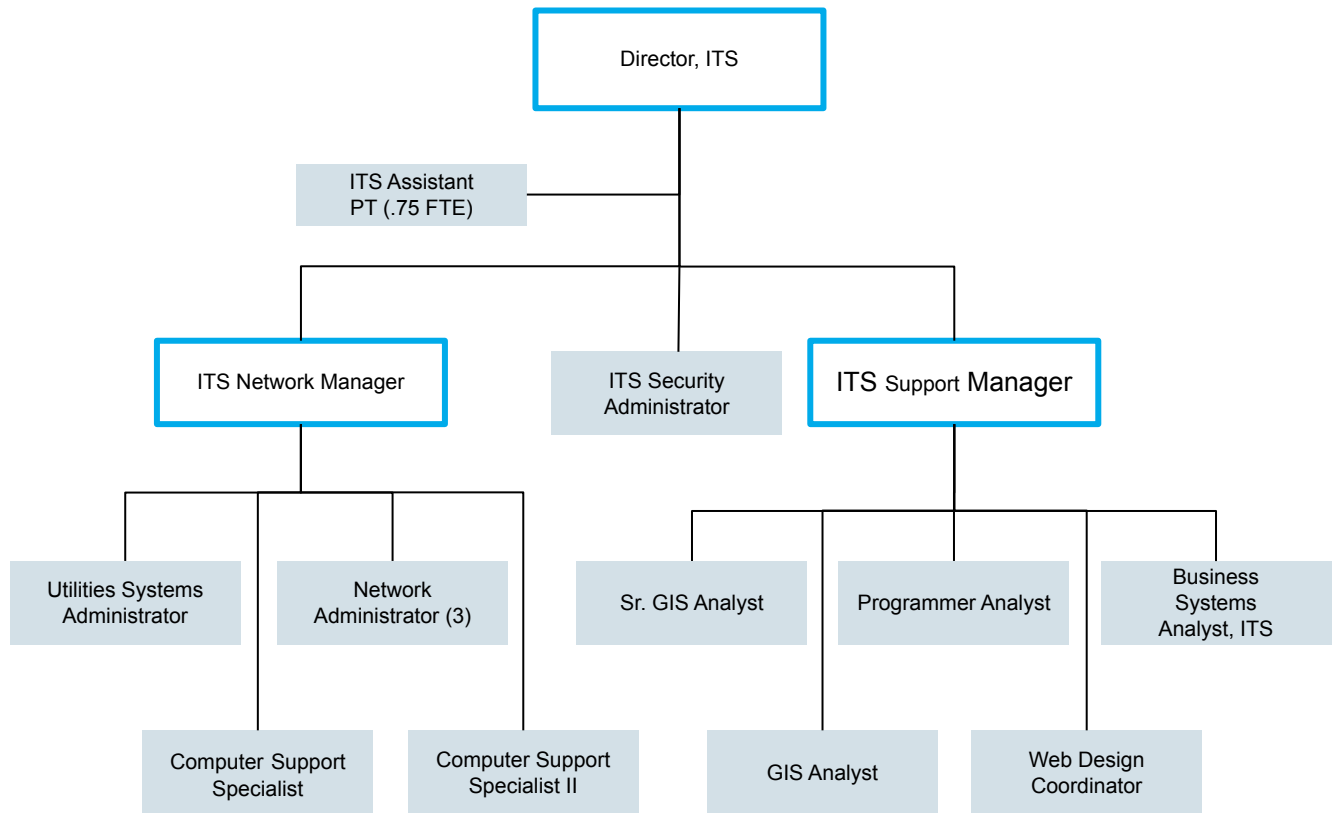
Account	2018/2019 Actual Expense	2019/2020 Amended Budget	2019/2020 Estimated Expenditures	2020/2021 Department Request	2020/2021 Proposed Budget
<b>Div 10 Financial Services001-1410-513</b>					
Department Summary					
Personnel Services	1,281,870	1,380,310	1,219,900	1,427,374	1,424,264
Operating Expenses	46,720	43,667	36,545	63,446	74,746
Capital Outlay	5,040	25,953	19,500	2,250	-
Nonoperating Expenses	-	-	-	-	-
<b>Total</b>	<b>\$1,333,630</b>	<b>\$1,449,930</b>	<b>\$1,275,945</b>	<b>\$1,493,070</b>	<b>\$1,499,010</b>
<b>Estimated As % Of Budget</b>			<b>88%</b>		
12-10 Regular Salaries/wages	852,989	920,802	825,000	937,328	937,328
14-10 Overtime	476	1,000	500	1,000	500
15-12 Cell Phone Allowance	-	504	-	504	504
15-20 Car Allowance	2,400	3,600	900	3,600	3,600
19-99 New Personnel/Reclass	-	-	-	32,772	14,000
21-10 Employer Fica	64,109	66,645	60,000	72,088	74,518
22-10 General Employees Pension	263,659	269,371	250,000	251,194	251,194
23-10 Life Insurance	366	1,400	500	1,400	428
23-20 Disability Insurance	4,692	3,336	3,500	3,336	3,599
23-30 Health Insurance	80,161	107,060	75,000	107,060	117,766
23-32 Cigna Hsa	-	-	-	-	-
23-34 HSA	8,240	-	-	10,500	14,000
23-40 Dental Insurance	4,266	5,875	4,000	5,875	6,110
23-50 Vision Insurance	512	717	500	717	717
<b>Sub-total Personnel Services</b>	<b>\$1,281,870</b>	<b>\$1,380,310</b>	<b>\$1,219,900</b>	<b>\$1,427,374</b>	<b>\$1,424,264</b>
31-90 Other Professional Svcs	610	1,150	500	1,250	1,250
40-12 Business Meetings	483	1,500	500	2,200	1,200
44-31 Copy Machine Rental	-	-	-	2,900	2,700
46-20 Equipment Maintenance	2,227	1,500	1,000	1,500	1,500
47-10 Printing & Binding	45	250	50	250	250
49-09 Self Insurance Chgs (W/c)	2,379	2,595	2,595	2,595	2,595
49-10 Warehouse Service Chg	1,711	1,575	1,500	1,651	1,651
49-17 Other Contractual Svcs	25,975	10,442	17,000	24,500	43,500
51-10 Office Supplies	7,511	8,655	8,000	10,800	9,300
52-20 Opr Equipment <\$750	450	6,250	500	1,750	1,750
54-10 Books-publications-videos	478	500	400	800	800
54-20 Memberships	1,455	2,250	1,500	3,250	3,250
54-30 Training	3,396	7,000	3,000	10,000	5,000
<b>Sub- Total Operating Expenses</b>	<b>\$46,720</b>	<b>\$43,667</b>	<b>\$36,545</b>	<b>\$63,446</b>	<b>\$74,746</b>
64-14 Computer Software	3,000	20,000	18,000	-	-
64-15 Computer Equipment	2,040	5,953	1,500	2,250	-
<b>Sub- Total Capital Outlay</b>	<b>\$5,040</b>	<b>\$25,953</b>	<b>\$19,500</b>	<b>\$2,250</b>	<b>\$-</b>
<b>Subtotal</b>	<b>\$1,333,630</b>	<b>\$1,449,930</b>	<b>\$1,275,945</b>	<b>\$1,493,070</b>	<b>\$1,499,010</b>
91-30 Transfer/veh. Srv. Fund	-	-	-	-	-
<b>Department Total</b>	<b>\$1,333,630</b>	<b>\$1,449,930</b>	<b>\$1,275,945</b>	<b>\$1,493,070</b>	<b>\$1,499,010</b>



## ORGANIZATIONAL CHART

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

FUND: 001  
DEPT. NO.: 1510



## PERSONNEL ALLOCATION

DEPARTMENT: Information Technology Services  
DIVISION:

FUND: 001  
DEPT. NO.: 1510

Position Title	Position Number	Pay Grade	2018-19 Actual	2019-20 Actual	2020-21 Inc/(Dec)	2020-21 Requested	2020-21 Proposed
<b>Full-Time Positions:</b>							
Director, ITS	06019	43	1.0	1.0	-	1.0	1.0
ITS Network Manager	06079	26	1.0	1.0	-	1.0	1.0
ITS Support Manager	06089	26	1.0	1.0	-	1.0	1.0
Utilities System Administrator	48059	29	1.0	1.0	-	1.0	1.0
Network Administrator	06059	22	3.0	3.0	-	3.0	3.0
Technology Security Administrator			-	-	1.0	1.0	1.0
Business Systems Analyst ITS	06099	22	1.0	1.0	-	1.0	1.0
Senior GIS Analyst	70209	24	1.0	1.0	-	1.0	1.0
GIS Analyst	70109	17	1.0	1.0	-	1.0	1.0
Programmer/Analyst	06039	20	1.0	1.0	-	1.0	1.0
Web Design Coordinator	06679	22	1.0	1.0	-	1.0	1.0
Computer Support Specialist II	06230	17	1.0	1.0	-	1.0	1.0
Computer Support Specialist	06200	15	1.0	1.0	-	1.0	1.0
Sub-total for Full-time Positions			14.0	14.0	1.0	15.0	15.0
<b>Part-Time Positions (FTE):</b>							
ITS Assistant	06737	10	0.8	0.8	-	0.8	0.8
Sub-total for Part-time Positions			0.8	0.8	-	0.8	0.8
<b>Total Personnel:</b>			14.8	14.8	1.0	15.8	15.8

\*Media Specialist moved to 1212



## DETAIL EXPENDITURES

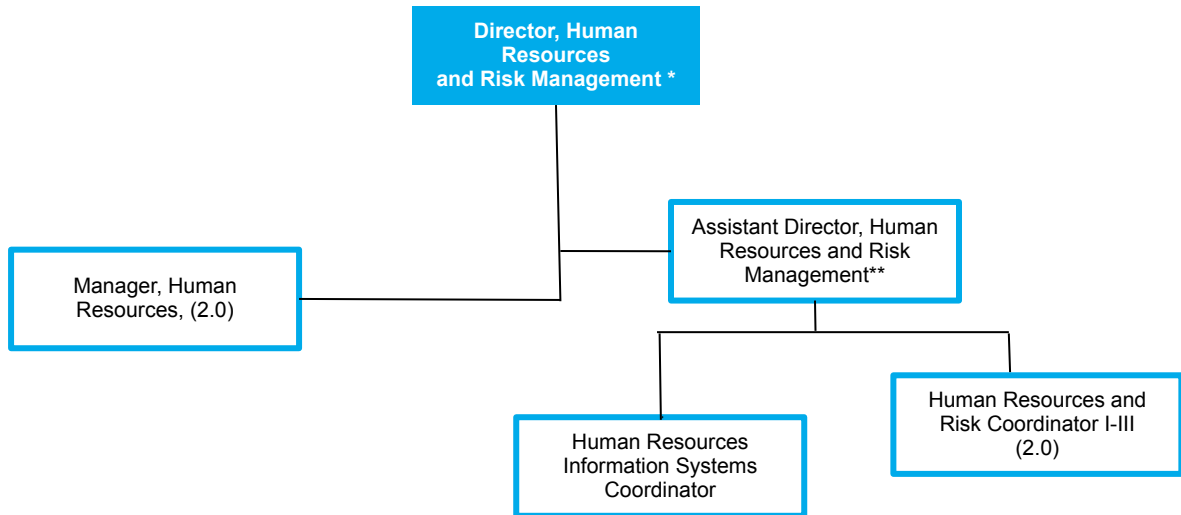
Account	2018/2019 Actual Expense	2019/2020 Amended Budget	2019/2020 Estimated Expenditures	2020/2021 Department Request	2020/2021 Proposed Budget
<b>Div 10 Information Technology Services 001-1510-513</b>					
Department Summary					
Personnel Services	1,418,030	1,518,469	1,463,559	1,551,826	1,605,237
Operating Expenses	917,299	1,149,177	1,149,177	1,289,596	1,267,861
Capital Outlay	6,563	-	-	-	-
Nonoperating Expenses	-	-	-	-	-
<b>Total</b>	<b>\$ 2,341,892</b>	<b>\$ 2,667,646</b>	<b>\$ 2,612,736</b>	<b>\$ 2,841,422</b>	<b>\$ 2,873,098</b>
<b>Estimated As % Of Budget</b>			<b>98%</b>		
12-10 Regular Salaries/wages	968,320	1,065,170	1,010,260	1,087,348	1,087,348
14-10 Overtime	-	2,000	2,000	2,000	2,000
15-12 Cell Phone Allowance	1,008	1,008	1,008	1,008	1,008
19-99 New Personnel/Reclass	-	-	-	-	50,000
21-10 Employer Fica	68,892	77,704	77,704	78,434	78,439
22-10 General Employees Pension	250,937	254,438	254,438	243,318	243,318
23-10 Life Insurance	731	630	630	630	630
23-20 Disability Insurance	6,675	3,867	3,867	3,900	3,901
23-30 Health Insurance	105,482	107,060	107,060	117,766	117,766
23-32 Cigna Hsa	-	-	-	-	-
23-34 HSA	9,875	-	-	10,500	14,000
23-40 Dental Insurance	5,455	5,875	5,875	6,169	6,110
23-50 Vision Insurance	655	717	717	753	717
<b>Sub-total Personnel Services</b>	<b>\$ 1,418,030</b>	<b>\$ 1,518,469</b>	<b>\$ 1,463,559</b>	<b>\$ 1,551,826</b>	<b>\$ 1,605,237</b>
40-12 Business Meetings	2,663	1,450	1,450	1,900	1,900
41-10 Telephone Services	333,731	387,300	387,300	402,300	402,300
41-15 Cellular Phone/beeper	2,895	3,120	3,120	3,120	2,800
44-31 Copy Machine Rental	-	-	-	-	3,685
46-20 Equipment Maintenance	880	4,050	4,050	10,070	10,070
46-22 Computer Maintenance	28,058	56,620	56,620	83,620	83,620
46-23 Telephone Maint/supplies	593	1,500	1,500	1,500	1,500
46-30 Vehicle Maint. - Garage	1,032	907	907	905	905
46-91 Software Maintenance	236,251	292,065	292,065	382,490	382,490
48-21 Employee Recognition	-	100	100	100	100
49-09 Self Insurance Chgs (W/c)	6,637	7,240	7,240	7,240	7,240
49-10 Warehouse Service Chg	365	315	315	331	331
49-17 Other Contractual Srvs	293,128	370,150	370,150	371,150	346,050
51-10 Office Supplies	445	1,000	1,000	1,250	1,250
51-25 Computer Sftwre <\$750	-	-	-	-	-
52-01 Supplies	780	1,500	1,500	1,500	1,500
52-20 Opr Equipment <\$750	4,158	7,000	7,000	7,000	7,000
52-22 Uniforms	178	150	150	200	200
54-10 Books-publications-videos	-	250	250	250	250
54-20 Memberships	469	760	760	670	670
54-30 Training	5,036	13,700	13,700	14,000	14,000
<b>Sub- Total Operating Expenses</b>	<b>\$ 917,299</b>	<b>\$ 1,149,177</b>	<b>\$ 1,149,177</b>	<b>\$ 1,289,596</b>	<b>\$ 1,267,861</b>
64-14 Computer Software	-	-	-	-	-
64-15 Computer Equipment	6,563	-	-	-	-
<b>Sub- Total Capital Outlay</b>	<b>\$ 6,563</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Subtotal</b>	<b>\$ 2,341,892</b>	<b>\$ 2,667,646</b>	<b>\$ 2,612,736</b>	<b>\$ 2,841,422</b>	<b>\$ 2,873,098</b>
91-30 Transfer/veh. Srv. Fund	-	-	-	-	-
<b>Department Total</b>	<b>\$ 2,341,892</b>	<b>\$ 2,667,646</b>	<b>\$ 2,612,736</b>	<b>\$ 2,841,422</b>	<b>\$ 2,873,098</b>



## ORGANIZATIONAL CHART

DEPARTMENT: Human Resources  
DIVISION:

FUND: 001  
DEPT. NO.: 1610



\* Director, Human Resources and Risk Management - Funded 50% in Self Insurance (522-1710)

\*\* Assistant Director, Human Resources and Risk Management - Funded 50% in Self Insurance (522-1710)





## PERSONNEL ALLOCATION

DEPARTMENT: Human Resources  
DIVISION:

FUND: 001  
DEPT. NO.: 1610

Position Title	Position Number	Pay Grade	2018-19 Actual	2019-20 Actual	2020-21 Inc/(Dec)	2020-21 Requested	2020-21 Proposed
<b>Full-Time Positions:</b>							
Director, Human Resources & Risk Management	05019	47	0.5	0.5	-	0.5	0.5
Assistant Director, Human Resources & Risk Management	05329	39	-	0.5	-	0.5	0.5
Manager, Human Resources	05369	29	-	2.0	-	2.0	2.0
Human Resources Administrator		26	2.0	-	-	-	-
Process Manager		26	-	0.5	(0.5)	-	-
Benefits Administrator		20	1.0	-	-	-	-
Human Resources Information Systems Coordinator	05120	15	-	0.5	-	0.5	0.5
Unspecified Personnel			2.0	1.0	0.5	1.5	1.5
HR/Risk Coordinator I	05100	16	*	*	-	*	*
HR/Risk Coordinator II	05110	18	*	*	-	*	*
HR/Risk Coordinator III	05139	20	*	*	-	*	*
Sub-total for Full-time Positions			5.5	5.0	-	5.0	5.0
<b>Total Personnel:</b>			5.5	5.0	-	5.0	5.0



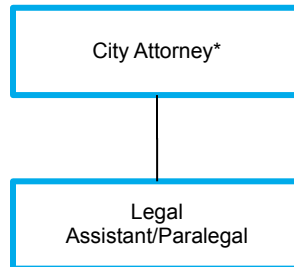
## DETAIL EXPENDITURES

Account	2018/2019 Actual Expense	2019/2020 Amended Budget	2019/2020 Estimated Expenditures	2020/2021 Department Request	2020/2021 Proposed Budget
<b>Div 10 Human Resources 001-1610-513</b>					
Department Summary					
Personnel Services	595,804	594,757	573,163	569,014	575,222
Operating Expenses	222,056	339,617	323,117	333,637	330,737
Capital Outlay	1,552	3,750	3,750	3,000	3,000
Nonoperating Expenses	-	-	-	-	-
<b>Total</b>	<b>\$ 819,412</b>	<b>\$ 938,124</b>	<b>\$ 900,030</b>	<b>\$ 905,651</b>	<b>\$ 908,959</b>
<b>Estimated As % Of Budget</b>			<b>96%</b>		
12-10 Regular Salaries/wages	394,734	386,435	364,841	364,841	364,841
12-20 Holiday Pay	-	-	-	-	-
14-10 Overtime	3,507	5,000	5,000	5,000	4,000
15-12 Cell Phone Allowance	774	1,512	1,512	1,512	1,512
15-20 Car Allowance	3,647	4,800	4,800	4,800	4,800
19-99 New Personnel/Reclass	-	10,580	10,580	-	-
21-10 Employer Fica	30,002	28,383	28,383	28,383	29,884
22-10 General Employees Pension	112,964	107,107	107,107	113,985	113,985
23-10 Life Insurance	292	246	246	246	195
23-20 Disability Insurance	3,169	1,473	1,473	1,473	1,558
23-30 Cigna Hsa	-	-	-	-	-
23-32 Health Insurance	39,589	42,059	42,059	42,059	46,265
23-34 HSA	4,875	4,572	4,572	4,125	5,500
23-40 Dental Insurance	2,002	2,308	2,308	2,308	2,400
23-50 Vision Insurance	249	282	282	282	282
	<b>\$ 595,804</b>	<b>\$ 594,757</b>	<b>\$ 573,163</b>	<b>\$ 569,014</b>	<b>\$ 575,222</b>
34-30 Empl. Assistance Program	8,054	10,725	10,725	10,725	10,725
40-10 Mileage Reimbursement	-	-	-	-	-
40-12 Business Meetings	1,418	600	600	600	600
44-31 Copy Machine Rental	-	-	-	-	2,100
46-91 Software Maintenance	77,560	124,300	124,300	125,500	125,500
47-10 Printing & Binding	266	250	250	250	250
48-22 Employee Recognition	-	10,000	10,000	10,000	5,000
48-21 Wellness Program	(5,716)	3,000	3,000	3,000	3,000
49-09 Self Insurance Chgs (W/c)	1,098	1,202	1,202	1,202	1,202
49-10 Warehouse Service Chg	305	265	265	310	310
49-13 Legal Ads	-	-	-	-	-
49-13 Recruiting Expense	18,861	19,800	19,800	30,000	20,000
49-17 Other Contractual Svcs	85,230	95,500	95,500	95,500	95,500
51-10 Office Supplies	1,653	2,250	2,250	2,250	2,250
52-20 Opr Equipment <\$750	-	175	175	-	-
52-82 Exam Supplies	289	750	750	-	-
52-85 Food Supplies	1,128	1,750	1,750	1,750	1,750
54-10 Books-publications-videos	195	500	500	500	500
54-20 Memberships	524	2,050	2,050	2,050	2,050
54-30 Training	5,485	5,000	5,000	5,000	5,000
54-35 College Tuition Reimb.	18,797	49,000	25,000	25,000	35,000
54-36 Career Development	6,909	12,500	20,000	20,000	20,000
<b>Sub- Total Operating Expenses</b>	<b>\$ 222,056</b>	<b>\$ 339,617</b>	<b>\$ 323,117</b>	<b>\$ 333,637</b>	<b>\$ 330,737</b>
64-14 Computer Software	-	750	750	-	-
64-15 Computer Equipment	1,552	3,000	3,000	3,000	3,000
<b>Sub- Total Capital Outlay</b>	<b>\$ 1,552</b>	<b>\$ 3,750</b>	<b>\$ 3,750</b>	<b>\$ 3,000</b>	<b>\$ 3,000</b>
<b>Subtotal</b>	<b>\$ 819,412</b>	<b>\$ 938,124</b>	<b>\$ 900,030</b>	<b>\$ 905,651</b>	<b>\$ 908,959</b>
91-30 91-30 Transfer/veh. Srv. Fund	-	-	-	-	-
<b>Department Total</b>	<b>\$ 819,412</b>	<b>\$ 938,124</b>	<b>\$ 900,030</b>	<b>\$ 905,651</b>	<b>\$ 908,959</b>



## ORGANIZATIONAL CHART

DEPARTMENT: <b>City Attorney</b>	FUND: <b>001</b>
DIVISION:	DEPT. NO.: <b>1910</b>



\* Non-City employee



## PERSONNEL ALLOCATION

DEPARTMENT: **City Attorney**  
 DIVISION:

FUND: **001**  
 DEPT. NO.: **1910**

Position Title	Position Number	Pay Grade	2018-19 Actual	2019-20 Actual	2020-21 Inc/(Dec)	2020-21 Requested	2020-21 Proposed
<b>Full-Time Positions:</b>							
City Attorney			*	*	*	*	*
Legal Assistant/Paralegal	02039	20	1.0	1.0	-	1.0	1.0
Sub-total for Full-time Positions			1.0	1.0	-	1.0	1.0
<b>Total Personnel:</b>			1.0	1.0	-	1.0	1.0



## DETAIL EXPENDITURES

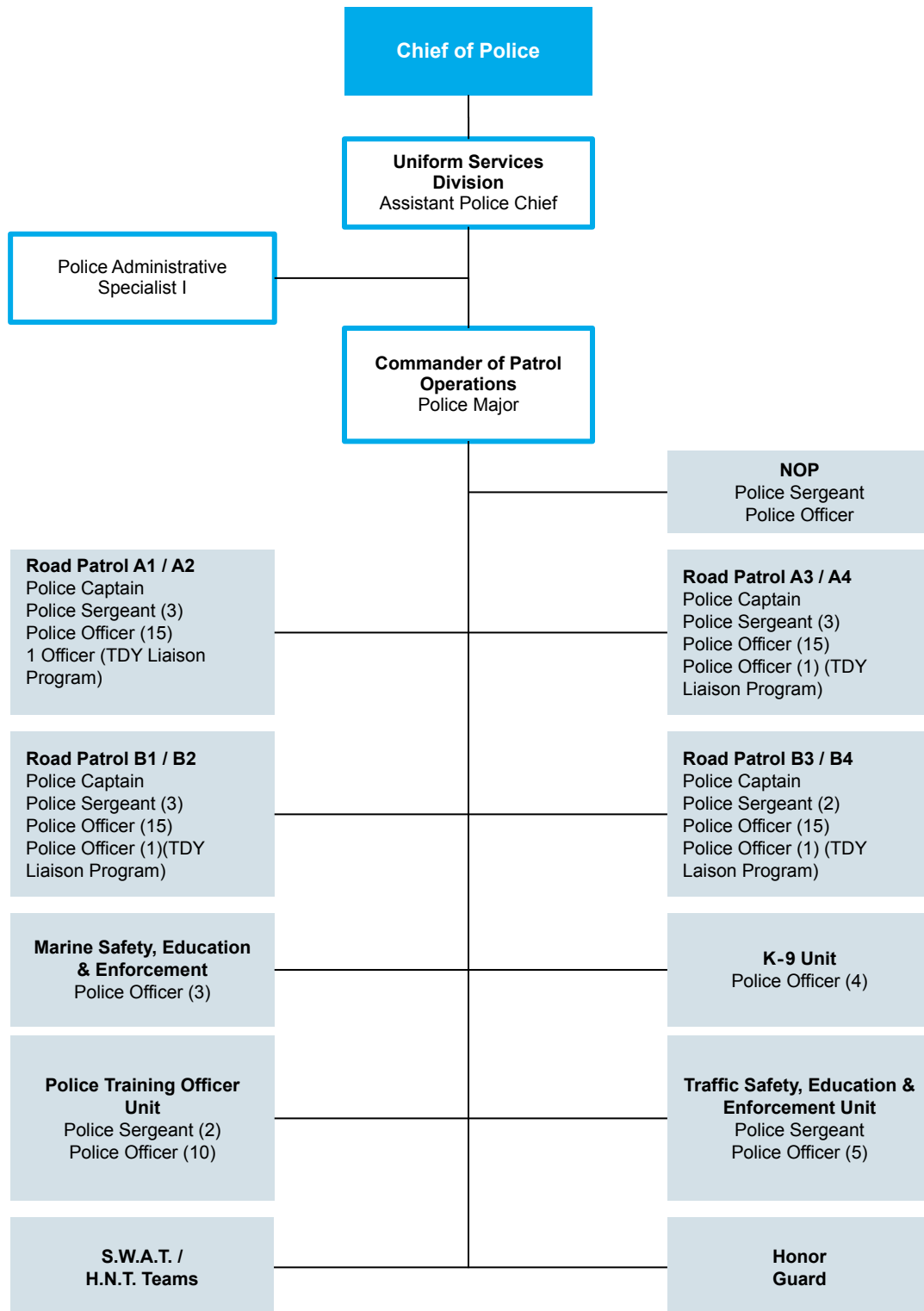
Account	2018/2019 Actual Expense	2019/2020 Amended Budget	2019/2020 Estimated Expenditures	2020/2021 Department Request	2020/2021 Proposed Budget
<b>Div 10 City Attorney 001-1910-514</b>					
Department Summary					
Personnel Services	120,482	127,348	123,327	132,709	132,975
Operating Expenses	392,450	480,940	490,890	456,482	457,282
Capital Outlay	-	-	-	-	-
Nonoperating Expenses	-	-	-	-	-
<b>Total</b>	<b>\$512,932</b>	<b>\$608,288</b>	<b>\$614,217</b>	<b>\$589,191</b>	<b>\$590,257</b>
<b>Estimated As % Of Budget</b>			<b>101%</b>		
12-10 Regular Salaries/wages	81,677	89,773	85,000	90,000	90,000
21-10 Employer Fica	5,424	5,750	6,502	6,885	6,885
22-10 General Employees Pension	23,230	22,600	22,600	25,776	25,776
23-10 Life Insurance	63	63	63	63	63
23-20 Disability Insurance	509	294	294	352	352
23-30 Health Insurance	8,109	7,647	7,647	8,412	8,412
23-32 Dental Insurance	420	420	420	420	436
23-34 HSA	1,000	750	750	750	1,000
23-40 Cigna Hsa	-	-	-	-	-
23-50 Vision Insurance	50	51	51	51	51
<b>Sub-total Personnel Services</b>	<b>\$120,482</b>	<b>\$127,348</b>	<b>\$123,327</b>	<b>\$132,709</b>	<b>\$132,975</b>
31-10 Retainer-city Attorney	192,500	215,250	215,250	220,631	220,631
31-11 Litigation Fees & Costs	97,496	170,000	170,000	150,000	150,000
31-12 Legal-labor Contingency	34,567	35,000	35,000	25,000	25,000
31-14 Legal-litigation Conting	-	10,000	10,000	10,000	10,000
31-15 Legal-land Acq/title	59,144	40,000	50,000	40,000	40,000
33-10 Court Reporter Fees	8,307	10,000	10,000	10,000	10,000
44-31 Copy Machine Rental	-	-	-	-	800
49-09 Self Insurance Chgs (W/c)	160	175	175	186	186
49-10 Warehouse Service Chg.	89	65	65	65	65
51-10 Office Supplies	187	450	400	450	450
52-20 Opr Equipment <\$750.	-	-	-	-	-
54-20 Memberships	-	-	-	150	150
<b>Sub- Total Operating Expenses</b>	<b>\$392,450</b>	<b>\$480,940</b>	<b>\$490,890</b>	<b>\$456,482</b>	<b>\$457,282</b>
64-16 Furniture & Fixtures	-	-	-	-	-
<b>Sub- Total Capital Outlay</b>	<b>\$-</b>	<b>\$-</b>	<b>\$-</b>	<b>\$-</b>	<b>\$-</b>
<b>Subtotal</b>	<b>\$512,932</b>	<b>\$608,288</b>	<b>\$614,217</b>	<b>\$589,191</b>	<b>\$590,257</b>
91-30 Transfer/veh. Srv. Fund	-	-	-	-	-
<b>Sub- Total Capital Outlay</b>	<b>\$-</b>	<b>\$-</b>	<b>\$-</b>	<b>\$-</b>	<b>\$-</b>
<b>Department Total</b>	<b>\$512,932</b>	<b>\$608,288</b>	<b>\$614,217</b>	<b>\$589,191</b>	<b>\$590,257</b>



## ORGANIZATIONAL CHART

DEPARTMENT: **Police**  
DIVISION: **Uniform Services**

FUND: **001**  
DEPT. NO.: **2110**



## PERSONNEL ALLOCATION

**DEPARTMENT: Police**  
**DIVISION: Uniform Services**

**FUND: 001**  
**DEPT. NO.: 2110**

Position Title	Position Number	Pay Grade	2018-19 Actual	2019-20 Actual	2020-21 Inc/(Dec)	2020-21 Requested	2020-21 Proposed
<b>Full-time Positions:</b>							
Sworn Staff							
Assistant Police Chief	11189	43	1.0	1.0	-	1.0	1.0
Police Major	11139	39	1.0	1.0	-	1.0	1.0
Police Captain	11199	38	3.0	3.0	-	3.0	3.0
Police Sergeant	11215	SGT	15.0	15.0	-	15.0	15.0
Police Officer	11234	PO	87.0	88.0	3.0	91.0	91.0
Police Officer (Funded By CRA)	11234	PO	3.0	4.0	-	4.0	4.0
Sub-total for Sworn Staff			110.0	112.0	3.0	115.0	115.0
Civilian Staff							
Police Administrative Specialist I	11210	12	1.0	1.0	(1.0)	-	-
Community Service Officers	11352	10	-	2.0	-	2.0	2.0
Community Service Officers (CRA Funded)	11352	10	-	1.0	-	1.0	1.0
Sub-total for Civilian Staff			1.0	4.0	(1.0)	3.0	3.0
<b>Total Personnel (General Fund):</b>			111.0	116.0	2.0	118.0	118.0



## DETAIL EXPENDITURES

Account	2018/2019 Actual Expense	2019/2020 Amended Budget	2019/2020 Estimated Expenditures	2020/2021 Department Request	2020/2021 Proposed Budget
<b>Div 10 Police Uniform Services 001-2110-521</b>					
Department Summary					
Personnel Services	15,068,757	15,557,053	15,918,952	17,493,585	17,074,871
Operating Expenses	1,603,675	1,030,450	1,034,990	1,051,311	890,206
Capital Outlay	46,407	66,530	62,000	32,000	28,900
Nonoperating Expenses	957,979	-	-	-	-
<b>Total</b>	<b>\$ 17,676,818</b>	<b>\$ 16,654,033</b>	<b>\$ 17,015,942</b>	<b>\$ 18,576,896</b>	<b>\$ 17,993,977</b>
<b>Estimated As % Of Budget</b>	<b>102.2%</b>				
12-10 Regular Salaries/wages	7,472,236	8,507,036	8,432,754	9,688,588	9,540,829
12-20 Holiday Pay	497,455	499,103	679,980	499,103	499,103
14-10 Overtime	1,166,744	600,000	600,000	895,637	600,000
14-20 Reimbursable Wages	471,905	425,000	425,000	425,000	425,000
15-10 Clothing/cleaning Allow	15,319	9,900	9,900	20,000	15,000
15-12 Cell Phone Allowance	870	360	360	360	360
15-40 Incentive Pay	85,550	77,400	77,400	48,600	48,600
19-99 New Personnel/reclass	-	249,121	249,121	137,780	-
21-10 Employer Fica	723,335	577,112	826,166	704,713	748,631
22-10 General Employees Pension	11,956	-	-	17,390	17,390
22-20 Police Pension	3,701,054	3,655,405	3,655,405	3,830,197	3,967,829
23-10 Life Insurance	5,088	5,160	5,160	5,273	5,701
23-20 Disability Insurance	26,676	26,000	26,000	60,106	38,288
23-30 Health Insurance	834,651	871,776	871,776	992,596	992,596
23-32 Cigna Hsa	-	-	-	-	-
23-34 HSA	6,250	-	6,250	110,000	118,000
23-40 Dental Insurance	44,342	47,839	47,839	51,993	51,498
23-50 Vision Insurance	5,326	5,841	5,841	6,249	6,046
<b>Sub-total Personnel Services</b>	<b>\$ 15,068,757</b>	<b>\$ 15,557,053</b>	<b>\$ 15,918,952</b>	<b>\$ 17,493,585</b>	<b>\$ 17,074,871</b>
34-11 Dry Cleaning	8,564	10,000	10,000	10,000	10,000
40-10 Mileage Reimbursement	-	200	200	200	-
41-12 Postage	104	-	-	-	-
41-15 Cellular Phone/beeper	2,000	-	-	-	-
43-10 Electric Service	8,912	-	-	-	-
43-20 Water/sewer Service	1,108	-	-	-	-
45-54 P/f Accident Ins	-	-	-	-	-
46-20 Equipment Maintenance	11,111	13,000	13,000	14,000	11,000
46-30 Vehicle Maint. - Garage	792,033	-	-	-	-
46-31 Vehicle Maint. - Other	3,770	-	-	-	-
46-91 Software Maintenance	2,314	-	-	-	-
47-10 Printing & Binding	103	2,000	2,000	2,000	500
48-01 Comm Promotion/marketing	2,524	3,000	3,000	3,500	2,000
49-09 Self Insurance Chgs (W/c)	140,320	156,965	156,965	163,256	163,256
49-10 Warehouse Service Chg.	16,475	-	-	-	-
49-17 Other Contractual Srvs	370,370	554,970	559,500	552,500	450,000
49-41 Licenses, Fees & Permits	20,007	24,600	24,600	24,600	20,000





## DETAIL EXPENDITURES

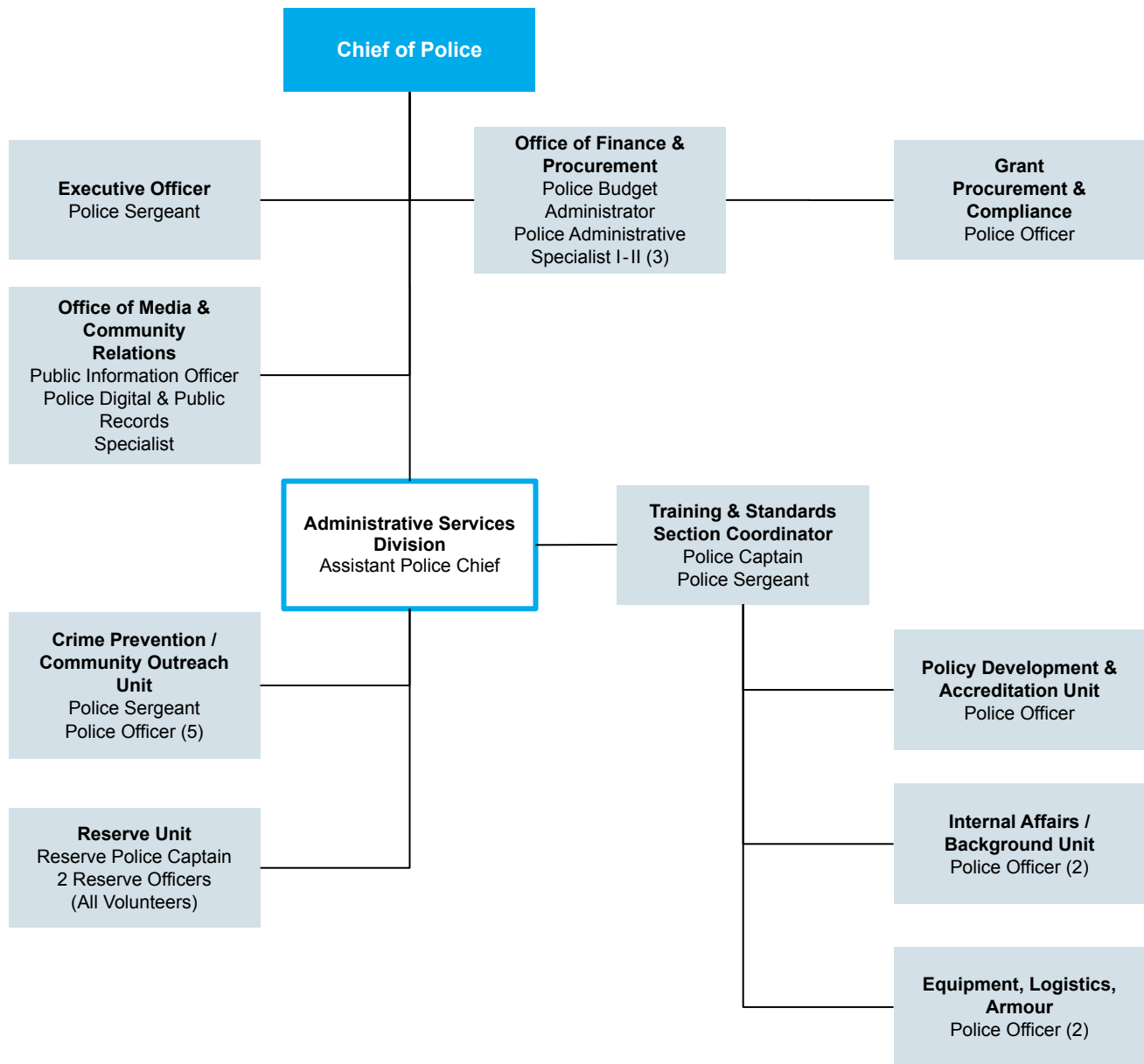
Account	2018/2019 Actual Expense	2019/2020 Current Budget	2019/2020 Estimated Expenditures	2020/2021 Department Request	2020/2021 Proposed Budget
<b>Div 10 Police Uniform Services001-2110-521</b>					
51-10 Office Supplies	8,827	7,978	10,000	10,000	8,000
51-25 Computer Equip/sw <\$750	404	2,475	2,475	6,275	4,000
52-01 Supplies	253	2,022	-	-	-
52-10 Gas, Oil & Lube	2,952	1,000	1,000	4,000	2,000
52-22 Uniforms	61,713	70,000	70,000	62,310	62,310
52-23 Safety Clothing/equip.	6,629	8,995	7,500	7,400	7,400
52-50 Range Supplies	15,035	23,055	25,000	28,130	25,000
52-51 Law Enforcement Supplies	31,246	50,000	50,000	49,900	45,000
52-53 K-9 Unit Supplies	20,921	25,000	25,000	26,500	20,000
52-54 Parking Enforcement Suppl	-	2,000	2,000	2,000	2,000
52-55 Explorer Program Supplies	-	5,000	5,000	5,000	3,000
52-57 J.F.O. Supplies	-	2,500	2,500	2,500	500
52-58 C.O.P. Supplies	-	950	950	1,000	500
52-59 Crime Prevention Suppl	-	2,000	2,000	7,000	4,000
52-62 Crime Lab Supplies	-	1,500	1,500	2,500	1,000
52-63 CIT Pol Academy Supp	-	2,500	2,500	2,500	500
52-73 Radio Batteries/supplies	2,187	-	-	-	-
52-78 First Aid Supplies	-	60	-	-	-
52-85 Food Supplies	711	2,550	2,550	2,000	500
54-20 Memberships	1,370	1,130	750	740	740
54-30 Training	59,822	50,000	50,000	55,000	47,000
54-35 College Tuition Reimb.	11,890	-	-	-	-
59-99 New Personnel/Supplies	-	5,000	5,000	6,500	-
<b>Sub- Total Operating Expenses</b>	<b>\$ 1,603,675</b>	<b>\$ 1,030,450</b>	<b>\$ 1,034,990</b>	<b>\$ 1,051,311</b>	<b>\$ 890,206</b>
64-02 General Equipment	16,823	43,000	43,000	18,900	18,900
64-14 Computer Software	-	9,000	9,000	13,100	10,000
64-15 Computer Equipment	29,584	14,530	10,000	-	-
64-16 Furniture & Fixtures	-	-	-	-	-
<b>Sub- Total Capital Outlay</b>	<b>\$ 46,407</b>	<b>\$ 66,530</b>	<b>\$ 62,000</b>	<b>\$ 32,000</b>	<b>\$ 28,900</b>
<b>Subtotal</b>	<b>\$ 16,718,839</b>	<b>\$ 16,654,033</b>	<b>\$ 17,015,942</b>	<b>\$ 18,576,896</b>	<b>\$ 17,993,977</b>
91-30 Transfer/veh. Srv. Fund	957,979	-	-	-	-
<b>Department Total</b>	<b>\$ 17,676,818</b>	<b>\$ 16,654,033</b>	<b>\$ 17,015,942</b>	<b>\$ 18,576,896</b>	<b>\$ 17,993,977</b>



## ORGANIZATIONAL CHART

DEPARTMENT: **Police**  
DIVISION: **Administrative Services**

FUND: **001**  
DEPT. NO.: **2111**



2. Chief of Police
  - 2.1. Executive Officer: Police Sergeant
  - 2.2. Office of Finance & Procurement: Police Budget, Administrator, Police Administrative, Specialist I II (3)
    - 2.2.1. Grant Procurement & Compliance: Police Officer
  - 2.3. Office of Media & Community Relations: Public Information Officer, Police Digital & Public Records, Specialist
  - 2.4. Administrative Services Division: Assistant Police Chief
    - 2.4.1. Crime Prevention / Community Outreach Unit: Police Sergeant, Police Officer (5)



- 2.4.2. Reserve Unit: Reserve Police Captain, 2 Reserve Officers, (All Volunteers)
- 2.4.3. Training & Standards Section Coordinator: Police Captain, Police Sergeant
  - 2.4.3.1. Policy Development & Accreditation Unit: Police Officer
  - 2.4.3.2. Internal Affairs / Background Unit: Police Officer (2)
  - 2.4.3.3. Equipment, Logistics, Armour: Police Officer (2)



## PERSONNEL ALLOCATION

DEPARTMENT: Police  
DIVISION: Administrative Services

FUND: 001  
DEPT. NO.: 2111

Position Title	Position Number	Pay Grade	2018-19 Actual	2019-20 Actual	2020-21 Inc/(Dec)	2020-21 Requested	2020-21 Proposed
<b>Full-time Positions:</b>							
Sworn Staff							
Police Chief	11119	47	1.0	1.0	-	1.0	1.0
Assistant Police Chief	11189	43	1.0	1.0	-	1.0	1.0
Police Captain	11199	38	2.0	2.0	-	2.0	2.0
Police Sergeant	11215	SGT	2.0	2.0	-	2.0	2.0
Police Officer	11234	PO	7.0	7.0	(4.0)	3.0	3.0
Sub-total for Sworn Staff			13.0	13.0	(4.0)	9.0	9.0
Civilian Staff							
Police Budget Services Administrator	11179	17	1.0	1.0	-	1.0	1.0
Computer Support Specialist	06200	15	1.0	1.0	(1.0)	-	-
Public Information Officer	11159	24	1.0	1.0	-	1.0	1.0
Police Administrative Specialist I	11210	12	1.0	1.0	-	1.0	1.0
Police Administrative Specialist II	11220	17	2.0	2.0	-	2.0	2.0
Sub-total for Civilian Staff			6.0	6.0	(1.0)	5.0	5.0
<b>Part-time Positions:</b>							
Forefeiture Specialist			-	-	0.5	0.5	0.5
<b>Total Personnel:</b>			19.0	19.0	(4.5)	14.5	14.5



## DETAIL EXPENDITURES

Account	2018/2019 Actual Expense	2019/2020 Amended Budget	2019/2020 Estimated Expenditures	2020/2021 Department Request	2020/2021 Proposed Budget
<b>Div 10 Police Administrative Services 001-2111-521</b>					
Department Summary					
Personnel Services	2,352,053	2,291,449	2,321,030	2,597,059	2,432,400
Operating Expenses	649,890	1,547,889	1,548,789	1,642,929	1,440,395
Capital Outlay	28,562	8,000	7,000	174,500	7,500
Nonoperating Expenses	-	967,208	967,208	1,422,495	1,422,495
<b>Total</b>	<b>\$ 3,030,505</b>	<b>\$ 4,814,546</b>	<b>\$ 4,844,027</b>	<b>\$ 5,836,983</b>	<b>\$ 5,302,790</b>
<b>Estimated As % Of Budget</b>			<b>100.6%</b>		
12-10 Regular Salaries/wages	1,208,196	1,342,190	1,351,790	1,376,124	1,376,124
12-20 Holiday Pay	37,946	54,559	54,559	54,559	54,559
14-10 Overtime	69,669	30,000	30,000	59,331	30,000
14-20 Reimbursable Wages	9,622	40,000	40,000	40,000	40,000
15-10 Clothing/cleaning Allow	12,530	16,264	16,264	15,830	15,830
15-40 Cell Phone Allowance	-	-	-	-	-
15-40 Incentive Pay	10,450	5,760	5,760	4,440	4,440
19-99 New Personnel/reclass	-	-	-	155,590	-
21-10 Employer Fica	99,640	94,623	110,854	105,786	106,163
22-10 General Employees Pension	71,488	50,867	50,867	110,979	110,979
22-11 State Pension	-	-	-	-	-
22-20 Police Pension	707,251	534,637	534,637	534,637	543,163
22-40 Def Comp Contribution	6,000	6,000	6,000	6,000	6,000
23-10 Life Insurance	610	630	630	687	725
23-20 Disability Insurance	5,368	2,267	2,267	3,407	5,324
23-32 Health Insurance	101,946	107,060	107,060	117,766	117,766
23-34 HSA	5,500	-	3,750	5,000	14,500
23-30 Cigna Hsa	-	-	-	-	-
23-40 Dental Insurance	5,211	5,875	5,875	6,170	6,110
23-50 Vision Insurance	626	717	717	753	717
<b>Sub-total Personnel Services</b>	<b>\$ 2,352,053</b>	<b>\$ 2,291,449</b>	<b>\$ 2,321,030</b>	<b>\$ 2,597,059</b>	<b>\$ 2,432,400</b>
34-11 Dry Cleaning	2,082	1,000	1,000	1,800	1,800
40-10 Mileage Reimbursement	-	500	500	500	50
41-10 Telephone Services	7,787	15,000	15,000	15,250	10,000
41-12 Postage	42	430	385	400	400
41-15 Cellular Phone/beeper	22,474	21,000	21,000	21,000	22,491
44-10 Electric Service	-	70,000	70,000	120,000	66,500
44-15 Water/Sewer Service	-	10,000	10,000	15,000	5,500
44-31 Copy machine rental	19,763	24,000	24,000	24,000	21,275
44-40 Leased Vehicles	-	-	-	-	-
45-54 P/F Accident Ins	-	6,500	6,500	6,500	6,500
46-20 Equipment Maintenance	5,302	9,100	9,100	9,100	9,100
46-30 Vehicle Maint. - Garage	887	855,965	855,865	787,219	787,219
46-31 Vehicle Maint. - Other	3,842	6,000	6,000	6,000	4,000
46-91 Software Maintenance	9,404	85,700	85,700	92,650	92,650
47-10 Printing & Binding	438	500	500	500	500
48-01 Comm Promotion/marketing	2,488	10,000	10,000	11,000	4,000
49-09 Self Insurance Chgs (W/c)	97,964	103,798	103,798	113,433	113,433
49-10 Warehouse Service Chg.	14,416	38,051	38,051	45,277	45,277
49-9 Legal ADS	-	-	-	-	-
49-13 Recruiting Expense	16,726	35,000	35,000	61,000	30,000
49-17 Other Contractual Svcs	148,004	150,000	150,000	194,000	135,000



## DETAIL EXPENDITURES

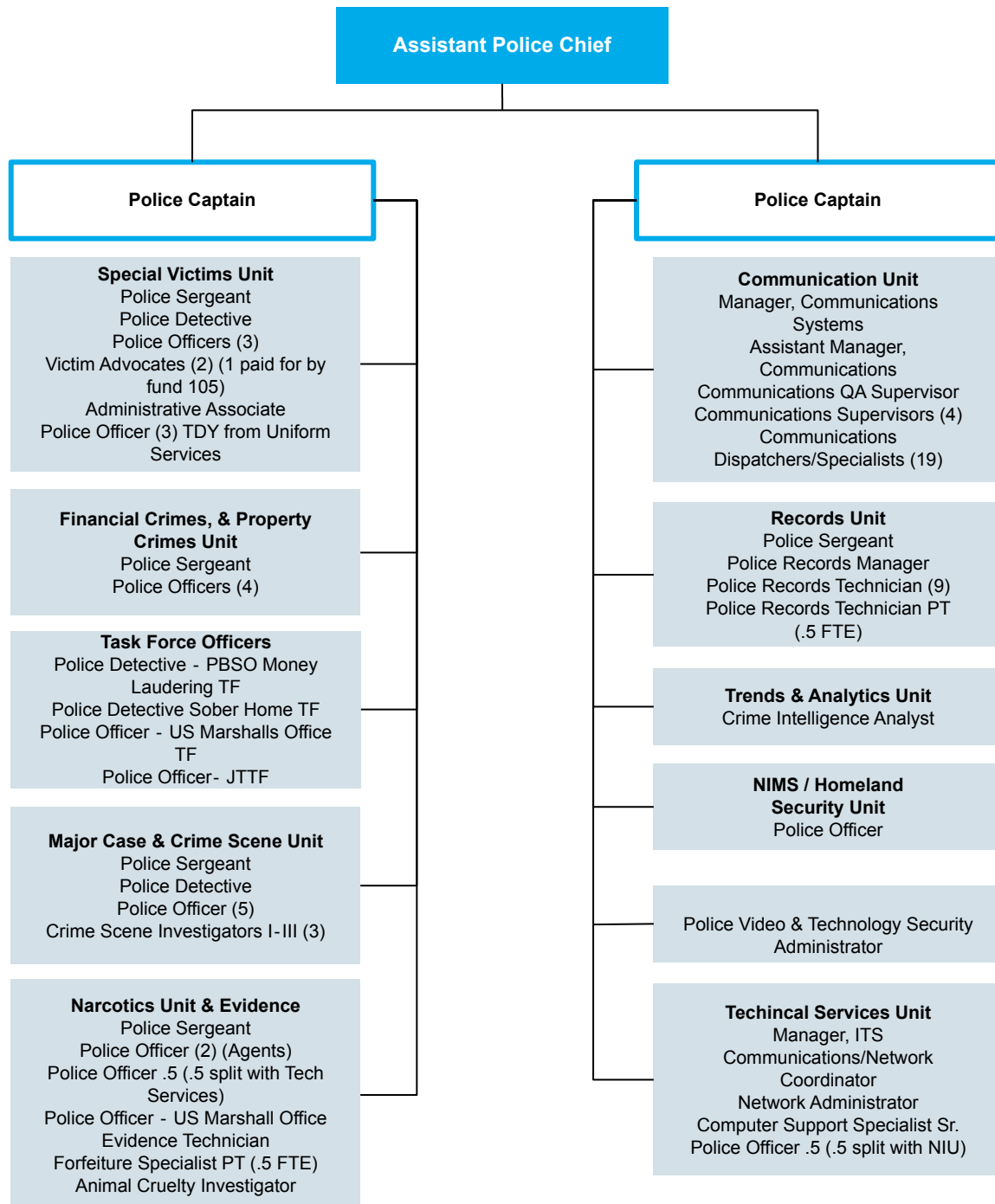
Account	2018/2019 Actual Expense	2019/2020 Current Budget	2019/2020 Estimated Expenditures	2020/2021 Department Request	2020/2021 Proposed Budget
<b>Div 10 Police Administrative Services 001-2111-521</b>					
51-10 Office Supplies	10,137	11,675	11,675	12,000	10,000
51-25 Computer Equip/sw <\$750	1,484	4,000	4,000	4,000	2,000
52-01 Supplies	194	240	240	-	-
52-10 Gas, Oil & Lube	15	500	500	500	50
52-20 Opr Equipment <\$750	-	500	500	1,000	500
52-22 Uniforms	34,917	7,092	14,000	14,000	12,000
52-23 Safety Clothing/equip.	1,379	5,000	5,000	5,000	1,500
52-27 Hardware/tools	495	1,500	1,500	1,500	500
52-50 Range Supplies	92,918	852	322	-	-
52-51 Law Enforcement Supplies	86,671	11,678	11,678	17,000	10,000
52-54 Parking Enforcement Suppl	-	-	-	-	-
52-55 Explorer Program Supplies	(850)	-	-	-	-
52-56 P.a.l. Supplies	-	-	-	-	-
52-57 J.f.o. Supplies	-	-	-	-	-
52-58 C.o.p. Supplies	-	-	-	-	-
52-59 Crime Prevention Suppl	-	-	-	-	-
52-63 Cit Pol Academy Supp	-	-	-	-	-
52-73 Radio Batteries/supplies	-	-	-	-	-
52-53 K-9 Unit Supplies	996	-	-	-	-
52-78 First Aid Supplies	6,104	10,000	10,000	15,000	8,000
52-79 Training Aids	105	500	500	500	500
52-85 Food Supplies	2,017	4,000	4,000	4,000	2,000
54-10 Books And Publications	1,462	2,000	2,000	2,060	1,500
54-20 Memberships	2,903	3,275	3,275	4,150	4,150
54-30 Training	55,367	31,334	31,334	32,590	27,000
54-35 College Tuition Reimb.	1,957	11,199	5,866	5,000	5,000
<b>Sub- Total Operating Expenses</b>	<b>\$ 649,890</b>	<b>\$ 1,547,889</b>	<b>\$ 1,548,789</b>	<b>\$ 1,642,929</b>	<b>\$ 1,440,395</b>
64-02 General Equipment	20,329	-	-	3,500	3,500
64-14 Computer Software	1,715	2,000	2,000	2,000	2,000
64-15 Computer Equipment	6,518	4,000	3,000	-	-
64-16 Furniture & Fixtures	-	2,000	2,000	2,000	2,000
64-33 Vehicle Purchases	-	-	-	100,000	-
69-99 New Personnel/Capital	-	-	-	67,000	-
<b>Sub- Total Capital Outlay</b>	<b>\$ 28,562</b>	<b>\$ 8,000</b>	<b>\$ 7,000</b>	<b>\$ 174,500</b>	<b>\$ 7,500</b>
<b>Subtotal</b>	<b>\$ 3,030,505</b>	<b>\$ 3,847,338</b>	<b>\$ 3,876,819</b>	<b>\$ 4,414,488</b>	<b>\$ 3,880,295</b>
91-30 Transfer/veh. Srv. Fund	-	967,208	967,208	1,422,495	1,422,495
<b>Department Total</b>		<b>\$ 4,814,546</b>	<b>\$ 4,844,027</b>	<b>\$ 5,836,983</b>	<b>\$ 5,302,790</b>



## ORGANIZATIONAL CHART

DEPARTMENT: **Police**  
DIVISION: **Support Services**

FUND: **001**  
DEPT. NO.: **2112**



## PERSONNEL ALLOCATION

DEPARTMENT: Police  
DIVISION: Support Services

FUND: 001  
DEPT. NO.: 2112

Position Title	Position Number	Pay Grade	2018-19 Actual	2019-20 Actual	2020-21 Inc/(Dec)	2020-21 Requested	2020-21 Proposed
<b>Full-time Positions:</b>							
Sworn Staff							
Assistant Police Chief	11189	43	1.0	1.0	-	1.0	1.0
Police Captain	11199	37	2.0	2.0	-	2.0	2.0
Police Sergeant	11215	SGT	5.0	6.0	-	6.0	6.0
Police Detective	11224	DET	4.0	3.0	-	3.0	3.0
Police Officer	11234	PO	20.0	19.0	1.0	20.0	20.0
			32.0	31.0	1.0	32.0	32.0
Civilian Staff							
Police Admin Specialist I	11210	12	-	-	1.0	1.0	1.0
Criminal Intelligence Analyst	11372	12	1.0	1.0	-	1.0	1.0
Animal Cruelty Investigator	11910	18	1.0	1.0	-	1.0	1.0
Victim Advocate	11169	14	1.0	1.0	-	1.0	1.0
Evidence Technician	11302	12	-	-	1.0	1.0	1.0
Administrative Associate	00370	10	1.0	1.0	-	1.0	1.0
Forfeiture Specialist	11312	12	1.0	1.0	-	1.0	1.0
Police Records Technicians	11322	9	9.0	9.0	-	9.0	9.0
Manager, Information Technology Svcs	06029	36	1.0	1.0	-	1.0	1.0
Police Records Manager	11309	29	1.0	1.0	-	1.0	1.0
Police Digital Sys & Public Records Spec	11309	29	1.0	1.0	-	1.0	1.0
Police Video & Technology Security Admin *			-	-	1.0	1.0	1.0
Communications/Network Coordinator	06050	22	1.0	1.0	-	1.0	1.0
Network Administrator /Systems Engineer			1.0	1.0	-	1.0	1.0
Computer Support Specialist, Senior	06220	17	1.0	1.0	-	1.0	1.0
Computer Support Specialist	06200	15	-	-	1.0	1.0	1.0
Manager, Communications Systems	08019	29	1.0	1.0	-	1.0	1.0
Assistant Manager, Communications	08049	22	1.0	1.0	-	1.0	1.0
Communications QA Supervisor	08020	18	1.0	1.0	-	1.0	1.0
Crime Scene Technician			-	-	1.0	1.0	1.0
Communications Supervisors	08200	18	4.0	4.0	-	4.0	4.0
Unspecified Personnel *			3.0	3.0	-	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	-	19.0	19.0
Communications Specialists	08212	16	*	*	*	*	*
Communications Dispatchers	08222	14	*	*	*	*	*
			49.0	49.0	5.0	54.0	54.0
<b>Part-time Positions (Fte):</b>							
Forfeiture Specialist	11317	12	0.5	0.5	(0.5)	-	-
Evidence Technician	11302	12	-	0.5	(0.5)	-	-
Police Records Technician	11327	9	0.5	0.5	-	0.5	0.5
			1.0	1.5	(1.0)	0.5	0.5
<b>Total Personnel (General Fund):</b>			82.0	81.5	5.0	86.5	86.5
<b>Grant Funded Positions:</b>							
Victim Advocate (Fund 105)	11169	14	1.0	1.0	-	1.0	1.0
<b>Total Personnel:</b>			83.0	82.5	5.0	87.5	87.5





