

Annual Budget

(Proposed)

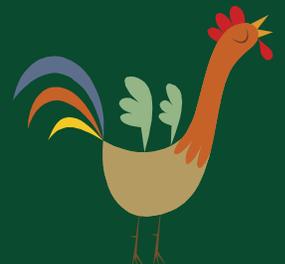
An Award Winning
City
2009 & 2010



For Fiscal Year Ending
September 30, 2011



City of Oviedo



*Contrary To Popular Belief,
The Light At The End Of The Tunnel
Has Not Been Extinguished Due To Budgetary Constraints.
We Continue To Forge Ahead Knowing We Will Emerge
Stronger For Our Efforts!*

CITY OF OVIEDO
PROPOSED ANNUAL BUDGET
FOR THE 2010-11 FISCAL YEAR
OCTOBER 1, 2010 THROUGH
SEPTEMBER 30, 2011



CITY COUNCIL

MARY LOU ANDREWS

MAYOR

DOMINIC PERSAMPIERE

DEPUTY MAYOR

KEITH BRITTON

COUNCILMAN

STEVE HENKEN

COUNCILMAN

STEPHEN W. SCHENCK

COUNCILMAN

Richard Gestrich

City Manager

Robert Bentkofsky

Assistant City Manager

Gail A Bigelow

Management Analyst



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**City of Oviedo
Florida**

For the Fiscal Year Beginning

October 1, 2009

President

Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to **City of Oviedo, Florida** for the Annual Budget beginning **October 01, 2009**. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a communications device.

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

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The City of Oviedo



400 Alexandria Boulevard * Oviedo, Florida 32765

July 20, 2010

Honorable Mayor Andrews, Deputy Mayor Persampiere, City Council Members and Citizens of the City of Oviedo:

Submitted for your review and consideration is the FY 2010-11 proposed Annual Budget. The proposed budget is predicated on maintaining the operating millage rate at 4.8626 mills to support General Fund operations and contains a variety of budget reduction measures necessary to bridge the projected \$1.3 million budget shortfall. At a special meeting scheduled for July 26, 2010, City Council will formally set the tentative millage rate for FY 10-11 **as required by Florida Statute (Truth in Millage law). The tentative millage levy represents the maximum tax rate that can be set by the City Council - in other words the rate can be maintained or lowered at the September public hearings, but not increased. The tentative tax rate must be set and transmitted to the Property Appraiser, Tax Collector and the State of Florida no later than August 4, 2010.**

Setting the tax rate for the General Fund at 4.8626 mills will result in a *citywide tax decrease of 7% below the rolled back tax rate of 5.226 mills*. The recommended millage rate would produce tax savings for about half of the City's residential taxpayers. The other half - who will see a 2.71% inflationary increase in their property value as required by Save Our Homes - will pay slightly higher City property taxes. For a home assessed at \$175,000 in 2009 that increases by 2.71% less the \$50,000 homestead exemption, the increase in City property taxes will be approximately \$27. Virtually all other residential and non-residential property owners will pay less in City property taxes at the proposed tax rate.

The recommended General Fund budget of \$23,661,764 is \$934,000 or 3.8% less than the adopted FY 09-10 budget. As Council is aware, the lower budget and related budget reduction measures are in response to the projected \$1.3 million budget shortfall that resulted from lower property tax revenue of \$653,000 coupled with declines in various non-ad valorem revenues of \$605,000. Other than relatively small increases for utility taxes and franchise fees, most other revenues such as interest earnings, recreation fees, fines, Half Cent Sales Tax and EMS transport fees are declining. Increases in the City's required contributions to the Police and Fire pensions compounded the budget shortfall.

Based on the financial trends projections provided to City Council on March 8, 2010, the budget shortfall at that time was projected at \$1.45 million. The magnitude of the shortfall required that we take a comprehensive review of all departments and programs. This review, known as a "service level inventory", required all departments to "take stock" of all existing services and to propose reductions, consolidation of services or positions and potential outsourcing of existing services. I believe this comprehensive process was successful in identifying potential budget reduction measures that allowed me and the Department Directors to better understand the implications of the proposed reduction on services provided to City residents, as well as, the impact on internal operations.

Furthermore, all departments were directed to submit their budget at operating expenditure levels that were "equal to FY 08-09 actual expenses or the FY 09-10 budget *whichever was less*" (exceptions were made for fixed costs such as fuel, utilities and liability insurance that were calculated separately by the Budget Office). Again, this was necessary knowing the magnitude of the budget shortfall and the related decline in General Fund revenues to support departmental operations. **The result of mandating lower operating expenses was a net reduction of \$337,000 in virtually all operating expense line items except for fuel, street lighting, and contract legal services. Otherwise, the budget shortfall would have been significantly higher than \$1.3 million.** The reduction in operating expenses also served to offset the \$304,000 increase in the City contribution to the Police and Fire pension plans, *which was the most significant expenditure increase in the FY 10-11 budget.*

The budget reduction measures listed below have previously been discussed in detail during individual meetings with Council members in mid June and as part of the June 29th budget workshop. Other than appropriating fund balance of \$238,573 and transferring an additional \$100,000 from Local Option Gas Tax, the budget was balanced with the following expenditure and related workforce reductions:

Facility Maintenance - Reduction of 2 positions

- ✓ Elimination of a trades worker and custodian (both vacant positions).

Finance and Budget - Reduction of 1.25 positions

- ✓ Merging of the budget function within the Finance Department and consolidating the Budget Manager and Chief Accountant into one position.
- ✓ Consolidating the Payroll Specialist and Accounting Tech. into one Accounting Specialist position.
- ✓ Adding a Financial Accountant position.
- ✓ Reducing part time hours of 2-20 hour Accounting Clerks into 1-30 hour per week position.

City Manager

- ✓ Reduction of the Senior Administrative Assistant's hours from 40 to 32 hours per week.

Human Resources - Reduction of 1 position

- ✓ Elimination of the Risk/Benefits Coordinator.
- ✓ Elimination of the 15 hour per week receptionist in favor of a 30 hour per week HR Technician
- ✓ Reclassification of the HR Assistant to HR Analyst who would assume some risk/benefit tasks.

Development Services - Reduction of 3 positions

- ✓ Elimination of the Senior Administrative Assistant and Planner II.
- ✓ Elimination of the Engineer III with development review tasks assumed by Engineering.

Engineering - Reduction of 2 positions

- ✓ Elimination of the Senior Administrative Assistant with tasks assumed by 3 other support personnel.
- ✓ Elimination of an Engineering Inspector (employee reassigned to a vacant position as Heavy Equipment Operator in Stormwater Maintenance).
- ✓ Funding 50% of the remaining Engineering Inspector from the Stormwater Utility Fund.

Landscaping and Grounds Maintenance - Reduction of 6 positions

- ✓ Elimination of the entire 9-person maintenance staff including the Crew Leader and Supervisor.
- ✓ Outsourcing all right of way mowing, tree trimming, irrigation repairs and landscape replacement/installation to 2 separate private contractors.
- ✓ Adding a Contract Manager position to oversee the 2 contracts.
- ✓ Reassigning 2 Maintenance Workers to Streets Maintenance.
- ✓ With 2 vacancies, 4 current employees will be affected by the outsourcing.

Police Department - Reduction of 1 full time position

- ✓ Elimination of the 3 existing Commander positions in favor of a management structure that includes 2 Deputy Chiefs.
- ✓ Reduction of the Senior Administrative Assistant's hours from 40 to 32 hours per week.

Fire Department - Overtime Reduction

- ✓ Implementation of an "adaptive response" system that would remove 1 of 3 engines from service when staffing falls below 14 per shift. The engine would then be replaced with a rescue vehicle, which requires less staffing.
- ✓ Reduction of the Senior Administrative Assistant's hours from 40 to 32 hours per week.

The budget reduction measures outlined above will result in sixteen (16) positions being eliminated from the work force of which 9 to 11 will be employee terminations. Given the \$1.3 million shortfall that is being hampered by declining revenues, all of the budget reduction measures will be needed to balance the General Fund budget. Any significant deviation from the recommended actions may require further workforce reductions.

The following “budget highlights” provides a concise summary of the FY 10-11 proposed budget:

- ❖ The proposed General Fund property tax rate for FY 10-11 is 4.8626 - the same tax rate since FY 08-09. The proposed millage rate is 7% lower than the rolled back tax rate of 5.226 mills. The tax rate for the General Obligation Bond of .291 mills debt service is slightly higher due to the lower assessed taxable value against relatively stable debt service costs. The combined tax rate for FY 11 is 5.1536 mills.
- ❖ The homeowner with a \$175,000 home adjusted for the 2.71% Save Our Homes inflation adjustment and the \$50,000 homestead exemption would pay approximately \$27 more in CITY property taxes. Approximately 50% of residential property owners fall into this category.
- ❖ Excluding new construction of \$23.8 million, the City’s tax base declined by \$144 million or 7%, which was due to the decline in market values. Some of this decrease was offset by the 2.71% Save Our Homes inflation adjustment for approximately half of all residential property owners.
- ❖ The total proposed budget for the General Fund is \$23,661,764, which is \$934,000 less than the FY 09-10 adopted budget of \$24,595,693.
- ❖ **General Fund revenues** for FY 10-11 (excluding transfers and fund balance) **declined \$1,258,000 or 5.4%**. Of this amount, \$653,000 is due to lower property tax revenue and \$605,000 is due to lower non-ad valorem revenues. Increased transfers from the Local Option Gas Tax Fund and the Solid Waste Fund (i.e. recycling revenue) coupled with higher appropriated fund balance resulted in total available revenue of \$23,661,764 - a net decline of \$934,000 or 3.8%.
- ❖ **General Fund expenditures** declined \$934,000 or 3.8% due to the budget reduction measures outlined above coupled with operating expense reductions of \$350,000. The operating expense reduction was offset with higher costs for Police and Fire pension contributions and the 5% health insurance increase. The General Fund payroll (salaries and benefits) declined \$647,000 or 4% net of the pension and health insurance increases.
- ❖ The size of the City workforce for FY 10-11 will decline by 18 positions based on the recommended budget reduction measures. The workforce (both full time and seasonal) has been reduced by 68 positions since FY 06-07 and is at the same level as in FY 03-04.
- ❖ The FY 10-11 total payroll (salaries and benefits) for all operating funds of \$17,877,000 is \$1,148,000 or 6% less than the total adopted payroll for FY 09-10. The decline reflects the workforce reductions described herein, higher costs for the Police and Fire pensions, the 5% health insurance increase and the elimination of in-house staffing of the Building Services Division. *There is no funding in the proposed budget for wage increases for either bargaining unit or general employees.*
- ❖ The total proposed budget for all City funds combined of \$51.8 million (exclusive of inter-fund transfers and internal service operations) is essentially unchanged from FY 09-10.

The remaining portion of the transmittal letter presents more detailed analysis of the budget, including more detailed analysis of the tax base, General Fund revenues, expenditures and fund balance. Following the General Fund analysis are summary discussions about changes in the City’s workforce and total payroll, the Water/Wastewater Operating Fund and the Capital Improvements Program.

Tax Base Summary

Based on the Certification of Taxable Value provided by the Seminole County Property Appraiser on July 1, 2010, the City's tax base decreased by \$120 million or 5.8% compared to last year as shown in the graphic below. *Excluding \$23.8 million of new construction, the reassessment of existing real properties declined by \$143 million or 7.3% compared to the 2009 real property base.* The 2010 gross taxable value of \$1,950,920,481 is less than the GTV in tax year 2006 (FY 06-07).

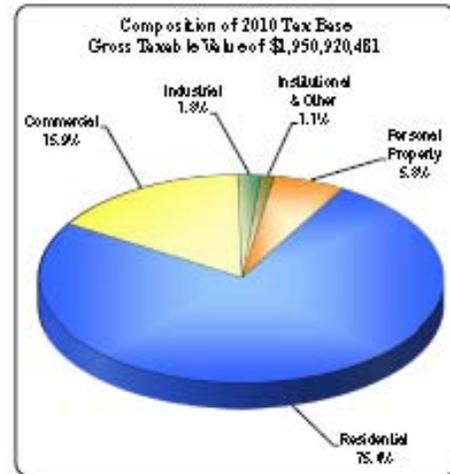
The decline in values between 2009 and 2010 is reflected below for the major categories of real property. *Inclusive of new construction valued at \$23.8 million, the total real property base declined \$119.2 million or 6.1%.*

<u>Category</u>	<u>2010 Taxable Value</u>	<u>2009 Taxable Value</u>	<u>% Change</u>
Residential	1,471,404,335	1,536,328,575	-4.2%
Commercial	310,458,725	357,600,106	-13.2%
Industrial	35,811,679	39,445,721	- 9.2%
Institutional/Other	<u>20,940,072</u>	<u>24,446,361</u>	<u>-14.3%</u>
TOTAL	1,838,614,811	1,957,820,763	-6.1%

A summary of the changes in the entire tax base between 2010 and 2009 is depicted below:

SUMMARY OF TAX BASE DATA FOR 2010 (FY 2010-11)

2009 Final Gross Taxable Value	\$2,071,084,388	
	Added	%
	Taxable Value	Change
New Construction	23,840,308	1.15%
Re-assessment of Existing Properties	(143,046,260)	-6.91%
Personal Property	<u>(957,955)</u>	<u>-0.05%</u>
Tax Base Net Decrease	(\$120,163,907)	-5.80%
2010 Gross Taxable Value (from DR 420)	\$1,950,920,481	



Note: percent change in reassessment of existing properties is calculated against 2009 gross taxable value including both real and personal property.

GENERAL FUND REVENUES

Total General Fund revenues for FY 10-11 (excluding transfers and fund balance) declined \$1,258,000 or 5.4%. Of this amount, \$653,000 is due to lower property tax revenue and \$605,000 is due to lower non-ad valorem revenues. This decline was offset with an increase in appropriated fund balance of \$107,000 and higher transfer amounts from the Local Option Gas Tax Fund (+\$103,000) and the Solid Waste Fund (+\$110,000 from recycling revenue). The net result is available revenue of \$23,661,764 to support General Fund expenditures.

Property Taxes (General Fund)

At the recommended millage rate of 4.8626 mills, the City would budget \$9,107,084 in property taxes to support General Fund operations - a reduction in property tax revenue of \$611,670 compared to the FY 09-10 budget.

- FY 10-11 proposed budget: **\$9,107,084** - at 4.8626 millage rate
- FY 09-10 adopted budget: **\$9,718,754** - at 4.8626 millage rate

As reflected in the pie chart below, 71% or \$16.8 million of the \$23.66 million budget consists of property taxes, utility taxes and franchise fees.

Non-Property Tax Revenues

Total non-ad valorem revenues show a net decrease of approximately \$605,000 or 4.4% measured against the FY 09-10 non-ad valorem base of \$13.65 million. All major revenue categories show declines except for Utility Service Taxes and Franchise Fees, which are increasing by \$105,000 or 1.4%. The major revenue decreases include interest earnings (\$218,000), Recreation fees (\$171,000), court and code enforcement fines (\$103,000), EMS transport fees (\$73,000), Half cent Sales Tax and State revenue Sharing (\$59,000) and federal grants (\$53,000).

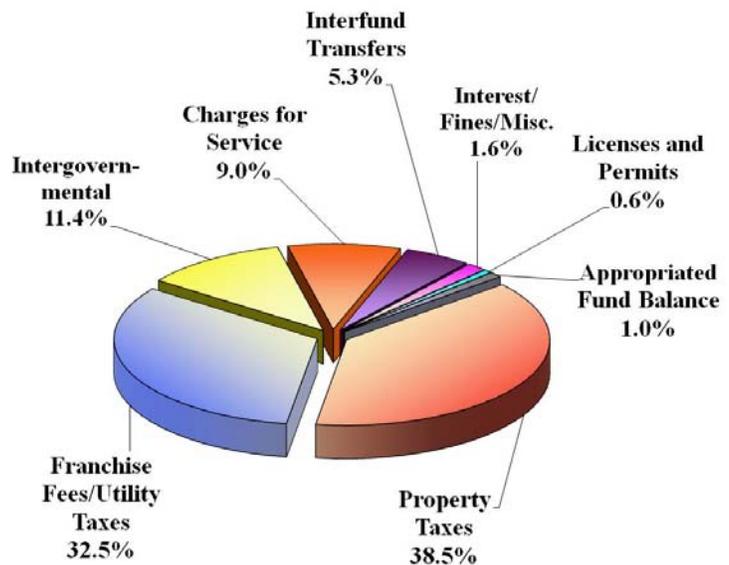
Support from Other Funds (Transfers)

Support from other Funds is up by \$217,000 with the transfer from the Local Option Gas Tax Fund increased by \$103,000 to support street lighting and street maintenance costs and the transfer from the Solid Waste Fund (recycling revenue) increased by \$110,000. The transfer from the Building Services Fund is set at \$121,659, which represents the City's 23% revenue share of Building Services revenues net of miscellaneous operating expenses.

Appropriated Fund Balance

There is an appropriation of fund balance in the amount of \$238,573 that supports recurring expenses and is equal to 1% of the General Fund budget. This appropriation is well within the 3% maximum set forth in financial policies.

**Composition of FY 2010-11
General Fund Revenues**



GENERAL FUND EXPENDITURES

The FY 10-11 proposed General Fund Budget of \$23,661,764 is approximately **\$934,000 or 3.8% less** than the FY 09-10 adopted budget due to the budget reduction measures outlined above coupled with operating expense reductions of \$350,000. The operating expense reduction was offset with higher costs for Police and Fire pension contributions and the 5% health insurance increase. The General Fund payroll (salaries and benefits) declined \$647,000 or 4% net of the pension and health insurance increases. Another way to summarize the changes in the General Fund is as follows:

Workforce reductions	(\$1,039,000)	
Police/Fire Pension	304,000	City contribution
Health Insurance	92,000	5% premium increase & 35% dep. subsidy
Operating Expenses	(350,000)	
Debt Service	129,000	Bank loan for energy improvements
Contingency (reserve)	<u>(60,000)</u>	
Net Change	\$ 934,000	

A comparison of the FY 10-11 and FY 09-10 budgets by major expense category is depicted below:

GENERAL FUND EXPENDITURES BY MAJOR ACCOUNT CATEGORY FY 2010-11 vs. FY 2009-10
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	FY 2009-10	Percent of	FY 2010-11	Percent of
	Adopted	Total	Proposed	Total
	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
Personal Services	\$16,406,114	66.7%	\$15,759,418	66.6%
Operating Expenses	5,710,225	23.2%	\$5,427,731	22.9%
Vehicle Replacement Contribution	<u>398,043</u>	<u>1.6%</u>	<u>\$330,172</u>	<u>1.4%</u>
Sub-Total: Department Operations	\$22,514,382	91.5%	\$21,517,321	90.9%
Debt Service (transfer to Sinking Funds)	1,402,925	5.7%	\$1,408,137	6.0%
Other Interfund Transfers*	605,386	2.5%	\$723,306	3.1%
Reserve for Contingency	60,000	0.2%	\$0	0.0%
Contributions (to non-profit & other agencies)	<u>13,000</u>	<u>0.1%</u>	<u>\$13,000</u>	<u>0.1%</u>
Sub-Total: Non-Departmental	\$2,081,311	8.5%	\$2,144,443	9.1%
TOTAL EXPENDITURES	\$24,595,693	100.0%	\$23,661,764	100.0%

* Other Interfund Transfers category includes transfers to Health Insurance, Local Option Gas Tax, OSC Landfill, Lease Financing and Stormwater Utility Funds.

<p>More detailed explanations of operating budget changes for each department and program can be found under the "budget highlights" section of each program's Expenditure and Staffing Summary (within the operating budget detail section of the budget document).</p>
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Debt Service and Lease Financing Support

Debt service expenses are up approximately \$128,000 due to the recently approved bank loan for the general facility energy improvement measures being coordinated by Siemens. The annual principal and interest payment on the 10-year bank note is \$415,000 of which \$123,624 is related to the general facility improvements being funded from electric utility savings in the affected departments. The balance is being funded from the Utility Operating Fund for the installation of radio read meters.

The General Fund share of debt service costs is approximately \$1,584,000 or 5.7% of the FY 10-11 proposed General Fund Budget. Approximately 90% of this obligation is associated with several refunding revenue bonds originally issued in the 1990's for parks and recreation and general facility improvements, as well as, two bank notes (\$7 million total) for the new Fire Station and Public Works Maintenance facility approved by voters in November 2006. The \$1.6 million debt service share is well within the standard set in City financial policy that limits revenue bond debt to no more than 10% of General Fund operating revenues or approximately \$2.37 million for FY 10-11.

Fund Balance for Economic Uncertainties

An important indicator of the City's financial position is the level of its undesignated fund balance relative to the total General Fund expenditures. As of September 30, 2009, the General Fund reserve was \$3,866,086 or approximately 15.7% of FY 09-10 General Fund budget. FY 09-10 year-end projections indicate that the undesignated fund balance will decline to 15.4% as expenses are projected to exceed revenues by approximately \$235,000.

Changes in the City Workforce and Total Payroll

The total number of authorized full and regular part time positions for FY 10-11 *for all funds and departments will decline from 281 to 263 full time equivalent positions. The size of the city's workforce is the same as it was in FY 03-04, whereas the number of positions has declined to 7.5 per 1,000 population compared to 9.8 in FY 07. Since FY 06-07, the city's workforce has been reduced by 68 positions or almost 20%.* Contributing to this reduction is the smaller size of the seasonal workforce, which has declined by 10 full time equivalents since FY 06-07.

The citywide payroll of \$17.9 million for all operating funds combined is down by \$1,148,000 or 6%. The decline reflects the workforce reductions described herein, higher costs for the Police and Fire pensions, the 5% health insurance increase and the elimination of in-house staffing of the Building Services Division that occurred in February, 2010.

Total Benefits (Payroll Matching Costs and Health Insurance)

- **Health Insurance:** Health insurance premiums, established by the City through its self-insurance plan, will increase by 5% effective October 1, 2010. The cost of single (employee) coverage will rise to \$6,397. With respect to dependent health insurance costs, the proposed budget includes funding to increase the City's cost share from 33% to 35% - an increase of \$12,000. The total cost of the 35% subsidy is estimated at \$213,000.
- **City Pension Contributions:** Total pension contributions budgeted by the City for FY 10-11 is estimated at \$1,236,000, a net increase of \$276,000 compared to FY 09-10. The increase is being driven by higher City contributions to the Police and Fire pensions with the Police contribution increasing from 8% to 14% of payroll and Fire increasing from 13% to 17% of payroll. Meanwhile, the 401A contributions have declined by \$16,000 due to workforce reductions.
- **Worker's Compensation:** The City will benefit from stable Worker's Compensation costs due to the City's continued low claims trend. Total workers' compensation costs for FY 10-11 are estimated at \$335,000 – an increase of \$14,600 or 4.5%.

WATER AND WASTEWATER OPERATIONS

Revenues

The revenue outlook for FY 09-10, which serves as the basis for the FY 10-11 projection, reflects declining consumption of more than 10% compared to the prior year. Consequently, water and sewer revenue for the current year will be significantly below budget and 7% below FY 08-09 actual revenues. Reclaimed water revenues are performing better than projections as more customers connect to the reclaimed system and usage increases. The revenue outlook for FY 10-11 is mixed as consumption is not expected to increase unless general economic conditions improve. Nonetheless, FY 11 budget estimates include an inflation adjustment of 3% effective October 1, 2010 coupled with an additional revenue derived from improved meter efficiencies as radio read meters are installed citywide as part of the Siemens energy improvement project. The inflation adjustment and improved meter efficiency is expected to increase revenues by \$439,000 or 10.6% over FY 10 estimates or a budget projection of \$4,581,000. Sewer revenues also include the 3% estimated inflation adjustment over FY 10 estimates or \$1,060,000, which is the same as FY 08-09 actual sewer sales.

Total operating revenues for FY 10-11 are estimated at \$6,243,000 compared to the FY 09-10 budget level of \$6,664,000 and the projection for the current fiscal year of \$5,752,000.

As reuse becomes more prevalent in future years and water conservation measures take hold, the combined effect will be declining potable water consumption and related revenues. This circumstance coupled with the little growth of the customer base will continue to put upward pressure on rates to properly fund utility operations, meet debt service coverage limits and maintain adequate cash reserves. Although no rate increase is planned for FY 10-11, there will likely be rate increases in future years to ensure adequate cash reserves given declining consumption trends. *The extent of future rate increases will be dependent on the outcome of the referendum to purchase Alafaya Utilities. If the purchase is approved, the future rate increases for the existing City utility system will be significantly less than if the purchase is unsuccessful.*

Expenditures

The total budget for Water and Wastewater operations (Water Production and Distribution and Wastewater Collection and Reclaimed Water) of \$4,052,000 is down by \$102,000 or 2.5% compared to the FY 09-10 adopted budget. The FY 10-11 budget is benefitting from lower operating costs in most line item operating accounts with the most significant decreases for chemicals (due to lower volume of treated water) utilities, and repair and maintenance and purchased reclaimed water. There is an increase for purchased sewer charged by Seminole County as the cost per 1,000 gallons has increased from \$2.98 to \$3.31 per 1,000 gallons of treated wastewater.

Total personnel costs (i.e. salaries and benefits) of \$1,570,000 are down by \$4,000 compared to FY 09-10 as the hours of the City's two full time Meter Readers have been reduced to 2-20 hour per week positions beginning in 2011. This change is in response to the operational efficiencies expected from citywide installation of radio read meters. This cost decrease was partially offset by the citywide 5% health insurance increase and minor changes to pension contributions and workers' compensation costs.

There is a net increase of \$107,750 in debt service support as the SRF loan #1 is being funded the Waster Impact Fee Fund rather than the Utility Operating Fund (the SRF loan is the primary source of financing for construction of the City's reclaimed distribution system). This change is being offset by the (new) debt service for the Siemens bank loan of \$294,000 that is funding the citywide installation of radio read meters.

Cash Reserves (Utility Operating Fund)

The projected cash position at September 30, 2010 is projected at \$1,216,000 or approximately 80 days of operating and debt service expenses, or a 22% reserve. When including the cash reserve of \$1.2 million from the Renewal and replacement fund, the 25% or 90 day target cash reserve as required by City financial policies is met. Nonetheless, as reclaimed water becomes more prevalent in future years, potable water consumption and related revenues are expected to decrease unless there is a reversal of current economic conditions. This circumstance will likely result in the continued decline of cash reserves unless adjustments are made to utility rates in future years.

CAPITAL IMPROVEMENTS PROGRAM (CIP)

The 5 Year Capital Improvements Program was reviewed by City Council on June 29, 2010 and serves as a blueprint for future capital improvements over the next five year period. The total funding commitment appropriated for FY 10-11 from various dedicated funding sources for capital improvements is approximately \$12.6 million (excluding carryover projects from FY 09-10). Of this amount, \$6.2 million is set aside from the City and County share of the Local Option Sales Tax to acquire right of way for the SR426 realignment and intersection improvements at SR 434. Other significant projects scheduled for FY 10-11 include:

- ✓ Resurfacing 6.6 miles of City-maintained roads.
- ✓ Construction of the Mitchell Hammock east bound turn lane at SR 434.
- ✓ Site analysis and initial design of a new Police Headquarters facility.
- ✓ Construction a reclaimed water distribution system in Twin Rivers - Phase I.
- ✓ Construction of the Aulin Avenue south stormwater improvements.
- ✓ Completion of the Public Works complex that involves renovation of the existing fleet maintenance building and related improvements.

OTHER FUNDS

Economic Development (\$346,500 total budget)

With many of the one-time tasks related to the ED Strategic Plan completed in FY 09-10, the proposed contract with Land Design Innovations (LDI) is estimated at \$70,000 compared to \$100,000 for FY 10. The focus of economic development tasks in FY 10-11 will be on business recruitment and retention. Other contractual expenses for FY 10-11 include \$12,000 for grants research and preparing grant submissions and \$5,000 for responding to DCA comments for the Transportation Concurrence Exception Area (TCEA). The ED budget also includes an appropriation of \$250,000 that is set aside for economic development incentives and impact fee assistance.

Building Services (\$626,941 total budget)

The FY 10-11 budget reflects the first full year of outsourcing Building Services to a private company that started in February 2010. The contract is based on sharing of gross revenues whereby the City receives 23% of gross revenues from permit and plan review fees and the contractor receives 77%. The City is responsible for a variety of miscellaneous operating expenses and overhead costs such as utilities, insurance and telephones that are estimated at \$24,000 for FY 11. The City will also pay the contractor \$27,000 for the one-time final inspections for outstanding permits issued by the City in prior years. FY 10-11 revenues are based at the same level projected for the current fiscal year or \$748,000. The City's revenue share for FY 10-11 is estimated at \$172,040 less the miscellaneous operating expenses and one-time final inspections costs. This will allow for a transfer to the General Fund of approximately \$121,000.

Stormwater Utility (\$2,638,070 total budget)

Both maintenance and capital improvement projects will be funded from the \$7.00 Stormwater Utility Fee (\$7.00 per equivalent residential unit (ERU) per month). The Stormwater Utility Fee revenue will generate approximately \$1.5 million at the \$7.00 per ERU monthly fee. The FY 10-11 budget will also be supported by \$1,076,000 of fund balance (appropriation of reserves), which is required to fund planned capital improvements.

Of the FY 11 total budget of \$2,638,000, approximately \$1,071,000 is dedicated to maintenance operations and street sweeping and \$117,000 is for administration and inspections. The balance or \$1,450,000 is dedicated to drainage capital improvements (including \$994,000 for the Aulin Avenue stormwater project).

Fund balance will decline to less than \$1 million by the end of FY 10-11 with the completion of Aulin Avenue drainage project. It is projected that by the end of FY 2013-14, fund balance will no longer be available to support drainage capital improvements. Consequently, the pace of Master Plan improvements will slow unless adjustments to the stormwater utility fee are made.

Summary Comments

I am confident that the proposed FY 10-11 Budget addresses several important City Council goals and priorities:

- **Providing tax relief to Oviedo taxpayers by maintaining the tax rate at 4.8626 mills or 7% below the rolled back tax rate.**
- **Maintaining the City's strong financial position as measured by the 15% reserve level in the General Fund.**
- **Providing the staffing and financial resources necessary to maintain current levels of service for public safety and for other core City services - despite the workforce reductions of the past two years.**
- **Continuing to make a substantial investment to maintain, repair and enhance the condition of the City's infrastructure for roads, general City facilities, drainage, and utilities.**

The economic realities of the past 2 years have challenged us to undertake a critical review of all aspects of City government in terms of the services we provide and the level at which those services are provided.

We will continue to face challenges in 2011 as the economy will be slow to recover. Despite these challenges, I am prepared to work closely with the City Council as we strive to maintain Oviedo's standing as a Top 100 City as recognized by RelocateAmerica.com in 2009 and 2010.

I would like to thank the City's many valuable and quality employees whose daily work is the key ingredient to providing quality municipal services. As well, I would like to thank the City's Department Directors and staff for their efforts in preparing their respective budgets under difficult economic conditions.

I would also like to recognize Bob Bentkofsky, Assistant City Manager, and Gail Bigelow, Management Analyst for their untiring efforts in developing a quality budget document that was recently recognized for the fifth consecutive year by the Government Finance Officers Association (GFOA) for the Distinguished Budget Presentation Award (FY 2009-10 budget document). Bob and Gail merit our thanks for a superb effort under challenging circumstances.

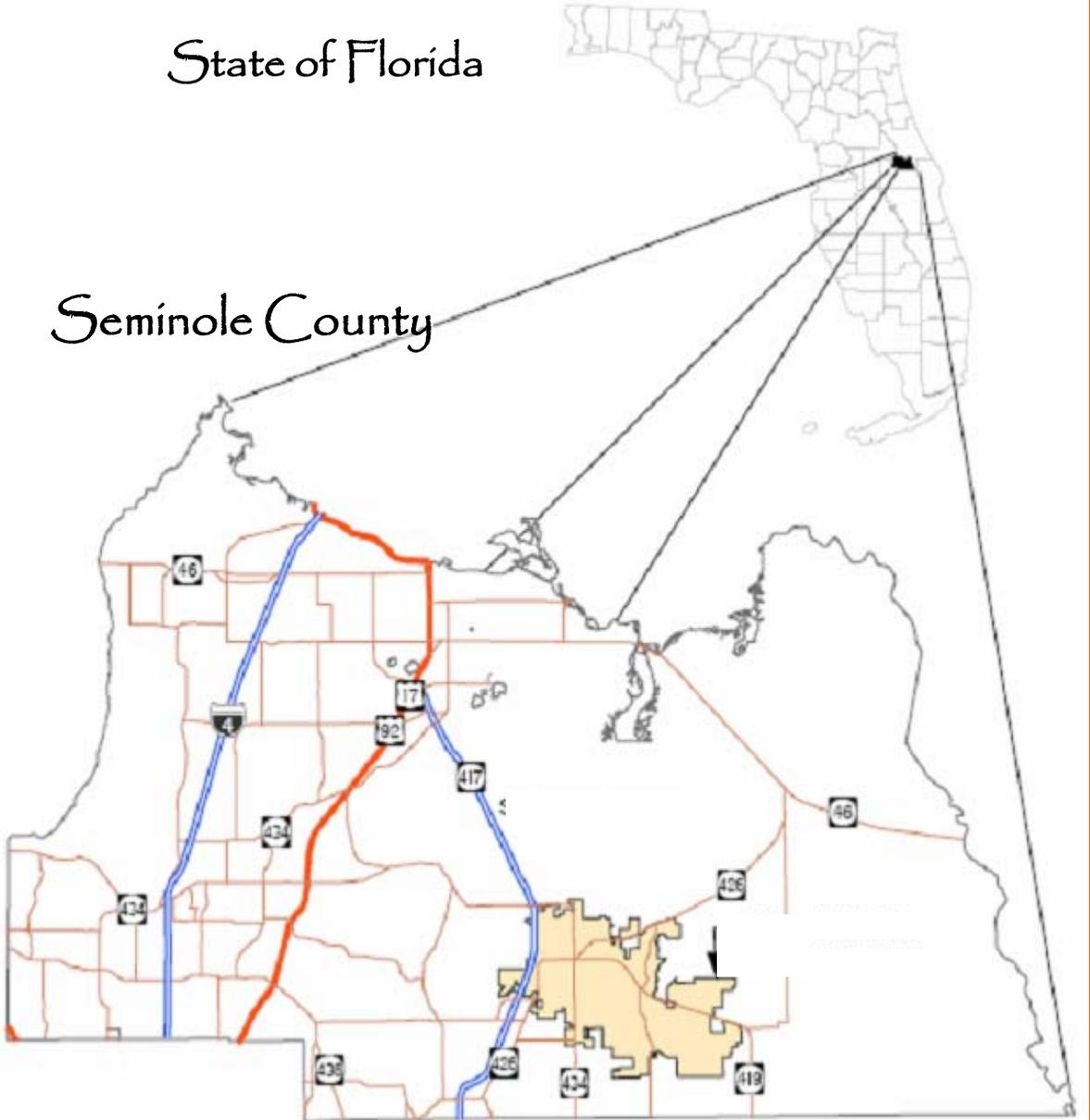
Respectfully submitted,



Richard Gestrich,
City Manager

State of Florida

Seminole County



City of Oviedo

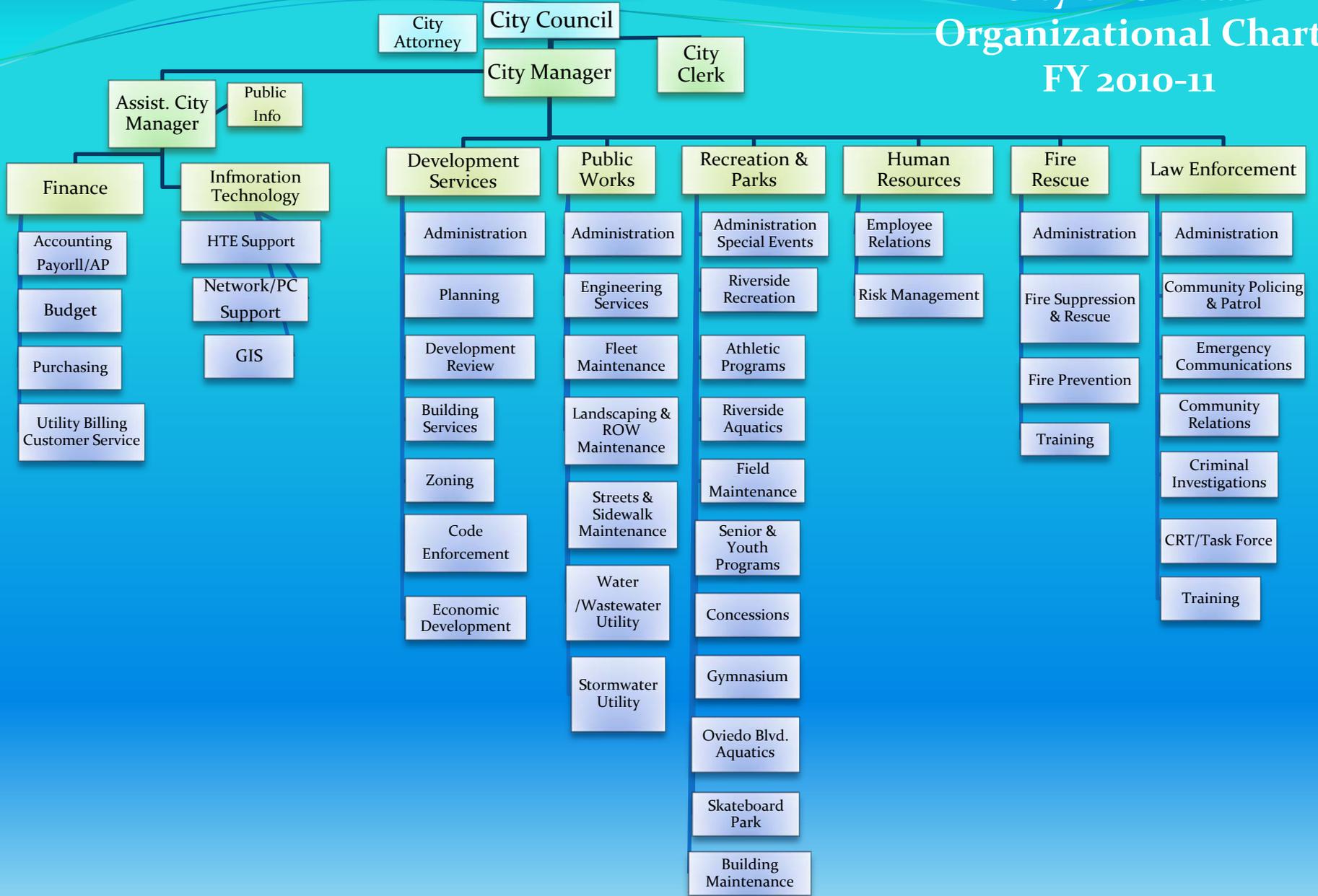
The City of Oviedo is a part of the Orlando metropolitan area and is located in Seminole County. The City is bordered on the south by Orange County, to the north by Lake Jesup and to the northwest by Winter Springs.



The City of Oviedo

Citizens of Oviedo

City of Oviedo Organizational Chart FY 2010-11





The City of Oviedo

Frontier Town to BOOMTOWN!

Oviedo's history is the fascinating frontier history of Central Florida. During and after the Civil War period (1861-1869) settlers to the area homesteaded or bought land in the "Lake Jesup community". Oviedo was first settled mainly because of its accessibility to Lake Jesup via a landing at Solary's Wharf. The City received its name "Oviedo" in 1879 after the city in northern Spain, from the postmaster of the new post office, Andrew Aulin, a Swedish immigrant. The City began to grow its agricultural roots in the late 1800's with the establishment of citrus farms and flower nurseries. Notable horticulturists and agricultural businessmen having called Oviedo home include Theodore L. Mead (1886), namesake of Mead Gardens located in Winter Park, and Steen Nelson, founder of Nelson and Company, whose steel water-tower is still a local landmark in downtown Oviedo. A disastrous freeze in 1895 wiped out the citrus industry and prompted the development of the celery and vegetable industry. Celery grew well in Oviedo's mucky, rich topsoil and became Oviedo's primary crop and was shipped to all parts of the United States. Despite the uncertain climate, many citrus growers replanted their citrus groves. The popular Temple Orange was developed in Oviedo in the early 1900's. In 1914 a large fire caused by one of the gas-lit lamps that lined Broadway St. set ablaze all six of Oviedo's downtown buildings, destroying four of the six buildings. In 1925 the City of Oviedo was chartered by the Florida State Legislature and incorporated. During World War II, the citrus and celery industry in Oviedo flourished and contributed to unprecedented growth and development in the area.

In 1963 nearby Florida Technological University was opened, now known as the University of Central Florida (UCF), the nation's fifth largest university (53,000+ students) and one of the country's top research universities. UCF is home to the Center for Research Optics and Lasers, (CREOL), the National Simulation Center (NSC) the Institute for Simulation and Training (IST) and the College of Film and Digital Media.

Seminole State College (SSC) of Florida, with four (4) Seminole County campuses is a full-service

education provider, offering four-year degrees and two-year college-credit degrees. The Oviedo campus opened in January 2001, with a complement of college-credit, technical, continuing education and personal enrichment class offerings.



Also contributing to Oviedo's nascent technology clusters are the regions space related industries, missile and defense industries and the regions entertainment, computer simulation and digital media industries. Local technology-based employers of Oviedo residents include Florida's Space Coast's Kennedy Space Center and its related industries, Lockheed Martin, and the National Center for Simulation.

Located astride Central Florida's newest high-technology corridor, SeminoleWAY, the City of Oviedo is positioned for dynamic business growth and success. SeminoleWAY, a high-tech corridor along SR 417, is the northern portion of Orange County's Innovation Way, links both Orlando and Orlando-Sanford International Airports, the University of Central Florida, Orange County's new "Medical City" at Lake Nona, Seminole State College and the Kennedy Space Center.

These key components contribute to the burgeoning simulation, digital media, medical sciences and photonic industry clusters growing in the Oviedo area. The demographics of the communities along SeminoleWAY show a region with the key components possessed by established technology centers. The SeminoleWay area already possesses similar concentrations of advanced degree residents and professionals, clusters of technology-oriented companies and the higher education and research facilities found in 'technology centers,' such as Tempe, Arizona, San Diego, California and Austin, Texas.



Oviedo's more traditional business community includes robust retail, finance, real estate and insurance sectors. These provide additional employment opportunities and the daily services and products utilized by residents, businesses and visitors. Whether you are a Fortune 500 corporation, technology start-up or a "home-based" business, Oviedo is fertile-ground to start, relocate or grow your business.

Source: Oviedo Historical Society, 2009 www.oviedohs.com



Growing in the right direction!

Budget and Financial Policies

Purpose:

The Comprehensive Financial and Budgetary Policies provide a one-source document for all City financial and budget policies. The policies are intended to guide elected officials, the City Manager and staff in their on-going role as the financial stewards of the City. The policies will guide essential decisions affecting budget and financial matters to ensure that the City is financially prepared to meet its immediate and long-term service objectives. The individual policies contained herein serve as guidelines for financial planning, budget preparation, implementation, evaluation and internal financial management of the City, and may be amended from time to time.

Objectives:

In order to achieve the purpose of the Comprehensive Financial and Budgetary Policies, the following are objectives for the city's fiscal performance.

- ❖ To guide City Council and management policy decisions having significant fiscal impact.
- ❖ To set forth operating principles to minimize the cost of government and financial risk.
- ❖ To employ balanced and equitable revenue policies that provides adequate funding for desired programs.
- ❖ To maintain appropriate financial capacity for present and future needs.
- ❖ To promote sound financial management by providing accurate and timely information on the City's financial condition.
- ❖ To protect the City's credit rating and provide for adequate resources to meet the provisions of the City's debt obligations on all municipal debt.
- ❖ To ensure the legal use of financial resources through an effective system of internal controls.

Financial Planning and Trends

Monitoring:

The City shall develop and maintain a 3 to 5 year financial trend model that forecasts revenues and expenditures based on a set of accepted assumptions. The financial trends forecast will be presented to the City Council to discuss long-term budget trends and implications of various budget scenarios. This will allow the City Council to establish budget policy and direction to the City Manager for the development of the upcoming annual operating and capital budgets.

Operating Policies:

The City will balance recurring operating expenditures with current or recurring revenues, and to the extent possible, not appropriate fund balance to meet recurring operating needs. The City will evaluate the fiscal impact of new proposals, operate as efficiently as possible, and constantly review City services for appropriateness and effectiveness.

1. Expenditures Shall be Within Current Revenue Projections:

Ongoing expenditures should be equal to or less than ongoing revenues. The City must identify ongoing resources that at least match expected ongoing annual expenditure requirements. One-time revenues and non-recurring revenues and ending fund balances will be applied to reserves or to fund one-time expenditures; they will not be used to fund ongoing programs.

2. Continual Improvement of Service Delivery:

The City will seek to optimize the efficiency and effectiveness of its services through strategic planning efforts, performance budgeting and measuring, and by evaluating service provisions by surveying citizens and customers and by comparing to other cities.

3. **Budget Lapses at Year End:**

All Operations and Maintenance (O&M) budget appropriations, except for capital project funds, shall expire at the end of a fiscal year. In accordance with Generally Accepted Accounting Principles (GAAP), purchases encumbered in the current year but not received until the following year will be paid from the budget of the following year. However, when necessary, City Council may authorize a re-appropriation to resolve unusual situations or hardships caused by this policy.

4. **Fixed Asset Inventories:**

Accurate inventories of all physical assets to include their condition, life spans, and cost will be maintained to ensure proper stewardship of public property. The Finance Director will establish policies and appropriate procedures to manage fixed assets, including establishing the threshold dollar amount for which fixed asset records are maintained and how often physical inventories will be taken.

Accounting, Auditing and Financial Reporting Policies:

The City shall maintain a system of financial monitoring, control, and reporting for all operations and funds in order to provide an effective means of ensuring that overall City goals and objectives are met.

1. **Auditing:**

The City's independent auditing firm will annually perform the City's financial and compliance audit. Their opinions will be contained in the City's Comprehensive Annual Financial Report (CAFR). Results of the annual audit shall be provided to the Council in a timely manner.

The independent auditing firm will be competitively selected in accordance with Florida Statutes and standards of the Governmental Finance Officers Association.

2. **Accounting System:**

Financial records will be maintained on a basis consistent with GAAP, and the Governmental Accounting Standards Board (GASB) and the

standard practices of the Government Finance Officers Association of the United States and Canada (GFOA). In addition, the City will comply with rules of the Auditor General and Uniform Accounting System as required by the State of Florida.

3. **Excellence in Financial Reporting:**

As an additional independent confirmation of the quality of the City's financial reporting, the City will annually seek to obtain the Government Finance Officers Association Certificate of Achievement for Excellence in Financial Reporting. The CAFR will be presented as a method of communicating with citizens about the financial affairs of the City.

Revenue Policies:

The City should be sensitive to the balance between the need for services and the City's ability to raise fees, charges for services, and taxes to support those services.

Revenue Diversification:

The City shall strive to maintain a diversified mix of revenues in order to balance the sources of revenue amongst taxpayers and to provide ongoing stability and predictability in order to handle fluctuations in revenues and better distribute the cost of providing services.

Charges for Services:

As much as is reasonably possible, City services that provide private benefit should be supported by fees and charges in order to provide maximum flexibility in use of general City taxes in meeting the cost of services of a broader public benefit.

1. Charges for services that benefit specific users should recover full costs, to the extent feasible, including all direct costs, and indirect costs, such as operating and maintenance costs, overhead, and charges to capital costs (depreciation and debt service).
2. When consistent with legal requirements and other City interests (such as remaining competitive within the region or meeting other City objectives), a subsidy of a portion of the

costs for non-enterprise activities may be considered.

3. The City shall commit to obtaining or performing a cost of services study no less than once every three years, the result of which shall guide the development or revision of charges for services and the level of cost recovery. Impact Fees shall be reviewed at least every five (5) years as required by the Comprehensive Plan
4. The City will set fees and user charges for each enterprise fund, such as Water/Wastewater and Stormwater, at a level that fully supports the total direct and indirect costs of operation including the cost of annual depreciation of capital costs.

Budget Document Format

The following information provides the reader with a summary of the format and structure of the budget document:

Budget Message and Budget Introduction Information

The budget message reflects the City Manager's perspectives and analysis of key budget issues. Following the budget message is information related to the location, organization, history, strategic priorities and a general overview of the budget process. Frequently Asked Questions about the Budget and Tax Rates is the final section within this group.

BUDGET GRAPHICS AND TRENDS

The budget graphics section contains an overview of this section with graphs summarizing changes in the tax rate and composition of the city's tax base, total budget by fund, fund balance status by fund, position authorization summary and personnel related graphics, General Fund graphics and revenue trends for major operating revenue sources.

Revenue Detail and Expenditure Summaries by Fund

This section of the document provides revenue detail and expenditure summary information for each fund. The section is segregated by fund type. Each fund presents budgeted and actual revenues and expenses for FY 08-09, the adopted or amended budget for FY 09-10, revenue and expense estimates for FY 09-10 and the proposed budget for FY 10-11.

Operating Budgets by Department and Program

This section of the document includes the budget detail for each department and program of the City, consistent with the City's organizational structure. Each program budget displays the following two (2) budget pages:

- **Performance Profile** with program description, performance outcomes and trends and issues.
- **Expenditure and Staffing Summary** with budgeted and actual/estimated expenses for the current and prior fiscal years and the FY 10-11 proposed budget.

Non-Departmental Expenses

This section includes debt service appropriations, future debt service requirements to maturity by bond issue, a summary of contributions to non-profit and other agencies and the 5 Year Capital Improvements Program.

Appendix

The appendix includes a summary of general liability and workers' compensation insurance costs, a glossary of budget terms, and miscellaneous statistical information.

Overview of the Budget Process

Budget Methodology

The development of the Annual Budget is comprised of three major (3) initiatives:

- Strategic Planning and the Financial Trends Outlook
- 5 Year Capital Improvements Program (CIP) development
- Operating Budget preparation

The budget entails a four step process including *preliminary planning and preparation, review, adoption and monitoring.*

Preliminary Planning

Before actual preparation of the operating budgets by City departments, the City Council meets in January/February to review/revise the City's strategic priorities. In March/April Council is provided with a financial trends outlook for the City's three operating funds. In a workshop setting, the City Council reviews and discusses major budget trends and then provides policy direction for preparation of the upcoming fiscal year budget.

Budget Preparation

In January, the 5 Year CIP process is initiated with various Departments. The CIP for the upcoming fiscal year is the only year in which actual funding is appropriated. In this way, the 5 Year CIP also serves as the basis for prioritizing and recommending capital improvements and related funding in the upcoming fiscal year budget. The 5 Year CIP document is completed in May and normally distributed to the City Council one week before the CIP Workshop date. Following distribution of the document, the City Council holds a work session to review and discuss the recommended 5 Year CIP

and provide policy direction regarding funding priorities.

Development of the Annual Operating Budget begins with a budget kickoff meeting in March to review instructions and distribute budget materials. City departments are tasked with three major budget development activities during an approximate 30 day period from mid-March to mid-April:

- **Preparing estimated expenses** for the current fiscal year by program and line item and reporting on the status of Program Performance Outcomes.
- **Review and revision of the current performance profile** and revising of Performance Outcomes for the new budget year.
- **Development of the operating budget request** utilizes the City's on-line budget preparation system. Operating expenditure requests include expenditures necessary to continue the current level of service for a program with allowances for increases in certain fixed/semi-fixed costs such as fuel, electricity, liability insurance and vehicle repairs.

Review and Public Participation

After review by the budget staff, each Department Director and Division Manager meets with the City Manager and Budget Director from late April to mid-May to discuss the budget request, related trends and issues and performance outcomes. Preliminary decisions are made regarding the department requests and the budgets are altered accordingly. The Budget Office and

City Manager review any outstanding issues and determine if the proposed budget expenditures can be funded within projected revenues. If not, further budget adjustments may be required.

The proposed budget document is produced by the Budget Office from mid-May through mid-July and submitted to City Council prior to July 31. Individual meetings with City Council members and at least one work session are held to discuss the City Manager's recommended budget. The City Council then adopts the tentative millage rates prior to August 4 at either a regular or special meeting. The tentative millage rates are submitted to the Seminole County Property Appraiser for placement on the Truth In Millage (TRIM) notification that is mailed to all property owners in August.

In September, two required public hearings are held by the City Council to adopt the proposed millage rates and proposed budget. The new fiscal year starts on October 1 of each year.

Monitoring

All Departments are required to monitor their respective budgets utilizing the City's on-line financial system. Budget status reports are also distributed on a quarterly basis to all Department Directors and Division Managers. These tools are used to ensure that the adopted budget is being adhered to. The Budget Office performs a more comprehensive monitoring of all budgets (revenues and expenses) on a monthly and quarterly basis to identify and explain significant variances.

Budget Amendment Process

The City's adopted financial policies provide guidance for amending the budget as circumstances warrant. Generally, one year-end budget amendment is prepared

following the conclusion of the fiscal year that captures all budget changes and provides formal budget authority that was not included in the adopted budget. Financial policies provide for both an administrative and City Council approval process as follows:

Budget Transfers

Any budget transfer between expenditure accounts that does not increase or decrease the approved total appropriation of a Department within the same fund and is less than \$25,000 shall be reviewed by the Finance Director and approved by the City Manager or designee.

Budget Amendments

Budget Amendments shall be approved by Resolution by a majority vote in the City Council. Budget Amendments must meet the following criteria:

- Greater than \$25,000
- All interfund transfers regardless of the amount
- Recognition of non-budgeted and unanticipated grant revenues received during the fiscal year
- Any increase or decrease in appropriated fund balance
- Any increase or decrease in the total approved appropriation of a fund

BUDGET PROCESS AND CALENDAR FOR THE CITY OF OVIEDO, FLORIDA

The process for preparing and adopting the City’s Annual Budget and levying a property tax rate is conducted in accordance with the provisions of Chapter 200 of the Florida Statutes and the City’s Code of Ordinances. Chapter 200, Florida Statutes, outlines the budget process beginning with the certification of taxable value on or before July 1 by the County Property Appraiser. The setting of the millage rate and budget

involves a formal process otherwise known as “TRIM” (Truth in Millage Act). “TRIM” serves to formalize the tax levying and budget adoption process by requiring a specific method of calculating the tax rate and any increase, the form of notice to property owners, and public hearing and advertisement requirements prior to the adoption of the annual budget and tax rate.

FY 2010-11 Budget Preparation Schedule

February 4	Kickoff meeting and distribution of materials for preparation of Five Year Capital Improvements Program.
March 8	Review Financial trends and property tax reform issues reviewed with City Council.
March 17	Budget kick-off meeting to review budget preparation guidelines with Department Directors and other staff.
May 10 - May 21	Budget review meetings with Departments and City Manager.
June 29	City Council workshop to review General Fund budget and 5 Year Capital Improvements Program.
July 1	Certification of Taxable Value submitted to City by Property Appraiser.
Week of July 19	Budget document provided to Council members and individual briefings held.
July 26	Budget workshop/special meeting with City Council and setting of FY 10-11 tentative millage rates.
Not later than August 4	Notification to Property Appraiser of proposed millage rate, rolled back tax rate, and date, time and place of First Public hearing.
Not later than August 24	Mailing of Notice of Proposed Property Taxes (TRIM notice) by Property Appraiser.
September 9	First Public Hearing to adopt proposed millage rates and budget.
September 20	Second Public Hearing to adopt FY 10-11 millage rates and budget.
October 1	Beginning of Fiscal Year

BUDGET DEVELOPMENT GUIDELINES

Revenues:

1. The General Fund operating budget millage rate will be based on a 96% tax collection rate or a rate that is consistent with prior years' collection trends as computed against the Current Year Gross Taxable Value as shown on Form DR-420 provided to the City by the Seminole County Property Appraiser.
2. Revenue projections for all major non-valorem revenue sources will be based on prudent trend analysis that considers current and projected economic conditions. Budget projections for State-shared revenues will consider State of Florida estimates that are contained in the Local Government Financial Information Handbook as one of several factors for determining final revenue estimates.
3. The City should exercise caution with regard to entering into agreements for one-time revenues that may adversely affect the City's long-term interests or result in future obligations.
4. The use of revenues which have been pledged to bond holders will conform to bond covenants which commit those revenues.
5. In balancing the City's annual budget, the City will balance the General Fund operating budget against current income. If fund balance must be appropriated to balance the budget, no more than three percent (3%) of all General Fund revenue will be comprised of appropriated fund balance and will be targeted to the extent possible against funding one-time capital improvement projects.

Expenditures:

1. The City Council will adopt the annual budget at the fund level, whereas department managers will prepare their respective budgets at the department and program level and allocate appropriations to specific line items.
2. Personal services will be estimated based on collective bargaining provisions governing salary adjustments, whereas salary adjustments for non-bargaining unit employees are based on parameters defined by the City Manager and approved by the City Council.
3. Pension amounts are based on the defined level of funding as determined by the city's actuary and the parameters of the respective pension plans. Health insurance premiums and related benefit contributions to be paid on behalf of City employees will be estimated based on current market conditions that affect annual premium adjustments.

Reserves:

1. The General Fund unappropriated fund balance will be maintained at a minimum equal to fifteen percent (15%) of the annual General Fund budget. Should the undesignated fund balance fall below 15%, the City Council will take necessary steps to replenish the reserve to the 15% target level prior to the close of the following fiscal year.
2. If the ending undesignated fund balance in the General Fund is above 15% of General Fund expenditures at fiscal year end, the City Council may transfer the excess amount above 15% to the any of the non-Water/Sewer Capital Project Funds. The

City Manager will disclose the excess amount, if any, after completion of the financial audit and recommend transfer options for the subsequent fiscal year.

3. In order to provide the resources necessary to ensure continued operations of the City's Water/Wastewater programs should a natural disaster occur or significant changes in the weather pattern, the City shall establish a Working Capital Reserve equal to a minimum of ninety (90) days of the Water/Wastewater operating budget less depreciation, annual debt service and capital expenditures.
4. The City shall maintain a minimum capital reserve balance in the Water/Wastewater Renewal and Replacement Fund equal to 50% of the prior year depreciation expense for plant and equipment.

Capital Improvements Planning Policies

1. The City Manager will annually prepare and update a 5 Year Capital Improvements Program (CIP) to reflect the capital investment needs of the City consistent with the Comprehensive Plan and other master plans approved by the City Council. The 5 Year CIP will focus on projects that have an identified funding source and consistent revenue stream.
2. Capital Improvement Projects will be prioritized for funding in accordance with the following criteria:
 - a) First priority to items which threaten public health or safety;
 - b) Second priority to correcting existing deficiencies of infrastructure and public facilities (with the deficiency measured against adopted levels of service);

- c) Third priority to renew and replacement of obsolete or "worn out" facilities;
- d) Fourth priority to infrastructure and facilities needed to accommodate desired future growth;
- e) Fifth priority to items determined by the City Council to be of citywide benefit.

3. To the extent that capital improvement projects will impact recurring operating expenses and revenues, the impacts will be projected in the 5 Year CIP and will be included as required in the proposed annual operating budget.
4. As part of the 5 Year CIP, a vehicle replacement schedule will be developed and updated annually for a five year period. A separate vehicle replacement fund will be established for the General Fund (to include Stormwater vehicles) and the Water/Wastewater Enterprise Fund.

5. To the extent possible, the City will develop and periodically update master plans for water/wastewater, stormwater, roads and sidewalks and recreational facility improvements. The master plans will serve as the planning tool that will determine CIP priorities and costs for the respective improvements.

Debt Management Policies

1. The City shall maintain a minimum Debt Service Coverage of 110 percent (110%) in the Water/Wastewater fund (income available for debt service divided by the maximum debt service requirement)
2. The City shall review its outstanding debt issues annually for the purpose of determining if the financial marketplace will afford the City the opportunity to

refund and issue and lessen debt service costs.

3. The City will confine long term borrowing to capital improvements which have useful lives exceeding five years and cannot be financed from current revenues or fund equity.
4. The City shall limit debt service on revenue bond debt to no more than ten percent (10%) of General Fund operating revenues.
5. The City shall limit its long term debt (excluding revenue bonds) to no more than three percent (3%) of the gross taxable value of the City.

Budget Amendment Policy

1. Budget Transfers and Amendments

A. Administrative Approval of Intra-departmental Budget Transfers

Any budget transfer between "object categories" (expenditure accounts such as personal services, operating expenses and capital outlay) that does not increase or decrease the approved total appropriation of a Department within the same fund and is less than \$25,000 shall be reviewed by the Finance Director or designee and approved by the City Manager or designee.

B. Council Approval of Budget Amendments

The following budget amendments shall be approved by Resolution by a majority vote of the City Council:

1. Transfers of \$25,000 or more
2. All interfund transfers regardless of the amount

3. Recognition of non-budgeted and unanticipated grant revenues received during the fiscal year.

4. Any increase or decrease in appropriated fund balance.

5. Any increase or decrease in the total approved appropriation of a fund.

Review and Revision:

The Budget Director and the Finance Director shall periodically review and recommend revisions to the comprehensive financial and budgetary policies as may be necessary to ensure ongoing legal compliance and/or to reflect actual or revised practices. The City Manager will recommend revisions to the City Council on a periodic basis as needed.

FY 2010-11

SIGNIFICANT BUDGET ASSUMPTIONS

MAJOR OPERATING REVENUES

PROPERTY TAXES

Description

Property taxes are levied by the City on the taxable value of real and personal property located within the City. Property taxes are the primary source of revenue (approximately 39% of all General Fund revenues) that support the traditional municipal services funded from the General Fund.

Significant Assumptions

Certification of the taxable value is received from the Seminole County Property Appraiser on or about July 1.

- General Fund property tax revenue for upcoming is estimated based on the same millage rate that was adopted for the prior fiscal year or 4.8626 mills. The budget estimate for property tax revenue is as follows:

Prior Year Ad Valorem Proceeds/Adjusted Current year Taxable Value (excludes new construction) = Current Year Rolled Back Rate or $\$10,070,855/\$1,927,080,173 \times 1000 = 5.226$ mills

- The estimated property tax rate for the voted debt service millage levy is based on the principal and interest payment required for the fiscal year less projected interest earnings. The millage levy is calculated as follows: Debt service payment/Gross Taxable Value/.96

UTILITY SERVICES TAX

Description

The Public Service Utility Tax is a local option tax currently set at the maximum rate of 10% on the purchases of electric, water and propane and a 5.56% telecommunication services tax that is passed on to the consumer as authorized by Section 166.231 of the Florida Statutes. All Utility Tax revenue is accounted for in the General Fund.

Significant Assumptions

Projected revenues for the current fiscal year are based on an estimate of prior year revenues plus a growth factor that is derived from historical trends coupled with any proposed rate increases.

FRANCHISE FEES

Description

This category of revenue is comprised of a 6% Franchise Fee assessed against electric, natural gas, solid waste (residential and commercial), propane and sewer. The fee is passed on to the consumer and all Franchise Fee revenue is accounted for in the General Fund.

Significant Assumptions

Projected revenues for the current fiscal year are based on an estimate of prior year revenues plus a growth factor that is derived from historical trends. Franchise Fee revenue forecasts also consider fuel adjustments increases approved for electric utility companies by the Public Service Commission (PSC) and any proposed rate increases.

LOCAL OPTION GAS TAX

Description

The City's share of the 6th Cent gasoline tax levied in Seminole County and shared between the County (63.6% fixed share) and the County's 7 municipalities based on interlocal agreement. Revenue is budgeted in the Transportation Improvements Fund to fund road resurfacing, other road and sidewalk improvements and the City's contribution to the LYNX fixed route and ADA transit system.

Significant Assumptions

Projected revenues for the current fiscal year are based on countywide revenue estimates of \$11 million for the 6th Cent Gas Tax x the City’s allocation factor of 7.8%. The estimate is then adjusted for current revenue trends.

LICENSES AND PERMITS

Description

The primary source of revenue includes Occupational Licenses and Building Permit Fees. Building Permit fees are included in a Special Revenue Fund to account for the direct and indirect costs and related revenues related to the enforcement of the Florida Building Code. Occupational Licenses are remitted to the General Fund as in prior years.

Significant Assumptions

Building Permit revenue projections are based on a continuation of current year trends that is considered as “base” revenue. Added to the base amount are revenues from projects that are expected to reach the permitting and plans review stage next fiscal year. Occupational License revenue assumes 3% growth over the current year estimate.

INTERGOVERNMENTAL REVENUE

Description

Intergovernmental revenue consists primarily of State-shared revenues collected by the State of Florida and remitted back to local governments based on statutory or administratively determined formulas. This category of revenues also includes State and Federal grants.

The predominant source of revenue included in the intergovernmental category includes State Revenue Sharing and the State-Shared Half-Cent Sales Tax. Both revenue sources are used to support general government services funded from the General Fund.

Significant Assumptions

Projected revenues for the current fiscal year for the Half Cent Sales Tax are based on a seasonality projection for the prior year plus a growth rate of 3%. State Revenue Sharing is

based on the prior year estimate with 2% growth assumed. Internal estimates are then compared against the estimates prepared by the *Florida Legislative Committee on Intergovernmental Relations*.

CHARGES FOR SERVICE

Description

Charges for Service are locally generated revenues assessed against users of a particular program or service. The most significant charges for service in terms of revenue production include fees charged for recreation activities, emergency medical transport, school resource officer payments and development related plan review fees. Revenues are remitted to the General Fund and offset a portion of the costs associated with providing the service. Charges for service in the City’s Enterprise Funds include Water and Wastewater fees and Stormwater Utility fees.

Significant Assumptions

Projected revenues for the current fiscal year for Development Application fees assume continuation of the downturn in the real estate market.

Projections for EMS Transport Fees are based on the current year revenue estimate x 3%.

Projections for Recreation Activity fees (excluding concession income) are based on an estimate of prior year revenues that are adjusted for facility/program usage trends. Concession income is based on 70% recovery of budgeted program costs.

Projected revenues for Water and Wastewater and Stormwater Utility fees assume growth of 3% and 2% respectively over the current year estimate. Consumption trends and current growth rates in the customer base are also included in the projection, if applicable.

FINES AND FORFEITURES

Description

Court Fines levied for violations of City ordinances comprise the primary source of revenue in this category. The revenues are remitted back to local governments at varying

percentages and deposited directly into the General Fund to offset the cost of Code Enforcement and Law Enforcement.

Significant Assumptions

Projected revenue for Court Fines assumes no growth over current year estimates. The estimate reflects Florida statutory revisions that have redirected the revenues from criminal traffic cases to fund the State court system.

INTEREST EARNINGS

Description

Interest earned on the City's pooled cash investments that are allocated to various funds based on the prorated share of cash that is invested from each fund.

Significant Assumptions

Revenue estimates consider current and projected economic conditions coupled with projected changes in cash balances in each fund.

INTERFUND TRANSFERS (NON-REVENUES)

Description

Interfund transfers are internal movements of revenue among funds that provide needed sources of financing or reimbursements for expenses (such as indirect costs) incurred on behalf of another fund.

Transfers to the General Fund for indirect costs are based on the prior year amount plus an annual inflation adjustment. The indirect cost calculation is reviewed periodically to ensure reasonableness. Indirect costs are calculated for the Building Services, Transportation Improvements, Water Wastewater Operating and Stormwater Utility Funds.

Transfers to the Vehicle Replacement Fund from the General Fund are calculated for each department or program with assigned vehicles and/or heavy equipment. The transfers provide the revenue necessary to finance the replacement of vehicles in future years. The transfer calculation is currently based on 55% of the annual replacement cost of each vehicle (estimated replacement cost/estimated useful life x .55).

A similar transfer is made from the each program within the Water/Wastewater Operating Fund to the Water/Wastewater Vehicle Replacement Fund at 100% of the estimated annual replacement cost.

The annual transfer amount from the Water/Wastewater Operating Fund to the Water/Wastewater Renewal and Replacement (R&R) Fund is based on an amount equal to 2.5% of water and wastewater revenues from the prior year.

FY 2010-11

SIGNIFICANT BUDGET ASSUMPTIONS

MAJOR OPERATING EXPENDITURES

Significant Assumptions

PERSONAL SERVICES

Description

Personnel costs include salaries, benefits and payroll matching costs for all authorized full and part time employees. Salaries include regular wages, overtime and special pays whereas payroll matching costs include FICA and workers compensation. Benefits funded directly in the budget include required pension contributions and payment of health, long term disability and life insurance premiums.

Significant Assumptions

The budget is predicated on the full (100%) funding of all current and new positions. The budget does not include a factor for turnover or lapse salaries. Wage adjustments and funding of benefits is based on the following factors:

- 0% wage adjustment for all non-union employees.
- 0% wage adjustment for all employees included in the Fire Department (IAFF) collective bargaining agreement.
- 0% wage increase for employees included in Police Department (PBA) collective bargaining units.
- On behalf of each City employee, the City budgets the full cost of Blue Cross/Blue Shield PPO health insurance plus life insurance and long term disability. The FY 10-11 budget includes a 5% increase in health insurance premiums and a 35% subsidy for the cost of dependent health insurance costs.
- The budget includes the required actuarial contribution to fund the Fire and Police defined benefit pension plans. The employer contribution to the 401(A) defined contribution plan for all other City employees is set at the actual matching amount depending

on the employee contribution up to a maximum of 5%.

- The City does not budget for compensated absences.

OTHER OPERATING EXPENSES

Description

Includes recurring and one-time expenditures for purchasing goods and services (such as materials and supplies, utilities, telephone, building repairs, travel and training, fuel and vehicle repairs) that are not classified as personal services or capital outlay and are necessary for a City program to provide services to the public.

Significant Assumptions

Other than inflationary adjustments for fixed costs items such as fuel, electric, liability insurance and vehicle repairs, there are a variety of budget reductions both in personnel costs and operating expenses that were necessary to bridge the budget shortfall.

Fixed costs such as general liability insurance, fuel and electricity are adjusted based on market conditions whereas health insurance costs are based on current year trends and experience for claims liability coupled with estimated renewal costs for reinsurance and administrative costs.

CAPITAL OUTLAY

Description

Those items with per/unit costs of more than \$5,000 such as office equipment or furniture and other equipment with a useful life of one year or more.

Significant Assumptions

Capital outlay items are requested and evaluated on a case by case basis to maintain current service levels or to provide a higher service level. During the budget development process, prior year appropriations are not considered, and therefore, all capital outlay is assumed to begin

at a zero base. All capital outlay is included in the operating budget of a Department or program.

CAPITAL IMPROVEMENTS

Description

Capital Improvements are permanent additions to the City's fixed assets that includes projects such as road improvements, recreation and general facility improvements, replacement and acquisition of vehicles and water/wastewater and stormwater drainage improvements. Capital improvement projects generally have a total value of at least \$25,000 or more, have a minimum useful life of five years, and are included in a separate 5 Year Capital Improvements Program (CIP).

- The CIP serves as the companion to the Capital Improvements Element of the Comprehensive Plan, which outlines capital improvements that are required to maintain adopted levels of service and keep pace with community growth. The 5 Year CIP also is a primary tool for implementing the City's Strategic Priorities

Significant Assumptions

Projects included in the CIP are recommended for funding based on one or more of the following factors:

1. Involves necessary or planned maintenance, renovation or construction of an existing facility, equipment or infrastructure.
2. Reflects a prior multi-year commitment previously approved by the City Council.
3. Enhances the use or appearance of an existing facility or City-maintained public area.
4. Included in a previous Master Plan or conceptual plan previously considered and endorsed or reviewed by the City Council.

DEBT SERVICE

Description

Payments of annual principal and interest on long and short term debt issued by the City. There are no statutory limitations on the amount of debt the City may issue; however, the City's

charter requires a voter approval for all bond issues, lease purchase contracts or any other unfunded multi-year contracts for the purchase of real property or the construction of any capital improvement, the repayment of which extends beyond the end of any fiscal year.

City financial policies limit revenue bond debt to no more than 10% of General Fund operating revenues and General Obligation debt to no more than 3% of the gross taxable value of the City. The City is also required to maintain debt service coverage of at least 110% in the Water/Wastewater Fund.

The City's current debt service obligations include a General Obligation Bond Issue to finance infrastructure improvements of the City's New Town Center, two Water/Sewer revenue bonds, three Public Improvement Revenue Bonds, a State Revolving Loan for reuse expansion and several equipment lease financing obligations.

Significant Assumptions

The annual debt service payments are budgeted in distinct debt service funds that record the required principal and interest payments. The debt service payments are supported by transfers from other funds (General Fund, Impact Fee Funds and Water Wastewater Operating Fund) or by a dedicated property tax levy in the case of the General Obligation Bond Issue.

In FY 10-11, the General Fund will transfer 71.5% of the current year principal and interest requirement to the Revenue Bond Debt Service Fund. The remaining 30% is transferred from several impact fee funds as follows for the FY 11 budget: Fire: 7.9%, Administrative Facilities: 6.7%, Transportation: 5.1%, Recreation: 6.4% and Police: 2.4%.

Basis of Governmental Finance and Fund Structure

Basis of Accounting

Basis of accounting refers to when revenues and expenditures are recognized in the accounts and reported in the financial statements. Basis of accounting also relates to the timing of the measurements made, regardless of the measurement focus. The term measurement in this definition relates to the accounting of revenues and expenditures and how they are grouped for reporting in the City's financial statements.

The City of Oviedo maintains accounting records on a budget basis as well as a GAAP (Generally Accepted Accounting Principles) basis. For financial reporting purposes (not budgeting itself), governmental funds rely on the modified accrual basis of accounting whereas proprietary funds use full accrual. Under the modified accrual basis revenues are recognized when they are both measurable and available and expenditures are recognized when incurred. Under full accrual method revenues are recorded when earned and expenses are recorded when the liability is incurred.

Basis of Budgeting

Annual budgets are adopted on a basis consistent with U.S. generally accepted accounting principles and the City uses a cash basis for budgeting governmental funds. Annual appropriated budgets are adopted for the General, Special Revenue, Debt Service and Enterprise Funds. All operating and capital expenditures and revenues are identified in the budgeting process because of the need for appropriation authority.

The budget is fully reconciled to the accounting system at the beginning of the fiscal year. A number of GAAP (generally accepted accounting principles) adjustments are made to reflect balance sheet requirements and their effect on the budget. These include changes in designations and

recognition of accrued liabilities. Amounts needed for such long term liabilities as future pay off of a accumulated employee vacation and sick leave (i.e. compensated absences) are generally not budgeted but are adjusted or reported for the actual amounts incurred as a result of an employee resignation or retirement.

Internal Control Structure

The internal control structure is designed to provide reasonable, but not absolute, assurance that the government is protected from loss, theft, or misuse and to ensure that adequate accounting data is compiled to allow for the preparation of the annual financial statements in conformity with generally accepted accounting principles. This concept of reasonable assurance recognizes that the costs of a control should not exceed the benefits likely to be derived and the valuation of cost and benefits require estimates and judgment by management. The internal control structure is the responsibility of the Finance Director and City Manager to establish and maintain.

Level of Budgetary Control

Legal budgetary control is maintained at the fund level and expenditures may not exceed budgeted appropriations at this level. Administrative budgetary control is exercised by the City Manager and Department Directors on a department, individual program and fund basis. The City Manager may make transfers of appropriations for operational and personnel expenditures within a program level (i.e., department). Transfers of appropriations between departments and transfers exceeding \$25,000 require City Council approval.

The City also maintains an encumbrance accounting system as one technique of accomplishing budgetary control.

Fund Categories and Types

The City of Oviedo utilizes funds and account groups, each of which is considered a separate accounting entity, to report its financial position and the results of its operations. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues and expenditures or expenses, as appropriate.

For budgeting purposes, all of the funds of the City can be divided into either governmental or proprietary and are summarized as follows:

GOVERNMENTAL

General Fund

The General Fund is the City's primary operating fund that accounts for all financial resources of the general government that fund except those required to be accounted for in another fund. The majority of current operating expenditures for the traditional municipal services of the City other than proprietary fund activities are financed through revenues received by the General Fund.

Special Revenue Funds

Special Revenue Funds account for specific revenue sources that are restricted by law or internal administrative action for specific purposes. Special revenue funds include the various non-water/sewer Impact Fee Funds, Local Option Gas Tax Fund, State and Federal Law Enforcement Trust Funds and Grants Fund.

Debt Service Funds

Debt Service Funds account for the accumulation of resources for and the payment of, principal and interest on certain long-term debt such as revenue bonds and General Obligation bonds.

Capital Project Funds

Capital Project Funds account for financial resources segregated for the acquisition or construction of major capital facilities.

Capital projects funds include the Vehicle Replacement Fund, Local Option Sales Tax Construction Fund, Downtown Infrastructure Construction Fund, Technology Improvements Fund, General Facilities Improvements Fund, and the Recreational Facilities Improvements Fund.

PROPRIETARY

Enterprise Funds

The Water and Sewer Utility Fund is used to account for the City's water and sewer operations, including debt service, capital recovery (i.e. impact fees) and capital improvements (i.e. renewal and replacement).

The Stormwater Utility Fund is used to account for the City's stormwater management operations and drainage capital improvements.

Internal Service Funds

The Medical Insurance Fund is used to account for the City's health, life and long term disability insurance program. This fund was established to better monitor claim costs as for the City's self-insured medical insurance program administered by Blue Cross and Blue Shield of Florida.

