

# General Fund Graphics Overview

## **FY 2016-17 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.

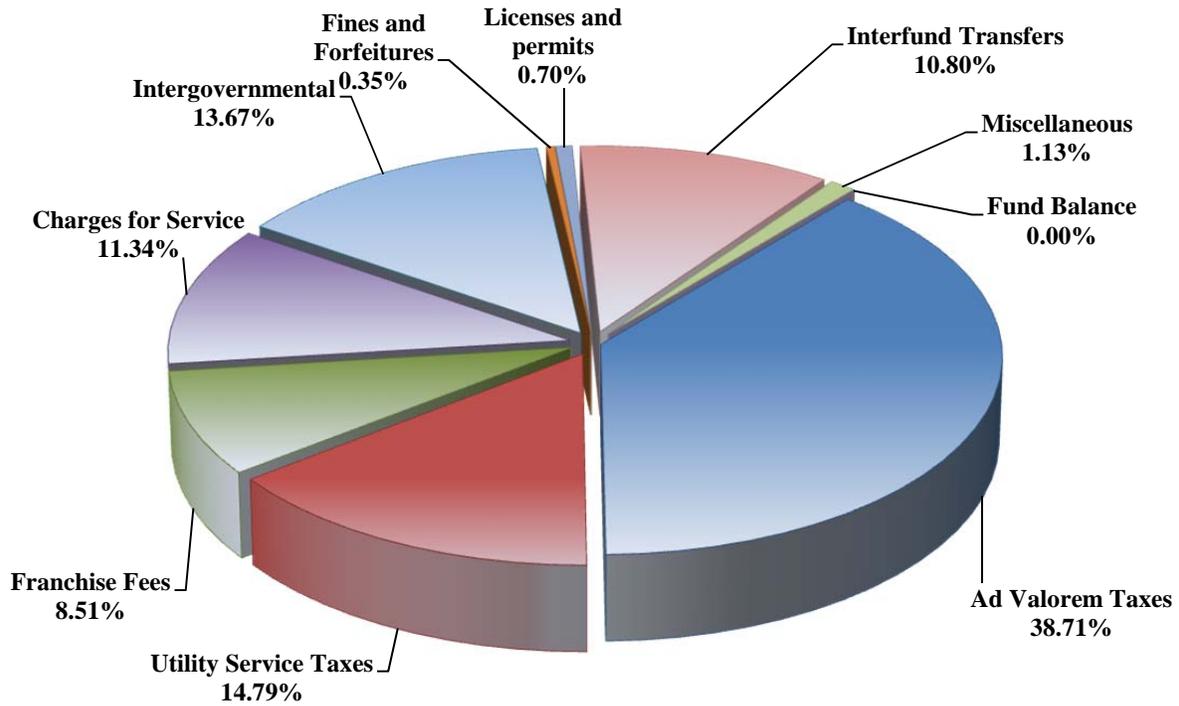
## **FY 2016-17 Expenditure Summary**

Both the table and the graph show the anticipated expenditures for the general departments, debt service, reserve and interfund transfers of the City. These are ranked from the largest to the smallest and are in terms of expenses and percentage.

## **General Fund Expenditures by Major Account Category**

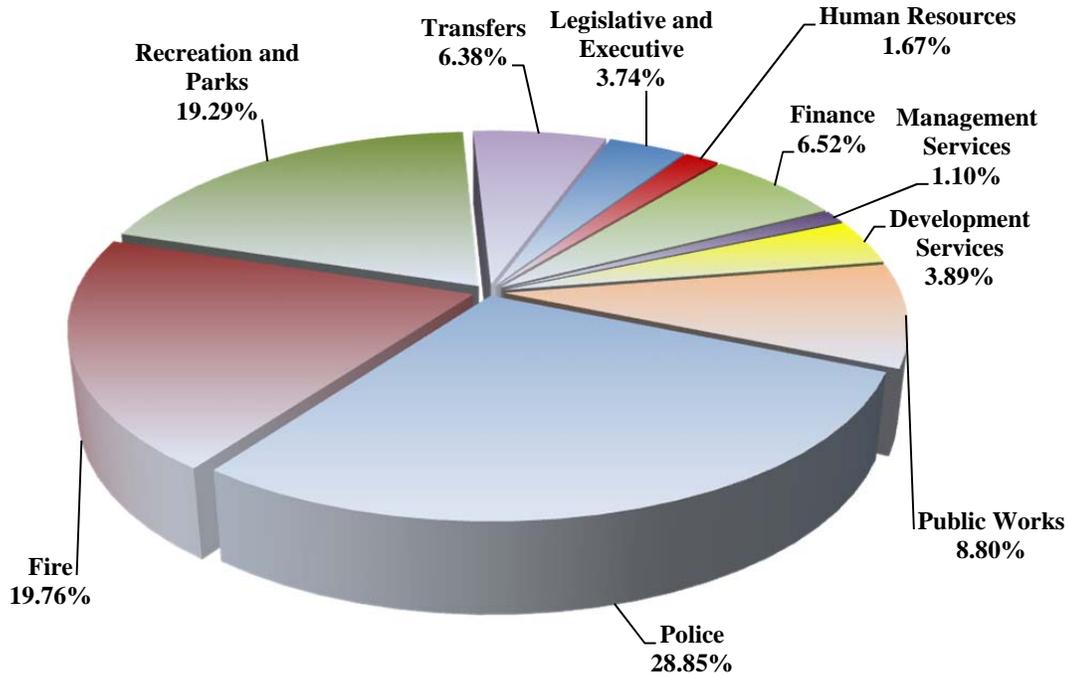
As seen in this table for FY 2016-17, personnel services equal approximately 65.36% of the expenditures for the City, while operating, capital outlay and vehicle replacement equal approximately 27.79% and the remaining 6.85% is debt service, reserve and miscellaneous transfers. The graph depicts the percentage of each portion relating to the General Fund.

# General Fund Revenues by Source FY 2016-17 Proposed Budget



General Fund Revenues by Source:	FY 2016-17 Proposed	FY 2015-16 Adopted	Variance
Ad Valorem Taxes	\$ 11,171,294	\$ 10,606,895	\$ 564,399
Utility Service Taxes	4,268,676	4,226,182	42,494
Franchise Fees	2,455,096	2,414,096	41,000
Charges for Service	3,271,118	3,432,558	(161,440)
Intergovernmental	3,945,087	4,161,943	(216,856)
Fines and Forfeitures	102,100	122,100	(20,000)
Licenses and permits	202,130	173,200	28,930
Interfund Transfers	3,116,837	2,643,212	473,625
Miscellaneous	325,016	314,696	10,320
Fund Balance	-	-	-
<b>Total:</b>	<b>\$ 28,857,354</b>	<b>\$ 28,094,882</b>	<b>\$ 762,472</b>

# General Fund Expenditures by Category FY 2016-17 Proposed Budget



General Fund Expenditures by Category:	FY 2016-17 Proposed	FY 2015-16 Adopted	Variance
Salaries	\$ 14,784,678	\$ 14,086,207	\$ 698,471
Benefits	4,075,942	3,898,100	177,842
Operating	7,964,690	7,787,662	177,028
Capital	48,397	152,221	(103,824)
Debt	1,235,896	1,226,847	9,049
Interfund Transfers	595,906	740,090	(144,184)
Miscellaneous	116,966	4,616	112,350
Reserve for Contingency	34,879	199,139	(164,260)
<b>Total:</b>	<b>\$ 28,857,354</b>	<b>\$ 28,094,882</b>	<b>\$ 762,472</b>

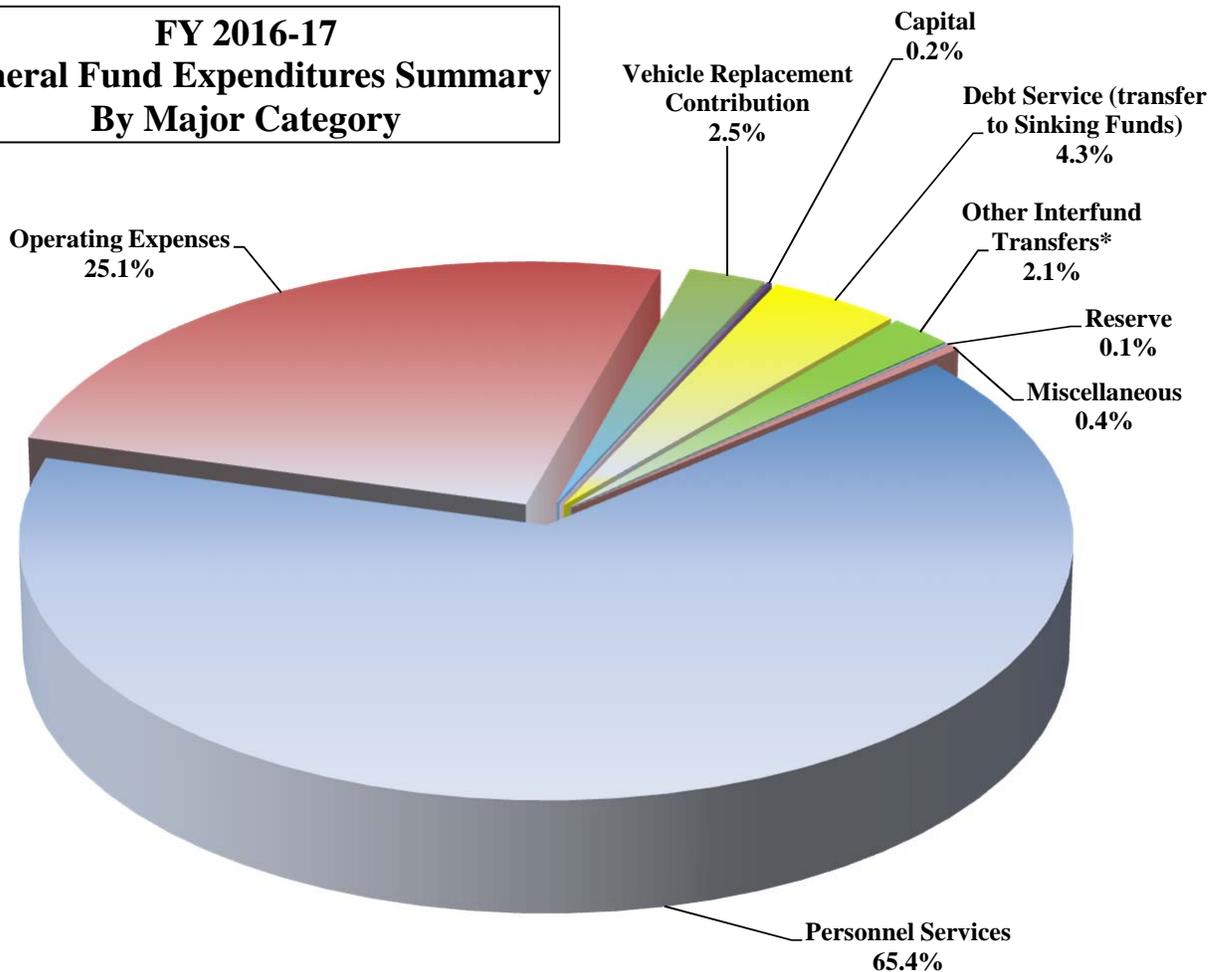
General Fund Expenditures by Type:	FY 2016-17 Proposed	FY 2015-16 Adopted	Variance
Legislative and Executive	\$ 1,072,482	\$ 865,138	\$ 207,344
Human Resources	478,315	460,325	17,990
Finance	1,871,373	1,702,747	168,626
Management Services	316,071	324,825	(8,754)
Development Services	1,116,466	1,081,651	34,815
Public Works	2,526,585	2,579,648	(53,063)
Police	8,282,117	7,967,704	314,413
Fire	5,673,270	5,585,977	87,293
Recreation and Parks	5,537,028	5,356,175	180,853
Transfers	1,831,802	1,966,937	(135,135)
Miscellaneous	116,966	4,616	112,350
Reserve for Contingencies	34,879	199,139	(164,260)
<b>Total:</b>	<b>\$ 28,857,354</b>	<b>\$ 28,094,882</b>	<b>\$ 762,472</b>

**General Fund Expenditures  
By Major Category  
FY 2015-16 vs 2016-17**

	<b>FY 2015-16 Adopted Budget</b>	<b>Percent of Total</b>	<b>FY 2016-17 Proposed Budget</b>	<b>Percent of Total</b>
Personnel Services	\$ 17,984,307	64.0%	\$ 18,860,620	65.36%
Operating Expenditures	7,237,906	25.8%	7,243,577	25.10%
Vehicle Replacement Contribution	554,372	2.0%	727,079	2.52%
Capital Expenditures	152,221	0.5%	48,397	0.17%
<b>Sub-Total: Department Operations</b>	<b>\$ 25,928,806</b>	<b>92.3%</b>	<b>\$ 26,879,673</b>	<b>93.15%</b>
Debt Service (transfer to Sinking Funds)	\$ 1,226,847	4.4%	\$ 1,235,896	4.28%
Other Interfund Transfers*	740,090	2.6%	595,906	2.07%
Reserve for Contingency	199,139	0.7%	34,879	0.12%
Miscellaneous	-	0.0%	111,000	0.38%
<b>Sub-Total: Non-Departmental</b>	<b>\$ 2,166,076</b>	<b>7.7%</b>	<b>\$ 1,977,681</b>	<b>6.85%</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 28,094,882</b>	<b>100.0%</b>	<b>\$ 28,857,354</b>	<b>100.0%</b>

\* Other Interfund Transfers include all transfers other than those to the Debt Service Fund.

**FY 2016-17  
General Fund Expenditures Summary  
By Major Category**



## General Fund Revenues and Expenditures Summary (001)

	<u>2013-14</u> <u>Actual</u>	<u>2014-15</u> <u>Actual</u>	<u>2015-16</u> <u>Adopted</u>	<u>2015-16</u> <u>Amended</u>	<u>2016-17</u> <u>Proposed</u>
<b>General Fund Revenues:</b>					
<b><u>Operating Revenues</u></b>					
Property Taxes	8,957,938	9,879,110	10,606,895	10,621,901	11,171,294
Utility Service Taxes	4,400,316	4,372,348	4,226,182	4,226,182	4,268,676
Intergovernmental	3,553,652	3,616,640	4,161,943	4,235,681	3,945,087
Franchise Fees	2,413,389	2,493,781	2,414,096	2,414,096	2,455,096
Charges for Services	3,003,756	3,181,021	3,432,558	3,141,407	3,271,118
Licenses and Permits	333,632	55,666	173,200	185,287	202,130
Fines and Forfeitures	86,548	119,686	122,100	122,200	102,100
Interest Income	-	-	-	-	-
Miscellaneous	205,329	323,244	314,696	338,991	325,016
<b>Sub-Total: Operating Revenues</b>	<b>22,954,560</b>	<b>24,041,496</b>	<b>25,451,670</b>	<b>25,285,745</b>	<b>25,740,517</b>
<b><u>Non-Operating Revenues</u></b>					
Interfund Transfers	1,814,646	2,025,439	2,643,212	2,867,429	3,116,837
Appropriated Fund Balance	-	-	-	454,094	-
<b>Sub-Total: Non-Operating Revenues</b>	<b>1,814,646</b>	<b>2,025,439</b>	<b>2,643,212</b>	<b>3,321,523</b>	<b>3,116,837</b>
<b>Total Revenues</b>	<b>24,769,206</b>	<b>26,066,935</b>	<b>28,094,882</b>	<b>28,607,268</b>	<b>28,857,354</b>
<b>General Fund Expenditures:</b>					
<b><u>Personnel Services:</u></b>					
Salaries and Wages	12,576,337	13,145,766	14,086,207	14,023,799	14,784,678
Benefits	2,918,386	2,948,609	3,898,100	3,931,963	4,075,942
<b>Sub-Total: Personnel Services</b>	<b>15,494,723</b>	<b>16,094,375</b>	<b>17,984,307</b>	<b>17,955,762</b>	<b>18,860,620</b>
<b><u>Operating Expenditures</u></b>					
Professional and Contractual	1,384,828	1,477,078	1,771,704	1,890,055	1,820,809
Communications	174,335	173,543	185,202	185,466	183,120
Utilities	461,327	530,723	553,093	547,093	546,227
Streetlighting	740,023	833,321	794,910	734,410	789,179
Rentals and Leases	111,622	107,624	162,703	144,789	139,456
Insurance	361,591	367,076	381,711	371,811	410,368
Repairs and Maintenance	550,162	773,543	787,615	909,409	883,687
Operating Supplies	1,796,452	2,032,092	2,030,255	1,944,781	1,920,930
Unleaded and Diesel Fuel	392,484	277,901	300,517	294,917	254,665
Vehicle Replacement	284,560	296,007	554,372	554,372	727,079
Other Operating	165,073	158,138	265,580	263,694	289,170
<b>Sub-Total: Operating Expenditures</b>	<b>6,422,457</b>	<b>7,027,046</b>	<b>7,787,662</b>	<b>7,840,797</b>	<b>7,964,690</b>
<b>Miscellaneous Non-Operating Expenditures</b>	<b>5,250</b>	<b>4,572</b>	<b>4,616</b>	<b>4,616</b>	<b>116,966</b>
<b>Capital Outlay</b>	<b>11,145</b>	<b>17,543</b>	<b>152,221</b>	<b>128,583</b>	<b>48,397</b>
<b><u>Interfund Transfers and Reserves</u></b>					
Transfers to Debt Service	231,987	1,256,327	1,226,847	1,226,847	1,235,896
Transfers to Medical Fund	1,250,000	714,455	-	-	-
Transfers to Other Funds	511,298	555,983	740,090	1,096,645	595,906
Reserve for Contingency	-	-	199,139	354,018	34,879
<b>Sub-Total: Interfund Transfers and Reserves</b>	<b>1,993,285</b>	<b>2,526,765</b>	<b>2,166,076</b>	<b>2,677,510</b>	<b>1,866,681</b>
<b>Total Expenses</b>	<b>23,926,860</b>	<b>25,670,301</b>	<b>28,094,882</b>	<b>28,607,268</b>	<b>28,857,354</b>

## Schedule of General Fund Appropriations

Functions/Programs	Appropriations	Program Revenues			Appropriations funded from non- program Revenues
		Grants and Contributions	Charges for Services	Miscellaneous Revenue	Total
General fund activities:					
Legislative and Executive *	\$ 1,072,482	\$ -	\$ 76,000	\$ -	\$ (996,482)
Human Resources	478,315	-	-	-	(478,315)
Finance **	1,871,373	-	-	-	(1,871,373)
Management Services ***	316,071	-	-	-	(316,071)
Development Services	1,116,466	-	512,272	223,630	(380,564)
Public Works	2,526,585	114,678	-	-	(2,411,907)
Police Department	8,282,117	38,500	272,414	290,516	(7,680,687)
Fire Department	5,673,270	-	625,250	2,000	(5,046,020)
Recreation and Parks	5,537,028	-	1,669,638	-	(3,867,390)
Transfers	1,831,802	-	-	-	(1,831,802)
Miscellaneous	116,966	-	-	-	(116,966)
Reserve for Contingencies	34,879	-	-	-	(34,879)
<b>Total general fund activities</b>	<b>\$ 28,857,354</b>	<b>\$ 153,178</b>	<b>\$ 3,155,574</b>	<b>\$ 516,146</b>	<b>\$ (25,032,456)</b>

**General fund revenues not attributable to specific programs:**

Taxes:

Property taxes	\$ 11,171,294
Utility service taxes	4,268,676
Franchise fees	2,455,096
Occupational & county licenses	27,000
State shared revenues	3,764,909
Investment income	37,600
Miscellaneous revenues	191,044
Subtotal, general fund revenues before transfers	21,915,619
Transfers from other funds	3,116,837
Fund balance appropriated	-
<b>Total general fund revenues not attributable to specific programs</b>	<b>\$ 25,032,456</b>

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

\*\* Finance includes Finance, Purchasing and Information Technology

\*\*\* Management Services includes Budget and Public Information

# General Fund (001)

## Actual and Budget Comparison by Revenue Grouping

<u>REVENUE GROUPINGS</u>	<u>2013-14 Actual</u>	<u>2014-15 Actual</u>	<u>2015-16 Adopted</u>	<u>2015-16 Amended</u>	<u>2016-17 Proposed</u>
<b><u>CHARGES FOR SERVICES</u></b>					
Culture/Recreation	1,245,067	1,357,873	1,953,361	1,641,343	1,526,902
General Government	308,186	352,645	384,088	384,088	347,929
Other Charges for Services	153,109	186,827	123,399	123,399	306,387
Physical Environment	4,792	2,400	4,500	4,500	4,500
Public Safety	1,144,983	1,154,681	841,386	847,253	942,664
Special Assessments	7,753	3,876	-	-	-
Rents & Leases	139,866	122,719	125,824	140,824	142,736
<b>Total Charges for Services</b>	<b>3,003,756</b>	<b>3,181,021</b>	<b>3,432,558</b>	<b>3,141,407</b>	<b>3,271,118</b>
<b><u>FRANCHISE FEES</u></b>					
Franchise Fees	2,413,389	2,493,781	2,414,096	2,414,096	2,455,096
<b>Total Franchise Fees</b>	<b>2,413,389</b>	<b>2,493,781</b>	<b>2,414,096</b>	<b>2,414,096</b>	<b>2,455,096</b>
<b><u>FINES AND FORFEITURES</u></b>					
Judgements and Fines	65,327	86,897	80,600	80,600	80,600
Violations of Local Ord.	21,221	32,789	41,500	41,600	21,500
<b>Total Fines and Forfeitures</b>	<b>86,548</b>	<b>119,686</b>	<b>122,100</b>	<b>122,200</b>	<b>102,100</b>
<b><u>INTERGOVERNMENTAL REVENUE</u></b>					
Federal Grants	61,073	62,279	38,500	38,500	38,500
Grants from Other Local	-	-	-	-	-
Intergovernmental Revenues	27,177	26,676	25,000	25,000	27,000
State Grants	97,721	80,551	505,563	579,301	114,678
State Shared Revenues	3,367,681	3,447,134	3,592,880	3,592,880	3,764,909
<b>Total Intergovernmental</b>	<b>3,553,652</b>	<b>3,616,640</b>	<b>4,161,943</b>	<b>4,235,681</b>	<b>3,945,087</b>
<b><u>LICENSES &amp; PERMITS</u></b>					
Business Tax Receipts	138,448	138,135	147,500	149,540	170,750
Other Lic, Fees & Permits	5,132	6,556	5,700	10,627	6,880
Other Fines &/or Forfeits	189,107	(90,680)	19,000	24,000	24,000
Miscellaneous Revenues	945	1,655	1,000	1,120	500
<b>Total Licenses &amp; Permits</b>	<b>333,632</b>	<b>55,666</b>	<b>173,200</b>	<b>185,287</b>	<b>202,130</b>
<b><u>MISCELLANEOUS REVENUES</u></b>					
Cont & Donation/Private	(3,514)	16,250	250	4,750	-
Disposition of Fixed Assets	10,911	9,655	15,000	15,000	5,000
Interest Earnings	38,093	45,352	55,100	55,100	37,600
Other Miscellaneous Revenues	159,839	251,987	244,346	264,141	282,416
<b>Total Misc Revenues</b>	<b>205,329</b>	<b>323,244</b>	<b>314,696</b>	<b>338,991</b>	<b>325,016</b>
<b><u>OTHER SOURCES</u></b>					
Interfund Transfers	1,814,646	2,025,439	2,643,212	2,867,429	3,116,837
Other Sources	-	-	-	-	-
Appropriated Fund Balance	-	-	-	454,094	-
<b>Total Other Sources</b>	<b>1,814,646</b>	<b>2,025,439</b>	<b>2,643,212</b>	<b>3,321,523</b>	<b>3,116,837</b>
<b><u>TAXES</u></b>					
Ad Valorem Taxes	8,957,938	9,879,110	10,606,895	10,621,901	11,171,294
Communications Svr Tax	1,325,678	1,261,611	1,305,946	1,305,946	1,212,000
Franchise Fees	-	-	-	-	-
Utility Service Taxes	3,074,638	3,110,737	2,920,236	2,920,236	3,056,676
<b>Total Taxes</b>	<b>13,358,254</b>	<b>14,251,458</b>	<b>14,833,077</b>	<b>14,848,083</b>	<b>15,439,970</b>
<b>Total Revenues by Grouping</b>	<b>\$ 24,769,206</b>	<b>\$ 26,066,935</b>	<b>\$ 28,094,882</b>	<b>\$ 28,607,268</b>	<b>\$ 28,857,354</b>

# General Fund (001)

## Actual and Budget Comparison by Expenditure Grouping

<u>EXPENDITURE GROUPINGS</u>	<u>2013-14 Actual</u>	<u>2014-15 Actual</u>	<u>2015-16 Adopted</u>	<u>2015-16 Amended</u>	<u>2016-17 Proposed</u>
<b><u>SALARIES</u></b>					
Executive Salaries	1,049,996	1,022,444	1,049,420	1,049,420	1,234,605
Regular Salaries & Wages	9,248,163	9,959,007	10,898,104	10,876,281	11,291,041
Other Salaries & Wages	734,122	491,771	459,037	434,984	505,480
Overtime	602,419	688,651	664,722	639,353	691,133
Special Pay	83,435	90,379	91,811	91,811	91,528
FICA/Medicare Taxes	858,202	893,514	923,113	931,950	970,891
Active Military Pay	-	-	-	-	-
<b>Total Salaries</b>	<b>12,576,337</b>	<b>13,145,766</b>	<b>14,086,207</b>	<b>14,023,799</b>	<b>14,784,678</b>
<b><u>BENEFITS</u></b>					
Retirement Contributions	1,254,597	1,169,722	1,157,805	1,157,805	980,497
Health Insurance	1,360,879	1,446,783	2,419,699	2,453,043	2,762,164
Workers' Compensation	294,102	329,429	320,596	320,615	333,281
Unemployment	8,808	2,675	-	500	-
<b>Total Benefits</b>	<b>2,918,386</b>	<b>2,948,609</b>	<b>3,898,100</b>	<b>3,931,963</b>	<b>4,075,942</b>
<b><u>OPERATING EXPENSES</u></b>					
Professional Services	518,898	531,280	555,247	727,228	534,044
Accounting & Auditing	45,000	52,000	51,000	51,000	52,000
Other Contractual Services	820,930	893,798	1,165,457	1,111,827	1,234,765
Travel & Per-Diem	34,106	26,427	71,421	66,776	63,706
Communications & Freight	174,335	173,543	185,202	185,466	183,120
Freight & Postage Service	17,172	14,901	16,115	15,187	15,600
Utility Services	1,201,350	1,364,044	1,348,003	1,281,503	1,335,406
Rentals & Leases	415,745	424,893	747,216	729,302	900,289
Insurance	361,591	367,076	381,711	371,811	410,368
Repair and Maintenance	949,040	1,200,226	1,303,857	1,425,651	1,395,803
Printing and Binding	23,947	25,785	40,985	32,680	51,550
Promotional Activities	42,277	39,496	47,146	45,396	58,826
Other Current Charges	476,748	469,025	83,694	77,337	108,288
Office Supplies	27,039	37,494	33,374	31,064	32,054
Operating Supplies	1,166,515	1,253,853	1,527,691	1,456,267	1,344,373
Road Materials & Supplies	22,047	26,066	40,000	40,000	25,000
Books, Publications, Subs	130,967	131,711	194,159	196,918	225,464
<b>Total Operating Expenses</b>	<b>6,427,707</b>	<b>7,031,618</b>	<b>7,792,278</b>	<b>7,845,413</b>	<b>7,970,656</b>
<b><u>MISCELLANEOUS NON-OPERATING</u></b>					
Misc Non-Operating Expenditures	-	-	-	-	111,000
<b>Total Misc Non-Operating</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>111,000</b>
<b><u>CAPITAL</u></b>					
Land	-	-	-	-	-
Buildings	11,145	13,283	-	-	-
Improvements Other than Bldgs	-	-	-	-	-
Capital Assets	-	4,260	152,221	128,583	48,397
<b>Total Capital</b>	<b>11,145</b>	<b>17,543</b>	<b>152,221</b>	<b>128,583</b>	<b>48,397</b>
<b><u>TRANSFERS</u></b>					
Interfund Transfers	1,993,285	2,526,765	1,966,937	2,323,492	1,831,802
<b>Total Transfers</b>	<b>1,993,285</b>	<b>2,526,765</b>	<b>1,966,937</b>	<b>2,323,492</b>	<b>1,831,802</b>
<b><u>RESERVES</u></b>					
Reserve for Contingencies	-	-	199,139	354,018	34,879
<b>Total Reserve for Contingencies</b>	<b>-</b>	<b>-</b>	<b>199,139</b>	<b>354,018</b>	<b>34,879</b>
<b>Total Expenditures by Grouping</b>	<b>\$ 23,926,860</b>	<b>\$ 25,670,301</b>	<b>\$ 28,094,882</b>	<b>\$ 28,607,268</b>	<b>\$ 28,857,354</b>