## DETAIL EXPENDITURES

Account	2018/2019 Actual Expense	2019/2020 Amended Budget	2019/2020 Estimated Expenditures	2020/2021 Department Request	2020/2021 Proposed Budget
<b>Div 10 Police Support Services001-2112-521</b>					
Department Summary					
Personnel Services	9,404,162	10,286,164	9,576,345	10,973,522	10,775,529
Operating Expenses	940,224	1,476,024	1,476,124	1,648,905	1,375,106
Capital Outlay	312,436	264,380	264,380	500,370	129,500
Nonoperating Expenses	-	-	-	-	-
<b>Total</b>	<b>\$ 10,656,822</b>	<b>\$ 12,026,568</b>	<b>\$ 11,316,849</b>	<b>\$ 13,122,797</b>	<b>\$ 12,280,135</b>
<b>Estimated As % Of Budget</b>			<b>94.1%</b>		
12-10 Regular Salaries/wages	4,802,687	6,049,901	5,312,700	6,179,597	6,179,597
12-20 Holiday Pay	190,564	172,423	179,943	172,423	172,423
14-10 Overtime	1,095,875	600,000	600,000	895,637	600,000
14-20 Reimbursable Wages	57,768	44,000	44,000	44,000	44,000
15-10 Clothing/cleaning Allow	47,333	40,000	40,000	49,320	49,320
15-12 Cell Phone Allowance	750	1,440	1,440	360	360
15-13 Shoe Allowance	-	-	-	-	-
15-20 Car Allowance	-	-	-	-	-
15-40 Incentive Pay	31,740	21,360	21,360	21,360	21,360
19-99 New Personnel/reclass	-	56,848	56,848	265,590	136,160
21-10 Employer Fica	458,987	405,311	452,907	409,050	476,128
22-10 General Employees Pension	691,252	764,325	764,325	744,440	744,440
22-11 State Pension	-	-	-	-	-
22-20 Police Pension	1,401,408	1,407,263	1,407,262	1,450,681	1,488,438
23-10 Life Insurance	2,262	2,589	2,589	2,760	2,698
23-20 Disability Insurance	23,738	11,057	11,057	5,980	24,148
23-30 Health Insurance	536,942	642,361	642,361	664,535	715,006
23-40 Cigna Hsa	-	-	-	-	-
23-32 Dental Insurance	27,521	35,249	35,249	34,809	37,096
23-34 HSA	31,979	27,733	-	29,000	80,000
23-50 Vision Insurance	3,356	4,304	4,304	3,980	4,355
<b>Sub-total Personnel Services</b>	<b>\$ 9,404,162</b>	<b>\$ 10,286,164</b>	<b>\$ 9,576,345</b>	<b>\$ 10,973,522</b>	<b>\$ 10,775,529</b>
34-11 Dry Cleaning	390	500	500	500	500
40-10 Mileage Reimbursement	-	300	300	300	300
40-12 Business Meetings	-	1,500	1,500	1,500	500
41-10 Telephone Services	37,381	57,220	57,220	77,050	77,050
41-12 Postage	17	500	500	500	500
41-15 Cellular Phone/beeper	88,158	80,460	80,460	92,460	81,000
43-10 Electric Service	3,349	8,000	8,000	8,000	3,084
46-20 Equipment Maintenance	52,313	66,265	66,503	67,540	45,000
46-22 Computer Maintenance	38,880	54,300	54,300	41,020	41,020
46-24 Radio Repairs	118,000	147,201	147,201	141,570	141,570
46-30 Vehicle Maint. - Garage	-	-	-	-	-
46-31 Vehicle Maint. - Other	-	100	100	-	-
46-91 Software Maintenance	232,341	282,571	282,571	274,750	274,750
47-10 Printing & Binding	1,733	2,201	2,201	1,500	1,500
48-21 Comm Promotion/marketing	-	-	-	-	-
48-21 Employee Recognition	500	1,000	1,000	1,000	1,000
49-09 Self Insurance Chgs (W/c)	103,277	111,999	111,999	119,832	119,832
49-10 Warehouse Service Chg.	7,915	-	-	-	-
49-11 Confidential Funds	10,000	10,000	10,000	10,000	10,000
49-13 Recruiting Expense	-	-	-	-	-
49-17 Other Contractual Srvs	94,652	200,000	200,000	304,993	275,000
49-41 Licenses, Fees & Permits	245	1,500	1,500	1,500	1,500
51-10 Office Supplies	16,306	25,000	25,000	25,880	15,000



## DETAIL EXPENDITURES

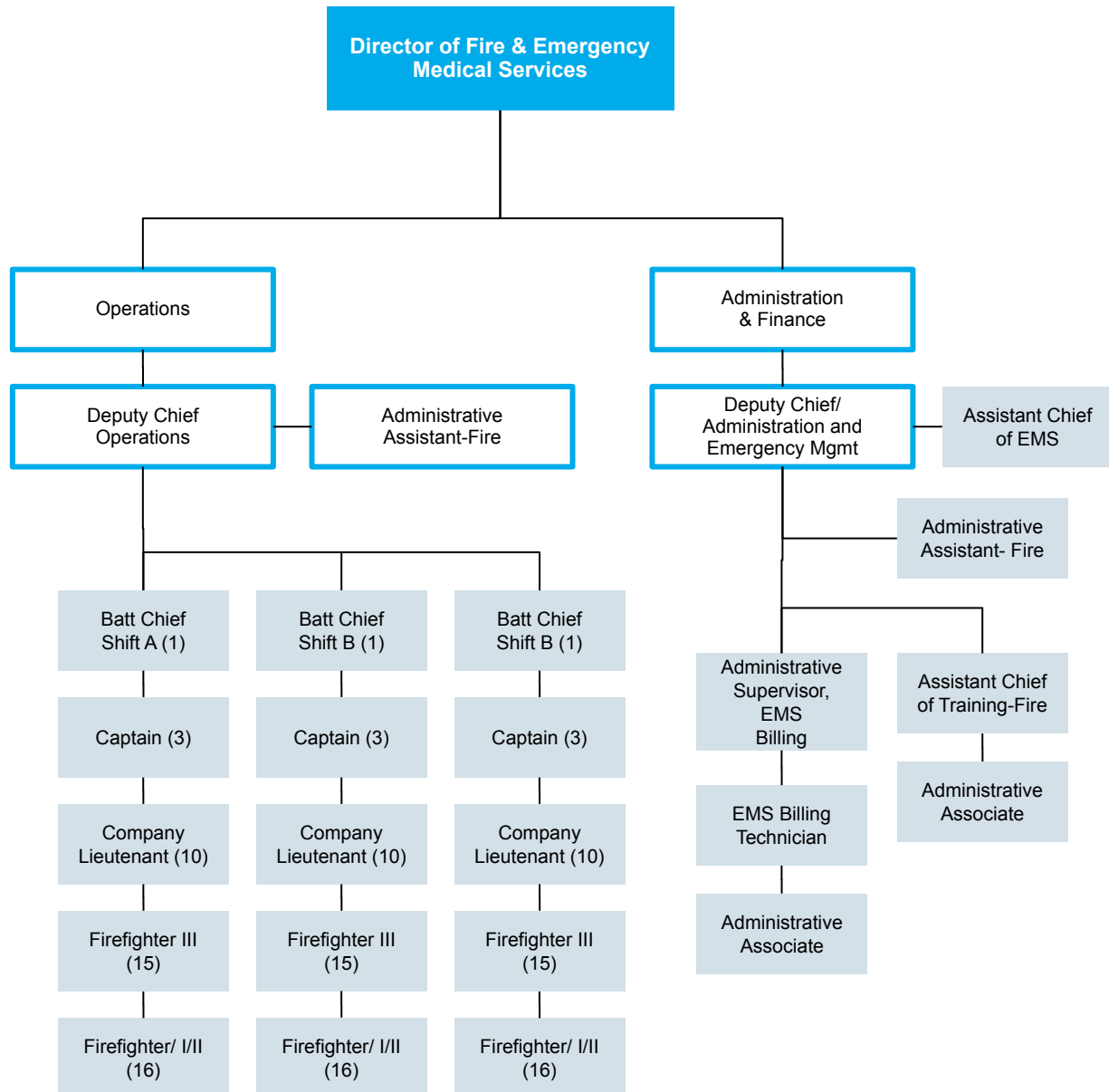
Account	2018/2019 Actual Expense	2019/2020 Current Budget	2019/2020 Estimated Expenditures	2020/2021 Department Request	2020/2021 Proposed Budget
<b>Div 10 Police Support Services 001-2112-521</b>					
51-25 Computer Equip/sw <\$750	2,469	2,000	2,000	7,900	2,000
52-01 Supplies	685	500	500	500	-
52-10 Gas, Oil & Lube	845	1,500	1,500	1,500	750
52-20 Opr Equipment <\$750	825	2,000	2,000	2,000	-
52-22 Uniforms	27,510	83,500	83,500	83,500	50,000
52-50 Range Supplies	307	105,220	105,220	129,180	75,000
52-51 Law Enforcement Supplies	20,629	99,299	99,299	107,750	75,000
52-53 K-9 Unit Supplies	875	1,138	1,000	1,000	1,000
52-54 Parking Enforcement Suppl	800	-	-	-	-
52-55 Explorer Program Supplies	3,327	-	-	-	-
52-57 J.f.o. Supplies	1,087	-	-	-	-
52-58 C.o.p. Supplies	1,309	-	-	-	-
52-59 Crime Prevention Suppl	892	-	-	-	-
52-62 Crime Lab Supplies	9,677	30,000	30,000	30,000	20,000
52-63 Cit Pol Academy Supp	760	-	-	-	-
52-73 Radio Batteries/supplies	-	10,000	10,000	10,000	2,000
52-78 First Aid Supplies	-	1,000	1,000	1,000	500
52-79 Training Aids	-	1,000	1,000	1,000	500
52-80 Food Supplies	2,436	2,500	2,500	2,500	500
52-99 Misc. Supplies	-	-	-	-	-
54-10 Books And Publications	8	750	750	750	250
54-20 Memberships	3,678	5,000	5,000	4,880	3,500
54-30 Training	51,829	80,000	80,000	95,550	55,000
54-35 College Tuition Reimb.	4,819	-	-	-	-
<b>Sub- Total Operating Expenses</b>	<b>\$ 940,224</b>	<b>\$ 1,476,024</b>	<b>\$ 1,476,124</b>	<b>\$ 1,648,905</b>	<b>\$ 1,375,106</b>
64-02 General Equipment	14,238	28,554	34,780	11,000	11,000
64-14 Computer Software	-	58,600	58,600	18,500	18,500
64-15 Computer Equipment	275,167	150,000	150,000	470,870	100,000
64-20 Communication Equip	23,031	27,226	21,000	-	-
<b>Sub- Total Capital Outlay</b>	<b>\$ 312,436</b>	<b>\$ 264,380</b>	<b>\$ 264,380</b>	<b>\$ 500,370</b>	<b>\$ 129,500</b>
<b>Subtotal</b>	<b>\$ 10,656,822</b>	<b>\$ 12,026,568</b>	<b>\$ 11,316,849</b>	<b>\$ 13,122,797</b>	<b>\$ 12,280,135</b>
91-04 Transfer To Grants-match	-	-	-	-	-
91-30 Transfer/veh. Srv. Fund	-	-	-	-	-
<b>Department Total</b>	<b>\$ 10,656,822</b>	<b>\$ 12,026,568</b>	<b>\$ 11,316,849</b>	<b>\$ 13,122,797</b>	<b>\$ 12,280,135</b>



## ORGANIZATIONAL CHART

DEPARTMENT: Fire Rescue  
DIVISION:

FUND: 001  
DEPT. NO.: 2210



## PERSONNEL ALLOCATION

DEPARTMENT: Fire Rescue  
DIVISION:

FUND: 001  
DEPT. NO.: 2210

Position Title	Position Number	Pay Grade	2018-19 Actual	2019-20 Actual	2020-21 Inc/(Dec)	2020-21 Requested	2020-21 Proposed
<b>Full-Time Positions:</b>							
Director, Fire & EMS Services	15019	45	1.0	1.0	-	1.0	1.0
Deputy Fire Chief/Administration and Emergency Mgmt	15189	43	1.0	1.0	-	1.0	1.0
Deputy Fire Chief/Operations	15179	43	1.0	1.0	-	1.0	1.0
Administrative Supervisor, EMS Billing	15199	23	-	1.0	-	1.0	1.0
Assistant Chief of Training- Fire	15209	34	1.0	1.0	-	1.0	1.0
Assistant Chief of EMS	15219	34	1.0	1.0	-	1.0	1.0
Administrative Assistant- Fire	15010	14	1.0	2.0	-	2.0	2.0
EMS Billing Specialist	00282	11	1.0	1.0	-	1.0	1.0
Accounting Technician	04160	10	1.0	-	-	-	-
EMS Accounting Technician			-	1.0	-	1.0	1.0
Administrative Associate	00370	10	2.0	2.0	-	2.0	2.0
Fire Battalion Chief	15039	FBC	3.0	3.0	-	3.0	3.0
Fire Captain	15203	CPA	7.0	9.0	-	9.0	9.0
Fire Lieutenant	15213	LTA	29.0	30.0	-	30.0	30.0
Firefighter III	15223	FR	39.0	45.0	-	45.0	45.0
Unspecified Personnel			59.0	48.0	-	48.0	48.0
Firefighter II	15233	FR	*	*	*	*	*
Firefighter II	15243	FR	*	*	*	*	*
Firefighter	01910	FR	*	*	*	*	*
Firefighter - FA moved to GF	01910		-	-	-	-	-
<b>Total Personnel (General Fund):</b>			147.0	147.0	-	147.0	147.0
<b>Grant Funded Positions:</b>							
Firefighter (excluded in Unspecified Personnel above)	01910		-	-	-	-	-
<b>Total Personnel:</b>			147.0	147.0	-	147.0	147.0



## DETAIL EXPENDITURES

Account	2018/2019 Actual Expense	2019/2020 Amended Budget	2019/2020 Estimated Expenditures	2020/2021 Department Request	2020/2021 Proposed Budget
<b>Div 10 Fire Rescue 001-2210-522</b>					
Department Summary					
Personnel Services	22,766,894	21,520,171	21,520,171	23,051,976	22,314,671
Operating Expenses	1,713,488	1,820,778	1,837,278	2,073,841	2,034,166
Capital Outlay	84,414	356,053	356,053	231,500	225,000
Nonoperating Expenses	1,059,573	963,129	963,129	1,047,497	1,047,497
<b>Total</b>	<b>\$ 25,624,369</b>	<b>\$ 24,660,131</b>	<b>\$ 24,676,631</b>	<b>\$ 26,404,814</b>	<b>\$ 25,621,334</b>
<b>Estimated As % Of Budget</b>			<b>100.1%</b>		
12-10 Regular Salaries/wages	12,423,328	12,780,562	12,780,562	12,961,544	12,961,544
12-20 Holiday Pay	549,013	544,452	544,452	550,000	550,000
14-10 Overtime	1,305,635	500,000	500,000	1,000,000	500,000
14-20 Reimbursable Wages	13,154	-	-	-	-
15-12 Cell Phone Allowance	3,017	2,880	2,880	2,400	2,400
15-13 Shoe Allowance	18,450	20,250	20,250	20,250	20,250
15-20 Car Allowance	59	-	-	-	-
15-40 Incentive Pay	150,654	150,120	150,120	150,120	150,120
19-99 New Personnel/Reclass	-	-	-	226,749	-
21-10 Employer Fica	1,061,611	980,559	980,559	979,856	989,924
22-10 General Employees Pension	82,812	88,313	88,313	81,386	81,386
22-30 Firefighters Pension	5,627,597	4,734,845	4,734,845	5,215,363	5,215,363
22-31 Firefighters' Suppl Ins	280,809	352,068	352,068	337,501	300,000
23-10 Life Insurance	6,338	6,458	6,458	6,458	6,415
23-20 Disability Insurance	35,683	2,875	2,875	2,875	50,453
23-30 Health Insurance	126,020	80,967	80,967	84,119	58,883
23-32 Cigna Hsa	(733)	-	-	-	-
23-34 HSA	133,000	135,000	135,000	110,250	147,000
23-35 Health Insurance Ffighter	886,375	1,071,603	1,071,603	1,251,306	1,209,246
23-40 Dental Insurance	57,281	61,687	61,687	63,890	64,155
23-50 Vision Insurance	6,791	7,532	7,532	7,909	7,532
<b>Sub-total Personnel Services</b>	<b>\$ 22,766,894</b>	<b>\$ 21,520,171</b>	<b>\$ 21,520,171</b>	<b>\$ 23,051,976</b>	<b>\$ 22,314,671</b>
31-20 Physician Exams	-	54,000	54,000	60,000	60,000
31-90 Other Professional Svcs	19,345	17,500	17,500	18,000	18,000
34-51 Medical Director	29,800	39,000	39,000	39,000	39,000
40-12 Business Meetings	8,487	6,500	6,500	7,000	7,000
41-15 Cellular Phone/beeper	33,036	23,500	23,500	24,500	26,700
43-10 Electric Service	112,432	120,000	120,000	120,000	117,000
43-20 Water/sewer Service	14,305	15,450	15,450	15,450	15,000
43-21 District Energy Plant	-	-	-	25,000	25,000
43-40 Fuel/propane	5,290	16,000	16,000	16,000	10,000
44-31 Copy Machine Rental	5,332	6,900	6,900	3,200	5,175
45-54 P/f Accident Ins	2,909	6,061	6,061	2,909	2,909
46-20 Equipment Maintenance	45,297	51,356	51,356	51,600	51,600
46-21 Fire Extinguisher Service	257	1,000	1,000	2,500	2,500
46-22 Computer Maintenance	-	-	-	-	-
46-30 Vehicle Maint. - Garage	396,806	379,748	379,748	362,893	362,893
46-31 Vehicle Maint. - Other	11,877	30,000	30,000	30,000	20,000
46-91 Software Maintenance	79,160	109,300	109,300	119,300	119,300
47-10 Printing & Binding	658	2,000	2,000	1,100	1,100
48-22 Wellness Program	16,590	20,000	20,000	20,000	25,000
49-09 Self Insurance Chgs (W/c)	289,216	298,716	298,716	306,122	306,122
49-10 Warehouse Service Chg.	50,011	48,530	48,530	59,367	59,367
49-12 Legal ADS	1,500	-	-	-	-
49-14 Credit Card Fees	143	-	-	-	-
49-17 Other Contractual Svcs	75,849	46,467	46,467	66,900	66,900
49-41 Licenses, Fees & Permits	14,075	22,200	22,200	22,400	18,400
51-10 Office Supplies	19,145	12,000	12,000	14,000	14,000



## DETAIL EXPENDITURES

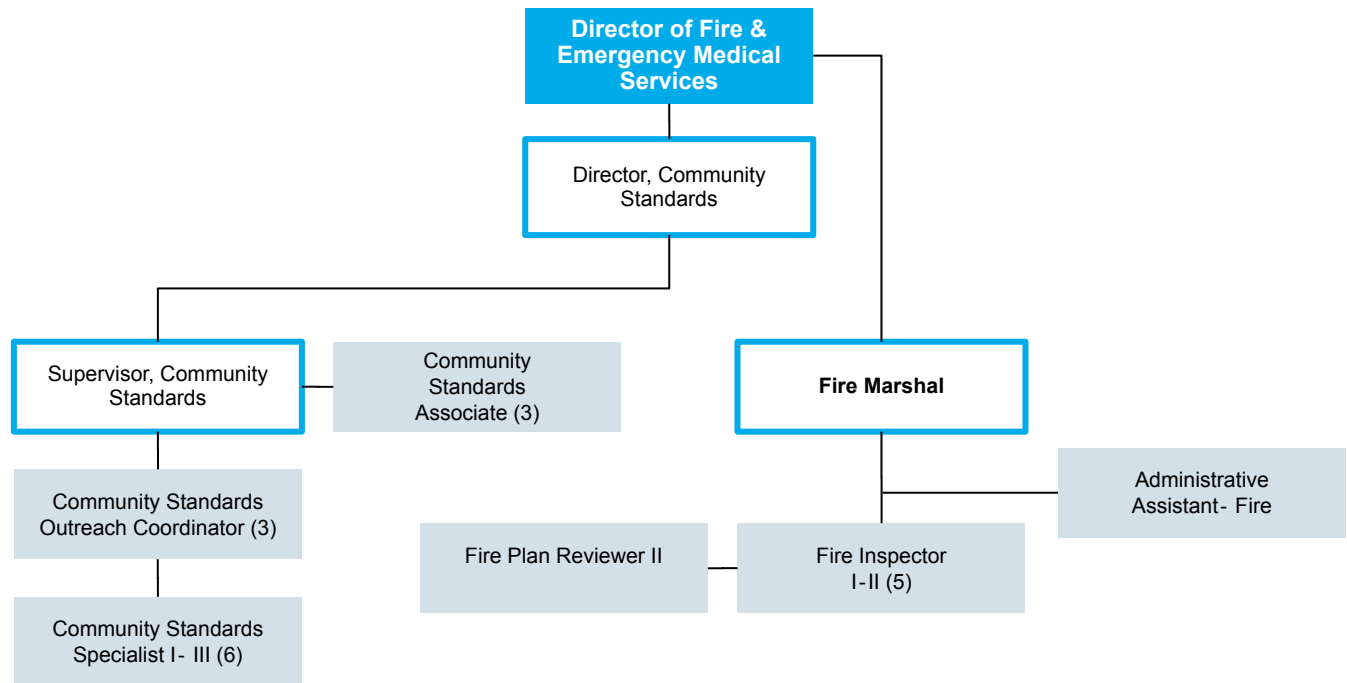
Account	2018/2019 Actual Expense	2019/2020 Current Budget	2019/2020 Estimated Expenditures	2020/2021 Department Request	2020/2021 Proposed Budget
<b>Div 10 Fire Rescue 001-2210-522</b>					
51-25 Computer Equip/sw<\$750	769	750	750	1,050	1,050
52-01 Supplies	4,219	4,241	4,241	6,250	5,000
52-20 Opr Equipment <\$750	14,007	4,500	4,500	6,250	5,000
52-21 Chemicals & Lab Supplies	701	2,000	2,000	2,500	2,500
52-22 Uniforms	99,491	60,000	60,000	63,000	63,000
52-23 Safety Clothing/equip.	39,908	62,266	57,914	170,250	170,250
52-25 Janitor Supplies	39,040	36,050	36,050	36,050	36,050
52-27 Hardware/tools	4,130	5,000	5,000	11,500	11,500
52-66 Medical Supplies	209,689	224,000	224,000	230,000	220,000
52-67 Suppression Equip/supply	7,416	15,000	15,000	15,000	15,000
52-73 Radio Batteries/supplies	1,381	4,000	4,000	14,500	14,500
52-79 Training Aids	1,589	4,000	4,000	3,250	3,250
52-85 Food Supplies	1,606	-	-	-	-
52-92 Honor Guard Program	-	11,500	11,500	5,100	5,100
52-99 Misc. Supplies	-	-	-	-	-
54-10 Books And Publications	2,151	2,500	2,500	2,500	2,500
54-20 Memberships	2,510	2,385	2,385	2,400	2,400
54-30 Training	50,266	53,048	73,900	87,900	75,000
54-35 College Tuition Reimb	-	-	-	25,000	25,000
54-37 Recertification	3,095	3,310	3,310	4,100	4,100
59-99 New Personnel/Supplies	-	-	-	-	-
<b>Sub- Total Operating Expenses</b>	<b>\$ 1,713,488</b>	<b>\$ 1,820,778</b>	<b>\$ 1,837,278</b>	<b>\$ 2,073,841</b>	<b>\$ 2,034,166</b>
62-01 Building Improvements	-	-	-	-	-
64-02 General Equipment	23,603	31,012	31,012	30,000	30,000
64-06 Safety Equipment	2,769	167,600	167,600	154,000	154,000
64-07 Fire Special Ops Equip	10,070	8,948	8,948	7,000	7,000
64-14 Computer Software	46,249	56,000	56,000	5,000	5,000
64-15 Computer Equipment	1,723	-	-	2,000	2,000
64-16 Furniture & Fixtures	-	6,193	6,193	7,000	5,000
64-20 Communication Equip.	-	5,435	5,435	5,000	5,000
64-23 Paramedic Equipment	-	20,865	20,865	21,500	17,000
64-33 Vehicle Purchases	-	60,000	60,000	-	-
69-99 New Personnel/Capital	-	-	-	-	-
<b>Sub- Total Capital Outlay</b>	<b>\$ 84,414</b>	<b>\$ 356,053</b>	<b>\$ 356,053</b>	<b>\$ 231,500</b>	<b>\$ 225,000</b>
<b>Subtotal</b>	<b>\$ 24,564,796</b>	<b>\$ 23,697,002</b>	<b>\$ 23,713,502</b>	<b>\$ 25,357,317</b>	<b>\$ 24,573,837</b>
91-04 Transfer To Grants-match	10,023	47,527	47,527	-	-
91-30 Transfer/veh. Srv. Fund	903,556	915,602	915,602	1,047,497	1,047,497
91-30 <b>Other Financing Cap Lease</b>	145,994	-	-	-	-
<b>Department Total</b>	<b>\$ 25,624,369</b>	<b>\$ 24,660,131</b>	<b>\$ 24,676,631</b>	<b>\$ 26,404,814</b>	<b>\$ 25,621,334</b>



## ORGANIZATIONAL CHART

**DEPARTMENT: Fire**  
**DIVISION: Community Standards**

**FUND: 001**  
**DEPT. NO.: 2211**



## PERSONNEL ALLOCATION

DEPARTMENT: Fire  
DIVISION: Community Standards

FUND: 001  
DEPT. NO.: 2211

Position Title	Position Number	Pay Grade	2018-19 Actual	2019-20 Actual	2020-21 Inc/(Dec)	2020-21 Requested	2020-21 Proposed
<b>Full-Time Positions:</b>							
Director, Community Standards	15309	39	1.0	1.0	-	1.0	1.0
Supervisor, Community Standards	15329	23	1.0	1.0	-	1.0	1.0
Community Standards Outreach Coordinator	15319	20	3.0	3.0	-	3.0	3.0
Unspecified Personnel **			6.0	6.0	-	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	-	3.0	3.0
Fire Marshal	15009	34	1.0	1.0	-	1.0	1.0
Fire Protection Engineer	00023	23	1.0	1.0	1.0	-	-
Fire Plan Reviewer II			-	-	(1.0)	1.0	1.0
Unspecified Personnel **			5.0	5.0	-	5.0	5.0
Fire Inspector I	15242	19	*	*	*	*	*
Fire Inspector II	15262	20	*	*	*	*	*
Administrative Assistant- Fire	00259	14	1.0	1.0	-	1.0	1.0
<b>Total Personnel:</b>			22.0	22.0	-	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)





## DETAIL EXPENDITURES

Account	2018/2019 Actual Expense	2019/2020 Amended Budget	2019/2020 Estimated Expenditures	2020/2021 Department Request	2020/2021 Proposed Budget
<b>Div 20 Community Standard 001-2211-522</b>					
Department Summary					
Personnel Services	1,838,853	1,964,867	1,882,484	2,121,235	2,001,492
Operating Expenses	131,316	209,253	193,753	232,119	218,367
Capital Outlay	45,773	50,445	50,445	13,000	11,000
Nonoperating Expenses	18,303	19,083	19,083	18,962	18,962
<b>Total</b>	<b>\$ 2,034,245</b>	<b>\$ 2,243,648</b>	<b>\$ 2,145,765</b>	<b>\$ 2,385,316</b>	<b>\$ 2,249,821</b>
<b>Estimated As % Of Budget</b>			<b>95.6%</b>		
12-10 Regular Salaries/wages	1,168,118	1,288,264	1,238,715	1,303,397	1,309,439
14-10 Overtime	19,888	15,000	15,000	15,000	10,000
15-12 Cell Phone Allowance	252	504	-	-	-
15-13 Shoe Allowance	1,328	1,000	1,500	1,500	1,500
15-20 Car Allowance	2,444	3,600	3,600	3,600	3,600
15-40 Incentive Pay	-	-	-	-	-
19-99 New Personnel/reclass	-	10,896	-	115,710	3,286
21-10 Employer Fica	87,924	96,185	96,185	100,422	100,697
22-10 General Employees Pension	380,910	351,881	351,881	349,707	349,707
23-10 Life Insurance	616	328	328	328	328
23-20 Disability Insurance	7,537	4,916	4,916	5,133	5,147
23-30 Health Insurance	147,787	168,237	160,000	185,060	185,060
23-32 Cigna Hsa	-	-	-	14,000	-
23-34 HSA	13,823	13,697	-	16,500	22,000
23-40 Dental Insurance	7,344	9,232	9,232	9,694	9,601
23-50 Vision Insurance	882	1,127	1,127	1,184	1,127
<b>Sub-total Personnel Services</b>	<b>\$ 1,838,853</b>	<b>\$ 1,964,867</b>	<b>\$ 1,882,484</b>	<b>\$ 2,121,235</b>	<b>\$ 2,001,492</b>
34-25 Nuisance Abatement	17,610	57,000	40,000	40,000	40,000
40-12 Business Meetings	746	4,600	4,600	5,100	5,100
41-15 Cellular Phone/beeper	18,634	18,340	18,340	19,200	16,800
44-31 Copy Machine Rental	-	3,000	3,000	3,000	2,500
44-40 Leased Vehicles	-	-	-	-	-
46-20 Equipment Maintenance	-	500	500	1,500	1,000
46-21 Fire Extinguisher Service	-	1,000	1,000	1,000	1,000
46-22 Computer Maintenance	-	-	-	-	-
46-30 Vehicle Maint. - Garage	31,567	12,954	12,954	22,709	22,709
46-91 Software Maintenance	160	20,000	20,000	27,400	27,400
47-10 Printing & Binding	3,084	3,000	3,000	3,500	3,500
49-09 Self Insurance Chgs (W/c)	2,669	19,897	19,897	32,549	32,549
49-10 Warehouse Service Chg.	700	1,626	1,626	2,559	2,559
49-12 Legal Ads	1,500	500	500	500	500
49-12 Credit Card Fees	4,035	6,500	4,000	8,000	8,000
49-16 Court Costs	-	500	500	500	500
49-17 Other Contractual Svcs	22,855	21,864	21,864	20,000	20,000
51-10 Office Supplies	4,388	5,000	5,000	5,500	5,500
51-25 Computer Equip/sw<\$750	1,158	1,500	1,500	1,500	-
52-01 Supplies	-	100	100	100	100
52-22 Uniforms	7,964	9,000	11,000	11,000	11,000
52-23 Safety Clothing/equip.	3,626	2,527	3,527	3,777	3,000
52-25 Janitor Supplies	-	500	500	500	-
52-27 Hardware/tools	724	1,500	1,500	1,500	1,000
52-65 Fire Prevention Supplies	206	2,000	3,000	3,000	1,500
52-73 Radio Batteries/supplies	-	400	400	400	200
54-10 Books And Publications	417	4,675	4,675	4,675	-
54-20 Memberships	3,670	4,170	4,170	5,200	4,500
54-30 Training	5,433	5,000	5,000	5,500	5,500
54-37 Recertification	170	1,600	1,600	1,950	1,950
<b>Sub- Total Operating Expenses</b>	<b>\$ 131,316</b>	<b>\$ 209,253</b>	<b>\$ 193,753</b>	<b>\$ 232,119</b>	<b>\$ 218,367</b>
64-02 General Equipment	14,028	2,500	2,500	3,000	1,000
64-15 Computer Software	23,453	-	-	-	-
64-15 Computer Equipment	8,292	7,000	7,000	10,000	10,000
64-16 Furniture & Fixtures	-	-	-	-	-
64-33 Vehicle Purchases	\$ -	\$ 40,945	\$ 40,945	\$ -	\$ -
<b>Sub- Total Capital Outlay</b>	<b>\$ 45,773</b>	<b>\$ 50,445</b>	<b>\$ 50,445</b>	<b>\$ 13,000</b>	<b>\$ 11,000</b>
<b>Subtotal</b>	<b>\$ 2,015,942</b>	<b>\$ 2,224,565</b>	<b>\$ 2,126,682</b>	<b>\$ 2,366,354</b>	<b>\$ 2,230,859</b>
91-30 Transfer/veh. Srv. Fund	18,303	19,083	19,083	18,962	18,962
<b>Department Total</b>	<b>\$ 2,034,245</b>	<b>\$ 2,243,648</b>	<b>\$ 2,145,765</b>	<b>\$ 2,385,316</b>	<b>\$ 2,249,821</b>



## DETAIL EXPENDITURES

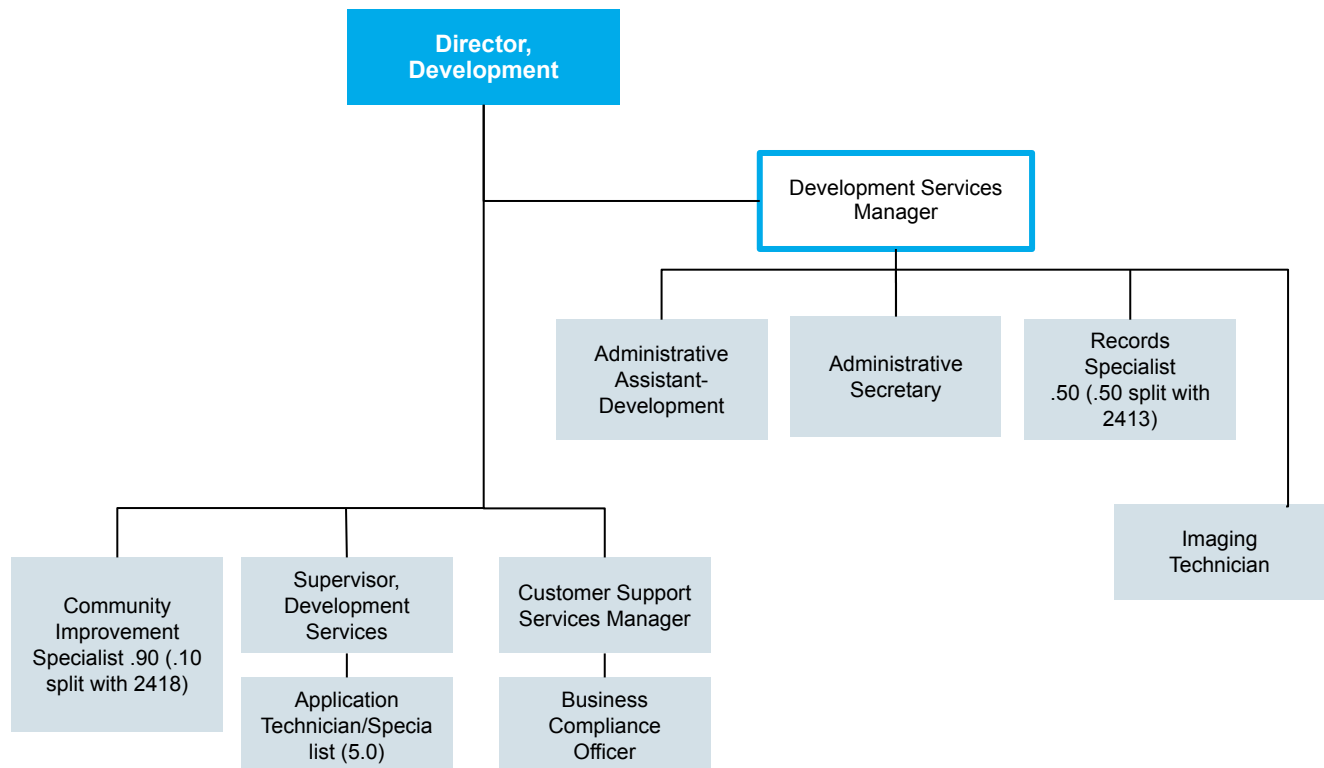
Account	2018/2019 Actual Expense	2019/2020 Amended Budget	2019/2020 Estimated Expenditures	2020/2021 Department Request	2020/2021 Proposed Budget
<b>Div 10 Emergency Management 001-2220-525</b>					
Department Summary					
Personnel Services	-	-	-	-	-
Operating Expenses	7,799	21,275	3,800	27,965	19,965
Capital Outlay	6,649	9,000	-	13,500	13,500
Nonoperating Expenses	-	-	-	-	-
<b>Total</b>	<b>\$14,448</b>	<b>\$30,275</b>	<b>\$3,800</b>	<b>\$41,465</b>	<b>\$33,465</b>
<b>Estimated As % Of Budget</b>			<b>12.6%</b>		
40-12 Business Meetings	-	1,500	600	2,000	2,000
41-10 Telephone Services	1,650	5,000	600	5,000	2,500
41-10 Cellular Phone/Beeper	-	-	-	1,000	-
47-10 Printing & Binding	51	2,000	-	2,000	500
49-10 Warehouse Service Chg	-	-	-	65	65
49-17 Other Contractual Svcs	1,830	4,000	500	6,500	4,000
51-10 Office Supplies	322	300	-	1,000	500
52-73 Radio Batteries/supplies	-	325	-	500	500
52-85 Food Supplies	2,200	2,000	2,000	2,200	2,200
52-91 Cert Program	1,746	5,000	100	5,000	5,000
54-20 Memberships	-	150	-	200	200
54-30 Training	-	1,000	-	2,500	2,500
<b>Sub-total Operating Expenses</b>	<b>\$7,799</b>	<b>\$21,275</b>	<b>\$3,800</b>	<b>\$27,965</b>	<b>\$19,965</b>
64-14 Computer Software	6,649	9,000	-	9,500	9,500
64-15 Computer Equipment	-	-	-	2,000	2,000
64-20 Communication Equipment	-	-	-	2,000	2,000
<b>Sub- Total Capital Outlay</b>	<b>\$6,649</b>	<b>\$9,000</b>	<b>\$-</b>	<b>\$13,500</b>	<b>\$13,500</b>
<b>Subtotal</b>	<b>\$14,448</b>	<b>\$30,275</b>	<b>\$3,800</b>	<b>\$41,465</b>	<b>\$33,465</b>
91-30 Transfer/veh. Srv. Fund	-	-	-	-	-
<b>Department Total</b>	<b>\$14,448</b>	<b>\$30,275</b>	<b>\$3,800</b>	<b>\$41,465</b>	<b>\$33,465</b>



## ORGANIZATIONAL CHART

DEPARTMENT: **Development**  
DIVISION: **Development Services**

FUND: **001**  
DEPT. NO.: **2410**



<sup>1</sup> Community Improvement Specialist funded 90% from General Fund, 10% from CDBG



## PERSONNEL ALLOCATION

DEPARTMENT: Development  
DIVISION: Development Services

FUND: 001  
DEPT. NO.: 2410

Position Title	Position Number	Pay Grade	2018-19 Actual	2019-20 Actual	2020-21 Inc/(Dec)	2020-21 Requested	2020-21 Proposed
<b>Full-Time Positions:</b>							
Director, Development	21019	45	1.0	1.0	-	1.0	1.0
Development Services Manager	21099	24	1.0	1.0	-	1.0	1.0
Community Improvement Specialist <sup>(1)</sup>	25230	14	0.9	0.9	-	0.9	0.9
Customer Support Services Manager	21089	24	1.0	1.0	-	1.0	1.0
Business Compliance Officer	21002	16	1.0	1.0	-	1.0	1.0
<b>Application Technician/Application Specialist</b>							
<b>Career Path Unspecified</b>			6.0	6.0	-	6.0	6.0
Application Specialist	22432	14	*	*	*	*	*
Application Technician	22352	12	*	*	*	*	*
Records Specialist <sup>(2)</sup>	21020	10	0.6	0.6	-	0.6	0.6
Imaging Technician	00372	11	1.0	1.0	-	1.0	1.0
Administrative Assistant	00259	14	1.0	1.0	-	1.0	1.0
Administrative Secretary	00240	11	1.0	1.0	-	1.0	1.0
Sub-total for Full-time Positions			14.5	14.5	-	14.5	14.5
<b>Total Personnel:</b>			14.5	14.5	-	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



## DETAIL EXPENDITURES

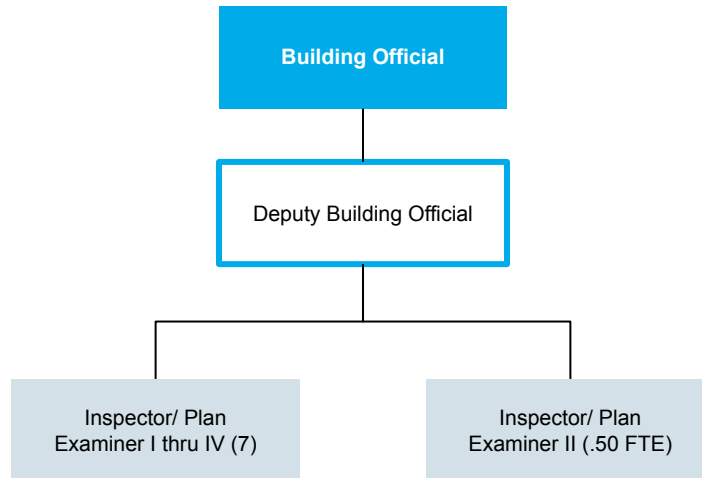
Account	2018/2019 Actual Expense	2019/2020 Amended Budget	2019/2020 Estimated Expenditures	2020/2021 Department Request	2020/2021 Proposed Budget
<b>Div 10 Development Admin 001-2410-524</b>					
Department Summary					
Personnel Services	1,165,472	1,185,621	931,312	1,122,513	1,140,950
Operating Expenses	75,607	78,579	41,942	84,074	73,014
Capital Outlay	-	-	-	-	-
Nonoperating Expenses	-	-	-	-	-
<b>Total</b>	<b>\$ 1,241,079</b>	<b>\$ 1,264,200</b>	<b>\$ 973,254</b>	<b>\$ 1,206,587</b>	<b>\$ 1,213,964</b>
<b>Estimated As % Of Budget</b>			<b>77.0%</b>		
12-10 Regular Salaries/wages	744,804	789,592	735,000	751,507	751,507
14-10 Overtime	4,111	11,000	5,000	5,000	5,000
15-12 Cell Phone Allowance	1,512	1,512	1,512	1,512	1,512
15-13 Shoe Allowance	148	148	150	148	148
15-20 Car Allowance	4,650	4,650	4,650	4,650	4,650
19-99 New Personnel/reclass	-	9,422	-	-	-
21-10 Employer Fica	56,382	57,463	57,470	57,463	60,874
22-10 General Employees Pension	213,934	190,747	-	170,271	170,271
23-10 Life Insurance	336	384	385	384	334
23-20 Disability Insurance	5,025	2,978	2,990	2,978	3,111
23-30 Health Insurance	113,641	110,890	110,980	110,890	121,972
23-32 Cigna Hsa	1,000	-	-	-	-
23-34 HSA	13,348	-	12,425	10,875	14,500
23-40 Dental Insurance	5,875	6,085	-	6,085	6,328
23-50 Vision Insurance	706	750	750	750	743
<b>Sub-total Personnel Services</b>	<b>\$ 1,165,472</b>	<b>\$ 1,185,621</b>	<b>\$ 931,312</b>	<b>\$ 1,122,513</b>	<b>\$ 1,140,950</b>
34-40 Temporary Services	4,766	35,360	-	35,360	25,000
40-12 Business Meetings	-	200	500	500	500
41-12 Postage	14,836	17,000	17,000	17,000	17,000
46-20 Equipment Maintenance	-	100	-	100	100
46-22 Computer Maintenance	-	100	100	100	100
47-20 Reproduction Services	-	-	-	-	-
48-21 Employee Recognition	-	-	-	500	500
49-09 Self Insurance Chgs (W/c)	8,394	9,192	9,192	9,576	9,576
49-10 Warehouse Service Chg.	475	430	430	481	481
49-14 Credit Card Fees	39,285	-	-	-	-
49-17 Other Contractual Svcs	4,700	9,500	8,000	10,000	10,000
51-10 Office Supplies	787	500	500	500	500
51-25 Computer Sftwre <\$750	-	250	250	250	250
52-01 Supplies	417	400	400	400	400
52-20 Opr Equipment <\$750.	209	750	750	750	750
52-22 Uniforms	-	877	900	1,687	1,687
52-85 Food Supplies	-	800	800	500	500
54-10 Books And Publications	-	100	100	100	100
54-20 Memberships	230	1,520	1,520	1,570	1,570
54-30 Training	1,508	1,500	1,500	4,700	4,000
59-99 New Personnel/Supplies	-	-	-	-	-
<b>Sub- Total Operating Expenses</b>	<b>\$ 75,607</b>	<b>\$ 78,579</b>	<b>\$ 41,942</b>	<b>\$ 84,074</b>	<b>\$ 73,014</b>
64-14 Computer Software	-	-	-	-	-
66-99 Capital Outlay	-	-	-	-	-
<b>Sub- Total Capital Outlay</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Subtotal</b>	<b>\$ 1,241,079</b>	<b>\$ 1,264,200</b>	<b>\$ 973,254</b>	<b>\$ 1,206,587</b>	<b>\$ 1,213,964</b>
91-30 Transfer/veh. Srv. Fund	-	-	-	-	-
<b>Department Total</b>	<b>\$ 1,241,079</b>	<b>\$ 1,264,200</b>	<b>\$ 973,254</b>	<b>\$ 1,206,587</b>	<b>\$ 1,213,964</b>



## ORGANIZATIONAL CHART

DEPARTMENT: **Development**  
DIVISION: **Building**

FUND: **001**  
DEPT. NO.: **2411**



## PERSONNEL ALLOCATION

DEPARTMENT: Development  
DIVISION: Building

FUND: 001  
DEPT. NO.: 2411

Position Title	Position Number	Pay Grade	2018-19 Actual	2019-20 Actual	2020-21 Inc/(Dec)	2020-21 Requested	2020-21 Proposed
<b>Full-Time Positions:</b>							
Building Official	22019	32	1.0	1.0	-	1.0	1.0
Deputy Building Official	22039	25	1.0	1.0	-	1.0	1.0
Unspecified Personnel *			7.0	8.0	-	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	*	*	*	*	*
Sub-total for Full-time Positions			9.0	10.0	-	10.0	10.0
<b>Part-Time Positions:</b>							
Inspector/Plans Examiner II	22027	20	0.5	0.5	-	0.5	0.5
Sub-total for Part-time Positions			0.5	0.5	-	0.5	0.5
<b>Total Personnel:</b>			9.5	10.5	-	10.5	10.5

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



## DETAIL EXPENDITURES

Account	2018/2019 Actual Expense	2019/2020 Amended Budget	2019/2020 Estimated Expenditures	2020/2021 Department Request	2020/2021 Proposed Budget
<b>Div 11 Building 001-2411-524</b>					
Department Summary					
Personnel Services	1,047,269	1,104,122	1,088,401	1,368,702	1,265,721
Operating Expenses	528,065	415,831	623,890	775,286	355,946
Capital Outlay	2,006	-	-	22,000	-
Nonoperating Expenses	9,693	20,509	20,509	21,320	21,320
<b>Total</b>	<b>\$ 1,587,033</b>	<b>\$ 1,540,462</b>	<b>\$ 1,732,800</b>	<b>\$ 2,187,308</b>	<b>\$ 1,642,987</b>
<b>Estimated As % Of Budget</b>			<b>112.5%</b>		
12-10 Regular Salaries/wages	663,338	775,504	732,325	844,485	844,485
14-10 Overtime	35,045	5,000	40,000	60,000	30,000
14-20 Reimbursable Wages	2,042	1,000	1,000	1,000	1,000
15-12 Cell Phone Allowance	1,008	1,008	-	1,008	1,008
15-13 Shoe Allowance	885	1,033	1,035	1,470	1,470
15-20 Car Allowance	4,500	4,500	4,500	4,500	4,500
19-99 New Personnel/Reclass	-	3	-	97,284	-
21-10 Employer Fica	52,280	56,525	56,525	56,525	62,243
22-10 General Employees Pension	214,149	183,382	183,382	218,763	218,763
23-10 Life Insurance	353	350	350	350	227
23-20 Disability Insurance	3,746	2,756	-	2,756	3,031
23-30 Health Insurance	59,776	68,824	68,824	68,824	84,118
23-32 Cigna Hsa	950	-	-	-	-
23-34 HSA	5,750	-	-	7,500	10,000
23-40 Dental Insurance	3,077	3,777	-	3,777	4,364
23-50 Vision Insurance	370	460	460	460	512
<b>Sub-total Personnel Services</b>	<b>\$ 1,047,269</b>	<b>\$ 1,104,122</b>	<b>\$ 1,088,401</b>	<b>\$ 1,368,702</b>	<b>\$ 1,265,721</b>
34-25 Nuisance Abatement	-	-	-	20,000	20,000
34-40 Temporary Services	(468)	16,000	10,000	1,000	1,000
40-12 Business Meetings	3	500	500	500	500
41-15 Cellular Phone/beeper	10,517	3,840	3,840	5,280	5,900
44-31 Copy Machine Rental	-	-	-	7,000	2,535
46-22 Computer Maintenance	360	250	250	250	250
46-30 Vehicle Maint. - Garage	15,158	10,814	10,814	12,596	12,596
46-91 Software Maintenance	31,914	36,150	37,000	159,150	39,150
47-10 Printing & Binding	841	750	750	750	750
47-20 Reproduction Services	-	-	-	-	-
47-21 Microfilming/imaging	9,056	8,500	8,500	8,500	8,500
48-21 Employee Recognition	-	-	-	500	500
49-09 Self Insurance Chgs (W/c)	31,142	33,974	33,974	36,130	36,130
49-10 Warehouse Service Chg.	622	542	542	515	515
49-14 Credit Card Fees	597	23,000	26,000	23,000	-
49-17 Other Contractual Svcs	417,060	247,975	450,000	450,000	200,000
51-10 Office Supplies	1,650	1,500	2,000	1,500	1,500
52-01 Supplies	472	500	500	500	500
52-20 Opr Equipment <\$750.	1,273	500	500	500	500
52-22 Uniforms	1,888	2,816	4,500	4,500	4,500
52-23 Safety Clothing/equip.	-	100	100	2,355	1,500
52-27 Hardware/tools	-	50	50	50	50
54-10 Books And Publications	1,229	2,200	2,200	2,200	2,200
54-20 Memberships	1,906	1,870	1,870	1,870	1,870
54-30 Training	2,845	24,000	30,000	30,000	15,000
54-30 New Personnel/Supplies	-	-	-	6,640	-
<b>Sub- Total Operating Expenses</b>	<b>\$ 528,065</b>	<b>\$ 415,831</b>	<b>\$ 623,890</b>	<b>\$ 775,286</b>	<b>\$ 355,946</b>
64-02 General Equipment	-	-	-	-	-
64-14 Computer Software	-	-	-	22,000	-
64-15 Computer Equipment	2,006	-	-	-	-
<b>Sub- Total Capital Outlay</b>	<b>\$ 2,006</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 22,000</b>	<b>\$ -</b>
<b>Subtotal</b>	<b>\$ 1,577,340</b>	<b>\$ 1,519,953</b>	<b>\$ 1,712,291</b>	<b>\$ 2,165,988</b>	<b>\$ 1,621,667</b>
91-30 Transfer/veh. Srv. Fund	9,693	20,509	20,509	21,320	21,320
<b>Department Total</b>	<b>\$ 1,587,033</b>	<b>\$ 1,540,462</b>	<b>\$ 1,732,800</b>	<b>\$ 2,187,308</b>	<b>\$ 1,642,987</b>

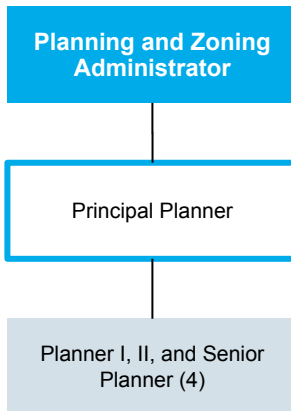




## ORGANIZATIONAL CHART

DEPARTMENT: **Development**  
DIVISION: **Planning & Zoning**

FUND: **001**  
DEPT. NO.: **2414**



## PERSONNEL ALLOCATION

DEPARTMENT: Development  
DIVISION: Planning & Zoning

FUND: 001  
DEPT. NO.: 2414

Position Title	Position Number	Pay Grade	2018-19 Actual	2019-20 Actual	2020-21 Inc/(Dec)	2020-21 Requested	2020-21 Proposed
<b>Full-Time Positions:</b>							
Planning and Zoning Administrator	24119	34	1.0	1.0	-	1.0	1.0
Principal Planner	24059	30	1.0	1.0	-	1.0	1.0
Unspecified Personnel			4.0	4.0	-	4.0	4.0
Senior Planner	24029	25	*	*	*	*	*
Planner II	24089	22	*	*	*	*	*
Planner I	24009	20	*	*	*	*	*
<b>Total Full-Time Personnel:</b>			6.0	6.0	-	6.0	6.0
<b>Total Personnel:</b>			6.0	6.0	-	6.0	6.0



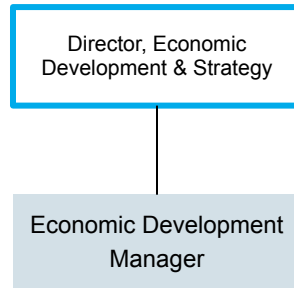
## DETAIL EXPENDITURES

Account	2018/2019 Actual Expense	2019/2020 Amended Budget	2019/2020 Estimated Expenditures	2020/2021 Department Request	2020/2021 Proposed Budget
<b>Div 14 Planning &amp; Zoning 001-2414-515</b>					
Department Summary					
Personnel Services	665,077	738,303	721,501	673,261	680,428
Operating Expenses	20,612	70,405	70,155	99,868	68,563
Capital Outlay	-	-	-	-	-
Nonoperating Expenses	-	-	-	-	-
<b>Total</b>	<b>\$ 685,689</b>	<b>\$ 808,708</b>	<b>\$ 791,656</b>	<b>\$ 773,129</b>	<b>\$ 748,991</b>
<b>Estimated As % Of Budget</b>			<b>97.9%</b>		
12-10 Regular Salaries/wages	457,027	502,948	483,604	494,510	494,510
15-12 Cell Phone Allowance	-	-	294	504	504
15-20 Car Allowance	-	-	1,125	1,875	1,875
19-99 New Personnel/Reclass	-	4,992	4,992	-	-
21-10 Employer Fica	33,941	36,996	36,996	36,996	37,830
22-10 General Employees Pension	123,355	142,592	142,592	84,101	84,101
23-10 Life Insurance	315	176	370	176	277
23-20 Disability Insurance	2,769	1,891	2,820	1,891	1,934
23-30 Health Insurance	41,438	45,883	45,883	45,883	50,471
23-32 Cigna Hsa	-	-	-	-	-
23-34 HSA	4,000	-	-	4,500	6,000
23-40 Dental Insurance	1,993	2,518	2,518	2,518	2,619
23-50 Vision Insurance	239	307	307	307	307
<b>Sub-total Personnel Services</b>	<b>\$ 665,077</b>	<b>\$ 738,303</b>	<b>\$ 721,501</b>	<b>\$ 673,261</b>	<b>\$ 680,428</b>
40-12 Business Meetings	154	600	600	600	600
47-10 Printing & Binding	166	250	250	250	250
48-21 Employee Recognition	-	-	-	200	200
49-09 Self Insurance Chgs (W/c)	8,492	9,264	9,264	9,852	9,852
49-10 Warehouse Service Chg.	135	166	166	161	161
49-17 Other Contractual Srvs	7,443	50,000	50,000	75,000	45,000
51-10 Office Supplies	312	750	500	500	500
51-25 Computer Sftwre <\$750	-	500	500	500	-
52-01 Supplies	127	250	250	350	250
54-10 Books And Publications	161	250	250	250	250
54-20 Memberships	1,453	2,000	2,000	2,705	2,000
54-30 Training	2,169	6,375	6,375	9,500	9,500
<b>Sub- Total Operating Expenses</b>	<b>\$ 20,612</b>	<b>\$ 70,405</b>	<b>\$ 70,155</b>	<b>\$ 99,868</b>	<b>\$ 68,563</b>
66-99 New Personnel/capital	-	-	-	-	-
<b>Sub- Total Capital Outlay</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Subtotal</b>	<b>\$ 685,689</b>	<b>\$ 808,708</b>	<b>\$ 791,656</b>	<b>\$ 773,129</b>	<b>\$ 748,991</b>
91-30 Transfer/veh. Srv. Fund	-	-	-	-	-
<b>Department Total</b>	<b>\$ 685,689</b>	<b>\$ 808,708</b>	<b>\$ 791,656</b>	<b>\$ 773,129</b>	<b>\$ 748,991</b>



## ORGANIZATIONAL CHART

DEPARTMENT: City Manager	FUND: 001
DIVISION: Economic Development	DEPT. NO.: 2419



## PERSONNEL ALLOCATION

<b>DEPARTMENT: City Manager</b>	<b>FUND: 001</b>
<b>DIVISION: Economic Development</b>	<b>DEPT. NO.: 2419</b>

