



OVIEDO
Florida

BUDGET PROSPECTUS



FY 2014-15
2ND QUARTER



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This report is compiled and edited in-house
by the City of Oviedo
Management Services Department
Budget Division

under the direction of:

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City Manager

and by

Robin R. Hayes
Director of Management Services

Gail A. Bigelow
Management Analyst

August 3, 2015

Honorable Mayor and City Council of the City of Oviedo,

Provided to you is the second quarter Budget Prospectus reflecting the financial information processed by the City through March 31, 2015, and an update on the Strategic Plan as of the same period. This Prospectus information is cumulative on a quarterly basis; whereas the strategic plan data represents the current quarter only. The goal is to provide you a status review of the 2nd Quarter for financial and performance information pursuant to the Budget and the Strategic Plan.

In reviewing the Strategic Plan, staff reviewed the Strategies and Objectives and provided an overall status. Items in the Accomplishment category reflect only the reported quarter accomplishments, while On-Going Activities reflect strategies and initiatives currently underway, departmental initiatives considered in-work or in-progress. Since the Prospectus is reported on a quarterly basis the only status codes reported on will be for the “strategies or objectives” where activity occurred during the reporting quarter and support departmental performance measures. We will continue to refine the measures and the data associated with operationalizing this Strategic Plan.

The Budget Data reflects the Annual Budget approved by Council and the actual funds expended as of March 31, 2015; end of the first quarter, along with the % expended in comparison to the 50% of the year lapsed.

We will provide this information to you on a quarterly basis. Please let me know if any additional information is desired.

Respectfully submitted,



Bryan Cobb
City Manager

BUDGET STATUS REPORT

2nd QUARTER FISCAL YEAR 2014-15



This report reflects the adjusted budget, actual expenditures and encumbrances, and the percent of budget expended through March 31, 2015, 50% of the fiscal year for the General Fund, Water Wastewater Utility and the Stormwater Utility.

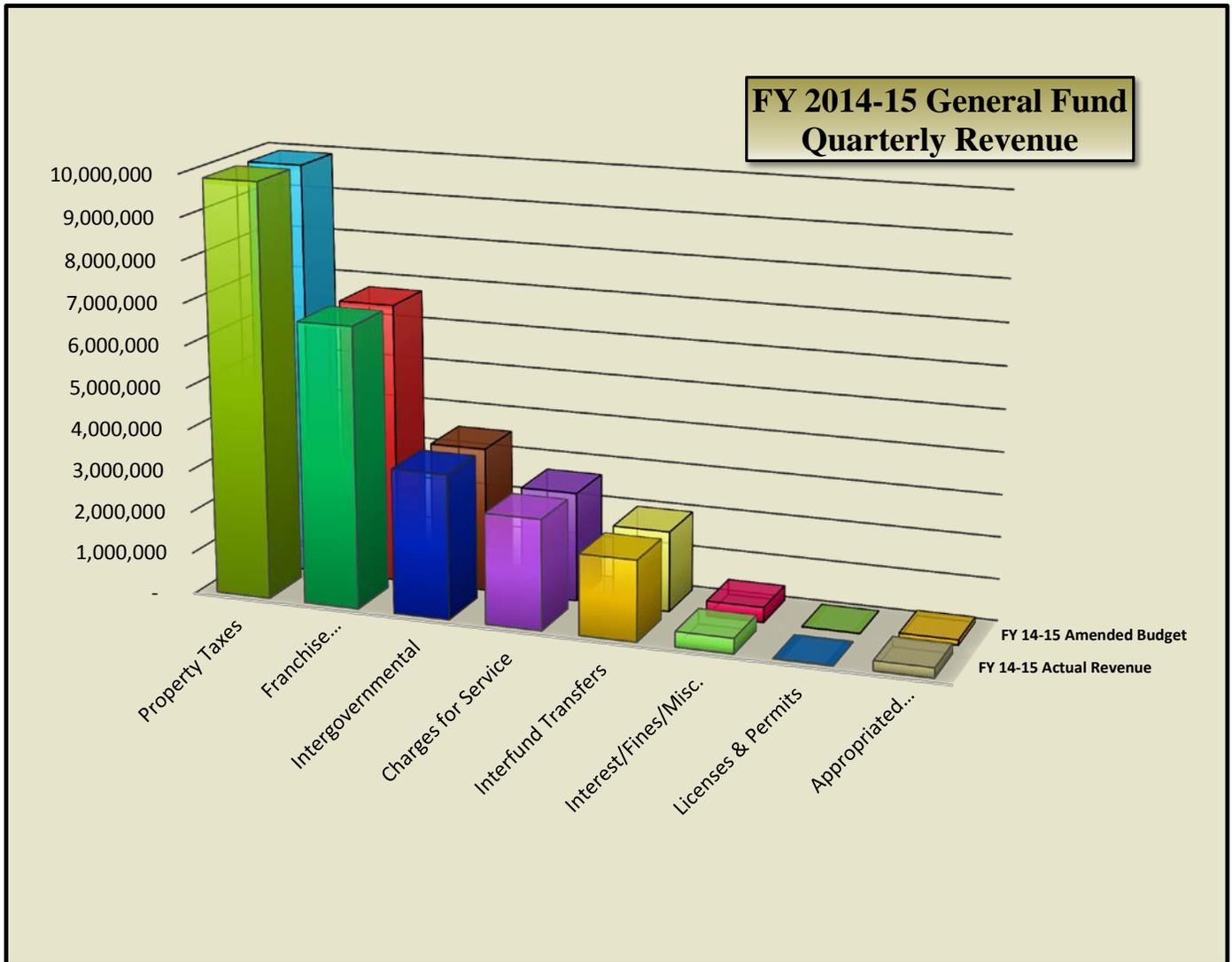
Notes that explain any unusually high or low revenue collections and expenditures are included.