Fiduciary Funds

Fiduciary Funds are reported in the City's Comprehensive Annual Financial Report (CAFR) but are not adopted in the budget. Fiduciary Funds are used to account for resources held for the benefit of parties outside the government. The accounting used for fiduciary funds is similar to proprietary funds. Fiduciary funds include pension trust funds for the Police Officers' Retirement Trust Fund and the Firefighters' Pension Trust Fund that accumulate resources for pension benefit payments to the respective qualified public safety employees.

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BUDGET GRAPHICS OVERVIEW

Property Tax Rate and Taxable Value Data

Tax Rate Summary and Taxable Value Data

The **Tax Rate Summary** information compares the current fiscal year millage rates (operating millage rate and voted debt services tax rate) to the previous fiscal year. The Tax Rate Summary also includes the percentage increase (decrease) in Tax Rate compared to the Rolled Back Millage Rate (the tax rate, which produces the same amount of taxes as, levied in the prior year when calculated against the current year's tax base exclusive of new construction).

The Tax Base Data steps the reader through the prior fiscal year's final gross taxable value through to the current year's gross taxable value by breaking out each component of the tax base and showing its increase (decrease).

Gross Taxable Value Seven Year Trend and Composition by Major Property Classification

Both the table and the graph outline data that guides the reader to understand the individual makeup of the tax base. The table shows the City of Ovidio's gross taxable value net change and the composition by classification (residential, commercial, industrial, institutional & agricultural and personal property) for the last seven years. The graph depicts the growth (contraction) in the tax base for each classification.

Proposed Millage Rates of Seminole County's Municipalities and Seven Year Millage Trend

The table outlines Seminole County's seven municipalities proposed millage rates including GOB voted debt. The bar chart provides a graphical representation of the total proposed millage rates by municipality from greatest to least.

The millage rate table depicts the millage rate trend for Fiscal Years 2004-05 through Fiscal Year 2010-11. Included in this table is the rolled back rate for the same time period, the percent of tax increase, the voted debt tax rate and the combined millage rate for each fiscal year.

Property Taxes as Percent of Total Seminole County Tax Bill for Ovidio Property Owners

The data and accompanying pie chart shows the total tax rate that would be paid by a City of Ovidio taxpayer and provides the individual tax rates for each of four taxing agencies including the School Board, Seminole County, City Of Ovidio and the St. Johns Water Management District. The pie chart depicts the percentage of taxes attributed to each taxing agency.

Utility and Solid Waste Rate Comparison among Seminole County Cities

The data table and accompanying bar chart compares/provides a breakdown of water, sewer, solid waste, and stormwater fees charges by each city in Seminole County and by Seminole County Government (for unincorporated area residents). Both the data table and bar graph provide the monthly total paid for all utility fees, combined in ascending order.

**PROPERTY TAX RATE
AND
TAXABLE VALUE DATA**

Summary of Property Tax Rate and
Taxable Value Data

Gross Taxable Value
Seven Year Trend Composition
by Major Property Classification

Proposed Millage Rates of Seminole
County's Municipalities and
Seven Year Millage Rate Trend

Oviedo Share of Total
Seminole County Taxes

Utility and Solid Waste Rate
Comparison among Seminole County
Cities

SUMMARY OF PROPERTY TAX RATE AND TAXABLE VALUE DATA

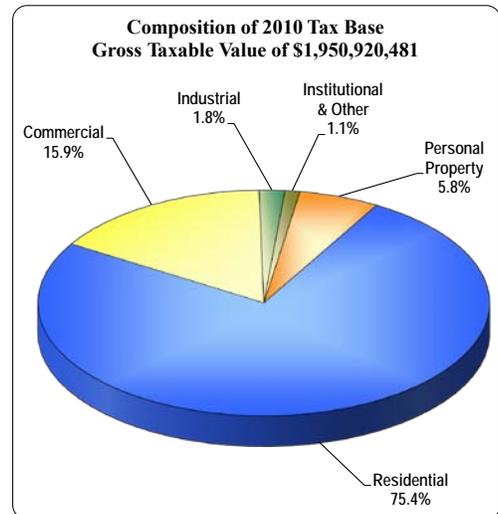
TAX RATE SUMMARY	General Fund	2003 General Obligation Bond Sinking Fund	Combined City Tax Rate
FY 2010-11 Proposed Millage Rate	4.8626	0.2910	5.1536
FY 2010-11 Rolled Back Millage Rate	5.2260	N/A	N/A
FY 2009-10 Adopted Millage Rate	4.8626	0.2732	5.1358
% Increase (Decrease) in Tax Rate Compared to Rolled Back Millage Rate	-6.95%	N/A	N/A
% Increase (Decrease) in Tax Rate Compared to FY 09-10 Adopted Millage Rate	0.00%	6.52%	0.35%

CITY Property Tax Payment: \$175,000 home with \$50K Homestead Exemption*			
- FY 2010-11	\$607.83	\$36.38	\$644.20
- FY 2009-10	\$607.83	\$34.15	\$641.98
INCREASE (DECREASE) OVER FY 2010-11	\$0.00	\$2.23	\$2.23

*Approximately 50% of residential property owners will see a 2.71% increase in their property values due to the statewide Save Our Homes increase. This will result in a \$27 property tax increase for a property with a taxable value of \$129,743 (\$175,000 x 2.71% - \$50,000 Homestead Exemption).

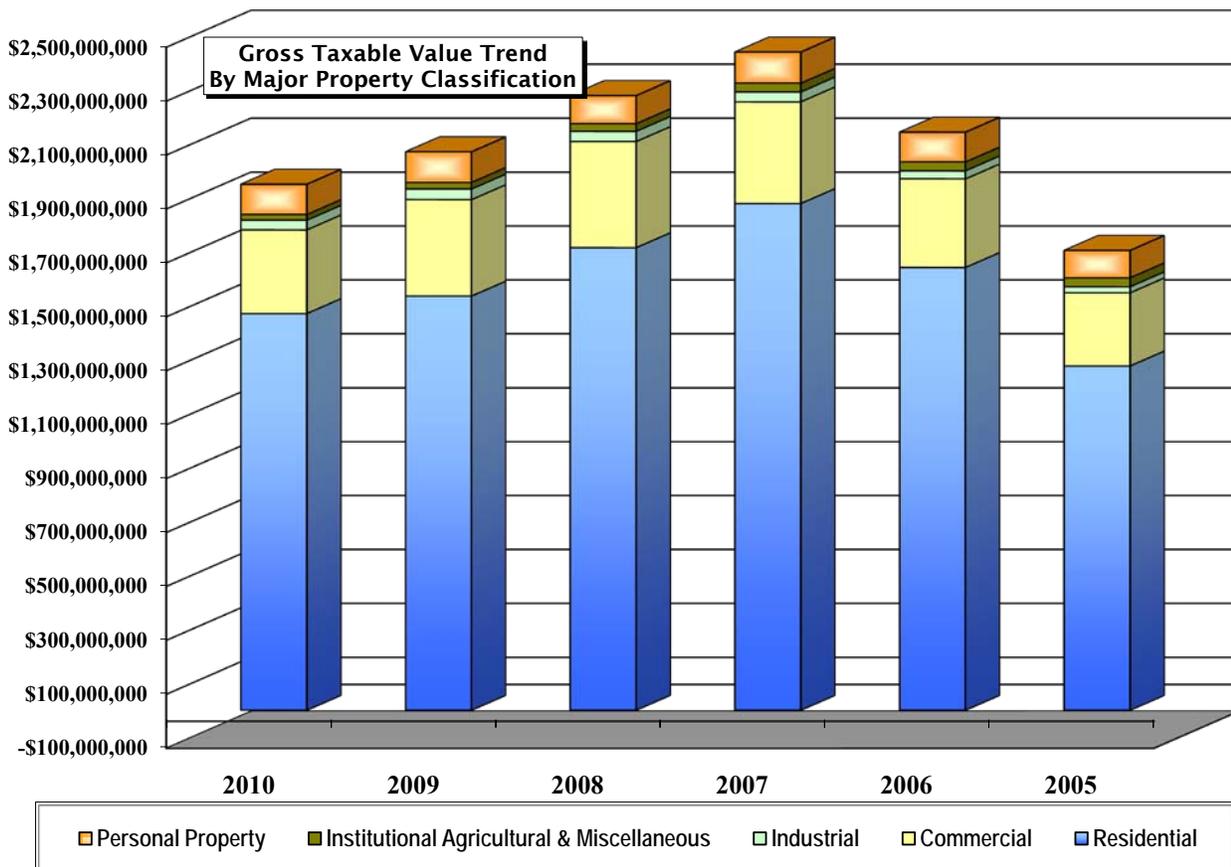
SUMMARY OF TAX BASE DATA FOR 2010 (FY 2010-11)

2009 Final Gross Taxable Value	\$2,071,084,388	
	Added Taxable Value	% Change
New Construction	23,840,308	1.15%
Re-assessment of Existing Properties	(143,046,260)	-6.91%
Personal Property	(957,955)	-0.05%
Tax Base Net Decrease	(\$120,163,907)	-5.80%
2010 Gross Taxable Value (from DR 420)	\$1,950,920,481	



Gross Taxable Value Seven Year Trend and Composition by Major Property Classification

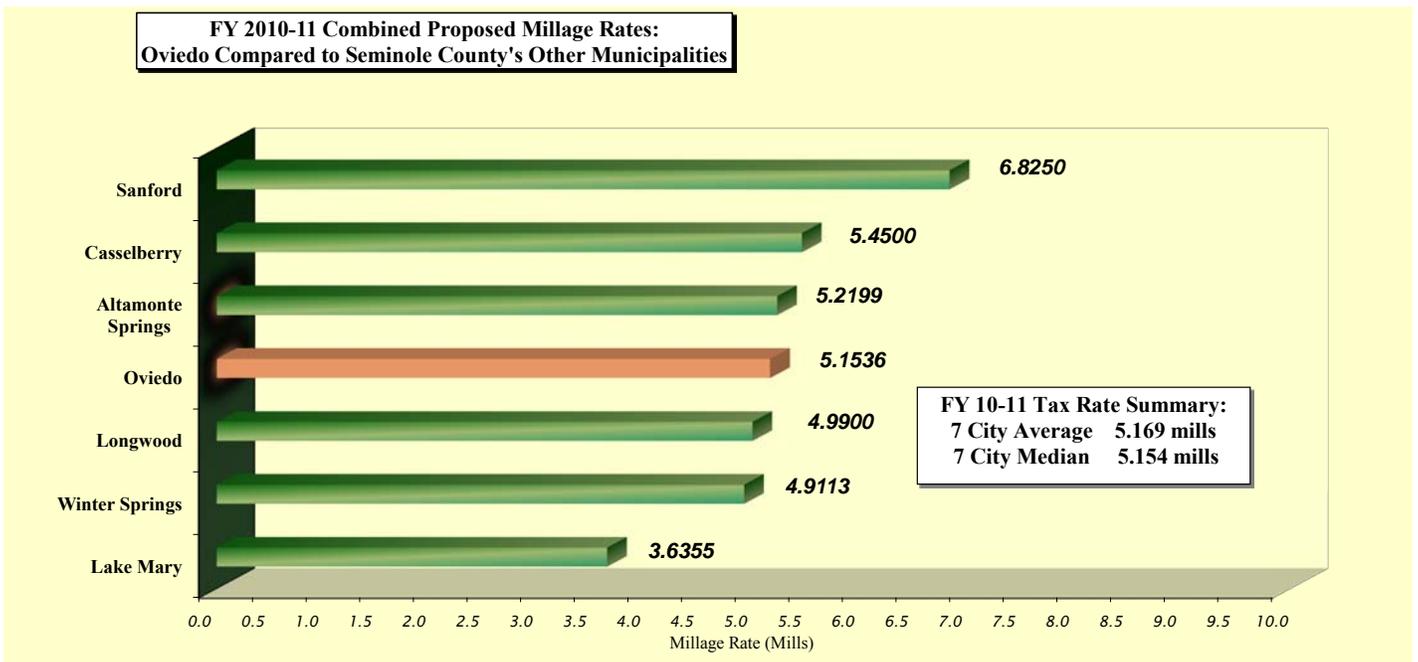
Tax Year	Gross Taxable Value	% Change From Prior Year	Composition by Major Property Classification				
			Residential	Commercial	Industrial	Institutional Agricultural & Miscellaneous	Personal Property
2010	1,950,920,481	-5.80%	1,471,404,335 71.0%	310,458,725 15.0%	35,811,679 1.7%	20,940,072 1.0%	112,305,670 5.4%
2009	2,071,084,388	-9.15%	1,536,328,575 74.2%	357,600,106 17.3%	39,445,721 1.9%	24,446,361 1.2%	113,263,625 5.5%
2008	2,279,582,725	-6.62%	1,715,689,947 75.3%	393,642,640 17.3%	37,760,278 1.7%	28,430,490 1.2%	104,059,370 4.6%
2007	2,441,090,301	13.86%	1,879,506,784 77.0%	377,203,965 15.5%	36,565,902 1.5%	32,281,557 1.3%	115,532,093 4.7%
2006	2,143,914,844	25.72%	1,642,434,917 76.6%	328,507,964 15.3%	29,753,071 1.4%	32,812,823 1.5%	110,406,069 5.1%
2005	1,705,335,450	14.94%	1,277,043,565 74.9%	271,132,942 15.9%	22,737,127 1.3%	33,219,786 1.9%	101,202,030 5.9%
2004	1,483,625,883	10.72%	1,100,304,469 74.2%	246,784,776 16.6%	20,452,609 1.4%	21,201,041 1.4%	94,882,988 6.4%
2003	1,339,997,888	7.26%	972,956,234 72.6%	238,336,697 17.8%	20,635,642 1.5%	24,261,620 1.8%	83,807,695 6.3%



FY 2010-11 Proposed Millage Rates of Seminole County's Municipalities*

CITY	FY 10-11 Proposed Operating Millage Rate	FY 10-11 Rollback Rate	Tax Increase* (Decrease)	GOB Voted Debt	FY 10-11 Combined Proposed Millage Rate	FY 09-10 Combined Adopted Millage Rate
Sanford	6.8250	7.3456	-7.09%	0.0000	6.8250	6.3250
Casselberry	5.4500	6.2830	-13.26%	0.0000	5.4500	5.4500
Altamonte Springs (includes Fire MSTU)	5.2199	5.8596	-10.92%	0.0000	5.2199	4.9651
Oviedo	4.8626	5.2260	-6.95%	0.2910	5.1536	5.1358
Longwood	4.9900	5.6208	-11.22%	0.0000	4.9900	4.9900
Winter Springs (includes Fire MSTU)	4.8013	5.1370	-6.53%	0.1100	4.9113	4.9113
Lake Mary	3.6355	4.1432	-12.25%	0.0000	3.6355	3.6355
<i>Average</i>	<i>5.112</i>			<i>Average</i>	<i>5.169</i>	<i>5.059</i>
<i>Median</i>	<i>5.621</i>			<i>Median</i>	<i>5.154</i>	<i>4.990</i>

*In accordance with State law, the tax increase is calculated as the percentage change over the rolled back tax rate.



**City of Oviedo, Florida
Seven Year Millage Rate Trend
FY 2004-05 through 2010-11**

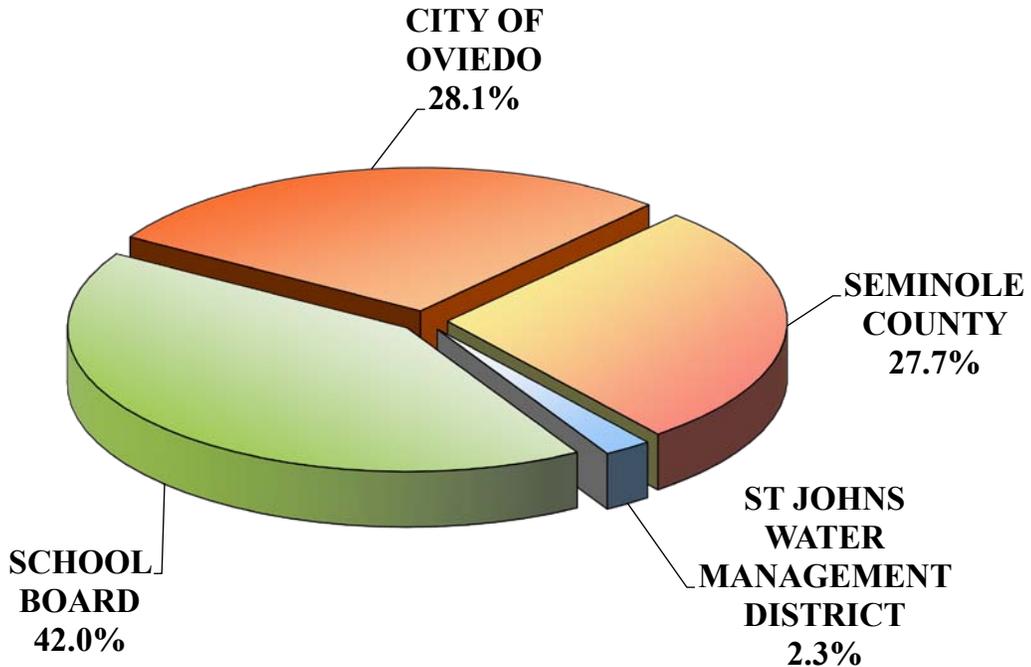
Fiscal Year	General Fund Operating Millage Rate	Rolled Back Rate	Tax Increase (Decrease) (over rolled back rate)	GOB Voted Debt	Combined Millage Rate
2004-05	5.3350	4.9923	6.86%	0.3623	5.6973
2005-06	5.3350	4.7970	11.22%	0.3175	5.6525
2006-07	5.3350	4.4445	20.04%	0.2543	5.5893
2007-08	4.6546	4.8995	-5.00%	0.2169	4.8715
2008-09	4.8626	5.1573	-5.71%	0.2316	5.0942
2009-10	4.8626	5.4332	-10.50%	0.2732	5.1358
2010-11 Proposed	4.8626	5.2260	-6.95%	0.2910	5.1536

FY 2010-11
CITY OF OVIEDO PROPERTY TAXES
AS PERCENT OF TOTAL SEMINOLE COUNTY TAX BILL
AS PROPOSED BY EACH TAXING AUTHORITY

	<i>FY 09-10 Adopted Millage Rate*</i>	<i>FY 10-11 Proposed Millage Rate*</i>	<i>FY 10-11 Percent of Total County Tax Rate</i>
SCHOOL BOARD	7.7230	7.6950	42.0%
CITY OF OVIEDO	5.1358	5.1536	28.1%
SEMINOLE COUNTY	5.0451	5.0700	27.7%
ST JOHNS WATER MANAGEMENT DISTRICT	<u>0.4158</u>	<u>0.4158</u>	2.3%
Total Property Tax Rate (mills)	18.3197	18.3344	100.0%

* 1 mill = \$1 per \$1,000 of assessed taxable value

**2010 City of Oviedo
Property Taxes as Percent
of Total County Property Tax Bill
for Oviedo Property Owners**



**Utility and Solid Waste Rate Comparison
Seminole County Cities
As of October 1, 2010**

<u>City</u>	Water (10K Gal.)	Sewer (10K Gal.)	Solid Waste	Stormwater	Monthly Total
Oviedo*	25.46	58.90 **	20.02	7.00	111.38
Sanford	25.98	55.75	17.32	5.60	104.65
Casselberry	21.42	53.64	18.48	7.00	100.54
Altamonte Springs	28.25	43.09	18.50	5.75	95.59
Winter Springs	15.84	45.60	18.10	5.50	85.04
Lake Mary	14.50	39.60	17.35	3.00	74.45
Longwood	16.40	26.36	19.11	6.00	67.87
Seminole County	20.57	57.85	15.50	0.00	93.92

****City sewer rate is charged to approximately 1,600 of 12,244 water customers**

****Sewer rate for City of Oviedo customers served by Utilities Inc. is \$55.85 for 10,000 gallons.**

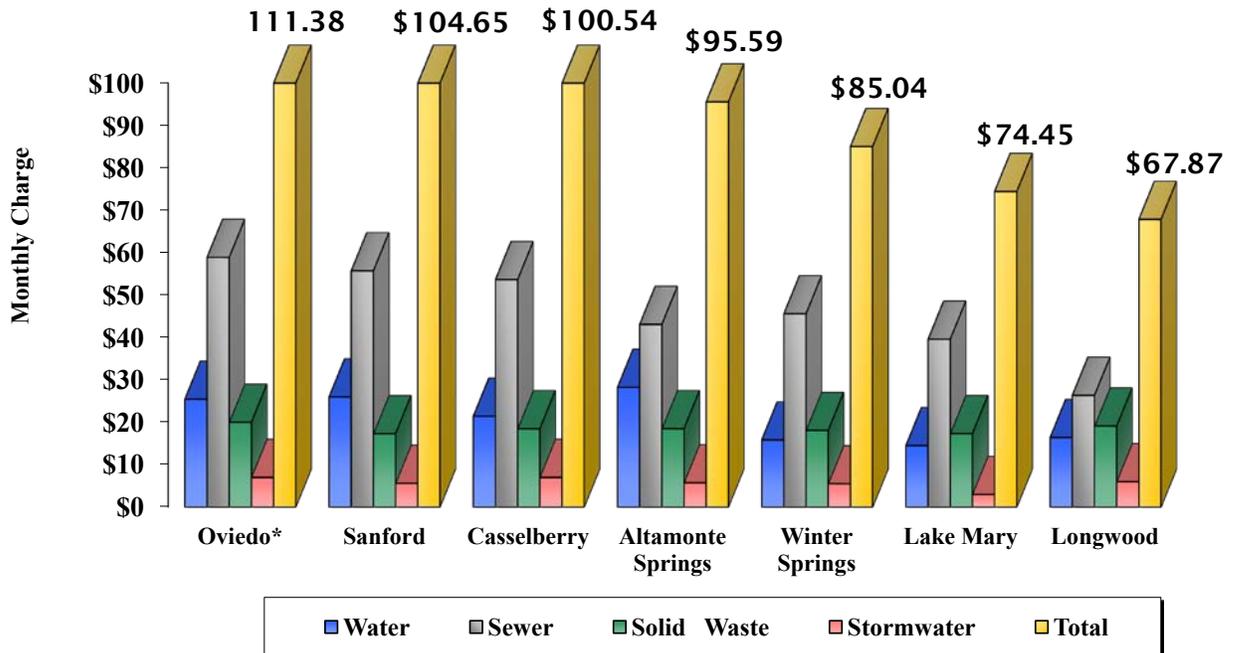
Water/Sewer survey based on inside-city rates for 10,000 gallons consumption.

Refuse rates are for residential collection only. All recycling rates are included in total refuse charge.

Seminole County's stormwater rate is included in millage rate.

Seminole County's water and sewer rates are for the unincorporated areas of the County.

**Utility and Solid Waste Rate Comparison
Among Cities in Seminole County**



TOTAL BUDGET SUMMARY AND GRAPHICS

Budget Comparison By Fund

Fund Balance Overview

Fund Balance Status by Fund

BUDGET COMPARISON BY APPROPRIATED FUND: FY 2009-10 vs. 2010-11

<u>FUND NAME</u>	<u>Adopted Budget FY 09-10</u>	<u>Proposed Budget FY 10-11</u>	<u>FY 09-10 vs. FY 10-11 \$ Incr./ (Decr.)</u>	<u>FY 09-10 vs. FY 10-11 % Incr./ (Decr.)</u>
General Fund (001)	24,595,693	23,661,764	(933,929)	-3.6%
<u>SPECIAL REVENUE FUNDS</u>				
Administrative Impact Fee Fund (101)	143,801	143,668	(133)	-0.1%
Transportation Impact Fee Fund (102)	665,863	569,031	(96,832)	-10.8%
State/Local Law Enforcement Trust Fund (103)	44,740	42,443	(2,297)	-4.2%
Transportation Improvements Fund (105)	1,023,720	921,113	(102,607)	-8.6%
Federal Law Enforcement Trust Fund (106)	89,957	35,000	(54,957)	-57.2%
Police Impact Fee Fund (107)	504,610	327,818	(176,792)	-116.6%
Fire Impact Fee Fund (108)	169,966	168,751	(1,215)	-0.5%
Recreation Impact Fee Fund (109)	208,197	136,853	(71,344)	-30.9%
Solid Waste Fund (115)	2,345,040	2,407,460	62,420	2.4%
Economic Development Fund (116)	407,000	348,500	(58,500)	-15.1%
Building Services Fund (120)	927,870	748,600	(179,270)	-13.2%
Stormwater Utility Fund (138)	<u>2,147,267</u>	<u>2,638,070</u>	<u>490,803</u>	<u>16.5%</u>
Sub Total: Special Revenue Funds	8,678,031	8,487,307	(190,724)	-1.8%
<u>DEBT SERVICE FUNDS</u>				
Public Improvement Rev. Bond Sinking Fund (201)	2,067,920	2,052,465	(15,455)	-0.9%
General Obligation Bond Sinking Fund (203)	551,092	550,091	(1,001)	-0.2%
Lease Financing Fund (205)	<u>378,022</u>	<u>513,044</u>	<u>135,022</u>	<u>40.2%</u>
Sub Total: Debt Service Funds	2,997,034	3,115,600	118,566	4.4%
<u>CAPITAL PROJECT FUNDS</u>				
Vehicle Replacement Fund (302)	1,342,707	395,155	(947,552)	-84.8%
Evans St. Landfill Closure Fund (307)	10,000	12,100	2,100	12.0%
Local Option Sales Tax Construction Fund (309)	1,606,563	1,157,171	(449,392)	-24.9%
Downtown Improvements Construction Fund (318)	392,372	8,110,577	7,718,205	122.8%
Technology Improvements Fund (320)	534,845	131,872	(402,973)	-159.7%
OSC Extention Landfill Closure Fund (327)	28,856	29,354	498	0.0%
General Facilities Improvements Fund (330)	60,000	277,300	217,300	98.8%
2008 Revenue Bond Construction Fund (335)	1,068,500	1,231,543	163,043	3.0%
Recreation Facilities Improvements Fund (340)	<u>412,472</u>	<u>28,000</u>	<u>(384,472)</u>	<u>-94.6%</u>
Sub Total: Capital Project Funds	5,456,315	11,373,072	5,916,757	38.2%

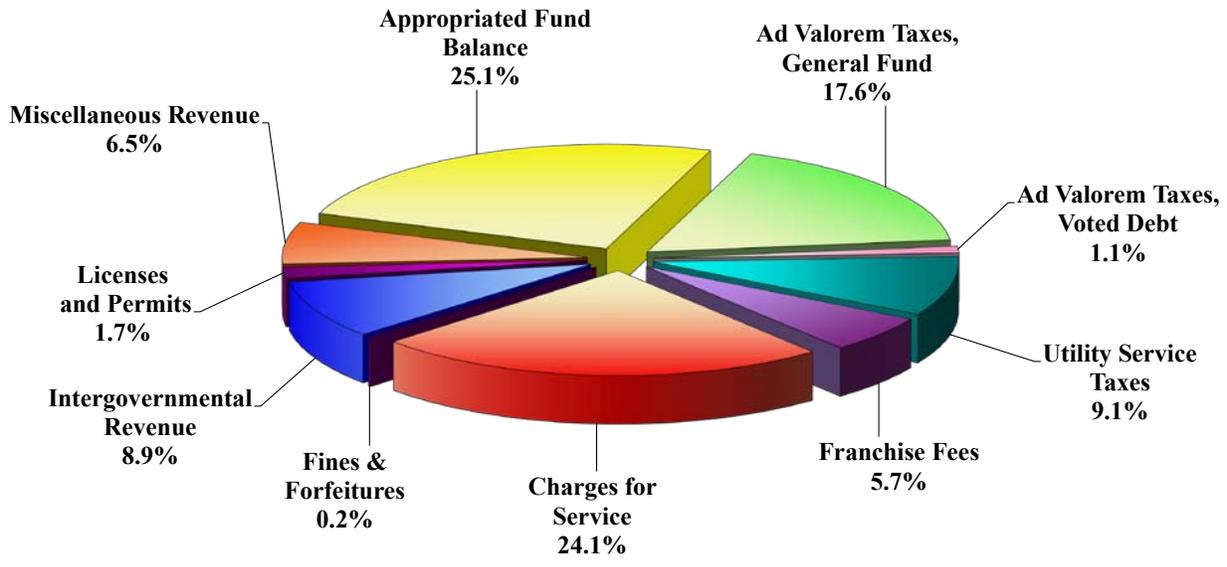
BUDGET COMPARISON BY APPROPRIATED FUND: FY 2009-10 vs. 2010-11

<u>FUND NAME</u>	<u>Adopted Budget FY 09-10</u>	<u>Proposed Budget FY 10-11</u>	<u>FY 09-10 vs. FY 10-11 \$ Incr./ (Decr.)</u>	<u>FY 09-10 vs. FY 10-11 % Incr./ (Decr.)</u>
<u>ENTERPRISE FUNDS</u>				
Water/Sewer Utility Operating Fund (401)	6,663,750	6,243,221	(420,529)	-6.8%
Reclaimed Water Construction Fund (402)	2,354,710	1,383,660	(971,050)	-53.6%
Utility Sinking Fund (403)	1,521,454	1,806,083	284,629	11.2%
Utility Renewal & Replacement Fund (406)	578,150	190,692	(387,458)	-29.0%
Vehicle and Equipment Replacement Fund (407)	84,790	102,345	17,555	22.8%
Water System Impact Fee Fund (408)	588,020	716,416	128,396	3.1%
Wastewater System Impact Fee Fund (409)	124,790	90,878	(33,912)	-7.4%
2007 Utility Rev. Note Construction Fund (415)	<u>3,045,817</u>	<u>371,991</u>	<u>(2,673,826)</u>	<u>0.0%</u>
Sub Total: Enterprise Funds	14,961,481	10,905,286	(4,056,195)	-24.4%
<u>INTERNAL SERVICE FUNDS</u>				
Medical Insurance Fund (510)	<u>3,445,432</u>	<u>3,022,844</u>	<u>(422,588)</u>	<u>-12.2%</u>
TOTAL BUDGET APPROPRIATION	<u>60,133,986</u>	<u>60,565,873</u>	<u>431,887</u>	<u>0.6%</u>
Less:				
Interfund Transfers (all funds combined)	(6,514,404)	(6,974,553)	(460,149)	5.4%
Internal Service Charges (Medical Insurance Fund)	<u>(1,808,468)</u>	<u>(1,780,395)</u>	<u>28,073</u>	<u>-1.4%</u>
Sub Total	(8,322,872)	(8,754,948)	(432,076)	4.1%
TOTAL NET BUDGET	<u>51,811,114</u>	<u>51,810,925</u>	<u>(189)</u>	<u>0.0%</u>

**CITY OF OVIEDO, FLORIDA
BUDGET SUMMARY
FISCAL YEAR 2010 - 2011**

	Millage Per \$1,000	General Fund	Special Revenue Funds	Debt Service Funds	Capital Project Funds	Enterprise Funds	Internal Service Funds	Total All Funds
<u>BUDGETED REVENUES</u>								
Ad Valorem Taxes, General Fund	4.8626	\$ 9,117,084	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 9,117,084
Ad Valorem Taxes, Voted Debt	0.2910	0	0	545,091	0	0	0	545,091
Utility Service Taxes		4,737,540	0	0	0	0	0	4,737,540
Franchise Fees		2,961,230	0	0	0	0	0	2,961,230
Charges for Service		2,120,222	3,905,490	0	0	6,061,011	395,063	12,481,786
Fines and Forfeitures		69,980	20,000	0	0	0	0	89,980
Intergovernmental Revenue		2,707,754	867,488	0	1,057,171	0	0	4,632,413
Licenses and Permits		151,197	748,000	0	0	0	0	899,197
Miscellaneous Revenue		301,463	768,430	5,000	266,000	1,861,170	154,562	3,356,625
TOTAL OPERATING INCOME	5.1536	22,166,470	6,309,408	550,091	1,323,171	7,922,181	549,625	38,820,946
Interfund Transfers		1,256,721	34,513	2,564,990	458,509	2,059,820	600,000	6,974,553
Internal Service Fund Charges		0	0	0	0	0	1,780,395	1,780,395
Appropriated Fund Balance		238,573	2,143,386	520	9,591,392	923,285	92,824	12,989,980
TOTAL NON-REVENUES		1,495,294	2,177,899	2,565,510	10,049,901	2,983,105	2,473,219	21,744,928
TOTAL BUDGETED REVENUES AND FUND BALANCES		<u>\$ 23,661,764</u>	<u>\$ 8,487,307</u>	<u>\$ 3,115,600</u>	<u>\$ 11,373,072</u>	<u>\$ 10,905,286</u>	<u>\$ 3,022,844</u>	<u>\$ 60,565,873</u>

**Composition of FY 2010-11
Operating Revenues: \$51,810,925
(Net of Interfund Transfers & Internal Service Charges)**

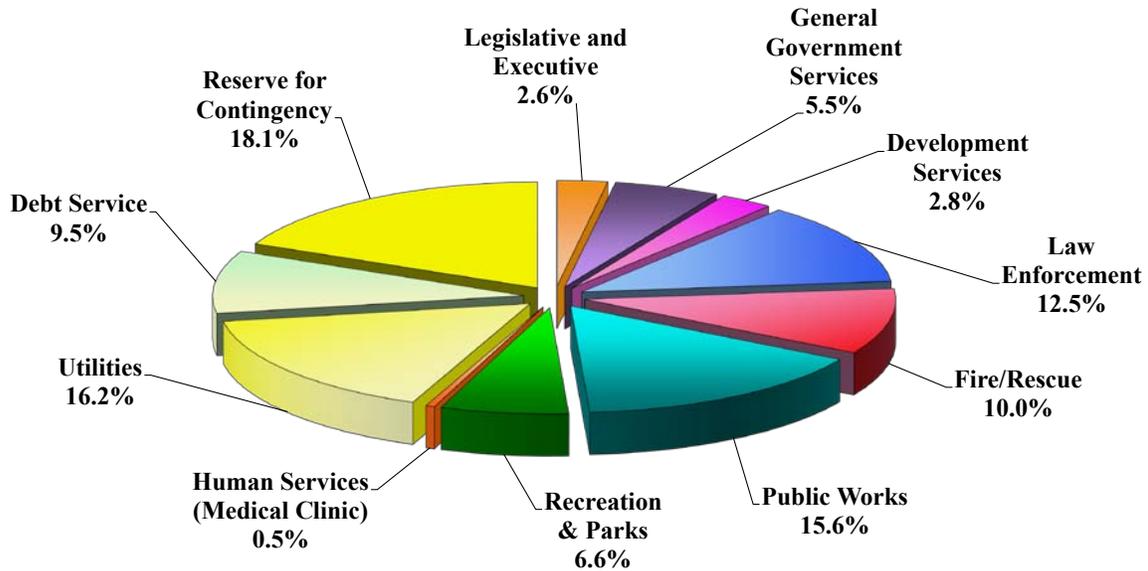


Percentages are calculated against budget of \$51,810,925 which is net of interfund transfers and internal service charges.

**CITY OF OVIEDO, FLORIDA
BUDGET SUMMARY
FISCAL YEAR 2010 - 2011**

	Millage Per \$1,000	General Fund	Special Revenue Funds	Debt Service Funds	Capital Project Funds	Enterprise Funds	Internal Service Funds	Total All Funds
<u>BUDGETED EXPENDITURES</u>								
Legislative and Executive		\$ 1,011,485	\$ 348,500	\$ 0	\$ 0	\$ 0	\$ 0	\$ 1,359,985
General Government Services		1,864,935	0	0	131,872	0	862,217	2,859,024
Development Services		817,648	626,941	0	0	0	0	1,444,589
Law Enforcement		6,138,025	315,803	0	0	0	0	6,453,828
Fire and Rescue		5,007,707	0	0	175,000	0	0	5,182,707
Public Works		2,970,442	3,412,230	0	1,717,900	0	0	8,100,572
Parks and Recreation		3,389,907	0	0	53,000	0	0	3,442,907
Human Services		0	0	0	0	0	239,645	239,645
Utilities		0	2,329,358	0	0	6,058,852	0	8,388,210
Debt Service		0	0	3,115,600	0	1,806,083	17,228	4,938,911
TOTAL OPERATING EXPENDITURES		21,200,149	7,032,832	3,115,600	2,077,772	7,864,935	1,119,090	42,410,378
Interfund Transfers		2,461,615	1,391,062	0	244,323	2,854,194	23,359	6,974,553
Internal Service Fund Expenses		0	0	0	0	0	1,780,395	1,780,395
Reserve for Contingency		0	63,413	0	9,050,977	186,157	100,000	9,400,547
TOTAL NON-EXPENDITURES		2,461,615	1,454,475	0	9,295,300	3,040,351	1,903,754	18,155,495
TOTAL APPROPRIATED EXPENDITURES AND RESERVES		\$ 23,661,764	\$ 8,487,307	\$ 3,115,600	\$ 11,373,072	\$ 10,905,286	\$ 3,022,844	\$ 60,565,873

**Composition of FY 2010-11
Operating Expenditures: \$51,810,925
(Net of Interfund Transfers & Internal Service Charges)**



Percentages are calculated against budget of \$51,810,925 which is net of interfund transfers and internal services costs.

FUND BALANCE OVERVIEW

Fund balance – otherwise known as fund equity – is the assets of a fund minus its liabilities. Generally in non-enterprise funds it represents the surplus of income over expenditures within a fund that is carried over from prior years and may be appropriated in the budget to support anticipated expenditures, although designated or restricted fund balance can only be appropriated for a specific use. The fund balance/retained earnings information on the following two pages presents a summary listing of the cash balance for each fund (exclusive of pension and trust funds) at September 30, 2009 and the estimated cash balance at September 30, 2010.

GENERAL FUND

The target reserve set by the City Council is to retain an undesignated fund balance equal to 15% of budgeted General Fund expenditures. The undesignated fund balance allows the City to withstand severe economic downturns, respond to emergencies and natural disasters and provide a measure of financial flexibility. At September 30, 2009, the “reserve” level was at 15.7% or \$3,866,000. Based on year-end revenue and expense estimates for FY 09-10, expenses are projected to exceed revenues by approximately \$235,000. Consequently, the ending fund balance for economic uncertainties at September 30, 2010 will decline to 15.4% of FY 10-11 expenditures or \$3,631,000 million.

SPECIAL REVENUE FUNDS

There are no fund balance requirements for Special Revenue Funds. Because these funds account for the receipts from revenue sources that are in most cases legally restricted for specific activities, the fund balance is similarly restricted.

CAPITAL PROJECT FUNDS

There are no fund balance requirements for Capital Project Funds. The fund balance is normally appropriated to complete projects from the prior fiscal year, or if undesignated, to fund new capital improvement projects. In the case of the Vehicle Replacement Fund, the fund balance is needed to meet future vehicle replacement needs as identified in the vehicle replacement schedule.

DEBT SERVICE FUNDS

There is no bond covenant requiring a minimum reserve requirement as is found in water and sewer sinking funds. If fund balance does accumulate in any of the City’s General Obligation Bond sinking funds, it may be appropriated, thereby reducing the required tax rate necessary to retire debt.

ENTERPRISE FUNDS

The retained earnings in the *Water and Sewer Utility Funds* on the following pages represent equity and pooled cash net of fund liabilities. In the Comprehensive Annual Financial Report (CAFR) the retained earnings is consolidated for all water and sewer funds in accordance with generally accepted accounting principles. In the budget, however, the water and sewer funds are presented separately on a cash basis. The retained earnings in the debt service and impact fee funds are legally restricted. The 1996 and 2003 Revenue Bond Sinking Fund must maintain a cash reserve of \$182,000 as required by bond covenants. Any reserve in the Impact Fee Funds is exclusively designated to fund the future expansion of the utility system. The reserve in the Renewal and Replacement Fund is needed to fund current and future year’s (non-capacity expansion) capital improvements to adequately maintain the utility system. The City’s financial policies require an operating fund reserve level, in the Water Utility, that provides 25% or 90 days of cash. This will allow the Utility to meet working capital needs, provide a reserve for unforeseen repairs to the system and to withstand any significant economic downturns or increases in operating costs. The cash position at September 30, 2010 is projected at \$1,216,000 or approximately 80 days of operating and debt service expenses. This is equal to a reserve level of 21.7% reserve compared to the 25% minimum as required by City financial policies.

FUND BALANCE STATUS BY FUND

<u>Fund Category/Name</u>	<u>Beginning Fund Balance at 10/01/09</u>	<u>Projected FY 09-10 Revenues</u>	<u>Projected FY 09-10 Expenses</u>	<u>Increase (Decrease)</u>	<u>Projected Ending Fund Balance at 9/30/10</u>
General Fund (001)					
Undesignated (for economic uncertainties)	3,866,086	23,813,536	(24,048,330)	(234,794)	3,631,292
<i>Designated or Reserved</i>					
Prepaid Items	58,558	0	(58,558)	(58,558)	0
Land Bank	22,647	0	0	0	22,647
Law Enforcement	4,461	0	0	0	4,461
Law Enforcement Donations	9,595	0	0	0	9,595
Law Enforcement Education	<u>37,090</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>37,090</u>
Sub Total: General Fund	3,998,437	23,813,536	(24,106,888)	(293,352)	3,705,085
Special Revenue Funds					
Administrative Impact Fee Fund (101)	202,035	103,705	(99,157)	4,548	206,583
Transportation Impact Fee Fund (102)	3,798,661	341,145	(154,575)	186,570	3,985,231
State Law Enforcement Trust Fund (103)	45,012	33,376	(42,888)	(9,512)	35,500
Transportation Improvements Fund (LOGT) (105)	100,488	2,137,164	(2,151,620)	(14,456)	86,032
Federal Law Enforcement Trust Fund (106)	324,336	44,967	(102,024)	(57,057)	267,279
Police Impact Fee Fund (107)	594,051	50,301	(104,137)	(53,836)	540,215
Fire Impact Fee Fund (108)	411,643	96,778	(169,966)	(73,188)	338,455
Recreation Impact Fee Fund (109)	279,930	201,787	(200,554)	1,233	281,163
Solid Waste Fund (115)	66,645	2,536,688	(2,474,653)	62,035	128,680
Economic Development Fund (116)	681,712	9,866	(131,792)	(121,926)	559,786
Building Services Fund (120)	21,070	752,277	(759,249)	(6,972)	14,098
Stormwater Fund (138)	<u>1,751,904</u>	<u>1,530,605</u>	<u>(1,343,500)</u>	<u>187,105</u>	<u>1,939,009</u>
Sub Total: Special Revenue Funds	8,277,488	7,838,659	(7,734,115)	104,544	8,382,032
Debt Service Funds					
Public Improvement Revenue Bonds (201)	2,213	1,953,119	(1,954,812)	(1,693)	520
General Obligation Bonds (203)	5,869	548,817	(551,092)	(2,275)	3,594
Lease Financing Fund (205)	14	<u>248,268</u>	<u>(248,268)</u>	0	14
Sub Total: Debt Service Funds	8,096	2,750,204	(2,754,172)	(3,968)	4,128
Capital Project Funds					
Vehicle/Equipment Replacement Fund (302)	418,633	1,295,659	(1,218,524)	77,135	495,768
Evans St. Landfill Closure Fund (307)	37,521	784	(21,100)	(20,316)	17,205
Local Option Sales Tax Construction Fund (309)	3,394,879	1,242,494	(283,322)	959,172	4,354,051
Downtown Improvements Construction Fund (318)	7,883,808	135,234	(58,465)	76,769	7,960,577
Technology Improvements Fund (320)	301,031	50,000	(242,749)	(192,749)	108,282
OSC Ext. Landfill Closure Fund (327)	17,061	27,668	(11,500)	16,168	33,229
General Facilities Improvements Fund (330)	308,979	1,143,033	(1,114,955)	28,078	337,057
2008 Revenue Bond Construction Fund (335)	49	1,332,518	(101,024)	1,231,494	1,231,543
Recreation Facilities Improvements Fund (340)	<u>281,693</u>	<u>188,946</u>	<u>(393,178)</u>	<u>(204,232)</u>	<u>77,461</u>
Sub Total: Capital Project Funds	12,643,653	5,416,336	(3,444,817)	1,971,519	14,615,172

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FUND BALANCE STATUS BY FUND

<u>Fund Category/Name</u>	<u>Beginning Fund Balance at 10/01/09</u>	<u>Projected FY 09-10 Revenues</u>	<u>Projected FY 09-10 Expenses</u>	<u>Increase (Decrease)</u>	<u>Projected Ending Fund Balance at 9/30/10</u>
<u>ENTERPRISE FUNDS</u>					
<u>Water/Wastewater Funds</u>					
Water/Wastewater Operating Fund (401)	1,187,389	7,027,617	(6,999,268)	28,349	1,215,738
Reuse Water System Expansion Fund (402)	(665,423)	1,496,590	(831,000)	665,590	167
Utility Revenue Bond Sinking Fund (403)	704,610	1,844,046	(2,366,790)	(522,744)	181,866
Renewal and Replacement Fund (406)	1,346,292	3,234,184	(2,945,248)	288,936	1,635,228
Vehicle and Equipment Replacement Fund (407)	236,237	65,964	(18,657)	47,307	283,544
Water System Impact Fee Fund (408)	1,655,029	104,364	(732,791)	(628,427)	1,026,602
Wastewater System Impact Fee Fund (409)	700,066	52,231	(77,806)	(25,575)	674,491
2007 Series Rev. Bonds Construction Fund (415)	<u>2,911,111</u>	<u>47,790</u>	<u>(2,431,442)</u>	<u>(2,383,652)</u>	<u>527,459</u>
Sub-Total: Water/Wastewater Funds	8,075,312	13,872,786	(16,403,002)	(2,530,216)	5,545,096
Sub Total: Enterprise Funds	8,075,312	13,872,786	(16,403,002)	(2,530,216)	5,545,096
<u>Internal Service Funds</u>					
Medical Insurance Fund (510)	<u>975,569</u>	<u>2,799,218</u>	<u>(2,907,103)</u>	<u>(107,885)</u>	<u>867,684</u>
TOTAL FUND BALANCES	<u>33,978,556</u>	<u>56,490,739</u>	<u>(57,350,097)</u>	<u>(859,358)</u>	<u>33,119,198</u>

**POSITION
AUTHORIZATION
SUMMARY**

Authorized Positions by
Department and Program

Positions per 1,000 Population

Composition of Personnel
Costs (5 year trend)

POSITION AUTHORIZATION SUMMARY FY 05-06 Through FY 10-11

	<u>FY 05-06</u> <u>Budget</u>	<u>FY 06-07</u> <u>Amended</u> <u>Budget</u>	<u>FY 07-08</u> <u>Budget</u>	<u>FY 08-09</u> <u>Budget</u>	<u>FY 09-10</u> <u>Amended</u> <u>Budget</u>	<u>FY 10-11</u> <u>Budget</u>
<u>Legislative and Executive Services</u>						
City Manager	2.75	2.75	2.75	2.75	2.75	2.50
City Clerk	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>	<u>2.63</u>
Total: Legislative and Exec. Services	5.75	5.75	5.75	5.75	5.75	5.13
<u>Administrative and Support Services</u>						
Human Resources	4.00	5.00	5.00	6.00	4.38	3.75
Public Information Office	1.00	1.00	1.00	0.00	0.50	1.30
Finance and Accounting	6.30	6.30	6.30	6.30	5.80	5.55
Purchasing	1.00	1.00	1.00	1.00	1.00	1.00
Information Technology	4.00	4.00	6.00	6.00	5.72	5.66
Budget Office	<u>2.25</u>	<u>2.25</u>	<u>2.25</u>	<u>2.25</u>	<u>1.75</u>	<u>0.00</u>
Total: Admin. and Support Services	18.55	19.55	21.55	21.55	19.15	17.26
<u>Development Services</u>						
Administration	2.00	2.00	2.00	2.00	2.00	1.00
Comprehensive Planning	5.50	5.50	5.50	3.50	2.50	2.00
Development Review	6.50	7.25	5.50	6.50	3.50	2.00
Economic Development	0.00	1.00	0.00	0.00	0.00	0.00
Building Services	11.00	11.00	13.50	13.50	0.00	0.00
Zoning	6.00	6.00	2.50	2.50	2.00	2.00
Code Enforcement	<u>2.75</u>	<u>3.75</u>	<u>3.75</u>	<u>3.75</u>	<u>3.75</u>	<u>3.75</u>
Total: Development Services	33.75	36.50	32.75	31.75	13.75	10.75
<u>Public Works Department</u>						
<u>Administration</u>						
Administration	3.50	3.50	3.50	2.00	3.50	3.50
Engineering Services	7.50	9.00	9.00	8.00	6.75	4.75
Stormwater Admin., Engineering, & Permitting	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1.00</u>	<u>1.25</u>	<u>1.25</u>
Sub-Total: Public Works Administration	11.00	12.50	12.50	11.00	11.50	9.50
<u>Operations & Maintenance</u>						
Fleet Maintenance	2.00	5.00	5.00	4.50	3.00	3.00
Landscaping and ROW Maintenance	8.00	8.00	8.00	10.00	9.00	1.00
Streets and Sidewalk Maintenance	8.75	10.75	10.75	11.50	8.00	10.00
Stormwater Maintenance	<u>7.00</u>	<u>9.00</u>	<u>9.00</u>	<u>9.50</u>	<u>9.00</u>	<u>9.00</u>
Sub-Total: Public Works Operations & Maint.	25.75	32.75	32.75	35.50	29.00	23.00
<u>Water and Wastewater Utility</u>						
Administration	4.00	3.50	3.50	2.50	2.50	2.50
Water Conservation	0.00	0.00	0.00	1.00	1.00	1.00
Utility Billing and Customer Service	5.70	5.70	5.70	5.70	6.20	5.45
Water Production	11.00	11.00	10.00	9.00	7.00	7.00
Water Distribution and Maintenance	9.00	9.00	7.00	6.00	6.00	6.00
Cross Connection and Control	3.00	3.00	3.00	3.00	2.00	2.00
Wastewater Collection and Reuse Distribution	<u>1.00</u>	<u>1.00</u>	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>
Sub-Total: Utilities	33.70	33.20	32.20	30.20	27.70	26.95
Total: Public Works Department	70.45	78.45	77.45	76.70	68.20	59.45

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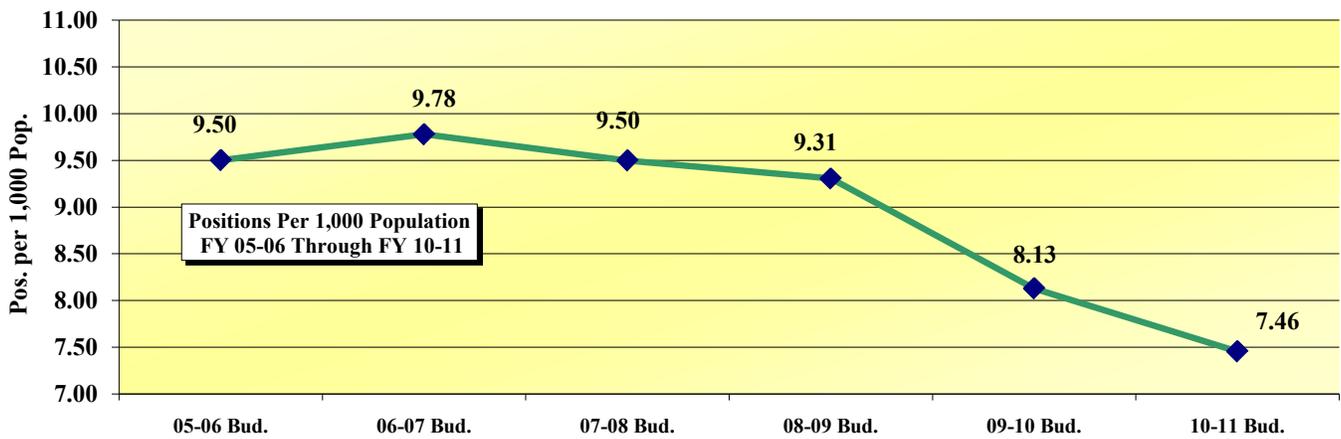
POSITION AUTHORIZATION SUMMARY FY 05-06 Through FY 10-11

	<u>FY 05-06</u> <u>Budget</u>	<u>FY 06-07</u> <u>Amended</u> <u>Budget</u>	<u>FY 07-08</u> <u>Budget</u>	<u>FY 08-09</u> <u>Budget</u>	<u>FY 09-10</u> <u>Amended</u> <u>Budget</u>	<u>FY 10-11</u> <u>Budget</u>
<u>Fire Department</u>						
Administration	2.00	2.00	2.00	2.00	2.00	1.80
Rescue and Suppression	46.00	46.00	46.00	46.00	46.50	46.00
Fire Prevention	2.00	2.00	2.00	2.00	2.00	2.00
Training	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
Total: Fire Department	51.00	51.00	51.00	51.00	51.50	50.80
<u>Police Department</u>						
Administration	6.50	6.00	5.00	5.00	4.00	3.80
Community Policing/Patrol	37.00	40.00	40.00	39.00	38.00	39.00
Communications/Records	13.50	14.00	14.00	14.00	13.00	12.75
Community Relations	8.50	8.50	9.00	9.00	8.00	7.75
Criminal Investigations	0.00	0.00	6.50	6.50	7.50	7.75
Community Response Team	14.50	14.50	6.50	6.50	7.50	6.75
Training	<u>0.00</u>	<u>0.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>1.00</u>
Total: Police Department	80.00	83.00	83.00	82.00	80.00	78.80
<u>Recreation & Parks Department</u>						
<u>Administration and Maintenance</u>						
Administration/Special Events	5.00	3.00	3.00	4.00	3.00	3.00
Athletic Field Maintenance	18.75	18.75	18.00	12.00	13.30	13.30
Recreation Facility Maintenance	0.00	0.00	0.00	5.75	3.55	3.55
General Facility Maintenance	<u>5.25</u>	<u>5.25</u>	<u>5.25</u>	<u>5.50</u>	<u>5.50</u>	<u>3.50</u>
Sub-Total: Rec. & Parks: Admin. & Maint.	29.00	27.00	26.25	27.25	25.35	23.35
<u>Recreation Programming</u>						
Riverside Recreational Programs	1.00	3.00	4.00	3.00	3.55	3.55
Athletic Programs	3.00	3.00	2.00	2.00	2.00	2.00
Riverside Aquatics	1.00	2.25	2.25	2.25	2.25	2.25
Youth and Senior Programs	1.00	1.00	1.00	1.00	0.00	0.00
Concessions	1.00	1.00	1.00	1.00	1.00	1.00
Gymnasium	5.00	5.50	6.25	3.50	5.00	5.00
Oviedo Blvd. Aquatics	2.00	3.25	2.25	2.25	1.25	1.25
Skateboard Park	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>2.50</u>	<u>2.50</u>
Sub-Total: Recreation Programming	15.00	20.00	19.75	16.00	17.55	17.55
Total: Recreation and Parks Department	44.00	47.00	46.00	43.25	42.90	40.90
Total: Full Time and Regular Part Time	303.50	321.25	317.50	312.00	281.25	263.09
Other Seasonal and Temporary Employees	<u>32.26</u>	<u>28.73</u>	<u>27.10</u>	<u>21.18</u>	<u>19.29</u>	<u>18.89</u>
Total Positions	<u>335.76</u>	<u>349.98</u>	<u>344.60</u>	<u>333.18</u>	<u>300.54</u>	<u>281.98</u>

POSITION AUTHORIZATION SUMMARY
FY 05-06 Through FY 10-11

	<u>FY 05-06</u> <u>Budget</u>	<u>FY 06-07</u> <u>Amended</u> <u>Budget</u>	<u>FY 07-08</u> <u>Budget</u>	<u>FY 08-09</u> <u>Budget</u>	<u>FY 09-10</u> <u>Amended</u> <u>Budget</u>	<u>FY 10-11</u> <u>Budget</u>
TOTAL AUTHORIZED POSITIONS	303.50	321.25	317.50	312.00	281.25	263.09
<i>Note: Number of authorized positions and positions per 1,000 population exclude seasonal and temporary employees.</i>						
Positions Per 1,000 Population	9.50	9.78	9.50	9.31	8.13	7.46
Oviedo Population*	31,946	32,855	33,431	33,529	34,595	35,289

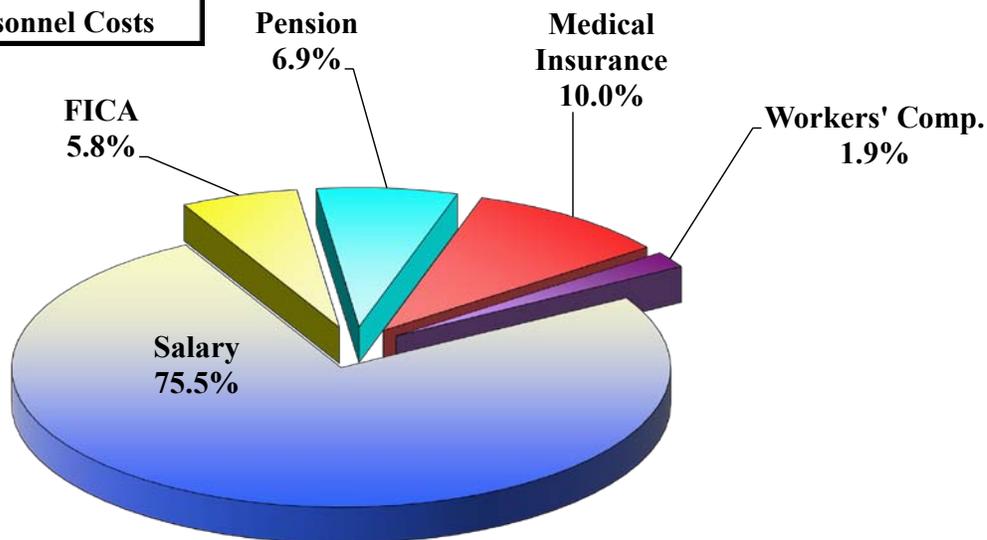
*FY 2006 through FY 2009 estimates are from the University of Florida, Bureau of Economic and Business Research whereas FY 2010 and FY 2011 are internal estimates from Development Services.



**Composition of Personnel Costs: FY 10-11 & 4 Prior Fiscal Years
(All Funds Combined)**

	<u>Salary</u>	<u>FICA</u>	<u>Pension</u>	<u>Medical Insurance</u>	<u>Workers' Comp.</u>	<u>Other Benefits</u>	<u>Total</u>
<u>FY 10-11 Proposed Budget</u>							
Cost	13,498,269	1,027,962	1,235,524	1,780,388	334,927	0	17,877,070
Cost Per \$100 of Salary		\$7.62	\$9.15	\$13.19	\$2.48	\$0.00	\$32.44
Percent of Total	75.5%	5.8%	6.9%	10.0%	1.9%	0.0%	100.0%
<u>FY 09-10 Adopted Budget</u>							
Cost	14,797,130	1,126,386	961,786	1,813,738	320,451	5,500	19,024,991
Cost Per \$100 of Salary		\$7.61	\$6.50	\$12.26	\$2.17	\$0.04	\$28.57
Percent of Total	77.8%	5.9%	5.1%	9.5%	1.7%	0.0%	100.0%
<u>FY 08-09 Adopted Budget</u>							
Cost	15,787,162	1,202,325	1,194,802	1,987,736	437,271	5,460	20,614,756
Cost Per \$100 of Salary		\$7.62	\$7.57	\$12.59	\$2.77	\$0.03	\$30.58
Percent of Total	76.6%	5.8%	5.8%	9.6%	2.1%	0.0%	100.0%
<u>FY 07-08 Adopted Budget</u>							
Cost	15,476,458	1,177,464	1,398,627	1,817,993	407,870	15,000	20,293,412
Cost Per \$100 of Salary		\$7.61	\$9.04	\$11.75	\$2.64	\$0.10	\$31.12
Percent of Total	76.3%	5.8%	6.9%	9.0%	2.0%	0.1%	100.0%
<u>FY 06-07 Adopted Budget</u>							
Cost	14,499,122	1,103,837	1,238,624	1,693,480	396,995	15,000	18,947,058
Cost Per \$100 of Salary		\$7.61	\$8.54	\$11.68	\$2.74	\$0.10	\$30.68
Percent of Total	76.5%	5.8%	6.5%	8.9%	2.1%	0.1%	100.0%

**FY 2010-11
Salary and Benefits as % of
Total Personnel Costs**



GENERAL FUND

GRAPHICS

FY 2010-11 Revenue Composition

FY 2010-11 Expenditure Composition

FY 2010-11 Expenditures by Major
Account Category

GENERAL FUND GRAPHICS OVERVIEW

FY 2010-11 Revenue Summary

This summary and graph outlines anticipated revenue for the City with the largest contributor as Property Taxes and Franchise Fees/Utility Taxes. The summary depicts both the anticipated revenue and the percent of all anticipated revenue, while the graph shows only the percentage.

FY 2010-11 Expenditure Summary

Both the table and the graphs show the anticipated expenditures for the general departments, debt service, reserve and interfund transfers of the City. These are ranked from the largest (police) to the smallest (contributions to non-profits) and are in terms of expenses and percentage.

General Fund Expenditures by Major Account Category

As seen in this table for FY 2010-11, personnel services equal approximately 67% of the expenditures for the City, while operating, capital outlay and vehicle replacement equal approximately 25% and the remaining 9% is debt service, reserve and miscellaneous transfers. The graph depicts the percentage of each portion relating to the General Fund.

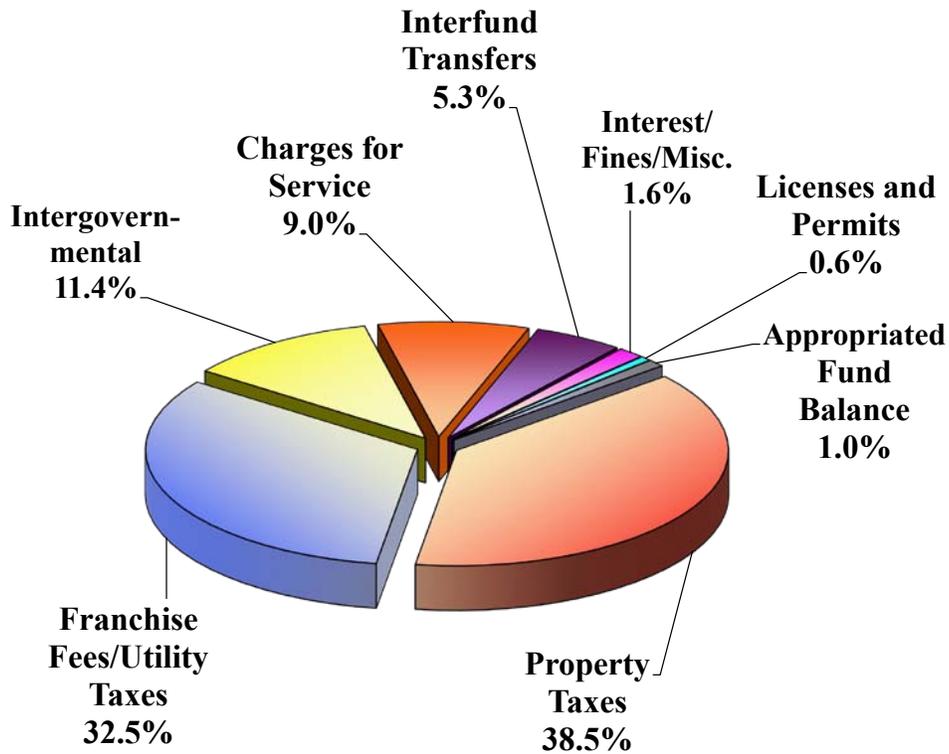
GENERAL FUND REVENUE SUMMARY

FY 10-11 with Comparison to FY 06-07

	<u>FY 10-11</u>		<u>FY 06-07</u>	
Property Taxes	\$9,117,084	38.5%	\$11,071,002	44.7%
Franchise Fees/Utility Taxes	7,698,770	32.5%	6,135,300	24.8%
Intergovernmental	2,707,754	11.4%	3,870,810	15.6%
Charges for Service	2,122,999	9.0%	1,947,500	7.9%
Interfund Transfers	1,256,721	5.3%	895,200	0.6%
Interest/Fines/Misc.	371,443	1.6%	562,900	2.3%
Licenses and Permits	148,420	0.6%	153,600	3.6%
Appropriated Fund Balance	<u>238,573</u>	<u>1.0%</u>	<u>150,000</u>	<u>0.6%</u>
TOTAL REVENUE	<u>\$23,661,764</u>	100%	<u>\$24,786,312</u>	100%

Note: FY 06-07 revenues exclude building permit and plan review fees that are now budgeted in the Building Services Fund.

**Composition of FY 2010-11
General Fund Revenues**



GENERAL FUND EXPENDITURE SUMMARY

FY 10-11 with Comparison to FY 06-07

	<u>FY 10-11</u>		<u>FY 06-07</u>	
Police Department	\$6,281,286	26.5%	\$5,808,213	23.4%
Fire Department	5,133,903	21.7%	4,265,682	17.2%
Recreation and Parks Department	3,736,612	15.8%	4,138,354	16.7%
Public Works Department	2,679,550	11.3%	3,467,527	14.0%
Administrative & Gen.Gov't. Services*	1,869,332	7.9%	2,017,414	8.1%
Debt Service Support (interfund transfer)	1,408,137	6.0%	1,115,940	4.5%
Development Services Department	821,727	3.5%	1,621,206	6.5%
Legislative and Executive**	998,485	4.2%	1,208,369	4.9%
Other Interfund Transfers***	719,732	3.0%	1,015,600	4.1%
Reserve for Contingency	0	0.0%	84,757	0.3%
Contributions (non-profits/other agencies)	<u>13,000</u>	<u>0.1%</u>	<u>43,250</u>	<u>0.2%</u>
TOTAL EXPENDITURES	<u>\$23,661,764</u>	<u>100.0%</u>	<u>\$24,786,312</u>	<u>100.0%</u>

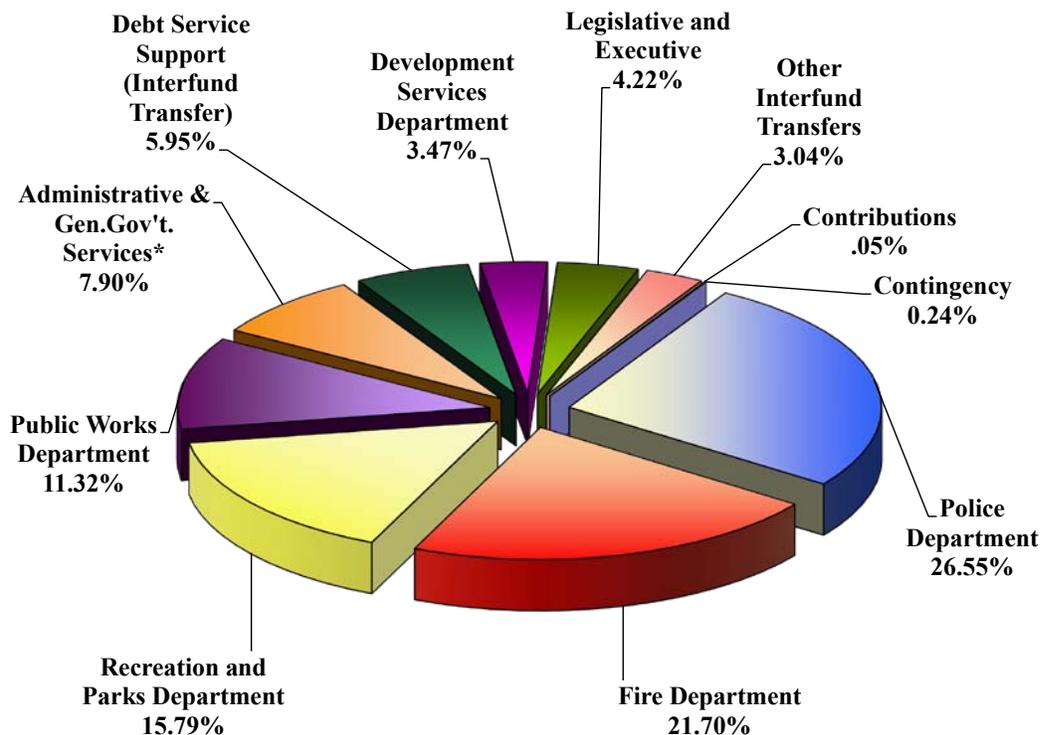
Note: The FY 06-07 budget for Development Services has been adjusted to exclude Building Services

* Administrative & General Gov. Services includes Human Resources, Finance, Information Technology, Public Information & Budget.

** Legislative & Executive includes City Council, City Attorney, City Manager and City Clerk

*** Other Transfers include transfers to Health Insurance, Lease Financing, LOGT, OSC Landfill and Stormwater Utility Funds.

Composition of FY 2010-11 General Fund Expenditures



**GENERAL FUND EXPENDITURES
BY MAJOR ACCOUNT CATEGORY
FY 2010-11 vs. FY 2009-10**

	FY 2009-10 Adopted Budget	Percent of Total Budget	FY 2010-11 Proposed Budget	Percent of Total Budget
Personal Services	\$16,406,114	66.7%	\$15,759,418	66.6%
Operating Expenses	5,710,225	23.2%	\$5,427,731	22.9%
Vehicle Replacement Contribution	<u>398,043</u>	<u>1.6%</u>	<u>\$330,172</u>	<u>1.4%</u>
Sub-Total: Department Operations	\$22,514,382	91.5%	\$21,517,321	90.9%
Debt Service (transfer to Sinking Funds)	1,402,925	5.7%	\$1,408,137	6.0%
Other Interfund Transfers*	605,386	2.5%	\$723,306	3.1%
Reserve for Contingency	60,000	0.2%	\$0	0.0%
Contributions (to non-profit & other agencies)	<u>13,000</u>	<u>0.1%</u>	<u>\$13,000</u>	<u>0.1%</u>
Sub-Total: Non-Departmental	\$2,081,311	8.5%	\$2,144,443	9.1%
TOTAL EXPENDITURES	\$24,595,693	100.0%	\$23,661,764	100.0%

* Other Interfund Transfers category includes transfers to Health Insurance, Local Option Gas Tax, OSC Landfill, Lease Financing and Stormwater Utility Funds.

**FY 2010-11
General Fund Expenditure Summary
By Major Account Category**

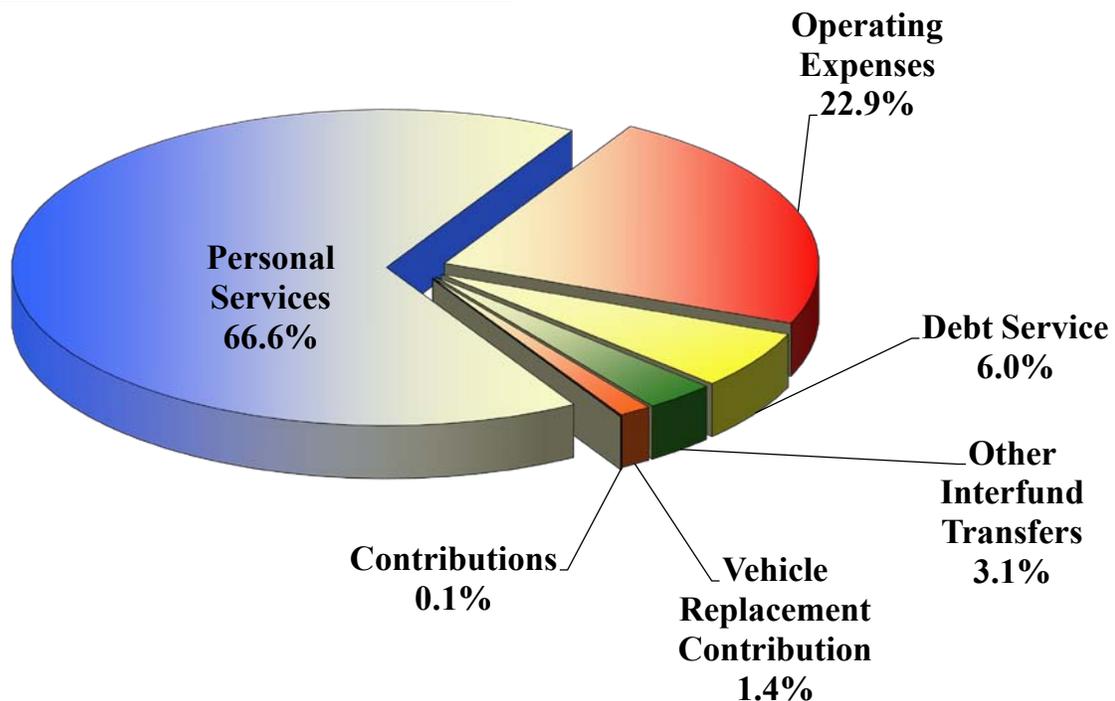


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GENERAL FUND

The General Fund accounts for most of the general operating revenues and traditional municipal services provided by City government. It is used to account for all financial resources, except those required to be accounted for in another fund, such as the Water/Wastewater Utility.