# General Fund Revenues (001)

BEGINNING FUND BALANCE (UNDESIGNATED)	\$ 3,172,787	\$ 3,832,005	\$ 4,472,823	\$ 4,472,823	#REF!
<u>REVENUE CATEGORY</u>	<u>2013-14 Actual</u>	<u>2014-15 Actual</u>	<u>2015-16 Adopted Budget</u>	<u>2015-16 Amended Budget</u>	<u>2016-17 Proposed Budget</u>
<b><u>TAXES</u></b>					
<b><u>PROPERTY TAXES</u></b>					
CURRENT	\$ 8,867,179	\$ 9,726,418	\$ 10,546,895	\$ 10,546,895	\$ 11,071,294
DELINQUENT	90,759	152,692	60,000	75,006	100,000
<b>SUB-TOTAL: PROPERTY TAXES</b>	<b>8,957,938</b>	<b>9,879,110</b>	<b>10,606,895</b>	<b>10,621,901</b>	<b>11,171,294</b>
<b><u>UTILITY SERVICE TAXES</u></b>					
ELECTRICITY	2,542,378	2,550,423	2,368,800	2,368,800	2,500,000
WATER	484,657	516,241	504,636	504,636	512,000
PROPANE	47,603	44,073	46,800	46,800	44,676
UNIFIED COMMUNICATIONS SERVICES	1,325,678	1,261,611	1,305,946	1,305,946	1,212,000
<b>SUB-TOTAL: UTILITY SERVICE TAXES</b>	<b>4,400,316</b>	<b>4,372,348</b>	<b>4,226,182</b>	<b>4,226,182</b>	<b>4,268,676</b>
<b><u>FRANCHISE FEES</u></b>					
ELECTRICITY	2,148,933	2,220,931	2,150,000	2,150,000	2,185,000
SOLID WASTE - COMMERCIAL	93,020	99,228	90,000	90,000	96,000
SOLID WASTE - RESIDENTIAL	159,848	162,242	162,096	162,096	162,096
PROPANE	11,588	11,380	12,000	12,000	12,000
<b>SUB-TOTAL: FRANCHISE FEES</b>	<b>2,413,389</b>	<b>2,493,781</b>	<b>2,414,096</b>	<b>2,414,096</b>	<b>2,455,096</b>
<b>TOTAL: TAXES</b>	<b>15,771,643</b>	<b>16,745,239</b>	<b>17,247,173</b>	<b>17,262,179</b>	<b>17,895,066</b>
<b><u>LICENSES AND PERMITS</u></b>					
CITY BUSINESS TAX RECEIPTS (NEW AND RENEWALS)	133,785	134,358	140,000	142,000	166,250
BUSINESS TAX RECEIPTS: LATE FEE	4,122	2,180	4,000	4,000	4,000
ENVIRONMENTAL PRESERVE	184,985	(92,860)	15,000	20,000	20,000
COUNTY BUSINESS TAX RECEIPTS	4,618	3,712	7,500	7,500	4,500
COUNTY BUSINESS TAX RECEIPTS - FEES	45	65	-	40	-
RADON INSPECTIONS	1,682	2,806	1,200	1,327	2,380
RIGHT OF WAY PERMITS	480	540	1,000	1,000	500
IRRIGATION PERMITS	3,775	4,125	4,500	9,300	4,500
OTHER	140	740	-	120	-
<b>TOTAL: LICENSES AND PERMITS</b>	<b>333,632</b>	<b>55,666</b>	<b>173,200</b>	<b>185,287</b>	<b>202,130</b>
<b><u>INTERGOVERNMENTAL</u></b>					
<b><u>FEDERAL GRANTS</u></b>					
DEA OVERTIME	30,904	30,067	30,000	30,000	30,000
CCIB OVERTIME	8,917	7,250	8,500	8,500	8,500
DOJ VEST GRANT	-	4,954	-	-	-
DOJ EQUIPMENT GRANT	21,252	20,008	-	-	-
<b>SUB-TOTAL: FEDERAL GRANTS</b>	<b>61,073</b>	<b>62,279</b>	<b>38,500</b>	<b>38,500</b>	<b>38,500</b>
<b><u>STATE AND COUNTY GRANTS</u></b>					
BYRNE GRANT	-	-	-	60,000	-
JAG GRANT	-	-	-	13,738	-
FDOT - TRAFFIC SIGNALIZATION & LIGHTING REIMBURSEMENT	97,721	80,551	105,563	105,563	114,678
STATE GRANT - OOTP	-	-	400,000	400,000	-
<b>SUB-TOTAL: STATE AND COUNTY GRANTS</b>	<b>97,721</b>	<b>80,551</b>	<b>505,563</b>	<b>579,301</b>	<b>114,678</b>
<b><u>STATE AND COUNTY SHARED REVENUE</u></b>					
STATE REVENUE SHARING	954,567	1,063,406	1,095,061	1,095,061	1,188,628
STATE MOBILE HOME LICENSES	5,235	5,258	8,000	8,000	8,000
STATE ALCOHOLIC BEVERAGE LICENSES	20,221	10,686	10,000	10,000	10,000
STATE HALF-CENT SALES TAX	2,356,335	2,329,082	2,449,269	2,449,269	2,518,854
STATE FIREFIGHTERS SUPPLEMENTAL COMP.	14,700	18,070	14,050	14,050	20,800
STATE MOTOR FUEL TAX REBATE	16,623	20,632	16,500	16,500	18,627
COUNTY OCCUPATIONAL LICENSES	27,177	26,676	25,000	25,000	27,000
COUNTY EMERGENCY DISPATCH REIMBURSEMENT (FIRST RESPONSE)	-	-	-	-	-
<b>SUB-TOTAL: STATE/CO. SHARED REVENUE</b>	<b>3,394,858</b>	<b>3,473,810</b>	<b>3,617,880</b>	<b>3,617,880</b>	<b>3,791,909</b>
<b>TOTAL: INTERGOVERNMENTAL</b>	<b>3,553,652</b>	<b>3,616,640</b>	<b>4,161,943</b>	<b>4,235,681</b>	<b>3,945,087</b>

## General Fund Revenues (001), cont'd

	<u>2013-14 Actual</u>	<u>2014-15 Actual</u>	<u>2015-16 Adopted Budget</u>	<u>2015-16 Amended Budget</u>	<u>2016-17 Proposed Budget</u>
<b><u>CHARGES FOR SERVICES</u></b>					
<b><u>DEVELOPMENT SERVICES FEES</u></b>					
PLATS AND ADDRESSING FEES	2,310	2,810	4,000	4,000	4,000
DEVELOPMENT APPLICATION FEES	153,435	246,261	244,063	244,063	190,628
COMPREHENSIVE PLAN ADMENDMENTS	109,248	36,409	60,000	60,000	77,301
SUBDIVISION QUALITY CONTROL INSPECTION	40,283	57,793	-	-	182,343
HANDLING FEES (COUNTY IMPACT FEE COLLECTION)	2,819	18,718	13,000	13,000	13,000
FIRE INSPECTION AND PLAN REVIEW FEES	31,891	49,762	45,000	50,000	45,000
SIDEWALK FEES (IN LIEU OF CONSTRUCTION)	-	-	-	-	-
<b>SUB-TOTAL: DEVELOPMENT SERVICES FEES</b>	<b>339,986</b>	<b>411,753</b>	<b>366,063</b>	<b>371,063</b>	<b>512,272</b>
<b><u>OTHER CHARGES FOR SERVICES</u></b>					
SALE OF MAPS & PUBLICATIONS	14	9	25	25	-
CERTIFICATION AND COPIES	2,324	2,427	6,000	6,000	6,000
LIEN SEARCHES	40,855	64,729	70,000	70,000	70,000
POLICE REPORTS	2,322	306	1,500	1,500	1,500
FINGERPRINTS	1,040	3,115	3,000	3,000	3,000
SCHOOL RESOURCE OFFICER PAYMENT (FROM SCHOOL BOARD)	132,085	141,659	165,136	165,136	266,414
RAPE ASSAULT DEFENSE COURSE	1,075	525	-	-	-
POLICE OFF-DUTY AND OT REIMBURSEMENT	2,491	-	1,500	2,367	1,500
LOCKOUT SERVICE FEES	500	25	250	250	250
EMERGENCY MEDICAL TRANSPORT FEES	973,579	959,289	625,000	625,000	625,000
LOT MOWING	4,792	2,400	4,500	4,500	4,500
SOLID WASTE ADMINISTRATIVE HANDLING FEE	109,758	109,994	109,899	109,899	110,544
STREET LIGHT ASSESSMENTS (FROM DEVELOPERS)	7,753	3,876	-	-	-
MISCELLANEOUS	249	322	500	500	500
<b>SUB-TOTAL: OTHER CHARGES FOR SERVICES</b>	<b>1,278,837</b>	<b>1,288,676</b>	<b>987,310</b>	<b>988,177</b>	<b>1,089,208</b>
<b><u>FLEET MAINTENANCE CHARGES</u></b>					
FLEET LABOR CHARGES	-	-	-	-	-
FLEET PART CHARGES	-	-	-	-	-
COMMERCIAL REPAIR CHARGES	-	-	-	-	-
FLEET FUEL CHARGES	-	-	-	-	-
<b>SUB-TOTAL: FLEET SERVICES</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b><u>RECREATION ACTIVITY FEES:</u></b>					
PROGRAM, ATHLETIC AND FACILITY FEES:					
- RIVERSIDE ACTIVITY FEES	223,778	396,482	422,966	422,966	409,999
- CITY SPONSORED ATHLETICS	154,804	348,918	346,612	346,612	346,612
- RIVERSIDE AQUATIC FACILITY	140	-	-	-	-
- GYMNASIUM AND FITNESS CENTER	301,260	103	-	66	-
- OVIEDO BLVD. AQUATIC FACILITY	286,132	306,359	312,124	312,124	312,124
- SKATE PARK	33,628	-	-	234	-
- MISCELLANEOUS AND REFUNDS	38,249	49,064	41,654	41,654	41,054
- SPECIAL EVENTS	69,487	66,634	74,710	74,710	74,710
- OVIEDO ON THE PARK	-	55,100	602,160	289,842	200,000
- CONCESSIONS	136,764	134,698	151,675	151,675	140,998
- PARKS & RECREATION	27,357	27,743	3,088	18,088	20,000
- PARK FACILITY RENTALS	89,936	92,355	122,736	122,736	122,736
RENTALS AND LEASES:					
- MEMORIAL BUILDING	22,573	2,621	-	-	-
PASS-THRU REGISTRATION FEES:					
- ADULT SOFTBALL ASSOCIATION	760	385	1,200	1,200	1,145
- RED CROSS TRAINING REGISTRATION FEES	65	130	260	260	260
<b>SUB-TOTAL: RECREATION ACTIVITY FEES</b>	<b>1,384,933</b>	<b>1,480,592</b>	<b>2,079,185</b>	<b>1,782,167</b>	<b>1,669,638</b>
<b>TOTAL: CHARGES FOR SERVICES</b>	<b>3,003,756</b>	<b>3,181,021</b>	<b>3,432,558</b>	<b>3,141,407</b>	<b>3,271,118</b>

## General Fund Revenues (001), cont'd

	<u>2013-14 Actual</u>	<u>2014-15 Actual</u>	<u>2015-16 Adopted Budget</u>	<u>2015-16 Amended Budget</u>	<u>2016-17 Proposed Budget</u>
<b><u>FINES AND FORFEITURES</u></b>					
COURT FINES	65,247	86,775	80,500	80,500	80,500
IMPROPER EQUIPMENT	80	122	100	100	100
VIOLATIONS OF LOCAL ORDINANCES	2,775	1,350	1,500	1,500	1,500
CODE ENFORCEMENT	17,346	31,439	40,000	40,000	20,000
ADMINISTRATIVE CITATION	1,100	-	-	100	-
<b>TOTAL: FINES AND FORFEITURES</b>	<b>86,548</b>	<b>119,686</b>	<b>122,100</b>	<b>122,200</b>	<b>102,100</b>
<b><u>MISCELLANEOUS</u></b>					
INTEREST ON INVESTMENTS	37,687	44,881	55,100	55,100	37,600
DIVIDENDS	406	471	-	-	-
INSURANCE PROCEEDS	35,819	27,212	10,000	28,080	25,000
GAIN OR LOSS ON SALE OF ASSETS	10,911	9,655	15,000	15,000	5,000
POLICE	72,118	186,964	195,096	195,096	209,916
FIRE	272	1,262	-	1,700	2,000
CONTRIBUTIONS & DONATIONS (RECREATION SPONSORSHIP)	-	16,000	-	-	-
CONTRIBUTIONS & DONATIONS (OTHER)	(4,264)	-	-	-	-
OTHER MISCELLANEOUS	52,380	36,799	39,500	44,015	45,500
<b>TOTAL: MISCELLANEOUS</b>	<b>205,329</b>	<b>323,244</b>	<b>314,696</b>	<b>338,991</b>	<b>325,016</b>
<b>TOTAL CURRENT INCOME</b>	<b>22,954,560</b>	<b>24,041,496</b>	<b>25,451,670</b>	<b>25,285,745</b>	<b>25,740,517</b>
ELIMINATION OF FLEET INTERNAL SERVICE CHARGES	-	-	-	-	-
<b>CURRENT INCOME (LESS FLEET INTERNAL SERVICE CHARGES)</b>	<b>22,954,560</b>	<b>24,041,496</b>	<b>25,451,670</b>	<b>25,285,745</b>	<b>25,740,517</b>
<i>TOTAL NON-AD VALOREM REVENUE</i>	<b>13,996,622</b>	<b>14,162,386</b>	<b>14,844,775</b>	<b>14,663,844</b>	<b>14,569,223</b>
<b><u>NON-REVENUES</u></b>					
<b><u>INTERFUND TRANSFERS (TRANSFERS FROM):</u></b>					
CRA Fund (015)	-	-	166,006	166,006	10,000
TRANSPORTATION IMPROVEMENTS (LOGT) FUND (105)	236,300	236,300	236,300	236,300	236,300
DEA FUND (106)	-	5,942	-	-	-
POLICE IMPACT FEES (107)	-	-	129,753	129,753	45,959
FIRE IMPACT FEES (108)	-	-	-	-	65,000
SOLID WASTE FUND (115)	140,000	140,000	27,150	27,150	40,895
BUILDING SERVICES FUND (120)	40,676	168,375	99,886	324,103	282,720
3RD GENERATION SALES TAX (304)	-	59,217	118,598	118,598	223,863
WATER AND WASTEWATER FUND (401)	1,257,670	1,275,605	1,725,519	1,725,519	2,013,806
STORMWATER UTILITY FUND (138)	140,000	140,000	140,000	140,000	198,294
<b>SUB-TOTAL: INTERFUND TRANSFERS</b>	<b>1,814,646</b>	<b>2,025,439</b>	<b>2,643,212</b>	<b>2,867,429</b>	<b>3,116,837</b>
<b><u>APPROPRIATED FUND BALANCE</u></b>					
- OPERATING BUDGET SUPPORT	-	-	-	454,094	-
<b>TOTAL: APPROPRIATED FUND BALANCE</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>454,094</b>	<b>-</b>
<b>TOTAL: NON-REVENUES</b>	<b>1,814,646</b>	<b>2,025,439</b>	<b>2,643,212</b>	<b>3,321,523</b>	<b>3,116,837</b>
<b>TOTAL REVENUES</b>	<b>\$ 24,769,206</b>	<b>\$ 26,066,935</b>	<b>\$ 28,094,882</b>	<b>\$ 28,607,268</b>	<b>\$ 28,857,354</b>

# General Fund Expenditures (001)

<b>EXPENDITURE CATEGORY</b>	<b>2013-14 Actual</b>	<b>2014-15 Actual</b>	<b>2015-16 Adopted Budget</b>	<b>2015-16 Amended Budget</b>	<b>2016-17 Proposed Budget</b>
<b><u>LEGISLATIVE AND EXECUTIVE</u></b>					
CITY COUNCIL	\$ 171,476	\$ 178,981	\$ 194,771	\$ 195,598	\$ 207,436
CITY ATTORNEY	251,575	245,158	217,400	217,400	237,400
CITY MANAGER	248,417	204,419	225,459	225,458	370,475
CITY CLERK	184,840	198,310	227,508	227,224	257,171
<b>TOTAL: LEGISLATIVE AND EXECUTIVE</b>	<b>856,308</b>	<b>826,868</b>	<b>865,138</b>	<b>865,680</b>	<b>1,072,482</b>
<b><u>HUMAN RESOURCES</u></b>					
	362,248	427,910	460,325	457,478	478,315
<b><u>FINANCE</u></b>					
ACCOUNTING AND PAYROLL SERVICES	410,494	391,698	440,416	445,005	573,176
PURCHASING	70,304	74,221	75,248	83,659	88,871
INFORMATION TECHNOLOGY	963,919	1,030,904	1,187,083	1,180,078	1,209,326
<b>TOTAL: FINANCE DEPARTMENT</b>	<b>1,444,717</b>	<b>1,496,823</b>	<b>1,702,747</b>	<b>1,708,742</b>	<b>1,871,373</b>
<b><u>MANAGEMENT SERVICES</u></b>					
PUBLIC INFORMATION	112,256	132,383	125,006	139,842	173,561
MANAGEMENT SERVICES	119,784	138,583	199,819	359,829	142,510
<b>TOTAL: MANAGEMENT SERVICES</b>	<b>232,040</b>	<b>270,966</b>	<b>324,825</b>	<b>499,671</b>	<b>316,071</b>
<b><u>DEVELOPMENT SERVICES</u></b>					
ECONOMIC DEVELOPMENT	94,437	83,600	89,915	89,915	60,000
ADMINISTRATION	-	149,965	170,624	164,787	173,911
COMPREHENSIVE PLANNING	304,127	231,510	268,473	273,823	310,707
DEVELOPMENT REVIEW	176,324	225,129	290,815	290,815	276,696
ZONING	58,028	-	-	-	-
CODE ENFORCEMENT	258,120	231,404	261,824	270,039	295,152
<b>TOTAL: DEVELOPMENT SERVICES</b>	<b>891,036</b>	<b>921,608</b>	<b>1,081,651</b>	<b>1,089,379</b>	<b>1,116,466</b>
<b><u>PUBLIC WORKS</u></b>					
PUBLIC WORKS ADMINISTRATION	265,946	290,360	226,115	235,907	120,680
ENGINEERING SERVICES	189,973	205,575	215,993	221,040	364,261
FLEET MAINTENANCE	255,185	-	-	-	-
LANDSCAPING AND ROW MAINTENANCE	312,082	346,037	485,504	515,006	477,711
STREETS AND SIDEWALK MAINTENANCE	711,894	716,297	857,126	891,472	774,754
STREET LIGHTING ELECTRICAL & MAINTENANCE COSTS (CITYWIDE)	740,023	833,321	794,910	734,410	789,179
<b>TOTAL: PUBLIC WORKS</b>	<b>2,475,103</b>	<b>2,391,590</b>	<b>2,579,648</b>	<b>2,597,835</b>	<b>2,526,585</b>
<b><u>POLICE DEPARTMENT</u></b>					
ADMINISTRATION	531,044	842,182	905,940	897,144	922,606
COMMUNITY POLICING/PATROL	3,311,941	3,587,793	4,153,169	4,160,829	4,332,559
EMERGENCY COMMUNICATIONS AND RECORDS	352,747	363,461	377,188	377,188	391,152
COMMUNITY RELATIONS	623,037	655,877	743,478	766,545	851,031
CRIMINAL INVESTIGATIONS	773,680	702,711	742,757	754,060	799,814
COMMUNITY RESPONSE TEAM	721,035	759,077	881,127	865,420	827,163
TRAINING	133,883	143,714	164,045	164,045	157,792
<b>TOTAL: POLICE DEPARTMENT</b>	<b>6,447,367</b>	<b>7,054,815</b>	<b>7,967,704</b>	<b>7,985,231</b>	<b>8,282,117</b>
<b><u>FIRE DEPARTMENT</u></b>					
ADMINISTRATION AND EMERGENCY MANAGEMENT	243,090	251,571	276,472	280,060	279,944
FIRE/RESCUE AND EMERGENCY TRANSPORT	4,795,602	4,675,854	5,007,177	4,989,745	5,089,395
FIRE PREVENTION	136,378	146,743	168,492	168,492	169,642
TRAINING	164,855	122,230	133,836	133,835	134,289
<b>TOTAL: FIRE DEPARTMENT</b>	<b>5,339,925</b>	<b>5,196,398</b>	<b>5,585,977</b>	<b>5,572,132</b>	<b>5,673,270</b>
<b><u>PARKS AND RECREATION</u></b>					
ADMINISTRATION AND COMMUNITY EVENTS	335,441	434,276	428,732	430,607	413,521
COMMUNITY EVENTS	204,107	224,888	232,580	229,103	182,873
CONCESSIONS	154,910	184,992	209,799	207,481	217,675
ATHLETIC FIELDS AND PARKS MAINTENANCE	921,322	950,245	1,070,047	1,089,310	1,100,987
GENERAL FACILITY MAINTENANCE	289,252	359,285	413,140	411,575	410,845
OVIEDO ON THE PARK/CULTURAL CENTER	1,829	291,638	1,261,353	981,523	1,136,080
RECREATION FACILITY MAINTENANCE*	228,833	239,745	224,893	238,390	350,414
<b>SUB-TOTAL: ADMINISTRATION AND MAINTENANCE</b>	<b>2,135,694</b>	<b>2,685,069</b>	<b>3,840,544</b>	<b>3,587,989</b>	<b>3,812,395</b>

## General Fund Expenditures (001), cont'd

	<u>2013-14 Actual</u>	<u>2014-15 Actual</u>	<u>2015-16 Adopted Budget</u>	<u>2015-16 Amended Budget</u>	<u>2016-17 Proposed Budget</u>
<b><u>PARKS AND RECREATION, CON'T</u></b>					
RECREATION ACTIVITIES					
CITY-SPONSORED ATHLETICS	220,484	449,394	483,496	483,496	563,804
RIVERSIDE RECREATION CENTER	335,961	533,307	545,675	550,216	552,478
GYMNASIUM AND FITNESS CENTER	381,389	-	-	-	-
OVIEDO BLVD. AQUATIC FACILITY	464,108	492,217	486,460	527,293	608,351
SKATEBOARD PARK	86,966	-	-	-	-
<b>SUB-TOTAL: RECREATION ACTIVITIES</b>	<b>1,488,910</b>	<b>1,474,918</b>	<b>1,515,631</b>	<b>1,561,005</b>	<b>1,724,633</b>
<b>TOTAL: PARKS AND RECREATION</b>	<b>3,624,604</b>	<b>4,159,987</b>	<b>5,356,175</b>	<b>5,148,994</b>	<b>5,537,028</b>
<b>TOTAL: ALL DEPARTMENTAL EXPENSES</b>	<b>21,673,348</b>	<b>22,746,965</b>	<b>25,924,190</b>	<b>25,925,142</b>	<b>26,873,707</b>
ELIMINATION OF FLEET INTERNAL SERVICE COSTS*	(155,452)	-	-	-	-
* TOTAL FLEET COSTS ARE SHOWN IN THE FLEET MAINTENANCE PROGRAM AND SPREAD TO USER DEPARTMENTS AND PROGRAMS WHICH CREATES A "DOUBLE-COUNT" FLEET EXPENDITURES IN THE GENERAL FUND. THE ABOVE ELIMINATION IS APPLIED TO AVOID "DOUBLE-COUNTING" OF THE EXPENDITURES.					
<b>DEPT. EXPENSES (LESS FLEET INTERNAL SERVICE COSTS)</b>	<b>21,517,896</b>	<b>22,746,965</b>	<b>25,924,190</b>	<b>25,925,142</b>	<b>26,873,707</b>
<b><u>NON-DEPARTMENTAL EXPENDITURES</u></b>					
CONTRIBUTIONS TO NON-PROFIT AND OTHER LOCAL AGENCIES	-	-	-	-	-
HURRICANE DEBRIS CLEAN-UP/DISPOSAL AND REPAIRS	-	-	-	-	-
OTHER CURRENT CHARGES	-	-	-	-	-
PAY FOR PERFORMANCE	-	-	-	-	111,000
BAD DEBT EXPENSES	410,431	391,996	-	-	-
<b>TOTAL: NON DEPARTMENTAL EXPENSES</b>	<b>410,431</b>	<b>391,996</b>	<b>-</b>	<b>-</b>	<b>111,000</b>
<b><u>NON-EXPENDITURE DISBURSEMENTS</u></b>					
PROMOTIONAL ACTIVITY - EMPLOYEE RECOGNITION	5,251	4,574	4,616	4,616	5,966
*COST INCURRED WITHIN HUMAN RESOURCES PRIOR TO FY12-13					
<b><u>INTERFUND TRANSFERS TO DEBT SERVICE FUND (201)</u></b>					
2012A PIRRN (GYM, AQUATICS, SKATEBOARD PARK, OSC IMP. & SHANE KELLY LAND AQUISITION)	-	-	644,291	644,291	615,309
2012B PIRRN (W. MITCHELL HANMOCK, N. LOCKWOOD, CITY HALL AND PUBLIC SAFETY BUILDING)	-	-	209,309	209,309	208,955
2012A CIRR (RIVERSIDE PARK)	-	-	143,036	143,036	143,113
2012B CIRR (FIRE STATION 48 & PW ADMIN. BLDG.)	-	-	164,684	164,684	164,470
2012C CIRR (MARTIN PROPERTY/OSC EXT. LANDFILL)	-	-	30,528	30,528	30,496
2012D CIRR (PUBLIC WORKS COMPLEX)	-	-	64,479	64,479	64,504
2014 PROMISSORY NOTES	-	-	34,651	34,651	-
<b>SUB-TOTAL: INTERFUND TRANSFERS FOR DEBT SERVICE</b>	<b>231,987</b>	<b>1,256,328</b>	<b>1,226,847</b>	<b>1,226,847</b>	<b>1,235,896</b>
<b><u>INTERFUND TRANSFERS TO:</u></b>					
FIRE IMPACT FEES (108)	-	69,429	93,020	93,020	-
RECREATION IMPACT FEES (109)	-	-	51,949	51,949	-
SECOND DOLLAR FUND (127)	-	-	-	-	-
STORMWATER UTILITY FUND (138)	-	-	43,662	-	-
LEASE FINANCING FUND (205)	155,242	155,253	123,634	123,634	123,634
VEHICLE REPLACEMENT FUND (302)	150,000	-	-	60,000	-
DOWNTOWN IMPROVEMENT FUND (318)	-	129,786	-	-	-
TECHNOLOGY IMPROVEMENTS FUND (320)	206,053	72,000	60,174	60,174	165,232
RECREATION FACILITY IMPROVEMENT (330)	-	19,062	33,000	373,217	81,624
GENERAL FACILITY IMPROVEMENT FUND (340)	-	53,713	334,651	334,651	138,076
FIRE RESCUE CONSTRUCTION FUND (345)	-	-	-	-	87,340
FLEET INTERNAL SERVICE FUND (504)	-	56,740	-	-	-
HEALTH INSURANCE FUND (510)	1,250,000	714,455	-	-	-
<b>SUB-TOTAL: MISCELLANEOUS INTERFUND TRANSFERS</b>	<b>1,761,295</b>	<b>1,270,438</b>	<b>740,090</b>	<b>1,096,645</b>	<b>595,906</b>
<b>TOTAL: INTERFUND TRANSFERS</b>	<b>1,993,282</b>	<b>2,526,766</b>	<b>1,966,937</b>	<b>2,323,492</b>	<b>1,831,802</b>
<b><u>RESERVE FOR CONTINGENCIES</u></b>					
RESERVE FOR UNANTICIPATED EXPENDITURES	-	-	199,139	354,018	34,879
<b>TOTAL EXPENDITURES</b>	<b>\$ 23,926,860</b>	<b>\$ 25,670,301</b>	<b>\$ 28,094,882</b>	<b>\$ 28,607,268</b>	<b>\$ 28,857,354</b>

# City Council - 1100

## 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, waste and storm water 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, and are elected “at large” and must reside within the City to be an elected representative.

## Budget Highlights

The FY 16-17 budget increased over the prior year. There was an increase in salaries and benefits as noted in the following paragraph. Operating expenses remained consistent with FY 15-16. There was an increase in the promotional activity account to include support of Kids House of Seminole, additional funds have been allocated toward the Florida League of Cities membership for five (5) council members, and membership fees have been reserved for the Chamber Trustee association with Oviedo-Winter Springs Chamber of Commerce. These decreases were offset by an increase in professional services for a lobbyist.

As is the case for all general employees, the FY 16-17 budget includes a 2% wage increase, as well as, a 10% increase in health premium rates.

## Personnel Summary

	<u>FY 12-13</u>	<u>FY 13-14</u>	<u>FY 14-15</u>	<u>FY 15-16</u>	<u>FY 16-17</u>
<b>Total</b>	0.00	0.00	0.00	0.00	0.00

# City Council - 1100

## Actual and Budget Comparison by Expenditure Grouping

<b>EXPENDITURE GROUPING</b>	<b>2013-14 Actuals</b>	<b>2014-15 Actuals</b>	<b>2015-16 Original</b>	<b>2015-16 Amended</b>	<b>2016-17 Proposed</b>
<b><u>SALARIES</u></b>					
Executive Salaries	59,096	59,983	61,182	61,182	62,406
Special Pay	-	-	-	-	298
FICA/Medicare Taxes	1,920	2,069	2,050	2,050	2,095
<b>Total Salaries</b>	<b>61,016</b>	<b>62,052</b>	<b>63,232</b>	<b>63,232</b>	<b>64,799</b>
<b><u>BENEFITS</u></b>					
Retirement Contributions	1,969	2,000	1,883	1,883	1,920
Health Insurance	16,416	16,997	27,106	27,933	30,617
Workers' Compensation	123	101	75	75	80
<b>Total Benefits</b>	<b>18,508</b>	<b>19,098</b>	<b>29,064</b>	<b>29,891</b>	<b>32,617</b>
<b><u>OPERATING EXPENSES</u></b>					
Professional Services	37,802	40,000	50,750	50,750	50,750
Other Contractual Services	4,000	4,816	4,200	5,100	4,200
Travel & Per-Diem	6,608	4,105	9,142	6,092	9,142
Communications & Freight	4,203	3,822	3,778	3,778	3,706
Freight & Postage Service	37	6	25	25	25
Utility Services	9,364	9,613	9,505	9,505	8,639
Rentals & Leases	6,400	4,314	4,335	4,335	3,735
Insurance	6,281	6,162	6,334	6,334	6,967
Printing and Binding	-	98	200	100	200
Promotional Activities	9,562	11,689	2,000	1,500	4,850
Other Current Charges	388	-	-	-	600
Operating Supplies	384	225	2,150	800	2,150
Books, Publications, Subs	6,923	12,981	10,056	14,156	15,056
<b>Total Operating Expenses</b>	<b>91,952</b>	<b>97,831</b>	<b>102,475</b>	<b>102,475</b>	<b>110,020</b>
<b>Total Expenditures by Grouping</b>	<b>\$ 171,476</b>	<b>\$ 178,981</b>	<b>\$ 194,771</b>	<b>\$ 195,598</b>	<b>\$ 207,436</b>

# City Administration - 1200

## 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, the preparation and recommendation of an annual operating budget including a ten-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.