General Fund

FY 14-15 Adopted Budget - Quarterly Report

as of March 31, 2015

Revenue	FY 14-15 Adopted Budget	FY 14-15 Amended Budget	FY 14-15 Actual YTD	% Received YTD
Property Taxes	\$9,881,193	\$9,881,193	\$9,251,729	93.63%
Franchise Fees/Utility Taxes	\$6,715,146	\$6,715,146	\$2,600,762	38.73%
Intergovernmental	\$3,456,254	\$3,456,254	\$1,275,229	36.90%
Charges for Service	\$2,610,067	\$2,634,567	\$1,332,262	50.57%
Interfund Transfers	\$1,919,318	\$1,926,818	\$959,664	49.81%
Interest/Fines/Misc.	\$359,652	\$363,697	\$267,457	73.54%
Licenses and Permits	\$5,750	\$5,750	\$150	2.61%
Appropriated Fund Balance	\$122,640	\$235,553	\$0	0.00%
	<u>\$25,070,020</u>	<u>\$25,218,978</u>	<u>\$15,687,254</u>	<u>62.20%</u>



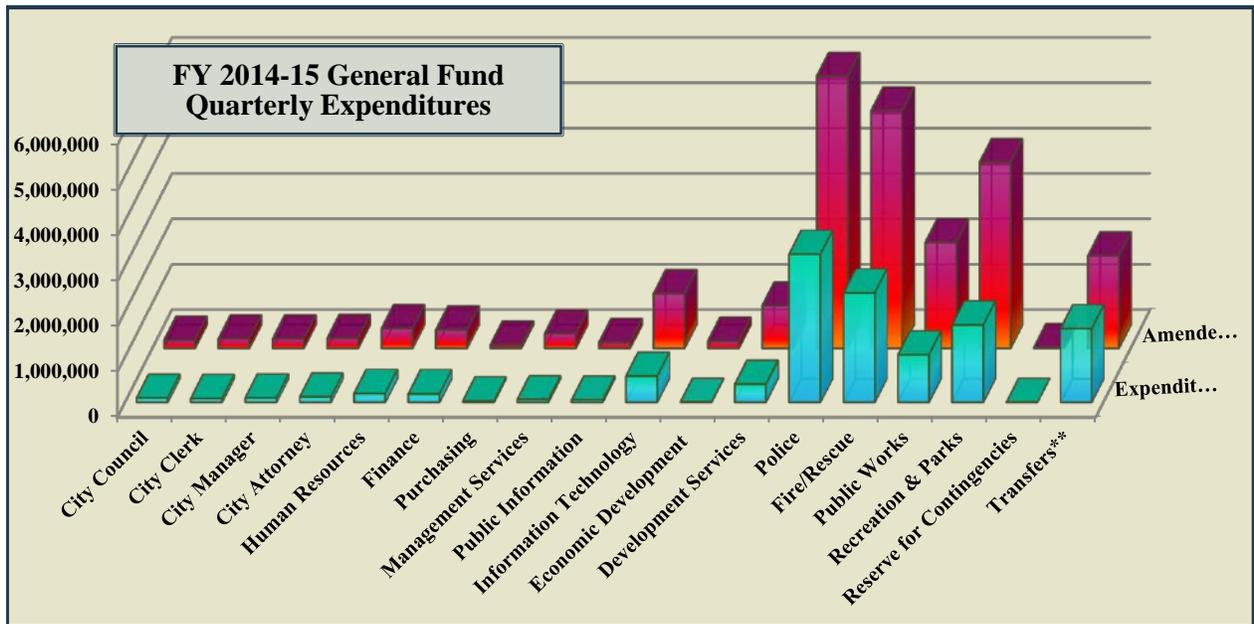
General Fund

FY 14-15 Adopted Budget - Quarterly Report

as of March 31, 2015

Expenditures	FY 14-15 Adopted Budget	FY 14-15 Amended Budget	FY 14-15 Actual YTD	% Expended YTD
City Council	\$182,071	\$178,787	\$93,801	52.47%
City Clerk	\$207,109	\$208,994	\$87,828	42.02%
City Manager	\$211,440	\$211,440	\$97,710	46.21%