General Fund Revenues (001)

Beginning Fund Balance	3,937,501	3,937,501	3,866,086	3,866,086	3,631,292
	2008-09				
	Amended	2008-09	2009-10	2009-10	2010-11
REVENUE CATEGORY	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Projection</u>	<u>Budget</u>
<u>TAXES</u>					
<u>Property Taxes</u>					
Current	10,672,167	10,705,837	9,718,754	9,668,021	9,107,084
Delinquent	15,000	19,182	51,500	7,876	10,000
Sub-Total: Property Taxes	10,687,167	10,725,020	9,770,254	9,675,897	9,117,084
<u>Utility Service Taxes</u>					
Electricity	2,344,280	2,223,291	2,458,900	2,569,943	2,595,640
Water	428,350	435,013	484,040	406,176	418,360
Propane	61,580	51,066	53,740	53,870	55,490
Unified Communications Services	1,568,840	1,647,483	1,673,350	1,651,534	1,668,050
Sub-Total: Utility Service Taxes	4,403,050	4,356,853	4,670,030	4,681,523	4,737,540
<u>Franchise Fees</u>					
Electricity	2,406,250	2,322,719	2,514,300	2,485,660	2,535,370
Natural Gas	0	0	0	0	0
Solid Waste - Commercial	39,520	41,903	39,270	41,550	42,380
Solid Waste - Residential	154,300	140,091	141,660	141,770	144,610
Propane	2,380	8,595	7,610	7,753	7,910
Sewer	229,340	218,224	220,510	224,230	230,960
Sub-Total: Franchise Fees	2,831,790	2,731,533	2,923,350	2,900,963	2,961,230
Total: Taxes	17,922,007	17,813,406	17,363,634	17,258,383	16,815,854
<u>LICENSES AND PERMITS</u>					
<u>Other Licenses and Permits</u>					
City Business Tax Receipts (new and renewals)	180,250	137,474	148,590	135,615	139,680
Business Tax Receipts: Late Fee	3,590	2,086	3,510	3,640	3,640
County Business Tax Receipts	5,150	2,064	4,010	4,480	4,610
Radon Inspections	640	242	250	490	490
Right of Way Permits	5,900	0	5,050	360	0
Burn Permits	100	0	90	90	0
Irrigation Permits	0	0	1,720	380	0
Sub-Total: Other Licenses and Permits	195,630	141,865	163,220	145,055	148,420
Total: Licenses and Permits	195,630	141,865	163,220	145,055	148,420
<u>INTERGOVERNMENTAL</u>					
<u>Federal Grants</u>					
DEA Overtime	16,000	16,329	15,850	16,903	17,495
HIDTA Overtime	8,500	0	0	0	0
OCEDTF Overtime	4,700	0	11,520	0	0
CCIB Overtime	8,500	13,849	0	1,422	0
DOJ Domestic Violence Grant	0	15,300	59,580	61,920	16,149
DOJ Vest Grant	0	8,663	0	0	0
DOJ COPS Grant	0	0	0	150,563	0
Sub-Total: Federal Grants	37,700	54,140	86,950	230,808	33,644

General Fund (001)

	2008-09				
REVENUE CATEGORY	Amended	2008-09	2009-10	2009-10	2010-11
	Budget	Actual	Budget	Projection	Budget
<u>INTERGOVERNMENTAL (continued)</u>					
<u>State and County Grants</u>					
State Byrne Grant	0	11,012	0	0	0
FDOT - Traffic signalization & lighting reimbursement	38,944	82,294	59,790	79,188	81,560
County G.R.E.A.T Grant and Other Local Grants	<u>0</u>	<u>500</u>	<u>0</u>	<u>100</u>	<u>100</u>
Sub-Total: State and County Grants	38,944	93,806	59,790	79,288	81,660
<u>State and County Shared Revenue</u>					
State Revenue Sharing	837,753	719,997	674,240	652,830	665,890
State Mobile Home Licenses	8,990	5,393	5,120	5,950	5,950
State Alcoholic Beverage Licenses	3,530	16,357	10,350	14,462	14,460
State Half-Cent Sales Tax	2,194,808	1,843,028	1,892,070	1,787,746	1,841,380
State Firefighters Supplemental Comp.	9,150	10,980	13,750	12,440	12,440
State Motor Fuel Tax Rebate	13,610	23,210	18,460	18,390	18,940
County Occupational Licenses	34,510	28,795	36,130	28,732	28,730
County Emergency Dispatch Reimbursement (First Response)	0	4,658	0	4,658	4,660
County Shared Revenue - Cen. Fla. Comm. Justice Coalition	<u>0</u>	<u>3,619</u>	<u>0</u>	<u>0</u>	<u>0</u>
Sub-Total: State/Co. Shared Revenue	3,102,351	2,656,036	2,650,120	2,525,208	2,592,450
Total: Intergovernmental	3,178,995	2,803,982	2,796,860	2,835,304	2,707,754
<u>CHARGES FOR SERVICES</u>					
<u>Development Services Fees</u>					
Plats and Addressing Fees	14,480	1,050	5,530	470	470
Development Application Fees	236,030	99,919	85,640	86,594	86,590
Comprehensive Plan Admendments	61,460	4,370	3,200	4,630	4,630
Subdivision Quality Control Inspection	68,680	45,595	26,870	12,490	12,490
Handling Fees (County impact fee collection)	17,400	12,048	12,230	25,120	25,120
Fire Inspection and Plan Review Fees	64,310	54,003	58,960	44,330	44,330
Zoning Variance/Appeals	<u>0</u>	<u>60</u>	<u>100</u>	<u>0</u>	<u>0</u>
Sub-Total: Development Services Fees	462,360	217,045	192,530	173,634	173,630
<u>Other Charges for Services</u>					
Flood Prone Information Requests	70	0	100	0	0
Sale of Maps & Publications	270	134	820	320	320
Certification and Copies	4,090	2,630	4,040	2,250	2,250
Lien Searches	0	2,870	0	9,720	10,206
Police Reports	1,310	1,436	1,560	1,390	1,430
Fingerprints	1,710	3,850	1,580	3,200	3,300
School Resource Officer Payment	115,020	109,428	109,430	109,430	109,430
Rape Assault Defense Course	0	1,370	1,850	200	200
Police Off-Duty and OT Reimbursement	15,590	(7,737)	2,240	3,100	3,100
Lockout Service Fees	2,600	6,782	2,030	1,530	1,530
Emergency Medical Transport Fees	389,220	667,432	543,410	469,551	470,000
Lot Mowing	0	7,987	6,610	2,360	2,430
Handling Fee (solid waste contractor reimburse.)	96,750	101,776	102,850	103,110	104,140
Misc. Permits (Irrigation, Burn, ROW)	0	3,383	0	5,250	2,777
Miscellaneous	<u>90</u>	<u>194</u>	<u>220</u>	<u>1,865</u>	<u>1,870</u>
Sub-Total: Other Charges for Services	626,720	901,535	776,740	713,276	712,983

General Fund Revenues (001)

<u>REVENUE CATEGORY</u>	<u>2008-09 Amended Budget</u>	<u>2008-09 Actual</u>	<u>2009-10 Budget</u>	<u>2009-10 Projection</u>	<u>2010-11 Budget</u>
<u>CHARGES FOR SERVICES (continued)</u>					
<u>Fleet Maintenance Charges</u>					
Fleet Labor Charges	316,857	307,040	233,367	250,667	230,440
Fleet Part Charges	120,000	106,084	122,000	104,742	90,900
Commercial Repair Charges	11,000	45,929	14,440	36,748	71,999
Fleet Fuel Charges	<u>533,841</u>	<u>323,879</u>	<u>348,399</u>	<u>377,665</u>	<u>384,327</u>
Sub-Total: Fleet Services	981,698	782,932	718,206	769,822	777,666
Recreation Activity Fees:					
Program, Athletic and Facility Fees					
- Special Events	290	30,776	66,830	54,693	54,690
- Riverside Activity Fees	171,850	182,764	232,830	154,227	158,850
- Athletics	136,040	146,361	211,230	177,316	182,640
- Riverside Aquatic Facility	20,040	53,635	54,270	58,068	59,810
- Senior and Youth Activities (Memorial Bldg.)	14,680	301	7,360	8,155	8,400
- Gymnasium	263,900	265,866	261,050	286,356	294,950
- Division St. Aquatic Facility	253,730	227,785	228,810	240,697	247,920
- Skate Park	103,020	49,441	51,160	39,957	41,160
- Concessions	258,800	160,868	215,680	150,606	153,066
- Vending Machines	0	0	0	0	0
- Park Facility Rentals	58,700	15,066	77,840	32,500	34,500
- Park OT Reimbursement	900	0	0	0	0
- Miscellaneous and Refunds	1,470	(469)	0	(100)	(100)
Pass-Thru Registration Fees:					
- Adult Softball Association	1,150	<u>120</u>	<u>0</u>	<u>825</u>	<u>500</u>
Sub-Total: Recreation Activity Fees	1,284,570	1,132,515	1,407,060	1,203,300	1,236,386
Total: Charges for Services	3,355,348	3,034,027	3,094,536	2,860,032	2,900,665
<u>FINES AND FORFEITURES</u>					
Court Fines	129,500	88,677	91,650	57,110	58,820
Police Education	10,020	7,687	7,900	4,880	4,880
Improper Equipment	300	228	260	160	160
Investigative Funds	6,600	4,307	0	0	0
Violations of Local Ordinances	0	1,300	90	2,230	2,230
Code Enforcement	<u>11,570</u>	<u>80,791</u>	<u>73,100</u>	<u>3,890</u>	<u>3,890</u>
Total: Fines and Forfeitures	157,990	182,990	173,000	68,270	69,980
<u>MISCELLANEOUS</u>					
Interest on Investments	374,420	308,097	364,021	133,210	146,510
Second Dollar Interest Earnings	3,420	1,434	0	0	0
Rentals and Leases:					
- Verizon at Oviedo Sports Complex	17,280	17,280	17,280	17,280	17,800
- Communications Tower Land Lease	30,133	83,311	53,200	52,950	54,540
- Miscellaneous	6,527	0	0	0	0
Street Light Assessments (from developers)	14,340	11,084	14,720	2,560	5,130
Insurance Proceeds	0	14,194	22,590	8,610	5,000
Gain or Loss on Sale of Assets	45,850	37,926	49,820	30,069	30,070
Contributions & Donations	31,400	38,636	27,500	32,430	30,430
Other Miscellaneous	<u>9,270</u>	<u>98</u>	<u>2,600</u>	<u>24,335</u>	<u>11,983</u>
Total: Miscellaneous	652,640	512,061	551,731	301,444	301,463

General Fund Revenues (001)

<u>REVENUE CATEGORY</u>	<u>2008-09 Amended Budget</u>	<u>2008-09 Actual</u>	<u>2009-10 Budget</u>	<u>2009-10 Projection</u>	<u>2010-11 Budget</u>
Total Current Income	25,462,610	24,488,330	24,142,981	23,468,488	22,944,136
Elimination of Fleet Internal Service Charges	(981,698)	(782,932)	(718,206)	(769,822)	(777,666)
Current Income (less Fleet Internal Service Charges)	24,480,912	23,705,399	23,424,775	22,698,666	22,166,470
<i>Total Non-Ad Valorem Revenue</i>	<i>13,793,745</i>	<i>12,980,379</i>	<i>13,654,521</i>	<i>13,022,769</i>	<i>13,049,386</i>
<u>NON-REVENUES</u>					
<u>Interfund Transfers (transfers from):</u>					
Transportation Improvements (LOGT) Fund (105)	104,910	104,910	108,060	108,060	211,300
State Law Enforcement Trust Fund (103)	15,491	15,491	16,240	16,240	16,943
Shane Kelly Fund (113)	180	167	0	0	0
Grants Fund (114)	5,879	5,879	0	0	0
Solid Waste Fund (115)	0	0	0	100,000	110,000
Building Services Fund (120)	0	0	124,500	0	121,659
Vehicle Replacement Fund (302)	0	0	0	100,000	0
Water and Wastewater Fund (401)	510,570	510,570	575,890	575,720	592,990
Water/Wastewater Renewal and Replacement Fund (406)	52,500	52,500	52,500	52,500	54,080
Stormwater Utility Fund (410)	119,135	119,135	122,710	122,710	126,390
Medical Insurance Fund (510)	39,108	39,108	39,638	39,640	23,359
Sub-Total: Interfund Transfers	847,773	847,761	1,039,538	1,114,870	1,256,721
<u>Appropriated Fund Balance</u>					
- Operating Budget Support	177,305	0	131,380	0	238,573
Total: Appropriated Fund Balance	841,089	0	131,380	0	238,573
Total: Non-Revenues	1,688,862	847,761	1,170,918	1,114,870	1,495,294
TOTAL REVENUES	26,169,774	24,553,159	24,595,693	23,813,536	23,661,764

General Fund Expenses (001)

<u>EXPENDITURE CATEGORY</u>	<u>2008-09 Amended Budget</u>	<u>2008-09 Actual</u>	<u>2009-10 Budget</u>	<u>2009-10 Projection</u>	<u>2010-11 Budget</u>
City Council	260,539	270,308	259,678	252,973	224,325
City Attorney	214,800	238,891	215,250	241,432	240,550
<u>Office of City Manager</u>					
City Administration	358,773	344,862	337,058	335,303	352,546
City Clerk	236,896	227,689	228,486	194,169	181,064
Public Information	42,746	25,527	62,708	54,598	82,758
Management and Budget	<u>197,419</u>	<u>187,476</u>	<u>158,552</u>	<u>136,060</u>	<u>0</u>
Total: Office of City Manager	835,834	785,552	786,804	720,130	616,368
Information Technology	956,851	856,373	825,700	889,870	882,020
Human Resources	571,105	472,745	451,189	414,139	343,903
<u>Finance</u>					
Accounting and Payroll Services	504,735	491,307	454,896	440,808	492,292
Purchasing	<u>70,516</u>	<u>66,896</u>	<u>68,941</u>	<u>66,269</u>	<u>68,359</u>
Total: Finance Department	575,251	558,203	523,837	507,077	560,651
<u>Development Services</u>					
Administration	203,786	194,054	199,994	191,554	144,777
Comprehensive Planning	301,984	233,078	240,678	184,256	185,593
Development Review	585,413	378,898	263,453	274,874	156,955
Building Inspection/Plans Review & Permitting*	0	1,847	0	0	0
Zoning	140,379	128,007	115,840	112,260	107,943
Code Enforcement	<u>248,416</u>	<u>230,576</u>	<u>231,192</u>	<u>218,062</u>	<u>226,459</u>
Total: Development Services	1,479,978	1,166,460	1,051,157	981,006	821,727
*Beginning in FY 07-08, Building Services (Inspection, Plans Review and Permitting) was accounted for in a Special Revenue (120) Fund.					
<u>Public Works</u>					
Public Works Administration	197,727	202,100	258,931	253,455	265,725
Engineering Services	704,244	663,086	544,441	522,465	433,910
Fleet Maintenance	984,970	782,932	718,206	769,822	777,664
Landscaping and ROW Maintenance	816,784	778,985	737,986	708,587	406,167
Streets and Sidewalk Maintenance	965,941	843,876	684,736	700,014	775,450
Street Lighting Electrical & Maintenance Costs (Citywide)	<u>752,450</u>	<u>735,951</u>	<u>773,670</u>	<u>760,270</u>	<u>798,300</u>
Total: Public Works	4,422,116	4,006,929	3,717,970	3,714,613	3,457,216
* Beginning in FY 07-08 Fleet Maintenance is shown as an internal service operation and city-wide costs for fleet maintenance are now reflected in this program. These costs are also spread to all user Departments and programs.					
<u>Police Department</u>					
Administration	492,980	516,697	442,468	466,996	427,973
Community Policing/Patrol	3,158,337	2,919,627	3,003,289	3,007,512	3,188,045
Emergency Communications and Records	820,439	739,291	730,423	745,775	722,273
Community Relations	758,134	722,839	678,548	638,696	645,125
Criminal Investigations	541,545	517,991	579,164	574,194	620,514
Community Response Team*	600,854	461,857	612,395	525,846	572,677
Training*	<u>189,250</u>	<u>176,821</u>	<u>180,988</u>	<u>185,705</u>	<u>104,679</u>
Total: Police Department	6,561,539	6,055,123	6,227,275	6,144,724	6,281,286
*Prior to FY 07-08, the Community Response Team was included in Criminal Investigations and Training was included in Administration.					

General Fund Expenses (001)

<u>EXPENDITURE CATEGORY</u>	2008-09	2008-09	2009-10	2009-10	2010-11
	<u>Amended Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Projection</u>	<u>Budget</u>
<u>Fire Department</u>					
Administration and Emergency Management	261,830	252,385	258,327	248,279	255,216
Fire/Rescue and Emergency Transport	4,417,602	4,402,083	4,580,913	4,537,857	4,571,787
Fire Prevention	165,958	155,934	158,634	153,163	158,505
Training	<u>144,935</u>	<u>141,223</u>	<u>150,292</u>	<u>141,550</u>	<u>148,395</u>
Total: Fire Department	4,990,325	4,951,625	5,148,166	5,080,849	5,133,903
<u>Parks and Recreation</u>					
Administration and Community Events	475,784	470,086	437,475	436,906	470,023
Concessions	287,713	225,551	267,890	220,727	217,402
Athletic Fields and Parks Maintenance	917,278	903,284	944,155	910,828	945,758
General Facility Maintenance	444,344	387,780	412,461	367,161	324,515
Recreation Facility Maintenance*	<u>311,860</u>	<u>228,778</u>	<u>251,871</u>	<u>209,942</u>	<u>241,102</u>
Sub-Total: Recreation Support and	2,436,979	2,215,479	2,313,852	2,145,564	2,198,800
*Prior to FY 08-09, Recreation Facility Maintenance was included with Athletic Fields Maintenance.					
<u>Recreation Activities</u>					
- City-Sponsored Athletics	208,971	195,863	202,002	206,283	209,591
- Riverside Recreation Center	304,876	276,519	332,115	309,565	319,896
- Riverside Aquatic Facility	183,072	185,664	188,623	173,278	167,055
- Senior and Youth Activities *	86,298	71,725	0	0	0
- Gymnasium and Fitness Center	413,336	396,296	396,584	386,398	381,384
- Oviedo Blvd. Aquatic Facility	353,094	433,529	433,108	426,730	301,072
- Skateboard Park	<u>157,850</u>	<u>151,992</u>	<u>164,043</u>	<u>157,114</u>	<u>158,814</u>
Sub-Total: Recreation Activities	1,707,497	1,711,587	1,716,475	1,659,368	1,537,812
*In FY 09-10, senior and youth activities were moved from the Memorial Building to the Riverside Recreation Center.					
Total: Parks and Recreation	4,144,476	3,927,065	4,030,327	3,804,932	3,736,612
Total: All Departmental Expenses	25,012,814	23,289,275	23,237,353	22,751,745	22,298,561
Elimination of Fleet Internal Service Costs*	(981,698)	(782,932)	(718,206)	(769,822)	(777,666)
*Beginning in FY 07-08 total fleet costs are shown in the Fleet Maintenance program and spread to user Departments and programs that produces a "double-counting" of fleet expenditures in the General Fund. The above elimination is applied to avoid "double counting" the General Fund operating budget.					
Dept. Expenses (less Fleet Internal Service Costs)	24,031,116	22,506,343	22,519,147	21,981,923	21,520,895
<u>Non-Departmental Expenditures</u>					
Contributions to Non-Profit and Other Local Agencies	<u>13,500</u>	<u>12,600</u>	<u>13,000</u>	<u>13,000</u>	<u>13,000</u>
Total: Non Departmental Expenses	13,500	12,600	13,000	13,000	13,000

General Fund Expenses (001)

	2008-09				
<u>EXPENDITURE CATEGORY</u>	<u>Amended</u> <u>Budget</u>	<u>2008-09</u> <u>Actual</u>	<u>2009-10</u> <u>Budget</u>	<u>2009-10</u> <u>Projection</u>	<u>2010-11</u> <u>Budget</u>
<u>Non-Expenditure Disbursements: Interfund Transfers</u>					
<u>Interfund Transfers to Debt Service Fund (201)</u>					
2002A Revenue Bond (Gym, Aquatics, Skateboard Park, OSC Imp. & Shane Kelly Land Aquisition)	693,144	693,144	697,164	708,971	709,988
2002B Revenue Bond (W. Mitchell Hammock, N. Lockwood, City Hall and Public Safety Building)	218,227	218,227	220,678	220,678	215,091
2006 Revenue Note (Riverside Park)	152,921	152,921	156,456	156,456	155,084
2007 Revenue Note (Fire Station 48 & PW Admin. Bldg.)	226,706	226,706	192,976	192,976	193,147
2009A Bank Note (Martin Property/OSC Ext. Landfill)	0	0	68,687	68,687	68,163
2009B Bank Note (Public Works Complex)	<u>0</u>	<u>0</u>	<u>66,964</u>	<u>0</u>	<u>66,664</u>
Sub-total: Interfund Transfers for Debt Service	1,290,998	1,290,998	1,402,925	1,347,768	1,408,137
<u>Interfund Transfers To:</u>					
Transportation Improvements (LOGT) Fund (105)	0	0	100,000	100,000	0
Health Insurance Fund (510)	412,300	412,300	412,300	412,300	513,600
Building Services Fund (120)	325,000	325,000	0	0	0
Lease Financing Fund (205)					
- Telephone System	48,361	28,379	48,185	48,190	48,185
- General Facility Energy Improvement Measures (Siemens)	0	0	0	0	123,624
OSC Ext. Landfill Closure Fund (327)	19,000	19,000	12,296	12,290	0
General Facilities Improvements Fund (330)	0	0	0	100,000	0
2007 Revenue Note Construction Fund (335)	1,000	1,000	0	0	0
Stormwater Utility Fund (410)	<u>28,499</u>	<u>28,954</u>	<u>27,840</u>	<u>32,859</u>	<u>34,323</u>
Subtotal: Miscellaneous Interfund Transfers	834,160	814,634	600,621	705,639	719,732
Total: Interfund Transfers	2,125,158	2,105,632	2,003,546	2,053,407	2,127,869
<u>Reserve for Contingencies</u>					
Reserve for Unanticipated Expenditures	<u>0</u>	<u>0</u>	<u>60,000</u>	<u>0</u>	<u>0</u>
Sub Total: Reserve for Contingencies	0	0	60,000	0	0
TOTAL EXPENDITURES	26,169,774	24,624,575	24,595,693	24,048,330	23,661,764
Ending Fund Balance	3,096,412	3,866,086	3,794,706	3,631,292	3,392,719

SPECIAL REVENUE FUNDS

Special Revenue Funds account for the receipts from revenue sources that are either legally restricted for specific activities or do not meet certain threshold limits for being categorized as a Capital Project Fund.

Improvements Funds

Transportation Improvements Fund

Trust Funds

State Law Enforcement Trust Fund
Federal Law Enforcement Trust Fund

Impact Fee Funds

Administrative Impact Fee Fund
Transportation Impact Fee Fund
Police Impact Fee Fund
Fire Impact Fee Fund
Recreation Impact Fee Fund

Miscellaneous Funds

Solid Waste Fund
Economic Development Fund
Building Services Fund
Stormwater Utility



The City of Oviedo

Transportation Improvements Fund (105)

Beginning Fund Balance	284,668	284,668	100,488	100,488	86,032
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	2008-09 Amended Budget	2008-09 Actual	2009-10 Budget	2009-10 Projection	Proposed 2010-11 Budget
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REVENUES

Intergovernmental

6th Cent Local Option Gas Tax	753,573	721,875	818,680	777,105	837,488
Community Development Block Grant (CDBG)	0	0	0		
Local Option Sales Tax (2nd Generation)	0	0	0		
Urban Forestry Grant (Mitchell Hammock Landscaping)	0	0	0		
AARA Federal Stimulus Grant	0	0	0	1,183,349	0
FDOT Grant (Safe Routes to Schools)	0	0	0	75,000	0
FDOT Reimbursement (SR 434 median landscaping)	0	0	0	0	
FDOT Grant (traffic signal maintenance)	0	0	0		
Sub-Total: Intergovernmental	753,573	721,875	818,680	2,035,454	837,488

Miscellaneous

Interest Earnings	32,462	7,488	5,040	1,710	1,500
Red Light Camera Violations					82,125
Payments In Lieu of Sidewalk Construction	1,000	5,160	0	0	0
Sub-Total: Miscellaneous	33,462	12,648	5,040	1,710	83,625

Interfund Transfers (Transfer from):

General Fund (001)	0	0	100,000	100,000	0
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Appropriated Fund Balance	198,996		100,000		0
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TOTAL REVENUES	986,031	734,523	1,023,720	2,137,164	921,113
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EXPENDITURES

Public Transportation

Payment to Seminole County (Lynx Bus Service)*	76,231	76,231	76,231	76,231	76,231
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*includes ADA para-transit and fixed route contribution.

Design and Planning Services

Lockwood Blvd. - Eng./Design (CR419-SR426)	0	60,579	0	750	0
Lockwood Blvd - Audit Services	0	5,500	0	0	0
Sub-Total: Design & Planning Services	0	66,079	0	750	0

Resurfacing and Surface Rehabilitation

Road Resurfacing and Reconstruction	584,890	572,000	610,770	544,015	493,893
Surface Rehabilitation (unpaved roads)	0	0	87,000	75,215	38,000
N. Lockwood Blvd. Reconstruction & Resurfacing	0	0	0	996,399	0
Sub-Total: Resurfacing & Surface Rehab.	584,890	572,000	697,770	1,615,629	531,893

Transportation Improvements Fund (105)

	2008-09 Amended <u>Budget</u>	2008-09 <u>Actual</u>	2009-10 <u>Budget</u>	2009-10 <u>Projection</u>	Proposed 2010-11 <u>Budget</u>
<u>EXPENDITURES</u>					
<u>Bridge Repairs and Intersection Improvements</u>					
Lockwood Blvd. (left turn lane @ Sem. Creek Dr.) (south of Seminole Creek Drive to north of Simmons Road)					
Sub-Total: Bridge Repairs and Intersection Improvements	0	0	0	0	0
<u>School Safety, Sidewalk & Traffic Calming</u>					
Sidewalk Repairs - Trip and Fall Hazards	75,000	75,000	50,000	50,000	50,000
Sidewalk Repairs and Connectivity	40,000	7,553	0	0	0
Jackson Heights MS Sidewalks (design)	0	0	0	75,000	0
N. Lockwood Blvd. Sidewalk	0	0	0	200,950	0
School Zone Safety Improvements	30,000	6,568	10,000	0	10,000
Traffic Calming Improvements	25,000	0	0	0	0
Street Repair and Markings (allowance)	<u>0</u>	<u>10,361</u>	<u>25,000</u>	<u>25,000</u>	<u>0</u>
Sub-Total: School Safety, Sidewalk & Traffic Calming	170,000	99,483	85,000	350,950	60,000
Total: Transportation Improvements	754,890	737,562	782,770	1,967,329	591,893
<u>Interfund transfers (transfer to):</u>					
General Fund (indirect costs, street maint/lighting)	104,910	104,910	108,060	108,060	211,300
Reserve for Contingencies	50,000		56,659		41,689
TOTAL EXPENDITURES	986,031	918,703	1,023,720	2,151,620	921,113
Ending Fund Balance	135,672	100,488	57,147	86,032	127,721

State Law Enforcement Trust Fund (103)

Beginning Fund Balance	78,958	78,958	45,012	45,012	35,500
					Proposed
	2008-09	2008-09	2009-10	2009-10	2010-11
<u>REVENUES</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Projection</u>	<u>Budget</u>
<u>Fines and Forfeitures</u>					
State and Local Confiscated Funds	<u>15,000</u>	<u>14,529</u>	<u>20,000</u>	<u>32,606</u>	<u>20,000</u>
Sub-Total: Fines and Forfeitures	15,000	14,529	20,000	32,606	20,000
<u>Miscellaneous</u>					
Interest Earnings	<u>7,235</u>	<u>2,575</u>	<u>1,690</u>	<u>770</u>	<u>1,000</u>
Sub-Total: Miscellaneous	7,235	2,575	1,690	770	1,000
<u>Non-Revenues</u>					
Appropriated Fund Balance	32,756		23,050		21,443
TOTAL REVENUES	54,991	17,104	44,740	33,376	42,443

					Proposed
	2008-09	2008-09	2009-10	2009-10	2010-11
<u>EXPENDITURES</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Projection</u>	<u>Budget</u>
<u>Personal Services</u>					
Overtime (Problem Oriented Policing Prog.)	12,000	293	7,500	6,038	7,500
<u>Operating Expenditures</u>					
Donations to Non-Profit Agencies	0	15,215	14,000	15,400	15,000
Professional Services (legal costs)	0	0	0	1,131	1,000
Community on Patrol - Operating Expenses	1,500	1,231	1,500	543	1,000
Small Equipment	1,000	0	1,000	3,536	0
Training	0	275	2,500	0	0
Internal Affairs Database (Hardware)	0	5,355	0	0	0
Promotional Expenses	<u>0</u>	<u>1,200</u>	<u>2,000</u>	<u>0</u>	<u>1,000</u>
Sub-Total: Operating Expenditures	2,500	23,276	21,000	20,610	18,000
<u>Capital Outlay</u>					
Internal Affairs Database (Hardware)	<u>0</u>	<u>11,991</u>	<u>0</u>	<u>0</u>	<u>0</u>
Sub-Total: Capital Outlay	0	11,991	0	0	0
<u>Interfund Transfers (transfer to):</u>					
General Fund (25% of DARE Officer)	15,491	15,491	16,240	16,240	16,943
Reserve for Contingency	25,000		0		0
TOTAL EXPENDITURES	54,991	51,051	44,740	42,888	42,443

Ending Fund Balance	71,202	45,012	21,962	35,500	14,057
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Federal Law Enforcement Trust Fund (106)

Beginning Fund Balance	259,192	259,192	324,336	324,336	267,279
	2008-09	2008-09	2009-10	2009-10	Proposed
REVENUES	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Projection</u>	<u>2010-11</u>
<u>Miscellaneous</u>					<u>Budget</u>
Interest Earnings	17,050	9,875	10,980	5,394	5,000
Miscellaneous	<u>0</u>	<u>(900)</u>	<u>0</u>	<u>0</u>	<u>0</u>
Sub-Total: Miscellaneous	17,050	8,975	10,980	5,394	5,000
<u>Intergovernmental</u>					
Federal Confiscated Funds	<u>50,000</u>	<u>67,595</u>	<u>50,000</u>	<u>39,573</u>	<u>30,000</u>
Sub-Total: Intergovernmental	50,000	67,595	50,000	39,573	30,000
<u>Non-Revenues</u>					
Appropriated Fund Balance	28,950		28,977		

TOTAL REVENUES	96,000	76,570	89,957	44,967	35,000
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	2008-09	2008-09	2009-10	2009-10	Proposed
EXPENDITURES	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Projection</u>	<u>2010-11</u>
<u>Operating Expenses</u>					<u>Budget</u>
Operating Supplies	0	0	10,000		5,000
Police Lieutenant Promotional Exam				3,390	
Central Florida Crimeline				2,500	2,500
Command Central (subscription)				4,776	4,776
Automatic External Defibrillators	0	7,002	0		
Investigative Funds	<u>0</u>	<u>1,510</u>	<u>1,000</u>	<u>1,000</u>	<u>1,000</u>
Sub-Total: Operating Expenses	0	11,426	11,000	11,666	13,276
<u>Capital Outlay</u>					
In-Car Video Cameras	<u>0</u>	<u>0</u>	<u>0</u>	<u>90,358</u>	<u>0</u>
Sub-Total: Capital Outlay	0	0	0	90,358	0
<u>Intefund Transfers (transfer to):</u>					
Lease Financing Fund (in-car video recording sys.)	46,000	0	78,957	0	0
Reserve for Contingency	50,000		0		21,724

TOTAL EXPENDITURES	96,000	11,426	89,957	102,024	35,000
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Ending Fund Balance	280,242	324,336	295,359	267,279	289,003
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Administrative Facilities Impact Fee Fund (101)
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Beginning Fund Balance	219,450	219,450	202,035	202,035	206,583
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	2008-09				Proposed
	Amended	2008-09	2009-10	2009-10	2010-11
REVENUES	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Projection</u>	<u>Budget</u>

Miscellaneous

Residential Impact Fees	47,875	38,587	47,830	88,467	63,527
Commercial Impact Fees	130,625	33,326	27,170	12,032	22,679
Interest Earnings	<u>3,286</u>	<u>9,413</u>	<u>7,270</u>	<u>3,206</u>	<u>4,000</u>
Sub-Total: Miscellaneous	181,786	81,326	82,270	103,705	90,206

Non-Revenues

Appropriated Fund Balance	0		61,531		53,462
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TOTAL REVENUES	181,786	81,326	143,801	103,705	143,668
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	2008-09				Proposed
	Amended	2008-09	2009-10	2009-10	2010-11
EXPENDITURES	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Projection</u>	<u>Budget</u>

Interfund Transfers (transfers to)

Revenue Bond Sinking Fund (201)*	<u>98,741</u>	<u>98,741</u>	<u>143,801</u>	<u>99,157</u>	<u>143,668</u>
Sub-Total: Interfund Transfers	98,741	98,741	143,801	99,157	143,668

*for share of interest payment to finance Public Works Complex

Reserve for Contingencies	83,045		0		0
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TOTAL EXPENDITURES	181,786	98,741	143,801	99,157	143,668
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Ending Fund Balance	302,495	202,035	140,504	206,583	153,121
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Transportation Impact Fee Fund (102)

Beginning Fund Balance	4,024,651	3,587,641	3,798,661	3,798,661	3,985,230
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	2008-09				Proposed
	Amended	2008-09	2009-10	2009-10	2010-11
<u>REVENUES</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Projection</u>	<u>Budget</u>

Miscellaneous

Residential Impact Fees	149,366	78,650	75,000	196,000	100,000
Commercial Impact Fees	593,634	126,161	175,000	83,869	100,000
Interest Earnings	<u>153,497</u>	<u>118,770</u>	<u>238,730</u>	<u>61,276</u>	<u>75,000</u>
Sub-Total: Miscellaneous	896,497	323,581	488,730	341,145	275,000

Non-Revenues

Appropriated Fund Balance	0		177,133		294,031
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TOTAL REVENUES	896,497	323,581	665,863	341,145	569,031
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	2008-09				Proposed
	Amended	2008-09	2009-10	2009-10	2010-11
<u>EXPENDITURES</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Projection</u>	<u>Budget</u>

Capital Improvements Planning

Transportation Master Plan	0	<u>1,940</u>	0	0	0
Sub-Total: Capital Improvements Planning	0	1,940	0	0	0

Master Plan Capacity Improvements

East Bound Turn Lane @ MH Road and SR434	0	0	<u>69,000</u>	<u>32,082</u>	<u>60,000</u>
Sub-Total: Unpaved Road Construction	0	0	69,000	32,082	60,000

Intersection Improvements

W. Mitchell Hammock @ South Lake Jessup Ave .	0	0	335,000	0	250,000
Signalization @ WMH and S. Lake Jessup Ave.	0	0	<u>150,000</u>	<u>10,630</u>	<u>150,000</u>
Sub-Total: Intersection Improvements	0	0	485,000	10,630	400,000

Sub-Total: Capital Improvements

	0	1,940	554,000	42,712	460,000
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Interfund Transfers (transfers to)

2002 Revenue Bond Sinking Fund (201)	110,620	110,620	111,863	111,863	109,031
Local Option Sales Tax Construction Fund (309)	<u>650,000</u>	0	0	0	0
Sub-Total: Interfund Transfers	760,620	110,620	111,863	111,863	109,031

Reserve for Contingencies

	135,877		0		
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TOTAL EXPENDITURES	896,497	112,560	665,863	154,575	569,031
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Ending Fund Balance	4,160,528	3,798,661	3,621,528	3,985,230	3,691,199
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Police Impact Fee Fund (107)

Beginning Fund Balance	598,156	598,156	594,051	594,051	540,215
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	2008-09				Proposed
	Amended	2008-09	2009-10	2009-10	2010-11
<u>REVENUES</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Projection</u>	<u>Budget</u>

Miscellaneous

Residential Impact Fees	36,319	16,221	28,070	36,027	24,555
Commercial Impact Fees	72,315	17,319	21,930	4,878	13,318
Interest on Investments	<u>43,023</u>	22,111	<u>14,230</u>	<u>9,396</u>	<u>9,500</u>
Sub Total : Miscellaneous	151,657	55,651	64,230	50,301	47,373

Non-Revenues

Appropriated Fund Balance	0		440,380		280,445
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TOTAL REVENUES	151,657	55,651	504,610	50,301	327,818
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	2008-09				Proposed
	Amended	2008-09	2009-10	2009-10	2010-11
<u>EXPENDITURES</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Projection</u>	<u>Budget</u>

Capital Improvements Planning

New Police Building - space analysis & bldg. size	<u>35,000</u>	<u>8,225</u>	<u>2,500</u>	<u>0</u>	<u>0</u>
Sub-Total	35,000	8,225	2,500	0	0

Capital Improvements

Police Building Design	<u>0</u>	<u>0</u>	450,000		
- Preliminary engineering tasks				52,027	52,027
- Facility Engineering/Design					<u>225,000</u>
Sub-Total: Capital Improvements	0	0	450,000	52,027	277,027

Interfund Transfers (transfer to)

2002 Revenue Bond Debt Service Fund (201)	51,531	51,531	52,110	52,110	50,791
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Reserve for Contingency	65,126		0		0
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TOTAL EXPENDITURES	151,657	59,756	504,610	104,137	327,818
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Ending Fund Balance	663,282	594,051	153,671	540,215	259,770
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Fire Impact Fee Fund (108)

Beginning Fund Balance	487,568	487,568	411,643	411,643	338,455
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	2008-09				Proposed
	Amended	2008-09	2009-10	2009-10	2010-11
<u>REVENUES</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Projected</u>	<u>Budget</u>

Miscellaneous

Residential Impact Fees	76,376	34,796	64,340	81,760	54,516
Commercial Impact Fees	148,624	40,112	20,660	8,874	29,392
Interest on Investments	<u>39,065</u>	<u>18,064</u>	<u>15,520</u>	<u>6,144</u>	<u>4,850</u>
Sub Total : Miscellaneous	264,065	92,972	100,520	96,778	88,758

Non-Revenues

Appropriated Fund Balance	0	0	69,446		79,993
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TOTAL REVENUES	264,065	92,972	169,966	96,778	168,751
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	2008-09				Proposed
	Amended	2008-09	2009-10	2009-10	2010-11
<u>EXPENDITURES</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Projected</u>	<u>Budget</u>

Interfund Transfers (transfer to)

Revenue Bond Debt Service Fund (201):					
- 2002B Public Improvement Rev. Bond	51,560	51,560	52,137	52,137	50,818
- 2007 Revenue Note (Fire Station #48)	<u>117,337</u>	<u>117,337</u>	<u>117,829</u>	<u>117,829</u>	<u>117,933</u>
Sub-Total: Interfund Transfers	168,897	168,896	169,966	169,966	168,751

Reserve for Contingency	95,168		0		
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TOTAL EXPENDITURES	264,065	168,896	169,966	169,966	168,751
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Ending Fund Balance	582,736	411,643	342,197	338,455	258,462
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Recreational Impact Fee Fund (109)

Beginning Fund Balance	317,920	317,920	279,930	279,930	281,163
	2008-09				Proposed
	Amended	2008-09	2009-10	2009-10	2010-11
<u>REVENUES</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Projected</u>	<u>Budget</u>
<u>Miscellaneous</u>					
Residential Impact Fees	215,500	88,972	100,000	197,493	129,853
Interest on Investments	<u>15,728</u>	<u>9,546</u>	<u>9,060</u>	<u>4,294</u>	<u>7,000</u>
Sub Total : Miscellaneous	231,228	98,518	109,060	201,787	136,853
<u>Non-Revenues</u>					
Appropriated Fund Balance	905		99,137		

TOTAL REVENUES	232,133	98,518	208,197	201,787	136,853
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	2008-09				Proposed
	Amended	2008-09	2009-10	2009-10	2010-11
<u>EXPENDITURES</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Projected</u>	<u>Budget</u>
<u>Capital Improvements Planning</u>					
Recreation Master Plan	0	0	0		
Impact Fee Evaluation (25% share)		0			
Sub-Total: Capital Improvements Planning	0	0	0		
Master Plan Parks Design	<u>0</u>	0	<u>0</u>		
Sub-Total: Capital Improvements Planning	0	0	0	0	0
<u>Interfund Transfers (transfers to)</u>					
2002 Revenue Bond Debt Service Fund (201)	136,508	136,508	137,572	137,572	136,853
Recreation Facilities Improvement Fund (340)	<u>95,625</u>	<u>0</u>	<u>70,625</u>	<u>62,982</u>	<u>0</u>
Sub-Total: Interfund Transfers	232,133	136,508	208,197	200,554	136,853
Reserve for Contingency	0		0		

TOTAL EXPENDITURES	232,133	136,508	208,197	200,554	136,853
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Ending Fund Balance	317,015	279,930	180,793	281,163	281,162
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Solid Waste Fund (115)

Beginning Fund Balance	7,690	7,690	66,645	66,645	128,680
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	2008-09 Amended Budget	2008-09 Actual	2009-10 Budget	2009-10 Projected	Proposed 2010-11 Budget
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REVENUES

<u>Charges for Services</u>					
Residential Customer Billings*	2,319,662	2,361,858	2,335,400	2,414,924	2,282,460
Recycling Fees	<u>0</u>	21,500	<u>6,000</u>	<u>119,836</u>	<u>120,000</u>
Sub-Total: Charges for Service	2,319,662	2,383,358	2,341,400	2,534,760	2,402,460

*Revenue from residential customer billings is net of the 6% Franchise Fee (equal to \$1.10 per month per residential unit) and \$.80 handling charge - both of which are reflected as revenue in the General Fund. The gross monthly charge per residential unit was \$20.21 in FY 09 & FY 10 and is projected at \$20.02 in FY 11.

Miscellaneous

Interest on Investments	<u>9,370</u>	<u>3,398</u>	<u>3,640</u>	<u>1,928</u>	<u>5,000</u>
Sub Total : Miscellaneous	9,370	3,398	3,640	1,928	5,000

Appropriated Fund Balance	0		0		0
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TOTAL REVENUES	2,329,032	2,386,755	2,345,040	2,536,688	2,407,460
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	2008-09 Amended Budget	2008-09 Actual	2009-10 Budget	2009-10 Projected	Proposed 2010-11 Budget
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EXPENDITURES

<u>Operating Expenses</u>					
Payment to Solid Waste Contractor	2,329,032	2,325,942	2,335,400	2,362,182	2,282,460
Promotional Items	0	3,082	4,640	1,496	3,146
Legal Advertising	0	0	0	176	0
Informational Flyers	<u>0</u>	<u>(1,223)</u>	<u>5,000</u>	<u>(1,491)</u>	<u>(1,500)</u>
Sub-Total: Operating Expenses	2,329,032	2,327,801	2,345,040	2,362,363	2,284,106

Interfund Transfer (transfer to):

General Fund (001)	0	0	0	100,000	110,000
OSC Landfill Closure Fund (327)	<u>0</u>	<u>0</u>	<u>0</u>	<u>12,290</u>	<u>13,354</u>
Sub-Total: Interfund Transfers	0	0	0	112,290	123,354

Reserves for Contingency	0		0		0
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TOTAL EXPENDITURES	2,329,032	2,327,801	2,345,040	2,474,653	2,407,460
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Ending Fund Balance	7,690	66,645	66,645	128,680	128,680
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Economic Development Fund (116)
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Beginning Fund Balance	698,889	698,889	681,712	681,712	559,784
	2008-09	2008-09	2009-10	2009-10	Proposed
<u>REVENUES</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Projection</u>	<u>2010-11</u>
<u>Miscellaneous</u>					<u>Budget</u>
Interest on Investments	28,811	25,459	20,670	9,864	10,000
Appropriated Fund Balance	358,689		386,330		338,500
TOTAL REVENUES	387,500	25,459	407,000	9,864	348,500

	2008-09	2008-09	2009-10	2009-10	Proposed
<u>EXPENDITURES</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Projection</u>	<u>2010-11</u>
<u>Operating Expenses</u>					<u>Budget</u>
Operating Expenses	2,500	1,524	7,000	1,888	2,000
Promotional Activities/Materials	0	0	0	2,895	3,000
ED -Related Memberships	0	0	0	6,500	6,500
Payment for Contracted Economic Development Services	100,000	0	100,000	102,378	70,000
Other Professional Services:					
- Grants Administration Services	0	0	50,000	6,000	12,000
- Transportation Exception Concurrency Area	<u>35,000</u>	<u>33,612</u>	<u>0</u>	<u>8,631</u>	<u>5,000</u>
Sub-Total: Operating Expenses	137,500	35,136	157,000	128,292	98,500
Impact Fee Assistance/ED Incentives	250,000	7,500	250,000	3,500	250,000
TOTAL EXPENDITURES	387,500	42,636	407,000	131,792	348,500

Ending Fund Balance	340,199	681,712	295,382	559,784	221,284
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Building Services Fund (120)

Beginning Fund Balance	48,814	48,814	21,070	21,070	14,098
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	2008-09				Proposed
	Amended	2008-09	2009-10	2009-10	2010-11
REVENUES	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Projection</u>	<u>Budget</u>

Licenses and Permits

Base Building Permits	500,000	409,959	692,360	584,067	584,000
Plan Review Fees	125,000	77,167	173,090	141,180	141,000
Reinspections	45,640	18,350	27,600	8,400	8,000
Plan Review Resubmittal Fees	31,040	13,875	26,550	6,160	3,000
Right of Way Permits	<u>6,780</u>	<u>6,060</u>	<u>8,270</u>	<u>11,600</u>	<u>12,000</u>
Subtotal: Licenses and Permits	708,460	525,411	927,870	751,407	748,000

Miscellaneous

Interest on Investments	0	106	0	870	600
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Interfund Transfers (transfer from):

General Fund (001)	325,000	325,000	0	0	0
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TOTAL REVENUES	1,033,460	850,517	927,870	752,277	748,600
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	2008-09				Proposed
	Amended	2008-09	2009-10	2009-10	2010-11
EXPENDITURES	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Projection</u>	<u>Budget</u>

Operating Expenses

Personal Services	858,394	800,187	494,976	321,503	0
Operating Expenses	104,149	51,432	83,134	416,114	23,981
Contractual Services	0	0	0	0	602,960
Transfer to Vehicle Replacement Fund (302)	<u>8,798</u>	<u>7,541</u>	<u>6,081</u>	<u>2,532</u>	0
Sub-Total: Operating Expenses	971,341	859,161	584,191	740,149	626,941

Interfund Transfers (transfers to)

General Fund (001)	0	0	124,500	0	121,659
Medical Insurance Fund (510)	<u>19,100</u>	<u>19,100</u>	<u>19,100</u>	<u>19,100</u>	<u>0</u>
Sub-Total: Interfund Transfers	19,100	19,100	143,600	19,100	121,659

Reserve for Contingency	43,019		200,079		
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TOTAL EXPENDITURES	1,033,460	878,261	927,870	759,249	748,600
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Ending Fund Balance	91,833	21,070	221,150	14,098	14,098
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Stormwater Fund (138)

(Note: In FY 08-09, the Stormwater Utility (410) Fund, was closed as an enterprise fund. All assets, liabilities, revenues and expenses were transferred to this special revenue fund - Fund 138).

Beginning Equity and Pooled Cash (Net)	0	0	1,751,904	1,751,904	1,939,009
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	2008-09 Amended Budget	2008-09 Actual	2009-10 Budget	2009-10 Projection	Proposed 2010-11 Budget
REVENUES					
<u>Charges for Service</u>					
Stormwater Utility Fee	1,495,710	1,437,189	1,521,710	1,459,255	1,503,030
Sub-Total: Charges for Service	1,495,710	1,437,189	1,521,710	1,459,255	1,503,030
<u>Miscellaneous</u>					
Interest on Investments	39,730	73,623	51,890	30,760	25,000
Refund of Prior Year Expenses	0	0	0	5,000	0
Insurance Proceeds	0	0	0	2,631	0
Sale of Surplus Property	0	110	0	0	0
Sub-Total: Miscellaneous	39,730	73,733	51,890	38,391	25,000
<u>Interfund Transfers (transfer from):</u>					
General Fund (001)	0	28,954	27,840	32,859	34,323
Stormwater Utility Fund (410)	0	2,003,261	0	0	0
Water/Wastewater Fund (401)	0	77	190	100	190
Sub-Total: Interfund Transfers	0	2,032,293	28,030	32,959	34,513
Appropriated Fund Balance	3,449,661		545,637		1,075,527

TOTAL REVENUES	4,985,101	3,543,215	2,147,267	1,530,605	2,638,070
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	2008-09 Amended Budget	2008-09 Actual	2009-10 Budget	2009-10 Projection	Proposed 2010-11 Budget
EXPENDITURES					
<u>Stormwater Administration/Inspections</u>					
Personal Services	96,198	84,711	89,549	101,528	87,956
Operating Expenses	78,834	75,884	23,283	21,451	24,618
Transfer to Vehicle Replacement Fund (302)	3,262	3,262	0	4,209	4,335
Sub-Total: Stormwater Administration	178,294	163,858	112,832	127,188	116,909
<u>Stormwater Maintenance</u>					
Personal Services	440,392	396,342	387,359	372,388	403,478
Operating Expenses	535,204	494,335	439,778	402,982	424,672
Capital Outlay*	0	0	0	0	65,000
Transfer to Vehicle Replacement Fund (302)	32,723	32,723	53,565	60,238	60,648
Sub-Total: Stormwater Maintenance	1,008,319	923,400	880,702	835,608	953,798
*new skid steer loader vehicle (FY 10-11)					
Total Departmental Expenses	1,186,613	1,087,258	993,534	962,796	1,070,707

Stormwater Fund (138)

EXPENDITURES (continued)	2008-09 Budget	2008-09 Actual	2009-10 Budget	2009-10 Projection	Proposed 2010-11 Budget
Drainage Capital Improvements					
Lake Jessup/426 Basin:					
- Construction	542,086	452,851	0	0	0
Pipe Lining Repairs (Mead Manor)	0	0	0	0	160,000
Stormwater Conveyance System - Engineering Analysis	0	0	125,000	125,000	125,000
Land Acquisition: Martin Property	450,000	0	0	0	0
Aulin Ave. South					
- Engineering/Design	167,437	34,021	0	62,225	
- Land Acquisiton and Related Costs	0	7,375	0	922	
- Construction	0	0	791,499	0	993,634
Willa Lake Circle/Corbin Court (design)					0
- Design (Corbin Ct.)	0	0	62,526	2,300	25,000
- Easement Acquisition (Corbin Ct.)					10,000
Meadows Stormwater Pond	0	0	0	3,515	
Twin Oaks Circle (design)					10,000
McKinnon Ave. North and South Outfalls					
- Engineering/Design	0	38,667	0	12,034	0
- Construction	<u>462,206</u>	<u>0</u>	<u>0</u>		<u>0</u>
Sub-Total: Capital Improvements	1,621,729	532,914	979,025	205,996	1,323,634
Interfund Transfers (transfers to):					
General Fund (001):					
- for indirect costs	119,135	119,135	122,710	122,710	126,390
Health Insurance Fund (510)	19,100	19,100	19,100	19,100	24,000
Lease Financing Fund (205)*	<u>33,019</u>	<u>32,904</u>	<u>32,898</u>	<u>32,898</u>	<u>93,339</u>
Sub-Total: Interfund Transfers	171,254	171,139	174,708	174,708	243,729
*Principal and interest payments on streetsweeper and jet vac truck (FY 10-11)					
Reserve for Contingency	2,005,505		0		0
TOTAL EXPENDITURES	4,985,101	1,791,311	2,147,267	1,343,500	2,638,070
Ending Equity and Pooled Cash (Net)	0	1,751,904	1,751,904	1,939,009	863,482

DEBT SERVICE FUNDS

*Debt Service Funds account for the financing of
general long-term debt principal and interest.*

Public Improvement Revenue Bond Sinking Fund

2003 General Obligation Bond Sinking Fund

Lease Financing Fund



The City of Oviedo

Revenue Bonds and Notes Debt Service Fund (201)*

*Consolidates the debt service requirements for the 2002A and 2002B Public Improvement Revenue Bonds (PIRB) and the 2006, 2007, 2009A, 2009B Capital Improvement Revenue Notes.

Beginning Fund Balance	3,565	3,565	2,213	2,213	520
	2008-09	2008-09	2009-10	2009-10	Proposed
	Amended	Actual	Budget	Projection	2010-11
REVENUES	Budget	Actual	Budget	Projection	Budget
Miscellaneous					
Interest on Investments	<u>20,000</u>	<u>18,647</u>	<u>15,000</u>	<u>0</u>	<u>0</u>
Sub-Total: Miscellaneous	20,000	18,647	15,000	0	0
Interfund Transfers (from):					
General Fund (001)	1,290,998	1,290,998	1,402,925	1,347,768	1,408,137
Administrative Impact Fee Fund (101)	98,741	98,741	143,801	99,157	143,668
Transportation Impact Fee Fund (102)	110,620	110,620	111,863	111,863	109,031
Police Impact Fee Fund (107)	51,531	51,531	52,110	52,110	50,791
Fire Impact Fee Fund (108)	168,896	168,896	169,966	169,966	168,751
Recreation Impact Fee Fund (109)	136,508	136,508	137,572	137,572	136,853
Water/Wastewater Fund (401)	<u>0</u>	<u>0</u>	<u>34,683</u>	<u>34,683</u>	<u>34,714</u>
Sub-Total: Interfund Transfers	1,857,294	1,857,294	2,052,920	1,953,119	2,051,945
Appropriated Fund Balance	0		0		520
TOTAL REVENUES	1,877,294	1,875,941	2,067,920	1,953,119	2,052,465

	2008-09	2008-09	2009-10	2009-10	Proposed
	Budget	Actual	Budget	Projection	2010-11
EXPENDITURES	Budget	Actual	Budget	Projection	Budget
2006 Capital Improvements Refunding Revenue Note					
Principal	128,000	128,000	137,000	137,000	141,000
Interest	75,894	75,894	71,109	71,109	65,780
Misc. Debt Service Costs	<u>0</u>	<u>0</u>	<u>500</u>	<u>0</u>	<u>0</u>
Sub-Total	203,894	203,894	208,609	208,109	206,780
2002A Public Improvement Revenue Bonds					
Principal	435,000	435,000	450,000	450,000	465,000
Interest	363,378	363,378	347,283	347,283	329,845
Misc. Debt Service Costs	<u>300</u>	<u>300</u>	<u>300</u>	<u>300</u>	<u>300</u>
Sub-Total	798,678	798,678	797,583	797,583	795,145
2002B Public Improvement Revenue Bonds					
Principal	290,000	290,000	305,000	305,000	305,000
Interest	141,638	141,638	131,488	131,488	120,431
Misc. Debt Service Costs	<u>300</u>	<u>300</u>	<u>300</u>	<u>300</u>	<u>300</u>
Sub-Total	431,938	431,938	436,788	436,788	425,731

Public Improvement Revenue Bonds Debt Service Fund (201)*
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	2008-09	2008-09	2009-10	2009-10	Proposed
<u>EXPENDITURES (continued)</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Projection</u>	<u>2010-11</u>
					<u>Budget</u>
<u>2009A Capital Improvement Revenue Note (Martin Property)</u>					
Principal	0	0	26,400	26,400	38,700
Interest	0	0	41,787	41,787	29,463
Misc. Debt Service Costs	<u>0</u>	<u>0</u>	<u>500</u>	<u>0</u>	<u>0</u>
Sub-Total	0	0	68,687	68,187	68,163
<u>2007 Capital Improvement Revenue Note:*</u>					
Principal	185,000	185,000	195,000	195,000	205,000
Interest	257,784	257,784	249,145	249,145	240,038
Misc. Debt Service Costs	<u>0</u>	<u>0</u>	<u>500</u>	<u>0</u>	<u>0</u>
Sub-Total	442,784	442,784	444,645	444,145	445,038
* \$5.7 million bank loan to construct new Fire Station, Fire Admin. Bldg. and Public Works Admin./Engineering facility.					
<u>2009B Capital Improvement Revenue Note:*</u>					
Principal	0	0	25,000	0	25,000
Interest	0	0	86,108	0	86,108
Misc. Debt Service Costs	<u>0</u>	<u>0</u>	<u>500</u>	<u>0</u>	<u>500</u>
Sub-Total	0	0	111,608	0	111,608
*\$1.3 million (estimated) bank loan to complete Public Works Complex.					
Sub-Total (Fire Station & PW Complex)	442,784	442,784	556,253	444,145	556,646
Total Debt Service Costs	1,877,294	1,877,293	2,067,920	1,954,812	2,052,465
Reserve for Future Debt Service	0		0		0
TOTAL EXPENDITURES					
	1,877,294	1,877,293	2,067,920	1,954,812	2,052,465
Ending Fund Balance	3,565	2,213	2,213	520	0

2003 General Obligation Bond Debt Service Fund (203)*

*payment of principal and interest for Oviedo On the Park infrastructure improvements

Beginning Fund Balance	34,740	34,740	5,869	5,869	3,594
	2008-09				Proposed
	Amended	2008-09	2009-10	2009-10	2010-11
REVENUES	Budget	Actual	Budget	Projection	Budget
Property Taxes					
Current*	508,229	510,445	546,092	543,187	545,091
Delinquent	<u>0</u>	<u>947</u>	<u>0</u>	<u>310</u>	<u>0</u>
Sub-Total: Taxes	508,229	511,392	546,092	543,497	545,091
Miscellaneous					
Interest on Investments	<u>10,000</u>	<u>10,897</u>	<u>5,000</u>	<u>5,320</u>	<u>5,000</u>
Sub-Total: Miscellaneous	10,000	10,897	5,000	5,320	5,000
Appropriated Fund Balance	32,932		0		0
TOTAL REVENUES	551,161	522,290	551,092	548,817	550,091

	2008-09				
	Amended	2008-09	2009-10	2009-10	2010-11
EXPENDITURES	Budget	Actual	Budget	Projection	Budget
2003 Limited Ad Valorem Bonds					
Principal	195,000	195,000	200,000	200,000	205,000
Interest	355,861	355,861	350,792	350,792	344,791
Miscellaneous Debt Service Costs	<u>300</u>	<u>300</u>	<u>300</u>	<u>300</u>	<u>300</u>
Total: Debt Service	551,161	551,161	551,092	551,092	550,091
Reserve for Future Debt Service	0		0		

TOTAL EXPENDITURES	551,161	551,161	551,092	551,092	550,091
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Ending Fund Balance	1,808	5,869	5,869	3,594	3,594
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Lease Financing Fund (205)

Beginning Fund Balance	19,228	19,228	14	14	15
	2008-09	2008-09	2009-10	2009-10	Proposed
REVENUES	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Projection</u>	<u>Budget</u>
<u>Miscellaneous</u>					
Interest on Investments	0	586	0	0	0
<u>Non-Revenues</u>					
<u>Interfund Transfers (transfers from):</u>					
General Fund (001)	53,126	33,144	52,950	52,950	175,383
Federal Law Enforcement Trust Fund (106)	45,129	0	78,957	0	0
Stormwater Utility Fund (138)	33,019	32,904	32,898	32,898	93,339
Vehicle Replacement Fund (302)	<u>204,745</u>	<u>169,940</u>	<u>213,217</u>	<u>162,420</u>	<u>244,323</u>
Sub Total: Interfund Transfers	336,019	235,988	378,022	248,269	513,045
Appropriated Fund Balance	0		0		
TOTAL REVENUES	336,019	236,574	378,022	248,269	513,045

	2008-09	2008-09	2009-10	2009-10	Proposed
EXPENDITURES	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Projection</u>	<u>Budget</u>
<u>Debt Service Payments</u>					
<u>Fire/Rescue Vehicles:</u>					
2004 Pumper Vehicle:					
- Principal	52,441	52,440	0	0	0
- Interest	<u>762</u>	<u>763</u>	<u>0</u>	<u>0</u>	<u>0</u>
Sub-Total	53,203	53,203	0	0	0
2006 Pumper Vehicle:					
- Principal	68,026	68,026	70,641	70,641	73,356
- Interest	<u>7,789</u>	<u>7,788</u>	<u>5,173</u>	<u>5,173</u>	<u>2,458</u>
Sub-Total	75,815	75,814	75,814	75,814	75,814
2007 Pumper Vehicle:					
- Principal	35,445	35,702	36,720	36,720	38,131
- Interest	<u>5,577</u>	<u>5,222</u>	<u>4,204</u>	<u>4,204</u>	<u>2,793</u>
Sub-Total	41,022	40,923	40,924	40,924	40,924
2009 Rescue/Transport Vehicles (2)					
- Principal	29,013	0	78,448	39,690	80,778
- Interest	<u>5,692</u>	<u>0</u>	<u>18,031</u>	<u>5,992</u>	<u>13,853</u>
Sub-Total	34,705	0	96,479	45,682	94,631
Total Fire/Rescue Vehicles	204,745	169,940	213,217	162,420	211,369

Lease Financing Fund (205)

	2008-09	2008-09	2009-10	2009-10	Proposed
<u>EXPENDITURES</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Projection</u>	<u>2010-11</u>
					<u>Budget</u>
<u>2010 Siemens Bank Loan*</u>					
Principal					87,741
Interest					<u>35,883</u>
					123,624
*reflects principal & interest for General Facility Improvement Measures only. P&I for remaining portion of bank loan related to radio read meters is budgeted in the Water/Wastewater Utility Fund					
<u>Front End Loader</u>					
- Principal					27,227
- Interest					<u>5,726</u>
Sub-Total					32,954
<u>Street Sweeper</u>					
- Principal	27,987	27,884	29,186	29,186	30,549
- Interest	<u>5,032</u>	<u>5,014</u>	<u>3,712</u>	<u>3,712</u>	<u>2,349</u>
Sub-Total	33,019	32,898	32,898	32,898	32,898
<u>Stormwater Jet-Vac Truck</u>					
- Principal					49,938
- Interest					<u>10,503</u>
Sub-Total					60,441
<u>Telephone System Equipment</u>					
- Principal	40,991	40,841	42,748	42,748	44,744
- Interest	<u>7,370</u>	<u>7,344</u>	<u>5,437</u>	<u>5,437</u>	<u>3,441</u>
Sub-Total	48,361	48,184	48,185	48,185	48,185
<u>In Car Video Recording System*</u>					
- Principal	39,614	0	70,212	0	0
- Interest	<u>5,515</u>	<u>0</u>	<u>8,745</u>	<u>0</u>	<u>0</u>
Sub-Total	45,129	0	78,957	0	0
*System purchase was funded in FY 09-10 from Federal confiscated funds and Byrne Dept. of Justice grant.					
<u>Copier (Finance Dept.)</u>					
- Principal	4,050	4,050	4,337	4,337	3,454
- Interest	<u>715</u>	<u>715</u>	<u>428</u>	<u>428</u>	<u>120</u>
Sub-Total	4,765	4,765	4,765	4,765	3,574
Reserve for Future Debt Service	0		0		0
TOTAL EXPENDITURES	336,019	255,787	378,022	248,268	513,045
Ending Fund Balance	19,228	14	14	15	15



The City of Oviedo

CAPITAL PROJECT FUNDS

Capital Project Funds account for the improvements, repairs, and construction of City facilities and infrastructure, technological enhancements, major road improvements and vehicle replacement and acquisition.

Vehicle/Equipment Replacement Fund

Evans Street Landfill Closure Fund

OSC Extension Landfill Closure Fund

Local Option Sales Tax Construction Fund

Downtown Infrastructure Construction Fund

Technology Improvements Fund

General Facilities Improvements Fund

2008 Revenue Bond Construction Fund

Recreation Facilities Improvements Fund



The City of Oviedo

Vehicle/Equipment Replacement Fund (302)

Beginning Fund Balance	770,558	770,558	418,633	418,633	495,768
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	2008-09	2008-09	2009-10	2009-10	2010-11
REVENUES	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Projection</u>	<u>Budget</u>

Miscellaneous

Fire Vehicle Lease Proceeds:

- Emergency Rescue Vehicles (2)	441,867		429,642	429,682	0
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Heavy Equipment Lease Proceeds:

- Front End Loader	0		160,376	148,106	0
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- Jet Vac Truck (stormwater maintenance)	0		280,000	271,642	0
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Sale of Surplus Vehicles and Equipment	<u>15,000</u>		<u>15,000</u>	<u>0</u>	<u>0</u>
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Sub-Total: Miscellaneous	456,867	0	885,018	849,430	0
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Interfund Transfers (transfers from)

- General Fund (from Dept. operating budgets)	464,749	398,357	398,043	390,132	330,172
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- Building Services Fund (120)	8,798	7,541	6,081	2,532	0
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- Stormwater Fund (138)	<u>35,985</u>	<u>35,985</u>	<u>53,565</u>	<u>53,565</u>	<u>64,983</u>
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Sub-Total: Interfund Transfers	509,532	441,883	457,689	446,229	395,155
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Appropriated Fund Balance	151,552		0		0
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TOTAL REVENUES	1,117,951	441,883	1,342,707	1,295,659	395,155
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	2008-09	2008-09	2009-10	2009-10	2010-11
EXPENDITURES	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Projection</u>	<u>Budget</u>

Vehicle Replacement and New Acquisitions

Police Department

- FY 08-09	142,000	181,663			
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- FY 09-10			200,000	133,793	
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- FY 10-11					<u>0</u>
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Sub-Total: Police Department	211,339	181,663	200,000	133,793	0
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Public Works

- Streets and Sidewalk Maintenance	18,000	23,054	0		0
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- Landscaping & ROW Maintenance	36,000	79,080	50,000	76,831	0
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- Skid Steer Loader	0	0	43,805		0
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- Caterpillar Loader 928 (or similar)	<u>0</u>	<u>0</u>	<u>160,376</u>	<u>148,106</u>	<u>0</u>
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Sub-Total: Public Works	54,000	102,134	254,181	224,937	0
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Development Services

- Building Services:					
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- Pick-up Truck	<u>16,000</u>	<u>14,091</u>	<u>22,500</u>	<u>0</u>	<u>0</u>
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Sub-Total: Development Services	16,000	14,091	22,500	0	0
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Fire Vehicle and Rescue Equipment Replacement:

- Emergency Rescue Vehicles	441,867	211,344	0	219,995	0
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- Ford Explorer (command vehicle)	<u>35,000</u>	<u>29,394</u>	<u>0</u>	<u>0</u>	<u>0</u>
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Sub-Total: Fire/Rescue	476,867	240,738	0	219,995	0
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Vehicle/Equipment Replacement Fund (302)

<u>EXPENDITURES</u>	<u>2008-09 Budget</u>	<u>2008-09 Actual</u>	<u>2009-10 Budget</u>	<u>2009-10 Projection</u>	<u>2010-11 Budget</u>
<u>Parks and Recreation</u>					
- Field Equipment	0	0	80,548	105,737	0
- Club Car w/ spray attachment	<u>0</u>	<u>0</u>	<u>27,000</u>	<u>0</u>	<u>0</u>
Sub-Total: Parks and Recreation	0	0	107,548	105,737	0
Sub-Total: Vehicle Replacement	758,206	538,626	584,229	684,462	0
<u>New Vehicles and Equipment (additions to the fleet)</u>					
- Aerial Lift Vehicle (bucket truck)	80,000	85,242	0		0
- Jet Vac Truck	<u>0</u>	<u>0</u>	<u>280,000</u>	<u>271,642</u>	<u>0</u>
Sub-Total: New Acquisitions	80,000	85,242	280,000	271,642	0
Total: Vehicle Replacement & New Acquisitions	838,206	623,868	864,229	956,104	0
<u>Interfund Transfers</u>					
Transfer to Lease Financing Fund: Annual Lease Payments:					
- 2010 Cat Loader					32,954
- 2004 Fire Pumper	53,203	53,203	0	0	0
- 2006 Fire Pumper	75,815	75,814	75,814	75,814	75,814
- 2007 Fire Pumper	41,022	40,923	40,924	40,924	40,924
- 2009 Rescue Unit	34,705	0	0	45,682	45,682
- 2010 Rescue Unit	<u>0</u>	<u>0</u>	<u>96,479</u>	<u>0</u>	<u>48,949</u>
Sub-Total: Interfund Transfers	204,745	169,940	213,217	162,420	244,323
Transfer to General Fund				100,000	0
Reserve for Contingency	75,000		265,261		150,832
TOTAL EXPENDITURES	1,117,951	793,808	1,342,707	1,218,524	395,155
Ending Fund Balance	694,006	418,633	683,894	495,768	646,601

Evans Street Landfill Closure Fund (307)

Beginning Fund Balance	47,938	44,142	39,192	39,192	18,876
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<u>REVENUES</u>	<u>2008-09 Budget</u>	<u>2008-09 Actual</u>	<u>2009-10 Budget</u>	<u>2009-10 Projection</u>	<u>2010-11 Budget</u>
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Miscellaneous

Interest on Investments	3,578	3,578	2,790	784	
Appropriated Fund Balance	13,922		7,210		12,100

TOTAL REVENUES	17,500	3,578	10,000	784	12,100
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<u>EXPENDITURES</u>	<u>2008-09 Budget</u>	<u>2008-09 Actual</u>	<u>2009-10 Budget</u>	<u>2009-10 Projection</u>	<u>2010-11 Budget</u>
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Groundwater and Well Monitoring					
- Evans Street Landfill	7,500	8,528	10,000	12,100	12,100
- Site Investigation (Police Bldg.)				9,000	
Reserve for Contingency	10,000		0		0

TOTAL EXPENDITURES	17,500	8,528	10,000	21,100	12,100
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Ending Fund Balance	44,016	39,192	31,982	18,876	6,776
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Local Option Sales Tax Construction Fund (309)

Beginning Fund Balance	2,187,661	2,187,661	3,394,879	3,394,879	4,354,051
	2008-09				
	Amended	2008-09	2009-10	2009-10	2010-11
REVENUES	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Projection</u>	<u>Budget</u>
<u>Miscellaneous</u>					
Interest on Investments	<u>133,055</u>	<u>107,607</u>	<u>161,980</u>	<u>58,774</u>	<u>100,000</u>
Sub Total : Miscellaneous	133,055	107,607	161,980	58,774	100,000
<u>Intergovernmental</u>					
Transp. Community & System Preservation Program	0	0	285,000	0	0
ARRA Federal Stimulus Funds				157,340	
Local Option Sales Tax:					
- 2nd Generation (City share)	<u>1,319,026</u>	<u>1,105,368</u>	<u>1,159,583</u>	<u>1,026,380</u>	<u>1,057,171</u>
Sub-Total: Intergovernmental	1,319,026	1,105,368	1,444,583	1,183,720	1,057,171
<u>Interfund Transfers (transfer from):</u>					
Transportation Impact Fee Fund (102)	650,000	<u>0</u>	0	0	0
Appropriated Fund Balance	0		0		0

TOTAL REVENUES	2,102,081	1,212,976	1,606,563	1,242,494	1,157,171
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	2008-09				
	Amended	2008-09	2009-10	2009-10	2010-11
EXPENDITURES	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Projection</u>	<u>Budget</u>
<u>SR 426/CR 419 Roadway Improvements:</u>					
Phase 1A Improvements:	0	0	0		
- Right of Way Acquisition (City share)	<u>0</u>	<u>0</u>	<u>425,000</u>	<u>0</u>	<u>425,000</u>
Sub-Total: SR 426/CR 419 Roadway Imps	0	0	425,000	0	425,000
<u>Intersection Improvements</u>					
Katie Jean/Manigan - west bound turn lane	100,000	1,957	100,000	115,559	
Eastbridge/Henson Court - west bound turn lane	130,000	0	130,000	125,188	
Mitchell Hammock Road (at Albertson's - west of SR434)	<u>52,200</u>	<u>3,800</u>	<u>37,200</u>	<u>42,575</u>	
Sub-Total: Intersection Improvements	282,200	5,757	267,200	283,322	0
Reserve for Contingency	1,819,881		914,363		732,171

TOTAL EXPENDITURES	2,102,081	5,757	1,606,563	283,322	1,157,171
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Ending Fund Balance	4,007,542	3,394,879	4,309,242	4,354,051	5,086,222
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Downtown Infrastructure Construction Fund (318)

Beginning Fund Balance	7,727,516	7,601,008	7,883,808	7,883,808	7,960,577
	2008-09	2008-09	2009-10	2009-10	2010-11
REVENUES	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Projection</u>	<u>Budget</u>
<u>Miscellaneous</u>					
Developer Contribution (MH/Oviedo Way Signalization)	363,000	0	0	0	0
Interest Earnings	<u>225,000</u>	<u>284,925</u>	<u>300,250</u>	<u>135,234</u>	<u>150,000</u>
Sub-Total: Miscellaneous	588,000	284,925	300,250	135,234	150,000
<u>Interfund Transfers (transfer from):</u>					
Water/Wastewater Utility (406) Fund	<u>700,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Sub- Total: Interfund Transfers	700,000	0	0	0	0
*reimbursement for Oviedo Blvd. stormwater system incurred in FY 06.					
Appropriated Fund Balance	4,999,155		92,122		7,960,577
TOTAL REVENUES	6,287,155	284,925	392,372	135,234	8,110,577
	2008-09	2008-09	2009-10	2009-10	2010-11
EXPENDITURES	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Projection</u>	<u>Budget</u>
<u>Bond Issuance Costs</u>					
Bond Arbitrage Services	1,250	2,125	0	0	0
<u>Downtown Development and Redevelopment</u>					
Downtown Redevelopment Plan/CRA Feasibility Study	100,000	0	45,000	58,465	25,000
Engineering/Design and Surveying	199,474				
Road Construction, Utilities, Landscaping and Streetscaping*:					
- Oviedo Way (City share only)	492,922				
- Oviedo Circle (City share only)	2,018,978				
- Oviedo Court (City share only)	272,791				
- MH/Oviedo Way Intersection Improvements/Signalization	438,000				
- Construction Planning and Management Services	242,936				
*includes utility line upgrades, irrigation and street lighting					
Amphitheatre:					
- Engineering/Design	331,770	0	347,372	0	0
- Site Work, Retaining Walls and Irrigation	1,673,720				
Community Park (City cost share only):					
- Engineering/Design	75,707				
- Site Work, Retaining Walls & Irrigation	296,071				
- Landscaping	<u>143,536</u>				
Sub-Total: Downtown Dev. & Redevelopment	6,285,905	0	392,372	58,465	25,000
<u>Reserve for Contingency:</u>					
Future Downtown Infrastructure Improvements	0	0	0	0	8,085,577
TOTAL EXPENDITURES	6,287,155	2,125	392,372	58,465	8,110,577
Ending Fund Balance	2,728,362	7,883,808	7,791,686	7,960,577	8,085,577

Technology Improvements Fund (320)

Beginning Fund Balance	396,722	396,722	301,031	301,031	108,282
	2008-09	2008-09	2009-10	2009-10	2010-11
<u>REVENUES</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Projection</u>	<u>Budget</u>
<u>Miscellaneous</u>					
Lease/Purchase Proceeds (Police In-Car Video System)	<u>0</u>	<u>0</u>	<u>220,424</u>	<u>0</u>	<u>0</u>
Sub-Total: Miscellaneous	0	0	220,424	0	0
<u>Interfund Transfers (transfers from)</u>					
- Water/Wastewater Utility Fund (401)	<u>50,000</u>	<u>50,000</u>	<u>50,000</u>	<u>50,000</u>	<u>50,000</u>
Sub-Total: Interfund Transfers	50,000	50,000	50,000	50,000	50,000
Appropriated Fund Balance	202,350		264,421		81,872
TOTAL REVENUES	252,350	50,000	534,845	50,000	131,872

	2008-09	2008-09	2009-10	2009-10	2010-11
<u>EXPENDITURES</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Projection</u>	<u>Budget</u>
<u>Geographic Information System</u>					
- Contract Technical Assistance (data base design)	15,000	15,000	12,500	0	0
- GIS Coordinator (contract employee)	0	0	65,570	48,342	48,732
- Creation of Data Layers and Address Points (contracted)	55,000	11,994	25,000	30,311	37,000
- Servers and GIS Positioning Equipment	18,200	9,268	0	5,614	0
- Software Maintenance	39,950	46,559	54,055	54,055	4,540
- Software Acquisition (ARC-GIS suite)	47,200	38,700	35,000	35,000	35,000
- Outside Training for City Users	<u>27,000</u>	<u>19,900</u>	<u>11,200</u>	<u>0</u>	<u>6,600</u>
Sub-Total: Geographic Information System	202,350	141,421	203,325	173,322	131,872
<u>Software Acquisition (work process improvements)</u>					
- Asset Management Upgrade and Bar Coding System	<u>0</u>	<u>0</u>	<u>28,760</u>	<u>24,900</u>	<u>0</u>
Sub-Total: Software Acquisition	0	0	28,760	24,900	0
<u>IP Telephony System (New Exchange Server & OS Upgrade)</u>					
- Hardware/Software	0	0	21,341	24,837	0
- Call Manager License	0	0	0	12,428	0
- Installation/Professional Services	<u>0</u>	<u>0</u>	<u>10,995</u>	<u>7,262</u>	<u>0</u>
Sub-Total: New Exchange Server	0	0	32,336	44,527	0
<u>Police In-Car Video Recording System</u>					
- In-Car Equipment	0	0	172,350	0	0
- Server and Software	0	0	17,770	0	0
- Licensing/Warranty/Misc.	<u>0</u>	<u>0</u>	<u>30,304</u>	<u>0</u>	<u>0</u>
Sub-Total: Police In-Car Video Recording System	0	0	220,424	0	0

Technology Improvements Fund (320)

	2008-09	2008-09	2009-10	2009-10	2010-11
<u>EXPENDITURES</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Projection</u>	<u>Budget</u>
<u>Communication and Web-Site Improvements</u>					
Web-Site Re-design/Conversion	<u>0</u>	<u>4,270</u>	<u>0</u>	<u>0</u>	<u>0</u>
Sub-Total: Communication & Web Site Improvements	0	4,270	0	0	0
Sub-Total: Technology Improvements	202,350	145,691	484,845	242,749	131,872
Reserve for Contingencies	50,000		50,000		
TOTAL EXPENDITURES	252,350	145,691	534,845	242,749	131,872
Ending Fund Balance	244,372	301,031	86,610	108,282	26,410

Oviedo Sport Complex Ext. Landfill Closure Fund (327)
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Beginning Fund Balance	0	0	17,061	17,061	33,229
	2008-09				
	Amended	2008-09	2009-10	2009-10	2010-11
<u>REVENUES</u>	<u>Budget 2</u>	<u>Actual</u>	<u>Budget</u>	<u>Projection</u>	<u>Budget</u>
<u>Miscellaneous</u>					
Interest on Investments	0	122	510	372	1,000
Rentals and Leases	<u>4,500</u>	<u>5,000</u>	<u>16,050</u>	<u>15,000</u>	<u>15,000</u>
Sub-Total: Miscellaneous	4,500	5,122	16,560	15,372	16,000
<u>Interfund Transfers (transfers from):</u>					
Transfer from Solid Waste Fund (115)	0	0	0	12,296	13,354
Transfer from General Fund (001)	19,000	19,000	12,296	0	0
Appropriated Fund Balance	0		0		

TOTAL REVENUES	23,500	24,122	28,856	27,668	29,354
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	2008-09				
<u>EXPENDITURES</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Projection</u>	<u>Budget</u>
Groundwater and Well Monitoring - OSC Ext. Landfill	7,500	7,061	11,500	11,500	11,500
Reserve for Long-Term Care and Closure	16,000		17,356		17,854

TOTAL EXPENDITURES	23,500	7,061	28,856	11,500	29,354
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Ending Fund Balance	16,000	17,061	34,417	33,229	51,082
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General Facilities Improvements Fund (330)

Beginning Fund Balance	175,082	175,082	308,979	308,979	337,057
	2008-09				
	Amended	2008-09	2009-10	2009-10	2010-11
REVENUES	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Projected</u>	<u>Budget</u>
<u>Miscellaneous</u>					
Bank Loan Proceeds					
- Siemens Facility Improvement Measures				<u>1,043,033</u>	
Sub-Total: Miscellaneous				1,043,033	
<u>Interfund Transfers (transfers from):</u>					
General Fund (001)	0	0	0	100,000	0
Revenue Bond Construction Fund (335)*	<u>142,992</u>	<u>140,992</u>	<u>0</u>	<u>0</u>	<u>0</u>
Sub-Total: Interfund Transfers	142,992	140,992	0	100,000	0
Appropriated Fund Balance	77,008		60,000		277,300
TOTAL REVENUES	220,000	140,992	60,000	1,143,033	277,300
	2008-09				
	Amended	2008-09	2009-10	2009-10	2010-11
EXPENDITURES	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Projected</u>	<u>Budget</u>
<u>Siemens Facility Improvement Measures</u>					
Lighting Retrofit				294,716	
Solar Window Film				10,596	
Municipal Complex Controls				26,783	
Riverside Controls				19,722	
Gymnasium Controls				9,400	
Pool Pump Variable Frequency Drives				18,543	
Geothermal Pool Heating				367,722	
Geothermal Facility Heating/Cooling				221,405	
Pool Ionizations				74,146	
Bank Loan Issuance Costs (30%)				<u>2,235</u>	
Sub-Total: Facility Improvement Measures				1,045,268	
<u>City Hall Annex</u>					
Generator Replacement - Annex/EOC	<u>175,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>175,000</u>
Sub-Total: Fire Department	175,000	0	0	0	175,000
<u>City Hall Plant and Equipment</u>					
AC Unit for IT Server Room				60,000	
Chiller Unit Replacement					69,900
Air Handler Unit Replacement					<u>32,400</u>
Sub-Total: City Hall Plant and Equipment				60,000	102,300
<u>Lawton House</u>					
Renovations and Code Compliance	0	0	10,000	9,687	0
Reserve for Contingencies	0		50,000		
TOTAL EXPENDITURES	220,000	7,095	60,000	1,114,955	277,300
Ending Fund Balance	98,074	308,979	298,979	337,057	59,757

2007 Revenue Note Construction Fund (335)
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Beginning Fund Balance	2,856,496	2,856,496	49	49	1,231,543
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	2008-09	2008-09	2009-10	2009-10	2010-11
REVENUES	Amended	Actual	Budget	Projection	Budget
	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Projection</u>	<u>Budget</u>
<u>Miscellaneous</u>					
Interest on Investments	74,665	51,665	(21,460)	(3,482)	
Insurance Proceeds	0	47,229	0	1,000	0
Revenue Bond Proceeds:					
- 2010 Bank Loan (PW Complex)	<u>5,300,000</u>	<u>0</u>	<u>0</u>	<u>1,335,000</u>	<u>0</u>
Sub Total : Miscellaneous	5,374,665	98,894	(21,460)	1,332,518	0
<u>Interfund Transfers (transfers from):</u>					
Transfer from General Fund (001)	1,000	1,000	0	0	0
Appropriated Fund Balance	0		1,089,960		1,231,543
TOTAL REVENUES	5,375,665	99,894	1,068,500	1,332,518	1,231,543

	2008-09	2008-09	2009-10	2009-10	2010-11
EXPENDITURES	Amended	Actual	Budget	Projection	Budget
	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Projection</u>	<u>Budget</u>
<u>Bond Issuance Costs</u>					
Series 2007 Revenue Note	210,500	0	0	0	0
2010 Bank Loan	0	0	0	35,000	0
<u>Fire Station #48 and Fire Administration Building</u>					
Site Work and Construction	1,483,946	1,344,988	0	1,104	0
Furnishings, Supplies and Signage	50,000	75,291	0	0	0
Fiber Optic and Traffic Control Device	163,489	107,580	0	0	0
Engineering Services	0	29,118	0	0	0
Construction Management Services	<u>5,550</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Sub-Total: Fire Station #48	1,702,985	1,556,978	0	1,104	0

2008 Revenue Bond Construction Fund (335)
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<u>EXPENDITURES</u>	2008-09 Amended Budget	2008-09 Actual	2009-10 Budget	2009-10 Projection	2010-11 Budget
<u>Public Works Complex</u>					
Engineering/Design	270,000	28,057	0	0	0
Impact Fees/Electrical Svcs./Miscellaneous	100,000	3,464	0	57,570	0
Land Acquisition and Related Costs	200,000	0	0	0	0
Admin./Engineering Building	569,509	1,142,933	0	0	0
Fleet Maintenance Bldg. Renovation	700,000	0	700,000	7,350	700,000
Automated Car Wash System	0	0	120,000	0	120,000
Allowance for Building Renovations	0	0	65,000	0	65,000
Maintenance Facility (including EOC)	625,000	0	0	0	0
Equipment and Material Storage Bays	0	0	101,500	0	200,000
Furniture, Fixtures and Equipment:					
- PWA Bldg.	50,000	83,918	0	0	0
- Fleet Maintenance Bldg.	<u>0</u>	<u>0</u>	<u>82,000</u>	0	<u>82,000</u>
Sub-Total: PW Complex	2,514,509	1,258,372	1,068,500	64,920	1,167,000
<u>Interfund Transfers (transfers to):</u>					
General Facilities Improvements Fund (330)	<u>140,992</u>	<u>140,992</u>	<u>0</u>	<u>0</u>	<u>0</u>
Sub-Total: Interfund Transfers	140,992	140,992	0	0	0
Reserve for Contingency	806,680		0		64,543
TOTAL EXPENDITURES	5,375,665	2,956,342	1,068,500	101,024	1,231,543
Ending Fund Balance	3,663,176	49	(1,089,911)	1,231,543	64,543

Recreation Facilities Improvements Fund (340)
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Beginning Fund Balance	499,175	499,175	281,693	281,693	77,461
	2008-09				
	Amended	2008-09	2009-10	2009-10	2010-11
REVENUES	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Projection</u>	<u>Budget</u>
<u>Intergovernmental (State Grants)</u>					
FRDAP Grants:					
- Friendship Park	<u>0</u>	<u>0</u>	<u>135,611</u>	<u>125,964</u>	<u>0</u>
- Florida Communities Trust (CFU Soccer)	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Sub-Total:	0	0	135,611	125,964	0
Sub-Total: Intergovernmental (State Grants)	0	0	135,611	125,964	0
<u>Miscellaneous</u>					
Bond Proceeds	688,500	688,500			
<u>Interfund Transfers (transfers from)</u>					
- Recreation Impact Fee Fund (109)	<u>95,625</u>	<u>0</u>	<u>70,625</u>	<u>62,982</u>	<u>0</u>
Sub-Total: Interfund Transfers	95,625	0	70,625	62,982	0
Appropriated Fund Balance	310,625		206,236		28,000
TOTAL REVENUES	1,094,750	688,500	412,472	188,946	28,000

	2008-09	2008-09	2009-10	2009-10	2010-11
EXPENDITURES	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Projection</u>	<u>Budget</u>
<u>Long Lake Park</u>					
Perimeter Field Fencing					28,000
Lightning Prediction System (8 Parks)	62,400	70,699			
<u>Solar Heating Improvements</u>					
Gym and Aquatic Center	101,300	325			
Riverside	41,300	0			
Misc Construction Cost	<u>10,000</u>	<u>0</u>			
Sub-Total: Solar Heating Improvements	152,600	325	0	0	0

Recreation Facilities Improvements Fund (340)
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<u>EXPENDITURES</u>	<u>2008-09 Budget</u>	<u>2008-09 Actual</u>	<u>2009-10 Budget</u>	<u>2009-10 Projection</u>	<u>2010-11 Budget</u>
<u>Community Park (Master Plan) Improvements</u>					
Practice Fields - Shane Kelly Park	191,250	36,121	141,250	141,250	0
Engineering/Design:					
- Master Plan Projects		<u>28,600</u>			
Sub-Total: Community Park Improvements	191,250	64,721	141,250	141,250	0
<u>Sweetwater Park</u>					
Pavilion Replacement		11,405			
<u>Friendship Park Improvements</u>					
- Engineering/Design and Surveying/Misc.			8,000	12,250	
- Playground Equipment & Playground Surface			56,000	73,707	
- Pavilion and Shade Structure			120,500	121,046	
- Site Work, Landscaping, Paving & Hardscaping			68,222	41,830	
- Irrigation, Fencing and New Gates			<u>18,500</u>	<u>3,095</u>	
Sub-Total: Friendship Park Improvements	0	0	271,222	251,928	0
<u>Riverside Park</u>					
- Community Center Roof Repair		42,542			
<u>Martin Property Acquisition</u>					
- Land Acquisition and Appraisal	<u>650,000</u>	<u>679,050</u>			
Sub-Total: Recreation Facility Improvements	1,056,250	868,742	412,472	393,178	28,000
Bond Issuance Cost	38,500	37,240			
Reserve for Contingency	0		0		0
TOTAL EXPENDITURES	1,094,750	905,982	412,472	393,178	28,000
Ending Fund Balance	188,550	281,693	75,457	77,461	49,461



The City of Oviedo

ENTERPRISE FUNDS

Enterprise Funds account for operations financed and operated in a manner similar to private business enterprises.