## Budget Highlights

The FY 16-17 budget increased over the prior year primarily due to an increase in salaries and benefits as noted in the following paragraph. The City Administration budget includes the City Manager and the Assistant City Manager; the Assistant City Manager is funded in the FY 16-17 budget as compared to previous years where it was an unfunded full time equivalent (FTE) position only. Operating expenses increased slightly from the prior year due to an increase in estimating future telephone and liability insurance expenses, attributable to the Assistant City Manager position.

As is the case for all general employees, the FY 16-17 budget includes a 2% wage increase, as well as, a 10% increase in health premium rates.

## 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 10 year Capital Improvements Program (CIP).

## Personnel Summary

	<u>FY 12-13</u>	<u>FY 13-14</u>	<u>FY 14-15</u>	<u>FY 15-16</u>	<u>FY 16-17</u>
<b>Total</b>	2.00	2.00	2.00	2.00	2.00

# City Administration - 1200

## Actual and Budget Comparison by Expenditure Grouping

<b>EXPENDITURE GROUPING</b>	<b>2013-14 Actuals</b>	<b>2014-15 Actuals</b>	<b>2015-16 Original</b>	<b>2015-16 Amended</b>	<b>2016-17 Proposed</b>
<b><u>SALARIES</u></b>					
Executive Salaries	195,625	157,758	160,049	160,049	277,686
Regular Salaries & Wages	-	576	-	-	-
Special Pay	-	-	297	297	-
FICA/Medicare Taxes	11,093	9,547	11,522	11,522	20,517
<b>Total Salaries</b>	<b>206,718</b>	<b>167,881</b>	<b>171,868</b>	<b>171,868</b>	<b>298,203</b>
<b><u>BENEFITS</u></b>					
Retirement Contributions	9,781	7,917	8,002	8,002	13,884
Health Insurance	12,309	10,627	18,784	18,783	31,602
Workers' Compensation	361	307	291	291	558
<b>Total Benefits</b>	<b>22,451</b>	<b>18,851</b>	<b>27,077</b>	<b>27,076</b>	<b>46,044</b>
<b><u>OPERATING EXPENSES</u></b>					
Other Contractual Services	158	791	387	387	387
Travel & Per-Diem	1,763	1,070	2,585	2,185	3,560
Communications & Freight	2,180	2,163	2,166	2,166	3,000
Freight & Postage Service	57	32	50	50	50
Utility Services	4,304	4,418	4,600	4,600	3,970
Rentals & Leases	7,550	6,118	5,644	5,644	5,644
Insurance	1,276	1,252	1,288	1,288	1,417
Repair and Maintenance	(51)	113	150	150	150
Printing and Binding	35	-	-	-	-
Other Current Charges	261	158	150	150	750
Office Supplies	175	334	500	393	500
Operating Supplies	1,115	783	1,150	1,657	1,000
Books, Publications, Subs	425	455	7,844	7,844	5,800
<b>Total Operating Expenses</b>	<b>19,248</b>	<b>17,687</b>	<b>26,514</b>	<b>26,514</b>	<b>26,228</b>
<b>Total Expenditures by Grouping</b>	<b>\$ 248,417</b>	<b>\$ 204,419</b>	<b>\$ 225,459</b>	<b>\$ 225,458</b>	<b>\$ 370,475</b>

# Human Resources - 1201

## 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 self-insured group health program, including an on-site employee health center, and administration of the Wellness Program and all other employee benefits, administration of the self-insured safety and risk management program, coordination of employee training and development, administration of collective bargaining agreements, and participation in the planning of the City recognition and employee events.

## Budget Highlights

The Human Resources Department's met its operating expense target by submitting the FY 2016/17 Proposed Budget for operations \$379 less than the FY 2015/16 adopted budget by finding a more cost efficient alternative to the Group Benefit Certification. The HR Department's overall budget increased over the FY 15/16 budget by \$10,136 which is due to a combination of annual wage increases, increased legal fees for CFPBA contract negotiations in 2017, and increases to group health and benefit insurance costs for department employees. To assist in mitigating this overall increase, all department line items have been scrutinized and reduced wherever possible. The training budget was re-evaluated and reduced for both city-wide training and internal staff training.

As is the case for all general employees, the FY 16-17 budget includes a 2% wage increase, as well as, a 10% increase in health premium rates.

## Personnel Summary

	<u>FY 12-13</u>	<u>FY 13-14</u>	<u>FY 14-15</u>	<u>FY 15-16</u>	<u>FY 16-17</u>
<b>Total</b>	3.75	4.75	5.00	5.00	5.00

# Human Resources - 1201

## Actual and Budget Comparison by Expenditure Grouping

<b>EXPENDITURE GROUPING</b>	<b>2013-14 Actuals</b>	<b>2014-15 Actuals</b>	<b>2015-16 Original</b>	<b>2015-16 Amended</b>	<b>2016-17 Proposed</b>
<b><u>SALARIES</u></b>					
Executive Salaries	99,041	100,140	103,613	103,613	105,637
Regular Salaries & Wages	115,658	176,785	177,795	177,795	191,660
Other Salaries & Wages	27,910	1,427	-	-	-
Overtime	32	509	2,040	2,040	2,040
FICA/Medicare Taxes	17,585	20,039	20,437	20,437	21,906
<b>Total Salaries</b>	<b>260,226</b>	<b>298,900</b>	<b>303,885</b>	<b>303,885</b>	<b>321,243</b>
<b><u>BENEFITS</u></b>					
Retirement Contributions	8,310	13,821	14,173	14,173	14,967
Health Insurance	23,343	36,204	61,644	58,776	62,709
Workers' Compensation	531	530	532	532	563
Unemployment	1,375	-	-	-	-
<b>Total Benefits</b>	<b>33,559</b>	<b>50,555</b>	<b>76,349</b>	<b>73,481</b>	<b>78,239</b>
<b><u>OPERATING EXPENSES</u></b>					
Professional Services	41,485	49,901	45,055	44,805	45,640
Travel & Per-Diem	414	1,403	1,728	1,728	1,728
Communications & Freight	1,936	1,369	1,520	1,520	1,355
Freight & Postage Service	824	408	740	740	640
Utility Services	8,591	8,819	9,061	9,061	7,925
Rentals & Leases	5,625	5,648	5,547	5,547	4,827
Insurance	2,473	2,426	2,493	2,493	2,742
Repair and Maintenance	-	450	200	200	200
Printing and Binding	142	-	150	150	150
Promotional Activities	-	75	-	-	-
Other Current Charges	2,677	3,450	4,200	4,450	5,920
Office Supplies	1,503	2,931	2,000	2,000	2,000
Operating Supplies	331	332	733	754	712
Books, Publications, Subs	2,462	1,243	6,664	6,664	4,814
<b>Total Operating Expenses</b>	<b>68,463</b>	<b>78,455</b>	<b>80,091</b>	<b>80,112</b>	<b>78,833</b>
<b>Total Expenditures by Grouping</b>	<b>\$ 362,248</b>	<b>\$ 427,910</b>	<b>\$ 460,325</b>	<b>\$ 457,478</b>	<b>\$ 478,315</b>

# Human Resources - 1201

## Performance Outcomes

	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted	FY 15-16 Amended	FY 16-17 Budget
<b>Input/Demand</b>					
City Employees	332	362	340	340	340
<b>Workload/Output</b>					
# of emp apps rec'd/processed	2,217	1,689	1,800	1,800	1,800
# of job recruitments	40	73	73	73	52
# of new hires processed	101	102	35	35	100
# of training hours provided	435	2,076	1,000	1,000	500
	** Online training program that has been discontinued.				
<b>Effectiveness/Service Quality</b>					
Turnover rate (FTE only)	0.11%	14.18%	14.00%	14.00%	12.00%
% new FTE hires who remain on job 1 year	1%	25%	80%	96%	96%
<b>Efficiency</b>					
HR cost per employee	1,091	1,182	1,354	1,346	1,407

Cost per sq ft to maintain/ repair

# City Clerk - 1202

## 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; conducts lien searches on properties located within the city limits; and serves as the City's records management officer.

## Budget Highlights

The FY 16-17 budget increased over the prior year. There was an increase in salaries and benefits as noted in the following paragraph. Operating expenses for FY 16-17 decreased in a number of line items, however, operating expenses increased in printing and binding to cover costs to print the supplements to the Code of Ordinances and to the LDC. Additional funds are included to cover a proposed rewrite of the LDC.

As is the case for all general employees, the FY 16-17 budget includes a 2% wage increase, as well as, a 10% increase in health premium rates.

## Personnel Summary

	<u>FY 12-13</u>	<u>FY 13-14</u>	<u>FY 14-15</u>	<u>FY 15-16</u>	<u>FY 16-17</u>
<b>Total</b>	2.75	2.75	3.00	3.00	3.00

# City Clerk - 1202

## Actual and Budget Comparison by Expenditure Grouping

<b>EXPENDITURE GROUPING</b>	<b>2013-14 Actuals</b>	<b>2014-15 Actuals</b>	<b>2015-16 Original</b>	<b>2015-16 Amended</b>	<b>2016-17 Proposed</b>
<b><u>SALARIES</u></b>					
Executive Salaries	64,863	65,973	67,792	67,792	69,116
Regular Salaries & Wages	35,449	62,994	67,622	67,622	68,974
Other Salaries & Wages	21,476	-	-	-	-
Overtime	117	490	700	700	3,420
Special Pay	248	-	148	148	-
FICA/Medicare Taxes	8,634	9,300	9,736	9,736	10,111
<b>Total Salaries</b>	<b>130,787</b>	<b>138,757</b>	<b>145,998</b>	<b>145,998</b>	<b>151,621</b>
<b><u>BENEFITS</u></b>					
Retirement Contributions	5,011	6,473	6,806	6,806	7,076
Health Insurance	16,427	17,084	27,966	27,689	40,617
Workers' Compensation	260	249	255	255	265
<b>Total Benefits</b>	<b>21,698</b>	<b>23,806</b>	<b>35,027</b>	<b>34,750</b>	<b>47,958</b>
<b><u>OPERATING EXPENSES</u></b>					
Other Contractual Services	354	312	650	650	400
Travel & Per-Diem	2,939	1,329	4,636	4,636	2,925
Communications & Freight	1,090	1,008	1,054	1,054	1,210
Freight & Postage Service	129	197	200	200	100
Utility Services	5,552	5,698	5,767	5,767	5,121
Rentals & Leases	6,773	7,126	7,373	7,373	7,141
Insurance	1,486	1,457	1,498	1,498	1,645
Printing and Binding	6,683	6,543	8,125	8,125	22,125
Promotional Activities	-	200	-	-	-
Other Current Charges	4,524	8,254	12,000	12,000	11,600
Office Supplies	1,281	1,702	1,400	1,393	1,400
Operating Supplies	55	125	600	600	700
Books, Publications, Subs	1,489	1,796	3,180	3,180	3,225
<b>Total Operating Expenses</b>	<b>32,355</b>	<b>35,747</b>	<b>46,483</b>	<b>46,476</b>	<b>57,592</b>
<b>Total Expenditures by Grouping</b>	<b>\$ 184,840</b>	<b>\$ 198,310</b>	<b>\$ 227,508</b>	<b>\$ 227,224</b>	<b>\$ 257,171</b>

# City Clerk - 1202

## Performance Outcomes

	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted Budget	FY 15-16 Amended Budget	FY 16-17 Budget
<b><u>Input/Demand</u></b>					
Pages of old documents (to be scanned or disposed)	109,564	105,807	95,000	95,000	88,500
<b><u>Workload/Output</u></b>					
# pages of synopsis minutes produced	108	92	90	90	90
# pages of old documents scanned	599	3,603	1,750	1,750	4,000
# new documents scanned (pages)	3,603	4,585	4,000	4,000	6,500
# agendas prepared	30	37	35	35	35
lien search fees collected	41,895	65,100	35,000	35,000	56,250
<b><u>Effectiveness/Service Quality</u></b>					
% of old documents remaining to be scanned or dispositioned	96%	93%	83%	83%	73%

# Public Information - 1205

## Description

The Public Information department is the Communication division of the City and is responsible for disseminating news and informational items to the public through a variety of publications and media sources; preparing the City's bi-monthly newsletter known as Oviedo in the News; maintaining the content of the City's website, Facebook Page and Twitter accounts; co-ordinates "town meetings" and similar events that are held by City Council; and develops presentations for the City Manager, City Council members, and City Clerk to present to the public and other outside organizations.

## Budget Highlights

The FY 16-17 budget for Public Information reflects an increased budget due to an increase in salaries and benefits as noted in the following paragraph. Additionally, the Part-Time Staff Assistant has been reassigned as a Full-Time Staff Assistant at 32.50 hours per week. The Staff Assistant was a Job Share position between Management Services and Code Enforcement. The Code Enforcement Staff Assistant will be a Full-Time position within that department in the upcoming Fiscal Year. Operating expenses decreased slightly from the prior year, attributable to lower utility and copier expenses.

As is the case for all general employees, the FY 16-17 budget includes a 2% wage increase, as well as, a 10% increase in health premium rates.

## Personnel Summary

	<u>FY 12-13</u>	<u>FY 13-14</u>	<u>FY 14-15</u>	<u>FY 15-16</u>	<u>FY 16-17</u>
<b>Total</b>	3.00	3.00	2.75	3.00	3.00

# Public Information - 1205

## Actual and Budget Comparison by Expenditure Grouping

<b>EXPENDITURE GROUPING</b>	<b>2013-14 Actuals</b>	<b>2014-15 Actuals</b>	<b>2015-16 Original</b>	<b>2015-16 Amended</b>	<b>2016-17 Proposed</b>
<b><u>SALARIES</u></b>					
Regular Salaries & Wages	53,932	55,712	84,423	75,148	107,807
Other Salaries & Wages	20,858	24,181	-	1,364	-
Special Pay	133	-	-	-	-
FICA/Medicare Taxes	5,579	5,920	6,263	6,350	7,821
<b>Total Salaries</b>	<b>80,502</b>	<b>85,813</b>	<b>90,686</b>	<b>82,862</b>	<b>115,628</b>
<b><u>BENEFITS</u></b>					
Retirement Contributions	2,693	2,786	2,855	2,855	5,390
Health Insurance	6,413	7,081	9,784	32,440	33,278
Workers' Compensation	142	159	158	162	254
<b>Total Benefits</b>	<b>9,248</b>	<b>10,026</b>	<b>12,797</b>	<b>35,457</b>	<b>38,922</b>
<b><u>OPERATING EXPENSES</u></b>					
Other Contractual Services	1,188	1,488	9,869	9,869	9,994
Travel & Per-Diem	724	-	1,225	1,225	-
Communications & Freight	426	450	1,066	1,066	276
Freight & Postage Service	4,508	2,449	250	250	50
Utility Services	828	850	915	915	765
Rentals & Leases	2,117	1,918	2,045	2,045	1,444
Insurance	1,004	891	893	893	982
Repair and Maintenance	-	-	-	300	650
Printing and Binding	5,656	1,672	1,000	700	-
Promotional Activities	1,247	-	1,500	1,500	2,100
Office Supplies	128	287	400	400	300
Operating Supplies	3,803	26,390	1,375	1,375	1,150
Books, Publications, Subs	877	149	985	985	1,300
<b>Total Operating Expenses</b>	<b>22,506</b>	<b>36,544</b>	<b>21,523</b>	<b>21,523</b>	<b>19,011</b>
<b>Total Expenditures by Grouping</b>	<b>\$ 112,256</b>	<b>\$ 132,383</b>	<b>\$ 125,006</b>	<b>\$ 139,842</b>	<b>\$ 173,561</b>

# Public Information - 1205

## Performance Outcomes

	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted Budget	FY 15-16 Amended Budget	FY 16-17 Budget
<b><u>Workload/Output</u></b>					
# of in-house requests for media assistance (all types)	94	255	225	225	300
# of press releases produced or press contact	16	46	30	30	20
# of other publications/literature produced	24	67	45	45	15
# of eblast notifications sent	47	28	55	55	125
# social media posts (Twitter, Facebook)	357	445	425	425	500
<b><u>Effectiveness/Service Quality</u></b>					
Facebook likes	1,049	1,936	3,200	3,200	4,000
Twitter followers	433	677	625	625	1,800

# Accounting & Fiscal Services - 1301

## 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, the preparation of special and quarterly reports and other mandated/required reports to City departments or other governmental agencies.

## Budget Highlights

The FY 16/17 budget reflects an increase of approximately \$15,100 over the prior year. Salaries increased \$8,600 due to an increase of 2% and other salary related adjustments. Benefits increased by approximately \$7,000 which is primarily related to changes in dependent coverage. Operating expenditures decreased by approximately \$1,000 from the previous fiscal year.

As is the case for all general employees, the FY 16-17 budget includes a 2% wage increase, as well as, a 10% increase in health premium rates.

## Personnel Summary

	<u>FY 12-13</u>	<u>FY 13-14</u>	<u>FY 14-15</u>	<u>FY 15-16</u>	<u>FY 16-17</u>
<b>Total</b>	4.96	5.26	5.47	5.47	6.70

# Accounting & Fiscal Services - 1301

## Actual and Budget Comparison by Expenditure Grouping

<b>EXPENDITURE GROUPING</b>	<b>2013-14 Actuals</b>	<b>2014-15 Actuals</b>	<b>2015-16 Original</b>	<b>2015-16 Amended</b>	<b>2016-17 Proposed</b>
<b><u>SALARIES</u></b>					
Executive Salaries	35,023	35,409	36,260	36,260	110,969
Regular Salaries & Wages	162,846	145,900	164,306	164,306	162,855
Other Salaries & Wages	63,357	65,746	66,861	66,861	90,174
Overtime	1,055	4,376	3,000	4,200	5,000
Special Pay	-	-	148	148	124
FICA/Medicare Taxes	18,777	17,827	19,105	19,105	26,645
<b>Total Salaries</b>	<b>281,058</b>	<b>269,258</b>	<b>289,680</b>	<b>290,880</b>	<b>395,767</b>
<b><u>BENEFITS</u></b>					
Retirement Contributions	9,151	8,945	9,843	9,843	15,487
Health Insurance	27,911	21,351	40,689	45,278	62,254
Workers' Compensation	565	482	509	509	706
Unemployment	4,535	-	-	-	-
<b>Total Benefits</b>	<b>42,162</b>	<b>30,778</b>	<b>51,041</b>	<b>55,630</b>	<b>78,447</b>
<b><u>OPERATING EXPENSES</u></b>					
Professional Services	2,000	-	-	-	-
Accounting & Auditing	45,000	52,000	51,000	51,000	52,000
Other Contractual Services	566	397	500	500	500
Travel & Per-Diem	1,531	786	4,285	3,085	3,570
Communications & Freight	1,516	1,745	2,138	2,138	2,517
Freight & Postage Service	3,790	3,997	4,028	4,028	4,028
Utility Services	12,290	12,304	12,630	12,630	11,055
Rentals & Leases	3,358	2,794	3,532	3,532	2,032
Insurance	4,462	4,378	4,500	4,500	4,500
Printing and Binding	1,258	1,486	1,675	1,675	1,700
Other Current Charges	6,651	5,606	6,330	6,330	6,230
Office Supplies	1,249	1,848	1,490	1,490	3,050
Operating Supplies	1,493	1,936	2,767	2,767	2,315
Books, Publications, Subs	2,110	2,385	4,820	4,820	5,465
<b>Total Operating Expenses</b>	<b>87,274</b>	<b>91,662</b>	<b>99,695</b>	<b>98,495</b>	<b>98,962</b>
<b>Total Expenditures by Grouping</b>	<b>\$ 410,494</b>	<b>\$ 391,698</b>	<b>\$ 440,416</b>	<b>\$ 445,005</b>	<b>\$ 573,176</b>

# Accounting & Fiscal Services - 1301

## Performance Outcomes

	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted Budget	FY 15-16 Amended Budget	FY 16-17 Budget
<b><u>Input/Demand</u></b>					
Total FTE's	4.96	5.47	5.47	5.47	6.70
<b><u>Workload/Output</u></b>					
# invoices paid	23,336	23,718	23,000	23,000	22,000
# pcard transactions	5,703	6,335	5,500	5,500	6,500
# payroll checks issued	637	497	670	670	650
Total # transactions posted	145,491	161,705	147,000	147,000	160,000
<b><u>Effectiveness/Service Quality</u></b>					
Monthly Closeout time (days)	29	26	25	25	25
% invoices paid under 30 days	92%	90%	90%	90%	90%

# Purchasing - 1302

## Description

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

## Budget Highlights

The FY 16-17 budget reflects an increase of approximately \$11,800 over the prior year. Salaries increased \$2,000 which reflects an increase of 2%. Benefits increased by \$8,000 which is primarily related to changes in dependent healthcare coverage. Operating expenditures increased by \$1,800 from the previous fiscal year which is directly related to training associated with the FBC Six Sigma program.

As is the case for all general employees, the FY 16-17 budget includes a 2% wage increase, as well as, a 10% increase in health premium rates.

## Personnel Summary

	<u>FY 12-13</u>	<u>FY 13-14</u>	<u>FY 14-15</u>	<u>FY 15-16</u>	<u>FY 16-17</u>
<b>Total</b>	1.00	1.00	1.00	1.00	1.00

# Purchasing - 1302

## Actual and Budget Comparison by Expenditure Grouping

<b>EXPENDITURE GROUPING</b>	<b>2013-14 Actuals</b>	<b>2014-15 Actuals</b>	<b>2015-16 Original</b>	<b>2015-16 Amended</b>	<b>2016-17 Proposed</b>
<b><u>SALARIES</u></b>					
Regular Salaries & Wages	50,926	55,139	50,000	50,000	52,020
FICA/Medicare Taxes	3,865	4,130	3,825	3,825	3,330
<b>Total Salaries</b>	<b>54,791</b>	<b>59,269</b>	<b>53,825</b>	<b>53,825</b>	<b>55,350</b>
<b><u>BENEFITS</u></b>					
Retirement Contributions	2,546	2,083	2,500	2,500	2,601
Health Insurance	6,389	5,536	9,560	17,971	19,744
Workers' Compensation	109	83	118	118	101
<b>Total Benefits</b>	<b>9,044</b>	<b>7,702</b>	<b>12,178</b>	<b>20,589</b>	<b>22,446</b>
<b><u>OPERATING EXPENSES</u></b>					
Travel & Per-Diem	956	256	1,185	770	600
Communications & Freight	263	293	281	281	224
Freight & Postage Service	5	81	50	50	50
Utility Services	231	238	240	240	242
Rentals & Leases	811	724	868	868	508
Insurance	1,691	1,659	1,706	1,706	1,706
Printing and Binding	475	35	475	-	475
Other Current Charges	956	2,473	3,125	2,590	2,860
Office Supplies	211	96	200	690	300
Operating Supplies	60	120	-	-	-
Books, Publications, Subs	810	1,275	1,115	2,050	4,110
<b>Total Operating Expenses</b>	<b>6,469</b>	<b>7,250</b>	<b>9,245</b>	<b>9,245</b>	<b>11,075</b>
<b>Total Expenditures by Grouping</b>	<b>\$ 70,304</b>	<b>\$ 74,221</b>	<b>\$ 75,248</b>	<b>\$ 83,659</b>	<b>\$ 88,871</b>

# Purchasing - 1302

## Performance Outcomes

	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted Budget	FY 15-16 Amended Budget	FY 16-17 Budget
<b><u>Input/Demand</u></b>					
\$ Value of purchase orders issued	16,662,627	14,940,637	12,000,000	12,000,000	14,000,000
<b><u>Workload/Output</u></b>					
# purchase orders processed	586	666	600	600	650
# RFP's and bids	10	19	15	15	15
# requisitions returned before completion	73	61	70	70	65
\$ Value of fixed assets (city-wide inventory)	15,140,140	16,889,069	16,000,000	16,000,000	16,902,136
<b><u>Effectiveness/Service Quality</u></b>					
Average number of response to bids and RFP's	5.50	5.80	5.00	5.00	5.00
% requisitions returned before completion	13%	9%	15%	15%	7%
Average processing time to produce PO (in days)	4.30	4.07	4.00	4.00	4.41

# Information Technology - 1303

## Description

Information Technology (IT) 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 Windows based servers, over 250 desktop and laptop computers, and various network routers, switches, printers, and other peripherals.

In addition, IT provides support for all SunGard enterprise software applications including but not limited to: building permits, cash receipts, customer information systems, fixed assets, accounting/budgeting, land management, occupational licenses, purchasing/inventory, payroll/personnel, and fleet management.

## Budget Highlights

The FY 16/17 budget reflects an increase of approximately \$12,400 over the prior year. Salaries increased \$6,500 due to an increase of 2%. Benefits increased by approximately \$8,800 which is primarily related to changes in dependent coverage. Operating expenditures reflect a decrease of approximately \$3,000 from the previous year which is directly attributable to decreases in hardware and software maintenance.

As is the case for all general employees, the FY 16-17 budget includes a 2% wage increase, as well as, a 10% increase in health premium rates.

## Personnel Summary

	<u>FY 12-13</u>	<u>FY 13-14</u>	<u>FY 14-15</u>	<u>FY 15-16</u>	<u>FY 16-17</u>
<b>Total</b>	5.16	6.66	6.66	6.66	7.00

# Information Technology - 1303

## Actual and Budget Comparison by Expenditure Grouping

<b>EXPENDITURE GROUPING</b>	<b>2013-14 Actuals</b>	<b>2014-15 Actuals</b>	<b>2015-16 Original</b>	<b>2015-16 Amended</b>	<b>2016-17 Proposed</b>
<b><u>SALARIES</u></b>					
Executive Salaries	35,023	35,409	36,260	36,260	67,500
Regular Salaries & Wages	281,293	261,516	341,614	341,614	323,964
Other Salaries & Wages	-	6,030	-	-	-
Overtime	3,421	3,493	4,868	4,868	4,868
Special Pay	133	223	74	74	124
FICA/Medicare Taxes	23,333	22,745	28,540	28,540	29,764
<b>Total Salaries</b>	<b>343,203</b>	<b>329,416</b>	<b>411,356</b>	<b>411,356</b>	<b>426,220</b>
<b><u>BENEFITS</u></b>					
Retirement Contributions	11,574	11,032	15,740	15,740	16,148
Health Insurance	41,891	35,067	69,635	62,630	84,744
Workers' Compensation	698	584	688	688	764
<b>Total Benefits</b>	<b>54,163</b>	<b>46,683</b>	<b>86,063</b>	<b>79,058</b>	<b>101,656</b>
<b><u>OPERATING EXPENSES</u></b>					
Professional Services	4,403	18,383	4,451	4,451	-
Other Contractual Services	-	7,675	34,400	34,400	34,400
Travel & Per-Diem	7,134	140	4,018	4,018	2,428
Communications & Freight	46,209	42,647	42,897	42,897	33,561
Freight & Postage Service	51	139	400	400	400
Utility Services	6,626	6,802	6,760	6,760	6,112
Rentals & Leases	2,707	2,494	3,856	3,856	2,817
Insurance	3,956	16,386	3,990	3,990	4,245
Repair and Maintenance	418,223	448,405	547,047	547,047	547,002
Other Current Charges	40	40	60	60	600
Office Supplies	185	118	900	900	900
Operating Supplies	45,444	93,505	14,080	14,080	12,180
Books, Publications, Subs	31,575	18,071	26,805	26,805	36,805
<b>Total Operating Expenses</b>	<b>566,553</b>	<b>654,805</b>	<b>689,664</b>	<b>689,664</b>	<b>681,450</b>
<b>Total Expenditures by Grouping</b>	<b>\$ 963,919</b>	<b>\$ 1,030,904</b>	<b>\$ 1,187,083</b>	<b>\$ 1,180,078</b>	<b>\$ 1,209,326</b>

# Information Technology - 1303

## Performance Outcomes

	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted Budget	FY 15-16 Amended Budget	FY 16-17 Budget
<b><u>Input/Demand</u></b>					
# overall users	315	295	306	306	374
City Employees	332	362	340	340	340
<b><u>Workload/Output</u></b>					
# total work orders	3,029	3,430	2,300	2,300	2,500
<b><u>Efficiency</u></b>					
Cost per User	3,060	3,495	3,879	3,856	3,233
Cost per City Employee (FTE)	2,903	2,848	3,491	3,471	3,557

# Management Services - 1305

## Description

The Management and Budget Office is a support service of City government responsible for coordinating and directing the development of the City's Annual Operating Budget and Ten-Year Capital Improvements Program (CIP). Prepares and provides to the City Council the Quarterly Prospectus which evaluates the City's overall Budget to Actual Expenditures and Revenues at a point in time, and provides an updated status on the City's Strategic Plan. The City participates in the Florida Benchmark Consortium and the City's Performance Outcome System is evaluated and maintained by the Management Services Department.