City Attorney	\$217,400	\$217,400	\$116,446	53.56%
Human Resources	\$437,614	\$437,614	\$197,851	45.21%
Finance	\$425,530	\$406,631	\$188,797	46.43%
Purchasing	\$72,917	\$73,171	\$33,676	46.02%
Management Services	\$322,615	\$325,165	\$57,753	17.76%
Public Information	\$116,411	\$133,095	\$50,655	38.06%
Information Technology	\$1,133,823	\$1,204,564	\$577,230	47.92%
Economic Development	\$159,055	\$159,055	\$3,675	2.31%
Development Services	\$919,845	\$939,845	\$397,976	42.34%
Police	\$6,980,227	\$6,992,327	\$3,267,974	46.74%
Fire/Rescue	\$5,253,654	\$5,238,154	\$2,413,711	46.08%
Public Works	\$2,337,576	\$2,337,576	\$1,048,240	44.84%
Recreation & Parks	\$4,051,481	\$4,100,548	\$1,706,743	41.62%
Reserve for Contingencies	\$0	\$13,360	\$0	0.00%
Transfers**	\$2,041,252	\$2,041,252	\$1,625,188	79.62%
	<u>\$25,070,020</u>	<u>\$25,218,978</u>	<u>\$11,965,253</u>	<u>47.45%</u>

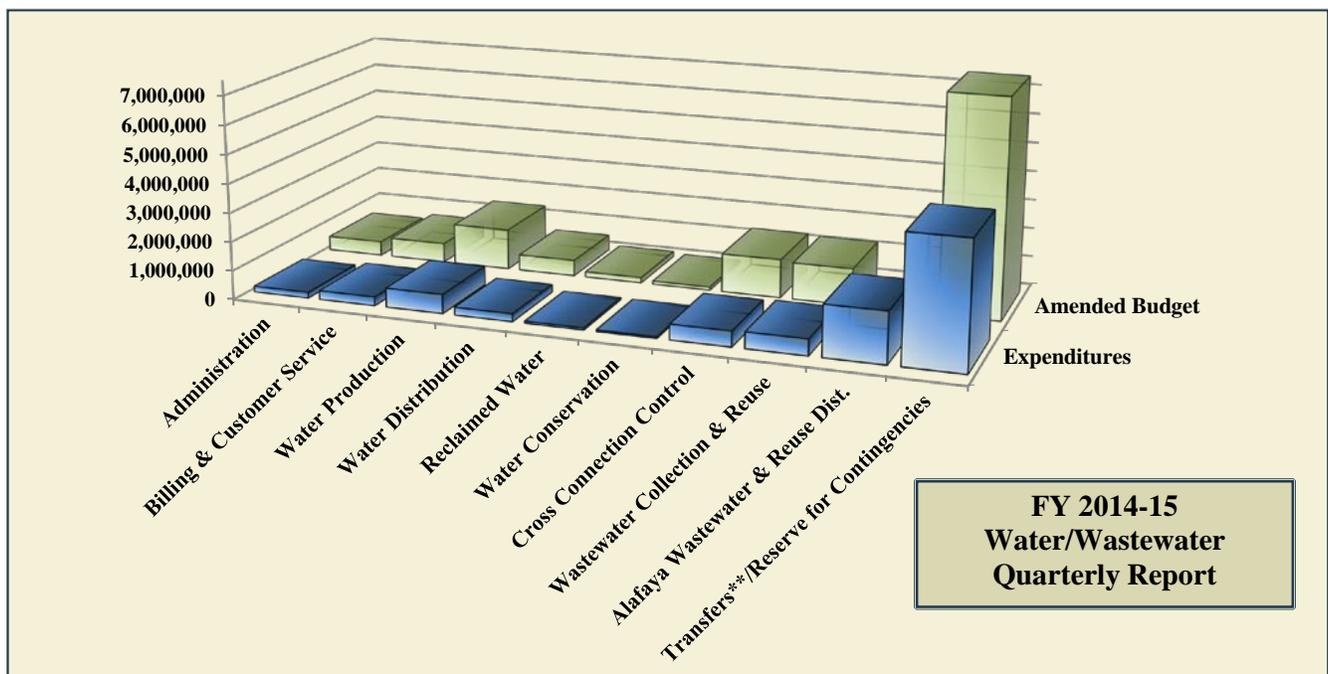
** Transfers include management fees, debt service and transfer between funds.



Water/Wastewater Utility
FY 14-15 Adopted Budget - Quarterly Report
as of March 31, 2015