Water and Wastewater Utility Funds



The City of Oviedo

Water/Wastewater Operating Fund (401)
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Beginning Equity and Pooled Cash	867,635	867,635	1,187,389	1,187,389	1,215,698
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	2008-09	2008-09	2009-10	2009-10	2010-11
REVENUES	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Projection</u>	<u>Budget</u>

Charges for Service

Water and Irrigation Sales	4,274,484	4,496,567	5,004,250	4,142,361	4,581,479
Sewer Service Fees	982,604	1,054,508	1,164,580	1,029,054	1,059,920
Reclaim Water/Alternative Water Sales	147,130	167,668	172,840	226,857	233,670
Meter Installation Fees (parts and labor)	67,901	64,021	70,680	64,540	66,480
Meter Re-Connection Charges	104,920	106,591	112,870	115,460	118,920
Dual Check Replacement Fee	0	66	0	9	0
Backflow Maintenance/Testing	0	(17)	0	30	0
Miscellaneous Charges for Service	<u>3,960</u>	<u>(6,260)</u>	<u>0</u>	<u>550</u>	<u>542</u>
Sub Total: Charges for Service	5,580,999	5,883,143	6,525,220	5,578,861	6,061,011

Miscellaneous

Interest Earnings	143,010	35,026	31,690	39,793	45,010
Late Payment Charges	96,980	100,869	99,520	125,650	129,420
Returned Check Charges	7,340	7,399	6,190	4,160	4,280
Miscellaneous	10	(363)	(180)	3,400	3,500
Sale of Assets	<u>0</u>	<u>4,673</u>	<u>1,310</u>	<u>0</u>	<u>0</u>
Sub Total: Miscellaneous	247,340	147,605	138,530	173,003	182,210

Non-Revenues

Interfund Transfers (transfer from):

Reuse Construction Fund (402)	0	0	0	831,000	0
Renewal and Replacement Fund (406)	0	<u>0</u>	<u>0</u>	<u>444,753</u>	<u>0</u>
Sub-Total: Interfund Transfers	0	0	0	1,275,753	0

Appropriated Retained Earnings	392,619		0		0
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TOTAL REVENUES	6,220,958	6,030,749	6,663,750	7,027,617	6,243,221
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EXPENDITURES

Utility Administration

Personal Services	199,816	194,227	189,841	189,584	191,835
Operating Expenses	115,027	150,348	115,271	697,060	63,124
Transfer to Vehicle Replacement Fund (407)	7,080	7,080	8,827	8,827	20,897
Capital Outlay	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Sub-Total: Utility Administration	321,923	351,655	313,939	895,471	275,856

Utility Billing and Customer Service

Personal Services	274,240	265,099	297,382	291,833	276,638
Operating Expenses	157,928	165,582	164,962	182,852	196,186
Transfer to Vehicle Replacement Fund (407)	3,766	3,766	1,582	1,582	2,303
Capital Outlay	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Sub-Total: Utility Billing & Customer Service	435,934	434,446	463,926	476,267	475,127

Water/Wastewater Operating Fund (401)
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EXPENDITURES	2008-09 <u>Budget</u>	2008-09 <u>Actual</u>	2009-10 <u>Budget</u>	2009-10 <u>Projection</u>	2010-11 <u>Budget</u>
<u>Water Production</u>					
Personal Services	583,826	468,181	464,509	460,609	470,406
Operating Expenses	1,268,167	1,046,244	1,197,377	1,046,860	1,103,170
Transfer to Vehicle Replacement Fund (407)	20,467	20,467	7,995	7,995	12,929
Capital Outlay	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Sub Total: Water Production	1,872,460	1,534,891	1,669,881	1,515,464	1,586,505
<u>Water Distribution and Maintenance</u>					
Personal Services	313,224	302,427	303,478	306,054	307,762
Operating Expenses	114,712	170,940	134,915	90,568	109,023
Transfer to Vehicle Replacement Fund (407)	21,828	21,828	25,775	25,775	24,132
Capital Outlay	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Sub Total: Water Distribution	449,764	495,195	464,168	422,397	440,917
Total: Water Production and Distribution	2,322,224	2,030,087	2,134,049	1,937,861	2,027,422
<u>Cross Connection Control</u>					
Personal Services	172,927	177,366	124,596	130,969	126,977
Operating Expenses	44,905	33,419	36,138	28,413	36,783
Transfer to Vehicle Replacement Fund (407)	7,151	7,151	5,317	5,317	3,589
Capital Outlay	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Sub Total: Cross Connection and Control	224,983	217,936	166,051	164,699	167,349
<u>Wastewater Collection and Reuse Distribution</u>					
Personal Services	149,089	140,334	143,503	140,589	145,019
Operating Expenses	816,606	634,764	698,546	605,812	742,299
Transfer to Vehicle Replacement Fund (407)	3,045	3,045	10,492	10,492	31,021
Capital Outlay	<u>0</u>	<u>24,999</u>	<u>0</u>	<u>0</u>	<u>0</u>
Sub Total: Wastewater Operations	968,740	803,142	852,541	756,893	918,339
<u>Reclaimed Water and Conservation</u>					
Personal Services	51,657	49,499	50,615	50,618	51,349
Operating Expenses	155,985	104,892	170,445	134,256	134,433
Transfer to Vehicle Replacement Fund (407)	1,781	1,781	2,152	2,152	2,174
Capital Outlay	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Sub Total: Reclaimed Water	209,423	156,171	223,212	187,026	187,956
Total: Water/Wastewater Utility Operations	4,483,227	3,993,510	4,153,718	4,418,217	4,052,049

Water/Wastewater Operating Fund (401)
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EXPENDITURES	2008-09 <u>Budget</u>	2008-09 <u>Actual</u>	2009-10 <u>Budget</u>	2009-10 <u>Projection</u>	2010-11 <u>Budget</u>
<u>Non-Expenditure Disbursements</u>					
<u>Interfund Transfers (transfer to):</u>					
General Fund (001)	510,570	510,570	575,890	575,890	592,990
Revenue Bond Sinking Fund (201)*	0	0	34,683	34,683	34,714
Technology Improvements Fund (320)	50,000	50,000	50,000	50,000	50,000
Renewal and Replacement Fund (406)	125,000	125,000	301,690	301,690	156,692
Stormwater Fund (410)	180	77	190	0	190
Health Insurance Fund (510)	<u>49,500</u>	<u>49,500</u>	<u>49,500</u>	<u>49,500</u>	<u>62,400</u>
Sub Total: Transfer to Misc. Interfund Transfers	735,250	735,147	1,011,953	1,011,763	896,986
*for share of debt service payment to finance Public Works Complex					
<i>Transfer to Sinking Fund (403)</i>					
For Accounting Correction from 2007	0	0	0	382,892	0
2003 Utility Revenue Bonds	505,118	505,118	450,769	450,769	511,269
2004 Refunding of 1996 Utility Revenue Bonds	404,972	404,972	404,910	404,910	398,310
2010 Siemens Bank Loan	0	0	0	0	291,397
SRF Loan #1- Reclaimed Water System	0	0	237,547	237,547	0
Generator Lease (Mitchell Hammock Water Plant)	<u>92,391</u>	<u>92,391</u>	<u>93,210</u>	<u>93,210</u>	<u>93,210</u>
Sub Total: Transfer to Sinking Fund (403)	1,002,481	1,002,481	1,186,436	1,569,328	1,294,186
Total: Interfund Transfers	1,737,731	1,737,628	2,198,389	2,581,091	2,191,172
Reserve for Contingencies	0		311,643		
TOTAL EXPENDITURES	6,220,958	5,731,138	6,663,750	6,999,308	6,243,221
Ending Equity and Pooled Cash	475,016	1,167,245	1,499,032	1,215,698	1,215,698

Reclaimed Water System Construction Fund (402)

Beginning Equity and Pooled Cash	(306,991)	(306,991)	(665,173)	(665,173)	417
	2008-09	2008-09	2009-10	2009-10	2010-11
<u>REVENUES</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Projection</u>	<u>Budget</u>
<u>Intergovernmental</u>					
Reimbursement from Seminole County	<u>720,849</u>	<u>0</u>	<u>662,370</u>	<u>0</u>	<u>0</u>
Sub-Total: Intergovernmental	720,849	0	662,370	0	0
<u>Miscellaneous</u>					
Interest on Investments	90,412	(29,676)	14,680	(11,416)	0
Refund of Prior Year Expense*	0	0	0	662,370	0
Debt Proceeds: SRF Loan #2 or Utility Revenue Bonds	<u>0</u>	<u>0</u>	<u>1,677,660</u>	<u>0</u>	<u>1,383,660</u>
Sub-Total: Miscellaneous	90,412	(29,676)	1,692,340	650,954	1,383,660
Payment from Seminole County for 52% of reuse transmission line construction costs incurred in prior years.					
<u>Interfund Transfers (transfer from):</u>					
Utility Revenue Bond Sinking Fund (403):					
- Accounting Correction from 2007				845,636	
- SRF #2 Loan Proceeds or Utility Revenue Bond Proceeds	<u>1,000,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Sub-Total: Interfund Transfers	1,000,000	0	0	845,636	0
Appropriated Retained Earnings	0		0		
TOTAL REVENUES	1,811,261	(29,676)	2,354,710	1,496,590	1,383,660

	2008-09	2008-09	2009-10	2009-10	2010-11
<u>EXPENDITURES</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Projection</u>	<u>Budget</u>
Tech. Assistance for SRF Loan Reimbursement & Reporting	<u>5,000</u>	<u>7,386</u>	<u>0</u>	<u>0</u>	<u>0</u>
Sub-Total: Professional Services	5,000	7,386	0	0	0
<u>Reuse Distribution System Expansion</u>					
Engineering/Design and Survey:					
- Long Lake Drive	5,000				
- Kingsbridge West Meters and Services	5,000				
- Big Oaks/Twin Rivers Phase I	0	5,582			
- Mitchell Hammock/Oviedo Blvd.	0	0			
- Alafaya Woods (Sect.17/18) Retrofit	<u>39,055</u>	<u>29,095</u>			
Sub-Total: Engineering and Design	49,055	34,678	0	0	0
Reclaimed Distribution System Improvements:					
- Long Lake Drive	117,100	0	0	0	0
- Kingsbridge West Meters and Services	157,500	286,442	0	0	0
- Big Oaks Retrofit	195,961	0	0	0	0
- Twin Rivers Phase I and Big Oaks Retrofit	<u>407,286</u>	<u>0</u>	<u>1,383,660</u>	<u>0</u>	<u>1,383,660</u>
Sub-Total: Construction	877,847	286,442	1,383,660	0	1,383,660
Sub-Total: Reuse System Expansion	931,902	328,506	1,383,660	0	1,383,660

Reclaimed Water System Construction Fund (402)

<u>EXPENDITURES</u>	2008-09 <u>Budget</u>	2008-09 <u>Actual</u>	2009-10 <u>Budget</u>	2009-10 <u>Projection</u>	2010-11 <u>Budget</u>
<u>Interfund Transfers (transfers to):</u>					
- Utility Operating Fund (401)	<u>0</u>	<u>0</u>	<u>0</u>	<u>831,000</u>	<u>0</u>
Sub-Total: Interfund Transfers	0	0	0	831,000	0
<u>Reserve for Contingencies</u>					
Reserve for Contingency	879,359		971,050		0
TOTAL EXPENDITURES	1,811,261	328,506	2,354,710	831,000	1,383,660
Ending Equity and Pooled Cash	572,368	(665,173)	305,877	417	417

Utility Revenue Bond/SRF Loan Sinking Fund (403)

Beginning Equity and Pooled Cash	658,994	658,994	704,610	704,610	181,866
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	2008-09	2008-09	2009-10	2009-10	2010-11
REVENUES	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Projection</u>	<u>Budget</u>

Miscellaneous

Debt (Construction) Proceeds:

- State Revolving Loan #2 or Utility Revenue Bonds	1,000,000	0	0	0	0
Interest on Investments	13,488	50,010	60,000	0	0
Sub-Total: Miscellaneous	1,013,488	50,010	60,000	0	0

Interfund Transfers (transfers from):

From Water/Sewer Operating Fund (401):

- for Accounting Correction to 2007	0	0	0	382,892	0
- for 2003 Utility Revenue Bonds	505,118	505,118	450,769	450,769	511,269
- for 2004 Utility Refunding (1996) Revenue Bonds	404,972	404,972	404,910	404,910	398,310
- for Water Plant Generator Lease	92,391	92,391	93,210	93,210	93,210
- for 2010 Siemens Bank Loan	0	0	0	0	291,397
- for SRF Loan #1 - Reclaimed Water System	0	0	237,547	237,547	0

From Water Impact Fee Fund (408):

- for 2007 Utility Revenue Bonds	234,497	234,497	234,123	234,123	233,474
- for SRF Loan #1 - Reclaimed Water System	244,228	244,228	0	0	237,545

From Wastewater Impact Fee Fund (409):

- for 2007 Utility Revenue Bonds	40,953	40,953	40,895	40,595	40,878
Sub-Total: Interfund Transfers	1,522,159	1,522,159	1,461,454	1,844,046	1,806,083

TOTAL REVENUES	2,535,647	1,572,169	1,521,454	1,844,046	1,806,083
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EXPENDITURES

2003 Utility Revenue Bonds (Water Plant construction)

Principal	145,000	145,000	150,000	150,000	155,000
Interest	364,094	364,094	360,469	360,469	355,969
Other Costs	500	300	300	300	300
Sub-Total	509,594	509,394	510,769	510,769	511,269

2004 Utility Revenue Refunding Bonds

Principal	215,000	215,000	220,000	220,000	220,000
Interest	191,060	191,060	184,610	184,610	178,010
Other Costs	2,500	300	300	300	300
Sub-Total	408,560	406,360	404,910	404,910	398,310

2007 Utility Revenue Note

Principal	134,000	134,000	139,000	139,000	144,000
Interest	140,891	140,890	135,718	135,718	130,352
Other Costs	3,000	0	300	0	0
Sub-Total	277,891	274,890	275,018	274,718	274,352

State Revolving Fund Loan #1 (Reclaimed Water System)

Principal	171,768	155,039	151,337	151,337	155,465
Interest	74,624	87,660	86,210	86,210	82,080
Other Costs	0	0	0	0	0
Sub-Total	246,392	242,699	237,547	237,547	237,545

Utility Revenue Bond/SRF Loan Sinking Fund (403)

<u>EXPENDITURES</u>	<u>2008-09 Budget</u>	<u>2008-09 Actual</u>	<u>2009-10 Budget</u>	<u>2009-10 Projection</u>	<u>2010-11 Budget</u>
<u>Water Plant Generator Lease</u>					
Principal	72,299	72,299	75,072	75,072	77,952
Interest	<u>20,911</u>	<u>20,911</u>	<u>18,138</u>	<u>18,138</u>	<u>15,258</u>
Sub-Total	93,210	93,210	93,210	93,210	93,210
<u>2010 Siemens Bank Loan</u>					
Principal					206,816
Interest					<u>84,581</u>
Sub-Total					291,397
Total Debt Service Costs	1,535,647	1,526,553	1,521,454	1,521,154	1,806,083
<u>Interfund Transfers (transfer to):</u>					
Reuse Construction (402) Fund *	<u>1,000,000</u>	<u>0</u>	<u>0</u>	<u>845,636</u>	<u>0</u>
Sub-Total: Interfund Transfers	1,000,000	0	0	845,636	0
*For Accounting correction to prior year (2007)					
Reserve for Contingencies	0		0		0
TOTAL EXPENDITURES	2,535,647	1,526,553	1,521,454	2,366,790	1,806,083
Ending Equity and Pooled Cash*	658,994	704,610	704,610	181,866	181,866
*(minimum required reserve per bond covenants is \$181,866).					

Water/Wastewater Renewal and Replacement Fund (406)
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Beginning Equity and Pooled Cash	1,539,739	1,539,739	1,346,292	1,346,292	1,190,475
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	2008-09	2008-09	2009-10	2009-10	2010-11
<u>REVENUES</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Projection</u>	<u>Budget</u>

Miscellaneous

Interest on Investments	115,308	54,676	62,870	23,902	34,000
Bank Loan Proceeds (Siemens Meter Conversion)	0	0	0	2,463,839	0
FDOT Interest Reimbursement (SR 434 utility line relocate)	0	0	0	247,569	0
Refund of Prior Year Expenses (FDOT Reimbursement)	<u>0</u>	<u>0</u>	<u>0</u>	<u>197,184</u>	<u>0</u>
Sub-Total: Miscellaneous	115,308	54,676	62,870	2,932,494	34,000

Interfund Transfers (transfer from):

Water/Wastewater Utility Fund (401)	<u>125,000</u>	<u>125,000</u>	<u>301,690</u>	<u>301,690</u>	<u>156,692</u>
Sub-Total: Interfund Transfers	125,000	125,000	301,690	301,690	156,692

*FY 05 transfer amount includes \$1,321,328 that was previously designated in the 401 Fund for renewal and replacement purposes.

Appropriated Retained Earnings	1,095,192	213,590
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TOTAL REVENUES	1,335,500	179,676	578,150	3,234,184	190,692
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EXPENDITURES

Utility Planning and Permitting

Consumptive Use Permit - Revision and Evaluation	0	47,974	0	11,226	0
Alafaya Utilities - Due Diligence and Engineering Analysis:					
- Engineering Analysis (CPH and Ardaman)	0	29,575	0	22,250	0
- Financial Feasibility Report and Debt Analysis (PRMG)	0	26,168	0	69,630	0
- Legal Analysis, Contract Negotiations and Misc.	<u>0</u>	<u>33,719</u>	<u>80,000</u>	<u>90,593</u>	<u>0</u>
Sub-Total: Planning and Permitting	0	137,436	80,000	193,699	0

Water System Improvements

Water Main Interconnect	0	10,400	0	0	0
Miscellaneous Water Improvements	<u>0</u>	<u>0</u>	<u>95,650</u>	<u>22,382</u>	0
Sub-Total: Water System Improvements	0	10,400	95,650	22,382	0

Water Treatment Plant Improvements

MH Water Plant - Plant & Equipment Redundancy	55,000	0	0	0	0
General System Maintenance (hydrants, valves, etc.)	76,800	21,931	0	21,185	52,800
AM Jones Water Plant Conversion (to re-pump station)	<u>126,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Sub-Total: Water Treatment Plant Improvements	257,800	21,931	0	21,185	52,800

Water/Wastewater Renewal and Replacement Fund (406)
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<u>Expenditures (continued)</u>	<u>2008-09 Budget</u>	<u>2008-09 Actual</u>	<u>2009-10 Budget</u>	<u>2009-10 Projection</u>	<u>2010-11 Budget</u>
2010 Bank Loan Issuance Costs (70%)				5,265	
<u>Meter Replacement</u>					
- Radio Read Meters (in-house conversion program)	178,500	129,550	250,000	191,643	0
- Direct Read Meters	0	975	0	0	0
- Siemens Radio Read Conversion Program				<u>2,458,574</u>	
Sub-Total Meter Replacement	178,500	130,525	250,000	2,650,217	0
Plant and Lift Station Security Improvements	46,700	20,332	0	0	0
Total: Capital Improvements	483,000	320,623	425,650	2,892,748	52,800
<u>Interfund Transfers (transfer to):</u>					
General Fund (001)	52,500	52,500	52,500	52,500	54,080
Utility Operating Fund (401)	0	0	0	444,753	0
Downtown Infrastructure Construction Fund (318)*	<u>700,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Sub-Total: Interfund Transfers	752,500	52,500	52,500	497,253	54,080
*to transfer FDOT reimbursement and other revenues related to the the SR 434 widening to the Utility Operating Fund.					
Reserve for Contingency	100,000		100,000		83,812
TOTAL EXPENDITURES	1,335,500	373,123	578,150	3,390,001	190,692
Ending Equity and Pooled Cash	544,547	1,346,292	1,232,702	1,190,475	1,274,287

Vehicle and Equipment Replacement Fund (407)

Beginning Equity and Pooled Cash	180,892	180,892	236,237	236,237	283,544
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	2008-09	2008-09	2009-10	2009-10	2010-11
REVENUES	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Projection</u>	<u>Budget</u>

Miscellaneous

Interest on Investments	11,729	7,441	9,880	3,824	5,300
Sale of Surplus Vehicles and Equipment	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Sub-Total: Miscellaneous	11,729	7,441	9,880	3,824	5,300

Non Revenues

Interfund Transfers (transfers from):

Water/Wastewater Utility Fund	65,118	65,118	62,140	62,140	97,045
Appropriated Retained Earnings	0		12,770		

TOTAL REVENUES	76,847	72,559	84,790	65,964	102,345
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	2008-09	2008-09	2009-10	2009-10	2010-11
EXPENDITURES	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Projection</u>	<u>Budget</u>

Vehicle Replacement and New Acquisitions:

Utility Administration

- Vehicles	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Sub-Total: Utility Billing & Customer Service	0	0	0	0	0

Utility Billing & Customer Service

- Vehicles	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Sub-Total: Utility Billing & Customer Service	0	0	0	0	0

Water Operations: Production

- Vehicles	18,000	17,214	0	0	0
- Heavy Equipment	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Sub-Total: Production	18,000	17,214	0	0	0

Wastewater Operations:

- Vehicles	0	0	0	0	0
- Heavy Equipment*	<u>0</u>	<u>0</u>	<u>25,800</u>	<u>18,657</u>	<u>0</u>
Sub-Total: Wastewater Operations	0	0	25,800	18,657	0

*residual payment for new mini excavator

Total	18,000	17,214	25,800	18,657	0
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Reserve for Contingency	58,847		58,990	0	102,345
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TOTAL EXPENDITURES	76,847	17,214	84,790	18,657	102,345
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Ending Equity and Pooled Cash	239,739	236,237	282,457	283,544	385,889
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Water System Impact Fee Fund (408)

Beginning Equity and Pooled Cash	4,911,297	4,911,297	1,655,029	1,655,029	1,026,602
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	2008-09	2008-09	2009-10	2009-10	2010-11
	Amended	2008-09	2009-10	2009-10	2010-11
REVENUES	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Projection</u>	<u>Budget</u>
<u>Miscellaneous</u>					
Interest on Investments	175,202	79,683	103,800	25,766	20,000
Residential Impact Fees	316,150	178,720	167,000	28,700	75,000
Commercial Impact Fees	<u>328,850</u>	<u>89,023</u>	<u>83,000</u>	<u>49,898</u>	<u>75,000</u>
Sub-Total: Miscellaneous	820,202	347,425	353,800	104,364	170,000
Appropriated Retained Earnings	3,249,230		234,220		546,416
TOTAL REVENUES	4,069,432	347,425	588,020	104,364	716,416

	2008-09	2008-09	2009-10	2009-10	2010-11
	Amended	2008-09	2009-10	2009-10	2010-11
EXPENDITURES	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Projection</u>	<u>Budget</u>
<u>Capital Improvements Planning</u>					
Aqua Utility Analysis	27,500	0	0	0	0
Walker Elementary Potable Water Feasibility Study	0	5,367	0	0	0
Alternative Water Planning (City cost share)*	<u>130,000</u>	<u>0</u>	<u>40,397</u>	<u>0</u>	<u>40,397</u>
Sub-Total: CIP Planning	157,500	5,367	40,397	0	40,397

*(preliminary design report for surface water facility)

Water System Expansion Projects (Master Plan Projects)

Water Main Capacity Improvements:

- Carib and Tomoka 6" water main upgrade	93,602	0	99,000	2,158	48,000
- Eyrie Dr. 8" water main	53,000	0	53,000	3,578	53,000
- Sharon and Vicki Court 6" water main	0	0	82,000	2,205	35,000
- Emergency Interconnect: Oviedo/Winter Springs	<u>0</u>	<u>2,700</u>	<u>79,500</u>	<u>6,310</u>	<u>69,000</u>
Sub-Total: Water System Expansion Projects	146,602	2,700	313,500	14,251	205,000

Reuse Expansion Projects

Lockwood Transmission Main*				484,417	
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*final payment to Masci Construction for project costs incurred in 2006/2007.

Interfund Transfers (transfer to):

Utility Revenue Bond Sinking (403) Fund:

- Series 2008 Revenue Bonds	234,497	234,497	234,123	234,123	233,474
- SRF Loan #1 - Reclaimed Water System	244,228	244,228	0	0	237,545
Sewer Impact Fee Fund (409)	201,312	201,312	0	0	0
Series 2007 Utility Construction Fund (415)*	<u>3,085,293</u>	<u>2,915,589</u>	<u>0</u>	<u>0</u>	<u>0</u>
Sub-Total: Interfund Transfers	3,765,330	3,595,626	234,123	234,123	471,019

*Transfer to 415 Fund established Construction Fund for projects funded by the 2007 Utility Revenue Bond proceeds.

Reserve for Contingency	0		0		0
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TOTAL EXPENDITURES	4,069,432	3,603,693	588,020	732,791	716,416
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Ending Equity and Pooled Cash	1,662,067	1,655,029	1,420,809	1,026,602	480,186
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Wastewater System Impact Fee Fund (409)
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Beginning Equity and Pooled Cash	404,402	404,402	700,066	700,066	674,491
	2008-09	2008-09	2009-10	2009-10	2010-11
<u>REVENUES</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Projection</u>	<u>Budget</u>
<u>Miscellaneous</u>					
Interest on Investments	48,213	19,038	24,790	11,518	9,000
Residential Impact Fees*	109,940	107,160	80,000	38,433	50,000
Commercial Impact Fees	<u>98,395</u>	<u>19,730</u>	<u>20,000</u>	<u>2,280</u>	<u>20,000</u>
Sub-Total: Miscellaneous	256,548	145,928	124,790	52,231	79,000
<u>Interfund Transfers (transfer from):</u>					
Water Impact Fee Fund (408)	201,312	201,312	0	0	0
Appropriated Retained Earnings	0		0		11,878
TOTAL REVENUES	457,860	347,240	124,790	52,231	90,878

	2008-09	2008-09	2009-10	2009-10	2010-11
<u>EXPENDITURES</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Projection</u>	<u>Budget</u>
<u>Capital Improvements Planning</u>					
Wastewater Treatment Facility - Rate Analysis	<u>0</u>	<u>973</u>	<u>0</u>	<u>261</u>	<u>0</u>
Sub-Total: Capital Improvements Planning	0	973	0	261	0
<u>Capital Improvements (Master Plan Projects)</u>					
Construction Mgt. Services: SR 426 Sewer Line Ext.	45,075	0	0		0
Oviedo Blvd. 12" Force Main	140,980	0	0		
Master Lift Station Rehabilitation and Pump Upgrades	38,160	9,650	0		
Downtown Lift Station Reroute to Oviedo Blvd.	<u>0</u>	<u>0</u>	<u>50,784</u>	<u>36,950</u>	<u>50,000</u>
Sub-Total: Capital Improvements	224,215	9,650	50,784	36,950	50,000
<u>Interfund Transfers (transfer to):</u>					
Utility Revenue Bond Sinking Fund (Series 2008)	<u>40,953</u>	<u>40,953</u>	<u>40,895</u>	<u>40,595</u>	<u>40,878</u>
Sub-Total: Interfund Transfers	40,953	40,953	40,895	40,595	40,878
Reserve for Contingency	192,692		33,111		0
TOTAL EXPENDITURES	457,860	51,576	124,790	77,806	90,878

Ending Equity and Pooled Cash	597,094	700,066	733,177	674,491	662,613
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Series 2007 Utility Construction Fund (415)
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Beginning Equity and Pooled Cash	0	0	2,911,111	2,911,111	527,459
	2008-09				
	Amended	2008-09	2009-10	2009-10	2010-11
REVENUES	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Projection</u>	<u>Budget</u>
<u>Miscellaneous</u>					
Interest on Investments	<u>0</u>	<u>111,876</u>	<u>45,170</u>	<u>47,790</u>	<u>7,000</u>
Sub-Total: Miscellaneous	0	111,876	45,170	47,790	7,000
<u>Interfund Transfers (transfer from):</u>					
Water Impact Fee Fund (408)*	3,085,293	2,915,589	0	0	0
*balance of Series 2007 bond proceeds					
Appropriated Retained Earnings	<u>0</u>		3,000,647		364,991
TOTAL REVENUES	3,085,293	3,027,465	3,045,817	47,790	371,991
	2008-09				
	Amended	2008-09	2009-10	2009-10	2010-11
EXPENDITURES	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Projection</u>	<u>Budget</u>
<u>Water System Expansion Projects (Master Plan Projects)</u>					
Mitchell Hammock 20" Raw Water Main Conversion:					
- Design and Construction Management	84,646	5,050	0	187,139	80,203
- Construction			1,025,755	584,274	250,296
AM Jones Plant Conversion to Storage & Pumping		59,244	126,000	96,814	41,492
SR 426 Road Widening & Water/Sewer Main Relocation					
- Construction Management - Water		28,377			
- Construction Management - Sewer		<u>23,683</u>			
Sub-Total: Water System Expansion	84,646	116,354	1,151,755	868,227	371,991
Reclaimed Water Infrastructure Capacity Payment	0	0	1,563,405	1,563,215	0
(payment to Seminole County)					
Total Capital Improvements	84,646	116,354	2,715,160	2,431,442	371,991
Reserve for Future Capital Projects	3,000,647		330,657		
TOTAL EXPENDITURES	3,085,293	116,354	3,045,817	2,431,442	371,991
Ending Equity and Pooled Cash	3,000,647	2,911,111	241,121	527,459	162,468



The City of Oviedo

INTERNAL SERVICE FUNDS

Account for the financing of goods and services provided for one department or agency to other departments or agencies of the governmental unit on a cost reimbursement basis

Medical Insurance Fund



The City of Oviedo

Medical Insurance Fund (510)

Beginning Fund Balance	852,957	852,957	975,569	975,569	867,685
			2009-10		Proposed
	2008-09	2008-09	Adopted	2009-10	2010-11
REVENUES	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Projection</u>	<u>Budget</u>
<u>Internal Service Charges</u>					
City Contribution for Employee Health Insurance	1,678,434	1,582,143	1,532,218	1,472,014	1,470,041
City Contribution for Dependent Health Insurance	199,055	180,142	175,286	172,267	212,726
Employee Contribution for Dependent Coverage	404,141	367,151	355,884	349,754	395,063
City Contribution for Employee Life Insurance	39,512	39,273	36,163	36,807	34,980
City Contribution for Employee LT Disability	<u>70,735</u>	<u>69,164</u>	<u>64,801</u>	<u>64,113</u>	<u>62,648</u>
Sub-Total: Internal Service Fund	2,391,877	2,237,874	2,164,352	2,094,955	2,175,458
<u>Miscellaneous</u>					
Interest on Investments	41,600	45,525	25,000	23,692	17,000
Stop Loss Reimbursement					
- Over \$100K Claims (\$85K in FY 10)	265,313	169,148	188,900	85,000	100,000
Pharmaceutical Rebates	10,000	30,863	15,000	6,232	15,000
Cobra Payments	3,046	(967)	6,490	10,897	11,220
Retiree Payments	10,802	10,859	16,570	12,155	11,342
Equipment Lease Proceeds (x-ray machine)	<u>0</u>	<u>0</u>	<u>0</u>	<u>77,429</u>	<u>0</u>
Sub-Total: Miscellaneous	330,761	255,427	251,960	215,405	154,562
<u>Interfund Transfers (transfer from):</u>					
General Fund (001)	412,300	412,300	412,300	412,300	513,600
Building Services Fund (120)	19,100	19,100	19,100	7,958	0
Water/Wastewater Fund (401)	49,500	49,500	49,500	49,500	62,400
Stormwater Fund (410)	<u>19,100</u>	<u>19,100</u>	<u>19,100</u>	<u>19,100</u>	<u>24,000</u>
Sub-Total: Interfund Transfers	500,000	500,000	500,000	488,858	600,000
Appropriated Fund Balance	247,388		529,120		92,824
TOTAL REVENUES	3,470,026	2,993,301	3,445,432	2,799,218	3,022,844

EXPENDITURES

Administrative Costs

Claims Processing and Administration	203,582	196,351	207,880	197,324	176,054
Auditing Services	12,400	0	10,010	10,010	10,210
Actuarial Services	1,000	500	1,020	1,020	1,040
Employee Assistance Program Fee*	0	0	0	8,550	8,550
Flex Spending Debit Card/125 Admin. Fee	<u>1,900</u>	<u>15</u>	<u>1,410</u>	<u>1,575</u>	<u>1,610</u>
Sub-Total: Operating Expenses	218,882	196,866	220,320	218,479	197,464

*Charged to Human Resources budget in prior years.

Claims Expenses/Liabilities

Blue Cross/Blue Shield Payments - Employees	1,052,235	746,100	696,310	672,840	693,030
Blue Cross/Blue Shield Payments - Dependents	478,000	557,242	638,930	309,027	318,300
Blue Cross/Blue Shield Payments - Shock Claim	480,000	547,264	516,320	600,000	600,000
Blue Cross/Blue Shield Payments - Cobra	30,668	10,486	14,640	17,184	17,700
Blue Cross/Blue Shield Payments - Retirees	<u>159,642</u>	<u>134,762</u>	<u>121,410</u>	<u>85,000</u>	<u>87,550</u>
Sub-Total: Blue Cross/Blue Shield Claims	2,200,545	1,995,855	1,987,610	1,684,051	1,716,580

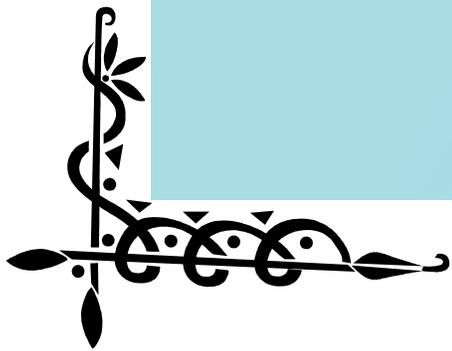
Medical Insurance Fund (510)

	2008-09	2008-09	2009-10	2009-10	Proposed
<u>EXPENDITURES</u>	<u>Budget</u>	<u>Actual</u>	<u>Adopted</u>	<u>Projection</u>	<u>2010-11</u>
			<u>Budget</u>		<u>Budget</u>
<u>Stop Loss Reimbursable Claims (in excess of \$100K)</u>					
Blue Cross/Blue Shield Payments - Employees	193,535	38,289	0	85,000	100,000
Blue Cross/Blue Shield Payments - Dependents	71,779	131,324	188,900	0	0
Blue Cross/Blue Shield Payments - Cobra	0	(465)	0	0	0
Blue Cross/Blue Shield Payments - Retirees	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Sub-Total: Stop Loss Reimbursable Claims	265,314	169,148	188,900	85,000	100,000
Total Claims Expenses - excluding shock claim	1,985,859	1,617,739	1,660,190	1,169,051	1,216,580
Health Reimbursement Account (HRA) Expenses	<u>57,400</u>	<u>50,757</u>	<u>53,330</u>	<u>34,174</u>	<u>42,000</u>
Total: Claims Expenses	2,523,259	2,215,760	2,229,840	1,803,225	1,858,580
*includes payments for employees, retirees and cobra					
<u>Insurance Premiums</u>					
Individual Excess Loss & Aggregate	328,530	322,860	448,270	425,555	488,940
Life Insurance	39,512	38,960	36,163	36,276	34,980
Long Term Disability	<u>70,735</u>	<u>57,135</u>	<u>64,801</u>	<u>52,955</u>	<u>62,648</u>
Sub-Total: Insurance Premiums	438,777	418,954	549,234	514,786	586,568
<u>Employee Medical Clinic</u>					
Modular Bldg. Renovations & Furnishings/Equip.			50,000	66,376	0
Utilities			3,500	2,690	4,800
Telephone/Postage/Miscellaneous			0	1,758	1,849
Initial Set-Up Fee (inventory and supplies)			20,000	22,419	0
Lab and Supplies			12,000	4,729	12,000
Drug Formulary (prescription costs)			20,700	4,714	10,000
Medical Staffing Costs			128,440	87,604	149,448
Monthly Service Fee			<u>71,760</u>	<u>39,169</u>	<u>61,548</u>
Sub-Total: Employee Medical Clinic	0	0	306,400	229,459	239,645
<u>Capital Outlay</u>					
Treadmill and Audiometer				24,087	
Digital X-Ray Machine				<u>77,429</u>	
Sub-Total: Capital Outlay				101,516	
<u>Debt Service (x-ray machine)</u>					
Principal					14,234
Interest					<u>2,994</u>
Sub-Total: Debt Service					17,228
<u>Interfund Transfers (transfer to):</u>					
General Fund (50% of Risk Mgr./HR Analyst cost)	<u>39,108</u>	<u>39,108</u>	<u>39,638</u>	<u>39,638</u>	<u>23,359</u>
Sub-Total: Interfund Transfers	39,108	39,108	39,638	39,638	23,359
Reserve for Contingency	250,000		100,000		100,000
TOTAL EXPENDITURES	3,470,026	2,870,689	3,445,432	2,907,103	3,022,844
Ending Fund Balance	855,569	975,569	546,449	867,685	874,861

City of Oviedo



Legislative & Executive





The City of Oviedo

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PERFORMANCE PROFILE

Department

Program

City Council

Legislation and Policy

Program Description

The City Council is the five (5) member elected legislative and governing body of the City responsible for establishing policies, managing growth and land use, adopting an annual budget and tax rate, setting water/wastewater and stormwater utility rates, and other fees and charges for City services, adopting local laws and ordinances and hiring and overseeing the City Manager.

All City Council members and the Mayor, who presides over Council meetings, serve two (2) year terms, are elected “at large” and must reside within the City to be an elected representative.

Strategic Priorities

Strategic Focus Area: Natural and Built Systems

End Result: Ensure that the natural and built environment of Oviedo is healthy and sustainable.

Strategic Focus Area: Mobility and Transportation

End Result: A transportation system that will foster economic development, responsible energy use and environmental protection, and health and safety of residents while increasing the ability of people to move around the City.

Strategic Focus Area: Economic Vitality and Development

End Result: A diverse and strong local economy that brings good jobs and profitable businesses while contributing to the economic health of the City.

Strategic Focus Area: Safety and Security

End Result: Oviedo will be one of Florida’s safest cities

Strategic Focus Area: Recreation, Arts and Cultural Activities

End Result: Oviedo offers a wide range of quality recreation, arts and cultural activities which satisfy the expectations of residents while also serving to attract new residents and business.

Strategic Focus Area: Community character

End Result: Foster and maintain a strong sense of community identity and of place

Strategic Focus Area: High Performance Government

End Result: A high level of community confidence and trust in city government

FY 2010-11 Budget Priorities

- Maintain the tax rate at the same rate as adopted in FY 09-10 (4.8626 mills) while minimizing or avoiding impacts to the core services provided by the City.
- Funding and substantial completion of \$12.6 million of capital improvements as reflected in the initial year (FY10-11) of the 5 Year Capital Improvements Program.
- Maintain the City's strong financial position as measured by the 15% reserve level in the General Fund and 25 (or 90 days of cash) in the Water/Wastewater Utility Fund.
- Continue to pursue economic development initiatives that focus on the targeted industries identified in the Economic Development Strategic Plan with a long term result of diversifying the City's tax base.

EXPENDITURE AND STAFFING SUMMARY

Department	Program
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City Council

Legislation and Policy

Account Category	2008-09 Budget	2008-09 Actual	2009-10 Budget	2009-10 Projection	2010-11 Budget
Salaries & Wages	56,238	56,238	56,238	56,238	56,238
Benefits	<u>140</u>	<u>0</u>	<u>115</u>	<u>115</u>	<u>130</u>
Total: Personal Services	<u>56,378</u>	<u>56,238</u>	<u>56,353</u>	<u>56,353</u>	<u>56,368</u>
Professional & Contractual Services	166,250	145,807	131,620	131,310	111,200
Communications	2,188	5,066	6,262	5,280	6,136
Utilities	9,780	10,572	11,570	11,240	4,448
Rentals & Leases	14,526	13,814	14,280	13,840	14,136
Insurance	7,330	6,583	5,270	5,270	5,310
Repair & Maintenance	0	641	1,000	860	650
Operating Supplies	1,675	1,562	1,450	1,720	1,150
Miscellaneous (Travel, Training, Dues, etc.)	<u>32,412</u>	<u>30,026</u>	<u>31,873</u>	<u>27,100</u>	<u>24,927</u>
Total: Operating Expenses	<u>234,161</u>	<u>214,070</u>	<u>203,325</u>	<u>196,620</u>	<u>167,957</u>
Total: City Council	<u>290,539</u>	<u>270,308</u>	<u>259,678</u>	<u>252,973</u>	<u>224,325</u>

Budget Highlights

The FY 10-11 budget has declined \$35,353 or 13.6% due to reductions in various operating expenses accounts with the most significant change being a reduction in professional services for citizen surveying (\$8,000) and strategic planning (\$15,000).

Other reductions include: 1) lower utility costs that reflects projected savings related to the Siemens' energy improvement projects, 2) reduced funding for travel to Tallahassee and Washington D.C. for legislative advocacy work (the budget includes funding for 3 Council members to travel to Tallahassee and 2 to Washington D.C.), 3) \$3,600 reduction for promotional activities 4) \$2,000 reduction for Leadership (Envision) Seminole and 5) minor reductions in dues and publications that are in line with actual expense levels.

The two most significant operating expenses items in the City Council's budget are 2 separate contracts for Federal (\$60,250) and State (\$43,750) lobbying/advocacy services totaling \$104,000. Other operating expenses cover recurring miscellaneous costs such as travel, supplies and allocated overhead for utilities and liability insurance. The budget also includes \$4,200 for videography services to televise Council meetings and \$6,200 for storage rental of historical society artifacts.

PERFORMANCE PROFILE

Department

Program

City Attorney

Legal Counsel

Program Description

The Office of City Attorney is a contracted service responsible for providing legal advice and recommendations to City Council, City staff and to the various advisory and quasi-judicial boards. In addition the City Attorney's office is responsible for all litigation brought against or on behalf of the city. The office communicates the City's position on various legislative matters to State legislative bodies and participates in the land code development process.

The City Attorney is guided by the following principles and goals:

1. Provide legal opinions and support to City Council and staff in a timely manner.
2. Keep city laws and policies in compliance with current law.
3. Keep City Council and management staff apprised of new developments in statutory, regulatory and decisional law.
4. Assist City Council and management staff in avoiding litigation and claims to the maximum extent possible.
5. Successfully defend/prosecute litigation involving the City in a cost effective manner.

EXPENDITURE AND STAFFING SUMMARY

Department	Program
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City Attorney

Legal Counsel

Account Category	2008-09 Budget	2008-09 Actual	2009-10 Budget	2009-10 Projection	2010-11 Budget
Salaries & Wages	0	0	0	0	0
Benefits	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total: Personal Services	0	0	0	0	0
Professional & Contractual Services	213,700	238,241	214,000	241,432	239,900
Communications	0	0	0	0	0
Utilities	0	0	0	0	0
Rentals & Leases	0	0	0	0	0
Insurance	0	0	0	0	0
Repair & Maintenance	0	0	0	0	0
Operating Supplies	0	0	0	0	0
Fuel	0	0	0	0	0
Miscellaneous (Travel, Training, Dues, etc.)	<u>1,100</u>	<u>650</u>	<u>1,250</u>	<u>0</u>	<u>650</u>
Total: Operating Expenses	214,800	238,891	215,250	241,432	240,550
Total: City Attorney	<u>214,800</u>	<u>238,891</u>	<u>215,250</u>	<u>241,432</u>	<u>240,550</u>

Budget Highlights

The FY 10-11 budget has increased by \$25,300 or 11.8% compared to the FY 10 budget level due to higher costs for contract legal services that is more in line with current and historic trends coupled with the on-going need for time allocated to special projects.

The City Attorney's budget is based on approximately 1,500 hours of contracted legal service at a billable rate of \$155 per hour. The budget also includes a \$2,400 retainer and \$5,000 for review of capital leases.

PERFORMANCE PROFILE

Department	Program
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Office of City Manager

City Administration

Program Description

The City Manager is the chief executive officer of the city who leads the organization and provides executive leadership necessary to carry out the mission, goals, and policies established by the City Council.

The City Manager's Office is responsible for the effective and efficient provision of all City services and enforcement of all laws pursuant to the City Charter, including human resource and financial management, preparation and recommendation of an annual operating budget and five-year capital improvements program. The City Manager is also responsible for keeping the City Council informed as to the financial condition and future needs of the City, signing contracts on behalf of the city, and implementing and administering the policy directives of the City Council within the parameters of the City Charter.

Performance Outcomes

1. Provide the necessary staff support and administrative leadership to implement the strategic goals endorsed by the City Council.
2. Establish management and performance based systems to ensure implementation and accomplishment of strategic goals and Departmental performance outcomes.
3. Implement the strategies from the City's Economic Development Business Plan (and related policy directives of the City Council and the ED Task Force) to enhance business recruitment and retention.
4. Ensure that approved capital improvement projects are completed on time and within acceptable budget limits and in accordance with the priorities set by the City Council through the 5 Year Capital Improvements Program (CIP).

EXPENDITURE AND STAFFING SUMMARY

Department	Program
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Office of City Manager

City Administration

Account Category	2008-09 Budget	2008-09 Actual	2009-10 Budget	2009-10 Projection	2010-11 Budget
Salaries & Wages	262,465	262,677	261,328	261,686	271,430
Benefits	<u>55,663</u>	<u>56,893</u>	<u>44,372</u>	<u>48,577</u>	<u>53,434</u>
Total: Personal Services	318,128	319,570	305,700	310,263	324,864
Communications	5,097	3,194	3,025	2,880	3,021
Utilities	4,030	4,858	5,310	5,160	2,043
Rentals & Leases	5,580	5,543	5,725	5,560	6,608
Insurance	1,670	1,500	1,330	1,330	1,380
Repair & Maintenance	100	489	500	0	500
Operating Supplies	1,705	982	1,550	600	1,130
Miscellaneous (Travel, Training, Dues, etc.)	<u>22,463</u>	<u>8,724</u>	<u>13,918</u>	<u>9,510</u>	<u>13,000</u>
Total: Operating Expenses	40,645	25,291	31,358	25,040	27,682
Total: City Manager	<u>358,773</u>	<u>344,862</u>	<u>337,058</u>	<u>335,303</u>	<u>352,546</u>

Budget Highlights

The FY 10-11 budget for the City Manager's Office is up by \$15,488 or 4.6% due to higher personnel costs resulting from the reallocation of existing employees. The changes include: 1) allocating the Management Analyst/Public Information Specialist equally between this program and Public Information, 2) allocating 100% of the Assistant City Manager to this program (previously 75% City Manager/25% Budget), 3) allocating Senior Administrative Assistant 100% to Public Information as the primary role of this position will be staffing the receptionist desk in City Hall. Health insurance costs are also higher due to the 5% citywide premium increase and higher subsidy for dependent coverage paid by the City.

Operating expenses have decreased \$3,676 or 12% with the most significant reduction being utility costs that reflects projected savings related to the Siemens' energy improvement projects.

The FY 10-11 budget includes no wage increase for any City employees although health insurance rates will increase citywide by 5% and the dependent coverage subsidy paid by the City will increase from 33% to 35%.

PERFORMANCE PROFILE

Department

Program

Office of City Manager

City Clerk - Records Management

Program Description

The City Clerk is a position contained in the City Charter that is appointed by the City Council but works under the direction and supervision of the City Manager. The City Clerk is responsible for recording and maintaining the minutes of the City Council; recording and maintaining ordinances and resolutions of the City Council; and maintaining contracts, deeds and other legal documents of the City.

The City Clerk monitors terms of Board, Committee and Council members; is the chief election official; places legal advertisements and posts all official notices; maintains and edits the “character generator” that provides informational items on the City’s cable television channel; and serves as the City’s records management officer.

Performance Outcomes

	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Budget	FY 09-10 Projection	FY 10-11 Budget
<u>Input/Demand</u>					
Total Budget / Expenses	245,353	206,563	228,486	194,169	181,064
Total FTE's	3.00	3.00	3.00	2.50	2.63
Pages of old documents (to be scanned)	179,738	167,407	165,640	165,640	160,640
<u>Workload/Output</u>					
# pages of synopsis minutes produced	200	190	200	195	200
# pages of old documents scanned	8,000	12,331	8,000	100	5,000
new documents scanned (pages)	2,500	2,373	2,500	2,350	2,500
		-	-		
<u>Effectiveness/Service Quality</u>					
% final draft minutes within 3 days of meeting	99%	99%	99%	95%	97%
% of old documents scanned (perm. records)	4.00%	2.00%	4.83%	0.06%	3.11%

EXPENDITURE AND STAFFING SUMMARY

Department	Program
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Office of City Manager

City Clerk - Records Management

Account Category	2008-09 Budget	2008-09 Actual	2009-10 Budget	2009-10 Projection	2010-11 Budget
Salaries & Wages	156,872	148,458	139,015	110,112	112,457
Benefits	<u>43,633</u>	<u>38,792</u>	<u>38,194</u>	<u>31,198</u>	<u>30,771</u>
Total: Personal Services	200,505	187,250	177,209	141,310	143,228
Professional & Contractual Services	1,200	557	1,000	570	850
Communications	2,462	2,254	2,000	1,830	2,133
Utilities	5,500	6,267	6,580	6,660	2,390
Rentals & Leases	11,978	11,630	11,978	11,130	10,462
Insurance	1,790	1,608	1,420	1,420	1,300
Repair & Maintenance	300	289	150	0	150
Operating Supplies	4,350	2,112	2,900	1,800	2,750
Miscellaneous (Travel, Training, Dues, etc.)	<u>32,645</u>	<u>15,723</u>	<u>34,488</u>	<u>29,449</u>	<u>17,801</u>
Total: Operating Expenses	60,225	40,439	60,516	52,859	37,836
Total: City Clerk	<u>260,730</u>	<u>227,689</u>	<u>237,725</u>	<u>194,169</u>	<u>181,064</u>

Budget Highlights

The FY 10-11 budget for the City Clerk have declined by 56,661 or 24% due to lower personnel costs of \$33,981 and operating expenses reductions of \$22,680. The lower personnel costs are attributed to the filling of the vacant Records Specialist in 2010 as a part time 25 hour per week position with a salary than the previous incumbent rather than a full time position with the related benefits. Also contributing to the reduced costs is the lower salary of the Deputy City Clerk compared with the previous incumbent.

Operating expenses for the City Clerk's office have decreased by \$22,680 compared to the FY 10 budget level with the most significant reduction being election and recording costs (included in miscellaneous category above) with utilities and mail machine rental costs also contributing to the overall decrease.

The FY 10-11 budget includes no wage increase for any City employees although health insurance rates will increase citywide by 5% and the dependent coverage subsidy paid by the City will increase from 33% to 35%.

**LEGISLATIVE AND
EXECUTIVE SERVICES
CONSOLIDATED EXPENDITURE
AND
STAFFING SUMMARY**

**CONSOLIDATED
EXPENDITURE AND STAFFING SUMMARY**

Department	Programs
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Legislative and Executive	City Council, City Attorney City Manager, City Clerk Economic Development
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Staffing Detail	2006-07 Budget	2007-08 Budget	2008-09 Budget	2009-10 Budget	2010-11 Budget
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City Council

Mayor	1.00	1.00	1.00	1.00	1.00
Council Members	4.00	4.00	4.00	4.00	4.00
TOTAL	<u>5.00</u>	<u>5.00</u>	<u>5.00</u>	<u>5.00</u>	<u>5.00</u>

City Clerk

City Clerk	1.00	1.00	1.00	1.00	1.00
Deputy City Clerk	1.00	1.00	1.00	1.00	1.00
Records Specialist	1.00	1.00	1.00	0.63	0.63
TOTAL	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>	<u>2.63</u>	<u>2.63</u>

City Attorney

No City Staff - Contracted Service	0.00	0.00	0.00	0.00	0.00
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City Manager

City Manager	1.00	1.00	1.00	1.00	1.00
Assistant City Manager/Budget Director*	0.75	0.75	0.75	0.75	1.00
Mgt. Analyst/Public Information Specialist	0.00	0.00	0.00	0.00	0.50
Public Information Officer	1.00	0.00	0.00	0.00	0.00
Admin. Assistant to City Manager**	1.00	1.00	1.00	1.00	0.00
Total: Full Time	<u>3.75</u>	<u>2.75</u>	<u>2.75</u>	<u>2.75</u>	<u>2.50</u>

*Prior to FY 10-11, balance of the Assistant City Manager position was budgeted in the Budget Office.

**Beginning in FY 10-11, position is budgeted in Public Information.

Part Time

Intern (1040-2080 hours)	1.00	0.00	0.00	0.00	0.00
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TOTAL	<u>4.75</u>	<u>2.75</u>	<u>2.75</u>	<u>2.75</u>	<u>2.50</u>
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Full Time Staff	11.75	10.75	10.75	10.38	10.13
Seasonal and Part Time Staff	1.00	0.00	0.00	0.00	0.00
CONSOLIDATED TOTAL	<u>12.75</u>	<u>10.75</u>	<u>10.75</u>	<u>10.38</u>	<u>10.13</u>

CONSOLIDATED EXPENDITURE DETAIL

Department	Programs
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Legislative and Executive

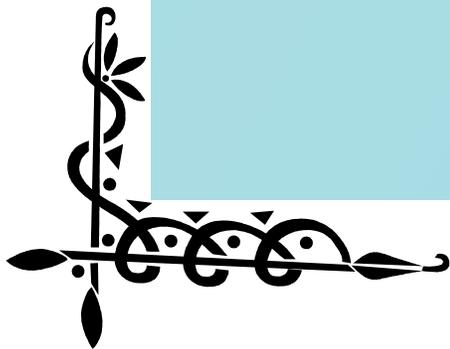
**City Council, City Attorney
City Manager, City Clerk**

Account Category	2008-09 Budget	2008-09 Actual	2009-10 Budget	2009-10 Projection	2010-11 Budget
Salaries & Wages	475,575	467,373	456,581	428,036	440,125
Benefits	<u>99,436</u>	<u>95,685</u>	<u>82,681</u>	<u>79,890</u>	<u>84,335</u>
Total: Personal Services	575,011	563,058	539,262	507,926	524,460
Professional & Contractual Services	381,150	384,605	346,620	373,312	351,950
Communications	9,747	10,514	11,287	9,990	11,290
Utilities	19,310	21,697	23,460	23,060	8,881
Rentals & Leases	32,084	30,987	31,983	30,530	31,206
Insurance	10,790	9,690	8,020	8,020	7,990
Repair & Maintenance	400	1,419	1,650	860	1,300
Operating Supplies	7,730	4,656	5,900	4,120	5,030
Miscellaneous (Travel, Training, Dues, etc.)	<u>88,620</u>	<u>55,123</u>	<u>81,529</u>	<u>66,059</u>	<u>56,378</u>
Total: Operating Expenses	549,831	518,691	510,449	515,951	474,025
Total: Legislative and Executive	<u>1,124,842</u>	<u>1,081,749</u>	<u>1,049,711</u>	<u>1,023,877</u>	<u>998,485</u>

City of Oviedo



General Government Services





The City of Oviedo

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PERFORMANCE PROFILE

Department

Program

Human Resources

**Employee Relations and
Risk Management**

Program Description

Human Resources provides administrative and technical support services to assist in the management of the City's workforce. The core services provided by Human Resources include: recruitment, selection and processing of new employees, maintenance of the pay and classification system, maintenance of employee personnel records, administration of the City's compensation and benefit program, coordination of employee and organizational development, participation and administration of collective bargaining agreements and coordination of city-wide employee events.

Human Resources is also responsible for coordinating the City's Risk Management program through the efforts of a full time Risk/Benefits Coordinator. This program includes: tracking and administration of the City's Health and Liability insurances as well as the coordination of quarterly Safety Committee Meetings, on-site facility inspections, safety and risk prevention training, the recommendation of loss control measures and conducting investigations for workers' compensation injuries, vehicle accidents and general liability claims.

Performance Outcomes

Employee Recruitment/Relations

	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Budget	FY 09-10 Projection	FY 10-11 Budget
<u>Input/Demand</u>					
Total Expenses	545,484	448,679	451,189	414,139	343,903
Training Expenses (citywide-outside trainer)	22,000	1,344	7,200	7,200	9,000
FTE's	5.00	5.50	4.38	4.38	3.75
City Employees - (# FTE's)	384	376	308	326	282
<u>Workload/Output Measures</u>					
# of employment apps, received/processed	1,200	638	1,200	1,200	900
# of job recruitments	75	14	50	50	55
# of new hires processed	150	85	140	140	115
# of training hours provided	200	107	200	200	150
# employees trained	1,100	1,254	1,100	1,100	900
<u>Effectiveness/Service Quality</u>					
% satisfied or better with City employment	77%	80%	80%	80%	80%
Turnover rate (full time employees only)	10%	9%	10%	8%	8%
% new FT hires who remain on job 1 year	85%	71%	85%	85%	78%
Cycle time for external recruitment (days)	60.00	44.00	60.00	65.00	65.00
% satisfied or better with City training	90%	88%	90%	97%	90%
<u>Efficiency</u>					
HR cost per employee	1,420.53	1,193.30	1,465.76	1,270.37	1,170.00

Performance Profile (continued)**Risk Management - Health Insurance**

Measure	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Budget	FY 09-10 Projection	FY 10-11 Budget
<u>Input/Demand Information</u>					
Claims Liability (maximum)	1,494,411	1,912,860	2,200,045	2,200,045	2,265,175
# of Active Participants:	-	-	-	-	-
- Employee Only (period average)	180	180	179	170	146
- Spouse/Child/Family (period average)	75	84	81	79	77
Insurance Premiums:					
- Individual excess and aggregate	394,797	322,860	448,270	425,555	488,940
- Life Insurance	39,998	38,960	36,163	36,276	34,980
- LT Disability	68,817	57,135	64,801	52,955	69,339
<u>Workload/Output</u>					
Health Insurance Costs:					
- Claims Processing/Administration	200,975	195,975	207,880	197,324	170,702
- Paid Claims	1,630,719	1,617,739	1,660,190	1,169,051	1,216,580
- Shock Claim	516,659	547,264	516,320	600,000	600,000
- HRA Expenses	55,714	50,757	53,330	34,174	42,000
<u>Effectiveness/Service Quality</u>					
# of "high cost" claims	3.0	2.0	4.0	4.0	4
% satisfied or better w/ health benefits	85.0%	85.0%	90.0%	85.0%	85.0%
<u>Efficiency</u>					
Loss Ratio	128.0%	147.0%	125.0%	50.8%	51.1%

Performance Profile (continued)**Risk Management / Liability Insurance**

Measure	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Budget	FY 09-10 Projection	FY 10-11 Budget
<u>Input/Demand</u>					
General Liability Premium	109,381	97,084	84,623	84,623	93,085
Auto Premium	93,755	83,215	72,533	72,533	79,786
Property Premium	362,925	319,482	304,401	304,401	334,841
Workers Compensation Premium	415,299	366,067	320,365	320,365	353,401
<u>Workload/Output</u>					
# GL claims	10	4	8	4	6
# Auto claims	20	4	5	10	15
# Property claims	2	4	3	3	3
# Workers Compensation claims	20	35	35	35	35
# light duty days	500	411	500	200	200
<u>Effectiveness/Service Quality</u>					
GL claims ratio	3.2%	0.0%	9.5%	4.0%	4.0%
Auto claims ratio	27.6%	7.4%	0.0%	20.0%	20.0%
Property claims ratio	1.5%	6.0%	0.0%	6.0%	6.0%
Workers' Comp. claims ratio	18.4%	8.8%	0.0%	12.0%	12.0%
Lost work days/hours (WC claims)	0.0%	0.0%	0.0%	0.0%	0.0%
<u>Efficiency</u>					
\$ value of GL claims paid	3,500	0	8,000	3,500	3,500
\$ value of Auto claims paid	25,000	5,505	22,000	22,000	22,000
\$ value of property claims paid	7,000	53,078	5,500	5,500	6,000
\$ value of Workers Comp claims paid	75,000	38,262	88,000	100,000	60,000

EXPENDITURE AND STAFFING SUMMARY

Department	Program
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Human Resources

**Employee Relations and
Risk Management**

Account Category	2008-09 Budget	2008-09 Actual	2009-10 Budget	2009-10 Projection	2010-11 Budget
Salaries & Wages	297,088	296,286	247,862	247,539	204,192
Benefits	<u>79,076</u>	<u>79,866</u>	<u>57,036</u>	<u>54,631</u>	<u>37,149</u>
Total: Personal Services	<u>376,164</u>	<u>376,152</u>	<u>304,898</u>	<u>302,170</u>	<u>241,341</u>
Professional & Contractual Services	87,253	54,309	86,361	70,621	62,459
Communications	3,350	3,990	4,039	3,789	3,828
Utilities	8,778	9,699	10,630	10,330	3,785
Rentals & Leases	3,818	5,004	3,840	3,800	3,801
Insurance	3,200	2,874	2,340	2,340	1,760
Repair & Maintenance	250	0	250	100	100
Operating Supplies	8,238	5,529	6,862	1,841	4,432
Fuel	0	0	0	0	0
Miscellaneous (Travel, Training, Dues, etc.)	<u>50,054</u>	<u>15,187</u>	<u>31,969</u>	<u>19,148</u>	<u>22,397</u>
Total: Operating Expenses	<u>164,941</u>	<u>96,593</u>	<u>146,291</u>	<u>111,969</u>	<u>102,562</u>
Total: Administration	<u>541,105</u>	<u>472,745</u>	<u>451,189</u>	<u>414,139</u>	<u>343,903</u>

Budget Highlights

The FY 10-11 budget is down by \$107,286 or 24% as the Department has been restructured and costs have been reduced in response to the City's \$1.3 million budget shortfall. The restructuring has affected both salaries and benefits and includes the following changes: 1) Elimination of the Risk/Benefits Coordinator, 2) Reclassifying the current HR Assistant (pay grade 9) to HR Analyst (pay grade 13) in order to absorb some tasks of the Risk/Benefits Coordinator, 3) Creating a 30-hour per week position of HR Technician and eliminating the 15-hour per week receptionist who has provided HR clerical support, 4) Converting the full time Employment Coordinator position to two 20 hour per week positions. The budget impact of the restructuring is approximately \$59,500.

Operating expenses are down by \$43,729 or 30% as the most significant reductions are found in professional services related to labor attorney costs and employee background tests, physicals and other testing for prospective employees, the HR allocation for utilities, and lower costs for employee holiday events and service awards.

The FY 10-11 budget includes no wage increase for any City employees although health insurance rates will increase citywide by 5% and the dependent coverage subsidy paid by the City will increase from 33% to 35%.

PERFORMANCE PROFILE

Department	Program
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City Manager

Public Information

Program Description

The Public Information section is responsible for disseminating news and informational items to the public, preparing the City’s quarterly “stand-alone” newsletter known as CROSSROADS, maintaining the content of the City’s web site and coordinating “town meetings” and similar events that are held by City Council.

The Public Information section also assists the City Manager, City Council members and City Clerk with developing presentations to the public and other outside organizations.

Performance Outcomes

<u>Measure</u>	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Budget	FY 09-10 Projection	FY 10-11 Budget
<u>Input/Demand</u>					
Total Budget/Expenses	49,104	25,526	62,708	54,598	82,758
Total FTE's	1	-	0.5	0.5	1.3
<u>Workload/Output</u>					
# of Crossroads publications produced	6	4	4	4	4
# of press releases produced	60	-	18	15	20
# of other publications produced	10	-	6	8	10
# unique visitors to City website	186,738	186,462	150,000	95,000	125,000
<u>Effectiveness/Service Quality</u>					
Avg # releases generating 1 or more media results	-	-	10	8	10

EXPENDITURE AND STAFFING SUMMARY

Department	Program
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City Manager

Public Information

Account Category	2008-09 Budget	2008-09 Actual	2009-10 Budget	2009-10 Projection	2010-11 Budget
Salaries & Wages	0	0	23,951	24,008	57,014
Benefits	0	0	6,137	6,350	10,961
Total: Personal Services	0	0	30,088	30,358	67,975
Communications	11,198	9,951	12,620	9,600	3,858
Utilities	0	0	0	0	787
Rentals & Leases	0	0	0	0	1,046
Insurance	850	763	0	0	630
Repair & Maintenance	0	0	0	0	150
Operating Supplies	600	0	500	0	750
Fuel	0	0	0	0	0
Miscellaneous (Travel, Training, Dues, etc.)	<u>30,098</u>	<u>14,812</u>	<u>19,500</u>	<u>14,640</u>	<u>7,562</u>
Total: Operating Expenses	42,746	25,527	32,620	24,240	14,783
Total: Administration	<u>42,746</u>	<u>25,527</u>	<u>62,708</u>	<u>54,598</u>	<u>82,758</u>

Budget Highlights

The FY 10-11 budget for Public Information is up by \$20,000 due to higher personnel costs resulting from the reallocation of existing employees. The Management/Public Information Analyst is allocated equally between this program and the City Manager's Office whereas the Sr. Administrative Assistant has been transferred from the City Manager's budget to this program. The hours of the Sr. Administrative Assistant have been reduced from 40 hours to 32 hours per week as part of the City's budget reduction measures.

Operating expenses for the Public Information Office have decreased by \$17,837 due mainly to reductions in the costs for printing and mailing the Crossroads newsletter. Beginning in 2011, the newsletter will be posted on the City's web site and emailed to any resident who requests the email service that was started this year. The budget includes sufficient funds to print newsletters for distribution at City Hall, the Chamber of Commerce, and other City facilities. The change is part of the City's budget reduction measures for offsetting the \$1.3 million budget shortfall.

The FY 10-11 budget includes no wage increase for any City employees although health insurance rates will increase citywide by 5% and the dependent coverage subsidy paid by the City will increase from 33% to 35% (although there are no dependent coverages in this program).

PERFORMANCE PROFILE

Department

Program

Finance

Accounting and Fiscal Services

Program Description

Accounting and Fiscal Services is responsible for maintaining the City's financial system which includes the collection and disbursement of all City funds, accounts payable services, bi-weekly payroll processing, debt administration and oversight of the City's investment portfolio.

This program is also responsible for the coordination of the financial statement audit and preparation of the City's Comprehensive Annual Financial Report, grant compliance, and the preparation of special and quarterly reports and other mandated/required reports to City departments and other governmental agencies.

Performance Outcomes

<u>Measure</u>	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Budget	FY 09-10 Projection	FY 10-11 Budget
<u>Input/Demand</u>					
Total Budget / Expenses (gross)	499,924	486,542	454,896	440,808	492,292
Total FTE's	6.30	6.30	5.80	5.80	5.55
Average portfolio balance	39,342,331	40,112,916	32,000,000	32,000,000	35,000,000
<u>Workload/Output</u>					
# invoices paid	15,888	13,521	23,400	13,000	13,250
# pcard transactions	6,378	5,871	6,000	6,000	6,200
# payroll checks issued	12,625	11,732	11,800	11,800	11,200
Total # transactions posted	168,280	177,685	170,650	170,650	173,000
<u>Effectiveness/Service Quality</u>					
Internal customer satisfaction rating (% good or excellent)	95.00%	N/A	95.00%	95.00%	-
closeout	66.00	87.00	45.00	45.00	45.00
% invoices paid after 30 days	8.50%	7.80%	17.00%	17.00%	10.00%
Average # days to process invoices	20.80	19.30	18.00	18.00	17.00
% of manual checks	0.17%	0.15%	0.60%	0.60%	0.50%
<u>Efficiency</u>					
Annualized rate of return on investments	4.25%	3.22%	2.75%	2.15%	2.30%
Accounting budget as % of total City budget	1.04%	1.16%	0.88%	0.97%	0.95%

EXPENDITURE AND STAFFING SUMMARY

Department	Program
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Finance

Accounting and Fiscal Services

Account Category	2008-09 Budget	2008-09 Actual	2009-10 Budget	2009-10 Projection	2010-11 Budget
Salaries & Wages	312,741	306,450	282,214	279,333	298,606
Benefits	<u>77,468</u>	<u>69,910</u>	<u>59,753</u>	<u>57,480</u>	<u>70,270</u>
Total: Personal Services	390,209	376,360	341,967	336,813	368,876
Professional & Contractual Services	43,025	53,671	47,625	57,230	67,100
Communications	9,042	8,226	9,116	8,170	8,472
Utilities	7,610	9,159	10,020	10,100	4,235
Rentals & Leases	7,397	7,636	5,247	1,740	787
Insurance	4,310	3,871	3,420	3,420	3,370
Repair & Maintenance	1,450	986	1,200	570	1,384
Operating Supplies	13,640	6,847	8,467	4,580	6,169
Fuel	0	0	0	0	0
Miscellaneous (Travel, Training, Dues, etc.)	<u>23,287</u>	<u>19,786</u>	<u>23,069</u>	<u>13,420</u>	<u>28,325</u>
Total: Operating Expenses	109,761	110,182	108,164	99,230	119,842
Vehicle Replacement Transfer	<u>4,765</u>	<u>4,765</u>	<u>4,765</u>	<u>4,765</u>	<u>3,574</u>
Total: Administration	<u>504,735</u>	<u>491,307</u>	<u>454,896</u>	<u>440,808</u>	<u>492,292</u>

Budget Highlights

The FY 10-11 budget is up \$37,396 or 8.2% due mainly to a restructuring that has merged the Budget Office into the Finance Department while consolidating other accounting positions. The following changes are part of the City's budget reduction measures that are necessary to offset the \$1.3 million budget shortfall: 1) Elimination of the Chief Accountant position and creating a Budget/Accounting Manager, 2) Elimination of the Accounting Technician and Payroll Specialist positions and creating a combined position of Accounts Payable/Accounting Specialist, 3) Adding a Financial Accountant position, 4) Reducing the hours of the Accounting Clerks from 2-20 hour per week positions to one 30 hour per week position. The budget impact of the restructuring is approximately \$61,000 with a net reduction of 1.25 positions.

Operating expenses show a net increase of \$11,678 due mainly to higher costs for production of the Comprehensive Annual Financial Report (CAFR) and Single Audit, the required pension liability analysis (OPEB), and \$4,000 for outsourcing investment management services (note: these items are found in the professional and contractual services account category).