## Budget Highlights

The FY 16-17 budget decreased over the prior year. The decrease in salaries and benefits is due to the reduction of the EMPACT funding set aside for the Consultant for the Comprehensive Compensation, Benefits and Classification Study, as well as the Equity Adjustment Funding for General Employees. Operating expenses decreased slightly, reflective of some training being based on a biennial basis; and a reduction in printing since documents are now printed in-house.

As is the case for all general employees, the FY 16-17 budget includes a 2% wage increase, as well as, a 10% increase in health premium rates.

## Personnel Summary

	<u>FY 12-13</u>	<u>FY 13-14</u>	<u>FY 14-15</u>	<u>FY 15-16</u>	<u>FY 16-17</u>
<b>Total</b>	1.00	1.00	1.00	1.00	1.00

# Management Services - 1305

## Actual and Budget Comparison by Expenditure Grouping

<b>EXPENDITURE GROUPING</b>	<b>2013-14 Actuals</b>	<b>2014-15 Actuals</b>	<b>2015-16 Original</b>	<b>2015-16 Amended</b>	<b>2016-17 Proposed</b>
<b><u>SALARIES</u></b>					
Executive Salaries	93,374	94,405	96,677	96,677	98,610
Regular Salaries & Wages	-	365	60,000	60,000	-
Other Salaries & Wages	-	-	-	-	74
FICA/Medicare Taxes	7,106	7,105	7,240	15,540	7,314
<b>Total Salaries</b>	<b>100,480</b>	<b>101,875</b>	<b>163,917</b>	<b>172,217</b>	<b>105,998</b>
<b><u>BENEFITS</u></b>					
Retirement Contributions	4,744	4,738	4,834	4,834	4,931
Health Insurance	6,645	6,746	9,809	9,809	10,748
Workers' Compensation	185	184	184	184	192
<b>Total Benefits</b>	<b>11,574</b>	<b>11,668</b>	<b>14,827</b>	<b>14,827</b>	<b>15,871</b>
<b><u>OPERATING EXPENSES</u></b>					
Professional Services	-	9,880	-	153,165	-
Travel & Per-Diem	445	274	3,128	3,128	1,633
Communications & Freight	1,034	989	893	893	845
Freight & Postage Service	2	10	-	72	75
Utility Services	828	850	885	885	765
Rentals & Leases	1,997	1,918	2,294	2,294	1,444
Insurance	437	428	440	440	484
Repair and Maintenance	-	135	-	-	-
Printing and Binding	-	-	1,000	1,000	-
Promotional Activities	186	217	-	-	200
Other Current Charges	2,147	1,352	2,500	2,428	2,350
Office Supplies	409	299	400	400	350
Operating Supplies	25	1,123	5,500	4,045	5,500
Books, Publications, Subs	220	7,565	4,035	4,035	6,995
<b>Total Operating Expenses</b>	<b>7,730</b>	<b>25,040</b>	<b>21,075</b>	<b>172,785</b>	<b>20,641</b>
<b>Total Expenditures by Grouping</b>	<b>\$ 119,784</b>	<b>\$ 138,583</b>	<b>\$ 199,819</b>	<b>\$ 359,829</b>	<b>\$ 142,510</b>

# Management Services - 1305

## Performance Outcomes

	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted Budget	FY 15-16 Amended Budget	FY 16-17 Budget
<b><u>Input/Demand</u></b>					
General Fund Budget	23,669,766	27,070,020	28,094,882	28,094,882	28,763,787
City-Wide Budget	51,929,627	47,003,089	51,910,211	51,910,211	72,743,361
<b><u>Workload/Output</u></b>					
# of programs (cost centers)	53	53	53	53	53
# of funds	37	37	38	38	38
<b><u>Effectiveness/Service Quality</u></b>					
General Fund undesignated fund balance as % of GF expenditures	15.00%	15.00%	15.00%	15.00%	18.00%
General Fund debt service as % of total revenues	5.30%	5.30%	4.81%	4.81%	4.50%
<b><u>Efficiency</u></b>					
Budget office cost as % of Total City Budget	0.26%	4.30%	0.70%	0.70%	0.25%
Cost per sq ft to maintain/ repair	259.83	267.23	281.55	290.20	296.83

# City Attorney - 1400

## 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.

## Budget Highlights

The FY 16-17 budget reflects a contractual monthly fee and an annual budget based on the prior two years of service. Legal costs for the City’s Labor Attorney are reflected in the Human Resource budget.

## Personnel Summary

	<u>FY 12-13</u>	<u>FY 13-14</u>	<u>FY 14-15</u>	<u>FY 15-16</u>	<u>FY 16-17</u>
<b>Total</b>	0.00	0.00	0.00	0.00	0.00

# City Attorney - 1400

## Actual and Budget Comparison by Expenditure Grouping

<u>EXPENDITURE GROUPING</u>	<u>2013-14 Actuals</u>	<u>2014-15 Actuals</u>	<u>2015-16 Original</u>	<u>2015-16 Amended</u>	<u>2016-17 Proposed</u>
<b><u>OPERATING EXPENSES</u></b>					
Professional Services	251,575	245,158	217,400	217,400	237,400
<b>Total Operating Expenses</b>	<b>251,575</b>	<b>245,158</b>	<b>217,400</b>	<b>217,400</b>	<b>237,400</b>
<b>Total Expenditures by Grouping</b>	<b>\$ 251,575</b>	<b>\$ 245,158</b>	<b>\$ 217,400</b>	<b>\$ 217,400</b>	<b>\$ 237,400</b>

# Development Services Administration - 1500

## Description

Under the direction of the Development Services Director, Administration is responsible for overseeing and providing managerial support for the Planning, Development Review, Code Enforcement, and Building Services Divisions. The Director also serves as liaison to the Local Planning Agency (LPA) 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) is completed in accordance with approved work plans and contracts.

In addition to work program development and administration, the Administration 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. The Director is also responsible for coordinating special projects, such as amendments to the Land Development Code and the Comprehensive Plan.

The Development Service Department's main task is to ensure development in the City complies with the Comprehensive Plan, the Land Development Code and other related Ordinances while providing great customer services to all stakeholders involved in the City's development.

## Budget Highlights

The FY 16-17 budget increased over the prior year due to an increase in salaries and health benefits. Operating expenses increased slightly due to other professional services (to fund a Seminole Leadership registration), an increase in legal advertising costs and other small increases in operating supplies.

As is the case for all general employees, the FY 16-17 budget includes a 2% wage increase, as well as, a 10% increase in health premium rates.

## Personnel Summary

	<u>FY 12-13</u>	<u>FY 13-14</u>	<u>FY 14-15</u>	<u>FY 15-16</u>	<u>FY 16-17</u>
<b>Total</b>	0.00	0.00	2.00	2.00	2.00

# Development Services Administration - 1500

## Actual and Budget Comparison by Expenditure Grouping

<b>EXPENDITURE GROUPING</b>	<b>2013-14 Actuals</b>	<b>2014-15 Actuals</b>	<b>2015-16 Original</b>	<b>2015-16 Amended</b>	<b>2016-17 Proposed</b>
<b><u>SALARIES</u></b>					
Executive Salaries	-	90,301	92,473	92,473	94,322
Regular Salaries & Wages	-	28,442	28,666	28,666	29,239
Overtime	-	20	120	120	105
Special Pay	-	-	149	149	149
FICA/Medicare Taxes	-	8,748	8,836	8,836	9,164
<b>Total Salaries</b>	-	127,511	130,244	130,244	132,979
<b><u>BENEFITS</u></b>					
Retirement Contributions	-	4,814	4,916	4,916	5,014
Health Insurance	-	8,204	14,810	10,223	11,163
Workers' Compensation	-	230	231	231	240
Unemployment	-	(275)	-	-	2,500
<b>Total Benefits</b>	-	12,973	19,957	15,370	18,917
<b><u>OPERATING EXPENSES</u></b>					
Travel & Per-Diem	-	762	1,069	1,069	1,467
Communications & Freight	-	69	1,462	1,462	1,924
Utility Services	-	4,812	5,762	5,762	7,786
Rentals & Leases	-	-	1,243	-	724
Insurance	-	-	4,182	4,182	1,766
Printing and Binding	-	63	70	70	70
Promotional Activities	-	25	-	-	-
Other Current Charges	-	128	1,200	1,200	2,928
Office Supplies	-	1,377	1,229	1,222	1,329
Operating Supplies	-	1,193	1,000	1,000	900
Books, Publications, Subs	-	1,052	3,206	3,206	3,121
<b>Total Operating Expenses</b>	-	9,481	20,423	19,173	22,015
<b>Total Expenditures by Grouping</b>	<b>\$ -</b>	<b>\$ 149,965</b>	<b>\$ 170,624</b>	<b>\$ 164,787</b>	<b>\$ 173,911</b>

# Planning - 1501

## Description

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 Planning division is responsible for: 1) the review of Comprehensive Plan amendments, 2) the coordination with various regional and State agencies, 3) the review of projects for consistency with the City's zoning map, Land Development Code and Comprehensive Plan; 4) making sure that adequate infrastructure and basic services are available to support new development; 5) assisting developers and residents in complying with the City's Comprehensive Plan and Land Development Code.

Planning staff processes applications for future land use map amendments, zoning map amendments, annexations, special exceptions, deviations, zoning letters, special events, and other applications. In addition, Planning provides technical data and recommendations for land development proposals to the City Council and the Local Planning Agency. Planning Staff is also responsible for assessing impact fees and coordinating the annual revision of the City's impact fees.

## Budget Highlights

The FY 16-17 budget increased over the prior year. There was an increase in "Other Professional Services", due to the Comprehensive Plan Evaluation and Appraisal Report and the update of the Downtown Master Plan for Historic Downtown. There was no significant change in operating expenses for FY 16-17.

As is the case for all general employees, the FY 16-17 budget includes a 2% wage increase, as well as, a 10% increase in health premium rates.

## Personnel Summary

	<u>FY 12-13</u>	<u>FY 13-14</u>	<u>FY 14-15</u>	<u>FY 15-16</u>	<u>FY 16-17</u>
<b>Total</b>	3.00	3.00	3.00	3.00	3.00

# Planning - 1501

## Actual and Budget Comparison by Expenditure Grouping

<b>EXPENDITURE GROUPING</b>	<b>2013-14 Actuals</b>	<b>2014-15 Actuals</b>	<b>2015-16 Original</b>	<b>2015-16 Amended</b>	<b>2016-17 Proposed</b>
<b><u>SALARIES</u></b>					
Executive Salaries	88,972	-	-	-	-
Regular Salaries & Wages	112,043	140,871	145,547	145,547	148,458
Other Salaries & Wages	21,302	6,946	7,600	7,600	13,600
Overtime	34	195	350	350	4,850
Special Pay	199	148	-	-	-
FICA/Medicare Taxes	16,750	11,182	11,569	11,569	11,876
<b>Total Salaries</b>	<b>239,300</b>	<b>159,342</b>	<b>165,066</b>	<b>165,066</b>	<b>178,784</b>
<b><u>BENEFITS</u></b>					
Retirement Contributions	9,786	6,984	7,295	7,295	7,666
Health Insurance	13,391	18,822	28,630	32,737	35,946
Workers' Compensation	433	624	278	278	289
Unemployment	275	-	-	-	-
<b>Total Benefits</b>	<b>23,885</b>	<b>26,430</b>	<b>36,203</b>	<b>40,310</b>	<b>43,901</b>
<b><u>OPERATING EXPENSES</u></b>					
Professional Services	18,285	10,006	33,500	33,500	48,500
Other Contractual Services	-	-	50	50	-
Travel & Per-Diem	462	888	2,719	2,719	2,209
Communications & Freight	1,362	1,948	1,568	1,568	790
Freight & Postage Service	501	1,878	4,612	3,612	3,412
Utility Services	2,162	1,447	-	-	-
Rentals & Leases	3,713	5,154	3,292	4,535	1,935
Insurance	2,228	4,068	-	-	2,649
Printing and Binding	80	190	505	505	305
Other Current Charges	5,811	16,111	16,380	16,380	20,382
Office Supplies	1,595	1,474	1,500	1,300	1,500
Operating Supplies	2,279	861	510	510	540
Books, Publications, Subs	2,464	1,713	2,568	3,768	5,800
<b>Total Operating Expenses</b>	<b>40,942</b>	<b>45,738</b>	<b>67,204</b>	<b>68,447</b>	<b>88,022</b>
<b>Total Expenditures by Grouping</b>	<b>\$ 304,127</b>	<b>\$ 231,510</b>	<b>\$ 268,473</b>	<b>\$ 273,823</b>	<b>\$ 310,707</b>

# Planning - 1501

## Performance Outcomes

	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted Budget	FY 15-16 Amended Budget	FY 16-17 Budget
<b><u>Workload/Output</u></b>					
# of Large-scale Comp Plan apps.	3	2	2	2	2
# of rezoning applications	8	4	4	4	4
# Deviation applications	6	5	4	4	4
# of Special event apps adopted	74	50	75	75	75
<b><u>Effectiveness/Service Quality</u></b>					
Avg # days to process applications:					
Large-scale CPA	400	400	400	400	400
Small-scale CPA	200	200	200	200	200
Rezoning application	200	200	200	200	200
Annexation application	350	350	350	350	350
Deviation application	40	40	40	40	40
Cost per sq ft to maintain/ repair	21	30	30	30	30
<b><u>Efficiency</u></b>					
BTR processed/day/technician	N/A	9	9	9	9
Plan reviews/day/technician	N/A	2	1.5	1.5	2

\*New efficiencies established in FY 2014/15.

# Development Review - 1502

## Description

The Development Review program is responsible for site 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 meetings, progress meetings, reviews building permit applications, deviations, plats, special exception use orders, master land use plans, development agreements, schedules and provides technical data and recommendations for amendments to the Land Development Code (LDC) to the City Council and the Local Planning Agency (LPA). The program acts as liaison to Metroplan - Orlando on pedestrian and bike issues, to the Lynx Regional Working Group, and the Seminole County SunRail Working Group.

## Budget Highlights

The FY 16-17 overall budget decreased by 5.5% from the adopted FY 15-16 budget. There was a decrease in “Other Professional Services”, since Staff absorbed parts of the work related to the Land Development Code re-write. Most of the other expenses remained stable.

As is the case for all general employees, the FY 16-17 budget includes a 2% wage increase, as well as, a 10% increase in health premium rates.

## Personnel Summary

	<u>FY 12-13</u>	<u>FY 13-14</u>	<u>FY 14-15</u>	<u>FY 15-16</u>	<u>FY 16-17</u>
<b>Total</b>	2.00	2.00	3.00	3.00	3.00

# Development Review - 1502

## Actual and Budget Comparison by Expenditure Grouping

<b>EXPENDITURE GROUPING</b>	<b>2013-14 Actuals</b>	<b>2014-15 Actuals</b>	<b>2015-16 Original</b>	<b>2015-16 Amended</b>	<b>2016-17 Proposed</b>
<b><u>SALARIES</u></b>					
Executive Salaries	-	-	-	-	-
Regular Salaries & Wages	120,298	134,616	159,387	159,387	157,174
Other Salaries & Wages	-	1,073	-	-	-
Overtime	55	216	405	405	441
Special Pay	-	148	149	149	-
FICA/Medicare Taxes	8,841	10,204	12,020	12,020	11,845
<b>Total Salaries</b>	<b>129,194</b>	<b>146,257</b>	<b>171,961</b>	<b>171,961</b>	<b>169,460</b>
<b><u>BENEFITS</u></b>					
Retirement Contributions	4,764	6,437	7,990	7,990	7,881
Health Insurance	12,722	10,902	19,657	19,657	21,545
Workers' Compensation	446	569	286	286	304
<b>Total Benefits</b>	<b>17,932</b>	<b>17,908</b>	<b>27,933</b>	<b>27,933</b>	<b>29,730</b>
<b><u>OPERATING EXPENSES</u></b>					
Professional Services	16,009	47,357	73,680	73,680	62,150
Travel & Per-Diem	236	164	2,308	2,308	1,035
Communications & Freight	1,311	1,378	1,465	1,465	480
Freight & Postage Service	166	193	250	250	200
Utility Services	2,537	1,086	-	-	-
Rentals & Leases	2,883	3,006	3,693	3,693	1,935
Insurance	2,122	2,180	2,240	2,240	2,649
Printing and Binding	514	292	705	705	500
Other Current Charges	-	1,798	2,500	2,500	3,792
Office Supplies	1,199	1,270	1,500	1,500	1,500
Operating Supplies	270	97	465	465	480
Books, Publications, Subs	1,951	2,143	2,115	2,115	2,785
<b>Total Operating Expenses</b>	<b>29,198</b>	<b>60,964</b>	<b>90,921</b>	<b>90,921</b>	<b>77,506</b>
<b>Total Expenditures by Grouping</b>	<b>\$ 176,324</b>	<b>\$ 225,129</b>	<b>\$ 290,815</b>	<b>\$ 290,815</b>	<b>\$ 276,696</b>

# Development Review - 1502

## Performance Outcomes

	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted Budget	FY 15-16 Amended Budget	FY 16-17 Budget
<b><u>Input/Demand</u></b>					
FTE's	2.00	3.00	3.00	3.00	3.00
<b><u>Workload/Output</u></b>					
No. of Applications Received:					
Sufficiency	25.00	50.00	30.00	30.00	49.00
Compliance reviews	25.00	50.00	30.00	30.00	49.00
<b><u>Effectiveness/Service Quality</u></b>					
Avg # days to conduct reviews:					
Sufficiency	8.00	2.20	2.00	2.00	2.00
Compliance reviews	28.00	26.80	28.00	28.00	28.00

# Engineering & Inspection Services - 1901

## Description

Public Works Administration includes Engineering and Inspection Services. It is responsible for coordinating and managing all City capital improvement projects from conceptual design through final construction, including: 1) Serving as liaison with consulting engineers for the design and construction management of road, drainage, water and sewer, beautification, and other capital improvement projects identified in the City's 10 Year Capital Improvements Program (CIP); 2) Survey and mapping and in-house projects that are not contracted to a consultant engineer; 3) Monitoring, inspecting, and providing general oversight of projects under construction; 4) Obtaining professional technical services through the competitive bid process. The Contract Compliance Inspector is allocated to this department 50% of the time, with the remaining being split with Stormwater Utility Inspections.

## Budget Highlights

The FY 16-17 budget increased overall due mainly to an increase in salaries and benefits from multiple positions with a percentage of salaries charged to this department for next year. Some of the operating expenditures that increased as a result of more personnel assigned to this department include: vehicle replacement expenditures; insurance, vehicle repairs, office supplies, uniforms, and fuel.

As is the case for all general employees, the FY 16-17 budget includes a 2% wage increase, as well as, a 10% increase in health premium rates.

## Personnel Summary

	<u>FY 12-13</u>	<u>FY 13-14</u>	<u>FY 14-15</u>	<u>FY 15-16</u>	<u>FY 16-17</u>
<b>Total</b>	2.25	2.25	2.25	2.10	4.00

# Engineering & Inspection Services - 1901

## Actual and Budget Comparison by Expenditure Grouping

<b>EXPENDITURE GROUPING</b>	<b>2013-14 Actuals</b>	<b>2014-15 Actuals</b>	<b>2015-16 Original</b>	<b>2015-16 Amended</b>	<b>2016-17 Proposed</b>
<b><u>SALARIES</u></b>					
Regular Salaries & Wages	122,719	121,124	125,861	125,861	235,265
Other Salaries & Wages	-	3,600	-	-	-
Overtime	3	5	-	-	500
Special Pay	-	-	223	223	149
FICA/Medicare Taxes	9,137	9,364	9,430	9,430	17,263
<b>Total Salaries</b>	<b>131,859</b>	<b>134,093</b>	<b>135,514</b>	<b>135,514</b>	<b>253,177</b>
<b><u>BENEFITS</u></b>					
Retirement Contributions	5,483	5,392	5,625	5,625	10,493
Health Insurance	15,861	14,293	20,179	25,226	50,128
Workers' Compensation	1,711	1,104	672	672	2,156
<b>Total Benefits</b>	<b>23,055</b>	<b>20,789</b>	<b>26,476</b>	<b>31,523</b>	<b>62,777</b>
<b><u>OPERATING EXPENSES</u></b>					
Other Contractual Services	830	-	5,000	5,000	2,500
Travel & Per-Diem	-	-	200	200	200
Communications & Freight	6,952	7,708	8,490	8,490	8,002
Freight & Postage Service	-	-	200	200	200
Utility Services	13,486	13,856	14,700	14,700	5,992
Rentals & Leases	2,327	2,986	5,080	5,080	4,325
Insurance	3,430	3,525	3,624	3,624	3,987
Repair and Maintenance	591	10,552	5,409	5,409	8,461
Printing and Binding	91	-	300	300	300
Other Current Charges	554	750	1,150	1,150	2,040
Office Supplies	1,596	3,786	1,600	1,600	2,500
Operating Supplies	4,531	6,003	6,150	6,150	7,600
Books, Publications, Subs	671	1,527	2,100	2,100	2,200
<b>Total Operating Expenses</b>	<b>35,059</b>	<b>50,693</b>	<b>54,003</b>	<b>54,003</b>	<b>48,307</b>
<b>Total Expenditures by Grouping</b>	<b>\$ 189,973</b>	<b>\$ 205,575</b>	<b>\$ 215,993</b>	<b>\$ 221,040</b>	<b>\$ 364,261</b>

# Engineering & Inspection Services - 1901

## Performance Outcomes

	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted Budget	FY 15-16 Amended Budget	FY 16-17 Budget
<b><u>Input/Demand</u></b>					
Total Road Miles in Network	117	117	117	117	117
Resurfacing Costs	223,521	750,000	750,000	750,000	355,000
Projects in Design & Bidding Phase	16	72	14	14	9
Projects in Construction phase	9	34	13	13	9
<b><u>Workload/Output</u></b>					
Miles of road resurfaced (lane miles)	2.7	6.2	5.2	5.2	2.8
# Design Projects Completed/bid	13	10	14	14	18
# Construction Projects Completed	12	8	13	13	7
# Development Plans Reviewed	112	106	152	152	182
Plot Plans/Final Surveys /Rev & Inspected	137	156	170	170	476
<b><u>Effectiveness/Service Quality</u></b>					
% of Miles Resurfaced	2.31%	5.30%	4.44%	4.44%	2.39%
<b><u>Efficiency</u></b>					
Cost per sq ft to maintain/ repair	82,786	120,968	144,231	144,231	126,786
# Const. Projects completed on time	12	7	13	13	9

# General Facility Maintenance - 1910

## Description

General Facility Maintenance is a support service function of City government. It 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 and is responsible for oversight and monitoring of contracted services for electrical, extermination, and air conditioning.

## Budget Highlights

General Facility Maintenance is a support service function of City government. It 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 and is responsible for oversight and monitoring of contracted services for electrical, extermination, and air conditioning.

The FY 16-17 budget increased in from FY 15-16. There was an increase in salaries and benefits as noted in the paragraph below. There was an increase in operating expenses due to the increase in repairs and maintenance which includes repairs to the pool and outdated equipment. Additionally, there was an increase in rentals and leases.

As is the case for all general employees, the FY 16-17 budget includes a 2% wage increase, as well as, a 10% increase in health premium rates.

## Personnel Summary

	<u>FY 12-13</u>	<u>FY 13-14</u>	<u>FY 14-15</u>	<u>FY 15-16</u>	<u>FY 16-17</u>
<b>Total</b>	5.30	3.67	4.00	4.50	4.50

# General Facility Maintenance - 1910

## Actual and Budget Comparison by Expenditure Grouping

<u>EXPENDITURE GROUPING</u>	<u>2013-14</u> <u>Actuals</u>	<u>2014-15</u> <u>Actuals</u>	<u>2015-16</u> <u>Original</u>	<u>2015-16</u> <u>Amended</u>	<u>2016-17</u> <u>Proposed</u>
<b><u>SALARIES</u></b>					
Regular Salaries & Wages	91,293	131,350	170,982	170,982	147,565
Other Salaries & Wages	21,094	-	-	-	-
Overtime	1,354	6,353	4,000	4,000	4,000
Special Pay	68	334	-	-	74
FICA/Medicare Taxes	8,343	10,145	12,991	12,991	11,209
<b>Total Salaries</b>	<b>122,152</b>	<b>148,182</b>	<b>187,973</b>	<b>187,973</b>	<b>162,848</b>
<b><u>BENEFITS</u></b>					
Retirement Contributions	5,049	6,490	8,058	8,058	6,873
Health Insurance	16,174	21,415	42,794	29,849	36,643
Workers' Compensation	4,917	5,260	6,485	6,485	4,501
<b>Total Benefits</b>	<b>26,140</b>	<b>33,165</b>	<b>57,337</b>	<b>44,392</b>	<b>48,017</b>
<b><u>OPERATING EXPENSES</u></b>					
Professional Services	25,287	2,912	3,000	3,000	3,000
Other Contractual Services	22,503	31,822	42,819	22,819	46,417
Communications & Freight	1,795	2,198	1,663	1,663	2,662
Rentals & Leases	3,146	11,172	18,032	18,032	21,539
Insurance	15,278	14,990	15,410	15,410	18,036
Repair and Maintenance	39,682	98,582	54,146	85,526	77,206
Operating Supplies	33,269	15,916	32,260	32,260	30,620
Books, Publications, Subs	-	346	500	500	500
<b>Total Operating Expenses</b>	<b>140,960</b>	<b>177,938</b>	<b>167,830</b>	<b>179,210</b>	<b>199,980</b>
<b>Total Expenditures by Grouping</b>	<b>\$ 289,252</b>	<b>\$ 359,285</b>	<b>\$ 413,140</b>	<b>\$ 411,575</b>	<b>\$ 410,845</b>

# General Facility Maintenance - 1910

## Performance Outcomes

	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted Budget	FY 15-16 Amended Budget	FY 16-17 Budget
<b><u>Input/Demand</u></b>					
Total square footage maintained/ repaired	64,403	64,403	64,403	64,403	64,403
<b><u>Workload/Output</u></b>					
# Work orders completed:	1,436	859	1,023	1,023	801
Custodial Services	1,179	565	757	757	503
Repairs	121	109	109	109	108
Emergencies	9	4	11	11	-
Other	127	181	146	146	190
<b><u>Effectiveness/Service Quality</u></b>					
Average # days to complete low priority work order	1.00	1.00	1.00	1.00	1.00
% emergency repairs completed within 24 hrs.	100%	100%	100%	100%	100%
<b><u>Efficiency</u></b>					
Cost per work order completed	201.43	418.26	403.85	402.32	505.92
Cost per sq ft to maintain/ repair	4.49	5.58	6.41	6.39	6.29

# Police Administration & Accreditation - 2100

## Description

Police Administration provides the managerial support as well as command, control, and guidance to the Oviedo Police Department's six program areas: Community Policing/Patrol; Records; Community Involvement/Outreach; 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 improving the quality of life in the Oviedo community.

Police Administration also includes the Department's Professional Standards Unit (responsible for Internal Affairs, Public Information Officer and Accreditation).

## Budget Highlights

The FY 16-17 budget increased over the prior year due to an increase in salaries and benefits as noted in the following paragraph and increased to the building maintenance line item. Operating expenses increased due to the division receiving new vehicles, which resulted in an increased amortization cost to the division; an increase in utilities based on actual costs so far in FY 15-16; and additional training for officers.

As is the case for all general employees, the FY 16-17 budget includes a 2% wage increase, as well as, a 10% increase in health premium rates.