Revenue	FY 14-15 Adopted Budget	FY 14-15 Amended Budget	FY 14-15 Actual YTD	% Received YTD
Utility Service Taxes	\$0	\$0	(\$84)	0.00%
Federal Stimulus Grant	\$500,000	\$500,000	\$289,486	57.90%
Charges for Service	\$11,680,750	\$11,680,750	\$5,761,229	49.32%
Interest	\$42,500	\$42,500	\$22,799	53.64%
Sale of Assets	\$0	\$0	\$0	0.00%
Miscellaneous Revenue	\$193,000	\$193,000	\$89,916	46.59%
Renewal & Replacement	\$0	\$0	\$0	0.00%
Appropriated Fund Balance	\$0	\$1,043,207	\$0	0.00%
	<u>\$12,416,250</u>	<u>\$13,459,457</u>	<u>\$6,163,345</u>	<u>45.79%</u>
Expenditures	FY 14-15 Adopted Budget	FY 14-15 Amended Budget	FY 14-15 Actual YTD	% Expended YTD
Administration	\$471,480	\$490,255	\$194,204	39.61%
Billing & Customer Service	\$664,414	\$664,414	\$298,034	44.86%
Water Production	\$1,406,910	\$1,408,310	\$652,593	46.34%
Water Distribution	\$544,695	\$544,695	\$263,816	48.43%
Reclaimed Water	\$180,375	\$180,375	\$64,362	35.68%
Water Conservation	\$103,203	\$103,203	\$50,562	48.99%
Cross Connection Control	\$1,327,411	\$1,327,411	\$526,722	39.68%
Wastewater Collection & Reuse	\$1,229,754	\$1,266,405	\$553,251	43.69%
Alafaya Wastewater & Reuse Dist.	\$0	\$0	\$1,733,200	0.00%
Transfers**/Reserve for Contingencies	\$6,488,008	\$7,474,389	\$4,287,930	57.37%
	<u>\$12,416,250</u>	<u>\$13,459,457</u>	<u>\$8,624,675</u>	<u>64.08%</u>

** Transfers include management fees, debt service and transfer between funds.



Stormwater Utility

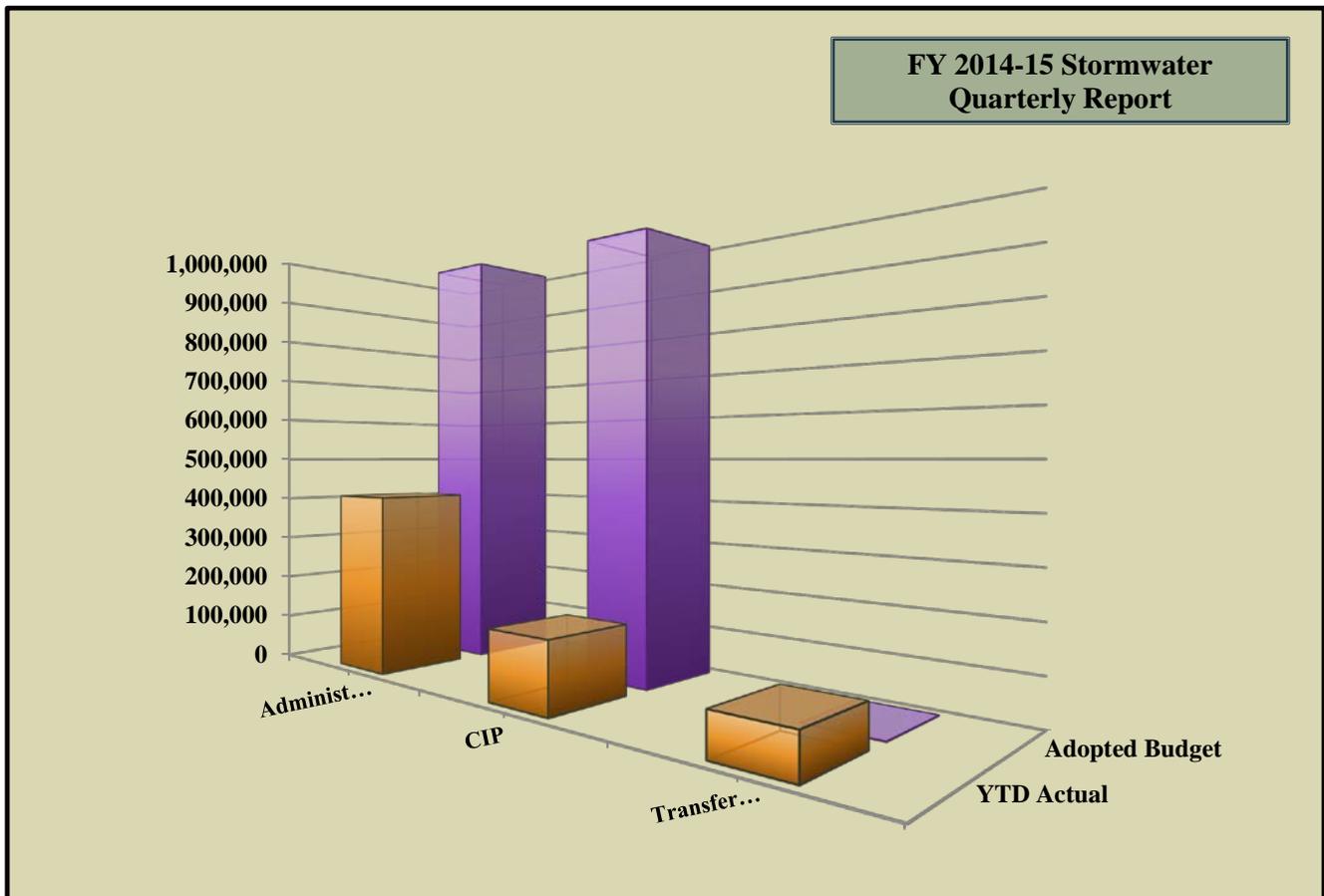
FY 14-15 Adopted Budget - Quarterly Report

as of March 31, 2015

Revenues	FY 14-15 Adopted Budget	FY 14-15 Amended Budget	FY 14-15 Actual YTD	% Received YTD
Charges for Service	\$1,506,000	\$1,506,000	\$751,061	49.87%
Interest	\$7,000	\$7,000	\$4,480	64.00%
Transfers**	\$47,279	\$47,279	\$0	0.00%
Appropriated Fund Balance	\$0	\$0	\$0	0.00%
	<u>\$1,560,279</u>	<u>\$1,560,279</u>	<u>\$755,541</u>	<u>48.42%</u>