The FY 10-11 budget includes no wage increase for any City employees although health insurance rates will increase citywide by 5% and the dependent coverage subsidy paid by the City will increase from 33% to 35%.

PERFORMANCE PROFILE

Department

Program

Finance

**Utility Billing/Customer Service &
Meter Reading**

Program Description

The Utility Billing and Customer Service administers the City's utility billing system, which includes meter reading, billing and collection and customer service support. Approximately 139,000 bills are produced annually for City water and sewer, stormwater, and solid waste collection services and two (2) Meter Readers read more than 11,000 meters every month for billing purposes.

In addition, this program assists customers in applying for and discontinuing utility service, accepts utility payments, responds to customer inquiries and resolves questions regarding customer accounts.

Performance Outcomes

Utility Billing and Customer Service

<u>Measure</u>	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Budget	FY 09-10 Projection	FY 10-11 Budget
<u>Input/Demand</u>					
Total Budget / Expenses	308,592	320,455	355,176	301,490	300,770
Total FTE's:					
- Utility Billing / Customer Service	3.70	3.70	4.20	4.20	3.45
- Meter Reading	2.00	2.00	2.00	2.00	1.25
# of Utility accounts (monthly average)	11,789	11,979	12,754	12,109	12,239
<u>Workload/Output</u>					
Total # of utility bills processed	141,539	143,747	149,221	145,308	146,868
Total # of bank draft payments	11,765	11,752	12,443	12,443	13,100
Total # of credit card payments	22,392	25,304	22,864	26,800	28,384
Total # of walk up customers served	28,096	26,563	29,998	26,737	27,905
# delinquent accounts (cut offs for nonpayment)	2,734	2,782	3,049	2,700	2,600
<u>Effectiveness/Service Quality</u>					
% of payments from bank drafting	8.3%	8.2%	8.3%	8.6%	8.9%
% payments from credit card transactions	15.8%	17.6%	15.3%	18.4%	19.3%
% payments from walk up customers	19.9%	18.5%	20.1%	18.4%	19.0%
Delinquent accounts as % of total	1.9%	1.9%	2.0%	1.9%	1.8%
<u>Efficiency</u>					
Cost per bill processed	2.18	2.23	2.38	2.57	2.68

Department	Program
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Finance

Utility Billing/Customer Service &
Meter Reading

Performance Outcomes (continued)

Meter Reading

<u>Measure</u>	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Budget	FY 09-10 Projection	FY 10-11 Budget
<u>Input/Demand</u>					
Total Budget / Expenses (3301)	123,207	123,688	27,493	174,777	174,358
Total FTE's	2	2	2	2	1.25
Total Productive Hours	3,728	3,725	931	3,725	2,328
# available hours (meter readers)	4,160	4,160	1,040	4,160	2,600
# radio read meters (system wide)	3,945	3,974	5,176	6,055	12,239
# direct read meters (system wide)	7,844	7,952	6,756	6,055	-
<u>Workload/Output</u>					
# meters read	141,466	143,000	35,795	145,308	146,868
# service orders for disconnections - finaled accounts	2,409	2,203	475	1,985	2,000
# service orders for disconnections - nonpayment	2,734	-	760	2,700	2,600
# meters read per meter reader/day	281	286	338	349	353
<u>Effectiveness/Service Quality</u>					
Total % service disconnects	1.70%	1.54%	1.33%	1.30%	1.36%
<u>Efficiency</u>					
Meter Reader Productivity Rate	89.6%	89.5%	89.5%	89.5%	89.5%
Cost per meter read	0.87	0.86	0.77	0.72	0.73

EXPENDITURE AND STAFFING SUMMARY

Department	Program
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Finance

**Utility Billing/Customer Service
& Meter Reading**

Account Category	2008-09 Budget	2008-09 Actual	2009-10 Budget	2009-10 Projection	2010-11 Budget
Salaries & Wages	202,492	200,328	227,107	221,261	213,426
Benefits	<u>71,748</u>	<u>64,770</u>	<u>70,275</u>	<u>70,572</u>	<u>63,212</u>
Total: Personal Services	274,240	265,099	297,382	291,833	276,638
Professional & Contractual Services	76,236	85,172	81,600	89,443	93,300
Communications	4,323	2,469	2,845	2,360	2,805
Utilities	1,780	2,150	2,352	2,600	2,162
Rentals & Leases	3,509	3,561	3,560	1,525	1,339
Insurance	8,330	7,481	6,380	6,380	8,300
Repair & Maintenance	6,450	7,489	8,476	7,125	7,324
Operating Supplies	3,340	2,457	1,907	1,684	1,488
Fuel	9,210	5,201	5,474	5,280	5,670
Miscellaneous (Travel, Training, Dues, etc.)	<u>44,750</u>	<u>49,602</u>	<u>52,368</u>	<u>66,455</u>	<u>73,798</u>
Total: Operating Expenses	157,928	165,582	164,962	182,852	196,186
Vehicle Replacement Transfer	<u>3,766</u>	<u>3,766</u>	<u>1,582</u>	<u>1,582</u>	<u>2,303</u>
Total: Utility Billing/Customer Service	<u>435,934</u>	<u>434,446</u>	<u>463,926</u>	<u>476,267</u>	<u>475,127</u>

Budget Highlights

The FY 10-11 budget is up by \$11,202 or 2.4% as operating expenses increases for utility bill production services and merchant fees for credit card use have offset the reduction on personnel costs. The lower personnel costs are attributed to reduced hours for the City's 2 full time Meter Readers. With the installation of radio read meters citywide through the Siemens' energy project expected to be completed by the end of 2010, efficiencies in meter reading will result and the amount of time to read meters will decline. Consequently, by early 2011, the meter readers will be reduced to 2-20 hour per week positions. This was envisioned as part of the Siemens' analysis and is the costs savings feature of the radio read initiative.

As mentioned above, one of the operating expense increase is related to merchant fees for credit card use. In FY 2011, merchant fees will exceed \$90,000, which may serve as the impetus to consider a "convenience fee" as has been done in other cities to offset the cost of merchant fees.

The FY 10-11 budget includes no wage increase for any City employees although health insurance rates will increase citywide by 5% and the dependent coverage subsidy paid by the City will increase from 33% to 35%.

FY 09-10 operating expenses are expected to exceed budget due to higher than expected costs for merchant fees and (possibly) utility bill production.

PERFORMANCE PROFILE

Department	Program
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Finance

Purchasing

Program Description

Purchasing is responsible for overseeing a decentralized purchasing system that reviews and processes the City's automated purchase order system for commodities and services that exceed \$750. The Purchasing Office is also responsible for coordinating and developing formal bids and requests for proposals to ensure competitive bidding and to ensure compliance with the City's Purchasing Ordinance and accepted industry standards. In addition, Purchasing also is responsible for maintaining the City's fixed asset inventory and coordinates disposal of surplus equipment.

Performance Outcomes

<u>Measure</u>	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Budget	FY 09-10 Projection	FY 10-11 Budget
<u>Input/Demand Measures</u>					
Total Budget / Expenses (Purchasing)	70,516	66,731	68,941	66,269	68,359
Total FTE's	1	1	1	1	1
\$ value of purchase orders issued	21,679,342	7,880,418	13,000,000	10,000,000	10,000,000
<u>Workload/Output Measures</u>					
# purchase orders processed	705	560	800	700	700
# RFP's and bids	13	19	20	25	25
# requisitions returned before completion	53	123	80	90	80
\$ value of fixed assets (city wide inventory)	12,871,044	13,136,071	13,250,000	13,800,000	13,800,000
<u>Effectiveness/Service Quality Measure</u>					
Average number of responses to bids and RFP's	10	7	7	8	8
Average processing time to produce PO (in days)	5	4	4	4	4
% requisitions returned before completion	15.00%	22.00%	15.00%	15.00%	15.00%
<u>Efficiency Measure</u>					
Unaccounted loss of fixed assets (per 1000)	11.48	11.73	13.25	-	-

EXPENDITURE AND STAFFING SUMMARY

Department	Program
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Finance

Purchasing

Account Category	2008-09 Budget	2008-09 Actual	2009-10 Budget	2009-10 Projection	2010-11 Budget
Salaries & Wages	46,931	46,604	46,931	46,348	46,931
Benefits	<u>15,474</u>	<u>13,028</u>	<u>13,694</u>	<u>12,451</u>	<u>14,547</u>
Total: Personal Services	<u>62,405</u>	<u>59,632</u>	<u>60,625</u>	<u>58,799</u>	<u>61,478</u>
Professional & Contractual Services	0	0	0	0	0
Communications	0	367	449	360	462
Utilities	1,254	1,381	1,465	1,460	580
Rentals & Leases	737	804	787	790	787
Insurance	1,820	1,634	1,460	1,460	1,500
Repair & Maintenance	0	0	0	0	0
Operating Supplies	200	827	200	180	200
Fuel	0	0	0	0	0
Miscellaneous (Travel, Training, Dues, etc.)	<u>4,100</u>	<u>2,250</u>	<u>3,955</u>	<u>3,220</u>	<u>3,352</u>
Total: Operating Expenses	<u>8,111</u>	<u>7,264</u>	<u>8,316</u>	<u>7,470</u>	<u>6,881</u>
Total: Administration	<u>70,516</u>	<u>66,896</u>	<u>68,941</u>	<u>66,269</u>	<u>68,359</u>

Budget Highlights

The FY 10-11 budget for Purchasing is essentially unchanged from FY 09-10 except for some minor operating expense reductions for utilities and travel/training. Otherwise, the budget is below the FY 08-09 level.

Personnel costs are impacted by the 5% citywide increase in health insurance rates and the increase in the dependent coverage subsidy paid by the City that will increase from 33% to 35%.

PERFORMANCE PROFILE

Department

Program

Information Technology

HTE/Network/PC Support/GIS

Program Description

Information Technology is a support service that oversees all computer and automation activities of City government, including system enhancements, technical support, upgrades, and repairs to all City computer systems. IT is responsible for support and administration of the Wide Area Network (WAN/VPN) and Local Area Network (LAN) consisting of 10 Windows based servers, over 249 desktop and laptop computers and various network routers, network switches, printers and other peripherals.

In addition, IT provides support for all SunGard HTE software applications including but not limited to: Building Permits, Cash Receipts, Customer Information System, Fixed Assets, Accounting/Budgeting, Land Management, Occupational Licenses, Purchasing/Inventory Payroll/Personnel and Fleet Management.

Performance Outcomes

IT Citywide Support

<u>Measure</u>	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Budget	FY 09-10 Projected	FY 10-11 Budget
<u>Input/Demand</u>					
Total Budget / Expenses over department	732,424	787,793	825,701	889,870	882,020
Total FTE's	4.75	6.00	5.00	5.00	5.00
# overall users	325	325	325	275	275
City Employees	380	380	360	326	346
<u>Workload/Output</u>					
# total work orders	2,300	3,935	2,300	2,375	2,500
<u>Effectiveness/Service Quality</u>					
% work orders completed within 3 days	>80%	97%	98%	98%	99%
% customer rating good or better on support	>90%	95%	95%	95%	99%
<u>Efficiency Measure</u>					
Cost per user	2,253.61	2,423.98	2,540.62	3,235.89	12,829.38
Cost per City Employee (FTE)	1,927.43	2,073.14	2,293.61	2,729.66	10,196.76

Department	Program
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Information Technology

HTE and Network/PC Support

Performance Outcomes (continued)

HTE Support

Measure	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Budget	FY 09-10 Projected	FY 10-11 Budget
<u>Input/Demand</u>					
Total Budget / Expenses (HTE support)	365,082	235,427	283,341	292,403	294,312
Total FTE's	2	2	2	2	2
# of PC users	325	337	380	275	275
<u>Workload/Output</u>					
# of work orders processed	650	904	700	700	700
# of software applications maintained	-	31	30	30	30
# of new software applications implemented	5	1	4	4	4
# of users with access to HTE applications	250	259	252	275	275
<u>Effectiveness/Service Quality</u>					
% work orders completed within 2 hours	92%	100%	98%	99%	98%
% internal customer satisfaction rating (good or better)	80%	100%	98%	99%	98%
System Availability (i.e. uptime)	90%	95%	98%	99%	100%
System Availability (3rd party applications)	99%	100%	100%	100%	100%
<u>Efficiency</u>					
Cost per HTE user	1,460	909	1,124	963	1,042

Network / PC Support

Measure	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Budget	FY 09-10 Projected	FY 10-11 Budget
<u>Input/Demand</u>					
Total Budget / Expenses	578,613	295,422	439,008	453,049	456,006
Total FTE's	2.5	2.3	2.3	2.3	2.3
# PC users	375	380	360	275	275
# handset phones	275	395	395	225	225
# cell phones	200	270	270	120	120
<u>Workload/Output</u>					
Total # of work orders processed:	1,545	1,570	1,570	1,610	1,625
# of PC's maintained	255	325	325	258	274
# servers and other devices maintained	170	200	200	200	150
<u>Effectiveness/Service Quality</u>					
% work orders completed within 3 days	85%	80%	80%	99%	99%
System Availability (i.e. uptime) support/resolution)	99%	97%	97%	99%	99%
	97%	97%	97%	98%	98%
<u>Efficiency</u>					
Cost per PC user	1,542.97	777.43	1,219.47	1,744.00	1,759.30

Department	Program
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Information Technology GIS

Performance Outcomes (continued)

GIS

	FY 08-09 Actual	FY 09-10 Budget	FY 09-10 Projected	FY 10-11 Budget
Measure				
Total Budget / Expenses (GIS support)	295,422	103,351	106,657	107,353
Total FTE's	2.00	1.25	1.30	1.30
# of PC users	380	380	275	275
<u>Input/Demand</u>				
# of work orders processed	345	700	700	700
- Maps produced	36	30	30	50
- Information/Other	25	640	640	500
- Training	22	30	30	30
# of independent software applications maintained	3	3	3	3
# of users with access to GIS applications	99	350	1,403	275
<u>Workload/Output</u>				
% work orders completed within 2 hours	90%	97%	98%	98%
System Availability (i.e. uptime)	90%	97%	99%	99%
System Availability (3rd party applications)	90%	97%	99%	99%
<u>Effectiveness/Service Quality</u>				
Cost per GIS user	2,984.06	295.29	604.50	615.40

EXPENDITURE AND STAFFING SUMMARY

Department	Program
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Information Technology

HTE and Network/PC Support

Account Category	2008-09 Budget	2008-09 Actual	2009-10 Budget	2009-10 Projection	2010-11 Budget
Salaries & Wages	342,248	352,615	290,231	273,676	298,106
Benefits	<u>89,313</u>	<u>83,392</u>	<u>66,527</u>	<u>55,039</u>	<u>65,260</u>
Total: Personal Services	431,561	436,006	356,758	328,715	363,366
Professional & Contractual Services	5,683	1,754	0	62,626	10,800
Communications	53,900	52,465	50,284	52,613	68,605
Utilities	6,497	7,481	7,500	7,950	2,495
Rentals & Leases	964	25,455	36,594	36,434	74,293
Insurance	4,750	4,266	3,740	3,740	3,560
Repair & Maintenance	371,433	284,748	334,161	363,617	344,264
Operating Supplies	69,276	41,997	28,311	31,740	9,747
Fuel	220	353	219	330	347
Miscellaneous (Travel, Training, Dues, etc.)	<u>11,320</u>	<u>779</u>	<u>7,170</u>	<u>1,160</u>	<u>3,720</u>
Total: Operating Expenses	524,043	419,297	467,979	560,210	517,831
Vehicle Replacement Transfer	<u>1,247</u>	<u>1,069</u>	<u>963</u>	<u>945</u>	<u>823</u>
Total: Administration	956,851	856,373	825,700	889,870	882,020

Budget Highlights

The FY 10-11 budget has increased by \$56,320 or 6.8% due mainly to higher operating costs including the next scheduled replacement of 63 computers for the Police Department (35 laptops for patrol vehicles and 28 for other sworn officers and office personnel). The major operating expenses increases are as follows: 1) \$10,800 for back-up IT assistance if there is staff turnover or for other unanticipated needs, 2) higher internet costs for remote sites such as the medical clinic and Shane Kelly offices, 3) \$15,000 for AT&T mail security, 4) \$37,747 rental cost over the next 3 years for the replacement of 63 Police Department computers. There is a reduction of one-time hardware costs budgeted in FY 09-10 (\$17,544) that are reflected in the operating supplies category above.

The increased salary costs of \$7,875 reflects the higher (budgeted) salary to fill the vacant Network Administrator position should contracting of this function not prove to be cost beneficial for the City. The request for proposals will be evaluated against in-house costs during July.

The major expenses items for this program that comprise almost 90% of all operating costs include: internet connection to all City facilities (\$56,875), rental costs for replacement computers plus the first year cost to replace Police Department computers (\$73,341), the Application Service Provider agreement with SunGard HTE (\$187,920), the required Microsoft Enterprise Agreement for all city computers (\$47,653), hardware and software maintenance agreements (\$74,020), and payment to Seminole County for fiber optics (\$15,000).

The FY 10-11 budget includes no wage increase for any City employees although health insurance rates will increase citywide by 5% and the dependent coverage subsidy paid by the City will increase from 33% to 35%.

FY 09-10 projected expenses will exceed the budget due to the one-time leave payout made to the former Network Administrator coupled with the higher contract costs for network administrator services. The contract services began at the end of April on a 24-hour per week basis and are expected to be in place until the end of August or until a decision is made with respect to the contracting option.

EXPENDITURE AND STAFFING SUMMARY

Department	Program
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City Manager

Management and Budget

Account Category	2008-09 Budget	2008-09 Actual	2009-10 Budget	2009-10 Projection	2010-11 Budget
Salaries & Wages	141,293	141,882	117,343	104,726	0
Benefits	<u>37,136</u>	<u>33,490</u>	<u>25,810</u>	<u>21,624</u>	<u>0</u>
Total: Personal Services	<u>178,429</u>	<u>175,372</u>	<u>143,153</u>	<u>126,350</u>	<u>0</u>
Professional & Contractual Services	2,281	0	0	0	0
Communications	1,074	948	925	870	0
Utilities	1,710	1,872	2,030	1,990	0
Rentals & Leases	2,396	2,150	2,340	2,090	0
Insurance	2,410	2,164	1,920	1,920	0
Repair & Maintenance	50	135	150	0	0
Operating Supplies	3,402	902	2,300	300	0
Fuel	0	0	0	0	0
Miscellaneous (Travel, Training, Dues, etc.)	<u>5,667</u>	<u>3,933</u>	<u>5,734</u>	<u>2,540</u>	<u>0</u>
Total: Operating Expenses	<u>18,990</u>	<u>12,104</u>	<u>15,399</u>	<u>9,710</u>	<u>0</u>
Capital Outlay	0	0	0	0	0
Vehicle Replacement Transfer	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total: Administration	<u>197,419</u>	<u>187,476</u>	<u>158,552</u>	<u>136,060</u>	<u>0</u>

Budget Highlights

With the merging of the budget function and related tasks with the Finance Department, the following staffing changes have occurred and the Budget Office program will be eliminated in FY 10-11:

- ✓ The Budget Manager position has been eliminated in favor of a consolidated position of Budget/Accounting Manager.
- ✓ The Assistant City Manager who was allocated 25% to the Budget Office will be budgeted 100% in the City Manager's Office.
- ✓ The Management Analyst who was allocated 50% to the Budget Office will be allocated 50% to Public Information and 50% to the City Manager's Office.

All other operating expenses previously attributed to the Budget Office have been reallocated to the other programs described above.

**GENERAL GOVERNMENT SERVICES
CONSOLIDATED EXPENDITURE
AND
STAFFING SUMMARY**

**CONSOLIDATED
EXPENDITURE AND STAFFING SUMMARY**

Department	Programs
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General Government Services

**Human Resources, Public Information
Finance/Budget, Purchasing and
Information Technology**

Note: Water Utility Billing and Customer Service is included in the Water/Wastewater consolidated total.

Staffing Detail	2006-07 Budget	2007-08 Budget	2008-09 Budget	2009-10 Budget	2010-11 Budget
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Human Resources

Human Resources Director	1.00	1.00	1.00	1.00	1.00
Employment Coordinator*	1.00	1.00	1.00	1.00	1.00
Risk/Benefits Coordinator	1.00	1.00	1.00	1.00	0.00
HR Specialist	1.00	1.00	1.00	0.00	0.00
HR Analyst	1.00	1.00	1.00	1.00	1.00
HR Technician	0.00	0.00	0.00	0.00	0.75
Receptionist/Support Specialist	<u>0.00</u>	<u>1.00</u>	<u>1.00</u>	<u>0.38</u>	<u>0.00</u>
TOTAL	<u>5.00</u>	<u>6.00</u>	<u>6.00</u>	<u>4.38</u>	<u>3.75</u>

*Employment Coordinator includes 2-20 hour per week positions

Public Information

Management/Public Information Analyst *	0.00	1.00	0.00	0.50	0.50
Sr. Administrative Assistant*	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.80</u>
TOTAL	<u>0.00</u>	<u>1.00</u>	<u>0.00</u>	<u>0.50</u>	<u>1.30</u>

*In FY 09-10, balance of Management/PI Analyst was allocated to the Budget Office and the Sr. AA was allocated 100% to the City Mgrs. Office. In FY 10-11, the Management/Public Information Analyst is allocated 50% to the CM's Office.

Finance

Director of Finance	1.00	1.00	1.00	1.00	1.00
Assistant Finance Director**	1.00	1.00	1.00	0.50	0.50
Budget/Accounting Manager	0.00	0.00	0.00	0.00	1.00
Financial Accountant	0.00	0.00	0.00	0.00	1.00
Chief Accountant	1.00	1.00	1.00	1.00	0.00
Payroll Specialist	1.00	1.00	1.00	1.00	0.00
Accounting Technician	1.00	1.00	1.00	1.00	0.00
Accounts Payable/Accounting Specialist	0.00	0.00	0.00	0.00	1.00
CSR/Billing Clerk*	0.10	0.10	0.10	0.10	0.10
Customer Service Representative*	0.20	0.20	0.20	0.20	0.20
Accounting Clerk	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>0.75</u>
TOTAL	<u>6.30</u>	<u>6.30</u>	<u>6.30</u>	<u>5.80</u>	<u>5.55</u>

*The remaining portion of the above positions are allocated to the Utility Billing/Customer Service program in the Water/Sewer Fund.

** Beginning in FY 09-10, 50% of the Assistant Finance Director's position was allocated to Utility Billing.

Staffing Detail (continued)	2006-07 Budget	2007-08 Budget	2008-09 Budget	2009-10 Budget	2010-11 Budget
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Budget

Assistant City Manager/Budget Director*	0.25	0.25	0.25	0.25	0.00
Budget Manager	1.00	1.00	1.00	1.00	0.00
Management Analyst	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>0.50</u>	<u>0.00</u>
TOTAL	<u>2.25</u>	<u>2.25</u>	<u>2.25</u>	<u>2.25</u>	<u>0.00</u>

*Balance of Assistant City Manager is budgeted in the City Manager's Budget and balance of Mgmt. Analyst in Public Information.

Information Technology

Information Technology Director	1.00	1.00	1.00	1.00	1.00
Systems Analyst	1.00	1.00	1.00	1.00	1.00
Network Administrator	1.00	1.00	1.00	1.00	1.00
IT Technician	1.00	1.00	1.00	1.00	1.00
GIS Analyst	0.00	1.00	1.00	1.00	1.00
GIS Coordinator*	<u>0.00</u>	<u>0.00</u>	<u>1.00</u>	<u>0.72</u>	<u>0.66</u>
Total: Full Time	<u>4.00</u>	<u>5.00</u>	<u>6.00</u>	<u>5.72</u>	<u>5.66</u>

*Beginning in FY 09-10, the GIS Coordinator was converted to a contract employee funded from the Technology Improvements Fund.

Part Time

GIS Interns (2,080 hours)	<u>0.00</u>	<u>1.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL	<u>4.00</u>	<u>6.00</u>	<u>6.00</u>	<u>5.72</u>	<u>5.66</u>

Full Time Staff	17.55	20.55	20.55	18.65	16.26
Seasonal and Part Time Staff	<u>0.00</u>	<u>1.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
CONSOLIDATED TOTAL	<u>17.55</u>	<u>21.55</u>	<u>20.55</u>	<u>18.65</u>	<u>16.26</u>

Note: Water Utility Billing and Customer Service is included in the Water/Wastewater consolidated total.

CONSOLIDATED EXPENDITURE DETAIL

Department	Programs
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General Government Services

**Human Resources, Public Information
Finance/Budget, Purchasing and
Information Technology**

Account Category	2008-09 Budget	2008-09 Actual	2009-10 Budget	2009-10 Projection	2010-11 Budget
Salaries & Wages	1,140,301	1,143,837	1,008,532	975,630	904,849
Benefits	<u>298,467</u>	<u>279,685</u>	<u>228,957</u>	<u>207,575</u>	<u>198,187</u>
Total: Personal Services	1,438,768	1,423,522	1,237,489	1,183,205	1,103,036
Professional & Contractual Services	138,242	109,733	133,986	190,477	140,359
Communications	78,564	75,948	77,433	75,402	85,225
Utilities	25,849	29,592	31,645	31,830	11,882
Rentals & Leases	15,312	41,049	48,808	44,854	80,714
Insurance	17,340	15,572	12,880	12,880	10,820
Repair & Maintenance	373,183	285,870	335,761	364,287	345,898
Operating Supplies	95,356	56,102	46,640	38,641	21,298
Fuel	220	353	219	330	347
Miscellaneous (Travel, Training, Dues, etc.)	<u>124,526</u>	<u>56,747</u>	<u>91,397</u>	<u>54,128</u>	<u>65,356</u>
Total: Operating Expenses	868,592	670,967	778,769	812,829	761,899
Capital Outlay	0	0	0	0	0
Vehicle Replacement Transfer	<u>6,012</u>	<u>5,834</u>	<u>5,728</u>	<u>5,710</u>	<u>4,397</u>
Total: Administrative Services	2,313,372	2,100,323	2,021,986	2,001,744	1,869,332

Note: Water Utility Billing and Customer Service is included in the Water/Wastewater consolidated total.

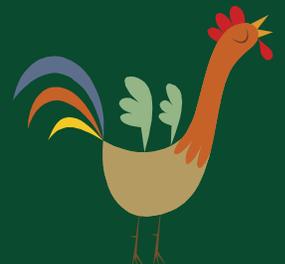
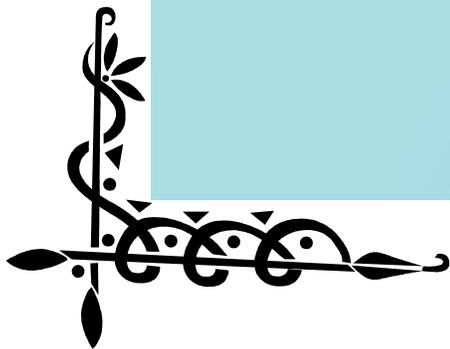


The City of Oviedo

City of Oviedo



Development Services





The City of Oviedo

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PERFORMANCE PROFILE

Department

Program

Development Services

Administration

Program Description

Under the direction of the Development Services Director, Administration is responsible for overseeing and providing managerial support for the Comprehensive Planning, Development Review, Code Enforcement, and Building Services Divisions. The Director also serves as liaison to the Planning, Zoning and Appeals Board (PZA), is a board member of the Development Review Committee (DRC) and interprets the provisions of the Land Development Code (LDC).

The Director also is the staff liaison with the City's economic development consultant to ensure that the tasks assigned to the consultant relating to the implementation of the Economic Development Strategic Plan, business retention and recruitment and the creation of a Community Redevelopment Area (CRA) are completed in accordance with approved work plans and contracts.

In addition to work program development and administration, the Administrative staff represents the City at community meetings, serves as liaison with Seminole County, the School Board and other cities and participates in various regional, State, and legislative committees.

FY 2010-11 Performance Outcomes

1. Ensure implementation and accomplishment of all performance outcomes of the Development Services Department.
2. Ensure that all tasks assigned to the economic development consultant are completed in accordance with the task order between the City and the consultant.
3. Ensure that the contract between the City and the Building Services contractor are completed in accordance with the approved contract with respect to timeliness and customer service standards.

EXPENDITURE AND STAFFING SUMMARY

Department	Program
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Development Services

Administration

Account Category	2008-09 Budget	2008-09 Actual	2009-10 Budget	2009-10 Projection	2010-11 Budget
Salaries & Wages	143,765	144,916	143,329	144,976	100,698
Benefits	<u>39,735</u>	<u>34,631</u>	<u>34,305</u>	<u>35,195</u>	<u>24,385</u>
Total: Personal Services	183,500	179,546	177,634	180,171	125,083
Communications	1,717	2,656	1,685	2,030	1,838
Utilities	1,554	1,776	1,664	1,530	1,473
Rentals & Leases	1,910	1,915	1,932	1,890	1,892
Insurance	1,660	1,491	1,240	1,240	880
Repair & Maintenance	1,590	3,571	4,309	533	2,070
Operating Supplies	4,632	1,781	4,714	710	4,340
Fuel	0	0	0	0	0
Miscellaneous (Travel, Training, Dues, etc.)	<u>7,223</u>	1,318	5,480	690	4,805
Total: Operating Expenses	20,286	14,508	21,024	8,623	17,298
Vehicle Replacement Transfer	0	0	1,336	2,760	2,406
Total: Administration	<u>203,786</u>	<u>194,054</u>	<u>199,994</u>	<u>191,554</u>	<u>144,787</u>

Budget Highlights

The FY 10-11 budget for Administration is \$55,217 or 28% lower than the FY 10 budget due to the elimination of the Senior Administrative Assistant that was part of the City's budget reduction measures necessary to bridge the projected \$1.3 million budget shortfall. With the Department's workforce being reduced to 4 professional/technical positions, it was determined that the clerical support could be provided by one Administrative Assistant - a position allocated equally to Planning and Development Review.

Otherwise, operating expenses are down by \$3,726 as most line items accounts show decreases compared to the FY 10 budget level.

The FY 10-11 budget includes no wage increase although health insurance rates will increase citywide by 5% and the dependent coverage subsidy paid by the City will increase from 33% to 35%.

PERFORMANCE PROFILE

Department	Program
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Development Services	Comprehensive Planning
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Program Description

Comprehensive Planning is responsible for monitoring compliance with and administering the City's Comprehensive Plan in accordance with Chapter 163, Florida Statutes, and Chapter 9J-5, Florida Administrative Code.

The primary services provided by this program include: 1) review of Comprehensive Plan amendments, 2) coordination with various regional and State agencies, 3) review for consistency with the City's zoning map, Land Development Code and Comprehensive Plan; 4) ensure that adequate infrastructure and basic services are available to support new development; 5) assist developers and citizens in complying with the City's Comprehensive Plan and Land Development Code.

Planning staff processes applications for future land use map amendments, changes of zoning, annexations, special exceptions, variances, and other applications. In addition, Planning provides technical data and recommendations for land development proposals to the City Council, Planning, Zoning and Appeals (PZA) Board.

Performance Outcomes

<u>Measure</u>	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Budget	FY 09-10 Projection	FY 10-11 Budget
<u>Input/Demand</u>					
Total Budget/Expenses (exclude FY 07 EAR)	456,562	229,091	240,678	184,256	185,593
Total FTE's	5.5	3.5	2.5	2.0	2
<u>Workload/Output</u>					
# of Large scale Comp Plan apps. adopted	2	5	2	1	2
# of small scale Comp Plan apps. adopted	2	5	2	-	2
# of Rezoning applications adopted	5	7	2	-	2
# of Annexation applications adopted	4	-	2	-	2
# of Deviation applications adopted	4	2	2	2	2
# of Special event applications adopted	40	40	38	70	70
<u>Effectiveness/Service Quality</u>					
Avg # days to process applications:					
- Large Scale CPA	455	400	425	400	400
- Small Scale CPA	180	338	200	200	200
- Rezoning application	180	297	200	200	200
- Annexation application	180	400	350	350	350
- Deviation application	60	37	40	40	40
- Special event application	60	16	60	60	60
<u>Efficiency</u>					
Average cost per application processed	8,010	3,883	4,628	2,524	2,320

EXPENDITURE AND STAFFING SUMMARY

Department	Program
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Development Services

Comprehensive Planning

Account Category	2008-09 Budget	2008-09 Actual	2009-10 Budget	2009-10 Projection	2010-11 Budget
Salaries & Wages	162,725	159,133	133,232	105,107	101,998
Benefits	<u>36,257</u>	<u>30,547</u>	<u>26,331</u>	<u>22,563</u>	<u>19,850</u>
Total: Personal Services	198,982	189,679	159,563	127,670	121,848
Professional & Contractual Services	50,485	20,241	33,750	40,023	33,000
Communications	3,732	2,210	3,055	1,310	3,387
Utilities	2,290	2,569	2,460	2,290	2,136
Rentals & Leases	1,705	969	1,777	940	1,737
Insurance	3,410	3,062	2,230	2,230	1,300
Repair & Maintenance	160	1,039	1,150	133	1,005
Operating Supplies	4,000	1,423	3,300	1,240	2,700
Fuel	414	243	193	200	210
Miscellaneous (Travel, Training, Dues, etc.)	<u>35,045</u>	<u>10,133</u>	<u>31,500</u>	<u>8,220</u>	<u>18,270</u>
Total: Operating Expenses	101,241	41,890	79,415	56,586	63,745
Vehicle Replacement Transfer	1,761	1,509	1,700	0	0
Total: Comprehensive Planning	<u>301,984</u>	<u>233,078</u>	<u>240,678</u>	<u>184,256</u>	<u>185,593</u>

Budget Highlights

The FY 10-11 budget is \$55,085 or 23% lower than the FY 10 budget due mainly to reallocating 50% of the Planning Manager to Development Review.

Operating expenses decreased \$15,670 or 20% due to reductions in legal advertising and printing (see miscellaneous category above). The vehicle replacement transfer was eliminated as there is no City vehicle assigned directly to this program and the Department now relies on a pool vehicle when needed.

The budget includes \$20,000 in professional services for outside technical assistance to address future land use amendments to the Comprehensive Plan so the amendments can be implemented before the Amendment 4 (i.e. Hometown Democracy) takes effect. This would preclude a costly future referendum process for the land use amendments if Amendment 4 passes.

The FY 10-11 budget includes no wage increase for any City employees although health insurance rates will increase citywide by 5% and the dependent coverage subsidy paid by the City will increase from 33% to 35%.

PERFORMANCE PROFILE

Department

Program

Development Services

Development Review

Program Description

The Development Review program is responsible for site and site construction plan review and the permitting of development applications through a coordinated review process. The process ensures compliance with the City's Comprehensive Plan, Land Development Code, and related ordinances.

The Program also coordinates pre-application conferences, schedules and provides technical data and recommendations for land development code changes to the City Council and the Planning, Zoning and Appeals Board (PZA) and acts as liaison to the Development Review Committee.

Performance Outcomes

<u>Measure</u>	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Budget	FY 09-10 Projection	FY 10-11 Budget
<u>Input/Demand</u>					
Total Budget / Expenses	462,903	273,996	263,453	274,874	156,955
Total FTE's	6	6	4	4	2
<u>Workload/Output</u>					
No. of Applications Received:					
- Sufficiency	27	15	25	22	20
- Compliance reviews	67	39	60	42	40
- Consultant review	30	1	15	-	-
- In house compliance	37	38	12	12	12
# of applications returned:					
- Sufficiency	7	6	10	10	10
- Compliance reviews	42	25	45	30	30
- Consultant review	19	-	10	-	-
<u>Effectiveness/Service Quality</u>					
- Sufficiency (8 day turnaround req.)	8	4	8	8	8
- Compliance reviews (28 day turn around)	28	26	28	28	28
- Consultant review (21 day turn around)	21	21	21	21	21
- In house compliance (28 day turn around)	28	26	28	28	28
% applications returned:					
- Sufficiency	25.9%	40.0%	40.0%	45.5%	50.0%
- Compliance reviews	100.0%	100.0%	90.8%	80.0%	80.0%

EXPENDITURE AND STAFFING SUMMARY

Department	Program
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Development Services

Development Review

Account Category	2008-09 Budget	2008-09 Actual	2009-10 Budget	2009-10 Projection	2010-11 Budget
Salaries & Wages	290,098	267,957	157,104	183,411	83,312
Benefits	87,081	66,961	36,727	52,299	23,682
Total: Personal Services	377,179	334,917	193,831	235,710	106,994
Professional & Contractual Services	154,600	25,708	40,600	22,500	32,500
Communications	4,679	2,572	3,307	1,830	1,907
Utilities	2,600	3,017	2,790	2,690	2,424
Rentals & Leases	1,705	969	1,600	940	1,600
Insurance	4,940	4,436	2,160	2,160	1,300
Repair & Maintenance	4,020	1,430	0	0	0
Operating Supplies	3,766	1,545	2,250	1,230	2,250
Fuel	6,901	1,808	0	0	0
Miscellaneous (Travel, Training, Dues, etc.)	<u>20,004</u>	<u>349</u>	<u>16,915</u>	<u>7,814</u>	<u>7,980</u>
Total: Operating Expenses	203,215	41,832	69,622	39,164	49,961
Total: Development Review	<u>585,413</u>	<u>378,898</u>	<u>263,453</u>	<u>274,874</u>	<u>156,955</u>

Budget Highlights

The FY 10-11 budget has declined by \$106,498 due mainly to the elimination of the Engineer III and Planner II positions that are part of the City's budget reduction measures necessary to bridge the projected \$1.3 million budget shortfall. The reductions are also in response to reduced workload resulting from the declining economy. The tasks of the Engineer II will be assumed by the Engineering Division in Public Works.

The reductions in personnel costs for this program were offset by the allocation of 50% of the Planning Manager who oversees Development Review.

Operating expenses are down by \$19,661 as most line item accounts are lower than the FY 10 budget level, particularly for outside technical assistance (i.e. professional services), legal advertising and printing.

PERFORMANCE PROFILE

Department	Program
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Development Services

Building Services-Inspection, Plans Review, Permitting

Program Description

The Building Services Division is responsible for review of all building construction plans and specifications to ensure compliance with the Florida Building Code and other applicable codes and regulations. The Division is currently reviewing approximately 2,000 building plans annually and conducts approximately 10,000 inspections to ensure compliance with Florida building codes and regulations. At the end of February, 2010, the operations of the Division were outsourced to a private company under a revenue sharing agreement whereby the City receives 23% of gross revenues and the private company (PDCS) receives 77%.

Performance Outcomes

<u>Measure</u>	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Budget	FY 09-10 Projection	FY 10-11 Budget
<u>Input/Demand</u>					
Total Budget / Expenses	921,852	613,079	584,191	759,249	748,600
Building Inspector FTE's	4.4	4.6	3.0	2.5	2.5
Plans Examiner FTE's	3.0	2.3	1.0	2.0	2.0
Administrative & Permitting FTE's	5.0	4.6	4.0	2.5	2.5
<u>Workload/Output</u>					
# Inspections completed	12,330	8,364	11,782	8,766	8,534
# Re-inspections required	3,090	2,029	2,922	1,300	1,684
# Plans reviewed	2,697	1,648	2,350	1,588	1,532
# Plans reviewed requiring corrections	970	486	688	438	411
Total revenue generated/processed	1,292,615	402,354	595,136	751,407	748,000
<u>Effectiveness/Service Quality</u>					
% Inspections requiring re-inspection	25.1%	24.3%	24.8%	14.8%	19.7%
% Plans requiring corrections	36.0%	29.5%	29.3%	27.6%	26.8%
Avg. # days for all plan review	9.74	4.65	4.70	5.50	5.68
<u>Efficiency</u>					
Cost per permit issued	298.33	304.86	221.12	286.94	272.22
# Inspections completed/day/inspector	11.60	12.20	10.90	13.60	13.80
# Plans reviewed/day/examiner	4.80	3.80	5.40	6.20	5.80

EXPENDITURE AND STAFFING SUMMARY

Department	Program
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Development Services

**Building Services
(Building Inspection, Plans Review and Permitting)**

Account Category	2008-09 Budget	2008-09 Actual	2009-10 Budget	2009-10 Projection	2010-11 Budget
Salaries & Wages	653,579	616,676	392,535	231,061	0
Benefits	<u>204,815</u>	<u>183,511</u>	<u>102,441</u>	<u>90,442</u>	<u>0</u>
Total: Personal Services	858,394	800,187	494,976	321,503	0
Professional & Contractual Services	10,000	0	0	388,076	602,960
Communications	9,646	4,930	7,495	4,320	5,560
Utilities	7,711	8,431	8,343	8,080	8,553
Rentals & Leases	11,084	11,083	11,106	4,035	2,846
Insurance	10,940	9,825	7,150	7,150	700
Repair & Maintenance	11,035	6,587	10,367	1,359	1,425
Operating Supplies	13,580	1,828	13,201	561	3,094
Fuel	11,996	4,899	6,734	1,555	0
Miscellaneous (Travel, Training, Dues, etc.)	<u>18,157</u>	<u>3,850</u>	<u>18,738</u>	<u>978</u>	<u>1,803</u>
Total: Operating Expenses	104,149	51,432	83,134	416,114	626,941
Vehicle Replacement Transfer	8,798	7,541	6,081	2,532	0
Total: Building Services	<u>971,341</u>	<u>859,161</u>	<u>584,191</u>	<u>740,149</u>	<u>626,941</u>

Budget Highlights

The FY 10-11 budget reflects the first full year of outsourcing Building Services to a private company that started in February 2010. Consequently, there are no City staff or related personnel costs for this program.

The contract is based on sharing of gross revenues whereby the City receives 23% of gross revenues from permit and plan review fees and the contractor receives 77%. The City is responsible for a variety of miscellaneous operating expenses and overhead costs such as utilities, insurance and telephones that are estimated at \$23,981 for FY 11.

Other than the miscellaneous operating expenses shown above, the FY 11 budget is "grossed up" to reflect the equivalent contractual cost based on the contractor's 77% revenue share. Based on revenue of \$748,000 the contractual equivalent cost is calculated at \$575,960 (\$748,000 x 77%). The balance of the contractual cost paid to the contractor is \$27,000 for the one-time final inspections for outstanding permits issued by the City in prior years. This cost assumes 600 hours to complete the remaining permits at \$45 per hour.

FY 10-11 revenues are based at the same level projected for the current fiscal year or \$748,000 of which \$584,000 is derived from permit fees and \$141,000 is from plan review fees (the balance is derived from resubmittal, reinspection and right of way fees).

The City's revenue share for FY 10-11 is estimated at \$172,040 less the miscellaneous operating expenses and one-time final inspections costs. This will allow for a transfer to the General Fund of \$121,000.

The FY 09-10 estimated expenses includes a combination of City in-house costs that were incurred through February 2010 and contractor costs related to the outsourcing arrangement that began at the end of February.

PERFORMANCE PROFILE

Department

Program

Development Services

Zoning Services

Program Description

Zoning and Permit Processing (a part of the Building Services Division), is responsible for assisting customers in complying with the City's Land Development Code and Florida Building Code. The Division currently processes and issues approximately 3,000 permits and 300+ Certificates of Occupancy annually.

In addition, the Zoning staff processes approximately 3,000 occupational license renewals annually.

Performance Outcomes

<u>Measure</u>	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Budget	FY 09-10 Projection	FY 10-11 Budget
<u>Input/Demand</u>					
Total Budget / Expenses	117,764	126,990	115,840	112,260	107,943
Zoning Tech FTE's	2	2	2	2	2
Administrative FTE's	1	1	1	-	-
<u>Workload/Output</u>					
# Business Tax Receipt applications (new & trans)	868	794	879	879	847
# Business Tax Receipt renewals:					
- Online	99	270	187	187	185
- In-Office	3,146	3,007	3,085	3,085	3,079
<u>Effectiveness/Service Quality</u>					
% Plan reviews requiring corrections	17.0%	17.2%	16.4%	21.3%	21.7%
Avg. # days for plan review	2.30	2.00	3.00	3.00	3.00
<u>Efficiency</u>					
Cost per plan/survey review & BTR processed	21.28	24.48	21.94	22.01	21.33

EXPENDITURE AND STAFFING SUMMARY

Department	Program
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Development Services

Zoning

Account Category	2008-09 Budget	2008-09 Actual	2009-10 Budget	2009-10 Projection	2010-11 Budget
Salaries & Wages	92,048	87,945	76,438	75,918	68,876
Benefits	<u>30,428</u>	<u>27,298</u>	<u>22,016</u>	<u>23,542</u>	<u>22,175</u>
Total: Personal Services	122,476	115,244	98,454	99,460	91,051
Professional & Contractual Services	100	0	100	0	100
Communications	4,343	3,065	3,317	3,160	3,287
Utilities	1,927	2,682	2,157	1,950	1,893
Rentals & Leases	955	967	977	940	937
Insurance	2,290	2,057	1,690	1,690	1,530
Repair & Maintenance	500	96	500	0	500
Operating Supplies	2,986	443	2,705	600	2,705
Fuel	0	0	0	0	0
Miscellaneous (Travel, Training, Dues, etc.)	<u>4,802</u>	<u>3,455</u>	<u>5,940</u>	<u>4,460</u>	<u>5,940</u>
Total: Operating Expenses	17,903	12,763	17,386	12,800	16,892
Vehicle Replacement Transfer	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total: Zoning	<u>140,379</u>	<u>128,007</u>	<u>115,840</u>	<u>112,260</u>	<u>107,943</u>

Budget Highlights

FY 10-11 budget has declined by \$7,897 or 7% due mainly to lower salary costs compared to the FY 09-10 budget that included an Administrative Assistant (.25 FTE) and the former Building Services Manager (.25 FTE). The staffing reductions occurred in February, 2010 and were related to the outsourcing of the Building Services Division.

Otherwise, operating expenses are consistent with the prior year budget except for some minor reductions totaling \$494.

The FY 10-11 budget includes no wage increase for any City employees although health insurance rates will increase citywide by 5% and the dependent coverage subsidy paid by the City will increase from 33% to 35% (note: no dependent coverages have been elected by the employees in this program).

PERFORMANCE PROFILE

Department	Program
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Development Services

Code Enforcement

Program Description

Code Enforcement conducts inspections and/or investigations to determine whether a violation of the City Land Development Code or Code of Ordinances exists through complaints or self initiated field observation. Besides initial inspections and subsequent re-inspections, services include researching property data and ownership, researching business licensing and ownership information, Code interpretation, identifying appropriate corrective actions needed to resolve complaints; generating appropriate notices, both formal and informal; communicating information to complainants, violators, citizens and staff; and preparing and presenting cases to the City's Code Enforcement Board.

Performance Outcomes

	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Budget	FY 09-10 Projection	FY 10-11 Budget
<u>Measure</u>					
<u>Input/Demand</u>					
Total Budget / Expenses	235,053	241,191	239,810	218,062	226,459
Total FTE's	3.75	3.90	4.00	4.00	3.75
- CE field officers	2.0	2.0	2.0	2.0	2.0
<u>Workload/Output</u>					
# self initiated complaints/violations	1,636	1,895	1,890	2,000	2,100
# all other complaints/violations initiated	528	579	630	660	690
# cases sent to CE Board (CEB)	34	27	33	18	20
<u>Effectiveness/Service Quality</u>					
% of all complaints resolved without CEB	97.0%	99.0%	98.3%	98.0%	98.0%
% self initiated complaints/violations	67.7%	66.0%	66.0%	66.0%	66.0%
<u>Efficiency</u>					
Cost per complaint	143.68	127.28	126.88	110.17	104.92

EXPENDITURE AND STAFFING SUMMARY

Department	Program
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Development Services

Code Enforcement

Account Category	2008-09 Budget	2008-09 Actual	2009-10 Budget	2009-10 Projection	2010-11 Budget
Salaries & Wages	164,516	161,204	162,027	159,011	161,947
Benefits	<u>53,377</u>	<u>43,412</u>	<u>41,990</u>	<u>41,297</u>	<u>42,798</u>
Total: Personal Services	217,893	204,615	204,017	200,308	204,745
Professional & Contractual Services	0	0	0	0	0
Communications	6,565	7,327	5,924	5,000	5,834
Utilities	1,005	1,119	1,075	1,000	926
Insurance	4,800	4,311	3,540	3,540	3,190
Repair & Maintenance	1,380	2,678	3,467	978	1,007
Operating Supplies	3,435	2,206	3,175	610	2,275
Fuel	6,033	4,344	4,798	4,390	4,609
Miscellaneous (Travel, Training, Dues, etc.)	<u>3,520</u>	<u>731</u>	<u>2,685</u>	<u>500</u>	<u>2,200</u>
Total: Operating Expenses	26,738	22,717	24,664	16,018	20,041
Vehicle Replacement Transfer	<u>3,785</u>	<u>3,244</u>	<u>2,511</u>	<u>1,736</u>	<u>1,673</u>
Total: Code Enforcement	<u>248,416</u>	<u>230,576</u>	<u>231,192</u>	<u>218,062</u>	<u>226,459</u>

Budget Highlights

FY 10-11 budget is lower by \$4,733 or 2% compared to the FY 10 adopted budget with virtually all of the reduction in various operating expense accounts. The most significant reduction is for vehicle repair maintenance, which is more in line with FY 10 actual expenses.

In addition to the Code Enforcement Manager and 2 CE Officers, the budget includes 624 weekend hours for a part time worker to remove "snipe" signs.

The FY 10-11 budget includes no wage increase for any City employees although health insurance rates will increase citywide by 5% and the dependent coverage subsidy paid by the City will increase from 33% to 35% (note: no dependent coverages have been elected by the employees in this program).

EXPENDITURE AND STAFFING SUMMARY

Department	Program
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Development Services

Economic Development

Account Category	2008-09 Budget	2008-09 Actual	2009-10 Budget	2009-10 Projection	2010-11 Budget
Salaries & Wages	0	0	0	0	0
Benefits	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total: Personal Services	0	0	0	0	0
ED Incentives & Impact Fee Assistance	250,000	7,500	250,000	3,500	250,000
Professional & Contractual Services	135,000	33,612	150,000	117,009	87,000
Miscellaneous (Travel, Training, Dues, etc.)	<u>2,500</u>	<u>1,524</u>	<u>7,000</u>	<u>9,395</u>	<u>9,500</u>
Total: Operating Expenses	387,500	42,636	407,000	129,904	346,500
Total: Economic Development	<u>387,500</u>	<u>42,636</u>	<u>407,000</u>	<u>129,904</u>	<u>346,500</u>

Budget Highlights

FY 10-11 budget for Economic Development is \$60,500 lower than the FY 10 budget level. The reduction is related to the contractual services for implementing the City's ED Strategic Plan and other business recruitment and retention initiatives. With many of the one-time tasks completed in FY 09-10, the proposed contract with Land Design Innovations (LDI) is set at \$70,000 compared to \$100,000 for FY 10. The focus of economic development tasks in FY 10-11 will be on business recruitment and retention.

Other contractual expenses for FY 10-11 include \$12,000 for grants research and preparing grant submissions and \$5,000 for responding to DCA comments for the Transportation Concurrency Exception Area (TCEA) related to the new and old downtown.

The ED budget also includes an appropriation of \$250,000 that is set aside for economic development incentives and impact fee assistance.

**DEVELOPMENT SERVICES
CONSOLIDATED EXPENDITURE
AND
STAFFING SUMMARY**

CONSOLIDATED EXPENDITURE AND STAFFING SUMMARY
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Department	Program
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Development Services

**Administration, Comprehensive Planning,
Development Review, Building Services,
Zoning and Code Enforcement**

Staffing Detail	2006-07 Budget	2007-08 Budget	2008-09 Budget	2009-10 Budget	2010-11 Budget
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Development Services Administration

Development Services Director	1.00	1.00	1.00	1.00	1.00
Sr. Administrative Assistant	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>0.00</u>
TOTAL	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>1.00</u>

Comprehensive Planning

Planning Manager	1.00	1.00	1.00	1.00	0.50
Senior Planner	1.00	1.00	1.00	1.00	1.00
Staff/Administrative Assistant	0.50	0.50	0.50	0.50	0.50
Planner II (GIS)	1.00	1.00	0.00	0.00	0.00
Planner (I & II)	1.00	1.00	0.00	0.00	0.00
Planning Technician	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL	<u>5.50</u>	<u>5.50</u>	<u>3.50</u>	<u>2.50</u>	<u>2.00</u>

Development Review

Development Review Manager	1.00	1.00	1.00	0.00	0.00
Planning Manager	0.00	0.00	0.00	0.00	0.50
Development Review Specialist	1.00	1.00	1.00	1.00	1.00
Staff/Administrative Assistant	0.50	0.50	0.50	0.50	0.50
Engineer II	1.00	1.00	1.00	1.00	0.00
Planner II	1.00	0.00	1.00	1.00	0.00
Engineering Inspector*	2.00	2.00	2.00	0.00	0.00
Engineering Technician	<u>0.75</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL	<u>7.25</u>	<u>5.50</u>	<u>6.50</u>	<u>3.50</u>	<u>2.00</u>

Economic Development*

Economic Development Manager	1.00	0.00	0.00	0.00	0.00
TOTAL	<u>1.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>

*contracted service - no in-house city staff

Staffing detail continued on next page

Staffing Detail (continued)	2006-07 Budget	2007-08 Budget	2008-09 Budget	2009-10 Budget	2010-11 Budget
<u>Code Enforcement</u>					
Code Enforcement Manager	1.00	1.00	1.00	1.00	1.00
Code Enforcement Officer	2.00	2.00	2.00	2.00	2.00
Secretary (regular part-time)	<u>0.75</u>	<u>0.75</u>	<u>0.75</u>	<u>0.75</u>	<u>0.75</u>
Total: Full Time	<u>3.75</u>	<u>3.75</u>	<u>3.75</u>	<u>3.75</u>	<u>3.75</u>
<u>Part Time</u>					
Temporary Workers (624 hours)	<u>0.00</u>	<u>0.00</u>	<u>0.40</u>	<u>0.40</u>	<u>0.30</u>
TOTAL	<u>3.75</u>	<u>3.75</u>	<u>4.15</u>	<u>4.15</u>	<u>4.05</u>
<u>Zoning</u>					
Building Services Manager	0.50	0.25	0.25	0.00	0.00
Permit Technician (I & II)	3.00	0.00	0.00	0.00	0.00
Zoning Technician (I & II)*	2.00	2.00	2.00	1.50	2.00
Administrative Assistant*	<u>0.50</u>	<u>0.25</u>	<u>0.25</u>	<u>0.00</u>	<u>0.00</u>
TOTAL	<u>6.00</u>	<u>2.50</u>	<u>2.50</u>	<u>1.50</u>	<u>2.00</u>
*At the start of FY 09-10, a portion (.50 FTE) of a Zoning Tech. was allocated to Buildings Services.					
<u>Building Services*</u>					
Building Services Manager	0.50	0.75	0.75	0.00	0.00
Chief Building Official	1.00	1.00	1.00	0.00	0.00
Plans Examiner	3.00	3.00	3.00	0.00	0.00
Sr. Building Inspector	1.00	2.00	2.00	0.00	0.00
Building Inspector (I & II)	5.00	3.00	3.00	0.00	0.00
Permit Technician (I & II)	0.00	3.00	3.00	0.00	0.00
Administrative Assistant	<u>0.50</u>	<u>0.75</u>	<u>0.75</u>	<u>0.00</u>	<u>0.00</u>
TOTAL	<u>11.00</u>	<u>13.50</u>	<u>13.50</u>	<u>0.00</u>	<u>0.00</u>
*No in-house City staff beginning in March 2010 as Building Services was outsourced to a private company.					
Full Time Positions	36.50	32.75	31.75	13.25	10.75
Seasonal and Part Time Positions	<u>0.00</u>	<u>0.00</u>	<u>0.40</u>	<u>0.40</u>	<u>0.30</u>
CONSOLIDATED TOTAL	36.50	32.75	32.15	13.65	11.05

CONSOLIDATED EXPENDITURE DETAIL

Department	Program
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Development Services

**Administration, Comprehensive Planning,
Development Review, Building Services,
Zoning and Code Enforcement**

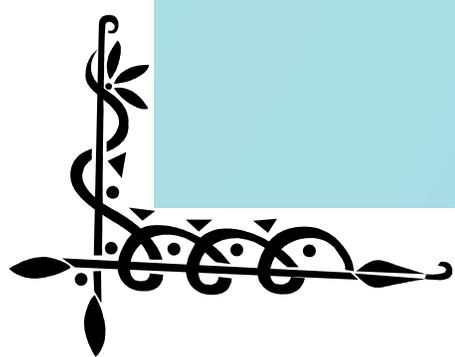
Account Category	2008-09 Budget	2008-09 Actual	2009-10 Budget	2009-10 Projection	2010-11 Budget
Salaries & Wages	1,506,731	1,437,830	1,064,665	899,484	516,831
Benefits	<u>451,693</u>	<u>386,359</u>	<u>263,810</u>	<u>265,338</u>	<u>132,890</u>
Total: Personal Services	1,958,424	1,824,189	1,328,475	1,164,822	649,721
Professional & Contractual Services	215,185	45,949	74,450	450,599	668,560
Communications	30,682	24,607	24,783	17,650	21,813
Utilities	17,087	19,593	18,489	17,540	17,405
Rentals & Leases	17,359	15,902	17,392	8,745	9,012
Insurance	28,040	25,182	18,010	18,010	8,900
Repair & Maintenance	18,685	15,401	19,793	3,003	6,007
Operating Supplies	32,399	9,226	29,345	4,951	17,364
Fuel	25,344	11,294	11,725	6,145	4,819
Miscellaneous (Travel, Training, Dues, etc.)	<u>88,751</u>	<u>19,836</u>	<u>81,258</u>	<u>22,662</u>	<u>40,998</u>
Total: Operating Expenses	473,532	186,989	295,245	549,305	794,878
Vehicle Replacement Transfer	<u>19,363</u>	<u>14,442</u>	<u>11,628</u>	<u>7,028</u>	<u>4,079</u>
Total: Development Services	<u>2,451,319</u>	<u>2,025,621</u>	<u>1,635,348</u>	<u>1,721,155</u>	<u>1,448,678</u>

Note: The consolidated expenditures totals above exclude Economic Development in order to present operational costs for Development Services functions only.

City of Oviedo



Law Enforcement





The City of Oviedo

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PERFORMANCE PROFILE

Department	Program
Police	Administration

Program Description

Administration provides the managerial support as well as command, control and guidance to the Department's six program areas of Community Policing/Patrol, Emergency Communications and Records, Community Relations/Outreach and Criminal Investigations, Community Response Team and Training. Administration's role is focused on upholding and supporting all federal, state and municipal laws; safeguarding and respecting the constitutional rights of citizens; and to improving the quality of life in the Oviedo community.

The Administration program also includes the Department's Professional Standards Unit (responsible for Internal Affairs, Accreditation and staff inspections).

Performance Outcomes

	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Budget	FY 09-10 Projected	FY 10-11 Budget
<u>Measure</u>					
<u>Input/Demand</u>					
Total Budget/Expenses (administration only)	523,211	516,697	442,468	466,996	427,973
Department-wide Budget/Expenses	6,164,364	6,055,123	6,227,275	6,290,170	5,975,661
Administrative FTE's	5.0	4.5	4.0	4.0	3.8
Population	33,431	33,529	34,595	35,289	35,289
<u>Workload/Output</u>					
# internal complaints investigated*	19	19	15	15	15
# of citizen complaints filed	-	-	-	5	5
# crime analyst inquiries completed	-	250	-	18	20
<u>Effectiveness/Service Quality</u>					
# sustained internal complaints services)	5	5	2	5	5
Survey)	0.0%	0.0%	-	-	-
Safety rating from violent crime (from NCS crime)	85.0%	85.0%	-	-	-
<u>Efficiency</u>					
PD expenditures per capita (department-wide)	184.39	180.59	180.01	178.25	169.33

EXPENDITURE AND STAFFING SUMMARY

Department	Program
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Police

Administration and Accreditation

Account Category	2008-09 Budget	2008-09 Actual	2009-10 Budget	2009-10 Projection	2010-11 Budget
Salaries & Wages	318,532	293,060	286,527	310,788	276,317
Benefits	<u>90,791</u>	<u>77,172</u>	<u>73,622</u>	<u>74,283</u>	<u>87,832</u>
Total: Personal Services	409,323	370,231	360,149	385,071	364,149
Professional & Contractual Services	10,000	7,038	9,930	8,450	4,130
Communications	7,740	7,669	7,742	6,270	6,338
Utilities	17,510	19,892	19,500	19,260	18,070
Rentals & Leases	2,393	2,444	2,442	2,440	2,442
Insurance	8,360	7,508	5,610	5,610	5,050
Repair & Maintenance	5,430	9,734	10,737	890	1,723
Operating Supplies	10,400	58,787	8,746	11,460	7,800
Fuel	5,828	4,526	3,880	4,810	5,051
Miscellaneous (Travel, Training, Dues, etc.)	<u>9,200</u>	<u>23,044</u>	<u>7,110</u>	<u>10,720</u>	<u>8,784</u>
Total: Operating Expenses	76,861	140,641	75,697	69,910	59,388
Capital Outlay	0	0	0	6,925	0
Vehicle Replacement Transfer	<u>6,796</u>	<u>5,825</u>	<u>6,622</u>	<u>5,090</u>	<u>4,436</u>
Total: Administration	492,980	516,697	442,468	466,996	427,973

Budget Highlights

The FY 10-11 budget has declined by \$14,495 or 3.3% due to lower operating expenses in most line item accounts. Operating expenses are \$16,309 lower compared to the FY 10 budget level with the most significant decreases found in professional services (i.e. background checks, physicals and other tests for prospective employee) and vehicle repair costs. The operating expense reductions were partially offset by higher City pension contributions for the Police Pension that increased from 8% to 13.96% of payroll coupled with a 5% citywide increase in health insurance premiums. The Administration budget also reflects a reduction in salary costs as the hours of the Senior Administrative Assistant have been reduced from 40 to 32 hours per week as part of the City's budget reduction measures.

The FY 10-11 budget also includes a restructuring of the top leadership for the Department as the position of Commander has been eliminated in favor of 2 Deputy Chiefs - one for Support Services and one for Operations. The Commander that was not selected for Deputy Chief will be assigned the position of Accreditation Manager as the previous incumbent recently retired. The cost savings associated with this change is spread among the various programs of the Department. The changes will become at the end of FY 09-10.

The FY 10-11 budget includes no wage increase for any City employees although health insurance rates will increase citywide by 5% and the dependent coverage subsidy paid by the City will increase from 33% to 35%.

FY 09-10 estimated personnel costs will be over budget due to the retirement of a Lieutenant and the related one-time payment for accrued leave.

PERFORMANCE PROFILE

Department	Program
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Police

Community Policing/Patrol

Program Description

Community Policing/Patrol is the core law enforcement and community policing arm of the Law Enforcement Department that provides an array of law enforcement services focusing on the protection of life and property, prevention of crime, apprehension of criminals, and traffic control. Community Policing/Patrol responds to approximately 50,000 calls for service annually, conducts over 12,000 traffic stops and provides for area business checks under a program known as Night Eyes.

Performance Outcomes

	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Budget	FY 09-10 Projection	FY 10-11 Budget
<u>Measure</u>					
<u>Input/Demand</u>					
Total Budget / Expenses	2,844,572	2,919,627	3,003,289	3,007,512	3,186,285
Overtime Costs (actual/budget)	48,108	57,788	60,980	73,266	72,000
Sworn FTE's	39.0	36.0	38.0	39.0	38.0
Non-sworn FTE's	1.0	1.0	1.0	1.0	1.0
Population	33,431	33,529	34,595	35,289	35,289
<u>Workload/Output</u>					
Total calls for service:	33,000	52,600	33,473	50,868	49,539
- # priority 1 calls	165	304	173	240	300
- # traffic stops	12,000	18,647	12,000	14,200	14,500
- # of false alarms	1,800	2,033	1,800	1,650	1,700
- # of all other calls	19,035	31,616	19,500	34,778	33,039
# citations issued (written)	3,500	5,020	3,500	3,000	3,550
# of Part 1 crimes	550	663	665	660	665
# accidents at "priority intersections"	75	137	85	91	86
Daily # trips through priority intersections	157,000	160,000	160,000	160,000	160,000
Total # of reports generated	3,053	3,423	3,700	3,650	3,412
<u>Effectiveness/Service Quality</u>					
Average response time to priority 1 calls	3.00	2.30	3.00	2.50	2.73
False alarms as % of all calls	5.45%	3.87%	5.38%	3.24%	3.43%
Part 1 crime rate per 1000 population	16.45	19.77	19.22	18.70	18.84
trips	4.78	8.56	5.31	5.69	5.40
<u>Efficiency</u>					
Cost per call	86.20	55.51	89.72	59.12	64.32

EXPENDITURE AND STAFFING SUMMARY

Department	Program
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Police

Community Policing and Patrol

Account Category	2008-09 Budget	2008-09 Actual	2009-10 Budget	2009-10 Projection	2010-11 Budget
Salaries & Wages	1,976,181	1,882,634	1,976,612	1,865,092	1,969,481
Benefits	<u>664,497</u>	<u>594,016</u>	<u>605,696</u>	<u>607,965</u>	<u>779,049</u>
Total: Personal Services	2,640,678	2,476,650	2,582,308	2,473,057	2,748,530
Professional & Contractual Services	2,000	1,490	1,940	0	1,249
Communications	27,752	25,743	21,555	16,960	21,632
Rentals & Leases	3,819	4,608	3,840	3,800	3,801
Insurance	49,024	44,027	37,463	37,463	38,645
Repair & Maintenance	76,822	105,009	89,477	105,419	107,486
Operating Supplies	40,375	34,570	36,375	141,593	30,208
Fuel	156,813	94,427	98,108	107,730	113,117
Miscellaneous (Travel, Training, Dues, etc.)	<u>13,427</u>	<u>4,423</u>	<u>14,886</u>	<u>6,260</u>	<u>9,905</u>
Total: Operating Expenses	370,032	314,296	303,644	419,225	326,043
Capital Outlay	8,000	9,000	10,000	10,000	20,000
Vehicle Replacement Transfer	<u>139,627</u>	<u>119,680</u>	<u>107,337</u>	<u>105,230</u>	<u>91,712</u>
Total: Community Policing and Patrol	<u>3,158,337</u>	<u>2,919,627</u>	<u>3,003,289</u>	<u>3,007,512</u>	<u>3,186,285</u>

Budget Highlights

The FY 10-11 budget has increased by \$184,756 or 6.2% due primarily to the higher Police Pension costs of \$115,000 for this program coupled with a 5% citywide increase in health insurance premiums and additional employees opting for dependent health coverage. The higher pension costs were driven by an increase in the City's required pension contribution from 8% to 13.96% of payroll.

Operating expenses are up by \$22,399 or 7.4% due to higher projected costs for fuel and vehicle maintenance. This increase is offset by the reduction in the vehicle replacement transfer which has been recalculated for all departments. The budget also includes \$20,000 for the replacement of 4 motorcycles (net of the trade-in value for the existing motorcycles)

The FY 10-11 budget includes no wage increase for any City employees although health insurance rates will increase citywide by 5% and the dependent coverage subsidy paid by the City will increase from 33% to 35%.

FY 09-10 projected expenses for operating supplies will be over budget due to the purchase of in-car video cameras and other equipment that will be offset by grant funding.

PERFORMANCE PROFILE

Department

Program

Police

Communications/Records

Program Description

Emergency Communications provides central dispatching services and is the first point of contact for citizen calls. Communications handles approximately 4,800 calls per month of which 479 per month are 911 calls for emergency service. The Communications Center also answers calls for fire and medical services, which are then transferred to Seminole County for dispatching of the fire/rescue call.

Records Management is the first point of contact with the public during normal business hours and provides internal upkeep and management of all Police Department records through an automated records management system maintained by Seminole County. Records processes over 30,000 arrest reports, accidents, field contact cards and citations annually and is responsible for copying case packages and forwarding them to the State Attorney's Office for prosecution or the County Clerk for processing in the case of traffic violations.

Performance Outcomes

<u>Measure</u>	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Budget	FY 09-10 Projected	FY 10-11 Budget
<u>Input/Demand</u>					
Total Budget / Expenses	789,909	739,291	730,423	745,775	722,273
Total FTE's	12.00	13.60	13.00	13.60	12.75
- Records Specialist FTE (Actual)	1	1	1	1	1
- Dispatchers FTE's (Actual)	11.00	11.00	11.00	11.00	11.75
Population	33,431	33,529	34,595	35,289	35,289
<u>Workload/Output</u>					
Total calls received:	71,823	59,356	68,050	67,222	64,661
- # 911 calls	7,113	5,882	6,805	6,680	6,256
- # Information/Other Service calls	64,710	53,474	61,245	60,542	58,405
# Calls transferred for Fire/Rescue	1,461	1,337	1,396	1,415	1,398
# of XCAD entries by dispatchers	36,101	52,600	41,158	44,365	42,293
# Citations entered and submitted to CC by records clerk	1,200	1,225	1,846	1,381	1,450
Average # days to submit adult felony case files to St. Attorney	3,500	4,850	4,962	4,414	4,855
<u>Effectiveness/Service Quality</u>					
Average response time to answer 911 call (in seconds)	5	3	4	2	3
Average time to dispatch officer (exc. Priority 1 calls)	85.0%	93.0%	85.0%	89.0%	90.0%
Officer satisfaction rating with dispatch services	0.0%	100.0%	95.0%	95.0%	95.0%
<u>Efficiency</u>					
Cost per call answered	11.00	12.46	10.73	11.09	11.17

EXPENDITURE AND STAFFING SUMMARY

Department	Program
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Police

Communications/Records

Account Category	2008-09 Budget	2008-09 Actual	2009-10 Budget	2009-10 Projection	2010-11 Budget
Salaries & Wages	605,594	556,488	554,068	555,362	528,661
Benefits	<u>172,524</u>	<u>140,446</u>	<u>136,550</u>	<u>144,639</u>	<u>148,958</u>
Total: Personal Services	778,118	696,935	690,618	700,001	677,619
Professional & Contractual Services	0	0	0	0	0
Communications	2,071	4,682	2,392	4,790	3,218
Rentals & Leases	10,977	10,741	10,814	10,930	10,943
Insurance	10,530	9,457	7,480	7,480	7,770
Repair & Maintenance	14,724	15,161	16,524	16,056	14,921
Operating Supplies	2,300	1,540	1,495	630	2,125
Fuel	0	0	0	0	0
Miscellaneous (Travel, Training, Dues, etc.)	<u>1,719</u>	<u>776</u>	<u>1,100</u>	<u>1,380</u>	<u>1,961</u>
Total: Operating Expenses	42,321	42,357	39,805	41,266	40,938
Capital Outlay	0	0	0	0	0
Vehicle Replacement Transfer	<u>0</u>	<u>0</u>	<u>0</u>	<u>4,508</u>	<u>3,929</u>
Total: Communications/Records	<u>820,439</u>	<u>739,291</u>	<u>730,423</u>	<u>745,775</u>	<u>722,486</u>

Budget Highlights

The FY 10-11 budget has declined by \$8,150 or 1% due primarily to lower salaries resulting from the reallocation of the Deputy Chief that oversees this program (25% in FY 11 vs. 50% of the former Commander in FY10). The salary decrease has been partially offset by the 5% citywide increase in health insurance premiums and higher costs for dependent health coverage as additional employees have opted for family coverage. Operating expenses show a slight increase over the FY 09-10 budget.

The FY 10-11 budget includes no wage increase for any City employees although health insurance rates will increase citywide by 5% and the dependent coverage subsidy paid by the City will increase from 33% to 35%.

PERFORMANCE PROFILE

Department

Program

Police

**Community Relations/
School Resource Officers**

Program Description

Community Relations provides the public with educational and pro-active crime prevention and public safety information. It also provides youth with life-skills intervention through two school-based officer taught programs offered in cooperation with the public schools: Drug Abuse Resistance Education (D.A.R.E.) and Gang Resistance Education and Training (G.R.E.A.T).

The School Resource Officer program is a collaborative effort between the City and the Seminole County School Board for equally sharing the cost of the Police Department providing an SRO at schools within the City limits.

Performance Outcomes

Community Relations

<u>Measure</u>	FY 07-08 Actual	FY 008-09 Actual	FY 09-10 Budget	FY 09-10 Projection	FY 10-11 Budget
<u>Input/Demand</u>					
Total Budget/Expenses	354,824	367,636	290,805	309,046	312,157
Total FTE's	4.5	4.5	3.5	3.5	3.5
- Community Relations Officers (FTE's)	4.0	4.0	4.0	3.0	3.0
Youth Population (ages 15 - 19)	2,278	2,348	2,348	2,529	2,529
Juvenile Population (ages 5 - 14)	5,030	5,076	5,076	5,719	5,719
City Population	33,890	34,001	34,595	35,289	35,289
<u>Workload/Output</u>					
# crime prevention presentations	55	113	100	75	100
# crime prevention inspections	4	36	35	35	35
# classes @ COPS center	25	139	125	100	125
# fingerprint services provided @ COPS center	1,286	1,103	1,100	1,100	1,100
# burglaries committed:	175	270	207	220	235
- Residential	60	93	71	75	80
- Business	30	28	31	20	20
- Vehicle	85	149	105	125	135
<u>Effectiveness/Service Quality</u>					
Safety rating from property crimes (% feeling "safe" or "somewhat safe")	>80%	>80%	>80%		
# other property crimes per 1000 City population	8.85	8.03	8.64	6.94	7.08
# juvenile/youth crimes per 1000 City population	61.58	70.85	62.63	42.43	45.47

School Resource Officers

<u>Measure</u>	FY 07-08 Actual	FY 008-09 Actual	FY 09-10 Budget	FY 09-10 Projection	FY 10-11 Budget
<u>Input/Demand</u>					
Total Budget/Expenses (SRO & D.A.R.E. only)	354,824	367,636	387,743	329,650	332,968
Revenue received from School Dist. For SRO's	103,250	109,427	115,000	109,427	109,427
Total FTE's	4	4	4	4	4
- School Resource Officers (FTE's)	3	3	3	3	3
- D.A.R.E. Officer (FTE's)	1	1	1	1	1
City Population	33,890	34,001	34,595	35,289	35,289
School Populations	5,097	4,811	5,097	5,097	5,097
<u>Workload/Output</u>					
# incidents responded to: (by SRO's)					
- Oviedo High School (3030 students)	84	75	70	70	70
- Jackson Heights Middle (958 students)	53	42	55	55	55
- Lawton Chiles Middle (1109 students)	45	18	45	45	45
# DARE participants	600	597	350	599	600
# DARE graduates	600	597	350	598	600
<u>Effectiveness/Service Quality</u>					
# incidents per 1000 School Population	35.71	28.06	33.35	14.00	14.00
<u>Efficiency</u>					
Cost per capita (school population)	7.42	7.59	6.60	6.60	6.60

EXPENDITURE AND STAFFING SUMMARY

Department	Program
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Police

Community Relations

Account Category	2008-09 Budget	2008-09 Actual	2009-10 Budget	2009-10 Projection	2010-11 Budget
Salaries & Wages	476,429	464,694	435,934	422,777	399,269
Benefits	<u>153,953</u>	<u>153,072</u>	<u>137,723</u>	<u>134,373</u>	<u>151,015</u>
Total: Personal Services	<u>630,382</u>	<u>617,766</u>	<u>573,657</u>	<u>557,150</u>	<u>550,284</u>
Professional & Contractual Services	400	370	400	640	400
Communications	9,643	8,529	7,757	6,740	7,920
Utilities	6,200	4,384	4,920	4,470	4,690
Rentals & Leases	3,832	3,844	3,853	3,800	3,813
Insurance	13,270	11,917	9,300	9,300	9,480
Repair & Maintenance	22,540	21,924	26,476	20,272	21,053
Operating Supplies	8,150	8,545	7,177	3,500	7,522
Fuel	23,222	13,661	13,752	10,350	10,867
Miscellaneous (Travel, Training, Dues, etc.)	<u>14,530</u>	<u>9,641</u>	<u>12,170</u>	<u>4,200</u>	<u>9,290</u>
Total: Operating Expenses	<u>101,787</u>	<u>82,817</u>	<u>85,805</u>	<u>63,272</u>	<u>75,035</u>
Capital Outlay	0	0	0	0	0
Vehicle Replacement Transfer	<u>25,965</u>	<u>22,256</u>	<u>19,086</u>	<u>18,274</u>	<u>15,926</u>
Total: Community Relations	<u>758,134</u>	<u>722,839</u>	<u>678,548</u>	<u>638,696</u>	<u>641,245</u>

Budget Highlights

The FY 10-11 budget has decreased by \$33,423 or 5% due to lower personnel costs and operating expenses. Salary costs are lower in FY 10 -11 due to the change in the allocation of the Deputy Chief to this program (.25 FTE of the Deputy Chief vs. .50 FTE of the former Commander). Benefit costs are higher due to Police Pension costs which have increased by \$20,378 for this program. The higher pension costs were driven by an increase in the City's required contribution from 8% to 13.96% of payroll. Operating expenses have declined by \$10,770 or 12.6% compared to the FY 10 budget as most line item accounts show decreases.

The FY 10-11 budget includes no wage increase for any City employees although health insurance rates will increase citywide by 5% and the dependent coverage subsidy paid by the City will increase from 33% to 35%.