Position Title	Position Number	Pay Grade	2018-19 Actual	2019-20 Actual	2020-21 Inc/(Dec)	2020-21 Requested	2020-21 Proposed
<b>Full-Time Positions:</b>							
Director, Economic Development & Strategy	23039	45	1.0	1.0	-	1.0	1.0
Economic Development Specialist	01030	17	1.0	-	-	-	-
Economic Development Manager	23019	28	-	1.0	-	1.0	1.0
Sub-total for Full-time Positions			2.0	2.0	-	2.0	2.0
Total Personnel:			2.0	2.0	-	2.0	2.0



## DETAIL EXPENDITURES

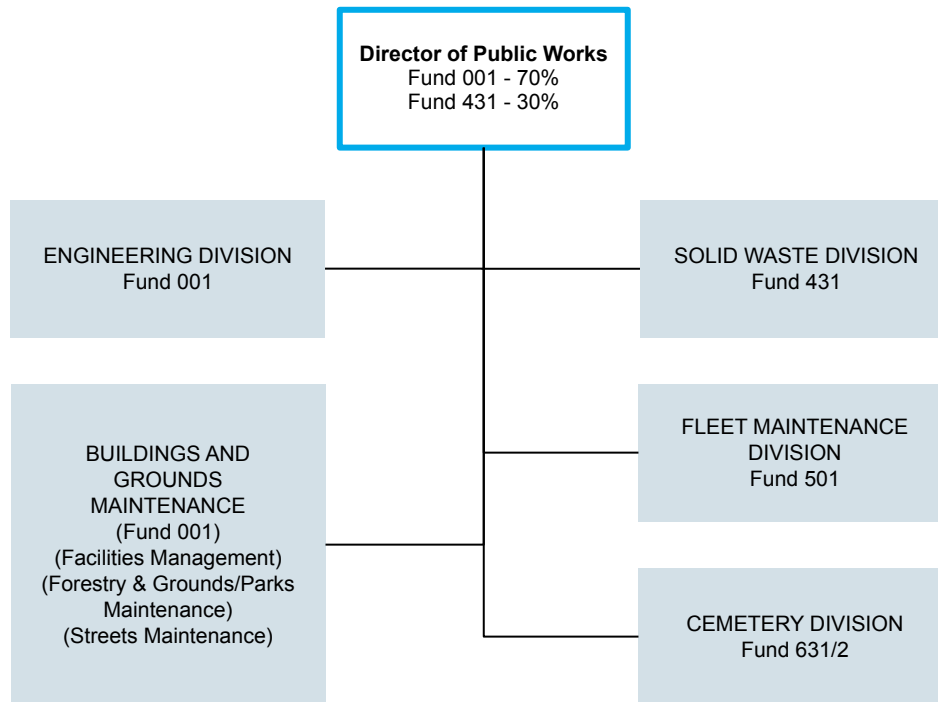
Account	2018/2019 Actual Expense	2019/2020 Amended Budget	2019/2020 Estimated Expenditures	2020/2021 Department Request	2020/2021 Proposed Budget
<b>Div 16 Economic Development 001-2419-559</b>					
Department Summary					
Personnel Services	281,141	288,078	276,933	277,894	280,175
Operating Expenses	148,035	188,417	188,417	506,700	266,450
Capital Outlay	-	15,000	15,000	15,000	15,000
Nonoperating Expenses	-	-	-	-	-
<b>Total</b>	<b>\$ 429,176</b>	<b>\$ 491,495</b>	<b>\$ 480,350</b>	<b>\$ 799,594</b>	<b>\$ 561,625</b>
<b>Estimated As % Of Budget</b>			<b>97.7%</b>		
12-10 Regular Salaries/wages	187,382	197,272	186,127	186,127	186,127
14-10 Overtime	129	100	100	100	100
15-12 Cell Phone Allowance	-	-	-	-	-
15-20 Car Allowance	3,600	3,600	3,600	3,600	3,600
21-10 Employer Fica	13,968	14,021	14,021	14,021	14,251
22-10 General Employees Pension	55,847	56,016	56,016	55,477	55,477
23-10 Life Insurance	126	118	118	118	76
23-20 Disability Insurance	1,181	742	742	742	771
23-30 Health Insurance	16,218	15,294	15,294	15,294	16,824
23-32 Cigna Hsa	-	-	-	-	-
23-34 HSA	1,750	-	-	1,500	2,000
23-40 Dental Insurance	839	839	839	839	873
23-50 Vision Insurance	101	76	76	76	76
<b>Sub-total Personnel Services</b>	<b>\$ 281,141</b>	<b>\$ 288,078</b>	<b>\$ 276,933</b>	<b>\$ 277,894</b>	<b>\$ 280,175</b>
40-10 Mileage Reimbursement	-	200	200	200	200
40-12 Business Meetings	5,500	5,400	5,400	8,700	3,000
41-12 Postage	-	500	500	500	200
47-10 Printing & Binding	320	2,000	2,000	1,000	750
48-01 Comm Promotion/marketing	985	3,000	3,000	1,500	1,000
48-05 Advertising	-	3,500	3,500	4,500	3,000
49-10 Warehouse Service Chg	109	17	17	-	-
49-17 Other Contractual Svcs	31,354	45,000	45,000	257,500	150,000
49-68 Commercial Grant Program	96,000	104,000	104,000	208,000	100,000
49-69 Residential Imprv Program	8,000	15,000	15,000	15,000	-
51-10 Office Supplies	-	500	500	500	250
52-01 Supplies	267	500	500	500	250
52-85 Food Supplies	60	500	500	500	500
54-10 Books-publications-videos	-	300	300	300	300
54-20 Memberships	5,345	6,000	6,000	6,000	5,000
54-30 Training	95	2,000	2,000	2,000	2,000
<b>Sub- Total Operating Expenses</b>	<b>\$ 148,035</b>	<b>\$ 188,417</b>	<b>\$ 188,417</b>	<b>\$ 506,700</b>	<b>\$ 266,450</b>
64-15 Computer Equipment	-	15,000	15,000	15,000	15,000
<b>Sub- Total Capital Outlay</b>	<b>\$ -</b>	<b>\$ 15,000</b>	<b>\$ 15,000</b>	<b>\$ 15,000</b>	<b>\$ 15,000</b>
<b>Subtotal</b>	<b>\$ 429,176</b>	<b>\$ 491,495</b>	<b>\$ 480,350</b>	<b>\$ 799,594</b>	<b>\$ 561,625</b>
91-06 Transfers To Grants	-	-	-	-	-
<b>Department Total</b>	<b>\$ 429,176</b>	<b>\$ 491,495</b>	<b>\$ 480,350</b>	<b>\$ 799,594</b>	<b>\$ 561,625</b>



## ORGANIZATIONAL CHART

DEPARTMENT: **Public Works**  
DIVISION: **Administration**

FUND: **001**  
DEPT. NO.: **2510**



## PERSONNEL ALLOCATION

DEPARTMENT: Public Works

FUND: 001

Division: Administration      Dept. No.:      2510

Position Title	Position Number	Pay Grade	2018-19 Actual	2019-20 Actual	2020-21 Inc/(Dec)	2020-21 Requested	2020-21 Proposed
<b>Full-Time Positions:</b>							
Director, Public Works and Engineering *	51019	45	0.7	0.7	-	0.7	0.7
<b>Total Personnel:</b>			0.7	0.7	-	0.7	0.7

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





## DETAIL EXPENDITURES

Account		2018/2019 Actual Expense	2019/2020 Amended Budget	2019/2020 Estimated Expenditures	2020/2021 Department Request	2020/2021 Proposed Budget
Div 10 Public Works, Admin 001-2510-539						
Department Summary						
Personnel Services		148,654	143,206	132,858	140,922	141,621
Operating Expenses		9,875	10,349	8,505	11,086	10,561
Capital Outlay		14,090	-	-	-	-
Nonoperating Expenses		-	-	-	-	-
Total		\$ 172,619	\$ 153,555	\$ 141,363	\$ 152,008	\$ 152,182
Estimated As % Of Budget		92.1%				
12-10	Regular Salaries/wages	99,240	98,256	87,901	96,356	96,356
15-12	Cell Phone Allowance	353	353	360	353	353
15-20	Car Allowance	3,360	3,360	3,360	3,360	3,360
21-10	Employer Fica	7,309	6,552	6,552	6,588	6,590
22-10	General Employees Pension	30,759	27,857	27,857	27,597	27,597
23-10	Life Insurance	58	69	69	69	44
23-20	Disability Insurance	870	377	377	391	392
23-30	Health Insurance	5,676	5,352	5,352	5,353	5,888
23-32	Cigna Hsa	-	-	-	-	-
23-34	HSA	700	700	700	525	700
23-40	Dental Insurance	294	294	294	294	305
23-50	Vision Insurance	35	36	36	36	36
Sub-total Personnel Services		\$ 148,654	\$ 143,206	\$ 132,858	\$ 140,922	\$ 141,621
40-12	Business Meetings	-	2,500	1,250	2,500	500
41-15	Cellular Phone/beeper	-	-	-	-	-
43-10	Electric Service	4,812	3,300	2,856	3,300	4,000
43-20	Water/sewer Service	920	900	750	900	900
44-31	Copy Machine Rental	1,061	-	-	-	775
46-30	Vehicle Maint. - Garage	-	-	-	465	465
46-91	Software Maintenance	-	-	-	97	97
49-09	Self Insurance Chgs (W/c)	2,395	2,612	2,612	2,779	2,779
49-10	Warehouse Service Chg	66	62	62	70	70
51-10	Office Supplies	442	400	400	400	400
54-20	Memberships	179	575	575	575	575
Sub- Total Operating Expenses		\$ 9,875	\$ 10,349	\$ 8,505	\$ 11,086	\$ 10,561
64-02	General Equipment	14,090	-	-	-	-
Sub- Total Capital Outlay		\$ 14,090	\$ -	\$ -	\$ -	\$ -
Subtotal		\$ 172,619	\$ 153,555	\$ 141,363	\$ 152,008	\$ 152,182
91-30	Transfer/veh. Srv. Fund	-	-	-	-	-
Department Total		\$ 172,619	\$ 153,555	\$ 141,363	\$ 152,008	\$ 152,182



## DETAIL EXPENDITURES

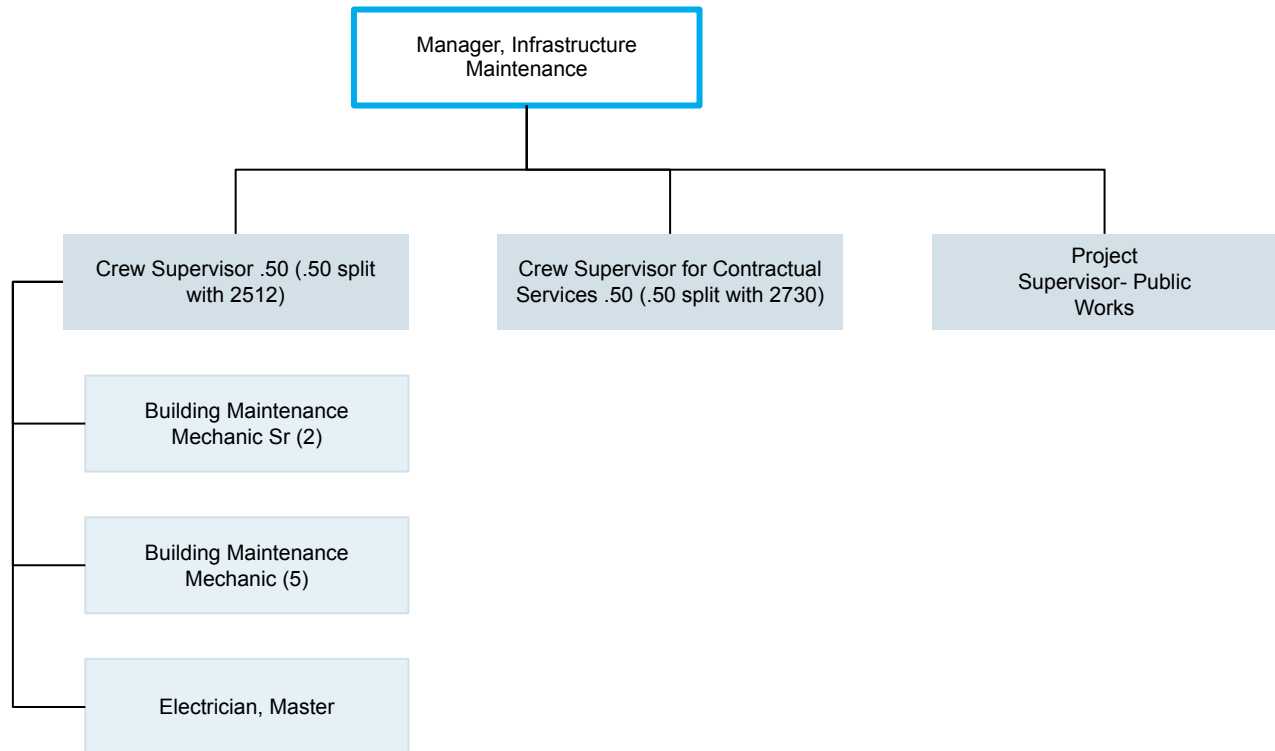
Account	2018/2019 Actual Expense	2019/2020 Amended Budget	2019/2020 Estimated Expenditures	2020/2021 Department Request	2020/2021 Proposed Budget
<b>Div 14 Parking Services 001-2517-545</b>					
Department Summary					
Personnel Services	-	-	-	-	149,622
Operating Expenses	-	-	-	-	76,106
Capital Outlay	-	-	-	-	35,700
Nonoperating Expenses	-	-	-	-	5,000
<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 266,428</b>
<b>Estimated As % Of Budget</b>			<b>0%</b>		
12-10 Regular Salaries/wages	-	-	-	-	100,000
12-20 Holiday Pay	-	-	-	-	5,000
14-10 Overtime	-	-	-	-	5,500
15-12 Cell Phone Allowance	-	-	-	-	504
15-20 Shoe Allowance	-	-	-	-	740
21-10 Employer Fica	-	-	-	-	7,745
22-10 General Employees Pension	-	-	-	-	-
23-10 Life Insurance	-	-	-	-	38
23-20 Disability Insurance	-	-	-	-	396
23-30 Health Insurance	-	-	-	-	25,235
23-32 Cigna Hsa	-	-	-	-	-
23-34 HSA	-	-	-	-	3,000
23-40 Dental Insurance	-	-	-	-	1,310
23-50 Vision Insurance	-	-	-	-	154
<b>Sub-total Personnel Services</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 149,622</b>
40-12 Business Meetings	-	-	-	-	2,500
41-15 Cellular Phone/Beeper	-	-	-	-	2,400
43-10 Electric Service	-	-	-	-	2,000
43-20 Water/Sewer Service	-	-	-	-	1,000
44-31 Copy Machine Rental	-	-	-	-	1,000
46-30 Vehicle Maint.-Garage	-	-	-	-	5,000
46-91 Software Maintenance	-	-	-	-	46,986
49-10 Warehouse Service Chg.	-	-	-	-	250
51-10 Office Supplies	-	-	-	-	1,800
52-01 Supplies	-	-	-	-	7,500
52-20 Opr Equipment<\$750	-	-	-	-	500
52-22 Uniforms	-	-	-	-	1,500
52-23 Safety Clothing/Equip	-	-	-	-	500
54-10 Books And Publications	-	-	-	-	170
54-20 Memberships	-	-	-	-	500
54-30 Training	-	-	-	-	2,500
<b>Sub- Total Operating Expenses</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 76,106</b>
64-02 General Equipment	-	-	-	-	4,000
64-14 Computer Software	-	-	-	-	21,600
64-15 Computer Equipment	-	-	-	-	6,000
64-16 Furniture & Fixtures	-	-	-	-	4,100
66-99 New Personnel/capital	-	-	-	-	-
<b>Sub- Total Capital Outlay</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 35,700</b>
<b>Subtotal</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 261,428</b>
91-30 Transfer/veh. Srv. Fund	-	-	-	-	5,000
<b>Department Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 266,428</b>



## ORGANIZATIONAL CHART

DEPARTMENT: **Public Works**  
DIVISION: **Facilities Management**

FUND: **001**  
DEPT. NO.: **2511**



## PERSONNEL ALLOCATION

DEPARTMENT: Public Works  
DIVISION: Facilities Management

FUND: 001  
DEPT. NO.: 2511

Position Title	Position Number	Pay Grade	2018-19 Actual	2019-20 Actual	2020-21 Inc/(Dec)	2020-21 Requested	2020-21 Proposed
<b>Full-Time Positions:</b>							
Manager, Infrastructure Maintenance	52049	29	1.0	1.0	-	1.0	1.0
Crew Supervisor	82250	17	1.0	1.0	-	1.0	1.0
Project Supervisor, Public Works	52039	23	1.0	1.0	-	1.0	1.0
Electrician, Master	81230	18	1.0	1.0	-	1.0	1.0
Building Maintenance Mechanic, Sr	81211	12	2.0	2.0	-	2.0	2.0
Building Maintenance Mechanic	81201	9	5.0	5.0	-	5.0	5.0
<b>Total Personnel:</b>			11.0	11.0	-	11.0	11.0



## DETAIL EXPENDITURES

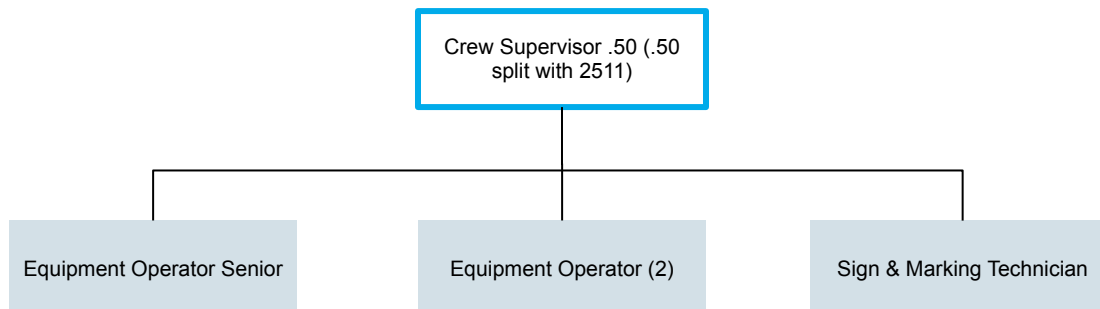
Account	2018/2019 Actual Expense	2019/2020 Current Budget	2019/2020 Estimated Expenditures	2020/2021 Department Request	2020/2021 Proposed Budget
<b>Div 11 Facilities Mgmt 001-2511-519</b>					
Department Summary					
Personnel Services	782,100	870,378	735,363	954,426	892,957
Operating Expenses	968,760	1,257,862	1,270,610	1,637,953	1,498,830
Capital Outlay	16,109	36,161	19,500	31,900	31,900
Nonoperating Expenses	30,706	34,501	34,501	39,093	39,093
<b>Total</b>	<b>\$ 1,797,675</b>	<b>\$ 2,198,902</b>	<b>\$ 2,059,974</b>	<b>\$ 2,663,372</b>	<b>\$ 2,462,780</b>
<b>Estimated As % Of Budget</b>			<b>93.7%</b>		
12-10 Regular Salaries/wages	471,424	568,984	455,000	576,078	576,078
12-20 Holiday Pay	-	-	-	-	-
14-10 Overtime	6,946	7,000	7,000	7,000	7,000
15-12 Cell Phone Allowance	-	-	756	1,008	1,008
15-13 Shoe Allowance	885	1,480	1,033	1,479	1,479
19-99 New Personnel/Reclass	-	-	-	72,954	-
21-10 Employer Fica	35,829	41,461	35,000	40,636	41,077
22-10 General Employees Pension	180,680	159,654	159,654	155,081	155,081
23-10 Life Insurance	302	381	226	564	239
23-20 Disability Insurance	3,080	2,119	3,500	2,077	2,100
23-30 Health Insurance	72,834	84,119	61,000	84,119	92,530
23-32 Cigna Hsa	-	-	-	-	-
23-34 HSA	6,125	-	7,854	8,250	11,000
23-40 Dental Insurance	3,567	4,616	3,900	4,616	4,801
23-50 Vision Insurance	428	564	440	564	564
<b>Sub-total Personnel Services</b>	<b>\$ 782,100</b>	<b>\$ 870,378</b>	<b>\$ 735,363</b>	<b>\$ 954,426</b>	<b>\$ 892,957</b>
34-10 Janitorial Services	217,572	295,800	300,000	300,000	300,000
41-15 Cellular Phone/beeper	6,996	7,320	8,040	5,400	6,800
43-10 Electric Service	3,606	3,000	2,200	3,000	3,000
43-20 Water/sewer Service	3,052	3,400	4,000	3,400	3,100
44-30 Equipment Rental	565	4,000	1,000	4,000	1,747
44-31 Copy Machine Rental	2,090	1,800	2,000	1,800	1,530
46-10 Building Repairs	52,302	70,000	70,000	70,000	60,000
46-20 Equipment Maintenance	46	-	400	-	-
46-25 Mechanical Repairs	167,228	180,000	180,000	180,000	180,000
46-30 Vehicle Maint. - Garage	49,705	26,882	27,000	32,193	32,193
46-91 Software Maintenance	-	-	-	51,067	51,067
49-09 Self Insurance Chgs (W/c)	44,161	48,420	48,420	51,151	51,151
49-10 Warehouse Service Chg	5,006	5,251	5,251	10,952	10,952
49-17 Other Contractual Svcs	225,704	442,614	453,914	752,700	650,000
49-41 Licenses, Fees & Permits	825	500	500	1,100	1,100
51-10 Office Supplies	570	500	500	500	500
52-20 Opr Equipment <\$750	24	825	825	500	500
52-22 Uniforms	3,596	2,750	2,750	2,750	2,750
52-23 Safety Clothing/equip.	2,891	2,000	2,000	2,000	2,000
52-24 Bldg Supplies/materials	172,798	150,000	150,000	150,000	125,000
52-25 Janitor Supplies	2,436	5,000	5,000	5,000	5,000
52-27 Hardware/tools	6,475	4,500	4,500	4,500	4,500
52-78 First Aid Supplies	12	-	10	-	-
54-20 Memberships	-	300	300	300	300
54-30 Training	1,100	3,000	2,000	5,640	5,640
<b>Sub- Total Operating Expenses</b>	<b>\$ 968,760</b>	<b>\$ 1,257,862</b>	<b>\$ 1,270,610</b>	<b>\$ 1,637,953</b>	<b>\$ 1,498,830</b>
64-02 General Equipment	4,456	9,261	5,000	3,700	3,700
64-14 Computer Software	-	-	-	15,500	15,500
64-16 Computer Equipment	1,659	14,900	2,500	3,600	3,600
64-21 Maintenance Equipment	9,994	12,000	12,000	9,100	9,100
<b>Sub- Total Capital Outlay</b>	<b>\$ 16,109</b>	<b>\$ 36,161</b>	<b>\$ 19,500</b>	<b>\$ 31,900</b>	<b>\$ 31,900</b>
<b>Subtotal</b>	<b>\$ 1,766,969</b>	<b>\$ 2,164,401</b>	<b>\$ 2,025,473</b>	<b>\$ 2,624,279</b>	<b>\$ 2,423,687</b>
91-30 Transfer/veh. Srv. Fund	30,706	34,501	34,501	39,093	39,093
<b>Department Total</b>	<b>\$ 1,797,675</b>	<b>\$ 2,198,902</b>	<b>\$ 2,059,974</b>	<b>\$ 2,663,372</b>	<b>\$ 2,462,780</b>



## ORGANIZATIONAL CHART

DEPARTMENT: **Public Works**  
DIVISION: **Streets Maintenance**

FUND: **001**  
DEPT. NO.: **2512**



## PERSONNEL ALLOCATION

<b>DEPARTMENT: Public Works</b>	<b>FUND: 001</b>
<b>DIVISION: Streets Maintenance</b>	<b>DEPT. NO.: 2512</b>

Position Title	Position Number	Pay Grade	2018-19 Actual	2019-20 Actual	2020-21 Inc/(Dec)	2020-21 Requested	2020-21 Proposed
<b>Full-Time Positions:</b>							
Crew Supervisor	82250	17	1.0	1.0	-	1.0	1.0
Equipment Operator, Senior	81251	10	1.0	1.0	-	1.0	1.0
Equipment Operator	81241	8	2.0	1.0	-	1.0	1.0
Sign & Marking Technician	81341	8	1.0	1.0	-	1.0	1.0
<b>Total Personnel:</b>			5.0	4.0	-	4.0	4.0



## DETAIL EXPENDITURES

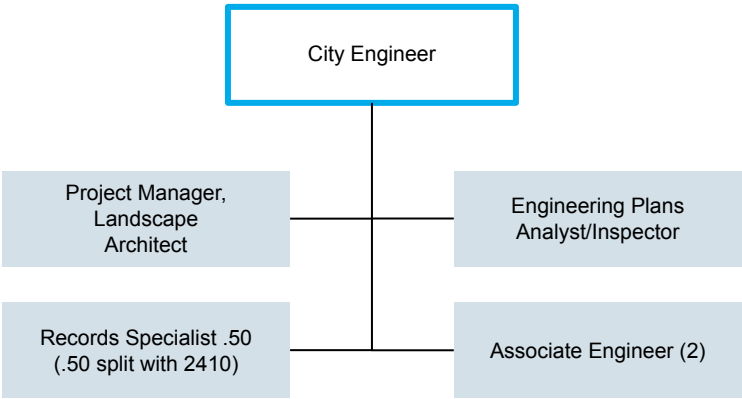
Account		2018/2019 Actual Expense	2019/2020 Current Budget	2019/2020 Estimated Expenditures	2020/2021 Department Request	2020/2021 Proposed Budget
Div 12 Streets Maintenance 001-2512-541						
Department Summary						
Personnel Services		273,236	272,998	243,854	284,843	288,413
Operating Expenses		804,638	885,901	802,398	1,008,169	964,904
Capital Outlay		9,862	68,000	56,000	15,000	15,000
Nonoperating Expenses		78,686	33,731	33,731	33,041	33,041
Total		\$ 1,166,422	\$ 1,260,630	\$ 1,135,983	\$ 1,341,053	\$ 1,301,358
Estimated As % Of Budget				90.1%		
12-10	Regular Salaries/wages	162,066	173,157	148,000	179,208	179,208
12-20	Holiday pay	-	-	-	-	-
14-10	Overtime	11,651	6,000	6,000	6,000	6,000
15-13	Shoe Allowance	295	592	450	591	591
21-10	Employer Fica	12,436	13,619	12,000	12,990	12,462
22-10	General Employees Pension	55,606	46,411	46,411	49,867	49,867
23-10	Life Insurance	39	50	53	50	50
23-20	Disability Insurance	992	696	890	664	637
23-30	Health Insurance	26,241	30,589	26,000	30,589	33,647
23-32	Cigna Hsa	-	-	-	-	-
23-34	HSA	2,500	-	2,250	3,000	4,000
23-40	Dental Insurance	1,259	1,679	1,600	1,679	1,746
23-50	Vision Insurance	151	205	200	205	205
Sub-total Personnel Services		\$ 273,236	\$ 272,998	\$ 243,854	\$ 284,843	\$ 288,413
41-15	Cellular Phone/beeper	1,345	2,400	2,400	2,400	1,910
43-10	Electric Service	1,976	1,500	1,100	1,500	1,500
43-11	Street Lighting	666,677	668,000	575,000	758,000	740,000
43-40	Fuel/propane	-	-	-	-	-
44-11	Fec Railroad Lease	29,761	74,625	74,625	74,625	74,625
44-30	Equipment Rental	-	-	-	-	-
44-31	Copy Machine Rental	665	700	700	700	625
46-20	Equipment Maintenance	-	-	-	-	-
46-30	Vehicle Maint. - Garage	39,574	44,703	35,000	42,216	42,216
46-91	Software Maintenance	-	-	-	388	388
49-09	Self Insurance Chgs (W/c)	16,260	17,739	17,739	18,864	18,864
49-10	Warehouse Service Chg.	4,710	4,934	4,934	6,176	6,176
49-17	Other Contractual Svcs	-	6,000	25,000	25,000	10,000
51-10	Office Supplies	308	300	300	300	300
52-20	Opr. Equipment <\$750.	376	500	300	500	500
52-22	Uniforms	706	1,000	800	1,000	1,000
52-23	Safety Clothing/equip.	278	500	500	500	500
52-27	Hardware/tools	63	1,500	2,500	1,500	1,500
52-75	Equip. Parts/supplies	454	1,500	1,500	1,500	1,500
53-10	St. Repair & Maint. Suppl	21,680	30,000	30,000	30,000	30,000
53-11	Traffic/street Signs	19,805	29,500	29,500	39,700	30,000
54-30	Training	-	500	500	3,300	3,300
Sub- Total Operating Expenses		\$ 804,638	\$ 885,901	\$ 802,398	\$ 1,008,169	\$ 964,904
63-06	Signs	-	-	-	-	-
64-02	General Equipment	9,862	68,000	56,000	15,000	15,000
Sub- Total Capital Outlay		\$ 9,862	\$ 68,000	\$ 56,000	\$ 15,000	\$ 15,000
Subtotal		\$ 1,087,736	\$ 1,226,899	\$ 1,102,252	\$ 1,308,012	\$ 1,268,317
91-30	Transfer/veh. Srv. Fund	\$ 78,686	\$ 33,731	\$ 33,731	\$ 33,041	\$ 33,041
Department Total		\$ 1,166,422	\$ 1,260,630	\$ 1,135,983	\$ 1,341,053	\$ 1,301,358





ORGANIZATIONAL CHART

DEPARTMENT: <b>Public Works</b>	FUND: <b>001</b>
DIVISION: <b>Engineering</b>	DEPT. NO.: <b>2413</b>



## PERSONNEL ALLOCATION

DEPARTMENT: **Public Works**  
DIVISION: **Engineering**

FUND: **001**  
DEPT. NO.: **2413**

Position Title	Position Number	Pay Grade	2018-19 Actual	2019-20 Actual	2020-21 Inc/(Dec)	2020-21 Requested	2020-21 Proposed
<b>Full-Time Positions:</b>							
City Engineer	70169	34	1.0	1.0	-	1.0	1.0
Project Manager, Landscape Architect	70189	26	1.0	1.0	-	1.0	1.0
Engineering Plans Analyst/Inspector	70262	18	1.0	1.0	-	1.0	1.0
Associate Engineer	70219	24	2.0	2.0	-	2.0	2.0
Records Specialist **	21020	10	0.4	0.4	-	0.4	0.4
<b>Total Personnel:</b>			5.4	5.4	-	5.4	5.4

\*\* 50% Funded in Development



## DETAIL EXPENDITURES

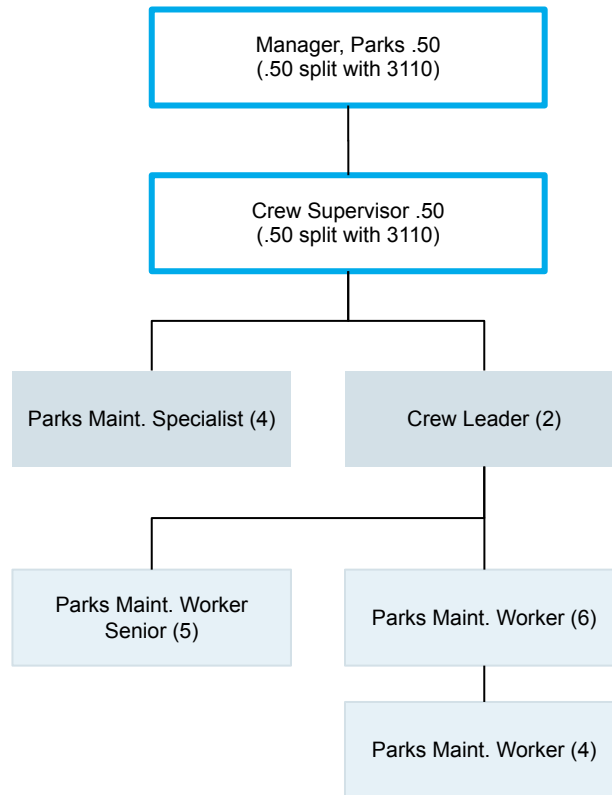
Account Description	2018/2019 Actual Expense	2019/2020 Amended Budget	2019/2020 Estimated Expenditures	2020/2021 Department Request	2020/2021 Proposed Budget
<b>Div 13 Engineering 001-2413-524</b>					
Department Summary					
Personnel Services	549,871	589,922	519,337	590,736	600,231
Operating Expenses	38,070	177,679	168,018	188,524	143,064
Capital Outlay	6,138	3,800	3,000	6,000	6,000
Nonoperating Expenses	4,697	4,918	-	2,496	2,496
<b>Total</b>	<b>\$ 598,776</b>	<b>\$ 776,319</b>	<b>\$ 690,355</b>	<b>\$ 787,756</b>	<b>\$ 751,791</b>
<b>Estimated As % Of Budget</b>			<b>88.9%</b>		
12-10 Regular Salaries/wages	363,850	389,717	333,000	390,516	390,516
14-10 Overtime	17	300	-	-	-
15-12 Cell Phone Allowance	1,869	1,800	1,800	2,376	2,376
15-13 Shoe Allowance	148	740	148	740	740
15-20 Car Allowance	10,325	12,000	12,000	12,000	12,000
19-99 New Personnel/reclass	-	-	-	-	-
21-10 Employer Fica	27,046	29,301	25,000	29,027	29,995
22-10 General Employees Pension	102,307	110,039	110,039	109,343	109,343
23-10 Life Insurance	224	690	240	690	270
23-20 Disability Insurance	2,010	1,498	2,400	1,404	1,533
23-30 Health Insurance	35,896	41,294	29,000	38,236	45,424
23-32 Cigna Hsa	-	-	-	-	-
23-34 HSA	4,150	-	3,750	4,050	5,400
23-40 Dental Insurance	1,811	2,267	1,750	2,098	2,357
23-50 Vision Insurance	218	276	210	256	277
<b>Sub-total Personnel Services</b>	<b>\$ 549,871</b>	<b>\$ 589,922</b>	<b>\$ 519,337</b>	<b>\$ 590,736</b>	<b>\$ 600,231</b>
31-90 Other Professional Svcs	11,873	40,000	50,000	55,000	30,000
40-10 Mileage Reimbursement	-	20	-	-	-
41-15 Cellular Phone/beeper	-	-	-	360	-
44-31 Copy Machine Rental	-	-	-	-	400
46-30 Vehicle Maint. - Garage	1,904	9,192	3,000	5,247	5,247
46-91 Software Maintenance	207	4,500	4,500	2,882	2,882
47-20 Reproduction Services	-	-	-	-	-
49-09 Self Insurance Chgs (W/c)	21,231	23,162	23,162	24,631	24,631
49-10 Warehouse Service Chg.	136	179	180	253	253
49-17 Other Contractual Svcs	-	93,200	80,000	95,500	75,000
51-10 Office Supplies	460	450	450	450	450
52-20 Opr Equipment <\$750	250	250	250	250	250
52-22 Uniforms	661	1,250	1,000	1,400	1,400
52-23 Safety Clothing/equip.	63	100	100	100	100
54-10 Books And Publications	-	500	500	100	100
54-20 Memberships	275	1,376	1,376	851	851
54-30 Training	1,010	3,500	3,500	1,500	1,500
<b>Sub- Total Operating Expenses</b>	<b>\$ 38,070</b>	<b>\$ 177,679</b>	<b>\$ 168,018</b>	<b>\$ 188,524</b>	<b>\$ 143,064</b>
64-02 General equipment	-	3,300	3,000	-	-
64-16 Furniture & Fixtures	-	500	-	-	-
64-15 Computer equipment	1,148	-	-	6,000	6,000
64-14 Computer software	4,990	-	-	-	-
64-16 Vehicle Purchases	-	-	-	-	-
<b>Sub- Total Capital Outlay</b>	<b>\$ 6,138</b>	<b>\$ 3,800</b>	<b>\$ 3,000</b>	<b>\$ 6,000</b>	<b>\$ 6,000</b>
<b>Subtotal</b>	<b>\$ 594,079</b>	<b>\$ 771,401</b>	<b>\$ 690,355</b>	<b>\$ 785,260</b>	<b>\$ 749,295</b>
91-30 Transfer/veh. Srv. Fund	4,697	4,918	-	2,496	2,496
<b>Department Total</b>	<b>\$ 598,776</b>	<b>\$ 776,319</b>	<b>\$ 690,355</b>	<b>\$ 787,756</b>	<b>\$ 751,791</b>



## ORGANIZATIONAL CHART

DEPARTMENT: Public Works  
DIVISION: Parks & Grounds

FUND: 001  
DEPT. NO.: 2730



## PERSONNEL ALLOCATION

DEPARTMENT: Public Works  
DIVISION: Parks & Grounds

FUND: 001  
DEPT. NO.: 2730

Position Title	Position Number	Pay Grade	2018-19 Actual	2019-20 Actual	2020-21 Inc/(Dec)	2020-21 Requested	2020-21 Proposed
<b>Full-Time Positions:</b>							
Manager, Parks	62059	26	0.5	1.0	-	1.0	1.0
Crew Supervisor**	82250	17	0.5	1.0	-	1.0	1.0
Arborist	81370	14	1.0	-	-	-	-
Parks Maintenance Specialist	81351	10	3.0	4.0	-	4.0	4.0
Crew Leader	82231	8	2.0	2.0	-	2.0	2.0
Parks Maintenance Worker, Senior	82311	7	5.0	4.0	-	4.0	4.0
Parks Maintenance Worker	82301	6	6.0	7.0	4.0	11.0	11.0
Sub-total for Full-time Positions			18.0	19.0	4.0	23.0	23.0
<b>Part-Time Positions:</b>							
Parks Maint. Wkr - (.50 FTE***)	82307	6	2.3	2.3	(2.3)	-	-
Sub-total for Part-time Positions							
<b>Total Personnel:</b>			20.3	21.3	1.8	23.0	23.0

\*\* 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.



## DETAIL EXPENDITURES

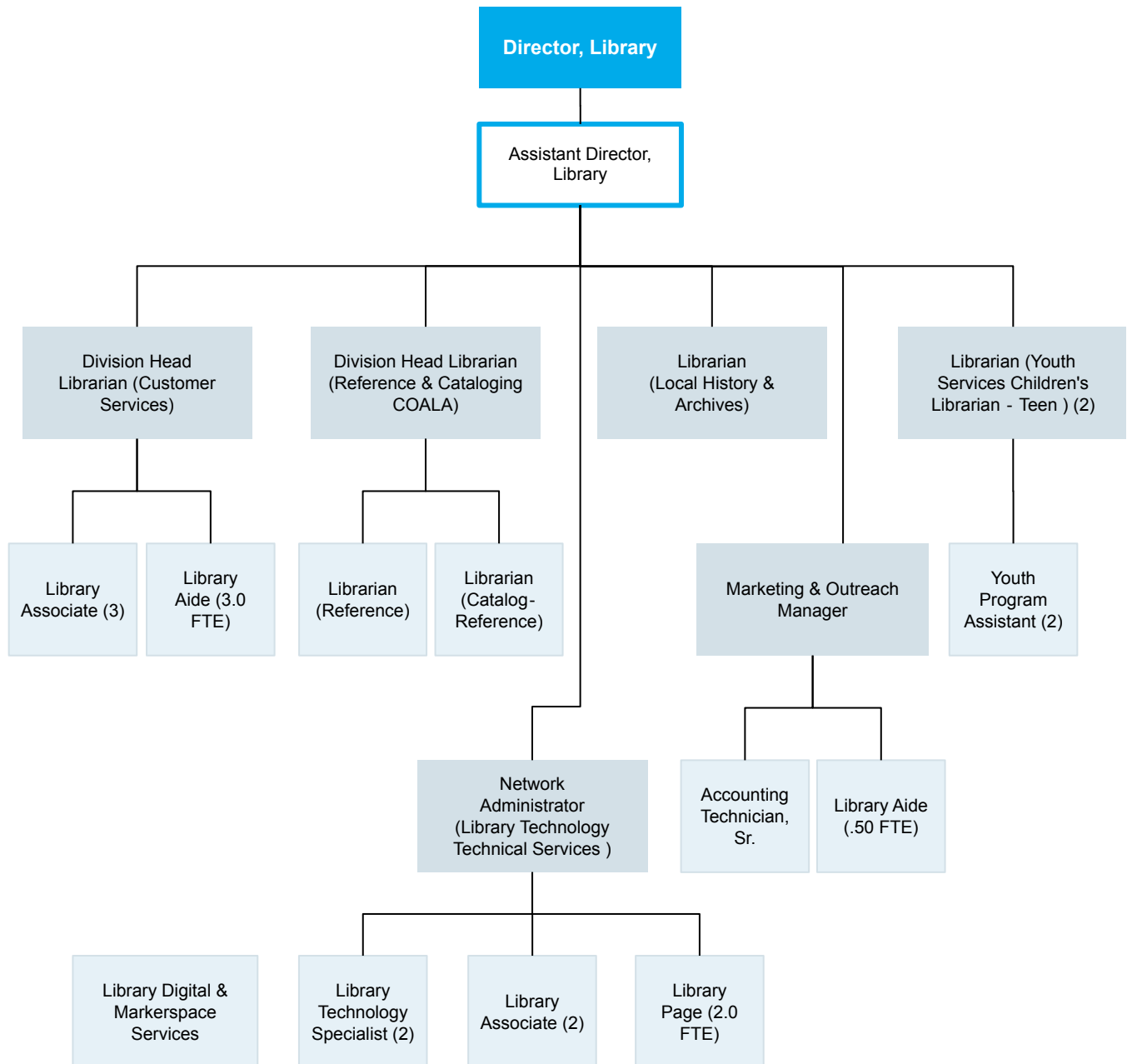
Account	2018/2019 Actual Expense	2019/2020 Amended Budget	2019/2020 Estimated Expenditures	2020/2021 Department Request	2020/2021 Proposed Budget
<b>Div 30 Parks &amp; Grounds 001-2730-572</b>					
Department Summary					
Personnel Services	989,627	1,153,474	1,080,969	1,467,944	1,302,261
Operating Expenses	2,077,386	2,091,378	2,212,469	2,438,430	2,091,605
Capital Outlay	1,883	18,500	15,000	88,000	53,500
Nonoperating Expenses	73,487	73,118	73,118	93,712	93,712
<b>Total</b>	<b>\$ 3,142,383</b>	<b>\$ 3,336,470</b>	<b>\$ 3,381,556</b>	<b>\$ 4,088,086</b>	<b>\$ 3,541,078</b>
<b>Estimated As % Of Budget</b>			<b>101.4%</b>		
12-10 Regular Salaries/wages	620,290	773,007	710,000	809,003	809,003
12-20 Holiday Pay	-	235	-	-	-
14-10 Overtime	14,062	10,000	10,000	10,000	10,000
15-13 Shoe Allowance	1,918	2,812	2,508	2,812	2,812
19-99 New Personnel	-	-	-	242,000	45,765
21-10 Employer Fica	45,723	49,829	49,829	53,481	61,422
22-10 General Employees Pension	169,117	159,885	159,885	182,044	182,044
23-10 Life Insurance	413	331	310	214	239
23-20 Disability Insurance	2,134	2,638	5,400	2,733	2,885
23-30 Health Insurance	118,858	132,122	121,000	143,001	159,825
23-32 Cigna Hsa	-	-	-	-	-
23-34 HSA	10,375	14,084	13,937	14,250	19,000
23-40 Dental Insurance	6,015	7,616	7,200	7,491	8,292
23-50 Vision Insurance	722	915	900	915	974
<b>Sub-total Personnel Services</b>	<b>\$ 989,627</b>	<b>\$ 1,153,474</b>	<b>\$ 1,080,969</b>	<b>\$ 1,467,944</b>	<b>\$ 1,302,261</b>
40-12 Business Meetings	-	-	-	-	-
41-15 Cellular Phone/beeper	7,802	8,400	8,400	8,400	7,620
43-10 Electric Service	60,285	36,000	64,000	36,000	60,000
43-20 Water/Sewer Service	394,978	275,000	371,000	275,000	275,000
44-30 Equipment Rental	-	50	-	-	-
44-31 Copy Machine Rental	384	900	900	900	675
46-20 Equipment Maintenance	-	4,000	4,000	24,000	14,000
46-30 Vehicle Maint. - Garage	120,254	77,011	77,011	85,979	85,979
46-45 Irrigation Maint/supplies	19,449	20,000	20,000	26,500	26,500
46-91 Software Maintenance	-	-	-	2,037	2,037
46-98 Grounds Maintenance	1,206,474	1,375,000	1,375,000	182,000	182,000
49-09 Self Insurance Chgs (W/c)	61,035	63,576	63,576	69,694	69,694
49-10 Warehouse Service Chg	5,749	4,762	4,762	5,721	5,721
49-17 Other Contractual Svcs	147,584	163,500	163,500	1,650,000	1,300,000
51-10 Office Supplies	903	800	800	800	500
52-01 Supplies	1,981	1,300	1,300	1,300	1,300
52-20 Opr Equipment <\$750	769	1,500	1,000	1,500	1,500
52-21 Chemicals	1,556	2,500	2,000	11,520	10,000
52-22 Uniforms	3,607	5,500	5,500	5,500	5,500
52-23 Safety Clothing/equip	941	2,000	2,000	2,000	1,000
52-26 Gardening Supplies	39,086	42,000	42,000	42,000	35,000
52-27 Hardware/tools	163	400	400	400	400
52-75 Equip. Parts/supplies	4,351	5,000	5,000	5,000	5,000
54-10 Books-publications-videos	-	100	-	100	100
54-20 Memberships	35	320	320	320	320
54-30 Training	-	1,759	-	1,759	1,759
<b>Sub- Total Operating Expenses</b>	<b>\$ 2,077,386</b>	<b>\$ 2,091,378</b>	<b>\$ 2,212,469</b>	<b>\$ 2,438,430</b>	<b>\$ 2,091,605</b>
63-05 Parks Improvements	-	3,500	-	3,500	3,500
64-02 General Equipment	1,883	15,000	15,000	84,500	50,000
<b>Sub- Total Capital Outlay</b>	<b>\$ 1,883</b>	<b>\$ 18,500</b>	<b>\$ 15,000</b>	<b>\$ 88,000</b>	<b>\$ 53,500</b>
<b>Subtotal</b>	<b>\$ 3,068,896</b>	<b>\$ 3,263,352</b>	<b>\$ 3,308,438</b>	<b>\$ 3,994,374</b>	<b>\$ 3,447,366</b>
91-30 Transfer To Veh Srv Fund	\$ 73,487	\$ 73,118	\$ 73,118	\$ 93,712	\$ 93,712
<b>Department Total</b>	<b>\$ 3,142,383</b>	<b>\$ 3,336,470</b>	<b>\$ 3,381,556</b>	<b>\$ 4,088,086</b>	<b>\$ 3,541,078</b>



## ORGANIZATIONAL CHART

DEPARTMENT: **Library**  
DIVISION:

FUND: **001**  
DEPT. NO.: **2610**



## PERSONNEL ALLOCATION

DEPARTMENT: Library  
DIVISION:

FUND: 001  
DEPT. NO.: 2610

Position Title	Position Number	Pay Grade	2018-19 Actual	2019-20 Actual	2020-21 Inc/(Dec)	2020-21 Requested	2020-21 Proposed
<b>Full-Time Positions:</b>							
Director, Library	30019	39	1.0	1.0	-	1.0	1.0
Assistant Director, Library	30029	32	1.0	1.0	-	1.0	1.0
Division Head Librarian	30039	23	2.0	2.0	-	2.0	2.0
Library Information Technology Manager	30079	22	1.0	1.0	-	1.0	1.0
Librarian	30059	18	5.0	5.0	-	5.0	5.0
Accounting Technician, Senior	04190	13	1.0	1.0	-	1.0	1.0
Library Digital & Makerspace Services		20	-	1.0	-	1.0	1.0
Library Technology Specialist	30240	12	2.0	2.0	-	2.0	2.0
Library							
Programming/Community Relations							
Coordinator	30109	20	1.0	1.0	-	1.0	1.0
Youth Program Assistant	30230	10	2.0	2.0	-	2.0	2.0
Library Associate	30202	10	5.0	5.0	-	5.0	5.0
Sub-total for Full-time Positions			21.0	22.0	-	22.0	22.0
<b>Part-Time Positions (FTE):</b>							
Library Aide (7,280 hours)	30217	8	3.5	3.5	-	3.5	3.5
Library Page (4,160 hours)	30227	3	2.0	2.0	-	2.0	2.0
Sub-total for Part-time Positions			5.5	5.5	-	5.5	5.5
<b>Total Personnel:</b>			26.5	27.5	-	27.5	27.5





## DETAIL EXPENDITURES

Account	2018/2019 Actual Expense	2019/2020 Amended Budget	2019/2020 Estimated Expenditures	2020/2021 Department Request	2020/2021 Proposed Budget
<b>Div 10 Library 001-2610-571</b>					
Department Summary					
Personnel Services	1,810,699	2,166,258	2,095,241	2,150,606	2,141,664
Operating Expenses	146,527	263,123	167,804	270,119	252,613
Capital Outlay	175,416	170,000	170,000	180,000	130,000
Nonoperating Expenses	-	-	-	-	-
<b>Total</b>	<b>\$ 2,132,642</b>	<b>\$ 2,599,381</b>	<b>\$ 2,433,045</b>	<b>\$ 2,600,725</b>	<b>\$ 2,524,277</b>
<b>Estimated As % Of Budget</b>			<b>93.6%</b>		
12-10 Regular Salaries/wages	1,176,702	1,368,554	1,297,285	1,398,604	1,398,604
14-10 Overtime	45,738	59,043	59,043	61,405	61,405
15-12 Cell Phone Allowance	1,739	1,512	1,764	2,016	2,016
19-99 New Personnel/reclass	-	87,983	87,983	16,245	-
21-10 Employer Fica	85,816	99,841	99,841	107,147	109,067
22-10 General Employees Pension	314,902	357,329	357,329	347,252	347,252
23-10 Life Insurance	937	819	819	680	630
23-20 Disability Insurance	6,427	4,449	4,449	4,819	4,902
23-30 Health Insurance	152,744	160,590	160,590	185,060	185,060
23-32 Cigna Hsa	788	-	-	-	-
23-34 HSA	16,250	16,250	16,250	16,500	22,000
23-40 Dental Insurance	7,728	8,812	8,812	9,694	9,601
23-50 Vision Insurance	928	1,076	1,076	1,184	1,127
<b>Sub-total Personnel Services</b>	<b>\$ 1,810,699</b>	<b>\$ 2,166,258</b>	<b>\$ 2,095,241</b>	<b>\$ 2,150,606</b>	<b>\$ 2,141,664</b>
40-10 Mileage Reimbursement	246	700	700	350	350
40-12 Business Meetings	909	980	980	980	980
41-10 Telephone Services	712	1,314	473	1,000	1,000
41-11 Leased Lines	2,236	18,720	4,600	22,452	22,452
41-12 Postage	260	500	311	500	500
41-15 Cellular Phone/beeper	60	84	84	84	80
43-10 Electric Service	27,237	90,000	19,014	65,000	57,000
43-20 Water/sewer Service	1,878	3,900	3,900	3,900	2,500
44-30 Equipment Rental	1,359	1,360	1,360	1,360	1,250
44-31 Copy Machine Rental	3,724	5,742	5,515	5,742	4,500
46-20 Equipment Maintenance	4,314	13,800	11,560	40,802	40,802
46-22 Computer Maintenance	9,109	11,600	11,600	17,937	17,937
46-30 Vehicle Maint. - Garage	2,106	-	-	1,529	1,529
47-10 Printing & Binding	387	500	500	500	500
49-09 Self Insurance Chgs (W/c)	3,456	3,771	3,771	4,008	4,008
49-10 Warehouse Service Chg.	2,289	1,921	1,921	1,664	1,664
49-14 Credit Card Fees	504	850	592	850	-
49-17 Other Contractual Svcs	26,864	34,590	34,590	29,170	29,170
49-80 C.o.a.l.a.	24,359	23,765	23,765	23,140	23,140
51-10 Office Supplies	4,946	5,500	5,500	5,500	5,500
51-25 Computer Sftwre <\$750	3,548	3,970	3,970	3,985	3,985
52-01 Supplies	7,636	13,900	7,332	13,900	10,000
52-72 Library Supplies	5,000	12,000	12,000	12,000	10,000
54-10 Books And Publications	11,709	11,833	11,833	11,833	11,833
54-20 Memberships	679	823	933	933	933
54-30 Training	1,000	1,000	1,000	1,000	1,000
<b>Sub- Total Operating Expenses</b>	<b>\$ 146,527</b>	<b>\$ 263,123</b>	<b>\$ 167,804</b>	<b>\$ 270,119</b>	<b>\$ 252,613</b>
64-15 Computer Equipment	5,416	-	-	-	-
66-01 Books	170,000	170,000	170,000	180,000	130,000
<b>Sub- Total Capital Outlay</b>	<b>\$ 175,416</b>	<b>\$ 170,000</b>	<b>\$ 170,000</b>	<b>\$ 180,000</b>	<b>\$ 130,000</b>
<b>Subtotal</b>	<b>\$ 2,132,642</b>	<b>\$ 2,599,381</b>	<b>\$ 2,433,045</b>	<b>\$ 2,600,725</b>	<b>\$ 2,524,277</b>
91-30 Transfer/veh. Srv. Fund	-	-	-	-	-
<b>Department Total</b>	<b>\$ 2,132,642</b>	<b>\$ 2,599,381</b>	<b>\$ 2,433,045</b>	<b>\$ 2,600,725</b>	<b>\$ 2,524,277</b>



## DETAIL EXPENDITURES

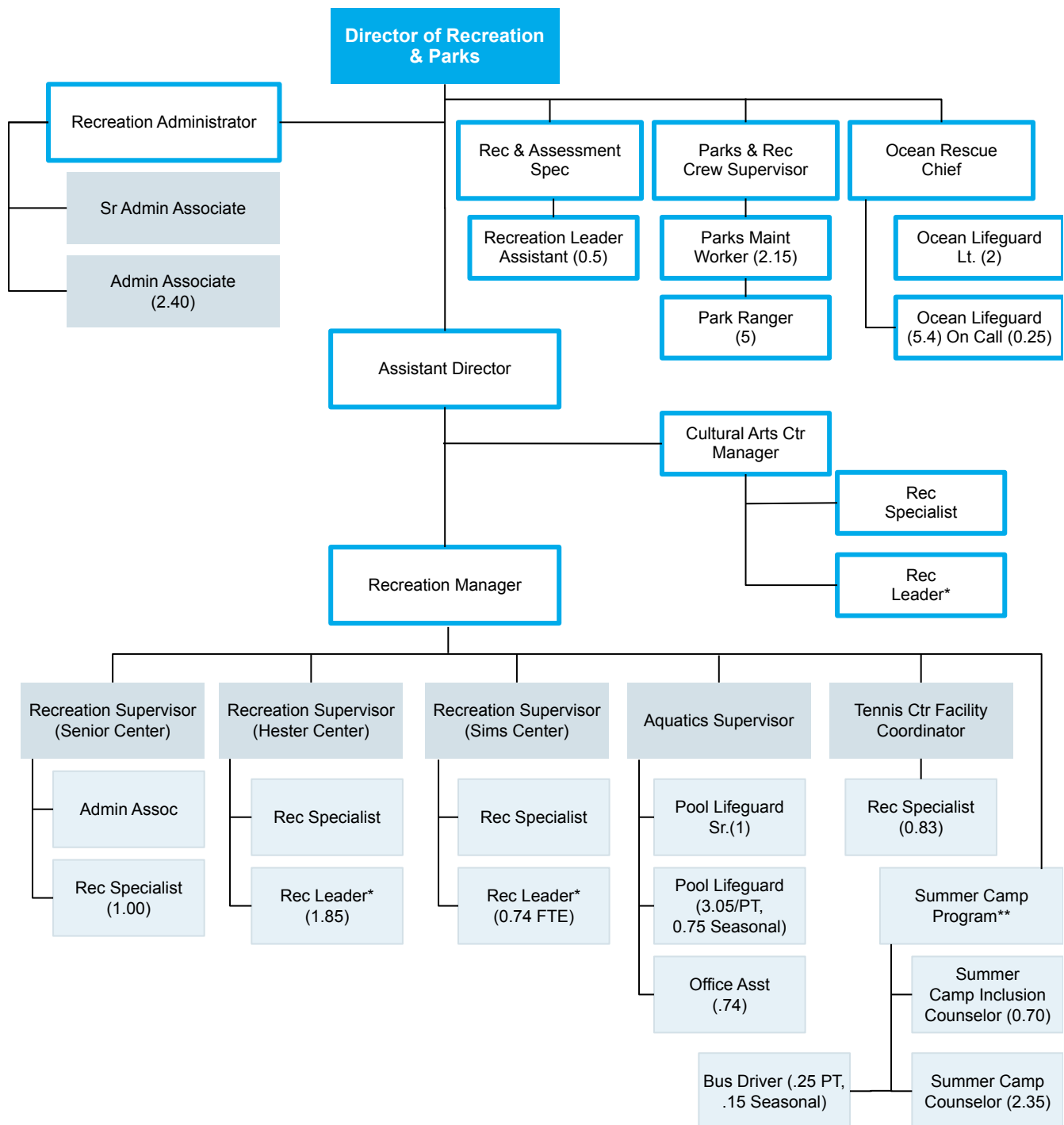
Account	2018/2019 Actual Expense	2019/2020 Amended Budget	2019/2020 Estimated Expenditures	2020/2021 Department Request	2020/2021 Proposed Budget
<b>Div 10 School House Museum 001-2612-571</b>					
Department Summary					
Personnel Services	-	-	-	-	-
Operating Expenses	308,606	386,428	375,724	389,361	382,233
Capital Outlay	-	-	-	-	-
Nonoperating Expenses	-	-	-	-	-
<b>Total</b>	<b>\$ 308,606</b>	<b>\$ 386,428</b>	<b>\$ 375,724</b>	<b>\$ 389,361</b>	<b>\$ 382,233</b>
<b>Estimated As % Of Budget</b>			<b>97.2%</b>		
12-10 Regular Salaries/wages	-	-	-	-	-
21-10 Employer Fica	-	-	-	-	-
<b>Sub-total Personnel Services</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
31-91 Staff Services	266,925	322,600	322,600	322,600	322,600
34-10 Janitorial Services	9,256	15,500	15,500	15,500	15,500
34-20 Pest Control Services	976	2,500	770	2,500	2,500
41-10 Telephone Services	523	500	500	500	500
43-10 Electric Service	15,595	23,000	12,000	23,000	16,000
43-20 Water/sewer Service	1,080	1,128	5,150	1,128	1,000
43-20 Building Repairs	-	1,996	-	2,500	2,500
46-20 Equipment Maintenance	3,212	7,000	7,000	9,000	9,000
49-08 Ins Chgs-auto/prop/liab	10,541	11,704	11,704	12,133	12,133
49-17 Other Contractual Svcs	498	500	500	500	500
<b>Sub- Total Operating Expenses</b>	<b>\$ 308,606</b>	<b>\$ 386,428</b>	<b>\$ 375,724</b>	<b>\$ 389,361</b>	<b>\$ 382,233</b>
<b>Sub- Total Capital Outlay</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Subtotal</b>	<b>\$ 308,606</b>	<b>\$ 386,428</b>	<b>\$ 375,724</b>	<b>\$ 389,361</b>	<b>\$ 382,233</b>
91-30 Transfer/veh. Srv. Fund	-	-	-	-	-
<b>Department Total</b>	<b>\$ 308,606</b>	<b>\$ 386,428</b>	<b>\$ 375,724</b>	<b>\$ 389,361</b>	<b>\$ 382,233</b>