Expenditures	FY 14-15 Adopted Budget	FY 14-15 Amended Budget	FY 14-15 Actual YTD	% Expended YTD
Administration	\$1,138,712	\$1,091,862	\$409,741	37.53%
CIP	\$467,523	\$1,096,087	\$151,201	0.00%
Transfers**	-\$45,956	-\$627,670	\$85,314	-13.59%
	<u>\$1,560,279</u>	<u>\$1,560,279</u>	<u>\$646,256</u>	<u>41.42%</u>

** Transfers include management fees, debt service and transfer between funds.







OVIEDO
Florida

STRATEGIC PLAN UPDATE

2nd QUARTER FISCAL YEAR 2014-15



Strategic Plan

Strategic Focus Area: Natural and Built Systems

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

Goals

- Sustain programs and efforts to conserve natural resources
- Ensure that the infrastructure meets the capacity needs of the City by:
 - Developing infrastructure that enables quality /smart growth
 - Eliminating existing infrastructure deficits
- Ensure that new development or redevelopment is done in a sustainable manner
- Maintain public health protections

Accomplishments

- All-in-one cart Recycling Program initiated in March 2014
- Commercial Solid Waste Franchise Program modified
- Alafaya Woods Sections 17 and 18 Reclaimed Water infrastructure improvements completed
- Little Creek Reclaimed Water infrastructure improvements completed
- Oviedo Water Reclamation facilities upgraded to add new disc filter and increase reclaimed water capacity
- Northern Lift Station redirect project complete adding 0.3MGD capacity to Oviedo water reclamation facility
- Master Water Plan updated and adopted by Council
- Aulin Avenue North design of a Stormwater Conveyance/Management System and Reconstruction of the existing pavement
- Design and Construction for draining improvement along the west side of Alafaya Woods Boulevard
- Healthy Weight Community Champion Recognition

On-going Activities

- Develop alternative water supply
 - Develop regional funding system
 - Develop distribution system
 - Enhance Oviedo H2O program, i.e. Florida Friendly landscaping
- Promote energy conservation practices
 - Construct or modify city facilities to sustainable standards as high as feasible
- Optimize water conservation usage rates

- Maintain and enhance stormwater management
 - Maintain FEMA CRS rating
 - Develop programs to implement master plan
- Maintain highest water quality standards
- Continue and strengthen environmental protection measures and programs
- Continue and enhance solid waste recycling
 - Expand recycling participation particularly in commercial and multi-family areas
 - Progress to single stream recycling
- Maintain river buffers and natural lands and conservation areas

FY 2014-15

- Construct additional redundant transmission piping from West Mitchell Hammock Water Treatment Facility
- Modify land development regulations to facilitate green development/building
- Modify the LDC to incorporate policies aligned with the Florida Department of Health that endorse and support a healthier environment and community
- * Evaluate City-owned properties to determine use and whether or not to surplus or retain
- * Design a master stormwater pond to be located in the Old Downtown area
- * Review infrastructure master plans to determine if updates are needed, and prepare a schedule for updating the plans

Years 2015-16 through 2019-20

- Add additional 2.5 million gallon storage tank to West Mitchell Hammock Water Treatment Facility
- Upgrade water main along SR434 to coincide with SR426/CR419 Phase 1 road widening project
- * Plan for and relocate the percolation ponds currently located north of City Hall
- * Construct a master stormwater pond in the Old Downtown area

Years 2020-21 through 2024-25

- Enhance sewer system distribution
 - Develop sewer access through-out the City
- Upgrade water main along SR 416 to coincide with SR 426/CR 419 Phase 2 road widening project
- Construct Twin Rivers and Riverside reclaimed water infrastructure

Years 2025-26 and Beyond

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.

Goals

- Continue implementing transportation master plan
- Promote connections to regional multi-modal systems with particular emphasis on:
 - Promotion and expansion of the Flex area (Pick-up line)

Accomplishments

- Support rail service for commuters
- Completed Clara Lee Evans Way/Mitchell Hammock Intersection Improvements
- Evans Street extension completed to Lockwood Road
- Turn Lane safety improvements completed at Seminole Creek Drive and Lockwood Boulevard
- Oviedo on the Park – City Plaza Way, Mike Roberto Way, Center Lake Lane and Boardwalk Avenue construction completed
- Signalization of Mitchell Hammock Road/Kingsbridge Drive Intersection
- FDOT resurfaced SR 426 and SR 434 including the installation of curbing, sidewalk connections and drainage improvements
- Seminole County constructed the segment of the Cross Seminole Trail between SR 434 and Oviedo Boulevard
- Signalization of Franklin Street/SR 434 Intersection
- Lawton Elementary School Sidewalk Improvement Project
- Resurfaced approximately 2.7 miles within the Bentley Woods development
- Mitchell Hammock Road Right Turn-Lane Improvements at Alafaya Woods Boulevard
- Transportation Master Plan Update