PERFORMANCE PROFILE

Department	Program
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Police

Criminal Investigations

Program Description

The Criminal Investigations Program conducts follow-up investigations into approximately 450 criminal cases documented annually in the agency Uniform Crime Report (UCR) where leads or viable suspects exist. This program also responds to and evaluates each unattended death within the City to document the cause (natural, suspicious or criminal). In addition, Criminal Investigations participates in Federal, Statewide and Local drug task forces and ensures the proper custody and control of all crime evidence and impounded property submitted to the agency.

Performance Outcomes

	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Budget	FY 09-10 Projected	FY 10-11 Budget
<u>Measure</u>					
<u>Input/Demand</u>					
Total Budget / Expenses	555,956	519,584	579,164	574,194	620,514
Total FTE's	7.00	7.00	7.50	7.50	7.75
- Detectives (FTE's)	5	5	5	5	5
- Administrative Support (FTE's)	2	2	3	3	3
<u>Workload/Output</u>					
# Criminal cases investigated	450	481	450	425	475
# Criminal cases cleared	100	119	112	110	112
<u>Effectiveness/Service Quality</u>					
UCR clearance rate	22.2%	24.7%	24.9%	25.9%	23.6%

EXPENDITURE AND STAFFING SUMMARY

Department	Program
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Police

Criminal Investigations

Account Category	2008-09 Budget	2008-09 Actual	2009-10 Budget	2009-10 Projection	2010-11 Budget
Salaries & Wages	346,289	350,073	399,242	393,404	401,991
Benefits	<u>112,292</u>	<u>109,628</u>	<u>121,615</u>	<u>124,275</u>	<u>150,408</u>
Total: Personal Services	<u>458,581</u>	<u>459,701</u>	<u>520,857</u>	<u>517,679</u>	<u>552,399</u>
Professional & Contractual Services	2,300	561	800	210	800
Communications	3,816	3,118	3,006	3,930	5,732
Rentals & Leases	2,393	2,444	2,442	2,440	2,442
Insurance	7,970	7,158	6,600	6,600	8,320
Repair & Maintenance	7,090	5,316	3,410	4,066	3,417
Operating Supplies	13,600	12,292	11,940	5,140	13,552
Fuel	24,781	10,043	11,599	10,320	10,836
Miscellaneous (Travel, Training, Dues, etc.)	<u>6,278</u>	<u>4,729</u>	<u>10,568</u>	<u>7,720</u>	<u>12,475</u>
Total: Operating Expenses	<u>68,228</u>	<u>45,660</u>	<u>50,365</u>	<u>40,426</u>	<u>57,574</u>
Capital Outlay	0	0	0	0	0
Vehicle Replacement Transfer	<u>14,736</u>	<u>12,631</u>	<u>7,942</u>	<u>16,089</u>	<u>14,022</u>
Total: Criminal Investigations	<u>541,545</u>	<u>517,991</u>	<u>579,164</u>	<u>574,194</u>	<u>623,995</u>

Budget Highlights

The FY 10-11 budget has increased by \$41,350 or 7.1% due primarily to the higher Police Pension costs of \$20,713 for this program coupled with a 5% citywide increase in health insurance premiums and additional employees opting for dependent health coverage. . The pension increase was driven by an increase in the City's required contribution from 8% to 13.96% of payroll.

The FY 10-11 budget includes no wage increase for any City employees although health insurance rates will increase by 5% and the dependent coverage subsidy paid by the City will increase from 33% to 35%.

Operating expenses are up by \$7,200 with minor increases in communications (i.e. cell phones and air cards) and travel - some of which is due two Police Officers being assigned as detectives to CID. The increase in the transfer to the Vehicle Replacement Fund reflects a correction in the calculation of the transfer amount.

The FY 10-11 budget includes no wage increase for any City employees although health insurance rates will increase citywide by 5% and the dependent coverage subsidy paid by the City will increase from 33% to 35%.

PERFORMANCE PROFILE

Department	Program
Police	CRT (Community Response Team)

Program Description

The Community Response Team (CRT) is a proactive unit that specializes in neighborhood issues, street crime, sexual offender notification/verification, long term action plans (such as Operaton Clerk Alert), and bicycle patrols. The team is deployed to solve provelms that cross shifts or are too time consuming for patrol officers.

The response team also participates in Federal, Statewide and Local drug task forces and ensures the proper custody and control of all crime evidence and impounded property submitted to the agency.

Performance Outcomes

<u>Measure</u>	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Budget	FY 08-09 Projected	FY 10-11 Budget
<u>Input/Demand</u>					
Total Budget / Expenses	532,891	492,861	612,395	525,846	572,677
Total FTE's	6.50	5.50	6.50	6.50	6.75
- Task Force Agents (FTE's)	3.0	2.0	2.0	2.0	2.0
- Community Response Team (FTE's)	3.0	3.0	4.0	4.0	4.0
- Administrative Support (FTE's)	0.5	0.5	0.5	0.5	0.5
<u>Workload/Output</u>					
# Community Complaints received for investigation	-	27	62	50	50
# search warrants	-	-	20	10	12
# arrests	-	-	60	55	62
# Registered felon checks	110	149	145	168	160
<u>Efficiency</u>					
Confiscated funds returned to City:					
- Federal	87,632	18,294	50,000	72,000	50,000
- State and Local	52,790	14,033	10,000	25,000	10,000

EXPENDITURE AND STAFFING SUMMARY

Department	Program
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Police

Community Response Team

Account Category	2008-09 Budget	2008-09 Actual	2009-10 Budget	2009-10 Projection	2010-11 Budget
Salaries & Wages	409,858	313,338	424,849	362,388	369,080
Benefits	<u>123,450</u>	<u>97,063</u>	<u>133,294</u>	<u>107,373</u>	<u>138,288</u>
Total: Personal Services	533,308	410,401	558,143	469,761	507,368
Professional & Contractual Services	1,200	0	1,200	0	1,200
Communications	7,076	6,220	5,803	4,600	6,335
Rentals & Leases	16,000	10,651	16,000	16,430	16,000
Insurance	9,130	8,199	7,020	7,020	7,470
Repair & Maintenance	6,420	7,204	1,475	3,153	3,812
Operating Supplies	9,150	5,679	7,845	4,440	8,275
Fuel	5,811	5,969	6,091	10,890	11,434
Miscellaneous (Travel, Training, Dues, etc.)	<u>4,015</u>	<u>39</u>	<u>2,680</u>	<u>20</u>	<u>2,315</u>
Total: Operating Expenses	58,802	43,961	48,114	46,553	56,841
Capital Outlay	0	0	0	0	0
Vehicle Replacement Transfer	<u>8,744</u>	<u>7,495</u>	<u>6,138</u>	<u>9,532</u>	<u>8,468</u>
Total: Community Response Team	<u>600,854</u>	<u>461,857</u>	<u>612,395</u>	<u>525,846</u>	<u>572,677</u>

Budget Highlights

The FY 10-11 budget has decreased by \$39,718 or 6.5% due to the reassignment in 2009 of a Police Officer to Community Policing/Patrol and the lower cost of the Lieutenant now assigned to this program. Other cost increases are reflected for City pension contributions and the 5% citywide increase in health insurance premiums. The higher pension costs were driven by an increase in the City's required pension contribution from 8% to 13.96% of payroll.

Operating expenses are up by \$8,727 due to higher projected costs for fuel and vehicle maintenance.

The FY 10-11 budget includes no wage increase for any City employees although health insurance rates will increase citywide by 5% and the dependent coverage subsidy paid by the City will increase from 33% to 35%.

PERFORMANCE PROFILE

Department	Program
Police	Training

Program Description

This program is responsible for the coordination of all in-service and field training activities for the department. It oversees/schedules approximately 6,500 hours of training of various types for the varied activities of the law enforcement personnel, annually.

Performance Outcomes

<u>Measure</u>	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Budget	FY 09-10 Projection	FY 10-11 Budget
<u>Input/Demand</u>					
Total Budget / Expenses	192,570	176,821	180,988	185,705	105,215
Total FTE's	2.0	2.0	2.0	2.1	1.0
Population	33,431	33,529	34,595	35,289	35,289
<u>Workload/Output</u>					
# of Department in-service training classes	70	152	50	18	36
# of outside training classes	55	66	100	150	100
# of training hours for sworn officers	6,200	3,527	6,500	4,850	4,500
# of training hours per sworn officer	97	59	109	85	89
# of civilian employee training hours	470	245	275	1,100	1,000
<u>Effectiveness/Service Quality</u>					
Officer satisfaction rating with training	85%	87%	85%	85%	85%

EXPENDITURE AND STAFFING SUMMARY

Department	Program
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Police

Education and Training

Account Category	2008-09 Budget	2008-09 Actual	2009-10 Budget	2009-10 Projection	2010-11 Budget
Salaries & Wages	114,040	116,111	115,900	116,499	54,359
Benefits	<u>32,164</u>	<u>31,401</u>	<u>30,497</u>	<u>31,694</u>	<u>22,371</u>
Total: Personal Services	146,204	147,512	146,397	148,193	76,730
Professional & Contractual Services	0	0	0	0	0
Communications	2,329	937	1,058	620	718
Insurance	5,720	5,137	3,950	3,950	3,400
Repair & Maintenance	3,430	4,759	2,380	3,681	3,901
Operating Supplies	10,748	8,190	9,748	11,270	8,100
Fuel	4,179	1,544	1,810	1,750	1,838
Miscellaneous (Travel, Training, Dues, etc.)	<u>10,864</u>	<u>3,791</u>	<u>10,067</u>	<u>10,770</u>	<u>5,760</u>
Total: Operating Expenses	37,270	24,358	29,013	32,041	23,717
Capital Outlay	0	0	0	0	0
Vehicle Replacement Transfer	<u>5,776</u>	<u>4,951</u>	<u>5,578</u>	<u>5,471</u>	<u>4,768</u>
Total: Education and Training	<u>189,250</u>	<u>176,821</u>	<u>180,988</u>	<u>185,705</u>	<u>105,215</u>

Budget Highlights

The FY 10-11 budget has decreased by \$76,236 or 42% as the Staff Assistant is now budgeted equally in Communications and Community Relations and there is no Commander allocated for budget purposes to this program (note: the new Deputy Chief who oversees Community Policing/Patrol also supervises the training function). Consequently, the only position assigned to this program is one Lieutenant.

Cost increases related to higher City pension contributions and the 5% citywide increase in health insurance premiums partially offset the reductions in personnel costs resulting from the reallocation of staff to other programs in the Department. The higher pension costs were driven by an increase in the City's required pension contribution from 8% to 13.96% of payroll.

Operating expenses are down \$5,300 due mainly to lower training costs compared to FY 09-10 (i.e. sponsorships for the law Enforcement certification at Seminole State College).

The FY 10-11 budget includes no wage increase for any City employees although health insurance rates will increase citywide by 5% and the dependent coverage subsidy paid by the City will increase from 33% to 35%.

**POLICE DEPARTMENT
CONSOLIDATED EXPENDITURE
AND
STAFFING SUMMARY**

**CONSOLIDATED
EXPENDITURE AND STAFFING SUMMARY**

Department	Programs
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Police	Administration, Community Policing and Patrol, Communications/Records, Community Relations, Community Response Team, Criminal Investigations, and Education and Training
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Staffing Detail	2006-07 Budget	2007-08 Budget	2008-09 Budget	2009-10 Budget	2010-11 Budget
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Administration

Police Chief	1.00	1.00	1.00	1.00	1.00
Police Lieutenant (Training)	1.00	0.00	0.00	0.00	0.00
Police Lieutenant (Professional Standards)	1.00	1.00	1.00	1.00	1.00
Police Officer (Accreditation)	0.00	1.00	1.00	1.00	0.00
Accreditation Manager	0.00	0.00	0.00	0.00	1.00
Sr. Administrative Assistant	1.00	1.00	1.00	1.00	0.80
Crime Analyst*	1.00	1.00	1.00	0.00	0.00
Secretary	<u>1.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL	<u>6.00</u>	<u>5.00</u>	<u>5.00</u>	<u>4.00</u>	<u>3.80</u>

* During FY 08-09, the Crime Analyst position was eliminated. The FY 09-10 budget reflects this change.

Training

Police Commander	0.00	0.50	0.50	0.50	0.00
Police Corporal	0.00	0.00	0.00	0.00	1.00
Police Lieutenant	0.00	1.00	1.00	1.00	0.00
Secretary*	<u>0.00</u>	<u>0.50</u>	<u>0.50</u>	<u>0.50</u>	<u>0.00</u>
TOTAL	<u>0.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>1.00</u>

Emergency Communications

Deputy Chief - Support Services*	0.00	0.00	0.00	0.00	0.25
Police Commander	1.00	0.50	0.50	0.50	0.00
Police Lieutenant	0.00	0.00	0.00	0.00	0.00
Communications Supervisor	1.00	1.00	1.00	1.00	1.00
Lead Emergency Dispatcher	0.00	0.00	0.00	0.00	0.00
Emergency Dispatcher	11.00	11.00	11.00	10.00	10.00
Police Records Specialist	1.00	1.00	1.00	1.00	1.00
Staff Assistant*	<u>0.00</u>	<u>0.50</u>	<u>0.50</u>	<u>0.50</u>	<u>0.50</u>
TOTAL	14.00	14.00	14.00	13.00	12.75

*Deputy Chief and Staff Assistant are allocated equally to other programs.

Staffing detail continued on next page

Staffing Detail (continued)	2006-07 Budget	2007-08 Budget	2008-09 Budget	2009-10 Budget	2010-11 Budget
<u>Community Policing/Patrol</u>					
Deputy Chief	0.00	0.00	0.00	0.00	1.00
Police Commander	1.00	1.00	1.00	1.00	0.00
Police Lieutenant	5.00	5.00	5.00	4.25	5.00
Police Corporal (Traffic)	0.00	1.00	1.00	1.00	1.00
Police Corporal	5.00	4.00	4.00	4.75	4.00
Police Officer (Canine)	1.00	1.00	1.00	1.00	1.00
Police Officer (Traffic)	4.00	4.00	4.00	4.00	4.00
Police Officer	23.00	23.00	22.00	21.00	22.00
Administrative Assistant	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
TOTAL	<u>40.00</u>	<u>40.00</u>	<u>39.00</u>	<u>38.00</u>	<u>39.00</u>
<u>Community Relations</u>					
Deputy Chief - Support Services*	0.00	0.00	0.00	0.00	0.25
Police Commander	0.50	0.50	0.50	0.50	0.00
Police Lieutenant	1.00	1.00	1.00	1.00	1.00
Police Corporal	1.00	1.00	1.00	1.00	1.00
Police Officer (Crime Prevention)	1.00	1.00	1.00	1.00	1.00
Police Officer (DARE)	1.00	1.00	1.00	1.00	1.00
Police Officer (School Resource Officer)	3.00	3.00	3.00	3.00	3.00
Police Officer (Youth Services)	1.00	1.00	1.00	0.00	0.00
Administrative Assistant	0.00	0.50	0.50	0.50	0.00
Staff Assistant	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.50</u>
TOTAL	<u>8.50</u>	<u>9.00</u>	<u>9.00</u>	<u>8.00</u>	<u>7.75</u>
*Deputy Chief and Staff Assistant are allocated equally to other programs.					
<u>Community Response Team</u>					
Deputy Chief - Support Services*	0.00	0.00	0.00	0.00	0.25
Commander	0.00	0.25	0.25	0.25	0.00
Lieutenant (CRT)	0.00	1.00	1.00	1.00	1.00
Police Officer (CRT)	0.00	2.00	2.00	3.00	2.00
Police Officer (Youth Services)	0.00	0.00	0.00	0.00	1.00
Detective (CCIBTF)	0.00	1.00	1.00	1.00	1.00
Detective (DEA Task Force)	0.00	1.00	1.00	1.00	1.00
Police Officer	0.00	0.00	0.00	1.00	0.00
Detective (HIDTA)	0.00	1.00	1.00	0.00	0.00
Administrative Assistant*	<u>0.00</u>	<u>0.25</u>	<u>0.25</u>	<u>0.25</u>	<u>0.50</u>
TOTAL	<u>0.00</u>	<u>6.50</u>	<u>6.50</u>	<u>7.50</u>	<u>6.75</u>
*Deputy Chief and Administrative Assistant are allocated equally to other programs.					

Staffing detail continued on next page

Staffing Detail (continued)	2006-07 Budget	2007-08 Budget	2008-09 Budget	2009-10 Budget	2010-11 Budget
<u>Criminal Investigations</u>					
Deputy Chief - Support Services*	0.00	0.00	0.00	0.00	0.25
Commander	0.50	0.25	0.25	0.25	0.00
Lieutenant	2.00	1.00	1.00	1.00	1.00
Corporal	1.00	1.00	1.00	1.00	1.00
Police Officer (CRT)	2.00	0.00	0.00	0.00	0.00
Detective**	4.00	3.00	3.00	4.00	4.00
Detective (CCIBTF)	1.00	0.00	0.00	0.00	0.00
Detective (DEATask Force)	1.00	0.00	0.00	0.00	0.00
Detective (HIDTA)	1.00	0.00	0.00	0.00	0.00
Prop/Evidence Specialist	1.00	1.00	1.00	1.00	1.00
Administrative Assistant*	<u>1.00</u>	<u>0.25</u>	<u>0.25</u>	<u>0.25</u>	<u>0.50</u>
TOTAL	<u>14.50</u>	<u>6.50</u>	<u>6.50</u>	<u>7.50</u>	<u>7.75</u>
*Deputy Chief and Administrative Assistant are allocated equally to other programs.					
** During FY 08-09, the Police Department received a federal grant for a Detective specializing in domestic violence. A vacant police officer position was transferred into Criminal Investigations to take advantage of this funding.					
CONSOLIDATED TOTAL	<u>83.00</u>	<u>83.00</u>	<u>82.00</u>	<u>80.00</u>	<u>78.80</u>

CONSOLIDATED EXPENDITURE DETAIL

Department	Program
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Police	Administration, Community Policing/Patrol, Communications/Records, Community Relations, Community Response Team, Criminal Investigations, and Education and Training
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Account Category	2008-09 Budget	2008-09 Actual	2009-10 Budget	2009-10 Projection	2010-11 Budget
Salaries & Wages	4,246,923	3,976,398	4,193,132	4,026,310	3,999,158
Benefits	<u>1,349,671</u>	<u>1,202,798</u>	<u>1,238,997</u>	<u>1,224,602</u>	<u>1,491,073</u>
Total: Personal Services	5,596,594	5,179,196	5,432,129	5,250,912	5,490,231
Professional & Contractual Services	15,900	9,459	14,270	9,300	7,779
Communications	60,427	56,897	49,313	43,910	51,893
Utilities	23,710	24,275	24,420	23,730	22,760
Rentals & Leases	39,414	34,732	39,391	39,840	39,441
Insurance	104,004	93,402	77,423	77,423	80,135
Repair & Maintenance	136,456	169,107	150,479	153,537	156,313
Operating Supplies	94,723	129,603	83,326	178,033	77,582
Fuel	220,634	130,170	135,240	145,850	153,143
Miscellaneous (Travel, Training, Dues, etc.)	<u>60,033</u>	<u>46,443</u>	<u>58,581</u>	<u>41,070</u>	<u>50,490</u>
Total: Operating Expenses	755,301	694,089	632,443	712,693	639,536
Capital Outlay	8,000	9,000	10,000	16,925	20,000
Vehicle Replacement Transfer	<u>201,644</u>	<u>172,838</u>	<u>152,703</u>	<u>164,194</u>	<u>143,261</u>
Total: Police Department	<u>6,561,539</u>	<u>6,055,123</u>	<u>6,227,275</u>	<u>6,144,724</u>	<u>6,293,028</u>

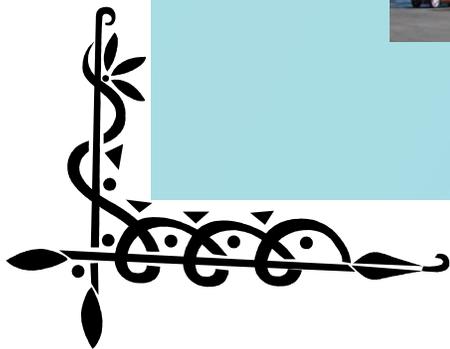


The City of Oviedo

City of Oviedo



Fire Rescue Services





The City of Oviedo

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PERFORMANCE PROFILE

Department	Program
Fire/Rescue	Fire / Rescue Administration

Program Description

Administration is responsible for providing the managerial support for Fire/Rescue (a system that includes 3 fire stations that provides City-wide fire suppression, basic and advanced life support and EMS transport), Fire Prevention, and Training/Education programs.

Administration also coordinates EMS billing for emergency medical services with an outside contractor and oversees and coordinates the City's Emergency Management activities. The Fire Chief serves as the City's Emergency Management Coordinator and is responsible for the maintenance and updating of the Emergency Management Plan.

Performance Outcomes

<u>Measure</u>	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Budget	FY 09-10 Projected	FY 10-11 Budget
<u>Input/Demand</u>					
Total Budget/Expenses (Admin. only)	258,739	252,387	258,327	248,279	255,216
Department wide budget/expenses	4,699,605	4,951,630	5,148,166	5,115,569	5,306,637
Administration FTE's	2.0	2.0	2.0	2.0	1.8
Population	33,431	34,001	34,001	34,001	34,001
<u>Workload/Output</u>					
# Employees supervised	50	50	50	50	50
# vehicles maintained	7	7	7	7	7
<u>Effectiveness/Service Quality</u>					
Quality Rating (good or excellent)	90%	0%	90%	-	-
Maintain ISO Community Rating at 3 or better	2	2	2	2	2
% satisfaction rate by localized customers	95%	99%	95%	95%	95%
<u>Efficiency</u>					
Fire Department cost per capita (dept. wide exp.)	140.58	146.80	151.41	150.45	156.07

EXPENDITURE AND STAFFING SUMMARY

Department	Program
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Fire/Rescue

Administration and Emergency Management

Account Category	2008-09 Budget	2008-09 Actual	2009-10 Budget	2009-10 Projection	2010-11 Budget
Salaries & Wages	134,369	134,333	130,786	133,893	128,797
Benefits	<u>39,853</u>	<u>40,216</u>	<u>44,228</u>	<u>44,248</u>	<u>48,404</u>
Total: Personal Services	174,222	174,548	175,014	178,141	177,201
Professional & Contractual Services	0	0	0	0	0
Communications	5,641	5,941	5,854	5,400	6,399
Utilities	48,690	41,872	46,980	39,960	41,840
Rentals & Leases	5,014	3,893	2,410	1,890	2,292
Insurance	10,280	10,076	7,870	7,870	9,670
Repair & Maintenance	520	1,285	3,987	702	3,250
Operating Supplies	8,800	9,000	8,700	8,260	8,144
Fuel	2,173	1,380	1,423	1,720	1,806
Miscellaneous (Travel, Training, Dues, etc.)	<u>3,602</u>	<u>1,914</u>	<u>3,300</u>	<u>1,600</u>	<u>2,230</u>
Total: Operating Expenses	84,720	75,362	80,524	67,402	75,631
Vehicle Replacement Transfer	<u>2,888</u>	<u>2,475</u>	<u>2,789</u>	<u>2,736</u>	<u>2,384</u>
Total: Administration	<u>261,830</u>	<u>252,385</u>	<u>258,327</u>	<u>248,279</u>	<u>255,216</u>

Budget Highlights

The FY 10-11 budget has declined by \$3,111 or 1% due primarily to lower operating expenses (\$4,893) compared to the FY 09-10 budget, which is due to lower than anticipated utility costs for the new Fire Administration building. The decrease in operating expenses is offset by the citywide 5% increase in health insurance costs and higher fire pension costs. The higher pension costs were driven by an increase in the City's required pension contribution from 13% to 17.1% of payroll. Salary costs are lower than FY 09-10 as the hours of the Senior Administrative Assistant have been reduced from 40 to 32 hours per week as part of the City's budget reduction measures.

The FY 10-11 budget includes no wage increase for any City employees although health insurance rates will increase citywide by 5% and the dependent coverage subsidy paid by the City will increase from 33% to 35%.

PERFORMANCE PROFILE

Department

Program

Fire/Rescue

Fire Supression and Rescue

Program Description

Fire Suppression and Rescue responds to fire-related calls and medical-related emergencies that require basic or advanced life support and provides patient transport to medical facilities from 3 fire stations located within the City limits.. The Department operates with a total staffing level of 45 shift personnel (including 3 Battalion Chiefs) and a Division Chief.

Of the estimated 4,000 calls for service in a normal year, approximately 62% or 2,500 calls are for medical related emergencies, whereas less than 100 or 2% are fire related calls. The remaining 1,475 calls are for various service related calls such as lockouts. The Department also participates in the countywide first response program - a reciprocal arrangement between the cities and Seminole County that provides for an initial response from the closest unit or station regardless of jurisdictional

Performance Outcomes

	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Budget	FY 09-10 Projected	FY 10-11 Budget
<u>Measure</u>					
<u>Input/Demand</u>					
Total Budget / Expenses	4,129,661	4,402,084	4,580,913	4,537,857	4,571,787
Total FTE's:	46	46	47	46	46
- Firefighter/EMT's (FF and Lieut.)	28	30	22	21	22
- Firefighter/Paramedics (FF and Lieut.)	13	11	20	21	20
- Command (Div. & Bat. Chiefs)	4	4	4	4	4
Overtime expenses	435,064	464,019	453,866	455,000	453,866
<u>Workload/Output</u>					
# of total calls:	3,971	4,228	4,250	4,250	4,280
- EMS/Rescue	2,602	2,793	2,750	2,750	2,775
- Fire related	81	109	100	100	100
- Other Type Incidents	1,288	1,326	1,400	1,400	1,405
# of Transports	1,333	1,514	1,000	1,372	1,375
# First responder calls outside City	1,112	1,163	1,100	1,100	1,100
<u>Effectiveness/Service Quality</u>					
% of all Calls in City: Response < 5 Minutes	89.00%	88.00%	85.00%	85.00%	85.00%
% of all calls for Fire Related incidents	2.04%	2.58%	2.35%	2.35%	2.34%
% of all calls for EMS/Rescue incidents	65.53%	66.06%	64.71%	64.71%	64.84%
% calls as first responder outside City	28.00%	27.51%	25.88%	25.88%	25.70%
% property and contents saved compared to pre-incident value	97.33%	88.59%	99.00%	99.00%	99.00%
<u>Efficiency</u>					
Cost per call	1,039.95	1,041.17	1,077.86	1,067.73	1,068.17

EXPENDITURE AND STAFFING SUMMARY

Department	Program				
Fire/Rescue	Fire Suppression and Rescue				
Account Category	2008-09 Budget	2008-09 Actual	2009-10 Budget	2009-10 Projection	2010-11 Budget
Personal Services					
Salaries & Wages	2,971,852	2,987,493	3,052,559	3,058,114	2,965,667
Benefits	<u>820,431</u>	<u>868,485</u>	<u>978,098</u>	<u>962,075</u>	<u>1,106,312</u>
Total: Personal Services	3,792,283	3,855,978	4,030,657	4,020,189	4,071,979
Professional & Contractual Services	28,220	43,922	28,220	34,075	34,555
Communications	9,604	8,776	8,622	8,300	13,147
Utilities	6,950	8,006	17,860	12,550	13,200
Rentals & Leases	0	0	0	0	0
Insurance	38,573	34,641	30,076	30,076	33,332
Repair & Maintenance	126,340	119,916	105,245	96,822	81,713
Operating Supplies	146,700	123,412	141,300	127,470	124,306
Fuel	69,630	39,327	42,230	42,660	45,583
Miscellaneous (Travel, Training, Dues, etc.)	<u>45,405</u>	<u>36,193</u>	<u>40,792</u>	<u>30,740</u>	<u>36,336</u>
Total: Operating Expenses	471,422	414,193	414,345	382,693	382,172
Vehicle Replacement Transfer	<u>153,897</u>	<u>131,912</u>	<u>135,911</u>	<u>134,975</u>	<u>117,636</u>
Total: Fire Suppression and Rescue	<u>4,417,602</u>	<u>4,402,083</u>	<u>4,580,913</u>	<u>4,537,857</u>	<u>4,571,787</u>

Budget Highlights

The FY 10-11 budget has declined by \$9,126 despite an increase of \$117,000 in higher contributions to the Fire Pension as the City's required pension contribution increased from 13% to 17.1% of payroll. The pension increase is being offset by lower net salary costs of \$87,000 resulting from the following changes: 1) Lower overtime costs projected at \$137,000 is based on the implementation of an "adaptive response" system that would remove 1 of 3 engines from service when staffing falls below 14 per shift. The engine would then be replaced with a rescue vehicle, which requires less staffing 2) Departure of the department's only non-firefighter paramedic in January, 2010, and 3) the impact of the non-budgeted 3.13% wage increase of that was implemented on October 1, 2009 for IAFF bargaining unit personnel. Total overtime in FY 10-11 is budgeted at \$317,000 of which 55% or \$174,000 is mandatory based on Fair Labor Standards requirements with the balance being discretionary overtime necessary to maintain staffing levels when the adaptive response system is not in use. The overtime change is an alternative service delivery method that manages overtime more effectively while reducing costs in response to the City's \$1.3 million budget shortfall.

Operating expenses have declined by \$32,173 or 7.8% with the major reductions found in vehicle maintenance, uniforms, small tools and other operating supplies. The reduction in vehicle maintenance costs can be attributed to having the City's Fleet Maintenance assume all preventive maintenance of fire and rescue vehicles, coordinating all repairs and determining whether to outsource to a commercial vendor or have the repair done in-house. The transfer to the Vehicle Replacement Fund is also down significantly (\$18,275) as the transfer allocations have been adjusted for all departments.

The FY 10-11 budget includes no wage increase for any City employees although health insurance rates will increase citywide by 5% and the dependent coverage subsidy paid by the City will increase from 33% to 35%.

PERFORMANCE PROFILE

Department	Program
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Fire/Rescue

Fire Prevention

Program Description

Fire Prevention is a life safety program that conducts fire inspections of approximately 1,000 existing commercial businesses on a 3-year cycle and all daycare centers, nursing homes and schools on an annual basis. The Fire Marshall reviews building plans for approximately 300-400 private commercial projects annually and conducts fire investigations and public education workshops.

Fire Prevention staff participate in the City's development review process through attendance at pre-application meetings and pre-construction meetings. The program also reviews and issues all

Performance Outcomes

	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Budget	FY 09-10 Projection	FY 10-11 Budget
<u>Measure</u>					
<u>Input/Demand</u>					
Total Budget / Expenses	159,377	158,123	158,634	153,163	158,505
Total FTE's	2	2	2	2	2
Hours spent in Commercial inspections	-	243	160	450	475
# of commercial businesses/structures	1,000	1,054	1,050	1,095	1,100
<u>Workload/Output</u>					
# commercial inspections (existing)	371	329	300	500	500
# new commercial inspections	401	421	350	300	250
# re-inspections	488	338	225	650	650
# commercial plans reviewed	722	424	400	348	300
<u>Effectiveness/Service Quality</u>					
% all commercial structures inspected	37%	31%	29%	25%	25%
% plans reviewed within 10 working days	0%	81%	85%	86%	90%
% businesses requiring > 2 re-inspections	10%	0%	10%	10%	10%

EXPENDITURE AND STAFFING SUMMARY

Department	Program
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Fire/Rescue

Fire Prevention

Account Category	2008-09 Budget	2008-09 Actual	2009-10 Budget	2009-10 Projection	2010-11 Budget
Salaries & Wages	95,691	92,883	93,462	94,216	93,922
Benefits	<u>33,138</u>	<u>30,888</u>	<u>32,040</u>	<u>33,531</u>	<u>35,577</u>
Total: Personal Services	128,829	123,771	125,502	127,747	129,499
Communications	2,385	2,314	1,906	2,010	2,079
Utilities	2,320	1,458	2,900	1,750	1,770
Rentals & Leases	1,230	969	1,377	940	937
Insurance	10,860	9,753	8,290	8,290	10,170
Repair & Maintenance	4,480	4,750	4,275	515	1,722
Operating Supplies	1,930	3,444	2,400	2,250	1,999
Fuel	3,583	2,564	2,335	3,710	3,895
Miscellaneous (Travel, Training, Dues, etc.)	<u>4,565</u>	<u>1,960</u>	<u>4,071</u>	<u>480</u>	<u>1,666</u>
Total: Operating Expenses	31,353	27,211	27,554	19,945	24,238
Vehicle Replacement Transfer	<u>5,776</u>	<u>4,951</u>	<u>5,578</u>	<u>5,471</u>	<u>4,768</u>
Total: Fire Prevention	<u>165,958</u>	<u>155,934</u>	<u>158,634</u>	<u>153,163</u>	<u>158,505</u>

Budget Highlights

The FY 10-11 budget is essentially unchanged from FY 09-10 as the \$4,000 increase in personnel costs is being offset by lower operating expenses. The increase in personnel costs is due to the citywide 5% increase in health insurance costs and higher fire pension costs. The higher pension costs were driven by an increase in the City's required pension contribution from 13% to 17.1% of payroll.

Operating expenses for Fire Prevention decreased by \$3,316 or 12% over last year's budgeted levels due to decreases in utilities, vehicle maintenance and travel and training.

PERFORMANCE PROFILE

Department

Program

Fire/Rescue

Education and Training

Program Description

The Education and Training Program provides direct fire and EMS-related training including scheduling and development of required training activities, maintaining department training records and conducting new employee orientation.

This program also oversees the department's EMS transport service and assures compliance with the Florida Bureau of Health EMS rules and protocols and coordinates all EMS activities in consultation with the Seminole County Medical Director. In addition, the Division Chief assigned to this program serves as the City's Infectious Control officer and manages the infectious control program.

Other activities include serving as public information officer for emergency incidents and general media releases, liaison with the public and media and serving as the Department Safety officer.

Performance Outcomes

<u>Measure</u>	FY 07-08 Actual	FY 08-09 Actual	Fy 09-10 Budget	FY 09-10 Projection	FY 09-10 Budget
<u>Input/Demand</u>					
Total Budget / Expenses	144,922	141,223	150,292	141,550	148,395
Total FTE's	1	1	1	1	1
Total \$ value EMS Billings (gross)	515,000	867,578	550,000	445,000	550,000
Total # EMS Billings	1,250	379	1,375	1,375	1,375
<u>Workload/Output</u>					
# Fire related training hours	13,000	10,865	13,000	10,800	10,800
# EMS related training hours	735	1,668	1,200	1,548	1,548
# Medical protocol complaints from hospital/personnel or medical director	4	3	4	2	23
\$ value of collections on EMS Billings	345,000	559,595	356,200	356,200	356,200
<u>Effectiveness/Service Quality</u>					
Participant satisfaction rating (training)	98.0%	99.0%	99.0%	100.0%	100.0%
Medical complaints as % of total rescue calls	0.16%	0.11%	0.10%	100.0%	1.0%
% collection rate on EMS Billings	67.0%	64.5%	65.0%	65.0%	65.0%
<u>Efficiency</u>					
Cost per training hour***	11.26	13.09	11.56	11.00	11.56

EXPENDITURE AND STAFFING SUMMARY

Department	Program
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Fire/Rescue

Education and Training

Account Category	2008-09 Budget	2008-09 Actual	2009-10 Budget	2009-10 Projection	2010-11 Budget
Salaries & Wages	84,573	85,836	85,186	85,501	85,673
Benefits	<u>23,326</u>	<u>24,959</u>	<u>28,138</u>	<u>28,319</u>	<u>32,430</u>
Total: Personal Services	107,899	110,795	113,324	113,820	118,103
Communications	1,079	1,053	981	880	993
Utilities	1,070	705	1,450	880	890
Rentals & Leases	1,100	969	1,100	940	1,037
Insurance	9,780	8,783	7,470	7,470	9,310
Repair & Maintenance	1,490	1,941	1,869	1,597	1,761
Operating Supplies	11,480	8,625	10,754	5,650	8,200
Fuel	1,183	937	989	1,070	1,124
Miscellaneous (Travel, Training, Dues, etc.)	<u>7,723</u>	<u>5,589</u>	<u>7,920</u>	<u>7,630</u>	<u>5,569</u>
Total: Operating Expenses	34,905	28,601	32,533	26,117	28,884
Capital Outlay	0	0	0	0	0
Vehicle Replacement Transfer	<u>2,131</u>	<u>1,827</u>	<u>4,435</u>	<u>1,613</u>	<u>1,408</u>
Total: Education and Training	<u>144,935</u>	<u>141,223</u>	<u>150,292</u>	<u>141,550</u>	<u>148,395</u>

Budget Highlights

The FY 10-11 budget has declined by \$1,897 or 1.3% as the \$4,800 increase in personnel costs is being offset by lower operating expenses of \$3,649 coupled with a \$3,027 reduction in the vehicle replacement transfer. The increase in personnel costs is due to the citywide 5% increase in health insurance costs and higher fire pension costs. The higher pension costs were driven by an increase in the City's required pension contribution from 13% to 17.1% of payroll.

Operating expenses have decreased by \$3,649 or 11% over last year's budgeted levels due to decreases in utilities, chemicals, utilities and travel and training.

Operating expenses for the Fire Education and Training decreased 6.8% over last year's budgeted levels due to a decrease in general liability insurance. Transfers to the Vehicle Replacement Fund increased by almost double due to the inclusion of the fire safety trailer that was not depreciated in prior years.

The FY 10-11 budget includes no wage increase for any City employees although health insurance rates will increase citywide by 5% and the dependent coverage subsidy paid by the City will increase from 33% to 35%.

**FIRE DEPARTMENT
CONSOLIDATED EXPENDITURE
AND
STAFFING SUMMARY**

**CONSOLIDATED
EXPENDITURE AND STAFFING SUMMARY**

Department	Programs
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Fire	Administration/Emergency Management Fire Suppression and Rescue, Fire Prevention and Education and Training
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Staffing Detail	2007-08 Budget	2008-09 Budget	2009-10 Budget	2009-10 Projection	2010-11 Budget
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Administration

Fire Chief	1.00	1.00	1.00	1.00	1.00
Senior Administrative Assistant	1.00	1.00	1.00	1.00	0.80
TOTAL	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>1.80</u>

Fire Suppression/Rescue

Division Chief	1.00	1.00	1.00	1.00	1.00
Battalion Chief/Paramedic	1.00	1.00	1.00	1.00	1.00
Battalion Chief	2.00	2.00	2.00	2.00	2.00
Fire Lieutenant/Paramedic	2.00	3.00	4.00	4.00	4.00
Fire Lieutenant	7.00	6.00	5.00	5.00	5.00
Firefighter/Paramedic	11.00	8.00	16.00	16.00	16.00
Firefighter/EMT	21.00	24.00	17.00	17.00	17.00
Paramedic	1.00	1.00	0.50	0.00	0.00
TOTAL	<u>46.00</u>	<u>46.00</u>	<u>46.50</u>	<u>46.00</u>	<u>46.00</u>

Fire Prevention

Fire Marshall	1.00	1.00	1.00	1.00	1.00
Fire Inspector II	1.00	1.00	1.00	1.00	1.00
TOTAL	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>

Training

Division Chief	1.00	1.00	1.00	1.00	1.00
TOTAL	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>

CONSOLIDATED TOTAL	<u>51.00</u>	<u>51.00</u>	<u>51.50</u>	<u>51.00</u>	<u>50.80</u>
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CONSOLIDATED EXPENDITURE DETAIL

Department	Program
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Fire/Rescue

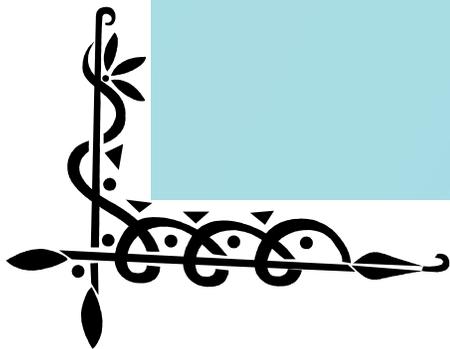
**Administration/Emergency Management
Fire Suppression and Rescue
Fire Prevention/Education
Training**

Category Description	2008-09 Budget	2008-09 Actual	2009-10 Budget	2009-10 Projection	2010-11 Budget
Salaries & Wages	3,286,485	3,300,545	3,361,993	3,371,724	3,274,059
Benefits	<u>916,748</u>	<u>964,548</u>	<u>1,082,504</u>	<u>1,068,173</u>	<u>1,222,723</u>
Total: Personal Services	4,203,233	4,265,093	4,444,497	4,439,897	4,496,782
Professional & Contractual Services	28,220	43,922	28,220	34,075	34,555
Communications	18,709	18,083	17,363	16,590	22,618
Utilities	59,030	52,041	69,190	55,140	57,700
Rentals & Leases	7,344	5,830	4,887	3,770	4,266
Insurance	69,493	63,253	53,706	53,706	62,482
Repair & Maintenance	132,830	127,892	115,376	99,636	88,446
Operating Supplies	168,910	144,481	163,154	143,630	142,649
Fuel	76,569	44,208	46,977	49,160	52,408
Miscellaneous (Travel, Training, Dues, etc.)	<u>61,295</u>	<u>45,656</u>	<u>56,083</u>	<u>40,450</u>	<u>45,801</u>
Total: Operating Expenses	622,400	545,367	554,956	496,157	510,925
Vehicle Replacement Transfer	<u>164,692</u>	<u>141,165</u>	<u>148,713</u>	<u>144,795</u>	<u>126,196</u>
Total: Fire Department	<u>4,990,325</u>	<u>4,951,625</u>	<u>5,148,166</u>	<u>5,080,849</u>	<u>5,133,903</u>

City of Oviedo



Recreation & Parks





The City of Oviedo

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RECREATION AND PARKS

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PERFORMANCE PROFILE

Department	Program
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Recreation and Parks

Recreation and Parks - Administration

Program Description

Parks and Recreation Administration provides the administrative support and leadership necessary to oversee the daily activities of nine (9) operating programs, including: 1) Riverside Recreational Programs, 2) Riverside Aquatics, 3) Division Street Aquatics, 4) Athletic Programs, 5) Senior and Youth Programs, 6) Concessions, 7) Gymnasium, 8) Skateboard Park, and 9) Athletic Fields, Hard Court and 10) Building Maintenance.

The Administrative budget also includes budget appropriations for various community events held throuout the year.

Performance Outcomes

<u>Measure</u>	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Budget	FY 09-10 Projection	FY 10-11 Budget
<u>Input/Demand</u>					
Department Wide FTE's (full time)	40.75	40.25	43.25	37.40	37.40
Department Wide FTE's (part time)	26.10	10.72	-	18.90	18.90
Department Wide Budget / Expenses	4,395,861	3,698,378	4,144,476	3,807,240	3,918,782
Population	33,000	34,001	34,595	35,289	35,289
<u>Workload/Output</u>					
Department wide revenue	1,378,388	1,241,265	1,493,890	1,203,370	1,236,386
Total # of participants for all programs	279,199	266,647	261,928	261,299	287,036
<u>Efficiency</u>					
% cost recovery - Department wide	29.4%	32.8%	34.4%	27.1%	30.0%
Total (Dept.-wide) cost per participant	11.12	9.49	10.32	12.2	11.9
Total (Dept.-wide) cost per capita	94.08	73.89	82.58	81.4	79.4

EXPENDITURE AND STAFFING SUMMARY

Department	Program
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Recreation and Parks

Administration & Special Events

Account Category	2008-09 Budget	2008-09 Actual	2009-10 Budget	2009-10 Projection	2010-11 Budget
Salaries & Wages	252,571	252,661	211,938	210,929	232,935
Benefits	<u>74,463</u>	<u>61,801</u>	<u>45,982</u>	<u>47,121</u>	<u>51,108</u>
Total: Personal Services	327,034	314,462	257,920	258,050	284,043
Professional & Contractual Services	17,500	31,254	41,700	39,040	45,000
Communications	7,148	7,703	4,634	6,930	4,426
Utilities	26,180	17,621	30,960	21,171	30,040
Rentals & Leases	23,302	20,991	28,565	23,351	28,565
Insurance	10,900	9,789	14,260	14,260	6,460
Repair & Maintenance	1,070	1,913	1,639	4,417	5,179
Operating Supplies	49,640	42,203	40,630	39,000	40,630
Fuel	1,585	1,229	1,150	4,060	4,263
Miscellaneous (Travel, Training, Dues, etc.)	<u>9,142</u>	<u>20,964</u>	<u>13,812</u>	<u>18,999</u>	<u>14,770</u>
Total: Operating Expenses	146,467	153,667	177,350	171,228	179,333
Vehicle Replacement Transfer	<u>2,283</u>	<u>1,957</u>	<u>2,205</u>	<u>7,628</u>	<u>6,648</u>
Total: Administration & Special Events	<u>475,784</u>	<u>470,086</u>	<u>437,475</u>	<u>436,906</u>	<u>470,024</u>

Budget Highlights

The FY 10-11 budget is \$32,549 or 7.4% higher than FY 09-10 due to the consolidation of all part time hours related to community/special events that were previously spread to other programs. The part time hours for those programs have been reduced commensurately.

Excluding the decrease for the liability insurance allocation, operating expenses are up by \$9,783 with higher costs for a contract grant writer (+\$2,000), fuel (+\$3,113), Snow Mountain contractual items (+\$1,300), vehicle maintenance and printing. The vehicle replacement transfer increased by \$4,443 due to the reallocation of vehicles within the department.

This budget includes all costs associated with the City's major special events including July 4th, Snow Mountain, Halloween and Martin Luther King Day.

The FY 10-11 budget includes no wage increase for any City employees although health insurance rates will increase citywide by 5% and the dependent coverage subsidy paid by the City will increase from 33% to 35%.

PERFORMANCE PROFILE

Department **Program**

Recreation and Parks

Riverside Recreation Programs

Program Description

Riverside Recreation promotes and coordinates activities focused mainly at youth events such as a ten (10) week summer camp program, school days out events (approximately 30 days per school year), twelve (12) teen dances and six (6) special events and trips. In addition, the program oversees other recreation facilities and programs such as tennis, racquetball and indoor classes.

Performance Outcomes

	FY 07-08	FY 08-09	FY 09-10	FY 09-10	FY 10-11
	Actual	Actual	Budget	Projection	Budget
<u>Measure</u>					
<u>Input/Demand</u>					
Total Budget / Expenses	349,781	276,519	332,115	309,565	319,896
Total FTE's (full time)	3.78	2.33	3.56	2.83	3.55
Total FTE's (part time)	3.60	3.22	3.01	2.18	2.91
Total operational hours	4,420	4,661	4,661	4,620	4,661
<u>Workload/Output</u>					
Revenue generated/processed	173,519	188,254	232,830	162,887	167,440
# total participants : all programs	21,748	27,403	26,070	21,141	24,864
# hours scheduled (or "in use")	2,518	3,311	3,311	3,153	3,400
<u>Effectiveness/Service Quality</u>					
% hours "in use"	57.0%	71.0%	71.0%	68.2%	70.0%
Participant satisfaction rating (% good/excellent)	90.0%	91.3%	92.0%	91.3%	92.0%
<u>Efficiency</u>					
Cost per participant (net of revenue)	8.10	3.22	3.81	6.94	7.20
% cost recovery (direct program costs only)	49.6%	68.1%	70.1%	52.6%	52.3%

EXPENDITURE AND STAFFING SUMMARY

Department	Program
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Recreation and Parks

Riverside Recreation Center

Account Category	2008-09 Budget	2008-09 Actual	2009-10 Budget	2009-10 Projection	2010-11 Budget
Salaries & Wages	170,271	150,279	186,029	182,582	181,587
Benefits	<u>43,126</u>	<u>28,235</u>	<u>34,833</u>	<u>35,523</u>	<u>37,723</u>
Total: Personal Services	213,397	178,515	220,862	218,105	219,310
Professional & Contractual Services	15,216	20,940	28,440	21,000	28,440
Communications	2,762	3,011	2,542	2,680	2,314
Utilities	19,480	19,121	24,630	18,670	19,230
Rentals & Leases	3,819	3,808	3,841	3,800	3,801
Insurance	13,806	12,399	9,780	9,780	8,935
Repair & Maintenance	0	629	600	110	600
Operating Supplies	32,438	35,141	36,700	35,310	35,641
Fuel	0	0	0	0	0
Miscellaneous (Travel, Training, Dues, etc.)	<u>2,320</u>	<u>1,551</u>	<u>1,700</u>	<u>110</u>	<u>1,625</u>
Total: Operating Expenses	89,841	96,601	108,233	91,460	100,586
Vehicle Replacement Transfer	<u>1,638</u>	<u>1,404</u>	<u>3,020</u>	<u>0</u>	<u>0</u>
Total: Riverside Recreation Programs	<u>304,876</u>	<u>276,519</u>	<u>332,115</u>	<u>309,565</u>	<u>319,896</u>

Budget Highlights

The FY 10-11 budget decreased by \$12,291 or 3.7% due to reductions in personnel costs (\$1,552), operating expenses (\$7,647) and the vehicle replacement transfer (\$3,020). Salary costs are lower due to the transfer of special event hours to Administration and reclassification of the Recreation Supervisor to Coordinator on October 1, 2009.

Operating expenses are lower by \$7,647 or 7% due to reductions in most line item accounts with the most significant reduction in utility costs.

This program recovers approximately 52% of its direct costs from program activity fees with FY 11 revenue projected at \$167,250.

The FY 10-11 budget includes no wage increase for any City employees although health insurance rates will increase citywide by 5% and the dependent coverage subsidy paid by the City will increase from 33% to 35% (note: there are 2 full time positions in this program affected by the health insurance increase although neither employee has elected dependent coverage).

PERFORMANCE PROFILE

Department	Program
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Recreation and Parks

City Sponsored Athletics

Program Description

This program oversees all athletic activities and programming, excluding those programs offered at the Oviedo Boulevard Gymnasium. The program is responsible for coordinating and scheduling the use of fields by outside youth and adult athletic leagues, consistent with contractual agreements entered into between the City and the various leagues (such as Babe Ruth and Little League) and other outside organizations such as Oviedo High School.

Adult leagues include tennis, racquetball, football and softball, whereas youth leagues include archery and flag football. Additional events conducted by this program include 5K Road Races and tournaments.

Performance Outcomes

<u>Measure</u>	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Budget	FY 09-10 Projection	FY 10-11 Budget
<u>Input/Demand</u>					
Total Budget / Expenses	231,973	195,603	202,002	197,956	208,670
Total FTE's (full time)	3.00	2.00	2.00	2.02	2.00
Total FTE's (part time)	1.54	0.24	-	0.71	1.09
<u>Workload/Output</u>					
Revenue generated/processed	143,191	148,774	211,230	177,316	182,640
# total participants : all programs	52,000	40,396	27,183	43,861	49,894
# participants - Adult leagues	36,000	30,916	16,281	32,719	35,966
# participants - Youth leagues	16,000	9,480	10,902	11,142	13,928
<u>Effectiveness/Service Quality</u>					
Participant satisfaction rating (% good/excellent):					
- Adult leagues	90.0%	94.8%	92.0%	90.0%	90.0%
- Youth leagues	90.0%	93.3%	92.0%	88.5%	92.0%
% targeted participants registered	90.0%	84.5%	85.0%	77.5%	80.0%
% time fields "in use"	100.0%	27.2%	30.0%	29.9%	30.0%
<u>Efficiency</u>					
Cost per participant (net of revenue)	1.71	1.16	(0.34)	0.47	0.52
% cost recovery (direct program costs only)	61.7%	76.1%	104.6%	89.6%	87.5%

EXPENDITURE AND STAFFING SUMMARY

Department	Program
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Recreation and Parks

City Sponsored Athletics

Account Category	2008-09 Budget	2008-09 Actual	2009-10 Budget	2009-10 Projection	2010-11 Budget
Salaries & Wages	81,293	78,912	83,463	84,750	85,025
Benefits	<u>27,151</u>	<u>23,724</u>	<u>24,361</u>	<u>27,423</u>	<u>26,048</u>
Total: Personal Services	108,444	102,636	107,824	112,173	111,073
Professional & Contractual Services	52,800	46,993	53,680	53,680	57,640
Communications	1,875	1,798	1,343	1,670	1,403
Utilities	0	0	0	0	0
Rentals & Leases	0	0	0	0	0
Insurance	11,150	10,013	7,140	7,140	3,950
Repair & Maintenance	0	0	0	0	0
Operating Supplies	31,400	31,700	31,000	31,580	34,760
Fuel	0	0	0	0	0
Miscellaneous (Travel, Training, Dues, etc.)	<u>1,030</u>	<u>775</u>	<u>1,015</u>	<u>40</u>	<u>765</u>
Total: Operating Expenses	98,255	91,279	94,178	94,110	98,518
Vehicle Replacement Transfer	<u>2,272</u>	<u>1,947</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total: City Sponsored Athletics	<u>208,971</u>	<u>195,863</u>	<u>202,002</u>	<u>206,283</u>	<u>209,591</u>

Budget Highlights

The FY 10-11 budget is \$7,589 or 3.8% higher than FY 09-10 due to increases in personnel costs (\$3,249) and operating expenses (\$4,340). The increase in personnel costs is for higher overtime and the 5% health insurance increase. Operating expenses are higher for umpires and scorekeepers due to increased teams and games (i.e. contractual services), and for softball operating supplies that were previously paid from a different account.

The 2 major operating expenses items for this program include umpire and scorekeepers (\$57,640) and operating supplies (\$34,560) needed for various athletic teams and games (i.e. softball, adult and youth flag football, archery and sports camps).

This program recovers approximately 87% of its direct costs from program activity fees with FY 11 revenue projected at \$182,640.

The FY 10-11 budget includes no wage increase for any City employees although health insurance rates will increase citywide by 5% and the dependent coverage subsidy paid by the City will increase from 33% to 35% (note: there are 2 full time positions in this program affected by the health insurance increase although neither employee has elected dependent coverage).

PERFORMANCE PROFILE

Department	Program
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Recreation and Parks

Riverside Aquatics

Program Description

Riverside Aquatics, which opened in 1990, operates a 25 meter, Junior Olympic-sized swimming pool that is available to the public on a fee basis. The pool has a 110 person capacity and is supervised by approximately eighteen (18) certified life guards.

The facility provides private and public swimming lessons, programs such as water aerobics, youth school days out and summer camp and rents the facility for such activities as birthday parties, family reunions, etc. Youth pool dances and family pool nights are also offered at Riverside Park.

Performance Outcomes

<u>Measure</u>	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Budget	FY 09-10 Projection	FY10-11 Budget
<u>Input/Demand</u>					
Total Budget / Expenses	253,502	186,174	188,623	173,278	167,055
Total FTE's (full time)	2.25	2.25	2.25	2.26	2.25
Total FTE's (part time hours)	3.13	0.45	-	0.63	1.67
Total operational hours (availability)	2,200	791	1,145	602	602
<u>Workload/Output</u>					
Revenue generated/processed	24,918	53,756	54,270	58,068	59,810
# total participants (all programs)	13,500	6,787	8,800	8,111	8,517
# participants - Open Pool use	9,000	3,779	4,700	3,813	4,004
<u>Effectiveness/Service Quality</u>					
Participant satisfaction rating (% good/excellent)	95%	98%	100%	95%	95%
Average # open swimmers per hour	4.09	4.78	4.10	6.33	6.65
<u>Efficiency</u>					
Cost per participant (net of revenue)	16.93	19.51	15.13	14.14	14.76
% cost recovery (direct program costs only)	9.8%	28.9%	29.4%	33.8%	31.6%

EXPENDITURE AND STAFFING SUMMARY

Department	Program
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Recreation and Parks

Riverside Aquatics

Account Category	2008-09 Budget	2008-09 Actual	2009-10 Budget	2009-10 Projection	2010-11 Budget
Salaries & Wages	105,335	103,273	102,799	102,108	102,619
Benefits	<u>32,272</u>	<u>21,485</u>	<u>28,330</u>	<u>21,695</u>	<u>22,873</u>
Total: Personal Services	137,607	124,758	131,129	123,803	125,492
Professional & Contractual Services	0	2,475	0	0	0
Communications	976	394	716	390	583
Utilities	3,612	18,919	20,430	18,310	12,695
Insurance	12,836	11,528	8,700	8,700	5,200
Repair & Maintenance	7,000	6,926	7,000	9,685	7,500
Operating Supplies	17,500	18,564	17,213	12,350	14,550
Miscellaneous (Travel, Training, Dues, etc.)	<u>1,780</u>	<u>591</u>	<u>1,735</u>	<u>40</u>	<u>1,035</u>
Total: Operating Expenses	43,704	59,396	55,794	49,475	41,563
Vehicle Replacement Transfer	<u>1,761</u>	<u>1,509</u>	<u>1,700</u>	<u>0</u>	<u>0</u>
Total: Riverside Aquatics	<u>183,072</u>	<u>185,664</u>	<u>188,623</u>	<u>173,278</u>	<u>167,055</u>

Budget Highlights

The FY 10-11 budget is \$21,568 or 11.4% lower than FY 09-10 due to lower personnel costs (\$5,637) and operating expenses (\$14,231). Personnel costs declined to to an employee opting out of City health insurance whereas operating expenses have declined in virtually all line item accounts.

This program recovers approximately 35% of its direct costs from program activity fees with FY 11 revenue projected at \$60,000.

The FY 10-11 budget includes no wage increase for any City employees although health insurance rates will increase citywide by 5% and the dependent coverage subsidy paid by the City will increase from 33% to 35% (note: there are 1.25 full time positions in this program affected by the health insurance increase although neither employee has elected dependent coverage).

PERFORMANCE PROFILE

Department	Program
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Recreation and Parks

Athletic Fields, Hard Court, Facility Maintenance

Program Description

The Recreation and Parks Maintenance Program includes: 1) Athletic fields maintenance, 2) Hard court maintenance and 3) Building maintenance for 5 buildings comprising more than 40,000 square feet. 4) Maintenance and repair of playground equipment, shelters and restroom facilities at 10 City parks.

More specifically, the maintenance activities include field preparation and mowing of 17 athletic fields (4 adult softball fields, 7 youth baseball fields, 2 multi-purpose fields, 1 soccer field, and 3 additional soccer fields at Shane Kelly) and general facility maintenance including janitorial services, as well as repair of lighting, fencing and irrigation.

Performance Outcomes

<u>Measure</u>	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Budget	FY 09-10 Projection	FY 10-11 Budget
<u>Input/Demand</u>					
Total Budget / Expenses	1,044,370	889,830	944,155	910,828	945,758
Total FTE's (full time)	18.0	13.0	16.9	13.0	13.3
Total available hours (maintenance personnel)	34,640	27,040	27,040	27,299	27,040
# productive hours (maintenance personnel)	30,336	24,201	23,796	24,323	24,092
<u>Workload/Output</u>					
# field mowings	1,430	1,249	2,000	1,478	1,656
# field preparations	3,786	2,058	2,250	2,646	2,698
# Total maint. work orders:	395	205	323	3,462	3,692
- Building Maintenance	146	27	94	82	85
- Hard Courts and Parks	249	178	229	3,462	3,462
<u>Effectiveness/Service Quality</u>					
Average # days to complete workorders	3	3	3	2	2
Participant satisfaction rating:					
- Facility appearance	85.0%	95.0%	96.0%	95.0%	95.0%
- Parks appearance	80.0%	95.0%	95.0%	95.0%	95.0%
<u>Efficiency</u>					
Cost per hour of maintenance	30.15	36.77	39.68	37.45	39.26
Productivity rate of maintenance personnel as % of total available hours	88.0%	89.5%	88.0%	89.1%	89.1%

EXPENDITURE AND STAFFING SUMMARY

Department	Program
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Recreation and Parks

**Athletic Fields, Parks and
Hard Court Maintenance**

Account Category	2008-09 Budget	2008-09 Actual	2009-10 Budget	2009-10 Projection	2010-11 Budget
Salaries & Wages	393,032	415,931	426,882	423,062	440,813
Benefits	<u>151,211</u>	<u>139,150</u>	<u>139,895</u>	<u>143,598</u>	<u>156,738</u>
Total: Personal Services	544,243	555,080	566,777	566,660	597,551
Professional & Contractual Services	300	0	0	0	0
Communications	6,233	6,765	3,984	2,850	2,710
Utilities	91,780	85,472	102,940	95,456	98,189
Rentals & Leases	1,000	543	700	1,040	1,585
Insurance	23,407	21,021	15,041	15,041	11,525
Repair & Maintenance	115,564	124,332	129,619	123,336	127,029
Operating Supplies	81,582	76,014	80,678	73,870	74,955
Fuel	35,844	19,776	22,088	15,580	16,441
Miscellaneous (Travel, Training, Dues, etc.)	<u>2,090</u>	<u>1,222</u>	<u>1,355</u>	<u>170</u>	<u>1,110</u>
Total: Operating Expenses	357,800	335,145	356,405	327,343	333,544
Vehicle Replacement Transfer	<u>15,235</u>	<u>13,059</u>	<u>20,973</u>	<u>16,825</u>	<u>14,663</u>
Total: Parks Maintenance	<u>917,278</u>	<u>903,284</u>	<u>944,155</u>	<u>910,828</u>	<u>945,758</u>

Budget Highlights

The FY 10-11 budget has increased by \$1,603 against a budget of \$946,000 as higher benefit costs were offset by decreases in operating expenses and the vehicle replacement transfer. The increase in benefits is due to the 5% increase in health insurance premiums and the City's increased subsidy for dependent coverage. Operating expenses are lower in virtually all line item accounts.

Approximately 82% of all operating expense items are found in the following accounts: electricity for field lighting and park facilities (\$95,930), equipment and vehicle maintenance (\$44,557), parks and athletic field maintenance and repair (\$82,200), materials/supplies for field maintenance (\$33,450), and fuel (\$16,441).

The FY 10-11 budget includes no wage increase for any City employees although health insurance rates will increase citywide by 5% and the dependent coverage subsidy paid by the City will increase from 33% to 35%.

EXPENDITURE AND STAFFING SUMMARY

Department **Program**

Recreation and Parks

Senior and Youth Programs

Account Category	2008-09 Budget	2008-09 Actual	2009-10 Budget	2009-10 Projection	2010-11 Budget
Salaries & Wages	52,742	48,991	0	0	0
Benefits	<u>16,204</u>	<u>7,385</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total: Personal Services	68,946	56,376	0	0	0
Professional & Contractual Services	0	0	0	0	0
Communications	240	734	0	0	0
Utilities	4,190	3,020	0	0	0
Rentals & Leases	0	0	0	0	0
Insurance	10,650	9,564	0	0	0
Repair & Maintenance	0	0	0	0	0
Operating Supplies	0	11	0	0	0
Fuel	0	0	0	0	0
Miscellaneous (Travel, Training, Dues, etc.)	<u>0</u>	<u>73</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total: Operating Expenses	15,080	13,402	0	0	0
Capital Outlay	0	0	0	0	0
Vehicle Replacement Transfer	<u>2,272</u>	<u>1,947</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total: Senior and Youth Programs	<u>86,298</u>	<u>71,725</u>	<u>0</u>	<u>0</u>	<u>0</u>

Budget Highlights

In FY 09-10, all costs at the Memorial Building for Senior and Youth programs were consolidated with the Riverside Recreation program where the senior and youth program activities occur.

PERFORMANCE PROFILE

Department	Program
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Recreation and Parks

Concessions

Program Description

Concessions consists of five (5) sites - including one full service concession with hot and cold menu items located at the Division Street Gymnasium. There is also one mobile concession cart that is available at various parks and recreation facilities. All other concession facilities serve pre-packaged food items.

The Concessions program is working on various strategies to increase sales as well as menu variety and quality in an effort to become a self supporting operation. The current cost recovery level is at

Performance Outcomes

<u>Measure</u>	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Budget	FY 09-10 Projection	FY 10-11 Budget
<u>Input/Demand</u>					
Total Budget / Expenses	298,025	212,185	267,890	220,727	217,402
- Labor Costs (included in total above)	140,284	107,115	126,262	105,039	112,385
Total FTE's (contracted)	1.01	1.00	1.00	1.01	1.00
Total FTE's (part time)	1.10	3.22	3.37	1.61	2.64
<u>Workload/Output</u>					
Revenue Generated/Processed	175,406	160,358	215,680	150,606	153,066
# customers served	54,670	54,925	60,000	48,291	52,000
<u>Effectiveness/Service Quality</u>					
Customer Satisfaction Ratings:				0.0%	0.0%
- Customer Service (% good or better)	93%	94%	93%	96%	95%
- Food and Beverage selection (% g/b)	92%	94%	92%	96%	95%
<u>Efficiency</u>					
% cost recovery	58.9%	75.6%	80.5%	69.3%	90.0%
Profit/Loss	(122,619)	(51,827)	(52,210)	(67,661)	(10,000)
% Cost of goods sold	35.0%	39.4%	39.4%	37.7%	36.0%

EXPENDITURE AND STAFFING SUMMARY

Department	Program
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Recreation and Parks

Concessions

Account Category	2008-09 Budget	2008-09 Actual	2009-10 Budget	2009-10 Projection	2010-11 Budget
Salaries & Wages	111,446	110,500	113,795	105,444	100,548
Benefits	<u>13,239</u>	<u>10,287</u>	<u>12,467</u>	<u>11,526</u>	<u>11,494</u>
Total: Personal Services	124,685	120,787	126,262	116,970	112,042
Professional & Contractual Services	0	0	0	0	0
Communications	1,418	3,161	2,898	1,900	2,057
Utilities	2,600	2,762	2,600	2,740	2,880
Rentals & Leases	500	609	485	0	485
Insurance	10,940	9,825	7,800	7,800	4,180
Repair & Maintenance	2,000	1,681	3,000	1,090	1,681
Operating Supplies	143,870	85,418	123,220	87,637	92,494
Miscellaneous (Travel, Training, Dues, etc.)	<u>1,700</u>	<u>1,308</u>	<u>1,625</u>	<u>2,590</u>	<u>1,583</u>
Total: Operating Expenses	163,028	104,763	141,628	103,757	105,360
Total: Concessions	<u>287,713</u>	<u>225,551</u>	<u>267,890</u>	<u>220,727</u>	<u>217,402</u>

Budget Highlights

The FY 10-11 budget has declined by \$50,488 or 19% due to reductions in personnel costs (\$14,220) coupled with reductions in personnel costs (\$14,220) and operating expenses (\$36,268). The reduction in personnel costs is attributed to less part time hours as the concession stands at OSC stand #2 and the softball complex will be closed due to lack of activity and revenue generation. The other reduction in part time salaries is related to the transfer of part time hours for special events to the Administration/Special Events program.

Operating expenses are down by \$36,268 due mainly to a reduction in concession supplies, which is budgeted at \$88,000 and is more in line with current expenses trends and the reduction in concession sites.

This program recovers approximately 70% of its direct costs from concession sales with FY 11 revenue projected at \$153,000.

The 5% citywide health insurance increase does not affect this program as the Concession Manager is a contract employee who does not receive health or pension benefits.

PERFORMANCE PROFILE

Department	Program
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Recreation and Parks

Gymnasium

Program Description

The Gymnasium consists of a 20,000 square foot building with a high school regulation basketball/volleyball court, fitness center, climbing wall, multi-purpose room and locker rooms for men and women. Programming includes volleyball and basketball league play for youth and adults, clinics, and an “open use” for the gym and fitness room.

Located adjacent to the Division Street Aquatics facility, the Gymnasium staff also monitors Aquatic facility usage, registers participants and collects pool fees.

Performance Outcomes

<u>Measure</u>	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Budget	FY 09-10 Projection	FY 10-11 Budget
<u>Input/Demand</u>					
Total Budget / Expenses	550,566	391,806	396,584	386,398	381,384
Total FTE's (full time)	5.00	3.88	5.00	3.59	5.00
Total FTE's (part time)	6.90	1.70	-	2.24	1.33
Total hours available for use	4,971	4,286	4,226	4,194	4,194
<u>Workload/Output</u>					
Revenue Generated/Processed	258,984	267,204	261,050	286,356	294,950
- gym participants	37,251	37,211	36,787	36,573	36,573
- fitness center users	9,498	10,746	9,698	11,497	11,497
- climbing wall users	4,170	3,270	4,076	3,129	3,129
# of total participants:	59,932	51,227	50,561	51,199	51,199
<u>Effectiveness/Service Quality</u>					
Participant satisfaction rating (% good/excellent):					
- Rock Wall	100%	100.0%	100.0%	100.0%	98.0%
- Facilities	100%	98.0%	98.0%	98.0%	98.0%
- Programs	98%	97.0%	96.0%	97.0%	96.0%
% hours gymnasium in use	88%	90.5%	87.7%	91.5%	92.0%
<u>Efficiency</u>					
Cost per participant (net of revenue)	4.87	2.43	2.68	1.95	1.69
% Cost recovery (direct costs only)	40.3%	68.2%	65.8%	74.1%	77.3%

EXPENDITURE AND STAFFING SUMMARY

Department	Program
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Recreation and Parks

Gymnasium and Fitness Center

Account Category	2008-09 Budget	2008-09 Actual	2009-10 Budget	2009-10 Projection	2010-11 Budget
Salaries & Wages	171,235	180,009	171,352	171,028	170,649
Benefits	<u>50,271</u>	<u>42,633</u>	<u>43,351</u>	<u>44,402</u>	<u>38,062</u>
Total: Personal Services	221,506	222,642	214,703	215,430	208,711
Professional & Contractual Services	37,182	27,027	28,439	28,468	33,264
Communications	2,590	1,576	2,312	1,470	1,936
Utilities	52,340	54,415	58,420	53,780	56,470
Rentals & Leases	4,292	4,322	4,314	6,760	6,782
Insurance	15,200	13,651	9,200	9,200	5,280
Repair & Maintenance	12,250	10,780	13,450	10,560	11,350
Operating Supplies	56,974	57,326	47,089	43,990	50,878
Miscellaneous (Travel, Training, Dues, etc.)	<u>7,030</u>	<u>1,153</u>	<u>6,814</u>	<u>8,240</u>	<u>6,713</u>
Total: Operating Expenses	187,858	170,249	170,038	162,468	172,673
Capital Outlay	0	0	8,500	8,500	0
Vehicle Replacement Transfer	<u>3,972</u>	<u>3,405</u>	<u>3,343</u>	<u>0</u>	<u>0</u>
Total: Gymnasium and Fitness Center	<u>413,336</u>	<u>396,296</u>	<u>396,584</u>	<u>386,398</u>	<u>381,384</u>

Budget Highlights

The FY 10-11 budget decreased by \$15,200 or 3.8% compared to FY 09-10 due to lower costs for benefits, vehicle replacement transfer and capital outlay. The lower benefit costs is due to an employee opting out of City health insurance coverage whereas the capital outlay reduction reflects a one-time cost for a storage shed purchased in FY 09-10. The elimination of the vehicle replacement transfer reflects the reassignment of 2 vehicles to Administration/Special Events.

The 3 major operating expenses items for this program that comprise more than 70% of all operating costs include umpire and scorekeepers for basketball and volleyball games and tournaments (\$28,866), utilities (\$56,470), and operating supplies (\$38,720) needed for various athletic teams and camps.

This program recovers approximately 77% of its direct costs from concession sales with FY 11 revenue projected at \$294,950. The cost recovery rate for FY 09-10 based on revenue and expense estimates is projected at 74%.

The FY 10-11 budget includes no wage increase for any City employees although health insurance rates will increase citywide by 5% and the dependent coverage subsidy paid by the City will increase from 33% to 35% (note: no employees in this program have opted for family coverage).

PERFORMANCE PROFILE

Department	Program
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Recreation and Parks

Oviedo Boulevard Aquatics

Program Description

The Aquatics Center consists of a 50-meter Olympic sized swimming pool and family pool or “Splash Zone” that opened in 2004 and is available to the public on a fee basis. The Olympic pool contains 552,000 gallons and has a 306 person capacity, whereas the recreational Splash Zone and family pool contains almost 60,000 gallons and has a 66 person capacity.

This facility coordinates and provides programming activities such as swimming lessons, water aerobics and related aquatic events. The aquatics staff provides constant supervision with approximately 22 certified life guards for general public and the Barracudas swim club and four (4) other area swim teams.

Performance Outcomes

<u>Measure</u>	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Budget	FY 09-10 Projection	FY 10-11 Budget
<u>Input/Demand</u>					
Total Budget / Expenses	444,902	432,540	433,108	426,730	301,072
Total FTE's (full time)	2.15	1.75	1.25	1.25	1.25
Part time FTE's (hours equivalent)	7.48	1.71	-	3.17	6.08
Total hours available for use	3,519	3,249	3,486	3,246	3,246
<u>Workload/Output</u>					
Revenue Generated/Processed	225,034	228,721	228,781	240,697	247,920
Total # of participants served:	100,598	90,035	71,346	94,982	94,982
- Olympic Pool (open use)	34,491	27,950	21,858	29,056	29,056
- Swim teams	46,798	48,548	49,488	52,454	52,454
- City Residents - Open Swim	15,085	10,031	14,905	9,980	9,980
- Non-Residents - Open Swim	4,224	3,506	4,207	3,492	3,492
<u>Effectiveness/Service Quality</u>					
Participant satisfaction rating (%)	95%	99%	95%	99%	95%
Splash Zone % at full capacity during	23%	7%	10%	7%	10%
<u>Efficiency</u>					
Cost per participant (net of revenue)	2.19	4.80	6.07	4.49	3.17
% Cost recovery (direct costs only)	50.6%	52.9%	52.8%	56.4%	82.3%

EXPENDITURE AND STAFFING SUMMARY

Department	Program
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Recreation and Parks

Oviedo Blvd. Aquatics

Account Category	2008-09 Budget	2008-09 Actual	2009-10 Budget	2009-10 Projection	2010-11 Budget
Salaries & Wages	172,993	185,095	165,364	163,008	158,674
Benefits	<u>40,000</u>	<u>32,330</u>	<u>27,621</u>	<u>27,751</u>	<u>28,292</u>
Total: Personal Services	<u>212,993</u>	<u>217,425</u>	<u>192,985</u>	<u>190,759</u>	<u>186,966</u>
Professional & Contractual Services	0	4,950	0	0	0
Communications	1,220	905	1,188	920	1,058
Utilities	66,116	128,391	134,120	128,300	53,348
Insurance	12,410	11,145	8,820	8,820	5,690
Repair & Maintenance	9,275	15,187	47,350	51,190	14,959
Operating Supplies	50,000	54,394	47,800	45,371	38,393
Fuel	0	102	0	0	0
Miscellaneous (Travel, Training, Dues, etc.)	<u>1,080</u>	<u>1,029</u>	<u>845</u>	<u>1,370</u>	<u>658</u>
Total: Operating Expenses	<u>140,101</u>	<u>216,104</u>	<u>240,123</u>	<u>235,971</u>	<u>114,106</u>
Total: Oviedo Blvd. Aquatics	<u>353,094</u>	<u>433,529</u>	<u>433,108</u>	<u>426,730</u>	<u>301,072</u>

Budget Highlights

The FY 10-11 budget has declined by \$132,036 or 30% due primarily to reduction in operating expenses with the single largest decrease being \$52,000 for propane costs. This reduction is related to the planned installation of geothermal heating for the Olympic pool and as part of the Siemens' energy improvement project. There are also electric utility savings estimated at \$16,822 related to the installation of variable frequency drives and geothermal heat pump for the gymnasium restrooms. The other major reduction is in repair and maintenance which reflects the one-time cost incurred in FY 09-10 for resurfacing the splash pool (budget amount was \$36,850).

Salary costs are lower due to the consolidation of part time hours for special events in Administration.

The program cost recovery rate will increase significantly as a result of the lower utility and other operating costs. The FY 11 cost recovery rate is estimated at 82% of direct costs compared to the prior 2 year average of 55% with program activity fees for FY 11 estimated at \$248,000.

The FY 10-11 budget includes no wage increase for any City employees although health insurance rates will increase citywide by 5% and the dependent coverage subsidy paid by the City will increase from 33% to 35% (note: no employees in this program have opted for family coverage).

PERFORMANCE PROFILE

Department	Program
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Recreation and Parks

Skate Park

Program Description

The Riverside Skate Park is a 30,000 square foot Skate Park facility that opened in 2003 and is one of the largest facilities of its kind in the State of Florida. The park allows beginners, intermediate and advanced skaters to utilize, on a fee basis, a state of the art facility. Skaters can learn fundamentals of skating or gain experience. The Skate Park is a supervised facility that is available for rollerblading and/or skateboarding. In addition to clinics and special events, open skate sessions are offered seven days a week at two to three different times each day.