## Personnel Summary

	<u>FY 12-13</u>	<u>FY 13-14</u>	<u>FY 14-15</u>	<u>FY 15-16</u>	<u>FY 16-17</u>
<b>Total</b>	5.80	6.80	6.80	7.00	7.00

# Police Administration & Accreditation - 2100

## Actual and Budget Comparison by Expenditure Grouping

<b>EXPENDITURE GROUPING</b>	<b>2013-14 Actuals</b>	<b>2014-15 Actuals</b>	<b>2015-16 Original</b>	<b>2015-16 Amended</b>	<b>2016-17 Proposed</b>
<b><u>SALARIES</u></b>					
Executive Salaries	111,913	115,334	116,984	116,984	120,973
Regular Salaries & Wages	226,938	430,860	442,148	442,148	440,741
Other Salaries & Wages	-	79	-	-	-
Overtime	2,149	2,266	1,200	1,200	1,200
Special Pay	6,370	9,490	9,490	9,490	10,380
FICA/Medicare Taxes	24,889	40,464	41,116	41,116	43,112
<b>Total Salaries</b>	<b>372,259</b>	<b>598,493</b>	<b>610,938</b>	<b>610,938</b>	<b>616,406</b>
<b><u>BENEFITS</u></b>					
Retirement Contributions	49,831	81,785	70,754	70,754	60,172
Health Insurance	40,240	49,934	84,783	72,350	69,447
Workers' Compensation	5,904	12,908	12,811	12,811	13,198
<b>Total Benefits</b>	<b>95,975</b>	<b>144,627</b>	<b>168,348</b>	<b>155,915</b>	<b>142,817</b>
<b><u>OPERATING EXPENSES</u></b>					
Professional Services	4,285	2,520	2,960	2,960	2,960
Travel & Per-Diem	2,524	5,887	5,245	5,245	6,650
Communications & Freight	5,380	32,858	34,436	34,436	30,415
Freight & Postage Service	1,792	1,562	1,600	1,600	1,800
Utility Services	17,013	17,519	20,504	20,504	27,345
Rentals & Leases	3,974	6,265	12,911	12,911	20,850
Insurance	5,981	5,869	6,034	6,034	6,637
Repair and Maintenance	1,536	4,842	6,049	11,814	33,306
Printing and Binding	100	120	140	140	100
Promotional Activities	146	259	600	600	600
Other Current Charges	387	150	140	140	380
Office Supplies	2,963	2,982	2,300	2,300	2,300
Operating Supplies	11,140	11,037	12,600	17,472	12,500
Books, Publications, Subs	5,589	7,192	21,135	14,135	17,540
<b>Total Operating Expenses</b>	<b>62,810</b>	<b>99,062</b>	<b>126,654</b>	<b>130,291</b>	<b>163,383</b>
<b>Total Expenditures by Grouping</b>	<b>\$ 531,044</b>	<b>\$ 842,182</b>	<b>\$ 905,940</b>	<b>\$ 897,144</b>	<b>\$ 922,606</b>

# Police Administration & Accreditation - 2100

## Performance Outcomes

	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted Budget	FY 15-16 Amended Budget	FY 16-17 Budget
<b><u>Input/Demand</u></b>					
Population	34,573	36,251	36,251	36,251	36,819
<b><u>Workload/Output</u></b>					
# internal complaints investigated	11	11	11	11	12
# of citizen complaints filed	-	3	3	3	3
<b><u>Effectiveness/Service Quality</u></b>					
Citizen service quality rating (all PD services)	90%	90%	N/A	N/A	N/A
Safety service quality rating (all PD services) (%good/excellent - National Citizen Survey)	90%	90%	N/A	N/A	N/A
<b><u>Efficiency</u></b>					
PD expenditures per capita (department-wide)	15.36	23.23	24.99	24.75	25.06

# Community Policing & Patrol - 2101

## Description

Community Policing/Patrol is the core law enforcement function of the Oviedo Police Department that provides an array of law enforcement services focusing on: responding to calls for service by the public both emergency and non-emergency in nature, the protection of life and property; prevention of crime; apprehension of criminals and traffic control. Community Policing responds to approximately 40,000 calls for service annually, conducts over 15,000 traffic stops and provides for area business checks under a program known as Night Eyes.

## Budget Highlights

The FY 16-17 budget operating expenses increased due to the division receiving new vehicles, which resulted in an increased amortization cost to the division; and an increase in operating supplies to provide equipment to two new officers.

As is the case for all general employees, the FY 16-17 budget includes a 2% wage increase, as well as, a 10% increase in health premium rates.

## Personnel Summary

	<u>FY 12-13</u>	<u>FY 13-14</u>	<u>FY 14-15</u>	<u>FY 15-16</u>	<u>FY 16-17</u>
<b>Total</b>	38.00	40.00	40.00	42.00	44.00

# Community Policing & Patrol - 2101

## Actual and Budget Comparison by Expenditure Grouping

<b>EXPENDITURE GROUPING</b>	<b>2013-14 Actuals</b>	<b>2014-15 Actuals</b>	<b>2015-16 Original</b>	<b>2015-16 Amended</b>	<b>2016-17 Proposed</b>
<b><u>SALARIES</u></b>					
Regular Salaries & Wages	1,876,223	2,110,098	2,309,778	2,309,778	2,386,976
Overtime	79,757	87,622	118,750	118,750	120,000
Special Pay	38,725	41,055	40,133	40,133	42,986
FICA/Medicare Taxes	146,433	165,033	180,756	180,756	186,544
<b>Total Salaries</b>	<b>2,141,138</b>	<b>2,403,808</b>	<b>2,649,417</b>	<b>2,649,417</b>	<b>2,736,506</b>
<b><u>BENEFITS</u></b>					
Retirement Contributions	411,987	413,569	378,133	378,133	327,793
Health Insurance	261,197	287,155	480,522	465,452	556,995
Workers' Compensation	54,649	64,600	70,442	70,442	73,366
<b>Total Benefits</b>	<b>727,833</b>	<b>765,324</b>	<b>929,097</b>	<b>914,027</b>	<b>958,154</b>
<b><u>OPERATING EXPENSES</u></b>					
Professional Services	3,795	5,217	3,530	3,530	3,530
Other Contractual Services	105	-	-	-	-
Travel & Per-Diem	809	2,584	7,312	7,312	5,312
Communications & Freight	30,410	10,502	15,441	15,441	12,800
Freight & Postage Service	113	186	100	100	100
Rentals & Leases	60,455	70,830	127,046	127,046	216,979
Insurance	47,727	46,826	48,135	48,135	52,948
Repair and Maintenance	95,961	78,809	88,160	102,690	138,804
Printing and Binding	1,698	3,857	3,280	3,280	3,280
Other Current Charges	2,216	1,896	2,300	2,300	3,000
Office Supplies	200	189	200	200	200
Operating Supplies	193,167	192,499	256,466	264,666	193,656
Books, Publications, Subs	6,314	5,266	12,685	12,685	7,290
<b>Total Operating Expenses</b>	<b>442,970</b>	<b>418,661</b>	<b>564,655</b>	<b>587,385</b>	<b>637,899</b>
<b><u>CAPITAL</u></b>					
Capital Assets	-	-	10,000	10,000	-
<b>Total Capital</b>	<b>-</b>	<b>-</b>	<b>10,000</b>	<b>10,000</b>	<b>-</b>
<b>Total Expenditures by Grouping</b>	<b>\$ 3,311,941</b>	<b>\$ 3,587,793</b>	<b>\$ 4,153,169</b>	<b>\$ 4,160,829</b>	<b>\$ 4,332,559</b>

# Community Policing & Patrol - 2101

## Performance Outcomes

	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted Budget	FY 15-16 Amended Budget	FY 16-17 Budget
<b>Input/Demand</b>					
Sworn FTE's	36.00	39.00	43.00	43.00	42.00
Non-sworn FTE's	1.00	1.00	1.00	1.00	1.00
Population	34,573	36,251	36,251	36,251	36,819
<b>Workload/Output</b>					
Total calls for service:	38,114	48,152	45,216	45,216	47,380
# citations issued (written)	3,476	6,892	5,064	5,064	6,400
# of Part 1 crimes	394	538	500	500	422
# traffic stops	12,736	17,007	14,844	14,844	16,932
Total # of reports generated	2,555	3,925	3,720	3,720	3,938
<b>Effectiveness/Service Quality</b>					
Average response time to priority 1 calls	3.20	3.18	3.30	3.30	3.30
False alarms as % of all calls	2.25%	0.87%	3.71%	3.71%	3.71%
Part 1 crime rate per 1000 population	11.40	14.84	13.79	13.79	11.46
<b>Eff</b> Cost per sq ft to maintain/ repair					
Cost per call	86.90	74.51	91.85	92.02	91.44

# Police Records - 2103

## Description

Police 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. This division 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 and fulfilling public record requests that have increased dramatically over the past several years. Effective January 8, 2013, the City of Oviedo's Police dispatch services were transferred to the Seminole County Sheriff's Office. The line item for dispatch services contracted with the Seminole County Sheriff's Office is also part of this budget, which has increased.

## Budget Highlights

The FY 16-17 budget increased over the prior year due to an increase in salaries and benefits as noted in the following paragraph. Operating expenses increased due to a slight increase in the contract with the Seminole County Sheriff's Office for the police dispatch services.

As is the case for all general employees, the FY 16-17 budget includes a 2% wage increase, as well as, a 10% increase in health premium rates.

## Personnel Summary

	<u>FY 12-13</u>	<u>FY 13-14</u>	<u>FY 14-15</u>	<u>FY 15-16</u>	<u>FY 16-17</u>
<b>Total</b>	4.25	1.00	1.00	1.00	1.63

# Police Records - 2103

## Actual and Budget Comparison by Expenditure Grouping

<b>EXPENDITURE GROUPING</b>	<b>2013-14 Actuals</b>	<b>2014-15 Actuals</b>	<b>2015-16 Original</b>	<b>2015-16 Amended</b>	<b>2016-17 Proposed</b>
<b><u>SALARIES</u></b>					
Regular Salaries & Wages	42,807	35,779	36,568	36,568	52,100
Other Salaries & Wages	-	14,760	14,800	14,800	-
Overtime	463	487	1,000	1,000	1,000
Special Pay	-	-	223	223	-
FICA/Medicare Taxes	3,237	3,839	4,001	4,001	3,993
<b>Total Salaries</b>	<b>46,507</b>	<b>54,865</b>	<b>56,592</b>	<b>56,592</b>	<b>57,093</b>
<b><u>BENEFITS</u></b>					
Retirement Contributions	1,785	1,812	1,878	1,878	1,915
Health Insurance	6,305	6,413	9,476	9,476	10,409
Workers' Compensation	61	98	70	70	73
<b>Total Benefits</b>	<b>8,151</b>	<b>8,323</b>	<b>11,424</b>	<b>11,424</b>	<b>12,397</b>
<b><u>OPERATING EXPENSES</u></b>					
Other Contractual Services	286,536	292,267	301,035	301,035	312,588
Travel & Per-Diem	-	40	600	736	750
Communications & Freight	2,321	2,521	2,363	2,363	3,592
Rentals & Leases	8,878	3,528	2,992	3,342	2,032
Insurance	328	323	332	332	365
Printing and Binding	-	-	50	50	1,010
Office Supplies	-	37	100	100	100
Operating Supplies	26	1,217	1,300	814	700
Books, Publications, Subs	-	340	400	400	525
<b>Total Operating Expenses</b>	<b>298,089</b>	<b>300,273</b>	<b>309,172</b>	<b>309,172</b>	<b>321,662</b>
<b>Total Expenditures by Grouping</b>	<b>\$ 352,747</b>	<b>\$ 363,461</b>	<b>\$ 377,188</b>	<b>\$ 377,188</b>	<b>\$ 391,152</b>

# Police Records - 2103

## Performance Outcomes

	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted Budget	FY 15-16 Amended Budget	FY 16-17 Budget
<b><u>Input/Demand</u></b>					
Records Specialist FTE	1.00	1.00	1.00	1.00	1.63
Population	34,573	36,251	36,251	36,251	36,819
<b><u>Workload/Output</u></b>					
Total calls received	45,246	48,692	47,000	47,000	48,000
# 911 calls	3,041	3,074	3,200	3,200	3,000
# Citations entered and submitted to CC by records clerk	4,671	6,892	4,500	4,500	5,500
# case files sent to State Attorney	945	1,336	900	900	1,400
<b><u>Effectiveness/Service Quality</u></b>					
Average time to dispatch officer (exc. Priority 1 calls)	1.96	1.98	1.95	1.95	1.90
<b><u>Efficiency</u></b>					
Cost per call answered	7.80	7.46	8.03	8.03	8.15

# Community Involvement - 2104

## Description

Community Involvement provides the public with educational and pro-active crime prevention, community outreach and public safety information. It also provides youth with life-skills intervention through a school-based officer-taught program offered in cooperation with the public schools: FOCUS on Safety and Training. In addition, this section is responsible for the security and traffic control planning of many special events held in the City, both organized by the City or organizations.

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 a SRO at schools within the City Limits.

## Budget Highlights

The FY 16-17 budget increased over the prior year due to an increase of three (3) officers assigned full time to the elementary schools which was served by one (1) officer in prior years. This was a result of a mandate by SCPS, as well as in salaries and benefits as noted in the following paragraph.

As is the case for all general employees, the FY 16-17 budget includes a 2% wage increase, as well as, a 10% increase in health premium rates.

## Personnel Summary

	<u>FY 12-13</u>	<u>FY 13-14</u>	<u>FY 14-15</u>	<u>FY 15-16</u>	<u>FY 16-17</u>
<b>Total</b>	8.00	8.00	8.00	8.00	8.00

# Community Involvement - 2104

## Actual and Budget Comparison by Expenditure Grouping

<b>EXPENDITURE GROUPING</b>	<b>2013-14 Actuals</b>	<b>2014-15 Actuals</b>	<b>2015-16 Original</b>	<b>2015-16 Amended</b>	<b>2016-17 Proposed</b>
<b><u>SALARIES</u></b>					
Regular Salaries & Wages	364,519	403,120	434,023	434,023	501,955
Overtime	5,008	6,981	10,000	10,000	10,000
Special Pay	9,189	8,983	8,918	8,918	9,759
FICA/Medicare Taxes	27,679	30,324	33,219	33,219	36,759
<b>Total Salaries</b>	<b>406,395</b>	<b>449,408</b>	<b>486,160</b>	<b>486,160</b>	<b>558,473</b>
<b><u>BENEFITS</u></b>					
Retirement Contributions	78,971	76,116	68,370	68,370	65,537
Health Insurance	49,971	52,628	79,537	101,738	115,546
Workers' Compensation	10,907	12,075	12,892	12,892	15,222
<b>Total Benefits</b>	<b>139,849</b>	<b>140,819</b>	<b>160,799</b>	<b>183,000</b>	<b>196,305</b>
<b><u>OPERATING EXPENSES</u></b>					
Professional Services	-	-	1,494	1,494	1,494
Other Contractual Services	382	382	400	400	400
Travel & Per-Diem	300	797	4,325	4,325	5,575
Communications & Freight	5,849	2,995	3,271	3,271	4,081
Utility Services	4,183	4,202	3,410	3,410	4,240
Rentals & Leases	15,098	13,266	24,842	24,842	18,055
Insurance	10,688	10,485	10,778	10,778	11,856
Repair and Maintenance	16,111	12,413	17,552	17,552	17,243
Printing and Binding	299	23	280	280	385
Promotional Activities	1,777	2,894	5,700	5,700	5,700
Other Current Charges	28	8	20	20	500
Office Supplies	28	294	300	300	300
Operating Supplies	18,440	13,766	15,626	16,492	13,200
Books, Publications, Subs	3,610	4,125	8,521	8,521	13,224
<b>Total Operating Expenses</b>	<b>76,793</b>	<b>65,650</b>	<b>96,519</b>	<b>97,385</b>	<b>96,253</b>
<b>Total Expenditures by Grouping</b>	<b>\$ 623,037</b>	<b>\$ 655,877</b>	<b>\$ 743,478</b>	<b>\$ 766,545</b>	<b>\$ 851,031</b>

# Community Involvement - 2104

## Performance Outcomes

	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted Budget	FY 15-16 Amended Budget	FY 16-17 Budget
<b><u>Input/Demand</u></b>					
Youth Adult Population (ages 19-24)	2,282	3,231	3,300	3,300	3,900
School Population (ages 11-18)	4,968	5,000	5,200	5,200	5,300
City Population	34,573	36,251	36,251	36,251	36,819
<b><u>Workload/Output</u></b>					
# crime prevention presentations	50	40	50	50	N/A
# crime prevention inspections	40	25	40	40	N/A
# classes @ COPS center	30	50	40	40	N/A
# fingerprint services provided @ COPS center	780	450	500	500	N/A

# Criminal Investigations - 2105

## Description

The Criminal Investigations Program conducts follow-up investigations into approximately 450 criminal cases documented annually. This program responds to and evaluates each unattended death within the City to document the cause (natural, suspicious, or criminal), and investigations into both property crimes and crimes against persons. In addition, Criminal Investigations participates with other law enforcement agencies in Seminole, Orange, Lake, Volusia and Brevard Counties, as well as in local task forces and ensures the proper custody and control of all crime evidence and impounded property submitted to the agency.

## Budget Highlights

The FY 16-17 budget increased over the prior year due to an increase in salaries and benefits as noted in the following paragraph, as well as Police Officers receiving the second half of their equity adjustment. Operating expenses increased due to the division receiving new vehicles, which resulted in an increased amortization cost to the division.

As is the case for all general employees, the FY 16-17 budget includes a 2% wage increase, as well as, a 10% increase in health premium rates.

## Personnel Summary

	<u>FY 12-13</u>	<u>FY 13-14</u>	<u>FY 14-15</u>	<u>FY 15-16</u>	<u>FY 16-17</u>
<b>Total</b>	7.25	8.00	8.00	8.00	8.00

# Criminal Investigations - 2105

## Actual and Budget Comparison by Expenditure Grouping

<b>EXPENDITURE GROUPING</b>	<b>2013-14 Actuals</b>	<b>2014-15 Actuals</b>	<b>2015-16 Original</b>	<b>2015-16 Amended</b>	<b>2016-17 Proposed</b>
<b><u>SALARIES</u></b>					
Regular Salaries & Wages	483,233	423,839	440,322	440,322	475,008
Overtime	7,528	10,596	7,500	7,500	7,500
Special Pay	11,820	10,853	10,986	10,986	11,404
FICA/Medicare Taxes	36,064	32,547	33,561	33,561	35,178
<b>Total Salaries</b>	<b>538,645</b>	<b>477,835</b>	<b>492,369</b>	<b>492,369</b>	<b>529,090</b>
<b><u>BENEFITS</u></b>					
Retirement Contributions	93,754	73,066	64,885	64,885	57,698
Health Insurance	64,994	58,573	97,224	101,527	120,943
Workers' Compensation	12,213	11,213	11,697	11,697	12,578
<b>Total Benefits</b>	<b>170,961</b>	<b>142,852</b>	<b>173,806</b>	<b>178,109</b>	<b>191,219</b>
<b><u>OPERATING EXPENSES</u></b>					
Professional Services	174	3,401	5,300	5,300	4,483
Other Contractual Services	-	21,300	-	7,952	-
Travel & Per-Diem	1,381	2,028	2,200	2,200	2,400
Communications & Freight	6,934	4,578	5,173	5,173	5,719
Freight & Postage Service	56	5	-	-	-
Rentals & Leases	9,952	6,543	12,965	12,965	13,000
Insurance	8,757	8,591	8,831	8,831	9,715
Repair and Maintenance	8,573	8,512	11,047	11,047	10,689
Printing and Binding	-	68	100	100	100
Other Current Charges	341	50	316	316	624
Office Supplies	5	63	100	308	100
Operating Supplies	22,949	22,064	22,300	22,092	24,000
Books, Publications, Subs	4,952	4,821	8,250	7,298	8,675
<b>Total Operating Expenses</b>	<b>64,074</b>	<b>82,024</b>	<b>76,582</b>	<b>83,582</b>	<b>79,505</b>
<b>Total Expenditures by Grouping</b>	<b>\$ 773,680</b>	<b>\$ 702,711</b>	<b>\$ 742,757</b>	<b>\$ 754,060</b>	<b>\$ 799,814</b>

# Criminal Investigations - 2105

## Performance Outcomes

	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted Budget	FY 15-16 Amended Budget	FY 16-17 Budget
<b><u>Input/Demand</u></b>					
Detectives (FTE's)	7.00	6.00	6.00	6.00	6.00
Administrative Support (FTE's)	1.00	2.00	2.00	2.00	2.00
<b><u>Workload/Output</u></b>					
# criminal cases investigated	478	542	520	520	530
# criminal cases cleared	145	90	130	130	137
<b><u>Effectiveness/Service Quality</u></b>					
Overall clearance rate	33.66%	17.51%	27.08%	27.08%	27.62%

# Community Response Team - 2106

## 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 Operation Clerk Alert), addressing crime trends and illegal drug activity. The team is deployed to solve problems that cross shifts or are too time-consuming for patrol officers.

The Community 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.

## Budget Highlights

The FY 15-16 budget increased over the prior year due to an increase in salaries and benefits as noted in the following paragraph, as well as Police Officers receiving the second half of their equity adjustment. Operating expenses increased due to the division receiving new vehicles, which resulted in an increased amortization cost to the division.

As is the case for all general employees, the FY 16-17 budget includes a 2% wage increase, as well as, a 10% increase in health premium rates.

## Personnel Summary

	<u>FY 12-13</u>	<u>FY 13-14</u>	<u>FY 14-15</u>	<u>FY 15-16</u>	<u>FY 16-17</u>
<b>Total</b>	7.25	8.00	8.00	8.00	7.00

# Community Response Team - 2106

## Actual and Budget Comparison by Expenditure Grouping

<u>EXPENDITURE GROUPING</u>	<u>2013-14</u> <u>Actuals</u>	<u>2014-15</u> <u>Actuals</u>	<u>2015-16</u> <u>Original</u>	<u>2015-16</u> <u>Amended</u>	<u>2016-17</u> <u>Proposed</u>
<b><u>SALARIES</u></b>					
Regular Salaries & Wages	388,505	430,790	488,453	488,453	474,665
Overtime	46,401	47,004	50,000	50,000	50,000
Special Pay	10,583	11,662	12,130	12,130	9,490
FICA/Medicare Taxes	33,480	35,841	40,013	40,013	40,256
<b>Total Salaries</b>	<b>478,969</b>	<b>525,297</b>	<b>590,596</b>	<b>590,596</b>	<b>574,411</b>
<b><u>BENEFITS</u></b>					
Retirement Contributions	95,409	94,390	89,967	89,967	69,722
Health Insurance	50,500	57,110	102,876	86,302	82,142
Workers' Compensation	12,321	13,475	15,826	15,826	14,849
<b>Total Benefits</b>	<b>158,230</b>	<b>164,975</b>	<b>208,669</b>	<b>192,095</b>	<b>166,713</b>
<b><u>OPERATING EXPENSES</u></b>					
Other Contractual Services	1,639	1,879	2,459	2,459	-
Travel & Per-Diem	-	826	2,625	3,492	2,100
Communications & Freight	4,316	2,854	1,597	1,597	4,349
Rentals & Leases	17,968	20,284	32,648	32,648	33,754
Insurance	11,506	7,914	8,135	8,135	8,949
Repair and Maintenance	6,830	10,082	9,148	9,148	10,747
Printing and Binding	35	45	200	200	100
Other Current Charges	224	58	100	100	100
Office Supplies	33	121	100	100	100
Operating Supplies	40,561	23,048	23,850	23,850	22,750
Books, Publications, Subs	724	1,694	1,000	1,000	3,090
<b>Total Operating Expenses</b>	<b>83,836</b>	<b>68,805</b>	<b>81,862</b>	<b>82,729</b>	<b>86,039</b>
<b>Total Expenditures by Grouping</b>	<b>\$ 721,035</b>	<b>\$ 759,077</b>	<b>\$ 881,127</b>	<b>\$ 865,420</b>	<b>\$ 827,163</b>

# Community Response Team - 2106

## Performance Outcomes

	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted Budget	FY 15-16 Amended Budget	FY 16-17 Budget
<b><u>Input/Demand</u></b>					
Task Force Agents (FTE's)	3.00	3.00	3.00	3.00	3.00
Community Response Team (FTE's)	4.00	4.50	5.00	5.00	5.00
<b><u>Workload/Output</u></b>					
# Complaints received/ initiated for investigation	68	77	70	70	120
# search warrants	40	28	25	25	40
# Registered felon checks	125	172	110	110	180
# Compliance Checks Alcohol/ Tobacco	50	29	50	50	120
# Compliance Alcohol/ Tobacco Violations	8	3	4	4	20
<b><u>Efficiency</u></b>					
Confiscated funds returned to City:					
Federal **	52,177	31,462	-	-	-
State and Local **	12,451	17,227	-	-	-

Cost per sq ft to maintain/ repair

# Police Education & Training - 2107

## Description

This program is responsible for the coordination of all in-service and new officer field training activities for the department. It oversees/schedules approximately 5,800 hours of training of various types for the varied activities of the law enforcement personnel, annually. In addition, it is responsible for tracking and maintaining all training records of all Department members.

## Budget Highlights

The FY 16-17 budget increased over the prior year is minimal this budget year.

As is the case for all general employees, the FY 16-17 budget includes a 2% wage increase, as well as, a 10% increase in health premium rates.

## Personnel Summary

	<u>FY 12-13</u>	<u>FY 13-14</u>	<u>FY 14-15</u>	<u>FY 15-16</u>	<u>FY 16-17</u>
<b>Total</b>	1.00	1.00	1.00	1.00	1.00

# Police Education & Training - 2107

## Actual and Budget Comparison by Expenditure Grouping

<b>EXPENDITURE GROUPING</b>	<b>2013-14 Actuals</b>	<b>2014-15 Actuals</b>	<b>2015-16 Original</b>	<b>2015-16 Amended</b>	<b>2016-17 Proposed</b>
<b><u>SALARIES</u></b>					
Regular Salaries & Wages	63,850	71,516	81,050	81,050	80,172
Special Pay	4,810	5,033	4,810	4,810	4,810
FICA/Medicare Taxes	5,039	5,643	6,331	6,331	6,474
<b>Total Salaries</b>	<b>73,699</b>	<b>82,192</b>	<b>92,191</b>	<b>92,191</b>	<b>91,456</b>
<b><u>BENEFITS</u></b>					
Retirement Contributions	14,862	15,016	14,089	14,089	11,637
Health Insurance	8,563	8,311	14,266	14,266	10,639
Workers' Compensation	2,166	2,490	2,726	2,726	2,748
<b>Total Benefits</b>	<b>25,591</b>	<b>25,817</b>	<b>31,081</b>	<b>31,081</b>	<b>25,024</b>
<b><u>OPERATING EXPENSES</u></b>					
Travel & Per-Diem	-	-	800	800	800
Communications & Freight	175	183	172	172	1,227
Freight & Postage Service	38	85	100	100	100
Rentals & Leases	1,020	510	2,535	2,535	1,153
Insurance	3,959	3,884	3,993	3,993	4,392
Repair and Maintenance	603	1,635	1,792	1,792	1,459
Printing and Binding	100	200	100	100	100
Other Current Charges	49	-	10	10	10
Operating Supplies	26,164	26,413	28,271	28,271	28,071
Books, Publications, Subs	2,485	2,795	3,000	3,000	4,000
<b>Total Operating Expenses</b>	<b>34,593</b>	<b>35,705</b>	<b>40,773</b>	<b>40,773</b>	<b>41,312</b>
<b>Total Expenditures by Grouping</b>	<b>\$ 133,883</b>	<b>\$ 143,714</b>	<b>\$ 164,045</b>	<b>\$ 164,045</b>	<b>\$ 157,792</b>

# Police Education & Training - 2107

## Performance Outcomes

	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted Budget	FY 15-16 Amended Budget	FY 16-17 Budget
<b><u>Input/Demand</u></b>					
Population	34,573	36,251	36,251	36,251	36,819
<b><u>Workload/Output</u></b>					
# of Department in-service training classes	88	132	120	120	120
# of outside training classes	97	116	100	100	100
# of training hours for sworn officers	4,153	5,195	4,500	4,500	4,700
# of training hours per sworn officer	69	82	69	69	68
# of civilian employee training hours	50	81	70	70	80
<b><u>Efficiency</u></b>					
Cost per training hour for sworn officers	32.24	27.66	36.45	36.45	33.57

# Fire Admin. & Emergency Management - 2200

## Description

Administration is responsible for providing the managerial support for Fire/Rescue (a system that includes 2 fire stations that provide 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.

## Budget Highlights

The FY 16-17 budget increased over the prior year due to an increase in salaries and benefits as noted in the following paragraph. Additionally, the Senior Administrative Assistant was converted from a part-time position to full-time. Operating expenses increased due to an increase in general liability expense and utility expenses based on actual costs so far in FY 15-16.

As is the case for all general employees, the FY 16-17 budget includes a 2% wage increase, as well as, a 10% increase in health premium rates.

## Personnel Summary

	<u>FY 12-13</u>	<u>FY 13-14</u>	<u>FY 14-15</u>	<u>FY 15-16</u>	<u>FY 16-17</u>
<b>Total</b>	1.80	1.80	1.80	2.00	2.00

# Fire Admin. & Emergency Management - 2200

## Actual and Budget Comparison by Expenditure Grouping

<b>EXPENDITURE GROUPING</b>	<b>2013-14 Actuals</b>	<b>2014-15 Actuals</b>	<b>2015-16 Original</b>	<b>2015-16 Amended</b>	<b>2016-17 Proposed</b>
<b><u>SALARIES</u></b>					
Executive Salaries	108,852	110,689	112,915	112,915	114,065
Regular Salaries & Wages	-	422	-	25,417	32,406
Other Salaries & Wages	24,652	25,433	25,417	-	-
Special Pay	68	-	-	-	-
FICA/Medicare Taxes	9,643	9,876	9,969	9,969	10,255
<b>Total Salaries</b>	<b>143,215</b>	<b>146,420</b>	<b>148,301</b>	<b>148,301</b>	<b>156,726</b>
<b><u>BENEFITS</u></b>					
Retirement Contributions	13,764	10,044	10,756	10,756	1,620
Health Insurance	10,355	10,540	27,578	31,173	30,425
Workers' Compensation	3,769	4,547	4,532	4,532	4,728
<b>Total Benefits</b>	<b>27,888</b>	<b>25,131</b>	<b>42,866</b>	<b>46,461</b>	<b>36,773</b>
<b><u>OPERATING EXPENSES</u></b>					
Other Contractual Services	-	-	-	180	180
Travel & Per-Diem	10	10	300	300	300
Communications & Freight	2,748	4,025	4,368	4,368	4,097
Freight & Postage Service	1,149	852	1,200	1,200	1,200
Utility Services	38,755	46,196	44,002	44,002	43,869
Rentals & Leases	2,970	2,928	4,274	4,274	2,772
Insurance	10,139	9,948	10,226	10,226	11,249
Repair and Maintenance	6,999	3,011	9,383	9,383	9,796
Printing and Binding	64	326	200	200	200
Promotional Activities	851	1,000	1,000	1,000	1,000
Office Supplies	2,443	3,163	3,670	3,483	3,490
Operating Supplies	5,460	8,125	5,888	5,888	5,888
Books, Publications, Subs	399	436	794	794	1,464
<b>Total Operating Expenses</b>	<b>71,987</b>	<b>80,020</b>	<b>85,305</b>	<b>85,298</b>	<b>86,445</b>
<b>Total Expenditures by Grouping</b>	<b>\$ 243,090</b>	<b>\$ 251,571</b>	<b>\$ 276,472</b>	<b>\$ 280,060</b>	<b>\$ 279,944</b>

# Fire Admin. & Emergency Management - 2200

## Performance Outcomes

	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted Budget	FY 15-16 Amended Budget	FY 16-17 Budget
<b><u>Input/Demand</u></b>					
Population	34,573	36,251	36,251	36,251	36,819
<b><u>Workload/Output</u></b>					
# Employees supervised	51.00	51.00	51.00	51.00	51.00
# vehicles maintained	7	17	17	17	17
<b><u>Effectiveness/Service Quality</u></b>					
Quality Rating (good or excellent)	97.00%	97.00%	97.00%	97.00%	97.00%
Maintain ISO Community Rating at 3 or better	2.00	2.00	2.00	2.00	2.00
% satisfaction rate by localized customers	100.00%	95.00%	95.00%	95.00%	95.00%
<b><u>Efficiency</u></b>					
Fire Department cost per capita (dept. wide exp.)	154.45	143.34	154.09	153.71	154.09

# Fire Suppression & Rescue - 2201

## 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 2 fire stations located within the City limits.

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 boundaries.