On-going Activities

- Increase walking and biking options
- Continue to implement strategies identified in the Transportation Master Plan
- Continue to execute strategies to reduce traffic crashes
- Conduct public education on transportation alternatives
- Develop connectivity for all types of vehicles
- Continue to support multi-modal options such as the negotiation of Park and Rid Sites
- Support construction of McCullough Bridge

FY 2014-15

- Review development regulations to serve the goals of this SFA
 - **Modify land development regulations to incorporate a parking management approach instead of strict parking requirements**
- * Design a master stormwater pond to be located in the Old Downtown area
- * Modify land development regulations to require alternative fuel charging stations to be provided as part of development projects
- * Prepare a plan for providing alternative fuel charging stations at City facilities where feasible

Years 2015-16 through 2019-20

- Widen SR 426 – SR 426/CR 419 Phase 2 road widening project
 - * **Address stormwater pond located south of SR 426 and west of Lake Jessup Avenue**
- Widen CR 419 – SR 426/CR 419 Phase 2 road widening project
- Develop intelligent street system with traffic operation center to reprogram signals
- * Construct a master stormwater pond in the Old Downtown area
- * Prepare a plan to improve public transportation services that includes how to connect to Sun Rail
- * Investigate widening Mitchell Hammock Road from four (4) to six (6) lanes

Years 2020-21 through 2024-25

- Enhance transit options
- Widen CR 419 – SR 426/CR 419 Phase 3 road widening project

Years 2025-26 and Beyond

- Widen SR 434

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.

Goals

- Promote diversification of the local economy
- Continue to execute the strategic economic development plan with continued emphasis on regional efforts
- Foster redevelopment of business and commercial areas

Accomplishments

- Support development of hospital and related health care/life sciences businesses

- Form partnerships with new management of Oviedo Mall
- Promote and champion Seminole Way
- Reduced several development review application fees by 20%
- Updated Transportation, Fire, Police, Recreation and Parks, and Administration Facilities Impact Fees reducing most fees 3% – 47%
- Updated Impact Fee Assistance Program
- Created Community Redevelopment Agency
- CRA 2014 Assessed Value Exceeded the initial Base Value for the first time
- Updated Jobs Growth Incentive Program
- Established Small Business Incubator Graduate Accelerator Tax Receipt and Rent Subsidy Program
- Established Economic Development Ad Valorem Tax Exemption

On-going Activities

- Enhance partnerships with UCF/SSC
- Pursue development of Oviedo on the Park
- Continue to participate in regional economic development organizations
- Focus on targeted industries as identified in the Economic Development Plan
 - Pursue primary (job producing) businesses
- Monitor and oversee improved permitting process
- Continuing on-going business retention efforts

FY 2014-15

- Continue to develop business friendly codes and practices
- Continue to enhance business relocation services
- Revise city codes to promote redevelopment
 - [Revise city codes to address business needs](#)

* [Solicit a Request for Proposals for a 2050 Community Visioning process](#)

Years 2015-16 through 2019-20

- Implement CRA plan and pursue financial participation by Seminole County
- Foster redevelopment of historic downtown
- Pursue annexation where economically beneficial

* [Conduct a 2050 Community Visioning process](#)

* [Plan for and relocate the percolation ponds currently located north of City Hall](#)

Years 2020-21 through 2024-25

Years 2025-26 and Beyond

Strategic Focus Area: Safety and Security

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

Goals

- Be one of the safest communities in the region
- Maintain fire and police response times at superior levels
- Ensure a high level of readiness to manage and recover from disasters

Accomplishments

On-going Activities

- Maintain up to date equipment and appropriate facilities with emphasis on:
 - Continue to fund a planned vehicle replacement program
- Maintain traffic safety
- Maintain disaster preparedness readiness and disaster recovery plan
- Use and update technology for crime prevention
- Continue police participation in the ION Program and other neighborhood groups
- Maintain commitment to first response and other collaborative efforts are beneficial to the City
- Continue commitment to comparatively superior ISO and CRS ratings and performance measures
- Focus on crime prevention, community awareness and other community policing activities

FY 2014-15

- Maintain up to date equipment and appropriate facilities with emphasis on:
 - Development of a mobile command center
- Maintain a 25% clearance rate for all cases assigned to the Investigation Service Section
- Continue educating the public on law enforcement in Oviedo by forming a CPA Alumni Association and enhance involvement with the senior population
- Develop and implement a Police Facebook Page to inform the community of events and police activity

- Develop a PSA to reduce traffic crashes – most occur when drivers drive too close to the car in front of them or near intersections
- Form a Bike Patrol Unit – unit would patrol Oviedo on the Park and neighborhoods in the area
- Construction of a new Fire Station on South Central Avenue to combine Fire Station 44 and 46 as a component of the SR 426 – SR 419 road widening project
- Enhance Workplace Safety:
 - ❖ Build Organizational Safety Awareness by making the Safety Committee an active resource. Communicate safety instructions, relay safety education materials, and address safety concerns at the department level.
 - ❖ Conduct annual safety audits of city facilities and follow-up on corrective actions
 - ❖ Review Safety Manual and make recommendations for revision
 - ❖ Safety and Risk Analyst assists department in conducting investigations of employee accidents and injuries
- * Prepare a life cycle analysis of the current Public Safety building to determine if it can be renovated into a Police Headquarters or other public purpose. Coordinate the analysis with Fire Department vacation of the building.