## 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



## PERSONNEL ALLOCATION

DEPARTMENT: Recreation & Parks  
DIVISION: Recreation

FUND: 001  
DEPT. NO.: 2710

Position Title	Position Number	Pay Grade	2018-19 Actual	2019-20 Actual	2020-21 Inc/(Dec)	2020-21 Requested	2020-21 Proposed
<b>Full-Time Positions:</b>							
Director, Recreation & Parks	61019	39	1.0	1.0	-	1.0	1.0
Assistant Director, Recreation and Parks	61179	33	1.0	1.0	-	1.0	1.0
Events and Program Manager	61129	26	1.0	-	-	-	-
Recreation Manager	26	-	-	1.0	-	1.0	1.0
Recreation Administrator	61119	22	1.0	1.0	-	1.0	1.0
Parks & Recreation Crew Supervisor	61009	17	1.0	1.0	-	1.0	1.0
Aquatics Supervisor	61249	15	1.0	1.0	-	1.0	1.0
Ocean Rescue Chief	61109	20	1.0	1.0	-	1.0	1.0
Recreation Supervisor III	61139	18	1.0	-	-	-	-
Cultural Arts Center Manager	20	-	-	1.0	-	1.0	1.0
Recreation Supervisor	61039	14	3.0	3.0	-	3.0	3.0
Ocean Lifeguard Lieutenant	61261	13	2.0	2.0	-	2.0	2.0
Tennis Center Facility Coordinator	61260	12	1.0	1.0	-	1.0	1.0
Administrative Associate Sr.	00382	11	1.0	1.0	-	1.0	1.0
Administrative Associate	00370	10	-	2.0	-	2.0	2.0
Recreation & Assessment Specialist	61010	16	1.0	1.0	-	1.0	1.0
Recreation Specialist	61220	10	4.0	5.0	-	5.0	5.0
Ocean Lifeguard	61241	10	5.0	5.0	-	5.0	5.0
Park Ranger	61027	10	-	-	5.0	5.0	5.0
Pool Lifeguard, Senior	61217	11	0.7	0.7	0.3	1.0	1.0
Parks Maintenance Worker	82301	6	1.0	1.0	-	1.0	1.0
Sub-total for Full-time Positions			26.7	29.7	5.3	35.0	35.0
<b>Part-Time Positions (FTE):</b>							
Pool Lifeguard (Seasonal)	61228	8	0.8	0.8	-	0.8	0.8
Administrative Associate	00370	10	1.0	1.5	-	1.5	1.5
Office Assistant	00202	6	0.9	0.7	-	0.7	0.7
* <b>Pool Lifeguard</b>	61227	8	3.1	3.1	-	3.1	3.1
Recreation Specialist	61220	10	1.8	1.8	-	1.8	1.8
Parks Maintenance Worker	82307	6	1.2	1.2	-	1.2	1.2
Ocean Lifeguard (Part Time)	61277	10	0.4	0.4	-	0.4	0.4
Ocean Lifeguard On-Call	61251	10	0.3	0.3	-	0.3	0.3
Parking Attendant	61247	4	3.3	3.3	(3.3)	-	-
Park Ranger	61027	10	0.8	1.5	(1.5)	-	-
Summer Camp Inclusion Counselor	61278	5	-	0.7	-	0.7	0.7
Bus Driver	54207	8	-	0.1	-	0.1	0.1
Recreation Leader Assistant	-	-	-	-	0.5	0.5	0.5
* Recreation Leader	61231	5	4.1	5.0	-	5.0	5.0
Sub-total for Part-time Positions			17.4	20.2	(4.3)	15.8	15.8
<b>Part-Time and Seasonal Positions (FTE):</b>							
<b>Recreation Program Revenue Fund 2712</b>							
Recreation Leader	61231	5	3.5	-	-	-	-
Summer Day Camp Counselor	61278	5	3.1	2.4	-	2.4	2.4
Bus Driver	54207	8	1.4	0.3	-	0.3	0.3
Seasonal Bus Driver	8	8	0.1	0.1	-	0.1	0.1
Sub-total for Part-Time and Seasonal Positions			8.0	2.7	-	2.7	2.7
<b>Total Personnel:</b>			52.1	52.5	1.0	53.5	53.5

\* 50% funded in Recreation Program Fund 2712



## DETAIL EXPENDITURES

Account	2018/2019 Actual Expense	2019/2020 Amended Budget	2019/2020 Estimated Expenditures	2020/2021 Department Request	2020/2021 Proposed Budget
<b>Div 10 Recreation 001-2710-572</b>					
Department Summary					
Personnel Services	2,431,499	2,856,391	2,561,695	3,047,766	3,031,651
Operating Expenses	438,754	621,644	632,774	693,994	593,879
Capital Outlay	26,657	35,884	39,809	27,050	8,200
Nonoperating Expenses	40,684	41,538	41,538	47,312	47,312
<b>Total</b>	<b>\$ 2,937,594</b>	<b>\$ 3,555,457</b>	<b>\$ 3,275,816</b>	<b>\$ 3,816,122</b>	<b>\$ 3,681,042</b>
<b>Estimated As % Of Budget</b>			<b>92.1%</b>		
12-10 Regular Salaries/wages	1,711,134	1,931,111	1,942,780	2,016,012	2,016,012
12-20 Holiday Pay	7,190	9,000	9,000	9,000	9,000
14-10 Overtime	6,032	5,000	4,000	5,000	5,000
14-20 Reimbursable Wages	8,640	5,000	4,500	10,000	10,000
15-10 Clothing Allowance	1,033	1,035	1,033	1,035	1,035
15-12 Cell Phone Allowance	2,028	3,036	2,994	3,120	3,120
15-13 Shoe Allowance	148	-	-	-	-
15-20 Car Allowance	2,700	2,700	2,700	-	-
19-99 New Personnel/reclass	-	184,069	184,069	152,808	97,830
21-10 Employer Fica	128,476	139,871	146,276	154,543	167,147
22-10 General Employees Pension	333,441	344,336	34,436	427,615	427,615
23-10 Life Insurance	688	869	897	794	567
23-20 Disability Insurance	8,017	5,269	9,802	5,620	6,049
23-30 Health Insurance	192,011	191,179	181,910	227,119	244,134
23-32 Cigna Hsa	-	-	-	-	-
23-34 HSA	18,875	22,143	25,000	21,750	30,000
23-40 Dental Insurance	9,897	10,491	10,980	11,897	12,656
23-50 Vision Insurance	1,189	1,282	1,318	1,453	1,486
<b>Sub-total Personnel Services</b>	<b>\$ 2,431,499</b>	<b>\$ 2,856,391</b>	<b>\$ 2,561,695</b>	<b>\$ 3,047,766</b>	<b>\$ 3,031,651</b>
40-12 Mileage Reimbursement	190	500	500	500	500
40-12 Business Meetings	2,633	6,000	5,000	10,000	8,000
41-15 Cellular Phone/beeper	3,498	4,940	4,920	4,940	2,900
43-10 Electric Service	180,356	228,900	290,000	256,000	184,000
43-20 Water/sewer Service	20,789	32,200	23,000	32,200	21,000
43-21 District Energy Plant	-	-	-	25,000	25,000
44-31 Copy Machine Rental	6,785	8,600	7,275	10,000	8,800
46-20 Equipment Maintenance	10,072	6,000	6,000	8,700	7,000
46-30 Vehicle Maint. - Garage	25,577	37,828	25,000	29,429	29,429
46-92 Beach Maintenance	4,320	5,000	4,800	5,000	5,000
49-09 Self Insurance Chgs (W/c)	49,543	54,050	54,050	57,478	57,478
49-10 Warehouse Service Chg	2,463	2,529	2,529	2,957	2,957
49-14 Credit Card Fees	6,219	5,500	4,200	5,500	5,500
49-17 Other Contractual Svcs	65,174	143,752	140,000	146,000	146,000
51-10 Office Supplies	3,307	3,500	3,500	6,700	6,700
52-01 Supplies	17,155	11,000	6,000	17,000	12,000
52-20 Opr Equipment <\$750	13,600	33,550	25,000	38,000	35,000
52-21 Chemicals	11,982	13,750	13,500	13,800	13,800
52-22 Uniforms	5,534	7,500	7,500	8,500	7,500
52-23 Safety Clothing/equip	3,036	6,700	2,500	5,225	5,225
52-85 Food Supplies	224	500	-	800	800
54-20 Memberships	2,685	4,995	4,500	4,790	4,790
54-30 Training	3,612	4,350	3,000	5,475	4,500
59-99 New Personnel/supplies	-	-	-	-	-
<b>Sub- Total Operating Expenses</b>	<b>\$ 438,754</b>	<b>\$ 621,644</b>	<b>\$ 632,774</b>	<b>\$ 693,994</b>	<b>\$ 593,879</b>
62-01 Building Improvements	-	-	-	3,000	-
64-02 General Equipment	2,884	9,475	8,900	12,200	6,200
64-15 Computer Equipment	-	4,615	4,615	1,000	1,000
64-20 Communication Equip.	-	-	-	-	-
64-03 Recreation Equipment	23,773	-	-	-	-
64-16 Furniture & Fixtures	-	-	4,500	10,850	1,000
64-16 Vehicle Purchases	-	21,794	21,794	-	-
<b>Sub- Total Capital Outlay</b>	<b>\$ 26,657</b>	<b>\$ 35,884</b>	<b>\$ 39,809</b>	<b>\$ 27,050</b>	<b>\$ 8,200</b>
<b>Subtotal</b>	<b>\$ 2,896,910</b>	<b>\$ 3,513,919</b>	<b>\$ 3,234,278</b>	<b>\$ 3,768,810</b>	<b>\$ 3,633,730</b>
91-30 Transfer To Veh Srv Fund	40,684	41,538	41,538	47,312	47,312
<b>Department Total</b>	<b>\$ 2,937,594</b>	<b>\$ 3,555,457</b>	<b>\$ 3,275,816</b>	<b>\$ 3,816,122</b>	<b>\$ 3,681,042</b>



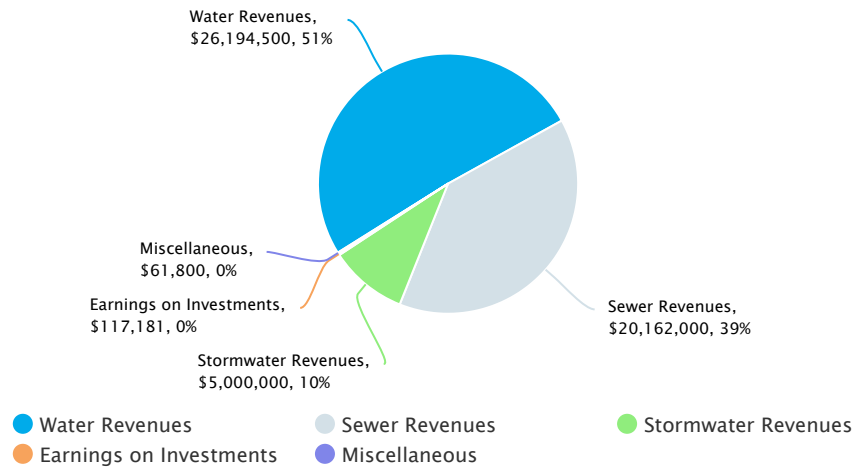


# Utility Fund

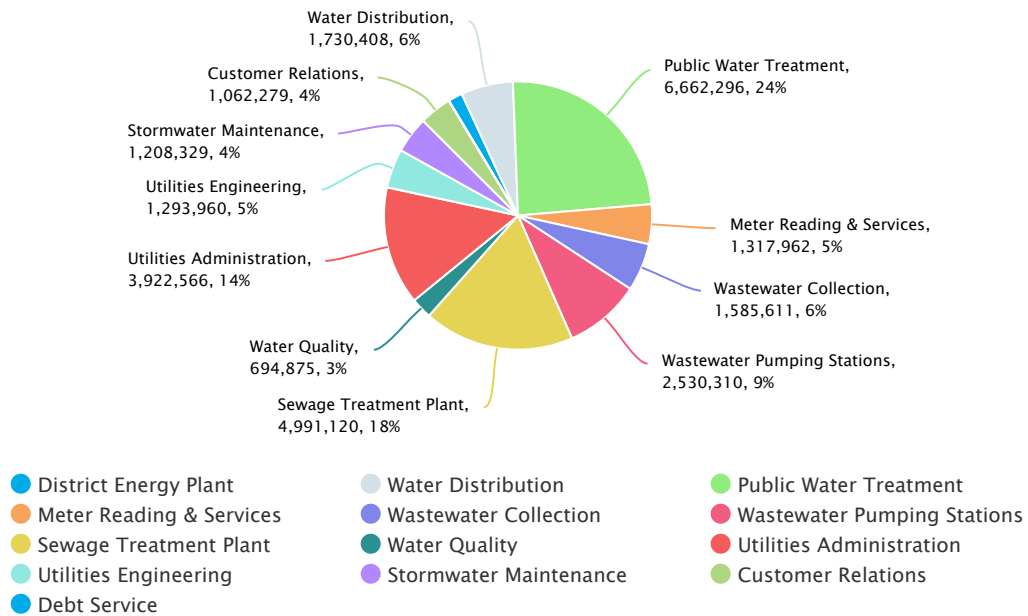
---

FY 2020-2021 Proposed Budget

### Utility FY 2019-20 Operating Revenues



### Utility FY 2019-20 Operating Expenditures



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

	2018-19	2019-20	2020-21
Utility Fund Statement of Operating Income	Actual	Amended	Proposed
<b>Operating Revenues:</b>			
Water Revenues	\$ 24,272,867	\$ 25,220,000	\$ 26,194,500
Sewer Revenues	19,607,887	20,212,000	20,162,000
Stormwater Revenues	4,222,041	4,500,000	5,000,000
Earnings on Investments	293,895	35,000	117,181
Miscellaneous	79,401	2,800	61,800
Total Operating Revenue:	48,476,091	49,969,800	51,535,481
<b>Operating Expenditures:</b>			
District Energy Plant	-	461,736	470,856
Water Distribution	769,488	1,692,102	1,730,408
Public Water Treatment	6,219,646	6,531,106	6,662,296
Meter Reading & Services	1,157,920	1,316,188	1,317,962
Wastewater Collection	1,371,475	1,528,850	1,585,611
Wastewater Pumping Stations	2,339,814	2,491,759	2,530,310
Sewage Treatment Plant	4,708,140	4,953,120	4,991,120
Water Quality	520,115	675,316	694,875
Utilities Administration	3,390,413	3,784,742	3,922,566
Utilities Engineering	1,340,052	1,386,843	1,293,960
Stormwater Maintenance	779,162	1,050,669	1,208,329
Customer Relations	1,189,961	1,121,708	1,062,279
Debt Service	10,450	9,000	9,000
Total Operating Expenditures:	23,796,636	27,003,139	27,479,572
<b>Operating Income:</b>	<b>\$ 24,679,455</b>	<b>\$ 22,966,661</b>	<b>\$ 24,055,909</b>
	2018-19	2019-20	2020-21
Utility Fund Statement of Changes in Net Assets	Actual	Amended	Proposed
<b>Operating Income:</b>	<b>\$ 24,679,455</b>	<b>\$ 22,966,661</b>	<b>\$ 24,055,909</b>
<b>Non-operating Expenditures:</b>			
Capital Outlay	190,810	509,752	276,880
Transfers Out	7,661,466	8,166,662	8,716,479
Debt Service	3,166,730	7,435,383	6,738,135
Renewal & Replacement	7,000,000	7,000,000	8,000,000
Non-Budgeted Expense	11,631,448	824,834	1,014,000
Total Non-Operating Expenditures:	29,650,454	23,936,631	24,745,494
<b>Increase (Decrease) In Appropriated Net Assets</b>	<b>\$ (4,970,999)</b>	<b>\$ (969,970)</b>	<b>\$ (689,585)</b>





## DETAIL REVENUES

Account Description	2018-19 Actual Revenue	2019-20 Adopted Revenue	2019-20 Estimated Revenue	2020-21 Proposed Revenue	2020-21 Proposed Revenue
<b>Charges For Services</b>					
Subd Ord. Procedure Fee	49,701	35,000	35,000	35,000	35,000
Water Sales	22,698,390	23,670,000	23,500,000	24,200,000	24,200,000
Water Connection Fee	87,101	150,000	125,000	125,000	125,000
Water Service Charge	903,440	850,000	800,000	850,000	850,000
Wtr-backflow Prevnt Test	19,515	15,000	20,000	17,500	17,500
Reclaimed Water Sales	514,720	500,000	500,000	510,000	510,000
Chilled Air	-	-	-	457,000	457,000
Sewer Service	19,593,321	20,200,000	19,750,000	20,150,000	20,150,000
Swr Rev Enhance Svc	-	-	-	-	-
Stormwater Utility Fee	4,222,041	4,500,000	4,800,000	5,000,000	5,000,000
Televise Sewer Lines	14,566	12,000	8,000	12,000	12,000
<b>Total Charges For Services</b>	<b>\$ 48,102,795</b>	<b>\$ 49,932,000</b>	<b>\$ 49,538,000</b>	<b>\$ 51,356,500</b>	<b>\$ 51,356,500</b>
<b>Investment Income</b>					
Interest Income	293,895	35,000	35,000	117,181	117,181
<b>Total Investment Income</b>	<b>\$ 293,895</b>	<b>\$ 35,000</b>	<b>\$ 35,000</b>	<b>\$ 117,181</b>	<b>\$ 117,181</b>
<b>Disposal Of Fixed Assets</b>					
Sale Of Surplus Equip.	-	-	-	-	-
Sale Of Scrap	730	2,000	1,500	2,000	2,000
<b>Total Disposal Of Fixed Assets</b>	<b>\$ 730</b>	<b>\$ 2,000</b>	<b>\$ 1,500</b>	<b>\$ 2,000</b>	<b>\$ 2,000</b>
<b>Miscellaneous Income</b>					
Bad Debt Recoveries					
Ocean Rge Ut Tax Adm Chg	1,087	800	1,500	800	800
Lake Worth Water Sewer	-	-	4,000	4,000	4,000
Miscellaneous Income	77,584	-	65,000	55,000	55,000
<b>Total Miscellaneous Income</b>	<b>\$ 78,671</b>	<b>\$ 800</b>	<b>\$ 70,500</b>	<b>\$ 59,800</b>	<b>\$ 59,800</b>
<b>Transfers In</b>					
Sanitation	-	-	-	-	-
<b>Total Transfers In</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Sub Total</b>	<b>\$ 48,476,091</b>	<b>\$ 49,969,800</b>	<b>\$ 49,645,000</b>	<b>\$ 51,535,481</b>	<b>\$ 51,535,481</b>
Encumbrance Roll Over					
Fund Balance (Increase) Decrease	4,970,999	969,970	(426,354)	(117,931)	689,585
<b>Grand Total</b>	<b>\$ 53,447,090</b>	<b>\$ 50,939,770</b>	<b>\$ 49,218,646</b>	<b>\$ 51,417,550</b>	<b>\$ 52,225,066</b>



## DEPARTMENT SUMMARY

Account	2018/2019 Actual Expense	2019/2020 Amended Budget	2019/2020 Estimated Expenditures	2020/2021 Department Request	2020/2021 Proposed Budget
District Energy Plant 401-2805-536	\$ -	\$ 518,286	\$ 493,536	\$ 469,281	\$ 470,856
Water Distribution 401-2810-536	1,005,500	1,869,455	1,686,755	1,908,881	1,925,447
Public Water Treatment 401-2811-536	6,295,922	6,621,744	6,402,530	6,816,526	6,782,120
Meter Reading & Services 401-2814-536	1,176,916	1,354,984	1,222,762	1,354,514	1,371,569
Wastewater Collection 401-2815-536	1,580,761	1,873,486	1,781,124	1,788,623	1,807,306
Wastewater Pumping Station 401-2816-536	2,571,150	2,649,931	2,535,160	2,667,758	2,683,302
Sewage Treatment 401-2817-536	4,708,140	4,953,120	4,850,000	4,953,120	4,991,120
Water Quality 401-2819-536	528,082	680,159	667,000	698,252	705,761
Utility Administration 401-2821-536	17,200,008	18,958,772	18,204,485	20,191,662	20,869,201
General Administration 401-2822-536	11,587,271	-	-	-	-
Utilities Engineering 401-2823-536	1,359,721	1,411,090	1,282,005	1,321,076	1,311,659
Stormwater Maintenance 401-2824-536	1,066,478	1,482,652	1,373,720	1,463,546	1,497,311
Customer Relations 401-2825-536	1,189,961	1,121,708	1,275,379	1,037,176	1,062,279
Debt Service 401-3011-517	3,177,180	7,444,383	7,444,190	6,747,135	6,747,135
<b>Grand Total : Utility Fund</b>	<b>\$ 53,447,090</b>	<b>\$ 50,939,770</b>	<b>\$ 49,218,646</b>	<b>\$ 51,417,550</b>	<b>\$ 52,225,066</b>



## SUMMARY OF EXPENDITURES

Account	2018/2019 Actual Expense	2019/2020 Amended Budget	2019/2020 Estimated Expenditures	2020/2021 Department Request	2020/2021 Proposed Budget
<b>District Energy Plant 401-2805-536</b>					
Department Summary					
Personnel Services	-	74,850	51,000	96,239	97,814
Operating Expenses	-	386,886	387,236	373,042	373,042
Capital Outlay	-	56,550	55,300	-	-
Nonoperating Expenses	-	-	-	-	-
<b>Total</b>	<b>\$ -</b>	<b>\$ 518,286</b>	<b>\$ 493,536</b>	<b>\$ 469,281</b>	<b>\$ 470,856</b>
<b>Estimated As % Of Budget</b>			<b>0%</b>		
<b>Water Distribution 401-2810-536</b>					
Department Summary					
Personnel Services	402,692	1,218,725	1,141,500	1,207,532	1,224,098
Operating Expenses	366,796	473,377	460,143	506,310	506,310
Capital Outlay	151,237	84,131	85,112	85,800	85,800
Nonoperating Expenses	84,775	93,222	-	109,239	109,239
<b>Total</b>	<b>\$ 1,005,500</b>	<b>\$ 1,869,455</b>	<b>\$ 1,686,755</b>	<b>\$ 1,908,881</b>	<b>\$ 1,925,447</b>
<b>Estimated As % Of Budget</b>			<b>90%</b>		
<b>Public Water Treatment 401-2811-536</b>					
Department Summary					
Personnel Services	2,754,166	2,638,925	2,514,022	2,659,144	2,624,738
Operating Expenses	3,465,480	3,892,181	3,882,665	4,037,558	4,037,558
Capital Outlay	5,671	5,736	5,843	11,600	11,600
Nonoperating Expenses	70,605	84,902	-	108,224	108,224
<b>Total</b>	<b>\$ 6,295,922</b>	<b>\$ 6,621,744</b>	<b>\$ 6,402,530</b>	<b>\$ 6,816,526</b>	<b>\$ 6,782,120</b>
<b>Estimated As % Of Budget</b>			<b>97%</b>		
<b>Meter Reading &amp; Services 401-2814-536</b>					
Department Summary					
Personnel Services	752,411	904,222	808,693	895,226	912,281
Operating Expenses	405,509	411,966	395,073	405,681	405,681
Capital Outlay	-	19,800	-	24,000	24,000
Nonoperating Expenses	18,996	18,996	18,996	29,607	29,607
<b>Total</b>	<b>\$ 1,176,916</b>	<b>\$ 1,354,984</b>	<b>\$ 1,222,762</b>	<b>\$ 1,354,514</b>	<b>\$ 1,371,569</b>
<b>Estimated As % Of Budget</b>			<b>90%</b>		
<b>Wastewater Collection 401-2815-536</b>					
Department Summary					
Personnel Services	1,004,944	1,097,613	989,991	1,123,747	1,142,430
Operating Expenses	366,531	431,237	456,497	443,181	443,181
Capital Outlay	-	10,000	-	-	-
Nonoperating Expenses	209,286	334,636	334,636	221,695	221,695
<b>Total</b>	<b>\$ 1,580,761</b>	<b>\$ 1,873,486</b>	<b>\$ 1,781,124</b>	<b>\$ 1,788,623</b>	<b>\$ 1,807,306</b>
<b>Estimated As % Of Budget</b>			<b>95%</b>		
<b>Wastewater Pumping Station 401-2816-536</b>					
Department Summary					
Personnel Services	1,071,156	1,089,307	1,063,163	1,091,876	1,107,420
Operating Expenses	1,268,658	1,402,452	1,343,825	1,422,890	1,422,890
Capital Outlay	-	30,000	-	-	-
Nonoperating Expenses	231,336	128,172	128,172	152,992	152,992
<b>Total</b>	<b>\$ 2,571,150</b>	<b>\$ 2,649,931</b>	<b>\$ 2,535,160</b>	<b>\$ 2,667,758</b>	<b>\$ 2,683,302</b>
<b>Estimated As % Of Budget</b>			<b>96%</b>		



## SUMMARY OF EXPENDITURES

Account	2018/2019 Actual Expense	2019/2020 Amended Budget	2019/2020 Estimated Expenditures	2020/2021 Department Request	2020/2021 Proposed Budget
<b>Sewage Treatment 401-2817-536</b>					
Department Summary					
Personnel Services					
Operating Expenses	4,708,140	4,953,120	4,850,000	4,953,120	4,991,120
Capital Outlay					
Nonoperating Expenses	-	-	-	-	-
<b>Total</b>	<b>\$ 4,708,140</b>	<b>\$ 4,953,120</b>	<b>\$ 4,850,000</b>	<b>\$ 4,953,120</b>	<b>\$ 4,991,120</b>
<b>Estimated As % Of Budget</b>			<b>98%</b>		
<b>Water Quality 401-2819-536</b>					
Department Summary					
Personnel Services	410,072	475,699	462,540	477,410	484,919
Operating Expenses	110,043	199,617	199,617	209,956	209,956
Capital Outlay	3,566	-	-	5,480	5,480
Nonoperating Expenses	4,401	4,843	4,843	5,406	5,406
<b>Total</b>	<b>\$ 528,082</b>	<b>\$ 680,159</b>	<b>\$ 667,000</b>	<b>\$ 698,252</b>	<b>\$ 705,761</b>
<b>Estimated As % Of Budget</b>			<b>98%</b>		
<b>Utility Administration 401-2821-536</b>					
Department Summary					
Personnel Services	1,428,510	1,646,010	1,558,843	1,633,302	1,729,841
Operating Expenses	1,961,903	2,138,732	2,159,272	2,192,725	2,192,725
Capital Outlay	30,336	163,535	160,000	150,000	150,000
Nonoperating Expenses	13,779,259	15,010,495	14,326,370	16,215,635	16,796,635
<b>Total</b>	<b>\$ 17,200,008</b>	<b>\$ 18,958,772</b>	<b>\$ 18,204,485</b>	<b>\$ 20,191,662</b>	<b>\$ 20,869,201</b>
<b>Estimated As % Of Budget</b>			<b>96%</b>		
<b>General Administration 401-2822-536</b>					
Department Summary					
Personnel Services	-	-	-	-	-
Operating Expenses	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Nonoperating Expenses	11,587,271	-	-	-	-
<b>Total</b>	<b>\$ 11,587,271</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Estimated As % Of Budget</b>					
<b>Utilities Engineering 401-2823-536</b>					
Department Summary					
Personnel Services	1,257,224	1,282,436	1,163,545	1,207,321	1,197,904
Operating Expenses	82,828	104,407	94,213	96,056	96,056
Capital Outlay	-	-	-	-	-
Nonoperating Expenses	19,669	24,247	24,247	17,699	17,699
<b>Total</b>	<b>\$ 1,359,721</b>	<b>\$ 1,411,090</b>	<b>\$ 1,282,005</b>	<b>\$ 1,321,076</b>	<b>\$ 1,311,659</b>
<b>Estimated As % Of Budget</b>			<b>91%</b>		



## SUMMARY OF EXPENDITURES

Account	2018/2019 Actual Expense	2019/2020 Amended Budget	2019/2020 Estimated Expenditures	2020/2021 Department Request	2020/2021 Proposed Budget
<b>Stormwater Maintenance 401-2824-536</b>					
Department Summary					
Personnel Services	497,133	619,933	546,236	660,156	693,921
Operating Expenses	282,029	430,736	411,501	514,408	514,408
Capital Outlay	-	140,000	124,000	-	-
Nonoperating Expenses	287,316	291,983	291,983	288,982	288,982
<b>Total</b>	<b>\$ 1,066,478</b>	<b>\$ 1,482,652</b>	<b>\$ 1,373,720</b>	<b>\$ 1,463,546</b>	<b>\$ 1,497,311</b>
<b>Estimated As % Of Budget</b>			<b>92.7%</b>		
<b>Customer Relations 401-2825-536</b>					
Department Summary					
Personnel Services	645,537	690,905	676,272	704,198	729,301
Operating Expenses	544,424	430,803	599,107	332,978	332,978
Capital Outlay	-	-	-	-	-
Nonoperating Expenses	-	-	-	-	-
<b>Total</b>	<b>\$ 1,189,961</b>	<b>\$ 1,121,708</b>	<b>\$ 1,275,379</b>	<b>\$ 1,037,176</b>	<b>\$ 1,062,279</b>
<b>Estimated As % Of Budget</b>			<b>113.7%</b>		
<b>Debt Service 401-3011-517</b>					
Department Summary					
Personnel Services	-	-	-	-	-
Operating Expenses	10,450	9,000	9,000	9,000	9,000
Capital Outlay	-	-	-	-	-
Nonoperating Expenses	3,166,730	7,435,383	7,435,190	6,738,135	6,738,135
<b>Total</b>	<b>\$ 3,177,180</b>	<b>\$ 7,444,383</b>	<b>\$ 7,444,190</b>	<b>\$ 6,747,135</b>	<b>\$ 6,747,135</b>
<b>Estimated As % Of Budget</b>			<b>100.0%</b>		
<b>Grand Total : Utility Fund</b>					
Department Summary					
Personnel Services	10,223,845	11,738,625	10,975,805	11,756,151	11,944,667
Operating Expenses	13,572,791	15,264,514	15,248,149	15,496,905	15,534,905
Capital Outlay	190,810	509,752	430,255	276,880	276,880
Nonoperating Expenses	29,459,644	23,426,879	22,564,437	23,887,614	24,468,614
<b>Total</b>	<b>\$ 53,447,090</b>	<b>\$ 50,939,770</b>	<b>\$ 49,218,646</b>	<b>\$ 51,417,550</b>	<b>\$ 52,225,066</b>
<b>Estimated As % Of Budget</b>			<b>96.6%</b>		



## BUDGET SUMMARY - UTILITY FUND OPERATING DEPARTMENTS

Department	Dept. No.	Personnel Services	Operating Expenses	Capital Outlay	Non-Operating	Transfers	Proposed Total
District Energy Plant	2810	\$ 97,814	\$ 373,042	\$ -	\$ -	\$ -	\$ 470,856
Water Distribution	2810	1,224,098	506,310	85,800	-	109,239	1,925,447
Public Water Treatment	2811	2,624,738	4,037,558	11,600	-	108,224	6,782,120
Meter Reading	2814	912,281	405,681	24,000	-	29,607	1,371,569
Wastewater Collection	2815	1,142,430	443,181	-	-	221,695	1,807,306
Wastewater Pumping Stations	2816	1,107,420	1,422,890	-	-	152,992	2,683,302
Sewage Treatment	2817		4,991,120	-	-	-	4,991,120
Water Quality	2819	484,919	209,956	5,480	-	5,406	705,761
Administration	2821	1,729,841	2,192,725	150,000	-	16,796,635	20,869,201
Utilities Engineering	2823	1,197,904	96,056	-	-	17,699	1,311,659
Stormwater Maintenance	2824	693,921	514,408	-	-	288,982	1,497,311
Customer Relations	2825	729,301	332,978	-	-	-	1,062,279
<b>Totals:</b>		<b>\$ 11,944,667</b>	<b>\$ 15,525,905</b>	<b>\$ 276,880</b>	<b>\$ -</b>	<b>\$ 17,730,479</b>	<b>\$ 45,477,931</b>
Debt Service	3011	\$ -	\$ 9,000	\$ -	\$ 6,738,135	\$ -	\$ 6,747,135
<b>Totals with Debt Service:</b>		<b>\$ 11,944,667</b>	<b>\$ 15,534,905</b>	<b>\$ 276,880</b>	<b>\$ 6,738,135</b>	<b>\$ 17,730,479</b>	<b>\$ 52,225,066</b>

## BUDGET SUMMARY OF CAPITAL OUTLAY

	2018-19 Actual	2019-20 Amended	2020-21 Proposed
District Energy Plant	\$ -	\$ 56,550	\$ -
Water Distribution	151,237	84,131	85,800
Public Water Treatment	5,671	5,736	11,600
Meter Readings	-	19,800	24,000
Wastewater Collection	-	10,000	-
Wastewater Pumping Stations	-	30,000	-
Water Quality	3,566	-	5,480
Utilities Administration	30,336	163,535	150,000
Utilities Engineering	-	-	-
Stormwater Maintenance	-	140,000	-
Customer Relations	-	-	-
<b>Total:</b>	<b>\$ 190,810</b>	<b>\$ 509,752</b>	<b>\$ 276,880</b>

## BOND COVERAGE REQUIREMENTS

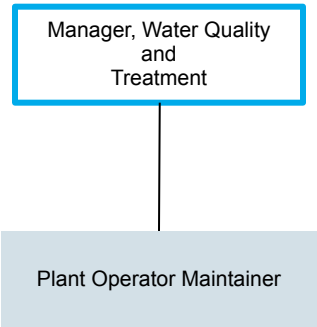
	2018-19 Actual	2019-20 Amended	2020-21 Proposed
Operating Revenues	\$ 48,102,795	\$ 49,932,000	\$ 51,356,500
Current Operating Expenses	23,796,636	27,003,139	27,479,572
Net Available Revenues (A)	\$ 24,306,159	\$ 22,928,861	\$ 23,876,928
Current Debt Service (Principal And Interest) (B)	\$ 6,555,106	\$ 7,513,750	\$ 7,435,383
<b>Coverage (A) / (B)</b>	<b>3.71</b>	<b>3.05</b>	<b>3.21</b>

Note: Rate Coverage Requirement Is 110% Of Debt Service



ORGANIZATIONAL CHART

DEPARTMENT: Utilities	FUND: 401
DIVISION: District Energy Plant	DEPT. NO.: 2805



Total Personnel:	-	1.0	-	1.0	1.0
------------------	---	-----	---	-----	-----



## DETAIL EXPENDITURES

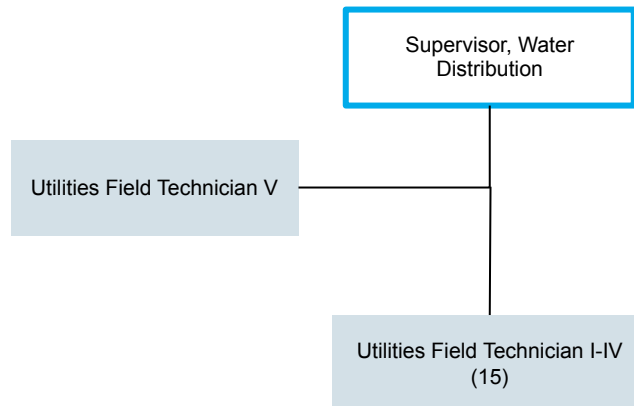
Account	2018/2019 Actual Expense	2019/2020 Amended Budget	2019/2020 Estimated Expenditures	2020/2021 Department Request	2020/2021 Proposed Budget
<b>DIV 10 DISTRICT ENERGY PLANT 401-2805-536</b>					
Department Summary					
Personnel Services	-	74,850	51,000	96,239	97,814
Operating Expenses	-	386,886	387,236	373,042	373,042
Capital Outlay	-	56,550	55,300	-	-
Nonoperating Expenses	-	-	-	-	-
<b>Total</b>	<b>\$ -</b>	<b>\$ 518,286</b>	<b>\$ 493,536</b>	<b>\$ 469,281</b>	<b>\$ 470,856</b>
Estimated As % Of Budget					
12-10 Regular Salaries/Wages	-	62,278	45,000	62,000	62,000
14-10 Overtime	-	-	3,000	3,000	3,000
15-13 Shoe Allowance	-	-	-	160	160
19-99 New Personnel/Reclass	-	-	-	-	-
21-10 Employer Fica	-	3,833	3,000	3,833	4,743
22-10 General Employees Pension	-	-	-	17,757	17,757
23-10 Life Insurance	-	19	-	19	13
23-20 Disability Insurance	-	196	-	196	242
23-30 Health Insurance	-	8,007	-	8,007	8,412
23-34 HSA	-	-	-	750	1,000
23-40 Dental Insurance	-	462	-	462	436
23-50 Vision Insurance	-	55	-	55	51
<b>Sub- Total Personnel Services</b>	<b>\$ -</b>	<b>\$ 74,850</b>	<b>\$ 51,000</b>	<b>\$ 96,239</b>	<b>\$ 97,814</b>
31-90 Other Professional	-	9,996	9,996	12,000	12,000
34-10 Janitorial Services	-	2,400	2,400	2,700	2,700
41-15 Cellular Phone/Beeper	-	540	540	740	740
43-10 Electric Service	-	250,000	250,000	220,000	220,000
43-20 Water/Sewer Service	-	16,500	16,500	16,500	16,500
43-40 Fuel/Propane	-	3,700	3,700	8,352	8,352
46-23 Telephone Maint/Supplies	-	1,200	1,200	-	-
46-91 Software Maintenance	-	-	-	750	750
49-17 Other Contractual SRVS	-	61,000	61,000	75,000	75,000
52-01 Supplies	-	11,300	11,300	10,000	10,000
52-20 Opr Equipment <\$750	-	600	600	-	-
52-23 Safety Clothing/Equip	-	-	-	500	500
52-27 Hardware/Tools	-	900	-	500	500
52-35 Process Chemicals	-	20,000	20,000	15,000	15,000
52-75 Equip Parts/Supplies	-	8,750	10,000	10,000	10,000
54-30 Training	-	-	-	1,000	1,000
<b>Sub- Total Operating Expenses</b>	<b>\$ -</b>	<b>\$ 386,886</b>	<b>\$ 387,236</b>	<b>\$ 373,042</b>	<b>\$ 373,042</b>
64-15 General Equipment	-	1,250	-	-	-
64-15 Computer Equipment	-	300	300	-	-
64-16 Furniture & Fixtures	-	5,000	5,000	-	-
64-33 Vehicle Purchases	-	50,000	50,000	-	-
<b>Sub- Total Capital Outlay</b>	<b>\$ -</b>	<b>\$ 56,550</b>	<b>\$ 55,300</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Subtotal</b>	<b>\$ -</b>	<b>\$ 518,286</b>	<b>\$ 493,536</b>	<b>\$ 469,281</b>	<b>\$ 470,856</b>
91-30 Transfer To Veh Srv Fund	-	-	-	-	-
<b>Sub-Total Nonoperating Expenses</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Department Total</b>	<b>\$ -</b>	<b>\$ 518,286</b>	<b>\$ 493,536</b>	<b>\$ 469,281</b>	<b>\$ 470,856</b>





## ORGANIZATIONAL CHART

<b>DEPARTMENT: Utilities</b>	<b>FUND: 401</b>
<b>DIVISION: Water Distribution</b>	<b>DEPT. NO.: 2810</b>


**Full-time Positions:**

Supervisor, Water Distribution	41019	26	1.0	1.0	-	1.0	1.0
Administrative Associate*	00370	10	1.0	-	-	-	-
Utility Field Technician V	40060	20	1.0	1.0	-	1.0	1.0
Career Path Utility Field Technician I-IV			14.0	15.0	-	15.0	15.0
Utility Field Technician I	40011	7	*	*	*	*	*
Utility Field Technician II	40021	9	*	*	*	*	*
Utility Field Technician III	40031	12	*	*	*	*	*

**Total Personnel:**

17.0	17.0	-	17.0	17.0
------	------	---	------	------

\* Administrative associate moved to division 2821



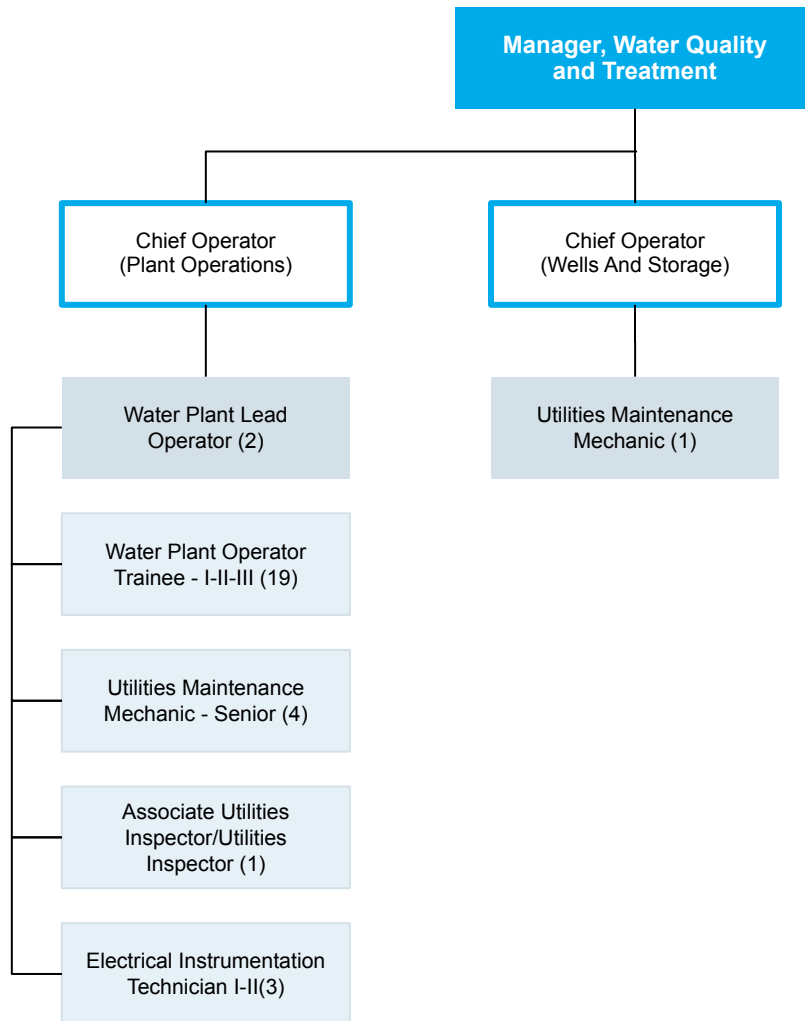
## DETAIL EXPENDITURES

Account	2018/2019 Actual Expense	2019/2020 Amended Budget	2019/2020 Estimated Expenditures	2020/2021 Department Request	2020/2021 Proposed Budget
<b>Div 10 Water Distribution 401-2810-536</b>					
Department Summary					
Personnel Services	402,692	1,218,725	1,141,500	1,207,532	1,224,098
Operating Expenses	366,796	473,377	460,143	506,310	506,310
Capital Outlay	151,237	84,131	85,112	85,800	85,800
Nonoperating Expenses	84,775	93,222	-	109,239	109,239
<b>Total</b>	<b>\$ 1,005,500</b>	<b>\$ 1,869,455</b>	<b>\$ 1,686,755</b>	<b>\$ 1,908,881</b>	<b>\$ 1,925,447</b>
<b>Estimated As % Of Budget</b>			<b>90.23%</b>		
12-10 Regular Salaries/wages	704,128	727,812	700,000	727,812	727,812
12-20 Holiday Pay	848	-	300	-	-
14-10 Overtime	42,280	60,000	60,000	60,000	60,000
15-12 Cell Phone Allowance	-	-	-	-	-
15-13 Shoe Allowance	1,770	2,511	2,000	2,511	2,511
15-20 Car Allowance	1,500	3,600	3,600	3,600	3,600
19-99 New Personnel/reclass	-	-	-	-	-
21-10 Employer Fica	55,142	55,870	45,000	55,870	54,901
21-12 Pension Expense GASB 68	-	-	200,000	-	-
22-10 General Employees Pension	(545,093)	227,855	-	203,912	203,912
23-10 Life Insurance	370	214	200	214	265
23-20 Disability Insurance	3,868	2,856	2,000	2,856	2,806
23-30 Health Insurance	120,370	130,002	110,000	130,002	143,001
23-32 Cigna Hsa	-	-	-	-	-
23-34 HSA	10,615	-	12,000	12,750	17,000
23-40 Dental Insurance	6,155	7,134	6,000	7,134	7,419
23-50 Vision Insurance	739	871	400	871	871
<b>Sub-total Personnel Services</b>	<b>\$ 402,692</b>	<b>\$ 1,218,725</b>	<b>\$ 1,141,500</b>	<b>\$ 1,207,532</b>	<b>\$ 1,224,098</b>
41-12 Business Meetings	119	-	-	-	-
41-15 Cellular Phone/beeper	7,844	7,020	7,020	9,432	9,432
46-30 Equipment Maintenance	252	-	-	-	-
46-30 Vehicle Maint-garage	79,656	75,603	76,000	74,777	74,777
46-47 Water Main Maintenance	80,527	110,000	110,000	125,000	125,000
46-91 Software Maintenance	-	10,300	10,300	4,776	4,776
49-09 Ins Chgs-workers Comp	31,655	34,098	34,098	34,098	34,098
49-10 Warehouse Service Chg.	24,668	26,131	-	32,727	32,727
49-17 Other Contractual Svcs	10,984	50,000	50,000	50,000	50,000
49-41 Licenses, Fees & Permits	13,460	14,725	14,725	17,000	17,000
52-01 Supplies	29	-	-	-	-
52-20 Opr Equipment <\$750	1,243	-	-	-	-
52-23 Safety Clothing/equip.	8,193	6,500	9,500	9,500	9,500
52-27 Hardware/tools	8,203	11,500	9,000	9,500	9,500
52-29 Fire Hydrant Supplies	7,072	7,500	8,500	8,500	8,500
52-31 Water Main Supplies	87,584	110,000	125,000	125,000	125,000
52-75 Equip. Parts/supplies	-	-	-	-	-
54-30 Training	5,307	10,000	6,000	6,000	6,000
<b>Sub- Total Operating Expenses</b>	<b>\$ 366,796</b>	<b>\$ 473,377</b>	<b>\$ 460,143</b>	<b>\$ 506,310</b>	<b>\$ 506,310</b>
63-14 Fire Hydrants	54,167	60,000	75,000	75,000	75,000
64-02 General Equipment	97,070	24,131	10,112	10,800	10,800
<b>Sub- Total Capital Outlay</b>	<b>\$ 151,237</b>	<b>\$ 84,131</b>	<b>\$ 85,112</b>	<b>\$ 85,800</b>	<b>\$ 85,800</b>
<b>Subtotal</b>	<b>\$ 920,725</b>	<b>\$ 1,776,233</b>	<b>\$ 1,686,755</b>	<b>\$ 1,799,642</b>	<b>\$ 1,816,208</b>
91-30 Transfer To Veh Srv Fund	84,775	93,222	-	109,239	109,239
<b>Sub-Total Nonoperating Expenses</b>	<b>\$ 84,775</b>	<b>\$ 93,222</b>	<b>\$ -</b>	<b>\$ 109,239</b>	<b>\$ 109,239</b>
<b>Department Total</b>	<b>\$ 1,005,500</b>	<b>\$ 1,869,455</b>	<b>\$ 1,686,755</b>	<b>\$ 1,908,881</b>	<b>\$ 1,925,447</b>



# ORGANIZATIONAL CHART

DEPARTMENT: <b>Utilities</b>	FUND: <b>401</b>
DIVISION: <b>Public Water Treatment</b>	DEPT. NO.: <b>2811</b>



## PERSONNEL ALLOCATION

DEPARTMENT: Utilities  
DIVISION: Public Water Treatment

FUND: 401  
DEPT. NO.: 2811

Position Title	Position Number	Pay Grade	2018-19 Actual	2019-20 Actual	2020-21 Inc/(Dec)	2020-21 Requested	2020-21 Proposed
<b>Full-Time Positions:</b>							
Chief Plant Operator	42019	28	2.0	2.0	-	2.0	2.0
Environmental Inspector	44202	16	1.0	1.0	-	1.0	1.0
Water Plant Lead Operator	42241	20	2.0	2.0	-	2.0	2.0
Plant Operator Career Track Personnel			17.0	19.0	-	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	-	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	-	-	-	-
Utilities Maintenance Mechanic, Senior	81321	17	4.0	4.0	-	4.0	4.0
Utilities Maintenance Mechanic	81311	13	1.0	1.0	-	1.0	1.0
<b>Total Personnel:</b>			31.0	32.0	-	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	2018/2019 Actual Expense	2019/2020 Amended Budget	2019/2020 Estimated Expenditures	2020/2021 Department Request	2020/2021 Proposed Budget
<b>Div 11 Public Water Treatment 401-2811-536</b>					
Department Summary					
Personnel Services	2,754,166	2,638,925	2,514,022	2,659,144	2,624,738
Operating Expenses	3,465,480	3,892,181	3,882,665	4,037,558	4,037,558
Capital Outlay	5,671	5,736	5,843	11,600	11,600
Nonoperating Expenses	70,605	84,902	-	108,224	108,224
<b>Total</b>	<b>\$ 6,295,922</b>	<b>\$ 6,621,744</b>	<b>\$ 6,402,530</b>	<b>\$ 6,816,526</b>	<b>\$ 6,782,120</b>
<b>Estimated As % Of Budget</b>			<b>96.7%</b>		
12-10 Regular Salaries/wages	1,722,697	1,725,980	1,600,000	1,638,779	1,638,779
12-20 Holiday Pay	16,463	2,500	-	2,500	2,500
14-10 Overtime	98,653	60,000	60,000	65,000	65,000
15-12 Cell Phone Allowance	-	-	-	-	-
15-13 Shoe Allowance	3,245	3,397	3,500	3,500	3,500
15-20 Car Allowance	6,900	3,600	3,600	3,600	3,600
19-99 New Personnel/reclass	-	-	-	92,522	-
21-10 Employer Fica	138,513	125,968	120,000	125,968	134,384
22-10 General Employees Pension	500,906	467,022	467,022	452,817	452,817
23-10 Life Insurance	460	479	400	479	504
23-20 Disability Insurance	10,338	6,438	6,000	6,438	6,869
23-30 Health Insurance	221,287	229,415	220,000	229,415	269,179
23-32 Cigna Hsa	-	-	-	-	-
23-34 HSA	21,625	-	22,000	24,000	32,000
23-40 Dental Insurance	11,680	12,589	10,000	12,589	13,966
23-50 Vision Insurance	1,399	1,537	1,500	1,537	1,640
<b>Sub-total Personnel Services</b>	<b>\$ 2,754,166</b>	<b>\$ 2,638,925</b>	<b>\$ 2,514,022</b>	<b>\$ 2,659,144</b>	<b>\$ 2,624,738</b>
34-54 Disp Of Hazardous Matls	469	1,000	1,000	1,000	1,000
34-63 Bulk Water Purchase	16	115,000	100,000	100,000	100,000
41-11 Leased Lines	-	-	-	-	-
41-15 Cellular Phone/beeper	7,000	7,560	7,560	8,100	8,100
43-10 Electric Service	915,290	978,500	978,500	978,500	978,500
43-20 Water/sewer Service	3,804	6,000	6,000	6,000	6,000
43-40 Fuel/propane	14,279	26,566	26,566	26,566	26,566
44-30 Equipment Rental	95,592	110,000	110,000	110,000	110,000
46-10 Building Repairs	1,656	5,000	5,000	5,000	5,000
46-20 Equipment Maintenance	36,952	45,000	45,000	50,000	50,000
46-30 Vehicle Maint-garage	21,685	18,606	18,606	18,012	18,012
46-40 Water Tank/tower R&m	57,450	100,000	100,000	100,000	100,000
46-46 Wtp Pump & Motor Rpr	-	20,000	20,000	20,000	20,000
46-50 Wells & Screens-r&m	3,585	15,000	15,000	20,000	20,000
46-91 Software Maintenance	3,850	15,000	15,000	14,750	14,750
46-98 Grounds Maintenance	74,780	99,800	99,800	100,000	100,000
47-10 Printing & Binding	253	500	500	500	500
49-09 Ins Chgs-workers Comp	55,368	60,474	60,474	60,474	60,474
49-10 Warehouse Service Chg.	14,856	13,077	13,077	14,377	14,377
49-17 Other Contractual Svcs	398,838	317,500	317,500	316,251	316,251
49-41 Licenses, Fees & Permits	17,065	37,425	37,425	41,425	41,425
52-01 Supplies	1,756	1,200	1,684	1,200	1,200
52-11 Fuel Oil-other	-	1,000	1,000	1,000	1,000



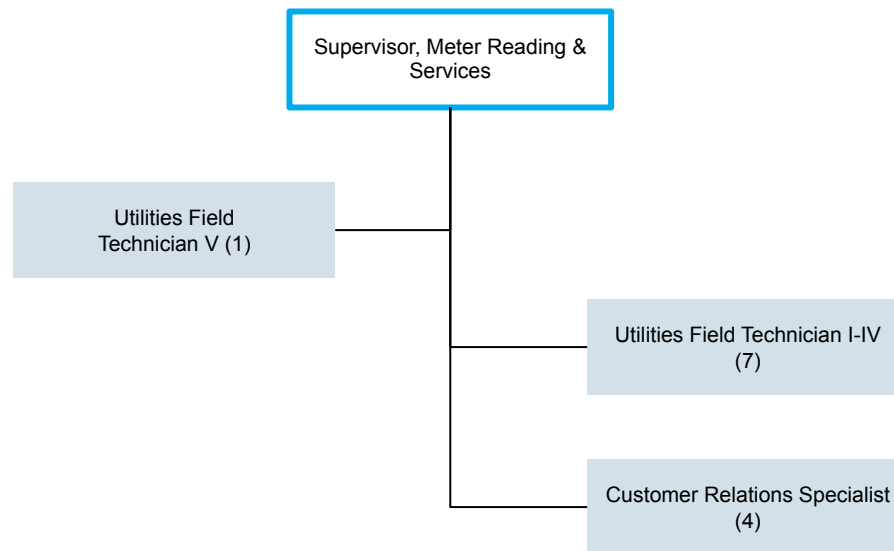
## DETAIL EXPENDITURES

Account	2018/2019 Actual Expense	2019/2020 Amended Budget	2019/2020 Estimated Expenditures	2020/2021 Department Request	2020/2021 Proposed Budget
<b>Div 11 Public Water Treatment 401-2811-536</b>					
52-20 Opr Equipment <\$750.	7,740	7,500	7,500	7,500	7,500
52-21 Chemicals	10,937	27,000	22,000	25,000	25,000
52-23 Safety Clothing/equip.	4,898	4,000	4,000	4,000	4,000
52-24 Bldg Supplies/materials	2,167	7,000	7,000	7,000	7,000
52-25 Janitor Supplies	1,383	1,100	1,100	1,100	1,100
52-27 Hardware/tools	7,005	7,500	7,500	7,500	7,500
52-28 Chlorine	258,683	300,000	300,000	300,000	300,000
52-35 Process Chemicals	1,323,428	1,433,009	1,433,009	1,565,703	1,565,703
52-75 Equip. Parts/supplies	116,404	104,264	104,264	110,000	110,000
52-85 Food Supplies	563	-	-	-	-
54-30 Training	7,728	6,600	16,600	16,600	16,600
<b>Sub- Total Operating Expenses</b>	<b>\$ 3,465,480</b>	<b>\$ 3,892,181</b>	<b>\$ 3,882,665</b>	<b>\$ 4,037,558</b>	<b>\$ 4,037,558</b>
62-01 Building Improvements	4,200	-	-	-	-
64-02 General Equipment	1,471	5,736	5,843	11,600	11,600
64-15 Computer Equipment	-	-	-	-	-
64-16 Furniture & Fixtures	-	-	-	-	-
<b>Sub- Total Capital Outlay</b>	<b>\$ 5,671</b>	<b>\$ 5,736</b>	<b>\$ 5,843</b>	<b>\$ 11,600</b>	<b>\$ 11,600</b>
<b>Subtotal</b>	<b>\$ 6,225,317</b>	<b>\$ 6,536,842</b>	<b>\$ 6,402,530</b>	<b>\$ 6,708,302</b>	<b>\$ 6,673,896</b>
91-30 Transfer To Veh Srv Fund	70,605	84,902	-	108,224	108,224
<b>Department Total</b>	<b>\$ 6,295,922</b>	<b>\$ 6,621,744</b>	<b>\$ 6,402,530</b>	<b>\$ 6,816,526</b>	<b>\$ 6,782,120</b>



# ORGANIZATIONAL CHART

<b>DEPARTMENT: Utilities</b>	<b>FUND: 401</b>
<b>DIVISION: Meter Reading &amp; Services</b>	<b>DEPT. NO.: 2814</b>



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	40102	10	4.0	4.0	-	4.0	4.0
<b>Total Personnel:</b>			13.0	13.0	-	13.0	13.0