## Budget Highlights

The FY 16-17 Suppression & Rescue budget had an overall slight decrease from FY 15-16. Salaries increased due to the 2% salary increase negotiated in the collective bargaining unit agreement. Overall benefit related expenses showed a decrease in part due to reduced City pension contribution costs. The FY 16-17 budget includes a slight increase in operating expenses due to: 1) an increase in general liability expense, 2) a change in the accounting method for electrical use/billing moving more costs to the Suppression & Rescue budget to reflect true use.

As is the case for all general employees, the FY 16-17 budget includes a 2% wage increase, as well as, a 10% increase in health premium rates.

## Personnel Summary

	<u>FY 12-13</u>	<u>FY 13-14</u>	<u>FY 14-15</u>	<u>FY 15-16</u>	<u>FY 16-17</u>
<b>Total</b>	49.00	49.00	49.00	49.00	49.00

# Fire Suppression & Rescue - 2201

## Actual and Budget Comparison by Expenditure Grouping

<b>EXPENDITURE GROUPING</b>	<b>2013-14 Actuals</b>	<b>2014-15 Actuals</b>	<b>2015-16 Original</b>	<b>2015-16 Amended</b>	<b>2016-17 Proposed</b>
<b><u>SALARIES</u></b>					
Regular Salaries & Wages	2,770,322	2,721,436	2,815,967	2,815,967	2,880,897
Overtime	426,251	456,182	275,000	275,000	275,000
Special Pay	604	1,559	2,672	2,672	1,188
FICA/Medicare Taxes	236,316	235,567	226,143	226,143	233,101
<b>Total Salaries</b>	<b>3,433,493</b>	<b>3,414,744</b>	<b>3,319,782</b>	<b>3,319,782</b>	<b>3,390,186</b>
<b><u>BENEFITS</u></b>					
Retirement Contributions	312,057	213,923	258,263	258,263	170,659
Health Insurance	334,732	345,332	565,875	549,238	602,060
Workers' Compensation	105,949	119,659	111,769	111,769	116,459
<b>Total Benefits</b>	<b>752,738</b>	<b>678,914</b>	<b>935,907</b>	<b>919,270</b>	<b>889,178</b>
<b><u>OPERATING EXPENSES</u></b>					
Professional Services	8,517	1,150	9,885	-	1,310
Other Contractual Services	37,213	36,708	45,943	48,943	53,953
Travel & Per-Diem	-	-	480	480	480
Communications & Freight	10,545	9,295	9,484	9,484	9,401
Freight & Postage Service	20	-	-	-	-
Utility Services	10,143	9,585	11,610	11,610	20,661
Rentals & Leases	149,338	148,776	220,347	220,347	298,896
Insurance	79,515	78,012	80,193	80,193	88,213
Repair and Maintenance	114,911	104,292	133,411	139,501	86,754
Printing and Binding	203	-	200	200	200
Other Current Charges	1,033	(41)	126	126	140
Office Supplies	79	-	-	-	-
Operating Supplies	171,259	167,915	191,079	209,979	183,293
Books, Publications, Subs	26,595	26,504	29,830	29,830	29,910
<b>Total Operating Expenses</b>	<b>609,371</b>	<b>582,196</b>	<b>732,588</b>	<b>750,693</b>	<b>773,211</b>
<b><u>CAPITAL</u></b>					
Capital Assets	-	-	18,900	-	36,820
<b>Total Capital</b>	<b>-</b>	<b>-</b>	<b>18,900</b>	<b>-</b>	<b>36,820</b>
<b>Total Expenditures by Grouping</b>	<b>\$ 4,795,602</b>	<b>\$ 4,675,854</b>	<b>\$ 5,007,177</b>	<b>\$ 4,989,745</b>	<b>\$ 5,089,395</b>

# Fire Suppression & Rescue - 2201

## Performance Outcomes

	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted Budget	FY 15-16 Amended Budget	FY 16-17 Budget
<b><u>Input/Demand</u></b>					
Firefighter/EMT's (FF and Lieut.)	21.00	21.50	18.00	18.00	19.00
Firefighter/ Paramedics (FF and Lieut.)	23.50	23.50	27.00	27.00	26.00
Command (Div. & Bat. Chiefs)	4.00	4.00	4.00	4.00	4.00
<b><u>Workload/Output</u></b>					
EMS/Rescue	2,457	2,730	2,650	2,650	2,700
Fire Related	83	90	85	85	90
# of Transports	1,456	1,663	1,500	1,500	1,550
# First responder calls outside City	1,135	1,192	1,170	1,170	1,150
<b><u>Effectiveness/Service Quality</u></b>					
% of all calls in the City with response time 5 minutes or less	82.00%	83.00%	83.00%	83.00%	83.00%
% calls as first responder outside City	30.40%	28.70%	28.70%	28.70%	27.60%
% property contents saved compared to pre-incident value	97.40%	97.30%	85.00%	85.00%	94.30%
<b><u>Eff</u> Cost per sq ft to maintain/ repair</b>					
Cost per call	1,304.93	1,165.47	1,282.25	1,277.78	1,291.72

# Fire Prevention - 2202

## Description

Fire Prevention is a life safety program that conducts fire inspections of approximately 1,260 existing commercial businesses on a routine basis, while all daycare centers and assisted living facilities are conducted annually. The Fire Marshal reviews building plans for approximately 550-600 private commercial projects annually and conducts fire investigations and public education workshops.

Fire Prevention staff also participates in the City's development review process through the review of site development plans, attendance at pre-application meetings and pre-construction meetings. The program also reviews all City special event permits.

## Budget Highlights

The FY 16-17 budget increased slightly from FY 15-16. The increase in salaries is a result of an increase in wage and benefit costs. At this time the FY 16-17 operating budget remained status quo.

As is the case for all general employees, the FY 16-17 budget includes a 2% wage increase, as well as, a 10% increase in health premium rates.

## Personnel Summary

	<u>FY 12-13</u>	<u>FY 13-14</u>	<u>FY 14-15</u>	<u>FY 15-16</u>	<u>FY 16-17</u>
<b>Total</b>	0.00	0.00	0.00	0.00	0.00

# Fire Prevention - 2202

## Actual and Budget Comparison by Expenditure Grouping

<b>EXPENDITURE GROUPING</b>	<b>2013-14 Actuals</b>	<b>2014-15 Actuals</b>	<b>2015-16 Original</b>	<b>2015-16 Amended</b>	<b>2016-17 Proposed</b>
<b><u>SALARIES</u></b>					
Regular Salaries & Wages	79,042	89,998	95,832	95,832	96,866
Overtime	1,143	1,188	1,900	1,900	1,900
Special Pay	-	-	223	223	-
FICA/Medicare Taxes	5,844	6,924	7,417	7,417	7,491
<b>Total Salaries</b>	<b>86,029</b>	<b>98,110</b>	<b>105,372</b>	<b>105,372</b>	<b>106,257</b>
<b><u>BENEFITS</u></b>					
Retirement Contributions	9,386	6,204	6,961	6,961	5,728
Health Insurance	11,597	12,155	19,068	19,068	20,932
Workers' Compensation	2,202	2,533	3,070	3,070	3,194
<b>Total Benefits</b>	<b>23,185</b>	<b>20,892</b>	<b>29,099</b>	<b>29,099</b>	<b>29,854</b>
<b><u>OPERATING EXPENSES</u></b>					
Travel & Per-Diem	-	-	585	2	40
Communications & Freight	1,069	1,434	2,704	2,704	2,371
Utility Services	1,588	1,535	1,650	1,650	1,553
Rentals & Leases	2,917	3,492	5,624	5,624	4,021
Insurance	10,659	10,458	10,751	10,751	11,827
Repair and Maintenance	4,967	3,113	5,036	4,853	4,594
Printing and Binding	341	253	430	-	170
Other Current Charges	-	-	-	-	480
Operating Supplies	5,558	5,473	6,071	5,791	6,410
Books, Publications, Subs	65	1,983	1,170	2,646	2,065
<b>Total Operating Expenses</b>	<b>27,164</b>	<b>27,741</b>	<b>34,021</b>	<b>34,021</b>	<b>33,531</b>
<b>Total Expenditures by Grouping</b>	<b>\$ 136,378</b>	<b>\$ 146,743</b>	<b>\$ 168,492</b>	<b>\$ 168,492</b>	<b>\$ 169,642</b>

# Fire Prevention - 2202

## Performance Outcomes

	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted Budget	FY 15-16 Amended Budget	FY 16-17 Budget
<b><u>Input/Demand</u></b>					
Hours spent in Commercial inspections	134	138	200	200	150
# of commercial business/ structures	1,214	1,247	1,245	1,245	1,265
<b><u>Workload/Output</u></b>					
# commercial inspections (existing)	305	212	250	250	250
# new commercial inspections	196	368	300	300	350
# re-inspections	180	257	300	300	250
# commercial plans reviewed	306	572	600	600	600
<b><u>Effectiveness/Service Quality</u></b>					
% all commercial structures inspected	25.12%	17.00%	20.08%	20.08%	19.76%
% plans reviewed within 10 working days	48.5%	63.5%	75.0%	75.0%	95.0%
% businesses requiring > 2 re-inspections	0.0%	0.0%	0.0%	0.0%	0.0%

# Fire Education & Training - 2203

## 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. The program also oversees the department's EMS transport service and coordinates all EMS activities in consultation with the Seminole County Medical Director. The division is also in charge of assuring compliance with the Florida Bureau of Health EMS' rules and protocols as well as ensuring compliance with Florida State Fire Marshal and Federal safety regulations. In addition, the Division Chief assigned to this program serves as the City's Infections 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.

## Budget Highlights

The overall FY 16-17 budget has seen a very slight increase from FY 15-16. The increase in salaries is due to wage increases and an increase in the cost of benefits. The FY 16-17 budget also includes an increase in operating expenses due to: 1) training related costs being higher and 2) new charges for background checks on employees driving records.

As is the case for all general employees, the FY 16-17 budget includes a 2% wage increase, as well as, a 10% increase in health premium rates.

## Personnel Summary

	<u>FY 12-13</u>	<u>FY 13-14</u>	<u>FY 14-15</u>	<u>FY 15-16</u>	<u>FY 16-17</u>
<b>Total</b>	1.00	1.00	1.00	1.00	1.00

# Fire Education & Training - 2203

## Actual and Budget Comparison by Expenditure Grouping

<b>EXPENDITURE GROUPING</b>	<b>2013-14 Actuals</b>	<b>2014-15 Actuals</b>	<b>2015-16 Original</b>	<b>2015-16 Amended</b>	<b>2016-17 Proposed</b>
<b><u>SALARIES</u></b>					
Regular Salaries & Wages	107,378	66,571	66,420	66,420	67,722
FICA/Medicare Taxes	7,967	4,811	4,776	4,776	4,888
<b>Total Salaries</b>	<b>115,345</b>	<b>71,382</b>	<b>71,196</b>	<b>71,196</b>	<b>72,610</b>
<b><u>BENEFITS</u></b>					
Retirement Contributions	8,492	5,187	5,579	5,579	3,928
Health Insurance	8,055	8,062	13,743	13,742	15,089
Workers' Compensation	3,089	2,684	2,663	2,663	2,770
<b>Total Benefits</b>	<b>19,636</b>	<b>15,933</b>	<b>21,985</b>	<b>21,984</b>	<b>21,787</b>
<b><u>OPERATING EXPENSES</u></b>					
Travel & Per-Diem	-	5	558	558	579
Communications & Freight	1,325	1,676	1,660	1,660	1,193
Utility Services	795	768	820	820	777
Rentals & Leases	2,127	2,100	3,630	3,630	2,509
Insurance	9,312	9,135	9,390	9,390	10,329
Repair and Maintenance	1,093	554	1,984	1,984	813
Printing and Binding	1,178	239	1,200	1,200	1,480
Operating Supplies	9,614	12,788	11,542	11,542	11,442
Books, Publications, Subs	4,430	7,650	9,871	9,871	10,770
<b>Total Operating Expenses</b>	<b>29,874</b>	<b>34,915</b>	<b>40,655</b>	<b>40,655</b>	<b>39,892</b>
<b>Total Expenditures by Grouping</b>	<b>\$ 164,855</b>	<b>\$ 122,230</b>	<b>\$ 133,836</b>	<b>\$ 133,835</b>	<b>\$ 134,289</b>

# Fire Education & Training - 2203

## Performance Outcomes

	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted Budget	FY 15-16 Amended Budget	FY 16-17 Budget
<b><u>Input/Demand</u></b>					
Total \$ value EMS billings (gross)	1,074,386	1,203,166	1,000,000	1,000,000	1,000,000
Total # EMS Billings	1,453	1,638	1,500	1,500	1,500
<b><u>Workload/Output</u></b>					
# fire related training hours	11,520	14,682	12,500	12,500	12,500
# EMS related training hours	780	2,204	795	298	260
# Medical protocol complaints	4	-	3	3	3
\$ Value of collections on EMS billings	625,000	557,772	625,000	625,000	625,000
<b><u>Effectiveness/Service Quality</u></b>					
Participant satisfaction rating (training)	100.00%	100.00%	100.00%	100.00%	100.00%
Medical complaints as % of total rescue calls	0.15%	0.00%	0.15%	0.15%	0.15%
% collection rate on EMS billings	58.17%	46.36%	62.50%	62.50%	62.50%
<b><u>Efficiency</u></b>					
Cost per sq ft to maintain/ repair	13.40	7.24	10.07	10.46	10.52

# Zoning - 2402

## Description

Zoning (a part of the Planning Division), is responsible for assisting customers in complying with the City's Land Development Code and other related Ordinances. Zoning Staff reviews single family residential permits, accessory structure permits including fences, permanent signs and temporary commercial sign permits. Zoning Staff reviews and issues Business Tax Receipts in accordance with Florida Statutes, Chapter 205.

## Budget Highlights

In FY 2014-15, the employees in 2402 were transferred to 1502 and the budget was incorporated into 1501.

## Personnel Summary

	<u>FY 12-13</u>	<u>FY 13-14</u>	<u>FY 14-15</u>	<u>FY 15-16</u>	<u>FY 16-17</u>
<b>Total</b>	2.00	2.00	0.00	0.00	0.00

# Zoning - 2402

## Actual and Budget Comparison by Expenditure Grouping

<b>EXPENDITURE GROUPING</b>	<b>2013-14 Actuals</b>	<b>2014-15 Actuals</b>	<b>2015-16 Original</b>	<b>2015-16 Amended</b>	<b>2016-17 Proposed</b>
<b><u>SALARIES</u></b>					
Regular Salaries & Wages	34,343	-	-	-	-
Other Salaries & Wages	2,208	-	-	-	-
Overtime	564	-	-	-	-
FICA/Medicare Taxes	2,720	-	-	-	-
<b>Total Salaries</b>	<b>39,835</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b><u>BENEFITS</u></b>					
Retirement Contributions	1,742	-	-	-	-
Health Insurance	6,409	-	-	-	-
Workers' Compensation	382	-	-	-	-
<b>Total Benefits</b>	<b>8,533</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b><u>OPERATING EXPENSES</u></b>					
Travel & Per-Diem	225	-	-	-	-
Communications & Freight	495	-	-	-	-
Freight & Postage Service	1,523	-	-	-	-
Utility Services	1,798	-	-	-	-
Rentals & Leases	2,059	-	-	-	-
Insurance	1,730	-	-	-	-
Printing and Binding	35	-	-	-	-
Other Current Charges	1,067	-	-	-	-
Office Supplies	565	-	-	-	-
Operating Supplies	123	-	-	-	-
Books, Publications, Subs	40	-	-	-	-
<b>Total Operating Expenses</b>	<b>9,660</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Expenditures by Grouping</b>	<b>\$ 58,028</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

# Zoning - 2402

## Performance Outcomes

	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted Budget	FY 15-16 Amended Budget	FY 16-17 Budget
<b><u>Input/Demand</u></b>					
Zoning Tech FTE's	1.00	1.50	-	-	-
<b><u>Workload/Output</u></b>					
# Business Tax receipt applications (new & trans)	645	800	-	-	-
# Business Tax receipt renewals	3,624	800	-	-	-
Plan Reviews	502	380	-	-	-
<b><u>Effectiveness/Service Quality</u></b>					
% Plan reviews requiring corrections	17.9%	N/A	-	-	-
Avg. # days for plan review	3.20	3.00	-	-	-
<b><u>Efficiency</u></b>					
Cost per plan/survey review & BTR processed	48.58	N/A	-	-	-

# Code Enforcement - 2403

## Description

The Code Enforcement Division is responsible for the enforcement of the City’s Land Development Code and Code of Ordinances. The Code Enforcement Officers are proactive in inspecting properties for violations, and the Division also receives complaints via phone, email or in person, from residents, business owners and other city staff. Each complaint is then inspected and investigated to determine whether a violation exists or not.

The number one goal of Code Enforcement is compliance. Staff works with residents and business owners to educate them about City codes and provide them with information on how to comply with the codes. We utilize both formal and informal methods of notification and corrective action. Staff follows FS 162 explicitly in the enforcement process and procedures we utilize to achieve compliance. Violations not corrected are subject to citations and/or public hearing before the City’s Special Magistrate where corrective actions can be ordered and fines imposed.

## Budget Highlights

The FY 16-17 budget reflects only a slight increase from FY 15-16 due primarily to a change in salaries and health benefits. Part time Code Enforcement Aides are expected to be classified as permanent vs. temporary this fiscal year, which will slightly increase FTE’s for the division. It is also expected that the Division will be fully staffed for this coming FY after experiencing open positions during the FY 15-16.

As is the case for all general employees, the FY 16-17 budget includes a 2% wage increase, as well as, a 10% increase in health premium rates.

## Personnel Summary

	<u>FY 12-13</u>	<u>FY 13-14</u>	<u>FY 14-15</u>	<u>FY 15-16</u>	<u>FY 16-17</u>
<b>Total</b>	3.75	3.75	4.00	4.00	4.00

# Code Enforcement - 2403

## Actual and Budget Comparison by Expenditure Grouping

<b>EXPENDITURE GROUPING</b>	<b>2013-14 Actuals</b>	<b>2014-15 Actuals</b>	<b>2015-16 Original</b>	<b>2015-16 Amended</b>	<b>2016-17 Proposed</b>
<b><u>SALARIES</u></b>					
Regular Salaries & Wages	185,288	161,917	170,169	170,169	181,392
Other Salaries & Wages	5,343	5,940	6,240	6,240	6,240
Overtime	23	197	-	-	-
Special Pay	-	-	-	-	297
FICA/Medicare Taxes	14,382	12,492	13,259	13,259	13,577
<b>Total Salaries</b>	<b>205,036</b>	<b>180,546</b>	<b>189,668</b>	<b>189,668</b>	<b>201,506</b>
<b><u>BENEFITS</u></b>					
Retirement Contributions	9,262	7,606	8,508	8,508	7,683
Health Insurance	18,615	18,984	38,219	46,434	55,327
Workers' Compensation	3,306	3,021	3,145	3,145	3,194
<b>Total Benefits</b>	<b>31,183</b>	<b>29,611</b>	<b>49,872</b>	<b>58,587</b>	<b>66,204</b>
<b><u>OPERATING EXPENSES</u></b>					
Travel & Per-Diem	1,108	1,695	1,165	1,165	1,165
Communications & Freight	2,245	2,130	2,072	2,072	2,187
Freight & Postage Service	1,465	1,554	1,200	1,200	2,060
Utility Services	969	414	-	-	-
Rentals & Leases	1,629	1,534	3,014	3,014	2,163
Insurance	3,662	3,592	3,693	3,693	4,062
Repair and Maintenance	2,342	2,548	2,320	2,320	5,705
Printing and Binding	443	456	100	100	100
Promotional Activities	-	-	50	50	50
Other Current Charges	-	-	130	130	310
Office Supplies	434	383	450	450	250
Operating Supplies	6,102	5,603	5,960	5,960	5,760
Books, Publications, Subs	1,502	1,338	2,130	1,630	3,630
<b>Total Operating Expenses</b>	<b>21,901</b>	<b>21,247</b>	<b>22,284</b>	<b>21,784</b>	<b>27,442</b>
<b>Total Expenditures by Grouping</b>	<b>\$ 258,120</b>	<b>\$ 231,404</b>	<b>\$ 261,824</b>	<b>\$ 270,039</b>	<b>\$ 295,152</b>

# Code Enforcement - 2403

## Performance Outcomes

	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted Budget	FY 15-16 Amended Budget	FY 16-17 Budget
<b><u>Input/Demand</u></b>					
Total FTE's	3.93	3.05	4.30	4.30	4.30
CE field officers	2.00	2.00	2.00	2.00	2.00
<b><u>Workload/Output</u></b>					
Total cases opened	2,705	2,720	2,350	2,350	2,700
Days from complaint to first inspection	1.00	1.00	1.00	1.00	-
<b><u>Effectiveness/Service Quality</u></b>					
% of all complaints resolved without CEB	90.40%	94.90%	89.80%	89.80%	98.10%
<b><u>Efficiency</u></b>					
Cost per complaint	95.42	85.08	111.41	114.91	109.32

# Public Works Administration - 4100

## Description

Public Works Operations oversees the daily activities of Streets and Ground Maintenance, Fleet Operations, and Stormwater Maintenance. The Public Works Operations Division is the liaison with the City's solid waste contractor and serves as the central point of contact for citizen inquiries and complaints.

## Budget Highlights

The FY 16-17 budget for Public Works Operations reflects an overall decrease compared to FY 15-16, mainly due to a reorganization, and budget transfer of personnel salary and benefits expenditures to other divisions. Other decreases are fuel charges, electricity, uniforms, small tools, copier lease, pollution insurance, and maintenance agreements, which were offset by increases in vehicle replacement and printer copy charges.

As is the case for all general employees, the FY 16-17 budget includes a 2% wage increase, as well as, a 10% increase in health premium rates.

## Personnel Summary

	<u>FY 12-13</u>	<u>FY 13-14</u>	<u>FY 14-15</u>	<u>FY 15-16</u>	<u>FY 16-17</u>
<b>Total</b>	3.00	3.00	3.00	2.75	1.00

# Public Works Administration - 4100

## Actual and Budget Comparison by Expenditure Grouping

<b>EXPENDITURE GROUPING</b>	<b>2013-14 Actuals</b>	<b>2014-15 Actuals</b>	<b>2015-16 Original</b>	<b>2015-16 Amended</b>	<b>2016-17 Proposed</b>
<b><u>SALARIES</u></b>					
Executive Salaries	49,385	50,099	53,065	53,065	-
Regular Salaries & Wages	132,027	143,430	73,468	79,318	47,476
Overtime	541	1,139	1,500	1,500	750
Special Pay	-	297	148	148	186
FICA/Medicare Taxes	13,528	14,499	9,292	9,742	3,796
<b>Total Salaries</b>	<b>195,481</b>	<b>209,464</b>	<b>137,473</b>	<b>143,773</b>	<b>52,208</b>
<b><u>BENEFITS</u></b>					
Retirement Contributions	7,777	8,372	5,066	5,066	1,577
Health Insurance	20,916	20,833	22,960	26,437	10,437
Workers' Compensation	2,340	2,404	2,498	2,513	3,115
<b>Total Benefits</b>	<b>31,033</b>	<b>31,609</b>	<b>30,524</b>	<b>34,016</b>	<b>15,129</b>
<b><u>OPERATING EXPENSES</u></b>					
Other Contractual Services	329	479	480	480	480
Travel & Per-Diem	(14)	-	750	750	500
Communications & Freight	5,201	5,054	4,620	4,620	4,979
Freight & Postage Service	363	534	400	400	400
Utility Services	11,140	13,713	14,910	14,910	12,323
Rentals & Leases	3,709	4,767	6,851	6,851	8,561
Insurance	14,410	14,326	15,699	15,699	15,001
Repair and Maintenance	2,109	4,758	5,359	5,359	3,719
Other Current Charges	(1,596)	105	250	250	830
Office Supplies	488	171	750	750	750
Operating Supplies	2,715	4,246	5,624	5,624	3,950
Books, Publications, Subs	578	1,134	2,425	2,425	1,850
<b>Total Operating Expenses</b>	<b>39,432</b>	<b>49,287</b>	<b>58,118</b>	<b>58,118</b>	<b>53,343</b>
<b>Total Expenditures by Grouping</b>	<b>\$ 265,946</b>	<b>\$ 290,360</b>	<b>\$ 226,115</b>	<b>\$ 235,907</b>	<b>\$ 120,680</b>

# Public Works Administration - 4100

## Performance Outcomes

	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted Budget	FY 15-16 Amended Budget	FY 16-17 Budget
<b><u>Input/Demand</u></b>					
Payment to Solid Waste Contractor (residential only)	2,460,871	2,434,936	2,393,622	2,393,622	2,405,020
Monthly charge for solid waste service	17.66	17.66	17.27	17.27	17.27
Residential Customers Served	11,434	11,474	11,550	11,550	11,605
<b><u>Workload/Output</u></b>					
tons of garbage collected	10,322	9,577	9,778	9,778	9,336
tons of recyclables collected	2,982	3,532	3,606	3,606	3,673
tons of yard waste collected	3,216	3,240	3,308	3,308	3,318
# service complaints	20	12	40	40	40
<b><u>Effectiveness/Service Quality</u></b>					
% "on time" collection rate	100%	100%	100%	100%	100%
% recycling (Waste Diversion) rate	38%	41%	41%	41%	43%
Complaints per 1000 customers	1.75	1.05	3.46	3.46	3.45
<b><u>Efficiency</u></b>					
Cost per sq ft to maintain/ repair	148.96	148.93	143.40	143.40	147.30

# Fleet Maintenance - 4104

## Description

Fleet Maintenance is a support service department of City government that provides a comprehensive array of repair and preventive maintenance services for a fleet of approximately 190 vehicles and 330 pieces of equipment and other non-rolling stock. The fleet department maintains a parts shop and inventory, coordinates all sublet repairs, including some 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, as well as a monthly charge to the departments for the overhead costs budgeted in the Fleet Fund in total.

The FY 12-13 and FY 13-14 data reflects information from General Fund Department 4104 which transferred to Fund 504 Department 5104, an internal service fund, beginning in FY 14-15.

## Budget Highlights

Department transferred to Fund 504, Department 5104 - Fleet Maintenance, beginning in FY 14-15.