Performance Outcomes

<u>Measure</u>	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Budget	FY 09-10 Projected	FY10-11 Budget
<u>Input/Demand</u>					
Total Budget / Expenses	163,757	153,602	164,043	157,114	158,814
Total FTE's (full time)	1.0	1.0	1.0	1.0	2.5
Total FTE's (part time hours)	3.38	1.93	1.50	2.12	1.98
Total hours available for use	3,130	2,631	2,870	2,523	2,334
<u>Workload/Output</u>					
Revenue Generated/Processed	77,817	49,241	51,160	39,957	41,160
# Participants served	10,985	6,670	10,000	4,626	4,500
- Residents	6,881	3,879	6,000	2,567	2,400
- Non-Residents	4,319	2,791	4,000	2,059	2,100
# of injuries	18	16	15	18	18
<u>Effectiveness/Service Quality</u>					
# of injuries per 1000 users	1.64	2.65	2.90	3.91	4.17
Participant satisfaction rating (% good/excellent)	94%	65%	95%	77%	95%
Average skaters per hour	3.51	2.54	3.48	1.83	1.85
<u>Efficiency</u>					
Cost per participant (net of revenue)	7.82	15.65	11.29	25.33	19.73
% Cost recovery (direct costs only)	47.5%	32.1%	31.2%	25.4%	28.4%

EXPENDITURE AND STAFFING SUMMARY

Department	Program
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Recreation and Parks

Skate Park

Account Category	2008-09 Budget	2008-09 Actual	2009-10 Budget	2009-10 Projection	2010-11 Budget
Salaries & Wages	100,593	102,693	111,939	107,583	112,362
Benefits	<u>21,281</u>	<u>18,134</u>	<u>19,201</u>	<u>19,151</u>	<u>20,256</u>
Total: Personal Services	121,874	120,827	131,140	126,734	132,618
Professional & Contractual Services	1,000	0	0	0	0
Communications	620	639	508	650	503
Utilities	9,740	9,459	10,220	9,150	9,610
Insurance	11,766	10,567	8,520	8,520	5,305
Repair & Maintenance	6,000	4,027	6,000	6,000	4,000
Operating Supplies	6,300	6,223	7,270	6,060	6,538
Fuel	0	0	0	0	0
Miscellaneous (Travel, Training, Dues, etc.)	<u>550</u>	<u>250</u>	<u>385</u>	<u>0</u>	<u>240</u>
Total: Operating Expenses	35,976	31,165	32,903	30,380	26,196
Total: Skate Park	<u>157,850</u>	<u>151,992</u>	<u>164,043</u>	<u>157,114</u>	<u>158,814</u>

Budget Highlights

The FY 10-11 budget is lower by \$5,229 or 3.2% due to reductions in operating expenses of \$6,707 with most line item accounts being reduced.

This program recovers approximately 26% of its direct costs from program activity fees with FY 11 revenue projected at \$41,000.

The FY 10-11 budget includes no wage increase for any City employees although health insurance rates will increase citywide by 5% and the dependent coverage subsidy paid by the City will increase from 33% to 35% (note: the one full time employee in this program has not opted for family coverage).

PERFORMANCE PROFILE

Department

Program

Recreation and Parks

Recreation Facility Maint

Program Description

Recreation Facility Maintenance provides repair and maintenance services for recreation facility buildings and structures. The services provided include janitorial, routine electrical, plumbing, carpentry, air conditioning, painting, and miscellaneous repairs. This program is also responsible for overseeing and monitoring contracted services for electrical, extermination and air conditioning.

In addition, Recreation Facility Maintenance performs one-time building and minor renovation projects when it is less costly than using an outside contractor.

Performance Outcomes

<u>Measure</u>	FY 07-08 Actual	FY 08-09 Actual	Fy 09-10 Budget	FY 09-10 Projection	FY 10-11 Budget
<u>Input/Demand</u>					
Total Budget/Expenses	-	223,425	251,871	209,942	241,102
Total Full Time FTE's	-	2.50	3.00	2.54	3.55
Total Part Time FTE's	-	2.25	2.50	1.29	-
<u>Workload/Output</u>					
- Custodial Services	-	131	80	836	919
- Repairs	-	57	55	118	130
- Emergencies	-	4	6	6	12
- Other	-	151	65	213	229
<u>Effectiveness/Service Quality</u>					
Average # days to complete L priority w/o	-	1.6	1.5	1.00	1.50
Average # hours to complete routine w/o	-	3.1	2.5	2.50	2.50
# of emergency repairs complete w/in 24 hrs	-	200%	800%	2.50	3.00
<u>Efficiency</u>					
Cost per work order completed	-	762.06	1,222.67	106.45	101.86

EXPENDITURE AND STAFFING SUMMARY

Department	Program
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Recreation and Parks

**Recreation Facility Maintenance
and Custodial Services**

Account Category	2008-09 Budget	2008-09 Actual	2009-10 Budget	2009-10 Projection	2010-11 Budget
Salaries & Wages	155,802	116,131	91,359	75,827	88,323
Benefits	<u>60,848</u>	<u>34,612</u>	<u>26,787</u>	<u>26,084</u>	<u>28,126</u>
Total: Personal Services	216,650	150,743	118,146	101,911	116,449
Professional & Contractual Services	12,350	3,573	16,555	0	29,460
Communications	560	226	1,128	230	1,145
Rentals & Leases	500	0	300	70	0
Insurance	0	0	7,160	7,160	4,550
Repair & Maintenance	52,450	45,073	77,327	74,352	61,445
Operating Supplies	29,150	25,381	29,269	23,830	25,725
Fuel	0	3,782	1,836	1,380	1,449
Miscellaneous (Travel, Training, Dues, etc.)	<u>200</u>	<u>0</u>	<u>150</u>	<u>0</u>	<u>0</u>
Total: Operating Expenses	95,210	78,034	133,725	107,022	123,774
Vehicle Replacement Transfer	<u>0</u>	<u>0</u>	<u>0</u>	<u>1,009</u>	<u>879</u>
Total: Recreation Facility Maintenance	<u>311,860</u>	<u>228,778</u>	<u>251,871</u>	<u>209,942</u>	<u>241,102</u>

Budget Highlights

The FY 10-11 budget is \$10,769 lower than FY 09-10 as operating expense reductions of \$9,951 offset a minor increase in personnel costs of \$1,697. The reduced salary costs is due to the lower salary of a part time custodian hired in April, 2010 coupled with the transfer of part time hours for special events to Administration.

The lower operating expenses reflect decreases in most line item accounts except for higher estimated costs for an HVAC preventive maintenance contract (portion allocated for recreational facilities only with the balance allocated in utilities and general facilities maintenance). The preventive maintenance contract is currently being bid and the exact cost may change prior to adoption of the budget in September.

Other than the HVAC preventive maintenance contract, the other major expense items for this program are for repair and maintenance of recreational facilities (\$58,850) and general materials and supplies such as paper and cleaning products and miscellaneous cleaning tools and equipment (\$22,800).

The FY 10-11 budget includes no wage increase for any City employees although health insurance rates will increase citywide by 5% and the dependent coverage subsidy paid by the City will increase from 33% to 35% (note: one employee in this program has opted for family coverage).

PERFORMANCE PROFILE

Department	Program
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Recreation and Parks

General Facility Maintenance

Program Description

General Facility Maintenance is a support service function of City government that provides repair and maintenance services for seven (7) City buildings and structures (excluding City parks and recreation facilities). The services provided include janitorial, routine electrical, plumbing, carpentry, air conditioning, painting, and miscellaneous repairs. This program is also responsible for overseeing and monitoring contracted services for electrical, extermination and air conditioning.

In addition, General Facility Maintenance performs one-time building and minor renovation projects when it is less costly than using an outside contractor.

Performance Outcomes

<u>Measure</u>	FY 07-08 Actual	FY 08-09 Actual	Fy 09-10 Budget	FY 09-10 Projection	FY 10-11 Budget
<u>Input/Demand</u>					
Total Budget/Expenses	341,176	139,342	409,696	367,161	324,515
Total FTE's	5.3	5.3	5.3	5.3	3.5
Total square footage maintained/repaired	64,403	64,403	64,403	64,403	64,403
<u>Workload/Output</u>					
# work orders completed:	1,000	930	946	1,172	1,300
- Custodial Services	250	448	654	592	651
- Repairs	750	128	152	161	190
- Emergencies	-	32	44	19	40
- Other	-	322	96	400	420
<u>Effectiveness/Service Quality</u>					
Average number of days to complete L priority w/o	1.00	1.00	1.01	1.00	1.00
% emergency repairs completed within 24 hours	-	-	4.50	2.50	2.50
Internal customer satisfaction rating (% good/excellent)	90%	88%	100%	88%	88%
<u>Efficiency</u>					
Cost per work order completed	341.18	170.30	433.08	234.06	234.06
Cost per square foot to maintain/repair	5.30	2.16	6.36	5.70	5.04

EXPENDITURE AND STAFFING SUMMARY

Department	Program
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Recreation and Parks

**General Facility Maintenance
and Custodial Services**

Account Category	2008-09 Budget	2008-09 Actual	2009-10 Budget	2009-10 Projection	2010-11 Budget
Salaries & Wages	195,055	176,879	184,684	162,156	125,182
Benefits	<u>76,010</u>	<u>61,987</u>	<u>61,210</u>	<u>55,227</u>	<u>41,647</u>
Total: Personal Services	271,065	238,866	245,894	217,383	166,829
Professional & Contractual Services	31,690	18,170	62,029	38,833	56,660
Communications	2,572	2,083	2,200	1,920	1,550
Utilities	0	0	0	0	0
Rentals & Leases	8,021	7,454	0	4,160	0
Insurance	8,650	7,768	6,590	6,590	11,910
Repair & Maintenance	71,081	75,304	51,256	51,801	39,570
Operating Supplies	32,244	31,516	32,072	28,680	30,200
Fuel	5,633	1,384	2,844	12,500	13,104
Miscellaneous (Travel, Training, Dues, etc.)	<u>7,444</u>	<u>140</u>	<u>1,100</u>	<u>0</u>	<u>600</u>
Total: Operating Expenses	167,335	143,819	158,091	144,484	153,594
Capital Outlay	0	0	0	0	0
Vehicle Replacement Transfer	<u>5,944</u>	<u>5,095</u>	<u>8,476</u>	<u>5,704</u>	<u>4,092</u>
Total: General Facility Maintenance	<u>444,344</u>	<u>387,780</u>	<u>412,461</u>	<u>367,571</u>	<u>324,515</u>

Budget Highlights

The FY 10-11 budget is \$87,946 or 21% lower than FY 09-10 due primarily to the elimination of a vacant Trades Worker and vacant Custodian that occurred in April 2010. The positions were eliminated in an effort to achieve the same level of cost savings compared to a bid proposal for outsourcing facilities maintenance. The cost reduction was also part of the City's budget reduction measures to bridge the projected \$1.3 million budget shortfall.

Operating expenses are also lower by \$4,500 or 2.8% as most line item accounts were reduced except for increased fuel and insurance costs. The budget includes \$22,360 for an HVAC preventive maintenance contract (portion allocated for general facilities only with the balance allocated in utilities and recreational facilities maintenance). The preventive maintenance contract is currently being bid and the exact cost may change prior to adoption of the budget in September.

Other than the HVAC preventive maintenance contract (\$22,360), the other major expense items for this program include contractual items such as elevator maintenance, pest control, electrical repairs and fire station roll-up door repair, (\$34,300), general repair and maintenance of city facilities (\$31,120), fuel (\$13,104), and general materials and supplies such as paper and cleaning products and miscellaneous cleaning tools and equipment (\$27,000).

The FY 10-11 budget includes no wage increase for any City employees although health insurance rates will increase citywide by 5% and the dependent coverage subsidy paid by the City will increase from 33% to 35% (note: one employee in this program has opted for family coverage).

**RECREATION AND PARKS
CONSOLIDATED EXPENDITURE
AND
STAFFING SUMMARY**

CONSOLIDATED EXPENDITURE AND STAFFING SUMMARY
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Department	Programs
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Recreation and Parks

Administration/Community Events
Concessions
General & Recreation Facilities Maintenance
Athletic Fields and Parks Maintenance
Riverside and Oviedo Blvd. Aquatics
Athletics and Riverside Recreation Center
Gymnasium/Fitness Center & Skateboard Park

	2006-07	2007-08	2008-09	2009-10	2010-11
Staffing Detail	Budget	Budget	Budget	Budget	Budget

Administration and Community Events

Parks and Recreation Director	1.00	1.00	1.00	1.00	1.00
Asst. Parks and Recreation Director	1.00	1.00	1.00	1.00	1.00
Sr. Administrative Assistant	1.00	1.00	1.00	1.00	1.00
Seasonal and Part Time*	0.00	0.00	0.00	0.00	1.20
Recreation/Park Field Monitor	<u>0.00</u>	<u>0.00</u>	<u>1.00</u>	<u>1.00</u>	<u>0.00</u>
TOTAL	<u>3.00</u>	<u>3.00</u>	<u>4.00</u>	<u>4.00</u>	<u>4.20</u>

*Seasonal and part time hours for special events are being transferred from other programs and consolidated in this program.

Concessions

Concession Manager (contract employee)	1.00	1.00	1.00	1.00	1.00
Seasonal and Part Time	<u>3.37</u>	<u>3.30</u>	<u>3.30</u>	<u>3.37</u>	<u>2.64</u>
Sub-Total	<u>4.37</u>	<u>4.30</u>	<u>4.30</u>	<u>4.37</u>	<u>3.64</u>

Riverside Recreation Center

Recreation Superintendent	1.00	1.00	1.00	1.00	1.00
Recreation Program Supervisor	1.00	1.00	1.00	1.00	0.80
Recreation Aide Specialist	0.00	0.00	0.00	0.80	0.75
Staff Assistant	1.00	1.00	1.00	1.00	1.00
Building Custodian	0.00	1.00	0.00	0.00	0.00
Seasonal and Part Time	<u>3.75</u>	<u>3.45</u>	<u>2.91</u>	<u>3.01</u>	<u>2.91</u>
Sub-Total	<u>6.75</u>	<u>7.45</u>	<u>5.91</u>	<u>6.81</u>	<u>6.46</u>

Athletic Programs

Athletic Program Supervisor	1.00	1.00	1.00	1.00	1.00
Recreation Program Coordinator	1.00	1.00	1.00	1.00	1.00
Athletic Program Assistant	1.00	0.00	0.00	0.00	0.00
Seasonal and Part Time	<u>1.95</u>	<u>1.54</u>	<u>0.96</u>	<u>1.09</u>	<u>1.09</u>
Sub-Total	<u>4.95</u>	<u>3.54</u>	<u>2.96</u>	<u>3.09</u>	<u>3.09</u>

Senior and Youth Programs*

Recreation Program Supervisor	1.00	1.00	1.00	0.00	0.00
Seasonal and Part Time	<u>1.46</u>	<u>1.46</u>	<u>0.37</u>	<u>0.00</u>	<u>0.00</u>
Sub-Total	<u>2.46</u>	<u>2.46</u>	<u>1.37</u>	<u>0.00</u>	<u>0.00</u>

*In FY 09-10, all staffing was transferred from the Memorial Building to the Riverside Recreation Center.

Staffing detail continued on next page

Staffing Detail (continued)	2006-07 Budget	2007-08 Budget	2008-09 Budget	2009-10 Budget	2010-11 Budget
<u>Riverside Aquatics</u>					
Gym and Aquatic Superintendent	0.25	0.25	0.25	0.25	0.25
Aquatics Coordinator	1.00	1.00	1.00	1.00	1.00
Head Life Guard	1.00	1.00	1.00	1.00	1.00
Seasonal and Part Time	<u>3.99</u>	<u>3.13</u>	<u>1.52</u>	<u>1.67</u>	<u>1.67</u>
Sub-Total	6.24	5.38	3.77	3.92	3.92
<u>Oviedo Blvd. Aquatics</u>					
Gym and Aquatic Superintendent	0.25	0.25	0.25	0.25	0.25
Aquatics Coordinator	2.00	2.00	2.00	1.00	1.00
Head Life Guard	1.00	0.00	0.00	0.00	0.00
Seasonal and Part Time	<u>5.19</u>	<u>5.19</u>	<u>4.95</u>	<u>6.42</u>	<u>6.08</u>
Sub-Total	8.44	7.44	7.20	7.67	7.33
<u>Skateboard Park</u>					
Skate Park Supervisor	1.00	1.00	1.00	1.00	1.00
Recreation Aide Specialist*	0.00	0.00	0.00	1.50	1.50
Seasonal and Part Time	<u>3.35</u>	<u>3.35</u>	<u>3.35</u>	<u>2.02</u>	<u>1.98</u>
Sub-Total	4.35	4.35	4.35	4.52	4.48
*During 08-09, seasonal part time hours were converted to create two part-time Recreation Aide Specialist positions to process automated payment transactions.					
<u>Gymnasium and Fitness Center</u>					
Gym and Aquatics Superintendent	0.50	0.50	0.50	0.50	0.50
Recreation Program Coordinator	1.00	1.00	2.00	2.00	2.00
Recreation Specialist	1.00	1.00	0.00	0.00	0.00
Recreation Aide Specialist*	0.00	0.00	0.00	1.50	1.50
Staff Assistant	1.00	1.00	1.00	1.00	1.00
Crew Leader II	1.00	1.00	0.00	0.00	0.00
Building Custodian	1.00	1.75	0.00	0.00	0.00
Seasonal and Part Time	<u>4.68</u>	<u>4.68</u>	<u>3.40</u>	<u>1.41</u>	<u>1.33</u>
Sub-Total	10.18	10.93	6.90	6.41	6.33
*During 08-09, seasonal part time hours were converted to create two part-time Recreation Aide Specialist positions to process automated payment transactions.					
<u>Athletic Fields and Parks Maintenance</u>					
Parks Superintendent	1.00	1.00	1.00	1.00	1.00
Athletic Field Foreman	1.00	1.00	1.00	1.00	1.00
Crew Leader I	1.00	1.00	2.00	2.00	2.00
Irrigation/Landscape Specialist	1.00	1.00	0.00	0.00	0.00
Field Monitor	0.00	1.00	0.00	0.00	0.00
Maintenance/Construction Worker I*	8.00	8.00	4.00	5.00	5.00
Maintenance/Construction Worker II	5.00	5.00	4.00	4.00	4.00
Building Custodian	1.75	0.00	0.00	0.00	0.00
Staff Assistant	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.30</u>	<u>0.30</u>
TOTAL	<u>18.75</u>	<u>18.00</u>	<u>12.00</u>	<u>13.30</u>	<u>13.30</u>
* In FY 09-10, a Maintenance Worker I was transferred from Recreation Facilities Maintenance.					

Staffing detail continued on next page

Staffing Detail (continued)	2006-07 Budget	2007-08 Budget	2008-09 Budget	2009-10 Budget	2010-11 Budget
<u>Recreation Facilities Maintenance</u>					
Building Supervisor*	0.00	0.00	0.00	0.50	0.50
Crew Leader I	0.00	0.00	1.00	0.00	0.00
Maintenance/Construction Worker I	0.00	0.00	2.00	0.00	0.00
Building Custodian	0.00	0.00	2.75	2.75	2.75
Staff Assistant	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.30</u>	<u>0.30</u>
TOTAL	<u>0.00</u>	<u>0.00</u>	<u>5.75</u>	<u>3.55</u>	<u>3.55</u>
*Building Supervisor is allocated equally between this program and General Facilities Maintenance.					
<u>General Facilities Maintenance</u>					
Building Supervisor*	0.25	0.25	0.50	0.50	0.50
Crew Leader	1.00	1.00	1.00	1.00	1.00
Trades Worker	1.00	1.00	1.00	0.00	0.00
Maintenance/Construction Worker I	1.00	1.00	1.00	1.00	1.00
Building Custodian	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>1.00</u>	<u>1.00</u>
TOTAL	<u>5.25</u>	<u>5.25</u>	<u>5.50</u>	<u>3.50</u>	<u>3.50</u>
*Building Supervisor is allocated equally between this program and Recreation Facilities Maintenance.					
Full Time Staff	47.00	46.00	43.25	42.15	40.90
Seasonal and Temporary Staff	<u>27.73</u>	<u>26.10</u>	<u>20.77</u>	<u>18.99</u>	<u>18.90</u>
CONSOLIDATED TOTAL	<u>74.73</u>	<u>72.10</u>	<u>64.02</u>	<u>61.14</u>	<u>59.80</u>

CONSOLIDATED EXPENDITURE DETAIL

Department	Programs
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Recreation and Parks

Administration/Community Events
Concessions
General & Recreation Facilities Maintenance
Athletic Fields and Parks Maintenance
Riverside and Oviedo Blvd. Aquatics
Athletics and Riverside Recreation Center
Gymnasium/Fitness Center & Skateboard Park

Account Category	2008-09 Budget	2008-09 Actual	2009-10 Budget	2009-10 Projection	2010-11 Budget
Salaries & Wages	1,962,368	1,921,355	1,849,604	1,788,477	1,798,717
Benefits	<u>606,076</u>	<u>481,764</u>	<u>464,038</u>	<u>459,501</u>	<u>462,367</u>
Total: Personal Services	2,568,444	2,403,119	2,313,642	2,247,978	2,261,084
Professional & Contractual Services	168,038	155,381	230,843	181,021	250,464
Communications	28,214	28,995	23,453	21,610	19,685
Utilities	276,038	339,180	384,320	347,577	282,462
Rentals & Leases	41,434	37,727	38,205	39,181	41,218
Insurance	141,715	127,269	103,011	103,011	72,985
Repair & Maintenance	276,690	285,852	337,241	332,541	273,313
Operating Supplies	531,098	463,891	492,941	427,678	444,764
Fuel	43,062	26,272	27,918	33,520	35,257
Miscellaneous (Travel, Training, Dues, etc.)	<u>34,366</u>	<u>29,056</u>	<u>30,536</u>	<u>31,559</u>	<u>29,099</u>
Total: Operating Expenses	1,540,655	1,493,624	1,668,468	1,517,698	1,449,247
Capital Outlay	0	0	8,500	8,500	0
Vehicle Replacement Transfer	<u>35,377</u>	<u>30,323</u>	<u>39,717</u>	<u>30,157</u>	<u>25,403</u>
Total: Recreation and Parks Department	<u>4,144,476</u>	<u>3,927,066</u>	<u>4,030,327</u>	<u>3,804,333</u>	<u>3,735,734</u>

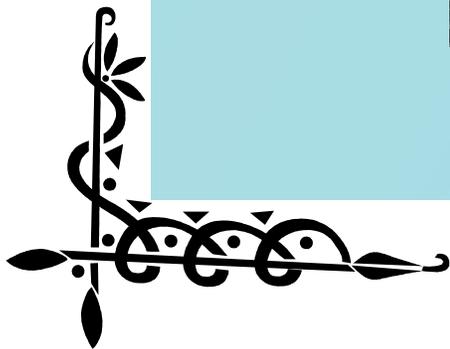


The City of Oviedo

City of Oviedo



Public Works Operations





The City of Oviedo

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PERFORMANCE PROFILE

Department	Program
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Public Works

Administration/Solid Waste

Program Description

Public Works Administration provides the administrative and technical leadership necessary to coordinate and oversee the daily activities of Engineering Services, Streets and Grounds Maintenance, Building Maintenance, Fleet Operations, Water and Wastewater Utilities, and Stormwater Maintenance.

In addition, the Public Works, through the Engineering Services Division and consulting engineers, coordinates and manages the design and construction of capital improvements as outlined in the City's Annual Budget and Five Year Capital Improvements Program (CIP).

The Public Works Administration department is the liaison with the City's solid waste contractor and serves as the central point of contact for citizen inquires and complaints.

Performance Outcomes

<u>Measure</u>	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Budget	FY 09-10 Projection	FY 10-11 Budget
<u>Input/Demand</u>					
Payment to Solid Waste Contractor (residential only)	1,740,993	2,326,619	2,366,165	2,365,918	2,225,570
# Potential pickups (all customers x 3 per week)	2,202,096	1,667,484	1,692,444	1,681,914	1,709,368
Monthly charge for solid waste service	16	20	20	20	20
<u>Workload/Output</u>					
# tons of waste collected	16,001	16,314	16,558	15,514	16,724
- tons of garbage collected	11,192	10,660	10,820	9,930	10,928
- tons of recyclables collected	1,750	2,303	2,337	2,992	2,361
- tons of yard waste collected	3,060	3,351	3,401	2,592	3,435
# Residential customers served (end of yr)	10,587	10,689	10,849	10,849	10,957
Revenue Generated	1,980,440	2,579,928	2,611,698	2,609,818	2,573,602
# service complaints	200	121	60	26	60
<u>Effectiveness/Service Quality</u>					
% "on-time" collection rate	99%	99%	99%	99%	99%
% recycling (Waste Diversion) rate	30%	35%	35%	36%	35%
Complaints per 1000 customers	18.89	11.43	19.28	2.40	19.28
<u>Efficiency</u>					
Cost per ton collected and disposed	108.81	142.61	142.90	152.33	133.08

EXPENDITURE AND STAFFING SUMMARY

Department	Program
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Public Works

Administration

Account Category	2008-09 Budget	2008-09 Actual	2009-10 Budget	2009-10 Projection	2010-11 Budget
Salaries & Wages	119,667	113,069	186,461	184,346	186,951
Benefits	<u>36,291</u>	<u>42,145</u>	<u>40,450</u>	<u>40,093</u>	<u>43,427</u>
Total: Personal Services	155,958	155,214	226,911	224,439	230,378
Professional & Contractual Services	0	3,099	0	410	2,880
Communications	3,645	4,956	4,239	4,420	6,373
Utilities	3,034	4,887	1,984	5,390	5,280
Rentals & Leases	10,250	10,478	2,332	2,080	1,255
Insurance	6,140	5,514	4,720	4,720	4,670
Repair & Maintenance	3,890	5,652	3,948	2,067	2,085
Operating Supplies	1,250	2,421	2,050	110	1,902
Fuel	2,666	1,957	1,800	3,630	3,812
Miscellaneous (Travel, Training, Dues, etc.)	<u>3,350</u>	<u>1,456</u>	<u>4,100</u>	<u>2,270</u>	<u>3,675</u>
Total: Operating Expenses	34,225	40,420	25,173	25,097	31,932
Vehicle Replacement Transfer	7,544	6,466	6,847	3,919	3,415
Total: Administration	<u>197,727</u>	<u>202,100</u>	<u>258,931</u>	<u>253,455</u>	<u>265,725</u>

Budget Highlights

The FY 10-11 budget for Public Works Administration increased by \$6,794 or 2.6% due to higher health insurance costs and the addition of one family health coverage. Operating expenses are up \$6,759 due to increases for utilities and a fire alarm service at the new Public Works building (i.e. contractual services) and higher costs for fuel that is more in line with current year trends.

The FY 10-11 budget includes no wage increase for any City employees although health insurance rates will increase citywide by 5% and the dependent coverage subsidy paid by the City will increase from 33% to 35%.

PERFORMANCE PROFILE

Department

Program

Public Works

Engineering

Program Description

Engineering Services is responsible for coordinating and managing all City capital improvement projects from conceptual design through final construction, including:

- Serving as liaison with consulting engineers for the design and construction management of road, drainage, water and sewer, recreational facility, beautification and other capital improvement projects identified in the City's 5 Year Capital Improvements Program (CIP).
- Survey and mapping as well as computer aided design for in-house projects that are not contracted to a consultant engineer.
- Monitoring, inspecting, and providing general oversight of projects under construction.
- Obtaining professional technical services through the competitive bid process.

Performance Outcomes

<u>Measure</u>	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Budget	FY 09-10 Projection	FY 10-11 Budget
<u>Input/Demand</u>					
Budget/Expenditures	830,070	503,602	544,441	522,465	433,910
FTE's	9.00	8.00	6.75	6.75	4.75
Resurfacing Costs	1,776,309	570,468	535,770	535,770	359,000
\$ amount of Projects Managed	20,604,579	6,079,237	10,500,000	2,739,952	1,786,000
Total Lane Miles in Network	115	117	117	117	117
<u>Workload/Output</u>					
# Projects in Design Phase	9	8	6	17	8
# Projects in Construction Phase	11	3	5	10	14
# of Change Orders Issued	22	24	-	-	-
# Design Projects Completed	-	9	6	13	8
\$ value of Change Orders	478,538	(367,533)	-	-	-
# all inspections performed	-	152	9,750	10,754	5,092
<u>Effectiveness/Service Quality</u>					
% Projects Designed within 30 days of schedule	51.0%	89.0%	75.0%	100.0%	100.0%
% Projects Constructed within 45 days of schedule	35.0%	83.0%	100.0%	100.0%	100.0%
Change orders as % of original contract	41.0%	-4.0%	0.0%	0.0%	0.0%
# deficiencies detected/corrected	-	-	80	70	134
<u>Efficiency</u>					
Cost per mile of resurfaced road (lane miles)	161,483	99,732	83,714	83,714	79,777
# Projects completed on time (when projected)	-	-	20	17	8
# Projects completed within 10 % of budget	-	-	17	17	8

EXPENDITURE AND STAFFING SUMMARY

Department	Program
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Public Works

Engineering and Inspection Services

Account Category	2008-09 Budget	2008-09 Actual	2009-10 Budget	2009-10 Projection	2010-11 Budget
Salaries & Wages	473,662	439,349	369,764	367,605	289,677
Benefits	<u>148,950</u>	<u>114,109</u>	<u>89,648</u>	<u>103,969</u>	<u>75,325</u>
Total: Personal Services	622,612	553,458	459,412	471,574	365,002
Professional & Contractual Services	10,000	32,694	20,680	5,550	20,000
Communications	10,769	8,801	6,172	7,310	7,893
Utilities	7,070	6,886	7,124	9,440	9,922
Rentals & Leases	19,249	23,284	4,769	1,210	2,549
Insurance	7,830	7,032	5,980	5,980	3,710
Repair & Maintenance	2,970	7,724	3,470	2,807	2,892
Operating Supplies	7,900	9,359	9,774	5,770	8,544
Fuel	3,810	4,200	6,922	5,130	5,387
Miscellaneous (Travel, Training, Dues, etc.)	<u>8,676</u>	<u>4,616</u>	<u>10,532</u>	<u>5,070</u>	<u>5,724</u>
Total: Operating Expenses	78,274	104,596	75,423	48,267	66,621
Vehicle Replacement Transfer	<u>3,358</u>	<u>5,032</u>	<u>9,606</u>	<u>2,624</u>	<u>2,287</u>
Total: Engineering & Inspection	704,244	663,086	544,441	522,465	433,910

Budget Highlights

The FY 10-11 budget declined by \$110,531 or 20% due mostly to the elimination of the Senior Administrative Assistant and the transfer of one Engineering Inspector to Stormwater Maintenance to fill a vacant position as a Heavy Equipment Operator. In addition, 50% of the costs of the remaining Engineering Inspector are funded by the Stormwater Utility Fund. The workforce changes were part of the budget reduction measures necessary to bridge the projected \$1.3 million budget shortfall.

Operating expenses are down by \$8,800 as most line item accounts except for utilities and communications were reduced. The lower vehicle replacement transfer reflects the citywide recalculation coupled with a reduction in the number of vehicles previously assigned to this program.

The FY 10-11 budget includes no wage increase for any City employees although health insurance rates will increase citywide by 5% and the dependent coverage subsidy paid by the City will increase from 33% to 35%.

EXPENDITURE AND STAFFING SUMMARY

Department	Program
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Public Works	Stormwater Engineering and Inspection
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Account Category	2008-09 Budget	2008-09 Actual	2009-10 Budget	2009-10 Projection	2010-11 Budget
Salaries & Wages	72,677	68,093	70,868	80,526	69,884
Benefits	<u>23,521</u>	<u>16,618</u>	<u>18,681</u>	<u>21,002</u>	<u>18,074</u>
Total: Personal Services	96,198	84,711	89,549	101,528	87,958
Professional & Contractual Services	72,829	73,317	15,000	14,090	10,000
Communications	680	0	600	0	423
Utilities	0	918	1,270	1,670	1,802
Insurance	0	0	2,090	2,090	2,550
Repair & Maintenance	1,000	0	0	0	1,249
Operating Supplies	0	0	1,200	0	4,050
Fuel	1,000	0	0	90	95
Miscellaneous (Travel, Training, Dues, etc.)	<u>3,325</u>	<u>1,650</u>	<u>3,123</u>	<u>3,511</u>	<u>4,449</u>
Total: Operating Expenses	78,834	75,884	23,283	21,451	24,618
Vehicle Replacement Transfer	<u>3,262</u>	<u>3,262</u>	<u>0</u>	<u>4,209</u>	<u>4,335</u>
Total: Stormwater Eng. & Inspection	<u>178,294</u>	<u>163,858</u>	<u>112,832</u>	<u>127,188</u>	<u>116,911</u>

Budget Highlights

The FY 10-11 budget is \$4,079 or 3.6% higher than the FY 10 adopted budget as the minor increase in operating expenses are offset by the minor decrease in personnel costs. The vehicle transfer amount is higher as the FY 10 amount was inadvertently omitted from the budget.

The budget includes \$10,000 in professional services for environmental consulting services and the Seminole County watershed atlas. The other operating expenses include cover costs NPDES sampling and for the miscellaneous expenses for 1.25 FTE's (.5 Engineering Manager, .25 Special Projects Coordinator and .5 Engineering Inspector). The balance of the positions are allocated to Engineering Services.

The FY 10-11 budget includes no wage increase for any City employees although health insurance rates will increase citywide by 5% and the dependent coverage subsidy paid by the City will increase from 33% to 35% (note: no employee in this program has elected dependent coverage).

FY 09-10 personnel costs will be over budget due to the hiring of a temporary worker to evaluate and correct the ERU billing status of commercial properties in the City.

PERFORMANCE PROFILE

Department

Program

Public Works

Fleet Maintenance

Program Description

Fleet Maintenance is a support service of city government that provides a comprehensive array of repair and preventive maintenance services for a fleet of approximately 211 vehicles and 175 pieces of equipment and other non-rolling stock. Fleet Maintenance also maintains a parts shop and inventory, coordinates all sublet repairs (except for Fire pumpers and rescue vehicles) and manages the City's vehicle replacement program. In addition, fleet oversees operations of the City's central fueling facility and maintains management and billing information for all vehicles and equipment.

As an "internal service" operation, Fleet Maintenance recovers its labor and overhead through an hourly labor rate charged to user departments. The cost of all parts and sublet repairs are charged directly to the affected department.

Performance Outcomes

	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Budget	FY 09-10 Projection	FY 10-11 Budget
<u>Measure</u>					
<u>Input/Demand</u>					
City-wide Fleet Expenses (repairs, fuel & overhead)	938,436	782,932	718,206	769,822	777,664
- Labor and overhead	447,380	285,540	233,367	280,000	279,500
- Parts and sublet repairs	134,958	169,563	136,440	45,000	55,000
- Unleaded and diesel fuel	356,098	327,829	348,399	250,000	340,500
Total FTE's (including mechanics)	5.00	4.00	3.00	3.00	3.00
- Number of Mechanic FTE's	3.25	2.64	2.00	2.30	2.30
Mechanic Productive/Billable Hours	7,040	2,754	5,000	3,250	3,300
<u>Workload/Output</u>					
# pieces of rolling stock	210	211	211	207	204
# pieces of non-rolling stock	175	178	175	175	165
# "services" or work orders completed:	1,760	2,086	2,000	1,600	1,800
- Preventive Maintenance Services	528	567	425	380	450
- Repairs/Other	1,232	1,519	1,575	1,250	1,150
<u>Effectiveness/Service Quality</u>					
Average time to complete repairs (hours)	4.00	1.32	2.50	2.00	2.00
Mechanic productivity rate	117.7%	56.7%	135.9%	75.0%	78.0%
% of repairs returned	7.0%	26.0%	1.0%	1.0%	1.0%
Customer satisfaction rating	98.0%	98.0%	98.0%	98.0%	99.0%
% of Police vehicles in shop more than 4	2.0%	1.0%	2.0%	2.0%	2.5%
<u>Efficiency</u>					
Hourly labor rate	63.55	103.70	46.67	86.50	86.50
Average hourly labor rate of private shops	88.00	88.00	92.00	92.00	92.00
Work Orders to Mechanic ratio (quarterly)	541.5	790.2	1,000.0	695.7	782.6

EXPENDITURE AND STAFFING SUMMARY

Department	Program
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Public Works

Fleet Maintenance

Account Category	2008-09 Budget	2008-09 Actual	2009-10 Budget	2009-10 Projection	2010-11 Budget
Salaries & Wages	190,002	174,343	143,050	137,562	136,971
Benefits	<u>69,661</u>	<u>62,026</u>	<u>44,350</u>	<u>42,717</u>	<u>43,720</u>
Total: Personal Services	259,663	236,369	187,400	180,279	180,691
Professional & Contractual Services	650	411	900	1,010	1,200
Communications	1,913	1,823	1,765	2,010	1,575
Utilities	5,100	5,163	5,700	5,370	5,640
Rentals & Leases	1,189	1,453	1,300	1,260	2,600
Insurance	15,390	13,821	11,720	11,720	5,700
Repair & Maintenance (Citywide)	141,980	170,789	137,504	154,871	163,763
Operating Supplies	7,886	12,437	12,197	9,180	13,797
Fuel (City-wide)	537,885	327,830	348,399	383,767	384,327
Miscellaneous (Travel, Training, Dues, etc.)	<u>7,900</u>	<u>8,195</u>	<u>7,100</u>	<u>8,959</u>	<u>14,265</u>
Total: Operating Expenses	719,893	541,922	526,585	578,147	592,867
Capital Outlay	0	0	0	6,685	0
Vehicle Replacement Transfer	<u>5,414</u>	<u>4,641</u>	<u>4,221</u>	<u>4,711</u>	<u>4,106</u>
Total: Fleet	<u>984,970</u>	<u>782,932</u>	<u>718,206</u>	<u>769,822</u>	<u>777,664</u>

Budget Highlights

The FY 10-11 budget increase of \$59,458 or 8.3% is due primarily to 2 factors: 1) the projected increase in the cost of unleaded and diesel fuel of 5% and 8% respectively and 2) higher costs for parts and commercial repairs that is related to the inclusion of the Fire Department's vehicle repair costs for front line fire and rescue vehicles.

Prior to FY 10-11, the vehicle repair costs for fire and rescue vehicles (except utility vehicles) was reflected in the Fire Department's budget only as a contractual or commercial repair cost. Of the \$163,763 in citywide repair and maintenance costs (i.e. parts and commercial repair costs) estimated for FY 10-11, \$45,000 is related to the Fire Department. Excluding the Fire Department's vehicle maintenance costs, citywide repair and maintenance costs are down by \$19,000 or 14% compared to the FY 10 budget amount of \$137,504.

As an efficiency measure and to reduce costs to bridge the City's \$1.3 million budget shortfall, the City's Fleet Maintenance will assume all preventive maintenance of fire and rescue vehicles, coordinate all repairs and determine whether to outsource to a commercial vendor or have the repair done in-house. This change is expected to reduce Fire Department vehicle maintenance costs by approximately \$12,000.

Funds are included in the Fleet Maintenance budget for the City's 2 mechanics to receive training and obtain Emergency Transport Vehicle (ETV) certifications.

PERFORMANCE PROFILE

Department

Program

Public Works

Landscape/Grounds Maint.

Program Description

Grounds and Landscape Maintenance is responsible for both in-house and contract grounds and landscape maintenance activities including: 1) Right of way mowing and mowing at all general City facilities, 2) Maintenance of landscaped medians including irrigation repairs and replacement of trees and landscaping, and 3) Tree trimming and permitting.

The tree trimming or urban forestry function is responsible for pruning, maintenance and removal of trees located on City-owned property or rights-of-way and sublets any major tree removal or stump grinding to a private vendor. In addition, a City Arborist disseminates educational information to the public, coordinates special events such as "Earth Day" and "Arbor Day" and oversees tree plantings on City properties and right-of-ways.

The FY 10-11 budget is based on a proposal to outsource all right of way mowing, tree trimming, irrigation repairs and plant/tree replacement. A portion of the right of way mowing and median maintenance is currently contracted to a private company.

Performance Outcomes

<u>Measure</u>	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Budget	FY 09-10 YTD (6 mo.)	FY 10-11 Budget
<u>Input/Demand</u>					
Total Budget/Expenses (excluding ROW contract)	658,493	731,573	718,626	708,587	406,167
Contracted ROW mowing budget/expenses	169,812	85,211	61,753	103,834	75,884
Total FTE's	21,934	-	33,209	26,500	26,500
<u>Workload/Output</u>					
# acres maintained:	2,135	2,135	2,135	2,135	2,135
- Mowing contracted	1,000	1,488	2,952	2,952	2,952
- Mowing "in house" (66.70)	755	755	2,490	2,490	2,490
- Landscaping contracted	260	260	260	260	260
- Landscaping "in house"	120	120	120	120	120
# site inspections for other departments	-	50	40	20	20
<u>Effectiveness/Service Quality</u>					
% site inspections completed within 48 hours	99%	99%	99%	100%	100%
% maintenance completed as scheduled	98%	98%	98%	100%	100%
% contract mowing completed on schedule	90%	90%	90%	100%	100%
Overall appearance of city (% good/excellent)	90%	90%	90%	100%	100%
<u>Efficiency</u>					
Cost per acre mowed (contract)	169.81	57.27	20.92	35.00	30.00
Cost per acre maintained "in house"	752.82	836.08	40.00	40.00	40.00

EXPENDITURE AND STAFFING SUMMARY

Department	Program
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Public Works

Grounds and ROW Maintenance
Irrigation Repairs
Tree Trimming

Account Category	2008-09 Budget	2008-09 Actual	2009-10 Budget	2009-10 Projection	2010-11 Budget
Salaries & Wages	317,859	321,777	298,512	278,592	43,667
Benefits	<u>129,613</u>	<u>115,397</u>	<u>112,081</u>	<u>119,317</u>	<u>15,122</u>
Total: Personal Services	447,472	437,173	410,593	397,909	58,789
Professional & Contractual Services	149,211	131,332	119,000	103,834	230,479
Communications	3,408	4,253	4,884	4,200	748
Utilities	15,070	9,890	12,360	8,720	8,790
Rentals & Leases	14,874	8,821	12,417	4,430	5,965
Insurance	11,050	9,924	10,420	10,420	6,110
Repair & Maintenance	32,800	48,850	35,381	61,534	2,500
Operating Supplies	95,160	91,131	81,916	70,733	86,477
Fuel	22,692	19,605	19,425	20,560	2,000
Miscellaneous (Travel, Training, Dues, etc.)	<u>9,245</u>	<u>4,461</u>	<u>8,895</u>	<u>1,910</u>	<u>3,430</u>
Total: Operating Expenses	353,510	328,266	304,698	286,341	346,499
Capital Outlay	0	0	13,000	12,677	0
Vehicle Replacement Transfer	<u>15,802</u>	<u>13,545</u>	<u>9,695</u>	<u>11,660</u>	<u>879</u>
Total: Administration	816,784	778,985	737,986	708,587	406,167

Budget Highlights

The FY 10-11 budget is based on outsourcing all grounds maintenance, right of way mowing, irrigation repairs and tree trimming to 2 private companies (one is an existing company that was selected in 2010 to mow a portion of the City's right of ways). Consequently, there would be no City staff assigned to this program other than a Contract Manager to oversee and manage the 2 contracts. Other than 2 Maintenance Workers who would be transferred to Streets Maintenance, the outsourcing would result in the elimination of 6 positions of which 2 are currently vacant.

Net of the 2 employees transferred to Streets Maintenance and various contract costs, the total savings or cost reduction associated with the outsourcing is estimated at \$153,000. In addition, costs for existing contract mowing and median maintenance will decline by \$43,000 and other operating expenses unrelated to the new outsourcing proposal will decline by \$38,000.

The outsourcing is part of the City's budget reduction measures necessary to bridge the projected \$1.3 million budget shortfall.

The outsourcing costs included in the FY 10-11 budget of \$250,000 are as follows:

- ✓ Right of Way Mowing \$94,479 (\$28,684 is for current contract)
- ✓ Tree Trimming 67,200
- ✓ Irrigation Repairs 21,600
- ✓ Median Maintenance 37,200 (existing contract for Oviedo Blvd. & SR 434)
- ✓ Plant/Tree Replacement 20,000 (labor only)
- ✓ Other Contract Repairs 10,000 (labor only)

The City will continue to fund the cost of plants, trees, landscape materials and replacement irrigation parts.

PERFORMANCE PROFILE

Department	Program
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Public Works

Streets/Sidewalk Maint.

Program Description

Streets and Sidewalk Maintenance is responsible for the following maintenance activities, including: 1) Repairing and replacing City street signs, 2) Repair and construction of sidewalks and curbs, and 3) General street repairs and pothole patching to City-maintained roads.

Performance Outcomes

<u>Measure</u>	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Budget	FY 09-10 YTD (6 mo.)	FY 10-11 Budget
<u>Input/Demand</u>					
Budget/Expenses:	1,596,249	1,399,976	1,458,406	1,578,484	1,689,070
Total FTE's	10.75	10.75	11.50	8.70	10.00
Population	33,431	33,529	33,864	33,864	33,864
<u>Workload/Output</u>					
Concrete repairs (square feet)	72,171	68,688	32,000	30,000	32,000
Asphalt repairs (tons)	172	144	175	200	225
# street/traffic signs replaced/repaired	381	102	225	150	200
# work orders completed (total)	802	384	525	200	500
- Concrete	269	162	250	85	200
- Asphalt & Cold Patch	144	104	150	85	200
- Other	389	118	125	30	100
<u>Effectiveness/Service Quality</u>					
% work orders completed within 7 days	90.0%	90.0%	97.0%	94.0%	94.0%
% of street/traffic signs replaced	4.0%	1.5%	2.3%	2.0%	5.0%
<u>Efficiency</u>					
Cost per cubic yard of concrete installed	185.00	239.00	202.50	202.00	216.00
Street maintenance (O&M) cost per capita	39.10	23.47	27.38	46.61	49.88

EXPENDITURE AND STAFFING SUMMARY

Department	Program
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Public Works	Sidewalk and Streets Maintenance
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Account Category	2008-09 Budget	2008-09 Actual	2009-10 Budget	2009-10 Projection	2010-11 Budget
Salaries & Wages	385,827	351,180	235,980	239,500	287,256
Benefits	<u>145,212</u>	<u>118,982</u>	<u>94,539</u>	<u>96,049</u>	<u>123,741</u>
Total: Personal Services	531,039	470,162	330,519	335,549	410,997
Professional & Contractual Services	66,700	60,698	69,900	66,572	69,900
Communications	8,206	7,078	5,331	5,550	4,655
Utilities	2,530	2,808	3,090	2,870	3,020
Streetlighting (Elec., Rental & Maint.)	752,450	735,951	773,670	760,270	798,300
Rentals & Leases	6,324	7,368	6,717	6,930	7,535
Insurance	14,090	12,654	10,790	10,790	11,460
Repair & Maintenance	190,019	150,849	141,411	154,932	150,688
Operating Supplies	60,188	68,006	56,458	55,600	55,266
Fuel	33,989	20,400	21,289	25,550	27,128
Miscellaneous (Travel, Training, Dues, etc.)	<u>19,750</u>	<u>16,261</u>	<u>19,200</u>	<u>14,049</u>	<u>15,957</u>
Total: Operating Expenses	1,154,246	1,082,072	1,107,856	1,103,113	1,143,909
Capital Outlay	14,000	11,215	0	0	0
Vehicle Replacement Transfer	<u>19,106</u>	<u>16,377</u>	<u>20,031</u>	<u>21,622</u>	<u>18,844</u>
Total: Administration	<u>1,718,391</u>	<u>1,579,827</u>	<u>1,458,406</u>	<u>1,460,284</u>	<u>1,573,750</u>

Budget Highlights

The FY 10-11 budget has increased by \$115,344 due mainly to higher personnel costs (+\$80,478) for 2 Maintenance Workers transferred from Grounds Maintenance coupled with higher health insurance premiums. Operating expenses are up by \$36,053 or 3.3% due to higher projected costs for street lighting and vehicle repair and maintenance.

Other than street lighting costs, the other major expenditures for this program include traffic light maintenance through Seminole County (\$61,320), Oviedo Boulevard street light contract through OUC (\$8,580), sidewalk repair (\$75,320), street sign replacement (\$24,867) and road materials and supplies (\$40,000).

The FY 10-11 budget includes no wage increase for any City employees although health insurance rates will increase citywide by 5% and the dependent coverage subsidy paid by the City will increase from 33% to 35%.

PERFORMANCE PROFILE

Department	Program
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Public Works

Stormwater Maintenance

Program Description

Stormwater Maintenance is responsible for maintaining and keeping in functional condition both City- and privately owned stormwater ponds in order to reduce flooding and meet State water quality standards. Scheduled maintenance is performed on approximately 400 stormwater ponds and ditches including repair, replacement and clean-out of drainage structures and storm pipe systems. In addition, this program performs street sweeping on all City-maintained roads on a monthly basis to reduce the amount of pollutants entering the Stormwater system and improve drainage. City maintenance crews also spray for mosquito control to address citizen complaints and County Health Department medical alerts.

The City's Stormwater Engineer oversees the monitoring of City-owned environmentally sensitive lands per state and federal permit requirements and ensures compliance with the National Pollutant Discharge Elimination System Permit (NPDES), including preparation of permit documents and submittal of the annual report.

Performance Outcomes

<u>Measure</u>	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Budget	FY 09-10 Projection	FY 10-11 Budget
<u>Input/Demand</u>					
Budget/Expenses:	1,127,148	654,661	827,137	835,608	953,805
Total FTE's	6.0	9.5	9.5	9.1	9.0
Linear feet of stormwater lines	243,108	243,108	243,108	243,108	243,108
# Lane Miles (3.2 sq. miles/ 265 lane miles)	265	265	265	265	265
<u>Workload/Output</u>					
# work orders:	252	343	1,062	600	800
- Ponds Mowed	55	75	250	250	250
- Pond Maintenance	97	80	387	400	400
- System Maintenance (Pipe Repair/Cleaning/Decals)	30	37	125	125	200
# of lane miles swept	3,300	1,322	5,575	4,600	4,600
<u>Effectiveness/Service Quality</u>					
% of City-maintained ponds inspected more than 1x p/year	-	1	1	-	-
% of ponds in compliance with Standards	-	1	1	-	-
# of times all lane miles swept per month	2.52	1.66	1.50	1.40	1.50
Deficiency Notices of Private Ponds	-	5	-	9	9
<u>Efficiency</u>					
Maintenance cost per pond	2,817.87	1,607.20	2,017.41	1,824.47	2,082.54
Cost per lane mile swept	9.70	13.41	11.55	12.00	11.97

EXPENDITURE AND STAFFING SUMMARY

Department	Program
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Public Works	Stormwater Maintenance
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Account Category	2008-09 Budget	2008-09 Actual	2009-10 Budget	2009-10 Projection	2010-11 Budget
Salaries & Wages	317,319	295,558	291,464	275,957	294,120
Benefits	<u>123,073</u>	<u>100,784</u>	<u>95,895</u>	<u>96,431</u>	<u>109,365</u>
Total: Personal Services	440,392	396,342	387,359	372,388	403,485
Professional & Contractual Services	91,500	79,388	69,000	41,921	40,565
Communications	2,434	3,509	3,318	3,230	3,332
Utilities	4,260	4,781	5,260	4,610	4,860
Rentals & Leases	53,115	57,940	52,660	49,475	55,144
Insurance	14,220	12,770	8,800	8,800	9,850
Repair & Maintenance	288,590	259,630	230,428	221,586	236,740
Operating Supplies	38,725	47,219	36,826	34,090	31,324
Fuel	37,763	28,052	30,486	38,640	41,487
Miscellaneous (Travel, Training, Dues, etc.)	<u>4,597</u>	<u>1,046</u>	<u>3,000</u>	<u>630</u>	<u>1,370</u>
Total: Operating Expenses	535,204	494,335	439,778	402,982	424,672
Capital Outlay	0	0	0	0	65,000
Vehicle Replacement Transfer	<u>32,723</u>	<u>32,723</u>	<u>53,565</u>	<u>60,238</u>	<u>60,648</u>
Total: Administration	1,008,319	923,400	880,702	835,608	953,805

Budget Highlights

The FY 10-11 budget for recurring operational costs (excluding capital outlay) increased by \$8,103 or less than 1% although the increase in personnel costs and the vehicle replacement transfer was offset with decreases in operating expenses. The increase in personnel costs is due to higher health insurance costs and the replacement of a vacant Maintenance Worker II position with a Heavy Equipment Operator (previously an Engineering Inspector II).

Operating expenses declined by \$15,106 or 3.4% due to a reduction in contractual services for mowing around stormwater ponds although this was offset by increases in other accounts such as fuel and vehicle maintenance. Included in the repair and maintenance account is the estimated cost of \$161,000 for pipe lining repair of the Lake Charm outfall in the Mead Manor subdivision.

Capital outlay includes \$65,000 to purchase a new skid steer loader with bucket and transport trailer, which will reduce the manual hand labor related to pond and swale maintenance

The FY 10-11 budget includes no wage increase for any City employees although health insurance rates will increase citywide by 5% and the dependent coverage subsidy paid by the City will increase from 33% to 35%.

**PUBLIC WORKS
CONSOLIDATED EXPENDITURE
AND
STAFFING SUMMARY**

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**CONSOLIDATED
EXPENDITURE AND STAFFING SUMMARY**

Department	Program
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Public Works	Administration, Engineering & Insp. Services, Stormwater Eng. & Insp. Services, Fleet Maintenance, Landscaping and ROW Maintenance, Sidewalk and Road Maintenance and Stormwater Maintenance
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Staffing Detail	2006-07 Budget	2007-08 Budget	2008-09 Budget	2009-10 Budget	2010-11 Budget
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Public Works Administration

Public Works Director*	0.50	0.50	0.50	0.50	0.50
Operations Manager**	0.00	0.00	0.00	1.00	1.00
Eng. Specialist**	0.00	1.00	0.50	1.00	1.00
Administrative Assistant**	0.00	0.00	0.00	1.00	1.00
Engineering Technician	1.00	0.00	0.00	0.00	0.00
Senior Administrative Assistant	1.00	1.00	1.00	0.00	0.00
Warehouse/Records Specialist	<u>1.00</u>	<u>1.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL	<u>3.50</u>	<u>3.50</u>	<u>2.00</u>	<u>3.50</u>	<u>3.50</u>

*Balance of the Public Works Director is budgeted in Water/Wastewater Administration.

**Positions transferred from Maintenance Operations (Administration)

Engineering Services

Assistant PW Director/City Engineer	1.00	0.00	1.00	1.00	1.00
Engineering Manager*	1.00	1.00	1.00	0.50	0.50
Contract Manager	0.00	1.00	1.00	1.00	1.00
Special Projects Coordinator*	0.00	1.00	1.00	0.75	0.75
Engineer	2.00	2.00	1.00	1.00	1.00
Engineering Inspector*	2.00	2.00	2.00	1.50	0.50
Capital Projects Manager	1.00	1.00	1.00	0.00	0.00
Senior Administrative Assistant	0.00	0.00	0.00	1.00	0.00
Stormwater Engineer	1.00	1.00	0.00	0.00	0.00
Engineering Specialist	<u>1.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Sub-Total	<u>9.00</u>	<u>9.00</u>	<u>8.00</u>	<u>6.75</u>	<u>4.75</u>

*Balance of the Engineering Manager, Special Projects Coordinator and Eng. Inspector are funded from the the Stormwater Utility Fund.

Staffing detail continued on next page

Staffing Detail (continued)	2006-07 Budget	2007-08 Budget	2008-09 Budget	2009-10 Budget	2010-11 Budget
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Stormwater Engineering and Inspection

Engineering Manager	0.00	0.00	0.00	0.50	0.50
Special Projects Coordinator	0.00	0.00	0.00	0.25	0.25
Engineering Inspector	0.00	0.00	0.00	0.50	0.50
Stormwater Engineer	<u>0.00</u>	<u>0.00</u>	<u>1.00</u>	<u>0.00</u>	<u>0.00</u>
Sub-Total	<u>0.00</u>	<u>0.00</u>	<u>1.00</u>	<u>1.25</u>	<u>1.25</u>

Maintenance Operations - Administration*

Operations Manager	1.00	1.00	1.00	0.00	0.00
Engineering Specialist	0.00	0.00	0.00	0.00	0.00
Administrative Assistant	1.00	1.00	1.00	0.00	0.00
Warehouse Records Specialist	<u>0.00</u>	<u>0.00</u>	<u>1.00</u>	<u>0.00</u>	<u>0.00</u>
Sub-Total	<u>2.00</u>	<u>2.00</u>	<u>3.00</u>	<u>0.00</u>	<u>0.00</u>

* In FY 09-10, the above positions were transferred from Streets Maintenance to Public Works Admin.

TOTAL: Administration and Engineering **14.50** **14.50** **14.00** **11.50** **9.50**

Streets and Sidewalk Maintenance

Streets and Stormwater Supervisor*	0.75	0.75	0.50	0.00	0.00
Crew Leader	2.00	2.00	2.00	2.00	2.00
Heavy Equipment Operator	2.00	2.00	2.00	2.00	2.00
Maintenance/Construction Worker I*	2.00	1.00	1.00	1.00	3.00
Maintenance/Construction Worker II	<u>2.00</u>	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>
Sub-Total	<u>8.75</u>	<u>8.75</u>	<u>8.50</u>	<u>8.00</u>	<u>10.00</u>

*2 Maintenance Worker I positions transferred from Grounds Maintenance for FY 10-11.

Fleet Maintenance

Building and Fleet Maintenance Supervisor*	1.00	1.00	0.50	1.00	1.00
Fleet Maintenance Mechanic**	2.00	3.00	3.00	2.00	2.00
Fleet Maintenance Foreman	1.00	0.00	0.00	0.00	0.00
Auto Inventory Specialist	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL	<u>5.00</u>	<u>5.00</u>	<u>4.50</u>	<u>3.00</u>	<u>3.00</u>

*In FY 08-09, the Supervisor position was allocated 50/50 with Building Maintenance. The allocation was eliminated when facility maintenance was transferred to Recreation and Parks.

Staffing detail continued on next page.

Staffing Detail (continued)	2006-07 Budget	2007-08 Budget	2008-09 Budget	2009-10 Budget	2010-11 Budget
<u>Landscaping and ROW Maintenance*</u>					
Contract Manager	0.00	0.00	0.00	0.00	1.00
Landscape and ROW Maint. Supervisor	1.00	1.00	1.00	1.00	0.00
Crew Leader I	1.00	1.00	1.00	1.00	0.00
Irrigation Specialist	0.00	0.00	1.00	1.00	0.00
Heavy Equipment Operator	1.00	1.00	1.00	1.00	0.00
Maintenance/Construction Worker I*	5.00	3.00	4.00	4.00	0.00
Maintenance/Construction Worker II	<u>0.00</u>	<u>2.00</u>	<u>2.00</u>	<u>1.00</u>	<u>0.00</u>
TOTAL	<u>8.00</u>	<u>8.00</u>	<u>10.00</u>	<u>9.00</u>	<u>1.00</u>
*2 Maintenance Worker II positions will be transferred to Streets Maintenance if Grounds Maintenance and ROW mowing is outsourced..					
<u>Stormwater Maintenance</u>					
Streets and Stormwater Supervisor	0.00	0.00	0.50	0.00	0.00
Crew Leader II	1.00	1.00	2.00	2.00	2.00
Heavy Equipment Operator	3.00	3.00	2.00	2.00	3.00
Streetsweeper	0.00	0.00	1.00	1.00	1.00
Maintenance/Construction Worker II	2.00	2.00	2.00	2.00	2.00
Maintenance/Construction Worker I	<u>3.00</u>	<u>3.00</u>	<u>2.00</u>	<u>2.00</u>	<u>1.00</u>
TOTAL	<u>9.00</u>	<u>9.00</u>	<u>9.50</u>	<u>9.00</u>	<u>9.00</u>
Public Works Administration and Engineering	14.50	14.50	14.00	11.50	9.50
Maintenance Operations	<u>30.75</u>	<u>30.75</u>	<u>32.50</u>	<u>29.00</u>	<u>23.00</u>
CONSOLIDATED TOTAL	<u>45.25</u>	<u>45.25</u>	<u>46.50</u>	<u>40.50</u>	<u>32.50</u>

CONSOLIDATED EXPENDITURE DETAIL

Department	Program				
Public Works	Administration and Engineering Services Stormwater Engineering Landscaping and ROW Maintenance Street and Sidewalk Maintenance Stormwater Maintenance				
Category Description	2008-09 Budget	2008-09 Actual	2009-10 Budget	2009-10 Projection	2010-11 Budget
Salaries & Wages	1,687,011	1,589,025	1,453,049	1,426,526	1,171,555
Benefits	<u>606,660</u>	<u>508,035</u>	<u>451,294</u>	<u>476,861</u>	<u>385,054</u>
Total: Personal Services	2,293,671	2,097,060	1,904,343	1,903,387	1,556,609
Professional & Contractual Services	390,240	380,527	293,580	232,377	373,824
Communications	29,142	28,596	24,544	24,710	23,424
Utilities	31,964	30,170	31,088	32,700	33,674
Streetlighting (Elec., Rental & Maint.)	752,450	735,951	773,670	760,270	798,300
Rentals & Leases	103,812	107,891	78,895	64,125	72,448
Insurance	53,330	47,894	42,800	42,800	38,350
Repair & Maintenance	519,269	472,706	414,638	442,926	396,154
Operating Supplies	203,223	218,136	188,224	166,303	187,563
Fuel	101,920	74,213	79,922	93,600	79,909
Miscellaneous (Travel, Training, Dues, etc.)	<u>48,943</u>	<u>29,489</u>	<u>48,850</u>	<u>27,440</u>	<u>34,605</u>
Total: Operating Expenses	2,234,293	2,125,574	1,976,211	1,887,251	2,038,251
Capital Outlay	14,000	11,215	13,000	12,677	65,000
Vehicle Replacement Transfer	<u>81,795</u>	<u>77,405</u>	<u>99,744</u>	<u>104,272</u>	<u>90,408</u>
Total: Public Works	<u>4,623,759</u>	<u>4,311,255</u>	<u>3,993,298</u>	<u>3,907,587</u>	<u>3,750,268</u>

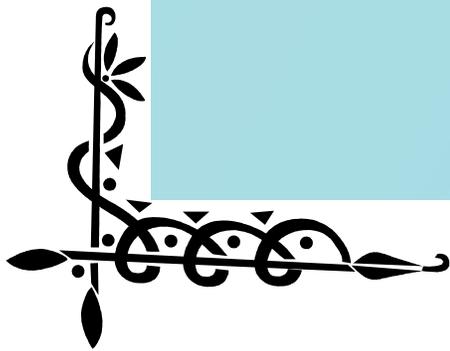


The City of Oviedo

City of Oviedo



Water / Wastewater Utility





The City of Oviedo

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PERFORMANCE PROFILE

Department

Program

PUBLIC WORKS

UTILITIES ADMINISTRATION

Program Description

Utilities Administration directs and manages the services and technical activities of Water Production and Distribution, Wastewater Collection and Reuse Distribution and Cross Connection Control/Backflow Prevention. In conjunction with the City's Engineering Division, Administration also coordinates "renewal and replacement" capital improvement projects that are essential to the on-going maintenance and repair of utility system infrastructure.

The Administration budget also includes the professional service fees that are needed to update the City's utility rate model.

Performance Outcomes

1. Ensure compliance with all technical requirements of the Florida Department of Environmental Protection and St. John's River Water Management District, including related Federal and State requirements.
2. Ensure that all performance outcomes in the Utilities Division are met and that corrective actions are taken as adverse trends are identified during the year.
3. Ensure that all renewal and replacement capital projects under the direction of the Utilities Division are completed within budget and within 30 days of the planned project schedule.

EXPENDITURE AND STAFFING SUMMARY

Department	Program
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Public Works (Utilities)

Utilities Administration

Account Category	2008-09 Budget	2008-09 Actual	2009-10 Budget	2009-10 Projection	2010-11 Budget
Salaries & Wages	154,826	154,988	154,661	153,345	154,661
Benefits	<u>44,990</u>	<u>39,240</u>	<u>35,180</u>	<u>36,239</u>	<u>37,174</u>
Total: Personal Services	199,816	194,227	189,841	189,584	191,835
Professional & Contractual Services	75,000	100,304	89,040	670,272	38,784
Communications	1,910	2,342	1,400	2,100	1,520
Utilities	1,020	3,143	2,120	5,550	2,067
Rentals & Leases	3,819	5,351	3,819	2,740	1,255
Insurance	7,880	7,077	5,200	5,200	6,680
Repair & Maintenance	2,520	21,379	3,101	1,935	1,833
Operating Supplies	5,156	3,869	2,339	2,900	3,403
Fuel	5,555	975	1,179	440	473
Miscellaneous (Travel, Training, Dues, etc.)	<u>12,167</u>	<u>5,908</u>	<u>7,073</u>	<u>5,923</u>	<u>7,109</u>
Total: Operating Expenses	115,027	150,348	115,271	697,060	63,124
Vehicle Replacement Transfer	<u>7,080</u>	<u>7,080</u>	<u>8,827</u>	<u>8,827</u>	<u>20,897</u>
Total: Administration	<u>321,923</u>	<u>351,655</u>	<u>313,939</u>	<u>895,471</u>	<u>275,856</u>

Budget Highlights

The FY 10-11 budget is \$38,082 or 12% lower than FY 09-10 due to reductions in operating expenses which is attributed almost entirely to the elimination of legal expenses that were incurred in prior years. The most significant operating expense item is an allowance for outside technical assistance for engineering services and utility rate analysis. The vehicle replacement transfer increased as future replacement of 4 emergency generators and the related depreciation is now included.

The FY 10-11 budget includes no wage increase for any City employees although health insurance rates will increase citywide by 5% and the dependent coverage subsidy paid by the City will increase from 33% to 35%.

FY 09-10 operating expenses will exceed the budget due to unanticipated legal expenses related to the Masci litigation.

PERFORMANCE PROFILE

Department

Program

Finance

**Utility Billing/Customer Service &
Meter Reading**

Program Description

The Utility Billing and Customer Service administers the City's utility billing system, which includes meter reading, billing and collection and customer service support. Approximately 139,000 bills are produced annually for City water and sewer, stormwater, and solid waste collection services and two (2) Meter Readers read more than 11,000 meters every month for billing purposes.

In addition, this program assists customers in applying for and discontinuing utility service, accepts utility payments, responds to customer inquiries and resolves questions regarding customer accounts.

Performance Outcomes

Utility Billing and Customer Service

<u>Measure</u>	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Budget	FY 09-10 Projection	FY 10-11 Budget
<u>Input/Demand</u>					
Total Budget / Expenses	308,592	320,455	355,176	301,490	300,770
Total FTE's:					
- Utility Billing / Customer Service	3.70	3.70	4.20	4.20	3.45
- Meter Reading	2.00	2.00	2.00	2.00	1.25
# of Utility accounts (monthly average)	11,789	11,979	12,754	12,109	12,239
<u>Workload/Output</u>					
Total # of utility bills processed	141,539	143,747	149,221	145,308	146,868
Total # of bank draft payments	11,765	11,752	12,443	12,443	13,100
Total # of credit card payments	22,392	25,304	22,864	26,800	28,384
Total # of walk up customers served	28,096	26,563	29,998	26,737	27,905
# delinquent accounts (cut offs for nonpayment)	2,734	2,782	3,049	2,700	2,600
<u>Effectiveness/Service Quality</u>					
% of payments from bank drafting	8.3%	8.2%	8.3%	8.6%	8.9%
% payments from credit card transactions	15.8%	17.6%	15.3%	18.4%	19.3%
% payments from walk up customers	19.9%	18.5%	20.1%	18.4%	19.0%
Delinquent accounts as % of total	1.9%	1.9%	2.0%	1.9%	1.8%
<u>Efficiency</u>					
Cost per bill processed	2.18	2.23	2.38	2.57	2.68

Department	Program
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Finance

Utility Billing/Customer Service &
Meter Reading

Performance Outcomes (continued)

Meter Reading

<u>Measure</u>	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Budget	FY 09-10 Projection	FY 10-11 Budget
<u>Input/Demand</u>					
Total Budget / Expenses (3301)	123,207	123,688	27,493	174,777	174,358
Total FTE's	2	2	2	2	1.25
Total Productive Hours	3,728	3,725	931	3,725	2,328
# available hours (meter readers)	4,160	4,160	1,040	4,160	2,600
# radio read meters (system wide)	3,945	3,974	5,176	6,055	12,239
# direct read meters (system wide)	7,844	7,952	6,756	6,055	-
<u>Workload/Output</u>					
# meters read	141,466	143,000	35,795	145,308	146,868
# service orders for disconnections - finalized accounts	2,409	2,203	475	1,985	2,000
# service orders for disconnections - nonpayment	2,734	-	760	2,700	2,600
# meters read per meter reader/day	281	286	338	349	353
<u>Effectiveness/Service Quality</u>					
Total % service disconnects	1.70%	1.54%	1.33%	1.30%	1.36%
<u>Efficiency</u>					
Meter Reader Productivity Rate	89.6%	89.5%	89.5%	89.5%	89.5%
Cost per meter read	0.87	0.86	0.77	0.72	0.73

EXPENDITURE AND STAFFING SUMMARY

Department	Program
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Finance

Utility Billing/Customer Service
& Meter Reading

Account Category	2008-09 Budget	2008-09 Actual	2009-10 Budget	2009-10 Projection	2010-11 Budget
Salaries & Wages	202,492	200,328	227,107	221,261	213,426
Benefits	<u>71,748</u>	<u>64,770</u>	<u>70,275</u>	<u>70,572</u>	<u>63,212</u>
Total: Personal Services	274,240	265,099	297,382	291,833	276,638
Professional & Contractual Services	76,236	85,172	81,600	89,443	93,300
Communications	4,323	2,469	2,845	2,360	2,805
Utilities	1,780	2,150	2,352	2,600	2,162
Rentals & Leases	3,509	3,561	3,560	1,525	1,339
Insurance	8,330	7,481	6,380	6,380	8,300
Repair & Maintenance	6,450	7,489	8,476	7,125	7,324
Operating Supplies	3,340	2,457	1,907	1,684	1,488
Fuel	9,210	5,201	5,474	5,280	5,670
Miscellaneous (Travel, Training, Dues, etc.)	<u>44,750</u>	<u>49,602</u>	<u>52,368</u>	<u>66,455</u>	<u>73,798</u>
Total: Operating Expenses	157,928	165,582	164,962	182,852	196,186
Vehicle Replacement Transfer	<u>3,766</u>	<u>3,766</u>	<u>1,582</u>	<u>1,582</u>	<u>2,303</u>
Total: Utility Billing/Customer Service	<u>435,934</u>	<u>434,446</u>	<u>463,926</u>	<u>476,267</u>	<u>475,127</u>

Budget Highlights

The FY 10-11 budget is up by \$11,202 or 2.4% as operating expenses increases for utility bill production services and merchant fees for credit card use have offset the reduction on personnel costs. The lower personnel costs are attributed to reduced hours for the City's 2 full time Meter Readers. With the installation of radio read meters citywide through the Siemens' energy project expected to be completed by the end of 2010, efficiencies in meter reading will result and the amount of time to read meters will decline. Consequently, by early 2011, the meter readers will be reduced to 2-20 hour per week positions. This was envisioned as part of the Siemens' analysis and is the costs savings feature of the radio read initiative.

As mentioned above, one of the operating expense increase is related to merchant fees for credit card use. In FY 2011, merchant fees will exceed \$90,000, which may serve as the impetus to consider a "convenience fee" as has been done in other cities to offset the cost of merchant fees.

The FY 10-11 budget includes no wage increase for any City employees although health insurance rates will increase citywide by 5% and the dependent coverage subsidy paid by the City will increase from 33% to 35%.

FY 09-10 operating expenses are expected to exceed budget due to higher than expected costs for merchant fees and (possibly) utility bill production.

PERFORMANCE PROFILE

Department	Program
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Public Works/Utilities

Water Production

Program Description

The Water Production program is responsible for the operation and maintenance of all equipment associated with the City's two water treatment facilities including Mitchell Hammock with 10 million gallon per day (MGD) treatment capacity and A. M. Jones with 7.24 MGD capacity (the Oviedo/Boston Hill Plant was taken off line in 2006 and will be decommissioned).

Water Production also operates thirteen (13) raw water production wells, five (5) ground storage tanks and four (4) emergency back up power production facilities. Additionally, the Water Production program is responsible for the operation and maintenance of the City's five (6) Alternative Water production systems and equipment. These six locations consist of seven (7) production wells, five (5) hydro-pneumatic tanks, seven (7) pressure regulating valves, chemical application and pumping apertures.

Performance Outcomes

	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Budget	FY 09-10 Projections	FY 10-11 Budget
<u>Measure</u>					
<u>Input/Demand</u>					
Total Budget / Expenses	1,915,825	1,501,736	1,669,881	1,515,424	1,586,520
Total FTE's	11.0	7.2	7.0	7.0	7.0
Population	33,431	33,529	34,595	34,595	35,289
<u>Workload/Output</u>					
# gallons water produced (in million gallons)	1,549.5	1,461.0	1,646.2	1,270.0	1,270.0
Water Consumption (in million gallons)	1,454.3	1,354.3	1,563.8	1,250.0	1,250.0
Average daily demand (MGD)	4.2	4.0	4.3	3.5	3.5
Average total maximum daily flow (MGD)	6.1	5.4	4.3	5.2	5.2
<u>Effectiveness/Service Quality</u>					
% water produced within FDEP compliance	100%	100%	100%	100%	100%
% satisfaction rating good or better for service	85%	85%	85%	52%	85%
<u>Efficiency</u>					
Cost per million gallons treated	1,236.41	1,027.88	1,014.42	1,193.25	1,249.23
Per capita consumption/day (gallons)	119.19	109.48	110.32	98.99	97.05
Unaccounted water loss as % of water produced	3.98%	7.00%	6.00%	2.00%	2.00%

EXPENDITURE AND STAFFING SUMMARY

Department	Program
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Public Works (Utilities)

Water Utility Production

Account Category	2008-09 Budget	2008-09 Actual	2009-10 Budget	2009-10 Projection	2010-11 Budget
Salaries & Wages	444,229	366,751	361,186	357,763	362,226
Benefits	<u>139,597</u>	<u>101,429</u>	<u>103,323</u>	<u>102,846</u>	<u>108,180</u>
Total: Personal Services	583,826	468,181	464,509	460,609	470,406
Professional & Contractual Services	96,887	73,437	76,133	68,952	60,362
Communications	10,760	9,371	13,099	10,640	13,851
Utilities	280,720	315,332	344,460	302,050	317,150
Rentals & Leases	3,424	1,793	2,082	3,960	4,801
Insurance	160,415	144,062	159,715	159,715	152,447
Repair & Maintenance	189,762	163,808	179,136	160,209	181,471
Operating Supplies	469,994	312,867	390,525	314,704	346,055
Fuel	44,136	12,598	20,359	18,539	20,774
Miscellaneous (Travel, Training, Dues, etc.)	<u>12,069</u>	<u>12,974</u>	<u>11,868</u>	<u>8,091</u>	<u>6,259</u>
Total: Operating Expenses	1,268,167	1,046,244	1,197,377	1,046,860	1,103,170
Vehicle Replacement Transfer	<u>20,467</u>	<u>20,467</u>	<u>7,995</u>	<u>7,995</u>	<u>12,929</u>
Total: Water Production	<u>1,872,460</u>	<u>1,534,891</u>	<u>1,669,881</u>	<u>1,515,464</u>	<u>1,586,505</u>

Budget Highlights

The FY 10-11 budget is \$76,633 or 4.6% lower than FY 09-10 due primarily to lower costs for utilities, contract mowing and chemicals. Chemical costs (i.e. operating supplies category) are \$32,000 lower than in FY 09-10 as the volume of treated water has declined with the FY 11 estimate based on 1.35 billion gallons of treated water vs. 1.63 billion that was the assumption for FY 09-10.

The most significant cost drivers in water production that comprise 84% of total operating expenses include electricity/utilities, (\$317,150), chemicals (\$280,151), liability insurance (\$152,447) and maintenance of plant and equipment (\$181,471).

The FY 10-11 budget includes no wage increase for any City employees although health insurance rates will increase citywide by 5% and the dependent coverage subsidy paid by the City will increase from 33% to 35%.

FY 09-10 expenses are projected to be under budget by \$154,000 or 10% due to under-spending in all operating accounts with significant positive variances in utilities, chemicals, and repair and maintenance.

PERFORMANCE PROFILE

Department

Program

Public Works/Utilities

Water Distribution & Maintenance

Program Description

Water Distribution is responsible for distributing an average of 4.4 million gallons per day of water to more than 11,000 accounts and maintaining approximately 175 miles of water mains and 1,000 hydrants.