## DETAIL EXPENDITURES

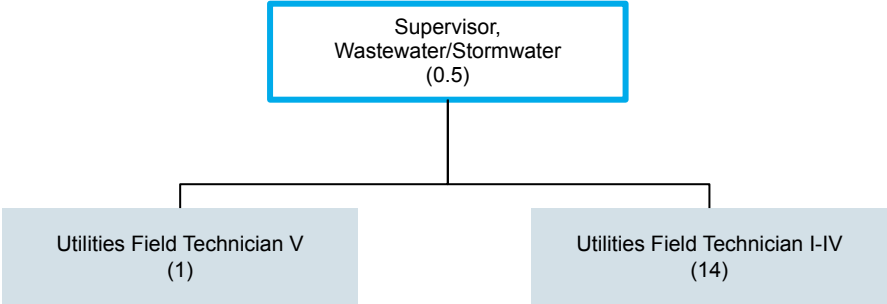
Account	2018/2019 Actual Expense	2019/2020 Amended Budget	2019/2020 Estimated Expenditures	2020/2021 Department Request	2020/2021 Proposed Budget
<b>Div 14 Meter Reading &amp; Services 401-2814-536</b>					
Department Summary					
Personnel Services	752,411	904,222	808,693	895,226	912,281
Operating Expenses	405,509	411,966	395,073	405,681	405,681
Capital Outlay	-	19,800	-	24,000	24,000
Nonoperating Expenses	18,996	18,996	18,996	29,607	29,607
<b>Total</b>	<b>\$ 1,176,916</b>	<b>\$ 1,354,984</b>	<b>\$ 1,222,762</b>	<b>\$ 1,354,514</b>	<b>\$ 1,371,569</b>
<b>Estimated As % Of Budget</b>			<b>90.2%</b>		
12-10 Regular Salaries/wages	446,987	569,705	560,000	569,705	569,705
14-10 Overtime	10,089	15,000	8,000	12,500	12,500
15-12 Cell Phone Allowance	-	-	-	-	-
15-13 Shoe Allowance	1,033	1,033	1,326	1,326	1,326
15-20 Car Allowance	300	3,600	600	3,600	3,600
19-99 New Personnel/reclass	-	-	-	-	-
21-10 Employer Fica	34,467	43,639	-	43,639	47,154
22-10 General Employees Pension	161,002	163,267	163,267	146,728	146,728
23-10 Life Insurance	127	214	200	214	164
23-20 Disability Insurance	2,881	2,230	2,000	2,230	2,410
23-30 Health Insurance	83,318	99,413	60,000	99,413	109,354
23-32 Cigna Hsa	-	-	-	-	-
23-34 HSA	7,625	-	9,000	9,750	13,000
23-40 Dental Insurance	4,091	5,455	4,000	5,455	5,674
23-50 Vision Insurance	491	666	300	666	666
<b>Sub-total Personnel Services</b>	<b>\$ 752,411</b>	<b>\$ 904,222</b>	<b>\$ 808,693</b>	<b>\$ 895,226</b>	<b>\$ 912,281</b>
41-15 Cellular Phone/beeper	6,300	5,400	5,400	5,906	5,906
43-10 Electric Service	488	700	800	800	800
43-20 Water/sewer Service	391	360	400	360	360
46-20 Equipment Maintenance	5,432	5,500	5,400	5,500	5,500
46-30 Vehicle Maint-garage	46,467	50,674	47,000	41,728	41,728
46-91 Software Maintenance	92,005	107,459	108,000	95,766	95,766
49-09 Ins Chgs-workers Comp	8,239	9,479	9,479	9,479	9,479
49-10 Warehouse Service Chg.	18,208	22,994	22,994	33,642	33,642
49-17 Other Contractual Srvs	9,166	8,300	9,000	10,000	10,000
49-41 Licenses, Fees & Permits	200	500	400	500	500
52-01 Supplies	538	1,000	500	1,000	1,000
52-20 Opr Equipment <\$750.	1,160	500	1,200	1,500	1,500
52-23 Safety Clothing/equip.	620	1,000	1,000	1,000	1,000
52-27 Hardware/tools	1,117	2,900	2,500	2,500	2,500
52-30 Water Meter Supplies	211,078	190,000	175,000	190,000	190,000
52-75 Equip. Parts/supplies	1,186	2,200	3,000	3,000	3,000
54-30 Training	2,914	3,000	3,000	3,000	3,000
<b>Sub- Total Operating Expenses</b>	<b>\$ 405,509</b>	<b>\$ 411,966</b>	<b>\$ 395,073</b>	<b>\$ 405,681</b>	<b>\$ 405,681</b>
63-12 Large Meters	-	-	-	6,000	6,000
64-02 General Equipment	-	1,800	-	-	-
64-14 Computer Software	-	18,000	-	18,000	18,000
64-15 Computer Equipment	-	-	-	-	-
<b>Sub- Total Capital Outlay</b>	<b>\$ -</b>	<b>\$ 19,800</b>	<b>\$ -</b>	<b>\$ 24,000</b>	<b>\$ 24,000</b>
<b>Subtotal</b>	<b>\$ 1,157,920</b>	<b>\$ 1,335,988</b>	<b>\$ 1,203,766</b>	<b>\$ 1,324,907</b>	<b>\$ 1,341,962</b>
91-30 Transfer To Veh Srv Fund	18,996	18,996	18,996	29,607	29,607
<b>Department Total</b>	<b>\$ 1,176,916</b>	<b>\$ 1,354,984</b>	<b>\$ 1,222,762</b>	<b>\$ 1,354,514</b>	<b>\$ 1,371,569</b>





ORGANIZATIONAL CHART

DEPARTMENT: Utilities	FUND: 401
DIVISION: Wastewater Collection	DEPT. NO.: 2815



## PERSONNEL ALLOCATION

DEPARTMENT: Utilities  
DIVISION: Wastewater Collection

FUND: 401  
DEPT. NO.: 2815

Position Title	Position Number	Pay Grade	2018-19 Actual	2019-20 Actual	2020-21 Inc/(Dec)	2020-21 Requested	2020-21 Proposed
<b>Full-Time Positions:</b>							
Supervisor, Wastewater/Stormwater	44209	26	0.5	0.5	-	0.5	0.5
Utility Field Technician V	40060	20	1.0	1.0	-	1.0	1.0
Career Path Utility Field Technician I-IV			13.0	14.0	-	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	*	*	*	*	*
<b>Total Personnel:</b>			14.5	15.5	-	15.5	15.5

\* Full-Time Position: one half of time spent in Wastewater Pumping Stations; no-half of time spent in Stormwater



## DETAIL EXPENDITURES

Account	2018/2019 Actual Expense	2019/2020 Amended Budget	2019/2020 Estimated Expenditures	2020/2021 Department Request	2020/2021 Proposed Budget
<b>Div 15 Wastewater Collection 401-2815-536</b>					
Department Summary					
Personnel Services	1,004,944	1,097,613	989,991	1,123,747	1,142,430
Operating Expenses	366,531	431,237	456,497	443,181	443,181
Capital Outlay	-	10,000	-	-	-
Nonoperating Expenses	209,286	334,636	334,636	221,695	221,695
<b>Total</b>	<b>\$ 1,580,761</b>	<b>\$ 1,873,486</b>	<b>\$ 1,781,124</b>	<b>\$ 1,788,623</b>	<b>\$ 1,807,306</b>
<b>Estimated As % Of Budget</b>			<b>95.1%</b>		
12-10 Regular Salaries/wages	607,319	659,646	600,000	659,646	659,646
14-10 Overtime	42,648	65,000	65,000	65,000	65,000
15-12 Cell Phone Allowance	-	-	-	-	-
15-13 Shoe Allowance	1,623	1,770	2,065	2,065	2,065
15-20 Car Allowance	2,850	1,800	1,800	1,800	1,800
21-10 New Personnel/reclass	-	-	-	-	-
21-10 Employer Fica	49,312	49,396	-	49,396	51,960
22-10 General Employees Pension	176,908	191,426	191,426	205,640	205,640
23-10 Life Insurance	457	221	200	221	221
23-20 Disability Insurance	3,721	2,525	2,500	2,525	2,656
23-30 Health Insurance	104,164	118,531	110,000	118,531	130,383
23-32 Cigna Hsa	950	-	-	-	-
23-34 HSA	9,333	-	11,000	11,625	15,500
23-40 Dental Insurance	5,018	6,504	6,000	6,504	6,765
23-50 Vision Insurance	641	794	-	794	794
<b>Sub-total Personnel Services</b>	<b>\$ 1,004,944</b>	<b>\$ 1,097,613</b>	<b>\$ 989,991</b>	<b>\$ 1,123,747</b>	<b>\$ 1,142,430</b>
41-12 Business Meetings	119	-	-	-	-
41-15 Cellular Phone/beeper	4,860	4,860	4,860	7,600	7,600
44-20 Water/Sewer Service	-	2,500	-	-	-
44-30 Equipment Rental	-	2,000	2,000	2,000	2,000
46-20 Equipment Maintenance	1,400	5,800	5,800	6,000	6,000
46-30 Vehicle Maint-garage	113,797	89,540	75,000	93,709	93,709
46-42 Sewer Main Repairs	108,870	108,000	125,000	125,000	125,000
46-91 Software Maintenance	-	13,000	13,000	10,000	10,000
49-09 Ins Chgs-workers Comp	27,162	29,670	29,670	29,670	29,670
49-10 Warehouse Service Chg.	7,458	7,267	7,267	8,802	8,802
49-17 Other Contractual Svcs	24,629	78,200	78,200	40,000	40,000
49-40 Laboratory Tests	-	2,400	2,400	2,400	2,400
49-41 Licenses, Fees & Permits	14,761	15,000	15,000	18,000	18,000
52-01 Supplies	686	2,000	4,800	2,000	2,000
52-20 Opr Equipment <\$750.	-	1,000	1,000	1,000	1,000
52-23 Safety Clothing/equip.	6,270	7,000	7,000	8,000	8,000
52-27 Hardware/tools	3,387	3,500	3,500	5,000	5,000
52-32 Sewer Main Supplies	47,466	37,500	60,000	60,000	60,000
52-75 Equip. Parts/supplies	1,661	10,000	10,000	10,000	10,000
53-11 Traffic/street Signs	-	2,000	2,000	2,000	2,000
54-30 Training	4,005	10,000	10,000	12,000	12,000
<b>Sub- Total Operating Expenses</b>	<b>\$ 366,531</b>	<b>\$ 431,237</b>	<b>\$ 456,497</b>	<b>\$ 443,181</b>	<b>\$ 443,181</b>
64-02 General Equipment	-	10,000	-	-	-
64-14 Computer Equipment	-	-	-	-	-
<b>Sub- Total Capital Outlay</b>	<b>\$ -</b>	<b>\$ 10,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Subtotal</b>	<b>\$ 1,371,475</b>	<b>\$ 1,538,850</b>	<b>\$ 1,446,488</b>	<b>\$ 1,566,928</b>	<b>\$ 1,585,611</b>
91-30 Transfer To Veh Srv Fund	209,286	334,636	334,636	221,695	221,695
<b>Department Total</b>	<b>\$ 1,580,761</b>	<b>\$ 1,873,486</b>	<b>\$ 1,781,124</b>	<b>\$ 1,788,623</b>	<b>\$ 1,807,306</b>



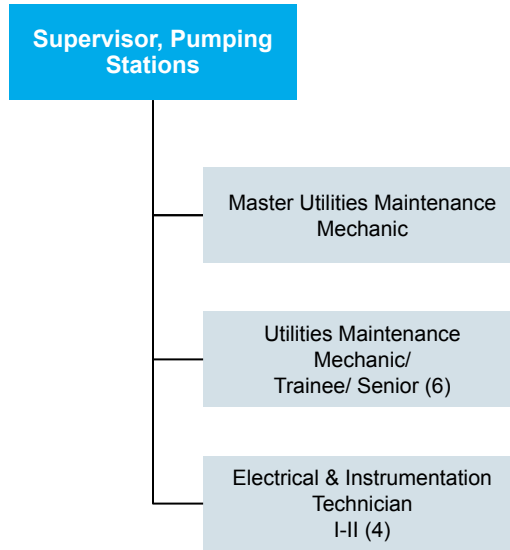
## ORGANIZATIONAL CHART

DEPARTMENT: Utilities

FUND: 401

DIVISION: Wastewater Pumping Stations

DEPT. NO.: 2816



## PERSONNEL ALLOCATION

DEPARTMENT: Utilities

FUND: 401

DIVISION: Wastewater Pumping Stations

DEPT. NO.: 2816

Position Title	Position Number	Pay Grade	2018-19 Actual	2019-20 Actual	2020-21 Inc/(Dec)	2020-21 Requested	2020-21 Proposed
<b>Full-Time Positions:</b>							
Supervisor, Pumping Stations	44019	26	1.0	1.0	-	1.0	1.0
E/I Tech Career Track Personnel			4.0	4.0	-	4.0	4.0
Electrical/Instrumentation Tech I		18	*	*	*	*	*
Electrical/Instrumentation Tech II		20	*	*	*	*	*
Control Systems Technician		22	*	*	*	*	*
Mechanic Career Path			7.0	7.0	-	7.0	7.0
Utilities Master Mechanic		20	*	*	-	*	*
Utilities Maintenance Mechanic, Senior	81321	17	*	*	-	*	*
Utilities Maintenance Mechanic	81311	13	*	*	-	*	*
Utilities Maintenance Mechanic Trainee	81301	11	*	*	-	*	*
<b>Total Personnel:</b>			12.0	12.0	-	12.0	12.0



## DETAIL EXPENDITURES

Account	2018/2019 Actual Expense	2019/2020 Amended Budget	2019/2020 Estimated Expenditures	2020/2021 Department Request	2020/2021 Proposed Budget
<b>Div 16 Wastewater Pumping Station 401-2816-536</b>					
Department Summary					
Personnel Services	1,071,156	1,089,307	1,063,163	1,091,876	1,107,420
Operating Expenses	1,268,658	1,402,452	1,343,825	1,422,890	1,422,890
Capital Outlay	-	30,000	-	-	-
Nonoperating Expenses	231,336	128,172	128,172	152,992	152,992
<b>Total</b>	<b>\$ 2,571,150</b>	<b>\$ 2,649,931</b>	<b>\$ 2,535,160</b>	<b>\$ 2,667,758</b>	<b>\$ 2,683,302</b>
Estimated As % Of Budget			95.7%		
12-10 Regular Salaries/wages	671,355	696,314	690,000	696,314	696,314
14-10 Overtime	53,975	90,000	90,000	90,000	90,000
15-12 Cell Phone Allowance	-	-	-	-	-
15-13 Shoe Allowance	1,180	1,033	1,033	1,033	1,033
15-20 Car Allowance	-	3,600	1,800	1,800	1,800
21-10 Employer Fica	53,509	53,336	50,000	53,336	56,349
22-10 General Employees Pension	189,458	144,730	144,730	140,099	140,099
23-10 Life Insurance	124	151	100	151	151
23-20 Disability Insurance	3,999	2,726	2,500	2,726	2,880
23-30 Health Insurance	84,359	91,766	70,000	91,766	100,942
23-32 Cigna Hsa	-	-	-	-	-
23-34 HSA	8,458	-	8,500	9,000	12,000
23-40 Dental Insurance	4,231	5,036	4,000	5,036	5,237
23-50 Vision Insurance	508	615	500	615	615
<b>Sub-total Personnel Services</b>	<b>\$ 1,071,156</b>	<b>\$ 1,089,307</b>	<b>\$ 1,063,163</b>	<b>\$ 1,091,876</b>	<b>\$ 1,107,420</b>
41-12 Business Meetings	-	-	-	-	-
41-15 Cellular Phone/beeper	5,760	5,940	5,940	6,048	6,048
43-10 Electric Service	306,629	350,000	350,000	350,000	350,000
43-20 Water/sewer Service	72,777	70,000	73,000	75,000	75,000
43-40 Fuel/propane	7,461	10,000	10,000	10,000	10,000
44-30 Equipment Rental	-	1,000	1,000	1,000	1,000
46-10 Building Repairs	-	20,000	20,000	30,000	30,000
46-20 Equipment Maintenance	85,700	75,000	75,000	75,000	75,000
46-30 Vehicle Maint-garage	59,221	61,627	64,000	54,693	54,693
46-51 Lift Station Repairs	26,712	50,000	50,000	80,000	80,000
46-91 Software Maintenance	1,319	11,000	8,000	7,273	7,273
46-98 Grounds Maintenance	48,667	58,000	58,000	58,000	58,000
49-09 Ins Chgs-workers Comp	18,938	20,686	20,686	20,686	20,686
49-10 Warehouse Service Chg.	28,891	28,699	28,699	39,190	39,190
49-17 Other Contractual Svcs	22,577	90,000	70,000	90,000	90,000
49-41 Licenses, Fees & Permits	1,472	2,500	2,500	3,000	3,000
52-01 Supplies	18,435	30,000	19,000	25,000	25,000
52-11 Fuel Oil-other	-	-	-	-	-
52-20 Opr Equipment <\$750.	721	1,500	1,500	1,500	1,500
52-23 Safety Clothing/equip.	2,361	2,500	2,500	2,500	2,500
52-24 Bldg Supplies/materials	-	-	-	-	-
52-27 Hardware/tools	4,249	4,000	4,000	4,000	4,000
52-35 Process Chemicals	231,544	200,000	200,000	210,000	210,000
52-75 Equip. Parts/supplies	319,944	305,000	275,000	275,000	275,000
52-78 First Aid Supplies	-	-	-	-	-
52-79 Training Aids	-	-	-	-	-
54-30 Training	5,280	5,000	5,000	5,000	5,000
<b>Sub- Total Operating Expenses</b>	<b>\$ 1,268,658</b>	<b>\$ 1,402,452</b>	<b>\$ 1,343,825</b>	<b>\$ 1,422,890</b>	<b>\$ 1,422,890</b>
64-01 Building Improvements	-	30,000	-	-	-
64-02 General Equipment	-	-	-	-	-
64-15 Computer Equipment	-	-	-	-	-
<b>Sub- Total Capital Outlay</b>	<b>\$ -</b>	<b>\$ 30,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Subtotal</b>	<b>\$ 2,339,814</b>	<b>\$ 2,521,759</b>	<b>\$ 2,406,988</b>	<b>\$ 2,514,766</b>	<b>\$ 2,530,310</b>
91-30 Transfer To Veh Srv Fund	231,336	128,172	128,172	152,992	152,992
<b>Department Total</b>	<b>\$ 2,571,150</b>	<b>\$ 2,649,931</b>	<b>\$ 2,535,160</b>	<b>\$ 2,667,758</b>	<b>\$ 2,683,302</b>



## DETAIL EXPENDITURES

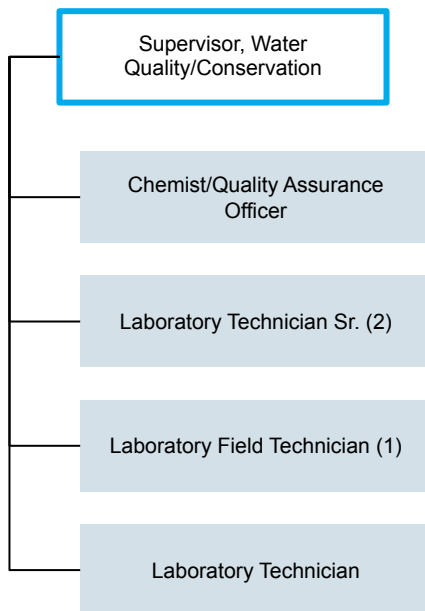
Account	2018/2019 Actual Expense	2019/2020 Amended Budget	2019/2020 Estimated Expenditures	2020/2021 Department Request	2020/2021 Proposed Budget
<b>Div 17 Sewage Treatment 401-2817-536</b>					
Department Summary					
Operating Expenses	4,708,140	4,953,120	4,850,000	4,953,120	4,991,120
Nonoperating Expenses	-	-	-	-	-
<b>Total</b>	<b>\$ 4,708,140</b>	<b>\$ 4,953,120</b>	<b>\$ 4,850,000</b>	<b>\$ 4,953,120</b>	<b>\$ 4,991,120</b>
<b>Estimated As % Of Budget</b>			<b>97.9%</b>		
34-80 Shared Wastewater Trtmt	3,857,292	4,070,820	4,000,000	4,070,820	4,070,820
34-81 Reuse Charges	250,848	270,300	250,000	270,300	270,300
49-70 Regional Plant	600,000	612,000	600,000	612,000	650,000
09/99 Reserves	-	-	-	-	-
<b>Sub-total Operating Expenses</b>	<b>\$ 4,708,140</b>	<b>\$ 4,953,120</b>	<b>\$ 4,850,000</b>	<b>\$ 4,953,120</b>	<b>\$ 4,991,120</b>
<b>Department Total</b>	<b>\$ 4,708,140</b>	<b>\$ 4,953,120</b>	<b>\$ 4,850,000</b>	<b>\$ 4,953,120</b>	<b>\$ 4,991,120</b>



## ORGANIZATIONAL CHART

DEPARTMENT: Utilities  
DIVISION: Water Quality

FUND: 401  
DEPT. NO.: 2819



Laboratory Technician, Senior  
Laboratory Technician  
Laboratory Field Technician

46232	14	2.0	2.0	-	2.0	2.0
46212	12	1.0	1.0	-	1.0	1.0
46222	9	1.0	1.0	-	1.0	1.0

**Total Personnel:**

6.0	6.0	-	6.0	6.0
-----	-----	---	-----	-----





## DETAIL EXPENDITURES

Account	2018/2019 Actual Expense	2019/2020 Amended Budget	2019/2020 Estimated Expenditures	2020/2021 Department Request	2020/2021 Proposed Budget
<b>Div 19 Water Quality 401-2819-536</b>					
Department Summary					
Personnel Services	410,072	475,699	462,540	477,410	484,919
Operating Expenses	110,043	199,617	199,617	209,956	209,956
Capital Outlay	3,566	-	-	5,480	5,480
Nonoperating Expenses	4,401	4,843	4,843	5,406	5,406
<b>Total</b>	<b>\$ 528,082</b>	<b>\$ 680,159</b>	<b>\$ 667,000</b>	<b>\$ 698,252</b>	<b>\$ 705,761</b>
<b>Estimated As % Of Budget</b>			<b>98.1%</b>		
12-10 Regular Salaries/wages	244,942	302,969	300,000	302,969	302,969
14-10 Overtime	3,439	4,000	5,000	4,000	4,000
15-12 Cell Phone Allowance	-	-	-	-	-
15-13 Shoe Allowance	590	296	590	296	296
15-20 Car Allowance	900	-	-	-	-
21-10 Employer Fica	18,877	23,200	20,000	23,200	24,456
22-10 General Employees Pension	93,158	95,164	90,000	92,375	92,375
23-10 Life Insurance	98	176	100	176	176
23-20 Disability Insurance	1,504	1,186	1,100	1,186	1,250
23-30 Health Insurance	40,082	45,883	40,000	45,883	50,471
23-32 Cigna Hsa	-	-	-	-	-
23-34 HSA	4,250	-	4,000	4,500	6,000
23-40 Dental Insurance	1,993	2,518	1,500	2,518	2,619
23-50 Vision Insurance	239	307	250	307	307
<b>Sub-total Personnel Services</b>	<b>\$ 410,072</b>	<b>\$ 475,699</b>	<b>\$ 462,540</b>	<b>\$ 477,410</b>	<b>\$ 484,919</b>
34-54 Disp Of Hazardous Matls	-	2,500	2,500	2,500	2,500
41-12 Postage	6,151	13,000	13,000	13,000	13,000
41-15 Cellular Phone/beeper	1,200	1,200	1,200	1,010	1,010
46-20 Equipment Maintenance	10,322	20,000	20,000	18,351	18,351
46-30 Vehicle Maint-garage	7,093	3,930	3,930	4,797	4,797
46-91 Software Maintenance	-	900	900	10,445	10,445
47-10 Printing & Binding	8,518	18,000	20,000	20,000	20,000
49-09 Ins Chgs-workers Comp	9,186	10,034	10,034	10,034	10,034
49-10 Warehouse Service Chg.	382	303	303	369	369
49-17 Other Contractual Srvs	8,326	14,000	12,000	16,500	16,500
49-40 Laboratory Tests	18,349	30,000	30,000	30,100	30,100
49-41 Licenses, Fees & Permits	4,825	3,000	3,000	3,000	3,000
52-01 Supplies	441	1,000	1,000	1,000	1,000
52-20 Opr Equipment <\$750.	-	-	-	-	-
52-21 Chemicals	33,245	61,000	48,000	48,000	48,000
52-23 Safety Clothing/equip.	-	500	500	600	600
52-31 Water Main Supplies	-	9,750	22,750	19,500	19,500
52-75 Equip. Parts/supplies	940	6,000	6,000	6,000	6,000
54-30 Training	1,065	4,500	4,500	4,750	4,750
<b>Sub- Total Operating Expenses</b>	<b>\$ 110,043</b>	<b>\$ 199,617</b>	<b>\$ 199,617</b>	<b>\$ 209,956</b>	<b>\$ 209,956</b>
64-02 General Equipment	3,566	-	-	5,480	5,480
<b>Sub- Total Capital Outlay</b>	<b>\$ 3,566</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 5,480</b>	<b>\$ 5,480</b>
<b>Subtotal</b>	<b>\$ 523,681</b>	<b>\$ 675,316</b>	<b>\$ 662,157</b>	<b>\$ 692,846</b>	<b>\$ 700,355</b>
91-30 Transfer To Veh Srv Fund	4,401	4,843	4,843	5,406	5,406
<b>Department Total</b>	<b>\$ 528,082</b>	<b>\$ 680,159</b>	<b>\$ 667,000</b>	<b>\$ 698,252</b>	<b>\$ 705,761</b>



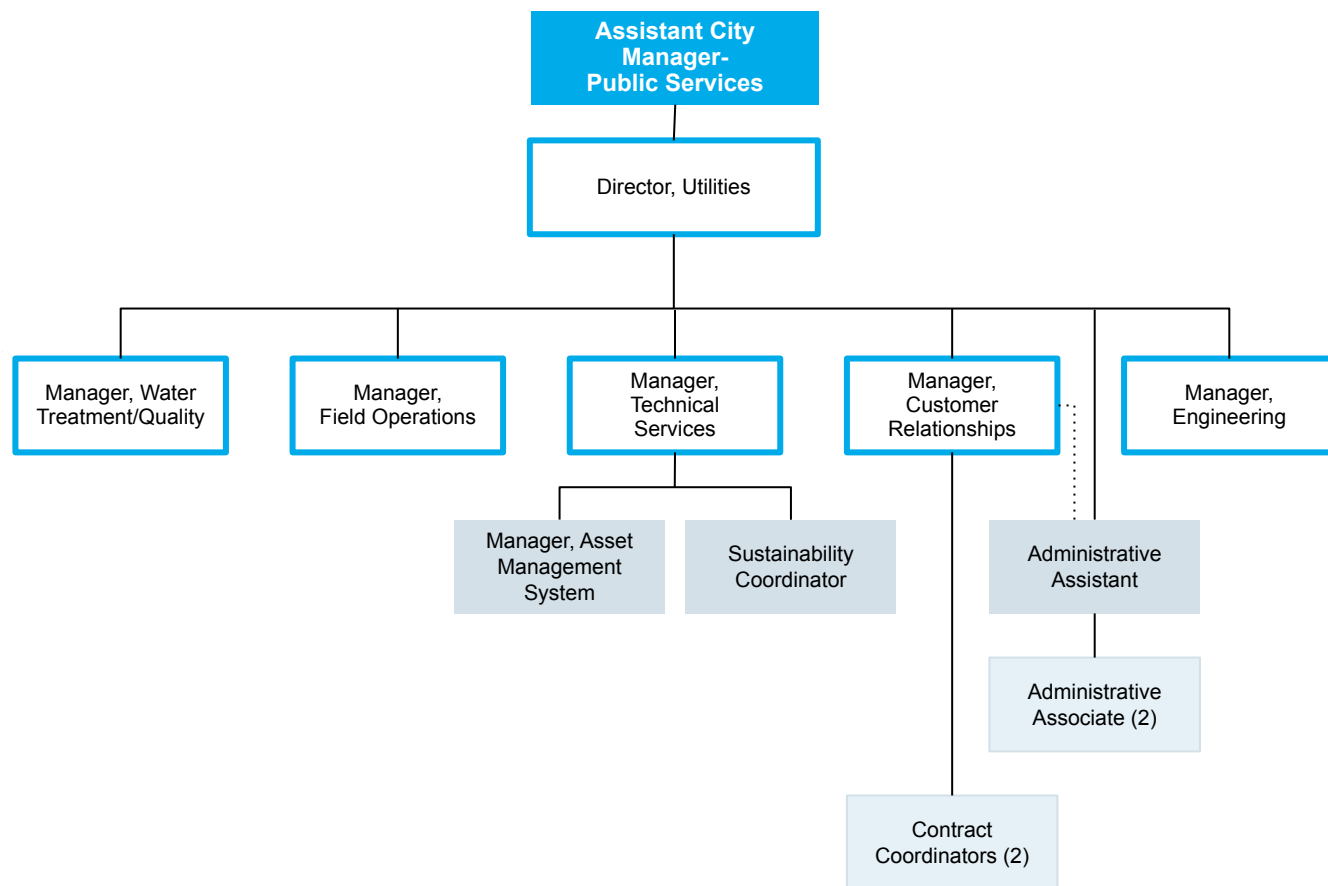
## ORGANIZATIONAL CHART

DEPARTMENT: Utilities

FUND: 401

DIVISION: Utilities Administration

DEPT. NO.: 2821



## PERSONNEL ALLOCATION

<b>DEPARTMENT: Utilities</b>	<b>FUND: 401</b>
<b>DIVISION: Utilities Administration</b>	<b>DEPT. NO.: 2821</b>

Position Title	Position Number	Pay Grade	2018-19 Actual	2019-20 Actual	2020-21 Inc/(Dec)	2020-21 Requested	2020-21 Proposed
<b>Full-Time Positions:</b>							
Assistant City Manager - Public Services	01159	46	1.0	1.0	-	1.0	1.0
Assistant City Manager - Public Services	01149	46	0.25	0.25	-	0.25	0.25
Director, Utilities	48019	45	1.0	1.0	-	1.0	1.0
Manager, Technical Services	48139	39	1.0	1.0	-	1.0	1.0
Manager, Engineering	48129	37	1.0	1.0	-	1.0	1.0
Manager, Water Treatment/Quality	48119	37	1.0	1.0	-	1.0	1.0
Manager, Field Operations	48099	37	1.0	1.0	-	1.0	1.0
Manager, Asset Management System	48169	30	1.0	1.0	-	1.0	1.0
Manager, Customer Relationships	48069	36	1.0	1.0	-	1.0	1.0
Contract Coordinator	70119	14	2.0	2.0	-	2.0	2.0
Sustainability Coordinator	48149	30	1.0	1.0	-	1.0	1.0
Administrative Assistant*	48010	14	-	1.0	-	1.0	1.0
Administrative Associate**	00370	10	-	2.0	-	2.0	2.0
<b>Total Personnel:</b>			11.25	14.25	-	14.25	14.25

\* Position moved from Division 2811

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



## DETAIL EXPENDITURES

Account	2018/2019 Actual Expense	2019/2020 Amended Budget	2019/2020 Estimated Expenditures	2020/2021 Department Request	2020/2021 Proposed Budget
<b>Div 21 Utility Administration 401-2821-536</b>					
Department Summary					
Personnel Services	1,428,510	1,646,010	1,558,843	1,633,302	1,729,841
Operating Expenses	1,961,903	2,138,732	2,159,272	2,192,725	2,192,725
Capital Outlay	30,336	163,535	160,000	150,000	150,000
Nonoperating Expenses	13,779,259	15,010,495	14,326,370	16,215,635	16,796,635
<b>Total</b>	<b>\$ 17,200,008</b>	<b>\$ 18,958,772</b>	<b>\$ 18,204,485</b>	<b>\$ 20,191,662</b>	<b>\$ 20,869,201</b>
<b>Estimated As % Of Budget</b>			<b>96.0%</b>		
12-10 Regular Salaries/wages	988,908	1,153,857	1,100,000	1,106,666	1,106,666
14-10 Overtime	-	300	3,000	3,000	3,000
15-12 Cell Phone Allowance	630	630	500	630	630
15-20 Car Allowance	29,960	34,500	34,500	34,500	34,500
19-99 New Personnel/reclass	-	-	-	-	50,000
21-10 Employer Fica	71,028	83,550	75,000	83,550	97,522
22-10 General Employees Pension	268,284	264,793	264,793	285,888	285,888
23-10 Life Insurance	560	520	500	520	646
23-11 Life Insurance-Retirees	169	-	-	-	-
23-20 Disability Insurance	6,213	4,403	4,000	4,403	4,921
23-30 Health Insurance	52,771	93,678	60,000	93,678	119,869
23-32 Cigna Hsa	-	-	-	-	-
23-34 HSA	6,188	-	7,500	10,688	14,250
23-40 Dental Insurance	3,392	4,151	4,000	4,151	6,219
23-50 Vision Insurance	407	628	550	628	730
25-10 Unemployment	-	5,000	4,500	5,000	5,000
<b>Sub-total Personnel Services</b>	<b>\$ 1,428,510</b>	<b>\$ 1,646,010</b>	<b>\$ 1,558,843</b>	<b>\$ 1,633,302</b>	<b>\$ 1,729,841</b>
31-90 Other Professional Svcs	56,000	78,000	110,000	110,000	110,000
32-10 Audit Fee	36,737	36,737	36,737	36,737	36,737
41-15 Cellular Phone/beeper	6,140	4,770	4,770	4,906	4,906
43-30 Garbage Fees/roll Offs	-	4,500	5,000	5,000	5,000
44-31 Copy Machine Rental	6,883	8,964	-	6,700	6,700
46-10 Building Repairs	6,631	10,000	10,000	10,000	10,000
46-20 Equipment Maintenance	1,339	26,500	30,000	26,500	26,500
52-27 Vehicle Maint-garage	5,235	2,918	2,918	3,145	3,145
46-30 Reuse Maintenance	2,604	3,000	-	3,000	3,000
46-91 Software Maintenance	215,246	191,760	195,000	205,517	205,517
47-10 Printing & Binding	-	-	-	-	-
49-08 Ins Chgs-auto/prop/liab	1,368,421	1,513,819	1,513,819	1,513,819	1,513,819
49-09 Ins Chgs-workers Comp	34,953	38,204	38,204	38,204	38,204
49-10 Warehouse Service Chg.	7,781	7,274	7,274	15,047	15,047
49-17 Other Contractual Svcs	127,363	112,736	115,000	115,000	115,000
49-41 Licenses, Fees & Permits	2,216	15,000	15,000	15,000	15,000
51-10 Office Supplies	14,565	12,500	12,500	13,000	13,000
51-25 Computer Sftwre <\$750	-	5,000	2,500	5,000	5,000
52-01 Supplies	1,089	1,000	1,000	1,100	1,100
52-20 Opr Equipment <\$750.	9,416	14,000	10,000	10,000	10,000
52-22 Uniforms	19,012	19,000	19,000	19,500	19,500
52-23 Safety Clothing/equip.	279	300	300	300	300
52-24 Bldg Supplies/materials	1,620	1,000	1,000	1,000	1,000
52-27 Hardware/tools	-	-	-	-	-
52-36 Water Reuse Main Supplies	12,225	6,500	6,500	6,500	6,500
52-75 Equip. Parts/supplies	1,530	2,500	2,500	2,500	2,500
52-85 Food Supplies	48	250	250	250	250
54-20 Memberships	7,033	7,500	10,000	10,000	10,000
54-30 Training	17,537	15,000	10,000	15,000	15,000
<b>Sub- Total Operating Expenses</b>	<b>\$ 1,961,903</b>	<b>\$ 2,138,732</b>	<b>\$ 2,159,272</b>	<b>\$ 2,192,725</b>	<b>\$ 2,192,725</b>



Account	2016/2017 Actual Expense	2017/2018 Amended Budget	2017/2018 Estimated Expenditures	2018/2019 Department Request	2018/2019 Proposed Budget
64-01 Building Improvements	1,155	-	-	-	-
64-02 General Equipment	2,892	-	-	-	-
64-14 Computer Software	-	88,535	85,000	75,000	75,000
64-15 Computer Equipment	26,289	75,000	75,000	75,000	75,000
64-16 Furniture & Fixtures	-	-	-	-	-
<b>Sub- Total Capital Outlay</b>	<b>\$ 30,336</b>	<b>\$ 163,535</b>	<b>\$ 160,000</b>	<b>\$ 150,000</b>	<b>\$ 150,000</b>
<b>Subtotal</b>	<b>\$ 3,420,749</b>	<b>\$ 3,948,277</b>	<b>\$ 3,878,115</b>	<b>\$ 3,976,027</b>	<b>\$ 4,072,566</b>
91-01 Transfer To General Fund	3,750,000	4,000,000	4,000,000	4,000,000	4,109,000
91-02 Transfer To Self Ins/w.c.	123,870	123,870	123,870	123,870	123,870
91-13 Transfer To Gf-dirct Ovhd	2,850,000	3,050,000	3,050,000	3,050,000	3,522,000
91-30 Transfer To Veh Srv Fund	11,212	11,791	-	27,765	27,765
91-31 Transfer To W/s Ren/repl	7,000,000	7,000,000	7,000,000	8,000,000	8,000,000
91-38 Conservation Fund	22,778	67,500	67,500	55,000	55,000
95-44 Sustainability Fund	-	85,000	85,000	75,000	75,000
95-60 Uncollectible Expense	21,399	-	-	-	-
99-03 Rsv. For Future Approp.	-	672,334	-	884,000	884,000
<b>Department Total</b>	<b>\$ 17,200,008</b>	<b>\$ 18,958,772</b>	<b>\$ 18,204,485</b>	<b>\$ 20,191,662</b>	<b>\$ 20,869,201</b>



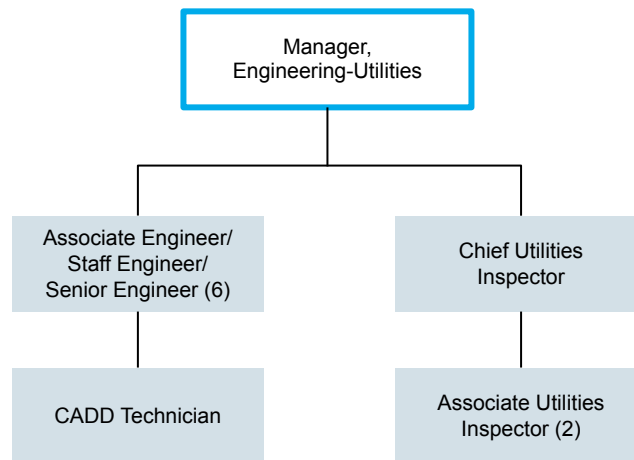
## DETAIL EXPENDITURES

Account	2018/2019 Actual Expense	2019/2020 Amended Budget	2019/2020 Estimated Expenditures	2020/2021 Department Request	2020/2021 Proposed Budget
<b>Div 22 General Administration 401-2822-536</b>					
Department Summary					
Personnel Services	-	-	-	-	-
Operating Expenses	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Nonoperating Expenses	11,587,271	-	-	-	-
<b>Total</b>	<b>\$ 11,587,271</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Estimated As % Of Budget</b>					
23-11	-	-	-	-	-
<b>Sub-total Personnel Services</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
49-08 Ins Chgs-auto/prop/liab	-	-	-	-	-
52-36 Water Reuse Main Supplies	-	-	-	-	-
<b>Sub- Total Operating Expenses</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
63-12	-	-	-	-	-
<b>Sub- Total Capital Outlay</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Subtotal</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
95-40 Depreciation Expense	11,587,271	-	-	-	-
95-60 Uncollectible Expense	-	-	-	-	-
99-02 Non-budgeted Expense	-	-	-	-	-
<b>Sub- Total Nonoperating Exps.</b>	<b>\$ 11,587,271</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Department Total</b>	<b>\$ 11,587,271</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>



# ORGANIZATIONAL CHART

DEPARTMENT: Utilities	FUND: 401
DIVISION: Utilities Engineering	DEPT. NO.: 2823



## PERSONNEL ALLOCATION

DEPARTMENT: Utilities  
DIVISION: Utilities Engineering

FUND: 401  
DEPT. NO.: 2823

Position Title	Position Number	Pay Grade	2018-19 Actual	2019-20 Actual	2020-21 Inc/(Dec)	2020-21 Requested	2020-21 Proposed
<b>Full-Time Positions:</b>							
Engineering Career Path Positions *			6.0	6.0	-	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	-	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	-	2.0	2.0
Career Path Utility Field Technician I-IV **			3.0	-	-	-	-
Utility Field Technician I		7	*	*	*	*	*
Utility Field Technician II		9	*	*	*	*	*
Utility Field Technician III		12	*	*	*	*	*
Utility Field Technician IV		16	*	*	*	*	*
<b>Total Personnel:</b>			13.0	10.0	-	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	2018/2019 Actual Expense	2019/2020 Amended Budget	2019/2020 Estimated Expenditures	2020/2021 Department Request	2020/2021 Proposed Budget
<b>Div 23 Utilities Engineering 401-2823-536</b>					
Department Summary					
Personnel Services	1,257,224	1,282,436	1,163,545	1,207,321	1,197,904
Operating Expenses	82,828	104,407	94,213	96,056	96,056
Capital Outlay	-	-	-	-	-
Nonoperating Expenses	19,669	24,247	24,247	17,699	17,699
<b>Total</b>	<b>\$ 1,359,721</b>	<b>\$ 1,411,090</b>	<b>\$ 1,282,005</b>	<b>\$ 1,321,076</b>	<b>\$ 1,311,659</b>
<b>Estimated As % Of Budget</b>			<b>90.9%</b>		
12-10 Regular Salaries/wages	768,395	804,761	750,000	804,761	804,761
14-10 Overtime	12,684	30,000	20,000	20,000	20,000
15-13 Shoe Allowance	590	739	739	739	739
15-20 Car Allowance	6,445	7,200	3,600	7,200	7,200
19-99 New Personnel/reclass	-	11,861	-	-	-
21-10 Employer Fica	57,677	61,621	55,000	61,621	57,216
22-10 General Employees Pension	280,062	257,406	257,406	196,652	196,652
23-10 Life Insurance	408	164	250	164	517
23-20 Disability Insurance	5,058	3,150	2,500	3,150	2,924
23-30 Health Insurance	108,256	99,413	60,000	99,413	92,530
23-32 Cigna Hsa	-	-	-	-	-
23-34 HSA	11,500	-	9,000	7,500	10,000
23-40 Dental Insurance	5,490	5,455	4,500	5,455	4,801
23-50 Vision Insurance	659	666	550	666	564
<b>Sub-total Personnel Services</b>	<b>\$ 1,257,224</b>	<b>\$ 1,282,436</b>	<b>\$ 1,163,545</b>	<b>\$ 1,207,321</b>	<b>\$ 1,197,904</b>
31-90 Other Professional Svcs	26,817	37,580	38,580	40,000	40,000
40-12 Business Meetings	-	1,000	1,000	1,000	1,000
41-15 Cellular Phone/beeper	6,480	7,900	4,500	4,032	4,032
41-15 Vehicle Maint-garage	27,393	23,594	22,000	20,117	20,117
46-30 Software Maintenance	4,779	9,600	8,000	7,146	7,146
46-91 Printing & Binding	-	100	-	100	100
47-10 Ins Chgs-workers Comp	1,545	1,683	1,683	1,683	1,683
49-09 Warehouse Service Chg.	1,007	1,150	1,150	1,178	1,178
49-10 Other Contractual Svcs	12	1,000	500	1,000	1,000
49-17 Licenses, Fees & Permits	599	2,000	1,000	1,000	1,000
49-41 Supplies	3,368	6,000	4,000	6,000	6,000
52-01 Opr Equipment <\$750.	-	2,000	2,000	2,000	2,000
52-20 Safety Clothing/equip.	495	500	500	500	500
52-23 Hardware/tools	348	2,000	1,000	2,000	2,000
52-27 Equip. Parts/supplies	425	1,000	1,000	1,000	1,000
52-85 Food Supplies	-	300	300	300	300
54-30 Training	9,560	7,000	7,000	7,000	7,000
<b>Sub- Total Operating Expenses</b>	<b>\$ 82,828</b>	<b>\$ 104,407</b>	<b>\$ 94,213</b>	<b>\$ 96,056</b>	<b>\$ 96,056</b>
64-02 General Equipment	-	-	-	-	-
<b>Sub- Total Capital Outlay</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Subtotal</b>	<b>\$ 1,340,052</b>	<b>\$ 1,386,843</b>	<b>\$ 1,257,758</b>	<b>\$ 1,303,377</b>	<b>\$ 1,293,960</b>
91-30 Transfer To Veh Srv Fund	19,669	24,247	24,247	17,699	17,699
<b>Department Total</b>	<b>\$ 1,359,721</b>	<b>\$ 1,411,090</b>	<b>\$ 1,282,005</b>	<b>\$ 1,321,076</b>	<b>\$ 1,311,659</b>



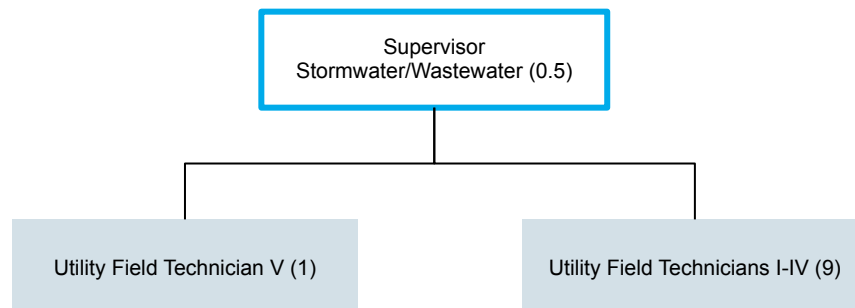
## ORGANIZATIONAL CHART

DEPARTMENT: **Utilities**

FUND: **401**

DIVISION: **Stormwater Utilities**

DEPT. NO.: **2824**



# PERSONNEL ALLOCATION

<b>DEPARTMENT: Utilities</b>	<b>FUND: 401</b>
<b>DIVISION: Stormwater Utilities</b>	<b>DEPT. NO.: 2824</b>

Position Title	Position Number	Pay Grade	2018-19 Actual	2019-20 Actual	2020-21 Inc/(Dec)	2020-21 Requested	2020-21 Proposed
<b>Full-Time Positions:</b>							
Supervisor, Wastewater/Pumping Stations	44019	26	0.5	0.5	-	0.5	0.5
Utility Field Technician V	44060	20	1.0	1.0	-	1.0	1.0
Career Path Utility Field Technician I-IV			8.0	9.0	-	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	*	*	*	*	*
<b>Total Personnel:</b>			9.5	10.5	-	10.5	10.5



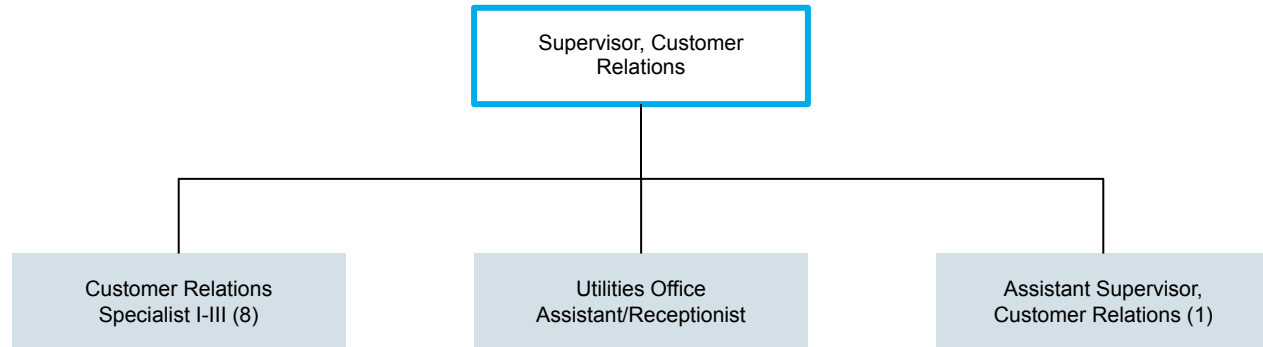
## DETAIL EXPENDITURES

Account	2018/2019 Actual Expense	2019/2020 Amended Budget	2019/2020 Estimated Expenditures	2020/2021 Department Request	2020/2021 Proposed Budget
<b>Div 24 Stormwater Maintenance 401-2824-536</b>					
Department Summary					
Personnel Services	497,133	619,933	546,236	660,156	693,921
Operating Expenses	282,029	430,736	411,501	514,408	514,408
Capital Outlay	-	140,000	124,000	-	-
Nonoperating Expenses	287,316	291,983	291,983	288,982	288,982
<b>Total</b>	<b>\$ 1,066,478</b>	<b>\$ 1,482,652</b>	<b>\$ 1,373,720</b>	<b>\$ 1,463,546</b>	<b>\$ 1,497,311</b>
<b>Estimated As % Of Budget</b>			<b>92.7%</b>		
12-10 Regular Salaries/wages	315,087	398,482	325,000	398,482	398,482
14-10 Overtime	5,664	20,000	20,000	20,000	20,000
15-13 Shoe Allowance	885	1,331	1,331	1,331	1,331
15-20 Car Allowance	750	1,800	1,800	1,800	1,800
19-99 New Personnel/reclass	-	-	-	-	-
21-10 Employer Fica	24,448	28,066	25,000	28,066	33,994
22-10 General Employees Pension	92,615	95,645	96,645	127,993	127,993
23-10 Life Insurance	70	113	110	113	189
23-20 Disability Insurance	1,835	1,434	1,400	1,434	1,737
23-30 Health Insurance	48,698	68,824	65,000	68,824	92,530
23-32 Cigna Hsa	-	-	-	-	-
23-34 HSA	4,437	-	6,000	7,875	10,500
23-40 Dental Insurance	2,360	3,777	3,500	3,777	4,801
23-50 Vision Insurance	284	461	450	461	564
<b>Sub-total Personnel Services</b>	<b>\$ 497,133</b>	<b>\$ 619,933</b>	<b>\$ 546,236</b>	<b>\$ 660,156</b>	<b>\$ 693,921</b>
41-15 Cellular Phone/beeper	3,300	2,700	2,700	4,536	4,536
43-10 Electric Service	3,314	3,000	3,000	3,000	3,000
43-20 Water/Sewer Service	4,422	10,000	5,000	5,000	5,000
44-30 Equipment Rental	521	1,500	1,500	3,000	3,000
46-20 Equipment Maintenance	252	500	500	500	500
46-30 Vehicle Maint-garage	50,681	83,935	65,000	74,933	74,933
46-44 Storm Drain Repairs	14,441	25,000	25,000	30,000	30,000
46-91 Software Maintenance	-	6,400	6,400	3,450	3,450
46-98 Grounds Maintenance	91,565	81,719	81,719	81,720	81,720
49-09 Ins Chgs-workers Comp	11,186	12,219	12,219	12,219	12,219
49-10 Warehouse Service Chg.	2,890	3,088	3,088	3,300	3,300
49-17 Other Contractual Svcs	69,051	147,875	152,875	223,000	223,000
49-41 Licenses, Fees & Permits	989	1,500	1,500	1,500	1,500
52-01 Supplies	142	800	500	1,000	1,000
52-20 Opr Equipment <\$750.	-	500	500	750	750
52-23 Safety Clothing/Equip.	1,907	3,000	3,000	3,000	3,000
52-24 Bldg Supplies/Materials	-	-	-	-	-
52-27 Hardware/tools	1,047	2,000	2,000	3,500	3,500
52-33 Storm Drain Supplies	20,021	35,000	35,000	50,000	50,000
52-75 Equip. Parts/supplies	3,140	3,500	3,500	3,500	3,500
52-85 Food Supplies	-	-	-	-	-
53-11 Traffic/street Signs	-	1,000	1,000	2,500	2,500
54-30 Training	3,160	5,500	5,500	4,000	4,000
<b>Sub- Total Operating Expenses</b>	<b>\$ 282,029</b>	<b>\$ 430,736</b>	<b>\$ 411,501</b>	<b>\$ 514,408</b>	<b>\$ 514,408</b>
64-02 General Equipment	-	10,000	10,000	-	-
64-33 Vehicle Purchases	-	130,000	114,000	-	-
<b>Sub- Total Capital Outlay</b>	<b>\$ -</b>	<b>\$ 140,000</b>	<b>\$ 124,000</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Subtotal</b>	<b>\$ 779,162</b>	<b>\$ 1,190,669</b>	<b>\$ 1,081,737</b>	<b>\$ 1,174,564</b>	<b>\$ 1,208,329</b>
91-30 Transfer To Veh Srv Fund	287,316	291,983	291,983	288,982	288,982
<b>Department Total</b>	<b>\$ 1,066,478</b>	<b>\$ 1,482,652</b>	<b>\$ 1,373,720</b>	<b>\$ 1,463,546</b>	<b>\$ 1,497,311</b>



## ORGANIZATIONAL CHART

<b>DEPARTMENT: Utilities</b>	<b>FUND: 401</b>
<b>DIVISION: Customer Relations</b>	<b>DEPT. NO.: 2825</b>



Unspecified Personnel			8.0	8.0	-	8.0	8.0
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	-	1.0	1.0
<b>Total Personnel:</b>			11.0	11.0	-	11.0	11.0



## DETAIL EXPENDITURES

Account	2018/2019 Actual Expense	2019/2020 Amended Budget	2019/2020 Estimated Expenditures	2020/2021 Department Request	2020/2021 Proposed Budget
<b>Div 25 Customer Relations 401-2825-536</b>					
Department Summary					
Personnel Services	645,537	690,905	676,272	704,198	729,301
Operating Expenses	544,424	430,803	599,107	332,978	332,978
Capital Outlay	-	-	-	-	-
Nonoperating Expenses	-	-	-	-	-
<b>Total</b>	<b>\$ 1,189,961</b>	<b>\$ 1,121,708</b>	<b>\$ 1,275,379</b>	<b>\$ 1,037,176</b>	<b>\$ 1,062,279</b>
<b>Estimated As % Of Budget</b>			<b>113.70%</b>		
12-10 Regular Salaries/wages	378,469	433,194	425,000	433,194	433,194
14-10 Overtime	609	500	2,100	1,000	1,000
15-20 Car Allowance	1,800	1,800	1,800	1,800	1,800
21-10 Employer Fica	28,261	33,139	30,000	33,139	38,491
22-10 General Employees Pension	156,375	139,222	139,222	143,765	143,765
23-10 Life Insurance	139	176	150	176	189
23-20 Disability Insurance	2,347	1,694	1,500	1,694	1,967
23-30 Health Insurance	67,740	76,472	65,000	76,472	92,530
23-32 Cigna Hsa	-	-	-	-	-
23-34 HSA	6,115	-	7,500	8,250	11,000
23-40 Dental Insurance	3,287	4,196	3,500	4,196	4,801
23-50 Vision Insurance	395	512	500	512	564
<b>Sub-total Personnel Services</b>	<b>\$ 645,537</b>	<b>\$ 690,905</b>	<b>\$ 676,272</b>	<b>\$ 704,198</b>	<b>\$ 729,301</b>
41-12 Postage	-	-	-	-	-
41-15 Cellular Phone/beeper	1,080	1,080	1,080	1,008	1,008
43-20 Water/Sewer Service	1,774	1,800	1,600	-	-
44-31 Office Rental	136,902	94,200	265,000	-	-
46-20 Equipment Rental	10,530	4,212	-	-	-
46-30 Copy Machine Rental	1,072	2,500	2,500	2,400	2,400
46-91 Vehicle Maint-garage	-	1,084	-	44	44
47-10 Software Maintenance	3,000	10,000	9,000	10,000	10,000
49-09 Printing & Binding	831	1,000	1,000	1,000	1,000
49-10 Ins Chgs-workers Comp	1,312	1,433	1,433	1,433	1,433
49-14 Warehouse Service Chg.	4,764	2,994	2,994	1,593	1,593
49-17 Credit Card Fees	6,837	-	8,000	-	-
49-18 Other Contractual Svcs	371,767	300,000	295,000	305,000	305,000
51-10 Office Supplies	3,892	5,500	6,000	5,500	5,500
52-20 Opr Equipment <\$750.	-	-	-	-	-
54-30 Training	663	5,000	5,500	5,000	5,000
<b>Sub- Total Operating Expenses</b>	<b>\$ 544,424</b>	<b>\$ 430,803</b>	<b>\$ 599,107</b>	<b>\$ 332,978</b>	<b>\$ 332,978</b>
64-02 General Equipment	-	-	-	-	-
64-14 Computer Software	-	-	-	-	-
64-16 Furniture & Fixtures	-	-	-	-	-
<b>Sub- Total Capital Outlay</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Subtotal</b>	<b>1,189,961</b>	<b>1,121,708</b>	<b>1,275,379</b>	<b>1,037,176</b>	<b>1,062,279</b>
91-30 Transfer To Veh Srv Fund	-	-	-	-	-
<b>Sub- Total Transfers</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Department Total</b>	<b>\$ 1,189,961</b>	<b>\$ 1,121,708</b>	<b>\$ 1,275,379</b>	<b>\$ 1,037,176</b>	<b>\$ 1,062,279</b>



## DETAIL EXPENDITURES

Account	2018/2019 Actual Expense	2019/2020 Amended Budget	2019/2020 Estimated Expenditures	2020/2021 Department Request	2020/2021 Proposed Budget
<b>Div 11 Debt Service 401-3011-517</b>					
Department Summary					
Personnel Services	-	-	-	-	-
Operating Expenses	10,450	9,000	9,000	9,000	9,000
Capital Outlay	-	-	-	-	-
Nonoperating Expenses	3,166,730	7,435,383	7,435,190	6,738,135	6,738,135
<b>Total</b>	<b>\$ 3,177,180</b>	<b>\$ 7,444,383</b>	<b>\$ 7,444,190</b>	<b>\$ 6,747,135</b>	<b>\$ 6,747,135</b>
<b>Estimated As % Of Budget</b>			<b>100.0%</b>		
31-90 Other Professional Svcs	10,450	9,000	9,000	9,000	9,000
<b>Sub-total Operating Expenses</b>	<b>\$ 10,450</b>	<b>\$ 9,000</b>	<b>\$ 9,000</b>	<b>\$ 9,000</b>	<b>\$ 9,000</b>
71-01 Principal Payment	-	4,215,000	4,215,000	4,640,000	4,640,000
72-01 Debt Interest Expense	3,324,702	3,217,383	3,217,000	2,095,135	2,095,135
73-01 Fiscal Agents Fee	2,365	3,000	3,190	3,000	3,000
73-02 Bond Issuance Expense	-	-	-	-	-
95-30 Amortized Interest	(160,337)	-	-	-	-
<b>Sub- Total Non-operating Expenses</b>	<b>\$ 3,166,730</b>	<b>\$ 7,435,383</b>	<b>\$ 7,435,190</b>	<b>\$ 6,738,135</b>	<b>\$ 6,738,135</b>
64-14 Computer Software	-	-	-	-	-
<b>Sub- Total Capital Outlay</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Subtotal</b>	<b>\$ 3,177,180</b>	<b>\$ 7,444,383</b>	<b>\$ 7,444,190</b>	<b>\$ 6,747,135</b>	<b>\$ 6,747,135</b>
95-42 Renewal And Replacement	-	-	-	-	-
<b>Sub- Total Transfers</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Department Total</b>	<b>\$ 3,177,180</b>	<b>\$ 7,444,383</b>	<b>\$ 7,444,190</b>	<b>\$ 6,747,135</b>	<b>\$ 6,747,135</b>