## Personnel Summary

	<u>FY 12-13</u>	<u>FY 13-14</u>	<u>FY 14-15</u>	<u>FY 15-16</u>	<u>FY 16-17</u>
<b>Total</b>	3.00	3.00	0.00	0.00	0.00

# Fleet Maintenance - 4104

## Actual and Budget Comparison by Expenditure Grouping

<b>EXPENDITURE GROUPING</b>	<b>2013-14 Actuals</b>	<b>2014-15 Actuals</b>	<b>2015-16 Original</b>	<b>2015-16 Amended</b>	<b>2016-17 Proposed</b>
<b><u>SALARIES</u></b>					
Regular Salaries & Wages	122,034	-	-	-	-
Overtime	724	-	-	-	-
FICA/Medicare Taxes	8,961	-	-	-	-
<b>Total Salaries</b>	<b>131,719</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b><u>BENEFITS</u></b>					
Retirement Contributions	4,830	-	-	-	-
Health Insurance	17,085	-	-	-	-
Workers' Compensation	3,290	-	-	-	-
Unemployment	2,623	-	-	-	-
<b>Total Benefits</b>	<b>27,828</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b><u>OPERATING EXPENSES</u></b>					
Other Contractual Services	459	-	-	-	-
Travel & Per-Diem	(30)	-	-	-	-
Communications & Freight	1,306	-	-	-	-
Freight & Postage Service	53	-	-	-	-
Utility Services	4,469	-	-	-	-
Rentals & Leases	8,580	-	-	-	-
Insurance	6,876	-	-	-	-
Repair and Maintenance	6,957	-	-	-	-
Other Current Charges	8,300	-	-	-	-
Office Supplies	700	-	-	-	-
Operating Supplies	52,340	-	-	-	-
Books, Publications, Subs	5,628	-	-	-	-
<b>Total Operating Expenses</b>	<b>95,638</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Expenditures by Grouping</b>	<b>\$ 255,185</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

# Fleet Maintenance - 4104

## Performance Outcomes

	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted Budget	FY 15-16 Amended Budget	FY 16-17 Budget
<b><u>Input/Demand</u></b>					
City-wide Fleet Expenses (repairs, fuel, & overhead)	264,347	380,544	-	-	-
Parts and sublet repairs	18,297	50,197	-	-	-
Unleaded and diesel fuel	116,432	272,268	-	-	-
Mechanic Productive/ Billable Hours	3,488	5,503	-	-	-
<b><u>Workload/Output</u></b>					
# "services" or work orders completed	1,425	1,878	-	-	-
<b><u>Effectiveness/Service Quality</u></b>					
Average time to complete repairs (hours)	2.59	2.01	-	-	-
Mechanic productivity rate	54.0%	56.0%	-	-	-
<b><u>Efficiency</u></b>					
Hourly labor rate	85.00	85.00	-	-	-
Cost per sq ft to maintain/ repair	95.00	95.00	-	-	-
Work Orders to Mechanic ratio (quarterly)	750	569	-	-	-

# Grounds & ROW Maintenance - 4106

## Description

Grounds and ROW (right-of-way) Maintenance is performed by continuing service contracts. The landscape and grounds maintenance of various City facilities, parks and right-of-ways including mowing, landscape maintenance, irrigation repairs, fertilizer and pest management, and tree trimming is managed by Contract Compliance Inspector.

## Budget Highlights

The FY 16-17 budget for Public Works Grounds and Right-of-Way Maintenance increased in total, compared to FY 15-16. There was an increase in operating expenditures including the new right of way mowing contract, water & sewer charges, and trees for Arbor Day, offset by decreases in salaries, vehicle repairs, and fuel and other operating expenses related to a position that was moved out of this department to the Project Management department 1901.

As is the case for all general employees, the FY 16-17 budget includes a 2% wage increase, as well as, a 10% increase in health premium rates.

## Personnel Summary

	<b>FY 12-13</b>	<b>FY 13-14</b>	<b>FY 14-15</b>	<b>FY 15-16</b>	<b>FY 16-17</b>
<b>Total</b>	0.50	0.50	1.00	0.50	0.00

# Grounds & ROW Maintenance - 4106

## Actual and Budget Comparison by Expenditure Grouping

<b>EXPENDITURE GROUPING</b>	<b>2013-14 Actuals</b>	<b>2014-15 Actuals</b>	<b>2015-16 Original</b>	<b>2015-16 Amended</b>	<b>2016-17 Proposed</b>
<b><u>SALARIES</u></b>					
Regular Salaries & Wages	19,269	19,597	19,991	19,991	-
Overtime	1,630	2,379	1,600	1,600	-
Special Pay	-	37	-	-	-
FICA/Medicare Taxes	1,579	1,656	1,621	1,621	-
<b>Total Salaries</b>	<b>22,478</b>	<b>23,669</b>	<b>23,212</b>	<b>23,212</b>	<b>-</b>
<b><u>BENEFITS</u></b>					
Retirement Contributions	1,045	1,099	1,080	1,080	-
Health Insurance	2,856	2,852	4,389	6,867	-
Workers' Compensation	630	548	424	424	-
<b>Total Benefits</b>	<b>4,531</b>	<b>4,499</b>	<b>5,893</b>	<b>8,371</b>	<b>-</b>
<b><u>OPERATING EXPENSES</u></b>					
Other Contractual Services	213,603	242,036	353,348	380,348	388,684
Travel & Per-Diem	100	-	100	100	100
Communications & Freight	751	1,160	784	808	-
Utility Services	20,329	22,298	20,622	20,622	28,967
Rentals & Leases	1,513	1,558	2,740	2,740	-
Insurance	3,047	2,989	3,073	3,073	3,380
Repair and Maintenance	3,030	3,133	4,532	4,532	-
Promotional Activities	2,833	3,415	4,080	4,080	5,580
Other Current Charges	66	42	70	70	-
Office Supplies	-	20	-	-	-
Operating Supplies	39,391	41,118	66,950	66,950	51,000
Books, Publications, Subs	410	100	100	100	-
<b>Total Operating Expenses</b>	<b>285,073</b>	<b>317,869</b>	<b>456,399</b>	<b>483,423</b>	<b>477,711</b>
<b>Total Expenditures by Grouping</b>	<b>\$ 312,082</b>	<b>\$ 346,037</b>	<b>\$ 485,504</b>	<b>\$ 515,006</b>	<b>\$ 477,711</b>

# Sidewalks & Streets Maintenance - 4107

## Description

Streets and Sidewalk Maintenance is responsible for the following maintenance activities: 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.

## Budget Highlights

The FY 16-17 budget decreased overall as compared to FY 15-16. This is mainly as a result of expenditures for road materials and supplies which are budgeted in a different fund this year. Even though, there were some individual increases from the new training incentive program that was added this year to reward personnel for attaining and retaining certifications, and small operating increases in traffic light maintenance; vehicle replacement charges, insurance, fuel, and electricity.

As is the case for all general employees, the FY 16-17 budget includes a 2% wage increase, as well as, a 10% increase in health premium rates.

## Personnel Summary

	<u>FY 12-13</u>	<u>FY 13-14</u>	<u>FY 14-15</u>	<u>FY 15-16</u>	<u>FY 16-17</u>
<b>Total</b>	10.00	9.25	9.00	8.75	8.00

# Sidewalks & Streets Maintenance - 4107

## Actual and Budget Comparison by Expenditure Grouping

EXPENDITURE GROUPING	2013-14 Actuals	2014-15 Actuals	2015-16 Original	2015-16 Amended	2016-17 Proposed
<b>SALARIES</b>					
Regular Salaries & Wages	234,458	248,555	262,380	253,565	256,498
Overtime	3,901	2,229	3,743	6,243	8,200
Special Pay	133	-	-	-	112
FICA/Medicare Taxes	17,804	18,988	20,197	20,197	19,618
<b>Total Salaries</b>	<b>256,296</b>	<b>269,772</b>	<b>286,320</b>	<b>280,005</b>	<b>284,428</b>
<b>BENEFITS</b>					
Retirement Contributions	8,695	8,767	9,314	9,314	7,536
Health Insurance	51,625	48,783	81,934	82,519	81,829
Workers' Compensation	15,203	16,718	17,183	17,183	17,979
<b>Total Benefits</b>	<b>75,523</b>	<b>74,268</b>	<b>108,431</b>	<b>109,016</b>	<b>107,344</b>
<b>OPERATING EXPENSES</b>					
Professional Services	2,138	1,145	-	33,500	-
Other Contractual Services	81,656	78,768	88,320	88,320	90,278
Communications & Freight	3,896	3,759	3,706	3,946	3,662
Utility Services	742,217	835,857	797,320	736,820	791,513
Rentals & Leases	19,448	21,447	61,492	61,228	60,733
Insurance	12,300	13,520	11,427	11,427	12,570
Repair and Maintenance	145,372	152,699	159,826	166,426	123,705
Promotional Activities	15,232	9,992	15,100	15,100	15,100
Other Current Charges	2,078	2,247	480	480	1,185
Operating Supplies	72,544	58,679	56,364	56,364	47,665
Road Materials & Supplies	22,047	26,066	40,000	40,000	25,000
Books, Publications, Subs	1,170	1,399	750	750	750
<b>Total Operating Expenses</b>	<b>1,120,098</b>	<b>1,205,578</b>	<b>1,234,785</b>	<b>1,214,361</b>	<b>1,172,161</b>
<b>CAPITAL</b>					
Capital Assets	-	-	22,500	22,500	-
<b>Total Capital</b>	<b>-</b>	<b>-</b>	<b>22,500</b>	<b>22,500</b>	<b>-</b>
<b>Total Expenditures by Grouping</b>	<b>\$ 1,451,917</b>	<b>\$ 1,549,618</b>	<b>\$ 1,652,036</b>	<b>\$ 1,625,882</b>	<b>\$ 1,563,933</b>

# Sidewalks & Streets Maintenance - 4107

## Performance Outcomes

	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted Budget	FY 15-16 Amended Budget	FY 16-17 Budget
<b><u>Input/Demand</u></b>					
Population	34,573	36,251	36,251	36,251	36,819
# of lane miles	316	316	316	316	320
# of street/traffic signs	5,186	5,186	5,186	5,186	5,290
<b><u>Workload/Output</u></b>					
Concrete repairs (square feet)	57,642	51,643	65,000	65,000	65,000
Asphalt repairs (tons)	96	119	150	150	150
# street/traffic signs replaced/repared	44	69	400	400	400
# work orders completed (total)	448	484	700	700	700
<b><u>Effectiveness/Service Quality</u></b>					
% of street/traffic signs replaced	0.85%	1.33%	7.71%	7.71%	7.56%
% of concrete budget spent	93.71%	87.02%	100.00%	100.00%	5.69%
% of asphalt budget spent	35.72%	35.81%	100.00%	100.00%	1.60%
<b><u>Efficiency</u></b>					
Cost per sq ft to maintain/ repair	1.41	1.48	1.31	1.31	1.60

# Economic Development - 5900

## Description

To promote new business recruitment consistent with the City's Economic Development Strategic Plan and identify target industries, develop and oversee efforts focused on retention and expansion of existing businesses. The City is in need of a strategist possessing a proven track record with the ability to meet the needs and services essential to building a commercial base for the City. Retail Strategies is a full service consulting firm that develops and implements long-term retail commercial real estate strategies for municipalities and economic development agencies. Retail Strategies collects the data necessary to provide our community vision to retail opportunities that will fit within the fabric of the City.

## Budget Highlights

The FY 16-17 budget reflects the Scope of Work issued to Retail Strategies, LLC to implement the City's updated Economic Development Strategic Plan reflecting the economic development and redevelopment activities within the City for the upcoming budget year. The objectives addressed in the FY 16-17 budget include :

- Connecting the right people around a solid recruitment strategy
- Providing retailers with a clear understanding of our community and the opportunity it represents to them
- Knowing what the retailers are looking for and translate the needs of the community into their language
- Working in harmony with local brokers, developers and property owners to facilitate success

The budget reflects professional contractual fees of \$50,000 for the combination of first and second year contractual agreement. The agreement is for three years for a total of \$110,000 spread over the three contract years, which differ from the fiscal year. The budget also includes \$10,000 for outside service support from other relevant professional services. This budget will have a new decrease of \$29,000 in the FY 2016-17 budget year.

## Personnel Summary

	<u>FY 12-13</u>	<u>FY 13-14</u>	<u>FY 14-15</u>	<u>FY 15-16</u>	<u>FY 16-17</u>
<b>Total</b>	0.00	0.00	0.00	0.00	0.00

# Economic Development - 5900

## Actual and Budget Comparison by Expenditure Grouping

<b>EXPENDITURE GROUPING</b>	<b>2013-14 Actuals</b>	<b>2014-15 Actuals</b>	<b>2015-16 Original</b>	<b>2015-16 Amended</b>	<b>2016-17 Proposed</b>
<b><u>OPERATING EXPENSES</u></b>					
Professional Services	88,476	79,445	89,915	86,415	60,000
Promotional Activities	-	459	-	-	-
Operating Supplies	-	21	-	-	-
Books, Publications, Subs	5,961	3,675	-	3,500	-
<b>Total Operating Expenses</b>	<b>94,437</b>	<b>83,600</b>	<b>89,915</b>	<b>89,915</b>	<b>60,000</b>
<b>Total Expenditures by Grouping</b>	<b>\$ 94,437</b>	<b>\$ 83,600</b>	<b>\$ 89,915</b>	<b>\$ 89,915</b>	<b>\$ 60,000</b>

# Recreation & Parks Administration - 7200

## Description

Recreation and Parks Administration provides the administrative support and leadership necessary to oversee the daily activities of ten operating programs, including: 1) Administration; 2) Riverside Recreational Programs; 3) Oviedo Blvd. Aquatics; 4) Gymnasium and Athletic Programs; 5) Parks Maintenance; 6) Concessions; 7) Recreation Facilities Maintenance; 8) Special Events; 9) General Facilities Maintenance; and 10) Center Lake Park Amphitheater/Cultural Center. Staff also coordinates the Annual Relay for Life Golf Outing.

## Budget Highlights

The Administration division Budget FY 16-17 remained neutral in operating in comparison with FY15-16. The FY 16-17 budget reflects an increase in salaries and benefits as noted in the following paragraph.

As is the case for all general employees, the FY 16-17 budget includes a 2% wage increase, as well as, a 10% increase in health premium rates.

## Personnel Summary

	<u>FY 12-13</u>	<u>FY 13-14</u>	<u>FY 14-15</u>	<u>FY 15-16</u>	<u>FY 16-17</u>
<b>Total</b>	3.00	3.00	2.00	2.00	2.00

# Recreation & Parks Administration - 7200

## Actual and Budget Comparison by Expenditure Grouping

<b>EXPENDITURE GROUPING</b>	<b>2013-14 Actuals</b>	<b>2014-15 Actuals</b>	<b>2015-16 Original</b>	<b>2015-16 Amended</b>	<b>2016-17 Proposed</b>
<b><u>SALARIES</u></b>					
Executive Salaries	108,829	106,944	112,150	112,150	113,023
Regular Salaries & Wages	30,612	31,554	31,771	31,771	32,406
Other Salaries & Wages	8,923	9,992	10,000	10,000	-
Overtime	1,341	1,174	900	900	900
Special Pay	-	297	-	-	-
FICA/Medicare Taxes	11,403	11,422	11,729	11,729	11,878
<b>Total Salaries</b>	<b>161,108</b>	<b>161,383</b>	<b>166,550</b>	<b>166,550</b>	<b>158,207</b>
<b><u>BENEFITS</u></b>					
Retirement Contributions	5,761	5,691	5,971	5,971	6,020
Health Insurance	12,994	13,206	19,334	19,334	21,203
Workers' Compensation	509	601	269	269	280
<b>Total Benefits</b>	<b>19,264</b>	<b>19,498</b>	<b>25,574</b>	<b>25,574</b>	<b>27,503</b>
<b><u>OPERATING EXPENSES</u></b>					
Professional Services	14,667	14,805	8,327	7,278	4,327
Travel & Per-Diem	4,181	1,144	2,913	2,913	2,913
Communications & Freight	2,832	4,538	2,478	2,478	3,099
Freight & Postage Service	530	733	470	470	470
Utility Services	69,895	141,092	152,420	152,420	148,638
Rentals & Leases	6,092	20,168	24,279	27,203	11,772
Insurance	8,801	9,126	8,849	8,849	9,425
Repair and Maintenance	5,401	4,921	6,892	6,892	6,307
Printing and Binding	4,517	6,407	-	-	-
Promotional Activities	-	50	6,000	6,000	5,000
Other Current Charges	27,016	28,598	10,150	10,150	23,630
Office Supplies	177	2,925	4,000	4,000	3,000
Operating Supplies	6,742	18,128	7,775	7,775	7,175
Books, Publications, Subs	4,218	760	2,055	2,055	2,055
<b>Total Operating Expenses</b>	<b>155,069</b>	<b>253,395</b>	<b>236,608</b>	<b>238,483</b>	<b>227,811</b>
<b>Total Expenditures by Grouping</b>	<b>\$ 335,441</b>	<b>\$ 434,276</b>	<b>\$ 428,732</b>	<b>\$ 430,607</b>	<b>\$ 413,521</b>

# Recreation & Parks Administration - 7200

## Performance Outcomes

	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted Budget	FY 15-16 Amended Budget	FY 16-17 Budget
<b><u>Input/Demand</u></b>					
Park Acreage	353.56	366.64	366.64	366.64	366.64
Population	34,573	36,251	36,251	36,251	36,819
<b><u>Workload/Output</u></b>					
Department wide revenue	1,384,933	1,480,592	2,079,185	1,782,167	1,669,638
Department wide expenditures	3,624,602	4,159,987	5,356,175	5,148,994	5,516,628
Total # of participants for all programs	252,595	307,903	300,949	300,949	309,094
<b><u>Efficiency</u></b>					
% cost recovery - Department wide	38.21%	35.59%	38.82%	34.61%	30.27%
Total (Dept.-wide) cost per participant	14.35	13.51	17.80	17.11	17.85
Total (Dept.-wide) cost per capita	104.84	114.76	147.75	142.04	149.83

# Riverside Recreation Center - 7201

## Description

Riverside Park Recreation promotes and coordinates activities focused mainly at youth events such as: summer camps, school days out events (approximately 30 days per school year), and twelve (12) teen dances. In addition, this division oversees other recreation facilities and programs such as tennis, racquetball, and indoor contractual programs. Staff also oversees a special needs program that meets 3 times each month throughout the school year, as well as coordinates 10 specialty needs dances co-sponsored by the Oviedo Optimist Club. Riverside Skate Park includes a 30,000 square foot Skate Park facility that allows beginners, intermediate, and advanced skaters to utilize, on a fee basis, the state-of-the-art facility to learn fundamentals of skating or gain experience. The Skate Park, is a supervised facility, and is available for rollerblading and/or skateboarding. The skate park also offers BMX bike sessions which have been expanded this past year.

## Budget Highlights

Salaries and benefits increased from the prior year as noted in the following paragraph. Operating expenses decreased slightly from the prior year.

As is the case for all general employees, the FY 16-17 budget includes a 2% wage increase, as well as, a 10% increase in health premium rates.

## Personnel Summary

	<u>FY 12-13</u>	<u>FY 13-14</u>	<u>FY 14-15</u>	<u>FY 15-16</u>	<u>FY 16-17</u>
<b>Total</b>	3.55	4.30	6.50	5.50	5.50

# Riverside Recreation Center - 7201

## Actual and Budget Comparison by Expenditure Grouping

<b>EXPENDITURE GROUPING</b>	<b>2013-14 Actuals</b>	<b>2014-15 Actuals</b>	<b>2015-16 Original</b>	<b>2015-16 Amended</b>	<b>2016-17 Proposed</b>
<b><u>SALARIES</u></b>					
Regular Salaries & Wages	64,176	192,730	198,257	198,257	192,672
Other Salaries & Wages	118,372	119,660	111,178	111,178	115,525
Overtime	542	1,477	500	500	750
Special Pay	268	-	519	519	-
FICA/Medicare Taxes	13,942	23,610	23,171	23,171	22,415
<b>Total Salaries</b>	<b>197,300</b>	<b>337,477</b>	<b>333,625</b>	<b>333,625</b>	<b>331,362</b>
<b><u>BENEFITS</u></b>					
Retirement Contributions	4,930	9,364	9,477	9,477	9,202
Health Insurance	17,300	28,204	47,697	53,438	59,060
Workers' Compensation	4,822	9,026	5,023	5,023	4,097
Unemployment	-	2,475	-	-	-
<b>Total Benefits</b>	<b>27,052</b>	<b>49,069</b>	<b>62,197</b>	<b>67,938</b>	<b>72,359</b>
<b><u>OPERATING EXPENSES</u></b>					
Other Contractual Services	31,370	33,835	35,270	35,270	31,130
Travel & Per-Diem	-	-	225	225	225
Communications & Freight	3,376	3,681	4,025	4,025	3,400
Utility Services	15,762	19,688	16,850	16,850	16,213
Rentals & Leases	7,163	7,288	8,460	8,460	5,820
Insurance	10,438	15,849	16,292	16,292	17,922
Repair and Maintenance	31	187	1,787	1,787	5,437
Promotional Activities	-	-	200	200	200
Office Supplies	3,489	3,268	3,385	2,385	6,025
Operating Supplies	39,815	62,580	62,449	62,249	61,475
Books, Publications, Subs	165	385	910	910	910
<b>Total Operating Expenses</b>	<b>111,609</b>	<b>146,761</b>	<b>149,853</b>	<b>148,653</b>	<b>148,757</b>
<b>Total Expenditures by Grouping</b>	<b>\$ 335,961</b>	<b>\$ 533,307</b>	<b>\$ 545,675</b>	<b>\$ 550,216</b>	<b>\$ 552,478</b>

# Riverside Recreation Center - 7201

## Performance Outcomes

	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted Budget	FY 15-16 Amended Budget	FY 16-17 Budget
<b><u>Input/Demand</u></b>					
Riverside Park operational hr/yr	4,456	4,341	4,412	4,412	4,421
Skate Park Total hours available	2,289	2,318	2,318	2,318	2,266
<b><u>Workload/Output</u></b>					
Revenue generated/processed	223,778	396,482	422,966	422,966	409,999
# total participants: all programs	33,993	35,403	39,070	39,070	35,115
# hours Riverside Facility is "in use"	3,135	3,212	3,152	3,152	3,183
# of Skate Park Residents	1,985	715	2,715	2,715	1,579
# of Skate Park Non Residents	2,659	764	2,836	2,836	2,723
# of Skate Park injuries	24	5	6	6	22
<b><u>Effectiveness/Service Quality</u></b>					
% hours "in use"	70.35%	73.99%	71.44%	71.44%	72.00%
Participant satisfaction rating	98.00%	98.00%	98.00%	98.00%	98.00%
# injuries per 1,000 skaters	5.17	3.38	1.13	1.13	5.11
Cost per sq ft to maintain/ repair	2.03	0.64	2.39	2.39	1.90

# City Sponsored Athletics - 7202

## Description

This program oversees all athletic activities and programming, including those programs offered at Oviedo Blvd. Gymnasium. This division is responsible for coordinating and scheduling the use of fields by outside youth and adult athletic leagues such as Babe Ruth, Little League, Central Florida Soccer Alliance and other outside organizations including Oviedo High School, Hagerty High School, and other Seminole County schools. Adult leagues include flag-football, basketball, and softball. Youth leagues include archery, flag-football, basketball, volleyball, indoor rock climbing, and the Start Smart youth program. Additional events conducted by this division include 5K road races and tournaments.

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 Oviedo Blvd. Aquatics facility, the Gymnasium staff also monitors Aquatic facility usage, registers participants, and collects pool fees.

## Budget Highlights

There was an increase in salaries and benefits for FY 16-17 which is primarily due to minor staff reorganization with Riverside (7201). Operating expenses increased slightly which is primarily due to an increase in expenses for Umpires and Scorekeepers.

As is the case for all general employees, the FY 16-17 budget includes a 2% wage increase, as well as, a 10% increase in health premium rates.

## Personnel Summary

	<u>FY 12-13</u>	<u>FY 13-14</u>	<u>FY 14-15</u>	<u>FY 15-16</u>	<u>FY 16-17</u>
<b>Total</b>	2.00	2.00	6.50	6.50	6.50

# City Sponsored Athletics - 7202

## Actual and Budget Comparison by Expenditure Grouping

<b>EXPENDITURE GROUPING</b>	<b>2013-14 Actuals</b>	<b>2014-15 Actuals</b>	<b>2015-16 Original</b>	<b>2015-16 Amended</b>	<b>2016-17 Proposed</b>
<b><u>SALARIES</u></b>					
Regular Salaries & Wages	71,521	185,099	198,676	198,676	233,163
Other Salaries & Wages	31,367	31,867	26,300	26,300	33,555
Overtime	1,545	1,804	1,200	1,200	1,200
Special Pay	-	-	74	74	148
FICA/Medicare Taxes	7,554	16,070	16,581	16,581	19,113
<b>Total Salaries</b>	<b>111,987</b>	<b>234,840</b>	<b>242,831</b>	<b>242,831</b>	<b>287,179</b>
<b><u>BENEFITS</u></b>					
Retirement Contributions	3,445	9,338	9,994	9,994	11,718
Health Insurance	13,064	41,951	69,799	69,799	76,754
Workers' Compensation	2,946	5,327	4,290	4,290	5,621
<b>Total Benefits</b>	<b>19,455</b>	<b>56,616</b>	<b>84,083</b>	<b>84,083</b>	<b>94,093</b>
<b><u>OPERATING EXPENSES</u></b>					
Other Contractual Services	51,151	76,363	70,000	70,000	75,290
Travel & Per-Diem	-	234	400	400	400
Communications & Freight	1,291	2,269	2,231	2,231	9,307
Rentals & Leases	-	704	2,508	2,508	7,008
Insurance	4,338	10,741	11,041	11,041	12,145
Repair and Maintenance	505	2,749	5,100	5,100	9,580
Operating Supplies	31,128	62,195	59,605	59,605	57,105
Books, Publications, Subs	629	2,683	5,697	5,697	11,697
<b>Total Operating Expenses</b>	<b>89,042</b>	<b>157,938</b>	<b>156,582</b>	<b>156,582</b>	<b>182,532</b>
<b>Total Expenditures by Grouping</b>	<b>\$ 220,484</b>	<b>\$ 449,394</b>	<b>\$ 483,496</b>	<b>\$ 483,496</b>	<b>\$ 563,804</b>

# City Sponsored Athletics - 7202

## Performance Outcomes

	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted Budget	FY 15-16 Amended Budget	FY 16-17 Budget
<b><u>Input/Demand</u></b>					
Total FTE's	2.00	6.50	6.50	6.50	6.50
Total hours Gym available for use	4,261	4,252	4,228	4,228	4,326
<b><u>Workload/Output</u></b>					
Revenue generated/ processed (Gym & Athletics)	154,804	348,918	346,612	346,612	346,612
# total participants: all programs	45,573	78,823	64,855	64,855	85,663
# of Athletics Residents	8,597	10,465	10,594	10,594	9,700
# of Athletics Non-Residents	20,506	18,335	22,126	22,126	16,587
# fitness center users	7,270	7,682	7,783	7,783	7,483
# climbing wall users	4,828	4,562	4,616	4,616	4,418
Cost per sq ft to maintain/ repair	4,070	4,040	4,059	4,059	4,005
<b><u>Effectiveness/Service Quality</u></b>					
Adult leagues	90.0%	93.0%	94.0%	94.0%	9.4%
Youth leagues	90.0%	93.5%	92.0%	92.0%	94.8%
% target participants registered	60.0%	109.6%	100.0%	100.0%	102.4%
% time fields "in use"	35.0%	35.0%	35.0%	35.0%	35.0%
Rock Wall	100.0%	100.0%	100.0%	100.0%	100.0%
Facilities	99.0%	99.0%	99.0%	99.0%	98.5%
% hours gymnasium in use	95.5%	95.0%	96.0%	96.0%	92.6%
<b><u>Efficiency</u></b>					
Cost per participant (net of revenue)	1.44	1.27	2.11	2.11	2.54
% cost recovery (direct program costs only)	70.21%	77.64%	71.69%	71.69%	61.48%

# Athletic Fields & Park Maintenance - 7204

## Description

The Parks Maintenance Program includes: 1) fields maintenance, 2) hard court maintenance, and 3) maintenance and repair of playground equipment, shelters and restroom facilities at 11 city parks. The maintenance activities include field preparation and mowing of 20 athletic fields (5 adult softball fields, 8 youth baseball fields, 3 multi-purpose fields, 4 soccer fields) and general facility maintenance including janitorial services, as well as repair of lighting, fencing, and irrigation.

## Budget Highlights

The FY 16-17 budget increased over FY 15-16. There was an increase in salaries and benefits as noted in the following paragraph. There was also a significant increase in the vehicle replacement costs due to adjustments to vehicle amortization schedule in FY 16-17.

As is the case for all general employees, the FY 16-17 budget includes a 2% wage increase, as well as, a 10% increase in health premium rates.