In addition, this program is responsible for the installation of all new water meters, testing, calibration and/or replacement of existing water meters. This program responds to customer requests for assistance and any repairs necessary to maintain the system

Performance Outcomes

<u>Measure</u>	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Budget	FY 09-10 Projection	FY 10-11 Budget
<u>Input/Demand</u>					
Total Budget / Expenses	469,041	481,414	464,168	422,397	440,923
Total FTE's	7	6	6	6	6
# total meters system wide	11,858	12,245	12,665	12,973	13,173
# radio reads meters system wide	1,849	3,335	4,065	12,964	13,164
# hydrants system wide	1,075	1,119	1,120	1,122	1,127
Miles of mains system wide	161	175	177	176	178
<u>Workload/Output</u>					
# Total work orders completed	13,606	5,854	4,880	8,658	8,658
- # all other misc. work orders	7,357	1,599	200	4,900	4,900
- # locates responded to	5,383	3,285	4,000	2,714	2,714
- # new meters installed (all radio read)	387	420	150	216	416
- # radio read conversions	179	494	500	419	7,548
- # hydrants maintained	300	56	30	30	30
<u>Effectiveness/Service Quality</u>					
Radio read meters as % of all City meters	15.6%	25.7%	31.0%	99.9%	99.9%
% of City wide meters converted to Radio	1.5%	4.0%	3.8%	6.0%	100.0%
% new building installs (all radio reads)	6.4%	0.8%	1.1%	0.4%	0.4%
% hydrants maintained	49.1%	3.5%	10.7%	2.2%	2.7%
<u>Efficiency</u>					
Cost per work order	55.02	82.22	92.83	48.79	50.93
Cost per mile to maintain distribution system	2,923.12	2,750.94	2,622.42	2,268.67	2,247.85

EXPENDITURE AND STAFFING SUMMARY

Department	Program
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Public Works (Utilities)

Water Utility Distribution & Maintenance

Account Category	2008-09 Budget	2008-09 Actual	2009-10 Budget	2009-10 Projection	2010-11 Budget
Salaries & Wages	234,595	233,063	231,926	231,737	232,196
Benefits	<u>78,629</u>	<u>69,364</u>	<u>71,552</u>	<u>74,317</u>	<u>75,566</u>
Total: Personal Services	313,224	302,427	303,478	306,054	307,762
Professional & Contractual Services	3,000	2,642	3,660	4,089	3,915
Communications	5,859	5,357	4,702	5,030	4,780
Utilities	2,380	2,024	2,470	0	0
Rentals & Leases	2,748	1,677	8,635	1,548	3,596
Insurance	11,270	10,121	9,050	9,050	11,810
Repair & Maintenance	34,510	32,239	49,499	14,972	26,149
Operating Supplies	24,500	96,165	35,300	32,569	31,900
Fuel	23,530	19,500	17,144	22,480	23,973
Miscellaneous (Travel, Training, Dues, etc.)	<u>6,915</u>	<u>1,215</u>	<u>4,455</u>	<u>830</u>	<u>2,900</u>
Total: Operating Expenses	114,712	170,940	134,915	90,568	109,023
Vehicle Replacement Transfer	<u>21,828</u>	<u>21,828</u>	<u>25,775</u>	<u>25,775</u>	<u>24,132</u>
Total: Water Distribution & Maint.	<u>449,764</u>	<u>495,195</u>	<u>464,168</u>	<u>422,397</u>	<u>440,917</u>

Budget Highlights

The FY 10-11 budget is \$23,245 or 5% lower than FY 09-10 due to reduced vehicle maintenance costs. Otherwise, the FY 11 budget is lower than FY 08-09 actual expense levels.

The FY 10-11 budget includes no wage increase for any City employees although health insurance rates will increase citywide by 5% and the dependent coverage subsidy paid by the City will increase from 33% to 35%.

PERFORMANCE PROFILE

Department	Program
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Public Works (Utilities)

Reclaimed Water/Conservation

Program Description

This program coordinates all water conservation initiatives and ensures compliance with City and Water Management District regulations with respect to irrigation. The Water Conservation Coordinator also oversees the H2Oviedo water conservation program that encourages conservation through various water-wise landscaping incentives and use of various water-saving devices.

This program includes the funding for the purchase of reclaimed water that supplies the City's reuse distribution system. The supply of reclaimed water from the City of Orlando's Iron Bridge Wastewater Treatment facility became available in November, 2008 through an agreement between Seminole County and the City of Oviedo. This agreement provides up to 3 million gallons per day to be available to the City of Oviedo residents.

Performance Outcomes

<u>Measure</u>	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Budget	FY 09-10 Projection	FY 10-11 Budget
<u>Input/Demand</u>					
Total Budget / Expenses	25,676	156,171	223,212	187,026	187,957
Purchased Bulk Reclaimed Water	-	1,623	57,600	54,264	50,521
Total FTE's	1	1	1	1	1
<u>Workload/Output</u>					
Reclaimed Water Consumption (per 1000 gallons)		50,436	120,000	80,000	80,000
# customers served	-	485	1,100	750	1,150
linear feet of reclaimed water lines installed	-	1,380	1,500	1,500	4,500
# new reclaimed meters installed	-	312	400	20	400
# Landscape Plans & Irrigation Plan reviews	-	74	205	68	68
# Home Water Use inspections	-	288	1,400	190	200
<u>Effectiveness/Service Quality</u>					
Average time to resolve customer issue (hours)	-	1.83	2.00	2.00	2.00
# customer complaints					
- High water consumption	-	323.00	1,600.00	270.00	300.00
# water restriction violations	-	190.00	855.00	162.00	200.00
<u>Efficiency</u>					
Cost (overall) per 1000 gallons (reclaimed water)	-	3.10	1.86	1.56	1.34

EXPENDITURE AND STAFFING SUMMARY

Department	Program
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Public Works (Utilities)

Reclaimed Water and Conservation

Account Category	2008-09 Budget	2008-09 Actual	2009-10 Budget	2009-10 Projection	2010-11 Budget
Salaries & Wages	37,077	35,265	35,517	35,251	35,177
Benefits	<u>14,580</u>	<u>14,233</u>	<u>15,098</u>	<u>15,367</u>	<u>16,172</u>
Total: Personal Services	51,657	49,499	50,615	50,618	51,349
Professional & Contractual Services	46,225	12,317	63,600	41,000	46,600
Communications	1,405	0	357	0	1,389
Rentals & Leases	2,748	1,834	9,498	1,330	5,000
Insurance	5,550	4,984	4,640	4,640	6,060
Repair & Maintenance	41,300	55,199	40,950	54,711	25,185
Operating Supplies	18,738	2,777	15,850	565	14,117
Fuel	2,614	1,599	1,700	2,030	2,132
Miscellaneous (Travel, Training, Dues, etc.)	<u>37,405</u>	<u>26,182</u>	<u>33,850</u>	<u>29,980</u>	<u>33,950</u>
Total: Operating Expenses	155,985	104,892	170,445	134,256	134,433
Vehicle Replacement Transfer	<u>1,781</u>	<u>1,781</u>	<u>2,152</u>	<u>2,152</u>	<u>2,174</u>
Total: Reclaimed Water & Conservation	<u>209,423</u>	<u>156,171</u>	<u>223,212</u>	<u>187,026</u>	<u>187,956</u>

Budget Highlights

The FY 10-11 budget is \$35,255 or 16% lower than FY 09-10 due to reductions for purchased reclaimed water and general system repair and maintenance. The two major expenditure items in this budget include \$41,600 for purchased reclaimed water and \$31,000 for promotional materials of which \$24,000 is for the H2Oviedo program.

The FY 10-11 budget includes no wage increase for any City employees although health insurance rates will increase citywide by 5% and the dependent coverage subsidy paid by the City will increase from 33% to 35%.

PERFORMANCE PROFILE

Department

Program

Public Works/Utilites

Cross Connection Control

Program Description

The Cross Connection/Back Flow Prevention program was established in June 1996 and is responsible for the following activities: inspections of over 5,200 water service connections annually, testing of over 1,900 residential back flow preventers, changing out over 1,550 dual checks annually, monitoring the testing of over 1,350 commercial backflow preventers annually, and performing inspections of new water services for cross connection compliance. Working in conjunction with Water Distribution and Production, Cross Connection Control ensures the safety of drinking water that is supplied through the water distribution system.

Cross Connection Control activities are required by federal and state regulations and is mandatory for all public drinking water systems.

Performance Outcomes

<u>Measure</u>	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Budget	FY 09-10 Projection	FY 10-11 Budget
<u>Input/Demand</u>					
Total Budget / Expenses	243,389	195,504	166,051	164,699	167,351
Total FTE's	2	3	2	2	2
# active potable water connections	11,629	11,988	12,176	12,125	12,165
# residential backflow assemblies	-	-	-	-	-
# commercial backflow assemblies	-	-	-	-	-
<u>Workload/Output</u>					
# surveys completed	4,121	4,601	5,907	5,907	6,387
# residential dual checks repaired/changed out	-	-	730	730	864
# residential backflow assemblies add to system	-	-	10	70	50
# residential backflow assemblies tested	-	-	1,718	1,718	1,768
# commercial backflow assemblies add to system	-	-	5	8	8
# cross connection incident reports	2	-	-	-	-
<u>Effectiveness/Service Quality</u>					
or inspected	35.44%	38.38%	48.50%	48.72%	52.50%
% residential backflow assemblies tested	0.00%	100.00%	100.00%	100.00%	100.00%
<u>Efficiency</u>					
Cost per work order (dual check and backflow assembly testing)	-	-	56.44	56.75	48.35

EXPENDITURE AND STAFFING SUMMARY

Department	Program
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Public Works (Utilities)

Cross Connection Control

Account Category	2008-09 Budget	2008-09 Actual	2009-10 Budget	2009-10 Projection	2010-11 Budget
Salaries & Wages	133,856	139,983	99,043	98,325	99,413
Benefits	<u>39,071</u>	<u>37,383</u>	<u>25,553</u>	<u>32,644</u>	<u>27,564</u>
Total: Personal Services	172,927	177,366	124,596	130,969	126,977
Professional & Contractual Services	1,800	0	1,800	0	0
Communications	1,777	859	1,220	910	1,601
Utilities	1,020	868	1,060	0	0
Rentals & Leases	1,548	1,677	1,548	1,330	1,548
Insurance	7,070	6,349	6,230	6,230	6,890
Repair & Maintenance	4,080	2,343	2,259	2,276	2,664
Operating Supplies	21,961	18,543	17,432	13,192	18,196
Fuel	3,144	1,906	2,194	3,180	3,339
Miscellaneous (Travel, Training, Dues, etc.)	<u>2,505</u>	<u>874</u>	<u>2,395</u>	<u>1,295</u>	<u>2,545</u>
Total: Operating Expenses	44,905	33,419	36,138	28,413	36,783
Vehicle Replacement Transfer	<u>7,151</u>	<u>7,151</u>	<u>5,317</u>	<u>5,317</u>	<u>3,589</u>
Total: Cross Connection Control	<u>224,983</u>	<u>217,936</u>	<u>166,051</u>	<u>164,699</u>	<u>167,349</u>

Budget Highlights

The FY 10-11 budget is \$1,300 or % higher than FY 09-10 due to increased health insurance, pension and workers' compensation costs. Otherwise, operating expenses are essentially unchanged and the vehicle replacement transfer is lower by \$1,728 due to the citywide recalculation of the transfer amounts.

The most significant operating expense item is \$16,728 for dual check valve assemblies and parts (i.e. operating supplies)

The FY 10-11 budget includes no wage increase for any City employees although health insurance rates will increase citywide by 5% and the dependent coverage subsidy paid by the City will increase from 33% to 35%.

PERFORMANCE PROFILE

Department	Program
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Public Works/Utilities

Wastewater Collection/Transmission

Program Description

Wastewater Collection is responsible for collecting an average of 466,000 gallons per day of wastewater from approximately 1,600 accounts. The City's wastewater collection system utilizes approximately 29 miles of sanitary sewer (both gravity and force main) and thirty (30) lift stations to handle the average annual production of 161 million gallons of wastewater.

The City presently relies on wholesale sewer agreement with Seminole County that allows the City to pump waste water into Seminole County's transmission main, which is interconnected to the City of Orlando's Iron Bridge Wastewater Treatment Facility.

Performance Outcomes

<u>Measure</u>	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Budget	FY 09-10 Projection	FY 10-11 Budget
<u>Input/Demand</u>					
Total Budget / Expenses	757,271	803,142	852,541	756,893	918,341
Purchased Bulk Sewer (from Seminole County)	528,866	372,378	506,600	498,666	562,700
Total FTE's	3	3	3	3	3
<u>Workload/Output</u>					
Wastewater Transmission (per 1000 gallons)	185,857	165,117	170,000	170,000	171,740
# customers served	1,630	1,650	1,650	1,650	1,650
# lift stations in service	21	30	30	30	30
Linear feet of gravity sewer main	77,000	90,280	87,640	90,280	90,280
Linear feet of gravity main cleaned	50,000	23,850	27,500	60,000	43,510
Linear feet of force main	58,000	67,640	67,460	67,640	67,640
<u>Effectiveness/Service Quality</u>					
Average time to resolve complaint (hours)	5.00	2.63	3.00	3.00	3.00
# customer complaints	1.00	1.25	5.00	5.00	10.00
# sewer backups	1.00	1.25	8.00	8.00	15.00
# DEP violations	-	-	-	-	-
<u>Efficiency</u>					
Program cost per 1000 gallons	4.07	4.86	5.01	4.45	5.35
Transmission cost per customer served	324.46	225.68	307.03	302.22	341.03

EXPENDITURE AND STAFFING SUMMARY

Department	Program				
Public Works (Utilities)	Wastewater Collection/ Transmission				
Account Category	2008-09 Budget	2008-09 Actual	2009-10 Budget	2009-10 Projection	2010-11 Budget
Salaries & Wages	108,525	105,740	107,680	105,306	106,240
Benefits	<u>40,564</u>	<u>34,594</u>	<u>35,823</u>	<u>35,283</u>	<u>38,779</u>
Total: Personal Services	<u>149,089</u>	<u>140,334</u>	<u>143,503</u>	<u>140,589</u>	<u>145,019</u>
Professional & Contractual Services	552,062	510,127	522,860	499,506	578,137
Communications	2,373	1,963	2,061	1,770	2,871
Utilities	35,810	26,922	36,900	26,420	27,760
Rentals & Leases	11,628	23,556	8,635	1,330	2,548
Insurance	7,170	6,439	6,310	6,310	7,700
Repair & Maintenance	100,913	53,024	94,301	56,058	93,660
Operating Supplies	93,612	5,170	16,271	3,988	15,706
Fuel	10,303	7,503	7,953	10,430	11,182
Miscellaneous (Travel, Training, Dues, etc.)	<u>2,735</u>	<u>60</u>	<u>3,255</u>	<u>0</u>	<u>2,735</u>
Total: Operating Expenses	<u>816,606</u>	<u>634,764</u>	<u>698,546</u>	<u>605,812</u>	<u>742,299</u>
Capital Outlay	0	24,999	0	0	0
Vehicle Replacement Transfer	<u>3,045</u>	<u>3,045</u>	<u>10,492</u>	<u>10,492</u>	<u>31,021</u>
Total: Wastewater Collection	<u>968,740</u>	<u>803,142</u>	<u>852,541</u>	<u>756,893</u>	<u>918,339</u>

Budget Highlights

FY 10-11 budget is \$65,800 or 7.7% higher than FY 09-10 due to increased operating expenses and the recalculation of the vehicle replacement transfer. The increased operating costs are mainly related to purchased sewer from Seminole County that has increased from \$2.98 to \$3.31 per 1,000 gallons. The FY 11 budget amount is based on 170 million gallons of treated wastewater that would result in purchased sewer costs of \$562,700. This is obviously the largest single cost component for this program.

Other operating expense items are down compared to FY 10 except for fuel and the vehicle replacement transfer. The vehicle replacement transfer now includes the future replacement cost of 4 lift station emergency generators and their related depreciation amount.

The FY 10-11 budget includes no wage increase for any City employees although health insurance rates will increase citywide by 5% and the dependent coverage subsidy paid by the City will increase from 33% to 35%.

**WATER AND WASTEWATER
COMBINED EXPENDITURE
AND
STAFFING SUMMARY**

CONSOLIDATED EXPENDITURE AND STAFFING SUMMARY
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Department	Program
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Public Works (Utilities)

Administration
Utility Billing/Customer Service & Meter Reading*
Production, Distribution & Maintenance
Cross Connection Control, Reclaimed Water
Wastewater Collection & Transmission

*Utility Billing and Customer Service is part of the Finance Dept. and supervised by the Finance Director. The program is included in the consolidated total to show total staffing of the Water/Wastewater Utility.

Staffing Detail	2006-07	2007-08	2008-09	2009-10	2010-11
	Budget	Budget	Budget	Budget	Budget

Water/Wastewater Administration

Public Works Director*	0.50	0.50	0.50	0.50	0.50
Utilities Manager	1.00	1.00	1.00	1.00	1.00
Assistant Utilities Manager	1.00	1.00	0.00	0.00	0.00
Administrative Assistant	1.00	1.00	1.00	1.00	1.00
Warehouse Records Specialist	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL	<u>3.50</u>	<u>3.50</u>	<u>2.50</u>	<u>2.50</u>	<u>2.50</u>

*Balance of the Public Works Director is budgeted in Public Works Administration (General Fund).

Utility Billing/Customer Service

Assist. Finance Director**	0.00	0.00	0.00	0.50	0.50
Billing Coordinator/Supervisor	1.00	1.00	1.00	1.00	1.00
CSR/Assistant Billing Clerk*	0.90	0.90	0.90	0.90	0.90
Customer Service Representative*	1.80	1.80	1.80	1.80	1.80
Meter Reader	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>1.26</u>
TOTAL	<u>5.70</u>	<u>5.70</u>	<u>5.70</u>	<u>6.20</u>	<u>5.46</u>

*The remaining portion of the above positions are allocated to the Finance Dept. in the General Fund.

Water Production

Treatment Facilities Superintendent	0.00	0.00	0.00	0.00	0.00
Treatment Facilities Supervisor	1.00	1.00	1.00	1.00	1.00
Chief Treatment Facilities Operator	0.00	0.00	0.00	0.00	0.00
Lead Facility Operator	2.00	2.00	2.00	2.00	2.00
Water Plant Operator	4.00	3.00	3.00	3.00	3.00
Water Plant Operator Trainee	1.00	1.00	1.00	0.00	0.00
Electrical Engineer Technician	1.00	1.00	1.00	0.00	0.00
Plant Maintenance Specialist	1.00	1.00	1.00	1.00	1.00
Water Conservation Coordinator	<u>1.00</u>	<u>1.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL	<u>11.00</u>	<u>10.00</u>	<u>9.00</u>	<u>7.00</u>	<u>7.00</u>

Staffing detail continued on next page

Staffing Detail (continued)	2006-07 Budget	2007-08 Budget	2008-09 Budget	2009-10 Budget	2010-11 Budget
<u>Water Distribution</u>					
Cross Connection Control Coordinator	1.00	0.00	0.00	0.00	0.00
Utilities Supervisor	1.00	1.00	1.00	1.00	1.00
Cross Connection Technician	1.00	0.00	0.00	0.00	0.00
Utility Technicians (I, II and III)	4.00	6.00	5.00	5.00	5.00
Utility Records Specialist	<u>1.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL	<u>8.00</u>	<u>7.00</u>	<u>6.00</u>	<u>6.00</u>	<u>6.00</u>
<u>Cross Connection Control and Backflow Prevention</u>					
Cross Connection Control Supervisor	0.00	1.00	1.00	1.00	1.00
Cross Connection Technician	0.00	1.00	1.00	1.00	1.00
Utility Records Specialist	<u>0.00</u>	<u>1.00</u>	<u>1.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL	<u>0.00</u>	<u>3.00</u>	<u>3.00</u>	<u>2.00</u>	<u>2.00</u>
<u>Utility Repair and Maintenance</u>					
Crew Leader II	1.00	0.00	0.00	0.00	0.00
Heavy Equipment Operator	0.00	0.00	0.00	0.00	0.00
Utilities Technician II	1.00	0.00	0.00	0.00	0.00
Utilities Technician I	<u>2.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL	<u>4.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
<u>Reclaimed Water and Water Conservation</u>					
Water Conservation Coordinator	<u>0.00</u>	<u>0.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
TOTAL	<u>0.00</u>	<u>0.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
<u>Wastewater Collection & Transmission</u>					
Wastewater Supervisor	0.00	0.00	1.00	1.00	1.00
Utility Technician II	0.00	1.00	1.00	1.00	1.00
Lift Station Mechanic (Utility Tech. I)	0.00	1.00	1.00	1.00	1.00
Wastewater Pre-Treatment Operator	<u>1.00</u>	<u>1.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL	<u>1.00</u>	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>
CONSOLIDATED TOTAL	<u>33.20</u>	<u>32.20</u>	<u>30.20</u>	<u>27.70</u>	<u>26.96</u>

CONSOLIDATED EXPENDITURE DETAIL

Department	Programs
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Public Works (Utilities)

Administration

Utility Billing/Customer Service & Meter Reading*

Production, Distribution & Maintenance

Cross Connection Control, Reclaimed Water

Wastewater Collection & Transmission

*Utility Billing and Customer Service is in the Finance Dept. and supervised by the Finance Director. The program is included in the consolidated total to present the total cost of Water/Wastewater Utility operations.

Account Category	2008-09 Budget	2008-09 Actual	2009-10 Budget	2009-10 Projection	2010-11 Budget
Salaries & Wages	1,315,600	1,236,118	1,217,120	1,202,988	1,203,339
Benefits	<u>429,179</u>	<u>361,015</u>	<u>356,804</u>	<u>367,268</u>	<u>366,647</u>
Total: Personal Services	1,744,779	1,597,133	1,573,924	1,570,256	1,569,986
Professional & Contractual Services	851,210	783,998	838,693	1,373,262	821,098
Communications	28,407	22,362	25,684	22,810	28,817
Utilities	322,730	350,439	389,362	336,620	349,139
Rentals & Leases	29,424	39,449	37,777	13,763	20,087
Insurance	207,685	186,514	197,525	197,525	199,887
Repair & Maintenance	379,535	335,481	377,722	297,286	338,286
Operating Supplies	637,301	441,848	479,624	369,602	430,865
Fuel	98,492	49,354	56,003	62,379	67,543
Miscellaneous (Travel, Training, Dues, etc.)	<u>118,546</u>	<u>96,815</u>	<u>115,264</u>	<u>112,574</u>	<u>129,296</u>
Total: Operating Expenses	2,673,330	2,306,261	2,517,654	2,785,821	2,385,018
Capital Outlay	0	24,999	0	0	0
Vehicle Replacement Transfer	<u>65,118</u>	<u>65,118</u>	<u>62,140</u>	<u>62,140</u>	<u>97,045</u>
Total: Water/Wasterwater Utility	<u>4,483,227</u>	<u>3,993,510</u>	<u>4,153,718</u>	<u>4,418,217</u>	<u>4,052,049</u>

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DEBT SERVICE

FY 10-11 Appropriations

Future Debt Service Requirements to
Maturity by Issue

DEBT SERVICE OBLIGATIONS

<u>ISSUE / EXPENSE</u>	<u>FY 06-07</u> <u>Budget</u>	<u>FY 07-08</u> <u>Budget</u>	<u>FY 08-09</u> <u>Budget</u>	<u>FY 09-10</u> <u>Budget</u>	<u>FY 10-11</u> <u>Budget</u>
<u>2002A and 2002B Public Improvement Revenue Bonds</u>					
Principal	710,000	700,000	725,000	755,000	770,000
Interest	551,331	528,816	505,016	478,771	450,276
Other Costs	<u>600</u>	<u>600</u>	<u>600</u>	<u>600</u>	<u>600</u>
Total: 2002A and 2002B PIRB	1,261,931	1,229,416	1,230,616	1,234,371	1,220,876
<u>2003 General Obligation Bond</u>					
Principal	190,000	190,000	195,000	200,000	205,000
Interest	363,936	360,137	355,861	350,792	344,791
Other Cost	<u>600</u>	<u>300</u>	<u>300</u>	<u>300</u>	<u>300</u>
Total: 2003 General Obligation Bond	554,536	550,437	551,161	551,092	550,091
<u>2006 Capital Improvements Refunding Revenue Note</u>					
Principal	115,000	124,000	128,000	137,000	141,000
Interest	109,000	80,912	76,088	71,109	65,780
Other Costs	<u>2,000</u>	<u>1,800</u>	<u>1,800</u>	<u>500</u>	<u>0</u>
Total: 2006 Revenue Note	226,000	206,712	205,888	208,609	206,780
<u>2007 Capital Improvement Revenue Note</u>					
Principal	0	0	0	195,000	205,000
Interest	0	171,712	342,449	249,145	240,038
Other Costs	<u>0</u>	<u>2,500</u>	<u>2,500</u>	<u>500</u>	<u>0</u>
Total: 2007 Revenue Note	0	174,212	344,949	444,645	445,038
<u>2009A Capital Improvement Revenue Note</u>					
Principal	0	0	0	26,400	38,700
Interest	0	0	0	41,787	29,463
Other Costs	<u>0</u>	<u>0</u>	<u>0</u>	<u>500</u>	<u>0</u>
Total: 2009A Revenue Note	0	0	0	68,687	68,163
<u>2009B Capital Improvement Revenue Note</u>					
Principal	0	0	0	25,000	25,000
Interest	0	0	0	86,108	86,108
Other Costs	<u>0</u>	<u>0</u>	<u>0</u>	<u>500</u>	<u>500</u>
Total: 2009B Revenue Note	0	0	0	111,608	111,608

DEBT SERVICE OBLIGATIONS

<u>ISSUE / EXPENSE</u>	<u>FY 06-07</u> <u>Budget</u>	<u>FY 07-08</u> <u>Budget</u>	<u>FY 08-09</u> <u>Budget</u>	<u>FY 09-10</u> <u>Budget</u>	<u>FY 10-11</u> <u>Budget</u>
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Fire/Rescue and Telephone Equipment Leases

(includes telephone system, copier, 2006 pumper, 2007 rescue vehicle & 2010 rescue vehicle)

Principal	196,828	244,608	229,966	232,894	200,020
Interest	<u>29,233</u>	<u>30,269</u>	<u>27,905</u>	<u>33,273</u>	<u>14,158</u>

Total: Fire/Rescue & Phone Leases	226,061	274,877	257,871	266,167	214,178
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2010 Fire/Rescue & Heavy Equipment Lease

(includes 2010 rescue vehicle, stormwater jet-vac and front end loader)

Principal					117,608
Interest					24,735
Other Costs					<u>0</u>

Total: Fire/Rescue & Heavy Equip. Lease					142,343
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Streetsweeper Lease

Principal	17,839	40,190	27,987	29,186	30,549
Interest	<u>4,890</u>	<u>7,209</u>	<u>5,032</u>	<u>3,712</u>	<u>2,349</u>

Total: Streetsweeper Lease	22,729	47,399	33,019	32,898	32,898
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Police In-Car Video System

Principal	0	0	39,614	70,212	0
Interest	<u>0</u>	<u>0</u>	<u>5,515</u>	<u>8,745</u>	<u>0</u>

Total: In-Car Video System	0	0	45,129	78,957	0
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*System purchase was funded in FY 09-10 from Federal confiscated funds and Byrne Dept. of Justice grant.

2010 Siemens Bank Loan

(facility energy improvements and radio read meters)

Principal					294,557
Interest					<u>120,462</u>

Total: 2010 Siemens Bank Loan	0	0	0	0	415,019
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DEBT SERVICE OBLIGATIONS

<u>ISSUE / EXPENSE</u>	<u>FY 06-07</u> <u>Budget</u>	<u>FY 07-08</u> <u>Budget</u>	<u>FY 08-09</u> <u>Budget</u>	<u>FY 09-10</u> <u>Budget</u>	<u>FY 10-11</u> <u>Budget</u>
<u>2003 Utility Revenue Bonds</u>					
Principal	140,000	145,000	145,000	150,000	155,000
Interest	371,219	367,719	364,094	360,469	355,969
Other Costs	<u>500</u>	<u>500</u>	<u>500</u>	<u>300</u>	<u>300</u>
Total: 2003 Utility Revenue Bond	511,719	513,219	509,594	510,769	511,269
<u>2004 Utility Revenue Refunding Bonds</u>					
Principal	200,000	205,000	215,000	220,000	220,000
Interest	203,210	197,210	191,060	184,610	178,010
Other Costs	<u>1,000</u>	<u>2,500</u>	<u>2,500</u>	<u>300</u>	<u>300</u>
Total: 2004 Utility Revenue Bond	404,210	404,710	408,560	404,910	398,310
<u>2007 Utility Revenue Note</u>					
Principal	0	184,500	134,000	139,000	144,000
Interest	0	67,206	140,891	135,718	130,352
Other Costs	<u>0</u>	<u>3,000</u>	<u>3,000</u>	<u>300</u>	<u>0</u>
Total: 2007 Utility Revenue Bond	0	254,706	277,891	275,018	274,352
<u>State Revolving Fund: Reclaimed Water Loan #1</u>					
Principal	82,325	135,368	171,768	151,337	155,465
Interest	57,765	112,484	74,624	86,210	82,080
Other Costs	<u>500</u>	<u>1,000</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total: SRF Loan #1	140,590	248,852	246,392	237,547	237,545
<u>Water Treatment Plant Generator Lease</u>					
Principal	67,056	69,628	72,299	75,072	77,952
Interest	26,155	23,583	20,911	18,138	15,258
Total: WTP Generator Lease	93,211	93,211	93,210	93,210	93,210
<u>CONSOLIDATED SUMMARY</u>					
Principal	1,719,048	2,038,294	2,083,634	2,406,101	2,779,851
Interest	1,716,739	1,947,257	2,109,446	2,108,587	2,139,829
Other Costs	<u>5,200</u>	<u>12,200</u>	<u>11,200</u>	<u>3,800</u>	<u>2,000</u>
TOTAL DEBT SERVICE	\$3,440,987	\$3,997,751	\$4,204,280	\$4,518,488	\$4,921,680

General Fund Debt Service Requirements to Maturity (000's)

Fiscal Year Ending Sept. 30	(in thousands) Limited Ad Valorem General Obligation Bonds Series 2003		(in thousands) Public Improvement Revenue Bonds Series 2002A		(in thousands) Public Improvement Revenue Bonds Series 2002B		(in thousands) Capital Improvement Refunding Revenue Notes Series 2006		
	<u>Principal</u>	<u>Interest</u>	<u>Principal</u>	<u>Interest</u>	<u>Principal</u>	<u>Interest</u>	<u>Principal</u>	<u>Interest</u>	
	2011	205	345	465	330	305	120	141	66
	2012	215	338	485	311	325	109	150	60
2013	220	331	505	291	340	96	149	54	
2014	230	323	525	270	350	83	157	49	
2015-2019	1,280	1,473	3,005	977	1,550	176	894	146	
2020-2024	1,585	1,171	2,170	221	0	0	200	8	
2025-2029	1,995	761	0	0	0	0	0	0	
2030-2033	1,965	239	0	0	0	0	0	0	
TOTALS	<u>\$7,695</u>	<u>\$4,981</u>	<u>\$7,155</u>	<u>\$2,400</u>	<u>\$2,870</u>	<u>\$584</u>	<u>\$1,691</u>	<u>\$383</u>	

<u>Issue</u>	<u>Issue Size</u>	<u>Term</u>	<u>Revenue Pledged</u>	<u>Purpose</u>
2003 Limited Ad Valorem General Obligation Bonds	\$9,000,000	30 years Matures in 2033	Certain ad valorem taxes not to exceed 0.9 mills per year.	Design and construction of Downtown infrastructure improvements including land acquisition as generally described in the Downtown Master Plan.
2002A Public Improvement Revenue Bonds	\$10,530,000	20 years Matures in 2022	Taxes levied and collected by the City of Oviedo on purchases of electricity, water, metered or bottled gas, and local communications services.	2002A Series refunds 1997 and 1999 Series and new 2002 Series. 1997 Series financed improvements to recreational facilities and sidewalks. 1999 Series financed improvements to OSC, construction of the gym and skateboard park and to buy additional park land. 2002A is to finance the construction of the Aquatics Center.
2002B Public Improvement Revenue Bonds	\$5,245,000	16 years Matures in 2018	Taxes levied and collected by the City of Oviedo on purchases of electricity, water, metered or bottled gas, and local communications services.	2002B Series refunds 1992 Series which refunded 1989 and 1987A Series. 1987A funded the construction of Mitchell Hammock Rd. West and Lockwood Blvd. North. 1989 Series funded the construction of the municipal complex on Alexandria Blvd.
2006 Capital Improvement Refunding Revenue Notes	\$2,190,000	14 years Matures in 2020	Local Government Half-Cent Sales Tax.	Advance refunding of City's outstanding Capital Improvement Refunding Revenue Bonds, Series 1993 which funded the construction of Riverside Park.

General Fund Debt Service Requirements to Maturity (000's) (continued)

Fiscal Year Ending Sept. 30	(in thousands) Capital Improvement Revenue Notes Series 2007		(in thousands) Capital Improvement Revenue Notes Series 2009A		(in thousands) Capital Improvement Revenue Notes Series 2010*		Total		
	<u>Principal</u>	<u>Interest</u>	<u>Principal</u>	<u>Interest</u>	<u>Principal</u>	<u>Interest</u>	<u>Principal</u>	<u>Interest</u>	
	2011	205	240	39	29	25	86	1,385	1,216
	2012	215	230	40	28	45	68	1,475	1,144
2013	225	220	42	26	45	65	1,526	1,083	
2014	235	210	44	24	45	63	1,586	1,022	
2015-2019	1,345	875	252	89	270	277	8,596	4,013	
2020-2024	1,700	529	245	28	350	199	6,250	2,156	
2025-2029	1,215	116	0	0	450	99	3,660	976	
2030-2033	0	0	0	0	105	5	2,070	244	
TOTALS	<u>\$5,140</u>	<u>\$2,420</u>	<u>\$662</u>	<u>\$224</u>	<u>\$1,335</u>	<u>\$862</u>	<u>\$26,548</u>	<u>\$11,854</u>	

*estimated P&I - issuance in 2010

<u>Issue</u>	<u>Issue Size</u>	<u>Term</u>	<u>Revenue Pledged</u>	<u>Purpose</u>
2007 Capital Improvement Revenue Notes	\$5,700,000	20 years Matures in 2027	Local Government Half Cent Sales Tax	Partial financing for the cost of the acquisition, construction and equipping of Fire Station 48 and related administrative building and of a public works complex consisting of administration, operations and fleet maintenance facility including fuel depot.
2009A Capital Improvement Revenue Notes	\$688,500	15 Years Matures in 2022	Electric Franchise Fees	Acquisition of Oviedo Materials, Inc. Landfill "Martin Property" to provide for the future extension of the Oviedo Sports Complex.
2010 Capital Improvement Revenue Notes	\$1,335,000	20 years Matures in 2018	Local Government Half Cent Sales Tax	Financing to renovate the Public Works Fleet Maintenance building including office space for maintenance operations supervisory staff, heavy equipment storage bays, automated car wash system and interior renovations of a metal and concrete building.



The City of Oviedo

**PROPOSED
FIVE YEAR
CAPITAL IMPROVEMENTS
PROGRAM**

Project Listings By
CIP Category

Financing Summary by
Major Revenue Source

FIVE YEAR CAPITAL IMPROVEMENTS PROGRAM

The Five Year Capital Improvements Program (CIP) is a multi-year plan of proposed capital improvement projects. The CIP is produced as its own document, separate from the annual city operating budget, but remains a companion document. Primarily, the CIP is a planning document to alert the City to upcoming large financing requirements for needed public improvements and to develop financing strategies for their accomplishment. The impact on operations is an important factor since increases to operating costs must be covered by anticipated operating revenue. With the potential to significantly impact the operating budget, both the CIP and the Annual Budget must be created in unison. Only those projects scheduled during the first year of the CIP will be funded and adopted as part of the City's Annual Budget.

Capital Expenditures

A permanent addition to the City's fixed assets that includes projects such as road improvements, recreation and general facility improvements, replacement and acquisition of vehicles and water/wastewater and stormwater drainage improvements. Capital expenditure projects generally have a total value of at least \$25,000 or more, have a minimum useful life of five years, and are included in a separate 5 Year Capital Improvements Program (CIP).

The CIP serves as the companion to the Capital Improvements Element of the Comprehensive

Plan, which outlines capital expenditures improvements that are required to maintain adopted levels of service and keep pace with community growth. The 5 Year CIP also is a primary tool for implementing the City's Strategic Priorities, particularly:

- Ensuring that new growth does not outstrip the City's infrastructure capacity.
- Reducing existing infrastructure deficits.

Significant Assumptions

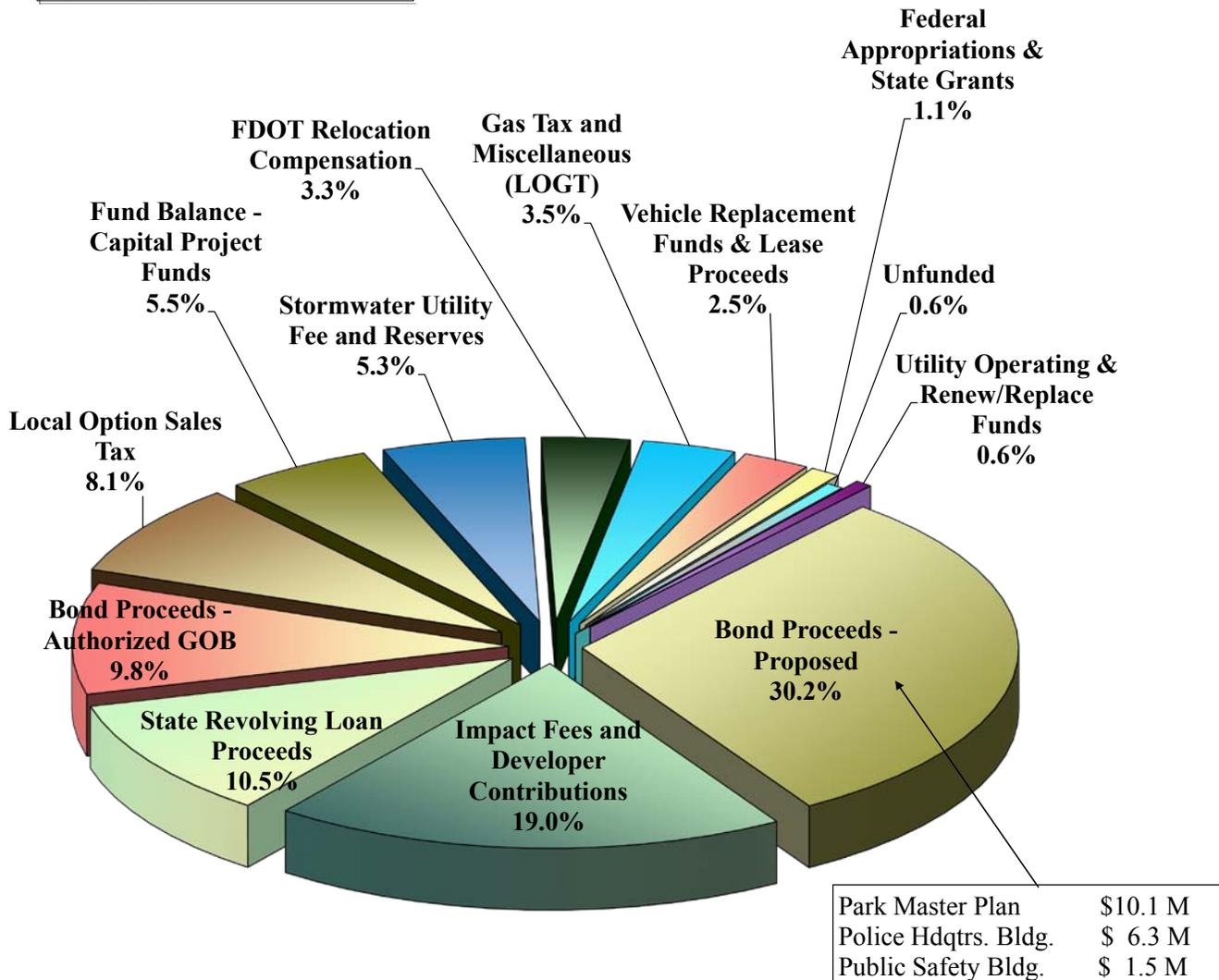
Projects included in the CIP are recommended for funding based on one or more of the following factors:

1. Involves necessary or planned maintenance, renovation or construction of an existing facility, equipment or infrastructure.
2. Reflects a prior multi-year commitment previously approved by the City Council.
3. Enhances the use or appearance of an existing facility or City-maintained public area.
4. Included in a previous Master Plan or conceptual plan previously considered and endorsed or reviewed by the City Council.

5 Year CIP: Financing Summary by Major Revenue Source

Bond Proceeds - Proposed	21,563,444	30.2%
Impact Fees and Developer Contributions	13,586,195	19.0%
State Revolving Loan Proceeds	7,463,462	10.5%
Bond Proceeds - Authorized GOB	6,963,879	9.8%
Local Option Sales Tax	5,800,000	8.1%
Fund Balance - Capital Project Funds	3,904,440	5.5%
Stormwater Utility Fee and Reserves	3,793,060	5.3%
FDOT Relocation Compensation	2,336,972	3.3%
Gas Tax and Miscellaneous (LOGT)	2,486,486	3.5%
Vehicle Replacement Funds & Lease Proceeds	1,788,130	2.5%
Federal Appropriations & State Grants	800,000	1.1%
Unfunded	460,000	0.6%
Utility Operating & Renewal/Replacement Funds	448,253	0.6%
TOTAL	71,394,321	100.0%

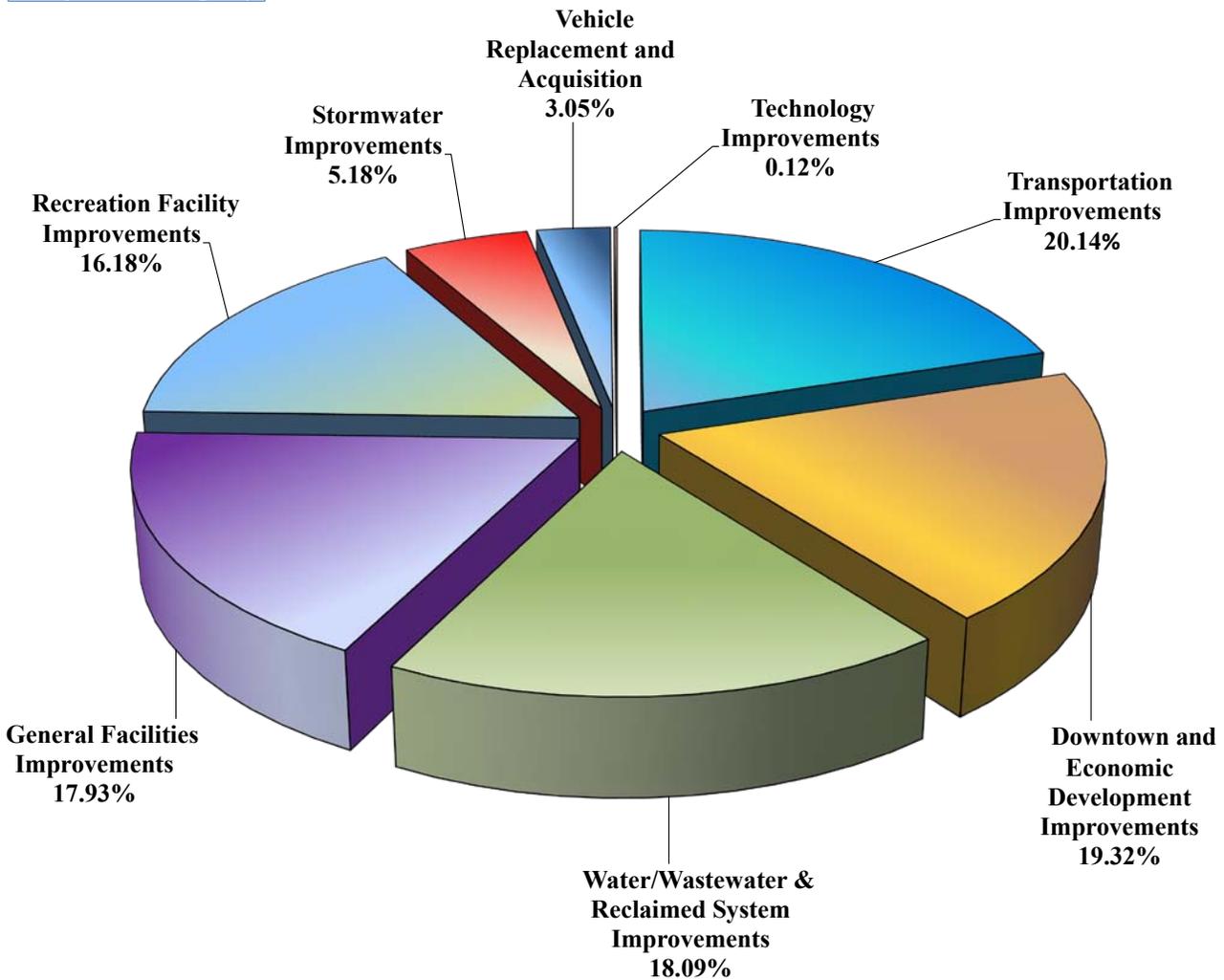
**5 Year CIP
Financing Summary
by Major Revenue Source**



5 YEAR CIP: EXPENDITURES BY PROJECT CATEGORY

Transportation Improvements	\$14,378,058	20.14%
Downtown and Economic Development Improvements	13,795,060	19.32%
Water/Wastewater & Reclaimed System Improvements	12,916,980	18.09%
General Facilities Improvements	12,799,540	17.93%
Recreation Facility Improvements	11,550,500	16.18%
Stormwater Improvements	3,696,230	5.18%
Vehicle Replacement and Acquisition	2,174,813	3.05%
Technology Improvements	83,140	0.12%
TOTAL: 5 YEAR CIP EXPENDITURES	\$71,394,321	100.0%

**5 Year CIP
Expenditures by
Project Category**



<u>CIP CATEGORY</u>	<u>FY 10-11</u>	<u>FY 11-12</u>	<u>FY 12-13</u>	<u>FY 13-14</u>	<u>FY 14-15</u>	<u>TOTAL</u>
DOWNTOWN AND ECONOMIC DEVELOPMENT IMPROVEMENTS						
<u>New Downtown Center Infrastructure</u>						
-Construction Inspection Services	-	159,600	68,400	-	-	228,000
-Intersection Improvements/Signalization:(Mitchell Hammock & Oviedo Way)	-	32,850	438,000	-	-	470,850
-Oviedo Circle	-	2,510,775	-	-	-	2,510,775
-Oviedo Court	-	678,393	-	-	-	678,393
-Oviedo Way	-	-	783,770	-	-	783,770
-Landscaping, Hardscaping & Streetlighting	-	-	2,163,843	-	-	2,163,843
-Amphitheatre	-	2,021,092	1,800,000	-	-	3,821,092
-Community Park	-	673,885	2,464,452	-	-	3,138,337
Sub Total: New Downtown Center Infrastructure	-	6,076,595	7,718,465	-	-	13,795,060
Total: Downtown and ED Improvements	-	6,076,595	7,718,465	-	-	13,795,060
GENERAL FACILITIES IMPROVEMENTS						
<u>Public Works Complex</u>						
- Construction	-	-	-	-	-	-
- Fleet Maintenance Building	700,000	-	-	-	-	700,000
- Metal Building Rebuild	65,000	-	-	-	-	65,000
- Equipment Storage Bays	200,000	-	-	-	-	200,000
- Car Wash System	120,000	-	-	-	-	120,000
- Fleet building Equipment and Furnishings	82,000	-	-	-	-	82,000
Sub Total: Public Works Complex	1,167,000	-	-	-	-	1,167,000
<u>Police Headquarters Building</u>						
- Preliminary Design	52,000	-	-	-	-	52,000
- Engineering/Design	225,000	100,000	-	-	-	325,000
- General Conditions	-	225,000	-	-	-	225,000
- Site Work	-	572,250	-	-	-	572,250
- Construction - New Facility	-	1,259,748	3,779,242	-	-	5,038,990
- Inspections/Testing	-	25,000	25,000	-	-	50,000
- Furniture, Fixtures, and Equipment	-	-	400,000	-	-	400,000
- Renovation of Existing Public Safety Building	-	100,000	325,000	975,000	-	1,400,000
- Furniture, Fixtures, and Equipment	-	-	-	104,000	-	104,000
Sub Total: Police Headquarters Building (new)	277,000	2,281,998	4,529,242	1,079,000	-	8,167,240
<u>Emergency Power Equipment</u>						
- Generators & Installation (Annex/EOC)	175,000	-	-	-	-	175,000
Sub Total: Emergency Power Equipment	175,000	-	-	-	-	175,000
<u>HVAC Chiller</u>						
- Chiller Unit Replacement	69,900	-	-	-	-	69,900
- Air Handler Unit	32,400	-	65,000	-	-	97,400
Sub-Total: HVAC Chiller	102,300	-	65,000	-	-	167,300
<u>Mitchell Hammock Lighting and Beautification</u>						
- Engineering/Design	-	25,000	-	-	-	25,000
- Landscaping/Hardscape (unfunded)	-	-	170,000	-	-	170,000
- Street Lighting (unfunded)	-	-	265,000	-	-	265,000
Sub Total: MH Lighting and Beautification	-	25,000	435,000	-	-	460,000
<u>Gateway and Road Beautification</u>						
- Winter Springs Blvd.	28,000	-	-	-	-	28,000
- West Mitchell Hammock Road	-	-	155,000	-	-	155,000
- SR 426 Median	-	-	-	35,000	-	35,000
- North Lockwood Road	-	50,000	-	-	-	50,000
- CR 419 Medians	-	-	-	50,000	-	50,000
Sub Total: Gateway and Road Beautification	28,000	50,000	155,000	85,000	-	318,000

<u>CIP CATEGORY</u>	<u>FY 10-11</u>	<u>FY 11-12</u>	<u>FY 12-13</u>	<u>FY 13-14</u>	<u>FY 14-15</u>	<u>TOTAL</u>
<u>Neighborhood Improvements - Improving Oviedo Neighborhoods</u>						
- Fence Repair - Round Lake Park	-	20,000	-	-	-	20,000
- Electronic Speed Signs - Reed Ave	-	-	10,000	-	-	10,000
- Traffic Calming - Reed Road	-	80,000	-	-	-	80,000
- Landscape Enhancements - Reed Ave	-	-	10,000	-	-	10,000
- Crosswalk/Street Striping and Improved Signage	-	-	10,000	-	-	10,000
- Trash Receptacles and Site Furniture	-	-	5,000	-	-	5,000
- Shoulder Grading	-	-	10,000	-	-	10,000
Sub Total: Neighborhood Improvements - ION	-	100,000	45,000	-	-	145,000
<u>Facility Relocation: Fire Station #44 and Memorial Bldg.</u>						
Fire Station #44:						
- Design	-	-	-	200,000	1,800,000	2,000,000
- Construction	-	-	-	-	-	-
Memorial Bldg. Relocation	-	-	-	-	200,000	200,000
Sub Total: Facility Relocation	-	-	-	200,000	2,000,000	2,200,000
Total: General Facilities and Improvement	1,749,300	2,456,998	5,229,242	1,364,000	2,000,000	12,799,540

PARKS AND RECREATION IMPROVEMENTS

Master Plan Projects

- Engineerin/Design and Permitting	-	-	-	-	-	-
- Round Lake Park	-	-	-	-	-	-
- Shane Kelly Fields	-	260,000	-	-	-	260,000
- OSC/LongLake	-	-	300,000	-	-	300,000
- Land Acquisition	-	400,000	1,100,000	500,000	500,000	2,500,000
- Round Lake Field & Park Renovations (Phase I)	-	837,500	-	-	-	837,500
- Cover Existing Playgrounds	-	312,500	312,500	-	-	625,000
- Practice Fields	-	-	-	-	-	-
- Multi-purpose Fields (Shane Kelly)	-	-	1,625,000	1,625,000	-	3,250,000
- Oviedo Sports Complex/Long Lake Renovation	-	-	-	1,875,000	1,875,000	3,750,000
Sub Total: Master Plan Projects	-	1,810,000	3,337,500	4,000,000	2,375,000	11,522,500

Perimeter Field Fencing

- Long Lake Park	28,000	-	-	-	-	28,000
Sub Total: Perimeter Field Fencing	28,000	-	-	-	-	28,000

Total: Parks and Recreation Improvements

28,000 1,810,000 3,337,500 4,000,000 2,375,000 11,550,500

TECHNOLOGY IMPROVEMENTS

Geographic Information System

- GTG Technical Support	37,000	-	-	-	-	37,000
- Software Maintenance	4,540	-	-	-	-	4,540
- Software	35,000	-	-	-	-	35,000
- Training	6,600	-	-	-	-	6,600
Sub Total: Geographic Information System	83,140	-	-	-	-	83,140

Total: Technology Improvements

83,140 - - - - 83,140

TRANSPORTATION IMPROVEMENTS

Sidewalk Repair and Connectivity

- Sidewalk Trip and Fall Hazard - Repairs	50,000	50,000	50,000	75,000	75,000	300,000
- New Sidewalks and Connectivity	-	-	-	112,547	66,192	178,739
Sub Total: Sidewalk Repair and Connectivity	50,000	50,000	50,000	187,547	141,192	478,739

Jackson Heights Middle School Sidewalk Improvements

- Sidewalk Construction	-	636,972	-	-	-	636,972
Sub Total: Jackson Heights Middle School Sidewalk	-	636,972	-	-	-	636,972

<u>CIP CATEGORY</u>	<u>FY 10-11</u>	<u>FY 11-12</u>	<u>FY 12-13</u>	<u>FY 13-14</u>	<u>FY 14-15</u>	<u>TOTAL</u>
<u>Intersection Improvements (Mitchell Hammock Rd. Corridor)</u>						
- Intersection Improvements (Mitchell Hammock & S. Lake Jesup)	60,000	250,000	-	-	-	310,000
- Signalization (MH & S. Lake Jesup)	-	150,000	-	-	-	150,000
Sub Total: Intersection Improvements	60,000	400,000	-	-	-	460,000
<u>SR426/CR419 (Phase 1A Option)</u>						
- Right-of-Way Acquisition	5,800,000	-	-	-	-	5,800,000
- Right-of-Way Acquisition (City Share)	425,000	-	-	-	-	425,000
- Construction (SR 426/SR 434 realignment)	-	1,725,000	-	-	-	1,725,000
Sub Total: SR426/CR419	6,225,000	1,725,000	-	-	-	7,950,000
Road Resurfacing	492,243	465,255	373,919	339,054	637,276	2,307,747
<u>Transportation Master Plan</u>						
- Lockwood Median Widening - Design & Construction	-	20,000	80,000	-	-	100,000
- Mitchell Hammock East Bound Turn Lane Extension @ SR 434 (Design & Construction)	652,100	-	-	-	-	652,100
- Evans Street Extension - Design & Construction	96,000	600,000	-	-	-	696,000
- Clonts Street Reconstruction	-	-	541,800	474,100	-	1,015,900
- Roadway Extension Preliminary Engineering Analysis	-	-	-	42,600	-	42,600
Sub Total: Transportation Master Plan	748,100	620,000	621,800	516,700	-	2,506,600
<u>Unpaved Road Construction - Surface Rehabilitation</u>						
Re-Mixing Existing Surface	10,000	-	-	-	-	10,000
Equipment Rental (grading & compaction)	3,000	-	-	-	-	3,000
Asphalt Treatment Allowance:						
- Douglas Street (Washington to SR 426)	15,000	-	-	-	-	15,000
- Graham Ave./Lejune Ave.	10,000	-	-	-	-	10,000
Sub Total: Unpaved Road Construction	38,000	0	0	0	0	38,000
Total: Transportation Improvements	7,613,343	3,897,227	1,045,719	1,043,301	778,468	14,378,058
VEHICLE/EQUIPMENT REPLACEMENT AND NEW ACQUISITIONS						
<u>General Fund Related Departments</u>						
- Replacement Vehicles	-	158,760	246,010	258,910	362,450	1,026,130
- New Acquisitions						
- Skid Steer with Attachments	-	-	-	-	-	-
- Wheel Loader	-	-	-	42,000	-	42,000
<u>Fire/Rescue Vehicles*</u>						
- Pumper Replacement	-	-	475,000	-	-	475,000
- Rescue Vehicle Replacement	-	245,000	-	-	-	245,000
<u>Stormwater Utility Maintenance</u>						
- Maintenance Vehicles	-	-	31,830	-	-	31,830
- New Acquisitions - Track Skid Steer	65,000	-	-	-	-	65,000
<u>Water/Wastewater Utility</u>						
- Replacement Vehicles	-	111,353	157,440	-	21,060	289,853
Total: Vehicle Replacement and New Acquisitions	65,000	515,113	910,280	300,910	383,510	2,174,813
WATER / WASTEWATER UTILITY IMPROVEMENTS						
<u>WATER SYSTEM IMPROVEMENTS</u>						
<u>Alternative Water</u>						
- Surface Water Facility - Joint Engineering Analysis (Oviedo Share)	40,397	49,452	49,451	-	-	139,300
Sub Total: Alternative Water	40,397	49,452	49,451	-	-	139,300
<u>Renewal and Replacement Projects</u>						
- General System Maintenance	52,800	52,800	52,800	-	-	158,400
Sub Total: Renewal and Replacement Projects	52,800	52,800	52,800	-	-	158,400

<u>CIP CATEGORY</u>	<u>FY 10-11</u>	<u>FY 11-12</u>	<u>FY 12-13</u>	<u>FY 13-14</u>	<u>FY 14-15</u>	<u>TOTAL</u>
<u>Potable Water System: Capacity Improvements</u>						
- Franklin St. 8 in. Water Main	-	143,000	-	-	-	143,000
- Carib and Tomoka 6 in. Main Upgrade	48,000	-	-	-	-	48,000
- Eyrie Dr. 8 in Water Main	53,000	146,000	-	-	-	199,000
- Sharon and Vicki Ct 6 in. Main Upgrade	35,000	-	-	-	-	35,000
- Emergency Interconnect between Oviedo & Winter Springs	69,000	-	-	-	-	69,000
- North Pine St. 10 in. Water Main	-	-	130,000	471,000	-	601,000
- Lockwood Blvd. 16 in. Water Main	-	-	-	226,000	830,000	1,056,000
Sub Total: Potable Water System Improvements	205,000	289,000	130,000	697,000	830,000	2,151,000
Total: Water System Improvements	298,197	391,252	232,251	697,000	830,000	2,448,700
<u>WASTEWATER SYSTEM IMPROVEMENTS</u>						
<u>Wastewater System: Capacity Improvements</u>						
- Oviedo Blvd. 12 in. Force Main	-	-	140,980	-	-	140,980
- Master Lift Station Rehab. and Pump Upgrades	-	296,630	-	-	-	296,630
- Downtown Lift Station Reroute to Oviedo Blvd.	50,000	-	-	-	-	50,000
- Kingsbridge East Lift Station Pump Upgrade	-	-	15,950	123,985	-	139,935
- Kingsbridge East 8 in. Force Main Reroute	-	-	44,860	348,709	-	393,569
- E. Mitchell Hammock Rd. 16in. Force Main	-	-	-	227,246	1,756,458	1,983,704
Sub Total: Wastewater Capacity Improvements	50,000	296,630	201,790	699,940	1,756,458	3,004,818
Total: Wastewater System Improvements	50,000	296,630	201,790	699,940	1,756,458	3,004,818
<u>RECLAIMED DISTRIBUTION SYSTEM IMPROVEMENTS</u>						
<u>Reclaimed Water System Improvements</u>						
- Twin Rivers Phase 1	1,383,660	-	-	-	-	1,383,660
- Twin Rivers Phase 1 Remainder Retrofit	-	-	780,798	2,050,724	-	2,831,522
- Twin Rivers Phase 2 Remainder Retrofit	-	-	-	-	2,173,768	2,173,768
- Alafaya Woods Section 17 & 18	-	1,074,512	-	-	-	1,074,512
Sub Total: Reclaimed Water System Improvements	1,383,660	1,074,512	780,798	2,050,724	2,173,768	7,463,462
Total: Water/Wastewater Improvements	1,731,857	1,762,394	1,214,839	3,447,664	4,760,226	12,916,980
<u>STORMWATER IMPROVEMENTS</u>						
<u>Stormwater Infrastructure Improvements</u>						
- Aulin Ave South	993,634	-	-	-	-	993,634
- Willa Lake Circle/Corbin Ct.	35,000	297,364	-	-	-	332,364
- Twin Oaks Circle	10,000	-	-	-	-	10,000
- Alafaya Woods Blvd Culvert	-	85,619	356,747	-	-	442,366
- Beckstrom Drive - Stout Ct.	-	64,179	223,856	-	-	288,035
- Pearson to Conley Ditch	-	-	-	372,009	-	372,009
- Timberwood Trail Pond	-	-	-	70,213	197,188	267,401
- Aulin Ave North	-	-	-	159,573	75,000	234,573
- East Franklin Street Culvert	-	14,293	49,000	-	-	63,293
- Division Street Culvert	-	-	5,000	-	215,055	220,055
- Celery Circle	-	-	-	-	10,000	10,000
- Stormwater Conveyance System Analysis	125,000	-	-	-	-	125,000
Subtotal: Stormwater Improvements	1,163,634	461,455	634,603	601,795	497,243	3,358,730
<u>Stormwater Lining Replacement</u>						
- Mead Manor	160,000	55,000	67,500	55,000	-	337,500
Subtotal: Stormwater Lining Replacement	160,000	55,000	67,500	55,000	-	337,500
Total: Stormwater Improvements	1,323,634	516,455	702,103	656,795	497,243	3,696,230
5 YEAR CIP TOTAL	12,594,274	17,034,782	20,158,148	10,812,670	10,794,447	71,394,321

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SUMMARY OF GENERAL LIABILITY AND WORKERS COMPENSATION PREMIUMS

The following schedule is presented for informational purposes only. The insurance costs shown below are budgeted within all Department and Program budgets within the General, Building Services, Stormwater and Water/Wastewater Funds.

<u>Insurance Type</u>	<u>2006-07</u>	<u>2007-08</u>	<u>2008-09</u>	<u>2009-10</u>	<u>2010-11</u>	<u>2010-11</u> <u>% Incr.</u> <u>/(Decr.)</u> <u>Over</u> <u>2009-10</u>
Workers Compensation	396,995	407,865	437,257	320,346	334,927	3.3%
<u>General Liability, Automobile and Miscellaneous</u>						
Property (including appraisal fee)	362,698	477,063	350,273	304,401	273,095	-8.9%
General Liability	105,651	105,802	116,392	84,623	82,453	-1.9%
Automobile Liability	90,499	90,688	99,764	72,533	70,545	-2.0%
Errors & Omissions	45,275	45,344	49,882	36,267	35,292	-2.0%
Pollution Insurance (Storage Tanks)	24,026	39,461	19,431	15,070	15,070	0.0%
Flood Insurance (Round Lake & Riverside Parks)	3,254	3,529	3,265	3,481	3,655	5.3%
Special Risk (Fire/Police) - Accidental Death	4,025	3,876	3,859	3,816	4,027	5.5%
Boiler and Machinery	<u>5,415</u>	<u>4,884</u>	<u>4,921</u>	<u>4,904</u>	<u>3,112</u>	<u>-36.4%</u>
Sub-Total: GL, Automobile and Miscellaneous	640,843	770,647	647,787	525,095	487,249	-5.8%
Total: General Liability & Workers Comp. Costs	<u>1,037,838</u>	<u>1,178,512</u>	<u>1,085,044</u>	<u>845,441</u>	<u>822,176</u>	<u>-2.1%</u>

Glossary of Budget Terms

ACTUAL

Previously occurred, i.e., monies, which have already been used or received, as opposed to budgeted monies that are estimates of possible monies to be spent or received.

AD VALOREM TAX

A tax paid on the fair market value of real property (land and buildings) and personal property (business equipment). Fair market or "just" value is determined by the County Property Appraiser as of January 1 of each year, under the guidelines of Chapter 193, Florida Statutes.

ASSESSED VALUATION

A valuation set upon real estate or personal property by the County's Property Appraiser and the State as a basis for levying taxes.

BUDGET

An estimate of probable income and expenditures for a fiscal year period, (October 1 - September 30) with a program or organizational plan for maintaining a proper balance between the two.

CAPITAL EXPENDITURES

Permanent additions to the City's fixed assets which include projects such as road improvements, land acquisition, facilities and park construction or renovation, and replacement or acquisition of equipment and vehicles. Capital expenditures generally have a value of \$25,000 or more, have a minimum useful life of five years and are included in a separate capital budget plan.

CAPITAL OUTLAY

Items with a per unit cost value of more than \$5,000 such as office equipment or furniture, computer hardware and similar items with a useful life of one year or more.

DEBT SERVICE

Payments of annual principal and interest on long and short-term debt issues of the City.

EQUITY AND POOLED CASH (NET)

The cash position of an enterprise fund at the beginning or end of a fiscal year net of liabilities such as accounts payable, wages and contracts payable and utility customer deposits.

ESTIMATED REVENUES

Annualized projections of income to be received in a fiscal year.

FISCAL YEAR

The twelve-month financial period used by the City beginning October 1 and ending September 30 of the following calendar year.

FTE

Full time equivalent position, which is calculated on the basis of the number of hours that a position is budgeted (i.e. 1 FTE = 2080 hours, .5 FTE = 1040 hours, .25 FTE = 520 hours).

FUND

An accounting entity that has a set of self-balancing accounts and that records all financial transactions or specific activities of government functions.

FUND BALANCE

Surplus of income over expenditures (i.e. prior years' surplus) within a fund that is carried over from prior years and may be appropriated in the budget to support anticipated expenditures.

FUND TYPES

General Fund: accounts for most of the general operating revenues and basic operational services associated with City government. It is used to account for all financial resources, except those required to be accounted for in another fund.

Special Revenue Funds: account for the receipts from revenue sources that are legally restricted for specific activities.

(e.g. Impact Fees, Local Option Gas Tax, Law Enforcement Block Grant).

Capital Improvement Funds: account for the acquisition and construction of major capital facilities. These funds are limited to accounting for the receipts and the expenditures on capital projects.

Debt Service Funds: account for the financing of general long-term debt principal and interest.

Enterprise Funds: account for operations financed and operated in a manner similar to private business enterprises. (e.g. Water and Sewer and Stormwater)

Internal Service Funds: account for the financing of goods and services provided by one department or agency to other departments or agencies of the governmental unit, or to other governmental units, on a cost reimbursement basis.

Trust and Agency Funds: account for assets held by a governmental unit in a trustee capacity or as an agent for individuals, private organizations, other governmental units, and/or other funds.

GENERAL OBLIGATION BOND (GOB)

Also known as a “full faith and credit bond” is one of four basic forms of long term debt that pledges the general credit and taxing powers of the borrowing government jurisdiction. Since the power to levy and collect property taxes provides the basic security to these bonds, voter approval is required for issuance.

MILLAGE RATE

The rate at which real and personal property is taxed, with one mill equal to \$1.00 per \$1000 of assessed taxable value. For example, a property tax rate of 2.5 mills would mean a tax of \$2.50 per \$1,000 of assessed taxable value.

OPERATING BUDGET

That part of the City budget, which accounts for income used to support expenditures, which are annually recurring.

OPERATING EXPENSES

Includes expenditures for goods and services, which primarily benefit the current period and are not defined as personal services or capital outlay.

PERSONAL SERVICES EXPENSE

Expenses for salaries, wages, workers compensation, health/life insurance and retirement contributions provided to employees of the City.

PROPERTY TAX RATE

Taxes derived from all non-exempt real and personal property located within the County. Property taxes are computed on the basis of multiplying the millage rate by the value of real or personal property expressed per thousand.

ROLL-BACK MILLAGE RATE

The tax rate, which produces the same amount of taxes as, levied in the prior year when calculated against the current year's tax base exclusive of new construction.

TRANSFERS

Internal movements of revenue among funds in the budget, to provide needed sources of financing or reimbursements for expenses incurred on behalf of another fund.

TRIM (Truth in Millage law)

A statutory process which requires a specific (Truth in Millage) method of calculating the tax rate, form of notice to advise the public of proposed taxes for various taxing authorities, and public hearing and advertisement requirements to adopt final budgets and millage rates.

USER FEE

Charges for specific services rendered only to those paying such charges (i.e. water and sewer service fees, recreational fees).

Oviedo Demographics: Fast Facts & Stats

Despite its 'old-Florida' heritage, the demographics of Oviedo reflect the City's recent growth and development and its well-earned appeal to young families and well-educated professionals. ESRI Business Information Solutions LifeMode categories provide key insights into Oviedo's demographic composition. LifeMode categories include: Suburban Periphery (88.4%) and Urban Outskirts (11.6%). Within the Suburban Periphery category, Oviedo residents fall into three of seven possible sub-categories:

Suburban Periphery

Up and Coming Families (42.1%): which represent the second highest growth market and the youngest of the affluent family markets. These days, residents are more Generation X than baby-boom. Despite the change in generations, the profile remains that of young, affluent families with small children. Homes are new with a median value of \$157,000.

Sophisticated Squires (26.3%): are younger, well-educated families who have escaped urban life for cultured country living in low-density, newer developments with a median home value of \$195,000. They hold professional employment positions and have elected to commute to maintain their semi-rural lifestyles.

In Style (19.9%): households favor the lifestyle of city dwellers even though they're in the suburbs, preferring townhouses to more traditional, single-family homes. These professional couples have careers but few children. Their median age is 37.6.

Urban Outskirts

Boomburbs (11.6%): Members of the Boomburb category are young families living a busy, active lifestyle who populate neighborhoods where the rising home value is nearly \$250,000. Two incomes and two vehicles support and transport most of these households.

In the last 10 years, Oviedo has experienced rapid growth of new planned unit developments. Approximately 85 percent of the housing units in Oviedo are detached single-family residential homes. The housing styles vary from basic starter homes to luxury estate homes and all available styles in between. The City plans to construct 1,200 multi-family and townhome units within the new Oviedo on the Park downtown center. These units will include both owner-occupied properties and rental opportunities.

Oviedo's housing values remain extremely stable, especially in light of today's economy. In 2000, the median value for housing in Oviedo was \$131,300. Now, the median value of

housing in Oviedo is \$203,226. Even though the 2009 value is a slight decrease from 2008, Oviedo's housing values have remained at a level well above the 2000 median value. This value has been maintained through the relative young age of Oviedo's housing units and the high rate of home ownership. Since 1990, more than 60 percent of the City's housing units have been constructed. In 2009, approximately 77 percent of Oviedo's housing units are owner-occupied, and 13 percent are renter-occupied. The City has a relatively low vacancy rate of approximately 9.7 percent.

Education

Most of Oviedo's residential neighborhoods are located within a few miles of one of the City's five elementary schools. In 2008, Oviedo received a \$647,000 Safe Routes to School Grant from the Florida Department of Transportation. The grant is being used to improve and build new sidewalks around Jackson Heights Middle School (JHMS), to demarcate crosswalks, install warning signs and advisory speed plates along CR 419, and install additional bike racks within the JHMS campus.

In addition to several top-rated private and parochial schools, Oviedo is served by two public high schools, five elementary, and two middle schools, all of which are rated "A" by the State of Florida. Approximately 85% of the children enrolled in Oviedo's school system are enrolled in the public schools.

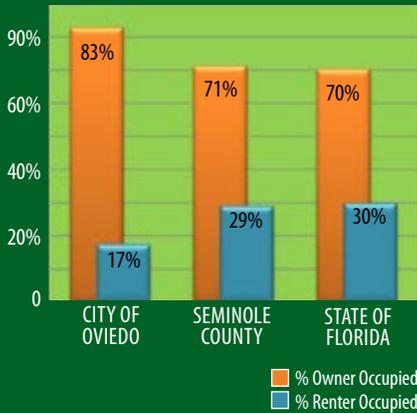
Oviedo is less than three miles from the University of Central Florida (UCF). Offering 225 degree programs, it has become an academic and research leader in numerous fields such as optics, modeling and simulation, engineering and computer science, business administration, education, science, hospitality management and digital media. UCF's 1,415-acre main campus provides modern facilities with wireless capabilities, and 600-acres set aside for lakes, woods and the College of Graduate Studies. Over 53,000 students attend UCF's main campus and its 11 regional campuses located throughout Central Florida.

Seminole State College (SSC) of Florida has a campus located in Oviedo. SSC is a full-service education provider offering four-year degrees and two-year college-credit degrees (A.A., A.S.), as well as, specialized career certificates, continuing professional education, and adult education. Additionally, SSC offers an array of culturally stimulating events including theatrical and musical performances, planetarium shows, and culturally relevant guest speakers.

Oviedo offers the educational resources to provide residents with a top-flight education from primary school through post-graduate studies without ever having to leave the area.

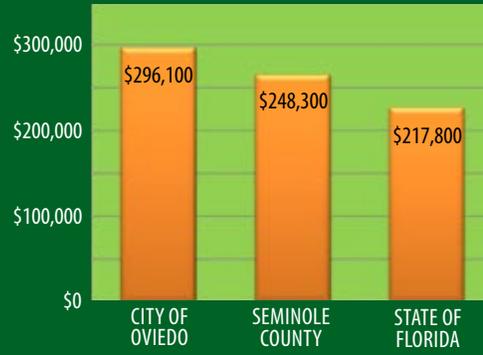
HOUSING TENURE

Source: US Census Bureau, 2006-2008 American Community Survey



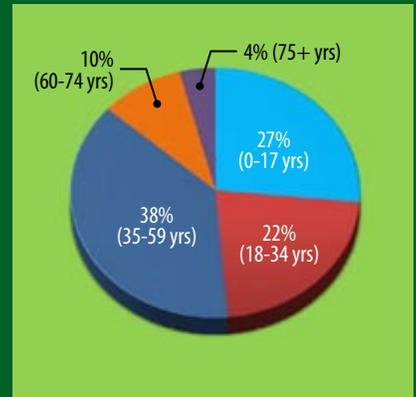
MEDIAN HOME VALUE OF OWNER-OCCUPIED UNITS

Source: US Census Bureau, 2005-2007 American Community Survey



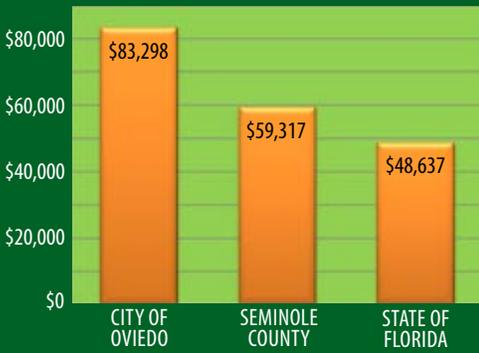
POPULATION BY AGE

Source: Decision Data Resources, June 2009, Metro Orlando EDC



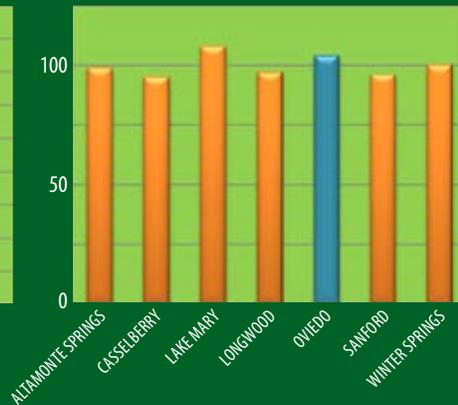
MEDIAN HOUSEHOLD INCOME

Source: US Census Bureau, 2006-2008 American Community Survey



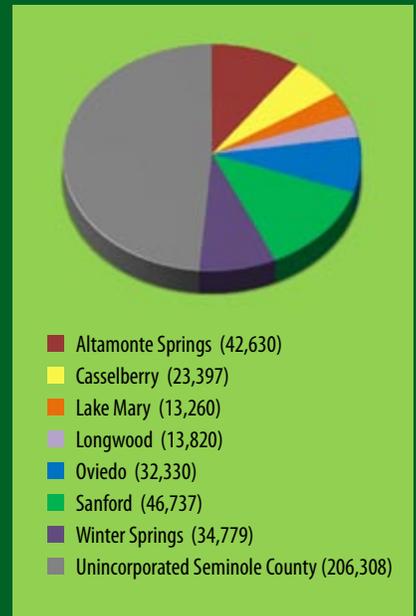
COST OF LIVING

Source: Sterling's Best Places 2009



POPULATION BY JURISDICTION

Source: Bureau of Economic and Business Research (BEBR), 2009 Estimates



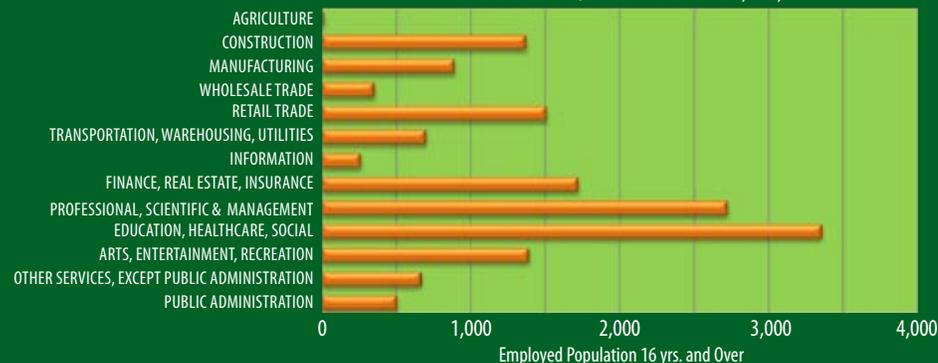
EDUCATIONAL ATTAINMENT

Source: US Census Bureau, 2006-2008 American Community Survey



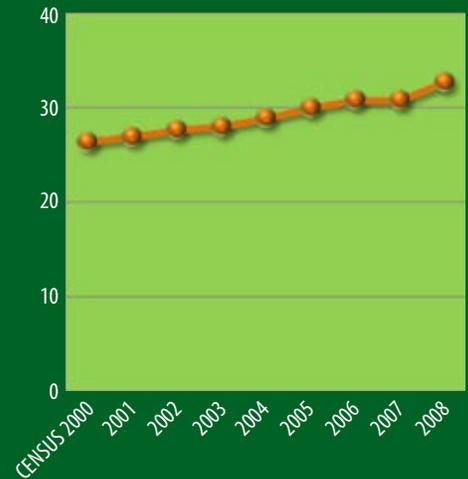
INDUSTRY DISTRIBUTION

Source: US Census Bureau, 2006-2008 American Community Survey



POPULATION BY GROWTH IN THOUSANDS

Source: Population Division, U.S. Census Bureau, July 1, 2009





The City of Oviedo

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