Years 2015-16 through 2019-20

- Maintain up to date equipment and appropriate facilities with emphasis on:
 - Construction of a new police headquarters facility
 - Development of a new EOC

Years 2020-21 through 2024-25

Years 2025-26 and Beyond

Strategic Focus Area: Recreation, Arts and Culture

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

Goals

- Execute and update the Recreation Master Plan
- Maintain the fiscal health and affordability of recreation programming
- Maintain the current ratio of park land to number of residents

Accomplishments

- The approval of a new City Park in OOTP with a cultural center and amphitheater
 - CDBG Grant for the installation of a new playground at Round Lake Park completed December 2013
 - Dr. Martin Luther King, Jr. memorial tribute completed May 2014
 - Aulin House at Shane Kelly Park to be completed 2014
 - 5th Annual Relay for Life Charity Golf Outing benefitting the American Cancer Society 2014
- Siemens' Facility Improvement Measures will be completed by the end of the current budget year

On-going Activities

- Continue to update recreation fees on an annual basis to maintain cost recovery at current levels and prevent further subsidy from the General Fund
- Continue to develop scholarships for recreation programs
- Continue to deliver a diverse range of recreation programs and community events

FY 2014-15

- Review development regulations to serve the goals of this SFA
- Complete construction of Center Lake Park
- Develop a parking lot on Lot #5 of Oviedo on the Park
- * Develop a Disney-like mosquito control system for Oviedo on the Park

Years 2015-16 through 2019-20

- Continue to develop more age diverse facilities and programs
- Consider public art effort
- Attain national accreditation for Recreation and Parks

Years 2020-21 through 2024-25

- Consider a public referendum for facility construction and land acquisition if needed

Years 2025-26 and Beyond

Strategic Focus Area: Community Character

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

Goals

- Develop a more uniquely identifiable and attractive city
- Maintain and enhance neighborhood quality
- Support civic pride and community participation

Accomplishments

- Beautification and Way finding Study Update
- SR 426/R 419 Phase 1 Widening Project – Landscape/Hardscape

On-going Activities

- Target Oviedo on the Park
- Continue and enhance neighborhood ION strategy
- Develop resources and awareness of resources to support beautification efforts
 - Code enforcement when needed
 - Educate owners

FY 2014-15

- Develop overall design plan including architectural standards to encourage a more urban feel to areas of the City
- Adopt city-wide streetscaping standards
- Develop new architectural standards for multi-family, mixed-use and townhomes while updating the architectural standards for commercial and office
- * Solicit RFP/RFQ for branding consultant services
- * Enhance weekend sign pick up program
- * Improve City-owned buffer tract located on the east side of Oviedo Boulevard north of Mitchell Hammock Road
- * Create a new City street sign design with new colors and incorporate the City logo

Years 2015-16 through 2019-20

- Promote “Historic” Downtown redevelopment
- Undertake neighborhood improvements in mature areas
 - * Develop a plan that identifies what is needed

- Develop City plan to merge character of the historic downtown with the new town center
- Develop resources and awareness of resources to support beautification efforts
 - Inventory properties
 - Educate owners
- Create an architectural manual and a sign code manual to better communicate the desired character encouraged by the City
- * Implement the recommended branding initiatives

Years 2020-21 through 2024-25

- Development of various districts, and “Green Impact Overlays” to encourage more distinctive development and redevelopment, and to promote broadly the goals and objectives of sustainability

Years 2025-26 and Beyond

Strategic Focus Area: High Performance Government

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

Goals

- Continue high levels of customer service, productivity, and efficiency while maintaining fiscal and organizational health
- Provide high quality, affordable services
- Provide leadership on critical local and regional issues
- Periodic review and updating of the strategic plan

Accomplishments

- Established a Facebook Page for Administration and Twitter pages for Administration, Public Works, Fire, and Police
- Implementation of SIRE Agenda Software with online access and audio/video capabilities
- Construction of SIRE Document Imaging Cabinets for Agendas, Minutes, Resolutions, and Ordinances with website search capability

On-going Activities

- Continue to ensure financial health by tax base diversification and growth; adequate financial reserves, comprehensive contract management, health and liability insurance controls and prudent cost recovery practices
- Continue to pursue mutually beneficial strategies and partnership with other local governments and regional agencies