## Personnel Summary

	<u>FY 12-13</u>	<u>FY 13-14</u>	<u>FY 14-15</u>	<u>FY 15-16</u>	<u>FY 16-17</u>
<b>Total</b>	12.30	13.00	13.00	13.00	13.00

# Athletic Fields & Park Maintenance - 7204

## Actual and Budget Comparison by Expenditure Grouping

<b>EXPENDITURE GROUPING</b>	<b>2013-14 Actuals</b>	<b>2014-15 Actuals</b>	<b>2015-16 Original</b>	<b>2015-16 Amended</b>	<b>2016-17 Proposed</b>
<b><u>SALARIES</u></b>					
Regular Salaries & Wages	411,860	424,564	459,600	459,600	465,840
Other Salaries & Wages	4,342	-	-	-	-
Overtime	10,369	17,041	8,000	8,000	8,000
Special Pay	265	223	371	371	-
FICA/Medicare Taxes	30,910	32,496	34,265	34,265	34,814
<b>Total Salaries</b>	<b>457,746</b>	<b>474,324</b>	<b>502,236</b>	<b>502,236</b>	<b>508,654</b>
<b><u>BENEFITS</u></b>					
Retirement Contributions	19,547	21,149	22,459	22,459	22,753
Health Insurance	88,415	85,052	133,814	133,814	142,298
Workers' Compensation	16,414	17,150	15,757	15,757	16,301
<b>Total Benefits</b>	<b>124,376</b>	<b>123,351</b>	<b>172,030</b>	<b>172,030</b>	<b>181,352</b>
<b><u>OPERATING EXPENSES</u></b>					
Communications & Freight	5,507	5,730	5,656	5,656	7,166
Utility Services	73,383	82,032	75,950	75,950	78,427
Rentals & Leases	13,015	8,888	47,826	47,826	54,556
Insurance	12,795	12,554	12,906	12,906	14,197
Repair and Maintenance	132,143	152,794	142,194	162,506	153,478
Other Current Charges	-	190	-	-	-
Office Supplies	659	514	500	500	500
Operating Supplies	101,525	89,833	104,174	107,863	101,917
Books, Publications, Subs	173	35	740	740	740
<b>Total Operating Expenses</b>	<b>339,200</b>	<b>352,570</b>	<b>389,946</b>	<b>413,947</b>	<b>410,981</b>
<b><u>CAPITAL</u></b>					
Capital Assets	-	-	5,835	1,097	-
<b>Total Capital</b>	<b>-</b>	<b>-</b>	<b>5,835</b>	<b>1,097</b>	<b>-</b>
<b>Total Expenditures by Grouping</b>	<b>\$ 921,322</b>	<b>\$ 950,245</b>	<b>\$ 1,070,047</b>	<b>\$ 1,089,310</b>	<b>\$ 1,100,987</b>

# Athletic Fields & Park Maintenance - 7204

## Performance Outcomes

	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted Budget	FY 15-16 Amended Budget	FY 16-17 Budget
<b><u>Input/Demand</u></b>					
Total available hours	26,833	26,814	26,855	26,855	25,867
# productive hours	23,682	23,352	23,692	23,692	22,682
<b><u>Workload/Output</u></b>					
# field mowing's	1,335	1,213	1,354	1,354	1,217
# field preparations	3,410	4,817	4,839	4,839	4,245
# total maintenance work orders	7,671	9,062	9,136	9,136	9,027
<b><u>Effectiveness/Service Quality</u></b>					
Average # days to complete work orders	2.00	2.00	2.00	2.00	2.00
Participant satisfaction rating:					
Facility appearance	95.00%	95.00%	95.00%	95.00%	95.00%
Park appearance	95.00%	95.00%	95.00%	95.00%	95.00%
<b><u>Efficiency</u></b>					
Cost per hour of maintenance	38.90	40.69	45.16	45.98	48.54
Cost per sq ft to maintain/ repair	88.26%	87.09%	88.22%	88.22%	87.69%

# Concessions - 7206

## Description

Concessions consists of six (6) sites – including one full service concession facility with hot and cold menu items located at the Oviedo Blvd. Gymnasium. All other concession facilities serve pre-packaged food items. One concession stand is available at the Riverside Park; two are available at the Oviedo Sports Complex, and one at Shane Kelly Park, and one new concession facility at Center Lake Park’s Cantina. There is also one mobile cart available at various parks and recreation facilities. The Concession 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.

## Budget Highlights

The FY 2016-17 budgets remained neutral over the prior year primarily due to an increase in salaries and benefits as noted in the following paragraph. Operating expenses remained neutral with the prior year.

As is the case for all general employees, the FY 16-17 budget includes a 2% wage increase, as well as, a 10% increase in health premium rates.

## Personnel Summary

	<u>FY 12-13</u>	<u>FY 13-14</u>	<u>FY 14-15</u>	<u>FY 15-16</u>	<u>FY 16-17</u>
<b>Total</b>	0.00	2.00	3.00	3.00	3.00

# Concessions - 7206

## Actual and Budget Comparison by Expenditure Grouping

<b>EXPENDITURE GROUPING</b>	<b>2013-14 Actuals</b>	<b>2014-15 Actuals</b>	<b>2015-16 Original</b>	<b>2015-16 Amended</b>	<b>2016-17 Proposed</b>
<b><u>SALARIES</u></b>					
Regular Salaries & Wages	48,881	69,198	73,124	73,124	75,334
Other Salaries & Wages	24,809	19,013	27,086	27,086	28,690
Overtime	2,615	3,698	2,000	2,000	2,000
Special Pay	66	148	-	-	74
FICA/Medicare Taxes	5,838	7,037	7,810	7,810	7,968
<b>Total Salaries</b>	<b>82,209</b>	<b>99,094</b>	<b>110,020</b>	<b>110,020</b>	<b>114,066</b>
<b><u>BENEFITS</u></b>					
Retirement Contributions	845	3,645	3,756	3,756	3,866
Health Insurance	1,728	9,805	23,581	21,263	25,934
Workers' Compensation	2,513	2,952	2,760	2,760	2,896
<b>Total Benefits</b>	<b>5,086</b>	<b>16,819</b>	<b>30,097</b>	<b>27,779</b>	<b>32,696</b>
<b><u>OPERATING EXPENSES</u></b>					
Travel & Per-Diem	-	58	-	-	-
Communications & Freight	519	484	832	832	961
Utility Services	308	806	340	340	954
Rentals & Leases	-	-	485	485	485
Insurance	4,839	4,748	4,881	4,881	5,369
Repair and Maintenance	1,444	2,126	2,150	2,150	2,150
Other Current Charges	1,408	1,905	1,583	1,583	1,583
Office Supplies	71	255	-	-	-
Operating Supplies	58,771	58,697	58,511	58,511	58,511
Books, Publications, Subs	255	-	900	900	900
<b>Total Operating Expenses</b>	<b>67,615</b>	<b>69,079</b>	<b>69,682</b>	<b>69,682</b>	<b>70,913</b>
<b>Total Expenditures by Grouping</b>	<b>\$ 154,910</b>	<b>\$ 184,992</b>	<b>\$ 209,799</b>	<b>\$ 207,481</b>	<b>\$ 217,675</b>

# Concessions - 7206

## Performance Outcomes

	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted Budget	FY 15-16 Amended Budget	FY 16-17 Budget
<b><u>Workload/Output</u></b>					
Revenue Generated/ Processed	136,764	134,698	151,675	151,675	140,998
# customers served	47,658	47,108	52,302	52,302	42,765
Cost of goods sold	71,716	83,214	68,311	68,311	80,817
Open Inventory	71,636	46,498	59,725	59,725	33,951
Annual Expenses - operating	67,615	69,079	69,682	69,682	70,913
Annual Expenses - labor	82,209	99,094	110,020	110,020	114,066
Closing Inventory	56,527	65,800	72,802	79,046	50,046
<b><u>Effectiveness/Service Quality</u></b>					
Customer Satisfaction Ratings:					
Customer Service (% good or better)	96.00%	96.00%	96.00%	96.00%	96.00%
Food and Beverage selection (% good or better)	96.00%	96.00%	96.00%	96.00%	96.00%
<b><u>Efficiency</u></b>					
% cost recovery	91.28%	80.09%	84.40%	84.40%	76.22%
Cost per sq ft to maintain/ repair	(13,060)	(33,475)	(28,027)	(28,027)	(43,981)
% cost of goods sold	52.44%	61.78%	45.04%	45.04%	57.32%
Labor as % of total costs	54.87%	58.92%	61.22%	61.22%	61.66%

# Gymnasium & Fitness Center - 7207

## 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.

## Budget Highlights

Merged with Depts 7201 – Riverside Recreation Center and 7202 – City Sponsored Athletics in FY 14-15.

## Personnel Summary

	<u>FY 12-13</u>	<u>FY 13-14</u>	<u>FY 14-15</u>	<u>FY 15-16</u>	<u>FY 16-17</u>
<b>Total</b>	5.30	5.30	0.00	0.00	0.00

# Gymnasium & Fitness Center - 7207

## Actual and Budget Comparison by Expenditure Grouping

<b>EXPENDITURE GROUPING</b>	<b>2013-14 Actuals</b>	<b>2014-15 Actuals</b>	<b>2015-16 Original</b>	<b>2015-16 Amended</b>	<b>2016-17 Proposed</b>
<b><u>SALARIES</u></b>					
Regular Salaries & Wages	96,376	-	-	-	-
Other Salaries & Wages	86,006	-	-	-	-
Overtime	786	-	-	-	-
Special Pay	66	-	-	-	-
FICA/Medicare Taxes	13,697	-	-	-	-
<b>Total Salaries</b>	<b>196,931</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b><u>BENEFITS</u></b>					
Retirement Contributions	4,551	-	-	-	-
Health Insurance	13,698	-	-	-	-
Workers' Compensation	3,883	-	-	-	-
<b>Total Benefits</b>	<b>22,132</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b><u>OPERATING EXPENSES</u></b>					
Other Contractual Services	33,340	-	-	-	-
Communications & Freight	1,710	-	-	-	-
Utility Services	45,178	-	-	-	-
Rentals & Leases	5,447	-	-	-	-
Insurance	6,611	-	-	-	-
Repair and Maintenance	3,288	-	-	-	-
Promotional Activities	97	-	-	-	-
Office Supplies	4,364	-	-	-	-
Operating Supplies	50,986	-	-	-	-
Books, Publications, Subs	160	-	-	-	-
<b>Total Operating Expenses</b>	<b>151,181</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b><u>CAPITAL</u></b>					
Buildings	11,145	-	-	-	-
<b>Total Capital</b>	<b>11,145</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Expenditures by Grouping</b>	<b>\$ 381,389</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

# Gymnasium & Fitness Center - 7207

## Performance Outcomes

	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted Budget	FY 15-16 Amended Budget	FY 16-17 Budget
<b><u>Input/Demand</u></b>					
Total hours available for use	4,261	-	-	-	-
<b><u>Workload/Output</u></b>					
Revenue Generated/ Processed	301,260	103	-	-	-
# of total participants:					
gym participants	42,653	-	-	-	-
city residents	26,781	-	-	-	-
non residents	15,872	-	-	-	-
fitness center users	7,270	-	-	-	-
climbing wall users	4,828	-	-	-	-
# of hours of gym usage	4,070	-	-	-	-
<b><u>Effectiveness/Service Quality</u></b>					
Participant satisfaction rating (% good/excellent):					
Rock Wall	100.0%	0.0%	-	-	-
Facilities	99.0%	0.0%	-	-	-
Programs	99.0%	0.0%	-	-	-
% hours gymnasium in use	95.50%	0.00%	-	-	-
<b><u>Eff</u></b> Cost per sq ft to maintain/ repair					
Cost per participant (net or revenue)	1.27	-			
% cost recovery	81.70%	0.00%	-	-	-

# Oviedo Boulevard Aquatics - 7208

## Description

The Aquatics Center consists of a 50-meter Olympic sized swimming pool and a "Splash Zone" family pool. The 552,000 gallon Olympic pool has a 306 person capacity, whereas the recreational Splash Zone/family pool contains almost 60,000 gallons and has a 66 person capacity.

The Aquatic Facility provides private and public swimming instruction. Programs include: water aerobics, youth school days out, summer camp, and the facility can be rented for birthday parties, family reunions, etc. Youth pool dances and family pool nights are also offered at Riverside Park.

## Budget Highlights

The FY 16-17 budget remained neutral in from FY 15-16. There was an increase in salaries and benefits as noted in the paragraph below. Additionally, there was a decrease in operating expenses due to the decrease in repairs and maintenance. There are continued plans to increase Special Needs swimming lessons in the FY16-17 budget.

As is the case for all general employees, the FY 16-17 budget includes a 2% wage increase, as well as, a 10% increase in health premium rates.

## Personnel Summary

	<u>FY 12-13</u>	<u>FY 13-14</u>	<u>FY 14-15</u>	<u>FY 15-16</u>	<u>FY 16-17</u>
<b>Total</b>	1.25	4.00	4.50	4.50	4.50

# Oviedo Boulevard Aquatics - 7208

## Actual and Budget Comparison by Expenditure Grouping

<b>EXPENDITURE GROUPING</b>	<b>2013-14 Actuals</b>	<b>2014-15 Actuals</b>	<b>2015-16 Original</b>	<b>2015-16 Amended</b>	<b>2016-17 Proposed</b>
<b><u>SALARIES</u></b>					
Regular Salaries & Wages	89,634	137,948	141,156	141,156	156,639
Other Salaries & Wages	179,534	142,934	141,013	141,013	185,661
Overtime	1,056	2,884	750	750	1,000
Special Pay	66	-	-	-	-
FICA/Medicare Taxes	20,603	21,621	21,543	21,543	25,591
<b>Total Salaries</b>	<b>290,893</b>	<b>305,387</b>	<b>304,462</b>	<b>304,462</b>	<b>368,891</b>
<b><u>BENEFITS</u></b>					
Retirement Contributions	3,132	4,766	4,774	4,774	5,513
Health Insurance	8,953	18,135	33,522	44,155	48,970
Workers' Compensation	7,849	9,379	4,603	4,603	4,820
<b>Total Benefits</b>	<b>19,934</b>	<b>32,280</b>	<b>42,899</b>	<b>53,532</b>	<b>59,303</b>
<b><u>OPERATING EXPENSES</u></b>					
Travel & Per-Diem	300	-	430	430	360
Communications & Freight	1,405	1,367	1,813	1,813	2,542
Utility Services	65,022	69,920	64,640	64,640	60,560
Insurance	12,326	12,093	12,431	12,431	13,675
Repair and Maintenance	28,221	23,248	12,140	42,240	43,855
Operating Supplies	43,718	40,653	45,507	45,607	45,450
Books, Publications, Subs	2,289	3,009	2,138	2,138	2,138
<b>Total Operating Expenses</b>	<b>153,281</b>	<b>150,290</b>	<b>139,099</b>	<b>169,299</b>	<b>168,580</b>
<b><u>CAPITAL</u></b>					
Capital Assets	-	4,260	-	-	11,577
<b>Total Capital</b>	<b>-</b>	<b>4,260</b>	<b>-</b>	<b>-</b>	<b>11,577</b>
<b>Total Expenditures by Grouping</b>	<b>\$ 464,108</b>	<b>\$ 492,217</b>	<b>\$ 486,460</b>	<b>\$ 527,293</b>	<b>\$ 608,351</b>

# Oviedo Boulevard Aquatics - 7208

## Performance Outcomes

	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted Budget	FY 15-16 Amended Budget	FY 16-17 Budget
<b><u>Input/Demand</u></b>					
Total hours available for use	4,073	4,040	4,001	4,001	3,604
<b><u>Workload/Output</u></b>					
Revenue Generated/ Processed	286,132	306,359	312,124	312,124	312,124
# of total participants:					
Olympic Pool (open use)	27,112	26,029	27,363	27,363	25,951
Swim teams	49,395	58,613	51,552	51,552	62,554
City Residents - open swim	9,988	8,957	10,044	10,044	8,762
Non-residents - open swim	3,896	4,447	3,959	3,959	4,403
Passes - open swim	9,889	9,066	9,752	9,752	9,402
Seniors - open swim	3,339	3,559	3,608	3,608	3,384
Ave. # swimmer per day/hour	23	25	24	24	29
<b><u>Effectiveness/Service Quality</u></b>					
Cost per sq ft to maintain/ repair	97.00%	97.00%	97.00%	97.00%	97.00%
<b><u>Efficiency</u></b>					
Cost per participant (net or revenue)	1.72	1.68	1.64	2.02	2.59
% cost recovery	61.65%	62.24%	64.16%	59.19%	51.31%

# Skate Park - 7209

## Description

The Riverside Skate Park is a 30,000 square foot Skate Park facility 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 with two to three different sessions each day. The skate park is now open to BMX bikes with sessions being offered on two days during the week.

## Budget Highlights

In FY 14-15, this department merged into Department 7201 – Riverside Recreation Center.

## Personnel Summary

	<u>FY 12-13</u>	<u>FY 13-14</u>	<u>FY 14-15</u>	<u>FY 15-16</u>	<u>FY 16-17</u>
<b>Total</b>	2.50	1.75	0.00	0.00	0.00

# Skate Park - 7209

## Actual and Budget Comparison by Expenditure Grouping

<b>EXPENDITURE GROUPING</b>	<b>2013-14 Actuals</b>	<b>2014-15 Actuals</b>	<b>2015-16 Original</b>	<b>2015-16 Amended</b>	<b>2016-17 Proposed</b>
<b><u>SALARIES</u></b>					
Regular Salaries & Wages	10,683	-	-	-	-
Other Salaries & Wages	52,750	-	-	-	-
Overtime	104	-	-	-	-
FICA/Medicare Taxes	4,843	-	-	-	-
<b>Total Salaries</b>	<b>68,380</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b><u>BENEFITS</u></b>					
Retirement Contributions	528	-	-	-	-
Health Insurance	1,523	-	-	-	-
Workers' Compensation	1,299	-	-	-	-
<b>Total Benefits</b>	<b>3,350</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b><u>OPERATING EXPENSES</u></b>					
Communications & Freight	1,086	-	-	-	-
Utility Services	7,881	-	-	-	-
Insurance	5,455	-	-	-	-
Repair and Maintenance	172	-	-	-	-
Operating Supplies	642	-	-	-	-
<b>Total Operating Expenses</b>	<b>15,236</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Expenditures by Grouping</b>	<b>\$ 86,966</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

# Skate Park - 7209

## Performance Outcomes

	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted Budget	FY 15-16 Amended Budget	FY 16-17 Budget
<b><u>Input/Demand</u></b>					
Total hours available for use	2,289	-	-	-	-
<b><u>Workload/Output</u></b>					
Revenue Generated/ Processed	33,628	-	-	-	-
Residents	1,757	-	-	-	-
Non Residents	2,652	-	-	-	-
# of injuries	22	-	-	-	-
<b><u>Effectiveness/Service Quality</u></b>					
# injuries per 1,000 skaters	4.99	-	-	-	-
Average Skaters per hour	1.97	-	-	-	-
<b><u>Efficiency</u></b>					
Cost per participant (net or revenue)	14.72	-	-	-	-
% cost recovery	39.10%	-	-	-	-

# Facility Maintenance & Custodial Svcs - 7210

## Description

Recreation Facility Maintenance is a support service function of City government. It 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 as well as oversight of contracted services for electrical, extermination, and air conditioning.

## Budget Highlights

The FY 16-17 budget increased over the prior year. Salaries and benefits decreased due to a re-distribution of an employee within the division. Operating expenses increased due to adjustments in the vehicle amortization schedule.

As is the case for all general employees, the FY 16-17 budget includes a 2% wage increase, as well as, a 10% increase in health premium rates.

## Personnel Summary

	<b>FY 12-13</b>	<b>FY 13-14</b>	<b>FY 14-15</b>	<b>FY 15-16</b>	<b>FY 16-17</b>
<b>Total</b>	2.80	3.88	4.00	3.50	4.50

# Facility Maintenance & Custodial Svcs - 7210

## Actual and Budget Comparison by Expenditure Grouping

<b>EXPENDITURE GROUPING</b>	<b>2013-14 Actuals</b>	<b>2014-15 Actuals</b>	<b>2015-16 Original</b>	<b>2015-16 Amended</b>	<b>2016-17 Proposed</b>
<b><u>SALARIES</u></b>					
Regular Salaries & Wages	89,948	102,673	87,419	87,419	130,283
Other Salaries & Wages	8,700	-	-	-	-
Overtime	1,460	3,280	1,116	1,116	1,116
Special Pay	68	37	74	74	148
FICA/Medicare Taxes	7,617	7,998	6,741	6,741	9,986
<b>Total Salaries</b>	<b>107,793</b>	<b>113,988</b>	<b>95,350</b>	<b>95,350</b>	<b>141,533</b>
<b><u>BENEFITS</u></b>					
Retirement Contributions	4,569	5,298	4,426	4,426	6,570
Health Insurance	16,880	18,442	18,955	30,354	38,789
Workers' Compensation	3,643	3,530	3,551	3,551	3,943
<b>Total Benefits</b>	<b>25,092</b>	<b>27,270</b>	<b>26,932</b>	<b>38,331</b>	<b>49,302</b>
<b><u>OPERATING EXPENSES</u></b>					
Other Contractual Services	6,948	6,948	18,248	20,346	52,429
Communications & Freight	1,366	2,156	1,004	1,004	1,824
Utility Services	1,894	1,997	3,500	3,500	4,000
Rentals & Leases	699	696	1,291	1,291	978
Insurance	5,000	4,906	5,043	5,043	5,548
Repair and Maintenance	57,448	56,720	47,425	47,425	68,800
Office Supplies	804	1,403	900	900	900
Operating Supplies	21,789	23,663	25,200	25,200	25,100
<b>Total Operating Expenses</b>	<b>95,948</b>	<b>98,489</b>	<b>102,611</b>	<b>104,709</b>	<b>159,579</b>
<b><u>CAPITAL</u></b>					
Capital Assets	-	(2)	-	-	-
<b>Total Capital</b>	<b>-</b>	<b>(2)</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Expenditures by Grouping</b>	<b>\$ 228,833</b>	<b>\$ 239,745</b>	<b>\$ 224,893</b>	<b>\$ 238,390</b>	<b>\$ 350,414</b>

# Facility Maintenance & Custodial Svcs - 7210

## Performance Outcomes

	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted Budget	FY 15-16 Amended Budget	FY 16-17 Budget
<b><u>Input/Demand</u></b>					
Total square footage	37,056	45,056	45,056	45,056	45,056
<b><u>Workload/Output</u></b>					
Custodial Services	981	1,230	1,234	1,234	1,428
Repairs	109	31	46	46	39
Emergencies	3	-	3	3	1
Other	254	199	228	228	172
<b><u>Effectiveness/Service Quality</u></b>					
Average # days to complete low priority work order	1.00	1.00	1.00	1.00	1.00
Average # days to complete routine work order	1.00	1.00	1.00	1.00	1.00
Emergencies completed within 24 hrs.	100.0%	100.0%	100.0%	100.0%	100.0%
<b><u>Efficiency</u></b>					
Cost per work order completed	169.88	164.21	148.84	157.77	204.64
Cost per square foot to maintain/ repair	6.18	5.32	4.99	5.29	7.45

# Recreation Special Events - 7211

## Description

With City Council adopting Ordinance No. 1546, which now defines events "sponsored by the City", the Recreation and Parks Department currently organizes (5) five special events annually. These events are Carnival of Screams, Winterfest at Snow Mountain, Dr. Martin Luther King Jr., Marshmallow Drop, and 4th of July Celebration.

## Budget Highlights

Operating expenses remained neutral with FY 16-17.

As is the case for all general employees, the FY 16-17 budget includes a 2% wage increase, as well as, a 10% increase in health premium rates.

## Personnel Summary

	<u>FY 12-13</u>	<u>FY 13-14</u>	<u>FY 14-15</u>	<u>FY 15-16</u>	<u>FY 16-17</u>
<b>Total</b>	0.00	0.00	2.00	1.00	0.50

# Recreation Special Events - 7211

## Actual and Budget Comparison by Expenditure Grouping

<b>EXPENDITURE GROUPING</b>	<b>2013-14 Actuals</b>	<b>2014-15 Actuals</b>	<b>2015-16 Original</b>	<b>2015-16 Amended</b>	<b>2016-17 Proposed</b>
<b><u>SALARIES</u></b>					
Regular Salaries & Wages	55,571	71,985	56,483	56,483	26,373
Other Salaries & Wages	13,327	13,090	22,542	22,542	17,161
Overtime	-	66	-	-	-
FICA/Medicare Taxes	5,267	6,431	6,038	6,038	3,224
<b>Total Salaries</b>	<b>74,165</b>	<b>91,572</b>	<b>85,063</b>	<b>85,063</b>	<b>46,758</b>
<b><u>BENEFITS</u></b>					
Retirement Contributions	2,779	3,603	2,825	2,825	1,319
Health Insurance	6,417	9,515	9,586	6,109	5,208
Workers' Compensation	1,362	2,025	1,833	1,833	877
<b>Total Benefits</b>	<b>10,558</b>	<b>15,143</b>	<b>14,244</b>	<b>10,767</b>	<b>7,404</b>
<b><u>OPERATING EXPENSES</u></b>					
Other Contractual Services	46,600	53,256	55,100	55,100	54,400
Communications & Freight	-	-	1,224	1,224	-
Rentals & Leases	22,287	19,143	19,898	19,898	19,898
Insurance	4,268	6,011	4,713	4,713	5,075
Promotional Activities	4,708	4,037	9,800	9,800	10,800
Office Supplies	-	70	-	-	-
Operating Supplies	40,872	34,270	42,103	42,103	38,103
Books, Publications, Subs	649	1,386	435	435	435
<b>Total Operating Expenses</b>	<b>119,384</b>	<b>118,173</b>	<b>133,273</b>	<b>133,273</b>	<b>128,711</b>
<b>Total Expenditures by Grouping</b>	<b>\$ 204,107</b>	<b>\$ 224,888</b>	<b>\$ 232,580</b>	<b>\$ 229,103</b>	<b>\$ 182,873</b>

# Recreation Special Events - 7211

## Performance Outcomes

	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted Budget	FY 15-16 Amended Budget	FY 16-17 Budget
<b><u>Workload/Output</u></b>					
Revenue Generated	69,487	66,634	74,710	74,710	74,710
Total Participants - all events	31,325	30,783	30,918	30,918	37,041
<b><u>Effectiveness/Service Quality</u></b>					
Participant Satisfaction Rating	96.50%	96.50%	96.50%	96.50%	96.50%
<b><u>Efficiency</u></b>					
Cost per participant (net of revenues)	4.30	5.14	5.11	4.99	2.92

# Oviedo on the Park - 7212

## Description

Center Lake Park opened in May of 2015. The new park includes a Cultural Center which can be used to host weddings, receptions, conferences, theaters, and programs, as well as a host musical concert style events. In addition, the park offers a large outdoor Amphitheatre, small outdoor stage, Veterans Tribute, Wet Deck, Dog Park, Children's Playground, and a Boat House with paddle boat rentals.

## Budget Highlights

Oviedo on the Park opened in May 2015. The FY 15-16 budget included a full year of operations, along with the addition of 6 new employees. Center Lake Park had a successful Grand Opening, and additional events were scheduled during the FY 14-15 budget year. In FY15-16, the Park hosted various events such as: Movie in the Park (which was moved from Riverside Park), 12 Days of Christmas, Mardi Gras, Thursday Food Truck, the Park's Anniversary celebration 'Bacon / Bourbon/ Blues', the inaugural Oviedo Memorial 5K and Fun Run, Comedy Nights and additional concerts for the remaining period of the budget year. The Staff has 22 scheduled events to be held at Center Lake Park for the remaining FY15-16 and for the FY 16-17 budget years.

As is the case for all general employees, the FY 16-17 budget includes a 2% wage increase, as well as, a 10% increase in health premium rates.

## Personnel Summary

	<u>FY 12-13</u>	<u>FY 13-14</u>	<u>FY 14-15</u>	<u>FY 15-16</u>	<u>FY 16-17</u>
<b>Total</b>	0.00	0.00	5.00	12.00	12.50

# Oviedo on the Park - 7212

## Actual and Budget Comparison by Expenditure Grouping

<b>EXPENDITURE GROUPING</b>	<b>2013-14 Actuals</b>	<b>2014-15 Actuals</b>	<b>2015-16 Original</b>	<b>2015-16 Amended</b>	<b>2016-17 Proposed</b>
<b><u>SALARIES</u></b>					
Regular Salaries & Wages	-	60,535	283,682	263,682	333,245
Other Salaries & Wages	-	9,403	55,164	40,164	60,031
Overtime	-	3,911	14,850	14,850	19,650
FICA/Medicare Taxes	-	5,423	30,636	25,636	30,629
<b>Total Salaries</b>	-	79,272	384,332	344,332	443,555
<b><u>BENEFITS</u></b>					
Retirement Contributions	-	3,173	14,928	14,928	17,646
Health Insurance	-	12,160	107,711	92,915	123,888
Workers' Compensation	-	2,964	14,221	14,221	13,496
<b>Total Benefits</b>	-	18,297	136,860	122,064	155,030
<b><u>OPERATING EXPENSES</u></b>					
Professional Services	-	-	6,000	6,000	6,000
Other Contractual Services	-	2,276	96,979	22,219	75,975
Travel & Per-Diem	-	-	2,180	2,180	2,560
Communications & Freight	-	507	3,647	3,647	4,196
Freight & Postage Service	-	-	240	240	240
Utility Services	1,829	25,629	48,630	42,630	36,994
Rentals & Leases	-	4,806	51,724	30,800	54,244
Insurance	-	5,374	26,267	16,267	21,694
Repair and Maintenance	-	8,843	23,618	30,618	25,243
Printing and Binding	-	3,362	14,500	7,500	13,500
Promotional Activities	-	592	2,500	1,250	2,500
Other Current Charges	-	1,701	18,424	12,424	14,864
Office Supplies	-	5,244	3,500	2,000	2,250
Operating Supplies	-	121,952	343,736	239,136	273,405
Books, Publications, Subs	-	500	3,230	3,230	3,830
<b>Total Operating Expenses</b>	1,829	180,786	645,175	420,141	537,495
<b><u>CAPITAL</u></b>					
Buildings	-	13,283	-	-	-
Capital Assets	-	-	94,986	94,986	-
<b>Total Capital</b>	-	13,283	94,986	94,986	-
<b>Total Expenditures by Grouping</b>	<b>\$ 1,829</b>	<b>\$ 291,638</b>	<b>\$ 1,261,353</b>	<b>\$ 981,523</b>	<b>\$ 1,136,080</b>

# Oviedo on the Park - 7212

## Performance Outcomes

	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted Budget	FY 15-16 Amended Budget	FY 16-17 Budget
<b><u>Workload/Output</u></b>					
Revenue Generated	-	55,100	602,160	289,842	200,000
Total Participants - all events	-	-	-	-	-
<b><u>Effectiveness/Service Quality</u></b>					
Participant Satisfaction Rating	0.00%	0.00%	96.50%	96.50%	96.50%
<b><u>Efficiency</u></b>					
Cost per participant (net of revenues)	-	-	-	-	-

In FY 2014/15, this division operated 5 months. FY 2015/16 will be the first full operational year for this division. Data will be reported in FY 2016/17.

OVIEDO  
*Florida*