# Solid Waste Fund

---

FY 2020-2021 Proposed Budget



## Detail Revenues

Account Description	2018/2019 Actual Revenue	2019/2020 Amended Revenue	2019/2020 Estimated Revenue	2020/2021 Proposed Revenue	2020/2021 Proposed Revenue
<b>Charges For Services</b>					
Recycling Rev Share/swa	8,215	30,600	5,000	5,000	5,000
Garbage Fees	4,634,331	4,284,000	4,532,000	4,500,000	4,500,000
San Rev Enhance Svc	-	-	-	-	-
Garbage/roll-off Contain	1,878,639	1,500,000	1,500,000	1,650,000	1,650,000
Garbage/commer Rcyl	233,046	209,100	227,000	215,000	215,000
Commercial Dumping	3,567,243	3,060,000	3,168,138	3,100,000	3,100,000
Refuse-multifamily	2,301,543	2,200,000	2,213,000	2,360,000	2,360,000
<b>Total Charges For Services</b>	<b>\$ 12,623,017</b>	<b>\$ 11,283,700</b>	<b>\$ 11,645,138</b>	<b>\$ 11,830,000</b>	<b>\$ 11,830,000</b>
			103.20%		
<b>Investment Income</b>					
Interest Income	97	10,000	10,000	2,799	2,799
<b>Total Investment Income</b>	<b>\$ 97</b>	<b>\$ 10,000</b>	<b>\$ 10,000</b>	<b>\$ 2,799</b>	<b>\$ 2,799</b>
<b>Miscellaneous Income</b>					
Miscellaneous Income	62	1,000	300	1,000	1,000
<b>Total Miscellaneous Income</b>	<b>\$ 62</b>	<b>\$ 1,000</b>	<b>\$ 300</b>	<b>\$ 1,000</b>	<b>\$ 1,000</b>
<b>Transfers In</b>					
Golf Course	10,000	10,000	10,000	10,000	10,000
<b>Total Transfers In</b>	<b>\$ 10,000</b>	<b>\$ 10,000</b>	<b>\$ 10,000</b>	<b>\$ 10,000</b>	<b>\$ 10,000</b>
<b>Subtotal</b>	<b>\$ 12,633,176</b>	<b>\$ 11,304,700</b>	<b>\$ 11,665,438</b>	<b>\$ 11,843,799</b>	<b>\$ 11,843,799</b>
Fund Balance (Increase) Decrease	(1,439,037)	85,223	(539,069)	(181,840)	(219,589)
<b>Grand Total</b>	<b>\$ 11,194,139</b>	<b>\$ 11,389,923</b>	<b>\$ 11,126,369</b>	<b>\$ 11,661,959</b>	<b>\$ 11,624,210</b>

## SUMMARY OF EXPENDITURES

Account	2018/2019 Actual Expense	2019/2020 Amended Budget	2019/2020 Estimated Expenditures	2020/2021 Department Request	2020/2021 Proposed Budget
<b>Solid Waste Fund 431-2515-534</b>					
Department Summary					
Personnel Services	3,602,357	3,543,239	3,812,614	3,863,545	3,885,796
Operating Expenses	5,107,750	5,244,708	4,786,442	5,201,804	5,141,804
Capital Outlay	3,267	5,150	1,000	3,000	3,000
Nonoperating Expenses	2,480,765	2,596,826	2,526,313	2,593,610	2,593,610
<b>Total</b>	<b>\$ 11,194,139</b>	<b>\$ 11,389,923</b>	<b>\$ 11,126,369</b>	<b>\$ 11,661,959</b>	<b>\$ 11,624,210</b>
<b>Estimated As % Of Budget</b>			97.7%		



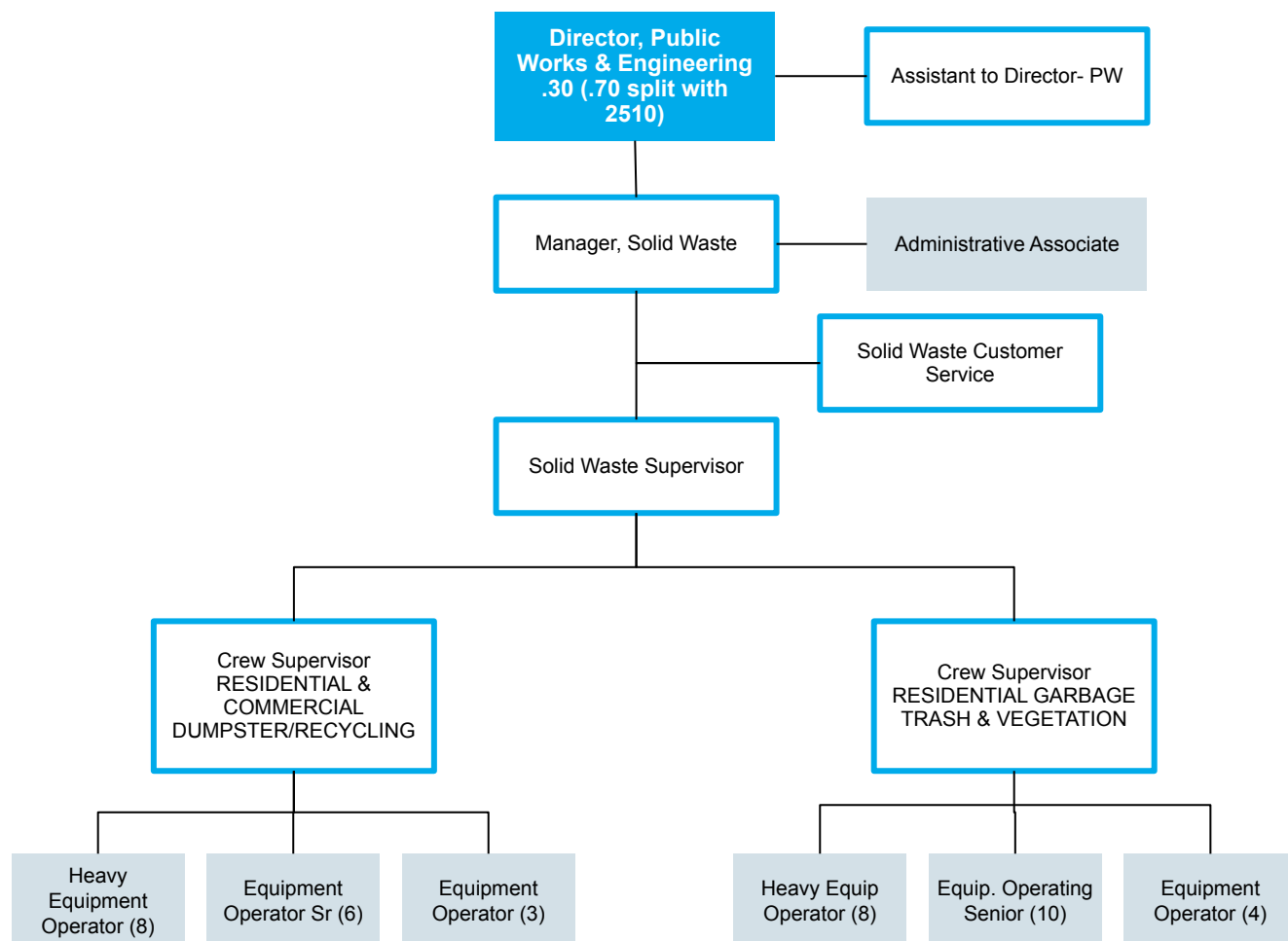
## ORGANIZATIONAL CHART

DEPARTMENT: Public Works

FUND: 431

DIVISION: Solid Waste

DEPT. NO.: 2515



## PERSONNEL ALLOCATION

DEPARTMENT: Public Works  
DIVISION: Solid Waste

FUND: 431  
DEPT. NO.: 2515

Position Title	Position Number	Pay Grade	2018-19 Actual	2019-20 Actual	2020-21 Inc/(Dec)	2020-21 Requested	2020-21 Proposed
<b>Full Time Positions:</b>							
Director, Public Works and Engineering	51019	45	0.3	0.3	-	0.3	0.3
Manager, Solid Waste	55019	30	1.0	1.0	-	1.0	1.0
Solid Waste Supervisor	55029	20	1.0	1.0	-	1.0	1.0
Crew Supervisor	82250	17	2.0	2.0	-	2.0	2.0
Heavy Equipment Operator	81261	12	16.0	16.0	-	16.0	16.0
Administrative Associate	00370	10	1.0	1.0	-	1.0	1.0
Equipment Operator, Senior	81251	10	16.0	16.0	-	16.0	16.0
Equipment Operator	81241	8	7.0	7.0	-	7.0	7.0
Solid Waste							
Customer Service Representative	55010	11	1.0	1.0	-	1.0	1.0
Assistant to Director - PW	51049	20	1.0	1.0	-	1.0	1.0
<b>Part-Time Positions (FTE):</b>							
Crew Worker		6	-	1.0	-	1.0	1.0
<b>Total Personnel:</b>			46.3	47.3	-	47.3	47.3



## DETAIL EXPENDITURES

Account	2018/2019 Actual Expense	2019/2020 Amended Budget	2019/2020 Estimated Expenditures	2020/2021 Department Request	2020/2021 Proposed Budget
<b>Div 15 Public Works: Solid Waste 431-2515-534</b>					
Department Summary					
Personnel Services	3,602,357	3,543,239	3,812,614	3,863,545	3,885,796
Operating Expenses	5,107,750	5,244,708	4,786,442	5,201,804	5,141,804
Capital Outlay	3,267	5,150	1,000	3,000	3,000
Nonoperating Expenses	2,480,765	2,596,826	2,526,313	2,593,610	2,593,610
<b>Total</b>	<b>\$ 11,194,139</b>	<b>\$ 11,389,923</b>	<b>\$ 11,126,369</b>	<b>\$ 11,661,959</b>	<b>\$ 11,624,210</b>
<b>Estimated As % Of Budget</b>			<b>97.7%</b>		
12-10 Regular Salaries/wages	2,034,017	2,136,100	2,108,465	2,339,299	2,339,299
12-20 Holiday Pay	43,055	42,179	42,179	42,179	42,179
14-10 Overtime	340,573	90,786	390,116	100,000	100,000
15-12 Cell Phone Allowance	151	152	152	152	152
15-13 Shoe Allowance	5,015	6,068	5,458	6,364	6,364
15-20 Car Allowance	5,040	5,040	5,040	5,040	5,040
19-99 New Personnel/reclass	-	-	-	-	-
21-10 Employer Fica	181,094	160,515	196,000	175,610	171,711
22-10 General Employees Pension	594,348	708,914	708,914	752,141	752,141
23-10 Life Insurance	620	832	666	617	750
23-11 Life Insurance-retirees	85	200	96	200	150
23-20 Disability Insurance	12,718	7,820	13,778	9,013	8,663
23-30 Health Insurance	333,327	361,728	286,000	374,711	389,468
23-32 Cigna Hsa	750	-	-	-	-
23-34 HSA	32,040	-	36,406	35,475	47,300
23-40 Dental Insurance	16,981	20,449	17,270	20,269	20,207
23-50 Vision Insurance	2,040	2,456	2,074	2,475	2,372
25-10 Unemployment	503	-	-	-	-
<b>Sub-total Personnel Services</b>	<b>\$ 3,602,357</b>	<b>\$ 3,543,239</b>	<b>\$ 3,812,614</b>	<b>\$ 3,863,545</b>	<b>\$ 3,885,796</b>
32-10 Audit Fee	4,269	4,269	4,269	4,269	4,269
34-62 Waste Disposal	2,516,477	2,375,000	2,500,000	2,375,000	2,375,000
41-15 Cellular Phone/beeper	14,231	8,160	8,160	30,720	30,720
43-10 Electric Service	1,914	1,000	1,231	1,250	1,250
43-20 Water/sewer Service	543	500	444	500	500
44-31 Copy Machine Rental	704	4,200	4,200	4,200	4,200
46-30 Vehicle Service Cost	1,355,437	1,383,848	1,200,000	1,410,510	1,410,510
46-31 Vehicle Maint. - Other	10,148	-	-	-	-
46-91 Software Maintenance	415	178,400	-	15,044	5,044
46-93 Dumpster Repairs	101,758	100,000	150,000	150,000	150,000
47-10 Printing & Binding	5,018	6,000	5,200	6,000	6,000
49-08 Ins Chgs-auto/prop/liab	245,530	273,467	273,467	278,903	278,903
49-09 Self Insurance Chgs (W/c)	233,992	255,598	255,598	271,636	271,636
49-10 Warehouse Service Chg.	5,546	5,141	5,148	6,597	6,597
49-12 Legal Ads	465	-	-	-	-
49-14 Credit Card Fees	8,272	3,000	22,800	25,000	25,000
49-17 Other Contractual Svcs	288,406	257,500	-	217,500	217,500
49-41 Licenses, Fees & Permits	1,037	1,000	1,000	1,000	1,000
51-10 Office Supplies	3,006	2,000	2,000	2,000	2,000
52-22 Opr Equipment <\$750	-	500	500	500	500
52-22 Uniforms	9,990	12,250	16,000	14,750	14,750
52-23 Safety Clothing/equip.	3,365	12,250	6,000	6,000	6,000
52-27 Hardware/tools	254	350	350	350	350
52-74 Carts/containers	278,610	310,000	310,000	345,000	300,000
52-99 Misc. Supplies	18,140	42,700	14,000	25,000	20,000
54-20 Memberships	223	1,075	1,075	1,075	1,075
54-30 Training	-	6,500	5,000	9,000	9,000
<b>Sub- Total Operating Expenses</b>	<b>\$ 5,107,750</b>	<b>\$ 5,244,708</b>	<b>\$ 4,786,442</b>	<b>\$ 5,201,804</b>	<b>\$ 5,141,804</b>



Account	2018/2019 Actual Expense	2019/2020 Amended Budget	2019/2020 Estimated Expenditures	2020/2021 Department Request	2020/2021 Proposed Budget
64-02 General Equipment	2,119	1,000	1,000	-	-
64-19 Computer Equipment	1,148	4,150	-	3,000	3,000
<b>Sub- Total Capital Outlay</b>	<b>\$ 3,267</b>	<b>\$ 5,150</b>	<b>\$ 1,000</b>	<b>\$ 3,000</b>	<b>\$ 3,000</b>
<b>Subtotal</b>	<b>\$ 8,713,374</b>	<b>\$ 8,793,097</b>	<b>\$ 8,600,056</b>	<b>\$ 9,068,349</b>	<b>\$ 9,030,600</b>
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	1,297,976	1,395,383	1,395,383	1,437,680	1,437,680
95-40 Depreciation Expense	1,610	-	-	-	-
95-60 Uncollectible Expense	(18,886)	70,513	-	25,000	25,000
99-02 Non-budgeted Expense	69,135	-	-	-	-
<b>Department Total</b>	<b>\$ 11,194,139</b>	<b>\$ 11,389,923</b>	<b>\$ 11,126,369</b>	<b>\$ 11,661,959</b>	<b>\$ 11,624,210</b>





# Golf Course Fund

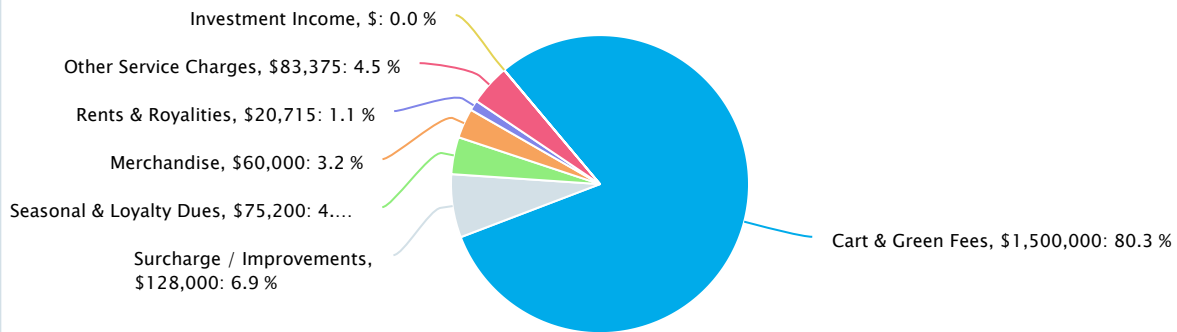
---

FY 2020-2021 Proposed Budget

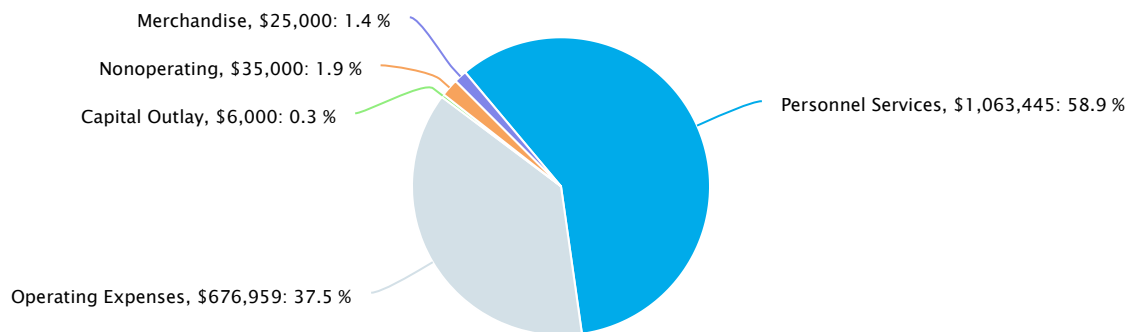
### GOLF COURSE FUND

Revenue:	
Seasonal & Loyalty Dues	\$ 75,200
Cart & Green Fees	1,500,000
Surcharge / Improvements	128,000
Merchandise	60,000
Rent & Royalties	20,715
Other Service Charges	83,375
Investment Income	-
Fund Balance (Increase) Decrease	(60,886)
Total Revenues:	
	<u>\$ 1,806,404</u>
Appropriations:	
Personnel Services	\$ 1,063,445
Operating Expenses	676,959
Capital Outlay	6,000
Nonoperating	35,000
Merchandise	25,000
Total Appropriations:	
	<u>\$ 1,806,404</u>

### GOLF COURSE REVENUES



### GOLF COURSE APPROPRIATIONS



## DETAIL REVENUES

Account Description	2018-19 Actual Revenue	2019-20 Adopted Revenue	2019-20 Estimated Revenue	2020-21 Proposed Revenue	2020-21 Proposed Revenue
<b>Charges For Services</b>					
Handicapping Services	2,380	2,375	2,215	2,375	2,375
Cart And Greens Fees	1,609,786	1,450,000	1,423,000	1,500,000	1,500,000
Range Balls	68,473	55,000	60,000	65,000	65,000
Merchandise	65,043	50,000	50,000	60,000	60,000
Surcharge/improvements	134,254	126,000	115,000	128,000	128,000
Prem Seasonal Dues	32,478	35,400	35,400	35,400	35,400
Prem Year-RND Dues	4,200	-	-	-	-
Links Loyalty Dues	35,422	39,800	35,621	39,800	39,800
<b>Total Charges For Services</b>	<b>\$ 1,952,036</b>	<b>\$ 1,758,575</b>	<b>\$ 1,721,236</b>	<b>\$ 1,830,575</b>	<b>\$ 1,830,575</b>
			97.88%		
<b>Investment Income</b>					
Interest Income	-	-	-	-	-
<b>Total Investment Income</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Rents &amp; Royalties</b>					
Locker Rental	390	390	455	390	390
Bag Storage Rental	3,570	3,825	2,550	3,825	3,825
Golf Club Rental	6,955	5,000	5,000	6,000	6,000
Pull Cart Rental	2,311	2,000	2,500	2,500	2,500
Snack Bar Rental	9,060	8,000	3,300	8,000	8,000
Tower Lease	-	-	-	-	-
<b>Total Rents &amp; Royalties</b>	<b>\$ 22,286</b>	<b>\$ 19,215</b>	<b>\$ 13,805</b>	<b>\$ 20,715</b>	<b>\$ 20,715</b>
<b>Miscellaneous Income</b>					
Miscellaneous Income	13,819	12,000	13,000	15,000	15,000
Sales Tax Discount	390	300	300	300	300
Jr Golf Program Revenues	478	500	700	700	700
Rainchecks Offset	-	-	-	-	-
<b>Total Miscellaneous Income</b>	<b>\$ 14,687</b>	<b>\$ 12,800</b>	<b>\$ 14,000</b>	<b>\$ 16,000</b>	<b>\$ 16,000</b>
<b>Transfers In</b>					
General Fund					
<b>Total Transfers In</b>					
<b>Sub Total</b>	<b>\$ 1,989,009</b>	<b>\$ 1,790,590</b>	<b>\$ 1,749,041</b>	<b>\$ 1,867,290</b>	<b>\$ 1,867,290</b>
Encumbrance Roll Over	-	-	-	-	-
Fund Balance (Increase) Decrease	(219,246)	408,875	514,035	-	(60,886)
<b>Grand Total</b>	<b>\$ 1,769,763</b>	<b>\$ 2,199,465</b>	<b>\$ 2,263,076</b>	<b>\$ 1,867,290</b>	<b>\$ 1,806,404</b>





## SUMMARY OF EXPENDITURES

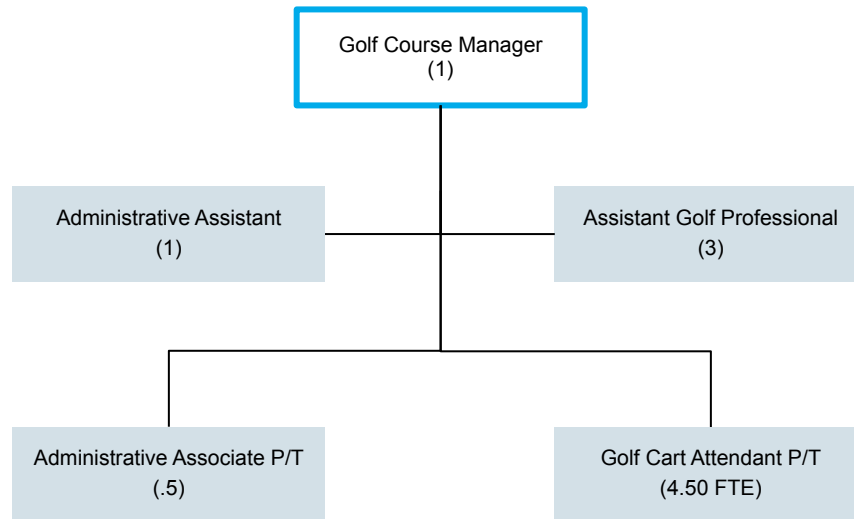
Account	2018/2019 Actual Expense	2019/2020 Amended Budget	2019/2020 Estimated Expenditures	2020/2021 Department Request	2020/2021 Proposed Budget
Golf Course Admin 411-2910-572					
DEPARTMENT SUMMARY					
Personnel Services	508,914	508,669	573,936	522,752	523,968
Operating Expenses	294,377	326,788	325,404	337,334	337,334
Capital Outlay	-	6,000	8,580	6,000	6,000
Nonoperating Expenses	179,375	55,000	55,000	55,000	55,000
Total	\$ 982,666	\$ 896,457	\$ 962,920	\$ 921,086	\$ 922,302
Estimated as % of Budget			107%		
Golf Course Maint 411-2911-572					
DEPARTMENT SUMMARY					
Personnel Services	461,021	506,646	530,537	549,233	539,477
Operating Expenses	258,840	336,182	324,691	339,625	339,625
Capital Outlay	54,852	446,600	436,348	-	-
Nonoperating Expenses	12,384	13,580	8,580	57,346	5,000
Total	\$ 787,097	\$ 1,303,008	\$ 1,300,156	\$ 946,204	\$ 884,102
Estimated as % of Budget			100%		
Grand Total : Golf Fund					
DEPARTMENT SUMMARY					
Personnel Services	969,935	1,015,315	1,104,473	1,071,985	1,063,445
Operating Expenses	553,217	662,970	650,095	676,959	676,959
Capital Outlay	54,852	452,600	444,928	6,000	6,000
Nonoperating Expenses	191,759	68,580	63,580	112,346	60,000
Total	\$ 1,769,763	\$ 2,199,465	\$ 2,263,076	\$ 1,867,290	\$ 1,806,404
Estimated as % of Budget			102.89%		



## ORGANIZATIONAL CHART

DEPARTMENT: **Golf Course**  
DIVISION: **Administration**

FUND: **411**  
DEPT. NO.: **2910**



PERSONNEL ALLOCATION

DEPARTMENT: Golf Course			FUND: 411				
DIVISION: Administration			DEPT. NO.: 2910				
Position Title	Position Number	Pay Grade	2018-19 Actual	2019-20 Actual	2020-21 Inc/(Dec)	2020-21 Requested	2020-21 Proposed
<b>Full Time Positions:</b>							
Golf Course Manager	63119	28	1.0	1.0	-	1.0	1.0
Administrative Assistant	00259	14	1.0	1.0	-	1.0	1.0
Assistant Golf Professional	63200	6	3.0	3.0	-	3.0	3.0
			5.0	5.0	-	5.0	5.0
<b>Part-Time Positions (FTE):</b>							
Golf Cart Attendant (4,160 hours)	63347	NC	4.5	4.5	-	4.5	4.5
Administrative Associate (P/T)	00367	10	0.5	0.5	-	0.5	0.5
			5.0	5.0	-	5.0	5.0
<b>Total Personnel:</b>			10.0	10.0	-	10.0	10.0



## DETAIL EXPENDITURES

Account	2018/2019 Actual Expense	2019/2020 Amended Budget	2019/2020 Estimated Expenditures	2020/2021 Department Request	2020/2021 Proposed Budget
<b>DIV 10 GOLF COURSE ADMIN 411-2910-572</b>					
Department Summary					
Personnel Services	508,914	508,669	573,936	522,752	523,968
Operating Expenses	294,377	326,788	325,404	337,334	337,334
Capital Outlay	-	6,000	8,580	6,000	6,000
Nonoperating Expenses	179,375	55,000	55,000	55,000	55,000
<b>Total</b>	<b>\$ 982,666</b>	<b>\$ 896,457</b>	<b>\$ 962,920</b>	<b>\$ 921,086</b>	<b>\$ 922,302</b>
<b>Estimated As % Of Budget</b>			<b>107%</b>		
12-10 Regular Salaries/wages	375,373	346,076	400,000	356,190	356,190
12-20 Holiday Pay	2,955	4,000	3,000	3,000	3,000
14-10 Overtime	10,692	7,000	8,500	9,000	9,000
21-10 Employer Fica	32,507	26,475	36,000	27,249	27,249
22-10 General Employees Pension	38,039	83,392	83,392	77,926	77,926
22-12 Pension Expense GASB 68	-	-	-	-	-
23-10 Life Insurance	164	165	165	113	113
23-11 Life Insurance-Retirees	27	-	30	-	-
23-20 Disability Insurance	1,681	972	1,739	993	993
23-30 Health Insurance	40,544	38,235	34,760	42,059	42,059
23-32 CIGNA HSA	-	-	-	-	-
23-34 HSA	4,500	-	4,000	3,750	5,000
23-40 Dental Insurance	2,098	2,098	2,098	2,203	2,182
23-50 Vision Insurance	252	256	252	269	256
25-10 Unemployment	82	-	-	-	-
<b>Sub-total Personnel Services</b>	<b>\$ 508,914</b>	<b>\$ 508,669</b>	<b>\$ 573,936</b>	<b>\$ 522,752</b>	<b>\$ 523,968</b>
31-90 Other Professional SRVS	5,479	3,000	4,500	5,000	5,000
32-10 Audit Fee	2,135	2,135	1,900	2,135	2,135
40-10 Mileage Reimbursement	2,073	2,000	1,500	1,500	1,500
41-10 Telephone Services	5,757	6,000	3,600	4,000	4,000
43-10 Electric Service	15,114	18,200	12,500	13,000	13,000
43-20 Water/Sewer Service	4,595	5,150	6,400	6,400	6,400
44-30 Equipment Rental	65,032	78,100	78,100	78,100	78,100
46-10 Copy Machine Rental	1,277	1,350	1,350	1,350	1,350
46-20 Building Repairs	2,155	4,000	4,000	3,000	3,000
46-22 Equipment Maintenance	1,223	1,000	1,000	1,000	1,000
46-24 Computer Maintenance	3,685	5,450	5,450	5,450	5,450
46-25 Radio Repairs	-	-	-	-	-
46-96 Mechanical Maint/Repairs	3,146	8,200	8,200	7,200	7,200
47-10 Range Repairs & Maint.	421	1,000	500	1,000	1,000
48-05 Printing & Binding	1,178	1,200	1,100	-	-
48-21 Advertising	1,200	1,000	500	1,000	1,000
49-08 Employee Recognition	475	1,000	1,000	1,000	1,000
49-09 Ins Chgs-Auto/Prop/Liab	100,426	110,041	110,041	116,602	116,602
49-10 Self Insurance Chgs (W/C)	12,486	13,672	13,672	14,512	14,512
49-14 Warehouse Service Chg	709	615	615	660	660
49-17 Credit Card Fees	39,093	32,000	40,000	40,000	40,000
49-18 Other Contractual Srvs	14,833	16,050	16,050	17,100	17,100
49-41 Licenses, Fees & Permits	492	500	492	500	500
51-10 Office Supplies	1,189	1,500	1,500	2,000	2,000
52-01 Supplies	555	300	300	300	300
52-20 Opr Equipment <\$750	1,616	1,500	1,000	1,000	1,000
52-12 Tires & Tubes	157	-	-	-	-
52-22 Uniforms	1,082	1,000	1,000	1,000	1,000



## DETAIL EXPENDITURES

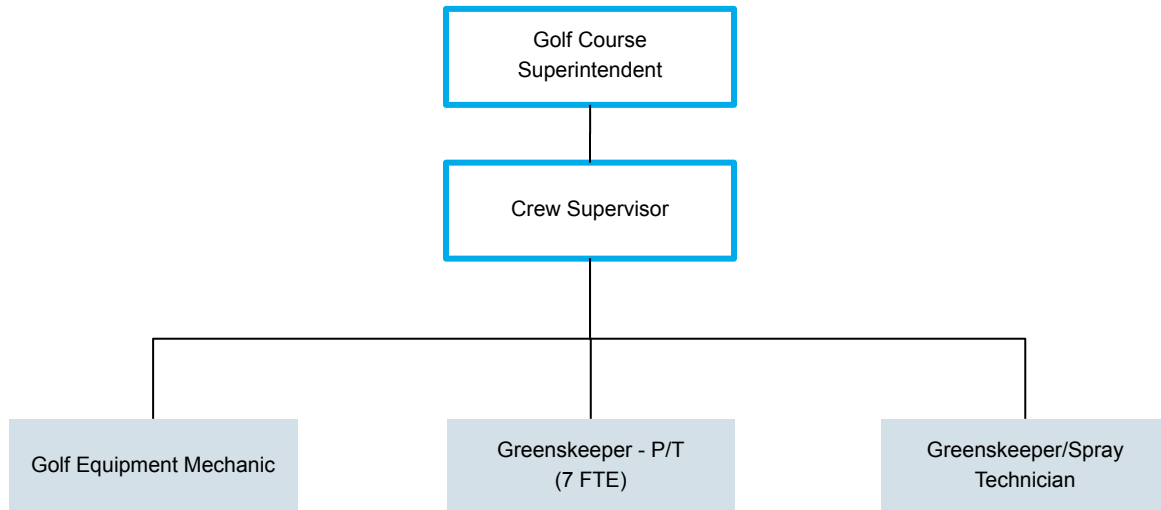
Account	2018/2019 Actual Expense	2019/2020 Amended Budget	2019/2020 Estimated Expenditures	2020/2021 Department Request	2020/2021 Proposed Budget
<b>DIV 10 GOLF COURSE ADMIN 411-2910-572</b>					
52-25 Janitor Supplies	19	100	100	100	100
52-27 Hardware/Tools	-	50	50	50	50
52-50 Range Supplies	1,151	3,250	2,300	5,500	5,500
52-68 Jr Golf Program Supplies	-	-	-	-	-
52-75 Equip. Parts/Supplies	265	2,000	1,500	1,500	1,500
52-78 First Aid Supplies	46	50	50	75	75
52-99 Misc Supplies	1,812	2,000	1,600	1,700	1,700
54-10 Books-Publications-Videos	264	300	264	300	300
54-20 Memberships	2,815	2,575	2,770	2,800	2,800
54-30 Training	422	500	500	500	500
<b>Sub-total Operating Expenses</b>	<b>\$ 294,377</b>	<b>\$ 326,788</b>	<b>\$ 325,404</b>	<b>\$ 337,334</b>	<b>\$ 337,334</b>
64-02 General Equipment	-	-	-	-	-
64-15 Computer Equipment	-	-	1,000	1,000	1,000
64-18 Air Conditioners	-	-	2,000	2,000	2,000
64-24 Kitchen Equipment	-	6,000	5,580	3,000	3,000
<b>Sub-total Capital Outlay</b>	<b>\$ 0</b>	<b>\$ 6,000</b>	<b>\$ 8,580</b>	<b>\$ 6,000</b>	<b>\$ 6,000</b>
<b>Subtotal</b>	<b>\$ 803,291</b>	<b>\$ 841,457</b>	<b>\$ 907,920</b>	<b>\$ 866,086</b>	<b>\$ 867,302</b>
91-01 Transfer To General Fund	10,000	25,000	25,000	25,000	25,000
91-30 Transfer To Veh Srv Fund	-	-	-	-	-
91-35 Transfer To Sanitation	5,000	5,000	5,000	5,000	5,000
95-01 Golf Pro Shop Merchandise	27,791	25,000	25,000	25,000	25,000
95-40 Depreciation Expense	121,380	-	-	-	-
99-02 Non-Budgeted Expense	15,204	-	-	-	-
99-25 Loss-Disposal of Assets	-	-	-	-	-
<b>Sub-total Non-operating Exp</b>	<b>\$ 179,375</b>	<b>\$ 55,000</b>	<b>\$ 55,000</b>	<b>\$ 55,000</b>	<b>\$ 55,000</b>
<b>Department Total</b>	<b>\$ 982,666</b>	<b>\$ 896,457</b>	<b>\$ 962,920</b>	<b>\$ 921,086</b>	<b>\$ 922,302</b>



## ORGANIZATIONAL CHART

DEPARTMENT: **Golf Course**  
DIVISION: **Maintenance**

FUND: **411**  
DEPT. NO.: **2911**



PERSONNEL ALLOCATION

DEPARTMENT: Golf Course			FUND: 411				
DIVISION: Maintenance			DEPT. NO.: 2911				
Position Title	Position Number	Pay Grade	2018-19 Actual	2019-20 Actual	2020-21 Inc/(Dec)	2020-21 Requested	2020-21 Proposed
<b>Full-Time Positions:</b>							
Golf Course Superintendent	63059	27	1.0	1.0	-	1.0	1.0
Golf Equipment Mechanic	63271	12	1.0	1.0	-	1.0	1.0
Crew Supervisor	82250	17	1.0	1.0	-	1.0	1.0
Greenskeeper/Spray Technician	63261	6	1.0	1.0	-	1.0	1.0
			4.0	4.0	-	4.0	4.0
<b>Part-Time Positions (FTE):</b>							
Greenskeeper (2,080 hours)	63287	5	7.0	7.0	-	7.0	7.0
			7.0	7.0	-	7.0	7.0
<b>Total Personnel:</b>			11.0	11.0	-	11.0	11.0



## DETAIL EXPENDITURES

Account	2018/2019 Actual Expense	2019/2020 Amended Budget	2019/2020 Estimated Expenditures	2020/2021 Department Request	2020/2021 Proposed Budget
<b>Div 11 Golf Course Maint 411-2911-572</b>					
Department Summary					
Personnel Services	461,021	506,646	530,537	549,233	539,477
Operating Expenses	258,840	336,182	324,691	339,625	339,625
Capital Outlay	54,852	446,600	436,348	0	0
Nonoperating Expenses	12,384	13,580	8,580	57,346	5,000
<b>Total</b>	<b>\$ 787,097</b>	<b>\$ 1,303,008</b>	<b>\$ 1,300,156</b>	<b>\$ 946,204</b>	<b>\$ 884,102</b>
<b>Estimated As % Of Budget</b>			<b>100%</b>		
12-10 Regular Salaries/Wages	344,708	382,357	403,000	419,446	419,446
12-20 Holiday Pay	977	1,000	1,000	1,000	1,000
14-10 Overtime	1,150	2,000	1,000	1,000	1,000
15-13 Shoe Allowance	295	750	750	750	750
21-10 Employer Fica	25,728	29,262	29,262	31,776	30,180
22-10 General Employees Pension	48,523	57,961	57,961	55,685	55,685
23-10 Life Insurance	102	102	102	101	88
23-20 Disability Insurance	1,432	742	1,419	851	630
23-30 Health Insurance	32,475	30,588	30,588	33,647	25,235
23-32 Cigna Hsa	-	-	-	-	-
23-34 HSA	3,750	-	3,571	3,000	4,000
23-40 Dental Insurance	1,679	1,679	1,679	1,762	1,309
23-50 Vision Insurance	202	205	205	215	154
<b>Sub-Total Personnel Services</b>	<b>\$ 461,021</b>	<b>\$ 506,646</b>	<b>\$ 530,537</b>	<b>\$ 549,233</b>	<b>\$ 539,477</b>
43-10 Electric Service	14,453	13,900	18,000	18,500	18,500
43-20 Water/Sewer Service	7,526	8,000	6,400	6,600	6,600
44-30 Equipment Rental	449	-	-	5,000	5,000
46-10 Building Repairs	965	2,500	1,000	1,500	1,500
46-20 Equipment Maintenance	425	1,000	1,000	1,000	1,000
46-30 Vehicle Maint. - Garage	297	65	859	176	176
48-21 Employee Recognition	-	200	200	500	500
49-09 Self Insurance Chgs (W/C)	13,227	14,451	14,451	15,353	15,353
49-10 Warehouse Service Chg	1,071	856	856	936	936
49-17 Other Contractual Svcs	13,939	25,150	25,150	17,650	17,650
49-41 Licenses, Fees & Permits	65	200	315	200	200
51-10 Office Supplies	20	-	-	-	-
52-10 Gas, Oil & Lube	3,007	3,000	750	2,750	2,750
52-11 Fuel Oil Other	14,317	16,000	14,000	15,000	15,000
52-12 Tires & Tubes	120	1,500	1,500	1,500	1,500
52-18 Sprklr/Irrigton. Supplies	14,305	20,000	20,000	20,000	20,000
52-19 Fertilizer	54,796	70,000	70,000	72,500	72,500
52-20 Opr Equipment <\$750	2,192	2,000	2,000	2,000	2,000
52-21 Chemicals	65,542	80,000	80,000	82,500	82,500
52-22 Uniforms	1,184	1,500	1,500	2,000	2,000
52-23 Safety Clothing/Equip	208	300	300	300	300
52-25 Janitor Supplies	2,966	3,000	3,000	3,000	3,000
52-26 Gardening Supplies	6,402	19,000	12,000	17,000	17,000
52-27 Hardware/Tools	2,851	2,500	2,500	2,500	2,500
52-75 Equip. Parts/Supplies	31,592	40,000	40,000	40,000	40,000
52-99 Misc Supplies	4,364	8,000	8,000	8,000	8,000
54-20 Memberships	750	910	910	910	910
54-30 Training	1,807	2,150	-	2,250	2,250
<b>Sub- Total Operating Expenses</b>	<b>\$ 258,840</b>	<b>\$ 336,182</b>	<b>\$ 324,691</b>	<b>\$ 339,625</b>	<b>\$ 339,625</b>
63-01 Golf Course Improvements	-	285,252	275,000	-	-
64-02 Misc Supplies	-	161,348	161,348	-	-
64-21 Maintenance Equipment	54,852	-	-	-	-
<b>Sub- Total Capital Outlay</b>	<b>\$ 54,852</b>	<b>\$ 446,600</b>	<b>\$ 436,348</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Subtotal</b>	<b>\$ 774,713</b>	<b>\$ 1,289,428</b>	<b>\$ 1,291,576</b>	<b>\$ 888,858</b>	<b>\$ 879,102</b>
91-30 Transfer To Veh Srv Fund	7,384	8,580	8,580	52,346	-
91-35 Transfer To Sanitation	5,000	5,000	-	5,000	5,000
<b>Sub- Total Transfers</b>	<b>\$ 12,384</b>	<b>\$ 13,580</b>	<b>\$ 8,580</b>	<b>\$ 57,346</b>	<b>\$ 5,000</b>
<b>Department Total</b>	<b>\$ 787,097</b>	<b>\$ 1,303,008</b>	<b>\$ 1,300,156</b>	<b>\$ 946,204</b>	<b>\$ 884,102</b>







# Fleet Maintenance Fund

---

FY 2020-2021 Proposed Budget

## FLEET MAINTENANCE FUND

---

## Revenue:

Vehicle Service Charges	\$ 3,239,857
Miscellaneous Income	210,000
Interest Income	2,000
Transfer In	5,224,322
Fund Balance (Increase) Decrease	<u>985,366</u>

Total Revenues:	<u>\$ 9,661,545</u>
-----------------	---------------------

## Appropriations:

	\$ 1,409,622
Personnel Services	
Operating Expenses	2,839,826
Capital Outlay	202,500
Vehicle Purchases	5,205,345
Transfer	4,252

Total Appropriations:	<u>\$ 9,661,545</u>
-----------------------	---------------------



## DETAIL REVENUES

Account Description	2018-19 Actual Revenue	2019-20 Adopted Revenue	2019-20 Estimated Revenue	2020-21 Proposed Revenue	2020-21 Proposed Revenue
<b>Charges For Services</b>					
Int Srv Chgs-General	3,202,979	3,291,651	2,750,000	3,239,857	3,239,857
<b>Total Charges For Services</b>	<b>\$ 3,202,979</b>	<b>\$ 3,291,651</b>	<b>\$ 2,750,000</b>	<b>\$ 3,239,857</b>	<b>\$ 3,239,857</b>
<b>Investment Income</b>					
Interest Income	13	2,500	2,500	2,000	2,000
<b>Total Investment Income</b>	<b>\$ 13</b>	<b>\$ 2,500</b>	<b>\$ 2,500</b>	<b>\$ 2,000</b>	<b>\$ 2,000</b>
<b>Disposal Of Fixed Assets</b>					
Sale Of Surplus Equip.	178,434	200,000	50,000	100,000	100,000
<b>Total Disposal Of Fixed Assets</b>	<b>\$ 178,434</b>	<b>\$ 200,000</b>	<b>\$ 50,000</b>	<b>\$ 100,000</b>	<b>\$ 100,000</b>
<b>Miscellaneous Income</b>					
Vs - Parts Markup	88,904	90,000	60,000	70,000	70,000
Vs - Fuel Markup	38,995	35,000	40,000	40,000	40,000
Miscellaneous Income	-	-	-	-	-
<b>Total Miscellaneous Income</b>	<b>\$ 127,899</b>	<b>\$ 125,000</b>	<b>\$ 100,000</b>	<b>\$ 110,000</b>	<b>\$ 110,000</b>
<b>Transfers In</b>					
General Fund	2,121,706	2,114,123	2,000,000	2,731,309	2,731,309
Water/sewer Revenue	937,596	992,792	800,000	961,609	961,609
Golf Course	7,384	8,580	8,500	52,346	52,346
Sanitation	1,297,976	1,395,383	1,250,000	1,437,680	1,437,680
Warehouse	6,448	6,448	6,000	22,583	22,583
Bbmp	14,690	16,557	16,000	18,795	18,795
<b>Total Transfers In</b>	<b>\$ 4,385,800</b>	<b>\$ 4,533,883</b>	<b>\$ 4,080,500</b>	<b>\$ 5,224,322</b>	<b>\$ 5,224,322</b>
<b>Sub Total</b>	<b>\$ 7,895,125</b>	<b>\$ 8,153,034</b>	<b>\$ 6,983,000</b>	<b>\$ 8,676,179</b>	<b>\$ 8,676,179</b>
Encumbrance Roll Over					
Fund Balance (Increase) Decrease	6,370,899	1,513,383	2,028,521	945,589	985,366
<b>Grand Total</b>	<b>\$ 14,266,024</b>	<b>\$ 9,666,417</b>	<b>\$ 9,011,521</b>	<b>\$ 9,621,768</b>	<b>\$ 9,661,545</b>

## SUMMARY OF EXPENDITURES

Account	2018/2019 Actual Expense	2019/2020 Amended Budget	2019/2020 Estimated Expenditures	2020/2021 Department Request	2020/2021 Proposed Budget
<b>Fleet Maintenance Fund 501-2516-519</b>					
Department Summary					
Personnel Services	1,031,748	1,262,548	1,229,779	1,369,845	1,409,622
Operating Expenses	2,845,704	2,783,377	2,446,242	2,839,826	2,839,826
Capital Outlay	6,341,203	5,615,755	5,335,500	5,407,845	5,407,845
Nonoperating Expenses	4,047,369	4,737	-	4,252	4,252
<b>Total</b>	<b>\$ 14,266,024</b>	<b>\$ 9,666,417</b>	<b>\$ 9,011,521</b>	<b>\$ 9,621,768</b>	<b>\$ 9,661,545</b>
Estimated as % of Budget			93.2%		



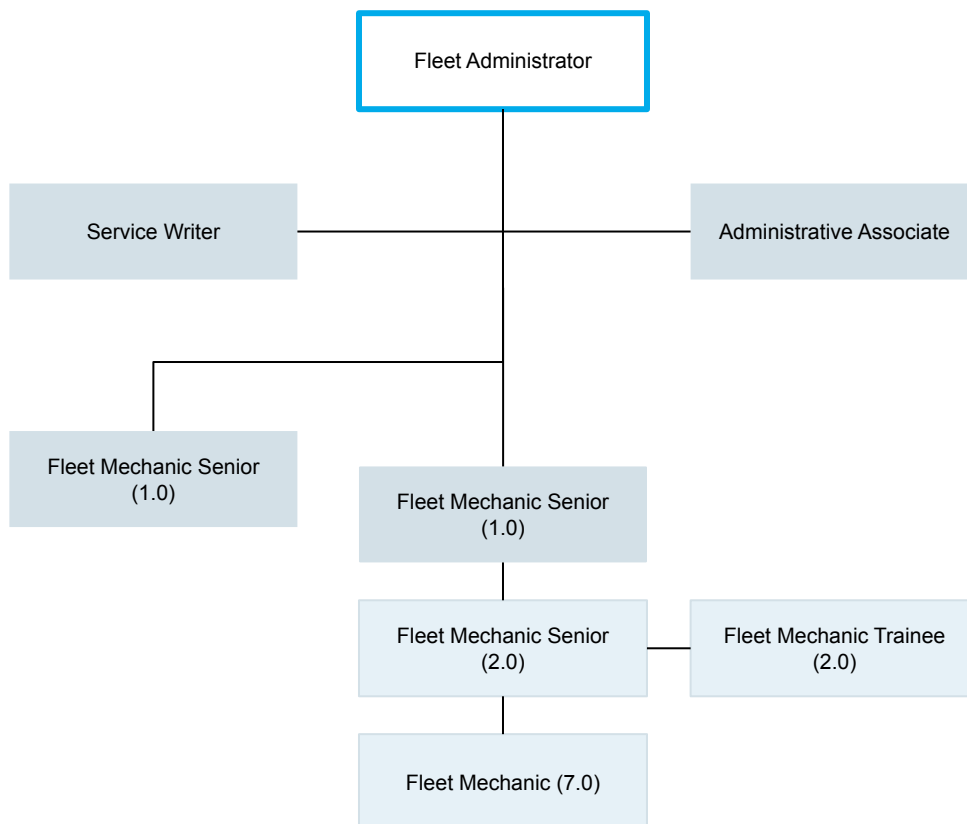
## ORGANIZATIONAL CHART

DEPARTMENT: Public Works

FUND: 501

DIVISION: Fleet Maintenance

DEPT. NO.: 2516



PERSONNEL ALLOCATION

DEPARTMENT: Public Works	FUND: 501
DIVISION: Fleet Maintenance	DEPT. NO.: 2516

PositionTitle	Position Number	Pay Grade	2018-19 Actual	2019-20 Actual	2020-21 Inc/(Dec)	2020-21 Requested	2020-21 Proposed
<b>Full-Time Positions:</b>							
Fleet Administrator	56019	26	1.0	1.0	-	1.0	1.0
Fleet Mechanic, Supervisor		24	-	1.0	-	1.0	1.0
Master Fleet Mechanic		22	-	1.0	-	1.0	1.0
Fleet Mechanic, Senior	56201	17	2.0	2.0	-	2.0	2.0
Fleet Mechanic	56211	14	7.0	7.0	-	7.0	7.0
Fleet Mechanic Trainee		12	-	2.0	-	2.0	2.0
Administrative Associate	00370	10	1.0	1.0	-	1.0	1.0
Service Writer	04542	9	1.0	1.0	-	1.0	1.0
<b>Total Personnel:</b>			12.0	16.0	-	16.0	16.0



## DETAIL EXPENDITURES

Account		2018/2019 Actual Expense	2019/2020 Amended Budget	2019/2020 Estimated Expenditures	2020/2021 Department Request	2020/2021 Proposed Budget
<b>Div 16 Fleet 501-2516-519</b>						
Department Summary						
	Personnel Services	1,031,748	1,262,548	1,229,779	1,369,845	1,409,622
	Operating Expenses	2,845,704	2,783,377	2,446,242	2,839,826	2,839,826
	Capital Outlay	6,341,203	5,615,755	5,335,500	5,407,845	5,407,845
	Nonoperating Expenses	4,047,369	4,737	-	4,252	4,252
	<b>Total</b>	<b>\$ 14,266,024</b>	<b>\$ 9,666,417</b>	<b>\$ 9,011,521</b>	<b>\$ 9,621,768</b>	<b>\$ 9,661,545</b>
	<b>Estimated As % Of Budget</b>	<b>93.2%</b>				
12-10	Regular Salaries/wages	620,859	667,186	765,840	907,899	907,899
12-20	Holiday Pay	5,668	5,200	5,200	5,993	5,993
14-10	Overtime	87,931	18,000	116,000	18,000	18,000
15-11	Tool Allowance	8,164	9,750	9,750	11,000	11,000
15-12	Cell Phone Allowance	-	360	-	-	-
15-13	Shoe Allowance	1,328	1,480	1,475	1,924	1,924
15-20	Car Allowance	4,800	4,800	4,800	4,800	4,800
19-99	New Personnel/reclass	-	235,561	-	5,000	5,000
21-10	Employer Fica	53,642	46,800	67,866	68,286	65,344
22-10	General Employees Pension	141,130	167,774	167,774	227,598	227,598
22-12	Pension Expense GASB 68	-	-	-	-	-
23-10	Life Insurance	193	284	215	202	302
23-11	Life Insurance-retirees	10	60	12	60	30
23-20	Disability Insurance	3,947	3,000	4,512	3,460	3,340
23-30	Health Insurance	90,632	96,089	72,800	96,089	134,589
23-32	Cigna Hsa	-	-	-	-	-
23-34	HSA	8,156	-	8,571	12,000	16,000
23-40	Dental Insurance	4,721	5,539	4,410	6,714	6,983
23-50	Vision Insurance	567	665	554	820	820
	<b>Sub-Total Personnel Services</b>	<b>\$ 1,031,748</b>	<b>\$ 1,262,548</b>	<b>\$ 1,229,779</b>	<b>\$ 1,369,845</b>	<b>\$ 1,409,622</b>
32-10	Audit Fee	4,269	4,269	3,200	4,269	4,269
34-54	Disp. Of Hazardous Mat.	-	-	-	-	-
41-15	Cellular Phone/beeper	1,855	1,800	1,800	2,450	2,450
43-10	Electric Service	4,208	3,000	3,511	3,000	3,000
43-20	Water/sewer Service	1,122	1,100	586	1,100	1,100
44-30	Equipment Rental	1,784	3,100	1,500	500	500
44-31	Copy Machine Rental	1,232	3,000	3,000	3,000	3,000
46-20	Equipment Maintenance	2,864	3,500	3,500	1,500	1,500
46-26	Commercial Repairs	-	394,000	-	400,000	400,000
46-30	Vehicle Maint. - Garage	50,287	33,543	66,000	34,933	34,933
46-31	Vehicle Maint. - Other	66,285	85,000	110,000	85,000	85,000
46-91	Software Maintenance	2,122	8,400	8,400	55,858	55,858
49-09	Self Insurance Chgs (W/c)	20,474	22,364	22,364	23,768	23,768
49-10	Warehouse Service Chg	143,924	157,331	157,331	224,478	224,478
49-17	Other Contractual Svcs	109,471	119,000	75,000	40,000	40,000
49-18	Computer Service CHGS	-	-	-	-	-
49-41	Licenses, Fees & Permits	1,592	2,000	1,600	2,000	2,000
51-10	Office Supplies	1,256	2,000	2,000	4,000	4,000
51-25	Computer Sftwre <\$750	685	695	-	695	695
52-01	Supplies	3,290	3,500	4,500	3,000	3,000
52-10	Fuel Oil Vehicles	808,396	1,089,650	1,332,000	1,100,000	1,100,000
52-12	Tires & Tubes	187,863	225,000	145,000	225,000	225,000
52-13	Auto Parts & Supplies	1,419,675	600,000	500,000	600,000	600,000
52-20	Opr Equipment <\$750	188	800	500	800	800



## DETAIL EXPENDITURES

Account		2018/2019 Actual Expense	2019/2020 Amended Budget	2019/2020 Estimated Expenditures	2020/2021 Department Request	2020/2021 Proposed Budget
<b>Div 16 Fleet 501-2516-519</b>						
52-21	Chemicals	55	750	250	750	750
52-22	Uniforms	2,331	3,000	2,400	4,000	4,000
52-23	Safety Clothing/equip.	249	600	1,000	1,200	1,200
52-25	Janitor Supplies	171	300	400	500	500
52-27	Hardware/Tools	2,841	4,610	400	4,610	4,610
54-10	Books-Publications-Videos	-	50	-	500	500
54-20	Memberships	961	1,415	-	1,415	1,415
54-30	Training	6,254	9,600	-	11,500	11,500
<b>Sub-Total Operating Expenses</b>		<b>\$ 2,845,704</b>	<b>\$ 2,783,377</b>	<b>\$ 2,446,242</b>	<b>\$ 2,839,826</b>	<b>\$ 2,839,826</b>
62-01	Building Improvements	21,435	72,000	75,000	42,000	42,000
64-02	General Equipment	913	34,500	10,500	10,500	10,500
64-14	Computer Software	2,198	28,500	-	142,500	142,500
64-15	Computer Equipment	-	4,000	-	7,500	7,500
64-16	Furniture & Fixtures	-	3,000	-	-	-
64-33	Vehicle Purchases	6,316,657	5,473,755	5,250,000	5,205,345	5,205,345
<b>Sub-Total Capital Outlay</b>		<b>\$ 6,341,203</b>	<b>\$ 5,615,755</b>	<b>\$ 5,335,500</b>	<b>\$ 5,407,845</b>	<b>\$ 5,407,845</b>
<b>Subtotal</b>		<b>\$ 10,218,655</b>	<b>\$ 9,661,680</b>	<b>\$ 9,011,521</b>	<b>\$ 9,617,516</b>	<b>\$ 9,657,293</b>
95-40	Transfer/Veh. SRV. Fund	-	4,737	-	4,252	4,252
95-40	Depreciation Expense	4,030,964	-	-	-	-
99-25	Loss-Disposal Of Assets	16,405	-	-	-	-
<b>Department Total</b>		<b>\$ 14,266,024</b>	<b>\$ 9,666,417</b>	<b>\$ 9,011,521</b>	<b>\$ 9,621,768</b>	<b>\$ 9,661,545</b>







# Materials & Distribution Fund

---

FY 2020-2021 Proposed Budget



MATERIALS & DISTRIBUTION FUND

Revenue:		
Materials & Distribution Operations	\$	525,000
Miscellaneous Income		-
Fund Balance (Increase) Decrease		<u>(3,388)</u>
Total Revenues:	\$	<u>521,612</u>
Appropriations:		
Personnel Services		459,140
Operating Expenses		30,889
Capital Outlay		9,000
Non Operating		<u>22,583</u>
Total Appropriations:	\$	<u>521,612</u>



## DETAIL REVENUES

Account Description	2018-19 Actual Revenue	2019-20 Adopted Revenue	2019-20 Estimated Revenue	2020-21 Proposed Revenue	2020-21 Proposed Revenue
<b>Charges for Services</b>					
INT SRV CHGS-GENERAL	114,723	112,142	112,142	140,231	140,231
INT SRV CHGS-COMM IMPR	180	142	142	111	111
INT SRV CHGS-PUBLIC ARTS	293	261	261	275	275
INT SRV CHGS-RECR PROGR	1,176	1,123	1,123	1,141	1,141
INT SRV CHGS-WTR & SWR	110,905	112,976	112,976	150,227	150,227
INT SRV CHGS-GOLF COURSE	1,780	1,471	1,471	1,596	1,596
INT SRV CHGS-SANITATION	5,546	5,141	5,141	6,597	6,597
INT SRV CHGS-VEHICLE SRV	143,924	157,332	157,332	224,479	224,479
INT SRV CHGS-SELF INSURNC	-	132	132	113	113
INT SRV CHGS-SELF INS	137	-	-	-	-
INT SRV CHGS-B.B.M.P.	469	280	280	230	230
<b>TOTAL CHARGES FOR SERVICES</b>	<b>\$ 379,133</b>	<b>\$ 391,000</b>	<b>\$ 391,000</b>	<b>\$ 525,000</b>	<b>\$ 525,000</b>
<b>Miscellaneous Income</b>					
Miscellaneous Income	-	-	-	-	-
<b>Total Miscellaneous Income</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Sub Total</b>	<b>\$ 379,133</b>	<b>\$ 391,000</b>	<b>\$ 391,000</b>	<b>\$ 525,000</b>	<b>\$ 525,000</b>
Fund Balance (Increase) Decrease	62,229	51,049	54,510	(5,471)	(3,388)
<b>Grand Total</b>	<b>\$ 441,362</b>	<b>\$ 442,049</b>	<b>\$ 445,510</b>	<b>\$ 519,529</b>	<b>\$ 521,612</b>