- Continue to develop a comprehensive approach to pursue Federal and State financial resources that is consistent with the strategic plan
- Continue to enhance organizational productivity and efficiency by improving organizational performance and customer satisfaction by continuous process improvement and process management
- Continue to align organizational structure and practices with mission
- Maintain workforce diversity and opportunity
- Continue to build a culture of responsiveness and responsibility
- Continue review of old agreements and scan and upload valid agreements to the SIRE Agreements Cabinet for staff's immediate access
- Continue SIRE Document search training within the departments

FY 2014-15

- Continue to enhance productivity and customer service by staff development
 - Increase Customer Service Support Staff to mitigate elevating stress levels, provide better customer service coverage levels and allow for staff development
 - Review Fees and Charges associated with Utility customers turned off for non-pay or late payment
 - Consider developing a convenience fee for those paying with credit cards
 - Annually plan and coordinate the Supervisory Development Program which prepares employees for higher level responsibilities
 - Monitor and track city adherence to safety and compliance training for all new hires and promotions to supervisory positions
 - Research, coordinate and deliver employee training on pertinent topics which can provide employees with information that helps them do their jobs more safely, more efficiently and with greater skill
 - ❖ Enhance the new employee orientation and safety program
 - ❖ Annually, offer free beginner, intermediate, and advanced training on Microsoft Office software through workforce of Central Florida
 - ❖ Support and promote safety awareness by providing safety training within the department
 - ❖ Complete accident interviews and investigations and make recommendations to executive team
 - Prepare annual template updates to NeoGov performance evaluations and assist supervisory personnel by providing continuous software and program support
 - Continue to transition and automate manual parts of the recruitment, selection and employee management process
 - ❖ Pending approval of proposed purchase of NeoGov On-Boarding software to improve management of employee on-boarding and off-boarding process, employment records, policy distribution, tracking and payroll changes

- Continue to expand e-government including on-line services, GIS and electronic records with an emphasis on:
 - Maintaining a robust IT infrastructure that encourages citizen participation
 - Expansion of GIS
 - Public and staff access to SIRE documents (agendas, minutes, ordinances, resolutions and agreements)
- Continue to implement comprehensive citizen engagement practices
 - Develop and implement a Social Media Marketing Plan
- Review and make recommendations to Personnel Procedures and Guidelines for compliance to legislative changes to improve clarity and administrative efficiency
- Review the current Strategic Plan for effectiveness, relevance, and the City Council’s direction
- Increase the Fund Balance within the General Fund from 15% to 20% building financial capacity and strength in the General Fund
- Work with EPIC to facilitate a review of IT by completing a Risk and Resource Assessment and a thorough analysis of the Infrastructure and Technology in use
- Rewrite Records Management Handbook and schedule department training
- Review all records in one of the historical records cabinet and schedule for disposition or upload to the SIRE Document Storage Cabinet
- Promote employee health and wellness awareness so the City can sustain valuable benefits to recruit and retain top quality employees:
 - ❖ Analyze cost effective options for the medical plan and make recommendations that continue to keep the plan both cost effective and a valuable benefit
 - ❖ Continue to advise executive leadership of long range financial impacts resulting from the Affordable Care Act
 - ❖ Promote a wellness environment through quarterly activities of the Wellness Committee
 1. Revise Wellness Incentive Plan
 2. Coordinate Annual Employee Health Fair
 3. Organize City activities to promote Wellness
 - ❖ Analyze and make recommendations to enhance voluntary and involuntary employee benefits. Annually determine whether current plans meet the needs of the employees and remain cost effective for both the City and its employees.
 1. Conduct benefit review and compare to local agencies of similar size
 - ❖ Annually analyze the group health and clinic operation to determine the return on investment and make recommendations for improvement
 - ❖ Analyze brokers’ recommendations for renewal of employee benefit insurance
 - ❖ Annually conduct Employee Satisfaction Survey and present results to the executive team to address employee concerns and improve retention

Years 2015-16 through 2019-20

- Continue to expand e-government including on-line services, GIS and electronic records with an emphasis on:
 - Expansion of GIS
- Develop mentoring effort to support succession plans
 - Implement succession plan proposal to prepare the departments for pending retirements
 - ❖ Pending approval of proposal made by Institute of Government and submitted in department's budget proposal. Outsourcing work to IOG at UCF for 120 hours of work to complete a customized succession plan. Proposal includes the following scope of services: defining knowledge, skills, and experience required for key roles; determining potential internal successors, preparing potential successors through a custom career plan; reviewing success through identification of roadblocks to development, assessment of top talent and annual review during strategic planning.
- Maintain competitive wage and benefit structure
 - Recommend a Comprehensive Compensation, Classification, and Benefits study for all City Employees
 - Develop a Pay Plan for the Police Department personnel
 - Maximize the individual employee salary increase for all City Employees
 - Change the Part-Time Regular Employees who were reduced from 40 hours per week to 30-32 hours per week several year ago back to Full-Time Regular Employees at 40 hours per week
- Complete succession plans
 - Work with NCS in creating a new Citizen Survey

Years 2020-21 through 2024-250

Years 2025-26 and Beyond





OVIEDO
Florida

CITYWIDE DASHBOARDS

2nd QUARTER FISCAL YEAR 2014-15



City of Oviedo

Monthly Financial Dashboard