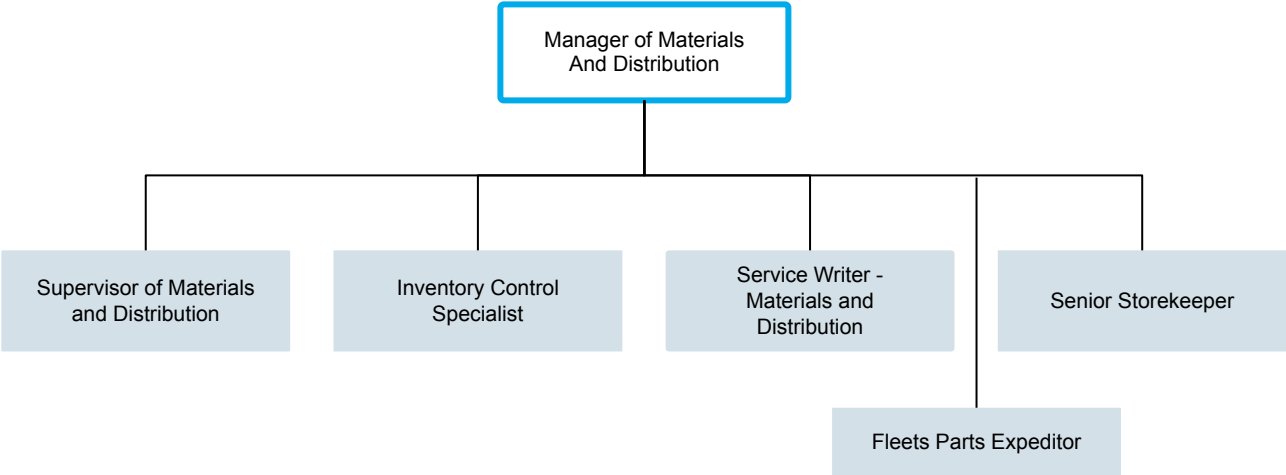
## SUMMARY OF EXPENDITURES

Account	2018/2019 Actual Expense	2019/2020 Current Budget	2019/2020 Estimated Expenditures	2020/2021 Department Request	2020/2021 Proposed Budget
<b>MATERIALS &amp; DISTRIBUTION (WAREHOUSE) 502-1412-513</b>					
DEPARTMENT SUMMARY					
Personnel Services	395,469	411,318	414,568	457,057	459,140
Operating Expenses	28,883	23,443	23,654	30,889	30,889
Capital Outlay	-	840	840	9,000	9,000
Nonoperating Expenses	17,010	6,448	6,448	22,583	22,583
<b>TOTAL</b>	<b>\$ 441,362</b>	<b>\$ 442,049</b>	<b>\$ 445,510</b>	<b>\$ 519,529</b>	<b>\$ 521,612</b>
Estimated as % of Budget			101%		



ORGANIZATIONAL CHART

DEPARTMENT: Financial Services	FUND: 502
DIVISION: Warehouse	DEPT. NO.: 1412



## PERSONNEL ALLOCATION

DEPARTMENT: Financial Services

FUND: 502

DIVISION: Materials &amp; Distribution (Warehouse)

DEPT. NO.: 1412

Position Title	Position Number	Pay Grade	2018-19 Actual	2019-20 Actual	2020-21 Inc/(Dec)	2020-21 Requested	2020-21 Proposed
<b>Full-Time Positions:</b>							
Manager, Materials and Distribution	04539	26	1.0	1.0	-	1.0	1.0
Supervisor, Materials and Distribution	04550	18	1.0	1.0	-	1.0	1.0
Inventory Control Specialist, Career Path	04520		1.0	1.0	-	1.0	1.0
Inventory Control Specialist I			*	*	*	*	*
Inventory Control Specialist II			*	*	*	*	*
Inventory Control Specialist III			*	*	*	*	*
Fleet Parts Expeditor		14	-	1.0	-	1.0	1.0
Service Writer, Materials and Distribution	04532	9	1.0	1.0	-	1.0	1.0
Senior Storekeeper	04530	9	1.0	1.0	-	1.0	1.0
<b>Total Personnel:</b>			5.0	6.0	-	6.0	6.0



## DETAIL EXPENDITURES

Account		2018/2019 Actual Expense	2019/2020 Amended Budget	2019/2020 Estimated Expenditures	2020/2021 Department Request	2020/2021 Proposed Budget
<b>DIV 13 MATERIALS &amp; DISTRIBUTION (Warehouse) 502-1412-513</b>						
Department Summary						
Personnel Services		395,469	411,318	414,568	457,057	459,140
Operating Expenses		28,883	23,443	23,654	30,889	30,889
Capital Outlay		-	840	840	9,000	9,000
Nonoperating Expenses		17,010	6,448	6,448	22,583	22,583
<b>Total</b>		<b>\$ 441,362</b>	<b>\$ 442,049</b>	<b>\$ 445,510</b>	<b>\$ 519,529</b>	<b>\$ 521,612</b>
<b>Estimated as % of Budget</b>				<b>100.8%</b>		
12-10	Regular Salaries/Wages	229,567	228,297	228,297	280,489	280,489
14-10	Overtime	16	1,000	1,000	1,000	1,000
15-12	Cell Phone Allowance	480	480	480	480	480
15-13	Shoe Allowance	148	148	148	296	296
19-99	New Personnel/Reclass	-	52,952	52,952	14,397	14,397
21-10	Employer Fica	17,517	17,513	17,513	21,517	21,517
22-10	General Employees Pension	115,671	69,229	69,229	80,338	80,338
22-12	Pension Expense GASB 68	-	-	-	-	-
23-10	Life Insurance	109	214	214	227	126
23-20	Disability Insurance	1,466	895	895	1,125	1,100
23-30	Health Insurance	26,085	38,236	38,236	50,471	50,471
23-32	Cigna Hsa	-	-	-	-	-
23-34	HSA	3,000	-	3,250	3,750	6,000
23-40	Dental Insurance	1,259	2,098	2,098	2,644	2,619
23-50	Vision Insurance	151	256	256	323	307
<b>Sub-Total Personnel Services</b>		<b>\$ 395,469</b>	<b>\$ 411,318</b>	<b>\$ 414,568</b>	<b>\$ 457,057</b>	<b>\$ 459,140</b>
32-10	Audit Fee	1,067	1,067	1,067	1,067	1,067
41-15	Cellular Phone/beeper	276	300	511	1,020	1,020
43-10	Electric Service	3,402	4,000	4,000	4,000	4,000
44-31	Electric Service	-	-	-	1,560	1,560
46-30	Vehicle Maint. - Garage	6,732	4,539	4,539	5,175	5,175
46-91	Software Maintenance	1,206	200	200	1,150	1,150
49-09	Self Insurance Chgs (W/c)	2,048	2,237	2,237	2,377	2,377
49-17	Other Contractual SRVS	5,816	800	-	-	-
51-10	Office Supplies	1,495	2,000	2,000	3,000	3,000
52-20	Opr Equipment <\$750	2,500	3,000	3,000	3,000	3,000
52-22	Uniforms	1,789	1,960	1,960	2,000	2,000
52-23	Safety Clothing/equip.	398	400	400	400	400
52-27	Hardware/tools	1,525	1,500	1,500	1,500	1,500
54-20	Memberships	629	540	540	2,940	2,940
54-30	Training	-	500	500	500	500
54-36	Career Development	-	400	1,200	1,200	1,200
<b>Sub-Total Operating Expenses</b>		<b>\$ 28,883</b>	<b>\$ 23,443</b>	<b>\$ 23,654</b>	<b>\$ 30,889</b>	<b>\$ 30,889</b>
64-02	General Equipment	-	-	-	9,000	9,000
64-12	Computer Equipment	-	840	840	-	-
<b>Sub-Total Capital Outlay</b>		<b>\$ -</b>	<b>\$ 840</b>	<b>\$ 840</b>	<b>\$ 9,000</b>	<b>\$ 9,000</b>
91-30	Transfer/Veh. Srv. Fund	6,448	6,448	6,448	22,583	22,583
95-40	Depreciation Expense	1,276	-	-	-	-
99-02	Non-budgeted Expense	9,286	-	-	-	-
<b>Sub-Total Transfers</b>		<b>\$ 17,010</b>	<b>\$ 6,448</b>	<b>\$ 6,448</b>	<b>\$ 22,583</b>	<b>\$ 22,583</b>
<b>Department Total</b>		<b>\$ 441,362</b>	<b>\$ 442,049</b>	<b>\$ 445,510</b>	<b>\$ 519,529</b>	<b>\$ 521,612</b>





# Self Insurance/ Risk MGMT Fund

FY 2020-2021 Proposed Budget

**SELF INSURANCE (RISK MGMT.) FUND**

## Revenue:

Investment Income	\$ 15,000
Miscellaneous Income	70,000
Interfund Service Charges	5,755,683
Transfers	618,750
Fund Balance (Increase) Decrease	<u>(186,676)</u>

Total Revenues: \$ 6,272,757

## Appropriations:

Personnel	\$ 474,951
Operating Expenses	5,797,806
Capital Outlay	-
Non Operating	<u>-</u>

Total Appropriations: \$ 6,272,757



## DETAIL REVENUES

Account Description	2018-19 Actual Revenue	2019-20 Adopted Revenue	2019-20 Estimated Revenue	2020-21 Proposed Revenue	2020-21 Proposed Revenue
<b>Charges For Services</b>					
INT SRV CHGS-GENERAL	2,781,811	3,053,407	3,053,407	3,205,138	3,205,138
INT SRV CHGS-COMM IMPR	5,599	6,115	6,115	6,499	6,499
INT SRV CHGS-PUBLIC ARTS	1,487	1,619	1,619	1,723	1,723
INT SRV CHGS-RECR PROGR	8,685	9,496	9,496	10,070	10,070
INT SRV CHGS-WTR & SWR	1,567,965	1,731,798	1,731,798	1,801,830	1,801,830
INT SRV CHGS-GOLF COURSE	126,139	138,165	138,165	146,467	146,467
INT SRV CHGS-SANITATION	479,522	529,065	529,065	550,539	550,539
INT SRV CHGS-VEHICLE SRV	20,474	22,364	22,364	23,768	23,768
INT SRV CHGS-WAREHOUSE	2,048	2,237	2,237	2,377	2,377
INT SRV CHGS-SELF INSURNC	1,735	1,900	1,900	2,009	2,009
INT SRV CHGS-B.B.M.P.	4,535	4,950	4,960	5,263	5,263
<b>TOTAL CHARGES FOR SERVICES</b>	<b>\$ 5,000,000</b>	<b>\$ 5,501,116</b>	<b>\$ 5,501,126</b>	<b>\$ 5,755,683</b>	<b>\$ 5,755,683</b>
<b>Investment Income</b>					
Interest Income	18,953	8,000	8,000	15,000	15,000
<b>Total Investment Income</b>	<b>\$ 18,953</b>	<b>\$ 8,000</b>	<b>\$ 8,000</b>	<b>\$ 15,000</b>	<b>\$ 15,000</b>
<b>Miscellaneous Income</b>					
Restitutions	18,214	25,000	-	20,000	20,000
Miscellaneous Income	60	-	-	-	-
Insurance Reimbursement	313,167	50,000	25,000	50,000	50,000
<b>Total Miscellaneous Income</b>	<b>\$ 331,441</b>	<b>\$ 75,000</b>	<b>\$ 25,000</b>	<b>\$ 70,000</b>	<b>\$ 70,000</b>
<b>Transfers In</b>					
General Fund	618,750	463,950	463,950	463,950	463,950
Water/Sewer Revenue	-	123,870	123,870	123,870	123,870
Sanitation	-	30,930	30,930	30,930	30,930
<b>Total Transfers In</b>	<b>\$ 618,750</b>	<b>\$ 618,750</b>	<b>\$ 618,750</b>	<b>\$ 618,750</b>	<b>\$ 618,750</b>
<b>Sub-Total</b>	<b>\$ 5,969,144</b>	<b>\$ 6,202,866</b>	<b>\$ 6,152,876</b>	<b>\$ 6,459,433</b>	<b>\$ 6,459,433</b>
Fund Balance (Increase) Decrease	262,873	(83,000)	(1,214,892)	(192,827)	(186,676)
<b>Grand Total</b>	<b>\$ 6,232,017</b>	<b>\$ 6,119,866</b>	<b>\$ 4,937,984</b>	<b>\$ 6,266,606</b>	<b>\$ 6,272,757</b>

## SUMMARY OF EXPENDITURES

Account	2018/2019 Actual Expense	2019/2020 Amended Budget	2019/2020 Estimated Expenditures	2020/2021 Department Request	2020/2021 Proposed Budget
<b>RISK MGMNT/ SELF-INSURANCE 522-1710-519</b>					
Department Summary					
Personnel Services	443,812	485,008	455,934	468,800	474,951
Operating Expenses	5,779,982	5,634,858	4,482,050	5,797,806	5,797,806
Capital Outlay	-	-	-	-	-
Nonoperating Expenses	8,223	-	-	-	-
<b>TOTAL</b>	<b>\$ 6,232,017</b>	<b>\$ 6,119,866</b>	<b>\$ 4,937,984</b>	<b>\$ 6,266,606</b>	<b>\$ 6,272,757</b>
Estimated as % of Budget			81%		

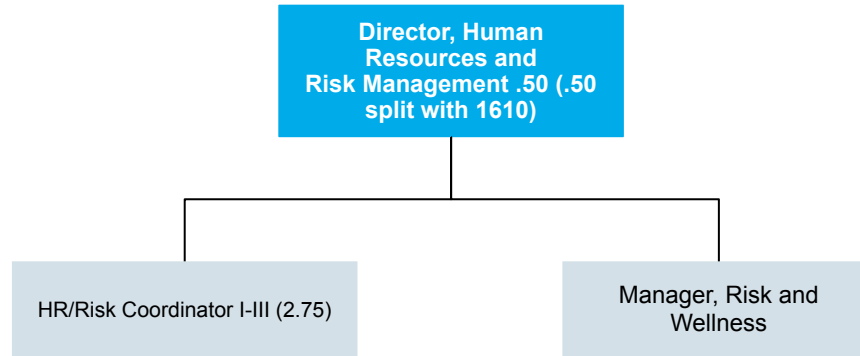




## ORGANIZATIONAL CHART

DEPARTMENT: Human Resources  
DIVISION: Risk Management

FUND: 522  
DEPT. NO.: 1710



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



## PERSONNEL ALLOCATION

DEPARTMENT: Human Resources  
DIVISION: Risk Management

FUND: 522  
DEPT. NO.: 1710

Position Title	Position Number	Pay Grade	2018-19 Actual	2019-20 Actual	2020-21 Inc/(Dec)	2020-21 Requested	2020-21 Proposed
<b>Full-Time Positions:</b>							
Director, HR & Risk Management	05019	47	0.5	0.5	-	0.5	0.5
Assistant Director, HR & Risk Management	05329	39	-	0.5	-	0.5	0.5
Manager, Risk and Wellness	05359	30	1.0	1.0	-	1.0	1.0
Unspecified Personnel			3.0	2.5	-	2.5	2.5
HR/Risk Coordinator I	05300	16	*	*	*	*	*
HR/Risk Coordinator II	05110	18	*	*	*	*	*
HR/Risk Coordinator III	05139	20	*	*	*	*	*
Total Personnel:			4.5	4.5	-	4.5	4.5



## DETAIL EXPENDITURES

Account		2018/2019 Actual Expense	2019/2020 Amended Budget	2019/2020 Estimated Expenditures	2020/2021 Department Request	2020/2021 Proposed Budget
<b>DIV 19 Self-Insurance 522-1710-519</b>						
Department Summary						
	Personnel Services	443,812	485,008	455,934	468,800	474,951
	Operating Expenses	5,779,982	5,634,858	4,482,050	5,797,806	5,797,806
	Capital Outlay	-	-	-	-	-
	Nonoperating Expenses	8,223	-	-	-	-
	<b>Total</b>	<b>\$ 6,232,017</b>	<b>\$ 6,119,866</b>	<b>\$ 4,937,984</b>	<b>\$ 6,266,606</b>	<b>\$ 6,272,757</b>
	<b>Estimated As % Of Budget</b>			<b>80.7%</b>		
12-10	Regular Salaries/wages	282,194	305,047	300,000	305,047	305,047
12-20	Holiday Pay	-	-	-	-	-
14-10	Overtime	3,506	5,000	-	5,000	5,000
15-12	Cell Phone Allowance	966	504	504	504	504
15-20	Car Allowance	3,500	2,400	2,400	2,400	2,400
19-99	New Personnel/Reclass	-	21,361	-	-	-
21-10	Employer Fica	20,864	22,737	22,000	22,737	24,477
22-10	General Employees Pension	92,585	90,033	90,000	91,811	91,811
22-12	Pension Expense GASB68	-	-	-	-	-
23-10	Life Insurance	121	233	200	233	183
23-11	Life Insurance-retirees	8	-	-	-	-
23-20	Disability Insurance	1,144	1,162	1,100	1,162	1,251
23-30	Health Insurance	32,928	34,412	34,000	34,412	37,583
23-32	Cigna Hsa	-	-	-	-	-
23-34	HSA	4,125	-	4,000	3,375	4,500
23-40	Dental Insurance	1,670	1,888	1,500	1,888	1,964
23-50	Vision Insurance	201	231	230	231	231
	<b>Sub-Total Personnel Services</b>	<b>\$ 443,812</b>	<b>\$ 485,008</b>	<b>\$ 455,934</b>	<b>\$ 468,800</b>	<b>\$ 474,951</b>
31-11	Legal Fees & Costs	932,389	725,000	700,000	665,000	665,000
31-17	Legal Fees - WC	-	55,000	60,000	105,000	105,000
31-20	Physician Exams	14,006	25,000	20,000	21,000	21,000
31-21	City Clinic	612,196	618,750	600,000	618,750	618,750
31-90	Other Professional Svcs	215,180	140,000	150,000	140,000	140,000
31-92	Prof Services - WC	-	160,000	-	325,000	325,000
32-10	Audit Fee	2,668	2,668	2,600	2,668	2,668
32-11	Actuarial Fee	5,900	6,000	6,000	6,000	6,000
40-12	Business Meetings	235	2,000	2,000	2,000	2,000
44-31	Copy Machine Rental	4,551	-	-	-	-
45-02	Auto Liab Exc Premium	44,020	-	-	-	-
45-03	Auto Premium	26,302	-	-	-	-
45-04	Liability insurance PKG	313,037	290,000	-	400,000	400,000
45-05	Property insurance PKG	447,983	450,000	360,000	500,000	500,000
45-07	Employee Bonds Premium	-	-	450,000	-	-
45-09	Workers Compensation	227,676	190,000	175,000	200,000	200,000
45-14	Workers' Comp Access Fees	-	40,000	25,000	40,000	40,000
45-15	Liability insurance MISC	-	3,750	3,000	3,750	3,750
45-16	Asset Insurance Misc	-	-	-	1,500	1,500
45-12	Work Comp Self Insured	1,877,754	-	-	-	-
46-20	Equipment Maintenance	-	-	-	-	-
46-91	Software Maintenance	-	82,000	-	85,000	85,000
48-21	Employee Recognition	-	2,300	-	750	750
49-09	Self Insurance Chgs (W/C)	1,735	1,900	1,900	1,900	1,900
49-10	Warehouse Service Chg	137	132	-	113	113
49-17	Other Contractual Svcs	251,182	60,624	50,000	130,000	130,000
49-19	Self Insurd Loss-property	48,134	65,359	75,000	120,000	120,000
49-20	Self Insured Loss	626,885	900,000	1,300,000	900,000	900,000
49-21	Auto Liab. Self Ins. Loss	142,868	-	-	-	-
49-22	Auto Phy. Dam. Self Ins	(15,500)	-	-	-	-
49-23	Self Insured Loss - WC	-	1,800,000	500,000	1,525,000	1,525,000
49-23	Insurance Reserve	-	10,000	-	-	-
51-10	Office Supplies	86	2,500	1,000	2,500	2,500
52-79	Training Aids	100	500	250	500	500
54-10	Books-Publications-Videos	99	500	-	500	500
54-20	Memberships	110	875	300	875	875
54-30	Training	249	-	-	-	-
	<b>Sub-Total Operating Expenses</b>	<b>\$ 5,779,982</b>	<b>\$ 5,634,858</b>	<b>\$ 4,482,050</b>	<b>\$ 5,797,806</b>	<b>\$ 5,797,806</b>
64-15	Computer Equipment	-	-	-	-	-
	<b>Sub-Total Capital Outlay</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
	<b>Subtotal</b>	<b>\$ 6,223,794</b>	<b>\$ 6,119,866</b>	<b>\$ 4,937,984</b>	<b>\$ 6,266,606</b>	<b>\$ 6,272,757</b>
95-40	Depreciation Expense	-	-	-	-	-
99-02	Disposal of Assets	7,442	-	-	-	-
99-97	Disposal of Assets	781	-	-	-	-
	<b>Department Total</b>	<b>\$ 6,232,017</b>	<b>\$ 6,119,866</b>	<b>\$ 4,937,984</b>	<b>\$ 6,266,606</b>	<b>\$ 6,272,757</b>





# Traffic Fund

---

FY 2020-2021 Proposed Budget

## DETAIL REVENUES

Account Description	2018-19 Actual Revenue	2019-20 Amended Revenue	2019-20 Estimated Revenue	2020-21 Proposed Revenue	2020-21 Proposed Revenue
<b>Fines &amp; Forfeitures</b>					
Police Parking Fines	24,754	7,000	7,000	35,000	35,000
Violations Local Ord.	1,798,412	1,100,000	1,100,000	1,500,000	1,500,000
Red Light Cam Admin Fines	21,226	50,000	50,000	25,000	25,000
Interest Income	17,649	4,000	4,000	14,671	14,671
<b>Sub Total</b>	<b>\$ 1,862,041</b>	<b>\$ 1,161,000</b>	<b>\$ 1,161,000</b>	<b>\$ 1,574,671</b>	<b>\$ 1,574,671</b>
Fund Balance (Increase) Decrease	(696,436)	195,009	(152,741)	(157,205)	(155,750)
<b>Grand Total</b>	<b>\$ 1,165,605</b>	<b>\$ 1,356,009</b>	<b>\$ 1,008,259</b>	<b>\$ 1,417,466</b>	<b>\$ 1,418,921</b>

## SUMMARY OF EXPENDITURES

Account	2018/2019 Actual Expense	2019/2020 Amended Budget	2019/2020 Estimated Expenditures	2020/2021 Department Request	2020/2021 Proposed Budget
<b>Traffic Safety Fund 103-2110-521</b>					
Department Summary					
Personnel Services	188,355	171,409	173,659	211,866	213,321
Operating Expenses	877,250	825,600	825,600	846,600	846,600
Capital Outlay	-	9,000	9,000	9,000	9,000
Nonoperating Expenses	100,000	350,000	-	350,000	350,000
<b>Total</b>	<b>\$ 1,165,605</b>	<b>\$ 1,356,009</b>	<b>\$ 1,008,259</b>	<b>\$ 1,417,466</b>	<b>\$ 1,418,921</b>
<b>Estimated As % Of Budget</b>			<b>74.35%</b>		



### TRAFFIC FUND

**Revenue:**

Red Light Camera	\$ 1,560,000
Miscellaneous Income	14,671
Fund Balance (Increase) Decrease	<u>(155,750)</u>

Total Revenues:	<u><u>\$ 1,418,921</u></u>
-----------------	----------------------------

**Appropriations:**

Personnel Services	\$ 213,321
Operating Expenses	846,600
Capital Outlay	9,000
Non Operating	<u>350,000</u>

Total Appropriations:	<u><u>\$ 1,418,921</u></u>
-----------------------	----------------------------

Position Title	Position Number	Pay Grade	2018-19 Actual	2019-20 Actual	2020-21 Inc/(Dec)	2020-21 Requested	2020-21 Proposed
<b>Full-Time Positions:</b>							
Police Records Technician	11322	9	1.0	1.0	-	1.0	1.0
Community Service Officers	11352	10	2.0	2.0	-	2.0	2.0
<b>Total Personnel:</b>			3.0	3.0	-	3.0	3.0



## DETAIL EXPENDITURES

Account		2018/2019 Actual Expense	2019/2020 Amended Budget	2019/2020 Estimated Expenditures	2020/2021 Department Request	2020/2021 Proposed Budget
<b>DIV 10 Traffic Safety Fund 103-2110-521</b>						
Department Summary						
	Personnel Services	188,355	171,409	173,659	211,866	213,321
	Operating Expenses	877,250	825,600	825,600	846,600	846,600
	Capital Outlay	-	9,000	9,000	9,000	9,000
	Nonoperating Expenses	100,000	350,000	-	350,000	350,000
	<b>Total</b>	<b>\$ 1,165,605</b>	<b>\$ 1,356,009</b>	<b>\$ 1,008,259</b>	<b>\$ 1,417,466</b>	<b>\$ 1,418,921</b>
	Estimated As % Of Budget			74.4%		
12-10	Regular Salaries/wages	120,318	116,149	116,149	125,486	125,486
12-20	Holiday Pay	-	-	-	-	-
14-10	Overtime	7,616	8,000	8,000	8,000	8,000
15-13	Shoe Allowance	295	295	295	295	295
21-10	Employer Fica	9,436	8,885	8,885	9,600	10,272
22-10	General Employees Pension	23,019	13,153	13,153	38,944	38,944
23-10	Life Insurance	-	132	132	132	101
23-20	Disability Insurance	-	441	441	441	525
23-30	Health Insurance	24,386	22,941	22,941	25,235	25,235
23-32	Cigna Hsa	-	-	-	-	-
23-34	HSA	1,875	-	2,250	2,250	3,000
23-40	Dental Insurance	1,259	1,259	1,259	1,322	1,309
23-50	Vision Insurance	151	154	154	161	154
	<b>Sub-total Personnel Services</b>	<b>\$ 188,355</b>	<b>\$ 171,409</b>	<b>\$ 173,659</b>	<b>\$ 211,866</b>	<b>\$ 213,321</b>
31-11	Legal Fees & Costs	43,365	55,000	55,000	55,000	55,000
32-10	Audit Fee	-	-	-	-	-
34-53	Consultant Fees	21,664	14,000	14,000	35,000	35,000
44-30	Equipment Rental	806,481	745,000	745,000	745,000	745,000
49-17	Other Contractual Svcs	5,740	9,600	9,600	9,600	9,600
51-10	Office Supplies	-	1,000	1,000	1,000	1,000
52-20	Opr Equipment <\$750	-	1,000	1,000	1,000	1,000
	<b>Sub-Total Operating Expenses</b>	<b>\$ 877,250</b>	<b>\$ 825,600</b>	<b>\$ 825,600</b>	<b>\$ 846,600</b>	<b>\$ 846,600</b>
64-20	Computer Equipment	-	9,000	9,000	9,000	9,000
	<b>Sub-Total Capital Outlay</b>	<b>\$ -</b>	<b>\$ 9,000</b>	<b>\$ 9,000</b>	<b>\$ 9,000</b>	<b>\$ 9,000</b>
	<b>Subtotal</b>	<b>\$ 1,065,605</b>	<b>\$ 1,006,009</b>	<b>\$ 1,008,259</b>	<b>\$ 1,067,466</b>	<b>\$ 1,068,921</b>
91-01	Transfer To General Fund	-	618,325	618,325	-	-
91-01	Transfer To General Fund	100,000	350,000	-	350,000	350,000
	<b>Department Total</b>	<b>\$ 1,165,605</b>	<b>\$ 1,974,334</b>	<b>\$ 1,626,584</b>	<b>\$ 1,417,466</b>	<b>\$ 1,418,921</b>







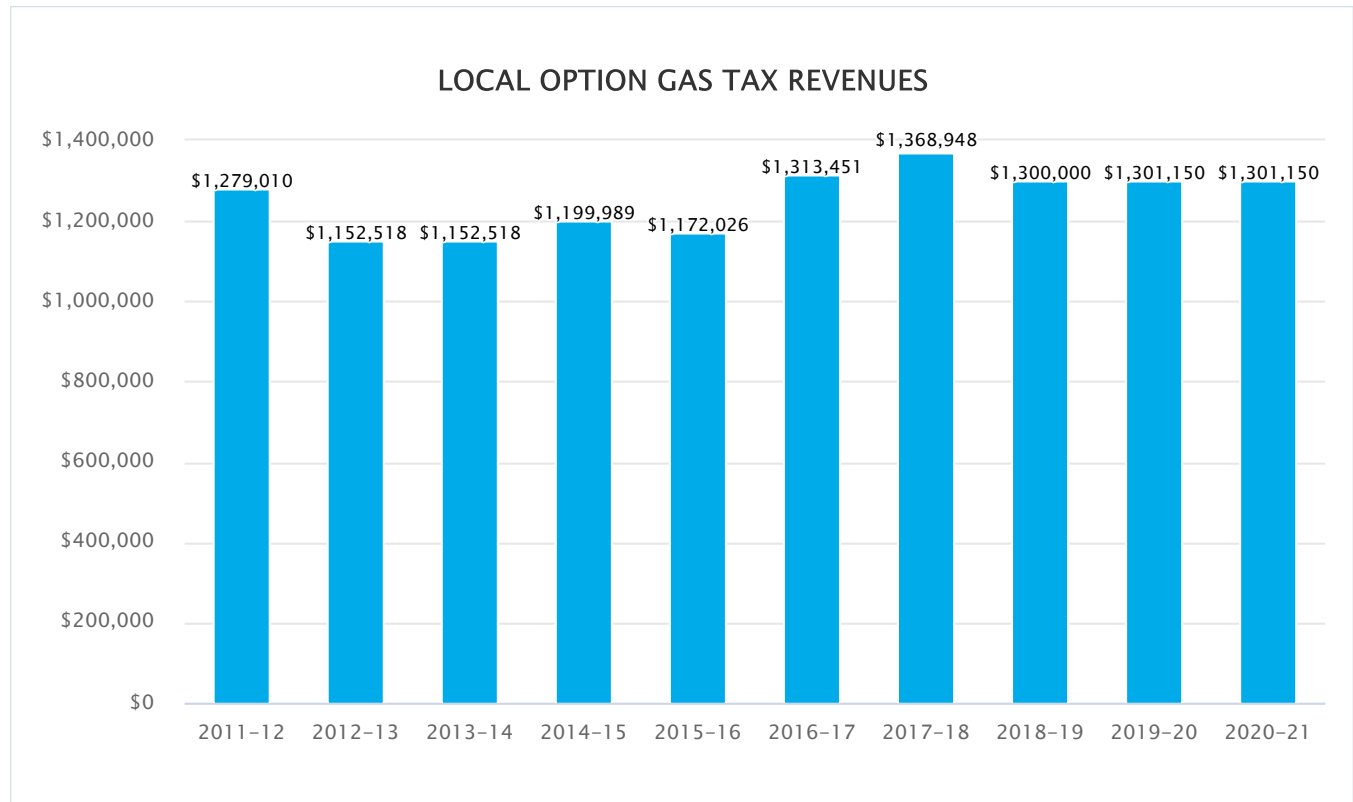
# Local Option Gas Tax Fund

---

FY 2020-2021 Proposed Budget



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 2020-21 is \$1.3M with similar funds being appropriated thru FY 2020-21.



### GAS TAX BUDGET SUMMARY (10 YEARS)

Gas Tax Revenues and Expenditures									Proposed	Proposed
	2010-11	2011-12	2012-13	2013-14	2014-15	2015-16	2016-17	2018-19	Budget	Budget
									2019-20	2020-21
<b>REVENUES:</b>										
Local Option Gas Tax	\$ 1,279,010	\$ 1,152,518	\$ 1,199,533	\$ 1,279,010	\$ 1,313,451	\$ 1,350,572	\$ 1,350,572	\$ 1,365,107	\$ 1,301,150	\$ 1,301,150
Interest Earnings	588	(385)	456	588	123	575	575	3,068	-	1,863
Fund Balance (Increase) Decrease	(177,931)	347,627	(27,983)	(107,572)	(186,426)	(51,147)	(51,147)	(67,025)	-	(1,863)
<b>Total Revenues</b>	<b>\$ 1,101,667</b>	<b>\$ 1,499,760</b>	<b>\$ 1,172,006</b>	<b>\$ 1,172,026</b>	<b>\$ 1,127,148</b>	<b>\$ 1,300,000</b>	<b>\$ 1,300,000</b>	<b>\$ 1,301,150</b>	<b>\$ 1,301,150</b>	<b>\$ 1,301,150</b>
<b>EXPENDITURES:</b>										
Transfer to General Fund	850,000	815,000	796,000	796,000	815,000	815,000	848,850	850,000	850,000	850,000
Transfer to Transportation Fund	-	-	-	-	-	-	-	-	-	-
Transfer to Capital Improvements Fund	250,700	683,960	375,000	375,000	683,960	383,925	450,000	450,000	450,000	450,000
Audit Charges	967	800	1,006	1,026	1,040	1,067	1,150	1,150	1,150	1,150
Reserve for Future Appropriation	-	-	-	-	-	-	-	-	-	-
<b>Total Expenditures</b>	<b>\$ 1,101,667</b>	<b>\$ 1,499,760</b>	<b>\$ 1,172,006</b>	<b>\$ 1,172,026</b>	<b>\$ 1,500,000</b>	<b>\$ 1,199,992</b>	<b>\$ 1,300,000</b>	<b>\$ 1,301,150</b>	<b>\$ 1,301,150</b>	<b>\$ 1,301,150</b>



### LOCAL OPTION GAS TAX FUND

---

## Revenue:

Local Option Gas Tax	\$ 1,301,150
Interest Income	1,863
Fund Balance (Increase) Decrease	<u>(1,863)</u>

Total Revenues:	<u><u>\$ 1,301,150</u></u>
-----------------	----------------------------

## Appropriations:

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

Total Appropriations:	<u><u>\$ 1,301,150</u></u>
-----------------------	----------------------------



## DETAIL REVENUES

Account Description	2018-19 Actual Revenue	2019-20 Adopted Revenue	2019-20 Estimated Revenue	2020-21 Proposed Revenue	2020-21 Proposed Revenue
<b>State Shared Revenue</b>					
Local Option Gas Tax	1,365,107	1,301,150	1,300,000	1,301,150	1,301,150
<b>Total Charges For Services</b>	<b>\$ 1,365,107</b>	<b>\$ 1,301,150</b>	<b>\$ 1,300,000</b>	<b>\$ 1,301,150</b>	<b>\$ 1,301,150</b>
<b>Investment Income</b>					
Interest Income	3,068	-	2,500	1,863	1,863
<b>Total Investment Income</b>	<b>\$ 3,068</b>	<b>\$ -</b>	<b>\$ 2,500</b>	<b>\$ 1,863</b>	<b>\$ 1,863</b>
<b>Sub Total</b>	<b>\$ 1,368,175</b>	<b>\$ 1,301,150</b>	<b>\$ 1,302,500</b>	<b>\$ 1,303,013</b>	<b>\$ 1,303,013</b>
Fund Balance (Increase) Decrease	(67,025)	-	(1,350)	(1,863)	(1,863)
<b>Grand Total</b>	<b>\$ 1,301,150</b>	<b>\$ 1,301,150</b>	<b>\$ 1,301,150</b>	<b>\$ 1,301,150</b>	<b>\$ 1,301,150</b>

## SUMMARY OF EXPENDITURES

Account	2018/2019 Actual Expense	2019/2020 Current Budget	2019/2020 Estimated Expenditures	2020/2021 Department Request	2020/2021 Proposed Budget
<b>Local Option Gas Tax Debt Serv. 104-3011-541</b>					
Department Summary					
Personnel Services	-	-	-	-	-
Operating Expenses	1,150	1,150	1,150	1,150	1,150
Capital Outlay	1,300,000	1,300,000	1,300,000	1,300,000	1,300,000
Nonoperating Expenses	-	-	-	-	-
<b>Total</b>	<b>\$ 1,301,150</b>	<b>\$ 1,301,150</b>	<b>\$ 1,301,150</b>	<b>\$ 1,301,150</b>	<b>\$ 1,301,150</b>
Estimated As % Of Budget			100%		

## DETAIL EXPENDITURES

Account	2018/2019 Actual Expense	2019/2020 Amended Budget	2019/2020 Estimated Expenditures	2020/2021 Department Request	2020/2021 Proposed Budget
<b>DIV 11 Local Option Gas Tax / Debt Service 104-3011-541</b>					
Department Summary					
Operating Expenses	1,150	1,150	1,150	1,150	1,150
Capital Outlay	1,300,000	1,300,000	1,300,000	1,300,000	1,300,000
Nonoperating Expenses	-	-	-	-	-
<b>Total</b>	<b>\$ 1,301,150</b>	<b>\$ 1,301,150</b>	<b>\$ 1,301,150</b>	<b>\$ 1,301,150</b>	<b>\$ 1,301,150</b>
Estimated As % of Budget			100.00%		
32-10 Audit Fee	1,150	1,150	1,150	1,150	1,150
<b>Sub-Total Operating Expenses</b>	<b>\$ 1,150</b>	<b>\$ 1,150</b>	<b>\$ 1,150</b>	<b>\$ 1,150</b>	<b>\$ 1,150</b>
91-01 Transfer To General Fund	850,000	850,000	850,000	850,000	850,000
91-31 Transfer To Capital Impv	\$ 450,000	\$ 450,000	\$ 450,000	\$ 450,000	\$ 450,000
<b>Sub- Total Non-Operating Exp.</b>	<b>\$ 1,300,000</b>	<b>\$ 1,300,000</b>	<b>\$ 1,300,000</b>	<b>\$ 1,300,000</b>	<b>\$ 1,300,000</b>
<b>Subtotal</b>	<b>\$ 1,301,150</b>	<b>\$ 1,301,150</b>	<b>\$ 1,301,150</b>	<b>\$ 1,301,150</b>	<b>\$ 1,301,150</b>
91-30 Transfer/Veh. Srv. Fund	-	-	-	-	-
<b>Department Total</b>	<b>\$ 1,301,150</b>	<b>\$ 1,301,150</b>	<b>\$ 1,301,150</b>	<b>\$ 1,301,150</b>	<b>\$ 1,301,150</b>



## 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":

Public transportation operation and maintenance

Roadway and right-of-way maintenance and equipment

Roadway and right-of-way drainage

Street lighting

Traffic signs, traffic engineering, signalization and pavement markings

Bridge maintenance and operation

Debt Service and current expenditures for transportation capital projects in the above program areas including construction or reconstruction of roads





# Community Improvements Fund

FY 2020-2021 Proposed Budget

### COMMUNITY IMPROVEMENT FUND

---

## Revenue:

Miscellaneous Income	\$ 7,100
Investment Earnings	-
Operating Transfers - Grants	209,318
Fund Balance (Increase) Decrease	<u>61,540</u>
 Total Revenues:	 <u><u>\$ 277,958</u></u>

## Appropriations:

Personnel	\$ 249,441
Operating Expenses	28,517
Capital Outlay	-
Non Operating	<u>-</u>
 Total Appropriations:	 <u><u>\$ 277,958</u></u>



## DETAIL REVENUES

Account Description	2018-19 Actual Revenue	2019-20 Adopted Revenue	2019-20 Estimated Revenue	2020-21 Proposed Revenue	2020-21 Proposed Revenue
<b>Investment Income</b>					
Interest Income	-	-	-	-	-
<b>Total Investment Income</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Miscellaneous Income</b>					
Pymt In Lieu of Afford Hs	-	7,000	-	7,000	7,000
Mortgage Satisfaction	-	-	-	-	-
Miscellaneous Income	-	100	-	100	100
<b>Total Miscellaneous Income</b>	<b>\$ -</b>	<b>\$ 7,100</b>	<b>\$ -</b>	<b>\$ 7,100</b>	<b>\$ 7,100</b>
<b>Operating Transfers In</b>					
Grants	47,061	-	-	-	-
CDBG	171,742	170,000	170,000	209,318	209,318
<b>Total Operating Transfers In</b>	<b>\$ 218,803</b>	<b>\$ 170,000</b>	<b>\$ 170,000</b>	<b>\$ 209,318</b>	<b>\$ 209,318</b>
<b>Sub Total</b>	<b>\$ 218,803</b>	<b>\$ 177,100</b>	<b>\$ 170,000</b>	<b>\$ 216,418</b>	<b>\$ 216,418</b>
Fund Balance (Increase) Decrease	21,262	68,480	39,048	62,430	61,540
<b>Grand Total</b>	<b>\$ 240,065</b>	<b>\$ 245,580</b>	<b>\$ 209,048</b>	<b>\$ 278,848</b>	<b>\$ 277,958</b>

## SUMMARY OF EXPENDITURES

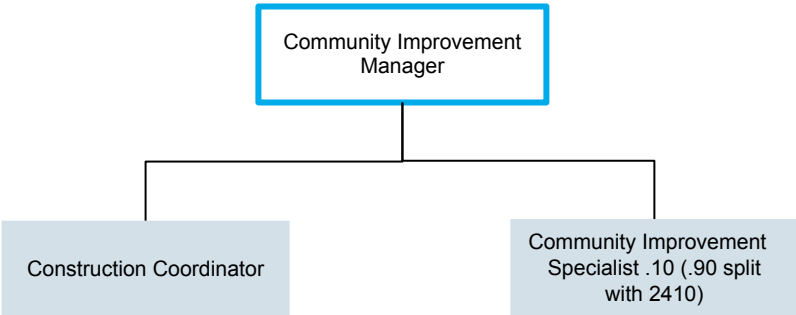
Account	2018/2019 Actual Expense	2019/2020 Amended Budget	2019/2020 Estimated Expenditures	2020/2021 Department Request	2020/2021 Proposed Budget
<b>Community Improvement 122-2418-554</b>					
Department Summary					
Personnel Services	225,664	216,207	182,588	247,558	249,441
Operating Expenses	14,401	29,373	26,460	31,290	28,517
Capital Outlay	-	-	-	-	-
Nonoperating Expenses	-	-	-	-	-
<b>Total</b>	<b>\$ 240,065</b>	<b>\$ 245,580</b>	<b>\$ 209,048</b>	<b>\$ 278,848</b>	<b>\$ 277,958</b>
<b>Estimated As % of Budget</b>			85%		



ORGANIZATIONAL CHART

DEPARTMENT: **Development**  
DIVISION: **Community Improvement**

FUND: **122**  
DEPT. NO.: **2418**



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





## PERSONNEL ALLOCATION

DEPARTMENT: Development  
DIVISION: Community Improvement

FUND: 122  
DEPT. NO.: 2418

PositionTitle	Position Number	Pay Grade	2018-19 Actual	2019-20 Actual	2020-21 Inc/(Dec)	2020-21 Requested	2020-21 Proposed
<b>Full-Time Positions:</b>							
Community Improvement Manager	25019	27	1.0	1.0	-	1.0	1.0
Construction Coordinator	25200	18	1.0	1.0	-	1.0	1.0
Community Improvement Specialist <sup>(1)</sup>	25230	14	0.1	0.1	-	0.1	0.1
<b>Total Personnel:</b>			2.1	2.1	-	2.1	2.1

<sup>(1)</sup> Community Improvement Specialist funded 10% from CDBG; 90% General Fund in Development Services

Performance Measures	Actual						Estimate		Projected	
	2016-17		2017-18		2018-19		2019-20		2020-21	
Community Improvement Fund (122-2418)	Funding	Units	Funding	Units	Funding	Units	Funding	Units	Funding	Units
CDBG Sub-grantees	\$ 284,683	6	\$ 327,240	6	\$ 327,240	6	\$ 361,659	6	\$ 324,527	6.25
CDBG Home Repairs	\$ 300,000	6	\$ 234,000	10	\$ 234,000	10	\$ 273,861	4	\$ 269,287	5
SHIP First Time Home Buyers	\$ 200,000	3	\$ 300,000	6	\$ 300,000	6	\$ 20,200	1	\$ 173,400	3
SHIP Residential Repairs	100000	2	\$ 200,000	4	\$ 200,000	4	\$ 68,000	1	\$ 122,667	3.25



## DETAIL EXPENDITURES

Account		2018/2019 Actual Expense	2019/2020 Amended Budget	2019/2020 Estimated Expenditures	2020/2021 Department Request	2020/2021 Proposed Budget
Div 18 Community Imprvmnt 122-2418-554						
Department Summary						
Personnel Services		225,664	216,207	182,588	247,558	249,441
Operating Expenses		14,401	29,373	26,460	31,290	28,517
Capital Outlay		-	-	-	-	-
Nonoperating Expenses		-	-	-	-	-
Total		\$ 240,065	\$ 245,580	\$ 209,048	\$ 278,848	\$ 277,958
Estimated As % of Budget				85.1%		
12-10	Regular Salaries/wages	170,624	163,632	130,000	166,729	166,729
14-10	Overtime	256	-	-	-	-
15-12	Cell Phone Allowance	240	240	240	240	240
15-20	Shoe Allowance	-	148	148	148	148
21-10	Employer Fica	11,534	11,924	11,925	11,924	12,507
22-10	General Employees Pension	21,871	21,633	21,635	48,312	48,312
23-10	Life Insurance	76	120	120	120	77
23-20	Disability Insurance	1,068	609	610	609	639
23-30	Health Insurance	16,933	16,816	16,820	16,816	17,665
23-32	Cigna Hsa	-	-	-	-	-
23-34	HSA	2,075	-	-	1,575	2,100
23-40	Dental Insurance	881	969	970	969	916
23-50	Vision Insurance	106	116	120	116	108
Sub-Total Personnel Services		\$ 225,664	\$ 216,207	\$ 182,588	\$ 247,558	\$ 249,441
32-10	Audit Fee	3,735	3,735	3,735	3,735	3,735
40-10	Mileage Reimbursement	890	600	600	600	600
40-12	Business Meetings	1,542	475	200	475	200
41-15	Cellular Phone/Beeper	55	72	6	600	600
46-30	Vehicle Maint-Garage	1,595	311	334	1,347	1,347
48-01	Comm Promotion/marketng	-	475	475	475	475
48-05	Advertising	-	2,470	1,000	2,470	1,000
49-09	Self Insurance Chgs (W/C)	5,599	6,115	6,115	6,499	6,499
49-41	Licenses, Fees & Permits	150	-	-	-	-
49-10	Warehouse Service Chg	180	142	145	111	111
49-67	Affordable Housing	-	10,000	10,000	10,000	10,000
51-10	Office Supplies	655	750	500	750	500
52-01	Supplies	-	1,000	500	1,000	250
52-22	Uniforms	-	228	350	228	200
52-85	Food Supplies	-	-	-	-	-
54-20	Memberships	-	500	-	500	500
54-36	Career Development	-	2,500	2,500	2,500	2,500
Sub-Total Operating Expenses		\$ 14,401	\$ 29,373	\$ 26,460	\$ 31,290	\$ 28,517
64-15	Computer Equipment	-	-	-	-	-
Sub-Total Capital Outlay		\$ -	\$ -	\$ -	\$ -	\$ -
Subtotal		\$ 240,065	\$ 245,580	\$ 209,048	\$ 278,848	\$ 277,958
91-06	Transfer To Grants	-	-	-	-	-
Department Total		\$ 240,065	\$ 245,580	\$ 209,048	\$ 278,848	\$ 277,958





# Public Arts Fund

---

FY 2020-2021 Proposed Budget

## PUBLIC ARTS FUND

## Revenue:

Public Art Fees	\$ 1,015,000
Miscellaneous Income	-
Transfer In	20,000
Fund Balance (Increase) Decrease	<u>(552,880)</u>
Total Revenues:	<u>\$ 482,120</u>

## Appropriations:

Personnel	\$ 139,492
Operating Expenses	122,628
Capital Outlay	220,000
Non Operating	<u>-</u>
Total Appropriations:	<u>\$ 482,120</u>



## DETAIL REVENUES

Account Description	2018-19 Actual Revenue	2019-20 Adopted Revenue	2019-20 Estimated Revenue	2020-21 Proposed Revenue	2020-21 Proposed Revenue
<b>Charges for Services</b>					
Public Arts Fee 30%	820,114	653,039	100,000	300,000	300,000
Public Arts 70% Permit	-	817,051	100,000	700,000	700,000
Kinetic Art	959	15,000	15,000	15,000	15,000
<b>Total Charges for Services</b>	<b>\$ 821,073</b>	<b>\$ 1,485,090</b>	<b>\$ 215,000</b>	<b>\$ 1,015,000</b>	<b>\$ 1,015,000</b>
<b>Investment Income</b>					
Interest Earnings	-	-	-	-	-
<b>Total Investment Income</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Miscellaneous Income</b>					
Miscellaneous Income	-	-	-	-	-
<b>Total Miscellaneous Income</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
General Fund	20,000	20,000	20,000	20,000	20,000
Transfer from Misc Trust Fund					
<b>Sub Total</b>	<b>\$ 841,073</b>	<b>\$ 1,505,090</b>	<b>\$ 235,000</b>	<b>\$ 1,035,000</b>	<b>\$ 1,035,000</b>
Fund Balance (Increase) Decrease	(162,617)	(413,670)	338,247	(522,865)	(552,880)
<b>Grand Total</b>	<b>\$ 678,456</b>	<b>\$ 1,091,420</b>	<b>\$ 573,247</b>	<b>\$ 512,135</b>	<b>\$ 482,120</b>

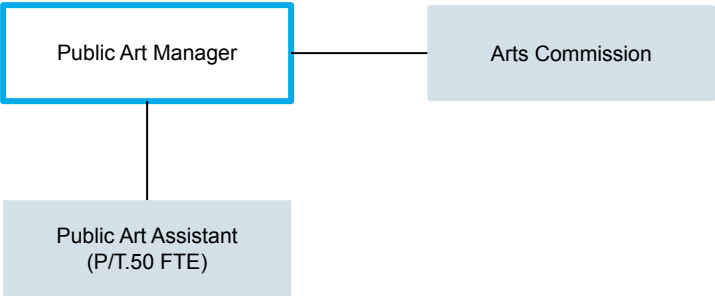
## SUMMARY OF EXPENDITURES

Account	2018/2019 Actual Expense	2019/2020 Amended Budget	2019/2020 Estimated Expenditures	2020/2021 Department Request	2020/2021 Proposed Budget
<b>Public Arts 151-2611-579</b>					
Department Summary					
Personnel Services	130,804	132,006	168,648	169,507	139,492
Operating Expenses	544,207	99,114	98,264	122,628	122,628
Capital Outlay	-	860,300	306,335	220,000	220,000
Nonoperating Expenses	3,445	-	-	-	-
<b>Total</b>	<b>\$ 678,456</b>	<b>\$ 1,091,420</b>	<b>\$ 573,247</b>	<b>\$ 512,135</b>	<b>\$ 482,120</b>
Estimated as % of Budget			53%		



ORGANIZATIONAL CHART

DEPARTMENT: City Manager	FUND: 151
DIVISION: Public Arts	DEPT. NO.: 2611



## PERSONNEL ALLOCATION

<b>DEPARTMENT: City Manager</b>	<b>FUND: 151</b>
<b>DIVISION: Public Arts</b>	<b>DEPT. NO.: 2611</b>

PositionTitle	Position Number	Pay Grade	2018-19 Actual	2019-20 Actual	2020-21 Inc/(Dec)	2020-21 Requested	2020-21 Proposed
<b>Full-Time Positions:</b>							
Public Arts Manager	30069	25	1.0	1.0	-	1.0	1.0
<b>Part-Time Positions:</b>							
Public Art Assistant - (PT)		10	0.5	0.5	-	0.5	0.5
<b>Total Personnel:</b>			1.5	1.5	-	1.5	1.5



## DETAIL EXPENDITURES

Account		2018/2019 Actual Expense	2019/2020 Amended Budget	2019/2020 Estimated Expenditures	2020/2021 Department Request	2020/2021 Proposed Budget
Div 11 Public Arts 151-2611-579						
Department Summary						
Personnel Services		130,804	132,006	168,648	169,507	139,492
Operating Expenses		544,207	99,114	98,264	122,628	122,628
Capital Outlay		-	860,300	306,335	220,000	220,000
Nonoperating Expenses		3,445	-	-	-	-
Total		\$ 678,456	\$ 1,091,420	\$ 573,247	\$ 512,135	\$ 482,120
Estimated as % of Budget				52.52%		
12-10	Regular Salaries/wages	90,644	93,229	98,764	97,250	97,250
15-12	Cell Phone Allowance	504	516	516	504	504
15-20	Car Allowance	1,800	1,812	1,812	1,800	1,800
19-99	New Personnel/reclass	-	-	30,357	30,257	-
21-10	Employer Fica	6,177	5,572	5,572	7,478	7,478
22-10	General Employees Pension	22,357	22,403	22,403	22,193	22,193
23-10	Life Insurance	-	63	63	63	63
23-20	Disability Insurance	-	293	293	305	305
23-30	Health Insurance	8,102	7,647	7,647	8,412	8,412
23-32	Cigna Hsa	-	-	-	-	-
23-34	HSA	750	-	750	750	1,000
23-40	Dental Insurance	420	420	420	441	436
23-50	Vision Insurance	50	51	51	54	51
Sub-total Personnel Services		\$ 130,804	\$ 132,006	\$ 168,648	\$ 169,507	\$ 139,492
32-10	Audit Fee	534	534	534	534	534
40-11	Reimbursable Expenses	-	-	-	-	-
40-12	Business Meetings	2,443	3,350	2,500	3,500	3,500
49-91	Cellular Phone/Beeper	60	160	160	-	-
49-91	Software Maintenance	391	-	-	-	-
46-95	Parks Maintenance	-	1,890	1,890	10,000	10,000
46-98	Grounds Maintenance	6,800	6,000	6,000	6,000	6,000
47-10	Printing & Binding	10,283	6,500	6,500	10,000	10,000
48-01	Comm Promotion/Marketng	402,113	10,000	10,000	10,000	10,000
48-05	Advertising	7,134	12,100	12,100	12,000	12,000
49-09	Self Insurance Chgs (W/C)	1,487	1,619	1,619	1,619	1,619
49-10	Warehouse Service Chg	293	261	261	275	275
49-17	Other Contractual Svrs	107,714	50,000	50,000	60,000	60,000
51-10	Office Supplies	836	1,000	1,000	1,000	1,000
51-25	Computer Sftwre <\$750	30	200	200	200	200
52-20	Opr Equipment <\$750	-	300	300	300	300
52-85	Food Supplies	3,764	4,000	4,000	6,000	6,000
54-10	Books-publications-videos	-	100	100	100	100
54-20	Memberships	325	1,000	1,000	1,000	1,000
54-30	Training	-	100	100	100	100
Sub-Total Operating Expenses		\$ 544,207	\$ 99,114	\$ 98,264	\$ 122,628	\$ 122,628
64-15	Computer Equipment	-	-	-	-	-
67-01	Acquisition Of Public Art	-	860,300	306,335	220,000	220,000
Sub-Total Capital Outlay		\$ -	\$ 860,300	\$ 306,335	\$ 220,000	\$ 220,000
Subtotal		\$ 675,011	\$ 1,091,420	\$ 573,247	\$ 512,135	\$ 482,120
91-30	Transfer/Veh. Srv. Fund	-	-	-	-	-
95-03	Promotional Merchandise	3,445	-	-	-	-
Department Total		\$ 678,456	\$ 1,091,420	\$ 573,247	\$ 512,135	\$ 482,120







# Parks & Recreation Trust Fund

FY 2020-2021 Proposed Budget

---

**PARKS & RECREATION TRUST FUND**

---

## Revenue:

Charges For Services	\$	50,000
Investment Income		2,063
Miscellaneous Income		-
Fund Balance (Increase) Decrease		<u>(5,996)</u>
 Total Revenues:	 \$	 <u>46,067</u>

## Appropriations:

Personnel	\$	-
Operating Expenses		31,067
Capital Outlay		-
Non Operating		<u>15,000</u>
 Total Appropriations:	 \$	 <u>46,067</u>



## DETAIL REVENUES

Account Description	2018-19 Actual Revenue	2019-20 Adopted Revenue	2019-20 Estimated Revenue	2020-21 Proposed Revenue	2020-21 Proposed Revenue
<b>Charges For Services</b>					
Parks Fees/land Donatn	21,173	40,000	180,000	50,000	50,000
<b>Total Charges For Services</b>	<b>\$ 21,173</b>	<b>\$ 40,000</b>	<b>\$ 180,000</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>
<b>Investment Income</b>					
Interest Income	2,837	-	1,800	2,063	2,063
<b>Total Investment Income</b>	<b>\$ 2,837</b>	<b>\$ -</b>	<b>\$ 1,800</b>	<b>\$ 2,063</b>	<b>\$ 2,063</b>
<b>Miscellaneous Income</b>					
Donations	-	-	-	-	-
<b>Total Miscellaneous Income</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Sub Total</b>	<b>\$ 24,010</b>	<b>\$ 40,000</b>	<b>\$ 181,800</b>	<b>\$ 52,063</b>	<b>\$ 52,063</b>
Fund Balance (Increase) Decrease	181,320	61,067	(80,800)	(5,996)	(5,996)
<b>Grand Total</b>	<b>\$ 205,330</b>	<b>\$ 101,067</b>	<b>\$ 101,000</b>	<b>\$ 46,067</b>	<b>\$ 46,067</b>

## DETAIL EXPENDITURES

Account	2018/2019 Actual Expense	2019/2020 Amended Budget	2019/2020 Estimated Expenditures	2020/2021 Department Request	2020/2021 Proposed Budget
<b>Div 10 Parks &amp; Recreation Trust 141-2710-572</b>					
Department Summary					
Personnel Services	-	-	-	-	-
Operating Expenses	11,842	1,067	1,000	31,067	31,067
Capital Outlay	178,488	85,000	85,000	-	-
Nonoperating Expenses	15,000	15,000	15,000	15,000	15,000
<b>Total</b>	<b>\$ 205,330</b>	<b>\$ 101,067</b>	<b>\$ 101,000</b>	<b>\$ 46,067</b>	<b>\$ 46,067</b>
Estimated As % Of Budget			99.93%		
12-10 Regular Salaries/Wages	-	-	-	-	-
21-10 Employer Fica	-	-	-	-	-
<b>Sub-Total Personnel Services</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
32-10 Audit Fee	1,067	1,067	1,000	1,067	1,067
49-17 Other Contractual Svcs	10,775	-	-	30,000	30,000
<b>Sub-Total Operating Expenses</b>	<b>\$ 11,842</b>	<b>\$ 1,067</b>	<b>\$ 1,000</b>	<b>\$ 31,067</b>	<b>\$ 31,067</b>
62-01 Building Improvements	-	-	-	-	-
63-12 Recreation Impvs	178,488	85,000	85,000	-	-
64-04 Playground Equipment	-	-	-	-	-
<b>Sub-Total Capital Outlay</b>	<b>\$ 178,488</b>	<b>\$ 85,000</b>	<b>\$ 85,000</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Subtotal</b>	<b>\$ 190,330</b>	<b>\$ 86,067</b>	<b>\$ 86,000</b>	<b>\$ 31,067</b>	<b>\$ 31,067</b>
91-31 Transfer to Capital Impv	15,000	15,000	15,000	15,000	15,000
<b>Department Total</b>	<b>\$ 205,330</b>	<b>\$ 101,067</b>	<b>\$ 101,000</b>	<b>\$ 46,067</b>	<b>\$ 46,067</b>





# Recreation Program Rev. Fund

---

FY 2020-2021 Proposed Budget

## PUBLIC ARTS FUND

---

### Revenue:

Program Activity Fees	\$ 401,650
Non Resident Registration Fees	186,200
Special Services Fees	10,950
Investment Income	3,616
Miscellaneous Income	18,200
Fund Balance (Increase) Decrease	<u>(11,582)</u>
 Total Revenues:	 <u>\$ 609,034</u>

### Appropriations:

Personnel	\$ 180,231
Operating Expenses	396,328
Capital Outlay	-
Non Operating	<u>32,475</u>
 Total Appropriations:	 <u>\$ 609,034</u>



## DETAIL REVENUES

Account Description	2018-19 Actual Revenue	2019-20 Amended Revenue	2019-20 Estimated Revenue	2020-21 Proposed Revenue	2020-21 Proposed Revenue
<b>Charges For Services</b>					
Program Activity Fees	339,962	339,000	220,000	401,650	401,650
Non-resdnt/Registr Fee	138,214	130,304	77,648	186,200	186,200
Special Event Service Fee	6,635	7,750	25,000	10,950	10,950
<b>Total Charges For Services</b>	<b>\$ 484,811</b>	<b>\$ 477,054</b>	<b>\$ 322,648</b>	<b>\$ 598,800</b>	<b>\$ 598,800</b>
<b>Investment Income</b>					
Interest Income	4,985	-	-	3,616	3,616
<b>Total Investment Income</b>	<b>\$ 4,985</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 3,616</b>	<b>\$ 3,616</b>
<b>Miscellaneous Income</b>					
Miscellaneous Income	28,789	13,100	20,000	18,200	18,200
<b>Total Miscellaneous Income</b>	<b>\$ 28,789</b>	<b>\$ 13,100</b>	<b>\$ 20,000</b>	<b>\$ 18,200</b>	<b>\$ 18,200</b>
<b>Sub Total</b>	<b>\$ 518,585</b>	<b>\$ 490,154</b>	<b>\$ 342,648</b>	<b>\$ 620,616</b>	<b>\$ 620,616</b>
Transfer To General	-	-	-	-	-
Fund Balance (Increase) Decrease	(104,561)	5,897	78,531	(3,616)	(11,582)
<b>Grand Total</b>	<b>\$ 414,024</b>	<b>\$ 496,051</b>	<b>\$ 421,179</b>	<b>\$ 617,000</b>	<b>\$ 609,034</b>

## SUMMARY OF EXPENDITURES

Account	2018/2019 Actual Expense	2019/2020 Amended Budget	2019/2020 Estimated Expenditures	2020/2021 Department Request	2020/2021 Proposed Budget
<b>Recreation Programs 172-2712-572</b>					
Department Summary					
Personnel Services	137,621	180,996	139,945	188,197	180,231
Operating Expenses	276,403	311,605	278,504	396,328	396,328
Capital Outlay	-	3,450	2,730	-	-
Nonoperating Expenses	-	-	-	32,475	32,475
<b>Total</b>	<b>\$ 414,024</b>	<b>\$ 496,051</b>	<b>\$ 421,179</b>	<b>\$ 617,000</b>	<b>\$ 609,034</b>
Estimated as % of Budget			84.9%		





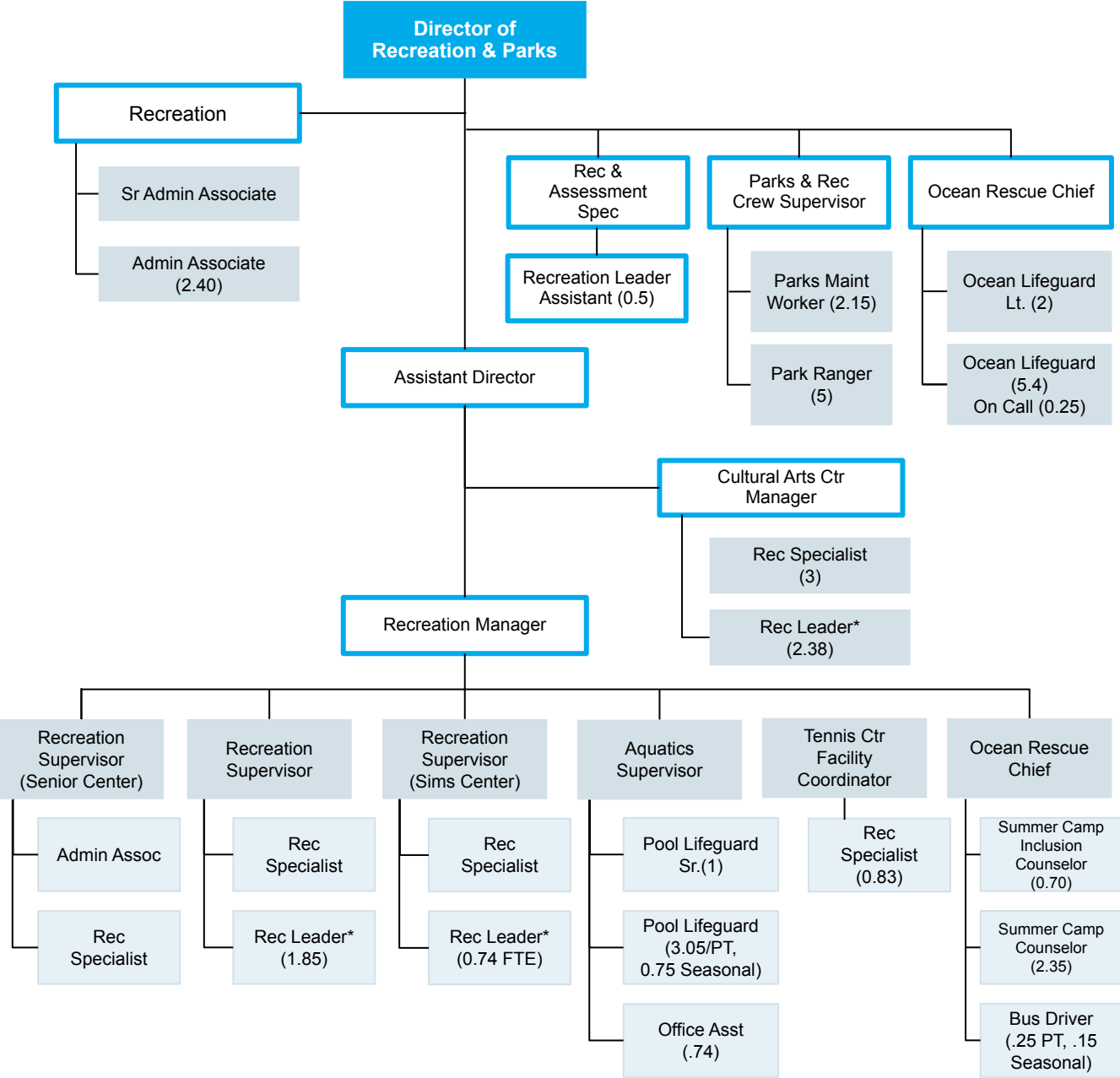
ORGANIZATIONAL CHART

DEPARTMENT: Recreation & Parks

FUND: 172

DIVISION: Recreation

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  
DIVISION: Recreation

FUND: 172  
DEPT. NO.: 2712

Position Title	Position Number	Pay Grade	2018-19 Actual	2019-20 Actual	2020-21 Inc/(Dec)	2020-21 Requested	2020-21 Proposed
<b>Part-Time and Seasonal Positions (FTE):</b>							
<b>Recreation Program Revenue Fund 2712</b>							
Summer Day Camp Counselor	61278	5	3.1	2.4	-	2.4	2.4
Bus Driver	54207	8	1.4	0.3	-	0.3	0.3
Seasonal Bus Driver		8	0.1	0.1	-	0.1	0.1
<b>Total Personnel:</b>			8.0	2.7	-	2.7	2.7





## DETAIL EXPENDITURES

Account		2018/2019 Actual Expense	2019/2020 Amended Budget	2019/2020 Estimated Expenditures	2020/2021 Department Request	2020/2021 Proposed Budget
Div 12 Recreation 172-2712-572						
Department Summary						
	Personnel Services	137,621	180,996	139,945	188,197	180,231
	Operating Expenses	276,403	311,605	278,504	396,328	396,328
	Capital Outlay	-	3,450	2,730	-	-
	Nonoperating Expenses	-	-	-	32,475	32,475
	<b>Total</b>	<b>\$ 414,024</b>	<b>\$ 496,051</b>	<b>\$ 421,179</b>	<b>\$ 617,000</b>	<b>\$ 609,034</b>
<b>Estimated As % of Budget</b>				<b>84.9%</b>		
12-10	Regular Salaries/Wages	127,765	168,134	130,000	174,823	174,823
14-10	Overtime	-	-	-	-	-
14-20	Reimbursable Wages	75	-	-	-	-
21-10	Employer Fica	9,781	12,862	9,945	13,374	5,408
25-10	Unemployment	-	-	-	-	-
<b>Sub-Total Personnel Services</b>		<b>\$ 137,621</b>	<b>\$ 180,996</b>	<b>\$ 139,945</b>	<b>\$ 188,197</b>	<b>\$ 180,231</b>
32-10	Audit Fee	1,067	1,067	1,067	1,067	1,067
34-60	Program Fees/instructors	143,978	128,519	137,000	204,425	204,425
41-12	Postage	2,355	4,000	3,500	4,000	4,000
47-10	Printing & Binding	18,390	30,550	25,000	31,900	31,900
48-05	Advertising	83	2,500	-	2,500	2,500
49-09	Self Insurance Chgs (W/C)	8,685	9,496	9,496	10,070	10,070
49-10	Warehouse Service Chg	1,176	1,123	1,123	1,141	1,141
49-14	Credit Card Fees	1,331	1,500	800	1,500	1,500
49-17	Other Contractual Svcs	72,707	77,850	75,000	87,550	87,550
52-01	Supplies	-	-	-	-	-
52-20	Opr Equipment <\$750	713	-	-	-	-
52-22	Uniforms	-	-	18	-	-
52-40	Program Fees/Supplies	25,718	50,000	25,000	47,450	47,450
54-30	Training	200	5,000	500	4,725	4,725
<b>Sub-Total Operating Expenses</b>		<b>\$ 276,403</b>	<b>\$ 311,605</b>	<b>\$ 278,504</b>	<b>\$ 396,328</b>	<b>\$ 396,328</b>
62-01	Building Improvements	-	-	-	-	-
64-02	General Equipment	-	3,450	2,730	-	-
64-03	Recreation Equipment	-	-	-	-	-
<b>Sub-Total Capital Outlay</b>		<b>\$ -</b>	<b>\$ 3,450</b>	<b>\$ 2,730</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Subtotal</b>		<b>\$ 414,024</b>	<b>\$ 496,051</b>	<b>\$ 421,179</b>	<b>\$ 584,525</b>	<b>\$ 576,559</b>
91-01	Transfer To General Fund	-	-	-	-	-
99-03	Rsv. For Future Approp.	-	-	-	32,475	32,475
<b>Department Total</b>		<b>\$ 414,024</b>	<b>\$ 496,051</b>	<b>\$ 421,179</b>	<b>\$ 617,000</b>	<b>\$ 609,034</b>





# Debt Service Funds

---

FY 2020-2021 Proposed Budget

---

**PUBLIC SERVICE TAX DEBT SERVICE FUND**

---

## Revenues:

Utility Taxes	\$ 9,895,000
Interest Income	20,836
Fund Balance (Increase) Decrease	<u>361,984</u>

Total Revenues:	<u><u>\$ 10,277,820</u></u>
-----------------	-----------------------------

## Appropriations:

Principal	\$ 2,130,000
Interest	287,820
Transfers	7,840,000
CPA and Fiscal Agent Fees	10,985
Non Operating	<u>9,015</u>

Total Appropriations:	<u><u>\$ 10,277,820</u></u>
-----------------------	-----------------------------



## DETAIL REVENUES

Account Description	2018-19 Actual Revenue	2019-20 Amended Revenue	2019-20 Estimated Revenue	2020-21 Proposed Revenue	2020-21 Proposed Revenue
<b>Public Service Taxes</b>					
Florida Power & Light	6,395,067	6,000,000	6,000,000	6,000,000	6,000,000
Misc Utility Taxes	42,534	50,000	50,000	50,000	50,000
Water & Sewer 10%	1,283,792	1,200,000	1,200,000	1,200,000	1,200,000
Florida Public Utilities	99,416	100,000	75,000	100,000	100,000
Amerigas	53,061	5,000	30,000	45,000	45,000
Communication Serv. Tax	2,552,477	2,500,000	2,000,000	2,500,000	2,500,000
<b>Total Public Service Tax</b>	<b>\$ 10,426,347</b>	<b>\$ 9,855,000</b>	<b>\$ 9,355,000</b>	<b>\$ 9,895,000</b>	<b>\$ 9,895,000</b>
<b>Investment Income</b>					
Interest Income	30,907	1,500	1,500	20,836	20,836
<b>Total Investment Income</b>	<b>\$ 30,907</b>	<b>\$ 1,500</b>	<b>\$ 1,500</b>	<b>\$ 20,836</b>	<b>\$ 20,836</b>
<b>Transfers In</b>					
General Fund	-	-	-	-	-
<b>Total Transfers In</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Subtotal</b>	<b>\$ 10,457,254</b>	<b>\$ 9,856,500</b>	<b>\$ 9,356,500</b>	<b>\$ 9,915,836</b>	<b>\$ 9,915,836</b>
Bond Proceeds	-	-	-	-	-
Fund Balance (Increase) Decrease	(274,794)	343,500	951,500	361,984	361,984
<b>Grand Total</b>	<b>\$ 10,182,460</b>	<b>\$ 10,200,000</b>	<b>\$ 10,308,000</b>	<b>\$ 10,277,820</b>	<b>\$ 10,277,820</b>

## DETAIL EXPENDITURES

Account	2018/2019 Actual Expense	2019/2020 Amended Budget	2019/2020 Estimated Expenditures	2020/2021 Department Request	2020/2021 Proposed Budget
<b>DIV 11 Public Service Tax Debt Service 207-3011-517</b>					
Department Summary					
Operating Expenses	2,135	8,985	2,000	8,985	8,985
Capital Outlay	10,180,325	10,191,015	10,306,000	10,268,835	10,268,835
Nonoperating Expenses	-	-	-	-	-
<b>TOTAL</b>	<b>\$ 10,182,460</b>	<b>\$ 10,200,000</b>	<b>\$ 10,308,000</b>	<b>\$ 10,277,820</b>	<b>\$ 10,277,820</b>
<b>Estimated as % of Budget</b>			<b>101.1%</b>		
31-90 Other Professional SRVS	-	6,850	-	6,850	6,850
32-10 Audit Fee	2,135	2,135	2,000	2,135	2,135
<b>Subtotal Operating Expenses</b>	<b>\$ 2,135.00</b>	<b>\$ 8,985.00</b>	<b>\$ 2,000.00</b>	<b>\$ 8,985.00</b>	<b>\$ 8,985.00</b>
71-01 Principal Payment	1,970,000	1,970,000	2,096,000	2,130,000	2,130,000
72-01 Debt Interest Expense	368,648	370,000	370,000	287,820	287,820
73-01 Fiscal Agents Fee	-	2,000	-	2,000	2,000
91-01 Transfer to General Fund	7,240,000	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	1,677	9,015	-	9,015	9,015
<b>Subtotal Non-Operating Expenses</b>	<b>\$ 10,180,325</b>	<b>\$ 10,191,015</b>	<b>\$ 10,306,000</b>	<b>\$ 10,268,835</b>	<b>\$ 10,268,835</b>
<b>Subtotal</b>	<b>\$ 10,182,460</b>	<b>\$ 10,200,000</b>	<b>\$ 10,308,000</b>	<b>\$ 10,277,820</b>	<b>\$ 10,277,820</b>
95-60 Transfer/VEH. SRV Fund	-	-	-	-	-
<b>Department Total</b>	<b>\$ 10,182,460</b>	<b>\$ 10,200,000</b>	<b>\$ 10,308,000</b>	<b>\$ 10,277,820</b>	<b>\$ 10,277,820</b>





# Cemetery Fund

---

FY 2020-2021 Proposed Budget



### Boyton Beach Memorial Park Fund

**Revenues:**

Sale of Lots/Crypts	\$ 66,000
Charges for Services	67,000
Investment Earnings	15,000
Miscellaneous Income	6,000
Fund Balance (Increase) Decrease	<u>139,396</u>

Total Revenues:	<u><u>\$ 293,396</u></u>
-----------------	--------------------------

**Appropriations:**

Personnel Services	\$ 139,903
Operating Expenses	102,698
Capital Outlay	3,000
Non-Operating	<u>47,795</u>

Total Appropriations:	<u><u>\$ 293,396</u></u>
-----------------------	--------------------------



## DETAIL REVENUES

Account Description	2018-19 Actual Revenue	2019-20 Amended Revenue	2019-20 Estimated Revenue	2020-21 Proposed Revenue	2020-21 Proposed Revenue
<b>Charges for Service</b>					
Opening/Closing	60,175	40,000	60,000	55,000	55,000
Cemetery/Equip RTL.	12,750	8,000	15,000	12,000	12,000
Cemetery-Sale of Lots	80,620	45,000	80,000	60,000	60,000
<b>Total Charges for Services</b>	<b>\$ 153,545</b>	<b>\$ 93,000</b>	<b>\$ 155,000</b>	<b>\$ 127,000</b>	<b>\$ 127,000</b>
<b>Investment Income</b>					
Interest Income	74,717	20,000	20,000	-	-
<b>Total Investment Income</b>	<b>\$ 74,717</b>	<b>\$ 20,000</b>	<b>\$ 20,000</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Miscellaneous Income</b>					
Miscellaneous Income	11,530	5,000	6,000	5,000	5,000
<b>Total Miscellaneous Income</b>	<b>\$ 11,530</b>	<b>\$ 5,000</b>	<b>\$ 6,000</b>	<b>\$ 5,000</b>	<b>\$ 5,000</b>
<b>Subtotal</b>	<b>\$ 239,792</b>	<b>\$ 118,000</b>	<b>\$ 181,000</b>	<b>\$ 132,000</b>	<b>\$ 132,000</b>
Fund Balance (Increase) Decrease	117,816	135,618	118,704	170,168	136,222
<b>Grand Total - Cemetery</b>	<b>\$ 357,608</b>	<b>\$ 253,618</b>	<b>\$ 299,704</b>	<b>\$ 302,168</b>	<b>\$ 268,222</b>

## DETAIL REVENUES

Account Description	2018-19 Actual Revenue	2019-20 Amended Revenue	2019-20 Estimated Revenue	2020-21 Proposed Revenue	2020-21 Proposed Revenue
<b>Charges for Service</b>					
Mausoleum/Sale of Crypts	500	12,000	-	6,000	6,000
<b>Total Charges for Services</b>	<b>\$ 500</b>	<b>\$ 12,000</b>	<b>\$ -</b>	<b>\$ 6,000</b>	<b>\$ 6,000</b>
<b>Investment Income</b>					
Interest Income	70,104	15,000	15,000	15,000	15,000
<b>Total Investment Income</b>	<b>\$ 70,104</b>	<b>\$ 15,000</b>	<b>\$ 15,000</b>	<b>\$ 15,000</b>	<b>\$ 15,000</b>
<b>Miscellaneous Income</b>					
Miscellaneous Income	948	2,500	-	1,000	1,000
<b>Total Miscellaneous Income</b>	<b>\$ 948</b>	<b>\$ 2,500</b>	<b>\$ -</b>	<b>\$ 1,000</b>	<b>\$ 1,000</b>
<b>Subtotal</b>	<b>\$ 71,552</b>	<b>\$ 29,500</b>	<b>\$ 15,000</b>	<b>\$ 22,000</b>	<b>\$ 22,000</b>
Fund Balance (Increase) Decrease	(49,645)	(5,726)	-	3,714	3,174
<b>Grand Total - Mausoleum</b>	<b>\$ 21,907</b>	<b>\$ 23,774</b>	<b>\$ 15,000</b>	<b>\$ 25,714</b>	<b>\$ 25,174</b>

## SUMMARY OF EXPENDITURES

Account	2018/2019 Actual Expense	2019/2020 Current Budget	2019/2020 Estimated Expenditures	2020/2021 Department Request	2020/2021 Proposed Budget
<b>Cemetery Fund 631-3110-539</b>					
Department Summary					
Personnel Services	234,453	144,486	180,050	137,849	139,903
Operating Expenses	80,594	65,575	74,108	79,524	79,524
Capital Outlay	-	-	-	39,000	3,000
Non-operating Expenses	42,561	43,557	45,546	45,795	45,795
<b>Total</b>	<b>\$ 357,608</b>	<b>\$ 253,618</b>	<b>\$ 299,704</b>	<b>\$ 302,168</b>	<b>\$ 268,222</b>
<b>Estimated as % of Budget</b>			<b>118.17%</b>		



## SUMMARY OF EXPENDITURES

## Cemetery Fund: Mausoleum 632-3110-539

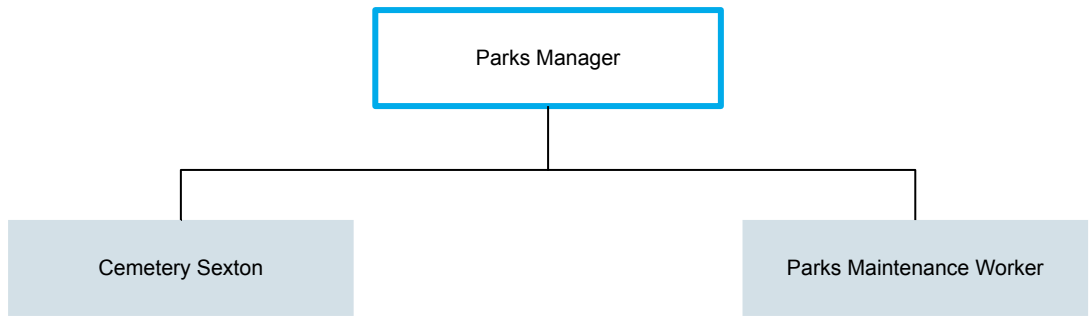
Department Summary					
Personnel Services	-	-	-	-	-
Operating Expenses	17,037	21,774	16,850	23,174	23,174
Capital Outlay	-	-	-	-	-
Nonoperating Expenses	4,870	2,000	1,200	2,000	2,000
<b>Total</b>	<b>\$ 21,907</b>	<b>\$ 23,774</b>	<b>\$ 18,050</b>	<b>\$ 25,174</b>	<b>\$ 25,174</b>
<b>Estimated as % of Budget</b>			<b>75.9%</b>		





ORGANIZATIONAL CHART

DEPARTMENT: PUBLIC WORKS	FUND: 631&632
DIVISION: CEMETERY / MAUSOLEUM	DEPT. NO.: 3110



DEPARTMENT: PUBLIC WORKS  
DIVISION: CEMETERY / MAUSOLEUM

FUND: 631&632  
DEPT. NO.: 3110

Position Title	Position Number	Pay Grade	2018-19 Actual	2019-20 Actual	2020-21 Inc/(Dec)	2020-21 Requested	2020-21 Proposed
<b>Full-Time Positions:</b>							
Cemetery Sexton	82271	10	1.0	1.0	-	1.0	1.0
Parks Maintenance Worker, Senior	82311	7	1.0	1.0	-	1.0	1.0
			2.0	2.0	-	2.0	2.0
<b>Part-Time Positions:</b>							
Parks Maint. Wkr - (.50 FTE***)	82301	6	-	-	-	-	-
<b>Total Personnel:</b>			2.0	2.0	-	2.0	2.0

\*\* Positions allocated & funded Parks & Grounds and Cemetery



## DETAIL EXPENDITURES

Account		2018/2019 Actual Expense	2019/2020 Amended Budget	2019/2020 Estimated Expenditures	2020/2021 Department Request	2020/2021 Proposed Budget
<b>DIV 10 Cemetery 631-3110-539</b>						
Department Summary						
	Personnel Services	234,453	144,486	180,050	137,849	139,903
	Operating Expenses	80,594	65,575	74,108	79,524	79,524
	Capital Outlay	-	-	-	39,000	3,000
	Non-Operating Expenses	42,561	43,557	45,546	45,795	45,795
	<b>Total</b>	<b>\$ 357,608</b>	<b>\$ 253,618</b>	<b>\$ 299,704</b>	<b>\$ 302,168</b>	<b>\$ 268,222</b>
	<b>Estimated as % of Budget</b>			<b>118.17%</b>		
12-10	Regular Salaries/Wages	164,219	91,224	125,000	83,262	83,262
14-10	Overtime	3,677	3,934	3,200	4,000	4,000
15-13	Shoe Allowance	295	296	148	296	296
21-10	Employer Fica	11,841	7,024	9,200	6,403	6,393
22-10	General Employees Pension	26,830	25,389	25,388	25,801	25,801
23-10	Life Insurance	-	25	-	25	25
23-20	Disability Insurance	-	359	-	327	327
23-30	Health Insurance	24,056	15,294	14,500	15,294	16,824
23-32	Cigna HSA	-	-	-	-	-
23-34	HSA	2,125	-	1,625	1,500	2,000
23-40	Dental Insurance	1,259	839	880	839	873
23-50	Vision Insurance	151	102	109	102	102
	<b>Subtotal Personnel Services</b>	<b>\$ 234,453</b>	<b>\$ 144,486</b>	<b>\$ 180,050</b>	<b>\$ 137,849</b>	<b>\$ 139,903</b>
32-10	Audit Fees	2,134	2,135	2,135	2,135	2,135
41-15	Cellular Phone/Beeper	460	600	600	600	600
43-10	Electric Service	34,307	20,000	30,204	20,000	20,000
43-20	Water/Sewer Service	1,957	1,000	6,304	1,000	1,000
46-10	Building Repairs	-	150	-	150	150
46-30	Vehicle Maint. - Garage	23,969	9,875	13,000	15,367	15,367
46-45	Irrigation Maintenance	-	500	500	500	500
46-91	Software Maintenance	-	-	-	6,194	6,194
49-09	Self Insurance CHGS (W/C)	4,535	4,950	4,950	5,263	5,263
49-10	Warehouse Service CHG	469	280	280	230	230
49-17	Other Contractual SRVS	450	18,699	10,000	19,200	19,200
49-41	Licenses, Fees & Permits	-	36	35	35	35
52-20	Opr. Equipment <\$750	400	500	500	500	500
52-21	Chemicals	641	600	600	600	600
52-22	Uniforms	-	500	500	500	500
52-23	Safety Clothing/Equip.	-	250	250	250	250
52-26	Gardening Supplies	2,496	3,500	3,500	5,000	5,000
52-27	Hardware/Tools	-	500	500	500	500
52-75	Equip Parts/Supplies	8,776	1,500	250	1,500	1,500
	<b>Subtotal Operating Expenses</b>	<b>\$ 80,594</b>	<b>\$ 65,575</b>	<b>\$ 74,108</b>	<b>\$ 79,524</b>	<b>\$ 79,524</b>
64-02	General Equipment	-	-	-	39,000	3,000
	<b>Subtotal Capital Outlay</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 39,000</b>	<b>\$ 3,000</b>
	<b>Subtotal</b>	<b>\$ 315,047</b>	<b>\$ 210,061</b>	<b>\$ 254,158</b>	<b>\$ 256,373</b>	<b>\$ 222,427</b>
91-01	Transfer to General Fund	27,000	27,000	27,000	27,000	27,000
91-30	Transfer/VEH. SRV. Fund	14,690	16,557	16,557	18,795	18,795
95-60	Uncollectible Expense	(3,629)	-	-	-	-
99-05	Refund on Cemetery Lots	4,500	-	1,989	-	-
	<b>Department Total</b>	<b>\$ 357,608</b>	<b>\$ 253,618</b>	<b>\$ 299,704</b>	<b>\$ 302,168</b>	<b>\$ 268,222</b>



## DETAIL EXPENDITURES

Account		2018/2019 Actual Expense	2019/2020 Amended Budget	2019/2020 Estimated Expenditures	2020/2021 Department Request	2020/2021 Proposed Budget
<b>DIV 10 Mausoleum 632-3110-539</b>						
Department Summary						
	Operating Expenses	17,037	21,774	16,850	23,174	23,174
	Capital Outlay	-	-	-	-	-
	Non-operating Expenses	4,870	2,000	1,200	2,000	2,000
	<b>Total</b>	<b>\$ 21,907</b>	<b>\$ 23,774</b>	<b>\$ 18,050</b>	<b>\$ 25,174</b>	<b>\$ 25,174</b>
	<b>Estimated as % of Budget</b>			<b>75.9%</b>		
43-10	Electric Service	2,882	2,500	1,350	2,500	2,500
43-20	Water/Sewer Service	7,694	5,000	7,200	5,000	5,000
49-17	Other Contractual SRVS	6,461	12,624	6,650	12,624	12,624
52-01	Supplies	-	1,250	1,250	1,250	1,250
52-75	Equipment part/supplies	-	400	400	1,800	1,800
	<b>Subtotal Operating Expenses</b>	<b>\$ 17,037</b>	<b>\$ 21,774</b>	<b>\$ 16,850</b>	<b>\$ 23,174</b>	<b>\$ 23,174</b>
64-20	Communication Equip	-	-	-	-	-
	<b>Subtotal Capital Outlay</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
	<b>Subtotal</b>	<b>\$ 17,037</b>	<b>\$ 21,774</b>	<b>\$ 16,850</b>	<b>\$ 23,174</b>	<b>\$ 23,174</b>
99-06	Refund - Sale of Crypts	4,870	2,000	1,200	2,000	2,000
	<b>Department Total</b>	<b>\$ 21,907</b>	<b>\$ 23,774</b>	<b>\$ 18,050</b>	<b>\$ 25,174</b>	<b>\$ 25,174</b>





# Capital Improvements

---

FY 2020-2021 Proposed Budget

**CITY OF BOYNTON BEACH  
CAPITAL IMPROVEMENT PLAN  
FUND 302 PROPOSED CIP BUDGET  
FY 2020-21 to FY 2024-25 CAPITAL IMPROVEMENT PROGRAM**

PROJECT NAME	FY2020/21 Proposed Budget	FY2021/22 Plan	FY2022/23 Plan	FY2023/24 Plan	FY2024/25 Plan
Audit Fee	3,202	3,202	3,250	3,250	3,250
General Government - Misc Repairs	30,000		40,000		50,000
<b>TOTAL GENERAL GOVERNMENT PROJECTS</b>	<b>\$ 33,202</b>	<b>\$ 3,202</b>	<b>\$ 43,250</b>	<b>\$ 3,250</b>	<b>\$ 53,250</b>
Miscellaneous Small Parks Projects	10,000		10,000		
Oyer Park - Boat Ramp	600,000	650,000			
Oyer Park - Restroom Refurbishment		8,000			
<b>TOTAL RECREATION AND PARKS PROJECTS</b>	<b>\$ 610,000</b>	<b>\$ 658,000</b>	<b>\$ 10,000</b>	<b>\$ -</b>	<b>\$ -</b>
Citywide Public Safety Radio System	371,625	371,625	371,625	371,625	371,625
Rolling Green Site Improvement	50,000	150,000			
<b>TOTAL PUBLIC SAFETY PROJECTS</b>	<b>\$ 421,625</b>	<b>\$ 521,625</b>	<b>\$ 371,625</b>	<b>\$ 371,625</b>	<b>\$ 371,625</b>
Police CAD Records Management System - Software	156,700	156,700	156,700		
<b>TOTAL INFORMATION TECHNOLOGY PROJECTS</b>	<b>\$ 156,700</b>	<b>\$ 156,700</b>	<b>\$ 156,700</b>	<b>\$ -</b>	<b>\$ -</b>
South East 1st Street Improvement & Design	250,000		500,000	1,900,000	
Boynton Beach Blvd Extension & Mangrove Park Improv	500,000				
South East 36st Avenue (Gulfstream Blvd)	500,000	1,200,000	800,000		
Sidewalks - Replacement					200,000
Street Maintenance/Impv.					300,000
Bridge Repair - Maintenance & Improvements					150,000
<b>TOTAL TRANSPORTATION/ROADWAY PROJECTS</b>	<b>\$ 1,250,000</b>	<b>\$ 1,200,000</b>	<b>\$ 1,300,000</b>	<b>\$ 1,900,000</b>	<b>\$ 650,000</b>
Golf Course - Family Course Greens Replacement	75,000				
Golf Course - Security Camera System	75,000				
Golf Course - Parking Repavement	225,000				
<b>TOTAL GOLF COURSE PROJECTS</b>	<b>\$ 375,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>CIP GRAND TOTAL</b>	<b>\$ 2,846,527</b>	<b>\$ 2,539,527</b>	<b>\$ 1,881,575</b>	<b>\$ 2,274,875</b>	<b>\$ 1,074,875</b>

FUNDING SOURCES	FY2020/21 Proposed Budget	FY2021/22 Plan	FY2022/23 Plan	FY2023/24 Plan	FY2024/25 Plan
<b>Fund Balance Reserves (FB - 302)</b>	<b>\$ 850,000</b>	<b>\$ 154,223</b>	<b>\$ 117,196</b>	<b>\$ 36,471</b>	<b>\$ 32,496</b>
Debt/Loan					
CRA Reimbursement - SE 1st Street Improvement	500,000				
Grants	600,000	650,000			
Fund Transfers from					
General Fund (001)		800,000	750,000	850,000	500,000
Traffic Fund (103)					
Local Option Gas Tax (LOGT - 104)	450,000	450,000	450,000	450,000	450,000
Parks & Recreation Trust (PIF - 141)					
Recreation Program Revenue (RPR - 172)					
Public Service Debt (PST - 207)	600,000	600,000	600,000	570,000	570,000
Utility (UF - 401)				400,000	
Misc. Trust Fund (691)					
Misc. Income & Interest	750	2,500	850	900	500
<b>Total Revenues</b>	<b>2,150,750</b>	<b>2,502,500</b>	<b>1,800,850</b>	<b>2,270,900</b>	<b>1,520,500</b>
<b>Total Revenues + Fund Balance</b>	<b>\$ 3,000,750</b>	<b>\$ 2,656,723</b>	<b>\$ 1,918,046</b>	<b>\$ 2,307,371</b>	<b>\$ 1,552,996</b>
<b>Estimated Expenditures + Encumbrances</b>	<b>\$ (2,843,325)</b>	<b>\$ (2,536,325)</b>	<b>\$ (1,878,325)</b>	<b>\$ (2,271,625)</b>	<b>\$ (1,071,625)</b>
Audit Fee	\$ (3,202)	\$ (3,202)	\$ (3,250)	\$ (3,250)	\$ (3,250)
<b>Ending Fund Balance</b>	<b>\$ 154,223</b>	<b>\$ 117,196</b>	<b>\$ 36,471</b>	<b>\$ 32,496</b>	<b>\$ 478,121</b>



**CITY OF BOYNTON BEACH**  
**CAPITAL IMPROVEMENT PLAN**  
**FUND 303 PROPOSED CIP BUDGET - FUNDED BY SALES SURTAX**  
**FY 2020-21 to FY 2024-25 CAPITAL IMPROVEMENT PROGRAM**

PROJECT NAME	FY 2020/21 Proposed	FY 2021/22 Plan	FY 2022/23 Plan	FY 2023/24 Plan	FY 2024/25 Plan
Boynton Beach Blvd Extension Projects	716,000	40,000	-	10,000	-
Child Care Center Projects	-	-	203,381	-	-
Children's Museum Projects	-	85,000	-	-	100,000
Citywide Recreation and Parks Entry Signs	50,000	25,000	-	-	-
Head Start Center Projects	-	-	-	15,000	-
General Government Projects	165,000	30,000	50,000	30,000	30,000
Public Works Compound Projects	-	50,000	5,000	810,000	1,700,000
General Government Security Upgrade Projects	125,000	-	75,000	-	-
<b>TOTAL GENERAL GOVERNMENT PROJECTS</b>	<b>\$ 1,056,000</b>	<b>\$ 230,000</b>	<b>\$ 333,381</b>	<b>\$ 865,000</b>	<b>\$ 1,830,000</b>
1913 Museum HVAC Replacement	-	-	-	-	-
Boat Club (Clubhouse) BU-1 HVAC Replacement	-	-	-	-	6,750
Congress Ave. (Tennis Center) HVAC Replacement	-	-	3,375	-	-
Ezell Hester HVAC Replacement	-	20,250	1,350	6,750	-
Fire Station # 2 HVAC Replacement	-	44,550	-	-	-
Fire Station # 3 HVAC Replacement	-	-	54,000	-	-
Fire Station # 5 HVAC Replacement	-	-	-	230,850	-
Library MSCU-6 HVAC Replacement	-	-	-	-	-
Public Works HVAC Replacement	10,125	10,125	-	9,450	3,375
Senior Center HVAC Replacement	-	-	-	-	6,750
Wilson Center (Carolyn Sims) HVAC Replacement	-	-	108,000	-	-
<b>TOTAL GENERAL GOVERNMENT HVAC PROJECTS</b>	<b>\$ 10,125</b>	<b>\$ 74,925</b>	<b>\$ 166,725</b>	<b>\$ 247,050</b>	<b>\$ 16,875</b>
Fire Station 3 - Re-roof Main Building	-	100,000	-	-	-
Fire Station 5 - Re-roof Main Building	-	-	-	50,000	-
Palmetto Greens Park - Paint Roof of Bathroom Bldg & Pavilion	-	-	8,500	-	-
Pence Park - Paint Roof of Bathroom Bldg	-	-	-	-	7,500
Pete's Pond Repaint Gazebo Roof and Structure	-	-	50,000	-	-
Public Works - Re-roof Buildings (Admin, Warehouse, Fleet)	235,000	-	-	-	-
Senior Center - Re-roof of Main Building	-	-	-	-	-
<b>TOTAL GENERAL GOVERNMENT ROOFING PROJECTS</b>	<b>\$ 235,000</b>	<b>\$ 100,000</b>	<b>\$ 58,500</b>	<b>\$ 50,000</b>	<b>\$ 7,500</b>



**CITY OF BOYNTON BEACH  
CAPITAL IMPROVEMENT PLAN  
FUND 303 PROPOSED CIP BUDGET - FUNDED BY SALES SURTAX**

**FY 2020-21 to FY 2024-25 CAPITAL IMPROVEMENT PROGRAM**

PROJECT NAME	FY 2020/21 Proposed	FY 2021/22 Plan	FY 2022/23 Plan	FY 2023/24 Plan	FY 2024/25 Plan
Barton Park Projects	-	-	26,000	-	-
Betty Thomas Neighborhood Park Projects	15,000	18,200	-	50,000	2,500
Boynton Lakes Park Projects	-	-	-	160,000	-
Carolyn Sims Center Projects	35,000	53,000	-	118,000	-
Congress Ave Barrier Free Park Projects	290,000	22,000	-	29,000	75,000
Denson Pool Projects	-	-	-	20,000	100,000
Edward Harmening Arbor Park Projects	-	-	15,000	-	-
Forest Hill Park Projects	-	-	179,000	-	35,000
Hester Center Projects	1,550,000	1,566,000	403,000	150,000	40,000
Hibiscus Park Projects	-	-	-	-	-
Intracoastal Park Projects	90,000	60,000	105,000	-	215,000
Jaycee Park Projects	20,000	-	6,000	160,000	60,000
Kiwanis Sierra Park Projects	-	-	-	-	-
Knollwood Park Projects	-	-	5,000	-	33,500
Laurel Hills Park Projects	-	2,000	-	-	60,000
Little League Projects	175,000	349,000	-	-	-
Memorial Park (Cemetery) Projects	-	-	-	200,000	-
Mangrove Park Projects	509,438	-	-	-	-
Meadows Park Projects	-	-	7,000	933,000	72,000
Oceanfront Park Projects	110,000	20,000	35,000	90,000	-
Oyer Park Projects	223,000	235,000	95,000	50,000	-
Palmetto Greens Linear Park Projects	-	-	8,000	-	7,000
Pence Park Projects	125,000	1,500,000	1,000,000	110,000	20,000
Pioneer Canal Park Projects	93,000	110,000	75,000	-	40,000
Sara Sims Park Projects	8,000	-	-	-	20,000
Senior Center Projects	-	60,000	-	-	200,000
Tennis Center Projects	115,000	102,000	80,000	-	139,000
Veterans Park Projects	-	-	-	-	-
<b>TOTAL RECREATION AND PARKS PROJECTS</b>	<b>\$ 3,358,438</b>	<b>\$ 4,097,200</b>	<b>\$ 2,039,000</b>	<b>\$ 2,070,000</b>	<b>\$ 1,119,000</b>





**CITY OF BOYNTON BEACH  
CAPITAL IMPROVEMENT PLAN  
FUND 303 PROPOSED CIP BUDGET - FUNDED BY SALES SURTAX  
FY 2020-21 to FY 2024-25 CAPITAL IMPROVEMENT PROGRAM**

PROJECT NAME	FY 2020/21 Proposed	FY 2021/22 Plan	FY 2022/23 Plan	FY 2023/24 Plan	FY 2024/25 Plan
Police Projects	980,093	200,000	50,000	50,000	-
Fire & Rescue Projects	300,500	236,893	410,000	-	61,000
<b>TOTAL PUBLIC SAFETY PROJECTS</b>	<b>\$ 1,280,593</b>	<b>\$ 436,893</b>	<b>\$ 460,000</b>	<b>\$ 50,000</b>	<b>\$ 61,000</b>
PC Replacement & Laptop	65,000	65,000	65,000	65,000	65,000
Information Technology Projects	145,000	430,000	30,000	200,000	860,000
<b>TOTAL INFORMATION TECHNOLOGY PROJECTS</b>	<b>\$ 210,000</b>	<b>\$ 495,000</b>	<b>\$ 95,000</b>	<b>\$ 265,000</b>	<b>\$ 925,000</b>
Sidewalks Projects	380,000	250,000	250,000	250,000	250,000
Street Projects	2,700,000	200,000	200,000	720,000	250,000
Bridge Repair - Maintenance & Improvements	50,000	50,000	100,000	-	300,000
FEC Crossing Upgrade	100,000	80,000	80,000	80,000	80,000
<b>TOTAL TRANSPORTATION/ROADWAY PROJECTS</b>	<b>\$ 3,230,000</b>	<b>\$ 580,000</b>	<b>\$ 630,000</b>	<b>\$ 1,050,000</b>	<b>\$ 880,000</b>
<b>GRAND TOTAL</b>	<b>\$ 9,380,156</b>	<b>\$ 6,014,018</b>	<b>\$ 3,782,606</b>	<b>\$ 4,597,050</b>	<b>\$ 4,839,375</b>



CITY OF BOYNTON BEACH  
CAPITAL IMPROVEMENT PLAN  
FUND 303 PROPOSED CIP BUDGET - FUNDED BY SALES SURTAX  
FUND BALANCE ANALYSIS - FUND 303

FUNDING SOURCES	FY 2020/21 Proposed	FY 2021/22 Plan	FY 2022/23 Plan	FY 2023/24 Plan	FY 2024/25 Plan
Fund Balance Reserves (FB - 303)	\$ 7,000,000	\$ 2,025,601	\$ 383,558	\$ 944,128	\$ 677,794
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. Income & Interest	23,757	(10,025)	(38,824)	(51,283)	(75,218)
<b>Total Revenues</b>	<b>4,405,757</b>	<b>4,371,975</b>	<b>4,343,176</b>	<b>4,330,717</b>	<b>4,306,782</b>
<b>Total Revenues + Fund Balance</b>	<b>\$ 11,405,757</b>	<b>\$ 6,397,576</b>	<b>\$ 4,726,734</b>	<b>\$ 5,274,844</b>	<b>\$ 4,984,577</b>
<b>Total Expenditures</b>	<b>\$ (9,380,156)</b>	<b>\$ (6,014,018)</b>	<b>\$ (3,782,606)</b>	<b>\$ (4,597,050)</b>	<b>\$ (4,839,375)</b>
Total Encumbrance					
<b>Ending Fund Balance</b>	<b>\$ 2,025,601</b>	<b>\$ 383,558</b>	<b>\$ 944,128</b>	<b>\$ 677,794</b>	<b>\$ 145,202</b>



**CITY OF BOYNTON BEACH  
UTILITY CAPITAL IMPROVEMENT PLAN  
CIP SUMMARY REPORT**

Proposed Account			Project Name	2020/2021	2021/2022	2022/2023	2023/2024	2024/2025
Fund	Exp Acct	Obj Code		Proposed Budget	Plan	Plan	Plan	Plan
			Nighborhood Utility Improvements					
403	533	65.02	Chapel Hill/Mission Hill/Lake Eden					
403	533	65.02	Dimmick & Potter projects	1,300,000				
403	533/538	65.02	Seacrest Corridor projects				3,500,000	-
Nighborhood Utility Improvements - 403 TOTAL			\$ 1,300,000	\$ -	\$ -	\$ 3,500,000	\$ -	
Water Distribution Imp			Water Distribution Improvements					
403	533	65.02	Model Block Project					
403	533	65.02	Water Main Valves R & R	20,000	40,000	80,000	180,000	180,000
403	533	65.02	Sand Castle Water Distribution Improvements					
403	533	65.02	Water Meter Flex Net meter reading improvements	25,000	25,000	-	-	-
403	533/538	65.02	Palmer Road	-	-	-	-	-
403	533	65.02	Seacrest Drive South of E-WTP from J28 to SE 23rd	600,000	600,000	600,000	3,200,000	3,200,000
403	533	65.02	East of E-WTP, between railroad and Federal Highway, and between Woolbright Road and SE 20th Ave.	160,000	50,000	50,000	50,000	50,000
403	533	65.02	Old Boynton Area	-	-	120,000	880,000	-
Water Distribution Improvements - 403 TOTAL			\$ 805,000	\$ 715,000	\$ 850,000	\$ 4,310,000	\$ 3,430,000	
			Water Supply and Plant Improvements					
403	533	65.02	Wellfield Improvements	400,000	900,000	1,600,000	415,000	415,000
403	533	65.02	East WTP R&R	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000
403	533	65.02	West WTP R&R	1,491,613	800,000	800,000	800,000	800,000
403	533	65.02	Replace Pumps and Speed Drives, Sludge Pumps, transmitters, etc.	-	-	-	-	-
403	533	65.02	Water Plant Repairs	-	-	-	-	-
403	533	65.02	Storage Tank Valve Replacement	-	-	-	-	-
403	533	65.02	West Plant Expansion & Rehabilitation	3,700,000	7,200,000	4,500,000	200,000	200,000
403	533	65.02	East Plant Expansion & Rehabilitation	400,000	75,000	75,000	2,575,000	75,000
403	533	65.02	Water Plant Repairs - Chemical Containment Rehab	-	-	-	-	-
403	533	65.02	Admin building repairs, carpeting, A/C, roofing, flooring	-	-	-	-	-
403	533	65.02	Water Plant Security	60,000	30,000	30,000	30,000	30,000
			Plant Improvements	7,051,613	10,005,000	8,005,000	5,020,000	2,520,000
403	533	65.02	New Lab Building and Equipment	450,000	50,000	50,000	50,000	50,000
404	533	65.01	Town Square	-	-	-	-	-
404	533	65.01	District Energy Plant	-	-	-	-	-
404	533	65.01	Hypoluxo	-	-	-	-	-
404	533	65.01	Transmission Main - NE 1st					
404	533	65.01	Remote Storage and Pumping Facility (NE Quadrant), EXPANSION	-	-	800,000	180,000	3,000,000
Water Supply and Plant Improvements - 403 TOTAL			\$ 7,501,613	\$ 10,055,000	\$ 8,055,000	\$ 5,070,000	\$ 2,570,000	
Water Supply and Plant Improvements - 404 TOTAL			\$ -	\$ -	\$ 800,000	\$ 180,000	\$ 3,000,000	
			Wastewater Collection System Improvements					
403	535	65.04	Master Lift Stations R & R - Pumps/Valves	2,310,000	1,810,000	2,010,000	2,010,000	610,000
403	535	65.04	Manhole R & R	-	-	-	-	-
403	535	63.12	Sewer Meter Replacements R&R	15,000	15,000	15,000	15,000	15,000
403	535	65.04	Pressure and Gravity Sewer R & R					
403	535	65.04	Generators	300,000	300,000	300,000	300,000	300,000
403	535	65.04	Beach Plant Replacement	-	-	-	-	-
403	535	65.04	Lift Station Communications	400,000	200,000	75,000	40,000	40,000
403	535	65.04	Odor Control	25,000	25,000	25,000	25,000	25,000
403	535	65.04	FM from MLS 319 to MLS 317 (LS 719 to Boynton	-	1,300,000	100,000	-	-
403	535	65.04	Old Boynton Rd to Congress Ave to W Boynton Beach	-	-	1,150,000	-	-
403	535	65.04	Sewer System Pipes Annual R&R (Gravity)	100,000	500,000	1,000,000	2,150,000	2,150,000
403	535	65.04	Ocean Ridge Wastewater Expansion to LS104	-	-	-	-	-
404	535	65.03	Pine Tree	-	250,000	-	-	-
404	535	65.03	Plant Influent pipeline					
404	535	65.03	Silverwood Estates (Force Main)	1,400,000	-	-	-	-
404	535	65.03	Taco Bell Lift Station					
Wastewater Collection System Improvements - 403 TOTAL			\$ 3,150,000	\$ 4,150,000	\$ 4,675,000	\$ 4,540,000	\$ 3,140,000	
Wastewater Collection System Improvements - 404 TOTAL			\$ 1,400,000	\$ 250,000	\$ -	\$ -	\$ -	



**CITY OF BOYNTON BEACH  
UTILITY CAPITAL IMPROVEMENT PLAN  
CIP SUMMARY REPORT**

Proposed Account			Project Name	2020/2021	2020/2021	2021/2022	2022/2023	2024/2025
Fund	Exp Acct	Obj Code		Proposed Budget	Plan	Plan	Plan	Plan
<b>Storm Water Improvements</b>			<b>Storm Water Improvements</b>					
403	538	65.09	Stormwater Systems (Various Locations) R & R	100,000	110,000	120,000	250,000	250,000
403	538	65.09	Raingardens & Bioswale					
403	538	65.09	East Heart of Boynton stormwater study (NE 3rd Street) Stormwater Improvements	500,000	-	-	-	-
<b>Storm Water Improvements - 403 TOTAL</b>				<b>\$ 600,000</b>	<b>\$ 110,000</b>	<b>\$ 120,000</b>	<b>\$ 250,000</b>	<b>\$ 250,000</b>
<b>Reuse Distribution Improvements</b>			<b>Reuse Distribution Improvements</b>					
403	590	96.11	Golf Course Reuse Metering					
404	536	65.11	REUSE Distribution System - 8 MGD Program	2,000,000	2,000,000	2,000,000	-	-
404	536	65.11	REUSE Distribution System - 8 MGD Program	-	-	-	-	-
<b>Reuse Distribution Improvements - 403 TOTAL</b>				<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Reuse Distribution Improvements - 404 TOTAL</b>				<b>\$ 2,000,000</b>	<b>\$ 2,000,000</b>	<b>\$ 2,000,000</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Studies/Analyses/Misc.</b>			<b>Studies/Analyses/Misc.</b>					
403	535	31.90	Water Distribution System Hydraulic Analysis/Master Plan	-	-	-	-	-
403	536	31.90	Capital Projects System	470,000	70,000	100,000	-	-
403	536	63.15	ITS Hardware Updates	100,000	50,000	50,000	100,000	100,000
403	535	31.90	SEWER Master Plan and Updates					
403	536	31.90	GIS Project (Water, Sewer) + Storage Area Network	100,000	100,000	100,000	200,000	200,000
404	533	65.01	Utility Acquisition	500,000	500,000	-	-	-
<b>Studies/Analyses/Misc. 403 - TOTAL</b>				<b>\$ 670,000</b>	<b>\$ 220,000</b>	<b>\$ 250,000</b>	<b>\$ 300,000</b>	<b>\$ 300,000</b>
<b>Studies/Analyses/Misc. 404 - TOTAL</b>				<b>\$ 500,000</b>	<b>\$ 500,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Regional Plant</b>			<b>Regional Plant</b>					
403	580	65.06	Bio-solid Pelletization Program	-	-	-	-	-
<b>Regional Plant - TOTAL</b>			<b>Regional Plant - TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Grand Total Utilities CIP - 403 Fund</b>			<b>Grand Total Utilities CIP - 403 Fund</b>	<b>\$ 14,026,613</b>	<b>\$ 15,250,000</b>	<b>\$ 13,950,000</b>	<b>\$ 17,970,000</b>	<b>\$ 9,690,000</b>
<b>Grand Total Utilities CIP - 404 Fund</b>			<b>Grand Total Utilities CIP - 404 Fund</b>	<b>\$ 3,900,000</b>	<b>\$ 2,750,000</b>	<b>\$ 2,800,000</b>	<b>\$ 180,000</b>	<b>\$ 3,000,000</b>
<b>Combined Total Utilities CIP</b>			<b>Combined Total Utilities CIP</b>	<b>\$ 17,926,613</b>	<b>\$ 18,000,000</b>	<b>\$ 16,750,000</b>	<b>\$ 18,150,000</b>	<b>\$ 12,690,000</b>

<b>Funding Sources</b>					
403 R&R Transfer	\$ 8,000,000	\$ 9,800,000	\$ 11,000,000	\$ 11,245,000	\$ 8,985,000
403 Fund Balance	\$ 5,911,071	\$ -	\$ -	\$ -	\$ -
404 Fund Balance	\$ 1,888,000	\$ 750,000	\$ -	\$ -	\$ -
403 Fund Interest	\$ 115,542	\$ 100,000	\$ 90,000	\$ 85,000	\$ 60,000
404 Fund Interest	\$ 12,000	\$ 10,000	\$ 8,000	\$ 6,000	\$ 5,000
404 Cap Fees	\$ 2,000,000	\$ 1,990,000	\$ 2,792,000	\$ 174,000	\$ 1,995,000
Future Bond Issue	\$ -	\$ 5,350,000	\$ 2,860,000	\$ 6,640,000	\$ 1,645,000
2016 Bond Issue - 403	\$ -	\$ -	\$ -	\$ -	\$ -
2016 Bond Issue - 404	\$ -	\$ -	\$ -	\$ -	\$ -
2018 Bond Issue	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Funding Sources</b>	<b>\$ 17,926,613</b>	<b>\$ 18,000,000</b>	<b>\$ 16,750,000</b>	<b>\$ 18,150,000</b>	<b>\$ 12,690,000</b>





# Sub-Object Accounts

---

FY 2020-2021 Proposed Budget

## DESCRIPTION OF SUB-OBJECT ACCOUNTS

Number	Account Name	Description
<b>PERSONNEL SERVICES:</b>		
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
13-11	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
15-30	Expense Allowance	City business 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
<b>OPERATING SERVICES:</b>		
31-10	Legat Fee – Coty 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





Number	Account Name	Description
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
	Insurance - Excess General	
45-04	Liability Premium	Payments for liability insurance
	Insurance - Fire Building &	
45-05	Contents Premium	Payments for property loss insurance
	Insurance - Loss of Monies/	
45-06	Securities Premium	Payments for financial losses insurance
	Insurance - Employee Bonds	
45-07	Premium	Payments for employee bonds insurance
45-09	Insurance - Workers Compensation	Expenses for workers compensation claims which includes wages and medical
		Premium for required insurance for Police Officers and Fire-fighters injured/killed in the
45-54	Insurance - P/F Accidental Death	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
		Monthly cost to departments for vehicle repairs and general maintenance performed by
46-30	Vehicle Maintenance - Garage	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
	Water Lines Repair & Maintenance	
46-49	Maintenance	Expenses for water line repairs and general maintenance
	Wells & Screens - Repairs &	
46-50	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



Number	Account Name	Description
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





Number	Account Name	Description
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
		Supplies and equipment less than \$750 used by the Fire Department in the course of fighting fires
52-67	Suppression Equipment/ Supplies	
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
	Street Repairs and Maintenance	
53-10	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
		Cost for training seminars, courses or classes -- includes registration books or course materials, travel, per diem, etc.
54-30	Training	
		Payments to employees for reimbursement of employee college tuition per a pre-approved program
54-35	College Tuition Reimbursement	
54-36	Career Development	Allocation for the advancement or enhancement of employee careers
		Expenses incurred in the recertification of employee licenses – EMT, Paramedic, Water Plant Operator, etc.
54-37	Recertifications	
<b>CAPITAL OUTLAY:</b>		
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)



Number	Account Name	Description
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
		Fees charged by fiscal agents for servicing bonds – interest distribution, bond redemption, coupon destruction, etc.
73-01	Fiscal Agents Fees	
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.
		Bad-debt expense incurred in the unsuccessful attempt to realize payment of an account receivable.
95-60	Uncollectible Expense	
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 Incentives	Allocation for development incentives to developers
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
	Reserve – Golf Course	City's kitchen equipment (at the Golf Course) Annual allocation for the future replacement
99-16	Improvements	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.





**CITY OF BOYNTON BEACH**  
100 E Boynton Beach Boulevard  
Boynton Beach, FL 33425  
[www.boynton-beach.org](http://www.boynton-beach.org)